

Household Emergency Plan

Use this template to prepare your household for emergencies that may affect Parkland County. Complete the blanks, review the plan with everyone in your home, keep a printed copy with your emergency kit, and update it at least once per year or whenever household information changes.

1. HOUSEHOLD INFORMATION

Plan owner/household name	
Home address/rural legal land description	
Primary phone	
Email	
Number of household members	
Plan last updated	

2. LOCAL HAZARDS TO PLAN FOR

Parkland County residents should be prepared for an all-hazards range of emergencies, including wildfire, train derailment, severe weather, flooding, extreme heat or cold, security threats, and hazardous materials transportation incidents.

Hazard	My household actions before an emergency	Actions during an emergency
Wildfire	Complete FireSmart home assessment, prepare evacuation plans and supplies, identify animal transport options. Identify evacuation routes. Take house/property pictures of valuables and save to a cloud-based device/network.	Follow alerts and evacuation instructions, gather your 72hr essentials, and leave early if directed.

Severe Weather, Tornado	Prepare backup power, warm/cooling options. Plan your shelter in place locations, have essential supplies readily available. *For those in modular homes or RV parks, prepare an appropriate evacuation plan.*	Shelter safely in an inside room away from windows, preferably in a basement, avoid unnecessary travel, check on neighbours if safe. *Modular homes/RVs (tornado specific), evacuate the area immediately and find secure shelter, If the tornado is imminent, pullover off the road, exit the vehicle, and lie flat in a ditch covering your head and neck.*
Extreme Cold or Heat	Plan ahead appropriately and monitor weather alerts. Keep relevant essential supplies on hand. Prepare backup power, warm/cooling options	Stay inside or seek shelter and take weather appropriate actions.
Flooding	Know drainage risks, protect important documents, move valuables above ground level.	Avoid floodwater, do not drive through flooded roads, follow official direction.
Hazardous materials/train incident	Plan your shelter in place locations, have supplies readily available.	Stay indoors and seal doors/windows if advised or evacuate as instructed by emergency officials.

3. EMERGENCY CONTACTS AND COMMUNICATION PLAN

Choose an out-of-area contact who is unlikely to be affected by the same emergency. This person can relay updates to family and friends if local phone networks are busy or disrupted.

Contact type	Name	Phone	Email / notes
Out-of-area contact			
Neighbour/nearby support			
Family contact			
Doctor / clinic			

Veterinarian			
Insurance provider			

4. EVACUATION PLAN

- Primary evacuation route from home: _____
- Secondary evacuation route from home: _____
- Neighbourhood meeting place: _____
- Out of impact area meeting place: _____
- Transportation plan if vehicle is unavailable: _____
- Where we will go first if evacuated: _____

5. SHELTER-IN-PLACE PLAN

If officials advise residents to shelter in place, stay indoors, bring people and pets inside, close doors and windows, turn off fans or ventilation if instructed, monitor official updates, and remain inside until authorities say it is safe to leave.

Shelter room/safest interior location	
How to shut off gas and power utilities, if safe and required	
Battery radio/alert source location	
Backup power or charging location	

6. PETS AND LIVESTOCK PLAN

Plan ahead for animals. Identify transportation, carriers or trailers, feed and water needs, identification, veterinary records, and locations that can accept animals during an evacuation. If livestock cannot be moved, identify safe shelter areas, water and feed access, and steps to reduce wildfire fuels around shelter areas.

Animal	Identification/description	Evacuation method	Destination/contact
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Pet 1			
Pet 2			
Livestock group			
Other animals			

7. IMPORTANT DOCUMENTS AND HOUSEHOLD NEEDS

Item	Location	Notes
Identification and passports		
Insurance documents		
Medical information and prescriptions		
Property documents/lease/mortgage		
Banking and financial information		
Assistive devices or mobility equipment		
Child, elder, or dependent care instructions		

8. PLAN REVIEW AND PRACTICE

- Review this plan with all household members at least once per year.
- Practice leaving the home using primary and secondary routes.
- Check emergency kit expiry dates every six months.
- Confirm emergency contacts and meeting places are still current.
- Update animal transport arrangements before wildfire season and severe weather season.
- Keep copies of this plan at home, in a vehicle, and with your emergency kit.

For more information on emergency preparedness and emergency alerting, please visit:

- <https://www.parklandcounty.com/Emergency>
- <https://www.alberta.ca/emergency-preparedness>
- <https://www.alberta.ca/alberta-emergency-alert.aspx>

Emergency Kit Checklist:

- ☐ Water and ready-to-eat food (non-perishables)
- ☐ Medications and copies of prescriptions
- ☐ Important documents, identification, insurance, and emergency contact list
- ☐ Cash in small bills
- ☐ First aid kit
- ☐ Vehicle emergency kit
- ☐ Flashlight, batteries, and phone chargers and power banks
- ☐ Clothing, footwear, blankets, and weather-appropriate items
- ☐ Personal hygiene and sanitation supplies
- ☐ Comfort items for children, older adults, or anyone with specific needs
- ☐ Supplies for pets or livestock, as applicable

Emergency Vehicle Kit Checklist:

- ☐ Blankets

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- ☐ First aid kit
 - ☐ Emergency Kit (roadside flares, tow strap, reflective triangle, duct tape, etc.)
 - ☐ Cold weather supplies (gloves, toques, clothing)
 - ☐ Hot weather supplies (water, sunscreen, bug spray, etc.)
 - ☐ Non-perishable food/water
 - ☐ Sand, road salt, or kitty litter
 - ☐ Windshield washer fluid
 - ☐ Antifreeze fluid
 - ☐ Jumper cables
 - ☐ Flashlight, batteries, and phone chargers and power banks
 - ☐ Fire extinguisher

Notes

What we will take if there are 10 minutes to leave:

What we will take if there are 30 minutes to leave:

Transportation Plan:

Recovery Plan:

- Short Term:

- Medium Term:

- Long Term:

Notes

