



**TOWN OF
HAPPY VALLEY-GOOSE BAY**

**Emergency Management Plan
(EMP)**

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HAPPY VALLEY-GOOSE BAY**

Emergency Management Plan

Approved in Principle:

Town of Happy Valley-Goose Bay

Date: July 22, 2014

Mayor: Jamie Snook

Approved by Fire and Emergency Services – Newfoundland and Labrador

Director: David McCormack

Date: January 11, 2016

Adopted by:

Town of Happy Valley-Goose Bay

Date: April 26, 2016

Mayor: Jamie Snook

EMERGENCY MANAGEMENT PLAN DISTRIBUTION LIST

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

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

Fire & Emergency Services, Newfoundland and Labrador

Royal Canadian Mounted Police (RCMP) Goose Bay

Serco

Department of National Defence, 5 Wing Goose Bay

Labrador Grenfell-Health

Happy Valley-Goose Bay Fire Department

Goose Bay Airport Corporation

Department of Advanced Education, Skills & Labour

Department of Natural Resources

NL English School District

Department of Transportation & Works

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INTRODUCTION

The Town of Happy Valley-Goose Bay is home to a population of approximately 8,000 people, making it the fifth largest municipality in Newfoundland and Labrador and the largest Aboriginal populated community in Labrador.

Located in central Labrador and bounded on the south by the Churchill River, and the Terrington Basin and Goose Bay on the north which provides access to the sea during the summer months.

Happy Valley-Goose Bay is governed by a Town Council of seven persons, including a Mayor and Deputy Mayor. The Town's services are run by the following municipal departments and their respective managers/staff: Public Works, Water & Sewer, Fire, Finance, Municipal Enforcement, Planning & Development, Community Services & Recreation, Human Resources, Public Relations and Economic Development.

The Happy Valley-Goose Bay Fire Department is operated by full-time and part-time staff, along with a full force of volunteer firefighters who are readily available. The Town and its Community Constable works in partnership with the RCMP Goose Bay Detachment to enforce Municipal Regulations and the Highway Traffic Act.

The Town acknowledges its responsibility for emergencies and disasters which are threatening to the health, safety and well-being of residents as well as the protection of property and the environment.

The Emergency Management Plan (EMP) describes the procedures to be used and the roles and responsibilities of key persons, agencies and departments in the event of an emergency. The EMP is to be activated during emergencies of any nature which occur within the Happy Valley-Goose Bay municipal boundaries.

The EMP is recognized and is to be used in conjunction with other emergency plans in effect, such as: RCMP, Fire, Regional Health Authority, 5 Wing Goose Bay, etc.

The EMP is a working document and is evaluated to identify areas of inefficiency following each test and/or use of the plan. Amendments are made to the EMP and its procedures as required and in accordance with Section 5(6) and (7) of the *Emergency Services Act*.

SECTION 1: ADMINISTRATION

1.1 PLAN MAINTENANCE

1. The Town of Happy Valley-Goose Bay's Emergency Management Plan (EMP) will be maintained by the Emergency Planning Committee and the Town Manager.
2. This plan will be reviewed annually and, where necessary, revised by the Emergency Planning Committee.
3. The EMP shall be revised subject to the approval of Council and FES-NL, prior to adoption by the Council.

REVIEWS

Month	Day	Year	Reviewed By
November	21 st	2016	Fire Chief
June	6 th	2017	Fire Chief

PLAN REVISIONS

Month	Day	Year	Approved

1.2 INTENT

The intent of the Happy Valley-Goose Bay Emergency Management Plan (EMP) is to identify and outline the responsibilities of municipal services, stakeholders, volunteer groups and government agencies in the event of an emergency or disaster within the town.

The EMP outlines specific authority and responsibilities for key peoples and agencies during the management of an emergency or disaster within Happy Valley-Goose Bay. This plan was established to provide clear communication, coordination and cooperation of all key persons, departments, and agencies in emergency situations.

1.3 DEFINITIONS

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

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

Emergency Management Plan (EMP) is a living document. It demands foresight and imagination to foresee the risks a municipality faces, and to identify measures that might help overcome these situations. It documents people, procedures, resources, communications and organizational structures required to avoid or lessen the impact of an emergency. The Act defines it as a plan, program, or procedure prepared by (i) the province; or (ii) a council in writing and approved by the director which is intended to prepare for, respond to, mitigate the effects of and recover from an emergency and to provide for the health, safety and well-being of persons and the protection of property and the environment.

Emergency Operations Centre (EOC) is the designated area where the Emergency Operations Control Group will assemble to direct and coordinate all operations

regarding the emergency. There may be two EOC's: *primary* and *alternate*. The EOC is a separate entity from the emergency site.

Emergency Operations Control Group (EOCG) is a committee comprised of selected officials and chaired by the Emergency Operations Centre Manager that is responsible for decision-making at the Emergency Operations Centre. The EOCG operates in conjunction with the Emergency Site Manager, but the actual emergency response at the site is the responsibility of the Emergency Site Manager.

Emergency Planning Committee is a committee appointed by the municipality to advise on the development of an emergency plan and any related programs. The Committee shall be responsible to the Mayor and Council.

Media Centre is a location at the scene of an emergency for speedy gathering and transmission of information. Depending on the nature of the emergency and the potential for media interference with operations, this site may be restricted to a location selected by the Emergency Operations Control Group.

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

1.4 IMPLEMENTATION

This Emergency Management Plan (EMP) has been developed in accordance with the legislative requirements in the *Emergency Services Act*. The following sections of the *Act* outline the roles of the Town in the development, adoption, activation and implementation of the EMP for the Town of Happy Valley-Goose Bay.

Section 5 of the *Emergency Services Act* states:

5. (1) The councils of every municipality shall, within 3 years of this Act having come into force, adopt an emergency management plan.
- (2) An emergency management plan shall, before adoption by a municipality, be submitted to the director for review, and a council shall make any changes required by the director so that the plan may be approved by the director before the plan is adopted by a council.
- (3) An emergency management plan may be developed by a committee of a council, or a council may, with the necessary changes, adopt the emergency

management plan of a neighbouring municipality with the consent of that municipality.

(4) An emergency management plan which is adopted by a council under subsection (3) shall be submitted for the approval of the director as required under this subsection as if it had been made by the council alone.

(5) An emergency management plan shall designate a person to supervise and control the management of the plan.

(6) Amendments to an emergency management plan shall be submitted to the director for approval before the amendments may be adopted by a council.

(7) An emergency management plan shall be reviewed by a council and a proposed change to the plan shall be submitted to the director for approval before it may be adopted by a council.

Section 6 of the *Emergency Services Act* states:

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

Section 7 of the *Emergency Services Act* states:

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

Section 8 of the *Emergency Services Act* states:

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

1.5 PLAN ALTERATION

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

1.6 AUTHORITY

The powers and authority of Council in any emergency or disaster occurring within Happy Valley-Goose Bay are outlined in the Municipalities Act, 1999, relating to the establishment and administration of municipal government in the province.

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

1. A disaster of any kind,
2. A snowstorm or flood, and
3. A shortage of water.

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

1. The closing of or the hours of operation of businesses and schools or a class of businesses and schools, in the municipality.
2. The banning or controlling of public gatherings.
3. The evacuation of buildings
4. The restriction or prohibition of the use of vehicles or a class of vehicles on the streets of the municipality
5. That children below a stated age or in certain age categories not be permitted on a public road, park or in a place of amusement during prescribed hours, whether alone or in the company of a parent, guardian, or other adult, and
6. The restriction or prohibition of the use of water.

The Happy Valley-Goose Bay Town Council is responsible for all emergency operations that involve the risk of loss of life or property; and that threaten the health, safety and/or well-being of residents of the municipality.

1.7 PROVINCIAL GOVERNMENT INVOLVEMENT

Should implementation of these actions prove insufficient to control the emergency or disaster, assistance may be requested from the Provincial Government by contacting Fire and Emergency Services - Newfoundland and Labrador.

Phone: (709) 729-3703 (24 hours)

1.8 FEDERAL GOVERNMENT ASSISTANCE

Should assistance or resources be required from the Federal Government Departments or agencies, requests will be directed through Fire and Emergency Services-Newfoundland and Labrador.

Phone: (709) 729-3703 (24 hours)

SECTION 2: EMERGENCY OPERATIONS

2.1 DIRECTION AND CONTROL

The Town of Happy Valley-Goose Bay is directly responsible for the control of all emergency operations within the municipality.

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

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

Emergency Council Committee Members:

Mayor	Wally Andersen
Town Manager	
Councillor	Shawn Crann

Emergency Planning Committee Members:

Mayor	Wally Andersen
Town Manager	
Fire Chief	Brad Butler
RCMP/Community Constable	Sgt. Robert Gallant / Gary O'Brien
Labrador Grenfell Health	Antionette Cabot
Public Relations Manager	Naomi Sharpe

Agencies, Departments and Non-Government Organizations Involved in the

Emergency Planning Process:

Advanced Education & Skills
Transportation and Works
Service NL
Fire and Emergency Services NL
Royal Canadian Mounted Police (RCMP) Goose Bay
Labrador Grenfell Health
Natural Resources (Forestry)
Environment and Conservation

NL English School District
Labrador Correctional Centre
Department of National Defense
Goose Bay Airport Corporation

Industry:

Nalcor
NL Hydro
Aliant
Serco

Other Organizations/Individuals with Emergency Planning Training:

Canadian Red Cross
Salvation Army

2.2 CONCEPT OF OPERATION

The Town of Happy Valley-Goose Bay will reinforce its authority within its jurisdiction through the Emergency Planning Committee. Problem solving, duty assignment, media relations and public announcements will be discussed and resolved by this committee. From time to time when people with special expertise or knowledge are required to advise the group on any matter associated with the emergency or disaster, they will be invited to attend, and when appropriate, sit as part of the Emergency Planning Committee. From a practical sense, once formed, the Emergency Planning Committee will continue to manage the emergency until such time as it has ended.

2.3 EMERGENCY OPERATIONS CENTRE (EOC)

All emergency/disaster operations will be directed by the Committee from the Town Hall. The Royal Canadian Mounted Police Building will be the alternate EOC in the event that the Town Office is in the disaster area.

COMMUNICATIONS

Town communication resources will be utilized. The RCMP will, when possible, assist with emergency communications by supplying a base station and portable VHF radios for use by the Committee.

Town owned vehicles, including the Heavy Equipment, are furnished with a radio link with each other, and the Base Station in the Town Hall.

The Goose Bay Amateur Radio Club will, when required, provide emergency VHF radio communication.

Goose Bay Amateur Radio Club

Contact:

TELEPHONES

Telephones are installed in the EOC. There are six (6) unlisted lines and two (2) data ports the Town can access from other areas in Town Hall. There are thirteen (13) listed lines and various data ports. There is one (1) power fail phone.

SECURITY/ACCESS

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

Security Coordinator: Vacant

PARKING

The entrance/exit to the Town Hall must be kept free of parked vehicles. Parking will be permitted in the Town Hall parking lot.

MEDIA

Members of the press will be accommodated at the College of the North Atlantic. The Media Co-ordinator will be responsible for ensuring that media representatives are adequately accommodated and properly briefed with up-to-date, relevant information and will be the only person authorized to communicate with the media, with few exceptions such as the Mayor, Fire Chief, etc.

Media/Public Relations Coordinator: Naomi Sharpe, Public Relations Manager

2.4 DECLARATION AND TERMINATION OF STATE OF EMERGENCY

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

Blank Declaration (Appendix B) and Termination (Appendix C) of a State of Emergency should be available at all times.

SECTION 3: ROLES AND RESPONSIBILITIES

3.1 EMERGENCY OPERATIONS CENTRE MANAGER

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

3.2 TOWN MANAGER

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

7. Record decisions and recommendations and advise of same as directed; and
8. Coordinate security operations.

3.3 SUPPORT STAFF

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

3.4 PUBLIC RELATIONS MANAGER

1. Release public information and instructions to the media, with the exception of information regarding any aspect of a Police investigation.
2. DND/5 Wing Goose Bay will release the information to the news media with respect to an aircraft crash.

3.5 POLICE (RCMP)

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

3.6 FIRE DEPARTMENT

1. The Fire Chief will implement the Emergency Response Plan.
2. The Fire Chief will be responsible for the overall co-ordination of the fire services and will ensure provisions for:
 - a) Search and rescue of trapped or injured persons
 - b) Equipment and manpower to assist in pumping operations
 - c) Mutual aid from DND/5 Wing Goose Bay
 - d) Making arrangements for additional fire-fighting equipment and liaising with CANUTEC (National Agency for Dangerous Goods) or Fire and

Emergency Services for information and assistance regarding controlling of dangerous goods.

3.7 ENGINEERING/PLANNING/WATER & SEWER/ROAD TRANSPORT

Under the direction of the Town Manager, the Town Superintendent of Public Works/Water and Sewer and the Superintendent of Public Works/Road Transport will be:

1. Responsible for co-ordination of all works services;
2. Implement emergency services, such as water supplies, pumping operations, etc., as designated by the Town Manager;
3. Ensure maximum utilization of Town equipment and resources;
4. Establish an emergency transport service (buses, vehicle, etc. for possible mass evacuation); and
5. Supply transportation for EOC Control Group.

3.8 GROUND SEARCH AND RESCUE TEAM (GSAR)

In consultation with the Police, GSAR teams can:

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

3.9 LABRADOR GRENFELL HEALTH

Planning

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

Response

1. Upon request for assistance Labrador Grenfell Health (LGH) will activate their appropriate emergency response plan(s). Should an EOC be activated by the municipality, LGH will assign a medical/health representative to report to the EOC if deemed necessary.

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

3.10 FIRE AND EMERGENCY SERVICES - NL

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

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

3.11 DEPARTMENT OF ADVANCED EDUCATION AND SKILLS

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

The purpose of Emergency Social Services is to meet the survival needs of people following a disaster and provide temporary assistance until regular pre-disaster social services resume operation or until other plans or programs come into operation.

Emergency Social Services includes: Reception Centre; Lodging; Clothing; Food; Registration and Inquiry; Personal Services, and the care of household pets.

AES is accountable for:

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

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

3.12 DEPARTMENT OF ENVIRONMENT AND CONSERVATION

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

3.13 SERVICE NL

1. Liaise with the Town and power utilities to assess electrical safety issues;
2. Liaise with the Department of Environment and Conservation to assess environmental hazards such as spills, chemical and waste disposal and make recommendations and/or orders on remediation and containment; and
3. Liaise with the Department of Health & Community Services, Labrador Grenfell Health, and the Advanced Education and Skills to:
 - a) Carry out or perform water safety and food safety inspections;
 - b) Assess the suitability of temporary shelter/housing/food/water;
 - c) Implement disease and rodent control measures; and
 - d) Ensure the protection of public health.

3.14 DEPARTMENT OF FISHERIES AND LAND RESOURCES (FORESTRY)

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

3.15 DEPARTMENT OF TRANSPORTATION AND WORKS

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

SECTION 4: POSSIBLE HAZARDS

4.1 DANGEROUS GOODS

MAJOR CONCERNS: Safety of lives, public health concerns, contamination of water supply, disruption of traffic, explosions and fire, environmental damage, loss of electric power, interruption of communications, possible evacuation.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Establish On-site Communications	Emergency Responders Communications Coordinator
4. Rescue & Fire Fighting	Fire Department Search and Rescue Team
5. Determine Nature of Problem	Fire Department CANUTEC Department of Environment Fire and Emergency Services
6. Warn Adjacent Areas and Define Areas of Risk	Fire Department RCMP Department of Environment
7. Evacuate Area	Emergency Operations Centre
8. Eliminate Further Escape of Dangerous Goods	Fire Department Shipper of Dangerous Goods CANUTEC Fire and Emergency Services
9. Notify Medical Facility of Casualties (number of and type)	Labrador Grenfell Health
10. Traffic Control	RCMP
11. Public & Media Information	Public Relations Manager

4.2 FLOOD

MAJOR CONCERNS: Safety of lives, loss of/damage to property, transportation problems, isolation, disruption of community, contamination of normal water supplies, dangers to public health, loss of local economic activities.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Committee/Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Assess Flood Problem	Emergency Council Committee Municipal and Intergovernmental Affairs Department of Transportation and Works Nalcor
4. Rescue of Stranded People (particular attention to seniors and persons with disabilities)	Fire Department Ground Search and Rescue Ambulance RCMP
5. Injuries	Labrador Grenfell Health Ambulance Fire Department Ground Search and Rescue
6. Traffic Control	RCMP
7. Communications	RCMP Fire Department Municipal Works Vehicles
8. Instruction to Residents	Emergency Operations Centre RCMP Fire Department Public Relations Manager
9. Relocation/Evacuation	Emergency Operations Centre Department of Advanced Education & Skills (shelter, food, clothing) RCMP Fire Department SPCA
10. Barricades, Signs, Sandbags, etc.	Emergency Operations Centre Public Works Transportation & Works
11. Public & Media Information	Public Relations Manager

4.3 FOREST FIRE

MAJOR CONCERNS: Safety of lives, loss of/damage to property, disruption of traffic and communication, disruption of utilities (power lines, etc.), evacuation, losses to local economy.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Forest Fire Tactical Operations	Fire Department Department of Natural Resources (Forestry)
4. Evacuation Decisions	Emergency Operations Centre RCMP Fire Department
5. Relocation/Evacuation	Emergency Operations Centre Department of Advanced Education & Skills (shelter, food, clothing) RCMP SPCA
6. Injuries and Rescue	Labrador Grenfell Health Ambulance Fire Department Ground Search & Rescue RCMP
7. Communications	Communications Group Fire Department RCMP Ground Search & Rescue Municipal Works Vehicle
8. Public & Media Information	Public Relations Manager
9. Instructions to Residents	Emergency Operations Centre RCMP Fire Department Public Relations Manager
10. Return to Evacuated Area	Emergency Operations Centre Fire Department RCMP

11. Damage Assessment	Emergency Operations Centre Fire and Emergency Services Municipal and Intergovernmental Affairs
12. Traffic Control	RCMP
13. Transportation	Emergency Operations Centre

4.4 HURRICANE/ WINDSTORM/BLIZZARD/SNOWSTORM

MAJOR CONCERNS: Safety of lives, loss of/damage to property, disruption of traffic and communication, disruption of utilities/loss of power, possible evacuation, losses to local economy.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Instructions to Residents	Emergency Operations Centre RCMP Fire Department
4. Public & Media Information	Media Coordinator Public Relations Manager
5. Evacuation Decisions	Emergency Operations Centre RCMP
6. Relocation/Evacuation	Emergency Operations Centre Department of Advanced Education & Skills RCMP Fire Department SPCA
7. Injuries and Rescue	Labrador Grenfell Health Ambulance Fire Department Ground Search and Rescue RCMP
8. Barricades, Signs, etc.	Emergency Operations Centre Public Works Transportation & Works
9. Traffic Control	RCMP

10. Clear Debris/Snow	Public Works
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4.5 INFLUX OF PEOPLE

MAJOR CONCERNS: Safety of lives, resources available, shelter/accommodations available, panic.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Activate Reception Centre	Department of Advanced Education & Skills
4. Activate Emergency Shelters	Department of Advanced Education & Skills
5. Public & the Media Information	Public Relations Manager

4.6 PLANE CRASH (Outside of Airport)

MAJOR CONCERNS: Safety of lives, loss of/damage to property, disruption of traffic and communication, fire and/or explosion, disruption of utilities.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Injuries and Rescue	Labrador Grenfell Health Ambulance Fire Department Ground Search and Rescue RCMP DND/Serco
4. Establish Routes for Emergency Vehicles	RCMP
5. Traffic Control/Crowd Control	RCMP

6. Define and Control Perimeter	RCMP Transport Canada
7. Notify Hospital of Casualties (including number and type)	Labrador Grenfell Health
8. Public & Media Information	Public Relations Manager RCMP
9. Eliminate Further Hazards	DND/Serco
10. Critical Stress Management	Labrador Grenfell Health

4.7 POWER OUTAGE

MAJOR CONCERNS: Safety of lives, disruption of utilities, disruption of traffic, medical backup for hospital.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Town Council
2. Activate Emergency Operations Centre	Emergency Management Coordinator Emergency Planning Committee
3. Activate Warming Center	Emergency Operations Centre Department of Advanced Education & Skills (Red Cross, Salvation Army)
4. Public & Media Information	Public Relations Manager Nalcor NL Hydro
5. Determine Nature of Problem	NL Hydro
6. Restore Power	NL Hydro
7. Traffic Control	RCMP

4.8 WATER SHORTAGE / CONTAMINATION OF WATER SYSTEM

MAJOR CONCERNS: Safety of lives, loss of drinking water, loss of utility water.

EMERGENCY RESPONSE	ACTION BY
1. Activate Emergency Management Plan	Emergency Council Committee/Town Council
2. Activate Emergency Operations Centre	Emergency Management Committee Emergency Planning Committee
3. Water Testing	Labrador Grenfell Health Environment & Conservation
4. Supply Drinking Water	Department of Advanced Education & Skills Labrador Grenfell Health
5. Supply Utility Water	Public Works
6. Public & Media Information	Public Relations Manager

APPENDIX A

AUTHORIZATION

Municipality of Happy Valley-Goose Bay Emergency Management Planning Committee

Whereas, Section 5, subsection (1) of the Emergency Services Act states that the councils of every municipality shall, within 3 years of this Act having come into force, adopt an Emergency Management Plan.

And Whereas we desire to have an Emergency Management Plan for the Municipality of

_____.

Therefore it be resolved that on the _____ day of _____, 20____, we passed resolution # _____, which provides for the establishment of a committee to develop the municipality Emergency Management Plan.

Dated at _____

Moved by _____

Seconded by _____

Carried _____

Mayor

APPENDIX B

DECLARATION OF A STATE OF EMERGENCY

Name of Municipality: Town of Happy Valley-Goose Bay

Address of Municipality: 212 Hamilton River Road, P.O. Box 40, Station B
Happy Valley-Goose Bay, NL

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

Nature of the emergency:

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

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

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

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

Moved by Councillor _____

Seconded by Councillor _____

Dated this _____ day of _____, 20 _____

Name – please print

Date

APPENDIX C

DECLARATION OF TERMINATION OF A STATE OF EMERGENCY

Name of Municipality: Happy Valley-Goose Bay

Address of Municipality: 212 Hamilton River Road, P.O. Box 40, Station B, Happy Valley-Goose Bay, NL

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

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

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

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

Moved by Councillor _____

Seconded by Councillor _____

Dated this _____ day of _____, 20_____

Name – please print

Position