BYLAW 2023-04

Being a Bylaw to establish an Emergency Management Framework within the Municipal District of Lesser Slave River No. 124 in the Province of Alberta

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WHEREAS, the purpose of this bylaw, known as the *Emergency Management Bylaw*, is to establish the emergency management framework for the Municipal District of Lesser Slave River No. 124 pursuant to the Emergency Management Act, RSA 2000, Chapter E-6.8 (the Act) and Alberta Regulation 203/2018 – Local Authority Emergency Management Regulation (the Regulation) with respect to responsibilities to the local authority, the Emergency Advisory Committee, the Emergency Management Agency, the Emergency Management Plan, and training requirements;

WHEREAS, Section 2 of the Regulation requires the Municipal District of Lesser Slave River No. 124 Council to appoint an Emergency Advisory Committee by bylaw and establish its duties;

WHEREAS, Section 3 of the Regulation requires the Municipal District of Lesser Slave River No. 124 Council to appoint an Emergency Management Agency by bylaw and establish duties;

WHEREAS, Section 3 of the Regulation requires the Municipal District of Lesser Slave River No. 124 Council to appoint a Director of Emergency Management by bylaw and establish its duties;

NOW THEREFORE, the Council of the Municipal District of Lesser Slave River No. 124, duly assembled, enacts as follows:

Local Authority ("Municipal District") purpose ad responsibilities:

1. The Council of the Municipal District of the Lesser Slave River No. 124 ("Council") is the local authority and the municipal emergency management organization for the purposes of the Act and the Regulation.

2. Council is responsible for the direction and control of the Municipal District of Lesser Slave River No. 124 (the "Municipal District") emergency response.

3. Council will approve emergency plans and programs.

4. Council will appropriate and expend all sums required for the operation of the Emergency Management Agency ("Agency").

5. Council will provide for the payment and expenses of the Emergency Advisory Committee ("Committee").

6. Council delegated the power to declare, renew, cancel or terminate a state of local emergency to a committee comprised of the Reeve, Deputy Reeve, or any two members of Council. The decisions of this committee shall be done by resolution.

7. Council will appoint the Director and Deputy Director(s)of Emergency Management.

Emergency Advisory Committee ("Committee") purpose and responsibilities:

8. Council is the Emergency Advisory Committee.

9. The Chair of the Committee is the Reeve, or in his/her absence, the Deputy Reeve. Failing this, the Committee can elect a Chair.

10. The Committee will adhere to the Municipal District's procedural bylaw and decisions will be by resolution.

11. The Committee will meet at least once per year to review and advise on the emergency plan and related programs.

12. During an emergency, the Committee will provide guidance and direction to the Emergency Management Agency.

13. The Committee will advise Council at least once per year on the emergency plan and related programs.

Emergency Management Agency ("Agency") purpose and responsibilities:

14. The Agency acts as the agent of the Municipal District in exercising the local authority's power and duties under the Act and is responsible for the administration of the emergency management program.

15. The Agency must report to the Committee at least once per year to provide updates on Agency activities and the Agency's review of the Municipal District's emergency plan.

16. The Agency uses the command, control, and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency ("AEMA") posted on the AEMA's website.

17. The Director of Emergency Management as the Director of the Emergency Management Agency Shall:

    a. prepare and co-ordinate emergency plans and programs for the municipality,

    b. act as director of emergency operations on behalf of the emergency management agency,

    c. co-ordiante all emergency services and other resources used in an emergency,

    d. co-ordinate emergency training as prescribed by the Managing Director of AEMA, and

    e. perform other duties as prescribed by the local authority.

Emergency Plan:

18. The Municipal District's emergency plan shall be maintained by the Director of the Emergency Management Agency to meet the emergency plan requirements of the Regulations so that it can be reviewed by the Committee and the Council at least once per year.

19. The Agency will make the emergency plan available to AEMA for review and comment annually.

20. The Agency will participate in mandatory exercises of the emergency plan as prescribed by Regulation.

Declaration of State of Local Emergency:

21. Once the parties identified in Section 6 of this bylaw declare a state of local emergency by resolution for all or any part of the Municipal District after considering the nature of the emergency, they will ensure that the declaration identifies the nature of the emergency and the area of the municipality in which it exists.

22. The parties identified in Section 6 of this bylaw will ensure that the Director of Emergency Management immediately causes the details of the declaration to be published by any means of communication considered most likely to make known to the population area of the municipality affected by the contents of the declaration.

23. The parties identified in Section 6 of this bylaw will ensure that the Director of Emergency Management forward a copy of the declaration to the Minister responsible for the Act.

24. Immediately after termination or renewal of a state of local emergency by the parties identified in section 6 of this bylaw by resolution for all or any part of the Municipal District, or cancellation of the state of local emergency by the Minister responsible for the Act, the Director of Emergency Management shall immediately cause the details of the declaration to be published by any means of communication considered is most likely to

make known to the population of the area of the municipality affected the contents and declaration.

25. The parties identified in section 6 of this bylaw will ensure that the Director of Emergency Management forward a copy of the renewal or termination of the declaration to the Minister responsible for the Act.

Training Requirements:

26. Council will provide the necessary resources for the Municipal District to satisfy the training requirements of the Regulation prescribed by the Managing Director of the AEMA for:

    a. elected officials,

    b. the Director and Deputy Director of Emergency Management, and

    c. local authority (Municipal District) employees.

Other

27. Should any provisions of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.

28. The Municipal District Emergency Management Bylaw 2020-08 is hereby repealed.

Read a first time this 26th day of April, 2023.

Read a second time this 26th day of April, 2023.

Read a third time and finally passed, this 26th day of April, 2023.

Reeve

CAO