

**The Corporation of the Township of Ignace
Special Meeting of Council
Saturday, December 19, 2020 at 10 am
Ignace Public Library – Council Chambers
AGENDA**

Public notice is hereby given that Council will be meeting electronically as permitted by Bill 187, Municipal Emergency Act, 2020. Citizens are encouraged to attend the virtual meeting via the following link:

<https://zoom.us/j/99917035175>

Passcode: 617432

- 1. Call to Order**
- 2. Agenda**
 - a. Confirmation of Agenda

Motion #: 401/2020

Moved by: _____ Seconded by: _____

That, Council for the Corporation of the Township of Ignace does hereby approve the agenda for this Special Meeting of Council this 19th day of December 2020, as presented.

- 3. Declarations of Pecuniary Interest and the General Nature Thereof**
- 4. Appointment of Community Emergency Information Officer**

Motion #: 402/2020

Moved by: _____ Seconded by: _____

That, the Council for the Corporation of the Township of Ignace does hereby approve By-Law#: 70/2020, being a bylaw to appoint a Community Emergency Information Officer for the Township of Ignace, this 19th day of December 2020.

**The Corporation of the Township of Ignace
Special Meeting of Council
Saturday, December 19, 2020 at 10 am
Ignace Public Library – Council Chambers
AGENDA**

Public notice is hereby given that Council will be meeting electronically as permitted by Bill 187, Municipal Emergency Act, 2020. Citizens are encouraged to attend the virtual meeting via the following link:

<https://zoom.us/j/99917035175>

Passcode: 617432

- 1. Call to Order**
- 2. Agenda**
 - a. Confirmation of Agenda

Motion #: 401/2020

Moved by: _____ Seconded by: _____

That, Council for the Corporation of the Township of Ignace does hereby approve the agenda for this Special Meeting of Council this 19th day of December 2020, as presented.

- 3. Declarations of Pecuniary Interest and the General Nature Thereof**
- 4. Appointment of Community Emergency Information Officer**

Motion #: 402/2020

Moved by: _____ Seconded by: _____

That, the Council for the Corporation of the Township of Ignace does hereby approve By-Law#: 70/2020, being a bylaw to appoint a Community Emergency Information Officer for the Township of Ignace, this 19th day of December 2020.

5. Appointment of the Emergency Management Program Committee

Motion #: 403/2020

Moved by: _____ **Seconded by:** _____

That, the Council for the Corporation of the Township of Ignace does hereby approve By-Law #71/2020, being a by-law to amend the Emergency Management Program Committee for the Township as per the Emergency Management and Civil Protection Act, R.S.O 1990, this 19th day of December 2020.

6. Township of Ignace - Emergency Response Plan

Motion #:404/2020

Moved by: _____ **Seconded by:** _____

That, the Council for the Corporation of the Township of Ignace does hereby approve By-Law # 72/2020, being a By-Law to adopt an Emergency Response Plan for the Protection of Public Safety, Health, the Environment, Critical Infrastructure and Property and to promote Economic Stability and a Disaster Resilient Community.

7. Correspondence:

- a. **Northwestern Ontario Innovation Centre**
- b. **Northwestern Health Unit – Letter to the Editor of the Kenora Miner and News submitted December 8,2020**

Motion # 405/2020

Moved by: _____ **Seconded by:** _____

THAT, Council for the Corporation of the Township of Ignace does hereby accept the above noted correspondence for information purposes, dated this 19th day of December 2020.

8. Mary Berglund Community Health Centre Hub – Cross Country Skiing

Motion # 406/2020

Moved by: _____ **Seconded by:** _____

THAT, Council for the Corporation of the Township of Ignace does hereby approve the request from the MBCHCH for the usage of the golf cart paths at the Ignace Golf and Country Club (World Hub) to establish cross country ski trails for the 2020/2021 season, this 19th day of December 2020.

9. Ignace Designated as Age Friendly Community

Motion # 407/2020

Moved by: _____ **Seconded by:** _____

THAT, Council for the Corporation of the Township of Ignace does hereby designate the Township of Ignace as an Age Friendly Community, this 19th day of December 2020.

10. Ignace Silver Tops – Ignace Community Well Being Fund Request

Motion # 408/2020

Moved by: _____ **Seconded by:** _____

THAT, Council for the Corporation of the Township of Ignace does hereby approve the donation of \$16,000.00 dollars from the Community Well Being Fund to the Ignace Silver Tops to introduce virtual learning opportunities to all residents and particularly seniors willing to participate, this 19th day of December 2020.

11. Motion to Convene into Closed Session

Motion # 409/2020

Moved by: _____ **Seconded by:** _____

THAT, Council convenes into the Closed Session of the Special Meeting of Council this 19th day of December, 2020, chaired by Mayor Penny Lucas, at _____ am.

Closed Session Matters

(Pursuant to Section 239(2) (b) of the Municipal Act:

- i. Personal Matter about an identifiable individual, including municipal or local board employees
 - a. Letter of Resignation
 - b. Management Overtime

12. Reconvene into Special Meeting of Council

Motion # 410/2020

Moved by: _____ Seconded by: _____

THAT, Council reconvenes into the Special Meeting of Council this 19th day of December, 2020, chaired by Mayor Penny Lucas, at _____ am/pm.

13. Items from Closed Session

14. By-Laws

15. Confirmatory By-Law

Motion # 412/2020

Moved by: _____ Seconded by: _____

THAT, By-Law # 73/2020, Being a By-Law to Confirm the Proceedings of The Council of The Corporation of The Township of Ignace (December 19,2020, Special Meeting of Council) be read a First, Second and Third Time, and Passed.

16. Adjournment

Motion # 413/2020

Moved by: _____ Seconded by: _____

THAT, the Special Meeting of Council this 19th day of December, 2020, be adjourned at _____ pm.



TOWNSHIP OF IGNACE

EMERGENCY RESPONSE PLAN

REVISED AND AMENDED

- ✦ November 2020**
- ✦ FIRE CHIEF, CLERK AND FIRE CLERK**

PART I

INTRODUCTION

- **Table of Contents**
- **Distribution List**
- **Amending Procedures**
- **Amendments**

TABLE OF CONTENTS

PART I - Introduction

Table of Contents	2-5
Distribution List	6
Amending Procedures	7
Role - Community Emergency Management Coordinator	7
Responsibilities - Community Emergency Management Coordinator	8-10
Record of Amendments	11-12

PART II - Emergency Response Plan

Foreword	14
Aim	15
Requests for Assistance	15
Composition of Emergency Operations Control Group	16-17
Notification System	18
Response Cycle	18
Responsibilities - Emergency Operations Control Group	19-20
Declaring an Emergency	21
Termination of an Emergency	22
Support Groups	23
Duties Emergency Operations Control Group	24-35
Maintenance of Detailed Logs	35
Plan Maintenance and Revision	36

PART III - Emergency Reception Plan	37
Aim	38
Implementation	38
Tasks	38
Standing Operations Procedure	39-43

TABLE OF CONTENTS *Continued*

PART IV - Accidents Involving Hazardous Materials	44
Accidents Involving Hazardous Materials	45
Action by Fire Department	45-46
Action by Ontario Provincial Police	46-47
Procedures - Radioactive Material	48-49
Radio Broadcast Message (sample)	49-50
<hr/>	
PART V - Evacuation Plan	51
Aim	52
General Procedures	52
Implementation	52
Threat	53
Warning	53
Tasks	53
Sequence of Evacuation Procedures	55
Transportation	55
Reception	55
Termination of Emergency	55
Public Information Guide	56
Hazardous/Dangerous Goods Emergency Procedures	57-58
Forest Fire Emergency	59
Door to Door Notification System	60
Evacuation Family Form	61
<hr/>	
PART VI - Confidential Appendices A - C	62-65
Appendix A - Emergency Personnel	62
Appendix B - Operations Control Group	63-65
Appendix C - Key Contacts	66-67

TABLE OF CONTENTS *Continued*

PART VII - Confidential Appendices	
Services Telephone & Inventory Directory	68
Aircraft	69
Airports	69
Air Quality & Hazardous Gas Detection	70
Auxiliary Lighting	70
Ambulances	70
Bus Services	71
Caterers	71
Churches & Clergy	72
Mayors & Clerks	72-73
Local Fire Department	74
Area Fire Departments	75
Fuel	76
Funeral Homes	76
Heavy Equipment	77-78
Hospitals	78-79
Hotels & Motels	79
Meteorological Office	80
Ministries	80-81
Newspapers	81
Police Departments	81
Radio Stations	82
Red Cross	82
Restaurants	82-83
Service Clubs	83
Schools	83
Snowmobile Club	83
Stores	83-84
Table & Chair Rentals	84
Taxi Service	84
Toilets (portable)	84
T.V. Stations	85

TABLE OF CONTENTS *Continued*

Water and Sewer Treatment	86
Welding Services	86
Ignace Community Services Directory	87-89

PART VIII - RESOURCES

Declaration of Emergency - Checklist	
Declaration of an Emergency - Sample Template	
Termination of an Emergency - Sample Template	
211 Municipal Protocol Agreement	
Tracking, Recording and Reporting Tools	
By-Laws	

DISTRIBUTION LIST Township of Ignace

Mayor – Penny Lucas
Councillor - Debbie Hart
Councillor – Chantelle Tucker
Councillor – Shaun Defeo
Councillor - Greg Waldock
Clerk – Lynda Colby
Dryden Fire Management Headquarters - Paul Chandler
Emergency Management Coordinator - Robert Berube
Emergency Management Coordinator Alternate - Sean DeTracey
Municipal Office (10 copies)
Operations Department - (2 copies)
Fire Chief - Robert Berube
Deputy Chief - Sean DeTracey
Fire Clerk - Barbara Woolner
Hydro One Networks Inc.
Ignace Ambulance - Janet Griffiths
Ontario Provincial Police – Ed Chawstyk
Kenora District Service Board - Sara Stevenson
Mary Berglund Community Health Centre Hub - Heidi West
Northern Waterworks Inc. - Barry Mantle
Northwestern Health Unit - Twyla Berube
Ignace School – Adele Marth
École Immaculée-Conception - Patricia Brusset
Ministry of Natural Resources & Forestry – Kelvin Davenport
Ministry of Transportation - Glenn Moore
Telecommunications Coordinator - Wally Davenport
Canadian Pacific Railway - John Taddeo
TransCanada Pipelines - Steve Loney, Indigenous & Community Relations Liaison
Resolute Forest Products Ignace Sawmill - Robert Halverson
Emergency Management Ontario - Sharon Bak
City of Dryden - Clerk
Town of Sioux Lookout - Clerk
Town of Pickle Lake - Clerk
Town of Wabigoon -Clerk
Town of Upsala - Clerk
Union Gas

EMERGENCY RESPONSE PLAN

AMENDING PROCEDURES

It is inevitable that through the normal course of events, changes will occur in methods of operation, responsibilities, titles, telephone numbers, etc.

It is also possible that some agencies and/or individuals may not fully agree with some of the functions assigned in this emergency plan.

To ensure the emergency plan remains current and credible, any amendments or suggestions for change are to be forwarded in writing to:

Robert Berube,
Community Emergency Management Coordinator
c/o Township of Ignace
P.O. Box 248
Ignace, Ontario
P0T 1T0

Role of Community Emergency Management Coordinator

The CEMC is responsible and accountable for the development and implementation of Ignace's Emergency Management Program in accordance with the standards set out in the Framework for Community Emergency Management Programs.

Responsibilities of Ignace Community Emergency Management Coordinator

Successfully complete all training as required by Emergency Management Ontario and maintain familiarity at all times with current standards and legislated community accountabilities, ensuring that senior management and elected officials are aware of the latter.

Identify Emergency Management Program financial and resource requirements and prepare, or assist in the preparation of, an annual Emergency Program budget submission to the Township Clerk for Council's review and approval.

Form an Emergency Management Program Committee to provide strategic oversight and direction to the Emergency Management program. The Emergency Management Program Committee will consist of the following:

- Clerk or Representative
- Fire Chief or Representative
- Fire Clerk
- Treasurer or Alternate
- Communication Specialist

In conjunction with the Committee:

- Conduct the community's Hazard Identification and Risk Assessment (HIRA) process and Critical Infrastructure Assessments.
- Review the Emergency Management Program annually.
- Prepare and obtain EMO review of a Community Emergency Response Plan.

Community Emergency Management Coordinator *continued*:

- Ensure the designation and development of an appropriate Community Emergency Operations Centre.
- Conduct the Critical Infrastructure Identification Process.
- Document the existing Community Emergency Response capability and identify and attempt to address any additional needs.
- Conduct annual training (HR Downloads) for the members of the Community Control Group and Emergency Operations Centre staff.
- Conduct an annual exercise to evaluate the Community Emergency Response Plan.
- Identify individuals to act as Community Emergency Information staff.
- Develop and implement a Community Emergency Management Public Awareness Program.
- Conduct an annual review of the Community Emergency Management Program.
- Provide emergency management expertise and administrative support to the Community Control Group during an emergency.
- Maintain the response plan to ensure it is up-to-date and accurately reflects the Community Risk Assessment and Emergency Management Program priorities.
- Liaise with the sector EMO Community Officer at all times to ensure that the Community Emergency Program maintains the legislated standards and to request Provincial support or assistance if necessary.

Community Emergency Management /Coordinator *continued*:

- Monitor the community's level of mandated emergency program achievements and process the required verification documents for review and submission to EMO by the Clerk or Head of Council.
- If desired, provide EMO-approved Basic Emergency Management courses to any municipal staff or others within the community who may benefit from such training.
- Such other tasks as may be assigned.

**EMERGENCY RESPONSE PLAN
RECORD OF AMENDMENTS**

<u>Section</u>	<u>Page #</u>	<u>Entered By</u>	<u>Date</u>
Entire Plan	1-89	L. Colby	Dec 2020
Entire Plan	1-89	M. Reader	Dec 2018
Record of Amendments	11, 12	M. Reader	Dec 2017
Part II - Emergency Response	24, 27, 28	M. Reader	Dec 2017
Appendices A-C	61,62,63,64	M. Reader	Dec 2017
Directory - Appendix D	71, 86, 87	M. Reader	Dec 2017
Part II - Emergency Response	15, 23-34	C. Gascon	Dec 2016
Appendix B	61-63	C. Gascon	Dec 2016
Distribution List	6	C. Gascon	Dec 2016
Part 1 - Introduction	7, 8,9,10	C. Gascon	Dec 2016
Record of Amendments	11	C. Gascon	Dec 2016
Part II - Emergency Response	13,14,15,17 18,20,21,22, 23,24,25,26 27, 28,29,30,31 32,33,34,35	C. Gascon	Dec 2016
Part III - Emergency Reception	37, 39, 40	C. Gascon	Dec 2016
Part IV - Accidents	43,44,45,47	C. Gascon	Dec 2016
Part V - Evacuation Plan	50,51,52,53	C. Gascon	Dec 2016
Part VI - Confidential			
Appendices A-C	60, 61, 62,63,64,65	C. Gascon	Dec 2016
Part VII - Confidential	66, 67,68, 69, 70	C. Gascon	Dec 2016
Directory - Appendix D	71, 72,73,75,76 77, 78,79,80,81 82, 83,84,85,86	C. Gascon C. Gascon C. Gascon	Dec 2016 Dec 2016 Dec 2016
Titles of Township Personnel	6, 8, 11, 15, 22 24, 26, 28, 31, 36 37, 50, 51, 56, 57, 66	S. Morin	Sept 2013
Part VI Confidential	57, 58, 59,	S. Morin &	Sept 2013

Appendices A – C	60, 61, 62	B. Woolner	
Part VII Directory	63, 66, 67, 68	S. Morin &	Sept 2013
	69, 70, 71, 72, 73	B. Woolner	
	74, 75, 76, 77, 78		
	79, 80, 81		
Community Directory	82, 83	B. Woolner	Sept 2013
<hr/>			
Part IIV Page #'s	4	B. Woolner	Jan 2011
Distribution List	6	S. Morin	Jan 2011
Record of Amendments	11	S. Morin &	Jan 2011
		B. Woolner	
Part VII Confidential	69, 70	B. Woolner	Jan 2011
Agency Names & #'s	56, 57, 58, 59	S. Morin	Jan 2011
	61		

PART II

EMERGENCY RESPONSE PLAN

- **Foreword**
- **Aim**
- **Composition of Emergency Operations Control Group**
- **Responsibilities**
- **Declaring an Emergency**
- **Provincial / Federal Assistance**
- **Notification System**
- **Resource Group**
- **Standing Operations Procedure**
- **Duties of Emergency Operations Control Group**
- **Plan Maintenance & Revision**
- **Evacuation Procedures**
- **Aim**
- **Implementation**
- **Threat**
- **Warning**
- **Tasks**
- **Sequence of Evacuation Procedures**
- **Transportation**
- **Reception**
- **Cancellation of an Emergency**

FOREWORD

This plan has been prepared to provide key officials, agencies and departments within the Township of Ignace with a general guideline to the initial response to an emergency and an overview of their responsibilities during an emergency.

For this plan to be effective, it is important that all concerned be made aware of its provisions and that every official, agency and department be prepared to carry out their assigned functions and responsibilities in an emergency.

The *Emergency Management and Civil Protection Act, 1990* is the legal authority for this plan. Section 4 (1) states that the head of Council may declare that an emergency exists in the municipality or in any part thereof and may take action and may make such orders as he considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.”

Emergencies are defined as situations or the threat of impending situations abnormally affecting property and the health, safety and welfare of the community, which by their nature or magnitude require a co-ordinated response by a number of agencies under the direction of the Emergency Operations Control Group (EOCG). These are distinct from the normal, day-to-day operations carried out by the first response agencies, (i.e.: firefighting, police, or ambulance).

While many emergencies could occur within the Township of Ignace, those most likely to occur are: forest fires, floods, tornadoes, blizzards, transportation accidents involving hazardous materials, air or rail crashes, toxic or flammable gas leaks, electrical power blackouts, building or structural collapse, uncontrollable fires, explosions, or any combination thereof.

AIM

The aim of this plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the property, health, safety and welfare of the inhabitants of the Township of Ignace when faced with an emergency such as a forest fire, severe power outage, hazardous waste spill.

REQUESTS FOR ASSISTANCE

To Report Emergencies/Request Provincial Assistance, Contact the Emergency Management Ontario Duty Officer (24/7) at:

Telephone: (416) 314-0472/0473 or Toll Free: 1-866-314-0472

General Fax: (416) 314-6220

Emergency Fax: (416) 314-0474

Emergency Management Ontario
25 Morton Shulman Ave.
TORONTO ON M3M 0B1

Email: peocdool@ontario.ca

Website: English - www.emergencymanagementontario.ca

French - www.gestiondurgenceontario.ca

COMPOSITION OF THE EMERGENCY OPERATIONS CONTROL GROUP

All emergency operations will be directed and controlled by a group of officials responsible for providing the essential services needed to minimize the effects of the emergency.

This is known as the Emergency Operations Control Group (EOCG) and is made up of the following:

1. Mayor or alternate
2. Clerk or Alternate (Operations Officer)
3. Fire Chief or Alternate
4. Operations Supervisor or Alternate
5. Community Emergency Information Officer (PIO)
6. Communication Specialist

Additional personnel called or added to the Emergency Operations Control Group may include:

1. Ontario Provincial Police (OPP)
2. Mary Berglund Community Health Centre Hub or Alternate
3. North West EMS (Ambulance)
4. 211 Ontario North
5. Social Services (Ontario Works)
6. Northwestern Health Unit
7. Telecommunications Co-ordinator
8. Ministry of Transportation
9. Liaison staff from the Provincial Ministries
10. C.P. Rail
11. Ministry of Natural Resources and Forestry
12. Hydro One Networks Inc.
13. Union Gas
14. Trans Canada Pipelines
15. Northern Waterworks Inc.
16. Other officials, experts or representatives deemed necessary by the Emergency Operations Control Group

The Emergency Operations Control Group may function with only a limited number of persons depending upon the emergency. While the Emergency Operations Control Group may not require the presence of all the people listed as members of the Control Group, all members of the Emergency Operations Control Group must be notified. Two attempts should be made to contact EOCG members. The Operations Officer should be advised who was not contacted.

NOTIFICATION SYSTEM

This decision shall be made by any member of the Emergency Operations Control Group who received the initial warning and/or arrives first on the scene of the emergency.

This official will activate the alerting system, in whole or in part, by calling **911 and have the dispatcher notify Ignace Fire Department that "there is an emergency – notify the Emergency Control Group"**. Upon notification, all members of the Emergency Control Group shall proceed to the Emergency Operations Centre (Ignace Library, Multi- Purpose Room, 36 Hwy 17 W).

Response Cycle

During a response, members of the Emergency Operations Control Group will gather at regular intervals to inform each other of actions taken and problems encountered. Frequency of meetings and agenda items will be established by the Operations Officer (Clerk).

EMERGENCY NUMBERS

Fire Department	9-1-1
Ambulance	9-1-1
Doctors – MBCHCH – Daytime Hours	934-2251
O.P.P.	9-1-1
Forest Fires	310 – FIRE (3473)

RESPONSIBILITIES OF THE EMERGENCY OPERATIONS CONTROL GROUP

The **Ignace Library, Multi-Purpose Room** shall be the **Emergency Operations Centre** situated at 36 Main St. Hwy 17. The alternate site shall be the **Mary Berglund Community Health Centre Hub** located at the intersection of Hwy. 599 and Hwy. 17.

The extent of any emergency or potential emergency shall be determined by the Emergency Operations Control Group and the decision as to the need to declare an emergency and what actions are to be taken (i.e. standby personnel, etc.) will be made by this Group.

The responsibilities of the Emergency Operations Control Group are as follows:

- Ensuring that the Emergency Operations Control Group notification system has been activated.
- Co-ordinating and directing their service and ensuring that any actions necessary for the evacuation of buildings or sections within the emergency area are taken, provided that they are considered to be in danger from some other source.
- Ensuring that an Emergency Site Manager is appointed.
- Designating any area in the Municipality as an "Emergency Area" and advising the Mayor.
- Discontinuing the use of any utilities or re-establishing services depending on the circumstances.
- Communication with 211 Ontario North to receive assistance with distributing consistent, credible and pertinent information to the public in anticipation of, during and following an emergency incident. The Community Emergency Information Officer shall be the liaison between the CEMC and 211 Ontario North.

- Arranging for assistance of personnel and equipment of voluntary and other agencies *not* under municipal control as may be required of emergency operations (e.g. Service Clubs, Church groups, Private contractors, etc.).
- Authorizing expenditures of funds for implementing the emergency plan.
- Making arrangements for the accommodation and maintenance on temporary basis of any resident who is in need of assistance due to displacement as a result of the emergency.
- Establishment of an *Information Centre* and ensuring that the Public Information Officer promptly receives the pertinent information regarding the emergency for the issuing of accurate releases to the news media.
- Establishment of a *Registration and Inquiry Centre* to handle individual requests for information concerning all aspects of the emergency.

DECLARING AN EMERGENCY

In the event of an impending emergency, the Emergency Operations Control Group, the Township's employees, resources and the required agencies shall be placed on stand-by until such times as the emergency potential has been eliminated or worsens.

When an emergency exists but has not yet been declared to exist, municipal employees may take such action(s) under this emergency plan as may be required to protect lives and property of community.

If the situation worsens, the Mayor or Alternate in consultation with the other members of the Emergency Operations Control Group may declare that an emergency exists and take such action and make such orders as it considers necessary and are not contrary to law, to implement the emergency response plan of the municipality and to protect property, health, safety and welfare of the inhabitants of the emergency area. The Mayor will notify the Emergency Management Ontario Duty Officer by phone (1-866-314-0472) followed by a signed Declaration by fax (416) 314-6220 or emergency fax (416) 314-0474.

The Mayor shall also immediately notify the following:

- a. the Minister of Community Safety and Correctional Services
- b. all members of Council
- c. neighbouring municipal officials as required
- d. the public
- e. the media

If the implementation of all these actions is insufficient to control the emergency, then assistance may be requested from the Provincial Government. Emergency Management Ontario will arrange assistance from other Ministries at the Provincial Level.

TERMINATION OF AN EMERGENCY

The Mayor or alternate, or Council as a whole, can officially declare the termination of the emergency at any time and, upon so doing, shall immediately notify:

- a. the Minister of Community Safety and Correctional Services
- b. all members of Council
- c. neighbouring municipal officials as required
- d. the public
- e. the media

Notification of termination to the Minister must be done through **Emergency Management Ontario** by calling 1-866-314-0472 followed by a faxed hard copy of the declaration of termination to (416)-314-6220.

SUPPORT GROUPS

If required, a *Support Group* may be formed from members of the public and private agencies having specialist knowledge and advice to give. The group could be drawn from organizations listed in the Interagency Contact List and may be called upon individually or be asked to deliberate and make recommendations collectively (see Page 79).

SUPPORT GROUPS RESPONSIBLE FOR DEVELOPING THEIR OWN EMERGENCY RESPONSE AND ALERTING SYSTEM

- a) Ministry of Natural Resources and Forestry
- b) Hydro One
- c) Bell Canada
- d) Ontario Provincial Police
- e) Fire Department
- f) Keewatin-Patricia District School Board
- g) Ambulance Service (Kenora District Services Board)
- h) Emergency Management Ontario
- i) Northwestern Health Unit
- j) Mary Berglund Community Health Centre Hub
- k) Northern Waterworks Inc.
- l) Union Gas
- m) Trans Canada Pipelines
- n) CP Rail

DUTIES OF INDIVIDUAL EMERGENCY OPERATIONS CONTROL GROUP MEMBERS

Mayor

- a) Declare an emergency to exist in consultation with the Emergency Operations Control Group.
- b) Declare an emergency to be terminated in consultation with the Emergency Operations Control Group.
- c) Notify Emergency Management Ontario of the declaration and the termination of the emergency.
- d) Ensure that Councillors are advised of the declaration and termination of an emergency, and are kept informed of the emergency situation.
- e) Chair meetings of the Emergency Operations Control Group.
- f) Monitor all aspects of the evacuation, in consultation with the Clerk.
- g) Advise Emergency Management Ontario.
- h) Maintain a detailed log of all actions taken by the Mayor.

Clerk - (Operations Officer)

- a) As the Operations Officer, co-ordinate all operations within the Emergency Operations Centre, including the scheduling of regular meetings.
- b) Serve as advisor to the Mayor on administrative matters and provide for the safety of municipal matters.

- c) Arrange for the establishment of a general information service to provide specific information regarding people who may be affected by the emergency.
- d) Approve in conjunction with the Mayor, major announcements and media releases prepared by the Public Information Officer, in consultation with the Emergency Operations Control Group.
- e) Call out additional town staff to provide assistance, as required.
- f) Ensure debriefing sessions are scheduled within two weeks of the termination of the emergency.
- g) Maintain a detailed log of all actions taken by the Clerk.

Fire Chief

- a) Implement the Emergency Notification System.
- b) Provide the Emergency Operations Control Group with information and advice on firefighting and rescue matters.
- c) Establish an ongoing communications link with the senior fire officer at the scene of the emergency.
- d) Determine if additional or special equipment is needed and make the necessary arrangements to supply breathing apparatus, protective clothing, etc.
- e) Activate the Mutual Aid system for the arrangement of additional firefighting manpower and equipment, if needed.
- f) Provide assistance to other municipal departments and agencies and being prepared to take charge of or contribute to non-fire fighting

operations if necessary, (e.g. rescue, first aid, evacuation, casualty collection, etc.).

- g) Maintain a detailed log of all actions taken by the Fire Chief.

Infrastructure and Recreational Services Manager

- a) Provide public works vehicles and equipment as required by other emergency services.
- b) Discontinue any public service or utility to any consumer, as required, and restoring these services when appropriate.
- c) Liaise with public utilities to disconnect any service representing a hazard and/or to arrange for the provision of alternate services or functions.
- d) The construction, maintenance and repair of municipal roads.
- e) Co-ordinate acquisition, distribution and scheduling of various modes of transports for the transporting of persons and supplies as required by members of the Emergency Operations Control Group.
- f) Ensure that a record is maintained of drivers, operators and vehicles involved. Volunteers must be registered, for liability purposes.
- g) Maintain a detailed log of all actions taken by the Operations Supervisor.

Community Emergency Information Officer (Petrina Taylor Hertz)

- a) Advise the Emergency Operations Control Group on matters pertaining to public information, public affairs and media relations.
- b) Gather, process and disseminate information for use by the

Emergency Operations Control Group.

- c) Prepare public information, instructions, advisories and media releases for review by the Mayor or designate and CEMC.
- d) Upon approval of the Mayor or designate and CEMC, release information to the public and media.
- e) Oversee the operation of the Media Centre, a Public Information Centre and an emergency site media centre, as deemed necessary.
- f) Provide public relations support as required.
- g) Coordinate all media requests, including arrangements for supervised tours near the emergency site.
- h) Arrange for photo or video records of the emergency operations.
- i) Maintain a detailed log of all actions taken by the Public Information Officer.

Human Services Co-ordinator (Treasurer)

- a) Co-ordinate and process requests for human resources.
- b) Under the direction of the Emergency Operations Control Group, co-ordinate offers of, and appeals for volunteers.
- c) Select the most appropriate site for the registration of human resources.
- d) Ensure records of human resources and administrative detail, that may involve financial liability, are completed.
- e) When volunteers are involved, ensure that a master "Volunteer

Registration” list is completed and a copy of the list is retained for town records.

- f) Ensure identification cards are issued to volunteers and temporary employees, where practical.
- g) Arrange for transportation of human resources to and from site.
- h) Obtain assistance, if necessary, from government departments, public and private agencies and volunteer groups.
- i) Contact and liaise with surrounding communities to determine hosting capabilities.
- j) Maintain a detailed log of all actions taken by the Human Services Coordinator.

SUPPORT AND ADVISORY STAFF

The following staff may be required to provide support, logistics and advice to the Emergency Operations Control Group:

- a) Treasurer
- b) Social Services – Kenora District Services Board - KDSB
- c) Telecommunications Co-ordinator
- d) Northwestern Health Unit
- e) Northern Waterworks Inc.
- f) Ontario Provincial Police Representative
- g) Executive Director of the Mary Berglund Community Health Centre
- h) Ambulance Co-Ordinator

Individual Responsibilities

Treasurer

- a) Provide information and advice on financial matters as they relate to the emergency.
- b) Liaise, if necessary, with the Treasurer(s) of neighbouring municipalities.
- c) Ensure that records of expenses are maintained for future claim purposes.
- d) Ensure the prompt payment and settlement of all the legitimate invoices and claims incurred during the emergency.
- e) Provide and secure equipment and supplies not owned by the Township of Ignace.
- f) Liaise with purchasing agents of the neighbouring municipalities, if necessary.
- g) Maintain and update a list of all vendors (including 24-hour contact numbers) who may be required to provide supplies and equipment.
- h) Assist the Clerk, as required.
- i) Ensure all important decisions made and actions taken by the Emergency Operations Control Group are recorded.
- j) Upon direction from the Clerk, notify the required support and advisory staff of the emergency and the location of the Emergency Operations Centre.
- k) Initiate the opening, operation and staffing at the Township Offices as the situation dictates and co-ordinate the provision of clerical

staff to assist in the Emergency Operations Centre, as required.

- l) Arrange for printing of material, as required.
- m) Upon direction by the Mayor, arrange a Special Meeting(s) of Council, as required, and advise members of Council of the time, date, and the location of the meeting.
- n) Procure staff to assist, as required.
- o) Maintain a detailed log of all action taken by the Treasurer.

Kenora District Services Board – (KDSB) or Red Cross

- a) Ensure the well-being of residents who have been displaced from their homes by arranging emergency lodging, clothing, feeding, registration and inquiries and personal services.
- b) Supervise the opening and operation of temporary and/or long-term evacuation/reception centres, and ensure they are adequately staffed.
- c) Liaise with the Medical Officer of Health on areas of mutual concern regarding operations in evacuee centres.
- d) Ensure that a representative of the School Board of Education is notified when a facility is required as an evacuee reception centre and that staff and volunteers utilizing the school facility take direction from the Board representative with respect to its maintenance, use and operation.
- e) Liaise with the Health Services as required.
- f) Maintain a detailed log of all action taken by the Ontario Works Representative or Red Cross Representative.

Telecommunications Co-ordinator

- a) Activate the emergency notification system of the local amateur radio operators' group (refer to pg. 66; no hand radio available).
- b) Initiate the necessary action to ensure the telephone system at the Emergency Operations Centre (EOC) and alternate EOC functions as effectively as possible, as the situation dictates.
- c) Ensure that the emergency telecommunications centre is properly equipped and staffed and working to correct any problems which may arise.
- d) Maintain an inventory of community and private sector communications equipment and facilities within the community that could, in an emergency be used to augment existing communications systems.
- e) Make arrangements to acquire additional communications resources during an emergency.
- f) Maintain a detailed log of all action taken by the Telecommunications Co-ordinator.

Northwestern Health Unit Representative

- a) Alert the Medical Officer of Health regarding any imminent or existing emergency situations such as hazardous materials spills, forest fires or flooding.
- b) Advise on and enforce health standards as per the *Health Protection and Promotion Act, R.S.O 1990*.
- c) Prevent and control the spread of communicable diseases, whenever possible.

- d) Inspect food services for: Water and food quality, cleanliness, temperature control, safe dispensing and disposal of food.
- e) Inspect the emergency receiving location for appropriate and adequate toilet and washing facilities and for general cleanliness and maintenance.
- f) Arrange for the dissemination of special instructions to the population on matters concerning public health (e.g. Boil water advisory notices, partial evacuation of individuals with chronic conditions in case of smoke from fires.)
- g) Arrange for mass immunization where required (e.g. In the event of communicable disease outbreak.)
- h) Assist with emotional support and counselling when needed.
- i) When necessary, the Public Health Staff shall ensure that temporary holding facilities and handling procedures are acceptable.
- j) Maintain a detailed log of all actions taken by the Northwestern Health Unit Representative.

Northern Waterworks Inc. (NWW) Representative

- a) Maintain sanitary sewage and water systems.
- b) Provide potable emergency water, supplies and sanitation facilities to the requirements of the Medical Officer of Health.
- c) Maintain a detailed log of all actions taken by the NWI Representative.

Ontario Provincial Police Representative

- a) Advise the Mayor on police matters, direct police operations and co-ordinate their operation with other departments.
- b) Control traffic where required to facilitate the movement of emergency vehicles both in and out of the emergency area.
- c) Ensure the protection of property against looting and vandalism within the emergency area.
- d) Conduct the evacuation of buildings as authorized by the Mayor.
- e) Advise the coroner in the event of fatalities.
- f) Request assistance if required.
- g) Maintain a detailed log of all actions taken by the OPP Representative.

Executive Director of the Mary Berglund Community Health Centre Hub

- a) Act as a co-ordinating link for all emergency health services at the Emergency Operations Control Group.
- b) Liaise with the Ontario Ministry of Health, Public Health Branch.
- c) Provide authoritative instructions on health and safety matters to the public through the Public Information Officer.
- d) Arrange for extra supplies, personnel, transportation through provincial resources.
- e) Co-ordinate the response to disease emergencies or anticipated emergencies such as epidemics, according to the Ministry of Health policies.
- f) Ensure co-ordination of care to bed-ridden citizens and invalids at

- home and in evacuation/reception centres during an emergency.
- g) Ensure co-ordination of all efforts to prevent and control the spread of disease during an emergency.
 - h) Notify Northern Waterworks Inc. regarding the need for potable water supplies and sanitation facilities.
 - i) Liaise with Social Services - Ontario Works on areas of mutual concern regarding health services in evacuation/reception centres.
 - j) Arrange for counselling services during and after repatriation.
 - k) Maintain a detailed log of all actions taken by the MBCHC Executive Director.

Ambulance Co-ordinator

- a) Arrange for the triage of casualties.
- b) Arrange for extra First Aid/Ambulances through Kenora District Services Board.
- c) Arrange for transportation of casualties.
- d) Maintain a detailed log of all actions taken by the Ambulance Co-ordinator.

OTHER AGENCIES

In an emergency, many agencies may be required to work with the Emergency Operations Control Group. Others might include the Office of the Fire Marshal, Industry, Volunteer Groups, Conservation Authorities and the Provincial Ministries.

The Keewatin - Patricia District School Board and The Conseil Scolaire De District Catholique Des Aurores Boreales

- a) Provide any school (as appropriate and available) for use as an evacuation or reception centre.
- b) Upon being contacted by the Social Services Officer or designate, provide a Keewatin-Patricia District School Board of Education / Conseil Scolaire De District Catholique Des Aurores Boreales representative(s) to co-ordinate and provide direction with respect to the maintenance, use and operation of the facilities being utilized as evacuation or reception centres.
- c) In the event of an emergency during normal school hours, the principal(s) of the affected school(s) (until directed otherwise) is/are responsible for:
 - i) Implementing the school "Stay-Put" Emergency Plan, or
 - ii) Implement the school "Evacuation" Plan, as advised by Emergency Operations Control Group, depending on the nature and scope of the emergency.
- d) Maintain a detailed log of all actions taken by the respective school.

Maintenance of Detailed Logs

Maintenance of a detailed log of all actions taken by each individual or organization are required to assist the Emergency Control Group with record keeping, debriefing, accountability, and liability and provides educational records for future emergency management requirements.

PLAN MAINTENANCE AND REVISION

Annual Review

The Community Emergency Management Coordinator will ensure that this plan is reviewed annually and, where necessary, revised by a meeting(s) of the Emergency Management Program Committee.

Each time the plan is revised, it must be forwarded to Council for approval. However, revisions to the appendices and minor administrative changes can be made without resubmitting the plan to Council each time.

It is the responsibility of each person, agency, service or department named within the Emergency Response Plan to notify the Community Emergency Management Coordinator forthwith, of any revisions to the appendices, or administrative changes.

Testing of the Plan

An exercise will be conducted at least annually in order to test the overall effectiveness of this Emergency Response Plan and provide training to the Emergency Operations Control Group. Revisions to this plan should incorporate recommendations stemming from such an exercise.

Internal Procedures

Each service involved with this Emergency Response Plan will prepare functional emergency procedures or guidelines outlining how it will fulfil its responsibilities during an emergency.

Each service will ensure that it designates a member of its staff to maintain and revise its own emergency procedures or guidelines.

PART III

EMERGENCY RECEPTION PLAN

- **Aim**
- **Implementation**
- **Tasks**
- **Standing Operations Procedure**

AIM

This section of the Emergency Response Plan details procedures for all tasks envisioned in the reception of evacuees from other communities for whatever reason.

IMPLEMENTATION

This section will be implemented by the Mayor of Ignace and through the Emergency Operations Control Group if reception of evacuees from other communities is considered necessary by the appropriate authorities.

TASKS

In the event that the reception of evacuees from other communities becomes necessary the Township of Ignace will:

- a) Establish and maintain additional services throughout the reception phase.
- b) Maintain effective liaison with federal, provincial and commercial agencies.
- c) Provide for the health and welfare of evacuees.
- d) Make the necessary provisions with Provincial authorities for the return of evacuees to their homes.

STANDING OPERATIONS PROCEDURE

The following are the duties of the Emergency Operations Control Group members or alternates appointed by Council, as required to maintain the organizational capability to implement this plan.

Mayor or Alternate Will:

- a) Monitor all aspects of the reception of evacuees, in consultation with the Clerk or Alternate.
- b) Authorize all public announcements.
- c) Confer with Provincial Ministries and Mayors of the reception communities, as required.

Clerk or Alternate Will:

- a) Maintain effective liaison with the local managers of hydro, domestic gas outlets, service stations, generating equipment and grocery stores to ensure supplies are available throughout the crisis.
- b) Direct all aspects of the reception of evacuees.
- c) Establish and maintain liaison with all supporting agencies as required.
- d) Maintain contact with authority of evacuated areas.
- e) Place municipal staff on standby.
- f) Ensure records of all expenditures are maintained.

Public Information Officer or Alternate Will:

- a) Ensure local residents and evacuees are made aware of essential information.
- b) Prepare news media release(s) for issuing by the Mayor.
- c) Deal with all media inquiries.

Infrastructure and Recreational Services Manager or Alternate Will:

- a) Co-ordinate all aspects of the acquisition and scheduling of transportation for the purposes of transporting persons and/or supplies as required.
- b) Make all necessary arrangements for vehicle assembly areas and provide transportation for evacuees from staging areas to host homes.
- c) Ensure that a record is maintained of drivers and operators involved. Volunteers must be registered.

Fire Chief or Alternate Will:

- a) Establish increased fire protection procedures as required.

Ontario Provincial Police Sergeant or Alternate Will:

- a) Direct all aspects of O.P.P. in reception/evacuation proceedings.

Ambulance Co-ordinator or Alternate Will:

- a) Be on standby in the event their services are required.

Northwest Health Unit Director or Alternate Will:

- a) Alert the Medical Health Officer regarding any imminent or existing emergency situations (e.g. hazardous material spills, forest fire or flooding).
- b) Advise on and enforce health standards as per the *Health Protection and Promotion Act, R.S.O 1990*.
- c) Prevent and control the spread of communicable diseases, whenever possible.
- d) Provide inspection services for water and food quality, cleanliness, temperature control of food, safe dispensing and disposal of food.
- e) Inspect the evacuees receiving location for appropriate and adequate toilet and washing facilities and for general cleanliness and maintenance.
- f) Arrange for the dissemination of special instructions to the population on matters concerning public health (e.g. Boil drinking water advisories, advice on evacuation of individuals with chronic conditions).
- g) Arrange for mass immunization where required (e.g. in the case of communicable disease outbreak).
- h) Assist with emotional support when appropriate.
- i) Direct Public Health staff to ensure that temporary holding facilities and handling procedures are acceptable.

Kenora District Services Board (KDSB) or Alternate Will:

- a) Be responsible for all evacuee care except hospital cases and will coordinate and direct the six activities of the social service sub-committee: registration and inquiry, feeding, clothing, lodging personal services, and contacts and resources.

Social Services Sub-Committee Will:

1. Registration and Inquiry:

- a) Ensure all evacuees are registered prior to providing social servicing.
- b) Prepare situation reports for the Social Service - Ontario Works
- c) Tabulate the lodging location of evacuees.
- d) Obtain reception information of evacuees.
- e) Provide facilities for local public inquiries.
- f) Disseminate necessary information to evacuees and the public.

2. Feeding:

- a) Establish and maintain liaison with the restaurant managers.
- b) Arrange for the feeding of evacuees and reception committee members and staff at a predetermined location.

3. Clothing:

- a) Make provisions for the immediate clothing needs of evacuees.

4. Lodging:

- a) Ensure the lodging facilities are opened.
- b) Secure and billet evacuees in private homes.
- c) Make recommendations for additional buildings required for purposes other than lodging, i.e. for social service centres, food and clothing depots, emergency hospitals, assembly areas, etc.

5. Personal Services:

- a) Religious and qualified personnel will provide personal guidance on the basis of particular needs of individuals, families and special groups.

6. Contacts and Resources:

- a) Individual committee members will list their own contact and alternatives along with available resource and relevant remarks.

PART IV

ACCIDENTS INVOLVING HAZARDOUS MATERIALS

- **Action by The Fire Department**
- **Action by The Ontario Provincial Police**

TOWNSHIP OF IGNACE EMERGENCY RESPONSE PLAN

ACCIDENTS INVOLVING HAZARDOUS MATERIALS

In the Township of Ignace, normally, reports of accidents involving hazardous materials will be reported to the Ontario Provincial Police and the Ignace Volunteer Fire Department.

There could be the possibility that a railroad accident will result in injury to or death of the train staff. In this event, it is probable the first report of the accident will come from a member of the general public or a patrolling OPP Officer. The accident must then be reported back to the rail dispatch centre. Even in cases where the train staff are uninjured it is always possible that the first reports will not come from rail dispatch centres.

The following instructions are written with the object of evacuating the maximum number of people from the areas in danger from hazardous materials. These instructions are inevitably of a general nature, which in the event, will be augmented by Ad Hoc measures.

RAIL ACCIDENTS:

Action by Fire Department

When notified by RAIL DISPATCH CENTRE or RAIL STAFF:

1. Request details of any hazardous materials involved.
2. Dispatch fire crews to the scene. Fire crews are to use caution and keep a safe distance away from the scene, and upwind, if possible. WAYBILLS are to be in possession of a member of the train crew. A TRAIN CONSIST is carried on the engine of the train or in the caboose (If it has one). If cars containing hazardous materials cannot be located or are not distinguishable, fire crews should "back

- off" from the scene until hazardous materials and location can be identified.
3. Call the CP Rail System Emergency telephone number to obtain a TRAIN CONSIST, if one cannot be obtained from a crew member. CP Police 1-800-551-2553, cell *732
 4. Determine if evacuation is required and if so, determine the "Immediate Danger Area" and instruct the O.P.P. to commence evacuation downwind of that area.
 5. Notify Spills Action Centre as soon as possible - **1-800-268-6060 (24 Hours)** or (807) 468-2718 (Switchboard) and **Canutec (Chemical Inquiries) - 1-888-226-8832 or 1-613-996-6666**

When notified by O.P.P. or GENERAL PUBLIC of RAIL ACCIDENT:

The same procedures as above, except that it is the Ignace Volunteer Fire Department's responsibility to notify the Rail Dispatch Centre and request details of any hazardous materials.

Dispatch Centres: Calgary (for all of North America) **1-800-795-7851**

ACTION BY ONTARIO PROVINCIAL POLICE

Instructions for the evacuation of an area will normally come from the Ignace Volunteer Fire Department. Where details of the accident are reported to the O.P.P. by any means other than the Fire Department, pass all available information to the Ignace Volunteer Fire Department. The following instructions are additional to those responses normally made by O.P.P. to the scene of an accident:

1. Dispatch Officers to the scene and secure the "Immediate Danger Area". In accidents involving a potential explosion, the "Minimum Safe Distance" should be approximately 915 meters. (3,000 feet.)

2. The Officer in charge will ensure that details of the area to be evacuated are recorded as given by the Ignace Volunteer Fire Department.
3. Commence evacuation of residents using the Police Evacuation Procedures.
4. Arrange with the Ignace Volunteer Fire Department a suitable location for a Command Post.

ROAD OR INDUSTRIAL ACCIDENTS

Actions by the O.P.P. and Ignace Volunteer Fire Department will be basically the same as they are for a rail accident except less information concerning the hazardous material may be available. Extreme caution must be used until the hazardous material is identified.

If available, the MANIFEST carried by the driver will identify the load that is being carried. If this is not available and the driver cannot offer any information, the shipper should be contacted.

In cases involving road or industrial accidents, the following should be contacted as soon as possible:

Canutec (Chemical Inquiries): 1-888-226-8832 or 1-613-996-6666
Ministry of Environment: 1-800-265-6060
888-367-7622 or 807-468-2718 Kenora

GENERAL PROCEDURES AT FIRES OR ACCIDENTS INVOLVING RADIOACTIVE MATERIAL

Apparatus and equipment should be parked upwind so as to avoid contamination.

Personnel should not enter a radioactive area unless accompanied by an equipped monitor. Rescue of injured is an on the spot decision.

Until the area is monitored, personnel should attempt only to confine the fire. Keep all persons at a safe distance away from the scene.

Personnel entering the hazard area should utilize respiratory equipment and protective clothing.

The area of radioactive material should be cordoned off and personnel and equipment should not re-enter the "clear" area until decontamination has been carried out.

Use a fine spray hose to minimize disturbance of radioactive materials and run-off.

No eating or smoking in the area of radioactive contamination or while a person is contaminated.

Persons who may be contaminated should remove their outer clothing, wash exposed skin and remain at the scene until checked for radiation by a qualified person.

Contact the nearest qualified radiological detection centre for assistance.

QUALIFIED RADIOLOGICAL DEFENCE OFFICERS

Doug Scott - Engineering - Thunder Bay

Bus: 1-807-625-2289

John Coupland

Bus: 1-807-577-1990

MINISTRY OF LABOUR - RADIOLOGICAL PROTECTION SERVICE
1-416-235-5922 (08:15 hr. – 17:00 hr.)

ONTARIO POWER GENERATION
(Radioactive Spills and Transportation of Radioactive Materials)
Transport Emergency Response Line
1-800-263-4695 - 24 hrs.

RADIO BROADCAST MESSAGE

An incident involving (insert hazardous materials or condition) has occurred at (insert location). People living in the area bounded by (insert street) and (insert street) are asked to leave their homes immediately and proceed in (insert direction of movement) direction away from (insert accident scene). The Public is asked to stay away from (insert accident scene).

Further bulletins will follow on this station.

DO NOT:

- 1. Panic**
- 2. Attempt to locate pets before leaving.**
- 3. Attempt to travel to schools or place of employment to locate family. School buses will transport your children to a designated centre out of the danger area.**
- 4. Speed or violate traffic rules.**
- 5. Attempt to go to the scene of the incident.**

If you require transportation, information or special assistance call 934- (insert number to be supplied by Emergency Operations Control Group).

If you are required to evacuate your home, take the following essentials with you: money, identification, prescription drugs, change of clothing, infant formula and baby needs, blanket, personal toilet articles.

Remain calm, keep your radio on and follow instructions as broadcasted by this radio station.

Note:

- 1. Authority for the broadcast of this message and completion of inserts will come from a Member of the Emergency Operations Control Group or designate.**
- 2. Incidents involving chemicals will require more specific evacuation information and greater emphasis will have to be placed on evacuation routes upwind of the incident. This information will be provided by the Fire Chief or his designate.**

PART V

EVACUATION PLAN

- **Aim**
- **Evacuation Procedures General**
- **Implementation**
- **Threat**
- **Warning**
- **Tasks**
- **Sequence of Evacuation Procedures**
- **Public Information Guide**
- **Hazardous/Dangerous Goods Emergency Procedures**
- **Door to Door Notification Procedures**

AIM

This section of the Emergency Response Plan details the procedures for all tasks envisioned in the evacuation of the Residents of the Township of Ignace for whatever reason.

EVACUATION PROCEDURES GENERAL

If the evacuation of any resident of the Township of Ignace is necessary, for whatever reason, the City of Dryden will be the primary receiving community.

Should the situation preclude the use of Highway 17 to Dryden, alternate routes are:

- a) By Hwy 17 to Thunder Bay.
- b) By Canadian Pacific Railway to Thunder Bay.
- c) By Hwy 622 to Atikokan

If travel by the above routes is not possible, then by Hwy 599 to Silver Dollar and to Sioux Lookout Via Hwy 642 or Hwy 599 to Savant Lake to Sioux Lookout via Marchington Road and on C.N.R. to Sioux Lookout. If travel is blocked by rail and highway then by air to Thunder Bay, Atikokan, Dryden or Sioux Lookout depending on the nature of the emergency.

IMPLEMENTATION

This section of the Emergency Response Plan will be implemented when evacuation is deemed necessary by the appropriate authorities.

THREAT

The main threats to the residents of the Township of Ignace are:

- a) A critical forest fire.
- b) A major spill of hazardous material being transported by Canadian Pacific Railway and/or highway transport.
- c) Explosion or a leak from a TransCanada pipe line.
- d) A major power failure during a winter storm.

WARNING

When authorized by the Mayor, evacuation will be carried out by the steady sounding of the sirens of the Ignace Volunteer Fire Department and Ontario Provincial Police vehicles cruising the streets.

TASKS

In the event of an evacuation, the municipality's responsibility will be to:

- a) Provide direction and resources for the evacuation of all or specific residents.
- b) Ensure reception municipalities are alerted as pre-arranged.
- c) Maintain an effective liaison with federal, provincial and commercial agencies.

SEQUENCE OF EVACUATION PROCEDURES

Because disaster incidents that may take place in the Township of Ignace can vary from little to no warning, (e.g. dangerous gas explosion) or forecast conditions such as forest fires the following procedures are recommended:

- a) In the event there is little or no warning, the Mayor or Alternate will order the evacuation of the particular area.
- b) The Clerk or Alternate, on the authority of the Mayor will request radio stations CBQ in Thunder Bay and CKDR in Dryden and CBC in Winnipeg to assist in alerting the residents of Ignace that they are to evacuate.
- c) The Ignace Volunteer Fire Department will sound the evacuation warning and assist in the evacuation.
- d) The Ontario Provincial Police will direct or hold traffic to facilitate the evacuation.
- e) In a forest fire situation, the District Manager, Ministry of Natural Resources and Forestry or Alternate will alert the Mayor or Alternate of the situation. If the situation worsens, the District Manager or Alternate will notify the Mayor or Alternate of the order to evacuate.

TRANSPORTATION

- a) Transportation of evacuees will be by private motor vehicles.
- b) Residents without vehicles should make arrangements with their neighbours for transportation. Should time permit, commercial and school buses available in the area will be pressed into service.
- c) The first people to leave shall be any persons with asthma or other breathing difficulties, people with small children and the elderly.
- d) Arrangements will be made by the Human Resources Co-ordinator for special transportation needs.
- e) All residents leaving should report to the Registration Booth in the Township Offices so that records can be kept of all residents' whereabouts.

RECEPTION

The Mayor or Alternate will contact either the Mayor(s) of Dryden, Thunder Bay, Sioux Lookout and/or Atikokan advising of the evacuation and request preparations for the reception.

The Clerk or Alternate will contact the CAO(s) of Dryden, Thunder Bay, Sioux Lookout and/or Atikokan requesting accommodations for those residents of Ignace who are being evacuated and if possible, indicate the numbers and estimated time of arrival.

TERMINATION OF EMERGENCY

The Mayor or Alternate of Council of the Township of Ignace or the Premier can terminate the emergency when necessary and activate steps for the return of residents to their homes. All agencies previously notified of the emergency will be notified of the termination thereof.

PUBLIC INFORMATION GUIDE

This guide is an aid to the Community Emergency Information Officer to:

- a) Ensure persons responsible for sounding the evacuation warning know the proper drill.
- b) Ensure residents of Ignace know the evacuation warning and how to prepare for family travel.
- c) Ensure that residents familiarize themselves with their area and the shortest route from the source, travelling at a cross wind direction.
- d) Ensure handouts for public distribution on evacuation instructions.
- e) Ensure consistent, credible and up-to-date communication with 211 Ontario North and educate the public as to this most important information resource.
- f) Inform residents when the evacuation or standby has been completed.

**HAZARDOUS OR DANGEROUS GOODS EMERGENCY PROCEDURE
EVACUATION INSTRUCTIONS FOR RESIDENTS**
(Handout for Public Distribution)

WARNING:

Will be by continuous sounding of the vehicle sirens of the Ignace Fire Department, or any other emergency vehicle.

PROCEDURE:

If an Emergency is called:

1. Turn on radio for instructions.
2. Familiarize yourself with your area and the shortest route from the source, travelling at a cross wind direction.
3. Evacuation areas will be decided by wind direction.
4. Each school, Institution, Industry Office and Household is responsible for its own evacuation plan.
5. Contact 211 Ontario North for accurate information and updates regarding the emergency. Dial 2-1-1.

DO NOT:

1. **Panic.**
2. Attempt to locate pets before leaving.
3. Attempt to travel to a school or a place of employment to locate your family. The Board of Education will ensure students are out of the danger area.
4. Speed or violate traffic rules.

IF UNABLE TO ESCAPE OR YOU ARE TRAPPED:

1. Go inside.
2. Tightly close all doors, windows, and exterior openings.

3. Turn off forced air heating or ventilation systems.
4. Stay in upper portion of building. If necessary, seal yourself in one room and seal all windows and doors with wet clothes.
5. **DO NOT GO** into the basement.
6. Move quickly but do not run if moving through gas.
7. Soak cloth in water and breathe through it if breathing becomes difficult.
8. **DO NOT PANIC – DO NOT RUN OUTSIDE.**
9. Contact 211 Ontario North for accurate information and updates regarding the emergency. Dial 2-1-1.

IN YOUR CAR:

1. Close all windows.
2. Shut off ventilation.
3. Continue driving away from the area and do not drive through the gas cloud or your engine will stall.
4. Contact 211 Ontario North for accurate information and updates regarding the emergency. Dial 2-1-1.

WHILE WALKING:

1. Go to nearest building or car and follow the above instructions.
2. If in open area and in the path of the cloud, move quickly to high ground at right angle to the wind direction.

**FOREST FIRE EMERGENCY
EVACUATION INSTRUCTIONS FOR RESIDENTS**
(Handout for Public Distribution)

If the evacuation of Ignace becomes necessary, the public will be warned by the steady sounding of the Ignace Volunteer Fire Department sirens, or any other emergency vehicle. The warning will be re-enforced by radio and will provide information on evacuation routes and methods of travel.

Upon hearing the sirens, immediately turn on your radio for instructions. For the safety of your family and property, the following arrangements should be made:

- a) Shut off water, unnecessary hydro (remember freezers and refrigerators should be left on).
- b) Secure your home.
- c) Take a two-day supply of food, clothing, drugs, as well as your drug prescriptions, and toilet articles.
- d) Take one blanket per person (sleeping bag if available).
- e) Take infant formula in a thermos, as well as comforting toys for the children.
- f) If travel is by rail, take prepared food and beverages.
- g) Ensure car has ample gas and oil if travel is by road.
- h) Keep all other personal possessions to an absolute minimum.
- i) Contact 211 Ontario North for accurate information and updates regarding the emergency. Dial 2-1-1.

If you decide to leave town before the evacuation order is given, please report your destination to the Emergency Evacuation Centre situated at 200 Beaver Street. The designated Emergency Evacuation Centre is the **Township of Ignace Arena**.

DOOR-TO-DOOR NOTIFICATION SYSTEM

THE TOWNSHIP OF IGNACE EVACUATION INSTRUCTIONS FOR RESIDENTS (Handout for Public Distribution)

If the evacuation of Ignace becomes necessary, the public will be warned by the steady sounding of the Ignace Volunteer Fire Department sirens, or any other emergency vehicle. The warning will be reinforced by radio and will provide information on evacuation routes and methods of travel.

Upon hearing the sirens, immediately turn on your radio for instructions. For the safety of your family and property, the following arrangements should be made:

- a) Shut off water, unnecessary hydro (remember freezers and refrigerators should be left on).
- b) Secure your home.
- d) Take one blanket per person (sleeping bag if available).
- c) Take a two-day supply of food, clothing, drugs, as well as your drug prescriptions, and toilet articles.
- e) Take infant formula in a thermos, as well as comforting toys for the children.
- f) If travel is by rail, take prepared food and beverages.
- g) Ensure car has ample gas and oil if travel is by road.
- h) Keep all other personal possessions to an absolute minimum.
- i) Contact 211 Ontario North for accurate information and updates regarding the emergency. Dial 2-1-1.

NOTE:

Arrangements have been made with managers of food stores and service stations to remain open during the evacuation emergency, except in the case of certain chemical accidents.

An Emergency Public Information Centre has been established at your Municipal Office (807) 934-2202.

**Complete this form and take it to the Emergency Evacuation Centre
at the Recreation Centre**

NAME: _____

ADDRESS: _____

NAMES AND NUMBER OF MEMBERS IN FAMILY: _____

A SENIOR CITIZEN _____

AN INFANT _____

ASTHMATIC _____

MOBILITY CONCERNS _____

Part VI - CONFIDENTIAL
Appendix "A"

EMERGENCY PERSONNEL TELEPHONE LIST

APPOINTMENT	NAME	HOME	WORK PHONE
Mayor	Penny Lucas	220-0217	934-2202
Deputy Mayor	Greg Waldock	905-438-1195	
Clerk	Lynda Colby	934-6753	747-0323
Treasurer	Christy McIntomney	347-0331	747-0320
Communication Specialist	Petrina Taylor-Hertz	936-0166	747-0327
Fire Chief	Robert Berube	934-0759	938-7201
Public Health Nurse	Twyla Berube	934-0759	934-2236
OPP	Ed Chywastyk		937-5777
MBCHCH - Ex. Director	Heidi West	934-6719	
Ambulance Service	Janet Griffiths	934-2362	938-8016
KPDSB	Gayle Saindon	934-6673 or	223-2100 Ext.2328
Ignace School	Adele Marth	938-8711	934-2212
Ecole Immaculée-Conception	Patricia Brusset		934-6460
Medical Officer of Health Dryden Regional Health Centre			1-807-468-3147 223-8200

Other Numbers:

Councillor	Debbie Hart	(807) 938-7589
Councillor	Chantelle Tucker	(807) 938-5264
Councillor	Greg Waldock	(905) 438-1195
Councillor	Shaun Defeo	(807) 938-7144

EMERGENCY NUMBERS:

Fire	911	or	934-2211
Police	911	or	934-2265
Ambulance	911	or	934-6465
MBCHCH			934-2251
MNRF - Kelvin Davenport		934-6663	934-2244

Part VI - CONFIDENTIAL
Appendix "B"

**NAMES & ADDRESSES OF THE EMERGENCY OPERATIONS
CONTROL GROUP**

<u>Title/Name/Address</u>	<u>Business</u>	<u>Home</u>
<u>Mayor</u>		
Penny Lucas, 631 Pine Street P.O. Box 91	934-2202 (Ext. 1038)	Cell: 220-0217
<u>Or Alternate:</u>		
Greg Waldock, 110 Maple Street P.O. Box 1168		Cell: (905) 438-1195
<u>CLERK</u>		
Lynda Colby, 108 Willow Place P.O. Box 16	934-2202 (Ext. 1022) Cell: 747-0323	Home: 934-6753 Cell: 936-0280
<u>Infrastructure and Recreational Service Manager</u>		
Ralph Cox, 114 Maple Street P.O. Box 392	220-0888	Cell: 938-7535
<u>Fire Chief</u>		
Robert Berube – 16 Sturgeon Drive P.O. Box 856 – Fire Dept.	Cell: 938: 7201	934-0759
<u>Or Alternate:</u>		
<u>Deputy Chief</u>		
Sean De Tracey, 6 Sturgeon Drive P.O. Box 856 – Fire Dept.	Cell: 936: 0236	934-6636

NAMES & ADDRESSES OF OTHER SUPPORT RESOURCES TO THE EMERGENCY OPERATIONS CONTROL GROUP

<u>Title/Name/Address</u>	<u>Business</u>	<u>Home</u>
<u>Ontario Provincial Police</u> Edward Chwastyk	807-937-5577	
<u>Ambulance Co-ordinator</u> Janet Griffiths – 232 Wren Street	1-800-463-7502 – Emergency Number Cell: 938-8016	
<u>Or Alternate:</u> Charlie Mackey – 305 Rand Street	Cell: 220-0369	
<u>Kenora District Services Board (KDSB)</u> Sara Stevenson	934-6673 Cell: 221- 6319 Bus: 223-4442 Ext. 2327	
<u>Mary Berglund Community Health Centre Hub – Executive Director</u> Heidi West – 5 Fox Point Road P.O. Box 250 (MBCHC)	934-2251	807-632-9371
<u>Or Alternate:</u> Naomi Peters P.O. Box 450 (MBCHC)		306-280-0850
<u>Northwestern Health Unit</u> Twyla Berube – 16 Sturgeon Drive P.O. Box 420 (NWHU)	934-2236	934-0759
<u>Public Health Inspector</u> Mike Mackie -75-D Van Horne Av. Dryden, Ontario, P8N 2B2	223-3301	
<u>Northern Waterworks</u> Barry Mantle – 16 Sturgeon Drive P.O. Box 123	Sewer Plant: 934-2711 Water Plant: 934-6672 Cell: 936-0051 On Call – 907-396-0294	
<u>Ignace Public School</u> Adele Marth, 202 Rand St. N P.O. Box 535	934-2212	938-8711
<u>Ecole Immaculee Conception</u> Patricia Brussett – Principal 144 Lakeshore Drive P.O. Box 683	934-6460	

NAMES & ADDRESSES OF OTHER SUPPORT RESOURCES TO THE EMERGENCY OPERATIONS CONTROL GROUP

<u>Title/Name/Address</u>	<u>Business</u>	<u>Home</u>
<u>Ministry of Transportation</u> Glen Moore, 312 West Street P.O. Box 505	934-2451	934-6644
<u>Ministry of Natural Resources and Forestry</u> Kelvin Davenport P.O. Box 4	934-2244	934-6501
<u>Emergency Management Ontario</u> Sharon Bak	807-473-3184 Cell: 807-630-1738	
<u>Canadian Pacific Railway – Track Maintenance Supervisor</u> John Taddeo – 240 Lakeshore Drive P.O. Box 810	938-7142	934-2048
<u>TransCanada Pipelines (Emergency)</u>	1-888-982-7222	
<u>Ontario Hydro</u> Emergency Only	1-800-434-1235	
<u>Bell Canada (Emergency)</u>	1-866-370-2355	
<u>Union Gas</u> Local Dryden Personnel	Emergencies (24 hrs) 1-877-215-6959 Darcey: 221-8403 Evan: 221-8415 Mark: 221-8401	
<u>Resolute Forest Product Ignace Sawmill</u> Robert Halverson	Cell: 355-2988	
<u>Emergency Numbers:</u>		
Fire Department	911 or 934-2211	
Ambulance	911 or 934-6465	
Doctors	934-2251	
O.P. P	911 or 1-888-310-1122 or 934-2265	
Forest Fires	310 – FIRE (3473)	

Part VI - Confidential
Appendix "C"

KEY CONTACTS:

Provincial Ministry / Agency

Telephone

Ontario Provincial Police	807-934-2265 1-888-310-1122	
Ministry of Environment (SPILLS) – Toronto Kenora, Ontario	1-800-268-6060 1-888-367-7622	
Canutec	1-613-996-6666	(Collect Call)
Ministry of Transportation	807-934-2451	
Northwestern Health Unit	807-934-2236	
Kenora Medical Officer of Health	807-468-7109 888-404-4231	
Emergency Management Ontario Community Officer - Sharon Bak	807-473-3184 807-630-1738 807-622-4684	Cell Fax
Emergency Management Ontario	1-866-314-0427	
Emergency Management Operations Centre (Kenora)	807-467-2137	
Kenora District Services Board Dryden Office Gayle Saindon	807-223-2100	Ext 2328
Kenora District Services Board (KDSB) Ignace Office Josee Mantle	807-934-6673	
Northwestern Health Unit Twyla Berube	807-934-2236	

Ministry/Agency Offices have the responsibility of informing their headquarters and arranging types and levels of assistance beyond local capabilities.

PART VII - Confidential
Appendix "D"

TELEPHONE & INVENTORY DIRECTORY

- **Aircraft**
- **Airports**
- **Air Quality & Hazardous Gas Detection**
- **Auxiliary Lighting**
- **Ambulances**
- **Bus Services**
- **Caterers**
- **Churches and Clergy**
- **Elected Mayors, Reeve & Clerks**
- **Local Fire Department & Members**
- **Fire Departments**
- **Fuel**
- **Funeral Homes**
- **Heavy Equipment**
- **Hospitals**
- **Hotels & Motels**
- **Meteorological Office**
- **Ministries - Government**
- **Newspapers**
- **Police Departments**
- **Radio Stations**
- **Red Cross**
- **Restaurants**
- **Schools**
- **Service Clubs**
- **Snowmobiles**
- **Stores**
- **Table and Chair Rentals**
- **Toilet (portable)**
- **TV Stations**
- **Water and Sewer Treatment**
- **Welding Services**
- **Ignace Community Services Directory**

AIRCRAFT
Commercial & Private

IGNACE AIRWAYS & OUTPOSTS

Bus: 934-2273

164 Lakeshore Drive
Evan & Thia Stewart - 164 Lakeshore Dr.

Aircraft normally based at Ignace

1 de Havilland Beaver (6 Passengers)
1 de Havilland Otter (8 Passengers)
1 Cessna 206 (3 Passengers)

Has own fuel storage for aircraft - 100 Low Lead

AIRPORTS

TOWNSHIP OF IGNACE Airport
Infrastructure and Recreational Services

Bus: 934-2202
Bus: 934-2570
Cell: 220-0888

DRYDEN Airport
Manager – Tiffany Coffey

Bus: 223-1130

THUNDER BAY Airport
CEO – Ed Schmidtke

Bus: (807) 323-1954 Ext 1

SIOUX LOOKOUT Airport
Manager – Ben Hancharuk

Bus: 737-2829
Ext. 5502

AIR QUALITY & HAZARDOUS GAS DETECTION

NORTHERN WATERWORKS INC.
Barry Mantle

Bus: 934-6672
Cell: 936-0051

AUXILIARY LIGHTING

IGNACE VOLUNTEER FIRE DEPARTMENT

Emergency: 911
Bus: 934-2211

Hydro One

Emergency: 807-346-3828
1-800-434-1235

AMBULANCES

IGNACE AMBULANCE
Coordinator - Janet Griffiths

Emergency: 911
Bus: 1-800-463-7502
Cell: 938-8016
1-800-348-5019
1-800-463-5702

Thunder Bay Dispatcher:
Kenora Dispatcher:

1 emergency unit & 1 spare if staff available

AMBULANCES CAN ONLY BE ACCESSED THROUGH LOCAL SERVICE

Thunder Bay Air Ambulance Helicopter

Sioux Lookout Air Ambulance

Kenora Air Ambulance Helicopter

Dryden Ambulance Service

Coordinator – David Hamilton

Sioux Lookout Ambulance Service

Coordinator – Richard Cosand

Emergency: 911
Bus: 223-8272
Emergency: 911
Bus: 1-737-4366 Ext.236
Cell: 938-2620

Upsala Ambulance Service

Coordinator – Barb Nelson

Emergency: 911
Bus: 1-807-986-2277

Kenora Ambulance Service
Manager – Wade Gagnon

Emergency: 911
Bus: 1-807-468-8079
Cell: 1-807-466-8367

BUS SERVICES

Dryden Bus Lines (Hutchinson Bus Lines)
Cheryl Potts

Bus: 223-4244
Res: 934-6262

Champion Towing

938-6886

Fr. School Bus - Wray Busing

Bus: 986-2353

CATERERS

Ignace Tavern

Bus: 934-6441

Sheila Krahn

Res: 934-6368

Shawn McLellan - Janitor

Res: 934-2796

Ignace Silver Tops
Cheryl Manchulenko, President

Hall: 934-0643
Res: 934-2515

Northwoods

Bus: 934-0194

CHURCHES & CLERGY

Emmanuel Anglican United Church Jeanne Bryan	Bus: 934-6288 Res: 934-2715
Faith Lutheran Church	Bus: 934-6678
Ignace Gospel Church Tim Barker	Bus: 934-2791
Roman Catholic Church – Dryden	Bus: 223-2602
Redemption Baptist Church Steve Dunk	Res: 934-4662

MAYORS & CLERKS

IGNACE

Mayor, Penny Lucas	Cell: 220-0217
Clerk, Lynda Colby	Bus: 934-2202 Ext. 1022 Cell: 747-0323 Home: 934-6753 Cell: 936-0280

SIOUX LOOKOUT

Mayor, Doug Lawrence	Bus: 807-737-2700
----------------------	-------------------

Clerk, Jackie Trenholm	Bus: 807-737-2700 Ext: 2223
------------------------	--------------------------------

THUNDER BAY

Mayor, Bill Mauro	Bus: 807-625-3601
City Manager, Norm Gale	Bus: 807-625-2224
Clerk, Krista Power	Bus: 807-625-2238

ATIKOKAN

Mayor, Dennis Brown

Bus: 807-597-1234

Res: 807-597-4249

Cell: 807-597-8050

CEO- Jason Young

Bus: 807-597-1234 Ext 222

Clerk – Sue Bates

807-597-1234 Ext 234

Deputy Clerk – Lea Fraser

807-597-1234 Ext 224

AREA FIRE DEPARTMENTS

PICKLE LAKE

Fire Chief, Garrick Halteman

Bus: 928-2316

SIOUX LOOKOUT

Fire Chief, Robert Popovic

Bus: 737-2564
Ext. 7701

DRYDEN

Fire Chief, Rob Grimwood

Bus: 223-1143
Cell: 223-1177

WABIGOON

Fire Chief, Lloyd (Alan) Williams

Bus: 938-6917
Cell 221-7012

UPSALA

Fire Chief, Dan Syncox

Bus:

FUEL (DURING ELECTRICAL OUTAGE)

MASTERANGELO	Bus: 934-2267
MORGAN FUELS (DELIVERY)	Bus: 737-2250
ESSO VOYAGEUR SERVICE STATION	Bus: 934-2286
K & S PETRO CANADA SERVICE CENTRE	Bus: 934-2953

FUNERAL HOMES

MOFFAT CHAPEL - Dryden	Bus: 223-6601
DRYDEN COMMUNITY FUNERAL HOME	Bus: 221-3000

HEAVY EQUIPMENT

TOWNSHIP OF IGNACE PUBLIC WORKS
Operations Supervisor

Bus: 934-2570
Cell: 220-0888

2 - Front End loader
1 - Backhoe & Forks
1 - Grader
1 - Snow Plow with Sander
1 - Skid Steer with Bucket, Snow Blower and Fork
1 - Bulldozer
1 - 3 Ton Truck
1 - Garbage Truck 25m³

On Route
Vern Hertz

Bus: 934-6886
Cell: 938-7874

1 - Rotator
1 - Flat Deck

** Service Shop

Champion Towing
Cody Little

Bus: 204-633-8868

- 35 Ton Wreckers
1 - Flat Bed Truck with 27-foot bed
1 - Skid Steer Loader
1 - 6,000 Generator

**Service Shop

Northwest Sewage
Jack McKay

Bus: 934-6427
Cell: 938-7343

1 - Back Hoe
1 - Flat Deck Trailer with Tandem Tandem Trailer
1 - Sewage Pumper Truck (2000-gallon vac truck)
35 - Port – a – Potties

Rene Nadeau Construction

Cell: 938-8597

1 – Backhoe with Auger Attachment (30-foot depth capacity)
1 – Front End Loader
1 – Grader
1 – 10 Foot Dump Trailer
4 - Brush Saws – with up to 30-foot extension

**Snow Removal and Sanding Services

K & M Construction
Ken Fralick

Bus: 934-6364

Agimak Trucking
Allan Pesola

BUS: 938-7890

HOSPITALS

DRYDEN Regional Health Centre

223-8200

SIoux LOOKOUT Hospital

1-807-737-3030

SIoux LOOKOUT District Health Centre

1-807-737-3700

1-807-737-1802

KENORA Lake of the Woods District Hospital

1-807-468-9861

THUNDER BAY

Regional Hospital
Emergency

1-807-684-6000
1-807-684-6100

HOTELS AND MOTELS

IGNACE WHITE OTTER INN – 203 Main Street
Chetan Patel
Rooms - 20 Capacity - Approx. 64
Kitchenettes - 2

Bus: 934-6322
Cell: 647-833-1697

LONEPINE MOTEL - Sorenson Dr. on Agimak Lake
Tanya and Jeff Lederer
Rooms - 19 Capacity - 66 (Seasonal)

Bus: 934-2239

NORTHWOODS MOTOR INN - Hwy 17
A.J Patel
Rooms - 30 Capacity - 116

Bus: 934-2296

WESTWOOD MOTEL – 403 Main Street
Chris Zappitelli

Bus: 934-2978
Cell: 938-7745

Rooms - 25 Capacity – 61
Kitchenettes - 9

AGIMAK LAKEVIEW CABINS - 617 Hwy. 17
Russell McKay

Bus: 934-2891

DAVY LAKE CAMPGROUND - 400 Davy Lake Rd.
Bob & Stephanie Morin

Bus: 934-0914

ROUSSEAU'S LANDING - Hwy. 599
Jon Rousseau

Bus: 934-2360

METEOROLOGICAL OFFICE

DRYDEN Airport Bus: 937-4942

MINISTRIES (Government)

MINISTRY OF NATURAL RESOURCES & FORESTRY (MNRF)

Ignace Field Office

Kelvin Davenport, Resources Management Supervisor Bus: 934-2244

Dryden Fire Management Headquarters

George Page, Fire Management Supervisor Bus: 937-7321

Paul Chandler, Fire Operations Supervisor Bus: 937-7341

Mike Kitney, Fire Operations Supervisor Bus: 937-7279

ONTARIO PROVINCIAL POLICE Bus: 934-2265

MINISTRY OF TRANSPORTATION Bus: 934-2451

MINISTRY OF NORTHERN DEVELOPMENT & MINES Bus: 934-2260

MINISTRY OF ENVIRONMENT - Kenora 1-888-367-7622

Ministry of Environment - Thunder Bay 1-800-875-7772

Environment: Spill Reporting (24 hours) 1-800-268-6060

MINISTRY OF LABOUR 1-800-465-5016

Labour - Dryden Bus: 223-4898

MINISTRY OF ENERGY 1-416-327-6758

MINISTRY OF HEALTH 1-800-268-7507

Medical Officer of Health 1-807-468-3147

Public Health Inspector 223-3301

OFFICE OF THE FIRE MARSHAL
Fire Protection Advisor – Larry Lundy

1-800-263-7418
223-7323

NEWSPAPERS

<u>DRYDEN</u> OBSERVER - Chris Marchand - Weekly	223-2390
<u>KENORA</u> DAILY MINER NEWS - Lloyd Mack - Daily	1-807-468-5555
<u>SIOUX LOOKOUT</u> BULLETIN - Dick Mackenzie -Weekly	1-807-737-3209
<u>FORT FRANCES</u> TIMES - James R. Cummings - Daily	1-807-274-5373
<u>THUNDER BAY</u> CHRONICLE JOURNAL - Daily Clint Harris – Publisher & General Manager	1-807-344-3535
<u>RED LAKE</u> REVIEW - Weekly	1-807-727-3734
<u>SIOUX LOOKOUT</u> WAWATAY NEWS - Weekly	1-807-737-2263
<u>NORTHERN SUN NEWS</u> – Weekly	1-807-727-2888

POLICE DEPARTMENTS

IGNACE O.P.P.
Edward Chwastyk

Bus: 934-2265
Cell: 220-4325

DRYDEN O.P.P.

Bus: 223-2221
223-1137

KENORA R.C.M.P.

1-807-468-9855

RADIO STATIONS

<u>DRYDEN</u> C.K.D.R. - 92.7 FM - or 1340	223-2355
EMERGENCY NEWSROOM HOTLINE	223-7345
<u>THUNDER BAY</u> C.B.Q. - FM 100.9	1-807-625-5000
<u>WINNIPEG</u> C.B.C.	1-204-788-3743

RED CROSS

<u>DRYDEN</u> The Canadian Red Cross Society District Branch Manager - Shana Hansson	223-4751
--	----------

<u>THUNDER BAY</u> Thunder Bay Red Cross Society Coordinator, Marge Buhler-Moore	1-807-623-3073 Ext: 103 1-888-890-1997
--	--

RESTAURANTS

Northwoods Restaurant - Hwy 17 Margaret Kennard Seating Capacity: 116	934-2296
Ignace Tavern - 300 Nash St. Seating Capacity: 151 Backup Generator for Tavern	934-6441
ROBINS DONUTS (Westwood Motel)	934-2978 938-7745 (Cell)

SUBWAY - Hwy 17 934-4689
Seating Capacity: 58

SERVICE CLUBS

ROYAL CANADIAN LEGION - Front St. 934-2484
President - Allan Airth 934-6247
Seating Capacity: 230 approximately

IGNACE LIONS CLUB - Pine St. 934-0643
President – Berry Wetelainen 936-0310

IGNACE SILVER TOPS - 300 Pine St. 934-0643
President - Cheryl Manchulenko 934-2515
Seating Capacity:

SCHOOLS

IGNACE SCHOOL - Davey Lake Rd. 934-2212
Principal – Adele Marth

IMMACULEE CONCEPTION SCHOOL - 119 Lilypad Rd. 934-6460
Principal - Patricia Brusset

IGNACE NURSERY SCHOOL - 312 Pine St. 934-6696
Coordinator - Joanne Armstrong

SNOWMOBILE CLUB

IGNACE OTTERS SNOWMOBILE CLUB
President-David Buchan 220-2996

STORES

ANGLERS GIFTS, 105 Main Street 934-2254

BRAGG'S - 320 Main St. (Plaza)(Clothing) Bonnie Labuik	934-6249
CAROUSEL - Beaver Street	934-6109
SHOP-RITE - Hwy 17 Tony & Maureen Zappitelli	934-2462
GALARY – Plaza	221-8722
SIGNAL WEATHER – 326 MAIN	221-8722
PETRO SERVICE CENTRE/K&S BAITs Sandy/Kevin Twardowsky	934-2953

TABLE AND CHAIR RENTALS

TOWNSHIP OF IGNACE	934-2202
--------------------	----------

TAXI SERVICES

HALCOM	934-2515
--------	----------

TOILETS (PORTABLE)

DRYDEN - Centennial Plumbing	1-807-937-6692
IGNACE - Northwest Sewage Jack McKay	934-6427
B&M Delivery (Dryden)	

T.V. STATIONS

DRYDEN

Bus: 223-5525

THUNDER BAY

C.K.P.R.

Bus: 1-807-346-2580

C.H.F.D.

Bus: 1-807-336-2600

WINNIPEG

C.B.C.

Bus: 1-204-788-3743

Ignace Water Treatment Plant & Sewage Treatment Plant

<p style="text-align: center;">Overall Responsible Operators</p> <p>Jason LeBlanc, Chief Administrative Officer Cell: 1-807-728-3323 Office: 1-866-727-2424 Ext. 223 Fax: 1-807-727-1146 Email: jason.leblanc@nwi.ca</p> <p>Gilles Vachon, Northwest Regional Manager Cell: 1-807-728-1118 Office: 1-866-727-2424 Ext. 225 Fax: 1-807-727-1146 Email: gilles.vachon@nwi.ca</p> <p>Robert Lariviere, Director of Operations Cell: 1-807-728-0588 Office: 1-866-727-2424 Ext. 225 Fax: 1-807-727-1146 Email: gilles.vachon@nwi.ca</p> <p>Nicholas Kyle, Compliance Coordinator Cell: 1-807-728-7824 Email: nicholas.kyle@nwi.ca</p>	<p style="text-align: center;">Ignace Local Contacts</p> <p>Barry Mantle, Ignace Operations Manager Home: 1-807-934-0878 Cell: 1-807-936-0051 Email: barry.mantle@nwi.ca</p> <p>Ignace Water Treatment Plant Phone: 934-6672 Fax: 934-2805</p> <p>Ignace Water Pollution Control Plant Phone: 934-2711 Fax: 934-2805</p>
<p style="text-align: center;">Northern Waterworks - Headquarters</p> <p>Red Lake Phone: 1-807-727-2424 Red Lake Fax: 1-807-727-1146 Red Lake Address: 104 Howey Street Box 1160 Red Lake, Ontario P0V 2M0</p>	<p style="text-align: center;">Ministry of Environment Inspectors</p> <p>Aaron Causyn – Water & Sewer Email: Aaron.Causyn@ontario.ca Phone: 1-807-468-2721</p>

WELDING SERVICES

WOOD'S WELDING

Bus: 934-6363

IGNACE COMMUNITY SERVICES DIRECTORY

Agency Name	Contact	Phone Number
Aboriginal Healthy Babies Health Children	Brenda Chartrand	938-1165
Aboriginal Support Worker	Dana Caines	934-6719
Animal Control	Pam Flory	938-7351
Block Parent Committee	Joanne Armstrong	934-6696
Canadian Cancer Society - Ignace Unit		934-2590
Canadian Red Cross Society	Shana Hansson	223-4751
Child and Family Services	Christine Hampton	223-5325
Community Care Access Centre (CCAC)	Michelle Dorfman	223-5948
Community Social Worker - MBCHCH	Dana Caines	934-6719
Crisis Response Services Kenora Rainy River	Kyla Storry	223-8884
Crossroads Employment Training Resource	Jodi Waldock	934-6203
District Mental Health Services for Older Adults	Monique Watford	223-8841
Dryden Regional Mental Health and Addiction Services	Jennifer Ealey	934-2834
École Immaculée-Conception School	Patricia Brusset	934-6460
Emmanuel Church	Jeanne Bryan	934-6288
Faith Lutheran Church	Erik Thingstad	934-6678
Ignace Bowling Alley		934-0360
Ignace Volunteer Fire Department	Robert Berube	934-2211
Ignace Golf & Country Club	Vic Chassie	934-2634
Ignace Gospel Church		934-2791
Ignace Lions Club	Berry Wetelainen	936-0310
Ignace Nursery School/Toy Library	Joanne Armstrong	934-6696
Ignace Best Start Hub	Joanne Armstrong	934-6696
Ignace Public Library	Sue Gagne	747-0035

Ignace Public School	Adele Marth	934-2212
Ignace Recreation/Tourism Department	Katelyn Hamre	938-7749
Ignace Silver Tops	Cheryl Manchulenko	934-2515
Immaculate Conception Church	Father Alan Campeau	223-2602
Integrated Services Northwest-Access Services	Estelle Caines	223-2479
Integrated Services Adult Case Manager	Kathy Parenteau	223-2432
Job Connect	Tammy Oliphant	223-4006
Keewatin-Patricia District School Board Adult Education	Cyndi Cossais	ext. 29,223-5311
Kenora Area Health Access Centre	Sandra Hamon	938-1165
Legal Aid Ontario - Sioux Lookout	Andreas Asmus	737-3074
Mary Berglund Community Health Centre Hub	Heidi West	934-2251
MBCHC - Health Promotion	Yvonne Romas ext 235	934-6719
MBCHC - Food Bank	Yvonne Romas ext. 235	934-6719
Mental Health & Addiction Services	Jennifer Ealey	934-2834
Ministry Citizenship Culture and Recreation	Natasha Lovenuk	223-8682
Ministry Community & Social Services	Jennifer Esterreich	737-0061
Ministry Community Safety & Correctional	Shiree Scribner	223-3356
Ministry Education/Training/Apprentices	Sara Peters	345-8888
Ministry Natural Resources & Forestry	Kelvin Davenport	934-2233
Ministry Northern Development & Mines	Liz Norman	223-8501
Ministry of Government Services-Service ON Government Information Centre	Pam Naumann	934-2260
Ministry Training Colleges & Universities		223-2331
Northern Critters	Pam Flory	938-7351
Northwest Training and Adjustment Board	Deborah McMikos	223-3813
Northwestern Health Unit	Twyla Berube	934-2236
Nurse Practitioner - MBCHC		934-2251
Ombudsman Ontario	Attendant on Call	1-800-263-1830
Ontario Disability Support Program	Gayle Anderson	268-2970

Ontario Provincial Police	Edward Chwastyk	937-5577
Ontario Works - Ignace		934-6673
Patricia Area Community Endeavors Inc.	Shannon Wogensta	221-3293
Patricia Centre Children & Youth	Phyllis Bauldic	223-8550
Program for Problem Gambling	Receptionist	223-6678
Redemption Baptist Church	Steve Dunk	934-2627
Resolute Forest Products Ignace Saw Mill	Robert Halverson	934-2640
Service Canada - Kenora	Carol Bjarneson	467-5721
	Sylvie Walton	346-2021
Sexual Assault/Domestic Violence Care	Tania Galeotafiore	223-7427
Territorial Student Program	Colleen Lavoie	583-2010
The Community Carousel	Pam Flory	934-6247
Transitions Program - Community Living	Kari Hopp Ext 33	223-3364
Wesawkwete - OMAA Zone 1	Holly Maggrah-Pol	223-8780

Township of Ignace

EMERGENCY

PREPAREDNESS

PREPARE NOW

**& SAVE PRECIOUS TIME
WHEN IT COUNTS**



Know the Risks



Make a Plan



Get a Kit

**ARE YOU
PREPARED**

**TO TAKE CARE OF
YOU AND YOUR
FAMILY FOR**



If an emergency happens in our community, it may take emergency workers some time to reach you. You should be prepared to take care of you and your family for a minimum of 72 hours. With just a little planning, you can be prepared for any emergency.

Keep this booklet in a common space where you'll remember to grab it during an emergency.

EMERGENCY CONTACTS

Add contact information below.

FAMILY MEMBER NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FAMILY MEMBER NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FAMILY MEMBER NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FAMILY MEMBER NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FAMILY MEMBER NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

PET NAME
TYPE OF ANIMAL AND DESCRIPTION

PET NAME
TYPE OF ANIMAL AND DESCRIPTION

PET NAME
TYPE OF ANIMAL AND DESCRIPTION

FRIEND OR NEIGHBOUR NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FRIEND OR NEIGHBOUR NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

OUT OF TOWN CONTACT NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

OUT OF TOWN CONTACT NAME
CELL PHONE / HOME PHONE
WORK PHONE
ADDRESS
EMAIL

FAMILY DOCTOR NAME
PHONE NUMBERS

HOME SECURITY COMPANY NAME
PHONE NUMBERS

INSURANCE COMPANY NAME
PHONE NUMBERS

Know the Risks

Major risks in the Township of Ignace include:

- Forest / Wildland Fires;
- Hydro / Power Outages;
- Hazardous Materials / Spills;
- Gas Explosions / Fire; and
- Tornadoes.



During an emergency, it's important to follow official instructions through local media and the Township of Ignace information channels. The following information is provided by www.getprepared.gc.ca.

FOREST / WILDLAND FIRES

How To Prepare For A Fire

If your community is surrounded by brush, grassland or forest, follow these instructions to prepare your home and family for potential wildfires.

- Prepare an [emergency kit](#) (please refer to pages 17, 18 and 19 for additional details).
- Check for, and remove, fire hazards in and around your home, such as dried out branches, leaves and debris.
- Keep a good sprinkler in an accessible location.
- Learn fire safety techniques and teach them to members of your family.
- Have fire drills with your family on a regular basis.
- Maintain first-aid supplies to treat the injured until help arrives.
- Have an escape plan so that all the members of the family know how to get out of the house quickly and safely.
- Have an emergency plan so family members can contact each other

- in case they are separated during an evacuation.
- Make sure all family members are familiar with the technique of "STOP, DROP, AND ROLL" in case of clothes catching on fire.
 - Make sure every floor and all sleeping areas have smoke detectors
 - Consult with your local fire department about making your home fire-resistant.
 - If you are on a farm/ranch, sheltering livestock may be the wrong thing to do because a wildfire could trap animals inside, causing them to burn alive. Leaving animals unsheltered is preferable, or if time and personal safety permits, evacuation away from the danger zone should be considered.

What To Do During A Fire

- Monitor local radio stations (*CKDR 97.5 or 92.7 FM or 1340, Thunder Bay CBQ 100.9 FM*).
- Be prepared to evacuate at any time. If told to evacuate, do so.
- Keep all doors and windows closed in your home.
- Remove flammable drapes, curtains, awnings or other window coverings.
- Keep lights on to aid visibility in case smoke fills the house.
- If sufficient water is available, turn sprinklers on to wet the roof and any water-proof valuables.

HYDRO / POWER OUTAGES

If the power is out for you and your neighbours, report it during regular business hours to 1-800-434-1235 and after hours to 807-346-3828.

Keep your fridge and freezer doors closed. A fridge will keep contents cold for about 4 hours, while a freezer will keep contents cold 24-36 hours.

Don't use barbecues, generators or camping grills inside as the carbon monoxide they produce can be lethal. Unplug items and turn off all lights but one inside and one outside.

Turn down thermostat to minimum.

HAZARDOUS MATERIALS

In some situations, you should Shelter-in-Place (*please refer to pages 23 and 24 for additional details*). Other times, you may be instructed to go to higher elevations or evacuate the area.

If ordered to Shelter in Place:

1. Go inside or stay inside.
2. Close and seal all windows and doors.
3. Turn off air conditioning or furnace to stop air intake.
4. Monitor info channels for direction.

In all cases, you'll want to have your emergency kit close at hand.

SERIOUS GAS LEAKS / VENTILATION PROBLEMS

Do not switch on lights or any electrical equipment, including use of telephone or two-way radio. Remember, electrical arcing can trigger an explosion.

Follow evacuation procedures and immediately call 9-1-1 from a safe location.

EXPLOSION

Immediately take cover under tables, desks, and other objects which will give protection against falling glass or debris. Follow evacuation procedures after the effects of the explosion have subsided.

TORNADOES

In Your House: Go to the basement or take shelter in a small interior ground floor room such as a bathroom, closet or hallway.

At The Office: Take shelter in an inner hallway or room, ideally in the basement or on the ground floor.

Do not use the elevator.

Avoid mobile homes, vehicles, and buildings with large-span roofs such as churches, arenas or gymnasiums. Find the nearest shelter with a strong foundation or lie in a ditch and cover your head.



Make a Plan

EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

Make a Plan

Making an emergency plan will help you and your family know what to do in case of an emergency. It should take only 20 minutes.

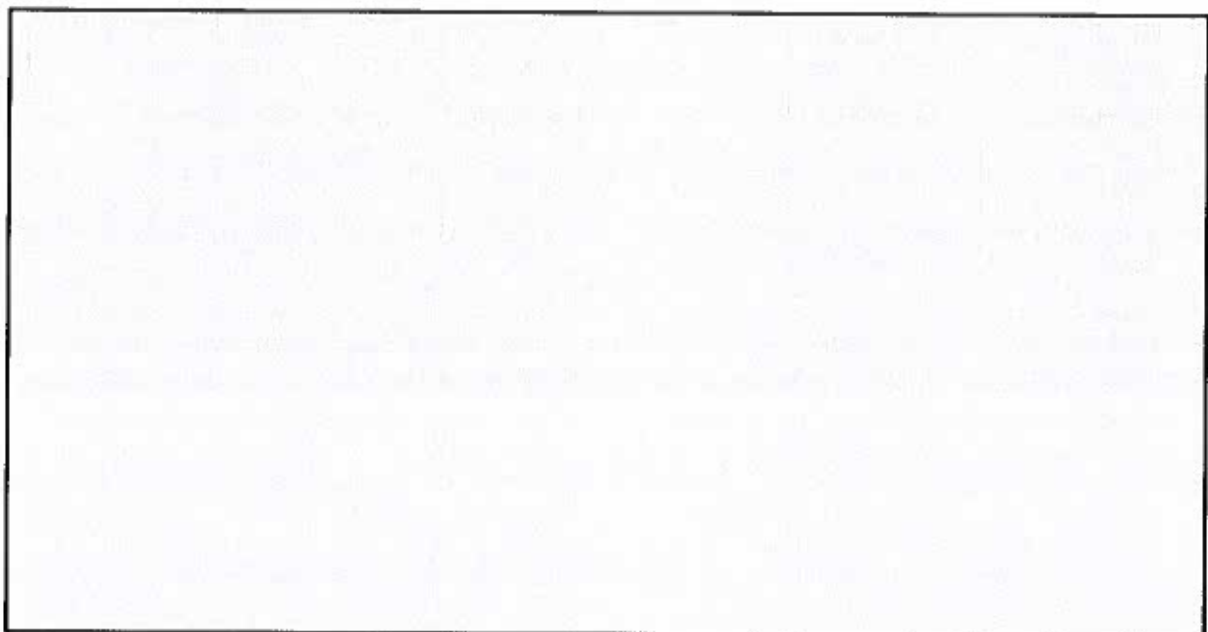
Your family may not be together when an emergency happens. Plan and discuss how to meet or contact one another. Each member should know how to reach the out-of-town contact.

Store the plan with this guide and your emergency kit in an easy-to-remember place. Photocopy the plan and put it in your vehicle(s) and/or workplace.

Household Plan

Gather the following info into a folder and include with emergency kit. You may also want to put these documents in a safety deposit box or give them to out-of-town friends/family.

Draw up a home floor plan to show all exits from each room – each should have two exits.





Make a Plan

EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENC
EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

Identify more than one evacuation route from your neighbourhood.

Write down a safe place where everyone should meet if you cannot go home.

1. Near home: _____

2. If you can't get near home, a place outside neighbourhood:

MAKE COPIES of birth and marriage certificates, passports, licenses, wills, land deeds and insurance. Include photos of family members in case someone is lost or goes missing.



Make a Plan

EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY EMERGENC
EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

CHILDREN

Know emergency policies at your children's school or daycare.

Find out how they will contact families.

PETS

If you need to evacuate your home, take your pet with you unless advised otherwise by local officials).

Make sure to consider your pets when you are building your 72 Hour Emergency Kit.

WORKPLACE

Learn about the emergency plans at work, including fire alarms, emergency exits and meeting points.

SPECIAL HEALTH NEEDS

Write down information to keep in your emergency kit and share with a friend, relative or co-worker:

- Accommodation needs
- Allergies
- Emergency contacts
- Family medical history
- Health screenings
- Insurance information
- Medical conditions
- Medication
- Recent vaccinations
- Surgeries



Make a Plan

EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

SAFE HOME INSTRUCTIONS

Make sure you have a working carbon monoxide detector, smoke alarm, fire extinguisher and well- stocked first aid kit.

Make sure you have a fire extinguisher on every level of your home, including one in your kitchen. Everyone in your home should know where to find the fire extinguishers. All capable adults and older children should know how to use them.

WATER VALVE LOCATION
UTILITY COMPANY PHONE NUMBER(s)
ELECTRICAL PANEL LOCATION
UTILITY COMPANY PHONE NUMBER(s)
GAS VALVE LOCATION
UTILITY COMPANY PHONE NUMBER(s)

Shut off gas only when authorities tell you to do so.



EVACUATION ORDERS

- If ordered to evacuate, take your emergency kit, wallets, personal identification for each family member and copies of essential family documents, cell phones and chargers.
- Shut off water and electricity if officials tell you to do so.
- Use travel routes specified by local authorities.
- Leave natural gas service on unless officials tell you to turn it off. It can take the gas company weeks to reconnect it in a major emergency.
- Take pets with you and lock doors.
- Contact your out-of-town contact(s).
- Check in at designated reception centre, as directed by local authorities.
- Even if you do not require reception centre assistance, registering allows local authorities to connect you with important information and supports later on.
- Call 2-1-1 for information regarding emergency updates and local services.



Get a Kit

EMERGENCY EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY EMERGENCY

GET A KIT READY

You may need to get by without power or water for 72 hours. Organize some basic supplies so they are together and easy to find and grab if you need to leave fast.

Store your kit(s) in an easy to reach place, such as a front closet.

Keep the kit(s) in a waterproof duffel bag or tote, or suitcase on wheels.

To avoid the kit(s) being too heavy, you may wish to separate the supplies into smaller containers.

You can also buy a kit at www.shop.redcross.ca and personalize it.

Update your kits including your emergency plan and contacts every year or if your family situation changes. Replace food, water and batteries with fresh supplies.





Get a Kit

EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY EMERG
EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

72-Hour Survival Kit

Food and Water

- 3-5 gallons of water (4 litres per adult, per day)
- Baby formula
- Canned or freeze-dried foods (energy bars, dried fruit)
- One manual can opener
- Instant drinks and juices
- Water purifying tablets

Warmth and Shelter

- Tent/Trailer or other shelter
- Wool-blend blankets and/or sleeping bags
- Emergency reflective blanket
- Lightweight stove and fuel / camp stove (to be used OUTDOORS ONLY)
- Hand and body warm-packs
- Poncho (large sturdy garbage bags could make a great poncho)

Tools and Equipment

- Pocket knife
- Flashlight, lantern or candles including windproof / waterproof matches
- Shovel, hatchet or axe
- Sewing kit
- Nylon rope and duct tape
- Cooking utensils
- Radio (crank and battery-powered)
- First aid kit
- Pens / pencils and writing pad
- Games and toys for children
- Whistle
- Hand sanitizer
- Water resistant duffel bag or tote to store everything in

Special Items

- Extra glasses, Prescription Medication, Assistive Devices.
- Keep copies of your emergency plan and important family records and documents in a waterproof and fireproof, portable container (passports, health cards, driver's licences, birth certificates, bank account and credit card numbers, cash in smaller bills and change, current photos of family members in the event you are separated in an emergency, extra keys for home and vehicle, cell phone, battery charger and car adaptor, etc.).



Get a Kit

EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

Vehicle Survival Kit

- Blankets
- Candle in a deep can and matches
- Extra clothing and shoes
- First aid kit with seatbelt cutter
- Duct tape
- Flashlights (crank and battery-powered)
- Food that will not spoil (energy bars)
- Radio (crank and battery-powered)
- Paper towel, toilet paper, Kleenex
- Small shovel, scraper and snowbrush
- Sand or kitty litter
- Traction mats
- Tow chain
- Compass
- Booster cables
- Fuel-line antifreeze
- Extra windshield washer fluid
- Road maps
- Warning light or road flares
- Water
- Whistle
- List of contact numbers



Get a Kit

EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY EMERGENCY EMERGENCY
EMERGENCY EMERGENCY

Pet Survival Kit

- 72-hour supply of food
- 72-hour supply of bottled water
- Bowls and a can opener
- Blankets / towels (more than one)
- Toys
- Leash, muzzle, harness
- Litter pan, litter, plastic bags and scooper
- Pet carrier
- Medical records, especially proof of vaccinations
- Medications and pet first aid kit
- Current photo of pet in the event they get lost
- Pet's feeding schedule, behavioural / medical concerns and special boarding instructions
- List of boarding facilities in the area, hotels / motels that accept pets, and friends and relatives with whom you and your pet may stay
- ID tag (make a note on your instructions that your pet is microchipped if it applies)



ALERT READY ONTARIO

Alert Ready in Ontario is part of a national service designed to deliver critical and potentially life-saving emergency alert messages to Canadians. Emergency alerts are distributed on TV, radio and compatible wireless devices to help ensure that Ontarians have the critical information they need in emergencies to take the precautions necessary to protect themselves and their families.

Wireless devices must be compatible with Wireless Public Alerting (WPA). To see if your phone is compatible, go to:
<https://www.alertready.ca/wireless/#carriers>

If your phone is not compatible, you can subscribe to receive emergency alerts by email, SMS texts and social media. To find out how, visit:
<https://www.emergencymanagementontario.ca/english/stayconnected/stayconnected.html>

Follow Alert Ready on Twitter and Facebook to receive the latest emergency information and tips on how you can best prepare for an emergency.

For additional information about Alert Ready, including frequently asked questions, visit www.alertready.ca.

USING TECHNOLOGY DURING A DISASTER

We rely on technology more and more to keep in touch with our family, friends, and colleagues with the click of a button. But what happens in the event of a major emergency? Suddenly, these tools can become vital in helping you and your family to get in touch with each other and stay informed as to what is happening as a result of the emergency.

You may find the following tips helpful regarding the use of technology during an emergency.

- If possible, use non-voice channels such as text messaging, email or social media. These use less bandwidth than voice communications and may work even when phone service does not.
- If you must use a phone, keep your conversation brief and convey only vital information to emergency personnel and/or family. This will also help conserve your phone's battery.
- Unable to complete a call? Wait 10 seconds before redialling to help reduce network congestion. **Note:** Cordless phones rely on electricity and will not work during a power outage. If you have a landline, keep at least one corded phone in your home.
- Keep extra batteries or a charger for your mobile devices in your emergency kit. Consider obtaining a solar-powered, crank or vehicle phone charger. If you do not have a cell phone, keep a prepaid phone card in your emergency kit.
- Keep your contacts up to date on your phone, email and other channels. This will make it easier to reach important contacts, such as family, friends, neighbours, child's school, doctors, or insurance agents.
- If you have a smartphone, save your safe meeting location(s) on its mapping application.
- Conserve your smartphone's battery by reducing the screen's brightness, placing your phone in airplane mode and closing apps you are not using. You never know how long a power outage will last!

Remember, in an emergency or to save a life, call 9-1-1 for help. You cannot currently text 9-1-1 in Ignace.

If you are not experiencing an emergency, do not call 9-1-1. Remember to call 2-1-1 for updates and information during an emergency.

STEPS TO FOLLOW IN CASE OF AN EMERGENCY

- 1** Follow your emergency plan
- 2** Get your emergency kit
- 3** Stay put until all is safe or you are ordered to evacuate
- 4** Follow instructions on local media





SHELTER-IN-PLACE

Know how to Shelter-in-Place

You may be instructed to Shelter-in-Place if a threat to your safety exists outside. This means you must remain inside your home, office or other building and take actions to protect yourself there.

Local authorities will advise you to stay in your home or shelter-in-place until the emergency is over.

Emergencies that require shelter-in-place include:

- A hazardous substance in the air
- A tornado
- A severe winter storm
- An earthquake
- Event that could harm the public

General Shelter-in-Place

- Go inside and remain inside your home, office, school or other building.
- Follow instructions from local authorities.
- If possible, stay in an interior room away from windows and doors.
- Remain inside until emergency officials advise it's safe.

Shelter-in-Place due to an air quality threat, such as smoke from a fire

- Go inside and remain inside your home, office, school or other building.
- Follow instructions from local authorities, close and lock all windows and exterior doors.
- Turn off all fans, heating and air conditioning systems to avoid drawing in outside air.
- Get your emergency kit, including radio.

- Go to an interior room without windows, preferably above ground level. In the case of a chemical threat, an above-ground location is preferable because some chemicals are heavier than air and may seep into basements even if the windows are closed. Listen to instructions from local authorities.
- If no interior room is available, stay away from windows and outside doors.
- If you have a fireplace, close the damper.
- Use duct tape or wet cloths to seal cracks around doors, windows and vents.

Shelter-in-place due to a tornado or other weather-related event with the exception of flooding

- Go inside and remain inside your home, office, school or other building.
- Go to the basement or an interior room on the lowest level.
- Stay away from windows and exterior doors.
- If possible, avoid parts of the building that could have something fall on them such as overhanging branches.
- If possible, cover your head with something.
- Don't leave until local authorities have advised it's safe or the weather warning has been lifted for your area.



RESOURCES

211 Ontario North

<http://www.hydroone.com/stormcenter3/>

www.getprepared.ca

www.emergencymanagementontario.ca

www.theweathernetwork.com

<http://weather.gc.ca/warnings/indexe.html?prov=son>

www.ontario.ca/flooding

<http://forms.hpechu.on.ca/web/>

LEARN MORE

ENVIRONMENT CANADA

www.weatheroffice.gc.ca

PUBLIC SAFETY CANADA

www.getprepared.ca



READY TO RESPOND EMERGENCY ACTION PLAN

Incident/Event Name: _____

Date: _____

Date Prepared: _____

Time Prepared: _____

Operational Period: From: _____ To: _____

Objectives/Priorities: What high-level activities are necessary to complete during this next operational period?

1.			
RELATED TASKS		RESPONSIBLE	

2.			
RELATED TASKS		RESPONSIBLE	

3.			
RELATED TASKS		RESPONSIBLE	

4.			
RELATED TASKS		RESPONSIBLE	

5.			
RELATED TASKS		RESPONSIBLE	

Recommended By: _____

Approved By: _____

Date/Time Approved: _____

Distribution: Mngmt Team

Planning

EOCG Personnel

Other: _____



Township of Ignace
34 Highway 17 West, PO Box 248, Ignace, ONTARIO P0T 1T0
Phone: 807-934-2202 Fax: 807-934-2864
ignace.ca

DECLARATION OF EMERGENCY

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

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

Signed: _____

Title: _____

Date: _____

Time: _____

In the Township of Ignace

By-Law or Resolution Number: _____

NOTE: Please fax this form to the EMO Duty Officer at (416) 314-0474



READY TO RESPOND
EOCG and SUPPORT / ADVISORY STAFF
CHECK-IN / CHECK-OUT TRACKING TOOL

Event:					Date:	
Operational Period:	From: To:		Check-In Location:			
Print Name	Agency / Organization	Check-In	EOC Assignment		Check-Out	
			Section	Position		
Prepared by:						



READY TO RESPOND

Evacuation Tracking Tool

This tool facilitates the work of the Emergency Operations Control Group and other support/advisory staff in tracking and recording the evacuation of our residents. It includes information pertaining to the date and times of sign-in and sign-out, and locations to which residents will go and/or have chosen to go.

Name			
Phone		Email	
Day / time out		Day / time in	
Evacuation Location			
Address			
Contact person			
Phone		Email	

Name			
Phone		Email	
Day / time out		Day / time in	
Evacuation Location			
Address			
Contact person			
Phone		Email	



Township of Ignace

34 Highway 17 West, P.O. Box 248 Ignace, ON P0T 1T0
Phone: 807-934-2202 Fax: 807-934-2864 Website - ignace.ca

December 15, 2020

Jeff Coull, Director of ICT
Northwestern Ontario Innovation Centre
Box 398
2400 Nipigon Road
Thunder Bay, ON
P7C 4W1

Dear Mr. Coull,

RE: Ignace, ON Fibre-To-the-Home Project

Please accept this letter of support from the Corporation of the Township of Ignace for the Ignace fibre-to-the-home project.

We recognize the importance of this project to our community and the need to continue to address gaps in connectivity because of the impact on safety, quality of life, and economic diversification and sustainability. Accessibility to broadband infrastructure is a key foundation to community economic development. Whether supporting access to information, health services, business connectivity or keeping connected on social media, broadband connectivity is a necessity.

Ignace will benefit directly from the project through increased capacity for high speed broadband services. These services provide the community with valuable increased speed and access particularly in this COVID-19 atmosphere of Virtual meetings and Social Media connections, ensuring that our residents and businesses have the quality of life and convenience that broadband connectivity provides.

We are looking forward to working with you on this important initiative.

Sincerely,

Penny Lucas, Mayor
plucas@ignace.ca
(807)220-0217

Letter to the Editor of the Kenora Miner and News submitted December 8, 2020

The December 3rd Kenora Daily Miner editorial titled "NWHU Needs Lesson in Transparency" requires response. The editorial is at best uninformed and misleading, and, at worst willfully misinforming and malicious.

To be uninformed at this stage of the pandemic and after months of transparent messaging from Northwestern Health Unit (NWHU) in many forms and from many platforms is surprising. Months ago the NWHU Medical Officer of Health, Dr. Kit Young Hoon, explained the legalities, science, and ethics behind information released related to the geographic location of cases – and in those explanations are the transparently stated reasons as to why some information is not released. The pandemic is dynamic as are the number and locations of cases in our region. The announcement of case location specifics, as explained by Dr. Young-Hoon many times, may vary if the numbers and specific situations change. It is misleading to ignore or be dismissive of the legal and other parameters under which NWHU and the Medical Officer of Health work and to which they are held accountable.

It is also misleading to quote one of 19 mayors in the region and seemingly pass that off as the opinion of all mayors in our area. Dr. Young Hoon holds bi-weekly update calls with all NWHU Mayors, Councillors, and CAOs who wish to attend and takes as much time as necessary to answer all questions. Dr. Young Hoon has also taken time to reach out and speak individually to many mayors. The opinion of mayors is not uniform.

It is egregious to use clichés such as 'information is power' and 'needs a lesson in transparency' in an under-researched editorial opinion piece that may mislead members of the public and lessen confidence in our public health system when we need it most. This is willful disinformation.

In the concluding paragraph in the editorial misinformation continues by stating, "...Premier Doug Ford's plan to slash funding to health units across the Province may be a good idea". The Premier's Provincial Government isn't proposing to slash funding to public health, instead they have enacted changes which transfer more of the cost for funding public health to the municipal property tax base to reduce Provincial costs. It is neither a good idea to slash public health costs nor is it a good idea for municipal taxpayers to be obligated to pay more property tax dollars for health care, a Provincial responsibility.

The final statement in the editorial, "...it's not like the Northwestern Health Unit is doing much to help us navigate this pandemic", is malicious and demeans the extraordinary work being done throughout this pandemic by our NWHU staff. As Chair of the Board of Health for the NWHU, I can express the Board's complete confidence in and support for our Medical Officer of Health and the hardworking staff of the Health Unit across the region.

Sioux Lookout Mayor Doug Lawrance
NWHU Board of Health Chair





**Northwestern
Health Unit**

www.nwhu.on.ca

Letter to the Editor of the Kenora Miner and News submitted December 8, 2020

Dear Editor,

It is imperative that COVID-19 case numbers consider the balance between respecting privacy and ensuring that the public is informed in order to protect themselves. Unfortunately the opinion article dated December 3rd failed to consider the complex nuances related to communications of case numbers.

All health units in the province are legally bound by *the Personal Health Information Protection Act*. To ensure consistency with the legislation and guidelines from the Information and Privacy Commissioner of Ontario, we determined that cases had to be announced for the four regions in the catchment area of NWHU. We also reviewed how case information is released by other local public health agencies and noted that our current approach is similar or provides even more detailed information than others.

The Personal Health Information Protection Act is a powerful piece of legislation and recognizes the social importance of privacy. Although we have repeatedly promoted kindness and support for people diagnosed with COVID-19, we have been informed that some have suffered unnecessary hardship from being ostracized or made to feel unsafe.

Threats to privacy can threaten all of us. Negative stigma combined with unreliable privacy would be a disincentive to come forward for testing. If individuals avoid getting tested, cases are less likely to be found and COVID-19 becomes more challenging to control.

We do and will continue to release information that is useful to the public. If there was an increasing number of cases that suggest that there is a higher risk or possibility of community transmission, we will identify the area at a smaller geographic level.

Other than in the Kenora area, case numbers in other communities have been zero or fairly small which means that the risk of COVID-19 is *currently* low. Releasing the actual number for each community is not useful and does not change the level of risk. A community with zero cases does not mean that there is zero risk. Some people with COVID-19 do not show symptoms, some may not get tested, and people are infectious before symptoms start.

Waiting for a known test result is too late for prevention, which is why NWHU has said to assume that COVID-19 is in your community and take the appropriate precautions at all times. It is not meant to induce fear; it is meant to promote and encourage safety.





Mary Berglund
Community Health Centre
Centre de santé communautaire
CΣ9·Δσb L4PP·ΔbΓb

Working Together for a Healthy Community!

Box 450, 1100 Main Street
Ignace, Ontario P0T 1T0
Phone (807) 934-2251
Admin Phone (807) 934-6719
Fax (807) 934-6552
Medical Records Fax (807) 934-2848
www.maryberglundchc.com

Township of Ignace
PO Box 248
Ignace, ON
P0T1T0

Dear Mayor and Council

Subject: Cross Country Skiing

The Mary Berglund Community Health Centre Hub has surveyed the community to determine if there was an interest in cross country skiing in Ignace. To date, we have compiled a list of 15-20 households who have expressed interest in groomed trails.

We are currently pursuing partnership opportunities with the Ignace Snowmobile Club, Ignace Golf and Country Club, and the Township of Ignace to discuss the possibility of establishing cross country ski trails at the Ignace Golf and Country Club.

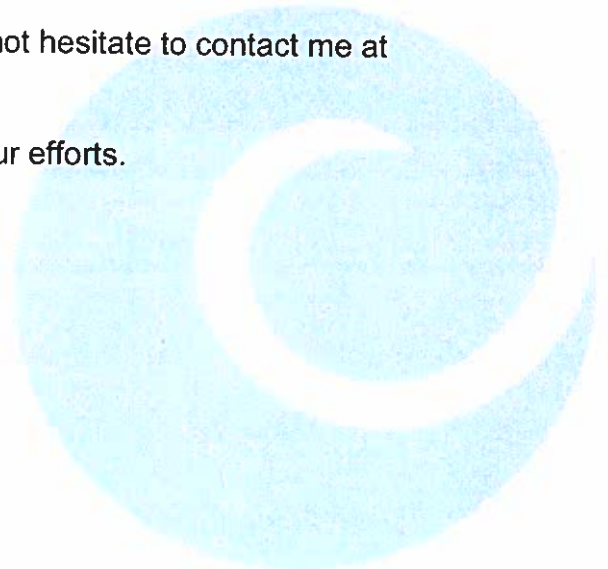
The MBCHC currently has eight sets of adult skis and six sets of youth skis available for public use. Once a need is recognized the intent would be to acquire additional equipment to encourage participation in the sport.

In support of this initiative, we are asking for your permission to establish cross country ski trails at the Ignace Golf and Country Club. We would like to establish and groom a trail that follows the cart path in order to protect the integrity of the greens.

If you have any questions or concerns please do not hesitate to contact me at 934-2290 or by email at mbchcp@bellnet.ca

With thanks for your consideration in supporting our efforts.

Yvonne Romas
Health Promoter



November 30, 2020



To: Mayor and Council

From: Ignace Silver Tops

Re: Ignace Community Well Being Fund

As requested by council a break down of the money requested for the viral learning program.

This program would run four months and open to all seniors in Ignace.

**Wages 6000.00 Internet equipment updated 1000.00 Supplies
7000.00 Rent on hall 2000.00**

We would hire two instructors (jobs would be advertised) to provide services three times per week. The supplies would include the purchase of twelve lpads and equipment required by instructor. As we would be required by the present health guidelines and to avoid close contact some visual equipment will be necessary such as a projector, flip chart. This equipment would be made available for other users after the program is over. As required extra cleaning of the hall before and after sessions would be done.

The Silver Tops Hall is owned and managed by the Silver Tops but is used by most of the residents of Ignace. Our monthly meetings, The Lions Club, Senior Housing Committee, Cemetery Committee, Holiday celebrations, Anniversaries, Birthdays, Funeral Luncheons, Weekly affordable luncheons, fund raising, Town Hall Meetings, Bingo, Exercise classes (instructor provided by The MBCHC open to all), Training courses, and for elections (voting) when required, and probably some I have missed mentioning. It is also the only handicap accessible hall in Ignace.

It is so important to keep this hall operational.

Our world is changing and many seniors in our community are struggling to stay up with modern times. Learning to use a computer is vital to their health and well being. We need the help and the funding to move us along.

Thank You,

Ignace Silver Tops