

Annex 1

CHECKLIST in Consideration of a Declaration of an Emergency

*When considering whether to declare an emergency, a positive response to one or more of the following criteria MAY indicate that a situation, whether actual or anticipated, warrants the declaration of an emergency:

GENERAL AND GOVERNMENT:

- Is the situation an extraordinary event requiring extraordinary measures?
- Does the situation pose a danger of major proportions to life or property?
- Does the situation pose a threat to the provision of essential services (ex., energy, potable water, sewage treatment/containment, supply of goods or medical care?)
- Does the situation threaten social order and the ability to govern?
- Is the event attracting significant media and/or public interest?
- Has there been a declaration of emergency by another level of government?

LEGAL:

- Might legal action be taken against municipal employees or councillors related to their actions during the current crisis?
- Are volunteers assisting?

OPERATIONAL:

- Does the situation require a response that exceeds, or threatens to exceed the capabilities of the municipality for either resources or deployment of personnel?
- Does the situation create sufficient strain on the municipal response capability that areas within the municipality may be impacted by a lack of services, thereby further endangering life and property outside areas directly affected by the current crisis?
- Is it a consideration that the municipal response may be of such duration that additional personnel and resources may be required to maintain the continuity of operations?
- Does, or might, the situation require provincial support or resources?

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- Does, or might, the situation require assistance from the federal government (ex., military equipment)?
- Does the situation involve a structural collapse?
- Is the situation a large-scale or complex chemical, biological, radiological, or nuclear (CBRN) incident?
- Does the situation require, or have the potential to require the evacuation and/or shelter of people or animals (livestock) from your municipality?
- Will your municipality be receiving evacuees from another community?

ECONOMIC AND FINANCIAL

- Does the situation pose a large-scale disruption to routine patterns of transportation, or re-routing of large numbers of people and vehicles?
- Is an event likely to have a long term negative impact on a community's economic viability/sustainability, including resulting unemployment, lack of available banking services and restorative measures necessary to reestablish commercial activity?
- Is it possible that a specific person, corporation, or other party has caused the situation?

ANNEX 2

**MANAGING THE EMERGENCY
DECLARATION OF AN EMERGENCY**

Municipality: TOWNSHIP OF HORTON

I, _____ hereby declare a state of local Emergency
Mayor or alternate
in accordance with the Emergency Management and Civil Protection Act, R.S.O. 1990, c E.9
s.4.(1) due to the emergency described herein: *(nature of emergency)*

for an Emergency Area or part thereof described as: *(geographic boundary)*

Signed: _____

Title: _____

Dated: _____ at _____ *(Time)*

in the Municipality of: _____

ANNEX 3

TERMINATION OF AN EMERGENCY

Municipality: TOWNSHIP OF HORTON

I, _____ hereby declare a state of local Emergency
Mayor or alternate
terminated in accordance with the Emergency Management and Civil Protection Act R.S.O.
1990, cE.9 s.4.(1) due to the emergency described herein: *(nature of emergency)*

for an Emergency Area or part thereof described as: *(geographic boundary)*

Signed: _____

Title: _____

Dated: _____ at _____ (time)

in the municipality of _____.