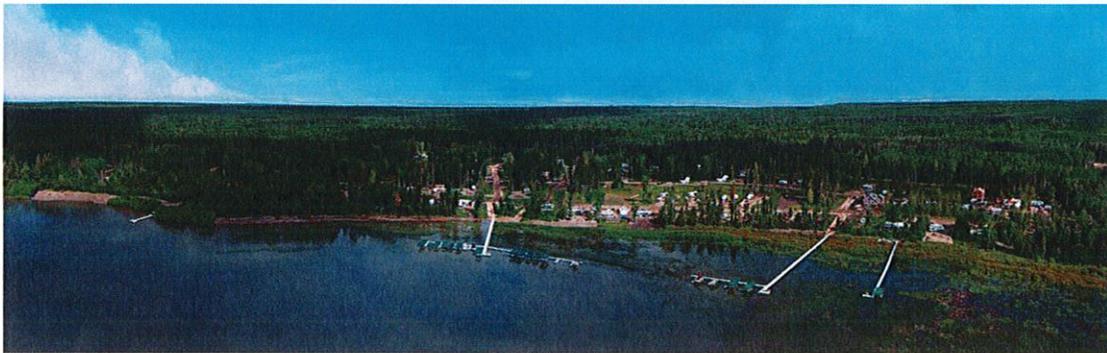




EMERGENCY RESPONSE PLAN



Hilliard's Bay Estates



July 21, 2015



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1.0 GENERAL INFORMATION

Hilliard's Bay Estates is a lakeside cottage community that encourages an attractive, staged development, compatible with a country (rural) recreational area located in a natural forested setting.

The lands affected by this Emergency Response Plan are located within the Municipal District of Big Lakes, approximately thirty-five (35) kilometers north east of High Prairie. The plan area consists of the quarter section identified as South East Section 20, Township 75, Range 13 West of the Fifth Meridian (SE-20-75-13 W5M). This property of approximately 111.5 acres is a unique parcel located on the shoreline of Lesser Slave Lake and is surrounded by Hilliard's Bay Provincial Park.



The development was completed in four phases. Phase I was completed in the summer of 2008 and was identified as Condo Plan 082 8078. Phase II was completed in the summer of 2009 and was identified as Condo Plan 092 6782. Phase I and Phase II were amalgamated in 2009 to Condo Plan 092 9717. Phase III was completed in August 2011 and was identified as Condo Plan 112 4012. Phase IV is currently being developed and will be completed by the summer of 2013.

Access to the community is provided via three gated roadways. The Municipal District of Big Lakes has identified the three access points as 13416 Twp Road 752A (junction of Boreal Road and Monias Drive West), and 13414 Twp Road 752A (junction of Boreal Road and Monias Drive East) and 13412 Twp Road 752A (junction of Boreal Road and Spruce Drive). Emergency response personnel (Fire, Ambulance and Police) have been provided with access to the gates at Hilliard's Bay Estates.

This plan provides information on what action to take in the event of a minor or major emergency.

Muster Point: 2nd entrance gate to Hilliard's Bay Estates (*i.e.* Junction of Monias Drive East and Boreal Road)

Heli Pad: The nearest Helicopter Landing Pad is currently Alberta Parks Group Campsite. Future Plans include construction of a helicopter pad in the Hilliard's Bay Estates Maintenance Yard located at the north east corner of the quarter section.

2.0 EMERGENCY RESPONSE PROCEDURES

2.1 SEVERE WEATHER

Severe weather (summer storms) such as heavy rain, thunder, lightning, strong winds, tornados or hail can occur in Alberta.

In the case of severe weather the following steps should be followed:

- Monitor Environment Canada's Weather reporting, to get advance warning on changes in weather patterns.
- If watches or warnings are issued by Environment Canada, persons should stay alert to the sky and listen to local media, weather radio or other sources for updated information as it becomes available.
- If severe weather occurs, seek shelter immediately. Remain in sheltered area until radio stations announce that severe weather conditions no longer exist.

2.2 FIRE

In the case of a fire, the following emergency response procedures should be followed:

- Assess the situation, ensure that no further hazards are present, and take charge of the situation.
- Contact Emergency Support Services by calling 911 for fire department, ambulance, and/or RCMP. Note that the nearest Fire Department is located in Grouard.
- Clearly state your name, accurate legal location or directions, and type of emergency.
- As long as it is safe to do so, evacuate residents from the structure.
- As long as it is safe to do so, check structures on either side and evacuate residents.
- Administer first aid where necessary, and keep victim(s) warm and calm until assistance arrives.
- Where possible, take action to extinguish the fire, but under no circumstances, should you put yourself or others in danger.
- As long as it is safe to do so, continue to fight the fire until Emergency Services personnel arrive. Follow their direction until they release you from the fire.
- All forest fires are to be reported to Alberta Sustainable Resource Development – Land and Forests Division at **310-FIRE (3473)**
 - Advise of the number of people at risk
 - Location, Size, Type of Fire, Fuels, Access
 - Wind and General Weather
 - Nearest Water Source
 - Equipment and manpower available at the site
- Notify a Hilliard's Bay Estates representative and report incident by giving location and pertinent details.
- Collect information and be prepared to document the incident: How and why the fire started, date/time the fire was discovered, time the fire was reported, time first action was taken on the fire, time any personal arrived to action the fire, and the time any equipment arrived to action the fire.

Hilliard's Bay Estates Inc. has the following firefighting equipment available on site:

Equipment	Amount
Mark 3 Water Pump	1
Fire Hose (1 1/2inch @ 100ft roll)	20
Shovels	3
Pulaski	3
Back Pack Fire Pumps	2

2.3 MEDICAL AID or ACCIDENT

In the case of Medical Aid or Accident, the following emergency response procedures should be followed:

- Assess the situation, ensure that no further hazards are present, and take charge of the situation.
- Administer first aid where necessary, and keep victim(s) warm and calm until assistance arrives.
- Contact Emergency Support Services by calling 911 for fire department, ambulance, and/or RCMP. If possible, send a responsible person to the main road to direct emergency response staff to the location.
- Clearly state your name, accurate legal location or directions, and type of emergency.
- Continue to administer first aid. Unless further danger exists to the casualty, yourself, or bystanders.
- If necessary, call the electrical power company, or gas utility company.
- Secure the accident scene until the Emergency Support Services have arrived and taken control of the scene.
- Notify a Hilliard's Bay Estates representative and report incident of medical aid or accident by giving location and pertinent details.
- Collect information and be prepared to document medical aid or accident: time of accident, cause of accident, statements from witnesses, and the extent of injury and damage.

2.4 POWER LINE BREAKS

Extreme caution is required when working near power lines (overhead & underground). In the event of a power line contact, the following general procedures should be followed. It is important to note that the appropriate safety procedures may vary depending on the circumstances.

- Do not approach any down or broken power line.
- Assess the situation, ensure that no further hazards are present, and take charge of the situation.
- Contact Emergency Support Services (EMS) by calling 911 for fire department, ambulance, and/or RCMP.
- Notify the power company ATCO at 1-800-668-5506 to report the incident.
- Clearly state your name, accurate legal location or directions, and type of emergency.
- If a vehicle should come in contact with a power line, do not get out of the vehicle! Warn others in the area of the hazard. Never allow anyone to come near a vehicle while it is hooked to a power line.
- If a tree contacts a power line, do not attempt to remove it. Call ATCO and wait for the line to be de-energized prior to removing the tree.
- Notify a Hilliard's Bay Estates representative and report incident by giving location and pertinent details.
- Collect information and be prepared to document the incident.

2.5 WATER HAZZARDS

Water hazards within the Hilliard's Bay Estates Area have been identified and the appropriate signage posted.

3.0 EMERGENCY RESPONSE NUMBERS

Organization	Emergency #	Non-Emergency #	Town
Fire Department	911	(780) 751-3880	Grouard
Ambulance	911	-	High Prairie
RCMP	911	(780) 523-3378	High Prairie
Hospital	(780) 523-6440	-	High Prairie
Forest Fire Hotline	310-FIRE (3473)	-	-
Alberta One Call	1-800 267-7270	-	-
ATCO	1-800-668-5506	1-800-668-2248	-
Prairie River Gas Co-op	-	(780) 523-3572	High Prairie
Spill Response Centre	1-800-222-6514	-	-
Poison Control Centre	1-800-332-1414	-	-
Marlin Helicopters Inc.		(780) 523-4378	High Prairie
Sloan Helicopters		(780) 849-4456	Kinuso

Hilliard's Bay Estates Condo Association – Key Contacts

Title	Contact	Lot	Cell Phone
President	Gord Kaiser	28/29	(780) 835-0016
Vice President Secretary/Treasurer	John Vandenberg	34	(780) 523-7904
Board Member	Darcy Beach	36	(780) 617-1637
Board Member	Rick Cloutier	78	(780) 837-0410
Board Member	Ron Milner	37/68	(780) 772-0771
Board Member	Christine Dalling	109	(780) 505-2615
Board Member	Darren Henley	93	(780) 832-1494



APPENDIX I

Quick Reference Card

for

Hilliard's Bay Estates Unit Holders

IN CASE OF EMERGENCY CALL

FIRE AMBULANCE POLICE	Dial 911
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Hilliard's Bay Estates is located on: SE Section 20 Township 75 Range 13 West of the 5th Meridian
 Access to the community is provided via three gated roadways:

GATE #1 13416 Twp Road 752A (junction of Boreal Road and Monias Drive West) or

GATE #2 13414 Twp Road 752A (junction of Boreal Road and Monias Drive East) or

GATE #3 13412 Twp Road 752A (junction of Boreal Road and Spruce Drive)

Muster Point: 2nd entrance gate to Hilliard's Bay Estates

(i.e. Junction of Monias Drive East and Boreal Road)

Fire, Ambulance and Police have been provided with access to the gates at Hilliard's Bay Estates.

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Marlin Helicopters Inc.		(780) 523-4378	High Prairie
Sloan Helicopters		(780) 849-4456	Kinuso

Hilliard's Bay Estates Condo Association – Key Contacts

Title	Contact	Home Phone	Cell Phone
President	Rick Laliberte	(780) 402-7859	(780) 876-0761
Vice President	John Vandenberg		(780) 523-7904
Secretary/Treasurer			
Board Member	Gord Kaiser	(780) 596-2277	(780) 835-0016
Board Member	Rick Cloutier	(780) 925-2027	(780) 837-0410
Board Member	Allan Newborn	(780) 524-5954	(780) 524-8727
Board Member	Cam Lizee	(780) 513-6674	(780) 832-8698
Board Member	Darren Henley	(780) 832-0150	(780) 832-1494

APPENDIX II

Map of Hilliard's Bay Estates

