EMERGENCY MUTUAL AID AGREEMENT/ LETTER OF UNDERSTANDING

"DRAFT"

Between the Municipality of *enter name here* and Community or Organization *enter name here*:

WHEREAS an emergency could affect any municipality/community to such a degree that their resources would be insufficient to manage with the situation;

AND WHEREAS the above-name municipality/community wish to make prearrangement for prompt emergency action in support of any municipality/community in the group which may be affected or threatened by an emergency and require assistance: (the areas of mutual concern are listed in paragraph 2 below)

THEREFORE, the above named agree as follows:

- 1. The parties to the agreement will render all possible help to each other upon request when required subject to the following conditions:
 - a. The normal channels of communication shall be between the Mayor/Chairman responsible for emergency measures services of the municipality/community or any official designated by them.
 - **b.** On receipt of a call for assistance, whether general or specific as to resources required, the extent of the assistance given will be at the discretion of each responding authority having regard to its own local needs/situation at the time.
 - **c.** Any costs incurred in connection with the mobilization, movement and deployment of mutual aid resources will, in the first instance, be borne by the municipality/community requesting/receiving the aid.

- **2.** The areas of mutual concern within the planning responsibilities of the municipality/community are as follows:
- **a.** Preservation of law and order.
- **b.** Control of traffic.
- **c.** Reception services, including the provision of emergency lodging, emergency feeding, emergency clothing, personal services and registration and inquiry for people who have lost or were forced to evacuate their homes, or who require emergency assistance because of the breakdown of normal assistance.
- **d.** Co-ordination of medical services, hospitals and public health measures.
- **e.** Maintenance and repair of highways.
- **f.** Maintenance and repair of water and sewage systems.
- g. Co-ordination and control of fire fighting services. (This agreement does not nullify any existing forest fire control agreements of other fire mutual aid arrangements approved by the mayor/chairman of the responsible municipality/community.
- **h.** Repair and maintenance of other utilities.
- i. Other local emergency services as may be required.
- **j.** Agricultural emergencies.
- **k.** Flood control and action after flooding.
- **I.** Dangerous goods incidents or other environmental emergencies.
- 3. It is further agreed that the appropriate municipality/community authorities will have their staff meet as necessary to develop and update guidelines for compatible planning and emergency arrangements within the areas of common concern outlined in this agreement.

4. Termination of Agreement

This Mutual Aid Agreement/Letter of Understanding shall terminate when mutually agreed upon by the two parties involved.

In witness where of this Mutual Aid Agreement/Letter of Understanding has been executed on behalf of the two parties involved.		
Witness	Municipality/Community	Date
Witness	Municipality/Community	Date