

Emergency Plan
Municipality of Melita
Manitoba
2023

Table of Contents

1	ADMINISTRATION	4
1.1	INTRODUCTION	5
1.2	DEFINITIONS	6
1.3	AUTHORITY	7
1.4	DUTIES	8
1.5	STATE OF LOCAL EMERGENCY	9
1.6	COMMUNICATIONS	10
1.7	INCIDENT COMMAND	11
2	THE EMERGENCY OPERATIONS CENTRE	12
2.1	INTRODUCTION	13
2.2	STRUCTURE	13
2.3	DUTIES AND RESPONSIBILITIES	14
2.4	ALERTING AND INITIAL ACTION	16
2.5	LOGISTICS	19
2.6	STAFFING AND SECURING THE EOC	20
2.7	DAILY ACTIVITIES	20
2.8	DOCUMENTING THE EVENT	20
2.9	DISASTER FINANCIAL ASSISTANCE	22
2.10	CRITICAL MUNICIPALITY SERVICES	22
2.11	ANNEX A EOC ACTIVATION CHECKLIST	23
2.12	ANNEX D EOC SIGN IN SHEET	24
3	RESOURCES	25
3.1	INTRODUCTION	26
3.2	EMERGENCY FAN-OUT	26
3.3	EMERGENCY SERVICES	28
3.1	CENTRES	29
3.2	SCHOOLS AND DAYCARES	29

3.3	EMO CONTACT INFORMATION.....	30
4	EMERGENCY SOCIAL SERVICES	33
4.1	INTRODUCTION	34
4.2	RECEPTION CENTRE LOCATION	34
4.3	ESS DUTIES AND STAFF POSITIONS	34
4.4	EVACUATION	34
4.5	EVACUATION OF ANIMALS.....	36
4.6	RECEPTION	36
4.7	ANNEX A ESS COORDINATOR	37
4.8	ANNEX B RECEPTION MANAGER	38
4.9	ANNEX C LODGING MANAGER	39
4.10	FOOD SERVICES MANAGER	40
4.11	RECEPTION AND INQUIRY MANAGER.....	42
4.12	ANNEX H ESS LOG BOOK.....	43
5	RE-ENTRY AND RECOVERY.....	44
5.1	INTRODUCTION	45
5.2	RECOVERY.....	45
5.3	RE-ENTRY.....	45
5.4	COMMUNITY RECOVERY MEETING.....	46
5.5	RE-ENTRY CHECKLISTS	46
	APPENDIX A HAZARD ANALYSIS	48
	APPENDIX B MEMORANDA OF UNDERSTANDING	48
	APPENDIX C PUBLIC INFORMATION OFFICER GUIDANCE	49
	APPENDIX D FORMS	50
	APPENDIX E EMERGENCY MEASURES ACT	55
	APPENDIX E CHECKLIST: EXTREME FLOODING.....	56
	APPENDIX F CHECKLIST: EXTENDED POWER OUTAGE IN WINTER.....	58
	APPENDIX G CHECKLIST: SNOW OVERLOAD	59
	APPENDIX H CHECKLIST: FIRE DESTROYS WATER TREATMENT PLAN.....	60
	APPENDIX I EMERGENCY ASSET RESOURCE LIST	61

Melita Emergency Plan

1

ADMINISTRATION

1.1 INTRODUCTION

1.1.1 Purpose

The purpose of this Plan is to provide guidance for prompt and coordinated response to emergencies or disasters affecting the Municipality of Melita.

1.1.2 Responsibility

The responsibility for the health and welfare of the citizens of Melita lies with those citizens. They are responsible to deal with crises in the first instance and to have an individual or family plan to do so. Most emergencies beyond the individual capacity to cope are dealt with day-to-day by normal emergency services - police, fire, ambulance.

In the event that a major emergency proves beyond the capacity of citizens and of the normal emergency services, Council is responsible for managing the response.

Council is assisted in executing its responsibilities by the usual resources of the municipality, and by the Emergency Response Control Group (Control Group). This plan directs the actions of that group.

1.1.3 Priorities

The priorities of emergency response are as follows:

- Save lives
- Reduce suffering
- Protect public health
- Protect critical infrastructure
- Protect property
- Protect the environment
- Reduce economic and social losses

1.1.4 Guidelines

These guidelines follow the direction set out in Section 8 of The MB Emergency Measures Act.

1.1.5 Annual Review

The Plan shall be reviewed annually by the Control Group and approved by Council.

1.1.6 Hazard Analysis

This Plan is based on a detailed hazard analysis, the details of which are at Appendix A.

The three highest assessed risks as reviewed on 28 November 2022 are

1. Overland flooding;
2. Power outage of greater than 6 hours in winter; and
3. Failure of the primary potable water source from Melita Manitoba;

1.1.7 Memoranda of Understanding (MOU)

From time to time Council may enter into MOUs with municipalities, provincial government agencies or departments, non-governmental organizations or private businesses. These MOUs are gathered in Appendix B.

1.1.8 Public Education

It is the responsibility of citizens to be prepared for disaster. Public education to this end will be a Council responsibility.

1.1.9 Volunteers

Volunteers are part of the municipal emergency response. Volunteers are most effective if they are trained in their emergency role beforehand. To this end, Melita will conduct training exercises annually involving volunteers where possible. The exercises will be designed and conducted by the Municipal Emergency Coordinator (Coordinator.) They will normally involve some or all of municipal staff and Council in addition to volunteers. An after action review will be conducted by the Coordinator and presented to the Control Group.

1.2 DEFINITIONS

1.2.1 Emergency

for the purposes of this plan shall mean a present or imminent situation or condition that requires action by municipal resources to prevent or limit the loss of life, property or damage to the environment.

1.2.2 Control Group

shall mean the Mayor, operations manager, members of Council, Chief Administrative Officer, fire chief or chiefs and Coordinator. It is responsible for the control of emergency operations as delegated by Council.

1.2.3 Information Centre

shall mean a location for the gathering and transmittal of information. This may be the Emergency Operations Centre (EOC), other designated building, or a specific person or group of persons, dependent upon the scale of the emergency.

1.2.4 Incident Commander

shall mean the person or collective leadership team which has responsibility for managing the response to an emergency at the site or sites where the emergency is occurring. All personnel, equipment and other resources responding to an emergency shall come under the command of the Incident Commander.

1.2.5 Registration & Inquiry

shall mean the location for the registration of people affected by the emergency and for the distribution of information about their whereabouts.

1.2.6 Acronyms

CAO Chief Administrative Officer
EOC Emergency Operations Centre
EMO Emergency Measures Organization
IC Incident Commander
MEC Municipal Emergency Coordinator (Coordinator)
MOU Memorandum of Understanding
SOLE State of Local Emergency

1.3 AUTHORITY

1.3.1 Plan Approval

This Plan is authorized from time to time by Resolution of Council. [Resolution of Council #2022 - 319]

1.3.2 Delegation of Authority

During emergency planning and during emergencies Council retains full authority over emergency response, including such matters as spending, release of information to the public and media, approval of actions by the Coordinator.

1.3.3 Municipal Emergency Response Control Group

The Control Group will be responsible for the hour by hour management of emergency response, including such matters as spending, release of information to the public and media, approval of actions by the Coordinator.

1.3.4 Municipal Emergency Coordinator

The Coordinator is hired by the Municipality. Their job is to:

- Maintain the Emergency Plan
- Train emergency volunteers

- Manage the emergency in conjunction with the Control Group
- Upon notification of an impending emergency or disaster, activate the Emergency Plan
- Activate the EOC if necessary
- Direct the EOC, specifically direct all operations in accordance with the direction of Council, the Emergency Plan, and the situation
- Ensure the management of volunteers, assigned municipal staff and representatives of outside agencies
- Through the CAO, request and use municipal resources
- Cooperate with neighbouring municipalities and outside agencies as required, including requesting and providing mutual aid
- Take such actions as are necessary to minimize the effects of the emergency
- Ensure that a log is maintained, and preserved after the emergency, of all actions taken and information received and dispatched
- Ensure an after action review is produced after the emergency
- Ensure that proper financial controls are maintained and records kept

1.4 DUTIES

The duties of the EOC staff are detailed in Chapter 2. The duties of Emergency Social Services staff are detailed in Chapter 4.

1.4.1 Mayor and Council

- Responsible to oversee the municipal response to emergencies
- In the absence of the Mayor an acting Mayor will be appointed and will have the same authority and responsibility of the Mayor
- Issue, request the extension of, and terminate States of Local Emergency (SOLE.) If Council cannot be convened in a timely fashion the Mayor may issue a SOLE.

1.4.2 Town Emergency Coordinator

- Ensure the Coordinator has the resources to complete necessary tasks
- Assume duties of the Coordinator until the Coordinator arrives
- Keep the Mayor and Council informed of the situation as it develops and convene the Control Group as required
- Act for the Control Group if required
- Ensure the municipal staff is aware of the situation and proactively ready resources for commitment to the emergency response

1.5 STATE OF LOCAL EMERGENCY

A declaration of a SOLE may be issued by the responsible Minister, or it may be issued by Council.

A SOLE may be limited geographically and this limitation is included in the declaration.

SOLEs may intrude on individual and property rights and therefore must be carefully considered.

1.5.1 Declaration of a SOLE

- Council passes a resolution to declare a SOLE
 - If a quorum cannot be gathered in a timely manner the Mayor may make the declaration
- The resolution and declaration are forward to the Emergency Measures Organization (EMO)
- The details of the declaration are communicated to the residents of the affected area

1.5.2 Extending a SOLE

Council may apply to EMO for an extension of the SOLE, and the responsible Minister may approve extensions for further periods of up to 30 days each. Requests for an extension are not automatically approved and require explanation. The following steps are required:

- Council passes a resolution requesting an extension of the SOLE
- The request is forwarded to EMO along with the explanatory information
- The decision of the responsible Minister will be forwarded to the municipality, which then communicates the decision to the residents of the affected area

1.5.3 Emergency powers of a SOLE

Upon the declaration of, and during a state of emergency or a state of local emergency, the minister may, in respect of the province or any area thereof, or the local authority may, in respect of the municipality or other area within its jurisdiction, or an area thereof, issue an order to any party to do everything necessary to prevent or limit loss of life and damage to property or the environment, including any one or more of the following things:

- 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; and
- expend such sums as are necessary to pay expenses caused by the emergency or disaster.

1.5.4 Terminating a SOLE

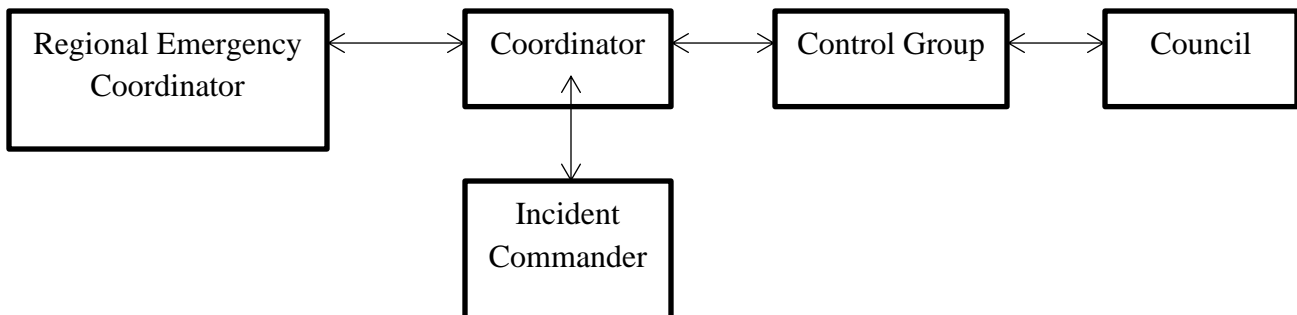
When the emergency for which the SOLE was declared no longer exists, Council may terminate the SOLE. The residents of the affected area as well as EMO must be notified of the termination.

The responsible Minister has the authority to terminate any SOLE that is not required. Where the Minister terminates a SOLE, he or she is required to give notice to the termination to the municipality and to the residents of the affected area.

1.6 COMMUNICATIONS

1.6.1 Direction

Usually, information flows between the Regional Emergency Coordinator from EMO and the Coordinator. Information is also shared between the Coordinator and the Control Group including the council. The Incident Commander and Coordinator communicate as necessary.



1.6.2 Control Group Communication

In broad terms, the Control Group communicates -

- with the Coordinator to provide support and guidance;
- with neighbouring municipalities, non-governmental organizations, other responding organizations; and
- with the media and public.

1.7 INCIDENT COMMAND

The incident can take place at one or more sites, such as flooding. The Municipality adheres to the Incident Command System when applicable.

1.7.1 Division of Responsibility

The Incident Commander (IC) shall coordinate and direct all emergency services, support services and volunteers working in the designated emergency site(s.) The EOC shall manage the remainder of the municipality, provide support to the site, and manage information released to the public and the media, on behalf of Council.

1.7.2 Communications between IC and EOC

The IC and Coordinator must communicate at regular intervals both to maintain contact and to deal with important questions. It is the responsibility of the Coordinator to ensure that information is logged and forwarded as required.

1.7.3 Site Security

The Incident Commander is responsible for security at the site.

1.7.4 Media Relations

The Municipality strives to communicate with the media in a timely and comprehensive manner.

To ensure completeness, information is coordinated through the EOC.

The Mayor or his designate shall be the spokesperson for the Municipality. On occasion, the Mayor may be joined by staff, who in turn, will provide specific details. For example, the Mayor and the fire chief may address the media in regards to a fire-related emergency.

When approached by the media, the staff is asked to direct the media to the Control Group where information will be provided.

Melita Emergency Plan

2

THE EMERGENCY OPERATIONS CENTRE

2.1 INTRODUCTION

2.1.1 The Emergency Operations Centre

The Emergency Operations Centre (EOC) is the location in which the Control Group manages the emergency.

2.1.2 Location

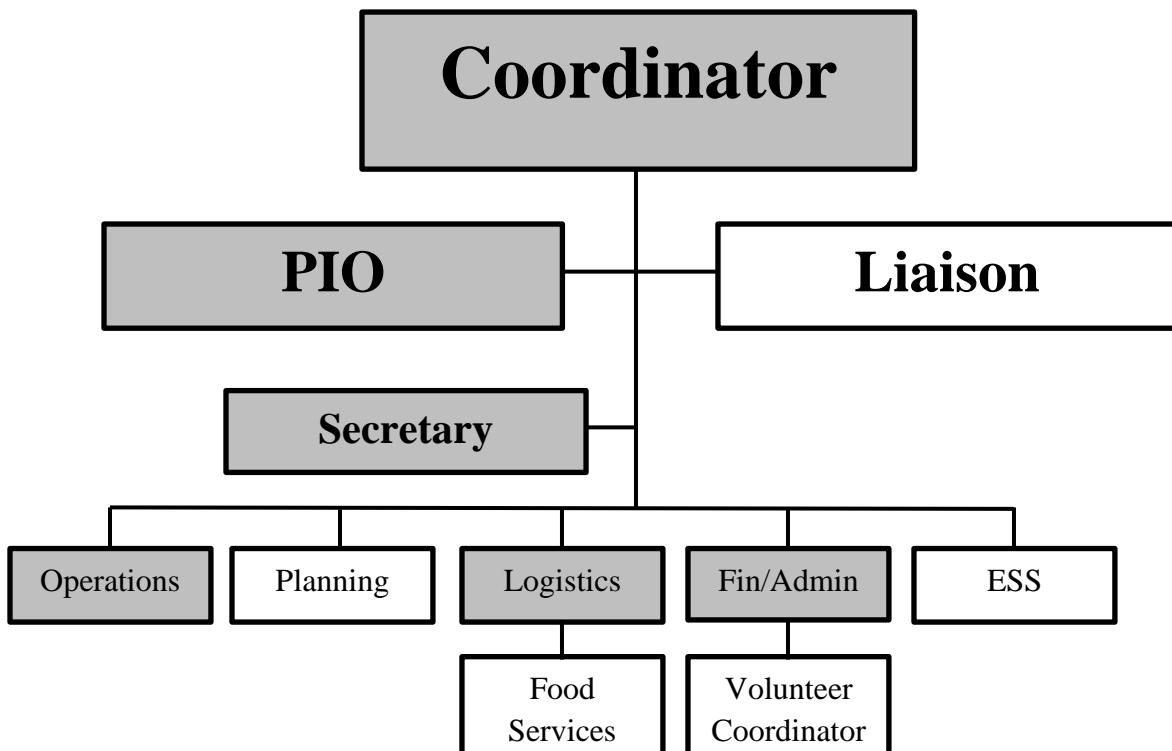
The primary EOC will be located at the Melita Municipality Office 79 Main St.

Secondary EOC locations will be determined by the Control Group as required.

2.2 STRUCTURE

The structure is based on the incident command system structure. The structure shown below is the theoretical maximum size of the EOC. In practice, it will normally be reduced in size by combining positions.

Incident Command System Structure



Note: The shaded boxes should be filled if at all possible

2.3 DUTIES AND RESPONSIBILITIES

The Mayor, Council and the CAO have specific duties and responsibilities which are detailed in Chapter 1. This section deals with the Emergency Operations Centre.

2.3.1 Control Group Communication Responsibilities

- Produce public warnings, notifications and updates as required
- Ensure appropriate use is made of all communications means available, including
 - Municipal sign
 - Websites
 - Facebook/Twitter
 - Email notifications
 - Written material
 - Door-to-door notifications
 - Media
 - Other
- Establish contact with media outlets as required
- Prepare press releases, updates, media response lines for Council, etc. as required
- Arrange for and supervise media briefings
- Liaise with the Incident Commander in preparation for interactions with the media
Ensure that the Mayor or his designate is prepared for media interviews

2.3.2 Secretary

- If this position is not filled, the Coordinator will perform these tasks
- Report directly to the Control Group
- Log reports and messages
- Prepare agenda and record meeting minutes
- Assist the Coordinator in task-completion when required
- Establish a permanent filing system for paper and electronic records

2.3.3 Operations Officer

- Report directly to the Control Group
- Maintain full awareness of ongoing operations

2.3.4 Logistics (Transportation) Officer

- Report directly to the Control Group
- Arrange for transportation for people, domestic pets, supplies
- In conjunction with other staff and the RCMP determine access and evacuation routes and ensure route information is disseminated
- Determine equipment and supply needs and contract for the acquisition of supplies

- In partnership with the Municipality's Operation Manager, oversees the allocation, storage and security of supplies once delivered
- In partnership with the Municipality's Financial Manager, maintain financial records on actions taken and ensure that authority to spend has been received from the Control Group

2.3.5 Finance Officer

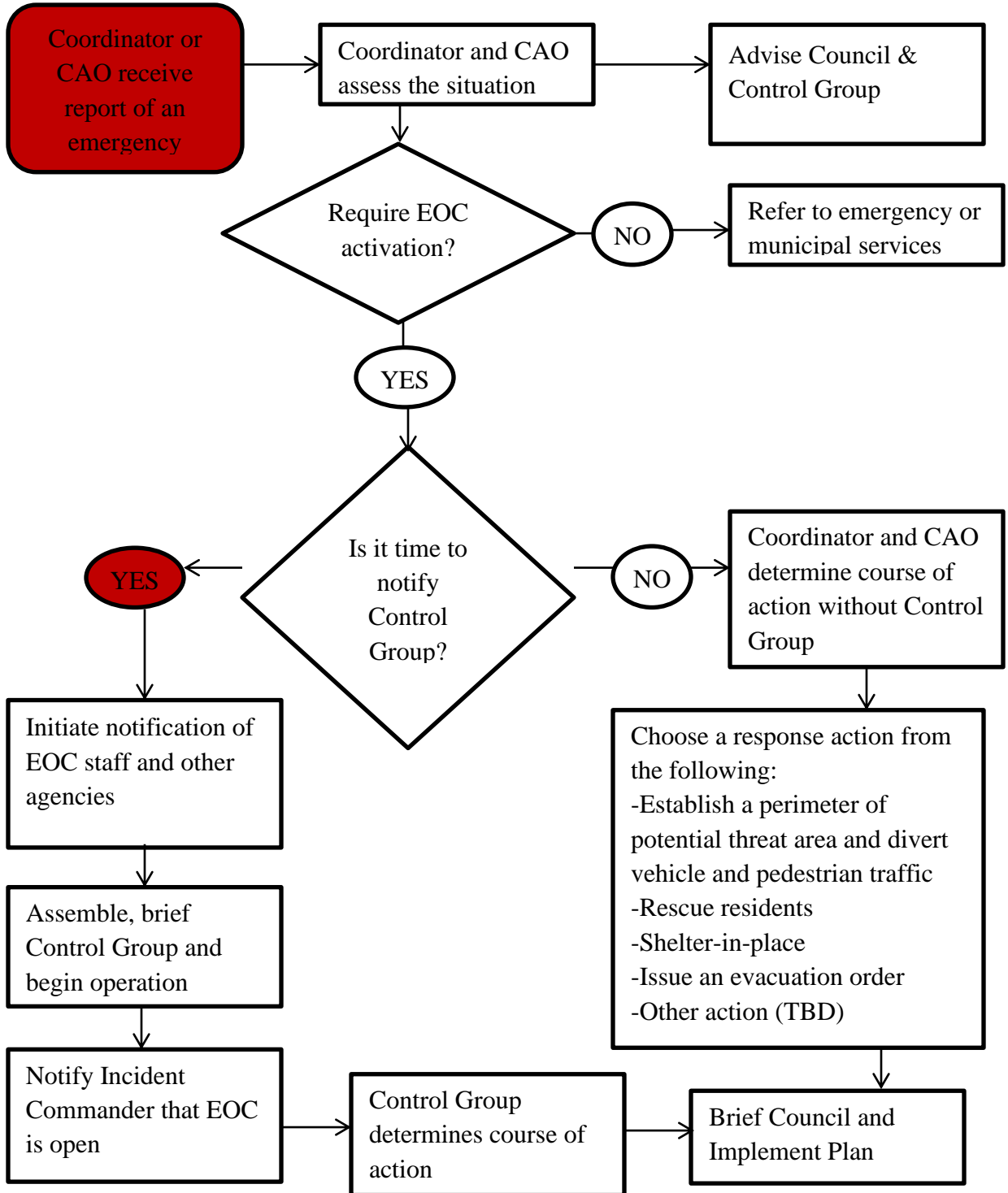
- Report directly to the Control Group
- Keeps all financial records and ensures they are retained after the emergency
- Ensures proper authorization for expenditures which may include instituting a purchase order system
- Provides financial supervision and updates to the Control Group

2.3.6 Emergency Social Services Coordinator

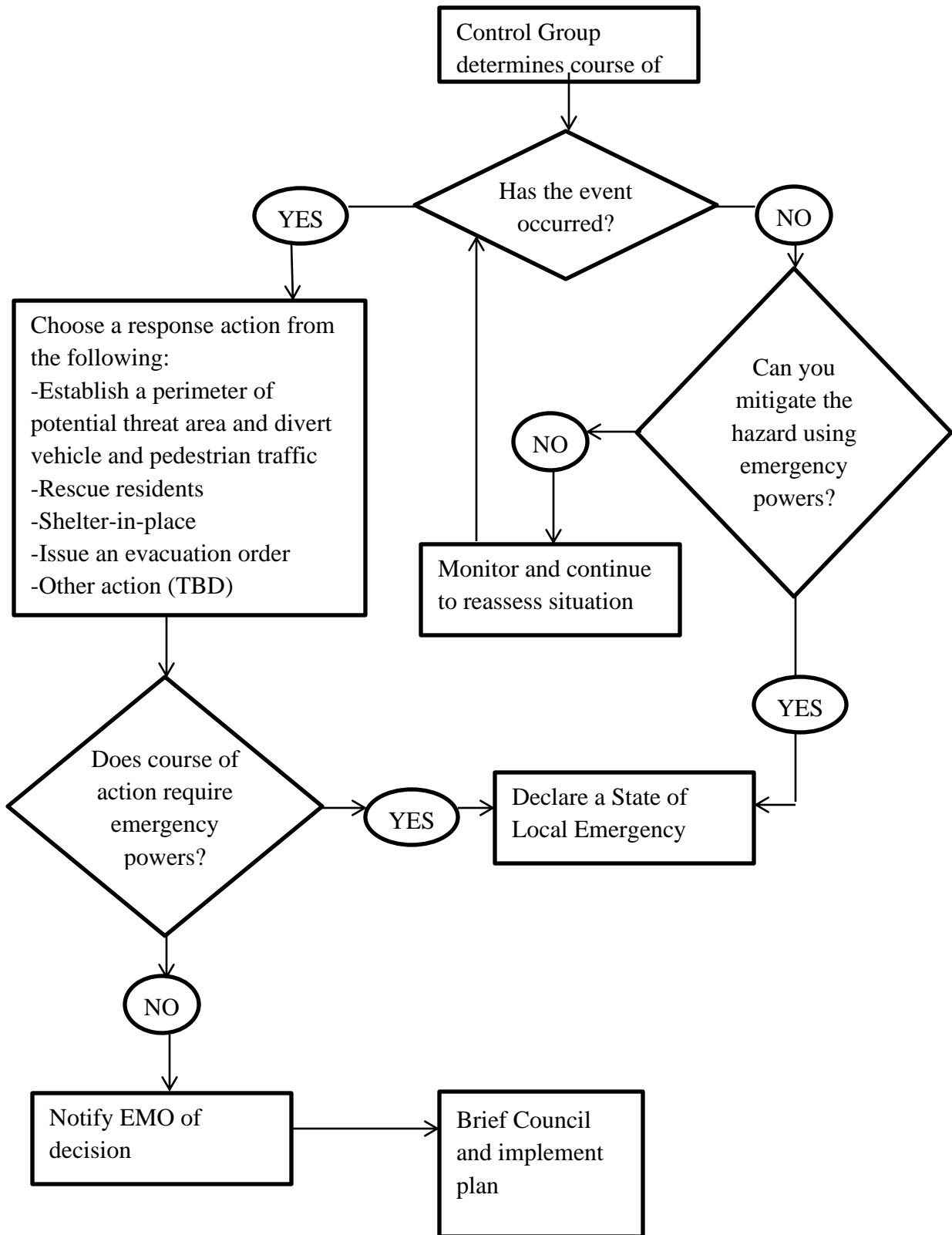
These duties are found in Chapter 4.

2.4 ALERTING AND INITIAL ACTION

2.4.1 Alerting



2.4.2 Initial Action



2.4.3 Notification

Any initial responders or municipal employees who become aware of an impending or actual emergency – one that constitutes a danger to life and/or property and/or the environment will immediately notify the CAO and the Coordinator. If in doubt, make the notification.

2.4.4 Action on Notification

- The CAO or Coordinator receive information about an impending or actual emergency
- If public alerting is required, this is initiated immediately, using the Fire Department
- The situation is assessed by one or both, depending on time
- A decision is made to activate the EOC based on the following criteria
 - Anticipation of an event
 - Declaration or impending declaration of a state of emergency by the Province
 - Resources needs beyond local capabilities
 - Situation affects the ability to manage the municipality
 - The emergency will be of long duration
 - Multiple agencies or jurisdictions are involved
 - Neighbouring municipalities require extensive mutual aid
 - Unique or emerging problems require policy decisions
- The EOC staff are activated
- Council is notified of the activation and given a brief assessment of the situation
- EMO is notified, specifically the Regional Emergency Manager

2.4.5 Public Alerting

The methods below are available for use in notifying the public. Choose the method best suited to the urgency of the requirement. It is essential that the PIO, or in the absence of the PIO, the Coordinator, coordinates all outgoing messaging. All policy matter and matters of substance must be, unless the urgency is too great, approved by the Control Group.

Method of Alerting	Resources Needed	Personnel Needed	Remarks
Door to door canvass	Fire Department, RCMP	10 persons to contact 100 homes per hour in town setting/ rural requires more	
ALL NET	Current subscription to ALL NET, up to date data base	3 personnel with permissions, remote access is permitted	

Media	PIO	PIO; enquiries line must be available at EOC or Municipality	Coordinate with CAO for Municipal support
Website	Time needed to effect change on website	Municipal office	
Email List		Municipal office	
Phone	Municipal staff	All office staff	
Facebook	Municipal staff member to post the announcement	Staff- Admin	
Electronic Sign	Municipal staff	Staff	

2.4.6 Establishing Communications

Initial communications will be established by telephone. There are 3 lines currently in use by the municipality. They are required by the office, but are available at the start of an emergency.

- Coordinate office support through the CAO
- Through the Fire Chief get a Fleetnet portable radio from the rescue vehicle, set to the “Home Fire” channel (“1-C”) which will allow communications to the Fire Department. Should this not work, use the “911” channel (“1-A”) to establish communications
- Municipal FM band radios may also be utilized, operations will need to make a set available

2.5 LOGISTICS

2.5.1 Assembling Equipment

Most of the emergency response equipment is stored at the administration building.

2.5.2 Emergency Power

Emergency generators are located throughout the Municipality.

2.5.3 Equipping the EOC

Additional supplies are available from the Municipality office.

2.6 STAFFING AND SECURING THE EOC

2.6.1 Staffing and Structure

The Coordinator will decide at the time of activating the EOC which positions are to be filled. The structure must be finalized as soon as possible once the situation is stabilized. It may not be necessary to staff all positions. There may be a different night staff than day staff. Adjustments can and will be made at any time as the situation dictates.

Manning the EOC will be done in shifts determined by the nature of the situation.

The Coordinator must address the following considerations in deciding on staffing:

- Availability of volunteers, and the balance of trained and untrained volunteers
- Expected duration of the event
- Expected decrease in activity at night, up to and including using an on-call arrangement rather than staffing the EOC at night
- A respite plan to allow for time off
- Availability of outside assistance, from the surrounding RMs or through Q MEC Net
- Support available from the municipal office staff

2.6.2 Security

The EOC must be kept secure at all times.

2.7 DAILY ACTIVITIES

2.7.1 EOC Routine

It is essential that a daily routine be established to keep staff members informed. The Coordinator will use whatever means are deemed appropriate to ensure efficiency within the office.

2.7.2 Information Management

The municipal staff will arrange for Wi-Fi for all computers. Once this is done email accounts may be created for each staff position if necessary. A central registry of phone numbers and email addresses will be available in the EOC. Electronic files can be stored either on the directory established by the municipal staff or on WEBEOC, if applicable.

A whiteboard or flipchart is to be used to track significant events and deadlines.

2.8 DOCUMENTING THE EVENT

Complete documentation of the event is critical for:

- Sharing information during the event
- Making recovery decisions
- Improving processes through after action reviews
- Preparing applications for disaster financial assistance
- Defending actions taken during the response phase of the emergency

2.8.1 Statistics

The EOC must maintain statistics from the beginning the event in order to answer questions from other government departments and from the media, and in order to prepare for disaster financial assistance claims. Statistics should cover the issues shown below.

2.8.2 Human Impact

Record the relevant demographic information:

- Number of persons dead or injured (from Prairie Mountain Health)
- Number of persons evacuated, ordered to shelter-in-place

2.8.3 Structural Impact

Document the extent of damage – minor, major, destroyed, etc. Get photographs as much as possible.

- Number of home damaged, with addresses
- Damage to businesses, farm operations, including business disruption
- Damage to public buildings
- Damage to municipal infrastructure

2.8.4 Costs

- Response
- Damage
- Food
- Equipment rental and purchase
- Materials and supplies
- Personnel

2.8.5 Record Keeping

The Coordinator shall define the primary method of record keeping.

2.9 DISASTER FINANCIAL ASSISTANCE

If the emergency is severe and/or costly enough it may be eligible for Disaster Financial Assistance (DFA). The CAO is responsible for the details of application, but the background information must be provided by the Coordinator and the rest of the EOC staff. The information must be complete, detailed, accurate and substantiated by photographs and dates.

- The documentation must show what happened, what actions were taken, and what expenses were incurred in taking those actions
- Photographs or video should be taken, details recorded, and the information handed to the CAO
- The Finance Manager must record all emergency expenditures as discussed above

Adequate record keeping is needed for the CAO to produce a Community Impact Assessment as the initial step in claiming DFA. When the Community Impact Assessment is complete, a resolution of Council is required requesting assistance. The two documents are then submitted to EMO.

2.10 CRITICAL MUNICIPALITY SERVICES

In conclusion, the Municipality is responsible for maintaining essential services.

If it appears that an emergency will threaten one or more essential services, the Coordinator is responsible to have developed or will be developing appropriate contingency plans to maintain, modify, or discontinue municipal services during the emergency.

The plans will be reviewed, amended and approved by the Control group and passed back to the MEC for execution if and when necessary.

2.11 ANNEX A EOC ACTIVATION CHECKLIST

- Ensure Coordinator, Mayor and CAO are notified
- If public alerting is needed call Fire Chief and speak with office staff
- Notify EMO Regional Emergency Manager or Duty Officer
- Notify Fire Department
- Notify RCMP
- Notify province (Conservation) if it is hazardous materials incident
- Call primary team members in
- Get initial administrative support through CAO
- Call volunteers and alert them
- Activate the telephones in the EOC
- Establish access control to EOC
- Brief the Control Group as soon as possible and get initial guidance
- Get the PIO working based on direction from the Control Group
- Have the secretary be prepared to organize documents

Melita Emergency Plan

3

RESOURCES

3.1 INTRODUCTION

The purpose of this chapter is to list all potential resources – government, non-governmental organizations, private, etc. which might be of potential use during or following a disaster.

3.2 EMERGENCY FAN-OUT

3.2.1 Council and Staff

Emergency Control Group Contact List – Municipality of Melita			
Title	Name	Cell #	Email
Mayor	Bill Holden	1 204 522 6524	bill@melitamb.ca
Deputy Mayor	Rhonda Verplanche	1 204 522 0152	rhonda@melitamb.ca
Councillor	Cara Redpath	1 204 522 5535	cara@melitamb.ca
Councillor	Grant Hume	1 204 522 5141	grant@melitamb.ca
Councillor	Camiel Serruys	1 204 522 6538	camiel@melitamb.ca
CAO	Breigh Crepeelee	1 204 747 4495	breigh@melitamb.ca
Safety Officer	Eric Forster	1 204 522 0878	eric@melitamb.ca
Administrator	Laurie Dalziel	1 204 264 0188	admin@melitamb.ca
	Bayleigh Thacker	1 204 901 2556	office@melitamb.ca

Town Foreman	Deb Vanbeslaere	1 204 522 6176	utilities@melitamb.ca
Town Labourer	Kerry Tilbury	1 204 522 6554	

EOC Staff Contact List – Municipality of Melita

Title	Name	Cell #	Email
Local Emergency Coordinator	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
	Eric Forster	204-522-0878	eric@melitamb.ca
Scribes	Laurie Dalziel	204-264-0475	admin@melitamb.ca
	Bayleigh Thacker	204-901-2556	office@melitamb.ca
PIO (Public Information Officer)	Bill Holden	204-522-8491	bill@melitamb.ca
	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
Operations	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
	Bill Holden	204-522-8491	bill@melitamb.ca

Logistics	Grant Hume	204-522-5141	grant@melitamb.ca
	Cara Redpath	204-522-8628	cara@melitamb.ca
	Rhonda Verplanche	204 522 0152	rhonda@melitamb.ca
Finance & Admin	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
	Laurie Dalziel	204-264-0475	admin@melitamb.ca
	Bayleigh Thacker	204 901-2556	office@melitamb.ca
Public Works	Deb Vanbesleare	204-522-6176	utilities@melitamb.ca
	Kerry Tilbury	204-264-0188	

3.3 EMERGENCY SERVICES

3.3.1 Melita & Area Fire Department

Position	Contact Name	Home #	Office #	Mobile #	Email /Other
Fire Chief	David Lamb			1 204 522 3278	
Deputy Chief	Rob McCutcheon			1 204 522 0915	
Fire Hall			911	204 522 3278	

3.3.2 RCMP

Position	Contact Name	Office #	Mobile #	Email /Other
Melita Detachment		204.522.3213		911

3.1 CENTRES

ORGANIZATION	Address	Business #	Contact Name	Mobile #
Melita Health Centre/PCH	147 Summit St	204.522.3403	Stacy Wessing	
Melita Seniors Centre	198 Townsend Dr.	204.522.3493	Cindy Mills	
	Secondary Contact:		Brian Crepeele	

3.2 SCHOOLS AND DAYCARES

School	Address	Business	Contact	Alternate
Melita Collegiate Institute	125 North St.	1 866 422 5113	Denise Benton	Nicole Bodin
Melita Early Learning	125 North St.	204.483.6239	Candice Bugg	

3.3 EMO CONTACT INFORMATION

1. Information that should be reported to Manitoba EMO:

- a. Developing emergency situations
- b. Major incidents/issues (some examples below)
 - i. Large scale wildland fire
 - ii. Dangerous goods incident
 - iii. Critical infrastructure disruption
 - iv. Situations with more than one provincial/federal agency responding
- c. Declaration of State of Local Emergency
- d. Opening of municipal Emergency Operations Centre (EOC)
- e. Evacuations
- f. Request for resources

2. To whom information should be reported:

- a. The Manitoba EMO Duty Officer
 - i. Phone: 204-945-5555
 - ii. Email: emodutyofficer@gov.mb.ca You may put your situation information in the body of the email, attach a situation report such as the one available at <https://www.gov.mb.ca/emo/response/sitrep.html>, or submit a situation report through the website. Situation reports submitted through our website are sent to the Manitoba EMO Duty Officer.
 - iii. Note that if you require a quick response outside of normal business hours (Monday to Friday - 8:30 a.m. to 4:30 p.m.) it is best to call the Manitoba EMO Duty Officer.

iv. Please do not fax information related to your emergency response to Manitoba EMO outside of normal business hours as the fax machine is not monitored 24/7.

b. You may optionally include your Manitoba EMO Emergency Management Advisor (EMA) on emails to the Manitoba EMO Duty Officer.

i. Note that the Manitoba EMO Duty Officer will advise your EMA of any situation in your municipality.

3. Expected response from Manitoba EMO:

a. Phone calls to the Manitoba EMO Duty Officer:

i. The Manitoba EMO Duty Officer will return your call.

ii. The Manitoba EMO Duty Officer will typically ask you questions to ensure that he or she understands the situation.

iii. The Manitoba EMO Duty Officer will notify your EMA of your situation, as well as other individuals at Manitoba EMO or other agencies if he or she assesses this to be necessary.

iv. The Manitoba EMO Duty Officer will request information/resources/assistance from other individuals at Manitoba EMO or other agencies to assist you if he or she assesses this to be necessary. This may include asking your EMA to call you or visit your municipality for a more detailed discussion of the situation and your response.

v. The Manitoba EMO Duty Officer will provide advice, seek advice from others on your behalf, or ask others to provide advice directly to you if he or she assesses this to be necessary.

b. Emails to the Manitoba EMO Duty Officer

i. The Manitoba EMO Duty Officer will let you know that he or she received your email.

ii. The Manitoba EMO Duty Officer will typically follow-up by asking you questions to ensure that he or she understands the situation. This may be by email or by phone.

iii. The Manitoba EMO Duty Officer will notify your EMA of your situation, as well as other individuals at Manitoba EMO or other agencies if he or she assesses this to be necessary.

iv. The Manitoba EMO Duty Officer will request information/resources/assistance from other individuals at Manitoba EMO or other agencies to assist you if he or she assesses this to be necessary. This may include asking your EMA to call you or visit your municipality for a more detailed discussion of the situation and your response..

v. The Manitoba EMO Duty Officer will provide advice, seek advice from others on your behalf, or ask others to provide advice directly to you if he or she assesses this to be necessary.

Manitoba EMO's intent is to provide support when you are faced with an emergency. I encourage you to reach out to Manitoba EMO early on as situations are developing if you are unsure about any element of your response.

Melita Emergency Plan

4

EMERGENCY SOCIAL SERVICES

4.1 INTRODUCTION

The purpose of Emergency Social Services (ESS) is to provide essential needs to persons that require assistance during time of crisis. ESS can provide services to persons on a temporary or longer-term basis to those evacuated or who remain affected by the emergency. ESS can also provide post-emergency services to support re-entry into the community. Additional support for ESS may be obtained through EMO and from the Canadian Red Cross.

4.2 RECEPTION CENTRE LOCATION

The Reception Centre will be located at the Legion Memorial Hall 95 Main Street.

The alternate Reception Centre will be determined based on current situation.

Keys are available from Municipal office.

4.3 ESS DUTIES AND STAFF POSITIONS

ESS duties include:

- ESS Coordinator – overall supervision of the entire social services operation
- Reception Manager – supervise the operation of the reception centre
- Lodging – housing and related services for those displaced by the emergency
- Food Services – provision of food for those at Reception Centres
- Registration and Inquiry – maintain a list of evacuees and their location and contact information

The positions outlined are most effective when there are sufficient personnel to fill them. We can expect to work with insufficient personnel, and therefore flexibility is essential.

The position descriptions are found in the annexes as listed, and include applicable checklists.

- Annex A – ESS Coordinator
- Annex B – Reception Manager
- Annex C – Lodging Manager
- Annex D – Food Services Manager
- Annex G – Registration and Inquiry Manager

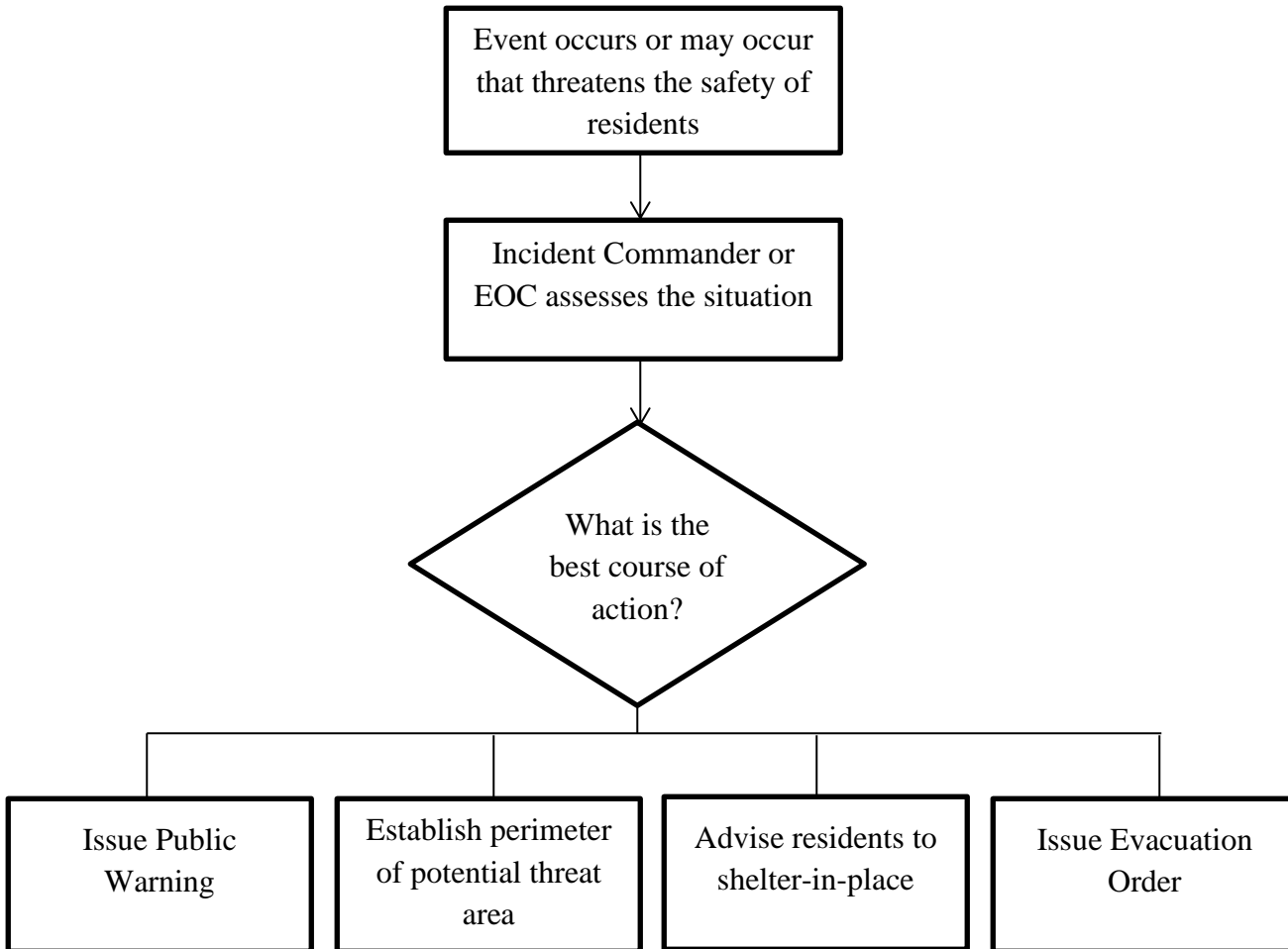
4.4 EVACUATION

4.4.1 Authority to Order Evacuation

A State of Local Emergency is required to order a mandatory evacuation (see Chapter 1.)

The Fire Chief may order evacuations (*The Fire Protection Act.*)

4.4.2 Evacuation Decision Flowchart



Notify the following agencies/personnel:

- EMO Duty Officer;
- Local ESS;
- Provincial ESS; and
- EMO Regional Emergency Manager.

4.4.3 Evacuation Control

Depending on the emergency, the evacuation is conducted by the Fire Chief or the Coordinator. A State of Local Emergency will have been declared by Council and appropriate agencies will have been notified.

The EMO Duty Officer (204-945-5555) must be notified of any evacuations and as a courtesy the Regional Emergency Manager should also be notified to keep them informed.

4.4.4 Evacuation Security

The Incident Commander is responsible for site security. The Coordinator may be required to contract a security firm to provide the security force.

Security decisions must be based on the following considerations

- Geographical boundaries that permit a useful security perimeter (rivers, roads, etc.)
- Can one checkpoint control the entire area or are multiple checkpoints required?
- Can the area be safely patrolled?
- Length of time security is expected to be needed – if short enough, the RCMP may be willing to provide security. If not, a security company must be contracted
- If temporary access is allowed, then security personnel must be available as escorts and a list of permitted evacuees must be available to the security personnel
- A record of all vehicles and persons who enter and exit the evacuated area must be maintained

4.5 EVACUATION OF ANIMALS

4.5.1 Livestock Care and Evacuation

When livestock are endangered, the lead passes to Manitoba Agriculture, Foods and Rural Initiatives (MAFRD).

4.5.2 Personal Pets

Pets should not be brought to the Reception Centre. Alternate arrangements must be made for caring of pets, either through evacuation to alternate locations or by feeding in place.

Information regarding pet care and safety can be obtained from

<http://www.manitobaemo.ca>

<http://www.humansociety.mb.ca>

4.6 RECEPTION

There is a reception centre supplies are at the EOC.

4.7 ANNEX A ESS COORDINATOR

ESS Coordinator Duties

- Report to the Coordinator
- Ensure the Reception Centre is open and someone with keys is present there
- Initiate a call-out of staff and ensure that the Reception Manager starts to prepare the Centre
- Liaise with the Logistics Officer regarding evacuee transportation
- Liaise with the PIO regarding communicating information to affected people
- Establish a citizen's enquiry phone line and publicize the number

ESS Coordinator Checklist

	Yes	No	N/A
1) Determine human resource needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Notify provincial Emergency Social Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Identify and notify the Reception Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Review/activate appropriate mutual aid arrangements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Post staff assignments on white board and issue identification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Ensure you have a working communications system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Inventory supplies, monitor all borrowed items and replenish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8) Monitor all purchases – update and save records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9) Liaise with the PIO to ensure Reception Centre advertised	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.8 ANNEX B RECEPTION MANAGER

Reception Manager Duties

- Report to the ESS Coordinator
- Finish the staff call-out initiated by the ESS Coordinator
- Develop a volunteer schedule
- Keep volunteers informed of their duties
- Ensure identification badges are provided for volunteers
- Ensure volunteers are thanked at the end of the emergency
- Coordinate with the Canadian Red Cross as required
- Keep detailed records of volunteer hours and of expenditures
- Establish an office at the Reception Centre and circulate contact information

Reception Manager Checklist

	Yes	No	N/A
1. Reception Centre Kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Emergency Plan copy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Tables, chairs for staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Chairs for evacuees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Registration forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Log sheets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Purchase Order Forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Coffee pots, cups, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Maps of area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Recreation equipment/games/cards, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.9 ANNEX C LODGING MANAGER

Lodging Manager Duties

- Report to the Reception Manager
- Inspect the Reception Centre on arrival and again on departure, keeping a record of deficiencies and damages
- Ensure that heating/cooling, water, and sanitation facilities are kept clean and operational
- Obtain and issue the necessary cots and bedding
- Manage security of the Reception Centre
- Arrange for janitorial services
- Lay out the Reception Centre including Registration and Inquiry, food preparation, food service, sleeping, recreation, quiet place
- Keep detailed records of expenditures

Lodging Manager Checklist

	Yes	No	N/A
1. Get expected numbers from ESS Coordinator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Work out motel booking process with Coordinator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Book rooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Maintain detailed records of who goes where	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Track evacuees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. If required, get cots	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. If required, get bedding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. If required, arrange for showers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. If required, arrange for privacy screening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.10 FOOD SERVICES MANAGER

Food Manager Duties

- Report to the Reception Manager
- Ensure full knowledge of expected situation and number and arrival time of potential evacuees
- Determine food and beverage requirements for evacuees and staff
- Meet special food requirements of high risk groups – infants, children, pregnant and nursing mothers, elderly, diabetics, etc.
- Meet hygiene requirements of Manitoba Health
- Arrange for food and beverage contracts and supervise delivery, coordinating with the Logistics Officer at the EOC as required
- Keep detailed records of expenditures
- Arrange for food service staff, either from evacuees or from the Human Resource List

Food Manager Checklist

	Yes	No	N/A
• Report to Reception Centre upon being called	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Establish safe and adequate water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Obtain volunteers to assist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Establish communication system (cell phones, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Develop floor plan and put up signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Provide tea/coffee/juice for Reception Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Arrange for delivery/pick-up of supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Specify food be delivered on serving trays or as servings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Organize timings and the mode of delivery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Plan nutritionally balanced menu for meals and snacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Determine meal times and post schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure garbage cans/dumpsters and garbage pickup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure adequate supply of aprons, hairnets, gloves, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ensure you comply with Manitoba Health standards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Maintain log of all goods ordered and received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Check invoices on delivery for completeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sign for receipt of goods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Retain all invoices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Maintain log of borrowed items
- Maintain log of events
- Maintain log of actual meal count of staff, evacuees
- Maintain log of staff and volunteer hours

4.11 RECEPTION AND INQUIRY MANAGER

Registration and Inquiry Manager

- Report to the Reception Manager
- Establish the Registration and Inquiry Centre
- Register all victims of the emergency, whether or not they stay at the shelter, ensuring contact information is kept on all victims. This is vitally important
- Register all volunteers
- Respond to enquiries regarding the whereabouts of individuals
- Provide information about all available ESS services
- Ensure all official forms are filled out and records are kept

Registration and Inquiry Checklist

	Yes	No	N/A
1. Handle all inquiries from/about evacuees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintain information on location of evacuees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complete Registration Form for each evacuee including the following:			
3. Accommodation particulars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Services required (food, medical, social work, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Services received to date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Contact information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. If evacuee leaves by vehicle, complete vehicle evacuation log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.12 ANNEX H ESS LOG BOOK

Date	Time	Details	Action	Initials

Tips on how to use the ESS Log Sheets:

- Use separate log sheets for each ESS location (EOC/Reception Center/Shelter);
- Entries should tell a story of the event and activities in support of the response;
- Make an entry for each new shift or change of personnel;
- Tasks required, delegated and completed;
- Key information for ESS staff;
- Status of equipment/supplies/facilities;
- Important stats and facts;
- Closing and opening times;
- When coming on shift, staff should read the log sheets for the event since their last time on duty; and
- Provide a highlight briefing to oncoming staff.

Melita Emergency Plan

5

RE-ENTRY AND RECOVERY

5.1 INTRODUCTION

A disaster which creates significant property damage will require a recovery operation. The Control Group must start preparing for recovery as soon as the pressure eases during the response phase.

5.2 RECOVERY

Recovery can be thought of as a two-phase approach consisting of:

- Short-term recovery that consists of restoring, at least to minimal operational standards, the necessary life support systems and community services that assist the community in returning to normal operations
- Long-term recovery that involves building on the initial recovery so that the community returns to what may be thought of as a “new normal” recognizing that a variety of permanent changes are quite possible

5.2.1 Recovery Control Group

A Recovery Control Group will be established as required by the emergency.

5.2.2 Recovery Site Manager

When a significant disaster strikes, emergency response eventually reduces in scope and recovery becomes the dominant problem. At this time, responsibility for the site or sites is transferred from the Incident Commander to the Coordinator or her delegate.

The Coordinator works on established priorities. The aim is to restore the recovery site to a condition acceptable to the community.

The Coordinator’s duties include:

- Report to and be a member of the Control Group
- Establish a work schedule to meet recovery priorities as set by the Control Group
- Coordinate site inspections
- Liaise with community working groups
- Act as spokesperson if required for recovery activities. (Note that the Mayor or another member of Council will normally undertake this role)
- Maintain a log of all activities and expenditures

5.3 RE-ENTRY

It is important for the safety of the evacuees that the re-entry process be conducted in an organized fashion.

Possible problems include:

- Citizens must be informed of dangers in the community if there is still a threat to life and health
- Traffic congestion

The re-entry will be executed as soon as municipal and provincial authorities are satisfied that the area is safe and that essential services have been restored.

5.4 COMMUNITY RECOVERY MEETING

The Coordinator in partnership with the Control Group will organize, where appropriate, community meetings to give a forum for questions and answers.

5.4.1 Content

- Provide known information about the current situation
- Identify the current biggest concerns
- Announce recovery priorities for the community
- Answer public questions

5.4.2 Participants

- Council/Control Group
- CAO and support staff (Operations and Finance Managers)
- Coordinator
- Area expertise, if applicable
- Charitable non-governmental organizations – Red Cross, Salvation Army, Mennonite Central Committee, if applicable
- Prairie Mountain Health Authority, if applicable
- Emergency Measures Organization, if applicable
- Manitoba Hydro, if applicable

5.4.3 Continuing Information

The Coordinator will continue to ensure that the public information line in the EOC continues to provide current information, to receive and record requests for help, and to provide information on how to access recovery resources.

5.5 RE-ENTRY CHECKLISTS

5.5.1 Conditions for Re-entry

- Council approval
- Medical Officer of Health approval, if applicable
- Manitoba Conservation confirmation of lack of remaining threat, if applicable
- Manitoba Agriculture, Food and Rural Development approval, if applicable
- Air, water, other environmental considerations satisfactory
- Essential supplies are adequate
- Security is adequate

5.5.2 Essential or Useful People at Time of Re-entry

- RCMP
- Municipality Staff
- Fire Department, if applicable
- Coordinator

5.5.3 Essential Services

- Fire Department
- Potable water
- Sewage collection system working
- Essential supplies available
- Adequate vehicle fuel available

5.5.4 Other Considerations

- Coordinator may organize transport for those without own transport
- Safety of roads, roads open
- Public announcements of re-entry
- Registration of those re-entering
- Continuation of temporary security measures

APPENDIX A

HAZARD ANALYSIS

The Municipality of Melita:

- Population from 2021 census, Municipality 1,041
- Economic Base: Agriculture, Light Commercial Industry, Tourism, Service Retail

POTENTIAL HAZARDS

- 1.1 Extreme Weather Incidents.** The most prevalent threat to the population in Municipality is assessed as a severe weather incident whether in winter, which results in the loss of electrical power or a Tornado in the summer.
- 1.2** Souris River seasonal flood.
- 1.3** Overland flood due to quick spring melt combined with a significant precipitation event.
- 1.4** Failure of the primary potable water source from Melita Manitoba;

APPENDIX B

MEMORANDA OF UNDERSTANDING

MOU's are listed here.

APPENDIX C

PUBLIC INFORMATION OFFICER GUIDANCE

The PIO is to develop timely media releases concerning the emergency for all media, print, television, radio and website(s) based upon content approved by Council or the Coordinator. There is also a requirement to deliver media briefings and act as the community official spokesperson.

The PIO may be required to establish a media centre separate from the EOC, and be prepared to act as host. Information given to the media must accurately explain the situation, the dangers involved and the actions being taken to mitigate the emergency's effects. In general a news release should include:

- what happened;
- where (name and location of site);
- when;
- the number of injured, dead if known (confirmed by medical professionals);
- name of hospitals involved;
- what is being done to rectify the situation; and
- other confirmed facts not in disputed.

APPENDIX D

FORMS

- Declaration of a State of Local Emergency
- Termination of a State of Local Emergency
- News release for a State of Local Emergency

**SAMPLE
DECLARATION OF A STATE OF LOCAL EMERGENCY**

RESOLUTION NO. _____.

_____ (Date)

The Municipality of Melita

Moved by: Councillor _____

Seconded by: Councillor _____

WHEREAS the Municipality of Melita is encountering (state problem...), that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, of the Municipality of Melita, and to prevent damage to property within those boundaries;

THEREFORE BE IT RESOLVED THAT pursuant to Section 11(1) of The Emergency Measures Act, Chapter. E80 of the Continuing Consolidation of the Statutes of Manitoba, the Council of the Municipality of Melita declares that a state of local emergency exists, from this ____ day of _____, 20__ to the ____ day of _____, 20____.

IN WITNESS WHEREOF of the Council of the Municipality of Melita has by resolution carried, declared this state of local emergency this ____ day of _____, 20____.

The Municipality of Melita

Per: _____

(Printed name) _____

**SAMPLE
TERMINATION OF A STATE OF LOCAL EMERGENCY**

RESOLUTION NO. _____.

_____ (Date)

The Municipality of Melita

PURSUANT to Section 15 (1) of The Emergency Measures Act, the council of the Municipality of Melita declares that the State of Local Emergency is terminated in the Municipality of Melita.

Dated this _____ day of _____, 20_____.

Moved by: Councillor _____

Seconded by: Councillor _____

The Municipality of Melita

Per: _____

(Printed name) _____

Absence of a Quorum of Council SAMPLE
DECLARATION OF A STATE OF LOCAL EMERGENCY

RESOLUTION NO. _____.

The Municipality of Melita

Date: _____

WHEREAS the Municipality of Melita is encountering (state problem), that requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, of the Municipality of Melita, and to prevent damage to property within those boundaries.

AND WHEREAS these (state problem) conditions present such an extreme emergency within the Municipality of Melita that there is not sufficient time to convene a regularly constituted meeting of Council of the Municipality of Melita but rather this emergency compels me to respond to this emergency immediately on behalf of the Municipality of Melita

THEREFORE pursuant to Section 11(2) of The Emergency Measures Act, Chapter. E80 of the Continuing Consolidation of the Statues of Manitoba, I (Mayor), of the Municipality of Melita, declare that a state of local emergency exists, in the Municipality of Melita, from this ____ day of _____, 20__ to the ____ day of _____, 20__.

The Municipality of Melita

Per: _____

(Printed name) _____ of the Municipality of Melita.

Declaration of a State of Local Emergency News Release Template

The Municipality of Melita Declares a State of Local Emergency (or title)

(Date)

The Municipality of Melita - Melita has declared a State of Local Emergency due to (reason).

Melita (name and title of official) said the Municipality of Melita has declared a State of Local Emergency because (expanded reason and relevant information).

The State of Local Emergency will be in effect until further notice.

Road closures:

(As applicable)

Evacuation information:

(As applicable)

-30-

For more information: (contact information if applicable)

Media inquiries: (contact information if applicable)

APPENDIX E

EMERGENCY MEASURES ACT

For a bilingual PDF of the 38 page MB Emergency Measures Act see the website:

http://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=e80

APPENDIX E

CHECKLIST: EXTREME FLOODING

****Under No Circumstances do the pumper trucks get used to pump sewer water****

Once people are in place to do the work, assess if roads need to be closed (for safety of workers). EOC will notify MI of any actual or proposed road closures

ADMIN

Connect with Operations

Contact emergency coordinator

Contact Mayor and Council

Public Communications – frequently between Operations and Communications

Operations are on site, concerns can be directed to emergency coordinator, updates will be made throughout the day

When and where pumps are working

Operations will provide frequent updates to Communications directly about where they are and what they are doing

Media interviews (arrange and brief the Mayor on the situation)

Garbage bins in strategic locations in Municipality (council decision)

Take care of staff (make shifts if more than 8 or 9 hours)

Admin office line can answer basic questions based on information already released, other questions will be forwarded to the emergency coordinator

Put message on answering machine, updates available on website, Twitter and Facebook

Keep a call log

OPERATIONS

Call Fire Dept 1 (204) 522 3248

If he doesn't answer call 911 and express that the Municipality requires help from the Fire Dept.

Once Fire Department is involved; David Lamb (or representative) becomes **the Lead** and is the liaison for Fire Dept Crew

Operations Manager provides direction to the Lead and the Lead provides direction to Crew

Get Crew working on filling sand bags

Look at having a pallet full of Sandbags on hand at all times

Start covering manholes under water (ensure to put barricades where the sand bags are in the middle of the road)

Areas to first be concerned about

Check ones along Crown Valley

Once Everybody is going:

Continually monitor manholes to see if any haven't been covered

Check around the dike to ensure water isn't back feeding into Municipality

If so, close sluice gates and contact the Province

Monitor Lift Stations to ensure all are running properly

Ensure Staff have lots of fuel for pumps

Hourly updates to the Office

Once sewer system is back to operating levels and everything is under control turn the lake pumps on

APPENDIX F

CHECKLIST: EXTENDED POWER OUTAGE IN WINTER

ADMIN

1. Focus on water, sewer and fire and communications
2. Public need a place to get information or warm, Heritage Centre
3. If Municipality office cannot be set up with a generator, critical functions can be placed at Operations Building
4. Portable generator for server and IT
5. Messaging “For power outage...”
6. Only critical staff to be onsite.

OPERATIONS

- 1.

APPENDIX G

CHECKLIST: SNOW OVERLOAD

ADMIN

1. Emergency first aid arrangements – road clearing priorities for first responders, possible doctor and routes
2. Public Communications
 - a) Operations is working on it (direct operations to communications)
3. Any staff that can make it in safely

OPERATIONS

1. How is everyone getting to work?
2. Once at work

APPENDIX H

CHECKLIST: Failure with Potable water source

ADMIN

Emergency Session with Mayor and Council and Office of Drinking Water

Public Communication

Aware of problem, working on solution

Any directives or locations for non-potable water

Media interviews (arrange)

Bringing in water bottles from a contractor

Advise Fire Department, Regional Health Authority, School Division, Community Complex, RCMP office

OPERATIONS

Call Municipality Office to get it on Social media that there's no water for those on Municipality water

APPENDIX I

EMERGENCY ASSET RESOURCE LIST

<http://www.accessqmecnet.ca/fmi/webd/>

See SEMG Emergency Asset Resource List (EARL) attached as Appendix 3 and updated twice yearly

APPENDIX J

EMERGENCY PERSONNEL AND ASSET LIST

Emergency Control Group Contact List – Municipality of Melita

Title	Name	Cell #	Email
Mayor	Bill Holden	1 204 522 6524	bill@melitamb.ca
Deputy Mayor	Rhonda Verplanche	1 204 522 0152	rhonda@melitamb.ca
Councillor	Cara Redpath	1 204 522 5535	cara@melitamb.ca
Councillor	Grant Hume	1 204 522 5141	grant@melitamb.ca
Councillor	Camiel Serruys	1 204 522 6538	camiel@melitamb.ca
CAO	Breigh Crepeele	1 204 747 4495	breigh@melitamb.ca
Safety Officer	Eric Forster	1 204 522 0878	eric@melitamb.ca
Administrator	Laurie Dalziel	1 204 264 0188	admin@melitamb.ca
	Bayleigh Thacker	1 204 901 2556	office@melitamb.ca
Town Foreman	Deb Vanbeslaere	1 204 522 6176	utilities@melitamb.ca
Town Labourer	Kerry Tilbury	1 204 522 6554	

EOC Staff Contact List – Municipality of Melita

Title	Name	Cell #	Email
Local Emergency Coordinator	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
	Eric Forster	204-522-0878	eric@melitamb.ca
Scribes	Laurie Dalziel	204-264-0475	admin@melitamb.ca
	Bayleigh Thacker	204-901-2556	office@melitamb.ca
PIO (Public Information Officer)	Bill Holden	204-522-8491	bill@melitamb.ca
	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
Operations	Breigh Crepeele	204-747-4495	breigh@melitamb.ca

	Bill Holden	204-522-8491	bill@melitamb.ca
Logistics	Grant Hume	204-522-5141	grant@melitamb.ca
	Cara Redpath	204-522-8628	cara@melitamb.ca
	Rhonda Verplanche	204 522 0152	rhonda@melitamb.ca
Finance & Admin	Breigh Crepeele	204-747-4495	breigh@melitamb.ca
	Laurie Dalziel	204-264-0475	admin@melitamb.ca
	Bayleigh Thacker	204 901-2556	office@melitamb.ca
Public Works	Deb Vanbeslaere	204-522-6176	utilities@melitamb.ca ca
	Kerry Tilbury	204-264-0188	

Reception Centre for the **Municipality of Melita** is: Legion Memorial Hall 95 Main St

ORGANIZATION CHART

<p>Incident Command <i>(Emergency Response Team)</i></p> <p>Eric Forster</p> <p>Titles and roles as noted in Section 2</p>	<p>Business Continuity Coordinator</p> <p>Breigh Crepeele</p> <p>This role tracks available and needed resources, assesses the changing situation in order to develop strategic action including activation of the Business Continuity Plan</p>	<p>Services Coordinator</p> <p>Deb Vanbeslaere</p> <p>Responsible to liaise with the Coordinator to ensure that the community's core business and necessary services resume in a timely manner.</p>
---	--	--

Business Continuity/Emergency Operations Centre Team

<p>Communications Coordinator</p> <p>Bill Holden</p> <p>Responsible to development, maintain an information plan</p>	<p>Human Resources Coordinator</p> <p>Breigh Crepeele</p> <p>Manages all personnel concerns including contracting staff, payroll, benefits and all health and safety issues.</p>
<p>Equipment and Supplies Coordinator</p> <p>Grant Hume Bill Holden</p> <p>Responsible for the acquisition and distribution of supplies and equipment.</p>	<p>Infrastructure/Facilities Coordinator</p> <p>Bill Holden Rhonda Verplanche</p> <p>Responsible for provision of infrastructure, management of damage and assessment of salvage operations and provision of security services.</p>
<p>Finance and Administration Coordinator</p> <p>Breigh Crepeele</p> <p>Responsible for keeping financial records of expenditures & employee hours during and after the emergency and monitors legal concerns.</p>	<p>Information Technology Coordinator</p> <p>Munisite - Brandon</p> <p>Responsible to provide information technology resources and access/retrieve essential data and records.</p>

Position: Services Coordinator

Primary: Deb Vanbeslaere

Alternate: Breigh Crepeele

Responsibilities:

1. Assume the role of the Business Continuity Coordinator in his/her absence.
2. Undertake special assignments at the request of the Business Continuity Coordinator.
3. Ensure the efficient and effective flow of information within the EOC.
4. Ensure resource requests are prioritized and tracked.
5. Support EOC management by communicating policy direction/action priorities to all staff.
6. Coordinate internal functions of EOC for effective operational capability.
7. Monitor the health and welfare of EOC staff. Mediate and resolve any personnel conflicts.
8. Facilitate shift change briefings and operational debriefings.

Activities:

1. Obtain briefing from whatever sources are available.
2. Supervise the set-up of the EOC for the most effective and efficient operations.
3. Support management staff activities and ensure that all appropriate actions are being taken.
4. Assist the Business Continuity Coordinator in determining and communicating priorities, objectives and decisions to all EOC staff.
5. Ensure EOC management staff has sufficient administrative support.
6. Coordinate additional staffing needs as required.
7. Consult with Business Continuity Coordinator on appointing additional staff to ensure 24-hour shift scheduling for both Coordinator and Service Team Positions.

Position: **Communications Coordinator**

Primary: **Bill Holden**

Alternate: **Breigh Crepeele**

Responsibilities:

1. Develop an information plan.
2. Determine resource needs to implement all aspects of an information package.
3. Ensure that the primary and alternate spokespeople have sufficient training to undertake the tasks.

Activities:

1. Ensure that all personnel have been notified not to release information and to refer requests to the designated spokesperson.
2. Advertise using appropriate media, as necessary.
3. Hold press conferences, as necessary.
4. Contact clients, staff and their families as necessary to provide them with important information.
5. Maintain a log of activities.

Vital Documents:

1. List of media contacts
2. News Release and Public Service Announcement (PSA) templates

Identified Priorities:

1. Continually liaise with all coordinators of the Emergency Management Team
2. Constantly keep media updated with latest developments and long term plans
3. Schedule regular media updates/conferences
4. Work with internal spokespeople to ensure their confidence when and if they speak to the media

Position: Finance and Administration Coordinator

Primary: Breigh Crepeele

Alternate: Laurie Dalziel

Responsibilities:

1. Ensure that appropriate insurance coverage exists and maintain a list of all insurance policies and contracts.
2. Maintain a list of current assets for insurance purposes.
3. Prepare and maintain control of a Business Resumption Plan budget.

Activities:

1. Notify insurance adjustors as required.
2. Clear any major expenses with the insurance company.
3. Authorize emergency cheques.
4. Liaise with the management group on financial decisions.
5. Maintain a log of activities.

Vital Documents:

1. Insurance documents
2. Listing of civic/municipal assets

Identified Priorities:

1. Ensure access to emergency funds as required (credit cards, cash, cheques)
2. Track financial transactions related to expenditure of funds

Position: Human Resources Coordinator

Primary: Breigh Crepeele

Alternate: Bayleigh Thacker

with assistance from:

Responsibilities:

1. Keep an up-to-date contact list of all employees and standing names for volunteers.
2. Maintain a list of agencies who can supply temporary staff as required, including specialized personnel.
3. Develop a system for managing a post-event resource pool.
4. Maintain a list of sources for workplace health and safety advice and psychological counseling.
5. Plan for other anticipated personnel concerns (payroll, daycare, etc.)
6. Maintain a list of current job descriptions so that unavailable staff can be replaced.

Activities:

1. Account for the status of all personnel.
2. Recall priority staff.
3. Notify impacted employees of their status.
4. Coordinate a resource pool of unassigned personnel, assessing departmental needs and re-assigning as available.
5. Obtain guidance on workplace safety and health issues, as required.
6. Arrange for Critical Incident Stress Debriefing as required.
7. Arrange for other personnel concerns as required.
8. Maintain a log of activities.

Vital Documents:

1. Employee listing, emergency contact listing, and workplace location
2. Medical/psychological resource listing
3. Job descriptions
4. Payroll feed to bank.

Identified Priorities:

1. Ensure payroll is uninterrupted
2. Ensure employees have access to medical/psychological resources
3. Ensure job descriptions are available to managers/supervisors
4. Ensure that an employee listing, emergency contacts, and workplace locations for employees are available to the Emergency Response Team

Position: Infrastructure/Facilities Coordinator

Primary-: Bill Holden | Rhonda Verplanche

Responsibilities:

1. Maintain a list of reliable and qualified contractors to:
 - A.A.a. Clean and repair the damaged site so that its normal activities can be resumed;
 - A.A.b. Make temporary repairs to the damaged facility to ensure that it is secure and to prevent more damage or theft; and
 - A.A.c. Assist in establishing the alternate site.
2. Locate and maintain a list of potential alternate sites for civic/municipal operations.
3. Develop a list of contractors who specialize in damage assessment and salvage as well as those who can repair damaged resources.

Activities:

1. Contact building inspector for damage inspection.
2. Select site and initiate relocation, as necessary.
3. Allocate space requirements to organizations based on established priorities.
4. Ensure a logical layout of allocations to permit efficient functioning.
5. Coordinate the activities of the Damage Assessment/Salvage Teams.
6. Maintain a log of activities.

Vital Documents:

1. Infrastructure plans and maps
2. Contact lists for service providers and resources.

Identified Priorities:

1. Contain the emergency and ensure that facilities are safe and secure
2. Provide basic facility/utilities to other critical and vital services; temporary or permanent.

Position: Information Technology Coordinator

Primary: Munisite - Brandon

Alternate:

Responsibilities:

1. Maintain a list of local suppliers for all Information Technology (IT) resources.
2. Maintain a list of alternate suppliers outside the region for all IT resources.
3. Maintain a list of qualified contractors for specialized installations.
4. Maintain a list of all current assets and their locations.
5. Determine resources needed to implement Business Continuity Plan
6. Determine the recovery priorities based on anticipated departmental needs.
7. Develop and maintain a list of companies that specialize in electronic records salvage.

Activities:

1. Contact local suppliers to obtain essential resources, as required.
2. Contact alternate suppliers outside the region to obtain essential resources, as required.
3. Control the distribution of resources, as required.
4. Coordinate the requirements for specialized installations.
5. Maintain a record of purchases and expenditures.
6. Address departmental needs for essential information and prioritize records retrieval.
7. Contact information salvage companies as required.
8. Maintain a log of activities.

Vital Documents:

1. Inventory information

Identified Priorities:

1. Basic data network
2. Internet access to the community's web site/pages
3. Computer system operational for critical operations in Finance, HR, & Payroll

Position: **Equipment and Supplies Coordinator**

Primary: **Grant Hume**

Alternate: **Bill Holden**

Responsibilities:

1. Keep a list of local suppliers for all essential services.
2. Maintain a list of alternate suppliers outside of the region for all essential services.
3. Maintain lists of minimal requirements for all essential services.
4. Liaise with Infrastructure and Facilities Coordinator.
5. Evaluate the concept of leasing or renting options as opposed to purchase (this will be influenced by the results of the Damage Assessment process).

Activities:

1. Contact local suppliers to obtain essential resources.
2. Contact alternate suppliers outside of the region to obtain essential services, as necessary.
3. Distribute resources within the Department in accordance with the established priorities.
4. Maintain a detailed log of activities.

Note: When considering suppliers, the following points should be considered:

1. **Reliability:** Are they likely to be impacted by the same incident? Do they have their own Business Continuity Plan
2. **Flexibility:** What are their hours of operation? Will they provide emergency services? Will they supply resources for a short period of time, and at what cost? Are they willing to participate in training exercises?
3. **Payment:** Are credit arrangements available?

Identified Priorities:

1. Distribution of supplies to keep the community operational.

SERVICE MATRIX

(May be subject to change depending on the time of year and type of emergency)

Less than one day

2-3 days

4-14 days

More than 14 days

Less than one day	2-3 days	4-14 days	More than 14 days
Critical Services Water and Sewer Hydro Road access Drainage in town sites 4G/LTE data Cardlock gas stations			
Vital Services Access to food Access to general health services Private business/employment open NetSet internet access			
Necessary Services School open			
Desired Services			
Cable television			
Recreation facilities			

EOC Contact List

Title	Name	Home #	Cell #
Emergency Control Group			
Municipality of Melita			
Foreman	Deb Vanbeselaere		204 522 6176
Municipal Worker			
Heavy Equipment			
Back Hoe Service			
Fuel Truck			
COOP Fuel Truck Driver			
Class 1 Truck Driver			
Tractor Driver			
Bus Driver			
Oil Companies			
Tundra Oil and Gas-Virden	Call Centre	748-3095	

Community	Description	Contact Name	Home #	Alternate #
Generators				
Melita	Rock Valley Oilfield Services	Shaun Schoonbaert	522-31263	
Waskada	Sto-Van Service		673-2575	
Heavy Equipment				
Waskada	Jolly Construction	Sterling Jolly	673-2515	
Waskada	Spence Construction	Ed Spence	673-2447	
Goodlands	Bell's Backhoe			
Waskada	Sto-Van (rentals)		673-2575	
Goodlands	High Level Construct.		747-3877	
Lighting				
Waskada	Sto-Van		673-2575	
Waskada	Enerent	Carson Spence	673-2320	522-5685
Medical Equipment-Additional				
Waskada	TS & M Supply		673-2420	
Pumps				
Waskada	Sto-Van		673-2575	
Waskada	Enerent		673-2320	522-5685
Melita	Rock Valley Services			

Community	Description	Contact Name	Home #	Alternate #
Stock trailers				
Trucks				
Virден	Potable Water hauling	Virден Water Service	748-2000	
Melita	Steam/Wash truck	Shaun Schoonbaert		
Deloraine	Septic vac truck	Bill Aitchison	747-2873	
Kola	Vac & Daylighting	TSL Industries	556-2464	
Carlyle SK	Daylighting	Badger Daylighting	306-453-2655	
Waskada	5-ton flat deck	RM Melita	673-2401	
Waskada	16-foot flatdeck trailer	Enerent/Carson Spence	522-5685	
Trucks (cont'd)				
Tow Trucks				
Melita	Twisted Metal Towing	Justin Phair	522-6645	

Community	Description	Contact Name	Home #	Alternate #
Buses				
	Southwest Horizon School Division		483-5533	
Telecommunications				
Waskada	Smartronics	Ken Smart	673-2521	
Snowmobiles				
ATV's				
Brandon	Robby Ballingall		721-0634	

Supplies - Material

Name	Description	Contact Name	Contact Home #
Hardware			
Boundary Co-op Kiosk	Tools & lube	Waskada	673-2689
TS & M Supply	Safety gear	Waskada	673-2420
Delmar's	Hardware	Melita	522-3937
Boundary Co-op	Hardware	Deloraine	747-2226
Lumber			
Boundary Co-op		Deloraine	747-2226
Stewarts Lumber		Melita	522-3278
Sand & Gravel			
RM Melita			673-2401
Jolly Construction		Sterling Jolly	673-2515
Bell's Backhoe		Steve Bell	305-0057
Feed Lots			
Trewin Cattle		Greg Trewin	
Fuel Depot			
Mar-Dee	24 hr cardlock	NW of Waskada on road 7N	522-3202
Co-op	24 hr cardlock	N of Waskada, on hwy 83	673-2689
Food			
Waskada Community Foods	Grocery Store	Amanda Flannery	
Savoury Sensations	Restaurant	Joanne Holinaty	673-2203
Melita Co-op	Grocery Store		522-3362

Deloraine Co-op	Grocery Store		747-2316
-----------------	---------------	--	----------

Emergency Social Services

Name	Description	Contact Name	Contact Home #
Clothing			
Deloraine United Church	Thrift Store	109 Cavers St.	747-2246
Shelter & Reception Centres			
Legion Memorial Hall		95 Main St	

Miscellaneous
Services

NAME	Description	Contact Name	Contact Home #
Cooking	Meal Prep		
Media			
Cable Access TV	Cable Local TV	Doug West	
Times & Star	Newspaper	Judy Wells	747-2249
New Era	Newspaper	Karen Branston	522-3491
Brandon Sun	Newspaper	Newsroom	571-7430
CJRB Boissevain	Radio	Barry Lamb	534-6000
101.9 The Farm	Radio	Studio Line	728-3276
96.1 Bob FM	Radio	Studio Line	727-5996
880/91.5 Q Country	Radio	Studio Line	888-221-0880
94.7 Star FM	Radio	Studio Line	866-727-7287
EOC Locations			
Town Hall		79 Main St	673-2203
Volunteer Groups			
Turtle Mtn. Drifters	Snowmobiles	Roland Hainsworth	

Miscellaneous
Services

NAME	Description	Contact Name	Contact Home #
Utilities			
MB Hydro	Electricity / Gas		888.624.9376
Bell MTS	Phone		611
Contractors			
Spider Electric	Electrician	Brad Paschinski	747-5489
Andries Electric	Electrician	David Andries	747-3462
Origin Plumbing	Plumber	Scott Williams	215-0056
Deloraine Plumbing	Plumber	Jim Moffat	747-3449
Jan-Van	Carpenter	Ron Janssens	658-3422
Davis Hooper	Carpenter		673-2749
Medical			

Miscellaneous Services

NAME	Description	Contact Name	Contact Home #
Deloraine Hospital		Nurses Station	747-2243
Melita Hospital		Nurses Station	522-3403
Veterinarian			
BorderVet	Veterinarian		522-8405
Equipment Operators			

APPENDIX K

Animals and Pets

Farm Animals

1. Definitions.

Biosecurity. Biosecurity is a set of measures designed to help protect a farm or premises from the entry and spread of pathogens causing diseases. Biocontainment is an important component of biosecurity, which includes a series of management practices that prevent the spread of pathogens between animal populations on a farm and pathogens from leaving the farm. (For more information, see <https://www.manitoba.ca/agriculture/animal-health-and-welfare/animal-health/biosecurity.html>.)

2. Farm animals can be a major problem in emergencies:

- a. They often are kept in biosecure circumstances and cannot be moved, or be easily moved as they should not be combined with animals from another biosecure site. The animals may also need specific equipment in the barns (e.g., milking equipment or laying hen cages);
- b. If they can be moved, it is difficult to find new locations able and willing, or with the space, to take them (and it may be difficult to get transportation for them all); and
- c. In the event of mass mortality disposal of carcasses is a major problem.

3. Animals kept in barns (many of which will have biosecure conditions) include:

Dairy cows
Pigs – breeding, gestation, farrowing, nursery, feeder
Poultry – egg producing
Poultry – meat producing chickens, turkeys, geese, ducks
Horses – PMU (pregnant mare urine)
Aquaculture
Other

4. Animals kept outdoors include:

Beef cattle
Sheep
Goats
Horses
Bison
Elk
Poultry

5. In addition to the usual run of emergencies we are familiar with, and which may affect farms (e.g., floods, tornadoes), animal disease can be quite serious and require a full municipal effort.
6. Every piece of land (legal land description) with agricultural animals, including farms, should have a Premises Identification Number, which provides provincial (Manitoba Agriculture) staff with details on location, type and number of animals, and so forth. The acquisition and maintenance of these numbers is something you should be engaged in as an emergency coordinator.
7. **Roles and Responsibilities.**
 - a. Farmer/Producer. Have an emergency plan, stand-by power, heaters, feed, water, etc. Have some plan for alternative housing and transportation.
 - b. Associations – livestock, poultry (e.g., Dairy Farmers of Manitoba). Provide facilitation of moving information among producers, including that pertaining to housing and transportation. (Associations will generally only support their members, and not all producers belong to the applicable association.)
 - c. Municipality. Maintain contact with farmers and associations and the province and lend assistance as required.
 - d. Emergency Measures Organization. Provide support as required and the path to contact with Manitoba Agriculture.
8. Useful information sources include:

Preparing a Beef Farm for Flood Conditions

https://www.gov.mb.ca/asset_library/en/spring_outlook/preparing_beef_farm.pdf

Preparing a Swine Operation for Flood Conditions

https://www.gov.mb.ca/asset_library/en/spring_outlook/preparing_swine_operation.pdf

Premises Identification

Manitoba.ca/pid

Emergency Preparedness for Farm Animals

<https://www.getpreared.gc.ca/cnt/rsrscs/pblctns/frm-nmls/frm-nmls-eng.pdf>

Emergency Preparedness – Alberta Farm Animal Care

<https://www.afac.ab.ca/resources/emergency-preparedness/>

Pet Animals

9. Pets are very difficult to deal with during emergencies, and will require considerable effort to accommodate, notably if evacuation is required. This SOP may help with some aspects of that.
10. **Individual Responsibilities.** The pet owner should do these things prior to any emergency – part of general individual responsibilities for the first 72 hours.

- a. Have a plan;
- b. Have a neighbour or friend who can recover the pet if the owner is evacuated;
- c. Get a microchip inserted into the pet in case of separation;
- d. Have a potential new home or homes in mind where the pet can be boarded in case of evacuation; and
- e. Prepare a go-bag in advance, containing:
 - Veterinarian and vaccination records
 - Microchip number
 - Medication if needed for two weeks
 - First aid kit for the pet
 - Spare collar, leash
 - Blanket
 - Toys, treats
 - Cage or carrier
 - Paper towels, plastic bags, disinfectant
 - Food and water bowls
 - Cat litter if applicable
 - Water and food for 72 hours (and can opener for canned food)

11. **Municipal Responsibilities.**

- a. Include pets in all public education campaigns regarding personal responsibilities;
- b. At Reception and Inquiry centres, have an area set aside for pets. Pets should not be allowed inside the centre due to allergies and other health reasons. This said, pets should be kept from close contact with other pets for pet and human health reasons;
- c. Preposition snow fencing and stakes to allow for the rapid construction of a pet holding area at the Reception and Inquiry Centre;
- d. Remind all pet owners to take special care during emergencies regarding personal and pet hygiene, as routines are disrupted, and people and animals are thrown into close contact. Some diseases spread pet to human, some pet to pet; and
- e. Maintain a list of veterinarians, boarding facilities, animal shelters, pet-friendly accommodation. Note that EARL contains this information and differentiates between pet-friendly and non-pet-friendly accommodation.

Appendix L
SEMG print of Emergency Assets
Resource List.
Last updated July 2019

Emergency Measures

MB EMO - Western EMA Bob Schkawritka (c) 204-794-3574 (w) (h) Brandon
Regional Emergency Advisor (EMA) for Western area bob.schawritka@gov.mb.ca

MB EMO Duty Officer (c)204-945-5555 (w) (h)
MB Emergency Measures

FMO 24/7 Emergency Number

Government Agencies - Federal

Nav Can Flight Plan Shift Manager (c) 1_866-541-4103 (w) 204-983-8337 (h) Winnipeg
Air Search Initiation

Public Safety Canada Mitch Muller (c) 204-296-7335 (w) 204-983-3148(h) 1-800-830-31 18 Winnipeg
Senior Programmes Officer, Manitoba

Transport Canada CANUTEC Dangerous (w) 1-800-226-8832 (h)
goods transporting
Dangerous Goods Emergency

Environment Canada General Office (c) (w) 800-668-6767(h)
weather forecasts, alerts and resources

Transportation Safety Emergency reporting 7/24 (c) (w) 800-387-3557 (h)

Board of Canada investigates air, marine, rail and pipeline
occurrences

Government Agencies - Provincial

[Province of Manitoba | Access Direct Links to Government of Manitoba](#)

- [Advanced Education, Skills and Immigration](#)
- [Agriculture](#)

- [Economic Development, Investment and Trade](#)
- [Education and Early Childhood Learning](#)
- [Environment, Climate and Parks](#)
- [Families](#)
 - [Francophone Affairs](#)
 - [Status of Women](#)
- [Finance](#)
- [Health](#)
- [Indigenous Reconciliation and Northern Relations](#)
- [Intergovernmental Affairs](#)
- [Justice](#)
- [Labour, Consumer Protection and Government Services](#)
- [Mental Health and Community Wellness](#)
- [Municipal Relations](#)
- [Natural Resources and Northern Development](#)
- [Public Service Commission](#)
- [Seniors and Long-term Care](#)
- [Sport, Culture and Heritage](#)
- [Transportation and Infrastructure](#)
- [Treasury Board Secretariat](#)

[Province of Manitoba | Contact Government Urgent Service Numbers](#)

Emergency Measures Organization - Duty Officer 204-945-5555	
Animal Care Line - (Chief Veterinary Officer) 204-945-8000	1-888-945-8001 (in Manitoba)
Child and Family Services 24 hours in Manitoba - routes calls to nearest office	1-866-345-9241
Child and Family Services - All Nations Coordinated Response Network (ANCR) 204-944-4200 Winnipeg Intake (24 hours)	1-888-945-2627 (24 hours) (in Manitoba)
Domestic Abuse Crisis Line 24 hours, in Manitoba	1-877-977-0007
Employment and Income Assistance - After Hours Emergencies	1-866-559-6778
Emergency Measures Organization (Disaster Financial Assistance/DFA) 204-945-4772	1-888-267-8298 (in Manitoba)
Environmental Accidents 24 hours, in Manitoba	1-855-944-4888
Health Links/Info Santé 24 hours, in Manitoba	1-888-315-9257
Highway Information (511) 24 hours, in Manitoba, Saskatchewan, North Dakota, NW Ontario	1-877-627-6237
Housing and After Hours Tenant Emergencies 24 hours, in Manitoba	1-800-661-4663
Problem Gambling Helpline 24 hours, in Manitoba	1-800-463-1554
Senior's Abuse Support Line 24 hours, in Manitoba	1-888-896-7183
Turn-In-Poachers (TIP)/Forest Fire Situation 24 hours, in Manitoba	1-800-782-0076

Access Manitoba Help Desk 204-948-2377	1-877-622-2377 (in Canada)
Active Living 204-945-3648	1-866-788-3648 (in Manitoba)
Addictions Foundation of Manitoba 204-944-6200	1-866-638-2561 (in Manitoba)
Addictions Foundation of Manitoba - Problem Gambling Helpline 204-944-6382 (24 hours)	1-800-463-1554 (24 hours) (in Manitoba)
Adult Learning Centres, Literacy - General Educational Development Tests 204-726-6338	1-800-853-7402 (in Manitoba)
Air Services 204-945-8990 (24 hours)	1-800-213-1228 (24 hours) (in Canada)
Animal Care Line - (Chief Veterinary Officer) 204-945-8000	1-888-945-8001 (in Manitoba)
Apprenticeship Manitoba 204-945-3337	1-877-978-7233 (in Canada)
Apprenticeship and Certification Board 204-945-8443	1-877-978-7233 (in Canada)
Archives of Manitoba 204-945-3971	1-800-617-3588 (in Manitoba)
Archives of Manitoba - Hudson's Bay Company 204-945-4949	1-800-617-3588 (in Manitoba)
Bed Bug Information	1-855-362-2847 (in Manitoba)
Bureau de l'éducation française - Direction des ressources éducatives françaises 204-945-8594	1-800-667-2950 (in Manitoba)
The Business Number 204-945-0514	1-866-205-1657 (in Manitoba)
Child and Adult Abuse Registries Unit 204-945-6967	1-855-844-8834 (in Manitoba)
Child Care Subsidy Intake and Inquiry 204-945-0286	1-877-587-6224 (in Manitoba)
Child and Family Services Authorities	1-866-345-9241 Province-wide Intake (24 hours)
Child and Family Services - All Nations Coordinated Response Network (ANCR) 204-944-4200 Winnipeg Intake (24 hours)	1-888-945-2627 (24 hours) (in Manitoba)
Child Protection - Join the Circle of Care (Foster parenting information)	1-888-995-5646 (in Manitoba)
Civil Service Superannuation Board 204-946-3200	1-800-432-5134 (in Canada)
Clean Environment Commission 204-945-0594	1-800-597-3556 (in Manitoba)
Commissioner for Oaths and Notary Public 204-945-2654	1-866-323-4249 (in Manitoba)
Communities Economic Development Fund 204-778-4138	1-800-561-4315 (in Manitoba)
Companies Office 204-945-2500	1-888-246-8353 (in Manitoba)
Compensation for Victims of Crime 204-945-0899	1-800-262-9344 (in Manitoba)
Compensation for Victims of Crime, The Appeal Commission 204-925-6110	1-855-925-6110 (in North America)
Consumer Protection Office 204-945-3800	1-800-782-0067 (in Manitoba)
Corrections - Fine Option, Community Service Order 204-945-6313	1-800-282-8066 (in Manitoba)
Corrections - Inmate and Resident Telephone System	1-866-713-4761 (in Canada)
Corrections - Probation - Intake and Records	1-800-334-8792 (in Canada)
Court - Fine Collections Unit 204-945-5850	1-866-922-0500 (in North America)
Court - Maintenance Enforcement Program 204-945-7133	1-866-479-2717 (24 hours)
Crime Prevention - Project Gang Proof	1-800-691-4264 (in Manitoba)

Criminal Property Forfeiture Unit 204-945-2218	1-866-977-2738 (in Manitoba)
Crown Lands – Parks 204-945-8872	1-800-214-6497 (in North America)
Distance Learning 204-325-1700	1-800-465-9915 (in Manitoba)
Early Learning and Child Care Program 204-945-0776	1-888-213-4754 (in Manitoba)
Economic Development Office 204-945-1055	1-866-570-7577 (in North America)
Elections Manitoba 204-945-3225	1-866-628-6837 (in North America)
Emergency Measures Organization (Disaster Financial Assistance/DFA) 204-945-4772	1-888-267-8298 (in Manitoba)
Employment and Income Assistance - After Hours Client Services Emergencies 204-945-0183 (after hours)	1-866-559-6778 (after hours) (in Manitoba)
Employment Standards 204-945-3352	1-800-821-4307 (in Canada)
Enforcement Services - Turn-In-Poachers	1-800-782-0076 (24 hours) (in Manitoba)
Family Doctor Finder 204-786-7111	1-866-690-8260 (in Manitoba)
Fisheries - Aquatic Invasive Species	1-877-867-2470 (24 hours)(in Manitoba)
Flood Protection Programs 204-945-5021	1-855-415-4530 (in Manitoba)
Food Development Centre 204-239-3150	1-800-870-1044 (in Canada)
Francophone Affairs Secretariat 204-945-4915	1-866-267-6114 (in Manitoba)
GeoManitoba - Canada Map Sales 204-945-6666	1-877-627-7226 (in North America)
Growing Forward 2 - Application Forms 204-239-3870	1-800-870-1044 (in Canada)
Hazardous Waste and Dangerous Goods - Environmental Accident Reporting Line 204-944-4888 (24 hours)	1-855-944-4888 (24 hours) (in Manitoba)
Health Care Abuse and Fraud Reporting Line 204-786-7118	1-866-778-7730 (in Manitoba)
Healthy Child Manitoba 204-945-2266	1-888-848-0140 (in Manitoba)
Healthy Child Manitoba - Triple P 204-945-4777 Parent Line	1-877-945-4777 Parent Line (in Manitoba)
Housing Delivery - Repair and Renovation Programs 204-945-5566	1-866-689-5566 (in Manitoba)
Human Rights Commission 204-945-3007	1-888-884-8681 (in Manitoba)
Immigrate Manitoba - MPNP (Provincial Nominee Program for Skilled Workers) 204-945-2806	1-800-665-8332 (in Manitoba)
Independent Investigation Unit 204-948-7000	1-844-667-6060 (in Canada)
Industry Services 204-945-5643	1-866-332-5077 (in Manitoba)
Information and Privacy Policy Secretariat (Freedom of Information And Protection Of Privacy/FIPPA 204-945-1252	1-800-617-3588 (in Manitoba)
Legal Aid Manitoba 204-985-8500	1-800-261-2960 (in Manitoba)
Liquor, Gaming and Cannabis Authority of Manitoba 204-927-5300	1-800-782-0363 (in Manitoba)
Manitoba Arts Council 204-945-2237	1-866-994-2787 (in Manitoba)
Manitoba Breeding Bird Atlas Coordinator 204-945-6816	1-800-214-6497 (in North America)
Manitoba Crop Residue Burning Program - Authorization	1-800-265-1233 (in Manitoba) (automated)
Manitoba Emergency Services College 204-726-6855	1-888-253-1488 (in Manitoba)

Manitoba Emergency Services College Critical Incident Stress Management (CISM):	1-888-389-3473 (24 hours)(in Manitoba)
Manitoba Health Appeal Board 204-945-5408	1-866-744-3257 (in Manitoba)
Manitoba Hepatitis C Compassionate Assistance Program 204-788-6339	1-866-357-0196 (in Manitoba)
Manitoba Integrated Task Force for Missing and Murdered Women - Project DEVOTE 204-984-0504	1-866-484-2846 (in Canada)
Manitoba Jobs and Skills Development Centres 204-945-0575	1-866-332-5077 (transfers to nearest centre in province) (in Manitoba)
Manitoba Learning Resource Centre 204-483-5040	1-866-771-6822 (in Manitoba and Saskatchewan)
Manitoba Ostomy Program (Ostomy Supplies Only) 204-926-6080	1-877-477-4773 (in Manitoba)
Manitoba Prosecution Service (Crown Attorney) 204-945-2852	1-855-593-3301 (in North America)
Manitoba Securities Commission 204-945-2548	1-800-655-5244 (in Manitoba)
Manitoba Strategic Infrastructure Secretariat 204-945-4074	1-800-268-4883 (in Manitoba)
Manitoba Student Aid 204-945-6321	1-800-204-1685 (in North America)
Manitoba Tax Assistance Office 204-948-2115	1-800-782-0771 (in Manitoba)
MERLIN (Manitoba Education Research and Learning Information Networks) 204-474-7800	1-800-430-6404 (in Manitoba)
Mineral Resources 204-945-1119	1-800-223-5215 (in North America)
Motor Carrier – Permits 204-945-3961	1-877-812-0009 (in North America)
Motor Carrier Enforcement Programs 204-945-3890	1-877-340-9068 (in Manitoba)
Municipal Employees Benefits Program 204-926-7979	1-800-432-1908 (in Canada)
Municipal Relations Emergency Line	1-866-735-3111 (24 hours) (in Manitoba)
Municipal Relations Inquiries 204-945-0119	1-866-801-2888 (in Manitoba)
Nurses Recruitment and Retention Fund 204-786-7393	1-877-681-4983 (in North America)
Manitoba Advocate for Children and Youth 204-988-7440	1-800-263-7146 (in Manitoba)
Office of the Vulnerable Persons' Commissioner 204-945-5039	1-800-757-9857 (in Manitoba)
Ombudsman Manitoba 204-982-9130	1-800-665-0531 (in Manitoba)
Parks Reservation Service 204-948-3333	1-888-482-2267 (in North America)
Professional Certification 204-773-2998	1-800-667-2378 (in Manitoba)
Property Taxes, Land Tax Sales - Northern and Unorganized Territories 204-677-6621	1-888-677-6621 (in Manitoba)
Protection for Persons in Care Office 204-788-6366	1-866-440-6366 (in Manitoba)
Provincial Drug Program (Pharmacare) 204-786-7141	1-800-297-8099 (in Manitoba)
Provincial Drug Program - Exception Drug Status 204-788-6388	1-800-557-4303 (in Manitoba)
Provincial Drug Program - Monthly Deductible Instalment Payment Program for Pharmacare 204-945-1733	1-888-519-3492 (in Manitoba)
Provincial Services - Rent Assist, Disability and Health Supports Unit (DHSU), Income Supplements Programs 204-945-2197	1-877-587-6224 (in Manitoba)

Public Housing Programs, Manitoba Housing Communications Centre 204-945-4663	1-800-661-4663 (24 hours) (in Manitoba)
Public Library Services 204-726-6590	1-800-252-9998 (in Manitoba)
Public Safety Investigations 204-945-3475	1-800-954-9361 (in Manitoba)
Public Utilities Board 204-945-2638	1-866-854-3698 (in Manitoba)
Real Estate Services Division 204-239-3510	
Residential Tenancies Branch – Winnipeg 204-945-2476	1-800-782-8403 (in Manitoba)
Residential Tenancies Branch – Brandon 204-726-6230	1-800-656-8481 (in Manitoba)
Residential Tenancies Branch – Thompson 204-677-6496	1-800-229-0639 (in Manitoba)
Rural Home Ownership Program 204-451-3960	1-855-201-4624 (in Manitoba)
SAFE Work Manitoba 204-957-7233	1-855-957-7233 (in North America)
Selkirk Mental Health Centre 204-482-3810	1-800-881-3073 (in Manitoba)
Senior's Abuse Support Line	1-888-896-7183 (24 hours)(in Manitoba)
Sport Manitoba – Kidsport 204-925-5922	1-866-774-2220 (in Manitoba)
Status of Women 204-945-6281	1-800-263-0234 (in Manitoba)
Student Records 204-945-0201	1-833-227-1375 (in Manitoba)
Supporting Families Initiative - Family Justice Resource Centre 204-945-2313	1-844-808-2313 (in Manitoba)
Taxation 204-945-5603	1-800-782-0318 (in Manitoba)
Teachers' Retirement Allowances Fund 204-949-0048	1-800-782-0714 (in North America)
Travel Manitoba 204-927-7800	1-800-665-0040 (in North America)
Vehicle and Equipment Management Agency (VEMA) 204-945-0275	1-800-363-6693 (24 hours) (in Manitoba)
Victim Services 204-945-6851	1-866-484-2846 (in Canada)
Victim Witness Assistance Program 204-945-3594	1-866-635-1111 (in Manitoba)
Visitable Housing Design 204-945-1786	1-866-689-5566 (in Manitoba)
Vital Statistics Agency 204-945-3701	1-866-949-9296 (in Canada)
Workers Compensation Board 204-954-4321	1-855-954-4321 (in North America)
Workers Compensation Board, The Appeal Commission 204-925-6110	1-855-925-6110 (in North America)
Workplace Safety and Health 204-945-3446	1-855-957-7233 (in North America)

Crown Agencies

Manitoba Hydro - Customer Contact Centre 204-480-5900 (24 hours)	1-888-624-9376 (24 hours)(in North America)
Manitoba Hydro - Hydro Bonds	1-800-565-0350 (in Manitoba)
Manitoba Hydro - Power Smart Home Programs - Refrigerator Retirement Program	1-855-537-4343 (in Manitoba)
Manitoba Public Insurance (Autopac, Driver Licencing 204-985-7000	1-800-665-2410 (in North America)
Manitoba Public Insurance - TIPS Line 204-985-8477	1-877-985-8477 (in Manitoba)
Manitoba Public Insurance - Vehicle Inspections Unit	1-800-542-8720 (in Manitoba)
Manitoba Liquor and Lotteries Corporation 204-957-2500	1-800-265-3912 (in Manitoba)

Non-Government Organizations

Red Cross- Brandon & Western MB Emergency	(c)	(w) 204-729- 4970	(h)	Brandon WZinfo@Manitoba.redcross.ca
St. John Ambulance First Aid	(c)	(w) 204-784- 7000	(h) info@mb.sja.ca	Winnipeg
Salvation Army	0204-223-7387	(w) 204-974-1033	(h)	24/7 Emotional Support, food, supplies and more
Canadian Red Cross Disaster Coord	Cailin Hodder	0204-299-8526	(w) 204-982-7634	(h)
Mennonite Disaster Service	Ross Penner	0204-261-1274	(w) 866-261-1274	mdscn@mds.mennonite.net
Trans Canada Pipelines Emergency Response	(c) inquiry 1-800-66	(w) 888-982-7222	(h)	
Fire and Ambulance				
Pierson Fire Hall	(c)	(w) 204-634-2423	(h)	Pierson
Police and Security				
Commissionaires Manitoba	(c)	(w) 204-942-5993	(h)	Security, by-law enforcement, support to law enforcement
RCMP- Melita	(c) Admin/General	(w) Complaints/Eme1	(h)	Melita

Admin/General Inquiries 204-522-3213

Hospitals and Medical

Manitoba Poison Control 24/7 Number (c) 1-855-7P01SON (w) 855-776-4766(h) Winnipeg
Centre

The Manitoba Poison Centre operates 24/7

HSC - Children's Hospital (c)Emergency Dept (w) 204-787-2595(h) Winnipeg
emergency dept: 204-787-2306

MEC Net

HSC - General Hospital (c) IEmergency Dept(w) 204-787-3661(h) Winnipeg
emergency dept: 204-787-3160

Grace Hospital (c)204-837-0157 (w) 204-837-8311 (h) Winnipeg
emergency dept: 204-837-0157

Mental Health - 24hr Crisis Line (c)204-326-9276 (w) 1-888-617-(h) 7715
Support provided via telephone to individuals experiencing a

Deloraine Health Centre (c) (w) 204-747-2745 (h) Deloraine
Deloraine Health Centre

Hartney Community Health Centre (c) (w) 204-858-2054 (h) Hartney
Hartney Community Includes long term care

Melita Medical Clinic (c) (w) 204-522-8353 (h) Melita

Melita Health Centre (c) (w) 204-522-3403 (h) Melita

Melita Medical Clinic (c) (w) 204-522-8353 (h) Melita

Melita Personal Care Home with 20 beds is attached

Municipal Emergency Coordinators

Q MEC Net	(c)	(w) 204-885-5997 (h)	Winnipeg
			admin@qmecnet.ca

SEMG -MEC	Ross Robinson	(c) 204-761-5759	(h)
	SEMG- South Emergency Municipal Group		sextantconsulting@hotmail.com

Accommodations

Salvation Army Family Shelter	called SonRise	(c)204-233-7287	(w) 204-946-9471(h)	Winnipeg
-------------------------------------	----------------	-----------------	---------------------	----------

Deloraine Motor Inn		(c)	(w) 204-747-2076	Deloraine
	No restaurant			

Canadian Wilderness Inn - Deloraine		(c)	(w) 204-747-3300 (h)	Deloraine
--	--	-----	----------------------	-----------

MEC Net

Hartney Motor Inn		(c)	(w) 204-858-2525	(h)	Hartney
-------------------	--	-----	------------------	-----	---------

Dreamland Motel	Russ Champion	(c)	(w) 204-552-3594	(h)	Melita
	27 Rooms - Pet friendly				

Melita Inn		(c)	(w) 204-533-3336	(h)	Melita
					Facebook https://www.facebook.com/melitaemergency

Western Star Hotel and Suites		(c)	(w) 204-522- 8694	(h)	Melita
	Pets allowed				
R & M Value Accommodations	Roy & Michelle Thorne	(c)	(w) 204-522- 8517	(h)	Melita
Carriage House Accommodations	Cheryl Arndt	(c)	(w) 204-522- 0081	(h)	Melita
Little Patch Of Heaven Bed & Breakfast		(c)	(w) (204) 761-6139	(h)	Sifton

Restaurants and Caterers

The Rendezvous Restaurant			(c)	(w) (204) 747-3463	(h)	
Hoysun Chinese Restaurant		(c)	(w) (204) 747- 3673	(h)	Deloraine	
Lauder Community Inn	Ron Turnbull	(c)	(w) 204-858- 2244	(h)	Deloraine	
Melita Congregate Meals	(c) (w) 204-522- 8795 for Melita and Pierson Seniors		(h)	Melita	Lauder	
Melita Golf Course		(c) Off-Season -	(w) 204-522-3820	(h)	Melita	

The Club House offers a full menu and bar service throughout the

SEMG Emergency Asset Resource List

Chicken Chef - Melita	(c)	(w) 204-522-2484 (h)	Melita
Happy Chopstick Restaurant	(c)	(w) 204-522-3966 (h)	Melita
Heritage Restaurant	(c)	(w) (204) 634-2414 (h)	Pierson

Community Centres, Halls, Churches and Arenas

Hartney & Area Arena	(c)	(w) 204-858-2135 (h)	Hartney
Melita Legion Community Hall	(c)	(w) 204-522-3314	Melita
Melita and Area Arena	(c)	(w) 204-522-8257 (h)	Melita

Melita & Area Arena —431-886-8257

Schools and Daycares

Hartney School	Shannon Combs	(c)	(w) (204) 483-6295 (h)	Hartney
			shannoncombs@shmb.ca	
Melita School		(c)204-483-6293	(w) 1-866-422-5113 (h)	Melita
Melita School			lindaharmon@shmb.ca	
Melita School				
Minto School		(c)	(w) (204) 776-2041 (h)	Minto

SEMG Emergency Asset Resource List

Pierson School (c)1-204-483-6292 (w) 1-866422-51 12 (h) Pierson
 Also listed: Email: marniemccutcheon@shmb.ca Email: info@shmb.ca

Media - Radio

CBC Radio (c) (w) 204-788-3641 Winnipeg
 Fax # 204-788-3643 talkback@cbc.ca radi0893@cbc.ca

CKSB 10 FM General Number (c) (w) 204-788-3222 (h) Winnipeg
 French Language Radio 88.1 FM

TSN 1290 AM Business Number (c) (w) 204477-5120 Winnipeg
 Winnipeg Area but can be live streamed

CBC AM Radio 990 (c)204-788-3641 (w) 204-788-3217 (h) Winnipeg

CJOB AM Radio 680 0204-786-3421(w) 204-786-2471 Winnipeg
 (h) (f) 204-783-4512
 Talk radio station fax # 204-783-4512 alt ph.: 204-786-3421 cjobnews@cjob.com

94 FM/99.9 204-453-76960) 204477-8255 (h) 204-837-0157
 BOB/1290
 CFRW

AM 1250/Lite 96.7 Crystal 204-326-22990) 204-326-3737 (h) Steinbach
 FM/MIX 96/QCountry 107
 Crystal is the station manager

CKMW/CJEL FM Ang Enns (c) (f) 204-325-22060) 204-325-9506 (h) Winkler

Media - Print

Winnipeg Free Press	(c)	(w) 204-697-7292	(h)	Winnipeg
Fax # 204-697-7412				city.desk@freepress.mb.ca
Winnipeg Sun	(c)204-694-2022	(w) 204-632-2780	(h)	Winnipeg
Fax # 204-697-0759				wpgsun.citydesk@sunmedia.ca
La Liberte - French Print	(c)	(w) 204-237-4823	(h)	Winnipeg media
Fax # 204-231-1998				administration@la-liberte.mb.ca

5.6 MEDIA• - TELEVISION

APTN	(c)888-330-2786	(w) 204-947-9331	(h)	Winnipeg
Fax # 204-947-9307				info@aptn.ca
CBC French - CBWFT	(c)	(w) 204-788-3262	(h)	Winnipeg
Fax # 204-788-3823				manitoba@cbc.ca
CBC - CBWT	(c)	(w) 204-788-3641	(h)	Winnipeg
Fax # 204-788-3643	talkback@cbc.ca			radi0893@cbc.ca
CKY - CTV	(c)Fax 204-943	(w) 204-788-3300	(h)	Winnipeg
winnipegnews@ctv.ca				winnipegnews@bellmedia.ca
Global TV	(c)204-233-3304	(w) 204-235-8545	(h)Fax 204-233	Winnipeg
(h) Fax 204-233				Winnipeg
				winnipeg@globalnews.ca

SEMG Emergency Asset Resource List

(w) 204-788-3217

(h) (f) 204-953-4300

Winnipeg

talkback@cbc.ca

Generators, Electrical and Power

Mainline Industries	Business Number	(c)	(0204-338-1900	Winnipeg
	Generators, contractor, construction			
Palmlite Industrial Services	Stan Hiebert	(c)204-392-6960	(w) 204-326-3781 (h)	Blumenort
	Generators, transfer switches, pumps, electric motors			
Battlefield Rental	Business Number	(c)	(w)204-474-2411 (h)	Bdn]Wpg
	Emerg # 204-981-4289 rentals inc generators, tools, equipment			
Andries Electric	Gary Andries	0204-305-0180	(w) 204-747-3462 (h)	Deloraine
	andries@mynetset.com			
Westman Electrical Contracting		(c)	(w) (204) 522-3483 (h)	Melita
Westman Electrical Contracting		(c)	(w) (204) 522-3483 (h)	Melita

5.7 TECHNOLOGY SUPPLIES AND SERVICES

Alcom Electronic Communications	Kevin Wittmeier	(c)204-803-8456	(w) 204-237-9099 (h)	Winnipeg
	Radios, satellite phones and service. Radio rentals			

SEMG Emergency Asset Resource List

R & C Computing Plus	Ray Smithson	(c)	(w) 204-522-8493	(h)	Melita
Southwest Electronic Service	Gary Brown	(c)	(w) 204-522-8456		Melita
	Southwest Electronic Service is a leading company activating in				
Noralta Technologies		(c)	(w) 204-522-8728	(h)	Melita
	SAAS-BASED SOLUTIONS & SERVICES FOR WELLSITE		czarowny@noralta.com		
Canadrone		(c)	(w) 204-819-5050	(h)	St. Andrews
	Drones and UAVs				
Prairie Battery	Business Number	(c)	(w) 800-615-1116	(h)	Wpg/Bdn
	vehicle, cell phone, battery (alt) 204-633-3500				
Prairie Mobile Communications	Business Number	(c)	(w) 204-632-7800	(h)	Wpg/Bdn/Rus
	2 way radios, satellite phones, wifi solutions, pagers, supporttcherepuschk@prairiemobile.com				

Stores, Services and Supplies

Princess Auto		(c)204-831-3275	(w) 204-669-4252	(h) 204-726-0601	Winnipeg
	wide variety of parts, water pumps, tools, etc				
Westem Financial Group	Carol MacDonald	(c)	(w) 204-942-2555		Winnipeg
	Municipal Insurance				
ATCO Trailers		(c)	(w) 204-633-8233		Winnipeg

SEMG Emergency Asset Resource List

Impact Security	Ron D'Errico	(c)204-890-3439	(w) 1-866-385-7037	(h) rderrico@impactsecuritygroup.ca	
WillScot		(c)	(w) 1-866-892-0176	(h)	
Modular and temporary buildings, offices, sleeping					
Bill Aitchison Septic Tank Svc		(c)	(w) 204-747-2873	(h)	Deloraine
Starline Equipment Sales	Large temporary shelters	(c)	(w) 780-986-5548	(h)	Edmonton
RONA Delmar's Hardware LTD		(c)	(w) 204-522-3937	(h)	
Delmar's Hardware Ltd RONA		(c)	(w) (204) 522-3937	(h) info.Melita02027@rona.ca	Melita
McMechan Plumbing & Heating		(c)	(w) 204-522-3306	(h)	Melita
Stewart's Lumber & Supply Timbermart Stewart	Manager: Jim	(c)	(w) 204 522-3278	(h)	Melita

SEMG Emergency Asset Resource List

DOUG'S MOBILE SERVICE & REPAIR		(c)	(w) 204-522-8451	(h)	Melita
	ENGINES DIESEL AND NATURAL GAS, OIL FIELD				
Midwestern Redi-Mix Concrete	Daryl Alexander		(w) 204-522-8304	(h)	Melita
	Gravel, Sand and Concrete				
Kleyson Group Ltd		(c)	(w) 888-488-5550		Oak Bluff
	Road salt supplier and de-icing materials				
Good Lands Environmental Inc	Cindy H01Tigan or Jill Caldwell	(c)306-482-8151	(w) (204) 634-2245	(h) 306-339-71 12	Pierson
	Spill Response, Remediation, and Reclamation				
World of Water		(c)	(w) 204-785-1910	(h)	Selkirk
	Dew Drop water				
Kodiak Shelter Systems		(c)	(w) 800-699-0244	(h)	Selkirk
	Large temporary shelters				
Waskada Community Foods	Cheryl Flannery	(c)	(w) (204)-673-2295	(h)	Waskada
	A full line of grocery items, health and beauty products, cards and				

Transportation

Beaver Bus Lines	General Information	(c)204-989-7007	(w)	(h) 204-949-7045	Winnipeg
	Charter buses			info@beaverbus.com	
First Student Canada Buses		(c)	(w) 204-257-0696	(h)	Winnipeg
	Charter buses				
Richardson International Airport - Winnipeg		(c)204-793-5339	(w) 204-987-1541	(h)	Winnipeg
	Andrew Curwin: Operations Specialist				

SEMG Emergency Asset Resource List

SNOMAN	Snowmobilers of Manitoba (c)	(w) 204-940-7533	(h)	
	snowmobiles - covers 51 clubs			
Kleysen Group Inc.	(c)	(w) 888-488-5550	(h)	
	Road Salt			info@kleysen.com
Deloraine Winchester	(c)	(w) 204-747-2018	(h)	Deloraine, MB
Airport located 3 nautical miles (5.6 km; 3.5 mi) south of Deloraine				

MEC Net

Forsyth Hauling		0204-522-5089 (w) 204-634-2244	(h)	Pierson
Provides tucking services for the Oil & Gas Industry in Southwest gordon.forsyth@mts.net				

Animal Supplies and Services

MAFRI - Provincial Chief Vet	Animal Care Line for Pets (c)	(w) 1-888-945-8001	(h)	Winnipeg
	To report an animal care concern monitored 7 days a week			animalcare@gov.mb.ca
MB Chief Vet Office	Dr. Megan Bergman (c)	(w) 204-945-7685		Winnipeg
	For farm animals and pets			chiefveterinaryoffice@gov.mb.ca
Border VET Services	Animal Health (c)	(w) 204-522-8405		Melita

SEMG Emergency Asset Resource List

Prairie Helicopters	(c)	(w)204-642-4841	(h)	Gimli
				derek@prairiehelicopters.com

Gardewine North	(c)	(w) 204-822-4200	(h)	Morden
Trucking				

Heavy Equipment and Construction

United Rentals of Canada - Brandon loc	General Equipment & Tool	(c)	(w) 204-726-8777	(h)	Brandon
--	--------------------------	-----	------------------	-----	---------

Brandt Tractor Ltd	Dave Schwark	888-227-2638 (0204-231-2333	(h)	Winnipeg
	Contractors' equipment, service, supplies, and rentals			

Westcon Equipment & Rentals	Guy Normandin	(c)	(w) 204-633-5800	(h)	Winnipeg
-----------------------------	---------------	-----	------------------	-----	----------

SMS Equipment Inc.	Sean Rafferty	(c)	(w) 204-487-1050	Winnipeg
	Komatsu			

Hitrac (1974) Inc.	Laurent Delaguis	0204-941-0701	(w) 877-8884440	(h)	Winnipeg
	Case Equipment - New and Used Equipment				

Toromont Cat	(c)	(w) 204-453-4343	(h)	Winnipeg
--------------	-----	------------------	-----	----------

Rohl Global Networks	Jason Wilson	(c)T011 Free: 1-877	(w) 204-453-1290	(h) 204-782-1707
----------------------	--------------	---------------------	------------------	------------------

Plowing, Hydrovac including machine rentals, fiber optic laying.

SEMG Emergency Asset Resource List

5.8 MECNET

Abe Fehr Construction		(c)	(w) 204-522-5464	(h)	Melita
Dean Fletcher Construction	Dean Fletcher	(c)204-522-0827	(w) 204-649-2423		Melita
Southwest Backhoe Service		(c)	(w) 204-522-5246		Melita
Pierson Welding	Bany Wilson	(c)	(w) 204-634-2240	(h)	Pierson
Jolly Construction		(c)	(w) 204-673-2515		Waskada

5.9 SENIORS' RESIDENCES AND ASSISTED LIVING

Bren Del Win Lodge		(c)	(w) 204-747-1826		Deloraine
Personal Care Home	30 Beds				
Delwyn Court Personal Care Home		(c)	(w) 204-747-1816	(h)	Deloraine
Melita Lodge		(c)	(w) 204-522-3335		Melita

Water Management Supplies

St. Boniface Bag	David Harder	(c)	(w) 204-237-8510	(h)	Winnipeg
	Regular or Super sandbags				

SEMG Emergency Asset Resource List

Shipper's Supply Inc.	(c)	(w) 204-772-9800	(h)	Winnipeg
Sandbags regular in 3 sizes				
Syn-Tex Bag Inc.	Karen (Ext 212)	(c)204-960-5045	(w) 204-632-5667	Winnipeg
After hours: 204-960-5045 Super sand bags only				
Endurapak Inc.	Michael Cumber	(c)204-296-9775	(w) 204-947-1383	(h) Winnipeg
Sandbags alt # 1-800-665-8083				
F A. Roberts and (c) (w) 204-694-4600 (h) Winnipeg Associates Ltd.				
Potable water trailers				

5.10 MECNET

Lloyd Bag Co.	(c)	(w) 519-352-9300	(h)	Chatham
sandbags fax # 519-352-3413 info@lloydbag.com				
Trans-Canada Tall)S	Business Number	(c)	(w) 204-832-5359	Headingley
Tarps, snow fences, mesh RV mats, garage divider and industrial				
Berg Bag Co.	(c)	(w) 612-332-8845	(h)	Minneapolis
sand bags toll free # 800-658-7201 fax # 612-332-8847 info@bergbag.com				
Industrial Bags	(c)	(w) 800481-2713	(h)	Montréal
sand bags				
Valley View Ventures Ltd.	Jason Eisner	(c)204-734-8221	(w) 204-734-9951	Swan River
Regular & super sandbags				

Service Stations and Garages

Boundary Consumers Coop Petroleum	(c)	(w) 204-522-5969	(h)	
Valleyview Co-op Deloraine Gas Bar	(c)	(w) 204-747-2291	(h)	Deloraine
Gas Bar, Agro Centre, Home Centre, Cardlock, Diesel - Clear,				

SEMG Emergency Asset Resource List

Valleyview Co-Op Hartney Cardlock Cardlock, Diesel - Clear, Gas, Diesel - Dyed, Gas - Dyed Regular,	(c)	(w) (204) 858-2276 ^(h)	Hartney
Mar-Dee Enterprises	(c)204-522-3202	(h)	Melita
Doug's Mobile Service and Douglas Calverley Repair Large inventory of truck and trailer parts	(c)	(w) 204-522-8451	Melita
Mar Dee Enterprises / Flaman Rentals Bulk Fuels, Cardlock Fuels, Lubricants, Twine, Farm Equipment	(c)1-877-762-7333	(w) 204-522-3202 ^(h)	Melita
Valleyview Co-op Melita Gas Bar Gas Bar, ATM, Propane - Automotive, Convenience Store,	(c)	(w) (204) 522-8777 ^(h)	Melita
White Owl Service (Esso) Restaurant listed Bruce Rudneski as contact	(c)	(w) (204) 522-3961 (h)	Melita
MEC Net			
Border Equipment and Repair Providing full service repair for construction equipment and on	(c)shop: 204-634	(w) 306482-7771 (h)	Pierson
Lee's Service Centre New and Used Farm Equipment Sales. Vehicle repairs.	(c)	(w) 204-634-2293	Pierson
Valleyview Co-op Pierson Diesel - Clear, Diesel - Dyed, Gas - Regular, Gas - Dyed Regular,	(c)	(w) 204-634-2328 (h)	Pierson
Waskada Cardlock	(c)	(w) 204-673-2689 (h)	Waskada g.bell@boundarycoop.ca
Waskada Tire and Oil Carson Spence	(c)204-522-5685	(w)	Waskada

SEMG Emergency Asset Resource List

Boundary Co-op Kiosk (c) (w) 204-673-2689 (h) Waskada
Cardlock available North of Waskada

Communications

Amateur Radio Jeff Dovyak (c) 204-771-0614(w) 204-787-2903(h) 204-694-8146

Emergency Service

ARES Capital Region

Melita Town Office (c) (w) 204-522-3413(h)Melita

Melita Town Office

Melita Town Office

5.11 MECNET

SEMG Emergency Asset Resource List