

ECKVILLE MUNICIPAL EMERGENCY ADVISORY COMMITTEE

AGENDA

Monday, December 12, 2022

Council Chambers – 6:30 p.m.

1. **CALL TO ORDER** 1.1
2. **APPOINTMENT OF CHAIRMAN** 2.1
3. **AGENDA**
 - 3.1 Additional Agenda Items
 - 3.2 Adoption of Agenda
4. **MINUTES** 4.1 EMEAC Minutes – December 13, 2021 pg. 1-2
5. **ACTION ITEMS** 5.1 Eckville Emergency Management Agency – DEM Report - Handout
6. **BYLAW** 6.1 Review of Bylaw 772-20 pg. 3-10
7. **NEXT MEETING**
8. **ADJOURNMENT**

ECKVILLE MUNICIPAL EMERGENCY ADVISORY COMMITTEE
Monday, December 13, 2021
Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta

1. CALL TO ORDER

1.0 Mayor Ebden called the meeting to order at 6:01 p.m.

Councillors Present:

Mayor Ebden

Deputy Mayor Engen

Councillor Meyers

Councillor Palm-Fraser

Councillor Phillips

Councillor See

Councillor Thoreson (joined the meeting via electronic means)

Absent: None

Staff Present:

Director of Emergency Management, Julian Veuger

Deputy Director of Emergency Management – Penny Seiling

CAO, Jack Ramsden

Finance & Administration Supervisor, Darcy Webb

Press: None

Gallery: None (the meeting was available via electronic means)

2. APPOINTMENT OF CHAIRMAN

2.1 Mayor Ebden nominated Councillor Meyers as Chairman of the Advisory Committee.
No other nominations were received.

Res. EMEAC001.2021

Moved by Deputy Mayor Engen that Councillor Meyers be appointed as Chairman of the Eckville Municipal Emergency Advisory Committee. **Carried Unanimously.**

3. AGENDA

3.1 Additional/ Deleted Agenda Items

There were no additions to the agenda.

3.2 Adoption of Agenda

Res. EMEAC002.2021

Moved by Councillor See that the Agenda be adopted as presented. **Carried Unanimously.**

4. MINUTES

4.1 EMEMAC Minutes – December 14, 2020

Res. EMEAC003.2021

Moved by Mayor Ebden that the minutes of the Eckville Municipal Emergency Advisory Committee held December 14, 2020 be adopted as presented. **Carried Unanimously.**

5. ACTION ITEMS

5.1 EMEAC – Director of Emergency Management Report

Res. EMEAC004.2021

Moved by Deputy Mayor Engen that the Director of Emergency Management Report outlining activities in 2021 and planned initiatives for 2022 be accepted as presented. **Carried Unanimously.**

5.2 Eckville Emergency Plan

The Committee briefly discussed the Eckville Emergency Plan.

6. BYLAW

6.1 Bylaw 772-20

The Committee reviewed the Town of Eckville Emergency Management Bylaw 772-20.

Res. EMEAC005.2021

Moved by Councillor See that no changes be recommended to Bylaw 772-20. **Carried Unanimously.**

7. ADJOURNMENT

7. Adjournment

Res. EMEAC006.2021

Moved by Councillor Meyers, Committee Chairman, that the meeting be adjourned. Time: 6:27 p.m. **Carried Unanimously.**

Mayor

CAO

TOWN OF ECKVILLE

BYLAW 772-20

TOWN OF ECKVILLE EMERGENCY MANAGEMENT BYLAW

A BYLAW TO ESTABLISH A MUNICIPAL EMERGENCY MANAGEMENT BYLAW FOR THE TOWN OF ECKVILLE

WHEREAS the Council of the Town of Eckville is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8, to appoint a Town of Eckville Emergency Advisory Committee and to establish and maintain a Town of Eckville Emergency Management Agency;

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that a Town of Eckville Emergency Advisory Committee be appointed and a Town of Eckville Emergency Management Agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the municipalities within the geographical boundaries of Lacombe County to such a degree that local resources would be inadequate to cope with the situation;


AND WHEREAS Council will endeavor to collaborate with other municipalities within the region, including the Lacombe Regional Emergency Management Agency, in developing a regional response plan for the purpose of integrated emergency management planning and operations;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF ECKVILLE, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the Town of Eckville Emergency Management Bylaw.
2. In this Bylaw,
 - (a) "Act" means the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8;

- (b) **"Alberta Emergency Management Agency"** means the Provincial Government agency charged with the administration of the Emergency Management Act and the Local Authority Management Regulation;
- (c) **"Chief Administrative Officer"** means the Chief Administrative Officer of the Town of Eckville, or designate;
- (d) **"Council"** means the Council of the Town of Eckville;
- (e) **"Deputy Director of Emergency Management Agency" or "DDEM"** means the individual(s) appointed as the Deputy Director(s) of the Town of Eckville Emergency Management Agency;
- (f) **"Director of Emergency Management" or "DEM"** means the individual appointed as the Director of the Town of Eckville Emergency Management Agency;
- (g) **"Disaster"** means an event that may result in serious harm to the safety, health or welfare of people or in widespread damage to property;
- (h) **"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;
- (i) **"Lacombe Regional Emergency Advisory Committee"** means a regional committee comprised of a Councillor, or designate, from each of the partnering municipalities of the Lacombe Regional Emergency Management Partnership;
- (j) **"Lacombe Regional Emergency Management Agency"** means the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Lacombe Regional Emergency Management Partnership;
- (k) **"Lacombe Regional Emergency Management Partnership"** means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs;
- (l) **"Minister"** means the Minister responsible for the Emergency Management Act;
- (m) **"Town"** means the Town of Eckville;
- (n) **"Town of Eckville Emergency Advisory Committee"** means the committee established under this bylaw;
- (o) **"Town Of Eckville Emergency Management Agency"** means the agency established under this Bylaw;

- (p) "Town of Eckville Emergency Management Plan" means the emergency management plan prepared by the Town of Eckville Emergency Management Agency to respond to an emergency or disaster within the geographic boundaries of the Town of Eckville.
3. There is hereby established a Town of Eckville Emergency Advisory Committee to advise Council on the development of emergency plans and programs.
4. There is hereby established a Town of Eckville 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, or the powers contained in Section 15 of this Bylaw.
5. Council shall
- (a) by resolution, appoint all seven of its members to serve on the Town of Eckville Emergency Advisory Committee;
 - (b) provide for the payment of expenses of the members of the Town of Eckville Emergency Advisory Committee;
 - (c) by resolution, on the recommendation of the Town of Eckville Emergency Advisory Committee, appoint a Director of Emergency Management and Deputy Director(s) of Emergency Management who shall do those things required of the Director of Emergency Management in that individual's absence;
 - (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town of Eckville;
 - (e) approve the Town of Eckville's emergency plans and programs; and
 - (f) review the status of the Regional Emergency Management 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 Town of Eckville 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.
7. The Town of Eckville Emergency Advisory Committee shall
- (a) review the Eckville Emergency Management Plan and related plans and programs on a regular basis; and
 - (b) advise Council, duly assembled, on the status of the Eckville Emergency Management Plan and related plans and programs at least once each year.
 - (c) Meet at least once per year, or by special request of the Chair; and
 - (d) Quorum of the Committee shall be 4 of the 7 Committee Members.
8. The Town of Eckville Emergency Management Agency shall be comprised of one or more of the following:
- (a) the Director of Emergency Management;
 - (b) the Deputy Director(s) of Emergency Management;
 - (c) the Chief Administrative Officer, Administrative Supervisors, other administrative staff member(s) of the Municipality;
 - (d) the Fire Chief or designate;
 - (e) the Communications Officer (Public Information Officer) or designate;
 - (f) the Public Works Departments Operation Team Lead or designate;
9. In addition, public and private organizations may be invited to provide representative(s) to the Town of Eckville Emergency Management Agency including but not limited to:
- (a) the NCO in Charge, Local RCMP Detachment or designate;
 - (b) the Ambulance Service Manager or designate;
 - (c) the School Division Superintendent or designate;
 - (d) representative(s) from local business or business associations (e.g. Chamber of Commerce);
 - (e) representative(s) from local industry or industrial associations; and
 - (f) anybody else who might serve a useful purpose in the preparation or implementation of the Regional Emergency Management Plan.
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10. Councillor, Committee and Agency Training

10.1 Councillors, Committee members and Agency members shall complete any courses or training prescribed by the Alberta Emergency Management Agency in accordance with the Act.

10.2 Any representatives from public or private organizations who has been assigned responsibilities respecting the implementation of the Emergency Management Plan shall complete any courses or training prescribed by the Alberta Emergency Management Agency in accordance with the Act.

11. The Eckville Town of Emergency Management Agency shall be responsible for:

- (a) reviewing and updating the Eckville Emergency Management Plan;
- (b) recommending to the Town of Eckville Emergency Advisory Committee changes or revision to the plan;
- (c) reviewing and providing input to the DEM into the development of the Town of Eckville Emergency Management Training and Exercising Plan;
- (d) participating in exercises and training according to the established Exercising and Training Programs;
- (e) meeting a minimum of two times per year.

12. The Director of Emergency Management shall

- (a) assist in the preparation and coordination of the Town of Eckville Emergency Management Plan and prepare and coordinate related plans and programs for the Town of Eckville;
- (b) act as director of emergency operations, or ensure that someone is designated under the Regional Emergency Management 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; and/or
- (d) ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).
- (e) ensure that the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency will be used by the agency.

13. The power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 15 of this Bylaw, and the requirement specified in Section 18 of this Bylaw, are

hereby delegated to a committee comprised of the Mayor, or the Deputy Mayor, alone, or in their absence, any two 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.

14. 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 Town of Eckville 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.

15. Subject to Section 13, when a state of local emergency is declared, the person or persons making the declaration may
 - (a) cause the Town of Eckville 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 the person is qualified to provide;
 - (d) control or prohibit travel to or from any area of the Town of Eckville;
 - (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 Town of Eckville;
 - (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the Town of Eckville 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;

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- (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 Town of Eckville for the duration of the state of local emergency;
 - (j) authorize the conscription of persons needed to meet an emergency; and
 - (k) authorize any persons at any time to exercise, in the operation of the Town of Eckville Regional–Emergency Management 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, 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.
17. 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 13;
 - (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.
18. 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.
19. No action lies against the Town of Eckville or a person acting under the Town of Eckville's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.

20. Bylaw No. 704/11 is hereby repealed.

This Bylaw comes into force on the day it is finally passed.

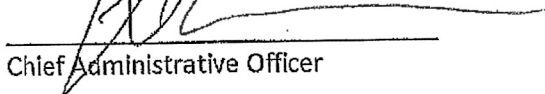
Read a first time this 23rd day of November, 2020.

Read a second time this 23rd day of November, 2020.

Read a third time and finally passed this 14th day of December, 2020.



Mayor



Chief Administrative Officer

