REGIONAL DISTRICT OF CENTRAL KOOTENAY

EMERGENCY RESPONSE & RECOVERY PLAN

March 31, 2015

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1. INTRODUCTION

1.1 Emergency Program Overview

As part of its legislative requirements, the Regional District of Central Kootenay (RDCK) provides emergency management services to its residents via the RDCK Emergency Management Program. The management structure, concept of operations and overall roles and responsibilities of the RDCK and its participating municipalities are outlined in the *RDCK Emergency Program Management Plan.*

The policies and procedures that are utilized to coordinate the response to, and recovery from, an emergency or disaster are contained within this document, the *RDCK Emergency Response & Recovery Plan.* The *EOC Procedures Manual* is also used in the event of an emergency to outline the function, purpose, activation and processes of the Emergency Operations Centre.

The Management Plan, Emergency Response and Recovery Plan and EOC Procedures Manual are reviewed and revised on an ongoing and continual basis.

1.2 Plan Purpose & Scope

The purpose of the RDCK Emergency Plan is to provide policies and procedures for responding to and recovering from any emergency or disaster that may occur within its boundaries, including areas within the participating municipalities. The document establishes the structure for establishing and operating Local Area Emergency Operations Centres (LAEOC) and the Regional Emergency Operations Centre and provides guidance for supporting emergency response and recovery activities.

The Plan, which is based on the BC Emergency Response Management System (BCERMS), takes an all-hazards approach to emergency management. This gives the Regional District the ability to develop and implement hazard-based contingency plans that follow a consistent operational framework as well as to respond to any type of emergency or disaster.

The Plan is intended to include all eleven (11) rural areas contained within RDCK boundaries as well as the participating Villages of Kaslo, Naksup, New Denver, Salmo, Slocan and Silverton, the Town of Creston and the City of Nelson.

1.3 Purpose of an Emergency Operations Centre (EOC)

In response to an emergency or disaster, the Regional District and/or its participating municipalities may activate an Emergency Operations Centres (EOC). Generally, an EOC is established for larger incidents involving two or more agencies or for emergencies or disasters that require policy coordination and resource support.

The EOC is a facility located away from the emergency or disaster (off-site) that has been pre-designated. The EOC serves as the central point for information gathering and dissemination, coordinates resource requests, manages resources, issues public information and communicates with other agencies and jurisdictions. The EOC also provides policy direction, through the Policy Group (comprised of the Regional Board and/or municipal Council(s) as required).

The RDCK manages a two-tiered EOC system comprised of LAEOC and a Regional Emergency Operations Centre that allows for flexibility to coordinate response to the wide range of events that can potentially impact the Region.

The RDCK may choose to establish one or more LAEOC and/or its Regional EOC, depending on the nature of the incident. Each EOC is activated and staffed to a level that matches the needs of the incident – the size and composition of the EOC may vary according to the circumstances.

RDCK uses LAEOCs to manage site support at the electoral area, or local level. Information is shared between the LAEOC Operations Section Chief and the Operations Section of the Regional EOC in Nelson. The LAEOC provides information between the Incident Command Post(s) (ICP), Reception and/or Group Lodging Facilities. Mapping support, advanced planning and financial accounting are roles that are taken on by the Regional EOC.

Staffing for LAEOCs will generally follow that of a Level One activation noted above, however typically without an Information Officer as that function is managed well within the Regional EOC.

2. EOC ACTIVATION & DEMOBILIZATION

2.1   EOC Activation

When an emergency or disaster occurs that requires site support (i.e. a significant number of people are at risk, response and resource coordination is required, there is a threat to people, property and/or the environment, etc.) an Emergency Operations Centre (EOC) will be activated.

Although an Incident Commander, EOC Director or the Emergency Program Coordinator may request or recommend an EOC activation. However, the authority to formally activate the Regional and/or Local Area EOC(s) rests with the Chief Administrative Officer.

The first individual to enter the EOC upon activation is deemed to be the EOC Director until the next qualified person or until one of the designated EOC Director arrives at the EOC.

The EOC may be activated with or without a *Declaration of a State of Local Emergency*. However, an EOC <u>must</u> be activated once such a Declaration has been made.

Levels of Activation

The level of EOC activation is determined by the magnitude, scope and stage of the event. Only those EOC functions and positions that are required to meet current response activities need to be activated.

The EOC organizational structure should be flexible enough to expand and contract as required.

Level 1

Level 1 EOC Activations are for small one site events that do not require a full complement of staff to manage an EOC response. In most cases, a Local Area EOC will be activated for level 1 events, with communication to the RDCK office in Nelson, however, there may be circumstances where a Regional EOC will be opened to coordinate response to a Level 1 event.

EOCs may also be activated at a Level 1 as a precautionary measure for threats such as flood, severe storm or interface fire. A single Local Area EOC or the Regional EOC may be activated for monitoring purposes.

Level 2

The EOC may be activated at a Level 2 to deal with emergencies that are of a larger scale or longer duration and may involve limited evacuations or similar extraordinary site support activities. A regional EOC will typically be established for level 2 activations to support activities being conducted in a local area(s).

Level 3

Level 3 activations are used to coordinate and support major incidents that are of large magnitude or long duration or may have multiple sites that involve many agencies and multi-government response. Examples may include regional flooding and wildfire events. Local Area EOCs as well as the Regional EOC in Nelson will be established for Level 3 activations.

Level	Event / Situation	Suggested Minimum Staffing Requirements
1	• Small event • One site • Two or more agencies involved • Local Area EOC (LAEOC) opened • Potential threat of more serious event	• EOC Director • Information Officer • Liaison Officer • Operations Section Chief
2	• Moderate event • Two or more sites • Several agencies involved • Major scheduled event (e.g., conference or sporting event) • Limited evacuations • Some resources / support required	• EOC Director • Information Officer • Liaison Officer • Risk Mgmt Officer • Section Chiefs (as required)
3	• Major event • Multiple sites • Regional disaster • Multiple agencies involved • Extensive evacuations • Resources / support required	• All EOC functions and positions (as required) • Executive Committee/Policy Group

2.2   Demobilization

Demobilization is the term used to describe the process of deactivating and closing the EOC.

When it is time for the activities of the EOC to be terminated all personnel within the EOC and at site will be notified. Closure of the EOC should be done in accordance with

the Demobilization Plan as developed by the Planning Section (Demobilization Unit) and approved by the EOC Director.

The EOC Demobilizing should include the following components and activities:

- Collect and archive all documents, maps, records that have not already been managed by the Documentation Unit
- File all materials and maps, etc.
- Return all borrowed equipment
- Itemize all purchased equipment and supplies, and give the list to the Regional district Emergency Program Coordinator
- Clean the EOC facilities
- Final readiness check by the EOC Director and Emergency Program Coordinator

Demobilization of the EOC should be considered from the time of activation. As individual functions are no longer required in the EOC, the responsibilities of each function are passed "upwards" to the immediate supervisor.

The Demobilization Unit Coordinator supervises and administers the termination process, staying behind, if necessary, after the EOC is closed.

The decision to close the EOC should not be taken without consultation with the Incident Commander(s), external agencies, and the Policy Group. The PREOC will be advised as soon as the decision to demobilize the EOC is made.

2.3   Transition to Recovery

In some cases the EOC may be required to transition into the recovery phase rather than fully demobilizing. Recovery activities can often continue for weeks, months or even years following a major emergency or disaster. More information regarding recovery can be found in Section 8 of this Plan.

2.4   Debriefing & After Action Reporting

On the completion of response activities and closure of the EOC, a debriefing should be held and an after-action report (AAR) should be written. The primary purpose of this process is to identify, document and implement lessons learned from the emergency response event.

3. HAZARD PLANS

This section outlines general response plans for hazards that may impact the RDCK.

Each plan outlines, in broad terms, the responsibilities of the EOC. More specific plans and policies may need to be prepared before and/or during an emergency or disaster. In all incidents, the BCERMS model, including response goals, will be utilized. All site responders are expected to utilize the Incident Command System (ICS) and consider unified command where appropriate.

As per provincial and federal regulations, all utility providers and industries must have their own emergency response plans to address any risks or hazards to its operations or adjacent communities. The RDCK and/or its partnering municipalities may activate their EOCs in support of industrial or utility-related events that impact adjacent communities. It is the responsibility of the industry or utility company to maintain and communicate up to date and accurate emergency plans, notify the Regional District and/or impacted municipalities of an emergency, provide timely and accurate information and, when requested, provide a representative to the Regional and/or Local Area EOC(s).

3.1 Avalanche

Most avalanches occur beyond the municipal boundaries and away from unincorporated rural settlements. These events seldom have direct impacts on the community nor do they typically require activation of the EOC (i.e. when ESS and/or SAR support is required or when additional resources need to be found and managed).

Lead Agencies:

- Ministry of Transportation and Infrastructure (MOTI): Road Closures/Maintenance
- RCMP: Missing Persons (Search and Rescue may also be involved under the direction of the RCMP)
- RDCK/Municipalities: property damages (damage assessment/building assessment)

Potential Impacts:

- No anticipated direct impacts
- Illness, injuries and deaths
- Blocked road(s) and potential interruptions for emergency and industrial traffic
- Trauma and psycho-social impacts (especially if loss of life is involved)
- The community may become a host community for individuals who cannot return home or are evacuated because of the avalanche

General EOC Roles:

- Establish communication link between Operations Section (EOC) and the Incident Commander
- Confirm jurisdiction and role of outside agencies with PREOC and Incident Commander
- Provide support to responding agencies such as the RCMP, Search and Rescue, Emergency Support Services (ESS), etc.
- The EOC will monitor the situation in anticipation of a request from partnering agencies or for human consequence management (i.e. ESS assistance).

3.2   Civil Disturbances & Terrorism

A civil disturbance includes any incident that disrupts a community where intervention is required to maintain public safety. Examples are demonstrations, riots, strikes, public nuisances and criminal activities. Terrorism occurs in many forms from stalking and harassment to bombing of a building. In large scale terrorism acts, a number of local, provincial, federal and international agencies are involved.

Lead Agency:

- ·   RCMP (public safety & restoration of order)

Potential Impacts:

- ·   Illness, injuries and deaths
- ·   Explosion and/or fire (involving hazardous materials)
- ·   Disruption of traffic
- ·   Disruption of utilities
- ·   Evacuation of people
- ·   Evacuation of animals
- ·   Damage to property
- ·   Public Health issues and concerns
- ·   Requirements for psychosocial and Critical Incident Stress Management (CISM) services
- ·   Convergence of people
- ·   Structural collapse
- ·   Overcapacity of local hospital to deal with casualties
- ·   Overcapacity of BCAS station handle causalities and transportation of victims to hospital.

EOC Roles:

- ·   The EOC can assist in the supply of equipment, dissemination of information to the public and media and providing ESS support to evacuees.
- ·   A large scale civil disturbance or an act of terrorism would challenge the capacity of local BCAS and Hospital resources.

3.3   Critical Infrastructure Failure

Overview:

This plan outlines the support that the EOC may provide to an organization that needs to relocate its facilities. Such facilities may include the Regional District and municipal offices, hospitals, local school, RCMP detachments, fire halls, Ambulance Stations or any other facility that is critical to the Region's daily operations.

Extensive damage and failure of a critical facility will likely be the result of another hazard or event such as a power failure, industrial fire or severe weather event. The EOC will likely already be involved with the major incident, not just the relocation of the critical infrastructure. It is therefore imperative that each agency has its own relocation plan in place and that any resource conflicts (i.e. transportation needs) are addressed in the planning stage.

Lead Agency:

· All local governments, departments and partnering agencies are responsible for their own infrastructure and facilities.

· Each participating local government, organization and agency should develop its own emergency relocation plan.

Potential Impacts:

· Disruption of police, fire and fire dispatch or ambulance and hospital services
· Disruption of regional and municipal administration functions and services
· Necessity of rapid relocation of patients from hospital
· Disruption of business and school
· Loss of security
· Loss of communication capability of responders
· Illness, injuries and deaths

EOC Roles:

· Develop and implement continuity plan(s) for failed infrastructure (planning, logistics)

· Support the departments or agencies that area evacuating or relocating, as required.

· Collect, prepare and disseminate information to the public.

3.4   Dam Failure

Overview:

- Although very unlikely, a breach of any of the dams in the Region will have catastrophic impacts to all communities downstream.

Lead Agency:

- Dam Owner/Operator: is responsible, under provincial legislation, to provide warning and notification of potential and actual dam failures to downstream and upstream emergency agencies.
- Local Authority: may provide a lead role in ensuring the needs of community are being addressed (i.e. flood coordination, ESS response, recovery planning, etc.).

Potential Impacts:

- Illness, injuries and deaths
- Disruption of traffic, supplies communications and utilities
- Extensive damage to public and private property
- Infrastructure damage (roads, bridges, utilities, buildings)
- Danger to public health
- Economic impact
- Convergence of people from other communities

EOC Roles:

- Obtain inundation area information from dam owner(s) and provide to EOC and Incident Commander(s).
- Consider all possible impacts and develop remediation plans (i.e. flood response, ESS plans for incoming populations, supply routes, rations for supplies, etc.)
- Coordinate response to flooding and other impacts
- Collect, prepare and disseminate information to the public.

See Also:
- 3.3 Critical Infrastructure Plan
- 3.12 Flood Hazard Plan
- 3.23Utility Failure Plan

3.5   Earthquake

Overview:

An earthquake is a shaking of the ground caused by the sudden breaking and movement of tectonic plates of the earth's rocky outermost crust. The edges of the tectonic plates are marked by faults or fractures. Most earthquakes occur along the fault lines when the plates slide past each other or collide against each other.

There are fault lines within the Kootenay Region, however, they are considered inactive. Although the frequency and magnitude of an earthquake occurring in the Region is not the same as the coastal areas of BC, the RDCK recognizes the risk an earthquake may pose and has developed this contingency plan should one occur.

Lead Agency:
- Unified Command: RCMP, Fire, Public Works, etc.

Potential Impacts:
- Illness, injuries and deaths
- Trapped people
- Damage to property
- Damage to roads and bridges, utilities, buildings
- Fires and explosions (involving hazardous materials)
- Gas leaks
- Dam failures
- Flooding and landslides
- Panic and psychosocial effects
- Dangers to public health
- Evacuation of people and livestock
- Crowd control
- Convergence of volunteers

EOC Roles:
- Structural integrity of buildings and infrastructure will be determined by site responders and specialists as required.
- The perimeter of the impacted area will be secured to the best of the responding agencies' abilities (given area of impact and available resources, etc.).
- Support ESS in establishing and maintaining an enquiry service, the Reception Center and Family Reunification Center(s).

3.6   Epidemic & Pandemic –Animal

Overview:

Epidemics and pandemics in animal populations may include non-infectious, infectious and parasite diseases. These diseases have the potential to pass from animal to animal and from animal to human.

Lead Agency:

- Ministry of Agriculture

Potential Impacts:

- ☐ Illness, injuries and deaths
- ☐ Damage to property
- ☐ Economic impact
- ☐ Panic
- ☐ Quarantine of livestock

EOC Roles:

- In the event of a major outbreak of animal disease the Ministry of Agriculture and will be the primary response agency. The EOC will provide support to agencies when required and able to do so given resources.

- The EOC will liaise with the Ministry of Agriculture and other appropriate agencies regarding proper disposal of animals and will utilize the *RDCK Farmed Animal Mass Carcass Disposal Emergency Plan.*

- Recovery plans will be developed and implemented to address the short, medium and long term effects of an animal epidemic

- Provide support to Ministry of Agriculture, as requested.

- Coordinate disposal of infected animals with the Regional District.

See also:

- RDCK Farmed Animal Mass Carcass Disposal Emergency Plan

3.7   Epidemic & Pandemic - Human

An epidemic or pandemic is a situation where a disease affects many people in a given area, resulting in illnesses and potential death. There may also be a likelihood for a mass casualty situation in the event of an epidemic. A pandemic refers to an epidemic that spans a large geographic area and can often become a global situation.

Lead Agency:

- Ministry of Health; Interior Health Authority; BC Centre for Disease Control

Potential Impacts:

- Illness, injuries and deaths
- Damage to property
- Economic impact
- Panic
- Quarantine of livestock

General Policies:

- Provincial and Federal governments will set policies regarding the use and distribution of influenza and other vaccines and anti-virals, when available.
- Prevention measures include public education, vaccine delivery requirements, and participating in decision making regarding antiviral distribution to the public.
- The Ministry of Health, Interior Health and BCCDC will lead the response to an epidemic and pandemic.
- The RDCK will consider the impacts an epidemic or pandemic may have on staff and the public and will implement policies to mitigate these impacts.
- Provide support to responding agencies, as requested.
- Consider implementing policies that prevent the spread of infection among staff (i.e. use of vacation days to care for family members, alternate work arrangements, etc.)
- Support activities of all EOC functions.

See also:

- BC Pandemic Influenza Provincial Coordination Plan
- BC Pandemic Influenza Preparedness Plan
- British Columbia Pandemic Influenza Preparedness Plan: Managing Pandemic Influenza: A Guide for BC Local Governments

3.8   Explosion or Emissions

Overview:

An explosion is the ignition of a flammable substance resulting in instantaneous combustion. A leak and subsequent explosion can be caused by ruptured pipelines or faulty valves and can potentially result in a hazardous materials situation.

Explosions or emissions may occur on a localized level (i.e. a slow natural gas leak at a residential home) or a much larger scale causing fire and threats to public health and safety.

Lead Agencies
· Ministry of Environment (Gas & Gas Leaks – pipelines)
· Ministry of Natural Gas Development (through OCG) – Gas and Gas Leaks – gas wells)
· Ministry of Energy and Mines - Mine Explosion
· Ministry of Justice - Other Explosions
· Fire

Potential Impacts:
· Illness, injuries and deaths
· Damage to property
· Fires
· Escape of dangerous gases, chemicals, etc.
· Panic
· Disruption of traffic and utilities

EOC Roles:
· In the event of a major explosion, regardless of the cause, life safety of both responders and the public will be the first priority.

· As explosions or emissions may be criminal in nature, the site of the explosion will be secured, to the best of the responder's ability to preserve evidence and ensure safety.

· Local emergency responders will contain leaks and respond to explosions according to their levels of capability and training and will seek assistance from outside agencies when necessary.

· Request representative from spiller/carrier/owner to attend the EOC, as appropriate

· Support ESS in establishing and maintaining an enquiry service, the Reception Center and Family Reunification Center(s).

See also:

· Section 3.13 Hazardous Materials

3.9 Fire – Industrial

Overview:

Industrial fires include fires impacting mills, mines, warehouses, etc.

Lead Agency

- Fire
- WorkSafe BC / RCMP for investigations

Potential Impacts:

- Illness, injuries and deaths
- Damage to adjacent properties
- Sudden hospital requirements
- Disruption of traffic and communication
- Explosions and other hazards
- Collapse of buildings
- Short to long-term interruption of services provided by the impacted and neighboring properties)
- Evacuation of surrounding properties
- Economic loss (small and large scale)
- Negative impacts to air quality

EOC Roles:

- Industrial fires will be managed using ICS; and,

- Incident Commander may request activation of the EOC to provide additional resource support and to tend to evacuees, if required.

- EOC may be activated to provide recovery planning for large scale socio-economic loss and to provide information to the public.

- Support Incident Commander in defining working area, establishing control perimeter and securing the scene for subsequent investigation.

- Determine need for evacuation through Fire Commissioner or Declaration of Local State of Emergency

- Support ESS in establishing and maintaining an enquiry service, the Reception Center and Family Reunification Center(s).

- Develop economic recovery plans, as required.

3.10   Fire – Interface (Wildfire)

Overview:

The term "interface fire" refers to the area in which a fire impacts an area of settlement and forest.   In the interface, structures and vegetation are sufficiently close that a wildfire may spread to structures or a structural fire may ignite trees and vegetation.

Lead Agency

- Fire Department, Wildfire Management Branch or unified command.

Potential Impacts:

- Illness, injuries and deaths
- Trapped People
- Disruption of Traffic
- Disruption of Utilities
- Property damage
- Public Health Issues and Concerns
- Negative impacts to air quality

General Policies:

- Interface fires will be managed using unified command with the Ministry of Forests and local fire department(s) and other local fire departments, where applicable.

- In interface fire areas that are not covered by a fire department, coordination of response will be handled directly by the RDCK EOC.

- Determine need for evacuation with the Wildfire Management Branch and/or the Office of the Fire Commissioner

- Support evacuation of the public

- Support evacuation of livestock with Ministry of Agriculture

- Prepare evacuation documents, including the Local State of Emergency.

3.11   Fire – Structural

Overview:

This Hazard plan deals with structural fires (i.e. one home or business) that are fought by local fire departments

Lead Agency:
- Fire Department

Potential Impacts:
- Illness, injuries and deaths

- Fire spread to adjacent properties and outbuildings

- Disruption of traffic and communication

- Explosions and other hazards

- Collapse of buildings

- Disruption of buildings

- Evacuation of surrounding properties

- Economic loss (small scale)

- Negative impacts to air quality

EOC Roles:
- Typically, structural fires will be dealt with by the local Fire Department without site support from the EOC.

- Incident Commander may request activation of the EOC when requiring additional resources (i.e. firefighters and equipment), Emergency Social Services support for individuals and families burnt out of their home(s) or assistance with large-scale evacuations.

- Consider mutual aid from other communities

- Support ESS in providing Level 1 or Level 2 support.

3.12 Floods

Overview:

Creek, river and overland flooding are a common within the RDCK. Flooding events are most common in Electoral Area H (Slocan Valley/Walter Popoff) during freshet and heavy rain events.

Lead Agency:

· Ministry of Transportation & Infrastructure (for infrastructure impacted by flooding)

· Ministry of Forests and Natural Resource Operations (for subject matter experts, including forecasting and mitigation works).

Potential Impacts:

· Damage to local government infrastructure

· Damage to property

· Damage / restricted access to transportation routes (i.e. roads)

EOC Roles:

· Flooding occurs frequently but with little consequence (small number of properties at risk and some infrastructure).

· Property owners are responsible to ensure that their homes are protected from spring or fall freshet waters.

· Volunteers who are sandbagging or conducting dike patrols, etc. are expected to have appropriate clothing and equipment.

· Sandbag where appropriate (any local government infrastructure and private property).

· Advise residents of risk during flooding.

· Construct dikes (conventional and/or gabion) when and where appropriate; establish patrols to ensure stability

· Ensure sewer and water services are maintained.

· Determine sites for conventional or gabion diking.
· Eliminate hazards from damaged regional district utilities.

· Continuously monitor and report any damages, changes in water levels, water quality, threatened or damaged municipal infrastructure, interruptions in utility services or compromised evacuation routes to the EOC.

3.13   Hazardous Materials

Overview:

Hazardous Materials (also referred to as dangerous goods) are substances, which, because of their chemical, physical, or biological nature, pose a potential risk to life, health, or property when released. A release may occur by spilling, leaking, emitting toxic vapors, or any other process that enables the material to escape its container, enter the environment, and create a potential hazard. The hazard can be explosive, flammable, combustible, corrosive, reactive, poisonous, toxic, biological agent, and/or radioactive.

Lead Agency:

- Fire Department
- Ministry of Environment
- Ministry of Health

Potential Impacts:

- Illness, injuries and deaths
- Deaths
- Tendency of people to disperse
- Disruption of traffic
- Explosions and Fire
- Hazards to humans and livestock
- Disruption of business and industrial activities
- Evacuation
- Contamination of soil and water

General Policies:

- Responders will take defensive role until product and actions are identified.

- Spiller is responsible for cleanup and restoration and may be billed for extraordinary expenses incurred by the RDCK.

- The RDCK will take an active role in hazard identification, public safety, public information and community recovery.

- Request representative from spiller/carrier/owner to attend the EOC, as appropriate and/or provide a Liaison Officer and other Management Staff to the spiller's EOC, as required.

- The RDCK will support all stakeholders with evacuation efforts and support to evacuees.

- Local emergency responders will contain leaks and respond to explosions according to their levels of capability and training and will seek assistance from outside agencies when necessary.

- Report incident to the Emergency Coordination Centre at **1-800-663-3456**

- Ensure Safety Officer appointed at scene.

- Identify spilled substance and determine its characteristics. Utilize Emergency Response Guidebook or call Canutec at 1-613-996-6666 or *666 on most cell phones

- Consider evacuation of high-hazard zones, considering responder safety, in consultation with Incident Commander

- Ensure the Ministry of Environment, Public Health and other appropriate agencies and stakeholders are notified of the event.

- Contact the Environmental Health Officer, Fire Commissioner, Hospital and other key agencies are notified if contact has not already been made.

- Contact spiller regarding response, recovery and compensation & claims.

3.14   Industrial Accident

Overview:

Industrial accidents refer to large scale accidents that occur at industrial sites such as mines and mills. The EOC may become involved in coordinating response to an industrial accident when local responding agencies require additional resources and/or when evacuations need to take place.

Lead Agency

· Fire / BC Ambulance / RCMP
· WorkSafe BC / Coroner's Office

Potential Impacts:

· Illness, injuries and deaths
· Trapped persons
· Sudden hospital and ambulance requirements

EOC Roles:

· Industry is responsible to have emergency plans in place. The EOC will support industry in responding to an emergency as required and able.

· Regardless of the cause of the incident, safety of the responders will be the first priority.

· The EOC will work closely with the industrial operator/owner.

· Support ESS in establishing and maintaining an enquiry service, the Reception Center and Family Reunification Center(s).

· Collect, prepare and disseminate information to the public.

· Provide Critical Incident Stress Management (CISM) to local authority responders.

3.15   Landslide, Debris Flow & Subsidence

Overview:

Landslides may be triggered by both natural and human-made changes in the environment. The term *landslide* describes a wide variety of processes, including debris avalanches and flows that result in the perceptible downward and outward movement of soil, rock and vegetation. Subsidence is the motion of the Earth's surface as it shifts.

Lead Agencies:

- Ministry of Environment
- MOTI
- MFNRO
- Ministry of Energy and Mines
- Ministry of Natural Gas Development
- Ministry of Health
- Ministry of Justice
- Local Authority (Public Works)

Potential Impacts:

- Casualties
- Trapped people
- Damage to property, infrastructure, utilities & buildings
- Flooding
- Panic
- Danger to public health
- Removal of population and livestock
- Disruption of traffic and communications

EOC Roles:

- Ensure responder safety is paramount.
- As many agencies are typically involved in the response and recovery to a landslide, the RDCK will work cooperatively and will utilize Unified Command where appropriate.
- Conduct damage assessments
- Collect, prepared and disseminate information to the public
- Develop recovery plans.

See Also:

- ☐ Transportation Route Failure

3.16   Missing Persons

Overview:

Search and Rescue is the term that refers to the process by which lost persons are found. The RCMP have the jurisdictional responsibility for Search and Rescue. SAR teams carry out this responsibility on behalf of the RCMP.

The EOC may be requested by the EMBC to provide site and ESS support to the SAR team.

Lead Agency:

· RCMP / Search and Rescue

Possible Impacts:

· Illness, injuries and deaths
· Convergence of people
· Trauma and psycho-social impacts (especially if there is a death)

EOC Roles:

· The EOC may be activated to support a SAR team by providing support to volunteers, assisting with finding resources, managing support for outside teams (i.e. food, lodging for out of town SAR teams, etc.) and managing convergent volunteers.

· Provide Critical Incident Stress Management (CISM) to local authority responders (particularly in incidents where local teams, i.e. road rescue, have been called to assist.

· Collection, preparation and dissemination of critical information.

· Provide Critical Incident Stress Management (CISM) to local authority responders (i.e. road rescue team, fire department, etc. if members were called to assist).

3.17   Severe Weather

Overview:

Severe weather includes all severe meteorological events that can disrupt day to day life of citizens. These weather events can include any of the following:

- Blizzards
- Drought
- Fog
- Hail
- Heavy Snowfall
- Heavy Precipitation

- High Winds
- Ice Storms
- Temperature Extremes
- Thunderstorms and Lightning
- Tornados
- Storm Surge

Lead Agency:
- Utility Providers
- Ministry of Transportation and Infrastructure
- RDCK (Public Works) – damage assessments
- Ministry of Justice (EMBC)

Potential Impacts:
- Illness, injuries and deaths
- Disruption of road, rail and air traffic
- Stranded and missing people
- Disruption of essential services (emergency services, sewer/water, etc.)
- Disruption of utilities
- Disruption of business/schools
- Severe rain event could result in flooding and subsequent evacuations
- Emotional Distress
- Food, water and fuel shortages
- Inoperable security systems (due to power outage)

EOC Roles:

- In the event of a severe snowstorm, the RDKS will work with local road maintenance contractors to determine the priorities for snow clearing.

- When time permits the public will be warned of severe weather and be asked to prepare in advance.

- People will be encouraged to stay in their homes as long as it is safe to do so.

- Assist emergency agencies with special transport problems

- Eliminate hazards from damaged local authority utilities and infrastructure.

- Determine priorities for utility restoration in conjunction with utility providers

- Establish routes for emergency vehicles.

- Coordinate provision of auxiliary power for critical infrastructure.

- Coordinate transport of food, fuel, pharmaceutical supplies, medical personnel and others to points of need, if required.

3.18   Structural Collapse

Overview:

Structural collapse may occur because of structural compromise or due to another emergency (i.e. fire, earthquake, etc.).

Lead Agency:

- Local Authority
- Ministry of Justice (EMBC)

Possible Impacts:

- Illness, injuries and deaths
- Trapped persons
- Sudden hospital requirements
- Disruption of traffic and communications
- Disruption of utilities
- Utility interruptions, leaks and explosions.
- Explosions

General Policies:

- Life safety of emergency responders is responders paramount.

- Structural integrity of buildings will be determined by site responders.

- Coordinate evaluation of collapsed buildings.

- Conduct recovery planning depending on circumstances of event.

3.19   Transportation Accident – Air

Overview:

An aircraft accident is defined as an airplane crashing or starting on fire in a residential, business or industrial area or at the local airport. Air Accidents occur infrequently in the region, however, responding to an aircraft accident will likely overwhelm local emergency resources.

Lead Agency:

-   Ministry of Justice (Joint Rescue Coordination Centre)
-   Transportation Safety Board

Potential Impacts:

·   Illness, injuries and deaths
·   Panic and emotional stress (psychosocial effects)
·   Disruption of air, road and rail traffic
·   Damage to critical infrastructure
·   Disruption of utilities (power, water, sewer, telecommunications, gas)
·   Disruption of business / school
·   Convergence of stranded travelers
·   Convergence of people (especially if it involves a large passenger aircraft)
·   Damage to private dwellings and municipal buildings
·   Economic impacts
·   Structure and interface fires
·   Trapped persons
·   Interface Fires
·   Hazardous Material incidents

General Policies:

·   Air accidents may happen at any location throughout the Region, at airport facilities or helipads.

·   The perimeter of the impacted area will be secured to the best of the responding agencies' abilities (given area of impact, resources, etc.).

·   Ensure scene is secured for subsequent investigation.

3.20   Transportation Accident – Marine

Overview:

Marine accidents are infrequent and involve recreational boats. There is potential for accidents involving inland ferries (and potential hazardous materials spills involving fuels).

Lead Agency:

- Ministry of Justice
- Ministry of Environment
- Ministry of Transportation (inland ferries)
- RCMP

Potential Impacts

- Illness, injuries and deaths
- Soil, water and shoreline pollution
- Damage to fish and wildlife
- Damage to property
- Fire and explosion
- Health hazards
- Damage to water system and private wells (due to pollutants)
- Emotional trauma

General Policies:

- Due to the relatively small nature of marine accidents, not all of the policies listed below will be enacted for each event.

- Support spill clean-up (according to training, skills and availability of proper clean-up supplies and with assistance from other agencies (i.e. MOE)).

- Support the assessment of health and environmental issues with assistance from MOE, Interior Health and the Ministry of Health.

3.21 Transportation Accident – Rail

Overview:

CP Rail and its subsidiaries operate rail lines in the southern part of the Region. Although incidents involving trains and rail operations are infrequent, there is potential for accidents to occur (and may also involve hazardous materials).

Lead Agency

- Ministry of Justice
- Rail Company
- Fire Department

Potential Impacts:

- Illness, injuries and deaths
- Disruption of rail and road traffic
- Trapped persons
- Emotional Distress Panic and emotional stress (psychosocial effects)
- Disruption of business / school
- Convergence of stranded travelers
- Inability of emergency vehicles to respond to emergencies due to road closures (depending on location of accident).
- Isolation of communities

General Policies:

- CP Rail and its subsidiaries are responsible for the maintenance and response to accidents on the railway.

- Depending on the severity of the event, the EOC may assist with coordination of resources, providing ESS support to evacuees and response personnel and providing public information.

- Rail accidents may cause short to long-term isolation of communities, depending on the location of the accident.
- Develop plans to provide alternate emergency services to areas that have been isolated because of road closures
- Consider all possible impacts and develop remediation plans (Advanced Planning Unit).

3.22   Transportation Accident – Road

Overview:

Most transportation accidents, Motor Vehicle Incidents (MVI), will be small in nature and will not require coordination at the EOC level. However, there may be situations in which road accidents require site support to assist with finding resources or dealing with community residents that need to be evacuated.

Lead Agency

- Ministry of Justice

Potential Impacts:

- Illness, injuries and deaths
- Disruption of rail and road traffic
- Disruption of utilities
- Trapped persons
- Emotional Distress
- Disruption of business / school
- Convergence of stranded travelers
- Panic and emotional stress (psychosocial effects)

General Policies:

- Ministry of Transportation is responsible for restoration of roadways.

- Road accidents may cause short to long-term isolation of First Nation and rural communities, depending on the location of the accident.

- Road accidents may impact the ability for emergency responders (fire, police, ambulance) to respond to emergencies in areas where there is only one road in and one road out (depending on location).

- The EOC may provide site support by finding resources and providing ESS support to evacuees within the municipal boundary.

3.23   Utility Failures

Overview:

Utility failures are a common occurrence in in the RDCK and include services such as power/hydro, telecommunications, natural gas and water & sewer. In most cases, power outages are very short in nature and do not have major consequences to emergency agencies or the general public. However, extended power outages, combined with freezing, or near freezing, weather can have a dangerous, and sometimes fatal, outcome. In many circumstances, power outages are an effect of other emergencies such as severe weather or Motor Vehicle Incidents (MVI).

Telecommunications failures do not typically occur on their own. Telecommunications failures usually occur in conjunction with other emergencies, such as severe weather, Motor Vehicle Incidents (MVI), fire or flooding.

Natural gas interruptions are typically isolated and only involve a single home and a small response from the fire department (for a gas check) and gas providers to fix the gas problem. Should a large scale interruption occur it may have extensive impacts to the community, especially if the interruption was of a long duration and during winter months.

Although municipal water and sewer system failures do not occur often they have the ability to shut down all water and sewer capabilities of a community. The most common causes of a water system failure are chemical contamination (land and mudslides, human error, Motor Vehicle Incidents and marine incidents involving hazardous materials and above normal levels of storm water.

Lead Agency:

- Utility provider (BC Hydro, Fortis, Nelson Hydro, Telus, etc.)
- Public Works /RDCK (Water, Sewer)
- Private water system providers

Potential Impacts:

- Illness, injuries and deaths
- Panic and emotional distress
- Disruption of traffic
- Requirement for alternate water sources for firefighting
- Trapped persons (due to downed power lines)
- Disruption of business / school
- Loss of security
- Loss of communications (cellular, landline and internet and fire dispatch)
- Explosions
- Contamination of water

· Leaching of lagoon system
·
· Disruption of traffic (depending on circumstances of system failure (i.e. water main break)

General Policies:

· Utility service providers (power, gas and telecommunications) are responsible for the restoration of their respective services.
· Each emergency agency (i.e. RCMP, Fire Department(s), BC Ambulance Service, hospital(s)) is responsible for developing its own plan to handle utility failures.
· The EOC will implement backup power systems to ensure functionality of the site, EOC and other critical local government services (i.e. fire dispatch).
· The EOC can assist during utility failures by:
    • coordinating gas leak checks in buildings (fire department);
    • establishing priorities for restoration;
    • conducting checks on individuals who may require assistance;
    • establishing warming centers; and,
    • provide ESS services to those that are not able to stay in their homes.
· Under no circumstances will EOC responders work directly near or around downed power lines or natural gas lines.
· Residents impacted by the utility failures will be encouraged to stay in their homes for as long as possible to avoid damage to homes (i.e. broken water lines, etc.). Alternately, warming centers may be established within the community as a place for community members to gather, enjoy a hot meal and obtain current information.
· Interior Health Authority regulates the criteria for safe drinking water.

4. EVACUATION PLANNING

When it is determined that an evacuation is required the warning must be timely. Additionally, it must be precise in content and given in an authoritative manner. When conveying the warning, attention must be paid to the fact that while the Emergency Operations Centre's main concern in an emergency is the preservation of life; those displaced from their home may be experiencing much inconvenience, anxiety and fear**.**

4.1   Legal Authority for Evacuations

The authority for agencies to close an area and order an evacuation is found in the following Acts as may be amended periodically:

- The Criminal Code of Canada authorizes the RCMP to evacuate buildings or areas for criminal investigation or activities (i.e. hostage taking, bomb threat, etc.).
- The Emergency Program Act R.S.B.C. 1996 Chapter 111.
- The Fire Services Act R.S.B.C. 1996 Chapter 144.
- The Wildfire Act R.S.B.C. 2004 Chapter 31.
- The Forest and Range Practices Act R.S.B.C. 2002 Chapter 69.
- The Petroleum and Natural Gas Act R.S.B.C. 1996 Chapter 361.
- The Public Health Act [SBC] 2008

4.2   Evacuation Plan

After the site Incident Command Post is established and the need for evacuation becomes apparent, an evacuation plan should be formulated (and based upon the preplans that have been made and appended to this document). The initial responsibility is issuance of a timely evacuation warning. Urgency, population density, possible evacuation routes, and terrain must be considered when selecting the means to effect the warning.

In most situations, the evacuation plan will incorporate sectoring. This tactic subdivides the evacuated area into sectors and zones. To effect the evacuation warning, fire and police officers should be assigned to subdivisions nearest the actual emergency outward until the entire area to be evacuated is covered.

The Evacuation Plan should include initiatives that may reduce the impact on the evacuees. The type of emergency a community is faced with will determine the amount of time individuals have to prepare; it may be seconds, minutes or hours. In any case, the evacuees should be given prepared and prioritized lists of essential items, either through the media or by emergency services personnel at their door. This will assist them greatly during a time when they have lost the ability to make rational decisions, reduce the impact of the evacuation, and lessen the problems and negativity toward the agencies involved in the decision to evacuate.

Information should include the need to salvage the following during an evacuation: warm clothing, prescription medications, specialty medical equipment, eye glasses, hearing aids, prostheses (false teeth, crutches, wheel chairs, etc.) work clothes (uniforms, work boots, etc.).

Pets are also a high priority to the victim and direction should be provided in this regard.

4.3   Stages of Evacuation

Evacuation ALERT

A process that will alert the population at risk of the potential need for evacuation. The Evacuation Alert advises that because of the danger they should be prepared to evacuate the area. This Evacuation Alert may allow for the population at risk to begin an orderly preparation to voluntarily leave the affected area, within a specified time frame. However, the reality of the situation may require immediate action with very short notice. The Emergency Program Coordinator must be contacted to alert the appropriate Emergency Support Services Teams.

Note: In some instances an Evacuation Order is immediate and no Evacuation Alert is given.
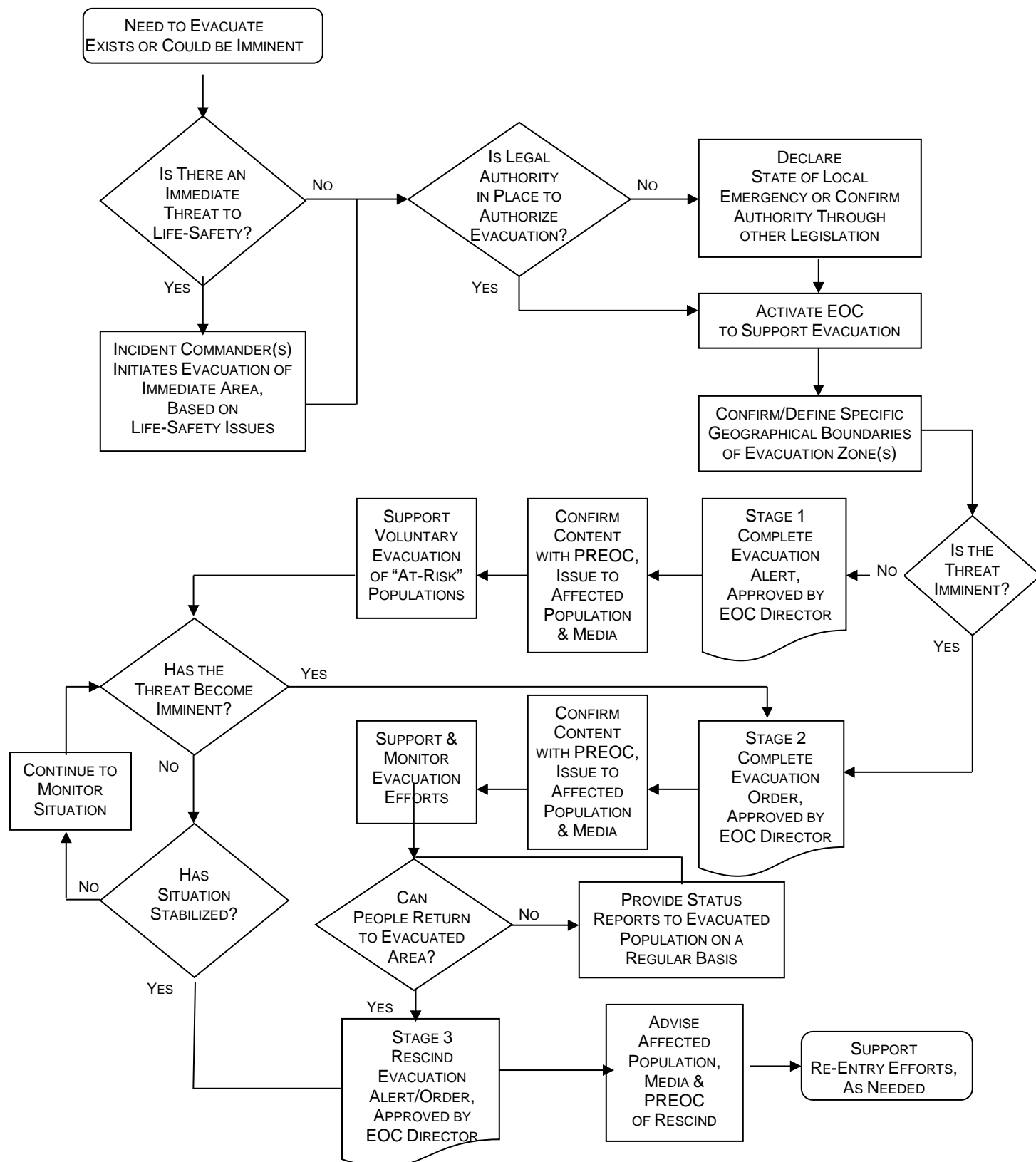
Evacuation ORDER

An Evacuation Order will only be issued by authorities in response to the imminent danger and potential of loss of life or injury to the population at risk in the affected area. These notices are issued in the interest of LIFE SAFETY. Members of the RCMP, Local Fire Departments, and the Local Authorities may be involved in expediting that action through door-to-door contact, the electronic media, etc.

Evacuation RESCIND

The population at risk is allowed to return to the area previously evacuated, having been advised that the danger has passed. There is the possibility that the danger may re-manifest itself and the Evacuation Notification might need to be reissued.

Evacuation Flow Chart

4.4   Evacuation Documentation

Once it is apparent to the EOC that the conditions warrant an evacuation the Policy Group should be notified. The briefing should include a recommendation that a State of Local Emergency be declared and also a description of the nature and extent of risk, probability of loss, potential resources at risk, and impacted geographic area. To order an evacuation, the impacted a local authority must declare a "state of local emergency" as enabled under Section 12 of the *Emergency Program Act*.

Typically it is the Planning Section's responsibility to prepare all necessary documentation for the evacuation as well as prepare a written evacuation plan that outlines the area being evacuated, transportation routes, resource needs, etc.

4.5   Immediate Emergency Actions

i)   Establish a command post location

ii)   Evacuate using loud-hailers, vehicle public announcement systems, radio and television broadcasts and door-to-door communications.

iii) Establish destination location for evacuees.

Initial agencies:	RCMP, Fire
Coordination Responsibility:	EOC
Additional agencies:	Ministry of Transportation and Infrastructure, Public Works, Ambulance Service, Emergency Support Services, Natural Gas and Hydro

Possible Requirements	Responsibility
Assembly Point	Emergency Support Services
Reception Centres	Emergency Support Services
Registration and Referrals	Emergency Support Services
Family Reunification	Emergency Support Services
Area Security	RCMP
Animal Welfare	Ministry of Agriculture & Lands
Pet Welfare	Pet Care Team / Local Kennels / SPCA

4.6   Public Notification

The means used to effect the warning will, of course, depend upon particular circumstances. Use of the EOC 426 (Evacuation Log) is recommended. If the situation is urgent, police and fire officers will use the public address systems on their vehicles to initiate an immediate notification. Once the sectors are fully notified by the public alarm systems, a follow-up house-to-house check of the evacuated area will usually be necessary to make certain that all residents are notified in writing, and that evacuation information has been distributed.

Public address announcements shall state:

a) **There is an emergency in the area that could endanger residents.**

b) **People are to evacuate in a _____ (northerly/westerly) direction only.**

c) **Evacuees should report to _____ (reception centre and/or assembly point) for information and registration or listen to the local radio station.**

The Emergency Operations Centre's responsibility has been fulfilled upon notifying persons of the danger. It would be questionable judgment to force occupants from their residences when, after being notified, they state their wishes to remain and protect property from fire and flood damage. Additional verbal persuasion should be employed when a life-endangering situation is imminent. If this tactic proves unsuccessful, the officers should obtain the name and address from the person and forward this information to the EOC as soon as possible.

Ideally, there will be enough time for radio and television stations to broadcast the required information on local radio stations. If possible, the warning should be distributed in writing (EOC 420). Such warning could include pertinent information, such as:

- Type of evacuation (Mandatory - Voluntary).
- Best available route(s) out of the area.
- Location of reception centres, if established.
- Anticipated duration of emergency.
- Time remaining before the situation becomes critical.
- List of suggested items for evacuees to bring with them.

4.7 Reception Centres

Several Emergency Support Services Reception Centres have been predetermined. The particular centre to be activated will be determined by the Emergency Program Coordinator and Emergency Support Services Director based on:
- a) Proximity to a localized emergency.
- b) Travel routes from a localized emergency.
- c) Safety of the area.
- d) Number of people evacuated.

In the event that the disaster is region-wide and of a severe nature that transportation and other facilities are disrupted, local Emergency Support Services Reception Centres may be activated, as required, to provide information and assistance. Emergency Support Services and Emergency Communications personnel will be located at these facilities to provide communication and other services for the area.

Generally, press releases and announcements regarding reception centre locations should only be made after ample time has been allowed for personnel to arrive, open, and staff the location. If time does not permit, evacuees should be directed to an "initial assembly point" and reassigned to a permanent center at a later time. Personnel should immediately be dispatched to this "initial assembly point" to register evacuees and remain until Emergency Support Services or other personnel arrive and relieve them.

4.8   Notification Required for the Use of Schools

To obtain the use of school district facilities, notify the School Board and identify the facilities requested. Ascertain as to how access will be gained.

4.10   Evacuee - Transportation

After receiving an evacuation warning, some residents may not have the means available to transport themselves and their families to a reception center. When the need arises, the use of Local authority district buses, as well as school buses and private buses should be considered.

Debris and other obstructions may impede the movement of vehicles in the evacuated area. Such conditions may require that evacuees board buses on the periphery of the area. Consequently, those giving evacuation warnings should be kept informed of the locations where evacuees may assemble to obtain transportation.

4.11   Animal Control

The Ministry of Agriculture & Lands has the primary responsibility for the control and welfare of large animals during an evacuation. The Emergency Support Services Team in consultation with the Society for the Prevention of Cruelty to Animals (SPCA) will also assist through provision of portable corrals, horse trailers, and volunteers. Hobby farms are not under the authority of the Ministry of Agriculture & Lands or Emergency Support Services.

A large animal population is found collectively in private residences, animal shelters, riding stables, and neighborhoods zoned for farming. A disaster or other emergency may result in the release of these frightened and agitated animals. Such a situation may endanger the public, interfere with fire or rescue operations, and increase public safety, health, and sanitation problems. In addition, many animals may be left in homes and will require food and water.

4.12   Pet Control

Pet owners have primary responsibility for the control and welfare of their pets during and after an evacuation. Pet owners should be prepared to take their pets with them when they evacuate.

Although the ESS Team, in consultation with (i.e. SPCA, Canadian Disaster Animal Rescue Teams (CDART), Noah's Wish) local kennels and veterinarians who volunteer their services, will attempt to accommodate pets, pet owners should pre-arrange shelter with appropriate family and friends wherever possible.

5. RECOVERY PLANNING

The process of recovery refers to any actions taken by an organization or individual following an emergency that will return essential systems (utilities, phones, government administration offices, etc.) to normal levels of service. Effective recovery consists of a complex array of interdependent and coordinated actions and can be divided into two categories:

- **Local Government Recovery** – reconstruction of critical infrastructure and re-establishment of services by a local government (regional and municipal utilities and services, roads, buildings, dikes, etc.); and,
- **Community Recovery** – actions to limit loss, reduce suffering and restore the psycho-social and economic viability of the community.

A successful recovery program begins at the moment the emergency or disaster occurs and should be led by a Recovery Coordinator who is acting on behalf of the Regional District and/or affected municipality.   These governing bodies should lead recovery efforts because it has the broad mandate of community recovery and can generate cooperation between government agencies, organizations, businesses and citizens required for a successful recovery.

The *Emergency Program Act* provides legislative requirements within the *Emergency Program Act* that require local governments develop plans for recovery and to establish priorities for restoring essential services provided by the local government that are interrupted during an emergency or disaster. Community members are also more likely to trust a recovery effort that is led by local government administration than outside organizations or individuals.

5.1   Benefits of Recovery

The key benefits for local authorities engaging in community recovery include:

Reducing human suffering – a well coordinated recovery effort reduces human suffering. A solid recovery effort directly helps citizen return to normal as quickly as possible.

Protect community culture – recovery provides an opportunity for the community's residents to come together to support those citizens most heavily impacted. The entire character of a community can be influenced by how well or how poorly its leaders manage the recovery process. A breakdown in any aspect of recovery can mean the loss of jobs, tax base and key community features that may have taken decades to develop. Success in recovery can man heightened awareness of community identity and a positive future.

Reduce economic losses – success in recovery also means greater market share for new businesses and non-government organizations seeking at home. Recovery can encourage growth in every section of the local economy.

Exchange a sustainable community – properly implemented recovery supports the concept of sustainable and resilient communities. This means that every person, business and or institute is better able to withstand future disasters with enhanced community health overall.

5.2   Successful Recovery Efforts

Successful recovery efforts require a commitment to begin planning for recovery when the emergency or disaster occurs. It also requires leadership from the local government and collaboration between all stakeholders, governments, non-government organizations and volunteers.

The RDCK recognizes the importance of recovery initiatives and has partnered with the Canadian Red Cross to provide recovery support to address the short and long term impacts of an emergency or disaster.

5.3   EOC Role and Functions in Recovery

Recovery operations differ significantly from emergency response as the EOC shifts from supporting sites to supporting recovery efforts. In some instances there may not be a clearly defined separation between response and recovery and the EOC may support response and recovery efforts simultaneously.

Because most events are limited in scope and duration, the Recovery Unit, located within the Planning Section, may directly coordinate recovery efforts with limited additional support. However, if recovery efforts exceed the capacity of the Recovery Unit, the units' Coordinator may request that the EOC broaden its scope to support the recovery efforts described below.

The RDCK EOC will provide support and policy direction as required, will work with the Canadian Red Cross and other partners, and will refer to best practices when developing and implementing recovery plans.

5.4   Service Restoration Priorities

During the response phase consideration will be given to reestablishing essential services and the established priorities will be addressed during the recovery phase as well. The precise order of restoration will depend on the type of emergency, climatic conditions, the local areas involved and will be measured against the BCERMS goals before implementation. However, the following list is provided as a guide:

1. Fire & Rescue Services
2. Water Services
3. Electricity
4. Gas
5. Health Care
6. Police Services
7. Highways
8. Telecommunications
9. Broadcasting
10. Public Transportation
11. Waste Management
12. Social Services
13. Environmental Protection

5.5 Additional Recovery Resources

For more information regarding Community Recovery refer to *Community Disaster Recovery: A Guide for BC Local Authorities and First Nations* as distributed by Emergency Management BC (EMBC).

6. RESPONSE AND RECOVERY EXPENSES

The *Emergency Program Act* and *Compensation and Disaster Financial Assistance Regulation* provides for statutory services that assist local governments with funding for emergencies and disasters. This is administered through Emergency Management BC (EMBC).

The RDCK and its partnering municipalities may receive assistance for eligible emergency response costs and some post-disaster recovery costs expended to repair or restore public works and facilities. In order for the communities to qualify for financial assistance costs must be eligible and must be supported through documentation.

Specific details for financial reimbursement are contained within the *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations.*

6.1   Response Costs

The response phase of emergency management refers to all efforts to save lives, reduce suffering, protect property and all other immediate actions required to reduce threats from emergencies. Response may begin before impact if early information warns of the event and may continue as long as the event is in progress or as long as the threat exists.

All eligible response costs for responding to an emergency are reimbursable through EMBC at one hundred percent (100%). This includes such things as overtime for staff, sand and sandbags and other expenses that can be supported with documentation. If the EOC is unsure whether an expense can be reimbursed or not, clarification should be obtained from the PREOC prior to the expense being incurred.

All response costs will need to be paid for by the RDCK and/or its partnering municipalities and then submitted, with documentation (invoices, receipts, time sheets, etc.) to EMBC for reimbursement.

For more detailed information regarding eligible and ineligible response costs see Section 2 in the *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First* Nations.

6.2   Recovery Costs

Recovery refers to the actions that are taken to return local government infrastructure to pre-disaster condition. Local authority recovery applies to the repair or replacement of uninsurable structures, equipment and materials that are essential to the local authority's functions and operations.

EMBC may assist a local government with eighty percent (80%) of eligible costs associated with recovery on the amount of accepted claim that exceeds $1000 per event. To qualify for such payments the local authority must follow the steps in planning and documentation as outlined in Section 3 of the *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations.*

The *Emergency Program Act* also permits a local authority to support community recovery efforts. Local authorities may qualify for up to eighty percent (80%) of eligible costs include efforts to coordinate local recovery organizations and service providers.

Emergency Program legislation in BC does not provide for any reimbursement for business interruption losses. This includes local authority costs and interrupted revenues that may not be immediately obvious, including lost income from public facilities and lost tax base.

For more detailed information regarding eligible and ineligible recovery costs see Section 3 in the *Financial Assistance for Emergency Response and Recovery Costs: A Guide for BC Local Authorities and First Nations.*