

TOWNSHIP OF HILTON

EMERGENCY RESPONSE PLAN

Adopted: _____

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RECORD OF AMENDMENTS

AMENDMENT NUMBER	SECTION(S) PAGE(S)	DATE

1. INTRODUCTION

COMMUNITY IDENTITY

The Township of Hilton is one of the four municipalities on St. Joseph Island. The Township covers an area of approximately 116 km² and is comprised mainly of single-family homes. There are 761 properties including 121 permanent households and 244 seasonal households. The permanent population is 257 but during the summer months, this figure increases by almost 500 seasonal residents.

The Fire Department is jointly owned by the Township of Hilton and the Village of Hilton Beach.

DEFINITION OF AN EMERGENCY

An Emergency, according to the Emergency Management Act, 2003, is defined as: **“A situation or impending situations caused by forces of nature, accident or an intentional act that constitutes a danger of major proportions to life and property.”**

Emergencies and disasters, either natural or human caused, can happen anywhere and at any time. The result can cause disruptions in normal operations and channels of communication and may stretch available resources for response and recovery.

COUNCIL EXPECTATIONS

The Emergency Response Plan for the Township of Hilton has been established to assign responsibilities and to guide the immediate actions of key officials in an emergency. The Township is committed to providing leadership and guidance to meet the challenges associated with emergency management. This includes preparation and planning to safeguard the health, safety and welfare of citizens; taking appropriate measures to ensure the protection of property and the environment; and to provide effective and timely response and recovery operations.

The Emergency Management Program Committee (EMPC) oversees the development, implementation and continuous improvement of the Township’s Emergency Management Program. Every official and municipal department must be prepared to carry out the assigned responsibilities in an emergency. The Committee shall hold a minimum of 1 (one) meeting per calendar year. The persons holding the following positions in the municipality shall be members of the Emergency Management Program Committee:

- Clerk/Treasurer/Administrator
- Head of Council
- Public Works
- CEMC
- Fire Chief

The Clerk/Treasurer/Administrator is hereby appointed as Chair of the Emergency Management Program Committee.

The Emergency Plan, including Appendices, shall be read by all members of the Municipal Control Group, as well as their Alternates. These persons must be familiar with the entire plan, so if called upon they will be prepared to carry out their respective responsibilities. A “Distribution List” is attached as Appendix A as to who possesses a Hard Copy or a Digital copy of this plan.

It is also important for residents, businesses and interested visitors to be aware of the provisions within this plan. Copies of the Township of Hilton Emergency Response Plan are available at the Municipal office or online at www.hiltontownship.ca.

REVISION AND TESTING

An exercise will be conducted annually in order to test the overall effectiveness of this Emergency Plan and to provide training to the Control Group. It is particularly important to test the effectiveness of the communications system. Revisions to this Plan should incorporate recommendations stemming from such exercises.

The Clerk will ensure that this Plan is reviewed annually and, where necessary, revised by a meeting of the Control Group. The Clerk will pass on changes to the Notification System to the Fire Chief, who will in turn ensure that CACC is aware of any changes.

Each time this Plan is revised, it must be approved by Council. However, revisions to the Appendices and minor administrative changes can be made without approval by Council each time.

PUBLIC AWARENESS AND PUBLIC EDUCATION

A Public Awareness Program provides generic information to the broader public to raise awareness about emergency management and suggests ways to reduce the risk of loss of life and property damage in the event of an emergency. Public Education provides focused information to a target audience to educate about protective actions to reduce the risk of life and property damage in the event of an emergency.

The Township of Hilton will provide Emergency information to it's residents by posting notices on the Township's website at www.hiltotownship.ca as well as posting notices and information in the Monthly newsletter.

The Township is also a member of the Vulnerable Persons Registry www.soovpr.com and encourage our residents to register at this site if you have a physical or other vulnerability. This will ensure that our First Responders will be able to identify and assist those residents who need priority assistance.

AFTER ACTION REVIEW

Following each incident where the EOC is activated, the Township will conduct an After- Action Review under the direction of the CEMC. The purpose of the AAR is to review primary actions taken throughout the incident, identify what worked well, what didn't and to make recommendations for future incident response activities.

2. PURPOSE OF THE PLAN

The purpose of this Plan is to present the basic principals for local emergencies and to indicate the responsibilities of the Municipality and of the Provincial and Federal Governments when and where necessary. Since the effects of an emergency will be felt directly at the municipal level and the first response will be undertaken by the Municipality, the following plan will be the official plan for any coordinated response to an emergency affecting this municipality by all services responsible.

The service area covered by this Plan shall include only the geographic limits of the Township of Hilton.

3. AUTHORITY

The authority for the development, content and implementation of the Emergency Response Plan is provided or referenced in the following legislation, regulation and policy statements:

- Emergency Management and Civil Protection Act (EMPCA) RSO 1990.
- Ontario Regulation 380/04; and
- Incident Management System (IMS) for Ontario Doctrine.

4. SCOPE

Emergency Management Ontario through Ontario Regulation 380/04 requires communities to conduct an assessment of risks faced within the community. The standard tool for evaluating these risks is known as a Hazard Identification and Risk Assessment (HIRA).

The risk assessment is based on a historic review of events that have occurred within the Township while determining the likelihood of impact of the event occurring again in the future.

Once this has been determined, the consequence of the event occurring again is evaluated. It is possible to have a potential incident that is unlikely to occur but carries with it severe consequences (plane crash) while it is also possible to have an incident that is very likely to occur with minimal consequences (severe thunder storm).

There are many types of emergencies that may affect the Township. The Township's HIRA has been identified in Appendix

5. CONFIDENTIALITY

The Municipal Freedom of Information and Protection of Privacy act (MFIPPA), RSO 1990, Chapter M.56 states that Municipal Emergency Response Plans are public documents excluding the annexes which are deemed confidential.

As stated in the MFIPPA:

Section 9(1) A Head of Council shall refuse to disclose a record if the disclosure could reasonably be expected to reveal information the institution has received in confidence from:

- a) The Government of Canada*
- b) The Government of Ontario or the Government of a Province or Territory in Canada*
- c) The Government of a Foreign Country or state*
- d) An agency of a government referred to in clause (a), (b), or (c) or*
- e) An international organization of states or a body of such an organization.*

Section 10 (a) A Head of Council shall refuse to disclose a record that reveals a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence implicitly or explicitly; if the disclosure could reasonably be expected to result in similar information no longer being

supplied to the institution where it is in the public interest that similar information continues to be so supplied.

Section 13 A Head of council may refuse to disclose a record when disclosure could reasonably be expected to seriously threaten the safety or health of an individual.

6. INCIDENT MANAGEMENT SYSTEM (IMS)

IMS provides for standardized organizational structures, functions, processes and terminology for use at all levels of emergency management in Ontario and is consistent with internationally recommended practices.

IMS provides a functional approach to emergency management and response. It allows for the utilization of available personnel to fulfill the required functional roles regardless of their normal day to day positions or assignments within the Township. Some functional requirements of the EOC are best suited to individuals who possess the required training, competency and professional skills to fulfill the functional responsibilities.

Every Municipality shall establish an Emergency Operations Centre (EOC) to be used by the Municipal Emergency Control Group in an emergency.

Emergency Operations Centre (EOC) Functional Process

1. Establish the Command Function
2. Prepare the Emergency Operations Centre
3. Begin information gathering process
4. Conduct initial Incident Briefing
5. Perform Planning Function – determine Primary Objectives and strategy – develop EOC Incident Action Plan and Operational Period.
6. Perform Logistics function
7. Perform Operations Function
8. Perform Finance and Administration Function
9. Evaluate, adjust and re-evaluate

Once established, the functions remain ongoing until the demobilization of the IMS structure and Command has been terminated.

OPERATING CYCLE

Members of the MECG will gather at regular intervals to inform each other of actions taken and problems encountered. The Clerk will establish the frequency of meetings and agenda items. Meeting will be kept as brief as possible thus allowing members to carry out their individual responsibilities. Status Boards and maps will be kept prominently displayed and up to date by the Operations Officer.

7. DECLARATION/TERMINATION OF AN EMERGENCY

In conformance with the Emergency Management Act, 2003, the Head of Council or Acting Head of Council of the Township of Hilton may declare that a state of emergency exists in the Township. The Head of Council or Acting Head of Council, or Council, or the Premier of Ontario, may, at any time, declare that an emergency has been terminated.

This authority is referenced under By-Law 1226-18 adopting the Emergency Plan for the Township of Hilton which is included as Appendix H and has been filed with the Office of the Fire Marshal and Emergency Management.

Upon declaring a state of emergency, the Head of Council or Acting Head of Council, will notify the:

- Provincial Emergency Operations Centre- Office of the Fire Marshall and Emergency Mgmt.
- Township Council
- Public:
- Neighbouring community officials, as required:
- Local member of Provincial Parliament (MPP);
- Local Member of Parliament (MP)

When terminating an emergency, the Head of Council or Acting Head of Council will notify the same.

When an emergency exists, but has not yet been declared to exist, community employees may take such actions under this emergency response plan as may be required to protect property and the health, safety and welfare of the Township of Hilton and its inhabitants.

8. EMERGENCY NOTIFICATION PROCEDURES

Only a member of the Municipal Emergency Control Group (MECG) may initiate the notification procedure. This plan will be implemented as soon as an emergency occurs which is considered to be of such a magnitude as to warrant its implementation.

- 8.1 To activate the notification system, one of the designated individuals will call the Emergency Dispatcher 9-1-1 giving all pertinent information.
- 8.2 Hilton Union Fire department will be paged to respond.
- 8.3 When a member of the MECG receives a warning of a real or potential emergency, that member will immediately initiate the notification of the MECG. The member initiating the call must provide pertinent details (i.e., Time and a place for MECG to meet) as part of the notification procedures. The contact phone numbers and addresses of the MECG members are contained in Appendix A. Persons on the contact list will be called in order.
- 8.4 If the primary person cannot be reached at any of the listed numbers, the alternate will be called. The time of attempted contact will be noted and recorded.
- 8.5 If neither can be reached, the next individual on the list will be called.
- 8.6 Once the end of the list has been reached, another attempt will be made to reach those who were not available.

9. COMPOSITION OF THE MUNICIPAL EMERGENCY CONTROL GROUP (MECG)

The emergency response will be directed and controlled by the Municipal Emergency Control Group (MECG) a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community. The MECG consists of the following:

Head of Council (or designated Alternate)

Clerk/Treasurer/Administrator (or designated Alternate)

Deputy Clerk/Treasurer (or designated Alternate)

The Fire Chief (or designated Alternate)

Public Works (or designated Alternate)

Community Emergency Management Coordinator (CEMC)

The MECG may function with only a limited number of persons depending upon the emergency. While the MECG may not require the presence of all the people listed as members of the control group, all members of the MECG must be notified.

Other resources to be contacted if needed:

Ontario Provincial Police (OPP)

Emergency Management Ontario representative

Medical Officer of Health

Canadian Red Cross

Staff from Provincial Ministries

10. RESPONSIBILITIES OF THE MUNICIPAL EMERGENCY CONTROL GROUP (MECG)

The Reeve of the Township of Hilton or the designated alternate may, on the advice of other members of the MECG, officially declare an emergency to exist and may, for the purpose of this plan, designate all or part of the Township as an "Emergency Area"

- Calling out and mobilizing their emergency service, agency and equipment.
- Coordinating and directing their services and ensuring that any actions necessary for the mitigation of the effects of the emergency are taken, provided they are not contrary to law.
- Determining if the location and composition of the EOC are appropriate.
- Identify Incident commander according to Incident Management protocols.
- Ensuring support to the IC by offering equipment, staff and resources as required.
- Identifying Vulnerable Persons in the Township

- Ordering, coordinating, and/or overseeing the evacuation of inhabitants considered to be in danger.
- Discontinuing utilities or services provided by public or private concerns as requested by the IC. (i.e., hydro, closing of businesses)
- Arranging for services and equipment from local agencies not under community control as requested (i.e., private contractors, industry, volunteer agencies, service clubs)
- Notifying, requesting assistance from and/or liaison with various levels of government and any public or private agencies not under community control, as considered necessary.
- Determining if additional volunteers are required and if appeals for volunteers are warranted.
- Determining if additional transport is required for evacuation or transport of persons and/or supplies.
- Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Officer for dissemination to the media and public.
- Determining the need to establish advisory groups and/or sub-committees/working groups for any aspect of the emergency including recovery.
- Authorizing expenditure of money required in dealing with the emergency.
- Notifying the service, agency or group under their direction of the termination of the emergency. Not to be terminated until recovery is complete.
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the Clerk within one week of the termination of the emergency or as required.

11. REQUESTS FOR ASSISTANCE

- 11.1 Assistance may be requested from Jocelyn Township or St. Joseph Township at any time by contacting Central Algoma Communications Centre. (CACC)
- 11.2 Should the Head of Council deem the resources of the Township of Hilton to be insufficient to control the emergency, the Head of Council may request that the mutual aid be activated.
- 11.3 Assistance may also be requested from the Province of Ontario at any time without any loss of control or authority. Such requests can be made by contacting the local office of the appropriate Provincial Ministry, or by contacting Emergency Management Ontario at any time.

Appendix A

INDIVIDUAL RESPONSIBILITIES OF THE MUNICIPAL EMERGENCY CONTROL GROUP (MECG)

HEAD OF COUNCIL

STANDARD OPERATING PROCEDURES

On the receipt of the warning of a real or potential emergency or disaster, the Head of Council of the Township of Hilton shall:

1. Report to the Emergency Operations Centre
2. Convene the Municipal Emergency Control Group
3. Assess the type, scope and magnitude of the emergency.
4. Coordinate media releases with appropriate input from staff.

The Head of Council (or alternate) for the Township of Hilton is responsible for:

- Providing overall leadership in responding to an emergency.
- Activating the Emergency notification system.
- Declaring an emergency within the designated area.
- Chairing meetings of the Municipal Emergency Control Group
- Notify the Provincial Emergency Operations Centre Duty Operations Officer (24/7) at: telephone 1-416-314-0472/73 or toll free 1-866-314-0472

Email: peocdo01@ontario.ca <http://www.ontario.ca/emo>

(If you experience any difficulty in contacting the PEOC officer, all the OPP Duty Officer at 705-356-2244 or toll free 1-888-3100-1122 or 911)

- Ensuring the members of Council are advised of the declaration and termination of an emergency and are kept informed of the emergency status.
- Requesting assistance from neighboring municipalities or senior levels of government when required.
- Placing municipal resources at the disposal of the IC as required or requested.
- Approving prepared media releases to keep the public informed.
- Coordinating with the Clerk all operations within the Emergency Operations Centre, including the scheduling of regular meetings.
- Ensuring that access to provincial funding, where available, is available as required.
- Overseeing the maintenance of a log of all actions taken.
- Declaring that the emergency has terminated (Note: Council may also terminate the emergency)

CLERK/TREASURER/ADMINISTRATOR

STANDARD OPERATING PROCEDURES

On receipt of the warning of a real or potential emergency or disaster the Clerk/Treasurer/Administrator shall:

1. Activate the MCEG call-out system in whole or in part.
2. Report to the Emergency Operations Centre
3. Assume the responsibilities of the Emergency Operations Centre Coordinator
4. Coordinate supply and demand of human resources
5. Head of Council and MCEG to coordinate the municipal response.

The Clerk/Treasurer/Administrator (or alternate) of the Township of Hilton is responsible for:

- Activating the emergency notification system
- Ensuring liaison with the OPP regarding security arrangements for the EOC.
- Advise the Head of Council on policies and procedures as requested.
- Approving, in conjunction with the Head of Council major announcements and media releases prepared by the Emergency Information Officer, in consultation with the MCEG
- Verify IMS is followed to verify an Incident Commander has been appointed if needed.
- Ensuring that a communication link is established between the MCEG and the IC.
- Calling out additional township staff to aid, as required.
- Determining if municipal resources are adequate or if additional resources are needed.
- Recommending when required, that assistance be requested from Provincial or Federal government.
- Advising the Head of Council of any necessary actions that should be taken that are not covered in the emergency plan.
- Coordinating the supply and demand of human resources
- Establishing the most appropriate site(s) for the registration of human resources and administrative details that may involve financial liability.
- Securing equipment and supplies not owned by the Township of Hilton.
- Ensuring liaison with purchasing agents of the neighbouring communities if necessary.
- Maintaining and updating a list of all vendors who may be required to provide supplies and equipment.
- Providing information, recommendations and advise on financial matters as they relate to the emergency.
- Liaising, if necessary, with Treasurers of neighbouring communities.
- Ensuring that accurate financial records are maintained to support possible claims.
- Ensuring prompt payment and settlement of all legitimate invoices and claims incurred during an emergency, subject to review by council.
- Maintaining a log of all actions taken.

DEPUTY CLERK/TREASURER

STANDARD OPERATING PROCEDURES

On receipt of the warning of a real or potential emergency or disaster the Deputy Clerk/Treasurer shall:

1. Activate the Emergency call-out system.
2. Report to the EOC.

The Deputy Clerk/Treasurer of the Township of Hilton is responsible for:

- Serving as the Emergency Information Officer (EIO)
- Assisting the Clerk as required.
- Ensuring all important decisions made and actions taken by the MECG are recorded
- Ensuring that maps and status boards are kept up to date.
- Providing a process for registering MECG members and maintaining a MECG member list.
- Notifying the required support and advisory staff of the emergency, and the location of the EOC.
- Initiating the opening, operation and staffing of phone lines at the community offices, as the situation dictates.
- Arranging for printing of material, as required.
- Coordinating the provision of clerical staff to assist in the Emergency Operations Centre, as required.
- Upon direction by the Head of Council, ensuring that all council are advised of the declaration and termination of declaration of the emergency.
- Upon direction by the Head of Council, arranging special meetings of council, as required, and advising members of Council of the date, time and location of the meetings.
- Procuring staff to assist as required.
- Coordinating and processing requests for human resources.
- Coordinating offers of, and appeals for, volunteers with the support of the MECG.
- Selecting the most appropriate site(s) for the registration of human resources.
- Ensuring a record of human resources and administrative detail, that may involve financial liability.
- Ensuring that a Volunteer Registration Form is completed, when volunteers are involved and a copy of the form is retained for township records.
- Ensuring identification cards are issued to volunteers and temporary employees where needed.
- Obtaining assistance, if necessary, from Human Resources Development Canada, as well as other government departments, public and private agencies and volunteer groups.
- Maintaining a log of all actions taken.

EMERGENCY INFORMATION OFFICER (EOI) WHEN REQUIRED

STANDARD OPERATING PROCEDURES

On receipt of the warning of a real or potential emergency or disaster the EIO shall:

1. Report to the Emergency Operations Centre.
2. Assist the Head of Council in all matters relating to public information.
3. Establish a media relations centre.

The Deputy Clerk will serve as the EOI.

The EOI of the Township of Hilton is responsible for:

- Obtaining and distributing media releases approved by the Head of Council.
- Establishing a media relations centre.
- Liaison Ing with media for specific needs.
- Arranging for timely releases and conferences.
- Maintaining a log of all actions taken.

FIRE CHIEF

STANDARD OPERATING PROCEDURES

On receipt of the warning of a real or potential emergency or disaster, the Fire Chief shall:

1. Activate the departments emergency call-out system.
2. Report to the Emergency Operations Centre (EOC) when not required at the emergency scene.
3. Activate Mutual Aid if required.
4. Coordinate firefighting and rescue operations.

The Fire Chief (or alternate) of the Township of Hilton is responsible for:

- Activating the emergency notification system.
- Providing the MCEG with information and advice on fire fighting and rescue matters.
- Contacting IC and informing the MCEG
- Establishing an ongoing communications link with the IC at the scene of the emergency.
- Informing the Mutual Aid Fire Coordinators and/or initiate mutual aid arrangements for the provision of additional firefighters and equipment, if needed.
- Determining if additional or special equipment is needed and recommending possible sources of supply (i.e., breathing apparatus, protective clothing). Have MCEG provide requested supplies.
- Aiding other community departments and agencies, being prepared to take charge of or contribute to non-firefighting operations if necessary (i.e., first aid, rescue, casualty collection or evacuation)
- Coordinating firefighting operations.
- Ensuring that dangerous goods support agencies are contacted as required.
- Maintaining a log of all actions taken.

PUBLIC WORKS

STANDARD OPERATING PROCEDURES

1. Report to the Emergency Operations Centre
2. Coordinate operations of all matters pertaining to the public works department and equipment as required.

Public Works of the Township of Hilton is responsible for:

- Reporting to the EOC.
- Providing the MECG with information and advice on engineering and public works matters.
- Ensuring Liaison with public works from the neighbouring communities to ensure a coordinated response.
- Ensuring the provision of engineering assistance.
- Providing equipment for emergency pumping operations.
- Ensuring liaison with the fire chief concerning emergency water supplies for firefighting purposes.
- Providing public works vehicles and equipment as required by any other emergency services.
- Activating additional equipment, supplies and personnel as required or requested.
- Arranging for disconnecting of any services (utilities) that represent a hazard.
- Aiding in cleanup of operations
- Providing barricades and flashers.
- Providing emergency back-up power when required.
- Maintaining a log of all actions taken.

Appendix B

COMMUNITY PARTNERS ABLE TO PROVIDE ASSISTANCE TO MECG UPON REQUEST

ONTARIO PROVINCIAL POLICE

OPP is responsible for:

- all emergency activities as per OPP operational guidelines.
- Securing the site of an accident.
- Controlling and, if necessary, dispersing crowds within emergency area and preventing looting.
- Controlling and facilitating the movement of emergency vehicles to and from the emergency scene.
- Arranging, when necessary, for additional police assistance from surrounding Police departments, RCMP or the Canadian Armed Forces.
- Keeping the EOC secure and free from non MECG members.

MEDICAL OFFICER OF HEALTH

The Medical officer of Health is responsible for:

- Coordinating link for all emergency health services at the MECG.
- Ensuring liaison with the Ontario Ministry of Health and Long-term care, Public Health branch.
- Maintaining a log of all actions taken.

THE CANADIAN RED CROSS

The responsibilities of the Canadian Red Cross Society (Sault & District Branch) during an emergency or disaster are to:

- Appoint Red Cross staff to MECG if required.
- Activate the Society's emergency alerting or call-out system.
- Provide the following social services:
 - a) Emergency feeding
 - b) Emergency clothing
 - c) Emergency lodging
 - d) Registration and inquiry
 - e) Provision of Home Makers as required
 - f) Supply of needs assessment
- Coordinate in cooperation with the activities of other volunteer social service agencies.
- Maintain records for financial accountability to the municipality.
- Maintain a log of all actions taken.

Appendix C

DISTRIBUTION LIST

HARD COPY – HC DIGITAL – D

	HC	D	Date Distributed
Head of Council	1	1	
Canadian Red Cross	0	1	
Clerk	3	1	
Emergency Operations Centre (Primary)	1	0	
Emergency Operations Centre (Secondary)	1	0	
Fire Chief	1	1	
Medical Officer of Health	0	1	
Algoma Public Health	0	1	
Municipal Council	4	4	
Police (OPP)	0	1	
Public Works	1	1	
Chief Emergency Management Ontario	1	1	
Ministry of Solicitor General	0	1	
Ministry of Natural Resources	0	1	
Ministry of Transportation	0	1	
Ministry of Social Services	0	1	
Ministry of Environment	0	1	
OFMEM Field Officer	1	1	
Other- as requested			

All dates of plan revisions to be recorded and verified that members of distribution list have been sent copies of revised plan.

Appendix D

Emergency Management Program Committee (Chair- Clerk/Treasurer/Administrator)

POSITION	NAME	HOME PHONE #	CELL #- WORK	EMAIL
Head of Council	Rodney Wood	705-246-1810	705-246-2475-w	admin@hiltontownship.ca
Clerk/Treasurer/Admin	Mary Lynn Duguay	705-989-6461	705-989-6461	Dreamacres241@hotmail.com
Fire Chief	Lyndon Garside	705-246-1172	705-542-3146-c	lynandgayle@gmail.com
CEMC	Jeff Edwards	705-849-7226	705-849-7226	info@phoenixemergencymanagement.com
Public Works	Lyndon Garside	705-246-1172	705-542-3146-c	lynandgayle@gmail.com

Municipal Emergency Control Group (Chair- Head of Council)

POSITION	NAME	HOME PHONE #	CELL #- WORK	EMAIL
Head of Council	Rodney Wood	705-246-1810	705-246-2475-w	admin@hiltontownship.ca
Clerk/Treasurer/Admin	Mary Lynn Duguay	705-989-6461	705-989-6461	Dreamacres241@hotmail.com
Deputy Clerk/Treasurer	Sara Dinsdale			Sara.33@shaw.ca
Fire Chief	Lyndon Garside	705-246-1172	705-542-3146-c	lynandgayle@gmail.com
CEMC	Jeff Edwards	705-849-7226	705-846-7226	info@phoenixemergencymanagement.com
Public Works	Lyndon Garside	705-243-1172	705-542-3146	lynandgayle@gmail.com

Notify the Provincial Emergency Operations Centre, Duty Operations Officer (24/7) at:

Telephone 1-416-314-0472/73 or Toll free 1-866-314-0472 fax 416-314-6220

Email – peocdo01@ontario.ca <http://www.ontario.ca/emo>

(If you experience any difficulty in contacting the PEOC Officer, call the OPP Duty Officer at 705-356-2244 or toll free 1-888-3100-1122 or 911)

Appendix E

Local Municipal Government

NAME	BUSINESS	24-HOUR	FAX/email
Councillor Mike Garside	705-246-1398		thegarside@gmail.com
Councillor Dave Leask	705-246-1059		djleask@sympatico.ca
Councillor Mike Trainor	249-525-8575		Mike.trainor@hiltontownship.ca
Councillor Janet Gordainier	519-940-6177		Janet.gordainier@hiltontownship.ca
Hilton Beach	705-246-2242		705-246-2913
Twp. Of St. Joseph	705-246-2625		705-246-3142
Twp. Of Jocelyn	705-246-2025		705-246-3282
Township of Tarbutt	705-782-6776	705-782-6776	705-782-4247
Johnson Twp.	705-782-6601	705-782-6601	705-782-6780
Laird Twp.	705-248-2395	705-248-2317	705-248-1138
Garden River FN	705-946-6300		
Sault Ste. Marie	705-541-5173		705-949-2341

Provincial Government

NAME	BUSINESS	24-HOUR	FAX
OPP	705-945-6316	888-310-1122	705-945-6797
Transportation-Sudbury Patrol Yard	1-800-461-9523	705-522-9380	
Transportation-Thessalon Patrol Yard	705-842-3012	705-842-3012	705-842-0468
Transportation-Echo Bay Patrol Yard	705-248-2641	705-541-8509 - cell	
Workplace Safety & Insurance Board	416-942-3002		

Local Key Contacts

NAME	BUSINESS	24-HOUR	FAX
Vulnerable Persons Registry	Phone: 1(705) 942-7927 Ex: 3041 Toll Free: 1(866) 353-0697 Email: smaki@soovpr.com		
St. Joseph Island Public School	705-246-2618		705-246-0511
Algoma District School Board	705-945-7111	705-946-7994	705-942-2540
Algoma Health Unit	705-759-5287	705-759-5287	705-759-1534
Matthews Memorial Hospital (St. Joes)	705-246-2570	705-246-2570	705-246-2569
Sault Area Hospital	705-759-3434	705-759-3434	705-759-3708
Group Health Centre	705-759-1234	705-759-1234	705-759-5659
Canadian Red Cross-SSM	705-759-4547	705-759-4547	705-759-3082
Superior Propane	1-877-873-7467		
Island Timber Mart	705-246-2475	705-246-2475	705-246-2979
St. Joseph Island Trading Post	705-782-4359		
Gilbertson's Enterprises	705-246-2076		

CRITICAL INFRASTRUCTURE

There are 9 Critical Infrastructure which includes:

- Food and Water (food distribution, transportation, wells and Septic)
- Electricity (power generation stations, transformer stations, lines and towers, substations)
- Gas and Oil (distribution networks)
- Transportation (Roads, snow removal equipment, bridges)
- Health Care (Hospitals, Clinics, pharmacies, EMS,)
- Communications Systems (911, EMS dispatch, Microwave towers, wireless networks, television and radio, Canada Post/Courier services)
- Financial Institutions (Banks, Credit unions, ATMs interact)
- Public Safety and Security (Emergency Operations Centers, Fire, Police, Evacuation centers)
- Continuity of Government (Council, delegation of authority)

These 9 Critical Infrastructure sectors are presented in no order of importance or priority. Most of these sectors are privately owned and do not fall under the jurisdiction of a municipality. Ownership should be identified of all the non-municipal critical infrastructure and relationships should be fostered with the owners so that a close liaison may be achieved during emergency events. It is not the Township's obligation to provide assurance plans or programs for Critical infrastructure that it does not own or operate.

Municipal Infrastructure Contacts

Sector	Type of Infrastructure	Component	Agency or Owner	Contact Information	Additional Information	
Transportation	Bridge, Highways and Roads	Hwy 548	Ontario Ministry of Transportation	Ledcor 905-673-0009	Website	
		Hwy 17	same			
		Secondary Rds.	Township	705-246-2472	Website	
Government	Municipal and Township	Hilton Township	Hilton Township	705-246-2472		
	Provincial	Agriculture and Foods	Ministry of Agriculture and Foods	1-877-424-1300		
		Legal	Ministry of Attorney General	1-416-326-2220		
		Social Services	Ministry of Comm. And Social Services	705-541-2100	Website	
		Technical Standards	Ministry of Technical Standards and Safety	416-325-2000 1-877-682-8772	Emergency Spills-416-325-3000	
		Environment	Ministry of Environment	1-800-965-9990	Spills Action Centre- 1-800-268-6060	
		Health	Ministry of Health	705-759-1702 705-946-6600 24 hr		
		Natural Resources	Ministry of Natural Resources	705-941-1231 Blind River-705-356-2234		
		Federal	Search and Rescue	Marine Rescue and Coord.	1-800-267-7270	
			Marine Emergencies	Canadian Coast Guard	1-800-265-0237	
		Communications	Communications Canada	1-800-461-0807		
		Environment	Environment Canada	705-759-5740		

				1-416-346-1971	
		Transportation	Transport Canada	1-888-231-2330 1-416-954-5320	
Communication	911 Dispatch				
	Land Lines	Bell Canada	611		
	Television	Regional News	MCTV- Sudbury	705-674-0110	705-673-0730 24 hr
	Radio	Q104		705-949-7104	
		Newsroom	CBC Sudbury	705-688-3240	1-800-461-1138
	Newspaper	Daily	Sault Star	705-759-3030	705-759-3037 24 hr
		Weekly	North Shore Sentinal	705-842-2504	705-542-2552 24 hr
		Weekly	Island Clippings	705-246-7678	
Electrical	Electrical Transmission and Distribution	Local distribution	Hydro One	Power outage & Emergencies 1-800-434-1235	1-888-664-9376
	Transmission	Local Distribution	Algoma Power	1-844-901-9473	Clerk Only 1-844-319-3614
Propane			Superior Propane	1-877-873-7467	
			McDougall Fuels	705-949-6202	1-800-461-0512
IT		Encompass IT	705-525-0558	Mark 705-561-5477	Glen 705-665-6819

Appendix F

DECLARATION OF AN EMERGENCY

(TEMPLATE)

Municipality: The Township of Hilton

I, Reeve _____ hereby declare a state of local Emergency in accordance with the Emergency Management and Civil Protection Act., R.S.O. 1990, c E.9 s.4(1) due to the emergency described herein: (nature of emergency)

for an Emergency Area or part thereof described as: (geographic boundary)

In the Municipality of: Township of Hilton

A copy of this declaration is to be forwarded to OFMEM Duty Operations Officer

Tel. – 1-866-314-0472 Email: pencdo01@ontario.ca Fax (416)314-6220 or (416)314-0474

Appendix G

TERMINATION OF A DECLARED EMERGENCY

(TEMPLATE)

Municipality: The Township of Hilton

I, Reeve _____ hereby declare a state of local Emergency terminated in accordance with the Emergency Management and Civil Protection Act, R.S.O. 1990, c E.9 S.4. (1) due to the emergency described herein: (nature of emergency)

For an Emergency Area or part thereof described as: (geographic boundary)

Signed: _____

Title: _____

Dated _____ at _____ (time)

In the Municipality of: The Township of Hilton

A copy of this declaration is to be forwarded to OFMEM Duty Operations Officer

Tel. – 1-866-314-0472 Email: pencdo01@ontario.ca Fax (416)314-6220 or (416)314-0474

Appendix H

EMERGENCY PUBLIC NOTIFICATION FORM

(TEMPLATE)

Date of Media Release: _____

The Township of Hilton has issued an Emergency Public Notifications to the residents of the Township due to: (insert nature of emergency- who/what/where)

Residents (and businesses- if applicable) located in (indicate area of the Township, streets or local zones) are instructed to:

- a) Shelter in Place (provide instructions for sheltering in place)
- b) Evacuate to: (designated reception centre) via (identified evacuation route)
- c) Take refuge in a safe location _____ (depending on the nature of the event may be an interior basement room or interior upper- level room) and await further instructions.

The Township has emergency plans in place to cope with emergencies and trained personnel are working diligently to respond to the emergency situation at this time. Members of the public are encouraged to tune into local media (indicate which radio or TV stations) and the Township website at www.townshipofhilton.ca for more important information regarding the emergency.

- ❖ If an evacuation is required, _____ (provide instructions for evacuating and any transportation guidelines)
- ❖ If you do not have the means to self evacuate, post a large sign in a visible location from the road with the word “HELP” written in large letters or call _____ (designated general inquiry line) for assistance.
- ❖ During school hours, if parents need to pick up their children at the school’s designated Emergency Shelter Location, please check with the local school.

Next Media update _____ (indicate date/time of the next media update.)

Media inquiries should be directed to: (insert name), Emergency Information Officer.

Appendix I

MEDIA RELEASE – STATE OF EMERGENCY (TEMPLATE)

The Township of Hilton has declared a Local State of Emergency on

DATE:

TIME:

This Declaration of Emergency is authorized under the Ontario Emergency Management and Civil Protection Act and under the Township of Hilton By-law No.

The Township has trained personnel who are responding to the emergency. A general inquiry line for residents has been set up at [\(insert general inquiry line number\(s\)\)](#).

Residents should stay tuned to local websites, radio stations and TV channels for more information.

Media inquiries may be directed to:

[\(Insert Name\)](#) Emergency Information Officer at [\(insert Contact number\(s\)\)](#)

Appendix J

INCIDENT ACTION PLAN (TEMPLATE)

Incident Name:

Operational Period: FROM:

TO:

Date IAP Valid:

Impact to Township Services (list):

1. Objectives

2. Weather (date/time issued)

<i>Temperature</i>	<i>Relative Humidity</i>	<i>Wind Speed (direction)</i>	<i>Precipitation (mm/cm)</i>
--------------------	--------------------------	-------------------------------	------------------------------

Weather Forecast (next 2-3 days):

Extended Weather Outlook (next 5-7 days):

3. Priorities for the Day (list, be specific)

4. Assignments (list, be specific)

5. Resources Required (list, be specific)

6. Safety

7. Attachments - Item attached? Description map, organization chart, other (list)

8. Cooperating Agencies (list)

9. Vulnerable Persons

10. Other Concerns (Pets, Livestock etc.)

11. Approval

Prepared by:

Approved By: Incident Commander

Appendix K

After Action Review (AAR)

(TEMPLATE)

Incident:

Incident Date(s):

Location:

AAR Meeting Date/Time:

In Attendance:

Regrets:

Chronology of Events (list):

Section Reports (list highlights as applicable):

- **Command**
- **Information Officer**
- **Liaison Officer**
- **Safety Officer**
- **Operations Section**
- **Plans Section**
- **Logistics Section**
- **Finance/Administration Section**

Action Items (be specific)

Other Comments:

Meeting Adjourned at:

Appendix L

TOWNSHIP OF HILTON EVACUATION PLAN

Purpose

The purpose of an emergency evacuation plan is to ensure the safety of residents during an emergency. Since the nature of the emergency can't be known beforehand, the Township of Hilton has a duty to protect residents regardless of what may happen. In the event of an evacuation the Volunteer Fire Department in conjunction with the operational guidance of the Ontario Provincial Police will oversee the evacuation.

Types of Emergencies to Prepare For

According to the Hazard Identification and Risk Assessment ranking (HIRA) of the Township of Hilton, the most probable emergencies will take place due to a weather event. This could be a snowstorm/blizzard, extreme temperatures (hot or cold), windstorm, or losing electrical power.

Each household in the Township of Hilton is expected to be prepared and have accessible a **72- hour emergency kit which should include:**

- Non-perishable food – 3 day to one week supply - with a manual can opener
- Water – four liters/person/day for drinking and sanitation (don't forget pets!)
- Phone charger, power bank or inverter
- Battery powered or hand crank radio
- Battery powered or hand crank flashlight
- Extra Batteries
- First aid kit and medications
- Personal toiletries and items (such as extra pair of glasses or contacts lenses)
- Copy of emergency plan
- Copies of important documents, such as insurance papers and identification
- Cash in small bills
- Garbage bags and moist towelettes for personal sanitation
- Seasonal clothing, sturdy footwear and emergency blankets.
- Denture needs and Hearing Aid batteries
- Formula, diapers, bottles
- Pet food and water, collar, ID tag, leashes, pet carrier
- Whistle
- Help/OK sign (attached) – display the appropriate side outward in your window during a disaster.

Residents should also assemble a:

Grab -and-go-bag

- Food (ready to eat) and water
- Phone charger and battery bank
- Small battery powered or hand crank radio
- Battery powered or hand crank flashlight

- Extra batteries
- Small first aid kit and personal medications
- Personal toiletries and items, such as an extra pair of glasses or contact lenses
- Copy of emergency plan
- Copies of important documents, such as insurance papers and identification.
- Cash in small bills
- Local map with family meeting place identified
- Seasonal clothing and emergency blanket
- Pen and notepad
- Whistle

When is Evacuation Needed?

Any type of emergency may require an evacuation. This decision is decided on a case-by-case basis. The Emergency Operation Centre members must assess the vulnerability of their residents to the different types of emergencies.

What to do if an **Evacuation Alert** has been issued:

1. Gather your Grab and Go bag for emergencies
2. Keep track of the location of all family members and determine a planned meeting place should an evacuation be called while separated.
3. Immediately relocate large pets and livestock to an area outside of the evacuation alert.
4. Arrange accommodation for your family in the event of an evacuation. Evacuation Centre for The Township of Hilton is at the **Royal Canadian Legion Branch, 1534 10th Side Rd. Richards Landing, ON P0R 1J0 Phone: 705-246-2494**

What to do if an **Evacuation Order** has been issued:

1. **YOU MUST LEAVE THE AREA IMMEDIATELY.** It is imperative that you report to the Evacuation center (**Royal Canadian Legion, 1534 10th Side Rd., Richards Landing, ON P0R 1J0 Phone: 705-246-2494**) or follow instructions provided by the Emergency Operations Centre. Reporting to the Evacuation center or following instructions provided, facilitates contact by concerned friends or relative, and in matching separated family members.
2. If you need transportation to evacuate, advice the Emergency Operations Centre.
3. Close all doors and windows in your home. Leave gates unlocked and clear driveways for firefighter access.
4. Take your Grab and Go bag for emergencies. Re-admission is not permitted until the order is lifted.
5. Follow directions of emergency personnel and obey traffic directions.

NGO ALLIANCE of ONTARIO CONTINUUM

	PREPAREDNESS	RESPONSE	RECOVERY	REBUILDING
	<ul style="list-style-type: none"> Public messaging as a trusted agent Deliver public education to help communities prepare for disasters Help build resiliency Joint exercises and playing with communities 	<ul style="list-style-type: none"> Registration, Family reunification, Emergency food, clothing and shelter services, medical care and psychosocial support Reception Center and Shelter Management province-wide Coordinate with all levels of government Volunteer management and mobilization 	<ul style="list-style-type: none"> Support to self-recovery (direct aid and commodity initiatives), shelter and lodging services, and supports, Livelihood and small business support Cash management, cash transfer programs, community grant programs and community engagement Donation management Volunteer management 	<ul style="list-style-type: none"> Ongoing Case Management (as required)
	<ul style="list-style-type: none"> Training (internal curriculum & through EMO) Participation in joint exercises Request deployment & conditioning Integration in routine response procedures with partner agencies Public messaging as a trusted agent 	<ul style="list-style-type: none"> Mass Feeding Spiritual & Emotional Care Critical Incident Stress Management (CISM) Debriefings Clothing Distribution 	<ul style="list-style-type: none"> Feeding (Survivors, Responders and Volunteers) CISM Debriefings (as needed) Clothing Distribution 	
	<ul style="list-style-type: none"> Lighthouse Church & Teams Program Training of Site Leadership Public messaging as a trusted agent 	<ul style="list-style-type: none"> Disaster Assessment Team Deployment Deployment of Leadership Teams and Assets Engagement with Provincial & Regional EM Coordinators Engagement with Municipal EM Coordinators & ESS 	<ul style="list-style-type: none"> Home & Property Clean-Up and Restoration Road Tarping Food Assistance (Food events) Epidemiological Management Rapid Response Challenge 	<ul style="list-style-type: none"> Assist Long Term Recovery Organizations to develop defensible recovery systems and programs Assist LTRIO with initial Case Management information
	<ul style="list-style-type: none"> Public messaging as a trusted agent Create study material Preparation for Disaster 	<ul style="list-style-type: none"> MDS inclusive assess disaster situation to determine response needs in collaboration with partner agencies Volunteers with equipment and volunteers 	<ul style="list-style-type: none"> Clean-up and debris removal of residences after flood & windstorms Works in collaboration with partner agencies Inventory assessment & physical & emotional support 	<ul style="list-style-type: none"> Repair and rebuilding of owner-occupied homes after floods, windstorms and fires if owner cannot with own resources Collaboration and nurturing of Long-Term Recovery Orgs. MDS does not supply building supplies
	<ul style="list-style-type: none"> Regional Managers (USA & Canada) meet semi-annually Personal Resource Management allocations aligned Public messaging as a trusted agent Monthly coordination calls 	<ul style="list-style-type: none"> Regional Managers assess disaster situation (where if possible) to determine how World Renew could respond 	<ul style="list-style-type: none"> Volunteer Support for Clean-Up efforts (usually in partnership with SPC or MDS) 	<ul style="list-style-type: none"> Assist in minor or major repairs and home rebuilding Provide community needs assessment Assist Long Term Recovery Organizations to develop defensible recovery systems and programs
	<ul style="list-style-type: none"> Internal / External Exercises Public education, training and products (involving a personal self-reliance and community resiliency) Public messaging as a trusted agent 	<ul style="list-style-type: none"> Evaluation Centre First Aid Medical first response and health care support services Assisting with transportation of ill, injured or vulnerable persons Health-related screening and residential inspections Assist in the evacuation of hospitals and other health care facilities 	<ul style="list-style-type: none"> Assisting in the search for missing or lost persons 	
	<ul style="list-style-type: none"> Public messaging as a trusted agent Provide communities and individuals with awareness and education on being prepared for emergency situations 	<ul style="list-style-type: none"> Deploy a team of professionals to assist with: sheltering and evacuating animals 	<ul style="list-style-type: none"> Will assist in the reunification of animals and their owners 	
	<ul style="list-style-type: none"> Public messaging as a trusted agent Personal preparedness workshops for members Church preparedness and safety plans Volunteer training and equipping 	<ul style="list-style-type: none"> Linked donation management Crisis Crisis (trauma) counselling Volunteer management 	<ul style="list-style-type: none"> Linked donation management Crisis Care (trauma counselling) Volunteer management 	
	<ul style="list-style-type: none"> Hazard Mitigation (Fire, Flood) Incident Management Training (ICS and IAMS) Crisis Preparedness Training 	<ul style="list-style-type: none"> Incident Management Assistance Teams Crisis Planning Rapid Damage and Impact Assessment Disaster Mapping Spontaneous Volunteer Management (Type 4 - Emergent Groups) 	<ul style="list-style-type: none"> Work Order Management Infrastructure Support, Mud Remediation Debris Removal / Expedient Home Repairs Incident Management Assistance Team 	<ul style="list-style-type: none"> Assist long term recovery organizations
	<ul style="list-style-type: none"> Public messaging as a trusted agent Personal preparedness workshops for Chapter Teams 	<ul style="list-style-type: none"> Donation management - clothing and furniture 	<ul style="list-style-type: none"> Donation management - clothing and furniture 	
	<ul style="list-style-type: none"> Public messaging as a trusted agent Joint Exercises Maintain stockpile of water purification equipment (tablets, sandstrapping equipment, water purification units) 	<ul style="list-style-type: none"> Water, Food, Shelter ResQ UAV drone support Sandstrapping equipment support Rescue equipment (boats & UTVs) Non-Food Items 	<ul style="list-style-type: none"> Mucking and mold remediation Case Management Supply chain support Distribution Management 	<ul style="list-style-type: none"> Responsive programming - focus on local job creation

Guiding Principles

- Maintain a reliable, credible and respected Alliance for members, municipalities, the Province and other stakeholders to access and share information
- Provide NGO executive members the opportunity to participate in the emergency response network committees and initiatives within Ontario where possible
- Redirect calls to NGO Council members and other stakeholders for support and to provide assistance in times of disaster and emergencies within Ontario
- Develop working relationships with other NGO members, municipalities, the Province and additional stakeholders
- Broadly communicate NGO member capacity by maintaining a current NGO Alliance of Ontario Handbook, Continuum Infographic and website

Appendix N

Continuity of Operations Plan

Introduction

In addition to the Township's role in providing support to the community, as an organization, it must prepare itself to ensure that it can remain in operation during a community emergency and then restore itself and services to pre-emergency conditions. Through its business continuity and recovery actions, the Township must ensure that it is able to:

- ☐ maintain its workforce in terms of sufficient staff availability
- ☐ health and safety of the employees
- ☐ provide sufficient physical and financial resources
- ☐ ensure communications/data infrastructure remains operational

This Section shall provide some basic guidelines to follow while ensuring the continuity of Township operations.

Human Resources

The availability of adequate numbers of human resources ranks very high in priority in terms of maintaining continuity of operations for the Township. In summary, without its staff, the Township of Hilton will not be able to adequately provide its essential emergency related services or its reduced routine services that may be offered during a community emergency. The Clerk/Treasurer/Administrator is responsible to oversee the Human Resources functions.

Communications/Data Resources

The maintenance of the Township's communications and data resources such as the telephone and computer systems is vitally important. Retaining the use of the primary systems is essential for emergency management functions and the continuation of normal Township services, even under conditions where some elimination of normal services occurs. The Information Technology contacts will assist the MECG in ensuring that the primary and secondary systems and services are maintained during a community emergency.

Facilities

During a community emergency, Township facilities will require special attention due to the limitation of some services and the closure of some buildings. Meanwhile, the maintenance and ongoing operation of other facilities will require more effort. During a power failure, the standby electrical generators will need to be

supervised and their fuel supplies maintained. The Township's facilities that remain open for other use will also require ongoing maintenance and in some cases special set-up arrangements to ready them for use during a community emergency.

Financial Resources

During a community emergency, some high-level decisions and subsequent actions will be required to ensure that financial matters are being dealt with in an effective and efficient manner. The availability of operating funds and other financial functions such as accounting and supply/services is important to ensure that adequate resources are acquired to manage and respond to the emergency and for the purpose of maintaining accurate records of the transactions. Payroll is another example of a service that will need to be addressed as part of managing the financial issues during a community emergency. During an emergency, the Township's Procurement policy will be suspended.

Ongoing Essential Services

During a community emergency a decision will need to be made by the MECG on the continuation of non-essential services such as recreation programs, planning/building, etc. The continuation and even enhancement of essential services must be a high priority for the MECG. Fire Services and municipal roads maintenance are two matters that must be considered primary services that require continuation and specific actions that will be overseen by the MECG to ensure continuity of services to the community.

Corporate Recovery

In addition to overseeing community recovery efforts, the Township will need to address its own recovery from the emergency to restore its losses and resume the provision of normal services. Based on the type of event and its magnitude, the MECG should develop a recovery action plan to direct the actions of restoring normal Township business.

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Snowstorm / Blizzard	6	Almost Certain	2	Slight	2	24	Moderate
Extreme Temperatures - Heat Wave	6	Almost Certain	1	FALSE	2	12	Low
Extreme Temperatures - Cold Wave	6	Almost Certain	1	FALSE	2	12	Low
Windstorm	6	Almost Certain	1	Minor	2	12	Low
Critical Infrastructure Failure	6	Almost Certain	1	Minor	2	12	Low
Energy Emergency (Supply)	6	Almost Certain	1	Minor	2	12	Low
Explosion / Fire	6	Almost Certain	1	Minor	2	12	Low
Cyber Attack	6	Almost Certain	1	Minor	2	12	Low

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Special Event	6	Almost Certain	1	FALSE	2	12	Low
Freezing Rain / Ice Storm	6	Almost Certain	1	Minor	2	12	Low
Forest / Wildland Fire	4	Probable	1	Minor	2	8	Very Low
Building / Structure Collapse	2	Very Unlikely	1	Minor	2	4	Very Low
Earthquake	1	Rare	1	FALSE	2	2	Very Low
Farm Animal Disease	1	Rare	1	Minor	2	2	Very Low
Drought / Low Water	1	Rare	1	Minor	2	2	Very Low
Food Emergency	1	Rare	1	Minor	2	2	Very Low

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Plant Disease and Pest Infestation	1	Rare	1	FALSE	2	2	Very Low
Drinking Water Emergency	1	Rare	1	FALSE	2	2	Very Low
Erosion	1	Rare	1	FALSE	2	2	Very Low
Flood - Riverine	1	Rare	1	FALSE	2	2	Very Low
Flood - Seiche	1	Rare	1	FALSE	2	2	Very Low
Flood - Storm Surge	1	Rare	1	FALSE	2	2	Very Low
Flood - Urban	1	Rare	1	FALSE	2	2	Very Low
Fog	1	Rare	1	FALSE	2	2	Very Low

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Geomagnetic Storm	1	Rare	1	FALSE	2	2	Very Low
Hail	1	Rare	1	Minor	2	2	Very Low
Human Health Emergency - Epidemic	1	Rare	1	Minor	2	2	Very Low
Human Health Emergency - Pandemic	1	Rare	1	FALSE	2	2	Very Low
Hurricane	1	Rare	1	FALSE	2	2	Very Low
Land Subsidence	1	Rare	1	FALSE	2	2	Very Low
Landslide	1	Rare	1	FALSE	2	2	Very Low
Lightning	1	Rare	1	FALSE	2	2	Very Low

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Natural Space Object Crash	1	Rare	1	FALSE	2	2	Very Low
Tornado	1	Rare	1	Minor	2	2	Very Low
Dam Failure	1	Rare	1	FALSE	2	2	Very Low
Hazardous Materials Incident / Spills - Fixed Site Incident	1	Rare	1	FALSE	2	2	Very Low
Hazardous Materials Incident / Spills - Transportation Incident	1	Rare	1	Minor	2	2	Very Low
Human-Made Space Object Crash	1	Rare	1	FALSE	2	2	Very Low
Mine Emergency	1	Rare	1	FALSE	2	2	Very Low
Nuclear Facility Emergency	1	Rare	1	FALSE	2	2	Very Low

Hazard Identification and Risk Assessment Ranking

To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Oil / Natural Gas Emergency	1	Rare	1	FALSE	2	2	Very Low
Radiological Emergency	1	Rare	1	FALSE	2	2	Very Low
Transportation Emergency - Air	1	Rare	1	FALSE	2	2	Very Low
Transportation Emergency - Marine	1	Rare	1	Minor	2	2	Very Low
Transportation Emergency - Rail	1	Rare	1	FALSE	2	2	Very Low
Transportation Emergency - Road	1	Rare	1	FALSE	2	2	Very Low
Civil Disorder	1	Rare	1	FALSE	2	2	Very Low
Sabotage	1	Rare	1	FALSE	2	2	Very Low

Hazard Identification and Risk Assessment Ranking

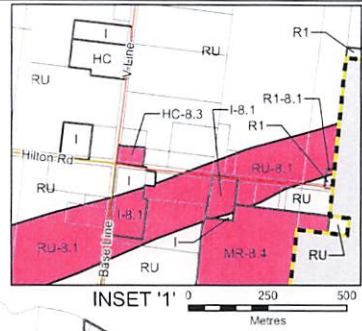
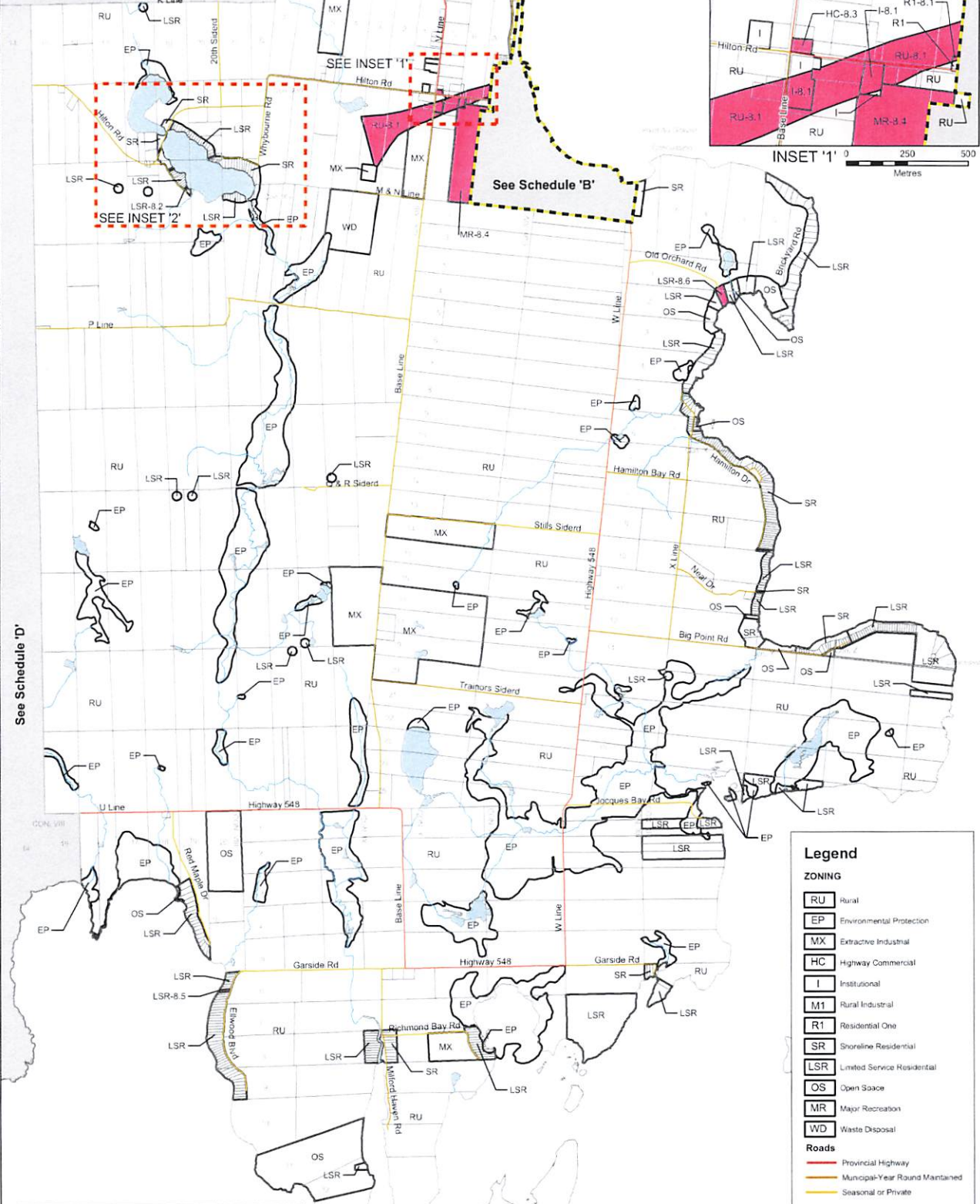
To update the order of the ranking: CTRL+SHIFT+R

**Hilton
Township**

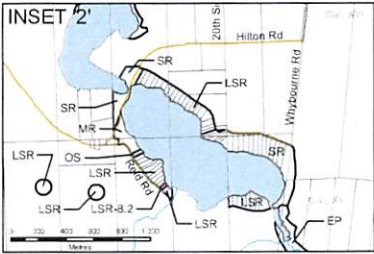
Hazard	Frequency	Frequency Category	Consequence	Consequence Description	Changing Risk	RISK TOTAL <i>(Frequency x Consequence x Changing Risk)</i>	Level of Risk
Terrorism / CBRNE	1	Rare	1	FALSE	2	2	Very Low
War & International Emergency	1	Rare	1	FALSE	2	2	Very Low

**St. Joseph Island Zoning Bylaw
Township of Hilton
Schedule 'C'**

See Schedule 'A-2'



See Schedule 'D'



Legend

ZONING

- RU** Rural
- EP** Environmental Protection
- MX** Extractive Industrial
- HC** Highway Commercial
- I** Institutional
- M1** Rural Industrial
- R1** Residential One
- SR** Shoreline Residential
- LSR** Limited Service Residential
- OS** Open Space
- MR** Major Recreation
- WD** Waste Disposal

Roads

- Provincial Highway
- Municipal-Year Round Maintained
- Seasonal or Private

This is Schedule 'C' to By-law 2011 - _____
Passed this ____ day of _____, 2011

Reeve/Mayor _____ Clerk _____

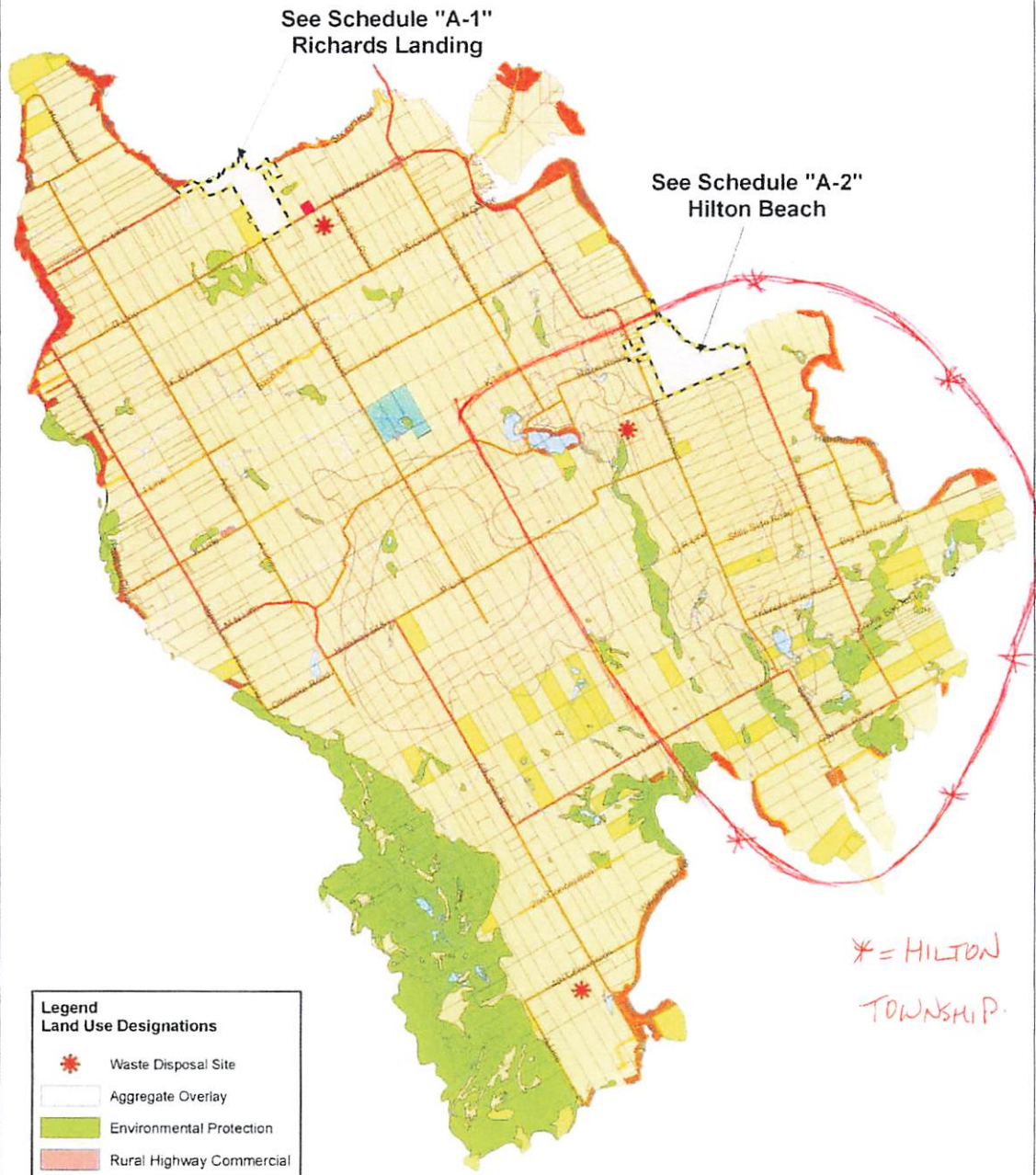


Source: MNR NRVIS Data System,
April 2003



Note: Islands shall be zoned LSR

St. Joseph Island Official Plan Schedule "A" - Land Use



See Schedule "A-1"
Richards Landing

See Schedule "A-2"
Hilton Beach

* = HILTON
TOWNSHIP.

Legend Land Use Designations	
	Waste Disposal Site
	Aggregate Overlay
	Environmental Protection
	Rural Highway Commercial
	Major Recreation
	Major Open Space
	Shoreline
	Rural
	Business Park



Source: MNR NRVIS Data System.
April 2003

