

**Subject: Emergency Preparedness and Protective Services Committee Terms
of Reference**

File Number: ACS2023-OCC-CCS-0015

**Report to Emergency Preparedness and Protective Services Committee on 13
February 2023**

and Council 22 February 2023

**Submitted on February 2, 2023 by Caitlin Salter MacDonald, Manager, Council and
Committee Services, Office of the City Clerk**

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Ward: Citywide

**Objet : Mandat du comité des services de protection et de préparation aux
situations d'urgence**

Dossier : ACS2023-OCC-CCS-0015

**Rapport au comité des services de protection et de préparation aux situations
d'urgence**

le 13 février 2023

et au Conseil le 22 février 2023

**Soumis le 2 février 2023 par Caitlin Salter MacDonald, Gestionnaire des Services
au Conseil municipal et aux comités, Bureau du Greffier municipal**

Personne ressource : Christopher Zwierzchowski, coordonnateur de comité

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Quartier : À l'échelle de la ville

REPORT RECOMMENDATION

**That the Emergency Preparedness and Protective Services Committee
recommend Council approve its Terms of Reference, as outlined in this report
and attached as Document 1.**

RECOMMANDATION DU RAPPORT

Que le Comité des services de protection et de préparation aux situations d'urgence recommande au Conseil d'approuver son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.

BACKGROUND

At its meeting of December 7, 2022, Ottawa City Council considered a report titled [2022-2026 Council Governance Review \(ACS2022-OCC-GEN-0030\)](#). In approving this report, Council approved the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2023 for consideration and recommendation to Council for approval. Accordingly, this report is presented to the Emergency Preparedness and Protective Services Committee for its consideration and approval.

DISCUSSION

As part of the 2022-2026 Council Governance Review report, Council approved the Committee structure for the 2022-2026 Term of Council.

As part of this report, Council established a new Emergency Preparedness and Protective Services Committee responsible for the emergency and protective services mandate of the former Community and Protective Services Committee (CPSC) that operated during the 2018-2022 Term of Council. Specifically, this new Committee would undertake specific responsibilities that were previously set out in the CPSC's Terms of Reference with respect to By-law and Regulatory Services, Ottawa Fire Services, Ottawa Paramedic Services, and Public Safety Service, as well as the Public Policy Development Branch.

Full details on these changes are outlined in the [2022-2026 Council Governance Review Report](#), Part 1.

The draft Terms of Reference for the Emergency Preparedness and Protective Services Committee are attached at Document 1.

The Terms of Reference also include minor updates recommended by staff to reflect current City organizational structure, to provide additional clarity and precision or remove redundancy within the scope of the mandate approved by Council through Governance Review.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report

LEGAL IMPLICATIONS

There is no legal impediment to the adoption of the recommendation in this report

COMMENTS BY THE WARD COUNCILLOR

This is not a ward-specific report

CONSULTATION

As part of the preparation for the 2022-2026 Council Governance Review report and associated recommendations on committee mandates, the City Clerk consulted with Members of the 2018-2022 and 2022-2026 Terms of Council, the Senior Leadership Team, as well as staff that work most closely with the legislative process.

The public was notified of this report through the weekly meeting advertisements and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

ACCESSIBILITY IMPACTS

There are no specific accessibility impacts associated with this report.

DELEGATION OF AUTHORITY IMPLICATIONS

No additional delegated authority is being sought by staff as part of this report.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified associated with this report.

RURAL IMPLICATIONS

No rural implications have been identified associated with this report.

TERM OF COUNCIL PRIORITIES

This report implements the Committee mandate approved by Council as part of the 2022-2026 Council Governance Review.

SUPPORTING DOCUMENTATION

Document 1 - Draft Emergency Preparedness and Protective Services Committee Terms of Reference.

DISPOSITION

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Emergency Preparedness and Protective Services Committee and will be published to Ottawa.ca by the Office of the City Clerk.