

**BYLAW 22-033
OF
LAC LA BICHE COUNTY**

A BYLAW OF LAC LA BICHE COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH A MUNICIPAL EMERGENCY MANAGEMENT AGENCY AND AN EMERGENCY ADVISORY COMMITTEE.

WHEREAS under the provisions of the *Municipal Government Act* R.S.A. 2000, Chapter M-26, and amendments thereto, a Council may pass bylaws in relation to the establishment, functions and procedures of council committees and other bodies and for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, the Council of Lac La Biche County is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, R.S.A. 2000 Chapter E-6.8, and amendments thereto, to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS, it is desirable in the public interest, and in the interest of public safety, that such a committee and such an agency be established and maintained to carry out Council's statutory powers and obligations under the *Emergency Management Act*;

NOW THEREFORE under the authority and pursuant to the provisions of the *Municipal Government Act*, and by virtue of all other powers enabling it, the Council of Lac La Biche County, duly assembled, enacts as follows:

Title

1. This bylaw is called the "Municipal Emergency Management Bylaw".

Definitions

2. In this bylaw, unless otherwise specified, words used in this bylaw have the same meaning as defined in the *Municipal Government Act*, R.S.A 2000, Chapter M-26 or the *Emergency Management Act*, R.S.A. 2000, Chapter E-6.8.
 - a) "Act" means the *Emergency Management Act*, R.S.A. 2000 Chapter E-6.8, and amendments thereto.
 - b) "Community Emergency Management Plan" means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster;
 - c) "Council" means the Council of Lac La Biche County;
 - d) "Director of Emergency Management" means the person appointed as Director of Emergency Management by this Bylaw;

- e) "Disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in the widespread damage to property;
- f) "Emergency Advisory Committee" means the committee established under this Bylaw;
- g) "Emergency" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property ;
- h) "Managing Director" means the Managing Director of the Alberta Emergency Management Agency (AEMA)
- i) "Members of Council" shall mean elected Members of Lac La Biche County Council;
- j) "Minister" means the Minister charged with the administration of the Act;
- k) "Municipal Emergency Management Agency" means the agency established under this Bylaw.

EMERGENCY ADVISORY COMMITTEE

- 3. The Emergency Advisory Committee is hereby established for Lac La Biche County to advise Council on the development of emergency plans and programs and to exercise the powers delegated to the Committee by this bylaw.
- 4. Emergency Advisory Committee Composition:
 - a) The Committee will consist of the Mayor and four (4) other Members of Council appointed annually at Council's Organizational Meeting.
 - b) The Mayor shall serve as Chairperson of the Committee, and in absence of the Mayor, the remaining Committee members shall appoint a chair for the duration of the Meeting.
 - c) A quorum of the committee shall be at least three members.
 - d) The Director of Emergency Management and other staff designated by the Director shall participate on the Committee as non-voting members.
- 5. The Emergency Advisory Committee shall:
 - a) Meet at least once per year, or more frequently as required. The Committee may meet on less than twenty-four (24) hours notice, if necessary.
 - b) Review the Community Emergency Management Plan and related plans and programs at least once annually.
 - c) Provide guidance and direction to the Municipal Emergency Management Agency.

- d) Advise Council on the status of the Community Emergency Management Plan and related plans and programs at least once annually.

COUNCIL'S POWERS AND RESPONSIBILITIES

6. Council shall;

- a) Appoint five (5) Members of Council to serve on the Emergency Advisory Committee
- b) Provide for the payment of expenses of all voting members of the Emergency Advisory Committee.
- b) Appoint a Director of Emergency Management for Lac La Biche County.
- c) Ensure that emergency plans and programs are prepared to address potential emergencies or disasters in Lac La Biche County.
- d) Approve Lac La Biche County's Community Emergency Management Plan and programs annually.
- e) Complete training, within 90 days of the elected official taking an official oath, as prescribed by the Managing Director of the Alberta Emergency Management Agency.

7. Council may;

- f) By bylaw borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency.
- g) Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

MUNICIPAL EMERGENCY MANAGEMENT AGENCY

- 8. The Municipal Emergency Management Agency is hereby established to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in section 15 of this Bylaw.
- 9. The Municipal Emergency Management Agency shall be comprised of one or more of the following:
 - a) The Director of Emergency Management;
 - b) The Deputy Director of Emergency Management (as appointed by the Director of Emergency Management);
 - c) The Chief Administrative Officer;
 - d) Administrative staff members of the municipality as designated by the Director of Emergency Management;
 - e) The Police Chief or designate, or the Non-Commissioned Officer (N.C.O). RCMP or designate;

- f) The Regional Fire Chief or designate;
- g) The Public Information Officer;
- h) The Emergency Social Services Manager;
- i) Any other agency or organization that may serve a useful purpose in the preparation and/or implementation of the Community Emergency Management Plan.

10. The Municipal Emergency Management Agency is responsible for:

- a) Utilizing the command, control, and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
- b) The development, administration and implementation of the Lac La Biche County Community Emergency Management Plan and related plans and programs.
- c) Reporting to the Emergency Advisory Committee on agency activities, at least once per year.
- d) Reviewing the Community Emergency Management Plan and provide update to the Emergency Advisory Committee on the review, at least once per year.
- e) Providing the Lac La Biche County Community Emergency Management Plan to Alberta Emergency Management Agency for review and comment annually.

DIRECTOR OF EMERGENCY MANAGEMENT

11. The Director of Emergency Management shall:

- a) Appoint a Deputy Director of Emergency Management for Lac La Biche County, that may act on behalf of the Director in their absence.
- b) Prepare and co-ordinate the Community Emergency Management Plan and related plans and programs for Lac La Biche County.
- c) Act as Director of Emergency Operations or ensure that a suitable person is designated under the Community Emergency Management Plan to act as required.
- d) Co-ordinate all emergency services and other resources used in an emergency.
- e) Coordinate the Municipal Emergency Management Agency and communicate recommendations made by the Agency to the Emergency Advisory Committee.
- f) Ensure that training requirements are met as prescribed by the Managing Director of the Alberta Emergency Management Agency.
- g) Ensure that the Emergency Management Exercises and required reporting are completed as

required by the Local Authority Emergency Management Regulation.

STATE OF LOCAL EMERGENCY

12. The power to declare, renew or terminate a state of local emergency under the Act, the powers specified in Section 15 of the Bylaw, and the requirement specified in Section 14 of this Bylaw, are hereby delegated to a committee comprised of the Mayor, (or in the Mayor's absence the Deputy Mayor) and any two (2) other Members of Council. This Committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
13. Quorum to declare or renew a State of Local Emergency under the Act and this Bylaw shall be one member of those members identified in Section 12 of this Bylaw.
14. When a state of local emergency is declared, the Members making the declaration shall:
 - a) Ensure that the declaration identifies the nature of the emergency and the area of Lac La Biche County in which the emergency exists;
 - b) Cause the details of the declaration to be published immediately and by such means of communication considered most likely to notify the population of the affected area; and
 - c) Forward a copy of the declaration to the Minister responsible for the *Emergency Management Act of Alberta*
15. Subject to Section 17 of this Bylaw, when a State of Local Emergency is declared, the local authority making the declaration may do all acts and take all necessary proceedings including the following:
 - a) Cause the Community Emergency Management Plan or any related plans or programs to be put into operation.
 - b) Acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an Emergency or Disaster.
 - c) Authorize or require any qualified person to render aid of a type he or she is qualified to provide.
 - d) Control or prohibit travel to or from any area of Lac La Biche County.
 - e) Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of Lac La Biche County.
 - f) Cause the evacuation of persons and the removal of livestock and personal property from any area of Lac La Biche County that is or may be affected by a Disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property.
 - g) Authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program.

- h) Procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within Lac La Biche County for the duration of the State of Local Emergency.
- i) Authorize the conscription of person needed to meet an Emergency.
- j) Authorize any persons at any time to exercise in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a State of Local Emergency.

16. When a State of Local Emergency is declared:

- a) Neither Council nor any member of Council; and
- b) Nor person appointed by Council to carry out measures relating to emergencies or disasters is liable for anything done or omitted to be done in good faith while carrying out a power or duty under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

17. When in the opinion of the local authority declaring the State of Local Emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.

18. A declaration of a State of Local Emergency is considered terminated and ceases to be of any force or effect when:

- a) A resolution is passed under Section 17 of this Bylaw;
- b) A period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution;
- c) The Lieutenant Governor In Council makes an order for a State of Local Emergency under the Act, relating to the same area; or
- d) The Minister responsible for the Emergency Management Act cancels the state of local emergency.

19. When a declaration of a State of Local Emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

REPEAL

20. Bylaw 19-032 is hereby repealed upon third reading of this bylaw.

SEVERABILITY

21. Each provision of this Bylaw is independent of all other provisions. If any such provision is declared invalid by a court of competent jurisdiction, all other provisions of this Bylaw will remain valid and enforceable.

EFFECTIVE DATE

22. This bylaw shall come into force and effect upon third reading and signing thereof.

THAT BYLAW 22-033 BE GIVEN FIRST READING THIS 22nd DAY OF NOVEMBER, 2022.

THAT BYLAW 22-033 BE GIVEN SECOND READING THIS 22nd DAY OF NOVEMBER, 2022.

THAT BYLAW 22-033 BE SUBMITTED FOR THIRD AND FINAL READING THIS 22nd DAY OF NOVEMBER, 2022.

THAT BYLAW 22-033 BE GIVEN THIRD READING THIS 22nd DAY OF NOVEMBER, 2022.

"Original Signed"

Mayor

"Original Signed"

Chief Administrative Officer