

## Emergency Management Program – Essential Level Maintenance Checklist

### Annual Emergency Management Program Statement of Completion



**Municipality:** Regional Municipality of York

**Sector:** GTA Sector

**Verification:**

- Please attach your completed “Municipal Essential Level Maintenance Checklist” and have officials sign below as indicated.

We, the undersigned, declare that The Regional Municipality of York has completed all of the necessary requirements of the Emergency Management and Civil Protection Act RSO 1990 and Ontario Regulation 380/04.

\_\_\_\_\_  
Community Emergency  
Management Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Emergency Management  
Program Committee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Head of Council

\_\_\_\_\_  
Date

EMO Office Use Only:

Form received by: \_\_\_\_\_

Date: \_\_\_\_\_

Data verified by: \_\_\_\_\_

Date: \_\_\_\_\_

## Emergency Management Program – Essential Level Maintenance Checklist

**The following checklist has been developed from the Emergency Management and Civil Protection Act RSO 1990 and Ontario Regulation 380/04.**

**Municipality:** Regional Municipality of York

**Sector:** GTA SectorSector

	Date Confirmed
1. Does the municipality have a Community Emergency Management Coordinator (CEMC)? (O.Reg.380/04,s.10(1))	August 2008
2. Has the CEMC completed the required training? (O.Reg.380/04,s.10(2))	August 2008
3. Does your municipality have a community emergency management program committee? (O.Reg. 380/04, s.11)	August 2008
4. Does your municipality have a current by-law adopting its emergency management program? (EMA s. 2)	August 2008
5. Is the municipality's Community Risk Profile current? (EMA s. 2)	December 2008
6. Has the Municipality's Emergency Response Plan been reviewed and has a copy been submitted to EMO? (EMA s.3.1 (1), s.3.1(6) s. 6.2 (1) )	November 2008
7. Is the municipality's by-law adopting its emergency response plan current? (EMA s. 3 (1))	December 2008
8. Does the municipality have a designated Emergency Operations Centre? (O.Reg.380/04,s.13 (1))	August 2008
9. Does the municipality's EOC have appropriate communications systems? (O.Reg. 380/04,s.13 (2))	August 2008
10. Is the municipality's Critical Infrastructure Identification current? (EMA s. 2.1 (3))	December 2008
11. Has the municipality conducted its required annual training session for the Community Control Group and supporting staff? (EMA s.2.1(2), O.Reg. 380/04,s.12 (3))	November 2008
12. Has the municipality conducted its required annual Exercise for the Community Control Group and supporting staff? (EMA s.2.1(2), O.Reg.380/04 s. 12 (6))	May 2008
13. Has the municipality designated an employee to act as its Emergency Information Officer? (O.Reg.380/04, s. 14 (1))	August 2008
14. Has the municipality completed a Public Education and Awareness program? (EMA s. 2.1 (2c))	August 2008
15. Has the municipality's Emergency Management Program Committee conducted an Annual Review of the Program? (O.Reg.380/04,s.11 (6))	December 2008