



BYLAW NO. 2025-02

TOWN OF ESTON

**A BYLAW TO ESTABLISH AN EMERGENCY MANAGEMENT ORGANIZATION BETWEEN THE TOWN OF ESTON
AND THE RM OF SNIPE LAKE NO. 259**

WHEREAS *The Emergency Planning Act, 1989* (Saskatchewan), Section 9, requires that each local authority:

- Appoint a committee to advise on emergency planning;
- Establish and maintain a municipal emergency measures organization;
- Appoint a coordinator and prescribe duties for emergency planning and program coordination;
- Prepare and approve emergency plans and programs; and
- May enter into agreements and provide payments to support emergency plan development and implementation;

NOW THEREFORE, the Councils of the Town of Eston enact as follows:

The Eston and District Emergency Management Control group shall be a joint effort between the Town of Eston and the RM of Snipe Lake No.259

1. Definitions

1.1 “Emergency” means:

a) Shall mean an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property.

A calamity caused by accident, war, insurrection, or natural forces; or

b) A present or imminent event that may cause serious harm to the safety or welfare of people or widespread property damage.

1.2 “Coordinator” means the individual appointed by Council to oversee emergency management activities within the Town of Eston and RM of Snipe Lake No. 259.

2. Emergency Management Organization

2.1 The Emergency Management Organization shall consist of:

- The Emergency Management Planning Committee
- Municipal departments
- Voluntary organizations operating within the Town and RM

2.2 The Emergency Management Control Group is hereby designated a special committee of Council, pursuant to Section 81 of ***The Municipalities Act***. It shall be responsible for directing emergency response measures in accordance with ***The Emergency Planning Act, 1989*** and this bylaw.

2.3 The Control Group shall exercise all necessary powers of Council during an emergency, excluding the authority to borrow funds, pass bylaws, or enter into contracts. These powers are delegated solely for emergency response execution as defined in the legislation.

3. Coordinator Responsibilities

The Emergency Management Coordinator shall:

- a) Chair the Emergency Management Planning Committee
 - b) Coordinate emergency planning across departments and agencies
 - c) Prepare plans following the guidelines of the Emergency Management Control Group
 - d) Provide regular updates to the Control Group
 - e) Oversee and coordinate the activities of emergency personnel and organizations
 - f) Ensure ongoing training programs for emergency personnel
 - g) Liaise with Saskatchewan Public Safety and mutual aid partners
 - h) Prepare and submit an annual budget for emergency operations
 - i) Advise Councils during emergencies or disasters
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4. Emergency Management Planning Committee

4.1 The Planning Committee shall include:

- Emergency Management Coordinator (Chair)
- Municipal Administrator
- Public Information Officer
- Director of Emergency Social Services
- Fire Chief
- Director of Public Works
- RCMP/Police Chief or designate
- Other individuals deemed necessary by the Coordinator or Council

4.2 Committee members may appoint delegates with full authority to act on their behalf.

5. Duties of Departments and Organizations

Each department and organization shall:

- Develop and implement their specific emergency plans
 - Train staff and volunteers
 - Assess available resources and identify service gaps
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6. Joint Cooperation

6.1 Council may allocate funds as needed for emergency operations and training.

6.2 Council shall collaborate with the RM of Snipe Lake No.259 and may collaborate with other municipalities to jointly establish or operate an Emergency Management Organization under an agreement with the Province of Saskatchewan.

7. Agreements

The Town and RM may enter into agreements with the Province or other agencies as authorized under ***The Emergency Planning Act, 1989*** and its regulations.

8. Declaration of Emergency

8.1 A declaration of a local emergency may be made by:

- The Mayor or Deputy Mayor
- A quorum of Council
- A majority of Council members, if the Mayor and Deputy Mayor are unavailable; or
- A single member of Council if an emergency is imminent and a quorum is not available.

Any declaration made under clause (d) must be reported to and ratified by Council as soon as possible.

8.2 Upon declaration, the Emergency Management Organization is authorized to take all actions permitted under Section 21(1) of *The Emergency Planning Act, 1989*, including but not limited to: a) Implementing emergency plans

- b) Acquiring or using property to mitigate the emergency
- c) Authorizing aid from qualified persons
- d) Restricting travel
- e) Coordinating medical and welfare services
- f) Evacuating persons or animals
- g) Entering premises without a warrant if necessary
- h) Demolishing structures or removing obstacles
- i) Conscripting individuals as required
- j) Taking any steps necessary to respond to the emergency

9. Administrating Municipality and Cost Sharing

The Town of Eston shall serve as the Administrating Municipality for the Emergency Management Control Group and shall provide administrative and accounting support. The Town of Eston and the Rural Municipality of Snipe Lake No. 259 shall share all associated costs on a 50/50 basis, with the Town of Eston issuing an annual invoice to the Rural Municipality following the end of each fiscal year.

10. Coming Into Force

This bylaw shall come into effect upon final reading and approval by both municipal councils.

Read a first time this 28 day of May, 2025
Read a second time this 28 day of May, 2025
Read a third time and adopted this 25 day of May, 2025

[SEAL]

Mayor

Chief Administrative Officer