

**AGENDA FOR THE COUNCIL MEETING OF
THE CORPORATION OF THE TOWNSHIP OF RED ROCK
FOR THE 945th REGULAR MEETING ON DECEMBER 6th, 2021 AT 6:30 P.M.**

1. Closed Session (6:30pm)
 - Item 1.1: Resolution to enter Closed Session, as authorized by the Municipal Act, 2001. Such paragraphs as set out in the minutes, for the purpose of approval of the Closed Session minutes of the meeting held on November 15, 2021 (Item 1.2):
Paragraph 239(2)(f) (personal matters about an identifiable individual), regarding Item 1.3; and
Paragraph 239(2)(e) (litigation or potential litigation), regarding Item 1.4; and
Paragraph 239(2)(f) (personal matters about an identifiable individual), regarding Item 1.5 RES
 - Item 1.2: Closed Session Minutes of November 15, 2021
 - Item 1.3: Report on Personnel Matters
 - Item 1.4: Report on Potential Litigation
 - Item 1.5: Report on Identifiable Individuals
 - Item 1.6: Resolution to Rise from Closed Session and Report in Open Session RES

2. Report from Closed Session

3. Preliminary Matters:
 - Item 3.1: Call to Order (7:00pm)
 - Item 3.2: Traditional Territory Acknowledgement & Moment of Silence
 - Item 3.3: Amendments to/Acceptance of Agenda RES
 - Item 3.4: Request/Receive Disclosures of Interest

4. Presentations or Deputations
 - Item 4.1: Suzanne Kukko – Lake Superior Tourism Project

5. Minutes of Previous Council Meeting(s)
 - Item 5.1: Minutes of the November 15th, 2021 Regular Meeting of Council RES

6. Correspondence
 - Item 6.1: Resolutions from other Municipalities RES
 - Item 6.2: TBDSSAB – Update from the Board
 - Item 6.3: Red Rock, Nipigon & Dorion Public Libraries – Thank You
 - Item 6.4: Boots on the Ground – Peer Support for First Responders
 - Item 6.5: NOMA – November 24, 2021 Board Meeting Report
 - Item 6.6: FONOM – Highway Safety Concerns
 - Item 6.7: Wall of Remembrance – Ad Space RES
 - Item 6.8: Ministry of Northern Development & Mines – NORDS Fund
 - Item 6.9: Recreation Advisory Committee – Resignation RES

7. Reports from Committees, Boards or Agencies
 - Item 7.1: TBDSSAB – November 15, 2021 Open & Closed Session Minutes
 - Item 7.2: Environmental Committee Meeting – October 12, 2021 Minutes RES

8. Reports from Administration
 - Item 8.1: Report on Administrative Activity RES

- Item 8.2: Report on Ontario Ice Fishing Challenge RES
- Item 8.3: Report on NOMA Conference

- 9. By-laws
 - Item 9.1: By-law 2021-1261 – To formulate an Emergency Management Program RES

- 10. New Business

- 11. Unfinished Business
 - Item 11.1: C.U.P.E – OMERS Review
 - Item 11.2: John Smith – Tree Concern
 - Item 11.3: Debbie O’Connor – Water Concern
 - Item 11.4: Recreation Advisory Committee
 - Item 11.5: Business Recognition Program
 - Item 11.6: Council Recognition Program

- 12. Closed Session (continued, if required)

- 13. Report from Closed Session

- 14. Confirming By-law (#2021-1262) RES

- 15. Adjournment



— Lake Superior or North Shore —

Tourism Project

Suzanne Kukko, North Shore Tourism Coordinator
December 6th, 2021





 Superior
COUNTRY

Mission

To build and sustain a world class tourism destination for visitors by marketing the region, fostering relationships with members, and collaborating with partners.





Travel Guide

FISH • STAY • PLAY • DIN



Staff

Dan Bevilacqua
Executive Director

Vicki Banning
Executive Assistant

Suzanne Kukko
North Shore Tourism Coordinator

Shalane Sarrasin
Tourism Product Development Intern

Brooke Russell
Marketing Coordinator Intern

Location

Tourist Information Centre
@ Nipigon

Interests

Publications
Websites
Social Media
Product Development



Economic Benefits of Tourism Sector



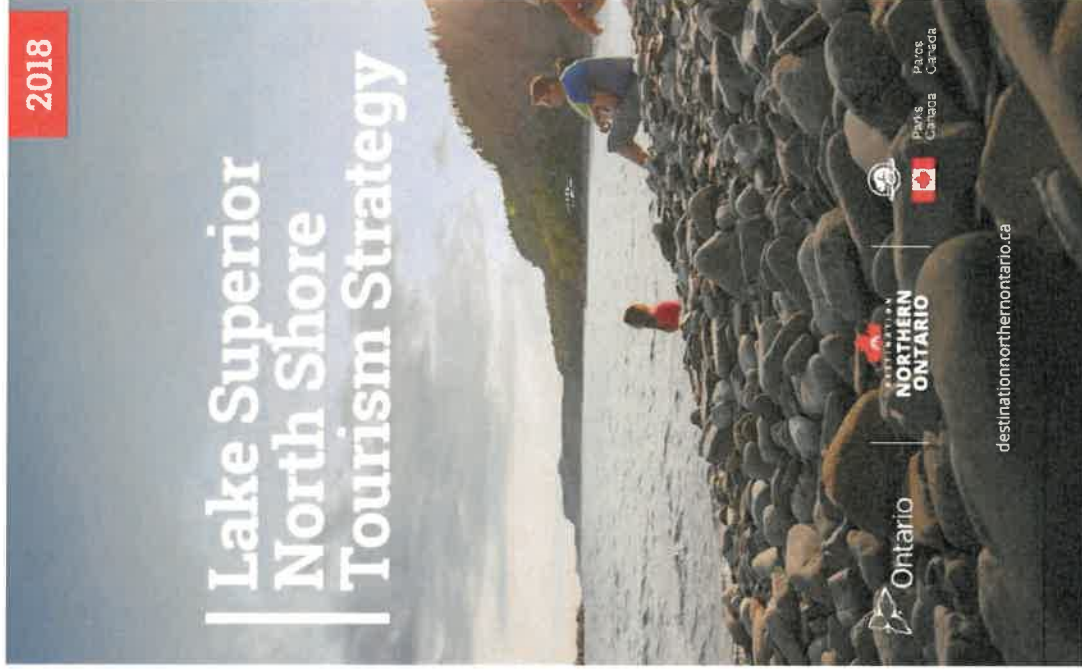
Source: Ontario.ca

“Tourism is a key economic driver in Ontario, generating over \$36 billion in economic activity and supporting 400,000 jobs.”

“In 2017, Northern Ontario attracted 7.4 million overseas and domestic tourist visits, contributing \$1.2 billion to the province’s economy.”

We deserve
a piece
of that pie!





- 2018 LSNST Strategy completed
- 2019 Superior Country applied to FedNor
- 2020 \$328,000 FedNor application approved
- Partners brought on board
- LSNST Project commenced July 1st, 2020 – objective to implement the LSNST Strategy

Lake Superior or North Shore Tourism Project



What?

- Three-years, \$450,000
- Hire a full-time tourism coordinator
- Focussing on tourism **product development**
- Vision is for the North Shore to develop into a tourist destination

Where?

Silver Islet to
Manitouowadge

Who?

- FedNor & Parks Canada
- Destination Northern Ontario & SNCFDC
- Dorion, Red Rock, Nipigon, RRIB, Schreiber, Terrace Bay, Marathon, Manitouowadge



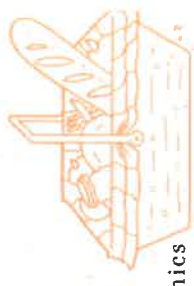
What is a Tourism Product?

Superior Picnic Adventures

A tourism product is a good or service, or package of goods and services, for people who travel. i.e., Superior Picnics, Lake Superior Circle Tour, G of 7 Touring Route.

Order your

Superior Picnic Special



HERE!

www.SuperiorCountry.ca/Picnics



The building and development of marketable facilities, vacation packages and attractions.

What's Tourism Product Development?





What's Tour's Product Development?



It can involve creating a totally new experience, BUT often involves expanding or enhancing existing product.

- Extending a product line into a new season
- Fine tuning a product for the existing market
- Re-defining a product to meet the needs of a new market



Product Development Planning

- Group of 7 & Indigenous Group of 7 Strategies
- Culinary Strategy
- Accommodations Development
- Recreational Trails Market Readiness
- Water Access Point Planning

YEAR 1 Planning

Have you ever dreamed of owning an accommodations business?

It's time to invest in a motel, hotel, or bed and breakfast on Lake Superior's Canadian North Shore. Nestled on the scenic coast of the world's largest freshwater lake, the region offers a relaxed lifestyle and a myriad of investment opportunities.

Whether you are a long-time hospitality professional, or someone who is new to the industry, the North Shore is the place to be!

Northern Ontario 2019 - 2020	9.2 million visits	\$1.6 billion tourism receipts
Northwest Ontario 2019 - 2020	2.3 million visits	\$590 million tourism receipts

According to a Destination Northern Ontario Annual Report, the Northwest continues to be a significant contributor to Northern Ontario tourism, accounting for 2.3 million visits and \$590 million tourism receipts.

Years 2 & 3 Implementation



Implementation

- Superior Picnics Program
- Student Familiarization tours
- TEN Fast Track to Success
- Trails Market Readiness
- Great Lakes Waterfront Trail Expansion

Marketing/Communications

- Promote market-ready products
- Community outreach

Sustainability

- Develop a sustainable model for the project



How does the LSNST Project Benefit Participating Communities Like Red Rock?



- Provides tourism development support and advice for Township staff – creates CAPACITY
- Provides support and advice for businesses, local non-profit organizations and volunteer committees
- Develops and markets programs
- Facilitates training opportunities
- Ensures community's inclusion in regional tourism development/marketing
- It's the “glue” that keeps all of our north shore communities working in alignment



THANK YOU!

Questions?

Suzanne Kukko
North Shore Tourism Coordinator
www.superiorcountry.ca
www.lakesuperiorcircuitour.info



THE CORPORATION OF THE TOWNSHIP OF RED ROCK

944th REGULAR MEETING OF COUNCIL

NOVEMBER 15th, 2021

Present: Mayor: D. Robinson
Councillors: C. Todesco
G. Muir
M. McDonald

Chief Administrative Officer: M. Figliomeni
Director of Operations: B. Westerman
Fire Chief (electronically): R. Pitre
Community Development Officer: A. Davis

Regrets: S. Park

ONE: CLOSED SESSION

1.1 Resolution to Close the Meeting

No additions were presented to Council.

Resolution #1

Moved by: Councillor Muir
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council move into Closed Session at 6:30pm under the authorities as printed in the Agenda.

CARRIED

Council entered Closed Session. During the Closed Session, the following resolution was passed:

Resolution #2

Moved by: Councillor Todesco
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council rise from Closed Session at 6:59pm and report in Open Session.

CARRIED

The open session re-convened at 7:00pm.

TWO: REPORT FROM CLOSED SESSION

During Closed Session, Council discussed rewarding the Township Bursary, personnel matters and potential litigation.

THREE: PRELIMINARY MATTERS

3.1 Call to Order

Mayor Robinson called the meeting to order at 7:01 p.m.

3.2 Acceptance of the Agenda

No additions were presented to Council.

Resolution #3

Moved by: Councillor Todesco

Seconded by: Councillor Muir

BE IT RESOLVED THAT the Agenda for this Regular Meeting of Council on November 15, 2021 be approved, as presented.

CARRIED

3.3 Disclosures of Interest

In response to Mayor Robinson's request, no members disclosed interests in matters before council this evening.

FOUR: PRESENTATIONS OR DEPUTATIONS

No presentations or deputations were scheduled for the meeting.

FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS

Councillor McDonald noted a difference of wording for Item 8.2 of the presented Council Minutes of November 2, 2021.

Resolution #4

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council approves the minutes for the November 2, 2021 Regular Meeting of Council.

CARRIED

SIX: CORRESPONDENCE

6.1 Superior Country Newsletter

Council posed no questions or discussions regarding the correspondence.

6.2 CUPE Ontario – OMERS Review

CAO Figliomeni recommended deferring the item until the next meeting, as further information had come into the CAO's office preceding the meeting.

6.3 John Smith – Tree Concern

During a preliminary investigation of the tree, Mr. Figliomeni noted that the tree does appear to be on the resident's property and not on the Township's property.

6.4 Debbie O'Connor – Water Concern

Councillor Muir asked if the problem had been rectified. CAO Figliomeni mentioned that flushing of hydrants had been performed during the time the letter was received and that the Water Main Relining Project set to start in the spring should fix the problem. Council decided to defer the item so that an internal investigation into the water and usage could be conducted.

SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

No minutes of Committees or Boards were presented to Council.

EIGHT: REPORTS FROM ADMINISTRATION

8.1 Report from Director of Operations

Councillor Muir asked if the water lines on Newton Avenue could be flushed in the winter to improve the quality of the water for those residents. Mr. Westerman answered that it can be done; and that he would flush the service and take a meter reading to see how long it takes to clear the water next time the problem arises.

Resolution #5

Moved by: Councillor Muir
Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from the Director of Operations be received, as presented.

CARRIED

8.2 Report from Fire Chief

Councillor Muir asked about the status of the compressor. The Fire Chief stated that the compressor has been serviced by Superior Air Compressors in Thunder Bay, and that A.J. Stone will no longer be servicing the compressor.

Resolution #6

Moved by: Councillor Muir
Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from the Fire Chief be received and that the resignation of Desmond Maidment be accepted, with regret.

CARRIED

8.3 Report from Community Development Officer

Councillor Todesco asked if Council will be a part of the Community Strategic Plan. The CDO responded that there will be Council, Administration and Staff consultation and workshops throughout the process.

Resolution #7

Moved by: Councillor Todesco

Seconded by: Councillor Muir

BE IT RESOLVED THAT the report from the Community Development Officer be received, as presented.

CARRIED

8.4 Report on Administrative Activity

Councillor Todesco asked for an update on the discussions with Bruno's Contracting. The CAO stated that after discussions with Mr. Di Gregorio, the Township would reach out to the Municipality of Shuniah in regards to the CN Rail property. Upon further discussions, he learnt that the Municipality of Shuniah is not pursuing the property of land between Shuniah and Nipigon, as they are solely focused on the Shuniah portion. Mr. Figliomeni mentioned that has also been in touch with a CN Rail representative and will be discussing the possible purchase of the property with them as well.

Resolution #8

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report on Administrative Activity be received, as presented.

CARRIED

8.5 Report on Payment Vouchers

Councillor Todesco commented that he had recently spoken with Fred Dean, a municipal solicitor, regarding the payment voucher process. He noted that it was outdated, and that he would prefer to see Council receive variance reports instead.

Resolution #9

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the following payments be approved:

GENERAL

PAYMENT

DATE	CHEQUE NOS.	AMOUNT
10/29 – 11/05	4582 - 4629	\$ 37,805.30
		\$ 37,805.30

ELECTRONIC FUNDS TRANSFERS

DATE	CHEQUE NOS.	AMOUNT
10/29 – 11/05	124 – 140	\$ 12,831.15

8.8 Report on Recreation Advisory Committee

Councillor Muir suggested to dissolve the Recreation Advisory Committee, and initiate a Town Events Committee that focuses on a broader spectrum of events. Mayor Robinson voiced concern over the proposal, noting that the Recreation Centre is set to receive a large upgrade in the near future. Council directed Administration to look at changing the scope of the Recreation Advisory Committee to include a larger range of events.

8.9 Report on Business Recognition

Councillor Todesco proposed the idea of having businesses come to Council before their meetings to present and promote their local businesses to the community. Councillor McDonald suggested promoting the business online or producing a flyer for the residents. Councillor Muir suggested a business spotlight on the Township's Facebook page.

NINE: BY-LAWS

No by-laws were presented at this meeting.

TEN: NEW BUSINESS

10.1 Council Recognition Program

Councillor Muir presented a potential Council Recognition Program for staff and volunteers throughout the year based on nominations by community members, other staff or volunteers. Mayor Robinson noted that some volunteers are more visible with their work in the community while others are doing work behind the scenes.

ELEVEN: UNFINISHED BUSINESS

11.1 Council Meeting Land Recognition

CAO Figliomeni presented a Traditional Territory Acknowledgement to start the Council Meetings in the future. The following resolution was passed.

Resolution #13

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT all Council Meetings begin with a Traditional Territory Acknowledgement, beginning December 6, 2021.

CARRIED

TWELVE: CLOSED SESSION

Council did not go back into Closed Session.

THIRTEEN: REPORT FROM CLOSED SESSION

There was no report from Closed Session.

		\$ 12,831.15
MANUAL		
DATE	CHEQUE NOS.	AMOUNT
9/24 – 10/26	6144 – 6159	\$ 52,748.95
		\$ 52,748.95
PAYROLL		
DATE	CHEQUE NOS.	AMOUNT
11/04	465 – 490	\$ 26,157.77
		\$ 26,157.77
TOTAL PAYMENTS		<u>\$ 129,543.17</u>
		CARRIED

8.6 Report on Holiday Schedule

Councillor Todesco voiced his concerns regarding the closure and services that would not be provided during the period. Mr. Figliomeni mentioned that the closure would reflect 2 business days.

Resolution #10

Moved by: Councillor Muir
 Seconded by: Councillor Todesco

BE IT RESOLVED THAT the Municipal Office be closed for the holiday season beginning December 24, 2021 until January 3, 2022; and that any late payment penalties be held off until Wednesday, January 5, 2022.

CARRIED

8.7 Report on Council Meeting Holiday Schedule

Councillor Todesco suggested reducing Council's honorarium by half for the month of January.

Resolution #11

Moved by: Councillor Todesco
 Seconded by: Councillor Muir

BE IT RESOLVED THAT the regular scheduled Council Meeting on January 3, 2022 be cancelled.

CARRIED

Resolution #12

Moved by: Councillor Muir
 Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council reduce their honorarium to 50% in the month of January 2022.

CARRIED

FOURTEEN: CONFIRMING BY-LAW

Resolution #14

Moved by: Councillor McDonald

Seconded by: Councillor Muir

BE IT RESOLVED THAT By-law 2021-1260, to confirm the proceedings of this evening's meeting, be passed as circulated.

CARRIED

FIFTEEN: ADJOURNMENT

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 8:10p.m.

Mayor

Chief Administrative Officer/Clerk

Requests for Resolution Support from Other Municipalities

Council Meeting December 6, 2021

The following subject-matter resolutions not previously considered by Council, have been received:

No.	Date	Municipality (or Municipalities)	Subject Matter
1.	November 24	Municipality of Durham	Bus Stop Dead End Roads
2.	December 1	City of St. Catherines	National Childcare Program



November 24, 2021

The Honourable Doug Ford
Premier of Ontario
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

The Regional
Municipality
of Durham

Corporate Services
Department
Legislative Services

605 Rossland Rd. E.
Level 1
PO Box 623
Whitby, ON L1N 6A3
Canada

905-668-7711
1-800-372-1102
Fax: 905-668-9963

durham.ca

Don Beaton, BCom, M.P.A.
Commissioner of Corporate
Services

Dear Premier Ford:

RE: Bus Stop Dead End Roads, Our File: T02

Council of the Region of Durham, at its meeting held on November 24, 2021, adopted the following resolution:

"Whereas Dead-End Road delegations have been received from parents in attached correspondence, website www.durhamdeadendroadkids.ca and video www.youtube.com/watch?v=pCVNLsUKk&t=18s noting approximately 386 Durham Region kids and families remain in crisis walking kilometres daily to wait on highspeed roadway shoulders with winter dark coming;

And whereas the Ontario Ministry of Transportation has responded and now amended their Policy to allow and provide guidelines for reversing a school bus on a dead end road <https://www.ontario.ca/document/official-ministry-transportation-mto-bus-handbook/special-safety-precautions-school-bus-drivers> which is in keeping with the previous historic practice of using smaller buses, doing 3-point turns and using a spotter in rural areas;

And whereas to date 10 municipalities across Ontario have passed a resolution endorsing Scugog's bus stops on dead end roads Resolutions CR-2021-086 (April 26, 2021) and CR-2021-175 (June 28, 2021), given family safety challenges exist on dead-end roads throughout the province;

And whereas Report PWIS-2021-022, Williams Point Road and Beacock Road School Bus Turnarounds, be received noting municipal cost for construction of school bus turnarounds is prohibitive with 178 dead end roads now not accessed by Durham District School Board alone not including hundreds of roads around province, and any funds invested in turnarounds would not be consistent with asset management priorities promoted by the Province of Ontario;

If you require this information in an accessible format, please contact 1-800-372-1102 extension 2097.

And whereas to date Durham Student Transportation Services have not re-considered the previous motions or adjusted their policies, citing Ontario Ministry of Transportation policy changes are “guidelines” only, <https://www.durhamregion.com/news-story/10445254-mto-tweaks-unlikely-to-reverse-scugog-route-changes-dsts/> are not “direction to school boards” <https://www.durhamregion.com/news-story/10445254-mto-tweaks-unlikely-to-reverse-scugog-route-changes-dsts/> , maintaining far-distanced highspeed roadside common stops are safer;

Now therefore be it resolved:

That Council request the Ministry of Education and the Province of Ontario to amend policies requiring Student Transportation Services and School Boards around the Province work with parents to facilitate the use of smaller buses, spotters, and 3-point turns or backing up where necessary, to provide safer service to dead-end and private road children and prevent the need for additional turnarounds to be constructed on municipal roads; and

That a copy of this motion and the staff report from the Township of Scugog be forwarded to Premier Doug Ford, Honorable Stephen Lecce (Minister of Education), Honorable Caroline Mulroney (Minister of Transport), Durham Student Transportation Services, all school boards serving Durham Region, Haliburton-Kawartha Lakes-Brock MPP Laurie Scott, all Durham MPPs, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), and Association of Municipalities of Ontario (AMO).”

Please find enclosed a copy of Report #PWIS-2021-022, from the Township of Scugog, for your information.

Ralph Walton

Ralph Walton,
Regional Clerk/Director of Legislative Services

RW/ks

Attachment

- c: The Honourable Stephen Lecce, Minister of Education
The Honourable Caroline Mulroney, Minister of Transport
Nadiya Viytiv, Durham Student Transportation Services



December 1, 2021

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: National Childcare Program
Our Files:**

Dear Premier Ford,

At its meeting held on November 15, 2021, St. Catharines City Council approved the following motion:

“WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women’s full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to childcare by lowering parent fees and expanding the supply of regulated not-for-profit and public childcare in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- (a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- (b) improve the wages and working conditions of early childhood educators, and
- (c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on



a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.”

If you have any questions, please contact the Office of the City Clerk at extension 1524.

A handwritten signature in black ink, appearing to read "Bonnie Nistico-Dunk".

Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Niagara Area MPPs
Ontario Municipal Social Services Association
Ontario Municipalities
Association of Municipalities of Ontario, amo@amo.on.ca



Update from the Board

TBDSSAB Board Newsletter | November 16, 2021

In this issue:

[Message from the Chair](#)

[Next Meeting](#)

[Spotlight: Homelessness Service System](#)

[July Meeting Reports](#)

[Feedback](#)

Message from the Chair

Dear Partners,

Please find below the September 2021 issue of Update from The Board – the monthly newsletter from the Board of Directors of The District of Thunder Bay Social Services Administration Board.

Please circulate to members of your respective Municipal Councils.

The purpose of this newsletter is to keep our municipal stakeholders informed about TBDSSAB activities by providing an overview of TBDSSAB Board information and reports following all monthly meetings.

At the September Board meeting, the Board was presented with reports related to third-quarter updates, risk management, advocacy and engagement, and the Ontario Works service plan. Links to these reports are available in this newsletter.

The Board was pleased to join the TBDSSAB team in celebrating housing milestones in August, and their Staff Appreciation BBQ in September. More information about these events is included in this newsletter.

Please refer to the TBDSSAB website for service hours at local offices: www.tbdssab.ca/about/service-area

Thank you, and stay safe.

Lucy Kloosterhuis

This edition of *Update from the Board* covers TBDSSAB's regular monthly meeting on **October 21, 2021**, as well as key initiatives taking place in this time span.

Our aim is to provide an overview of TBDSSAB Board information and reports in a timely manner following all monthly meetings.

Next Meeting

The November Board meeting is being held in two sessions:
Regular Meeting: Wednesday, November 17, 2021 at 1pm
Budget Meeting: Thursday November 18, 2021 at 10am

The Board meetings are scheduled to occur in person. Updates about community participation options will be posted to the [Board Meetings page](#) on our website.



Spotlights: Homelessness Service System

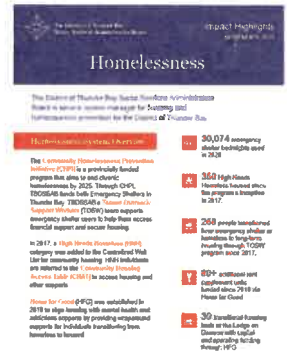
Statement from the Chair (October 22, 2021)

“In recent months, with an increase over the last few days, there has been significant media attention surrounding homelessness in Thunder Bay. As service system manager for the provincial Community Homelessness Prevention Initiative (CHPI) fund in our District, we know that these issues are not new. Recent media attention has certainly made homelessness more visible, but what has been in the spotlight is only the tip of the iceberg of a long-standing issue.”

[Click here to read the full statement](#)

Homelessness Highlights

At the October Board meeting, the ISS delivered a presentation about Homelessness. This presentation provided an overview of the homelessness service system, with a focus on programs and initiatives funded by TBDSSAB. For more information about what TBDSSAB does in the Homelessness sector, please click here to read the [Impact Highlights](#) (PDF).



Board Reports: Regular Board Meeting, October 21, 2021

CAO Advocacy Engagement Policy (last report in September)

Download: [Report 2021-43 \(PDF\)](#)

The Board was presented with the draft Advocacy & Engagement Policy for review and consideration. [READ MORE](#)

2021 Reserve and Reserve Fund Strategy Update

Download: [Report 2021-44 \(PDF\)](#)

The Board was provided with the annual update to the Reserve and Reserve Fund Strategy. [READ MORE](#)

The Board was provided with an update on the Ruskin Crescent direct-owned housing property destroyed by fire in January 2021. [READ MORE](#)

2021/22 Housing Portfolio Insurance Contract

Download: [Report 2021-45 \(PDF\)](#)

The Board was provided with the results of the 2021/22 property insurance quotation process for the TBDSSAB direct-owned housing portfolio. [READ MORE](#)

December 2021 Mortgage Renewal—1200 Jasper Drive

Download: [Report 2021-46 \(PDF\)](#)

The Board was provided with the upcoming mortgage renewal arrangements for the property located at 1200 Jasper

Drive in the City of Thunder Bay. [READ MORE](#)

Ruskin Crescent Direct-Owned Housing Property

Download: [Report 2021-47 \(PDF\)](#)

The Board was provided with an update on the Ruskin Crescent direct-owned housing property destroyed by fire in January 2021. [READ MORE](#)

Modernization of Elevator Cars—Jasper Place

Download: [Report 2021-48 \(PDF\)](#)

The Board was provided with information regarding the modernization of the elevator systems at Jasper Place in Thunder Bay, and an outline to the strategy to finance this unplanned capital project in 2021. [READ MORE](#)

Non-Profit Housing Provider Expiry of Mortgages

Download: [Report 2021-49 \(PDF\)](#)

The Board was provided with information related to upcoming changes for the *Housing Services Act, 2011 (HSA)* and on the new *Protecting Tenants and Strengthening Community Housing Act, 2020* and the potential impact on contractual relationships and support of non-profit housing providers post mortgage expiry. [READ MORE](#)

Social Services Relief Fund—Phase 3 Update

Download: [Report 2021-50 \(PDF\)](#)

The Board was provided with updated information regarding the Ministry of Municipal Affairs and Housing (MMAH) Social Services Relief Fund (SSRF) Phase 3. [READ MORE](#)

Emergency Shelter Funding Policy Revision

Download: [Report 2021-51 \(PDF\)](#)

The Board was presented with the draft revised Emergency Shelter Funding Policy for review and consideration. [READ MORE](#)

DSSMSSAB Home Ownership Pilot Update

Download: [Report 2021-52 \(PDF\)](#)

The Board was provided with information concerning the District of Sault Ste. Marie Social Services Administration Board Home Ownership Pilot. [READ MORE](#)

2021 Ontario Works Client Satisfaction Survey

Download: [Report 2021-53 \(PDF\)](#)

The Board was provided with the results from the 2021 OW Client Satisfaction Survey. [READ MORE](#)

Board reports for past meetings are available on our website:
tdssab.ca/board/reports/



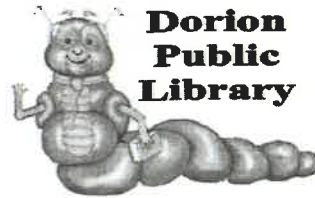
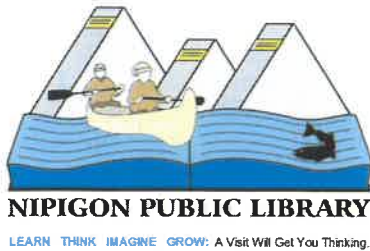
**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Feedback

We appreciate feedback and comments regarding the content of this newsletter.

Contact:

Carole Lem,
Communications & Engagement Officer
E: Carole.Lem@tdssab.ca
T: 807-766-4219
TF: 1-877-281-2958



November 2021.

Simone Marchand
Dorion Public Library
170 Dorion Loop Road
Dorion, ON, P0T 2K0

dorlib@tbaytel.net
<https://www.facebook.com/dorionpubliclibrary/>

Ph / Fx:
807-857-2289

Nancy Carrier
Red Rock Public Library
Box 285, 42 Salls Street,
Red Rock, ON, P0T 2P0

rocklib@gmail.com
www.olsn.ca/redrock

Ph / Fx:
807-886-2558

Sumiye Sugawara
Nipigon Public Library
Box 728, 52 Front Street.,
Nipigon, Ontario, P0T 2J0

NipigonPL@gmail.com
www.nipigon.net

Ph / Fx:
807-887-3142

Township of Red Rock,
Red Rock, ON,

Dear Council,

Nipigon, Red Rock and Dorion Public Libraries partnered to promote our fourth—*A Superior Adventure*. This event promotes healthy citizens and outdoor activities in the Nipigon, Red Rock, and Dorion areas.

Thank you for your \$25 gift card donation. Your business name / logo were promoted in the event brochure, on Facebook, and on posters in our communities.

People of all ages who emailed or showed library staff a picture (proof of participation) were entered to win. There were some weekly, monthly, and final random and grand prize draws. A few lucky participants won more than once. Winners included: Samantha C., Daryn W., Alexis S., Sandra P., Keri W., Elaine B., Sandy W..

Eighty-nine (89) participants took part in seven (7) challenges, and two (2) Zoom sessions for a total of 202 times. The Nipigon, Red Rock, and Dorion Public Libraries thank you very much for your support.

Sincerely,

Nancy, Simone, Sumiye,
Librarians.

A Superior Adventure



Boots On The Ground

Peer Support for First Responders



Our mission is to provide confidential, caring and compassionate peer support to First Responders across the Province of Ontario. We offer our services to retired and serving First Responders.

If you would like more information, please visit:
www.bootsontheground.ca, Twitter @BootsOTGround, or
Facebook @ [bootsonthegroundpeersupport](https://www.facebook.com/bootsonthegroundpeersupport)

If you would like to speak to a member of Boots On The Ground, please call our toll free number:

1-833-677-2668



Boots On The Ground

Peer Support for First Responders

Boots On The Ground is a group of dedicated, retired and serving First Responders who work together to provide confidential peer support, available 24/7. All team members have Peer Support and Suicide prevention training, and they follow the procedures and protocols established by the Boots On The Ground Steering Committee.

Boots On The Ground is a non-profit organization completely run and staffed by volunteers - ready to listen to you.

*If you are in crisis call 911,
call your local crisis line,
or go to your nearest hospital.*

In partnership with:



#WEGETYOURBACK011



911 PRIORITY
PROTECTING THOSE WHO SERVE

Digital Ally™
CAPTURE TRUTH



Representing the Districts of Kenora, Rainy River and Thunder Bay

P.O. Box 10308, Thunder Bay, ON P7B 6T8
www.noma.on.ca

p. 807.683.6662 e. admin@noma.on.ca

November 30, 2021

Attention: Mayor and Council

NOMA Board Meeting Summary Report for November 24, 2021

Policy Amendments & Office Budget Policy: The policy amendments were reviewed, and there were no objections. The Executive director will upload amended policies to the website. An office budget was approved and has been added to the Financial Management Policy.

NOMA discussed our 2022 Conference & AGM: The Conference will be in person at the Fort Frances Curling club on April 27th to April 29th with a streaming option. We will not offer a hybrid conference due to costs. There will not be a significant cost reduction for streaming option. The Executive Director booked off rooms for board members and were directed to call provide their information for the rooms. The ED will secure blocks of hotel rooms at hotels in Fort Frances for our conference guests. ED will send out invitations next week to Ministers, AMO, FONOM, and ROMA Presidents, and sponsors. The theme of the conference this year will be "Thriving in a Time of Change".

OMERS/CUPE: The Board will be looking into this issue and continuing discussions at our next board meeting.

NOMA Membership Levies: NOMA 2022 Membership Levies will be raised by 2% from 2021.

Lakehead University Presentation: NOMA participated in a presentation by Moira McPherson, Heather Murchison, and Richard Longtin regarding what is happening in Lakehead University this year and opportunities to work together. The Executive Director will share Richard Longtin's contact information with board to be our point of contact person. We will participate in their economic development certification in the future. ED will discuss potential student partnership opportunity with Richard.

NWMO Municipal Forum Representative: The Executive Director, Andrea Strawson, and CAO of Atikokan, Jason Young, were appointed as NOMA representatives on the NWMO Municipal Forum.

Course of Sustainable Northern Ontario Economic Development: Northern Policy Institute and Laurentian University are offering a new Sustainable Northern Ontario Economic Development course beginning Jan 2022. This is an educational opportunity available to all municipalities. The Executive Director will participate in this course.

Letter of support to Minister Smith to sustain existing waterpower: NOMA will send a letter to Minister Smith in support of sustaining existing small hydro power.

Minister Meeting Request re Crown Lands: NOMA representatives Fred Mota, Mark Vermette, Doug Hartnell and Jody Davis will participate in ministry meeting regarding Crown Lands.

Municipal Association/League Updates:

TBDML – Rick dumas had nothing to report.

KDMA – Mayor Fred Mota welcomed new Board member Dan Reynard (Kenora). Discussed crown land and the importance of this issue. Fred noted their AGM will take place in Dryden Jan 18-20th.

RRDMA – Deb Ewald reported AGM is January 15th in Chapple.

Executive Director Report:

NOMA has submitted ROMA Multi-Minister Delegation Request and will participate in a joint delegation with FONOM & NOSDA regarding Mental Health, Addictions, and Homelessness.

The Strategic Plan Survey and result analysis is complete, and the NOMA Board participated in their 2nd strategic Planning session on November 24th.

A discussion occurred regarding natural gas and an energy strategy for Northwestern Ontario. The Executive Director will obtain a meeting with Minister Smith to discuss the future of energy in Ontario, where we are going and how we will get there.

Executive Director is exploring RFQ process for 2023 NOMA Conference.

Issue Tracker Updates:

OMPF – Rick Dumas reported most allocations in region went down and only a few went up while many communities in the south saw increases. Though OMPF funding amount stayed the same the community allocations did not stay the same.

Mining – Mark Vermette reported on need to keep moving on legacy project and tailing facilities.

Energy – This topic was added back to the issue tracker. Jim Vezina will report to file.

The Next NOMA Board meeting will take place on February 23rd in Thunder Bay. Jim Vezina sends his regrets.

Please contact me at any time if you wish to discuss any NOMA matters.

Sincerely,



Andrea Strawson
Executive Director of NOMA
(807) 683-6662
admin@noma.on.ca



November 29, 2021

Honourable Minister Caroline Mulroney
Ministry of Transportation
5th Floor, 777 Bay Street
Toronto, ON, M7A 1Z8
SENT VIA EMAIL:
caroline.mulroney@pc.ola.org

Dear Minister Mulroney,

The Board Members of both the Federation of Northern Ontario Municipalities (FONOM) and the Northwestern Ontario Municipal Association (NOMA) would like to thank you for all the work your ministry has done to twin the highways in Northern Ontario. This endeavor has greatly enhanced driver safety and efficiency along these routes.

However, NOMA and FONOM are concerned with the safety issues caused by transport drivers on Northern Highways. Our members have shared their observations, and we are aware of the series of recent accidents.

As you are familiar, Highways 11 and 17 dissect many of our communities and many homes are close to the Highways. We believe more injury, deaths, and property damage will continue without help from your ministry.

Together our Boards would ask you to consider changes to the rules and regulations regarding transport licenses, including higher and stricter penalties. We offer suggestions such as financial fines, higher demerit penalties, and longer vehicle impoundment. We believe that these measures will help the industry regulate itself.

We look forward to working with your ministry to discuss these proposed legislative changes to the regulations.

Sincerely,

A handwritten signature in black ink, appearing to read "Danny Whalen".

Danny Whalen
Councillor, Temiskaming Shores
President of FONOM
705- 622-2479

A handwritten signature in black ink, appearing to read "Wendy Landry".

Wendy Landry
Mayor of Shuniah
President of NOMA
807-626-6686

The Handers fields the poppies grow
Between the crosses, row on row
That mark our place: and in the sky
The larks still bravely singing, fly
Scarce heard amid the guns below.



With help from our supporters, the National Wall of Remembrance Project is working to pay tribute to every man and woman who fell while serving and protecting our country.

Located in Kingston, ON, this monument recognizes Canada's fallen soldiers from the War of 1812 through Afghanistan.

The physical monument is complemented by a virtual component, so loved ones can pay tribute from anywhere in the world.

Both come together to create a single place of remembrance for both the living and the dead, a unique collaborative project by veterans and other proud Canadians.

Your support of Remembrance Magazine allows this project to continue growing, so we can reach our goal of creating a place where families, friends & the general public can come to visit, honour and remember.

Love to all of you



Canadian **FALLEN**.ca

In partnership with
iMEDIA
NORTHSIDE INC

We are the Dead. Short days ago
We lived, felt dawn, saw sunset glow,
Loved, and were loved, and now we lie
In Flanders fields.



THANK YOU FOR YOUR INTEREST IN THE NATIONAL WALL OF REMEMBRANCE PROJECT

**JOIN MORE THAN
2.5 MILLION CANADIANS
WHO VISIT OUR WEBSITE EVERY YEAR
TO HONOUR & REMEMBER THEIR LOVED ONES.**

Canadian **FALLEN**.ca

National Wall of Remembrance Association

610-120 Barrett Court.
Kingston, ON K7L 5H6
Telephone: 1-877-554-2622
Email: info@worassociation.ca
www.worassociation.ca

ADVERTISEMENT SIZES



FULL PAGE AD
174.625 x 254mm / 6.875 x 10 Inches



QUARTER PAGE AD
85.725 x 123.825mm / 3.375 x 4.875 Inches



HALF PAGE AD
174.625 x 123.825mm / 6.875 x 4.875 Inches



EIGHTH PAGE AD
85.725 x 123.825mm / 3.375 x 2.375 Inches

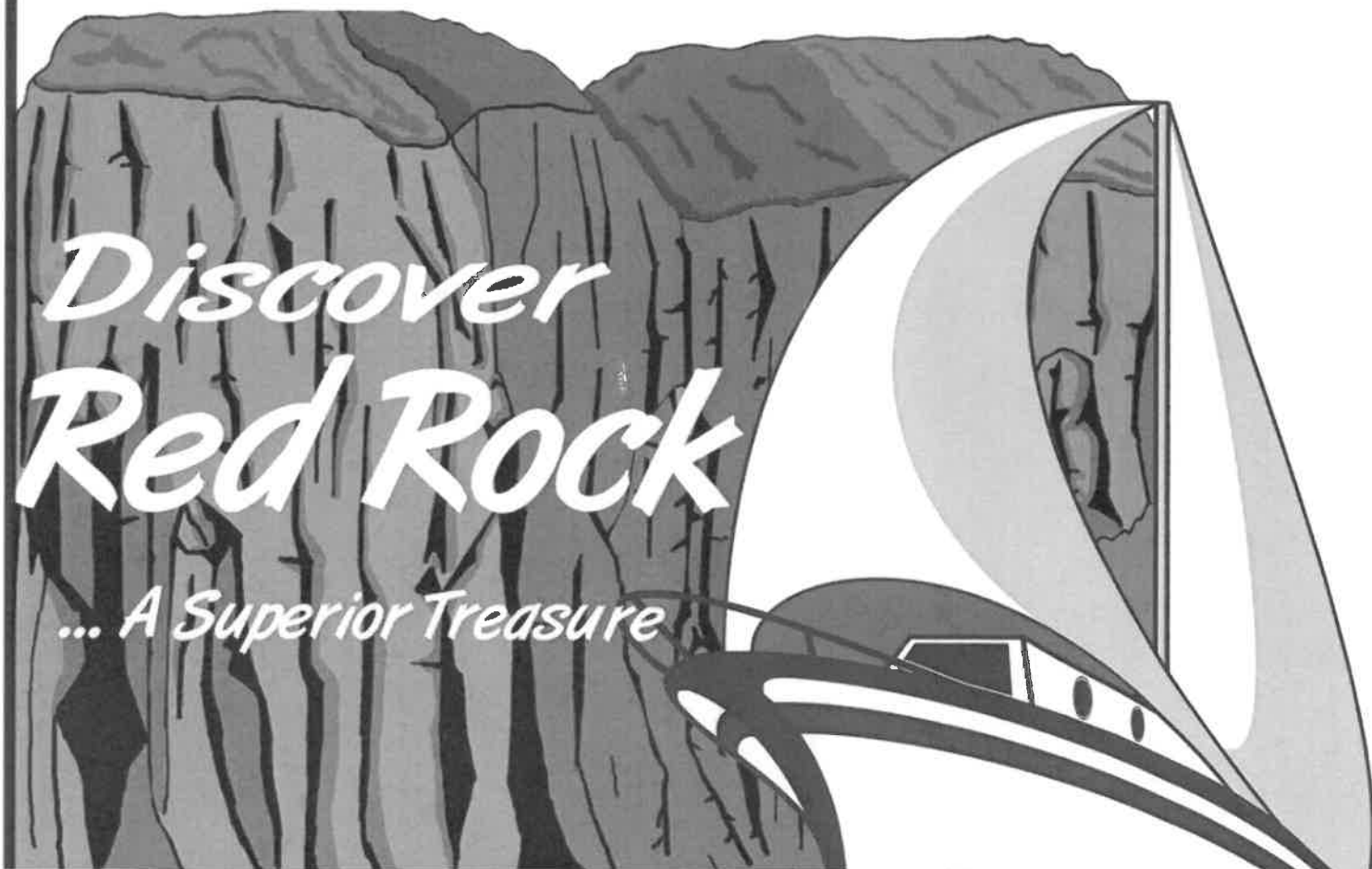
Please ask your Account Representative
for more details or email
nwora_info@imedianorthside.com



Township of Red Rock
42 Salls Street, P.O. Box 447
Red Rock, ON P0T 2P0
Tel.: (807) 886-2245
Fax: (807) 886-2793

Discover
Red Rock

... A Superior Treasure



**Ministry of Northern
Development, Mines,
Natural Resources and
Forestry**

Office of the Minister

99 Wellesley Street West
Room 6630, Whitney Block
Toronto ON M7A 1W3
Tel: 416-314-2301

**Ministère du
Développement du Nord,
des Mines, des Richesses
naturelles et des Forêts**

Bureau du ministre

99, rue Wellesley Ouest
Bureau 6630, Édifice Whitney
Toronto ON M7A 1W3
Tél.: 416 314-2301



774-2021-241

November 24, 2021

Her Worship Darquise Robinson
Mayor
Township of Red Rock
42 Salls Street, PO Box 447
Red Rock, ON P0T 2J0
drobinson@redrocktownship.com

Dear Mayor Robinson:

I am pleased to write to you regarding the Northern Ontario Resource Development Support (NORDS) Fund.

As I announced today, our government, through the new NORDS Fund, is investing \$15 million annually over the next five years in municipalities across Northern Ontario to help offset some of the impacts that resource development can have on local municipal and community infrastructure.

All 144 municipalities in Northern Ontario are eligible to receive funding under the new NORDS Fund to support investments in municipal and community infrastructure projects. Based on community size, an annual allocation has been identified for each municipality in Northern Ontario.

This new funding will complement existing funding streams available to municipalities for infrastructure projects. To help address and respond to municipal priorities, the NORDS Fund is flexible and will allow municipalities to stack with other programs, carry-over unused allocations year over year, and pursue partnerships with other northern municipalities to support regional projects.

I am pleased to confirm that Township of Red Rock's annual allocation is \$67,095.39. This annual allocation can fund projects that began on or after April 1, 2021.

You can begin submitting project information on December 7, 2021, through the Transfer Payment Ontario website available at www.ontario.ca/page/get-funding-ontario-government.

.../2

Chelsea DeGagne, a Northern Development Advisor from my ministry's Regional Economic Development Branch, will reach out to you shortly to provide support, or to answer any questions you may have. Ms. DeGagne can also be contacted by telephone at 807-620-1350, or by email at chelsea.degagne@ontario.ca.

Our government remains committed to working with and supporting municipalities across Northern Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Rickford". The signature is written in a cursive style with a large initial "G" and "R".

The Honourable Greg Rickford
Minister of Northern Development, Mines, Natural Resources and Forestry

Recreation Centre

From: Kristin Maenpaa <klmaenpaa@gmail.com>
Sent: Saturday, October 9, 2021 4:44 PM
To: Recreation Centre
Subject: Re: Rescheduling of Advisory Meeting

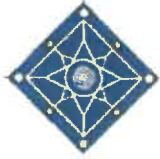
Unfortunately I am no longer able to participate on the Rec Advisory Committee.

Kristin

Sent from my iPhone

On Oct 5, 2021, at 12:33 PM, Recreation Centre <recreationcentre1@bellnet.ca> wrote:

The Advisory meeting will need to be rescheduled to Wednesday, October 20th. Please confirm, thanks.
<Notice of Meeting - October 20, 2021.doc>



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 15/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: October 21, 2021

TIME OF MEETING: 10:00 a.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Crystal Simeoni, Manager, Housing Programs
Keri Greaves, Manager, Finance
Jennifer Lible, Manager, Social Assistance Programs
Michelle Wojciechowski, Manager, Intake and Eligibility
Roxanne Brunelle-Crupi, Manager, Human Resources
Carole Lem, Communications & Engagement Officer
Larissa Jones, Communications Assistant

REGRETS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

William Bradica, CAO declared a perceived conflict of interest regarding the 2021/22 Housing Portfolio Insurance Contract as he is the Board Chair of Housing Services Insurance Incorporated.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 21/60

Moved by: Andrew Foulds
Seconded by: Elaine Mannisto

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for October 21, 2021, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 13/2021 (Regular Session) and Meeting No. 14/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 16, 2021, were presented for confirmation.

Resolution No. 21/61

Moved by: Kim Brown
Seconded by: Shelby Ch'ng

THAT the Minutes of Board Meeting No. 13/2021 (Regular Session) and Meeting No. 14/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 16, 2021, be confirmed.

CARRIED

PRESENTATIONS

Homelessness

A presentation regarding Housing and Homelessness was presented for the information of the Board. A copy of the presentation was provided to the Board prior to the meeting.

Ken Ranta, Director, Integrated Social Services Division introduced the Integrated Social Services Team that would be presenting, presented the introduction to the Homelessness presentation and responded to questions.

Crystal Simeoni, Manager, Housing Programs, provided an overview of the Community Homelessness Prevention Initiative and the Sheltering System and responded to questions.

On consensus, the Board directed Administration to provide a report to the Board relative to the Operational Review on Shelter House Thunder Bay.

William Bradica, CAO responded to questions and provided clarification.

Michelle Wojciechowski, Manager, Intake and Eligibility presented information regarding the Service Prioritization Decision Assistance Tool and various Tables that TBDSSAB is a part of and responded to questions.

Crystal Simeoni, Manager, Housing Programs provided information relative to the Home For Good Program and the Lodge on Dawson.

Jennifer Libe, Manager, Social Assistance Programs presented information regarding life stabilization and the Housing Security Fund and responded to questions.

Ken Ranta, Director, Integrated Social Services provide information on Reaching Home Rural and Remote and responded to questions.

William Bradica, CAO provided further information regarding the federal Rapid Housing Initiative and responded questions.

On consensus, the Board directed Administration to prepare an advocacy position for Board approval relative to requesting more funding for homeless prevention within our District.

Financial Context for 2022 Budget Process

A copy of the presentation regarding the Financial Context for the 2022 Budget Process was provided to the Board prior to the meeting.

Due to limited time and on consensus of the Board, Administration only responded to questions regarding the Financial Context for 2022 Budget Process.

At 11:55 a.m. Georgina Daniels, Director, Corporate Services, Crystal Simeoni, Manager, Housing Programs, Keri Greaves, Manager, Finance, Jennifer Lible, Manager, Social Assistance Programs, Michelle Wojciechowski, Manager, Intake and Eligibility and Carole Lem, Communications & Engagement Officer left the meeting and the Board Chair called for a break for lunch.

At 12:20 p.m. the meeting reconvened in regular session with the remaining members of Administration in attendance.

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to labour relations regarding CUPE Collective Bargaining and with respect to personal matters regarding identifiable individuals including Board employees and with respect to the sale of property by a funded agency.

Resolution No. 21/62

Moved by: Kevin Holland
Seconded by: Kim Brown

THAT the Board Adjourn to a closed meeting relative to the receipt of information with respect to labour relations regarding the CUPE Collective Bargaining and with respect to personal matters regarding identifiable individuals including Board employees and with respect to the sale of property by a funded agency.

CARRIED

The Meeting reconvened in regular Session with William Bradica, CAO, Ken Ranta, Director, Integrated Social Services, Georgina Daniels, Director, Corporate Services, Keri Greaves, Manager, Finance, Roxanne Brunelle-Crupi, Manager, Human Resources, Carole Lem, Communication and Engagement Officer, Larissa Jones, Communications Assistant and Glenda Flank Executive Assistant in attendance.

REPORTS OF ADMINISTRATION

CUPE Collective Bargaining Mandate

Report No. 2021CS-08 (CAO Division) was presented in Closed Session providing information relative to the CUPE Collective Bargaining Mandate, for consideration in Regular Session.

Resolution 21/62A

Moved by: Brian Hamilton
Seconded by: Kevin Holland

THAT with respect to Report No. 2021CS-08 (CAO Division), we recommend that Administration proceed as directed in Closed Session.

CARRIED

2021 Reserve and Reserve Fund Strategy Update

Report No. 2021-44 (Corporate Services Division) providing the annual update to the Reserve and Reserve Fund Strategy, was presented for consideration of the Board.

Georgina Daniels, Director, Corporate Services responded to questions.

Resolution No. 21/63

Moved by: Andrew Foulds
Seconded by: Jody Davis

THAT with respect to Report No. 2021-44 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2021 Reserve Fund Strategy provided within the Report;

AND THAT the necessary By-law be presented to the Board, for consideration.

CARRIED

At 1:04 p.m. William Bradica, CAO and Roxanne Brunelle-Crupi left the meeting and Ken Ranta, Director, Integrated Social Services assumed the position as secretary of the meeting.

**2021/22 Housing Portfolio Insurance
Contract**

Report No. 2021-45 (Corporate Services Division) was presented to the Board to provide the results of the 2021/22 property insurance quotation process for TBDSSAB direct-owned housing portfolio for consideration.

At 1:13 p.m. Crystal Simeoni, Manager, Housing Programs joined the meeting.

At 1:19 p.m. Aldo Ruberto, Board Member rejoined the meeting.

Georgina Daniels, Director, Corporate Services responded to questions.

Resolution No. 21/64

Moved by: Andrew Foulds
Seconded by: James Foulds

THAT with respect to Report No. 2021-45 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, accept the property insurance quotation provided by Marsh Canada Limited, in the amount of \$637,816.37;

AND THAT the Director, Corporate Services Division be authorized to bind coverage and complete any administrative requirements of the insurance renewal process.

CARRIED

At 1:39 p.m. William Bradica, CAO returned to the meeting.

**December 2021 Mortgage Renewal
1200 Jasper Drive**

Report No. 2021-46 (Corporate Services Division) was presented to the Board to provide the upcoming mortgage renewal arrangements for the property located at 1200 Jasper Drive for consideration.

Resolution No. 21/65

Moved by: Andrew Foulds
Seconded by: Kim Brown

THAT with respect to Report No. 2021-46 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB), approve the Ministry Resolution as attached, to be duly signed in accordance with TBDSSAB By-Law No. 01-2017 (Governance and Procedural);

AND THAT we authorize the Board Chair and Chief Administrative Officer to execute the mortgage financing documents related thereto.

CARRIED

Ruskin Crescent Direct-Owned Housing Properties

Report No. 2021-47, (Corporate Services Division) relative to providing the Board with an update on the Ruskin Crescent direct-owned housing property destroyed by fire in January 2021 and providing Administration's recommendation, was presented for consideration.

Georgina Daniels, Director Corporate Services confirmed that Administration was recommending Option Number 1.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

Resolution No. 21/66

Moved by: Kevin Holland
Seconded by: Jody Davis

THAT with respect to Report No. 2021-47, (Corporate Services / Integrated Social Services Divisions), we, The District of Thunder Bay Social Services Administration Board, approve the rebuild of the Ruskin Crescent Direct-Owned Housing Property, to be financed in accordance with the insurance claim process;

AND THAT should the cost to rebuild exceed the insurance proceeds, the Chief Administrative Officer is directed to finance the difference from the Capital Regeneration Reserve Fund in an amount not to exceed \$50,000;

AND THAT a Report be prepared and presented to the Board upon project completion.

CARRIED

Modernization of Elevator Cars – Jasper Place

Report No. 2021-48, (Corporate Services Division) relative to providing the Board with information regarding the modernization of the elevator systems at Jasper Place in Thunder Bay, and to outline the strategy to finance this unplanned capital project in 2021, was presented to the Board for consideration.

Resolution No. 21/67

Moved by: Andrew Foulds
Seconded by: Kim Brown

THAT with respect to Report No. 2021-48 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board approve the capital project to modernize the elevator system at Jasper Place, and financing in the amount up to \$157,000, from the Housing Portfolio Capital Reserve Fund.

CARRIED

Non-Profit Housing Provider Expiry of Mortgages

Report No. 2021-49 (Corporate Services Division) was presented to the Board to provide information related to upcoming legislation changes, the potential impact on contractual relationships and support of non-profit housing providers post mortgage expiry and Administration's recommendation for consideration.

Resolution No. 21/68

Moved by: Brian Hamilton
Seconded by: Ray Lake

THAT with respect to Report No. 2021-49 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve, on an interim basis, a continued subsidy relationship with Part VII non-profit housing providers whose mortgages have expired, as presented;

AND THAT as the new regulations for the Housing Services Act are developed and released, a full review and recommendation on the future status of non-profit housing provider relationships will be developed and presented.

CARRIED

Social Services Relief Fund Phase 3
Update

Report No. 2021-50 (Integrated Social Services Division) was presented to the Board providing updated information regarding the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 3 for information only.

Emergency Shelter Funding Policy Revision

Report No. 2021-51 (Integrated Social Services Division) relative to providing a revised Emergency Shelter Funding Policy for the Board's review and consideration.

Resolution No. 21/69

Moved by: James Foulds
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2021-51 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the draft revised Emergency Shelter Funding Policy as presented;

AND THAT we authorize the Chief Administrative Officer to amend the policy with respect to housekeeping items, as may be required from time to time.

CARRIED

District of Sault Ste. Marie Social Services
Administration Board Home Ownership Pilot
Project Update

Report No. 2021-52 (Integrated Social Services Division) was presented to the Board with information concerning the District of Sault Ste. Marie Social Services Administration Board Home Ownership Pilot Project, for information only.

At 1:38 p.m. Jennifer Lible, Manager, Social Assistance Programs and Michelle Wojciechowski, Manager, Intake and Eligibility joined the meeting.

2021 Client Satisfaction Survey Results

Report No. 2021-53 (CAO Division) was presented to provide the Board with the results from the 2021 Ontario Works Client Satisfaction Survey, for information only.

William Bradica, CAO and Ken Ranta, Director, Integrated Social Services responded to questions.

Transfer of Thunder Bay Deaf Housing Inc.

Report No. 2021CS-09 (Integrated Social Services) was presented to the Board in Closed Session.

Resolution No. 21/69A

Moved by: Ray Lake
Seconded by: Kevin Holland

THAT with respect to Report No. 2021CS-08 (Integrated Social Services Division) the Chief Administrative Officer proceed as directed in Closed Session with respect to Thunder Bay Deaf Housing Inc. transfer.

CARRIED

CORRESPONDENCE

BY-LAWS

First and Final Reading

Resolution No. 21/70

Moved by: Andrew Foulds
Seconded by: Jody Davis

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Administrative Officer, sealed and numbered:

A By-law to repeal By-law Number 04-2020 and to adopt amended Records Retention Schedules for The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to repeal By-law Number 04-2020 and replace with By-law number 01-2021.

Authorization: Board Meeting 2021Oct21

BY-LAW NUMBER 01-2021

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, November 17 and 18, 2021, in the 3rd Floor Main Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 21/71

Moved by: Kevin Holland
Seconded by: Brian Hamilton

THAT Board Meeting No. 15/2021 of The District of Thunder Bay Social Services Administration Board, held on October 21, 2021, be adjourned at 1:41 p.m.

CARRIED



Chair



Chief Administrative Officer



**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 16/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: October 21, 2021

TIME OF MEETING: 12:20 p.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William Bradica, CAO
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Roxanne Brunelle Crupi, Manager, Human Resources
Crystal Simeoni, Manager, Housing Programs
Larissa Jones, Communications Assistant

REGRETS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

REPORTS OF ADMINISTRATION

CUPE Bargaining Mandate

Report No. 2021CS-08 (CAO Division) was presented to the Board providing information regarding the upcoming round of collective bargaining for information of the Board and consideration in Regular Session.

William Bradica, CAO and Roxanne Brunelle Crupi, Manager, Human Resources responded to questions.

Administration to present a recommendation in Regular Session to approve the collective bargaining mandate as presented.

Staffing Issues

A verbal update was provided by William Bradica, CAO regarding personnel matters with respect to identifiable individuals relating to a recent item reported in the media.

William Bradica, CAO responded to questions.

At 12:37 p.m. Ken Ranta, Director, Integrated Social Services, Crystal Simeoni, Manager, Housing Programs, Carole Lem, Communications and Engagement Officer, Larissa Jones, Communications Assistant and Glenda Flank, Executive Assistant joined the meeting.

Transfer of Thunder Bay Deaf Housing Inc.

Report No. 2021CS-09 (Integrated Social Services) was presented to the Board to provide information on the proposed transfer of Thunder Bay Deaf Housing Inc.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

ADJOURNMENT

Resolution No. 21/CS07

Moved by: Elaine Mannisto
Seconded by: Andrew Foulds

THAT the Board (Closed Session) Meeting No. 16/2021 of The District of Thunder Bay Social Services Administration Board, held on October 21, 2021, be adjourned at 12:41 p.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

6th REGULAR MEETING OF ENVIRONMENTAL COMMITTEE OCTOBER 12, 2021

Present: Councillors: Gord Muir
Melissa McDonald

Community Members: Kathy Chappell
Cindy Brand
Cindy Poulin
Melissa Harvey

Regrets: None

Public Attendance: Yes

PRELIMINARY MATTERS

- Item 1.1 Councillor Muir called the meeting to order at 7:31 pm.
- Item 1.2 Agenda was accepted by all, with an addition of 5.1: Meeting Date and 5.2: Township Posting Environmental Committee Minutes.
- Item 1.3 Request/Receive Disclosure of Interest - N/A

PRESENTATIONS OR DEPUTATIONS

None registered for this meeting.

MINUTES OF PREVIOUS COMMITTEE MEETING(S)

The Minutes of the September 14, 2021 Minutes were approved as amended. Moved by K. Chappell, Second by C. Poulin.

Carried.

CORRESPONDENCE

None.

NEW BUSINESS

- Item 5.1 Councillor McDonald brought forward the need to change the meeting date so that the Committee's Minutes or Recommendations are available to Town Council for the second meeting of the month when other departments reports are on the Agenda. General discussion took place and it was agreed to move the meeting date to the second Tuesday of the month with the time remaining at 7:30 p.m. Moved by G. Muir, seconded by M. Harvey.

Carried

ACTION: Notify the CAO of the new meeting date.

Item 5.2 G. Muir advised that the Environmental Committee Minutes were not yet posted on the Township's social media sites. Several people have asked about where the Minutes and Reports are posted. The CAO has been provided with all Minutes. K. Chappell requested that all the reports provided with the Committee's Minutes be included on the social media sites.

RECOMMENDATION:

This Committee will provide the CAO with a Recommendation have all of this Committees Minutes, including all reports posted on the Townships social media sites.

UNFINISHED BUSINESS

Item 6.1 K. Chappell advised that she spoke with a local business owner regarding this committee assisting local businesses with public educational and displays. Further discussion took place regarding moving forward with recycling, and how to get Town Council and the Township on board. We discuss the need to education the public on the procedures of recycling, the possibility of creating a survey for the public to complete and see what level of interest there is in the community to have a recycling program. We also discussed the possibility of having a Town Hall Meeting regarding recycling, with the possibility of having a guest speaker, perhaps someone from EcoSuperior.

We further discussed to move forward with having the CDO attend one of our meeting to discuss the possibility of grants.

There was additional discussion regarding the high level of commitment of the Committee regarding recycling and the need to get Council's input regarding funding.

ACTION: M. McDonald will draft a letter for financial support from community stakeholders.

RECOMMENDATION:

That the Red Rock Township review the Recycling options provided in the Minutes of August 17, 2021 and provide this Committee with a cost analyst regarding funding which will allow this Committee to move forward with implementing a recycling program.

That the CDO look into available Grants for recycling.

Item 6.2 Discussion took place regarding the matter of commercial vehicles idling and parking. We discussed that all vehicle idling is an Environmental issue that needs to be addressed.

RECOMMENDATION:

That Red Rock Township implement an Emission By-Law.

- Item 6.3 There was a brief discussion regarding Property Standards Enforcement process. We discussed following up with the CAO regarding this matter.

RECOMMENDATION:

Possibility of the CAO looking into the process so that citizens do not have to report on their neighbour. This was discussed at our August 17, 2021 meeting.

- Item 6.4 There was discussed regarding the Tree Wrapping and the lose of a tree besides Mr. and Mrs. Brown's bench. It was very exciting to see so many trees wrapped and grouped in wire. We discussed contacting the Beautification committee to see if they have any funding to purchase trees for the boardwalk area or area where the trees are missing and need to be replaced.

We further discussed requesting Town Council to implement the use of guards on the grass trimmers to prevent damage to the lower portion of the trees.

ACTION: Thank Council and Public Works for moving forward with the tree wrapping.

ACTION: Request the CAO or Blair Westerman, Public Works Superintendent provide this Committee the number of trees that have been successfully wrapped to date.

RECOMMENDATION:

That Red Rock Township place guards on all grass trimmers to prevent further damage to the base of all trees.

NEXT MEETING

Tuesday November 2, 2021 at 7:30 p.m. Location will be in the Seniors Room at the Recreation Centre.

ADJOURN

The meeting was adjourned at 9:01 p.m.



Gord Muir – Chair



Cindy Brand - Secretary

ENVIROMENTAL COMMITTEE RECOMMENDATIONS TO TOWN COUNCIL

October 12, 2021

Recommendation #1

That the Environmental Committee's Minutes and Reports from May 25th to present and continuing forward be posted on all Red Rock Township's social media sites including but not limited to the web page and Facebook.

Recommendation #2

That the Red Rock Town Council review the Recycling options provided in the Minutes of August 17, 2021 and provide this Committee with a cost analyst regarding funding which will allow this Committee to move forward with implementing a recycling program.

Recommendation #3

That the CDO investigate Grants available for recycling and provide her findings to this Committee.

Recommendation #4

That Red Rock Town Council implement an Emission By-Law.

Recommendation #5

That Red Rock Township place guards on all grass trimmers to prevent damage to the base of trees.

Recommendation #6

That Town Council provide and update regarding this Committee's recommendation that Red Rock Town Council elimination the need for neighbours having to report on each other regarding unsatisfactory property standards. We suggest that the Property Standards person simply once or twice a month conduct a drive around and evaluate the properties and whether there is a need to issue a warning/citation to a homeowner. This committee believes this would be a more effective way to ensure homeowners are following the townships property standards requirements, neighbours do not have to report on each other, and with moving to the Property Standards person taking ownership for the reporting, neighbour might be more incline to be more diligent in maintaining their yard properly.

**The Corporation of the Township of Red Rock
Administrative Report**

Date: December 6th, 2021
To: Mayor and Council
Subject: CAO Activity Report
Submitted by: Mark Figliomeni – CAO/Clerk

DISCUSSION:

This report is for information only and provides Council with an update on the activities within the office of the CAO.

Please feel free to ask any questions that you may have and reach out at any time.

Summary of Activity

- *Meeting with McSweeney & Associates – Strategic Plan – Meet & Greet
- *MMAH Municipal Election Training – 2 Day Training Session
- *Meeting with Insurance Broker – Initial 2022 Discussions – Renewal
- *Meeting with Ontario Ice Fishing Challenge – Discussions
- *NOMA Board Meeting – Strategic Plan – NORDS Announcement
- *Meetings with OCWA – 2022 – Capital Budget Initial Discussions
- *Meetings with PSD Citywide – Asset Management Plan
- *Meeting with FCM – Asset Management Funding
- *Meeting with CAO Township of Nipigon
- *Meeting with MPAC – Quarterly Update
- *Weekly NWO Update – Covid -19 – TBDHU
- *Meeting with Bruno’s Contracting – Development Strategy
- *Bi-weekly Staff Meetings
- *Day to Day operations- General Discussions / Stakeholders
- *Continue to study and learn all aspects of operations.

This is a summary of some of the activity within Administration & the Office of the CAO, things continue to go well and remain busy. We continue to strive to move forward as a community and a team, this is our major focus & part of our overall vision.

Mark Figliomeni

CAO/Clerk/Acting Treasurer

**The Corporation of the Township of Red Rock
Administrative Report**

Date: December 6th, 2021
To: Mayor and Council
Subject: 2022 Ontario Ice Fishing Challenge
Submitted by: Mark Figliomeni – CAO/Clerk

RECOMMENDATION:

Administration is looking for direction from Council.

DISCUSSION:

Ontario Ice Fishing Challenge – Get out and go fishing this winter !

See Attached – Financial Commitment - \$1000.00

Verbal Update – CAO

ATTACHMENTS: 1

Ontario

2022 Ice Fishing Challenge

A Covid-safe ice fishing tournament to help Ontario anglers get out and go fishing this winter.

**Will your town be crowned
the Ice Fishing Capital in 2022?**

Event runs February 1 to Feb 28, 2022 across Ontario.

By Angler's Atlas and MyCatch



MyCatch
Tournaments



Background

- In Feb of 2021, we held the first Ontario Ice Fishing Challenge....we are going to hold another event for the month of Feb in 2022! In 2021, we had almost 700 angler participants.
- These tournaments use our mobile app called **MyCatch**. Anglers take a picture of the fish on a measuring device and **MyCatch** does the rest.
- Here are some ways your community can benefit:
 - Helping local anglers have fun this winter doing what they love - fishing!
 - Supporting local businesses with an event that generates local sales for gear and supplies.
 - A shoulder season event for both local and travelling anglers to help boost your tourism economy. Your community as a sponsor will be called out many times!



An ideal way to socially distance.

The Idea

We are hosting the second Ontario Ice Fishing Challenge for Ontario anglers from February 1 to 28, 2022.

Your town will have their own leaderboard showing the catches of your local anglers. The “collective catch” will compete with other towns to be crowned the ***Ice Fishing Capital***.

Below are the key stages of this real *and* virtual event:

1. Promotion and recruitment will begin shortly and are driven through social media.
2. Rules meeting and award ceremonies are held on Facebook Live.
3. Possible prizes for weekly themes, such as pike, walleye, trout.
4. Local prizes for local anglers will be listed with sponsor calls if applicable.
5. Final awards ceremony to crown the ***Ice Fishing Capital***.

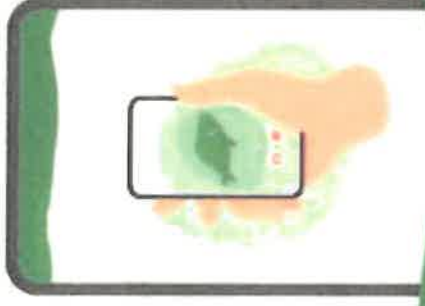


Example of a catch photo from Walleye Wars in Saskatchewan.

MyCatch App Tutorial Video



**HOW TO LOG A
TOURNAMENT
CATCH**



The Buy-In

Community sponsorship support:

- \$1,000 + tax commitment to the event
- Agree to support promotion through community social media channels
- Where possible, introduce MyCatch team to local leaders in angling and business community

In Return, each community receives:

- A safe and fun way for local anglers to escape the Covid blues and go fishing!
- A venue to boost the tourism economy
- Dedicated event page for the tournament
- Local leaderboard with local anglers
- Chance to win the *Ice Fishing Capital*

Who will wear the Ice Fishing Crown?



MyCatch
Tournaments

Past Tournament Examples

2021 Ontario Ice Fishing Challenge (Tourism)

- Focused on tourism sector
- Anglers who want to have a fun with family & friends
- View [Leaderboard](#)
- View [Facebook](#)



Walleye Wars (Pro Anglers)

- Focused on top tier anglers
- Anglers who are serious about winning
- View [Leaderboard](#)
- View [Facebook](#)



For more information, please contact Jim Clarke:
jim.clarke@anglersatlas.com

**The Corporation of the Township of Red Rock
Administrative Report**

Date: December 6th 2021
To: Mayor and Council
Subject: NOMA Conference – Fort Frances
Submitted by: Mark Figliomeni – CAO/Clerk

DISCUSSION:

NOMA Conference is April 27th – 29th (In-Person) in Fort Frances .

There will be an option for streaming live but with limitations. More details to follow.

Administration is looking for direction on who will be interested in attending this conference.

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

BY-LAW 2021-1261

BEING A BY-LAW TO FORMULATE AN EMERGENCY MANAGEMENT PROGRAM

WHEREAS the Province of Ontario has passed the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, as amended;

AND WHEREAS Section 2.1(1) of the Act requires that every municipality shall develop and implement an Emergency Management Program and the Council of the municipality shall, by by-law, adopt the Emergency Management Program;

AND WHEREAS Section 3(1) of the Act requires that every municipality shall formulate an Emergency Response Plan, outlining the provision of necessary services during an emergency, the procedures related thereto, and the manner in which employees of the municipality and other persons will respond to the emergency, and the Council of the municipality shall by by-law adopt the Emergency Response Plan;

AND WHEREAS Section 4(1) of the Act makes provision for the Head of Council of a municipality to declare that an emergency exists in the municipality, or any part thereof, and may take such action and make such orders as he or she considers necessary, and are not contrary to law, to implement the Emergency Response Plan of the municipality in order to protect the property, health, safety and welfare of the inhabitants of the emergency area;

AND WHEREAS Section 9(c) of the Act provides for the designation of one or more members of Council who may exercise the powers and perform the duties of the Head of Council under this Act during the absence of the Head of Council or during his or her inability to act.

NOW THEREFORE, the Council of the Corporation of the Township of Red Rock ENACTS AS FOLLOWS:

- 1) That Council approve the development, implementation, maintenance, testing and review of an Emergency Management Program in accordance with the standards published by the Office of the Fire Marshal and Emergency Management, and such program shall include:
 - a) An Emergency Response Plan;
 - b) The Emergency Management Program Committee and the Emergency Management Control Group shall be chaired by the Community Emergency

Management Coordinator (CEMC), and shall include the Chief Administrative Officer (CAO), Public Works Superintendent and the Fire Chief.

- c) Where an emergency has been declared, alternates may be appointed by the Mayor, CEMC or CAO depending on the availability of personnel.
 - d) Training programs and exercises for employees of the municipality and other persons with respect to the provisions of necessary services and procedures to be followed;
 - e) Ongoing public education on the risks to public safety with an emphasis on emergency preparedness;
 - f) The completion of a Hazardous Identification Risk Assessment (HIRA) and an annual review thereof;
 - g) Completion of a Critical Infrastructure Listing, noting key infrastructure required to maintain a continuity of operations within the municipality, and an annual review thereof;
 - h) An Emergency Operations Centre, to be used by the municipal emergency control group in an emergency;
 - i) Designation of an Emergency Information Officer (EIO) who shall prepare and disseminate emergency information messages after review from the Mayor. The EIO is the primary media and public contact for the municipality in an emergency. This position shall be filled by the Deputy Clerk.
 - j) Annual review, maintenance and enhancement of the Emergency Management Program and updating of all resource and contact listings;
 - k) Other activities as required by the Office of the Fire Marshal and Emergency Management to meet the requirements of the Act, and any regulations, policies and procedures related thereto.
- 2) That the Emergency Response Plan, attached hereto as Schedule "A" of this By-Law, is hereby adopted.
 - 3) That where required by law, and for personal privacy and protection, certain personal information and resources identified in the Emergency Response Plan are not to be made public.
 - 4) That Council authorizes the Community Emergency Management Coordinator, or his or her alternate, to make administrative changes to the Emergency Response Plan including personnel changes, organizational changes, contact information, phone numbers and other administrative matters.

Read a first and second time
this 6th day of December, 2021.

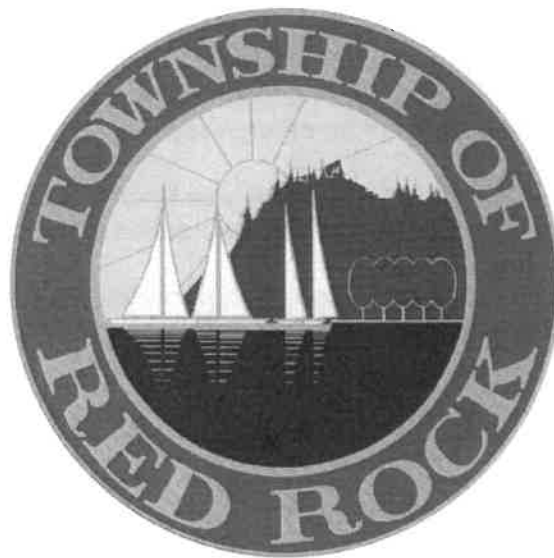
Read a third time and finally passed
this 6th day of December, 2021.

Mayor

Chief Administrative Officer/Clerk

MUNICIPAL EMERGENCY MANAGEMENT PROGRAM:

EMERGENCY RESPONSE PLAN



The Corporation of the Township of Red Rock



FOREWORD

Emergencies are defined as situations or the threat of impending situations abnormally affecting the health, safety, welfare or property of the community, which by their nature or magnitude require a controlled and coordinated response by all agencies. These are distinct from routine operations carried out by municipal agencies, e.g. fire, police, or roads departments, etc.

The *Emergency Management and Civil Protection Act* is the authority for the by-law formulating this municipal emergency response plan. This plan prescribes procedures for and the manner in which municipal employees and other persons will respond to an emergency.

The *Emergency Management and Civil Protection Act* states "The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area." Accordingly, it is clear that the principal function of the Municipal Emergency Control Group (MECG), if assembled, is to assist the Head of Council in making and placing in effect any decisions and orders that are made to control and mitigate the effects of an emergency.

All members of Council, MECG, and members of responding agencies should read the plan, know where their copy is kept and be familiar with their duties in the event of an emergency.

In addition to this Emergency Plan, each responding department/agency may also have its own emergency plan or standard operating procedures, call-out and resource list.

Table of Contents

ABBREVIATIONS	5
AIM	6
AUTHORITY	7
COMMUNITY SUMMARY	8
EMERGENCY MANAGEMENT PROGRAM COMMITTEE (EMPC)	9
ANNUAL REVIEW AND MAINTENANCE	10
ANNUAL PRACTICE EXERCISES	11
COMMUNITY EMERGENCY MANAGEMENT COORDINATOR (CEMC).....	12
MUNICIPAL EMERGENCY CONTROL GROUP (MECG).....	13
IMPLEMENTATION OF PLAN.....	14
ALERTING THE MECG.....	15
MECG DUTIES	17
MAYOR'S DUTIES	18
PROVINCIAL EOC (PEOC)	19
CAO/CLERK TASKS	20
PUBLIC INFORMATION OFFICER TASKS.....	21
FIRE CHIEF/ PRIMARY CEMC TASKS.....	22
OPP DETACHMENT COMMANDER.....	23
THE SUPERIOR NORTH EMS MANAGER/SUPERVISOR TASKS.....	25
AREA MANAGER OF MCSS / TBDSSAB DUTIES.....	26
THE MEDICAL HEALTH OFFICER DUTIES.....	27
PUBLIC HEALTH NURSE DUTIES	27
DIRECTOR OF OPERATIONS TASKS	28
HOSPITAL ADMINISTRATOR TASKS	29
MNR DISTRICT MANAGER TASKS	30
BOARDS OF EDUCATION TASKS.....	31
ST. JOHN AMBULANCE CORPS SUPERINTENDENT TASKS	32
CANADIAN RED CROSS SOCIETY AREA DIRECTOR TASKS	33
SALVATION ARMY TASKS.....	34
COMMUNICATIONS PLAN	35
EVACUATION PROCEDURES	36
PUBLIC INFORMATION GUIDE – EVACUATION	37
PUBLIC INFORMATION GUIDE – DANGEROUS GASES	39
PUBLIC INFORMATION GUIDE – SEVERE WEATHER	40

MAP – SUPPORTING DOCUMENT “A”	42
MAP – SUPPORTING DOCUMENT “A” (Townsite)	43
HAZARD IDENTIFICATION AND RISK ANALYSIS (HIRA) – SUPPORTING DOCUMENT “B”	44
CRITICAL INFRASTRUCTURE – SUPPORTING DOCUMENT “C”	46
HYDRO OUTAGE – SUPPORTING DOCUMENT “D”	47
TELEPHONE OUTAGE – SUPPORTING DOCUMENT “E”	48
REFUELING – SUPPORTING DOCUMENT “F”	49
PLAN HOLDERS	50
DECLARATION OF EMERGENCY	51
TERMINATION OF EMERGENCY.....	52
CEMC ROLES AND RESPONSIBILITIES CHECKLIST	53
 <u>APPENDICES – For internal use ONLY (Not for public distribution)</u>	
APPENDIX A – COMMUNITY RECEPTION LOCATION PHONE NUMBERS	55
APPENDIX B – MECG CALL OUT LIST & RESOURCE NUMBERS	56

ABBREVIATIONS

CEMC	Community Emergency Management Coordinator
CPR	Canadian Pacific Railway
EIO	Emergency Information Officer
EMCPA	<i>Emergency Management and Civil Protection Act</i>
EMO	Emergency Management Ontario
EMP	Emergency Management Program
EMPC	Emergency Management Program Committee
EMS	Superior North Emergency Medical Service (Superior North EMS)
EOC	Emergency Operations Centre
HIRA	Hazard Identification and Risk Assessment
HOC	Head of Council
MCSS	Ministry of Community and Social Services
MCSCS	Ministry of the Solicitor General
MECG	Municipal Emergency Control Group or Community Control Group
MERP	Municipal Emergency Response Plan
MNR	Ministry of Natural Resources
MTO	Ministry of Transportation
OCWA	Ontario Clean Water Agency
ODSP	Ontario Disability Support Program
OPG	Ontario Power Generation
OPP	Ontario Provincial Police
PEOC	Provincial Emergency Operations Center
TBDHU	Thunder Bay District Health Unit
TBDSSAB	Thunder Bay District Social Services Administration Board
RRFD	Red Rock Fire Department

AIM

The aim of this Plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the Township of Red Rock when faced with an emergency.

It enables a centralized, controlled and coordinated response to emergencies in the Township of Red Rock, and meets the legislated requirements of the *Emergency Management and Civil Protection Act*.

The Township of Red Rock emergency response plan reflects an enhanced level approach to Emergency Management as defined by *Emergency Management and Civil Protection Act* and incorporates subordinate plans as annexes, which provide detailed response procedures for the most likely hazards, which confront the Community. These hazards have been determined through the conduct of an in-depth Hazard Identification and Risk Assessment (HIRA) by the Township of Red Rock Emergency Management Program Committee (EMPC).

AUTHORITY

The *Emergency Management and Civil Protection Act, R.S.O. 1990*, Chapter E.9, is the legal authority for this Emergency Response Plan in Ontario.

The *Emergency Management and Civil Protection Act* states that the:

“The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.”

As enabled by the *Emergency Management and Civil Protection Act*, this Emergency Response Plan and its' elements have been:

- Issued by under the authority of the Township of Red Rock By-Law No. _____; and
- Filed with the Emergency Management Ontario (EMO), Ministry of Community Safety and Correctional Services (MCSCS).

1. Definition of an Emergency

The *Emergency Management and Civil Protection Act* defines an emergency as:

“An Emergency means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

The Emergency Operations Centre (EOC) can be activated for any emergency for the purposes of managing an emergency, by maintaining services to the community and supporting the emergency site.

2. Action Prior to Declaration

When an emergency exists but has not yet been declared to exist, community employees may take such action(s) under this Municipal Emergency Response Plan (MERP) as may be required to protect property and the health, safety and welfare of the Township of Red Rock. The EOC may be activated for any emergency for the purposes of managing the emergency by maintaining services to the community and supporting the emergency response.

3. Requests for Outside Assistance

The Township of Red Rock may request the assistance of the Province of Ontario at any time by contacting EMO. The request shall NOT be deemed to be a request that the Province assume authority and control of the emergency.

4. Freedom of Information and Protection of Privacy

Any personal information collected under the authority of this Plan shall be used solely for the purpose of planning, preparing and conducting response to emergencies as defined in the *Emergency Management and Civil Protection Act*, and the release of information under this Plan shall be made in conformity with the *Municipal Freedom of Information and Protection of Privacy Act*.

COMMUNITY SUMMARY

The Township of Red Rock has a population of approximately 895 and is located on TransCanada Highway 11/17 continuing up to the south end of Highway 628 approximately 113 km East of the City of Thunder Bay and 36 km East of Dorion/Hurkett and 20 km West of Nipigon.

- The Township has a volunteer Fire Service and is policed by the Ontario Provincial Police (OPP).
- Emergency Medical services (land ambulance) are provided by Superior North EMS.
- The CPR's TransCanada railway line traverses Highway 628 dividing the Township's Rural Residential Properties and Residential Properties.
- Red Rock has 911 enhanced service.

The most probable emergencies to affect the Township are listed in the HIRA (Hazard Identification and Risk Analysis) which is attached as Supporting Document "B".

Red Rock's Critical Infrastructure is listed as Supporting Document "C".

Ontario Power Generation (OPG) has an Alexander Generating Station Safety and Emergency Preparedness and Response Plan. A copy of this plan is to be kept in the EOC.

This plan has additional Supporting Documents to deal with a

- Hydro outage (Supporting document "D");
- Telecommunications outage (Supporting Document "E"); and
- A designated Emergency Refueling Site ("Supporting Document "F").

If the evacuation of the population of the municipality were necessary, the primary reception municipality would be the CITY OF THUNDER BAY with the alternate being the Township of Schreiber and the Township of Terrace Bay.

- The evacuation routes are:
 - Highway 11/17 west to Thunder Bay
 - Highway 11/17 east to Schreiber and Terrace Bay

In the event that only the small portion of Red Rock is ordered evacuated, reception centres in the safe areas of the Township of Red Rock and Township of Nipigon will be utilized.

EMERGENCY MANAGEMENT PROGRAM COMMITTEE (EMPC)

1. Every municipality shall have an emergency management program committee. *O. Reg. 380/04, s. 11 (1).*

The Committee

2. The committee shall be composed of:
 - (a) The municipality's CEMCs;
 - (b) A senior municipal official appointed by the council;
 - (c) Such members of the council, as may be appointed by the council;
 - (d) Such municipal employees who are responsible for emergency management functions, as may be appointed by the council; and
 - (e) Such other persons as may be appointed by the council. *O. Reg. 380/04, s. 11 (2).*
3. The persons appointed under clause (2) (e) may only be,
 - (f) officials or employees of any level of government who are involved in emergency management;
 - (g) representatives of organizations outside government who are involved in emergency management; or
 - (h) persons representing industries that may be involved in emergency management. *O.Reg. 380/04, s. 11 (3).*
4. The council shall appoint one of the members of the committee to be the chair of the committee. *O. Reg. 380/04, s. 11 (4).*
5. The committee shall advise the council on the development and implementation of the municipality's EMP. *O. Reg. 380/04, s. 11 (5).*
6. The Township of Red Rock EMPC is comprised of the
 - Mayor; Chair
 - Chief Administrative Officer/Clerk,
 - the Fire Chief/CEMC,
 - Public Works Superintendent
 - Accountant/Deputy Clerk

The municipal EMPC's main responsibility is to oversee the development, implementation, and maintenance of the municipal EMP, including the municipal emergency response plan, public education program, training, and exercises. The committee is also accountable for the annual review of the municipality's EMP.

ANNUAL REVIEW AND MAINTENANCE

Under Section 3. (6) of the *Emergency Management and Civil Protection Act* Every municipality shall review and, if necessary, revise its emergency plan every year. EMCPA 2002, c. 14, s. 5 (3), and

The committee shall conduct an annual review of the municipality's emergency management program and shall make recommendations to the council for its revision if necessary. *O. Reg. 380/04, s. 11 (6)*

The Red Rock MERP was updated in 2021. It is essential that it be kept current and viable by following a regular maintenance schedule. The municipality's EMPC shall conduct an annual review of the municipal EMP/MERP. The Committee will insure that all mandatory activities have been conducted, determine any unmet needs, and to outline program activities and initiatives for the coming year. This includes a review of the MERP and also a review of the required annual exercise. The Committee shall make recommendations to the Council for any revision, if necessary, to the EMP or any specific parts of therein.

The responsibility of the Plan being kept up-to-date ultimately rests with the Community Emergency Management Coordinator (CEMC), who may delegate tasks accordingly. The emergency contact information and telephone numbers shall be reviewed on a regular but at a minimum, annual basis.

The notification system will be tested annually. The Plan will be exercised once every year as a minimum requirement. The Municipal Emergency Control Group (MECG) and its support staff will receive training and participate in an exercise once every year as a minimum requirement.

The CEMC in conjunction with the EMPC will determine the schedule under which the maintenance activities will be performed.

The CEMC may make minor administrative changes to the plan and its Appendices on an as required basis. Any major changes to the plan must go back to Council for approval.

ANNUAL PRACTICE EXERCISES

Under Section 3. (5) of the *EMCPA*, every municipality shall conduct training programs and exercises to ensure the readiness of employees of the municipality and other persons to act under the emergency plan.

The Municipal Emergency Control Group shall conduct an annual practice exercise for a simulated emergency incident in order to evaluate the municipality's emergency response plan and its own procedures. *O. Reg. 380/04, s. 12 (6)*

The following MERP holders should be invited to any such annual practice exercise as applicable:

- Mayor and Council
- Superior North EMS Representative
- Ministry of Natural Resources
- Thunder Bay District Health Unit,
- Principals or representatives of local schools:
 - Superior Greenstone District School Board
 - Nip-Rock High School
 - Learning Centre
 - Superior North Catholic District School Board
 - St. Hilary's School

COMMUNITY EMERGENCY MANAGEMENT COORDINATOR (CEMC)

(also referred to as “emergency management program co-ordinator”)

10. (1) *Every municipality shall designate an employee of the municipality or a member of the council as its emergency management program co-ordinator. O.Reg. 380/04, s. 10 (1)*
- (2) *The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario. O.Reg. 380/04, s. 10 (2)*
- (3) *The emergency management program co-ordinator shall co-ordinate the development and implementation of the municipality’s emergency management program within the municipality and shall co-ordinate the municipality’s emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management. O.Reg. 380/04, s. 10 (3)*
- (4) *The emergency management program co-ordinator shall report to the municipality’s emergency management program committee on his or her work under subsection (3). O.Reg. 380/04, s. 10 (4)*

The CEMC is responsible and accountable for coordinating the development and implementation of the municipality’s EMP in accordance with the standards set out in the EMCPA and Ontario Regulation 380/04.

Other roles of the CEMC include:

- Coordinate local EMPs with other municipalities, ministries or other organizations
- Ensure the municipality’s annual compliance with the EMCPA and associated regulations
- Serve as the primary contact during actual or impending emergencies as well as for routine communications

Red Rock’s CEMC’s currently are:

Primary CEMC

- Ryan Pitre, Fire Chief

Alternate CEMC's

- Mark Figliomeni, CAO/Clerk

Form 4-1 is the document that must be completed and submitted by the municipality for each appointed primary and alternate CEMC. It is attached at the end of this plan.

MUNICIPAL EMERGENCY CONTROL GROUP (MECG)

(casually referred to as the Community Control Group)

Every municipality shall have a municipal emergency control group composed of,

a) such officials or employees of the municipality as may be appointed by the council; and such members of council as may be appointed by the council. All emergency operations shall be directed and controlled by the MECG who will assemble at the Emergency Operations Center (EOC). The MECG shall be comprised of the following persons:



Mayor



Chief Administrative
Officer/Clerk



Fire Chief/C.E.M.C



Director Of Operations



Public Information Officer
/Deputy Clerk

Note: All members of the MECG must be notified when the plan is activated. Not all of the MECG members have to be present for the MECG to function. Additional personnel may be requested to assist the MECG (scribes, administrative assistants, runners etc.)

IMPLEMENTATION OF PLAN

ANY MEMBER of the MEEG, upon realizing the magnitude of an emergency or impending emergency warrants the plan's implementation, may do so.

- It is the responsibility of the first responding municipal agency at the scene of an emergency to assess the situation and to recommend whether this plan should be implemented.
- If the size or seriousness of the emergency appears beyond the capability or responsibilities of that agency, the plan shall be put into effect.
- Once the emergency exists, municipal employees may take such action(s) under this emergency plan as required to protect lives and property of the community even though an emergency has not been declared under the *Act*.

ALERTING THE MECG

On receipt of instructions from a member of the MECG, the **CAO/CLERK (or designate) will** call out the MECG. All members of the MECG will be called (or their designate if the MECG member cannot be contacted). In the event telephone service is out, the MECG will be notified through the most effective means. Whichever member of the group gives the call-out instruction will decide if this is to be a call-out or standby. Ensure the instructions are explicit.

Instructions will include:

1. This is an emergency call-out. Please attend the **EOC** at _____

OR

2. This is an emergency standby call only. Please remain by your telephone until further notice (etc.). The standby call may also be made by one of the MECG members who could supply more information.

Should the magnitude of an emergency be so extensive that communications are disrupted, and it is apparent to the MECG members that a disaster has occurred, they are to proceed to the EOC immediately.

- The Primary Emergency Operations Centre is the **RED ROCK MUNICIPAL OFFICE** (42 Salls St.)
- The Secondary Emergency Operations Centre is the **RED ROCK RECREATION CENTRE** (39 Brompton Rd.)

The primary EOC is:

Red Rock Municipal Office
42 Salls St.
Red Rock, ON
(807) 886-2245



The secondary EOC is:

Red Rock Recreation Centre
39 Brompton Rd.
Red Rock, ON
(807) 886-2284



MECG DUTIES

1. Appoint a site manager
2. Take such action as is necessary to minimize the effects of an emergency or disaster on the municipality or its inhabitants.
3. Direct, co-ordinate and supply administrative and logistic support to all municipal departments and volunteer organizations in controlling the emergency or disaster.
4. Be prepared to authorize the expenditure of municipal funds which are required for the preservation of life and health.
5. Establish an information center for issuance of accurate releases to the news media and for issuance of authoritative instructions to the general public.
6. Take initiative on any action required which isn't covered in the emergency plan.
7. Share information on the emergency and important action taken by you and your agency with other members of the MECG via a written flip chart type of device and retain the pages for record purposes.
8. The responsibilities of the MECG and these described for individual MECG members and responding agencies will vary depending on the type and magnitude of the event.
9. Be aware that communications usually are the first thing to break down in an emergency. Ensure the MECG communicate well within the group, to/from their department/agency, use maps when applicable or any other means to assist in sharing of information.
10. Members of the MECG will gather at regular intervals of business cycles to inform each other of actions taken and problems encountered. Frequency of meetings and agenda items will be established by the CAO/Clerk in consultation with the Mayor and CEMC. Meetings will be kept as brief as possible to allow members to carry out their individual responsibilities.
11. Ensure all personnel have been accounted for and advised of the termination of the emergency in order that no workers are left behind. Each agency should have a list of its personnel working during the emergency and use it as a "check-off list" at the termination of the emergency.
12. Individually maintain a log of all action taken.

MAYOR'S DUTIES

1. Act as Chair to the MECG
2. Consult with members of the MECG and decide if a state of emergency should be declared.
3. Declare an emergency under the *Emergency Management and Civil Protection Act*, if warranted.
4. Order an evacuation of people in the danger zone from a potentially life-threatening/health situation, if warranted and in consultation with applicable experts in the MECG
5. Ensure EMO has been notified by fax of the declaration of an "Emergency" via the Provincial EOC (PEOC).
6. Approve news and public announcements.
7. Request assistance from neighbouring municipalities for evacuation and reception centers, if applicable.
8. Update Council on the emergency as required.
9. If an "Emergency has been declared, terminate the "emergency" at the end of the situation and ensure PEOC is notified by fax.
10. Assist the CAO/Clerk with the application for and Municipal Disaster Recovery Assistance program funding.
11. Keep a log of all action taken.

Note: Under the *Emergency Management and Civil Protection Act*, in a municipality, only the "Head of Council (HOC)" may declare an emergency. If the HOC cannot declare because they cannot be reached or are unable to make the declaration then they will use their Acting HOC.

The head of council or the council of a municipality may at any time declare that an emergency has terminated.

The Premier of Ontario may declare the termination of an emergency.

PROVINCIAL EOC (PEOC)

Provincial EOC
Phone: 416-314-0472 or 1-866-314-0472
Website: www.ontario.ca/emo
Email: peocdo01@ontario.ca

To Report Emergencies OR Request Provincial Assistance contact the PEOC Duty Officer (24/7) at:

Telephone: **(416) 314 - 0472 / (416) 314 - 0473**

Toll free: **(1-866) 314 - 0472**

Fax: **(416) 314 - 0474**

If you experience any difficulty in contacting the PEOC Officer call the OPP Duty Officer at:
(705) - 329 - 6950

Other Provincial Emergency Operation Centre Contacts
(These Numbers are only staffed during activation of the PEOC.)

When PEOC is activated	Phone	Fax
Community Assistance Team	416-314-9140 416-314-9133 416-314-6221	416-314-6220
Amateur Radio Emergency Services (ARES) c/s VA3 EMO	416-314-5506	
Satellite (only active when other means fail)	600-700-1913	
Switchboard	416-314-8822	

PEOC Levels of Response

Routine Monitoring	Enhanced Monitoring	Activation
PEOC Duty Officer monitors the situation on a 24/7 basis	A PEOC Duty Team (possibly including some provincial/federal representatives will continually assess the developing situation from the Provincial EOC (PEOC). EMO Community Officers(s) may be deployed to the affected community(s) to provide advice and assistance	The PEOC will be operational and appropriately staffed with provincial ministries, federal departments and other organizations, as required, to coordinate a provincial response. The Provincial Emergency Response Team (PERT) comprised of EMO Community Officers and possibly other provincial ministry representatives, will likely be deployed to the affected community(s) to provide advice and assistance.

CAO/CLERK TASKS

1. Serve as an advisor to the Head of Council on administrative matters and provide for the safety of municipal records.
2. Ensure that all members of the MECG have been called out.
3. Carry out any necessary administration in connection with the emergency.
4. Maintain liaison with all supporting agencies, as required.
5. Notify the Recreation Secretary if a Reception Centre is to be set up in the Recreation Centre.
6. Arrange for the assistance from volunteers to assist the Thunder Bay District Social Services Administration Board (TBDSSAB) or Ministry of Community and Social Services (MCSS) carry out the welfare function.
7. Notify the CAO/Clerk of a reception municipality of an impending evacuation or of actual evacuation orders as soon as possible if residents will be evacuated to another municipality.
8. Conduct "business cycles" in the EOC - refer to "MECG Duties"
9. Apply for any MDRA (Municipal Disaster Recovery Assistance) funding which may be available following the termination of a declared emergency.
10. Update the local names, telephone numbers, etc. electronically for this plan. Ensure hard copies are distributed to local plan holders.
11. Maintain a log of all action taken.

PUBLIC INFORMATION OFFICER TASKS

1. Arrange for the dissemination of special information e.g. emergency responders to report to a location or go on standby for call-out as the case may be;
2. Urge citizens to refrain from using telephones so emergency communications will remain open;
3. Provide information on health hazards as prepared by the Medical Officer of Health;
4. Schedule press conferences on a regular basis;
5. Arrange for media facilities and support near the EOC
6. Provide public relations support to the emergency site.
7. Gather information from emergency services and prepare releases for the approval of the Head of Council prior to all press conferences;
8. Set up public education/inquiry lines
9. Maintain a log of all actions taken

FIRE CHIEF/ PRIMARY CEMC TASKS

1. Activate the Fire Service's Emergency Call-Out System.
2. Conduct firefighting operations.
3. Direct and/or assist rescue operations.
4. Activate the Fire Mutual Aid System, if required.
5. Appoint an On-Site Fire Coordinator.
6. In the event of a dangerous goods spill,
 - a. Ensure the Ministry of Environment and CANUTEC are contacted for any assistance required.
 - b. Make available to the MCEG the applicable portion(s) of the Book entitled "North American Emergency Response Guidebook"
7. Should a CBRN or HUSAR team be required, ensure the "Head of Council" has declared an emergency and then call for the Applicable team via the Provincial EOC.
8. Implement the Telephone Outage Emergency Plan in Supporting Document as required.
9. Keep the MCEG updated on the emergency if the Fire Services is involved.
10. Aid in search and rescue of trapped and injured people
11. Advise the MCEG when sustained damage to structures exceed safe limits.
12. Perform the duties of the Thunder Bay Area Emergency Planning Officer/CEMC until he arrives at the EOC
13. Keep and maintain an up-to-date inventory of supplies and equipment required for the EOC with one copy of the inventory in the EOC and ensure the supplies and equipment are always in the EOC
14. Maintain a log of all actions taken.

OPP DETACHMENT COMMANDER TASKS

1. Activate the department's emergency alert system.
2. Call out the MECG.
3. If appropriate, appoint an on-site Police Coordinator.
4. If warranted, set up an on-site command post, either in existing facilities or in a mobile command post.
5. Seal off the emergency area in the event such action is necessary.
6. Control traffic to facilitate the movement of emergency and evacuation vehicles.
7. Conduct the evacuation of buildings and areas ordered by the Mayor.
8. Provide security and prevent looting in emergency or evacuation areas and reception centers.
9. Arrange for additional police assistance, if required.
10. Advise the Coroner in the event of fatalities and perform whatever additional responsibilities may be necessary under the *Coroners Act* and other statutes.
11. Keep the MECG apprised of the emergency.
12. Implement the "Telephone Outage Emergency Plan" in Supporting Document "E" as required.
13. Maintain a log of all actions taken.

THE SUPERIOR NORTH EMS MANAGER/SUPERVISOR TASKS

1. Activate the department's emergency alert system and emergency plan.
2. Assume responsibility for triage and evacuation of casualties from the emergency site.
3. Assume responsibilities for additional resources of ambulances, personnel, and communications equipment.
 - a. Call Central Ambulance Communications Centre in Thunder Bay,
 - i. if calling from a telephone service by Bell Canada call 1-800-348-5019 or through the Bell Canada Operator, "O" .
 - ii. if calling from service by Thunder Bay Telephone, dial 9-1-1
4. Ensure an adequate distribution of casualties to the local hospital(s) and to area hospital(s)
5. Provide and co-ordinate all transport requirements for the movement of casualties.
6. Maintain a log of all actions taken.

EMO FIELD OFFICER (AMETHYST SECTOR) TASKS

In the event of a major incident or declared emergency, a Field Officer may be requested to:

1. Respond to the affected municipality;
2. Coordinate the dispatch of provincial resources;
3. Facilitate any requests for provincial assistance from the municipality and;
4. Provide advice or assistance to municipal officials, as needed.
5. Maintain a log of all action taken.

AREA MANAGER OF MCSS / TBDSSAB DUTIES

1. Activate the department's emergency alert system;
2. Alert/call-out the following, as necessary;
 - a. Salvation Army
 - b. Canadian Red Cross
 - c. St. John Ambulance
3. According to the nature of the emergency, ensure the survival and well-being of people during and following an emergency by coordinating with the local welfare agency and volunteer groups, for:
 - a. Emergency clothing to provide adequate protection from the elements;
 - b. Emergency lodging to provide adequate temporary accommodation for the homeless;
 - c. Emergency feeding to sustain those without food or adequate food preparation facilities, and in conjunction with the Salvation Army;
 - d. Individual and family services to assist and counsel individuals and families in need and to provide special care to unattached children and dependent adults.
4. Assist the Red Cross in the registration and inquiry services to reunite families and to collect information and answer queries concerning the safety and whereabouts of missing persons;
5. Maintain a log of all action taken.

THE MEDICAL HEALTH OFFICER DUTIES

1. Activate the Health Unit's emergency alert systems;
2. Coordinate all community health and medical services that may be required and liaise with other essential services;
3. Provide and disseminate public information on any health hazards;
4. Provide advice on public health matters to the Head of Council;
5. Provide for mass immunization, if required;
6. Oversee water quality and advise on an alternate supply of potable water, if required;
7. Provide advice to the Head of Council on the evacuation of buildings and area for health reasons;
8. Notify other agencies and senior levels of government about health-related matters;
9. Maintain a log of all action taken.

PUBLIC HEALTH NURSE DUTIES

1. Occupy the position of the Medical Officer of Health in the EOC until the Health Officer arrives;
2. Perform duties as per the Health Unit's emergency plans after the Medical Officer of Health arrives;
3. Keep the Medical Officer of Health informed at regular intervals of all activities and the MECG if the Medical Officer of Health is not in the EOC
4. Ensure a drugstore stays open, (within reason), during an emergency;
5. Maintain a log of all action taken.

DIRECTOR OF OPERATIONS TASKS

1. Activate the department's emergency alert system.
2. In the event of a power outage, more than 12 hours in the summer and 4 hours in the winter, will ensure the appropriate generators are provided to power the essential buildings as per the Hydro Outage Emergency Plan in Supporting Document "E."
3. Provide municipal equipment and personnel, as necessary.
4. Arrange for the procurement of special equipment e.g. heavy-duty cranes, pumps, etc.
5. Liaise with the Ministry of Transportation (MTO) Officials and obtain necessary resources from them when warranted.
6. Arrange for disconnection of utilities which represent a hazard and keep a list of local suppliers and location of equipment in the case of an emergency.
7. Aid in cleanup operations and repair damages where there is a municipal responsibility.
8. Provide flashers and barricades.
9. Restore and obtain assistance in restoring essential services
10. Act as liaison with local and provincial utilities;
11. Ensure emergency refueling sites are staffed and fueled as in Supporting Document "F";
12. Maintain a log of all actions taken.

HOSPITAL ADMINISTRATOR TASKS

1. Activate the Hospital's emergency alert systems if deemed necessary.
2. Maintain a log of all action taken.

MNR DISTRICT MANAGER TASKS

1. Issue the preliminary alert in a forest fire, flood or drought situation to municipal officials;
2. Provide for forest fire fighting or flood control as per Ministry policy;
3. Recommend evacuation, if warranted;
4. Determine the evacuation routes in conjunction with municipal officials and the OPP;
5. On completion of the fire or flood emergency, will authorize the return of the residents if they have been ordered evacuated by the Province;
6. Maintain a log of all actions taken.

BOARDS OF EDUCATION TASKS

1. Activate the Board's Emergency Plan;
2. Provide control over school population and protection of school property;
3. Hold student population in schools until instructed otherwise by the MCEG unless students are in imminent danger;
4. Make available designated schools for the reception of evacuees;
5. Ensure the Board and all its schools have a coordinated and up-to-date emergency plan which includes provisions for obtaining transportation for evacuating all school students at any given time;
6. Maintain a log of all action taken.

ST. JOHN AMBULANCE CORPS SUPERINTENDENT TASKS

1. Activate the agency's emergency alert system;
2. Provide first aid;
3. Establish first aid posts as required and in all designated reception centers;
4. Assist Local ambulance authorities or Central Ambulance Communication Center by providing ambulance service as lead time and resources permit;
5. Assist Red Cross and Social Services agencies in operating the reception centers;
6. Maintain a log of all action taken.

CANADIAN RED CROSS SOCIETY AREA DIRECTOR TASKS

1. Activate the Society's emergency alert system;
2. Take the lead role with registration and inquiry at reception and evacuation centers;
3. Operate an inquiry bureau;
4. Support emergency or disaster operations;
5. Assist St. John Ambulance at first aid posts established at reception centers, required;
6. Assist with other Social Service activities as requested;
7. Maintain a log of all action taken.

SALVATION ARMY TASKS

1. Notify its Community Relations and Development Director and activate its emergency alert system;
2. Operate in cooperation with the MCSS;
3. Direct and coordinate the emergency feeding requirements for workers at the site and for victims located in the reception centers;
4. Assist Social Services and the local Welfare Service in providing bedding and clothing;
5. Provide and coordinate clergy assistance;
6. Keep the MCEG apprised of the emergency situation;
7. Maintain a log of all actions taken.

COMMUNICATIONS PLAN

1. Timely and accurate information is of the utmost importance during an emergency. Sharing of information is critical for a coordinated response. Each department and position/person listed in the Emergency Plan must know their role in the Emergency Plan and their role in their everyday duties. This includes how they communicate on a regular basis and how they communicate when the normal lines of communication are out of service.
2. Upon implementation of the Emergency Plan, ensure the following is carried out to facilitate communication and an effective response:
3. MECG:
 - a. Share information verbally and by flipchart with other MECG members.
 - b. Initiate and ensure two-way communication with your department and your department head at the site, via the best available method (eg. Landline, telephone, cellular telephone, radio, fax, runner, ham radio).
 - c. Create timely, accurate and appropriate information for the public for dissemination by the Public Information Officer. (Approved and signed by the "Head of Council").
 - d. Prepare public education bulletins for the public concerning health, safety or security as needed, for distribution to the public by the Public Information Officer via the media, handout, etc.
 - e. If reception centres are set up, provide above information via maps, hard copies and by MECG members in person
 - f. Time permitting, the "Head of Council" should give live media coverage initially or at a public meeting to give authority for the emergency. (The public will be better able to believe the situation as there is often denial) vii) Liaise with mutual aid, corresponding municipal, provincial, federal and industrial counterparts.
 - g. When official requests are made for provincial or federal help, communicate by the most secure and effective means via the PEOC. Otherwise there could be a breakdown of communications and unneeded costs to the municipality.
 - h. Ensure the Public Information Officer is in place and appoint as needed:
 - i. Communications Officer,
 - ii. Citizen Inquiry Officer; and
 - iii. Site Media Officer.
 - i. Make sure all the resources they need are available and that their duties are being carried out in a timely and accurate manner.

EVACUATION PROCEDURES

1. If only a small portion of Red Rock is ordered evacuated, reception centers will be set up in the safe areas of the affected community or in the Township of Nipigon.
2. In an evacuation whereby, the residents of the Township are required to leave Red Rock, the reception municipalities are listed below. Their selection will be dictated by the nature of the emergency and the safety of the evacuation routes:
 - A) **THUNDER BAY – primary**
 - B) **SCHREIBER – secondary**
 - C) **TERRACE BAY – alternate**

The evacuation routes are:

- A) **Highway 11 & 17 west to Thunder Bay – primary**
 - B) **Highway 11 & 17 east to Schreiber and Terrace Bay – secondary/alternate**
3. The CAO/Clerk or Public Information Officer, if designated by the Head of Council, will use the CODE RED system, electronic media or by whatever most effect means available to assist in alerting residents, explaining the mode of travel and evacuation route.
4. The Mayor, time permitting, will give a brief interview to the electronic media to verify for residents the authenticity of the evacuation order and to provide reassurance to residents.

PUBLIC INFORMATION GUIDE: EVACUATION

- Evacuation is anticipated, the public will be warned by the OPP and Code RED System.
- On hearing a warning, residents are requested to turn on radios or televisions to local stations and listen for announcements and/or instructions.

When evacuation becomes necessary and is ordered:

- Residents who do not have their own transportation will be asked to assemble at the Red Rock Recreation Centre (39 Brompton Rd.)
- Residents who are physically unable to move to these locations are requested to phone the broadcasted numbers and place a white cloth into the door of residence facing the street or road.
- Pick-up will be arranged as soon as possible.
- Residents who have their own transportation are asked to await further instructions.
- Residents relying on emergency public transportation and/or public reception centers for accommodation are reminded that pets are not permitted in either of these facilities.

For the safety and comfort of your family and protection of your property, the following is suggested in the case of an evacuation:

1. Secure your home
2. Carry identification (driver's license, birth certificate, medical alert, etc.);
3. Carry an appropriate amount of cash;
4. Take one (1) blanket or sleeping bag per person;
5. Take one (1) air mattress per person, if available;
6. Clothes, depending on season, and change of clothes;
7. Raincoat, windbreaker or parka, depending on season;
8. Enough ready-to-eat food to last at least twelve hours (12hrs);
9. Thermos bottle of hot or cold beverage;
10. Flashlight with spare batteries;
11. Prescription drugs as required (carry prescription, if possible);
12. Soap, towel, personal toilet or hygiene articles;
13. Facial tissue (Kleenex) or similar sanitary paper;
14. Books, magazines, games, etc.
15. Adults with small children should include items of special needs as required:
 - Infant formula in thermos bottle;
 - Disposable diapers;
 - Toys.

EVACUATION: NOTES

1. If evacuation is by private vehicle and you have room in your vehicle, please stop for extra passengers at the Red Rock Recreation Centre or
2. If transportation is by emergency public transport (other than train):
 - Only one (1) piece of baggage per person can be taken (identify your luggage - it may be transported separately)
3. Carry valuables and documents in a handbag or on your person.
4. Residents will be asked to register at Registration Centre(s) in the reception community, so that inquiries by relatives and friends can be answered as quickly as possible.
5. An Emergency Public Information Service will be established in the reception community.
6. Arrangements will be made with the local stores and gasoline outlets to remain open during an evacuation if conditions permit.

PUBLIC INFORMATION GUIDE: DANGEROUS GASES

- If an emergency involving dangerous gases is called, don't panic.
- Turn on radio for instructions.
- Evacuation areas will be decided by wind direction.
- Each School, Institution, Factory, Office, and Household is responsible for its own evacuation plan.
- Attempt to locate pets before leaving.
- Attempt to travel to school or place of employment to locate family. The Board of Education will ensure students are out of the danger area.

If you are unable to escape or are trapped:

1. Go inside.
2. Tightly close all doors, windows, and exterior openings.
3. Turn off forced air heating or ventilation systems.
4. Stay in upper portion of building. If necessary, seal yourself in one room and seal all windows and doors with wet clothes.
5. Do **not** go into the basement.
6. Move quickly but do not run if moving through gas.
7. Soak cloth in water and breathe through it if breathing becomes difficult.
8. Do **not** panic and run outside.

If you are in your car:

1. Close all windows.
2. Shut off ventilation.
 - Continue driving away from the area and do not drive through the gas cloud or your car engine will stall

If you are walking:

1. Go to nearest building or car and follow the above instructions
2. If in open area and in the path of the cloud, move quickly to high ground at right angles to the wind direction.

PUBLIC INFORMATION GUIDE: SEVERE WEATHER

(A) WEATHER WATCHES AND WARNINGS

- Environment Canada issues weather watches and warnings when anticipated weather poses a threat to public safety. This information is relayed to the public by radio and television.
- A **severe weather watch** is issued up to six (6) hours in advance to alert the general public that, for a specified portion of Ontario, there is a high potential for dangerous thunderstorm weather, which may be accompanied by a tornado.
- A **severe weather warning** is issued to alert the public that severe thunderstorms or tornadoes are imminent in the warning area – i.e., a severe thunderstorm is in progress or expected to occur within two (2) hours

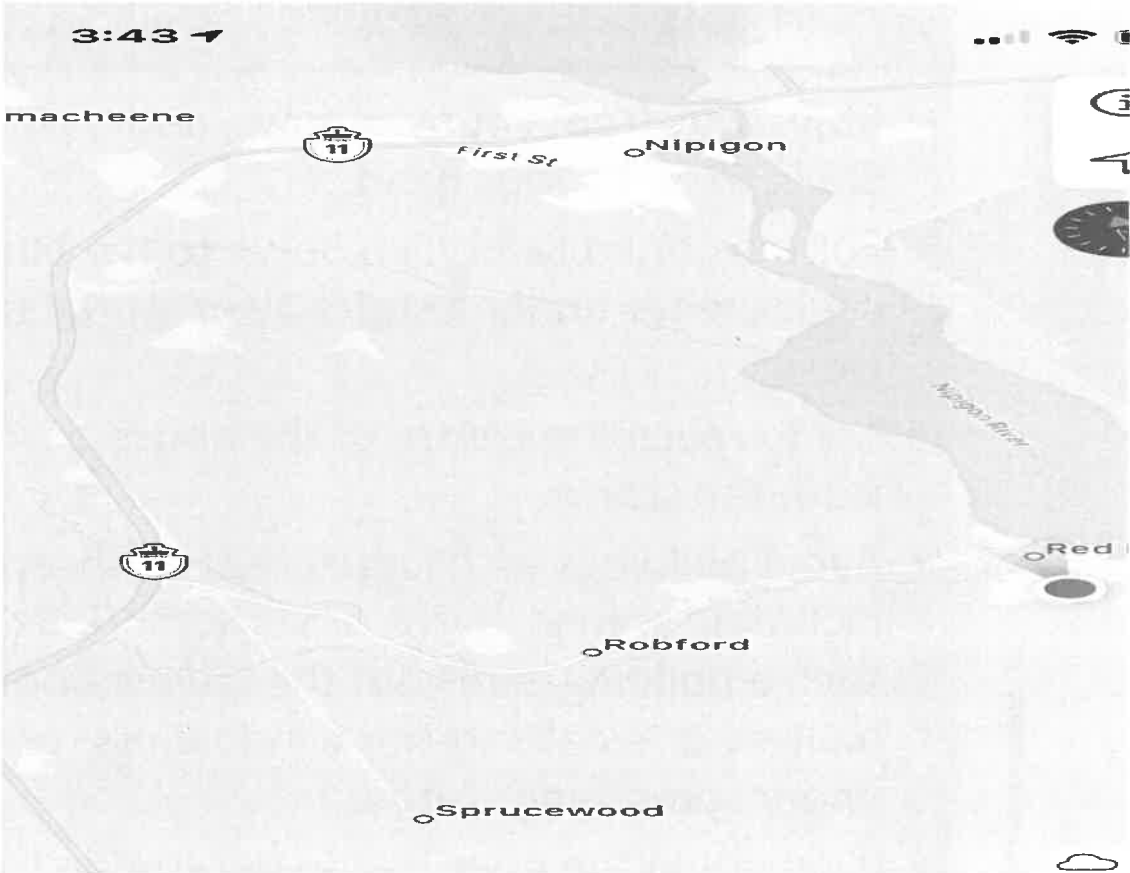
(B) TORNADO SAFETY HINTS

- A personal tornado awareness program should include:
 - being aware of the weather, knowing the radio or television stations which broadcast up-to-the-minute weather information
 - knowing the name by which Environment Canada refers to your forecast region when they issue weather watches and warnings
 - reviewing your plans of action

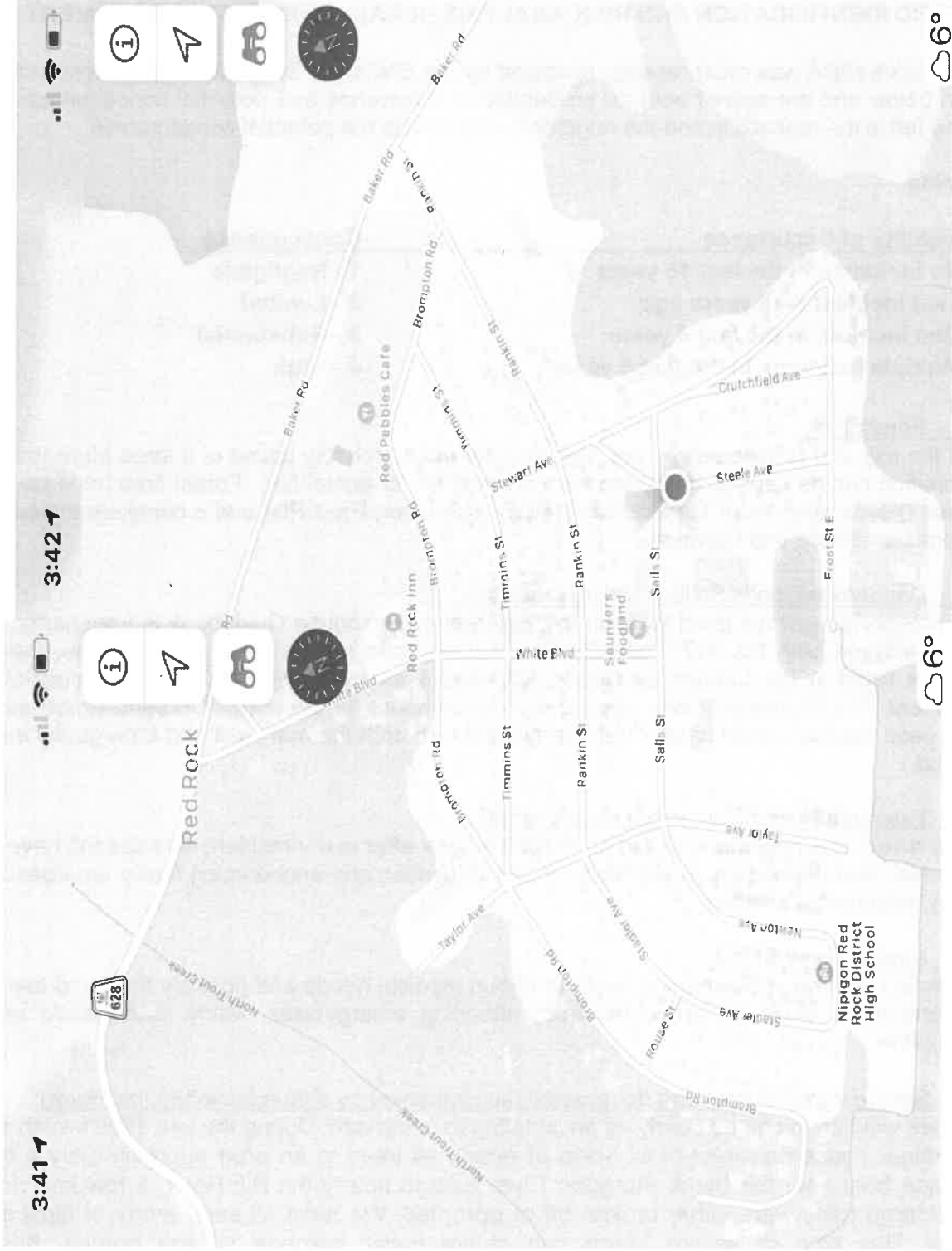
(C) WHEN A TORNADO THREATENS

- Stay away from your windows, doors and outside walls. Protect your head.
- For maximum safety, go down to the basement or seek shelter under a stairway or sturdy table, or in a closet.
- Try to reach the centre of the house or the side away from the storm.
- Avoid buildings with large areas of unsupported roof, including arenas, barns or supermarkets. If caught in such a building, seek out the lowest floor, an inside hallway or small interior windowless room, or get under something sturdy.
- If caught in the open, try to determine the tornado's direction of travel and move at right angles to it. If you cannot avoid the storm, find a ditch, ravine or other depression and lie flat. Do not remain in your car. Many people have been killed trying to ride out a tornado in their car.
- If no shelter can be found, hang on to the base of a small tree or shrub.
- Remember that damaged and weakened structures, fallen debris, downed hydro wires and gas leaks are potential dangers after a storm has passed

MAP – SUPPORTING DOCUMENT "A"



MAP – SUPPORTING DOCUMENT A (Townsite)



HAZARD IDENTIFICATION AND RISK ANALYSIS (HIRA) – SUPPORTING DOCUMENT "B"

Red Rock's HIRA was most recently reviewed by the EMPC on 2018/12/21. The most serious risks are listed below and are scored both for probability of occurrence and potential consequence. The number on the left is the probability and the number on the right is the potential consequence.

Scoring

<u>Probability of Occurrence</u>	<u>Consequence</u>
1 - No incidents in the last 15 years	1 - Negligible
2 - Last incident 5-15 years ago	2 - Limited
3 - One incident in the last 5 years	3 - Substantial
4 - Multiple incidents in the last 5 years	4 - High

3/4 Forest Fire:

Both the risk and consequences are high and the most probably cause of a large Municipal evacuation. Evacuation can be caused by smoke from a forest fire or actual fire. Forest fires have caused a partial (Phase I) evacuation from Terrace Bay (twice), Schreiber, Pays Plat and a complete evacuation (Phase II) from Beardmore and Caramat.

3/4 Dangerous Goods Spills (road, rail, or site):

Nearly every dangerous good listed in the Emergency Response Guidebook is transported through the Municipality on both the #17 TransCanada Highway and on the main CPR rail line. Some of these products listed in the Dangerous Goods Act require an evacuation or in place protection of several kilometers. The Municipality may have to wait many hours for the shipper to send expert assistance. A worst case scenario could have a train derailment with both the main exit and emergency exit from town blocked.

2/4 Extended Power Outage during the winter:

This is a very real concern. It would be difficult to look after every resident who doesn't have a source of heat which isn't dependent on electricity. Public education and encouraging family emergency plans can greatly mitigate this problem.

3/3 Severe Snow Storm:

Residents could be at risk being unable to obtain medical needs and possibly food and fuel. Police, fire and ambulance could be prevented from attending emergencies. Many roads could be closed or impassable.

2/4 Severe Windstorms/Tornado (possibly accompanied by a thunder/lightening storm):

A severe windstorm can be nearly as devastating as a tornado. During the late 1980's such a storm with wind shear caused a major blow down of nearly all trees in an area approximately a quarter of a km. wide from near the Black Sturgeon River east to nearly the Pic River, a few km. north of Hwy 17. All large trees were either broken off or uprooted. We have all seen areas of blow down in the woods. This type of severe storm can cause major damage to any homes, business and power/telephone lines in its path. Such potential loss of communications causes its own concerns.

2/3 Transportation Accident (school bus, bus, train, aircraft):

School bus - likely local residents involved. Bus - could be multi casualties/deaths; Train – passenger train could be using local line due to the CN main rail being shut down. It could block

traffic and isolate area. Aircraft crash - initial response could be slow from outside help due to distance.

3/4 Influenza (or other) Pandemic:

Our Medical Officer of Health has told us it is a matter of when, not if, the next worldwide influenza pandemic occurs. According to history we are overdue for a worldwide influenza pandemic. There are plans underway for both the TBDHU and the Thunder Bay Area EMO were to develop a District emergency plan for this risk. The plan will include having the Municipality being able to function with only 50% of staff.

1/4 Natural Gas Pipeline &/or Pressurization Plant Shut Down/Explosion

Homes/businesses using natural gas in the winter would soon be in trouble without a backup heat source.

3/3 Ice Storm

Residents could be at risk being unable to obtain medical needs and possibly food and fuel. Police, fire and ambulance could be prevented from attending emergencies. Many roads could be closed or impassable.

1/2 Domestic Terrorism/Copy Cat or Sabotage

By a mentally unstable person/disgruntled employee/domestic dispute gone really bad. This is far more likely than a real act of terrorism.

CRITICAL INFRASTRUCTURE – SUPPORTING DOCUMENT “C”

The following are the most important infrastructures in Red Rock and are listed in rank order during an emergency:

1. Public Safety and Security - police, fire and ambulance staff/vehicles
2. Municipal Staff/Council/Buildings/Records
3. Ontario Hydro Grid
4. Telecommunication Links
5. Roads/Bridges on TransCanada Hwy 11/17 and Roads/Bridges on Highway 628
6. Natural Gas Pipeline
7. Red Rock Marina
8. Financial Institutions
9. Grocery Store
10. Water Treatment and Distribution System
11. Ontario Power Generation Dam and Hydroelectric GS
12. Wastewater Collection and Treatment System

HYDRO OUTAGE – SUPPORTING DOCUMENT “D”

1. In the event of a Hydro Outage, more than 12 hours in the summer or 4 hours in the winter, in the Township of Red Rock, the following will take place:
 - a. Town Fuel - The Township will make fuel available for emergency/vehicles only as follows:
 - i. Superior North EMS (Ambulance)
 - ii. OPP vehicles
 - iii. Red Rock Fire vehicles
 - iv. Red Rock Public Works vehicles
 - v. Hydro One contractor vehicles
 - vi. Other vehicles as deemed necessary by the Township
 - b. The Designated Emergency Re-fueling Site form (attached as Supporting Document “F”) has been provided to EMO. Only the above-noted vehicles will be allowed access to the refueling site and there will be no exceptions.
 - c. The EOC will move to the secondary location at the Recreation Centre. The facility has a back-up gas generator.
 - d. Additionally, in the case of a prolonged emergency or loss of power to the Township, the Emergency Reception Centre for citizens is the Red Rock Recreation Center with the primary evacuation location as the City of Thunder Bay.
 - e. Stand-by power for the short term and generator power for the longer term will be supplied to the Fire Services radio base station and tower. The Fire Department will provide spare radios to the Public Works Department and EOC to ensure radio communication is maintained between all Township personnel and Fire Services with the ability to link to the Ambulance Service. (See also procedure attached as "Supporting document E" in the event of a telephone outage).

TELECOMMUNICATIONS OUTAGE – SUPPORTING DOCUMENT “E”

In the event of a telecommunications outage in the Township of Red Rock:

1. Telephone outage will be identified by any of the emergency services (EMS, police, hospital, fire) or the Township. All will check to ascertain if cellular service and internet are still available.
2. All agencies to be advised of the outage as follows:
 - a. Fire Services through page at Fire Hall Base Station
 - b. Ambulance dispatch in Thunder Bay (CACC)
 - c. OPP dispatch in Thunder Bay
3. A member(s) of the Fire Services will proceed to the Hall and staff the Fire Services radio (in case of requirement to page out the service).
4. Each of these services will be advised of the following: "There is a community wide telephone outage and the telephone emergency response procedure is to be put in place".
5. From the Fire Hall, there will be the ability to communicate with all emergency personnel, i.e. ambulance, police and page for fire. During the period of the outage, Red Rock Fire Services will coordinate with EMS and any other community resources to monitor residents who depend on the lifeline support system or who live alone, on an "as necessary" basis.
6. The OPP will make every effort to continuously patrol the community to identify any potential emergency. When identified, they will notify the relevant emergency personnel.
7. If emergency assistance is required when no telephone service is available, residents should go directly to the fire hall or to the nurse's desk at Nipigon Memorial Hospital. These locations will be able to access all required emergency personnel.
8. If both telephone and cellular service are out of service, a member of the Red Rock Fire Service or Township will monitor the mobile satellite telephone in the EOC at 1-600-700-0110 and have a portable radio.
9. When the telecommunications services resume, all agencies are to be notified and will return to regular duties.

REFUELING – SUPPORTING DOCUMENT “F”

1. Sponsor Organization: Township of Red Rock
2. Sponsor Contact: Mark Figliomeni
3. Parent Company: Ultramar
4. Site Location/Address: ·Public Works Yard – 10 Firehall Rd., Red Rock
5. Site Operator/Contact: Blair Westerman
6. Fuel types/quantities Fuel:
 - a. Gasoline (regular) - 4500 Litres
 - b. Gasoline (premium), No
 - c. Coloured Diesel 2200 Litres
 - d. Clear Diesel 4500 Litres
 - e. Home heating fuel, No
 - f. Propane, No

Comments : Backup generator - Public Works & RRRC – All Gas.

Supported Organizations:

Police: Gas vehicles

Fire: Gas and diesel vehicles

Ambulance : Gas vehicles

Utilities/Works:

Hydro: Gas and diesel vehicles

Public Works: Gas and diesel vehicles

Alternate Fueling Station (only if fuel runs out at Public Works Yard)

7. Sponsor Organization: Township of Red Rock
8. Sponsor Contact: Mark Figliomeni
9. Parent Company: Ultramar
10. Site Location/Address: ·Red Rock Marina – Park Rd., Red Rock
11. Site Operator/Contact: Blair Westerman
12. Fuel types available:
 - a. Gasoline (regular)
 - b. Coloured Diesel

Comments : **Only** accessible to fill Jerry Cans.

PLAN HOLDERS

1. Mayor
2. Councillors(4)
3. EOC Municipal Office and Recreation Centre
4. CAO/Clerk
5. Fire Chief/CEMC
6. Director of Operations
7. Information Officer/Deputy Clerk
8. OPP Detachment Commander (Nipigon)
9. OPP Communication Headquarters (Thunder Bay)
10. Ambulance Services - Manager (Thunder Bay)
11. HydroOne
12. OPG
13. Nipigon District Memorial Hospital (CEO)
14. Public Health Nurse - TBDHU
15. District Manager - Ministry of Natural Resources
16. Area Supervisor - Ministry of Natural Resources
17. Director - Superior Greenstone District School Board (Marathon)
18. Director - Superior North Catholic District School Board (Terrace Bay)
19. Principal – Nip-Rock High School
20. Principal - St. Hilary School
21. Recreation Coordinator
22. Head Librarian
23. Emergency Planning Officer
24. Medical Officer of Health (Thunder Bay)
25. Regional Manager - Ministry of Community & Social Services
26. Division Manager - St. John Ambulance (Thunder Bay)
27. Branch Manager - Canadian Red Cross (Thunder Bay)
28. Captain - Salvation Army (Thunder Bay)
29. RCMP Detachment Commander (Thunder Bay)
30. Field Officer – EMO (Amethyst Sector)
31. Municipal Secretary – Whitney Odahl

DECLARATION OF EMERGENCY

**THE CORPORATION OF
THE TOWNSHIP OF RED ROCK**

Declaration of Emergency

I _____ hereby declare an Emergency in accordance with
(Mayor or elected Head of Council)

s.4.(1) of the *Emergency Management and Civil Protection Act R.S.O 1990* due to the emergency described herein:

For an Emergency Area or part thereof described as:

Signed: _____

Title: _____

Dated: _____

Time: _____

In the Municipality of: _____

By-law/ Resolution: _____

Provincial EOC
Phone: 416-314-0472 or 1-866-314-0472
Website: www.ontario.ca/emo
Email: peocdo01@ontario.ca

TERMINATION OF EMERGENCY

**THE CORPORATION OF
THE TOWNSHIP OF RED ROCK**

Termination of Emergency

I _____ hereby declare that the Emergency declared in
(Mayor or elected Head of Council)

accordance with s.4.(1) of the *Emergency Management and Civil Protection Act R.S.O 1990* due to the emergency described herein:

For an Emergency Area or part thereof described as:

be terminated as of the date and time noted below.

Signed: _____

Title: _____

Dated: _____

Time: _____

In the Municipality of: _____

By-law/ Resolution: _____

Provincial EOC
Phone: 416-314-0472 or 1-866-314-0472
Website: www.ontario.ca/emo
Email: peocdo01@ontario.ca

CEMC ROLES AND RESPONSIBILITIES CHECKLIST

The responsibilities of a CEMC include:

- Y Successfully complete all training as required by Chief of EMO and maintain familiarity at all times with current emergency management standards and legislated municipal emergency management requirements. Ensure that senior management and elected officials are aware of the latter.
- Y Identify municipal emergency management program resource requirements, including funding, and prepare or assist in the preparation of an annual emergency management program budget submission for Council's review and approval.
- Y Form a municipal emergency management program committee consistent with Ontario Regulation 380/04 Part II Section 11.

In conjunction with the municipal EMPC:

- Y Conduct a Hazard Identification and Risk Assessment (HIRA) for the municipality.
- Y Ensure the designation/development of an appropriate municipal Emergency Operations Centre (EOC).
- Y Conduct a process to identify critical infrastructure in the municipality.
- Y Document the existing municipal emergency response capabilities and identify additional needs to council.
- Y Conduct annual training for the members of the Municipal Emergency Control Group and Emergency Operations Centre staff.
- Y Conduct an annual exercise to evaluate the municipal emergency response plan.
- Y Identify individuals to act as municipal emergency information staff.
- Y Develop and implement a municipal emergency management public education program.
- Y Conduct an annual review of the municipal emergency management program
- Y Provide emergency management expertise and support to the municipal emergency control group during an emergency.
- Y Maintain the municipal emergency response plan to ensure it is up-to-date and accurately reflects the municipal risk assessment and emergency management program priorities.
- Y Liaise with the appropriate EMO Field Officer at all times to ensure that the municipal emergency management program complies with legislation; and to request provincial support or assistance.

- Y Monitor the municipality's level of compliance with the legislated emergency program requirements and process the required verification documents for review and submission to EMO by the CAO or Head of Council.
- Y If desired, provide EMO-approved Basic Emergency Management (BEM) training to municipal staff or others within the municipality who may benefit from it.
- Y Other responsibilities as assigned.

**The Corporation of the Township of Red Rock
Administrative Report**

Date: December 6th 2021
To: Mayor and Council
Subject: Unfinished Business
Submitted by: Mark Figliomeni – CAO/Clerk

DISCUSSION:

11.1 - CUPE – OMERS – Review

Verbal Update – Recommend no further action at this time – Monitor Situation.

11.2 – John Smith – Tree Concern

Verbal Update – The tree is actually on Township property. We do not recommend removal but have spoken to the resident and have committed to pruning the tree.

11.3 – Debbie O’Conner – Water Concern

Verbal Update – We have advised the resident that if any further concerns arise to contact our office immediately and we will proceed as directed by the Director of Operations with flushing. There is no further recommendation at this time to provide any financial relief based on comparison pricing.

11.4 – Recreation Advisory Committee

Verbal Update – Looking for further direction at this time. Recommend a further discussion to develop a master plan moving forward based around Community Recreation in the future.

11.5 - Business Recognition Program

Verbal Update – Recommend a social media post from our Township site featuring exactly what we have to offer in the community for businesses. We could put something together in the near future if this is the direction of Council.

11.6 – Council Recognition Program

Verbal Update