

## BYLAW NO. 430/13

### A BYLAW OF THE VILLAGE OF GLENDON IN THE PROVINCE OF ALBERTA TO ESTABLISH A MUNICIPAL EMERGENCY MANAGEMENT AGENCY.

WHEREAS the Council of the Village of Glendon is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act Chapter E 6.8, Revised Statutes of Alberta 2000 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 interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE BE IT RESOLVED, the Council of the Village of Glendon, duly assembled enacts:

1. A Bylaw cited as the Municipal Emergency Management Agency Bylaw.
2. In this Bylaw,
  - a) "Act" means the Emergency Management Act Chapter E 6.8, Revised Statutes of Alberta 2000;
  - b) "Council" means the Council of the Village of Glendon;
  - c) "Disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;
  - d) "Emergency Advisory Committee" means the committee established under this Bylaw;
  - e) "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;
  - f) "Minister" means the Minister charged with the administration of the Act;
  - g) "Municipal Emergency Management Agency" means the Agency established under this Bylaw; and
  - h) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to coordinate response to an emergency or disaster.
3. There is hereby established an Emergency Management Committee to advise Council on the development of emergency plans and programs.
4. There is hereby established a Municipal Emergency Management Agency 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 12 of this Bylaw.
5. Council shall:
  - a) by resolution, appoint three elected members of Council to serve as the Emergency Management Committee;
  - a) provide for the payment of expenses of the members of the Emergency Management Committee;
  - b) by resolution, on the recommendation of the Emergency Management Committee, appoint a Director of Emergency Management and Deputy

Director;

- c) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Village of Glendon;
- d) approve the Village of Glendon emergency plans and programs; and
- e) review the status of the Municipal Emergency Plan and related plans and programs at least once each year.

6. Council may:

- a) 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; and
- 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, including mutual aid plans and programs.
- c) on the recommendation of the Emergency Advisory Committee, appoint one or more Deputy Director(s) of Emergency Management” who shall do those things required of the Director of Emergency Management in that person’s absence;

7. The Emergency Management Committee shall:

- a) review the Municipal Emergency Plan and related plans and programs on a regular basis; and
- b) advise Council, duly assembled, on the status of the Municipal Emergency Plan and related plans and programs at least once each year.

8. 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;
- c) the Municipal Manager or other administrative staff member(s) of the Village of Glendon;
- d) the N.C.O. in charge, R.C.M. Police or designate;
- e) the Fire Chief or designate;
- f) the Director of Public Works or designate;
- g) the Ambulance Services Manager or designate;
- h) the Health Unit Manager or designate;
- i) the Hospital Director or designate;
- j) the Public/Separate School Board Chair or designate;
- k) the Family and Community Support Services Director or designate;
- l) representative(s) from adjacent communities which have entered into mutual aid agreements;
- m) representative(s) from local business or business association;
- n) representative(s) from local industry or industrial associations;

- o) representative(s) from Alberta Municipal Affairs; and
  - p) anybody else who might serve a useful purpose in the preparation or implementation of the Municipal Emergency Plan.
9. The Director of Emergency Management shall:
- a) prepare and coordinate the Municipal Emergency Plan and related plans and programs for the Village of Glendon;
  - b) act as Director of Emergency Operations, or ensure that someone is designated under the Municipal Emergency Plan to so act, on behalf of the Municipal Emergency Management Agency; and
  - c) coordinate all emergency services and other resources used in an emergency; or
  - d) ensure that someone is designated to discharge responsibilities specified in paragraphs (a), (b), and (c).
10. The power to declare or renew a state of local emergency under the Act, the powers specified in Section 12 of this Bylaw, and the requirement specified in Section 15 of the Bylaw, are hereby delegated to the Mayor/Deputy Mayor or in their absence to a committee comprised of 2 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.
11. When a state of local emergency is declared, the person or persons making the declaration shall:
- a) ensure that the declaration identifies the nature of the emergency and the area of the Village of Glendon in which it exists;
  - b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
  - c) notify Alberta Municipal Affairs – Alberta Emergency Management Agency, as soon as is reasonably practicable; and
  - d) forward a copy of the declaration to the Minister forthwith.
12. Subject to Section 15, when a state of local emergency is declared, the person or persons making the declaration may:
- a) cause the Municipal Emergency 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 they are qualified to provide;
  - d) control or prohibit travel to or from any area of the Village of Glendon.
  - e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the Village of Glendon;
  - f) cause the evacuation of persons from any area of the Village of Glendon that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons and of the personal property;
  - g) authorize the entry into any building or on any land, without warrant, by