



Minutes of the Emergency Management Community Control Group Tabletop Exercise
Jointly Held with the Municipality of Mattawan and the Town of Mattawa
Held at 6 pm Monday October 18, 2021
Upstairs at the Mike Rodden Arena

Present: John Strothers – Emergency Management Ontario Field Officer, Mayor Peter Murphy, Councillor Beverly Bell, Councillor Don Lemaire, Councillor Janet McNabb, Councillor Michelle Lahaye, Clerk Treasurer JoAnne Montreuil, Deputy Clerk Treasurer Lyne Lafreniere, Mayor Dean Backer, CAO/Treasurer Francine Desmoreau, Executive Assistant Brittany Belanger, Public Works Supervisor Barry Jackson, Paul Lafreniere Mattawa Interim Fire Chief, Paul Dupras Mattawa Deputy Fire Chief, Fern Levesque Captain Mattawa Fire Department, Jean Larocque SRO Ministry of Natural Resources and Forestry, James Zacher Ministry Of Natural Resources and Forestry Fire Management Supervisor Aviation, Forest Fire and Emergency Services.

Resolution No. 2021-720

Agenda

Motioned by Councillor Lemaire

Seconded by Councillor Bell

BE IT RESOLVED that the agenda for the Community Control Group (CCG) for the Emergency Management tabletop exercise being held on October 18, 2021 is accepted as presented.

CARRIED

Tabletop exercise – Clerk Treasurer/CEMC JoAnne Montreuil began the tabletop exercise by asking everyone to introduce themselves and once that was done, she read the scenario for the tabletop exercise. Questions were asked of the MNRF representatives about the information they require when reporting an out-of-control fire (gather as much information as possible, take pictures of the fire). Then questions were asked of the Mattawa Interim Fire Chief, Paul Lafreniere (yes, the Mattawa Fire Department provides the protection for the lagoon, once the call has been placed to the Town, the CAO/Treasurer, Francine Desmoreau, can call the Fire Chief internally, it would take approximately 7 minutes for the Fire Department to reach the lagoon, since the pumpers/tankers need to fill/can fill up on the Ottawa River, the OPP needs to be informed of the situation to keep boats off the Ottawa River). The Interim Fire Chief, the MNRF Supervisor, and the Mattawan Road Supervisor would form a unified command and an Incident Command Post would be established on Moosehead Road. The Mattawan Road Supervisor will have a list of all the property owners on Moosehead Road and he would ask two of the CCG (Community Control Group) to start to knock on the resident's doors to notify them of a potential evacuation (if this was an actual evacuation, the residents would be directed to go to the Mattawa Legion on Hurdman Street for food and shelter and to wait there for further instructions, it was noted by Field Officer John Strothers, that neither the Mayor nor the Municipality has the authority to order residents to leave,

but if there is an immediate threat to life, child endangerment, or someone who cannot make competent decisions, the Clerk Treasurer/CEMC JoAnne Montreuil has the authority to order the evacuation.

It is now 1 hour into the fire, the MNRF have been using water bombers to extinguish/control the fire, but the lagoon is now on fire. The Mattawa Fire Department has assembled their CCG at the arena and are in communication with the MNRF and are assessing potential dangers and outcomes. The Mattawa Fire Department/MNRF completely extinguishes the fire and Interim Fire Chief Lafreniere, the MNRF Supervisor and the Mattawan Road Supervisor begin to terminate the Incident Command by providing necessary briefing, debriefings, completing all necessary reports and demobilizing all resources that are no longer required. The incident has now ended.

Review of HIRA, Critical Infrastructure and review of six areas of preparedness for Mattawan –

The CCG for Mattawan are happy with the HIRA and Critical Infrastructure (Field Officer John Strothers did ask the CCG to consider the Mattawa Bridge as part of their infrastructure). The six areas of preparedness were reviewed:

- Emergency Response Plan – is in place and has been reviewed this year
- Emergency Operations Centre – the CCG know where the EOC is located and where the secondary EOC will be located if the need arises
- Training – all CCG have received training on all of the EOC equipment and have participated in other emergency training. They are comfortable with their roles and responsibilities and understand the Notification Procedure.
- Exercises – the CCG participated in the tabletop exercise for 2021
- Emergency Information – HIRA and Critical Infrastructure were reviewed
- Public Education – flyers were mailed with resident's interim and final tax bills in 2021 describing the 72 hr Emergency pack and Family Emergency Plan as well as other information.

Review of HIRA, Critical Infrastructure and review of six areas of preparedness for Mattawa – Interim Fire Chief Paul Lafreniere reviewed this information for Mattawa.

Resolution No. 2021-721

Adjournment

Motioned by Councillor McNabb

Seconded by Councillor Lahaye

BE IT RESOLVED that this meeting for the Community Control Group Emergency Management exercise held October 18, 2021 is adjourned.

Time: 7:35 pm

Mayor Peter Murphy

Clerk Treasurer/CEMC JoAnne Montreuil
Approved by Resolution No. 2021-