

Parkade Incident After Action Review Progress Report Q4-2020**Report Purpose**

To provide Council the fourth quarter progress report on the After Action Review (AAR) recommendations and seek approval of the Municipal Emergency Plan.

Recommendation

THAT the Municipal Emergency Plan, as set out in enclosure 3 of the January 19, 2021 Emergency Services report, be approved.

Our Prioritized Strategic Goals

Goal 6 - Provide facilities and services that are available and accessible to residents

Goal 8 - Foster an environment for safe communities

Report

The After-Action Report for the November 6 Parkade Incident was presented to Council on December 10, 2019. The findings and recommendations contained in the "**Strathcona County Parkade Incident After-Action Review: Report**" constructively formed the basis of a multi-year Emergency Management improvement program. These findings fell into 4 main categories:

1. Plans and Readiness
2. Incident Management
3. Crisis Communications
4. Business Continuity

Municipal Emergency Plan

The Strathcona County Emergency Management Agency (SCEMA) has acted to implement these recommendations. In addition to the Q4 update, SCEMA is pleased to share the revised Municipal Emergency Plan (MEP). The purpose of the Strathcona County MEP and its functional annexes is to provide the basis for a coordinated response before, during and after a large-scale emergency incident or planned event occurring within the County's designated geographic boundaries. This MEP and associated documents were developed to align with industry best practices and the Canadian Standard CSA Z1600-17: Emergency and continuity management program. Our plan specifically addresses all four phases of disaster: Prevention/Mitigation, Preparedness, Response, and Recovery. The plan restructures our Emergency Management framework so that in times of crisis it will support the decision-making process of our leaders. The MEP also stipulates the expectations of training as well as evaluation and review to ensure that our framework remains effective and relevant. These themes are further detailed through separate annexes for each theme to provide additional details and supporting processes. A synopsis of each major theme within the MEP is provided below:

Governance identifies the roles and responsibilities of each key component of a response including activities required before, during and after an incident. This also links the critical governance legislation that provides for unique actions as required.

Emergency Operations Plan (EOP) describes the actions to be taken during or immediately after an incident to manage its consequences, which will be based on an all-hazards, all of county basis, including crisis management and decision trees. This plan also delineates the responsibilities of the onsite Incident Management Team and Emergency Operations Centre. The EOP provides detailed information on the activation, roles and processes during a planned large event (i.e. Canada Day Celebration Response Plan) or expanding emergent incident that requires additional resources for our actions to be successful.

Emergency Social Services Plan describing the actions to be taken during or immediately after an incident to mitigate the impact on residents and aid in community recovery, shall be based on an all-hazards, and a person-centred approach.

County Risk Assessment Plan identifies the goals, frequency and process for conducting a collaborative, all of county risk assessment that identifies risks to our community. These risks are divided into three categories, natural, technological and human-induced (both intentional and unintentional). Through a detailed analysis and evaluation, we determine the appropriate prevention, mitigation or response measures required to ensure the continued safety of our residents and the continuity of our business operations.

Business Continuity Plan defines the framework for where documented plans detail how the County's departments will manage a disruptive event and recover or maintain its critical activities to a predetermined level, based on management approval.

Communications and Warning Plan describes how we will use all available methods to address the needs for communication before, during, and after incidents and planned events, including Strathcona County Alerts (SC Alerts). This plan synergizes the activities that would continue to be provided by Corporate Communications to our residents.

County Recovery Plan describes procedures to restore and return operations from the temporary measures adopted during the incident to support normal business / operations requirements after an incident.

Emergency Management Program Training Plan aligns with the Local Emergency Management Authority Requirements that stipulates the training requirements for municipalities. The plan outlines competency-based training and educational curriculum to support the program, the frequency and scope of training, and the processes for maintenance of both the plans and associated training records.

Conclusion

The updated MEP, the County's strategic guiding document for the EM program, is complete and ready to support our response framework when required. This framework defines clear lanes and expectations of the decision makers within the organization and the processes to follow that will enable an effective response on behalf of our community. The MEP will be utilized to grow the collaborative relationships between our departments and regional partners and strengthened through sustained dialogue. The collaborative approach that

SCEMA and all County departments have taken to date has been fundamental in forming a foundation for continuous improvement of the Emergency Management program that will support the organizational readiness and the safety of Strathcona County residents.

Council and Committee History

October 6, 2020	Priorities Committee provided with the Parkade Incident After Action Review progress report for Q2-Q3 2020.
April 28, 2020	Priorities Committee provided with the Parkade Incident After Action Review progress report for Q1-2020.
December 10, 2019	<p>Council approved "THAT Administration develop a multi-year implementation plan, with all relevant departments, based on the recommendations of the December 10, 2019 Emergency Services After Action Report and the Local Authority Emergency Management Regulation set by the Province of Alberta, to be delivered to Council by the end of June 2020; and</p> <p>THAT Administration provide progress reports, by the end of each quarter commencing March 2020, on the status of implementation under the plan."</p>
April 16, 2019	Priorities Committee provided with an approach and next steps for an After Action Report (AAR) on the response to the County Hall/Community Centre Parkade Incident.

Other Impacts

Policy: N/A

Legislative/Legal: *The Emergency Management Act (EMA)* provides the legislative framework for local and provincial management of emergencies and disasters. It outlines the roles and responsibilities of the Minister of Municipal Affairs, the provincial government, and local authorities. Strathcona County has an Emergency Management Bylaw (bylaw 17-2018) in place.

Interdepartmental: All County departments

Master Plan/Framework: N/A

Enclosures

1	Parkade Incident After Action Review Q4-2020_PPT
2	Parkade Incident After Action Review Progress Report Timelines Q4-2020
3	Municipal Emergency Plan