



**VILLAGE OF VETERAN
BYLAW NO. 541-20
EMERGENCY MANAGEMENT BYLAW**

BEING A BYLAW OF THE COUNCIL OF THE VILLAGE OF VETERAN, IN THE PROVINCE OF ALBERTA, TO PROVIDE DIRECTION AND CONTROL FOR EMERGENCY MANAGEMENT WITHIN THE VILLAGE OF VETERAN.

WHEREAS in accordance with the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta, Council is responsible; for the direction and control of its emergency response, for the preparation and approval of emergency plans and programs, for the appointment of an Emergency Advisory Committee, to establish and maintain a Municipal Emergency Management Agency, and to appoint a Director of Emergency Management;

AND WHEREAS the Council of the Village of Veteran wishes to establish regulations and procedures to meet the obligations of the municipality under the Emergency Management Act and the Local Authority Emergency Management Regulation, Alberta Regulation 203/2018;

AND WHEREAS in accordance with the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property.

NOW, THEREFORE, the Council of the Village of Veteran duly assembled enacts as follows:

1. This Bylaw may be cited as the Emergency Management Bylaw.

2. Definitions:

“Act” means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000, as amended, replaced or replaced.

“Agency” means the Village of Veteran Emergency Management Agency established under this Bylaw.

“Alberta Emergency Management Agency” means the provincial government agency charged with the administration of the Emergency Management Act and the Local Authority Emergency Management Regulation.

“Chief Administrative Officer” or “CAO” means the Chief Administrative Officer of the Village of Veteran.

“Council” means the Council of the Village of Veteran.

“Deputy Director of Emergency Management” or “DDEM” means the person appointed as the Deputy Director of Emergency Management.

“Director of Emergency Management” or “DEM” means the person appointed as the Director of Emergency Management Agency.

“Disaster” means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property or the environment.

“Emergency” means 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 or the environment.

“Emergency Advisory Committee” or “Committee” means the committee established under this Bylaw.

“Emergency Management Agency” or “Agency” means the agency established under this Bylaw.

“Emergency Management Plan” or “MEP” means the plan approved by the Committee to coordinate a response to an Emergency or Disaster.

“Minister” means the Minister charged with the administration of the Act.

“State of Local Emergency” or “SOLE” means a state of local emergency declared in accordance with the provisions of the Act and this Bylaw.

“Village” means the Village of Veteran.

3. Council shall appoint the DDEM by resolution.
4. The Emergency Advisory Committee is hereby established to advise on the development of emergency plans and programs and to exercise the powers delegated to the Committee by this Bylaw.
5. Council shall provide for the payment of the expenses of the members of the committee and hereby delegates to the Committee the power to:
 - (a) Approve the Emergency Management Plan;
 - (b) 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;
 - (c) Declare, renew or terminate a State of Local Emergency;
 - (d) Exercise any power given to the Minister under section 19(1) of the Act in relation to the part of the municipality affected by the declaration of the SOLE; and
 - (e) Authorize any persons at the time to exercise, in the operation of an emergency plan or program, any power given to the Minister under section 19(1) of the Act in relation to the part of the municipality affected by a declaration of a State of Local Emergency.
6. **Emergency Advisory Committee**
 - (a) The Committee shall consist of three (3) council members;
 - (b) The Mayor shall serve as the Chairperson of the Committee;
 - (c) A quorum of the committee shall be a majority of the members, except when the Committee is exercising its powers with respect to declaring a State of Local Emergency in which case a quorum is prescribed by Section 10 (a) of the Bylaw;
 - (d) The Committee shall meet to review and approve the Emergency Management Plan and related plans and programs once a year, and may form part of the agenda of a regular council meeting;
 - (e) The Committee shall provide guidance and direction to the Emergency Management Agency;
 - (f) The Committee shall authorize the DEM to exercise the power outlined in section 19(1) of the Act during a State of Local Emergency.
6. The Emergency Management Agency is hereby established to act as Councils’ agent in exercising the power and duties under the Act, and is responsible for the implementation and administration of the Emergency Management Plan, subject to any such powers and duties delegated under this Bylaw to the Committee.
7. **Emergency Management Agency**
 - (a) The Emergency Management Agency shall be comprised of one or more of the following;
 - i. the Director of Emergency Management,
 - ii. the Deputy Director of Emergency Management, DDEM,
 - iii. the CAO or designate;
 - iv. the Public Works Foreman or designate,
 - v. the Village’s designated Fire Chief or their delegate; and
 - vi. any other person the DEM considers would be of assistance.
 - (b) In addition, the DEM may invite members of the following organizations to nominate representatives to serve as members of the agency:
 - i. the RCMP;
 - ii. utility companies;
 - iii. health agencies;

- iv. school board;
 - v. representative(s) from mutual aid partners;
 - vi. anybody else who might serve a useful purpose in the preparation of the implementation of the MEP.
- (c) The Agency shall utilize the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency in accordance with the Act.
 - (d) The Agency shall track training exercises to support preparedness, response and recovery activities;
 - (e) The Agency shall support and assist the DEM in the implementation and co-ordination of the emergency response pursuant to the Emergency Management Plan.
 - (f) The Agency shall, once per year, review the MEP and related plans and programs and shall advise the Committee on the status of the MEP and related plan;
 - (g) The Agency must make the MEP available to the Alberta Emergency Management Agency for review and comment annually;
 - (h) The Agency must, in accordance with the Act, engage in mandatory emergency exercises and submit an exercise notification to Alberta Emergency Management Agency.

8. Director of Emergency Management (DEM)

- (a) The CAO is hereby appointed as the Director of Emergency Management (DEM).
- (b) The DEM shall prepare and coordinate the MEP, related plans and programs and shall direct and control an emergency response;
- (c) The DEM shall act as the director of emergency operations on behalf of the Agency with the power to delegate authority;
- (d) If the DEM is absent, the Deputy DEM or designate is responsible to undertake the duties of the DEM.
- (e) The DEM shall complete any courses prescribed by the Alberta Emergency Management Agency in accordance with the Act; and
- (f) In a SOLE, the DEM shall report directly to the Committee.

9. Training and Qualifications

- (a) Elected officials shall comply with the training requirements of the Local Authority Emergency Management Regulation;
- (b) The DEM shall comply with the training requirements of the Local Authority Emergency Management Regulations;
- (c) Members of the Agency shall comply with the training requirements and mandatory exercises of the Local Authority Emergency Management Regulations.

10. Declaration of a State of Local Emergency (SOLE)

- (a) If the Mayor is available and not incapacitated by the emergency, then the Mayor acting alone constitutes a quorum of the Emergency Advisory Committee for the purposes of making a decision to declare, renew or cancel a SOLE or expand or reduce the part of the municipality to which a SOLE applies. If the mayor is unavailable or incapacitated, then the Deputy Mayor acting alone may exercise this authority, and if the Deputy Mayor is unavailable or incapacitated then any member of the committee acting alone may exercise this authority.
- (b) All members of council shall be notified of the declaration, renewal or termination as soon as practicable;
- (c) The declaration must identify the nature of the emergency and the area of the Village in which it exists.
- (d) The details of the declaration shall be published immediately by any means of

communication considered most likely to make known to the population of the area of the Village affected, the contents of the declaration.

- (e) The Alberta Emergency Management Agency will be notified, and the declaration shall be forwarded to the Minister forthwith.

11. Duration of State of Local Emergency

Upon the declaration of the SOLE, the Committee may do all acts and take all necessary proceedings including the following:

- (a) Cause any Emergency Management Plan to be put into operation;
- (b) Exercise any power given to the Minister under Section 19(1) of the Act in relation to part of the Village affected by the declaration;
- (c) Authorize any persons at any time to exercise, in the operation of the Emergency Management Plan, any power given to the Minister under Section 19(1) of the Act in relation to the part of the Village affected by the declaration.

11.1 Upon the declaration of the SOLE, the Agency is authorized to exercise any power given to the Minister under Section 19(1) of the Act in relation to the part of the Village affected by the declaration.

12. No action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under this Act or the regulations during a SOLE.

13. Termination of the State of Local Emergency

A declaration of a SOLE is considered terminated and ceases to be of any force or effect when;

- (a) a resolution is passed;
- (b) a period of seven days has elapsed since it was declared unless it is renewed by resolution;
- (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- (d) the Minister cancels the state of local emergency.
- (e) When a declaration of a SOLE has been terminated, the details of the termination shall be published immediately by such means of communication considered most likely to notify the population of the area affected.

14. The Village will endeavor to collaborate with other communities within the region, including the Special Areas Regional Emergency Management Agency, in developing a Regional Emergency Response Plan.

15. Severability

If any section of this bylaw or any part or parts of this bylaw are found in any court of law to be illegal or invalid, that section or sections or part or parts, shall be deemed to be severable, and all other sections or parts of this bylaw, are separate and independent therefrom and enacted as such.

16. Bylaw No. 502-10 is hereby rescinded and this bylaw supersedes any pre-existing Bylaw in regards to Municipal Emergency Management.

READ a first time this 25th day of February, 2020

READ a second time this 25th day of February, 2020

READ a third time and finally passed this 25th day of February, 2020

Jerry Wipf
Mayor

Debbie Johnstone
Chief Administrative Officer