

±

CHIPPEWAS OF KETTLE AND STONY POINT EMERGENCY RESPONSE PLAN

October 2015

KETTLE AND STONY POINT EMERGENCY RESPONSE PLAN

SECTION 1

1. INTRODUCTION

The purpose of this plan is to provide Chief and Council, designated agencies and staff members with an overview of their expected response and responsibilities to an emergency situation within the Kettle and Stony Point First Nation. For this plan to be effective it is imperative that everyone be aware of their respective roles and be prepared to carry out their assigned responsibilities.

For the purposes of this plan, an emergency means a situation or an impending situation that constitutes a danger of major proportions to life or property. It could be caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise. The current population of Kettle and Stony Point First Nation is approximately 1100 residents. In order to protect residents, infrastructure and businesses, the First Nation requires a coordinated emergency response by a number of agencies under the direction of the Community Control Group (CCG).

2. LEGAL AUTHORITY

Section 91 (24) of the Constitution Act 1987, outlines the federal government's responsibility respecting First Nations. In emergency planning, the federal government through Aboriginal Affairs and Northern Development Canada (AANDC) has made an agreement with the provincial government (Ontario) through the Ministry of Community Safety and Correctional Services, to assume the responsibility for emergency preparedness and response to First Nation communities within Ontario's boundaries. Aboriginal Affairs and Northern Development Canada in turn, agree to finance emergency assistance provided by Ontario.

The Emergency Management and Civil Protection Act R.S.O. 1990, Statutes of Ontario, sets out the Terms of Reference for this plan. It states that a Head of Council may declare that an emergency exists in all or part of a community. He/She may make such orders as considered necessary and are not contrary to law to carry out the emergency plan of the community and to protect the health, safety, welfare, and property of the residents of the emergency area.

3. AIM

The aim of the Kettle and Stony Point Emergency Plan is to outline a plan of action for the efficient deployment, and co-ordination of the First Nation's services, agencies and personnel to provide the earliest possible response in order to:

- (a) protect and preserve life and property;
- (b) assist the First Nation to minimize the effects of the emergency
- (c) restore essential services

The most likely emergencies that potentially could occur in Kettle or Stony Point are:

- Blackout
- Blizzard
- Flood
- Drought
- Hazardous Material Spills (Chemical Valley)
- Infectious Disease
- Storms
- Tornadoes
- Transportation Accident
- Severe Cold/Hot Weather
- Act of Terrorism

- Liaison staff from Provincial ministries
- Any other officials, experts as deemed necessary

See Appendix C for specific duties of CCG members

BUSINESS/OPERATIONS CYCLE

The Band Manager will designate **support staff** to record the minutes and exact times of all discussions and steps taken throughout the emergency process.

- An important function of every department is to provide timely information for the benefit of the decision making process. Members of the CCG will gather at regular intervals to inform each other of actions taken and problems encountered.
- The Chief or Acting Chief will establish the frequency of meetings and agenda items and chair the meetings.
- Meetings will be kept as brief as possible, thus allowing members to carry out their individual responsibilities.
- The Band Manager's designated support staff will maintain status board and maps which will be prominently displayed and kept up to date.

7. **EMERGENCY OPERATIONS CENTER (EOC)**

a) **Introduction**

In the event of an emergency, an Emergency Operations Centre (EOC) will be established. The Community Control Group, the Support and Advisory Staff and other groups will congregate and work together at the Emergency Operations Centre to make decisions, share information and provide support as required to mitigate the effects of the emergency. The Chief is responsible for the co-ordination of **all** operations within the Emergency Operations Centre.

b) **The Emergency Operations Centre will consist of:**

- Meeting room for the Community Control Group
- Communications room
- Room for the Public Health and Social Services Support Groups
- Rooms for support and advisory staff and other groups as required
- Media Information Centre and Press Conferences Area (Note that news media activities should be kept separate from the EOC, so that they do not interfere with operations.)

c) **Location**

The primary location of the Emergency Operations Centre will be the Kettle and Stony Point Health Centre. The Anishnabek Police Station is designated as a secondary EOC.

d) **Community Control Group Meeting Room**

The Community Control Group requires a secure and quiet meeting room adjacent to the Communication Room. For an effective emergency meeting, this room requires:

- a map depicting up-to-date information related to the emergency

- maintenance of a situation or status board
- maintenance of a map or maps containing vital information relative to the Emergency

2. REQUEST FOR ASSISTANCE

When the resources of the First Nation are deemed insufficient to control the emergency, the Chief may request assistance from neighbouring municipalities.

Assistance may be requested from the Province of Ontario at anytime whether an emergency has been declared or not, without any loss of control or authority. Such a request can be made by contacting the Emergency Management Ontario (EMO) Duty Officer at 1-866-314-0472.

In the event of an emergency, EMO will assist the community in any way it can. For example, it can coordinate the assistance from a number of other provincial agencies and the federal government. EMO is also prepared to send a Field Officer or a Provincial Liaison Team to provide advice and assistance.

a) Requesting Assistance from the County of Lambton

The County of Lambton has a substantial emergency assistance capability in terms of equipment and manpower, and will provide assistance to local municipalities in the event of an emergency. The County Emergency Control Group (CECG) is listed in the plan under Appendix D.

The County of Lambton will provide assistance based on the needs of the community. This may range from providing one piece of equipment to dealing with a large scale, long-term emergency. Assistance may be requested in the following ways:

- Informal Assistance

If the need for assistance is relatively small, the Community may contact the appropriate member of the County's Emergency Control Group directly to obtain the assistance required. This County Emergency Control Group member will assess the situation to determine if the response can be met without authorization from the rest of the county's Emergency Control Group.

- County Emergency Response

If there is clearly a need for County assistance on a larger scale, it may be necessary to assemble the County Emergency Control Group. This assistance can be requested at any time in one of two ways:

- The community may contact any member of the County ECG. The County ECG member will then initiate the callout of the rest of the group. Because of the scale of the response and the involvement of more than one department, this type of emergency response will require coordinated decision-making. It may also involve a larger financial expenditure on the part of the county, requiring the involvement of the Warden, and would therefore require a formal declaration of an emergency in order to ensure that a request for provincial compensation could be made at a later date.
- The Community may contact the Duty Officer at the Petrolia Detachment of the Ontario Provincial Police. The Duty officer will then initiate the callout of the County Emergency Control Group.

- Joint Community / Town Emergency

During larger scale emergencies, which may affect more than one municipality, it may be necessary to integrate members of local and County Emergency Control Groups to provide a coordinated response to the emergency. As such, this plan authorizes the formation of joint Community Control Groups which may include representatives of other municipalities and the County of Lambton.

APPENDIX A

HAZARD IDENTIFICATION AND RISK ASSESSMENT (HIRA)

**Kettle and Stony Point Health Services
HAZARD REPORT FORM**

Date: / /

Name of person who identified the hazard _____

Source (please tick)

- Inspection Committee Pre Start Check Observation Incident

Supervisor Name _____

Site _____ Work Area/Machine _____

Description of Hazard (attach photograph if possible)

Risk Rating Nomogram Score:

Initial Corrective Action

Follow up required Yes No Date follow up required: / /

Follow up action required

Person responsible for follow up action _____

APPENDIX B

COMMUNITY CONTROL GROUP – MEMBER CONTACT INFORMATION

- Tom Bressette - Chief of Kettle & Stony Point First Nations
- 1-519-786- 4046 Home
- 1-519-786-2125 Work

- Lorraine George - Band Manager
- 1-519-786-6219 Home
- 1-519-786-2125 Work

- Murray Bressette - Police Sergeant
- 1-519-786-3015 Home
- 1-519-786-5445 APS

- Len Cloud - Fire Chief
- 1-519-786-4127

- Dianne George - Health Director
- 1-519-786-5647 Work
- 1-519-381-1236 Cell

- Mark Monkhouse - PUC Dept Manager
- 1-519-786-4552 Roads
- 1-519-786-2835 Sewage
- 1-519-786-2575 Water

- Eva Bressette - Senior Children's Services Representative
- 1-519-786-6680 Work

- Kathy Hampshire - Hillside School Principal
- 1-519-786-6903 Work
- Home:

- Julie George - Mental Health & Addictions Crisis Response Team
- 1-519-786-6588 Work

INDIVIDUAL COMMUNITY CONTROL GROUP MEMBER RESPONSIBILITIES

APPENDIX C - 1

Chief or Acting Chief:

- Ensuring the Community Control Group is notified.
- Directing and controlling emergency operations.
- Upon consultation with the CCG, declaring that an emergency situation exists.
- Terminating an emergency situation. The Premier of Ontario may also terminate.
- Ensuring that an emergency declaration, and later a termination, on community letterhead are faxed to the Emergency Management Ontario Duty Officer at (416) 314-0474
- Chairing meetings of the CCG.
- Issuing an order to evacuate any part or all of the community.
- Ensuring the members of Council are advised of the declaration and termination of an emergency and are kept informed of the situation.
- Requesting or approving mutual aid assistance from/for other First Nation communities, other municipalities, provincial or federal government agencies.
- Approving in conjunction with the Band Manager and the Emergency Site Coordinator, major announcements and media releases prepared by the Public Information Coordinator, in consultation with the CCG.
- The provision of record keeping. This is a must in order to file a claim with the federal government (AANDC) to recoup any or all of the expenses incurred during an emergency.
- Participating in the debriefing with the CCG following the termination of the emergency. Depending on the nature of the emergency, the debriefing should take place no more than 2 to 3 weeks after the event.

APPENDIX C - 3

Senior Fire Representative:

- Ensuring the CCG is notified.
- Providing the CCG with information and advice on fire fighting and rescue matters.
- Establishing an ongoing telecommunications link with the senior fire official at the scene of the emergency.
- Informing the Mutual Aid Fire Coordinators and/or initiating mutual aid arrangements for the provision of additional firefighting manpower and equipment, if necessary.
- Determining if additional or special equipment is needed and recommending possible sources of supply. i.e breathing apparatus, protective clothing.
- Providing assistance to other community departments and agencies and being prepared to take charge of or contribute to non-fire fighting operations if necessary i.e. rescue, first aid, casualty collection, evacuation.
- Providing an ESM, as required.
- Participating in the debriefing, following the termination of the emergency.

APPENDIX C - 5

Health Director

- Ensuring the CCG is notified.
- Acting as a coordinating link for all emergency health services with the CCG.
- Liaison with the Ontario Ministry of Health and Long-Term Care, Public Health Branch and Health Canada as appropriate.
- Liaison with the Ambulance service.
- Providing advice on any matters which may adversely affect public health.
- Providing authoritative instructions on health and safety matters to the public through the Public Information Coordinator.
- Coordinating the response to disease related emergencies or anticipated emergencies such as epidemics, according to Ministry of Health and Long-Term Care policies.
- Ensuring liaison with voluntary agencies, as required, for augmenting and coordinating public health resources.
- Liaising on a regular basis with the Water Treatment Facilitator regarding the need for potable water supplies and sanitation facilities and ensuring these needs are met.
- Liaising with the Evacuation Coordinator on areas of mutual concern regarding operations in evacuee centers.
- Participating in the debriefing, following the termination of the emergency.

APPENDIX C - 7

Public Works Department:

- Ensuring the CCG is notified.
- Clearing away hazards, including fallen branches and trees. Contacting the local hydro department to fix downed power lines.
- Providing alternate water/sewage services.
- Providing vehicles and heavy and light equipment as required.
- Marking out disaster area(s) with emergency flashers, barricades, etc.
- Clearing emergency routes as designated by police.
- Declaring the safety of buildings and demolishing unsafe structures and preventing entry to or use of any unsafe structures.
- Closing roads when in their opinion a threat to public safety exists.
- Maintaining water for firefighting purposes and ensuring potable water and sanitation needs are met in consultation with the Public Health Representative.
- Maintaining an up-to-date inventory of supplies and equipment which may be required, together with sources of supply (include 24 hr. telephone numbers).
- Acting as the lead agency in any flooding incidents, i.e. sandbagging, emergency pumping and providing an Emergency Site Manager as required.
- Participating in the debriefing, following the termination of the emergency.

APPENDIX C - 9

Emergency Management Coordinator:*

- Ensuring the CCG is notified.
- Prior to an emergency, coordinating and maintaining the community emergency plan, including the resources directory.
- Monitoring and passing on information regarding real or potential emergencies (such as floods, forest fires, severe weather, etc.).
- Liaison with provincial ministries and agencies to obtain up-to-date information on the emergency situation.
- Recommending to the Chief, Council and the CCG how the Chippewas of Kettle and Stony Point First Nation should respond to an emergency as appropriate.
- On an on-going basis, responsible for developing testing measures, monitoring and maintaining the emergency response plan.
- Participating in the debriefing, following the termination of the emergency.

Currently, Kettle and Stony Point does not have an Emergency Management Coordinator and these tasks would fall to the **Band Manager** or his/her designate.

APPENDIX C - 10

Support and Advisory Staff

Ambulances:

- All ambulance service in the community is centrally dispatched from Wallaceburg. Upon arrival at the disaster site, the ambulance service will implement its disaster plan. Normally, calls for ambulance service will be made by fire, police and hospitals only. If required, hospitals will dispatch medical/paramedic teams and the teams will be responsible for triage of the injured.

Telecommunications Officer:

- Will be responsible for initiating necessary action to ensure that telephone systems at the Emergency Operations Center function as effectively as possible, as the situation dictates; ensuring that the emergency telecommunications center is properly equipped and staffed, and working to correct any problems which may arise; maintaining an inventory of community telecommunications systems; and making arrangements to acquire additional telecommunications resources during an emergency.

Transportation Coordinator:

- Will be responsible for coordinating the acquisition, distribution and scheduling of various modes of transport for the purpose of transporting persons and/or supplies as required.

APPENDIX D

LAMBTON COUNTY COMMUNITY CONTROL GROUP

Contact:

Mark Wetering

Emergency Management Coordinator

County of Lambton

Telephone: 519 845-0809 ext. 332

email: mark.wetering@county-lambton.on.ca

APPENDIX E

Volunteer Plan - Continued

- g. Volunteers may be used for one or more of the following tasks:
 - 1. Transportation
 - 2. Registration and Inquiry Duties
 - 3. Sandbagging and other physical work
 - 4. Notifying Residents
 - 5. Security at Barricade / Evacuation Center Locations and/or setting up of Barricades
 - 6. Rescue Operations as Directed
 - 7. Medical Assistance
 - 8. Cleaning and cooking as required
 - 9. Other duties as required
- h. Volunteer equipment and Vehicles may also be used as directed by the EOC or a Site Manager
- i. Volunteers do not have the authority to order supplies, equipment, or any goods on behalf of the community. Any requirements for these items shall be directed to the coordinator or supervisor at the location of volunteer assignment or the Emergency Operations Center who will then place the necessary orders.
- j. Volunteers must be fully qualified to operate any machinery and/or equipment and must state so at the time of registry.

APPENDIX G

Plan Maintenance And Revision

The Emergency Management Coordinator and the Community Control Group will ensure that this plan is reviewed twice annually and, where necessary, major revisions will be forwarded to Council for approval. Revisions to the annexes and minor administrative changes can be made without submitting the plan to Council.

It is the responsibility of each person, agency, service, or department named within this emergency plan to notify the Emergency Management Coordinator of any revisions to annexes, or of any administrative changes. It is also a responsibility of each person, agency, service and department named within this plan to prepare their list of volunteers to help out as the situation warrants.

TESTING OF THE PLAN

An annual exercise will be conducted in order to test the overall effectiveness of this emergency plan and provide training to the Community Control Group. Revisions to this plan should incorporate recommendations stemming from such exercises. Tests of the notification system should be conducted on a quarterly basis.

INTERNAL PROCEDURES

Each service involved with this emergency plan will prepare functional emergency procedures or guidelines outlining how it will carry out its specific responsibilities during an emergency, i.e. which department employee will be responsible for what duty, etc. Each service will designate a member of its staff to maintain and revise its own emergency guidelines/procedures.

Resource Directory – Federal Departments

Department	Responsibility	Phone Numbers
Aboriginal Affairs and Northern Development	Consultation, advice and financial support for emergency service given by Ontario. The provision of liaison teams during an emergency. Assistance in selecting suitable staff for emergency preparedness duties. Cost recovery assistance.	1-416-973-6234
OCIPEP (Office of Critical Infrastructure Protection and Emergency Preparedness)	Provision of vacancies at the Canadian Emergency Preparedness College for training for First Nations staff in accordance with arrangements for provincially sponsored candidates. Provision of assistance to the province to settle requests under the terms of the Federal Disaster Financial Arrangements. Advice to Ontario on emergency preparedness matters involving First Nation Communities. Assist Ontario in coordinating emergency response from other federal departments and agencies.	1-416-973-6343

APPENDIX J

RESOURCE DIRECTORY – HOSPITAL/PHARMACIES/CORONERS OFFICE

HOSPITALS

Agency / Service	Phone Number
Lambton Hospitals Group: Sarnia General Hospital (Mitton & Russell Street Sites)	1-519-464-4500
Petrolia Charlotte Eleanor Englehart Hospital	1-519-882-4325
Strathroy Middlesex	1-519-245-1550
Exeter Hospital (South Huron)	1-519-235-2700
London: Children's Hospital	1-519-685-8484
Grace Villa Hospital	1-519-438-7422
London Health services Centre	1-519-685-8500
Parkwood Hospital	1-519-685-4000
St. Joseph's Health Centre	1-519-646-6000

PHARMACIES

Agency / Service	Phone Number
Guardian Drugs (Forest)	1-519-786-5161
IDA Pharmacy	1-519-786-2104

CORONER'S OFFICE

Agency / Service	Phone Number
Chief Coroner (Toronto)	1-416-314-4000
Coroner's Dispatch Office	1-416-314-4100
Regional Coroner's Office (London)	1-519-675-7689

EMERGENCY NUMBERS

Agency / Service	Phone Number
Anishnabek First Nation Police Service	1-519-786-5445 Kettle Point
Ontario Provincial Police Service	1-519-786-2349 Forest Ontario
North Lambton Community Health Centre	1-519-786-2700 Kettle Point 1-519-786-4545 Forest
Arkona Medical Centre	1-519-828-3821 Arkona
Watford Medical Centre	1-519-876-2222 Watford
Marine & Air Search & Rescue	1-800-267-7270
Poison Treatment Centre	1-800-268-9017
People's Telephone	1-519-786-2351 Forest
Fire, Police and Ambulance	911

APPENDIX M

CLOTHING/FOOD SOURCES

Agency / Service	Phone Number
Salvation Army thrift Store (Sarnia)	1-519-344-3781
Goodwill Industries (Sarnia)	1-519-336-1750
St. Vincent De Paul (Forest)	1-519-786-4396
St. Vincent de Paul (Sarnia)	1-519-337-7089

FOOD SOURCES

Agency / Service	Phone Number
Al's Gas Variety	1-519-786-2267
Arbor Acres Variety	1-519-786-6350
Beechwood Fruit Farm	1-519-786-2276
Forest Hill Orchards	1-519-899-2595
Forest IGA Supermarket	1-519-786-2321
Hyde's Fruit Farm	1-519-786-5960
Inn of the Good Shepherd	1-519-344-1777
Godfather Pizza & Subs	1-519-786-5755
George's Gas Variety	1-519-786-6009
Kentucky Fried Chicken	1-519-786-2145
King's 21 Family Restaurant	1-519-786-2418
Kool Kat's Pizza	1-519-786-5287
Lambton Meat Products (Wyoming)	1-519-845-3358
March Fruit Farms	1-519-828-3695
Meadows Poultry Ltd.	1-519-828-3461
Point's Preference Supermarket	1-519-786-5956
Rock Glen Orchards	1-519-828-3074
Roder Turkey Farms Ltd. (Arkona)	1-519-828-3335
Sweetgrass & Sage Restaurant	1-519-786-4273
Theford Food Town	1-519-296-4939
Tim Horton's	1-519-786-4100
Warwick Orchards	1-519-849-6730

APPENDIX O**MEDIA**

Agency / Service	Phone Number	Fax Number
CHOK 1070	1-519-542-5500	1-519-542-1520
News Line	1-519-541-2465	
Listener Line	1-519-464-1070	
The Eagle 107.7 FM	1-519-786-3883	1-519-786-2834
CKCO TV	1-800-265-8950	1-519-743-0730
News Line (After Hours)	1-519-741-4401	
Fox FM 99.9 / CKTY	1-519-542-5500	1-519-542-1520
News Line	1-519-541-6397	
Global Television	1-800-387-8001	
K 106.3 FM	1-519-542-5500	1-519-542-1520
News Line	1-519-541-6397	
London Free Press	1-519-679-6666	1-519-667-4528
News Room (After 5 pm)	1-519-667-4611	
The New PL	1-800-668-7754	
The Observer (Sarnia)	1-519-344-3641	
Rogers Cable Systems	1-519-646-3300	
Technical Assistance	1-519-672-7150	
Community Television	1-519-675-1313	

APPENDIX Q

TRAFFIC EMERGENCY TELEPHONE NUMBERS

Agency / Service	Phone Numbers
Air Canada Inc: Sarnia London	1-800-268-7240 1-519-433-2311
Air London	1-519-453-1222
Air Ontario: Arrivals / Departures (Sarnia)	1-519-542-5521
Canadian Coast Guard Search & Rescue Marine Pollution Marine Safety & Hazards	Contact? 1-800-267-7270 Toll-free: 1-800-265-0237 (24 hours) 519-336-4003 Fax: 519-336-0229
Canadian National Railway (CN) Tower Yardmaster Manager Train Service	1-519-339-1223 1-519-339-1221
Chris Hadfield Airport (Sarnia)	1-519-542-7767
Chemical Accidents Canutec (Call Collect) Spills action Centre Transportation Emergency Assistance Plan (TEAP)	1-613-996-6666 1-800-268-6060 1-519-339-3711 or 1-613-237-6215
Environmental Spill Reporting (24 hours)	1-800-268-6060
Marine and Air, Search and Rescue	1-800-276-7270
Ministry of the Environment (Sarnia)	1-519-336-4030
VIA Rail	1-888-842-7245

Equipment List (2009)

1. Hand Held Radios – Eight hand held radios were purchased last year from Thames Communications for the ERP Community Control Group. They are stored in a cabinet in the Vernon Room at the Health Centre. If we need the radios, **Channel 1 is for use by the CCG**, Channel 2 is for contact with the Fire Department (they received radios this year, via JEPP).
2. Identification Vests – There are a number of yellow and blue CCG identification vests in the Vernon Room cupboard
3. The cots (60 of them) have been moved to the Gym at hillside, along with 60 chairs. Some tables are being stored there as well.
4. The stretcher/litter sent by MSB a few years back is in the Health Centre basement (to the right of the door at the very end of the hallway)

- move to the centre area of the building you are inhabiting to minimize the impact of the emergency
- after the toxic cloud had passed and the outside air is safe increase the ventilation rate of the building immediately

COORDINATION OF ACTIVITIES

Coordination of evacuation/shelter will be handled by the CEC. The FSWs will ensure residents are taken to safety with minimum delays.
 The CEC and FSWs are to attend with the evacuees to receiving community. They are to ensure that the evacuees are registered and also attend to their needs.
 The CEC will keep communication open to EOC on anything pertaining to the evacuation.

DETERMINING THE ORDER OF EVACUATION (Note-Not sure what CEC or FSWs are in reference to)

The CEC and FSWs will obtain a list of priority clients for evacuation from the CHR or Dilico CHN

ALERTING THE PUBLIC

The ERC and Police are responsible for alerting the public in the event of an evacuation by sirens, phone calling, door to door delivery or loud speaker
 Information must be accurate, concise and clear
 Tell the community of meeting places and what to take with them in the event of an evacuation

TRANSPORTATION CONSIDERATIONS

Primary routes
 Secondary routes
 Modes of transportation