



Saskatoon Winter Emergency Response Plan

An Indecent Specific Annex to the City of Saskatoon Municipal
Emergency Plan

Saskatoon Emergency Management

2024 - 2025



Revision History

Details	Revised by	Revision Number	Revision Date
Plan creation	P. Goulden-McLeod	001	October 20, 2022
Plan revision	P. Goulden-McLeod	002	November 16, 2022
Plan revision	P. Goulden-McLeod	003	April 2023
Plan revision	P. Goulden-McLeod	004	October 2024

Saskatoon Emergency Winter Response Planning Considerations

In Saskatoon members of the Emergency Winter Response Plan believe that ensuring all residents in Saskatoon have access to a safe location during winter cold is the responsibility of all members. Working together we can provide a whole community approach to enhance options for those who are experiencing homelessness.

Cold weather in Saskatoon is a routine occurrence. This response is intended to escalate and provide enhanced communication and coordination during the whole winter and extreme cold periods during the winter. Risk for Saskatoon residents experiencing homelessness occurs throughout the winter. In Saskatoon member agencies work to provide options for those who are homeless through regular operations of outreach services, winter warming, and access to emergency social services. Homelessness is a complex issue that requires multi-sector planning with a client centered trauma informed approach. This Emergency Winter Response Plan is one process in the overall community-wide coordinated, strategic and data-driven approach required to deliver services, housing and programs.

Principles

- No one should sleep outside during cold weather.
- Individuals' dignity should be respected.
- Health and safety of staff and other residents is always a priority.
- All members of the emergency response will work collaboratively to ensure that individuals and families experiencing or at-risk of being without a place to sleep overnight are aware of safe, available sleeping options.
- All members of the emergency response will work together respectfully.

Plan Objectives

1. Establish a process for ensuring winter resources are in place and monitoring potential extreme cold events to improve situational awareness and communication between the Saskatoon Emergency Management Organization (EMO) and Organization Members leading up to and during extreme cold events.
2. Empower individuals experiencing homelessness, and those who support or reach out to them, with accurate, timely information and resources needed to keep safer during extreme cold weather.
3. Identify potential thresholds and triggers for Saskatoon EMO and Organization members where coordination or assistance from EMO may be requested.

4. Identify and plan for response to potential secondary consequential events during an extreme cold event.

Autonomy of Emergency Response Members

Routine cold weather operations are managed by each member in accordance with their organizational policies, procedures and practices. This emergency response plan acknowledges the autonomy of these organizations' members.

This plan recognizes autonomy of organizations along with unity in leadership and response.

Unity of Leadership and Autonomy of Command is a basic principal of all Emergency Operation Centre (EOC) activations in Saskatoon.

1. Extreme Cold Weather

1.1 Purpose

1.1.1 Services and Support for Impacted Residents

The purpose of this annex to the City of Saskatoon's Municipal Emergency Plan (MEP) is to establish a coordinated approach by which the Saskatoon Emergency Management Organization (EMO) and its Organization Members will provide services and support for residents impacted by a winter cold weather and extreme cold weather events, with an aim to reduce the incidence of extreme cold-related illness and death in Saskatoon.

1.1.2 Alignment with the Municipal Emergency Plan (MEP)

This annex does not change policies and directions provided in the MEP, such as the activation of the MEP and the opening of the Emergency Operations Centre (EOC). This annex provides additional guidance that may be used to complement the MEP.

1.2 Activation Levels

Levels for activation of the Saskatoon Emergency Winter Response Plan will be determined and followed. The activation levels will define clear operational requirements for all members.

Emergency Winter Response Plan Activation Levels



Saskatoon Winter Emergency Response Plan Activation Levels



	PURPOSE	PROPOSED STAFFING	DURATION
WATCH	<ul style="list-style-type: none"> Saskatoon EMO and members monitor emerging events improving situational awareness. Member organizations follow normal operational procedures in ensuring individuals have information about warming locations and emergency shelter. 	<ul style="list-style-type: none"> Routine Staffing. Routine Operations. 	<ul style="list-style-type: none"> Ongoing.
EOC ACTIVATION LEVELS			
LEVEL I Elevated Watch – November 1st to March 31st	<ul style="list-style-type: none"> During the months of November through the end of March, there is an increased risk for those experiencing homelessness due to cold weather. 	<ul style="list-style-type: none"> Advisory Committee members and the City of Saskatoon will provide direction on the need for additional resources to be in place for the whole winter. 	<ul style="list-style-type: none"> November 1st – March 31st.
LEVEL II Response	<ul style="list-style-type: none"> Air temperature or wind chills are expected to reach -30C according to ECCC website hourly forecast page for more than 2 days but less than 10 days. Air temperature or wind chill is expected to reach -40C for longer than 2 days but less than 5 days. When 20 cm of snow falls within 12 hours or less. 	<ul style="list-style-type: none"> Level II EOC alert issued to all members through notifynow. 401s required from all member organizations. Task force groups meet virtually in set operational periods. 401s required for each operational period. Saskatoon EMO shares a daily Situational Report. 	<ul style="list-style-type: none"> More than two Operational periods (2 days).
LEVEL III Complex Response	<ul style="list-style-type: none"> Air temperature or wind chills are expected to reach -30C according to ECCC website hourly forecast page for more than 10 days. Air temperature or wind chill is expected to reach -40C for longer than 5 days. When 25 cm of snow falls within a 24 hour period. 	<ul style="list-style-type: none"> Full scale activation of all members. 401s required from all member organizations. Saskatoon EMO shares daily situational reports to organizations. Task force and command virtual meetings in set operational periods. 	<ul style="list-style-type: none"> Long-term activation through recovery operations.

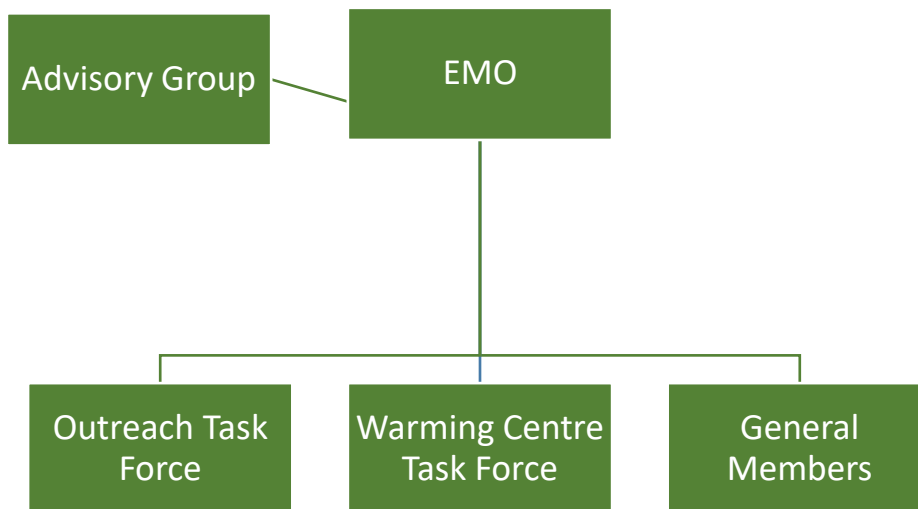
After each activation of this plan Saskatoon EMO will conduct an after-action review. After action review recommendations may lead to plan updates.

2. Emergency Response Structure

An emergency response plan is a short-term coordination of organizations to enable multiagency collaboration to provide life-safety during extreme cold weather. It is intended to ensure that during extreme cold weather events all residents have access to a safe location at night.

This structure is developed for the duration of the Emergency Winter Response Plan activation. It is not an ongoing structure for organizational relationships.

Emergency Winter Response Plan Organizational Structure



Saskatoon EOC Principles:

- Unity in Leadership
- Autonomy of Command
- Facilitate Access
- Leverage Networks
- Coordinate
- Collaborate
- Communicate

Advisory Group Members

Policy Group members provide subject matter expertise throughout the plan development and the response.

- City of Saskatoon Communications and Public Engagement
- Central Urban Metis Federation Inc. - CUMFI
- Environment and Climate Change Canada
- Ministry of Social Services
- Prairie Harm Reduction
- Saskatchewan Housing Initiatives Partnership (SHIP)
- Saskatchewan Health Authority
- Saskatoon Friendship Inn
- Saskatoon Indian and Metis Friendship Centre
- Saskatoon Emergency Management Organization (EMO)
- Saskatoon Police Service
- Saskatoon Tribal Council
- The Salvation Army - Saskatoon

Task Force Members

A task force is an emergency management term for “any combination of resources assembled to support a specific mission or goal. All resources within a task force have a common communication and a designated lead.”

The task force lead is the designated individual who coordinates communication and planning. This lead position is only for the duration of the activation. The lead position does not imply supervision of the other organizations or a position of authority. It is to provide enhanced coordination during the duration of the activation.

There are four task forces within this emergency response plan: Outreach, Warming Locations and General Supports.

The members of the task forces will work together to ensure that designated objective provides a coordinated service. These members will also support the identification of any gaps in service and provide information to be shared with other task forces.

- **Outreach Task Force**

The members of the Outreach Task Force are organizations that connect with individuals who may require emergency shelter or warming locations. They provide initial assessment regarding individual wellness and possible resources requirements.

- **Winter Warming Centre Task Force**

Members of the Warming Centre Task force are organizations that provide locations where individuals can spend time indoors to warm up from the extreme cold weather. Some locations offer coffee, tea and snacks.

- **General Support Task Force**

Members of the General Support Task Force are organizations that can provide information about warming centres, emergency shelters, and outreach services. They may also provide items such as toques, mitts, jackets, blankets to individuals requiring these cold weather essentials.

NOTE:

The Ministry of Social Services works with community partners across the province to ensure everyone has access to safe shelter and supports throughout the year. Cold weather strategies are community-driven responses where our partners take the lead in their local communities during the winter months. This work between community and government partners will continue to develop over the coming weeks.

Those seeking emergency shelter in Saskatoon can contact the regional Income Assistance Office Monday – Friday from 8:00 a.m. – 12:00 p.m. and 1:00 p.m. to 5:00 p.m. at 306-933-5960, or attend the office at 160 2nd Ave South, Saskatoon, to discuss emergency shelter options. The Salvation Army provides Emergency After Hours Support when the Ministry is closed. Anyone can call the Salvation Army at 306-244-6280 between the hours of 5pm and 8am and weekends and holidays for service.

Emergency shelter options explored will include any option of staying with family and / or friends; a stay at one of the City's enhanced shelters; or, when no other resources are available, hotel stay. Appropriate enhanced shelter options are determined on a case-by-case basis.

Enhanced shelter services are available 24/7 365 days per year. There is no change during a cold weather activation.

Appendix A: Outreach Task Force Members

- EGADZ
- FASD Network of SK
- Free the People
- John Howard Society of Saskatchewan
- Metis Nation – Saskatchewan
- Prairie Harm Reduction
- Saskatoon Crisis Intervention Service
- Saskatoon Fire Department – Fire Community Support
- Saskatoon Indian and Metis Friendships Centre
- Saweyihtotan Mobile Outreach
- Saskatoon SAGE Clan
- Saweyihtotan Mobile Outreach

Appendix B: Winter Warming Locations Task Force Members

- Canadian Mental Health Association, Saskatoon Branch
- EGADZ Youth Centre
- FASD Network
- Prairie Harm Reduction
- Saskatoon Friendship Inn
- Saskatoon Indian and Metis Friendship Centre
- Saskatoon Public Library – all locations
- The Bridge on 20th Street
- The Salvation Army in partnership with St. Mary's Church

Appendix C: Emergency and Enhanced Shelter Task Force Members

- YWCA Saskatoon
- The Salvation Army Crossroads Men's Emergency Shelter

Appendix D: General Support Task Force Members

- 211 Saskatchewan
- City of Saskatoon:
 - Facilities Branch
 - Human Resources – Occupational Health and Safety
 - Recreation and Community Development
 - Roadways, Fleet and Support
 - Saskatoon Fire Department
 - Operations
 - Saskatoon Transit
- Commissionaires
- FASD Network SK
- Greater Saskatoon Catholic Schools

- ICM
- Medavie Health Services West
- Prairie Harm Reduction
- Quint Development Corporation
- Sanctum Care Group
- Saskatchewan Health Authority
 - City Hospital
 - Health Emergency Management
 - Medical Health Officers
 - Population Health
 - Royal University Hospital
- Saskatoon Community Foundation
- Saskatoon Crisis Intervention Service
- Saskatoon Fire and Flood
- Saskatoon Food Bank and Learning Centre
- Saskatoon SAGE Clan
- Saskatoon Search and Rescue
- Saskatoon Trades and Skills Centre
- St. Paul's Hospital
- SWITCH
- Westside Community Clinic

Appendix E: All Members of the Emergency Winter Response Plan:

1. 211 Saskatchewan
2. Canadian Mental Health Association
3. City of Saskatoon:
 - a. Communications and Public Engagement
 - b. Facilities Branch
 - c. Human Resources – Occupational Health and Safety
 - d. Recreation and Community Development
 - e. Roadways, Fleet and Support
 - f. Saskatoon Fire Department
 - i. Community Risk Reduction
 - ii. EMO
 - iii. Fire Community Support
 - iv. Operations
 - g. Saskatoon Transit
4. CLASSIC – Community Legal Assistance Services for Saskatoon Inner City of Saskatoon
5. Commissionaires
6. EGADZ
7. Environment and Climate Change Canada
8. FASD Network SK
9. Free the People
10. Greater Saskatoon Catholic Schools
11. ICM
12. John Howard Society of Saskatchewan
13. Medavie Health Services West
14. Metis Nation – Saskatchewan
15. Prairie Harm Reduction
16. Quint Development Corporation
17. Sanctum Care Group
18. Saskatchewan Health Authority
 - a. City Hospital
 - b. Health Emergency Management
 - c. Medical Health Officers
 - d. Population Health
 - e. Royal University Hospital
 - f. St. Paul's Hospital
19. Saskatoon Community Foundation
20. Saskatoon Crisis Intervention Service
21. Saskatoon Fire and Flood
22. Saskatoon Food Bank and Learning Centre
23. Saskatoon Friendship Inn
24. Saskatoon Indian and Metis Friendship Centre
25. Saskatoon Open Door Society
26. Saskatoon Public Library
27. Saskatoon SAGE Clan

28. Saskatoon Search and Rescue
29. Saskatoon Trades and Skills Centre
30. Saweyihtotan Mobile Outreach
31. St. Paul's Hospital
32. SWITCH
33. The Bridge on 20th Street
34. The Mustard Seed
35. Westside Community Clinic
36. YWCA Saskatoon

Appendix F: City of Saskatoon Communications and Public Engagement (CPE): Communication Plan for Extreme Cold Weather Emergency Response

City Council Reports

Each fall, Saskatoon EMO will provide a report to Saskatoon City Council to provide an update on the planning for the winter season. Each spring, EMO will provide City Council with a report that summarizes the activations that occurred for the past winter.

Warm-Up Locations Poster

CPE will liaison with EMO, other members of the Extreme Cold Weather Strategy and City of Saskatoon Visual Communications Coordinators to create a Warm-Up Locations poster. The poster will be updated and distributed electronically to members as the strategy evolves and locations are added/revised. Members will be responsible for printing their own paper copies. A time stamp will be included on the poster to ensure members are working with the latest version.

Website

CPE will keep information about Extreme Cold Weather Response accurate and up to date on the City of Saskatoon website, including a link to the latest Warm-Up Locations poster. A quicklink to the webpage will be created for easy reference:
saskatoon.ca/cold.

Social Media

The social media plan for sharing the Warm-Up Locations poster is as follows:

Poster is published to:

- Twitter (EMO) - [@SaskatoonEMO](https://twitter.com/SaskatoonEMO)
- Facebook (SFD) - [@saskatoonfire](https://www.facebook.com/saskatoonfire)
- Instagram (SFD) - [@saskatoonfireddepartment](https://www.instagram.com/saskatoonfireddepartment)

And retweeted/shared:

- Twitter (SFD) - [@saskatoonfire](https://twitter.com/saskatoonfire) shares from EMO Twitter
- Twitter (COS) - [@cityofsaskatoon](https://twitter.com/cityofsaskatoon) shares from EMO Twitter
- Facebook (COS) - [@cityofsaskatoon](https://www.facebook.com/cityofsaskatoon) shares from SFD Facebook

Members of the Extreme Cold Weather Emergency Response are encourage to re-share this information on their social media accounts

Appendix G: Historical Weather Information

Historical weather information provides the members of this response with background information to help determine the number and length of possible activations of this plan.

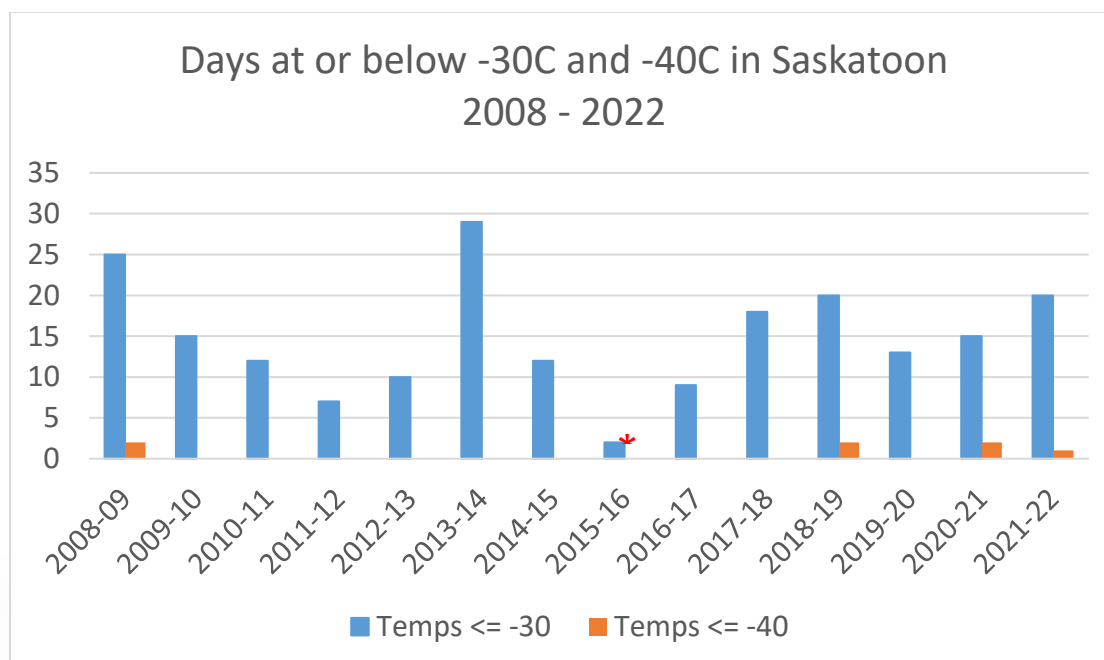
This information has been provided by Environment and Climate Change Canada.

Days with temperatures (averages) in Saskatoon.

	<u>Days with Minimum Temperature</u>												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
> 0 °C	0.0	0.07	1.2	10.4	24.9	29.9	31.0	31.0	25.6	9.7	1.0	0.04	164.8
<= 2 °C	31.0	28.2	30.9	23.9	10.3	0.89	0.04	0.50	8.0	25.7	29.8	31.0	220.1
<= 0 °C	31.0	28.2	29.8	19.6	6.2	0.15	0.0	0.04	4.4	21.3	29.0	31.0	200.4
< -2 °C	30.9	27.7	26.7	13.9	3.2	0.0	0.0	0.0	1.9	15.5	27.2	30.9	177.7
< -10 °C	27.2	22.2	13.2	2.0	0.15	0.0	0.0	0.0	0.0	1.9	14.0	25.0	105.6
< -20 °C	15.1	11.3	4.5	0.15	0.0	0.0	0.0	0.0	0.0	0.11	3.8	12.2	47.1
< -30 °C	6.4	3.0	0.59	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.38	4.0	14.3

Saskatoon, on average, experiences 14.3 days a year with temperatures below -30C, the trigger for plan activation.

Days with Temps < -30C, < -40C in Saskatoon



Appendix H: Information Resources

Environment and Climate Change Canada Hourly Local Forecast:

- https://weather.gc.ca/forecast/hourly/sk-40_metric_e.html

City of Saskatoon – Extreme Cold Weather Emergency Response

- <https://www.saskatoon.ca/services-residents/fire-emergency/emergency-management/extreme-cold-weather-emergency-response-plan>

Appendix J: After Action Review

Immediately after each activation of this plan an after-action review process will occur. Saskatoon EMO will request all members respond to the following questions:

1. Name of organization and member completing the after-action review.
2. What worked well this activation?
3. Were there any gaps or issues with this activation?
4. Any suggestions for the next activation?

Saskatoon EMO will share the responses with all members. If a plan update is required based on this review the updated plan will be shared with all members.

In April of each year an over-all after-action review will occur. This will provide information for updating the plan for the following year.