# **EOC Emergency Response Plan**

Resort Village of Elk Ridge

Box 171 Waskesiu Lake SK SOJ 2Y0 306 – 940-9052 April 2024

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#### THE RESORT VILLAGE OF ELK RIDGE EMERGENCY PLAN

The Resort Village of Elk Ridge has an emergency plan that coordinates the community's response to any major event or emergency.

There are six main components to the plan. These are:

- The Public Emergency Management Plan It describes the methodology and general process that the municipality will use to respond to emergency events as well as the bylaw that established the planning process but contains no confidential information. This section also contains information that individuals can use to create a personal/family/business plan to assist in emergency situations.
- **Council Emergency Plan** This plan is specific for the Elk Ridge Mayor and Councilors. It describes their roles and responsibilities, how to declare a local emergency and provides background information on emergency management in general.
- Emergency Response Plan This plan is for the Emergency Management Organization Coordinator and the Emergency Operations Centre Team members. It describes roles and responsibilities of the Emergency Operations Centre Team members as well as outlining how to establish and operate the Emergency Operation Centre.
- **Emergency Information Plan** This is the crisis communications plan. It outlines how information will be shared, including public notification and media releases.
- Evacuation Plan This plan is for emergency services staff who are in tactical command of an incident site(s). Their tactical operations achieve the goals and priorities of the Emergency Operations Centre and Council. This plan provides direction for escalating events from day-to-day emergencies to fully supported major disasters.
- **Plan reference section** containing contact list information for people and resources as well as forms and other emergency operations centre documentation.

#### **Introduction and Approval**

The contents of this Emergency Response Plan provide guidance for The Resort Village of Elk Ridge to respond effectively to an incident or major emergency.

This document will not prevent the possibility of an incident or emergency occurring. It is intended to provide citizens with information to make them as resilient as possible in times of emergency; this will allow our local authority and first responders to focus on those individuals that are in the most need of assistance. For your local authority and emergency operations centre staff this plan will aid in providing a prompt and coordinated multi-agency response, thereby reducing human suffering and loss or damage to property or the environment.

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

The public must be informed about the Emergency Planning and educated as to certain elements (i.e., Warning and Evacuation Procedures).

The Emergency Response Plan is a living document that will be amended as necessary.

Garry McKay - Mayor - Resort Village of Elk Ridge April 2024

## **Community Profile**

"your community's information here including map/maps"

#### Aim

The aim of this plan is to provide a mechanism to handle any major emergency that threatens the health, safety and welfare of the citizens, or the environment, or property within the Resort Village of Elk Ridge.

This Emergency Response Plan does not apply to those day-to-day situations which can be handled by the responsible municipal services on their own.

#### Authority

This Emergency Response Plan is authorized in accordance with:

- Bylaw No 20-2022
- The Emergency Planning Act, 1989 Chapter 8 E-8.1 of the Statutes of Saskatchewan

#### **Emergency Definition**

An emergency is defined as any abnormal or unique event which occurs with some degree of surprise to demand unusual, extensive and demanding response effort, however caused, which has resulted in or may result in:

- the loss of life; or
- serious harm or damage to the safety, health or welfare of people; or
- widespread damage to property or the environment.

A major emergency is a further escalation with the potential to exceed the community's emergency response capabilities. A major emergency will require resources from other communities and the province.

#### Scenarios and Response Strategies

The most likely major emergencies, expected durations, and associated response strategies include the following:

Scenario	Response Strategy
Power Outage 2-5 days	Generator sharing among residents
Power Outage >5 days	Large scale rented generators in strategic locations
Water Contamination <5 days	Boil water advisory
Water Contamination 5+ days	Water supply depot using trucked in water
Water Supply Outage >5 days	Water supply depot using trucked in water
Lagoon or sewer line inoperable	Rented Porta Potties in strategic locations
Natural Gas Outage (Winter) >2days	Rented electric heaters
Forest Wildfire	Saskatchewan Public Safety Agency

Scenario	Response Strategy
Structure Fire	Lakeland Fire Dept
Dangerous Goods Exposure	Lakeland Fire Dept
Tornado / Windstorm	Lakeland Fire Dept
Gas Pipeline Leak/Explosion	Lakeland Fire Dept
Lost Person	RCMP

#### **BYLAW**

#### BYLAW NO. 20-2022

## A BYLAW OF THE RESORT VILLAGE OF ELK RIDGE TO PROVIDE FOR THE ESTABLISHMENT OF AN EMERGENCY MANAGEMENT ORGANIZATION

The Emergency Planning Act, 1989 requires that each municipality shall establish and maintain an Emergency Management Organization (EMO) to develop and direct emergency plans.

This Bylaw is enacted by the Council of the Resort Village of Elk Ridge in accordance with the Emergency Planning Act, 1989.

- 1. In this bylaw "emergency" means:
  - A calamity caused by accident, by an act of war or insurrection or by forces of nature; or
  - ii) A present or imminent occurrence that has resulted or may result in serious harm to the safety or welfare of people in widespread damage to property.
- The term "EMO Coordinator" shall mean the person appointed by the Council of the Resort Village of Elk Ridge to organize Emergency Management in the Resort Village of Elk Ridge.
- The Emergency Management Organization (EMO) of the Resort Village of Elk Ridge shall be comprised of the EMO Coordinator, Chief Administrative Officer and voluntary organizations within the Municipality.

- 4. The EMO Coordinator shall have the following duties and responsibilities:
  - a) Stimulates and coordinates the development of an emergency plan for the community;
  - b) Co-ordinates all activities of those persons and/or organizations involved within the Resort Village of Elk Ridge and designated for the Emergency Management Organizations;
  - c) Ensures that a continuous program of training for local Emergency
     Management Organization personnel is carried out, either by local
     training classes or attendance at Provincial or Federal training schools;
  - d) Direct the EMO activities in the event of an emergency.
- 5. The Council may, from time to time, appropriate and expend monies required to meet the ordinary expenses of the EMO.
- 6. The Council may cooperate with Councils of other municipalities for the purpose of jointly establishing and operating an Emergency Management Organization upon appropriate agreement with the Province of Saskatchewan.
- 7. In the absence of the Mayor or Deputy Mayor, a majority of the members of the Municipal Council are hereby authorized to declare a local emergency in the Resort Village of Elk Ridge. A declaration of an emergency may also be declared by a single member of Council when in the opinion of this member an emergency exists and a sufficient number of members of Council are not present to declare. Upon such declaration being made, the EMO shall exercise all powers conferred upon them by The Emergency Planning Act, 1989 of the Province of Saskatchewan.
- 8. Upon the making of the declaration and for the duration of a local emergency, the EMO may do all acts and take all necessary proceedings including the following:
  - (i) Put into operation any emergency plan or program that the EMO considers appropriate;
  - (ii) Acquire or utilize any real or personal property that the EMO considers necessary to prevent, combat or alleviate the effects of an emergency;
  - (iii) Authorize any qualified person to render aid of a type that the person is qualified to

- provide;
- (iv) Control or prohibit travel to or from any area of the Municipality;
- (v) Provide for the restoration of essential facilities and the distribution of essential supplies;
- (vi) Provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Municipality;
- (vii) Cause the evacuation of persons and the removal of persons and personal property for any area of the Municipality that is or may be affected by an emergency and make arrangements for the adequate care and protection of those persons and of the personal property;
- (viii) Authorize the entry into any building or on any land, without warrant, by any person when necessary for the implementation of an emergency plan;
- (ix) Cause the demolition or removal of any trees or structures if the demolition or removal is necessary in order to reach the scene of the emergency, to attempt to forestall its occurrence or to combat its progress;
- (x) Conscript persons needed to meet an emergency; and
- (xi) Do all acts and take all proceedings that are reasonably necessary to meet the local emergency.
- 9. This Bylaw shall come into effect on the day of its final passing.

#### **EMERGENCY INFORMATION FLOW**

A 911 call will be dispatched to one of the following depending upon the emergency:

- Lakeland Fire Department
- RCMP
- Emergency Medical Services

In the case of an incident beyond normal response capacity requiring additional support and/or having major impact to the public, the Resort Village Chief Administrative Officer (CAO) will be notified. The CAO will notify the Mayor, or if not available, the Deputy Mayor, and the EMO Coordinator who together will decide whether a local emergency declaration is required. If a local emergency declaration is made, the EMO Coordinator will activate the Emergency Operations Center.

#### **EMERGENCY OPERATIONS CENTRE**

The Emergency Operations Centre (EOC) is normally activated at the request of the Mayor to provide overall jurisdictional direction and control, coordination and resource support.

The situation at hand will dictate the functions and elements to be activated. As a minimum, an active EOC requires an EMO Coordinator. Other functions will be staffed as needed.

The EOC contains information display materials, telecommunications and any additional supporting equipment, documents and supplies required to ensure efficient operations and effective emergency management. In addition, power generation capabilities and other special life support systems may be required to allow for continuous operations apart from normal public utilities and services.

#### Authority to Activate the EOC

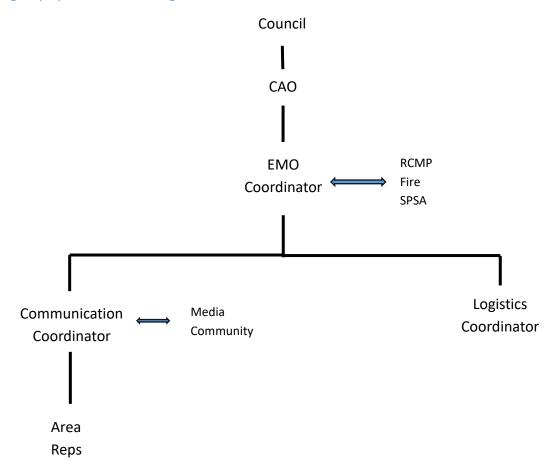
In the absence of the Mayor or Deputy Mayor, a majority of the members of the Resort Village Council are authorized to declare a local emergency in the Resort Village of Elk Ridge. An emergency may also be declared by a single member of Council when in the opinion of this member an emergency exists, and enough members of Council are not present to declare.

Suggested criteria for activating the EOC include:

- Significant number of people at risk;
- Response coordination required because of:
  - Large or widespread event
  - Multiple emergency sites
  - Several responding agencies
- Resource coordination required because of:
  - Limited local resources
  - Significant need for outside resources
  - Uncertain conditions
  - Possibility of escalation of the event
  - Unknown extent of damage
  - Potential threat to people, property and/or environment
  - Declaration of a Local Emergency is made.

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

## **Emergency Operation Center Organization**



#### **EOC Areas of Responsibility**

#### **Mayor and Council**

- Implementing the emergency plan in whole or in part.
- The Council and in the absence of a quorum of Council, the Mayor are responsible for the Declaration of a Local Emergency when required, and its termination.
- Notify SPSA of a Declaration and Termination of a Local Emergency.
- Authorize media releases.
- Log all actions and decisions.

#### CAO

- Advise the Council and Mayor on legislation and procedures and of developments to the emergency situation and response.
- Advise Council and Mayor to declare a Local Emergency.
- Initiate call out of the EMO Coordinator
- Maintain financial and other records pertaining to the emergency operations.
- Ensure all directions from the Council and/or Mayor are carried out.
- Review Media releases.
- Request a full report of all emergency operations activities from all responding municipal agencies.
- Log all actions and decisions.

#### **EMO Coordinator**

- Ensuring that the Emergency Operation Centre (EOC) is ready for use on short notice.
- Co-ordinate all EOC activities, including the scheduling of regular meetings and training exercises.
- Identify action plans and alternative back up strategies for disrupted critical services (power, natural gas, water, sewer).
- Ensure the Emergency Response Plan is current and reviewed annually.
- Activate the Emergency Operation Centre when an emergency dictates.
- Engage the SPSA.
- Open a master event record and ensure that it is maintained for the duration of the emergency.

- Provide technical assistance about the Emergency Response Plan, its procedures, and resources.
- Ensure all directions from the Mayor, Council, and CAO are carried out.

### **EMO Coordinator Checklist**

Obtain briefing from whatever sources are available.
Determine appropriate level of activation based on situation as known.
Mobilize appropriate personnel for the initial activation of the EOC.
Respond immediately to EOC location and determine operational status.
Determine which EOC positions are needed and in place.
Ensure EOC organization and staffing chart is posted and arriving team members are assigned appropriate roles.
Establish initial priorities for the EOC based on current status and information.
Schedule the initial EOC Action Planning meeting and prepare the agenda.
Determine what representation is needed at the EOC from other emergency response agencies.
Coordinate outside agency response to the EOC.
Obtain personal telecommunications equipment if required.
Monitor general staff activities to ensure that all appropriate actions are being taken.
Ensure that initial EOC response priorities and objectives are decided and communicated to all involved parties.
In conjunction with the Communications Coordinator, conduct news conferences and review media releases for final approval, following the established procedure for information releases and media briefings.
In coordination with the CAO, identify priorities and management function objectives for the initial EOC Action Planning Meeting.
Convene the initial EOC Action Planning meeting. Ensure that all Coordinators and other key agency representatives are in attendance.
Ensure that appropriate planning procedures are followed.
Once the Action Plan is completed authorize its implementation.
Conduct periodic briefings with the EOC Team to ensure response priorities and objectives are current and appropriate. Establish and maintain contacts with adjacent jurisdictions / agencies and SPSA.

Ц	Conduct periodic briefings for Policy Group.
	Prepare to brief elected officials on possibility for declaration of state of local emergency.
	Document all decisions / approvals.
	Approve resource requests not included in Action Plan, as required.
	Ensure Policy Group are informed of any state of Provincial Emergency if declared by the Lieutenant Governor / Minister, and coordinate local government Proclamations (if any) with other emergency response agencies, as appropriate.
	Brief your relief at shift change, ensuring that ongoing activities are identified and follow-up requirements are known.  Authorize demobilization of EOC units when they are no longer required.
	Ensure that any open actions not yet completed will be handled after demobilization.
	Ensure that all required forms or reports are completed prior to demobilization.
	Ensure that an EOC After Action Report is prepared.
	Terminate emergency response and proceed with recovery operations as proclaimed by Policy Group.
	Deactivate EOC when emergency event no longer requires the EOC activated.
	Ensure all other facilities are notified of deactivation.

#### **Communications Coordinator**

- Serve as the coordination point for all public information, media relations, and internal information sources for the EOC.
- Issue Media Release provided in Appendix 3.
- Issue public alerts using SaskAlert as provided in Appendix 4.
- Coordinate and supervise all assigned Area Reps and their activities.
- Ensure that the public within the affected area receives complete, accurate, and consistent information about life safety procedures, public health advisories, relief and assistance programs and other vital information.
- Ensure that a hotline or call centre is established for the public to access helpful information and advice. Provide the call takers with timely and accurate information so that they give out only confirmed and approved information.
- Coordinate media releases with officials representing other affected emergency response agencies.

#### **Communications Coordinator Checklist**

Determine staffing requirements and make required personnel assignments for Area Reps.
Obtain policy guidance and approval from the EMO Coordinator with regard to all information to be released to the media and public.
Keep the EMO Coordinator advised of all unusual requests for information and of all major critical or unfavorable media comments. Recommend procedures or measures to improve media relations.
Identify method for obtaining and verifying significant information as it develops.
Develop and publish a media briefing schedule, to include location, format, and preparation and distribution of handout materials.
Implement and maintain an overall information release program.
Establish a Media Information Centre, as required, providing necessary space, materials, telephones and electrical power.
Maintain up-to-date status boards and other references at the media information centre.
Establish distribution lists for recipients of all public information releases.
In coordination with other EOC sections and as approved by the EMO Coordinator, issue timely and consistent advisories and instructions for life safety, health, and assistance for the public.
At the request of the EMO Coordinator, prepare media briefings for the Policy Group members and provide other assistance as necessary to facilitate their participation in media briefings and press conferences.
Ensure that adequate staff is available at incident sites to coordinate and conduct tours of the disaster areas when safe.
Arrange through logistics appropriate staffing and telephones to efficiently handle incoming media and public calls.
Develop message statements for EOC Staff and the call takers of the toll-free hotline. Ensure that announcements, emergency information and materials are translated and prepared for special populations (non-English speaking, hearing impaired etc.).
Monitor all media, using information to develop follow-up news releases and rumor control, consult with EMO Coordinator on appropriate wording and actions to take on correcting false or erroneous information.
Ensure that file copies are maintained of all information released.
Promptly provide copies of all media releases to the EMO Coordinator.

Conduct shift change briefings in detail, ensuring that in-progress activities are identified and follow-up requirements are known.
Prepare final news releases and advise media representatives of points- of-contact for follow-up stories.

#### Area Reps

- Area Reps are identified for each area: Villas, Estates, Fairways, Cottages, RV Park, TreeOsix, Utility, Resort (Hotel, Cabins, Golf Course, Staff Housing).
- A map indicating the Areas is provided in Appendix 5.
- Area Reps are responsible for maintaining call out lists and keeping residents in their respective areas informed about procedures and status updates as directed by the Communication Coordinator.

#### **Logistics Coordinator**

Ensure the Logistics function is carried out in support of the EOC. This function includes
providing telecommunication services and information technology, locating or acquiring
equipment, supplies, personnel, facilities, and transportation as well as arranging for
food, lodging, and other support services as required both for the EOC and site
requirements.

#### **Logistics Coordinator Checklist**

Ensure the Logistics Section is set up properly and that appropriate personnel, equipment and supplies are in place, including maps, status boards, vendor references, and other resource directories.
Based on the situation, activate the section as needed Mobilize sufficient section staffing for 24-hour operations.
Establish communications with the Logistics Section at the Prov EOC if activated.
Meet with the EMO Coordinator and Management Team to identify immediate resource needs.
Adopt a proactive attitude, thinking ahead and anticipating situations and problems before they occur.
Ensure that Logistic Section position logs and other necessary files are maintained.
Meet regularly with section staff and work to reach consensus on Logistics section objectives for forthcoming operational periods.
Attend and participate in EOC Action Planning meetings.

Ш	Provide periodic Section Status Reports to the EMO Coordinator.
	Ensure that transportation requirements, in support of response operations, are met.
	Ensure that all requests for facilities and facility support are addressed.
	Ensure that all resources are tracked and accounted for.
	Provide Section Staff with information updates via section briefings, as required.
	Provide a briefing at shift change, informing him / her of all ongoing activities, branch objectives for the next operational period, and any other pertinent information.
	Identify high cost resources that could be demobilized early.
	Identify high cost resources that could be demobilized early.  Determine demobilization status of the Logistics Section and advise the EMO Coordinator.
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#### **RCMP**

- Provide emergency site security.
- Assist in traffic and crowd control.
- Coordinate search and rescue activities.
- Assist with evacuations.
- Advise medical examiner in the event of a fatality.
- Log all actions.

#### Lakeland Fire Department

- Coordinate fire suppression, dangerous goods and rescue.
- Activate the Fire Mutual Aid system if necessary.
- Assist with the evacuation of people.
- Log all actions.

#### **Emergency Medical Services**

- Provide emergency medical services on site.
- Advise EOC on related public issues.
- Triage and transportation of casualty.
- Log all actions.

#### Elk Ridge Residents

- Each citizen is responsible for their personal emergency preparedness.
- Knowing what to do when a major emergency occurs in the community and what
  personal preparedness measures are needed (such as a family emergency plan) will
  strengthen their ability to care for themselves.
- Certain types of events like severe storms or power outages may dictate that people shelter in-place, while others like forest fires may require evacuation with little notice.
- Report incidents to the proper authourity.
- Follow directions from Area Reps.
- Assist neighbours where appropriate.

#### **Termination**

The EMO Coordinator will terminate the EOC activity for the current incident and notify all participants and will supervise and administer the termination process, staying behind if necessary after the EOC is closed.

Suggested criteria for terminating EOC operations include:

- Individual EOC functions are no longer required.
- A Declaration of Local Emergency is lifted.
- Coordination of response activities and / or resources is no longer required.
- Event has been contained and emergency personnel have returned to regular duties.

#### **DECLARING A LOCAL EMERGENCY**

The Resort Village of Elk Ridge or the Province NEED NOT declare a local emergency for the following:

- To implement part or all of their Emergency Plan
- To qualify for disaster financial assistance from the Provincial Disaster Assistance Program (PDAP).

#### Steps in Declaring a Local Emergency

Section 20 (1) of the Emergency Planning Act allows the Mayor to declare a Local Emergency if extraordinary powers are required to deal with the effects of an emergency or disaster.

Declarations can be made in two ways:

- By bylaw or resolution if made by Council
- By order, if made by the Mayor.

Before issuing a Declaration by order, the Mayor must use their best efforts to obtain the consent of the other members of Council to the Declaration.

The Declaration of Local Emergency form must identify the nature of the emergency and the area where it exists or is imminent. The Mayor, immediately after making a Declaration of Local Emergency, must forward a copy of the Declaration to Emergency Management and Fire Safety, and publish the contents of the Declaration to the population of the affected area. A coordinated public information communications plan should be available for immediate implementation, following the declaration.

A Declaration of Local Emergency automatically exists for seven (7) days unless cancelled earlier or extended.

#### Cancelling a Declaration of Local Emergency

A Declaration of Local Emergency is cancelled when:

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

Once it is apparent to the CAO and EMO Coordinator that extraordinary powers are no longer required and that the Declaration of Local Emergency may be cancelled, they should advise the Mayor as soon as possible. If the Declaration is cancelled by resolution or order, the Minister must be promptly notified.

The Mayor must cause the details of the termination to be published by a means of communication most likely to make the contents of the termination known to the population of the affected area.

#### **Declaring for Evacuation**

Once it is apparent to the CAO and EMO Coordinator that, in their best judgment, emergency conditions warrant an evacuation, they should advise the Mayor and Council. The briefing to should include a recommendation that they issue a declaration, as well as the nature, extent, probability of loss, resources at risk, and geographic area.

Consultation should occur between the CAO and a Saskatchewan Public Safety Emergency Services Officer.

The prior consultation process should include the DOC, if established, and any neighboring local governments that could be impacted.

#### **EVACUATION ORDERS**

#### **Evacuation Authority**

There are a number of ways to order an evacuation in Saskatchewan and these vary from hazard to hazard. It is very important to understand the various methods and legal authorities. The decision to Evacuate or Shelter in Place is the responsibility of the community leadership and should be based on:

- 1) The safety of community membership,
- 2) current situational information from the subject professionals,
- 3) with the understanding that the timing of the supply deliveries are subject to the conditions of the emergency and
- 4) that if the situation changes then the Shelter in Place may not be an option. The Province will support the decision of the community leadership and provide the required resources to support that decision.

#### Legal Authority "Acts"

- Emergency Planning Act, 1989 (Local Authority and Provincial Government, declarations),
  - ✓ Sections 18(1) i, 21(1) vii
- Fire Safety Act
  - ✓ Section 7 (2) c
- Wildfire Act
  - ✓ Section 43 (2)
- The Public Health Act, 1994

Other legislations also exist for some specific hazards / risks.

In all emergencies, regardless of the threat, the Resort Village of Elk Ridge is the first line of defense.

#### **Local Authority Evacuation Orders**

To order an evacuation, the Resort Village of Elk Ridge must declare a Local Emergency, as enabled under Section 21 of the Saskatchewan Emergency Planning Act, 1989.

When it is determined that an evacuation is required, the warning must be timely and accurate. While the main concern is the preservation of life, those displaced from their homes or businesses may be experiencing inconvenience, anxiety and fear. Removing people from their homes and livelihoods must not be taken lightly. People will already be under duress during an emergency; however, public safety must be first. It is a delicate balancing act.

#### **Evacuation Process**

#### Stage 1 - Evacuation Alert

The Communication Coordinator will alert the population at risk of the potential for evacuation because of the danger of possible loss of life and they should be prepared to evacuate the area. This warning will be transmitted by:

- Door-to-door campaign with pamphlets/letter delivered
- Electronic media (internet/social media)

#### Stage 2 - Evacuation Order

The population at risk is ordered to evacuate the area specified in a formal written order. This is an order and as such does not allow for any discretionary decision on the part of the population at risk. They must leave the area immediately. The RCMP will enforce the Evacuation Order. This order will be transmitted by:

- Door-to-door campaign with pamphlets/letter delivered
- Electronic media (internet/social media)

The area in question will have controlled access and that a pass may be required to regain access to the area.

#### Stage 3 - Rescind

An evacuation order or alert is rescinded when it is determined to be safe for residents to return home. An evacuation order may be reinstated if a threat returns. These reentry criteria will be communicated to evacuees by electronic media (internet/social media).

#### **Reception Centers**

If a reception center is deemed necessary where evacuees may be received during an emergency/evacuation, notice will be provided to residents as to its location and contact information.

#### Shelter-In-Place

In some circumstances - for example, where evacuees would have to travel through a plume of hazardous gases - it may be safer for people to take shelter in their homes, schools or places of work.

If you are advising the residents to shelter in place, some or all of these instructions must be communicated to them depending on the incident:

- Get inside as quickly as possible
- Turn off all heating, ventilation and air conditioning systems. Close vents.
- Close all doors, windows, fireplace flues, vents and other openings. If there are any
  gaps in the weather stripping, use duct tape, plastic wrap and/or aluminum foil to
  seal the leaks.
- Close drapes, curtains and shades. Stay away from external windows.
- Use stairwells instead of elevators wherever possible.
- Turn on the radio or television for information. You will be advised what the hazardous material is and what the signs and symptoms of overexposure are.
- Use telephones only if you need immediate emergency assistance. You will be directed how to seek medical help outside the evacuation area.

#### **Re-entry Guidelines**

It is important for the safety of evacuees that the re-entry process be conducted in an organized manner. The EOC Team must ensure that satisfactory conditions exist and normal day-to-day community needs are functioning properly. An essential service checklist should include but not be limited to:

- Alternate accommodations available if homes are damaged
- Ambulance service
- Firefighting services
- Mail service
- Water and sewer
- Power/gas and telephone
- Food and personal supplies available in stores
- Medical supplies
- Adequate vehicle fuel and service.

Citizens must be informed of dangers in the community if there is still a threat to life and health.

SaskPower Re-entry Guidelines

http://www.saskpower.com/wp-content/uploads/floodguidelines gascontractors.pdf

#### Saskatchewan Building Standards Flood Recovery Guide

http://arborfieldsk.ca/arborfield-dwimages/triunity/Flood%20Recovery%20Action%20Guide%202014.pdf

Provincial Disaster Assistance Program (PDAP)

https://www.saskatchewan.ca/residents/environment-public-health-and-safety/access-funding-through- the-provincial-disaster-assistance-program

The Provincial Disaster Assistance Program (PDAP) helps residents, small businesses, agricultural operations, First Nations, non-profit organizations and communities recover from natural disasters, including flooding, tornadoes, plow winds and other disasters caused by severe weather. PDAP may help cover the cost of uninsurable essential losses, cleanup, repairs and temporary relocation.