



Corporation of the
TOWNSHIP OF DORION
170 Dorion Loop Road
DORION, ON
P0T 1K0
Telephone: (807)857-2289
Fax: (807)857-2203
Email: office@doriontownship.ca

THE CORPORATION OF THE TOWNSHIP OF DORION

EMERGENCY RESPONSE PLAN

*Updated
December 2018*

CONTENTS

GENERAL	3
FORWARD	4
1. AIM	5
2. COMPOSITION, RESPONSIBILITIES AND POWERS OF THE EMERGENCY CONTROL GROUP	6
3. IMPLEMENTATION OF THE PLAN	7
4. EMERGENCY ALERTING OF THE EMERGENCY CONTROL GROUP	8
5. NAMES AND TELEPHONE NUMBERS OF EMERGENCY CONTROL GROUP	9
6. THE EMERGENCY CONTROL GROUP SHALL:	10
7. THE REEVE SHALL:	11
8. THE CLERK/TREASURER SHALL:	12
9. THE SCRIBE SHALL:	13
10. THE OPP DETACHMENT COMMANDER SHALL:	14
11. THE FIRE CHIEF SHALL:	15
12. THE AMBULANCE SERVICE SHALL:	16
13. THE PUBLIC WORKS SUPERVISOR SHALL:	17
14. THE EMERGENCY RESPONSE PLANNING OFFICER – THUNDER BAY AREA EMERGENCY MEASURES ORGANIZATION / CEMC SHALL:	18
15. THE MEDICAL OFFICER OF HEALTH SHALL:	19
16. DISTRICT MANAGER – MINISTRY OF COMMUNITY AND SOCIAL SERVICES SHALL:	20
17. MINISTRY OF NATURAL RESOURCES & FORESTRY DISTRICT MANAGER SHALL:	21
18. THE BOARD OF EDUCATION SHALL:	22
19. THE EMERGENCY INFORMATION OFFICER SHALL:	23
20. ST. JOHN AMBULANCE CORPS SUPERINTENDENT SHALL:	24
21. THE RED CROSS SHALL:	25
22. THE SALVATION ARMY SHALL:	26
23. THE GENERAL MANAGER – LAKEHEAD REGION CONSERVATION AUTHORITY, in the event of a flood shall:	27
24. EVACUATION PROCEDURES	28
25. RECEPTION CENTRES	29
26. PUBLIC INFORMATION GUIDE: EVACUATION	30
27. PUBLIC INFORMATION GUIDE: DANGEROUS GASES	31
28. PUBLIC INFORMATION GUIDE: TORNADO	32
APPENDIX “A” -EMERGENCY COMMUNICATIONS PLAN	33
APPENDIX “B” - DORION – HIRA	34
APPENDIX “C” – PANDEMIC INFLUENZA PLAN	35
APPENDIX “D” – DORION PLAN HOLDERS	36
APPENDIX “E” – DORION – AMENDMENTS	37

CONFIDENTIAL – NOT FOR PUBLIC RELEASE

SUPPLEMENTAL DOCUMENT #1 – DORION – CRITICAL INFRASTRUCTURE	38
SUPPLEMENTAL DOCUMENT #2 – EMERGENCY TELEPHONE NUMBERS	39
SUPPLEMENTAL DOCUMENT #3 – DORION – RESOURCE LIST	41
SUPPLEMENTAL DOCUMENT #4 – DECLARATION OF EMERGENCY	43
SUPPLEMENTAL DOCUMENT #5 – TERMINATION OF EMERGENCY	45



GENERAL

The Municipality of Dorion is comprised of the Township of Dorion and a portion of the Township of Sterling and has an area of approximately 212 sq. km. Dorion's population is approximately 340. It is situated approximately 64 km northeast of the City of Thunder Bay. Its eastern boundary is Black Bay on Lake Superior.

TransCanada Highway 11 & 17, the main east/west CPR rail line and a decommissioned CNR branch rail line traverse the Municipality.

Dorion has a volunteer Fire Service and is policed by the Nipigon O.P.P. Detachment. It has enhanced 911 service.

The most probable emergencies to affect the Municipality are listed in the HIRA (Hazard Identification and Risk Analysis) which is attached as Supporting Document "C".

The LRCA (Lakehead Region Conservation Authority) is the lead agency in a flood. A copy of its Emergency Flood Plan is to be kept in the Emergency Operations Centre and is to be utilized in any flood or impending flood.

Telephone numbers and other personal information are confidential and found in SUPPLEMENTAL DOCUMENTS which are not a public document. Dorion Municipal staff is permitted to update the numbers on a regular basis without requiring formal amendment to the by-law adopting this plan.

FORWARD

Emergencies are defined as situations or the threat of impending situations abnormally affecting the health, safety, welfare or property of the community, which by their nature or magnitude require a controlled and coordinated response by all agencies. These are distinct from routine operations carried out by municipal agencies, e.g. fire, police, or roads departments, etc.

The *Emergency Management and Civil Protection Act* is the authority for the by-law formulating this emergency response plan. This plan prescribes procedures for and the manner in which municipal employees and other persons will respond to an emergency.

The *Emergency Management and Civil Protection Act* states “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/she considers necessary and are not contrary to the law to implement and the Emergency Response Plan of the municipality and to protect the property and the health, safety and welfare of the inhabitants of the emergency area”. Accordingly, it is clear that the principal function of the Emergency Control Group, if assembled, is to assist the Head of Council in making and placing in effect any decisions and orders that are made to control and mitigate the effects of an emergency.

All members of Council, Emergency Control Group, and members of responding agencies should read the plan, know where their copy is kept and be familiar with their duties in the event of an emergency.

In addition to the Emergency Response Plan, each responding department/agency will also have its own Emergency Response Plan or standard operating procedures, call-out and resource list.

Emergency Management Program Committee:

The Emergency Management Program Committee is comprised of the Reeve, Clerk/Treasurer, Community Emergency Management Coordinator (C.E.M.C.), and the Fire Chief. This group will approve the Emergency Response Plan’s content and review the municipal emergency management program annually.

1. AIM

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

2. COMPOSITION, RESPONSIBILITIES AND POWERS OF THE EMERGENCY CONTROL GROUP (E.C.G.)

All emergency operations shall be directed and controlled by the Emergency Control Group (E.C.G.) who will assemble at the Emergency Operations Centre (E.O.C.). The Emergency Control Group shall be comprised of the following persons:

GROUP 'A'

Reeve
Clerk
Fire Chief
Community Emergency Management Coordinator (C.E.M.C)
Public Works Supervisor

GROUP 'B' – Support Group

Advisory Agencies;

In the case of a forest fire, flood or drought:

District Manager Ministry of Natural Resources

In the case of a flood:

Manager – Lakehead Region Conservation Authority

OPP Detachment Commander
Ambulance Service Supervisor
Emergency Planning Officer, Thunder Bay Area
District Manager Ministry of Community and Social Services
Medical Officer of Health

Note: All members of the E.C.G. must be notified when the plan is activated. Not all of the ECG members have to be present for the E.C.G. to function. Additional personnel may be required (scribes, a dangerous goods expert, a person from OPG (Ontario Power Generation), etc.

3. IMPLEMENTATION OF PLAN

It is the responsibility of the first responding municipal agency at the scene of an emergency to assess the situation and to recommend whether this plan should be implemented. If the size or seriousness of the emergency appears beyond the capability or responsibilities of that agency, the plan shall be put into effect. Any member of the E.C.G. (Emergency Control Group), upon realizing that the magnitude of an emergency or impending emergency warrants the plan's implementation, may do so. Once the emergency exists, municipal employees may take such action(s) under this Emergency Response Plan as required to protect lives and property of the community even though an emergency has not been declared under the Act.

4. EMERGENCY ALERTING THE ECG

On receipt of instructions from a member of the E.C.G., the ONTARIO PROVINCIAL POLICE will call out the Emergency Control Group. All members of the E.C.G. will be called or their alternates if the E.C.G. member cannot be contacted. In the event telephone service is out, the police will contact the E.C.G. by the most effective means. Whichever member of the group gives the call-out instruction will decide if this is to be a call-out or standby. Ensure the instructions are explicit. Instructions will include:

A) This is an emergency call-out. Please attend the Emergency Operations Centre at

OR

B) This is an emergency standby call only. Please remain by your telephone until further notice (etc.) The standby call may also be made by one of the E.C.G members who could supply more information.

- . The primary E.O.C. (Emergency Operations Centre) is the Centennial Fire Hall Building, 180 Dorion Loop Road (857-1037)
- . The second Alternate E.O.C. is the Nipigon Fire Hall.

5. NAMES AND TELEPHONE NUMBERS OF EMERGENCY CONTROL GROUP

See "SUPPLEMENTAL DOCUMENT #2".

6. THE EMERGENCY CONTROL GROUP SHALL:

A.	Appoint a Site Manager.
B.	Take such action as is necessary to minimize the effects of an emergency or disaster on the municipality or its inhabitants.
C.	Direct, co-ordinate and supply administrative and logistic support to all municipal departments and volunteer organizations in controlling the emergency or disaster.
D.	Be prepared to authorize the expenditure of municipal funds which are required for the preservation of life and health.
E.	Establish an information center for issuance of accurate releases to the news media and for issuance of authoritative instructions to the general public.
F.	Take initiative on any action required which isn't covered in the Emergency Response Plan.
G.	Share information on the emergency and important action taken by you and your agency with other members of the E.C.G via a written flip chart type of device and retain the pages for record purposes.
H.	The responsibilities of the E.C.G and theses described for individual E.C.G members and responding agencies will vary depending on the type and magnitude of the event.
I.	Be aware that communications usually are the first thing to break down in an emergency. Ensure the E.C.G communicate well within the group, to/from their department/agency, use maps when applicable or any other means to assist in sharing of information.
J.	Members of the E.C.G will gather at regular intervals of <u>business cycles</u> to inform each other of actions taken and problems encountered. Frequency of meetings and agenda items will be established by the Clerk-Treasurer in consultation with the Reeve and C.E.M.C. Meetings will be kept as brief as possible to allow members to carry out their individual responsibilities.
K.	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.
L.	Individually maintain a log of all action taken.

7. THE REEVE SHALL:

A.	Consult with members of the E.C.G (Emergency Control Group) and decide if a state of emergency should be declared.
B.	Declare an emergency under the Emergency Manager Act, if warranted.
C.	Order an evacuation of people in the danger zone from a potentially life-threatening/health situation, if warranted and in consultation with applicable experts in the E.C.G
D.	Appoint an Emergency Information Officer if it is to be other than the Clerk/Treasurer.
E.	Ensure Emergency Management Ontario has been notified by fax of the declaration of an “Emergency” via the Provincial Emergency Operations Centre.
F.	Approve news and public announcements.
G.	Request assistance from neighbouring municipalities for evacuation and reception centres, if applicable.
H.	Update Council on the emergency as required.
I.	If an “Emergency has been declared, terminate the “emergency” at the end of the situation and ensure PEOC (Provincial Emergency Operations Centre) is notified by fax.
J.	Assist the Clerk-Treasurer with the application for Municipal Disaster Recovery Assistance funding.
K.	Keep a log of all actions taken.

Note: Under the *Emergency Management & Civil Protection Act*, in the municipality, only the “Head of Council” may declare an emergency. Normally the “Head of Council” declares the emergency terminated; however, under the Act, the municipal council or the Premier of Ontario may declare the termination of an emergency.

8. THE CLERK TREASURER SHALL:

A.	Serve as an advisor to the Head of Council on administrative matters and provide for the safety of municipal records
B.	Ensure that all members of the E.C.G (Emergency Control Group) have been called out
C.	Carry out any necessary administration in connection with the emergency
D.	Act as the Emergency Information Officer and arrange for the establishment of a public information service to provide specific information to people who may be affected by the emergency
E.	Conduct CEMC duties if the Emergency Response Planning Officer is unavailable.
F.	Maintain liaison with all supporting agencies, as required
G.	Arrange for welfare centres, in the municipality, to provide immediate welfare services until social service agencies arrive
H.	Arrange for the assistance from volunteers to assist the Ministry of Community and Social Services to carry out the welfare function
I.	Notify the City Manager of Thunder Bay of an impending evacuation or of actual evacuation orders as soon as possible if residents will be evacuated to Thunder Bay
J.	Have and maintain an up-to-date inventory of supplies and equipment required for the Emergency Operations Centre with one copy on the E.O.C. and ensure the supplies and equipment are always in the E.O.C
K.	Conduct "business cycles" in the E.O.C. (Emergency Operations Centre) – refer to "ECG Duties
L.	Apply for any Municipal Disaster Recover Assistance funding which may be available following the termination of a declared emergency
M.	Maintain a log of all action taken
N.	Update the local names, telephone numbers, etc. Electronically for this plan. Ensure hard copies are distributed to local plan holders

9. THE SCRIBE SHALL:

A.	Ensure all important decisions made and actions taken by the Emergency Control Group are recorded.
B.	Ensure that maps and status boards are kept up to date.
C.	Provide a process for registering Emergency Control Group members and maintaining a Emergency Control Group member list.
D.	Notify the required support and advisory staff of the emergency, and the location of the Emergency Operations Centre.
E.	Initiate the opening, operation and staffing of telecommunications at the community offices, as the situation dictates, and ensuring operators are informed of the Emergency Control Group members' telephone numbers in the Emergency Operations Centre.
F.	Arrange for printing of material, as required.
G.	Coordinate the provision of clerical staff to assist in the Emergency Operations Centre, as required.

10. THE O.P.P. DETACHMENT COMMANDER SHALL:

A.	Activate the department's emergency alert system
B.	Call out the E.C.G (Emergency Control Group).
C.	If appropriate, appoint an on-site Police Co-ordinator
D.	If warranted, set up an on-site command post, either in existing facilities or in a mobile command post
E.	Seal off the emergency area in the event such action is necessary
F.	Control traffic to facilitate the movement of emergency and evacuation vehicles
G.	Assist in the evacuation of buildings and areas authorized by the Head of Council
H.	Provide security and prevent looting in emergency or evacuation areas and reception centres
I.	Arrange for additional police assistance, if required
J.	Advise the Coroner in the event of fatalities and perform whatever additional responsibilities may be necessary under the Coroners Act and other statutes
K.	Keep the E.C.G (Emergency Control Group) appraised of the emergency situation
L.	Maintain a log of all actions taken

11. THE FIRE CHIEF SHALL:

A.	Activate the Fire Service's Emergency Call-Out System
B.	Conduct firefighting operations
C.	Direct and/or assist rescue operations
D.	Activate the Fire Mutual Aid System, if required
E.	Appoint an On-Site Fire Co-ordinator
F.	<p>In the event of a dangerous goods spill,</p> <ul style="list-style-type: none">• Ensure the Ministry of Environment and CANUTEC are contact for any assistance required.• Make available to the E.C.G the applicable portion(s) of the Book entitled "North American Emergency Response Guidebook"
G.	Should a CBRN or HUSAT team be required. Ensure the "Head of Council" has declare an emergency and then call for the Applicable team via the Provincial Emergency Operations Centre
H.	Should a CBRN or HUSAR team ever be required, request for the applicable team via the Provincial Operations Centre and Zone Mutual Aid Fire Coordinator.
I.	Keep the E.C.G updated on the emergency situation if the Fire Services is involved
J.	Maintain a log of all actions taken

12. THE AMBULANCE SERVICE SHALL:

A.	Activate the department's emergency alert system and Emergency Response Plan.
B.	Assume responsibility for triage and evacuation of casualties from the emergency site
C.	Assume responsibility for additional resources of ambulances, personnel, and communications equipment via Central Ambulance Communications Centre in Thunder Bay: * using ambulance radio frequencies OR by calling 911 for ambulance dispatch
D.	Provide and co-ordinate all transport requirements for the movement of casualties.
E.	Keep the Medical Officer of Health informed at regular intervals of all ambulance service activities and also the E.C.G if the Medical Officer of Health is not in the E.O.C.
F.	Maintain a log of all actions taken.

13. THE PUBLIC WORKS SUPERVISOR SHALL:

A.	Activate the department's emergency alert system.
B.	Provide municipal equipment and personnel, as necessary.
C.	Arrange on a local basis for the procurement of special equipment e.g. heavy duty cranes, pumps etc.
D.	Liaise with the Ministry of Transportation Officials and obtain necessary resources from them when warranted.
E.	Arrange for disconnection of utilities which represent a hazard and keep a list of local suppliers and location of equipment in the case of an emergency.
F.	Advise the Emergency Control Group when sustained damage to structures exceed safe limits.
G.	Provide assistance in cleanup operations and repair damages where there is a municipal responsibility.
H.	Provide flashers and barricades.
I.	Provide assistance in search and rescue of trapped and injured people.
J.	Restore and obtain assistance in restoring essential services.
K.	Act as liaison with local and provincial utilities.
L.	Maintain a log of all actions taken.

**14. THE EMERGENCY RESPONSE PLANNING OFFICER - THUNDER BAY AREA
EMERGENCY MEASURES ORGANIZATION / CEMC SHALL:**

A.	Advise Emergency Management Ontario of any declared "Emergency in the Provincial Emergency Operations Centre via fax and liaise with Emergency management Ontario during the emergency (Notify Community Officer as soon as possible).
B.	Contact the Lakehead Amateur Radio Club and arrange for the Club to either be on standby or to have members attend and assist in communication functions if communications may be a problem
C.	Act as a resource person for equipment, advisors, volunteer, provincial and federal agencies.
D.	Act as advisor to the Reeve.
E.	Notify the Provincial Emergency Operations Centre via fax at the termination of a declared emergency.
F.	Conduct debriefing session, following the termination of the emergency, with all members of the E.C.G and other persons as directed by the E.C.G
G.	Coordinate or assist with an emergency exercise in the municipality each year.
H.	Maintain a log of all actions taken.

15. THE MEDICAL OFFICER OF HEALTH SHALL:

A.	Activate the Health Unit's emergency alert systems;
B.	Coordinate all community health and medical services that may be required and liaise with other essential services;
C.	Provide and disseminate public information on any health hazards;
D.	Provide advice on public health matters to the Head of Council;
E.	Provide for mass immunization, if required.
F.	Oversee water quality and advise on an alternate supply of potable water, if required.
G.	Provide advice to the Head of Council on the evacuation of buildings and area for health reasons;
H.	Notify other agencies and senior levels of government about health related matters;
I.	Maintain a log of all action taken.

16. THE GENERAL MANAGER – TBDSSAB SHALL

A.	Activate the department's emergency alert system;
B.	Alert/call-out the following, as necessary; <ul style="list-style-type: none">i. Salvation Armyii. Canadian Red Crossiii. St. John Ambulance
C.	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 welfare agency and volunteer groups, for: <ul style="list-style-type: none">i. Emergency clothing to provide adequate protection from the elements;ii. Emergency lodging to provide adequate temporary accommodation for the homeless;iii. Emergency feeding to sustain those without food or adequate food preparation facilities, and in conjunction with the Salvation Armyiv. Individual and family services to assist and counsel individuals and families in need and to provide special care to unattached children and dependent adults.
D.	Assist the Red Cross in the registration and inquiry services to reunite families and to collect information and answer queries concerning the safety and whereabouts of missing persons;
E.	Maintain a log of all action taken

17. MNR DISTRICT MANAGER SHALL

A.	Issue the preliminary alert in a forest fire, flood or drought situation to municipal officials;
B.	Provide forest fire fighting or flood control as per Ministry policy;
C.	Recommend evacuation, if warranted;
D.	Determine the evacuation routes in conjunction with municipal officials and the Ontario Provincial Police;
E.	On completion of the fire or flood emergency, will authorize the return of the residents if they have been ordered evacuated by the Province;
F.	Maintain a log of all actions.

18. THE BOARD OF EDUCATION SHALL

A.	Activate the Board's Emergency Response Plan;
B.	Provide control over school population and protection of school property;
C.	Hold student population in schools until instructed otherwise by the E.C.G (Emergency Control Group) unless students are in imminent danger;
D.	Make available designated schools for the reception of evacuees;
E.	Ensure the Board and all its schools have a coordinated and up-to-date Emergency Response Plan which includes provisions for obtaining transportation for evacuating all school students at any given time;
F.	Maintain a log of all actions.

19. 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 Officer of Health;
B.	Schedule press conferences on a regular basis;
C.	Arrange for media facilities and support near the E.O.C. (Emergency Operations Centre);
D.	Appoint a Citizen Inquiry Officer and telephone for a Citizen Inquiry Hot Line.
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 actions.

20. ST. JOHN'S AMBULANCE CORPS SUPERINTENDENT SHALL

A.	Activate the agency's emergency alert system;
B.	Provide first aid;
C.	Establish first aid posts as required and in all designated reception centres;
D.	Assist Local ambulance authorities or Central Ambulance Communication Centre by providing ambulance service as lead time and resources permit;
E.	Assist Red Cross and Social Services agencies in operating the reception centres;
F.	Maintain a log of all actions.

21. THE RED CROSS SHALL:

A.	Activate the Society's emergency alert system;
B.	Take the lead role with registration and inquiry at reception and evacuation centres;
C.	Operate an inquiry bureau;
D.	Support emergency or disaster operations;
E.	Assist St. John Ambulance at first aid posts established at reception centres, if required;
F.	Assist with other Social Service activities as requested;
G.	Maintain a log of all actions.

22. THE SALVATION ARMY SHALL:

A.	Notify its Community Relations and Development Director and activate its emergency alert system;
B.	Operate in cooperation with the Ministry of Community and Social Services;
C.	Direct and coordinate the emergency feeding requirements for workers at the site and for victims located in the reception centres;
D.	Assist Social Services and the local Welfare Service in providing bedding and clothing;
E.	Assist Red Cross and Social Services agencies in operating the reception centres;
F.	Keep the E.C.G (Emergency Control Group) apprised of the emergency situation;
G.	Maintain a log of all actions.

23. THE GENERAL MANAGER – LAKEHEAD REGION CONSERVATION AUTHORITY, IN THE EVENT OF A FLOOD SITUATION SHALL:

A.	Activate the Authority's Flood Warning Plan;
B.	Issue a preliminary flood "Advisory" in a potential flood situation to municipal officials and to the media.
C.	Issue a flood "Warning" in a flood situation to municipal officials and to the media.;
D.	Advise municipal officials when alerted of a dam breach or a potential failure.
E.	Provide technical flood data.
F.	In the event of the declaration of a local emergency and after depletion of municipal resources, and at the request of the Mayor, recommend to the Ministry of Natural Resources that a Provincial Flood Emergency be declared.
G.	Cancel flood Advisory/Warning as the situation warrants.
H.	Maintain a log of all actions

24. EVACUATION PROCEDURES

A.	<p>In the event that only a small portion of Dorion is ordered evacuated, reception centres will be set up in the safe areas of the affected community. In an evacuation whereby the residents of the Township are required to leave Dorion, the reception municipalities are listed below. Their selection will be dictated by the nature of the emergency and the safety of the evacuation routes:</p> <p>THUNDER BAY – Primary RED ROCK – secondary GERALDTON – alternate</p> <p>The evacuation routes are:</p> <ul style="list-style-type: none">• Highway 11 & 17 to Thunder Bay – primary• Highway 11 & 17 to Red Rock - secondary• Mill Road to Geraldton – alternate• CP Rail line (if highways are blocked east and west – Alternate)
B.	<p>On evacuation orders by the Reeve or the District Manager, Ministry of Natural Resources, in the case of a forest fire or flood, the Nipigon OPP, assisted by the Dorion Fire Services will alert the residents by attending door to door.</p>
C.	<p>The Clerk -Treasurer or Emergency Information Officer, if designated by the Head of Council, will use the electronic media to assist in alerting residents, explaining the mode of travel and evacuation route. A sample notice is attached as pages, 28, 29, and 30 will be modified to meet the current situation.</p>
D.	<p>The Reeve, time permitting, will give a brief interview to the electronic media to verify for residents the authenticity of the evacuation order and to provide reassurance to residents.</p>

Evacuation Notes

1. If evacuation is by private vehicle and you have room in your vehicle, please stop for extra passenger(s) at _____
2. If transportation is by emergency public transport (other than train):
 - a) only 1 piece of luggage per person can be taken (identify 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.

25. RECEPTION CENTRES & PHONE NUMBERS

A.	<p>DORION FIRE HALL 857-1037</p> <p>DORION PUBLIC SCHOOL 857-2313</p>
B.	<p>IF THUNDER BAY WERE NEEDED AS A RECEPTION CENTRE: <u>POSITION NAME BUSINESS RESIDENCE</u> Mayor Bill Mauro 625-3600 (Cell/Residence #'s in Supp.Doc.# 3) City Manager Norm Gale 625-2224 Emergency # Police Communications 684-1524 or 684-1523</p>
C.	<p>IF RED ROCK WERE NEEDED AS A RECEPTION CENTRE: <u>POSITION NAME BUSINESS RESIDENCE</u> Reeve Gary Nelson 886-2245 (Cell/Residence #'s in Supp.Doc.# 3) CAO Nancy Gladun 886-2245 (Cell/Residence #'s in Supp.Doc.# 3) Non-Emergency # OPP 1-888-310-1122 – Emergency – Dial 9-1-1</p>

26. PUBLIC INFORMATION GUIDE: EVACUATION

If the evacuation is anticipated, the public will be warned by the Emergency Information Officer.

On hearing a warning, residents are requested to turn on radios or televisions to local stations and listen for announcements and/or instructions.

When evacuation becomes necessary and is ordered:

Residents who do not have their own transportation will be asked to assemble at

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 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 the case of an evacuation:

- a) Secure home;
- b) Carry identification (driver's license, 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 season, and change of clothes;
- g) Raincoat, windbreaker or parka, depending on 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.

27. PUBLIC INFORMATION GUIDE: DANGEROUS GASES

IF AN EMERGENCY IS CALLED:

- a) Turn on radio for instructions.
- b) Evacuation areas will be decided by wind direction.
- c) Each School, Institution, Factory, Office, and Household is responsible for its own evacuation plan.

DO NOT:

- d) PANIC.
- e) Attempt to locate pets before leaving.
Attempt to travel to school or place of employment to locate family. The Board of Education will ensure students are out of the danger area.

IF UNABLE TO ESCAPE OR ARE TRAPPED:

- f) Go inside.
- g) Tightly close all doors, windows, and exterior openings.
- h) Turn off forced air heating or ventilation systems.
- i) Stay in upper portion of building. If necessary, seal yourself in one room and seal all windows and doors with wet clothes.
- j) Do not go into the basement.
- k) Move quickly but do not run if moving through gas.
- l) Soak cloth in water and breathe through it if breathing becomes difficult.
- m) DO NOT PANIC AND RUN OUTSIDE.

IN YOUR CAR:

- n) Close all windows.
- o) Shut off Ventilation.
- p) Continue driving away from the area and do not drive through the gas cloud or your car engine will stall.

WHILE WALKING:

- q) Go to nearest building or car and follow the above instructions.
- r) If in open area and in the path of the cloud, move quickly to high ground at right angles to the wind direction.

28. PUBLIC INFORMATION GUIDE: TORNADO

(A)	WEATHER WATCHES AND WARNINGS Environment Canada issues weather watches and warnings when anticipated weather poses a threat to public safety. This information is relayed to the public by radio and television. A severe weather watch is issued up to six hours in advance to alert the general public that, for a specified portion of Ontario, there is a high potential for dangerous thunderstorm weather, which may be accompanied by a tornado. A severe weather warning issued to alert the public that severe thunderstorms or tornadoes are imminent in the warning area -- ie, a severe thunderstorm is in progress or expected to occur within two hours.
(B)	TORNADO SAFETY HINTS A personal tornado awareness program should include: <ul style="list-style-type: none">▪ being aware of the weather, knowing the radio or television stations which broadcast up-to-the-minute weather information▪ knowing the name by which Environment Canada refers to your forecast region when they issue weather watches and warnings▪ reviewing your plans of action
(C)	WHEN A TORNADO THREATENS <ol style="list-style-type: none">1. Stay away from your windows, doors and outside walls. Protect your head.2. For maximum safety, go down to the basement or seek shelter under a stairway or sturdy table, or in a closet.3. Try to reach the centre of the house or the side away from the storm.4. Avoid buildings with large areas of unsupported roof, including arenas, barns or supermarkets, If caught in such a building, seek out the lowest floor, an inside hallway or small interior windowless room, or get under something sturdy.5. If caught in the open, try to determine the tornado's direction of travel and move at right angles to it. If you cannot avoid the storm, find a ditch, ravine or other depression and lie flat. Do not remain in your car. Many people have been killed trying to ride out a tornado in their car.6. If no shelter can be found, hang on to the base of a small tree or shrub.7. Remember that damaged and weakened structures, fallen debris, downed hydro wires and gas leaks are potential dangers after a storm has passed.

APPENDIX “A” – EMERGENCY COMMUNICATIONS PLAN

(A)	Timely and accurate information is of utmost importance during an emergency. Sharing of information is critical for a coordinated response. Each department and position/person listed in the Emergency Response Plan must know their role in the Emergency Response Plan and their role in their everyday duties. This includes how they communicate on a regular basis and how they communicate when the normal lines of communication are out of service
(B)	Upon implementation of the Emergency Response Plan, ensure the following is carried out to facilitate communication and an effective response:

EMERGENCY CONTROL GROUP:

i.	Share information verbally and by flipchart with other EMERGENCY CONTROL GROUP members.
ii.	Initiate and ensure two-way communication with your department.
iii.	Create timely, accurate and appropriate information for the public for dissemination by the Public Information Co-ordinator. (Approved and signed by the “Head of Council”).
iv.	Prepare public education bulletins for the public concerning health, safety or security as needed for distribution to the public by the Public Information Co-ordinator via the media, handout, etc.
v.	If reception centres are set up, provide above information via maps, hard copies and by EMERGENCY CONTROL GROUP members in person.
vi.	Time permitting, the “Head of Council” should give live media coverage initially or at a public meeting to give authority for the emergency. (The public will be better able to believe the situation as there is often denial.)
vii.	Liaise with mutual aid, corresponding municipal, provincial, federal and industrial counterparts.
viii.	When official requests are made for provincial or federal help, communicate by the most secure and effective means via the Provincial Emergency Operations Centre (PEOC). Otherwise there could be a breakdown of communications and unneeded costs to the municipality.
ix.	Ensure the Public Information Officer is in place and appointed as needed. Communications Officer, Citizen Inquiry Officer and a Site Media Officer. Make sure all the resources they need are available and that their duties are being carried out in a timely and accurate manner.

APPENDIX “B” – DORION - HIRA

A HIRA (Hazard Identification and Risk Analysis) was conducted for Dorion. The most serious are listed below and are scored both for probability of occurrence and potential consequence. The number on the left is the probability and the number on the right is the potential consequence. The study did not include only Dorion, but took into account emergencies in similar Municipalities in the District of Thunder Bay.

Scoring

Probability of Occurrence

Consequence

1 – No incidents in the last 15 years

1 – Negligible

2 – Last incident 5 – 15 years ago

2 – Limited

3 – One incident in the last 5 years

3 – Substantial

4 – Multiple incidents in the last 5 years

4 – High

3/4 Forest Fire: Both the risk and consequences are high and the most probable cause of a large Municipal evacuation. Evacuation can be caused by smoke from a forest fire. Forest fires have caused a partial (Phase I) evacuation from Terrace Bay (twice), Schreiber, Pays Plat and a complete evacuation (Phase II) from Beardmore and Caramat.

4/3 Dangerous Goods Spills (road, rail, or site): Nearly every dangerous goods listed in the Emergency Response Guidebook is transported through the Municipality on the TransCanada Highway and on the main CPR rail line. Some of these products listed in the Dangerous Goods Act require an evacuation or in-place protection of several kms. Currently there aren't any hazmat teams locally so the Municipality may have to wait many hours for expert assistance to arrive.

2/4 Extended Power Outage during the Winter: This is a very real concern. It would be difficult to look after every resident who doesn't have a source of heat which isn't dependent on electricity. Public education and encouraging family Emergency Response Plans can greatly mitigate this problem.

2/3 Severe Snow Storm: Residents could be at risk of being unable to obtain medical needs and possibly food and fuel. Police, fire and ambulance could be prevented from attending emergencies. Many roads could be closed or impassable.

2/3 Transportation Accident: (school bus, bus, train, aircraft): Aircraft crash – could be remote which would slow response. Train – could be a passenger train due to CN re-routing due to their main line being closed. School bus – likely local children. All of the above – could be multi-casualties/deaths.

2/3 Severe Windstorms/Tornado (usually accompanied by a thunder/lightening storm): During the late 1980's such a storm with wind sheer caused a major blow down of nearly all trees in an area approximately a quarter of a km. wide from near the Black Sturgeon River east to nearly the Pic River, a few km. north of Hwy. 17. All large trees were either broken off or uprooted. We have all seen areas of blow down in the woods. This type of severe storm can cause major damage to any homes, businesses and power/telephone lines in its path. Such a loss of communications causes its own concerns.

1/4 Influenza (or other) Pandemic: Our Medical Officer of Health has told us it is a matter of when, not if, the next worldwide influenza pandemic occurs. According to history we are overdue for a worldwide influenza pandemic. The last major one was in 1918 and some 20,000,000 people worldwide died from flu and related symptoms. With global travel, spread today would be quicker. The 2003 SARS alert reinforced this. Emergency Response Planners from the various medical/emergency department met regularly on SARS during the 2003 outbreak. There are plans underway for both the Thunder Bay District Health Unit and the Thunder Bay area EMO to develop a District Emergency Response Plan for this risk. The plan will include having the Municipality being able to function with only 50% of staff.

1/3 Natural Gas Explosion/Fire: The TransCanada natural gas pipeline runs through Dorion. Danger of explosion from a leak/pipe break is an obvious hazard especially in the summertime which could start a forest fire. Dorion is not serviced by natural gas.

1/3 Flooding: Wolf River – Residential Building / Recreation Campgrounds (Flood Plain)

APPENDIX “C” – PANDEMIC INFLUENZA PLAN

In the event of a pandemic influenza event the Towns of Nipigon / Red Rock / Dorion Pandemic Influenza Plan shall take effect.

Paper copies are available at the Municipal Office.

APPENDIX “D” – DORION PLAN HOLDERS

Reeve
Councillors
Clerk/Treasurer
O.P.P. Commander
O.P.P. Communications Centre
Fire Chief
Manager Ambulance Services
Road Superintendent
Emergency Response Planning Officer/CEMC
Medical Officer of Health Regional Manager
Ministry of Community & Social Services District Manager
Ministry of Natural Resources,
Superior Greenstone District School Board
North of Superior Roman Catholic Board
Division Manager – St. John Ambulance Branch manager
Canadian Red Cross Captain
Salvation Army Detachment Commander
Lakehead Region Conservation Authority Community Officer
Emergency management Ontario E.O.C.

