



**THIS COMMUNITY EMERGENCY GUIDE WAS PUBLISHED
BY THE MUNICIPALITY OF FORT SMITH PROTECTIVE SERVICES**

Protective Services works closely with municipal, industrial and local community partners in ensuring the safety of our community.

The types of activities include, but are not limited to:

- Creating and maintaining the Emergency Management Plans
- Conducting training and exercises
- Implementation of Fire Prevention and FireSmart programs

This Community Emergency Guide provides you with easy to understand information on home and personal emergency preparedness. It has been designed to be unique to our community and includes guidance on dealing with the likely hazards that have been identified by the community.

Emergency prevention, preparedness and response are responsibilities we all share. We encourage you to review the Community Emergency Guide annually with your family and keep it in a place where it can be easily accessed.



FOR UPDATES AND INFORMATION VISIT
WWW.FORTSMITH.CA

-OR-

VISIT THE COMMUNITY AND RECREATION
CENTER



A wide range of emergency situations can occur. Some emergencies may require evacuation while some emergencies may require preparing and monitoring. In other cases, an emergency may require sheltering in place at home or at a safe structure in the community.

In some cases we may have a day or two to prepare, while other situations might require immediate action. Planning ahead is vital to ensuring that you can evacuate quickly and safely, no matter what the situation.

STAY INFORMED

- Register online or at the CRC for the Fort Smith Emergency Notification System
- Follow the Town of Fort Smith on Facebook or at www.fortsmith.ca
- In an emergency listen to the radio, look for posters, and wait for emergency notifications.
- Become familiar with the different types of emergency notification.
 - Shelter in place - Stay home!
 - Notice - Prepare to evacuate
 - Alert - Prepare to evacuate on short notice
 - Order - Evacuate immediately
 - All Clear - Safely return home

BE PREPARED

- Pre-fill an evacuation registration form online or at the CRC to assist in evacuation.
- Keep your vehicle fueled.
- Pack a 72 hour emergency kit.
- Pack any important documents, medication, and personal items.
- Pack an emergency vehicle kit.
- Communicate your emergency preparedness plans with everyone in your house.
- Have a family communication plan.
- Consider what you will do with your pets.
- Plan to secure your home before leaving.

EMERGENCY NOTIFICATION TYPES

Shelter
in Place



Evacuation
Notice



Evacuation
Alert



Evacuation
Order



All Clear





Fort Smith
NORTHWEST TERRITORIES

EMERGENCY KITS

Always have an emergency kit or "go bag" ready with supplies to support you and your family for up to 72 hours.

Basic Items:

- Water – two litres of water per person per day.
- Food – canned, package or non-perishable food for each member of the family (include a manual can opener)
- Wind up or battery-powered radio and flashlight (and extra batteries)
- First aid kit
- Extra keys for your car and house
- Cash, travelers' cheques and change
- Important family documents

Additional Items:

- Two additional litres of water per person per day
- Candles and matches or lighter (place in a sturdy container)
- Change of clothing and footwear for each person
- Sleeping bag or warm blanket for each person
- Toiletries and personal hygiene items
- Hand sanitizer, toilet paper and garbage bags
- Prepaid phone card and/or mobile phone charger
- Pet food and supplies
- Infant formula, baby food and supplies
- Activities for children like books, puzzles or toys
- Prescription medication and medical equipment
- Utensils, plates and cups
- Household chlorine bleach or water purifying tablets
- Basic tool kit and duct tape
- Small fuel-operated stove and fuel



Have a Vehicle Kit

- Sleeping bags or blankets
- Small shovel, scraper, and snowbrush
- Sand, salt, or non-clumping kitty litter
- Tow rope
- Anti-freeze/windshield washer fluid
- Jumper cables
- Warning light or road flares
- Roll of paper towels
- Axe or hatchet
- All-purpose fire extinguisher (rated A-B-C)
- Extra fuel and oil

Shelter-in-Place Items

If you are asked to shelter in place in your home there are some additional items you might want to have.

- Plastic sheeting (to seal windows, vents, and doors)
- Duct tape
- Towels (to block the bottom of the doors)
- Garbage bags
- An alternative heat source and an adequate supply of fuel (make sure there is adequate ventilation)



Fort Smith
NORTHWEST TERRITORIES

WILDFIRE RESPONSE

PREPARE NOW



Keep your fuel tank above 3/4 at all times incase evacuation is required.



Plan how you will leave and where you will go if you are advised to evacuate.



Fill out an evacuation registration form online or at the Rec Center. Sign up for the Emergency Notification System online.



Assemble supplies for an evacuation. Include a portable emergency and vehicle kit.



Tune into social media, the radio or government websites and follow instructions.



Leave when told to do so. Do not delay as roads may become blocked.



If trapped call 911 or 872-2222 for rescue assistance.



Follow evacuation instructions and evacuate safely.



Wear a face mask to keep particles out of the air you breathe

RESPOND



Fort Smith
NORTHWEST TERRITORIES

EXTREME WEATHER RESPONSE

PREPARE NOW



Assess your heating options and cooling options for a hot weather or cold weather event. Identify a cool space like the basement to spend time in.



Consider installing a backup heating source incase the power fails in the winter.



Consider purchasing a backup generator to run an air conditioner if the power fails in the summer.



Have an easy to install air conditioner and space heaters available. Stock cooling blankets, extra bedding and winter clothing.



Tune into social media, the radio or government websites and follow instructions.



If possible, move to an area of your home that is well insulated.

911



If trapped in an area with extreme temperatures call 911 or 872-2222 for rescue assistance.



Follow instructions about possible cooling or warming shelters. Travel safely to the identified location.



Contact at risk friends and family to ensure they are safe.

RESPOND

SHELTER IN PLACE

IF THERE IS AN IMMEDIATE THREAT TO PUBLIC HEALTH OR SAFETY, YOU MAY BE INSTRUCTED TO "SHELTER-IN-PLACE."

Take immediate shelter where you are - at home, work or school.

WHAT TO DO



Take your family and pets indoors.



If air quality is poor seal all windows and doors using duct tape, and plastic. Place wet towels along the base of doors.



Lock your doors and close and seal all windows.



It is important that you stay in shelter until local authorities say it is safe to leave.



Tune into social media, the radio or government websites and follow instructions.



Fort Smith
NORTHWEST TERRITORIES

EVACUATION PLANNING

A wide range of emergencies may cause an evacuation. In some cases you may have a day or two to prepare, while other situations might require immediate evacuation. Planning ahead is vital to ensuring that you can evacuate quickly and safely, no matter what the situation.

BEFORE AN EVACUATION



Plan how you will leave and where you will go if you are advised to evacuate.



Fill out an evacuation registration form online or at the Rec Center. Sign up for the Emergency Notification System online.



Assemble supplies for an evacuation. Include a portable emergency and vehicle kit.



Tune into social media, the radio or government websites and follow instructions.



Take your pets to a designated animal shelter or with you if you have a place for them after you leave.



Close your windows and shut off your ventilation system and utilities. Lock your home



Travel safely to your destination or to the Recreation Center for travel assistance.



Register at the Evacuation Center even if you choose not to stay there.

DURING AN EVACUATION



KNOW YOUR PLAN - OVERVIEW

The Town of Fort Smith has an Emergency Management Plan in place for Fort Smith. You can read the full plan at <https://fortsmith.ca/emergency-preparedness-updates>

EVACUATION

If an emergency impacts your neighborhood you may be directed to evacuate. If you are being told to evacuate, here's what to do:

- Close windows and doors.
- Shutoff ventilation systems.
- Turn off water, fuel, electricity
- Pack your family, pets, and evacuation supplies into your vehicle.
- If you do not have a vehicle make your way to the Recreation Center (Evacuation Center) for transportation.
- Follow the evacuation instructions provided through local media.
- Stay informed through local media updates.
- Ensure your vehicle is adequately fueled before leaving the community.

SHELTER IN PLACE

If an emergency impacts your neighborhood you may be directed to shelter in place. If you are being told to shelter in place, here's what to do:

- Bring your family and pets inside.
- Lock all doors.
- Close and seal all windows and doors
- Shut off your ventilation system.
- Stay informed through Municipal updates and local media.
- Stay sheltered in place until authorities say it is safe to leave or you are directed to a defensible shelter-in-place structure in the community. (Recreation Center, Arena, or other Town Center buildings)

During an emergency, if you are in danger and require assistance, call 9-1-1.
If you have questions, contact Protective Services at 867-872-2674

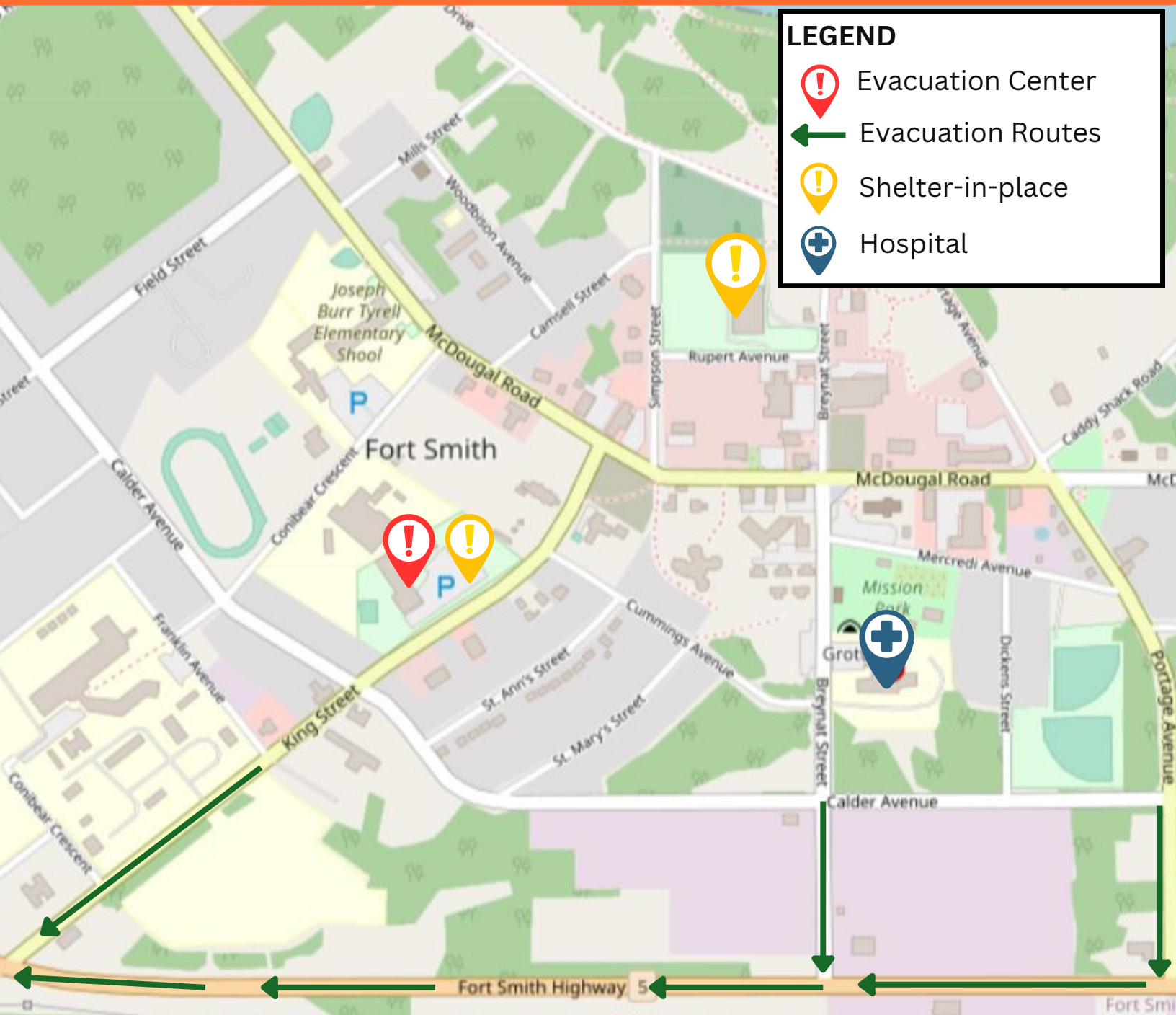


Fort Smith
NORTHWEST TERRITORIES

KNOW YOUR PLAN

SHELTER-IN-PLACE MAP

The area shown provides the best opportunities for Shelter-in-place protection if an evacuation is not possible. The Recreation Center, Arena, and other government buildings in this area will be identified during a shelter-in-place order if staying in your home is no longer safe and evacuation is not possible.



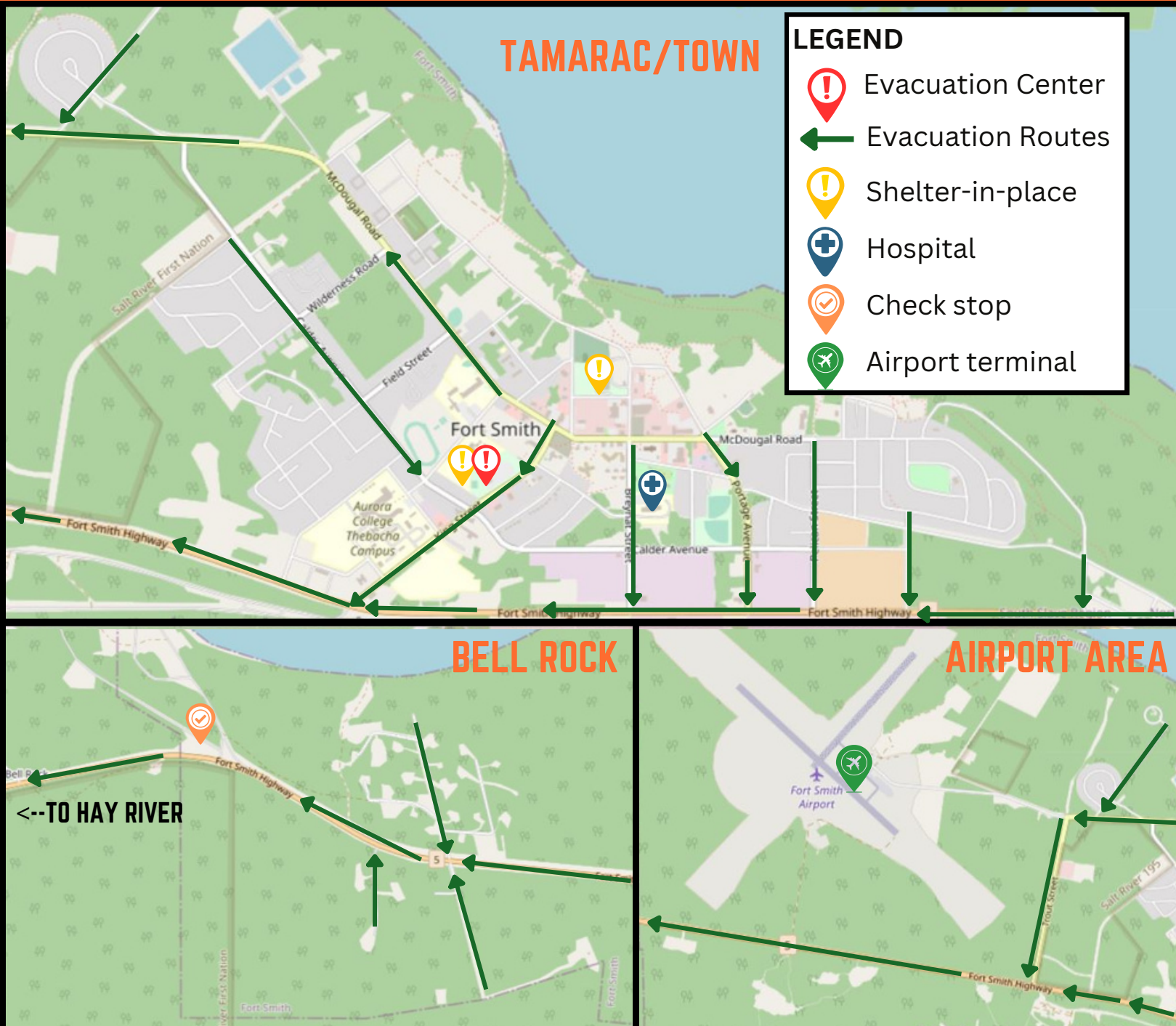
During an emergency, if you are in danger and require assistance, call 9-1-1.
If you have questions, contact Protective Services at 867-872-2674



KNOW YOUR PLAN

EVACUATION MAP

If an evacuation order is called - follow the quickest route to Highway 5 and evacuate in the direction the order states. Drive with caution and maintain safe distances between vehicles. Do not leave the community without having adequate fuel.



During an emergency, if you are in danger and require assistance, call 9-1-1.
If you have questions, contact Protective Services at 867-872-2674



PET EVACUATION PLAN

Pets can't always go with you in an emergency evacuation. An Emergency plan for your furry family will help prepare you!

Basic Emergency Items:

- Water – 7-14 days
- Food – 7-14 days canned, package or non-perishable food. (Can opener)
- First aid kit and medications
- Treats
- Vaccination records
- Animal license
- Recent photo of you and the animal incase separated.

Additional Items:

- Toys
- Extra litter
- Carrier
- Bedding
- Spare Collar and leash
- Extra cleaning supplies
- Timed feeder
- Large water dispenser

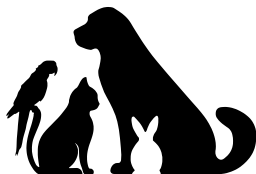


Evacuation by plane or bus

- Unless it is an assistance animal no pets will be able to travel by air or bus during an evacuation.
- See the shelter in place recommendations.

Evacuation by personal vehicle

- If you are evacuating by personal vehicle pets can go with you.
- No pets will be allowed at reception centers. You must find accommodations for your pets if you remove them from the community.



Shelter-in-Place Items

If you are unable to take your pets, arrange for them to shelter in place.

- During evacuation every attempt will be made to provide safe communal lodging for pets but space and resources may be limited.
- Create a safe space with plenty of water and food for your pet in your yard or home.
- Do not tether them.
- Tell the evacuation center in Fort Smith or the reception center in the reception community where your pet is located.
- Leave a note on your door about the number, type, and location of animals. Include the date you left.



Fort Smith
NORTHWEST TERRITORIES

PROTECT YOUR HOME MAKE IT FIRESMART

Tips to FireSmart Your Home

Taking action to FireSmart your property will dramatically decrease the risk of wildfire damaging your home. The best part is, it's surprisingly easy to do.

Clean under your deck to remove any combustible material. Establish a 1.5 metre non-combustible zone around the perimeter of the house and deck.

Clean and maintain gutters and roofs. Keep decks and balconies clear of leaves and debris.

Keep grass and weeds cut below 10 centimetres.

Have a wildfire evacuation plan and make sure everyone in your household knows what to do.

FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

Download the FireSmart home assessment and do a self-assessment of your home and property.

Hold sheds and other structures to the same standards as your home.

Relocate propane tanks 10-30 meters from your home, and keep combustible vegetation a minimum of 10 metres from propane tanks.

Move firewood and lumber 10-30 meters away from home.

Prune trees to create a two-meter clearance from the ground to the lowest branches.

Add non-combustible 3 millimetre screens to external vents (except dryer vents).

Reduce the flammability of your landscaping and plant wildfire resistant vegetation. Learn landscaping.

BRITISH COLUMBIA
FireSmart™

Learn more at [FireSmartBC.ca](https://firesmartbc.ca)

 **FireSmart™**
Canada



statistics show that as few as 4% of homes with no FireSmart Preparedness will survive a major wildfire event vs 90% with!

Learn more about FireSmart guidelines and suggestions at <https://firesmartcanada.ca/>



Fort Smith
NORTHWEST TERRITORIES

FIRE SAFETY CHECKLIST



Do you have a working smoke and carbon monoxide detector on each floor of your home?

☐

Do you have a home escape plan? Have you practiced it with your family?

☐

Do you have a certified portable fire extinguisher?

☐

Is your home address clearly visible from the road during the day and night?

☐

Are you aware of the risk of overloading an electrical circuit?

☐

Is your kitchen free of hazards?

☐

Do you always watch your food while it's cooking?

☐

Are space heaters kept away from combustible products?

☐

Are products like gas and propane safely stored outside?

☐



Fort Smith
NORTHWEST TERRITORIES

RETURNING HOME CHECKLIST

RETURNING HOME CAN BE BOTH PHYSICALLY AND MENTALLY CHALLENGING. ASK FOR HELP AND STAY SAFE.

DO NOT RETURN UNTIL TOLD IT IS SAFE!



Check for safety before entering any structure. Scan the outside looking for damage and hazards.

☐

Look out for wildlife in the area. Bears and other animals may be present after being gone so long.

☐

Prevent carbon monoxide poisoning. If you must use fuel burning appliances use them outside.

☐

Do not enter structures where you smell gas or unusual odors. Exit and call 911 immediately.

☐

Call your insurance company to start a claim and better understand what is covered.

☐

Document all damages and keep records of all clean-up and repair costs (include meals, hotels, travel etc.)

☐

Clean your home as recommended. Do not mix bleach and ammonia because the fumes are toxic.

☐

Eat and drink only food and water that you know are safe.

☐

Check Facebook, fortsmith.ca, the Recreation Center, or radio for any updates, news, or advice.

☐



Fort Smith
NORTHWEST TERRITORIES

SAFETY AFTER A WILDFIRE

MANY THINGS CHANGE DURING A WILDFIRE RESPONSE
THERE WILL BE NEW HAZARDS TO CONSIDER

DO NOT RETURN UNTIL TOLD IT IS SAFE!



Your home environment will be impacted. Follow cleaning, water safety, food safety, and other guidelines.



ATV trails will be disturbed and impacted by tree removal work and fire activity. Wear a helmet and stay alert. Stay on roadways and away from newly harvested timber.

Keep children safe. All operators must be licensed and all machines must be registered and insured within town limits.



Danger trees and falling trees are a common hazard in recently burnt or recently logged areas. Pay attention



There may still be smoke in the area from surrounding wildfires. Remain indoors or wear a mask for protection.



Areas impacted by water damage from firefighting efforts could have dangerous molds. Dry out and inspect.



Prevent attracting animals. Dispose of garbage in sealed containers or dumpsters. Follow Town directions.



Reduce the risk of future wildfire events. Fall is a great time to do FireSmart work to help protect our community.



Check Facebook, fortsmith.ca, the Recreation Center, or radio for any safety updates, news, or advice.



Fort Smith
NORTHWEST TERRITORIES

WHAT TO EXPECT?

MANY THINGS CHANGE DURING A WILDFIRE RESPONSE
THERE WILL BE NEW HAZARDS TO CONSIDER

EVACUATION ORDER IN PLACE!

DO NOT RETURN UNTIL TOLD IT IS SAFE!



FireSmart activities have happened to protect structures. Your gas cans and propane tanks might have been moved to the curb. Some homes may have coloured ribbons showing the “triage” of risk based on FireSmart assessments.



Some areas may have grass, leaves, branches, pallets, and other lumber piled away from structures to avoid spot fires.

Some structures may still have structure protection sprinklers in place.



Tree removal has occurred from Fox Holes road through Thebacha, Bell Rock, Tamarack, West of the “W’s”, Water Plant, frog ponds south, College HEO training grounds, and dozer guards in the forests surrounding Smith.



There may still be smoke and fire activity in the area from surrounding wildfires.



Services from some government and private entities may be reduced for a prolonged period of time.



Check Facebook, fortsmith.ca, or the radio for any updates, news, or advice.



Fort Smith
NORTHWEST TERRITORIES

CLEAN-UP KIT

A CLEAN HOME IS A SAFE HOME!

PET WASTE, ROTTEN FOOD, AND SMOKE/ASH RESIDUE
MAY BE IN YOUR HOME. HERE ARE SOME CLEAN-UP ITEMS:.

DO NOT RETURN UNTIL TOLD IT IS SAFE!



5 Litre Bucket

☐

A mop and floor cleaner

☐

Long handled broom, dust pan, and hand brush

☐

Cleaning solutions, detergent, and other household cleaning items.

☐

A box of large heavy duty garbage bags

☐

Disposable gloves, work clothes, and work gloves.

☐

N95 particle mask and eye protection

☐

Baking soda and vinegar

☐

A support network or cleaning company to assist if required.

☐



COMMUNITY SAFETY



Always wear a helmet



Pack tools and equipment to keep your machine maintained



Don't ride alone. Use the buddy system!



Ride to your limits and the terrain!

ATV/SNOWMOBILE



BOATING



All operators must carry proof of competency



Always wear a properly fitted lifejacket or personal flotation device.



Ensure you have all legally required safety equipment on board.



Never operate your boat while impaired or under the influence of drugs or alcohol.



If you fall through ice, do not panic and try to control your breathing.



Turn towards the direction you came from and place your hands and arms flat on the solid ice.



Kick your feet and try to push/pull yourself on to the solid ice on your stomach.



Once you are on the ice, roll away from the break

ICE



BEAR



Make your yard bear smart! Keep food, garbage, and other bear attractants properly stored.



Prevent bear encounters in the woods. Make noise, leash your dog, and walk in pairs.



Watch for bear signs like fresh scat, paw prints, and disturbed logs/stumps.



If you see a bear retreat slowly, remain calm and alert, use bear spray if you are being threatened.



Wear a lifejacket or personal flotation device! It is the most effective piece of safety equipment near water.



Do not swim or boat impaired or under the influence of drugs or alcohol.



Be aware of the weather and water temperature. Cold water immersion can be life threatening.



Let loved ones know where you are going and when you can be expected back.

RIVER





Fort Smith
NORTHWEST TERRITORIES

REC STAFF INFO SHEET

QUESTION AND ANSWER CHEAT SHEET FOR PUBLIC INTERACTIONS



Not sure? - Call 621-0486 to speak to the Director of Protective Services!



Where do I register for an evacuation?

You can fill out a form [here](#) or print it from [fortsmith.ca](#) and keep it in your emergency kit at home.



How will I get notified of an evacuation?

Sign up for the emergency notification alert at [fortsmith.ca](#). In an emergency a broadcast will be posted online, by phone, by email, over the radio, door to door.



Where will we evacuate to?

Evacuations will depend on the type of emergency, where it is coming from, and what community is able to accept us. It will be communicated during an evac.



What happens to my pets in an evacuation?

Provide them with a copy of the Pet Evacuation guide.



How do I get wildfire updates?

ECC, Alberta, and Parks Canada provide daily updates online. If you do not have the internet, visit the ECC office, Parks Canada Office, or call Alberta fire.



What can I do to prepare for an emergency?

Provide them with a copy of the evacuation preparedness and kit guides.



What will happen if the highway is closed?

If the highway closes it will only be for short periods of time. Critical supplies will be shuttled through. If it prevents us from evac. see the shelter in place guide.



Who is in charge of Emergency Management?

The Town of Fort Smith oversees local emergency management. MACA oversees regional emergency management. Call 621-0486 for details.

TOWN OF FORT SMITH EMERGENCY MANAGEMENT INFORMATION SHEET

The Town of Fort Smith has been working hard to update all of its Emergency Management documents and resources to better serve our community. Here is what you need to know!



New Bylaw and Emergency Management Plan!

The Town has developed a new Emergency Management Bylaw and plan that can be reviewed at www.fortsmith.ca or at the Community and Recreation Center (CRC).

Communication strategy

The Town of Fort Smith has an Emergency Notification System that is free to join. Visit the Town website or the CRC to sign up!

Not signed up yet? Don't worry! The Town will communicate an emergency event on our website, social media accounts, radio, community bulletin board, and door to door.

No news is good news!

The Town will provide periodic updates on events like wildfires around the community however, if it is not immediately impacting the safety and security of our citizens it may not be posted everywhere. In an emergency, the town will communicate on all platforms.

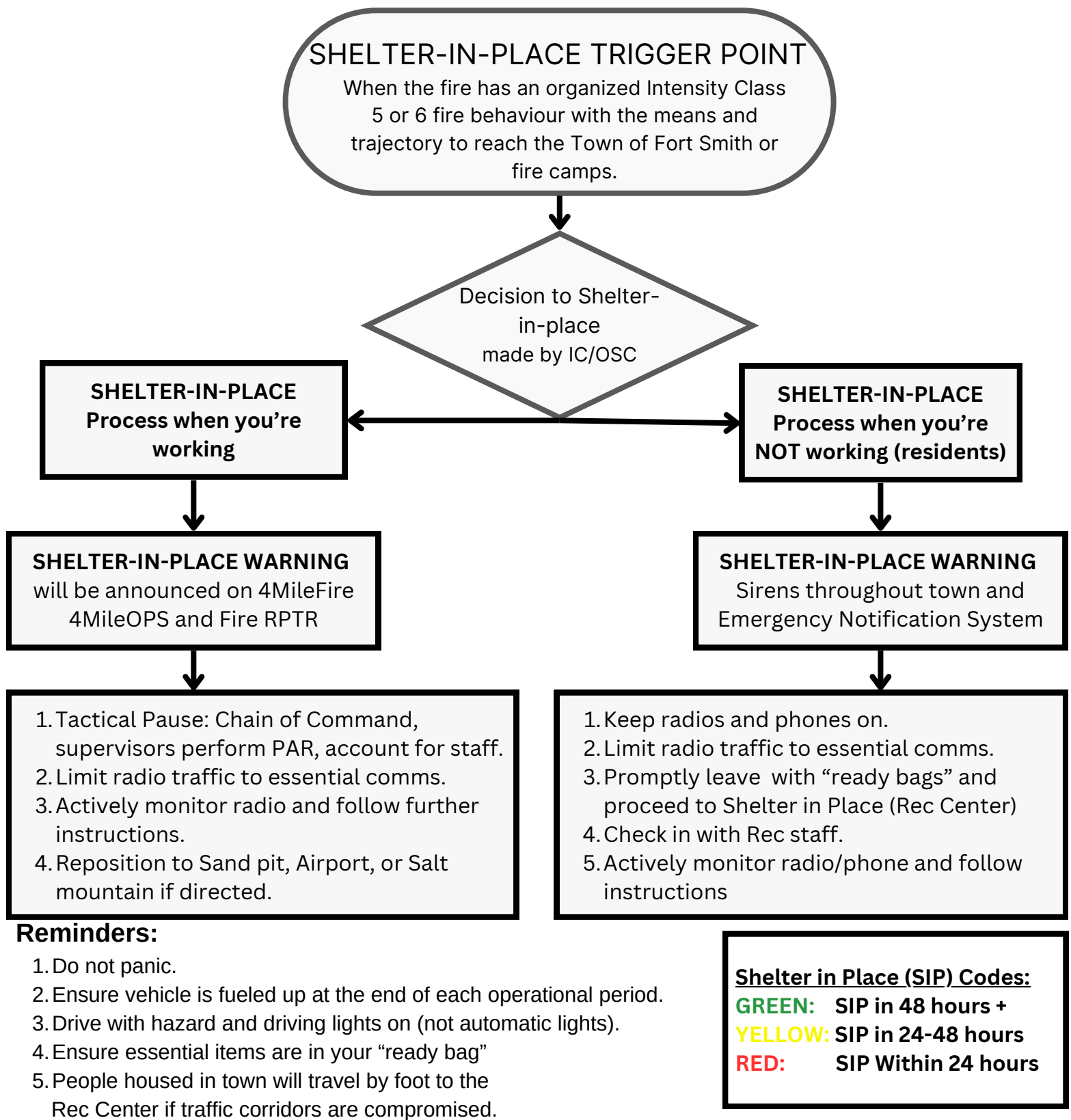
Be Prepared

Being prepared is the most important thing you can do in case of an evacuation! Pack an evacuation bag, a 72 hour survival kit, a vehicle safety kit, and keep your vehicle fueled! Have a prefilled registration form in your kit and discuss your evacuation strategy with everyone in your home.

FireSmart!

We are all in this together. Every property that takes measures to FireSmart by removing pine and spruce trees, cutting their grass and raking their leaves, and removing vegetation from around their home helps keep our entire community safe. For more information visit www.firesmartcanada.ca or the CRC.

TOWN OF FORT SMITH - WOOD BUFFALO COMPLEX SHELTER IN PLACE PLAN



Staff will be provided with more info as it becomes available.
PLEASE HAVE PATIENCE AND LOOK OUT FOR ONE ANOTHER!