DIGBY REGIONAL EMO

Emergency Management Organization

Digby
Regional Emergency Guide

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Your Emergency Plan

The information below contains valuable tips that can help your family develop an effective emergency plan, based on the kind of emergencies that can occur in our community and region.

- ☐ Prepare for the unexpected
- ☐ Develop a family emergency plan
- ☐ Know what to do in an emergency
- ☐ Be ready for emergencies in the home

Why You Need a Plan

Emergencies and disasters can occur anytime, anywhere. Some are seasonal and allow time for preparation, others occur swiftly and without warning. Communications, transportation, utilities and other essential services could be disrupted by disasters, forcing you to rely initially on your own resources for food, water, first aid, transportation, and shelter.

The individual's response comes first. Individuals and families need to be prepared to cope with interruptions in essential services from any cause at any time. The next level of response comes from municipalities. Municipalities work closely with other essential service organizations in developing and carrying out emergency plans.

Organizations prepare for emergencies with thorough planning. Individuals and families should do the same. Although the emergency incident may vary, the elements of an effective response are often the same. Natural events can include winter storms, fires or floods. Other potential emergencies such as dangerous goods spills are caused by technological or human failures.

Get Informed

The most common emergencies that occur in Nova Scotia are winter storms, fires (home, forest and grass fires), floods, and hurricanes. You can lessen the impact of an emergency or disaster by knowing what to do before, during, and after an incident.

No matter where you live, the following basic preparedness actions can help you in an emergency:

- ☐ Learn the warning systems used and what actions to take when you hear them
- ☐ Listen to local radio, television and cable stations for forecasts and emergency instructions
- ☐ Arrange with neighbours to advise one another of an emergency notification
- ☐ Post emergency numbers by every phone
- ☐ Evacuation routes will be announced when required
- ☐ Be familiar with King's County Emergency Management Plan
- ☐ Leave written backup care arrangements with the school or day care in case you can't get there right away in an emergency
- ☐ Learn first aid and CPR

Your Emergency Plan

Develop a Family Emergency Plan

Base your plan on the kind of emergencies that can occur in your region and community. Have a family meeting to discuss potential emergency situations. Talk about what each family member should do to prepare and respond in each situation. Ensure that elderly family members, who may not live with you, are included in your emergency plan.

- ☐ Include individuals with special needs in your planning.
- ☐ Maintain a list of the family's required medications, prescribed dosages and the names and telephone numbers of family doctors.
- ☐ If you use a pacemaker or other medical equipment, keep the make and model, serial number and other pertinent information with you at all times.
- ☐ Keep irreplaceable items such as family photo albums where they can quickly be accessed if you must leave home in a hurry.
- ☐ If important family papers are kept at home, store them in a portable, fireproof and waterproof container.
- ☐ If your family owns pets, contact your veterinarian on boarding kennels or SPCA for information.
- ☐ Plan how your family will stay in contact if separated by a disaster or emergency. Pick two meeting places:
  1) a location at a safe distance from your home in case of fire; and
  2) a place outside your neighbourhood in case you cannot return home. Meet with your neighbours and plan how you would work together.

Audit Your Home

A hazard audit of your home can not only increase your safety but can also help you respond more effectively to an emergency or disaster.

- ☐ Review fire safety features such as smoke detectors and how to monitor them.

- ☐ Make sure that no flammable materials are kept near electrical equipment or your furnace.

- ☐ Check for frayed electrical cords or overloaded circuits.

- ☐ Identify all potential exits.

- ☐ Learn how to turn off your water and electricity safely.

- ☐ Locate the safe areas (interior bathrooms, closets, interior stairwells, lowest floor level) in your home in case of a hurricane.

Your Emergency Plan

Maintain a Supply of Food & Emergency Items, Ensure Your Family Stays Warm

A major emergency or disaster could isolate you in your home for several days. Gas or electricity for cooking, heating and refrigeration may not be available. Be prepared with a stock of items for emergency use and warmth.

- ☐ Medications required by family members
- ☐ Foods required for special diets or baby foods
- ☐ Battery-powered radio and flashlight in working order, with extra batteries. (Solar and hand-cranked radios and flashlights are also available.)
- ☐ A first aid kit and manual
- ☐ All-purpose fire extinguisher (rated A-B-C)
- ☐ Waterproof matches
- ☐ Candles and tin can. Ensure that candles are used safely
- ☐ A three-day supply of canned, packaged, or non-perishable food items for each member of the family. Include a manual can-opener
- ☐ A three-day supply of drinking water for each member of the family, sealed in unbreakable containers (replace stored tap water every few months). Adults need at least 1 litre of drinking water a day
- ☐ An alternative heat source and an adequate supply of fuel. Follow the manufacturer's instructions carefully. Make sure there is adequate ventilation to prevent the build-up of hazardous fumes. Cover windows to prevent heat from escaping and dress in layers
- ☐ Remember it's easy to forget that a stove burner, iron or space heater were running before the power went out...and can all be hazards if left unattended when the power returns. Always remember to unplug your appliances during a power outage
- ☐ A fully stocked freezer will keep food frozen for 2 days after losing power. If your freezer isn't full, fill containers with water and freeze them, taking up the empty freezer space and ensuring your foods stay frozen during an outage

Be Prepared to Evacuate Your Home or Workplace

Do not assume that an evacuation will last only a few hours. Plan to evacuate with enough items to keep your family comfortable. Consider adding appropriate items to your emergency supplies.

- ☐ Warm and waterproof clothing, and any other items appropriate for the time of year
- ☐ Extra food
- ☐ Cash and credit cards
- ☐ Toys to comfort and amuse the children
- ☐ Reading material and games
- ☐ Pet food
- ☐ Sleeping bags or blankets in a waterproof bag
- ☐ Keep your vehicle fuelled
- ☐ Ensure your vehicle is well-equipped for winter driving

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Your Emergency Plan

Evacuation Procedures During an Emergency

- ☐ Keep phone lines open for use by emergency workers
- ☐ Listen to local radio, television or cable broadcasts for emergency instructions and current information
- ☐ Assemble the food and supplies you plan to take with you. Refer to lists of family medications, records and irreplaceable items (see Develop a Family Emergency Plan)
- ☐ Follow the instructions of your local Utilities about whether to switch off utility services. In the case of some gas and propane appliances that are manually operated, it would be wise to shut off the gas supply if the appliance is going to be unattended
- ☐ Follow the instructions and advice of your municipal government. If you are asked to evacuate, do so promptly
- ☐ Travel only on routes that are specified or recommended by the Municipality
- ☐ A reception centre may be set up to provide food, shelter and information to people affected by an emergency. If you are going somewhere other than the reception centre, advise the reception centre or municipal government of your location

The emergency planning practices outlined here can help you prepare for any unexpected event. Prudent planning for unexpected emergencies will help to keep your family and home safe.

Print (Preparedness-Children)

Emergency Preparedness - Children

During a disaster or emergency, children may require individual plans or supplies. Just as it's important for every household to prepare an Emergency Preparedness Plan and 72-Hour Emergency Preparedness Kit, it is essential to incorporate the needs of the children within your household into that plan or kit.

Helping Kids Prepare for Emergencies

- ☐ Teach them about natural hazards like hurricanes, severe thunderstorms, ice storms, and blizzards -- and what to do when they occur.
- ☐ Make a family emergency plan, and preparing an emergency kit together.
- ☐ Teach your kids what to do in case of a fire. www.sparky.org
- ☐ Make sure your kids know what to do at school if an emergency happens

Helping Kids Cope

Children in particular can feel the stress deeply -- and may react in different ways. The key to helping your children cope is simply by being there and making them feel safe.

- ☐ Take their fears seriously and tell them that it's okay to be scared.
- ☐ Explain the events as best you can and acknowledge what's frightening about what happened.
- ☐ Tell your kids what you think and feel. Doing so helps them feel less alone if they know that their feelings are similar to yours.
- ☐ Maintain familiar routines, like mealtimes and regular bedtime hours.
- ☐ While parents can play a huge role in helping children deal with anxiety, it may be helpful to talk to a professional such as a psychologist or social worker, who can help children understand and cope with their emotions

When preparing a Family Emergency Preparedness Plan, it is important to incorporate the special needs of children. The following reminders/tips will help those who may require assistance before, during and/or after a disaster or emergency.

- ☐ Toys for your child to play with
- ☐ Additional clothing
- ☐ Diapers, formula, wipes and other specialized items
- ☐ Recent photo of your child, identification and finger prints
- ☐ Emergency contact lists in case they are unable to get hold of a parent

Teaching Your Children How to Use 9-1-1

Teaching your children how to use 9-1-1 is crucial and could save their lives or yours.
Here are four simple steps for teaching your children, no matter how old they are, how to use 9-1-1:

- ☐ First explain what 9-1-1 is.
- ☐ Teach them to assess the risks before dialing 9-1-1.
- ☐ Explain what type of information to give once they have called 9-1-1.
- ☐ Practice scenarios with them to make them more familiar with the concept without frightening them

Print (Preparedness-Pets)

Emergency Preparedness - Pets

Before Disaster Strikes

Keep vaccinations up-to-date and store a copy of the records with your pets "72-hr Kit."

- ☐ Keep up-to-date identification on your pet's collar and tag.
- ☐ A current color photograph that shows distinguishing markings.
- ☐ Check with your veterinarian to see how long you can safely leave your pet home alone, especially if you are evacuated without notice or are unable to go to your home and pick up your pet.
- ☐ When you are evacuated you will NOT be able to bring your pet into an Evacuee Reception Centre or Group Lodging facilities with the exception of service animals. However, there will be services onsite to assist you with pet related issues. Research safe places you can take your pet prior to an evacuation, i.e. hotels, kennels and family or friends.

Remember – in stressful times your pets' behavior may change. If two pets normally get along, they may fight as a result of stress.

As Disaster Approaches

At the first hint of emergency or disaster act to protect your pet; often warnings are issued hours, even days in advance.

- ☐ Call ahead to confirm emergency shelter arrangements.
- ☐ Check to be sure your pet's emergency supplies are ready to take at a moment's notice.
- ☐ Bring all pets into the house so that you won't have to search for them if you leave in a hurry.
- ☐ Make sure all dogs and cats are wearing collars that are securely fastened. Ensure up-to-date identification. Attach the phone number and address of your temporary shelter, if you know it, or of a friend or relative outside the evacuation area.
- ☐ Find a trusted neighbor who would be willing to get your pets and meet you, should you not be at home.

Remember that your pet is a domesticated animal and therefore lacks the survival instincts that wild animals have.

The Disaster Animal Response Team of Nova Scotia has more preparedness information on their Website: www.dartns.org

Emergency Preparedness - Pets

Wait Out the Storm

- ☐ Put your pet in a safe, secure room without windows but with adequate ventilation (i.e. bathroom).
- ☐ Leave enough food to last for 7 days.
- ☐ Fill with water: sink, bath tub and containers that would not tip over.
- ☐ Your pet will be under stress and may drink more water than usual. Four to eight litres of water per day per pet can be used as a guideline. Of course this is dependant on the size of your pet.
- ☐ Leave familiar bedding and safe toys.
- ☐ Do not confine dogs and cats in the same space and cage small animals and birds.
- ☐ Ensure that your pet is wearing ID tags.
- ☐ Place a notice on your front door that there are pets in the house and where they are located. Provide a telephone number where you can be reached or the number of your veterinarian.
- ☐ If you expect flooding provide access to elevated spaces or counters.
- ☐ Never leave your pet tied up outside, especially when expecting a flood.

Pet 72-Hour Kit

- ☐ Portable pet carrier (store the following items in this carrier.)
- ☐ Vaccination record, required ID or license/vaccination tags, microchip number.
- ☐ Pet food for a minimum of 3 days.
- ☐ Water for a minimum of 3 days (4 litres per day per animal.)
- ☐ Food and water bowls.
- ☐ Kitty litter and litter box.
- ☐ Newspaper, plastic bags, cleanser and disinfectants (ammonia free).
- ☐ Current photo of pet.
- ☐ Blanket, towels or pet bed and toys.
- ☐ Medications and medical records stored in a waterproof container.
- ☐ First aid kit.
- ☐ Sturdy leashes, muzzles, harnesses and/or carriers to transport pets safely.
- ☐ Information on feeding schedules, medical conditions, behaviour problems.
- ☐ Name and number of your veterinarian.

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Emergency Preparedness - Seniors

Older adults are move vulnerable than younger adults during a disaster because they are more likely to have impaired physical mobility, diminished sensory awareness, chronic health problems, or social and economic limitations that interfere with their ability to prepare for disasters and to respond and adapt during such events.

Preparations for Older Adults and Their Families:

- ☐ Develop a family communication plan so that the whereabouts and well-being of every family member is reported to a key person(s) during a disaster;
- ☐ Plan how to keep informed of developments in the disaster situation by telephone, cell phone, computer, radio, television, or newspaper;
- ☐ Identify a meeting place away from home that is reasonably familiar and convenient for all family members;
- ☐ Maintain a supply of personal, health, and home supplies, including a two-week supply of prescription medications, enough ready-to-eat food and water to last three days, first-aid supplies, candles and matches or flashlights, a waterproof container for essential documents, and items needed by older adults and persons with disabilities; and
- ☐ Prepare an emergency to-go kit that is ready in case of quick departure and includes:
  - ☐ a flashlight,
  - ☐ extra batteries,
  - ☐ a battery-operated radio,
  - ☐ a first-aid kit,
  - ☐ contact lenses or eye glasses,
  - ☐ medications,
  - ☐ copies of prescriptions,
  - ☐ photo identification,
  - ☐ copies of essential documents (birth certificate, marriage certificate, Social Insurance Number card, and other insurance cards), and
  - ☐ a small amount of cash (a maximum of $50)

Emergency Preparedness - Seniors

Coping with Emergencies

Recovering from a disaster can be as difficult for an older adult as surviving the disaster itself. This is especially true if the person has lost a home or possessions. In addition, the older person might be disturbed by lingering memories of the disaster. For a short period of time, most disaster victims will share the same emotions: disbelief, anxiety, depression, withdrawal, fear of darkness, and trouble sleeping. Older adults may be more sensitive to loud noises or have a reoccurrence of past traumatic memories. When these symptoms persist, problems can develop. Signs indicating that adults need stress management assistance include:

- ☐ difficulty communicating thoughts,
- ☐ difficulty sleeping,
- ☐ increased use of drugs or alcohol,
- ☐ limited attention span,
- ☐ headaches or stomach problems,
- ☐ disorientation or confusion,
- ☐ reluctance to leave home,
- ☐ overwhelming guilt and self-doubt, or
- ☐ fear of crowds, strangers, or being alone.

Ways to Help Cope

Focus on strengths and abilities.
Help seniors stay connected - friends and community groups are important
Reconnect seniors with their peers and community supports as soon as possible
Provide accurate, up-to-date information, particularly important for seniors living in temporary housing

Other Things to Think About

- ☐ Take the time to actively listen. Provide comfort and a safe environment
- ☐ Allow time for grief and healing. When ready, encourage speaking openly about feelings, fears or worries
- ☐ Seniors may worry about pets - make sure that all pets receive support and care

Emergency Preparedness - Seniors

Seniors with a Disability / Special Needs

Seniors, especially those with special needs, should be informed of what to do in an emergency. Contact your municipality to find out about programs and services in your area that will help you during an emergency and assist you in returning to your daily routine

Your Emergency Plan

- ☐ Create an emergency contact list identifying your personal support network, including physicians, case worker, a contact from a seniors group, neighbours and your building superintendent.
- ☐ Keep a copy of this list in your emergency kit and on your person.
- ☐ Familiarize yourself with all escape routes, emergency equipment and the location of emergency doors / exits in your home.
- ☐ If you have a pet, bring it with you in an evacuation and have an emergency plan for your pet. Determine in advance who can take care of your animal during an emergency.
- ☐ Request that a panic push-button be installed in your work and/or living area so that in the event of an emergency you can notify others of your location and that you need special assistance

Recommended Additional Items Checklist:

- ☐ Non-perishable food appropriate to your dietary restrictions
- ☐ Assistive devices needed such as canes, walkers, lightweight manual wheelchair, hearing aids, breathing apparatus, blood glucose monitoring device
- ☐ Extra prescription eyewear and footwear (if required)
- ☐ Extra supply of medications and vitamin supplements
- ☐ A list of all your needed medical supplies and special equipment
- ☐ Copies of all medication prescriptions
- ☐ Extra dentures (if required) and cleaner
- ☐ Latex-free gloves (for anyone providing personal care to you)
- ☐ Other:: _____

Assisting a Person with a Mobility Disability – What To Do:

- ☐ Check on neighbours to find out if there are seniors who would need your help during an emergency.
- ☐ Always speak calmly and provide assurance that you are there to help. Avoid shouting or speaking unnaturally slowly.
- ☐ Let the person tell you how you can help.
- ☐ Know the location of emergency buttons (many seniors' buildings have emergency buttons located in bedrooms and washrooms).
- ☐ Follow instructions posted on special needs equipment and/or assistive devices.

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Print (Disabilities-Special Needs)

Emergency Preparedness for People with Disabilities/Special Needs

People With a Disability / Special Needs - Tips

- ☐ Make sure all your emergency kit items are organized in one place, easy to find and to carry.
- ☐ Tag all of your special needs equipment including instructions on how to use and/or move each assistive device during an emergency.
- ☐ Complete a checklist and personal assessment sheet and provide a copy to your designated network(s). Keep a copy in your emergency kit(s).
- ☐ If you have food / drug allergies, wear a MedicAlert® bracelet.
- ☐ List all food/drug allergies and current medications (for each medication, specify the medical condition being treated, the generic name, dosage, frequency, and the name and contact information of the prescribing physician). Provide this list to your designated network and keep a copy in your emergency kit(s).
- ☐ If you rely on any life sustaining equipment or if you require regular attendant care, ask your network to check on you immediately if an emergency occurs and have an emergency backup plan in the event of a power outage.
- ☐ During an emergency, if your support network is unable to help, ask others for help and inform them of your special needs and how they can assist you.
- ☐ Carry a personal alarm that emits a loud noise to draw attention.
- ☐ Be aware that experiencing an emergency can be overwhelming and stress can worsen some medical conditions.

Assisting People With a Disability / Special Needs - Tips

- ☐ Ask if the person wants your help, and how you may best assist them.
- ☐ If someone refuses your help, wait for first responders to arrive, unless it is a matter of life or death.
- ☐ Do not touch the person, their service animal or equipment without their permission, unless it is a matter of life or death.
- ☐ Follow instructions posted on special needs equipment.
- ☐ You may be asked to use latex-free gloves to reduce the spread of viral infection or to prevent an allergic reaction to latex.
- ☐ Ask the person if areas of their body have reduced sensation and if they want you to check those areas for injuries.
- ☐ Do not try to move someone unless you are trained in proper techniques.
- ☐ If a person is unconscious or unresponsive do not administer any liquids or food.
- ☐ If the person has a service animal, it is the animal owner's responsibility to assess whether or not it is safe for the animal to work through the emergency situation.
- ☐ To make this decision, the service animal owner will need information as to the nature of the hazards they are expected to face and any changes to the physical environment.
- ☐ If providing sighted assistance, the first responder or caregiver should confirm that the service animal is then not working, and is therefore off duty

Emergency Preparedness for People with Disabilities/Special Needs

Mobility

Mobility limitations may make it difficult for a person to use stairs or to move quickly over long distances. Limitations may include reliance on mobility equipment such as a wheelchair, walker, crutches or a walking cane. People with a heart condition or respiratory difficulties may also have limited mobility

Your Emergency Plan

- ☐ If you use a wheelchair or scooter, request that an emergency evacuation chair be stored near a stairwell on the same floor where you work or live, so that your network can readily access it to help you evacuate. The person with the disability should be involved in the selection of the evacuation chair.
- ☐ People who require the use of an evacuation chair should designate a primary and backup contact to assist them in the event of an evacuation. Create an evacuation plan in collaboration with the building manager and contact persons, and practice using the chair with them.
- ☐ In your personal assessment checklist, identify areas of your body that have reduced sensation so that these areas can be checked for injuries after an emergency, if you cannot do so yourself.
- ☐ Check with your local municipal office to find out if emergency shelters in your area are wheelchair accessible.

Recommended Additional Items Checklist:

- ☐ Tire patch kit
- ☐ Can of seal-in-air product (to repair flat tires on your wheelchair or scooter)
- ☐ Supply of inner tubes
- ☐ Pair of heavy gloves (to protect your hands while wheeling over glass or other sharp debris)
- ☐ Latex-free gloves (for anyone providing personal care to you)
- ☐ Spare deep-cycle battery for a motorized wheelchair or scooter
- ☐ A lightweight, manual wheelchair as a backup to a motorized wheelchair (if feasible)
- ☐ Spare catheters (if applicable)
- ☐ Your power outage backup plan
- ☐ Other: _____

Assisting a Person with a Mobility Disability – What To Do:

- ☐ If possible, use latex-free gloves when providing personal care.
- ☐ Try to ensure that the person's wheelchair is transported with the person.
- ☐ If this is not possible, employ other evacuation techniques as appropriate, such as use of the evacuation chair, shelter-in-place (if instructed to do so), or lifts and carries by trained personnel.
- ☐ Do not push or pull a person's wheelchair without their permission, unless it is a matter of life or death.

Emergency Preparedness for People with Disabilities/Special Needs

Non-Visible Disabilities

Individuals with non-visible disabilities may have difficulty performing some tasks even though their condition is not apparent. Non-visible disabilities can include communication, cognitive, sensory, mental health, learning or intellectual disabilities which may impair an individual's response to an emergency. Conditions can include allergies, epilepsy, diabetes, pulmonary or heart disease, and/or dependency on dialysis, different supplies, etc.

Your Emergency Plan

- ☐ Keep an emergency contact list on your person. This list should note key people that are aware of your
- ☐ special needs.
- ☐ Inform your designated support network of where you store your medication.
- ☐ Consider wearing a MedicAlert® bracelet or identification to help notify emergency responders about your special needs.
- ☐ Request that a panic push-button be installed in your work and living areas so that in an emergency you can notify others of your location and that you need special assistance.

Recommended Additional Items Checklist:

- ☐ Supply of food items appropriate to your dietary restrictions
- ☐ List of instructions that you can easily follow in an emergency
- ☐ Personal list and minimum one-week supply of all needed medications, medical supplies and special equipment (i.e., ventilator for asthma, nitro lingual spray for a heart condition, an epinephrine pen against allergic reactions or anaphylactic shock, etc.)
- ☐ Detailed list of all prescription medications
- ☐ MedicAlert® identification
- ☐ Other: _____

Example: People with Diabetes

- ☐ Extra supply of insulin or oral agent
- ☐ Extra supply of syringes, needles and insulin pens (if used)
- ☐ Small container for storing used syringes and/or needles (if applicable)
- ☐ Blood glucose testing kit, spare batteries and record book
- ☐ Supply of blood glucose and urine ketone testing strips Fast acting insulin for high blood glucose (if applicable) Fast acting sugar for low blood glucose
- ☐ Extra food to cover delayed meals
- ☐ Ice packs and thermal bag to store insulin (if applicable)

Assisting a Person with a Mobility Disability – What To Do:

- ☐ Allow the person to describe the help they need.
- ☐ Find effective ways to communicate, such as drawn or written instructions, using landmarks instead of general terms like "go left" or "turn right".
- ☐ Maintain eye contact when speaking to the person.
- ☐ Repeat instructions (if needed).
- ☐ If a person needs to take medication, ask if he/she needs help taking it. (Never offer medicine not prescribed by a physician.)

Emergency Preparedness for People with Disabilities/Special Needs

Hearing

The way that emergency warnings are issued in an emergency is critical to the understanding of instructions and the subsequent response and safety of those with hearing loss.

Your Emergency Plan

- ☐ Communicate your hearing loss by moving your lips without making a sound, pointing to your ear, using a gesture, or if applicable, pointing to your hearing aid.
- ☐ Keep a pencil and paper handy for written communication.
- ☐ Obtain a pager that is connected to an emergency paging system at your workplace and/or your residence.
- ☐ Install a smoke detection system that includes flashing strobe lights or vibrators to get your attention if the alarms sound.
- ☐ Test smoke alarms monthly by pushing the test button.
- ☐ Replace batteries every six months or whenever there is a low battery signal.

Recommended Additional Items Checklist:

- ☐ Writing pads and pencils for communication
- ☐ Flashlight, whistle or personal alarm
- ☐ Pre-printed phrases you would use during an emergency, such as "I use American Sign Language" or "If you make announcements, I will need to have them written simply or signed".
- ☐ Assistive equipment according to your needs (i.e., hearing aid, personal amplifier, etc.)
- ☐ Portable visual notification devices to know if someone is knocking on the door, ringing the doorbell, or calling on the telephone
- ☐ Extra batteries for assistive devices
- ☐ A CommuniCard™ (produced by The Canadian Hearing Society) that explains your hearing loss and identifies how first responders can communicate with you during an emergency
- ☐ Other: _____

Assisting a Person with a Mobility Disability – What To Do:

- ☐ Get the person's attention via a visual cue or a gentle touch on their arm. Do not approach the person from behind.
- ☐ Face the person, make eye contact when speaking to them as they may rely on lip reading and communicate in close proximity.
- ☐ Speak clearly and naturally. Do not shout or speak unnaturally slowly.
- ☐ Try to rephrase, rather than repeating yourself.
- ☐ Use gestures to help illustrate your meaning.
- ☐ If there is time, it may be helpful to write a message.
- ☐ Hearing aids amplify sounds and can create a physical shock to the user, so do not make loud noises.
- ☐ Note that some people may be deaf-blind.

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Emergency Preparedness for People with Disabilities/Special Needs

Vision

A person who is blind or has reduced vision may have difficulty reading signs or moving through unfamiliar environments during an emergency. They may feel lost and/or dependent on others for guidance.

Your Emergency Plan

- ☐ Have a longer white cane available to readily manoeuvre around obstacles (there may be debris on the floor or furniture may have shifted).
- ☐ Identify all emergency supplies in advance with fluorescent tape, large print or Braille text, such as gas, water and electric shutoff valves.
- ☐ Familiarize yourself in advance with all escape routes and locations of emergency doors/exits on each floor of any building where you work, live and visit.

Recommended Additional Items Checklist:

- ☐ Extra white cane, preferably longer in length
- ☐ Talking or Braille clock
- ☐ Large print timepiece with extra batteries
- ☐ Extra vision aids such as an electronic travel aid, monocular, binocular or magnifier
- ☐ Extra pair of prescription glasses (if applicable)
- ☐ Any reading devices / assistive technology to access information or portable CCTV devices
- ☐ Other: _____

Assisting a Person with a Mobility Disability – What To Do:

- ☐ For people who are deaf-blind, draw an "X" on their back with your finger to let them know you can help them.
- ☐ To communicate with someone who is deaf-blind, trace letters in their hand with your finger.
- ☐ To guide a person, keep half a step ahead, offer them your arm and walk at their pace.
- ☐ Do not shout at a person who is blind or has reduced vision. Speak clearly and provide specific directions.
- ☐ Provide advance warning of upcoming stairs, major obstacles or changes in direction.
- ☐ Watch for obstacles that the person could walk into.
- ☐ Never grab a person with vision loss, unless it is a matter of life or death.
- ☐ Do not assume that the person cannot see you.
- ☐ Avoid the term "over there"; describe positions such as, "to your right / left / straight ahead / behind you", or by using the clock face positions (i.e., the exit is at 12 o'clock).
- ☐ If the person has a service animal on duty, ask them where you should walk to avoid distracting the animal. Do not separate the service animal from its owner.

Emergency Notifications

. ALERT READY https://www.alertready.ca/

“By failing to prepare, you are preparing to fail” (Benjamin Franklin)

Print (Evacuation)

Evacuation

Each year, many emergencies occur in the Town and Municipality of Digby that are quickly handled by response organizations, all with little impact to the public. However, conditions can quickly change, resulting in the sudden evacuation of people and pets from homes and businesses, often with little warning or advance notice.

An evacuation can occur in a variety of emergencies and circumstances. The popularity of outdoor recreational activities continues to grow throughout our region. While emergency services are readily available to persons in all urban and rural communities, meeting the needs of persons in remote areas during an emergency or disaster may be difficult.

Preparation is Key

Planning for the possibility of an evacuation begins at home or before you engage in any outdoor activity. There are steps you can take to prepare you and your family if you must evacuate and reduce the stress you will experience, both during and after such an event.

Stages of an Evacuation:

Should an evacuation be required in an emergency situation, a three stage evacuation process begins:

Stage 1 - Evacuation Alert

Emergency Officials will notify the population at risk of the potential need to evacuate.

Information will be provided to you about the nature of the danger in the emergency situation.

Although you may have time to prepare your home or business, conditions may change quickly and evacuation orders may be given with very short notice.

Stage 2 - Evacuation Order

When issued, you must evacuate the affected area immediately.

Returning to the affected area will be restricted while the Evacuation Order is in effect.

Stage 3 – Evacuation Rescind

Once the danger has passed, the population at risk is allowed to return to the area previously evacuated.

However, the danger may return and an Evacuation Alert or Evacuation Order may be issued again.

☐ Listen to the radio or TV and follow instructions

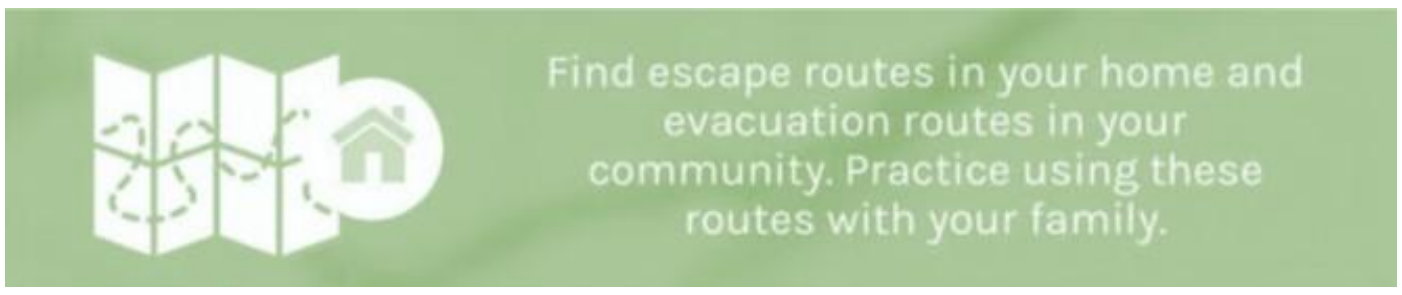
☐ Shut off utilities if instructed to do so

☐ Take your Evacuation Kit

☐ Take your pets and pet evacuation kit with you

☐ Lock up your home

☐ Register at the Reception Centre even if you choose not to stay at the Reception Centre



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Print (Shelter-in-Place)

Shelter-in-Place

"Shelter-In-Place" refers to remaining inside your home, school, or places of work during certain types of emergencies.

Sheltering-in-Place is an effective tool in Canada as most buildings and structures are built and sealed to withstand winter conditions.

Instructions for Shelter-in-Place

Shelter-In-Place preparations can and should be part of your family's Emergency Plan. When advised by emergency officials to Shelter-in-Place, all persons should take the following precautions:

- ☐ Go indoors immediately and stay there.
- ☐ Use stairwells instead of elevators wherever possible.
- ☐ Close all windows and doors.
- ☐ Turn off all furnaces, hot water heaters, ventilation and air conditioning systems.
- ☐ Do not operate kitchen vents, bathroom vents or the clothes dryer or anything else that would allow outside air to enter your home.
- ☐ Do not use fireplaces - close all dampers.
- ☐ Choose an inside room as a “Safe-Room”, preferably away from exterior windows and doors.
- ☐ Seal cracks or openings around the “Safe-Room” doorway with wide tape and a rolled up damp towel at the base of the door.
- ☐ If there is a window, tape a plastic sheet over the window to seal it.
- ☐ Use telephones only if immediate emergency assistance is required.
- ☐ Stay tuned to local radio or television station for information updates.
- ☐ Wait for the “all-clear” announcement.

Family Emergency Kit

You should add the following supplies to your family emergency kit:

- ☐ Plastic sheeting - to seal windows, vents and doors.
- ☐ Duct tape - rolls of duct tape to be used to secure the plastic over windows/vents and to seal doors. (Be aware that duct tape may damage finish.)
- ☐ Battery operated radio with fresh batteries. In the event of a power outage, a battery operated radio is necessary to hear emergency announcements including the "all clear" when the emergency is over.
- ☐ Flashlight with fresh batteries.
- ☐ Enough towels to block the bottoms of each door in the room.
- ☐ Bottled water for drinking.
- ☐ Snack foods, and pet food.
- ☐ First aid kit.
- ☐ Garbage bags can be used for storage of refuse or even as a "bathroom".
- ☐ Board games or cards.

Shelter-in-Place

“Safe-Room” Specifications

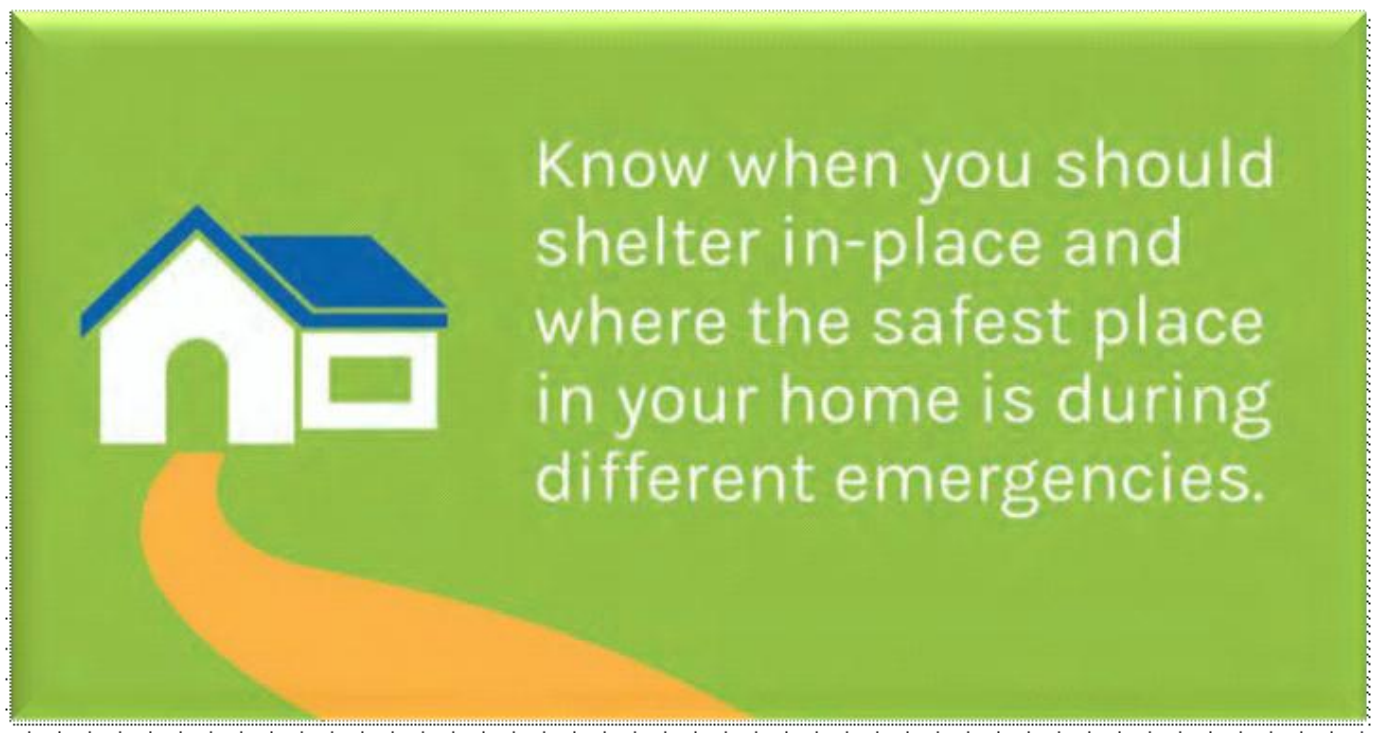
Choose a room in your home that you designate a "Safe-Room". Since many hazardous materials are heavier than air, a “Safe-Room” should be above ground level, not in a basement. It should have:

- ☐ No or few windows.
- ☐ A telephone. If a regular telephone is not available, bring a cellular telephone for emergency use.
- ☐ Enough room for everyone who needs to shelter.
- ☐ Access to water if possible. A room with an adjoining bath is an excellent choice.
- ☐ If possible, try to store your emergency kit in the room, in an under-the-bed box or a container that fits in a closet shelf or in a cabinet.

“All Clear” Announcement

While Sheltering-in-Place, persons should stay tuned to a radio or television for information updates and wait for further instructions from local emergency officials.

- ☐ Emergency officials may come door to door or provide information through local radio stations.
- ☐ An “all clear” announcement will only be made once the danger has passed.
- ☐ Persons may also receive instructions to ventilate their homes or properties by completing the following
- ☐ Open all windows and doors.
- ☐ Turn on all furnaces, hot water heaters, ventilation, air conditioning systems.
- ☐ As outdoor air may be fresher, occupants may wish to remain outside as your home or property is ventilating.
- ☐ Once the home or property is completely ventilated, all systems can be returned to their normal settings.
- ☐ Emergency officials will continue to monitor events after the danger has passed and provide information to persons in affected areas.
- ☐ Everyone should be aware of the possibility that the danger may return and emergency officials may direct them to Shelter-in-Place again.
- ☐ Emergency officials may also issue an “Evacuation Alert” or an “Evacuation Order”. It is therefore important for everyone to remain vigilant and to follow all instructions.



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Print (Severe Weather)

Severe Weather

Summer Storms can bring heavy rain, high winds, hail, intense lightning and even Hurricanes – all of which can damage property and threaten lives

Preparing for Severe Weather

- ☐ Pick two meeting places in case family members are separated from one another. Choose one near your house and one outside your neighborhood in case you can't get home.
- ☐ Choose an out-of-town person to act as your "family check in" contact person for everyone to call in case you become separated.
- ☐ Conduct safety drills and designate an area of your home as a safe room.
- ☐ Children who are at home alone need to be taught where to go and what to do.

Items to have on hand in the event of a severe weather emergency:

- ☐ Flashlight
- ☐ Battery powered radio
- ☐ A bicycle helmet
- ☐ A whistle to call for help if trapped
- ☐ First Aid Kit
- ☐ Emergency numbers for RCMP, Fire and utilities
- ☐ Bottled water - 1 liter per person
- ☐ Extra set of car keys
- ☐ Extra clothing and footwear
- ☐ Blankets or sleeping bags
- ☐ Credit card and cash
- ☐ Extra batteries

Severe Weather - Hurricanes

Hurricane season officially runs from June through November when the waters of the Atlantic Ocean are warm enough to produce a tropical cyclone, a category of weather systems that includes tropical depressions, tropical storms and hurricanes.

What To Do When a Hurricane Watch or Warning is Issued

Hurricanes can often be predicted one or two days in advance of their landfall. The key to hurricane protection is preparation. By taking precautions before, during, and after a hurricane, lives can be saved and property damage averted.

It is important to stay informed by listening to the latest warnings and advisories on radio, television, or web sites. The Canadian Hurricane Centre will issue and update these when necessary

- ☐ If a hurricane is forecast, secure everything that might be blown around or torn loose. Flying objects such as garbage cans and lawn furniture can injure people and damage property.
- ☐ Trim dead branches and cut down dead trees to reduce the danger of these falling onto your house during a storm.
- ☐ Stock up on water, ready-to-eat food and heating fuel, as well as battery-powered or wind-up flashlights and radios - and extra batteries. Make sure that there is gasoline in the car. For a complete list of emergency supplies, go to emergency kits. Also, learn what to have in your car emergency kit.

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Severe Weather - Hurricanes

During a Hurricane:

- ☐ Always check the marine forecast from the Weatheroffice website before going boating and listen to weather reports during your cruise. Never go out in a boat during a storm. If you are on the water and you see bad weather approaching, head for shore immediately.
- ☐ Do not go down to the water to watch the storm. Most people who are killed during hurricanes are caught in large waves, storm surges or flood waters.
- ☐ If the eye of the hurricane passes over, there will be a lull in the wind lasting from two or three minutes to half an hour. Stay in a safe place. Make emergency repairs only and remember that once the eye has passed over, the winds will return from the opposite direction with possibly even greater force.
- ☐ Listen for reports from authorities on your portable radio.
- ☐ If lightning is present, remember that you can use a cellular telephone during a severe storm, but it's not safe to use a land-line telephone.
- ☐ On a farm, depending on your location and available shelter, it may be better to leave livestock unsheltered. During Hurricane Andrew, some horses left outside suffered less injury then those placed in shelters. This was because some shelters did not withstand the high winds. Horses were injured by collapsing structures and flying objects that may have been avoided on the outside. For more information, view the publication Emergency Preparedness for Farm Animals.

Category 1
- Winds 119-153 km/h
- Some damage and power cuts

Category 2
- Winds 154-177 km/h
- Extensive damage

Category 3
- Winds 178-208 km/h
- Well-built homes suffer major damage

Category 4
- Winds 209-251 km/h
- Severe damage to well-built homes, trees blown over

Category 5
- Winds 252+ km/h
- Many buildings destroyed, major roads cut off

Severe Weather - Hurricanes

HURRICANE PREPAREDNESS TIPS

Before the Storm

Update Your Contact Info

Go online or call to make sure we have your correct contact information for faster service after the storm.

Review Your Emergency Plan

Review your plan with everyone in your household and make sure you all know the safest place in your home. Review where you'll go if there's an evacuation. Don't forget your pets.

Have a Hurricane Survival Kit

Have enough supplies to be self-sufficient for two weeks.

Here are some critical items to have on hand:
Non-perishable food, bottled water, prescription medicines, batteries, pet food, baby supplies, first-aid kit, battery powered flashlight and radio, can opener, fuel, emergency generator.

Keep Your Landscape Free of Debris

Remove threatening objects that can potentially become projectiles. Prune your plants and trim your trees, make sure there aren't any dead sections and check for signs of damage or disease.

After the Storm

Stay Safe

Stay away from downed power lines and avoid floodwaters. Use portable generators safely.

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Storm Surges

Storm surge can occur along all coastal areas of Canada. It can also occur in large lakes, such as the Great Lakes. A storm surge consists of very high waves and high water levels caused by wind and air pressure. It often results in coastal flooding. A storm surge can occur at any time of the year and can be particularly damaging in icy waters of winter.

Storm surges can happen quickly, without allowing much time for preparation. Residents, particularly those living in low-lying areas near the coastline, should prepare in advance

Preparing for a Storm Surge

- ☐ Check your house and land for any potential dangers related to flooding. Identify any vulnerability and repair it.
- ☐ Sandbags are a valuable tool to prevent water from entering your home. This approach requires specific instructions from your local emergency officials.
- ☐ Learn how to turn off the gas and electricity in your house. You may be instructed by local authorities to shut these off.
- ☐ If you live in an area that is subject to flooding, do not store your important documents in the basement. Keep them at a higher level, protected from flood damage.
- ☐ Ensure that your family has an emergency kit and plan.
- ☐ Ensure your emergency kit is portable, in a back-pack or suitcase with wheels.
- ☐ Your local chapter of St. John Ambulance can teach you first aid and CPR. Your local Red Cross can teach you survival techniques in the water through their swimming and boating courses.

If a Storm Surge is Forecast:

- ☐ Check supplies including medications, radio, flashlight and batteries.
- ☐ You may have to evacuate. Keep your emergency kit close at hand.
- ☐ Make sure the basement windows are closed.
- ☐ Fuel your car. If evacuation becomes necessary, it will be hard to stop for gas.

If you have any questions or need to know more about evacuation procedures, contact your local emergency management organization, or police or fire department.

During a Storm Surge:

- ☐ Stay inside where you are protected from the water. It's best to be on the downwind side of the house, away from windows.
- ☐ Monitor the storm's progress and listen for warnings or instructions from local officials.
- ☐ Before driving anywhere, listen carefully to rescue officials who will be coordinating evacuation plans.
- ☐ Do not drive through flood waters.
- ☐ Be aware of risks such as hypothermia from cold water or drowning from running water

Print (Winter Storm)

Winter Storm Preparedness

To get prepared for a Winter Storm, you should know the risks within our region. The following list of actions can be completed to get prepared and know what to do in the event of a winter storm

Before:

- ☐ Clean gutters, drains and downpipes.
- ☐ Make sure your roof is in good condition.
- ☐ Trim dead branches and/or cut down dead trees to reduce the danger of them falling onto your house during a winter storm.

When a winter storm is imminent an Emergency Email Notification will be issued by Kings County Regional Emergency Management Coordinator with recommendations on actions to take.

Environment Canada will issue weather warnings. Radio and local television stations will also broadcast Environment Canada weather statements.

Secure everything that may be blown around (such as lawn furniture and/or garbage cans) as they may injure people or damage property.

During a Winter Storm:

If you are indoors during a winter storm, stay away from windows, doors and fireplaces.

If indoors, use a cellular or cordless telephones as it is not safe to use corded telephones.

If a power outage occurs, do the following:

- ☐ Check your main electric panel and breaker. If you move a tripped switch to the “off” position and then to the “on” position, you may restore power.
- ☐ Turn off or unplug appliances or equipment. Sensitive equipment, electronics and appliances should be unplugged during an outage and re-plugged after power has been restored.
- ☐ Preserve heat, where possible. Close blinds or curtains and avoid opening doors to keep heat from escaping. Do not use outdoor barbeques, kerosene or camping heaters indoors as they emit carbon monoxide.

If you are advised by local officials to evacuate, do so immediately. Take your emergency kit with you.

If you are in a car, stop the car away from trees or power lines.

If you are in car and it gets stuck, do the following after calling for help:

- ☐ Remain inside the vehicle and open one window slightly on the sheltered side for fresh air.
- ☐ Run the engine for 10 minutes every half hour. Before running the engine, check the exhaust pipe to ensure that it is not blocked with snow, as carbon monoxide fumes do not have an odour.

Winter Storm Preparedness

Blizzards

Blizzards come in a wave of cold arctic air, bringing snow, bitter cold, high winds and low visibility due to blowing snow. Blizzards could last a few hours to several days. A wind chill warning may be issued when very cold temperatures (-35 degrees C or colder) combined with wind could create outdoor conditions hazardous to human activity.

A wind storm warning may also be issued when winds are expected to reach a steady speed of between 65–75 km/hr or 90–100 km/hr in gusts. Blizzards may leave heavy snowfall that can cause roof failures or collapses.

Blizzard Tips:

- ☐ If a blizzard or heavy blowing snow are forecast, you may want to string a safety line between your house and other structures in case you have to go to them during the storm.
- ☐ Stay indoors if possible. If you must go outside, dress for the weather. Outer clothing should be tightly woven and water-repellent. Jackets should have hoods. Wear mittens, as they are warmer than gloves and a hat, as a lot of body heat is lost through the head.
- ☐ Do not try to walk to another building unless there is a rope to guide you or something you can follow.
- ☐ If you must travel, do so during the day and let someone know your route and arrival time.

Ice Storms

Freezing rain occurs when raindrops fall from a warm layer of air into air that is below freezing and become supercool. When the super-cooled droplets strike a surface below 0˚C they freeze instantly, which forms a layer of ice.

Ice, branches or power lines can continue to break and fall for several hours after the end of the precipitation.

Ice Storm Tips:

- ☐ If you must go outside when a significant amount of ice has accumulated, pay attention to branches or wires that could break due to the weight of the ice and fall on you or your vehicle.
- ☐ Never approach power lines. A hanging power line may be charged (live) and you could be electrocuted. Stay back at least 10 metres from wires or anything in contact with them.
- ☐ When freezing rain is forecast, avoid driving if possible. Even a small amount of freezing rain can make roads very slippery. Wait several hours after freezing rain ends so that road maintenance crews have time to spread sand on icy roads.

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Winter Storm Preparedness

Winter Driving Safety Kit

☐ Blankets or sleeping bag

☐ Flashlight and Extra Batteries

☐ Battery Powered Radio

☐ Jumper or Booster Cables

☐ Emergency Flares

☐ Matches

☐ Extra Winter Clothing

☐ A Shovel and Rope

☐ Tow Chain

☐ Bottled Water And non-perishable high-energy foods

☐ First-Aid Kit, Meds and Pocket Knife

☐ Road Salt or Non-clumping Cat Litter for Traction

☐ Cell Phone and Car Charger

☐ Ice Scraper and Snow Brush

☐ Spare Tire, Tire Repair Kit/Pump

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Print (Floods)

Floods

Floods are the most frequent natural hazards in Canada, and the costliest in terms of property damage. Floods can occur in any region, in the countryside or in cities. In the past, floods have affected hundreds of thousands of Canadians. They can occur at any time of the year and are most often caused by heavy rainfall, rapid melting of a thick snow pack, ice jams, or more rarely, the failure of a natural or human-made dam.

Before a Flood

To reduce the likelihood of Flood Damage:

- ☐ Put weather protection sealant around basement windows and the base of ground-level doors.
- ☐ Install the drainage for downspouts a sufficient distance from your residence to ensure that water moves away from the building.
- ☐ Consider installing a sump pump and zero reverse flow valves in basement floor drains.
- ☐ Do not store your important documents in the basement. Keep them at a higher level, protected from flood damage

If a Flood is Forecast

- ☐ Turn off basement furnaces and the outside gas valve.
- ☐ Take special precautions to safeguard electrical, natural gas or propane heating equipment.
- ☐ If there is enough time, consult your electricity or fuel supplier for instructions on how to proceed.
- ☐ Shut off the electricity only if flooding has not yet begun and the area around the fuse box is completely dry. Stand to the side of the breaker panel and look away from the panel when switching the power off. Have a flashlight with you

If Flooding is Imminent

- ☐ Move furniture, electrical appliances and other belongings to floors above ground level.
- ☐ Remove toxic substances such as pesticides and insecticides from the flood area to prevent pollution.
- ☐ Remove toilet bowls and plug basement sewer drains and toilet connections with a wooden stopper.
- ☐ Disconnect eavestroughs if they are connected to the house sewer.
- ☐ In some cases, homes may be protected with sandbags or polyethylene barriers. Follow instructions from local emergency officials.
- ☐ Do NOT attempt to shut off electricity if any water is present. Water and live electrical wires can be lethal. Leave your home immediately and do not return until authorities indicate it is safe to do so.

Floods

During a Flood

Listen to the radio to find out what areas are affected, what roads are safe, where to go and what to do if the local emergency team asks you to leave your home

- ☐ Keep your emergency kit close at hand, in a portable container such as a duffel bag, backpack, or suitcase with wheels

If you need to Evacuate:

- ☐ Vacate your home when you are advised to do so by local emergency authorities. Ignoring such a warning could jeopardize the safety of your family or those who might eventually have to come to your rescue.
- ☐ Take your emergency kit with you.
- ☐ Follow the routes specified by officials. Don't take shortcuts. They could lead you to a blocked or dangerous area.
- ☐ Make arrangements for pets.
- ☐ Time permitting, leave a note informing others when you left and where you went. If you have a mailbox, leave the note there.

Never Cross a Flooded Area

- ☐ If you are on foot, fast water could sweep you away.
- ☐ If you are in a car, do not drive through flood waters or underpasses. The water may be deeper than it looks and your car could get stuck or swept away by fast water.
- ☐ Avoid crossing bridges if the water is high and flowing quickly.
- ☐ If you are caught in fast-rising waters and your car stalls, leave it and save yourself and your passengers.

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Floods

After a Flood

Re-entering Your Home:

- ☐ Do not return home until authorities have advised that it is safe to do so.
- ☐ If the main power switch was not turned off prior to flooding, do not re-enter your home until a qualified electrician has determined it is safe to do so.
- ☐ Use extreme caution when returning to your home after a flood.
- ☐ Appliances that may have been flooded pose a risk of shock or fire when turned on. Do not use any appliances, heating, pressure, or sewage system until electrical components have been thoroughly cleaned, dried, and inspected by a qualified electrician.
- ☐ The main electrical panel must be cleaned, dried, and tested by a qualified electrician to ensure that it is safe.
- ☐ Depending on where you live, your municipal or the provincial inspection authority is responsible for the permitting process required before your electric utility can reconnect power to your home.

Ensure Building Safety

- ☐ Make sure the building is structurally safe.
- ☐ Look for buckled walls or floors.
- ☐ Watch for holes in the floor, broken glass and other potentially dangerous debris.

Water

- ☐ Flood water can be heavily contaminated with sewage and other pollutants. It can cause sickness and infections.
- ☐ If your house has been flooded and you have a well, don't drink the water. Have it tested first.
- ☐ Household items that have been flood-damaged will have to be discarded according to local regulations.

Documentation

- ☐ Store all valuable papers that have been damaged in a freezer until needed. (After your cleanup, consult your lawyer to determine whether flood-damaged documents, or just the information in them, must be retained).
- ☐ Record details of flood damage by photograph or video, if possible.
- ☐ Register the amount of damage to your home with both your insurance agent and local municipality immediately.

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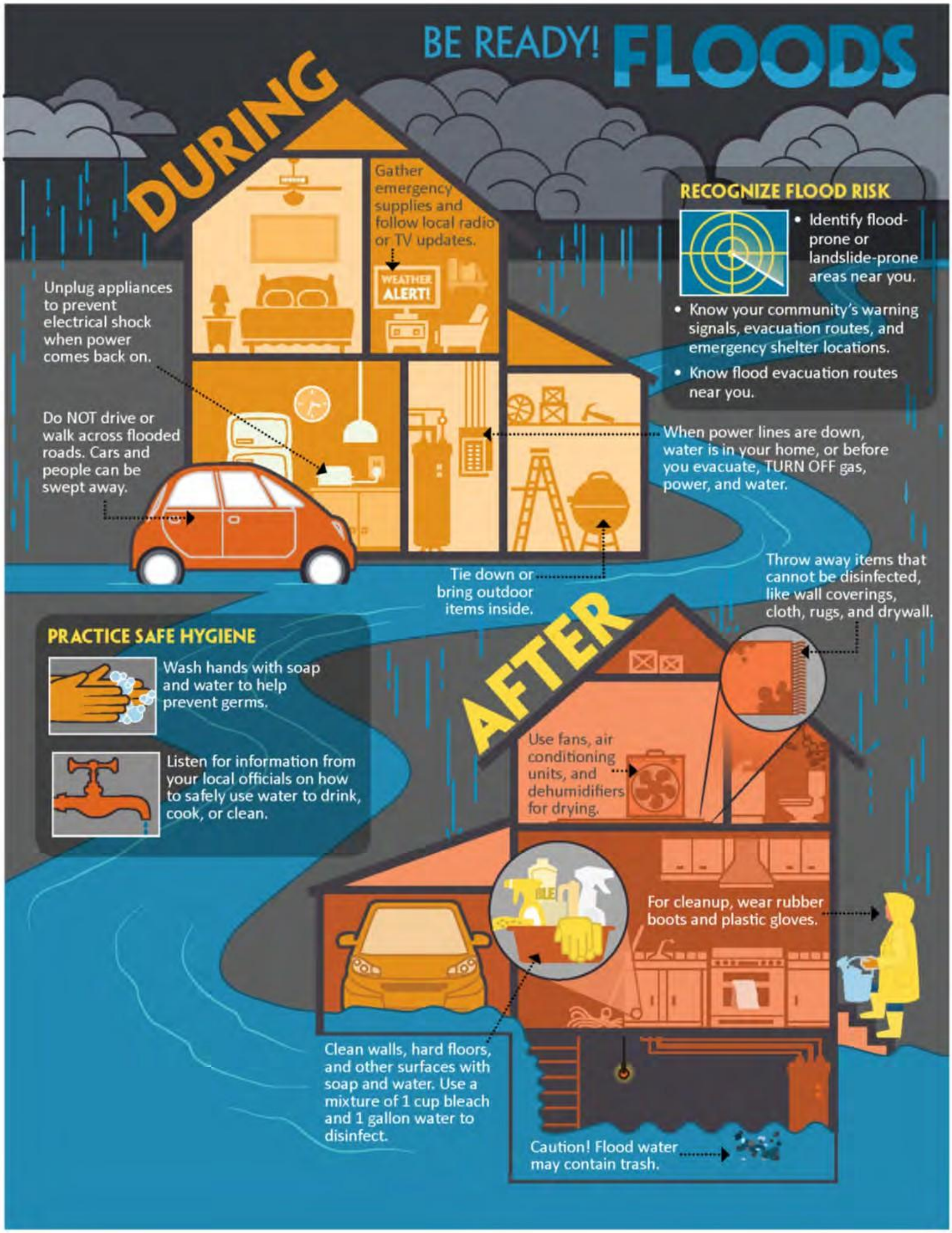
Floods



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Print (Wildfires)

Wildfires

How to Prepare for a Wildfire

If your residence is surrounded by brush, grassland or forest, follow these instructions to prepare your home and family for potential wildfires

- ☐ Prepare an emergency kit.
- ☐ Check for, and remove, fire hazards in and around your home, such as dried out branches, leaves and debris.
- ☐ Keep a good sprinkler in an accessible location.
- ☐ Learn fire safety techniques and teach them to members of your family.
- ☐ Have fire drills with your family on a regular basis.
- ☐ Maintain first-aid supplies to treat the injured until help arrives.
- ☐ Have an escape plan so that all members of the family know how to get out of the house quickly and safely.
- ☐ Have a emergency plan so family members can contact each other in case they are separated during an evacuation.
- ☐ Make sure all family members are familiar with the technique of "STOP, DROP, AND ROLL" in case of clothes catching on fire.
- ☐ Make sure every floor and all sleeping areas have smoke detectors.
- ☐ Consult with your local fire department about making your home fire-resistant.
- ☐ If you are on a farm/ranch, sheltering livestock may be the wrong thing to do because a wildfire could trap animals inside, causing them to burn alive. Leaving animals unsheltered is preferable, or if time and personal safety permits, evacuation away from the danger zone should be considered.

If You See a Wildfire Approaching Your Home

If you see a fire approaching your home or community, report it immediately by dialing 9-1-1. If it safe, and there is time before the fire arrives, you should take the following actions:

- ☐ Close all windows and doors in the house.
- ☐ Cover vents, windows, and other openings of the house with duct tape and/or precut pieces of plywood.
- ☐ Park your car, positioned forward out of the driveway. Keep car windows closed and have your valuables already packed in your car.
- ☐ Turn off propane or natural gas. Move any propane barbeques into the open, away from structures.
- ☐ Turn on the lights in the house, porch, garage and yard.
- ☐ Inside the house, move combustible materials such as light curtains and furniture away from the windows.
- ☐ Place a ladder to the roof in the front of the house.
- ☐ Put lawn sprinklers on the roof of the house and turn on the water.
- ☐ Move all combustibles away from the house, including firewood and lawn furniture.
- ☐ Evacuate your family and pets to a safe location.
- ☐ Stay tuned to your local radio station for up-to-date information on the fire and possible road closures.

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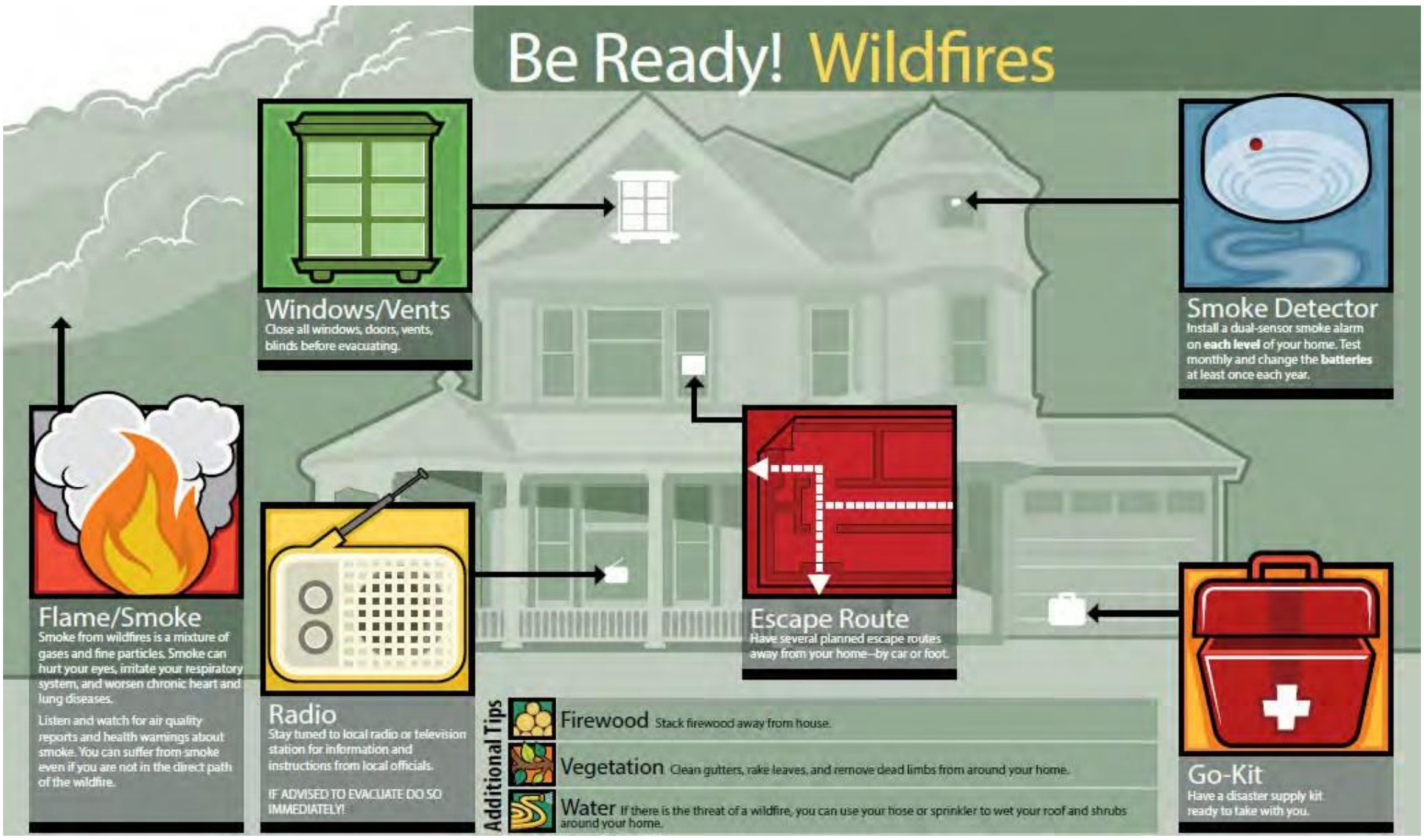
Wildfires

During a Wildfire

- ☐ Monitor local radio stations.
- ☐ Be prepared to evacuate at any time. If told to evacuate, do so.
- ☐ Keep all doors and windows closed in your home.
- ☐ Remove flammable drapes, curtains, awnings or other window coverings.
- ☐ Keep lights on to aid visibility in case smoke fills the house.
- ☐ If sufficient water is available, turn sprinklers on to wet the roof and any water-proof valuables



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Power Outages

In today's society, people have integrated power into every part of their daily lives. Prolonged power outages can severally compromise your ability to heat your home, cook and perform other necessary functions, if you are not prepared.

In most cases, power outages will be over almost as soon as they begin, but some can last much longer – up to days or even weeks. Power outages can be caused by freezing rain, sleet, and/or high winds which damage power lines and equipment. Extended periods of cold or hot weather can also overload the electric power system.

There are many challenges you may have to face during a power outage. It can leave you without heating, air conditioning, lighting, hot water, or even running water. It can result in cold, damp homes, severe living conditions and damage to walls, floors and plumbing. If you only have access to a cordless telephone in your home, you will also be left without that important service. If you don't have a battery powered or crank radio, you may have no way of monitoring news broadcasts.

It is important for you and your family to be prepared to cope on your own during a power outage for at least 72 hours. This can greatly lessen the impact of a power outage by taking the time to prepare in advance.

Precautions for Your Home

- ☐ Have an alternate heating source in your home that does not require an electric motor, electric fan, or some other electric device to function. This non-electric stove or heater must be adequately vented. Never connect two heating units to the same chimney flue at the same time.
- ☐ Clean your chimney every fall in preparation for use to eliminate creosote buildup which could ignite & cause a chimney fire in wood burning fireplaces.
- ☐ If the alternate heating unit uses regular house oil or gas supply, have a certified technician install shut-off valves.
- ☐ If you are considering an emergency generator for your home, check with dealers or manufacturers for the power requirements and proper operating procedures for your furnace, appliances and lighting fixtures

People with Disabilities or Those Requiring Special Assistance

Consider how you may be affected during a power outage, including:

- ☐ Your evacuation route - without elevator service (if applicable).
- ☐ Backup power supply for essential medical equipment.
- ☐ Keeping a flashlight and a cellular telephone on hand to signal for help.
- ☐ Establishing a self-help network to assist and check on you during an emergency.
- ☐ Enrolling in a medical alert program that will signal for help if you are immobilized.
- ☐ Keeping a list of facilities that provide life-sustaining equipment or treatment.
- ☐ Maintaining a list of medical conditions and treatment.

Nova Scotia POWER An Emera Company

Power Outages

During a Power Outage

- ☐ When the power goes out, check to see whether only your house has been affected. If your neighbour's power is still on, check your own circuit breakers panel or fuse box.
- ☐ If the problem is not a breaker or a fuse, check the service wires leading to your home. If they are damaged or on the ground, stay at least 10 meters away and notify your electric company. Keep the number along with other emergency numbers near your telephone.
- ☐ If the power is out in the neighbourhood, notify your electric company.
- ☐ Turn off all tools, appliances and electronic equipment, and turn down all thermostats for the homes heating system to minimize to prevent damage from a power surge when power is restored. This also reduces the load on the electrical system and will allow it to be more easily restored.
- ☐ Turn off all lights, except one inside and one outside, so that both you and hydro crews know that power has been restored.
- ☐ Don't open your freezer or fridge unless it is absolutely necessary. A full freezer will keep food frozen for 24 to 36 hours - if the door remains closed.
- ☐ Never use charcoal or gas barbecues, camping heating equipment, or home generators indoors as they give off carbon monoxide.
  REMEMBER: because you can't smell or see it, carbon monoxide is life-threatening and can cause health problems.
- ☐ Use proper candle holders and never leave lit candles unattended. Keep candles out of the reach of children. Always extinguish candles before going to bed.
- ☐ Listen to your battery powered or wind up radio for information on the power outage and advice from local authorities.

Power Outage Tips

- ☐ Ensure that your home has a working carbon monoxide detector. If it is hard wired to the electrical supply in your home, make sure it has a battery powered backup.
- ☐ Protect sensitive electrical appliances such as televisions, DVD players, computers, with surge protecting power bars.
- ☐ Install a land line and have a corded telephone in your home. Most cordless telephones will not work during a power outage

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Power Outages

If You Have to Evacuate

Evacuation is more likely during winter months, when plummeting temperatures can make a home inhabitable. Although properties can be damaged by low temperatures, the major threat is to the plumbing system. If a standby heating system is used, check to see that no part of the plumbing system can freeze.

If your home must be evacuated, protect it by taking the following precautions:

- ☐ Turn off the main breaker or switch of the circuit breaker panel or power supply box.
- ☐ Turn off the water main where it enters the home. Protect the valve, inlet pipe, and meter or pump with blankets or insulation material.
- ☐ Drain all water from your plumbing system. Starting at the top of the home, open all taps, and flush toilets several times. Go to the basement and open the drain valve. Drain your hot water tank by attaching a hose to the tank drain valve and running it to the basement floor drain.
  NOTE: If you drain a gas fired water tank, the pilot light should be turned out—call your local gas supplier to re-light it.
- ☐ Unhook washing machine hoses and drain.
- ☐ Do not worry about small amounts of water trapped in horizontal pipes
- ☐ Add a small amount of glycol or anti-freeze to water left in the toilet bowl, and the sink and bathtub traps.
- ☐ If your home is protected from groundwater by a sump pump, clear valuables from the basement floor in case of flooding

After the Power Returns

- ☐ Never enter a flooded basement unless you are certain the power is disconnected.
- ☐ Do not use flooded appliances, electrical outlets, switch boxes or fuse breaker panels until they have been checked and cleaned by a qualified technician.
- ☐ Replace the furnace flue (if removed) and turn off the fuel to the standby heating unit.
- ☐ Switch on the main electric switch (before, check to ensure appliances, electric heaters, televisions, microwaves, computers, etc. were unplugged to prevent damage from a power surge).
- ☐ Give the electrical system a chance to stabilize before re-connecting tools and appliances. Turn the heating system thermostats up first, followed in a couple of minutes by reconnection of the fridge and freezer. Wait 10 to 15 minutes before reconnecting all other tools and appliances.
- ☐ Close the drain valve in the basement.
- ☐ Turn on the water supply. Close lowest valves/taps first and allow air to escape from upper taps.
- ☐ Make sure that the hot water heater is filled before turning on the power.
- ☐ Check food supplies in refrigerators, freezers and cupboards for signs of spoilage. When food begins to defrost (usually after two days), it should be cooked; otherwise it should be thrown out.
- ☐ Reset all clocks, automatic timers, and alarms.
- ☐ Restock your Emergency Kit so the supplies will be there when needed again

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Emergency Kits

Household Emergency Kit

- ☐ Water (six litres per person). Include small bottles that can be carried easily in the event of an evacuation order.
- ☐ Food that won't spoil such as canned food, energy bars and dried foods. (Remember to replace food and water once a year.)
- ☐ Manual can opener.
- ☐ Crank or battery-powered flashlight (and extra batteries).
- ☐ Crank or battery-powered radio (and extra batteries).
- ☐ First aid kit.
- ☐ Extra keys for your house and car.
- ☐ Some cash in smaller bills.
- ☐ Copies of your emergency plan, important documents and contact information
- ☐ Special items such as prescription medications, infant formula, or equipment for people with disabilities. (Remember to replace medication once a year.)
- ☐ Vehicle emergency kit
- ☐ Water (in plastic bottles so they won't break if frozen)
- ☐ Food that won't spoil
- ☐ Blanket
- ☐ Extra clothing and shoes
- ☐ First aid kit (with seatbelt cutter)
- ☐ Copy of your emergency plan and documents
- ☐ Small shovel, scraper and snowbrush
- ☐ Candle in a deep can and matches
- ☐ Wind-up flashlight
- ☐ Whistle (in case you need to attract attention)
- ☐ Roadmaps

Keep the following items in your trunk:

- ☐ Sand, salt or non-clumping kitty litter
- ☐ Tow rope
- ☐ Fire extinguisher
- ☐ Antifreeze/windshield wiper fluid
- ☐ Jumper cables
- ☐ Warning light or road flares

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Print (Emergency Contact) Clear Form

Family Emergency Contact

Each family member and out-of-area contact should have a copy of all contact numbers. For out-of-area contacts, choose family or friends that everyone can reach in an emergency. A friend or relative who lives in another part of your community should also be listed and may be used as a contact and/or evacuation location.

HOUSEHOLD MEMBER 1
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

CONTACT 1
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

HOUSEHOLD MEMBER 2
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

CONTACT 2
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

HOUSEHOLD MEMBER 3
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

CONTACT 3
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

HOUSEHOLD MEMBER 4
Name: _____
Work/School: _____
Address: _____
Work: _____
Cell: _____
Email: _____

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Print (Family Comm Plan) Clear Form

Write your family's name above

Family Emergency Communication Plan

HOUSEHOLD INFORMATION

Home #: .....

Address: .....

Name: .....Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

Name: .....Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information .....

Name: .....Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

Name: .....Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

SCHOOL, CHILDCARE , CAREGIVER, AND WORKPLACE EMERGENCY PLANS

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: .....Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: .....Website: .....

Emergency Plan/Pick-Up: .....

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IN CASE OF EMERGENCY (ICE) CONTACT

Name: ..... Mobile #: .....

Home #: ..... Email: .....

Address: .....

OUT-OF-TOWN CONTACT

Name: ..... Mobile #: .....

Home #: ..... Email: .....

Address: .....

EMERGENCY MEETING PLACES

Indoor: .....

Instructions: .....

.....

Neighborhood: .....

Instructions: .....

.....

Out-of-Neighborhood: .....

Address: .....

Instructions: .....

.....

Out-of-Town: .....

Address: .....

Instructions: .....

.....

IMPORTANT NUMBERS OR INFORMATION

Police: .....Dial 911 or #: .....

Fire: .....Dial 911 or #: .....

Poison Control: ..... #: .....

Doctor: ..... #: .....

Doctor: ..... #: .....

Pediatrician: ..... #: .....

Dentist: ..... #: .....

Medical Insurance: ..... #: .....

Policy #: .....

Medical Insurance: ..... #: .....

Policy #: .....

Hospital/Clinic: ..... #: .....

Pharmacy: ..... #: .....

Homeowner/Rental Insurance: ..... #: .....

Policy #: .....

Flood Insurance: ..... #: .....

Policy #: .....

Veterinarian: ..... #: .....

Kennel: ..... #: .....

Electric Company: ..... #: .....

Gas Company: ..... #: .....

Water Company: ..... #: .....

Alternate/Accessible Transportation: ..... #: .....

Other: .....

Other: .....

Resources

National

- ❑ **Public Safety Canada – Get Prepared**
  https://www.getprepared.gc.ca/index-en.aspx
  - Pocket Guide to Emergencies
  - Create a Family Emergency Plan
  - Assemble a Basic Emergency Kit
  - Pets & Service Animals – Preparing for Emergencies

- ❑ **Canadian Lightning Danger Map - Atlantic**
  https://weather.gc.ca/lightning/index_e.html?id=ATL#mapTop

- ❑ **Canadian Hurricane Centre (CHC)**
  https://www.ec.gc.ca/ouragans-hurricanes/

Provincial

- ❑ **Nova Scotia Emergency Management Office (EMO NS)**
  Toll-free 24-hour line: 1-866-424-5620
  www.gov.ns.ca/emo

- ❑ **Nova Scotia Power – Outage Centre**
  1-877-428-6004
  http://outagemap.nspower.ca/external/default.html (Outage Map)

- ❑ **Nova Scotia Transportation Infrastructure Renewal (TIR)**
  511 – Road Conditions
  http://511.novascotia.ca/en/index.html

- ❑ **Nova Scotia Poison Control Centre**
  Toll-free 1-800-565-8161
  Local: 902-428-8161

Resources

Regional / Municipal

- ❑ **Canadian Red Cross**
  http://www.redcross.ca/

- ❑ **Emergency Preparedness**
  Regional Emergency Management Coordinator
  bsnell@digbymun.ca 902-245-6252

Comfort / Reception / Evacuation Centres

Digby Regional Emergency Management Organization (REMO) collaborates with the Canadian Red Cross in providing a coordinated response in the event of an emergency. An integral aspect of the emergency capability is the provision of short-term accommodations in situations where individuals or groups are unable to obtain temporary shelter.

Comfort Centre

Primarily for residents to remain in their own homes but either (a) lack basic services such as electricity, heat, water etc, or (b) have special needs. Centres are open for a limited time (during the day) to provide: basic hygiene amenities, access to basic supplies such as water or light meals, access to information, peer or professional support (e.g., emotional support, referrals to government services).

Reception Centre

In an evacuation situation, residents can access a reception centre for immediate refuge and to assess their situation and make temporary plans. Provincial services might be deployed on-site to register and account for persons, assess immediate needs, and offer some basic services. Generally, the centre is not open overnight and does not provide sleeping accommodations.

Evacuation Centre

When sufficient residents are displaced from their homes for an extended period and no other source of temporary housing can be confirmed, an evacuation centre may be established. The facility operates 24/7 and forms a temporary home for evacuees, therefore there are more amenties required related to washrooms, feeding, persons with special needs, etc.

Comfort / Reception / Evacuation Centres

Standards required

Comfort Centre

- The capacity to accommodate up to 50 people
- Accessible washrooms
- Potable water
- Basic kitchen amenities for the storage and/or heating of food and beverages
- Heating for the primary accommodations area: place of assembly
- Kitchen, and washrooms
- refrigeration for the storage of food and/or medical supplies
- wheelchair access to the building
- tables and chairs

Evacuation Centre

(The minimum standards as per a comfort centre but with the addition of the following):

- Emergency power back-up systems (i.e., generator hook-up capacity and the electrical system appropriate to the size of the facility)
- kitchen amenities with the capacity for food preparation (i.e., cooking)
- freezer and secure storage (i.e., locked room or cupboards) for food storage
- dishwasher
- security lockers (or equivalent such as a safe, safety box etc) for the safe storage of medical supplies
- basic laundry amenities
- an elevator in buildings of more than one storey (if the second or additional floors are deemed to be part of the emergency centre)
- exterior lighting
- facility signage and civic address clearly visible
- public parking
- advanced first aid equipment and supplies
- adaptive devices for persons with special needs (i.e., visually impaired, hearing impaired, wheelchair/ambulatory aids)

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