



Middlesex County

EMERGENCY

RESPONSE PLAN

Revised: November 2014
Bettina Weber,
Community Emergency Management Coordinator (CEMC)

Approved by Middlesex County Council on January 13, 2015

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Middlesex County Emergency Response Plan - 2015

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This Emergency Response Plan is available to external agencies and the public on the Middlesex County website at www.middlesex.ca. Revisions made by the County Emergency Management Program Committee and/or CEMC will be quickly forwarded to the webmaster so the online plan remains up to date.

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EMERGENCY RESPONSE PLAN

FOREWORD:

This plan has been prepared to assign responsibilities and to guide the immediate actions of key officials and staff in the first critical hours after the onset of an emergency affecting one or more constituent Municipalities in Middlesex County. It also provides information and guidance for local Municipalities on the assistance available in an emergency through County resources.

This plan has been revised and adopted through **By-Law #6050 passed in January 2008** under the legal authority of the *Emergency Management & Civil Protection Act R.S.O. 1990*
CHAPTER E.9

It is essential that all staff concerned be aware of the plan's provisions, and that County officials and partner agencies be prepared to carry out their assigned functions and responsibilities in an emergency. The County Community Emergency Management Coordinator (CEMC), with assistance from the County Emergency Management Program Committee and other County staff, is to review this plan on an annual basis and remain up to date with information and procedures for handling emergencies.

Vance Blackmore

Warden 2015

Signed at London: _____

Bill Rayburn

Chief Administrative Officer (CAO)

Signed at London: _____

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INTRODUCTION:

1. In Ontario, the *Emergency Management & Civil Protection Act* defines an emergency as “a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.” These situations, by their nature or magnitude, require a controlled and coordinated response by all agencies. These are distinct from regular operations carried out by municipal emergency services, such as firefighting, policing or service by paramedics.
2. The initial response to a disaster or emergency in Middlesex County will be the responsibility of the municipality directly affected. All eight constituent municipalities have developed Emergency Response Plans, and are required by the *Emergency Management & Civil Protection Act* to participate in annual emergency exercises and maintain the currency of their own response plans and emergency contact lists.

COUNTY EMERGENCY AND DECLARATION OF A COUNTY EMERGENCY:

3. Middlesex County, under existing legislation, is empowered to formally declare an emergency under the terms of the *Emergency Management & Civil Protection Act*. The legislation which is short titled the *Emergency Management & Civil Protection Act*, R.S.O. 1990 CHAPTER E.9 s4 (1) states that “the head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the Emergency Response Plan of the municipality and to protect the property, and the health, safety and welfare of the inhabitants of the emergency area.”

The Warden, as part of the County Emergency Control Group (CECG), may consider declaring an emergency in Middlesex County under the following conditions:

- (a) one or more of the municipalities has declared an emergency and requests County support, assistance and/or response;
- (b) CECG determines that a situation is severe and widespread, and likely beyond the municipalities’ capacity to respond, such as a major winter storm, a power outage or a pandemic; or
- (c) a neighbouring municipality or the province has also declared an emergency.

Upon declaration of an emergency, the Warden will notify the Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety & Correctional Services at the Provincial Emergency Operations Centre (PEOC) by phone at 1-866-

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314-0472 and by fax to 1-416-314-6220 when a Declaration of Emergency is made. The Warden and CECG should also notify:

- (d) County Council and County staff;
 - (e) neighbouring community officials, as required;
 - (f) Local Member of the Provincial Parliament (MPP);
 - (g) Local Member of Parliament (MP); and
 - (h) The public should be notified as soon as possible, through carefully coordinated media releases and electronic media alerts created by the Emergency Information Officer, and approved by the Warden.
4. The County Emergency Management Program Committee (CEMPC) has developed this Emergency Response Plan. Every official, municipal department and partner agency must be prepared to carry out assigned responsibilities in an emergency. The Emergency Response Plan has been prepared to provide key officials, agencies and departments of Middlesex County with important information related to:
- Roles and responsibilities of staff, elected officials, County departments, partner agencies and volunteers during an emergency; and
 - Existing arrangements, such as Memoranda of Understanding (MOU), for services and/or equipment.

In addition, it is important that residents, businesses and any interested persons be aware of its provision. A copy of this Emergency Response Plan may be viewed on the County website at <http://www.middlesex.ca/departments/emergency-services/emergency-management>

For more information, please contact Middlesex County's Administrative Office at:

399 Ridout Street North, London, Ontario N6A 2P1

Tel: 519-434-7321

County Clerk – extension 2250

Community Emergency Management Coordinator – Mobile: 519-319-4906

Or access the County website at www.middlesex.ca

AUTHORITY:

5. As enabled by the *Emergency Management & Civil Protection Act (EMCPA)*, this Emergency Response Plan and its elements have been:

- Issued under the authority of the **County By-law #6050** and

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- Filed electronically with Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety and Correctional Services

The *Emergency Management & Civil Protection Act* is the legal authority for this Emergency Response Plan in Ontario and is the primary authority enabling passage of the by-law formulating this Emergency Response Plan, which will govern the provision of essential services during an emergency. This plan also prescribes procedures under and the manner in which municipal employees and other persons will respond to an emergency. Important measures enabled under the legislation and which form part of this plan, are:

- (a) Authorizing County employees to take appropriate action before a formal Declaration of Emergency;
- (b) Specifying procedures to be taken for the safety and/or evacuation of persons in an emergency area;
- (c) Designating other Members of County Council who may exercise powers and perform the duties of the Warden under the Emergency Response Plan during the absence of the Warden;
- (d) Obtaining materials, equipment and supplies for use in managing the emergency;
- (e) Establishing committees and designating employees to be responsible for reviewing the Emergency Response Plan, for training employees in their functions and for implementing the Emergency Response Plan during an actual emergency;
- (f) The expenditure of monies associated with the upkeep and implementation of the plan; and
- (g) Such other measures as are considered necessary in implementing the Emergency Response Plan.

AIM:

6. The aim of this plan is to make provision for the extraordinary measures which may need to be taken in an emergency in providing assistance to constituent municipalities of the County, or to the County as a whole, in the safeguarding of property and of the health, safety and welfare of the residents concerned.

CONSTITUENT MUNICIPALITIES REQUESTING ASSISTANCE FROM THE COUNTY:

7. There are eight municipalities within Middlesex County, namely: Adelaide Metcalfe, Lucan Biddulph, Middlesex Centre, North Middlesex, Southwest Middlesex, Strathroy-Caradoc, Thames Centre and the Village of Newbury; each municipality has the

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responsibility for supplying the initial response in an emergency. Certain circumstances (i.e.: a severe and widespread emergency) will dictate when the County Emergency Alerting System is activated and the County Emergency Control Group (CECG) assumes responsibility to manage the emergency across the County.

8. The Mayor/Reeve of an affected Municipality may request assistance from Middlesex County by contacting the County Warden, the County Chief Administrative Officer or another designated representative; this may be done without activating the County Emergency Alerting System.
9. However, it should be stressed that in any emergency, or threat of an emergency, members of the County Emergency Control Group or their alternates may be called together by the appropriate aforementioned authorities, to make decisions or to be on standby, without having to declare that a County emergency exists.
10. This Emergency Response Plan may be cited as the Middlesex County Emergency Response Plan.

DEFINITIONS AND RELEVANT TERMS:

11. **County Warden:** The Head of County Council or alternate for Middlesex County.
12. **County Chief Administrative Officer:** The Chief Administrative Officer (CAO) for Middlesex County and chair of the County Emergency Control Group (CECG).
13. **Municipality:** Refers to the constituent municipalities and villages of Middlesex County.
14. **Municipal Emergency Response Plans** for each individual municipality may be cited as Municipal Emergency Response Plans.
15. **Mayor/Reeve of Affected Municipality:** The Head of Council or alternate (Acting Mayor/Reeve) of a municipality or township directly affected by the emergency.

A DECLARATION OF EMERGENCY BY A LOCAL MUNICIPALITY:

16. The *EMCPA* defines an emergency as: “a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

Emergency Notification Procedure for Local Municipalities:

17. Where a threat of an impending emergency exists, the municipal Emergency Control Group (ECG) will be notified and placed on standby.

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18. Upon receipt of a warning of a real or potential emergency, the responding department will immediately contact the Municipal Office to request that the notification system be activated. Upon receipt of the warning, municipal staff will notify the primary members of their Emergency Control Group (ECG), including the County CEMC and representatives from Middlesex-London EMS and the Middlesex-London Health Unit. Upon being notified, it is the responsibility of all primary ECG officials to notify their own alternates, staff and volunteers and place them on standby.

Activating the Emergency Operations Centre of Local Municipalities:

19. The Emergency Operations Centre (EOC) can be activated for any emergency for the purpose of managing an emergency, for maintaining services to the community and for supporting the emergency site; a formal Declaration of Emergency is not required to activate the EOC.
20. Where serious and extensive steps to protect property and the health and safety of residents are deemed necessary to cope with emergency conditions, the Mayor/Reeve may, on the advice of the other members of the ECG, call for a formal declaration that an emergency exists under the provisions of the *Emergency Management & Civil Protection Act*. "The head of council of a Municipality may declare that an emergency exists in the Municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the Emergency Response Plan of the Municipality and to protect, property and the health, safety and welfare of the inhabitants of the emergency area."

The Mayor/Reeve will notify Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety & Correctional Services by phone at 1-866-314-0472 and by fax to 1-416-314-6220 when a Declaration of Emergency is made, and also when the emergency has been terminated. The Mayor/Reeve should also notify the Warden of the County, adjacent Municipalities, MP and MPP of the area and the Public.

21. The Mayor/Reeve, in consultation with the municipal Emergency Control Group, should carefully assess the situation prior to making a decision to formally declare an emergency. OFMEM provides a helpful "*Checklist in Consideration of a Declaration of Emergency*" which can assist in making this decision; also, copies of the Declaration and Termination of Emergency fax forms are available from OFMEM.

The Mayor/Reeve should ensure that:

- (a) the information received as to the seriousness of the situation has been verified;
- (b) the situation involves an extended evacuation, or a significant degree of damage, injury or loss of life, or a threat to the environment; and

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- (c) additional resources of personnel or equipment are required to support the emergency services.

A formal Declaration of Emergency will:

- (a) invoke the *Emergency Management & Civil Protection Act* and provide for protection from personal liability for municipal staff and elected officials;
 - (b) provide authority to expend funds without reference to Council; and
 - (c) provide coverage under the *Workplace Safety and Insurance Act* for duly registered volunteers, such as CERV Middlesex & CERV MLHU, ARES and Salvation Army volunteers.
22. The Mayor/Reeve or Acting Mayor/Reeve, as the Head of Council, is responsible for signing the Declaration of Emergency. This decision should be made in consultation with other members of the municipal Emergency Control Group.

Upon Declaration of Emergency, the Mayor/Reeve will notify:

- (a) Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety & Correctional Services at the Provincial Emergency Operations Centre (PEOC) by phone at 1-866-314-0472 and by fax to 1-416-314-6220 when a Declaration of Emergency is made and when the emergency has been terminated;
- (b) Municipal Council;
- (c) County Warden and other County staff;
- (d) neighbouring community officials, as required;
- (e) Local Member of the Provincial Parliament (MPP); and
- (f) Local Member of Parliament (MP).
- (g) The public should be notified as soon as possible, through carefully coordinated media releases and electronic media alerts created by the Emergency Information Officer, and approved by the Mayor/Reeve.

A local municipal emergency may be terminated at any time by:

- (a) Mayor/Reeve or Acting Mayor/Reeve; or
- (b) Municipal Council; or
- (c) Premier of Ontario.

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When terminating an emergency, the Mayor/Reeve will notify:

- (a) Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety & Correctional Services at the Provincial Emergency Operations Centre (PEOC) by phone at 1-866-314-0472 and by fax to 1-416-314-6220 when a Declaration of Emergency is made and when the emergency has been terminated;
- (b) Municipal Council;
- (c) County Warden and other County staff;
- (d) neighbouring community officials, as required;
- (e) Local Member of the Provincial Parliament (MPP); and
- (f) Local Member of Parliament (MP).
- (g) The public should be notified as soon as possible, through carefully coordinated media releases and electronic media alerts created by the Emergency Information Officer, and approved by the Mayor/Reeve.

A DECLARATION OF EMERGENCY BY THE COUNTY:

- 23. The Warden, as Head of Council, in consultation with the County Emergency Control Group (CECG) is responsible for declaring an emergency to exist within the Middlesex County when:
 - (a) one or more of the municipalities has declared an emergency and requests County support, assistance and/or response;
 - (b) CECG determines that a situation is severe and widespread, and likely beyond the municipalities' capacity to respond, such as a major winter storm, a power outage or a pandemic; or
 - (c) a neighbouring municipality or the province has also declared an emergency.
- 24. Once the County Emergency Response Plan is implemented, the Mayor/Reeve or Acting Mayor/Reeve, or a designated Senior Municipal Official or the municipal Fire Chief(s) of the affected municipalities will then become a member(s) of the County ECG.

The remaining municipal staff from the Emergency Control Group(s) within the affected local Municipality(s) will then remain in the municipal EOC as the support group(s) or support staff to the Mayor(s)/Reeve(s), the Acting Mayor(s)/Reeve(s) or the designated Senior Municipal Official.

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25. Upon a Middlesex County Declaration of Emergency, the County Warden notifies the following persons and agencies:
- (a) The Mayor(s)/Reeve(s) or Acting Mayor(s)/Reeve(s) of all constituent municipalities;
 - (b) Office of the Fire Marshal and Emergency Management (OFMEM), Ministry of Community Safety & Correctional Services at the Provincial Emergency Operations Centre (PEOC) by phone at 1-866-314-0472 and by fax to 1-416-314-6220 when a Declaration of Emergency is made and when the emergency has been terminated;
 - (c) County Council and County staff;
 - (d) MPs and MPPs of the area;
 - (e) Neighbouring municipal officials are also advised of both the declaration and termination of an emergency.
 - (f) The County Warden also ensures that he/she approves major announcements and media releases prepared for the media and the public by the County Emergency Information Officer (EIO), in consultation with the County ECG.
 - (g) The County CAO ensures that a communication link is established between the County ECG and the Municipal ECGs as required. Additional responsibilities may include:
 - (i) Notifying the County Support and Advisory Staff, and any other County staff that are required;
 - (ii) The provision of support staff to assist the County ECG in the coordination, collection and dissemination of information relative to the emergency.
 - (iii) Ensuring that a communication link is established between the County ECG and the appointed Emergency Site Manager (ESM).

MUNICIPAL RESPONSIBILITIES & ROLES OF MAYOR(S)/REEVE(S) IN A COUNTY DECLARED EMERGENCY:

26. The Mayor(s)/Reeve(s), Acting Mayor(s)/Reeve(s) or designated Senior Municipal Official(s) of the affected local Municipality(s) is/are responsible for:
- (a) Providing the County ECG with the information on the status of municipal involvement.

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- (b) Liaising with the Chief Administrative Officer and other senior officials within the affected local Municipality.
- (c) Ensuring that the staff and local members of council are kept apprised of the emergency situation.
- (d) Notification of necessary emergency municipal services as required.
- (e) Confirmation of the location of an on-site Command Post and of appointment of the Emergency Site Manager (ESM).
- (f) Ensuring that a communication link is established between the County ECG and the on-site Emergency Site Manager (ESM).

COUNTY RESPONSIBILITIES DURING A COUNTY DECLARED EMERGENCY:

27. There are major roles in an emergency for which the County Emergency Control Group (CECG) must be prepared. These are:
- (a) Arranging for the controlled application of County resources to a local municipality which, having declared an emergency, makes a request for County assistance. For example: arranging for engineering material and equipment from County and Provincial resources, from neighbouring municipalities, and from private contractors when necessary;
 - (b) Arranging for assistance from utility companies as required;
 - (c) Identifying resource needs that cannot be met locally and, on behalf of the affected municipalities, making arrangements for the coordination and provision of resources from adjacent municipalities and from senior levels of government; and
 - (d) Upon direction by the Premier, providing such assistance as considered necessary by the Premier to any area of the Province affected by an emergency.
28. **County tasks in an emergency may include the following:**
- (a) Response: The early recognition of and response to the emergency by all County services;
 - (b) Coordination: The earliest possible establishment of coordination of supporting activities from County services, from adjacent municipalities, from outside agencies, and from senior levels of government, on behalf of affected local Municipalities;
 - (c) Recognition of Potential Hazards: Early action to assess potential further hazards to any part of the County;

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- (d) Provision of Social Services Assistance: The provision of assistance in the Social Services field to constituent municipalities affected by the emergency, primarily through a Memorandum of Understanding with The Salvation Army; and
- (e) Recording of Costs: Records of County costs of emergency or disaster support and assistance provided are compiled to:
 - (i) Aid in the preparation of claims which might arise from provincially directed assistance pursuant to the provisions of Section 7(4) of the *Emergency Management & Civil Protection Act*, and
 - (ii) Aid in the preparation of requests for compensation from the Provincial or Federal Governments in the event of a major natural disaster which might be eligible for such assistance. (Reference should be made to the Ontario Disaster Relief Assistance Program [ODRAP] through the Ministry of Municipal Affairs and Housing).

COUNTY EMERGENCY CONTROL GROUP (CECG):

29. County emergency operations will be directed and coordinated by the officials (or their alternates) listed below who will form the County Emergency Control Group:
- (a) Warden
 - (b) Chief Administrative Officer & Emergency Information Officer (acts as CECG Chair)
 - (c) Police Representative(s) from OPP and/or Strathroy-Caradoc Police
 - (d) County Engineer
 - (e) Chief, Middlesex-London EMS
 - (f) Director of Social Services
 - (g) Medical Officer of Health and/or Manager of Emergency Services, Middlesex-London Health Unit
 - (h) Community Emergency Management Coordinator (CEMC)
 - (i) County Librarian
 - (j) County Fire Mutual Aid Coordinator
 - (k) County Clerk
 - (l) Manager, Information Technology
 - (m) Representative(s) from affected local municipalities

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ADDITIONAL PERSONNEL:

30. Additional personnel called to the County Emergency Control Group may include:

- (a) Field Officer, Office of the Fire Marshal and Emergency Management (OFMEM);
- (b) Local utility representative(s);
- (c) Conservation Authority representative(s);
- (d) Liaison staff from provincial ministries;
- (e) Emergency & Disaster Services representative(s) from The Salvation Army;
- (f) Any other officials, experts or representatives from the public or private sectors as deemed necessary by the CECG; and
- (g) Representative(s) from neighbouring municipalities (e.g.: City of London, other counties)

The County Emergency Control Group (CECG) may function with only a limited number of persons depending upon the emergency. While the CECG may not require the presence of all the people listed as members of the control group, all members of the CECG must be notified of the situation and provided with information on the status of the emergency.

SUPPORT AND ADVISORY STAFF:

31. The following may be required to provide support, assistance and/or advice to the CECG:

- (a) County Solicitor
- (b) County Treasurer
- (c) County Human Resources Officer
- (d) Representative(s) from other Volunteer Agencies (i.e., ARES, Victim Services, Canadian Red Cross, etc.)
- (e) Conservation Authorities
- (f) School Boards: Separate, Public and Private
- (g) Local Utilities
- (h) Industry Representatives

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COUNTY EMERGENCY OPERATIONS CENTRE & ALTERNATE LOCATIONS:

32. The County Emergency Control Group, when alerted, will assemble in the Councillor's Lounge, on the second floor of the County Building at 399 Ridout St. N., in London; this will be the primary County Emergency Operations Centre (EOC) during any emergency which does not adversely affect that facility (in a power outage, for example). Depending on the situation, the location of the County EOC may be change, as designated by the CAO and CECG; possible alternate locations for the County EOC are:
 - (a) The Training Room at Middlesex-London EMS, 340 Waterloo Street, London;
 - (b) The Boardroom at Strathmere Lodge, 599 Albert St., Strathroy; or
 - (c) The County Central Garage on County Road 17, west of Hyde Park
33. Each member of the County Emergency Control Group will designate, train and keep up-to-date an alternate, who will act for him/her if the primary member is absent during an emergency.
34. Where an emergency is centred in a particular municipality in the County and support is required from the County, the County will send a Liaison Officer to the affected Municipality(s) to provide for the closest possible communication and coordination.

COUNTY EMERGENCY CONTROL GROUP FUNCTIONS:

35. The responsibilities of the CECG will, in most situations, be carried out by group assessment of events as they occur, leading to agreement on the action to be taken by County representatives and other assisting agencies.
36. Some or all of the following actions may be initiated by the CECG depending on the nature of the emergency:
 - (a) Arranging for monitoring of the emergency situation;
 - (b) Calling in County personnel and equipment required in the emergency
 - (c) Arranging for assistance from neighbouring municipalities, from industry and from senior levels of government, as may be required;
 - (d) Providing assistance with an evacuation, and with the temporary accommodation of or welfare services for residents temporarily evacuated from their homes, when so requested by the affected municipality(s);

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- (e) Establishing an Emergency Information Centre (EIC), usually at a branch of the Middlesex County Library, to issue announcements and information releases to the media and to answer enquiries from the public; and
 - (f) Authorizing expenditure of funds for necessary emergency services.
37. Some aspects of emergency management will be best handled on a County coordinated basis and the emergency plans of constituent Municipalities are encouraged to provide for this. For example, a major disaster situation in the County will require early designation and clearance of routes for quick access of emergency equipment, with the help of the police. Such access routes will likely involve several Municipalities beyond those most directly affected and will require notification to all concerned, signage, and priority maintenance. The County Engineer is prepared to implement plans for such route designation and clearance with the police and may be called upon by the Warden, or by the Mayor/Reeve of the affected Municipality, to manage this aspect of emergency operations on a County-wide basis.

EMERGENCY SITE MANAGEMENT:

38. Municipalities will be expected to liaise with the emergency site and to confirm that an Emergency Site Manager (ESM) has been designated, for emergencies which are centred in their own municipality.

COMMUNICATIONS:

39. Effective communications between the County Emergency Control Group of the affected Municipality and the County Emergency Operations Centre (EOC) will be essential. In addition, police and fire service representatives with the CECG will have radio links with their representatives in the affected municipality(s). The Amateur Radio Emergency Service (ARES) is prepared to establish additional emergency radio communications within the County when needed, and should be alerted as soon as possible if their services are required.

COUNTY EMERGENCY ALERTING SYSTEM:

40. The CECG may be alerted upon consultation with the Chief Administrative Officer (CAO). If the Head of Council of a constituent Municipality considers that an emergency situation exists, or is likely to occur, that will require the coordinated assistance of County resources, he/she will contact the County CAO, County Engineer or County CEMC. When the County CAO, Engineer or CEMC is satisfied that a serious emergency or threat of a serious emergency exists in the County, he/she can request that the CECG

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be convened and will initiate the alerting system required to assemble the County Emergency Control Group.

RESPONSIBILITIES OF MEMBERS, COUNTY EMERGENCY CONTROL GROUP (CECG):

41. Warden or Alternate: As Head of County Council, in an emergency, he/she will be responsible for:
 - (a) Attending meetings of the CECG;
 - (b) When necessary, declaring an emergency to exist and declaring that the emergency has terminated;
 - (c) Ensuring that the public, the media, and neighbouring municipal officials are also advised of both the declaration and termination of an emergency;
 - (d) Approving major announcements and media releases prepared by the County Emergency Information Officer (EIO), in consultation with the CECG;
 - (e) Advising the County CAO to notify the County Emergency Support and Advisory Staff, and any other County staff that are required;
 - (f) Assist in making decisions, determining priorities and issuing direction to the heads of County Departments;
 - (g) Requesting assistance from senior levels of government, when required;
 - (h) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

42. Upon declaration of a County emergency, the County Warden notifies the following persons and/or agencies:
 - (a) The Mayor(s)/Reeves or Acting Mayor(s)/Reeve(s) of affected Municipality(s);
 - (b) If the decision is made to declare a County emergency, the County must notify Office of the Fire Marshal and Emergency Management (OFMEM) as soon as possible. Although a verbal declaration of emergency is permitted, all declarations should ultimately be made in writing to ensure proper documentation is maintained. Written declarations should be made on County letterhead, using the template provided by OFMEM, and should be faxed to 1-416-314-6220. When declaring an emergency, also notify the Provincial Emergency Operations Centre by phone at 1-866-314-0472.

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43. **Chief Administrative Officer (CAO) or Alternate:** The CAO is the Chair of the County ECG and also the Emergency Information Officer, and will be responsible in the emergency for:
- (a) Organizing and supervising the County Emergency Operations Centre (EOC) during the emergency, including arrangements for the visual display of up to date information on the emergency;
 - (b) Ensuring that a communication link is established between the County and the Municipal ECGs, as required;
 - (c) Ensuring that a communication link is established between the CECG and the appointed Emergency Site Manager;
 - (d) Providing support staff to assist the CECG in the coordination, collection and dissemination of information relative to the emergency;
 - (e) Ensuring liaison with the police regarding security arrangements for the EOC, if necessary;
 - (f) Acting as the Emergency Information Officer (EIO) of the CECG and arranging for effective news releases and media briefings, and the preparation and issue of information to the media and to the public;
 - (g) Maintaining a Main Events Log, a record of decisions made and actions taken by the Warden and the CECG in dealing with the emergency;
 - (h) Compiling records of costs incurred as a result of the emergency action;
 - (i) Providing advice to the CECG on legal and financial matters;
 - (j) Arranging for periodic relief of CECG members and support staff in a protracted emergency by calling out additional staff to provide assistance, as required;
 - (k) Acting as principal staff officer to the Warden; and
 - (l) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
44. **Police Representative(s):** The OPP and/or the Strathroy-Caradoc Police Service will send a representative(s) to join the CECG at the County Emergency Operations Centre to assume the following responsibilities of the police member of the CECG:
- (a) Providing advice on Police matters to the Warden and the CECG

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- (b) Arranging for assistance to local authorities in implementing traffic control to permit rapid movement of emergency equipment
 - (c) Coordinating Police operations with County Service Departments and with neighbouring Police authorities; and
 - (d) Providing police services including security, traffic control, evacuation coordination, assistance with emergency information and/or acting as a spokesperson, as required
 - (e) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
45. **Fire Service Representative of the Middlesex County Mutual Aid Fire Association or Alternate:** When called upon to act as the Fire Service Representative to the CECG, the Chair of the Middlesex County Mutual Aid Fire Association, or his/her designate, will assume the following responsibilities:
- (a) Providing advice on fire fighting matters to the Warden and the CECG;
 - (b) Confirming that local fire fighting, rescue and life-saving resources are sufficient for the operational situation, and arranging for further assistance as required;
 - (c) Providing advice to other County Service Departments to bring into play other equipment and skills needed to cope with the emergency; and
 - (d) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
46. **County Engineer or Alternate:** When advised of the assembly of the CECG, the County Engineer will alert his/her Department and will proceed to the County Emergency Operations Centre to assume the following responsibilities:
- (a) Providing the Warden and CECG with advice on engineering matters;
 - (b) Arranging for the dispatch of County staff and equipment to assist in containing the emergency situation if required;
 - (c) Maintaining liaison with flood control, conservation and environmental authorities and preparing for relief or preventative measures;
 - (d) Arranging for the clearing of emergency routes and the marking of obstacles, if required, in consultation with Municipal Road Superintendents and with the police;

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- (e) Arranging for engineering material and equipment from County and Provincial resources, from neighbouring municipalities, and from private contractors when necessary
 - (f) Arranging for assistance from utility companies as required;
 - (g) Re-establishing essential County road services at the end of the emergency period;
 - (h) When requested, provide the local Emergency Control Group with advice on engineering matters; and
 - (i) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
47. **Medical Officer of Health (MOH) or Middlesex-London Health Unit Alternate:** When advised of the assembly of the CECG, the Medical Officer of Health will consider the need for public health representation on the CECG in agreement with his/her plan for health support of the affected Municipality(s). Responsibilities of the Medical Officer of Health to the CECG will include:
- (a) Requesting that the CECG Notification System be activated in the event of a health emergency;
 - (b) Acting as a coordinating link for all emergency health services at the CECG;
 - (c) Liaising with the Ontario Ministry of Health & Long-Term Care, Public Health Branch;
 - (d) Depending on the nature of the emergency, assigning an interim Emergency Site Manager (ESM) and informing the CECG;
 - (e) Establishing an ongoing communications link with the senior health official at the scene of the emergency;
 - (f) Liaising with senior EMS representatives, hospital officials, relevant health care organizations (i.e. Community Care Access Centre, long-term care facilities), the Ministry of Health and Long-Term Care and relevant government agencies;
 - (g) Providing authoritative instructions on health and safety matters to the public through the County EIO and through the MLHU's emergency information system;
 - (h) Coordinating the response to disease related emergencies or anticipated emergencies, such as epidemics, according to the Ministry of Health & Long-Term Care policies;

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- (i) Coordinating health care of citizens at home and in reception centres during an emergency;
 - (j) Liaising with voluntary and private health care agencies, as required, for augmenting and coordinating public health resources;
 - (k) Coordinating efforts towards prevention and control of the spread of disease during an emergency;
 - (l) Notifying the CECG regarding the need for potable water supplies and sanitation facilities;
 - (m) Liaising with the County CEMC and Social Services Representative(s) on areas of mutual concern regarding health services in reception centres;
 - (n) Providing advice to the Mayor/Reeve(s) and the local ECGs on health matters;
 - (o) When advised by emergency services of an emergency situation involving hazardous substances or any threat to public health, providing advice for the safety of emergency service workers and activities to reduce the adverse effects on public health;
 - (p) Directing precautions in regard to food and water supplies when warranted;
 - (q) Arranging for mass immunizations where required;
 - (r) Notifying other agencies and senior levels of government about health related matters in the emergency; and
 - (s) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
48. **Director of Social Services:** When advised of the assembly of the CECG, the Director of Social Services will proceed to the County Emergency Operations Centre to assume the following responsibilities:
- (a) When the CECG is assembled, provide advice to the CECG on social services matters;

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- (b) Assist the County CEMC with contacting and providing direction to volunteer agencies and other groups which may be able to assist in emergency social services functions, including food services, emergency lodging, clothing, other personal services and the Registration & Inquiry Service;
- (c) Notifying senior and neighbouring levels of government on social services matters regarding the emergency;
- (d) Assisting local municipalities with the arrangement for reception centres to provide accommodation and other emergency welfare services for people being evacuated including food, shelter, clothing and basic necessities of life;
- (e) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

49. **Chief of Middlesex-London Emergency Medical Services or Alternate:**

The Chief of ML-EMS is responsible for:

- (a) Providing information on patient care activities and casualty movement from the emergency site;
- (b) Establishing an ongoing communications link with the EMS official(s) at the scene of the emergency;
- (c) Liaising and obtaining EMS resources from the Ontario Ministry of Health & Long-Term Care - Emergency Health Services - Ambulance Service Branch (Senior Field Manager or on-call Duty Manager) and from other municipalities, if required;
- (d) Liaising with the Central Ambulance Communications Centre (CACC) regarding patient status, destination and department case load;
- (e) Organizing the EMS response to assist and coordinate the actions of other social service agencies' EMS branches (i.e. St. John Ambulance, patient transfer services, and other transportation providers);
- (f) Advising the CECG if other means of transportation are required for large-scale responses;
- (g) obtain EMS Mutual Aid assistance as required for both land and air-based patient transport;
- (h) Assist with the emergency evacuation when required;

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- (i) Ensure balanced EMS coverage is available at all times throughout the community;
- (j) Liaising with the receiving hospitals;
- (k) Liaising with Police, Fire, Coroner and the Medical Officer of Health, as required; and
- (l) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

50. **County Community Emergency Management Coordinator (CEMC) or Alternate:**

The Community Emergency Management Coordinator is the main link on a regular basis with OFMEM. His/her main responsibilities consist of:

- (a) Preparing and equipping the Emergency Operations Centre;
- (b) Pre-arranging for the clear identification of CECG members;
- (c) Ensuring that all members of the CECG have necessary plans, resources, supplies, maps, and equipment;
- (d) Providing advice and clarification about the implementation details of the County Emergency Response Plan;
- (e) Providing liaison between the CECG and the Office of the Fire Marshall and Emergency Management (OFMEM);
- (f) Contacting and providing direction to volunteer agencies and other groups which may be able to assist in emergency social services functions, including food services, emergency lodging, clothing, other personal services and the Registration & Inquiry Service.
- (g) Ensuring ongoing liaison with community support agencies and volunteer groups requested by the CECG to assist in the emergency. (e.g. The Salvation Army, ARES, Victim Services, St. John Ambulance, Canadian Red Cross, etc.);
- (h) Deploying the CERV Middlesex Team, when required, to provide Emergency Social Services assistance, especially at municipal Reception Centres; providing direction to the CERV Team; also, providing a liaison between the CERV Team Leader, staff on site and the CECG;
- (i) Ensuring that the operating cycle is utilized by the CECG and related documentation is maintained and kept for future reference;

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- (j) Addressing any action items that may result from the activation of the County Emergency Response Plan and keeping the CECG informed of implementation needs;
- (k) Collecting all records and logs for the purpose of the debriefings and post-emergency reporting that will be prepared; and
- (l) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

51. **Emergency Information Officer (County CAO) or Alternate:** The Emergency Information Officer, will implement the Media Plan and will assume responsibility in the emergency for:

- (a) Preparing public announcements and media releases concerning the emergency for approval by the Warden;
- (b) Arranging with media representatives for assistance in collecting and forwarding warnings and directions to the public that have been approved by the Warden;
- (c) Liaising with the local Emergency Information Centre(s), which may be housed in County Libraries and include a Citizen Inquiry Line staffed by trained Library staff and volunteers;
- (d) Informing the media of the point of telephone access for the public to reach the Citizen Inquiry Line and the Registration & Inquiry Service, if such services are in operation, so that this information can be passed to the public quickly;
- (e) The EIO will work closely with the County IT Manager, to ensure the County website is updated on the emergency and that social media resources are effectively utilized to spread accurate information during the emergency; and
- (f) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

52. **County Clerk or Alternate:** The County Clerk is responsible for:

- (a) Assisting the Chief Administrative Officer, as required;
- (b) Arranging for the registration of CECG members at the County EOC;
- (c) Ensuring all important decisions made and actions taken by the CECG are recorded on the Main Events Log;
- (d) Ensuring that maps and boards are kept up to date;

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- (e) Notifying the required support and advisory staff of the emergency, and of the location of the County Emergency Operations Centre;
- (f) Ensuring the CECG telephone system is operational and provide current phone lists to all members of the CECG;
- (g) Arranging for printing of material and stationary, as required;
- (h) Coordinating the provision of clerical staff to assist in the County Emergency Operations Centre, as required;
- (i) Upon direction by the Warden, ensuring that all council and staff are advised of the declaration and termination of declaration of the emergency;
- (j) Arranging for refreshments and the feeding and relief of EOC personnel; and
- (k) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

53. **Other Agencies:** In an emergency, many agencies may be required to work with the County ECG. These might include Office of the Fire Marshal and Emergency Management (OFMEM), The Salvation Army, industry representatives, transportation agencies, volunteer groups, conservation authorities, and provincial ministries.

RESPONSIBILITIES OF OTHER COUNTY STAFF & SUPPORT AGENCIES:

54. **Treasurer or Alternate:** The Treasurer is responsible for:
- (a) Providing information and advice on financial matters as they relate to the emergency;
 - (b) Ensuring liaison, if necessary, with the Treasurers/Directors of Finance of neighbouring communities;
 - (c) Ensuring that records of expenses are maintained for future claim purposes;
 - (d) Ensuring the prompt payment and settlement of all the legitimate invoices and claims incurred during an emergency;
 - (e) Providing and securing of equipment and supplies not owned by the County;
 - (f) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
55. **County Solicitor or Alternate:** The County Solicitor is responsible for:

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- (a) Providing advice to any member of the County Emergency Control Group on legal matters pertaining to the emergency;
 - (b) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
56. **Human Resources Officer or Aternate:** The HR Officer is responsible for:
- (a) Coordinating and processing requests for human resources;
 - (b) Coordinating offers of, and appeals for, volunteers with the support of the CECG;
 - (c) Selecting the most appropriate site(s) for the registration of human resources;
 - (d) Ensuring records of human resources and administrative details, that may involve financial liability, are completed;
 - (e) Ensuring that a Volunteer Registration Form is completed, when newly recruited volunteers are involved, and a copy of the form is retained for records;
 - (f) Ensuring identification cards are issued to volunteers and temporary employees;
 - (g) Arranging for transportation of human resources to and from site(s);
 - (h) Obtaining assistance, if necessary, from Human Resources Development Canada, as well as other government departments, public and private agencies and volunteer groups; and
 - (i) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
57. **County Spokesperson:** The County Spokesperson will be appointed by the County EIO and is responsible for:
- (a) Giving interviews on behalf of the County;
 - (b) Establishing regular liaison with the Emergency Information Officer at the EOC;
 - (c) Redirecting all inquiries about decisions made by the CECG and about the emergency as a whole, to the Emergency Information Officer;
 - (d) Coordinating media photograph sessions at the scene when necessary and appropriate;
 - (e) Coordinating on-scene interviews between the emergency services personnel and the media; and

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- (f) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

58. **Citizen Inquiry Supervisor (County Librarian) or Alternate:** The Citizen Inquiry Supervisor is responsible for:

- (a) Coordinating a County Citizen Inquiry Service, including the appointment of personnel and designation of telephone lines;
- (b) Informing the Emergency Information Officer of the establishment of the Citizen Inquiry Service and designated telephone numbers;
- (c) Informing the affected municipalities, emergency services, the CECG and County switchboard of the establishment of the Citizen Inquiry Service and designated telephone numbers;
- (d) Ensuring liaison with the Emergency Information Officer to obtain current information on the emergency;
- (e) Responding to and re-directing inquiries and reports from the public based upon information from the Emergency Information Officer. Such information may be related to school closings, access routes or the location of reception centers;
- (f) Responding to and redirecting inquiries pertaining to the investigation of the emergency, deaths, injuries or matters of personnel involved with or affected by the emergency to the appropriate emergency service;
- (g) Responding to and redirecting inquiries pertaining to persons who may be located in Reception Centers to the Registration & Inquiry Service telephone number;
- (h) Procuring staff and/or volunteers to assist, as required; and
- (i) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.

59. **Local Power Utility Representative:**

(Note: Hydro One will not send a representative to the County or Municipal EOC)

- (a) Monitoring the status of power outages and customers without services;
- (b) Providing updates on power outages, as required;
- (c) Ensuring liaison with the public works representative;
- (d) May provide assistance with accessing generators for essential services, or other temporary power measures;

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- (e) Collecting information on the status of the outages from Hydro One and other providers, and from the website of OFMEM or from PEOC representatives; and
 - (f) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
60. **Manager of IT/ Telecommunications Coordinator or Alternate:** The Manager of IT reports to the CECG and is responsible for:
- (a) initiating the necessary action to ensure the telecommunications and IT systems at the County EOC and at municipal EOCs and/or Reception Centres function as effectively as possible, as the situation dictates;
 - (b) ensuring that the County EOC is properly equipped and staffed for communications, and working to correct any problems which may arise;
 - (c) maintaining an inventory of community and private sector communications equipment and facilities within the County, which could, in an emergency, be used to augment existing communications systems;
 - (d) making arrangements to acquire additional IT and communications resources if required, during an emergency; and
 - (e) Maintaining a personal log, including all decisions made and actions taken by him/her during the emergency.
61. **School Board(s) Representative:** The School Boards are responsible for:
- (a) Ensuring liaison with the County as to protective actions to the schools (i.e. implementing school stay in place procedure and implementing the school evacuation procedure).
62. **Middlesex County Support Staff:** Under the direction of the County Clerk and the CECG, the Middlesex County Support Staff should be organized to carry out the following duties and assist EOC operations by:
- (a) Acting as recording secretary to establish a paper trail and record decisions made and actions taken;
 - (b) Assist in maintaining a Main Events Log and display board;
 - (c) Maintaining a communications log;
 - (d) Answering calls from the public, and maintaining a record of all public inquiries at the EOC;

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- (e) Monitor the media broadcasts and social media activity and report to the EIO;
- (f) Register volunteers who have been requested to report to the EOC; and
- (g) Provide essential housekeeping for the County EOC.

63. MOU between THE SALVATION ARMY and MIDDLESEX COUNTY:

I. Purpose

This aid agreement between The Corporation of the County of Middlesex (hereinafter referred to the County”) and The Governing Council of The Salvation Army in Canada on behalf of The Salvation Army, Emergency Disaster Services (hereinafter referred to as “The Salvation Army”) provides a framework for cooperation between the two parties in the event of an emergency or unforeseen event that results in the need for emergency clothing, food service, crisis debriefing and support, and/or other supplies and service(s) that can be provided by The Salvation Army.

Under this agreement, The Salvation Army will assist by providing the County with emergency services, emergency clothing, and emotional & spiritual support at emergency evacuation centres, feeding centres, warming centres, cooling centres, registration centres, (all of which are herein after in this agreement, referred simply as “evacuation centres”) or other situations that may require a similar form of assistance from Middlesex County.

II. Procedures

A. Availability of Supplies

1. Each party to this agreement will work cooperatively to identify the key supplies and services necessary to support the County in its emergency response duties. Such requirements will be documented in Schedule “A” of this agreement and will be reviewed at least annually for accuracy and suitability. Attachments may be added at any time during the term of the MOU upon the mutual agreement of the parties.
2. Upon becoming aware that an emergency situation exists where the supplies and services of The Salvation Army as described herein may be required, the Middlesex County Community Emergency Management Coordinator (CEMC)/designate will immediately contact the Salvation Army emergency number who in turn will notify responding personnel of the potential of events.
3. The identified services in this agreement can be obtained from a constituent member municipality of Middlesex County through a request of the County CEMC or alternate.

B. Activation of Agreement

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1. The Middlesex County CEMC will promptly notify the Salvation Army emergency number, who in turn will notify responding personnel in the event that activation of this agreement will be required.
2. The Middlesex County CEMC or alternate will notify the County's Treasurer or his or her designate of the activation of the agreement with The Salvation Army.
3. During the period of activation, The Salvation Army will provide good faith support to the user organization based on the requirements outlined in the attached Schedule "A". However, modifications to those requirements are to be expected based on the particular circumstances of the incident or event.

C. Reimbursement of Costs

1. No exchange of funds in advance of activation of this agreement will take place.
2. The County will reimburse The Salvation Army for the direct cost of supplies and services obtained through activation of this agreement including Community Response Unit, supplies, mileage and accommodation as expensed in their response to the emergency. The Salvation Army will provide the County with copies of invoices and other billing information to support their claim for expense reimbursement. Due to the highly variable circumstances under which supplies may be needed, calculation of cost estimates for this agreement is not practical.

Schedule "A" - Services

- Food Services: Includes provision of food and/or beverage service at an emergency evacuation centre, warming or cooling centre, registration centre, etc.
- Emergency Clothing: Includes provision of clothing and other personal items that may be needed by individuals affected by the emergency
- Emotional & Spiritual Support: Crisis debriefing and support services that can be provided by the Salvation Army may be required by individuals affected by an emergency and will be made available

OTHER ASSISTANCE AVAILABLE:

64. Volunteer, governmental, and private industry groups able to provide assistance in an emergency include:
 - (a) ARES: The Amateur Radio Emergency Service (ARES) is the volunteer group which coordinates amateur radio services in the London-Middlesex area. ARES volunteers are prepared to establish radio communications for any purpose required, including: linking our municipal EOCs with the County EOC; assisting

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municipalities with communication to their reception centres; and deploying mobile and portable radios throughout the area to supplement existing radio networks.

An ARES communication station can be activated at a municipal/County EOC or at a reception centre at the request of the CEMC (or alternate) for that municipality.

- (b) St. John Ambulance: St. John Ambulance has a capability in all areas of First Aid, including Mobile First Aid stations, Ambulance and Medical transport, Nursing and Child Care, and will respond to requests at any time, under emergency and disaster conditions. If their services are needed, please contact the CEMC who will act as liaison.
- (c) Canadian Red Cross: The Canadian Red Cross is prepared to assist in Registration & Inquiry Service when residents are temporarily evacuated from their homes. If their services are needed, please contact the CEMC who will act as liaison.
- (d) Conservation Authorities: Advice on flood control can be obtained from Conservation Authority Flood Coordinators monitoring each watershed in the County. The Upper Thames River, the Ausable-Bayfield, the St. Clair Region, the Lower Thames River and the Kettle Creek Conservation Authorities maintain flood contingency plans concerning respective areas of the County.
- (e) Union Gas: In an emergency situation, Union Gas will provide personnel and equipment to restore essential gas lines and services, and has radio equipped vehicles that can be positioned at disaster sites to coordinate their efforts with other utilities and services. Emergency Line: 1-877-969-0999
- (f) The Press: Newspapers are able to give explicit information and direction to the public, both before in situations of potential disaster, and after the event, and can be an important aid to Municipal authorities in an emergency.
- (g) Radio and Television: Local radio and television stations will play a significant role under emergency conditions where other communication means are overloaded or disrupted. They can assist in obtaining public cooperation in freeing telephone circuits for emergency use and in reducing crowds at an emergency site; in passing warnings or official status report to the public; and in seeking private sources of urgently needed supplies, equipment or skills.
- (h) MOE: The Ministry of Environment, through their Regional Offices in London or the Toronto Spills Action Centre (SAC) are able to provide advice in handling serious oil and chemical spills and discharges. SAC: 1-800-268-6060
- (i) DND: The Department of National Defence has resource of skills and equipment which can be requested in a serious emergency by the Warden through Office of the Fire Marshal and Emergency Management (OFMEM).

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- (j) Environment Canada: Environment Canada's Atmospheric Environment Service is prepared to provide advice on weather conditions as they may affect emergency operations. www.ec.gc.ca
- (k) Enbridge Pipelines Inc.: Enbridge Pipelines pass through Middlesex County. In an emergency situation, Enbridge will provide personnel and equipment to respond to emergencies involving their pipelines and properties. Emergency Contact Number: Emergency Line: 1-877-420-8800
- (l) Insurance Bureau of Canada (IBC): Community Assistance Mobile Pavilion (CAMP). An initiative from IBC that helps disaster victims by answering insurance questions, connecting victims with their insurers and providing support and information to local officials. www.ibr.ca

EMERGENCY RESOURCES INVENTORY:

- 65. An inventory of emergency resources listing equipment that might be needed in an emergency such as mobile cranes, pumps and supplementary radio communication facilities held by the County, and by private contractors, together with 24-hour telephone contact numbers, is held by the Director of Transportation for use at the County Emergency Operations Centre.

ANNUAL REVIEW AND AMENDMENT:

- 66. This plan will be reviewed annually by members of the County Emergency Control Group at the call of the Chief Administrative Officer.

Changes requiring action by Council will be presented to Council by the Administrator. Routine amendments such as changes in telephone numbers will be issued by the Community Emergency Management Coordinator (CEMC) not less than once per year.

FLOOD CONTROL:

- 67. A flood contingency plan applicable to the Municipalities is maintained by the Upper Thames Conservation Authority, the Lower Thames Conservation Authority, the Ausable-Bayfield Conservation Authority, Kettle Creek Conservation Authority and the St. Clair Region Conservation Authority. These plans outline the responsibilities of the County ECG consistent with the Conservation Authority plans.

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SPECIAL HAZARDS (taken from the County Risk Profile):

68. The Middlesex County has the potential of experiencing an emergency based on any of the following circumstances:
- (a) Summer Storms: Thunder/Lightning Storms, Hail Storms, Tornadoes
 - (b) Winter Storms: Snowstorms, Blizzards, Ice/Freezing Rain
 - (c) Airplane crash
 - (d) Hazardous material – fixed sites
 - (e) Hazardous Materials / Transportation Incidents (road & rail)
 - (f) Fires / Explosion
 - (g) Transportation Accidents involving passengers (road, rail, air)
 - (h) Energy Emergencies (power outages)
 - (i) Critical Infrastructure failure defined as the nine sectors: Food and Water, Electricity, Telecommunication, Financial Institution, Gas, Oil and Chemical Industries, Transportation, Continuity of Government Services, Public Safety and Security, and Health Services.
 - (j) Petroleum / Gas Pipeline Emergencies
 - (k) Human Health Emergencies & Epidemics
 - (l) Agriculture & Food Emergencies
 - (m) Water Quality Emergencies
 - (n) Floods
 - (o) Fog
69. There are a few industrial sites in the County that are considered to present special hazards. Please refer to the Municipal Emergency Response Plans for more information.
70. Preparations to respond to these special hazards require that the County Emergency Operations Centre be provided with essential data. The following information should be readily available at the County EOC:
- (a) Maps identifying the following:
 - (i) Transportation routes,

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- (ii) Pipeline data,
 - (iii) Municipal drains; and
 - (iv) Municipal wells.
- (b) Information sheets on nursing homes; and
- (c) A Resource Directory of goods and services that might be required during an emergency.

EXERCISING THE EMERGENCY RESPONSE PLAN:

71. An annual exercise will be conducted to test the Emergency Response Plan and allow the members of the CECG, support staff and volunteers to practice the performance of their responsibilities in an emergency. The Community Emergency Management Coordinator (CEMC) will be responsible for developing and facilitating the annual exercise.