

BY-LAW 2020-12
A BY-LAW OF THE TOWN OF CALMAR
IN THE PROVINCE OF ALBERTA
"MUNICIPAL EMERGENCY MANAGEMENT BYLAW"

WHEREAS, the Council of the Town of Calmar 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 (current as of March 25, 2010), 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, THE COUNCIL OF THE TOWN OF CALMAR, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. This By-law may be cited as the Municipal Emergency Management By-law.
2. In this By-law,
 - (a) "Act" means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000;
 - (b) "Council" means the Council of the Town of Calmar;
 - (c) "DEM" means the person appointed Director of Emergency Management under this Bylaw by resolution of Council;
 - (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 By-law;
 - (f) "Emergency" means a present or imminent event that requires prompt co-ordination 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 By-law; 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.
 - (j) "Town" means the Town of Calmar;
 - (k) "Town Manager" means the individual appointed Chief Administrative Officer of the Town of Calmar in accordance with the Municipal Government Act, R.S.A 2000, c. M-26, as amended.
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 By-law.

5. Council shall
- (a) by resolution, appoint FIVE (5) Councillors to serve on the Emergency Advisory Committee;
 - (b) appoint the senior council member as Chairperson, in his/her absence, Chairperson shall appoint his/her alternate.
 - (c) provide for the payment of expenses of the members of the Emergency Advisory Committee;
 - (d) by resolution, on the recommendation of the Emergency Advisory Committee, appoint a Director of Emergency Management
 - (e) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town of Calmar;
 - (f) approve the Town of Calmar's emergency plans and programs; and
 - (g) review the status of the Municipal Emergency Management Program and related plans and programs at least once each year.
 - (h) delegate power to declare or renew a state of local emergency under the Emergency Management Act, the power to terminate a state of local emergency, and the power to put emergency plans into operations are hereby to the committee.
 - (i) appoint the Director of Emergency Management as head of the Emergency Management Agency.
6. Council may
- (a) by By-law 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 once a year;
 - (b) advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans and at least once each year.
 - (c) the Agency shall provide assistance and guidance to the Director.
 - (d) the committee provides guidance and direction to the Town of Calmar's Emergency Management Agency.
 - (e) Councillor(s), Town Manager, and/or Director of Emergency Management, in attendance at any particular time during an emergency meeting of the Committee, shall constitute a quorum.
 - (f) conduct an emergency training event no less than once annually.
8. The Municipal Emergency Management Agency shall be comprised of one or more of the following:
- (1)
- (a) the Director of Emergency Management;
 - (b) the Deputy Director of Emergency Management;
 - (c) the Manager of the Town of Calmar;
 - (d) the Public Information Officer or designate;
 - (e) the Public Works Foreman or designate;
 - (f) FCSS Coordinator;



- (g) Community Peace Officer;
- (2) In addition to the members appointed under subsection (1) other organizations may be invited by the Director to nominate representatives to serve as members of the Agency, including:
- (h) representative(s) from adjacent communities which have entered into mutual aid agreements];
 - (i) representative(s) from local business or business associations;
 - (j) utility companies;
 - (k) health agencies;
 - (l) service organizations; and
 - (m) any other agency or organization that, in the opinion of the Director, may assist in the preparation or implementation of the Municipal Emergency Plan.
- (3) The Agency will meet at a minimum once per calendar year and must report to the advisory committee to provide updates on agency activities, including an update on the agency's review of the town of Calmar's emergency plan.
- (4) The command and coordination systems prescribed by the managing Director of the Alberta Management Agency will be used by the Town of Calmar's Emergency Management Agency under the Incident Command System.
- (5) The Agency will act as the Agency for Council to carry out all statutory powers and obligations of Council under the Act, except for those powers and duties delegated by this bylaw to the Emergency Management Committee.
- (6) The Agency will only act as the Agency for the Town of Calmar.
- (7) Administration of the town of Calmar's emergency management program
9. The Director of the Emergency Management Agency shall
- (a) prepare and co-ordinate the Municipal Emergency Management Program and related plans for the Town of Calmar;
 - (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) authorize and co-ordinate all emergency services and other resources required during an emergency; or
 - (d) delegate duties and tasks as necessary to ensure conformance with paragraphs (a), (b), and (c).
 - (e) ensure that the Agency is briefed , at minimum, annually on the town of Calmar's Municipal Emergency plan.
 - (f) update all contact numbers and information as required and send theses updates to all invested person(s) or partners.
 - (g) Create and maintain a training plan for all town staff with responsibilities under the emergency plan.
10. When a state of local emergency is declared, the person[s] making the declaration shall



- (a) ensure that the declaration identifies the nature of the emergency and the area of the Town of Calmar 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.
11. Subject to Section 15, 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 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 Town of Calmar;
 - (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 Town of Calmar;
 - (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the Town of Calmar 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 Town of Calmar for the duration of the state of 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 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.
12. When a state of local emergency is declared,
- (a) neither Council nor any member of Council, and
 - (b) no person appointed by Council to carry out measures relating to emergencies or disasters, are liable for anything done or omitted to be done in good faith while carrying out a power or duty under this By-law, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.
13. 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, the local authority shall, by resolution, terminate the declaration.
14. 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.
15. 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.
16. Bylaw No. 2018-04 passed on February 20, 2018 dealing with Emergency Management is hereby rescinded.
17. This Bylaw comes into force on the day it is finally passed.

Read a first time this 6th day of April, A.D., 2020.

Read a second time this 6th day of April, A.D., 2020.

Read a third time, by unanimous consent, and finally passed this 6th day of April, A.D., 2020



Mayor



Town Manager

This Bylaw signed this 6th day of April, 2020.