

**A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY TO PROVIDE FOR EMERGENCY MANAGEMENT FOR THE SUMMER VILLAGE OF NAKAMUN PARK AND SUMMER VILLAGES THAT ARE PARTNER OF THIS BYLAW.**

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WHEREAS the Council of the Summer Village of Nakamun Park 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*, (hereinafter referred to as the "Act") to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency;

AND WHEREAS it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the Summer Villages that are partner of this Bylaw to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS the Ste. Anne Summer Villages Councils wish to enter into a regional emergency management partnership with each other for the purpose of integrated emergency management planning and operations;

NOW THEREFORE, the Councils of the Ste. Anne Summer Villages, in the province of Alberta, duly assembled enacts as follows:

- 1) This Bylaw may be cited as the Ste. Anne Summer Villages Regional Emergency Management Bylaw.
- 2) In this Bylaw:
  - a. "Act" means the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*.
  - b. "AEMA Field Officers"- the role of Field Officers is to assist municipalities to mitigate, prepare for, respond to, and recover from large emergencies and disasters by:  
  
facilitating Disaster Recovery Program and Municipal Wildfire Assistance Program applications; • assisting in developing/reviewing Community Emergency Management Plans and Programs; • assisting in exercises; • providing support during disasters and emergencies; • acting as a liaison between the Province and Communities; • delivering training programs in region; • facilitating training on grants and regional emergency management partnerships.
  - c. "Councils" means the Council of all partner Ste. Anne Summer Villages.

- d. "Municipality" means Nakamun Park as referenced in this Bylaw.
- e. "Municipalities" means Summer Villages as referenced in this Bylaw.
- f. "Disaster" means an event that may result in serious harm to the safety, health or welfare of people or widespread damage to property.
- g. "Director of Emergency Management" means an individual appointed by resolution of Council responsible for the preparation and coordination of emergency plans and programs for the Municipality.
- h. "Deputy Director of Emergency Management" means an individual appointed by resolution of Council responsible for assisting with the preparation and coordination of emergency plans and programs for the Municipality. The DDEM provides support to and in the absence of the Director of Emergency Management.
- i. "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 minimize damage to property.
- j. "Minister" means the Minister responsible for the Emergency Management Act.
- k. "Regional Director of Emergency Management" means the person appointed by the Regional Emergency Management Advisory Committee with the responsibility for program administration, mitigation, preparedness, response and recovery of emergencies within the geographical boundaries of the partners of this bylaw.
- l. "Ste. Anne Summer Villages" refers to the following municipalities:
  - i. Summer Village of South View
  - ii. Summer Village of Silver Sands
  - iii. Summer Village of Nakamun Park
  - iv. Summer Village of Yellowstone
  - v. Summer Village of Ross Haven
  - vi. Summer Village of West Cove
  - vii. Summer Village of Sunrise Beach
  - viii. Summer Village of Sunset Point
  - ix. Summer Village of Val Quentin
  - x. Summer Village of Sandy Beach
  - xi. Summer Village of Birch Cove
- m. "Ste. Anne Summer Villages Regional Emergency Advisory Committee" means the committee established under this Bylaw and comprised of a member of Council, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.

- n. "Ste. Anne Summer Villages Regional Emergency Management Agency" means the agency established under this Bylaw and comprised of the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Ste. Anne Summer Villages Regional Emergency Management Partnership.
  - o. "Ste. Anne Summer Villages 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 as outlined in the Ste. Anne Villages Regional Emergency Management Partnership Agreement.
  - p. "Ste. Anne Summer Villages Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Ste. Anne Summer Villages Regional Emergency Management Agency to coordinate response to an emergency or disaster within the combined geographic boundaries of the Summer Villages that are partner of this Bylaw.
- 3) There is hereby established a Ste. Anne Summer Villages Regional Emergency Advisory Committee to advise the Council of the Summer Village of Nakamun Park on the development of emergency plans and programs.
- 4) There is hereby established a Ste. Anne Summer Villages Regional Emergency Management Agency to act as the agent of the Council of the Summer Village of Nakamun Park to carry out its statutory powers and obligations under the Act.
- 5) The Council of the Summer Village of Nakamun Park shall:
- a. by resolution, appoint one (1) of its members to serve on the Ste. Anne Summer Village Regional Emergency Advisory Committee;
  - b. provide for the payment of expenses of the Summer Village of Nakamun Park member in the Ste. Anne Summer Village Regional Emergency Advisory Committee;
  - c. by resolution, on the recommendation of the Ste. Anne Summer Village Regional Emergency Advisory Committee, appoint a Director of Emergency Management and a Deputy Director of Emergency Management for the Summer Village of Nakamun Park;
  - d. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the geographical regions of the partners of this Bylaw;
  - e. endorse Ste. Anne Summer Village's emergency plans and programs, that are approved by the Ste. Anne Summer Village Regional Emergency Advisory Committee; and
  - f. review the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs at least once each year.

- 6) Each partner Summer Village Council may:
- a. by Bylaw borrow, levy, expropriate and expend, without the consent of the electors, the required sums (as determined by the Ste. Anne Summer Villages Regional Emergency Management Agency) for the operation of the Ste. Anne Summer Villages Regional Emergency Management Agency; and approved by the Ste. Anne Summer Villages Regional Emergency Advisory Committee; 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 Ste. Anne Summer Villages Regional Emergency Advisory Committee shall:
- a. adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency
  - b. at the first meeting of the year, elect from the committee a chairperson, vice-chairperson and treasurer.
  - c. establish a quorum of a minimum of 8 voting partnership members and a majority vote for all decisions
  - d. schedule a minimum of one meeting per year or more frequently at the call of the chairperson or a majority of the committee members.
  - e. review the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually in preparation for the January audit.
  - f. advise each partner Summer Village Council on the status of the Ste. Anne Summer Villages Regional Emergency Management Plan and related plans and programs by the end of October annually. Kits and plans will be reviewed and adopted and returned to the SVREMP team.
  - g. review and approve the workplan and budget submitted by the Regional Emergency Management agency; the workplan and budget shall then be forwarded to each municipality for approval. Each municipality is required to have access to pre-approved contingency funds in the event of an emergency.
  - h. maintain reserve funds at 10% per year up to a maximum of \$10,000
  - i. participate in annual Risk Assessments for Hazard Identification
- 8) The Ste. Anne Summer Villages Regional Emergency Management Agency shall be comprised of

one or more of the following as designated by the partnership for representation:

- a. a Director of Emergency from each partner Summer Village; or
  - b. a Deputy Director of Emergency Management; or
  - c. in the absence of the Director and Deputy Director, the Chief Administration Officer is required to fulfill the role.
- 9) In addition, the following public and private organizations, that may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan, may be invited to provide representative(s) to the Ste. Anne Summer Villages Regional Emergency Management Agency:
- a. Communications Officer/Information Officer or designate
  - b. Planning and Development Officer/Operations Department Officer or designate;
  - c. Emergency Response Personnel
  - d. School Division Superintendent or designate
  - e. Alberta Health Services designates
  - f. Mutual Aid Partners
  - g. representative(s) from local industry and industrial associations
  - h. representative(s) from Alberta Municipal Affairs, Alberta Emergency Management Agency
  - i. any other Non-Governmental Organization (NGO), agency or organization that, in the opinion of the Ste. Anne Regional Emergency Management Agency, may assist in the preparation or implementation of the Ste. Anne Summer Villages Regional Emergency Management Plan.
- 10) The Ste. Anne Summer Villages Regional Emergency Management Agency shall:
- a. establish a quorum of a minimum of 8 voting members and a majority vote for all discussions
    - i. each Summer Village partner holds the power of 1 vote
    - ii. in the event that 1 member represents more than one partner, they will have one vote per municipality.
  - b. act on behalf of the partnership to carry out the statutory powers and obligations under Section 11.2 (2) and Section 24 (1) of the Emergency Management Act and the Local

Authority Emergency Management Regulation; this does not include the authority to declare, renew or terminate the (SOLE) State of Local Emergency.

- c. assist in the preparation and coordination of the Ste. Anne Summer Villages Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Partnership;
- d. report on the Agency workplan activity status to the Regional Advisory Committee at a minimum of once per year, including an update on the review of the Regional Emergency Management plan
- e. ensure that a Regional Director of Emergency Management and a Regional Deputy Director of Emergency Management is designated by Councils under the Ste. Anne Summer Villages Regional Emergency Management Plan to act, on behalf of the Ste. Anne Summer Villages Regional Emergency Management Agency;
- f. implement the concept and principles of the Incident Command System
- g. coordinate all emergency services and other resources used in an emergency; and/or
- h. ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).

11) Declaring a State of Local Emergency:

- a. The Summer Village of Nakamun Park has the power to declare, terminate or renew a State of Local Emergency (SOLE) at the local level. Under the Act, the powers specified in Section 13 of this Bylaw, and the requirements specified in Section 16 of this Bylaw, are hereby delegated to the Ste. Anne Summer Village Regional Emergency Advisory Committee Executive
- b. In the event that the local level Council is unavailable, the DEM and/or DDEM, for the impacted village will assist with the decision to declare a SOLE by the Ste. Anne Summer Village Regional Emergency Advisory Committee (minimum two representatives) may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a SOLE within the geographic boundaries of the partners in this Bylaw.

12) Conducting a State of Local Emergency:

- a. When a state of local emergency is declared, the person or persons making the declaration shall:
  - i. ensure that the declaration identifies the nature of the emergency and the area

of the Ste. Anne Summer Villages in which it exists;


- ii. the Information Officer will ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the area affected; (Alberta Emergency Alert; Social Media; ALL-NET);
- iii. the Information Officer forwards a copy of the declaration to the AEMA Field Officers;
- iv. the Mayor and/or Advisory Committee Chairperson forwards a copy to the Minister forthwith.


13) Subject to Section 14, when a state of local emergency is declared, the person or persons making the declaration may:

- a. cause the Ste. Anne Summer Villages Regional 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. control or prohibit travel to or from any area within the Municipality;
- d. authorize the evacuation of persons and the removal of livestock and personal property from any area of the Municipality 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;
- e. authorize the entry into any building or on any land, without warrant, by any authorized person in the course of implementing an emergency plan or program;
- f. authorize 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;
- g. 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 Ste. Anne Summer Villages for the duration of the SOLE;
- h. authorize the conscription of persons needed to meet an emergency; and
- i. authorize any persons at any time to exercise in the operation of the Ste. Anne Summer Villages 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 SOLE.

- 14) A declaration of a SOLE is considered terminated and ceases to be of any force or effect when:
- a. at the local level, a resolution is passed by the Mayor and/or Council
  - b. at the regional level, a resolution is passed by the Ste. Anne Summer Village Regional Emergency Advisory Committee
  - c. a period of seven days has lapsed since it was declared, or 28 days during a pandemic, unless it is renewed by resolution;
  - d. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
  - e. the Minister cancels the SOLE.
- 15) When a declaration of a SOLE 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.
- 16) No action lies against the Municipality or a person acting under the Municipality'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.
- 17) That the Ste. Anne Summer Villages Regional Emergency Management Partnership Agreement (2019 revised), attached as Schedule A and forming part of this bylaw, is hereby approved and execution of the agreement is authorized.
- 18) That this bylaw rescinds Bylaw 2019-7.
- 19) That this bylaw shall come into force and have effect on the date of the third and final reading and signing thereof.

Read a first time on this 17 day of August, 2022  
Read a second time on this 17 day of August, 2022.  
Unanimous Consent to proceed to third reading on this 17 day of August<sup>h</sup>, 2022.  
Read a third and final time on this 17 day of August, 2022.  
Signed this 17 day of August, 2022

  
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Mayor, Marge Hanssen

  
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Chief Administrative Officer, Dwight Moskalyk