

# Saanich Peninsula Emergency Response and Recovery Plan

## 1.0 Introduction

<b>1.1 Purpose</b>	<p>The purpose of this emergency plan is to help the municipalities of the Saanich Peninsula and local authority representatives save lives, reduce suffering, protect property, mitigate damage to the environment, and control the economic consequences of emergencies and disasters.</p> <p>This Plan address the three Saanich Peninsula municipalities and all respective municipal departments and volunteer services in:</p> <ul style="list-style-type: none"> <li>• District of Central Saanich</li> <li>• District of North Saanich</li> <li>• Town of Sidney</li> </ul>
<b>1.2 Authorities</b>	<p>The three local governments are required under section 6 (2) of the <b>Emergency Program Act</b> (revised 2004) to prepare local emergency plans respecting preparation for, response to, and recovery from emergencies and disasters.</p> <p>Under Section 6 (3) of the Act, the local authorities are also required to establish and maintain emergency management organizations to develop and implement emergency plans and other preparedness, response, and recovery measures.</p> <p>The respective councils are at all times responsible for the coordination of emergency response within their respective boundaries, except when specifically directed otherwise by the Minister of Public Safety and Solicitor General or the Lieutenant Governor in Council under a provincial declaration of emergency.</p>
<b>1.3 Key Definitions</b>	<p>In this Plan:</p> <p style="padding-left: 40px;">An <b>Emergency</b> means a present or imminent event or circumstance that is caused by accident, fire, explosion, technical failure or by the forces of nature, and requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;</p>

	<p>A <b>Disaster</b> means a calamity that is caused by accident, fire, explosion or technical failure or by the forces of nature, and has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property.</p> <p><b>Local Authority</b> means the council for a municipality.</p>																
<p><b>1.4 Plan Description</b></p>	<p>This <i>Emergency Response and Recovery Plan</i> provides information and guidance for use by members of any and all of the Emergency Operations Centres (EOCs) that may be activated to coordinate response to and recovery from a major emergency or disaster on the Saanich Peninsula.</p> <p>The <i>Emergency Response and Recovery Plan</i> (referred to in this document as "The Plan" or the "ERRP") follows the guidelines of the British Columbia Emergency Response Management System (BCERMS) Site Support Coordination Level standard for response and recovery.</p> <p>The Plan begins with eight descriptive sections as follows:</p> <table border="1" data-bbox="477 856 1446 1759"> <tr> <td data-bbox="477 856 857 982">1. Introduction</td> <td data-bbox="857 856 1446 982">Information about the Emergency Response and Recovery Plan, and how it fits with the overall emergency program</td> </tr> <tr> <td data-bbox="477 982 857 1066">2. Concept of Operations</td> <td data-bbox="857 982 1446 1066">Information on how an EOC works, including decision-making and operations</td> </tr> <tr> <td data-bbox="477 1066 857 1224">3. Site and Site Support Operations</td> <td data-bbox="857 1066 1446 1224">Summary of the organization and activities expected at the site of emergency response. Includes details on the organization and activities of an EOC.</td> </tr> <tr> <td data-bbox="477 1224 857 1381">4. District of Central Saanich EOC</td> <td data-bbox="857 1224 1446 1381">A brief description of the facilities, layout, and equipment available for use as an Emergency Operation Centre and other site support functions for Central Saanich.</td> </tr> <tr> <td data-bbox="477 1381 857 1465">5. District of North Saanich EOC</td> <td data-bbox="857 1381 1446 1465">Summary of the EOC facilities, layout, equipment and staffing for North Saanich</td> </tr> <tr> <td data-bbox="477 1465 857 1549">6. Town of Sidney EOC</td> <td data-bbox="857 1465 1446 1549">Description of the EOC facilities, layout, staffing and activation for Sidney</td> </tr> <tr> <td data-bbox="477 1549 857 1633">7. Community Disaster Recovery</td> <td data-bbox="857 1549 1446 1633">Overview of local authority support for community recovery following a disaster</td> </tr> <tr> <td data-bbox="477 1633 857 1759">8. Financial Assistance</td> <td data-bbox="857 1633 1446 1759">Summary of steps in securing financial assistance for response and recovery costs</td> </tr> </table> <p>The Plan also contains eight sets of <b>EOC checklists</b> for staff required to carry out response and recovery functions in any of the Emergency Operations Centres for the three local authorities.</p>	1. Introduction	Information about the Emergency Response and Recovery Plan, and how it fits with the overall emergency program	2. Concept of Operations	Information on how an EOC works, including decision-making and operations	3. Site and Site Support Operations	Summary of the organization and activities expected at the site of emergency response. Includes details on the organization and activities of an EOC.	4. District of Central Saanich EOC	A brief description of the facilities, layout, and equipment available for use as an Emergency Operation Centre and other site support functions for Central Saanich.	5. District of North Saanich EOC	Summary of the EOC facilities, layout, equipment and staffing for North Saanich	6. Town of Sidney EOC	Description of the EOC facilities, layout, staffing and activation for Sidney	7. Community Disaster Recovery	Overview of local authority support for community recovery following a disaster	8. Financial Assistance	Summary of steps in securing financial assistance for response and recovery costs
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	<p>Behind specific tabs, the Plan includes <b>hazard-specific plans</b> containing response and recovery actions, such as earthquake or hazardous materials.</p> <p>At the back of the Plan, the user will find a series of <b>annexes</b> with background and reference information, including forms to assist EOC personnel with planning, decision-making, and implementation.</p>
<p><b>1.5 Scope</b></p>	<p>The plan is intended for implementation only within the jurisdictional boundaries of the Saanich Peninsula municipalities.</p> <p>The EOC guided by this Plan provides <u>site support only</u>, and does not directly control response activities where there is an Incident Commander. If there is no single site and no Incident Commander, the Plan serves in coordinating response and recovery activities throughout the area.</p> <p>This Plan does not address emergencies that are normally handled at the scene by first responder departments. Municipal departments in all municipalities are expected to maintain response plans that coincide with provisions of this Plan.</p>
<p><b>1.6 Responsibility for the Plan</b></p>	<p>Responsibility for keeping this <i>Emergency Response and Recovery Plan</i> is shared among three Emergency Program Coordinators. Primary EOC members are responsible for maintaining their own checklists. The Emergency Program Coordinators are authorized to ensure all agencies and organizations keep the Plan up to date.</p> <p>In addition, Emergency Program Coordinator responsibilities include:</p> <ul style="list-style-type: none"> <li>• Assembling all comments and overseeing document revision.</li> <li>• Notifying all plan holders of any changes and providing revised pages or electronic files of the Plan.</li> <li>• Keeping the council and staff informed on the status of the Emergency Response and Recovery Plan.</li> </ul>