To: Mayor and Council  
From: Fire Chief Rick Chesebrough  
Date: February 20, 2019  
Committee of the Whole Date February 25, 2019  
Title: Emergency Management Plan Update
Consultations: Alternate CEMC Bennett
Emergency Program Committee

Notes/Action (space for Council Member's notes):

Prepared by: [Signature]
Rick Chesebrough, Fire Chief

Approved for agenda by CAO:
[Signature]
Malcolm Morris, CMO
2.4 Mayor (Mayor)

The Head of Council, or designate, is responsible for:

a. Declaration of an Emergency.

b. Termination of an Emergency.

c. Notifying the Province of Ontario of the declaration of emergency, and termination of the emergency. *(Contact made through Emergency Management Ontario)*

d. Take such action and make such orders, as considered necessary and not contrary to law, in order to protect the health, safety, welfare, environment and property of residents in the Town of Smiths Falls.

e. Ensuring the members of Council are advised of the declaration and termination of an emergency, and are kept informed of the emergency operational situation.

f. Ensuring that the local MPP and MP, neighboring municipalities and the County are advised of the declaration and termination, and kept informed of the emergency situation.

g. Approving all major announcements and media releases prepared by the Public Information Officer, in conjunction with the Incident Commander.

h. Maintain a personal log.