

Append 1: Division additional measures to ensure business continuity

In addition to the City of Saskatoon's exposure control plans examples of divisions additional steps to ensure high-valued and needed public services.

Saskatoon Water

In addition to following the City's exposure control plans, Saskatoon Water has enhanced these plans to include restriction of all non-essential meetings and increasing physical distancing measures. They have maintained their workplace cleaning, hygiene and enhanced Personal Protective Equipment requirements. Saskatoon Water continues to monitor and adjust as required.

Saskatoon Transit

In addition to following the City's exposure control plans, Saskatoon Transit and Access Transit have made adjustments to ensure services continue in case of impact of staffing levels due to COVID-19. These include adjusting same day booking for Access Transit when staffing is below a certain threshold; moving to overtime when required due to staff absences, and the planning area is currently working on an emergency sign up for Operators similar to what occurred during the initial impact in March 2020. This would be implemented if staffing absences increased significantly from current levels.

Saskatoon Fire Department

The Saskatoon Fire Department has activated their Tactical Operation Centre (SFD-TOC) to ensure ongoing public safety during the impact of Omicron. The SFD-TOC has a resource section that continually monitors staffing levels and adjusts as required. This does include using overtime to ensure staffing levels are adequate. All core services are being provided without disruption.

Roadways, Fleet and Support

The Roadways, Fleet and Support continues to exceed the requirements of the City's exposure control plans. In addition to ensure service delivery continues they have adjusted to: daily operation planning done virtually on Teams rather than in-person, rather than all crew members meeting in a crew trailer, most roadways crew members receive equipment and work assignments for their shift via text message from their supervisor. When this is not possible, the supervisor will meet with only two employees at a time so that physical distancing can be maintained. At this time, there has been no service delivery impacts due to staffing levels.

Service Saskatoon

Service Saskatoon has been able to continue 24/7 support to the residents of Saskatoon by following the City's exposure control plans, callback activation and staff scheduling adjustments. Staff have been rotating between in office support, for radio operations and in person service, and working from home when possible. Callback features have been activated on the phone system to avoid long hold times. Staff have

also been broken into two separate pods as an extra measure to ensure 24/7 coverage. Contingency plans are in place for social media coverage and overtime utilized for all Care Centre functions when required.

Saskatoon Light & Power

Saskatoon Light & Power has separated field staff by having them report for work at different locations since May 2020. Previously all staff reported to our Operations Centre on Brand Road each morning. Staff now report to our Training Centre, the former Transit Maintenance Facility and a number of substations. Interactions between field staff working from each area is minimized. We have also hired fulltime cleaning staff to disinfect surfaces on a daily basis. Office staff have been assigned a rotational schedule for either working from the office or home in order to limit the number of people in our office while ensuring operations requirements are met. A Tactical Operations Centre for SL&P was established in March 2020 and has been meeting regularly to assess risks and change practices when necessary.

Water and Waste Operations

The Water and Sewer groups continue to follow the City's exposure control plans, with staggered start times for crews and additional warm-up space at work sites. Off-shift staff are available for overtime callouts to meet any daily staffing shortages. Contractors remain available for urgent work and some less urgent work has been delayed. Waste Collections continues with operational planning and dispatch over radio. Off-shift staff are being called in on overtime to cover any daily staff shortage. Seasonal recall staff have been identified in the event of significant longer-term staff shortages. The City also has an agreement in place with private waste haulers that could assist if required. Landfill Operations follow the exposure control plans and overlapping shifts have been eliminated. All staff that can work from home are doing so.