
City Council

Notice of Motion

MM9.24	ACTION			Ward: All
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Training on lock-down procedures for City of Toronto and City Council Members' staff - by Councillor Brad Bradford and Councillor Jennifer McKelvie

** Notice of this Motion has been given.*

** This Motion is subject to referral to the General Government and Licensing Committee. A two-thirds vote is required to waive referral.*

Recommendations

Councillor Brad Bradford and Councillor Jennifer McKelvie, recommends that:

1. City Council request the Director, Corporate Security to make available training opportunities and resource materials on emergency response procedures for all City of Toronto and City Council Members' staff, including but not limited to:

- a. simplified, plain-language instructions on lock-down, hold and secure, and shelter-in-place procedures tailored to the specific work environments of staff;
- b. conducting annual drills to enhance emergency preparedness;
- c. incorporating training into required new employee training packages;
- d. information on where and how to receive City of Toronto real-time updates on lock-downs and other emergency situations; and
- e. access to City of Toronto resources and opportunities for drills on the procedures and best practices outlined above.

Summary

On Wednesday July 3rd, City Hall was placed in a hold and secure scenario. Thousands of City staff, members of the public, and Members of Council were in City Hall when the lock-down procedure was initiated due to an incident involving a firearm outside of the building.

The lock-down initiation left many confused and unsure on what actions should be taken in a security incident. Many members of our City Hall community took an active role in supporting colleagues and implementing the procedures of the lock-down. Their actions should be commended.

While no direct harm was caused in this most recent incident, it provides an opportunity for us all to learn and be informed on the appropriate emergency responses. The recommendation in this Motion asks for staff to communicate and tailor the existing, often detailed protocols and procedures into plain-language so that all members of the City of Toronto community can feel better prepared when emergency situations arise. I hope they will never be required.

Background Information (City Council)

Member Motion MM9.24