



## SEVERE STORM EMERGENCY PLAN

### PHASE ONE

In the event of an approaching storm and the facility is expected to sustain gale-force winds or greater, within 72 to 48 hours, the following steps should be taken:

1. A social media post should indicate to all boaters of an approaching storm.
2. Boaters are required to double line.
3. Boaters should remove anything they fear may be damaged (such as dinghies, canvas, Biminis, sails and all items on deck).
4. A patrol of the facility is to be conducted and any boats not secured properly should be addressed.
5. If time allows, any boaters with insecure items should be notified by telephone to remove or secure such items.

### PHASE TWO

In the event of an approaching storm and the facility is expected to sustain gale-force winds or greater, within 48 to 24 hours, the following steps should be taken:

1. The facility ceases operation and all staff will prepare for the storm.
2. The Property Manager will close the marina.
3. The membership will be notified that the marina has been closed down
4. The Property Manager/Commodore and Harbormaster shall inspect the facility and property.

### PHASE THREE

In the event of an approaching storm and the facility is expected to sustain gale-force winds or greater, within 24 hours, the following steps should be taken:

1. Based upon consideration of all the circumstances, the Property Manager will determine whether-or-not to issue an order to evacuate.
2. Upon issuance of an evacuation order, the Property Manager/Commodore and/or Harbormaster will communicate via social media, email or by telephone to all boaters that the marina is under an evacuation order and that evacuation must be completed within twelve hours after which the marina will be in lockdown.

3. The assigned Board/members will perform final checks of vessels for doubling of lines.
4. At twelve hours prior to the storm passage, the facility will lock-down.
5. no boaters or staff should remain on site.

### **POST STORM PROCEDURES**

After passage of the storm, only assigned Board members or designated members shall be permitted entry to the facility until such time as an assessment of the structural integrity has been completed by the staff. This assessment should be conducted as soon as conditions permit.

1. Sunken vessels will be immediately inspected and the proper procedures should be undertaken.
2. Environmental hazards shall be identified (sunken vessels, ruptured containment vessels) and mitigation of these hazards shall begin immediately.
3. The Property Manager shall, as soon as practical, file with the facility's insurer and a shall document the damage to the facility will photographs.

### **Emergency Contacts:**

- Commodore – Zena Thomas – 289-253-7731
- Property Manager – Mark Thomas – 289-253-7731
- Membership – Jeff Hansford – 905-719-3800

***Reviewed and Approved by the Board of Directors***

***Date: March 1, 2023***