

MINISTRY OF NORTHERN DEVELOPMENT AND MINES

EMERGENCY RESPONSE PLAN

FOR

**ANY EMERGENCY THAT REQUIRES THE SUPPORT OF
PROVINCIAL EMERGENCY MANAGEMENT IN
NORTHERN ONTARIO**

October 2005

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RECORD OF AMENDMENTS

Draft 1
Final
Revised

January 13, 2005
July 17, 2005
October 31, 2005

INTRODUCTION

The Northern Development Division (NDD) of the Ministry of Northern Development and Mines (MNDM) has prepared this Emergency Plan in accordance with the *Emergency Management Act*, R.S.O. 1990, Chapter E.9, which requires every municipality and ministry designated by the Lieutenant Governor in Council to develop an Emergency Management Program. The legislation requires that an Emergency Management Program consist of:

- (a) an emergency plan as required under Section 6 of the Act;
- (b) training programs and exercises for Crown employees and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- (c) public education on risks to public safety and on public preparedness for emergencies; and
- (d) any other element required by the standards for emergency management programs set under section 14 of the Act.

The *Emergency Management Act*, R.S.O. 1990, Chapter E. 9 and the accompanying Order-In-Council administered by the Minister of Community Safety and Correctional Services (MCSCS) assign special responsibility to designated ministries in dealing with specific types of emergencies. MCSCS has responsibility for coordination of provincial emergency management. Emergency Management Ontario facilitates with coordination through the activation of the Provincial Emergency Operations Centre. The PEOC coordinates the provincial emergency response.

Thirteen ministries have been designated special areas of responsibility under Order-in-Council (OIC) 1492/2005 for the formulation of emergency plans for the provision of necessary services during an emergency. MNDM has been designated special areas of responsibilities for ***abandoned mine hazards*** and ***any emergency that requires the support of provincial emergency management in Northern Ontario***. The ministry is required to formulate emergency plans to address these areas.

This plan specifically addresses MNDM's support to any emergency that requires the support of provincial emergency management in Northern Ontario.

Local governments at the municipal level have primary responsibility for emergency response and recovery. The provincial government acts in support of the local government. In the case of areas without municipal structure, the province is responsible for coordinating the response to an emergency.

The extent of the emergency response depends upon the nature and severity of the incident.

AIM

The aim of this plan is to set out the procedures and arrangements for MNDM's response in support of other designated ministries in the event of an emergency.

DECLARATION OF AN EMERGENCY

Typically, a declaration of emergency should be made at the lowest level of jurisdiction and should only be made where extraordinary powers or measures have to be applied to mitigate the effects of an emergency. The head of council of a municipality may declare that an emergency exists in the municipality or for a part of the municipality and may take such actions and make such orders as necessary to implement the emergency plan of the municipality. The Solicitor General must be informed by the head of council of a declaration of an emergency and/or declaration as to termination of an emergency.

In accordance with the *Emergency Management Act*, the Premier of Ontario may declare that an emergency exists throughout Ontario or in any part of the province and may make such orders as necessary to implement the emergency plans formulated by Order-in-Council ministries. The Premier of Ontario may at any time declare that an emergency has terminated.

A provincial emergency does not need to be declared in order for the province to provide resources in support of an emergency declared by a community.

MINISTRY ACTION GROUP (MAG)

The Ministry Action Group (MAG) is responsible for leading, managing and coordinating MNDM's response to an emergency situation requiring an extraordinary response that falls within MNDM's special area of responsibility, namely, ***MNDM's support to provincial emergency management in Northern Ontario.***

The Assistant Deputy Minister of the Corporate Management Division is the Chair of the MAG and the Executive Lead for Emergency Management for MNDM. Through the Executive Lead, the MAG reports to the Deputy Minister.

a) Composition

MAG is comprised of the following staff positions. For each position, an alternate staff person has been assigned. See Appendix A for MAG primary and alternate staff contact names and telephone numbers.

Position	Section/Branch	Division/Office
Emergency Management Coordinator	Human Resources	Corporate Management Division
Assistant Deputy Minister and CAO (Chair)		Corporate Management Division
Director	Mineral Development and Lands	Mines and Minerals Division
Senior Manager	Resident Geologist Program	Mines and Minerals Division
Senior Manager	Communication Services	Deputy Minister's Office
Senior Manager	Controllership Office	Corporate Management Division
Director	Regional Economic Development Branch	Northern Development Division
Executive Assistant		Deputy Minister's Office
Manager	Development and Maintenance I & IT	Corporate Management Division
Director, Legal Services	Legal Service	Deputy Minister's Office

b) Emergency Operations Centre

The _____ has been designated as MNM's Emergency Operations Centre (EOC). The alternate site is MNM's, _____.

MAG representatives or their alternates will be required to report to the EOC upon **Full MAG Activation**. MAG members not located in Sudbury will be linked to the EOC via teleconference.

c) Notification Procedures

In the event of an emergency, the Emergency Management Coordinator will contact the Chair of MAG to determine whether the notification procedure for **Full MAG Activation** or **Partial MAG Activation** is to be implemented.

When the **Full MAG Activation** notification procedure has been implemented, the Emergency Management Coordinator will be responsible for contacting each member of the MAG in the order identified in Appendix 2. Alternates will only be contacted if the primary contact cannot be reached. MAG representatives/alternates will be required to meet immediately at MNM's EOC. If the primary EOC is not available, MAG will convene at MNM's alternate EOC.

In the case of **Partial MAG Activation** for MNDM's OIC responsibility, **Support to Provincial Emergency Management**, the Emergency Management Coordinator will be responsible for contacting the Director, Regional Economic Development Branch, to implement MNDM's emergency response.

d) Responsibilities

MAG has been assigned the following responsibilities:

- authorizing expenditures to implement the emergency response plan
- discontinuing routine ministry services in order to free up resources for emergency response
- calling in ministry employees and equipment
- arranging for services and equipment from volunteer agencies and private contractors not normally under ministry control
- requesting assistance from other ministries and federal departments or from communities not affected by the emergency

NORTHERN DEVELOPMENT EMERGENCY LIAISON TEAM

a) Composition

The Director, Regional Economic Development Branch, will act as the lead for the Northern Development Emergency Liaison Team. The team will be comprised of the following positions which will be assigned to specific emergencies as required:

Position	Branch
Director (Lead)	Regional Economic Development Branch
Director	Programs, Services and Transportation Branch
GIC Area Manager – NE	Programs, Services and Transportation Branch
GIC Area Manager – NW	Programs, Services and Transportation Branch
Manager, Programs and Transportation Unit	Programs, Services and Transportation Branch
Manager, Sudbury Area Team	Regional Economic Development Branch
Manager, North Bay Area Team	Regional Economic Development Branch
Manager, Sault Ste. Marie Area Team	Regional Economic Development Branch
Manager, Timmins Area Team	Regional Economic Development Branch
Manager, Thunder Bay Area Team	Regional Economic Development Branch
Manager, Kenora Area Team	Regional Economic Development Branch
Manager, Coordination and Analysis Unit	Regional Economic Development Branch
Manager, Grow Bonds	Regional Economic Development Branch
Manager, NDCs	Regional Economic Development Branch
Manager, Go North	Regional Economic Development Branch

b) Notification Procedure

Upon implementation of the **Partial MAG Activation**, the REDB Director will notify each member of the Northern Development Emergency Liaison Team via telephone, and a teleconference will be convened. The team

will develop a strategy in support of provincial emergency management including staff to be deployed to respond accordingly. See Appendix 3 for the contact names and telephone numbers for the Northern Development Emergency Liaison Team.

c) ND Emergency Management Liaison Team Responsibilities

The ND Emergency Management Liaison Team will be responsible for coordinating MNDM's OIC responsibilities in support of provincial emergency management in Northern Ontario. The liaison team will:

- support emergency response operations that are being coordinated by the PEOC or another ministry that has been assigned lead responsibility in Northern Ontario;
- provide intelligence on the current situation in local communities in Northern Ontario
- liaise with heads of municipal councils and Chairs of LSB Boards or their respective delegates regarding an emergency affecting a northern community or communities
- assist with communicating information and government messaging to northern communities
- assist with communications between local emergency response teams, EMO and other ministries
- provide local intelligence to address equipment and material requirements, and personnel to support emergency response operations in Northern Ontario, as required and available

PLAN MAINTENANCE

This plan will be reviewed annually and, where necessary, revised and forwarded to EMO.

APPENDIX 1
Ministry Action Group and Alternates Phone List

APPENDIX 2
Ministry Action Group Notification Procedures

APPENDIX 3
Northern Development Emergency Management Liaison Team

APPENDIX 4
Ministry/Agency Emergency Contact Information

EMO - Toronto (416) 314-8595
Duty Officer (416) 314-0472/-473
(After Hours - See OPP)

OPP General Headquarters - Orillia (705) 329-6950

MOE Spills Action Centre - Toronto (416) 325-3000
Toll Free (Spill Reporting) - 1 (800) 268-6060

MNR Aviation, Flood & Fire Management - Sault Ste. Marie (705) 945-5700