



MUNICIPAL EVACUATION PLAN

Annex # 12

Revision 2

January 26, 2018

12.1 INTRODUCTION

An **evacuation** is defined as the process of removing people from an area where a present or imminent situation has or may result in a loss of life and/or a risk to public safety, health and welfare of people. Property or environmental damage may also trigger an evacuation if it poses a risk to the safety, health and welfare of people. The **Municipal Evacuation Plan** for the Township of South Algonquin provides information about planning techniques, strategies and tactics and will help streamline the evacuation process by providing an organized framework for the activities involved in coordinating and conducting an evacuation.

The Municipal Evacuation Plan was first established as Annex # 12 to the Municipal Emergency Response Plan back in 2008. The plan was revised by CEMC Brian Ackney on October 19, 2011. This plan represents the second revision of emergency evacuation guidelines for the municipality and is consistent with the best practices and procedures as promoted by Emergency Management Ontario, Ministry of Public Safety and Corrections.

12.2 AIM

Since an *emergency evacuation* is the immediate and rapid movement of people away from the threat or actual occurrence of a hazard, the plan will ensure the safest and most efficient evacuation time of all residents and visitors within the emergency area.

The Municipal Evacuation Plan outlines the policies and procedures to be followed by all responding agencies as it pertains to the evacuation process. According to the *Risk Profile* developed by the municipality as part of its annual *Hazard Identification & Risk Assessment* evacuations may be triggered by floods, potential dam failures, wildland fires and/or hazardous materials incidents. This plan takes an “all-hazards” approach and can be implemented for any type of emergency situation whether an emergency declaration has been made or not.

12.3 PLAN DEVELOPMENT

Evacuations are often multi-jurisdictional activities making extensive coordination amongst numerous agencies and governments necessary. The following organizations should assist the municipality in evacuation planning, training, exercising and responding to emergency evacuations. Program partners may include:

- Police service
- Emergency services (Fire /EMS)
- School boards
- Volunteer organizations, NGO's, Registered Charities that may support an evacuation
- Public Health
- Provincial government partners (OFMEM, MTO, MOHLT)
- Transportation providers
- Social services
- Neighbouring municipalities
- Others, as required

12.4 AUTHORITY AND MAINTENANCE

The *Emergency Management and Civil Protection Act, RSO, 1990* provides as follows:

- **3. Municipal Emergency Plan (1):** Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of a municipality shall by by-law adopt the emergency plan;
- **9. What Plan may provide:** An emergency plan formulated under section 3, 6 or 8 shall (b) specify procedures to be taken for the safety or evacuation of persons in an emergency area;
- **3. (6) Plan review:** EMCPA requires municipalities to review and, if necessary revise its emergency plan every year. The same approach shall apply to the Municipal Evacuation Plan and the Community Emergency Management Coordinator is responsible for its review and revision as necessary.

South Algonquin's Emergency Management Program is authorized under municipal By-law # 04-224. The Municipal Emergency Response Plan and the Annexes appended to it are authorized under By-law # 18-551. Section 10(2) of the Municipal Act allows single-tier municipalities to pass by-laws respecting the health, safety and well-being of persons and the protection of life and property.

12.5 COMMUNITY PROFILE

Since no two municipalities are the same, the physical and social characteristics within South Algonquin make our community unique. A community profile benefits the evacuation process by illustrating the design of the municipality.

The Township of South Algonquin exhibits the following features:

- ✓ Located in Northern Ontario in Nipissing District
- ✓ No upper-tier government in place but assistance is provided by the District of Nipissing Social Services Administration Board
- ✓ Located along the Highway 60 corridor next to Algonquin Provincial Park
- ✓ Main provincial highways include Highway 60, 127 and 523
- ✓ Municipal highways are maintained by the Public Works Department
- ✓ South Algonquin's land mass equals 873 square km
- ✓ 1096 permanent residents inhabit 855 dwellings
- ✓ The Village of Whitney has the largest population density in the Township followed by Madawaska Village.
- ✓ This rural township is divided into 5 separate wards (Airy, Lyell, Murchison, Sabine and Dickens).

12.6 VULNERABLE POPULATIONS

The following groups of people may require particular attention in an evacuation:

- Persons with disabilities;
 - sensory (e.g. hearing, vision)
 - mobility (e.g. visible and non-visible)
 - mental health (e.g. anxiety, depression)
 - intellectual/developmental (e.g. Autism, Down Syndrome)
 - learning disabilities (e.g. Dyslexia, Dysgraphia)
 - persons with medical conditions
 - persons requiring addiction services
 - persons requiring translation services
 - temporary populations (e.g. tourists, seasonal residents)
 - persons with animals/pets, including service animals
 - elderly persons
 - others, as identified

12.7 EVACUATION CATEGORIES

In evacuations, the population is divided into categories according to priority:

Medical Evacuation (Medevac)

Medevac is used for those individuals receiving home care or residing in a health-care facility in the evacuating community that qualify for medical transfer as per the *Ambulance Act* (evacuated by EMS or Ornge).

Stage 1 Evacuees

Stage 1 evacuees are defined as vulnerable populations. Among these, some require attendant care, which means both the caregiver and the Stage 1 evacuee should be on the Stage 1 evacuation list.

Stage 2 Evacuees

Stage 2 evacuees are all remaining residents of the community. It is important to consider family members that should be kept together, including those who are identified as more vulnerable, when identifying where individuals will be hosted.

Essential Services

In a complete evacuation, it may be advisable to create an essential services list. This list should contain the names of persons needed to restart systems that must be in place before evacuees can return home. In some situations, and if it is safe to do so, some essential service personnel should remain in the community to provide security, and/or information and assessment on local conditions.

12.8 EVACUATION PLANNING ASSUMPTIONS

As a planning aid in the evacuation process, certain assumptions have been developed over time based on numerous reviews of municipal evacuations. These statements are general in nature, but they assist emergency managers in determining the scope of an evacuation:

1. When there is sufficient warning of a threat **spontaneous evacuation** will occur.
2. Between **5-20%** of the population will evacuate **before** being directed to do so
3. Some people will **refuse** to evacuate, regardless of the threat
4. Some owners of companion/service animals or livestock may **refuse** to evacuate unless arrangements are made to care for their animals
5. Many evacuees will shelter with relatives, friends or motels rather than using government facilities and shelters
6. **10-20% of the population at risk will require assistance** in a reception centre or group lodging facility, depending upon the nature of the emergency.

12.9 REFUSAL TO EVACUATE

Some people will not evacuate when advised to do so.

People may choose not to evacuate for one or more of the following reasons:

- A delay in the official warning
- No request for evacuation being made
- People downplaying the risk
- Unclear warning messages
- Lack of economic resources
- Evacuation fatigue
- Fear of looting
- Inability to evacuate
- Inconvenience
- Job constraints

12.10 BARRIERS TO SUCCESSFUL EVACUATIONS

The success of a timely evacuation depends upon the willingness of the affected population to evacuate. In some instances, people refuse to evacuate for a variety of reasons which may include:

1. **Denial:** People do not believe the event can or will happen. (“never happened here before”, “never happen in my lifetime”)
2. **Minimizing the Hazard:** People who have survived past/similar events convince themselves that the hazard is survivable and that it will not be as strong a threat as predicted, or that it will not exceed previous events)
3. **Minimizing the impacts on others:** Persons refusing to evacuate will argue that their actions endanger only themselves and not others...and that they have a personal right to stay and not evacuate. They give little thought to rescuers who may have to endanger their lives if a rescue attempt is required later in the incident.
4. **Civil Rights issues:** Many people feel that authorities are exceeding their legal powers and by issuing a mandatory evacuation order are violating their civil rights.
5. **Lack of Accurate Information:** Misinformation, or a general lack of information and clear instruction, may result in people refusing to evacuate. They are not provided with the information they need and thus may not be aware of the consequences of their actions. Confusing information may lead to indecisiveness.
6. **Companion Animals/Service Animals& Livestock:** Many people will refuse to evacuate if they cannot take their animals with them, or be able to care for them throughout the evacuation. Lessons from Hurricane Katrina have taught that owners should take their pets with them when evacuating.
7. **Vulnerable Populations lack resources to evacuate:** Persons who are sick, elderly or who have special needs and/or disabilities may want to comply with the evacuation order but cannot do so without extra assistance. Specialized transportation or other devices may be required to assist them. Many do not have their own transportation and will be totally reliant on the municipality to provide transportation.
8. **Criminal Activity:** Criminal elements may choose to remain behind and engage in looting, rioting and illegal activity once the general population is gone. Police resources may be insufficient to maintain law and order.
9. **Financial impacts/Logistics:** Local authority may be reluctant to issue an evacuation order due to costly and complex logistical issues.

12.10 BARRIERS TO SUCCESSFUL EVACUATIONS

10. **Public Backlash:** In some instances, the use of precautionary measures such as an evacuation order that is taken pre-emptively to reduce harm can sometimes themselves cause harm. Public backlash may occur if the impending hazard fails to materialize, or its impact does not warrant the actions taken. Disaster officials will often be criticized for “over-reacting” to perceived/actual threats.

12.11 ENFORCING EVACUATION ORDERS

Enforcing evacuation orders is a very difficult task. In most parts of the United States and Canada, a person cannot be forced to evacuate under most conditions. To facilitate “**voluntary compliance**” with evacuation orders, First Responders have used creative techniques to get people to leave such as:

- ❖ Asking people for names/numbers of their next of kin
- ❖ Having people write their social security numbers on their torso so their remains can be identified
- ❖ Refusing government services in the affected area, including emergency services and rescue efforts.

HURRICANE KATRINA: LESSONS LEARNED

The “ultimate authority” for issuing evacuation orders may sometimes become a struggle between jurisdictions with differing viewpoints. In the case of Hurricane Katrina, Louisiana Governor Kathleen Blanco, during her response to Katrina, argued that “evacuation at gunpoint” was unjustified, unnecessary and impractical. New Orleans Mayor Ray Nagin was of the opposing opinion and demanded Governor Blanco issue mandatory evacuation orders early in the incident. She refused and the problem of “ultimate authority” was not solved in this case and as a result a clear, effective evacuation strategy was compromised.

12.12 CONTENT OF AN EVACUATION ORDER

Evacuation orders must be clear and concise and easily understood to be effective.

Evacuation orders should contain the following information:

- Issuing authority
- Date, time and location of the order
- Details of the hazard and the reason behind the order
- Evacuation routes to be used
- Assembly points (location of Reception & Evacuation Centres)
- Transportation assistance that is available
- Re-entry process
- Numbers for the Emergency Call Centre for information on the evacuation (9-1-1 is only to be used for reporting actual emergencies, all other inquiries should go to the public inquiry lines)

RESCINDING AN EVACUATION ORDER

A formal Rescind Order should be made once the decision has been made to terminate the evacuation. The Rescind order should also advise the population at risk that an evacuation alert/order may be re-instated at any time, should conditions change.

If it is determined that a rescind order is appropriate for a portion of the evacuated area, it is recommended that the entire original evacuation order be rescinded and a new order issued with the new boundary.

12.13 ENFORCING EVACUATION ORDERS IN ONTARIO

In Ontario, the *Emergency Management and Civil Protection Act* argues that while Police, Fire, or other agencies may be authorized to order persons to secure an area, and exclude persons from it, this is not considered an evacuation order under the EMCPA. The emergency order provisions of the *EMCPA* only come into effect after a provincial emergency is declared. The Act provides the province with the ability to make an evacuation order that may be enforced under the Act. It is a provincial offense not to comply with the order and the province can seek enforcement by a court order.

While there is authority for the creation of such orders, it does not mean that the Police are further empowered to enter residences and force people out, nor does the Act contain an arrest authority. The evacuation order is aimed at “persons” and it is not an order that authorizes police action.

For pragmatic reasons, enforcing an evacuation order should not entail physical force. Officials should be prepared to use a variety of non-physical means to enforce the order. Mechanisms to enforce the order should begin with the least restrictive, least resource-intensive alternatives and proceed to more forceful, costly methods as urgency demands. Persons that remain in an area, in violation of the evacuation order, should be advised that they cannot expect assistance if their lives are subsequently threatened by the hazard and that future rescue efforts will be suspended....they may be killed or injured by the hazard by choosing to remain behind.

Police may apprehend any minor at risk, if their guardians are refusing to obey the evacuation order, and turn those minors over to the appropriate child protection agency. Police may arrest and charge individuals who are obstructing the evacuation process or hindering Emergency First Responders in the performance of their duties.

Section 129, Police Obstruction, of the Criminal Code of Canada states:

Everyone who

- a) Resists or willfully obstructs a police officer or peace officer in the execution of his duty or any person lawfully acting in aid of such an officer,
- b) Omits, without reasonable excuse, to assist a public officer or peace officer in the execution of his duty in arresting a person or in preserving the peace, after having reasonable notice that he is required to do so, or
- c) Resists, or willfully obstructs any person in the lawful execution of a process against Lands or Goods or in making a lawful distress or seizure, is guilty of an indictable offence and is liable to imprisonment for a term not exceeding two years or an offence punishable on summary conviction.

12.14 PUBLIC HEALTH ACT & EVACUATION

Under the Public Health Act, a Medical Officer of Health may order an evacuation if conditions warrant or may order a person to do anything that the Medical Officer of Health reasonably believes for the following purposes:

- a) To determine whether an infectious agent or hazardous agent exists
- b) To prevent transmission of such an agent
- c) A Medical Officer of Health may order a person to remain in a specified place, or to not enter a place (e.g. quarantine, travel restrictions, isolation)

Renfrew County & District Health Unit

The Renfrew County & District Health Unit under the direction of its Medical Officer of Health is responsible for:

- Advising and enforcing health standards for the Health Protection & Promotion Act of Ontario
- Acting as a Lead Agency for local public health emergencies or anticipated emergencies including outbreaks, epidemics and pandemics
- Providing advice on health matters pertaining to the care of persons who have been evacuated from their homes and are located in temporary group lodging facilities
- Inspecting all municipal emergency reception and emergency evacuation centres
- Inspecting and testing potable water supplies
- RCDHU will ensure the coordination of care of bed-ridden citizens and invalids at home and at all evacuation centres
- Providing authoritative health information and instructions to the MCG

12.15 BOARDS OF EDUCATION & EVACUATIONS

There are two school boards operating from a single school in South Algonquin.

St. Martin of Tours Catholic School is owned and operated by the Algonquin & Lakeshore Catholic District School Board. Whitney Public School (Renfrew County & District School Board) operates from the same building as a tenant. Each school board has appointed a representative to sit on the Municipal Control Group.

Each school board is responsible for:

- a) Developing, maintaining and activating emergency/evacuation procedures for each school board utilizing a single plan for the entire school facility
- b) Responding to emergencies affecting the school population, including evacuation
- c) Appointing an Incident Commander for school emergencies (Principal or designate) who works cooperatively with local emergency services
- d) Working cooperatively with South Algonquin's Municipal Control Group where incidents affect the greater community
- e) Implementing instructions/orders from the MCG during municipal emergencies

Please refer to Annex # 17 – Boards of Education/School Emergency Plans.

12.16 TYPES OF EVACUATIONS

Evacuations may take place prior to (pre-emptive), during (no-notice), or after (post incident) an incident has occurred. An evacuation may encompass the majority of the population (wide-spread) or part. A partial evacuation is most often internal...that is the evacuees are hosted elsewhere within the municipality, rather than being hosted in a separate municipality.

Pre-emptive Evacuation

Given adequate warning about a hazard, sufficient resources, and a likely threat, it is advisable to conduct pre-emptive evacuations. A pre-emptive evacuation may be undertaken when it is clear that if delayed, conditions would impede evacuation.

No-Notice Evacuation

If it is not possible to conduct a pre-emptive evacuation, it may still be advisable to carry out an evacuation while the threat is already affecting the community. Decisions will be made using limited information and there may be little or no time to wait for additional information because any delay may have a significant impact on public safety. Pre-planning will be important to facilitate this type of evacuation. Evacuations of this nature are done when life safety is at extreme risk.

Post-incident Evacuation

After a threat has already impacted a community it might be necessary to:

- Remove residents from an environment that is no longer able to sustain them.
- Prevent or mitigate the onset of further consequences leading to a prolonged new emergency.

Partial Evacuation

Partial evacuations typically are localized to a specific area of a municipality and may be caused by fires, hazmat incidents etc. There is often on-scene activity by emergency response personnel who may direct the evacuation.

12.16 TYPES OF EVACUATION

Wide-spread Evacuation

Larger incidents affect larger areas of a municipality or region. Evacuations of this type often involve larger numbers of evacuees, possibly from more than one municipality. An extensive effort will be required to coordinate, transport, and shelter the affected populations, and will place great demands on staff and resources.

Incidents that precipitate a wide-spread evacuation typically cause far-reaching damage and are more likely to compromise critical infrastructure in a manner that hinders evacuee movement. In cases where the transportation network is severely restricted by such damage, sheltering in place may be a safer short-term alternative.

Self-evacuation is when people choose to evacuate without explicit direction to do so. If people self-evacuate they may still request shelter or other services.

Shelter-in-Place:

If the present location affords adequate protection against the particular incident, emergency managers should consider having people shelter-in-place to reduce the number of persons who become part of an evacuation. The ability to evacuate people quickly and efficiently should be weighed against the risks of remaining in place.

There are instances when Shelter-in-Place is the most appropriate strategy; such as if:

- The risk to health is low
- The situation is dissipating
- The situation can be controlled before an evacuation can be completed
- An evacuation would expose people to more risk

If the emergency involves hazardous materials or Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) materials, consider the following to assist in deciding between evacuation and shelter-in-place:

- What is the nature of the material?
- Is there a plume?
- What are the wind direction and weather conditions?

12.17 TRANSPORTATION

An inventory of local transportation resources should be developed to assist the municipality during an evacuation. Transportation partners may include:

- Ministry of Transportation
- Area Maintenance Contractors (provincial highway maintenance)
- Municipal Public Works & Roads Department (municipal highways)
- Police
- Local commercial bus companies and school bus operators
- Commercial taxis and Uber drivers etc.
- Local Health Integration Network (LHIN)
- Local volunteer drivers
- EMS resources (approved MOHLTC health transfers, air ambulance etc.)
- Vehicle Rental Companies (U-Haul, Hertz etc.)
- Others, as needed

Traffic Management

The purpose of traffic management portion of the plan is to ensure:

- Evacuation routes are kept clear and are used as intended
- Emergency vehicles can access the emergency area
- Unauthorized vehicles are kept out of the emergency area
- Police resources are assigned to strategic locations to prevent congestions and to keep unauthorized traffic out of the area
- Use of additional signage to provide direction to evacuees on routes and destinations
- Dispatching tow trucks and other equipment to remove obstacles from roadways

12.18 EVACUATION DESTINATIONS & ASSEMBLY POINTS

The Municipal Control Group may wish to identify short-term locations where people can assemble for registration, family reunification and/or transportation to another location. Due to the uncertain nature of incidents that trigger evacuations, the evacuees may be able to return directly to their residence or place of employment from the assembly point once it is safe to do so. For incidents of longer duration, these assembly points can serve as collection points for evacuees who must now wait for transportation to longer-term sheltering facilities.

For detailed information on Emergency Shelters and Emergency Reception Centres refer to Annex # 21 Emergency Shelter Services Program, as appended to the Municipal Emergency Response Plan.

If it becomes necessary to evacuate persons outside of the municipality (to a neighbouring community) the Head of Council should declare a formal state of emergency prior to the evacuation. The neighbouring “host community” should also declare a formal emergency. Refer to Annex # 1 Notification & Contacts for declaration forms and contact information.

The Township of South Algonquin may use the following locations as an assembly point:

Primary Evacuation /Reception Centre

The Madawaska Municipal Complex at 26A Major Lake Road acts as the primary evacuation centre for the municipality. This location is approved by the Red Cross as an emergency shelter and an emergency generator on-site will ensure continuous operation of the facility in an emergency.

Additional Evacuation / Reception Centres

The gymnasium at the St. Martin of Tours Catholic School on Post Street in Whitney may also function as an emergency reception or emergency evacuation centre. The municipality has an agreement with the Algonquin and Lakeshore Catholic District School Board for the use of the school.

The Parish Hall (lower church level) at St. Martin of Tours Catholic Church in Whitney is another location allocated to the municipality, per the conditions of the agreement signed between the church and the Township. The Lester Smith building, Hay Creek Road in Whitney is also available for use, as appropriate.

12.19 IMPLEMENTATION OF THE MUNICIPAL EVACUATION PLAN

The *Municipal Evacuation Plan* will be activated as soon as it becomes apparent that, due to an emergency of such magnitude to warrant its implementation, the evacuation and relocation of persons is necessary within the Township.

THE DECISION TO EVACUATE:

- A. The decision to evacuate will be “**site driven**” (decided and coordinated from the emergency site by the Incident Commander)

OR

- B. “**EOC driven**” (decided and coordinated from the Emergency Operations Centre by the Municipal Control Group)

(The criteria for this decision will be based on the inherent risks of the emergency.)

Notification of the Municipal Control Group

A member of the MCG, on the advice of the appropriate emergency response agency, will notify the CAO/Clerk-Treasurer and issue an “emergency alert notification”. The CAO/Clerk-Treasurer will notify MCG members to respond to the appropriate EOC location and will ensure that the Community Emergency Management Coordinators have also been informed of the situation.

The Incident Commander should file a situation report to the Emergency Operations Centre advising the Municipal Control Group of any evacuation arrangements made or required.

The Head of Council, in consultation with Council and the Municipal Control Group, will decide if a formal “state of emergency” shall be declared.

The Head of Council, in consultation with Council, will decide if an evacuation to another jurisdiction is warranted and approved.

12.20 REGISTERING EVACUEES

Once an evacuation is underway evacuees will be instructed to assemble at an Emergency Reception Centre to register for assistance. The Municipal Control Group will initially take control of sheltering arrangements and will ensure that the Canadian Red Cross Society (Disaster Services) is notified in a timely manner. The Red Cross will respond to incidents within South Algonquin per the conditions in the Memorandum of Agreement. The Canadian Red Cross Society once operational will be responsible for the following:

- ✓ Registering all evacuees (using forms provided by the Red Cross) as part of their Registration & Inquiry Service
- ✓ Providing immediate shelter, food and clothing
- ✓ Providing Personal Services
- ✓ Assisting in Family Reunification

12.21 EMERGENCY INFORMATION

For “site-driven” evacuations by emergency services, the Incident Commander will be responsible for establishing evacuation perimeters around the emergency area and for evacuating persons in danger within that established perimeter. Support from the Municipal Control Group can be provided as needed and requested. The Incident Commander will initially forward details from the emergency site back to the Emergency Information Officer at the EOC.

For “EOC-driven” evacuations it is the responsibility of the Municipal Control Group to notify individuals of an evacuation by using the following methods:

- Local Radio Stations (Star 96.7 & Moose FM 106.5)
- Mobile public address systems
- Door to door notifications
- Telephone networks
- Township website and Facebook page (www.southalgonquin.ca)
- Notice boards and public signage
- Other methods, as required

The Emergency Information Plan (Annex # 9) will assist in the development, delivery, monitoring and retaining of all emergency information issued to the public and the media.

12.22 O.P.P. POLICE RESPONSIBILITIES

The Ontario Provincial Police Service is responsible for providing the Township of South Algonquin with the services as outlined in the Police Services Act. The O.P.P. will provide an Incident Commander (and an adequate number of police officers) to assist the municipality in executing the Municipal Evacuation Plan. A strong police presence is required in order to convince endangered persons to evacuate the municipality by “voluntary compliance”.

The core principles of policing include:

“ensuring the safety and security of all persons and property in Ontario and the importance of safeguarding the fundamental rights as are guaranteed under the Charter of Rights and Freedoms and the Human Rights Code.”

Under Section 4.2 and 19.1 of the Police Services Act, the O.P.P. has the following responsibilities and shall provide the following services:

- Crime prevention
- Law enforcement
- Assistance to victims of crime
- Public order maintenance
- Emergency response, including going door-to-door to ensure endangered persons are removed from harm and are evacuated safely
- Providing police service on all navigable bodies and course of water
- Maintaining traffic control on all King’s highways and connecting links, including corridor control

In an emergency the O.P.P. may authorize auxiliary officers to assist in the emergency response/evacuation as listed in Section 52(4):

(4) an auxiliary member of a police force has the authority of a police officer if he/she is accompanied or supervised by a police officer and is authorized to perform duties by the chief of police

(5) the chief of police may authorize an auxiliary member of a police force to perform duties only in special circumstances, including an emergency, that the police officers of the police force are not sufficiently numerous to deal with.

12.23 EMERGENCY MEDICAL SERVICES

Emergency Medical Services will play an important role in the evacuation process. EMS will have the following responsibilities in an evacuation:

- Ensuring an adequate response to all medical emergencies within the local catchment area and activating any/all emergency plans and protocols established by Nipissing EMS and the Ministry of Health & Long Term Care Emergency Services Branch
- Ensuring the triage, treatment and transport of all patients from the emergency site(s) to receiving hospitals as directed by the CACC in Renfrew
- Obtaining additional EMS support as required, including air ambulance support
- Providing additional EMS support at municipal facilities during the emergency as resources permit
- Assisting the O.P.P. and/or the South Algonquin Fire Service with evacuations in the evacuation zone(s)
- Other duties as may be assigned

12.24 SAFD FIRE SERVICE

The South Algonquin Fire Department may be responsible for:

- Providing an Incident Commander and adequate firefighting staff to ensure the evacuation of endangered persons in an emergency area under their control
- Assisting the O.P.P. and/or EMS with evacuations in the evacuation zone(s)
- Performing all the legally required duties of a municipal fire department in the province of Ontario including fire suppression, search and rescue, auto extrications and other duties as legally defined
- Providing assistance to other departments and/or agencies and being prepared to take charge of, or contribute to, non-firefighting operations as requested
- Providing expertise and advice on fire-related issues and operations
- Activating and coordinating mutual fire aid assistance
- Conducting investigations, inspections and performing tasks outlined in the Fire Code and attending legislation
- Maintaining operational readiness throughout the incident and especially in the re-entry stages

12.25 MUNICIPAL PUBLIC WORKS

The Municipal Public Works & Roads Department under the Supervision of the Works Superintendent will have the following responsibilities:

- Ensuring the construction, maintenance and repair of all municipal highways
- Ensuring roads are passable and free of debris
- Responding adequately to municipal emergencies affecting all Township facilities and critical infrastructure and ensuring their continued operation
- Providing advice on engineering and public works matters
- Providing equipment and vehicles, staff and resources in aid of evacuations and emergency response
- Arranging for the disconnection of public works/utilities as required and returning services when appropriate
- Assisting the O.P.P., Fire Service and/or EMS with evacuations as requested
- Assisting the O.P.P. with traffic and perimeter controls as resources permit

The Works Superintendent is also tasked with the position of “Transportation Manager” as outlined in South Algonquin’s Municipal Emergency Response Plan. The Transportation Manager is responsible for:

- Acquiring, distributing and scheduling various modes of transportation for the purpose of moving persons, equipment and resources in an emergency
- Ensuring a record is kept of all drivers, vehicles and payloads
- Securing specialized transport for persons with disabilities or special needs
- Liaising with local school boards to ensure school populations have adequate transport
- Assisting in the provision of fuel for all vehicles and equipment
- Other duties as may be assigned

As mentioned previously, evacuations require numerous agencies and organizations to work together to achieve a timely and efficient evacuation. The Municipal Control Group will be the primary coordinating link for all responding agencies under the authority of the Municipal Emergency Response Plan.

12.26 RECOVERY STAGE

The goal is for the municipality, citizens and businesses to recover from the event. This includes restoring the physical infrastructure where possible as well as addressing the emotional, social, economic and physical well-being of those involved. Provincial disaster financial programs will assist the community in its return to normalcy.

When the emergency that prompted the evacuation has been resolved it will be necessary to plan for the return of evacuees. The impacted area must be safe for residents to return. The decision to re-enter an area that has been evacuated is based on numerous factors including:

- The threat that prompted the evacuation has been resolved or has subsided.
- Access to the community is assured.
- The infrastructure is safe to use.
- Safety hazards connected to the emergency have been eliminated.
- Services have resumed and are sufficient to support returning evacuees
 - Power
 - Water
 - Sanitation
 - Security
 - Food and essential supplies
 - Medical services

EVACUATION & CRISIS INTERVENTION

Where individuals have suffered a major loss as a result of an emergency, or where they have had an adverse reaction to a traumatic event, Crisis Intervention Teams should be engaged to help support the mental health of the evacuees. The Critical Incident Stress Teams (CISM) will work with local mental health professionals to provide on-going support. Renfrew County VCARS is the local agency providing such support as requested by local emergency service agencies.

12.27 REPATRIATING EVACUEES

1. The Mayor, in consultation with the MCG, determines that the community has recovered sufficiently to support the repatriation of displaced persons and issues a directive for the return of evacuees.
2. An emergency declaration may/may not be in effect at this time
3. The O.P.P. will continue to act as a Lead Agency through the repatriation process. All Access Control Points (previously used to prevent entry to the area) will now be used as Entry Control Points for the return of Evacuees.
4. Municipal infrastructure must be sufficiently recovered to allow repatriation.
5. Utility companies will ensure all vital utilities are operational and safe.
6. All transportation routes must be functional and free of debris.
7. Public Health must ensure all disease potentials have been controlled
8. EMS will ensure operational readiness.
9. All fire-related hazards will be under control.
10. Police will maintain law & order and oversee the return of displaced persons using a phased, controlled re-entry process.

12.28 RE-ENTRY PROCESS

- a) Key municipal officials will be returned to the community first to restore the functionality of the municipality
- b) Sectors of the community that were not damaged, or have recovered fully from the emergency will be repatriated first
- c) Residents displaced from all other areas will be returned next
- d) Vulnerable populations and residents with chronic health conditions may be returned last to ensure that the extra assistance they require will be available once the community is functioning at “near-normal”.

12.29 FINANCIAL RECOVERY

Evacuees may experience financial distress following a mass evacuation for reasons which may include:

- Loss of income from work-related shutdowns
- Additional expenses for food, clothing and shelter
- Property damage
- Inability to access government assistance, financial institutions and banking

DNSSAB will assist residents with Children’s Services, Ontario Works Program, Social Housing and the Ontario Disability Support Program.

12.30 INSURANCE COVERAGE: MASS EVACUATION

The Insurance Bureau of Canada and many private insurance providers acknowledge the impacts of emergencies on policy holders. Individuals who carry personal business, homeowner and property insurance should consult their policies to determine what coverage your company offers. Many policies will cover expenses incurred when civil authority induces a mass evacuation. Fire and smoke damage will be covered under a home insurance policy.

12.31 MMAH / DISASTER FUNDING

The Ministry of Municipal Affairs and Housing administers provincial disaster funding programs. Individuals may contact MMAH directly to apply for disaster assistance funding. Municipalities may apply for funding under a separate program to repair municipal infrastructure, if the emergency and resulting evacuation, is a result of a natural hazard.

12.32 EMERGENCY RECEPTION PLAN

Should the Township of South Algonquin agree to accept evacuees from nearby communities under threat, then the following actions should be considered:

1. Mayor declares a formal state of emergency before accepting evacuees
2. Receiving municipality will establish a Registration Service at the reception site
3. Receiving municipality will arrange for the accommodation of guest evacuees and the provision of food, clothing and other personal services
4. Municipality will arrange for the orderly return of evacuees to their respective communities

12.33 USE OF CANADIAN FORCES: EVACUATION

1. “Canada Command” is the Canadian Forces organization responsible for all routine and contingency operations in North America, providing a single military command for domestic operations. When required, and through appropriate channels, Canada Command may provide support to civil authorities.
2. To activate Canada Command:
 - Local authority contacts PEOC / EMO
 - EMO contacts Canada Command and requests Federal Assistance
 - Pre-established criteria determines if deployment will occur
 - If deployment is approved, EMO will work cooperatively with Canada Command and the civil authority to ensure an efficient response
3. The Joint Rescue Coordination Centre at C.F.B. Trenton may be activated for Search & Rescue emergencies by authorized agencies using pre-established protocols
4. Should local civil authority activate military resources unilaterally, the local authority is liable for the entire cost of the operation without government support.(e.g. Mel Lastman activated military for Toronto snow emergency)

12.34 PETS & EVACUATIONS

The following considerations concern pets and the evacuation process:

- If considering moving animals to a safer place, do so early to avoid unnecessary risk
- Many emergency shelters do not allow pets and it may not be possible for you to take your pets to evacuation shelters, so pre-planning will avoid problems
- Use secure pet carriers/cages and sturdy leashes and harnesses to move animals safely
- Ensure all pet vaccinations are current
- Where possible, board pets in safe environments away from the emergency zone
- If you are able to house your animal in a temporary foster home, ensure your pet’s medications, food and other supplies accompany them to the foster home
- Ensure pets are properly identified. Have a current photograph to assist you in identifying yourself as the pet’s legal owner

Refer to Annex # 32 Municipal Animal Care Emergency Plan for more information.

