

Emergency Plan – Appendix T-1 Township of Asphodel-Norwood Emergency Awareness Guide

1. Public education is the premier information as a way to inform families on how to prepare themselves for emergencies, as well as helping others.
2. Emergency preparedness is everyone's responsibility.
3. Through significant events, we've been able to go from lessons observed and learned, to lessons applied including:
 - a. Wellness checks as part of emergency response efforts
 - b. Increasing provincial level communications strength to better support Ontario municipalities impacted by disasters
 - c. Inviting third party stakeholders and critical infrastructure partners like the Electrical Safety Authority, the Technical Standards and Safety Authority and hydro to assist with coordinating an appropriate response during an emergency
 - d. Building our capacity as an organization to be able to deal with emergencies through training additional staff to support the Provincial Emergency Operations Centre (PEOC)
 - e. The development of a new national public alerting system that will broadcast potential life-saving public alerts via radio and television to inform the public how to protect themselves in significant events
 - f. Developing an internal supply chain management program and logistics unit.
4. The Township of Asphodel-Norwood promotes a "me-to-we" preparedness approach in support of Emergency Preparedness.
 - a. It is based on Ontario families looking out for one another and helping others prepare for, and cope with, emergencies.
 - b. Special emphasis is being put on preparedness for people who live in high rise and multi-unit dwellings. Vulnerable Ontarians, the elderly and those with special needs could face additional challenges during emergencies.

5. Know the risks and let's reduce them together by
 - a. **Making a Plan:** Know where to go, how to get in touch with family and friends and be sure to check on others.
 - b. **Building a Kit:** Keep items such as at least a three-day supply of water, non-perishable food, radio, prescription medication and a flashlight in a bag in your home.
 - c. **Staying Informed:** Familiarize yourself with the disaster risks in your area and sign up to receive alerts and warnings.
6. Visit www.ontario.ca/beprepared for more information.
7. And don't forget about your pet; your family's emergency plan should include all of your family members

What is a Community Emergency Management Coordinator (CEMC)?

1. Through Ontario legislation, every municipality must designate an employee or member of council as its Emergency Management Program Co-coordinator (CEMC).
2. Municipalities may also appoint Alternate CEMCs.
3. The CEMC completes the required training and co-ordinates the development and implementation of the municipality's emergency management program combined with the programs of other municipalities
4. Ontario ministries and organizations that are involved in emergency management, reporting annually on progress made.
5. Emergency management programs include emergency response plans that are available to the public and public education.
6. There is a whole group of people ready to support the municipality in an emergency. Contact your CEMC with any questions you have or for further information.
7. The CEMC for the Township of Asphodel-Norwood is:
 - a. Darryl Payne
Cell #: 705 761 0407 Office #: 705 639 5412
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Emergencies – Do you know what to do?

1. Emergency Management has 4 stages Mitigation/Prevention, Preparedness, Recovery, and Response.
2. Responsibility for prevention and being prepared for emergencies begins with Individuals, and includes local / municipal, provincial and federal governments.
3. Each level of responsibility should identify potential hazards in their own community and reduce their risk in every way possible.
4. Individuals should be self-reliant for 72 hours / 3 days.
 - a. You may be required to shelter in place. Protecting yourself begins at home before an emergency strike.
 - b. You should also be prepared to evacuate your property if required. Protect your property with adequate insurance.
 - c. Due to privacy legislation, it is extremely difficult for the municipality to obtain information on people who may require accommodated services and extra assistance in a disaster.
 - d. People with special needs and / or seniors requiring aid should contact the municipality.
5. Municipalities have programs which include an emergency response plan assigning role to Council and staff to provide a coordinated response and to work through recovery.
6. Information is available to the public municipally, provincially and federally. We strive for disaster resilient communities!
7. The Office of the Fire Marshal and Emergency Management has a lot of great information on their website. Here are some tips on what to do in emergencies:

A. Wind Storms / Tornadoes

Indoors – move to basement or underground shelter or center of an interior room on the lowest level away from corners, windows, doors and outside walls. Protect your head with your arms or table. Do not open windows.

Outdoors – immediately move to a low, flat location (ditch) and lay flat, watch for flying debris. Do not get under a bridge or overpass.

B. Thunderstorms / Lightning

1. Thunderstorms are accompanied by lightning and may produce damaging weather such as tornadoes, hail, high winds and heavy rain.
2. In Canada, lightning kills on average 9 to 10 people and seriously injures 92 to 164 people a year. If you hear thunder, then lightning is close enough to be dangerous.

Indoors – stay indoors at least 30 minutes after last thunder, stay away from windows, skylights and doors, stay away from running water and plumbing. Do not take showers or baths during thunderstorms.

Outdoors – Move immediately to shelter, a well-constructed, enclosed building. Small, open structures do not provide protection from lightning. Avoid water, high ground, isolated trees, picnic shelters and powerlines. There isn't a place outside that is safe during a thunderstorm. Make every effort to get into a solid shelter or metal-topped vehicle. If neither is available, find a low-lying area away from tall, pointy, isolated objects, crouch down and put your feet together. Do not lie down. Cover your ears to reduce the threat of hearing damage from thunder.

C. Floods

Indoors – Listen to the radio for direction, move yourselves and essential items to upper floors. Before water enters, if safe to do so, unplug electrical appliance and turn off main power if directed to do so. Do not touch electrical equipment if wet or standing in water. Do not eat contaminated food.

Outdoors – Move to higher ground, keep children away from flood waters, do not walk or drive through moving water. Use a stick to check ground ahead of you if you must cross standing water.

D. Power Outages

1. The Office of the Fire Marshal and Emergency Management offers the following fire safety tips if power outages occur during a flood.
 - a. To reduce fire risk, use flashlights, glow sticks, or battery-operated lanterns instead of candles.
 - b. If using candles, place them in a secure holder and cover with a glass chimney, away from children and pets.
 - c. Make sure electric stove elements and small appliances are OFF or unplugged to prevent fires from occurring when the electricity is restored.
 - d. Propane and charcoal barbecues are for outdoor use only. Do not bring them inside.
 - e. Make sure your home has battery-operated smoke alarms and carbon monoxide alarms. Electrically-connected smoke alarms and carbon monoxide alarms will not work when the power is out unless they have battery back-ups.
 - f. Portable generators should only be used outdoors and carefully located to ensure that exhaust fumes do not enter the home.

E. Winter Storms

1. Winter storms can be treacherous and damaging.
2. They can disrupt power supply and transportation and create home and personal safety issues.
3. Bitter cold and winter storms kill more people than the number of Canadians killed by tornadoes, thunderstorms, lightning, floods and hurricanes combined.

Indoors - Listen to the radio / media for weather reports and direction, stay indoors. If you must go outside, dress appropriately layering warm clothing and covering all exposed skin with winter clothing. If able, keep water running a trickle to prevent pipes from freezing.

Outdoors – Avoid overexertion when shoveling snow, take frequent breaks. Dress in several layers of lightweight clothing. Wear mittens and a hat that covers your ears, waterproof, insulated boots to keep your feet warm and dry and to maintain your footing in ice and snow. Regularly check for frostbite. Indicators include numbness or white areas on your face and extremities (ears, nose, cheeks, hands and feet in particular). Bring pets/companion animals inside during winter weather. Move other animals or livestock to sheltered areas with non-frozen drinking water.

F. Earthquakes

Earthquakes in Ontario are rare but not unexpected.

Indoors - Drop to the ground. Take cover by getting under a sturdy table or other piece of furniture. Hold on until the shaking stops. If there is not a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building. Stay away from windows. Stay indoors until the shaking stops. If you must leave the building after the shaking stops, use stairs rather than an elevator. Fire alarms and sprinkler systems frequently go off, even if there is no fire.

Outdoors – Find a clear spot (away from buildings, power lines, trees, streetlights) and drop to the ground. Stay there until the ground stops shaking. If you are near unstable slopes or cliffs, watch out for falling rocks and other debris.

G. Pandemics / Health Risks

1. Pandemic refers to an infectious disease that spreads throughout the global population. This differs from an epidemic. While just as serious, an epidemic is usually contained within a region or country.
2. Historically, pandemics have centered on a new strain of influenza.
3. Avoid public places whenever possible.
4. Follow instructions from the health unit.
5. Seek medical assistance.

Generally – wash your hands often with soap and water for about 15 seconds before and after eating, in public places, after using washrooms, after coughing and sneezing and after touching surfaces that other people also touch.

What can I do now? Take this list and take a first step to improving your emergency plan.

A. Wind Storms / Tornadoes

1. Designate a safe room in your home where household members and pets may gather during a tornado; a basement, storm cellar or interior room on the lowest floor with no windows.
2. Remove dead or rotting trees and branches that could fall and cause injury or damage.

B. Thunder Storms / Lightning

1. Designate a safe place in your home away from windows, skylights and glass doors for household members to gather during a severe storm.
2. Remove existing rotting trees and branches that could fall and cause injury or damage during a severe thunderstorm.
3. Make a list of items to secure or bring inside during a storm such as garbage cans and lawn furniture.
4. Use a surge protector (a special safety plug unit available in stores) to protect electrical items throughout your home. This will automatically shut down the electricity if lightning strikes, to prevent fires and damage to individual household items.

C. Power Outages

1. Unplug computers and appliances to prevent damage from power surges.
2. Leave one light on inside and outside of your home so that you and utility crews will know the power is back on.
3. Stay clear of downed power lines. Never use charcoal or gas barbecues, camping heating equipment, or home generators indoors. They give off carbon monoxide. Because you can't smell or see it, carbon monoxide can cause health problems and is life-threatening.

D. Winter Storms

1. Add additional items to your emergency survival kit such as; extra warm clothes or blankets.
2. Winterize your home to retain heat by insulating walls and attics, caulking or weather-stripping doors and windows, and installing storm windows or covering windows with plastic.
3. Maintain heating equipment and chimneys by having them cleaned and inspected once a year.

E. Earthquakes

1. Designate safe places in each room of your home, workplace and/or school.
2. A safe place could be under a piece of sturdy furniture or against an interior wall away from windows, bookcases or tall furniture that could fall on you.
3. Practice drop, cover and hold with your entire household.
4. Bolt bookcases, china cabinets and other tall furniture to wall studs.
5. Hang heavy items such as pictures and mirrors away from beds, couches and places where people sleep or sit.
6. Brace overhead light fixtures.

F. Pandemics / Health Risks

1. You can prepare now against a potential pandemic by practicing good health habits, including eating well, drinking lots of water, exercising on a regular basis and getting plenty of rest.
2. Ask your health care provider about getting a seasonal flu shot. An annual flu shot is one of the most effective ways to prevent catching or spreading the flu virus.

3. Consider adding additional items to your emergency survival kit and everyday supplies:
 - a. Alcohol-based hand sanitizer containing between 60 and 90 per cent alcohol
 - b. Medicine for headache, cough, and fever (consult with your pharmacist for advice if you buy over-the counter medicine)
 - c. At least a 3-day supply of prescription medication and necessary health products
 - 1) Diabetic supplies
 - 2) Thermometer
 - 3) Anti-diarrheal medication
 - 4) Beverages with electrolytes

Weather Trends in Southern Ontario

1. Peterborough County is an area that experiences four full seasons of weather. The winters can be cold and snowy, the summers, hot and humid, and the transition seasons of spring and fall can bring a messy mix of many weather types.
2. Severe weather is no stranger to the County as well. During the winter months large scale storms can bring bouts of wind, snow, freezing rain and ice pellets. While during the summer months, strong thunderstorms can produce bursts of damaging wind, large hail, flooding rains and tornadoes.
3. Work is continuing on a number of fronts to better understand what types of weather challenges Southern Ontario will face in the coming decades.
4. Climate experts expect more frequent and long-lived heat waves during the summer months.
5. Research has also indicated that there could be longer periods of drought conditions during the summer punctuated by bursts of intense rainfall causing flash flooding.
6. During the winter months, the snow season is expected to become shorter with the first snowfalls happening later in the fall and the last snowfalls occurring earlier in the spring. However, even with a shorter snow -season, occasional large-scale winter storms will occur providing significant snowfalls.

7. There will also likely be an enhanced possibility of notable freezing rain events in slightly warmer winters of the future.
8. When it comes to other types of weather like damaging summer windstorms, large hail events or tornadoes, more work is required to better understand past trends before future ones can be determined.
9. Given the recent cold winter and cold start to spring, it may be hard to imagine that the summer severe weather season is around the corner. However, warmer weather will be here soon and with it will come the threat of strong thunderstorms.
10. The summer severe weather season in southern Ontario normally begins in late April and continues into early October.
11. Severe thunderstorms can produce swaths of damage due to wind gusts in excess of 90 km/h, large hail, intense bursts of rain and tornadoes.
12. Since summer storms can develop and move rapidly, it is always a good idea to keep a close eye on the latest forecasts, watches and warnings from Environment Canada at the website <http://weather.gc.ca>.
13. A weather radio is another good way to stay on top of the weather. These special radio receivers broadcast weather information 24/7 and can provide a piercing tone alert when severe weather threatens. More information on the weather radio network can be found at <http://www.ec.gc.ca/weatheradio>
14. Environment Canada's watch and warning program in the summer is geared towards the storms most likely to cause significant damage. However, any thunderstorm is dangerous because of the lightning it possesses.
15. It is important to follow the Lightning Safety Rule which says "When Thunder Roars, Go Indoors" and remain in the shelter you have found for a full 30 minutes after the last rumble of thunder to ensure the storm has moved well away from your location.
16. More lightning safety tips can be found at <http://www.ec.gc.ca/foudre-lightning>

Do you have what you need to survive 72 hours?

1. A very important part of preparing for an emergency is ensuring you and your family have everything you need to survive in a readily accessible kit in case of evacuation, or even in the event that you are stranded without electricity, water, or other necessities.
2. In the event of a natural disaster or similar emergency, families should be prepared to go without assistance for up to 72 hours.
3. The best way to prepare for this possibility is to take the time beforehand to store food, water and other supplies you and your family may need in case of an emergency.
4. These should be packed in a sturdy and easily transported bag, like a backpack, duffel bag or even a small luggage bag on heavy-duty wheels.
5. A 72-hour emergency kit should contain:
 - a. Two liters of bottled drinking water and two liters of washing water for each person and pet, per day. The water should be replaced every year to ensure it is still safe to use.
 - b. Food should also be packed, with small, lightweight items that do not require cooking, refrigeration or added water being the best choices.
 - c. A manual can opener
 - d. Flashlight with extra batteries
 - e. Crank powered radio
 - f. First Aid Kit
 - g. Any required medications,
 - h. Photocopies of all important documents
 - i. Cash in small bills
 - j. The emergency plan that you and your family have drafted
 - k. Extra house keys
 - l. Personal hygiene items
 - m. Toilet paper
 - n. Warm blankets
 - o. Changes of clothing for each family member
 - p. Pet food and medication
 - q. A whistle: to get the attention of authorities are good additions to the kit.
6. The Canadian Red Cross at 565 Water Street, in Peterborough sells pre-packaged emergency kits starting at \$76.50 including tax for a small family as well.

7. In the event that you and your family face an emergency on the road, it is also prudent to prepare a kit to keep inside your vehicle.
8. This should include everything in the 72-hour emergency kit, as well as a compact shovel and ice scraper, road maps, road flares, work gloves, sand, salt or kitty litter, de-ice, windshield washer, bungee cords or rope, and jumper cables.

In Case of Emergency (ICE)

1. No one likes to think about the possibility of being seriously injured in an accident, but take a moment to consider what might happen if you're rendered unconscious by an accident or other disaster.
 - a. How would authorities or emergency personnel notify your loved ones?
 - b. Because of this difficulty in locating family members of victims, the ICE idea was born.
2. The ICE concept is simple –simply program your cellular phone memory with the acronym ICE (“in case of emergency”) followed by names and phone numbers of those whom you would wish to be notified in case of emergency.
 - a. For example, “ICE-1 – John Smith” as a saved contact entry in your phone would alert emergency response personnel to contact Mr. Smith at the number listed.
 - b. You can program as many numbers as you like using ICE-2, ICE-3 etc... so that your emergency contact person's office and / or cellular phone numbers are also recorded.
3. Launched in the U.K. 10 years ago, ICE was the idea of an East Anglian Ambulance Service paramedic. The idea has been promoted in a nationwide campaign in the U.K. and is gaining popularity in the U.S., Canada and other countries.
4. Programming your cell phone takes only minutes to accomplish, yet it may save you and your loved one's hours of anguish in the event of an emergency. Rapid access to your next of kin, who will be able to provide your medical history and any background information needed, can also enhance the success of your emergency treatment.
5. By adopting the “ICE advice” your cell phone may help emergency services and hospital staff to quickly contact a relative or friend – which could be vital in a life-or-death situation.

Having an Emergency Plan is a Huge Advantage!

1. Red Alert and other notification and warning systems may provide advance warning of an emergency but emergencies can occur quickly as well.
2. Family members may be in various locations, at work, at school, on vacation when disaster strikes.
3. Know the risks, make a plan and make a kit.
4. Everyone will be calmer and safer when they have a plan to follow.
5. Update your plan with changes and review the plan at least annually.
6. Help your friends, relatives and neighbors develop their plans. Having an Emergency Plan can be a huge advantage!
7. Use social media to keep in touch and receive emergency updates.
8. Keep in mind the source of the information. While valuable information can be provided, rumors can also run rampant.
9. Rely on information from trusted sources such as municipalities, provincial agencies and emergency services like the OPP.
10. To prepare, download useful emergency apps to your mobile devices.
11. Use the free tool provided by the Office of the Fire Marshal and Emergency Management (OFMEM) to create and / or update your personalized Emergency Plan.

<https://bepreparedemergencymanagementontario.ca/myplan/orbyPublicSafetyCanada>

<https://www.getprepared.gc.ca/cnt/plns/plan/mrgnc-plnen.aspx>
12. This is a great family or school project.
13. Everyone in your family and caregivers should know the plan. If you live alone, involve your neighbors, friends, nearby relatives or community organizations.

Emergency Plans Should Include

A. Emergency Numbers and Communication Plans

1. Keep a list of important numbers posted in a common area of your home
 - a. Include day cares
 - b. Schools
 - c. Workplaces
 - d. Doctors
 - e. Hydro
 - f. Insurance
 - g. Company emergency numbers
 - h. Account numbers
2. Keep your own information current with daycares, schools and workplaces
3. Keep a written list and include a copy in children's backpacks, in your vehicles and at work.
4. Plan how you will communicate – text messages, email or phone.
 - a. Texts often get through when a call may not
5. Ask someone outside your area that would not likely be affected by the emergency to be a contact person.
 - b. Have everyone memorize their contact information. This person can keep track of each person's whereabouts and situation.
6. Have an alternate contact in case this person is unavailable.

B. Meeting Places

1. Plan for a meeting place nearby your home such as a library and further away such as a nearby friend or relative.
2. Include these in your plan.

C. Access Information

1. Be aware of local media stations
 - a. Listen for information from authorities.

- b. Local officials may advise you to stay where you are to shelter-in-place or to evacuate.
 - c. Please evacuate when asked so that you don't endanger yourselves or emergency workers / volunteers.
2. Keep copies of important documents in your emergency kit and in an outside location such as a safety deposit box.

D. Evacuation:

1. Authorities will not ask you to leave your home unless they have reason to believe you are in danger.
2. Take your emergency kit, essential medications, medical aids, copies of prescriptions, a portable radio and a cellular phone, if you have one.
3. If you have time, call or e-mail your out-of-town contact
 - a. Tell them where you are going and when you expect to arrive.
 - b. Once you are safe, let them know.
4. Tell them if any family members have become separated.
5. Leave a note telling others when you left and where you are.
6. Shut off water and electricity if officials tell you to.
7. Leave natural gas service 'on' unless officials tell you to turn it off. (If you turn off the gas, the gas company has to reconnect it.
 - a. In a major emergency, it could take weeks for a professional to respond. You would be without gas for heating and cooking).
8. Take pets with you.
9. Lock your home

E. Shelter-in-place

1. If you are advised by local officials to 'shelter-in-place', you must remain inside your home or office and protect yourself there.
2. If applicable, to maximize your protection close and lock all windows and exterior doors, turn off all fans, heating and air conditioning systems, close the fireplace damper, get your emergency kit and make sure the radio is working.

3. Go to an interior room that's above ground level (if possible, one without windows)
 - a. In the case of a chemical threat, an above-ground location is preferable because some chemicals are heavier than air and may seep into basements even if the windows are closed.
 - b. Using duct or other wide tape, seal all cracks around the door and any vents into the room.
4. Continue to monitor your radio or television until you are told all is safe or are advised to evacuate.

F. Home Escape plan

1. If the emergency affects your home, know your escape route and safe meeting places (nearby and out of the area).
2. Discuss the possible disasters and identify routes and ways to escape.
3. Purchase rope ladders if necessary.
4. Create floor plans showing stairs, doors, windows, smoke detectors, carbon-monoxide detectors, fire extinguishers, floor drains and emergency kit locations. Highlight optional escape routes.
5. In multi-dwelling units, know where the smoke alarms are, how to use them and do not use the elevators.
6. Keep the plan available in a handy location and practice your plan.
7. Infirm or disabled persons should make arrangements with other agencies as required.
8. Take your emergency kit with you.
9. Locate and label on-off switches and shut-off valves. Post specific instructions. Keep any required tools in the same location.
10. Teach adults in the household how to shut off the utilities. Only turn off gas if you know how and have been requested to do so. Licensed technicians may be required to turn gas back on or to restore electricity.

G. Children

1. Emergencies can be scary.
2. Encourage children to express their fear verbally or by drawing.
3. Explain the situation to their level of understanding.
4. Include small games in your emergency kit.
5. Keep children close and hold, hug and comfort them.

H. Pet Plans

1. Include veterinary contact and rabies information with your lists and include pets in your escape plan where possible.
2. Most shelters do not accept pets so be aware of kennel / boarding facilities and pet-friendly hotels or make arrangements with friend or relatives that take care of your pets.
3. If you have livestock, make arrangements ahead of time and create a specific emergency plan.