OCEAN FALLS EMERGENCY PLAN

REVISED JANUARY 2007

CENTRAL COAST REGIONAL DISTRICT EMERGENCY PROGRAM

i. Foreword

This Emergency Plan was produced by Stephen Waugh of Spiritscape Ventures Ltd. on behalf of the Central Coast Regional District. The Plan is consistent with the British Columbia Emergency Response Management System and is designed to address the main hazards and threats to the Ocean Falls community in a practical manner that acknowledges local conditions and availability of emergency response resources. Although the plan is comprehensive in nature, it is not meant to cover every conceivable emergency situation. The goal of the plan is to provide a flexible system that can reasonably be expected to help minimize injury and property damage.

The Plan is meant to be a living document that is routinely updated as conditions and circumstances change. The upcoming emergency plan for the overall Central Coast Regional District will undoubtedly have an effect on the Ocean Falls plan and together they will form an integrated emergency plan for the area.

A. Acknowledgement

This plan uses information provided by local community members, many of whom have been involved with emergency planning for many years. Their commitments to the welfare of the community as a whole are duly noted.

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Plan Distribution and Amendment Record

The following organizations or individuals have received official copies of the Ocean Falls Emergency Plan. It is the responsibility of the Central Coast Regional District to distribute plan updates and amendments to those responsible for maintaining copies of the plan on behalf of their organizations.

- Central Coast Regional District
- CCRD Deputy EPC for Ocean Falls
- Ocean Falls Improvement District
- Emergency Executive Committee Coordinator
- Provincial Emergency Program

Others:

-
-
-
-
-

This plan is a living document which will require amendment on a regular basis. The Bella Coola Emergency Executive Committee maintains this plan in collaboration with the Central Coast Regional District, the Ocean Falls Local Emergency Committee and all relevant stakeholders. Amendments will be incorporated into the plan on an as needed basis and the plan reviewed on an annual basis to ensure currency.

Comments and recommendations for changes to this plan should be directed to Stephen R. A. Waugh, CCRD Emergency Program Coordinator, C/O Box 186 Bella Coola, BC V0T 1C0 swaugh@suntree.ca

Amendments will be tracked in the following table and controlled by showing the revision date in the footer of any revised page:

RECORD OF AMENDMENTS

Amendment Change No.	Subject	Page	Date Amended	Inserted By

C. Plan Overview

This plan has been structured in three parts with the idea to first minimize hazards and threats, second to establish general emergency response procedures and thirdly to provide specific plans for the main emergency threats anticipated in the Ocean Falls Community. The three sections of the Plan are categorized as follows:

1. **Section 1:** Emergency Preparedness and Emergency Response System, Hazard Evaluation and Hazard Mitigation.
2. **Sections 2-5:** General emergency response procedures that apply to most emergencies – Emergency Operations Center Plan, Communication Plan, Evacuation Plan, Emergency Social Services Plan.
3. **Section 6-16:** Specific emergency plans for incidents of fire, flood, tsunami, storms, etc.

Sections 17 – 18 provide back up material in support of the previous sections.

D. Master Contact List

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1.2 *Introduction*

The purpose of the Ocean Falls Emergency Plan is to help people in the Ocean Falls community minimize damage to life, limb and property by identifying and reducing hazards and by establishing a comprehensive emergency response program. There are four main phases of Emergency Management:

1) **Prevention**
2) **Preparedness**
3) **Response**
4) **Recovery.**

Ocean Falls is a very small and remote community with limited emergency response resources. Consequently, emergency response depends very much on the abilities of local residents as volunteers. Situated in some of the most rugged terrain in the Province, the community faces many significant hazards related to natural disasters. This plan has been produced in consideration of these constraints and hazards.

1.2.1 Prevention:

Prevention programs are designed to prevent or mitigate the effects of emergencies and include measures such as building codes, building use regulations, zoning and land use management, river dikes, public education, legislation, and tax and insurance incentives and disincentives. The Central Coast Regional District has established an Emergency Executive Committee (EEC) to help advise the community on emergency mitigation and prevention.

1.2.2 Preparedness:

The Emergency Executive Committee (EEC) undertakes with this Plan to ensure that agencies within the CCRD are prepared to make a coordinated response to any foreseeable significant emergency or disaster that may arise.

The Emergency Executive Committee also affirms that it is the responsibility of individuals and families in the communities to be prepared for disaster, and any organized response to a disaster will be facilitated by a high level of individual, family and neighborhood preparedness. One of the aims of the EEC is to aid and promote this preparedness. As one means of promotion, the committee may develop a Neighborhood Preparedness Program. The committee can also use pamphlets, newspaper articles and other means to maintain a high level of awareness of disaster preparedness among the regions residents.

1.2.3 Response:

This plan has been prepared to provide key individuals, agencies and businesses within the Ocean falls Community with a general guideline to the initial response to an emergency/disaster and an overview of their responsibilities while the emergency persists. For this plan to be effective, it is important that all concerned be made aware of its provisions and that every individual, agency and business be prepared to carry out its assigned functions and responsibilities in an emergency.

The prescribed set of response goals for emergency personnel are listed in order of priority as follows:

a) **Provide for the safety and health of all responders;**
b) **Save lives;**
c) **Reduce suffering;**
d) **Protect public health;**
e) **Protect government infrastructure;**
f) **Protect property;**
g) **Protect the environment; and**
h) **Reduce economic and social losses**.

Response plans and actions from all emergency personnel are to take these goals into consideration.

In determining the priority for resource requests, the following designations should be made:

Emergency	=	Life and death urgency.
Priority	=	Important to support operations within a specific time limit.
Routine	=	Supports regular operations.

1.2.4 Recovery

Recovery programs are designed to help restore the community and its environment to pre-emergency condition, and include measures such as physical restoration and reconstruction, economic impact studies, counselling, financial assistance programs, temporary housing, and health and safety information. The EEC's role will be primarily to source (in advance) required resources, and to advise the CCRD.

Near the end of emergency response operations an Emergency Operation Center will make the transition to relief and recovery operations. This may require re-evaluating which functions are required and which agencies and personnel are best suited to staff the functions.

Relief provides for immediate and short-term assistance to the people impacted by the emergency event and includes the repair and restoration of essential lifeline systems.

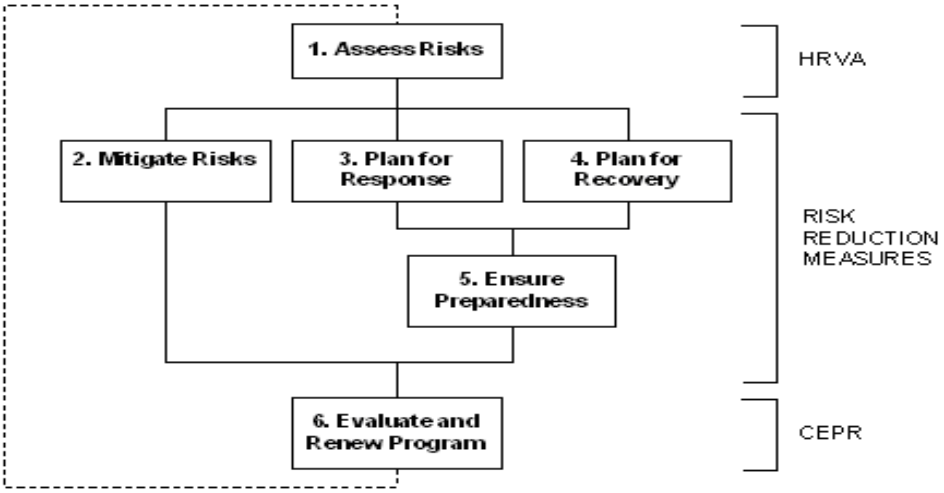
Initial, short-term relief efforts include activities such as:

- provision of interim housing
- repair and restoration of lifeline utilities
- emergency repair of vital transportation systems
- provision of critical incident stress counselling for response staff and community
- building safety inspections
- debris removal and clean-up
- restoration of social and health services
- restoration of normal civic services
- coordination of local, provincial and federal damage assessments
- re-occupancy of structures
- economic recovery, including sites for business resumption
- building demolition
- formation of recovery task force.

Experience has shown that planning recovery operations during the response will speed recovery time and reduce losses. The Recovery Unit leads the jurisdiction's recovery efforts and should commence activities as early as possible.

1.2.5 Disaster Resilient Communities Program

This plan has been produced in a manner consistent with the Provincial Emergency Program's (PEP) 'Disaster Resilient Communities Program'. This program mission is to provide the tools to assist communities to manage risks from major emergencies and disasters. The following diagram outlines the Disaster Resilient Communities Program emergency management approach that has been used to produce the Bella Coola Emergency Plan.



HRVA – Hazard, Risk and Vulnerability Analysis
CEPR – Community Emergency Program Review.

Toolkits provided by the Disaster Resilient Communities Program have been incorporated into the design of this Emergency Plan.

1.2.6 Ocean Falls Community Description

The Ocean Falls community is a unique area of settlement. A coastal town situated approximately 40 km from the open ocean at the head of Cousins Inlet, the settlement is not joined by road to the rest of the province. The nearest community, in which medical and other emergency services are available, is Bella Bella, approximately 40 kilometers away by boat. Surrounded by a vast wilderness of virtually impenetrable mountains and inlets, Ocean Falls is an isolated community with people of independent character. Serviced intermittently by BC Ferries and Pacific Coastal Airlines, Ocean Falls residents are required to be virtually self-sufficient with regards to food & provisions. As weather and Ocean conditions can

frequently disrupt travel, especially during winter months, it is essential that residents maintain an abundant stock of whole goods at any given time. The majority of the population reside in nearby Martin Valley subdivision, approximately 2 kilometres from the main townsite.

Between 1911 and 1980 a pulp mill operated in Ocean Falls and a thriving community was established in support, numbering as many as 5400 people at its peak. The remnants of this mill town are still in evidence in the community and provide a particular item of infrastructure not commonly found in small communities; a hydroelectric dam and generating facility. Operated by Central Coast Power Corporation, the generating facility provides electricity to the local community as well as to the communities of Bella Bella and Denny Island, located approximately 40 kilometres away on Campbell and Denny Islands respectively. The power corporation is the largest employer for the community and the greatest resource for emergency response apparatus and supplies.

The total population of the Ocean Falls Community is estimated at 32 with summer-only residents expanding this number to approximately 125. Summer boating tourists can increase this number somewhat. The community operates as the Ocean Falls Improvement District within the Central Coast Regional District which is based out of Bella Coola.
In recent years the population of the region has come to include former urban dwellers whose level of self-sufficiency falls below that of the traditional population. Some residences may rely on electricity for heat and may not have wood-burning appliances for back-up. This reliance creates a vulnerability that is not always appreciated by the self-reliant populous. Given this type of socio-economic background, a significant part of the population is not in a position to easily recover from a catastrophic event (many people likely do not have insurance or finances to cover emergency expenses). Furthermore, the Central Coast Regional District has a very small tax base and virtually no industrial tax income. Consequently, the Ocean Falls Community is very limited in the amount of resources it can put towards emergency response, mitigation and recovery.

1.3 *Authority*

Emergency management in British Columbia is authorized by a set of legal statutes and implemented through the Provincial Emergency Program and at the local level through the Emergency Executive Committee which operates under the Central Coast Regional District's authority. The Ocean Falls Improvement District falls within Area 'A' of the Central Coast Regional District boundary.

1.3.1 Legal Statutes

The legal authority at the Provincial level for emergency management and response is set out in the following statutes:

- Emergency Program Act
- Emergency Management Program Regulation
- Compensation & Disaster Financial Assistance Regulation

Emergency planning at the local level is enabled through the:

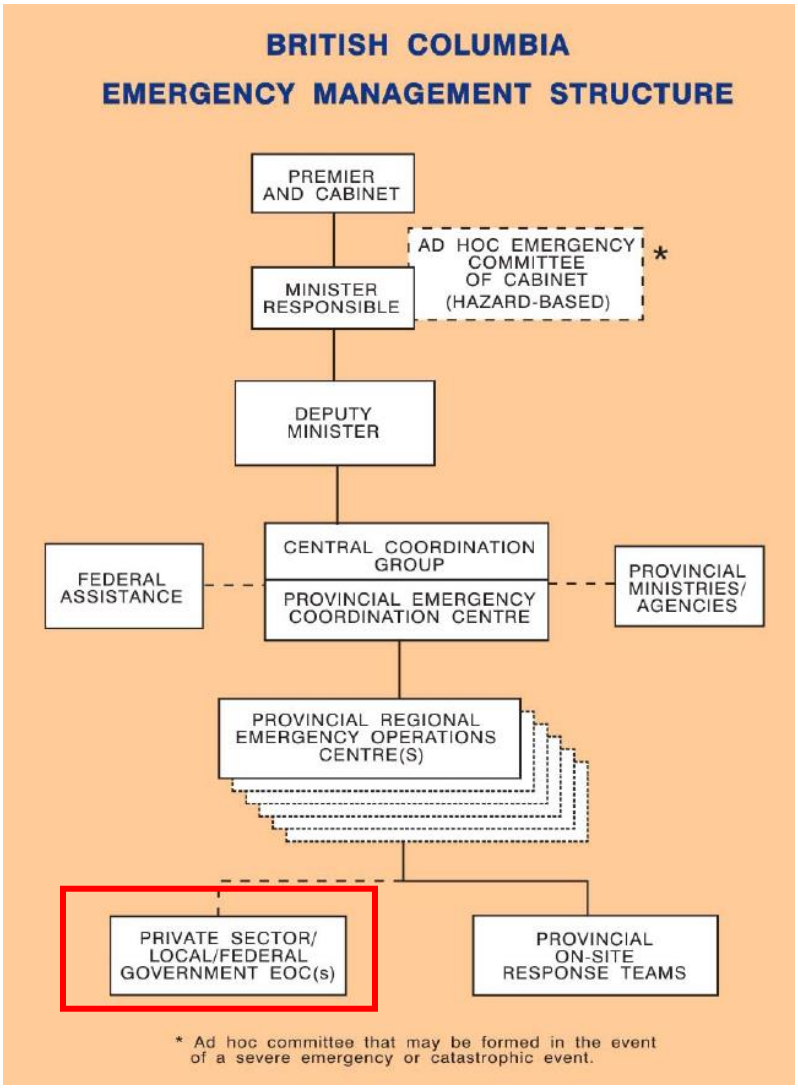
- Local Authority Management Regulation
- CCRD Bylaw 324 – Emergency Measures Establishment
- CCRD Bylaw 325 – Emergency Measures Regulatory

Copies of these statutes are contained in Annex 1.

Emergency response measures may also be directed by regulations contained within the Provincial Health Act.

1.3.2 British Columbia Emergency Response Management System

Emergency management in British Columbia is the responsibility of the Ministry of Public Safety and is implemented through the Provincial Emergency Program (PEP). Local government is responsible for local emergency management with support from PEP. Emergency management is standardized and delivered through the British Columbia Emergency Management System (BCERMS). Ocean Falls is an Improvement District within the Central Coast Regional District which is part of the North East PEP Region based in Prince George.


BRITISH COLUMBIA
EMERGENCY MANAGEMENT STRUCTURE
PREMIER AND CABINET
AD HOC EMERGENCY COMMITTEE OF CABINET (HAZARD-BASED)
*
MINISTER RESPONSIBLE
DEPUTY MINISTER
CENTRAL COORDINATION GROUP
PROVINCIAL EMERGENCY COORDINATION CENTRE
FEDERAL ASSISTANCE
PROVINCIAL MINISTRIES/ AGENCIES
PROVINCIAL REGIONAL EMERGENCY OPERATIONS CENTRE(S)
PRIVATE SECTOR/ LOCAL/FEDERAL GOVERNMENT EOC(s)
PROVINCIAL ON-SITE RESPONSE TEAMS
* Ad hoc committee that may be formed in the event of a severe emergency or catastrophic event.

1.3.3 Local Emergency Management Organization

Ocean Falls ER-Team

- Deputy CCRD EP Coordinator
- Local Emergency Committee

CCRD Emergency Executive Committee

- Coordinator, CCRD rep, Nuxalk rep, Secretary

EOC Director/ Incident Commander

- Usually EEC Coordinator
- Implement Emergency Plan
- Coordinate operations in EOC
- Liaison with PEP

EOC Core Team

RCMP	Ambulance	Communications Officer	ESS Officer	Public Information Officer	Operations Manager	Other
- Protect life & property - Law enforcement - Site command posts - Traffic control - Disaster site perimeter - Evacuation coordination - Liaise with other police	- Liaise with hospital & health services - Transport of sick & injured	- Coordinate local callout - Establish EOC communication system - Establish communication with outside agencies	- Manage displaced people - Arrange lodging, feeding clothing - Supervise opening of reception centers - Liaison with providers of care for those in need - Support service for emergency workers - Records & accounting support	- Disseminate info to public & media - Establish communication with EOC - Organize press conferences - Monitor news coverage & correct inaccurate info - Manage media center - Maintain media record file	- Coordinate field operations - Enlist support organizations: Highways BC Hydro Telus MOF DFO MWLAP Interior Roads Machinery Contractors Volunteers	- Dependent on situation - Search & rescue - Fire Department - Hospital

1.3.3.1 Nuxalk Nation Emergency Program Agreement

The Central Coast Regional District and the Nuxalk Nation Government have established a working protocol that ensures the 2 governments share responsibility for provision of an emergency program for the people of the Bella Coola Valley. The agreement forms a part of the Bella Coola Emergency Plan and states that both parties will respond to emergencies in a coordinated fashion as they are able. Copies of this agreement are maintained both at the CCRD and Nuxalk administration offices. Nuxalk Emergency personnel may assist with emergency situations outside of their traditional territory but are not required by agreement to do so.

1.3.4 Emergency Executive Committee (EEC)

An Emergency Executive Committee shall be composed of:

- Board Director (Committee Chairperson)
- Secretary
- Emergency Coordinator
- Nuxalk Nation representative

The purpose of the EEC is to oversee and implement the emergency preparedness and response program for the Central Coast Regional District. Accordingly, the EEC shall prepare and present to the CCRD Board for review and approval plans respecting the preparation for, response to and recovery from emergencies and disasters. These plans are to include:

- Hazard list, including description and estimated risk level
- Process for periodic review and updating
- Program for emergency response exercises
- Training program
- Procedures for obtaining physical and financial emergency resources and assistance
- Implementation procedures
- Procedure for warning those persons at risk
- Procedures for provision of food, clothing, shelter, transportation and medical service for victims
- Procedures for establishing priorities for restoring essential services provided by CCRD and recommend priorities to other service providers.

The EEC may also enter into agreements with other agencies, organizations or individuals for the provision of emergency assistance, coordination or supply of goods and services.

1.3.4.1 Individual EEC Roles and Responsibilities

All members of the EEC will contribute to discussion of, and creation of plans for, whatever situation exists. Each member will act as liaison with the organization he or she represents, and will be responsible for mobilizing the resources and coordinating the response of that organization. Specific responsibilities:

Table 1.1 EEC Position Roles & Responsibilities

Position	Role
CCRD Board (Committee Chair)	• Liaison with CCRD Board and higher levels of government. • Arrangement of advisory and logistical support from CCRD staff. • Provision of any authority needed through local government.
Emergency Coordinator, or alternate	• Implementation of the Emergency Plan. • Co-ordinate operations within the EOC, including scheduling of regular meetings. • Liaison with PEP.
Nuxalk Representative	• Liaise with Nuxalk Nation Council regarding emergency preparedness, response and provision of any authority needed from Nuxalk Nation. • Coordinate communication with Nuxalk community. • Coordination with RCMP of evacuations on Reserve. • Arrangement of advisory and logistical support from Nuxalk Nation staff. • Coordinate mobilization of Nuxalk resources – equipment, personnel and resources.
Secretary	• Notification of EEC members when emergency exists. • Maintaining minutes of the EEC/ERT (decisions made and actions takes) during an emergency. • Submitting a summary to the Board of the CCRD within one week of the termination of the emergency. •

1.3.5 Local Emergency Committee

The Ocean Falls Community maintains a Local Emergency Committee (LEC) to review emergency issues and liaise with the Regional District Emergency Executive Committee and Emergency Program Coordinator as required. The LEC is currently 'Ad-Hoc' and is made up of the Deputy CCRD EPC, the Ocean Falls Improvement District Manager, the Ocean Falls Fire Chief and various community stakeholders. When available, the LEC will respond to emergency events and staff the local Emergency Operations Centre to provide support to incidents that may be occurring.

1.3.6 Implementing the Emergency Response Plan

The Emergency Plan may be implemented by the CCRD Board, the Chairperson or the Emergency Coordinator. Implementation of the Emergency Plan does not automatically declare a state of local emergency. The CCRD Board or the Chairperson may declare a "**state of local emergency**" when extraordinary power or authority is needed to effectively deal with an emergency. See Section 1.3.5.1 Declaring State of Local Emergency for further details on procedures in declaring a "state of local emergency".

1.3.6.1 Declaring State of Emergency

Prior to issuing a 'State of Emergency', the heads of the local emergency response organization (EEC and Core Emergency Response Team) need to determine that, in their best judgement, emergency conditions warrant such a declaration. Applicable conditions may include the requirement for mandatory evacuations or to prohibit travel to affected areas. This should then be advised to the heads of the Local Authority. The briefing to the heads of the Local Authority should include a recommendation that they issue a declaration, as well as the nature, extent, probability of loss, resources at risk, and geographic area of the perceived emergency. If time permits, consultation should occur between the local government authorities and the Director or Designate of the Provincial Emergency Program (PEP) prior to the declaration. The consultation process should also include the PREOC, if established, and any neighbouring local governments that could be impacted.

Declaring a state of emergency brings with it several powers enabled by the BC Emergency Program Act. These include the following abilities:

- Acquire and use any real or personal property necessary to address the effects of an emergency

- Authorize or require any person to render assistance that the person is qualified to provide
- Control or prohibit travel in affected areas
- Provide for restoration of essential services
- Evacuate persons, livestock, animals and personal property and make arrangements for adequate care and protection of same
- Authorize entry into buildings or land in the course of implementing the emergency plan
- Demolish or remove trees, structures or crops if necessary to address emergency
- Carry out relevant construction works
- Procure, fix prices or ration food and other essential supplies, property, services, resources or equipment.

After declaring a of state of emergency, the CCRD Board, EEC Chairperson or, upon authorization, the Emergency Program Coordinator (or designated alternate) may do any and all acts considered necessary to implement procedures that they consider necessary to prevent, respond to or alleviate the effects of an emergency.

The Local Authority must monitor the implementation of these powers very closely for any possible misuse.

A Local Authority or the province **NEED NOT** declare a state of local emergency for the following:

- to implement part or all of their Emergency Response and Recovery Plan
- to gain liability protection under the BC Emergency Program Act
- to qualify for disaster financial assistance under the *BC Emergency Program Act*

1.3.6.2 Steps in Declaring State of Emergency

Section 12 of the Emergency Program Act allows Local Authority, or head of a Local Authority (Regional District Board or Chair) to declare a State of Local Emergency if extraordinary powers are required to deal with the effects of an emergency or disaster. Steps to consider:

1) The Local Authority must be satisfied that an emergency exists or is imminent.

2) Declarations can be made in two ways:
   - by bylaw or resolution if made by a Local Authority,
   - by order, if made by the head of the Local Authority.
3) Before issuing a Declaration by order, the District Chair must use their best efforts to obtain the consent of the other members of Council or Board prior to the Declaration.
4) As soon as practical after issuing a Declaration order, the District Chair must convene a meeting of Council and/or Board to assist in directing response to the emergency.
5) The Declaration of State of Local Emergency form must identify the nature of the emergency and the area where it exists or is imminent as well as indicate the specific powers required to address this. The Chair, immediately after making a Declaration of State of Local Emergency, must forward a copy of the Declaration to the Attorney General, and publish the contents of the Declaration to the population of the affected area. A coordinated public information communications plan should be available for immediate implementation, following the declaration.
6) A State of Local Emergency automatically exists for seven (7) days unless cancelled earlier. An extension of a State of Local Emergency beyond seven days must have the approval of the Attorney General. Steps 2, 3, and 5 above must be followed for each 7-day extension.

A sample Declaration of State of Emergency Order form is contained at the end of this section.

1.3.6.3 Cancellation of State of Emergency

A Declaration of a State of Local Emergency is cancelled when:

- It expires after 7 days or any 7-day extension;
- The Attorney General cancels it;
- It is superseded by Provincial State of Emergency; or
- It is cancelled by bylaw, resolution or order.

Once it is apparent to the head of the response organization that extraordinary powers are no longer required and that the State of Local Emergency may be cancelled, they should advise the Chair as soon as possible. If the Declaration is cancelled by resolution or order, the Attorney General must be promptly notified.

1.3.6.4 Emergency Declaration Form, CCRD Chair

DECLARATION OF A STATE OF LOCAL EMERGENCY
(REGIONAL CHAIR)

WHEREAS the area herein described is or may soon be encountering an emergency that requires prompt action to prevent harm or damage to the safety, health or welfare of persons or to prevent damage to property;

Emergency Area:

a) Bella Bella Region (Incl Denny Island) Yes ( ) No ( )

b) Ocean Falls Region Yes ( ) No ( )

c) Oweekeno Region Yes ( ) No ( )

d) Bella Coola Valley Region Yes ( ) No ( )

Nature of the Emergency: *(include specifics re: location)*

_____

_____

_____

Specific powers requested: *(what is required from State of Emergency)*

_____

_____

AND WHEREAS the undersigned is satisfied that an emergency as defined in Part 3, Section 3 of the British Columbia Provincial Emergency Program Act, exists or may exist in the Regional District Region/Area noted above;

AND WHEREAS the Board of the Regional District is unable to act;

AND WHEREAS the undersigned has (check appropriate box):

(a) Consulted with a majority of the members of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

(b) Found it impractical to consult with a majority of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

THE UNDERSIGNED HEREBY DECLARES pursuant to Part 3 Section 12 of the British Columbia Emergency Program Act, a State of Local Emergency in the Regional District Region/Area noted above as of and from _____
o'clock in the forenoon of the _____ day of _____, AD, 200__.

THIS DECLARATION OF A STATE OF LOCAL EMERGENCY shall exist until _____ o'clock in the forenoon of the day of _____, AD, 200__ or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in Section 20 of the Emergency Program Act.

DATED at _____, Province of British Columbia this _____ day of _____ AD, 200__ .

_____
Regional Chair Signature

Central Coast Regional District

_____
Chief Administrative Officer Signature

1.3.7 Emergency Operations Center (EOC) Activation

An Emergency Operations Center (EOC) may be established to facilitate the efficient and organized deployment of emergency response. An EOC may be activated by request from any one of the following:

- an Incident Commander within the EOC's jurisdiction
- persons named in the jurisdictions' emergency plan and/or EOC plan such as: EOC Director; Emergency Program Coordinator; CCRD Chair or elected officials; CCRD Administrator; Fire Chief; Police Chief; etc.
- Authorized representatives of any relevant agency with responsibility for public safety or service provision.
- Director of the Provincial Emergency Program following a Provincial Declaration of State of Emergency.

The EOC may be activated with or without a Declaration of a State of Local Emergency or Provincial Emergency; however, it ***must*** be activated once a Declaration has been made.

See Section 2 – Emergency Operation Center Activation Plan for further details on where and how to establish the EOC.

1.3.8 Emergency Response Team (ERT)

An Emergency Response Team is responsible to carry out the various functions and operational requirements necessary to mitigate and minimize emergency damage. The Ocean Falls ERT consists of local area personnel as listed in specific Emergency Response (ER) sections. The following example of the Bella Coola ERT is listed for information at this time although the Bella Coola ERT may be used as a resource for an Ocean Falls Emergency event. The ERT is supervised by the EOC Director and may consist of the following personnel:

- Communications Officer
- Emergency Social Services Officer
- Public Information Officer
- RCMP
- Ambulance
- Operations Manager
- Other Personnel (as appointed by EOC Director).

1.3.8.1 ERT Group Responsibilities

The actions, or decisions, for which the members of the ERT are likely to be responsible, include:

- Calling out and mobilizing emergency services, agencies and equipment.
- General duties required for the operation of the EOC.
- Ensuring the Emergency Site Manager(s) (ESM) is/are appointed.
- Deciding the nature and severity of the emergency, and what the aim of the response is to be (e.g. fight emergency, or flee from it).
- Assess appropriateness of location and composition of ERT and making necessary changes.
- Determining the need for any advisory groups or subcommittees.
- Coordinating and directing emergency services in accordance with the law.
- Warning those likely to be affected by the emergency.
- Coordinating and overseeing the evacuation of persons in danger.
- Notifying and requesting assistance from PEP and other public or private agencies.
- Arranging for services and equipment from local agencies or businesses.
- Assessing resource needs (e.g. volunteers, transport, etc) and arranging for same.
- Ensuring that pertinent, accurate information regarding the emergency is disseminated to public and media, through the PIO.
- Authorizing, through PEP, the expenditure of money required to deal with the emergency.
- Notifying services, agencies or groups under their direction when the emergency is over.
- Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the CCRD Board within one week of the termination of the emergency, as required.
- Submitting required reports to PEP.
- Participating in the debriefing following the emergency.

1.3.8.2 Individual Roles and Responsibilities

Table 1-2: Emergency Response Team Roles

Position/Organization	Role
EO Center Director/ Incident Commander	▪ Implementation of the Emergency Plan ▪ Supervise and lead the activities of the ERT. ▪ Coordinating operations within the EOC, including scheduling of regular meetings. ▪ Liaison with PEP
Emergency Social Services Officer	Coordinating implementation of the ESS Plan (Section 5) which includes: ▪ Ensuring the well-being of residents displaced from their homes, by arranging emergency lodging, clothing, feeding, registration and inquiry services, and personal services. ▪ Supervising the opening and operation of adequately staffed temporary and/or long-term evacuee centres and pre-designation of alternate reception centres/shelters. ▪ Liaison with providers of care for community members with special needs, ▪ Provision of support services for emergency workers (i.e. rest areas, feeding facilities, etc).
Communications Officer	Implement the Communications Plan (see Section 3): ▪ Initiate local call out ▪ Establish a communications system with outside resources as determined by the Emergency Response Team ▪ Establish a communications system between the members of the Emergency Response Team and key community personnel ▪ Establish a network of resources to disseminate important communiqués issued by the Emergency Response Team.
Public Information Officer	Primary lead in communicating with broad public and media. ▪ Dissemination of accurate, consistent information to the public and media in cooperation with the EOC Director. ▪ Establishing communication with the site information officer, and with other media ▪ Ensuring that media centre is set up and staffed. ▪ Organizing press conferences, interviews, and regular media briefings. ▪ Monitoring news coverage, and correcting inaccurate information. ▪ Maintaining a file of media releases and newspaper articles and news broadcasts regarding the emergency.
RCMP	▪ Protection of life and property and enforcement of law and order. ▪ Establishment of site command post(s) with communication to the EOC. ▪ Establishment of inner and outer perimeters at disaster site.

	▪ Provision of traffic control to facilitate movement of emergency vehicles ▪ Alerting persons endangered by the emergency and coordinating evacuation procedures. ▪ Provision of police services in reception centres, morgues, and other facilities. ▪ Liaison with other police agencies ▪ Search and rescue assistance.
Ambulance	• Liaison with hospital and other emergency health services. • Coordinating transport of sick and injured under disaster condition, including transport of mass casualties.
Ministry of Forests	• Coordination and liaison with the Ministry of Forests staff. • Liaison with Emergency Site Manager (specialist Fire Boss) for wildland or interface forest fire suppression. • Coordination of forest fire fighting equipment requirements. • Auxiliary communications • Assistance with evacuations, under RCMP control • Search and rescue assistance.
Fire Department	• Coordination of fire fighting response in urban fires. • Liaison with site commander. • Liaison with other fire fighting agencies. • Auxiliary communications • First aid assistance • Search and rescue assistance • Assist with evacuation under direction of RCMP.
Ministry of Transportation & Highways	• Coordinate implementation of highways emergency plans • Provide updated road information to EOC Director • Assist with coordination of evacuation and establishment of road blocks. • Liaise with external Min Transport Officials. • Auxiliary communications.
Hospital	• Liaison with hospital staff. • Liaison with Ministry of Health officials. • Liaison with ambulance and other health services • Provision of authoritative instructions on health and safety matters through PI Officer. • Coordinate and implement hospital emergency plan. • Coordinate care of ambulatory patients, invalids at home and evacuee centers.
School District	• Coordinate implementation of School Emergency Plans. • Assist with availability of schools/offices for use as EOC and/or social services reception centres. • Assist with provision of school bus transport during evacuation or transportation of casualties or injured people.
Telus	• Coordinate maintenance and repair of telecommunications. • Liaise with other telecommunications organizations.
BC Hydro	• Coordinate implementation of BC Hydro Emergency Plan. • Liaise with external BC Hydro personnel. • Auxiliary emergency communications. • Provision of equipment and vehicles as available.

Department of Fisheries & Oceans	• Assist with provision of resources for water based emergencies as available. • Liaise with external DFO officials. • Auxiliary communications. • Assist with search and rescue.
Ministry of Water, Land & Air Protection	• Assist with provision of resources –vehicles, boats – as available. • Liaise with external MWLAP officials • Auxiliary emergency communications.
Snootli Hatchery	• Assist with provision of resources for water based emergencies. • Liaise with external DFO officials. • Auxiliary communications. • Assist with search and rescue.
River Environmental Protection Committee	• Assist with monitoring of water levels during time of flood. • Assess dikes.

1.3.8.3 Emergency Site Manager

The Emergency Site Manager is usually appointed from one of the lead emergency response agencies (ie Fire Boss from MOF). Duties include:

- Establishing communications with EOC and other responders
- Assess magnitude of damage and threat
- Decide with EOC on response
- Isolate site and establish inner and outer perimeters
- Define priorities for limited resources
- Coordinate search and rescue
- Establish regular brief meetings with all agencies involved to exchange information and make decisions
- Ensure proper dissemination of information and instructions
- Marshal resources
- Arrange shifts and rest schedules in protracted operations
- Liaise with ESS Officer for support services for emergency personnel
- Work with PI Officer to keep public and media informed.

1.3.9 Activation Protocol

Upon receipt of a legitimate request to establish an EOC, an EEC (or otherwise responsible) member will immediately contact the Emergency Program Coordinator who will normally be acting as EOC Director. Failing the ability to contact the EPC, the EEC Secretary or other EEC member is to be notified. The Secretary or other EEC designate is then to initiate a system of notification as contained in Section 3 Communications Plan.

1.3.10 Emergency Response

It is incumbent on all persons involved with the Ocean Falls Emergency Program to ensure that the appropriate level of response is provided any potential emergency situation. No individual or agency shall be criticized for reacting to any perceived emergency with the utmost of priority.

1.3.11 Warning to Population

All members of the emergency community are responsible to ensure that concise and accurate warnings are issued to any residents deemed to be at risk of an emergency. Section 3.2.2 of the Communications Plan provides for the appropriate measures and methods of notification for particular emergency situations. Emergency members are cautioned to avoid the creation of panic response when issuing any emergency warnings.

1.3.12 Evacuation

Evacuation of any area deemed to be at risk of emergency may be requested by the EOC Director or designate. Evacuations may be suggested (voluntary) or, in extreme cases, may be ordered (mandatory) as determined by the ERT. It is intended that ***Mandatory Evacuations be preceded by a declaration of a state of local emergency*** whenever possible.

1.3.13 Requesting Assistance from Other Government Levels

If deemed necessary by the local ERT or the CCRD board, assistance from other levels of government may be requested by the EOC at any time during an emergency. Due to the remote location of the community and potential delays in receiving outside assistance such a request should be made at the earliest possible opportunity. No individual or agency shall be criticized for requesting appropriate outside assistance at any time before, during or after a potential emergency.

1.4 *Hazard Potential*

The hazard potential for the Ocean Falls Community was assessed using the Provincial Emergency Program (PEP) “Hazard, Risk and Vulnerability Analysis (HRVA) Tool Kit” (2004) approach. Hazard and Risk Analysis was conducted using the online HRVA Web tool for each of the hazards having potential to cause emergencies of the scale necessary to invoke the Ocean Falls Emergency Plan. Input data for the analysis was acquired through interviews with local agencies, previous emergency plans, various studies and experienced knowledge of the plan authors. For each hazard a risk index is generated based on the severity potential and estimated frequency. The input data for each hazard are provided in Annex 2. The combined results of this analysis form the Hazard Profile for the Ocean Falls Community.

It should be noted that this hazard evaluation system is done using a Provincial scale and therefore a severity potential ranking of ‘low’ may be very high on a relative basis at the local level.

1.4.1 Fire – Wildland and Urban Interface

Risk Index: 12
Severity Potential: Very high
Frequency: Unlikely, improbable
(return period every 30-100 years)

Wildland and urban interface (homes and businesses build among trees) fire is potentially the most severe emergency threat that the Ocean Falls Community faces. Fires can start without warning and, under the right conditions, can spread very quickly to affect the whole community. The rapid nature by which this emergency can develop and the devastating harm it can cause makes this one of the most challenging emergency response situations that can arise. Accordingly, prevention is paramount and the implementation of a ‘Firesmart’ community program is recommended to help reduce the hazard. The requirement for evacuation is very likely due to the layout of the Martin Valley development and the absence of a lengthy road network.

Ocean Falls is located in the heart of the coastal rainforest and as such, the risk of wildfire is low compared to other parts of the Province. However, there is growing concern within the community, and recent fire occurrences confirm, that wildfire is a threat to communities in this part of the Province

1.4.1.1 Community Wildfire Protection Plan

A comprehensive Community Wildfire Protection Plan (CWPP) for the Ocean Falls Community was completed in August of 2006 by Hans Granander of HCG Forestry Consulting. The document is annexed to this emergency plan and forms an integral part of emergency planning for Ocean Falls.

It is expected that key recommendations of this plan will be well received and that resources can be sought to allow these to be implemented within the community.

1.4.2 Landslides, Avalanches and Debris Flows

Risk Index: 12
Severity Potential: Very high
Frequency: Unlikely, Improbable
(every 30-100 years)

Steep mountainsides mean there is always a potential for snow or land (soil or rock) slides. These will have adverse effects on the areas they fall on, ranging from destruction of life and property to disruption of power and telephone lines and roads. Several avalanche chutes exist between the community centre and the Martin River area with one directly above the Martin Valley settlement.

Avalanches, land slides and debris flows are usually associated with heavy snow and/or rain events; however, they may also be triggered by earth tremors.

In 1965 a severe avalanche occurred near the townsite and resulted in 7 deaths along with destruction of several structures.

1.4.2.1 Avalanche Hazard Reduction Strategy

There is a significant risk that a prolonged rain-on-snow event could bring down rock and debris on the highway link between the townsite and Martin Valley subdivision. It is prudent that emergency officials monitor weather conditions for heavy rains and warming trends following heavy snowfall events. Precautions that can be taken include the following:

- Locate heavy equipment in both communities to assist with potential debris clearing efforts.
- Place watch persons in safe vantage areas to monitor water & potential debris flows.

- Advise residents to avoid travel through recognized hazard areas and, in extreme situations, restrict travel along the Martin Valley corridor.

1.4.3 Disease and Epidemics

Risk Index: 9
Severity Potential: High
Frequency: Unlikely - Improbable

The World Health Organization and the US Centre for Disease Control both state that the threat of impending global pandemic is very real. Currently, these organizations are tracking the mutations of H5N1, the avian flu virus that has been shown to cause a staggering 75% mortality rate in affected humans. As this strain originates in South-east Asia, the west coast of British Columbia is recognized as being vulnerable to the spread of the disease due to the large volumes of travellers that make the populated areas of the province their destination.

The fact that Ocean Falls is positioned in isolation has both positive and negative benefits in relation to disease and epidemics. Because it is not a heavily populated area with large numbers of people traveling through it, the community is not as exposed to disease originating from distant shores. On the other hand, because it is a close knit community, infectious disease can spread very quickly to affect a significant number of residents, thus potentially disabling the community's ability to provide essential services. Of benefit are the facts that the community has no children and few senior citizens and that no poultry are currently kept by residents. The community's isolation and limited points of entry may provide some defence against a pandemic threat affecting British Columbia, but if this was to occur, the community would have to limit outside access and provide much of its food and other supply needs locally. House quarantine or other forms of confinement may be a requirement in severe cases. In the event of a pandemic, Ocean Falls should not expect much help from the outside as larger populations at risk would receive priority with regards to medical, or other, assistance. As the community has no dedicated health facility it can be expected that severely ill patients will need to be transferred to Bella Bella or Bella Coola Hospitals in order to receive treatment. In addition, the small human resource base in Ocean Falls would likely see a relatively high number of personnel out of commission making it difficult to maintain operations of infrastructure and services. Central Coast Power and other critical employers should be encouraged to engage in business continuity planning to help avoid costly shut-downs due to lack of capable personnel.

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1.4.3.1 Hazard Reduction Strategies

Local health services are responsible **for** addressing disease issues through their emergency plans. The Ocean Falls Emergency Program must maintain communication with the Vancouver Coastal Health

Authority, through the Bella Coola and Bella Bella General Hospitals. In addition, the district health nurse should be made aware of persons-at-risk and be consulted at the outset of any serious outbreak. A pandemic outbreak would require the community to be self reliant for an extended period of time and this would require stocking up of non-perishable foods and rationing of essential supplies. All residents of the community must also be encouraged to obtain flu vaccinations each year and the health authority must be supported in its efforts to receive sufficient vaccine supply.

It is essential that the community's emergency plan contain provisions to protect essential services providers at the outset of an epidemic/pandemic emergency.

1.4.4 Dam Failure

Risk index: 8
Severity Potential: Very high
Frequency: Highly unlikely, (rare event)

The Central Coast Power Corporation generation facility is located directly below the Ocean Falls dam, as are most of the community's commercial buildings. The dam holds back Link Lake, a large body of water that would be released onto the facilities below should the dam structure fail for any reason.

It is expected that many workers in the surrounding area would lose their lives and that the docking facilities would be destroyed leaving the community temporarily cut-off from marine transport. The loss of the generation facility and the fish farming operation next to it would a substantial financial blow to the community and it is very possible that the hydro operation would not be rebuilt.

The residential settlement of Martin Valley is considered far enough away form the dam that no major loss of life is expected at this area. However, the airplane ramp may be damaged and the residents essentially at a loss for any transportation mean immediately following any dam failure.

There is little mitigation available for such an incident caused by natural forces such as a major earthquake. In the event of a terrorist threat, the use of police or military support would be requested.

1.4.5 Earthquake

Risk Index: 8
Severity Potential: Very High
Frequency: Highly unlikely, (rare event)

There have been two quakes of magnitude 3.0 to 4.9 in the Kimsquit area, near Ocean Falls, in the last thirty years. The Queen Charlotte fault, located out in the Pacific Ocean, is the nearest active fault line posing the greatest threat to the central coast.

Tremors from distant earthquakes have been felt in the Bella Coola region. Canada's largest earthquake (magnitude 8.1 Richter) took place in the Queen Charlotte Islands in 1949, and was felt widely over western North America. A magnitude 7.3 quake happened in Central Vancouver Island in 1946 and caused extensive damage along eastern Vancouver Island. An earthquake capable of structural damage (greater than 5 on the Richter scale) can be expected to strike somewhere in southwestern British Columbia once every ten years, and there are predictions that a very serious (8 to 9) earthquake is overdue for the Lower Mainland - Vancouver Island region. Such a quake would likely cause some problems in Ocean falls in terms of structural shake damage and disruption of power, communication and supply lines. The biggest concern would be the potential failure of the hydroelectric dam. Earthquakes can also trigger fires, however, the greatest threat of damage from earthquake in Ocean Falls would likely result from an associated tsunami or landslide.

Earthquakes are unpredictable. They provide no warning and their effects are immediate. An earthquake lasts from 30 seconds to 2 minutes, and there may be aftershocks intermittently for days. Possible effects include damage to buildings, roads and runways, power and telephone lines, fuel lines, water lines and sewage systems; diversion of stream channels, and blockage of streams with subsequent flooding. Damage may be minor or nearly total, local or regional. Debris removal and cleanup will be a concern after the event.

1.4.5.1 Hazard Reduction Strategies

Hazard reduction from earthquakes is primarily addressed through tsunami hazard reduction strategies.

- Public education that teaches "The ground is the warning" is intended to have residents move to high ground (20 M) immediately following a large (20 seconds or more) earthquake.

1.4.6 Tsunami

Risk Index: 8
Severity Potential: Very high
Frequency: Highly unlikely, (rare event).
(Return period every 30-100 years)

Tsunamis, or tidal waves, are unusually big waves generated from a disturbance in the ocean. Typically caused by an earthquake on the ocean floor, tsunamis can also be caused by near shore land slides or even meteorites from space. Ocean falls is at risk from both ocean generated waves and inshore waves caused by massive landslides. By monitoring earthquake activity, PEP operates a Tsunami warning system for the coast of British Columbia and depending on the type of initiating event, the alert time can range from a number of hours to no forewarning at all. Wave travel time from likely tsunami sources in the ocean is estimated at five – six hours. However, a near- shore subduction earthquake or a massive land slide occurring in Dean Channel, Fisher Channel or Cousins Inlet would provide no time for evacuation alert. Therefore, if people experience a hard shaking earthquake for more than 15-20 seconds, they should immediately head for high ground at least 20 m. elevation above sea level; directly up the hill from townsite to the dryland sort or up the Martin Valley Road to ?

Due to the outer islands and geography of the inlets, Ocean Falls is somewhat protected from the full brunt of an ocean generated tsunami. As no tsunami modelling is currently available for the Cousins Inlet area, it may be assumed that the hazard is similar to the PEP estimate for the North Bentinck Arm at Bella Coola which is 10 metres.

When evacuating due to threat of tsunami, the general rule of thumb for coastal BC is to evacuate to locations at least 20 m above sea level.

1.4.6.1 Tsunami Hazard Reduction

- Up to date Emergency Response Plan.
- Public education.
- Coordinated Alerting and Evacuation Procedures.
- Post signs for evacuation routes to safe areas ***(at the time of writing this plan, the CCRD is participating in a pilot project that would see tsunami warning signs erected at Ocean Falls).***
- Training opportunities through PEP, The Justice Institute, ESS or other public or private education providers.

1.4.7 Explosions

Risk Index: 6
Severity Potential: High
Frequency: Highly unlikely (rare event)

The Ocean Falls community does include an industrial aspect although the risk of a serious explosion occurring is low. Use of explosives is limited and primarily related to logging road construction and very occasional major works projects such as rip rap rock procurement and site preparation. Vendors using explosives are required to follow strict rules for storage, record keeping and magazine facility standards. The potential for other explosions are primarily related to fuel transport or storage facilities at the harbour or generating station. A propane explosion is also a possibility as there are a number of homes that rely on propane as a fuel source. Except for an explosion at the harbour an explosion would likely not affect more than one or two structures.

1.4.7.1 Hazard Reduction Strategies

Reduction of explosion hazard is primarily the responsibility of the user, service provider and associated agencies. Community initiatives that will help reduce hazard are:

- Promotion of safe storage and handling practices.
- Build capacity to handle explosion response.
- Establish system for vendors to notify CCRD of the transport and storage of explosives.

1.4.8 Harmful Materials Spills

Risk Index: 6
Severity Potential: High
Frequency: Highly unlikely (rare event)

The most likely chemical spills in the Ocean Falls area will be fuel (gasoline, diesel, or propane). The main fuel storage sites are at, or near the harbour. Fuel spills are most likely to occur during transport and fuel is brought in by barge to the community. Materials used at the salmon farm, or the accidental release of salmon fry, may cause undesirable effects on the immediate or surrounding environment although this has not yet been quantified.

1.4.8.1 Hazard Reduction Strategies

Hazard reduction strategies for harmful materials spills is primarily the responsibility of the material storage or handling vendor and associated agencies. Central Coast Power maintains a kit which contains emergency fuel spill control and clean up material (booms, soaker pads, etc). Vendors should be encouraged to advise the CCRD of any situation requiring the potential involvement of emergency personnel (eg exceptionally large fuel transfers or construction projects relating to fuel storage).

Community initiatives that will help reduce hazard are:

- Promotion of safe storage and handling practices
- Build capacity to handle spill control and clean up.
- Establish system for vendors to notify CCRD of the transport of hazardous material that are unusual for the area and particularly dangerous to population (ie chlorine or ammonia gas).
- Encourage training opportunities through PEP, The Justice Institute, ESS or other public or private education providers.

1.4.9 Transport Accidents

Risk Index: 6 (marine); 6 (air); 4 (road)
Severity Potential: High (marine); Low (air); Very low (road)
Frequency: Marine- highly unlikely, Air- unlikely, improbable, Air- Occasional, slight chance.

MARINE DISASTER

If a large vessel such as the Ferry were to run into trouble near Ocean Falls, all local resources will be called on to help with rescue. Once ashore, passengers, if injured, would place serious demands on the community at large; if healthy, they would require temporary accommodation and basic supplies, both in scarce commodity. Other more complicated scenarios are imaginable: for example, a large vessel (or fuel barge) might collide with the dock and start a fire. Storms may endanger fishing fleets or multiple recreational boaters thereby straining search and rescue resources. A large number of pleasure craft tourists, coupled with enhanced ferry schedule, make the summer months more susceptible to marine accidents.

AIR DISASTER

The effects of an air-crash may vary tremendously, depending on the size of the aircraft and where it comes down. Problems may include severe injury or death

for passengers and/or persons on the ground, and destruction of property, by impact or by subsequent fire. Difficult search and rescue may be required, and multiple casualties will strain the local emergency system. As Ocean Falls relies heavily on air transportation, a particular problem would exist if an air disaster were to cause the closure of the harbour for any reason. Outside helicopter assistance would be the only time-effective option for transporting seriously injured persons immediately following a disaster.

At present, air traffic activity in the Ocean Falls Harbour is relatively light with only two routine service providers, Pacific Coastal Airlines and Bella Coola Air. Summer months are busier although winter heli skiing is increasing helicopter traffic February-March. The following is a summary of the local flight industry.

Airline	Aircraft	Service	# Passengers	# Pilots
Pacific Coastal	Beaver Goose	Charter Charter	6 9	1 1
Bella Coola Air	Cessna 185 Cessna 206	Charter Charter	3 4	1 1

MULTIPLE INJURY ROAD ACCIDENTS

Ocean Falls maintains but a few kilometres of active roads and, as such, the likelihood of serious road accidents is quite low. However, as there are no local medical facilities, an accident with serious injuries would require transport of victims to Bella Bella or Bella Coola for treatment.

Other emergencies/disasters are possible; the above represent the most likely or most potentially serious.

1.4.9.1 Hazard Reduction Strategies

Hazard reduction strategies for accidents is primarily the responsibility of the various transportation service providers and associated agencies. However, community initiatives that will help reduce hazard are:

- Promotion of safe driving and boating
- Build capacity to handle transportation and care of multiple victims involved in accidents.
- Training opportunities through PEP, The Justice Institute, ESS or other public or private education providers.

1.4.10 Severe Weather/Storm Surge

Risk Index: 6
Severity Potential: Low
Frequency: Unlikely, improbable (every 30-100 years)

Storms can occur at any time of year, however the more severe storms typically occur in winter every 5-10 years or so. Hazards include heavy snowfalls, high winds and unusually cold temperatures. Much of the region is forested and there may be extensive wind throw of trees knocking down power and telephone lines as well as blocking roads. Falling trees also pose a significant danger to people and structures. It may take days or more than a week to restore power to all parts of the valley, so if this occurs in winter it may place many people in peril.

Storms often initiate other problems like flooding, avalanches, lightning caused fires and landslides thus compounding the emergency. Problems may include damage to water, power and telecommunications lines, interruption of road and air traffic, and possible isolation of all or parts of the community. There may be loss of life for anyone caught out on the roads or at sea, and hardship for people isolated in their homes without adequate food, heat, or water. Fortunately, people in the community tend to be self-reliant, and most have at least some wood backup for heat.

Storm Surges have potential for serious damage to harbour structures, particularly if they occur during high tides. Residents have few options to protect infrastructure in such cases.

1.4.10.1 Hazard Reduction Strategies

Hazard reduction of damage from weather storms is primarily through public preparedness education (see section 1.5). Promote installation of:

- Household emergency kits.
- Safe alternate heating and cooking amenities.
- Battery powered radio.
- Encourage educational opportunities through PEP, The Justice Institute and other training providers.

Other mitigative measures are to conduct a regular program of pre-emptive brush, limb and tree clearing in vicinity of power and telephone lines, already being done by public utility providers to some extent.

1.4.11 Power Outage

Risk Index: 6
Severity Potential: High
Frequency: Highly unlikely

Power outages are relatively uncommon in the community but short-term disruptions may occur a number of times every year. Winter is the main time for concern of prolonged power failure as furnaces, well pumps and sump pumps rely on electric power. Many homes have wood as primary or back up heat but there are some buildings that do not, particularly government structures. Food refrigeration would not necessarily be a problem in winter, however, a prolonged power outage in summer could pose significant problems. The community has a portable generator that can be used on a rotational basis to maintain refrigeration in the populated areas.

1.4.11.1 Hazard Reduction Strategies

Hazard reduction from power outages is primarily through public education and promotion of safe home-based backup systems:

- Power supplies (small generators, batteries)
- Wood furnace
- Gas/propane cooking stoves (camping stoves)

1.4.12 Flooding

Risk Index: 2
Severity Potential: Low
Frequency: Very rare event

Although flooding of the Martin River is possible there are few residences directly affected by high water in this area. Of greatest concern may be the potential for damage to the bridge leading west to Roscoe Bay, a road link to the outer coast that is valuable for use in evacuations or when strong winds make it all but impossible to access Cousins Inlet.

Flooding is of greater concern when caused by avalanche or landslides blocking the river at a higher elevation and then letting go. This hazard is identified in other sections.

1.4.13 Civil Unrest and Hostile Acts

Risk Index: 1
Severity Potential: very Low
Frequency: Very rare event

Civil unrest on a scale and intensity to warrant emergency response is highly unlikely. However, the community has experienced tense periods in the past as exemplified by the environmental protests over fish farming in recent years. Civil unrest could lead to riots with resultant property damage and possible multiple injuries. Hostile acts, although unlikely, are not out of the question in Ocean Falls. In each of these circumstances, the RCMP from other regional district communities would be called in to take the lead role and community emergency response will likely be in the form of provision of injury care and social services.

1.4.13.1 Hazard Reduction Strategies

Hazard reduction of civil unrest and hostile acts is through education and continued promotion of a strong community ethic of respect and tolerance.

1.4.14 Critical Facility Failure

Risk Index: 1
Severity Potential: very Low
Frequency: Very rare event

As the community has few critical facilities, this hazard is rated very low. A volunteer fire department structure and water treatment systems are two items of potential concern but it is considered that the loss of these facilities would be temporary at best and the impact to the community negligible.

1.4.15 Drought

Risk Index: Not rated
Severity Potential: unknown
Frequency: Not rated

With an historical average annual rainfall of 172”, drought was not considered at all in the initial hazard rating of the community in November of 2005. However, at the time of writing this plan the community has had a record low rainfall season with definite consequences.

As the main employer in the community is Central Coast Power Corporation, and the dam fed by Link Lake has gone dry 4 times to date in 2006, the economic and social impact to the community caused by drought-like conditions cannot be

ignored. In addition, low water levels in the Martin River made it impossible for Salmon to move upstream in a critical time window. This environmental emergency also has spin-off affect on the community and surrounding area for a number of reasons.

More discussion will take place regarding the risk of drought and the mitigation efforts that may be employed to reduce the impact of potential drought on the community.

1.4.16 Other Hazards

Other hazards that were considered but determined to be of minor concern to the Ocean Falls Commujnity and therefore not addressed in the emergency plan are:

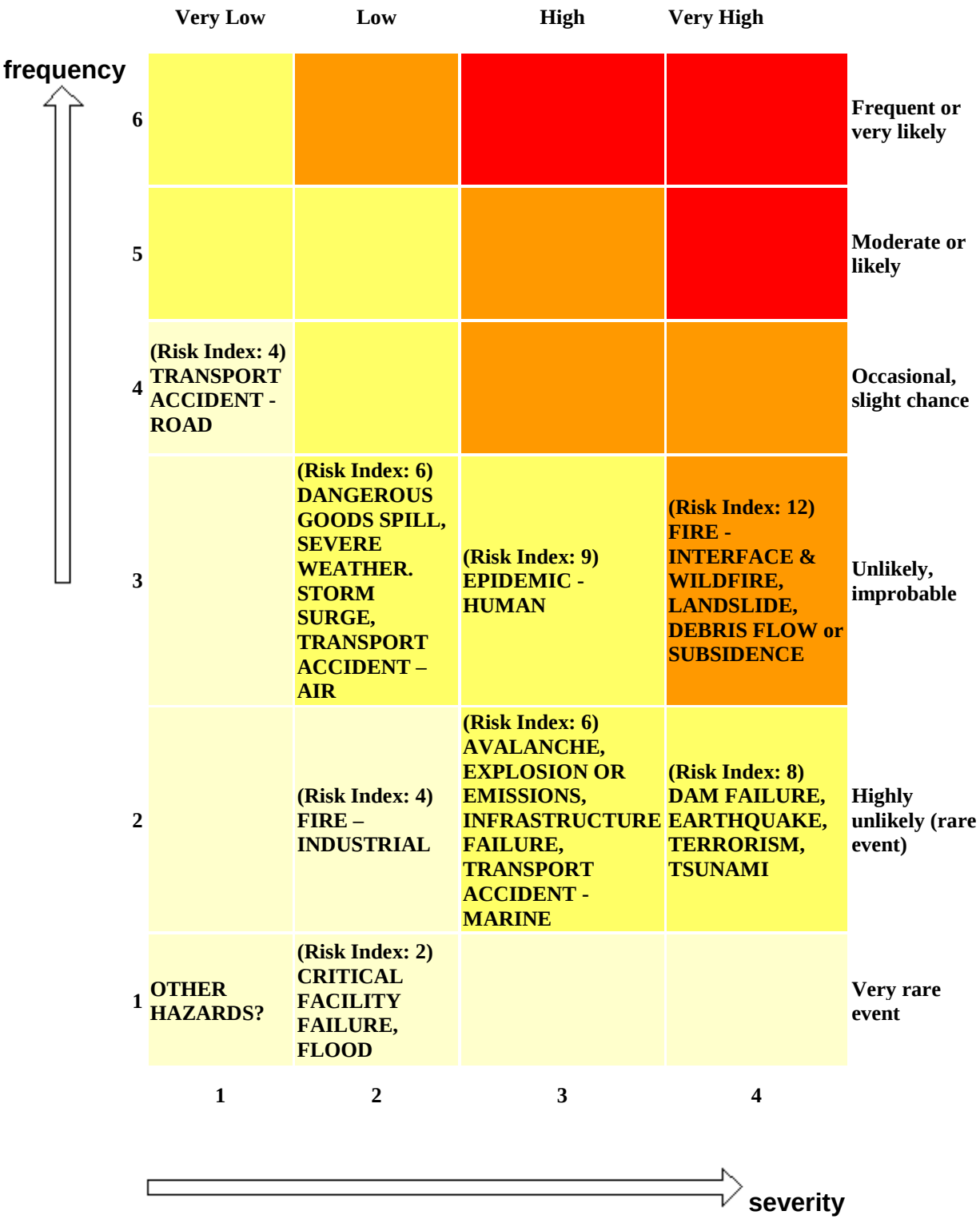
- Mine accident
- Volcano
- Nuclear accident
- Tornado, lightning, hailstorms

1.4.17 Hazard Profile

Using PEP's Hazard, Risk and Vulnerability Analysis tool, and the hazard evaluations above, Ocean Falls Risk Profile is described in the Risk Priority List table and the following Risk Priority Matrix. This profile helps to prioritize the hazards in Ocean Falls with the intention of helping to focus allocation of limited resources to those items having the largest concern.

PRIORITY	HAZARD & RISK INDEX
1	**(Risk Index: 12) FIRE - INTERFACE & WILDFIRE, LANDSLIDE, DEBRIS FLOW or SUBSIDENCE**
2	**(Risk Index: 9) EPIDEMIC- HUMAN**
3	**(Risk Index: 8) DAM FAILURE, EARTHQUAKE, TERRORISM, TSUNAMI**
4	**(Risk Index: 6) AVALANCHE, EXPLOSION or EMMISSIONS, IFRASTRUCTURE FAILURE, TRANSPORT ACCIDENT – MARINE**
5	**(Risk Index: 6) DANGEROUS GOODS SPILL, SEVERE WEATHER,STORM SURGE, TRANSPORT ACCIDENT – AIR**
6	**(Risk Index: 4) TRANSPORT ACCIDENT – ROAD**
7	**(Risk Index: 4) FIRE - INDUSTRIAL**
8	**(Risk Index: 2) CRITICAL FACILITY FAILURE, FLOOD**
9	**(Risk Index: 2) EARTHQUAKE**

Ocean Falls Risk Priority Matrix



1.5 *Emergency Preparedness and Hazard Reduction Strategy*

Ocean Falls' emergency management system encompasses the four phases of prevention, preparedness, response and restoration as outlined in Section 1.2. Much of the community's ability to deal with emergencies depends on the preparedness of the residents. Therefore, an effective emergency response system depends on a committed and resourced emergency executive committee and an ongoing public education campaign. There are a number of easily accessed resources to help educate the public about emergencies:

- Disaster Resilient Communities Program available on the PEP website: http://www.pep.bc.ca/index.html
- "Individual & Neighbourhood All-Hazard Emergency Preparedness Workbook" available on the Public Safety and Emergency Preparedness – Canada website: http://www.ocipep-bpiepc.gc.ca/home/index_e.asp
- "FireSmart" handbook available at the Ministry of Forests website: http://www.gov.bc.ca/for/

1.5.1 Neighbourhood Emergency Team (NET) Program

In order to implement an effective emergency management system it is recommended that a neighbourhood emergency response network be developed. The purpose of this network would be to provide a quick information dissemination system and a means for neighbours to help each other take care of themselves.

As there are essentially 2 neighbourhoods in Ocean Falls, separated by a 2 km road link, this system is basically in place. The Neighbourhood units would facilitate rapid callout, monitoring of conditions, assist with door to door evacuation sweeps and assist with mitigation and restoration.

Neighbourhood Units - Logical geographical units distinguished by close proximity and access (See Section 4 Evacuation Plan).

Neighbourhood Emergency Team – Resident volunteers able to help in emergency situations. Provide information on availability of local emergency resources and evacuation considerations.

NET Captain - Designated volunteer to act as lead contact for each neighbourhood.

1.6 *Plan Maintenance and Review*

The Ocean Falls Emergency Plan, by design, is a constantly evolving document. As key individuals, businesses and agencies come and go from the community the chemistry of the region is altered. The needs of the community change as does the ability of the area's resources to meet those needs. To ensure that the emergency program is always prepared to respond to events in the best possible manner, the plan should be reviewed and updated on a regular basis. In particular, the lead emergency contacts must be reaffirmed and their contact information checked to ensure this is always accurate.

1.6.1 Testing the Plan

There are several aspects of the emergency plan that require periodic testing.

Call-out lists

The communications plan contains a number of call-out lists relating to specific response events. These lists are hot-linked to the 'Emergency Master Phone List', a Microsoft Excel spreadsheet document. As information is changed on the master document the information within the corresponding cells on the call-out lists is also changed. The call-out lists contained in the communications plan should be tested every 6 months by dialling the appropriate numbers and confirming they result in the correct individual/agency being reached. Any incorrect information found should be replaced in the master list and new call-out lists printed and distributed according to the 'Call-out list distribution' section of the communications plan. Regardless of any changes being made, the test is to be recorded in the call-out list test log annexed to the plan.

Resource lists

Also contained in the communications plan are 'resource phone lists' relating to goods and services available throughout the region. Also hot-linked to the 'Emergency Master Phone List', information contained within these resource lists should be reviewed annually and changes made as found. These resource lists are to be reprinted and distributed annually according to the Call-Out list in the Distribution Section of the Communication Plan (3.6), or at any time if the changes are deemed significant enough to warrant reprinting.

Periodic Exercises

Event response plans should be tested through periodic emergency drills to assess their effectiveness. These can be table-top or in-field events. A schedule of drills should be developed to allow participants to attend as available. In addition, the Emergency Program Coordinator should initiate an occasional exercise without prior warning to participants in order to expose any potential gaps in response systems.

Event de-briefing

In order to gain benefit from real-time experiences, de-briefing sessions should be held within one week of the end of any response events requiring an EOC to be activated. Sessions should be attended by all relevant participants of the event and review the successes and trials that were experienced without making accusation regarding any situation.

1.7 *Disaster Financial Assistance Program*

The Provincial Emergency Program (PEP) operates a financial assistance program to assist residents, businesses and municipalities/regional districts who have suffered disaster-related property damage. The Disaster Financial Assistance Program (DFA) is administered by the Ministry of Public Safety and Solicitor General through PEP at the following address:

Provincial Emergency Program
PO Box 9201 Stn Govt
Victoria, BC V8W 9J1

1-888-257-4777 (Toll-Free)
Fax (250) 952-5542
www.pep.bc.ca/dfa_claims/dfa.html

Financial assistance is available to help victims of disaster with the cost of essential losses that can't be covered by insurance or other programs. See the separate ESS Syllabus for a sample 'Registration of Intent to Claim Form', complete with eligibility criteria and general information.

1.7.1 What Assistance is Provided

- Claimants can apply for funds to replace or restore items *essential* to a home, livelihood or community service.
- Insurable losses are not eligible under the DFA program.
- Items such as recreational or seasonal residences, luxury goods, recreational items, rec rooms, damage to landscaping, docks and land lost through erosion are not covered by the program.
- The Ministry of Human Resources normally provides accommodation during an emergency. When emergency shelter is not provided, PEP can pre-approve temporary accommodation for up to three days. Tenants and homeowners are reminded they may be able to claim these costs through their household insurance.
- The value of a lost or damaged item is calculated either on the cost of repairs or replacement with a basic model, necessarily a duplicate model, whichever is less.

1.7.2 How Much Assistance is Available

- There is a maximum payout for each claim for home, tenants, business, farms or charitable organizations.
- The claimant is responsible for the first $1,000 of eligible damage costs. Financial assistance is calculated at 80 per cent of the remainder to the maximum amount.
- Claims should not exceed the cost of restoring items and property to their condition prior to the disaster.
- More detailed information is set out in the *Disaster Financial Assistance Guidelines* usually available through government offices in affected areas or on the PEP website at: www.pep.bc.ca

1.7.3 Who is Eligible

- DFA assistance is available to:
    - Home owners and residential tenants
    - Small business owners
    - Farm operation owners
    - Charitable, non-profit organizations
    - Local governments (Entitlements for local governments differ, contact PEP for further information.)
- Claims under the farm or small business category can only be approved if the farm is the primary source of income.

- Landlords must qualify under the small business category for rental properties.
- Large businesses and Crown corporations are not eligible.

1.7.4 Applying for Assistance

Disaster victims will be advised through local announcements when DFA has been authorized in their area. Claimants will be told where to register their 'intent to claim' and asked to provide a description of the damage. An adjuster will provide each claimant with a copy of the Disaster Financial Assistance Guidelines and details on the program.

Intent to claims forms are available on the PEP web site. An adjuster will review the damage with the claimant and provide the necessary forms. The claimant will be asked whether or not they agree with the adjuster's final claim recommendation. The adjuster's report and payment recommendation will be forwarded to PEP for final adjudication of the claim.

PEP maintains a toll-free message line with emergency preparedness information, at: arch 17, 2005 1-888-811-6233 For more information about Disaster Financial Assistance and disaster preparedness, contact your local government's emergency coordinator, PEP regional manager or PEP headquarters in Victoria. You can also visit the PEP web site at: http://www.pep.bc.ca

1.8 *Records, Reports and Checklists*

There are a number of standardized checklists, reports and record forms related to emergency management. Pertinent forms are contained at the end of each individual plan section or in the corresponding Annex.

1.9 *Section 1 Forms*

- Declaration of State of Local Emergency – CCRD Chair
- Cancellation of State of Local Emergency
- EOC Activation Form
- Evacuation Alert
- Evacuation Order
- Evacuation All-Clear

Declaration of a State of Local Emergency

DECLARATION OF A STATE OF LOCAL EMERGENCY
(REGIONAL CHAIR)

WHEREAS the area herein described is or may soon be encountering an emergency that requires prompt action to prevent harm or damage to the safety, health or welfare of persons or to prevent damage to property;

Emergency Area:

e) Bella Bella Region (Incl Denny Island) Yes ( ) No ( )

f) Ocean Falls Region Yes ( ) No ( )

g) Oweekeno Region Yes ( ) No ( )

h) Bella Coola Valley Region Yes ( ) No ( )

Nature of the Emergency: (include specifics re: location)

_____

_____

_____

_____

AND WHEREAS the undersigned is satisfied that an emergency as defined in Part 3, Section 3 of the British Columbia Provincial Emergency Program Act, exists or may exist in the Regional District Region/Area noted above;

AND WHEREAS the Board of the Regional District is unable to act;

AND WHEREAS the undersigned has (check appropriate box):

(b) Consulted with a majority of the members of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

(c) Found it impractical to consult with a majority of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

THE UNDERSIGNED HEREBY DECLARES pursuant to Part 3 Section 12 of the British Columbia Emergency Program Act, a State of Local Emergency in the Regional District Region/Area noted above as of and from _____
o'clock in the forenoon of the _____ day of _____, AD, 200__.

THIS DECLARATION OF A STATE OF LOCAL EMERGENCY shall exist until _____ o'clock in the forenoon of the day of _____, AD, 200__ or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in Section 20 of the Emergency Program Act.

DATED at _____, Province of British Columbia this _____ day of _____ AD, 200__ .

_____
Regional Chair Signature

Central Coast Regional District

_____
Chief Administrative Officer Signature

Cancellation Form

Cancellation of A Declaration Of A State Of Local Emergency

ORDER

WHEREAS a (description of hazard and emergency);

_____

AND WHEREAS special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property is not now required;

IT IS HEREBY ORDERED pursuant to Section 11(1) of the Emergency Program Act (RS, 1996, Chap. 111) that the Declaration of a State of Emergency ordered _____(date of declaration), for _____(description of effected area), is cancelled.

ORDERED by the (*local authority or head of local authority*) this ____ day of _____, AD 200__.

_____
Regional Chair Signature

Central Coast Regional District

_____
Chief Administrative Officer Signature

EOC Activation Form

The _____ (INITIATOR) has requested the activation of

the Emergency Operations Centre (EOC) to deal with the following situation:

__ _____

_____
(Brief description)

The EOC will be located at _____

and will be in operation by _____

Your attendance to the Emergency Operations Centre (EOC) is required.

Evacuation Alert

DATE: TIME:

People presently within _____ are notified that a
(describe area)

_____ has/will/may happen(ed)
(describe event)

and may have the potential to affect your health/safety.

Officials continue to assess the situation with your health and safety of primary concern.

This alert is issued to enable you to prepare to evacuate. An order to evacuate may be

issued at anytime or _____
(specify time period)

Once an order to evacuate is issued you will be required to leave the area immediately.

_____
Official Having Authority

_____
Signature

_____
Position

Evacuation Order

DATE: TIME:

People presently within _____are ordered to leave this area
(describe area)

immediately or _____
(insert other timeframe)

A _____has occurred which may affect the
(describe incident)

health and safety of people within the area.

This order is issued pursuant to:

a) Section 85(1), Forest Practices Code of B.C.
b) Section 25(1), Fire Services Act,
c) Sections 12(1), 13(1)(b), 10(1)(h), Emergency Program Act
d) Section 9(1), 10(1)(h), Emergency Program Act
(Cross out those not applicable)

Police, Fire and other agencies will assist in expediting this order

_____
Official having authority

_____
Signature

_____
Position

Supplementary information included:

_____ Travel Routes

_____ Reception Centre Locations

Declaration of All Clear

DATE: TIME:

The order to evacuate _____issued pursuant to :
(describe area)

a) Section 85(1), Forest Practices Code of B.C.
b) Section 25(1), Fire Services Act,
c) Sections 12(1), 13(1)(b), 10(1)(h), Emergency Program Act
d) Section 9(1), 10(1)(h), Emergency Program Act
(Cross out those not applicable)

is hereby terminated.

_____
Official having authority

_____
Signature

_____
Position

Supplemental Information Included:

_____ Health Notices

_____ Further warnings

2 Emergency Operations Centre

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2.2 *EOC Contacts*

(Insert call-out list)

2.3 *Introduction*

The Emergency Operations Centre (EOC) is the hub of all emergency response within the Ocean Falls Community. The structure of EOC management, described in this section, may not be practical for a small community such as Ocean Falls and many positions will likely be filled by one person. However, the format for operations remains the same and thus the greater procedure is documented herein to provide local Emergency Stakeholders with an overview of the BCERMS system and to understand the type of structure that may be operating above the level of their emergency, in support of their particular incident(s). While there may be a requirement for more than one EOC during a widespread event, it's assumed that most responses will be directed from a single EOC. The Regional District Emergency Program Coordinator may open an EOC in Bella Coola to provide support to the local Ocean Falls EOC and provide liaison with the Provincial Regional Emergency Operations Centre (PREOC) in Prince George.

The EOC is a command structure incorporating a select group of decision makers housed in a physical structure equipped with the resources necessary to coordinate a unified response to emergency situations. Using the Incident Command System (ICS) structure an EOC can expand and contract, both internally and externally, to provide the appropriate level of response according to the situation at hand.

2.4 *EOC Activation Criteria*

An EOC may be activated any time the need for a coordinated response is deemed appropriate to deal with an emergency situation. Potential causes to initiate an EOC are:

- Significant risk to life or property is anticipated
- Risk to critical infrastructure is anticipated
- Large scale emergencies occur
- Multiple incidents occur
- Multiple agencies require coordination to respond to any event
- Uncertain conditions warrant a coordinated watch group.

2.4.1 Mandatory Activation

An EOC **must** be activated if directed by any of the following:

- PEP (Following declaration of provincial emergency)
- CCRD (Following declaration of local emergency)
- The Regional District Chair, or alternate
- The Emergency Executive Committee (EEC)
- The Emergency Program Coordinator (EPC)

An EOC must be activated any time a declaration of emergency is issued.

2.4.2 Voluntary Activation

An EOC **may** be activated, at the discretion of the EEC, if requested by an authorized representative of any agency having involvement in emergency situations. These may include the following:

- Fire Department Chiefs
- Utility Agencies
- Harbour Master
- Aircraft Operations Managers
- Hazardous Material Handlers
- Others.

2.5 *EOC Activation Levels*

The level of EOC activation is determined by the magnitude, scope and stage of the event. Only those EOC functions and positions that are required to meet current response objectives need to be activated although preparations for an expanded response should be considered to allow for potential escalation of the emergency. It is easier to scale-down a response than to build-up and the EOC director is encouraged to enable an expanded response if the potential for increased risk is expected.

The EOC Organizational structure should be flexible enough to expand and contract as needed. EOC staff may be required to take on multiple roles as determined by the availability of human resources.

EOC Activation Level	Event/Situation	Minimum Staffing Requirements
One-A	Precautionary (PREOC liaison)	EOC Director or alternate

		(scheduled hours)
One-B	Small event/One site Two or more agencies involved Potential threat of: • Flood • Severe storm • Interface fire	EOC Director Liaison Officer Secretary Operations Section Chief
Two	Moderate Event Two or more sites Several agencies involved Major scheduled event (e.g. conference or sporting event) Limited evacuations Some resources/support required	EOC Director Information Officer Liaison Officer Secretary Risk Mgmt Officer Section Chiefs (as required)
Three	Major event/Multiple sites Regional disaster Multiple agencies involved Extensive evacuations Resources/support required	All EOC positions (as required) PREOC may be activated

2.6 *EOC Activation Procedure*

Upon instruction from an authorized representative, the Deputy EPC for Ocean Falls shall initiate a call-out procedure to the individuals and/or agencies contained in the default EOC Call-out List. Notification shall be made by phone and also by fax (where this is available) using the EOC Activation form found at the end of this section.

Where the Deputy EPC is unavailable, the call-out procedure may also be initiated by the Improvement District Manager or designate. The CCRD administration office will be prepared to perform this procedure if requested.

2.7 *EOC Location Options*

Depending on the size, location, nature and expected duration of an emergency event, several EOC location options are identified. While it is not essential that the EOC be located at the nearest possible location, these are shown for reference purposes.

Level 1-A Activation

This is generally the residence or workplace of the Deputy EPC providing this allows easy contact within scheduled hours.

Level 1-B Activation
Level 2 or 3 Activation

Location	EOC Site	Event suitability
Townsite Area	• Improvement District Office Building • Central Coast Power Plant Office • Coast Lodge	➢ Vehicle Accident ➢ Marine Accident ➢ Fuel Spill ➢ Structure Fire ➢ SAR Operation
Martin Valley	○ Fire Hall ○ Pub	○ Structure Fire ○ SAR Operation ○ Townsite emergency

Permanent EOC Location

It is strongly recommended that a permanent EOC location be established in an area free from recognized hazards. Potentially doubling as an emergency program office, the ***permanent EOC*** should be equipped for immediate activation including the following:

- Hardwired telephone lines c/w activation protocol (per communications plan)
- Minimum 1 dedicated satellite phone system
- Radio communications system (base station & mobiles)
- Emergency power generation
- Self-sufficient heating system
- Fire suppression devices
- On-site sanitary system
- On-site accommodations for 2 persons minimum
- Emergency food/water supplies for 7 days minimum
- Computer c/w 4 in 1 printer/copier/scanner/fax
- Standard office equipment and supplies
- Standard emergency supplies including first aid
- Portable EOC kit.

2.7.1 Portable EOC

Regardless of the existence of a permanent EOC, it is also advised that a ***portable EOC*** kit be maintained. This is to allow for a relatively seamless move if the EOC is required to change location or, to provide additional resources should an additional, mobile, EOC be required to be established. The following items are recommended minimum requirements for a portable EOC:

- Mobile satellite phone (hand-held preferred – in-vehicle optional)
- Notebook computer
- 4 in 1 printer/copier/scanner/fax
- Erasable marker board
- 3500 watt generator (minimum size)
- 5 gal fuel can
- Standing table-top file system
- Stationery, writing utensils, file folders
- Stapler, paper-clips, asst. tapes, glue-stick
- EOC identification banner
- Non-electronic phone sets (2 minimum)
- Extension cords (100’ 12 gauge + varying length 16 gauge)
- Phone cords (several in varying lengths)
- Phone cord couplers/splitters
- Simple tool set (screwdrivers, pliers, etc)
- **Water and shock resistant carrying case(s) for above**

2.8 *EOC Communications*

The EOC should be equipped with many forms of communications to remain active in the event that any particular service is disrupted. See Section 3, Communications Plan for detailed information regarding overall communications systems.

Immediately upon activation of the EOC, the communications system must be established. The following are critical procedures:

- Notify CCRD and PREOC (or PEP Regional office) of EOC location and contact numbers (interim if these are being established).
- Obtain and implement all forms of communications and disseminate this information to all affected parties.

2.8.1 EOC Telephone system

A system of 5 phone lines is preferred to be available to an EOC operating at a level 1-B status or above. Level 1-A activation should have a minimum of 2 phone lines. Unless equipped with an emergency power generation system, it is recommended that all phone devices be non-electronic. In any situation a minimum of 2 non-electronic phone devices should be available within an EOC. The preferred phone system design is as follows:

- Public alerting(1 out-line)
  - ESS out-calls
  - Incident assessment out-sourcing
- Incident/Situation reporting(1 in-line)
  - Heavily-publicized number (press releases etc)
  - One number only (with line over-line abilities for at least 1 additional phone set if possible)
- Press releases(1 data-line)
  - PIO fax & call-out line
  - General information
  - ERT family/personal communications
- Resource acquisition requests(1 out-line/data-line)
  - Command Centre Outline
  - EOC Director's out-line
  - E-mail/data line
- Critical contact(1 back-line, non-publicized)
  - Emergency call-ins
  - Staff call-ins

2.9 *EOC Functions*

The prime function of the EOC is to establish operational periods as deemed necessary to provide support for the incident(s) requiring attention. An action plan template is included at the end of this section for use if desired.

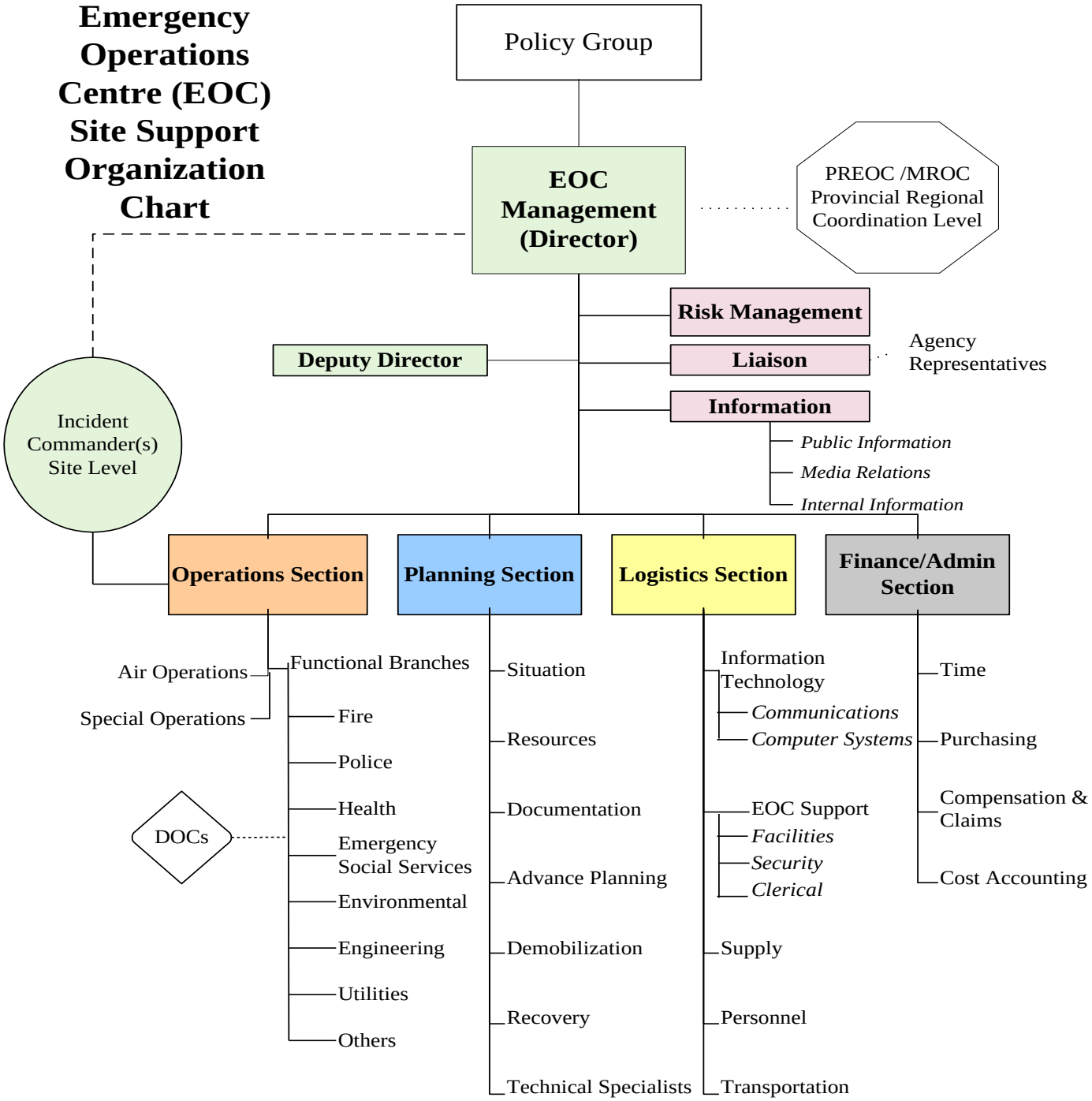
2.9.1 EOC Responsibilities

- Provide communication with site level
- Provide policy guidance
- Manage the local multiple-agency support to the site level
- Acquire and deploy additional resources obtained locally or from other EOCs or the provincial regional level.

2.9.2 EOC Management Functions (Incident Command System)

- Command (or management)
- Operations
- Planning
- Logistics
- Finance/Administration

Emergency Operations Centre (EOC) Site Support Organization Chart



2.10 *EOC Records*

Upon activation of an EOC, the secretary (or designate) is required to maintain a communications log to record all incoming and outgoing calls/activities as they occur. The log is to be kept in point form showing date and approximate time of any significant event or communications. As time allows further detail can be added to the log. The log should be copied daily and at least one copy safely stored for future reference. Copies of all day logs can be made available to EOC staff members for reference and/or the insertion of further detail. Copies of EOC records will be maintained for a period of 2 years at the CCRD administration office.

2.10.1 Financial records

Emergency operations can generate a substantial amount of financial activity, all of which must be properly accounted for. In even small emergency events this activity may become burdensome for EOC staff to manage in the appropriate fashion. It is recommended that a book-keeping or accounting firm be contracted at the outset of any potentially involved emergency event to provide financial accounting of all operations.

2.10.2 Situation reports

Emergency operations should be reported to PEP on a daily basis using the EOC Situation Form found at the end of this section.

2.11 *Stress Management*

Emergencies are stressful. In reality, Emergency Operations Centre (EOC) personnel often work 20 –30 hours in the initial stages of an emergency without adequate rest. Functioning on adrenaline allows individuals to keep going at an exhilarating pace, amidst constant turmoil and endless secondary crises arising from the primary event.

Care of the caregiver is essential to the well being of each member of the EOC and the entire operation. Personnel should be mindful of this and keep watch on their team mates for signs of fatigue or extreme stress. If the need arises, counselling assistance should be requested from the Emergency Social Services (ESS) Director.

Whenever possible, EOC personnel should be encouraged to seek rest in areas outside of the operations centre. Workers should attempt to establish schedules early that can provide this opportunity.

2.12 *EOC Forms*

- EOC Activation Form
- EOC Action Plan
- EOC Situation Report
- EOC Daily Expense Form

EOC Activation Form

The _____ (INITIATOR) has requested the activation of

the Emergency Operations Centre (EOC) to deal with the following situation:

__

_____
(Brief description)

The EOC will be located at _____

and will be in operation by _____

Your attendance to the Emergency Operations Centre (EOC) is required.

EOC Action Plan

Event:		Date:	Time:
Operational Period:	PEP Task #	Prepared By:	

Policies and Priorities:

Objectives:

Task Assignments:	Responsibility	Est. Completion Time

Attachments (Check if Attached)

	Organization Chart		Flood Fighting Plan		Interface Fire Plan
	Section Assignment Lists		Transportation Plan		Communications Plan
	Public Information		HazMat Plan		Medical Plan
	Map		Evacuation Plan		Other:

Distribution List:

❑ EOC Director	❑ Operations Section Chief
❑ EOC Deputy Director	❑ Planning Section Chief
❑ Liaison Officer	❑ Finance/Admin Section Chief
❑ Risk Management Officer	❑ Logistics Section Chief
❑ Information Officer	❑ PREOC Director

Approved by (Planning Section Chief):	Approved by (ECC Director):	

EOC SITUATION REPORT

To Provincial Emergency Program (PEP)

Community/Local Authority: _____

Date and Time: _____

PEP Task Number: _____

Prepared by: ☐ Planning Section Community/Local Authority

☐ PREOC Operational Area Coordinator

Approved by EOCD: _____
(Name and Position)

ECC Contact:	Report Type:	❑ Initial
Name: _____		❑ Update # _____
Agency: _____		❑ Final
Phone #: _____		
Fax: _____	Situation Forecast:	❑ Improving
E-mail: _____		❑ Unchanged
		❑ Deteriorating

HIGHLIGHTS (Situation Overview-Key Points):

CURRENT PRIORITY NEEDS): (Resources/Information/Support):

Resource Request Attached: Yes or No

PEOPLE IMPACTED (ESTIMATED/CONFIRMED):

# **Evacuated**	# **Injured**	# **Homeless***	# **Missing**	# **Dead**	# **Hospitalized**

LIVESTOCK IMPACTED (ESTIMATED/CONFIRMED):

# **Animal Type**	# **Dead**	# **Evacuated**	# **Disposed**

GENERAL SITUATION/STATUS:

Transportation	*Comments:* Routes Closed Partial Blockages Reopened Times
Municipal Roads	
Provincial Roads	
DRR (Disaster Response Routes)	
Bridges	
Transit System	
Critical Transportation Issues:	

Utilities	Customers Without Service		Comments
	#	%	
Water			
Sewers			
Hydro			
Gas			
Telephone			
Cable			
Critical Utilities Issues:			

Communication Methods:			
Types	❑ Telephone	❑ Email	❑ Call Centre
Functioning	❑ Cellular	❑ Fax	# of calls received/hr:
	❑ Radio	❑ Amateur radio	
	❑ Satellite	Other:	
Anticipated communication problems:			

Damage Assessment Report (EOC 415):	❑ Attached
	❑ Not Attached

CURRENT RESPONSE INFORMATION:

		Assigned	Available	Out of Service	Reserved	Critical Need
1.	Police: • Police staff					
	• Police vehicles					
	Search and Rescue: • SAR members					
2.	Fire: • Structural fire-fighters					
	• Structural fire apparatus					
	• Wildland fire-fighters					
	• Wildland fire apparatus					
	• Aircraft					
3.	Engineering/Public Works: • Staff					
	• Vehicles					
	• Equipment					
4.	BCAS: • Paramedics					
	• Ambulances					
5.	Emergency Social Services: • MHR Staff					
	• Volunteers					
6.	Public Information: • Information Officers					
	• Call Takers					
7.	Military: • Military crews					
8.	Other:					

CURRENT ESS RECEPTION CENTRE/GROUP LODGING INFORMATION:

Name of RC/GL Activated	Address / Location	Facility Capacity	Total # Reg.	Total # still requires help	Comments:
TOTAL:					

CURRENT HEALTH INFORMATION:

Hospitals Status Facilities/Location	**Operational Status Y/N** Communication	Power	Water	# Hospitalized	# Beds Avail.	Comments

Community Health Status	
Public Health	
Mental Health	
Continuing Care	

Request for National Emergency Services Stock Pile (CCU and/or 200 bed hospital): Yes or No

Details:_____

WEATHER CONDITIONS:

Temperature	Precip.	Wind: (Speed and Direction)	Air Quality	Tidal Information	Forecast (24 hr)

FUTURE OUTLOOK/PLANNED ACTIONS:

OTHER COMMENTS:

EOC DAILY EXPENDITURES

Event: _____ PEP Task #: _____

Date: _____ Time: _____

Time	Payee	Invoice #	Wages	Travel	Supplies/ Materials	Food	Misc.	Total

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Approved by: _____

Distribution:
- ❑ EOC Director
- ❑ PREOC
- ❑ Other: _____

3 Communication Plan

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(Insert List)

3.3 Introduction

Current, concise and accurate communications are at the heart of any Emergency Plan. Inconsistent, untimely and inaccurate information can lead to confusion, unnecessary fear and can often result in panic. Errant communications can even create the emergency that is trying to be avoided. It is essential that an effective communications system be established prior to an emergency and activated at the earliest opportunity following the commencement of an emergency event.

Emergency program communications are comprised of 2 distinct sections.

1) Public communications
   (a) Awareness of emergency issues
   (b) Alerting of emergency events
   (c) Reporting of ongoing situations
2) Program communications
   (a) Receiving emergency notifications
   (b) Routine correspondence between personnel and agencies
   (c) Notification of responders when events occur
   (d) Emergency contact between responders during events
   (e) Involvement of outside assistance providers

Many of these components are intrinsically connected and will rely on shared communication vehicles. Others may require specific equipment resources that may or may not be available to the community. It is recognized that Ocean Falls faces some unique communications challenges due to mountainous terrain, difficult access and a high probability of communications systems being separated from other parts of the regional district and outside resources. In addition, the community does not currently have a local regularly broadcast public radio network and no local-area newspaper is published.

3.4 Public Communications

3.4.1 Public Awareness

The Local emergency Committee (LEC) should use every opportunity to promote the emergency program to the public. There are a number of mediums that can be employed to provide residents the opportunity to keep informed of emergency preparedness measures and be aware of how to seek information and instruction in the event of an emergency.

3.4.1.1 Bulletin Board Program

Locations have been arranged for dedicated emergency program bulletin boards to be set up at the following locations:

- Improvement District Office/Post Office
- Coast Lodge

To provide information to visitors, bulletin boards may also be located at the wharf and visitor information centres, as available.

Bulletin boards are to have information regarding Emergency Communication Systems posted along with contact information for the program coordinator, the local RCMP detachment and other local emergency numbers. Boards are to be routinely maintained to ensure information is current and non-emergency messages are not posted.

Information regarding specific preparedness/mitigation items, in the form of posters or removable pamphlets, should be posted in a timely manner relating to seasonal hazards such as fire or flooding.

3.4.2 Public Alerting/Information Bulletin Distribution

As no local public radio broadcast or local newspaper publications currently exist, the region is at a considerable disadvantage with regards to timely dissemination of emergency information. Special emergency events, such as tsunamis, may have incident specific warning systems functioning in the future; however, most other hazard notification systems will have to rely on a variety of mediums. Warnings to the public must be issued as quickly and in as many ways as possible. A summary of information distribution systems is contained herein.

3.4.2.1 Information Bulletin Form

Information bulletins should be issued using a standard format to provide familiarity and authenticity. A template form is provided at the end of this section.

3.4.2.2 Fax-out Notices

A list of all known facsimile numbers issued for the Ocean Falls region is contained herein. Information bulletins should be prepared and faxed immediately upon final approval of the EOC Director. Bulk faxing may be provided by outside sources in the event of an emergency. The North East EMBC Regional office in Prince George **(Fax# 250-612-4171)**, the Central Coast Regional District office in Bella Coola **(Fax# 250-799-5750)** or the CCRD EPC may be prepared to assist with bulk-

distribution of fax out notices if required. It should be ensured that the LEC has the appropriate fax-out list available at the onset of any emergency situation. The Community Fax-out list is provided at the end of this section.

3.4.2.3 Bulletin Boards

Bulletin Board locations are included in the fax-out notification list. Location hosts are to be requested to post the latest information bulletins on emergency boards and any other available conspicuous location (eg doors, windows, tills). In the event that locations are inaccessible for any reason, the EOC staff shall arrange for information bulletins to be posted in appropriate conspicuous locations.

3.4.2.4 Phone-out Notices

For events affecting specific areas, such as flood event 'recognized areas of concern', call-out notification lists may be used to notify affected residents or businesses. Call-out lists are contained in the applicable response sections.

3.4.2.5 E-Mail Notices

The Ocean Falls Improvement District may be set up to distribute information bulletins to all local internet clients via e-mail.

3.4.3 Information Release Protocol

Release of emergency information must be strictly controlled to ensure accuracy and consistency. Protocol must be adhered to for all information releases.

3.4.3.1 Authorization

The EOC Director (usually incident commander and/or emergency program coordinator) should authorize, by signature, all information released from the EOC. The LEC may request the assistance of the CCRD EPC to provide press releases to outside sources.

3.4.3.2 Procedure

In all but extremely routine or critically time-sensitive circumstances, the EOC Director shall request review of all emergency releases from the EOC Public Information Officer and the PREOC Public Information Representatives prior to public issue. The following procedure is to be followed:

- Prepare draft release on standard 'Information Bulletin" form (sample contained at the end of this section). Report may be prepared by EOC staff as available using current situation reports and information.
- EOC PIO (or designated person) to review and revise as necessary.
- EOC Director to review and authorize draft for PREOC review.
- Draft release to be faxed or otherwise forwarded to PREOC PIO for review and comment.
- PREOC to return draft release with suggested modifications as applicable.
- EOC Director and PIO to review modifications (if any) and seek further input from PREOC if required.
- EOC PIO (or other staff) to prepare final release having adopted or rejected PREOC modifications as deemed appropriate for the CCRD's, the community's, and the public's best interest.
- EOC Director to authorize issuance of final release. ***The final approval of any EOC emergency information bulletin rests with the EOC Director.***

3.4.3.3 Media List

A list of pertinent media outlets is provided at the end of this section. Upon consultation with PREOC Information Officers, the EOC PIO will determine the appropriate media tools to use in any particular situation.

3.5 Program Communications

3.5.1 Incident Reporting

Emergency incidents may be reported using the following common services:

Emergency Notification Options

Emergency Management BC	**1-800-663-3456**
Bella Coola RCMP	**1-250-957-3288**
Provincial Ambulance Service	**1-800-461-9911**
Forest Fire Reporting Only	**1-800-663-5555**
Air or Marine Emergency (Rescue Coordination Centre)	**1-800-567-5111**
Power Outages and Hydro Emergencies	**1-250-289-3868**
RW Large General Hospital (B. Bella)	**1-250-957-2314**

3.5.2 Routine Communications

Reporting of potential emergency conditions or general enquiries regarding the Ocean Falls Emergency Program can be addressed as follows:

Non-Emergency Contacts

CCRD Deputy Ed Backmann	**(250) 289-3229**
Central Coast Regional District	**(250) 799-5291**
Emergency Program Coordinator	**(250) 982-2424**

EEC members should communicate as and when required. E-mail or facsimile is the preferred method of routine communications as a copy may be saved for future reference when necessary.

3.5.3 Call-out Protocol

Any responding agency perceiving a need for site support for any emergency may request the activation of the Emergency Coordination Centre (ECC) by contacting their most senior agency representative available who in turn would contact the respective Emergency Operations Centre Director (EOCD) or the Emergency Program Coordinator (EPC) to activate the Emergency Operations Centre (EOC).

When the person who will assume duties as Emergency Operations Centre Director (EOCD) receives news of an Emergency, he/she will authorize activation of the Emergency Operations Centre (EOC) Default Group Call-Out. (see Section 2.2).

Subsequent Call Out will be initiated based on the appropriate Response Plan determination.

The Emergency Executive Committee (EEC) Secretary is responsible to initiate call-out as per the Emergency Operations Centre (EOC) Call-Out List (see Section 2.2). The EOC Director or the EEC Secretary may assign this task as required.

The Calls must be placed quickly for maximum effectiveness. All calls will be placed within minutes of the initial message with a faxed copy sent as soon as is practical.

3.5.4 Emergency Communications

During an emergency event all forms of communication are to be used to ensure key information is received by all parties. Redundancy should not be a concern as some mediums may go unnoticed or be non-functional.

3.5.4.1 Telephone Systems

Most modern telephone systems are electronic, meaning that they require 120v electricity to operate. These systems typically have an integrated set of phone lines that don't allow 'normal' phone sets to function. Older style phone networks operate on a 'tip & ring' system where the low voltage electricity in the telephone lines is enough to allow the devices to function normally. If the EOC is equipped with an electronic phone system it is imperative to have back-up devices that function on the old system. This requires a number of basic telephone lines to be present in the building. It is recommended that the EOC have back-up electrical generation to operate the electronic phone network and that a minimum of 2 old-style phone sets be wired in to allow phone contact during power outages.

3.5.4.2 Long Distance Access

The Ocean Falls community is serviced by a Telus microwave phone system meaning that no land-based distribution lines enter the region. Outside telephone, or long-distance service, is provided by wireless signal being transmitted via towers or satellite to connect with the North American telephone grid. The service has proven unreliable, even during normal operating conditions, so it can be expected that in times of emergency Ocean Falls may not be able to communicate with other areas of the province using the normal telephone system. This may occur even if local telephone service is not disrupted and it may not be immediately evident that outside service is unavailable.

3.5.4.3 Alternate Long-Distance Options

3.5.4.3.1 Satellite Phone Systems

~~Mike Crocker, Deputy CCRD Emergency Program Coordinator, is a Coast Guard Auxiliary rep and maintains a satellite telephone.~~

3.5.4.3.2 Satellite Internet Phones

Approximately 11 satellite internet systems exist within the community and all have telephone capability of one sort or another. Phones can be relocated to various areas if needed and back-up power is available.

3.5.4.3.3 Radio Systems

There are several private radio systems within the area and VHF 16 and 7 are commonly monitored.

3.5.4.4 Emergency Radio Systems

3.5.4.4.1 Assigned Emergency Channel(s)

The PEP channel frequency is **149.495**.

3.5.4.4.2 Short-Wave Radio

Doug Sharkey on Denny Island and Gundy Frostrup in the Bella Coola Valley are the local Short Wave Radio contacts within the regional district and, if required, messages may be relayed through this medium.

3.6 Communication Forms

- Media List
- Call-Out List Distribution
- Communication System Resource Questionnaire
- CCRD Street Name/Number Index

Call-Out List Distribution

The following individuals/agencies are provided copies of the Ocean Falls Emergency Plan Call-Out Lists:

Plan/List Holder	Contact	Sections held
Provincial Emergency Program	Debbie Alexander	Master List
Central Coast Regional District	CAO Cheryl Waugh	Master List Master List
CCRD Deputy EPC	Ed Backmann	Master List
Ocean Falls Improvement District		Master List
RCMP Bella Bella	Sgt.	Master List
EEC Chair	Sam Schooner	Master List
EEC Secretary	Wendy Kingsley	Master List
EEC Nuxalk Rep	Roger Harris	Master List

4 General Evacuation Plan

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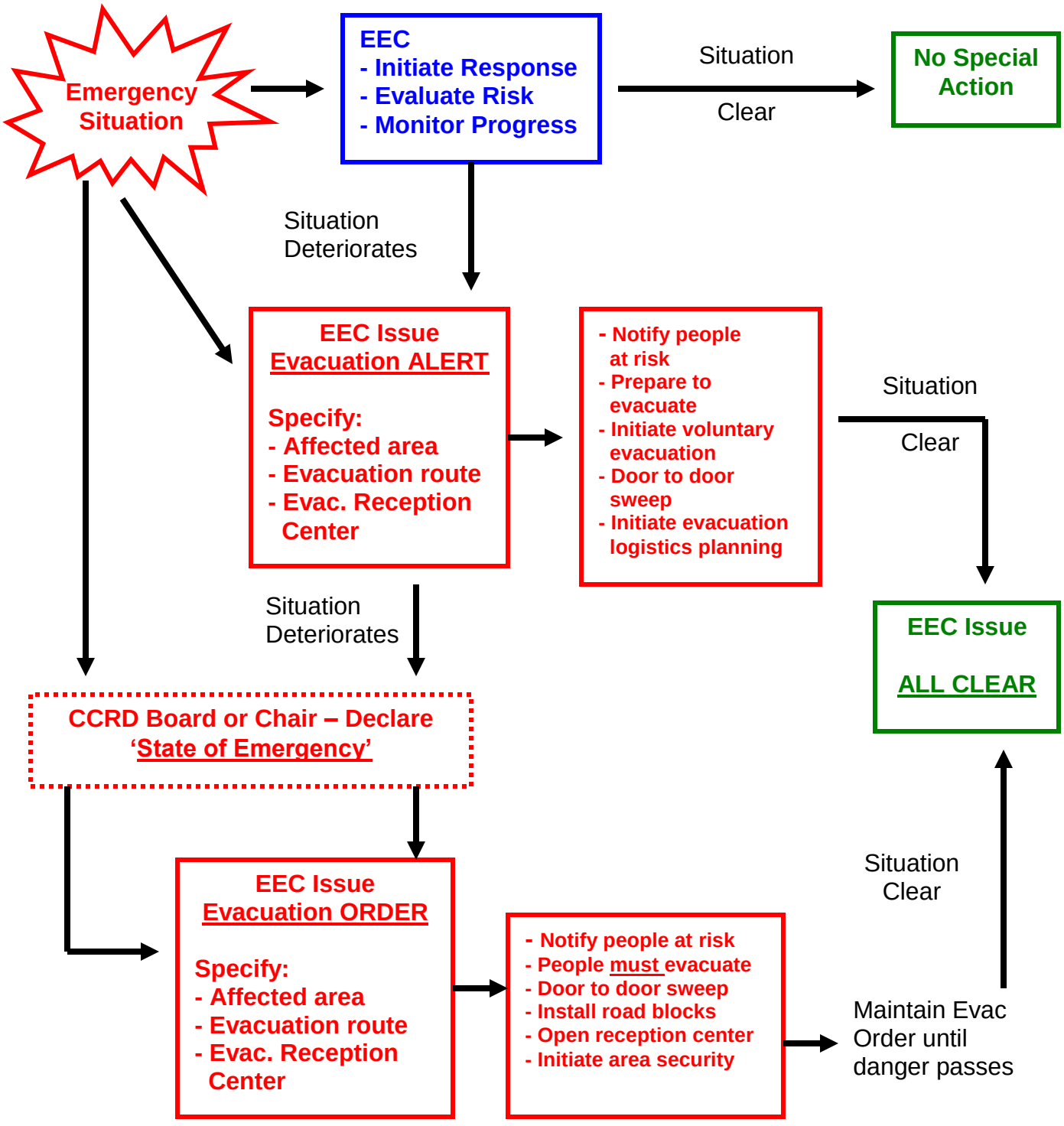
4.1 Evacuation Plan Overview



4.2 Introduction

Ordering an evacuation is a serious step requiring thorough planning. The General Evacuation Plan is intended to be the broad evacuation strategy for the Central Coast Region. It is to be used in conjunction with the specific hazard Emergency Response Plans which provide further evacuation information in relation to the specific emergency.

The evacuation system followed in this plan is consistent with the Provincial evacuation system. Further evacuation information is contained in the "British Columbia Operational Guidelines for Evacuations" (2003) contained in Annex 3.

Evacuation planning deals with the 'population at risk' and the 'host population' that will help take care of the people at risk of harm. The key challenges that Ocean Falls faces in implementing a safe and orderly evacuation are:

- Limited evacuation route options
- Maintaining evacuation routes
- Limited safe zones to evacuate to
- Limited mass transit abilities
- Isolation

4.2.1 Situations Warranting Evacuation

The situations that could warrant evacuation in the Ocean Falls region are likely to be:

- Fire – wildland and urban interface
- Flood (isolated areas)
- Tsunami
- Threat of landslide, avalanche or debris flow
- Harmful material spill
- Threat of explosion
- Civil unrest or hostile acts.

Evacuations may be small and localized or they may affect the whole population.

It should also be noted that in some cases, it may be safer for people to take shelter in their homes (transport to refuge may be more hazardous than staying put).

4.2.2 Evacuation Assumptions

During evacuation situations there are a number of common responses from those involved and this plan is based on the following assumptions:

- People will spontaneously evacuate when there is sufficient warning of threat.
- 5-20% of people at risk will evacuate before being told to do so.
- Some will refuse to evacuate regardless of threat.
- Some will refuse to evacuate unless arrangements have been made for their animals.
- 10-20 % of population will require assistance in reception centres or group lodgings.
- Many will seek shelter with relatives, friends or hotels without need of government help.
- For some hazards, like flooding or tsunamis, standard evacuation routes will be used.

4.3 Evacuation Authorization

The *Emergency Program Act* permits a local authority (CCRD Board or Chair) to declare a 'State of Emergency'. This declaration enables the issuance of evacuation orders.

A first order of business in an emergency is to notify the CCRD so that, if necessary, a State of Emergency can be declared without delay to initiate evacuations.

4.3.1 Declaring State of Emergency

Prior to issuing a 'State of Emergency', the heads of the local emergency response organization (LEC and Core Emergency Response Team) need to determine that, in their best judgement, emergency conditions warrant an enforced evacuation. This should then be advised to the heads of the Local Authority. The briefing to the heads of the Local Authority should include a recommendation that they issue a declaration, as well as the nature, extent, probability of loss, resources at risk, and geographic area. Time permitting; consultation should occur between the local government authorities and the Director or Designate of the Provincial Emergency Program (PEP) prior to the declaration. The consultation process should include the PREOC, if established, and any neighbouring local governments that could be impacted.

In addition to the power to order an enforced evacuation, declaring a state of emergency brings with it eight other powers (power to enter, commandeer resources, supplies & machinery, spending of money, etc) enabled by the BC Emergency Program Act. The Local Authority must monitor the implementation of these powers very closely for any possible misuse.

A Local Authority or the province **NEED NOT** declare a state of local emergency for the following:

- to implement part or all of their Emergency Response and Recovery Plan
- to gain liability protection under the BC Emergency Program Act
- to qualify for disaster financial assistance under the *BC Emergency Program Act*

4.3.1.1 Steps in Declaring State of Emergency

Section 12 of the Emergency Program Act allows Local Authority, or head of a Local Authority (Municipal Council or Mayor; or Regional District Board or Chair) to declare a State of Local Emergency if extraordinary powers are required to deal with the effects of an emergency or disaster. Steps to consider:

1) The Local Authority must be satisfied that an emergency exists or is imminent.
2) Declarations can be made in two ways:
   - by bylaw or resolution if made by a Local Authority,
   - by order, if made by the head of the Local Authority
3) Before issuing a Declaration by order, the District Chair must use their best efforts to obtain the consent of the other members of Council or Board to the Declaration.
4) As soon as practical after issuing a Declaration order, the District Chair must convene a meeting of Council and/or Board to assist in directing response to the emergency.
5) The Declaration of State of Local Emergency form must identify the nature of the emergency and the area where it exists or is imminent. The Mayor or Chair, immediately after making a Declaration of State of Local Emergency, must forward a copy of

the Declaration to the Attorney General, and publish the contents of the Declaration to the population of the affected area. A coordinated public information communications plan should be available for immediate implementation, following the declaration.

6) A State of Local Emergency automatically exists for seven (7) days unless cancelled earlier. An extension of a State of Local Emergency beyond seven days must have the approval of the Attorney General. Steps 2, 3, and 5 above must be followed for each 7-day extension.

A sample 'Declaration of State of Emergency Order' form is contained in Section 4.6

4.3.1.2 Cancellation of State of Emergency

A Declaration of a State of Local Emergency is cancelled when:

- It expires after 7 days or any 7-day extension;
- The Attorney General cancels it;
- It is superseded by Provincial State of Emergency; or
- It is cancelled by bylaw, resolution or order.

Once it is apparent to the head of the response organization that extraordinary powers are no longer required and that the State of Local Emergency may be cancelled, they should advise the Chair as soon as possible. If the Declaration is cancelled by resolution or order, the Attorney General must be promptly notified.

4.3.2 Issuing Evacuation Notices

Evacuation notices may be issued by a number of different officials, once a State of Emergency has been declared.

- Local Authority (CCRD Board or Chair)
- Minister responsible for Emergency Program Act (if Provincial State of Emergency has been declared)
- BC Fire Commissioner
- Ministry responsible for Health
- Ministry responsible for the environment
- Ministry responsible for Energy, Mines and Resources

There are a number of ways to order an evacuation in BC and these vary from hazard to hazard. It is very important to understand the various methods and legal authorities.

Legal Authority "Acts"

- Emergency Program Act
  - Sections 12(1), 13 (1) (b), 10 (1) (h)
- Fire Services Act (BC Fire Commissioner)
  - Section 25 (1)
- Ministry of Energy and Mines
- Health Act

Wildfire Evacuation

In wildfire emergencies, the BC Forest Service may order an evacuation for tactical firefighting reasons, however for large-scale evacuations; the Office of the Fire Commissioner or a Local Authority, (after a declaration of a State of Local Emergency) may order evacuations.

Flooding

During threat of flooding, enforced evacuations may only be ordered by:

- a Local Authority AFTER declaring a State of Local Emergency, or
- the Province AFTER declaring a State of Provincial Emergency.

In all emergencies, regardless of the threat, the community or jurisdiction is the first line of defence. The BC government supports community/jurisdiction response in all areas of the province.

Local Authority Evacuation Orders

To order an evacuation, a Local Authority must declare a State of Local Emergency," as enabled under Section 12 of the *BC Emergency Program Act.*

When it is determined that an evacuation is required, the warning must be timely and accurate. While the main concern is the preservation of life, those displaced from their homes or businesses may be experiencing inconvenience, anxiety and fear.

Provincial Evacuation Orders

Several agencies and jurisdictions have the legal authority to close areas and order evacuation. Regardless of who orders an evacuation, these Operational Guidelines follow the provincial standard of a three-staged evacuation process.

4.3.3 Evacuation Notice Contents

Evacuation notices should contain the following information:

- Identification of the hazard/emergency zone
- Identification of evacuation routes
- Identification of reception centre locations
- Advise on process of Evacuation Orders and All Clears
- Evacuation Orders also need to explain that during its effect, access to the affected area will be controlled and a pass may be necessary to re-enter.

Public Information Messaging Template, Evacuation Instructions and Shelter-In-Place Instructions are contained in Section 4.6

4.4 Evacuation Stages

Warning and implementation of evacuations will follow the standard Provincial three stage evacuation process of “Evacuation Alert, Order and All Clear”.

4.4.1 No Notice Evacuation

In some situations, evacuation may be needed without warning in which case evacuation will be done on an *ad hoc* basis as directed by the Incident Commander at the scene with support from EOC. Evacuation decisions should be based on known or assumed health risks.

4.4.2 Pre-Planned Evacuation – Alert, Order & All Clear

Where time permits, the following standard three stage evacuation process will be implemented.

Evacuation Stages

Stage 1 **Evacuation Alert**	**Evacuation Alert** • Population at risk is alerted to impending danger. • Alert highlights the nature of the danger and that people should be prepared to evacuate the area. • Population at risk may begin a voluntary, orderly leave of the affected area, within a specified time frame. • Situation may require immediate action with very short notice. • Movement of populations with special needs such as elderly, handicapped or transient populations including tourists are priority.

- Refer to Communication Plan in Section 3 for information on process for warning the public.
- A sample “Evacuation Alert” is provided on Section 4.6

Stage 2 Evacuation Order

Evacuation Order

LEAVE THE AREA NOW!

- The population at risk is ordered to evacuate the area specified in a formal written order.
- All persons in the affected area are to be told that, in the interest of their own safety and considering the risk, they are now **ORDERED** to leave the area.
- An **ORDER** does not allow for any discretionary decision on the part of the population at risk. They must leave the area immediately.
- The RCMP (or designates) will enforce the Evacuation Order.
- The EOC is responsible to plan evacuation routes if pre-designated routes and plans do not apply.
- Removing people from their homes and livelihoods must not be taken lightly. People will already be under duress during an emergency; however, public safety must be first.
- A statement must be included in all bulletins, pamphlets, warnings and orders that makes it very clear to all that, while the evacuation order is in effect, the area in question will have controlled access and that a pass may be required to regain access to the area.
- A sample Evacuation Order is contained in Section 4.6

Stage 3 All Clear

All Clear

- When emergency has passed or is under control, retraction of the Evacuation Order may be issued.
- The population at risk is allowed to return to the area previously evacuated.
- There is the possibility that the danger may re-manifest itself and the Evacuation Alert or Evacuation Order might need to be reissued.
- A sample “All Clear” is contained in Section 4.6

4.4.3 Local Evacuation Levels

Four different evacuation levels can be anticipated in Bella Coola:

Level 1 – Small and localized, one to a few households.

Level 2 – Neighbourhood evacuation, 5-15 households.

Level 3 – Entire community

It is anticipated that the local community can handle Level 1 & 2 evacuations, but would require outside assistance in terms of transportation and reception centers for Level 3 evacuations.

4.5 Evacuation Implementation

The RCMP normally has the overall responsibility for evacuation operations. The EOC will plan the evacuation and the EOC Director/Incident Commander will usually implement the evacuation. ESS Officer is responsible for the opening of the Reception Centre and/or group lodgings.

4.5.1 General Evacuation Strategy

The population of the Ocean Falls community is approximately 35 persons. The majority of this population resides in the Martin Valley subdivision with the remainder in the townsite area.

There is only one road connecting the two Ocean Falls communities. The event causing the evacuation will determine the route and method used to evacuate. Localized emergencies may see either of the communities evacuate into the other. Major emergencies may see both communities evacuate the areqa by boat.

4.5.1.1 Safe Area Options - Tsunami

Depending on the type of emergency and scale of situation, the following are potential Safe Area options:
Martin Valley -Gravel pit up above Block Drive
Townsite –Dryland sort at top of dam

4.5.1.2 Transport

Transportation options are limited in the region and private vehicles are required for road transport.

Private boats and outside resources will be required for water evacuation.

4.5.2 Securing Property

Property security needs to be ensured during forced evacuations. This is the responsibility of the RCMP and would likely be enacted by limiting access and by continuous or periodic surveillance by designated security personnel.

4.6 Forms and Checklists

The following sample forms are provided:

- Declaration of State of Emergency Order form
- SEO Cancellation Form
- Public Information Messaging Template, Evacuation Instructions and Shelter-In-Place Instructions
- Evacuation Alert
- Evacuation Order
- All Clear
- Evacuation Planning Checklist

Declaration of a State of Local Emergency

DECLARATION OF A STATE OF LOCAL EMERGENCY
(REGIONAL CHAIR)

WHEREAS the area herein described is or may soon be encountering an emergency that requires prompt action to prevent harm or damage to the safety, health or welfare of persons or to prevent damage to property;

Emergency Area:

a) Bella Bella Region (Incl Denny Island) Yes ( ) No ( )

b) Ocean Falls Region Yes ( ) No ( )

c) Oweekeno Region Yes ( ) No ( )

d) Bella Coola Valley Region Yes ( ) No ( )

Nature of the Emergency: (include specifics re: location)

_____

_____

_____

_____

AND WHEREAS the undersigned is satisfied that an emergency as defined in Part 3, Section 3 of the British Columbia Provincial Emergency Program Act, exists or may exist in the Regional District Region/Area noted above;

AND WHEREAS the Board of the Regional District is unable to act;

AND WHEREAS the undersigned has (check appropriate box):

(a) Consulted with a majority of the members of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

(b) Found it impractical to consult with a majority of the Local Authority and/or members of the Emergency Program Committee Yes ( ) No ( )

THE UNDERSIGNED HEREBY DECLARES pursuant to Part 3 Section 12 of the British Columbia Emergency Program Act, a State of Local Emergency in the Regional District Region/Area noted above as of and from _____
o'clock in the forenoon of the _____ day of _____, AD, 200__.

THIS DECLARATION OF A STATE OF LOCAL EMERGENCY shall exist until _____ o'clock in the forenoon of the day of _____, AD, 200__ or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in Section 20 of the Emergency Program Act.

DATED at _____, Province of British Columbia this _____ day of _____ AD, 200__ .

_____
Regional Chair Signature

Central Coast Regional District

_____
Chief Administrative Officer Signature

Cancellation Form

Cancellation of A Declaration Of A State Of Local Emergency

ORDER

WHEREAS a (description of hazard and emergency);

_____
___

AND WHEREAS special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property is not now required;

IT IS HEREBY ORDERED pursuant to Section 11(1) of the Emergency Program Act (RS, 1996, Chap. 111) that the Declaration of a State of Emergency ordered _____(date of declaration), for _____(description of effected area), is cancelled.

ORDERED by the (*local authority or head of local authority*) this ____ day of _____, AD 200__.

_____
Regional Chair Signature

Central Coast Regional District

_____
Chief Administrative Officer Signature

Public Information Messaging Template

PUBLIC INFORMATION MESSAGING TEMPLATE

This is _____ _____
Rank/Title *Name*

from the _____
Agency/Department

A _____ _____
size/intensity *incident*

_____ _____ _____
has occurred/is occurring *in* *location*

Because of the potential danger to life and health _____
the authority

_____ _____ everyone within _____ _____
has/have *ordered/recommended* *#* *blocks/kilometres/metres*

of that area to _____ _____
evacuate shelter-in-place *immediately/as soon as possible*

If you are in following areas, you _____ _____
must/should *leave the area/get inside a building*

This message will be repeated. Specific instructions and locations will be given

If you are in the following areas, you _____ _____
must/should *leave the area/get inside a building*

_____. The areas involved are as follows:
immediately/as soon as possible

_____ _____
North/South/East/West *Location: street, highway or other significant geographical point*

_____ _____
North/South/East/West *Location: street, highway or other significant geographical point*

_____ _____
North/South/East/West *Location: street, highway or other significant geographical point*

_____ _____
North/South/East/West *Location: street, highway or other significant geographical point*

Evacuation Alert

DATE: TIME:

People presently within _____ are notified that a
(describe area)

_____ has/will/may happen(ed)
(describe event)

and may have the potential to affect your health/safety.

Officials continue to assess the situation with your health and safety of primary concern.

This alert is issued to enable you to prepare to evacuate. An order to evacuate may be issued at anytime or _____
(specify time period)

Once an order to evacuate is issued you will be required to leave the area immediately.

_____
Official Having Authority

_____
Signature

_____
Position

Evacuation Order

DATE: TIME:

People presently within _____ are ordered to leave this area
(describe area)

immediately or _____
(insert other timeframe)

A _____ has occurred which may affect the
(describe incident)

health and safety of people within the area.

This order is issued pursuant to:

a) Section 85(1), Forest Practices Code of B.C.
b) Section 25(1), Fire Services Act,
c) Sections 12(1), 13(1)(b), 10(1)(h), Emergency Program Act
d) Section 9(1), 10(1)(h), Emergency Program Act
(Cross out those not applicable)

Police, Fire and other agencies will assist in expediting this order

_____
Official having authority

_____
Signature

_____
Position

Supplementary information included:

_____ Travel Routes

_____ Reception Centre Locations

Declaration of All Clear

DATE: TIME:

The order to evacuate _____issued pursuant to :
(describe area)

a) Section 85(1), Forest Practices Code of B.C.
b) Section 25(1), Fire Services Act,
c) Sections 12(1), 13(1)(b), 10(1)(h), Emergency Program Act
d) Section 9(1), 10(1)(h), Emergency Program Act
(Cross out those not applicable)

is hereby terminated.

_____
Official having authority

_____
Signature

_____
Position

Supplemental Information Included:

_____ Health Notices

_____ Further warnings

Evacuation Plan Checklist

Options

1. **Do nothing**

2. **Determine potential threat area (emergency/disaster zone)/ stakeholders and establish a perimeter excluding people from entering the threat area by diverting vehicle and pedestrian traffic—indicate boundary on map**

   Agency in charge _____

   Resources assigned

   - ❑ Police change bullets from boxes
   - ❑ Fire
   - ❑ Public Works
   - ❑ Other

3. **Rescue – indicate area on map**

   Agency in charge _____

   Resources Assigned

   - ❑ HazMat Teams (special equipment needed)
   - ❑ Fire Department (level of Personal Protective Equipment needed)
   - ❑ Decontamination (set up area)
   - ❑ Ambulance Service (triage and treatment area)
   - ❑ Other

4. **Evacuate – indicate area on map**

   Agency in charge_____

   Resources Assigned

   - ❑ HazMat Teams (special equipment needed)
   - ❑ Fire Department (level of Personal Protective Equipment needed)
   - ❑ Decontamination (set up area)
   - ❑ Ambulance Service (triage and treatment area)

- ❑ Police (limits of involvement shown on map)
- ❑ Other
- ❑ Ensure all agencies consult prior to evacuation. Ensure that all agencies fully understand the decision.
- ❑ Consider reception area locations and the number of people who will need to be assisted.

Agency in charge _____

Resources Assigned

- ❑ Schools, recreation centres, other assembly halls.
- ❑ A site with adult-sized furniture, capability of feeding, and public address system.
- ❑ Choose a facility that will not be exposed if the wind shifts or increases, to create a more protective environment for possible HazMat incidents
- ❑ Alert the Emergency Operations Centre (EOC) for operations.
- ❑ Consider special facility/special population evacuation needs and establish priorities.
- ❑ Consider potential for domestic animals to be evacuated with families and alert S.P.C.A.
- ❑ Consider resources needed to conduct Emergency Evacuation Operations and advise potential mutual aid agencies.
- ❑ Determine the number of people needing transportation assistance.
- ❑ Dispatch transportation to special facilities and identified areas where assistance is required.

Agency in charge _____

Resources Assigned

- ❑ Transit (level of Personal Protective Equipment needed)
- ❑ Fire Department (level of Personal Protective Equipment needed)
- ❑ Decontamination (set up area)
- ❑ Ambulance service (triage and treatment area)
- ❑ Establish a policy on whether persons will be advised or ordered to evacuate.
- ❑ Prepare, print and distribute Emergency Evacuation notices if time permits.
- ❑ Assemble, brief and deploy Emergency Evacuation personnel.
- ❑ Announce Evacuation Plan decisions (boundaries and evacuation routes).

- ❑ Announce emergency reception area locations.
- ❑ Establish and announce a telephone number of evacuees to call for progress reports and re-entry times.
- ❑ Begin with Emergency Evacuation.
- ❑ Track numbers of evacuees and any reported injuries.
- ❑ Keep all field units updated regarding changes.
- ❑ Document the decision process.
- ❑ Notify local elected officials and the Provincial Emergency Program Regional Office.
- ❑ Appoint an Information Officer, with support and back up.
- ❑ Re-evaluate the BCERMS structure. Is a Logistics, Planning, or Finance Section needed, if not already appointed?
- ❑ Consider the need for a Crisis Intervention Team.
- ❑ Track all costs related to the incident.
- ❑ Keep evacuees at the reception facilities and group lodgings informed of incident progress and projected return times.
- ❑ Decide on allowing return into evacuated area in consultation with all relevant parties.
- ❑ Schedule a debriefing with all parties to evaluate the Evacuation Plan.
- ❑ Make suggested changes in this procedure to the Emergency Program Coordinator and the Emergency Policy Group.

5. Shelter-in-Place (include the following in the evacuation plan)

Agency in charge_____

- ❑ Discuss and decide on appropriate alternate strategies.
- ❑ Seal off the area.
- ❑ Selective or partial evacuation.
- ❑ Issue a recommendation to close windows and shut off heating and ventilating systems in the threat area.
- ❑ Issue a recommendation for people to stay indoors.
- ❑ Appoint an Information Officer, with support and back up.
- ❑ Establish and announce a telephone number for persons to call for information on the incident.
- ❑ Re-evaluate the BCERMS structure. Is a Logistics, Planning or Finance Section needed, if not already appointed.

- ❑ Prepare, print and distribute incident information for persons in the affected area.
- ❑ Notify local elected officials and the Provincial Emergency Program Regional Office.
- ❑ Assemble and brief a standby force of personnel to assist with an emergency evacuation if the need arises.
- ❑ Establish and announce needed information to the public.
- ❑ Consider the need for a crisis intervention team.
- ❑ Continue to monitor the situation and to re-evaluate the need to evacuate, keeping all field units up to date regarding changes.
- ❑ Track all costs related to the incident.
- ❑ Keep residents informed of incident progress and projected time until the incident is over.
- ❑ Monitor the HazMat release and revise projected end of incident times.
- ❑ Consider changing tactics on consultation with all relevant parties.
- ❑ Provide advice and information on any special precautions that should be taken during and after the event.

5 Emergency Social Services Plan

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5.2 *ESS Contacts*

(Insert list)

5.3 *Introduction*

Emergency Social Services (ESS) is a program that provides short term (72 hour) disaster relief to those affected by emergency situations. In the experience of remote communities, most ESS relief situations warrant extension to this assistance period.

ESS depends on community volunteers to plan and provide for the essential needs of individuals, families and response workers. This may include food, lodging, clothing, emotional support, financial aid, and finding loved ones. Through the ESS plan, communities can improve their ability to cope with disaster by establishing the network of volunteers and developing liaisons with businesses, organizations and service providers willing to share resources in times of trouble.

Information provided in this section is supplementary to PEP's "Emergency Social Services – Reception Centre Operational Guidelines" syllabus.

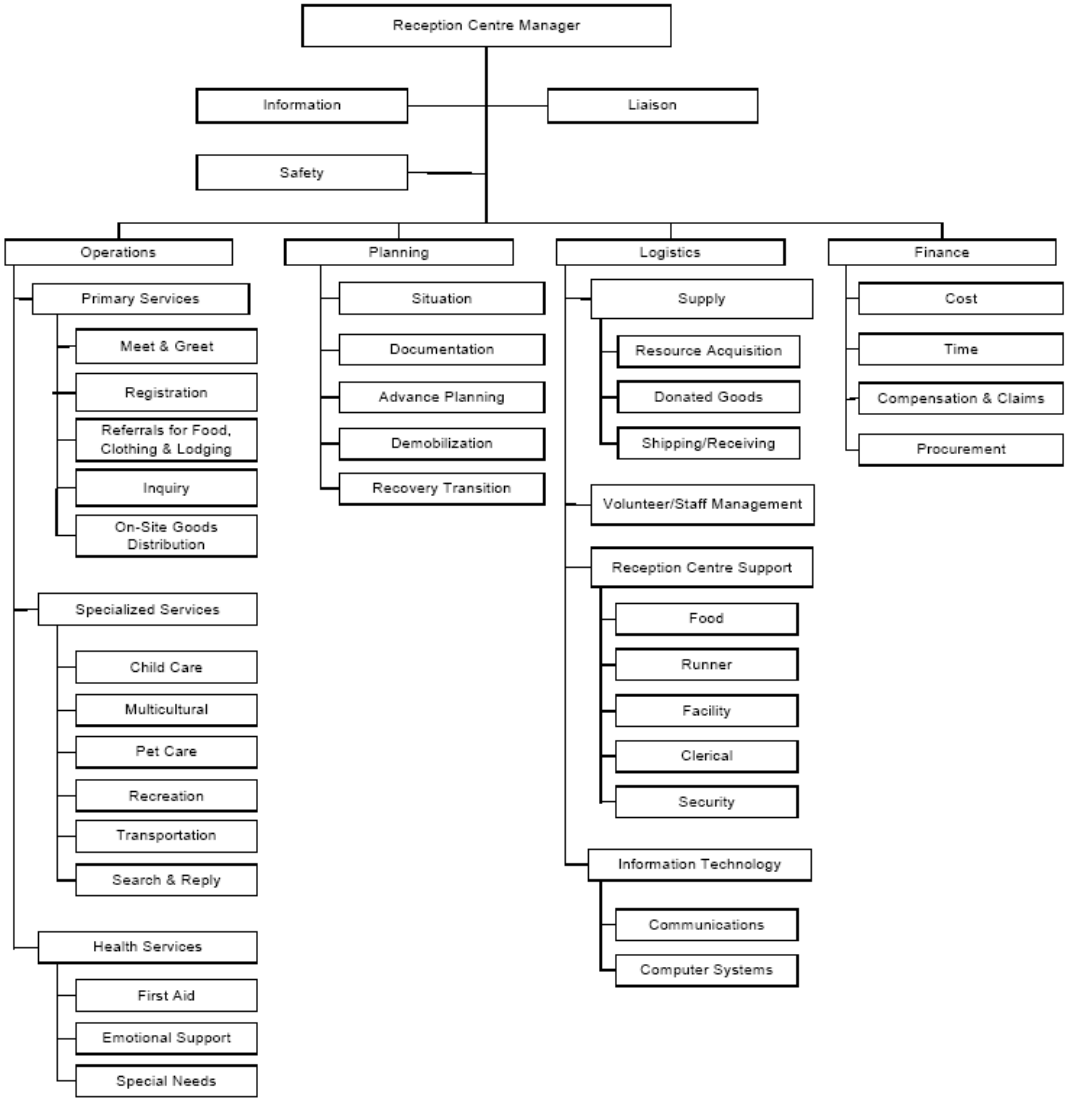
5.4 *ESS Program*

Emergency Social Services is an integral part of the BC Emergency Response Management System (BCERMS) and provincial ESS coordinators liaise with the local ESS Coordinator and provide the financial backup for the provision of social services. At the local level, ESS operations are delivered under the direction of the Emergency Operations Center. In large scale emergencies, services are provided and coordinated at a designated Reception Centre (usually different location than EOC).

5.4.1 Reception Centre Organization

Given the small size of the Ocean Falls community and the limited availability of human resources, people delivering emergency social services will likely need to multi task a number of responsibilities. The schematic below provides a graphic description of the typical functions that need to be addressed in emergency situations**. It is important to note that <u>not</u> every function will be filled or addressed in every emergency.**

Figure 5-1 ESS Reception Centre Organization Chart – Functions.



5.4.2 ESS Roles and Responsibilities

ESS Coordinator: Senior local ESS representative. Member of local Emergency Executive Committee.

Reception Centre (RC) Manager: Responsible for overall management of a Reception Centre and ensuring that all required functions are activated and carried out. Reports to the ESS Coordinator.

Management Staff: Report to and assist the RC Manager. Depending on scale of emergency, the following key roles may need separate or combined staffing:

Safety Officer: Monitor safety conditions and develops measures for assuring safety of all personnel, including worker care.

Liaison Officer: Primary contact for provincial ESS Support Organizations and other external agencies assisting RC.

Information Officer: Coordinates media releases (approved by EOC), public meetings, information gathering and distribution.

General Staff: Report to RC Manager. Depending on scale of emergency, each Section Chief may be in charge of a multiple member team.

Operations Section Chief: Responsible for direct service delivery to evacuees at RC.

Planning Section Chief: Oversees gathering of information and analysis of data regarding RC activities, conducting planning meetings and preparing RC Action Plan for each operational period.

Logistics Section Chief: Responsible to provide all support needs and resources to RC, including supplies, equipment, food, personnel etc.

Finance Section Chief: Responsible to monitor RC costs, administers contracts in conjunction with Logistics Section Chief and ensures financial records are kept throughout the event.

5.4.3 ESS Activation Levels

Four levels of ESS response are recognized and consistent with the four evacuation levels.

Level 1 – Very small event (ie house fire). Personal disaster assistance. An RC would generally not be established.

Level 2 – Single RC activated but no EOC activated (ie apartment fire, bus accident).

Level 3 – Single RC activated but scale of emergency warrants activation of EOC (Level 1-2) to coordinate response (flood, interface fire).

Level 4 – Multiple RC's and/or group lodging facilities activated. EOC Level 2-3 activated. Large scale evacuation of community.

5.4.4 Potential Ocean Falls Reception Centres

Activation Level	Location	Resources
2	• Coast Lodge • Local B & B's • Neighbour homes	• Single person or family housing & food.
3	• Coast Lodge • Local B & B's • Neighbour homes • Pan Fish Bunk-house	• Multiple family and large groups housing. • Clothing • Bedding • Group cooking • Communication
4	• Bella Bella facilities • Denny Island facilities • Bella Coola facilities • Floating vessels (BC Ferries/Cruise Ship)	• Multiple family & large population housing. • Clothing • Bedding • Group cooking • Communication

5.4.5 Ocean Falls ESS Resources

Accommodation – hotels/ motels - 1
- B&B - 2
- Camp accom - 2

Food Prep – Coast Lodge

Food safe people

Social assistance volunteers

5.5 *Ocean Falls ESS Delivery Considerations*

The Ocean Falls community is a unique area of settlement. Localized emergency events requiring temporary accommodations will likely be handled with the community's own resources with possible financial assistance from the ESS program. The CCRD ESS program based in Bella Coola is the main source of ESS support for Ocean Falls. Larger scale emergencies would likely require the temporary relocation of residents to neighbouring communities such as Denny Island or Bella Coola as both of these communities contain a level of facilities that would support an evacuation the size of which would be expected from Ocean Falls.

5.5.1 Key Issues

Some key issues and challenges faced by ESS providers in Ocean Falls are:

- Limited accommodation
- Influx of tourists in summer occupy hotel and B&B's
- Food and fuel supply lines can be disrupted easily
- Significant population lead sustenance existence.
- Prolonged power outage can have significant effect on long term food availability (sustenance freezer storage of fish and game)
- Besides a few restaurants, there are few large scale cooking facilities.

5.6 *Forms and Checklists*

The delivery of the ESS program requires diligent tracking and record keeping. A number of checklists and standard forms have been developed by PEP to assist with this task. Please refer to the "Emergency Social Services – Reception Centre Operational Guidelines" syllabus for copies of these documents.

6 Fire Emergency Response Plan

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6.2 *Fire Emergency Contact List*

High Fire Hazard Conditions:
Notify the local Fire Response Team, consisting of:
Local Emergency Team
- CCRD Rep
- OFID

Emergency Response Operations – Fire Hall
- CCRD EPC
- MOF
- Highways
- MWLAP/Parks

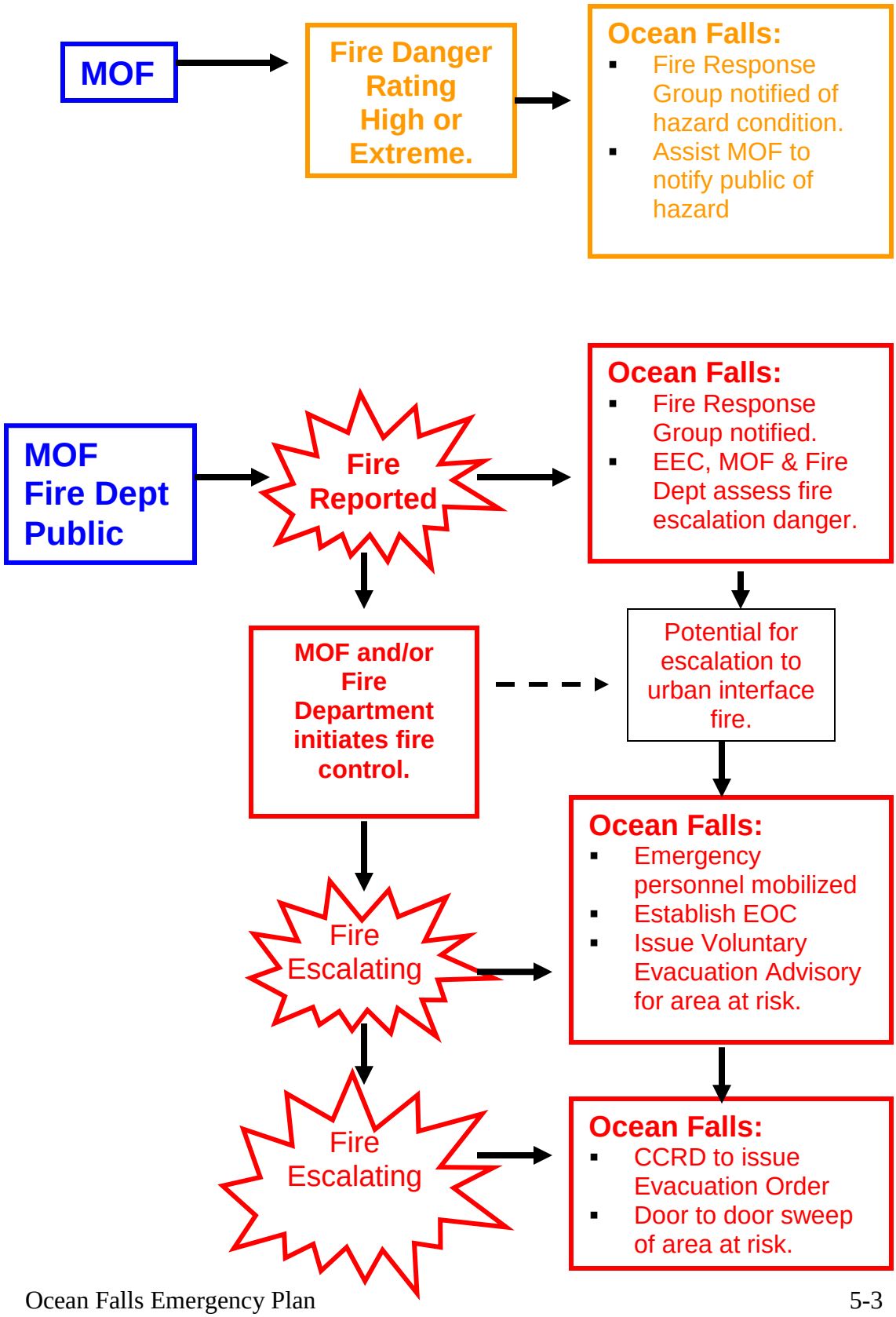
Fire Reported:
All of above.
EEC, MOF and Fire Department evaluate threat of escalation to urban interface fire and decide on course of action.

Contact CCRD Emergency Program Coordinator and CCRD Administration to advise of potential need for declaration of local state of emergency if required.

Initiate Call out to residents in Danger zone.

Plan for evacuations if required.

6.2.1 Fire Emergency Action Plan



6.3 *Fire Response Organization*

The Ministry of Forests, through the Forest Protection Branch is responsible for fires on crown forest lands. Local governments have the primary responsibility for fire protection and response for areas within their jurisdiction. However, protocols are in place whereby the Ministry of Forests will direct and control urban interface fire operations. For further details about Provincial system for interface fire control see the "British Columbia Wildland/Urban Interface Fire Consequence Plan" in Annex 4.

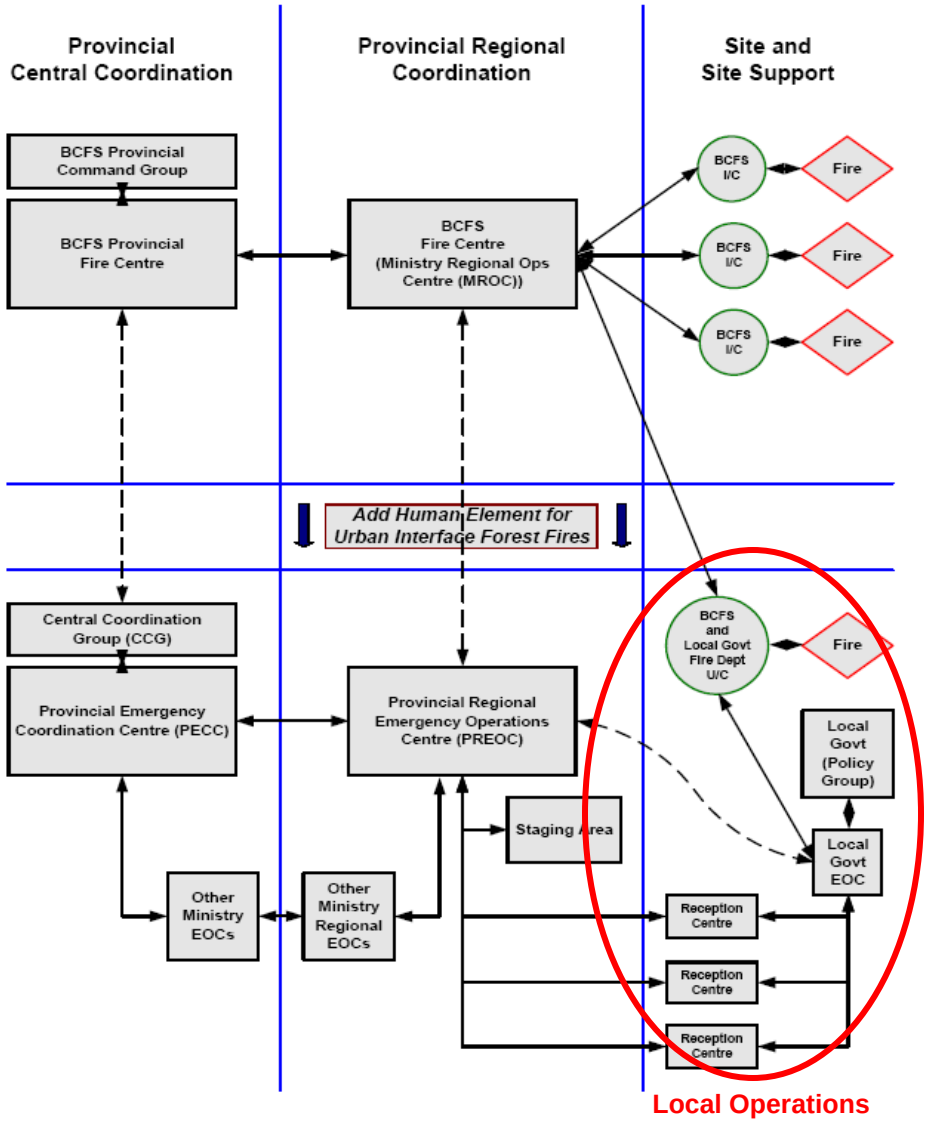


Figure 1 - Provincial Emergency Response Structure for Wild-Land/Urban Interface Fires

6.3.1 Local Government Responsibility

- Monitor interface fire risk
- Implement fire prevention/mitigation measures
- Identify and source equipment and other resources
- Establish response parameters in consultation with MOF officials
- Establish EOC to support on-site structural fire fighting.
- Direct local response (structural fire fighting) and assist MOF fire crews as requested.
- Coordinate evacuation and care of residents.
- Maintain liaison with the Incident Commander (Fire Boss), Fire Control Center and Provincial Regional Emergency Operations Center (PREOC).

6.3.2 Local Fire Response Team

The local Fire Response Group consists of the following individuals and organizations:

EEC	**ESS Officer**	**PI Officer**	**Comm Officer**
MOF	**MWLAP**	**RCMP**	**Ambulance**
Fire Dept's	**Hospital**	**Highways**	

6.3.3 Fire Danger Rating System

The Ministry of Forests monitors fire danger throughout the Province during the April-October fire season. Detailed Fire Danger Class Reports by geographic region can be obtained on the MOF website http://www.gov.bc.ca/for/ . The Danger Class Ratings are as follows:

Low	Low fire danger.
Moderate	Carry out any forest activity with caution.
High	Fire hazard is serious. Extreme caution must be used in any forest activity. Burning permits and industrial activities may be restricted.
Extreme	Extremely high fire hazard. General forest activities may be restricted, including burning permits, industrial activities and campfires.

6.3.4 Fire Response Activation Levels

Ocean Falls Fire Emergency Plan may be activated by EEC or Fire Response Group when there is potential for urban interface fire.

Threat Assessment/Monitoring
General monitoring of fire threat. EOC open during regular working hours. Provide information to public about fireproofing property in threatened areas. Strategically preposition structural fire fighting resources.

Enhanced Mitigation/Evacuation Stage 1 Alert
Situation deteriorating. EOC may become fully staffed 24/7. Enhanced mitigation activities implemented and preparations made for orderly evacuation of affected area. Voluntary evacuation initiated.

Fire Fighting/Precautionary Evacuation
Fire fighting commences in problem areas. Affected area patrolled 24/7. Precautionary evacuation of vulnerable populations commenced.

Fire Fighting/Evacuation Stage 2 - Order
High probability of interface fire. Full fire fighting implemented. State of Emergency declared. Mandatory evacuation ordered.

Evacuation Stage 3 – All Clear
Return to area permitted, demobilization and recovery commenced. EOC remains active at reduced level in case situation deteriorates and to help with recovery operations.

6.4 *Fire Emergency - Immediate Local Response*

6.4.1 Pre-Event Preparedness and Response

During fire season (April-October), the local Fire Response Group is to be notified when the local Fire Danger Class reaches 'High or Extreme' levels. The intent of this is to notify emergency personnel of imminent potential for fire. No actions taken at this time except to help notify local population of hazard.

Fire Response Group to be notified of any fire in the Ocean Falls region by MOF. This includes fires that do not initially pose a threat to the community. This will put emergency personnel on stand-by alert. Initiate **Threat Assessment/Monitoring Activation level.**

6.4.2 Interface Fire Immediate Response

Upon notification of fire in vicinity of community, Fire Response Group to be put on high alert. EEC in consultation with MOF and Fire Department Officials will assess risk of fire escalating to interface fire and determine appropriate action. If potential exists, then initiate **Enhanced Mitigation/Evacuation Stage 1 Alert** activation level:

- Establish EOC.
- Mobilize Fire Response Group.
- Initiate call out to affected area.
- Initiate door to door warning.
- Assess need to pre-mobilize fire fighting resources.

Activation level may be upgraded to **Fire Fighting/Precautionary Evacuation:**

- Notify affected parties of increasing threat.

Continued deterioration of fire conditions will initiate **Fire Fighting/ Evacuation Stage 2 – Order** activation level:

- State of Emergency is declared
- Evacuation becomes mandatory.
- Conduct door to door sweep.

6.4.3 Areas of Special Concern and Damage Potential

The primary infrastructures at risk from interface fire are homes and associated valuables along with power/phone lines. The fuel tanks at the Power Corporation causeway are also vulnerable due to the wooden structures that surround the area. Power lines may be down for extended periods thereby invoking the Power Outage Emergency Plan (section 15).

6.5 *Fire Emergency – Evacuation Plan*

Interface fire can occur anywhere in the Ocean Falls region and individual evacuation plans that address the specific circumstances of each fire event will have to be formulated on the spot. Key components of a fire evacuation plan are outlined here along with important considerations and constraints.

Evacuation planning will commence during the **Threat Assessment/Monitoring** activation level and the evacuation plan will be activated at the **Enhanced Mitigation/ Evacuation Stage 2 – Alert.**

Three stages of evacuation:

Evacuation Alert	People in fire threatened area are notified of potential evacuation and people should prepare for likelihood of quick evacuation.
Evacuation Order	State of Emergency issued. High likelihood of Interface fire. People are ordered to evacuate.

	Perimeter secured. Road blocks established. Door to door sweep of affected area.
All Clear	Danger has passed. People allowed to return to area.

6.5.1 Evacuation Routes and Safe Zones

First Option:
Fire evacuations may affect extensive areas of the community and they may be prolonged. Therefore, if there is enough time, people should evacuate along the main access route out of the Martin Valley and muster at the lower townsite for potential further evacuation by boat/ferry.

Second Option:
In extreme cases where vehicular evacuation is not possible people should proceed to the most open areas near water to wait for assistance or for fire to pass.

Table 6-1 Evacuation Areas and Route Options

Location	Evacuation Options
Ocean Falls Town Site	• Interface fire will likely occur north or east of town site, so people should head to harbour area and wait for instructions and possible marine evacuation. • If necessary, evacuate up the dryland sort Forest Service Road. 4X4 assistance may be necessary.
Ocean Falls Upper Dam site Link Lake	• Interface fire will likely occur north or east of this area, so people should head to harbour area and wait for instructions and possible marine evacuation. • If necessary, evacuate up towards Martin Valley keeping near the ocean for possible marine evacuation.
Martin Valley	• If fire north, east or west of settlement, evacuate to Harbour for possible marine evacuation. • If fire south east of settlement, evaluate highway passage safety and potentially hold near airplane ramp for potential marine rescue. • In extreme cases evacuation may be required to go west along power line access road towards Roscoe Bay but this option must be carefully assessed to avoid trapping evacuees.

6.5.2 Establishment of Road Blocks

Location for safe road blocks will be determined on a case by case basis.

Local crews to staff road blocks as available.

6.5.3 Special Evacuation Requirements

Special evacuation assistance on a large scale may apply if complete land-based evacuation required.

There may be invalid, house-bound people scattered throughout the community and this will have to be determined on a case by case basis.

Evacuation of animals may require special containment vehicles and coordination.

6.6 *Fire Emergency – Prolonged Response*

A prolonged fire emergency will likely entail an expanding evacuation program as fire moves throughout region. This will mean that people will have to evacuate out of the community to Bella Bella and beyond. A ferry may be required to move people out by marine route to Denny or Campbell Islands or to Bella Coola.

6.7 *Fire Emergency – Recovery*

Damage from fire can be expected to be severe and extensive so recovery may take months or even years.

Many people may not have fire insurance, and will require substantial assistance in order to recover and rebuild.

Power and phone lines can be expected to be down and new power poles will require installation. This may take a period of weeks, depending on how extensive the damage is.

7 Landslide Emergency Response Plan

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7.2 *Landslide Emergency Contact List*

7.3 *Introduction*

Landslide is a general term used to describe the down-slope movement of soil, rock and organic materials under the influence of gravity. It also describes the landform that results.

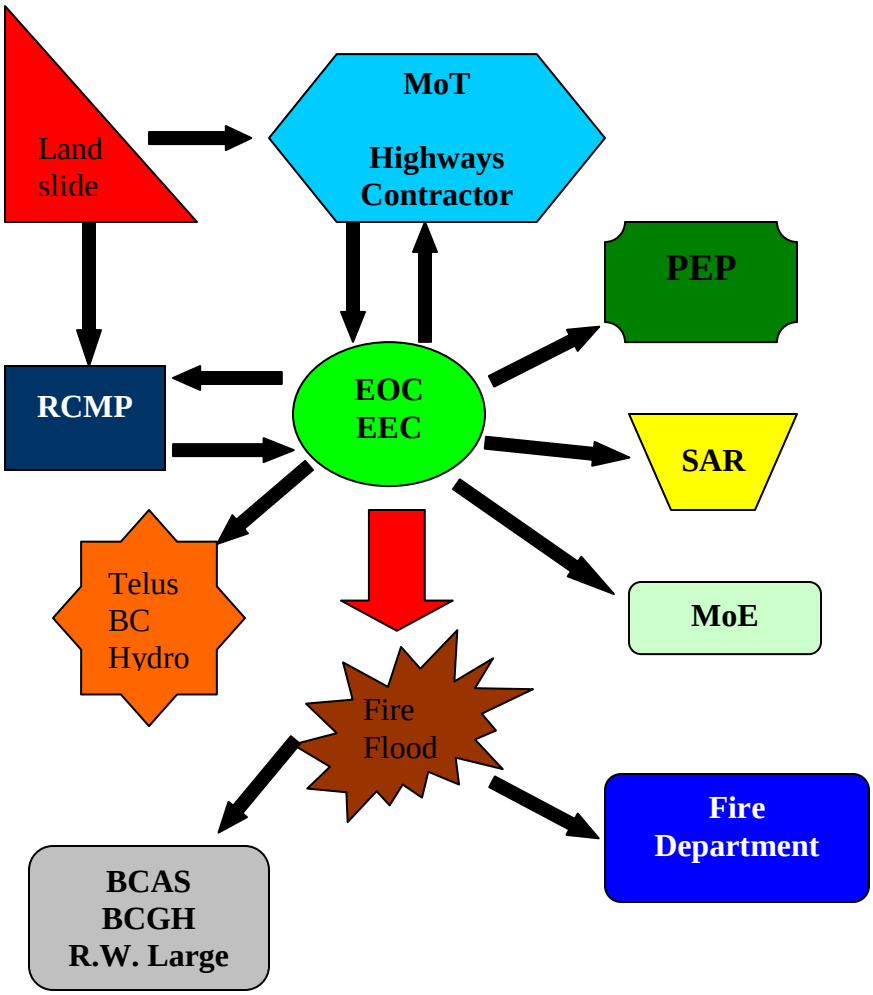
Ocean Falls steep, mountainous terrain, its complex geology, its high precipitation, both as rain and snow, its abundance of unconsolidated glacial sediments, and its geographic position astride the earthquake zone that surrounds the Pacific Ocean, all combine to make the region particularly susceptible to landslide activity.

Landslides are most likely to occur during or following heavy snow or rainfall events and can also be triggered by earthquakes. The potential for emergency exists when landslides strike inhabited areas, block Martin Valley Road or cause severe damage to utility corridors. Landslides can also block stream flows creating the potential for flash-flooding.

8.4 Landslide Response Organization

It is assumed that landslides will be reported by local residents to the local Improvement District or the Highways Maintenance Contractor after serious damage has resulted. Landslide emergencies requiring a unified response will be addressed as follows:

- Identify specific location
- Control public access if applicable
- Notify utilities as applicable
- Assess damage and initiate SAR if safe to do so
- Obtain geotechnical assessment
- Commence clean-up activities when safe to do so



8.5 Contingency Plans

8.5.1 Highway Closure

If the Highway 20 supply corridor is expected to remain closed for any length of time, arrangements could be made to establish alternate supply routes using small marine vessels, tug and barge or helicopter if necessary.

8.5.2 Power Outage

Extended power outages are to be addressed using the Power Outage Response Plan in Section 15 of this document.

8.5.3 Communication Loss

Refer to Section 3.5.4 Emergency Communications.

8.5.4 River Blockages

In the event that landslides cause stream-flow blockages, warning must be given to downstream residents and the Flood ER Plan should be activated.

8 Disease Emergency Response Plan

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8.2 Disease Emergency Contact List

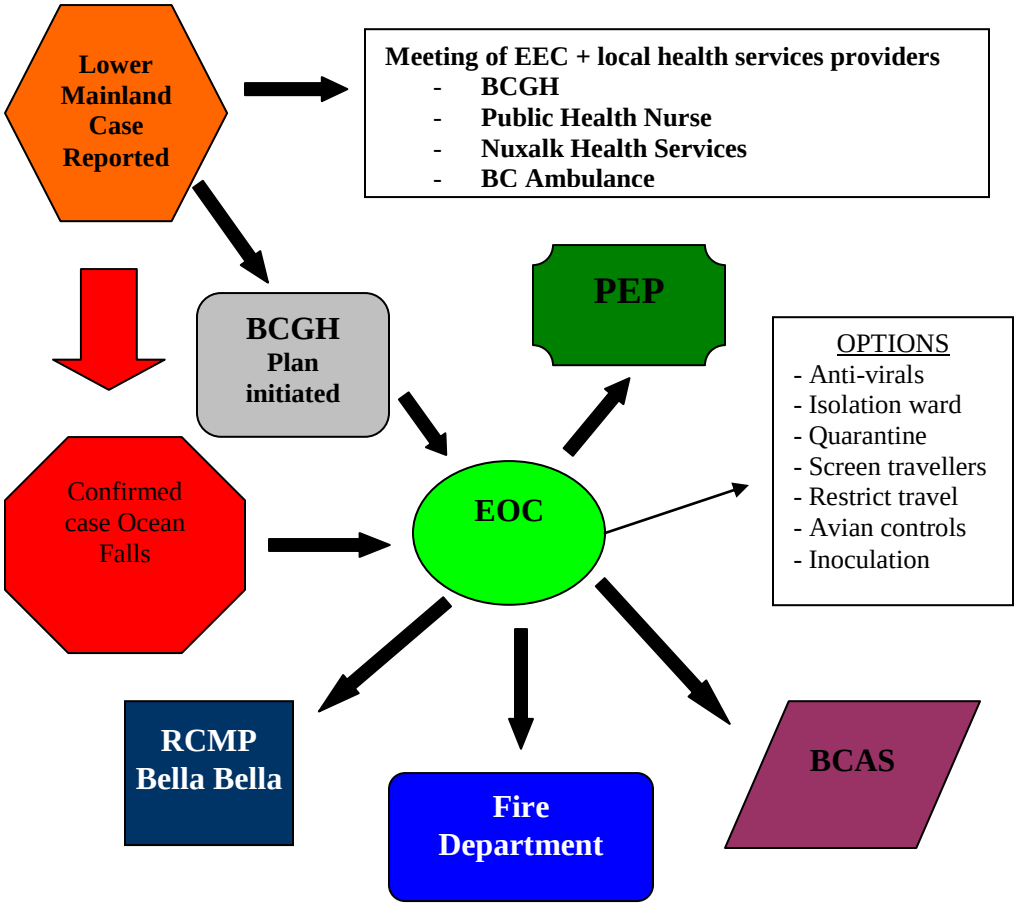
8.3 Introduction

Disease Control can refer to a number of infectious situations the worst being global pandemic. Other potentially disastrous situations may be local influenza outbreaks, known or unknown pathogens affecting large numbers of residents or known or unknown pathogens affecting livestock or other animals.

The World Health Organization (WHO) states that response to an outbreak of Pandemic Influenza will be an exercise in damage control, suggesting that the spread of disease will be nearly instantaneous and widespread. Communities can expect to deal with numerous cases in a short period of time with the second and third waves of the disease potentially worse than the first. Health care resources will be stretched to the limit and outside assistance for Ocean Falls is unlikely to be forthcoming. Vaccines will take months to develop and may never be made available to smaller communities such as Ocean Falls.

The Ocean Falls community has the advantage of being fairly isolated with few access points from outside communities. Emergency personnel may use travel restrictions or mandatory isolation areas as a means to avoid or delay the introduction of disease although these will have serious economic and social impacts on the local community. Such measures will require hard deliberation and must be enacted fully to be effective. The EEC and community health leaders will have very difficult decisions to make and these may not always be fully appreciated by the general public.

8.4 Disease Response Organization



8.5 Health Agency Plans

8.5.1 Federal Program

The federal government has established a Pandemic Program to oversee management of nationwide outbreaks of influenza outbreaks.

8.5.2 Provincial Program

The BC Centre for Disease Control has produced the ***British Columbia Pandemic Influenza Preparedness Plan*** to provide local health authorities with information regarding this issue.

8.5.3 Local Hospital(s) Plan

The Bella Coola General Hospital and RW Large Hospital in Bella Bella have produced a disaster response plan. This document addresses the issue of epidemic and pandemic outbreaks and refers to the provincial preparedness plan listed in section 13.5.2. In response to the high probability of outbreak, BCGH has initiated an additional item to their admission questionnaire that deals with patient's recent travel history. They are bolstering inventories of masks and other disease related items and are exploring options for creating an isolation ward within the hospital to deal with contagious patients.

Local resources are limited and currently do not include the capacity to contend with widespread influenza outbreaks. It is recognized that extraordinary measures would be required to deal with such a situation.

8.6 Ocean Falls Emergency Plan Options

Upon consultation with local and regional health care providers and community leaders, the LET may decide to enact one or more of the following options:

- Provide anti-viral drugs to key individuals deemed essential for the continued operation of community functions. This would be subject to immediate availability and projected continued supply sources.
- Restrict routine travel into the Ocean Falls area by closing arrival corridors as required (harbour).
- Establish isolation areas where travellers would remain in quarantine for a period of time sufficient to provide solid indication that no influenza is present.
- Order quarantine of individuals or groups suspected of carrying infection.
- Order destruction of livestock as deemed necessary to control the spread of disease (if any are present).
- Arrange for mass inoculation of residents as available.

All such options will require extensive discussions and will be controversial actions in the eyes of many residents. However, they may be the only options available to curtail a disaster within the greater community.

9 Dam Failure Emergency Response Plan

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9.1 Dam Failure contact list

9.2 Dam Failure Emergency Response

In the event of a serious earthquake it may be possible that the threat of dam failure will be recognized. In any such case, the Dam Failure Emergency Response Plan should be activated and the threat assessed. A cautionary move would be to activate the townsite evacuation plan in such instance.

However, it is unlikely that a massive failure of the Central Coast Power Corporation dam on Link Lake would be preceded by any significant warning and thus response would be, at best, spontaneous. In such a case, the likelihood of any townsite resources being available for assistance would be non-existent. Residents in the Martin Valley subdivision would be the first available responders and would be responsible to notify outside agencies.

Water-borne debris would be the greatest immediate hindrance to rescue operations and helicopter assistance would be an asset.

9.2.1 Community Leadership

Unlike most other emergencies, the local authority and industry representatives may be unavailable following the disaster due to their proximity to the event and potential loss. The establishment of a temporary leadership/command centre will be essential to increase the survival rate of victims and prevent further distruction.

9.2.2 Communications

Communication to the outside region will be essential. Responders must use the emergency communications plan for Martin Valley contact.

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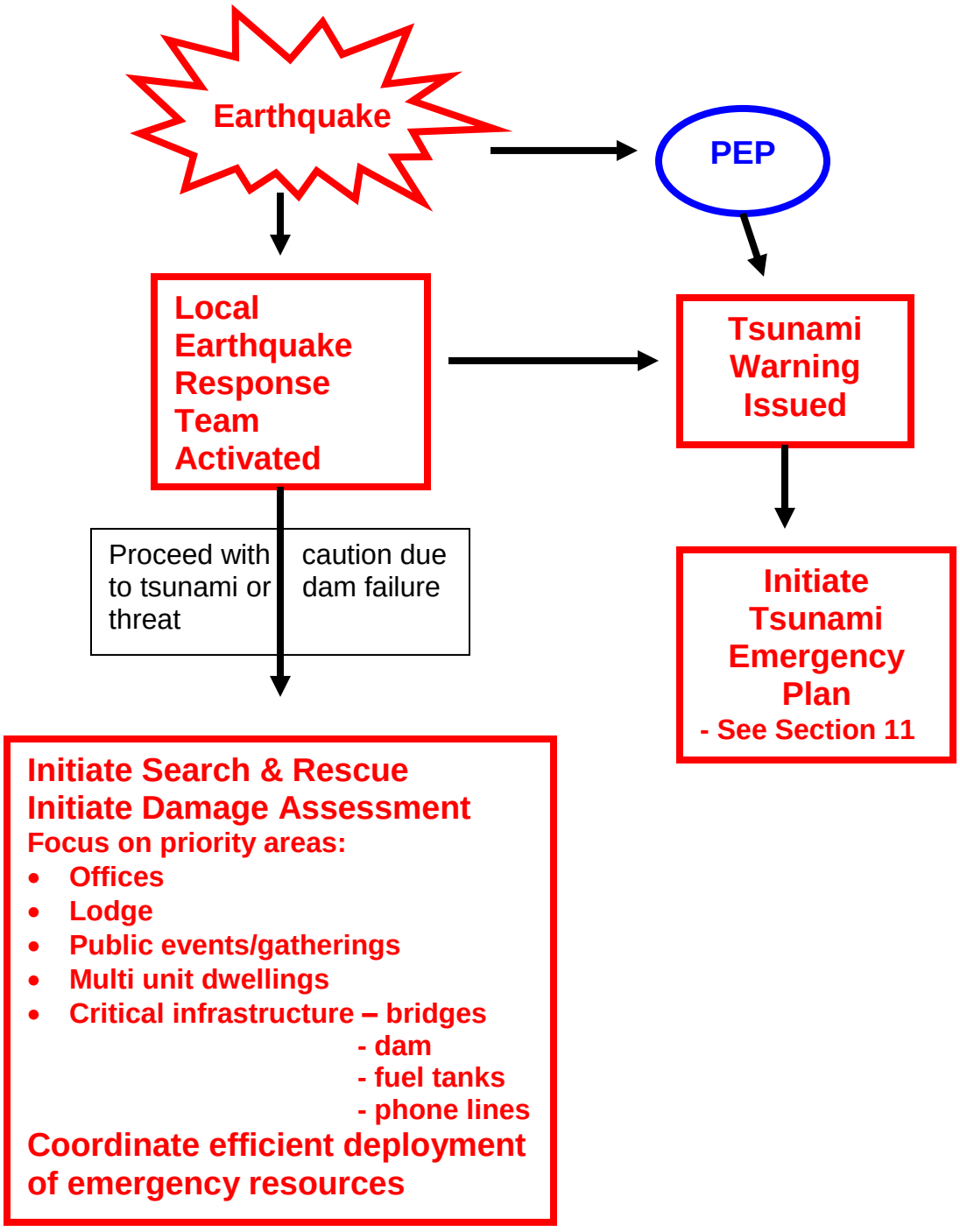
10.2 Earthquake Emergency Contact List

10.3 Earthquake Emergency Action Plan



10.4 Introduction

Earthquakes generally happen without warning, so initial emergency response actions must be virtually automatic and based on the locally available emergency resources. The activation of the local emergency program would be immediate once an earthquake is felt. Earthquakes can occur as a series of shocks so even if an earthquake appears minor, it is recommended that the local Earthquake Response Team be alerted in case there are more severe aftershocks. **Furthermore, given Ocean Falls' proximity to the sea and distance to the main seismic fault in the Pacific Ocean, damage from tsunami poses a greater risk than damage caused by a typical earthquake. Therefore, an earthquake automatically triggers the Tsunami Emergency Response Plan as well. In addition, the potential for Dam Failure increases and the Dam Failure Emergency Response Plan should also be considered.**

The primary role of local emergency response following an earthquake is to initiate search and rescue along with damage assessment. This information would then be used to coordinate response to address areas of greatest need.

Refer to the "British Columbia Earthquake Response Plan" in Annex 6 for additional information.

10.5 Earthquake Response Team

The following individuals and organizations comprise the Bella Coola Earthquake Response Team:

Local Emergency Team	– Coordinator
	- CCRD Rep
	- CCPC Manager
Regional Emergency Response	– RCMP, Bella Bella
	- BC Ambulance
	- CCRD Emergency Coordinator
	- Communication Officer
	- Public Information Officer
	- ESS Officer
	- Hospitals
Emergency Response Operations	- Harbour Master
	- Highways
	- Interior Roads
	- Rangers (Bella Coola)

10.6 Response Action

When an earthquake is experienced, the local Earthquake Response Team would be activated by the Team members or other government agencies. The ERT would immediately initiate response actions. The level of response would depend on the severity of the event and would vary from simple acknowledgement of the occurrence with no additional action needed to full deployment of search and rescue and comprehensive assessment of damage. **In initiating response and deploying personnel, the threat of tsunami or dam failure must be carefully considered and integrated into response actions.**

When an earthquake is experienced, the following steps are recommended:

1. LET ascertain whether ERT callout is required
2. Earthquake ERT and/or Tsunami ERT callout initiated
3. EOC established – Martin Valley
4. Search and rescue initiated
5. Damage assessment initiated.
6. Remedial and recovery action coordinated.

10.6.1 Search & Rescue

For significant earthquake events, search and rescue would be initiated immediately under the direction of the EOC. In a significant event, RCMP, outside Fire Departments and ambulance may be called in for assistance. It is important that EOC is notified of response and deployment of emergency services and that EOC initiates a coordinating function to deploy emergency help on a priority needs basis.

10.6.1.1 S & R Callout

- Neighbourhood Emergency Team (NET) Captains initiates neighbourhood callout and field check.
- RCMP
- Bella Coola SAR Team
- Rangers

10.6.1.2 S & R Priority Areas

- Power plant
- Coast Lodge
- Multi unit dwellings

- Public functions – Sunday church, Lobelco Hall, Nuxalk Hall
- Offices – OFID, Pan Fish

10.6.2 Damage Assessment

10.6.2.1 Damage Assessment Callout

- Utility operators
- Government Ministries - MOT
- Government damage assessors.
- Insurance adjustors.

10.6.3 Coordination of Resource Deployment

Following a significant earthquake event, the immediate establishment and co-ordination of emergency service deployment is critical for effective response. Threrefore:

1. EOC needs to be quickly established.
2. Operational contact links with RCMP, Fire Department and ambulance needs to be established immediately.
3. Documentation of reported injuries, infrastructure damage and transportation disruption.
4. Ranking of reported emergency situations.
5. Deployment of emergency assistance to highest priority needs.

10.7 Damage Potential

An earthquake capable of structural damage (greater than 5 on the Richter scale) can be expected to strike somewhere in southwestern British Columbia once every ten years, and there are predictions that a very serious (8 to 9) earthquake is overdue for the Lower Mainland - Vancouver Island region. Such a quake would likely cause some problems in Ocean Falls in terms of structural shake damage and disruption of power and supply lines. However, the greatest threat of damage from earthquake in Ocean Falls would likely result from an associated tsunami, landslide or dam failure.

Sever damage can be expected in areas within 100 km of epicenter and moderate amounts of damage within 300 km of epicenter. Injury to death ratios are 30:1 and hospitalization injury to death ratio is 4:1. In case of a large earthquake, other parts of the Province will likely be affected thus

limiting the availability of outside emergency assistance as larger population centers will receive priority help.

Ocean Falls is fortunate in the sense that there are relatively few multistory buildings, large structures or facilities that would be vulnerable to earthquake effects. However, damage to buildings, roads and runway ramp, power and telephone lines, fuel lines, water lines and sewage systems; diversion of stream channels, and blockage of streams with subsequent flooding are possible. Damage may be minor or nearly total, local or regional. Debris removal and cleanup will be a concern after the event.

Fires can also be triggered by earthquakes and although it is not anticipated that these fires would be multi-structure catastrophes, it is conceivable that there would be numerous single structure fires that would severely tax fire fighting resources.

10.7.1.1 Primary Local Vulnerabilities

- CCPC Dam
- Power lines
- Phone lines
- Bridges
- Fuel tanks at harbour
- Multi story buildings - Government Agent building, Coast Lodge
- Townsite and Martin Valley water distribution lines

11 Tsunami Emergency Response Plan

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11.1 Tsunami Emergency Contact List

Tsunami Watch Bulletin Issued:

Local Emergency Team – CCRD Deputy Coordinator
- OFID Manager
- Fire Chief

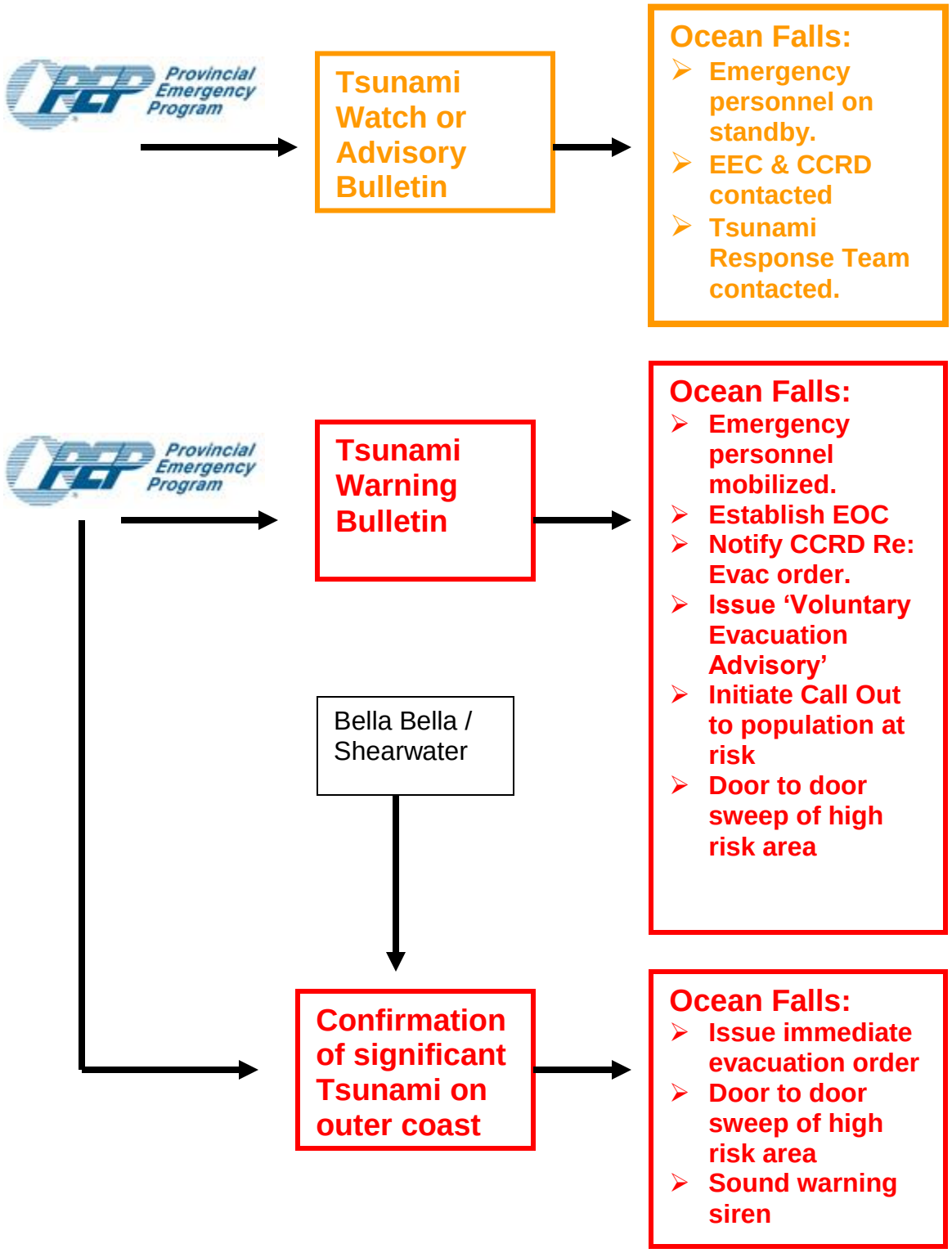
Emergency Response Core Team – RCMP
- Ambulance
- CCRD EP Coordinator
- Communication Officer
- Public Information Officer
- ESS Officer
- Regional Hospital

Emergency Response Operations – Fire Hall
- Harbour Master
- Interior Roads Ltd
- Central Coast Power Corp

Tsunami Warning Bulleting Issued:

All of above.
Initiate Call out to residents in Danger zone.

11.1.1 Tsunami Bulletin Action Plan



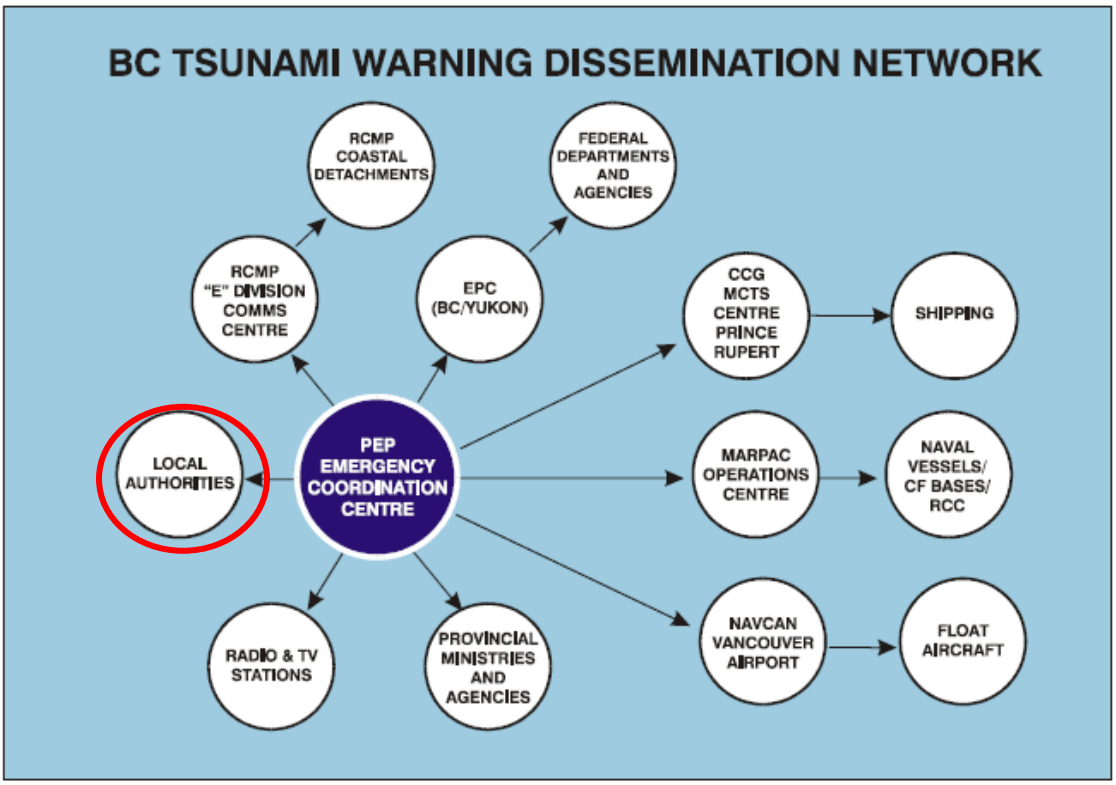
11.2 Tsunami Danger Area

The high danger area is based on a 5.2 m tsunami wave as predicted by the 1989 Environment Canada and Ministry of Environment Flood Mapping of the Bella Coola Valley. The moderate danger area is based on the Provincial 20 m elevation guideline for coastal areas. The realistic wave height safe zone is 10m above high tide line for inner coastal areas of BC.

11.2.1 Provincial Tsunami Warning & Emergency Procedures

The Provincial tsunami emergency procedures are detailed in the "British Columbia Tsunami Warning and Alerting Plan" (2001) a copy of which is contained in Annex 5. PEP is responsible for warning and alerting the entire Province, including ships and float planes in accordance with following schematic. The Ocean Falls Emergency Response Plan is designed to address the Local Authorities warning dissemination responsibilities for the Ocean Falls community.

Figure 9-1 BC Tsunami Warning Dissemination Network.



PEP may issue any one or a combination of the following tsunami advisory bulletins. The bulletins have been designed to provide maximum warning of possible tsunami conditions based on scientific observation of previous earthquake effects.

- **Tsunami Warning** status means that a tsunami was or many have been generated which could cause damage. Travel time is less than three hours away. Purpose is to activate local plans and low lying locations in the areas warned are strongly advised to evacuate.

- **Tsunami Watch** status means that a tsunami was or may have been generated but is more than three hours travel time away from warned area. Purpose is to put emergency personnel on standby and local officials should prepare for possible evacuation if their area is upgraded to Warning.

- **Advisory** bulletins are issued when an earthquake greater than 7.5 magnitude has occurred in the Pacific Basin which might generate a tsunami. The tsunami is over six hours travel time to nearest point on the West Coast.

- **Tsunami Information** bulletin may be issued to advise public about an earthquake event that is not expected to generate a tsunami along the BC coast.

- **Cancellation Message** will be sent to indicate if any Warning or Watch bulletins have been cancelled or the threat has ended.

- **Tsunami All Clear** bulletins are issued when the threat is over and no more waves are expected. Local authorities may issue their own 'all clear' in accordance with instructions on the bulletin.

Tsunami warnings are issued by different regions and ones affecting Ocean Falls are:

- **Entire BC Coastline-** This area will be described as "The Queen Charlotte Islands and the entire coastline from Port Renfrew on Vancouver Island north to Stewart on the Alaska border.

- **Mid Coast area –** This area will be described as "The Queen Charlotte Islands and mainland coast from Queen Charlotte strait north to Prince Rupert."

11.2.2 Local Notification and Warning

Once a **Tsunami Watch or Advisory** bulletin has been issued for the Mid Coast area, local emergency personnel will be contacted in accordance with the Communication Plan. This will put emergency personnel on stand-by alert. CCRD are advised to prepare to issue Emergency Declaration.

11.3 Tsunami Emergency Evacuation Plan

- Once a **Tsunami Warning** has been issued, the Emergency Evacuation Plan will be initiated.
- **Evacuation Alert:** People in the specified tsunami risk area (see Figure 9.1) will be notified of potential evacuation and people should prepare for likelihood of quick evacuation.
  - CCPC advised to secure fuel depot.
  - Residents advised to remove powerboats to high ground if possible.

- **Evacuation Order:** Based on reports of actual tsunami occurrence from more coastal areas, an evacuation order may be issued and immediate evacuation of risk area would commence.
  - CCRD advised to issue Emergency Declaration.
  - Phone callout initiated for evacuation.
  - Manual door to door sweep initiated of high risk areas: harbour and lower Martin Valley Subdivision.
  - Ocean Falls alarm siren triggered.

- **All Clear:** Given when danger has passed.

11.3.1 Safe Evacuation Zone

- The general, PEP recommended, evacuation instruction for coastal BC is to move to areas 20 m in elevation above sea level.
- In the Ocean Falls community the dryland sort at Link Lake is sufficiently high to meet this criteria.
- People in Martin Valley subdivision may wish to access higher ground up Martin Valley Road depending on seasonal access conditions.

Forewarned Tsunami Alert:

- In the case of an ocean generated Tsunami, there will be a few hours time to evacuate people to safe areas.
- People will ideally head towards the Link Lake Dryland sort area.

No Official Pre-Warning of Tsunami (local landslide in inlets):

- In case of massive landslide in local inlets, there will not be time for issuance of warning and survival will depend on people heading to higher ground on their own accord.
- People in lower areas experiencing a hard shaking earthquake for more than 15-20 seconds, should immediately head for high ground at least 20 m. elevation above sea level.
- Ocean Falls alarm siren triggered.
- A land slide caused tsunami may be extremely high and fast and people near shoreline areas should head to areas as high as 50 m or more in elevation above sea level.

Quick access safe areas are:

- From townsite, Link Lake Dryland sort.
- From Martin Valley, up Martin Valley Road
- These areas may become isolated for a period of time depending on scale of event.

11.3.2 Special Evacuation Requirements

Special evacuation assistance may be necessary for some pre-identified people at risk:

- Elderly or infirm residents.
- Disabled residents.
- Residents lacking transportation.

11.4 Tsunami Emergency- Immediate Local Response

11.4.1 Pre-Event Response and Preparedness

Pre-event preparedness is to ensure Tsunami Watch and Warning bulletins are communicated to emergency personnel and preparations are made for rapid evacuation, if necessary.

- Set up ‘door to door’ notification of critical areas by notifying and assigning emergency personnel to areas.
- Prepare to establish EOC once Tsunami Warning is issued.
- Recommended EOC location is mobile unit at Link Lake.

11.4.2 Primary Event Damage Potential

A tsunami wave can cause dire consequences to people and damage infrastructure along low level areas close to the ocean (See Figure 9.1 for flood zone).

Human Populations at Risk

- People at harbour.

Marine Based Installations at Risk

- Boat harbour and moorings.
- Ferry dock.
- Fuel Depot.
- Airplane ramp.
- Floating camps or structures.

Access and Transport Structures at Risk

- Road between townsite and Martin Valley.
- Causeway to Power Plant.
- Road to Roscoe Bay.
- Docks and ferry terminal.

Power and Utilities at Risk

- CCPC installations at base of Link Falls.

11.4.3 Immediate Response Following Event

Tsunamis may be a single wave or a series of waves 10 – 15 minutes apart that can last up to an hour after the first wave arrived. Therefore, people should not rush back in after the first tsunami wave arrives. Emergency Coordinator directs emergency personnel when to enter the flood risk zone. Once it is safe to enter, search and rescue shall begin immediately along with damage assessment.

Search & Rescue

- As directed by Emergency Coordinator search and rescue shall be initiated immediately and conducted by Firemen, S&R team, volunteers.
- Boat and air search initiated to look for people swept out to sea.

Damage Assessment

- In order to coordinate search & rescue and repair of lifeline services, the affected area should be quickly assessed to determine priorities for response with limited resources.
- High priority is to check the fuel facility at the harbour. Initiate spill response immediately if necessary.

11.5 Extended Response Following Event

After immediate search and rescue is well underway and critical lifeline infrastructure has been checked and priority repairs initiated, Extended Response initiated.

11.5.1 Critical Infrastructure Repair

- Power lines
- Highway
- Communications
- Fuel Tanks

11.5.2 Water and Sewage System

Water systems may become disrupted or contaminated along with sewage disposal systems and this can lead to longer term health effects and impede disaster recovery.

Qualified personnel to check that water and sewage systems are functioning as a priority.

11.5.3 Volunteer Management

It is anticipated that there will be many volunteers arriving to the impacted area offering to help.

A Volunteer Coordinator will be specified to control and direct volunteer help to priority areas and dispatch people with appropriate skills to needed areas.

11.5.4 Security of Property

For areas with forced evacuations or areas suffering major damage, security of property needs to be addressed.
RCMP is responsible for ensuring security and EOC will aid in dispatching personnel to aid with security.

11.5.5 Records and Accounting

A tsunami can be expected to cause significant deployment of emergency response resources and damage can be severe at a localized lever, therefore a person will be designated to initiate accounting and record keeping as the EOC is established.

11.6 Recovery

Recovery from tsunami may take a few days to a number of months.

11.6.1 Debris Clearing

Debris resulting from tsunami damage is not expected to significantly impede recovery beyond localized site clean up.

11.6.2 Essential Services Repair

The priority essential service at risk from tsunami is the power plant which has its own Emergency Plan.

11.6.3 Private and Business Repair

See ESS Plan.

11.6.4 Reporting and Follow-Up

Subsequent to the event, an assessment of emergency response performance and debriefing of emergency personnel should be carried out in order to identify areas of emergency response performance.

12 Explosions & Hazardous Materials Spill Emergency Response Plan

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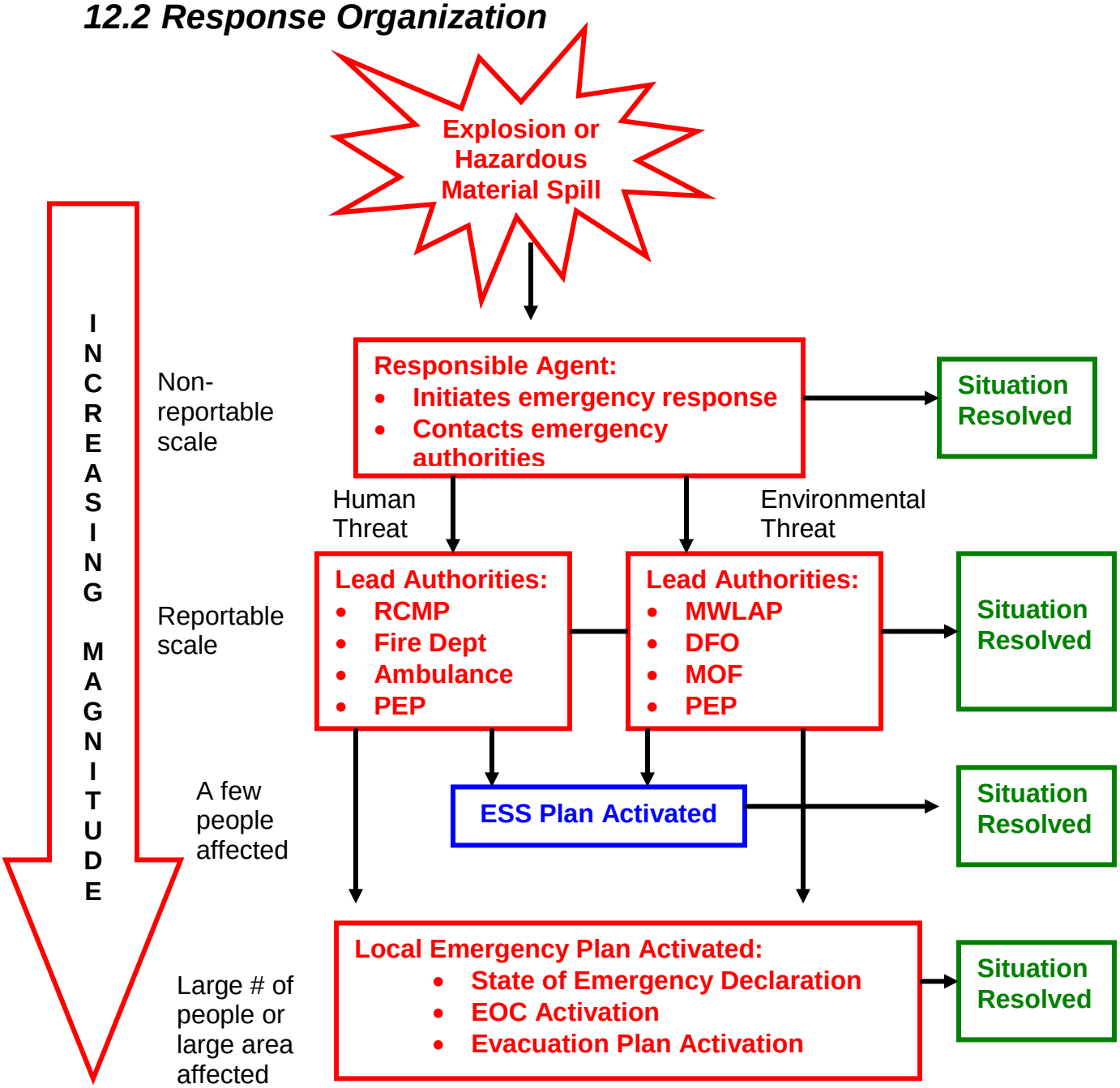
12.1 Explosion or Hazard Material Spill Contact List

12.2 Response Organization



Agents handling explosives or hazardous materials are responsible to ensure all required safe guards and handling procedures are followed and that they have the required emergency response equipment available. Those in charge of these types of materials are also responsible to take initial action in case of an emergency and to notify the appropriate authorities immediately. For life or health threatening emergencies, regional RCMP, fire department and ambulance authorities will be contacted to respond to the situation. For emergencies posing an environmental threat, government agencies like Ministry of Water, Land and

Air Protection, Ministry of Forests and Department of Fisheries and Oceans may also initiate action. Notification to PEP is mandatory for spills greater than established limits (see Section 12.4) and depending on the scale of the emergency will initiate response accordingly. The Local Emergency Response Plan would likely only be activated if evacuation is required, large numbers of people are injured or affected or response requires significant coordination of multiple resources and organizations.

12.2.1 Response Precautions

Dealing with hazardous materials can be very dangerous. Sparks can ignite flammable materials, noxious fumes and gases can overcome emergency worker causing debilitating and potentially fatal consequences. Only people trained in handling hazardous materials should attempt containment and clean up. Other, non-trained, emergency workers should make sure the area is clear and that no other people enter the danger zone.

1. Evaluate hazards – what are the risks to people, property and environment?
2. Identify and evaluate potential problems that may be encountered during control, containment and clean up.
3. Refer to Material Safety Data Sheets for the material spilled for instructions on danger, treatment and cleanup method.

12.3 Local Hazard

12.3.1 Explosion Hazard

The Ocean Falls area is not heavily industrialized, so the risk of a serious explosion occurring is low. Use of explosives is limited and primarily related to logging road construction and occasional major works projects like rip rap rock procurement and site preparation. Vendors using explosives are required to follow strict rules for storage, record keeping and magazine facility standards. The potential for other explosions are primarily related to fuel transport or storage facilities like fuel tank facilities at the harbour gas station. A propane explosion is also a possibility as there are a number of homes that rely on propane for heat. Except for an explosion at the harbour or on the Ocean Falls town site, an explosion would likely not affect more than one or two structures. Fire may also be initiated by the explosion.

12.3.2 Hazardous Material Spill

Because the community is not heavily industrialized, most chemical spills likely will be fuel (gasoline, diesel, or propane), however, some products used by Pan Fish or other operators may also be hazardous. The main fuel storage sites are the Central Coast Power facilities at the harbour although some residents may have small stockpiles. Fuel spills are most likely to occur during transport and fuel is brought in by barge to the CCPC facility. From time to time, other hazardous material may be brought into the community for specific purposes like paving or other industrial related activities. Hazards from any spill will include contamination of the environment, toxic exposure to humans and animals, and explosion and fire. There may also be temporary disruption of travel, and interruption of phone and power lines. Containment of the hazard will be a priority, and evacuation may be necessary.

Shearwater Marine acts as an agent for Burrard Clean, an organization that specializes in spill response operations. Both Shearwater Marine and Burrard Clean should be contacted simultaneously whenever a response to a hazardous material spill is required.

12.4 Hazardous Material Handling, Storage and Safety Information

Hazardous materials are regulated through a number of programs – Work Hazardous Material Information System (WHMIS) and Transportation of Dangerous Goods (TDG).

Information on these programs can be found at the following web sites:

www.hc-sc.gc.ca/hecs-sesc/whmis/

www.tc.gc.ca/tdg/menu.htm

Spills that must be reported to the Provincial Emergency Program in accordance with the Spill Reporting Regulation under the Waste Management Act:

Product	Major Level (report to PEP)
Pesticides	1 kilogram
Antifreeze	5 litres
Power train oils	100 liters
Operating oils	100 liters
All fuels	100 liters
Solvents	100 liters

The following information provides a snapshot of the Workers Hazardous Materials Information System (WHMIS) and the Transportation of Dangerous Goods (TDG) requirements.

REFERENCE GUIDE FOR WHMIS

The 3-step snapshot to understanding WHMIS

Class A: Compressed Gas

Class B: Flammable and Combustible material

Class C: Oxidizing Material

Class D: Poisonous and Infectious Materials

Class E: Corrosive Material

Class F: Dangerously Reactive Material

➢ Understand the symbols

- The symbol is a visual reminder of what type of substance you will be handling
- Symbols are found on Labels and MSDS.
- Some examples of the classes you might encounter in the forest industry are:
  - Oxygen and Acetylene (Compressed Gas)
  - Gasoline and Diesel (Flammable/Combustible)
  - H2S gas from Sour Gas wells (Poisonous material)
  - Battery Acid (corrosive materials)

➢ Recognizing Labels

- Labeling (by Suppliers or Employers) is required on hazardous substances
- Labels are the **first indicator** to the worker that they are dealing with a hazardous substance
- Labels must contain the following information:
  - Identification of the substance (eg. Diesel Fuel)
  - Hazard symbol of the substance
  - Precautionary and First Aid measures
  - Reference to Material Safety Data Sheets (MSDS)
- Types of Labels
  - Supplier – generally an adhesive label attached before shipment
  - Workplace – often a plastic tag attached by a wire or plastic tie to the container by the employer
  - Hand written – writing of the product name by the worker when the substance is dispensed for their individual use.

SHELL DIESELINE/CARBURANT DIESEL SHELL DIESELINE 322-110
SHELL DIESELINE MARKED/CARBURANT DIESEL SHELL DIESELINE COLORÉ 325-111
SHELL KEROSENE/KEROSENE SHELL 301-101

HAZARDS
Combustible Liquid
Irritating to Skin

SAFE HANDLING
Eliminate all ignition sources.
Wear suitable gloves and eye protection.
Avoid prolonged exposure to vapours.
Empty containers are hazardous, may contain flammable explosive liquid residue or vapours. Keep away from sparks and open flames.

FIRST AID
Wash contaminated skin with soap and water.
Flush eyes with water.
If overcome by vapours, remove to fresh air.

AVERTISSEMENT
Liquide combustible
Cause une irritation de la peau.

PRÉCAUTIONS
Éliminer toutes les sources d'inflammation.
Porter des lunettes de sécurité et des gants appropriés. Éviter d'être exposé de façon prolongée aux vapeurs. Les contenants vides sont dangereux. Ils peuvent contenir des vapeurs ou des résidus liquides inflammables explosifs. Tenir loin des étincelles et des flammes nues.

PREMIERS SOINS
Laver la peau atteinte à l'eau et au savon.
Rincer les yeux à grande eau.
En cas d'inhalation des vapeurs, transporter la personne incommodée au grand air.

SEE MATERIAL SAFETY DATA SHEET FOR FURTHER DETAILS
POUR DE PLUS AMPLES RENSEIGNEMENTS, CONSULTER LA FICHE SIGNALÉTIQUE DE CE PRODUIT

SHELL CANADA LIMITED
SHELL CANADA LIMITÉE
400 - 4th AVENUE S.W.

➢ Knowing how to use **Material Safety Data Sheets (MSDS)**

- An MSDS is a written bulletin issued by the supplier providing specific information about the hazardous substance
- MSDS will contain the following information
  - Product Name
  - Hazardous ingredients
  - Physical data
  - Fire and Explosion hazard
  - Reactivity data
  - Toxicological properties
  - Preventative measures
  - First Aid measures
  - Preparation information
- An employer must make the Material Safety Data sheets available to the workers, and provide time for them to read the information before commencing work

CANADIAN
Material Safety Data Sheet

0.05% SULFUR DIESEL FUEL

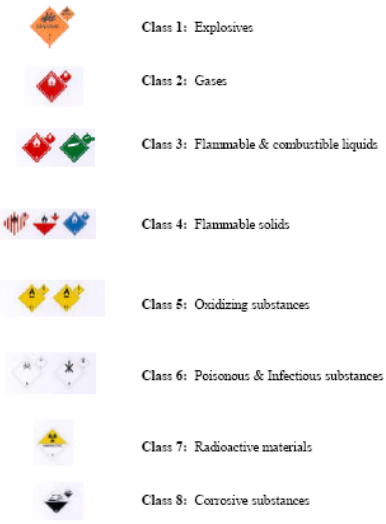
A. Product Identification

B. Hazardous Components

C. Personal Protection Information

REFERENCE GUIDE FOR
TDG (Transportation of Dangerous Goods)

The 4-step snapshot to understanding TDG



- Symbols
  - The symbol is a visual reminder of what type of substance is being transported
  - Symbols are found on Labels & Placards
  - Some examples of the classes you might encounter in the forest industry are:
    - Class 1 – Blasting materials (Explosives)
    - Class 2 – Oxygen, Acetylene, Propane (Gases)
    - Class 3 – Diesel, Gasoline, Solvents (Flammable & Combustible liquids)
    - Class 6 – Solvent compounds, paint removers (Poisonous substances)
    - Class 8 – Battery acids (Corrosive substances)

- Safety Marks
  - Safety Marks are the **first indicator** to the worker that they are dealing with a dangerous good when approaching a container or vehicle load
  - Types of Safety Marks
    - Labels – small diamond shaped marks generally found on smaller containers (i.e. oxygen bottles)
    - Placards – large diamond shaped marks generally found on larger containers or on loaded vehicles transporting dangerous goods
  - Safety Marks will contain the following information:
    - Symbol of the dangerous good (i.e. a flame)
    - Class of the substance (i.e. Class 3)
    - Shipping Name (i.e. Gasoline)
    - PIN (product identification) number (i.e. UN 1203)
  - Use of Safety Marks
    - Whenever a dangerous good is transported
    - When used on larger loads, placards are generally attached at 4 corners of the load vehicle
    - Placards are even required when containers or tanks are empty

- Documentation
  - Class 3 substances (Diesel, Gasoline) generally do not require a shipping document unless the container size is 2000 liters or larger
  - Used oils (generated by the contractor) are not classified under TDG regulation
  - If a shipping document is used, it must contain the following information:
    - Document number
    - Date of shipment
    - Signature of the shipper
    - Shippers name and address and 24 hour contact number
    - Receivers name and address
    - Carriers name
    - Name, Class, PIN, Packing group, and volume of product being shipped
    - Type and number of placards used

- Emergency Response
  - When spills or leaks exceed the quantities listed, it must be reported to:
    - The Police
    - The Employer
    - The Vehicle owner
  - The owner of the goods

Rules to remember for TDG

1. **Use the right container**
2. **Keep the container capped**
3. **Label the container**
4. **Secure the container in an upright position when in transport**
5. **When unloaded, protect from collision**

13 Accident Emergency Response Plan

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13.2 Accident Emergency Contact List

13.3 Introduction

Accidents requiring emergency response may take several forms but the 3 most probable are ***Marine, Air and Road*****.** All of these accidents may involve a large number of persons, many of which may be non-residents of the Ocean Falls Community and who potentially will not have emotional support available locally.

Any accident involving multiple injuries or casualties will require a coordinated response between Bella Coola Emergency Program officials and the Ocean Falls Community. The Bella Coola General and RW Large Hospitals have contingencies addressed within their emergency plans that require the assistance of ESS in establishing and operating reception centres in their communities to deal with minor injuries and support relatives and non-injured persons. In the early stages of EOC initiation the decision to involve such reception centres must be addressed and priority given to evacuating all victims to a larger centre.

13.3.1 Marine Accident

In the case of a local marine accident a response from the Coast Guard Station at Bella Bella will be requested however the arrival time of these responders dictates that a local marine response will be desirable. Federal and provincial agencies with marine equipment will be notified and many commercial watercraft owners will be recruited to assist. The Bella Coola Harbourmaster is the logical source of contact information for commercial watercraft owners.

13.3.2 Air Accident

An air accident would potentially involve a marine accident as all fixed-wing flights into the Ocean Falls area are by float plane. A helicopter or fixed-wing land crash would most likely require search and rescue by air or land and would necessitate the assistance of outside agencies. The Rescue Coordination Centre would take charge of such operation and the local Emergency Team may be called upon to provide support or assistance as necessary.

13.3.3 Road Accident

The Nuxalk Fire Department in Bella Coola possesses vehicle passenger extrication equipment (Jaws of Life) for use in serious vehicular accidents. Due to their distant location, they must be dispatched quickly to respond to vehicle accidents in other parts of

the regional district. Serious automobile accidents requiring such assistance will be hampered by time delays and local emergency responders may have to employ extraordinary measures to deal with such incidents. Air evacuation of accident victims will be required and the possibility of bringing rescue equipment from Bella Coola by helicopter and removing victims with the same craft may be desirable.

Transportation of multiple casualties may be an issue during a major highway accident event. BC Ambulance and Canadian Military SAR Teams would be coordinated by PEP.

14 Weather Storms Emergency Response Plan

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14.4 Weather Storms Response Organization _____ 3

14.2 Weather Emergency Contact List

14.3 Introduction

Extreme weather events may cause damage to critical infrastructure such as highways, bridges, utility and communications systems and cause all or portions of the Ocean Falls Community to become isolated. Effects of severe weather may require one or more ER Plan to be activated such as:

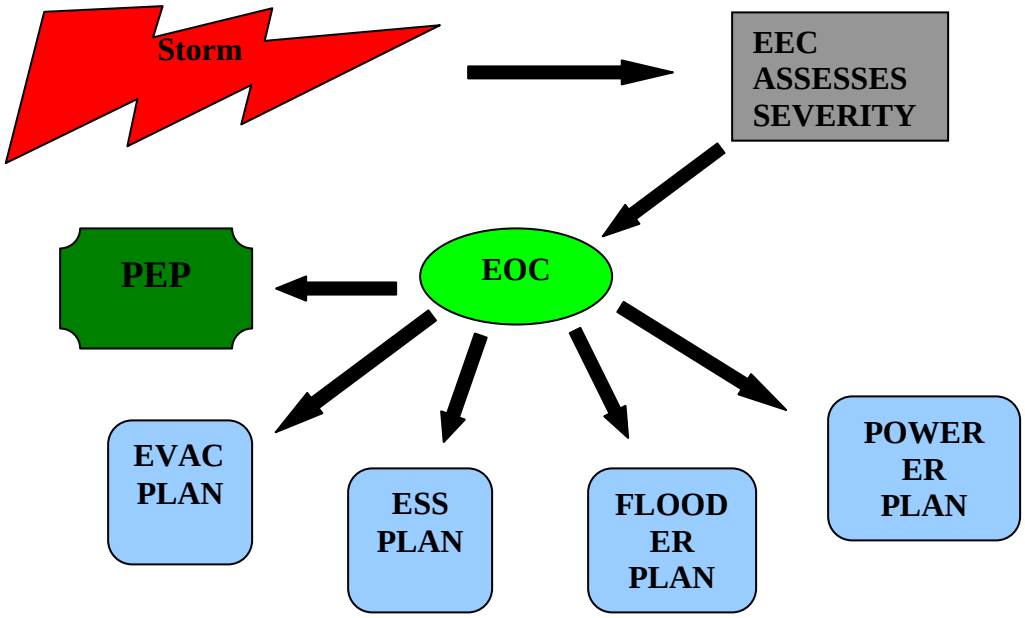
- **Section 4 Evacuation Plan**
- **Section 5 ESS Plan**
- **Section 7 Flood ER Plan**
- **Section 15 Power Outages ER Plan**

14.4 Weather Storms Response Organization

Local Emergency Team to assess severity of situation and activate EOC as required.

EOC Director to review situation reports and, after consultation with EEC, initiate Emergency Response Plans as required to address specific issues.

ESS Personnel to play key role in assessing response requirements.



15 Power Outage Emergency Response Plan

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15.2 *Power Outage Response Contact List*

15.3 *Introduction*

Power outages are an un-common occurrence in the Ocean Falls Community due, in part, to the proximity of the generating station and the lack of extensive distribution lines. In addition, the Central Coast Power Corporation maintains an active workforce in the community and power disruptions are addressed in short time.

Public awareness programs still need to be employed to provide homeowners with information regarding self-help advice for power failures to minimize associated problems. It must be assumed that many residents may require assistance in situations where power outages occur in conjunction with extremely cold temperatures or heavy snowfall events. In such cases it can also be assumed that transportation may be difficult or even restricted in some parts of the community.

Wile many residences in the region are equipped with alternate heating sources larger buildings such as office buildings and hotels rely on electricity to provide building heat. That means residents who may be required to evacuate homes due to a power outage will potentially not have the option for attending local hotels for assistance. In such instances ESS personnel will be forced to rely on smaller hospitality providers along with local area residences to provide accommodations for displaced persons.

The CCPC has mobile temporary generating equipment which can be moved about to assist groups of homes to maintain temporary back-up systems.

15.4 *Power Outage Emergency Response*

15.4.1 Notification

Predicted cases of prolonged power outages should be reported by CCPC to the local emergency program coordinator or the Provincial Emergency Program (PEP). In response, the EEC will determine the potential consequences and decide if an EOC is required to respond to the situation.

Announcement of the EOC location will be made by as many methods as possible as per Section 3 Communication Plan. Battery powered radios and word of mouth/runners will be the most effective. Neighbourhood Emergency Teams (NET) if established would be invaluable in power outage response.

15.4.2 Accommodations

ESS will arrange temporary accommodations if required.

15.4.3 Transportation

Transportation will be provided to residents unable to transport themselves to ESS facilities.

15.4.4 Protection of property

The EOC will attempt to assist residents with freeze-protection of private property by providing contact information of local tradespersons as available. A request for trades assistance may be broadcast on the emergency network if required.

16 Hostile Acts and Civil Disobedience

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16.2 *Hostile Act or Civil Disobedience Contact List*

16.3 *Hostile Act or Civil Disobedience Response*

Civil unrest on a scale and intensity to warrant emergency response is highly unlikely. However, the community has experienced tense periods in the past as exemplified by the environmental/logging protests in the mid 1990's. Civil unrest could lead to riots with resultant property damage and possible multiple injuries. Hostile acts, like shootings, although unlikely, are not out of the question in any community. **In each of these circumstances, the RCMP would take the lead role** and community emergency response will likely be in the form of provision of injury care and social services.

Open communication between agencies and community helps to forewarn of potential conflicts so that pre-emptive measures can be taken to deflate and prevent volatile situations from developing.

16.3.1 Community Leadership

Unlike most other emergencies, that are generally due to an act of nature or accident, hostile acts or civil disobedience are caused by humans and therefore, response is often more complex – neighbours may actually be opposing instead of helping. In these tense situations, local leaders must be proactive in 'calming the waters' to deflate the escalation of conflict and mob mentality.

Communication to the broad public is the key to reducing tensions and demonstrating that the situation is being dealt with in a proper manner. The urge for people to take the law into their own hands can only be countered by demonstrating that action is being taken by the authorities to resolve the situation. Leaders need to be seen dealing with the crisis by the community. The following are examples of how to communicate with the Ocean Falls community in times of strife:

- Quickly organize public information meetings
- Leaders to visit key public gathering areas and talking to the people: Harbour, coffee shop, large work sites, etc.
- Use local internet to send news updates

16.3.2 Incident Follow Up

The root cause for hostile acts or civil disobedience will likely linger beyond the crisis incident so a follow up plan should be formulated. This may entail counselling or 'bridge building' between opposing factions.

16.4 *Additional Information Source*

The following websites provide additional information on dealing with hostile acts or civil disobedience:

www.pep.bc.ca/hazard_preparedness/hazard_preparedness.html

The information below is from the stated website and provides a summary of the Provincial programs dealing with terrorism.

Terrorism Consequence Management and Preparedness

Sample Alert Status:

Terrorism Awareness

CURRENT ALERT STATUS **March 23, 2005**	**NO THREAT INDICATED AT THIS TIME**

The global security environment is currently marked by the war in Iraq and potential attacks by terrorists.

Canadian National security and intelligence authorities continue to indicate that there is no evidence to suggest a threat causing unusual risk to the Canadian public or infrastructure.

British Columbia has a 4-level **threat advisory system** in place and the following Web site will provide additional information about the BC threat level: **www.rcmp-bcmedia.ca** should the BC advisory system be activated in BC.

Every individual, family and every level of government has a responsibility to be prepared for any emergency, including potential terrorism actions.

- ***Preparing for the Unexpected***

  This publication offers some practical emergency preparedness tips and sets out steps to help individuals prepare for emergency situations such as deliberate human-caused incidents, including, acts of terrorism.

- ***Be Prepared for Every Emergency***

  Knowing what to do in every emergency is critical for everyone. This brochure has some information specific to being better prepared for a potential terrorist attack such as radiological, chemical or biological attacks.

- ***Personal Preparedness for a Terrorist Attack***

  The brochure is intended to help families plan for potential terrorist incidents.

- ***Terrorism, What You Need to Know***

  Tips on being safer before, during and after a terrorism attack.

- ***Shelter-in-Place***

  What to do to be safe in the event of a hazardous material release into the air.

- ***British Columbia Threat Advisory System***

  A 4-level system to provide warnings that increase as the risk of the threat increases. Each level (LOW, MEDIUM, HIGH and IMMINENT) has different protective measures the public and provincial government ministries and agencies should take.

- ***Guidelines for Implementation of the Province of British Columbia Threat Advisory System (BCTAS)***

  An interim guide designed to assist local government, critical infrastructure facilities, business, key assets and citizens initiate standardized actions as a result of increased terrorist threat levels in BC. Revised version dated March 25, 2003.

- ***A Federal CBRN Planning Guide for Reponding to Suspicious Packages***

  A planning guide to assist building owners and emergency response coordinators in responding to suspicious packages in the workplace.

- ***Suspicious Packages: A Poster for Persons who Handle Mail in Your Office***

  From *BC Mail Plus*, the people who deliver BC Government mail. Works anywhere!

- ***How to Handle Anthrax and Other Biological Agent Threats***

  A simple procedure for office workers and others who may confront a suspicious package, substance, or situation.

- ***BC Centre for Disease Control***

  British Columbia Centre for Disease Control web page has question and answer sheets on Bioterrorism.

- ***SafeCanada***

  A Canadian public safety web resource covering all aspects of preparedness- including terrorism consequences.

- **British Columbia Chemical, Biological, Radiological and Nuclear (CBRN) Terrorism Consequence Management Plan**

  Several provincial agencies have cooperated to outline how BC will coordinate response to the consequences of a possible terrorist action involving unconventional weapons.

- **The Health Canada Centre for Emergency Preparedness and Response (CEPR)**

  Canada's central coordinating point for public health security issues. Among its many responsibilities, CEPR develops and maintains national emergency response plans for Health Canada; monitors outbreaks and global disease events; and is the health authority in the Government of Canada on bioterrorism, emergency health services and emergency response. A direct link to self help brochures about coping with the stress of terrorism within this site is: **http://www.hc-sc.gc.ca/pphb-dgspsp/emergency-urgence/index_e.html**

- **Responding to CBRN Threats: A Federal Perspective**

  Government of Canada statement dated February 2003.

- ***Incident Commander's and First Responder's Guide For Responding To Biological/Chemical Threats***

  A guide produced with the authorization of the United States National Domestic Preparedness Office (NDPO) and with assistance from the following British Columbia agencies:

  - RCMP "E" Division Emergency Coordination Office
  - Office of the Fire Commissioner
  - British Columbia Ambulance Service
  - British Columbia Centre for Disease Control

17 Glossary

This Regional Emergency Plan Glossary contains **definitions** and ***acronyms*** of terms and titles used in this plan. It also contains acronyms or definitions related to specific resources or local areas.

Definitions and acronyms in this glossary follow, as closely as possible, those provided within the British Columbia Emergency Response Management System (BCERMS), the Incident Command System (ICS) and the *Local Government Act*. The base source for the Glossary is the Cowichan Valley Regional District Emergency Plan (2001); however, additions have been made to cover items unique to the Ocean Falls plan.

Where acronyms or definitions are not referenced in this plan, users should reference the above noted documents or the Concise Oxford Dictionary.

- A -

AGENCY:
An agency is a division of government with a specific function, or a non-governmental organization (e.g., private contractor, business, etc.) that offers a particular kind of assistance.

ALLOCATED RESOURCES:
Resources dispatched to an incident.

ASSIGNED RESOURCES:
Resources checked in and assigned work tasks on an incident.

ASSIGNMENTS:
Tasks given to resources to perform within a given operational period, based upon tactical objectives in the Incident Action Plan.

AVAILABLE RESOURCES:
Incident-based resources that are ready for deployment.

- B -

BASE:
The location at which primary logistics functions for an incident are coordinated and administered. There is only one Base per incident. (Incident name or other designator will be added to the term Base.) The Incident Command Post may be co-located or shared with the Base.

BCAS:
British Columbia Ambulance Service.
An organizational structure of the BC Ministry of Health responsible for emergency operations involving assessment, care and transportation of victims of accidents, emergencies or disasters.

BCERMS:
British Columbia Emergency Response Management System.
A comprehensive management scheme that ensures a coordinated and organized provincial response and recovery to any and all emergency incidents.

BRANCH:
The organizational level having functional or geographic responsibility for major parts of incident operations.

- C -

CALL-OUT TREE:
A pre-arranged network of phone responders who, upon instruction, call designated individuals on their phone lists who, in turn, call another group of individuals and so on. A quick and efficient method of phoning a large group of people in a short period of time.

CCRD:
Central Coast Regional District, the local government responsible for maintaining this plan.

CHIEF:
The Incident Command System title for individuals responsible for command of functional Sections, Operations, Planning, Logistics and Finance/Administration.

COMMAND SECTION:
A component of BCERMS that directs, orders and/or controls resources through legal agency or delegated authority. Command shall access problems, determine priorities, develop action plan and assign tasks.

COMMAND STAFF:
Consists of the Information Officer, Safety Officer and Liaison Officer. They report directly to the Incident Commander.

COORDINATION CENTRE:
A facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

COST SHARING AGREEMENT:
Agreements between agencies or jurisdictions to share designated costs related to incidents. These agreements are normally written (see Mutual Aid Agreement) but may also be oral between authorized agency or jurisdictional representatives at the incident.

- D -

DELEGATION OF AUTHORITY:
A statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed.

DEPUTY:
A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

DFA:
Disaster Financial Assistance Program. An emergency disaster relief fund administered through the Provincial Emergency Program.

DFO:
Department of Fisheries & Oceans.

DIRECTOR:
The Incident Command System title for individuals responsible for supervision of an Emergency Coordination Centre Branch.

DIVISION:
Divisions are used to divide an incident into geographical areas of operation.

DOC:
Department Operations Centre.
An operations centre established and operated by a department of a jurisdiction or agency to coordinate their emergency response efforts.

- E -

EMERGENCY COORDINATOR:
The individual within a local authority that has coordination responsibility for jurisdictional emergency management. Within the ECC structure, and where functional, the emergency coordinator may carry out the Command structure duties of the Liaison Officer and/or the Risk Management Officer.

ECC:
Emergency Coordination Centre.
A pre-designated facility established by a local authority, jurisdiction or agency to coordinate the site response and support in an emergency.

ECCD:
Emergency Coordination Centre Director.
This individual manages and controls the emergency organization and reports to the senior elected officials responsible.

EOC:
Emergency Operations Centre, may be referred to as Emergency Coordination Centre (ECC).

EPC:
Emergency Program Coordinator

ER:
Emergency Response, as in Fire ER Plan.

ESS:
Emergency Social Services.
ESS are those services that are provided short term (generally 72 hours) to preserve the emotional and physical well-being of evacuees and response workers in emergency situations.

- F -

FINANCE/ADMINISTRATION SECTION:
A component of BCERMS that manages all financial and cost analysis aspects of the emergency. Documents costs to manage cost reimbursement applications.

FUNCTION:
In Incident Command System, function refers to the five major activities in the Incident Command System, Command, Operations, Planning, Logistics and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function.

- G -

GENERAL STAFF:
The group of incident management personnel reporting to the Incident Commander. The General Staff consists of the Section Chiefs.

GROUP:
Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division.

- I -

IC:
Incident Commander.
Responsible for all direction at the site, including overall responsibility for the safety and health of all personnel or persons operating within the Incident Command System.

ICP:
Incident Command Post.
The location at which the primary command functions are executed. The ICP may be located with the incident base or other incident facilities.

ICS:
Incident Command System:
Incident Command System.
A standardized at-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

INFORMATION OFFICER:
A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident.

IRL:
Interior Roads Ltd. The local highways maintenance contractor with regional works yards located in Hagensborg, Anahim Lake and Tatla Lake.

- J -

JURISDICTION:
The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political, geographical or functional.

- L -

LET:
Local Emergency Team as found in smaller communities.

LERN:
Local Emergency Response Neighbourhoods.
A program established at the neighbourhood level to provide short term self sufficiency during an emergency or disaster. Neighbour helping neighbour.

LIAISON OFFICER:
A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LOGISTICS SECTION:
A component of BCERMS which provides, facilities, services, personnel, equipment and materials in support of the emergency.

- M -

MoF:
Ministry of Forests. Provincial ministry responsible for forest management inclusing fire protection. Regional office located in Pt. McNeil with site office in Hagensborg.

MoT:
Ministry of Transportation. Provincial ministry responsible for highway safety, construction and maintenance. Regional office located in William's Lake with site office in Bella Coola.

MULTI-AGENCY INCIDENT:
An incident where one or more agencies assist a jurisdictional agency or agencies. May be Single or Unified Command.

MULTI-JURISDICTIONAL INCIDENT:
An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In Incident Command System these incidents will be managed under Unified Command.

MUTUAL AID AGREEMENT (Emergency Management Agreement):
Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

- N -

NET:
Neighborhood Emergency Team. A proposed neighbourhood preparedness and response program that encourages neighbourhood areas to be self-organized during emergency events.

- O -

OG's
Operational Guidelines.
A guideline which an organization or agency, e.g., Police, Fire/Rescue, Ambulance, Public Works, etc., should have in place to assist responding personnel in carrying out tasks or duties during an emergency or incident. OG's are guidelines only and different from organizational policy.

OFFICER:
The Incident Command System title for the personnel responsible for the Command Staff positions of Safety, Liaison and Information.

OPERATIONAL PERIOD:
The period of time scheduled for execution of a given set of operation actions. Operational Periods can be of various lengths, although not over 24 hours.

OPERATIONS SECTION:
A component of BCERMS responsible for all tactical operations at the incident and includes Branches, Divisions and/or Groups.

- P -

PACKET:
A system of radio communications, usually through amateur radio operations, which utilizes computer devices to enhance communications where audio interference may be problematic. Packet also provides written documentation of ongoing communications during an incident.

PECC:
Provincial Emergency Coordination Centre.
An ECC established and operated at the provincial central coordination level to direct and coordinate the provincial government's overall emergency or disaster response and recovery efforts.

PEP:
Provincial Emergency Program.
A branch of a Ministry of the provincial government who will coordinate the response of the provincial government to an emergency or disaster.

PLANNING SECTION:
A component of BCERMS which collects, evaluates, documents and uses information about the incident and the status of resources. Provides status information to Command, Operations and Logistics and forecasts resource needs during the emergency.

POLICY SECTION:
A component of BCERMS comprised of those persons responsible for the overall management of the emergency or disaster. The policy section will develop policies and, as necessitated by the situation, will discuss the economic, political, legal, and social implications that may arise from the emergency and or impact the response or recovery efforts. This group will include individuals appointed by local government departments and appointed agency representatives.

PREOC:
Provincial Regional Emergency Operations Centre.
An EOC established and operated at the regional level by provincial agencies to coordinate provincial emergency response efforts.

- S -

SAFETY OFFICER:
A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety.

SAR:
Search and Rescue.
An organizational structure responsible for conduction search and rescue efforts, usually under the direction of the RCMP (Police). SAR components include land, sea, swift water, mountain and air incidents.

SECTION:
That organization level with responsibility for a major functional area of the incident, e.g., Operations, Planning, Logistics, Finance/Administration. The Section is organizationally between Branch and Incident Commander.

SECTION CHIEF:
The Incident Command System title for individuals responsible for command of functional Sections.

SITREP:
Situation Report.
A pre-authorized reporting system using written forms which provide a detailed chronological accounting of information relative to an emergency or disaster.

SPAN OF CONTROL:
The supervisory ratio of from three–to–seven individuals, with five–to–one being established as optimum.

STATE OF LOCAL EMERGENCY:
A legal process whereby a local jurisdiction officially makes a declaration that it is or may soon be encountering an emergency that requires prompt action to prevent harm or damage to the safety, health or welfare of persons or to prevent damage to property. The declaration of a state of local emergency is, when an incident satisfactorily subsides, shall be officially declared cancelled by the local authority.

SUPERVISOR:
The Incident Command System title for individuals responsible for command of a Division or Group.

- T -

TECHNICAL SPECIALISTS:
Personnel with special skills that can be used anywhere within the Incident Command System organization.

- U -

UNIFIED COMMAND:
A unified team effort which allows all agencies with responsibility for the incident, either geographically or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.

UNIT:
The organizational element having functional responsibility for a specific incident planning, logistics or finance/administration activity.

- W -

WLAP:
Ministry of Water, Land & Air Protection. Provincial ministry responsible for environmental issues.

18 Annex

Annex 1 – CCRD Bylaw 324 – Emergency Measures Establishment
– CCRD Bylaw 325 – Emergency Measures Regulatory

Annex 2 – Hazard Assessment Ranking Worksheets

Annex 3 – BC Operational Guidelines for Evacuations

Annex 4 – BC Wildland/Urban Interface Fire Consequences Plan

Annex 5 – BC Tsunami Warning and Alerting Plan

Annex 6 – BC Earthquake Response Plan