

TOWN OF CORONACH
EMERGENCY SERVICE PLAN

DATED: January 11, 2013



Town of Coronach Emergency Plan

UNDER THE AUTHORITY BY BYLAW OF THE TOWN OF CORONACH PURSUANT TO
MUNICIPALITIES ACT AND EMERGENCY PLANNING ACT.

PROVINCIAL FIRE COMMISSIONERS OFFICE NUMBERS:

1-866-757-5911
1-800-739-3473
306-787-3774 OR FAX 306-787-9273

EMERGENCY SERVICE CONTACT

306-787-9566 OR FAX 306-787-1694 OR PAGER AT 1-797-3916

HAZMAT CONTACT INFORMATION

MANAGER – 306-933-6545
TO REPORT SPILLS – 1-800-667-7525
PROGRAM SUPPORT – 306-933-7940

SPECIFIC APPOINTMENTS

MUNICIPAL CONTROL GROUP----	TOWN OF CORONACH – Mayor GEORGE PEACOCK Deputy Mayor – MARK KUPPER
EMO CO-ORDINATOR-----	GEORGE PEACOCK
DEPUTY EMO CO-ORDINATOR----	ROGER JEAN
EMERGENCY SITE MANAGER-----	JIM ACHTYMICHUK
OPERATIONS MANAGER-----	
MEDIA MANAGER-----	TEREENA BARTLETT
CITIZEN INQUIRY SUPERVISOR----	

ALL OF THESE POSITIONS ARE ONLY PART OF THE EMERGENCY PLAN.THERE WILL HAVE TO BE OTHERS INVOLVED FROM SUPPORT GROUPS SUCH AS SASKPOWER,SHERRITT COAL, MUTUAL AID, SASK EMERGENCY PLANNING,OTHER MUNICIPALITIES

EMERGENCY PLANNING GROUP

MEMBERS

TOWN COUNCIL	1
EMO CO-ORDINATOR	1
PUBLIC WORKS	1
FIRE DEPT.	1
AMBULANCE	1
HEALTH CENTER	1
BIG MUDDY MUTUAL AID	1
POLICE FORCE	1
CHAMBER OF COMMERCE	1
SCHOOL	1

THE REPRESENTATIVES OF THIS COMMITTEE SHOULD NOT BE THE HEAD OF EACH AGENCY AS THE CHIEFS OF THESE DEPARTMENTS WILL BE INVOLVED IN THE SUPERVISION AT THE EMERGENCY SITE.

SOME MEMBERS FROM PUBLIC COULD BE INVOLVED, BUT IT IS BETTER TO HAVE THEM INCLUDED IN SUPPORT GROUPS SUCH AS SECURITY HELPING RCMP, TRANSPORTATION, HELPING IN EVACUATION CENTERS.

DEPENDING ON THE NATURE OF THE EMERGENCY, MEMBERS OF THE PUBLIC COULD BE UTILIZED TO HELP EVACUATE RESIDENTS FROM THEIR HOMES, ETC.

EMS, FIRE DEPARTMENT, POLICE, SHOULD BE DISPATCHED THROUGH THE 911 SYSTEM TO EVACUATE THE HEALTH CENTER AND SENIOR CENTERS.

CONTROL GROUP DESIGNATED SITES

CONTROL CENTRE	TOWN OFFICE	267-2150
MUSTER CENTRE	ELKS HALL	267-3388

MORGUE

SPORTSPLEX

267-2318

MUNICIPAL CONTROL GROUP

THIS GROUP IS RESPONSIBLE FOR:

DECISION TO DECLARE AN EMERGENCY AND NOTIFY EMERGENCY PLANNING IN REGINA AT PHONE 306-787-9566 OR FAX 306-787-1694 OR PAGER AT 1-797-3916

TO FIND EQUIPMENT AND RELIEF WORKERS FOR DIFFERENT AGENCIES AS REQUESTED FROM THE EMERGENCY SITE MANAGER

CONSIDER SAFETY OF CITIZENS SUCH AS EVACUATIONS FROM CERTAIN AREAS, SHUTTING OFF GAS AND POWER, SAFE DRINKING WATER

HELP ASSEMBLE INSURANCE, WELFARE, UNEMPLOYMENT REPRESENTATIVES, ETC IF NEEDED.

KEEP A LOG OF ALL DECISIONS MADE AND MONEY SPENT DURING THE EMERGENCY

TO MAINTAIN AN INFORMATION FLOW TO SITE MANAGER AND OTHER INVOLVED GROUPS.

TO HAVE A SIGNUP SHEET FOR VOLUNTEERS IN THE CASE OF A DISASTER. THIS IS A WORKMENS COMPENSATION REQUIREMENT FOR THE MUNICIPALITY IN CASE OF INJURIES TO THE VOLUNTEER.

HAVE AVAILABLE SIGN IN-SIGN OUT SHEETS AVAILABLE AT THE HALL FOR ALL VOLUNTEERS.

COMMAND CENTER ITEMS TO BE STORED IN A SEPARATE FILING CABINET AND HAVE AVAILABLE PORTABLE MARKED STORAGE TUBS FOR EMERGENCY USE.

RECORD ALL ITEMS RECEIVED OR GIVEN FOR ITEMS OR SUPPLIES USED DURING THE DISASTER.

KEEP ALL RECORDS FOR POSSIBLE GRANT FUNDING AND SUMMARIZING OF THE DISASTER.

EMO COORDINATOR

THIS PERSON WILL BE RESPONSIBLE FOR:

IN ADVANCE OF AN EMERGENCY TO PREPARE THE COMMUNITY RESPONSE:

CO-ORDINATES, REGISTERS AND TRAINS MANAGERS REGARDING EVACUATION PROCEDURES, AND HOME CHECKING AS NEEDED.

CO-ORDINATES AND LOGS THE DETAILS OF HOMES, RESIDENTS AND SPECIAL NEEDS.

WORKS WITH TOWN ADMINISTRATION TO MAINTAIN AN UP-TO-DATE RESIDENT LIST.

CO-ORDINATES AND REGISTERS PERSONNEL FOR EVACUATION TRANSPORT.

CO-ORDINATES AND REGISTERS PERSONNEL IN CHARGE OF LODGING PROCEDURES AND RECEPTION AREA.

CO-ORDINATES THE MUTUAL AID COMMUNITY TO ACT AS RECEPTION AREA FOR CORONACH RESIDENTS IN THE EVENT OF EVACUATION.

ASSISTS TO FACILITATE OTHER COMMUNITY EMERGENCY PLANS.

ORGANIZES REGULAR MEETINGS WITH THE EMO TEAMS.

**WHEN THE TOWN OF CORONACH HAS DECLARED
A LOCAL EMERGENCY TO
ACT AS:**

OVERALL COORDINATOR OF ALL EMERGENCY SERVICE RESPONDERS

ASSISTS THE CONTROL CENTER REGARDING THE NEEDS AND PROGRESS OF EMERGENCY PROCEDURES AND RESPONSE TEAMS.

WORKS DIRECTLY WITH THE EMERGENCY MANAGERS TO ENSURE COMMUNICATION IS ONGOING.

COMMUNICATE WITH ALL EMERGENCY LEADERS TO ENSURE EVERYONE KNOWS WHAT THE OTHER IS DOING.

EMERGENCY SITE MANAGER

THIS PERSON WILL BE RESPONSIBLE FOR:

DIRECTING ALL AGENCIES AT THE EMERGENCY SITE (FIRE, AMBULANCE, ETC.)

ISOLATE EMERGENCY SITE. THIS WOULD INCLUDE OUTER PERIMETER RESTRICTING ACCESS TO GENERAL PUBLIC. THE OUTER PERIMETER WOULD BE THE STAGING AREA FOR THE EMERGENCY RESPONSE TEAMS, RESTING AREA, EQUIPMENT, MEALS, ETC.

ESTABLISH AN INNER PERIMETER RESTRICTED TO ONLY THE PERSONNEL INVOLVED IN THE EMERGENCY.

ESTABLISH TRAFFIC ROUTES IN AND OUT OF EMERGENCY AREA

TO MAINTAIN INFORMATION FLOW TO THE MUNICIPAL CONTROL GROUP

TO UTILIZE MUNICIPAL CONTROL GROUP FOR ADDITIONAL EQUIPMENT AND PERSONNEL ETC. IF NEEDED.

OPERATIONS MANAGER

THIS PERSON WILL BE RESPONSIBLE FOR:

THIS PERSON SHOULD ESTABLISH AN OPERATIONS CENTER ALONG WITH AN ALTERNATE.

THE OPERATION CENTER WOULD INCLUDE THE MUNICIPAL CONTROL GROUP, COMMUNICATIONS CENTER, MEDIA CENTER IF NEEDED, WASHROOM FACILITIES.

THE OPERATIONS CENTER SHOULD HAVE AT THEIR DISPOSAL:

- BACKUP GENERATOR
- EXTRA PHONE LINES
- RADIO BASE STATION WITH GOOD ANTENNA FOR UHF, VHF AND CB RADIOS
- AM/FM RADIOS
- PHOTOCOPIER AND FAX MACHINE
- TAPE RECORDER FOR RECORDING TIMES OF IMPORTANT EVENTS THAT HAPPEN
- COPY OF EMERGENCY PLANNING
- CELL PHONE NUMBERS
- IDENTIFICATION BADGES AND NAME TAGS
- FLASHLIGHTS, CANDLES, BATTERIES, STATIONARY
- ALL CONTACT NUMBERS OF ESSENTIAL SERVICE PROVIDERS

MEDIA MANAGER

THIS PERSON IS RESPONSIBLE FOR:

THIS PERSON IS THE ONLY PERSON TO SPEAK TO THE MEDIA ABOUT THE EMERGENCY.

- SETTING UP A MEDIA CENTER IF REQUIRED.
- RESPOND TO MEDIA REQUESTS FOR INFORMATION ON THE EMERGENCY
- ALLOCATE AREA FOR MEDIA TO WORK OUT OF IF NEEDED
- CONTACT MEDIA (RADIO,TV) TO ALERT PUBLIC IN YOUR AREA ABOUT AN EMERGENCY

CITIZEN INQUIRY SUPERVISOR

THIS PERSON IS RESPONSIBLE FOR:

-THIS PERSON IS TO ANSWER ALL REQUESTS FROM PEOPLE REQUIRING INFORMATION ABOUT FAMILY MEMBERS WHOSE HOMES AND FAMILY ARE INVOLVED IN THE EMERGENCY.

-KEEP A LOG OF ALL PHONE CALLS INVOLVED AND TRY TO MATCH LOST AND FOUND PEOPLE, PETS, ETC.

PUBLIC WORKS – TOWN FOREMAN

THIS PERSON IS RESPONSIBLE FOR:

- NOTIFYING THE TOWN EMPLOYEES OF AN EMERGENCY BY WAY OF FANOUT SYSTEM
- PROVIDE ONGOING INFORMATION TO THE COORDINATOR
- CONSTRUCTION, MAINTENANCE AND REPAIR OF TOWN STREETS
- MAINTENANCE OF SANITARY AND WATER SYSTEMS
- PROVIDE EQUIPMENT FOR EMERGENCY PUMPING OPERATIONS
- LIAISON WITH FIRE CHIEF ON EMERGENCY WATER SUPPLIES FOR FIRE FIGHTING
- PROVISION OF POTABLE WATER, SUPPLIES AND SANITATION FACILITIES IF NEEDED BY MEDICAL HEALTH OFFICER
- AS -DISCONNECT ANY PUBLIC WORKS SERVICE OR UTILITY TO ANY CONSUMER REQUIRED AND RESTORING THESE SERVICES WHEN NEEDED
- CONTACT PUBLIC UTILITIES TO DISCONNECT ANY SERVICE WHICH REPRESENTS A HAZARD
- SERVICE -SUPPLY PUBLIC WORKS VEHICLE AND EQUIPMENT TO ANY EMERGENCY AS REQUIRED
- MAINTAIN CONTACT WITH COORDINATOR AS NEEDED.

ENSURE COMPLIANCE FOR ALL TOWN UTILITIES

- WATER TREATMENT PLANT
- SEWAGE PLANTS
- TOWN OFFICE GENERATOR
- ALL EQUIPMENT FULL OF FUEL
- ALL DIESEL AND GASOLINE TANKS FILLED
- HAVE AT LEAST (1) PUBLIC WORKS PERSON ON STANDBY
- HAVE THE PORTABLE GENERATORS READY ON STANDBY IN TOWN SHOP

EMERGENCY HEALTH REPRESENTATIVE – HEALTH CENTRE MANAGER

THIS PERSON IS RESPONSIBLE FOR:

- CO-ORDINATOR OF ALL EMERGENCY HEALTH SERVICES
- LIAISON WITH SASK.HEALTH
- IN CONTACT WITH AMBULANCE SERVICE
- PROVIDE ADVICE ON ANY ADVERSE ITEMS THAT MAY AFFECT THE PUBLIC
- CO-ORDINATE THE RESPONSE TO DISEASE RELATED EMERGENCIES OR EPIDEMICS ACCORDING TO SASK HEALTH POLICIES AND HELP STOP SPREAD OF DISEASE
- CO-ORDINATION OF CARE OF BED-RIDDEN PATIENTS AND INVALIDS AT HOME AND AT EVACUATION CENTERS DURING AN EMERGENCY
- KEEP IN CONTACT WITH VOLUNTARY GROUPS TO HELP AUGMENT SERVICES
- NOTIFYING PUBLIC WORKS OFFICER REGARDING THE NEED FOR SANITATION FACILITIES AND POTABLE WATER SUPPLIES

AMBULANCE

CORONACH----	2 AMBULANCES	911 or (267-2022)
BENGOUGH-----	2 AMBULANCES	911 or (267-2122)
ASSINIBOIA----	2 AMBULANCES	911 or (642-3023)
WEYBURN-----	4 AMBULANCES	911 or (842-0222)

CORONER

COLLEEN GAGNE	476-2492
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RCMP

CORONACH DETACHMENT OF THE RCMP	267-1830
GARY BONNEAU	CELL 267-7818

BIG MUDDY MUTUAL AID – REGIONAL EMO

PRESIDENT:	A.C. (SKIP) McBAIN	267-3246	CELL 267-7572
SECRETARY:	CLAUDE DIONNE	473-2214	CELL 642-0025
TREASURER:	GLEN SHAIN	267-2259	CELL 267-7701

HAZMAT – SPILL CONTROL CENTRE

TO REPORT SPILLS	1-800-667-7525
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UTILITY COMPANIES

SASKPOWER	310-2220
SASKENERGY	1-888-700-0427
SASKTEL	1-800-727-5835
SASKHIGHWAYS	1-888-335-7623

CANADA/US BORDER SERVICES

PORT OF CORONACH 267-2177

PORT OF SCOBAY 406 783-5375

CORONACH HEALTH CENTER 267-2022

RM OF HART BUTTE OFFICE 267-2005

REEVE: DON KIRBY 267-4507

COUNCILLORS:

DONNA THURLOW 267-5608

PAM KRUSKY 267-4924

JASON KORBO 267-7556

LOUIS PARADIS 268-2627

GRANT NOLL 267-7911

GREG FOLEY 267-4551

PEOPLE WITH KEYS FOR COMMUNITY BUILDINGS

ELKS HALL – GEORGE QUARRIE 267-2161

SPORTSPLEX – ~~ROB THIESSEN~~ 265-7543

ALLIANCE CHURCH – KEN STIRLING 267-2152

NATURAL EMERGENCIES

SEVERE WEATHER
TORNADOES
BLIZZARDS
STORMS
PRAIRIE FIRES
PANDEMICS

MANMADE EMERGENCIES

HAZARDOUS GOODS SPILL
INDUSTRIAL ACCIDENTS
TRANSPORTATION ACCIDENTS
LARGE FIRES (GRAIN ELEVATOR, SCHOOL)
POWER FAILURES
BUILDING COLLAPSE (SCHOOLS, ARENA)
WATER SYSTEM FAILURE
PANDEMICS

Top 6 Emergency Situations

TORNADO
GRASS FIRES
CHEMICAL SPILLS
ELEVATOR/ SCHOOL FIRES
PANDEMIC'S
WATER CONTAMINATION

HAZARDOUS MATERIAL LOCATIONS

PIONEER GRAIN	FERTILIZER AND SPRAYS
SASK POWER (POWER PLANT)	ACIDS, CHEMICALS, GASES, FUEL, OIL
SHERITT COAL (MINE)	OILS, FUELS
LOCAL FARM YARDS	SPRAYS, WELD GASES
CURRAN ENTERPRISES	GAS, DIESEL, OILS
CORONACH CO-OP	GAS, DIESEL, OILS, SPRAYS, PROPANE
LOCAL BUSINESSES	FREON, SPRAYS, CHEMICALS

BACKUP GENERATORS AT PUBLIC BUILDINGS:

TOWN OFFICE	-	CONTROL CENTRE	267-2150
ELKS HALL	-	EVACUATION CENTRE	267-3388
HEALTH CENTRE	-	EMERGENCY CARE	267-2022
PRETTY VALLEY LODGE	-	SENIORS HOUSING	267-3219
SOUTHWINDS MANOR	-	SENIORS HOUSING	267-2373

PUBLIC BUILDINGS WITH LARGE ROOMS:

SPORTSPLEX		267-4481
SCHOOL		267-2010
ALLIANCE CHURCH		267-2460
RM OFFICE		267-2005

AIRPORTS

CORONACH	-----THIS AIRPORT IS ONLY PARTIALLY OPEN DURING SUMMER
CANADA CUSTOMS	-----THIS AIRPORT IS ONLY OPEN DURING SUMMER.
ASSINIBOIA	-----THIS AIRPORT IS OPEN YEAR ROUND

CATERING

4-C'S	CONTACT – ELAINE WINTER - MABLE SHAIN	267-3354 267-2259
CWL	CONTACT-MILDRED QUARRIE	267-2161
UNITED CHURCH	CONTACT- ARLENE COLIBABA - LINDA KIRBY	267-3239 267-4507
ALLIANCE CHURCH	CONTACT- KELLY GENT - JENNY PEACOCK	267-2402 267-2371
LUTHERAN CHURCH	CONTACT – ETTA ZOLLER	267-2244

DAY CARE CENTRES

CORONACH EARLY LEARNING CENTRE		267-2099
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CHURCHES

UNITED CHURCH	-LINDA KIRBY	267-4507
CATHOLIC CHURCH	-GEORGE QUARRIE	267-2161
LUTHERAN CHURCH	-HANS ZOLLER	267-2244
ALLIANCE CHURCH	-KELLY GENT	267-2402

SASKPOWER (PRPS)

as of Mar. 2016

1 FRONTEND LOADER
1 20T GROVE CRANE
2 PORTABLE WELDERS
2 PORTABLE GENERATORS (5000W), RADIOS
1 3T DUMP TRUCK
2 PORTABLE AIR COMPRESSORS
MULTIPLE HYD.RAMS & JACKS (VARIOUS TONNAGES)
VARIOUS SLINGS AND LIFTING DEVICES (CHAINFALLS,
ETC.)
SOME PORTABLE LIGHTS

CONTACT; PLANT MANAGER 267-5215
BUSINESS SUPERVISOR 267-5252

WESTMORELAND COAL (MINE)

125T KENWORTH LOWBOY
VARIOUS BULLDOZERS
VARIOUS SCRAPERS
WELDING & CUTTING EQUIPMENT
5000W GENERATOR
WATERTANKER (8000GAL) 5th WHEEL
2-CAT 16G GRADERS
9T TRUCK CRANE
25T GROVE
100T GROVE
1-50KW GENERATOR
1-80KW GENERATOR
BACKHOE ON TRACKS, TRACKHOE
SEVERAL HANDHELD RADIOS
15 PASSENGER VAN
LIGHT PLANT
BUCKET TRUCK
2-FARM TRACTORS

35 ton grove crane
2 - front end loaders
1 - rescue truck equipped with jaws of life, rescue saw, air lifting bags, emergency medical equipment
(basket stretcher, spine board, first responders material), rope rescue equipment, SCBA's
1 - tractor mounted snow blower
1 - Bar - B - Q
1 - quick response fire trailer with AFFF capabilities

CONTACT; MINE MANAGER 267-4200
267-4239

RM #11 HART BUTTE

as of Mar. 2016

2 GRADERS
1 FRONT END LOADER
2 TRACTORS
1 SNOW BLOWER
2 DUMP TRUCKS
1 PAYLOADER

CONTACT; MICHAEL RATTRAY HOME 265-7224
WORK 267-2005
BRENT NOLL HOME 267-5725
WORK 267-2255
CELL 267-7856

TOWN OF CORONACH

as of Mar. 2016

1 GRADER
1 4T GRAVELTRUCK
1 1T FLAT DECK TRUCK WITH HOIST
2 1/2T TRUCK
1 GARBAGE TRUCK 3 TON WITH COMPACTOR
1 1 TON TRUCK WITH GARBAGE COMPACTOR
1 40KW PORTABLE GENERATOR (60KW SURGE)
1 BOBCAT SKIDSTEER LOADER
1 10 KW PORTABLE GENERATOR
1 120 HP TRACTOR WITH SNOW BLOWER
1 BOBCAT STREET SWEEPER
1 TRACTOR FOR GENERATOR

FOREMAN GEORGE PEACOCK (JR) WORK 267-3359
CELL 267-7808
HOME

ADMINISTRATOR TEREENA BARTLETT WORK 267-2150
HOME 267-3278
CELL 267-7751

LEANNE TOTTEN WORK 267-2150
HOME 267-2111
CELL 267-7559