# Emergency Response and Contingency Plan (ERCP) – Supplementary Drought Response Plan

**Depleted Source Water / Loss of Source** 

WATER SYSTEM NAME: \_\_\_\_\_

ADDRESS: \_

DATE PLAN PREPARED: \_\_\_\_\_

DATE OF RECENT REVIEW:

The following is a chart that can be used as a general quick reference for key items of information. The information in the chart may be the same as the information in the main ERCP. Some sections may be left blank.

Supplemental or Alternate Source	Supplier or Source	Contact Information Phone Number / Email	Volume of Water Available	Estimated Time of Delivery	Estimated Cost
Backup Water Source					
Bulk Hauled Water					
Other Water Supplier					
Bottled Water					

There are two main factors to consider with drought emergency planning: A reduction in the amount or flow of water available and a complete loss of water from the source. This template divides the factors into two different parts.

- Part 1: Reduction of Water Availability from Source
- Part 2: Source Water No Longer Available



# PART 1: Reduction of Water Availability from Source

#### **Triggers and Indicators of Depleted Water Source**

Use the table below to establish the triggers and other indicators of significantly reduced water availability that would prompt an emergency response. For example: diminishing water levels, turbidity issues, source(s) unable to maintain reservoir levels, drop in water pressure, drop in aquifer levels.

Trigger or Indicator	Response Action
<b>Example:</b> Water level in the creek is decreasing and within 0.5 meters of minimal limit and not being replenished by snow or tributaries	<b>Example:</b> Pump water from creek into secondary culvert / reservoir for increased raw water storage. Issue water conservation protocols for all residents.

#### Water Reduction Communication Plan

If there is a need for reduced water usage, how will you communicate this to the water users. In the appendix to this plan, you can include copies of letters or signage used for communication. Ensure you have signs printed before required usage.

Communication Contacts	Communication Methods
Local Contacts	
Media Contacts	
Other	
Other	



# Training:

Will the reduction in water require additional training? Who will be required to take the training? Can the training be completed prior to the water source reduction?

Training Required	Who will take the training?	Training Availability	Training Costs

# **Financial Planning:**

How much funds are needed to be secured to ensure uninterrupted delivery of potable drinking water in the event of reduced source volume?

#### COSTS:

#### RESERVE FUND:

# PLAN FOR DEVELOPING OR MAINTAINING FUND:

#### Water Storage:

What is the capacity of the current water storage under normal conditions and under conditions where reduced usage protocols are in place?

Storage	How long will this last under	
	Normal Conditions	Reduced Usage Conditions
Raw Water		
Treated Water		

#### Additional or emergency water storage currently not connected to the water system:

• How will it be connected to the system

• Are additional pumps or pressure tanks required and if so, where can they be obtained?



# PART 2: Source Water No Longer Available

The source water cannot provide drinking water even after reduction plans have been implemented.

#### **Initial Emergency Action Plans**

Outline the initial action plans that need to be conducted to protect the water system. Instructions will be specific to design of water system, but may include actions such as: shut off pump, issuance of boil water notice, procedures to bring unused water supplies online, close inlet to reservoir, or temporary closure of business / water system, etc. You may need to attach an additional list of actions if needed.

Action	Person Responsible
<b>Example:</b> Immediately contact all residents through the established communication methods to let them know of the loss of water and the next steps that need to be taken. Report completion to water operator	<b>Example:</b> Water Operator's first assistant



#### Water Loss Communication Plan:

How will you communicate the emergency to your water users?

Include where the emergency communication information and signage are located and where to post or how to disseminate the information. Include maps in the appendix if necessary.

Communication Contacts	Communication Methods	Phone Number / Email
Local Contacts		
Media Contacts		
Health Authority Contacts		
Other Government Agencies*		
Other Government Agencies*		
Other Government Agencies*		
Other		

\*Other Government Agencies (Ministry of Water, Land and Resource Stewardship or Emergency Management BC)



# **Emergency Drinking Water**

How will you provide emergency drinking water if the primary source water is depleted?

# Secondary / Backup Source (if available)

Outline the steps required to initiate the introduction of the secondary or backup water source. If the secondary source is not potable, how will the source be treated, or will a water quality advisory such as a boil water notice or do not consume notice need to be issued?

Steps to Activate Secondary Source	Person Responsible



# **No Backup Source**

Outline the action items required to provide drinking water if there is no backup source of water. If the plan is for hauled water, include the required action plans for hauled water including hauled water source and hauled water storage. Can the system be connected to a neighboring water system? If the secondary source is not potable, how will the source be treated, or will a water quality advisory such as a boil water notice or do not consume notice need to be issued?

Action Items	Person Responsible

# **Reference Documents**

- 1. Ministry of Health ERCP Planning for Small Water Systems: gov.bc.ca/assets/gov/environment/air-land-water/water/waterquality/resources-for-water-operators/ercpsws-final-aug17-2016.pdf
- 2. Ministry of Environment and Climate Change Strategy Drought Information: gov.bc.ca/gov/content/environment/air-land-water/water/drought-flooding-dikes-dams/drought-information
- 3. Ministry of Environment and Climate Change Strategy Resources for Water System Operators: gov.bc.ca/gov/content/environment/air-land-water/water/water-quality/drinking-water-quality/resourcesfor-water-system-operators#emergency-response-planning

