

CITY OF MARTENSVILLE  
EMERGENCY MEASURES ORGANIZATION BYLAW  
BYLAW NO. 14-2014

A BYLAW OF THE CITY OF MARTENSVILLE TO ESTABLISH AN EMERGENCY  
MEASURES ORGANIZATION BYLAW

The Council of the City of Martensville, in the Province of Saskatchewan, enacts as follows:

**Purpose**

1. The purpose of this bylaw is to establish the Emergency Measures Organization of The City of Martensville and to comply with the provisions of *The Emergency Planning Act, 1989, Section 9.*

**Definitions**

2. In this Bylaw:

- a) “City” means The City of Martensville
- b) “Emergency” means:
  - i) a calamity caused by accident, by an act of war or insurrection or by forces of nature; or
  - ii) a present or imminent occurrence that has resulted or may result in serious harm to the safety or welfare of people or in a widespread damage to property.
- c) “EMO Coordinator” shall mean the person appointed by the Council or its delegates of The City of Martensville to organize Emergency Management in the City of Martensville.
- d) “Planning Committee” shall mean the Emergency Measures Organization Planning Committee.
- e) “Saskatchewan Emergency Management Organization” means the unit of that department of the Province of Saskatchewan established pursuant to section 3 of *The Emergency Planning Act.*

**Establishment of Emergency Measures Organization and Delegation of Authority**

- 3.
  - a) City Council hereby establishes an Emergency Measures Organization.
  - b) The planning for the Emergency Measures Organization shall be led by the Emergency Measures Organization (EMO) Coordinator.
  - c) City Council delegates its authority to appoint the EMO Coordinator to the City Manager and the Fire Chief, who may appoint the EMO Coordinator, as required.

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**Planning Committee**

4. a) The Planning Committee is established and shall consist of the following members:
- i) The EMO Coordinator appointed pursuant to section 3;
  - ii) The City Manager
  - iii) The Fire Chief
  - iv) The Staff Sergeant of the RCMP Detachment
  - v) The Director of Infrastructure and Planning
  - vi) The Director of Recreation and Community Services
  - vii) such other persons as may be appointed who may include City officials, volunteers or other services that may have a function in the event of a disaster within the community.
- b) A designate mentioned in subsection 4a shall have full authority to participate as a member of the Planning Committee.
- c) The EMO Coordinator shall be the chairman of the Planning Committee.
- d) Under the leadership of the EMO Coordinator, each member of the Planning Committee shall be responsible for:
- i) the development and execution of the Emergency Plan within the service that the member represents;
  - ii) the training of employees and volunteers;
  - iii) making comprehensive studies of existing resources; and
  - iv) making such plans and carrying out such activities as are necessary to ensure the capability to meet the member's responsibilities during a major emergency or disaster.
- e) The Planning Committee, under the direction of the EMO Coordinator, the City Manager and the Fire Chief shall:
- i) integrate the individual plans of each member into the umbrella civic plan;
  - ii) develop procedures for responding to as disaster; and
  - iii) provide necessary services during an emergency.

**EMO Coordinator**

5. a) The EMO Coordinator shall report to the Fire Chief and the City Manager.
- b) The EMO Coordinator shall perform the necessary duties including:
- i) act as Chairman of the Planning Committee;
  - ii) stimulate and coordinate the development of an emergency plan in co-operation with the departments of the municipality and agents in the municipality;

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- iii) provide emergency plans from the guidelines developed by the Planning Committee;
- iv) submit regular reports and information to the Fire Chief and the City Manager
- v) integrate the activities of persons and organizations involved in the City in emergency planning and emergencies;
- vi) ensure that a continuous program of training for local emergency measures organization personnel is carried out, either by local training courses or attendance at provincial or federal training schools;
- vii) co-operate with Mutual Aid Area agencies (specifically, the North Saskatoon Mutual Aid agencies) and the Saskatchewan Emergency Management Organization on all matters pertaining to emergency planning and operations; and
- viii) submit a projected budget to cover costs of emergency management operations within the municipality;
- ix) develop a public information program.

**Emergency Measures Organization**

6. a) This Bylaw shall come into force and take effect when adopted by Council.

Read a first time this 20 day of May, A.D. 2014

Read a second time this 20 day of May, A.D. 2014.

Read a third time and adopted this 20 day of May, A.D. 2014

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MAYOR

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CITY CLERK