

Bylaw No. 7269

The Emergency Planning Bylaw, 1992

**Codified to Bylaw No. 9629
(August 29, 2019)**

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The Emergency Planning Bylaw

The Council of The City of Saskatoon enacts as follows:

Purpose

1. The purpose of this Bylaw is to establish the Emergency Measures Organization of The City of Saskatoon and to comply with the provisions of *The Emergency Planning Act*, S.S. 1989-90, c. E-8.1.

Definitions

2. In this Bylaw:
 - (a) **“City”** means The City of Saskatoon;
 - (b) **“Director of Emergency Planning”** means the local emergency measures co-ordinator appointed by the City pursuant to section 9 of *The Emergency Planning Act*;
 - (c) **“Emergency”** means emergency as defined in *The Emergency Planning Act*;
 - (d) **“Mutual Aid Area”** means the area the City and other local authorities have defined as one where each party shall pool resources in order to improve emergency response capabilities;
 - (e) **“Planning Committee”** means the Emergency Measures Planning Committee of the City;
 - (f) **“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

- 2.1 (1) City Council hereby establishes an Emergency Measures Organization.
- (2) The planning for the Emergency Measures Organization shall be lead by the Director of Emergency Planning.
- (3) City Council delegates its authority to appoint the Director of Emergency Planning to the Fire Chief, who may appoint the Director of Emergency Planning, as required.

Planning Committee

3. (1) The Planning Committee is established and shall consist of the following members:
 - (a) the Director of Emergency Planning appointed pursuant to section 2.1;
 - (b) the Fire Chief, or designate;
 - (c) the Chief of Police, or designate;
 - (d) the General Manager of the Transportation & Construction Department, or designate;
 - (e) the Chief Financial Officer, or designate;
 - (f) the General Manager of the Community Services Department, or designate;
 - (g) the General Manager of the Utilities & Environment Department, or designate;
 - (h) such other persons as may be appointed by the Fire Chief who may include senior officials of the City or members of voluntary or other services which may have a function in the event of a disaster within the community.

- (2) A designate mentioned in subsection 3(1) shall have full authority to participate as a member of the Planning Committee.
- (3) The Director of Emergency Planning shall be the chair of the Planning Committee.
- (4) Each member of the Planning Committee shall be responsible for:
 - (a) the development and execution of the Emergency Plan within the service that the member represents;
 - (b) the training of employees and volunteers;
 - (c) making comprehensive studies of existing resources; and
 - (d) making such plans and carrying out such activities as are necessary to ensure the capability to meet the members' responsibilities during a major emergency or disaster.
- (5) The Planning Committee, under the direction of the Director of Emergency Planning and the Fire Chief shall:
 - (a) integrate the individual plans of each member into the umbrella civic plan;
 - (b) develop procedures for responding to a disaster; and
 - (c) provide necessary services during an emergency.

Director of Emergency Planning

4. (1) The Director of Emergency Planning shall report to the Fire Chief.
- (2) The Director of Emergency Planning shall perform all necessary duties including:
 - (a) act as Chair of the Planning Committee;

- (b) coordinate the development of an emergency plan in co-operation with the departments of the municipality and agents in the municipality;
- (c) provide emergency plans from the guidelines developed by the Planning Committee;
- (d) submit regular reports and information to the Fire Chief;
- (e) integrate the activities of persons and organizations involved in the City in emergency planning and emergencies;
- (f) 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;
- (g) co-operate with Mutual Aid Area agencies and the Saskatchewan Emergency Management Organization on all matters pertaining to emergency planning and operation; and
- (h) develop a public information program.

Planning Sub-Committee

- 4.1 (1) The Planning Sub-Committee is established and shall consist of the following members:
- (a) Director of Emergency Planning;
 - (b) Branch Managers of the various Departments of the City;
 - (c) a representative of the Saskatchewan Health Authority;
 - (d) a representative of Saskatoon Public Schools;
 - (e) a representative of the Greater Saskatoon Catholic Schools;
 - (f) a representative of The University of Saskatchewan;
 - (g) a representative of the ambulance service provided for the City;

- (h) other representatives of public agencies or Crown corporations, as required.
- (2) The Planning Sub-Committee, under the direction of the Director of Emergency Planning, shall conduct a city-wide emergency measures risk vulnerability analysis, and produce an emergency plan to address such emergencies for further consideration of the Planning Committee.

Emergency Measures Organization

- 5. (1) (Repealed – Bylaw No. 9103 – August 14, 2013)
- (2) Bylaw No. 5772 is hereby repealed.
- (3) This Bylaw shall come into effect upon its final passage.

Read a first time this 30th day of March, 1992.

Read a second time this 30th day of March, 1992.

Read a third time and passed this 30th day of March, 1992.

"Henry Dayday"
Mayor

"Janice Mann" "SEAL"
City Clerk