

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN**

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ACRONYM'S  
FOUND IN THE FOLLOWING TEXT

EMO=	Emergency Management Organization
REOC=	Regional Emergency Operations Center
EOC =	Emergency Operations Center
J.E.P.P.=	Joint Emergency Preparedness Program
IC =	Incident Commander
ICS =	Incident Command System
IMT =	Incident Management Team
RUCC =	Regional Unified Command Group
REMP=	Regional Emergency Management Planning Committee
REMO=	Regional Emergency Management Officer
EOCG=	Emergency Operations Center Group ?

**EMERGENCY MANAGEMENT  
ACT**

CHAPTER 8

OF THE

ACTS OF 1990

Amended 2005, c. 48, ss. 106; 2007, c.s. 2; 2009, c. 12

**An Act to Provide for a prompt  
and coordinated Response  
to a State of Emergency**

**Short title**

This act may be cited as the Emergency Management Act, 1990 c. 8, s. 1; 2005, c. 48, s. 1

**Interpretation**

**2. In this act.**

(a) repealed 2005, c. 48,s. 2

(b) “Emergency” means a present or imminent event in respect of which the Minister or a municipality as the case may be, believes prompt coordination of action or regulation of person or property must be undertaken to protect property or the health, safety or welfare of people in the Province.

(c) “Emergency Management Office” means the Emergency Management Office established pursuant to the Public Service Act

(d) “Emergency management plan” means any plan, program or procedure prepared by the Province or a Municipality, as the case may be, that is intended to mitigate the effects of an emergency or disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence;

(e) “Fire Marshall” means the Fire Marshall appointed pursuant to the Fire Prevention Act;

(f) “Mayor or Warden” includes an alderman or councilor acting in the stead of the mayor or warden, as the case may be:

(g) “Minister” means the Minister of Emergency Management;

(h) “Municipality” means a city, an incorporated town or a municipality of a county or district;

(i) “Police officer” means a member of the Royal Canadian Mounted Police and a police officer of the municipality;

( J ) “ state of emergency” means a state of emergency declared by the Minister or renewed by the Minister pursuant to this Act;

(k) “state of local emergency” means a state of local emergency declared by a municipality or renewed by it pursuant to this Act.1990, c. 8, s. 2; 2005, c. 48, ss. 2, 6.

### **Act prevails and Ministers authority**

3 (1) Where there is a conflict or inconsistency between this Act, or the regulations and any other enactment respecting emergencies, this Act and the regulations prevail.

(2) The Minister has authority over all matters respecting emergency planning, preparedness, response, mitigation, recovery and emergencies in the Province.

(3) The Ministers authority under subsection (2) includes

(a) the general supervision and management of this Act;

(b) the coordination of emergency management plans within the Province; and

(c) authority to delegate powers vested in the Minister by or pursuant to this Act.2009, c. 12, s. 1.

### **Emergency Management Office**

(4) The Emergency Management Office has and shall exercise and perform such powers and duties as are vested in it by or under this Act and those assigned to it by the Minister.2005, c. 48, s. 3.

### **Advisory committee appointed by Governor in Council**

(5) The governor in Council may appoint, from among the members of the Executive Council, a committee to advise the Governor in Council matters relating to emergencies.1990, c. 8, s. 5.

### **Executive Emergency Management Committee**

5A (1) There shall be an Executive Emergency Management Committee consisting of

(a) The Minister, who is the Chair;

(b) the Deputy Minister of Treasury Board;

(c) the Deputy Minister of the Office of the Province;

(d) the deputy Minister of Justice;

(e) the Chief Executive Officer of the Emergency Management Office;

(f) such experts as appointed by the Minister.

(2) The Executive Emergency Management Committee shall provide oversight and direction to the Minister regarding emergency preparedness response, mitigation and recovery. 2009, c. 12,. S. 2.

### **Advisory committees appointed by Emergency Management Office**

**6** (1) The Emergency Management Office may appoint such committees as it considers necessary or desirable to advise or assist the Emergency Management Office, the Minister or the governor in Council.

(2) A member of a committee appointed pursuant to subsection (1) may, if the member is not an employee of Her Majesty or an agency thereof, be paid such remuneration and expenses as the governor in Council determines. 1990, c. 8, s. 6; 2005, c. 48, s. 6.

### **Agreements and acquisition of property**

7 (1) Subject to the approval of the governor in council, the Minister may, on behalf of the Province,

(a) enter into agreements with the Government of Canada, a Province or a Municipality, a state of the United States of America, or an agent of any of them, in respect of Emergency Management plans or provision of emergency services;

(b) enter into agreements with a board, commission, agency or Crown cooperation of the Government of Canada, of a province or of a municipality, or an agent of any of them, in respect of emergency management plans;

(c) enter into agreements with the Government of Canada and the Worker's Compensation Board for the administration and payment of compensation benefits to persons engaged in training or carrying out duties related to a state of emergency or a state of local emergency;

(d) acquire, by purchase or lease, real and personal property for the purpose of administering the Emergency Management Office.

(1A) Subject to the regulations, a person sent to the Province under an agreement entered into under clause (a) of subsection (1). Who holds a license, certificate or permit respecting the person's profession, trade or other qualifications from a jurisdiction that is a party to the agreement is deemed to be similarly qualified in the Province when providing assistance during a state of emergency or a state of local emergency.

(2) The Workers Compensation Board may execute and administer an agreement referred to in this system. 1990, c.7; c. 48. ss. 6.

### **Powers of Emergency Management Office**

8. The Emergency Management Office may, subject to the approval of the Minister,

(a) review and approve, or require modification to Provincial and municipal emergency management plans;

(b) make surveys and studies to identify and record actual and potential hazards that may cause an emergency;

(c) make surveys and studies of resources and facilities to provide information for the effective preparation of emergency management plans;

(d) conduct public information programs related to the prevention and mitigation of damage during an emergency;

- (e) conduct training and training exercises for the effective implementation of emergency management plans;
- (f) procure food, clothing, medicines, equipment and goods of any nature or kind for the purpose of emergencies;
- (g) authorize or require the implementation of any emergency plan;
- (h) enter into agreements with any persons, organizations in respect of emergency management Plans, 1990, c. 8, s.8; 2005, c. 48, s.6.

### **Powers of Minister**

The Minister may

- (a) divide the Province into districts and sub districts for the purpose of this act;
- (b) after consultation with the municipalities concerned, designate a combination of municipalities or parts thereof as a municipality for the purpose of this Act and determine the respective responsibilities of municipalities in the designated area;
- (c) require municipalities to prepare emergency management plans, including mutual aid programs, and to submit such plans to the Emergency Management Office for review for adequacy and integration with the Provincial emergency management plans;
- (d) establish procedures for the prompt and efficient implementation of emergency management plans;
- (e) require any person to develop emergency management plans in conjunction with the emergency management office or the municipalities to remedy or alleviate any hazard to persons or property that is or may be created by
  - (I) a condition that exists or may exist on that persons property,
  - (II) that persons use of property;
  - (III) an operation in which that person is or may be engaged, or
  - (IV) a process that that person is or may be utilizing,

Except where an enactment of the Province, or a municipal by-law provides a procedure for dealing with the hazard. 1990,c. 8, s. 9; 2005, c. 48,s.6

### **Medal for long service**

9A(1) In recognition of a significant contribution to the protection of persons and property by a member of a ground search and rescue crew or other persons involved in the provision of emergency services, the Minister or person designated by the Minister, on the recommendation of the Emergency Management Office, may issue a medal for long service.

(2) Where the Minister or the designate has issued a medal for long service, the Minister or the designate, on the recommendation of the Emergency Management Office, may issue a bar for further service to accompany the medal. 2007, c. 10,s.2.

### **Powers and duties of Municipalities**

10 (1) Within one year after the coming into force of this Act, each municipality shall

- (a) subject to the approval of the Minister, establish and maintain a municipal emergency by-law;
- (b) establish and maintain a municipal emergency management organization;
- (c) appoint a coordinator of the municipal emergency management organization and prescribe the duties of the coordinator which shall include the preparation and coordination of emergency management plans for the municipality;
- (d) appoint a committee consisting of members of the municipal council to advise it on the development of emergency management plans; and
- (e) prepare and approve emergency plans.

(2) The municipality may

- (a) pay the reasonable expenses of members of the organization or members of the committee appointed pursuant to clause (b) or (d) of subsection (1);
- (b) enter into agreements with and make payments to persons and organizations for the provision of services in the development and implementation of emergency management plans;
- (c) enter into an arrangement or agreement with any other municipality respecting a common organization, plan or program;
- (d) appropriate and expend sums approved by it for the purpose of this section. 1990, c. 8, s. 10; 2005, c. 48, s. 6.

### **Municipality to report emergency**

10A Every municipality shall, immediately upon becoming aware of it, inform the Emergency Management Office of any real or anticipated event or emergency that could impact the health, safety or welfare of Nova Scotians, their property or the environment. 2009, c. 12, s. 3.

### **Police**

11 (1) The Minister may appoint persons trained for police duties as auxiliary police officers for the purpose of this Act.

(2) Police officers and auxiliary police officers have such powers, duties and responsibilities as the regulations prescribe and shall be organized and operate in accordance with the regulations.

(3) A police officer or auxiliary police officer, in carrying out duties pursuant to this Act and the regulations, has and may exercise in any part of the Province all of the powers, authorities and immunities of a peace officer as defined in the criminal code (Canada)

(4) The protection afforded by this Act and any other enactment to a police Officer or auxiliary police officer extends to any other person while and to the extent that that person is in the course of assisting a police officer or auxiliary police officer under the police officer's or auxiliary police officer's direction. 1990. c. 8, s. 11.

### **State of emergency or state of local emergency**

12 (1) The Minister, after consulting, if it is practical to do so, with a majority of the members of a committee established pursuant to section 5 or a quorum of the Executive Council and, if the Minister is satisfied that an emergency exists or may exist, may declare a state of emergency in respect of all or any district, sub district or area of the Province.

(2) A municipal council may, when satisfied that an emergency exists or may exist in all or any area of that municipality, declare a state of local emergency in respect of that municipality or area thereof.

(3) If a municipal council is unable to act promptly, the mayor or warden may exercise the authority of the municipal council contained in subsection (2) after consulting, if it is practical to do so, with a majority of the members of the council's committee to advise on the development of emergency management plans.

(4) A declaration pursuant to this Section shall identify the nature of the emergency and the area in which it exists.

(5) Nothing in this section prevents the Minister from declaring a state of emergency whether a state of local emergency has been declared or not. 1990, c. 8, s. 48, s. 6.

### **Publication of declaration or termination**

13 When a state of emergency or a state of local emergency has been declared or terminated pursuant to this Act, the Minister or the municipality, as the case may be, shall immediately cause the details of the declaration or termination to be communicated or published by such means as the Minister or the municipality, respectively, considers the most likely to make the contents of the declaration or termination known to the people of the area affected. 1990, c. 8, s. 13.

### **Protection of property and health or safety**

Upon a state of emergency being declared in respect to the Province or an area thereof, or upon a state of local emergency being declared in respect to a municipality or an area thereof, the Minister may. During the state of emergency, in respect of the Province or an area thereof, or the mayor or warden, as the case may be, may, during the state of local emergency, in respect of such municipality or an area thereof, as the case maybe, do everything necessary for the protection of property and the health or safety of persons therein and, without restricting the generality of the foregoing, may

(a) cause an emergency management plan or any part thereof to be implemented;

- (b) acquire or utilize or cause the acquisition or utilization of personal property by confiscation or any means considered necessary;
- (c) authorize or require a qualified person to render aid of such type as that person may be qualified to provide;
- (d) control or prohibit travel to or from an area or road, street or highway;
- (e) provide for the maintenance and restoration of essential facilities, the distribution of essential supplies and the maintenance and coordination of emergency medical, social and other essential services;
- (f) cause or order the evacuation of persons and the removal of livestock and personnel property threatened by an emergency and make arrangements for the adequate care and protection thereof;
- (g) authorize the entry by a person into any building or upon land without warrant;
- (h) cause or order the demolition or removal of anything where the demolition or removal is necessary or advisable for the purpose of reaching the scene of an emergency, of attempting to forestall its occurrence or of combating its purpose;
- (i) order the assistance of persons needed to carry out the provisions mentioned in this section;
- (j) regulate the distribution and availability of essential goods, services and resources;
- (k) authorize and make emergency payments;
- (l) assess damage to any works, property or undertaking and the costs to repair, replace or restore the same;
- (m) assess damage to the environment and the costs and methods to eliminate or alleviate the damage.  
1990, c. 8, s. 14; 2005, c. 48, s.6.

#### **Duty of mayor or warden and delegation of section 14 powers**

**15 (1)** Upon declaring a state of local emergency, a mayor or warden, as the case may be,

- (a) shall immediately forward a copy of the declaration to the Minister; and
- (b) may authorize any person or committee to exercise any power vested in the mayor or warden, respectively, by section 14.

(2) Upon declaring a state of emergency, the Minister may authorize any person or committee to exercise any power vested in the Minister by section 14. 1990, c. 8, s. 15.

#### **Prices**

**16 (1)** During a state of emergency or a state of local emergency, no person in the Province may charge higher prices for food, clothing, fuel, equipment, medical or other essential supplies or for the use of property, services, resources, or equipment than the fair market value of the same thing immediately before the emergency.

(2) A contract that is contrary to subsection (1) is voidable at the opinion of the purchaser if the purchaser repudiates the contract within one month after the termination of the state of emergency or state of local emergency. 1990, c. 8, s. 16

### **Fires and law enforcement**

17 During a state of emergency,

(a) the Fire Marshall is the coordinator of all efforts in relation to the suppression and prevention of fires, and every fire brigade, fire department and fire fighter in the area in which the state of emergency exists is subject to the direction and control of the Fire Marshall; and

(b) a peace officer designated for this purpose by the Solicitor General is the coordinator of all efforts in relation to law enforcement and every police officer and auxiliary police officer in the area in which the state of emergency exists is subject to the direction and control of that officer. 1990, c. 8, s. 17.

### **Termination of state of emergency or state of local emergency**

18 (1) During a state of emergency.

(a) the Fire Marshall is the coordinator of all efforts in relation to the suppression and prevention of fires, and every fire brigade, fire department and firefighter in the area in which the state of emergency exists is subject to the direction and control of the Fire Marshall; and

(b) a peace officer designated for this purpose by the Solicitor General is the coordinator of all efforts in relation to law enforcement and every police officer and auxiliary police officer in the area in which the state of emergency exists is subject to the direction and control of that officer. 1990, c. 8, s. 17.

### **Termination of state of emergency or state of local emergency**

18 (1) The Minister may

(a) terminate a state of emergency with respect to an area identified by the Minister in a declaration of a state of emergency when, in the Minister's opinion, an emergency no longer exists in such area; and

(b) terminate a state of local emergency with respect to an area identified by a municipality in its declaration of a state of local emergency when, in the Minister's opinion, an emergency no longer exists in such area.

(2) A municipality may terminate a state of local emergency with respect to an area identified by it in its declaration of a state of local emergency when, in its opinion, an emergency no longer exists in such area. 1990, c. 8, s. 18.

### **Termination within fourteen days and renewal**

19 (1) A state of emergency terminates fourteen days after the day on which it was declared unless it is renewed or terminated by the Minister,

(2) A state of emergency may be renewed by the Minister with approval of the Governor in Council.

(3) The provisions of this act respecting a state of emergency and the declaration thereof apply, with the necessary changes, to a renewal of a state of emergency. 1990, c. 8, s. 19.

### **Termination of state of local emergency and renewal**

20 (1) A state of local emergency terminates

(a) when the area identified by the municipality in its declaration of state of local emergency is included in an area identified by the Minister in a declaration of a state of emergency;

(b) when it is terminated by the Minister or by the municipality;

(c) seven days after the day on which it was declared unless it is renewed in accordance with this act.

(2) A state of local emergency may be renewed by the municipality with the approval of the Minister.

(3) The provisions of this act respecting a state of local emergency or the declaration thereof apply, with the necessary changes, to a renewal of a state of local emergency, 1990, c. 8. s. 20.

### **No liability**

The Minister, a mayor or warden, a municipality, the Emergency Management Office, a committee established pursuant to this Act or a member thereof, or any other person

(a) is not liable for any damage arising out of any action taken pursuant to this Act or the regulations; and

(b) is not subject to any proceedings by prohibition, certiorari, mandamus or injunction with respect to any action taken pursuant to this Act or the regulations. 1990, c. 8, s. 21; 2005, c. 48, s. 6.

### **Entry upon property**

(22) Any person in the course of implementing an emergency plan pursuant to this Act or the regulations may, at any time, enter upon any property. 1990, c. 8, s. 22; 2005, c. 48, s. 6

### **Offence of obstruction**

(23) Any person who obstructs the Minister, a Municipality, the Emergency Management Office, a committee established pursuant to this Act or any person in the performance of any action, matter or thing authorized by this Act or who contravenes or fails to comply

(a) with any provision of this Act or any regulation; or

(b) with any direction, order or requirement made pursuant to this Act or the regulations, is guilty of an offence and liable on summary conviction

(c) in the case of an individual, to a fine not exceeding ten thousand dollars,

(d) in the case of a corporation, to a fine not exceeding one hundred thousand dollars, or to imprisonment of not more than six months or both. 1990, c. 8, s. 23; 2005, c. 48, s. 6; 2009, c. 12, s. 4.

### **Additional penalty**

23A In addition to any penalty imposed under section 223, a court may increase the fine imposed on a person by an amount equal to the financial benefit that was acquired by or that accrued to the person as a result of the commission of the offence. 2009, c. 12, s. 5.

### **Absence from employment**

Every person who with proper authority is absent from that person's accustomed employment and is on duty authorized by the Minister or by the council of a municipality for the purpose of this Act shall, while so absent, for all purposes relative to retention of employment, of seniority rights and of superannuation benefits, be deemed to have been in that person's accustomed employment during the period of absence. 190, c. 8, s. 24.

### **Regulations**

25 (1) The Governor in Council may make regulations

- (a) respecting emergency planning for the continuity of functions of departments, boards, commissions, corporations and other agencies of the Province;
- (b) respecting the vesting of special powers and duties in various departments and agencies of the Province for the purposes of emergency planning and the implementation of emergency management plans;
- (ba) respecting the recognition of the professional, trade or other qualifications of persons sent to the Province by another jurisdiction under an agreement entered into under clause (a) of subsection (1) of Section (7) during a state of emergency or state of local emergency;
- (bb) requiring municipalities to assess their level of preparedness and report their findings to the Emergency Management Office;
- (bc) respecting the emergency planning, evaluation, and level of preparedness required of municipalities;
- (bd) respecting emergency plans to be submitted by municipalities to the Emergency Management Office;
- (c) respecting the organization, responsibilities, powers, duties and operation of police officers and auxiliary police officers throughout the Province or any part thereof for the purpose of this Act;
- (ca) respecting emergency planning, evaluation and reporting for non- government entities;
- (d) respecting authority to be delegated pursuant to this Act;
- (e) prescribing the forms to be used for a declaration of a state of emergency and renewals and termination of the same;
- (f) respecting the establishment, operation, liability and responsibilities of ground search and rescue organizations;
- (g) prescribing renewal periods for state of emergency;

- (h) defining any word or expression used in this Act but not defined herein;
- (i) respecting any matter or thing that the Governor in Council deems necessary for the administration of this Act.
- (2) The exercise by the Governor in Council of the authority contained in subsection (1) shall be regulations within the meaning of the Regulations Act.
- (3) An order or regulation made under this Act may be made retroactive to the date in the order or regulation.
- (4) Notwithstanding the Regulations Act, an order or regulation made under this Act during a state of emergency or a state of local emergency comes into force immediately on the signing by the Governor in Council or by the person who makes it, unless some other time is stated as being the time when it comes into force. 1990, c. 8, s. 25; 2005, c. 48, ss. 5, 6; 2009, c. 12, s.6

### **Repeal**

26 Chapter 145 of the Revised Statutes, 1989, the Emergency Measures Act, is repealed. 1990, c. 8, s. 26.

### **Proclamation**

This Act comes into force on and not before such day as the Governor in Council orders and declares by Proclamation. 1990, c. 8, s. 27.

Proclaimed – July 31, 1990  
In force – November 1, 1990

### **Note:**

**The original electronic version can be seen at the Municipal Office**

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**Municipality of the County of Richmond  
Emergency Planning**

**1 GENERAL.**

**The Municipality of the County of Richmond has a responsibility to plan for emergencies which may endanger the health and welfare of people or the security of the environment and property.**

**2 AIM:**

**This plan designates responsibilities and immediate action to be taken by key responders in the event of an emergency. This will help ensure a quick, coordinated response so as to minimize the effects of the emergency**

**BY — LAW #50**  
**MUNICIPAL EMERGENCY MEASURES BY – LAW**

**The Council of the Municipality of Richmond County, under the authority vested in it by the municipal Act, R.S.N.S. 1989, C.295, OR THE Towns Act, R.S.N.S. 1989, C .472 and the Emergency Measures Act, S.N.S. 1990, C.8, S.10, enacts as follows:**

**SHORT TITLE**

1 This by-law may be cited as the “Emergency Measures By-Law”

**INTERPRETATION**

2 In this By- Law,

- (A) “Act” means the Emergency Measures Act, R.S.N.S. 1990, C. 8;
- (B) “Council” means the council of the Municipality of Richmond County ;
- (C) “Councilor” means a member of the council;
- (D) “Director” means the director of the emergency Measures Organization;
- (E) “Emergency” means a present or imminent event in respect of which the Municipality believes prompt co- ordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people in Nova Scotia;
- (F) “Mayor”, means a mayor of a town of the municipality or an alderman or councilor acting in the stead of the Mayor;
- (G) “Minister” means the member of the Executive Council to whom is assigned the administration of the Act and regulations;
- (H) “Municipal Emergency Measures Plans” means plans, programs or procedures prepared by the municipality that are intended to mitigate the effects of an emergency or disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence;
- (I) “Municipal Emergency Measures Planning Committee” means the advisory committee established pursuant to this By –Law;
- (J) “Municipal Emergency Measures Coordinator” means the person appointed by council pursuant to this By-Law;

- (K) “Municipal Emergency Measures Organization” means the organization established pursuant to this By-Law;
- (L) “Municipal Emergency Measures Planning Committee” means the committee established pursuant to this By –Law;
- (M) “Municipality” or “Municipal” means a city, an incorporated town or a municipality of a county or district and in this by-law specifically means The Municipality of the County of Richmond.
- (N) “State of Emergency Regulations” means regulations approved by the governor in Council by order in Council 92-61, Regulation 17/92, as amended from time to time;
- (O) “State of local Emergency” means a state of local emergency declared by a municipality of a county or district pursuant to the act or renewed by the municipality pursuant to the act and regulations made pursuant thereto and this by-law;
- (P) “Warden” means the warden of the Municipality or an alderman or councilor acting in the stead of the warden.

**MUNICIPAL EMERGENCY MEASURES ORGANIZATION**

- 3 (1) The Council hereby establishes a Municipal Emergency Measures Organization.
- (2) The Municipal Emergency Measures Organization shall consist of the following persons and committees:
  - (A) A Municipal Emergency Measures Advisory Committee;
  - (B) A Municipal Emergency Measures Coordinator; and
  - (C) A Municipal Emergency Measures Planning Committee.

**MUNICIPAL EMERGENCY MEASURES ADVISORY COMMITTEE**

- 4 (1) The Municipal Emergency Measures Advisory Committee shall be appointed by Council from its members for such term as the council deems necessary.
- (2) The Municipal Emergency Measures Advisory Committee shall at all times consist of no fewer than two councilors.
- (3) The Municipal Emergency Measures Advisory Committee shall
  - (a) advise Council on the development of municipal emergency measures plans;

- (b) present municipal emergency measures plans to council;
- (c) brief council developments during a local state of emergency; and
- (d) perform such other duties as may be required by the council

#### **.MUNICIPAL EMERGENCY MEASURES COORDINATOR**

- 5
- (1) The Municipal Emergency Measures Coordinator shall be appointed for such term as the Council deems necessary.
  - (2) The Municipal Emergency Measures Coordinator may be paid reasonable expenses for work incurred under this by-law.
  - (3) The Municipal Emergency Measures Coordinator shall:
    - (A) chair the Municipal Emergency Measures Planning Committee;
    - (B) coordinate and prepare municipal emergency measures plans;
    - (C) following a declaration of state of local emergency, prescribe, as necessary, duties to be fulfilled by employees, servants and agents of the municipality; and
    - (D) perform such other duties as may be required by the council.

#### **MUNICIPAL EMERGENCY MEASURES PLANNING COMMITTEE**

- 6
- (1) The Municipal Emergency Measures Planning Committee shall be appointed by council for such term as the council may prescribe.
  - (2) The Municipal Emergency planning committee shall consist of the chief or head of every municipal department or agency which is assigned emergency related functions under municipal emergency measures plans and, where no department or agency exists, a qualified person to represent that group.
  - (3) The Municipal Emergency Measures Planning Committee shall include, but not be limited to, persons responsible during an emergency to provide:
    - (A) income assistance;
    - (B) law enforcement;
    - (C) fire control services;
    - (D) engineering services;
    - (E) health services

- (F) community services;
- (G) transportation;
- (H) communication;
- (I) public information;
- (J) utilities;
- (K) financial services; and
- (l) Legal services.

**(4) The Municipal Emergency Measures Planning Committee shall;**

- (A) assist the Municipal Emergency Measures Coordinator in the preparation and co-ordination of municipal emergency measures plans;
- (B) advise the municipal Emergency Measures Advisory Committee on the development of municipal emergency measures plans;
- (C) upon request, assist the Municipal Emergency Measures Advisory Committee in the presentation of municipal emergency measures plans to council; and
- (D) perform such other duties as may be required by the Municipal Emergency Measures Advisory Committee or the council.

**AGREEMENTS**

- 7 (1) Subject to preliminary approval of Council, the Municipal Emergency Measures Planning Committee may, as part of municipal emergency measures plans, negotiate an agreement to be approved by the Council or person designated by the Council with the Government of Canada, the Province of Nova Scotia, a Municipality, city or town, or any other agency or any person.
- (2) Any agreement negotiated under subsection (1) is not binding until it is approved by council.

**DUTY OF COUNCIL**

- 8 (1) The Council shall review and evaluate Municipal Emergency Plans, presented to it by the Municipal Emergency Measures Advisory Committee.
- (2) The Council may specify additional duties to be fulfilled by the Municipal Emergency Measures Advisory Committee, the Municipal Emergency Measures Coordinator and the Municipal Emergency Measures Planning Committee.

- (3) The Council may appropriate and expend monies;
  - (A) To pay reasonable expenses of members of the Municipal Emergency Measures Advisory Committee, the Municipal Emergency Measures Coordinator and the Municipal Emergency Measures Planning Committee; and
  - (B) To fulfill the terms and conditions of an agreement approved by the Council pursuant to section 7.

#### **DECLARATION OF STATE OF LOCAL EMERGENCY**

- 9 (1) The Council shall declare a state of local emergency by completing form 4, attached to the state of emergency regulations.
- (2) The Mayor or Warden, as the case may be, acting under section 12 (3) of the act shall complete form 5 attached to the state of local emergency regulations.
- (3) With the approval of the minister, the council may renew a state of local emergency by completing form 6 attached to the state of emergency regulations.
- (4) The Council may terminate a state of local emergency by completing form 7 attached to the state of emergency regulations.
- (5) A copy of a declaration signed under this section shall immediately be delivered or faxed to the minister and the director.

#### **NOTICE PROVISION**

- 10 Following the signature of a declaration under section 9 the Council shall immediately cause the details of the declaration or termination to be communicated or published by such means as the Council considers the most likely to make the contents of the declaration or termination known to the people of the area affected.

#### **DUTIES DURING A STATE OF LOCAL EMERGENCY**

- 11 Following the issuance of a declaration under section 9 and for the duration of the state of local emergency.
  - (a) Every councilor shall keep the council posted respecting their whereabouts; and
  - (b) Every employee, servant and agent of the municipality who has a key role to play in such emergencies as identified in the municipal emergency measures plans shall:
    - (1) advise the Municipal Emergency Measures Coordinator of their whereabouts, and
    - (2) fulfill such duties as may be prescribed by the Municipal Emergency Measures Coordinator.

This is to certify that the foregoing By-Law is a true copy of a By-Law duly passed at a duly called meeting of the Municipality of the County of Richmond duly held on the 10<sup>th</sup> day of May, 1993.

Given under the hands of the Warden and Clerk under the seal of the Municipality this 13<sup>th</sup> day of May, 1993.

NOTE:

This declaration was signed by	Terence R. B. Donahue	Minister
	Madeline Libbus	Warden
	Louis Digout	Clerk

Original Copy is at the Richmond County Municipal Office

## **EMERGENCY MANAGEMENT COORDINATOR**

### **Position guidelines**

1. Co-ordinates emergency planning for the Municipality, with industry and institutions within municipal boundaries.
2. Advises Warden and council, respecting emergency management issues and the municipality's state of emergency preparedness.
3. Maintains the municipal emergency plan, keeps current.
4. Ensures the Emergency Operations Center is prepared for use.
5. Conducts emergency management activities as directed by Council.
6. Facilitates, designs and conducts emergency training and exercises.
7. Collaborates with Zone Controller to identify candidates for local / Arnprior training.
8. Participates in the planning process for emergency plans for the municipality's Homes for special care, with EMO Nova Scotia. Liability risk very high, do not put your signature to any of these plans.
9. Prepares, reviews and evaluates municipal Joint Emergency Preparedness Program ( J.E.P.P.) submissions to forward to EMO, NS
10. Liaises with Zone controller (and EMO NS if required.)
11. Conduct hazard assessments and risk analysis.
12. Increase public awareness through education for emergency preparedness.
13. Develops and maintains an inventory list of resources available for a response.
14. Promotes and maintains MOU's, within their jurisdictions for a collaborative response to an emergency.
15. Chair planning committee meetings.
16. Mitigation and recovery.
17. Letter of understanding with school board for use of schools and buses.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Bylaw # 51--- Term of office of members of Richmond County ---- Port Hawkesbury  
Joint Development commission**

**Passed at a meeting of Municipal Council held on April 13, 1992**

**Recommended for approval with amendments.**

The bylaw which was adopted at a meeting of Municipal Council held on April 13, 1992, is approved, pursuant to section 29 of the Municipal Affairs Act, with the following amendments:

1. Section 1 (a) is amended in line 2 by deleting the word “enactment” and substituting therefore the words “approval of the Minister”.
2. Section 1 (b) is amended in line 4 by inserting immediately after the word “council” the words “the Warden or member as the case may be”.
3. Section 1 (b) is amended in lines 8 and 9 by deleting the words, numbers and symbols “by virtue of paragraph 1 (a) above” and substituting therefore the words “pursuant to this section”.
4. Section 1 (b) is amended in line 9 by inserting immediately after the word “shall” the punctuation and words, “in accordance with this bylaw”.

**James G. MacLean  
Council**

Dated at Halifax, Nova Scotia, This 7<sup>th</sup> day of May, 1992.

**Brian Young  
Minister of Municipal Affairs**

Original copies can be seen at the Municipal Office County of Richmond.

**BY—LAW NUMBER 51**

**RESPECTING**

**THE TERM OF OFFICE OF MEMBERS OF THE**

**RICHMOND COUNTY—PORT HAWKESBURY JOINT DEVELOPMENT COMMISSION**

1. (a) Municipal Council shall, at its first regular meeting following the enactment of this By-law and at its annual meeting in each year, appoint the Warden and two of its members to constitute the Municipality's representatives to the Richmond County ---- Port Hawkesbury joint Development Committee.
- (B) When the Warden or a member of Municipal Council, who is appointed as a member of the Richmond County—Port Hawkesbury Joint Development Commission ceases to be a member of the Municipal Council shall be deemed to have resigned as a member of the Richmond County Port Hawkesbury Joint Development Commission. When A vacancy occurs on the Richmond County—Port Hawkesbury Joint Development Commission by virtue of paragraph 1 (a) above Council shall at its first regular meeting after such vacancy occurs, appoint another person to be a member of the Richmond County – Port Hawkesbury Joint Development Commission in place of the person who has ceased to be a member.

This is to certify that the foregoing  
By-Law is a true copy of a By-Law  
Duly passed at a duly called meeting  
Of the Municipality of the County of  
Richmond duly held on the 13<sup>th</sup> day  
Of April, 1992.

GIVEN under the hands of the Warden  
and Clerk and under the seal of the  
Municipality this 21<sup>st</sup> day of April, 1992.

Madaline Libbus      Warden

Louis Digout      Clerk

Original Documents can be seen at the  
Richmond County Municipal Office.



## **MUNICIPALITY OF THE COUNTY OF RICHMOND DEFINITIONS**

**Disaster:** A real or anticipated occurrence such as a disease, pestilence, fire, flood tempest, explosion, enemy attack, sabotage, or release of any commodity which endangers the health, safety and welfare of the population, property or the environment.

**Emergency:** A present or imminent event that requires the prompt coordination of action or regulation of persons or property to be undertaken to protect the health, safety or welfare of people, or to limit damage to property or the environment.

**Emergency Site:** The actual damaged area at the scene of the emergency.

**Emergency Site – Incident Commander(IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. He/she may be appointed by the Municipality following acceptable ICS protocols.

**Incident Command Systems (ICS):** A standardized on-scene emergency management system specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and function agencies, both public and private, to organize field-level incident operations.

**Incident Types, ICS definitions;** based on complexity, Type 5 least complex, Type 1 the most complex.

### **Type 5 incident:**

\* **Resources:** One of two single resources with up to six personnel. Command and General Staff positions (other than Incident Command) are not activated.

\***Time Span:** Incident is contained within the first operational period and often within a few hours after resources arrive on scene. A verbal Incident Action Plan (IAP) is required. No written IAP other than form 201.

### **Type 4 Incident:**

- **Resources:** Command Staff and General Staff functions are activated (only if needed). Several resources are required to mitigate the incident, possibly including a Task Force or Strike Team. The agency administrator may have briefings to ensure the complexity analysis and delegation authority are updated.
- **Time Span:** Limited to one operational period in the control phase. No written Incident Action Plan(IAP) is required, but a documented operational briefing (ICS) Form 201) will be completed for all incoming resources.

## Municipality of the County of Richmond

### **Type 3 Incident**

**Resources:** When capabilities exceed initial attack, the appropriate ICS positions should be added to match the complexity of the incident. Some or all of the Command and General Staff positions may be activated, as well as Division or Group Supervisor and/or Unit Leader Positions. An Incident Management Team (IMT) or Incident command organization manages the initial action incidents with a significant number of resources and an extended attack incident until containment/control is achieved.

**Time Span:** The incident may extend into multiple operational periods and a written incident Action Plan may be required for each operational period.

### **Type 2 Incident**

**Resources:** Regional and/or national resources are required to safely and effectively manage the operations. Most or all Command and General Staff positions are filled. Operations personnel typically do not exceed 200 per operational period and the total does not exceed 500. The agency administrator/official is responsible for the incident complexity analysis, agency administrator briefings and written delegation of authority.

**Time Span:** The incident is expected to go into multiple operational periods. A written Incident Action Plan is required for each operational period.

### **Type 1 Incident**

**Resources:** This type of incident is the most complex to safely and effectively manage and operate. All Command and General Staff positions are activated. Operations personnel often exceed 500 per operational period and total personnel will usually exceed 1000. Branches need to be established. The agency administrator/official will have briefings and ensure that the complexity analysis and delegation of authority are updated. There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions. There may be Provincial or National resource support. A declaration of a State of Emergency may be made by the appropriate jurisdiction.

**Time Span:** The incident is expected to go to multiple operational periods. A written Incident Action Plan is required for each operational period.

**Regional Emergency Operations Center (REOC):** The location designated to be used as the “control center” for the municipal emergency response to an emergency.

**REOC Incident Command (IC):** A Municipal Chief Administrative Officer or designate, he/she is responsible for all activities within the Municipal Emergency Operations Center, when activated to support operations at emergency site(S) within the Municipality.

**Regional Unified Command Group (RUCG):** Consisting of a “senior elected municipal official and a suitable alternate” from each municipal unit with the mandate to oversee development and maintenance of the Regional Emergency Response Plan and related duties.

**Regional Emergency Management Planning Committee (REMPC):** Representatives from agencies with emergency related functions, including police, fire, health and community services, transportation, Communications, public information, etc. This committee is to assist with Municipal Emergency Planning and provide support to the emergency site.

**REMO Director:** A member of the RUCG appointed to act on behalf of the RUCG members. He/she assumes the role of the (normally one) Mayor/Warden in the REOC.

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
ROLES AND RESPONSIBILITIES  
WARDEN**

1. On receipt of the warning of a real or potential emergency or disaster, the Warden shall:
  - (a) Occupy the Wardens office located at the primary or alternate Emergency Operations Center.
  - (b) Upon the recommendation of the Emergency Management Coordinator and Council, make and sign a declaration of a state of local emergency.
  - (c) If required, renew the declaration every seven days.
  - (d) Exercise all powers necessary as conferred by the Emergency Management Act once a Declaration has been made.
  - (e) Authorize the expenditure of Municipal funds
  - (f) Advise and continuously update Council of the current emergency situation.
  - (g) When safe and appropriate, visit the emergency site or sites.
  - (h) When required brief the media.
  - (i) When necessary, inform the public of significant developments.
  - (j) Ensure appropriate information is passed on to Provincial authorities.
  - (k) Terminate the local state of emergency when the emergency no longer exists.

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
ROLES AND RESPONSIBILITIES**

**CHIEF ADMINISTRATION OFFICER**

1. On receipt of a warning of a real or potential emergency or disaster the CAO shall:
  - (a) activate the emergency Operations Control Group emergency alerting system in whole or in part,
  - (b) report to the Emergency Operations Center,
  - (c) activate the emergency plan in whole or in part,
  - (d) advise and continuously update the Warden on the current emergency situation,
  - (e) assume the responsibilities as the Emergency Center Manager,
  - (f) appoint an agency to manage the emergency site or sites,
  - (g) Coordinate the Municipal response as per emergency plan,
  - (h) Cooperate with other Municipal Departments, adjacent Municipalities and other applicable agencies
  - (i) Approve the activation of Mutual Aid , when required,
  - (j) determine whether Municipal resources are adequate or if additional resources are required,
  - (k) recommend Provincial Emergency Management Organization when required,
  - (l) Advise the Warden and Council of any necessary actions that should be taken that are not covered in the emergency plan,
  - (j) Maintain a log of all actions taken, to include personnel involved, dates and time.

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
ROLES AND RESPONSIBILITIES**

**EMERGENCY MANAGEMENT COORDINATOR**

1. On receipt of the warning of a real or potential emergency or disaster, the Emergency Management Coordinator shall:
  - (a) Activate the Emergency Management Organizations Emergency Alert system,
  - (b) Report to the Emergency Operations Center {EOC},
  - (c) provide emergency response equipment,
  - (d) act as liaison with the County of Richmond and the Nova Scotia Emergency Management Organization,
  - (e) make arrangements to support the Emergency Operations Control Group,
  - (f) recommend to the Emergency Organization Center Manager the activation of Mutual Aid, when required,
  - (g) act as the EOC Operations Officer,
  - (h) activate, alert and coordinate the response of volunteer organizations,
  - (i) coordinate the response of radio logical response teams, as required,
  - (j) maintain a log of all actions taken, to include personnel involved, Dates and time.

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
ROLES AND RESPONSIBILITIES**

**Public Information Officer**

**Responsibilities:**

- \* Arrange for media facilities
- \* Establish communications with Emergency Operations Center
- \* Gather, Process and disseminate information to the media
- \* Communicate information to the public when necessary
- \* All information released by the Public Information Officer will be in the form of statements from the Warden. The Warden shall consult with the emergency operations control group when preparing statements.
- \* Maintain log of all actions

**Immediate Actions**

- 1 ) Establish facilities for media
- 2 ) Establish communications with Emergency Operations Center
- 3 ) Coordinate dissemination of public information

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
ROLES AND RESPONSIBILITIES**

**PUBLIC WORKS**

The responsibility of the public works department during an emergency is to:

- Activate Municipal services Emergency Response Systems
- Provide municipal equipment and personnel as required.
- Provide a list of equipment, supplies, construction companies, private contractors and engineering services.
- Arrange for necessary tests to determine the degree of any potential hazard from explosive, flammable, or toxic agents, and arrange for the elimination of same.
- Disconnect, or arrange to have disconnected, any services (utilities) that represent a hazard.
- Provide assistance in clean-up operations and repair damages where there is a municipal responsibility.
- Arrange for emergency lighting where required.
- Provide alternate sources of water when required.
- Provide alternate sanitation facilities when required.
- Restore essential services.
- Act as liaison with Nova Scotia Power, Aliant, Eastlink etc.

**The responsibilities of the Engineering Services representative or alternate at the REMO-EOC  
When activated are to:**

- Maintain an up – to – date listing of special equipment such as backhoes, bulldozers, generators, trucking equipment, pumps, excavators, air-compressors, cranes, construction materials, portable toilets, etc
- Advise the REOC-IC or REOC Command Staff on all matters relative to Public Works activities, including lists of resources and contacts, mutual aid agreements, Public Works procedures and related issues.
- Assume any of the “General Staff” positions within the Regional Emergency Operations Center for which qualified, at the request of the EOC-IC.
- Maintain a record of all actions taken.

**OFFICE OF THE FIRE MARSHALL**

Halifax Office  
PO Box 697  
Halifax NS  
B3J 2T8  
Phone 902-424-5721  
Fax 902-424-3239

Port Hawkesbury Office  
400 Reeves ST .unit 128  
Port Hawkesbury, NS  
B9A 2R5  
Ph. 902-625-4273  
fax. 902-625-4044

**Subject: Role of the Fire Marshall during a declared emergency**

Comments:

The following is a short version of the roles and responsibilities of the Office of the Fire Marshall during a declared state of emergency.

**The Emergency Measures act states:**

17 during a state of emergency

(a) The Fire Marshall is the coordinator of all efforts in relation to the suppression and prevention of fires, and every fire brigade, fire department and firefighter in the area in which the state of emergency exists is subject to the direction and control of the Fire Marshall.

In lay persons terms, the Fire Marshall or his designate (Deputy Fire Marshall) coordinates the operations and resources of any and all fire departments involved in the declared emergency area during the term of the declared state of emergency. All equipment and personnel are subject to the direction and control of the Fire Marshall. This could also involve the coordination of the fire department resources from outside the declared emergency area to cover off those areas served by the departments directly involved in the declared area. In reality, what this means, is that the Fire Marshall works with the fire service to ensure that all resources are utilized in as an effective and efficient manner as possible at the time. However, the Fire Marshall does have the power and authority to assume direct control of fire prevention and suppression operations should the need arise.

Hope this helps to clarify the role of the Office of the Fire Marshall during such an event.

Yours truly

David Candow  
Deputy Fire Marshall  
Port Hawkesbury Office

## MUNICIPALITY OF THE COUNTY OF RICHMOND

### FIRE

#### **The responsibility of the Fire Service in an emergency is to:**

- Conduct fire fighting and rescue operations.
- Establish on-site command center.
- Determine needs and arrange for support services, including fire resources, emergency medical, Hazard response units, water supply. Propane suppliers when appropriate, etc..

#### **The responsibility of the REMO Fire service representative/alternate when the Regional EOC is activated is to;**

- Advise the REOC-IC or REOC Command staff on all matters relative to the Fire Service, including lists of resources and contacts, mutual aid agreements, fire fighting procedures and operations and related issues.
- Assume any of the “General Staff” positions within the Regional Emergency Operations Center for which qualified, at the request of the EOC-IC.
- Maintain a record of all actions taken.

**NOTE:** In addition to the normal role of fire suppression, the fire service is responsible for rescuing trapped or injured people in some non-fire situations. The fire service also has a responsibility to contain and mitigate the effects of hazardous material spills.

A very efficient alerting system exists for all fire departments. The procedures to be followed are: call Canso Dispatch (Highland Mobile Radio) **Emergency Number 902- 625-0911**. Non emergency 902- 625-3090. State the nature of your call and the on call person will page the Departments which are required.

The Fire Chief or designate of the fire department within the disaster area along with the President of Strait Area Mutual Aid will report to the Emergency Operations Center to coordinate fire fighting activities. If the disaster is wide spread and involves two districts, both fire departments, will be represented in the Emergency Operations Center. If the disaster is widespread and involves more than two fire jurisdictions, the Fire Chiefs of the effected areas will appoint a representative to coordinate all fire fighting activities.

If the need arises, Fire departments belonging to Strait Area Mutual Aid will provide fire fighting support.

Due to the close proximity of these areas to the County Line, some resources from Cape Breton, or Inverness Counties may be used.

**For a list of fire departments, Chiefs and Deputy Chiefs, go to section 5 page 6**

## MUNICIPALITY OF THE COUNTY OF RICHMOND

### RCMP

#### Responsibilities:

- \* First Officer on scene alert hospitals, ambulances and medical aid.
- \* Crowd control.
- \* Establish and maintain perimeter around disaster site.
- \* Control flow of traffic.
- \* Conduct evacuation
- \* Provide security of evacuated site.
- \* If any deaths, alert coroner and assist in establishing temporary morgue if needed.
- \* Ensure dangerous goods agencies are notified.
- \* Maintain log of all actions taken.

#### Immediate Actions:

- 1) The RCMP have an alerting system defined in their emergency plan. The RCMP plan dictates immediate actions which this plan will not interfere with.
- 2) NCO of the detachment within disaster site (**Most senior officer, if disaster involves more than one detachment**) will report to the emergency operations center.
- 3) Coordinate RCMP emergency activities.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Social Services— Director or Alternate:**

Responsibilities:

- \* Emergency feeding (evacuees / emergency volunteer workers)
- \* Emergency lodging of evacuees.
- \* Emergency clothing
- \* Registration and inquiry services
- \* Personal services such as clergy and social workers
- \* Coordinate response of volunteer organizations directly involved with Social Services
- \* Maintain log of all actions taken

Immediate Actions:

- 1) Start emergency alerting system
- 2) Report to the Emergency Operations Center
- 3) Coordinate emergency activities.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Health– Public Health Nurse, designated or alternate.**

**Responsibilities:**

- \* Provide information on any health hazard which could be passed on to people.
- \* Oversee water quality checks.
- \* Co-ordinate first aid on the scene.
- \* Co-ordinate collection and distribution of casualties to hospitals.
- \* Co-ordinate ambulances, real and improvised.
- \* Provide list of hospitals, doctors, nurses, equipment and ambulances.
- \* Remain in contact with hospitals.
- \* Maintain log of all actions taken.

**Immediate Actions:**

- 1) Start emergency alerting system.
- 2) Report to the emergency Operations Center.
- 3) Co-ordinate Emergency health Activities.

**FORM 1**

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EVACUATION WARNING**

**Problem:**

As we continue to monitor the \_\_\_\_\_ in the \_\_\_\_\_ Area we are concerned that it may be necessary for residents to leave on very short notice. We are therefore providing this warning so that you may prepare yourself and your family to leave immediately if requested to do so.

**Where to go:**

So that emergency responders know everyone is safely evacuated we will be asking you to check in at the \_\_\_\_\_ Phone # \_\_\_\_\_

Further information will be available there. Unless otherwise directed, we recommend that you transport all family members and pets in your private vehicle. If you will require transportation, contact the \_\_\_\_\_ Phone # \_\_\_\_\_

**Before leaving:**

Turn off all electrical, gas and propane and propane supply services. Close all doors and windows.

**Take:**

For your personal comfort and safety we recommend you take the following items with you:

- \* Personnel information for all family members (birth certificates; health cards; drivers license).
- \* Money (cash; cheques; debit cards, credit cards).
- \* Cell phone(s) and chargers.
- \* Medications & medical aids such as wheelchairs or walkers.
- \* House and personnel insurance information
- \* Toys, games, favourite items, for children
- \* Car seats for children that require them
- \* Change of clothing
- \* Name and phone numbers of family members and important contacts.

**Pets:**

If possible, take your household pets with you in an appropriate carrying case. Take food and any medications your pets will need for 3 days. Leashes or restraining devices should be brought with your pets. Pets should have identifying collars as appropriate.

\_\_\_\_\_  
Regional Emergency Management Organization

\_\_\_\_\_  
Municipality

**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
**EVACUATION ALERT**

This EVACUATION ALERT is to notify you of a serious **potential** danger in your area due to \_\_\_\_\_  
\_\_\_\_\_

As emergency responders continue to monitor the situation it may become necessary for residents to evacuate the area with very short notice and you are advised to be as prepared as possible. If you are notified to evacuate, you will be asked to register at a designated location.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Position: \_\_\_\_\_

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EVACUATION NOTICE**

With the emergency situation in the area of \_\_\_\_\_

\_\_\_\_\_

Due to \_\_\_\_\_

Residents are advised to evacuate the above designated area because of the imminent danger to life and property. All entry into this area will be restricted to emergency personnel only.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Time: \_\_\_\_\_

Position: \_\_\_\_\_

So that emergency responders know everyone is safely evacuated you are asked to check in at the \_\_\_\_\_

\_\_\_\_\_

Phone # \_\_\_\_\_

Further information will be available there. Unless otherwise directed, we recommend that you transport all family members and pets in your private vehicle if possible.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**FIRE**

**EVACUATION ORDER**

An emergency condition exists in the area(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Due to: \_\_\_\_\_

The Chief (or designee) of the \_\_\_\_\_ Fire Department is ordering an evacuation of the above area because of the imminent danger to life and property. All entry into the area will be restricted until further notice.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Time: \_\_\_\_\_

Position: \_\_\_\_\_

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**MUNICIPAL**

**EVACUATION ORDER**

Emergency area(s); \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Due to; \_\_\_\_\_

\_\_\_\_\_

The undersigned is satisfied that an emergency as defined in Section 2 (b) of chapter 8 of the Statued of Nova Scotia, 1990, the Emergency Management Act, exists, or may exist in the Designated Area(s) above;

Therefore an evacuation of the area(s) designated above is ordered as of and from \_\_\_\_\_ o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

All entry in the area will be restricted until further notice.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Time: \_\_\_\_\_

Position: \_\_\_\_\_

DECLARATION OF A STATE OF LOCAL EMERGENCY

SECTION 12 (2) OF THE EMERGENCY MANAGEMENT ACT, S.N.S. 1990,c.8

Whereas the area herein described is or may soon be encountering an emergency that requires prompt action to protect property or the health, safety or welfare of persons therein;

Emergency area:

The area generally described as:

\_\_\_\_\_
\_\_\_\_\_

Province of Nova Scotia (hereafter referred to as the "Designated Area(s) ) Yes ( ) No ( )

Nature of the emergency:

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

And Whereas the undersigned is satisfied that an emergency as defined in section 2(b) of chapter 8 of the Statutes of Nova Scotia, 1990, the Emergency Management Act, exists or may exist in the Designated Area(s) noted above;

The Undersigned Hereby Declares pursuant to Section 12(2) of the Emergency Management Act, a State of Local Emergency in the Municipality noted above as of and from \_\_\_\_\_ o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

This Declaration of State of Local Emergency shall exist until \_\_\_\_\_ o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in section 20 of the Emergency Management Act.

DATED at \_\_\_\_\_, in the municipality of \_\_\_\_\_, Province of Nova Scotia,

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ Council, Municipality: \_\_\_\_\_
Name: \_\_\_\_\_

MUNICIPALITY OF THE COUNTY OF RICHMOND
DECLARATION OF A STATE OF LOCAL EMERGENCY
(MAYOR/WARDEN)

Section 12(3) of the Emergency Management Act, S.N.S. 1990, c. 8

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

EMERGENCY AREA:

The area generally described as \_\_\_\_\_

Province of Nova Scotia (hereafter referred to as the "designated Area(s)") yes ( ) No ( )

Nature of the Emergency: \_\_\_\_\_

And Whereas the undersigned is satisfied that an emergency as defined in section 2(b) of chapter 8 of the Statutes of Nova Scotia, 1990, the Emergency Management Act, exists or may exist in the Designated Area(s) noted above;

And Whereas the council of the Municipality is unable to act;

And Whereas the undersigned has (check appropriate box)

- (a) Consulted with a majority of the members of the Municipal Emergency Management Committee Yes ( ) No ( )
(b) Found it impractical to consult with the majority of the Municipal Emergency Management Committee Yes ( ) No ( )

The undersigned Hereby Declares pursuant to Section 12 (3) of the Emergency Management Act, A State of Local Emergency in the Municipality noted above as of and from \_\_\_\_\_o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_day of \_\_\_\_\_,20\_\_\_\_\_.

This Declaration of State of Local Emergency shall exist until \_\_\_\_\_o'clock in the forenoon ( ) or afternoon ( ) Of the \_\_\_\_\_day of \_\_\_\_\_,20\_\_\_\_\_.or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in Section 20 of the Emergency Management Act.

Dated at \_\_\_\_\_, in the municipality of \_\_\_\_\_, Province of Nova Scotia, This \_\_\_\_\_ day of \_\_\_\_\_,20\_\_\_\_\_.

Mayor/warden's signature: \_\_\_\_\_
Municipality of: \_\_\_\_\_

MUNICIPALITY OF THE COUNTY OF RICHMOND
RENEWAL OF A STATE OF LOCAL EMERGENCY

Section 20(2) of the Emergency Management Act, S.N.S. 1990, c 8

Whereas the area herein described is or may soon be encountering an emergency that requires prompt action to protect property or the health, safety or welfare of persons therein;

Emergency Area:

The area generally described as \_\_\_\_\_

Province of Nova Scotia (hereafter referred to as the "Designated Area(s)") Yes ( ) No ( )

Nature of the Emergency: \_\_\_\_\_

And Whereas the Declaration of a State of Local Emergency was signed on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

And Whereas the undersigned is satisfied that an Emergency as defined in Section 2(b) of Chapter 8 of the Statute of Nova Scotia, 1990, the Emergency Management Act, continues to exist or may exist in the Designated Area(s) noted above;

The Undersigned hereby declares pursuant to Section 20(2) of the Emergency Management Act, a state of Local Emergency in the Municipality noted above is renewed as of and from \_\_\_\_ o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

The Renewal of a Declaration of State of Local Emergency shall exist until \_\_\_\_\_ o'clock in the forenoon ( ) or afternoon ( ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ or for a maximum of 7 days from the date and time specified above unless the Declaration is renewed or terminated as provided in Section 20 of the Emergency Management Act;

This Renewal was authorized by the Minister responsible for the Emergency Management Act, Pursuant to Section 20(2) of the Act by approval dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated at \_\_\_\_\_, in the Municipality of \_\_\_\_\_, Province of Nova Scotia, this \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Council of Municipality

In the event the Council is unable to act:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mayor/Warden

Position: \_\_\_\_\_

{ Authorized by Resolution No. \_\_\_\_\_ Dated the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ . }

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
TERMINATION OF A STATE OF LOCAL EMERGENCY**

Section 18(2) of the Emergency Management Act, S.N.S. 1990, c. 8

**Whereas** by a declaration of a State of Local Emergency dated the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, as renewed on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, a State of Local Emergency was declared for the following area:

**Emergency Area:**

The area generally described as \_\_\_\_\_  
\_\_\_\_\_

Province of Nova Scotia (hereafter referred to as the "Designated Area(s)")      Yes (  )      No (  )

**Nature of the Emergency:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**And Whereas** the undersigned is of the opinion that an Emergency no longer exists in the Designated Area(s).

**The Undersigned** pursuant to Section 18(2) of Chapter 8 of the Statutes of Nova Scotia, 1990, the Emergency Management Act, hereby terminates the State of local Emergency effective as of and from \_\_\_\_\_ o'clock in the forenoon (  ) or afternoon (  ) of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Dated** at \_\_\_\_\_, in the Municipality of Richmond, Province of Nova Scotia, this \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Council of Municipality

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

Authorized by Resolution No. \_\_\_\_\_

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**2011 Hazard Analysis**

Assessing the risks our community faces is the beginning of emergency preparedness. We must assess the circumstances and facilities in our community and try to foresee the probable effects of something going seriously wrong. The process consists of looking around our community and asking, “what would you do if...”

We should always try to keep our expectations realistic.

You should always understand that the point is not to anticipate every possible risk, but to develop systematic procedures that provide an effective response both to the emergencies you have foreseen and those you have not.

Every community has risks that are specific to it; our job is to identify those risks and provide the basis for dealing with them. Risk assessment has a secondary benefit; it is very convincing. It makes the need for sound emergency planning obvious to everyone involved in it.

## MUNICIPALITY OF THE COUNTY OF RICHMOND

### HAZARD ANALYSIS

Name of community: Richmond County

Date: March: 21.2011

Name: Cecil Frost

Position: EMC Richmond County

How would you rate the probability of the following events in your community, within the next ten years?  
Please use the following six point scale to rate the likelihood of each event occurring by circling the appropriate number.

0—not applicable

1—not likely

2—Not expected, could occur every 100 years

3—Might occur once every 20 years

4—Likely to occur every 5 to 7 years

5—Highly Probable (within 5 years)

	Rating	Rating	Rating	Rating	Rating	Rating
Blizzard or Massive Snowstorm	0	1	2	3	4	<b>5</b>
Chemical Contamination or Spill	0	1	2	3	<b>4</b>	5
Dam Break	0	<b>1</b>	2	3	4	5
Drought	0	1	2	<b>3</b>	4	5
Earthquake	0	1	<b>2</b>	3	4	5
Electric Power Blackout	0	1	2	3	4	<b>5</b>
Epidemic	0	1	2	3	<b>4</b>	5
Flash Flood	0	<b>1</b>	2	3	4	5
Forest or Brush Fire	0	1	2	3	4	<b>5</b>
Freezing Ice Storm	0	1	2	3	4	<b>5</b>
Hurricane	0	1	2	3	4	<b>5</b>
Major Frost and Freeze	0	1	2	<b>3</b>	4	5
Major Gas Line Break	0	1	2	<b>3</b>	4	5
Major Hail Storm	0	1	2	<b>3</b>	4	5
Major Industrial Explosion	0	1	2	3	<b>4</b>	5
Major Urban Fire	0	1	<b>2</b>	3	4	5
Major Water Main Break	0	1	2	<b>3</b>	4	5
Massive Automobile Wreck	0	1	2	<b>3</b>	4	5
Mine Disaster	<b>0</b>	1	2	3	4	5

<b>Hazard</b>	<b>rating</b>	<b>rating</b>	<b>rating</b>	<b>rating</b>	<b>rating</b>	<b>rating</b>
Mud or Landslide	<b>0</b>	1	2	3	4	5
Oil Spill	0	1	2	3	4	<b>5</b>
Pipeline Explosion	0	1	2	<b>3</b>	4	5
Plane Crash	0	1	2	3	<b>4</b>	5
Radiation Fallout	0	1	<b>2</b>	3	4	5
River Flood	0	1	2	3	<b>4</b>	5
Ship Disaster	0	1	2	3	<b>4</b>	5
Smog Episode	0	1	<b>2</b>	3	4	5
Tornado	0	<b>1</b>	2	3	4	5
Tsunami or Tidal Wave	0	1	<b>2</b>	3	4	5
Waste Disposal Problem	0	1	<b>2</b>	<b>3</b>	4	5
Water Pollution	0	1	2	3	4	<b>5</b>
Water Shortage	0	1	2	3	<b>4</b>	5
Telephone Failure	0	1	2	3	4	<b>5</b>
Storm Surge	0	1	2	3	4	<b>5</b>

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**PUBLIC INFORMATION ALERTING SYSTEM**

**SHOULD AN INCIDENT OCCUR WHICH REQUIRES INFORMATION TO BE PASSED ON TO RESIDENTS OF RICHMOND COUNTY. THE EMERGENCY MANAGEMENT ORGANIZATION FOR RICHMOND COUNTY WILL USE LOCAL MEDIA TO ALERT THE RESIDENTS OF ANY POTENTIAL EMERGENCIES, SUCH AS A SEVERE WEATHER WARNING OR FOREST FIRE. IT WILL ALSO INFORM RESIDENTS OF SELF HELP INSTRUCTIONS SUCH AS EVACUATION ROUTES, PROTECTIVE MEASURES TO BE TAKEN AND WHERE THE NEAREST EMERGENCY SHELTERS ARE LOCATED.**

**IN THE EVENT OF A POWER OUTAGE OR RESIDENTS THAT DO NOT RECEIVE THE LOCAL TELEVISION NETWORKS (TELLILE, OR ST. PETER'S CABLE) OTHER METHODS WILL BE USED TO ALERT THESE RESIDENTS, SUCH AS USING THE LOCAL FIRE DEPARTMENTS, SEARCH AND RESCUE PERSONNEL OR THE R.C.M.P. GOING DOOR TO DOOR. THE LOCAL RADIO STATIONS WILL ALSO BE USED TO ALERT RESIDENTS.**

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**EMERGENCY MANAGEMENT COORDINATOR:**

NAME	PHONE NUMBERS		
Cecil Frost		1-902-345-2055	
21 Silver Oak Drive	Cell	1-902-227-5896	
P.O. Box 371	<b>Canso Dispatch</b>	<b>1-902-625-0911</b>	<b>Emergency</b>
Louisdale NS B0E 1V0	Canso Dispatch	1 902- 625-3090	Non emergency
		cfrost@richmondcounty.ca	

**ASSISTANT EMERGENCY MANAGEMENT COORDINATOR:**

NAME	PHONE NUMBERS		
Terence Terrio		1-902-535-2374	
9375 Pepperell ST.	Cell	1-902-631-3486	
P. O. Box 285	<b>Canso Dispatch</b>	<b>1 902-625-0911</b>	<b>Emergency</b>
St. Peter's NS B0E 3B0	Canso Dispatch	1-902-625-3090	Non emergency
	<b>E-Mail</b>	<b>emoterrio@gmail.com</b>	

**When calling Canso Dispatch to contact either of the above personnel state your name and the nature of your call. Canso dispatch has our page numbers and will page us in an emergency.**

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**ALERTING SYSTEM**

**911  
CANSO DISPATCH  
625-0911**

<b>FIRE</b>	<b>911</b>	<b>POLICE</b>	<b>911</b>
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<b>EMC</b>	<b>RICHMOND COUNTY</b>	<b>AEMC</b>	<b>RICHMOND COUNTY</b>
	<b>CECIL FROST</b>		<b>TERENCE TERRIO</b>
<b>HOME PHONE:</b>	<b>902-345-2055</b>	<b>HOME PHONE:</b>	<b>902-535-2374</b>
<b>CELL:</b>	<b>902-227-5896</b>	<b>CELL:</b>	<b>902-631-3486</b>

**Eastern Region**

<b>Warden</b>	<b>D. Warden</b>	<b>CAO</b>		<b>Public Health</b>	<b>Social service</b>	<b>Public Works</b>	<b>D.O.T.</b>
<b>Victor David</b>	<b>Shirley MacNamara</b>	<b>Warren Olson</b>		<b>Monique Samson</b>	<b>Michael Melnick</b>	<b>Chris Boudreau</b>	<b>Terry White</b>
	<b>226-2151</b>	<b>226-2400</b>		<b>625-2944</b>	<b>625-4000</b>	<b>625-2400</b>	<b>625-4050</b>
<b>226-2400</b>	<b>227-7609</b>					<b>227-8474 cell</b>	
				<b>JoAnne DeCoste</b>	<b>Coordinator Eastern Region For EMO Ward Glogowski</b>	<b>226-3988 h. caboudreau @richmondcounty.ca</b>	
				<b>625-2944</b>	<b>563-2139 (o)</b>		
					<b>565-6702 ( C )</b>		
					<b>794-4665 (H)</b>		
					<b>Phillip Hayes</b>		
					<b>625-4003 (W)</b>		
					<b>625-0045 (H)</b>		
					<b>227-5485 ( C )</b>		

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**COUNCILLORS – 2008 TO 2012**

District 1

**Victor David**

**ARICHAT, Robin, Cape Auget, Pondville, Lochside, Grandique (South)**

P.O.Box329 NS B0E 1A0

226-2151 (h)

232-2810 (w)

227-7609

Fax:226-0153

Victor.david@richmondcounty.ca

District 2

**Rod Sampson**

Petit De Grat, Little Anse, Boudreau Ville, Sampsons Cove

Home: 226-3087 Cell: 227-7727 E-mail: rsamson@richmondcounty.ca

District 3

**MALCOLM BEATON**

**D'Escousse, Martinique, Poulamond, Poirierville, Cap La Ronde, Rocky Bay.**

RR # 2, D'Escousse NS B0E 1K0

Tel: 226-3013

Fax: 226-3013

Alvin.martell@richmondcounty.ca

District 4

Alvin Martell

**West Arichat, St. Mary's Port Royal, Janvrin's Harbour**

RR #1, Box 1, Site 10 West Arichat NS B0E 3J0

Tel: 226-2645

Fax: 226-1919

Alvin.martell@richmondcounty.ca

District 5

**SHIRLEY MACNAMARA**

**Black River, Cleveland, Dundee, Evanston, Hureauville, Grand Anse, Grantville, Lower River Inhabitants, Walkerville, Port Malcom, Port Richmond, Point Tupper, Kempt Road, West Bay.**

P.O. Box 13 Cleveland NS B0E 1J0

Tel: 625-0378 Fax: 625-2739 [Shirley.mcnamara@richmondcounty.ca](mailto:Shirley.mcnamara@richmondcounty.ca)

**District 6**

**Brian Marchand**

**Louisdale, Grand Anse, Grandique Ferry, Lennox Passage, Whiteside.**

483 Main Street P. O. Box 447 Louisdale NS, B0E 1V0

Tel: 345-2082

Fax. # 345-2082

Brian.marchand@richmondcounty.ca

**District 7**

**Gilbert Bouchie**

**River Bourgeois, St. George's Channel, The Point West Bay, Dundee, Sporting Mountain, Oban, Seaview, River Tillard, Cannes, Hawker.**

P.O. Box 3, RR#3 River Bourgeois NS B0E 2X0

Tel: 535-2594

Cell:631-3214

Fax # 535-3413

Gilbert.boucher@richmondcounty.ca

**District 8**

**Steve MacNeil**

**St. Peter's, French Cove, Sampsonville, Cape George.**

P.O.Box 432 St. Peter's NS B0E 3B0

Tel: 535-3413

Cell:631-3551

Steve.macneil@richmondcounty.ca

**District 9**

**Steve Sampson**

**L'Ardoise, Rockdale, Grand Greve, Lower L'Ardoise, Little Harbour, Point Michaud.**

**RR#1 Lower L'Ardoise, NS B0E 1W0**

Tel: / fax: 587-2150

Steve.sampson@richmondcounty.ca

**District 10**

**GAIL JOHNSON**

**Johnston, Chapel Island, Barra Head, Lynches River, Soldier's Cove, McNab's Cove, Red Islands, Hay Cove, Loch Lomond, Grand River, L'archeveque, St. Esprit, Lower St. Esprit, Framboise, Fourchu, Stirling, Lake Uist, Iris Cove.**

**RR#1 St. Peter's NS, B0E 3B0**

Tel: 535-3440

Fax # 535-3438

Gail.johnson@richmondcounty.ca

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
FIRE DEPARTMENT CHIEFS & DEPUTY CHIEFS**

LOUISDALE F/C Cecil Frost	902-345-2055 (h)	902-227-5896 cell	cecilfrost@county.richmond.ns.ca
P.O.Box 522 D/C Wayne Lefort	902-345-2403 (h)	902-227-8422 cell	
HWY #4, Louisdale NS, B0E 1V0			
<hr/>			
ISLE MADAME F/C EUGENE SAMSON	902-226-1276 (h)	227-7231cell	samsonh@gov.ns.ca
5125 Highway 220 D/C Rodney Leblanc	902-226-2325 (h)	<u>631-1629 cell</u>	
P.O.Box 279 Arichat NS B0E 1A0			
<hr/>			
ST. PETER'S F/C RAYMOND FERGUSON	902-535-3263 (h)	902-227-7750 cell	rlef@ns.sympatico.ca
P.O.Box 221 D/C Marvin MacLean	902-535-2137		
22 Toulouse St. St Peter's NS B0E 3B0 Fire hall 902-535-2568			
<hr/>			
L'ARDOISE F/C STANLEY SAMPSON	902-587-2527 (h)		Stanley.sherry@ns.sympatico.ca
P.O.Box 24 D/C David MacLeod	902-587-2540 (h)		cell 902-631-2012
West L'Ardoise, NS, B0E 1F0	Fire hall 902-587-2621		l'ardoisefiredept@ns.sympatico.ca
<hr/>			
GRAND RIVER F/C STEWART MACKAY	902-587-2868		smackay001@ns.sympatico.ca
11 East Side D/C Kenney Cooke	902-587-2552		bray.cameron@ns.sympatico.ca
Grand River Rd., Grand River, NS, B0E 1M0 902-587-2966 FIRE HALL			
<hr/>			
CHAPEL ISLAND F/C WAYNE JOHNSON	902-623-1449		
Band Council D/C Quentin Doucette	902-535-3299		quentindoucette@ns.sympatico.ca
C/O Quentin Doucette cell @ work	631-3141	902-535-3317	cell 902-631-5211
Box 538, RR#1 St. Peter's NS B0E 3B0			
contact person	Sydney John	902-631-0162	b_bigdaddy01@hotmail.com
<hr/>			
Red Islands F/C Peter Campbell	902-535-3598 (h).	902-578-9959 Cell	902-535-3664 W
14799 HWY # 4 D/C Scott Magdy	902-535-3529		
RR 1 Red Islands, St Peter's, NS B0E 3B0			
<hr/>			
LOCH LOMOND F/C John Peach	902-822-2155		
306 MacVicker Rd. D/C Tom Sims		Can be contacted on TMR 2 radio	
<hr/>			
FRAMBOISE F/C Doug Morrison	902-884-2024(h)	cell 902-577-2024	
580 Three River Rd. D/C James MacQueen	902-884-2523		
Framboise NS B2J 1G8	Fire hall 902-884-2010		
<hr/>			
West Bay Road F/C Bob MacEachern	902-625-1601		
	D/C Dale Burton	902-625-3941	

**Municipality of the County of Richmond**

**Air Marine Search and Rescue Call System**

**Phone Number**

**1-800-565-1582**

Should an incident occur involving an aircraft or boat in trouble or missing, contact the joint rescue coordination center in Halifax.

The joint Rescue coordination center has a direct line to the Canadian Coast Guard and will immediately dispatch manpower and equipment to the scene and will coordinate the overall rescue operation.

Information required when receiving a call:

- (1) Type of incident.
- (2) Caller's name and Address.
- (3) Call back phone number.
- (4) Name of boat or aircraft in trouble.
- (5) Radio call sign, if it has one.
- (6) What is the nature of the problem?
- (7) How many people on board?
- (8) Is person experienced?
- (9) Give exact last known location of craft.
- (10) If downed aircraft. What is the best way to get there?

**Note: The R.C.M.P. responsible for the area in which the incident occurred, should be contacted immediately.**

**Municipality of the County of Richmond**

**Emergency Plan**

**Aliant Telecom Call System**

Should an incident occur which requires the services of Aliant Telecom, contact the emergency repair service headquarters (611 or \*611 on your cell phone). This number services all of Nova Scotia and is manned 24 hours a day.

Aliant Telecom will respond with manpower and equipment, to deal with the incident. Should additional manpower and equipment be required the supervisor at the scene will request same from the emergency repair service headquarters.

Information required when receiving the call:

- (1) Type of incident?
- (2) Location of incident?
- (3) Callers name and address.
- (4) Call back phone number.

**Municipality of the County of Richmond**

**Emergency Plan**

**Ambulance Call System**

Should an illness or accident occur which requires an ambulance call 911. A 911 representative will immediately contact an ambulance nearest the incident area and send them to the scene of the incident. If immediate air medical transport is required call emergency health services **Lifeflight** (1-800-743-1334) 902-873-3657 fax: 902-873-3987

Information required when receiving a call.

- (1) Type of call.
- (2) Location of call.
- (3) Call back phone number.
- (4) Caller's name.
- (5) If an Incident:
  - (a) Is anyone trapped? If yes, how many?
  - (b) How many are injured?
- (6) Is the road blocked?
- (7) Are police or fire depts. on scene?

## **MUNICIPALITY OF THE COUNTY OF RICHMOND**

### **Community Services/Red Cross**

The Red Cross is now contracted by the Department of Community Services to provide shelter, food, clothing, registration and personal services for evacuees and others during an emergency situation.

**The responsibility of the Red Cross, in conjunction with the Department of Community Services, in an emergency is to:**

**(a) Activate the Red Cross Disaster Response System and provide the following:**

- (1) Registration and inquiry: To compile information and to answer appropriate inquiries as to the condition (non-medical details) and location of emergency victims and to assist in reuniting families.
- (2) Food Services: To provide food to evacuees, disaster workers and emergency volunteers.
- (3) Lodging Services: To arrange for safe, immediate and temporary lodging for homeless or evacuated people as a result of an emergency.
- (4) Clothing Services: To supply clothing or emergency covering until regular clothing sources are available.
- (5) Personal Services: To provide for the care and attention of the emotional and like needs of those affected by an emergency, with particular attention to be given to unattended children, the elderly persons with disabilities and persons under emotional distress

- (b) Coordinate the response of organizations involved with social services, i.e. Salvation Army and other church groups, Community Centers, restaurants, clothing supplies, etc.

**The responsibilities of the Community Services Officer, or alternate, REMO Community Services/Red Cross representative when the Regional EOC is activated, is to:**

- \* Participate in preplanning activities, including assisting the Red Cross, in their preparedness activities for the Regional Emergency Management Organization, i.e. planning meetings, exercises and training
- To act as a resource and linkage between the Regional Emergency Operations Center, the Red Cross and the Department of Community Services for all emergency activities, including the approval of any financial or other resource to deal with the response.
- Assume any of the “General Staff” positions within the Regional Emergency Operations Center for which qualified, at the request of the EOC-IC.
- Maintain a record of all actions taken.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Emergency plan**

**Canadian Red Cross**

Canadian Red Cross  
133 Troup Ave.  
Dartmouth, NS B3B 2A7  
1-902-424-1422 or 422-6247

Jason Noseworthy  
Red Cross  
1140 Upper Prince St.  
Sydney, NS B1P 5P6  
1-902-564-4114  
Emergency: 1-902-222-9597  
Cell: 902-565-1074

Richmond County  
Denise Pottie  
1669 Hwy 247  
Box 92 L'Ardoise NS B0E 1S0  
587-2508 or 535-2032 work

Should extra supplies be required contact Mike Hatt  
At Medicine Shoppe  
708 Reeves St.  
Port Hawkesbury NS  
1-902-625-8800 cell; 631-2623  
Fax: 625-8870

Questions they will ask: # of male children & ages  
# of female children & ages.  
# of adults  
Your present location and time out of call.



**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Emergency Plan**

**Clergy**

Should an incident occur which requires the utilization of the clergy contact the local number for the area in which the incident occurs.

The local clergy will respond to the incident.

Information they require when receiving the call.

1. Type of incident
2. Location of incident.
3. Callers name and address.
4. Call back number.
5. What services are required?
6. Contact person at scene.

Chapel Island Fire Dept. call:	Catholic parish	902-535-2053	St. Peter's
	Catholic parish	902-587-2416	Holy Guardian Angels Parish L'Ardoise
	United Church Manse	902-535-2150	St. Peter's
Grand River Fire Dept.call:	Catholic parish	902-587-2416	L'Ardoise
	United: Church Manse:	902-535-2150	St. Peter's
I.M.V.F.D.	Catholic parish	902-226-2109	Home: 902-226-2000
	Catholic Parish	902-226-0062	Home; 902-226-2000
L'Ardoise Fire Dept.:	Catholic Parish	902-587-2416	
Louisdale Vol. Fire Dept.:	Catholic Parish	902-345-2252	
	United	902-345-2273	
St. Peter's V.F.Dept.	Catholic Parish	902-535-2053	
	United Church Manse:	902-535-2150	
	Christian Church	902-535-2541	Rev. Billy Owens

**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
P.O.BOX 120 ARICHAT, NS. B0E 1A0  
PHONE 902-226-2400

**GUYSBOROUGH COUNTY HOME SUPPORT AGENCY**

~ Richmond County Division ~  
PO Box 189, St. Peter's, NS, B0E 3B0  
Tel: (902) 902-535-2828, Fax: (902) 902-535-2645

December 7, 2011

Mr. Cecil Frost  
EMO Coordinator  
21 Silver Oak Drive  
PO Box 371  
Louisdale NS  
B0E 1V0

Dear Mr. Frost

Enclosed please find a copy of the Guysborough County Home Support Agency – Richmond County Division's Fan-out that was revised on July 9, 2012. All employees are aware that there name is being forwarded to you, however, the process of the policy must be followed in the event of an emergency, i.e. first contact is the Executive Director but if she's not available then it would be the RN Supervisor, ETC.

If you have any questions please do not hesitate to contact me at either the St. Peter's office (902-535-2828) or our main office in Guysborough (902-533-3655). **Note: March 26/15 St Peter's office now in Louisdale the number is 902-345-2900. They are going to revise list and send me a copy**

Sincerely,

Denise Halloran  
Executive Director

Original copy at the Municipal Office

## AGENCY POLICIES & PROCEDURES

### SECTION – F PROCEDURAL POLICIES

Subject:	<u>EMO Fan-Out, Richmond County Division</u>	Number:	<u>F – 67 a</u>
Amended:	<u>Sept 28/11, Dec.7/11 July 9/12</u>	Page:	<u>1 of 2</u>

#### Preamble:

Staff of the GCHSA-Richmond County Division will be available to assist in the event of an emergency within the Municipal Unit for Richmond County. The following Fan-out will serve as a means for contacting Staff in an efficient and timely manner in the event of an emergency.

The Executive Director (Denise Halloran 533-2341, cell 870-7988) will be the primary contact and will initiate the Fan-Out. She will be responsible for calling the RN Supervisor, Field Supervisors/Schedulers and Bookkeeper. These people will in turn be responsible for contacting Staff, see copy of Staff Fan-Out list attached.

In the event that the Executive Director cannot be reached the responsibility will then rest with the RN Supervisor (Lorraine Urquhart, 345-2075), Field Supervisors/ Schedulers (Rita Fougere, 535-2654 or Tina Kinslow, 226-1905) and Bookkeeper (Wendy Venedam, 345-2620) respectively.

- If Lorraine Urquhart is the first contact she is to call Rita Fougere, Tina Kinslow, Wendy Venedam and the first two people on the Staff Fan Out list.
- If Rita Fougere is the first contact she is to call Tina Kinslow, Wendy Venedam, the first two people on the Staff Fan Out list, and the first two people on Lorraine Urquhart's list.
- If Tina Kinslow is the first contact she is to call Wendy Venedam, the first two people on the Staff Fan-Out list and the first two people on Lorraine Urquhart and Rita Fougere's list.
- If Wendy Venedam is the first contact she is to call the first two people on the Staff Fan-Out list, and the first two people on Lorraine Urquhart, Rita Fougere, and Tina Kinslow's lists.

Depending on the nature and severity of the emergency, it may only be necessary to activate the Fan-Out in part with respect given to Geographical Proximity, i.e. Emergency in Fourchu may not require staff from the Arichat area.

When activating the Staff Fan-Out, if unable to reach certain Staff, continue down the list until you have made at least two (2) contacts, i.e. Lorraine Urquhart is responsible for contacting Lisa Babin and Laina Edwards. If there is no answer at Liza's, but Laina E. is contacted, Lorraine Urquhart will then have to go down the list and contact the staff that Lisa was responsible for. Otherwise the Fan-Out will only be partially activated.

**Guysborough County Home Support Agency- Richmond County Division  
Staff Fan- Out list**

**1. Denise Halloran, 902-533-2341**

	yes/no		Yes/no
Denise H. 1. Loraine Urquhart 902-345-2075		2. Rita Fougere 902-535-2654	
Denise H. 3. Tina Kinslow 902-226-1905		4. Wendy Venedam 902-345-2620	

**2. Loraine Urquhart, 902-345-2075**

	yes/no		Yes/no
Loraine 1. Lisa Babin 902-226-0298		2. Laina Edwards 902-345-0662	
Lisa 1. Lorrie Matthews 902-345-0777		2. Marilyn Davison 902-587-2097	
Laina E 1. Kathleen Boudreau 902-226-3141		2. Kathryn (Kathy) Gillis 902-625-3915	
Lorrie 1. Katrina Rooyakkers 902-345-0698		2. Darlene Campbell 902-226-3272	
Marilyn D. 1. Lana Boudreau 902-226-3675		2. Tanya Chandler 902-345-2119	

**3. Rita Fougere, 902-535-2654**

	Yes/no		Yes/no
Rita 1. Gerarda Pettipas 902-535-2585		2. Hattie Samson 902-226-9851	
Gerarda 1. Emma Burke 902-535-2916		2. Rose Marie Farrell 902-226-0034	
Hattie 1. Eileen MacKillop 902-587-5126		2. Ann Mauger 902-345-2506	
Emma 1. Cindy Pottie 902-587-2874		2. Mary George 902-226-1332	
Rose Marie 1. Donna Halfpenny 902-226-3381		2. Tania Collier 902-587-2566	
Eileen MacK. 1. Paula Boudreau 902-226-2988			

**4 Tina Kinslow, 902-226-1905**

	Yes/no		Yes/no
Tina 1. Anne Davenport 902-226-0327		2. Henrietta Doary 902-535-2785	
Anne D. 1. Karen Fortune 902-226-0707		2. Marilyn Proctor 902-535-2206	
Henrietta 1. Ann Hearn 902-226-3513		2. Alicia MacLeod 902-623-1412	
Karen 1. Ruth Fougere 902-226-3550		2. Joan Fox 902-587-2710	
Marilyn P. 1. Gladys Lahey 902-587-2624		2. Anne Marie Thibeau 902-226-2318	
Ann Hearn 1. Susan McGrath 902-226-3567		2. Kayla Fougere 902-631-2453	
Alicia MacLeod 1. Michelle Jollymore 902-796-2016			

**5. Wendy Venedam, 902-345-2620**

	Yes/no		Yes/no
Wendy 1. Evelyn Burke 902-884-2300		2. Lola Pettipas 902-226-3531	
Evelyn 1. Jackie Jollymore 902-226-2093		2. Lorena Landry 902-226-3762	
Lola P. 1. Lucy Landry 902-226-1285		2. Yvette Landry 902- 226-2825	
Jackie 1. Connie Leblanc 902-226-3728		2. Courtney Martell 902-623-0343	
Lorena 1. Sarah Mauger 902-226-0100		2. Vivian Mauger 902-226-3163	

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**DEPARTMENT OF ENVIRONMENT**

**Local number to contact: 902-625-0791**

**24 hour emergency #1-800-565-1633**

If an environmental emergency occurs and it requires the assistance of the Department of Environment, call the local office responsible for the area in which the incident occurs.

Local Provincial and Federal departments of the environment officials will immediately respond to the incident. Their primary function is to serve in a supervisory role by providing information and advice on how to minimize the effects of such an incident on the environment. In addition they will provide a limited amount of monitoring equipment and will make arrangements for local contractors to clean up an environmental spill.

Information required when receiving a call:

- (1) Type of incident
- (2) Location of incident
- (3) Callers name, address and organization
- (4) Call back phone number
- (5) What hazardous material is involved?
- (6) Type of environment
- (7) What help is on the scene?

**NOTE:** The 24 hour phone number 1-800-565-1633, is located in the Canadian Coast Guard Center, Dartmouth. The center is manned 24 hours a day.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**DEPARTMENT OF NATURAL RESOURCES**

**In Richmond County call 902-535-2032**

**after hours call 1-800-565-2224**

**In Inverness County call 902-756-2339 or 902- 756-2298**

**after hours call 1-800-565-2224**

If a fire or emergency occurs, and it requires the utilization of the Department of Natural Resources, contact the office responsible for the area in which the incident occurs.

The local Department of Natural Resources will respond immediately with equipment and manpower. Should the incident require additional equipment and manpower, it will be requested by the senior Department of Natural Resources Official at the scene.

Information required when receiving a call:

- (1) Type of incident
- (2) Location of incident
- (3) Callers name and address
- (4) Call back phone number
- (5) What other services are requested.

**NOTE:** The after hours dispatch number is located at the DNR Radio Dispatch Center in Shubenacadie. This center is manned 24 hours a day. Should a fire or other emergency occur anywhere in the Province, they will contact the local DNR office responsible for the area in which the incident occurs.

If on scene, call Shubie on TMR and they can patch through to the appropriate office.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**DEPARTMENT OF TRANSPORTATION**

Should a problem or incident occur which requires the services of the department of transportation or the local public works department, call the local Public Works Department or department of transportation’s 24 hour (seasonal) dispatch number for the area in which the incident occurs. If no one can be reached at these numbers, contact the supervisors listed for the area in which the incident occurs and they will request whatever resources are required.

The Department of Transportation or Public Works Department will respond with equipment and manpower to deal with the incident. Should additional manpower and equipment be required it will be requested by the supervisor at the scene.

Information required when receiving a call:

- (1) Type of problem
- (2) Location of problem
- (3) Callers name, organization and address
- (4) What services are required?

**DEPARTMENT OF TRANSPORTATION OFFICE’S, PLOW SHEDS ETC.**

	Office	home	cell
24 hour dispatch (Dec.7 <sup>th</sup> to March)	902-625-2540	not in service from May to November	
Jason Delorey (supervisor)	902-631-2871	902-	902
Darren Blunden (Area Manager)	902-625-4050	902	
St. Peter’s office / plow shed	902-535-2027		
Grand River plow shed	902-587-2194		
Martinique office / plow shed	902-226-1427		
Port Hawkesbury office / plow shed	902-625-2540		
Cleveland plow shed	902-625-0639		

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**DRUG STORES**

Isle Madame:

<b>Dooley's Pharmacy</b>		902-226-3133
George Dooley (Owner/manager)	Druggist	902-226-2888
Tracy Martell	Druggist	902-594-2061
Marion Mury		902-226-2279

St Peter's:

<b>Lawton's Drugs</b>		902-535-2203	
Lorne Buchanan		902-535-3379	cell: 902-631-4744
Jennifer Sampson			cell: 902-227-0471

**MacDonnells Pharmacy**

Jill MacLean	Druggist	902-535-3196
Paul Zink	Druggist	902-535-2137
Ann Campbell	Has Keys	902-535-3439
		902-535-2397

**Martell's Pharma Choice**

2392 Highway 206, P.O.Box 269

Arichat, NS Boe 1A0

Tracy Martell	Pharmacist/Owner	902-226-3177
		902-226-0675
	<b>After hours</b>	<b>902-226-0660</b>

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY COMMUNICATIONS and Search & Rescue Command Unit**

Should an incident occur which requires the utilization of the Strait Area Ground Search and Rescue Association Command Unit. Contact Canso Dispatch

**Emergency Phone number 902-625-0911.**

Business number 902-625-3090

Canso dispatch will then contact the fire department in whose area the incident is located. They will also contact and dispatch the appropriate units to the incident. The local fire department will provide back up communications support and assistance as required.

Information required when receiving a call:

- (1) Type of incident.
- (2) Location of incident
- (3) Callers name and address.
- (4) Call back phone number.
- (5) What other services are required.
- (6) What special precautions should be exercised when responding to such an incident?
- (7) Contact person at incident.

**NOTE:** This vehicle goes on all search and rescue incidents, responded to by the Strait Area Ground Search and Rescue Association team.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY MANAGEMENT CALL SYSTEM**

**1-866-424-5620**

Should an emergency occur which requires the utilization of Emergency Management Nova Scotia, call the 24 hour emergency management phone number (1-866-424-5620). They will immediately contact the local or Provincial EMO Representative responsible for the area in which the incident occurs.

The local Emergency Management representative may respond to the incident. His/her primary role is to provide advice on how the effects of the incident can be minimized. As well he/she can assist in coordinating resources required for usage during the incident. They can be of real value when requesting Government supported services.

Information required when receiving a call:

- (1) Type of incident
- (2) Location of incident
- (3) Callers name and address
- (4) Call back phone number
- (5) What services are required?

Note: The phone number listed above is manned 24 hours a day by the Duty Officer. This person will contact the personnel required.

**EMERGENCY AND EMO CONTACTS**

**Strait Area Ground Search & Rescue Contact Canso Dispatch 902-625-0911 Office 902-625-3090**  
**President: Cecil Cashin 902-358-2584 (H) 902-870-5412 (Cell) 902-870-0246 cottage**  
[cc.cashin@ns.sympatico.ca](mailto:cc.cashin@ns.sympatico.ca)

**R.C.M.P. HALIFAX TELECOM 1-800-272-9569**  
**R.C.M.P. TRURO TELECOM 1-800-272-9670**  
**JOINT RESCUE COORDINATION CENTER: 1-800-565-1582 OR DIAL \*16 ON YOUR CELL**  
**CANSO DISPATCH EMERGENCY # 902-625-0911:Office 625-3090 Highland Mobile Radio 625-0127**

**Nova Scotia Power Emergency 1-877- 428-6004**  
**For Richmond County contact: Jamie Lukeman : 902-574-6866 cell**  
**EASTERN BUSINESS SERVICES NEW GLASGOW 902-752-7101 FAX 902-752-0222**

**EMERGENCY HEALTH SERVICES;**  
**Bedford dispatch; EMERGENCY #1-902-832-7044 (w) 902-424-1781 Fax**

**EHS Port Hawkesbury Office 902-625-1697 Supervisor: Alex Bromley 902-258-7931**

**Patient Transfer 1-800-346-9999 EHS: ST. PETER'S 902-535-2063 Arichat: 902-226-0243**

**EHS Lifeflight & Truma Hotline 1-800-743-1334 www.ehslifeflight.ca**

**EMERGENCY MANAGEMENT ORGANIZATION**  
**Municipal Affairs 1-866-424-5620 Fax: 902-424-5376**  
**Mark Furey**

**Executive Director: E M O**  
**Andy Lathan 1-902-424-5620**

**Emergency Management Eastern Zone**  
**George Muise home:902- 849-4610**  
**P O Box 714 Sydney NS B1P 6H7 cell: 902-563-6396 Fax: 902-563-5711**

**Emergency Management Central Zone**  
**Dominic Fewer I-902-893-5896 Cell 902-897-8152 Fax: 902-893-1648**  
**Shubie Radio 1-800-565-2224**

**Emergency Management Organization 24 Hour Stand By Officer: 1-866-424-5620**

**Director of Health Services Russell Stuart**

**Cape Breton Highlands National Park Dispatch 1-877-852-3100**

**MUNICIPALITY OF THE COUNTY OF RICHMOND****EMERGENCY PLAN****EVACUATION / EMERGENCY LODGING**

Should an incident occur where people are at risk from toxic substances or other dangers (ex. Fire, flood, etc.). The police, RCMP, Fire Departments will immediately evacuate people who are at risk. Having them report to a designated Fire Station or evacuation site.

**Emergency Operations Actions:**

- (1) Establish a command and communications center.
- (2) Put other emergency and health services on alert, and activate emergency transportation.
- (3) Define a safe area around the incident.
- (4) Give authorization to evacuate people in unsafe area.
- (5) Request community evacuation centers to open up and receive evacuees
- (6) Co-ordinate overall operation.
- (7) Arrange for funds for operation.
- (8) Provide accurate media information.
- (9) Request additional input from other agencies as required.
- (10) Make decision on returning of evacuated people.

**Action of evacuation center:**

- (1) Open facilities to receive evacuated people.
- (2) Contact their members.
- (3) Register evacuated people as they report in.
- (4) Provide food and shelter.
- (5) Maintain information and registration system.
- (6) Maintain communication with local fire dept.
- (7) **NOTE:** If individuals or families are assigned to private homes a log must be kept as to where they are located.

**Actions of Fire Depts., Not at risk:**

- (1) Receive call from department at risk.
- (2) Contact the senior Officer and Ladies Auxiliary and have them report to the Fire Hall.
- (3) Contact individual evacuation facilities in their community requesting them to open their facilities and stand by to receive evacuated people.
- (4) It is important to note that all evacuees must report to the Fire Station first. Here they will be registered by the Ladies Auxiliary members, assigned and directed to a local evacuation facility.
- (5) Remain on standby until emergency is over.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**FIRE DEPARTMENT EQUIPMENT LIST**

<b>Fire Department</b>	<b># blankets</b>	<b>stretchers</b>	<b>backboards</b>
Chapel Island	4	1 army folding stretcher	2 backboards
Grand River	4	1 basket stretcher	2 backboards
Isle Madame		1 army folding stretcher	2 backboards
L'Ardoise	10	1 basket stretcher	4 backboards
Louisdale	4		2 ferno backboards
St. Peter's	6	20 army folding stretchers	3 backboards

Other resources:

SAERC Pool (902-625-2594)

5 emergency thermal blankets		
2 wool blankets.	1 spinal board (fully equipped)	2 backboards

Dept of Natural Resources

St. Peter's (535-2032)

Contact: Tom Murray (h: 902-535-2492)

Lloyd MacDonald (h: 902-535-2538)

1 backboard

Nova Scotia Community College and

Nautical Institute

(902-625-2380)

8 backboards

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**FIRE MRSHALL'S OFFICE**

If the occurrence of a fire or other emergency necessitates the contacting of a member of the Provincial Fire Marshall's Office, call the Fire Marshall's main Office in Halifax (1-800-559-3473).

A representative of the Fire Marshall's Office will provide technical backup support to the emergency service. Should the incident require a Fire Investigator, one will respond to the scene as soon as possible.

After normal working hours, an answering service will answer calls placed to the Halifax Office. Also the home telephone numbers of the appropriate Fire Marshall's Office representative can be used to contact them in time of a fire or other emergency.

Information required when receiving a call.

- (1) Type of incident.
- (2) Location of incident.
- (3) Call back phone number.
- (4) Callers name.
- (5) Type of assistance required.
- (6) If Arson or Fatality, are Police investigators on scene.
- (7) What special precautions are being taken to protect the scene?

**Fire Marshall:** Office: 1-180-559-3473 toll free  
 Harold Pothier 902-424-5721 cell 902-679-8917  
 Secretary: Sheila Harvey 902-424-8024

**Deputy Fire Marshall:**  
 Paul McCormick 902-578-2008  
 Dave Candow 902-227-5706 H.902-625-0831  
 Vincent Penny 902-565-8609 **Not available until further notice**  
 Doug MacKenzie 902-578-8235 Cape Breton Regional

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**HAZARDOUS MATERIAL INFORMATION**

If an incident occurs involving a hazardous material and you require hazardous material information, call Canutec, collect.

CANUTEC—Canadian Transport Emergency and Information Center is located in Ottawa providing 24 hour dangerous goods emergency and information services. In a dangerous goods Emergency, a collect call to 613-996-6666 will bring immediate expert assistance.

Canutec will provide information on the characteristics of actions to cope with fires, spills, leaks and exposure. In addition they can provide conference lines permitting direct communication between the response unit on the scene of an accident and the organization that can provide the best assistance.

Information required when receiving a call:

Identification:

- (A) Callers name and organization.
- (B) Call back telephone number and location.

EVENT:

- (A) Product involved and quantity.
- (B) Type of vehicle / container.
- (C) Number dead or injured.
- (D) Time and exact location of incident.
- (E) Type of environment.
- (F) Help on site / to be called.

OTHER HELPFUL INFORMATION:

- (A) Shipper / origin
- (B) Carrier.
- (C) Consignee / Destination.
- (D) Car, truck, trailer, flight number.
- (E) Bill of lading / way bill number

**CANUTIC EMERGENCY NUMBER: 1-613-996-6666**

CANUTIC NON EMERGENCY NUMBER: 1-613-992-4624

## MUNICIPALITY OF THE COUNTY OF RICHMOND

### EMERGENCY PLAN

#### MEDIA INFORMATION

If an incident occurs which requires information to be passed on to the media and the general public, contact the media outlet which covers the incident area.

One person should be designated as spokesperson. All others should be told to refer all media to the spokesperson.

If a situation lasts any amount of time, a media center should be established at a safe distance from the emergency site, preferably with access to telephones. Then a media conference should be held as soon as possible. The media should be updated on a regular basis until the emergency is over. Then a media wrap-up session should take place.

What media will do?

Radio, TV, and daily papers will report facts as soon as possible. Local papers will gather more facts for the more in-depth coverage at a later date.

Information required when receiving a call:

- (1) IDENTIFICATION:
  - (A) Callers name and organization.
  - (B) Call back phone number and location.
- (2) EVENT:
  - (A) Nature of emergency.
  - (B) Location of event.
  - (C) Why it happened.
  - (D) What is being done about it?
  - (E) Injuries and casualties, if any.
  - (F) Danger to public if any.
  - (G) Estimate of damage.
  - (H) Environmental impact.

**NOTE: ALL MEDIA REPORTS SHOULD BE MONITORED AND MISINFORMATION CORRECTED AT ONCE.**

	Office location:	Office phone #	after hours #	Fax: #
ATV/ASN	Halifax	902-454-3200	1-888-565-6397	902-454-3280
	Sydney	902-563-4200	1-888-565-6397	902-562-9715
	New Glasgow	902-755-3211	1-888-565-6397	902-755-0457
Global	Halifax:	902-481-7400	902-481-7400	902-468-2154
CBC	Halifax	902-420-8311	N/A	902-420-4137
	Sydney	902-539-5050	N/A	902-539-1562

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCE PLAN**

**MEDICAL EXAMINER CALL SYSTEM**

Should an incident occur which requires the services of the medical examiner contact the Nova Scotia Medical Examiner's answering service at (1-888-424-4336). The answering service will get in touch with the Medical Examiner on call in the area in which the incident occurs.

Information required when receiving a call:

- (1) Type of incident.
- (2) Location of incident.
- (3) Callers name and address.
- (4) Call back phone number.
- (5) What services are required?
- (6) Contact person at scene.

**NOTE:** The Nova Scotia Medical Examiner's answering service is located in Halifax and is manned 24 hours a day.

**Phone #**  
**1-902-424-2734**

**24 hour emergency number**  
**1-888-424-4336**

**Strait Area mutual Aid Association  
Fire Chiefs and Deputy Chiefs**

Four Valleys 863-6671      **{To page dial 902-863-0075 Wait for tone then dial 101 }**  
 Chief Greg Smith      902-863-2351 ext 234 902-863-4448 (h)      gsmith@townofantigonish.ca  
    902-870-1086 (c)  
 D/C Steve Masters      902-870-3555      cell:902-863-9145      stephenmasters@aliant.ca  
 2nd D/C Carroll MacAdam      902-631-3663      cell:902-863-6397  
 Ladies Contact Florence Delaney      902-863-6671 ( H )  
 Fire hall      902-872-0037

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Antigonish Town      **Pager # 110**      firedept@myantigonish.com  
 Chief Bill Chisholm      902-863-5656 cell: 902-863-8790      [chisowp@eastlink.ca](mailto:chisowp@eastlink.ca)  
 D/C Jody MacDonald      902-863-3816 cell: 902-870-0971      jomac1@eastlink.ca  
 D/C Marty MacDonald      902-863-3400 (H)  
 Fire Hall, Fax and E Mail      902-863-3359 (hall) 902-863-9157 (fax) firedept@myantigonish.com

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Antigonish County      **Pager # 120**  
 Chief Brendan MacInnis      902-863-4560( H ) cell: 902-863-8790      brendan.macinnis@corp.eastlink.ca  
 D/C Glene Tate      902-863-5844 (H) cell: 902-863-7690  
 D/C Rod MacDonald      902-863-3506 (H)  
 Fire Hall, fax and E-Mail      902-863-5911 (hall)      902-863-1482 (fax) acvfd@ant.eastlink.ca

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North Shore      **Pager# 385**  
 Chief: Hugh MacEachern      902-863-3359      [allanagreg@hotmail.com](mailto:allanagreg@hotmail.com)  
 1<sup>st</sup> D.C. Greg Kiezer      902-863-4836 (H)  
 2<sup>nd</sup> D.C, Greg MacPherson      902-863-2816  
 Fire Hall and E-Mail      902-863-5720      [alanagreg@hotmail.ca](mailto:alanagreg@hotmail.ca)

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Pomquet      **Pager # 243**  
 Chief Pierre Venedam      902-386-2743 (H)      902-867-0903 (Cell)      [pieliz@ns.sympatico.ca](mailto:pieliz@ns.sympatico.ca)  
 D/C Doug Benoit      902-386-2942 (H)  
 D/C Glen Lozman      902-386-2528 (H)      [Lozman@eastlink.ca](mailto:Lozman@eastlink.ca)  
 Fire Hall      902-386-2987

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St. Andrews      **Pager # 242**  
 Chief Benny Tenbrinke      902-863-5914 (H)      cell: 902-870-7208      [savfd@hotmail.com](mailto:savfd@hotmail.com)  
 Fire Hall      902-863-1548

**Strait Area Mutual Aid Association  
Fire Chiefs and Deputy Chiefs**

**Tracadie**  
**Chief Vernon Boudreau**      **Pager # 251**  
 902-232-2845 (H)      theresa.[Boudreau@ns.sympatico.ca](mailto:Boudreau@ns.sympatico.ca)  
 902-870-0908(Cell)  
**D/C Hugh Chisholm**      902-386-2885  
**Fire Hall and Fax.**      902-232-2560      [tyfdchief@hotmail.com](mailto:tyfdchief@hotmail.com)  
**L/A Elaine Myette**      902-232-2802 (H)

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**Havre Boucher**  
**Chief Chris Grover**      **Pager # 260**  
 902-234-2601 (H)      902-870-3614 (c)      cgrover@ns.sympatico.ca  
**D/C Glen Pelrine**      902-234-2288  
**Rodney Levangie, Fire Co.**      902-234-2117 (H)      902-870-3750 (c)      as.levangie@ ns.sympatico.ca  
**Anita Levangie**      902-234-2117      Rescue/MFR  
**Fire Hall**      902-894-2711      hbfd@ns.sympatico.ca

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**Aulds Cove**  
**Chief Danny MacEachern**      **Pager # 223**  
 902-747-2013 (H ) 631-4687 ©  
**D/C Gary Breen**      902-747-2281  
**Fire Hall & E-Mail**      902-747-3053      [auldscovefire@ns.aliantzinc.ca](mailto:auldscovefire@ns.aliantzinc.ca)

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**Mulgrave**  
**Chief Mike Breen**      **Pager # 210**  
 902-747-2601(H)      902-631-4826 ( c )  
**D/ C Seward Benoit**      902-747-3187 (H)      (c)      benoit@mar.dfo-mpo.gc.ca  
**Fire Hall**      902-747-3191

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**Seven Communities**  
**Chief Doug HalfPenny**      **Pager # 202**  
 902-747-2030 (H)      902-631-3011      [sevencvfd@ns.sympatico.ca](mailto:sevencvfd@ns.sympatico.ca)  
**D/C Joe Carter**      902-747-2890 (H)  
**Fire Hall**      902-747-2569

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**Manchester/Bolyston**  
**Chief Steve O'Handley**      **Pager on Lundy# 224**  
 902-533-2612 (H)      steve\_713@hotmail.com  
**D/C Blair Brymer**      902-533-3149 (H)      david [simpson997@ns.sympatico.ca](mailto:simpson997@ns.sympatico.ca)  
**Fire Hall**      902-533-3550

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**Guysborough**  
**Chief Donald D'Entremont**      **Pager on Lundy# 214**  
 902-533-3577 (H)      [veldpd@ns.sympatico.ca](mailto:veldpd@ns.sympatico.ca)  
**D/C Shawn Andrews**      902-533-3705 ext 231      902-870-2304 (c)      [sandrews@modg.ca](mailto:sandrews@modg.ca)  
**Fire Hall**      902-533-2413

**Strait Area Mutual Aid Association  
Fire Chiefs and Deputy Chiefs**

Port Hastings **Pager # 240**  
 Chief: Jim Cavanagh 902-625- 0110(H) (cell) [veldpd@ns.sympatico.ca](mailto:veldpd@ns.sympatico.ca)  
 D/C( 902-625- (H ) (C) [macleod1@ns.sympatico.ca](mailto:macleod1@ns.sympatico.ca)  
 Fire Hall 902-625-2048 fax: 902-625-1261  
 Fax & E-Mail 902-625-1261 [porthastingsfire@ns.sympatico.ca](mailto:porthastingsfire@ns.sympatico.ca)  
 L/A Dorothy MacLean 902-625-0183 (H) 902-631-1011 (Cell)

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Port Hawkesbury **Pager # 232**  
 Chief Curtus Doucette 902-625- (H) (C) 902-631-4059 curtisdoucet@hotmail.com  
 Dale Sellers 902-625-2002 (H) (C) 902-227-7476  
[penny,sellers@ns.sympatico.ca](mailto:penny,sellers@ns.sympatico.ca)

Fire Hall 902-625-1313 (fax): 902-625-5289 [phfd@ns.sympatico.ca](mailto:phfd@ns.sympatico.ca)  
 L/A Grace Cormier 902-625-0437 (H)

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West Bay Road **Pager # 221**  
 Chief Robert MacEachern 902-625-1601 (H) 902-227-8629 (C) [maceachern@ns.sympatico.ca](mailto:maceachern@ns.sympatico.ca)  
 D/C Dale Burton 902-625-3941 (H)  
 Fire Hall 902-625-1796  
 L/A Alice MacDonald 902-625-1724 (H)

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Blues Mills **Pager # 265**  
 Chief Glen Gillis 902-756-9089 (H) glengillis12@hotmail.com  
 Fire Hall 902-756-2037

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Valley Mills **Pager # 225**  
 Chief Justin Usher 902-756 2891 (H) 631-4370  
 D/C John Sterling 902-623-0185 [jo\\_sterling@yahoo.ca](mailto:jo_sterling@yahoo.ca)  
 Fire Hall 902-756-2708 [valleymillsfiredept@hotmail.com](mailto:valleymillsfiredept@hotmail.com)

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Waycobah **Pager # 601**  
 Chief John Cremo 902-756-2216 (H) 902-295-8466 (c) [mrcremo@hotmail.com](mailto:mrcremo@hotmail.com)  
 Fire Hall 902-756-3212

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Port Hood **Pager # 218**  
 Chief Donald Francis Beaton 902-787-2845 (H) margie.beaton@ns.sympatico.ca  
 D/C J. D. Gillis 902-787-2155 (H)902- 631-3003 (C)  
 Fire Hall & E-Mail 902-787-3106 [porthoodvfd@ns.sympatico.ca](mailto:porthoodvfd@ns.sympatico.ca)

**Strait Area Mutual Aid Association  
Chiefs and Deputy Chiefs**

Whycocomagh  
Chief Ian MacKeighan 756-2324 (H) 631-3369 (C) [irkeigan@ns.sympatico.ca](mailto:irkeigan@ns.sympatico.ca)  
D/C Charles Tourneur 756-3077 (H) 756-3077 © [charlestourneur@ns.sympatico.ca](mailto:charlestourneur@ns.sympatico.ca)  
D/C Donnie MacLellan 756-2749 [donald002@ns.sympatico.ca](mailto:donald002@ns.sympatico.ca)  
Fire Hall & E-Mail 756-2069 [an@ns.sympatico.ca](mailto:an@ns.sympatico.ca)  
[why@ns.synpatico.ca](mailto:why@ns.synpatico.ca)

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Mabou  
Chief Lloyd Campbell 945-2522 (H)  
Fire Hall 945-2070 [mdvfd@ns.sympatico.ca](mailto:mdvfd@ns.sympatico.ca)

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Judique Fire Hall  
Chief: Archie MacDonald 787-2537 [archiedixon@bellaliant.net](mailto:archiedixon@bellaliant.net)  
D/C Rinus Van De Ven 787-2790 (H) 631-1425 (C) [rinusvdv@hotmail.com](mailto:rinusvdv@hotmail.com)  
D/C A .J. MacIssac 787-2537  
[judcommcenter@ns.sympatico.ca](mailto:judcommcenter@ns.sympatico.ca)  
[787-3401](tel:787-3401)



**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**POISON CONTROL CENTER**

Poison Control Center call system.

Should an incident occur which requires the services of the poison control center. Contact the Poison Control Center in Halifax as soon as possible.

**1-800-565-8161**

Information required when receiving a call:

1. Time and date of call
2. Name, address and age of victim
3. type of poison taken
4. amount of poison taken
5. Time poison was taken
6. advice given i.e. by Doctor or nurse
7. name of Doctor or Nurse
8. action taken I.E. medication.

**NOTE:** If victim is admitted to hospital the poison Control Center requires this information as well as the length of time spent in Hospital and the condition of the patient. All completed reports must be sent to the Halifax Poison Control Center on a monthly basis.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**Police Call System**

If an incident occurs which requires the services of the Police call the detachment for the area in which the incident occurred, or call 911 in the case of an Emergency.

The local RCMP detachment will respond to all emergency situations. Should the incident necessitate additional manpower or equipment, it will be requested by the senior Officer at the scene.

Information required when receiving a call:

- (1) Type of incident.
- (2) Location of incident
- (3) Callers name and address.
- (4) Call back phone number.
- (5) What other services are required.

	Office	After hours #	Emergency
St. Peter's RCMP	535-2002	1-800-272-9569	911
Arichat RCMP	226-2533	1-800-272-9569	911
Port Hawkesbury	625-2220	1-800-272-9569	911

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN**

**POLLUTION CONTROL**

If an incident occurs which requires environmental and pollution control equipment contact the Coast Guard's 24 hour environmental emergency number. The local environmental response centre is at the Canso Canal, Port Hastings.

During normal business hours

Emergency number

**1-800-565-1633**

**Seward Benoit      625-4166      cell: 631-1486**

**Environmental Response Equipment Inventory**

Vehicles:

- 1 – 2007 Freightliner, 10 ton boom truck
- 1 – 2003 ford excursion
- 1 – 2002 ford f 350 crew cab
- 1 – forklift, MDL# vc60d

Trailers

- 1-24 ft. response trailer includes 1000 ft. oil boom,
- 10 ft. zodiac, outboard motor, skimmer and storage tank in each.
- 1 – 29 ft. citation travel trailer
- 1 – 15 ton flat bed trailer
- 1 – Trailer mounted air compressor, sullair
- 1 – Trailer mounted steam generator.
- 1 – 24 ft. enclosed equipment trailers.
- 2 – 16 ft. equipment trailers

Response Equipment:

- 1 – Offshore swept system c/w 48 ft. trailer ( 60 meter v sweep broom, 100 meter guide boom, gt 185 skimmer, 2x50 cubic meter sea slugs and jib arm assembly.
- 1 – ro-skim skimmer
- 3000 – ft. of 18 inch inshore boom, c/w attachments
- 4000 – ft. of 36 inch inshore boom, c/w attachments
- 2 – Tanks, collapsible c/w liners.
- 1 – fcb-250 sea slug (capacity 100 cu. Meters, 26,412 US gallons)
- 2 – Tanks, portable, collapsible, seal drum.
- 3—5000 gallon tanks, steel portable
- 2—5000 gallon decanting tanks, pollutants

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**Pollution control**

**Continued:**

- 1 – TK5 pump, c/w power pack.
- 5 – 1 ½ inch pump.
- 1 – 2 ½ inch pump.
- 2 – 2 inch Honda fire pumps.
- 1 – 2 inch air driven pump, sandpiper.
- 3 – 4 inch Honda pumps.
- 1 – slicklicker, chain driven.
- 1 – GT 185 skimmer, c/w power pack, 40 ton per hour.
- 1 – GT 260 skimmers, c/w power packs, 100 ton per hour.
- 1 – Desmi skimmer, c/w power pack, 40 ton per hour.
- 2 – Morris mi 30 skimmers, 8 ton per hour.
- 4 – Honda generators (1000, 4500, 5000, 6500)
- 1 – 11 meter sea truck, Inboard diesel.
- 1 – 7 meter sea truck, c/w two 90 hp outboard motors & trailer.
- 1 – 22 ft. Boston Whaler, C/w two 90 hp outboard motors & trailer
- 1 – 48 ft. response vessel.
- 2 – Steam jenny's
- 2 – Pressure washers.

## MUNICIPALITY OF THE COUNTY OF RICHMOND

## RADIO STATIONS AND TV PROGRAMMING

## CBC Radio Sydney

Newsroom 1-800-309-5556

Live broadcast time: 04:30 to 18:00 (4:30 AM to 6:00 PM)

After hours contact: Peggy MacDonald home; 1-902-539-9825

Cell; 1-902-565-9448

Make up what we want broadcast and she will get it on the radio asap.

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## St. Peter's

Channel 10 cable TV E-Mail: [channel10ads@stpeter'scable.com](mailto:channel10ads@stpeter'scable.com)

Richard Landry 535-2184 61 Landry Lane, Sampsonville

Gerry Gibson 535-3045 9638 Grenville St. St. Peter's

For an emergency they can install a permanent screen if required.

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Telile Arichat 226-1928 fax: 226-1331

Gloria Hill 226-0563 Cell: 227-8737

Rhonda LeBlanc 226-1975

For an emergency they can install a permanent screen or insert it in a number of locations within the scroll.

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101.5 The Hawk 625-1220 609 Church St. Port Hawkesbury

Live broadcast time 6 AM to 10 PM

After hours call: 631-1015

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CJFX 98.9X-FM 102.5 Business Office 1-902-863-4580

Antigonish Newsroom 1-902-863-4000

Weather line 1-902-863-1230

After hours contact: Ken Kingston cell 1-902-867-7256

Regular hours: 5:30 AM to 6PM Monday to Friday

6:30 Am to 6 PM. Sat. &amp; Sun.

E-Mail [news@989xfm.ca](mailto:news@989xfm.ca) or go to web site

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Le Radio Comeunautaire 226-0981

Regular hours 7 AM to 6 PM Monday to Friday

After hours contact Billy Joyce 226-0355

12B Cypres Lane, Little Anse B0E 3C0

Michel Farrell 594-2046

MUNICIPALITY OF THE COUNTY OF RICHMOND

EXTERNAL MEMO

Tel: 226-2400 (General)  
Fax: 226-1510

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To: On air person Date:  
Company: CJFX Antigonish  
Fax #: 863-6300  
From: Cecil Frost – EMO Coordinator  
Subject:

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Message:

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Cecil Frost  
Emergency Management Coordinator

MUNICIPALITY OF THE COUNTY OF RICHMOND

EXTERNAL MEMO

Tel: 226-2400 (General)  
Fax: 226-1510

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To: On air person  
Company: 101.5 The Hawk Port Hawkesbury  
Fax:  
From: Cecil Frost – EMO Coordinator  
Subject:

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Message:

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Cecil Frost  
Emergency Management Coordinator

MUNICIPALITY OF THE COUNTY OF RICHMOND

EXTERNAL MEMO

Tel: 226-2400 (General)  
Fax: 226-1510

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To: On air person  
Company: CBC Radio Sydney  
Fax #: 539-1562  
From: Cecil Frost – EMO Coordinator

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Message:

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Cecil Frost  
Emergency Management Coordinator

MUNICIPALITY OF THE COUNTY OF RICHMOND

EXTERNAL MEMO

Tele: 226-2400 (General)

Fax: 226-0060

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To: Programmer

Date:

Company: Telil Arichat

Fax: 226-1331 Office: 226-1928

From Cecil Frost- EMO Coordinator

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Cecil Frost  
Emergency Management Coordinator

MUNICIPALITY OF THE COUNTY OF RICHMOND

EXTERNAL MEMO

Tel: 226-2400 (general)  
Fax: 226-1510

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To: Programmer  
Company: Channel 10 St. Peter's  
E-mail: channel10ads@sypeterscable.com  
From: Cecil Frost--- EMO Coordinator

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Cecil Frost  
Emergency Management Coordinator

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**SOCIAL SERVICES**

**1-800-222-9597**

If an incident occurs, which requires the involvement of social services, contact the Canadian Red Cross Provincial Emergency Response, They will contact a social services representative responsible for the area in which the emergency incident occurs.

The local department of social services will coordinate emergency welfare plans with those of other emergency services in the area, with zone and Provincial welfare plans, will ensure food, lodging, registration, inquiries, reuniting families and personal counseling services.

**Evacuation centers are listed in section. 9 pages 01 to 07**

Information required when receiving a call:

- (1) Type of incident.
- (2) Location of incident.
- (3) Callers name and address.
- (4) Call back phone number.
- (5) What services are required (food, lodging, clothing, etc.)
- (6) What other services are at the scene.

**Red Cross Society (Canadian) Sydney      Manager Jason Noseworthy 1-902-564-4114 Fax. 539-4349**

133 Troop Ave  
Burnside Industrial Park  
Dartmouth NS      B3B 2A7  
423-3680      Fax; 422-6247      1-877-356-3226

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**TEMPORARY MORGUES**

If an incident occurs, which requires the use of a temporary morgue contact the RCMP detachment located closest to the incident. The local RCMP detachment will provide the names of facilities that are equipped with cold storage.

Movement of the victims should be completed in conjunction with the RCMP.

Information required when receiving a call:

- (1) Type of incident.
- (2) Location of incident.
- (3) Callers name and organization.
- (4) Call back phone number.
- (5) What services are required?
- (6) How many victims will require cold storage?

<b>RCMP DETACHMENT</b>	<b>OFFICE NUMBER</b>	<b>AFTER HOURS</b>
St. Peter's	535-2002	1-800-272-9569
Arichat	226-2533	1-800-272-9569
Port Hawkesbury	625-2220	1-800-272-9569

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**WEATHER INFORMATION**

Whenever it is important that weather information be obtained in order to successfully deal with an incident, call the Bedford weather office.

The Bedford weather office provides 24-hour weather information service. They have agreed to provide this information to emergency services upon request.

Information required when receiving a call:

- (1) Caller's name, address, and organization.
- (2) Call back number
- (3) Area where weather information required.
- (4) Explain type of incident.

**Bedford Weather Office: 1-877-815-9900**

**STRAIT AREA GROUND SEARCH AND RESCUE ASSOCIATION  
CALL OUT SYSTEM**

**Royal Canadian Mounted Police Actions:**

The missing person call is received by the RCMP investigator who will gather information regarding the occurrence and notify an RCMP incident commander, who will determine if Search and Rescue are required. The RCMP will then call Canso Dispatch 625-0911 who will page the Search Director, assistant managers and search personnel. While this is being implemented, an RCMP Officer goes too the scene and begins filling out the lost person report.

**RCMP INCIDENT COMMANDERS:**

**INVERNESS:**

**PORT HAWKESBURY:**

Cst. Stanley Boudreau 625-2220 w  
226-0606 h 631-0758 C

Cst. Shelby Miller 625-2220

**ANTIGONISH: 4 Fairview St. B2G 1R3**

Ian Monteith 863-6500 W

**GUYSBOROUGH: 533-3801**

**SHERBROOK: 522-2200**

**ST PETER'S** 535-2002

**CHETICAMP: 224-2050**

**CANSO: 366-2440**

**Inverness 258-2213**

**Steve Faulkner 258-3464 H**

**CIGO Radio: 625-1220**

**CJFX: 863-4580**

**Cape Breton GS&R**

On call Search Manager 24/7  
562-2292

**Cheticamp GS&R**

Leo LeFort 224-2247  
David Deveau 224-2244 / 224-0686

**Inverness GS&R**

John MacLellan 258-3431 (h)258-2987 (w)  
Michael MacIssac 258-3699  
Dave Miller 258-2111

**RCMP DOG MASTER**

Cpl. Glen Brown 625-0136 C: 631-3440  
pager: 558-1635 (h) 625-5615 fax: 625-5323

**RCMP Emergency 911**

Non-RCMP Emergency after hours  
Telecom: 1-800-803-7267

**Dispatch: 893-1323**

**Strait Area Ground Search & Rescue Association**

Cecil Cashin 358-2584 H 870-5412 C  
870-0246 C

Albert Boudreau: 232-2153 H  
Terry Terrio 535-2374 H 631-3486 C

**SHUBIE RADIO 1-900-565-2224**

**CANSO DISPATCH:**

**Emergency: 625-0911**

**Non-emergency: 625-3090**

**Canadian Coast Guard**

**Emergency: 1-800-565-1582**

**Emergency Rescue Center:**

Dave Lever  
1-800-565-1742 Cell: 227-8180

**ACTIONS  
CANSO DISPATCH**

Information is received from the R.C.M.P., name of missing person is copied down as well as a call back number, time and last known location of missing person. Then a call is placed to the Search Director or assistant manager. A page is then put out to search members who have pagers, others are notified by phone. requesting the search teams report to the predetermined location.

**SEARCH DIRECTOR  
Terence Terrio 535-2374 pager number 253 cell 631-3486**

**ASSISTANT SEARCH MANAGERS**

John Delorey	232-2350 H	Cell 863-8767	Pager # 253
Val Cashin	358-2822 H	625-3512 W	Pager # * 3370
Cecil Cashin	358-2584 H	Cell 870-0246 870-5412	No Pager
Terence Terrio	535-2374 cell. 631-3486		Pager # 253 or 226
Tony Sampson	234-2652 H	Cell 840-1737	Pager # 253
	Work	Cell 227-7293	
George Gerrior	863-1976	Cell 863-8754	Pager # 120
Stewart MacKay	587-2868		Pager # 203
Wilfred Gerrior	863-1728 H	863-1577 W	Pager# 120
George Gillis	863-5628 H	867-2149 W	Pager # 253
Tino Winter	368-2926		

**OPERATIONS CHIEF**

Jack Kavanaugh 535-2228  
Cell 227-7439 Pager # 226  
EMT and Repeller

Kenneth McChesney  
Cell 867-0470  
h. 232-3345

Albert Boudreau  
232-2153

**RADIO OPERATORS**

Sharon Benoit 232-2153  
Adèle Bennett 232-2894  
Messages 234-3381

**RCMP COORDINATOR**

Jim Arsenault 679-5555 W

**EMERGENCY ONLY**

**Call CANSO DISPATCH 625-0911 AND REQUEST THE SEARCH DIRECTOR/MANAGER BE NOTIFIED, INFORMING HIM/HER OF THE SEARCH AND GIVE A CALL BACK NUMBER.**

## EASTERN ZONE EMERGENCY MANAGEMENT COORDINATOR'S

Full name	municipality	Civic address	community	Post al code	Office	Home phone	fax	cell	E-mail
John Dilny	CBRM	866 Grand Lake Rd.(W)	Sydney	B1P 6T9	563-2352	862-3122	563-7978	565-4786	<a href="mailto:jrdilnydilny@cbrps.ca">jrdilnydilny@cbrps.ca</a>
Blair Brewer	CBRM	Massey Drive	Sydney		563-5256	270-2166	563-5290	565-3942	<a href="mailto:bibrewer@cbrm.ns.ca">bibrewer@cbrm.ns.ca</a>
Bill Dinn	Ant. Town & County	52 Thompson Street.	Antigonish	B2G 1E4	863-1117	863-1185	863-5642	870-0632	<a href="mailto:Bill.dinn@ns.sympatico.ca">Bill.dinn@ns.sympatico.ca</a>
Joe Bouchie	Ant. Town & County	64 Pleasant Street	Antigonish	B2G 1W7	863-2578	863-1871	863-4437	863-8541	<a href="mailto:jbouchie@rkmacdonald.ca">jbouchie@rkmacdonald.ca</a>
Joe O'Connor	Inverness County	P.O.Box 375 375 Main St	Port Hood	BO2 2W0	787-3502	258-3250	787-3110	258-5999	<a href="mailto:Joe.connor@invernesscounty.ca">Joe.connor@invernesscounty.ca</a>
Connie Osborne	Membertou First Nation	24 Tupsi Drive	Membertou		564-6466 ext2550	270-2933		565-7298	<a href="mailto:connieosborne@membertou.ca">connieosborne@membertou.ca</a>
Elaine Allison	Wagmatcook First Nation				295-1386			295-8009	<a href="mailto:eallison@wagmatcookhealth.ca">eallison@wagmatcookhealth.ca</a>
Cecil Frost	Richmond County	2357 Main Street	Arichat	B0E 1A0	226-2400	345-2055	226-1510	227-5896	<a href="mailto:Cecil.frost@county.richmond.ns.ca">Cecil.frost@county.richmond.ns.ca</a>
Terry Terrio	Richmond County	9375 Pepperell Street	St. Peter's	B0E 3B0		535-2374	226-1510	631-3486	<a href="mailto:terenceterrio@ns.sympatico.ca">terenceterrio@ns.sympatico.ca</a>
Lyle Donovan	Victoria County					336-2706	674-0064	578-1994	<a href="mailto:isdonovan@ns.sympatico.ca">isdonovan@ns.sympatico.ca</a>
Donald D'Entremont	Guysborough County	PO Box 88	Guysborough	B0H 1N0	232-2810	533-3577	533-3577	870-0295	<a href="mailto:Donald.d'entremont@strait.ednet.ns.ca">Donald.d'entremont@strait.ednet.ns.ca</a>
Shawn Andrews	Guysborough County	P.o.Box79 33 Pleasant St .	Guysborough	B0H 1N0	533-3705 ext.231	533-2033	533-2749	870-2304	<a href="mailto:sandrews@modg.ca">sandrews@modg.ca</a>
Robert Robichaud	St. Mary's				522-2400	522-2095	522-2974	328-4015	<a href="mailto:Jordan.robichaud@ns.sympatico.ca">Jordan.robichaud@ns.sympatico.ca</a>
Shawn Mills	St. Mary's	607 Old Hill Rd.	Sherbrook	B03 3C0	522-2400	522-2469	522-2974	328-7816	<a href="mailto:Shawn.e.mills@gmail.com">Shawn.e.mills@gmail.com</a>
Quentin Doucette	Richmond County	Box 538 RR#1 St.Peter's	Potlotek First Nation	B0E 3B0	535-3317 ext 229	Work 631-3141		631-5211	<a href="mailto:quentindoucette@ns.sympatico.ca">quentindoucette@ns.sympatico.ca</a> <a href="mailto:publicworks@potlotek.ca">publicworks@potlotek.ca</a>
Laurie Reid	Mulgrave	439 Murry St.	Mulgrave	B0E 2G0	747-2157	623-0478	747-2227		<a href="mailto:Lauriee1965@gmail.com">Lauriee1965@gmail.com</a>
Peter Stevens	Eskasoni First Nation				379-3200	379-2896	379-2421	578-5876	<a href="mailto:pstevens@eskasonihealth.ca">pstevens@eskasonihealth.ca</a>
John Prosper	Paq'tnkek First Nation				386-2781ext2222				<a href="mailto:Johnr.prosper@paqtnkek.ca">Johnr.prosper@paqtnkek.ca</a>
John Cremo	Waycobah First Nation				756-9000	623-1850			<a href="mailto:mrcremo@gmail.com">mrcremo@gmail.com</a>
Roddie MacLean	Port Hawkesbury	17 Napean St	Port Hawkesbury	B9A 2E4	631-0192	625-2609	625-0040	631-0192	<a href="mailto:dawna.macdonald@townofporthawkesbury.ca">dawna.macdonald@townofporthawkesbury.ca</a>
Rod Phillips	Waycobah First Nation				756-9000	227-0545			<a href="mailto:Gedj123@hotmail.com">Gedj123@hotmail.com</a>
George Muise	EMO NS	866 grand Lake Rd.	Sydney	B1P 6T9	563-2093	849-4610	563-5711	563-6396	<a href="mailto:muisegt@gov.ns.ca">muisegt@gov.ns.ca</a>

**SEARCH DIRECTOR AND ASSISTANT MANAGER'S ACTIONS**

The Search Director and or the assistant Manager's upon receiving the call will immediately go to the search location and meet the RCMP incident Commander assigned to the incident. They will obtain from this officer all the information regarding the occurrence. They will establish a command center (complete with maps and communications equipment) where search managers and teams will be assigned. Where possible an operations chief will go to the local Fire Hall to form search teams as personal report in. Otherwise teams will be formed on site.

**THE SEARCH DIRECTOR OR ASSISTANT WILL CALL SHUBIE RADIO AND REQUEST THEY NOTIFY EMO**

**George Muise**  
Emergency Management Planning Officer  
NS EMERGENCY MANAGEMENT office  
Eastern Zone  
866 Grand Lake Road, Suite # 5  
Grand Lake, NS B1P 5T9  
FAX 563-5711 W 563-2093  
Cell 563-6396

**DOMINIC FEWER**  
EMERGENCY MANAGEMENT Planning Officer  
NS Emergency Management Office  
Central ZONE  
902- 893-5896 CELL 897-1528  
FAX 893-1648

**EMERGENCY MANAGEMENT ORGANIZATION**  
**WHENEVER THERE IS A SEARCH CALLED THE 24 HOUR STAND BY OFFICER MUST BE**  
**NOTIFIED**  
**1 866-424-5620**

**FAX 1-902-424-5376 ATTENTION DIANE CASWEL SHUBIE RADIO 1-800-565-2224**

**STRAIT AREA MUTUAL AID ASSOCIATION FIRE DEPARTMENT ACTIONS**

**EACH FIRE DEPARTMENT WILL CALL THE NON-FIRE DEPARTMENT MEMBERS IN THEIR COVERAGE AREA AND ASK THEM TO REPORT TO THE REQUESTING FIRE STATION.**  
**NOTE: ALL MEMBERS SHOULD BE FULLY EQUIPPED. EACH DEPARTMENT IS REQUESTED TO SEND AT LEAST ONE, VHF RADIO. UPON THEIR ARRIVAL AT THE SEARCH SITE THEY WILL BE ASSIGNED TO TEAMS OR GIVEN OTHER INSTRUCTIONS.**

**Strait Area Ground Search and Rescue Association**  
**To be called out when there is a Search**  
**or major fire event**

<b>Fire Department:</b>	<b>Pager Number</b>	<b>Fire Station Number</b>	<b>Date Paged Out</b>
Antigonish County	120	863-6911	
Antigonish Town	110	863-3359	
Canso	366-2222	366-2440	
Chapel Island	205	535-2825	
Four Valleys	101	863-6771	
Grand River	203	587-2244	
Guysborough	214	533-2413	
Harbour View	396	387-2222	
Havre Boucher	260	234-2711	
Island View (Port Felix)	390	358-2490	
Isle Madame	215	226-3660	
L'Ardoise	224	587-2621	
Larry's River	309	525-2075	
Little Dover	366-2228	366-2228	
Louisdale	230	345-2157	
Manchester-Bolyston	224	533-3550	
Mulgrave	210	747-3191	
Pomquet	243	386-2987	
Port Hastings	240	625-2048	
Port Hawkesbury	253 S&R 232 Fire	625-1313	
St. Andrews	242	863-1548	
St. Peter's	226	535-2568 or 535-3188	
Tracadie	251	232-2560	
West Bay Road	221	625-1786	
Whitehead	3370	358-2048	
Search & Rescue	253		
Terence Terrio	253 OR 226 Cell:	631-3486	535-2374
John Delorey	253 Cell 863-8767	232-2350	
Val Cashin	370 w 625-3512	358-2822 H	
George Gerrior	120 Cell 863-8754	863-1976	
Cecil Cashin	253 Cell 870-0246	358-2584	
Tony Sampson	253 Cell 870-1737	234-2652 H	227-7

**January 05, 2011**

**Note:** We are requesting Search & Rescue personnel who are also Fire Dept. members to have the tone for 253 placed in their pagers.

This will eliminate waking Fire Department personnel unnecessarily.

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Cape Breton Regional Emergency Response  
Team  
19 Rosewood Ave.  
Glace Bay NS  
B1A 2Y4

5/24/2002

Mr. Cecil Frost  
Emergency Measures Coordinator  
Richmond County NS

Re: Letter of Understanding

Dear Cecil;

The Cape Breton Regional response Team is responsible to respond to Hazardous Material incidents in the Cape Breton Regional Municipality.

We recognize that the specialized equipment and training required responding to such incidents is not readily available to neighboring communities bordering CBRM.

Therefore, the Cape Breton Regional Emergency Response Team is available to respond to hazardous materials incidents in the Richmond County area. Our response of course is Subject to our availability, as the possibility exists that we may be active at a hazardous materials incident, at the time of the request from your community.

Yours sincerely,

George Muise  
Chairman,  
CBR Emergency Response Team.

Original signed copy is at the Richmond  
Municipal office

Richmond Villa  
P.O. Box 250  
St. Peter's  
N. S. B0E 3B0

Mr. Cecil Frost  
Emergency Measures Coordinator

Dear Mr. Frost,

I am writing to conform my conversation with Mr. Terry Terrio regarding the use of Richmond Villa's bus by EMO.

Richmond Villa will grant access to our bus for EMO to use in the emergency evacuation of any facility within our area.

Arrangements can be made by contacting Richmond Villa at 535-3030 and speaking with myself or whoever is the designated charge person on duty at the time.

I hope this arrangement meets your needs, if you have any questions please contact me at the above number.

Sincerely,

Margaret Morrison  
Administrator

Cc Terry Terrio

Original signed copy is at the Municipal Office

**MUNICIPALITY of THE COUNTY of RICHMOND**

**STATE OF EMERGENCY**

When a state of emergency or a state of local emergency has been declared in Richmond County; the Municipality has the power to acquire or utilize any equipment or qualified person necessary for the protection of property and the safety of residents in Richmond County.

During a state of emergency or a state of local emergency, no contractor may charge higher prices for equipment or personnel than the fair market value of the same thing before the emergency.

Richmond Sand & gravel:	<u>Perry Marchand</u>	<u>Oct 19, 2011</u>
Wilfs Salvage:	<u>Jason Marchand</u>	<u>Aug 23, 2011</u>
Superior Contracting:	<u>?</u>	<u>Aug 25, 2012</u>
T. Sampson and Sons:	<u>See attachment</u>	
Covin Contracting:	<u>?</u>	
Macleod's Excavating:	<u>David MacLeod</u>	<u>May 09, 2012</u>
Burke Brothers:	<u>Bernard Burke</u>	<u>May 08, 2012</u>
Leonard Martell Enterprises:	<u>John Martell</u>	<u>May 13,2012</u>
Kelly's Trucking:	<u>Stewart Kelly</u>	<u>May 07,2012</u>

The signed document and attachment can be seen at the Municipal Office.

**RICHMONT COUNTY EMERGENCY PLAN  
SUPPORT EQUIPMENT LIST  
TOW TRUCKS**

<u>A. A. TOWING.</u>	<u>PORT HAWKESBURY</u>	<u>625-3022</u>
<u>CANSO FORD</u>	<u>PORT HAWKESBURY</u>	<u>625-3000</u> <u>(C) 227-8400</u>
<u>DON'S TOWING</u>	<u>PORT HAWKESBURY</u>	<u>625-1600</u>
<u>ATLANTIC TOWING ( MARINE )</u>	<u>POINT TUPPER</u>	<u>625-5721</u>
<u>RICHMONT TRANSMISSION &amp; TOWING</u>	<u>RED ISLANDS</u>	<u>578-9959</u>
<u>BRENT'S AUTOBODY</u>	<u>TWO TRUCKS</u>	<u>RIVER BOURGEOIS</u>
		<u>535-2805</u> <u>Cell: 623-0100</u>



**RICHMONT COUNTY EMERGENCY PLAN  
SUPPORT EQUIPMENT LIST  
AUXILIARY COAST GUARD BOATS**

				<b>PHONE:</b>
ST. PETER'S FIRE DEPT. RESCUE BOAT	Zodiac on trailer	ST. PETER'S 115 HP	911	902-625-0911
<u>8 Wheel Argo</u>				
Louisdale	Johannes Sturm		902-631-2301	902-345-2883
8 wheel Argo with trailer will carry four persons on water, 6 person's on land. It is equipped with a heater and is closed in. Has safety equipment.				
<hr/>				
MALCOLM MACDONALD	44'.11in., 25 ft wide FORCHU 42FT.	"Brittany \$ Madison" 165 HP & 41FT	235 HP	902-884-2752
<hr/>				
GARY RANEY	L'ARDOISE	45 FT.	370 HP	902-587-2072
				Cell 902-227-7641
GRAHAM MACCUSPIC	GRAND RIVER	38FT.	350 HP	902-587-2205
				Cell 902-631-2308
ROBERT URQUHART	DUNDEE	22 ft. Boston Whaler	150hp	902-345-2077
				cell 902-631-2301
JOHANNES STURM	LOUISDALE			902-345-2883
				cell 902-227-7655
LAURIE MACNEIL	ARICHAT		902-226-1020 (h)	902-226-1674 (w)
<hr/>				
RCMP	BADDECK	22FT.	TWIN 135hp	902-295-2350
<hr/>				
Harold Shave	St. Peter's	39 ft. cape island		902-535-2915

The coast guard auxiliary in Cape Breton are broke into three zones

Zone 8 Bras D'or Lake thence to Main A Dieu and Cape North

Zone 9 Main A Dieu to the causeway

Zone 6 Cape North to the Causeway

**RICHMOND COUNTY EMERGENCY PLAN  
SUPPORT EQUIPMENT LIST  
ALL TERRAIN VEHICLES**

**ISLE MADAME A. T. V. RIDERS ASSOCIATION**

<b>PRESIDENT:</b>	Norma Boudreau	226-3017
<b>SECRETARY:</b>	Shelly Short	226-9325
<b>TREASURER:</b>	Andrea Boudreau	226-3620

FOR A. T. V. 'S ON ISLE MADAME CONTACT ANY OF THE ABOVE AND THEY WILL NOTIFY MEMBER'S OF THE ORGANIZATION.

**Ski does**

Tony Pierce	226-9601	Blair Babin	226-2336
Glen Richard	226-2324	Ryan Richard	226-2374

**Isle Madame ATV**

Guy Landry	226-0516	Omar Sampson	226-2328	
Allan Sampson	226-1039			
Adrian Sampson	226-3378	Russell Martell	226-3405	
Tony Boudreau	226-2849	Barry Landry	226-1819	
Lionel Boudreau	226-2033	Gerard Boudreau	226-2975	
Alfred Martell	226-3091	Cecil David	226-3740	
Kenny MacDonald	226-3311	Robert Sampson	226-2137	
Pat Terrio	226-2920	with trailer	Carl Boudreau	226-9797
Sonny Landry	226-2078	David Ranson	226-3241	
Wayne Babin	226-2842			
Keith Fougere	226-2256			
Marcel Boudreau	226-3496	Wayne Sampson	226-2699	

**Chapel Island:**

James Gloade	535-2611	Arthur F. Johnson	535-2095
John D. Johnson Jr.	535-2664	Francis Doucette	535-2959
Norman Isaac	535-3720	Durward Marshal	535-2915
Leonard Stone	535-2525	Noel Battiste	535-3426

**Grand River**

Richard Macleod	587-3266	Kevin MacAulay	587-2153
Kevin Warner	587-2358		

**Municipality of the County of Richmond  
Emergency Plan Support Equipment  
All Terrain Vehicles**

**L'Ardoise**

Jerome Pottie	587-2831	Earl Mombourquette	587-2666
Sonny O'Brian	587-2670	Keith Martell	587-2965
Joey Pottie	587-2030	Harry Sampson	587-2376
Kelly Clannon	587-2448		

**Louisdale**

Dale Sampson	345-0754	with trailer	Greg Sampson	345-2879
Brent Sampson	345-2929		Conrad Landry	345-2296
Adrian Boudreau	345-2896	with trailer		
David Matthews	345-2986	with trailer		
Barry LeBlanc	345-2251	with trailer		
Jamie Power	345-0580	with trailer		
Arnold Peoples	345-2304	with trailer		
Carl Jeffrey	345-2180	with trailer		
Leroy Boudreau	345-2517	with trailer		
Kenny Landry	345-0525	with trailer		
Donny Linden	345-2195	with trailer		
Jason Marchand	345-2481	with trailer	cell 227-7420	

**Babin's Service Center, Lennox Passage 345-3161**

**Municipality of the County of Richmond  
Emergency Plan Support Equipment  
All Terrain Vehicles AND SKI DOES**

**St. Peter's**

	<b>PHONE #</b>		<b>PHONE #</b>
<u>Lenus Sampson</u>	535-2230		
<u>Terry Calder</u>	535-2836	<u>Donald Macauley</u>	535-3244
<u>Billy Carter</u>	535-2070	<u>Bobby Carter</u>	535-2097
<u>Charles Carter</u>	535-3744	<u>Andy Landry</u>	535-2618
<u>Clifford Carter</u>	535-2349	<u>Eddie Pettipas</u>	535-2585
<u>Freddie Landry</u>	535-2686	<u>Georgie Robertson</u>	535-2558
<u>Kevin Dakai</u>	535-3726	<u>Blair Boudreau</u>	535-3183
<u>Jim Adams</u>	535-2055	<u>Lorne Burke</u>	535-3632
<u>George Stone</u>	535-2637		

**Ski does**

<u>Lorne Burke</u>	535-3472	<u>Pias MacNeil</u>	Road to Lions hall
<u>Dennis Boudreau</u>	535-3496 cell 631-0080	<u>Darryl Sampson</u>	535-2275
<u>Jason Basque</u>	535-2045	<u>Bobbie Carter</u>	535-2097
<u>Greg LeBlanc</u>	535-2110 8975 Pepperell St.	<u>Jason Landry</u>	535-3234
<u>Marvin MacLean senior</u>	535-3260 (2) ski does	<u>Blaine Landry</u>	535-3700

**Other Resources**

**Dept .of Natural Resources St. Peter's**

Contact      Tom Murray            535-2492  
                   Lloyd MacDonald        535-2538

( 3 )            Yamaha Big Bears ( 350 cc )  
 ( 1 )            Kodiak 400 Yamaha  
 ( 1 )            Polaris 400

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
HEAVY EQUIPMENT RESOURCE INVENTORY**

Company Name: Superior Contracting Arichat

Contact Person: Glen Marchand

Phone Numbers: work: 226-3391 Cell: 227-7909

<b>SUPPORT EQUIPMENT:</b>	<b>Number</b>	<b>Size</b>	<b>Track</b>	<b>fuel</b>
Backhoes	1			
Bull Dozers	2	65 D6/20 Ton D39/12 Ton	X	
Dump Trucks	2	Tandem		
Front End Loaders	2	4 cu. yd. AND 6 cu.yd.		
Floats	2	35 Ton and 50 Ton		
Excavators	6	3 @ 35 Ton;. 1 @ 50 Ton; 1 @ 114 ton; 1 @ 25 ton		
<b><u>OTHER SPELIALIZLED EQUIPMENT:</u></b>				
Generator:	2	1 @ 460 volts and 1@ 6000 KW		
Steam Jenny	1	3000 PSI Electric		Furnace oil
Barges	4	sectional		
Tug Boat	1	V6 200 horse power		
Landing Barge	1			
Skid Steer	1		X	

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
HEAVY EQUIPMENT RESOURCE INVENTORY**

**COMPANY NAME:** Peter Covin's Contracting Ltd. West Arichat

Contact Person: Peter Covin

Phone Numbers: work: 227-7868 home & fax: 226-0277 cell: 227-7703 David's

<b>Support equipment:</b>	<b>Number</b>	<b>size</b>	<b>track</b>	<b>fuel</b>
<u>Backhoes</u>	<u>2</u>	<u>cat 4x4 / 2005</u>	<u>JCB1400 B, 1991</u>	
<u>Bulldozer</u>	<u>1</u>	<u>cat 04K/ 2008</u>		
<u>Dump trucks</u>	<u>2</u>	<u>Volvo 1994 and Int. 1988</u>		
<u>Floats</u>	<u>1</u>	<u>JC 20 ton, 2002</u>		
<u>Snow plows / trucks</u>	<u>1</u>	<u>GMC 4x4, 2500</u>	<u>207</u>	
<u>Excavators:</u>	<u>2</u>	<u>Cats: 312, 2010; 225, 1988</u>		

**Other Specialized Equipment:**

<u>Pumps:</u>	<u>1</u>	<u>2" with hoses</u>		<u>gas</u>
<u>Pump</u>	<u>1</u>	<u>3" with hoses</u>		<u>gas</u>
<u>Pump</u>	<u>1</u>	<u>1 1/2 with hoses</u>		<u>Electric</u>
<u>Washer</u>	<u>1</u>	<u>3500 PSI</u>		<u>gas</u>
<u>Steam Jennie</u>	<u>1</u>	<u>3500 PSI</u>		<u>Electric</u>
<u>Generators:</u>	<u>3</u>	<u>5200 watts: 2 @ 2600 watts</u>		
<u>Bushcutter</u>	<u>1</u>	<u>5" wide</u>		

Silt fences and spill clothes

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
HEAVY EQUIPMENT RESOURCE INVENTORY**

COMPANY NAME: Richmond Sand and Gravel Louisdale

CONTACT PERSON: Perry Marchand

Phone Numbers: work: 345-2078, home:345-2977 cell: 227-7766

<b>SUPPORT EQUIPMENT:</b>	<b>NUMBER</b>	<b>SIZE</b>	<b>TRACK</b>	<b>FUEL</b>
Back Hoes	1	Cat		
Bull dozers	2	23 ton kamato and 14 ton cat		
Dump trucks	4	Western Starr		
Front end loaders	1	930 cat 14 ton		
Floats:	2	1 homemade 25 ton and 1 tag along 21 ton		
Snow plows/trucks	1	dodge		
Loader	1			
Excavator	1	18 ton cat		
Excavators	3	1 @ 320 DL; 1 @ 320 BL; 1 @ 320CL		

**OTHER SPECIALIZED EQUIPMENT:**

Pressure washers:	1			
Generator	1	6000 BTU		
Grader	1			
Skid steer	1	with attachments: plow, fork lift, post hole digger.		

**Other specialized equipment:**

**Specialize in oil spills and clean ups**

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
HEAVY EQUIPMENT RESOURCES INVENTORY**

COMPANY NAME: T. Sampson & Sons Louisdale

CONTACT PERSON: Tommy Sampson

Address: 17 River Dr. P.O.Box 17 Louisdale NS B0E 1V0

PHONE NUMBERS: Business: 345-2331 Cell: 227-8672

<b>SUPPORT EQUIPMENT:</b>	<b>NUMBER</b>	<b>SIZE</b>	<b>TRACK</b>	<b>FUEL</b>
Back hoes:	2	10 ton 11/2 yd bucket		
Bull dozers:	2	8 & 19 ton		
Dump trucks:	3	tandem		
Floats:	2	tag along		
Snow plows / trucks:	1	tandem		
Snow plows/trucks	3	¾ ton 4x4		
Excavators:	1	@ 22 tons & 3 @ 16 tons		

**OTHER SPECIALIZED EQUIPMENT: IE. none**

Wood chipper for excavator

Sanders	2	2 yd.		
Grader	1	940 G Volvo 14" blade		
Pumps	1	3" with hoses		
Pumps	2	2" with hoses		



**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
**HEAVY EQUIPMENT RESOURCE INVENTORY**

COMPANY NAME: Burke Brothers Grand Gully Road River Bourgeois

CONTACT PERSON: BERNARD BURKE

PHONE NUMBERS: Work: 535-3022 Cell: 623-0166

**SUPPORT EQUIPMENT:** **Number:** **size:** **track:** **fuel**

Mini Excavator: 1 X

Backhoes: 1

Bull Dozers: 1 D31 X

Dump Trucks: 4 tandem

Front End Loaders: 2

Floats: 1 tag along

Excavators: 2 @ 160 17 ton X

**Other specialized Equipment:**

Trucks with plow 2 ¾ ton

Pressure Washer 1

Generator 1 480 volts 3 phase

**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
**HEAVY EQUIPMENT RESOURCE INVENTORY**

**Company Name:** Kelly's Trucking St. Peter's

**Contact Person:** Stewart Kelly

**Phone Numbers:** Work: 535-2400 Cell 578-2807

<b><u>SUPPORT EQUIPMENT;</u></b>	<b><u>NUMBER</u></b>	<b><u>SIZE</u></b>	<b><u>TRACK</u></b>	<b><u>FUEL</u></b>
Mini Excavator	1	pc 55 / 5 ½ TON	X	
Backhoe	1			
Bulldozers	2	1D4C AND 1 cat. 1902	X	
Dump trucks:	2	TANDOM		
Floats:	1	20 TON TAG ALONG		
Excavators:	2	14 TON & 12 TON	X	

**OTHER SPECIALIZED EQUIPMENT:**

PRESSURE WASHER: 1



**MUNICIPALITY of THE COUNTY OF RICHMOND  
HEAVY EQUIPMENT RESOURCE INVENTORY**

COMPANY NAME: Leonard Martell Ent.

JOHN MARTELL L'Ardoise

Phone Number: Work: 587-2413 Cell

**SUPPORT EQUIPMENT: NUMBER SIZE TRACK FUEL**

Back hoes 1

Bulldozer 1

Excavators 2

Trucks 3

**OTHER SPECIALIZED EQUIPMENT:**

Porters 2

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**EMERGENCY PLAN SUPPORT EQUIPMENT**

**Cranes**

Company		Owner	Phone	Cell	Crane Size
Woody's Crane Rentals		Wood Howell	625-2212 625-1908	227-7055 227-7777	20=35 ton
Cape Breton Crane	Manager	Jack MacLean	625-1400		from 25 ton
	<u>Manager</u>	<u>Jack MacLean</u>	<u>625-3198</u>	<u>227-7590</u>	<u>To 450 ton</u>

COMPANY NAME: Martin Marietta      Patty Madden

Phone numbers      business: 747-3242      Cell: 870-4450

Cranes 3      16 tons;      22 tons;      50 ton;

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
SUPPORT EQUIPMENT LIST  
FUEL & OIL SUPPLY**

<b>STATION</b>	<b>FUEL</b>	<b>HOME</b>	<b>BUSINESS</b>
<b><u>GENERATOR</u></b>			
SEAL COVE GAS BAR	GAS & DIESEL	after hrs. Robin Cotton 951-1333	345-3332
GENERATOR ALSO RUNS SEAL COVE RESTURANT after hr's. Robin Cotton			951-1333
<b><u>Generator</u></b>			
K.Z. AUTOMOTIVE	GAS & DIESEL	Generator to operate pumps	226-2343
Warren Benoit			631-4823
<b><u>GENERATOR</u></b>			
S & M SERVICES	GAS & DIESEL	535-2007	535-2283
<b><u>No Generator</u></b>			
BASQUE & CONVENIENCE	GAS		535-3405
Junior Johnson		535-2664 cell: 227-7178	
Al MacDonald		CELL 631-1512	
AIRPORT Port Hawkesbury	after hour's	226-2936	625-2206
<b><u>No Generator</u></b>			
SAMPSON BUCKY GARAGE	GAS & DIESEL		535-2805
Brent Sampson			623-0100
<b><u>No GENERATOR</u></b>			
WILSON GAS STOP	GAS & DIESEL		226-3592
<b><u>No Generator</u></b>			
POTLOTEKEWEY EXPEDITION	GAS, DIESEL & PROPANE		535-3976
12012 HWY 4	COMP # 593 CONVENIENCE STORE		Fax: 535-2395
Chapel Island, NS	B0E 3B0		
Jennie Doucette	After hours		631-2854

## MUNICIPALITY OF THE COUNTY OF RICHMOND

EMERGENCY PLAN  
RADIO EQUIPMENT

FIRE DEPARTMENT	AMOUNT	RADIO EQUIPMENT TYPE
<b>CHAPEL ISLAND FIRE DEPT.</b>	1	BASE STATION RADIO: VHF
<b>PAGING:</b>	2	MOBILE VHF RADIOS
<b>CANSO DISPATCH: 625-0911</b>	2	PORTABLE VHF RADIOS
NON-EMERGENCY 625-3090	1	TMR MOBILE RADIO
	1	TMR PORTABLE RADIO
	1	TELEPHONE LINE
<b>Red Islands Fire Dept</b>	1	BASE STATION RADIO VHF
<b>PAGING:</b>	2	MOBILE VHF RADIOS
<b>CANSO DISPATCH: 625-0911</b>	3	PORTABLE VHF RADIOS
NON-EMERGENCY 625-3090	1	MOBILE TMR RADIO
	1	PORTABLE TMR RADIO
	8	PAGERS
	1	TELEPHONE LINE
<b>GRAND RIVER FIRE DEPT.</b>	1	BASE STATION RADIO : VHF
St Peter's ambulance responds	2	MOBILE VHF RADIOS
Paging- Highland Mobile Radio	4	PORTABLE VHF RADIOS
Use Oban Tower	1	TMR MOBILE RADIO
	1	TMR PORTABLE RADIO
	1	C. B. RADIO
	1	TELEPHONE LINE
<b>FRAMBOISE=FOURCHU</b>	0	BASE STATION RADIO: VHF
<b>46 Sterling RD.</b>	3	MOBILE VHF RADIOS
<b>St. Peter's ambulance responds</b>	0	VHF PORTABLES
<b>NOTE: NO CELL PHONE COVERAGE</b>	2	TMR MOBILE RADIOS
<b>THEY ARE NORMALLY MONITORING</b>		
<b>REAR BOISDALE TOWER AND THEY</b>		
<b>CAN ALSO TRANSMIT &amp; RECEIVE ON OBAN TOWER</b>		
<b>PAGING CAN BE DONE BY CALLING 1 ( 902 ) 884-2010</b>		
<b>THIS IS THE ONLY NUMBER AT THE FIRE HALL SO THEY CANNOT RECEIVE INCOMING</b>		
<b>CALLS EXCEPT FOR PAGING, HOWEVER THEY CAN CALL OUT.</b>		

## MUNICIPALITY OF THE COUNTY OF RICHMOND

EMERGENCY PLAN  
RADIO EQUIPMENT

<b>L'ARDOISE FIRE DEPT.</b>	1	BASE STATION RADIO: VHF
<b>PAGING:</b>	4	MOBILE VHF RADIOS
<b>CANSO DISPATCH: 625-0911</b>	4	PORTABLE VHF RADIOS
<b>NON-EMERGENCY 625-3090</b>	2	TMR PORTABLE RADIOS
	2	TELEPHONE LINES
<b>LOCH LOMOND</b>	1	BASE STATION RADIO: VHF
<b>Paging by Cape Breton Regional: 563-5151</b>	2	MOBILE VHF RADIOS
St Peter's Ambulance or Sydney responds	4	PORTABLE VHF RADIOS
	1	MOBILE TMR RADIO
	2	PORTABLE TMR RADIO
	8	PAGERS
	2	TELEPHONE LINES
<b>LOUISDALE FIRE DEPT.</b>	1	BASE STATION RADIO : VHF
<b>PAGING:</b>	3	MOBILE VHF RADIOS
<b>Canso Dispatch: 625-0911</b>	3	PORTABLE VHF RADIOS
Non-Emergency: 625-3090	2	TMR PORTABLE RADIOS
<b>AMBULANCE: ARICHAT OR St Peter's</b>	1	MOBILE TMR RADIO
<b>ST. PETER'S FIRE DEPT.</b>	1	BASE STATION RADIO: VHF
<b>PAGING:</b>	4	MOBILE VHF RADIOS
<b>Canso Dispatch: 625-0911</b>	4	PORTABLE VHF RADIOS
Non-Emergency: 625-3090	1	TMR MOBILE RADIO
<b>AMBULANCE ST. PETER'S</b>	2	PORTABLE TMR RADIOS
	2	TELEPHONE LINES
<b>ISLE MADAME FIRE DEPARTMENT:</b>	1	BASE STATION RADIO: VHF
<b>PAGING:</b>	1	BASE RADIO AT RESIDENCE
Canso Dispatch: 625-0911		
Non-Emergency: 625-3090	1	VHF OBAN REPEATER
<b>AMBULANCE ARICHAT</b>	4	MOBILE VHF RADIOS
	4	PORTABLE VHF RADIOS
	2	PORTABLE TMR
	1	TMR BASE RADIO
	1	TELEPHONE LINE

**MUNICIPALITY OF THE COUNTY OF RICHMOND**  
**EMERGENCY PLAN**  
**VHF RADIO FREQUENCIES & TOWER NUMBER'S**

<u>CHANNEL</u>	<u>REPEATER NAME</u>	<u>TOWER # FIRE</u>	<u>TOWER # EMO</u>
1	OBAN REPEATER	139	320
2	OBAN SIMPLEX		
3	FAIRMOUNT	137	318
4	F. SIMPLEX		
5	PROVINCIAL MUTUAL AID		
6	PAGING CHANNEL		
7	KILTARITY	141	322
8	K. SIMPLEX		
9	LUNDY	138	319
10	L. SIMPLEX		
11	REAR BOISDALE	140	321
12	MACLELLAN'S MTN.	135	316
13	NUTBY	134	315
14	OPENED		
15	CREGNISH	147	UNKNOWN

<u>CHANNEL #</u>	<u>CHANNEL NAME</u>	<u>FREQUENCY ( RX )</u>	<u>FREQUENCY (TX )</u>
1	OBAN REPEATER	151.925	154.100
2	OBAN SIMPLEX	151.925	151.925
3	FAIRMOUNT	151.985	154.040
4	FAIRMOUNT SIMPLEX	151.985	151.985
5	PRO MUTUAL AID	153.830	153.830
6	PAGING CHANNEL	153.920	153.920
7	CULTURED	151.805	154.130
8	CULTURED SIMPLEX	151.805	151.805
9	LUNDY	151.745	154.070
10	LUNDY SIMPLEX	151.745	151.745
11	REAR BOISDAIE	152.030	154.190
12	McCLELLAN'S Mountain	152.210	154.220
13	NUTBY	152.030	154.190
14	OPENED		
15	CREGNISH	152.810	158.070
16	CREGNISH SIMPLEX	162.720	162.720

**“TEN-SIGNALS” CODES**

- |       |   |       |  |
|-------|---|-------|--|
| 10-1  | SIGNAL WEAK   | 10-42 | PERSON/VEHICLE IN SURVEILLANCE/SUSPICIOUS CATEGORY   |
| 10-2  | SIGNAL GOOD   | 10-43 | PERSON IN PAROLE CATEGORY  |
| 10-3  | STOP TRANSMITTING   | 10-44 | PERSON IN CHARGED CATEGORY   |
| 10-4  | AFFIRMATIVE (OK)  | 10-45 | PERSON IN ELOPE CATEGORY   |
| 10-6  | BUSY  | 10-46 | PERSON IN PROHIBITED CATEGORY FOLLOW CODE WITH FOXTROT (FIREARMS), LIMA (LIQUOR) DELTA (DRIVING) |
| 10-7  | OUT OF SERVICE  | 10-60 | HI-JACKING   |
| 10-8  | IN SERVICE  | 10-61 | TRUNK REPEATER HOOK UP TO  |
| 10-9  | SAY AGAIN   | 10-62 | STAND BY TRUNK IN USE  |
| 10-10 | NEGATIVE  | 10-63 | TRUNK CALL COMPLETED   |
| 10-11 | -----ON DUTY  | 10-64 | REPEATER LOCKED ON   |
| 10-12 | STAND BY (STOP)   | 10-65 | ANYTHING FOR US  |
| 10-13 | EXISTING CONDITIONS   | 10-66 | NOTHING FOR YOU  |
| 10-15 | MESSAGE DELIVERED   | 10-67 | CHECK ON DRUG INVOLVEMENT  |
| 10-16 | REPLY TO MESSAGE  | 10-68 | SUSPECTED DRUG INVOLVEMENT   |
| 10-17 | EN ROUTE  | 10-70 | AIRCRAFT DIASTER   |
| 10-18 | URGENT  | 10-71 | CHECKING VEHICLE (MAKE, YEAR, COLOR, LICENSE AND LOCATION  |
| 10-19 | (IN) CONTACT  | 10-72 | BOMB THREAT  |
| 10-20 | LOCATION  | 10-73 | EMERGENCY  |
| 10-21 | CALL ( ) BY PHONE   | 10-80 | ARSON  |
| 10-22 | DISREGARD   | 10-81 | BREAK AND ENTER  |
| 10-23 | ARRIVED AT SCENE  | 10-82 | FRAUD  |
| 10-24 | ASSIGNMENT COMPLETED  | 10-84 | OFFENSIVE WEAPON   |
| 10-25 | REPORT TO (MEET)-----   | 10-85 | ROBBERY  |
| 10-27 | LICENSE/PERMIT INFORMATION  | 10-86 | SEX  |
| 10-28 | OWNERSHIP INFORMATION   | 10-87 | THEFT  |
| 10-29 | RECORDS CHECK (PERSON/VEHICLE PROPERTY/BOATS AND MOTORS CNI-CRS FILE)   | 10-88 | THEFT OF VEHICLE   |
| 10-30 | DANGER/CAUTION-CODE MAY BE FOLLOWED BY VICTOR (VIOLENCE), ECHO (ESCAPE), MIKE (MENTAL), OR SIERRA (SUICIDE) TO QUALIFY NATURE OF DANGER |       |  |
| 10-31 | PICK UP   |       |  |
| 10-32 | -----UNITS NEEDED (SPECIFY)   |       |  |
| 10-33 | HELP ME QUICK   |       |  |
| 10-34 | TIME:   |       |  |
| 10-40 | POSSIBLE HIT ON PERSON  |       |  |
| 10-41 | POSSIBLE HIT NOW CONFIRM WITH ORGINATOR   |       |  |

**THE EMERGENCY OPERATION CENTERS IN RICHMOND COUNTY ARE:**

Municipal Building in Arichat	226-2400	Generator
Isle Madame Fire Hall	226-3660	
Louisdale Fire Hall	345-2157	Generator
St. Peter's Fire Hall	535-2568	
L' Ardoise Fire Hall	587-2621	Generator
Chapel Island Fire Hall	535-2825	
Grand River Fire Hall	587-2966	Generator
Red Islands Fire Hall contact:	535-3664; 535-3598	578-9959 cell Wired for generator
Framboise - Fourchu Fire Hall	884-2010	Gen for relocation center "community hall"
Strait Area Ground Search and Rescue Association Command Unit.		625-0911 Emergency 625-3090 Canso Dispatch office

**Roles at Emergency Operation Center**

<b><u>Title:</u></b>	<b><u>Position</u></b>	<b><u>Roles at EOC:</u></b>
EOC Manager	CAO	Supervise the set up and operation of the EOC. Supervise the EOCG. Select back up EOC, if required.
Operations office	EMC	Request the set- up and operations of the EOC, under the direction of EOC manager. Be Responsible for security of the EOC. Prepare work stations for the EOCG.
Duty Officer	Municipal Clerk	Assist the Operations Officer to set up the EOC. Be responsible for administration and clerical support. Manage the EOCG record keeping. Take minutes of the EOCG meetings.

**Activation / Deactivation Of Emergency Operation Center**

Should an incident occur which requires the use of the Emergency Operation Center in the Municipality of The County of Richmond, the following phases should be followed.

**Phase 1: Pre-Emergency**

- (1)** The CAO, Warden, E.M.C. and the planning committee shall report to the EOC and familiarize themselves with the emergency plan , their roles and responsibilities.
- (2)** Prepare contingency plans
- (3)** Pre- deploy any resources.
- (4)** Inform Council.
- (5)** Prepare Press conference

**Phase 2:**

- (1)** Conduct full EOC operation.
- (2)** Implement contingency plan.
- (3)** Appoint lead departments.
- (4)** Generate, receive, log, display, share and use information.
- (5)** Prepare and conduct briefing and press conferences.

**Phase 3 :**

- (1)** Consolidate records / Logs
- (2)** Deactivate EOC.

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLANNING  
TELEPHONE FIBRE OPTICS DISRUPTION**

We have on three occasions lost telephone communications in our area due to severed fiber optic lines. The first Incident, involved a vehicle severing the line in New Glasgow. This incident allowed us to make calls within our own exchange. The second incident was caused by someone digging with machinery in the Cleveland area, of Inverness and or Richmond County. The 3<sup>rd</sup> incident occurred Aug. 29/11, by someone digging near the Port Hawkesbury Airport. If you are on the Aliant telephone system you have a better chance of having coverage within your own exchange. An inconvenience yes, however in case of an emergency you cannot dial 911. This could be a disaster.

In some cases a cell phone, and TMR radios - **MAY NOT WORK, BIG PROBLEM.**

Arrangements have been made with Mr. Bill MacDonald {Canso Dispatch} and requested that should a similar incident occur then he should page the fire departments in Richmond County notifying them, of the situation & personnel will respond to the Fire Hall to man the radios & telephones as per pre-plan. A fire Dept. member will contact the cable channel in their own area requesting that they implement the pre-plan regarding fiber-optics disruptions.

Canso Dispatch will attempt to notify radio stations & request they use the pre-plan which they have from Richmond County, regarding fiber optics disruption.

<b>THE HAWK</b>		<b>625-1220</b>
<b>C.J.F.X. RADIO</b>		<b>863-4580</b>
<b>LE RADIO COMEUNDAIRE</b>		<b>226-0981</b>
<b>CBC radio</b>	<b>news room</b>	<b>1-800-309-5556</b>

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
TELEPHONE FIBRE OPTICS DISRUPTION  
PRE-PLAN FOR COMMUNITY CHANNELS**

When the telephone system is out of service, there is no 911 availability. However you may be able to dial within your own exchange. For emergencies in Richmond County, call your local Fire Department.

**NOTE:**

In St. Peter’s exchange (535), direct all emergency calls to St. Peter’s Volunteer Fire Department.

**MEDICAL EMERGENCY**

In case of total telephone disruption, transport to closest medical center or ambulance depot. If unable to transport, send someone for assistance at either of these locations, or stop at the closest fire hall where there **may be** medical first responders. They will notify emergency services by radio.

<b>FIRE DEPARTMENT</b>	<b>HALL PHONE NUMBERS</b>	<b>CHIEF</b>
St. Peter’s Vol. Fire Department	535-2568	Chief: 535-3263
Grand River Vol. Fire Department	587-2966	Chief: 587-2868
Louisdale Vol . Fire Department	345-2157	Chief: 345-2055
Isle Madame Vol. Fire Department	226-3660	Chief: 226-1276h 227-7231 cell
L’Ardoise Vol . Fire Department	587-2621	Chief: 587-2527
Loch Lomond Vol . Fire Department	822-2996	Chief: 822-1107
Framboise- Fourchu Vol Fire Department	884-2010	Chief: 884-2024
Red Islands Vol. Fire Department	Chief: 535-3598 H 535-3664 W 578-9959 CELL	
	{ Call St. Peter’s Fire Dept. 535-2568 535-3188 }	
Chapel Island Vol. Fire Department	{	}

**ST. PETER’S CABLE CHANNEL 10 ST. PETER’S  
LOCATED AT ST. PETER’S LIONS HALL 535-2767  
FAX 535-2123**

**CABLE CHANNEL TELILE ARICHAT 226-1928  
FAX 226-1331**

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
TELEPHONE FIBRE OPTICS DISRUPTION  
PRE-PLAN FOR RADIO STATION'S**

**Please announce the following;**

Due to fiber optics disruption, there is no 911 availability. However you may be able to dial within your own exchange. For emergencies in Richmond County call your local fire department.

In St. Peter's exchange direct all emergency calls to St. Peter's Volunteer Fire Department (535-2568)

**MEDICAL EMERGENCY**

In case of total telephone disruption, transport to closest medical center during regular hours, ambulance depot, or Fire Department for assistance.

<b>FIRE DEPARTMENT</b>	<b>PHONE NUMBER</b>
St . Peter's Vol . Fire Department	535-2568
Grand River Vol. Fire Department	587-2868
Louisdale Vol . Fire Department	345-2157
Isle Madame Vol Fire Department	226-3660
L'Ardoise Vol . Fire Department	587-2621
Loch Lomond Vol. Fire Department	822-2996
Framboise - Fourchu Vol . Fire Department	884-2010
Red Islands Vol. Fire Department {	}
{ Call St. Peter's Fire Dept.	535-2568
Chapel Island Vol Fire Department {	}



**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
TELEPHONE FIBRE OPTICS DISRUPTION  
PRE-PLAN FOR FIRE DEPARTMENTS**

Upon receiving a page from Canso Dispatch indicating there is a disruption in the fiber optics system, members will respond to their own fire hall to intercept any incoming emergency calls, via local telephone service, or any other means.

Advise your dispatch center that you are at the fire hall, use VHF or TMR radio.

Fire Dept's., Ambulance, & RCMP are requested to monitor MA3 on TMR radio.

It is not necessary for everyone to stay at the fire hall. It is recommended that at least two members monitor the situation during the duration of the emergency. Arrange for other fire Dept. members or ham operators to relieve or assist you.

A fire member will make contact with the local office of cable T.V. & radio station if there is one in their area asking them to implement the Richmond County pre-plan regarding fiber optics disruption

Use the attached forms and question sheets for incoming calls.

<b>HAM OPERATORS</b>	<b>CALL SIGN</b>	<b>PHONE #</b>
GORDON MACDONALD 62 DERAYMOND ST. ST. PETER'S NS B0E 3B0	VE1 GGM	535-3147
EUGENE NICKERSON 26 LERUE'S LANE L'ARDOISE NS B0E 1S0	VE1 ECN	587-2013

Amateur radio site in Oban. This site has been taken over by Department of Transportation. For entry into this site contact Lloyd MacDonald at Natural Resources. 535-2032 or 535-2963  
535-2538 home

<b>AMBULANCE DEPOT ST. PETER'S</b>		<b>535-2063</b>
<b>AMBULANCE DEPOT ARICHAT</b>		<b>226-0243</b>
<b>AMBULANCE DEPOT PORT HAWKESBURY</b>		<b>625-4939</b>
<b>CABLE CHANNEL 10 LOCATED AT ST. PETER'S LIONS HALL</b>	<b>ST. PETER'S</b>	<b>535-2767</b> <b>FAX 535-2123</b>
<b>CABLE CHANNEL TELILE</b>	<b>ARICHAT</b>	<b>226-1928</b> <b>FAX 226-1331</b>





**MUNICIPALITY OF THE COUNTY OF RICHMOND  
COMMUNITY HALLS  
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MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS

River Bourgeois Community Services Society	535-3085	Verbal Agreement
Tara Lynne Community Center		2 fridge
RR1 River Bourgeois NS B0E 1X0		3 electric stoves not wired for alternate power
		1 double door cooler
President: Rose Merrick	535-2141	1 deep freezer
Vice President Sharon Chilvers	535-2152	commercial dishwasher
Janitor Mike Fougere	535-3308	Wheelchair Accessible
Maintenance Wayne Reynolds	535-3637	285 upstairs 120 downstairs
		Oil furnace & electric heat downstairs

A second facility, "the seniors club", is located next to the community hall, it also has kitchen facilities

President: Ann Sampson 535-2803 or Sharon Chilvers 535-2512

**Has hook up for back up power Generator located at St. Peter's Fire Hall**

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St. Peter's Lions Club	535-2482	Verbal Agreement
39 Lions Ave		Kitchen Facilities
P.O. Box 297		2 propane stoves
St. Peter's NS B0E 3B0		1 fridge
		1 double door cooler
King Lion Kelvin Digout Cell: 227-5400	535-2321	1 commercial dishwasher
Gerry Gibson Cell; 623-0220	535-3045	350 seating capacity
Alfred Sampson	345-2641	Wheelchair Accessible

**Has hook up for generator: building is heated by electricity.**

---

Riverdale Community Center	625-0012	Verbal Agreement	seat 300 people
RR1		Kitchen Facilities	Electric heat
Cleveland NS B0E 1J0		10 burner propane stove	
		1 chest freezer	
President Graham Windsor	625-2183	1 standup cooler	
Vice Chair Lisa Morgan	625-3503	1 two door cooler and dishwasher	
	625-2420	Wheelchair accessible	

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Fourchu Development Association	884-2615	Verbal Agreement
9447 St.Peter's Fourchu Rd.		Kitchen Facilities
Fourchu NS B2J 1A9		2 Propane stoves
		1 fridge & 1 upright cooler
President: James MacQueen	884-2523	wheelchair accessible
Vice President: Darryl Gwynn	884-2352	Capacity 100 people
Treasurer Annabelle MacLeod	884-2315	

Wheelchair ramp installed for side entrance. **NOTE:** Cell: phone coverage very poor in this area.

**Drinking water will have to be brought in.**

T.M.R. and V.H.F. radio coverage is also very poor

Section 10 Page 2

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS**

**Framboise Community Center**                      884-2014                      Verbal Agreement  
7690 St Peter's Forchu Rd.                      2 fridges, 1 cooler, 2 stoves electric  
Framboise, NS B2T 1B7                      2 floors, 1<sup>st</sup>. floor, wheelchair accessible  
President: John James MacLeod                      884-2629                      **Well water tested ok, leaves scum on tea**  
Secretary: Sara Morrison                      884-2024                      **suggest bring water in.**  
Treasurer: Evelyn Burke                      884-2319                      Capacity approx.100  
**Has transfer switch for generator Generator located at Fire Hall**

---

**Johnston Parish Hall**                      535-3021                      Verbal Agreement  
RR#1                      Kitchen Facilities  
St. Peter's NS B0E 3B0                      2 Electric stoves                      3 fridges  
Treasurer Elizabeth McNeil                      828-2078                      Capacity 120  
Secretary Louise Campbell                      535-3107                      oil furnace  
                    Barbara Cash                      828-2079                      .

**Building not hooked up for generator**

---

D'Escousse Civic Improvement Hall                      226-3202                      Verbal Agreement  
Civic # 3276 Box 490 Highway 320                      Kitchen Facilities  
D'Escousse NS B0E 1K0                      1 electric stove  
                    4 fridges  
President: Allan Fougere                      226-3158                      1 chest freezer  
V. President Malcolm Beaton                      226-3013                      1 commercial dishwasher  
Treasurer Karin Pottie                      226-3670                      Wheelchair Accessible  
Secretary Annette Fougere                      226-3158                      720 seating capacity 540 dance

**Not hooked up for generator**

---

**L'Ardoise Community Center**                      587-2011                      Verbal Agreement  
Holy Guardian Angel Parish                      Kitchen Facilities  
P.O. Box 145                      3 electric stoves  
L'Ardoise NS B0E 1S0                      2 fridges  
Elsie Middleton                      587-2890                      2 chest freezers  
Blair Mombourquette; Cel. 227-7796                      587-2497                      Wheelchair Accessible  
Alex Sampson                      587-2449                      oil fired hot air furnace  
Fire Dept. also has key                      **Capacity; lower level 211 to 263 upper level; 283**  
**Has transfer switch for generator: Generator located at L'Ardoise Vol. Fire Hall**

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**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS**

<b>Loch Lomond Community Center</b> 3349 Loch Lomond Rd. Loch Lomond , NS B2E 1C5 President: Fire Chief: Colin MacPherson	822-2350     822-1107	Verbal agreement 2 propane & 1 electric stove 1 fridges, 1 freezers 1 cooler capacity 300 wheelchair accessible as well <b>as washrooms</b>
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**NOT HOOKED UP FOR BACK UP POWER**

<b>Louisdale parish hall</b> 156 Church Rd. P.O. Box 642 Louisdale NS B0E 1V0 Jean Landry	345-2316   345-2975	Verbal Agreement Kitchen Facilities 1 commercial stove electric 5 fridges capacity 680 2 hot air furnaces wheelchair Accessible also washrooms
Caretaker Felix Sampson Cell; 623-1446 Glebe House	345-2213 345-2308	

**Not hooked up for generator**

<b>Louisdale Lions Club</b> 3128 Whiteside Road. P.O. Box 686 Louisdale NS B0E 1V0	345-2379	Verbal Agreement 1electric stove Wheelchair accessible Full service kitchen
King Lion Barry Leblanc Cell: 631-0951 Kenny Walker Blair Samson H 345-2153 or W345-2161	345-2826 345-2025 345-2161	Water cooler; <b>Capacity 200</b> 3 stand up coolers 1 chest freezer

**Has Transfer switch for generator** Generator located at Louisdale Vol. Fire Hall

**(Our Lady Of Assumption )**

O.L.A. Parish Hall 2318 High Road. P.O. Box 60, Arichat NS B0E 1A0		Verbal Agreement 1 Electric stove 1 fridges [Wheelchair accessible] [washroom is not] Hot air furnace & electric heat upstairs
President: Barbara McNeil Cell; 227-7655 Andre Boudreau Paul Boudreau Lorrie Bowen @ Pastoral Office Key at St. Ann’s Hospital for emergency use	226-1020 226-2625 226-2810 226-2109 during working hours	<b>capacity total 100</b>

**Has Transfer switch for generator;** Generator located at Isle Madame Vol. Fire Hall

Municipality of the County of Richmond  
Emergency Plan  
Community Halls

**Acadiaville Community Center** 226-2233 Verbal Agreement  
 1436 Highway 206 1 stove electric  
 P.O. Box 400 1 fridge  
 West Arichat NS B0E 3J0 2 coolers in canteen  
 President: Wheelchair accessible  
 V. President: Pierre Samson cell; 226-2415 one Washroom accessible  
 Sec. Sheila Tyrrell cell; 631-4630 226-0996 Seating **capacity 300**  
 Trea. Sheri Dorey 226-0205 oil furnace  
**Has Transfer switch for generator** Generator at Isle Madame Vol. Fire Hall

---

**St. George’s Channel, South Mountain**  
 Arm of Gold Community Association 345-2200 Verbal Agreement  
 3363 St Georges Channel B0E 3K0 2 Electric stoves  
**CONTACT;** Ross Wagg 345-0649 1 Large Cooler, 1 Freezer  
 President: Doris Mathews 345-0495 1 Microwave, 2 Electric roasters  
 Doug Begg 345-0616 2 double toasters, 3 electric grills  
 Alfred Sampson 345-2641 Wheel chair accessible  
 Will seat 100 to 120

**Note: This hall has electric heat and has a generator installed** manual start

---

**Grand River Community Hall/ fire hall** 587-2966 Verbal Agreement  
 11 East Side Grand River Rd. Kitchen Facilities: 2 electric stoves  
 Grand River NS B0E 1M0 1 fridge, 1 chest freezer  
 1 large cooler  
 Fire Chief Stewart MacKay 587-2868 hot water heat  
 Deputy Chief Richard MacLeod 587-2266  
 Annie MacAskill 587-2966 Wheelchair Accessible

**Note: Has transfer switch for generator which is on site**

---

**Janvrins Island Community Hall:** 226-1371 Verbal agreement  
 1442 Janvrins Island Rd. Kitchen facilities  
 Site 7 Comp 0 Electric stove  
 RR 1 West Arichat NS B0E 3J 0 Fridge  
**President:** Gloria Hill 226-0826 Oil furnace  
 V. President: Brian Rose 227-8220 Wheelchair accessible also  
 Secretary: Lorena Landry 226-3762 Washrooms  
 Treasurer: Gloria Hill Work: 226-1928 226-2806 **Capacity 120**

**Note: have their own generator propane run permanent fixture**

---

MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS

**Camp Rankin**

6989 West Bay Highway

Cape George

12 KM. From St, Peter’s intersection of Grenville St and Pepperell St. Changes to West Bay Road Highway

Main Building					Kitchen
Dining room will seat approximately	60.				1 large propane stove
Rec. hall	100				2 electric stoves
Could sleep	120+				2 deep freezers
					3 large fridges
1 male washroom	2 showers	3 toilets	4 basins		2 large coolers
1 female washroom	2 showers	3 toilets	4 basins		1 washer
1 staff washroom	1 shower	1 toilet	1 basin	1 dryer	
8 bunk houses, will sleep 8 people each.					
Camp director’s cabin will sleep 4.					
1 Sick bay cabin with one bed.					

During the winter the water is turned off, but can be turned on if necessary.  
 The cabins are wired for electricity and would have to be turned on, heaters would have to be supplied during cold periods.  
 Heat Main hall, very little oil is kept on hand, no problem getting oil.  
 Water not suitable for drinking, will have to bring in drinking water.

**CONTACT;** Doug Landry 535-2608 Ann Carter or Stewart Carter 535-3744  
 Refer to section 9 page 4a for layout of facility.

<b>Rocky Bay Irish Club:</b>		226-3463		Verbal agreement
791 Rocky Bay Road				2 Electric stoves
RR 1 D’Escousse, NS				1 Grill
B0E 1K0				1 Deep fryer
Treasurer Michael Kehoe	W: 625-4400	226-3689		1 Large fridge in kitchen
	Hugh MacLean	226-2958		2 Smaller fridges
Chairperson Michelle Hearn	cell; 631-0119	226-0420		1 Stand up freezer
				2 coolers in bar
				2 Large chest size freezers
Wheelchair accessible, entrance & bathrooms				<b>Capacity 300</b>
<b>Not hooked up for generator</b>				

MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS

**Lakeside Community Center** 535-2640 Verbal Agreement  
 RR 2 Sampsonville NS B0E 3B0  
 President Doris Carter 535-2454 Oil furnace air  
 Pauline Fougere 535-2514 2 electric stoves  
 Sandra Landry 535-2990 2 fridges  
**NOTE: one resident in community requires oxygen** 175 seating Capacity upstairs  
 Electric water heater  
 Wheelchair accessible and wash room upstairs is wheelchair accessible

---

**Has transfer switch for generator**

**Petit De Grat Community Hall** 226-3435 Verbal agreement  
**“St. Joseph Services”**  
 2010 Main St. P O Box 160 Office: 226-2109 2 electric stoves  
 Petit De Grat NS B0E 2L0 2 fridges  
 Patricia Pertus: 226-2624 1 microwave  
 Madeline Samson: 226-3117 2 Oil furnaces air  
 Father Blaine Devereau: 226-2000 wheelchair accessible  
 seating capacity upstairs 250  
 seating capacity downstairs 150

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**Has transfer switch for generator** Generator located at Isle Madame Vol Fire Hall

**Little Anse Social Action Center** 226-2001 Verbal Agreement  
 Civic # 4114 HWY 206 P.O. Box 39 2 electric stoves  
 Petit De. Grat B0E 3C0 2 fridges  
 President: Rod Samson: cell; 227-7727 226-3087 1 micro wave  
 Secretary: Sherri Samson: 226-0205 360 seating capacity  
 Velma Samson: 226-2985 **Electric heat**

**Not wired for generator.**

---

**Red Islands Fire Hall** **Verbal agreement**  
 14799 Highway # 4 Red Islands 1 electric stove  
 St. Peter’s NS B0E 3B0 1 fridge  
 1 microwave  
 Fire Chief: Peter Campbell 535-3664 w 1 small freezer  
 Deputy Chief: Scott Magdy 535-3529 h Chair lift on inside stairs  
 Darryl Johnston 535-3986 h Capacity: 50-75  
 1 cooler  
**WATER NOT DRINKABLE** Oil furnace, hot air  
 No washrooms upstairs 1 cooler  
 One washroom downstairs 1 dishwasher

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
EMERGENCY PLAN  
COMMUNITY HALLS**

**United Church Hall**

9917 Grenville St.

St Peter's

Minister: Lynn MacKinnon 535-2150

Joe MacKinnon 535-2150

Treasurer: Sherry Baccardax  
Parker Stone Cell: 227-0075 /535-2204 or 535-2885

Bill Harnish 535-2731

**Verbal agreement**

Oil furnace

2 fridges

1 deep freeze

2 electric stoves

wheel chair ramp

washrooms not excisable to

wheelchairs

**New Horizon Seniors Club**

902-226-1915

**Written Agreement**

2373 Highway 206

P.O. Box 164

Arichat, NS

B0E 1A0

Jeanette Roberts 902-226-0536

Joanne LeBlanc 902-226-2519

**Generator On-Site which will power:**

Kitchen Facilities

1 electric stove and oven

2 fridges

2 freezers

1 HW heater

1 Microwave

2 separate washrooms

Wheelchair accessible

Seating capacity 152 persons (in main hall).

**COVER PAGE**

**RICHMOND**

**Pandemic Contingency Plan**

MUNICIPALITY OF THE COUNTY OF RICHMOND

NOVEMBER 2009

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**7.0 EMERGENCY COMMUNITY HALL LOCATIONS---- Refer to Section 10**

**RICHMOND**

**MUNICIPALITY OF THE COUNTY OF RICHMOND  
PANDEMIC CONTIGENCY PLAN**

The following provides an outline of how the Municipal Emergency Management Organization (EMO) intends to support the community in response to a pandemic influenza outbreak.

**1.0 INTRODUCTION**

A pandemic influenza is an outbreak of a viral disease that spreads on a worldwide scale and infects a large proportion of the human population. Influenza pandemics occur when a new strain of the influenza virus is transmitted to humans from another animal species for which people have little or no immunity, and for which there is no vaccine.

Global travel compounds the fact that an outbreak of a highly pathogenic strain, occurring anywhere in the world, will rapidly (within 3 months) become a worldwide outbreak.

All governments and sectors in Canada have a role to play in preparing for, responding to and recovering from a pandemic flue. Planning and preparedness efforts are continuing at all levels of government with the goals of minimizing serious illness, death and social disruption in the event of a pandemic flu.

## **2.0 NOTIFICATION**

Due to international, federal, provincial, and local health surveillance, it is likely that GASHA will provide an advance notice of a possible outbreak. Links have been made between the Municipality of the County of Richmond, Department of Health and GASHA to ensure that situational awareness is maintained. Municipal involvement will be required if emergency response agencies require resource assistance or if essential community services are disrupted due to absenteeism.

The Municipality of the County of Richmond will continue to provide regular updates prior to, during and after a pandemic outbreak through communication channels. These updates will include news and recommendations by EMO, GASHA, Province of NS, the World Health Organizations and ensure that all prevention and precautionary measures are being taken.

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## **RICHMOND**

## **3.0 IMPACT SUMMARY**

It is predicted that the peak of illness will occur within 2 to 4 months of the arrival of the virus and will last approximately 2 weeks. The first wave of the illness (including the 2 week peak) is predicted to last for 6 to 8 weeks and may be followed by a second or subsequent wave.

The federal and provincial governments have adopted modeling predictions based on models from US centers for Disease Control for planning purposes. Given those projections, the following impact could occur within Richmond County:

- \* Infection rate of 75 %= 8250
- \* Clinic ill (defined as too sick to work for at least half a day)= 2060
- \* Seek outpatient care=1030
- \* Require hospitalization= 24- 120 persons (depending on severity rates)
- \* Deaths= 18-100
- \* Work absenteeism rate= 25 %

It must be emphasized that this model is intended to facilitate planning only and is not intended to be predictive.

### **Areas of impact**

The entire Municipality of the County of Richmond is at risk. Neighboring Municipalities and districts may also be affected as a result of a pandemic.

The health response to such large numbers of people sick at the same time will be difficult. As well as responding to the influenza virus, health agencies will also be likely to face staff shortages due to illness. It is

anticipated that a number of health services will be suspended during peak levels of the illness.

The high absenteeism rates across all sectors may create supply problems. This could include food and fuel shortages, Utility and communication interruptions, a reduction in transportation, waste disposal and water treatment interruptions. There is also a possibility of social disorder if basic supplies require rationing or are unavailable.

Municipal units may face difficulty in maintaining municipal operations and operating the emergency Operations Centre if key staff members are infected. Because of the provincial and worldwide nature of a pandemic, mutual aid partners may not be available to provide resources to the Municipality of the County of Richmond. The Municipality may also be unable to fulfill aid requests from outside agencies and areas.

The Municipality of the County of Richmond will, however, strive to take all necessary recommended actions for prevention and to ensure minimum impact of a pandemic outbreak.

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## **RICHMOND**

### **Vulnerable Populations**

Epidemiological investigation is likely to reveal vulnerable populations as the pandemic progresses. During previous outbreaks, vulnerable populations have included age groups outside of the typical groups vulnerable to this influenza and have been predominant in the age range of 20—45 years of age. Typically, influenza outbreaks cause an increase in problems in the elderly or the very young.

Other populations likely to be vulnerable include:

- Individuals with immunodeficiency disorders
- Health care workers
- Emergency response workers.

### **Vulnerable Infrastructure**

- Health care facilities ( acute and primary)
- Continuing care facilities
- Emergency response services
- Government structures
- Schools

## Lead Agencies

- GASHA (public health response)
- Provincial Government
- Municipality of the County of Richmond EMO (coordination during critical service disruptions)

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### RICHMOND

#### **4.0 AYTHORITIES AND ROLES**

1. The Guysborough Antigonish Strait Health Authority (GASH) will manage the public health response to a pandemic including providing public information on appropriate health actions.
2. The Regional health authority will provide information received from the Provincial Department of Health Promotion and Protection on public health recommendations, such as social distancing and community closures to the Municipality of the county of Richmond EMO.
3. The regional health authority will be responsible for setting up and maintaining alternative care facilities (non-traditional sites) including patient care staff; if necessary. Essential services for these facilities such as security, meals and basic provisions may be requested from the Municipality and their emergency support partners.
4. Essential communication lines for community services such as power, communications and food supply will be maintained by the community response network. An ability to maintain these services will be communicated to the Municipality of the County of Richmond EMO at least 24 hours or more prior to the shutdown.
5. During a local widespread outbreak, an Emergency Operations Center (EOC) will be established. The regional health authority will maintain the emergency center either physically or via communication lines. The center will maintain reporting structures to the NS Department of Health EOC and to the Municipality of the County of Richmond EOC.
6. NS EMO in cooperation with the NS Department of Health will issue public health alerts on local radio and television stations as deemed necessary.

7. A local state of emergency will be declared as deemed necessary and as required.
8. Mutual aid assistance outside from EMO will be limited.

## **RICHMOND**

### **5.0 GENERAL APPROACH**

The Municipality of the County of Richmond EMO will be focusing on the following three objectives during a pandemic:

1. Provide community warnings, alerts and messages in conjunction with GASHA and other provincial departments.
2. Support emergency response agencies as required.
3. Maintain situational awareness of services and support as necessary.

### **SUMMARY OF EMO DECISIONS**

- When to initiate alerts/warnings in support of Health Authority or as required due to essential service disruptions.
- When/where to hold media conferences and generate messages during essential service disruptions.
- EOC activation and deactivation.
- Requirements for a declaration of state of emergency(s).
- Manage requests from emergency support partners.

- Monitor status and manage requests from essential community services.

## **PANDEMIC EMO PRE-PLANNING PHASE**

- Hold information sessions throughout the Municipality in partnership with GASHA, the Dept of Health, the Richmond Municipal Council and the EMC.
- Promote local immunization.
- Prepare a list of volunteers in case of an influenza pandemic and adopting a “Help Us Help You” attitude.
- Plan for sustained high volume care needs.
- Select non-traditional sites.
- Stock up on personal protective equipment i.e. Masks, gloves, hand sanitizers, cleaning and disinfectant solutions.
- Update plan, revise as necessary and ensure that contacts and resources are current.

Section 11 Page 7

## **RICHMOND**

### **Pandemic EMO Action Plan**

- Hold situational reports.
- > Determine Emergency Operations Center requirements.
- > Determine Emergency Response Agency requirements.
- > Issue media releases.
- > Set a schedule for situational reports.
- > Declare a state of local emergency if necessary.
- > Open non-traditional sites;
- Respond to any requests from the Department of Health or GASHA.

**RICHMOND**

**6.0 PANDEMIC PREPARDNESS FOR THE H1N1 SWINE INFLUNZA**

**Frequently asked questions\***

What is H1N1 Swine Flue Influenza?

H1N1 ( Human Swine Influenza) is a respiratory illness that causes symptoms similar to those of the regular human seasonal influenza. The symptoms of H1N1 include:

- Cough, Fever, Chills
- \* Fatigue, Sore throat, Eye pain.
- \* Body aches/head aches
- \* Vomiting and diarrhea (in children under 5 years of age).

What should you do if you think you have H1N1?

You are recommended to stay home from work, school, public places and other social settings. Avoid close contact with others for seven days after your symptoms start. This is the time when the illness can be spread to others. If your symptoms worsen, please contact your healthcare provider or call Health Link by dialing 811.

How can I prevent myself from contracting H1N1?

We all have a responsibility to do our part to minimize the spread of the H1N1 virus:

- Remember to wash your hands thoroughly and often with soap and water.
- Carry a hand sanitizer with you.
- Cover your coughs and sneezes with an arm or elbow.

- Frequently clean and disinfect common surfaces such as doorknobs, kitchen counters, keyboards and phones.
- Do not share drinking glasses or eating utensils.
- Get your annual flu vaccine and the H1N1 shot when they become available.
- Wear the recommended personal protective equipment if available.
- If you have flu like symptoms, stay home for a few days.
- Plan ahead. Have seven days supply of food etc. in the house at all times.

### How can I prepare for the H1N1 Pandemic?

Emergency preparedness begins at home. When individuals and families are prepared there is less chance that they will need scarce community resources when an emergency occurs. As with any potential hazard or threat, you should create an individual and family emergency plan to help you prepare for an outbreak in your area.

\* information from the H1N1 influenza District Newsletter( GASHA August 2009)

Section 11 Page 9

## RICHMOND

### H1N1 PANDEMIC PERSONAL PLANNING GUIDELINES

#### **Step 1: Make your list**

What supplies might you need to cope with the event? What items would your family require to get them through a week or more of flu like symptoms? Consider the following:

Tissues

Garbage bags to contain tissue.

Toilet paper

Cleaning supplies (to keep washrooms, doorknobs and surfaces clean in your home) Flu medication (consider what over the counter medications you normally use to get over flu like symptoms. This may include pain relievers, anti-histamine type medications, cough medications, vitamin C) or whatever your family members normally use to get over the flue.

Easy to prepare foods (soups, crackers, stews). Whatever your family likes to eat when sick.

Juices, drinks, popsicles (to stay hydrated when a fever is present and you may not feel like eating).

#### **Step 2: Stock your supplies**

Buy the items on your list and set them aside with your 72 hour preparedness kit. Consider buying one or two items on your list every time you go grocery shopping until you have your list complete. Having these items on hand means you won't have to go get them when you are ill or when supplies run low.

#### **Step 3: Build your contact and resources list**

Consider what and who you might need to help you out if you were sick.

Are there children contacts you could call?

Are there work numbers you should have at hand?

Are there resources that could enable you to work from home if you were to sick to go to work or needed to stay at home for family members?

Do you have phone numbers for people you might need to check on such as elderly family members or

neighbors?

**Step 4: Talk about your plan**

Emergency plans should be shared. Talk to all your family members about what you plan to do, what you might need help with and how you can help. Make sure everyone knows where your emergency supplies are. Talk to neighbors, relatives and your contacts to ensure they would be able to provide what you are counting on them for!

**Step 5: Relax**

Being prepared means you don't have to be scared. Once you know how you and your family could cope and you have the supplies you need, you can relax knowing you have done what you can. Get lots of rest, drink lots of fluids, get appropriate exercise and eat healthy foods to boost and maintain your immune system. Also, remember to wash your hands thoroughly and often. For more information on how you can make a plan for you and your family, The Emergency Management Office website has useful information which can be accessed at [www.gov.ns.ca/emo](http://www.gov.ns.ca/emo)

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**RICHMOND**

**Pandemic Preparedness**  
**Community Involvement**

To help keep communities healthy during the upcoming flu season, it will take all of us- community and faith-based organizations, government, businesses and schools- working together.

Following is a list in which we are asking for community involvement in the case of an H1N1/ influenza pandemic. **HELP US HELP YOU!** Please check the areas where you may be of assistance and include your name and organization, telephone number, times that you are available and other ways that you may be able to help.

Are you a Nurse? \_\_\_\_\_

Are you a Social Worker? \_\_\_\_\_

Are you a Health/Home Care Professional? \_\_\_\_\_

Provide Special Skills (such as Mechanic) \_\_\_\_\_

Prepare Meals \_\_\_\_\_

Provide Transportation \_\_\_\_\_

Other \_\_\_\_\_

---

Have you received your flu Vaccine? \_\_\_\_\_

Have you received the H1N1 Vaccine? \_\_\_\_\_

**INFORMATION**

**Name:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**BUSINESS/ORGANIZATION:** \_\_\_\_\_

**TIMES / DATES AVAILABLE TO ASSIST:** \_\_\_\_\_

Section 11 Page 11

**RICHMOND**

**FLU KIT CHECK LIST**

**Medicine:** Be sure to have enough for each person and/or age group in your home. Ask your pharmacist for help.

----- Medicine for fevers, headaches, aches, pains and for stuffy heads and runny noses.

----- Cough medicine/drops

----- Vitamin C or a vitamin supplement (if you usually take them)

----- Throat lozenges

----- 7- day supply of daily medications/prescriptions.

**FOOD:** Choose foods people will eat when ill.

\_\_\_\_\_ Fruit juices, tea, hot lemon drinks.

\_\_\_\_\_ Soups / broths

\_\_\_\_\_ Pre-packaged, individual meals.

\_\_\_\_\_ Crackers, dried breads, cereals, granola or nutrition bars

\_\_\_\_\_ Popsicles, frozen juice snacks, individual ice cream





**-and-**

TOWN OF ANTIGONISH

**-and-**

TOWN OF CANSO

**-and-**

TOWN OF MULGRAVE

**-and-**

TOWN OF PORT HAWKESBURY

**-and-**

ESKASONI FIRST NATION

Section 13 page 02

**WHEREAS**, the parties hereto are municipalities within the meaning of the Nova Scotia Emergency Management Act, 1990, c. 8, s. 1; 2005, c. 48, s. 1; and First Nation Communities, and

**WHEREAS**, the Municipalities and First Nation Communities are vulnerable to a variety of Peacetime Emergencies; and

**WHEREAS**, the parties hereto wish to make arrangements with each other to provide mutual aid and assistance as may be required at the appropriate times during Peacetime Emergencies:

## **Section 1. DEFINITIONS**

“Agreement” means this Municipal Peacetime Emergency Management Mutual Aid and Assistance Agreement.

“Authorized Representative” means a person, who has been authorized in writing by that a party to request, to offer, or to otherwise provide assistance under the terms of this agreement. The list of authorized Representatives for each party executing this agreement shall be attached to the executed copy of this agreement. (in the event of a change in personnel, unless otherwise notified the presumption will be that the successor to that position will be the authorized representative.)

“MUTUAL AID RESOURCES” means employees of the providing Municipality; members of any Volunteer Emergency Program of the Providing Municipality and equipment, supplies, facilities, property, services and other resources owned by the Providing Municipality.

“Party (s)” means a municipal unit(s) and/or First Nation Communities that has adopted and executed this

agreement.

“Providing Municipality” means the party(s) that has received a request for mutual aid and assistance under this agreement.

“Requesting Municipality” means the party(s) requesting mutual aid and assistance under this agreement.

#### Section 11. **INITIAL OF PRINCIPLE BY ALL PARTIES;**

When an emergency or disaster strikes, it is recognized that any party to this agreement may be requested by another party to be a Providing Municipality. The extent of the aid and assistance given will be at the discretion of the each Providing Municipality, having due regard for their own need for the resources at the time of the request. It is understood that each party’s foremost responsibility is to its own citizens. Accordingly, when aid and assistance and resources have been requested, a party may in good faith withhold the resources necessary to provide reasonable and adequate protection for its own community, by deeming itself unavailable to respond and so informing the party setting forth the request.

Section 13 page 3

#### Section 111. **PROCEDURES FOR REQUESTING ASSISTANCE**

When a requesting Municipality becomes affected by a disaster or emergency and deems its resources inadequate to cope with the disaster or emergency, it may request mutual aid and resources by communicating the request to Providing Municipality(s), indicating the request is made pursuant to this agreement. The request shall be followed as soon as practicable by a written confirmation of that request, including the transmission of a proclamation of local state of emergency under the Emergency Management Act. 1990, c.8, s. 1;2005,c. 48, s. 1. Section 12 (2).

##### **A. METHOD OF REQUEST FOR MUTUAL AID AND ASSISTANCE:**

Requesting Municipality shall set forth requests by means of one of the two options described as follows:

##### **(I) REQUESTS ROUTED THROUGH THE MAYOR OR WARDEN:**

The senior elected official or his/her designated alternate of the Requesting Municipality shall make requests for aid and assistance and resources to the senior elected official, or his/her designated alternate of the Providing Municipality.

##### **(11) REQUESTS MADE DIRECTLY TO AUTHORIZED REPRESENTATIVE:**

An authorized Representative or his/her designated alternate of the requesting Municipality shall make requests for aid and assistance and resources to the Authorized Representative or his/her designated alternate of the Providing Municipality.

##### **(111) RECORD OF REQUESTS TO BE PROVIDED:**

The requesting Municipality shall provide a record of the request for assistance to the

Emergency Management Coordinator of the Providing Municipality, in a timely manner.

- B. **REQUIRED INFORMATION:** Each request for assistance shall be accompanied by the following information, in writing or by any other available means, to the extent known:
1. **Stricken Area and Status:** A general description summarizing the condition of the community (i.e., whether the disaster is imminent, in progress, or has already occurred) and of the damage sustained to date;
  2. **Services:** Identification of the service function(s) for which assistance is needed and the particular type of assistance needed;
  3. **Infrastructure Systems:** identification of the type(s) of public infrastructure system for which assistance is needed (water and sewer, storm water systems, debris removal, streets) and the type of work assistance needed;

Section 13 page 4

4. **Aid and Assistance:** The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be needed

Provider's Traveling Employee Needs—Unless otherwise specified by requesting Municipality, it is mutually understood that Requesting Municipality will provide for the movement and deployment of Providing Municipality's employees. Requesting Municipality shall pay for all reasonable out-of-pocket costs and expenses of Providing Municipality's mobilization, movement, and deployment of mutual aid resources to and from the stricken area. Further, Requesting Municipality shall house and feed Providing Municipality's personnel at its own sole cost and expense. If Requesting Municipality cannot provide such food and/or housing at the disaster area, Requesting Municipality shall specify in its request for assistance that self contained personnel are needed.

5. **Facilities:** The need for sites, structures, or buildings outside Requesting Municipality geographical limits to serve as relief centers or staging areas for incoming emergency goods and services; and
6. **Meeting Time and Place:** An estimated time and a specific place for a representative of Requesting Municipality to meet the personnel and resources of any Providing Municipality.

#### **Section IV. PROVIDING MUNICIPALITY'S ASSESSMENT OF AVAILABILITY OF RESOURCES AND ABILITY TO RENDER ASSISTANCE**

When contacted by the requesting Municipality, the Providing Municipality's Authorized Representative shall assess its own local situation at the time in order to determine resources. If providing Municipality's Authorized Representative determines that it has available resources, the Providing Municipality's Authorized Representative shall so notify the Requesting Municipality.

The Providing Municipality shall complete a written acknowledgment, whether on the request form received from Requesting Municipality or on another form, regarding the assistance to be rendered (or a rejection of the request) and shall transmit it by the most efficient practical means to the Requesting Municipality for a final response. The Providing Municipality's acknowledgment shall contain the following information.

1. Response to the items contained in the request, a description of the Mutual Aid Resources available;
2. The projected length of time such Mutual Aid Resources will be available to serve Requesting Municipality, particularly if the period is projected to be shorter than one week (as provided in the "length of time for Aid and Assistance" section {section V1} of this agreement.)
3. The estimated time when the assistance provided will arrive at the location designated by the requesting Municipality; and
4. The name of the person(s) to be designated as providing Municipality supervisory personnel (pursuant to the "Command and Control" section [Section V] of this agreement). The Providing Municipality will specify what particular expertise the employee has.

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When a Providing Municipality submits a written acknowledgment to a Requesting Municipality request, the Providing Municipality shall notify the requesting Municipality authorized representative. The Requesting Municipality shall respond to Providing Municipality written acknowledgement by executing and returning a copy of the written request to Providing Municipality by the most efficient practical means, and maintaining a copy for its file.

#### **Section V. COMMAND AND CONTROL**

It is understood that the Requesting Municipality affected or threatened by an emergency or disaster and requesting mutual aid shall implement its emergency plan, for the duration of operations, assume direction and control over equipment and human resources contributed by other Providing Municipality (s). The Providing Municipality shall designate supervisory personnel amongst its employees sent to render aid and assistance to Requesting Municipality. As soon as practicable, Requesting Municipality shall assign work tasks to Providing Municipality's supervisory personnel and unless specifically instructed otherwise, Requesting Municipality shall have the responsibility for coordinating communications between Providing Municipality's supervisory personnel and Requesting Municipality, Requesting Municipality shall provide necessary credentials to Providing Municipality's personnel authorizing them to operate on behalf of Requesting Municipality.

Based upon such assignments set forth by Requesting Municipality, Providing Municipality supervisory personnel shall:

1. have the authority to assign work and establish work schedules for Providing Municipality's personnel, Direct supervision and control of Providing Municipality's personnel, equipment and other

resources shall remain with Providing Municipality's supervisory personnel. Providing Municipality should be prepared to furnish communications equipment sufficient to maintain communications among its respective operating units, and, if this is not possible, Provider shall notify Requesting Municipality accordingly;

2. Maintain daily personnel time records, material records and a log of equipment hours;

3. Report work progress to Requesting Municipality at mutually agreed upon intervals.

#### **Section VI. LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL**

Unless otherwise provided, the duration of Providing Municipality's assistance shall be for an initial period of seven days, starting from time of arrival. Thereafter, assistance may be extended in daily or weekly increments as the situation warrants. For a period agreed upon by the authorized representatives of Providing Municipality and requesting Municipality.

As noted in section II of this agreement, Providing Municipality's personnel, equipment and other resources shall remain subject to recall by Providing Municipality to provide for its own citizens, if

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circumstances so warrant. Providing Municipality's shall make a good faith effort to provide at least 24 (twenty-four) hours advance notification to Requesting Municipality of its (providing Municipality's) intent to terminate mission, unless such notice as is reasonable under the circumstances shall be provided.

#### **Section VII. REIMBURSEMENTS**

Except as otherwise provided below, it is understood that Requesting Municipality shall pay to Providing Municipality all documented costs and expenses incurred by Providing Municipality as a result of extending aid and assistance to Requesting Municipality. The terms and conditions governing reimbursement for any assistance provided under this Agreement shall be in accordance with the following provisions, unless otherwise agreed in writing by Requesting Municipality and Providing Municipality. Requesting Municipality shall be ultimately responsible for reimbursement of all eligible expenses. Providing Municipality shall submit reimbursement documentation to Requesting Municipality.

A. Personnel- During the period of assistance, Providing Municipality shall continue to pay its employees according to its then prevailing policies and regulations. Requesting Municipality shall reimburse Providing Municipality for all direct and indirect payroll costs and expenses including travel expenses incurred during the period of assistance, including, but not limited to, employee retirement.

B. Equipment- Providing Municipality shall be reimbursed by Requesting Municipality for the use of its equipment during the period of assistance according to Providing Municipality local hourly rate or according to the actual replacement, operation and maintenance expenses incurred. Providing Municipality shall pay for all repairs to its equipment as determined necessary by its emergency site Manager(s) to maintain such equipment in safe and operational condition. At the request of Providing

Municipality, Requesting Municipality, if practical, may provide fuels, miscellaneous supplies and minor repairs

C. Materials and Supplies- A requesting Municipality shall pay the Providing Municipality market value for all materials and supplies, which are consumed or otherwise not returnable to the Providing Municipality, unless such damage is caused by gross negligence, willful misconduct, intentional misuse or recklessness of Providing Municipality personnel.

D. Record Keeping- Providing Municipality shall maintain records and submit invoices for reimbursement by Requesting Municipality.

E. Payment; Other Miscellaneous Matters as to Reimbursements- The reimbursable costs and expenses with an itemized notice shall be forwarded as soon as practicable after the costs and expenses are incurred, but not later than 60 (sixty) days following the period of assistance, unless the deadline for identifying damage is extended. Requesting Municipality shall pay the bill or advise of any disputed items, not later than 60 (sixty) days following the billing date. These time frames may be modified in writing by mutual agreement. This shall not preclude Providing Municipality or Requesting Municipality from assuming or donating, in whole or in part, the costs and expenses associated with any loss, damage, or use of personnel. Equipment and resources provided to Requesting Municipality.

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#### Section VIII. **RIGHTS AND PRIVILEGES OF PROVIDER'S EMPLOYEES**

Whenever Providing Municipality's employees are rendering aid and assistance pursuant to this agreement, such employees shall retain the same powers, duties, immunities and privileges they would ordinarily possess if performing their duties within the geographical limits of Providing Municipality.

#### Section IX. **PROVIDERS EMPLOYEES COVERED AT ALL TIMES BY PROVIDERS WORKER'S COMPENSATION POLICY**

It is mutually understood that a requesting and providing Municipality shall be responsible for payment of such workers compensation benefits only to their own respective employees. Further, it is mutually understood that Providing Municipality will be entirely responsible for the payment of worker' compensation benefits to its own respective employees.

#### Section X. **PARTIES MUTUALLY AGREE TO HOLD EACH OTHER HARMLESS FROM LIABILITY**

When a Providing Municipality provides resources to a Requesting Municipality pursuant to this Agreement, and if a claim for damages is brought against the party or parties by reason of the negligence of employees or members of its volunteer program acting in the course of their duties pursuant to this Agreement, each party shall be responsible to defend the claim at its own cost. Furthermore, if a party is found liable for the acts of its employees or members of its volunteer program acting in the course of their duties pursuant to this Agreement, that party shall be solely liable for the cost of the damages.

No party to this Agreement shall be liable in damages to another party or to the owner of property within the municipal limits of the other party for failing to respond to a request for assistance under this Agreement or for failing to render adequate assistance.

**Section XI. AMENDMENTS**

Manner- This Agreement may be modified at any time upon the mutual written consent of the parties.

If any disagreement arises among the parties as to the proper interpretation of this Agreement that cannot be resolved, the parties shall submit the area of disagreement to an arbitrator as provided by the Arbitration Act.

**Section XII. INITIAL DURATION OF AGREEMENT; RENEWAL; TERMINATION**

This Agreement shall be binding for not less than one (1) year from its effective date and shall continue to be binding upon the parties in subsequent years and shall be considered to renew automatically from year to year. A party may terminate their participation in this Agreement by upon at least sixty (60)

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days written notice to the other parties. Once a termination is effective, a terminated entity shall no longer be a party to this agreement, but this agreement shall continue to be in force among the remaining parties,

**Section XIII. HEADINGS**

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement.

**IN WITNESS WHEREOF** each of the parties have caused this Municipal Peacetime Emergency Management Mutual Aid and Assistance Agreement to be duly executed in its name and behalf by its authorized signing officers, who have signed accordingly with seals affixed and attested, as of the date set forth in this Agreement.

**SIGNED, SEALED AND DILEVERED**

In the presence of:

\_\_\_\_\_  
Mayor John Morgan  
Cape Breton Regional Municipality

\_\_\_\_\_  
Bernie White, Municipal Clerk  
Cape Breton Regional Municipality

Date approved: Nov 21/06

Date signed: Nov. 24/06

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Warden, Wayne Budge  
Municipality of the County of Victoria

Date Approved: Oct 23/06

Date signed: Oct 23/06

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CEO. Sandy Hudson  
Municipality of the County of Victoria

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Warden John Boudreau  
County of Richmond

Date Approved: September 12/05

Date signed: April 18/07

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C.E.O. Louis Digout  
County of Richmond

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Mayor W. J. Maclean  
Town of Port Hawkesbury

Date Approved: November 7/06

Date Signed: November 15/06

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C.A.O. Colin J MacDonald  
Town of Port Hawkesbury

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Eskasoni First Nation  
Eskasoni Band

Eskasoni First Nation

Date Approved:

Date Signed:

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Warden  
County of Inverness  
Date Approved: January 8, 2007

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Kate Beaton  
County of Inverness

Date signed: Feb 2, 2007

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Mayor Kaye Chisholm  
Town of Antigonish

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Brian MacNeil; Municipal Clerk  
Town of Antigonish

Date Approved: July 12, 2006

Date Signed: October 11, 2006

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Warden Herb DeLorey  
County of Antigonish

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Alan Bond, Municipal Clerk  
County of Antigonish

Date Approved Sept.19/2006

Date Signed Oct 31/2006

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Mayor, Leonard MacDonald  
Town of Mulgrave

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CEO. Roy Germon  
Town of Mulgrave

Date Approved;

Date Signed;

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Warden David Clark  
District of St. Mary's

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Mun. Clerk  
District of St. Mary's

Date Approved; Nov. 14/06

Date Signed; Dec. 20/06

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Mayor; Ray White  
Town of Canso;

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Town Clerk; Michelle Hart  
Town of Canso

Date Approved: August 10/2006

Date Signed: December 18, 2006

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Lloyd P. Hayes, Warden  
Municipality of Guysborough

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C.A.O. Dan MacDougall  
Municipality of Guysborough

Date Approved: Sept 27/06                      06-09-21941 Motion #

Date Signed: Dec.11/06

**NOTE:            Original signed copy is at the Municipal Office.**





