



## **By-law 2026-069**

### **Emergency Management Plan By-law**

This By-law printed under and by the authority of the Council of the City of Barrie

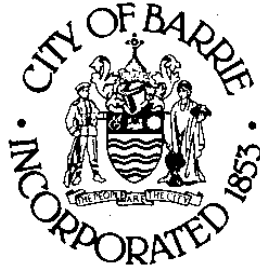
**A By-law of the Corporation of the City of Barrie to adopt and govern the Emergency Management Program and Emergency Management Plan, and to repeal and replace By-law 2013-142**

#### **Disclaimer:**

The following consolidation is an electronic reproduction made available for information only. It is not an official version of the By-law. The format may be different, and plans, pictures, other graphics or text may be missing or altered. The City of Barrie does not warrant the accuracy of this electronic version.

This consolidation cannot be distributed or used for commercial purposes. It may be used for other purposes, only if this disclaimer is repeated as well as the notice of copyright.

Official versions of all By-laws can be obtained by contacting the Legislative and Court Services Department at [cityclerks@barrie.ca](mailto:cityclerks@barrie.ca) or by phone 705-739-4220 ext. 5500.



Bill No. 069

**BY-LAW NUMBER 2026-069**

**A By-law of the Corporation of the City of Barrie to adopt and govern the Emergency Management Program and Emergency Management Plan, and to repeal and replace By-law 2013-142**

**WHEREAS** under The *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended (the “Act”), requires every municipality in Ontario to develop, implement, and maintain an emergency management program and to adopt that program by by-law;

**AND WHEREAS** under the Ontario Regulation 380/04 made under the Act prescribes standards for municipal emergency management programs;

**AND WHEREAS** under Section 3 of the Act requires every municipality to formulate, adopt, review annually, and revise as necessary an emergency plan governing the provision of necessary services during an emergency;

**AND WHEREAS** The City of Barrie has prepared a revised Emergency Management Plan (EMP) that reflects current legislative requirements, provincial doctrine, the Ontario Incident Management System (IMS), and contemporary best practices in municipal emergency management;

**AND WHEREAS** by Resolution 2026-A-106 it is deemed expedient that the Council of the Corporation of the City of Barrie, repeal By-law 2013-142 and replace it with an updated Emergency Management Plan By-law to ensure clarity of authority, operational continuity, and legislative compliance.

**NOW THEREFORE** the Council of The Corporation of the City of Barrie hereby enacts as follows:

**1. Definitions**

In this By-law:

- 1.1 “**Act**” means the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended.
- 1.2 “**City**” means The Corporation of the City of Barrie.
- 1.3 “**Council**” means the Council of The Corporation of the City of Barrie.
- 1.4 “**Emergency**” has the same meaning as defined in section 1 of the Act.
- 1.5 “**Emergency Management Program**” means the emergency management program established pursuant to the Act and this By-law.
- 1.6 “**Emergency Management Plan**” or “**EMP**” means the City of Barrie Emergency Management Plan adopted pursuant to this By-law.
- 1.7 “**Community Emergency Management Coordinator (CEMC)**” means the individual appointed by Council under this By-law, and includes any formally appointed Alternate Community Emergency Management Coordinators.
- 1.8 “**Municipal Emergency Control Group (MECG)**” means the group established under this By-law to provide operational coordination and strategic direction during an emergency.
- 1.9 “**Emergency Operations Centre (EOC)**” means the physical or virtual facility from which emergency response coordination and support activities are conducted.
- 1.10 “**Head of Council**” means the Mayor or Acting Mayor of the City of Barrie.

**2. Establishment of the Emergency Management Program**

- 2.1 The City hereby establishes and shall maintain an Emergency Management Program in accordance with the Act and Ontario Regulation 380/04.
- 2.2 The Emergency Management Program shall be risk-based and incorporate the four core components of emergency management:
- prevention and mitigation;
  - preparedness;
  - response; and
  - recovery.
- 2.3 The Emergency Management Program shall include, at a minimum:
- Threat, Hazard, Identification, and Risk Assessment (THIRA) activities;
  - the Emergency Management Plan (EMP);
  - public education and awareness initiatives;
  - training programs and exercises; and
  - governance, review, and maintenance processes.

**3. Adoption and Implementation of the Emergency Management Plan**

- 3.1 The Emergency Management Plan, as approved by Council, is hereby adopted pursuant to section 3 of the Act.
- 3.2 The Emergency Management Plan governs the provision of necessary services during an emergency and outlines the procedures and responsibilities for municipal employees, elected officials, and supporting agencies.
- 3.3 The Emergency Management Plan may be implemented where an emergency exists or is imminent, whether or not a formal declaration of emergency has been made.

**4. Emergency Management Program Committee**

- 4.1 An Emergency Management Program Committee (EMPC) is hereby established to provide governance oversight and strategic guidance for the Emergency Management Program.
- 4.2 The EMPC shall consist of the individuals serving in the following positions, or, in the absence, unavailability, or incapacity of the primary position holder, their formally designated alternates:
- Chief Administrative Officer (Chair);
  - Community Emergency Management Coordinator (Co-Chair);
  - City Clerk;
  - Fire Chief;
  - Director of Finance;
  - General Manager of Access Barrie;
  - Director of Human Resources;
  - Director of Legal Services / City Solicitor;
  - General Manager, Community and Corporate Services (Co-Chair); and
  - General Manager, Infrastructure and Growth Management.
- 4.3 The mandate, authority, and operating procedures of the EMPC are set out in **Schedule "A"** to this By-law.

**5. Community Emergency Management Coordinator (CEMC)**

- 5.1 Council hereby appoints a Community Emergency Management Coordinator and may appoint one or more Alternate Community Emergency Management Coordinators.
- 5.2 The CEMC and any formally appointed Alternate CEMCs are designated as Emergency Operations Centre (EOC) Directors for the City of Barrie.
- 5.3 In the absence, unavailability, or incapacity of the primary CEMC, an Alternate CEMC is expressly authorized to assume all duties, powers, and responsibilities of the EOC Director without further approval.

- 5.4 The CEMC is responsible for coordinating the development, implementation, maintenance, and annual review of the Emergency Management Program and Emergency Management Plan, and for liaison with the Province of Ontario.

## **6. Emergency Governance Structure**

### 6.1 Policy Group

- 6.1.1 The Policy Group consists of the Mayor or Acting Mayor and Members of Council.
- 6.1.2 The Mayor or Acting Mayor shall act as the Head of Council and exercise the powers assigned under the Act.
- 6.1.3 The Policy Group provides overall policy direction and governance oversight during an emergency but does not exercise operational command.

### 6.2 **Municipal Emergency Control Group**

- 6.2.1 The Municipal Emergency Control Group (MECG) is hereby established as the operational coordination body for the City's emergency management plan.
- 6.2.2 The MECG shall consist of the individuals serving in the following positions, or, in the absence, unavailability, or incapacity of the primary position holder, their formally designated alternates:
- Chief Administrative Officer (MECG Chair);
  - Community Emergency Management Coordinator;
  - City Clerk;
  - Fire Chief;
  - Chief of Police, Barrie Police Service;
  - General Manager, Community and Corporate Services;
  - General Manager, Infrastructure and Growth Management;
  - General Manager of Access Barrie (Emergency Information Officer);
  - Director of Human Resources (Health and Safety Officer);
  - Director of Legal Services / City Solicitor;
  - Director of Finance
- 6.2.3 The MECG is authorized to activate and operate the Emergency Operations Centre, coordinate municipal response activities, authorize extraordinary expenditures subject to applicable financial controls, and request assistance from external agencies and other levels of government.
- 6.2.4 The mandate and roles of the MECG are further described in **Schedule "B"** to this By-law.

## **7. Authority of Head of Council, EOC Director, and Chief Administrative Officer**

- 7.1 The Head of Council retains all powers granted under the Act, including the authority to declare and terminate an emergency and to make orders not contrary to law.
- 7.2 The Emergency Operations Centre Director shall be the Community Emergency Management Coordinator or, where applicable, an Alternate Community Emergency Management Coordinator.
- 7.3 The EOC Director is responsible for operational coordination, implementation of the Emergency Management Plan, and support to site-level incident management.
- 7.4 The Chief Administrative Officer, as MECG Chair, is responsible for executive oversight, corporate coordination, and resource prioritization in support of the EOC Director.

## **8. Declaration and Termination of an Emergency**

- 8.1 The Head of Council may declare that an emergency exists in all or part of the City in accordance with section 4 of the Act.
- 8.2 The Head of Council or Council may terminate a declared emergency at any time in accordance with the Act.

**9. Authority of Municipal Employees and Agents**

- 9.1 Municipal employees are authorized to take such actions as are reasonable and necessary to implement the Emergency Management Plan where an emergency exists or is imminent.
- 9.2 Persons assisting the City under the direction of the MCEG or EOC Director shall be deemed to be acting on behalf of the City for the purposes of the Act.

**10. Plan Maintenance and Amendments**

- 10.1 The Emergency Management Plan shall be reviewed annually.
- 10.2 Substantive or policy amendments to the Plan shall be approved by Council by-law.
- 10.3 Administrative or non-operational updates may be made by the CEMC in consultation with the City Clerk.

**11. Public Access**

- 11.1 The Emergency Management Plan shall be made available to the public in accordance with section 10 of the Act, subject to the protection of confidential or sensitive information.

**12. Precedence and Conflict**

- 12.1 In the event of conflict between this By-law and the Emergency Management Plan, this By-law shall prevail.
- 12.2 In the event of conflict between the Emergency Management Plan and any supporting plan or procedure, the Emergency Management Plan shall prevail unless otherwise required by law.

**13. Repeal**

- 13.1 That By-law 2013-142 as amended is hereby repealed.

**14. Severability, Title, and Effective Date**

- 14.1 If any provision of this By-law is found to be invalid or ultra vires, such provision shall be severed and the remainder shall remain in full force and effect.
- 14.2 That this By-law may be cited as the City of Barrie Emergency Management Program and Emergency Management Plan By-law.
- 14.3 That this By-law shall come into force and effect immediately upon the final passing thereof.

**READ** a first and second time this 17<sup>th</sup> day of June, 2026.

**READ** a third time and finally passed this 17<sup>th</sup> day of June, 2026.

**THE CORPORATION OF THE CITY OF BARRIE**

**“ORIGINAL SIGNED”**

\_\_\_\_\_  
**MAYOR – ALEX NUTTALL**

**“ORIGINAL SIGNED”**

\_\_\_\_\_  
**CITY CLERK – WENDY COOKE**

## Part B – Schedule A

### **Schedule “A” – Emergency Management Program Committee (EMPC) Terms of Reference**

#### **Mandate**

The Emergency Management Program Committee (EMPC) provides governance, strategic oversight, and assurance that the City of Barrie Emergency Management Program complies with the Emergency Management and Civil Protection Act, Ontario Regulation 380/04, and applicable provincial standards and best practices.

#### **Authority**

The EMPC acts in an advisory capacity to Council. The Committee does not exercise operational command or control during emergencies.

#### **Composition**

The EMPC shall consist of the individuals serving in the following positions, or, in the absence, unavailability, or incapacity of the primary position holder, their formally designated alternates:

- Chief Administrative Officer (Chair)
- Community Emergency Management Coordinator (CEMC) (Co-Chair)
- City Clerk
- Fire Chief (Primary CEMC)
- Director of Finance
- General Manager of Access Barrie
- Director of Human Resources
- Director of Legal Services / City Solicitor
- General Manager, Community and Corporate Services (Co-Chair)
- General Manager, Infrastructure and Growth Management

#### **Responsibilities**

The EMPC shall:

- oversee development, implementation, and maintenance of the Emergency Management Program;
- ensure hazard identification and risk assessments are conducted and reviewed;
- ensure training, exercises, and public education requirements are met;
- conduct and document an annual review of the Emergency Management Plan;
- recommend policy or governance amendments to Council;
- support continuous improvement through lessons learned and after-action reporting.

#### **Meetings**

The EMPC shall meet at least annually and more frequently as required.

## **Part C – Schedule B**

### **Schedule “B” – Municipal Emergency Control Group (MECG) Composition and Roles**

#### **Mandate**

The Municipal Emergency Control Group (MECG) provides strategic coordination and executive support to the Emergency Operations Centre (EOC) and site-level incident management during emergencies affecting the City of Barrie.

#### **Composition**

The MECG shall consist of the individuals serving in the following positions, or, in the absence, unavailability, or incapacity of the primary position holder, their formally designated alternates:

- Chief Administrative Officer (MECG Chair)
- Community Emergency Management Coordinator (CEMC)
- City Clerk
- Fire Chief (Primary CEMC)
- Chief of Police, Barrie Police Service (with consent of the Police Services Board)
- General Manager, Community and Corporate Services
- General Manager, Infrastructure and Growth Management
- General Manager of Access Barrie (may appoint an Emergency Information Officer (EIO), if required)
- Director of Human Resources (may appoint a Health and Safety Officer, if required)
- Director of Legal Services / City Solicitor
- Director of Finance

#### **Roles and Responsibilities**

The MECG shall:

- support the EOC Director in coordinating the municipal emergency response;
- activate and staff the Emergency Operations Centre;
- prioritize and allocate municipal resources;
- authorize extraordinary expenditures subject to financial controls;
- coordinate assistance from other municipalities, the County of Simcoe, the Province of Ontario, or the Federal Government;
- support the Head of Council with situational awareness and decision-making.

## **Part D – Emergency Authority Map (Reference)**

### **Purpose**

This section provides a concise reference outlining authority, accountability, and decision-making roles during emergencies. It is intended to support Council, executive leadership, and EOC personnel and does not replace legislative authority.

### **Authority Summary**

#### **Head of Council (Mayor / Acting Mayor)**

- Statutory authority under the Emergency Management and Civil Protection Act (EMCPA)
- Authority to declare and terminate emergencies
- Political leadership and public accountability

#### **Policy Group (Council)**

- Governance and policy oversight
- No operational command authority

#### **Community Emergency Management Coordinator (CEMC) / Alternate CEMCs**

- Designated Emergency Operations Centre (EOC) Directors
- Responsible for operational coordination and implementation of the Emergency Management Plan
- Alternates assume full authority when the primary CEMC is unavailable (per EMCPA)

#### **Chief Administrative Officer (CAO)**

- Municipal Emergency Control Group Chair
- Executive oversight and corporate coordination

#### **Municipal Emergency Control Group (MECG)**

- Strategic coordination and interdepartmental support
- Resource prioritization and assistance coordination

#### **Incident Command (Site-Level)**

- Tactical response and on-scene command
- Operates in accordance with service mandates and the Ontario Incident Management System (IMS) and/or Incident Command System (ICS).

### **Precedence**

In the event of conflict:

1. Emergency Management By-law prevails
2. Emergency Management Plan prevails over supporting plans
3. Operational authority rests with the EOC Director
4. Political authority rests with the Head of Council/MECG