

Rural Municipality of Eldon No. 471

Bylaw No. 1-2019 EMERGENCY MANAGEMENT BYLAW

1. Title

1.1 This bylaw shall be known as the Emergency Management Bylaw.

2. Definitions

2.1 In this Bylaw:

- a. "Act" means the *Saskatchewan Emergency Planning Act, 1989*.
- b. "Administrator" means the person appointed by Council as the Administrative Officer for the Rural Municipality of Eldon No. 471.
- c. "All-Hazards" refers to all types of hazards including natural and human caused.
- d. "Council" means the elected officials that form the Council of the Rural Municipality of Eldon No. 471.
- e. "Deputy Emergency Measures Coordinator" means the person appointed by the Council of the Municipality of Eldon No. 471 to assist and act in the absence of the Emergency Measures Coordinator.
- f. "Emergency" shall have the same meaning as given to it by the *Act*.
- g. "Emergency Measures Coordinator" means the person appointed by the Council of the Municipality of Eldon No. 471 to organize the municipality's emergency management program.
- h. "Emergency Operations Centre" means the location for carrying out coordinated emergency response and recovery activities including planning, logistical and operational support functions.
- i. "Emergency Operations Centre Director" means the person in control of the Emergency Operations Centre whose responsibility it is to oversee functions of the Emergency Operations Centre and may oversee any municipally led Emergency Social Services.
- j. "Emergency Planning Committee" is the committee appointed to provide feedback, guidance and expertise regarding the Municipality's emergency management plan and program.
- k. "Municipal Emergency Response Plan" refers to the document created to guide the actions of the municipality during an emergency.
- l. "Emergency Social Services" are services that provide for the basic essential services to victims, evacuees and/or affected residents as may be required.
- m. "Municipality" means the Municipality of Eldon No. 471, Saskatchewan.

3. Purpose

3.1 Subject to *Section 9 of the Saskatchewan Emergency Planning Act, 1989* the purpose of this bylaw is to establish an organizational structure for preparing and responding to emergencies within the municipality that shall consist of the following:

- a. Local Emergency Measures Organization
- b. Municipal Emergency Response Plan
- c. Emergency Measures Coordinator
- d. Emergency Planning Committee

4. Municipal Emergency Response Plan

4.1 The Municipal Emergency Response Plan shall be an all-hazards plan that details subject to section 9 3(a) and 3(b) of the *Act* the provision of services during an emergency and the manner in which persons will respond to an emergency.

4.2 The Municipal Emergency Response Plan may be activated in whole or in part as required to respond to a potential, imminent or occurring emergency.

5. Council Responsibilities

5.1 Council shall:

- a. Advise on policy direction and provide guidance on emergency management initiatives to the Emergency Planning Committee.
- b. Annually review the Rural Municipality of Eldon's Emergency Management Plans.
- c. Annually review the role of Council during an emergency.
- d. Authorize and expend such monies as may be required for the Municipality to prepare, respond to and recover from an emergency.
- f. Review annual objectives set forth by the Emergency Measures Coordinator for the purpose of the Emergency Measures Organization and provide approval of such where appropriate.
- g. Review any corrective action reports submitted by the Emergency Measures Coordinator and determine approval of such as appropriate.

5.2 Council may enter into agreements with other regional districts, municipalities or local authorities for the purpose of mutual aid, emergency assistance or coordination of emergency preparedness, response or recovery initiatives or resources.

6. Declaration of Local Emergency

6.1 A local emergency may be declared by resolution by any of the following:

- a. The Reeve and Council.

b. Deputy Reeve and Council.

6.2 In the absence of quorum a declaration may be made without resolution by:

- a. Reeve on behalf of Council.
- b. Deputy Reeve on behalf of Council
- c. Any two elected officials.

7. Emergency Measures Coordinator and Deputy Coordinator Responsibilities

7.1 Duties and responsibilities of the Emergency Measures Coordinator during an emergency:

- a. The Emergency Measures Coordinator shall be prepared to assume the position of Emergency Operations Centre Director during emergency situations in which the Emergency Operations Centre may be partially or fully activated.
- b. Oversees municipally led emergency response operations in which the Emergency Operations Centre is activated.
- c. Oversees municipally led recovery operations where directed by Council.
- d. Coordinates a debrief for personnel involved in any Emergency Operations Centre activations and compiles a corrective action report with tasks and dates for completion assigned as appropriate.
- e. Submits any corrective action reports to Council for review and approval.

7.2 In addition to duties in an emergency the Emergency Measures Coordinator shall:

- a. Chair the Emergency Planning Committee as per *section 9(2)* of the *Act*.
- b. Coordinate regular meetings of the Emergency Planning Committee as set forth in section 8.2 of this bylaw.
- c. Complete an annual review and update of the Municipal Emergency Response Plan.
- d. Provide an annual update to Council regarding municipal emergency measures activities including opportunities for improvement.
- e. Coordinate annual training and exercises for members of the Emergency Planning Committee.
- f. Set annual objectives for the Emergency Measures Organization subject to approval from Council.
- g. Assesses municipal supplies and resources assigned for emergency response.

7.3 The Deputy Emergency Measures Coordinator shall support the duties of the Emergency Measures Coordinator including:

- a. Assisting the Emergency Measures Coordinator with municipal incident coordination.
- b. Acting in the absence of the Emergency Measures Coordinator with all of the same authority as bestowed to the Emergency Measures Coordinator.

8. Emergency Planning Committee

8.1 Pursuant to *section 9 (1)* of the *Saskatchewan Emergency Planning Act, 1989* there is hereby established an Emergency Planning Committee composed of:

- a. The Emergency Measures Coordinator.
- b. The Municipal Administrator.
- c. All designated members of the municipal emergency operations centre.
- d. Other municipal personnel as requested by the Emergency Measures Coordinator.
- e. Representatives from public and private organizations or other stakeholders who may provide expertise or assist with emergency measures activities within the municipality as invited by the Emergency Measures Coordinator.

8.2 The Emergency Planning Committee shall meet at least three (3) times per year or more frequently as determined by the Emergency Measures Coordinator.

8.3 The Committee shall provide feedback and expertise regarding the municipal emergency response plan and program including:

- a. Coordination and provision of services and operations in preparation for and during an emergency.
- b. Development and maintenance of the Municipality's emergency response plan and program where appropriate.
- c. Assistance within the Emergency Operations Centre and Emergency Social Services centres where appropriate.
- d. Annual review of the Emergency Response Plan and assigned positions within the plan.
- e. Provision of recommendations following Emergency Operations Centre activations where appropriate.

8.4 Municipally employed committee members shall participate in:

- a. Emergency exercises as requested by the Emergency Measures Coordinator.
- b. Training as requested by the Emergency Measures Coordinator.

9. Financial

9.1 Subject to section 5.1(d) of this Bylaw, Council may authorize and expend such monies as required for the Municipality of Eldon No. 471 to prepare, respond to and recover from an emergency.

9.2 Pursuant to *section 21(3)* of the *Act*, the local authority may within 60 days after the making of a local emergency declaration, borrow any monies necessary to pay expenses caused by the emergency including payment for the services provided by the Government of Saskatchewan or by the Government of Canada when the services were provided at the request of the local authority. Power to borrow money is exercisable only by the bylaw of the local authority that is approved by the Minister and the Saskatchewan Municipal Board where required by *The Municipal Board Act* or any other Act governing the local authority.

9.3 Council may enter into agreements and make payments to persons or organizations for emergency management services including development and implementation of plans, programs or portions thereof.

9.4 Council may make applications for grants or other funding applicable to the development of emergency plans or programs including but not limited to mutual aid plans and programs.

10. Indemnification

10.1 No action lies against the Rural Municipality of Eldon No. 471 or a person acting under the Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Saskatchewan Emergency Planning Act, 1989* or this Bylaw under a declaration of local emergency.

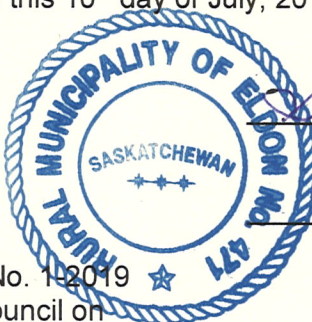
11. Repealed

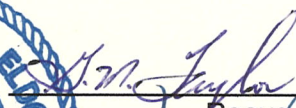
Bylaw No. 93/1988 is hereby repealed.

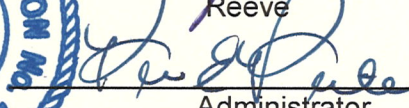
INTRODUCED AND READ a first time this 8th day of May, 2019.

READ a second time this 8th day of May, 2019.

READ a third time and adopted this 10th day of July, 2019.





Reeve


Administrator

Certified a true copy of Bylaw No. 1-2019 adopted by resolution of the Council on the 10th day of July, 2019.



Reeve


Administrator