

Enter
Municipal Logo
Here
(If available)

The (Enter Municipal Name Here)
(Regional) Municipal Emergency Management Plan

Supplement “A”

Contact and Resource Info

(January 2022 update)

Insert last review/update date here

Anything highlighted in Grey in this MEMP supplement is for explanatory purposes and must be deleted/changed prior to approval by council

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Reviews and Amendments

The Municipality of (insert Municipality here) – Supplemental “A” Annual Review.

YEAR	DAY	MONTH	BY
202			
202			
202			

The Municipality of (insert Municipality here) Emergency Management Plan will be maintained by the Emergency Planning Committee and the Clerk. It is the responsibility of the Municipality to review any and all supplement document(s) annually to ensure the information is correct and, where necessary, amended by a meeting(s) of the Emergency Planning Committee.

Annually, when the supplement document(s) has been reviewed and updated, a copy must be submitted to the Regional Emergency Management and Planning Officer. The supplement document(s) do not require Director Approval as it (they) contain predominately contact and resource information.

It is also explicitly recognized that this MEMP is valid for a period of only 3 years. Within 3 months after the 3 year Adoption Anniversary Date, a copy of the Reviewed/Revised and Approved or Signed MEMP must be submitted to the Regional Emergency Management and Planning Officer. This is required for initial REMPO MEMP review process, the step immediately prior to the subsequent full review and approval protocol by the Direction of Emergency Services and the Emergency Services Division within the Department of Justice and Public Safety.

Once the MEMP is subsequently approved by the Director it will have to be subsequently adopted by the council/committee and a copy of the fully signed plan must be sent to the Regional Emergency Management and Planning Officer.

If this MEMP is not maintained in accordance to the above noted guidelines then this MEMP will be considered out of date and will no longer meet the Approval of the Director of Emergency Services.

Executive Council members

Reference roles of the Executive Council Members on page 10 of the MEMP

<i>Title</i>	<i>Name</i>	<i>Contact Phone Numbers (cell, business, home)</i>	<i>Email</i>
Mayor/Chairperson:			
Deputy Mayor/Chairperson:			
Councilor/ Committee Member			
Councilor/ Committee Member			
Councilor/ Committee Member			
Councilor/ Committee Member			
Town Clerk			
Emergency Management Coordinator			

Emergency Operations Center Members

Reference roles of the Emergency Operations Center members located on page 10 of MEMP

<i>Title</i>	<i>Name</i>	<i>Contact Phone Numbers (cell, business, home)</i>	<i>Email</i>
Emergency Management Coordinator			
Town Clerk (Scribe)			
Member			
Member			
Member			
Member			

Emergency Planning Committee

Reference roles of the Emergency Operations Center members located on page 11 of MEMP

<i>Title</i>	<i>Name/Organization</i>	<i>Contact Phone Numbers (cell, business, home)</i>	<i>Email</i>
Emergency Management Coordinator			
Town Clerk (Scribe)			
Member			
Member			
Member			
Member			

Municipality Organization Contacts (Fire Dept, Lions Club, Recreation, Legion, etc.)

<i>Title/Agency</i>	<i>Contact Person</i>	<i>Home Phone</i>	<i>Business Phone</i>	<i>Cell Phone</i>	<i>Email</i>

Municipal Facility Contacts (Churches, Arenas, Halls, etc)

<i>Title/Agency</i>	<i>Contact Person</i>	<i>Home Phone</i>	<i>Business Phone</i>	<i>Cell Phone</i>	<i>Email</i>

Emergency Partner Contacts

<i>Title</i>	<i>Location</i>	<i>Name</i>	<i>24 Hour Contact Number</i>	<i>Contact numbers (cell, business, home)</i>
Paramedicine and Medical Transport, Fire, Police			911	
RCMP/RNC				
Fire Dept.				
Emergency Services Division (ESD)			709 729-3703	
Regional Health Authority				
Salvation Army			709 690-FIRE (3473)	
Canadian Red Cross			1-800-222-9597	
Children, Seniors and Social Development			Contact ESD via (709) 729-3703	
Transportation and Infrastructure			Contact ESD via (709) 729-3703	
Environment and Climate Change			Contact ESD via (709) 729-3703	
Digital Government and Service NL			Contact ESD via (709) 729-3703	

Emergency Contact Numbers

Fire/Police/ Medical	911
Hearing/Speech Impaired TTY-TDD (RCMP) 1-800-563-2172	
Poison Information Centre	1-709--722-1110
Toll Free.....	1-866-727-1110
Canadian Coast Guard Search & Rescue	
Marine Distress.....	1-800-563-2444
Air Distress	1-800-565-1582
Environmental Emergencies	1-800-563-2444
CANUTEC (Chemical)	1-613-996-6666
Industrial Accidents (Serious Workplace Accident Reports - Service NL) (24 Hrs.).....	1-709-729-4444
Power Outage NL Power (Emergency Line) ...	1-800-474-5711
Power Outage NL Hydro (Emergency Line)	1-888-737-1296
Bell Aliant (Outage Line)	611
Forest Fire – Wildfire Reporting	1-866-709-3473
Mental Health Crisis.....	1-888-737-4668
Health Line	811
NL911 (West of Salmonier Line call Corner Book PSAP)	(709)637-1671
	(709)637-1672
NL911 (East of Salmonier Line call St. John’s PSAP)	(709)722-1234

Note: Please add additional contact info as needed for your Municipality

List of Municipal Equipment

- *Example: Loaders, dump trucks, chain saws, barricades, etc....*

List of Fire Department's Equipment

- *Examples: Fire trucks, water tankers, generators, etc...*

List of Other Resources (Private Sector/NGOs)

Note: Municipalities should check with their insurance agent to confirm that residents who volunteer or are temporarily employed for their services and/or equipment would be covered in the event of injury or damage.

- *Examples: Private equipment such as Loaders, skid steers, farm tractors, etc...*
- *Examples: SPCA, Animal rescue, Animal control*
- *Examples: Bus company, Taxi company*
- *Examples: Grocery store, Gas station, Pharmacies*
- *Examples: Contractors. Engineers*
- *Examples: Rental companies: Battlefield, United Rental*