

**Ministry of Northern Development, Mines
and Forestry**

Order in Council

Emergency Response Plan

FOR

**Any Emergency that Requires the
Support of Provincial Emergency
Management in Northern Ontario**

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RECORD OF AMENDMENTS

Draft 1	January 13, 2005
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Revised	October 31, 2005
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Revised	June 26, 2007
Revised	January 02, 2009

INTRODUCTION

The Northern Development Division (NDD) of the Ministry of Northern Development, Mines and Forestry (MNDMF) has prepared this Emergency Plan in accordance with the *Emergency Management and Civil Protection 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 and Civil Protection 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) assigns 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. MNDMF 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 MNDMF'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 MNDMF'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 and Civil Protection 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 MNDMF's special area of responsibility, namely, ***MNDMF'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 MNDMF. Through the Executive Lead, the MAG reports to the Deputy Minister.

a) **Composition**

MAG is comprised of the Emergency Management Unit staff and representatives from key operations divisions and from the I & IT Land and Resources Cluster. For each position, an alternate staff person has been assigned.

b) **Emergency Operations Centre**

The seventh floor, Deputy Minister's Boardroom, 159 Cedar Street, Sudbury has been designated as MNDMF's Emergency Operations Centre (EOC). The alternate site is MNDMF's, Willet Green Miller Centre, 933 Ramsey Lake Road, Sudbury, in the 6th floor boardroom.

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. Alternates will only be contacted if the primary contact cannot be reached. MAG representatives/alternates will be required to meet immediately at MNDMF's EOC. If the primary EOC is not available, MAG will convene at MNDMF'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 MNDMF'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	Strategic Development Branch
Manager, Special Projects	ADM's Office
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	Strategic Development Branch
Manager, Grow Bonds	Strategic Development Branch
Manager, Northern Growth Plan /Northern Development Councils	Strategic Development Branch
Manager, Programs and Transportation Unit	Strategic Development Branch
Manager, Trade, Investment & Strategic Sectors Unit	Strategic 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 Chairs of LSB Boards or their respective delegates regarding an emergency affecting the LSB(s)
- ♣ assist with communicating information and government messaging to LSBs and other northern communities as required
- ♣ 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 3

Northern Development Emergency Management Liaison Team

NAME	LOCATION	BUSINESS #
a) Hial Newsome	Sudbury	(705) 564-7134
b) Faye Johnson	SSM	(705) 945-5903
a) Christine Hansen	Kenora	(807) 468-2938
b) Manager Thunder Bay Area Team	Thunder Bay	(807) 475-1573
a) Brian Pountney	Timmins	(705) 235-1654
b) Louise Brinkmann	North Bay	(705) 494-4176
a) Murray Morello	Sudbury	(705) 564-7519
b) Eileen Forestell	SSM	(705) 945-5839
a) Tom Marcolini	SSM	(705) 945-5836
b) Lisa Zanetti	Sudbury	(705) 564-7016
b') Harold Wilson	Thunder Bay	(807) 475-1518
a) Bruce Pollard	Sudbury	(705) 564-7520
b) Sharon Tansley	Sudbury	(705) 564-7115

Note: a) & b)/b') couplings above serve as reciprocal back-ups for each other and each individual is responsible for having the appropriate, up-to-date contact information on hand for their respective back-up partners.

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