

Evacuation Plan for The Bay/Bluff Area

Town of Gibsons



Prepared by:

Calian Emergency Management Solutions

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EM@calian.com

1-613-599-8600

www.calian.com/en

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2. INTRODUCTION

2.1 Purpose

The purpose of this document is to provide detailed planning data for the Sunshine Coast Regional District (SCRD) emergency program in the event of an evacuation within the extended area of Gibsons Bay/Bluff Area (The Bay/Bluff Area)Figure 1. This plan specifies agency roles and responsibilities and includes planning considerations for moving at risk populations away from a hazardous environment within the specified area within The Bay/Bluff Area.



Figure 1 The Bay/Bluff Area- Gibsons District Map

2.2 Scope

This document is to be used in conjunction with existing community emergency plans. The Bay/Bluff Area is an area known locally to include Gibsons Landing which is to the southeast of the Town of Gibsons. An evacuation may impact populations across multiple jurisdictions and require the coordination and services of several agencies and governments. This plan details the resources and routes available to emergency planners and provides hazard-specific considerations which are unique to the Town of Gibsons and the SCRD.

This document does not provide detail regarding the structure of community emergency program(s), Incident Command System (ICS) structures, or Emergency Operations Centre (EOC) operational planning processes. Rather, it provides information to EOC staff such as identifying specific evacuation routes, vehicle staging locations, and other considerations that should be used as part of an evacuation.

2.3 Continuous Improvement

This document has been developed with continuous improvement in mind. A revision tracking table has been included on Page i of this document to track ongoing reviews and updates to critical information within the document. At a minimum, emergency program staff should conduct a review following every activation requiring use of this plan as well as an annual review of this document and its contents. This will ensure that the information remains up to date and to ensure that important information is added, removed, or otherwise modified.

2.4 Community and Stakeholder Engagement

To inform key considerations and confirm roles and responsibilities, the plan was developed utilizing information from written responses or interviews with individual stakeholders representing organizations in the Town of Gibsons and the District of Sechelt.

As part of the continual improvement process for this document, community input on a recurring basis may be desired. The full list of participating organizations are listed in Annex H Stakeholder Engagement.

3. COMMUNITY PROFILES

The area of The Bay/Bluff Area detailed in this plan includes Gibsons Landing which is a predominantly residential harbour waterfront area in the Town of Gibsons.

3.1 Hazard Identification

The evacuation route plan is all-hazard, meaning that it can be used by EOC staff for planning purposes regardless of the cause of the evacuation. Despite the all-hazard nature of the document, consideration was given to the hazard landscape of The Bay/Bluff Area .

Table 1 indicates hazards identified that have the potential to require a full or partial evacuation of The Bay/Bluff Area . This is based on a collection of hazard risk assessments contained in the HRVA for the Town of Gibsons (2005).

Table 1 Primary Hazards for the Bay/Bluff Area

Event	Probable Onset (no notice, limited to advance notice)	Comments
Earthquake	No notice	An earthquake is anticipated to cause localized evacuation, due to infrastructure damage. Major transportation routes may be affected including Hwy 101. Although local residents are expected to shelter in place, there may be a requirement for localized evacuations for life safety purposes.
Airborne Hazardous Material Accidents	Limited notice	Howe Sound Pulp and Paper Corporation may present an evacuation risk to Gibsons in the event of an accident at the Mill. Due to wind direction, there is a potential for airborne hazardous materials. Shelter in Place and evacuations may be required.
Wildland/Urban Interface Fire	Limited to advance notice	Fire is likely to cause localized evacuation. Limited egress routes in rural communities may impact evacuation route options. Highway 101 is the singular egress route from many communities including The Bay/Bluff

Event	Probable Onset (no notice, limited to advance notice)	Comments
High debris-flood hazard and Local Flooding.	Limited to advance notice	<p>Area .</p> <p>High debris flooding via Charman Creek is likely to cause impacts to residents of The Bay/Bluff Area in the Stewart Road vicinity.</p> <p>Perigean spring tides (commonly known as king tides) and storm surges have historically caused residential flooding resulting in localized evacuations.</p>
Landslides and Land Subsidence	Limited or no notice	<p>Gibsons HRVA has identified a risk of land and rockslide around Charman Creek and Gibsons Creek. South of Franklin Road adjacent to Gower Point Road also has high probability of landslide activity and erosion caused by the susceptible silty- sandy soil. This may result in localized evacuations.</p>
Hazardous Material Release (HAZMAT)	No notice	<p>Hazard likely to cause localized shelter in place or evacuation. Hazardous materials and dangerous goods are transported in local waters and may be stored on land in commercial and industrial facilities throughout the SCRD.</p>

4. EVACUATION PROCEDURE- THE BAY/BLUFF AREA , TOWN OF GIBSONS

PRIMARY USE

The Bay/Bluff Area is a combination of both residential homes and small retail businesses situated on a peninsula in the southeast portion of the Town of Gibsons. The area is split between low and highland and includes a government marina. There are public parks and beaches and the population set to increase due to current building permissions for multi occupancy buildings. The marina, local stores and restaurants, brewery, and general facilities are an attraction to both peninsula residents and tourists alike. There is a thriving year-round marine community that utilizes the dock and services. They are not considered part of the community in this evacuation plan as they would have their own marine assets to leave the district and are transient in lifestyle.



Figure 2 The Bay/Bluff Area Evacuation Roads Map

PRIMARY & SECONDARY ARTERIAL ROADS

School Road leading to Highway 101 (Sunshine Coast Highway)
Marine Drive
Gower Point Road
Abbs Road
Franklin Road
Dougall Road
S Fletcher Road

KEY CONSIDERATIONS

Most of the community have access to personal transportation and may be able to drive out of the area given advanced warning. Existing public transportation has bus stops throughout the community. This community has a permanent year-round residency base although other communities of the Sunshine Coast experience seasonal fluctuations in population due to tourism. The Bay/Bluff Area does not have substantial tourist accommodations, the visitor increase is still mentionable with visitors to the stores, marina, and businesses during opening hours. Any evacuation should consider the possibility of assisting tourists and day users of The Bay/Bluff Area amenities, including parks and beaches. The boats within the government marina should also be notified of evacuations to ensure the evacuation is completed thoroughly.

Highway 101: Highway 101 is a critical route for communities throughout the Sunshine Coast. The EOC should consider the need for traffic control where evacuees will intersect with Highway 101 throughout the Town of Gibsons. The evacuation routes from The Bay/Bluff Area all intersect eventually to Highway 101: School Road leads out to the north and Gower Point Road to the south west. Marine Drive gives direct access to Highway 101 at Langdale Ferry terminal, due to the evacuation traffic, control would be needed where Marine Drive meets Highway 101.

Gower Point Road: Gower Point Road leads from the residential area of The Bay/Bluff Area along the coastal hillside to the south west. It is already well used by the local population as a route to the west side of Gibsons and Highway 101 avoiding School Road. Depending upon the hazard, Gower Point Road may be susceptible to closure due to its routing along the hillside and general condition.

Abbs Road, S Fletcher Road, Gower Point Road, Franklin Road, Dougall Road: all are local routes that assist with logical egress onto School Road. School Road leads uphill to Highway 101 where there may be a need for traffic control measures if other areas of The Town of Gibsons or the Sunshine Coast are evacuated.

EVACUATION DIRECTIONS

It is likely the community will have access to their vehicles and will be self-sufficient in ensuring their neighbours are able to evacuate. Current public transportation routes and bus stops for the residents of The Bay/Bluff Area can be utilized and augmented with extra buses if required. If the Bay/Bluff Area should be evacuated, it is the furthest area to the southwest of the Town of Gibson and as part of a controlled evacuation, it may be pertinent that it is evacuated prior to the surrounding communities to assist with traffic flow.

Table 2 Muster Points, Critical Infrastructure, Evacuation Direction & Reception Centre

Item	Description
Critical Infrastructure	<ul style="list-style-type: none">• Highway 101• School Rd• Marine Drive• Gower Point Road
Evacuation Direction	Evacuation by road will be via School Road, Gower Point Road, or Marine Drive, all three leading to Highway 101 dependent on the hazard.
Closest Reception Centre	The closest reception centre to this area is Gibsons Public Market, 473 Gower Point Road

ESTIMATED TIME TO EVACUATE:

Table 3 Estimated Time to Evacuate

Estimated Population	Estimated Single Vehicle Travel Time in Minutes	Estimated Evacuation Time in Minutes
1004	18	49.6

All times are approximate and for planning purposes only. They do not include advance time required to develop and distribute information to the public. Evacuations are dynamic and times are influenced by factors that may not be apparent during planning activities. The EOC should rely on the subject matter experts available during an evacuation for guidance.

5. AUTHORITIES AND LEGISLATION

5.1 Overview

Within the Province of BC, there is legislation providing authority to key agencies to initiate and / or support with evacuation activities. While these exist at all levels of government (i.e., local,

provincial, federal), they aim to work in tandem to ensure that there are clear lines of responsibility and authority in the event of community evacuation.

While local authorities are responsible for managing evacuations of their communities, there are multiple levels of government, non-governmental organizations (NGOs), and agencies ready to support through all stages of an evacuation. Annex D provides a synopsis of the various legislation that prescribes authority for initiating and executing evacuation activities.

6. ROLES & RESPONSIBILITIES

The following section briefly outlines the roles and responsibilities of local and regional stakeholders who may contribute to an effective evacuation. The numerous provincial, federal, and large NGOs who may also support evacuation activities are listed in Annex F.

6.1 Local / Regional Stakeholders

6.1.1 Local authority(s)

The local authority is consulted when emergency response organizations deem an evacuation is recommended. The Emergency Program Act allows the local authority to declare a state of local emergency. The local authority is then responsible for public communications, facilitating the movement of people, setting up and running reception / lodging for evacuees, and coordinating with external stakeholders and neighbouring jurisdictions. The Sunshine Coast Regional District (SCRD) is authorized under Sunshine Coast Regional District Emergency Measures Plan and Administration Bylaw No.564, 2005. Gibsons, Sechelt and the Sechelt Indian Government District are part of one Emergency Response Program (SCEP) under The Sunshine Coast Regional District.

6.1.2 Sunshine Coast Regional District

During an emergency response that may require an evacuation of The Bay/Bluff Area and when required by first responders, an Emergency Operations Center (EOC) will be activated by the SCRD to support the activity. The EOC is responsible for various duties such as declaring a state of local emergency, coordinating multiple agencies, providing media releases and managing evacuees.

Numerous key departments, and agencies from the SCRD may be required to support both the EOC and the Incident Command (IC) site(s). The SCRD Emergency Response and Recovery Plan establishes the roles each department or agency may hold during an emergency response. Due to the unique relationship between the SCRD, Fire Departments, shíshálh Nation and other mutual aid agreements, it is important that the EOC coordinates roles, expectations, and responsibilities.

6.1.3 Town of Gibsons

During an emergency response that may require an evacuation, numerous key departments, and agencies from the Town of Gibsons may be active in the evacuation. Resources may also be required to support both the EOC, the Incident Command (IC), and Emergency Support Services (ESS) site(s). The Sunshine Coast Regional District through The Sunshine Coast Emergency Program (SCEP) establishes the roles each department or agency may hold during an emergency

response, although during complex operations the EOC should coordinate with the appropriate managers to ensure all resources are appropriately identified and utilized.

The Sunshine Coast Emergency Response and Recovery Plan (2018) details the roles of the SCRD Board [or Council] regarding States of Local Emergency (SoLE) as well as evacuation orders, alerts, and rescinds within the SCRD. The SCRD Emergency Program is responsible for implementing the emergency plan and should be activated for evacuations in the Sunshine Coast Regional District area.

6.1.4 Fire Departments

The Sunshine Coast is protected by four fire departments that fall under the umbrella of the SCRD, these are the Gibsons and District Volunteer Fire Department, Roberts Creek Volunteer Fire Department, Halfmoon Bay Volunteer Fire Department and the Egmont and District Volunteer Fire Department.

There are also two independent fire departments that do not come under the SCRD which are the Sechelt Fire Department and Pender Harbour Volunteer Fire Department. Fire Departments will have a key role to play in supporting evacuations.

The Bay/Bluff Area is serviced by the Gibsons and District Volunteer Fire Department. The responsibilities defined within the SCRD Emergency Plan include:

- Act as lead agency if a fire occurs within their Fire Protected Area and for other emergency response incidents within their jurisdictional responsibilities
- Direct and assist in the evacuation of people
- Provide fire suppression and fire control
- Provide specialized services as trained in cooperation with other departments and agencies
- Implement mutual aid agreements as necessary
- Work with B.C. Wildfire Service who are based at 4448 Hill Top Road, Sechelt

6.1.5 Royal Canadian Mounted Police

The Royal Canadian Mounted Police (RCMP) Sunshine Coast Detachment is in the District of Sechelt, with Community Policing offices in Gibsons and Pender Harbour.

The RCMP will have a key role to play in supporting evacuations. The responsibilities defined within the evacuation which may include:

- Initial lead agency for major motor vehicle accidents, aircraft incidents and terrorism (handed over to MoTI in an evacuation once routes are established)
- Direct and assist in the evacuation of people
- Provide warning and alerting services; Not the sole provider
- Enforce emergency restrictions and regulations
- Control traffic and routes to facilitate the movement of emergency response vehicles
- Seal off the affected area
- Control and, if necessary, disperse crowds within the affected area
- Ensure the protection of lives, public and private property
- Coordinate use of auxiliary and / or special police (Citizens on Patrol (COPS))

6.1.6 Search And Rescue (SAR)

SAR has approximately 30 volunteers. They have a command vehicle containing an office (radios, computers, printer). They have an internal ICS chain of command but will fall under EOC Operations in an emergency. Sunshine Coast SAR traditionally has been involved in SCRD evacuation notices for the Sunshine Coast. SAR would be activated to assist in an evacuation by calling the fire desk at EComm911.

7. EVACUATION MANAGEMENT

7.1 Shelter-in-Place

When exposed to a hazard, sheltering-in-place should be considered the preferred course of action and local authorities should consult with technical advisors to develop an informed decision regarding whether this option is safe for the community. If it is determined to be unsafe, then appropriate Evacuation Alerts and / or Orders should be initiated.

Implementing shelter-in-place protocols can reduce costs, reduce the impacts of evacuations on the public, and may improve response effectiveness and expedite community recovery.

Sheltering-in-place recommendations are generally issued in response to hazards such as chemical, biological, or radiological contaminants, police incidents or disturbances, or severe weather events. These protective measures are dependent upon residents being able to stay in the structure they are in at the time of the threat, provided that the structure offers a reasonable level of protection from the threat.

The BC Evacuation Operational Guide provides the following guidance on what shelter-in-place entails (Figure 3). This should be communicated to residents as part of a broader public education campaign specific to the expected rollout of evacuations.



Shelter-in-place:	
<u>IS:</u> 	<u>IS NOT:</u> 
<ul style="list-style-type: none"> directing individuals to: stay within the building they are currently in or to immediately find refuge in the closest safe building; select a small, interior room with few or no windows; and take refuge there until the threat has passed an official recommended protective measure from the authority having jurisdiction, when determined to be the safest course of action 	<ul style="list-style-type: none"> directing individuals to a particular shelter to be confused with a community deciding not to evacuate after receiving a recommendation to evacuate from the hazard Incident Commander to be confused with an individual deciding not to evacuate after an Evacuation Order has been issued and direction has been given to leave the area

Figure 3 BC Evacuation Operational Guide Shelter in Place Guidance

7.2 Shelter-in-Community

There may be times when some residents may temporarily require additional support to safely endure the event, or the isolation caused by an event. This is referred to as shelter-in-community. Examples of supports may include warming, cooling, or cleaner air centres. Generally, shelter-in-community decisions should be made following consultation with Health Emergency Management British Columbia (HEMBC). Consultation with EMCR prior to shelter-in-community actions is also recommended to clarify reimbursement options.

Cost recovery is sometimes possible during these types of events. Open dialogue and Expense Authorization Forms with EMCR should be established early in any incident requiring this type of evacuation to ensure that services being provided to residents meet criteria for reimbursement by the Province.

7.3 Types of Evacuation

There are two types of evacuations: tactical and strategic.

A **tactical** evacuation is performed when there is a direct threat to the life safety of responders or the public. Evacuation documentation is not necessary prior to a tactical evacuation. It is imperative that life safety takes precedence and is performed at the discretion of the IC. During a tactical evacuation, it is necessary to inform evacuees why they are being evacuated, where to go, and how they can receive further information and updates.

While a SoLE is **not** required for a tactical evacuation, it is recommended to contact EMCR through the Emergency Coordination Centre (ECC) when it is safe to do so. If residents will be displaced for a prolonged period, a formal Evacuation Order and SoLE should be issued as soon as it is operationally appropriate.

Strategic evacuations are evacuations that can safely allow time for formal documentation to be issued. It is recommended that strategic evacuations have staged documentation, including an Evacuation Alert, Evacuation Order, and Evacuation Rescind as noted in Section 7.4.

While the local authority has the legal authority to issue Evacuation Alerts, Orders, and Rescinds for areas within their jurisdiction, it is recommended it does so on the advice of hazard specific Subject Matter Experts (SME). Generally, the IC for the emergency event will communicate directly with the local authority regarding the impact of the event on the jurisdiction. The IC has site level awareness and expertise, so it is recommended that the local authority follows the recommendations of the IC; however, the local authority can choose to also consider additional expert advice from other SMEs including Traditional Indigenous Knowledge Keepers who may have relevant information for the local authority to consider.

7.4 Alerts, Orders, and Rescinds

There are three different types of evacuation documentation. See Annex E for an Evacuation Management flow chart regarding the use of these documents. See Annex G for templates for each type of evacuation documentation.

Evacuation Alerts: Advises the affected population of a current or potential threat that may lead to an Evacuation Order. The Evacuation Alert should have clearly defined boundaries and include instruction to residents.

A SoLE is not required for an Evacuation Alert.

Evacuation Orders: Advises the public that an order has been issued and that the affected population must leave the specified area immediately. The Evacuation Order should have the same information as the Evacuation Alert and must clearly state that the Evacuation Order is mandatory. The Evacuation Order should also include information about designated evacuation routes, closed routes, and the location of Emergency Support Services (ESS) Reception Centres.

****Reminder – A SoLE must precede an Evacuation Order****

Evacuation Rescinds: Advises the public that the Evacuation Order is no longer in effect. The Evacuation Order can be formally rescinded, or it can be downgraded to an Evacuation Alert. If only a portion of the impacted area can be rescinded, the local authority has two options:

1. An Evacuation Rescind can be issued for the entire area, with a new Evacuation Alert or Evacuation Order issued immediately for the new area or
2. An amendment can be issued to the existing Evacuation Order clearly defining the changes

7.5 Notification

Issuing Evacuation Alerts, Orders, and Rescinds should adhere to the following procedures:

7.5.1 Issuing an Evacuation Alert:

1. The EOC in consultation with the IC and available hazard-specific SMEs including Traditional Indigenous Knowledge Keepers and technical specialists, decides that an Evacuation Alert is required
2. Notify the policy group and first responder agencies
3. If the hazard may impact other jurisdictions within The Bay/Bluff Area coordinate with other EOCs
4. If the hazard may impact the urban Indigenous population, consider consultation with First Nations Health Authority (FNHA) and Indigenous Services Canada (ISC)
5. Request assistance to perform Evacuation Alert notifications (e.g., from first responders or other identified groups such as Search and Rescue (SAR))
6. Based on advice, map the geographic boundaries of the Alert. Identify the Alert area using civic addresses, street names, or any combination that works
7. Complete an Evacuation Alert Template and include:
 - The issuing authority (e.g., SCRD or relevant local authority)
 - The reason for the Alert with a description of the hazard
 - The areas under Alert with as much detail as possible, including a map of the Alert area
 - A general listing of important personal supplies that should be prepared for the potential evacuation (e.g., identification, medication, insurance papers, warm clothing, specialty medical equipment, eyeglasses, hearing aids, prostheses, work clothes). Pets are also a high priority to many residents and direction should be provided in this regard and
 - Where to get additional information
8. Notify the impacted area of the Alert (e.g., through social and traditional media, door-to-door, Emergency Notification System, etc.)
9. Email a copy of the Alert to the EMCR Provincial Regional Emergency Operations Centre (PREOC)
10. Once the Alert is in place, consider providing information regarding vulnerable populations and recommending livestock relocation

7.5.2 Issuing an Evacuation Order:

1. The EOC in consultation with the IC and available hazard-specific SMEs including Traditional Indigenous Knowledge Keepers and technical specialist, decides that an Evacuation Order is required.

2. Notify the policy group and first responder agencies
3. If the hazard may impact other jurisdictions within the SCRD coordinate with other EOCs
4. If the hazard may impact the urban Indigenous population, consider consultation with FNHA and Indigenous Services Canada (ISC)
5. Request assistance to perform Evacuation notifications (e.g., from first responders or other identified groups such as SAR)
6. Based on advice, map the geographic boundaries of the Order. Identify the Order area using civic addresses, street names, or any combination that works.
7. Declare a SoLE, publish online, and notify the public
8. Complete an Evacuation Order Template and include:
 - The issuing authority (e.g., SCRD or relevant local authority)
 - The reason for the Order with a description of the hazard
 - The areas under Order with as much detail as possible, including a map of the Order area
 - Designated evacuation routes and identification of closed routes
 - Location of reception centres , including hours of operation
 - If using virtual reception centres or online registration, how to register
 - A general listing of important personal supplies that should be prepared for the potential evacuation (e.g., identification, medication, insurance papers, warm clothing, specialty medical equipment, eyeglasses, hearing aids, prostheses, work clothes). Pets are also a high priority to many residents and direction should be provided in this regard and
 - Where to get additional information
9. Notify the impacted area of the Order (e.g., through social and traditional media, door-to-door, public notification systems, etc.)
10. Email a copy of the SoLE and the Order to the EMCR PREOC
11. Consider how to best support those individuals who cannot self-evacuate
12. Consider how to best support evacuees using ESS

7.5.3 Issuing an Evacuation Rescind:

1. The EOC in consultation with the IC and available hazard-specific SMEs including Traditional Indigenous Knowledge Keepers and technical specialist, decides that an Evacuation Rescind is required
2. Notify the policy group and first responder agencies
3. If the hazard impacted other jurisdictions, coordinate with other EOCs.
4. If the hazard impacted the urban Indigenous population, consider consultation with FNHA
5. Coordinate early re-entry for community support agencies (e.g., health agencies, school district, critical infrastructure agencies, etc.) prior to Rescind in preparation for returning evacuees
6. Consider allowing residents who may have lost homes or property early access into the evacuated area

7. Complete an Evacuation Rescind template.
8. Notify evacuated residents of Rescind (e.g., through social and traditional media, automatic notification systems, announcements at ESS reception centres and group lodging facilities)
9. Email copy of the Rescind to the EMCR PREOC

Partial Evacuation Order Rescind – If only a portion of the Evacuation Order can be rescinded, an Evacuation rescind can be issued for the entire Evacuation Order area, with a new Evacuation Order and / or Alert issued immediately afterwards identifying new geographical boundaries. An alternative is to issue an amendment to the existing Evacuation Order, clearly identifying the changes. Whichever option is preferred, it is important to issue clear and consistent maps that undoubtedly show what properties remain on Alert or Order.

7.6 Phasing

Evacuation phasing promotes a controlled evacuation that does not overwhelm first responders, traffic control personnel, or the roadway traffic flow capabilities. When possible, this is the preferred method of evacuation. Evacuation phasing may include:

- Evacuating those closest to the incident first and then increasing the buffer zone as traffic or time allows
- Evacuating areas closest to main high flow roadways first, improving the flow of neighbouring areas that will need to travel through to reach the main roadways
- Evacuating areas with the densest population first as they will take longer to evacuate
- Allowing vulnerable populations more time to move to pick-up areas or make alternate arrangements to evacuate the area as they may require more time; and
- Utilizing control traffic management strategies to allow for maximum flow on main roads first, then switching to enable priority to other areas

Evacuation phasing allows for different zones to be sent to different locations, therefore reducing the load on one specific egress. Tactical evacuations should be developed based on the nature of the situation and are generally the responsibility of the IC.

If there is a requirement for a full evacuation of The Bay/Bluff Area, a multi-modal solution which depends upon roads, as well as marine transportation may be required.

7.7 Destination

An Evacuation Order should clearly identify to the public that they must leave the area. It is best practice to include specific intended destinations and routes within the Order. Depending upon the type of evacuation, the EOC may include different types of destinations including:

- Designated reception centres – these will be leveraged for incidents resulting in the evacuation of residents. The location of reception centres will be determined based on the nature and the scope of the incident. Although many residents will not require supports or lodging, all evacuees should be encouraged to register in person or virtually at a reception centre for tracking and communication and
- Muster Points – these will be leveraged for incidents where the evacuation of residents requires special transportation (e.g., transportation via bus or escort through private industrial roads). Muster points may be located within the evacuation zone or outside of the zone depending on the availability of infrastructure such as large parking lots and access points. If a muster point is within an evacuation zone and an incident requires immediate evacuation away from the area, the EOC should use discretion to direct residents elsewhere.

7.8 Vulnerable Populations

There are many people who cannot evacuate without support. For simplicity, this plan refers to anyone who cannot self-evacuate as a member of the *vulnerable population*.

For planning purposes, this can be due to a lack of transportation, lack of financial means to self-evacuate, lack of physical ability to self-evacuate, lack of cognitive ability to understand the need to self-evacuate, or other factors impacting a person's ability to self-evacuate.

Pre-planning can assist the Sunshine Coast Regional District in better understanding where barriers to self-evacuation exist in the community. Ongoing communication during each phase of an evacuation or shelter-in-place should be structured to ensure that the local authority is able to identify people who need supplemental resources to support their safe evacuation. Organizations have built relationships with vulnerable communities that can be leveraged to ensure information is disseminated by trusted agents.

Strategies include:

- Instructing the public to contact the local authority directly if they need resources
- Liaising with advocacy groups to help identify and communicate with vulnerable populations and
- Targeted emergency preparedness education programs

The public should be encouraged to assist by helping neighbours, friends, or family evacuate.

For most seniors, the best option is to stay with family or friends in the closest safe area to their home. A hotel may be a good alternative if this is unavailable.

7.8.1 Community organizations

7.8.1.1 School District SD46

The School District (SD46) is responsible for the management of any evacuation affecting schools. Nonetheless, it is helpful for the SCRD to inform the School District as soon as operationally possible that an evacuation is expected.

Table 4 Schools

Facility	Address
Gibsons Elementary Enrolled students 363 (2022 enrollment numbers) Not in Bay/Bluff Area area	783 School Road Gibsons
Elphinstone Secondary Enrolled students 575 (2022 enrollment numbers) Not in Bay/Bluff Area area	840 Gibsons Way Gibsons

7.8.1.2 Hospitals, Care facilities and Assisted living

Evacuation of a hospital, senior care facility, or assisted living units can put residents at risk. Not only is evacuation stressful, resulting in emotional or psychological impacts, but it can also have severe health consequences. Careful pre-planning and early and frequent communication with key stakeholders is critical to ensure safety.

Although evacuating these facilities is not the responsibility of the EOC, it is recommended that the local authority maintain communication with Provincial Health Services Authority (PHSA) or Sunshine Coast Regional District (SCRD) with Vancouver Coastal Health ahead of and during an evacuation to allow these organizations to plan as early as they can.

Table 5 Health Facilities

Facility	Address
Sechelt Hospital (Outside Evacuation Area)	5544 Sunshine Coast Highway Sechelt

Long Term Care Facility Totem Lodge (Next to Sechelt Hospital) (Outside Evacuation Area)	5544 Sunshine Coast Highway Sechelt
Gibsons Health Unit (centre)	821 Gibsons Way Gibsons
Christenson Village (Long term care facility)	585 Shaw Road Gibsons
Sumac Place (28 Bed Mental Health Facility)	841 Kiwanis Way Gibsons

7.8.1.3 Service Organizations & NGOs

Table 6 Service Organizations

Facility	Address
Home Care Services & Seniors Information Meals on Wheels	5630 Inlet Avenue Sechelt
Sunshine Coast Home Health and Home Support	5630 Inlet Avenue Sechelt
Pender Harbour and District Health Centre	5066 Francis Peninsula Road Madeira Park
Salvation Army (Sunshine Coast Community Church) Community Crisis Response Unit	#5 – 682 Gibsons Way Gibsons
Raincity Gibsons Supportive Housing	749 School Road, Gibsons

7.8.1.4 Emergency Support Services (ESS)

The SCRD operates five halls they rent out. One of these halls is Granthams Hall 846 Church Road, Gibsons, which has a capacity of 60 people. Along with the plan to use Gibsons Market for ESS services during an emergency, this hall also has kitchen facilities and space for overflow.

Gibsons and The Bay/Bluff Area has organizations which support the community and should be considered by the local authority as important stakeholders during emergency preparedness activities, and throughout all phases of emergency management.

7.8.1.4.1 Home Care Services & Seniors Information Meals on Wheels

Vancouver Coastal Health administers homecare services and meals on wheels within the region including:

- Sunshine Coast Home Care Services provides support at home to enhance quality of life with services such as bathing, dressing, and taking medications
- Meals on Wheels delivers meals to homebound people including seniors but also people recovering from surgery or illness

7.8.1.4.2 Pender Harbour and District Health Centre

The Pender Harbour & District Health Centre is a community health centre that provides ambulatory services, home care nursing visits, laboratory services, nutrition counselling, and diabetes education for residents of Madeira Park.

7.8.1.4.3 Salvation Army

The Salvation Army provide services in an emergency including food services, clothing and reception centre support, emotional support and chaplaincy.

The Emergency Disaster Services (EDS) van volunteers are trained to provide mobile canteen service for first responders. In addition, in the event of a disaster the Salvation Army volunteers are trained to provide meals to the community from the EDS van.

7.8.1.4.4 Raincity Gibsons Supportive Housing

Raincity Gibsons Supporting Housing has 40 self-contained units, including four wheelchair accessible units located on the main floor.

7.9 Security in Evacuation Zones

It is the local authority's responsibility to control access to evacuated areas, except for tactical access. Tactical access pertains to the access of goods or personnel required for response efforts and is the responsibility of the IC. While tactical access doesn't require the same process for access into an evacuated area, it should ensure area security and simplified access control point.

The RCMP can support the EOC in controlling access for life safety purposes. If the RCMP does not have the resources to maintain security of evacuation areas, the EOC should coordinate the necessary resources to provide adequate security of the evacuation areas. This includes determining the processes to grant access to the evacuation zone when it is safe to do so.

Although the Province has arrangements to send the SCRD security from the mainland, there is also Sunshine Coast Security (107-5710 Teredo Street, Sechelt). The EOC should ensure clear communication with the public regarding how and where they can apply to be granted temporary access to evacuation zones. Clear communication and a simple, well-defined process will reduce the emotional toll on the public, responding staff and volunteers.

When there is an evacuation across multiple jurisdictions within the SCRD a consistent approach to all impacted areas should be considered although the access control remains the responsibility of each local authority.

8. TRANSPORTATION MANAGEMENT

8.1 Overview

The goal in evacuating is to move the affected population out of the anticipated area at risk as safely and efficiently as possible. The following analysis considers several transportation solutions available in The Bay/Bluff Area. Although this plan describes road, marine, and air independently, these should be considered by the EOC as multimodal tools that may work in conjunction with one another to support the evacuation needs.

This section will discuss each mode independently and provides guidance to the EOC on how each mode of transportation can be leveraged during an evacuation. Annex E provides a flowchart with operational decision-making guidance to support The Bay/Bluff Area evacuation planning within the EOC. It includes details as to who is responsible for decisions at various stages of the operational planning process and is a critical tool in the decision-making process and has been informed by the Evacuation Operational Guide for First Nations and Local Authorities in British Columbia.

8.2 Analysis

Traffic Management during emergencies is critical to the success of an evacuation. The capacity to move people from one area to another is locally influenced by bottlenecks and roadway constraints, as well as chance constraints caused by dynamic parameters that may exist during an evacuation. The impact of these uncertainties can be minimized by:

- Limiting the bottlenecks
- Anticipating the need for traffic control at merge points
- Identifying appropriate destinations for evacuees (i.e., vehicle staging locations) and
- Controlling the evacuation through phasing where possible to minimize congestion.

During a strategic evacuation, the EOC can limit the impacts on an evacuation by addressing these four considerations.

In the event of a strategic evacuation, communication with critical stakeholders should be initiated as early as possible. Key stakeholders who can assist in traffic management are:

- RCMP
- Fire Departments
- Ministry of Transportation and Infrastructure (MoTI)
- Ministry of Emergency Management and Climate Readiness (EMCR)

It is recognized that the first responder's capacity for traffic control may be severely limited due to other commitments.

8.3 Roads

8.3.1 General

When an Evacuation Order is published, it should clearly indicate the evacuation route so that the public understands where they are expected to go, and what primary and secondary roadways they are expected to use. This will support the additional road management strategies implemented throughout the evacuation. The Order should not assume that the population can self-evacuate and should include specific information for the population who cannot self-evacuate.

The goal of moving the affected population out of the anticipated area at risk as safely and efficiently as possible can be achieved by using as few routes as possible to simplify evacuation management for responding agencies.

It is possible to increase road capacity and thereby reduce the time it takes to evacuate a population by closing the road and using both lanes as a single egress route. To do so requires significant traffic control resources and must consider how responders will maintain counterflow access for any incident needs. In most circumstances, this is not preferred because of the regional impacts and the resources required to do so safely.

8.3.2 Public Transportation / Buses

The primary focus for all actions should be the safe movement of the largest number of people in the least amount of time. This includes considerations for people without access to personal vehicles who must be considered by the EOC. Direction should be provided in any emergency messaging released by the local authority and identify how residents can identify that they do not have transportation from their homes.

Although many residents have their own vehicles, there is a portion of the population that may not have access to one at the time of evacuation. People without access to personal vehicles can be supported by transit, utilizing existing bus stops in the Gibsons Loop. The EOC should coordinate with transit to ensure the solution is effective and meets the needs of the impacted population.

If there is time to safely do so, the population should be encouraged to self-mobilize to their nearest transit stop. BC Transit can follow usual routes, picking up residents and transporting them to a muster location for further transportation.

If there is not time to perform an evacuation in this manner, communication during Evacuation Alerts and Evacuation Orders should include specific information regarding community evacuation transit muster sites and instructions for the population on how to self-mobilize to the muster site if they are capable.

If early deliberations between BC Transit and the EOC identify the probability of needing more transit resources than those normally available, coordination through EMCR's ECC should be initiated as early as possible. Local vendors that may be contacted are listed in the table below.

The EOC should consider engaging with local emergency response providers to ensure coordination and communication related to the needs of the evacuees. Regardless of their active role in the response, the Sechelt and Gibsons fire departments have relationships and contacts with providers throughout the region and may provide valuable information related to local level transit assets to the EOC.

Table 7 Transit Assets

Name	Details
BC Transit	<ul style="list-style-type: none"> Transit Control 24/7 phoneline for the Transportation Management Centre of BC. Local office point of contact is the Operations Manager at 5710 Teredo Street, Sechelt.
Sechelt Handy Dart	<ul style="list-style-type: none"> Transit service for people with functional access needs. Delivered by BC Transit.
Coastal Rides	<ul style="list-style-type: none"> Ride hailing service with private drivers and both 9 and 14 passenger vans.
Third Wave Bus Services	<ul style="list-style-type: none"> Provides transportation services within school district 46 Local point of contact for the Sunshine Coast Office is the Manager, Thirdwave Bus at 4373 Solar Rd, Sechelt.
School District 46	<ul style="list-style-type: none"> Local point of contact for School District 46 related to transit capabilities is the Director of Instruction, HR Secondary & International Education.

It is important to determine and communicate to the public where they will be meeting a public transit vehicle if they are evacuating using this method of transportation.

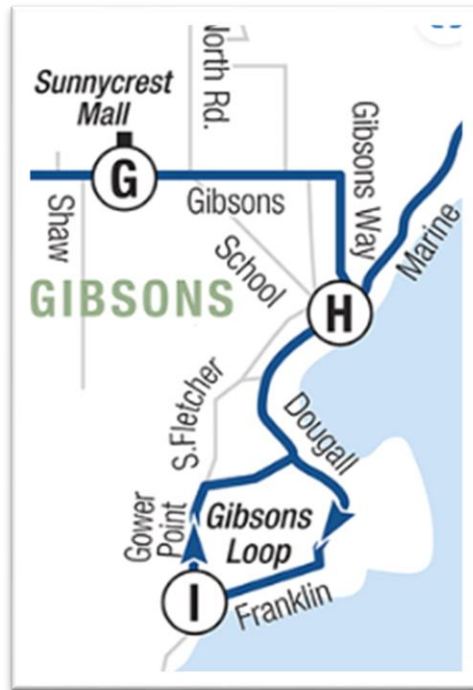


Figure 4 Gibsons Transit Loop

8.4 Marine

Evacuation by water out of The Bay/Bluff Area is unlikely, but possible utilizing the Government Wharf. The complexity of orchestrating an evacuation via the waterways should be considered only in exceptional circumstances or as part of a multimodal solution during a complex response.

Table 8 Marine Assets

Name	Location	Dock Features
Sunshine Coast Water Taxi	School Road Gibsons Harbour	<ul style="list-style-type: none"> Water taxi Capacity 12 passengers Operates 24/7 Emergency Response service on website
Kona winds Charter	361 Allison Way Gibsons	<ul style="list-style-type: none"> 40 passengers per vessel Horseshoe Bay, Langdale, Gibsons 40 passengers only vessels
High Tide Water Taxi	6771 Egmont Road Madeira Park VON 2H4	<ul style="list-style-type: none"> Water taxi carries up to 12 passengers
Gibsons	Gibsons Government	<ul style="list-style-type: none"> The ferry service carries up to 12

Harbour Ferry	Wharf 611 School Road Gibsons V01 1V0 604 741 3881	passengers
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8.5 Air

Due to the primary concept of using road and marine boat evacuations to the Sechelt Wharf area, it is improbable that air evacuation will be required from The Bay/Bluff Area. The exception may be in a medical emergency. Float planes are more likely a resource that can be utilized as a secondary transportation method, once the marine assets have transported the community members to the wharf where the float planes are located.

If a float plane is required, the same locations identified for marine evacuations could be utilized for float plane evacuation but local pilot and SME understanding of the tidal rises in the inlet should be sought by EOC staff.

The Sechelt Airport is located at 4480 Hilltop Road, Sechelt (the top of Field Road). The total runway length is 944m (3,100 ft). Sechelt Airport accommodates helicopters as well as small aircraft.

8.5.1 Air Resources

Table 9 Air Resources

Facility Name	Location	Features
Sunshine Coast Air	5987 Sechelt Inlet Rd Sechelt	<ul style="list-style-type: none"> Schedule and charter float plane flights from Sechelt Cessna aircraft for 3 passengers DHC-2 Beaver (6 passengers and 2 crew)
Fly Coastal Air Taxi	4536 Hilltop Road, Sechelt	<ul style="list-style-type: none"> Operates Sechelt to Victoria Skyhawk 11 2 passenger, 2 crew capacity They have a float plane
Blackcomb helicopters	Sechelt Airport 4330 Hilltop Rd Sechelt	<ul style="list-style-type: none"> Offering emergency services to residents of the Sea to Sky for over 30 years Including wildfire firefighting

		<p>assistance (across Canada)</p> <ul style="list-style-type: none"> • Medevac operations for Whistler Blackcomb and TEAAM • Search and Rescue missions with Sea to Sky SAR teams
Harbour Air Sechelt	5764 Wharf Ave Sechelt	<ul style="list-style-type: none"> • Harbour Air seaplanes from Sechelt Inlet • 7-13 passenger seat aircraft • 4 different types of float plane operated • Terminal located in Porpoise Bay beside The Lighthouse Pub
Airspan Helicopters	4480 Hilltop Road Sechelt	<ul style="list-style-type: none"> • Operates 5 different types of helicopters from 4 passengers to 14 • Range from 2.7 hours to 3 hours • Offers wildfire fighting • Offers refueling to other aircraft via x2 mobile refueling trucks • Capacity of refueling trucks is 3,500L and 15,000L

9. PUBLIC COMMUNICATIONS

9.1 Overview

The main communication objectives in any emergency that impacts The Bay/Bluff Area include:

- Develop and distribute messaging as early and as consistently as possible through pre-existing methods of communication
- Consistent messaging across all platforms
- Monitoring of incoming messages and responding as required
- Opening communication channels between stakeholders and the public
- Supporting internal communication between site level and decision-makers and
- Providing messaging in the primary languages spoken in the region

In evacuations and emergencies, many stakeholders will require information. Communication must be consistent, and easy to understand. Ensure that the language is clear and use maps and visual representation when possible. The goal is to communicate using short sentences frequently. Key messages should be pre-crafted to allow for fast, efficient communication from the EOC.

This section is not a comprehensive communications plan in and of itself; however, it provides key considerations to the EOC for planning and disseminating emergency communications.

9.2 Education & Awareness

Voyent Alert! is used by the SCRD but is not a universally used system on The Sunshine Coast. Education is paramount to ensure that the public will know what to do when an evacuation is required. A trusted, clear and consistent message delivered in a timely manner will support public confidence, reduce the psychosocial impacts of an evacuation, and aid the local authority in managing a disruptive event. Establishing trust-based relationships with the community is a key responsibility of the local authority in the preparedness and planning phase and includes conducting outreach with residents through various means (i.e., town hall sessions, presentations to community groups, etc.). Community engagement prior to incidents will allow the local authority to identify how information will flow during emergency evacuations and will provide information to residents on how they can expect to be notified.

The public should be encouraged to sign up for and monitor all information sources that are used by the local authority to communicate instructions prior to an emergency. The following list identifies various means that can be leveraged for distributing emergency / evacuation-related information:

- The SCRD website

- TV, radio and print news
- Social media platforms (Twitter, Facebook,)
- Voyent Alert! Mass Notification System
- Written information on community message boards.
- Information packages (i.e., pamphlets) and
- word of mouth within the community
- Coast FM radio (agreements already in place for emergency announcements)
- Coast Emergency Communication Association (ham radio) based in Nanaimo B.C.

For the purposes of this guide, there are specific information requirements that the public will require to adequately prepare for evacuating. This includes, but is not limited to identifying:

- How evacuation information will be disseminated, and where it will come from (i.e., the local authority)
- Who is responsible for carrying out various evacuation-related activities (i.e., Search and Rescue)
- How residents can prepare themselves, their family, their pets and / or livestock and their property for an evacuation
- How to prepare a "grab and go" bag and
- Other general preparedness as relevant

9.3 Dissemination

Dissemination of information is critical during evacuations. The local authority should make early and ongoing information available for residents in areas under either Evacuation Alerts, Orders or Rescinds. While the local authorities in the SCRD employ numerous electronic methods of communications, The Bay/Bluff Area may have a portion of residents who do not have direct access to these services. This requires distribution of information through various means identified in section 9.2.

Regardless of the form of communication, the information should be consistent. The public may receive information multiple times from different sources, so it is essential that the EOC is communicating frequently and accurately and identifying specific dates / times when additional information will be provided.

When activated, an ESS reception centre can be an effective venue for disseminating information. Pamphlets, handouts, and flyers can be used to provide general guidance and information to evacuees. Local community groups should also be engaged in the distribution process where possible and copies of all critical information (i.e., Evacuation Alerts, Orders, and Rescinds) should be shared as broadly as possible.

The local authority should conduct ongoing monitoring of local social media groups, local community groups, and other forums where residents may post or reach out for situational information. Misinformation and concerns from the public should be addressed promptly through corrective messaging and directing residents to official sources of information. Misinformation and/or rumors may be identified online, or in-person by responders supporting with activities on the ground.

9.4 Motorist Information

MoTI can control highway digital message signs (DMS) and change messages as needed. Requests are achieved by communication through the EMCR ECC. Both Drive BC and EmergencyInfoBC are trusted sources of information that can be shared with evacuating public for reliable road conditions and updates. In situations where Highway 101 is impacted and / or specific travel instructions are required for motorists, the EOC should engage with the MoTI to ensure appropriate messaging is provided to motorists.

9.5 En Route Services

During evacuations, services such as fuel, tow trucks, food, water, etc. may need to be strategically placed along the identified routes to support the evacuating population. These services should be coordinated with local stakeholders and may include but are not limited to:

- Fuel stores
- Food and water
- Sanitation stations and
- Health and wellness (medical stations)

Where possible, signage and other critical resources (i.e., sanitation stations) should be provided at dedicated muster locations if a multi-modal evacuation is being organized. Each muster location chosen by the EOC should be, to the extent possible, provided with appropriate critical services.

On site services should also be considered as necessary.

9.6 Stakeholders

The local authority should ensure that notification of neighbouring jurisdictions and response partners is done early, and that ongoing updates are provided. This should be done proactively where possible and use existing channels of communication. It may be advisable to create an open phone line for stakeholders to call and offer support. This direct line can inform the EOC of additional resources that may be available to them and can be used on an ongoing basis for questions that arise amongst response stakeholders.

The following list identifies stakeholders that should be notified when evacuation discussions are occurring and being initiated for The Bay/Bluff Area. While this list identifies some of the potential response partners, it is not comprehensive and the EOC should engage with additional stakeholders as required based on the requirements of situation.

9.7 Additional Considerations

Preplanned communication templates reduce the work of communication during an event. Consideration should be given to developing and maintaining an inventory of templates for communication. The list below identifies generic messaging priorities during each phase of an evacuation:

- **Prior:** general risk awareness and preparedness education, personal and family emergency plan education (i.e., 72-hour kit and / or “go-bags”)
- **Imminent Evacuation:** specific reminders to prepare necessary items required for evacuations such as medication, identification, pet food and supplies, reminder to keep vehicles fully fueled; as well as the location of transit muster points or transit instructions, and suggestions for vulnerable populations
- **During Movement:** routing information
- **Safely Evacuated:** updates on affected areas such as flooding levels, damages, temporary access process, and available psychosocial supports and
- **Returning:** re-entry process, re-entry checklists, insurance resources, and how to access other relevant resources

10. OTHER CONSIDERATIONS

10.1 Full Community Evacuations

Although there is a low probability of a disruptive event which requires a full evacuation of the community such an evacuation could require significant coordination across the SCRD as well as multiple agencies.

The eventual egress onto Highway 101 is the key to the effectiveness of the evacuation. The likely vulnerability to the evacuation is not being able to keep the traffic flow moving through the Town of Gibsons causing congestion into The Bay/Bluff Area.

Due to the condition and coastal location Gower Point Road is more susceptible to damage and any plan to use it as a main route should be supported by the EOC having driven the route to check for its condition particularly in darkness or during icy or snowy conditions. Local emergency crews believe that most residents are using Gower Point Road regularly and are aware of its limitations.

The difficulty with an unplanned tactical full evacuation is the messaging and communication. Gibsons has good cell phone and internet coverage but door to door communication may still be required.

Phased evacuations of the Town of Gibsons may be a consideration. The Bay/Bluff Area traffic passes through other areas as part of their evacuation route, so priority and routing will need to be considered dependent upon hazard and desired route of travel.

Communication to residents should indicate the location of the appropriate direction of travel and how, if necessary, they will then be transported to an area of safety.

During a multi-modal evacuation priority should be given to the population at highest risk and to access for responders. When safe to do so, the EOC should consider requesting that volunteer fire and SAR resources be paged out and en route prior to mass notification of the population. This will enable responders to support critical response activities.

As soon as practical, the EOC should coordinate with neighbouring communities including the intended destinations for the population to determine host community ESS capacity.

10.2 Emergency Support Services

The ESS component of an evacuation can be a large undertaking and may have reverberating impacts across the The Bay/Bluff Area and neighbouring jurisdictions. Most evacuation scenarios will require ESS to various degrees; however, some evacuation situations will require a large, coordinated ESS response.

The primary objective of ESS staff will be to process and ensure that all evacuees are provided with options for reception and lodging. Existing ESS plans should be used to support ESS activities. While it is understood that many residents may have family or friends that they will chose to stay with, the EOC should work to ensure that evacuees register at the reception centre for appropriate record keeping and resident counts.

ESS activities should be planned in close coordination with neighbouring jurisdictions when necessary. Ongoing coordination will ensure any potential overlap of resource needs are identified and resolved accordingly.

Some residents may have unique needs which are either difficult to fulfill or may limit their ability to evacuate. First Nations Health Authority, Canadian Mental Health Authority and the Ministry of Social Development should be consulted to identify and coordinate complex health supports which may be required for some evacuees.

When ESS is provided to displaced community members, cultural considerations may be necessary, including if community members will need to be housed as large family units or if specific supports are required for Elders. Whenever possible, ESS should leverage the knowledge of the local authority regarding the ESS needs of the displaced community.

Careful coordination of communications between all impacted jurisdictions, including urban Indigenous populations will limit confusion for evacuees and should be considered whenever possible.

10.3 Pets

The EOC should ensure that any organization engaged to provide mass transportation via bus or other means during evacuations allows evacuees to travel with their pets provided their movement is adequately controlled. When communicating with the public regarding the use of transit for evacuations, evacuees should be directed to ensure they can safely secure their animals using pet carriers or leashes when possible.

The BC Society for the Prevention of Cruelty to Animals (SPCA) has an emergency resource list for pet owners in the event of an emergency on their website, as well as evacuation essentials information for pet owners. Canadian Disaster Animal Response Team (CDART) is a volunteer-based organization dedicated to animal welfare in times of disaster or emergency, by providing sheltering, fostering or rescue of domesticated animals. It is a national organization based in Mission, B.C.

10.4 Livestock and Hobby Farms

It is the direction of the Ministry of Agriculture and Lands that all agricultural producers, livestock or otherwise, be prepared for disasters and have plans in place. Ministry of Agriculture and Lands has resources available on their provincial website to assist in planning for these events. Agricultural producers are not required to wait for a SoLE to evacuate livestock and questions regarding livestock relocation and reimbursement can be directed to AgriServices BC or a representative from the Ministry of Agriculture.

Hobby farmers are not agriculture producers; however, may still have complex needs which will impact their ability to evacuate. The local authority should encourage hobby farmers to evacuate their animals at the time of an Evacuation Alert using pre-planned solutions. Generally, hobby farmers are encouraged to plan in advance how and where they will move their animals during an emergency.

Additional support for the agriculture community can be accessed by directly communicating with the EMCR ECC for coordination with ministries such as the Ministry of Agriculture to ensure a coordinated response between stakeholders.

The Bay/Bluff Area does not have significant agriculture producers within the community.

10.5 Cost Recovery

The BC Evacuation Operational Guide outlines the process to be followed to track and claim eligible expenses for reimbursement following evacuation events. These may be costs incurred by either the local authority because of conducting evacuations, or by neighbouring jurisdictions as supporting agencies during evacuations. This cost recovery is outside of pre-negotiated agreements and is handled on an individual basis with the Province.

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<https://www.vch.ca/en/location/sunshine-coast-home-support>

[33] Vancouver Coastal Health Locations of Services Website.

http://www.vch.ca/Locations-Services/result?res_id=768

[34] Vancouver Coastal Health Meals on Wheels Website.

<https://www.vch.ca/en/location-service/meals-wheels-sunshine-coast>

ANNEX A. ACRONYMS

BC	British Columbia
BCEHS	British Columbia Emergency Health Services
CAF	Canadian Armed Forces
CBSA	Canada Border Services Agency
CMHA	Canadian Mental Health Association
COP	Citizens on Patrol
CRC	Canadian Red Cross
DMS	Digital Message Sign
DPS	Disaster Psychosocial Services
ECC	Emergency Coordination Centre
EMCR	Emergency Management Climate Readiness
ESS	Emergency Support Services
EOC	Emergency Operations Centre
FLNRORD	Ministry of Forests, Lands, Natural Resource Operations and Rural Development
FNHA	First Nations Health Authority
GSAR	Ground Search and Rescue
HAZMAT	Hazardous Material

HEMBC	Health Emergency Management British Columbia
HRVA	Hazard, Risk, and Vulnerability Analysis
IC	Incident Commander
ICS	Incident Command System
ISC	Indigenous Services Canada
MAL	Ministry of Agriculture and Lands
MoTI	Ministry of Transportation and Infrastructure
MOU	Memorandum of Understanding
NGO	Non-governmental organization
PREOC	Provincial Regional Emergency Operations Centre
RCMP	Royal Canadian Mounted Police
RDA/DA	Rapid Damage Assessment / Damage Assessment
RFA	Request for Assistance
SAR	Search and Rescue
SCRD	Sunshine Coast Regional District
SD	School District
SoLE	State of Local Emergency
TMCBC	Transportation Management Centre of British Columbia

ANNEX B. DEFINITIONS

Disaster

A calamity that is (a) caused by accident, fire, explosion, technical failure, or the forces of nature, and (b) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property.

Emergency

A present or imminent event or circumstance that (a) is caused by accident, fire, explosion, technical failure, or the forces of nature and (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

Emergency Program Act

Further referred to as "the Act." The Act, which governs all aspects of Emergency Management, including all four pillars: Preparedness and Prevention, Response, Recovery, and Mitigation.

Emergency Support Services (ESS)

The Local authority Emergency Management Regulation 2 (3) (f) states "the local authority must coordinate the provision of food, clothing, shelter, transportation, and medical services to victims of emergencies and disasters". Emergency Support Services (ESS) may provide up to 72 hours of support to help British Columbians meet their basic needs following a disaster or emergency.

Emergency Support Services Reception Centre

A location operated by ESS that is a safe place where people impacted by a disaster can receive supports including information about the emergency, assistance meeting their basic needs, and other services as deemed necessary by the local authority.

Evacuation	An event that may require identified populations to leave the area for life safety reasons.
Evacuation Alert	Document that is released by the local authority to inform the public that an evacuation may occur at any time.
Evacuation Order	Document that is released by the local authority to inform the public that there is an imminent threat to life safety, resulting in the need to evacuate the area.
Evacuation Rescind	Document that is released by the local authority to inform the public that it is safe to return to a previously evacuated area.
Shelter-in-Place Order	A document released by the local authority to inform the public to remain indoors and follow precautions to limit exposure to outside sources.
State of Local Emergency (SoLE)	Document that is prepared by the local authority and approved by the Minister responsible declaring that the local authority requires additional powers described within the Emergency Program Act to deal with an emergency within their jurisdiction.
Strategic Evacuation	Evacuations that allow time for formal documentation to be issued.
Tactical Evacuation	Evacuations resulting from a hazard impact that require immediate action and allow for little warning or preparation.

ANNEX C. CONTACT NUMBERS

ANNEX D. LEGISLATED AUTHORITIES

Relevant Legislation	Description
bylaw	Sunshine Coast Regional District Emergency Measures Plan and Administration Bylaw No.564, 2005
Emergency Program Act, Section 12(1) and 9(1)	Under this statute, the head of the local authority is permitted to declare a SOLE giving access to the emergency power to: "cause the evacuation of persons and the removal of livestock, animals and personal property that is or may be affected by an emergency or disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property"
Fire Services Act, Section 25	<p>25 (1) If an emergency arising from a fire hazard or from risk of explosion causes the fire commissioner to be apprehensive of imminent and serious danger to life or property, or of a panic, the fire commissioner may immediately take the steps he or she thinks advisable to remove the hazard or risk.</p> <p>(2) For the purposes of subsection (1), the fire commissioner may evacuate a building or area, and may call on the police and fire prevention authorities who have jurisdiction to provide assistance.</p>
Public Health Act, Section 28 (1), 29 (2) (a), 31 (1), 31 (2) (b) (ii)	<p>28 (1) If the circumstances described in section 27 [when orders respecting infectious agents and hazardous agents may be made] apply, a medical health officer may order a person to do anything that the medical health officer reasonably believes is necessary for either or both of the following purposes:</p> <ul style="list-style-type: none"> (a) to determine whether an infectious agent or a hazards agent exists, or likely exists; (b) (b) to prevent the transmission of an infectious agent or a hazardous agent. <p>29(2a) A medical health officer may order a person to remain in a specified place, or not enter a place.</p> <p>31(1) If the circumstances described in section 30 [when orders respecting health hazards and contraventions may be made] apply, a health officer may order a person to do anything that the health officer reasonably believes is necessary for any of the following purposes:</p> <ul style="list-style-type: none"> (a) to determine whether a health hazard exists; (b) to prevent or stop a health hazard, or mitigate the harm or prevent further harm from a health hazard; (c) to bring the person into compliance with the Act or a regulation made under it; (d) to bring the person into compliance with a term or condition of a license or permit held by that person under this Act. <p>32(2) (b) (ii) A health officer may issue an order under subsection a person who has custody or control of a thing, or control of a condition, that is not in</p>

	compliance with the Act or a regulation made under it, or a term or condition of the person's license or permit.
Environmental Management Act, Section 91.4, 91.2 (2)(c)	<p>91.4 (1) The government may carry out actions described in section 91.2 (2) [responsible persons — spill response] if an officer considers that:</p> <ul style="list-style-type: none"> (a) a spill has occurred or there is an imminent risk of a spill occurring, (b) action is necessary to address a spill or the risk of a spill or to resolve or mitigate long term effects of a spill; and (c) one or more of the following apply: <ul style="list-style-type: none"> i. there is no responsible person in relation to the spill; ii. an officer has reasonable grounds to believe that government action is required to safeguard the environment, human health or infrastructure; and iii. the responsible person in relation to the spill requests that the government assist with spill response and recovery actions. <p>91.2 (2) (c) identify and evaluate the immediate risks to and impacts on the environment, human health or infrastructure and, as necessary,</p> <ul style="list-style-type: none"> i. advise persons to take protective action in relation to the spill ii. protect infrastructure, and protect, recover and restore the environment.
Oil and Gas Activities Act (OGAA), Section 51	<p>Access restricted or prohibited</p> <p>51 (1) An official, by order, may restrict or prohibit, in a manner prescribed by regulation, access to a public area, including a highway, road, resource road, and railway, if the official is of the opinion that the restriction or prohibition is necessary because of hazard conditions resulting from an oil and gas activity.</p> <p>(2) If an official issues an order under subsection (1), the commission must confirm the order in writing within 24 hours or the order ceases to be effective.</p>
Wildfire Act, Section 11, 13 and 14	<p>(11) If the minister considers it necessary or desirable to limit the risk of a fire, to address a public safety concern or to avoid interference with fire control, the minister by order may designate a specified area as a restricted area for a specified period.</p> <p>Requirement to leave specified area</p> <p>13 (1) If the government is engaged in fire control, an official by order may require all persons in an area specified by the official to leave the area.</p> <p>(2) Each of the persons that is the subject of an order under subsection (1) must comply with the order.</p> <p>(3) An order under subsection (1) may be different for different categories of persons.</p> <p>Notice of orders under sections 10 to 13</p>

	<p>14 (1) Despite section 63, notice must be given in accordance with this section of an order made under any of sections 10 to 13.</p> <p>(2) The notice required under subsection (1) is sufficiently given to all persons in or near the applicable specified area under sections 10 to 13 if the notice includes a copy of the order or contains or a summary of the order and is:</p> <ul style="list-style-type: none">(a) posted in or near the specified area,(b) published in or near the area in a manner that the official giving the notice considers will come to the attention of persons in or near the specified area, or(c) broadcast in a manner that the official giving the notice considers will come to the attention of persons in or near the specified area. <p>(3) Without limiting subsection (2), a notice under any of sections 10 to 13 is sufficiently given to any person if the notice includes a copy of the order or contains or a summary of the order and is delivered to the person.</p>
<i>Indian Act, Section 81</i>	<p>81 (1) The council of a band may make by-laws not inconsistent with this Act or with any regulation made by the Governor in Council or the Minister, for any or all of the following purposes, namely:</p> <ul style="list-style-type: none">(a) to provide for the health of residents on the reserve and to prevent the spreading of contagious and infectious diseases; and(b) the regulation of traffic.

ANNEX E. EVACUATION MANAGEMENT FLOW CHART

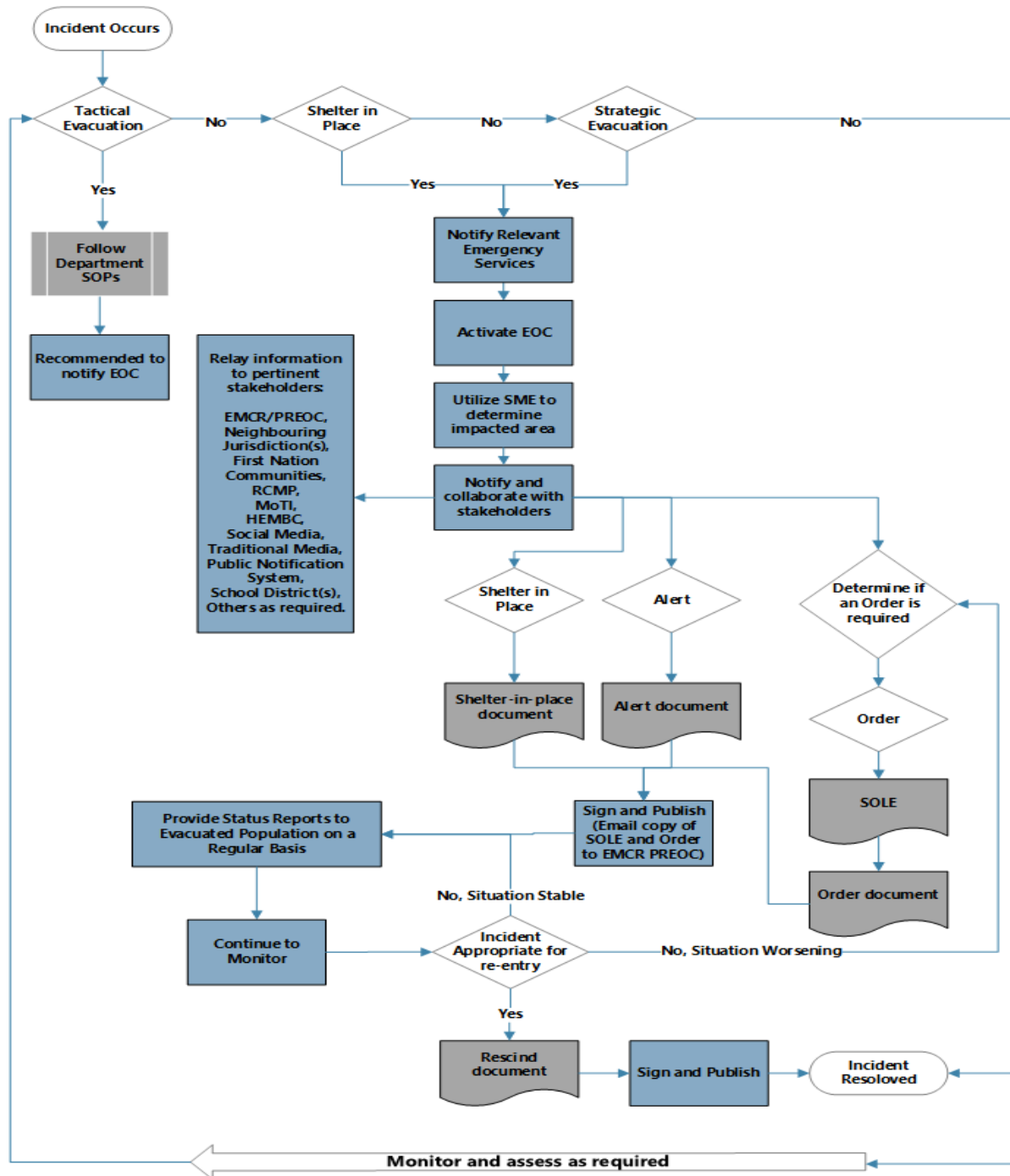


Figure 5: Emergency Management Decision Making Flowchart

ANNEX F. PROVINCIAL, FEDERAL, AND NGO ROLES & RESPONSIBILITIES

The following section briefly outlines the roles and responsibilities for provincial, federal, and private and non-governmental organizations (NGOs) as they relate to evacuations.

F.1 PROVINCIAL GOVERNMENT

F.1.1 Emergency Management BC (EMCR)

Through activation of the Provincial Regional Emergency Operations Centre (PREOC), or Provincial Emergency Coordination Centre (PECC), or the Regional Duty Manager, as required:

- Coordinates any national and international supports required for impacted communities
- Hosts daily coordination calls for Local Authorities, First Nations, and all responding agencies
- Provides connection and coordination between all responding parties
- Reviews and provides feedback on evacuation plans for the impacted community, upon request
- Provides assistance with evacuation route planning and re-entry planning, upon request
- Provides assistance in executing evacuations by way of resource requests or expenditure authorization for critical resources (e.g., transportation services, security, physical blockades, Search and Rescue)
- Provides assistance with communications to evacuees and the general public
- Accesses provincial volunteer resources (Search and Rescue, ESS Mobile Support Team, Provincial Emergency Radio Communications Service, Air, Road Rescue) as required.

F.1.2 Agriculture, Ministry of (Agri)

- Provides advice to farmers, aqua-culturists and fisheries on the protection of crops, livestock, and provincially managed fish and marine plant stocks
- Coordinates the emergency evacuation and care of poultry and livestock
- Provides support to lead agencies, Local Authorities, First Nations, and agriculture producers, including with the planning and execution of livestock evacuation, emergency feeding, sheltering and care;
- Provides support to EOC/CCs, PREOCs, and the PECC with assessing temporary access requests by individual agriculture producers
- During an animal health emergency, establishes quarantine or control zones that may prohibit, limit, or impose requirements in respect to the movement of persons into, from, or within the area
- During a plant or animal disease incident, or pest outbreak, serves as the Provincial lead agency for response, coordinating with the Canadian Food Inspection Agency as required

F.1.3 BC Wildfire Services (BCWS)

For wildfire hazard events:

- Leads the response of all operations to wildfire hazard
- Provides subject matter expertise to First Nations and Local Authorities regarding fire behaviour to support Evacuation Alerts, Orders, and Rescinds decisions
- Assists with delineation and mapping for boundaries of recommended Evacuation Alerts and Orders
- Provides recommendation on safety of temporary access
- Provides public information regarding Evacuations, in support of and in close conjunction with EOC/CC
- Maintains consistent and effective communication platforms and structures with EOC/CC and RCMP
- Provides technical expertise where requested

For flood hazard event, as requested by PECC and/or PREOCs:

- Provides resources, communications and logistical support

F.1.4 Children and Family Development, Ministry of (MCFD)

As required, through support and coordination with the Emergency Management Unit, MCFD:

- Liaises with EMCR through regional and Provincial coordination calls
- Provides support to Service Delivery Areas and Local Service Delivery offices in the continuity of services
- Provides direct assistance to caregivers and contracted care providers in impacted areas
- Maintains a mechanism for the tracking of displaced children and youth in care
- Receives, assesses, and responds to reports of unattended children
- Upon request, liaises with communities to assess need for local MCFD representation during major evacuations

F.1.5 Ministry of Transportation & Infrastructure (MoTI) / Transportation Management Centre British Columbia (TMCBC)

MoTI is responsible for ensuring the safe movement of people and goods throughout the established network of public infrastructure built in BC. In respect to provincial highways:

- Works closely with First Nations and Local Authorities, and the RCMP during the pre-planning of an evacuation with regards to the selection, capacity, and conditions of proposed evacuation routes, and ensuring that all detours are viable for all types of traffic
- Provides assistance strategizing on proposed messaging to the public through DriveBC about alternate routes once an Evacuation Order is in effect
- Assists RCMP with traffic control and posts signage at key decision points along the evacuation route
- Local Maintenance Contractors conduct roving patrols, assisting evacuees with breakdowns along the route or fuel shortages etc.
- Responsible for staffing all checkpoints on provincial highways
- Prior to Evacuation Rescind, works closely with EOC/CC to establish timing of repatriation, and ensuring transportation infrastructure is in a condition to support evacuees returning home.

F.1.6 Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD)

In response to flood hazards, and through the PREOCs and/or PECC:

- Through River Forecast Centre (RFC), issues advisories and provides forecast updates to First Nations and Local Authorities
- Communicates with First Nations and Local Authorities and Diking Authorities on flood mitigation works
- Provides technical advice and specialist expertise, support services, and staff for PECC/PREOCs

F.1.7 Health Emergency BC / Provincial Health Services Authority

- Provides leadership and support to health sector
- Responsible for providing health services and care to existing patients and clients
- Evaluates the risk to affected communities and moves patients to health care facilities in other communities, as appropriate, usually during the Evacuation Alert stage
- Tracks outpatients during evacuations (those receiving home care, outpatient treatments, etc.) and makes certain outpatients are continuing to receive specialized care in host communities
- Provides psychosocial support to evacuees through the Disaster Psychosocial Services (DPS) program
- Prior to an Evacuation Rescind being issued by the EOC/CC, health authorities work to re-establish key health services
- During re-entry, health authorities utilize appropriate health programs to provide public health advice and guidance (e.g., how to address houses contaminated by moulds or freezers filled with rotten food)

F.1.8 First Nations Health Authority

Health Emergency Management facilitates coordinated FNHA activities in response to emergencies that may impact the health of BC First Nations community members.

F.2 FEDERAL GOVERNMENT

F.2.1 Canadian Armed Forces

Through written request by the Province in the form of a Request for Federal Assistance (RFA):

- May provide extraction services to trapped evacuees
- May deliver emergency resources to difficult-to-reach areas
- May provide any needed support as authorized by RFA Coordinated by the Joint Rescue Coordination Centre in Victoria, leads all Marine or Aircraft Search and Rescue

F.2.2 Indigenous Services Canada

Indigenous Services Canada (ISC) enters into service agreements with the Provinces, Territories or other response agencies, who in turn support evacuation from reserves during emergencies. ISC reimburses evacuation costs and supports First Nations and partners to resolve jurisdictional questions and other issues as they arise. Additionally, under ISC's Build Back Better Strategy Guide, the Department can contribute funding for additional social and cultural supports such as traditional foods and cultural continuity services.

F.2.3 Royal Canadian Mounted Police

The RCMP are responsible for providing all policing service for the SCRD. During evacuations, the following activities fall under the responsibility of the RCMP and will be coordinated within the SCRD EOC:

- Supports the notification of an Evacuation Order to the community
- Requests capacity support from Ground Search and Rescue (GSAR) for community evacuation notifications
- Staffs security checkpoints for evacuation area to support public safety
- Facilitates temporary access as directed by local authority, and/or responding agency
- Supports repatriation upon Evacuation Rescind

F.2.4 Canadian Coast Guard

- Provide search and rescue capabilities for Canadian waterways and oceans
- Monitor and track movements of vessels on Canadian waterways
- Support maritime law enforcement within Canadian waters

F.3 PRIVATE / NON-GOVERNMENTAL ORGANIZATION

F.3.1 Canadian Red Cross

Upon invitation from local authority and with approval from EMCR for funding, the Canadian Red Cross (CRC) will provide capacity support to local ESS teams and in absence of local ESS fully manage the ESS response.

- a. Assist in prolonged needs of evacuees
- b. Assist with ESS functions following an evacuation period
- c. Support family reunification

F.3.2 Ground Search and Rescue

Upon request by the RCMP or EOC/ECC will provide support for community notifications of evacuation alerts and orders. Will provide short-term temporary checkpoint support until appropriate contracted resources arrive.

ANNEX G. EVACUATION ORDER TEMPLATES

The following evacuation order templates have been included here for quick reference. For additional support templates please reference the Evacuation Operational Guide for First Nations and Local Authorities in British Columbia.

- Evacuation Alert
- Evacuation Order
- Evacuation Rescind

EVACUATION ALERT

[DESCRIPTOR OF AREA]

[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

An Evacuation Alert has been issued by [Local authority/First Nation] at the Emergency Operation Center (EOC)

[Briefly describe event and potential risk]

Because of the potential danger to life and health, the [Local authority/First Nation] has issued an **Evacuation Alert** for the following areas:

[Geographic description including boundaries and properties potentially impacted]

An Evacuation Alert has been issued to prepare you to evacuate your premises or property should it be found necessary. Residents will be given as much advance notice as possible prior to evacuation; however, you may receive limited notice due to changing conditions.

[Provide map or description of potential evacuation route and map of evacuation alert area]

WHAT YOU SHOULD DO:

- Locate all family members and designate a meeting area outside of the evacuation area, should an Evacuation Order be called while separated.
- Pack essential items such as government-issued ID, medications, eyeglasses, valuable papers (e.g. insurance, credit, and mortgage information), immediate care needs for dependents and, if time and space permits, keepsakes for quick departure.
- Prepare to move disabled persons, children and/or neighbours, if assistance is needed.
- Prepare to take pets with you and move livestock to a safe area (if possible).
- Arrange transportation for all your household members. Fill the gas tanks of personal vehicles. If transportation assistance is needed, call [contact number].
- Arrange accommodations for all members of the residence, if possible.
- Wait for an Evacuation Order to be issued before evacuating. Monitor [news/radio/online source] for information on evacuation orders and location of Reception Centers.

Further information will be issued at [date/time/meeting location], or visit [website/social media page] for more information.

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]

[Name of Local authority/First Nation]

EVACUATION ORDER [DESCRIPTOR OF AREA]

[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

Pursuant to [Section 12 (1) of the *BC Emergency Program Act* / Band Council] an **Evacuation Order** has been issued by [Local authority/First Nation] due to immediate danger to life safety caused by: [briefly describe event].

Members of the [local police department and other agencies] and other applicable agencies will be expediting this action.

The Evacuation Order is in effect for the following areas:

[Geographic description including boundaries and properties impacted. Include map of evacuation area and evacuation route]

YOU MUST LEAVE THE AREA IMMEDIATELY

WHAT YOU SHOULD DO:

- Follow the travel route provided and register at: [ESS Reception Center address and name of facility].
- If you need transportation assistance from the area, advise the person providing this notice or call [contact number].
- Shut off all gas and electrical appliances, other than refrigerators and freezers/
- Close all windows and doors.
- Close gates (latch) but do not lock.
- Gather your family and, if you have room, take a neighbour or someone needing transportation. Do not use more vehicles than you have to.
- Take critical items (medicine, purse, wallet, and keys) only if they are immediately available.
- Take pets in pet kennels or on leash.
- Do not use the telephone unless you need emergency service.

Further information will be issued at [date/time/meeting location], or visit [website/social media page] for more information.

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]
[Name of Local authority/First Nation]

EVACUATION RESCIND

[DESCRIPTOR OF AREA]

[DATE (mm/dd/yyyy) AND TIME (24-hr clock)]

The Evacuation Order, pursuant to [Section 12 (1) of the *BC Emergency Program Act* / Band Council] issued at [date/time] to the area(s) [geographic location] has been rescinded.

[Indicate if an Evacuation Alert remains in effect]

An Evacuation Order may be reissued; however, if that is deemed necessary, the Evacuation Order process will re-commence.

WHAT YOU SHOULD DO:

- Fill the gas tank of personal vehicles.
- Bring a minimum of three days of food and essential supplies (e.g. medications, pet supplies) with you as local grocery stores may not yet have adequate stock.
- If your animals or livestock have been relocated, call [contact number] to coordinate their safe return.

Further information contact: [Local authority/First Nation contact number].

[Signature of Board/Chair or designate, Mayor or Designate, Chief or Designate]

[Name of Local authority/First Nation]

ANNEX H. STAKEHOLDER ENGAGEMENT

H.1 LIST OF STAKEHOLDERS INTERVIEWED & FOCUS GROUPS

In order to support the alignment of The Bay/Bluff Area Evacuation Route Plan with existing community plans and procedures, engagement sessions (community sessions or individual interviews) were conducted with relevant organizations and individuals. The following organizations were selected in collaboration with the Sunshine Coast Emergency Program Coordinator

- shíshálh Nation
- Egmont and District Volunteer Fire Department
- Sechelt Fire Department
- Gibsons and District Volunteer Fire Department
- Royal Canadian Mounted Police
- BC Ambulance
- BC Wildfire Service
- BC Ferries
 - Manager-Powel River Terminal
 - Manager-Langdale Terminal
- Vancouver Coastal Health
- SCRD Search and Rescue
- Sunshine Coast Transportation Advisory Committee (TRAC)
- School District 46
- The BC Ministry of Transportation and Infrastructure (MOTI)