

Memorandum

To: Budget Standing Committee

Cc: Shelley Chemnitz, CAO
Dave Oakes, Deputy CAO
Kristine Douglas, Director FMS/City Treasurer

From: Jeff McCormick, Acting Fire Chief

Date: November 21, 2018

Subject: Community Emergency Management Coordinator Comparison

As a follow-up to the Budget Standing Committee meeting of November 19, 2018 please accept this memo as FEMS response to Chair Siscoe's request for more information regarding how comparable municipalities assign the duties of the Community Emergency Management Coordinator.

Below is a chart that was included in the 2017 Master Fire Plan (page 33), Section 5, Corporate Emergency Management where the recommendation to hire an additional staff person to assume the position of Community Emergency Management Coordinator appears.

| Municipal Fire Service | CEMC | Reporting Structure |
|------------------------|--|---------------------|
| Barrie | Deputy Fire Chief of Prevention/CEMC | Fire Chief |
| Brantford | Full-Time CEMC | Fire Chief |
| London | Full-Time CEMC | CAO |
| Thunder Bay | Thunder Bay Fire Rescue Director of Administration | Deputy Fire Chief |
| Cambridge | Full-Time CEMC | CAO |

| St. Catharines | Fire Chief | CAO |
|-----------------------|--|------------|
| Guelph | Police | CAO |
| Kingston | Full-Time CEMC - designated statutory official of the City through by-law | Fire Chief |
| Kitchener | Full-Time CEMC | |
| Markham | Full-Time CEMC | |
| Niagara Falls | Fire Chief | CAO |
| Peterborough | Full-Time CEMC | CAO |
| Greater Sudbury | General manager of Community Safety / Chief of Fire and Paramedic services | CAO |
| Burlington | Full-Time CEMC | Fire Chief |