

RM TOC Emergency Response Plan 2026



**Rural Municipality of Dufferin
and Town of Carman**



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INTRODUCTION

SCOPE

The purpose of this Emergency Plan is to provide for a prompt and coordinated response to emergencies or disasters affecting our community.

This Emergency Plan does not apply to those day-to-day situations that are dealt with by Emergency First Responders.

Planning, in relation to an emergency situation, may be defined as the process of anticipating the need for the application of resources and manpower plus determining the methods of obtaining and applying these resources at the right time to achieve stated aims.

GOAL

The goal of the Emergency Plan is to provide the earliest possible coordinated response in order that the following objectives are assured:

1. Prevent or limit the loss of life,
2. Prevent or limit the loss of property,
3. Prevent or limit the damage to the environment,
4. The restoration of essential services.

RESPONSIBILITY

The responsibility for the health and welfare of its citizens rests with the elected officials of our community. Every Community must be prepared to meet the threat that may arise from emergencies or disasters.

The Emergency Plan does not override the responsibility of emergency services (RCMP, Fire, and EMS) to take warranted extraordinary action within their scope of responsibility in the event of an emergent situation for the safety and wellbeing of the community.

Each individual has a responsibility to have in place an individual or family plan to deal with a community crisis. The preparation of the Emergency Plan should encourage individuals and families to prepare their own plan, and the role of local government is to support these efforts through the distribution of information and educational opportunities.

RESOLUTION

Section 8(1)(d) of *The Emergency Measures Act* states that every local authority “shall prepare and adopt emergency preparedness programs and emergency plans and submit them to the coordinator for approval and co-ordination with other emergency preparedness programs and emergency plans.”

RM of Dufferin Resolution _____

Town of Carman Resolution _____

DEFINITIONS

Council	shall mean a majority of the whole number of members required to constitute the Council of the municipality, as established in accordance with Division II of The Municipal Act.
Emergency	shall mean a present or imminent situation or condition that requires prompt action to prevent or limit the loss of life, property or damage the environment.
Municipal Emergency Coordinator	shall mean that person appointed by resolution of the Council as the Emergency Coordinator for the municipality.
Emergency Control Group	shall mean the mayor, members of council and Chief Administrative Officer who are responsible for the policy development and control of emergency operations.
Emergency Operations Center	shall mean that location defined in the Emergency Plan as the overall command center for emergency operations.
Emergency Services	shall mean Police, Fire, EMS, Public Works and other public services provided by or on behalf of the municipality.
Information Center	shall mean locations for speedy gathering and transmittal of information. In the case of a major disaster, the Information Center shall include political and official representation at a senior level. It should be located at the Emergency Operations Center.

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Incident Commander	shall mean the person designated by the appropriate authority to provide the control and coordination of the on-site emergency response team
Inner Perimeter	shall mean an area designated to enclose the actual emergency site and will include the first-aid station and casualty clearing station.
Liaison Officer	shall mean a person assigned to the Incident Commander, to liaise with other supporting agencies at the Emergency Site and liaise with the EOC.
On Site Command	shall mean the on-site command center at the scene of a disaster.
Outer Perimeter	shall mean an area designated to enclose the emergency area and completely encircle it. This area will include the inner perimeter and leave ample area for setting up emergency centers and rescue operations. The outer perimeter is also used as a control measure between Emergency Operations Center and the On Site Emergency Command Center where all coordinated emergency response are taken.
Emergency Management Advisor (EMA)	shall mean the officers of the EMO that are assigned to a specific region of the Province to provide advice and assistance to the municipalities in that region regarding all aspects of emergency management.
Registration & Inquiry	shall mean the location(s) for the registration of people affected by the emergency and for the distribution of information about their whereabouts.

ACRONYMS

ANA	Aboriginal and Northern Affairs (Provincial)
ARES	Amateur Radio Emergency Service
CAO	Chief Administrative Officer
DART	Disaster Animal Response Team
DFA	Disaster Financial Assistance
EOC	Emergency Operations Centre
ECC	Emergency Coordination Centre
ECG	Emergency Control Group
EMA	Emergency Management Advisor
EMCC	Emergency Mobile Command Centre (Provincial)
EMO	Manitoba Emergency Measures Organizations (Provincial)
EMS	Emergency Medical Services
EPO	Emergency Prevention Order
FEMA	Federal Emergency Management Agency (U.S.)
HC	Health Canada (Federal)
IC	Incident Commander
ICS	Incident Command System
INAC	Indian and Northern Affairs Canada (Federal)
JEPP	Joint Emergency Preparedness Program
MAFRI	Manitoba Agriculture, Food and Rural Initiatives (Provincial)
MEC	Municipal Emergency Coordinator
MECC	Manitoba Emergency Coordination Centre
MHHL	Manitoba Health and Healthy Living (Provincial)
MIT	Manitoba Infrastructure and Technology (Provincial)
MOU	Memorandum of Understanding
NGO	Non-Governmental Organization
ODM	Manitoba Health Office of Disaster Management (Provincial)
OFC	Office of the Fire Commissioner (Provincial)
PAS	Personnel Accountability System

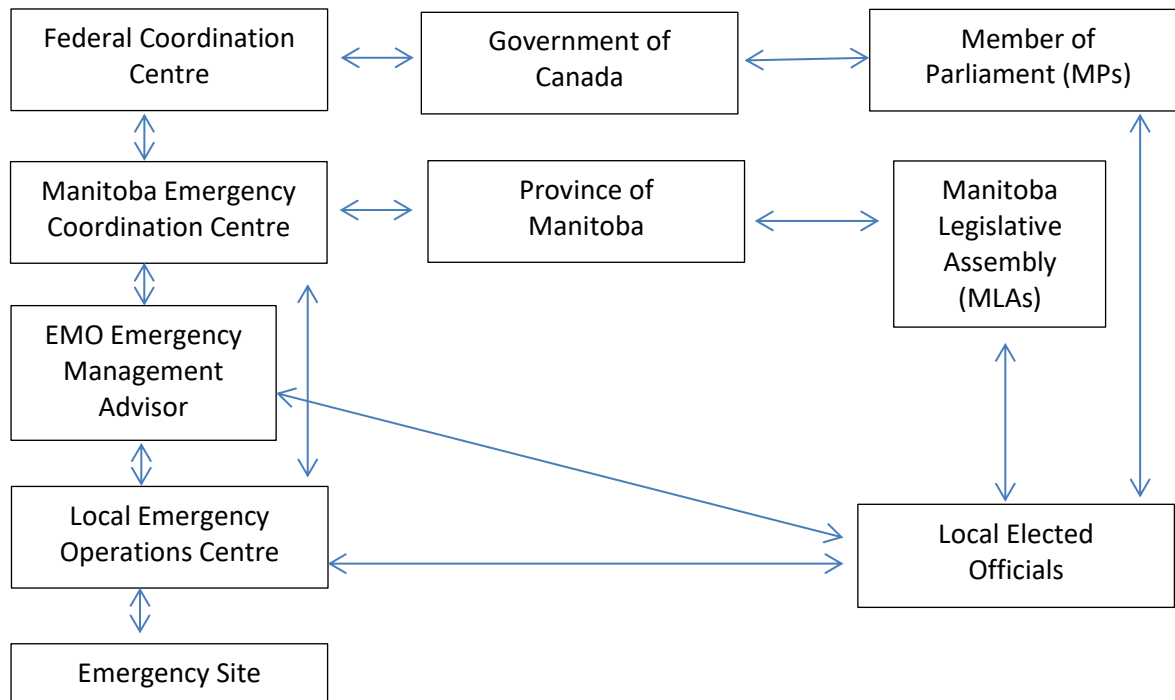
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PHAC	Public Health Agency of Canada (Federal)
PIO	Public Information Officer
PS Canada	Public Safety Canada (Federal)
RCMP	Royal Canadian Mounted Police
RHA	Regional Health Authority
RM	Rural Municipality
SOLE	State of Local Emergency
WSD	Manitoba Water Stewardship (Provincial)

ORGANIZATIONAL STRUCTURE

Communication Structure outside the EOC

Communication Structure During the Emergency



This diagram depicts the general flow of communication between different bodies. It does not reflect a reporting relationship between the different bodies.

Note: Because there are several lines of communication between the local EOC, Elected Officials, and EMO, it is imperative that all information is also directed through the local EOC and the EMO Emergency Management Advisor (EMA).

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Local Authority

The local authority (elected officials) will communicate with five key groups during an emergency: the municipal EOC, EMO, political bodies, the public, and the media.

Group	Purpose of Communication
Local EOC	To make legal, financial, and strategic decisions to support emergency operations and the well-being of the municipality
EMO – Emergency Management Advisor (EMA)	For guidance on declarations and resolutions
Other political bodies (municipal, provincial, federal)	To act as a buffer between other political bodies and EOC
Public and Media	In partnership with the EOC, to communicate emergency information and instructions (Media releases/messages regarding emergency operations should be confirmed with EOC)

Any requests for information from the Emergency Site should go through the municipal EOC.

Municipal EOC

The Municipal EOC will communicate with six key groups during an emergency: site responders, EMO, other responding organizations, the local authority, the public, and the media.

Group	Purpose of Communication
Site Responders	To provide support to the site through resources and services. To ensure coordination between site activities and activities happening outside the site.
EMO – Emergency Management Advisor (EMA)	For advice regarding all aspects of emergency management. To request assistance from the provincial or federal governments. To report emergency management actions, such as declarations and evacuations.
Other Responding Organizations	To ensure coordination between response activities. To request or offer response support.
Local Authority	For direction/decisions on legal, financial, and strategic issues necessary to support emergency operations and the well-being of the municipality.
Public and Media	In partnership with the local authority, to communicate emergency information and instructions. (Media releases/messages should be approved by local authority)

Emergency Site

Initial emergency response personnel, acting in good faith, may take such action(s) as may be required to protect lives, property, and the environment in the municipality, until a higher command authority is established.

Division of Responsibility

- The Incident Commander (IC) shall, on behalf of the local authority, coordinate and direct all emergency services, support services, and volunteers working in the designated emergency zone.
- The local EOC will manage the remainder of the municipality and provide support to the Site.

Requests for Resources and Services

- As soon as an EOC is functional, the Incident Commander must direct all requests for resources and services through the EOC.

Communication between Site and EOC

- The Site and EOC must communicate updated information and requests for resources and services through identified personnel (incident commander, liaison officer, EOC manager, etc.)
- The Site and EOC must communicate at regular intervals and at significant points in the response.

Site Security

- The Site is responsible for setting up and managing security at the site. This will include establishing a Personal Accountability System (PAS).
- Authorized individuals seeking access to the site will need to provide acceptable identification / personal accountability tag and register with Security.

Media Relations

- The media will frequently attend both the site and the EOC. Personnel at each location must be assigned to work with the media. The Site Media Officer and the EOC Public Information Officer must remain in close contact to ensure consistent messages are communicated.

EMERGENCY OPERATIONS CENTER MANAGEMENT TEAM

The Emergency Operations Center Management Team will direct and control the response to the emergency. The team will be responsible for providing essential services and resources to the community and to the Emergency Site Team. The EOC team may consist of the following positions

- Municipal Emergency Coordinator / EOC Manager
- Public Information Officer
- Security Coordinator
- Communications Coordinator
- Social Services Coordinator
- Facility Coordinator
- Public Works Coordinator
- Transportation Coordinator
- Volunteer Coordinator
- RCMP/Police Representative
- Fire Representative
- EMS Representative

It is recommended that the Mayor, Reeve, Council, or other elected officials only be involved outside of the EOC.

It is recommended that the MEC be the manager of the EOC.

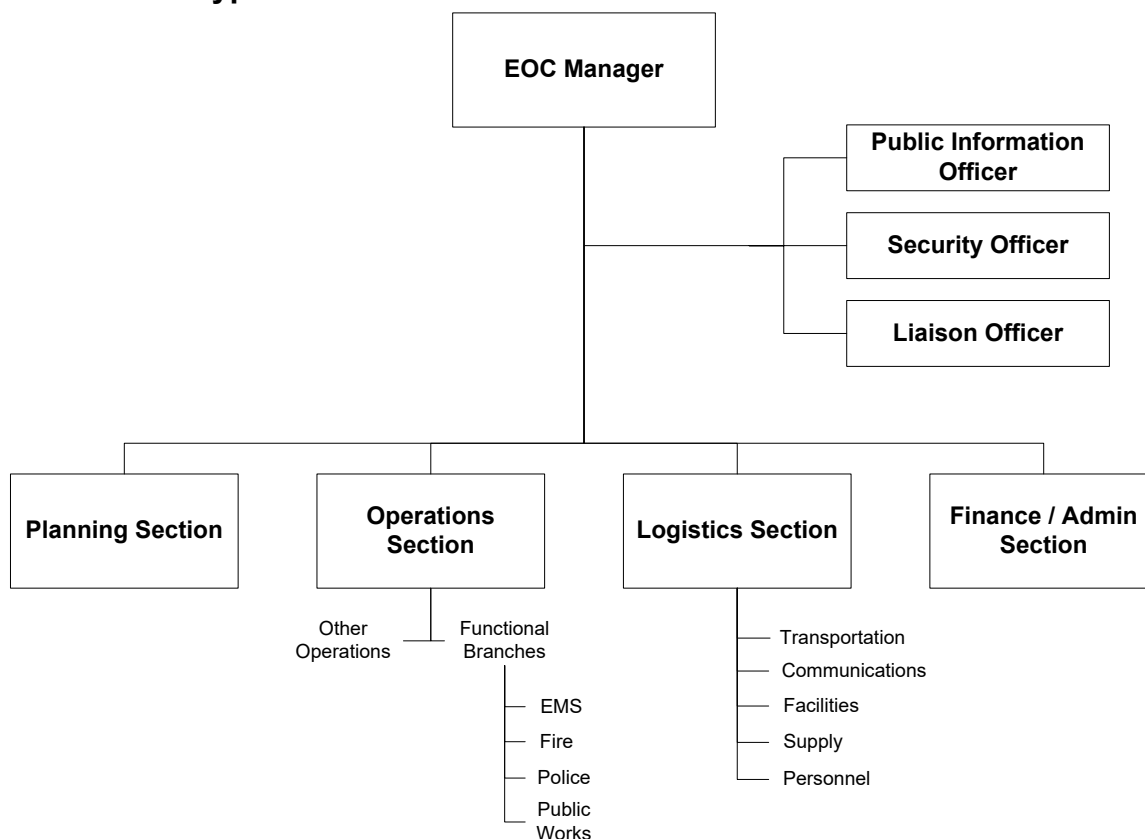
EOC STRUCTURES

Different structures may be used to organize personnel in the EOC. The following diagrams are examples of two commonly used structures.

EOC personnel should be trained to function within their EOC structure in advance of an event.

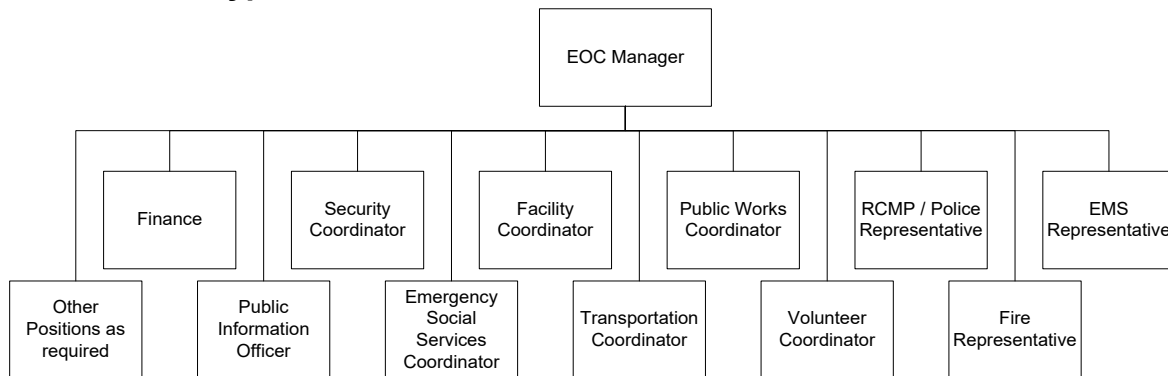
MECs that have coordinator exchange agreements with other municipalities should be familiar with both structures so they can function in any EOC.

ICS – Type Structure



This is an example of an incident command system (ICS) – type of structure that could be used in an EOC. Below the section headings are examples of functions that might be within those sections. Refer to ICS documents and training materials for complete explanation of functions that fall under each section.

ESM – Type Structure



This is an example of an emergency site management (ESM)-type of structure that could be used in an EOC. Refer to ESM documents and training materials for a complete explanation of this structure.

DUTIES & RESPONSIBILITIES of Personnel

The following section lists the primary responsibilities of personnel filling the positions below during an emergency response.

Note:

- Personnel may need to fill multiple positions based on the size of the event and the number of staff available.
- Some positions may only be needed during part of an event.
- All positions may not be filled during each event.

MAYOR/REEVE, COUNCIL OR ELECTED OFFICIAL

- ☐ Implementing the emergency plan in whole or in part.
- ☐ The council or, where the local authority is unable to assemble a quorum on a timely basis, the Mayor/Reeve is responsible for the Declaration of a State of Local Emergency.
- ☐ The council is responsible for issuing an Emergency Prevention Order.
- ☐ Are responsible for the termination of an Emergency Prevention Order or State of Local Emergency.
- ☐ Notifying Manitoba Emergency Measures Organization that an Emergency Prevention Order or State of Local Emergency has been declared.
- ☐ The authorization of media releases.
- ☐ Ultimate decision maker.
- ☐ Log all actions and decisions.
- ☐ In larger events, they may choose to appoint/approve the Incident Commander.

LOG ALL ACTIONS & DECISIONS

TIME	From/To	DETAILS	Follow Up Action

MUNICIPAL EMERGENCY COORDINATOR (MEC) / EOC MANAGER

- ☐ Coordinate the Emergency Operations Center Management Team's activities.
- ☐ Keep the Council and/or Mayor informed of developments as they occur.
- ☐ Request peacetime emergency mutual aid agreement resources.
- ☐ Review media releases.
- ☐ Log all actions and decisions.
- ☐ Requesting a full report of all emergency operations activities from all responding municipal agencies.

MEC ONLY

- ☐ Activate the municipal Emergency Operation Center
- ☐ Coordinate the emergency response.
- ☐ Initiates call out of the Emergency Operation Management Team
- ☐ Implementing the emergency plan in whole or in part.
- ☐ Advising Council and/or Mayor on declaring a Prevention Order or State of Local Emergency.
- ☐ Prepare post-emergency reports.
- ☐ Shall ensure amendments to the emergency plan are made.
- ☐ May act as EOC Manager or designate a EOC Manager for EOC.

LOG ALL ACTIONS & DECISIONS

TIME	From/To	DETAILS	Follow Up Action

PUBLIC INFORMATION OFFICER (PIO)

- ☐ Develop timely media releases concerning the emergency for release to radio stations, television and newspapers, pending approval from the CAO and/or the Elected Officials.
- ☐ Deliver media briefings or brief the community's official spokesperson.
- ☐ Establish media facilities.
- ☐ Monitor the media for possible errors being reported about the emergency.
- ☐ Establish a means of informing evacuees of the activities undertaken in their community.
- ☐ Maintain a media resources list.
- ☐ Log all actions and decisions.
- ☐ Ensure coordination of media relations between Site and EOC

LOG ALL ACTIONS & DECISIONS

TIME	From/To	DETAILS	Follow Up Action

- ## LOG ALL ACTIONS & DECISIONS

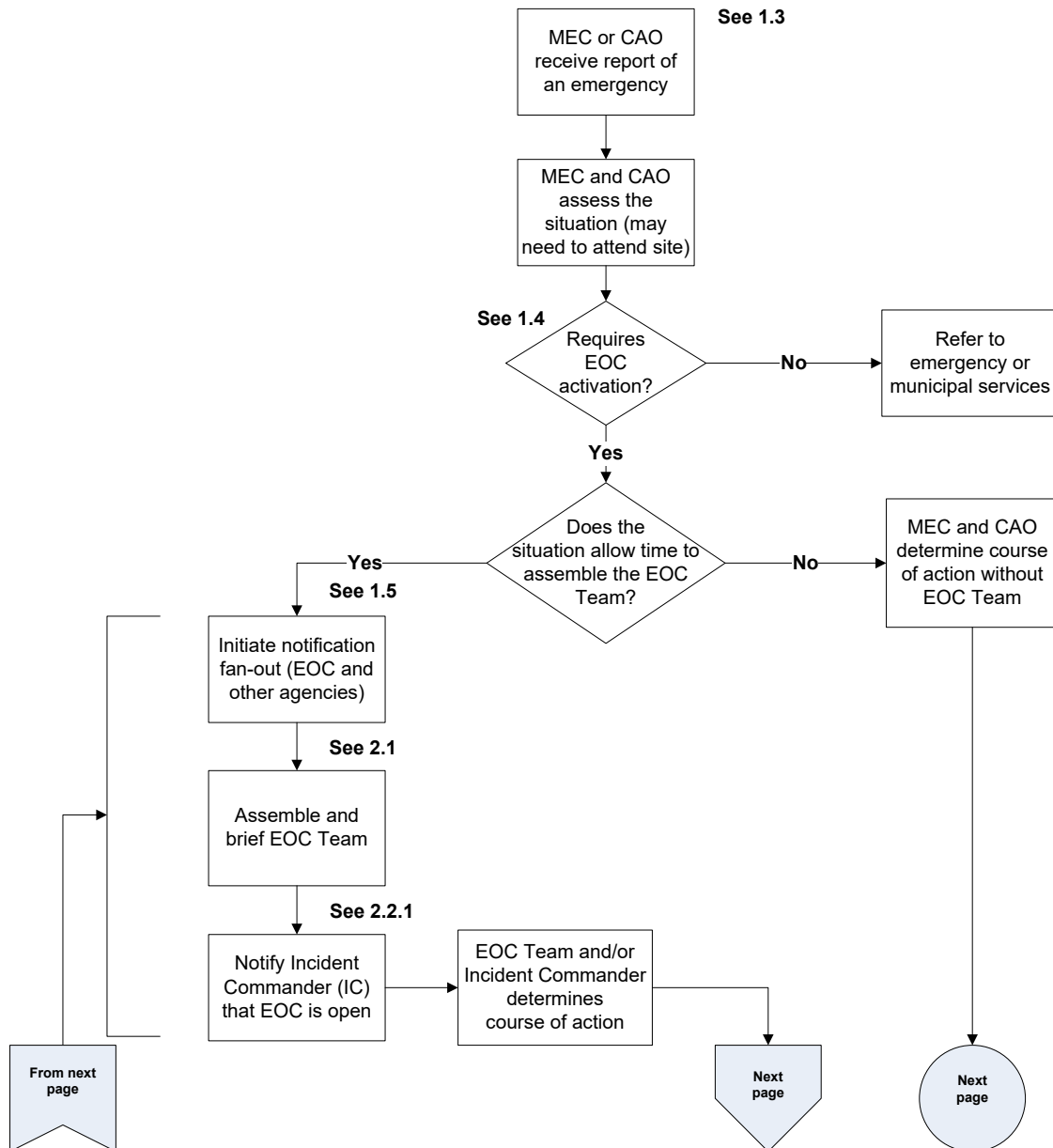
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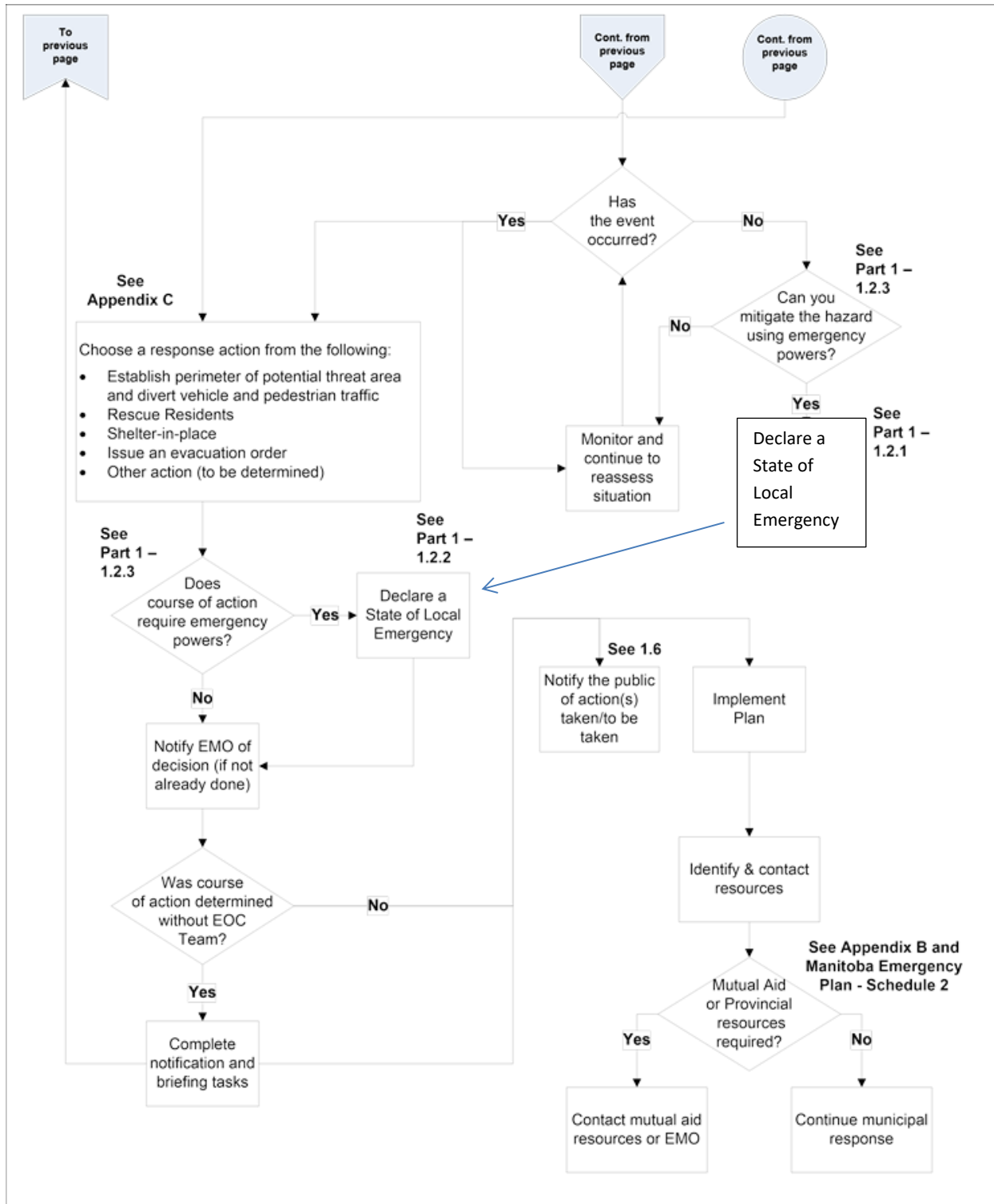
OPERATIONAL EMERGENCY PLAN

ALERTING AND INITIAL ACTION

Alerting Flowchart



Initial Action Flowchart



NOTIFYING THE MEC / EMT OF AN EMERGENCY

Any initial responders or municipal employee attending any event which constitutes a danger of major proportions to life and property will immediately notify the Municipal Emergency Coordinator (MEC) or any member of the EMT.

It is recommended that responders err on the side of caution and notify the MEC or EMT or CAO of any event that appears to be more than a routine emergency.

Responding agencies can notify the Municipality by calling the following #'s:	Melissa Cruickshank – MEC Cell# 204-894-8782 melissa@townofcarman.com
Town of Carman 204-745-2443 RM of Dufferin 204-745-2301	Trish Middleton – ESS cell # 204-745-8248

The D/MEC or CAO may also receive notification of an event from municipal residents.

DECISION TO ACTIVATE THE EOC / EMERGENCY PLAN

The Emergency Plan may be used without declaring a State of Local Emergency. The MEP is there for the use of any municipal department or RCMP.

Use of the MEP does not require the permission of elected officials, MEC or anyone else.

Activation of the EOC will be initiated by the MEC. The Local authority may request EOC activation and will normally request the MEC to make it happen.

The MEC may activate the EMT in anticipation of an event escalating.

Implementation may be based on, but not limited to the following criteria:

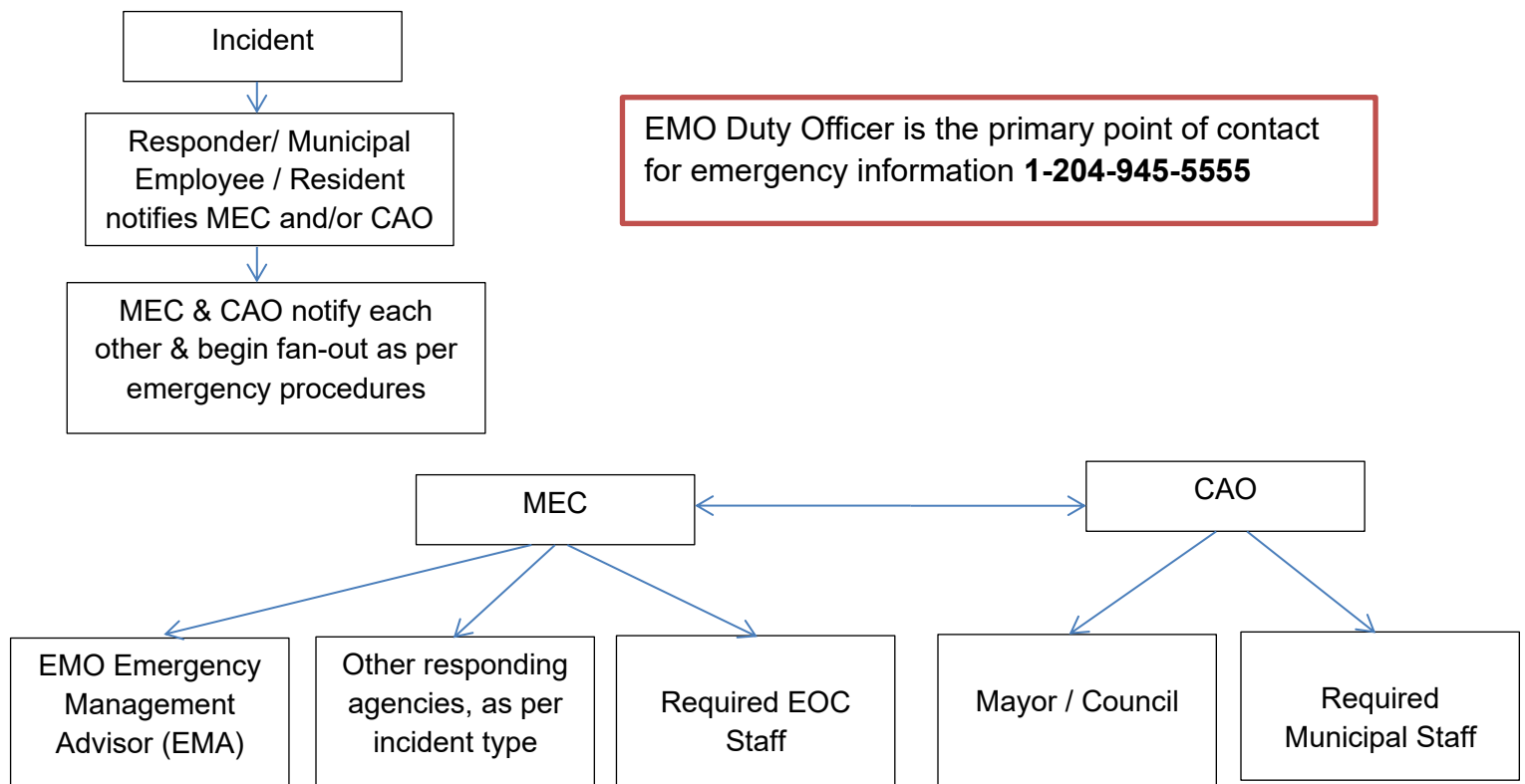
- In anticipation of a municipal or town event
- A provincial state of emergency is/will be declared (declared by Province)
- Resource needs are beyond local capabilities
- Situation affects ability to manage municipality
- The emergency is of a long duration
- Multiple agencies or jurisdictions are involved
- Neighboring municipalities have an event and/or mutual aid may be required
- Unique or emerging problems(s) may require policy decisions

INITIATING FAN-OUT

Initiate a fan-out from your call list. This may include your EOC Team, Elected Officials, Manitoba EMO, RCMP, Non-government organization, etc.

Note: In any emergency, call Manitoba Emergency Measures Organization at 1-204-945-5555, which in turn, notify provincial departments and/or federal departments.

The diagram below is a general model of the emergency fan-out.



ACTIVATING THE EMERGENCY OPERATIONS CENTRE

The following sections explain how to open and prepare the physical components of the EOC.

Opening the EOC

- The Primary EOC is located at the Carman Memorial Hall, basement meeting room. The alternate location is on the main floor of the Memorial Hall.
 - 12 – 2nd Avenue S.W., Carman
 - MEC has access to the Memorial Hall as do all full time staff from both municipal offices

Establishing Communications Systems

EOC Telephone: EOC in the Carman Memorial Hall Basement Meeting Room does not have a land line telephone communication. The MEC will use their cell phone. However, there is land line telephone communications (3) located in the following rooms in the Memorial Hall basement:

Room 012 – Emergency Coordinator's Office Ext 243

Room 013 – Community Office Room Ext 244

Room 014 – Community Office Room Ext 245

There is a need to provide the Incident Commander with a non-public phone number to enable direct contact between the ICP and EOC, but that number has not been established. Cell phone communication, use of LOs and runners will be used as a stop gap if necessary. BELL MTS # 1-800-883-2054 Directory Assistance # 411

The internet communication lines are located in the drop-down ceiling of the Memorial Hall Basement Meeting Room.

If resources permit, use of ARES on a separate radio net between ICP and EOC is recommended. Resources required will be one ARES operator at each end of the link, equipped with appropriate VHF Radios. The ARES room is located in the basement of the Memorial Hall in the back south room through the kitchen.

Establish contact with regional Amateur Radio Emergency Service (ARES).

Contact Bill Boskwick h - 204-436-3523 c - 204-249-0303 retiredcele@gmail.com
and/or Gord Snarr h - 204-746-2743 c - 204-781-1913

Establish communication with MB EMO Emergency Management Advisor (EMA)
Rob Debreuil cell 1-431-337-7371 EMO Duty Officer 1-204-945-5555

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Public Communication (PIO responsibility)

Prepare to issue an initial statement that will be used to brief elected officials and serve as a basis for a press release if needed.

Daily updated of the Web Page and Twitter/Facebook account are essential – this is communicated through:

Brandi Martin: 204-291-1113 info@townofcarman.com or

Karine Keith: 204-223-5170 office@rmofdufferin.com or

Sheena Nakonechny: 204-791-7454 sheena@townofcarman.com

- Publicize the Municipal Public Inquiry Line to residents and the media if available.
- Evacuees will be able to get update information at the Reception Center which is located at the Carman Community Hall.

Logistics

Assembling Equipment, Supplies and Materials

Refer to Appendix E for a list of equipment, supplies, and material need to run the EOC, the location of the supplies are in the Emergency Coordinator's Office Room 012. If restocking is necessary, supplies may be purchased locally at: Toews Printing 204-745-2431 or The Prices Rite 204-745-3439

Inventory	Location	Restocking
-	-	-
-	-	-
-	-	-

Using Emergency Power (Back-up)

This may or may not be required, depending on the incident and impact on MB Hydro.

The contact person to initiate the back-up power is:

TOC Superintendent Joe Richardson	Work Cell # 204-745-8266	Home # 204-745-6919	Cell # 204-745-7661
Alt: TOC Foreman Curtis Kippen	Work Cell # 204-750-1816		Cell # 204-745-0259

Generators – Memorial Hall – on site, R.M. Shop – on site, Carman Dufferin Fire Hall – on site and Carman Community Hall.

Primary Back-up Power Location: Generators at Carman Public Works Shed for the following locations: Carman Dufferin Arena

Fuel type: Diesel for Tractors 120 HP Tractor minimum

Tractor locations at: Greenland Equipment- Emerg. #'s 204-745-7354 / 204-745-7055 & at Brett Takvam's Cell # 204-745-0173

Size of Generator: Tractor PTO to Transfer Switch PTO-1000, PTO-540, Welder

Generators are available for use – TOC & RM

Staffing the EOC

- Determine which EOC staff functions are required, keeping in mind that the EOC must have the ability to expand or contract as the emergency unfolds.
 - The overall functions within the EOC will consist of Planning, Logistics, Operations, Administration/Finance, which will be performed by various EOC staff as directed by the MEC.
- Determine when the EOC will be open each day.
 - When the requests for action are most frequent? (Daytime, Eve., Night)
 - Is there someone on-call when the EOC is not open?
- Determine the number of shifts per day, considering the following:
 - Duration of the event
 - Number of staff available
- Schedule shifts so that they overlap by an hour to ensure time for essential information to be passed between changing personnel.
- If necessary, include a respite plan and you must determine what your staffing shifts will be i.e. 8 hrs vs 12 hrs. Then identify individuals to act as alternates.
- If your municipality is part of a Municipal Emergency Coordinator (MEC) Exchange Program, access this program to request relief for your MEC.

The EOC will be staffed on a 24/7 basis UNLESS OTHERWISE ADVISED, with personnel as determined by the MEC or EOC Manager. This will be incident driven.

Shifts will be established early on in an event and will typically cover a 12-hour period.

Shift changes will overlap by an hour to enable briefings between incoming and outgoing personnel.

All staff must sign in/out at the beginning and end of their shifts. This is important for Worker's Compensation, EOC security, reviewing actions/decisions in the after-incident report, and for potential legal inquiries. Forms are on Page 91.

DAILY ACTIVITIES DURING THE EMERGENCY

Daily Schedule

- Create a schedule of daily events.
- Daily events will include briefings, media releases, situation reports, planning meeting etc.
- Establishing set times for these events
 - Allows other agencies to schedule their own activities to correspond with the local schedule.
 - May reduce the number of requests for information between scheduled events, and
 - May lower expectations of receiving information between scheduled events.
- You may need to develop new schedules as the event progresses and your operational periods change.

Example Schedule:

TIME	PERSONNEL REQUIRED	DESCRIPTION
0900 hrs	All EOC Staff	Update on past 24 hrs Set objectives for operational period
1000 hrs	PIO, Media	Updated news release
1800 hrs	All EOC Staff	Wrap-Up Staff Briefing

Operations Cycle

The MEC will hold update meetings in the EOC, all EOC personnel on duty will attend. These meetings will vary in timing and are incident driven. The protocol for these OPS CYCLE BRIEFINGS is as follows:

- Personnel will stop what they are doing and gather around the MEC Situation Map. Always take the same position at this table.
- No cell phones or radios allowed at these briefings.
- MEC will outline big picture and ask for individual updates around the table. Each person will report:
 - What was accomplished since last Briefing.
 - What resources needed to meet new objective.
 - Any outstanding issues and what is required to resolve them
- MEC will then identify objectives to be met during next OPS Cycle.
- MEC will go around the table for quick Q & A, and then end the briefing.
- PIO / Scribe will record highlights of these briefings and format them into media releases / update bulletins for MEC review.

Communication with the EMERGENCY SITE

Use of VHF radios or land line phones are the preferred means of communications; however cell phones may also be serviceable.

Ideally, the Fire Chief and/or Senior RCMP member will assign one of their own to the EOC as liaisons.

EOC personnel do not normally attend the Emergency Site.

The Emergency Site is responsible for setting up and managing its own security and will only allow access to authorized personnel.

Attending the EMERGENCY SITE

EOC personnel may need to attend the Emergency Site to provide support to the response and to affected residents.

The Emergency Site is responsible for setting up and managing its own security and will only allow access to authorized personnel.

COMMUNICATING WITH EMO

Communicate the following decisions to EMO as soon as possible:

1. Declaration of a State of Local Emergency (SOLE)
2. Evacuations
3. Anticipated resource needs,
4. Anticipated or occurring issues, and
5. Impacts on the community

Providing information about the impact of the event on the community will assist the provincial government in making policy decisions to support community recovery.

See Fan Out Chart Page 37

DOCUMENTING THE EVENT

Document all activities, calls and decisions made during the event. This helps in:

- Sharing information during each shift and between shifts
- Making recovery decisions
- Improving processes through after-incident reviews
- Applying for Disaster Financial Assistance (DFA)
- Defending actions taken during the response

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Maintaining statistics on a variety of topics will allow you to:

- Answer many questions from the other agencies & the media during event
- Prepare you to submit preliminary Community Impact Assessment (CIAs) to Disaster Financial Assistance (DFA)

The EOC must maintain statistics from the beginning of the event on the following:

Human Impacts

Number of people injured or dead (may need to obtain from Regional Health Authority)

Number of people evacuated/ordered to shelter-in-place, etc.

Number of homes evacuated/damaged (with addresses, if possible)

Structural Impacts

For homes, farm operations, and businesses:

- Minor Damage – Major Damage - Destroyed

Damage to Public Buildings & to Municipal infrastructure

Costs \$ (estimates at this time)

Response Costs – \$

Damage Costs – \$

Each desk and position must maintain statistics on the above points and any other impacts to the community. Running statistics will be handed to the Scribe and MEC as the event unfolds. Compiled statistics will be handed in daily CST 0800hrs to the Scribe and MEC for compiling in an event binder.

RECORD KEEPING PROCEDURES

Example below:

Record Type	Recording Procedures	Location Stored	Person(s) Responsible
EOC Daily Log	- Part of workstation activity log	- Put in position binder (most recent at front)	- Maintained by each position - Passed to replacement at shift change for review
Residential Damages			-

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Media Notifications	- Media notifications	- Put in position binder (most recent at front)	- Who reviews & signs off on the content
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Record Keeping Form

Note: Records should be numbered & dated for easy reference.

Record Type	Recording Procedures	Location Stored	Person(s) Responsible
			-
			-
			-
			-
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			-
			-

Manitoba EMO requires information to determine the impacts on your community. This is necessary to evaluate the immediate assistance that might be required, to ensure your impacts are included in the broader assessment of damages, and to begin evaluating the possibility of Disaster Financial Assistance (DFA).

Community Impact Assessment (CIA) & Disaster Financial Assistance (DFA)

Submit a Community Impact Assessment (CIA) as soon as information is available. This form is available on the EMO website: <https://www.gov.mb.ca/emo/dfa/cia.html> & located below.

A CIA is critical to determining if a DFA program will be established and should be prepared accurately and submitted as soon as possible.



Complete a CIA as soon as you are confident about the accuracy of your information. The CIA will be more accurate if it is done shortly after an event. The longer you wait, the harder it is to re-construct what has happened.

Remember, the CIA is only a preliminary assessment of damages. It can be modified or updated, and it will certainly become more detailed once you've had a chance to carefully inspect damages.

Within 30 days of a disaster event, submit a Council Resolution requesting assistance. A Council Resolution should include a detailed Community Impact Assessment if one has not already been submitted.

CIA(s) are reviewed to determine if eligible costs arising from the specific disaster event would result in an unreasonable financial burden to the community.

If the criteria of widespread damage and unreasonable financial burden are met then a DFA Program may be approved and all local authorities will be notified about this decision.

In order to verify your claim, you need to provide documentation describing what happened, what actions were taken and invoice for expenses incurred. Separate files and accounting records of operating and maintenance expenditures during the emergency event are coded as the following:

EXPENDITURE CODING

State of Emergency Response # 1-10-30-300-590-59-001

State of Emergency Recovery # 1-10-30-300-590-59-002

.

Community Impact Assessment Form



cia.pdf



MAINTAINING CRITICAL MUNICIPAL SERVICES

The EOC is responsible for developing operational plans to maintain or discontinue municipal services during an emergency.

If response actions threaten the local authority's ability to provide a service, the EOC will develop plans to:

- Continue to provide the service in full
- Provide the service in a modified form that requires fewer resources, or
- Discontinue the service and redirect resources to more critical services.

The EOC will then forward these plans to the Emergency Control Group who will make any necessary revisions, approve the plans, and return them to the EOC. The EOC will then coordinate the implementation of the plans.

Decisions to continue, modify, or suspend municipal services will be based on priority lists.

Water is a key municipal service - during an emergency situation, power must be available to the TOC WTP & RM Pump Station. Generators must be kept full of fuel prior to an emergency and fuel must be readily available during the emergency. A precautionary Boil Water Advisory may have to be put in place as well.

PUBLIC COMMUNICATIONS/MEDIA

Identifying Media Relations Positions at Site and EOC

At the emergency site, an individual may be assigned as the Site Media Officer who will work in consultation with the Public Information Officer at the EOC to ensure the message is consistent.

The Site Media Officer and PIO will also identify spokespersons to represent the Site, EOC (MEC, PIO), and Elected Officials (Mayor, Reeve). Spokespersons should receive training before speaking to the media.

Getting information out to the public may be challenging during an emergency due to unforeseen circumstances like no cell phones, no landlines and no power. One may need to be designated to go outside of the community limits to obtain cell service to get emergency information & media releases out. Door-to-door & wellness checks may need to occur to share the information and reduce public anxiety.

The information shared through media releases or interviews should be the most accurate information that the PIO has received. Always share up to date information with the PIO.

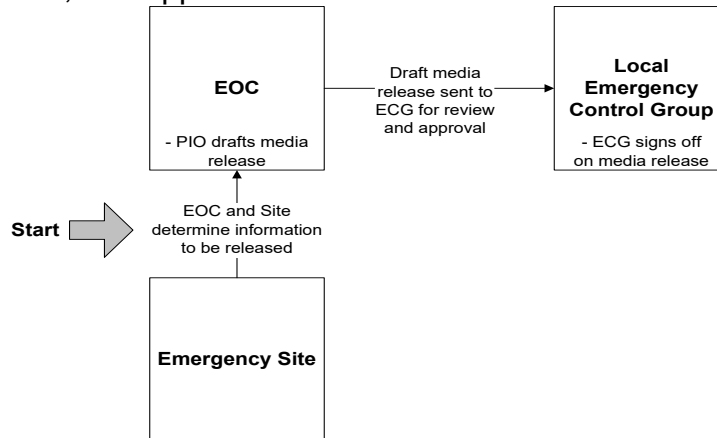
If you receive questions that are not answered in the latest media release, inform the PIO to make sure the answers are available in the next media release.

Media Release Process

The following process & diagrams describe how media releases are created, approved & distributed:

Option 1 – Media Release Created by EOC and Site

1. The EOC in discussion with Site (either Incident Commander or Site Media Officer) will determine what information can be released at the time and what information needs to get out to the public.
2. The EOC PIO drafts a media release and forwards it to the Emergency Control Group (ECG) (Mayor/Reeve/Council & CAO) for discussion, possible revisions/edits, and approval.

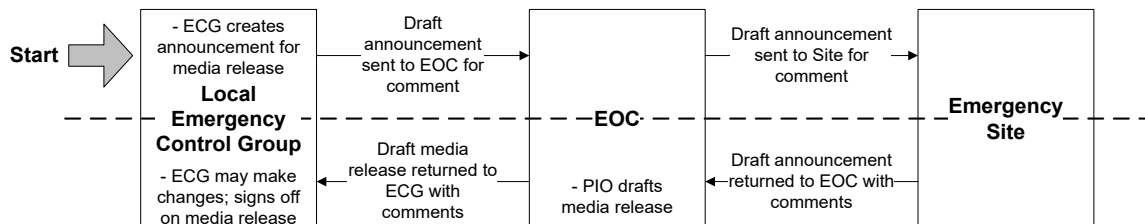


Option 2 – Media Release Created by Emergency Control Group

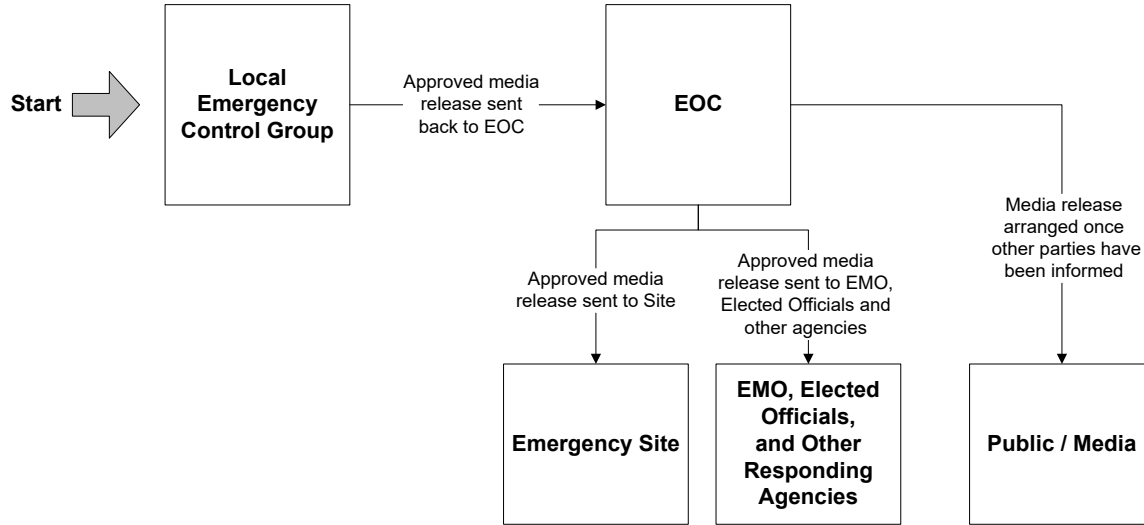
1. The Emergency Control Group creates an announcement for media release and sends it to the EOC.
2. The EOC shares the announcement with the Site and they identify any concerns they have with the announcement.
3. The EOC PIO drafts the media release and forwards it to the Emergency Control Group with any identified concerns for discussion, possible revisions/edits, and approval.
4. Once the media release is approved and signed off by the Emergency Control Group, it will send the media release back to EOC.
5. The EOC will share the media release with the Site, EMO and any other agency that may be dealing with the media due to their involvement with the situation.

Note: Send the media release to every elected official.

6. Once the parties are informed of information to be released, the PIO will distribute the media release to the media.



Distribution of Approved Media Release



Media Release Schedule

Media releases may be sent to media outlets or distributed at news conferences.

The schedule for these releases should follow the operational cycle. A new media release should be available for distribution soon after the planning meeting at the end of each operational period is completed.

Once the operational cycle has been created for an event, create a schedule that states:

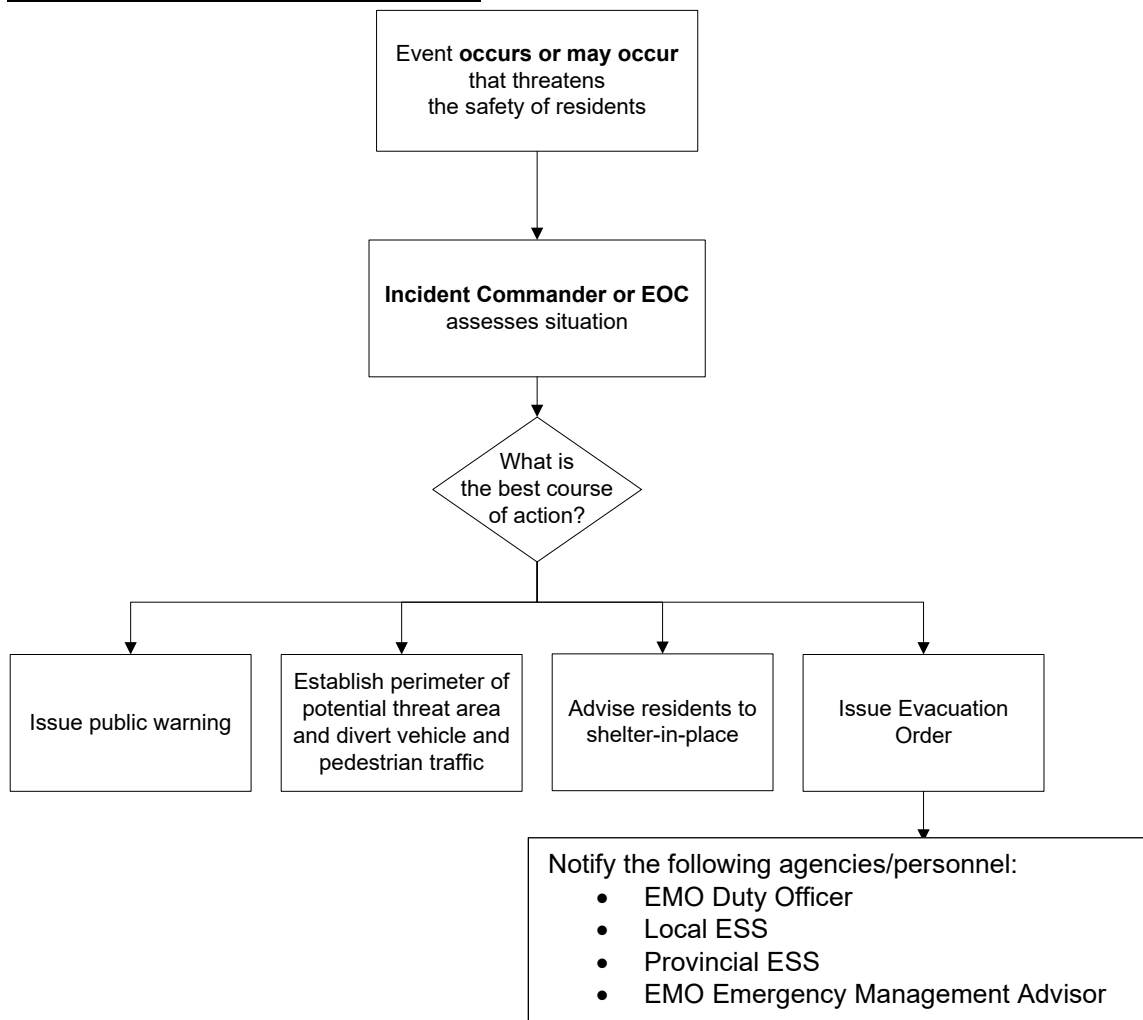
- when media releases will be available,
- how they will be distributed,
- where news conferences will be held,
- when spokesperson(s) will be available for individual interviews,
- how to contact the PIO,

and distribute it to the media outlets.

Time Available	Type	Distribution Method	Location

EVACUATION

Evacuation Decision Flowchart



- Once decision is made to evacuate, refer to Evacuation, Reception and Re-entry AND notify EMO Duty Officer at 1-204-945-5555.
- Notify Local and Provincial Emergency Social Services of evacuation decision and the need for a reception center.
- Notify Emergency Management Advisor (EMA) of evacuation decision.

Part 3

RESOURCES AND CAPABILITIES

RM TOC Emergency Response Plan 2026

Position(s)	Contact Name	Home #	Business #	Mobile #	E-mail
MEC	Melissa Cruickshank	n/a	204-745-2443 ext. 232	204-894-8782	Melissa@townofcarman.com Melissa.mtc@gmail.com
D/MEC					
Fire Chief Carman Dufferin FD	Chris Lemky	204-745-2169		204-745-8030	firechief@townofcarman.com chris@corduroyplains.ca
PW Carman	Joe Richardson	204-745-6916	204-745-6994	204-745-8266	linjoe@mymts.net
PW Dufferin	Rodney Last	204-745-2270	204-745-2483	204-745-7582	shop@rmofdufferin.com
EMS/RHA	Jolene Dayholos		204-428-2733	204-712-6009	jdayholos@southernhealth.ca
ESS Coordinator	Trish Middleton			204-745-8248	trishmiddleton@royallepage.ca
ESS Reception Centre Manager	Vacant				
ESS Support	April Hutton			204-573-0027	april.hutton@hotmail.com
ESS Support	Kathy Webster	204-745-6823	204-745-8673		rcweb@mymts.net
PIO	Laura Rance-Unger	204-745-2575	204-792-4382		laura@fbcpublishing.com
RCMP	S/Sgt Brent Mattice	24 hr cell # 1-204-620-6976	204-745-6760 admin	24 hr cell # 1-204-620-6976	Brent.r.mattice@rcmp-gre.gc.ca
Security Coordinator	Vacant				
EOC Manager	Vacant				
Hydro Representative	Bobb			1-204-771-4042	
Pastor	Trudy Thorarinson	204-745-5075	204-745-3584	204-750-0421	t.thorarinson@gmail.com
ARES	Bill Boskwick	204-436-3523		204-249-0303	retiredcele@gmail.com
	Gord Snarr	204-746-2743		204-781-1913	

RM TOC Emergency Response Plan 2026

PART 3 RESOURCES and CAPABILITIES

EOC – Emergency Management Team Contact Information

Elected Officials

Position	Contact Name	Home #	Business #	Mobile #	Email
Town of Carman:					
Mayor	Brent Owen	204-745-3972	204-745-2800	204-750-3972	brent.owen@carmancouncil.com
Councilor-D/Mayor	Robert Bryson			204-750-0246	robert.bryson@carmancouncil.com
Councilor	Carly Boklaschuk		204-745-2504	204-750-0719	carly.boklaschuk@carmancouncil.com
Councilor	Dale Reimer			204-745-0261	dale.reimer@carmancouncil.com
Councilor	Erin Lemky (Dunn)			204-750-1089	erin.lemky@carmancouncil.com
Councilor	Richard Dyck	204-745-3516		204-745-8117	rdyck141@gmail.com richard@carmancouncil.com
Councilor	Lindsay Boeve			204-750-1616	lindsay.boeve@carmancouncil.com
RM of Dufferin:					
Reeve	Cor Lodder		204-745-2951 ext.428	204-745-0493	reeve@dufferincouncil.com cor.lodder@dufferincouncil.com
Ward 1 Councilor-D/Reeve	John Peckover	204-745-3215		204-745-0161	ward1@dufferincouncil.com john.peckover@dufferincouncil.com
Ward 2 Councilor	Clayton Morgan	204-750-1553		204-750-1553	ward2@dufferincouncil.com clayton.morgan@dufferincouncil.com
Ward 3 Councilor	Tyler Russell		204-745-2342	204-745-7102	ward3@dufferincouncil.com tyler.russell@dufferincouncil.com
Ward 4 Councilor	Sheldon Harder	204-828-3283		204-750-2173	ward4@dufferincouncil.com sheldon.harder@dufferincouncil.com
Ward 5 Councilor	Barrie Fraser	204-745-6390		204-750-3061	ward5@dufferincouncil.com barrie.fraser@dufferincouncil.com
Ward 6 Councilor	Fred Dunn	204-745-0231		204-745-8417	ward6@dufferincouncil.com fred.dunn@dufferincouncil.com

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EMO Neighboring Communities Emergency Coordinators

Location	MEC	Work	Home	Mobile	Email
Aghaming ANA	Bob Bull	204- 363-7212	204-363-7212		N/A
Altona Town	Perry Batchelor			204-324-4464	mec@altona.ca
Bissett ANA	Doug McPherson	204-277-5218		204-277-0010	bissettcc@xplornet.ca
Carman Town & Dufferin RM	Melissa Cruickshank	204-745-2443 ext. 232	n/a	204-894-8782	melissa@townofcarman.com melissa.mtc@gmail.com
DeSalaberry RM	Wade Carrier			204-806-2304	mec@rmdelsalaberry.mb.ca
Dufferin RM & Carman Town	Melissa Cruickshank	204-745-2443 ext. 232	n/a	204-894-8782	melissa@townofcarman.com melissa.mtc@gmail.com
Emerson-Franklin	Pat French		204-427-2850	204-712-0001	info@emersonfranklin.com
Gretna Town & RM of Rhineland	Kristen Oporensky			204-319-0248	emokristinopo@gmail.com
Grey RM	Jared Cummer	204-436-2014		431-771-1250	safety@rmofgrey.ca
Hollow Water FN	Chief Larry Barker	204-363-7278			N/A
Hanover RM	Paul Wiebe	204-346-7130		204-346-2384	paul.wiebe@hanovermb.ca
LaBroquerie RM	Louis Tetrault			204-941-3249	mec@rmlabroquerie.ca
Macdonald RM	Rick Desjardins	204-954-0010		204-807-7341	rifle@mymts.net
Manigotagan ANA	Helen Thomas	204-363-7999	204-363-7528	204-485-1007	N/A
Montcalm RM	Kristen Oporensky			204-319-0248	emokristinopo@gmail.com
Morden Town	Darin Driedger			204-332-0750	serc.mec@gmail.com
Morris RM	Barb Gillis		204-489-5955	204-292-4676	bcmcmamus@mymts.net
Morris Town	Dave Atwell * Chuck Hadick			204-791-6725* 204-960-1769	daveattwellwpg@gmail.com
Niverville Town	Eric King	204-388-4600		204-392-6603	cao@whereyoubelong.ca
Piney RM	Richard Gamble			204-905-3740	richard@rmofpiney.mb.ca
Reynolds RM	Gail Wasyluk		204-426-5577	204-426-2266	gailwas@hotmail.com
Rhineland RM & Town of Gretna	Kristen Oporensky			204-319-0248	emokristinopo@gmail.com
Richot RM	Harold Schlamp	204-883-2147		204-932-0446	ritchotemergcoor@hotmail.com
Roland RM	Connie Anderson	204-745-6760			Connierose65@hotmail.com
Roseau River FN	Gerald Tate	204-427-2312		204-427-2193	N/A
Seymourville ANA	Rick Johnston	204-363-7246			N/A
Springfield RM	Brock Holowachuk			204-803-2927	bholowachuk@rmofspringfield.ca
St. PierreJolys	Blair Fallis			204-712-6990	emo.coodinator@villagestpierrejolys.ca
Stanley RM	Darin Driedger			204-332-0750	serc.mec@gmail.com
Ste. Anne RM	Chrissy Bohemier			204-381-8962	mec@rmofsteanne.com
Ste. Anne Town	Cody Dzik			204-408-8251	bylaw@steanne.ca
Steinbach City	Kel Toews			204-326-0216	ktoews@steinbach.ca
Stuartburn RM	Ed Penner Brittany Fisher	204-425-3218 204-425-3218	204-425-3604	204-326-8515	Inquiries@rmofstuartburn.com
Tache RM	Kim King		204-488-4388	204-471-3601	rkking@mts.net

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Thompson RM	Roy Bridgeman	204-435-2114		204-823-2965	rmthomp@mts.net mec@rmofthompson.com
Whitemouth RM	Cathy Dowbyhuz			204-340-5900	mec@rmwhitemouth.com
Winkler City	Darin Driedger			204-332-0750	serc.mec@gmail.com
Whiteshell South	Keith Hood	204-349-6015			keith.hood@gov.mb.ca
Whiteshell North	Greg Legall	204-348-4006	RCMP- WhtshN 204-348-7177		greg.legall@gov.mb.ca

PROVINCIAL GOVERNMENT

Manitoba Emergency Measures Organization (EMO)

Emergency Management Advisor:

Central Region: **Rob Debreuil** Cell: 1-431-337-7371

Office FAX: 1-204-945-4929

Email: Robert.Debreuil@gov.mb.ca

EMO Manitoba

Headquarters: 1-204-945-3050 Duty Officer: 1-204-945-5555 or 1-888-267-8298

MB Sustainable Development

Forest Fire Report Line (24 Hours) Toll Free: 1-800-782-0076

Environmental Accident Reporting Line (24 Hours) 1-204-945-4888

Manitoba Hydro

24/7 Electrical/Natural Gas Emergencies/Power Outages Line: 1-888-624-9376

Bob Schkawritka – Hydro Emergency – Cell # 1-204-771-4042

Municipal Employees

Position	Contact Name	Home #	Business #	Mobile #	Email
Town of Carman:					
CAO	Susan Stein		204-745-2443	204-362-4854	cao@townofcarman.com
CFO	Annette Middleton		204-745-2443	204-688-5291	cfo@townofcarman.com
Admin Assistant	Lindsey Davis	204-436-2748	204-745-2443	204-712-3307	accounts@townofcarman.com
Receptionist	Brandi Martin		204-745-2443	204-291-1113	info@townofcarman.com
Economic Development					
Planning Coord.	Kim MacLellan	204-745-6009	204-745-2443 204-745-2301	204-750-2502	office@cdgplanning.com
Recreation Manager	Renae Wolfe	204-745-3820	204-745-2684	204-750-3002	renae@townofcarman.com
Recreation Programmer	Sheena Nakonechny		204-745-2684	204-791-7454	sheena@townofcarman.com
CDFD Pub Ed Safety Coord.	Monica Halbesma	204-745-3927	204-745-2443	204-745-8111	monica@townofcarman.com

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PW Superintendent	Joe Richardson	204-745-6916	204-745-6994	204-745-8266	linjoe@mymts.net joe@townofcarman.com
PW/Foreman	Curtis Kippen	204-745-6265	204-745-0259	204-750-1816	clkippen@mts.net curtis@townofcarman.com
Sr Water Plant Operator	Darcy Hayward	204-745-3176	204-745-2481	204-750-3060	haybomb99@gmail.com darcy@townofcarman.com
Water Plant	Rob Rankin	204-745-6109	204-745-2481	204-745-7455	rarkin1963@icloud.com
Equipment Op	Kurt Kozak	N/A	N/A	204-523-0134	kurtkozak@gmail.com
Equipment Op	Adam Davis	N/A	N/A	204-750-2977	N/A
Equipment Op	Derek Kidd	N/A	N/A	204-226-3128	derekkidd1@hotmail.com
Equipment Op	John Stedman	N/A	N/A	204-745-7438	j_stedman@hotmail.com
Equipment Op	Robert Budd	N/A	N/A	204-750-0441	rbudd204@hotmail.com
Equipment Op	Frank Graham	N/A	N/A	204-750-8009	kjfrankie@hotmail.com
Equipment Op	Ryan Major	N/A	N/A	204-745-8244	Majorryan99@outlook.com
Rec & Equip Op	Kevin Dyck	204-745-2833	N/A	204-750-4389	Kevin@townofcarman.com
RM of Dufferin:					
CAO	Sharla Murray	204-745-6179	204-745-2301	204-750-3883	cao@rmofdufferin.com
Utility Supervisor	Jeanne Holmberg	204-745-3966	204-745-2301	204-745-8741	utility@rmofdufferin.com
Office Assistant	Karine Ketih		204-745-2301	204-233-5170	office@rmofdufferin.com
Accounting Assistant	Joelle McCulough		204-745-2301	204-250-6275	accouts@rmofdufferin.com
PW Foreman	Rodney Last	N/A	204-745-2483	204-745-7582	shop@rmofdufferin.com
D/Foreman	Blake Bell	204-745-2270	204-745-2483	204-745-2562	water@rmofdufferin.com
Eqpt Operator	Calvin Braun	204-745-2483	204-745-2483	204-745-8460	calbraun1960@gmail.com
Eqpt Operator	Travis Klassen	204-745-2188	204-745-2483	204-750-2287	duffweeds@gmail.com
Eqpt Operator	Dustin Klassen		204-745-2483	204-745-7695	dustinklassen@live.ca
Eqpt Operator	Bryce McDonald		204-745-2483	204-750-0427	brycemc2420@gmail.com
Eqpt Operator	Jeremy Young		204-745-2483	204-745-6819	goforhonda12@gmail.com
Eqpt Operator	Kelly Saunders		204-745-2483	204-750-0050	lurvurrotti@icloud.com

Non-Government Organizations (NGOS) Partners in Disaster

Name (Contact/Office)	Phone Number(s)	
Salvation Army	1-204-946-9402 https://salvationarmy.ca/prairie/	
St. John Ambulance	1-204-784-7000 https://www.sja.ca/English/Pages/default.aspx#	

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Mennonite Disaster Service	1-204-261-1274 https://mds.mennonite.net/	
Christian Reformed World Relief Committee	1-905-336-2920 or 1-800-730-3490	
Red Cross	1-204-982-7330 or 1-866-685-4250 http://redcross.ca/in-your-community/manitoba	
Red Cross Disaster Management Duty Officer	1-204-299-6584	

EOC PHONE NUMBERS – Currently the contact number would be the MEC's Cell Number for Melissa Cruickshank 204-894-8782.

WEB PAGE & SOCIAL MEDIA

Emergency Information will be posted on the following web page(s):

Page Name/Description	Web Address
Town of Carman & RM of Dufferin Web Site	https://www.carmanmanitoba.ca/
TOC/RM Facebook Page	https://www.facebook.com/CarmanDufferinMB
TOC/RM Twitter Feed	https://twitter.com/CarmanMB

Changing Web Content

Web Page & Social Media for both the Town & RM – Brandi Martin (TOC), Karine Keith (RM) & Sheena Nakonechny (REC TOC/RM).

The following table indicates who should be contacted to make changes to the web page(s): Websites, Facebook & Twitter

Company or Municipal Position	Contact Name	E-mail	Home #	Business#	Mobile #
TOC	Brandi Martin	info@townofcarman.com		204-745-2443	204-291-1113
	Sheena Nakonechny	sheena@townofcarman.com		204-745-2684	204-791-7454
RM	Karine Keith	office@rmofdufferin.com		204-745-2301	204-223-5170

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Municipal Emergency Coordinator	Melissa Cruikshank	melissa@townofcarman.com melissa.mtc@gmail.com	n/a	204-745-2443 ext. 232	204-894-8782
All-Net					

Emergency Power (BACK-UP) - Carman Memorial Hall & WTP & Community Hall

Location of Generators	Contact Name	Home #	Business #	Mobile #
2 -TOC PW Shop	Joe Richardson	204-745-6919	204-745-7661	204-745-8266
1 for WTP	Alt.			
1 for Mem. Hall	Curtis Kippen	204-745-6265	204-745-0259	204-750-1816
1 for Community Hall				
1 at RM Shop	Rodney Last		204-745-2483	204-745-7582
Memorial Hall, R.M. Shop and CDFD Fire Hall & Community Hall – new backup generators permanently installed at these locations				

AMATEUR RADIO COMMUNICATIONS

RM of Dufferin & Town of Carman Emergency Operations VHF Radio Use Instructions:

1. The Emergency Operations Centre (EOC) is equipped with a VHF base radio plus six hand-held VHF portable radios. This system has four programmed frequencies installed thereby supporting a capability of six remote locations/persons able to establish radio communication through four separate radio channels. A number of the preprogrammed channels share frequencies with the Town and RM public works and fire department.
2. Channel number and assignments are presented herein:
 - a. Channel 1 –
 - b. Channel 2 –
 - c. Channel 3 –
 - d. Channel 4 –
3. The Municipal Emergency Coordinator (MEC) is responsible for assigning the hand-held units to emergency operations personnel, typically one to each Public Works EOC member and Fire Department member. That will enable direct contact with those resources from the EOC. The Reception Centre Manager will also require direct communications with the EOC.
4. The EOC also has a second VHF antenna and transmission cable installed in the Memorial Hall for Amateur Radio Emergency Services (ARES) when/if required. The location is in the Memorial Hall Basement back kitchen area. The antenna cable is terminated in the MEC office where the ARES operator will set up his/her VHF radio and power supply to establish and maintain communications with the provincial ARES network if required. This resource will facilitate direct VHF communication with the Manitoba Repeater Network which includes the City of Winnipeg, Manitoba Emergency Measure Organization

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Operations if mobilized, and communities throughout Manitoba that have similar access to this network. Additionally direct communication may be established with Morden, Winkler and Morris.

5. ARES contact information:

- a. Certified Emergency Coordinator for RM & TOC is
Bill Boskwick, CEC ph. 204-436-3523
- b. Certified Emergency Coordinator South Central Manitoba is
Gord Snarr, CEC ph. 204-746-2743
- c. Winnipeg Amateur Radio Emergency Services <http://www.winnipegares.ca/>

ARES Equipment to be operated only by licensed amateur radio operators

Public Utilities



Utility Type	Company	Contact Name	Home #	Business #	Mobile #
Hydro	Hydro			1-888-624-9376	
Natural Gas	Hydro			1-888-624-9376	
Telephone	MTS - Wireless			1-800-889-8780	
All Utilities Sewage, Water, Garbage	Town of Carman	Joe Richardson PW Foreman	204-745-6919		204-745-8266
All Utilities Sewage, Water, Garbage	Town of Carman	PW 24/7 Duty Cell			204-750-1816
All Utilities Sewage, Water, Garbage	RM of Dufferin	Rodney Last PW Foreman	204-745-7582	204-745-2483	204-745-7582
All Utilities Sewage, Water, Garbage	RM of Dufferin	Blake Bell PW D/Foreman	204-745-2270	204-745-2483	204-745-2652
Water Provider	Pembina Valley Water Co-op	Main Office Emergency Contacts	204-324-1931 24 hr on call 204-304-6913	Matt Luke Brent Dale CEO	204-304-6943 204-304-0527 431-342-0583 204-362-6906
Water Provider	Pembina Valley Water Co-op	Stephenfield Water Treatment Emergency			204-745-8791

Equipment & Public Works Related Suppliers

Type	Company/	Contact Name	Home #	Business #	Mobile #
Heavy Equipment					
Hoe/Dozer/Loader	Dewitt's Backhoe Service	Don Dewitt	204-745-6273	204-745-6994	204-745-8121
FE Loader, water trailer, tractor		Kelvin Smith	204-745-3860		204-745-0120

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		Orville McCutcheon	204-745-3397	204-745-0120	
		Gerry Irwin	204-745-3418		
		Brett Takvam	204-745-6005		204-745-0173
Semi-trucks & trailers, tandem trucks, articulating trucks, track excavators, backhoes, loaders, dozers, graders, skid steers, stone slinger truck	Meseyton Construction Ltd.	Paul Meseyton		204-239-6267	204-856-9677
Gravel truck, backhoe	Boruss Contracting	Tyler Russel Sid Boeve	204-745-3202		204-745-7102 204-745-6159
FE Loader	YARA Warehouse	Kelvin Reid		204-745-6159	204-745-8533
Wheeled loader		Jeff Dunn	745-3120		745-8229
Bobcat		Kamrok Ent.	745-3404	745-8108	
Dump Truck		Gerry Irwin	204-745-3418		
Wheeled Loader					
Dozer & skidder bobcat	Carman Bobcat Company	Norbert Major	204-745-3293	204-745-6965	745-7669
Bulldozer	Boyne Farms	Wes Huston	1-204-828-3633	1-204-828-3352	204-745-8708
Bucket truck Backhoe tractor	Klausen Electric	Henry Klausen		204-745-6698	Fax:204-745-6890
Semi-trailer, dump truck	Dale Fry Trucking	Dale Fry	204-745-3433	204-745-3433	204-745-8301
CRANES					
	Federated Co Op Propane	Robert Rushton		204-745-6528	204-750-9045
	Sperling Industries	Jeff Nicolajsen	1-204-626-3216	1-204-626-3401	204-745-8772
	Town of Carman	Joe Richardson Curtis Kippen		204-745-6994	204-745-8266 204-750-1816
Public Works					
Sandbags	Brock White (Wpg)			1-204-694-3600	
Sand & gravel	Carman Concrete	Carl Doell Ted Doell	204-745-6548 204-745-3545	204-745-2724	204-745-1358 204-745-0060
Barricades	TOC & RM				
Water pumps		Chris Lemky	204-745-8030		chris@corduroyplains.ca
Portable generators					
Portable toilets					
Field lighting					
Potable water trailers	1250-gallon water tank on trailer				
Tentage		Pembina Valley Tent Rentals	204-745-2158		
FUEL					
Gas Diesel Propane	Carman Co-op Gas Bar			204-745-6701	
Gas Diesel	Co-op Cardlock	Greg Brooks	204-857-2163	204-745-6528	204-587-2163
Gas Diesel	Fast- Gas Carman			204-745-2371	
GAS	DMM Energy	Jason Klassen		204-750-0172	
Supply Type	Company/	Contact Name	Home #	Business #	Mobile #
Portable cattle fencing					
Building Materials	Carman Co-Op	Don Halbesma		204-745-6791	204-745-8560
BUSES	Prairie Rose School Division	Transportation Supervisor – Megan Bergen		204-745-2003 204-745-2174 Bus Garage	204-745-7429

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	Carman Handi-Van	Mike Hecht	204-745-2981	204-745-3477	431-771-8978
Electrical & Heating Supplies & Contractors	Bell Electric (Roland)	Ryan Bell		1-204-363-4564	
	Klassen Electric	Henry Klassen	204-745-6698	204-745-6698	204-745-7098
	Dick's Heating	Jud Boeve Dirk Boeve	204-745-6450 204-745-5092	204-745-2311	204-745-8072 204-745-8153
	Spencer & Thiessen Plumbing & Heating	Jay Spencer Craig Spencer Barry Spencer	204-745-3096		204-750-2411 204-745-0455 204-750-1885
	Kozak P&H	Luke		204-745-8787	
	Wayne Waddell Electric	Wayne Waddell		204-745-7481	
Hardware Stores	Wieler Electric	Ed Wieler	204-745-6270	204-745-2526	204-745-8805
	Carman Co op Homestead	Don Halbesma Nicole Phillips		204-745-6791 204-745-6791	204-745-8560 204-750-0526
	Carman Home Hardware	Murray Kines	1-204-453-5857	204-745-6789	1-204-299-9408

EMERGENCY SOCIAL SERVICES

Medical / Pharmacy / Facilities Contacts

Facility	Contact Name	Position	Home #	Business #	Mobile #
Boyne Lodge PCH	Helen Hoeppner	Manager of Support Services		204-745-6715 Ext. 2259	204-823-3457
	Greg Dunn	Maintenance			204-745-8437
Boyne Care Holdings	Tyler King	Executive Director		431-301-4848 ext 104	204-750-2151
Carman Community Health Centre	Crystal Moreton	Office Manager		204-745-3565	
Carman Dental Centre	Dr. Janet Beckingham	Dentist		204-745-2471	
Carman Vision Services				204-745-2792	
Carman Medical Group				204-745-2024	
Carman Memorial Hospital	Lori Wychopen	Manager Health Services		204-745-2021 Ext. 2251	lwychopen@southernhealth.ca
Community Mental Health –RHA	Cheryl Dyck			204-745-3745	204-745-2710 204-745-7045
Doyle's Funeral Chapel	Craig Johnston Mark Reimer		204-745-2710	204-745-2045	
Gallery Dental	Aaron Snidal	Owner		204-745-3770	
Home Care Case Coordinator – RHA	Mary Benson			204-745-5579	
Public Health – RHA	April Hildebrand Lisa Lehmann			204-745-2426	204-745-7780
Pembina Valley Physiotherapy				204-745-6335	
Visions of Independence	Terra Huston	Director		204-745-3673	204-751-0009

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South Central Counselling				204-745-3350	
Carman Pharmacy	Wendy Clark	Owner	204-745-3008	204-745-2781 204-745-3620	

Accommodations – Carman

Bell Aura B&B	77 2 nd Ave. S.W.	204-745-6787	bellaura.bb@gmail.com
Blue Crescent Hotel Carman	158 4 th Ave. S.E.	204-542-0732 or 1-855-420-0732	https://www.bluecrescent.ca/carman-mb
Carman Campground	30 Ed Belfour Drive	204-745-2684	renae@townofcarman.com
Carman Motor Inn	44 Centre Ave. West	204-745-3733	cminn@mts.net
Riverwalk B&B	33 2 nd Ave. S.E.	204-745-3451 204-922-0822 cell	riverwalkbandb@yahoo.com
Stephenfield Prov. Park	Just off PR #245 West of Carman	204-828-3366 1-800-214-6497	
Winkler			
Quality inn	851 Main Street	204-325-4381	qualityinnwinkler.com
Days Inn	HWY # 14	204-325-8888	
Triangle Oasis Motel	880 Centennial Street	204-325-4348	
Genesis House	312 6 th Street Taylor Richards cell -	204-325-9800 431-775-6622	housing@genesis-house.ca
Morden			
Bella's Castle B&B	572 Stephen Street	204-823-0810	
Morden Motor Inn	780 Thornhill Ave.	204-822-6272	
Star Motel	212 1 st Street	204-822-4494	
Super 8 Motel	3010 Thornhill St.	204-822-2003	
Best Western Plus	253 Loren Drive	204-822-6116	
Portage la Prairie			
Canad Inns		204-857-9745	
Super 8		204-857-8883	
Days Inn		204-857-9791	
SunSet Motel		204-857-7031	
Yellow Quill Motel		204-857-3086	
Westgate Inn		204-239-5200	
Hi-Way Motel		204-857-8771	
Microtel Inn & Suites		1-800-337-0050	

Food

Business Name	Contact Name	Home #	Business #	Mobile #
Breakaway Restaurant	Fern Morgan		204-745-6785	
Boyne River Bistro	Tyler King		431-301-4848 ext. 101	204-750-2151

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Carman CO-OP Homestead CO-OP	General Mgr Trent Schidlowsky Food Mgr – Justin Major Gas Bar Mgr-	Trent.Schidlowsky@homestead.crs	204-745-2073 Admin. 204-745-2544 Food Store Gas Bar 204-745-6701	204-479-4117 204-750-1995
Carman Golf Club	Dean North		204-745-2366	204-750-3373
Chicken Chef	Mike & Misty Friesen	204-745-2403	204-745-2031	
Carman Country Catering	Ron & Kathy Atkins		204-745-2643	204-745-7827 204-745-8537
Crazy Lady's Cafeteria Food Van	Susy Keck		204-745-2722	204-612-4188
Lite Stop Foods			204-745-2511	
Roseisle Coop			204-828-3479	
Subway			204-745-3698	
Syl's Drive Inn	Darrin Gitzel & Christy Nicolajsen		204-745-2432	
Tidbit Restaurant			204-745-6448	

Personal Supplies

Business Name	Contact Name	Position	Home #	Business #	Mobile #
Carman MCC	Melanie Hudson	Manager		204-745-3601	204-750-2824
Knockabouts	Jessica Knaggs	Owner		204-745-3765	
Evensong Closet	Tracey & Michelle	Owners		204-745-2764	
Red Apple Carman	Trish Wilcox	Manager		204-745-2167	

Schools & Child Care Centers

Business Name	Contact Name	Position	Home #	Business #	Mobile #
Carman Collegiate	Mary Reimer Brandon Kipe Keith Wadge	Principal Vice-Principal Principal Custodian		204-745-2001	

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	Kyla Orchard	Secretary	204-745-2008		204-750-2219
Carman Elementary	Pat Hamm Coreen Johnston Glen Owens	Principal Vice Principal Custodian		204-745-2623	204-750-1699 204-745-2552 204-750-3763(Coreen) 204-745-7879
Dufferin Christian School	Chris deBoer Sheldon Winkel Kevin Breukelman	Principal Vice Custodian		204-745-2278	 204-296-5462
Adult Education Centre	David Langill			204-745-2095	204-312-1614
Midland Nursery School	Heather Veldman			204-745-2542	midlandns@gmail.com
Prairie Rose School Division	Kevin Clace Chris Gamble Rhonda Smith Albert Jubinville	Super. Asst. Super. Sec. Treas. Supervisor Operations		204-745-2003	rsmith@prsdmb.ca 204-750-2564
TLC Child Care	Kimberley G.			204-745-1948	204-996-7106
Wee Care Child Centre	Nicole Vanderpol Cody Coulombe		School age Cell # 204-745-0139	204-745-6881	204-750-2729 204-750-3328

Community Groups & Service Clubs

Community Group	Contact Name	Position	Home #	Business #	Mobile #
Back Door Youth Centre	Tyler Friesen	Mgr.		204-745-6186	
Canadian Reformed Church – East	Rev. S.C. Van Dam	Pastor		204-745-6950	s.carl.vandam@gmail.com
Canadian Reformed Church – West	Pastor James Slaa	Pastor		204-745-6927	
Carman Active Living Centre	Nancy McFarlane		204-745-3831	204-745-2356	
Carman Community Baptist Church				204-745-2078	
Carman Mennonite Church	Rev. Rachel Siemens	Pastor		204-745-3837 204-745-2711	carmanmennonite@outlook.com
Carman Pentecostal Assembly				204-745-3787	carmanpamb@gmail.com
Carman United Church	Harold Kenyon		204-745-6477 Karen Tjaden	204-745-6835	
Catholic Parish	Fr. Mario Avelino Veloso			204-745-2204	
Friends Community Church	Richard Heppner – pastor			204-745-3737	

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Grace St. John's Church				204-745-3584	
Graysville Mennonite Church				204-828-3359	
Carman Golf & Curling Club	Dean North	Manager		204-745-2366	204-750-3373
Kinette Club of Carman	Mayghan McEachern	President			204-750-2171
Royal Canadian Legion	Kurt Nussey	President	204-745-3187	204-745-2454	legion18@mymts.net
Snow-Flies Snow Mobile Club snowflies@hotmail.com	-Ryan Doell -Shane Walker -Connie Dueck -Brad Dueck -Luke Findlay	President Vice			204-362-7840 204-750-1841 204-750-2176 431-344-0021 204-750-2168
Youth for Christ Carman	Tyler Friesen		204-750-1164		info@yfcarman.com tyler@yfcarman.com

PUBLIC INFORMATION

Television

Media Outlet	Contact Name	Phone Number(s)	Fax Number(s)	Email Address(es)
CTV News Wpg	Karen Mitchell	1-204-788-3300	1-204-943-3112	karen.mitchell@bellmedia.ca & winnipegnews@ctv.ca
Global News Wpg		1-204 -235-8544 1-204-233-3304		winnipeg@globalnews.ca
CBC Manitoba		1-204-788-3641		talkback@cbc.ca

Radio

Media Outlet	Contact Name	Phone Number(s)	Fax Number	Email Address(es)
Pembina Valley Online Golden West	Reception line News Room Robyn Wiebe	1-800-355-7065 1-204-325-9506* 1-204-325-6938 1-204-325-9506		robyn.wiebe@goldenwest.ca
CKMW /CFAM 950 Eagle 93.5 Country 88.9		1-204-324-0081 204-331-9350* 204-331-2266		aenns@goldenwestradio.com
CJOB Winnipeg	Newsroom	1-844-786-6868 1-204-786-6868		
CFRY Portage	Newsroom	1-204-239-5111	1-204-857-3456	
CBC Manitoba	Newsroom	1-204-788-3641 1-204-788-3205		talkback@cbc.ca

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Print

Media Outlet	Contact Name	Phone Number(s)	Fax Number(s)	Email Address
Carman Dufferin Standard	Lana Meier Editor Gwen Keller Classifieds/ads	1-204-467-5836 1-204-823-0535		ads@carmandufferin.ca news@carmanstandard.ca
Winnipeg Sun	City Desk	1-204-632-2780		wpgsun.citydesk@sunmedia.ca
Winnipeg Free Press	Newsroom- 1-204-697-7301	1-204-697-7292	1-204-697-7412	city.desk@freepress.mb.ca

Transportation

Transportation Type	Business Name	Contact Name	Home #	Business #	Mobile #
Buses	PRSD Supervisor	Megan Bergen		204-745-2003 mbergen@prsdmb.ca	204-745-7429
Buses	PRSD Bus Garage			204-745-2174	
Handi-Van		Mike Hecht	204-745-2891	204-745-3477	431-771-8978
Van	Boyne Lodge			204-745-6715	
2 Vans	True North Foods	Jacki Tweed		204-745-3068	

Manitoba EMO Emergency Management Advisors:

Central Region South: Robert Debreuil 1-431-337-7371 robert.debreuil@gov.mb.ca

Capital/Red River: Patrick Fillion 1-204-795-1667 patrick.fillion@gov.mb.ca

Eastern: Derek Russell 1-431-323-3477 derek.russel@gov.mb.ca

Western South: Madison Black 1-204-430-4164 madison.black@gov.mb.ca

Western North: Amy Currie 1-204-430-8030 amy.currie@gov.mb.ca

Director of Operations: 1-204-945-5952

Director of Recovery: 1-204-945-5997

EMO Headquarters: 1-204-945-3050 Toll Free: 1-888-267-8298

Duty Officer: 1-204-945-5555 MECC Fax: 1-204-945-4929

Provincial:

Forest Fire Report Line (24 Hours) Toll Free: 1-800-782-0076

Environmental Accident Reporting Line (24 Hours) 1-204-945-4888

Capabilities: Advice and assistance in forest fire operations, direct on-site response to environmental accidents and provide technical environmental advice, advice and assistance in waste disposal.

Regional:

Burnid Briggs	Water Way planning Engineer	1-204-250-5095
James Capotosto	Director	1-204-945-8321
Conservation & Climate	1-204-945-6784	1-800-214-6497

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Office of Drinking Water Portage la Prairie	1-204-364-6346	
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Provincial:

Flood Information Line	1-204-945-1165	1-855-415-4530
Drainage & Water Control	1-204-945-6474	1-800-214-6497
Office of Drinking Water	1-204-945-5762	
Conservation & Climate	1-204-945-6784	1-800-214-6497
Inquiries	1-204-945-3744	1-866-626-4862

Capabilities: Provide public information on flood forecasts, regulation of water control structures, and flood-related activities; deploy ice jam mitigation equipment; provide permission to cut provincial roads and create water diversions; conduct surface water protection monitoring and well protection programs.

Manitoba Hydro

Regional:

Name (Contact/Office)	Position	Cell #	Bus #	Fax #	Email Address(es)
Bob Schkawritka	Corporate Emergency Response Coordinator	1-204- 771-4042	1-204- 360-5179	1-204- 360-6100	
Randy Klassen	Supervisor	1-204- 325-3965	1-204- 822-2104		rklassen@hydro.mb.ca
James Apperley	Supervisor		204- 822-2106		japperley@hydro.mb.ca
Click Before You Dig Manitoba			1-800-940-3447		ClickBeforeYouDigMB.com

Provincial:

24/7 Electric/Natural Gas Emergencies/Power Outages Line: **1-888-624-9376**

Capabilities: Advice and assistance regarding emergency electrical or natural gas service, restoration or interruption of electrical energy and natural gas, provision of temporary electrical or natural gas service for emergency operations; provision of heavy or specialized equipment (regional level).

RCMP

Name	Position	Location	Cell #	Bus #	Email
Scott McAuley	Staff Sergeant/Area Commander	Carman	1-204-620-6976 24-hr contact	204-745-6760 (admin) 204-745-6773 (emergency)	Scott.McAuley@rcmp-grc.gc.ca
Chris Johnson	Sergeant	Carman	1-204-206-0109		
Connie Anderson	Admin	Carman	204-750-0201		

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Manitoba Family Services and Consumer Affairs

Name (Contact/ Office)	Position	Location	Cell #	Bus #	Email Address(es)
	Emergency Social Services Mgr.	Wpg		1-866-MANITOBA	Brittany.brown@gov.mb.ca
Linda Nichols	Community Services Worker	Morden 204-822-2861		1-204-822-2895	
Darlene Sawatzky	Community Services Worker	Morden 204-822-2861		1-204-822-2862	Darlene.sawatzky@gov.mb.ca
Barb		Morden		1-204- 822-2865	
EIA	Income Assistance			1-855-944-8111	
Dylan Stewart	Income Assistance	Portage 204-239-3092		1-204- 239-3055	Dylan.stewart@gov.mb.ca
Family Support Services				1-204-945-0327 1-204-945-8311	

Southern Health RHA –

Morden Office - 204-822-2650 or 1-800-742-6509

Health Links: 1-888-315-9257

Regional Director Primary Health Care 1-204-320-2481

Name (Contact/Office)	Position	Location	Cell #	Bus #	Email Address(es)
Jolene Dayholos	Emergency Preparedness Officer		1-204- 712-6009	1-204- 428-2733	jdayholos@southernhealth.ca
Tiina Lehtonen- Cordell	Regional Director – Mental Health			1-204- 428-2767	
24 hr disaster response	Senior Manager on call	Portage		1-204- 239-2211	

Medical Transportation Coordination Centre (MTCC)

Name (Contact/Office)	Position	Location	Cell #	Bus #	Email Address(es)
CALL 9-1-1		Brandon		1-800-866-2729 (General Line)	This contact # is for Non-emergency transfer of patients
CALL 9-1-1		Brandon		1-800-689-2166 (Paramedic Line)	This contact # is for Non-emergency transfer patients

APPENDIX A – HAZARD ANALYSIS

Potential Hazards

Weather Incident: High Winds, Tornado, Deluge, Blizzard, Ice Storm, Overland Flooding

Man-made: Industrial Fire

Medical: Pandemic

Surface Transportation of Hazardous Material: Vehicle/Equipment crash with release of toxic product such as Anhydrous Ammonia, Fuel

Rail Transportation: Derailment, Vehicle Crash

Description of Hazards and Effects on Community

Weather Driven:

High Winds/Plough Winds – localized with a possible destructive path resulting in property damage and injury to residents – potential for loss of electricity from downed power lines/towers and loss of communication due to downed phone lines/cell towers.

Tornado – possible damaging path through community resulting in extensive damage, many injuries and probable multiple fatalities – potential of loss of electricity, communication due to downed lines/towers.

Deluge – regionalized with probable threat of overland flooding and some property damage - Possible loss of infrastructure services. Property access and water wells may be compromised.

Blizzard – limitations or restrictions on travel resulting in large numbers of stranded travelers in town. In rural areas, inability to travel due to snow blocked roads/highways potentially blocking emergency vehicles/hydro vehicles. There is a potential loss of electricity & communication from downed power lines/phone lines/towers.

Ice Storm – widespread loss of electricity for an extended period of time. Loss of home heating in winter, loss of commerce due to no ATM, building alarm systems, unable to pump f, buyers must use cash or credit, sewer lift stations shut down, individuals at risk who depend on medical devices that are electrically driven. There is also the potential of no communication due to downed phone lines/ cell towers.

Overland Flooding- potential infrastructure damage and water damage from surface water - Extensive private property damage and threats to livestock. Increase in commercial vehicle traffic through the RM and Town.

Man Made: Industrial Fire – threat of heavy, toxic smoke plume from possible burning rubber - (e.g. Ed's Tire (south) & Wes's Tire (north)) could initiate the need for large scale evacuations in a short period of time to Carman Hospital, Boyne Lodge (PCH), Schools, Child Care Centers and local residents. Increase in risk of a Dangerous Goods crash in populated area.

Toxic Product Release – high intensity, relatively short duration incident with very little time to react.

Medical: Pandemic – potential loss of municipal, commercial and medical staff due to illness resulting in reduced services available to the public. Medical community will be looking to the community for possible immunization, palliative and other centers. Medical takes the lead in a Pandemic.

Prioritization of Hazards

<u>Threat</u>	<u>Probability</u>	<u>Impact</u>
High Winds/Plough Winds	Medium – seasonal	Moderate
Tornado	Medium – seasonal	High
Overland Flooding	Medium – seasonal	Moderate
DG/Vehicle Crash	Medium – seasonal	Moderate-High
Deluge	Medium – seasonal	Moderate
Blizzard	Medium – seasonal	Moderate
Ice Storm	Medium – seasonal	High
Industrial Fire	Low	High
Toxic Release	Low	High
Pandemic	Low	High
Grass Fire	Low – seasonal	Low

Mitigated Actions

Industrial Fire and Toxic Release – Fire department has high efficiency foam fire retardant for use on industrial fire scenes. Results indicate rapid suppression. Contact should be made with possibly affected area residents/schools/hospitals etc. via phone, social media, CD website, All-Net App or door to door (if possible).

Recommendation: Fire department review shelter in place procedures (emergency plans) with medical facilities, schools, childcare centers. Fire Department has an ERP Binder in their apparatus.

Severe Weather Incidents – Advance warning to institutional facilities and residences of pending severe weather by means of social media, alert ready app. Possibility to advice of school/busing closures (billeting of students).

Advise public to have their 72 hour preparedness kits ready & to shelter in place.

Advise to have highway closures to minimize stranded vehicles or vehicle incidents. Public Works Department is to review preparation procedures for flooding and conduct annual remedial activities on ditches, drains and berms. Municipalities are to ensure that adequate emergency power generators are quickly available for Memorial Hall (EOC) and WTP in the event of significant power loss. Municipal resource lists to be reviewed annually and updated as changes occur. Review traffic control procedures with RCMP during period when industrial/commercial vehicles are diverted through RM & TOC.

Medical – initiate liaison with key medical managers and directors to create lines of communication and define mutual expectations & limitations. Engage local medical personnel in municipal emergency planning and exercises.

APPENDIX B – MEMORANDUMS OF UNDERSTANDING

Mutual Aid agreements are emergency services arrangements between the Town of Carman/RM of Dufferin and other communities & agencies that are willing to respond with aid in an emergency.

The Town of Carman/RM of Dufferin has agreements with the following:

RM of Grey
RM of Morris
RM of Roland
Pembina Valley Water Cooperative (PVWC)

APPENDIX C – EVACUATION, RECEPTION & RE-ENTRY

EVACUATION

AUTHORITY TO ORDER EVACUATION

To order a mandatory evacuation, a local authority must declare a state of local emergency (SOLE), as enabled under *The Emergency Measures Act*.

The Fire Chief may order evacuations under *The Fire Prevention Act*.

EVACUATION SECURITY AND CONTROL

The Incident Commander (IC) is responsible for how the evacuation of the Site is conducted. The EOC will provide support, as requested by IC.

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If the EOC decides an evacuation is necessary, it may assign a Site Evacuation Coordinator or Evacuation Incident Commander to the evacuation.

As the decision to evacuate may be made by either the On Scene Incident Commander or the EOC, there must be continuous dialogue between the IC and EOC regarding coordination of the evacuation and registration processes.

Responsibility for the security of the evacuation site and well-being of evacuees is a municipal responsibility. The EOC in collaboration with the On Scene IC will coordinate security arrangements and staffing. Site security is the responsibility of the On Scene IC.

NOTE: A record of all vehicles and personnel who enter/exit a closed area will be maintained. **See Appendix D - FORM – Evacuation Vehicle Log**

EVACUATION ROUTES AND TRANSPORTATION - Information

The following table describes potential evacuation routes for areas which are unique geographically, such as those that can be easily cut-off from normal transportation routes because of the bridges, weather, etc., or are located in/near hazardous areas, such as industrial zones. These areas may be more likely to require evacuation or may require more complicated evacuation strategies.

Using the information below as a guide, the On Scene IC may also consider the location of your reception center in determining the best route for evacuation.

The On Scene IC is responsible for identifying an evacuee debarkation point from the Incident Staging area. The EOC Transportation Coordinator will identify the safest, most direct route from that debarkation point to the Carman Community Hall, which is the Evacuee Reception/Registration Center (the Carman Active Living Center has also been used as a Evacuee Reception Center due to this facility having windows for lighting if there is no power and no generator available for the Carman Community Hall). This evacuation route must be given to the IC Command Post prior to any evacuee being release from the Site debarkation point. Site IC is responsible for sharing this information to bus drivers/vehicles assigned to transport evacuees.

Evacuee Staging Areas (ESA)

The following table lists potential assembly areas for residents needing to evacuate by community arranged transportation. It also indicates information that will help you decide which assembly area(s) should be used in your situation.

ESA will be clearly identified by the On Scene IC as and when required. This information will include clear instructions as to physical location and best/safe driving routes to get to and from the ESA and must be shared with the EOC, as soon as possible.

MAPS

Town of Carman

<https://www.google.com/maps/@49.5036503,-97.9994421,2033m/data=!3m1!1e3?hl=en-US>

and

<https://www.google.com/maps/place/Dufferin,+MB/@49.5318927,-98.3530762,10z/data=!3m1!4b1!4m5!3m4!1s0x52c26e8ec44f847b:0x7f246b321c9a0f19!8m2!3d49.5284369!4d-98.1273672>

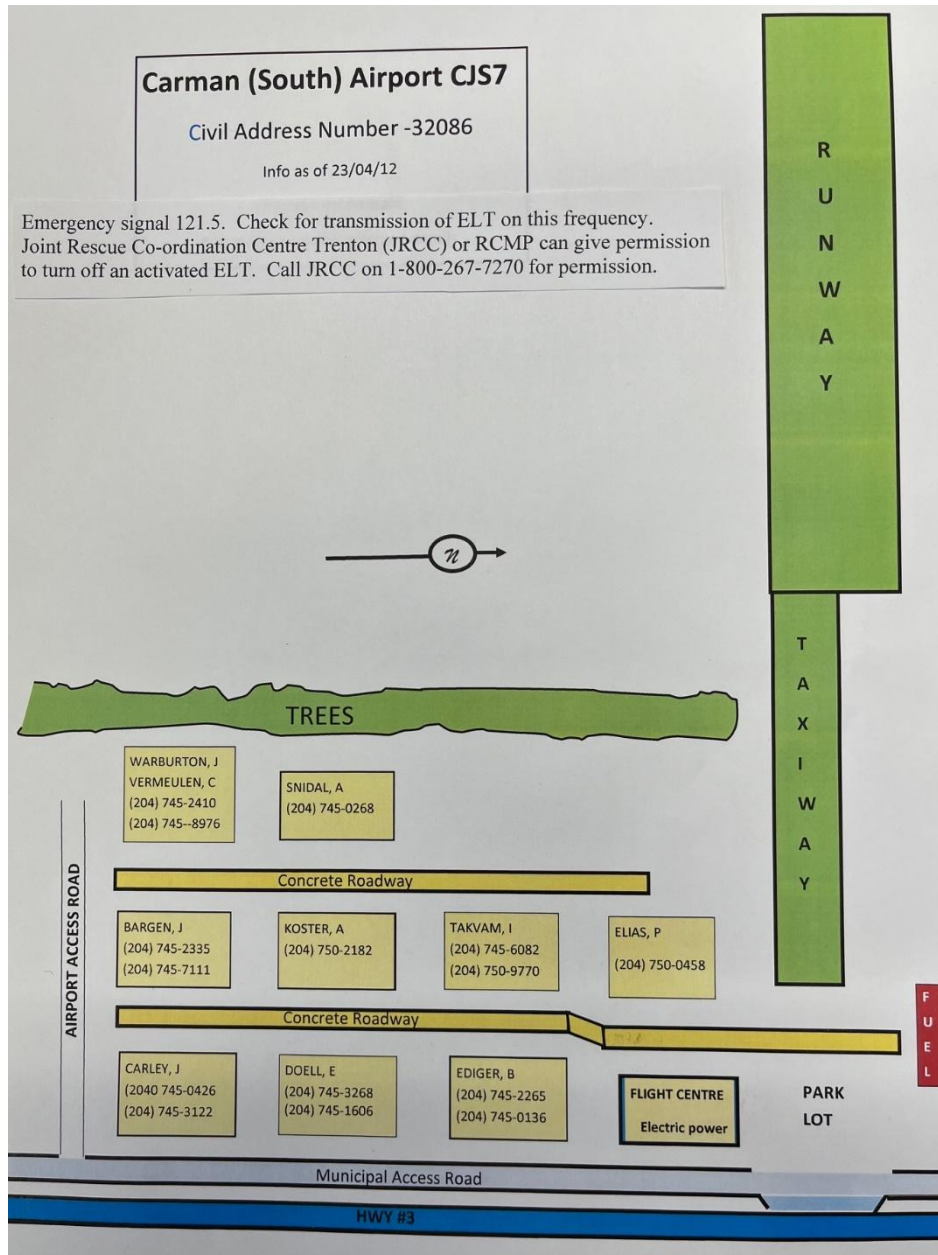
Large copies of the maps are located in the Memorial Hall and in the EOC office and at Fire Hall.



Map of Carman Airport

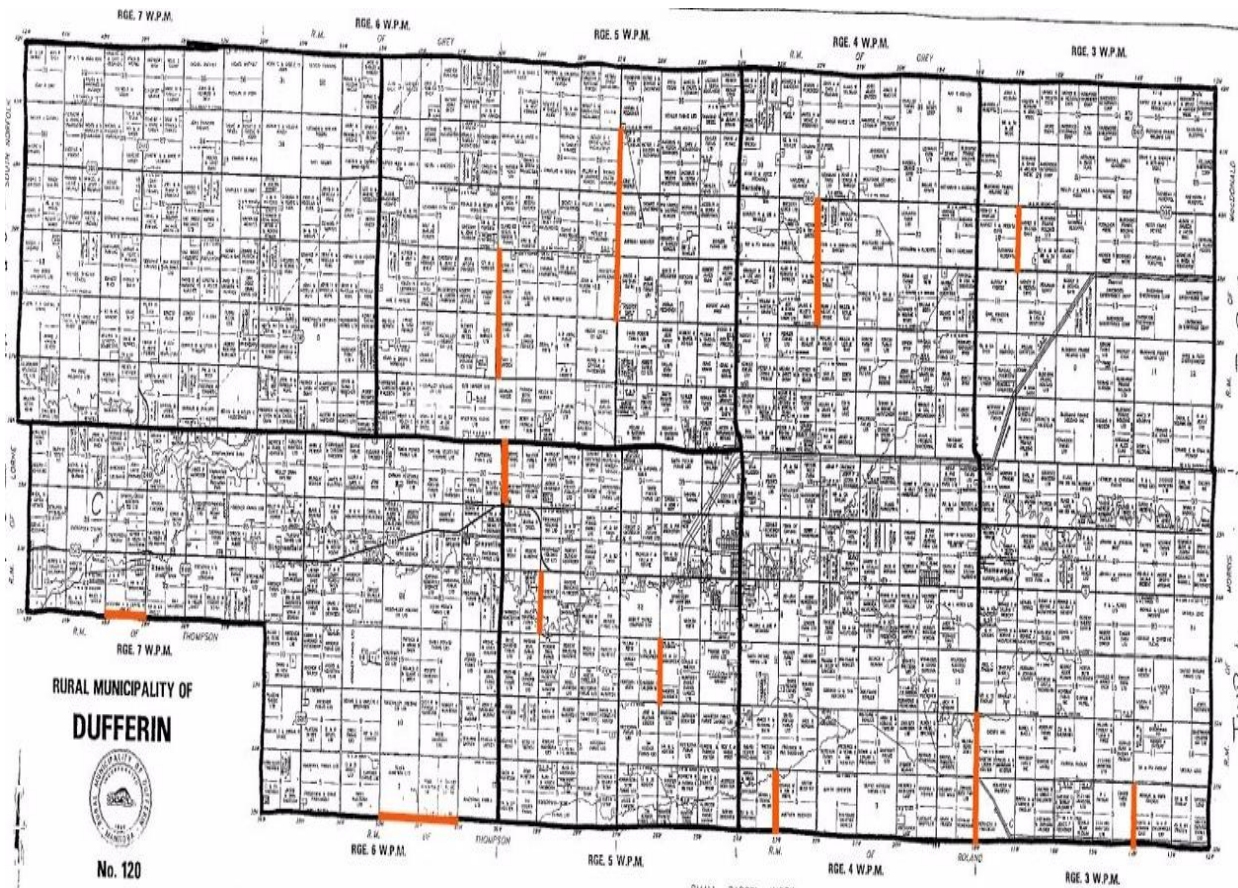
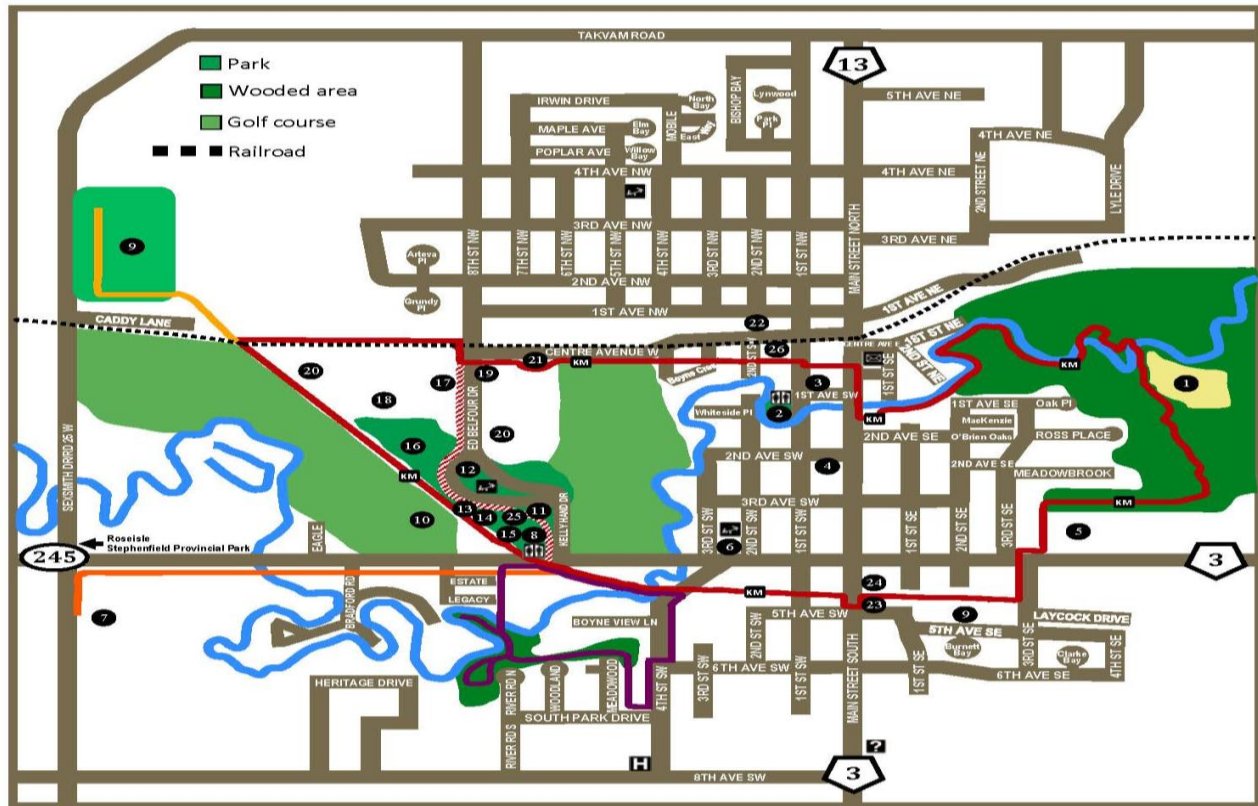


RM TOC Emergency Response Plan 2026





Carman Manitoba



RM TOC Emergency Response Plan 2026

Special Needs Groups

The following table lists groups or facilities in your community that may need special assistance, how you will know if a group/facility needs to evacuate or receive some other kind of assistance, how you will notify the group/facility that they need to evacuate the type of transportation that will be used to evacuate the group/facility, the roles that other agencies play in evacuation or other kinds of assistance information about their emergency plans in case you need to access them, and any other comments or reminders for assisting a group/facility.

Group or Facility	Notification Method	Transportation Type	Role of Other Agencies	Do they have an Emergency Plan? (Y/N)	Location of plan?	Other
Boyne Lodge PCH	MEC phone call			Y	ERP CDFD Binder	
Carman Hospital	√			Y	√	
Legion Lodge	√					36 4 th St.NW
Parkview Manor	√			Y	√	

Evergreen Place	√			Y	√	
Riverview Legion Place	√			Y	√	
Visions of Independence (former Rainbow Res.)	√		VIO- Terra Huston cell 204-751-0009 204-745-3673 thuston@voimb.ca			21 5 th SE Ave & 195 2 nd Ave. NW
Carman Collegiate	√	School Bus		Y	√	

Carman Elementary	√	School Bus		Y	√	
Dufferin Christian School	√	School Bus		Y	√	
Wee Care Child Centre	√			Y	√	
TLC Child Care Centre	√			Y	√	
U of M Carman Campus	√			Y	√	

RM TOC Emergency Response Plan 2026

ANIMALS

Carman Veterinary Clinic 195 Main Street South	204-745-3127 Fax: 204-745-3207 Email: cvet@mymts.net Website: www.rpvc.ca
Kat's Kritters Rescue (boarding Dogs/Cats) Sperling MB	katskrittersmb@gmail.com
Barking Lot Just North of Carman off Hwy #13	204-745-2419 Email: barkinglot@live.ca
Pembina Valley Humane Society 462 Jefferson Street Morden MB	204-822-9413

Livestock

Contact Manitoba Agriculture, Food and Rural Initiatives through your local Go Team member or through the Manitoba Emergency Coordination Centre.

MB Gov't Animal Care Line	204-945-8000 1-888-945-8001
7 Acre Wood Animal Boarding Kennel # 55 HWY #23 East Morris, MB	204-223-8356

RM TOC Emergency Response Plan 2026

PET / LIVESTOCK REGISTRATION / INFORMATION

R.M. of Dufferin/ Town of Carman

Name: _____ Phone: _____

Address: _____

Civic Address: _____ Sec: _____ TWP: _____ RGE: _____

Dog: _____ Cat: _____ Other: _____

Livestock (Type): _____ Number: _____

Exotic (Type): _____ Number: _____

Remarks / Special Needs:

THANK-YOU!

IF YOU HAVE ANY CONCERNS, PLEASE CONTACT OUR OFFICES:

R.M. of Dufferin: 204-745-2301 email: info@rmofdufferin.com

Town of Carman: 204-745-2443 email: info@townofcarman.com

RECORDED BY: _____ **DATE:** _____

RECEPTION

Potential Reception Centre Locations

Municipality	Address	Building	Suitable For	Capacity	Contact
*Carman	60 – 1 st Ave. N.W.	* Carman Community Hall *	*Primary Reception Centre*		204-745-6071
Carman	105 Main St. North	Carman Mennonite Church			204-745-3837 204-745-2711 pastorcmc@mts.net officecmc@mymts.net
Carman	245 1 st Street N.W.	Friends Community Church			204-745-3737
Graysville	SE 28-6-6W PTH 245	Mennonite Church			204-828-3359
Carman	142 1 st Street S.W.	Carman United Church			Karen Tjaden 204-745-6477 or 204-745-6835
Carman	47 Ed Belfour Drive	Active Living Centre			204-745-2356
Carman	108 Main Street South	Youth for Christ Carman			204-750-1164 info@yfcarman.com tyler@yfcarman.com

Host Community Responsibilities

The host community will ensure the following responsibilities are completed:

Establishment of registration and inquiry service (in conjunction with EMO if available/necessary)

Provision of food services, accommodations, clothing (if required), and personal services (see Emergency Social Services guide).

Arrange for medical services (if required) i.e. public health nurse, physician, nurse practitioners, hospital, pharmacist.

Assist with timely briefings to evacuees concerning the state of affairs of the evacuated community and the expected re-entry time/process by having a staff member or volunteer attend the reception center with phone contact to the EOC. Help in the re-entry procedures in conjunction with the evacuate community.

RE-ENTRY

It is important for the safety of the evacuees that the re-entry process be conducted in an organized fashion. The feeling of organization will help in the psychological effects (mental wellness) that the evacuees may have/will experience.

Possible Problems

Citizens must be informed of dangers in the community if there is still a threat to life and health i.e. Traffic congestion, anxious citizens

Recovery relates to:

Short-term recovery of restoring, to minimal operational standards, the necessary life support systems and community services that will assist the community in returning to a normalized condition; and

Long-term recovery that involves building on the initial recovery so that the community returns to what may be thought of a “near normal” recognizing that a variety of changes is possible.

RECOVERY CONTROL GROUP

A recovery control group may be established to maintain accountability of the recovery operation. The Recovery Control Group could include:

- Recovery Site Manager
- Representatives from the various working groups as the situation dictates for reporting purposes

Recovery Manager or Municipal Management

When the need for emergency response/recovery decreases, responsibility for the Site may be transferred from the Incident Commander to the municipality.

Recovery Site Manager Role:

- Work to establish broad recovery priorities with the community, municipality and province
- Utilize the community sub-groups established to initiate specific recovery activities within their areas of expertise
- Facilitate on-site direction, control, and coordination of all on-site recovery activities
- Direct recovery activities within the established perimeter
- Work with appropriate personnel to ensure the site is returned to an acceptable condition

Suggested Recovery Site Manager Duties:

- Establish a work schedule to meet the broad community recover priorities
- Coordinate site inspections
- Liaise with the Recovery Control Group with the community sub-groups
- Act as spokesperson for recovery activities

- Maintain a log of activities

RE-ENTRY OF EVACUATED AREAS

Re-entry operations will be initiated as soon as safely possible and when the municipality and provincial authorities are satisfied that the safety of returning evacuee is assured and that essential services are available.

AUTHORIZING RE-ENTRY

Following the assessment that the site is safe and suitable for re-entry, the Incident Commander may authorize re-entry. The EOC will support the Site IC in coordinating return of evacuees.

COMMUNITY RECOVERY MEETING

The MEC will organize and lead a community meeting to facilitate community recovery. The following factors may be considered:

Establish an understanding of the situation,

- Make recommendations to local authorities on termination of state(s) of local emergency as soon as possible,
- Identify and prioritize the biggest concerns
- Identify vulnerable groups and their needs
- Help set broad recovery priorities for the community, and
- Establish sub-groups with specific areas of responsibility that are based on the broad recovery priorities that may include site clean-up, safety assessments for re-entry, counseling, review and prioritization of requests for help, and donation management.

Community Recovery Meeting Participants

The community meeting should include representatives from as many stakeholders as practical and may include:

Mayor/Reeve and Council

CAO or municipal managers

Incident Commander / Recovery Site Manager

Local Charitable organizations

Partners in the emergency

Seniors groups, Church groups, Disability groups

Regional Health Authority

Manitoba EMO

Utilities companies - Manitoba Hydro, Bell/MTS

EMERGENCY PUBLIC INFORMATION

The PIO will continue to ensure that information phone lines are set up to provide current information on the emergency, receive and record requests for help, and provide information on how to access recovery resources.

The PIO function will continue for as long as required to keep the public apprised of the situation and where to go in order to find various levels of assistance.

RE-ENTRY CHECKLIST

The purpose of this checklist is to assist the MEC with the re-entry phase. Choose the sections that are applicable to you. Returning evacuees may be very anxious returning to their community. One of the MEC's objectives in the re-entry phase is to prepare the community so as to lessen the anxieties of returning citizens.

Satisfactory Conditions Confirmed

The MEC need the approval of the Site IC that ensures the safety of returning evacuees. This may involve getting approval from various medical, municipal or provincial agencies as suggested herein:

- Incident Commander
- RCMP
- Public Works Superintendent
- Mayor/Reeve and Council approval
- Medical Officer of Health for Medically driven emergencies
- MB EMO Regional Manager
- Fire/Flood report updated (MB Dept. of Sustainable Development's approval)
- Manitoba Agriculture, Food and Rural Initiatives approval
- Air, water, land (environmental) conditions satisfactory
- Food supplies adequate (confirmed by MEC)
- Essential supplies adequate (confirmed by MEC)
- Community fuel supplies adequate for further evacuation if required (confirmed by MEC)

Essential People and Services

These people should be in the community at or before re-entry:

WTP, PW, Administration, Medical (Hospital, PCH's staff), Food, Fuel, Pharmacy, Banks, Hardware, RCMP, MB Hydro, Bell/MTS,

Transportation and Access

Most evacuees will return to their homes by their own vehicle while others may require transportation assistance.

The local Emergency Social Services Coordinator and Transportation Coordinator should determine the number of evacuees requiring transportation and develop a plan to provide transportation assistance.

In addition, the MEC, Transportation Coordinator, RCMP, MB Infrastructure & Transportation (MIT) and MB Sustainable Development personnel should determine/confirm

- the safety of transportation routes (roads, highways, bridges)
- the transportation routes are open (roads, airports, railways)

Location of Evacuees

A list with names and temporary accommodations of evacuees should be created.

Re-Entry Registration

Re-entry registration plans confirmed.

Special Provisions

A List of citizens that have special needs/disabilities etc.

NOTE: These facilities may require more time to ensure that the facility is able to provide for their needs. It may be beneficial to wait a few days after the initial re-entry.

APPENDIX D – PUBLIC INFORMATION MESSAGES & Forms

PRE – SCRIPTED MESSAGES IN THIS APPENDIX

- Evacuation Order
- Shelter-in-Place Order
- Declaration of a State of Local Emergency (SOLE)
- Termination of a State of Local Emergency or Emergency Prevention Order

EVACUATION ORDER

The [RM of Dufferin / Town of Carman] has declared a state of local emergency at:
_____ [AM/PM] on _____ of 20__ due to _____.

This declaration was made by the [mayor/reeve] and council of the municipality.

The following geographical area is being evacuated because of the high risk of injury and /or threat of isolation resulting from this incident.

You are advised to immediately report to the Evacuation Staging Area located at: _____.

Transportation from there to the Reception Center located at the Carman Community Hall will be provided if you do not have your own vehicle.

Make sure you have the following items with you:

72 Hour Emergency Kit

Money, Credit Cards, Birth Certificates, etc.

Pets (dependent on the urgency of the emergency) ****Pets are NOT allowed in the Reception Center, arrangements have been made to provide care for your pet when you arrive.**

Medications (including personal medical appliances)

Infant food including diapers (if applicable)

Clothing

Personal Hygiene items (toothpaste, toothbrushes, soap, and feminine hygiene items)

BEFORE LEAVING YOUR HOME and only if there is time, do the following:

Turn off water supply

Turn off lights, appliances, etc.

Do not turn off your furnace unless specifically advised to do so (it may be advisable to turn off furnaces if a flammable product is the cause of the emergency – check with fire chief)

Lock your residence

Place a sign in a window facing the street showing “EVACUATED”

REPORT TO THE RECEPTION CENTER at the Carman Community Hall OR to the Evacuation Staging Area

Thank you.

SHELTER – IN – PLACE ORDER

This is _____
(Rank/Title) (Name)

from the _____
(Agency/Department)

A _____
(Size/intensity) (Incident)

_____ (has occurred/is occurring) (in) _____ (Location)

Because of the potential danger to life and health _____
(the authority)

_____ everyone within _____
(has/have) (ordered/recommended) # (blocks/kms/metres)

of that area must shelter in place immediately.

Please turn ON your radio and listen for more instructions.

If applicable, have a charged cell phone to attain more instructions.

Shelter-in-place instructions: (where applicable)

1. Turn off any furnace, air conditioning devices
2. Close all windows and doors
3. Place towels along the floor against the bottom of outside facing doors
4. Retreat into the room in your dwelling that is furthest away from doors and/or windows
5. Do NOT go into the basement
6. If time permits, use duct tape to seal around the edges of windows and building entrance doors
7. Do NOT smoke
8. Remain calm and minimize any physical activity
9. Keep you portable radio/charged cell phone with you so you are able to hear additional instructions and updated information.
10. Check Carman Dufferin MB social media accounts and local radio stations – Golden West Radio-CKMW, CFAM950, Eagle93.5, Country 88.9 & CBC MB stations for updates.

DECLARATION OF A STATE OF LOCAL EMERGENCY (SOLE)

The RM of Dufferin / Town of Carman

Pursuant to Section 11(2) of *The Emergency Measures Act*, of the Continuing

Consolidation of the Statutes of Manitoba, I _____
(name of Mayor/Reeve)
of _____ declare that a state of local emergency
(name of municipality)
exists _____ from the _____ of _____ 20____ at _____ to
(location of emergency) (day) (month) (year) (time)
the _____ of _____ 20____.
(day) (month) (year)

Declared by _____
(Mayor/Reeve) (name of Mayor/Reeve)

This incident presents such an extreme emergency within that there is not sufficient time to convene a regular constituted meeting of the Council of this _____
(RM or town)
and as defined under the Act I make this declaration immediately on behalf of the RM of Dufferin / Town of Carman.

Dated this _____ of _____ 20____.
(day) (month) (year)

(Signature of Mayor/Reeve)

Manitoba State of Local Emergency Declaration Form

This document is meant to supplement the council resolution passed by council, quorum of council or by the Mayor or Reeve in special circumstances. Please submit a copy of the council resolution and the completed State of Local Emergency Declaration form to the Manitoba EMO Duty Officer via email at emodutyofficer@gov.mb.ca

Local Authority:		Type of Disaster:	
Prepared By:		Prepared Date:	
SoLE Start Date:		SoLE End Date:	
Resolution #:		Resolution Included:	Yes No
SoLE Type:	Initial Extension	Extension:	# to

Emergency Powers:

When declaring a State of Local Emergency, a local authority has access to, but not limited to, the following powers to prevent or limit loss of life and damage to property or the environment.

- ☐ Cause emergency plans to be implemented;
- ☐ Utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of any emergency or disaster;
- ☐ Authorize or require any qualified person to render aid of such type as that person may be qualified to provide;
- ☐ Control, permit or prohibit travel to or from any area or on any road, street or highway;
- ☐ Cause the evacuation of persons and the removal of livestock and personal property and make arrangements for the adequate care and protection thereof;
- ☐ Control or prevent the movement of people and the removal of livestock from any designated area that may have a contaminating disease;
- ☐ Authorize the entry into any building, or upon any land without warrant;
- ☐ Cause the demolition or removal of any trees, structure or crops in order to prevent, combat or alleviate the effects of an emergency or a disaster;
- ☐ Authorize the procurement and distribution of essential resources and the provision of essential services;
 - ☐ Regulate the distribution and availability of essential goods, services and resources;
- ☐ Provide for the restoration of essential facilities, the distribution of essential supplies and the maintenance and co-ordination of emergency medical, social and other essential services;
- ☐ Expend such sums as are necessary to pay expenses caused by the emergency or disaster.

Description of Event: *(must describe the major emergency or disaster that is the subject of the declaration)*

Authorizing Signature: _____ **Date:** _____

Manitoba EMO Form #: xxxx (2022)

ABSENCE OF A QUORUM OF COUNCIL

DECLARATION OF A STATE OF LOCAL EMERGENCY (SOLE)

The RM of Dufferin / Town of Carman

DATED - _____ 20__

WHEREAS the RM of Dufferin/Town of Carman is experiencing a full power outage, no phone service, no water service and a snow storm, that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the RM of Dufferin/Town of Carman and to prevent damage to property within those boundaries; and

WHEREAS these conditions present such an extreme emergency within the RM of Dufferin/Town of Carman that there is not sufficient time to convene a regularly constituted meeting of the Council of the RM of Dufferin/Town of Carman but rather this emergency compels me to respond to this emergency immediately on behalf of the RM of Dufferin/Town of Carman; now

THEREFORE, pursuant to Section 11(2) of *The Emergency Measures Act*, Chapter E80 of the Continuing Consolidation of the Statutes of Manitoba, I _____
(name of Mayor/Reeve)
of the _____ declare that a state of local emergency exists in
(RM of Dufferin/Town of Carman)
the _____ from this day to the ____th day of _____ 20__.

(Mayor/Reeve)

(name of Mayor/Reeve)

(signature of Mayor/Reeve)

(CAO TOC/RM)

(Emergency Coordinator)

DECLARATION OF AN EMERGENCY PREVENTION ORDER
The RM of Dufferin/Town of Carman

Dated - _____ 20__ at _____ (a.m./p.m.)

WHEREAS the RM of Dufferin / Town of Carman is encountering overland flooding, that requires prompt action in order to mitigate the threat before conditions worsen and an emergency occurs; and

WHEREAS this threat, if unaddressed, may threaten the life, property or environment of people located within the municipality; and

WHEREAS it is deemed necessary to take action in order to limit or eliminate the threat to life, property or the environment.

THEREFORE BE IT RESOLVED THAT pursuant to Section 8.2(1) of *The Emergency Measures Act*, Chapter E.80 of the Continuing Consolidation of the Statutes of Manitoba, the Council of the RM of Dufferin/Town of Carman pass an Emergency Prevention Order to allow for limiting access, closing or cutting roadways, evacuating people and/or livestock and to access private property without warrant,

From this ____ day of _____, 20__ to the ____ day of _____, 20__.

(Mayor/Reeve)

(Moved by Councillor)

(Seconded by Councillor)

TERMINATION OF STATE OF LOCAL EMERGENCY

PURSUANT to Section 8.2(2) of *The Emergency Measures Act*, the Council of _____ declares that the State of Local Emergency is terminated in the _____.
(name of local authority) (name of local authority)

Dated this _____ of _____ 20____.
(day) (month) (year)

Moved by Councillor _____
(name of councillor)

Seconded by Councillor _____
(name of councillor)

Per: _____
(name of chairperson)

_____ of the _____
(name of Mayor/Reeve) (name of local authority)

[illegible]

[illegible]

RM TOC Emergency Response Plan 2026

EOC WORKSTATION ACTIVITY LOG

Workstation: _____ Event Name: _____ Date: _____

Local Time	Duty Person	Activity/Action/Request	Completed [Y/N]	Initial

Outstanding issues:

[illegible][illegible]

Municipal Situation Report – EMO



MANITOBA EMO - MUNICIPAL SITUATION REPORT

Event: _____

Municipality: _____ Contact person: _____ Date: _____

Contact #: _____ Fax #: _____ # of Pages: _____

Manitoba Emergency Measures Organization is requesting the following information to ensure the coordination of provincial government resources in support of the pending current situation. The second page of this document provides specifics on the type of information we are requesting. *Your information will be kept confidential and will be used only to inform our internal activities*; it does not replace or prejudice any impact assessments that will be done to assess the event afterward. If you have no information to report, please return this fax with that notation.

Please answer the following questions and return to Manitoba EMO via fax at (204) 945-4620. If you have any questions, please call your Manitoba EMO Emergency Officer.

1. LOCAL CONDITIONS

What are your current conditions?

What conditions do you expect in the next 48 hours?

a. Road Closures

Closed road information is relayed to emergency services personnel who will use this information to determine best route based on road closures. It is also important to report when a road has been re-opened so emergency services can begin to use the road again.

Municipal Rd	Length Closed (km)	From	To	Closure Type (Closed, Closed-local traffic only, Reopened)

2. RESPONSE ACTIONS TAKEN

APPENDIX E – PANDEMIC PLAN/BUSINESS CONTINUITY



3 0 TOC-RM
Pandemic Business C

APPENDIX F – EQUIPMENT AND SUPPLIES LIST

EOC and Reception Centre

Equipment/Supplies

Abbreviations

EOC Primary Emergency Operations Centre - Carman Town Hall

Basement

RC Primary Reception Centre - Carman Community Hall

MEC Municipal Emergency Coordinator Office - Carman Town Hall

Basement

Pri Priority 1 considered essential, Priority 2 considered desirable

Ser	Loc	Pri	Item	#	Stored/Comment	Resupply
1	EOC	1	Tables min 3x3 or 3x4 for MEC, PIO, Scribe, spare	4	EOC	N/A
2	EOC	1	Tables min 3x6 for Ops, Log, Fin and Admin	3	EOC	N/A
3	EOC	1	Chairs	8	EOC	N/A
4	EOC	1	Telephone ideally wireless for MEC, Operations, Public Line (Scribe), Scribe	4	Avail in Community Offices, but not EOC	N/A
5	EOC	1	WIFI access	1	Installed	N/A
6	EOC	1	Laptops for MEC, Scribe and Log	3	MEC has one	Town/RM offices
7	EOC	1	Printer	1	MEC	Town/RM offices
8	EOC	1	Scanner	1	MEC	Town/RM offices
9	EOC	1	Fax	1	Town/RM offices	N/A
10	EOC	1	Generator		Town / PW / Fire Hall / Community Hall / R.M. Of Dufferin Shop	
11	EOC	1	Maps 1:50,000 maps to cover RM plus 10 km for MEC and Ops	2	MEC	RM CAO
12	EOC	1	Municipal maps for MEC and Ops	2	MEC	Town CAO
13	EOC/RC	1	Extension Cords 50 ft	4	MEC	Commercial
14	EOC/RC	1	White Boards 4 x 4, MEC, Ops and Log	4	MEC	Commercial
15	EOC/RC	1	White Board Markers - packages	4	MEC	Commercial
16	EOC/RC	1	White Board Erasers	4	MEC	Commercial

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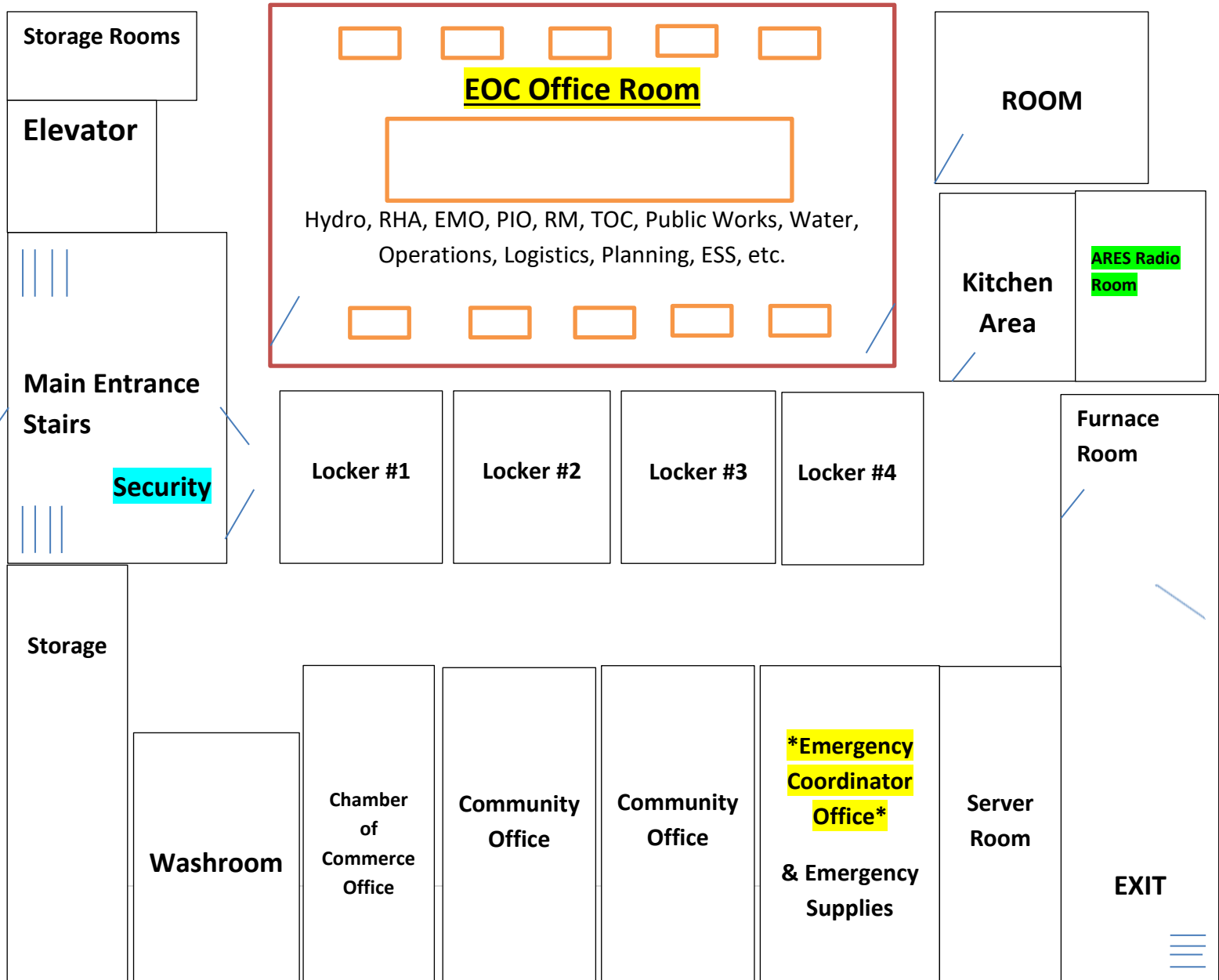
17	EOC/RC	1	50 L plastic totes	4	MEC	Commercial
18	EOC/RC	1	Duct tape rolls	6	MEC	Commercial
19	EOC/RC	1	Masking tape rolls	6	MEC	Commercial
20	EOC/RC	1	Sharpie pens	6	MEC	Commercial
21	EOC/RC	1	Marker pens packages of 4 colours	6	MEC	Commercial
22	EOC/RC	1	Pens min number	24	MEC	Commercial
23	EOC/RC	1	Pencils min number	24	MEC	Commercial
24	EOC/RC	1	Pencil sharpener	1	MEC	Commercial
25	EOC/RC	1	Note pads	12	MEC	Commercial
26	EOC/RC	1	Stapler	2	MEC	Commercial
27	EOC/RC	1	Scissors	2	MEC	Commercial
28	EOC/RC	1	Three hole punch	1	MEC	Commercial
29	EOC/RC	1	Two Hole Punch	1	MEC	Commercial
30	EOC/RC	1	Hardboard clipboard with 2-hole arch clip	12	MEC	Commercial
31	EOC/RC	1	File folders legal size	120	MEC	Commercial
32	EOC/RC	1	Sign-in sheets	24	MEC	Local Print
33	EOC/RC	1	Log sheets for use in the event WEBEOC fails	100	MEC	Local Print
34	EOC/RC	1	Message pads	24	MEC/RC	Commercial
35	EOC/RC	1	First Aid Kit	2	MEC/RC	Drug Stores
36	EOC/RC	1	Flashlights	5	MEC/RC	Commercial
37	EOC/RC	1	AA cell batteries	48	MEC/RC	Commercial
39	EOC/RC	1	Insect Spray	12	MEC/RC	Commercial
40	EOC/RC	1	Sunscreen	12	MEC/RC	Commercial
41	EOC/RC	1	ID Card Pouches	24	MEC/RC	TBD
42	EOC/RC	1	ID Cards with photos for staff	-	MEC/RC	TBD
43	EOC/RC	1	Safety Vests	24	MEC/RC	Commercial
44	EOC/RC	1	Work Gloves	24	MEC/RC	Commercial
45	EOC/RC	1	Nitrile Gloves	200	MEC/RC	Commercial
46	EOC/RC	1	Post-it Notes	24	MEC/RC	Commercial
47	RC	1	Cots	25	RC	Commercial
48	RC	1	Blankets	25	RC	Commercial
49	RC	1	Pillows	25	RC	Commercial
50	RC	1	ESS registration forms	250	RC	Local Print
51	EOC	2	Magnetic Signs for private vehicles used during emergency	-	MEC	TBD
52	EOC/RC	2	Label Maker	2	MEC/RC	TBD
53	RC	2	Wireless access	1	Not installed	N/A

RM TOC Emergency Response Plan 2026

Inventory	Location	Restocking

APPENDIX G –Floor Plan of EOC

Emergency Operation Center (EOC) Floor Plan – Memorial Hall



APPENDIX H - ESS Registration Form & Guidelines

ESS Registration Form

Date of Evacuation: _____

Date of Registration: _____

Municipality / City/ Town: _____

Registration #: _____

Event Name: _____

CONFIRMED IDENTIFICATION – NEED LEGAL ADDRESS AS REFLECTED ON ID

PLEASE PRINT (Adult children living at home have their own registration form)

Applicant Name (Last / First / Middle)	Date of Birth (Month, Day, Year)	Age
(M / F)		
Co-Applicant Name (Last / First / Middle)	Date of Birth	Age
(M / F)		
Children under 18 (Last / First / Middle)	Date of Birth	Age
(M / F)		
(M / F)		
(M / F)		
(M / F)		
(M / F)		

Temporary Address during evacuation:

 Cell/Phone _____

Permanent Home Address:

Street or Legal Name _____
 P.O. Box # _____
 City/Town _____
 Cell/Phone _____
 Email _____

Special Circumstances: _____

Pets: _____

Overland Flood Insurance: ☐ Yes ☐ No ☐ Unknown Homeowner Insurance: ☐ Yes ☐ No

Local Authority Signature: _____ Evacuee Signature: _____

This information is collected on this form under the authority of The Emergency Measures Act and is necessary for administrative purposes and may be shared with other public bodies, organizations and/or agencies to enable the provision of emergency services. Disclosure of personal information is subject to the provision of the *Freedom of Information and Protection of Privacy Act*.

Provincial ESS Signature: _____ Date: _____



EMERGENCY SOCIAL SERVICES (Municipal and Provincial Response)

AS OF APRIL 1, 2019

GUIDELINES



APPENDIX I – HRVA - INCIDENT PROCEDURE for Blizzard (“Trifecta”)

*No Power * No Phones * No Water* - All Highways Closed

Pre- Incident

- Remind community about having their 72 hour prepared kit ready & stocked
- Initiate possible early school dismissal – no school bus transportation – billeting of students
- Initiate possible highway closures (discuss with RCMP) – to reduce/eliminate vehicle incidents & stranded travelers
- Have emergency personnel on stand-by. Fire Dept., Hospital staff, EMS, PW
- Generators at the Memorial Hall (EOC) & WTP, Firehall & RM Shop & Carman Community Hall and with fuel available.

Incident

- MEC will contact the EMT team to gather at the Memorial Hall to have a discussion on the situation. If communication system is down, the EMT team should set out to get to the Memorial Hall via own vehicle or walking as soon as safely able to – a vehicle or alternate means of transportation may need to go to EMT team members residence to pick-up & transport.

Declaring State of Local Emergency (SOLE)

- MEC will initiate discussions with EMT team whether to initiate a State of Local Emergency (SOLE). Refer to Appendix D for Municipal forms. Documentation of time declared and recording of all information/meetings going forward during incident must commence.
- Contact EMO duty officer immediately 1-204-945-5555
- If communication is lost/not available, one may have to go out and search for access to communication (e.g. @ Jordan Corner) to reach EMO & other service providers (e.g. MB Hydro, radio stations, social media)
 - o This will only be done if road travel is safe.
- Can communication be established through the RCMP, Fire Department, EMS & Dispatch?
 - o Requires discussions with stake holders.
 - o Amateur Radio Emergency Service radio communication
 - Personnel are remote to TOC & RM
 - Discuss further
- MEC will activate the EOC (located at Memorial Hall)– list will be used to contact or have vehicles pick up members from residences (members not able to drive due to poor weather/road conditions & not able to contact via phone)
- MEC will establish meeting times to have updates on incident @ EOC, especially when communication cannot be established (no phones/cell phones/landlines)
- Key organizations to have at the discussions are RCMP, MB Hydro, PW, WTP, Municipal Administration, Fire Department
- The Provincial Government may also declare a state of emergency - when this occurs, the PW will have to follow direction from the Provincial Gov't first – e.g. Municipal Equipment used to plow roads for Hydro workers to restore power

Evacuations

- Initially in this type of incident there would be no evacuations – public needs to be sheltered in place (if possible) until conditions improve and services are restored e.g. Hydro
- Duration of lack of Hydro & water will determine the time to open the Reception Center (primary RC location is the Carman Community Hall)
- Highways need to be closed for public use to allow emergency equipment access to areas needing emergency assistance – Fire Department may be used to have their apparatus for blocking access to highways (be aware that the public may respond negatively to this)
 - o Discuss alternate means / Department(s) for this.
 - o F.D. vehicles may have to respond to emergency situations.
- Fire Department Hall will be open & manned in shifts during incident (24/7 until the status of incident has improved/subsided & approved by Fire Chief –MEC
- Pre-cautionary boil water advisory should be placed due to the WTP being without power for some time. The advisory may be lifted once the water testing has been completed and has met proper standards.

Anticipating Resource Needs

- Fuel will be needed for ongoing use of generators & equipment in the community. Check on the local status of fuel in community and if needed, contact fuel supplier from outside the incident area to have surplus fuel on hand for use.
- Organize food and water for workers who are on the incident e.g. PW, RCMP, Fire Dept., EMS, Hydro workers, equipment operators.
- Hydro needs to be restored as soon as possible as it is needed at the WTP, pumping station and for heating purposes.
 - o WTP – generator power in place
 - o PVWC – generator power / operator ability to respond to work location
- Communication is also needed to be established with the community as quickly as possible, due to contacting residents (wellness checks) and updating community on the status of the incident.

Anticipating or Occurring Issue

- The Reception Center may need to be opened to assist stranded travelers or residents that are ill prepared for the incident. The Reception Center located at the Carman Community Hall has a standby generator; who ensures start-up at power loss and opening.
- Food and water to be brought to the center for distribution to impacted residents.
- Posters may need to be placed throughout community to advise residents (due to lack of communication) of location of reception center, advise residents to remain home and that the highways are closed. If they travel on highways/roads, they do so at their own risk.
- The Fire Dept. may need to be issued to go door to door within the community to check on wellbeing of residents and to reassure the public of the status of the incident. This needs to happen especially when there is no communication in community. This may alleviate the panic that residents may experience when not knowing or understanding what is happening in this incident

- An issue that can arise is family members outside of the community needing to know the status of their family members within the affected community. Wellness checks can be done, but the issue of communication can make this difficult.
- Having the PW equipment operators monitoring/clearing the roads, streets before the incident and ongoing during the incident.

Impacts on Community & Stake Holders

- Having a Reception Center open to the public is important, not only for supplies that may be needed, but also for the psychological needs of the residents- not having connections to others (cell phone, internet, Facebook etc.)
- The status of the residence in the Boyne Towers – this building is independent living and they were not prepared for such an incident. Wellness checks were done but a better ERP needs to be in place for the residents of this building.
- Once the power is back on, false alarms may be triggered within the community as alarm systems are being re-established
- Fires may occur in residences as the power is back on and the stove/elements/ovens/heaters are now engaged with a power/heat source.
- The Reception Center's primary location is the Carman Community Hall – back up power generator is now in place.. When it has been confirmed that there will be citizens needing to be placed overnight or for an extended period of time, Emergency Social Services will be implemented – inquiring & documenting the needs of the citizens and their addresses who are affected – refer to Appendix H for ESS form
- Community needs to know and have preventable measures in place as to why the community had no cell phone service and no landline phone service.
 - o Post 2019 after action report to be reviewed/discussed.
- The temperature can have a huge impact on this type of event. Freezing temperatures could increase issues – residents seeking warmth, water lines freezing are just a few examples.

APPENDIX J – HRVA - INCIDENT PROCEDURE – Toxic Product Release and/or Industrial Fire

- 9-1-1 will be called and the Fire Department, RCMP will be dispatched to scene
- Upon scene arrival – Emergency Services would assess & secure the scene
- Possible threat to life & property
- Environmental Impact on soil, water & air contamination
- Fire & explosion
- Evacuations
- Traffic disruptions
- Disruption of Business/Industrial activities

Declaring State of Local Emergency (SOLE)

- MEC may be contacted along with Municipal Administration to initiate a state of local emergency and then contact EMO Duty Officer 1-204-945-5555

Evacuations

- Wind direction will need to be assessed and communication / information distributed to affected residents, schools, child care facilities, hospitals, personal care facilities, businesses and residents with special needs that would need to be evacuated or sheltered in place.
- Verification that all citizens affected have left their homes
- Security of evacuated area
- Transportation needs of the evacuees
- Alternate travel routes (detours) & possible highway closures may have to be made for traffic.
- Assembly Area may be located/set up at the Carman Community Hall (Reception Center) and/or Carman Arena.

Anticipating or Occurring Issue

- Evacuating and Communication to affected citizens will need to be done in a calm & organized manner to reduce anxiety/hysteria. The Emergency Social Services will need to be initiated to assist citizens at the Assembly Area. Food, water and essential supplies may need to be brought in for the evacuated citizens for the duration of the incident.
- Outside organizations may need to be contacted to assist in the efforts of remedying the situation & clean up – e.g. Hazmat Ops, other Fire Departments. A supply of food and water to the Emergency Services personnel will be needed.
- Hydro may need to be contacted to disconnect services in the area- e.g. natural gas lines and power lines – potential fuel hazards removed from the area.
- Patrolling/Security of the evacuated areas may be needed to keep the area safe from vandalism and break-ins of residences and businesses.

Impacts on Community

- Confirm that areas that were evacuated are clear of contaminants/hazards and that re-entry may commence. Food in businesses and residences may contain residue of toxin. Water sources may have been contaminated.
- To meet the needs of evacuees, ESS may need to be initiated.

RM TOC Emergency Response Plan 2026

- Regular daily activities may begin after incident but some lost revenue to businesses, lost wages for employees and lost school days may occur during the incident/evacuation.
- Affected citizens may have ill effects after the incident – health information will need to be given to watch for sign/symptoms.
- Initiate preparation & safety of community for re-entry
- Re-establishing utilities & services to community

APPENDIX K – HRVA - INCIDENT PROCEDURE – FLOODING

- Preventative maintenance of drainage ditches, bridges and roads should occur throughout the Municipality every year
- Seasonal weather and water levels need to be monitored.
- Possible threat of life and property loss to be reviewed
- Environmental impact - soil and water contamination
- Evacuations of affected citizens
- Traffic disruption
 - o Road closures – Municipal / Provincial
- Disruption of business/industrial activities
- School closures

Declaring State of Emergency

- If there is a threat to the community a SOLE will be declared and EOC will be activated at Memorial Hall
- An assessment of high-risk areas will be needed
- Documentation of all events going forward
- Assessing water levels, weather and monitoring ice jams by bridges
- Alerting the citizens in the affected areas – via phone calls, Alert Ready app & social media
- Sandbags will be needed and possible use of a Tiger Dam (Fire Dept. is trained in the use of this device) – 20,000 sandbags used in the 2017 Flood
 - o Discuss re-training (Initial was April 2019)
 - o Rolls of plastic; how many were used & do we need to stockpile in wetter years
 - o Sand Bags;
 - Available trucks for transport – RM / TOC / Private
 - Available trailers(maintained) for transport – RM / TOC / Private
 - Available equipment & pallets to load bags
- Volunteers will be needed to fill & set up sandbags
 - o Social media, Radio, word of mouth
- A schedule for monitoring ice jams and when sandbags will be needed
 - o Personnel / Department

Evacuations

- Establishing & maintaining an orderly evacuation
- Verification that all citizens affected have left their homes/property
- Security for evacuated area
- Transportation needs for evacuees

Anticipating or Occurring Issue

- Meeting the needs of evacuees, the ESS may need to be initiated and the Reception Center activated
- Possible boil water advisory
- Schools may be closed
- Monitoring of water levels, ice jams is ongoing-monitor bridges
- Updates to the public will need to be accurate and done frequently – through social media, radio etc.

- Asking for volunteers for sandbagging – sandbaggers could be community organization like hockey teams, church group etc.
- Schedules will need to be established
- Food & water supplies to the volunteers will be needed

Impacts on Community

- Initiate preparation & Safety of community for re-entry
- Establishing utilities & services in the community
- Meeting the needs of evacuees through ESS
- CIA and DFA's may need to be filled out – damage to bridges, roads, equipment, and infrastructure
- DFA's for affected property owners
- Red Cross Flood Clean up Kits may need to be distributed to the affected property owners
- Documentation on - # of volunteers, list of volunteers
of sandbags used
of houses flooded, list of houses flooded
of evacuees, list of evacuees

Date: _____

Total Hours	
-------------	--



SANDBAG DIKE CONSTRUCTION

Disclaimer: This document provides information that may be insufficient in addressing all your concerns about sandbag dike construction. We suggest you contact your local municipal authorities for additional information and guidance.

SAFETY TIPS FOR LEADERS AND VOLUNTEER WORKERS

- Individuals with a medical condition that would make it dangerous for him/her to participate should avoid taking part.
- Register all persons involved and deliver the registration sheet to the community Emergency Coordinator.
- Wear protective gear such as steel toed boots, hat, safety glasses, gloves, sunscreen, etc.
- Ensure there are sufficient potable water and bathroom facilities. Take regular water breaks.
- Be attentive of large equipment moving in the area.
- Be aware of floodwater dangers:
 - Contamination
 - Varying water flow and strong undercurrents
 - Floating debris
- Adhere to proper sandbag handling technique:
 - Do not bend more than 20 degrees in any direction while handling sandbags.



- Keep heavy weights below shoulder height, above knees and close to the body. Limit reaching with arms when passing the sandbags.



- Pivot feet and do not twist through the back while handling sandbags.
- Do not throw sandbags.

FILLING SANDBAGS

- Fill sandbag to half its capacity (no more than 40 lbs) with sand, clay or silt.
- Fold or tie the flap (tying or sewing is not necessary).
- Do not drag the bags (this could cause lower back injury and bag to weaken).
- When forming a line to pass sandbags, face each other and stand no more than one to two feet apart. If there are not enough people to form a continuous line, use a wheelbarrow to move sandbags.

BUILDING A SANDBAG DIKE

- Location:
 - Base area of dike should be clear of snow and ice.

RM TOC Emergency Response Plan 2026

MUNICIPAL ROAD CLOSURES / RE-OPENING REPORTING FORM

- Send all complete forms to MTCC by Email: emsroadclosures@gov.mb.ca or fax: (204) 571- 8894.
- The purpose of this form is to provide up to date information to MTCC for ambulance dispatch on the current status of municipal roads affected by flooding to ensure a timely and safe response is provided to citizens and communities in Manitoba.
- It is important to report all flood related municipal road closures / re-openings as soon as possible.
- For all inquiries, please contact MTCC at 204-571-8867

Reported by	Telephone	Email Address
Date	Municipality	

Municipal Road Status (Closed or Re-Opened)	Date	Road # (eg. Rd 55N)	Location (eg. 12Wto13W)	Reason for Closure	Comments

APPENDIX L – R.M. OF DUFFERIN TOWN OF CARMAN DROUGHT PLAN



4.0 Carman
Dufferin DROUGHT

APPENDIX M – *The Emergency Measures Act*



e080.pdf

