



The Corporation of the Town of Pelham

By-law No. 29-2026

Being a By-Law to adopt the Niagara West Emergency Management Program for the Town of Pelham and to authorize the execution of Shared Service Agreements for the provision of Emergency Management Services between the Town of Lincoln, Town of Pelham, Township of Wainfleet, and Township of West Lincoln.

WHEREAS:

1. The *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended, mandates that every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program;
2. The *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended, mandates that every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan;
3. Subsection 20(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 provides that a municipality may enter into an agreement with one or more municipalities to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;
4. The Council of the Town of Pelham deems it beneficial and expedient to cooperate with other municipalities to adopt and implement a joint emergency management program in accordance with the requirements of the *EMCPA*, and to share services in respect of the implementation and administration of the joint emergency management program;
5. The Council of the Town of Pelham deems it necessary to revise and update the by-law to adopt an emergency management program

NOW THEREFORE the Council of the Corporation of the Town of Pelham hereby enacts as follows:

DEFINITIONS

1. In this by-law:

“*emergency*” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

“*EMCPA*” means the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended, and regulations enacted thereunder

EMERGENCY MANAGEMENT PROGRAM

2. An emergency management program shall be adopted and implemented pursuant to the *EMCPA* and shall consist of:
 - (a) an emergency plan in conformance with the *EMCPA*;
 - (b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - (c) public education on risks to public safety and on public preparedness for emergencies;
 - (d) any other element required by the standards for emergency management programs set under section 14 of the *EMCPA*; and
 - (e) identification and assessment of the various hazards and risks to public safety that could give rise to emergencies and identification of the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.
3. The Niagara West Emergency Management Program attached hereto as Schedule "A" is hereby adopted as the emergency management program for the Town of Pelham and shall be implemented in cooperation with the other participating municipalities in the Niagara West Emergency Management Program and in accordance with the *EMCPA*.

EMERGENCY PLAN

4. The Niagara West Emergency Plan attached hereto as Schedule "B" shall be and is hereby adopted as the municipal emergency plan for the Town of Pelham in accordance with the *EMCPA*.
5. The Niagara West Emergency Plan shall be implemented and shall constitute the plan to govern the provision of necessary services during an emergency, and shall be applied, with any necessary modifications, in the event of an emergency to provide the procedures under which employees of the municipality and others will respond to an emergency.
6. Designated municipal officials as set out in the Niagara West Emergency Plan, and their alternates, shall be empowered to activate the Niagara West Emergency Plan within their respective municipality where an emergency is deemed to exist but has not yet been declared to exist.

EMERGENCY OPERATIONS CENTRE MANAGEMENT TEAM

7. A municipal Emergency Operations Centre Management Team as set out in Niagara West Emergency Plan shall be and is hereby established as the municipal emergency control group in accordance with the *EMCPA* for each municipality that participates in the Niagara West Emergency Management Program.
8. The positions identified as members of the EOCMT of each municipality shall be deemed to be appointed by the Council of each respective municipality.
9. The following positions, or their designate, for the Town of Pelham shall be and are appointed as the EOCMT for the Town of Pelham include: Fire Chief, CAO, Director of Community Planning and Development,

Director of Corporate Services, Director of Public Works, Manager of Information Technology, Town Clerk and Communications Manager and Government Relations.

DECLARATION OF AN EMERGENCY

10. The Head of Council of the Town of Pelham, or designated alternate, as provided in the Niagara West Emergency Management Plan, shall be empowered to declare an emergency in accordance with the *EMCPA* within the Town of Pelham, but in no other municipality.

MUTUAL ASSISTANCE AGREEMENTS

11. During a declared emergency, by signature of the Head of Council the Town of Pelham may enter into mutual assistance agreements with any other municipality, or with any persons or organizations, for the provision of personnel, service, equipment, or material.

NIAGARA WEST EMERGENCY MANAGEMENT PROGRAM ADVISORY COMMITTEE

12. The Niagara West Emergency Management Program Advisory Committee shall be established to support the administration of the Niagara West Emergency Management Program and to ensure that the Emergency Management Program is implemented by all participating municipalities in an effective and harmonized manner.
13. The Niagara West Emergency Management Program Advisory Committee shall consist of the Niagara West Emergency Management Coordinator, and the Community Emergency Management Coordinator, the Chief Administrative Officer or designate, and such other municipal employees as may be appointed from each participating municipality in the Niagara West Emergency Management Program.
14. The Niagara West Emergency Management Coordinator shall Chair the Niagara West Emergency Management Program Advisory Committee.
15. The Niagara West Emergency Management Program Advisory Committee shall review the Niagara West Emergency Management Program at least annually.

TOWN OF PELHAM EMERGENCY MANAGEMENT PROGRAM COMMITTEE

16. The Town of Pelham Emergency Management Program Committee shall be and is hereby established as the municipal emergency management program committee pursuant to the *EMCPA*.
17. The Chief Administrative Officer, Fire Chief, Niagara West Emergency Management Coordinator, Manager of Communications and Government Relations, Manager of Public Works, Director of Community Planning and Development and Scribe shall be and are hereby appointed by Council as members of the Town of Pelham Emergency Management Program Committee.
18. The Town of Pelham Emergency Management Program Committee may also include such municipal employees who are responsible for emergency management functions, and such other persons as may be appointed by Council.
19. The Town of Pelham Emergency Management Program Committee shall review the Niagara West Emergency Management Program at

least annually and, if necessary, shall recommend revisions to the Niagara West Emergency Management Program Advisory Committee for consideration by Council.

20. The Town of Pelham Emergency Management Program Committee is hereby authorized to add, amend, revise or remove any Annex to the Niagara West Emergency Plan for the Town of Pelham without amendment to this by-law.

21. The Town of Pelham Emergency Management Program Committee shall advise Council on matters regarding the development and implementation of the municipality's emergency management program.

TOWN OF PELHAM EMERGENCY MANAGEMENT PROGRAM COORDINATOR

22. The Fire Chief appointed by Council for the Town of Pelham shall be and is hereby designated by Council as the Community Emergency Management Coordinator for the Town of Pelham pursuant to the *EMCPA*.

23. The Niagara West Emergency Management Coordinator shall coordinate the development and implementation of the Niagara West Emergency Management Program within the municipality and shall coordinate the emergency management program with the emergency management programs of other municipalities, of ministries of the Ontario government, and of organizations outside government that are involved in emergency management.

SHARED EMERGENCY MANAGEMENT SERVICES AGREEMENT

24. The Clerk is hereby authorized and directed to prepare agreements with the Corporation of the Town of Lincoln, the Corporation of the Township of West Lincoln, and the Corporation of the Township of Wainfleet, for the provision of shared emergency management services, and the Chief Administrative Officer is hereby authorized to sign and execute such agreements.

REPEAL

25. By-law No. 4489 (2022) be and is hereby repealed and any other by-law that is found to be inconsistent with this by-law is hereby repealed in whole or in part on the passing of this by-law.

FORCE AND EFFECT

26. This by-law shall come into force and take effect on the day on which it is passed.

Read, enacted, signed and sealed this 10th day of June, 2026.



Marvin Junkin, Mayor



Holly Willford, Town Clerk