

Saskatchewan Provincial Emergency Management Plan



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Acronyms

CCEMO	Canadian Council of Emergency Management Organizations
CISM	Critical Incident Stress Management
CMA	Census Metropolitan Areas
DEOC	District Emergency Operations Centre
DFAA	Disaster Financial Assistance Arrangements
DMCEM	Deputy Ministers' Committee on Emergency Management
EMS	Emergency Medical Services
EOAC	Emergency Operations Advisory Council
EOC	Emergency Operations Centre
EPO	Emergency Planning Officer
ESO	Emergency Services Officers
IAP	Incident Action Plan
ICP	Incident Command Post
ICS	Incident Command System
ISA	Intelligence and Situational Awareness Unit
LOU	Letter of Understanding
MAA	Mutual Aid Agreements
NEMAC	Northern Emergency Management Assistance Compact
PDAP	Provincial Disaster Assistance Program
PEMC	Provincial Emergency Management Committee
PEOC	Provincial Emergency Operations Centre
PPSTN	Provincial Public Safety Telecommunications Network
SPSA	Saskatchewan Public Safety Agency

1 General

1.1 Introduction

Saskatchewan, like other jurisdictions, is increasingly challenged by the possibility of both natural and human induced emergency events that can have a significant impact on people, property, critical infrastructure, the environment and the economy.

Natural disasters have become more frequent and severe, and human induced disasters, such as terrorism and hazardous materials spills, pose an ongoing threat. The possibility of these threats occurring serves as a constant reminder of the need for emergency preparedness in this province.

1.2 Purpose

The Provincial Emergency Management Plan (Plan) establishes the comprehensive Government of Saskatchewan-wide framework for planning for, and responding to, emergencies or disasters that require an integrated and coordinated provincial response.

1.3 Scope

The Plan:

- Outlines an all-hazards methodology compatible with the Incident Command System (ICS);
- Includes an overview of Government of Saskatchewan's emergency management governance structure;
- Provides emergency management guidance to Ministries, Crowns, and Agencies;
- Describes roles and responsibilities of Ministries, Crowns, and Agencies during a response; and, Describes the relationship between Government of Saskatchewan and municipal emergency responses, including the role of local authorities and municipal Emergency Operations Centres.

1.4 Strategic Objectives

The strategic objectives of the Plan are:

- To save lives and reduce suffering;
- To protect the environment and property;
- To maintain public confidence;
- To reduce economic and social losses; and,
- To enable rapid and comprehensive recovery.

1.5 Relevant Legislation and Authorities

1.5.1 Federal

Public Safety Canada is responsible for the national emergency response system. In the event of a national emergency, the federal government's all-hazards response plan, *The Federal Emergency Response Plan*, is activated.

The Emergency Management Act

The Minister of Public Safety and Emergency Measures is responsible for exercising leadership relating to emergency management in Canada by coordinating emergency management activities among government institutions and in cooperation with the provinces and other entities.

The federal Minister's responsibilities include:

- **Coordinating the activities** of government institutions relating to emergency management with those of the provinces – and supporting the emergency management activities of the provinces – and through the provinces, those of local authorities;
- **Establishing arrangements** with each province whereby any consultation with its lieutenant governor in council with respect to a declaration of an emergency under an Act of Parliament may be carried out effectively;
- **Coordinating the provision of assistance** to a province in respect of a provincial emergency, other than the provision of financial assistance and the calling out of the Canadian Forces for service in aid of the civil power under Part VI of the *National Defence Act*;
- **Providing assistance other than financial** upon the request of the province; and,
- **Providing financial assistance** to a province if:
 - I. A provincial emergency in the province has been declared to be of concern to the federal government under section 7;
 - II. The Minister is authorized under that section to provide the assistance; and,
 - III. The province has requested the assistance.

1.5.2 Provincial

Four provincial Acts¹ provide direction on preparing for, and responding to, emergencies:

1. *The Saskatchewan Public Safety Agency Act*;
2. *The Emergency Planning Act*;
3. *The Government Relations Administration Act*; and,
4. *The Fire Safety Act*.

1. The Saskatchewan Public Safety Agency Act

The Saskatchewan Public Safety Agency Act provides direction on the purpose and work of the SPSA. With respect to preparing for, and responding to, emergencies, *The Saskatchewan Public Safety Agency Act* provides the SPSA with the authority to:

- Provide for the **development, implementation, delivery and operation of emergency management and wildfire management services**;
- **Plan, manage, deliver, coordinate and prioritize emergency management and wildfire management services** as needed, including information technology, programs, services, infrastructure and support services;
- **Identify and advise on issues, opportunities and planning options** relating to emergencies, emergency management, wildfire management and other public safety services;

¹ While *The Wildfire Act* pertains to the work of the SPSA, it does not direct provincial all-hazards preparation or response; it is a hazard-specific Act.

- **Promote, undertake and coordinate research, data collection, investigations, surveys, studies, programs and activities** relating to emergencies, disasters, emergency management and wildfire management services in Saskatchewan; and,
- Provide **training and training exercise programs**.

2 *The Emergency Planning Act*

The Plan is created under the authority of *The Emergency Planning Act*, which gives the Minister the appropriate, delegated authority and responsibilities to carry out the following required roles:

- To **receive, review and approve any emergency plan** or advise on emergency matters prepared by the provincial planning committee;
- To **enter into agreements** with the Government of Canada, the governments of any province or territory of Canada, or any agency of these governments, that deals with emergency plans;
- To **make surveys and studies** to identify and record **actual and potential hazards** that may cause emergencies;
- To **conduct public information programs** relating to the prevention and reduction of damage in emergencies; and,
- Once a **provincial emergency declaration** has been issued and for the duration of the state of emergency, the Minister may **put into operation any emergency plan or program** that the Minister considers appropriate.

Sections 4 and 5 of *The Emergency Planning Act* establish the provincial planning committee, the Provincial Emergency Management Committee (PEMC). The PEMC is charged with:

- **Carrying out the preparation of an emergency plan for Saskatchewan** to govern the provision of necessary services during an emergency and the procedures under and the manner in which persons will respond to an emergency; and,
- **Advising the minister** respecting emergency planning matters.

Section 17 describes the process for declaring a Provincial State of Emergency, as well as the powers of the Minister in an emergency (see Part 3 – Notification and Declaration Processes).

3 *The Government Relations Administration Act*

This Act gives the Minister the responsibility for **all matters not assigned by law** to any other minister, ministry or agency of the Government of Saskatchewan **relating to public safety, emergencies and emergency management** in Saskatchewan, including:

- Coordinating, developing, implementing, evaluating, promoting and enhancing **policies, programs, procedures and standards** related to:
 - The safety of the public;
 - Emergency planning; and,
 - Emergency management.
- **Cooperating with other public and private organizations or agencies** to achieve measures to improve public safety, responses to emergencies and emergency management.
- Providing for the establishment and supervision of **training courses**.

4 *The Fire Safety Act*

Section 7(2) of *The Fire Safety Act* gives the Fire Commissioner powers in an emergency.

- In an emergency requiring fire department services, the fire commissioner may, after reasonable consultation with a local authority or if a local authority is unable or unwilling to provide a response, take any action the fire commissioner considers necessary to meet the emergency and to eliminate, reduce or control its effect, including:
 - a. **Establishing ICS**, if one is not already established by a local authority, to direct and manage fire department services, police services, environmental services and all other emergency services personnel in attendance at the site of the emergency;
 - b. **Coordinating all emergency services personnel in attendance at the site of the emergency** in accordance with the incident command structure established pursuant to clause (a) (above); and,
 - c. **Implementing any plan** that the fire commissioner considers appropriate to eliminate, reduce or control the effects of the emergency.

1.5.3 *Municipal*

The Emergency Planning Act describes the responsibility of the local authority to assume direction and control of its emergency planning and response, unless the Minister assumes direction pursuant to clause 18(1)(c).

The Act also describes the process and conditions for declaring a local emergency (see Part 3 – Notification and Declaration Processes).

The Act directs municipalities to establish:

1. Emergency Measures Organizations

- Every local authority shall:
 - Establish a local emergency measures organization;
 - Appoint a local emergency measures coordinator; and,
 - Establish a local emergency planning committee composed of:
 - The emergency measures coordinator; and,
 - Any other persons the local authority considers necessary.

2. Municipal Emergency Plans:

- Every local emergency planning committee shall establish a municipal emergency plan governing:
 - The provision of necessary services during an emergency; and,
 - The procedures under and the manner in which persons will respond to an emergency.

3. Mutual aid areas:

- The purpose of establishing a mutual aid area is to pool the resources of local authorities, regional park authorities and the Crown in right of Saskatchewan in order to improve emergency response capabilities with respect to regional parts, provincial parks designated pursuant to *The Parks Act* and municipalities located within the mutual aid areas.
- A local authority may enter into agreements with all or any of the following for the purposes of establishing a mutual aid area:
 - Other local authorities;
 - Regional Park authorities; and,
 - The member of the Executive Council responsible for the administration of *The Parks Act*.

1.5.4 First Nations

Saskatchewan has an obligation to serve every citizen of the province. Many First Nations have a keen interest in growing their own response capacity and integrating their programs into the provincial public safety network. This movement to increased capacity is supported by the province and the federal government. Provincial agencies communicate regularly with First Nations and encourage both a local and a regional approach to planning and response. Arrangements are in place for First Nations to activate provincial resources and supports when they have exceeded their capacity. A cost-recovery relationship has been established with Indigenous Services Canada when activation of provincial resources occurs.

1.6 Components of Emergency Management

An emergency can be broadly defined as an abnormal situation that demands prompt, coordinated actions that exceed normal procedures, thereby limiting damage to people, property and/or the environment. Emergencies vary in scope and intensity, from small, localized incidents with minimal impacts, to multi-jurisdictional disasters resulting in significant impacts on humans and extensive damage to property, infrastructure, and the environment.

Emergency management consists of organized programs and activities taken to deal with actual or potential emergencies or disasters. Effective emergency management raises the understanding of risks and contributes to a safer, prosperous, sustainable, disaster resilient society.

1.6.1. All-Hazards Approach

Saskatchewan takes an all-hazards approach to emergency management. The all-hazards approach increases efficiency by recognizing and integrating common emergency management elements across all hazard types, and then supplementing these common elements with hazard specific sub-components to fill gaps only as required.

1.6.2 The Canadian Framework

Emergency Management in Canada is guided by *An Emergency Management Framework for Canada* (2007), which has been adopted by provinces, territories and the federal government. This framework outlines core emergency management concepts and principles, including the four pillars of emergency management.

1.6.3 The Four Pillars

Emergency management is comprised of four fundamental, interdependent principles:

- **Mitigation:** actions taken to identify and reduce the impacts and risks of hazards before an emergency or disaster occurs. This can include structural mitigative measures (i.e. construction of floodways and dykes) and non-structural mitigative measures (i.e. building codes, land-use planning and insurance incentives) to eliminate or reduce the risks of disasters. Each may be considered independently, or one may include the other.
- **Preparedness:** the ability and capacity to respond quickly and effectively to emergencies and to recover more quickly from their long-term effects and involves actions taken prior to an event to ensure the capability and capacity to respond. This can include emergency response plans, mutual aid agreements, resource inventories, equipment, and training and exercise programs.
- **Response:** actions taken during or immediately after an emergency or disaster for the purpose of managing the consequences. This includes actions such as emergency public communication or alerting, search and rescue, emergency medical assistance, and evacuation in order to minimize suffering and losses associated with disasters.

- **Recovery:** actions taken after an emergency or disaster to re-establish or rebuild conditions and services. These activities should be conducted with a view towards disaster risk reduction. There is a strong relationship between long-term sustainable recovery and mitigation of future disasters.

These four components are interdependent and may be undertaken sequentially or concurrently.

Effective implementation of the four emergency management components should be informed by robustness, redundancy, self-organization and efficiency, which are key attributes of community resilience.

1.7 Saskatchewan's Provincial Emergency and Event Management Organization

The Saskatchewan Public Safety Agency (SPSA) is Saskatchewan's emergency management organization, leading both emergency management and response. This includes the development and implementation of emergency management programs such as training, public education, business continuity planning, local emergency management planning, mitigation of wildland interface, volunteer corps recruitment and management, emergency communications infrastructure and programs such as Sask911, the Provincial Public Safety Telecommunications Network (PPSTN) and SaskAlert, and resources such as equipment and personnel.

The SPSA also leads the development and continuous improvement of the Plan, the over-arching Government of Saskatchewan emergency management and response plan.

During an emergency or disaster, the SPSA leads the coordination of government-wide responses from the Provincial Emergency Operations Centre (PEOC).

1.8 Lead, Supporting, and Coordinating Agencies

Lead Agency

For the purposes of this Plan, the lead agency is defined as the organization assigned by legislation, regulation, policy or a plan to lead in the emergency management of a specific hazard. The lead agency has the technical expertise to advise on the hazard specific actions to be taken during a response. Depending on the nature of the hazard and associated emergency, there may be times when response is co-lead by more multiple agencies.

Supporting Agency

For the purposes of this Plan, a supporting agency is an organization assigned by legislation, regulation, policy or a plan to assist in the management of an emergency event associated with a specific hazard. Supporting agencies may be tasked with providing general or specialized assistance to the designated lead agency.

Coordinating Agency

The coordinating agency is critical to the operation of the emergency management system and the Plan.

The coordinating agency is the organization assigned by legislation, regulation, policy or a plan to coordinate the efforts of different orders of government, supporting/logistic agencies and other emergency management partners (private sector, non-governmental organizations, etc.) to assist in the coordination of requests, allowing the lead agency to deal with the direct effects of the emergency event. When requested, the coordinating agency will also coordinate between two or more municipalities.

The coordinating agency is responsible for dealing with the indirect consequences of the specific event and ensuring public safety in non-affected areas of their jurisdiction.

The Province of Saskatchewan's coordinating agency is the SPSA.

1.9 Relationship to other Plans

The Plan is the overarching government emergency response plan and is designed to integrate the efforts and resources of the provincial government.

1.9.1 Concept of Operations

When multiple agencies, jurisdictions and levels of government are required to work together at an emergency or complex event, they will often choose to employ a common response management system in order to ensure the utmost level of compatibility. Most commonly, emergency responders, including government ministries.

1.9.2 Concept of Escalating Response

In accordance with the *Emergency Planning Act*, the local authority in an affected area is the first level of government responsible for dealing with an emergency. The local jurisdiction or affected Ministry, must recognize if pre-determined trigger points are currently occurring, or likely to occur, that indicate additional levels of organizational response, or EOC support are needed, and activate the appropriate levels of EOC support as needed.

When the coping capacities of a local authority are exceeded or are likely to be exceeded in the future a further escalation of response may be required by both the local authority and the SPSA. The levels of escalated response are defined as follows:

Table 1: Saskatchewan Provincial Emergency Escalation Levels

Level	Incident Type	Operational Level & Description	
5	Routine Incident (Localized Event)	Routine Operation	Local Response/ Local or Municipal EOC activated
4	Escalated Local Incident	Enhanced Operation	District Response/ District EOC activated
3b	Regionally/ Provincially Significant Incident	Virtual Operation	Multi-District Response (key ministries involved) Provincial EOC activated
3a		Full Operation	Multi-District Response (all ministries involved) Provincial EOC activated
2	Provincial/ Interprovincial Incident	Provincial Response	Provincial EOC activated
1	National Incident	National/International Response	Provincial EOC activated

LEVEL 5 - ROUTINE INCIDENT: In Saskatchewan, emergencies occur on a daily basis. Most are handled by trained first response agencies like fire and police departments and Emergency Medical Services (EMS) or by specially trained units within public or private sector organizations (i.e., response activities of Crown utilities in relation to their infrastructure).

Occasionally, emergencies occur where a response from additional organizations in the community are required, such as an event requiring an evacuation. In such circumstances, impacted local organizations, in addition to the first responders, may include municipal governments, Ministries/Crowns/Agencies, and/or non-governmental organizations (NGO) in accordance with the local emergency plan. At this level, request for support from mutual aid partners may also be required.

- The local EOC not activated due to the short duration of the event or emergency.
- No written situation assessment from the local authority is required to be submitted to the Provincial EOC.
- The incident is contained within the first operational period.

LEVEL 4 - ESCALATED LOCAL INCIDENT: When local resources and capacities are overwhelmed or could soon become overwhelmed, support for emergency response or management actions may be requested from one or more agencies of the Provincial government. In these circumstances, a Local Emergency Declaration may be made by municipal authorities in order to take certain actions in accordance with the *Emergency Planning Act*.

Such incidents or events involve the establishment of a local Incident Command Post (ICP) and/or Emergency Operations Center (EOC).

The Provincial (EOC) may be activated to assess the situation and make recommendations regarding the impacts from the emergency or event, and the appropriate level of EOC activation needed in order to coordinate and support Government of Saskatchewan resources in support of affected local authorities.

When local resources and capacities are overwhelmed or may soon become overwhelmed, one or more agencies of the provincial government may request emergency management support from the SPSA. When this support is requested, Government of Saskatchewan Emergency Planning Officer (EPOs) from impacted organizations will be activated to participate in, and support as needed, the provincial EOC process.

- The local EOC may or may not be activated. If it is activated, it will be minimally staffed.
- Several resources are required to mitigate the incident.
- No written situation report is required from the local authority but SPSA Intelligence and Situational Awareness Unit (ISA) may circulate situation products as needed
- The local authority may establish a local Emergency Operations Centre (EOC) and a Provincial Emergency Operations Centre may be activated to a heightened level in order to monitor, assess and provide coordination if requested by the local authority or government organization.

REGIONALLY/PROVINCIALY SIGNIFICANT INCIDENT: The Provincial EOC will be activated to this level (3b or 3a) at the direction of President of the SPSA, in order to coordinate and support Government of Saskatchewan resources in support of requesting jurisdictions. Local emergencies or events requiring low level Provincial EOC support will be managed as virtual EOCs (teleconferences and GoToMeeting). All Provincial EOC activities will be managed using the same processes introduced at this level of response.

LEVEL 3B – VIRTUAL EOC/KEY MINISTRIES IN EOC IF NEEDED: In situations where a particular hazard, such as a flood or forest fire, is impacting or threatening to impact multiple municipal authorities simultaneously, extraneous support and assistance from provincial authorities may be requested. Such circumstances often involve one or more Local Emergency Declarations, EOCs and governments, and can be complex in magnitude and scope.

- When the needs of the incident(s) or event(s) exceed local capabilities, the Incident Command process in the Provincial EOC will be activated as needed to match the complexity of response.

- Emergencies or events fitting within this category will extend past one or more operational periods.
- Written Incident Action Plans (IAP)s and or Situational Assessments will be required for each operational period.
- The Provincial EOC will rely on the virtual EOC process, possibly with a select few Ministries, Agency or Crown EPOs physically present in the Provincial EOC.
- One or more Ministry, Agency, and Crown business continuity plans may be activated, Government of Saskatchewan operations are functioning at acceptable levels.

LEVEL 3A – VIRTUAL EOC/ALL MINISTRIES IN EOC: In situations where multiple hazards are impacting or threatening to impact multiple municipal authorities simultaneously, extraneous support and assistance from provincial authorities may be requested. Such circumstances will involve multiple Local Emergency Declarations, EOCs and governments and can be complex in magnitude and scope. Furthermore, the presence of multiple locations requiring support and resources, often from the same agencies, can increase situational complexity.

The Provincial EOC will be activated to the appropriate level at the direction of the President of the SPSA, to coordinate and support Government of Saskatchewan resources in support of affected local authorities. The provincial government may request specific types of support and assistance from federal partners at the request of the municipal officials.

- When the needs of the incident(s) or event(s) exceed local capabilities, the Incident Command process in the Provincial EOC will be activated, as needed, to match the complexity of response.
- Emergencies or events fitting within this category will extend into multiple operational periods.
- Written IAPs and or Situational Assessments will be required for each operational period.
- The Provincial EOC will rely on the virtual EOC process, as well as the EPOs from a large number of Ministries, Agency or Crown EPOs to be physically present in the Provincial EOC.
- One or more Ministry, Agency, and Crown business continuity plans are activated; Government of Saskatchewan operations are impacted, but functioning at minimal levels.

LEVEL 2 - PROVINCIAL/INTERPROVINCIAL INCIDENT: Rarely, incidents may occur that require such extensive coordination, support, resource allocation that the Government of Saskatchewan's resources are overwhelmed or the required resources within the province have been thoroughly exhausted. These incidents are often when multiple events are occurring in the province, or in a neighbouring province or state, that could impact the province. This can occur due to scope, magnitude, complexity or duration of incident(s). In these situations, it may no longer be feasible for affected local authorities to appropriately address their emergency-related needs.

In these rare circumstances, a Provincial Emergency Declaration may be made by provincial authorities in order to take certain actions in accordance with *The Emergency Planning Act*. Support from neighbouring provinces, territories and states and/or the federal government may be requested.

The Provincial EOC would be activated to a heightened level (2) in order to coordinate and support Government of Saskatchewan resources in support of affected local authorities. This will also allow for the initiation of interprovincial/state agreements such as Northern Emergency Management Assistance Compact (NEMAC), and international resource sharing agreements such as wildfire equipment and personnel.

This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods.

Incidents may occur that require such extensive coordination, support, resource allocations that the Government of Saskatchewan resources are overwhelmed or the required resources within the province have been thoroughly exhausted.

- A Type 2 incident will require a prolonged and coordinated response. Likely this response will require sourcing resources from outside of the jurisdiction, including regional, provincial, national or international sources, to effectively manage the operations.
- Written Incident Action Plans and organizational Situations Assessments are required for each operational period.
- Many of the Provincial EOC functional units (Planning, Finance, Logistics, Operations) are required and staffed.
- Despite activation of Ministry, Agency, and Crown business continuity plans, Government of Saskatchewan operations may be compromised.

LEVEL 1 - NATIONAL INCIDENT: In rare circumstances, an incident may occur of such magnitude that the federal government makes a National Emergency Declaration under the auspices of federal legislation. In such circumstances, the Provincial EOC would be activated to a heightened level (1) in order to coordinate and support Government of Saskatchewan resources in support of the federal government. This type of incident is the most complex, requiring national resources for safe and effective management and operation:

- A Type 1 incident will require a prolonged and coordinated response. Likely this response will require sourcing resources from outside of the jurisdiction, including regional, provincial, national or international sources, to effectively manage the operations;
- Written IAPs and organizational Situations Assessments are required for each operational period;
- Many of the Provincial EOC functional units (Planning, Finance, Logistics, Operations) are required and staffed;
- Use of resource advisors (incident experts) at the EOC is recommended;
- There is a high impact on the local jurisdiction, requiring provincial support; and,
- Despite activation of Ministry, Agency, and Crown business continuity plans, Government of Saskatchewan operations may be compromised.

1.9.3 Ministry, Crown and Agency Emergency Response Plans

During events that require the activation of the provincial emergency response system, the Plan, as well as any relevant Ministry, Crown, or Agency emergency response or business continuity plans, will be activated. The Plan will guide the coordination of the government-wide response, while each Ministry, Crown, and Agency plans will guide their own activities.

1.9.4 Municipal Emergency Response Plans

Under *The Emergency Planning Act*, local authorities are required to develop emergency response plans. The Plan does not supersede municipal emergency response plans, except for when a provincial emergency has been declared.

In cases where the emergency response system has been activated, the plans will work in tandem, with municipal emergency response plans guiding the municipality's response actions, and the Plan guiding the coordination of the government-wide response activities.

Although not required to do so, it is recommended that municipalities adopt ICS, which is used by the Government of Saskatchewan, to provide a more seamless integration of response efforts.

1.10 Plan Activation

The Minister responsible for *The Emergency Planning Act* has the ability to implement the Plan in whole or in part when an event, emergency or disaster has occurred or threatens to occur.

The implementation of the Plan is triggered when:

- The SPSA receives notice of an emerging or imminent municipal or regional emergency event;
- A municipal or regional emergency event requires a provincially coordinated response;
- The SPSA receives notice of a Declaration of Local Emergency by a municipality or municipalities;
- A Provincial Emergency is declared by the Minister responsible for *The Emergency Planning Act*;
- A declaration of a federal emergency is imminent or has been made; and,
- At any other time as determined necessary by the Minister.

In the absence of the Minister responsible, the Plan may be implemented by the President of the SPSA, or their designate through legislative authority to act on behalf of either of the above in their absence.

The Plan can be implemented without a Declaration of Provincial Emergency.

1.11 Plan Deactivation/Termination

The emergency response will be deactivated by the Minister on the advice of the President of the SPSA. In the absence of the Minister and the President of the SPSA, the response can be deactivated by anyone authorized to act on behalf of the Minister or the President.

Deactivating a provincial emergency response does not prevent individual Ministries, local authorities, non-governmental organizations and individuals from continuing with response activities within the scope of their own roles and responsibilities.

1.12 Plan Administration

The administration of the Plan and its subsequent contingencies is the responsibility of the PEMC, the planning committee designated by *The Emergency Planning Act*.

1.12.1 Distribution

The Plan will be distributed to the EPO of each Ministry, Crown, and Agency as well as selected federal ministries.

The most current Plan and other related emergency management documents are posted on the SPSA's SharePoint site, which is accessible to all Ministry, Crown, and Agency EPOs. Any changes or updates to the Plan will be shared through email with those listed above, as well as posted on the SharePoint site.

1.12.2 Review

The SPSA will, in consultation with the PEMC, conduct an annual review of the Plan, or following major response incidents, in order to ensure continuous improvement and relevance.

1.12.3 Plan Amendments

Changes to the Plan that are identified after a major response or during the annual review of the Plan will be coordinated by PEMC and the SPSA. Amendments will be shared through email notification after the main document hosted on the SPSA's SharePoint site has been updated. Amendments will be noted in the table below:

Table 2: Plan Amendment Schedule

Amendment Number or description	Date Entered into Plan	Name and Signature of Person Entering Amendment

1.13 Training and Exercises

The SPSA coordinates, implements, facilitates and revises training programs related to the Plan. Training and exercises are based on best-practices from the field of emergency management and involve a process for integrating lessons-learned into operational processes.

Core emergency management training for Ministry, Crown, and Agency staff is available through the SPSA. The SPSA offers training to EPOs, including ICS 100, which is available online through the SPSA's website.

Training on how to use the SPSA's SharePoint site, which is used to support situational awareness during emergency responses, is available on the Government of Saskatchewan's learning management system, 'Learn'.

1.14 After Action Report

Identifying recommendations after an emergency response supports continuous improvement. In Saskatchewan, the after action report methodology is tied to the incident classification system (see Table 1 and 5, Provincial Emergency Operation Centre Levels of Activation on page 7 and 25).

For incidents classified as 3B or lower, the after action report will follow the debriefing process associated with ICS, which includes face-to-face debriefing.

Any incident findings through evaluation, may be presented in a written report and may include written recommendations based on data gathered through the evaluation process.

2 Planning Considerations, Concepts and Emergency Management Governance Structure

2.1 Situation

Saskatchewan is a landlocked, western Canadian province bordered by:

- Manitoba to the east;
- The Northwest Territories to the north;
- Alberta to the west; and,
- Montana and North Dakota to the south.

As of January 1, 2020, the Saskatchewan's population was estimated to be 1,181,666. The Census Metropolitan Areas (CMAs) of Saskatoon and Regina account for nearly 50 percent of the population. The rest of the province's population is dispersed across:

- 14 other cities with populations between 4,500 (Melville) and 35,900 (Prince Albert);
- 147 towns;
- 252 villages;
- 40 resort villages;
- 35 northern settlements;
- 297 rural municipalities; and,
- 70 First Nations.

The vast majority of the province's population resides in the southern half of the province.

Saskatchewan has four eco-zones: Taiga Shield in the extreme north, Boreal Shield and Boreal Plain in most of the northern two thirds of the province, and Prairie in the southern third of the province. Northern Saskatchewan is covered mostly in Boreal Forest, except for the Athabasca sand dunes.

2.2 Saskatchewan's Risk Landscape

2.2.1. *Global Influences*

The frequency and severity of natural and human induced incidents is increasing around the globe. The risk landscape for the province of Saskatchewan is intimately tied to the global risk landscape.

Global risks are assessed in five categories: economic, geopolitical, environmental, societal and technological. The application of the global risk threshold shows a number of risks that will have an impact on the province. These include aging critical infrastructure, an increasing reliance on technical infrastructure, chronic and emerging infectious diseases, and biodiversity loss as it pertains to changes to climate and extreme weather events.

2.2.2 *Threats to Saskatchewan*

Saskatchewan, like all other jurisdictions, faces a wide range of natural hazards and an increasing risk of experiencing a large-scale disaster resulting from either a natural or human induced event.

Government monitoring and response activities from 1985 to present indicate a significant increase in emergency events within the province, as well as increased requests from communities for government support in their response efforts.

In 2016, the Government of Saskatchewan contracted with the Saskatchewan Research Council to complete the provincially/federally funded *Saskatchewan Flood and Natural Hazard Risk Assessment*.

This risk assessment is a planning tool that can help the province and municipalities prioritize long-term disaster mitigation measures. The Assessment identifies Saskatchewan’s highest natural induced hazards as drought and convective summer storms, followed by forest fires and winter storms.

Table 3: Hazard Risk Assessment

Potential Hazards		
Natural Hazards	Human-induced Hazards	
	Non-intentional	Intentional
Atmospheric: Severe storm; Tornado; High wind; Heat waves; Lightning; Hail storms; Ice storms; Winter storms	Industrial accidents	Criminal acts
Biological: Disease and Pandemic	Human error	Terrorism
Geological: Landslides	Air crash	Sabotage
Hydrological: Flooding; Drought; Ice jams	Motor vehicle collision	Civil disorder/riots
Seismic: Earthquakes	Contaminated water supply	
Fire: Wildfire; Grass fires		

2.3 The Nature of Emergencies

Emergencies vary in scope and intensity, from small, localized incidents with minimal impacts, to multi-jurisdictional disasters resulting in significant impacts on humans and extensive damage to property, infrastructure and the environment.

Emergencies can be categorized as “notice” and “no-notice” events. Notice emergencies are when prior warnings are available from an external organization with access to scientific methods for predicting severe weather or other natural disasters, or when terrorism warnings from recognized national security organizations can warn of human induced events or threats. When a reliable prediction is possible, emergency management action can be taken before the onset of an emergency. No-notice emergency events occur with little to no warning and can create emergency conditions before authorities or the public know what impacts have or are occurring.

Generally, consequences of emergencies are managed at the geographic, organizational and jurisdictional level that is most appropriate to the scope of the event; however, the greater the complexity, impact and geographic scope of an emergency, the more likely a multi-agency response will be required.

The combined expertise and capabilities of all levels of government, the private sector, and other non-governmental organizations will be required to prevent, prepare for, respond to and recover from major emergencies.

2.4 Graduated Problem-Solving

Typically, the response to an emergency begins with the individual/family and may escalate successively to involve the affected community, mutual aid from neighbouring municipalities, then from the provincial government. Resources from the federal government may be required if the emergency is severe. This is what is known as graduated problem-solving, or the “bottom-up” approach.

A situation occurring at the national or international level may reverse the normal bottom-up approach to the emerging response.

2.5 Emergency Management Partners

Emergency management partners include all persons and organizations (governmental and non-governmental) that have a defined role within Saskatchewan’s emergency management system. These partners include:

2.5.1 Individual Citizens

All citizens have a role to play in the province's emergency management system. The federal government encourages individuals and families to be self-sufficient for a minimum of 72 hours in the event of an emergency.

2.5.2 First Responders

First responders include practitioners from the fire service, emergency medical service and police service, as well as all partners who are trained and equipped to meet the strategic objectives of the Plan. These partners may come from government Ministries, Crowns, Agencies, and non-governmental organizations or industry.

2.5.3 Local Authorities

Emergencies arise, and are most often dealt with, at the community level. Local Authorities include: municipalities, regional municipal emergency management organizations and First Nations.

2.5.3.1 Municipal Mutual Aid Agreements (MAA)

Mutual Aid Agreements (MAA) are shared service agreements between communities. They establish emergency service protocols, assistance and services across jurisdictional boundaries during an emergency response that would exceed the capacity of one of the organizations that is party to the mutual aid agreement. MAAs are frequently used by municipal governments and First Nations to help ensure capacity to respond to emergencies.

2.5.4 First Nations Tribal Councils and First Nations Emergency Management

These partners include First Nations Tribal Councils with emergency management staff or units, such as the Prince Albert Grand Council, as well as the Federation of Sovereign Indigenous Nations' (FSIN) First Nations Emergency Management.

2.5.5 Industry

Industry partners include all industrial and commercial enterprises within the province that have a stake in the preparedness, response and recovery aspects of emergency management. These include critical infrastructure providers.

The provincial government, as an operator/provider of specific aspects or critical infrastructure, is also included in this section.

Critical Infrastructure sectors include:

- Energy and utilities
- Finance
- Food
- Transportation
- Government
- Information and communication technology
- Healthcare
- Water
- Safety
- Manufacturing

The SPSA is the Government of Saskatchewan's lead in ensuring the continued engagement of industry and private sector partners to ensure reciprocal understanding of roles and responsibilities, capacity and resource availability.

2.5.6 Non-Government Organizations

Non-governmental organizations (NGOs) include Ground Search and Rescue organizations, Canadian Red Cross, Salvation Army, Samaritan's Purse, and various other groups and organizations. NGOs are typically volunteer-based and may be activated through existing agreements with government ministries and agencies in support of their emergency operations.

2.5.7 Government of Saskatchewan

The Government of Saskatchewan includes all Ministries, Agencies, Boards, Commissions and Crowns.

2.5.8 Government of Canada

The Government of Canada includes all federal departments and agencies whose mandates include public safety.

2.5.9 Mutual Aid Agreements/Memorandums of Understanding

Mutual aid agreements and memorandums of understanding allow for the provision or distribution of disaster response resources between jurisdictions. The Government of Saskatchewan has many trans-boundary partners and are signatories to various mutual aid agreements. These agreements include details of resources and how they are provided. The SPSA is responsible for coordinating emergency management related mutual aid agreements with other governments and jurisdictions.

Specific emergency response conditions are provided for under separate inter-jurisdictional arrangements such as inter-provincial/territorial agreements currently in place for wildfire operations.

2.6 The Roles and Functions of the Saskatchewan Public Safety Agency

Mandate

The purpose of the SPSA is to provide or support public safety services for and with the people, municipalities, Indigenous people, public safety service providers and the Government of Saskatchewan.

Vision

The SPSA's vision is to enhance, support and integrate public safety in Saskatchewan.

Mission

The Saskatchewan Public Safety Agency safeguards and protects the people, property and resources of Saskatchewan through partnerships, coordinated planning, education, prevention, mitigation, response and recovery.

Responsibilities

The SPSA works in partnership with municipalities and First Nations communities to improve the safety of Saskatchewan residents. The SPSA provides Saskatchewan communities, fire departments and emergency management organizations with programs and services that protect people, property and the environment from fire and other emergencies; build local community resilience and capacity to respond to emergencies; and, enhance public safety across the province.

With respect to provincial all-hazards planning and response, SPSA is responsible for:

- Coordinating overall provincial emergency planning, training and response operations for the safety of Saskatchewan residents.
- Maintaining *The Provincial Emergency Management Plan* for the provision of necessary services during an emergency and the procedures for responding to an emergency.

- Providing emergency management training to Municipal officials, Crowns, Ministries, Agencies, and other stakeholders.
- Upon request, reviewing Ministry, Crown, and Agency emergency response plans and/or business continuity plans to identify critical interdependencies from an enterprise-wide perspective.
- Helping local governments and communities build their capacity to respond to emergencies through planning, training, and exercising.
- Providing direct and immediate support and advice to local officials during an emergency event.
- Activating the Provincial Emergency Operations Centre, the centralized hub from which the Government of Saskatchewan directs and coordinates the operational response across provincial government ministries and Crowns.
- Managing and maintaining emergency communications programs, including Sask911, PPSTN, and SaskAlert.
- Delivering public education initiatives to increase awareness of public safety issues.

2.7 Government of Saskatchewan Emergency Management Governance Structure

The following provincial emergency planning governance structure clarifies the relationship and authorities between levels of government. The framework is dynamic and subject to change as priorities and responsibilities change. The framework also alters slightly in times of active response as detailed in Part 4 (see Part 4 Emergency Response Structure).

2.7.1 Deputy Ministers' Committee on Emergency Management (DMCEM)

The Deputy Ministers' Committee on Emergency Management (DMCEM) provides Deputy Ministers (from Ministries) and Presidents/Chief Executive Officers (from Crowns/Agencies) with a forum for discussion and decision-making to assist in developing the Plan in relation to any emergency or disaster that may threaten the safety of Saskatchewan residents. The DMCEM ensures that policy decisions regarding multi-ministry, Crown and Agency concerns and actions are strategic and coordinated. The President of the SPSA chairs the committee when necessary.

The membership for the DMCEM includes Deputy Ministers, Presidents and Chief Executive Officers from the following government Ministries, Crowns, and Agencies:

- Saskatchewan Public Safety Agency;
- SaskBuilds and Procurement;
- Corrections and Policing;
- Crown Investment Corporation;
- Energy and Resources;
- Environment;
- Executive Council;
- Government Relations;
- Health;
- Highways and Infrastructure;
- Justice;
- Labour Relations and Workplace Safety;
- Saskatchewan Water Security Agency;
- Social Services;
- Trade and Export Development; and,
- Other representatives of Ministries, Crowns, or Agencies at the call of the chair.

The responsibilities of the DMCEM include:

- Serving as an advisory body to the President of the SPSA by advising on policy decisions to populate the framework;
- Providing strategic direction and leadership to the PEMC;
- Implementing directions from the Minister responsible for *The Emergency Planning Act* and/or Cabinet in relation to emergency management; and,
- The SPSA President being responsible for updates to the Provincial Emergency Management Plan and its contingencies.

2.7.2 Provincial Emergency Management Committee (PEMC)

The Provincial Emergency Management Committee (PEMC) is designated as the provincial planning committee. It is responsible for preparing the Plan for approval by the Minister responsible for *The Emergency Planning Act* and for advising the Minister respecting emergency planning matters. The President of the SPSA or delegate, will convene meetings at a minimum of per year with the Chief of Emergency Management as the chair.

The membership of the PEMC includes senior officials, Emergency Planning Officers and/or designates from the following Ministries, Crowns and Agencies:

- Saskatchewan Public Safety Agency
- SaskBuilds and Procurement;
- Corrections and Policing;
- Crown Investment Corporation;
- Energy and Resources;
- Environment;
- Government Relations;
- Health;
- Highways and Infrastructure;
- Justice;
- Labour Relations and Workplace Safety;
- SaskEnergy;
- SaskPower;
- SaskTel;
- Social Services;
- Trade and Export Development; and,
- Other representatives of Ministries, Crowns, or Agencies at the call of the chair.

The responsibilities of the PEMC include:

- Functioning as, and discharging, the responsibilities of the provincial planning committee established under the authority of the Act;
- Serving as a strategic policy and advisory body to the President of the SPSA;
- On the direction of the President of the SPSA, implementing strategic direction and leadership for the province in relation to emergency management issues including: mitigation, preparedness, response and recovery;
- Identifying issues requiring regulatory and legislative amendments as they relate to emergency management;
- Preparing the Provincial Emergency Management Plan; and,
- Consulting with and providing direction to the Emergency Operations Advisory Council (EOAC) on emergency management priorities.

2.7.3 Appointment of an Emergency Planning Officer

The Deputy Minister of each ministry and head of each Crown or agency shall appoint an appropriate official within their organization to the position of EPO and Alternate EPO. These appointments and/or changes shall be confirmed in writing to the appointee by the respective ministry head or designate and to the SPSA.

EPOs are required to commit to a term of two years, barring unforeseen circumstances, to provide continuity and to maximize the investment made by the SPSA in training EPOs. EPOs, when required, should have direct access to decision makers when needed and be at the level of Director (or above) be a dedicated specialized resource.

Once appointed, an EPO is responsible for:

- Attending emergency management training sessions;
- Ensuring their Ministry, Crown or Agency prepares and maintains its respective Emergency Plan and/or Business Continuity Plan;
- Promoting emergency management plans, practices and training opportunities within their Ministry, Crown or Agency;
- Identifying and communicating potential hazards and the impact on their respective Ministry, Crown and Agency and their clients to the SPSA;
- Actively representing their organization as a member of the EOAC as required;
- Being available 24/7/365 to represent their Ministry, Crown or Agency in the event of an emergency or disaster;
- Understanding their Ministry, Crown or Agency's roles and responsibilities;
- Having the authority and responsibility to convey requests for access and use of their Ministry, Crown or Agency's resources (human and material) at all times during a response, including non-business hours; and,
- Being able to work remotely (i.e. out of office), including having access to a government-issued cellphone and laptop, or other required equipment.

2.7.4 Emergency Operations Advisory Council (EOAC)

The Emergency Operations Advisory Council (EOAC) provides a forum for discussion related to emergency management and business continuity issues and policies.

The membership of the EOAC is made up of EPOs from each Ministry, Crown and Agency, or their respective designates, as well as a representative from the provincial police service and Public Safety Canada.

The Chair is a representative from the SPSA. A Vice-Chair may be selected from the EOAC membership.

The membership of this committee forms the core staff for the Provincial Emergency Operations Centre during emergency responses.

The responsibilities of the EOAC include:

- Monitoring and evaluating changes in emergency practices, standards, training and legislation, and providing advice on any related issues to the PEMC;
- Identifying, evaluating and monitoring current and emerging emergencies or disasters and their potential implications for Ministries, Crowns, and Agencies;
- Assisting with the development and maintenance of the Provincial Emergency Management Plan as directed by the PEMC;
- Providing a representative for their Ministry, Crown or Agency in the Provincial Emergency Operations Centre as required and act as an operational liaison with their respective Ministry, Crown and Agency;

- Serving as a forum for the exchange of information pertaining to provincial emergency management strategies;
- Implementing Cabinet and Cabinet Committees' directions related to emergency management; and,
- Reviewing and recommending changes to the roles and responsibilities for EPOs, as required.

2.8 Provincial Hazard Identification and Risk Analysis

The PEMC is tasked by *The Emergency Planning Act* with advising the Minister respecting emergency planning matters. A provincial hazard identification and risk analysis is one component of this advice.

2.8.1 Assessing Risk

In addition to identifying specific hazards, the role of the Government in emergency events is to assess and manage risk. Risk is defined as a threat or uncertainty that a hazard will adversely affect an organization's ability to achieve its business objectives and execute its strategies successfully. The assessment of risk is based on the probability of a hazard occurring and the impact of that occurrence.

The impact of an event takes into account population concentrations, economic activity, critical transportation systems and corridors, vulnerable infrastructures, emergency services facilities and time and space factors for mitigation, response and recovery.

Probability is assessed through historical occurrences and through a risk intelligence process that assesses the hazard data through the appropriate agency. Probability or frequency takes into account the likelihood of occurrence over time periods, the likelihood of accidents and human error, and the likelihood of reoccurrence for events that have already happened. Probability factors can be modified by mitigative actions or through naturally occurring cycles.

The major determinants of the Government's risk thresholds are defined by the Government's ability to meet its mandated obligations in the following areas:

- Adequate preparedness and support at the community level;
- Appropriate coordinated government response, including supporting governance structures, enabling legislation and appropriate communication with stakeholders; and,
- The ability of the government to maintain prioritized public services before, during, and following an emergency.

2.8.2 Provincial Hazard Identification and Risk Analysis Process

The identification of provincial hazards is informed by the *Saskatchewan Flood and Natural Hazard Risk Assessment*, and intelligence gathered from authoritative sources, such as Environment Canada and emergency management partners, as well as Ministry, Crown, and Agency EPOs.

As an all-hazards organization, the SPSA monitors and assesses risk on an ongoing basis; however, it engages in a formalized process twice a year with its stakeholders to identify and prioritize risks that may require provincial assistance.

Together with Ministry, Crown, and Agency EPOs, the SPSA identifies, evaluates and prioritizes provincial risks twice a year: prior to the beginning of the operational season (late winter/early spring), and at the end of the operational season (late fall). Risks are plotted on a matrix based on impact and probability.

This risk assessment is rolled up and shared with members of the EOAC, PEMC, and the DMCEM. It is also posted on the SPSA's SharePoint site when completed.

2.9 Ministry Emergency Management Plans

Every Ministry, Crown and Agency within the province is required to have an emergency response plan that outlines the manner and means by which the Ministry, Crown or Agency will minimize the impact of an emergency or disaster on provision of its essential services.

Response plans must align with the Plan and support the Incident Command and EOC escalation systems to ensure consistency in government's overall approach to emergency management and response. Plans should also complement Ministry, Crown, and Agency business continuity plans.

Ministry, Crown, and Agency plans must include:

- Identification of the essential services the Ministry, Crown or Agency will provide in an emergency or disaster;
- Identification of the resources the Ministry, Crown or Agency requires to provide essential services;
- An assessment of the risks posed by identified hazards and how risks might affect the Ministry's ability to provide essential services;
- An assessment of critical interdependencies with other government Agencies;
- A plan for how the Ministry, Crown or Agency would continue to provide or resume provision of those essential services in an emergency or disaster; and,
- Financial procedures to ensure that any emergency related financial decisions can be expedited in accordance with generally accepted accounting principles.

As new information is brought forward, or as business processes change, these emergency plans will require updating. As a best practice, senior leadership should be trained in ICS 402 and have some staff trained up to ICS 200 with a recommendation to have staff trained to ICS 300

2.9.1 Exercising Ministry, Crown and Agency Emergency Response Plans

All Ministries, Crowns, and Agencies will have a program to train personnel in emergency procedures related to their organization's response plan as well as to exercise those procedures on a regular basis (annually, at a minimum).

When possible, the SPSA should be involved in exercises that require a ministry, Crown, or agency to coordinate with other organizations inside or outside of the Government of Saskatchewan.

3 Declaration and Notification Procedures

This section outlines the procedures for notifying the SPSA of an impending or occurring emergency, the processes for declaring and terminating a state of local emergency, and the process for declaring and terminating a provincial emergency.

This section also describes how the SPSA determines the impact and complexity of an emergency, as well as the Provincial EOC's levels of activation.

3.1 Notification Responsibilities for Ministries, Crowns, and Agencies

When Ministries, Crowns, or Agencies are in receipt of information pertaining to a real or imminent emergency within the province, it is their responsibility to share this information with the SPSA.

This includes information on any real or imminent emergencies that may affect local authorities, Ministries, Crowns, Agencies, or other government organizations. Examples of real or imminent emergencies include events that:

- May result in death or injury to multiple persons;
- Cause significant damage to critical infrastructure, the environment, the provision of critical government services, or the economy;
- Overwhelm the local authority; or,
- Require provincial or federal resources.

3.2 Notification Procedures

To report an emergency, please call 9-1-1.

To notify the SPSA, contact the Intelligence and Situational Awareness Unit (ISA) email: spsaisa@gov.sk.ca.

To facilitate situational awareness and ensure a rapid, coordinated response, all relevant information should be provided to the SPSA through ISA as it becomes available.

3.3 Declaration of Local Emergency

Under *The Emergency Planning Act*, when a local authority (municipal or First Nation) is satisfied that an emergency exists or may exist, in all or any part of the community, it may make, by resolution, a Declaration of Local Emergency relating to all or any part of the community. For First Nations, the Declaration of Local Emergency is made through a Band Council resolution, while a municipality declares a Local Emergency through a municipal council resolution.

The Local Emergency Declaration must identify:

- The nature of the emergency; and,
- The area of the municipality in which the emergency exists.

After declaring a Local Emergency, the local authority will forward a copy of the declaration to the SPSA as soon as practical.

After declaring a Local Emergency, the local authority must publish the contents of the declaration to the population of the affected area through whatever means they use to communicate to residents. See Appendix B for the Declaration of Local Emergency Form.

3.4 Expiry, Renewal and Cancellation of Declaration of Local Emergency

3.4.1 Expiry

A Declaration of Local Emergency automatically expires after 7 days, unless terminated prior or extended.

3.4.2 Renewal

A Declaration of Local Emergency can be renewed at any time prior to the expiration of the declaration, which occurs automatically after 7 days.

3.4.3 Cancellation

A cancellation of the Declaration of Local Emergency occurs when, in the opinion of the local authority, an emergency no longer exists in an area with respect to which a local emergency declaration was made; or, it is in the public interest that a local emergency declaration be terminated in an area with respect to which a local emergency declaration was made.

After the Declaration of Local Emergency is terminated, expires, or is cancelled, the local authority will communicate this information immediately by publishing it through any means of communication that the local authority considers most likely to make those details known to the majority of the population of the area affected.

3.5 Declaration of Provincial Emergency

Under *The Emergency Planning Act (Section 17)*, when the Lieutenant Governor in Council is satisfied that an emergency exists, or may exist in all or any part of Saskatchewan, the Lieutenant Governor in Council, by order, may make an emergency declaration relating to all or any part of Saskatchewan.

A Provincial Emergency Declaration is considered in an emergency situation where the required response exceeds the capacity of local governments to manage effectively or in a situation where the emergency conditions prevail over a large geographic area of the province, and requires a higher level of a coordinated response.

This Order allows for an emergency declaration and provides authority for the Minister responsible for the Act to assume an enhanced leadership role, ensuring the delivery of appropriate response and recovery strategies, in compliance with legislative and regulatory instruments.

The aim of a Declaration of Provincial Emergency is to provide the province with powers necessary to assist the people and protect the property of Saskatchewan during emergencies of such scope that local governments require direct provincial assistance.

The Declaration of Provincial Emergency is distinct from a Declaration of Local Emergency, as either or both may be declared in an emergency to enable the appropriate authorities. A provincial emergency may be declared throughout the province, or within a delimited region, according to the emergency's scope.

3.6 Factors Affecting a Declaration of Provincial Emergency

The triggers for a Declaration of Provincial Emergency include and are limited to situations where:

1. An emergency poses a severe threat to life, property, critical infrastructure or the environment to the extent that local government, whether municipal or First Nations, requires direct provincial assistance in:
 - i. Day-to-day operations of emergency preparedness, mitigation, response or recovery; or
 - ii. Coordinating emergency management activities with neighbouring or otherwise impacted localities, the industrial sector, or the province.
2. Insufficient or inappropriate action taken at the local level may result in public safety gaps.
3. Management of an emergency requires coordination with other governments, whether of neighbouring provinces and territories, First Nations, the federal government or the United States, outside the provisions of existing cross-border agreements.

3.7 Termination of Provincial Emergency

A provincial emergency declaration automatically expires after 14 days, unless terminated or renewed by a subsequent Order.

3.8 Incident Complexity and Impact

The response to an emergency varies depending on the number of people affected and the impact on services to the public, private sector activity, and everyday life.

The event's complexity is analyzed and determined by weighing a number of criteria that combine to present a picture of the situation: the incident location, incident type, the incident's potential to escalate, and the potential duration of the incident. These criteria relate directly to the Provincial EOC levels of activation (refer to Table 1 and 5, Provincial Emergency Operation Centre Levels of Activation on page 7 and 25).

The complexity is determined by analyzing information shared by emergency management partners, Ministries, Crowns, and Agencies, local authorities, media, and Environment Canada. This information helps determine how widespread the threat or emergency has become, the impact on citizen safety, the level of disruption to public services (i.e. schools, health care services, government delivered programs), the impact on critical infrastructure, and the level of disruption to the broader Saskatchewan economy.

Determining the complexity helps guide decision-making, communications processes, and serves as a general guideline for Ministries, Crowns, and Agencies to follow in implementing their respective plans. However, the circumstances facing individual Ministries, Crowns, and Agencies may vary from the overall provincial situation; therefore, individual Ministries, Crowns, and Agencies have the authority to introduce and escalate planning measures as needed.

Table 4: Incident Complexity Analysis

Incident Overview: 4 or more red responses indicate a Type 3* or Higher Incident			
1. Incident Location	2. Incident Type	3. Potential to Escalate	4. Potential Duration
<input type="checkbox"/> Rural	<input type="checkbox"/> Standoff	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
<input type="checkbox"/> Urban	<input type="checkbox"/> Active threat	<input type="checkbox"/> Requires mutual aid	<input type="checkbox"/> < 6 hours
<input type="checkbox"/> Civic building	<input type="checkbox"/> Technical rescue	<input type="checkbox"/> Evacuation of building	<input type="checkbox"/> < 12 hours
<input type="checkbox"/> School building	<input type="checkbox"/> Livestock impact	<input type="checkbox"/> Mass notification needed	<input type="checkbox"/> > 16 hours
<input type="checkbox"/> Provincial building	<input type="checkbox"/> Fire (wildfire/ interface/structure)	<input type="checkbox"/> Evacuation needed	
<input type="checkbox"/> Federal building	<input type="checkbox"/> Flooding – roads/buildings	<input type="checkbox"/> Multiple government organizations involved	
<input type="checkbox"/> Hospital affected	<input type="checkbox"/> HAZMAT – spill/plume	<input type="checkbox"/> Multiple jurisdictions	
<input type="checkbox"/> Rail affected	<input type="checkbox"/> Motor vehicle collision – airplane or bus	<input type="checkbox"/> Significant media interest	
<input type="checkbox"/> Power or gas affected	<input type="checkbox"/> Explosion	<input type="checkbox"/> Significant resources required	
<input type="checkbox"/> Telecom affected	<input type="checkbox"/> Severe weather ongoing		
<input type="checkbox"/> Waterways affected			

*Refer to table below for incident types

3.9 Provincial Emergency Operations Centre Levels of Activation

The Provincial EOC's Levels of Activation correspond directly to the classification of the incident type.

Table 5: Saskatchewan Provincial Emergency Escalation Levels

Level	Incident Type	Operational Level & Description	
5	Routine Incident (Localized Event)	Routine Operation	Local Response/ Local or Municipal EOC activated
4	Escalated Local Incident	Enhanced Operation	District Response/ District EOC activated
3b	Regionally/ Provincially Significant Incident	Virtual Operation	Multi-District Response (key ministries involved) Provincial EOC activated
3a		Full Operation	Multi-District Response (all ministries involved) Provincial EOC activated
2	Provincial/ Interprovincial Incident	Provincial Response	Provincial EOC activated
1	National Incident	National/International Response	Provincial EOC activated

4 Emergency Response Structure

This section of the Plan outlines the emergency response structure that the Government of Saskatchewan uses when the situation requires a provincial response or is beyond the ability of the local authority to manage effectively.

This structure includes Cabinet; Minister responsible for the SPSA, Board of Directors and President; EPOs; and, ICS positions within the Provincial EOC.

4.1 Incident Command System (ICS)

The Government of Saskatchewan has adopted the Incident Command System (ICS) for emergency and disaster response. The ICS management system's attributes and system features give it the flexibility and adaptability to be applied to a wide variety of incidents.

ICS is based on the following principles:

- Common terminology
- Modular organization
- Management by objectives
- Reliance on IAPs
- Chain of command and unity of command
- Manageable span of control
- Resource management
- Pre-designated incident locations and facilities
- Information and intelligence management
- Integrated communications
- Transfer of command
- Accountability
- Deployment

4.2 The Provincial Emergency Response Governance Structure

In the event of an emergency situation, the following organizational structure will guide the roles, responsibilities and decision-making authorities of those involved with the emergency response. The intent of the governance structure is to provide a clear path for communication and decision-making. This will enable government to fulfill its obligation to be adequately prepared, maintain public services both during and after an emergency, and provide support at the community level.

4.2.1 Minister Responsible for The Emergency Planning Act

In times of emergency where the event, emergency or disaster may have a wide impact on residents of the province or potentially on the functioning of government, the Minister's responsibilities may include:

- Providing a communication link between Cabinet and the President of the SPSA;
- Providing strategic advice to Cabinet on the response;
- Supporting Cabinet level decisions and actions on the response;
- Providing direction to the President of the SPSA; and,
- Acting as the voice of Government.

4.2.2 President of the Saskatchewan Public Safety Agency

As the chair of the DMCEM, the President of the SPSA acts as the communications link between the Provincial EOC and the Minister responsible for the SPSA. The President liaises directly with members of the DMCEM for

discussion and decision-making during emergencies that have a multi-agency impact. The President also ensures that multi-agency concerns and actions are coordinated at this level.

The responsibilities of the President are as follows:

- Provide a communications link between the Minister and the Provincial EOC;
- Provide advice on the response to emergencies/disasters to Cabinet;
- Provide high-level, multi-agency coordination, and liaise with the DMCEM;
- Provide strategic advice and direction to the Provincial EOC on the response; and,
- Support the strategic actions and decisions of the Provincial EOC.

4.2.3 The Provincial Emergency Operations Centre

The Provincial EOC is composed of representatives from appropriate Ministries, Crowns, and Agencies. These representatives are generally the same as the members of the EOAC (see Part 5). SPSA officials, EPOs, and other Government of Saskatchewan staff volunteers provide support to the Provincial EOC.

The purpose of the Provincial EOC is to provide a forum for information sharing, discussion, and decision-making at a strategic operational level. The Provincial EOC is responsible for ensuring that multi-agency concerns and actions are coordinated at this level. The Provincial EOC also coordinates with both municipal and federal stakeholders on matters pertaining to their areas of expertise.

The Provincial EOC provides overall coordination of the provincial response based on the strategic direction of the President of the SPSA, the Minister responsible for *The Emergency Planning Act*, and Cabinet.

The responsibilities of the Provincial EOC are to:

- Coordinate provincial response and recovery activities;
- Support strategic operational level decisions and actions on the response;
- Assign provincial critical resources;
- Ensure accurate, consistent communications;
- Create and distribute provincial situation reports;
- Liaise with all levels of the federal government;
- Ensure provincial senior officials are apprised of provincial response activities; and,
- Provide advice to the President of the SPSA on the response.

4.2.4 Role of EPOs during an Emergency

EPOs will:

- Serve as the first point of contact for their Ministry, Crown, or Agency;
- Provide information on behalf of their Ministry, Crown, or Agency for situation alerts/reports;
- Receive situation alerts/reports;
- Share situation alerts and reports with appropriate officials within their Ministry, Crown, or Agency;
- Liaise with their respective field/operational staff and provide updates to the Provincial EOC;
- Participate or ensure Ministry, Crown, or Agency participation in ALL operational coordination teleconferences;
- Upon request or as required, attend meetings at the Provincial EOC;
- Be available on a 24/7 basis at the request of the Chief of Emergency Management;
- Coordinate with the SPSA and other EPOs to share information and resources; and,
- When requested by the SPSA, provide assistance and/or advice to local governments in dealing with disasters or emergencies affecting their jurisdiction.

4.2.3 Ministry, Crown or Agency Emergency Operations Centres

Some Ministries and Crowns activate their own EOC for an emergency event. In such circumstances, a staff member from the SPSA may embed within ministry or Crown EOCs to ensure communication between the ministry or Crown EOC with the Provincial EOC.

4.3 The Incident Command System – Provincial Emergency Operations Centre

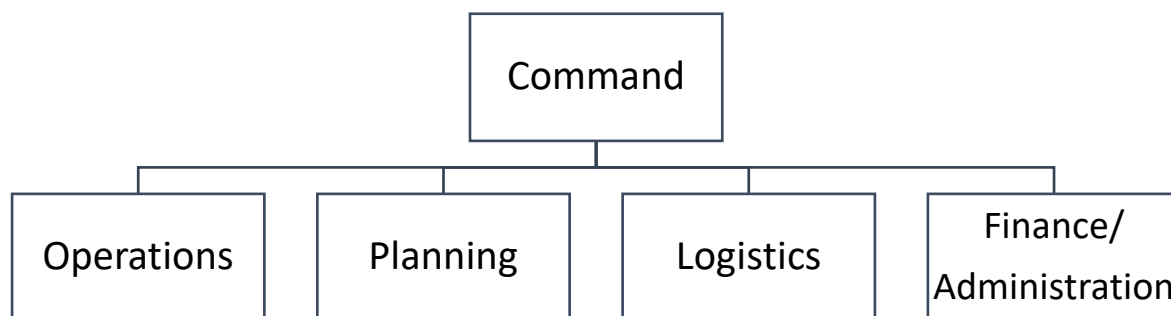
The Provincial EOC, when activated, operates in accordance with ICS. The organization of the ICS is built around five major management activities:

Table 6: Saskatchewan's Incidence Command Function

Function	Activities
Command	Sets objectives and priorities Has overall responsibility at the incident or event
Operations	Conducts tactical operations to carry out the plan Develops the tactical objectives, organization and directs all resources
Planning	Develops the action plan to accomplish the objectives Collects and evaluates information Maintains resource status
Logistics	Provides support to meet incident needs Provides resources and all other services needed to support the incident
Financial/Administration	Monitors costs related to the incident Provides accounting, procurement, time recording and cost analysis

These five major management activities are the foundation upon which ICS organization develops. Whether handling a routine emergency or managing a major response, these five management activities apply. Large incidents typically require the five functions to be set up as separate sections, as shown below:

Figure 1: Saskatchewan's Incidence Command Structure



More information on ICS positions and responsibilities can be found in ICS 100 level curriculum, *Incident Command System: Canadian National Training Curriculum - ICS Orientation Saskatchewan*. The curriculum can be found online on the Government of Saskatchewan's website

(https://pubsaskdev.blob.core.windows.net/pubsask-prod/91772/91772-Self-Paced-Student-Workbook-I-100_2016.pdf).

4.4 District Emergency Operations Centres (DEOC)

The District Emergency Operations Centre (DEOC) coordinates, facilitates and manages information and provincial resources to support local authorities and provincial agencies responding to an emergency or disaster. The operation of one or more DOC is initiated in order to support the response by local authorities or agencies.

In circumstances where incidents cross local authority boundaries, or where local authorities are not organized to fulfill their role, the DOC will define an operational area in order to manage and coordinate the overall provincial response within that area.

The DOC integrates overall provincial support to the incident in conjunction with the Provincial EOC.

4.5 Coordinating with Local Emergency Operations Centres

Specific SPSA staff and/or other provincial staff may be deployed to work closely with impacted communities to liaise, assist with the coordination of the local response, and provide advice to local officials.

SPSA staff may embed themselves within a local EOC in order to communicate information to the Provincial EOC.

5 Roles and Responsibilities during an Emergency

This section of the Plan outlines the roles and responsibilities of Government of Saskatchewan entities and other emergency management partners during an emergency that requires a provincial response or is beyond the ability of the local authority to manage effectively.

The roles and responsibilities of Cabinet, the Deputy Minister/President responsible for the Act, and the Chief of Emergency Management are described, and roles and responsibilities common to all ministries are outlined. Roles and responsibilities specific to individual Ministries, Crowns, and Agencies can be found in Appendix A. Also included are the financial responsibilities for Ministries, Crowns, and Agencies related to emergency purchasing and cost tracking.

The SPSA's responsibilities include the development and distribution of situational awareness information. The process for gathering and sharing these situational awareness products is described. As well, the provincial planning and coordination for people with disabilities and newcomers, the care and protection of animals, and psycho-social supports are discussed.

5.1 Roles and Responsibilities within the Government of Saskatchewan

5.1.1 *Lieutenant Governor in Council*

The Lieutenant Governor in Council refers to the Lieutenant Governor acting on and with the advice of Cabinet. In an emergency, the Lieutenant Governor in Council has the power to:

- Declare a provincial emergency through Order in Council; and,
- Designate the area in which the emergency exists.

5.1.2 *Cabinet*

Cabinet's responsibilities include:

- Sanctioning the overall provincial emergency response strategy for the Government of Saskatchewan;
- Conducting high-level discussions of strategic issues with appropriate Ministers and Ministries;
- Ensuring strategic issues management;
- Sanctioning the overall provincial communications messaging; and,
- Ensuring the continuity of critical government operations and services.

5.1.3 *President of the Saskatchewan Public Safety Agency (or Designate)*

During an emergency, the President of the SPSA (or Designate):

- Serves as a liaison between the SPSA and the Minister, SPSA Board of Directors and Cabinet;
- Provides advice and guidance to the Minister, SPSA Board of Directors, or Cabinet on policy, procedures, and legislation for provincial emergencies and other crises; and,
- Oversees the coordination of emergency response management initiatives within the Government of Saskatchewan.

5.1.4 The Chief of Emergency Management (or Designate)

The Chief of Emergency Management:

- Monitors and assesses potential and or actual situations;
- Operates the Provincial EOC continuously at the appropriate level for emergency response;
- Notifies the SPSA's senior leadership when a serious community/municipal emergency situation is reported or declared, or if a request for assistance is received;
- Liaises with community officials to offer advice, assistance and obtain information on an on-going basis;
- Briefs the President of the SPSA whenever there is a significant change in the emergency situation;
- When warranted, brings emergency staff and resources to a higher state of readiness;
- Reviews Ministry, Crown, and Agency emergency response plans;
- When directed, implements the Provincial Emergency Management Plan;
- Deploys provincial emergency response and liaison staff;
- Monitors response operations and provides direction and resources to provincial response staff;
- Maintains liaison on an ongoing basis with Federal Departments and Agencies, other provinces for the purpose of information and resource sharing for emergency response; and,
- Provides Situation Reports and makes recommendations to the President of the SPSA.

5.1.5 Individual Ministers/Ministries

Ministries, Crowns, and Agencies work together to provide a unified response to the situation. Roles and responsibilities for all Ministries, Crowns and Agencies include:

- Assigning staff and resources to emergencies as required;
- Coordinating their efforts with other Ministries, Crowns, and Agencies;
- Interacting with local and provincial emergency responders as required and/or requested;
- Interacting with federal agencies as required and/or requested; and,
- Acting as a resource to other Ministries, Crowns, and Agencies.

Specific roles and responsibilities for Ministries, Crowns, and Agencies are described in detail in Appendix A.

These roles and responsibilities are based on the Government of Saskatchewan's organization as of April 1, 2020. These responsibilities are assumed to continue to rest with the Ministry, Crown, or Agency should its name change. If an area of a Ministry, Crown, or Agency to which certain responsibilities have been assigned is transferred to another area of government, it is expected these responsibilities are assigned to the Ministry, Crown, or Agency to which the area has been moved.

5.2 Cost Tracking and Emergency Purchasing

All individual Ministries, Crowns, and Agencies are responsible for tracking emergency related costs to ensure that all costs may be extracted for external claims, including federal cost-sharing.

5.2.1 Emergency Purchasing

When the Provincial EOC has been activated, materials and services will continue to be provided by individual Ministries, Crowns, and Agencies through their own supply systems unless the material(s) and/or supplies are not available. Ministries, Crowns and Agencies will then utilize the special emergency purchasing procedures established for the Provincial EOC.

When the Provincial EOC has not been activated, or when a Ministry, Crown, or Agency is in a pre-emergency stage, the emergency purchase of materials and supplies will be made by individual Ministries, Crowns, and Agencies in accordance with normal purchasing processes.

5.2.2 Incremental Emergency Costs

At any time prior to or during an emergency, the costs for emergency purchase of materials and supplies and incremental personnel costs are the responsibility of the individual Ministry, Crown, or Agency.

Operations costs incurred by the Canadian Forces or other Federal Departments on behalf of the Government of Saskatchewan are the responsibility of the Government of Saskatchewan and may be subject to federal/provincial cost-sharing arrangements. Federal funding may be available after the fact to offset some of the incremental expenses related to the emergency.

5.3 Information Sharing

The SPSA collects and shares information with Ministries, Crowns, and Agencies as part of the planning function under ICS. Through ongoing monitoring and collection of verified information and intelligence, the SPSA can provide accurate, timely, and confirmed information in order to promptly advise, and gather assessments from impacted Ministries, Crowns, and Agencies on an unfolding event.

5.3.1 Situational Awareness Products

Situational products are prepared based on the complexity of the information received/gathered, and the requirements resulting from the incident. Several forms of situational information sharing are used for communicating with Ministries, Crowns, and Agencies:

- Situation Advisories – Serve as advance notification of a planned, or forecasted event. Contains known information regarding the situation, identifies potential risks and impacts and potential for injuries, evacuations, impacted areas, damage, weather conditions, water conditions, etc. The advisory is shared with all Ministry, Crown, and Agency EPOs and their alternates and is designed to serve as a preliminary report of the incident. It is also used to solicit stakeholder impact assessments.
- Situation Alerts – Are shared with all Ministry, Crown, and Agency EPOs and their alternates via email and are designed to serve as a preliminary report of an occurring incident. As the incident evolves and more concrete information is available, an update to the alert or a situation report may be disseminated.
- Provincial Situation Reports – The Provincial Situation Report is formal communication. The information contained in a situation report must be substantiated by the responsible organization prior to being included. It is understood that once these reports are sent they will become public information, making it imperative that all Ministries, Crowns, and Agencies involved review, confirm, and approve pertinent information through the submission of ICS 401 assessment forms prior to the broader distribution of the situation reports.
- Operational Coordination Meetings via conference call – Coordination meetings are called when the incident or event requires a forum for dynamic information sharing. Coordination meetings are supported through the submission of 401 assessment forms prior to the coordination teleconference call. A coordination call is a formal meeting process where the most current situation information is shared, priorities are discussed, questions are asked and coordinating actions are reviewed.
- Situational Awareness Products – Software products with real-time situational awareness and reporting capacity are used in the Provincial EOC. This information can be viewed on the displays in the Provincial EOC or remotely through the SPSA's SharePoint site.

Other forms of information sharing and briefings may be produced or scheduled as required. These may include briefing notes, formal reports or presentations to committees.

5.3.2 Internal Responsibilities for Sharing Information

EPOs and their respective alternates serve as the first point of contact for receiving incident-related information and situational awareness products. EPOs are responsible for passing along important information within their respective organizations, including to their Deputy Minister or permanent head.

5.4 Coordination with Municipalities

The SPSA's Emergency Services Officers (ESOs) serve an advisory and liaison function between communities and the Provincial EOC. ESOs advise and support municipalities and First Nations that require assistance during an emergency response. Based on the local authorities' emergency management plan, ESO support can range from making resource requests to the province, to supporting the activated local EOC. ESOs can also provide advice and guidance for local elected officials, including on the Declaration of Local Emergency process.

5.5 Non-Governmental Organizations

Non-governmental Organizations (NGOs) include all organizations, groups or associations which provide assistance in the event of an emergency or disaster. NGOs cannot be assigned responsibilities by the provincial government; however, traditional contributions by non-governmental organizations to emergency response and recovery include, for example:

- Addressing residents' unmet needs after an emergency;
- Coordinating of supplies from private partners;
- Providing animal shelter and relocation; and,
- Managing donations.

Most communities have a number of NGOs, including faith-based groups, service clubs, volunteer groups and agencies. Often these organizations can provide a wide range of skills, personnel, and equipment. They may also have extensive expertise and connections with vulnerable populations.

Some Ministries, Crowns and Agencies have existing agreements with NGOs. To support emergency response, ministries or agencies that have signed agreements may activate them in consultation with the SPSA President.

5.6 Role of Industry

Industry will respond in accordance with applicable Provincial and Federal policy, legislation, and regulation. It is the responsibility of industry to understand, and be prepared to meet the full extent of their emergency management responsibilities. Industry partners should consult with the SPSA or their designated regulatory department or agency for additional information regarding responsibility for emergency management.

5.7 Protection and Care of Animals

Any emergency that affects people will affect animals, whether they are raised for food production, or kept as companions. Recent emergency events have taught us that animals must be considered in emergency response planning.

Emergency response planning should take into consideration the care of companion animals brought to an emergency reception/evacuation centre, animals left behind, animals that may require evacuation, as well as people who refuse to evacuate without their animals.

If provincial assistance for the protection and care of animals is required during an emergency, the Provincial EOC will ensure a coordinated response by working with the municipality, the Animal Health Unit of the Ministry of Agriculture's Livestock Branch, and other associated agencies.

5.8 Assistance for Persons with Disabilities

Provincial and Ministerial emergency response planning should make provision for the notification, protection and care of persons with disabilities, as vulnerable populations may be directly affected by an emergency, including an evacuation, and will require special care and attention.

Assistance with the planning of emergency arrangements can be requested from the Ministry of Social Services, Office of Disability Issues, as this Ministry is the lead with respect to persons with disabilities.

5.9 Assistance for Newcomers

Provincial and Ministerial emergency response planning should also make provision for the notification, protection and care of newcomers. Newcomers may need additional help understanding information provided by the Provincial government, Municipal government, or other organizations in advance of, or during, an emergency.

The Ministry of Immigration and Career Training can advise on which community-based organizations provide settlement services and support to newcomers.

5.10 Psychosocial Interventions

Psychosocial response involves a range of support services for those affected by an emergency or disaster, including the promotion of individual, family and community resiliency. These various services are used to help diminish long-term psychosocial effects, to clarify the current situation, and to improve adaptive coping strategies.

The SPSA, through the Provincial EOC, will coordinate any necessary assistance for psychological intervention prior to, during and/or after an emergency in collaboration with Ministries, Crowns, and Agencies. For government employees, psychosocial needs can be addressed through the existing Employee Family Assistance Program.

For individuals outside of government, depending on the need and circumstances, support can be provided through Victims Services, the Saskatchewan Health Authority, school divisions, community based organizations and private facilities.

5.10.1 Critical Incident Stress Management (CISM)

Critical Incident Stress Management (CISM) is an integrated, multi-component crisis intervention approach used to minimize or alleviate the stress and other psychological effects of exposure to traumatic events. CISM is used as an intervention approach for both the public and first responders and can be administered through numerous methods, including group and individualized approaches. First Responders can access CISM services through the Saskatchewan CISM Network Inc. The SPSA can facilitate CISM services for government staff if it is required.

5.11 Coordination with Federal Authorities

The SPSA is responsible for liaising on an ongoing basis with Public Safety Canada's Prairies and Northwest Territories regional office staff in Regina regarding the emergency situation in the province.

Public Safety Canada is a member of the EOAC and has representation in the Provincial EOC when activated. As such, it receives situational awareness products shared with Government of Saskatchewan Ministries, Crowns, and Agencies.

If an emergency occurs that requires assistance from Federal authorities, the Minister responsible for the Act or the President of the SPSA may formally request Federal assistance through Public Safety Canada's regional office.

5.12 Requesting Military Assistance

Requests for military assistance occur when no other suitable resources are available to perform the task being requested by the military.

Requests for military assistance will be made by the President of the SPSA in consultation with Cabinet. The initial request can be made verbally, with a formal Request for Assistance describing the arrangements for military assistance following. The Public Safety Canada regional office will be informed of the request.

5.13 Transition to Recovery

Many Ministries, Crowns, and Agencies will be involved in supporting recovery efforts. Recovery activities can include meeting with local officials, attending public meetings, organizing and staffing recovery service centres, providing financial assistance, and participating in long-term recovery committees.

5.13.1 *Coordination of Recovery Activities*

The SPSA coordinates recovery activities between Ministries, Crowns, and Agencies. This includes responding to municipal requests for assistance to coordinate recovery activities with other key organizations. In cases where only one Ministry, Crown, or Agency is involved, requests for assistance may be directed to that specific organization.

Other Ministries, Crowns, and Agencies coordinate information within their own organizations and share this information with the SPSA and the Provincial EOC.

5.13.2 *Provincial Disaster Assistance Program (PDAP)*

The Provincial Disaster Assistance Program (PDAP) provides financial assistance to individuals, local authorities, First Nation communities, small businesses and parks in designated eligible assistance areas due to substantial loss of damage caused by a natural disaster to uninsurable, essential property. PDAP assists with restoration to a pre-disaster condition, unless otherwise regulated Provincially or Federally, at the time of the disaster. Municipalities serve as the access point for residents seeking assistance. Program staff work with local authorities and residents and assist in making applications to the program.

6 Inter-provincial, National and International Arrangements

6.1 Agreement with Indigenous Services Canada for On-Reserve Response

The Government of Saskatchewan typically signs a Letter or Memo of Understanding (LOU/MOU) with Indigenous Services Canada for the provision of services for potential emergencies in First Nations communities. Under the LOU/MOU, SPSA staff provide the following services to First Nations on-reserve communities:

- Response;
- Emergency preparedness;
- Recovery; and,
- Fire investigations.

First Nations communities may also apply for designation as an eligible assistance area under PDAP to access funding for damage sustained as a direct result of a natural disaster.

6.2 Mutual Aid Arrangements

6.2.1 *Memorandum of Understanding between Saskatchewan and Manitoba*

The Saskatchewan-Manitoba MOU allows the Fire Commissioner from each province to seek mutual aid and assistance, at no cost, from the Fire Commissioner in the other province. The MOU applies to equipment and staff under the direction and control of the Office of the Fire Commissioner from both provinces. In Saskatchewan, the Office of the Fire Commissioner is housed within the SPSA.

The MOU also includes provisions to strengthen cooperative efforts between the two provinces, including shared response and coordination capacities and capabilities such as Heavy Urban Search and Rescue.

6.2.2 *The Canadian Council of Emergency Management Organizations (CCEMO) Memorandum of Understanding*

The Canadian Council of Emergency Management Organizations (CCEMO) Memorandum of Understanding (MOU) on Inter-Jurisdictional Emergency Management Assistance (EMMA) provides the ability for all provinces and territories to access mutual aid assistance in managing an emergency or disaster. This MOU has become recognized as EMMA.

The MOU is signed by the CCEMO of which all Provinces and Territories are signatories.

6.2.3 *Northern Emergency Management Assistance Compact (NEMAC)*

The Northern Emergency Management Assistance Compact (NEMAC) Memorandum of Assistance (MOA) is a mutual-aid agreement between four Canadian Provinces and 10 U.S. states located on or near the Canadian-U.S. border.

All jurisdictions benefit from a common protocol to request assistance from neighbouring jurisdictions and a process to secure financial reimbursement for services rendered. Costs for inter-jurisdictional disaster assistance include human resources, transportation, accommodations, meals, equipment and shipping, and additional coordination costs of the out-of-province deployment by ministry officials. These costs are recoverable from the jurisdiction receiving services.

6.3 Disaster Financial Assistance Arrangements (DFAA)

In the event of a large-scale natural disaster, the Government of Canada provides financial assistance to provincial and territorial governments through the Disaster Financial Assistance Arrangements (DFAA), which are administered by Public Safety Canada.

When response and recovery costs exceed what individual provinces or territories could reasonably be expected to bear on their own, the DFAA provides the Government of Canada with a fair and equitable means of assisting provincial and territorial governments.

A province or territory may request assistance when eligible expenditures exceed the per capita thresholds set in the DFAA.

Eligible expenses include, but are not limited to:

- Evacuation operations;
- Restoring public works and infrastructure to their pre-disaster condition; and,
- Replacing or repairing basic, essential personal property of individuals, small businesses and farmsteads.

The Ministry of Government Relations' PDAP Branch coordinates all provincial requests for federal cost-sharing for natural disaster events. In the event of an eligible DFAA claim, Government Relations staff will contact each ministry involved in the event to coordinate the submission of response and recovery expenditures.

7 Communications

The communications protocol in the provincial emergency plan ensures a coordinated provincial response and support to Ministries, Crown and Agencies responding to media and public inquiries. It reflects a unified approach to communications procedures for emergencies requiring a provincial government response.

The coordination of internal and external communications is critical in ensuring the delivery of accurate, timely and consistent information related to emergency situations. Over-arching communications should be rooted in the CAPE philosophy of messaging:

- Express concern for the health and safety of citizens;
- Assure the people of Saskatchewan that we are taking action to ensure their safety and explain how they remain safe;
- Explain the Province's plan going forward; and,
- Explain the availability of, or impact to, Government of Saskatchewan services.

7.1 Target Audiences

Communication regarding a wide-spread provincial emergency or disaster needs to be provided to the following target audiences:

- The public requires information related to their health and safety; the availability of government services if an emergency results in service disruptions; and, the steps the Province will take to ensure the safety of its citizens.
- Provincial Government Employees require information related to their own organization's business continuity plans and its impact on their work; the human resource issues related to response or requirement for staff redeployment; their health and safety; and, their organization's role.
- Stakeholders of Government Organizations require information regarding the impact of Government service changes and the impact of the emergency on their operations (regulated or supported by Government) as well as how they can participate in response or seek assistance.
- Ministries, Crowns, and Agencies require information related to the operational requirements directed by officials in the Provincial EOC, managed by SPSA.

7.2 Role of SPSA (or lead agency)

The SPSA (or lead agency) manages the overall communications response and is responsible to:

- Coordinate overall media relations efforts, while working closely with key support from Ministries, Crowns, Agencies and other stakeholders, as required.
- In conjunction with all Directors of Communications from affected Ministries, Crowns and Agencies, develop a communications team able to address work demands during the emergency.
- In conjunction with other Directors of Communications from affected Ministries, Crown and Agencies, create and maintain:
 - A 24/7 availability schedule of communications representatives and their alternates;
 - An up-to-date stakeholder contact lists;
 - Protocols between responding Ministries, Crown, Agencies, Municipalities and Administrators to ensure a coordinated approach to issues and message management;
 - Develop all communications materials; and,
 - Develop an effective approval process for circulating materials on a timely basis.
- Establish contacts and procedures for emergency advertising placement services.
- Coordinate with officials in the Provincial EOC to ensure relevant and timely information is available to meet the demands of media, stakeholders and the public.

- Coordinate activities for information-sharing (i.e., news conferences, technical briefings, open houses or town halls, 1-800 line, social media, etc.).
- Monitor media and social media activity related to the emergency and brief executive and response leads as required.

Typically, the SPSA coordinates provincial emergencies, including communications. In circumstances where another agency is a more appropriate lead due to their area of responsibility or expertise (i.e., pandemic), the Provincial Emergency Operations Centre will support that lead agency and their designated Information Officer (Communications Director). Support is provided as needed, from other Ministries, Crown, and Agencies. In any provincial emergency, all Ministries, Crowns, and Agencies should:

- Establish a single point of coordination for the response;
- Provide information as required to SPSA (or designated lead) to effectively coordinate the communications for the event;
- Ensure that the communications function has the resources needed to fulfil the requirements of this plan;
- Examine ways to increase efficiency in responding to communication issues and adjust and simplify approval processes;
- Ensure consistency of information and messages across all channels of communication and alignment to the direction provided under this plan;
- Collaborate with other Ministries, Crowns or Agencies in communication activities that promote common or government-wide messages and themes; and,
- Seek the advice of SPSA Communications and/or Executive Council on issues and themes which may have horizontal or government-wide implications that require inter-ministry or third-party co-ordination.

Individual Ministries, Crowns and Agencies are responsible for:

- Employee communication, as part of a coordinated approach by Government;
- Stakeholder communication, as part of a coordinated approach by Government; and,
- Public and media communications pertaining to specific issues related to their organization or sector.

Depending on the scale of the emergency, there may be a requirement to draw on the assistance of communications consultants from other Ministries, Crowns or Agencies.

7.4 Media Relations

The SPSA (or designated lead) will establish a media centre to manage media enquiries as well as the tracking of requests, coverage, statistics, 1-800 calls, web page views, etc. This coordination centre should be co-located with the Provincial EOC, as this is where the majority of information is gathered, internal briefings take place, challenges are presented and numerous decisions are made.

7.4.1 Media Conference Calls

Depending on the severity of the emergency and media requirements, media conference calls may be initiated. On these calls subject experts report on the latest conditions (i.e., nature, extent and progress of disaster; updates on SPSA emergency crisis support; updates on evacuations; highway/road/campground/other facility closures) and take questions from the media outlets participating.

7.4.2 Media Advisories

The distribution of media advisories will take place when:

- There is new media information to provide;
- Media needs to be alerted to upcoming conference calls; and,
- When media conference calls will reduce in frequency or terminate.

7.4.3 News Releases

News releases will provide updated media information or highlight activities, services or direction to the public, where detailed reports are not suitable.

7.4.4 One-Off Media Interviews

Media interviews may be arranged with local community/municipality officials, government experts, where it is practical and safe to do so.

7.4.5 Filming/Footage of Emergency Scene (B-roll)

Filming/footage of emergency scene may take place under controlled conditions, (i.e. where the camera crew is escorted through the emergency site) and will only occur when the emergency responders working the scene believe it is safe to do so.

Appendix A – Roles and Responsibilities in Emergency Response

Advanced Education

- Coordinate the use of sector partner's facilities for temporary accommodations in the event a situation requires this.
- Continue to provide payments to individuals for needs-based programs.
- Maintain the student call centre by securing communication lines through ITO and SaskTel.
- Continue to provide sector support and collaboration.

Agriculture

- Animal Diseases – The Canadian Food Inspection Agency has the lead role in federally reported diseases. The Ministry of Agriculture provides assistance through TADES plan. The Ministry of Agriculture also has a provincial notifiable animal diseases list. Response programs are in place for anthrax, rabies and porcine epidemic diarrhea (PED). Other diseases only require monitoring for trade purposes or to detect or understand their presence in Saskatchewan.
- Bio-Terrorism – The ministry provides risk assessments; pesticide applicator licensing and the TADES plan.
- Fire – The ministry assists with coordinating evacuation of livestock and recovery after the emergency is over.
- Wind Damage – The Ministry assists with recovery and housing of livestock.
- Water Contamination – The Ministry provides guidelines and regulations for protection of water from contamination by livestock.
- Flood – the Ministry assists with coordinating evacuation of livestock and recovery after the emergency is over.
- Food Safety – The Ministry provides technical assistance to program development and assists with awareness.
- Feed Contamination – The Ministry provides education in prevention.
- Pestilence – The Ministry provides and advisory services, control, surveys and emergency registrations.
- Power Outage – The Ministry provides and advisory service, equipment assistance and disposal of dead animal assistance.
- Transportation of Hazardous Goods – The Ministry is responsible for licensing pesticide applicators and dealers.
- Drought – The Ministry provides an advisory service and drought related programs.
- Crop Disease – The Ministry provides an advisory service, control, surveys.

SaskBuilds and Procurement

- Assist in the procurement of space for the Provincial EOC operations if an alternative is required.
- Assist in the procurement of space as required for temporary program operations.
- Provide vehicles for transportation as required.
- Provide security for buildings and property.
- Provide a reliable network infrastructure, as far as is reasonably possible.
- Provide the gov.sk.ca communications channel, as far as is reasonably possible.
- Provide limited Client Request Services, Application Delivery and Support, Remote Support Services, Service Desk, as far as is reasonably possible.
- Conduct and coordinate emergency restoration.
- Emergency response as required and available.
- Provide advice and assistance on emergencies that impact the government's IT resources.
- Act as a link to national and internal cyber-terrorism experts.
- Participate in the Saskatchewan Critical Infrastructure Advisory Network.

Corrections, Policing and Public Safety

- Oversees the Saskatchewan Provincial Correctional system and Custody Facility operations.
- Ensure the health, safety and security of incarcerated offenders.
- Community Corrections will continue to provide effective client service, in addition to preparing reports for the Court as required.
- Works closely with the RCMP to support law enforcement activity in rural Saskatchewan.
- Works with municipal police forces and other policing agencies to support emergency operations.
- Liason for F Division RCMP during emergency operations.
- Maintains and provides support services through the Provincial Protective Services (conservation officers, highway patrol officers, safer communities and neighbourhoods (SCAN) officers, prisoner transport and court deputy sheriffs and Wascana Centre community safety officers).
 - Provincial Protective Services (PPS) provides resources to emergency related issues.
- Providing security services at the Legislative Building within the Legislative District.
- Promotes appropriate and effective policing, and supports community and public safety services throughout Saskatchewan.

Crown Investments Corporation

- Monitor the impact of the emergency on Crown sector workplaces and assist (as appropriate) Crown corporations to maintain critical infrastructure.
- Coordinate Crown sector emergency-related communications including ensuring consistent messaging.
- Provide sector wide human resource policy and labour relations guidance.

eHealth Saskatchewan

- Does not play a specific role in emergency response.

Education

- With the assistance of school divisions provide a safe central gathering point in the community.
- Coordinate the use of school facilities as required with other Ministries, Crowns and Agencies and private sector depending on nature of the emergency.
- Provide updates and information to school divisions and other sector partners, childcare sector and library sector partners as that information is made available to the Ministry.

Energy and Resources

- Assist and advise with respect to operations of the oil and gas industries in the province.
- Assist and advise with respect to spills, fires and releases of crude oil, salt water, production wastes and by-products or releases of natural gas in the province.
- Ensure oil and gas wells, pipelines and related facilities regulated under the provincial jurisdiction are shut-in when they pose a threat to public safety and the environment.
- Emergency provision of personnel to other jurisdictions if requested.
- Emergency provision of expert staff as may be available and as requested.
- Emergency provision, to the extent required and amenable, of a safe central gathering point in communities where the Ministry has a regional presence.

Environment

- Conduct and co-ordinate dangerous goods/hazardous materials environmental emergency response operations including air, water and land pollution monitoring and reporting.
- Provide technical assistance and advice and act as a resource to other ministries, Crown corporations, agencies and municipal authorities on matters including:
 - evaluation of disposal sites in the event of an infectious disease outbreak affecting domestic animals or wildlife populations;
 - dangerous goods spill management and remediation; and,
 - evaluation of sites and procedures for management and disposal of solid waste.

Executive Council

- Designate an official to act as a liaison officer between the Provincial EOC and the Premier's Office in major emergencies or disasters.
- Coordinate the ministerial, Premier and Lieutenant Governor signoff of an Order in Council (OC) for declaring a State of Emergency through the Cabinet Secretariat.

Finance

- Coordinate special warrant funding should program expenditures exceed budget levels that cannot be offset within a ministry.

Financial and Consumers Affairs Authority

- Does not play a specific role in emergency response.

Government Relations

- Participate in local Emergency Operations Centres, making emergency expenditures to establish fire/flood breaks and other mitigating controls, issuing emergency declarations, restricting community access, issuing fire bans, and authorizing emergency support from the Canadian Forces.
- Upon request, Indigenous and Northern Relations branch has often provided communications support and community contacts through its field-forward staff in northern Saskatchewan. The Northern Municipal Services branch advises municipalities on their individual authorities (for instance, local states of emergency and implementing emergency plans).
- Government Relations through the Indigenous and Northern Relations Branch will provide whatever assistance it can in contacting First Nations communities during an evacuation. In the past, the Branch has provided advice and input and also provided support as it could at Emergency Evacuation Centers.
- Provide contact information for First Nations and Métis leaders that will help officials wanting to reach out to First Nations and Métis communities.
- The Ministry of Government Relations, as the local government authority for the District, has established municipal emergency plans for 11 northern settlements and 14 resort subdivisions. During an emergency, northern municipal advisors (administrators of the communities) implement these plans.
- Provide support in recovery efforts through the Provincial Disaster Assistance Program. This may include the cost of uninsurable losses, cleanup, repairs, temporary relocation and pre-emptive actions (taken by communities/First Nations where danger to life and property is imminent).

Immigration and Career Training

- Respond to immigration and temporary work permit-related inquiries and issues.

Health

- To provide an effective and timely response to major health events, emergencies and disasters regardless of their cause.
- Reduce preventable death, illness in health emergencies and other emergencies with health impacts.
- Provide timely health information including warnings, health risks, prevention and other information to the public, media, and Ministry of Health staff.
- Ensuring continuity of healthcare services thereby maximizing health outcomes in the Province of Saskatchewan in the event of an emergency or disaster.
- Providing support and coordination for the activities of the Provincial Emergency Operations Centre, Ministry of Health's Health Emergency Operations Centre and the Saskatchewan Health Authority's Health Emergency Operations Centre.
- Liaise with other ministries, provincial, federal, international government agencies and community-based organizations (CBOs) on health matters including resource acquisition, coordination and expertise.
- Provision of resources and subject matter experts to the Saskatchewan Health Authority and other Ministries, Crowns and Agencies, depending on the nature of the emergency.
- Ensure that essential laboratory services are maintained in the event of an emergency or disaster.
- To the extent possible, maintain health registration system, drug and extended benefits coverage and claims, payments to medical service providers, and out-of-province and country approvals for health care.
- Provide direct delivery of services and supplies, depending on nature of the emergency.
- Provide direct delivery of services and supplies, depending on nature of the emergency. Provide leadership on coordinated health system communications activities to ensure accurate, timely information is available for the public, staff, media, government, etc.

Highways and Infrastructure

- Provide options for a reliable and safe route of travel for the movement of people and goods during emergency response efforts.
- Maintain the 26,000 km highway network, as well as 17 northern airports, 12 ferries and a barge seasonally, and ice roads in the winter months.
- Concentrate efforts provincially to focus on areas in need.
- Offer 24/7/365 road information and traveler assistance during the winter months via the Highway Hotline.
- Provide highway condition information via the internet, telephone messaging, and various sign messaging systems.
- Arrangement and provision of detour routes in the event of a loss of a particular highway.
- Provision of available specialty vehicles, equipment, manpower, and other resources to aid in emergency situations.
- Coordinate with other agencies, such as the RCMP, in traffic accommodation, signage, staffing, barricades, etc.

Justice and Attorney General

- Provide advice with respect to emergency legislation and regulations as may be required in emergencies or disasters.
- Provide legal advice and assistance for government officials engaged in emergency/disaster operations.
- Support the continued operation of the Courts; this includes Provincial Court, Queen's Bench and Court of Appeal.
- Continue the operations of the Prosecutions function to prosecute criminal offences.
- Continue operations of important tribunals including the Human Rights Commission and the Office of Residential Tenancies
- Provide special coroner services in emergencies or disasters.

Labour Relations and Workplace Safety

- Ensure that all contractors, employers and workers comply with the *Saskatchewan Employment Act* and is associated regulations as applicable.

Municipal Financing Corporation of Saskatchewan

- Does not play a specific role in emergency response.

Parks, Culture and Sport

- Ensure the safety of park visitors and residents.
- Facilitate evacuation of park visitors from the park including remote or dangerous areas.

Public Service Commission

- Provide human resources policies and consulting support to guide public service managers and staff with respect to HR related issues and questions through an emergency situation.
- Facilitate the redeployment of the public service workforce between organizations where required to respond to emergencies and to maintain critical government operations and services.
- Act as a liaison with public service unions and other employers as required.

Social Services

- The Ministry of Social Services can provide information and/or assist individuals in accessing any of its services or program.
- Saskatchewan Income Assistance programs provide financial benefits for emergency shelter, food, and essential personal items to individuals and families who are temporarily homeless and without the means to pay. During business hours, Income Assistance staff will support income assistance clients in emergency situations and may provide onsite support if required. After business hours in Prince Albert, Regina, and Saskatoon, community-based organizations are funded to act on behalf of the Ministry to provide Income Assistance emergency benefits. Emergency Duty Workers or RCMP are available to provide support outside of these locations.
- The Saskatchewan Housing Corporation (SHC) offers programs for residents who need affordable, safe, and secure housing. There are more than 17,000 social housing units in 265 communities across Saskatchewan. SHC works with community partners and local housing authorities to connect those in need with safe housing. SHC has units available in several communities across the province that can be used to provide temporary housing in case of an emergency.
- With respect to Disability Programs, case management supports and navigation assistance can be mobilized. Based on specific skillsets, team members can be deployed to support shelter settings or service provider locations (Group Homes/Approved Private Service Homes). If required, community-based service providers funded by the Ministry can be approached to provide emergency supports where appropriate.
- Child and Family Programs will respond to reports of children under the age of 16 years being in need of protection. If it is determined that a child or children cannot safely remain with their family, services and supports may be imposed/offered/provided. Child and Family Programs may also provide services and supports to youth ages 16 and 17 years through a voluntary agreement if it is determined the youth is unable to reside in the parental home.

Saskatchewan Crop Insurance Corporation

- Does not play a specific role in emergency response.

Saskatchewan Gaming Corporation

- Does not play a specific role in emergency response.

Saskatchewan Government Insurance

- Does not play a specific role in emergency response.

Saskatchewan Health Authority

- Provide an effective and timely response to the health care needs of the population caused by major events, emergencies and disasters.
- Work with partner agencies to reduce preventable death, illness in health emergencies and other emergencies with health impacts.
- Notify the Health Emergency Management Unit (HEMU) and other health partner agencies of the event and SHAs current status.
- In the event of a wide-scale emergency event, the SHA will activate their own internal response structure. This may include the activation of EOCs and Incident Command Centres based on location of the event.
- Safeguarding continuity of healthcare services to ensure ongoing health care services for the people of Saskatchewan. This may include implementing by-pass options and other methods to alleviate pressures on the area affected by the emergency/disaster.
- Prepare local and provincial health care teams and facilities to respond and receive patients to ensure continuity of care from pre-hospital through to discharge.
- Communicate with HEMU and other provincial ministry departments and community-based organizations (CBOs) such as local municipalities on required resources, coordination and expertise related to the emergency/disaster.
- Provide psychosocial support both to those directly affected by the event and to SHA staff, as resources allow. Facilitate external resource support as necessary with ministry collaboration.
- Assist with health hazard assessments of the emergency/disaster area as requested by the ministry.
- Identify required resources and request assistance to obtain resources through HEMU. For example, National Emergency Stockpile System and other federal supports, such as nurses.

Saskatchewan Housing Corporation

- Does not play a specific role in emergency response.

Saskatchewan Opportunities Corporation

- Does not play a specific role in emergency response.

Saskatchewan Arts Board

- Does not play a specific role in emergency response.

Saskatchewan Apprenticeship and Trade

- Does not play a specific role in emergency response.

Saskatchewan Assessment Management Agency

- Maintain the integrity of provincial systems as they are provincial critical infrastructure.

Saskatchewan Human Rights Commission

- Provides assistance with policy where concerns are raised that may infringe on human rights.

Saskatchewan Legal Aid Commission

- Does not play a specific role in emergency response.

Saskatchewan Liquor and Gaming Authority

- Does not play a specific role in emergency response.

Saskatchewan Municipal Board (SMB)

- Communicate with municipal governments if borrowed funds are needed.

Saskatchewan Pension Plan

- Must ensure the financial integrity of member assets and records.
- Can provide staffing particularly in outlying areas upon request.
- Does not play a specific role in emergency response.

Saskatchewan Public Safety Agency

- In addition to duties referenced in the Plan:
- Coordinate provincial operations in response to a provincially or nationally declared emergency.
- Provide direction, leadership and support to the conduct of emergency operations.
- Manage the preparedness, activation, support and operational conduct of the Provincial Emergency Operations Centre and alternate centres.
- Coordinate information gathering and dissemination.
- Prepare and distribute all communications such as situation reports and alerts.
- Coordinate provincial operations in response to requests for assistance from the Federal Government or from other government ministries, Crown corporations, agencies or municipal governments dealing with emergencies.
- Liaise with Public Safety Canada and, through this agency, other federal government departments and agencies where federal assistance or information is required.
- Liaise with local governments, other Ministries, Crowns, Agencies, provincial and territorial governments and Critical Infrastructure stakeholders where assistance, involvement and/or information are required.
- Through the Chief of Emergency Management provide reports to the Deputy Minister/President responsible for Emergency Management and/or the Ministers' Committee on Emergency Management, Federal/Provincial/Territorial Senior Official Committee on Emergency Management, Cabinet or Cabinet Committees.

Saskatchewan Research Council (SRC)

- Can provide supplementary water quality testing should existing infrastructure be inadequate.
- Can provide supplementary air quality testing should existing infrastructure be inadequate.
- Provide information to clients and other stakeholders on air and water quality during emergencies.
- Emergency provision of other areas of scientific expertise as may be available and as requested.

Saskatchewan Water Security Agency

- Forecast flows and direct water management operations of WSA structures on major water courses (i.e. Saskatchewan, Qu'Appelle and Souris Rivers) during flood periods.
- Manage design and construction of emergency protection works such as berms.
- Maintain the mapping and hydraulic models produced under the Canada-Saskatchewan Flood Damage Reduction Program.
- Test private wells for contamination due to flood events.
- Support of the emergency spill centre operations as required.
- Provide advice and assistance on matters related to the emergency operations of water works or sewage works.

Saskatchewan Workers Compensation Board

- Does not play a specific role in emergency response.

SaskEnergy

- Deliver natural gas in a safe, reliable, affordable way.
- Operate Saskatchewan's natural gas distribution and transmission gas line systems.
- Conduct emergency response. Including coordination with other Ministries, Crowns and Agencies, and private sector depending on nature of emergency.
- Provide information to customers and other stakeholders on natural gas safety.
- Provide emergency personnel, equipment, etc. to other jurisdictions if requested, through established Mutual Aid Agreements.

SaskPower

- Provide a safe and reliable supply of electricity to all SaskPower customers, as far as is reasonably possible.
- Operate and maintain SaskPower's electricity system and interconnections.
- Conduct restoration activities as required, which may include coordinating with other Ministries, Crowns and Agencies and private sector.
- Provide situation and Estimated Time to Repair (ETRs) updates, as deemed appropriate by SaskPower.
- Manage & approve all communications regarding SaskPower's operations and system status.
- Emergency assistance to First Responders and other partners to ensure scene electrical safety, as may be available and as requested.

SaskTel

- Provide telecommunication services supporting public health and safety.
- Operate SaskTel plant and facilities (infrastructure) to maintain stability and reliability.
- Facilitate telecommunication services to outside agencies as requested during times of emergencies.
- Conduct emergency restoration which may require coordination with other Ministries, Crown and Agencies and private sector depending on the nature of the emergency.
- Provide information to customers and other key stakeholders on telecommunications during emergencies.
- Provide emergency personnel, equipment, etc. to other jurisdictions if requested, through established Mutual Aid Agreements.

SaskWater

- Operate and maintain potable and non-potable water supply and treatment facilities to supply water to customers to the best of SaskWater abilities.
- Operate and maintain wastewater collection and/or treatment facilities for customers to the best of SaskWater abilities.
- Provide information to customers and other stakeholders on water and wastewater operations and issues during emergencies.
- Coordinate emergency response plans for SaskWater owned and operated facilities.
- Provide specialty vehicles/equipment on an emergency basis as may be available and as requested.

Tourism Saskatchewan

- Does not play a specific role in emergency response.

Trade and Export Development

- Act as a liaison between governments and the business community providing necessary updates and communications relevant to emergency plans as necessary.

Appendix B – Declaration of Local Emergency (sample form)

Quorum of Council Available Declaration of a Local Emergency

Resolution No. _____

Dated: _____

Time: _____

_____ Of _____
(Town, R. M.) (Community)

Moved by Councilor _____

Seconded by Councilor _____

Whereas the (Town, R. M.) _____ Of _____

Is Encountering (State Problem) _____

That requires prompt action to prevent harm or damage to the safety, health or welfare of persons located within the boundaries, of the _____ Of _____ and to prevent damage to property within those boundaries.

Therefore Be It Resolved That pursuant to Section 20 of *The Emergency Planning Act*, Chapter. E-8.1 of the Statutes of Saskatchewan, the Council of the _____ Of _____ declares that a local emergency exists, from this _____ day of _____, _____ to the _____ day of _____, _____.

In Witness Whereof the Council of the _____ Of _____ has by resolution carried, declared this local emergency this _____ day of _____, _____.

Signature: _____

Name: _____

Title: _____

Complete and return this form to:

**Saskatchewan Public Safety Agency -
Intelligence and Situational Awareness Unit**

Email: spsaisa@gov.sk.ca

Phone: 306-953-3637

saskpublicsafety.ca

Saskatchewan
PUBLIC SAFETY AGENCY

Termination of Local Emergency

Pursuant to Section 23 of The Emergency Planning Act, 1989, The Council of the within the boundaries, of the

_____ Of _____ declares that the Local

Emergency is terminated in the _____ Of _____.

Dated this _____ day of _____, _____.

Moved by Councilor _____

Seconded by Councilor _____

Per: _____

Name

Signature

Complete and return this form to:

**Saskatchewan Public Safety Agency -
Intelligence and Situational Awareness Unit**

Email: spsaisa@gov.sk.ca

Phone: 306-953-3637