



PANDEMIC READINESS

Did you know?

- One of the purposes of a municipality is to develop and maintain a safe and viable community.
- *The Emergency Planning Act* requires each municipality to establish an emergency organization, appoint an emergency measures coordinator, and adopt a municipal emergency plan.
- With the potential threat of an H1N1 influenza pandemic, municipalities will be expected to implement their contingency plans and lead the response activities in their communities.
- In the event of an emergency, assistance from the Province and Regional Health Authorities may be requested.

In the event of a pandemic a municipality must be ready to:

- Help educate its employees and the public about flu prevention
- Protect the municipal workforce and workplaces
- Protect the public utilities
- Communicate to its residents when needed about local contingency plans

Some questions to consider:

1. Does the municipality have an emergency plan in place?

- Yes – When should the plan be executed? Who will mobilize the plan?
- No – Will you put a plan in place?
- Who can you call if you have questions about municipal emergency planning? (see below)

2. What services provided by the municipality would/should be considered essential to the health and safety of the community?

- Public Utilities – water, sewer, waste management
- Transportation services – maintenance of streets and roads
- Protective services – fire, policing

3. How will essential services be maintained in the event of a pandemic?

- Who will provide the service if the public workforce is affected by the epidemic?
- What is the minimum # of personnel needed to maintain essential services to residents?
- Can any staff members be reallocated to continue providing essential services?

4. How will the municipality educate the public?

- Who?
- How?
- How often?

5. How can the municipality protect the municipal workforce?

- Promote proper hand hygiene and cough etiquette
- Provide hand sanitizer
- When should municipal employees stay home?

6. How can public places in the municipality be protected?

- Cleaning
- Limiting public use
- When will the municipality stop providing a service and/or close public facilities?

7. Can the municipality work with one or more neighboring municipalities to provide services?

8. What should a municipality do if it does not have a plan in place?

Where to go for assistance:

Emergency Planning

- The Ministry of Corrections, Public Safety, and Policing can provide advice on emergency planning. The 24-hour inquiry line for Sask EMO is 1-306-787-9563.
- The Ministry of Corrections, Public Safety and Policing has developed a document entitled “Nine Steps for Emergency Plan Development” to guide municipalities when putting an emergency management plan in place. The document includes sample bylaws related to establishing an EMO Committee, documentation to declare a state of emergency, and worksheets to analyze the needs of the community in preparing for emergencies. The document can be printed and/or downloaded at <http://www.cpsp.gov.sk.ca/DVD/site/>
- It is estimated that up to 30% of the municipal workforce may be affected by influenza at any one time. Municipalities are encouraged to establish contingency plans to ensure back-up for workers directly involved with the provision of essential services. Municipalities are requested to identify those businesses that, if service was not provided, would adversely affect municipal response to service delivery and emergencies. Those companies should be contacted directly to ensure they know of the municipality’s dependence on them and what the dependence is for. A back-up plan should be developed for each interdependency identified. If there is time, municipalities are encouraged to exercise their plan to determine functionality.
- If a municipality has particular concerns about a service being at high risk in the event of a pandemic, they can advise Sask EMO at 1-306-787-9563. The municipality should be prepared to explain its contingency plans with respect to preparation, response and recovery.

Health and Workplace Information Sources

- Ministry of Health website at <http://www.health.gov.sk.ca/influenza-monitor>, or by telephone: 1-800-667-7766
- Occupational Health and Safety: <http://www.labour.gov.sk.ca/h1n1-influenza-ohs>, or by telephone: 1-800-567-7233
- HealthLine – questions or concerns may be directed to the HealthLine to speak to a registered nurse at 1-877-800-0002 (in Saskatchewan) or visit HealthLine Online at <http://www.health.gov.sk.ca/healthline-online>
- Your applicable Regional Health Authority – the Ministry of Health has a map of health regions, and listings to show which region a community is in: <http://www.health.gov.sk.ca/health-regions-map>.
- National website: <http://www.fightflu.ca/> or call 1-800-454-8302