

THE CORPORATION OF THE MUNICIPALITY OF GREENSTONE

BY-LAW 21-52

A By-law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act

WHEREAS under the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9 and Ontario Regulation 380/04 (the "Act") every municipality in the province is required to:

1. Develop and implement an emergency management program, which shall consist of:
 - an emergency plan;
 - 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;
 - public education on risks to public safety and on public preparedness for emergencies; and
 - any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
2. Designate an employee of the municipality or a member of the council as its emergency management program coordinator;
3. Establish an emergency management program committee;
4. Establish a municipal emergency control group;
5. Establish an emergency operations centre to be used by the municipal emergency control group in an emergency; and
6. Designate an employee of the municipality as its emergency information officer;

AND WHEREAS it is prudent that the emergency management program developed under the Act be in accordance with international best practices, including the five core components of emergency management; prevention, mitigation, preparedness, response and recovery;

AND WHEREAS the purpose of such a program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency and to promote economic stability and a disaster resilient community;

NOW THEREFORE the Council of the Corporation of the Municipality of Greenstone hereby enacts as follows:

1. Emergency Management Program

1.1 An Emergency Management Program for the municipality will be developed and reviewed annually by the Emergency Management Program Committee consistent with and in accordance with the Act and international best practices, including the four core components of emergency management, namely: mitigation/prevention, preparedness, response and recovery, and such program shall include:

- a. 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;

- b. public education on risks to public safety and on public preparedness for emergencies; and
- c. any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario.

1.2 The Emergency Management Program shall be consistent with the objectives of protecting public safety, public health, the environment, critical infrastructure and property, and to promote economic stability and a disaster-resilient community.

2. Emergency Response Plan

2.1 The Emergency Response Plan, which has been developed in accordance with the requirements of the Act and international best practices, and which is attached hereto as Schedule A is hereby adopted (the “Plan”).

2.2 The Plan shall be reviewed annually by the CEMC and the Emergency Management Program Committee. The CEMC is authorized to make such administrative changes to the Plan as appropriate to keep the Plan current, such as personnel, organizational and contact information updates. Any significant revision to the body of the Plan shall be presented to Council for approval.

2.3 When an emergency exists but has not yet been declared to exist, Municipal employees and the Municipal Emergency Control Group may take such action under the Plan as may be required to protect property and the health, safety and welfare of the inhabitants of the Town.

3. Emergency Management Program Coordinator (known as CEMC)

3.1 Allan Gordon is hereby appointed as the primary Emergency Management Program Coordinator known also known as the community emergency management coordinator (the “CEMC”) responsible for the emergency management program for the Town including maintenance of the Plan, training, exercises, public education and such other duties and responsibilities as outlined in the Act.

3.2 Dan Levesque is hereby appointed as alternate CEMC to act in place of the primary CEMC in his absence.

4. Emergency Management Program Committee

4.1 The mission of the Emergency Management Program Committee is to oversee the development, implementation and continuous improvement of the Municipality’s Emergency Management (EM) Program.

5. Meetings

5.1 The Committee shall hold a minimum of 3 (three) meetings per calendar year.

6. Composition

6.1 The persons holding the following positions in the municipality shall be members of the Emergency Management Program Committee:

Primary members

- Chief Administrative Officer (CAO)
- Head of Council (Mayor)
- Community Emergency Management Coordinator

- Emergency Information Officer
- Director of Protective and Planning Services
- Director of Community Services
- Director of Public Services
- Director of Fire Services
- Municipal Clerk
- Director of Corporate Services

Secondary members

- Deputy Mayor
- OPP Detachment Commander
- Operations Manager, Ontario Clean Water Agency
- Area Manager, Ministry of Natural Resources
- Representative from Geraldton District Hospital
- Public Health Nurse/Thunder Bay District Health Unit Representative
- Ambulance Supervisor
- Industry Representatives
- Utility Company Representatives (Hydro One; Union Gas)
- Field Officer (OFMEM)
- Ontario Clean Water Agency
- CN Rail

6.2 The CAO is hereby appointed as chair of the Emergency Management Program Committee.

6.3 The Emergency Management Program Committee shall advise Council on the development and implementation of the Municipality's Emergency Management Program and shall review the program annually.

7. Municipal Emergency Control Group

7.1 The persons shall be members of the Municipal Emergency Control Group (MECG):

8. Municipal Emergency Control Group (M.E.C.G)

8.1 The emergency response will be directed by members of the Municipal Emergency Control Group (M.E.C.G.). The M.E.C.G. is responsible for coordinating the provision of management, resources necessary to minimize the effects of an emergency on the community, and monitoring and control of the emergency response/and or possibilities. The members of the M.E.C.G. are:

- Mayor
- Chief Administrative Officer
- Community Emergency Management Coordinator
- Emergency Information Officer
- Director of Protective and Planning Services
- Director of Community Services
- Director of Public Services
- Director of Fire Services
- Municipal Clerk
- Director of Corporate Services

8.2 The M.E.C.G. will fill roles according to the functions of I.M.S, as noted below. The IMS functions will be filled based on the needs of the emergency. The Section

Chiefs may activate various functions under their Section as deemed necessary by the emergency. Not all functions will be activated for all emergencies.

- Emergency Operations Centre Commander
- Liaison Officer
- Emergency Information Officer
- Safety Officer
- Operations
- Planning
- Logistics
- Finance

8.3 Community Partners to provide assistance/technical information to MECG, as required

- OFMEM Sector Field Officer
- OPP Representative
- Paramedic /EMS Representative
- Social Services Representative
- Health Unit Representative
- Conservation Representative
- Others

9. Emergency Operations Centre

9.1 A primary and an alternate Emergency Operations Centre have been established for use by the Emergency Control Group in an emergency and with the appropriate technological and telecommunications systems to ensure effective communication in an emergency. The locations of the Emergency Operations Centres are identified in an annex to the Plan.

10. Emergency Information Officer

10.1 Haley Garvie is hereby appointed as the Emergency Information Officer for the Municipality to act as the primary media and public contact for the Municipality in an emergency. A sworn member of Ontario Provincial Police (OPP) will be appointed by the Greenstone OPP Detachment Commander to support the Emergency Information Officer.

11. Administration

11.1 The Plan shall be made available to the public for inspection and copying at the Administration Office, 1800 Main Street in Geraldton, during regular business hours.

11.2 The Plan, or any amendments to the Plan, shall be submitted to the Chief, Emergency Management Ontario identified in the Act.

11.3 THAT Council adopts the Emergency Management Program and Emergency Plan as per Schedule 'A' attached hereto and forming part of this by-law.


11.4 THAT By -Law 21-15, By-Law, By-Law 19-46 and By-Law 18-06 is hereby repealed.


11.5 THAT resolution 16-258 is hereby rescinded.

11.6 THAT this bylaw shall come into force and take effect upon the final passing hereof.

PASSED and **ENACTED** this 12th day of July 2021.




James McPherson, Deputy-Mayor


Gabrielle Lecuyer, Clerk

**MUNICIPALITY
OF
GREENSTONE**

**EMERGENCY
PLAN**

SCHEDULE "A" TO
BY-LAW NUMBER 21-52

James McPherson, Deputy-Mayor

July 12, 2021

Date

*The Corporation of the Municipality of Greenstone
Revised July 12, 2021*

GENERAL

The Municipality of Greenstone was created by the amalgamation of the Towns of Geraldton and Longlac, the Townships of Nakina and Beardmore and the hamlets of Jellicoe and Caramat and an expanse of rural area. The total land area of the Municipality of Greenstone encompasses 3,027 square kilometers or 1,169 sq. miles. The municipality has a 200 kilometer or 124 miles presence along a corridor formed by Highway 11. This highway corridor ties together the Greenstone communities and settlements of Orient Bay, MacDiarmid, Beardmore, Jellicoe, Geraldton and Longlac. Nakina is located 67 kilometers north of the Greenstone Administration Centre and is reached by Highway 584. Caramat is situated east of Longlac and 30 kilometers south of Highway 11 on Highway 625. The Administration Centre of the Municipality of Greenstone is located in Geraldton and is situated 5 kilometers north of the intersection of Michael Power Boulevard and Highway 11. The population of Greenstone is 4,800.

Geraldton is the site of a Ministry of Natural Resources Fire Base which operates at full capacity during the early spring and summer months. This operation is equipped with several CL 415's (water bombers) as well as a number of spotter and "bird dog" aircraft for the duration of the forest fire season. The MNR operates from the municipally owned airport, which is located 12 km north of the Administration Centre, on Highway 584. Police service is provided by the Ontario Provincial Police detachment in Geraldton. Municipal volunteer fire stations located in Geraldton, Longlac, Beardmore, Nakina, and Caramat provide fire protection and emergency response in Greenstone.

The most probable emergencies to occur are a prolonged power failure especially during cold weather, forest fire, dangerous goods spill, train derailment, aircraft crash, or a severe wind or winter storm. Greenstone's Geraldton Ward is designated as a Provincial Emergency Reception Centre and over the years has housed over 15,000 evacuated residents of First Nation and non-First Nation communities.

FOREWARD

Emergencies are defined as situations or the threat of impending situations abnormally affecting property and the health, safety and welfare of the community. Emergency situations by their nature or magnitude require a controlled and coordinated response by all emergency agencies. These

responses are distinct from the routine operations conducted by such agencies as Police, Fire, ambulance, Public Works departments and MNR.

This Emergency Plan was formulated under The Emergency Management and Civil Protections Act. The plan prescribes the procedures and manner in which municipal employees and other agencies will respond when the plan is activated. Each Airport within the boundaries of the Municipality is required to have its own Emergency Plan under Federal Regulations.

Under the Emergency Management and Civil Protections Act, "The Head of Council" may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law, to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area. The principal function of the Emergency Operations Control Group, if assembled, is to assist the Head of Council with saving life and property, mitigate the effects of the emergency and complete the recovery.

All members of Council, Emergency Operations Control Group, and members of responding agencies should read the Emergency Plan, know where their copy is kept and be familiar with their duties in the event of an emergency. All members of the Municipal Emergency Operations Control Group shall participate in an annual review of the Plan and complete the Review Verification Form.

In addition to this Emergency Plan, each responding agency shall have their own emergency operations procedures or plan, call-out and resource list.

Public portions of the Municipality of Greenstone's Emergency Plan can be viewed at the Administration Office in Geraldton and at each Ward office. The Plan can also be viewed electronically on the Municipal Website (www.greenstone.ca). Copies of the plan will be made available in an accessible format upon request.

Definition of Emergency

The Emergency Management and Civil Protection Act (EMCPA) defines an emergency as: *"An emergency means a situation or an impending situation caused by the forces of nature, an accident, an intentional act or otherwise that constitutes a danger of major proportions to life or property."*

PEACETIME EMERGENCY PLAN FOR THE COORDINATION OF SERVICES IN THE EVENT OF A REAL OR IMPENDING EMERGENCY

AIM

1. To establish a general plan of action for the controlled and coordinated response in the event of an emergency, or impending emergency, in order to preserve life, health, critical infrastructure and property.

COMPOSITION, RESPONSIBILITIES & POWERS OF THE MUNICIPAL EMERGENCY OPERATIONS CONTROL GROUP/COMMITTEE

2. All emergency operations shall be directed and controlled by the Municipal Emergency Operations Control Group who will assemble at the Emergency Operations Control Centre. The Emergency Operations Control Group shall be comprised of the following persons:

Mayor
Chief Administrative Officer
Community Emergency Management Coordinator
Emergency Information Officer
Director of Protective and Planning Services
Director of Community Services
Director of Public Services
Director of Fire Services
Municipal Clerk
Director of Corporate Services

The members listed above will also constitute the Emergency Planning Group for the Municipality of Greenstone.

The following individuals may be requested to participate in the Control Group in an advisory capacity:

Deputy Mayor
OPP Detachment Commander
Operations Manager, Ontario Clean Water Agency
Area Manager, Ministry of Natural Resources
Representative from Geraldton District Hospital
Public Health Nurse/Thunder Bay District Health Unit Representative
Ambulance Supervisor

Industry Representatives
Utility Company Representatives (Hydro One; Union Gas)
Field Officer (OFMEM)
Ontario Clean Water Agency
CN Rail

IMPLEMENTATION OF THE PLAN

3. Any member of the Emergency Operations Control Group, upon realizing the magnitude of an emergency or impending emergency warrants the plan's implementation, may recommend the implementation.

EMERGENCY ALERTING OF E.O.C. GROUP

4. The CAO will call out the Municipal Emergency Operations Control Group if warranted. In the event telephone service is out, the CAO will contact the E.O.C. Group by the most effective means. The call-out or standby notice will give explicit instructions regarding the response required by the Group. Instructions may include:

- (a) This is an emergency call-out. Please attend the Emergency Operations Control Centre at the Greenstone Administration Office, 1800 Main Street, Geraldton **or** (Please attend the Alternate Emergency Operations Control Centre located at _____.)

or

- (b) This is an emergency standby call only. Please remain by your telephone until further notice (etc.).

- The primary Emergency Operations Control Centre is the Greenstone Administration Office Building located at 1800 Main Street, Geraldton.
- The Alternate Emergency Operations Control Centre is the Geraldton Community Centre located at 200 Wardrope Avenue, Geraldton.

- Dependent on the nature of the emergency and/or its location, the Emergency Operations Control Group may designate a location in an affected Ward of the Municipality as the E.O.C. in order to facilitate local access and support.

5. **THE EMERGENCY OPERATIONS CONTROL GROUP SHALL:**

- (a) Appoint a site coordinator A.S.A.P.
- (b) Take such action such is necessary to minimize the effects of an emergency or disaster on the municipality or its inhabitants.
- (c) Direct, coordinate and supply administrative and logistic support to all municipal departments and volunteer organizations in controlling the emergency or disaster.
- (d) Establish an information protocol for issuance of accurate releases to the news media and for the issuance of authoritative instructions to the general public and post the process for obtaining information and updates on the Municipal website. Post all pertinent updates on the Greenstone Fire Department Facebook Page.
- (e) Take initiative on any action required which isn't covered in the emergency plan.
- (f) Share information on the emergency and important action taken by you and your agency with other members of the Emergency Operations Control Group via a written flip chart type of device and retain the pages for record purposes.
- (g) The responsibilities of the Emergency Operations Control Group and the described individual E.O.C. group members and responding agencies will vary depending on the type and magnitude of the event.
- (h) Ensure all personnel have been accounted for and advised of the termination of the emergency in order that no workers are left behind. Each agency should have a list of its personnel working during the emergency and use it as a "check-off list" at the termination of the emergency.

- (i) Each member of the Control Group shall individually maintain a log of all action taken. All logs are to be turned in to the CAO or designate at the end of the emergency.

7. THE HEAD OF COUNCIL SHALL:

- (a) Consult with members of the Emergency Operations Control Group and determine if a state of emergency should be declared.
- (b) Declare an emergency to exist if warranted. In the event the Head of Council cannot be contacted or unable to declare the Deputy Mayor will declare the emergency to exist if warranted.
- (c) Order an evacuation of people in potentially life-threatening situations from the danger zone in a formal emergency if warranted and recommended by the applicable experts in the Emergency Operations Control Group.
- (d) Ensure the Solicitor General of Ontario has been notified of the declaration of an emergency via Emergency Management Ontario. Complete and forward a formal declaration.
- (e) Approve news and public announcements.
- (f) Request assistance from neighbouring municipalities for evacuation and reception centres.
- (g) Update Council on emergency situation, as required.
- (h) If a declaration of emergency has been declared, make an official order that the “Emergency is Terminated” at the end of the situation.
- (i) Keep a log of all action taken.

8. THE CAO SHALL:

- (a) Serve as advisor to the Head of Council on administrative matters and provide for the safety of municipal records.

- (b) Carry out any necessary administration in connection with the emergency.
- (c) Take the lead in scrums with the purpose to surface dependencies between the Group and align their collaboration.
- (d) Maintain liaison with all supporting agencies, and communities as required.
- (e) Notify Ward Staff if a reception centre may be set up in that Ward.
 - (i) Notify the CAO/Clerk of a reception Town/City of any impending evacuation to that Town/City.
- (f) Maintain a log of all action taken.

9. DIRECTOR OF FIRE SERVICES SHALL:

- (a) Activate the Fire Department's Emergency Call-Out System, if required.
- (b) Coordinate firefighting operations.
- (c) Direct and/or assist rescue operations.
- (d) Activate the Fire Mutual Aid System, if required.
- (e) Liaise with the on-site District Fire Chief and other Greenstone District Fire Chiefs.
- (f) Arrange for disconnection of utilities which represent a hazard.
- (g) In the event of a dangerous goods spill:
 - i) Ensure the Ministry of the Environment and CANUTEC are contacted for any assistance required.
 - ii) Make available the application portion(s) of the book entitled "Dangerous Goods Guide To Initial Emergency Response" to the E.O.C. Group.

- (h) Advise the Operation Emergency Control Group when sustained damage to structures exceeds the safe limits.
- (i) Keep the E.O.C. Group updated on the emergency situation if Fire Department related.
- (j) Maintain a log of all action taken.

10. THE DIRECTOR OF PUBLIC SERVICES SHALL:

- (a) Activate the department's emergency alert system. Initiate call out/fan out procedures for all required department staff.
- (b) Inform Airport Manager of potential for assistance and/or activation of Emergency Plan.
- (c) Arrange for the procurement of special equipment e.g. heavy duty cranes, pumps, etc.
- (d) Provide assistance in cleanup operations and repair damage where there is a municipal responsibility.
- (e) Provide flashers and barricades.
- (f) Restore and obtain assistance in restoring essential services.
- (g) Act as a liaison with local and provincial utilities.
- (h) Maintain a log of all action taken.

11. THE COMMUNITY EMERGENCY MANAGEMENT COORDINATOR SHALL:

- (a) Advise Emergency Management Ontario, the Ministry of the Solicitor General, and the Provincial Emergency Operations Center of the emergency.

- (b) Advise designated Emergency Management Ontario Field Officer of the emergency.
- (c) Act as a resource person for equipment, advisors, volunteer, provincial and federal agencies.
- (d) Maintain up-to-date inventories of supplies and equipment for the Emergency Operations Control Centre, indicating supplier and location of all items for use in the Emergency Operations Control Centre.
- (e) Act as advisor to the Head of Council, if requested.
- (f) Conduct a debriefing session, following the termination of the emergency, with all members of the E.O.C. group and other persons as directed by the E.O.C. group, if necessary.
- (g) Coordinate or assist with one emergency exercise in the municipality each year.
- (h) Maintain a contact list of all members of the Emergency Control Group including individuals or agencies who have been identified as possible Advisory members. Facilitate the review, revision and distribution of this list to Control Group members as part of the Annual Emergency exercise.
- (i) Keep a log of all action taken.

12. THE DIRECTOR OF COMMUNITY SERVICES SHALL:

- (a) Activate the department's emergency alert system. Initiates call out/fan out process for required departmental staff if warranted.
- (b) Notify the Thunder Bay District Social Services Administration Board (DSSAB) and the Ministry of Community and Social Services if warranted.
- (c) Alert/call-out the following if needed:
 - i) Salvation Army

- ii) Canadian Red Cross
 - iii) Thunder Bay District Health Unit
 - iv) Geraldton District Hospital (Admin on call person)
- (d) According to the nature of the emergency, ensure the survival and well-being of people during and following an emergency by coordinating with the local social assistance agencies and volunteer groups, for:
- i) Emergency lodging to provide adequate temporary accommodation for the homeless or displaced;
 - ii) Emergency feeding to sustain those without food or adequate food preparation facilities, and in conjunction with the Salvation Army, if required;
 - iii) Emergency clothing to provide adequate protection from the elements;
 - iv) Emergency Assistance dispatching of Fire department or other personnel to complete checks on and offer assistance to vulnerable individuals (Seniors, individuals with mobility or medical needs, etc). Municipal list of residents registered for windrow ploughing is to be utilized for this process.
 - v) Individual and family services coordinate agencies or individuals to assist and counsel individuals and families in need and to provide special care to unattached children and vulnerable adults;
- (e) Assist the Red Cross, as requested, in the registration and enquiry services to reunite families and to collect information and answer queries concerning the safety and whereabouts of missing persons.
- (f) Maintain a log of all action taken.

13. THE DIRECTOR OF CORPORATE SERVICES SHALL:

- (a) Initiate the Department's call out/fan out process for required Departmental staff.
- (b) Coordinate any required IT resources and relocation of Municipal equipment if necessary.

14. THE EMERGENCY INFORMATION OFFICER SHALL:

- (a) Arrange for the dissemination of special information e.g. emergency responders to report to a location or go on standby for call-out as the case may be; citizens to refrain from using telephones so emergency communications will remain open; provide information on health hazards as prepared by the Medical Office of Health;
- (b) Schedule press conferences on a regular basis;
- (c) Arrange for media facilities and support near the E.O.C.;
- (d) Provide public relation support to the emergency site;
- (e) Gather information from emergency services and prepare releases for the approval of the Head of Council prior to all press conferences;
- (f) Maintain a log of all action taken.

15. THE MUNICIPAL CLERK SHALL:

- (a) Ensure the security of Municipal Records
- (b) Advise the MEOC on items relating to the Municipal Act
- (c) Act in the capacity of Scribe to the MEOC upon request
- (d) Post regular updates to the Municipal Website.
- (e) Maintain an up-to-date contact list for Municipal Contacts in neighbouring communities

16. EVACUATION PROCEDURES

If only a small part of a Greenstone community's population is ordered to evacuated, reception centres will be set up in the safe areas of the affected community.

In an evacuation whereby the residents of a Greenstone community are required to leave that community, reception centres will be set up in an unaffected community in Greenstone. Should further evacuation be required, the reception municipalities are listed below. Their selection will be dictated by the nature of the emergency and the safety of the evacuation routes:

WEST – NIPIGON (Primary) THUNDER BAY (Secondary)
EAST – HEARST (Primary) KAPUSKASING (Secondary)
SOUTH – MANITOUWADGE

- a) The evacuation routes out of Greenstone include:
 - i) West – Highway 11 to Nipigon (Thunder Bay)
 - ii) East – Highway 11 to Hearst (Kapusksing)
 - iii) South – From Caramat using logging roads via Stevens to Manitouwadge

- b) In the worst-case scenario:
 - i) Evacuation by aircraft from the Greenstone Regional Airport or/and the ER Ruddick Airport in Nakina may be necessary. In an isolated area, helicopters and/or float aircraft may be utilized.
 - ii) Evacuation by railway as a last resort could be used for residents from an area that becomes isolated and has rail access.

- c) On evacuation orders by the Head of Council or the District Manager, Ministry of Natural Resources in the case of a forest fire or flood, the Local Fire Department and the Ontario Provincial Police will alert the residents. Door to door checks will have to be made to ensure everyone has been notified.

- d) The Emergency Information Officer will use the media to assist in alerting residents, explaining the mode of travel and

evacuation route. A sample notice is attached and will be modified to cover the emergency.

- e) The Head of Council, time permitting, will give a brief interview to the media to verify for residents the authenticity of the evacuation order and to provide reassurance to residents.

17. POSSIBLE RECEPTIONS CENTRES:

BEARDMORE COMMUNITY COMPLEX	875-2291
BEARDMORE PUBLIC SCHOOL	875-2128
CARAMAT COMMUNITY CENTRE	872-2628
ECOLE NOTRE DAME DE FATIMA	876-1272
ECOLE SECONDAIRE CHATEAU JEUNESSE	876-1621
FRENCH CLUB – GERALDTON	854-1170
GERALDTON COMMUNITY CENTER	854-1102
GERALDTON COMPOSITE HIGH SCHOOL	854-0130
JELLCOE RECREATION CLUB	879-2591
LONGLAC COMMUNITY CENTRE	876-4232
MARJORIE MILLS PUBLIC SCHOOL	876-2366
NAKINA COMMUNITY CENTRE	329-5869
NAKINA PUBLIC SCHOOL	329-5356
ROYAL CANADIAN LEGION – GERALDTON	854-1072
ST. JOSEPH SEPARATE SCHOOL	854-0811
ST. THERESA'S PARSH HALL	854-8130

18. PUBLIC INFORMATION GUIDE: EVACUATION

If an evacuation is anticipated, the public will be warned by the Police and/or Fire.

On hearing a warning, residents are requested to turn on radio's or tv's to local stations and listen for announcements and/or instruction.

In the event of a power outage information will be posted on the Greenstone Fire Department Facebook Page and the Municipalities social media site.

When an evacuation becomes necessary and is ordered:

- Residents who do not have their own transportation will be asked to assemble at an announced location.
- Residents who are physically unable to move to these locations are requested to phone the broadcasted numbers and place a white cloth into the door of the residence facing the street or road.
- Pick-up will be arranged as soon as possible.
- Residents who have their own transportation are asked to await further instructions.
- Residents relying on emergency public transportation and/or public reception centres for accommodation are reminded that pets are not permitted in either of these facilities.
- For the safety and comfort of your family and protection of your property, the following is suggested in case of an evacuation:
 - (a) Secure home;
 - (b) Carry identification (driver's licence, birth certificate, medical alert, etc.);
 - (c) Carry sufficient money to meet contingencies;
 - (d) Take 1 blanket or sleeping bag per person;
 - (e) Take 1 air mattress per person, if available;
 - (f) Clothes, depending on the season, and a change of clothes;
 - (g) Raincoat, windbreaker or parka, depending on the season;
 - (h) Enough ready-to-eat food to last at least 12 hours;
 - (i) Thermos bottle of hot beverage;
 - (j) Flashlight with spare batteries;

- (k) Prescription drugs as required (carry prescription, if possible);
- (l) Soap, towel, personal toilet or hygiene articles;
- (m) Kleenex or similar tissue paper;
- (n) Book, magazine, game, etc.

Adults with small children should include items of special needs as required.

- (o) Infant formula in thermos bottle;
- (p) Disposable diapers;
- (q) Toys.

NOTES

1. If evacuation is by private vehicle and you have room in your vehicle, please stop at _____ for extra passenger(s);
2. If transportation is by emergency public transport (other than train):
 - a) Only 1 piece of luggage per person can be taken (label your luggage – it may be transported separately);
 - b) Carry valuables and documents in a handbag or on your person.
3. Residents will be asked to register at Registration Centre(s) in the reception community, so that inquiries by relatives and friends can be answered as quickly as possible.
4. An Emergency Public Information Service will be established in the reception community.

5. Arrangements will be made with the local stores and gasoline outlets to remain open during an evacuation as long as conditions permit.