



Evacuation Plan

Municipality of Northern Bruce Peninsula

Schedule B to By-Law 2016-21



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Evacuation Plan

1) Introduction and Types of Evacuations:

An evacuation is defined as the process of removing people from an area where a present or imminent situation has or may result in a loss of life and/or a risk to the safety, health and welfare of people. Damage to property or the environment may also trigger an evacuation if it poses a risk to the safety, health, and welfare of people.

A municipal evacuation plan will help streamline the evacuation process by providing an organized framework for the activities involved in coordinating and conducting an evacuation.

The Emergency Management and Civil Protection Act, RSO, 1990, c. E.9, provides as follows:

3. Municipal Emergency Plan (1): Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan;

9. What Plan may provide: An emergency plan formulated under section 3, 6 or 8 shall,

(b) specify procedures to be taken for the safety or evacuation of persons in an emergency area;

A municipal evacuation plan may be a stand-alone plan or part of a larger, main municipal emergency plan. The Municipality of Northern Bruce Peninsula Evacuation Plan has been designed in combination with the Emergency Plan.

Types of Evacuations:

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

Pre-emptive Evacuation

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

No-notice Evacuation

If it is not possible to conduct a pre-emptive evacuation, it may still be advisable to carry out an evacuation even while a threat is already affecting a community. With an evacuation of this type, decisions may need to be made with limited information. Decision-makers must be willing to make decisions with whatever information is available at the time. They may have little or no time to wait for additional information because any delay may have a significant impact on public safety. Pre-planning will be instrumental in supporting decision-making in no-notice situations.

Evacuations of this nature are done when life safety is at extreme risk. Such an evacuation poses increased risks to all involved. To acquire resources and expedite the evacuation normally requires extraordinary measures. Emergency responders may require personal protective equipment, as responder safety will be critical. Federal assets may be required to facilitate an evacuation of this type.

Post-incident Evacuation

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

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

Partial Evacuation

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

Widespread Evacuation

Larger incidents may affect an entire municipality or region. Evacuations of this type often involve a large number of evacuees, possibly from more than one municipality. This will require intensive effort by emergency management personnel to coordinate, transport, and shelter the affected populations and will place greater demands on staff and resources.

Incidents that precipitate a wide-spread evacuation typically cause far-reaching damage and are therefore more likely to compromise critical infrastructure in a manner that hinders evacuee movement. Structural damage to the transportation system, such as bridges and highway systems may render them unsafe for use. If these sites are located

on evacuation routes, those routes may be unavailable, and alternatives will need to be identified. In cases where the transportation network is severely restricted by such damage, sheltering in place may be a safer short-term alternative.

Internal Evacuation

An internal evacuation is where evacuees are hosted at another location within the same municipality as opposed to being hosted by another municipality.

Self-Evacuation

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

Evacuation may result in a tremendous psychological effect on those persons directly affected. Adequate communication with the people involved is essential and shall include explaining that an evacuation is pending, what they shall be required to do and when they shall be required to react if an evacuation is issued. A decision to evacuate should only be made when absolutely necessary.

First response services alone cannot be expected to deal with a large-scale evacuation and relocation of residents. An effective response will require participation and cooperation between municipal services, industry, and volunteer services as outlined in the Municipality of Northern Bruce Peninsula Emergency Plan and this Plan.

2. Potential Community Hazards which may require Evacuation:

The following events - which list is not exhaustive and which events are not listed in any particular order of risk - are considered potential community hazards within the Municipality of Northern Bruce Peninsula and surrounding areas which may require evacuation:

- (1) severe windstorm, tornado
- (2) road, highway or marine incident involving dangerous goods spill, fire and/or explosion
- (3) snow/ice storm and/or blizzard with power outage
- (4) heavy rain, flooding
- (5) rupture of vessel or piping containing propane, natural gas or other volatile materials under pressure
- (6) forest fire
- (7) pandemic influenza

Evacuation should be considered when other response measures are insufficient to ensure public safety. Factors influencing the decision to evacuate include:

- 1) the level of threat to the lives and well-being of the population
- 2) the urgency of the evacuation
- 3) environmental safety (i.e. whether the environment poses a threat to the safety, health, and welfare of the population – e.g. smoke conditions)
- 4) meteorological conditions (e.g. precipitation, and wind speed and direction)
- 5) the scale of the incident (i.e. the number of people and/or communities to be evacuated)
- 6) the time frame required to move the population
- 7) the availability of reliable information
- 8) the capacity of the community to address the threat or its impact
- 9) damage to community infrastructure such that:
 - food, water, and shelter are not immediately available;
 - debris restricts movement;
 - electrical power is or will be unavailable for an extended period of time;
 - local emergency or public communications is or will be unavailable;
 - health services, medical facilities, and medical transport are or will be unavailable.

The urgency of an evacuation is determined based on the immediacy of the threat to the community (life, safety, health, and welfare), the resilience of the community, and (depending on the nature of the threat) the availability of resources for evacuation or shelter-in-place.

3. Objective:

The objective of this Evacuation Plan is to provide a vehicle through which a timely and effective evacuation and reception of people can be achieved. This plan has been developed in order that all residents can be moved to safety with a minimum of delay and confusion. The purpose of the plan is to ensure the following:

- (1) everyone in the affected area is notified;
- (2) assistance and transportation is provided for those in need of these services;
- (3) food and shelter is provided for the residents.

4. Steps for Activation of the Municipality of Northern Bruce Peninsula Evacuation Plan:

This Plan will be activated as soon as it becomes apparent that, due to an emergency of such magnitude as to warrant its implementation, evacuation and relocation of people is necessary.

Should a major incident occur in the Municipality of Northern Bruce Peninsula, the Mayor, Fire Chief or the Community Emergency Management Coordinator, on the advice of the first response agency, will activate the Municipality of Northern Bruce Peninsula Emergency Plan. The Emergency Operations Control Group (EOCG) will activate the notification procedure set out in Municipality of Northern Bruce Peninsula Emergency Plan so members of the EOCG are alerted and instructed to report to the Emergency Operations Centre.

If the need to evacuate and relocate residents of the affected area(s) is apparent, the provisions of the Municipality of Northern Bruce Peninsula Evacuation Plan shall be implemented. In such events, the Mayor or alternate shall declare a state of emergency before a mandatory evacuation is carried out.

Residents will be alerted of an evacuation by continuous sounding of fire sirens within more populated areas. On hearing the alert, residents are asked to tune their radios to one of the following radio stations:

- (1) AM 560 CFOS
- (2) FM 93 Country
- (3) FM 106.5
- (4) FM 90.7 Parks
- (5) FM 92.3 The Dock

The Municipality of Northern Bruce Peninsula Fire & Emergency Services will have the primary responsibility for implementation of an evacuation consistent with their operating procedures. All other services and agencies will be prepared to support evacuation activities.

The exception to the above is where an evacuation site is under the management of a department other than fire service, (i.e. ruptured gas line or toxic spill due to marine accident). In this instance, the Emergency Site Manager has the responsibility for the evacuation of people within the danger area.

Steps for Activation of the Municipality of Northern Bruce Peninsula Evacuation Plan

Step 1: Incident Occurs

Step 2: Emergency Services Respond

- Step 3: Situation Assessed
- Step 4: Precautionary Evacuation Order by Emergency Services
- Step 5: Emergency Plan Activation Required
- Step 6: Emergency Operations Control Group Convened
- Step 7: Request Aid from Support Groups
- Step 8: Assess Need for Mandatory Evacuation if Situation Escalates
- Step 9: If Evacuation necessary – follow Evacuation Plan in conjunction with Emergency Plan

5. Evacuation Operations - Emergency Operations Control Group Responsibilities:

Once the decision has been made to evacuate an area of the Municipality of Northern Bruce Peninsula, the Emergency Operations Control Group shall determine the following:

- (1) boundaries of area to be evacuated;
- (2) main evacuation route(s) to be used, and identify necessary traffic control points;
- (3) assembly areas to be used;
- (4) location of facilities within the evacuation area to be notified, and how notification will be carried out;
- (5) time of the evacuation start, and if necessary, who will be evacuated first (stages of evacuation);
- (6) proceed to alert of the evacuation order to all concerned including the Province of Ontario through Emergency Management Ontario;
- (7) preparation of media release for immediate broadcast to the public;
- (8) activate fan-out notification system for affected residents;
- (9) if necessary, have Emergency Site Manager direct the evacuation and relocation.

6. Evacuee Registration and Temporary Shelters:

If the evacuation of any residents of the Municipality of Northern Bruce Peninsula is necessary, the following locations will be used as Registration Areas and temporary shelters:

- (1) St. Edmunds Community Centre – 7420 Highway #6, Tobermory;
- (2) Fire Station #10 – 7 Nicholas Street, Tobermory;

- (3) Lion's Head & District Community Centre – 4 Tackabury St., Lion's Head;
- (4) Fire Station #20 – 90 Main Street, Lion's Head.

From the Registration Areas, residents will be directed to appropriate municipal facilities.

The residents of the Municipality of Northern Bruce Peninsula who have been relocated to temporary shelters will require a wide range of support services. The Bruce County Social Service Administration has the primary responsibility for the provision of all such services, with the assistance of volunteer agencies such as the Canadian Red Cross, St. John Ambulance and the Salvation Army.

A reciprocal agreement with the Town of South Bruce Peninsula is in place in the event further evacuation centres are required. The following facilities in the Town of South Bruce Peninsula can be utilized:

- 1) Wiarton District Community Centre & Arena – 526 Taylor Street, Wiarton, Ontario
- 2) Sauble Beach Community Centre – 30 Community Centre Drive, Sauble Beach

7. School Board Responsibilities during Evacuation:

Bruce Peninsula District School in Lion's Head and St. Edmunds Public School in Tobermory is governed by the emergency plans and policies that are applicable to the Bluewater District School Board.

8. Essential Services:

Designated essential municipal and, in some cases, industrial facilities cannot be fully evacuated and minimal staff must remain on the job. If there are other essential services within the municipality that cannot be left unattended, these positions will be rotated as often as feasible and will be abandoned only under immediate life-threatening circumstances. Essential positions would be those associated with traffic, hydro, telephone, and emergency services.

9. Request for Assistance from the Province, Recovery and Return:

When an emergency evacuation order is in effect, the Mayor of the Municipality of Northern Bruce Peninsula, with the advice of the Emergency Operations Control Group,

may request assistance from the Provincial Government through Emergency Management Ontario by calling its 24/7 line: **1-866-314-0472**.

Recovery

The goal is for the municipality, citizens and businesses to recover from the event. This includes restoring the physical infrastructure where possible or desirable as well as addressing the emotional, social, economic and physical well-being of those involved. If damages have been incurred, the Ministry of Municipal Affairs and Housing should be engaged in terms of the Ontario Disaster Relief Assistance Program(ODRAP).

Return

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

1. The threat that prompted the evacuation has been resolved or has subsided
2. Access to the community is assured
3. The infrastructure is safe to use (e.g. Tobermory Airport and roads between the airport and community)
4. Safety hazards connected to the emergency have been eliminated
5. Weather conditions allow for a safe return
6. Services have resumed and are sufficient to support returning evacuees – for example:
 - power
 - water
 - sanitation
 - security
 - food and essential supplies
 - medical services

Below is a list of some of the activities which may be needed:

1. An initial assessment of damage to homes and businesses
2. Assisting any victims who did not evacuate
3. Determine if any work must be done before residents can return home (i.e. switch utilities back on, test drinking water, check for extent of damage, waste and debris management, etc.)
4. Ensure evacuees are notified that the emergency is terminated and that they can return home

5. Make transportation arrangements for those requiring assistance to return home.
6. Where required provide access to counselling services
7. Ensure registration and inquiry services are available for a period of time after the emergency is over to provide people with post emergency information.

Since the degree of damage will likely vary within the affected area, it might be beneficial to initiate a phased re-entry process. As geographic areas are declared safe for re-entry, evacuees will be able to return.

Evacuees who self-evacuated using their own means of transportation should be able to return on their own. If a municipality provided transportation to shelters, it may have to organize return transportation for those evacuees. As with the initial evacuation, numerous resources, especially personnel and transportation related resources will be required to successfully return evacuees to the affected area.

10. Testing of Evacuation Plan:

This Plan shall be the object of occasional testing in order to verify its overall effectiveness and provide training to the Emergency Operations Control Group, Fire and Emergency Services and associated agencies. The test can take the form of a simple paper exercise or a more elaborate functional exercise. Revisions to this plan should incorporate recommendations stemming from all such exercises.

11. Public Education and Awareness of Evacuation

Procedures:

Since public awareness of evacuation procedures will contribute to an effective evacuation process, ongoing public awareness and education shall be an integral component of this plan. The evacuation plan shall be posted on the Municipality of Northern Bruce Peninsula website in order that the public may have unconstrained access to it, and printed information shall be provided to residents when requested.

During an emergency evacuation, residents are to be advised to listen to the local radio stations (AM 560 CFOS, FM 93 Country, FM 106.5, FM 90.7 Parks, FM 92.3 the Dock) for information and instructions. Residents are to be requested to refrain from nonessential telephone use during an emergency evacuation in order to keep telephone communication services available and open for emergency purposes.

Evacuation preparedness initiatives with regards to training, public education and communications will continue to be ongoing. The public education material may include the following:

- Personal preparedness message, including contents of an emergency kit for short-notice evacuations
- Preparedness for pets
- How an evacuation will be declared
- What transportation options may be available
- What support services are likely to be offered to evacuees
- What residents should take with them during an evacuation
- Recommendations for families with small children
- Where to access information during an evacuation
- To follow the advice of Emergency Response personnel when directed to evacuate

Tobermory Primary Evacuation Centre Introduction:

In the event of a declared or non-declared evacuation, the St. Edmund's Community Centre has been identified in the Municipality's Emergency Plan as the primary evacuation centre for those citizens in the Tobermory area that need to be evacuated from their homes.

The St. Edmunds Community Centre has been equipped with the essentials required in order to sustain a substantial number of evacuees for an extended period of time.

A 15,000 watt stationary propane generator with automatic transfer switch will provide alternate power during power outages. The generator will provide the minimal amount of power to ensure that we can provide heat, washroom facilities, cooking, sleeping accommodations and water.

In the event the St. Edmunds Community Centre is at capacity for the required number of evacuee beds it can handle, Fire Station #10 may be used. The station is located adjacent to the St. Edmunds Community Centre and can be operated as a secondary evacuation centre for an additional 40 beds or could be used first as a primary evacuation centre if numbers of evacuees are less than forty (40) and for a short term stay of less than twenty (20) hours.

Contact Information:	Work	Home	Cell
CEMC – Cathy Addison	519-793-3522x236	519-596-2686	519-378-8280
Fire Chief – Wilf Barnes	519-793-3713	519-793-4062	519-477-2941

Lion's Head Primary Evacuation Centre Introduction:

In the event of a declared or non-declared evacuation, the Lion's Head & District Community Centre has been identified in the Municipality's Emergency Plan as the primary evacuation centre for those citizens in the Lion's Head area that need to be evacuated from their homes.

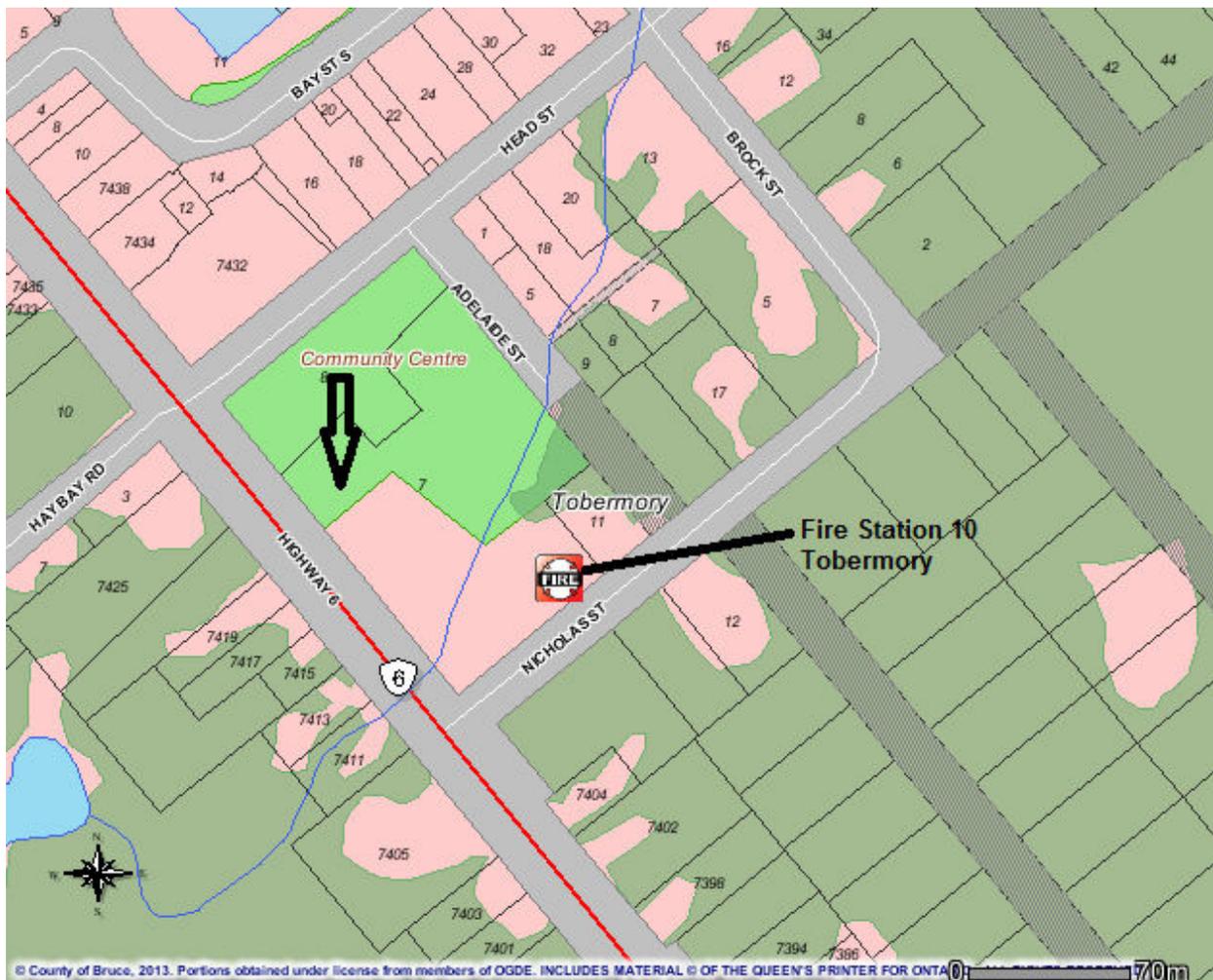
The Lion's Head & District Community Centre has been equipped with the essentials required in order to sustain a substantial number of evacuees for an extended period of time.

A 15,000 watt stationary propane generator with a manually operated transfer switch will provide alternate power during power outages. The generator will provide the minimal amount of power to ensure that we can provide heat, washroom facilities, cooking, sleeping accommodations and water.

In the event the Lion's Head & District Community Centre is at capacity for the required number of evacuee beds it can handle, Fire Station #20 may be used. The station is located at 90 Main Street and can be operated as a secondary evacuation centre for an additional forty (40) beds or could be used first as a primary evacuation centre if numbers of evacuees are less than forty (40) and for a short term stay of less than twenty (20) hours.

Contact Information:	Work	Home	Cell
CEMC – Cathy Addison	519-793-3522	519-596-2686	519-378-8280
Fire Chief – Wilf Barnes	519-793-3713	519-793-4062	519-477-2941

Evacuation Centre Locations in Tobermory

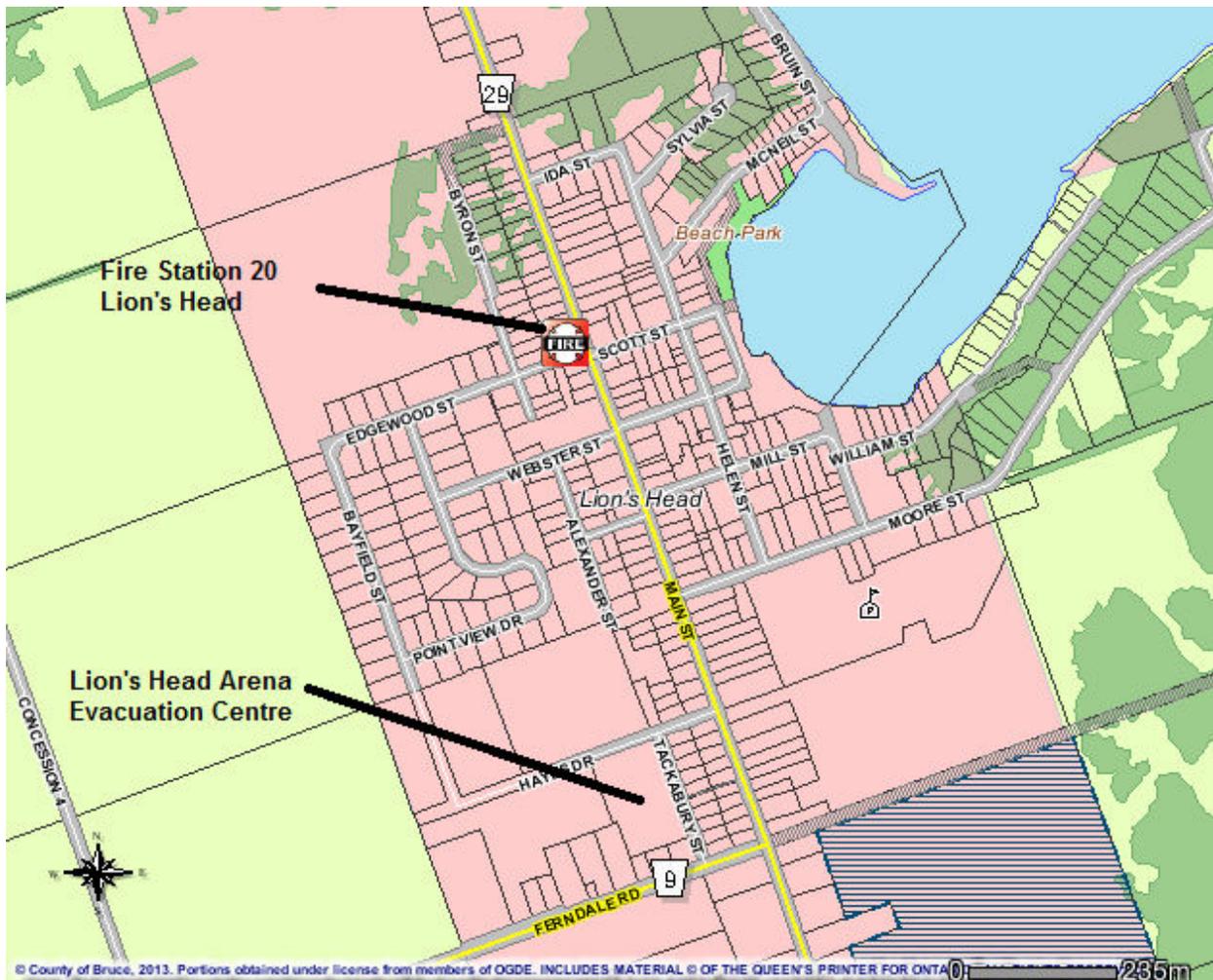


St. Edmunds Community Centre

7420 Highway #6
Tobermory, Ont.
N0H 2R0 519-596-2161

Fire Station #10 (Tobermory)
7 Nicholas Street
Tobermory, Ont.
N0H 2R0 519-596-2799

Evacuation Centre Locations in Lion's Head



Lion's Head & District Community Centre
4 Tackabury Street
Lion's Head, Ont.

N0H 1W0 519-793-3318

Fire Station #20 (Lion's Head)
90 Main Street
Lion's Head, Ont.
N0H 1W0 519-793-3713

Registration

Once the St. Edmunds Community Centre has been identified as the location for evacuees, the Registration Area will be set up in the front lobby area.

For short term evacuees at Station 10 in Tobermory, registration will occur at the west door of the fire station.

Evacuation registration at the Lion's Head & District Community Centre will occur in the front lobby area, before people are assigned a spot.

Short term evacuees at Fire Station 20 in Lion's Head will register in the lobby of the fire station that faces Main Street.

Registration will be organized by Bruce County Social Services, Red Cross Staff and/or assigned local municipal emergency management staff.

Evacuees will receive the following at the time of registration:

An 8 ½" x 11" card with name, address, phone number, family doctor's name:

A personal care package;

A cot with cot number assigned to a location within the facility.

Evacuation Procedures

Parking and Security:

St. Edmunds Community Centre parking lot will accommodate one hundred (100) vehicles. This parking lot will be used exclusively for vehicles belonging to people who have been evacuated and support volunteers and/or staff. If additional parking is required, the MTO yard on Hay Bay Road in Tobermory and Municipal parking lot across from the Tobermory Legion on Legion Street, can be utilized.

Winter snow removal will be completed if necessary and security will be carried out by the local Ontario Provincial Police staff.

Fire Station #10 in Tobermory will utilize the St. Edmunds Community Centre parking lot adjacent to Station #10. All designated fire station parking must be left reserved for firefighters responding to emergencies.

Lion's Head Arena has one hundred (100) parking spaces which will sufficiently ensure that all evacuees have a spot to temporarily park their vehicles. Ontario Provincial Police staff will deal with the security of these vehicles. If additional parking should be necessary, the recreation centre field to the west will be made available, depending on weather conditions.

Fire Station #20 has virtually no parking for evacuee's vehicles as all identified spaces must be left available for fire fighters to park when responding to an emergency.

Generator Services

Robbins Small Engine Repairs
Sales and Service
2847 Highway #6
Box 1111
Lion's Head, Ontario N0H 1W0

519-793-3907

Superior Propane (Owen Sound)
Service and Fuel
www.superiorpropane.com

1-877-873-7467

Amendments

Amendments to the Plan require formal Council approval. Formal Council approval is not required for the following:

1. Changes or revisions to the appendices;
2. Or for minor editorial changes such as editorial changes to the text including age numbering, section numbering, reference changes or changes to references to provincial statutes.

This Evacuation Plan will be made available, upon request, in an accessible manner.