



Town Emergency Management Plan

Approved by Fire and Emergency Services, NL
July 14, 2010

Adopted by the Town of Deer Lake
July 27, 2010

Reviewed April 20, 2016

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Town of Deer Lake

Emergency Plan

Approved in Principle:

Town or Region: Deer Lake
Date: June 9th, 2010
Mayor/Chairperson: Dean Ball, Mayor

Approved by Fire and Emergency Services – Newfoundland and Labrador

Director: P.L. Rodgers
Date: July 14th, 2010

Adopted by:

Town or Region: Town of Deer Lake
Date: July 27, 2010
Mayor/Chairperson: Dean Ball, Mayor

PLAN MAINTENANCE

The Town of Deer Lake’s Emergency Management Plan will be maintained by the Emergency Planning Committee and the Town Clerk.

1. This plan will be reviewed annually and, where necessary, revised by a meeting(s) of the Emergency Planning Committee.
2. The Emergency Management Plan shall be revised subject to the approval of Council and FES – NL prior to adoption by the Council.

REVIEWS:

MONTH	DAY	YEAR	BY
April	20	2016	Pauline/Lori

PLAN REVISIONS:

MONTH	DAY	YEAR	BY

PART 1 - FORWARD AND OVERVIEW

Forward

This Emergency Management Plan describes the basic procedures to be used, and the responsibilities of the various people, agencies and departments in the event of an emergency. It is to be used during any emergency that occurs within the **Town of Deer Lake**. This plan recognizes and is coordinated with any other emergency plans currently in effect for example, Police, Fire, Regional Health Authority, etc.

After each test and/or use of the emergency management plan, these procedures will be evaluated to determine areas of weakness. One way to do this is to debrief after each emergency or exercise to determine what revisions and amendments may be required in your emergency management plan. Amendments should be made as required and in accordance with Section 5, 6 and 7 of the *Emergency Services Act*.

General

The **Town of Deer Lake, Town of Reidville, and Town of Howley** acknowledges its responsibility for emergencies or disasters which could threaten the health, safety and/or well being of persons and the protection of property and the environment.

Aim

The aim of this plan is to designate responsibilities and immediate action to be taken by certain individuals, municipal services and voluntary agencies in an emergency.

Purpose

The purpose of this emergency management plan is to clearly establish lines of authority and responsibilities for all concerned during the management of an emergency or disaster in the **Town of Deer Lake, Town of Reidville and Town of Howley** and to avoid misunderstanding and conflicts which could result when various disciplines are involved at the same time. Coordination and cooperation is the goal of the **Town of Deer Lake, Town of Reidville and Town of Howley Emergency Management Plan**.

Definitions

Municipality – means a municipality under the *Municipalities Act, 1999*, the city of St. John's, the City of Mount Pearl and the City of Corner Brook and for the purpose of this *Act* includes local service districts and Inuit communities referred to in section 8.2 of the *Labrador Inuit Claims Agreement Act*.

Council – includes the council of a municipality, a regional council, a local service district committee, a regional emergency management committee and an Inuit Community Council created under the Labrador Inuit Claims Agreement as defined in the *Labrador Inuit Claims Agreement Act*.

Emergency – means a real or anticipated event or an unforeseen combination of circumstances which necessitates the immediate action or prompt coordination of action as declared or renewed by the Lieutenant-Governor in Council, the minister, a regional emergency management committee or a council.

Emergency Management Plan – a written and approved plan which is intended to prepare for, respond to, mitigate the effects of and recover from an emergency and to provide for the health, safety, and well-being of persons and the protection of property and the environment. This plan is to be undertaken by the municipality and or region and authorized and prepared pursuant to Section 5 of the *Emergency Service Act*.

Implementation

This Municipal Emergency Plan has been developed in accordance with the legislative requirement in the **Emergency Services Act**. The following section of the Act outline the roles of Town of Deer Lake, Town of Reidville and the Town of Howley, in the development, adoption, activation and implementation of the emergency management plan for the town or region of the Town of Deer Lake, Town of Reidville and the Town of Howley.

When a state of civil disaster or a state of war emergency is declared under Section 8 of the Act, this plan adopted by the Town of Deer Lake, Town of Reidville and the Town of Howley and approved by the Minister of Justice, may come into operation.

When a disaster affecting the Town of Reidville or the Town of Howley occurs and a state of civil disaster has not been authorized under Section 8 of the Act, the Minister may, by order, authorize the Council to put into operation the plan adopted by the Council under Sub-section 1 of Section 7 of the Act.

The Council of the Town of Deer Lake shall exercise the powers and authority granted to it subject to the Act and regulations and to the direction and supervision of the Minister as the responding agency of the Town of Reidville and the Town of Howley Emergency Plan.

PART 2 - EMERGENCY SERVICES ACT

Section 5 of the Emergency Services Act states:

1. The councils of every municipality shall, within 3 years of this Act having come into force, adopt an emergency management plan.
2. An emergency management plan shall, before adoption by a municipality be submitted to the director for review, and a council shall make any changes required by the director so that the plan may be approved by the director before the plan is adopted by a council.
3. An emergency management plan may be developed by a committee of a council, or a council may, with the necessary changes adopt the emergency management plan of a neighboring municipality with the consent of that municipality.
4. An emergency management plan which is adopted by a council under subsection (3) shall be submitted for the approval of the director as required under this subsection as if it had been made by the council alone.
5. An emergency management plan shall designate a person to supervise and control the management of the plan.
6. Amendments to an emergency management plan shall be submitted to the director for approval before the amendments may be adopted by a council.
7. An emergency management plan shall be reviewed by a council and a proposed change to the plan shall be submitted to the director for approval before it may be adopted by a council.

Section 6 of the Emergency Services Act states:

1. Where an emergency is declared by a municipality, the emergency management plan adopted by the council of that municipality shall be activated.
2. An emergency which has been declared by a Municipality shall remain in force until it is rescinded by the municipality.
3. Nothing in this section prevents the minister from declaring a municipal emergency, whether a municipal emergency plan has been declared by council or not, and the minister may, following the declaration of the emergency (a) authorize the director to implement the municipality's emergency plan, or (b) respond to the emergency in the manner the minister considers appropriate under section 9.

Section 7 of the Emergency Services Act states:

1. Two or more councils may join together to form a regional emergency management committee for the purpose of developing a regional emergency management plan.
2. A regional emergency management plan shall be approved by the director before a council adopts the plan and the requirements of section 5 apply as if the plan had been made by a council alone.

Section 8 of the Emergency Services Act states:

1. Where an emergency is declared by a regional emergency management committee, the chairperson of the committee shall declare the emergency for a region or a part of the region, and the regional emergency management plan adopted by the committee shall be activated for that region or part of the region as appropriate.
2. An emergency which has been declared by a regional emergency management committee shall remain in force until it is rescinded by the committee.
3. Nothing in this section prevents the minister from declaring a regional emergency in all or part of a region, whether a regional emergency has been declared by the regional emergency management committee or not, and the minister may, following the declaration of the emergency (a) authorize the director to implement the regional emergency management plan; or (b) respond to the emergency in the manner the minister considers appropriate under Section 9.

Plan Alteration

Where a Council asks the Director of Emergency Services to approve an amendment of a Plan adopted under Section 5 of the Emergency Services Act, the Director shall approve the amendment before the Council adopts the amendment.

PART 3 - EMERGENCY MANAGEMENT SYSTEM

Authority

The powers and authority of Council, a Chairperson or Mayor in any emergency or disaster occurring within the Town of Deer Lake, Town of Reidville and the Town of Howley is outlined in the Municipalities Act, 1999, relating to the establishment and administration of municipal government in the province.

Section 204 of this Act states that a declaration of a “State of Emergency” can be made by Council, Chairperson or Mayor when any of the following circumstances exist in the municipality:

- (a) A disaster of any kind
- (b) A snowstorm or flood
- (c) A shortage of water

When a “State of Emergency” has been declared under Section 204, the Council, Chairperson or Mayor may order under Section 405, of the Municipalities Act, 1999, the following:

1. The closing of or the hours of operation of businesses and schools or a class of businesses and schools, in the municipality.
2. The banning or controlling of public gatherings.
3. The evacuation of buildings.

4. The restriction or prohibition of the use of vehicles or a class of vehicles on the streets of the municipality, or
5. That children below a stated age or in certain age categories not be permitted on a public road, park or in a place of amusement during prescribed hours, whether alone or in the company of a parent, guardian, or other adult.
6. The restriction or prohibition of the use of water.

Clearly, the Deer Lake Town Council is responsible and will continue to be responsible for all emergency operations should an emergency, which involves the risk of loss of life or property or which threatens the health, safety or well-being of some or all of the residents of the municipality, occur.

Involvement by Provincial Government

Should implementation of these actions prove insufficient to control the emergency, assistance may be requested from the Provincial Government by contacting Fire and Emergency Services – Newfoundland and Labrador, telephone (709) 729-3703 (24 Hrs.)

Federal Government Assistance

Should assistance or resources be required from the Federal Government Departments or agencies, requests will be directed through Fire and Emergency Services – Newfoundland & Labrador, telephone (709) 729-3703 (24 Hrs.)

PART 4 - DIRECTION AND CONTROL

Responsibilities

The Town Council of Deer Lake is directly responsible for control of all emergency operations within the municipality.

The Emergency Management Coordinator will be responsible to ensure any changes to the operations and maintenance of the plan are communicated to Council and the other key stakeholders.

An Emergency Council Committee appointed and approved by Council together with the duly appointed Emergency Management Coordinator, will oversee, control and co-ordinate all emergency operations within the municipality.

Emergency Council Committee

Committee Members:

- Chairperson/Mayor: Dean Ball
- Deputy Mayor: Sandra Pinksen
- Town Manager: Maxine Hayden

- Town Clerk: Lori Humphrey
- Councillor 1: Kerry Jones
- Councillor 2: Amanda Freake

Emergency Planning Committee

Emergency Management Coordinator:	Dean Ball
Mayor/Deputy Mayor:	Dean Ball/Sandra Pinksen
Town Manager/Clerk:	Maxine Hayden/Lori Humphrey
Fire Chief:	Earl Tansley
RCMP:	Sgt. Pat Dornan
Regional Health Authority Advisor:	Brenda McCarthy

Agencies, departments and non government organizations involved in the emergency planning process: Representatives from:

1. Department of Advanced Education and Skills
2. Transportation and Works
3. Government Services Centre
4. Health and Community Services
5. Natural resources (Forestry)
6. Environment and Conservation.
7. Fire and Emergency Services

Industry

8. NL Power
9. Deer Lake Power

Other individuals with emergency planning training.

Concept of Operation

The Town of Deer Lake will reinforce its authority within its jurisdiction through the Emergency Planning Committee. Problem solving, duty assignment, media relations and public announcements will be discussed and resolved by this committee. From time to time when people with special expertise or knowledge are required to advise the group on any matter associated with the emergency or disaster, they will be invited to attend and perhaps when appropriate, sit as part of the Emergency Planning Committee.

From a practical sense, the Emergency Planning Committee will continue to manage the emergency until such time as it has ended.

Emergency Operations Centre (E.O.C)

Hodder Memorial Recreation Complex

All emergency/disaster operations will be directed by the Committee from the Hodder Memorial, the Deer Lake Regional Airport will be the alternate E.O.C. in the event the Hodder Complex is in the disaster area. Resource personnel involved in the Emergency Operations Center are referred to as the Emergency Operations Control Group.

1. Communications

- a. The Town Communications will be utilized.

2. Media Coordinator

Members of the press will be accommodated at the Media Center at the Hodder Memorial Recreation Complex. It is recommended that the Media Center be a secure facility and should not be located in the Emergency Operations Center (EOC) but in a separate location near the EOC. The Media Coordinator will be responsible for ensuring that media representatives are adequately accommodated and properly briefed with up to date relevant information and will be the only person authorized to communicate with the media, with few exceptions (Mayor, Fire Chief, etc.) All information distributed to the media, either verbally or written will be consistent.

3. Security/Access

Security and access to the E.O.C. will be restricted to those persons directly involved with the operation and wearing or possessing approved identification. Emergency pass cards will be assigned to appropriate individuals to allow access to the EOC and other areas in the event of an emergency.

4. Parking

The entrance/exit to the fire hall doors in the Town Hall must be kept free of parked vehicles. Parking anywhere adjacent to the Town Hall will be permitted.

Declaration and Termination of State of Emergency

The Town of Deer Lake or Mayor, on the advice of the Emergency Planning Committee, may declare a state of emergency. A Council, Chairperson or Mayor, on the advice of the Emergency Planning Committee, may terminate a State of Emergency. All agencies, in particular Fire and Emergency Services-Newfoundland and Labrador, will be informed of these decisions as soon as possible.

Blank declaration and state of emergency forms will be available at all times.

In the event that an emergency is declared in an area that is managed by a regional emergency management plan and two or more communities are involved, the Mayor/Chairperson of these communities must sign the declaration of state of emergency and the termination of emergency.

PART 5 – ROLES AND RESPONSIBILITIES

Responsibilities of Emergency Management Coordinator

1. Initiating the EOC fan out plan when so directed.
2. Advise council of any changes to operations and maintenance of the plan.
3. Ensure key positions are filled as required.
4. The overall coordination of emergency planning and response.
5. Act on behalf of the Mayor and Council, as instructed.
6. Ensuring that a master event log is maintained identifying the date and time that key decisions are made or major events occur.
7. Request expert assistance as required.

Responsibilities of the Town Manager

1. Liaise with the Fire Chief on equipment and manpower for pumping operations and emergency water supplies.
2. Liaise with the Public Works Superintendent about the cutting off or restoration of services.
3. Liaise with the Emergency Management Coordinator providing advice as required.
4. Identify/indicate clerical staff to support the Emergency Operations Centre Group.
5. Record decisions and recommendations and advise of same as directed.
6. Liaise with the Regional Health Authority and the Department of Advanced Education and Skills about the provision of emergency health services and/or emergency social services.

Responsibilities of Support Staff

1. Supply food for office and field workers by coordinating with the Emergency Operations Centre Group.
2. Issue emergency passes to disaster area, subject to direction from Police or Fire Chief.
3. Provide administration and clerical support as required.

Responsibilities of the Police

1. If first on the scene, notify other first responders and/or Council if necessary.
2. Ensure public order and protection of private and public property against looting.
3. Control traffic where required to facilitate the movement of emergency vehicles both in and out of the emergency area.
4. Alert persons endangered by the emergency and assist in the evacuation of buildings as authorized by the EOC Manager.
5. Consult with the Medical Examiner's Office; assist in the identification of deceased persons and notification of families (next of kin).
6. Implement Police contingency plan.

Responsibility of the Ground Search and Rescue Team (GSAR)

In consultation with the police, GSAR teams can:

1. Undertake a search and rescue response.
2. Provide emergency communications.
3. Assist in evacuations.
4. Assist in the recovery of drowning victims.
5. Assist in the other aspects of emergency response.

Responsibilities of the Fire Department

1. The Fire Chief will implement the Fire Department Disaster Plan.
2. The Fire Chief will be responsible for the overall coordination of the fire services and will ensure provision for:
 - a. search and rescue of trapped or injured persons;
 - b. resuscitation equipment and trained manpower;
 - c. equipment and manpower to assist in pumping operations;
 - d. equipment and manpower to handle accidents involving dangerous commodities;
 - e. mutual aid from other fire departments; and
 - f. making arrangements for additional fire-fighting equipment and liaising with CANUTEC (National Agency for Dangerous Goods) or Fire and Emergency Services for information and assistance regarding controlling of dangerous goods.

Responsibilities of Public Works Superintendent

1. Under the direction of the Town Manager, the Town Superintendent will be responsible for co-ordination of all works services.
2. Implement emergency services, such as water supplies, pumping operations, etc., as designated by the Town Manager.
3. Ensure maximum utilization of town equipment and resources.

Responsibilities of Regional Health Authority

Planning

1. Collaborate in the development of response plans as it relates to Public Health and Environmental Health Emergencies, Mass Casualty Incidents and Psychosocial Emergencies in the community.
2. Provide contact information for use in planning and response initiatives.
3. Participate in exercising municipal plans.

Response

1. Upon request for assistance the Regional Health Authority (RHA) will activate their appropriate emergency response plan(s). Should an EOC be activated by the

municipality, the RHA will assign a medical/health representative to report to the EOC if deemed necessary.

2. The nature and degree of response may vary depending on location. The coordinated response of medical and public health services and facilities within the town or area may include but are not limited to:
 - Medical Services – triage, medical treatment at the emergency site, ambulance transportation, hospitalization, psychosocial support, morgue services, pharmaceutical and medical supplies.
 - Public Health Measures – includes the collection, interpretation and dissemination of information to manage a public health response. This includes infectious diseases, sanitation, monitoring of food and water, pest control, environmental health and other threats to the health of the population. All Public Health emergencies require immediate notification of the Medical Officer of Health and/or designated authority.
3. Identify medical/health emergency telecommunications needs and assist in linking response providers, health facilities, all EOC's and field operation sites.
4. Depending on the nature and duration of an event, communicate with the Department of Health and Community Services (DHCS).
5. Monitor the need for more health assistance and resources that may be available in the local area or region and coordinate request for assistance from other RHA's or DHCS.

Responsibilities of Fire and Emergency Services – Newfoundland and Labrador

Fire and Emergency Services – Newfoundland and Labrador (FES-NL) is tasked with the implementation of an emergency management strategy designed to develop and maintain a modern and robust emergency management system in the province, in collaboration with agency partners and stakeholders, in planning against, preparing for, responding to and recovering from emergencies, disasters and fires.

1. Assist Municipalities, as defined in the Emergency Services Act, to meet their legislative requirement to develop an emergency management plan by May 1, 2012, and furthermore to maintain/update these plans on a regular basis to be approved by the Director of Emergency Services and adopted by the respective municipality(s).
2. Provide assistance to municipalities in Newfoundland and Labrador when an emergency occurs and their capacity to respond has been exceeded.
3. Liaise with other provincial government departments, agencies and the Government of Canada (through Public Safety Canada) to acquire additional resources if needed to respond and recover from an emergency.

Responsibilities of Department of Advanced Education and Skills

DAES has a provincial legislated responsibility to provide Emergency Social Services when individuals, families, and/or municipalities cannot effectively respond and/or when the provincial government needs to respond to ensure the health, safety and well being of its citizens.

The purpose of Emergency Social Services is to meet the survival needs of people following a disaster and provide temporary assistance until regular pre-disaster social services resume operation or until other plans or programs come into operation. Emergency Social Services includes: Reception Center; Lodging; Clothing; Food; Registration and Inquiry; Personal Services, and the care of household pets.

Dept of Education & Skills is accountable for;

1. The operation, direction and supervision of Emergency Social Services.
2. The expenditure of public funds for assistance to any person in need of food, clothing, accommodations or personal services as a result of the emergency.
3. Ensuring the appropriate Memorandum of Understanding is in place should any of the Emergency Social Services be delegated to a partner agency, for example the Red Cross or the Salvation Army.
4. Coordination of volunteer and volunteer agencies wishing to assist in the provision of any of the Emergency Social Services.

To request Emergency Social Services, contact the Regional Director of HRLE or alternate or contact Fire and Emergency Services-NL.

Responsibilities of the Department of Environment and Conservation

1. Act as an advisor agency on the cleanup of hazardous materials, contamination of portable water supplies and emergency sewage disposal.
2. To assist in sampling the soil, water, etc., to determine the level or extent of a contaminant for the purpose of detection and eventual cleanup.
3. Advise on the safety of any area contaminated by hazardous materials or sewage in conjunction with the other responsible agencies.

Responsibilities of Government Services Centre

1. Liaise with the town and power utilities to assess electrical safety issues.
2. Liaise with the Department of Environment and Conservation to assess environmental hazards such as spills, chemical and waste disposal and make recommendations and/or orders on remediation and containment.

3. Liaise with the Department of Health & Community Services, the Regional Medical Officer of Health, and the Department of Advanced Education and Skills to:
 - a. Carry out or perform water safety and food safety inspections.
 - b. Assess the suitability of temporary shelter/housing/food/water.
 - c. Implement disease and rodent control measures.
 - d. Ensure the protection of public health.

Responsibilities of the Department of Natural Resources (Forestry)

1. Respond immediately to the report of any fire near the community; fight the fire with all available resources until it is completely extinguished.
2. Provide protection to property, such as homes, when a fire is near or approaching a community. The local Fire Department will respond to fires within the community.
3. Provide sufficient fire-fighting equipment to assist agencies.
4. Establish communications and advise the Emergency Operations Centre Group on possible dangers to the community.
5. Work with the local Fire Department in addressing any needs as a result of a forest fire.

Responsibilities of the Department of Transportation and Works

1. Maintain a fleet of heavy equipment at maintenance depots located throughout the province. These equipment resources are normally utilized in the course of carrying out routine highway maintenance activities, but in the event of an emergency, may be re-deployed as may reasonably be required in order to respond to issues of life safety and infrastructure loss during the emergency.
2. Provide up to date status reports on road closures, damages, etc., to the Emergency Operations Centre Group.

PART 6 – POTENTIAL HAZARDS

Forest Fires

Major Concerns: Safety of Lives and Property

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Council
2. Activate EOC	Emergency Management Coordinator Emergency Planning Committee
3. Forest Fire Tactical Operations	Fire Department Department of Natural Resources (Forestry)
4. Evacuation Decisions	Emergency Operations Centre Police and Fire Department
5. Relocations/Evacuation	Emergency Operations Centre Department of HRLE (shelter, food, clothing Service Groups, Police, Non-Government Agencies
6. Injuries & Rescue	Regional Health Authority/Local Health Facility Fire & Rescue Team Ambulance
7. Communications	Amateur Radio Communications Group Fire Department Police Municipal Works Vehicle
8. Public & Media Information	Media Coordinator
9. Instructions to Residents	Emergency Operations Centre Police Fire Department
10. Return to Evacuated Area	Emergency Operations Centre Fire Department Police
11. Damage Assessment	Emergency Operations Centre Fire & Emergency Services Department of Municipal Affairs Engineering Consultant
12. Traffic Control	Police
13. Transportation	Emergency Operations Centre

Flood

Major Concerns: Safety of Lives, Loss of Property, Damage to Property, Transportation Problems.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Council
2. Activate EOC	Emergency Management Coordinator Emergency Planning Committee
3. Assess Flood Problem	Emergency Council Committee Engineers Department of Municipal Affairs Department of Transportation and Works
4. Evacuation Decisions	Emergency Operations Centre Police Fire Department
5. Rescue of Stranded People (particular attention to seniors and persons with disabilities)	Fire and Rescue Team Ground Search and Rescue/Volunteers Ambulance Services Police
6. Injuries	Regional Health Authority Local Health Facility/Ambulance Fire Department
7. Traffic Control	Police
8. Transportation of Furniture and Household Goods	Emergency Operations Centre
9. Communications	Amateur Radio Police Fire Department Municipal Works Vehicles
10. Instruction to Residents	Emergency Operations Centre Police Fire Department
11. Relocation/Evacuation	Emergency Operations Centre Department of Human Resources Labour and Employment (shelter, food, clothing) Service Groups, Police, Non-Government Agencies
12. Barricades, Signs, Sandbags, etc.	Emergency Operations Centre Municipal Works Public Works
13. Public & Media Information	Media Coordinator

Dangerous Goods

Major Concerns: Casualties, Deaths, Contamination of Water Supply, Disruption of Traffic, Explosions and Fire, Hazardous to Humans and Livestock, Loss of Electric Power, Interruption of Communications, Evacuation.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Council
2. Activate EOC	Emergency Management Coordinator Emergency Planning Committee
3. Establish On-site Communications	Emergency Responders Communications Coordinator
4. Rescue & Fire	Fire Department Search and Rescue Team
5. Determine Nature of Problem	Fire Department CANUTEC Dept. Of Environment Fire and Emergency Services
6. Warn Adjacent Areas and Define Areas of Risk	Fire Department Police Department of Environment
7. Evacuate Area	Emergency Operations Centre
8. Eliminate Further Escape of Dangerous Goods	Fire Department Shipper of dangerous goods CANUTEC Fire and Emergency Services
9. Notify Medical Facility of Casualties Including Number and Type	Medical Advisor at Scene
10. Traffic Control	Police
11. Establish News Release System Including Instructions to Public	Emergency Operations Centre

PART 7 – CONTACT LIST**Emergency Planning Committee Contact List – Updated April 2016**

Title	Name	Res. #	Bus. #	Cell #
Mayor/Chairperson	Dean Ball	391-3830	635-3313	636-2599
Deputy Mayor	Sandra Pinksen	635-5833		636-9985
Councillor	Kerry Jones	635-8249	635-5171	660-2067
Councillor	Amanda Freake	635-4252		636-4151
Town Manager	Maxine Hayden	635-3438	635-0100	636-1116
Town Clerk	Lori Humphrey	635-4232	635-0110	636-2963
Fire Chief	Earl Tansley	636-2130		636-3445
Deputy Chief	Stephen Rowsell	636-6699		
On-Call	Fireman			636-9700
Fire and Emergency Services	Corey Spracklin		635-4153	636-8471
RCMP	Sgt. Pat Dornan		635-2173	
	Alternate			
	Cpl Dean Hyde		635-2173	
Health Care Facility	Brenda McCarthy		635-4076	
Advanced Education & Skills	Reg Dir – Rob Kinden		292-4553	486-5729
	Vivian Keeping		637-2221	640-4507
	Maurine Tiller		643-8612	649-1177
Municipal Police	Keith Park	391-0242	635-0163	636-2422
Deer Lake Airport	Jamie Schwartz	639-8185	635-3601	632-4646
	Alternate			
	Lindell Smith	635-5640	635-3601	636-2132
Town of Reidville	Town Clerk/Manager			
	Connie Reid	635-4436	635-5232	636-8489
Medical Advisors	Dr. Terry Maher	635-8174	635-5150	
	Dr. John Kielty Jr.		635-3522	

Resource Group List/Possible EOC Representatives - Revised April 2016

Title/Agency	Name of Contact Person	Res. #	Bus. #	Cell #
Dept. Of Advanced Education & Skills	Reg. Dir. Rob Kinden Vivian Keeping Maurine Tiller		292-4553 637-2221 643-8612	486-5729 640-4507 649-1177
Dept. Of Transportation and Works	Tony Blanchard Alternate Chris Morris		635-4118 643-4485	636-2826 636-1436
Dept. Of Environment and Conservation	Emily Timmins Gina MacAurther		729-2575 729-5783	
Canadian Red Cross			634-4626	
Ground Search and Rescue	John Campbell Alternate Wayne Parsons		635-7982 635-2072	215-0509 636-3268
Dept. Of Natural Resources (Forestry)	James MacNeil		686-2420 686-2400	
NL Power	Supervisor on Call		686-2420 686-2400 18005630919	
Communication Coordinators	Don Rowsell	635-3250		
Public Relations	Mayor Dean Ball Sandra Pinksen	391-3830 635-5833	635-3313	636-2599 636-9985
Town Superintendant	David Thomas Jerry Langdon	635-4780 635-3202	635-2451 635-2451	636-1117 636-8378
Fire and Emergency Services	Corey Spracklin		635-4153	
Government Services Centre			637-2204	
Church Liaison	Myles Vardy		635-2932	
Stephan Hopkins Foundation	Junior Pinksen	635-4466	635-3682	636-3540
Public Health	Lorna Bursey	635-5980	635-7832	636-3480
Child Youth & Family Services	Whomever is on call		637-5000 Depot 0	Hospital will dispatch

Where possible, identify alternates and ensure accurate contact information

Municipality Groups and Facilities

Title/Agency	Name of Contact Person	Res. #	Bus. #	Cell #
Clergy				
Salvation Army	Major Wayne Pike	635-3718	635-3452	636-1699
Roman Catholic Church	Father Gabriel Selvanathan	635-2444	635-2444	
United Church	Rev. Myles Vardy		635-2932	
Anglican Church	Rev. Paulette Bugden		635-2615	
Pentecostal Church	Peter Grimes Robert Higgs	635-7307 635-7307	635-3061 635-3061	
Service Groups				
Anglican Church	Cathy Moore	635-3435		
Roman Catholic	Marie Bennett	635-3837		
Legion	Dave Parsons	635-3464		
United Church	Iris Hoddinot	635-2371		
Knights of Columbus	Bryan Ball	635-5639		
Salvation Army Home League	Carolyn White	635-5639		
Pentecostal Women's Association	Carol Anstey	635-3061	635-3061	
Lions Club	Wynona White	635-8119	635-3861	
Reception Centres				
Xavier Junior High	Aurele Beaupre		635-2196	
Elwood High School	Peter Burt		635-2895	
Elwood Elem. School	Jim Pink		635-2337	
Hodder Memorial Stadium	Junior Pinksen		635-3682	
Bedding and Clothing				
Riff's	Debbie Young	635-5367	635-2182	
Wal-Mart	Morley Ford		634-2310	
Public Health	Lorna Bursey		635-7832	636-3480
Child, Youth and Family Services	Whomever is on call		637-5000 Operator	Hospital will dispatch

List of Departments/Agencies/Groups in Receipt of the Emergency Management Plan

All are to be notified if changes are made to the Emergency Management Plan

Department or Agency	Name of Contact Person	Telephone #
Fire and Emergency Services	Corey Spracklin	635-4153
Police	Pat Dornan	635-2173
Hospital	Derek Tilley	637-5000 Ext 6448
Fire Department in Town of Deer Lake	Earl Tansley Fire Chief	636-3445 636-2130
Fire Department in Town of Reidville	Connie Reid Town Clerk/Manager	635-5232
Airport	On Call Fireman	636-1567

List of Available Equipment During an Emergency

Type of Equipment	Owner	Business Tel.#
Backhoe	Deer Lake Airport	635-3601
Grader	Transportation & Works	635-4100
Excavators	William Perry	635-2506
Tandem Truck	Transportation	635-4100
Front End Loader	William Perry	635-2506
Deck Truck (tow)	Premium Enterprises	635-2671
Cat Loader	Town of Deer Lake	635-2451
John Deer Loader	Town of Deer Lake	635-2451
Backhoe	Town of Deer Lake	635-2451
Grader	Town of Deer Lake	635-2451
Dump Trucks	Town of Deer Lake	635-2451
Fire Trucks	Town of Deer Lake	635-2451
Drum Roller	Town of Deer Lake	635-2451
Utility Trailer	Town of Deer Lake	635-2451
Snowblowers	Town of Deer Lake	635-2451
Air Compressors	Town of Deer Lake	635-2451
Trackless Tractor	Town of Deer Lake	635-2451
Cement Mixer	Town of Deer Lake	635-2451
Generators	Town of Deer Lake	635-2451
Steam Jenny	Town of Deer Lake	635-2451
Van	Town of Deer Lake	635-2451
Pick-up Trucks	Town of Deer Lake	635-2451
Tamper	Town of Deer Lake	635-2451
Stake Trucks	Town of Deer Lake	635-2451

DECLARATION OF A STATE OF EMERGENCY

Name of Municipality: _____

Address of Municipality: _____

Pursuant to section 204 of the ***Municipalities Act, 1999*** of the Province of Newfoundland and Labrador, and being satisfied that an emergency exists;

Nature of the emergency:

which endangers or could endanger the health, safety or well being of persons or threatens or could threaten damage to property or the environment within the Municipality;

AND WHEREAS the emergency exists in the area bounded by the following:
(describe boundaries of the emergency)

THEREFORE BE IT RESOLVED THAT PURSIANT TO SECTION 204 OF THE ***Municipalities Act, 1999***, RSNL 1990, Chapter E-8, of the Statutes of Newfoundland and Labrador, the Council of the Municipality noted above hereby declares that a state of emergency exists as of and from _____ o'clock in the morning () or in the afternoon () on the ____ day of _____, 20__ at ____ o'clock in the morning () or in the afternoon (), unless this Declaration is renewed or terminated in writing by the Council.

IN WITNESS WHEREOF the Council of the _____ has by resolution number _____ carried and declared this state of emergency.

Moved by Councillor _____

Seconded by Councillor _____

Dated this ____ day of _____, 20_____.

Name – please print

Position

TERMINATION OF A STATE OF EMERGENCY

Name of Municipality: _____

Address of Municipality: _____

The above noted Municipality declared a State of Emergency on _____, 20____, pursuant to section 204 of the ***Municipalities Act, 1999***, a Statute of the Province of Newfoundland and Labrador.

That Emergency is over and the above noted Municipality now wishes to declare the Emergency has ended.

The Council of the _____ of _____, (state the name of the Municipality) hereby declares that the Emergency is terminated in the _____ of _____ (give the location of the Emergency).

IN WITNESS WHEREOF the Council of the _____ has by resolution number _____ carried and declared this state of emergency.

Moved by Councillor _____

Seconded by Councillor _____

Dated this _____ day of _____, 20_____.

Name – please print_____
Position