

**Town of
High Prairie**

EVACUATION PLAN

MUNICIPAL EMERGENCY RESPONSE PLAN

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EVACUATION PLAN

1.0 General:

Evacuations may be made necessary for a number of reasons. Some evacuations will be short term (less than 24 hours) while others may be for a longer-term (more than 24 hours). Some evacuations may allow residents time to prepare (1 or 2 hours), while other orders for evacuation may only provide minutes. Therefore, evacuation order will vary depending on each situation. This plan is general in nature. In the event of a real emergency or disaster, the Director of Emergency Management will (and should) 'customize' the response to meet the needs of the actual situation.

If any emergency or disaster makes it necessary to evacuate all or any portion of the Town of High Prairie, the following procedures will be followed.

1.1 Alert / Warning:

- 1.1.1 The Director of Emergency Management shall be notified by any first response agencies of a threat or need to evacuate residents.
- 1.1.2 The Director shall issue a warning to the public to evacuate and then coordinate evacuation operations. (Reference – LEVEL 2 – (G) PUBLIC INFORMATION PROCEDURES & PUBLIC WARNING)
- 1.1.3 The Director will action the Level 1, 2, or 3 Emergency Response, and may
 - 1.1.3.1 recommend the Municipal Disaster Services Committee (Mayor/Deputy Mayor) to declare a state of local emergency. (Reference - Section 2.1.6 DECLARATION OF A STATE OF LOCAL EMERGENCY)
 - 1.1.3.2 alert Disaster Services Agency members, and mobilize those as required.
 - 1.1.3.3 determine if all or any part of the municipality needs to be evacuated and, if so, in what order.
 - 1.1.3.4 advise the Directors of Disaster Services in neighboring communities intended to receive evacuees to activate their Reception Centre Plans. Also provide the expected numbers and times of arrival for evacuees.
 - 1.1.3.5 alert all surrounding schools, institutions, etc.

- 1.1.3.6 assess need for mutual aid assistance.
(Reference Part 2 – LEVEL 2 – (1) MUTUAL AID EMERGENCY OPERATIONS PROCEDURES)
- 1.1.3.7 notify Emergency Management Alberta at 1-800-272-9600 (24 hours).

1.2 Collection Areas:

- 1.2.1 For purposes of evacuation, the municipality has identified the following areas as possible collection points:

TOWN OF HIGH PRAIRIE

Sports Palace Arena
5409-49th Avenue

NORTH OF HIGH PRAIRIE

Elks Bingo Hall Pt. SE 35-74-17- W5th
1 Mile North on 48th Street from Highway No. 2

PRAIRIE ECHO HALL

Big Prairie Settlement No. 15
NW 23 -76-15 – W5th
12 Miles North on Sec. Highway 749 and 4 Miles East on Sec. Highway 679

TRIANGLE

Triangle Hall
SW 28 –74 –18 -W5th
9 Miles West on Highway No. 2 and North ¼ mile on same

ENILDA

Eagle's Nest Bingo Hall
Pt Sec. 13 –74 –16 -W5th
Lot A, Plan 4468TR

HIGH PRAIRIE NATIVE FRIENDSHIP CENTRE

6 Miles East on Highway No. 2, South Side of Road

- 1.2.2 Evacuees are advised to report to the collection centres before transport to designated reception centers.

1.3 Transportation:

- 1.3.1 It is anticipated that most people will provide their own transportation during an evacuation. However, any person in the need of transportation should contact the Town of High Prairie Administration Office (523-3388) to make arrangements.
- 1.3.2 Persons physically unable to go to the designated collection points must arrange for pick-up by appropriate transportation.
- 1.3.3 Persons with extra space in their vehicles will be requested to assist others needing transportation from collection points.
- 1.3.4 Further instructions for evacuees will be given with the official public announcement and evacuation advisory.

1.4 Schools:

- 1.4.1 School children will be evacuated **in accordance with School Emergency Policies and Procedures. (Check with High Prairie School District, etc.)**

1.5 Institutions:

- 1.5.1 Evacuation of patients or residents from Health Care Complexes, Long Term Care Centres and Seniors' Homes will be supported by the municipal emergency plan. (Refer to following Sections)
3.5 SUPPORT TO HEALTH CARE CENTRE EMERGENCY PLAN
3.6 SUPPORT TO LONG TERM CARE CENTRE EMERGENCY PLAN
3.7 SUPPORT TO SENIORS' HOME EMERGENCY PLAN

1.6 Security:

To ensure the evacuation is complete:

- 1.6.1 Security and safety checks of vacated premises will be performed by those emergency services responsible.
- 1.6.2 During an evacuation, roadblocks into the area will be maintained by the Police, supplemented by designated volunteer assistance, as required.
- 1.6.3 Access to an evacuated area will be restricted to persons in possession of "Official Emergency Passes".
- 1.6.4 Evacuees may be allowed to return during the event, and will be escorted by

security until the operation is complete.

- 1.6.5 Only when the area is determined to be safe shall the Director of Emergency Management give the general order to return.

2.0 RESIDENTIAL - EVACUATION ADVICE CHECKLIST

2.1 Preparation:

In the event of an evacuation, one or more Evacuation Reception Centre(s) will be prepared to meet evacuees, however the Centre may not be immediately fully equipped to meet everyone's needs (if ever). Therefore, it is important for each evacuee to prepare in advance for own needs as much as possible during the initial hours of evacuation. Each resident should prepare a 72 Emergency Kit to sustain all family members until a full support response can be mustered.

If time is available or notice of intent to evacuate the area(s) is given, the following preparations should be immediately undertaken by residents:

- 2.1.1 Medications/Drugs
- 2.1.2 Alert all family members, immediately!
- 2.1.3 Maintain constant knowledge of whereabouts of all family members.
- 2.1.4 Private motor vehicles should be prepared and fuelled.
- 2.1.5 Emergency supplies should be readied.
- 2.1.6 Secure or prepare to secure your home on departure.

2.2 Medications/Drugs:

- 2.2.1 Special medications should be taken along with the person. Inform Registrar at Evacuation Reception Centre of your special medical needs.

2.3 Equipment:

- 2.3.1 Most important items to take with you, time permitting, are:
- 2.3.1.1 Protective clothing. Clothing appropriate to the weather conditions, such as a parka, winter jackets, overcoat, rain gear, boots, gloves, etc., and extra functional clothing for an extended stay.
 - 2.3.1.2 Emergency equipment. First aid kit, flashlights, portable radios, batteries,

- 2.3.1.3 basic tools, matches, candles, etc.
- 2.3.1.3 Personal items. Medicines, money, personal papers, identification, etc.
- 2.3.1.4 Emergency food and water. Basic utensils, dry foods, high-energy snacks, etc.

2.4 Optional Items:

- 2.4.1 The following items, if available time and space permit, could prove useful in temporary accommodations and would lessen the burden on the hosting municipality:
 - 2.4.1.1 Bedding. Sleeping bags, extra blankets, camp cots, or air mattresses.
 - 2.4.1.2 Camping or portable furniture. Lawn chairs, camp stoves, cooking utensils, etc.
 - 2.4.1.3 Recreational materials. Books, cards, games, portable TV's, handheld video games, etc.

2.5 Prohibited Items:

- 2.5.1 Do NOT take alcoholic beverages, firearms, or dangerous articles with you.

2.6 Pets:

- 2.6.1 Providing your pet is small, can readily be housed in a cage, and has adequate food to last a minimum of two weeks, it will then be allowed to be taken, but it WILL be given second priority.

2.7 Security:

- 2.7.1 On evacuating, buildings and residences should be secured (i.e., doors/windows locked, heat turned off/down, etc.) **Instructions will be issued and "attractive" items should be stored (indoors, time permitting.)**