

Emergency Preparedness Plan for Coventry Woods

LMS 2035

9025 216 Street
Langley, BC V1M 2X6

Prepared April 2026

COVENTRY WOODS EMERGENCY PLAN

Introduction

This Emergency Plan provides guidance to Coventry Woods residents during disasters or in situations where they may require additional support. While no plan can cover every situation, a structured approach helps ensure support is available when needed. Flexibility is key, as every situation is different.

The Importance of Knowing Your Neighbours

The most effective emergency plans rely on community awareness and cooperation. **Knowing your neighbours can make a significant difference in a crisis.** Being familiar with those living nearby helps you recognize when someone may need assistance, whether in an emergency or simply for a welfare check.

If you feel comfortable, consider giving a trusted neighbour a spare key to your home. This information can be recorded on your **Emergency Information Sheet** or by contacting a Council Member.

Emergency Response Structure

Coventry Woods consists of 94 units and one suite. To improve organization and control during an emergency, the complex is divided into four zones:

Red Zone: Units 1-16 and 88-102

Yellow Zone: Units 17-39

Blue Zone: Units 48-64

Green Zone: Units 65-87

Each zone is assigned to a Zone Warden. Zone Wardens have access to information provided through the Community Survey. This information helps them assess residents' needs and identify individuals who may be able to assist during an emergency.

A Chief Warden will be stationed at the Clubhouse and will coordinate the overall emergency response. The Chief Warden will maintain communication with Zone Wardens and volunteers and will be responsible for contacting emergency services when required.

This emergency plan is organized into sections based on the types of emergencies that could potentially affect Coventry Woods. Each section outlines the appropriate response procedures. The final section will clarify the roles and responsibilities of the Zone Wardens and volunteers.

Ongoing Updates and Improvements

Emergency preparedness is an evolving process, and as circumstances change, this plan may need to be updated.

It is important to review the Emergency Plan regularly. We are providing it to you in digital format, but you may print a copy if you prefer. It will also be available on the Coventry Woods website and the Dwell website.

Your preparation and participation will contribute to the safety and well-being of our community.

Staying Calm

In an emergency, pause, take a slow, deep breath, and give yourself a moment to think before you act. Staying calm helps you make safer, clearer decisions.

Thank you for taking the time to prepare and for contributing to our community's safety.

Developed in 2026

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WHERE TO GET UP TO DATE INFORMATION IN CASE OF AN EMERGENCY AND EMERGENCY CONTACT NUMBERS

- **Township of Langley:**
Emergencies requiring immediate attention:
Business Hours 8:30am - 4:30pm — 604-532-7300
After Hours — 604-543-6722
- **EmergencyInfoBC** for most up-to-date information about active emergencies in BC.
Website: <https://www.emergencyinfobc.gov.bc.ca/> or
Social Media: on X: @EmergencyInfoBC
- **Prepared BC Site** gives detailed information on how to prepare for all potential emergencies.
<https://www2.gov.bc.ca/gov/content/safety/emergency-management/preparedbc/guides-and-resources>
- **Radio Stations:** CKNW AM 730
CBC Radio One FM 88.1
- **Local TV News Stations:**
CBC BC <https://www.cbc.ca/news/canada/british-columbia>
CTV <https://www.ctvnews.ca/vancouver/>
- **Weather and Emergency Apps**
Environment Canada https://weather.gc.ca/forecast/canada/index_e.html?id=bc
Weather Network <https://www.theweathernetwork.com/en/city/ca/british-columbia/langley/current>
- **Power Outage:** Report a Power outage — 1-800-224-9376
<https://www.bchydro.com/power-outages/app/outage-list.html>
Outage map to see if BC Hydro is aware of the power outage in your area.
- **FortisBC Emergency Line** at 1-800-663-9911 (24 hours) to report a gas leak.
- **Emergency Contact:** _____
- **Zone Warden:** _____

EMERGENCY GRAB-AND-GO BAG

Keep the kit in an easily accessible area such as the hallway closet near your exit door. It should contain enough supplies for at least 72 hours and be light enough to carry quickly in an evacuation. The following items will fit into a regular sized backpack.

- 2 Bottles of Water (1.5 -2 litres each) (Replace on a regular basis)
- Energy Bars 1 Box (Replace on a regular basis)
- Metal Water Bottle (May be used to boil water, heat soup, etc.)
- Water Purification Tablets (2 tablets per litre of water)
- Flashlight with spare batteries (headlamp to free up hands)
- Light stick
- Multitool (Knife, Can opener, Pliers, etc.)
- Whistle
- Waterproof Matches
- Butane Lighter
- Candle
- Heavy work gloves
- Emergency Blanket
- Rain Poncho
- 2 Instant Hand Warmers
- Duct Tape (May be used for taping bandages.)
- Rope
- Sewing Kit
- First Aid Kit
- Elastic Bandage
- Panty Liners (May be used for as dressings for bandages)
- Tylenol
- Hand Sanitizer
- Dust Masks
- Notepad and Pen
- Toothbrush and Toothpaste
- Dental Floss (May be used as string)
- Toilet Paper
- Ziplock Bags (May be useful for solid body waste)
- Playing Cards (May pass the time in a shelter)
- Plastic Bags (May be used to keep other items waterproof)
- Garbage Bag
- Phone Charger
- Extra Pair of Glasses (if needed)

EARTHQUAKE

There are many possible scenarios following an earthquake, depending on its severity and how the area you live in is affected.

In case of an earthquake, everyone needs to

- Remain calm
- Be flexible
- Support one another

At this time, the Township of Langley does not have designated evacuation centres for the Walnut Grove area or defined Disaster Response Routes.

Residents should be prepared to follow instructions from their Zone Warden or emergency responders when and if they arrive and to shelter in place if that is the safest option.

Before an Earthquake

- **Identify Safe Zones:** Inside your home, determine sturdy areas where you can “Drop, Cover, and Hold on” during shaking. Examples are under tables or desks or against an interior wall away from windows and mirrors. **Don’t** stand in doorways.

Prepare Your Home

- Larger pieces of furniture and appliances should be secured to prevent them from toppling.
- Secure your hot water tank with two seismic-rated metal straps—one installed in the upper third and one in the lower third of the tank—firmly anchored to wall studs to prevent tipping.
- Do not hang heavy objects, such as pictures and shelving, over your bed.
- Do not locate your bed near a window.
- Have your Grab-and-Go bag prepared and in an area easy to reach when leaving your unit, such as the hallway closet. (Information on what to include in your Grab-and-Go bag is included in the Emergency Preparedness Plan.)
- Keep the name and cell number of the Chief Warden, Zone Warden, and alternate Warden with your Grab-and-Go bag and in your cell phone contacts.
- Choose an out-of-area contact from outside Metro Vancouver (preferably out of province) to notify of your location and condition after an emergency. Give other relations this contact number.

You should aim to be prepared with water and non-perishable food to last 2-3 weeks in case you need to shelter in your home.

During the Earthquake

- **Drop, Cover and Hold:** If inside – **Drop** to your hands and knees, and crawl to one of the sturdy places you identified. **Cover** your head and neck with one of your arms. **Hold** onto the furniture. **Wait** 60 seconds after the shaking stops before moving. Moving during the shaking increases the risk of injury.
- If outside - stay away from buildings, tall trees, and power lines. If you are in a safe area, drop to your hands and knees to prevent falling.
- If driving - pull over to a safe area and remain in the vehicle until it is safe to drive or exit the vehicle.

After the Earthquake: Immediate Actions

- Ensure that everyone in your household is safe and unharmed.
- When the shaking has stopped and it is safe to move, quickly check your unit for signs of structural damage, fallen debris, or other hazards.
- Check for signs of a gas leak, such as a strong smell of rotten eggs or a hissing sound.
- If your unit appears unsafe or you suspect a gas leak, evacuate everyone immediately and move to a safe area away from your unit.
- Avoid using cell phones except for emergencies; text messages may work better than voice calls.
- Do not use electrical devices if you suspect wiring damage.
- Be prepared for aftershocks, which are smaller earthquakes that may follow the main shaking.

After the Earthquake: Post-Immediate Actions

The extent of the damage and the number of residents affected may vary. For this reason, it is not possible to guarantee that the Emergency Plan will proceed exactly as written. The Zone Warden, with the help of volunteers, will determine the best plan for your area. It is important for everyone to remain calm and follow their instructions.

Proposed Earthquake Emergency Plan

Location of Zone Wardens

- Zone Wardens, or designated alternates, will position themselves in a visible and safe location within their assigned zone, if conditions allow. They will be wearing yellow vests. Yellow caution tape will be tied in a visible area at the Zone Warden's location. The proposed location is near the Vehicle Gate in your area.
- Vehicle gates will be opened, and pedestrian gates propped open.
- If your Zone Warden is not visible, you may text the Zone Warden or Chief Warden using the contact numbers provided in the Emergency Preparedness Plan.

Reporting

- Report to your assigned Zone Warden when it is safe to do so. This ensures all units and occupants are accounted for and helps identify if anyone needs help.
- Only one person per unit needs to report if everyone in it is safe.
- After reporting, residents who are volunteering will receive instructions from the Zone Warden. Let them know if you are no longer able to volunteer.
- Residents who are not volunteering should return to their unit if it is safe to do so.
- If a unit is not safe, all the occupants of that Unit should report to the Zone Warden. They will be instructed to stay in a designated safe area until further plans are made.

Residents should always bring their Grab-and-Go bags with them when leaving their units.

Organizing Help

- All Zone Wardens will communicate with each other and with the Chief Warden, who is located at the Clubhouse Command Centre, using walkie-talkies.
- The Chief Warden will maintain a comprehensive overview of what is happening in all areas. The Chief Warden will be able to determine potentially safe areas by compiling information received by the Zone Wardens and volunteers. The Chief Warden will coordinate with first responders if they are available.

- If emergency first aid is required, the Zone Warden will communicate with the Chief Warden at the Clubhouse to arrange help. The first-aid kit is located at the Clubhouse.
- Zone Wardens are responsible for coordinating emergency response within their assigned sections. They will organize volunteers to:
 - Check units for residents who were not accounted for during the initial head count.
 - Help check for structural damage and cracks to ensure units are safe to inhabit.
- Residents are encouraged to bring tools they can easily access from their homes, such as shovels, metal rakes, gloves, and a wrench to turn off gas. These can be used if there are collapsed buildings on the property.
- Some volunteers may be asked to assist in another zone if their needs are greater.

It is important that volunteers never put themselves in harm's way.

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Check for gas leaks.

- Only turn off gas if you smell rotten eggs and are sure it is a gas leak. It may take days to get the gas turned back on.
- If the gas to your unit was turned off following the earthquake, only FortisBC or a licensed technician is authorized to turn your service back on, as they must perform safety tests first. Turning on pilot lights in your unit following an earthquake is also the responsibility of a licensed technician.
- Failure to contact a licensed technician may result in your insurance coverage being voided if a problem occurs.

Possible Evacuation

- Once the Zone Warden receives information from the Chief Warden regarding a safe evacuation area, a plan will be established to move residents to that location. One possible location is Topham School, using the parking lot or open fields.
- A warden or volunteer will be stationed at the pedestrian and vehicle gates to record residents as they exit. This will help ensure we can account for everyone and identify anyone who may still need assistance in their units.
- Volunteers who remain on the property must be recorded by the Zone Warden. When the volunteer leaves the property, they must report to the Zone Warden so their departure can be recorded.

If evacuation by vehicle is possible, we ask that residents leave by the gates assigned to their designated colour zone. This ensures an equal number of vehicles use each gate, helps control traffic in the complex, and ensures vehicles do not use the bridge.

Do not drive across the bridge, as the footings may have been damaged during the earthquake.

Units have been divided into colour-coded zones: Red, Yellow, Blue, and Green. The information below identifies which zone each unit belongs to and the designated vehicle exit route from the complex if evacuation by vehicle is required. Keep a note of this gate in your Grab-and-Go Bag or cell phone. The number of units per gate will hopefully decrease congestion.

Red Zone

Units 1-6 and 15,16 and 103 should exit by Main Gate near the Clubhouse.

Units 7-14 and 88-102 should exit by Emergency Gate near Unit 102.

Yellow Zone

Units 17-39 exit by the Main Gate near the Clubhouse.

Blue Zone

Units 48-64 exit by the Emergency Gate near Units 61 and 59.

Green Zone

Units 65-87 exit by the Gate at 91st Avenue.

At the Evacuation Site

The Chief Warden, Zone Wardens and volunteers will help when they arrive at the evacuation site.

Residents were asked about camping gear in the Community Survey because it may be possible to retrieve the gear from units to set up temporary shelter until a more permanent solution can be arranged.

In summary, it is better to have a basic plan in place than no plan at all. Hopefully, this plan is helpful. It will be adjusted as circumstances dictate.

UNIT FIRE

Fire prevention

- Kitchen Safety: Never leave cooking pots unattended, ensure pot handles face inward, keep stoves and exhaust fans free of grease.
- Keep clutter away from areas with fire hazards, such as gas fireplaces, boilers, and hot water tanks.
- Ensure a household evacuation plan is in place and practical.
- Ensure fire extinguisher(s) are installed and you have the knowledge and ability to use them.

Three classes of fire (this affects which type of extinguisher you use):

- **Class A** Involves ordinary combustibles such as wood, paper, cloth, rubber, and many plastics.
- **Class B** Involves flammable liquids such as gasoline, oil, grease, tar, oil-based paints, lacquer, and flammable gases. Never use water on this type of fire.
- **Class C** Involves energized electrical equipment such as wiring, fuse boxes, circuit breakers, machinery, and appliances. Never use water on this type of fire.

Using a fire extinguisher

- Multipurpose ABC fire extinguishers should be placed near an exit route and in high risk areas like the kitchen for easy access.
- To use a fire extinguisher, the '**PASS**' technique should be used.

P: PULL the pin to unlock the operating handle and allow you to discharge the extinguisher.

A: AIM the extinguisher at the **base** of the fire.

S: SQUEEZE the operating handle to discharge the firefighting agent.

S: SWEEP from side to side. Move carefully in on the fire, aiming at the base, sweep back and forth.

- Attempt to extinguish the fire only if it is small, can be safely controlled using a fire extinguisher, and there is no risk of the evacuation route being cut off.
- Once a fire extinguisher has been used—even partially—it must be recharged or replaced.

In case of fire

- Warn everyone in the unit by shouting “**FIRE**” repeatedly to ensure they are awake and know to evacuate.
- Only try to extinguish the fire if it is safe to do so.
- If you can’t extinguish the fire, leave the room and close the door to help contain the fire.
- Get everyone out of the unit immediately.
- If there is smoke, stay low.
- Leave all personal belongings behind unless they are within arm’s reach.
- One person from the unit should quickly warn occupants of the attached units. Bang on doors and windows, shouting “**FIRE. EVACUATE.**”
- Call 911 (Fire Department) immediately once you have reached a safe location and are able to make the call safely.
- One person may need to remain in a safe location to speak with First Responders and provide information about the fire.
- Do not attempt to re-enter a burning building.
- Leave roadways clear for emergency vehicles.
- Take directions from your Zone Warden if they are present.
- Once the Fire Department or other trained emergency personnel arrive, they will be in charge of the situation.

FOREST FIRE

If a forest fire is near Coventry Woods, the priority is safety, followed by rapid preparation for possible evacuation.

Immediate Safety and Preparation

- Call emergency services at 911 immediately if you discover a fire.
- Notify the Zone Warden in your area so they can make preparation to initiate the emergency plan.
- The Zone Warden and Chief Warden will keep residents informed.
- Residents can also monitor local news, radio, and social media for official information from authorities.
- Ensure your Grab-and-Go-bag(s) are ready in your vehicle.
- Keep pets nearby.
- Park your vehicle facing out of the garage, with the door open for a quick exit. Keep car windows closed.

Protecting Your Home

If you are on Evacuation Alert, you will have some time to take steps to increase your home's chances of survival.

- Close all windows and doors, but leave doors unlocked for firefighters.
- Turn off natural gas lines (pilot lights) to gas fireplaces, boilers, and hot water tanks, to prevent gas leaks.
- DO NOT turn off your main gas meter unless emergency officials instruct you to.
- Turn off air conditioners to stop smoke from being drawn into your unit.
- If time permits, remove combustibles from decks and place them at least ten feet away from your unit.
- Connect garden hoses to taps for firefighters.
- Turn on all exterior and interior lights to make your home more visible.

Do not delay evacuation to protect your home. Remember that there may be heavy traffic on 216 St.

Evacuation:

- Gates: A Zone Warden and volunteer will ensure the emergency vehicle gates and main gates are open.
- **Leave Immediately:** If an evacuation order is issued, you must leave. Do not wait until the last minute. You should have a designated place to evacuate so family members can join you.

- **Route:** At this time, there are no designated disaster response routes for emergency vehicles in the Township of Langley. Always make way for emergency vehicles.
- Keep to the edges of the roadways to allow emergency vehicle access.
- **Check on Neighbours:** Ensure your immediate neighbours are aware of the threat. Some residents may not have vehicles and could need assistance to evacuate.

If you have become trapped in your unit:

- If possible, contact Emergency Services, and your Zone Warden. Place a sign in your window indicating you need help.
- If you cannot escape, stay in the centre of the home away from windows and doors. Stay low to the floor and be visible.
- Keep all doors and windows closed to reduce smoke and embers from entering. Doors and windows should not be locked.
- Fill sinks and bathtubs with water to create a supply.

Returning Home

- **Wait for the All Clear.** Do not return until authorities declare it safe.
- Check for hazards like smouldering hot spots and structural damage.

GAS LEAKS IN YOUR UNIT

Prevention

- Have all gas appliances (boilers, fireplaces, hot water tanks) serviced once a year by a licensed gas contractor.
- Make sure your hot water tank is strapped to prevent damage to water and gas line in an earthquake.

Signs of a gas leak

- Smell of rotten eggs in your unit or around the gas meters. These are under the cage on the exterior garage wall of one of the adjoining units.
- A hissing sound from a natural gas appliance such as a gas fireplace, stove, or hot water tank.

(Unless you smell gas inside your home and are told to do so by emergency officials, do not turn off your main gas meter. If it is turned off, it may take days for service to be restored. Please note the information from the Earthquake Plan regarding turning off your gas meter and having it turned back on.)

What to do immediately

- Leave the unit immediately. Take pets with you if they are easy to find.
- Leave the door open as you exit to help ventilate the unit.
- Do not create sparks: do not turn electrical switches on or off, do not plug or unplug appliances, do not use landlines or cellphones inside, and do not smoke. Even a small spark can ignite gas.
- Alert neighbours in adjoining units so they can evacuate.
- Once you are safely away from the unit, call FortisBC emergency number at 1-800-663-9911 (24 hours).
- Contact your Zone Warden, who will notify the council and the property manager.

Do not return until it is safe.

- Do not re-enter your unit until a qualified professional has confirmed it is safe.
- Seek medical advice immediately if anyone has symptoms such as dizziness, nausea, or headaches after exposure.

SAFETY MEASURES DURING A PROLONGED POWER OUTAGE

General Home Safety

- Keep flashlights accessible. To prevent fires, do not use candles.
- Be aware of tripping risks in your home.
- Ensure battery-operated carbon monoxide and smoke detectors are working.
- Keep extra batteries on hand.
- Never use outdoor cooking apparatus indoors, as this can cause carbon monoxide poisoning.

Food and Water Safety

- Do not open refrigerators or freezers unless absolutely necessary.
- Use coolers with ice packs to help preserve essential foods. After the power outage, throw away any food that may have spoiled.
- Store bottled water in advance—about four litres per person and pet per day.

Home Temperature

- Use gas fireplace to heat your home.
- Keep blinds and curtains closed during winter to conserve heat.

Electronics and lights

- Charge cell phones, iPads and other essential devices before a storm or potential power outage.
- Keep portable power banks fully charged and ready.
- Conserve cell phone battery by limiting use, lowering screen brightness, and turning on Low Power Mode.
- Unplug electronics to prevent damage from power surges when electricity is restored.
- Turn off light switches, except for one light switched on so you will know when power has returned.

Generator Safety

- If using a generator, operate it outdoors only, far away from windows and doors to prevent carbon monoxide buildup.
- Never run a generator inside your home, garage, or enclosed space.

Medical Needs

- Do a wellness check on your neighbours to make sure they are safe.
- Have a backup plan for anyone who relies on an electrically powered medical device.

SUMP PUMP

Coventry Woods is not directly connected to the Township of Langley (TOL) sewage system. Instead, sewage and grey wastewater are discharged into a holding tank located beside Unit 39, behind the fence near the bridge. From there, a sump pump transfers the sewage to the TOL system on 216 Street.

The sump pump relies on electricity.

During a prolonged power outage, the sump pump will not operate, causing sewage to accumulate in the holding tank. This creates a risk of sewage backing up into units, which would require hazmat intervention, a Strata insurance claim for repairs, and a stressful situation for the owner(s).

There are ways to reduce the risk of problems with the sump pump and holding tank during a prolonged power outage.

Strata will arrange for a Sanitary Sewer Service to empty the holding tank.

Owners can help by reducing water use:

- Do not let water run unnecessarily.
- Keep toilet flushing to a minimum.
- Avoid taking showers.
- Use a basin in your sink to collect grey water. This water can then be safely dumped outdoors on lawns or flower beds.

There is a RED warning light on the control panel located above the sewer pump. If you notice this red light flashing, please contact a council member.

EXTREME WEATHER CONDITIONS

The BC government has information about being ready for extreme weather conditions on the emergency management web site at <https://www2.gov.bc.ca/gov/content/safety/emergency-management/preparedbc/know-your-hazards/severe-weather>

The following sections include pertinent details from this site.

EXTREME HEAT EMERGENCIES

An extreme heat event in Canada is defined as three or more consecutive days of high temperatures between 31° and 33°C, often accompanied by high humidity, and minimal cooling at night. For people who are sensitive to heat these temperatures may be lower, around 26°C.

In case of extreme heat:

- **Air-conditioned units:** Consider inviting neighbours over to cool down if they are experiencing heat-related issues.
- **Windows and Blinds:** Keep windows and blinds closed during the day, especially those receiving direct sunlight. If the indoor temperature is higher than outdoors when the windows are closed, it may be better to keep windows not exposed to direct sunlight open.
- **Evening Cooling:** When outdoor temperature drops below the indoor temperature, open windows to allow natural cooling.
- **Personal Cooling:** For close-range cooling, place a bowl of ice or frozen water bottles in front of a fan. This can be especially helpful while resting or sleeping. Covering yourself with a wet sheet or wet clothing will increase cooling as well.
- **Cooling Shelters:** If you are unable to find relief from the heat in your home, public facilities such as libraries or theatres may serve as cooling shelters. Check with local municipal resources to identify available locations. Your Zone Warden may have additional information.
- **Hydration:** Drink water regularly to stay hydrated. Sugary and caffeinated drinks can contribute to dehydration. If you have a medical condition that limits your fluid intake, consult your doctor in advance to determine how much water is safe for you to drink.
- **Seek Assistance:** If you are experiencing difficulty due to the heat and need help, contact your emergency contact person or your Zone Warden.

EXTREME COLD EMERGENCIES

Prepare your unit

- **Heating systems:** Have your boiler, gas fireplace and heat pump serviced annually by a qualified professional.
- **Drafts:** Seal drafts and cracks around doors to prevent heat loss.
- **Supplies:** Ensure you have supplies such as food and medications.
- **Wellness Checks:** Check on neighbours and older relatives.
- **Generator:** If you are using a generator, ensure it is properly maintained and can safely run heating sources and essential appliances during power outages. Avoid using generators indoors.
- **Carbon Monoxide Detector:** Install carbon monoxide detectors with a battery backup outside sleeping areas.
- **Emergency Kits:** Update emergency kits to include cold weather items.
- **Prepare your vehicle:** Keep an emergency kit in your car with winter supplies, including blankets, jumper cables, and a full gas tank.

EXTREME WINDSTORMS

Before a Windstorm

- **Stay Informed:** Local TV, radio stations, and weather websites.
- **Secure Property:** Secure outdoor furniture, garbage bins, decorations, and other loose items that could become airborne.
- **Windows and Doors:** Close and secure all windows, exterior doors, and screen doors.
- **Emergency Kits:** Ensure you have enough food, water, flashlights, batteries, first-aid kit, medications, and a battery-powered radio.
- **Power preparedness:** Charge mobile devices and backup batteries. Have flashlights ready.

During a Windstorm

- **Stay indoors:** Remain inside, away from windows, skylights, and exterior doors. The safest areas in your home are interior rooms on lower levels.
- **Avoid hazards:** Do not go outside to secure items once winds have increased.

After a Windstorm

- **Assess Damage Safely:** Check for structural damage. Keep clear of fallen trees.
- **Report Hazards:** Notify your Zone Warden for a coordinated response from the complex.
- **Wellness Check:** Contact your neighbours, especially those who need assistance.

TOXIC SPILLS

Although rare, trains that pass near Coventry Woods may carry hazardous materials. In the event of a derailment causing a toxic spill, follow these steps to protect yourself.

Notification

- Residents may be notified by local emergency alerts on their cell phone.
- Zone Wardens and/or assigned volunteers will call all the residents in their section to ensure they have been notified.

During a Toxic Spill Emergency

If authorities say to shelter in place, DO NOT evacuate or go outdoors for any reason. Sheltering in place is the safest option in most toxic spill situations. If you see someone outside, get their attention by banging on your window and wave them into your unit.

Shelter-in-place Instructions

- Go indoors immediately. The safest option is the nearest building.
- Shut all doors and windows. Lock them to ensure a tight seal.
- Turn off ventilation systems, including fans, air conditioners, furnaces (HVAC).
- Block airflow from any vents and other openings if you can.
- If advised by authorities, seal your units by placing duct tape and plastic sheeting around doors and windows and a damp towel at the base of doors.
- The safest place is the room with the fewest windows and on the highest floor.
- Listen for updates online or on the radio.
- Avoid using the phone unless it's an emergency, as lines may be needed for first responders and communication with Zone Wardens.

If told to Evacuate

- Listen for emergency instructions on radio or online to determine where the safe areas are. The Zone Warden will contact you to make sure you are aware.
- Take your Grab-and-Go bag.
- Wear long sleeves, long pants, and closed-toe shoes.
- When leaving home make sure all your HVAC systems are off and doors and windows closed.
- Do not go back to your home until given the all-clear.

After being notified the emergency is over

- Ventilate your unit by opening all doors and windows.
- Turn HVAC systems back on.
- Check on your neighbours and notify Zone Wardens of any issues.

Health Monitoring

- Seek medical attention if you experience dizziness, breathing problems, unusual fatigue, and/or skin irritation .

VOLCANIC ERUPTION

The closest significant volcano that could pose a threat to our area is Mount Baker in Washington State. Volcanoes usually show warning signs before an eruption, such as small earthquakes or increased gas emissions. These warning signs would give us time to prepare.

The main concern for our area would be heavy volcanic ashfall.

This emergency plan gives information on how to prepare for volcanic ash.

[An interesting fact: BC has 26 volcanoes and volcano fields.]

Dangers of volcanic ash

- Respiratory issues
- Poor visibility
- Slippery roads
- Water contamination
- Metal corrosion
- Damage to buildings, machinery, and electronics

Although ash can cause costly property damage, it rarely threatens lives except in cases like roof collapse from heavy accumulation or traffic accidents due to reduced visibility.

Prepare for Volcanic Ash

- In addition to emergency supplies for earthquakes, have goggles, masks, plastic covers for electronics, vacuum, and shovel.
- Return home if possible.
- Close all doors and windows.
- Place damp towels at door thresholds.
- Wrap sensitive electronics in plastic.
- Bring pets inside.

During Volcanic Ashfall

- Go indoors immediately.
- Turn off fans, heating/AC systems, dryers, and vents.
- Wear a mask and avoid wearing contact lenses.
- If outside, cover your nose and mouth with a mask or cloth.
- Wrap sensitive electronics in plastic.
- Clean ash carefully using a vacuum or damp cloth (no dry sweeping).
- Let ash in water settle before using.
- Shelter in a car or building if needed.
- Shovel ash from walkways to prevent slips.
- Wellness check on neighbours by phone or in person if safe to do so.

Responsibilities of the Chief Warden and Zone Wardens

The Chief Warden and Zone Wardens play an essential role in carrying out the community emergency plans. They are volunteers who have generously committed their time and effort to help prepare for and respond to potential emergencies.

Some Wardens may have first responder training, while others may not. Regardless of their background, each has stepped forward with a strong sense of responsibility and a willingness to support everyone in our community. All Wardens are familiar with their role and the tools available to carry it out.

During an emergency, situations can become stressful and fast-moving. In these moments, it is important that residents remain patient and respectful toward the Wardens, who are doing their best under pressure to guide and assist others.

Wardens use the information from the Community Planning Survey to identify residents who need assistance and residents who are willing to volunteer during an emergency. Each emergency will be different and in some circumstances the Wardens' responsibilities will be to their own families before helping other residents.

The following is a brief description of the Wardens' responsibilities so residents can work with them to support a safe and effective emergency response.

Earthquake

An earthquake requires the most involved and variable emergency plan.

Chief Warden, with the help of a Council member:

- Use information from the Zone Wardens to coordinate the emergency response.
- Ensure there is a Zone Warden and sufficient volunteers in each zone to assist residents.
- Organize basic first aid for residents in need.
- Coordinate with first responders when they are available.
- Organize evacuation if it is necessary.

Zone Wardens

- Locate themselves in a visible safe area.
- Consult with Chief Warden.
- Coordinate volunteers to respond to priority needs.
- Record residents to ensure all are accounted for.
- Open vehicle gates and pedestrian gates.
- Follow evacuation plan if it is necessary.

It is helpful to let your neighbours know when you are away on holiday.

Fire - Unit

If contacted by a resident, the Chief Warden and Zone Wardens assist as required. It is the resident's responsibility to contact the fire department and ensure everyone is evacuated from the unit.

Fire - Forest

Wardens will ensure the vehicle and pedestrian gates are open as soon as they are aware of the danger. The Chief Warden will ensure fire responders have been notified.

If Coventry Woods is on evacuation alert, Wardens can act as a resource and may be able to organize some assistance. If Coventry Woods is expected to evacuate immediately, their only responsibility is to open the gates. Residents are expected to prepare their own units and help neighbours as outlined in the Fire - Forest Emergency Response section.

Gas Leaks

If notified, the Chief Warden and Zone Wardens can offer support. Residents are responsible for contacting FortisBC and making sure the unit is evacuated.

Prolonged Power Outage

Council will ensure sump pump for sewage and wastewater is maintained to prevent sewage back up.

Wardens will reach out to residents by phone or in person to make sure they are coping. Volunteers may be asked to assist Wardens in contacting residents. Wellness checks on neighbours are important throughout a prolonged power outage.

Severe Weather

Wardens will reach out to residents by phone or, if the situation permits, in-person. Volunteers may be asked to assist Wardens in helping residents who need support preparing their units. Residents are encouraged to do wellness checks on their neighbours.

Toxic Spills

Wardens will contact residents by phone to make sure they are aware of the situation, as residents may be ordered to remain in their units. If the area is to be evacuated, Wardens will ensure vehicle gates are opened.

Volcano

Wardens will contact residents by phone to make sure they are aware of the situation, as all residents may be ordered to remain in their units. If the area is to be evacuated, Wardens will ensure vehicle gates are opened.

The Emergency Response Plan was developed by a committee assigned to create a comprehensive program for Coventry Woods. Feedback from residents is always welcomed and appreciated.

Following any emergency, the plan will be reviewed and evaluated, and updates may be made if needed.

Residents are strongly encouraged to read the plan and become familiar with the information it contains.

Thank you for your cooperation and support.