



REGULAR COUNCIL MEETING AGENDA

June 7, 2023, 7:00 pm

Council Chambers

1. CALL TO ORDER

2. COUNCILLOR ABSENCES

3. AGENDA ADDITIONS

4. ADOPTION OF THE AGENDA

5. DISCLOSURE OF CONFLICT OF INTEREST

6. DELEGATIONS

7. REPORTS

- a. Mayor
- b. Staff
 - i. SAO
 - ii. Fire Department

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

- a. May 9, 2023 Regular meeting
- b. May 16, 2023 Emergency meeting
- c. May 17, 2023 Emergency meeting
- d. May 18, 2023 Emergency meeting
- e. May 22, 2023 Emergency meeting
- f. May 31, 2023 Special meeting

9. DEFERRED BUSINESS AND TABLED ITEMS

10. NEW BUSINESS

- a. Emergency Plan – review and approval
- b. Lands – new titled lots

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

13. COUNCIL ISSUES & CONCERNS

14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT



SAO REPORT

DATE	SUBJECT	PREPARED BY
June 2, 2023	Hay River Evacuation – staff debriefing	Blair Porter

ISSUE

After the events of the Hay River evacuation, staff needed an opportunity to talk about what happened, the good and the bad. This would allow us opportunity as an organization to see where improvements can be made in the future.

CURRENT STATUS

The meeting was held on May 30, 2023, and these are some of the observations that came out as a result:

- Felt more prepared this year
 - o Calmer
 - o More organized, especially after determination made that we are Evacuation Center
 - o Entertainment provided for evacuees was good
 - o Lot of volunteers, more than last year
- Communication was an issue
 - o Some staff felt they were left without information
 - o Cell service was horrible
 - o Printed copies of updates necessary, as not all on social media
 - o News travelled fast through evacuees
- Dealing for those with special needs is a concern
 - o Access for these ones
 - o Need to be prepared for
- Evacuees themselves posed some problems
 - o Speeding in the parking lot
 - o Leaving garbage all around
- Lack of access to medical facilities an issue

RECOMMENDATIONS

Some recommendations to consider in future:

- Work on communication in everyday work
 - o Ensure proper channels are followed all the time
- Lobby for better cell towers, install boosters, etc...

- Educate residents, including pre-registration for evacuation and volunteers
- Confirm resources, especially for:
 - o Propane
 - o Prescriptions
 - o Hay River Disposals – sewer and garbage collection
 - o Keith's Water
 - o Emergency lines
- Prepare for Field Triage unit to be set up at the Fire Hall

NEW ITEM



ENTERPRISE FIRE DEPARTMENT

FIRE CHIEF REPORT

May 2023

Fire Chiefs Comments/Concerns

- Wildfire season started early this year as we all know. I would like to thank, recognize, and congratulate everyone and I mean everyone. Staff, Council and Community.

Membership

During the evacuation we recruited volunteers from Hay River as most of our members were occupied supporting the evacuees and the circumstances in other ways.

Kathy Beaupre

Chaal Cadieux

Stephanie Kotchea

Sandra McMaster

Michele Paolucci

Raven Magrum

Mathew Gauthier

John Stanga

Trudy Hiebert

Nicole Kelly

Thank You very much to the Hay River Members, they were wonderful.

Fire Prevention

- Total all fire ban currently
- Wildfire smoke is a health concern.

Department Activity

- With the volunteers from Hay River we managed to empty the fire truck (pumper) 16 times (16,000 gallons) soaking the railway side of Birch Street and the north end of the service road by the Community Hall.
- Regular fire meeting on May 1 st – scene security training
- May 15 regular fire meeting – cancelled due to Hay River evacuation

Upcoming Events

- Fire Chief Association Annual General Meeting – June 15 to 19 – in Yellowknife

NEW ITEM



REGULAR COUNCIL MEETING MINUTES

May 9, 2023, 7:00 pm

Council Chambers

APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Allan Flamand Councillor Darren Sopel Councillor John Leskiw Sr Councillor Jim Dives</p>	<p><u>ABSENT</u> Councillor Barb Hart</p>	<p><u>STAFF</u> Blair Porter, SAO Chaal Cadieux, Public Works</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u> Winnie Cadieux Alan Kimble Zak Kimble</p>	<p><u>DELEGATES</u> Erin Griffiths Brian Willows</p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 9, 2023 Regular Council meeting to order at 7:01 pm.

2. COUNCILLOR ABSENCES

Motion 2023-151

Motion to accept the absence of the following councillor(s):

- Councillor Barb Hart, with reason

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

3. AGENDA ADDITIONS

Red house, staff house under 10c.

4. ADOPTION OF THE AGENDA

Motion 2023-152

Motion to adopt the agenda as presented, with changes.

Moved by: Councillor Darren Sopel

Seconded by: Councillor John Leskiw Sr.

ALL IN-FAVOUR - MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST - NIL

Initials: Mayor _____ SAO _____

6. DELEGATIONS

a. HAY RIVER HEALTH & SOCIAL SERVICES – ERIN GRIFFITHS & BRIAN WILLOWS

- 1) Why are there continuous lockdowns at the Manor?
Due to outbreaks – started with COVID-19, also influenza
Do offer mental health supports in person weekly
Why affected wing not shut down to prevent spread?
Is protocol, will have to look into
Returned to stronger protocols due to vulnerable residents
Does take toll on residents and family
Residents being told that this is the new protocol for holidays
Only if outbreak, will look into
Investigating sources of outbreak?
Have to report to CHO for each outbreak, last ones were visitors
- 2) Why was there a lack of support for Enterprise during last years' events?
Last year was a lot of lessons learned
Events not expected
What is Enterprise looking for from HRHSSA?
Prescription pickups during event
Mental health for evacuees, etc.
Need a nurse in Enterprise, especially due to number of seniors in Enterprise
- 3) Is HSS in support of our emergency plan? Will they participate in our meetings/workshops?
Yes, they are
Would be happy to attend the EMO meetings when they happen
Let them know when they are occurring
Will include Enterprise in their plans
Direct communication would help
- 4) Why is there no counseling services available for Enterprise residents?
In person services to communities ended approximately a year ago
Didn't get a lot of uptake, but willing to start up again
Drop-in service considered too

7. REPORTS

a. MAYOR

Sat down with KFN Chief for a conversation about the MOU

b. STAFF

i. SAO

Hamlet key system

Hamlet office and Community Hall cores have been changed out

Still waiting for parts for the other buildings

Lands

Sale agreements for lots to be transferred to the Hamlet are complete

Titles should be transferred in the next 2-4 weeks

Moving on to the Equity leases

Each file is being reviewed to ensure everything is in place

Variance report

Rent for Red house coming in

Cost for Public Works and Recreation – why so high?

Initials: Mayor _____ SAO _____

Good portion of the cost is the annual insurance

Fox Farm

Property owners have option to keep property or give it up

If keep, value of property is deducted from relief funding

If let it go, get full amount of relief funding

GNWT inquiry – does the Hamlet want to purchase the property for a dollar?

Could then rezone it so no development happens there anymore

That property no longer qualifies for disaster assistance funding

No obligation on Hamlet to do anything to the property if did take it over

Part of the property is within the Hay River boundary

Hay River not interested in the property at all

NUL General Rate Application

Were successful in obtaining intervenor status in the matter

Will have voice when it comes to the rates in Enterprise

AWP Industries

Would like to give council a tour at some point

Would also like to set up committee again for communication

Also wanted to inform council that there is no work camp being set up on site

Camp shacks are stored for customer

NWTEL

Installation charges? Not for existing customers

New customers will be charged installation fee

Handi van

Parts have been shipped

As soon as they arrive, will schedule date

Council has problem with the delay in getting this done

Understand frustration, will get this done asap

Generator for Hamlet Office and Fire Hall

General cost estimate – approx. \$120,000 to complete

Look into cost of having permanent generator installed

Employee Benefits

Had meeting with staff

Chose plans that they would like, both health and pension

Bring to next meeting what the staff would like

Dog complaints

Continued complaints – Bylaw Officer had conversation with them

2 of the dogs will be leaving

Our patience has run out

Could be liable should someone get hurt

RCMP won't get involved unless safety issue

Legal opinions

What's the holdup?

Short staffed, but still pushing them

ii. **PUBLIC WORKS**

Public Works Foreman Chaal Cadieux spoke to his report

Key system

Allow us to have everything under same system

Coming along nicely

Handi Van

PO has been sent, half the equipment has arrived

Expecting to hear back from within the week

WSCC inspection

Wash bay needed some electrical upgrades

Portable entrance completed – used to prevent ice and snow from falling at the entrance

Initials: Mayor _____ SAO _____

Dormer roof more permanent solution – later project

Spring Carnival

Small dog track inside ball diamond

More people than expected participated in dog sled rides

Within 2 hours, made approx. 70 trips around the track

Was a huge success

Dump

Work going on for segregation, as well as cover for household garbage

Talked to NUL for estimate to bring power into dump site

Approx. \$100K

Reason to bring power in?

To electrify fence around domestic garbage

Future development for regional waste management

Shredder, compactor, etc.

Roads

Cleared swale on Gateway Dr

Looked at storm drains – need to be cleaned out

Look at options to complete

Community Garden

Bedding plants ready to go

Irrigation system working well

FireSmart

Burn pile across from AWP site

Burn is now complete

Now back up school bus driver – passed test

Garbage going to change schedule because of bears?

Staying the same for now, will notify when schedule changes

iii. RECREATION

Major cleanup to happen at the Hall soon

Broken or damaged items be disposed of

Other things not being used could be given away or sold, perhaps by means of a garage sale

Events to be put on website?

Yes, that along with a calendar will be posted there

Outdoor storage – going to have?

Yes, shed or seacan

Like the idea of a seacan

iv. FIRE DEPARTMENT

One water pump has been replaced, cistern pump next to be replaced

Radio system has been reviewed

New system needed

Security cameras also being worked on

Certified drivers for fire truck?

Have some, but will be training others

Will use residents who have proper licence

NWTFCA conference June 15-19, 2023

SAO will attend what he can

Motion 2023-153

Motion to enter into a purchase agreement with the GNWT to purchase the lot at the Fox Farm, Lot 1003 Quad 85C/9 Plan 2388.

Moved by: Councillor Jim Dives

Seconded by: Councillor John Leskiw Sr.

Initials: Mayor _____ SAO _____

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-154

Motion to accept all staff reports, written and verbal.

Moved by: Councillor Jim Dives

Seconded by: Councillor John Leskiw Sr.

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-155

Motion to take a 10-minute break at 8:48 pm.

Moved by: Councillor John Leskiw Sr.

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-156

Motion to resume the May 9, 2023 Regular Council meeting at 8:59 pm.

Moved by: Councillor Jim Dives

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

- a. **APRIL 5, 2023 REGULAR MEETING MINUTES**
- b. **APRIL 11, 2023 SPECIAL MEETING MINUTES**

Motion 2023-157

Motion to adopt the April 5 and 11, 2023 meeting minutes, as presented.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

9. DEFERRED BUSINESS AND TABLED ITEMS - NIL

10. NEW BUSINESS

a. CAPITAL PROJECTS

i. VEHICLE QUOTES – PUBLIC WORKS & ADMINISTRATION

As per Council request, looked into possibility of electric vehicles

Quotes from Aurora Ford

Only F-150 Lightning full electric - \$100K and needs to be ordered

Did get quotes for hybrid options for F-150 and Explorer

Also question of infrastructure needed to charge these electric vehicles

Quotes from other dealerships?

Initials: Mayor _____ SAO _____

Will get quotes from Dodge and Chevrolet dealerships

Peace River Ford – has large inventory of vehicles

Will check into

ii. BACKHOE QUOTES – PUBLIC WORKS

Public Works Foreman reviewed the Backhoe briefing note with Council

How much have we spent on backhoes over the past few years?

None, as the work for which the backhoe was needed never got done

Use for ditching, digging graves, etc.

What about using contractors to do the work?

Contractors are used for Capital projects, not Operations & Maintenance

Could not afford to use contractors for O&M, only for specialty trades

This piece of equipment is to help our Public Works to get more done with same people

More efficient

What about a second-hand machine?

Consider: warranty, resale value, lack of availability for parts

Can't just buy a piece of equipment for a warranty – need to look further ahead

No issue with purchase, prefer John Deere over CAT

Do we need to purchase all the attachments?

Could be a future purchase if need be

What shape is our loader in?

Not bad, planning for replacement in a couple of years

Already in the Capital plan

Motion 2023-158

Motion to purchase the John Deere 320P Backhoe, as per the Brandt Tractor Ltd. quote dated April 20, 2023, in the amount of \$234,800 plus GST.

Moved by: Councillor Jim Dives

Seconded by: Deputy Mayor Sandra McMaster

MOTION CARRIED

4 in favour

1 opposed – Councillor Allan Flamand

- iii. Cemetery – plan review – TABLED
- iv. Burrow Pit/Trail development – plan review – TABLED
- v. Fitness Center – plan review – TABLED
- b. In-Camera session – Legal proceeding – TABLED
- c. Red House, Staff house – TABLED

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

13. COUNCIL ISSUES & CONCERNS

14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT

UPCOMING MEETINGS

- 1. June 6, 2023 – Regular meeting
- 2. June 8-10, 2023 – NWTAC (Hay River)

Initials: Mayor _____ SAO _____

3. June 18-19, 2023 – NWTFCFA Conference (Yellowknife)
4. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
5. September 18-21, 2023 – LGANT (Yellowknife)

Motion 2023-159

Motion to adjourn the May 9, 2023 Regular Council meeting at 9:51 pm.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

Seal

Michael St Amour,
Mayor

Blair Porter,
Senior Administrative Officer

Initials: Mayor _____ SAO _____

NEW ITEM



EMERGENCY COUNCIL MEETING MINUTES

May 16, 2023, 9:30 am

Council Chambers

APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Barb Hart Councillor Darren Sopel Councillor Jim Dives</p>	<p><u>ABSENT</u> Councillor Allan Flamand Councillor John Leskiw Sr.</p>	<p><u>STAFF</u> Blair Porter, SAO Lou Frost, Finance Stephanie Kotchea, Wellness Chael Cadieux, Public Works Craig McMaster, Fire</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u></p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 16, 2023 Emergency meeting to order at 9:37 am.

2. COUNCILLOR ABSENCES

3. AGENDA ADDITIONS

4. ADOPTION OF THE AGENDA

5. DISCLOSURE OF CONFLICT OF INTEREST

6. DELEGATIONS

7. REPORTS

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

9. DEFERRED BUSINESS AND TABLED ITEMS

10. NEW BUSINESS

- a. HR Evacuation
Update from Regional EOC

Motion 2023-160

Motion to maintain the current firebreaks and be proactive in irrigation throughout the community.

Moved by: Councillor Barb Hart
Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Initials: Mayor _____ SAO _____

Motion 2023-161

Motion to do a comprehensive search for available resources for fire protection and generators throughout the community.

Moved by: Councillor Jim Dives
Seconded by: Councillor Barb Hart

ALL IN-FAVOUR - MOTION CARRIED

Councillor Allan Flamand arrived at 10:29 am.

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

13. COUNCIL ISSUES & CONCERNS

14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT

UPCOMING MEETINGS

1. May 16, 2023 – Special meeting
2. May 18, 2023 - Special meeting (NWTPC)
3. June 6, 2023 – Regular meeting
4. June 8-10, 2023 – NWTAC (Hay River)
5. June 18-19, 2023 – NWTFCA Conference (Yellowknife)
6. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
7. September 18-21, 2023 – LGANT (Yellowknife)

Motion 2023-162

Motion to adjourn the May 15, 2023 Emergency meeting at 10:49 am.

Moved by: Councillor Barb Hart
Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

Seal

Michael St Amour,
Mayor

Blair Porter,
Senior Administrative Officer

Initials: Mayor _____ SAO _____

NEW ITEM



EMERGENCY COUNCIL MEETING MINUTES

May 17, 2023, 9:30 am
 Council Chambers
 APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Barb Hart Councillor Darren Soper Councillor Jim Dives Councillor Allan Flamand</p>	<p><u>ABSENT</u> Councillor John Leskiw Sr.</p>	<p><u>STAFF</u> Blair Porter, SAO Lou Frost, Finance Stephanie Kotchea, Wellness Chael Cadieux, Public Works Craig McMaster, Fire</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u></p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 17, 2023 Emergency meeting to order at 9:41 am.

2. COUNCILLOR ABSENCES

3. AGENDA ADDITIONS

4. ADOPTION OF THE AGENDA

5. DISCLOSURE OF CONFLICT OF INTEREST

6. DELEGATIONS

7. REPORTS

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

9. DEFERRED BUSINESS AND TABLED ITEMS

10. NEW BUSINESS

- a. HR Evacuation

Motion 2023-163

Motion to release emergency funds to accommodate evacuees.

Moved by: Councillor Barb Hart
Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

Initials: Mayor _____ SAO _____

Motion 2023-164

Motion to compensate volunteers for services rendered during the duration of the evacuation, commencing May 14, 2023 until completion.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Barb Hart

ALL IN-FAVOUR - MOTION CARRIED

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

13. COUNCIL ISSUES & CONCERNS

14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT

UPCOMING MEETINGS

1. June 6, 2023 – Regular meeting
2. June 8-10, 2023 – NWTAC (Hay River)
3. June 18-19, 2023 – NWTFCFA Conference (Yellowknife)
4. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
5. September 18-21, 2023 – LGANT (Yellowknife)

Motion 2023-165

Motion to adjourn the May 17, 2023 Emergency meeting at 10:40 am.

Moved by: Councillor Barb Hart

Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

Seal

*Michael St Amour,
Mayor*

*Blair Porter,
Senior Administrative Officer*

Initials: Mayor _____ SAO _____

NEW ITEM



EMERGENCY COUNCIL MEETING MINUTES

May 18, 2023, 9:30 am
 Council Chambers
 APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Jim Dives Councillor Allan Flamand</p>	<p><u>ABSENT</u> Councillor John Leskiw Sr. Councillor Darren Sopol Councillor Barb Hart</p>	<p><u>STAFF</u> Blair Porter, SAO Lou Frost, Finance Stephanie Kotchea, Wellness Chaal Cadieux, Public Works Craig McMaster, Fire</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u></p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 18, 2023 Emergency meeting to order at 9:41 am.

2. COUNCILLOR ABSENCES

3. AGENDA ADDITIONS

4. ADOPTION OF THE AGENDA

5. DISCLOSURE OF CONFLICT OF INTEREST

6. DELEGATIONS

7. REPORTS

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

9. DEFERRED BUSINESS AND TABLED ITEMS

10. NEW BUSINESS

a. HR Evacuation
 Latest update was discussed

b. Enterprise Cemetery

Council left the chambers to view the plans at the cemetery at 10:15 am.

Council returned to the chambers at 11:05 am.

Motion 2023-166

Motion to approve the latest Cemetery drawing, with changes.

Initials: Mayor _____ SAO _____

Moved by: Deputy Mayor Sandra McMaster
Seconded by: Councillor Jim Dives

ALL IN-FAVOUR - MOTION CARRIED

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

13. COUNCIL ISSUES & CONCERNS

14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT

UPCOMING MEETINGS

1. June 6, 2023 – Regular meeting
2. June 8-10, 2023 – NWTAC (Hay River)
3. June 18-19, 2023 – NWTFCFA Conference (Yellowknife)
4. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
5. September 18-21, 2023 – LGANT (Yellowknife)

Motion 2023-167

Motion to adjourn the May 18, 2023 Emergency meeting at 11:18 am.

Moved by: Councillor Jim Dives
Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Seal

Michael St Amour,
Mayor

Blair Porter,
Senior Administrative Officer

Initials: Mayor _____ SAO _____

NEW ITEM



EMERGENCY COUNCIL MEETING MINUTES

May 22, 2023, 11:00 am

Council Chambers

APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Jim Dives Councillor Allan Flamand Councillor Barb Hart</p>	<p><u>ABSENT</u> Councillor John Leskiw Sr. Councillor Darren Sopol</p>	<p><u>STAFF</u> Blair Porter, SAO</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u></p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 22, 2023 Emergency meeting to order at 11:04 am.

2. COUNCILLOR ABSENCES

Motion 2023-168

Motion to accept the absence of the following councillor:

- Councillor Darren Sopol, without reason
- Councillor John Leskiw Sr., with reason

Moved by: Councillor Jim Dives

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

3. AGENDA ADDITIONS

Councillor John Leskiw Sr. resignation
 Speaking as Councillor

4. ADOPTION OF THE AGENDA

5. DISCLOSURE OF CONFLICT OF INTEREST

6. DELEGATIONS

7. REPORTS

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

9. DEFERRED BUSINESS AND TABLED ITEMS

10. NEW BUSINESS

- a. Councillor John Leskiw Sr. resignation
 Resignation letter was read, along with text to SAO phone

Initials: Mayor _____ SAO _____

Motion 2023-169

Motion to accept the resignation of Councillor John Leskiw Sr.

Moved by: Councillor Jim Dives

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-170

Motion to leave the seat vacated until the next election in December 2023.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

b. Speaking as councillors

Facebook post made by Councillor was discussed

Councillors need to be careful

Misinformation spread regarding the tragedy on Monday evening was also discussed

Any information needs to be verified through the SAO

Once verified, Mayor is spokesman for the Hamlet

Motion 2023-171

Motion to issue warning letters to those councillors as discussed in regard to misinformation distributed.

Moved by: Councillor Barb Hart

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

11. STRATEGIC PLAN REVIEW

12. BYLAWS & POLICIES

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14. CORRESPONDENCE OUTGOING

15. CORRESPONDENCE & INFORMATION

16. ADJOURNMENT

UPCOMING MEETINGS

1. June 6, 2023 – Regular meeting
2. June 8-10, 2023 – NWTAC (Hay River)
3. June 18-19, 2023 – NWTFCFA Conference (Yellowknife)
4. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
5. September 18-21, 2023 – LGANT (Yellowknife)

Initials: Mayor _____ SAO _____

Motion 2023-172

Motion to adjourn the May 22, 2023 Emergency meeting at 11:50 am.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Barb Hart

ALL IN-FAVOUR - MOTION CARRIED

Seal

Michael St Amour,
Mayor

Blair Porter,
Senior Administrative Officer

NEW ITEM



SPECIAL COUNCIL MEETING MINUTES

May 31, 2023, 7:00 pm
 Council Chambers
 APPROVED BY MOTION #

<p><u>PRESENT</u> Mayor Michael St Amour Deputy Mayor Sandra McMaster Councillor Barb Hart Councillor Al Flamand</p>	<p><u>ABSENT</u> Councillor Darren Sopel Councillor Jim Dives</p>	<p><u>STAFF</u> Blair Porter, SAO</p> <p><u>MINUTES PREPARED BY</u> Blair Porter, SAO</p>
<p><u>GALLERY</u> Amy Mercredi</p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Michael St Amour called the May 31, 2023 Special Council meeting to order at 7:08 pm.

2. COUNCILLOR ABSENCES

Motion 2023-173

Motion to accept the absence of the following councillor(s):

- Councillor Darren Sopel, with reason
- Councillor Jim Dives, with reason

Moved by: Councillor Barb Hart
Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

3. AGENDA ADDITIONS - NIL

4. ADOPTION OF THE AGENDA

Motion 2023-174

Motion to adopt the agenda, as presented.

Moved by: Councillor Barb Hart
Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST – NIL

6. DELEGATIONS - NIL

7. REPORTS - NIL

8. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS - NIL

Initials: Mayor _____ SAO _____

9. DEFERRED BUSINESS AND TABLED ITEMS - NIL

a. CAPITAL PROJECTS

i. BURROW PIT/TRAIL DEVELOPMENT – PLAN REVIEW

The updated plans were reviewed – no adjustments requested

Motion 2023-175

Motion to approve the Burrow Pit/FireSmart project, as presented.

Moved by: Councillor Barb Hart

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

ii. FITNESS CENTER – PLAN REVIEW

The updated plans were reviewed

Changes discussed:

- make current back entrance fire escape door
- French doors instead of sliding doors onto deck rear entrance for access to radio station
- deck to have steps on either end
- ensure window darkening
- fix drain issues from well

Motion 2023-176

Motion to approve the Fitness Center project, as presented with changes.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

10. NEW BUSINESS

a. CAPITAL PROJECTS

i. VEHICLE QUOTES

Discussion:

Can have service for new vehicles done in town at Andy's Auto or Ernie's Automotive
Council preference would be the GM or Dodge vehicles

Need to buy brand new vehicles?

Consider lifespan, repairs have to come out of O&M funding

New purchases can be taken out of Capital

Motion 2023-177

Motion to purchase the 2023 Chevrolet Traverse LT for and the 2023 GMC Sierra 1500, as per quotes.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

MOTION CARRIED

Councillor Allan Flamand - No

ii. NEW HAMLET OFFICE

Received word from MACA that we can continue the New Hamlet Office project with different venue

Need motion from Council to reengage on the project

What about a design/build?

Initials: Mayor _____ SAO _____

Already started with architect – would be paying twice for plans
TAG was given choice of either at Hall or Weigh Scale – probably still have plans for both
One of the drawbacks previously was us not having title to the land
Can have another public meeting once determined what plans would look like
Would like to see the Hamlet Office building be put back to original use – gymnasium and youth centre/school
To do that need to move offices, preferably to an addition to the Hall
Would have proper Council Chambers in office addition
If offices are over at the hall, no worries of staff working alone
Need to have real plan to be able to show people
Including picture of proposed development

Motion 2023-178

Motion to rescind motion #2022-045, and to access the feasibility of adding an addition to the Community Hall for the New Hamlet Office.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

b. EMPLOYEE BENEFITS - PLAN REVIEW

Motion 2023-179

Motion to proceed with new employee benefit program and Group RRSP, as presented.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

c. ASSET DISPOSAL – FREEZERS

Motion 2023-180

Motion to accept the proposal to purchase 2 freezers in the amount of \$2000, as is.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

d. AWP MOU COMMITTEE

Motion 2023-181

Motion to appoint the following councillors to the AWP MOU Committee:

- Councillor Allan Flamand
- Councillor Barb Hart
- Deputy Mayor Sandra McMaster, alternate

Moved by: Councillor Allan Flamand

Seconded by: Councillor Barb Hart

ALL IN-FAVOUR - MOTION CARRIED

Initials: Mayor _____ SAO _____

e. OCCUPATION HEALTH & SAFETY COMMITTEE – MEMBERSHIP

Motion 2023-182

Motion to appoint the following councillors to the Joint OHSC Committee:

- Councillor Jim Dives
- Deputy Mayor Sandra McMaster

Moved by: Councillor Allan Flamand

Seconded by: Councillor Barb Hart

ALL IN-FAVOUR - MOTION CARRIED

f. RCMP COMMUNITY PRIORITIES

Motion 2023-183

Motion to accept the policing priorities list as presented by the RCMP.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-184

Motion to take a 5-minute break at 8:39 pm.

Moved by: Deputy Mayor Sandra McMaster

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-185

Motion to resume the May 31, 2023 Special meeting at 8:46 pm.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

g. IN-CAMERA SESSION – LEGAL PROCEEDING

Resolution 2023-186

Be it resolved that Council move into an In-Camera session at 8:47 pm to discuss Legal Proceedings.

Moved by: Councillor Barb Hart

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

Initials: Mayor _____ SAO _____

Resolution 2023-187

Be it resolved that Council come out of the In-Camera session at 8:59 pm and resume the May 31, 2023 Special Council meeting.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Motion 2023-188

Motion to proceed with terms as agreed upon In-Camera.

Moved by: Councillor Barb Hart

Seconded by: Councillor Allan Flamand

ALL IN-FAVOUR - MOTION CARRIED

11. STRATEGIC PLAN REVIEW - NIL

12. BYLAWS & POLICIES - NIL

13. COUNCIL ISSUES & CONCERNS

Concern with letter issues to parents in Enterprise regarding evacuation procedures

Not enough time allowed for Enterprise parents to drive in to pick up their children

Hamlet is in charge of the transportation for school kids

Can send the school bus to go pick up the kids

Motion 2023-189

Motion to draft a letter to the SSDEC and HRDEA regarding transportation for evacuation event for Enterprise students attending school in Hay River.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Concern that a resident donated 2 chess sets as prizes for the tournament, but was informed that it would not be used as a prize

Donations should be used as intended

14. CORRESPONDENCE OUTGOING - NIL

15. CORRESPONDENCE & INFORMATION - NIL

16. ADJOURNMENT

UPCOMING MEETINGS

1. June 6, 2023 – Regular meeting
2. June 18-19, 2023 – NWTFCFA Conference (Yellowknife)
3. July 17-21, 2023 – Level of Service Workshops (Christina Benty)
4. August 23-25, 2023 – Strategic Plan (Gordon MacIntosh)
5. September 18-21, 2023 – LGANT (Yellowknife)

Initials: Mayor _____ SAO _____

Motion 2023-190

Motion to adjourn the May 31, 2023 Special Council meeting at 9:20 pm.

Moved by: Councillor Allan Flamand

Seconded by: Deputy Mayor Sandra McMaster

ALL IN-FAVOUR - MOTION CARRIED

Seal

Michael St Amour,
Mayor

Blair Porter,
Senior Administrative Officer

Initials: Mayor _____ SAO _____

NEW ITEM

ENTERPRISE EMERGENCY PLAN

Approved August 8, 2016
by Resolution # 2016-231
Last Revised May 29, 2019
by Resolution # 2019-191

Amendments

REVISION DATE	APPROVED BY
Original Document	August 8, 2016: Resolution 2016-231
Update – May 29, 2019	June 4, 2019: Resolution 2019-191
Update – Mar 12, 2020	

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List of Acronyms

ACRONYM	FULL NAME
CERC	Community Emergency Response Committee
EOC	Emergency Operations Centre
IC	Incident Commander
MACA	Municipal and Community Affairs
SAO	Senior Administrative Officer
EMO	Emergency Management Organization
SOLE	State of Local Emergency
GNWT	Government of the Northwest Territories

Emergency Contacts

ORGANIZATION	TITLE	CONTACT INFORMATION
Municipal and Community Affairs	Regional Superintendent Bobby Bourque	Phone: 1-867-872-6527 Cell Phone: 1-867-587-6602 Fax: SAT Phone:
Municipal and Community Affairs	TJ Moore	Phone: 1-867-872-6535 Cell Phone: 1-250-218-9820 Fax: SAT Phone:
Municipal and Community Affairs	24/7 Emergency	Phone: 1-867-920-2303 FAX: 1-867-873-0309
Environment and Natural Resources	Wildlife Emergencies	Phone: 1-867-875-7640
Environment and Natural Resources	Forest Fire Emergency Line	Phone: 1-877-698-3473
Aboriginal Affairs and Northern Development Canada	24/7 Spill Line	Phone: 1-867-920-8130
Northwestel	Customer Service Line	Phone: 1-888-423-2333
Northland Utilities	24/7 Line	Phone: 1-800-264-5313
Housing Corp (Hay River)	Head Office	Phone: 1-867-874-5200
NWT Health and Social Services Authorities	Main Switchboard	(867) 767-9095
Hay River Health and Social Services Authority	Main Switchboard	Phone: 1-867-874-8000
RCMP (Hay River)	24/7 Line	Phone: 1-867-874-1111
Infrastructure	Regional Offices	North Slave Region 867-767-9049 South Slave Region 867-875-8032 Dehcho Region 867-695-7651 Beaufort Delta Region 867-777-7146 Sahtu Region 867-587-2718

Introduction

Any community is vulnerable to hazards and emergencies. These can be human caused such as transportation accidents, hazardous materials spills and infrastructure disruptions that could involve utility and power failures, and natural hazards such as severe weather, wildfires and floods.

This Hamlet of Enterprise Plan establishes the framework that ensures the community is prepared to deal with a wide range of emergencies and hazards. It is the way through which community resources will be used to prepare for, respond to, and recover from emergency events. It is designed to ensure that all agencies are fully aware of their respective roles and responsibilities during emergencies.

The Emergency Plan also makes provisions for the earliest possible coordinated response to an emergency, provides an understanding of the personnel and resources available to the community and recognizes that additional expertise and resources can be called upon if required.

This emergency plans does not apply to “normal” situations that can be handled by first response agencies on their own.

Scope

The aim of the Enterprise Plan is to provide the framework within which extraordinary measures can be taken to protect the health, safety, and welfare of the residents, prevent or minimize property damage or loss, protect the environment and minimize economic disruption when faced with an emergency.

Purpose

The plan unifies the efforts of community resources for a comprehensive approach in responding to and reducing the impacts of an emergency. It is intended to increase the emergency response capacity of Enterprise by establishing a plan of action to efficiently and effectively deploy all required resources.

Authority

The Emergency Plan is issued under the authority of the Council in accordance with the *Emergency Management Act* (S.N.W.T. 2018, c.17) as well as local **Bylaw Bylaw No. 46**, dated **May 14, 2014**, which contains the duties and responsibilities of the Community Emergency Response Committee (CERC), the Emergency Coordinator and the Emergency Management Agency.

The authority for making decisions during an emergency situation rests with the Emergency Coordinator in consultation with the Local EMO. When the Emergency Coordinator is unavailable the alternate will lead.

ADMINISTRATIVE REPRESENTATION	AUTHORITY	POLITICAL REPRESENTATION	AUTHORITY
Senior Administrative Officer / Emergency Coordinator	Name: Blair Porter Alternate: Lou Frost	Mayor	Name: Mike St. Amour Alternate: Deputy Mayor Sandra McMaster

Emergency Management Roles and Responsibilities

Emergency Measures Agency

The Emergency Management Organization (EMO) typically consists of the Mayor, SAO and Council members. The following are the actions that the elected officials are responsible for during an emergency situation:

- Set parameters for emergency operations in response to an event
- Declare/cancel declarations of States of Local Emergency.
- Liaison with elected officials of other governments.

As per the *Emergency Management Act* (S.N.W.T. 2018, c.17) and local **Bylaw No. 46**, dated **May 14, 2014**, the EMO represents the local authority and may include Council and/or CERC members.

Community Emergency Response Committee

Community Emergency Response Committee is responsible for the development of the Plan and undertaking activities to respond to an emergency event:

- Mayor
- SAO
- Fire Chief
- Finance Manager
- Wellness/Recreation Coordinator
- Public Works Foreman
- RCMP
- Hay River Health and Social Services
- Town of Hay River

Typical response activities performed by the Community Emergency Response Committee include:

- Emergency Plan Activation;
- Assessing the emergency situation;
- Determining the appropriate response;
- Coordinating community resources;
- Notifying the general public and other departments of the emergency situation;
- Requesting mutual aid; and
- Liaising with other government officials as the situation dictates.

The specific duties of the members of the CERC are as follows:

Mayor

- Makes declaration of a state of local emergency;
- Cancellation of a state of local emergency;
- Spokesperson to residents and the media
- Evacuation orders.

Emergency Coordinator

The Emergency Coordinator will be the SAO or their designate. The following are their responsibilities:

- Chair of the Community Emergency Response Committee;
- Management of the CERC activities in accordance with duties set out in the local Bylaw No. 46, dated May 14, 2014
- Coordination of all emergency services and functions;
- Recommend declaration/cancellation of a state of local emergency;
- Implement plan;
- Liaison with MACA, other governments and industry associations;
- Requests support from Regional EMO if required;
- Overall communications coordinator;
- Arranging training for the members of the CERC;
- Arranging for testing of the plan; and
- Developing and implementing public awareness and education activities.

Fire Chief

- Conduct fire-fighting operations;
- Coordinate site activities as required;
- Provide communication link from the site to the Emergency Coordinator and/or EOC;
- Support for search and rescue activities (with assistance from volunteers);
- Assist in evacuations; and
- Identify threatened utilities.

Finance Manager

- Register volunteers;
- Support the use of the EOC;
- Track emergency expenditures; and
- Assist in dissemination of emergency information.

Wellness/Recreation Coordinator

- Register evacuees;
- Coordinate activities at the Reception Center;
- Provide for sleeping arrangements;
- Organize food preparation and distribution; and
- Assist in dissemination of emergency information.

Public Works Foreman

- Provide/arrange for construction resources and services;
- Provide/arrange for transportation resources and services;
- Arrange potable water shuttles and pump-out;
- Utilities shut down/restoration; and
- Initial damage assessment on public property.

RCMP

- Assess and report on degree of public danger;
- Security of life, site, property, and evidence;
- Coordination of ground search and rescue;
- Traffic and crowd control;
- Assist the Coroner as required;
- Identification and handling of the deceased;
- Establishment of a temporary morgue;
- Site management when lead agency; and
- Support rescue and evacuation operations.

Health and Social Services

- Provide site medical care;
- Disseminate all advisories regarding Public Health/Environmental Health;
- Provide leadership in pandemic events;
- Arrange medical evacuation;
- Assist with temporary morgue;
- Arrange for evacuation and reception services;
- Advise on vulnerable groups and evacuation priorities; and
- Provide casualty data.

Town of Hay River Representative

- Act as liaison between Enterprise and the Town of Hay River.

Operational Levels

There are three operational levels of Emergency Management functioning and activity:

- Normal Operations – routine daily operations;
- Monitoring –heightened surveillance of potential or developing hazards; or
- Activation –multi agency coordinated response.

Concept of Operations

As the magnitude of an emergency increases, so will the need for multi-agency support from within the community. In the event that the community resources and capabilities are overwhelmed, the community may contact the MACA Regional Superintendent to provide or acquire additional resources necessary. Each committee member is responsible for his or her identified roles and responsibilities throughout the emergency response.

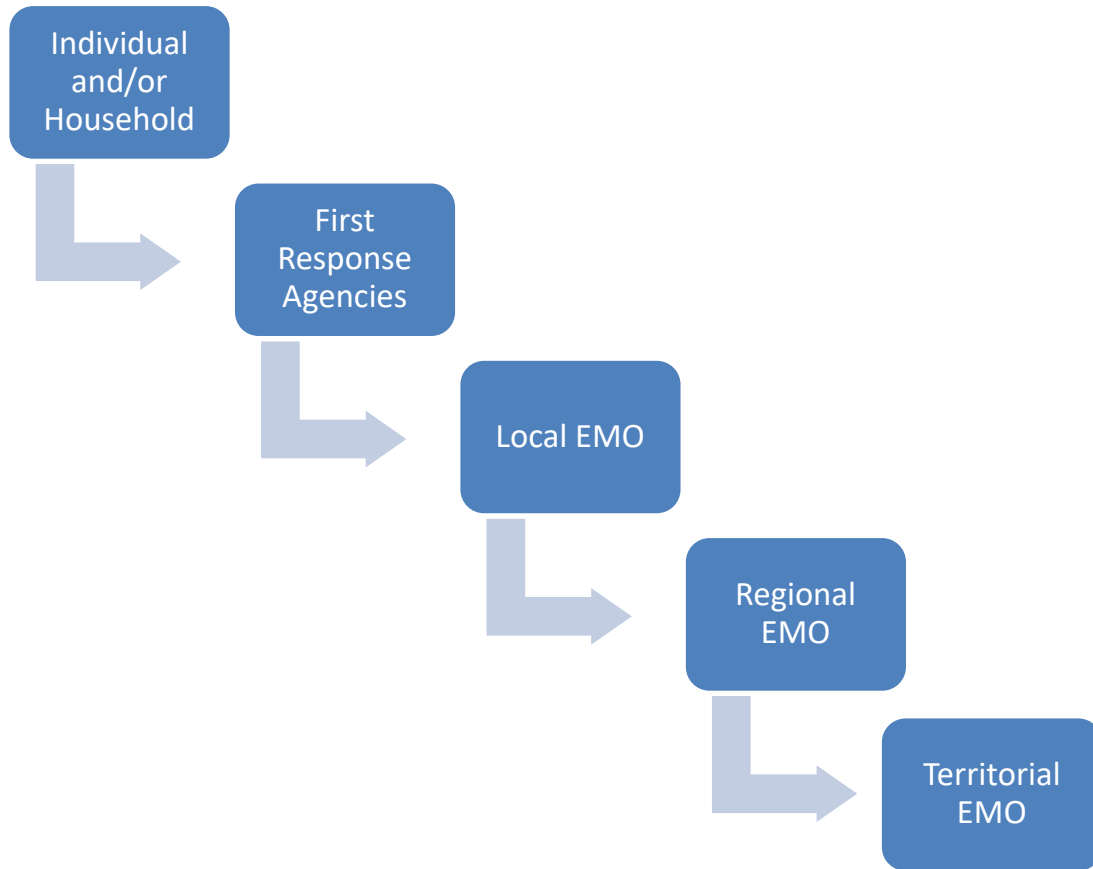
Implementation Sequence

The following are the typical steps taken to implement an emergency response:

- Coordinator contacted regarding the incident;
- Coordinator resolves the problem alone or calls in appropriate CERC members and subject matter experts to assist;
- Coordinator notifies Regional Coordinator (MACA Regional Superintendent) to alert of situation (ongoing contact with Coordinator is required);
- Gather committee and formulate a response plan;
- Committee and Coordinator may appoint an emergency site manager to liaise from the incident site;
- Coordinator and Committee to advise Council on declaring a State of Local Emergency; and
- Coordinator to notify MACA Regional Superintendent and community residents if a State of Local Emergency is declared.

Escalation

Emergency management is a shared responsibility, the levels of responsibility are show in the image below. Emergencies are typically handled at the local level. If the Local EMO capacity is exceeded and assistance is requested, the Regional EMO may assist. If the Regional EMO capacity is exceeded and assistance is requested, the Territorial EMO may assist. The Territorial EMO may request assistance from the Federal Government once all capacity has been exhausted.



Warning and Notification Procedures

Upon notification of an imminent or actual emergency, the SAO will initiate the notification of key personnel and agencies. Based on the type and seriousness of the event, appropriate personnel are notified of the current or imminent situation. CERC members will be notified of the incident and be required to convene at the EOC depending on the nature and severity of the emergency. A contact information sheet is provided in Appendix A.

The public in the community will be warned by:

- First responders advising those at risk in the immediate proximity of the emergency;
- Fire Department Siren
- Door to door alerting;
- Community Website;
- Community Social Media page(s);
- A notice board posted outside the EOC; and
- The electronic notice board outside the Recreation Center

Declarations of Local Emergency

The following table provides information on declaring a state of local emergency.

DECLARING A STATE OF LOCAL EMERGENCY	
Who can declare?	The Mayor and Council.
When/Why declare?	To gain special powers outlined in the <i>Emergency Management Act</i> .
What does the declaration need to contain?	The nature and area of the event.
Who must be notified?	The affected population and the Minister of MACA via the South Slave Regional Superintendent.

A format for Declaration of a State of Local Emergency is in Appendix K. A copy of the declaration must immediately be sent to the Minister via the MACA Superintendent and the MACA Emergency Management Office.

Fax # (867) 873-0309

Email: nwt-emo@gov.nt.ca

After Hours emergency Line: (867) 920-2303

Communications

Depending on the circumstances, communications for an emergency response may include one or a combination of the following:

- Telephone;
- UHF, VHF and/or HF Radios; Hand Held Radios
- Satellite Phones;

The Emergency Coordinator is responsible for maintaining an inventory of communications tools and ensuring that all CERC members are aware of the appropriate communications methods to use in the event of an emergency.

Emergency Operations Centres

The Community EOC is the gathering point where the CERC can activate the emergency plan, staff the EOC and manage emergency operations.

The primary EOC location is the Hamlet Office.

The alternate EOC location is the Fire Hall

Both buildings require generator backup.

A mobile EOC box will be kept at the Hamlet Office.

Emergency Site Management

The Emergency Coordinator may appoint an Incident Commander (IC) if one is not in place. The IC may be from the first response agency having the predominant role or may be an individual particularly suited to coordinate the diverse activities being undertaken. The role of the IC is to:

- Establish a site command post;
- Establish overall priorities for the on-site response;
- Establish the site perimeter and arrange for security;
- Provide situational updates to the EOC;
- Assign emergent tasks to response agencies at the emergency site; and
- Coordinate support to the responders.

Responding agencies on-site will:

- Cooperate with the IC;
- Provide information on response activities, damage and casualties, and resource needs to the IC; and
- Continue to receive functional direction from their parent organization.

Evacuation and Reception

Guidelines for evacuation and reception activities can be found in Appendix F and H. Templates for an Evacuation Notice, Alert, Order and All Clear have been provided in Appendix G.

Volunteers

A CERC member or community resident shall be appointed as Volunteer Coordinator by the Emergency Coordinator.

The Volunteer Coordinator assists the CERC in the management of volunteers during an event. A form for Volunteer registration can be found in Appendix J. It is important that this form is used whenever there are volunteers during emergency situations as it aids in keeping track of where volunteers are needed and for liability purposes.

Specific Hazard Management

The hazards identified in the Hazard Identification Risk Assessment as having the greatest potential for disrupting the community are rated as stated in Appendix B.

Appendix C “Hazard Specific Plans” includes basic action plans for specific hazards identified as well as an all-hazards plan that may be considered for all other emergencies.

Recovery

Disaster recovery refers to actions taken to repair or restore conditions to an acceptable level through measures taken after a disaster impacts a community. This includes short term and long-term measures such as the return of evacuees, trauma counselling, clean-up, reconstruction, economic impact studies, and emergency financial assistance. Recovery efforts should be conducted with a view towards disaster risk reduction and forward-looking recovery measures allow communities not only to recover from recent disaster events, but also to build back better in order to help overcome past vulnerabilities.

Plan Maintenance

- The Emergency Response Plan will be updated annually and tested every two years.
- After any emergency in which the plan is implemented, the CERC will meet for an operational debrief and plan re-assessment shortly thereafter.
- The human, facilities, physical and other potential community resources inventories will be updated annually or as needed. (these inventories are provided in Appendix P).
- Each agency, (for example, RCMP and Fire), will participate in the development of plans and procedures, training opportunities, and exercises in order to achieve and maintain a high state of readiness.

Appendix A: Local EMO Contact Sheet

Emergency Measures Agency

NAME AND POSITION	CONTACT INFORMATION
SAO Blair Porter	Work: 867-984-3491 Cell: 867-875-8989 Email: sao@enterprise-nt.ca
Mayor Mike St. Amour	Work: 867-984-3491 Cell: 867-876-0987 Email: mayor@enterprise-nt.ca
Deputy Mayor Sandra McMaster	Work: 867-984-3491 Cell: 867-876-0064 Email: sandra.mcmaster@enterprise-nt.ca
Councillor Darren Sopel	Work: Cell: 867-876-3772 Email: darren.sopel@enterprise-nt.ca
Councillor Jim Dives	Work: Cell: 867-875-8529 Email: jim.dives@enterprise-nt.ca
Councillor Barbara Hart	Work: Cell: 867-875-7976 Email: barb.hart@enterprise-nt.ca
Councillor Allan Flamand	Work: Cell: 867-875-7544 Email: allan.flamand@enterprise-nt.ca
Councillor	Work: Cell: Email:
Finance Lou Frost (SAO Alternate)	Work: 867-984-3491 Cell: 867-876-0058 Email: finance@enterprise-nt.ca

Emergency Coordinator

NAME AND POSITION	CONTACT INFORMATION
SAO Blair Porter	Work: 867-984-3491 Cell: 867-875-8989 Email: sao@enterprise-nt.ca

Community Emergency Response Committee

NAME AND POSITION	CONTACT INFORMATION
SAO Blair Porter	Work: 867-984-3491 Cell: 867-875-8989 Email: sao@enterprise-nt.ca
Mayor Mike St. Amour	Work: 867-984-3491 Cell: 867-876-0987 Email: mayor@enterprise-nt.ca
Finance Lou Frost	Work: 867-984-3491 Cell: 867-876-0058 Email: finance@enterprise-nt.ca
Public Works Foreman Chaal Cadieux	Work: 867-984-3491 Cell: 867-875-8967 Email:
Fire Chief Craig McMaster	Work: Cell: 867-875-0169 Email: firechief@enterprise-nt.ca
Wellness/Recreation Coordinator Stephanie Kotchea	Work: 867-984-3005 Cell: 867-876-0967 Email: wellness@enterprise-nt.ca
RCMP Hay River Dispatch	Work: 867-984-1111 Cell: Email:
Hay River Health & Social Services Reception	Work: Cell: 867-874-7100 Email:

Northland Utilities Hay River 24/7 line	Work: Cell: 800-264-5313 Email:
Town of Hay River Fire Contact: Travis Wright Town Representative: Robert Bouchard	Work: 867-874-6522

Appendix B: Hazard Identification Risk Assessment

Hazards	Probability	Impact	Rating
Wildfire	5	5	25
Highway Accidents	5	3	15
Winter Power Outages	4	4	16
Spill	4	3	12
Explosion in Community (fuel)	2	5	10
Structure Fire	2	4	8
Railroad Derailment	2	3	6
Communicable disease/pandemic	2	3	6
Isolation/lack of services	2	2	4
Summer Power Outages	3	1	3
Water supply/contamination	1	1	1

Appendix C: Hazard Specific Plans

The following chart outlines actions that may be taken to mitigate, prevent, and respond to emergencies. Refer to this All-Hazards Response chart in the event that an emergency exists that does not correspond to any of the following Specific Hazards Plans.

ALL HAZARDS RESPONSE

MAJOR CONCERNS: Safety and Comfort of Residents, Property Damage or Loss, Environmental Impacts, Infrastructure Protection, Disruption of normal services, Media/Public Information.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Community land use plans	<ul style="list-style-type: none"> Incorporate risk reduction measures (i.e. flood risk mapping, community wildfire protection plan). 	Council
Emergency back-up power for critical infrastructure	<ul style="list-style-type: none"> Ensure emergency operations centres, community evacuation centres, power generating stations, telecommunications satellite uplinks, water treatment plants, sewage lift stations, and any mechanical sewage treatment plants are protected during interruptions in the supply of power. 	Facility owner(s) and Council
PREPAREDNESS	RATIONALE	ACTION BY
Community Emergency Response Plan	<ul style="list-style-type: none"> Ensure all agencies and individual emergency responders, officials and volunteers are familiar with local emergency arrangements and procedures and are aware of their role and responsibilities. 	CERC
Public information/ awareness program to inform residents of the need to take proactive measures before, during and after an emergency	<ul style="list-style-type: none"> To reduce individuals' exposure to risk before an emergency strikes and ensure timely recovery after a disaster impacts the community. 	CERC
Community emergency training program	<ul style="list-style-type: none"> Ensure emergency responders, officials and volunteers are prepared to fulfill their emergency role or function. 	CERC

Emergency communications system(s) for first responders and local emergency officials	<ul style="list-style-type: none"> • Ensure efficient and coordinated operational response through effective communications among all response agencies. 	Various member agencies of the CERC
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> • Coordinate all resources; • Engage response agencies; and • Inform Region through the MACA Regional Superintendent. 	Emergency Coordinator/ Mayor
Assessment of Situation	<ul style="list-style-type: none"> • Assess incident reports and/or forecasts to determine appropriate response to the threat; • Determine if additional resources are needed; • Determine potential risk of secondary hazards (such as utilities failure, interruptions in communications links to the outside, risk to residents' personal safety or comfort); and • Determine need to declare a state of local emergency. 	CERC
Secure the incident scene	<ul style="list-style-type: none"> • Keep onlookers and traffic away from the emergency site and out of danger; • Control access to the evacuation collection area to avoid congestion and potential safety issues; and • Use barricades, signs and media to restrict access. 	Municipal Works Maintainer, Volunteers
Conduct emergency operations	<p>Arrange for:</p> <ul style="list-style-type: none"> • Rescue or recovery; • Contain spills of hazardous substances; • Respond to issues of contamination of ground, water or air; • Demolition or removal of dangerous structures, equipment or vegetation; and • Undertake emergency repairs of critical infrastructure. 	CERC

Inform Residents	<ul style="list-style-type: none"> • Inform residents of the hazard or threat; • Ensure consistent and up-to-date messages to residents and other involved parties; • Inform residents of measures they can take to avoid risk or remove themselves from risk; • Provide instructions to residents regarding evacuation procedures or their requirement to prepare or act in the face of the threat; and • Keep residents advised of the hazardous situation as it develops. 	CERC and Communications Coordinator, in support of the Emergency Coordinator/Mayor
Coordinate Access and Information to the Media	<ul style="list-style-type: none"> • Identify approved spokespersons. • Ensure only approved messaging is provided to the media. 	Communications Coordinator, in support of the Emergency Coordinator/ Mayor
Relocation/Evacuation	<ul style="list-style-type: none"> • Refer to Evacuation Plan – Appendix C. 	CERC, MACA Regional Superintendent
Injuries	<ul style="list-style-type: none"> • Conduct triage at the emergency site to determine medical priorities; • Determine need to call Hay River for medical assistance; • Evacuate for medical treatment; and • Provide comfort and shelter for injured as required. 	Volunteers with First Aid and CERC
Rescue of Stranded/injured People (with particular attention to the young, elderly and disabled, as well as others needing additional support).	<ul style="list-style-type: none"> • Remove people from danger; and • Treat medical or psychological conditions, if required. 	Volunteers and Fire Fighters.
Handling the dead	<ul style="list-style-type: none"> • Confirm death; • Provide for proper care and custody of human remains; • Identify temporary morgue if necessary; • Secure the scene for the Coroner's investigation; and • Record evidence. 	RCMP, Healthcare Workers, and Coroner upon arrival.

Emergency Response Communications	<ul style="list-style-type: none"> • Maintain up to date information flow among parties involved in emergency operations; • Ensure shared situational awareness; and • Establish required local (eg telephone, internet, VHF, UHF) and long range (eg telephone, internet, satellite phone, HF) communications links as circumstances require. 	CERC and MACA
Liaison with other Government officials	<ul style="list-style-type: none"> • Ensure proper authorities have most current and accurate information on the incident, possible impacts, and the potential for special assistance; • Consult on new developments and response options related to the emergency as may be required; and • Determine requirement for a formal Declaration of a State of Emergency or Local Emergency. 	MACA Regional Superintendent, Emergency Coordinator / Mayor
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if the Disaster Assistance Program applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Arrange for safe return of residents. 	CERC and MACA Regional Superintendent

The following chart outlines actions that may be taken to mitigate, prevent, and respond to a wildfire emergency.

WILDFIRES

MAJOR CONCERNS: Safety of Lives and Property, Utilities Failure

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Establish land use and fire prevention bylaw	<ul style="list-style-type: none"> • Minimize risk by situating higher risk development (i.e. fuel storage facility) in appropriate locations in the community. • Regulate burning pits and lawn burns through burn permits. 	Council
Regulate dump site burning	<ul style="list-style-type: none"> • Ensure that NO dump site burning takes place (ever). 	Council
PREPAREDNESS	RATIONALE	ACTION BY
Implement Fire Smart guidelines in the community's wildland/urban interface area	<ul style="list-style-type: none"> • Maintain firebreaks and reduce underbrush in the areas surrounding the community; • Reduce number of evergreen trees in high risk areas within the community; • Advise residents to maintain property that is free of debris, tall grasses, underbrush and more flammable trees in close proximity to buildings; and • Establish a system of permitted fires within the community boundaries. 	Council, CERC, Volunteers, Residents.
Host a community Fire Smart Day	<ul style="list-style-type: none"> • Community residents and volunteers to clean up brush, grasses and other fuel sources (jerry cans); • Inform residents of personal preparedness measures to improve the fire safety of their homes and properties; and • Host a community contest for best fire smarted property. 	CERC, Fire Department, Volunteers

Educate residents on air quality procedures	<ul style="list-style-type: none"> • Hold information session prior to fire season to educate residents on proper protocol to follow should the air quality be impacted by smoke during wildfire season. • Purchase HEPA filters for Hamlet to create clear air shelters for residents. 	CERC
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> • Information to come from Regional Superintendent; and • Call a CERC meeting if required. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> • Define areas of risk; • Decide if additional resources required; and • Determine the potential risk of secondary hazards (i.e. utility failure). 	CERC, ENR and MACA Regional Superintendent
Inform Public	<ul style="list-style-type: none"> • Notify residents of potential threat. 	CERC
Fire Fighting	<ul style="list-style-type: none"> • Coordination at the fire site. 	ENR, Fire Department and Volunteers
Relocation/Evacuation	<ul style="list-style-type: none"> • Determine need to evacuate; and • Refer to Evacuation Action Plan – Appendix C. 	CERC, MACA Regional Superintendent and ENR
Injuries and Rescue	<ul style="list-style-type: none"> • Remove casualties from danger; and • Provide medical treatment. 	Fire Department and volunteers.
Communications	<ul style="list-style-type: none"> • Up to date information flow amongst parties involved in Emergency Response. 	CERC, MACA Regional Superintendent, Public Works, Volunteers
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Provision of consistent information. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> • Provide security of evacuated areas; and • Secure scene for subsequent investigation. 	CERC
Refreshment Centres	<ul style="list-style-type: none"> • Provision of food to those engaged in the Emergency Response; and • Provision of shelter and food for those evacuated. 	CERC

Road Clearance	<ul style="list-style-type: none"> • To provide safe access and movement on community roadways. 	Public Works
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if the Disaster Assistance Program applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Ensure safe return of residents. 	CERC, MACA Regional Superintendent

The following chart outlines actions that may be taken to mitigate, prevent, and respond to a major fire or explosion emergency.

MAJOR FIRE/ EXPLOSION

MAJOR CONCERNS: Safety of Lives, Property, and Utilities Failure.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Develop Fire Department	<ul style="list-style-type: none"> • Consult with AFM; • Invest in and support community fire department development; and • Recruitment of volunteer fire fighters. 	Community Council and the South Slave Regional Assistant Fire Marshal
Equip Buildings with Fire Prevention Equipment	<ul style="list-style-type: none"> • Equip all public buildings with fire extinguishers and smoke detectors; and • Encourage residents to equip their homes with extinguishers and smoke detectors. 	Community Council, the South Slave Regional Assistant Fire Marshal and residents.
Zoning Bylaw	<ul style="list-style-type: none"> • Create zoning bylaw to ensure that tank farms and all fuel storage is away from residential areas and fenced in. 	Community Council
Educate Residents and Community businesses	<ul style="list-style-type: none"> • Educate residents of things they can do to protect their homes and properties. 	Community Council, South Slave Regional Assistant Fire Marshal, ENR representatives, community residents, and business owners.
PREPAREDNESS	RATIONALE	ACTION BY
Support Fire Department	<ul style="list-style-type: none"> • Training and education of volunteer fire fighters. 	Community Council, Assistant Fire Marshal, and School of Community Government.
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> • Call a CERC meeting if required; • Select appropriate EOC; and • Inform the MACA Regional Superintendent. 	Emergency Coordinator

Assessment of Situation	<ul style="list-style-type: none"> • Define areas of risk; • Decide if additional resources required; • Coordinate all resources; • Determine the potential risk of secondary hazards (i.e. utility failure); and • Determine need to declare a state of local emergency. 	CERC, Fire Chief and MACA Regional Superintendent
Inform Public	<ul style="list-style-type: none"> • Notify residents of potential threat (community siren, door-to-door notification, or loud speaker). 	CERC, Communications Coordinator
Fire Fighting	<ul style="list-style-type: none"> • Conduct fire-fighting activities. 	Fire Chief and Volunteers
Relocation/Evacuation	<ul style="list-style-type: none"> • Determine need to evacuate; and • Refer to Evacuation Action Plan – Appendix C. 	CERC, MACA Regional Superintendent
Injuries and Rescue	<ul style="list-style-type: none"> • Remove from danger; and • Provide medical treatment. 	Fire Department and Volunteers
Communications	<ul style="list-style-type: none"> • Up to date information flow amongst parties involved in Emergency Response; and • Do inventory and obtain necessary communications equipment (i.e. VHF radios and SAT phone). 	CERC, Communications Coordinator and Volunteers
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Provision of consistent information. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> • Coordinate the protection of property and relocation of resources where necessary; • Provide security at evacuated area; and • Secure scene for subsequent investigation. 	CERC
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if the Disaster Assistance Program applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Ensure safe return of residents. 	CERC, MACA Regional Superintendent

The following chart outlines actions that may be taken to mitigate, prevent, and respond to loss of critical infrastructure.

MAJOR STRUCTURAL FIRE

MAJOR CONCERNS: Safety of lives and property and utilities failure.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Develop Fire Department	<ul style="list-style-type: none"> • Consult with Assistant Fire Marshal; • Equipment and facility inventory, organization and maintenance; and • Recruitment of volunteer fire fighters. 	Community Council and the South Slave Assistant Fire Marshal
Equip Buildings with Fire prevention equipment	<ul style="list-style-type: none"> • Equip all public buildings with fire extinguishers and smoke detectors; and • Encourage residents to equip their homes with extinguishers and smoke detectors. 	Community Council and the South Slave Assistant Fire Marshal
Educate residents and community companies	<ul style="list-style-type: none"> • Educate residents of things they do to FireSmart their homes and properties. 	Community Council, South Slave Assistant Fire Marshal, ENR representatives, community residents, and business owners.
PREPAREDNESS	RATIONALE	ACTION BY
Implement FireSmart guidelines in the community's wildland/urban interface area	<ul style="list-style-type: none"> • Maintain firebreaks and reduce underbrush in the areas surrounding the community; • Reduce number of evergreen trees in high risk areas within the community; • Advise residents to maintain property that is free of debris, tall grasses, underbrush and more flammable trees in close proximity to building; and • Establish a system of permitted fires within the community boundaries. 	Community Council, CERC, Fire department, volunteers, and residents.
Develop Fire Department	<ul style="list-style-type: none"> • Training and education of volunteer fire fighters. 	Community Council, Assistant Fire Marshal, and the School of Community Government.
Regulate yard burning	<ul style="list-style-type: none"> • Ensure that yard burning is monitored and does not take place during high risk fire season. 	Community Council

RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> • Coordinate all resources; and • Decide if other support is required. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> • Define areas of risk; • Decide if additional resources are required; and • Determine the potential risk of secondary hazards (i.e. power outage). • Determine need to declare a state of local emergency. 	CERC, facility owners/ operators and MACA Regional Superintendent.
Inform Residents	<ul style="list-style-type: none"> • Coordinate notification for residences in the area. 	CERC, Volunteer Coordinator, Volunteers
Fire Fighting	<ul style="list-style-type: none"> • Direct engagement at the fire sight. 	Fire Department and volunteers.
Injuries and Rescue	<ul style="list-style-type: none"> • Remove from danger; and • Provide medical treatment. 	Fire Department and volunteers with first aid.
Relocation/Evacuation	<ul style="list-style-type: none"> • Determine the need to evacuate; and • Refer to Evacuation Plan- Appendix C. 	CERC and MACA Regional Superintendent.
Repairs and Restoration of the Service	<ul style="list-style-type: none"> • Contract available equipment as needed; and • Coordinate with utility services restoration of essential services. 	CERC, facility owners / operators and External Agencies
Communications	<ul style="list-style-type: none"> • Provide liaison amongst parties involved in Emergency Response. 	Facility owners/operators, CERC and MACA Regional Superintendent.
Traffic Control	<ul style="list-style-type: none"> • Coordinate traffic control and routes for emergency vehicles. 	Volunteers.
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Ensure consistent messages, including instructions to public. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> • Coordinate the protection of property and relocation of resources where necessary; and • Secure scene for subsequent investigation. 	Volunteers.
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if DAP applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Ensure safe return of residents. 	CERC

The following chart outlines actions that may be taken to mitigate, prevent, and respond to a hazardous spill emergency.

HAZARDOUS SPILL

MAJOR CONCERNS: Environmental Pollution, Wildlife Harm, Disruption of Traffic, Sudden Health Requirements, Evacuation, Civil Disorder.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Proper care promotion	<ul style="list-style-type: none"> Promote the proper handling and storage of toxic materials; and Promote WHMIS training. 	CERC, Local Employers.
PREPAREDNESS	RATIONALE	ACTION BY
Spill Kit Preparedness	<ul style="list-style-type: none"> Maintain sufficient supplies (spill kits, etc.) for managing spills. 	Facility owners/operators and ENR
Gather Information	<ul style="list-style-type: none"> Consult with ENR personnel and facility owners/operators. 	Emergency Coordinator
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> Coordinate all resources; and Select appropriate EOC; and Inform Region through the MACA Superintendent. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> Decide if additional resources Required; Determine potential risk of secondary hazard (i.e. fire, health risk); and Determine need to declare a state of local emergency. 	CERC, ENR, Fire Department, MACA Regional Superintendent.
Instructions to Residents	<ul style="list-style-type: none"> Issue instructions to public and advise on protective measures. 	ENR, CERC, and MACA.
Preventing Spread of Fuel	<ul style="list-style-type: none"> Assist in identification of fuel and its vector; and Isolate immediate area. 	ENR, RCMP, CERC, and owners/operators.
Communications	<ul style="list-style-type: none"> Up to date information flow among parties involved in Emergency Response. 	CERC, RCMP, ENR, MACA and owners/operators.
Traffic Control & Securing Emergency Site	<ul style="list-style-type: none"> Coordinate traffic control and routes for emergency vehicles. 	RCMP and Volunteers.
Relocation/Evacuation	<ul style="list-style-type: none"> Determine need to evacuate; and Refer to Evacuation Plan – Appendix C 	CERC, MACA Regional Superintendent and ENR

Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Ensure consistent messages including instructions to residents. 	Communications Coordinator
Preliminary Clean Up	<ul style="list-style-type: none"> • If determined safe deploy the spill kit; and • Plan for ongoing clean-up plan. 	ENR, CERC, SSRERC and owners/operators.
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if DAP applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Ensure safe return of residents. 	CERC

The following chart outlines actions that may be taken to mitigate, prevent, and respond to loss of critical infrastructure.

CRITICAL INFRASTRUCTURE FAILURE

Including: Electric, Water and Sewer.

MAJOR CONCERNS: Safety of lives and property, water contamination.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Personal Preparedness	<ul style="list-style-type: none"> Residents devise their own plans for alternative housing with family, friends, and/or neighbours with wood stoves and plans to conserve water. 	Community residents
PREPAREDNESS	RATIONALE	ACTION BY
Protection of housing	<ul style="list-style-type: none"> Drain piping systems in homes and tanks to prevent freezing and damage. 	CERC
Survey homes with alternate sources of heat	<ul style="list-style-type: none"> Accommodate community residents without alternate sources of heat, water, and bathroom facilities. 	CERC
RESPONSE	RATIONALE	ACTION BY
Gather information from Power Corporation	<ul style="list-style-type: none"> If power will be out for a long period of time proceed with plan 	Emergency Coordinator
Activate Emergency Plan	<ul style="list-style-type: none"> Coordinate all resources; and Select appropriate EOC Inform Region through the MACA Superintendent. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> Determine extent of problem; Define affected area; Decide if additional resources required; and Determine the potential risk of secondary hazards (i.e. fire). Determine need to declare a state of local emergency. 	CERC, RCMP, facility owners/ operators and MACA Regional Superintendent.
Inform Residents	<ul style="list-style-type: none"> Coordinate door-to-door resident notification; Mitigate by draining water from houses without power; and Mitigate by informing residents to conserve water should water and sewer services be interrupted. 	CERC, Volunteer Coordinator, Volunteers
Relocation/Evacuation	<ul style="list-style-type: none"> Determine if evacuation is required; Refer to Evacuation Plan- Appendix C 	CERC and MACA Regional Superintendent.

Repairs and Restoration of the Service	<ul style="list-style-type: none"> • Contract available equipment as needed; and • Coordinate with utility services restoration of essential services. 	CERC, facility owners / operators and External Agencies
Communications	<ul style="list-style-type: none"> • Provide liaison amongst parties involved in Emergency Response. 	Facility owners/operators, CERC and MACA Regional Superintendent.
Traffic Control	<ul style="list-style-type: none"> • Coordinate traffic control and routes for emergency vehicles. 	Volunteers.
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Ensure consistent messages, including instructions to public. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> • Coordinate the protection of property and relocation of resources where necessary; and • Secure scene for subsequent investigation. 	Volunteers.
Damage Assessment	<ul style="list-style-type: none"> • Determine extent of damage; and • Determine if DAP applies. 	CERC, MACA Regional Superintendent
Return to Evacuated Area	<ul style="list-style-type: none"> • Decision that it is safe for residents to return; and • Ensure safe return of residents. 	CERC

The following chart outlines actions that may be taken to mitigate, prevent, and respond to a pandemic or epidemic.

PANDEMIC/EPIDEMIC

MAJOR CONCERNS: Public health, continuity of essential services.

MITIGATION/PREVENTION	RATIONALE	ACTION BY
Public information/ awareness program to inform residents of the need to implement personal protective measures and proper hygiene practices as advised by HSS/Healthcare staff.	<ul style="list-style-type: none"> • Obtain public health messaging from local health official and request a presentation to the LEMO. • Distribute and display information throughout the community: <ul style="list-style-type: none"> ○ Community Office ○ Schools/Daycares ○ Elders Facilities ○ Etc. 	CERC with support from the local health official.
Protect local authority staff	<ul style="list-style-type: none"> • Increase distance between the customer and staff by introducing a barrier, personal protective equipment or by social distancing. • Instead of face-to-face meetings, where possible conduct work via telephone, videoconferencing or email. • Routine surface cleaning of frequently touched surfaces and objects. • Assess need to modify/postpone/cancel mass gatherings. 	CERC
PREPAREDNESS	RATIONALE	ACTION BY
Community Emergency Plan	<ul style="list-style-type: none"> • Ensure all agencies and individual emergency responders, officials and volunteers are familiar with local emergency arrangements and procedures and are aware of their roles and responsibilities. 	CERC
Plan for maintenance of essential services	<ul style="list-style-type: none"> • Develop a plan to maintain essential services, See Essential Services Continuity Guidelines • Review human resources policies for alternative work measures (eg. working remotely). 	CERC
Maintain situational awareness	<ul style="list-style-type: none"> • Monitor community for impacts as a result of health emergency (eg. community concern, supply shortages). 	CERC

	<ul style="list-style-type: none"> Implement a regular status check-in with the MACA Regional Superintendent to ensure good situational awareness. 	
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> Coordinate all resources; Engage response agencies; and Inform MACA through the Regional Superintendent. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> Assess incident information to determine appropriate response to the threat; Determine if additional resources are needed; Determine potential risk of secondary hazards (such as utilities failure, interruptions in communications links to the outside, risk to residents' personal safety or comfort); and Determine need to declare a state of local emergency. 	CERC, Fire Chief or designate, RCMP
Response Activities	<ul style="list-style-type: none"> Support the implementation of health measures, support health response and consult local health authority on actions to be taken. Implement plan to maintain community essential services. Work with suppliers to respond to supply chain impacts. 	CERC with Healthcare authority as lead
Emergency Response Communications	<ul style="list-style-type: none"> Maintain up to date information flow among responders; Ensure shared situational awareness; Establish required local (e.g. telephone, internet, VHF, UHF) and long range (e.g. telephone, internet, satellite phone, HF) communications links as circumstances require. 	CERC
Inform Residents	<ul style="list-style-type: none"> Inform residents of the hazard or threat; Ensure consistent and up-to-date messages to residents and other involved parties; Inform residents of measures they can take to avoid risk or remove themselves from risk; and Keep residents advised of the hazardous situation as it develops. 	CERC, Communications Coordinator with assistance from Community Administration
Coordinate Access and Information to the Media	<ul style="list-style-type: none"> Identify approved spokespersons. Ensure only approved messaging is 	Communications Coordinator

	provided to the media.	
RECOVERY	RATIONALE	ACTION BY
After Action Review	<ul style="list-style-type: none"> Meet with those involved in the response to gather information on what went well, areas for improvement and implement recommendations into Emergency Plan. 	CERC

Appendix D: PPOST – All Hazards Action Planning Tool

Example:

Scenario: Wildfire is close to small NWT community but not yet a significant threat. Residents and the community needs to be prepared for potential evacuation.				
Priorities <i>What are the important items to prioritize?</i> <i>See NWT Emergency Plan for standard list of priorities.</i>	Problems <i>What does the Local EMO know and observe about the incident?</i>	Objectives <i>What is the Local EMO going to do?</i> <i>S: Specific M: Measurable A: Action-Oriented R: Realistic T: Time Specific</i>	Strategies <i>How is the Local EMO going to get it done? By what method?</i>	Tactics <i>With what resources?</i>
Save lives / ensure public safety	A wildfire nearby may pose an eventual threat to community residents	Make sure all evacuation preparations are in place within 48 hours.	Local Coordinator to call for Local EMO meeting to inform and assign tasks.	At the band office boardroom (EOC) at 10am.
			Pre-register all residents using registration template in Appendix I to gather evacuee data (how many people need transportation, hosting, medical care or other special considerations) by 6pm.	Door-to-door registration carried out by Fire Department volunteers and Municipal Works crew using paper registration forms.
			Tally up resident pre-registration results by 8pm to better understand who needs what kind of assistance.	Local EMO members to gather pre-registration forms and create chart summarizing support requests.
			Joe (Local EMO member) to put plans in place for all residents identifying they need help with evacuation transportation by 10am.	See if there are volunteers to help carpool, or arrange for a bus to be available.
			Mike (Local Coordinator) to work with Regional EMO to identify the potential request assistance to	Call the Regional EMO and follow up with a Request for Assistance Form.

Scenario: Wildfire is close to small NWT community but not yet a significant threat. Residents and the community needs to be prepared for potential evacuation.

Priorities <i>What are the important items to prioritize?</i> <i>See NWT Emergency Plan for standard list of priorities.</i>	Problems <i>What does the Local EMO know and observe about the incident?</i>	Objectives <i>What is the Local EMO going to do?</i> <i>S: Specific M: Measurable A: Action-Oriented R: Realistic T: Time Specific</i>	Strategies <i>How is the Local EMO going to get it done? By what method?</i>	Tactics <i>With what resources?</i>
			the Regional EMO should there be a need to evacuate by air by 10am.	
			Barb (Local EMO member) to inform/update residents about evacuation protocols and update by noon.	Door-to-door notification by Fire Department and SAO to post on the community's website or social media page.
			Mike (Local Coordinator) to work with MACA and ENR to determine when to send evacuation order out to residents (what is the trigger point?)	Daily phone calls at 10am.

Appendix E: Continuity of Essential Services Plan

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provision of clean water to the community.	1 – water treatment plant operator	<ul style="list-style-type: none"> -Knowledge of Communities water treatment plant operations. -Water Treatment Level II -Previous employment in the Water Treatment Industry, either with another community or preferably the Hamlet. -Proper PPE -Equipment: keys to facility, O/M Manuals. 	<ul style="list-style-type: none"> -Contractor – Keith’s Water Service Ph#867-874-6379 	<ul style="list-style-type: none"> -Assured back up operators are available. 	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Train additional personal for Water Treatment Plant operations -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provide water delivery services to the community.	1 – Water delivery operators	<ul style="list-style-type: none"> -Class 1 or 3 operators' licence with Air Brakes endorsement. -Knowledge of delivery operations in community -Proper PPE - Equipment: water truck, logbook, and other related resources 	<ul style="list-style-type: none"> -Contractor – Keith's Water Service Ph#867-874-6379 	<ul style="list-style-type: none"> -Assured back up operators are available. 	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Ensure proper cleaning/disinfection of equipment -Train additional personnel on water delivery services. -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provide Sewer Services to the community.	1 – Sewage collection and disposal services	<ul style="list-style-type: none"> - Class 1 or 3 operators' licence with Air Brakes endorsement. - Knowledge of sewer operations in community - Proper PPE - Equipment: sewage truck, logbook, and other related resources 	-Contractor – Hay River Disposals Ph#867-874-2720	-Assured back up operators are available.	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Ensure proper cleaning/disinfection of equipment -Train additional personnel on water delivery services. -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provide Solid Waste pickup and disposal services to the community.	2 – Solid Waste collection and disposal services	<ul style="list-style-type: none"> - Class 1 or 3 operators' licence with Air Brakes endorsement. -Knowledge of Solid Waste operations in community -Proper PPE - Equipment: garbage truck, logbook, and other related resources 	-Chaal Cadieux Ph#867-875-8967	<ul style="list-style-type: none"> -Jim Kezar Ph#867-876-0016 -Alan Kimble Ph#867-875-8524 -Eric's Bobcat Service Ph#867-875-8499 -Key Contracting Ph#867-875-7103 	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Ensure proper cleaning/disinfection of equipment -Train additional personnel on solid waste collection services. -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	<p>Provide Fire Protection Services to the community.</p> <p>Provide ambulance and emergency services to the community.</p>	2 – Fire Protection services – local Fire Department and the Hay River Fire Department	<ul style="list-style-type: none"> - Class 5 operators' licence with experience in operating larger vehicles. -Knowledge of fire protection services -Proper PPE and safety policies and measures - Equipment: fire trucks, logbook, and other related resources 	8 members – Enterprise Fire Department	Hay River Fire Department Ph#867-874-2222	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Ensure proper cleaning/disinfection of equipment -Train additional personnel on fire protection services. -Implement an emergency action plan for response. -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provide Municipal Works Services to the community.	1 – Municipal Works services	<ul style="list-style-type: none"> - Class 5 operators' licence with experience in operating larger vehicles. -Knowledge of community works activities -Proper PPE and safety policies and measures - Equipment: trucks, logbook, and other related resources 	-Chaal Cadieux Ph#867-875-8967	<ul style="list-style-type: none"> -Jim Kezar Ph#867-876-0016 -Alan Kimble Ph#867-875-8524 	No	<ul style="list-style-type: none"> -Implement hygiene and social distancing measures. -Ensure proper cleaning/disinfection of equipment -Train additional personnel on municipal works services. -Communication protocols and equipment.

Priority	Listing of essential services	Required number of employees to provide the service	Qualifications & equipment required to provide the essential service	Listing staff qualified and trained to provide the service	Listing back-up staff qualified and trained to provide the service	Possibility of working from home (Yes or no?)	Potential response actions
1	Provide financial and Human Resource Services to the community.	3-Financial & Human Resource Services.	<p>-Knowledge of finance services.</p> <p>-Equipment: finance operations and policies.</p>	<p>Blair Porter Ph#867-875-8989</p> <p>Lou Frost Ph#867-875-0058</p>		Yes	<p>-Implement hygiene and social distancing measures.</p> <p>-Ensure proper cleaning/disinfection of equipment</p> <p>-Train additional personnel on finance services.</p> <p>-Communication protocols and equipment.</p>

Appendix F: Evacuation Action Plan

The following chart outlines actions that may be taken to facilitate an evacuation.

EVACUATION

MAJOR CONCERNS: Movement, care and safety of displaced residents.

PREPAREDNESS	RATIONALE	ACTION BY
Personal Preparedness	<ul style="list-style-type: none"> • CERC to distribute evacuation/ reception forms; and • Residents to prepare emergency kits and prepare in case of evacuation. 	CERC and residents.
RESPONSE	RATIONALE	ACTION BY
Activate Emergency Plan	<ul style="list-style-type: none"> • Call CERC meeting if required; • Notify MACA Regional Superintendent of necessity to evacuate; • Make a declaration of a state of local emergency if there is time; and • If a declaration is made forward the declaration to MACA Regional Superintendent. 	Emergency Coordinator
Assessment of Situation	<ul style="list-style-type: none"> • Define areas to be evacuated; • Determine evacuation method; • Determine evacuation timeline; • Coordinate all resources; • Decide if other support is required; • Determine priority evacuee groups; and • Determine the need to instruct residents regarding power/water shut offs, luggage restrictions, pet care and evacuee registration. 	CERC, MACA Regional Superintendent
Inform Public and Put Residents on Evacuation Alert	<ul style="list-style-type: none"> • Notify residents of evacuation timeline, evacuation method, priority evacuee groups, any luggage restrictions, and the need to register at the muster point or the evacuation center: Community Hall. • Registration forms should be made available and/or distributed – see Appendix H. 	Communications Coordinator
	<ul style="list-style-type: none"> • Should the evacuees be hosted in the community, activate Reception Action Plan- Appendix D. 	
MACA Regional Office notification	<ul style="list-style-type: none"> • Confirm MACA Regional Superintendent of evacuation timeline, method, and priority groups. • MACA Regional Superintendent to identify host community and arrange for evacuation transportation as requested by the community. 	CERC

Communications	<ul style="list-style-type: none"> Up to date information flow amongst parties involved in the evacuation. 	CERC, MACA Regional Superintendent, Communications Coordinator, Municipal Works Maintainer, Volunteers
Evacuation Order	<ul style="list-style-type: none"> Notify residents of evacuation order and instructions; Assist with evacuation as required; and Coordinate with MACA Regional Superintendent on evacuation method and reception community. 	CERC and MACA Regional Superintendent.
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> Provision of consistent information; and Maintain ongoing sessions with displaced residents to keep them informed. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> Coordinate the protection of property and relocation of resources where necessary; and Make arrangements for security of community when fully evacuated. 	CERC and volunteers in position of trust.
Documentation/Registration	<ul style="list-style-type: none"> A record of all decisions, financial and evacuation details should be kept; and All evacuees should be registered prior to evacuation and yet again with the reception community once they arrive in the host community. Provide list to MACA Regional Superintendent. 	A designated CERC member, volunteer, Host community, Volunteers.
Care for the ill/infirm	<ul style="list-style-type: none"> Those residents requiring special consideration for evacuating must be considered; and An escort may be required to accompany priority residents or priority groups to offer care and to bring prescription drugs, medical supplies, or information for evacuees as appropriate. 	CERC, Volunteers.

Evacuation Registration Form

DATE	<i>DD/MM/YYYY</i>
-------------	-------------------

PERSONAL INFORMATION

Full Name		
Physical address	<i>Street/Town/Postal Code</i>	
Phone		
Alternate phone		
Primary language spoken		
Household members	Name:	Age:
	Name:	Age:
	Name:	Age:
	Name:	Age:
	Name:	Age:
Do any of your family members require special considerations (mobility issues, medical needs, etc.)?		

EMERGENCY CONTACT INFORMATION (list all that apply)

Does this person have home health / hospice care?	Yes / No	If yes, contact phone number:
Does this person have a live-in caregiver?	Yes / No	If yes, contact phone number:

PERSONAL INFORMATION		
Full Name		
Relationship		
Phone		
Full Name		
Relationship		
Phone		
Full Name		
Relationship		
Phone		
Full Name		
Relationship		
Phone		

TRANSPORTATION INFORMATION: (Check all that apply)		
Do you require evacuation assistance?	YES	NO
If YES: please specify what assistance is needed:	<i>Example: Transportation?</i>	
If NO: how will you be evacuating?	<i>Example: Road, air, other?</i>	

TRANSPORTATION INFORMATION: (Check all that apply)

Do you have a designated person you will be contacting once you reach your destination?	YES	NO

SERVICE ANIMAL INFORMATION

Do you have a service animal?	Yes / No	If yes, animal type (dog/other):

Note: Except for service animals, pets are **not** permitted on GNWT coordinated transportation or at evacuation centres.

LODGING INFORMATION

Where are you staying for the duration of the evacuation?	<i>Example: Friends/family/other/is requesting accommodation at an evacuation centre.</i>

Evacuees requiring a place to stay will be provided information on the location of the nearest evacuation centre.

Evacuation centres will consist of a group lodging format which is usually located in an arena or school gymnasium type facility, and typically includes cots, blankets, and other basic necessities.

Commercial lodging is only considered when absolutely necessary based on assessment and advice from the healthcare system.

Residents who choose not to stay at the evacuation centre, must bear any costs of making alternate accommodations and will not qualify for reimbursement by the GNWT.

Appendix G: Evacuation Notice, Alert, Order and All Clear Templates

Evacuation Notice:

An Evacuation Notice is for information only and is an advisory that an emergency event, such as a wildfire, is currently in an area and may present an increased risk to a community or a remote area endangering life and/or property. Evacuation Notices:

- Can be issued by the Local Authority or MACA; and
- Describes the risk situation and encourages residents to prepare for the emergency and/or self-evacuate.

EVACUATION NOTICE TEMPLATE

From: Emergency Management Organization

Issued:

Area:

Description:

This notice is to advise the residents of the community of _____ of a _____ currently in the area which may present an increased risk to the community endangering life and/or property. Residents and visitors are advised to prepare for the emergency and/or evacuation if necessary.

Future updates can be found at:

Instructions:

The community of _____ is advised to prepare for the emergency and/or evacuation if necessary. Residents are asked to monitor news sources and keep aware of the situation.

FAQ

How will I know when I need to evacuate?

The _____ (*community name*) Emergency Response Committee will issue an Evacuation Order to advise residents when it is time to evacuate. This Order will be issued via _____ (*door-to-door, Radio, website, etc.*).

Where can I get more information?

For more information please go to/visit/call _____ (*website, community hall, community notice board, call in line*).

What should I pack?

The following is a list of items that community residents should remember to pack when evacuating. If evacuating by plane there will be baggage restrictions, typically baggage is limited to one bag per person.

- Climate appropriate clothing;
- Extra keys (for home and vehicles);
- Cash;
- Special items like prescription medications and infant care products;
- Important documents like prescriptions, insurance documents, etc. ; and
- A copy of your household emergency plan and important contact information.

If evacuating by road, it is suggested that residents pack the following items in addition to the ones listed below:

- Water (at least 2 litres per person);
- Non-perishable food (canned goods, energy bars, dried fruit);
- Crank or battery powered flashlight (and extra batteries);
- Crank or battery powered radio;
- First-Aid kit;
- Blankets;
- Basic tools (handsaw, hatchet or axe);
- Waterproof matches;
- Candles; and
- A full tank of gas (maybe a jerry can of gas depending on the distance to the destination).

Where will I be staying?

Reception centers provide basic care for residents who are displaced from their homes. Typically, they are set up in schools or community facilities and provide very basic group lodging and meal services. You will be provided with a specific destination when told to evacuate.

What about my pets?

As we will be evacuating by plane, residents will not be permitted to bring their pets. Please _____ (*leave your pets in your home and leave a note on your front door indicating how many, what kind of animal, a brief description and the names of your animals inside OR set your pets free outside, do not tie them up OR other*). Emergency officials may remain behind to provide security in the community and they may be able to check on animals that are left behind.

OR

If you are self-evacuating and have found accommodations that will accept your pets, feel free to bring them with you. However, animals will not be permitted at the reception center.

OR

If you are self-evacuating and have found accommodations that will accept your pets, feel free to bring them with you. Animals will not be permitted at the reception center, however, there may be pet services nearby that can board your pets temporarily. If you require assistance in making boarding arrangements for your pets please identify yourself upon registration.

Livestock arrangements are your responsibility.

How can I help protect my home?

For wildfire:

Implementing FireSmart techniques around your property can reduce your home's risk to wildfire. Listed below are a few steps you can take to FireSmart your property, for more information visit www.nwtfire.com.

- Clean your roof and gutters regularly;
- Trim back trees from house;
- Ensure combustible materials are properly stored; and
- Prune up trees up and trim back grass and shrubs.

Evacuation Alert:

An Evacuation Alert is issued to advise residents of the potential for loss of life or property from an emergency event and to be prepared to evacuate on short notice. Government officials shall make every attempt to provide as much advance notice as possible.

- Evacuation Alerts are normally issued by the Local Authority and MACA would only issue an Alert for a community if for some reason the Local Authority was unable.
- Residents shall be advised to prepare for worsening conditions and potential evacuation;
- People may be required to leave their homes with minimal notification of an evacuation order being issued;
- Residents shall be asked to monitor news sources and keep aware of the threatening situation; and
- Residents would also be advised to consider voluntarily evacuating the area when on Alert, although such requests are not enforceable.

EVACUATION ALERT TEMPLATE

From: Emergency Management Organization

Issued:

Area:

Description:

A _____ is affecting the community of _____ and everyone in the area must be prepared to evacuate immediately. In the event an evacuation order is given, anyone needing transportation to leave the area should go to _____ and arrangements will be made to transport people from the area.

Residents and visitors are requested to monitor news sources and keep aware of the threatening situation.

Future updates can be found at:

Instructions:

The community of _____ must be prepared to evacuate on short notice. In the event an evacuation order is issued, those needing assistance to leave should go to _____ where transportation will be arranged.

FAQ

How will I know when I need to evacuate?

The _____ (*community name*) Emergency Response Committee will issue an Evacuation Order to advise residents when it is time to evacuate. This Order will be issued via _____ (*insert notification method: door-to-door, Radio, website, etc.*).

Where can I get more information?

For more information please go to/visit/call _____ (*website, community hall, community notice board, call in line*).

What should I pack?

The following is a list of items that community residents should remember to pack when evacuating. If evacuating by plane there will be baggage restrictions, typically baggage is limited to one bag per person.

- Climate appropriate clothing;
- Extra keys (for home and vehicles);
- Cash;
- Special items like prescription medications and infant care products;
- Important documents like prescriptions, insurance documents, etc. ; and
- A copy of your household emergency plan and important contact information.

If evacuating by road, it is suggested that residents pack the following items in addition to the ones listed below:

- Water (at least 2 litres per person);
- Non-perishable food (canned goods, energy bars, dried fruit);
- Crank or battery powered flashlight (and extra batteries);
- Crank or battery powered radio;
- First-Aid kit;
- Blankets;
- Basic tools (handsaw, hatchet or axe);
- Waterproof matches;
- Candles; and
- A full tank of gas (maybe a jerry can of gas depending on the distance to the destination).

Where will I be staying?

A reception center will be set up in _____ at the _____. There will be temporary group lodging set up and basic meal services will be provided. Group lodging does not allow for much

privacy or comfort as it is an emergency situation. If you wish to find alternative accommodations for yourself, please make sure you let us know when you register.

What about my pets?

As we will be evacuating by plane, residents will not be permitted to bring their pets. Please _____ (leave your pets in your home and leave a note on your front door indicating how many, what kind of animal, a brief description and the names of your animals inside **OR** set your pets free outside, do not tie them up **OR** other). Emergency officials may remain behind to provide security in the community and they may be able to check on animals that are left behind.

OR

If you are self-evacuating and have found accommodations that will accept your pets, feel free to bring them with you. However, animals will not be permitted at the reception center.

OR

If you are self-evacuating and have found accommodations that will accept your pets, feel free to bring them with you. Animals will not be permitted at the reception center, however, there may be pet services nearby that can board your pets temporarily. If you require assistance in making boarding arrangements for your pets please identify yourself upon registration.

Livestock arrangements are your responsibility.

How can I help protect my home?

For wildfire:

Implementing Fire Smart techniques around your property can reduce your home's risk to wildfire. Listed below are a few steps you can take to Fire Smart your property, for more information visit www.nwtfire.com.

- Clean your roof and gutters regularly;
- Trim back trees from house;
- Ensure combustible materials are properly stored; and
- Prune up trees up and trim back grass and shrubs.

Evacuation Order:

An Evacuation Order is issued by authorities having jurisdiction in response to imminent danger to the involved area. It can be issued by the Local Authority or MACA. An Evacuation Order can be issued with or without declaring a state of emergency, however can only be enforced if a “state of emergency” or “state of local emergency is pre-declared by the Local Authority or Minister.

- Evacuation Orders are normally issued by the Local Authority and MACA would only issue an Order for a community if for some reason the Local Authority was unable.
- Evacuation Orders for remote areas are normally issued by MACA
- Residents will be told to evacuate and given directions.

EVACUATION ORDER TEMPLATE

From: Emergency Management Organization

Issued:

Area:

Description:

A _____ is occurring in/near _____ and everyone in the area must evacuate immediately. Anyone needing transportation to leave the area should go to _____ and transportation will be provided.

Persons evacuating must attend the _____ to register and receive further information.

Future updates can be found at:

Instructions:

The community of _____ must evacuate immediately. Those needing assistance to leave should go to _____ to arrange transportation. Evacuees need to register at the _____. Go to _____ for more information.

FAQ

Where can I get more information?

For more information please go to/visit/call _____ (*website, community hall, community notice board, call in line*).

What if I don't have transportation to the staging point?

If you do not have a way to get to the staging area for evacuation _____ (*will the community issue a door-to-door search for people who require assistance, will the community have a phone number for people to call and self-identify as requiring transportation to the staging area*).

How will I know what is happening in to community while I'm away?

While the community is evacuated emergency officials will survey the area. _____ (*daily, weekly, etc.*) briefings will be held at the reception centre to inform residents of what is happening in the community.

Where will I be staying?

A reception center will be set up in _____ at the _____. There will be temporary group lodging set up and basic meal services will be provided. If you wish to find alternative accommodations for yourself please make sure you let us know when you register.

EVACUATION ALL CLEAR

From: Emergency Management Organization

Issued:

Area:

Description:

The _____ event in _____ is now under control and the hazard area has been declared safe. The Evacuation Order is no longer in effect. Residents are advised to report to the reception centre for information on the community re-entry plan and transport arrangements. Residents will also be advised of services available and precautions and instructions on dealing with the impacts of the emergency.

Future updates can be found at:

Instructions:

Residents are advised to report to the reception centre for information on the community re-entry plan and transport arrangements. Residents will also be advised of services available and precautions and instructions on dealing with the impacts of the emergency.

Appendix H: Reception Action Plan

The following chart outlines actions that may be taken to facilitate the reception of evacuees within the community.

RECEPTION

MAJOR CONCERNS: Care and safety of displaced residents.

RESPONSE	RATIONALE	ACTION BY
Assessment of Situation	<ul style="list-style-type: none"> • Determine how many residents are being displaced; • Determine mode of transportation; • Determine expected time of arrival; and • Determine special needs of evacuees. 	Emergency Coordinator, MACA Regional Superintendent
Activation of Emergency Plan	<ul style="list-style-type: none"> • Determine the need to activate the Emergency Plan. 	CERC
Reassessment of Situation	<ul style="list-style-type: none"> • Determine need to open reception center; • Determine need for lodging; • Determine need for food, blankets and other supplies; and • Assign an individual to arrange for each of the above-mentioned tasks. 	CERC, Assigned Coordinators
Call for Volunteers Pre-register	<ul style="list-style-type: none"> • Notify residents of situation; • Request volunteers as needed to register evacuees, lodging, cook or bring supplies; and • Register volunteers when they are assigned to duties. 	CERC, Volunteers
Evacuee Registration	<ul style="list-style-type: none"> • Register evacuees upon their arrival at the reception center (all evacuees must check in at the reception center before going to their lodging location); • Data required includes names, ages, any special needs, lodging assignments, dates of arrival and departure, telephone number of lodging location (See Appendix H: Evacuation and Registration Form); and • Once registration is complete the information must be sent to MACA's Regional Superintendent. 	CERC, Volunteers.

Communications	<ul style="list-style-type: none"> • Up to date information flow amongst parties involved in reception efforts; and • Establish contact with community spokesperson (Mayor or SAO). 	CERC, MACA Regional Superintendent, Communications Coordinator, Municipal Works Maintainer, Volunteers, Fire Department
Public & Media Information, Instructions to Residents	<ul style="list-style-type: none"> • Provision of consistent information. 	Communications Coordinator
Security Control	<ul style="list-style-type: none"> • Coordinate the safety of people hosted and the protection of property in the reception center. 	CERC and Volunteers.

Appendix I: Hosting Plan

The following chart outlines actions that may be taken to facilitate the reception of evacuees.

Item	Local EMO Activities / Assessment	Completed
<p>Has an evacuation centre been identified for the community?</p> <p>Where will evacuees be hosted?</p> <p>How many evacuees can be hosted there?</p> <p>Has the floor plan and occupancy been approved by the Office of the Fire Marshall?</p> <p>Does the chosen hosting facility have back up power? Are washrooms available?</p>		
<p>Are all necessary resources/agreements in place to facilitate hosting of evacuees?</p> <p>How much bedding is available (cots, blankets, etc)? Any pre-positioned to be quickly set up?</p> <p>Are feeding services in place?</p> <p>Are social/medical services able to support?</p> <p>Is there a storage area to keep all evacuation centre supplies safe and easily accessible?</p>		
<p>How will the evacuation centre be managed?</p>		

Item	Local EMO Activities / Assessment	Completed
<p>Who is the lead Local EMO member who will be coordinating hosting efforts?</p> <p>Who will set up the evacuation centre?</p> <p>Who will be registering evacuees upon arrival?</p> <p>Are cleaning services or security required and if necessary, in place?</p>		
<p>What are the gaps?</p> <p><i>Eg. Are there resources required for the evacuation centre that cannot be procured locally?</i></p> <p>If no, have the gaps been identified to Regional EMO?</p> <p><i>It is critical for the Local EMO to identify any gaps and potential resource requests to the Regional EMO via the MACA Regional Superintendent as early as possible to allow for planning to take place.</i></p>		
<p>Are Local EMO members aware of the plan and prepared to manage hosting evacuees?</p> <p>Where will Local EMO meetings take place?</p>		

Item	Local EMO Activities / Assessment	Completed
<p><i>This should be outside of the risk area, in a secure location. A backup location may be required.</i></p> <p>Is there a meeting schedule for Local EMO members should an event take place?</p> <p>Having a known daily meeting schedule can be very helpful to maintain smooth operations during an event. Daily meetings can include:</p> <ol style="list-style-type: none"> 1) Morning meeting to obtain a status update from each section and confirm the plan for the day 2) Briefing meeting where politicians can be brief as to current activities 3) Media opportunity with spokesperson 4) Communications to the public: this doesn't have to be a meeting but could be in the form of a regular update post to a website/social media, radio announcements, etc. 5) Afternoon/evening planning meeting where activities of the day are reviewed and a plan for the following day is developed <p>Is there a regular check-in established to touch base with the Regional EMO?</p>		

Item	Local EMO Activities / Assessment	Completed
<p>Does the Local EMO have an established communications plan?</p> <p>Who will be the community government spokesperson?</p> <p>How will the Local EMO deliver messaging to evacuees?</p> <p><i>Eg. How often will updates be provided, using what public communications tools? Are residents aware?</i></p> <p>Are residents aware of the hosting plans?</p> <p>Should evacuees require assistance what is the established process to reach Local EMO for assistance?</p>		

Appendix J: Volunteer Registration

VOLUNTEER REGISTRATION SHEET

In this section you should list all of the volunteers, along with their current contact information. In the “Volunteer Duties” column, list the volunteer duties that the individual will perform throughout the emergency event. For example, they may be assigned to perform reception duties, or they may have participated in a search before.

NAME	CONTACT INFORMATION	VOLUNTEER DUTIES	SIGNATURE

Appendix K: Declaration of a State of Local Emergency

The following is a draft declaration of a state of local emergency format:

Declaration of a State of Local Emergency	
Whereas the _____(insert community name) is threatened due to _____(insert the nature and condition of the emergency)	
Therefore the Council declares that a State of Local Emergency exists in _____(community name).	
Time:	Date:
Signatures:	

Community residents must be immediately notified once a declaration has been made. This public notice must be given by a means that is commonly acceptable to the community. The following is a template that may be used:

Public Announcement of a State of Local Emergency
The Council of the _____(community name) declares a state of local emergency for the _____(community) due to _____(insert the nature and condition of the emergency).
The public is advised that for the duration of the emergency, the local authority may take any action deemed necessary as authorized by the <i>Emergency Management Act</i> .

Appendix L: Community Government Request for GNWT Emergency Management Assistance

COMMUNITY GOVERNMENT REQUEST FOR GNWT EMERGENCY MANAGEMENT ASSISTANCE

Requesting Entity (local authority)

Name of community government requesting assistance	
Primary contact name and number	

Background

Please check one option

1) Local authority is preparing for an emergency or disaster	<input type="checkbox"/>
2) Local authority is responding to an emergency event	<input type="checkbox"/>
3) Local authority has experienced a widespread disaster	<input type="checkbox"/>

Type of Assistance

<p>Explain in detail the type of essential emergency assistance required? <i>Examples: What is the activity you are seeking help with achieving? Do you need resources such as supplies or people? What do you need and what is it for? Do you need assistance in evacuation? to establish an evacuation centre?</i></p>

--

Timeframe for Assistance

When is the assistance needed by?
What are the consequences if assistance is not received by this time?

Local Resources

How has the community's capacity to respond or obtain resources been exhausted?
--

Additional Information

Please provide any additional information:

Please complete this form and submit it to the MACA Regional Superintendent for your area. MACA Regional Superintendents will acknowledge receipt of your request form and will follow up as soon as possible.

Appendix M: Resource Inventory

AVAILABLE HUMAN RESOURCES INVENTORY

In this section you should list all Human resources that are available in Enterprise, along with the current contact information. These resources may have to be employed should your community face an emergency.

POSITION	NAME(S)	LOCATION	CONTACT NUMBER
Mayor	Michael St. Amour	Enterprise	867-876-0987
Deputy Mayor	Sandra McMaster	Enterprise	867-875-0064
SAO	Blair Porter	Enterprise	867-875-8989
Finance	Louise Frost	Enterprise	867-875-0058
Wellness/Recreation Coordinator	Stephanie Kotchea	Enterprise	867-875-0163
Fire Chief	Craig McMaster	Enterprise	867-875-0169
Fire Fighters (x8)	Michele Paolucci	Enterprise	867-875-8124
	Kathy Beaupre	Enterprise	867-875-2677
	Stephanie Kotchea	Enterprise	867-876-0967
	Chaal Cadieux	Enterprise	867-875-8967
	Raven Magrum	Enterprise	587-325-3769
	Sandra McMaster	Enterprise	867-875-0064
Public Works Foreman	Chaal Cadieux	Enterprise	867-875-8967
Heavy Equipment Operator	Pat Coleman	Enterprise	867-876-0957
	Eric Bertrand	Enterprise	867-984-3989
	Alan Kimble	Enterprise	867-876-8524
	Mike Kimble	Enterprise	867-875-7103
	Westcan/RTL	Enterprise	867-984-3551
	Blackstone Homes	Enterprise	867-984-3911
Pilot Cars			
Plumbers	Paul's Plumbing & Heating – Paul Flamand	Enterprise	867-876-0299
Electricians	Lorne Poitras	Enterprise	867-446-2347
Mechanics	Ben Nason	Enterprise	867-688-2134
Carpenter	Jeff Zepp	Enterprise	403-899-3991
Caterers			
Fuel	Gateway Gas	Enterprise	867-988-3638
Retired Teacher	Amy Mercredi	Enterprise	867-984-3000

AVAILABLE EQUIPMENT RESOURCES INVENTORY

In this section you should list all the equipment that is available in your community, along with the current contact information of the owner/operator. These resources may have to be employed should your community face an emergency.

EQUIPMENT	LOCATION	OWNER/OPERATOR	CONTACT NUMBER
Crawler	Enterprise Dump	Chaal Cadieux	867-875-8967
Front end loader (x2)	PWS – Garage	Chaal Cadieux	867-875-8967
Dump Truck	PWS – Garage	Chaal Cadieux	867-875-8967
School Bus	PWS – School Bus Garage	Chaal Cadieux	867-875-8967
Club Cab Pick-up (x2)	PWS – Garage	Chaal Cadieux	867-875-8967
Single Cab Pick-up	PWS – Garage	Chaal Cadieux	867-875-8967
Grader	PWS - Garage	Chaal Cadieux	867-875-8967
1 Ton Stake Truck	PWS – Garage	Chaal Cadieux	867-875-8967
14 KW Portable Generator	PWS – Garage	Chaal Cadieux	867-875-8967
3000-Watt Generator	PWS – Garage	Chaal Cadieux	867-875-8967
Defibrillator 1	Hamlet Office	Craig McMaster	867-875-0169
Defibrillator 2	Hamlet Community Centre	Craig McMaster	867-875-0169
Defibrillator 3	Fire Hall	Craig McMaster	867-875-0169
Defibrillator 4	Fitness Center	Craig McMaster	867-875-0169
Satellite Phone	Fire Hall	Craig McMaster	867-875-0169
Fire Hall Siren	Fire Hall	Craig McMaster	867-875-0169
Small Engine Equipment	PWS – Garage	Chaal Cadieux	867-875-8967
Fire Truck – 800 gallons	Enterprise Fire Department	Craig McMaster	867-875-0169
10,000-gallon reservoir	Enterprise Fire Department	Craig McMaster	867-875-0169
1,500-gallon Porta Tank	Enterprise Fire Department	Craig McMaster	867-875-0169
VHS radios (x8)	Enterprise Fire Department	Craig McMaster	867-875-0169
SCBA & Spare Tanks (2250 psi)	Enterprise Fire Department	Craig McMaster	867-875-0169
Turn –out Gear	Enterprise Fire Department	Craig McMaster	867-875-0169
Chain Saw	Enterprise Fire Department	Craig McMaster	867-875-0169
Ladders	Enterprise Fire Department	Craig McMaster	867-875-0169
Generator	Enterprise Fire Department	Craig McMaster	867-875-0169
Portable Pumps (2 inch)	Enterprise Fire Department	Craig McMaster	867-875-0169

Bulk Fuel Storage	Petro Pass – Bear Rd	Yellowknife Depot	867-873-4001
Tractor Trailer (1)	Westcan RTL Yard	Mike Kimble	867-875-7103
Fuel Storage Tank	Westcan RTL Yard	Mike Kimble	867-875-7103
Loader (1)	Westcan RTL Yard	Mike Kimble	867-875-7103
Assorted pumps/fittings	Westcan RTL Yard	Mike Kimble	867-875-7103
Truck with dump box	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Bobcat with Tracks	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Car Hauler, Flat Deck Gooseneck	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Herman Nelson	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Excavator	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Small Backhoe, auger, other attachments	Eric’s Bobcat Services	Eric Bertrand	867-984-3989
Bobcats (2)	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Dump Trailer	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Pickups (3)	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Generators (3)	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Mobile Pressure Washer (1)	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Multiple Chain Saws	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911
Heated Shop	Paul’s Plumbing & Heating	Paul Flamand	867-876-0299
Bobcat	Paul’s Plumbing & Heating	Paul Flamand	867-876-0299
Trailer Car Carriers	Paul’s Plumbing & Heating	Paul Flamand	867-876-0299
Herman Nelsen	Paul’s Plumbing & Heating	Paul Flamand	867-876-0299
Trailers	Sunrise Cabinet & Millwork	Mark MacDonald	867-984-3615
Dump Truck	K. Wayne Jordan Trucking	Wayne Jordan	867-984-3607
Mobile Pressure Washer (1)	Blackstone Homes	Mike Unger or Wayne Knelsen	867-984-3911

AVAILABLE BUILDING RESOURCES INVENTORY

In this section you should list all the building resources that are available in your community, along with the current contact information. These resources may have to be employed should your community face an emergency.

RESOURCE	LOCATION	CONTACT INFORMATION	CONTACT NUMBER
Emergency Operation Centre (primary location)	Hamlet Council Office	SAO- Blair Porter	867-875-8989
Emergency Operation Centre (secondary location)	Fire Hall	Fire Chief- Craig McMaster	867-875-0169
Fire Hall (2 bays & training room)	Fire Hall	Fire Chief- Craig McMaster	867-875-0169
Public Works Garage	704 Industrial Drive	Public Works Foreman – Chaal Cadieux	867-875-8967
Fitness Center	Old Weigh Scale Building	SAO- Blair Porter	867-875-8989
Cold Storage Building (20 ft. X 40 ft.)	Industrial Drive - Industrial Drive	Public Works Foreman – Chaal Cadieux	867-875-8967
Parking Garage (26 ft. X 24 ft.)	Public Works Garage	Public Works Foreman – Chaal Cadieux	867-875-8967
Kitchen Facility	Hamlet Ball Diamond	SAO- Blair Porter	867-875-8989
Building (3 phase power)	Sunrise Cabinet & Millwork	Mark MacDonald	867-984-3615
Warehouse	Westcan RTL Yard	Mike Kimble	867-875-7103
Heated Parking Garage	Westcan RTL Yard	Mike Kimble	867-875-7103
Residents (2) Trailers	Westcan RTL Yard	Mike Kimble	867-875-7103
Hamlet Staff House	428 Polar St, Enterprise	SAO- Blair Porter	867-875-8989
Hamlet Staff House	524 Birch Street, Enterprise	SAO- Blair Porter	867-875-8989

INVENTORY OF OTHER AVAILABLE RESOURCES OUTSIDE OF THE COMMUNITY

In this section you should list all other resources that are available through the Hamlet of Enterprise along with the current contact information. These resources may have to be employed should the community face an emergency.

RESOURCE	LOCATION	CONTACT INFORMATION	CONTACT NUMBER
Ambulance	Hay River Fire Dept.	Town of Hay River	(867) 874-9333
B & T Plumbing and Heating	Hay River		(867) 874-4406
BZT General Contracting	Fort Smith		(867) 872-2603
Cab Construction	Fort Smith		(867) 872-2140
Digaa Enterprises Ltd.	Fort Providence		(867) 699-3411
Fire Department	Hay River Fire Dept.	Town of Hay River	(867) 874-2222
Health & Social Services Authority	Hay River Regional Health Centre	Town of Hay River	(867) 874-8000
Police Service	Hay River Detachment	Town of Hay River	(867) 874-1111
Carter Industries	Hay River	Town of Hay River	(867) 874-6574
Charles Corothers Building Materials Ltd.	Hay River	Town of Hay River	(867) 874-2729
Cherdon Enterprises	Fort Providence		(867) 699-4600
Danmax Communications	Yellowknife	P.O. Box 2640	(867) 873-6961
Eagle 88 Enterprises	Hay River		(867) 874-3032
Ehdah-cho Store Ltd.	Hay River	Box 3057	(867) 874-6513
Equipment Rental – Concept Building Supplies	Hay River	Town of Hay River	(867) 874-2324
Fort Smith Construction	Fort Smith		(867) 872-2229
Hay River Disposals	Hay River	Town of Hay River	(867) 874-2720
Hay River Electrical Construction	Hay River		(867) 874-6806
Hay River Home Hardware	Hay River	70 Industrial Drive	(867) 874-6722
Hay River Super A Foods	Hay River	Town of Hay River	(867) 875-4888
Hayze Electric	Fort Smith		(867) 872-5311
Keith Water Service	Hay River	Town of Hay River	(867) 874-6379
Mackenzie Electric Ltd.	Hay River	Town of Hay River	(867) 874-6806
Manitoulin Transport	Hay River	Town of Hay River	(800) 265-1485
Midnight Petroleum	Hay River	Town of Hay River	(867) 874-2201
Morgan's Mechanical	Hay River	#18 Studney Drive	(867) 874-3403
MSS Ltd.	Hay River	Town of Hay River	(867) 874-6337
Norn Industries – Andy Norn	Fort Resolution		(867) 376-0030
Northern Communities Insurance Program	Yellowknife, NT	200,5105- 50th Street	(866) 873-8359
Northland Plumbing and Heating	Hay River		(867) 874-3276
Northland Utilities (NWT) Ltd.	Hay River	Town of Hay River	(867) 874-6879
Northmart	Hay River	81 Woodland Drive	(867) 874-6545

NorthwesTel	Whitehorse	P.O. Box 2710	(888) 423-2333
NTCL - Marine Transportation	Hay River	Town of Hay River	(867) 874-5100
NU Mechanical	Fort Smith		(867) 872-0835
Power Surge Technologies Ltd.	Hay River	Town of Hay River	(867) 874-4385
Rowe's Construction	Hay River	Town of Hay River	(867) 874-3243
Staples Advantage (Edm)	Calgary	Box 2524, Station M	(780) 468-8888
Stitco Energy Limited	Hay River	#7 Willow Road	(867) 874-2432
Taylor & Company	Hay River	6 Camsell Crescent	(867) 874-2447
TDC Contracting	Fort Smith		(867) 872-2458
Tire North Ltd	Hay River	917 Mackenzie Hwy	(867) 874-2686
Tracey's Plumbing and Heating	Hay River		(867) 874-3260
Wesclean Northern Sales	Hay River	15 Industrial Drive	(867) 875-5100

NEW ITEM

HAMLET OF ENTERPRISE
526 Robin Road
Enterprise, NT, XOE OR1



REQUEST FOR DECISION

DATE	SUBJECT	PREPARED BY
June 2, 2023	Titled lots	Blair Porter

RECOMMENDATION

That Council make a decision as to what lots to keep and what lots to sell from the lots that were just transferred over to the Hamlet.

CONCEPT

During the events of last year, the Hamlet purchased several freezers to stock food to supply to flood victims. Now that is past, and the Hamlet does not have the need to keep all the freezers. A resident of Enterprise has made an offer to purchase one or two of them for the above price.

RELEVANT DOCUMENTATION

Enterprise map (attached)



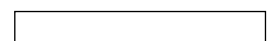
July 25, 2019

Legend

- Block Land Transfer Boundaries
- Municipal Boundaries
- Surveyed Parcels
- Building Footprints
- Surveyed Easements
- Surface Land Withdrawal

Scale 1:3,000

100 metres



UTM Zone: 11



July 25, 2019

Legend

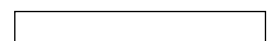
- Block Land Transfer Boundaries
- Building Footprints

- Municipal Boundaries
- Surveyed Easements

- Surveyed Parcels

Scale 1:3,000

100 metres



UTM Zone: 11



ATLAS

Government of Northwest Territories

Enterprise Properties Bear Road



July 25, 2019

Legend

Block Land Transfer Boundaries

Municipal Boundaries

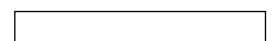
Surveyed Parcels

Building Footprints

Surveyed Easements

Scale 1:3,000

100 metres



UTM Zone: 11

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