

RURAL MUNICIPALITY OF LOREBURN NO. 254

BYLAW 09-2024

**A BYLAW OF THE RURAL MUNICIPALITY OF LOREBURN TO PROVIDE
FOR A DISTRICT EMERGENCY PLANNING COMMITTEE AGREEMENT**

The council of the Rural Municipality of Loreburn No. 254, in the Province of Saskatchewan, enacts as follows:

Whereas, Section 9 of the *Emergency Planning Act 1989*, provides that the local authority of each municipality shall establish a municipal emergency measures committee;

1. The Rural Municipality of Loreburn No. 254 is hereby authorized to enter into the R.M. of Loreburn & District Emergency Planning Committee Agreement between the RM of Loreburn No. 254, Resort Village of Mistusinne, Village of Elbow, Village of Loreburn, Village of Strongfield, Village of Hawarden and Douglas & Danielson Provincial Parks, as set forth in Schedule 1; attached hereto and forming part of this bylaw, and for the purpose of establishing a municipal district emergency measures committee. .
2. The Reeve and Administrator of the Rural Municipality of Loreburn No. 254 are hereby authorized to sign and execute the attached agreement identified as Schedule 1.




REEVE


ADMINISTRATOR

Introduced and read a first time this 10th day of July, 2024
Read a second time this 10th day of July, 2024
Read a third time this 10th day of July, 2024
Adopted this 10th day of July, 2024

"Certified to be a true copy of Bylaw No. 09-2024 adopted by
the council of the Rural Municipality of Loreburn No. 254
on the 10th day of July, 2024."




Administrator

R.M. OF LOREBURN & DISTRICT EMERGENCY PLANNING COMMITTEE AGREEMENT

THIS AGREEMENT MADE EFFECTIVE THE 8 DAY OF July, 2024

BETWEEN:

Rural Municipality of Loreburn

Resort Village of Mistusinne

Village of Elbow

Village of Loreburn

Village of Strongfield

Village of Hawarden

Douglas & Danielson Provincial Parks

WHEREAS:

- A. The *Emergency Planning Act 1989*, pursuant to Section 9, provides that the local authority of each municipality shall establish a municipal emergency measures organization, appoint a person as a local emergency measures coordinator, establish a local emergency planning committee and prepare and approve emergency plans and programs; and
- B. The above-mentioned municipalities want to collaboratively provide emergency measures for the region when required and still be able to provide emergency measures on an individual municipality basis.

NOW THEREFORE THIS AGREEMENT WITNESSES AS FOLLOWS:

1. Definitions

- (a) "Committee" shall mean the R.M. of Loreburn & District Emergency Planning Committee;
- (b) "Emergency" shall mean a present or imminent event that requires prompt coordination of actions concerning persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment.
- (c) "Emergency Measures Organization" shall mean and be one and the same as the Committee;
- (d) "Emergency Operations Centre (EOC)" shall mean the physical location at which the coordination of information and resources to support on-scene incident management activities normally take place. An EOC may be a temporary facility or may be located in a more central or permanent established facility within a jurisdiction. EOC's may be organized by major functional disciplines (e.g. EOC Manager, Operations Section, Planning Section, Logistic Section and Finance Section), by jurisdiction or some combination thereof. Pre-designated personnel who understand their roles and responsibilities should staff the EOC;
- (e) "Member Municipality" shall mean a municipality who is a party to this agreement;
- (f) "Regional Emergency Measures Coordinator" shall mean an employee of the Committee, as appointed pursuant to this Agreement, who shall act as Emergency Measures Coordinator for the Committee and the physical area covered by the member municipalities.

- 2. The Committee will act as the Emergency Measures Organization for the member municipalities in order to plan for and provide response to any emergency or disaster that may occur.

3. The Committee shall appointed a person as a Regional Emergency Measures Coordinator.
4. The Committee shall be established by this agreement and shall be composed of:
 - a. The Regional Emergency Measures Coordinator appointed in Section 3; and
 - b. One member appointed from each member municipality.
5. Each member municipality may, at their own discretion, establish a sub-committee of the RM of Loreburn & District Emergency Planning Committee. The sub-committee would provide recommendations to the RM of Loreburn & District Emergency Planning Committee as it pertains to the member municipality that established the sub-committee.
6. A member municipality that establishes a sub-committee pursuant to Section 5 may maintain, by resolution of that member municipality, their own Emergency Management Organization and Emergency Measures Coordinator. In such instance, the Regional Emergency Measures Coordinator will act as an advisor only to that member municipality.
7. The Committee shall provide funding as deemed necessary and appropriate in the establishment and maintenance of the Regional Emergency Measures Organization. The Committee will receive its funding for its Emergency Measures Organization operations equally from the member municipalities.
8. Subject to Section 6, the Regional Emergency Measures Coordinator shall have the following duties and responsibilities:
 - (a) Acts as Chairperson of the Committee;
 - (b) In conjunction with the Committee, prepares and maintains a regional municipal emergency plan that will contain sections that individually address the emergency response needs and issues of each member municipality;
 - (c) Submits regular reports to the Committee to keep them fully informed of progress;
 - (d) Coordinates with other local emergency services such as the local fire departments, RCMP, local police/enforcement officers, ambulance and health services;
 - (e) Liaise with local industries, businesses and organizations regarding their emergency management plans and preparedness;
 - (f) Provides a strategy and means for public education of emergency preparedness;
 - (g) Ensures that a continuous program of training is made available for local Emergency Management personnel;
 - (h) Submits a projected budget to cover costs of emergency management operations of the Committee;
 - (i) Works with the Emergency Operations Centre (EOC) Team and Local Authority when an emergency has been declared and the activation of an EOC is required. More specifically, these duties would include, but are not limited to:
 1. Activate call out of the EOC team members;
 2. Assist with the set-up of EOC location;
 3. Assist EOC Manager as required;
 4. Provide technical assistance about the Emergency Plan, its procedures and resources;
 5. Coordinate post-emergency debriefings and preparation of reports;
 6. Ensure amendments to the emergency plan are made;
 7. Retain documentation of actions and decisions.
9. Only the local authority of a municipality can declare an emergency. The Mayor/Reeve, or in his/her absence, the Deputy Mayor/Deputy Reeve, is hereby authorized to declare a local emergency. In the absence of the Mayor/Reeve and Deputy Mayor/Deputy Reeve, a majority of the members of the Municipal Council are hereby authorized to declare an emergency. Upon declaration being made, the Emergency Operations Centre for that municipality shall oversee emergency management operations until the conclusion of the emergency event.

10. On the making of the declaration and for the duration of the local emergency, the local authority may do all acts and take all necessary proceedings including the following:
- (a) Put into operation any emergency plan or program that the local authority considers appropriate;
 - (b) Authorize or utilize any real or personal property that the local authority considers necessary to prevent, combat or alleviate the effects of an emergency;
 - (c) Authorize any qualified person to render aid of a type that the person is qualified to provide;
 - (d) Control or prohibit travel to or from any area of the municipality;
 - (e) Provide for the restoration of essential facilities and the distribution of essential supplies;
 - (f) Provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the municipality;
 - (g) Cause the evacuation of persons and the removal of persons from any area of the municipality that is or may be affected by an emergency and make arrangements for the adequate care and protection of those persons;
 - (h) Authorize the entry into any building or on any land, without warrant, by any person when necessary for the implementation of an emergency plan;
 - (i) Conscript persons needed to meet an emergency;
 - (j) Do all acts and take all proceedings that are reasonably necessary to meet the local emergency.
11. A member municipality may terminate their participation on the Committee and in this agreement by providing a minimum six months written notice to the Committee of their intent to leave. When a municipality provides such notice, the municipality giving notice forfeits any claim to the assets of the Committee or to any fees already paid to the Committee.

IN WITNESS WHEREOF, the Corporate Seals of the parties hereto attached by the hand of their duly authorized officers.



RURAL MUNICIPALITY OF LOREBURN NO. 254

Larry Boot
Reeve

H. A. A. A. A.
Administrator



RESORT VILLAGE OF MISTUSINE

John Sh
Mayor

Karey Dodd
Administrator

VILLAGE OF ELBOW



[Signature]
Mayor

[Signature]
Administrator

VILLAGE OF LOREBURN



SEAL

Robert Abbott Mayor
Edgar R. H. H. Administrator

VILLAGE OF STRONGFIELD
Robert H. H. Mayor

Administrator



VILLAGE OF HAWARDEN
Robert H. H. Mayor

Kerry O'Connell Administrator

Douglas & Danielson Provincial Parks