

Municipality of East Ferris

Information Report to Council

Report No.: CLERK-2025-03

Date: December 9th, 2025

Originator: Kim Rose, Clerk

Subject: 2025 Year End Report: Emergency Management Program Committee

The following report of the Emergency Management Program Committee (EMPC) to Council outlines the successes, deficits, and deferrals of the Emergency Management Committee and the Municipal Emergency Control Group (MECG) for the 2025 calendar year.

Key Emergency Management Personnel

By-laws 2023-09 and 2025-06 and Resolutions 2023-31 and 2023-32 assigned Municipal personnel to the following roles:

CEMC	Tim Sheppard
Alt. CEMC	Steph Amyotte
EIO	Jason Trottier
Operations	Antoine Boucher
Scribe	Kim Rose
Other staff by invitation (alternates)	
Non-designated Council members may attend by invitation	

Emergency Management Program Committee (EMPC)

The EMPC met on January 22nd, 2025, and July 22nd, 2025. All members were present at both meetings. A Public Education Plan was discussed at the January 22nd meeting and resulted in the purchase of 2 Emergency Preparedness roadside billboard signs. These two signs will be erected by the Public Works Department in the Spring of 2026.

The CEMC took part in the 10th Annual Municipal Tradeshow. The CEMC noted that the booth was well received by the public, and the traffic was heavy. Two 72-hour kits were raffled off as door prizes. Other giveaways included emergency information pamphlets for seniors, pet owners, and the general public, as well as brochures on how to navigate storms and weather changes.

Each year information on the Municipal website is updated to reflect Emergency Preparedness Week initiatives. Emergency Preparedness information was also posted on Municipal social media throughout Emergency Preparedness week related to various emergency situations that could potentially affect the municipality.

A thorough review of the Emergency Plan was conducted at the July 22nd meeting, resulting in minor administrative changes.

Members will meet again on December 11th, 2025, to finalize the 2026 budget.

Hazard Identification Risk Assessment (HIRA)

The HIRA information remained unchanged, aside from one minor amendment, after a review during the September 9th MECG meeting.

Critical Infrastructure (CI)

The Critical Infrastructure list for the Municipality of East Ferris was revised in 2023 with the addition of primary and secondary contact information for Ottawa Valley Railway (OVR). All other information remains unchanged at this time.

Municipal Emergency Plan

The Emergency Management Plan for the Municipality underwent significant changes in 2023 after a thorough review and adopted as a part of By-law 2023-09. Minor revisions were made in 2025 that are administrative in nature, and do not require the passing of a new by-law.

A copy of the most current publicly available Emergency Management Plan is available here: <https://eastferris.ca/uploads/documents/Policies/Emergency%20Plan%20for%20Council%20and%20Web%20FINAL.pdf> . If anyone has any comments, please forward them to the Scribe, who will liaise with the CEMC.

Municipal Emergency Control Group (MECG)

On September 9th, 2025, the EOCG met in Municipal Council Chambers. All members, as well as their alternates, were present. The following needs were noted:

- Additional Road Closed barriers are required. This will be added to the 2026 budget.
- The MECG requires large scale, dry erase maps for emergency purposes.
- A telephone will be added to the primary EOC (Council Chambers).

The MECG met again on November 26th, 2025, to review the 5 Areas of Knowledge and discuss this report.

Emergency Operations Centres (EOC)

Municipal, primary and alternate EOCs are defined in the plan. An update to the primary EOC was made through By-law 2023-09.

Both the primary and alternate EOCs are equipped with appropriate technology to allow the MECG to effectively deal with an emergency.

Council will be requested to renew the Agreement with the Township of Chisholm for use of the East Ferris Community Centre as their secondary EOC. This Agreement will come forward at

the December 9th, 2025, meeting of Council.

Incidents of Note

There were no incidents to note for 2025.



Kim Rose, Dipl.M.A.
Clerk



Jason H. Trottier, HBBA, MPA, CPA, CMA
CAO/Treasurer