

All British Field Meet. Victoria Park. June 10, 2017. Emergency Management Plan

Alberta All British Motoring Society (AABMS) Contacts

Will Keith	780-984-3123
Dennis Coulthard	780-913-8571
Michael Hrycyschyn	780-246-8571
Howard Jewell	780-951-0161
Mike Connolley	1-780-387-5234
Colin Northcott	780-667-8784
Geoff Prince	587-341-1415
Ron Muir	780-266-6662

Emergency Situations Considered Applicable to Event

Situation	Mitigation / Action Plan
General	<p>Event marshalls and volunteers will be briefed prior to the event of the following on-site protocols. Included in which will be a request for fully charged cell phones. A list of cell numbers will be distributed at the briefing.</p> <p>Event marshalls directing cars to their assigned locations will wear high visibility vests.</p> <p>St John Ambulance volunteers are scheduled to attend this event. An AABMS member with first aid experience will stand in as medic should St John Ambulance be unable to attend.</p>
Movement of Vehicles	<p>Event marshalls will guide vehicles to their predetermined locations per the site plan, which will commence at approximately 9:30 am.</p> <p>Since Victoria Park is open to the public at all times, event marshalls will ensure vehicle movement is restricted to walking pace. No movement will be allowed during viewing hours – 11:00 am to 4:00 pm.</p> <p>Vehicles will be driven from the park in an orderly and safe manner when the event closes at 4:00 pm.</p>
Civil Disturbance	Event marshalls will watch for any person acting in an unruly or suspicious

All British Field Meet. Victoria Park. June 10, 2017. Emergency Management Plan

	manner & phone 911 for police assistance, if required.
Animals	<p>Victoria Park is not an off leash area. Any person at the event will be required to conform to City of Edmonton Bylaw 2202, Parkland Bylaw, ANIMALS.</p> <p>In the case of a loose or threatening animal, whether or not the owner is present, Event marshalls will phone 911 for police assistance and/or 311 for animal control services to remove it, if the need arises.</p> <p>Safe haven will be available in the pavilion, if required.</p>
Fire	<p>If a fire on site should occur, event marshalls will phone 911 for fire service assistance.</p> <p>Spectators and participants will be advised to clear the area and, if emergency services are called, marshalls will provide guidance from River Valley Road to the fire.</p> <p>Food vendors will be expected to comply with local laws regarding fire hazards as part of their permitting procedure.</p>
Hazardous Materials	Where necessary, event marshalls will distribute absorbent pads for participants & vendors to place under their vehicles in the event of oil leaks.
Parent or guardian reports their child is missing on-site.	<p>A lost child is considered a high emergency event.</p> <p>Event marshall/s will:</p> <ul style="list-style-type: none"> • Inform the event chairperson & the St John Ambulance medic of the situation • Event chairperson or other event marshall will phone 911 for police assistance if the parent or guardian has not already done so • Bring the parent or guardian to the AABMS tent • Event marshall will request the parent or guardian provide information detailed in the questionnaire on page 4. • Event marshall / Volunteer will announce the situation via the onsite PA system with the above details & request participants & spectators to assist. •
Lost child is found	Event marshall/s will:

All British Field Meet. Victoria Park. June 10, 2017. Emergency Management Plan

<p>either by a member of the public or an Event marshal.</p>	<ul style="list-style-type: none"> • Inform the event chairperson & the St John Ambulance medic of the situation • Event chairperson or other event marshal / volunteer will phone 911 for police assistance • If possible, event marshal / volunteer will request the child provide information detailed in the questionnaire on page 4. • Event chairperson will announce the situation via the site PA system and await police assistance • Marshalls and volunteers will search areas to which they have been assigned during the briefing meeting. <p>This situation and plan will apply equally to a confused adult lost on site.</p>
<p>On-site Vehicle Incident &/or Medical Emergency</p>	<p>Event marshalls will assess the situation and call upon the St John Ambulance medics to attend. The medics will make further assessment on the need for hospitalisation. The incident area will be sectioned off if appropriate.</p> <p>If an ambulance is called event marshalls / volunteers will provide guidance from River Valley Road to the incident.</p>
<p>Property Damage</p>	<p>Event marshalls will report any damage of city property to the Festival & the city liaison representative. The Alberta All British Motoring Society carries full comprehensive insurance for this event to a maximum liability of \$2M and the city of Edmonton is noted as additional insured.</p>
<p>Food Vendor/s</p>	<p>It is the food vendor's responsibility to be in possession of a valid Vending Permit in compliance with the City of Edmonton and Alberta Health Services regulations.</p> <p>AABMS will review compliance of food vendors WCB, liability insurance and permit</p>
<p>Public Washroom Facilities</p>	<p>Washrooms will be available in the pavilion. From previous years' experience it is anticipated that spectator numbers will not warrant additional temporary facilities.</p>

All British Field Meet. Victoria Park. June 10, 2017. Emergency Management Plan

<p>Questionnaire for parent or guardian of a lost child</p>	<ul style="list-style-type: none"><input type="radio"/> What is your name?<input type="radio"/> What is the child's name?<input type="radio"/> What is your relationship with the child?<input type="radio"/> How old is the child?<input type="radio"/> What is the child's colour of hair and eyes?<input type="radio"/> How tall is the child?<input type="radio"/> What is the child wearing?<input type="radio"/> Where did you last see the child?<input type="radio"/> Does the child have ID &/or a cell phone?
<p>Questionnaire for lost child</p>	<ul style="list-style-type: none"><input type="radio"/> What is your name?<input type="radio"/> Who are you here with?<input type="radio"/> What is/are their name/s?<input type="radio"/> What do they look like, eg colour / type of clothing, ?<input type="radio"/> Do you know your home telephone number or street address?<input type="radio"/> Do you know your parent's or guardian's cell number?