



**City of Fort Saskatchewan
Facility / Program Reopening Plan
COVID-19 Pandemic
Transit Plan**



Introduction:

The City of Fort Saskatchewan COVID Task Force reviewed and approved the Service Plan for Fort Saskatchewan's Transit Service as outlined in the following plan and consisting of three parts:

- Part 1: Modified Transit Operations
- Appendix A: General principles to reopening services in Alberta
- Appendix B: COVID-19 Symptoms, Screening Protocols and Infection Response

Restrictions and Related Public Health Order(s):

Alberta's Chief Medical Officer of Health (CMOH) may issue Public Health Orders to protect Albertans from serious consequences of disease, such as COVID-19.

Reopening Plan Updates and Communications Procedures

Each staff member associated to this plan will review the guides and company protocols / updated hazard assessment. Changes will require an updated plan to be reviewed by staff.

Training will be provided to staff prior to implementing new procedures and operations.

The Transit Supervisor of Fort Sask Transit will work with Corporate Communications to post and disseminate information about Transit services and conditions of use.

Part 1: City of Fort Saskatchewan Fitness Centre Reopening Plan

Updated June 18, 2020

Current Transit Status

Situation:

Fort Saskatchewan City Council approved modified Transit operations to reflect COVID-19.

Desired Response:

Transit operations will continue utilizing additional cleaning measures put in place to reduce the spread of COVID-19.

Service levels have been adjusted to reflect reduced ridership, revenue and expenses.



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Steps:

1. PW Transit Canada, our Transit Service Provider, has equipped operators with PPE they require, including hand-hygiene supplies.
2. Staff will self-monitor for symptoms of COVID-19 or other illnesses. Passengers will be encouraged to self-screen for symptoms of illness.
3. Additional cleaning measures include:
 - a. Bus cleaning and sanitizing increased to nightly cleaning and with greater detail.
 - b. Transit drivers have cleaning supplies to wipe high touch areas during the day's operations as time permits.
 - c. Bus shelters were pressure washed in May by the Parks Unit.
 - d. Some seats have been marked as unavailable to riders to ensure physical distancing on local and commuter buses. Riders are to remain in the same seat throughout their trip.
 - e. Cash handling and fare media sales postponed to reduced risk of virus transmission from March 27 to July 1 2020.
 - f. Air will not be recirculated; fresh air intake only. Window will be opened if practicable to do so.
4. Servicing reductions include:
 - a. Local service frequency reduced April 2020 until further notice from 30 minutes during peak hours to 60 minutes all day. Saturday local service also added at the same frequency to provide riders with more travel flexibility.
 - b. Commuter service reduced June 2020 until further notice by three trips departing Clareview Station at 7:25 a.m., 7:55 a.m., and 9:00 a.m.
5. In the event of illness:
 - a. The ill person will be isolated a distance of 2 meters or more from other occupants.
 - b. Staff and passengers will be advised to self-monitor.



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- c. Non-medical masks will be offered to bus occupants if available.
- d. The transit operator will record the contact information of passengers and the driver for tracing purposes and provide that information to Alberta Health Services on request.
- e. The driver will notify the transit operations manager immediately, who will in turn notify the Transit Supervisor for the City of Fort Saskatchewan.
- f. The bus will undergo additional cleaning at the first opportunity.

ATTACHMENTS

- 1. [General Relaunch Guidance](#) (link only), and
- 2. [Guidance For Chartered Tour Buses, Multi-City Buses And Passenger Trains](#)



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Appendix A: General Principles to Reopening Services in Alberta:

Service providers must continue acting responsibly. Every reopening plan should include the following preventative measures:

- Stay home if ill.
- Maintain 2m physical distancing between people, except those who reside in the same household or who belong to an existing cohort (that remains exclusive of other people).
- Practice proper hand hygiene (wash your hands for 20 seconds with soap and water or with an alcohol based rub (ABR)).
- Practice sneeze/cough control.
- In a work setting, staff must wear a mask if unable to maintain 2m distancing.
- Masks are recommended when in public.
- Follow all CMOH Public Health Orders and Guidelines for specific businesses or services.

The person in care in control of the event is responsible for ensuring patrons comply with Public Health Orders. Signage is recommended at entrances to facilities that includes:

- The expanded list of COVID-19 symptoms
- Instructions that the person should return and stay home if sick
- 2-Meter physical distancing expectations
- Hand hygiene expectations
- Instructions and illustrations of coughing / sneezing etiquette

The Transit Operator should offer hand sanitizer containing at least 60% alcohol, or soap and water available. Busses and bus stops / shelters should undergo enhanced cleaning and disinfection of common, high touch surfaces.

Other Considerations for Planned Reopening's:

1. Be aware of how COVID-19 spreads (heavier than air droplets settle on surfaces within 2 meters distance).
 - a. Facilities must accommodate 2m physical distancing.
 - b. Reduce the number of attendees to avoid overcrowding and to maintain 2m distancing.
2. Consider the surfaces that might be contaminated and accessible to individuals attending the planned event (vertical and horizontal surfaces).
 - a. Establish a cough/sneeze protocol to disinfect an area should someone cough or sneeze while in the facility.



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- b. Establish a daily cleaning and disinfecting protocol that complies with public health orders. Refer to specific guides published by Alberta Health Services if they exist. If a guide does not exist, extrapolate suitable practices contained within other guides.
3. Know the risks from shared common items including surfaces, sports equipment and shared food services.
4. Activities like singing and physical contact sports have an increased risk of projecting droplets a greater distance. The CMOH has prohibited social activities including singing, craft activities, amusement rides, face painting or other types of social entertainment under Public Health Orders.
5. Games involving shared balls or equipment remain prohibited unless participants are from the same household or an existing cohort.



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Appendix B: COVID-19 Symptoms, Screening Protocols and Infection Response:

The City of Fort Saskatchewan COVID-19 Screening Protocols document (May 25, 2020) includes a daily self-screening protocol staff are to use prior to reporting to work. Staff must know the symptoms of COVID-19. They need to know how to identify if they or another person is ill, and what should be done if illness is likely. In all cases, the screening process must protect the medical privacy of the person.

COVID-19 Symptoms:

The list of COVID-19 symptoms has been expanded by AHS and now includes:

- Fever*
- Cough (new cough or worsening chronic cough)*
- Shortness of breath or difficulty breathing (new or worsening)*
- Runny nose*
- Sore throat*
- Stuffy nose
- Painful swallowing
- Headache
- Chills
- Muscle or joint aches
- Feeling unwell in general, or new fatigue or severe exhaustion
- Gastrointestinal symptoms (nausea, vomiting, diarrhea or unexplained loss of appetite)
- Loss of sense of smell or taste
- Conjunctivitis, commonly known as pink eye

* Public Health Orders in effect at the time of publication stipulate individuals having a fever, cough, shortness of breath, runny nose or sore throat are legally required to isolate for 10 days from the onset of those symptoms, or until the symptoms resolve, whichever is longer. Persons with any of the other listed symptoms should stay home and minimize their contact with others until their symptoms resolve.

Potentially ill individuals will be directed to contact AHS for proper medical advice or testing.

COVID-19 Screening:

Utilizing a screening protocol benefits the individual who may be ill, the City of Fort Saskatchewan and all Albertan's by reducing the likelihood of transmitting COVID-19 or another communicable disease by:

- 1) Reducing transmission rates – helping to prevent the spread of COVID-19.
- 2) Promoting productivity – keeping our workforce healthy and enabling staff to focus on their work.
- 3) Promoting Confidence and Trust – Visible prevention measures demonstrates the City and the Transit Operator take staff and customer health seriously.
- 4) Contributing to the Public well-being – Transit services are essential to many people. Maintaining a functioning workforce and critical services is in part why the City exists.



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COVID-19 Screening Questions:

Pre-symptomatic and asymptomatic transmission of the COVID-19 virus or other communicable disease is possible; i.e., not all COVID-19 patients will have symptoms of infection such as elevated temperatures. Likewise, an individual may have an elevated body temperature for reasons other than illness, i.e., physical exertion or environmental exposure to high temperatures.

The City of Fort Saskatchewan encourages all individuals to conduct a daily health self-assessment and on-site assessment before entering a City facility. The daily self-assessment and the verbal questionnaire rely on the same questions. Each person should answer five questions asked from a distance of 2 meters or more:

Clarifying questions to a positive response for questions 1 or 2 may eliminate benign causes (e.g., ongoing medical condition or seasonal allergies).

- 1. Are you or any other person in your household / cohort experiencing any of the listed COVID-19 symptoms?**
 - a. A positive response would be cause to exclude entry to a City Facility.

- 2. Have you experienced any COVID-19 symptoms in the past 14 days?**
 - a. If yes, determine when.
 - i. If the onset of symptoms occurred within last 10 days, do not admit the individual to the City facility.
 - ii. If the onset of symptoms occurred between 10-14 days prior, confirm the individual is symptom free and if so, admit the individual.

Positive responses to questions 3 through 5 will not automatically preclude admission but will require clarifying questions to ensure the risk of infection / transmission is low or has passed.

- 3. Have you or any other person in your household / cohort tested positive for COVID-19 or been in close contact with someone who has tested positive for COVID-19?**
 - a. If yes, determine when.
 - i. If the individual tested positive within 10 days, the individual must self-isolate and entry should be denied.
 - ii. If 10 days or more since the date of the test and the individual is symptom free, admit the individual.



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- iii. If a member of the individual's family or cohort tested positive, or was in close contact with someone who tested positive:
 1. inquire what direction the individual who tested positive was given by Alberta Health Services
 2. inquire if AHS gave direction to others in the household or cohort
 3. confirm they have not had symptoms in the past 10 days.
 4. If they are not under direction by AHS and have been symptom free for 10 days or more, admit the individual.

4. Have you or any other person in your household had contact with anyone from outside of Alberta?

- a. If yes, determine where and when.
 - i. International travelers are required to isolate for 14 days.
 - ii. Interprovincial travel may be indicative of greater risk.
 1. Who did the person travel with (same household? Same cohort? Etc.)
 2. Who did they visit while away?
 3. Did they stay with friends or family?

5. Have you or any other person in your household been in contact with an international traveller in the past 14 days?

- a. If yes, did they display any signs or symptoms of illness or have they been diagnosed COVID positive?
- b. If yes, did the traveller quarantine as required by Public Health Order?

What to do if you Suspect Someone is Ill:

In the event an individual has been denied entry and is suspected of being ill with COVID-19:

1. Advise the individual they are being denied entry and why.
 - a. Direct the individual not to touch their face (eyes, nose or mouth)
 - b. Advise the individual to wash their hands immediately and don a medical or non-medical mask.
 - c. Direct the individual to return home and self-isolate, and once there, to take the AHS online COVID-19 self-assessment or to phone AHS for direction.
2. Staff must keep their hands away from their face (eyes, nose or mouth) and must wash their hands as soon as possible if not immediately.
 - a. Ensure other patrons are unable to interact with areas that may have been contaminated.



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3. Immediately notify:
 - a. **their supervisor** of the circumstances and request the rapid-response disinfection team respond to disinfect areas that may have been contaminated.



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Plan Approval

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