

WOODLANDS COUNTY
Bylaw No 479/16

PROVINCE OF ALBERTA

**A BYLAW BEING ENACTED FOR THE PURPOSE OF
ESTABLISHING A MUNICIPAL EMERGENCY MANAGEMENT AGENCY**

WHEREAS the Council of Woodlands 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 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 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 the Council of Woodlands County, duly assembled, enacts the following:

1. This Bylaw may be cited as the Municipal Emergency Management Bylaw.
2. In this Bylaw:
 - (a) "Act" means the Emergency Management Act, R.S.A. 2000, Chapter E-6.8;
 - (b) "Council" means the Council of Woodlands County;
 - (c) "County" means Woodlands County;
 - (d) "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;
 - (e) "Emergency Advisory Committee" means the committee established under this Bylaw;
 - (f) "emergency" means a present or immanent 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;
 - (g) "Minister" means the Minister charged with administration of the Act;
 - (h) "Municipal Emergency Management Agency" means the agency established under this Bylaw; and
 - (i) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster.

3. There is hereby established an Emergency Advisory 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 all of its members to serve on the Emergency Advisory Committee;
 - (b) provide for the payment of expenses of the members of the Emergency Advisory Committee in accordance with Council policy;
 - (c) by resolution, on the recommendation of the Emergency Advisory Committee; appoint a Director of Emergency Management;
 - (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters that can reasonably be foreseen in the County;
 - (e) approve the County's emergency plans and programs; and
 - (f) review the Municipal Emergency Management Program and related plans and programs annually.
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 agreements and/or regional 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 Advisory Committee shall
 - (a) review the Municipal Emergency Management Program and related plans on a regular basis; and

(b) advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans and 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 Administrator or the administrative staff member(s) of the County;

(d) the Police Sergeant or designated or the N.C.O. in Charge;

(e) the Fire Chief or designate;

(f) the Public Information Officer or designate;

(g) the Public Works Superintendent or designate;

(h) the Ambulance Service Manager or designate;

(i) the Health Unit Administrator or designate;

(j) the Hospital Director or designate;

(k) the School Board Chairman or designate;

(l) the Social Services manager or designate;

(m) representative(s) from adjacent communities which have entered into mutual aid agreements;

(n) representative(s) from local industry or industrial associations;

(o) representative(s) from Alberta Environmental Protection;

(p) representative(s) from Alberta Infrastructure; and

(q) anybody else who might serve a useful purpose in the preparation or implementation of the Municipal Emergency Plan.

9. The Director of the Emergency Management Agency shall:

(a) prepare and co-ordinate the Municipal Emergency Plan and related plans and programs for the County;

- (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 Management Agency; and
 - (c) authorize and co-ordinate all emergency services and other resources used in an emergency; or
 - (d) ensure that someone is designated to discharge the 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 this Bylaw, are hereby delegated to a committee composed of Council as a whole.
- (a) If Council is unable to meet the powers within this section the power to declare, renew or terminate a state of local emergency under the Act is hereby delegated to the Mayor.
 - (b) In the absence of the Mayor the power to declare, renew or terminate a state of local emergency under the Act is hereby delegated to the deputy Mayor or Acting Mayor, or any two (2) Councillors acting in concert.

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 County 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; and
 - (c) forward a copy of the declaration to the Minister forthwith.
12. When a state of local emergency is declared, the person or persons making the declaration are authorized to:
- (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 he or she is qualified to provide;

- (d) control or prohibit travel to or from any area of the 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 the County;
- (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the 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) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- (i) 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 the County for the duration of the state of emergency;
- (j) authorize the conscription of persons needed to meet an emergency;
- (k) 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 County affected by a declaration of a state of local emergency.

13. When a state of emergency is declared:

- (a) neither Council, any member of Council nor any member of the Emergency Management Agency, and
- (b) any person appointed by Council or the Emergency Management Agency to carry out measures relating to emergencies or disasters;

are not liable in respect of damage caused through any action taken under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction;

14. Notwithstanding Section 13:

- (a) Council, any member of Council, or any member of the Emergency Management Agency and
- (b) any person acting under the direction or authorization of Council;

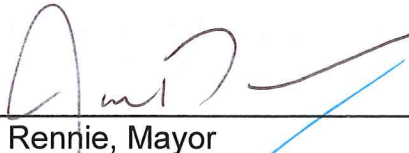
are not liable for gross negligence in carrying out their duties under this Bylaw.

15. When, in the opinion of the person or persons 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.
16. 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 15;
 - (b) a period of seven 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 emergency under the Act, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
17. When a declaration of a state of local emergency has been terminated, the person or persons 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.
18. That Bylaw No. 103/99 and any amendments made thereto be and are hereby repealed.
19. This Bylaw shall come into force and have effect from and after the date of third and final reading thereof.

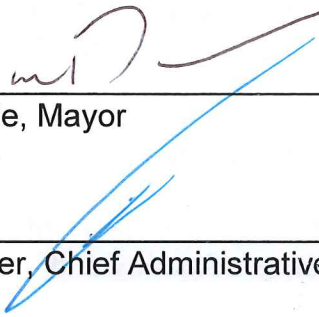
READ a first time this 17th day of May, A.D. 2016.

READ a second time this 17th day of May, A.D. 2016.

READ a third time this 17th day of May, A.D. 2016.



Jim Rennie, Mayor



Luc Mercier, Chief Administrative Officer