



EMERGENCY ACTION PLAN

Head of the Nicomekl Regatta 2025

Regatta Chair:	Helen Healey	604-836-4632
Chief Umpire/Charge Person:	Simon Litherland	778-840-5748
Safety Advisor:	Cathy Cotter	604-218-4526
Call Person:	Person closest to the situation designated to call 911	
REGATTA ADDRESS:	Blackie’s Spit Park, 3136 McBride Avenue, Crescent Beach, Surrey	
EMERGENCY CONTACT:	9-1-1 for all emergencies	
SITE ACCESSIBLE TO EMERGENCY VEHICLES FROM THE RIVER:		

Nicomekl Rowing Club, Elgin Heritage Park, Crescent Road, Surrey

Crescent Beach Marina, 12555 Crescent Road, Surrey

Nico-Wynd Golf Course, 3601 Nico-Wynd Drive, Surrey

Blackie's Spit Park, 3136 McBride Avenue, Crescent Beach, Surrey

NEAREST HOSPITAL

Peace Arch Hospital
15521 Russell Avenue
White Rock,
V3V 1Z2
604 531 5512

Surrey Memorial Hospital
13750 96 Avenue
Surrey, V4B 5M2
604 581 2211

IN THE CASE OF AN EMERGENCY

CHARGE PERSON:	Simon Litherland	778-840-5748
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- Assume command, and direct and control operations until the arrival of the appropriate authorities.
- Work with the Safety Officer to co-ordinate on-water operations,

- Identify him/herself to the authorities; liaise with authorities and direct personnel as necessary.
- Halt the event if there is risk to any participant, or a reduction of safety to all those involved.

SAFETY ADVISOR: **Cathy Cotter** **604-218-4526**

- Relays appropriate information to Charge Person
- Locate the injured rower's coach (delegate a volunteer to do this) Quick access to information on each rower is important in the event of emergency
- Designate a control person/s to ensure:
 - That emergency vehicles will be able to access the required location on site
 - Clears any traffic from the entrance/access road before the ambulance arrives
 - Waits at the driveway entrance to direct the ambulance when it arrives

CALL PERSON

- Person closest to the situation designated to call 911 for emergency help
- Provide all necessary information to dispatch and stay on the line until emergency responders arrive
- Provide information on the closest access point to the emergency situation:

911 SCRIPT

- Follow the 911 dispatcher's prompts
- "My name is _____ our regatta is at Blackie's Spit Park, 3136 McBride Avenue, Crescent Beach, Surrey
- "The phone number I am calling from is: _____
- Describe the nature of the emergency
- Request water rescue if appropriate
- DO NOT HANG UP!!!
- Stay on the line and answer any questions asked by the dispatcher
- Provide dispatch with an alternate phone number in case you're accidentally cut off
- *Minimize the use of walky-talkies and do not use them when passing confidential information*
- Ask the dispatcher how long until the ambulance arrives and provide that information to the Charge Person as soon as possible

FIRST AID/MEDICAL EMERGENCIES

- MedVents are the First Aid personnel who will be at the First Aid Tent located on the beach
- First Aid Attendant has a cell phone
- First Aid Attendant may ask for assistance from, or explicitly defer to, someone with more medical training
- Waits with the injured person until Emergency Medical Services arrives and the injured person is transported away from site

ON WATER EMERGENCY

- Calm judgement must be used in assessing whether a situation is an emergency or is likely to develop into an emergency

SAFETY BOATS

- Getting injured or unconscious person stabilized and ashore at a site accessible to emergency vehicles takes precedence over all-else. Determine the quickest route to a suitable shore location
- If the injured or unconscious crew is in the water, make sure they have a PFD, and are face-up. It may be necessary to assign another rower to enter the water to assist the injured or unconscious person. Determine and assign the person most qualified to help
- Critical medical emergencies such as rower unconscious, disoriented, or severely injured – **call or designate a caller to call 9-1-1** (see 911 script above)
- Follow the 911 dispatcher's prompts
- Have emergency crews meet at the nearest water access point from the list provided at the beginning of this plan
- Ensure Charge Person (Chief Umpire) and Safety Officer are notified

COMMUNICATION

- Cellphones are the most reliable form of communication on the river. They must be fully charged. It must be in a position that you will hear it if it rings or feel it if it vibrates
- Emergency plan must be in the safety boat and understood by safety boat drivers and spotters
- Emergency Cell Phone numbers list must be correct and in every safety boat

SAFETY BOAT EQUIPMENT

- The following equipment will be present in each of the safety boats:
 - 4 lifejackets
 - Heaving line
 - Whistle – all the umpires will have a megaphone
 - Bailer or sponge to be used in the event of swamping or a rowing shell taking on a large amount of water.
 - Blankets – silver or other
 - Ladder
 - Contact numbers of chief umpire, safety officer, other safety boats, regatta chair, regatta office number
 - Paddle(s)
 - Toolkit

INCIDENT REPORT

Following the conclusion of the events the Safety Officer, Chief Umpire and Regatta Chair, must prepare a report detailing all incidents and actions taken to prevent a recurrence. The appropriate people involved in the emergency or incident should be involved in the writing of this report.

NEAREST PHARMACY:

Safeway Pharmacy,
12825 16 Avenue
Surrey 604 531 9694

NON-EMERGENCY MEDICAL CARE

Mercy Medical Clinic
2332 160 Street

Real Canadian Superstore

Saturday: Please first call 778 358 5323