LAC STE. ANNE COUNTY

Bylaw 18-2026
Emergency Management Bylaw

BEING A BYLAW OF LAC STE. ANNE COUNTY FOR THE PURPOSES OF ESTABLISHING EMERGENCY MANAGEMENT THROUGH A MUNICIPAL EMERGENCY ADVISORY COMMITTEE AND AGENCY

WHEREAS, pursuant to Section 7 of the *Municipal Government Act*, a council may pass bylaws for municipal purposes;

AND WHEREAS, pursuant to the *Emergency Management Act* and the *Local Authority Emergency Management Regulation* of the Province of Alberta, the council of a municipality is responsible to prepare and approve emergency plans and programs and is responsible for the direction and control of the municipality's response to an emergency;

NOW THEREFORE, the Council of Lac Ste. Anne County, in the Province of Alberta, duly assembled, enacts as follows:

PURPOSE AND APPLICATION

1. Title

1.1 This Bylaw may be cited as the "Emergency Management Bylaw."

2. Purpose

2.1 The purpose of this Bylaw is to:

a) Fulfill the legal duty of a municipal council under the *Emergency Management Act* and the *Local Authority Emergency Management* Regulation of the Province of Alberta;
b) Establish an Emergency Advisory Committee and an Emergency Management Agency for the Local Authority;
c) Assign responsibilities for the Emergency Advisory Committee and Emergency Management Agency; and
d) Grant emergency powers to declare and terminate a State of Local Emergency.

3. Application

3.1 This Bylaw legally establishes a Local Authority's framework to the four (4) pillars of emergency management, mitigation / prevention, preparedness, response, and recovery from disasters or emergencies.

DEFINITIONS

4. Definitions

a) "Act" means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000, as amended, or any successor legislation;

b) "AEMA" means the Alberta Emergency Management Agency, which is the Alberta Government agency responsible for the coordination, collaboration and cooperation of all organizations involved in the prevention, preparedness and response to Disasters and Emergencies;

c) "Agency" means the Lac Ste. Anne County Emergency Management Agency (EMA) established under this Bylaw;

d) "Chief Administrative Officer" or "CAO" means the person appointed by Council under Section 205 of the *Municipal Government Act* (MGA) to be the Chief Administrative Officer for the County;

e) "Committee" means the Lac Ste. Anne County Emergency Management Advisory Committee (EAC) established under this Bylaw;

f) "Council" means the Council of Lac Ste. Anne County;

g) "County" means Lac Ste. Anne County;

h) "Deputy Director of Emergency Management (DDEM)" means the person who has been appointed as the DDEM by Council;

i) "Director of Emergency Management (DEM)" means the person who has been appointed as DEM by Council;

j) "Disaster" shall have the same meaning given to it by the Act;

k) "Emergency" shall have the same meaning given to it by the Act;

l) "Emergency Management" means the development, coordination, and execution of plans, measures, and programs pertaining to prevention, mitigation, preparedness, response, and recovery before, during, and after an Emergency event;

m) "Local Authority" means a municipality which as a Council, pursuant to the MGA;

n) "Municipal Emergency Management Plan (MEMP)" means the plan prepared and maintained by the Agency to govern the emergency management program for the County;

o) "MGA" means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26;

p) "Minister" means the Minister charged with administration of the Act; and

q) "State of Local Emergency (SOLE)" means that a municipality is satisfied that an Emergency exists, or may exist relating to all or any part of the municipality.

EMERGENCY ADVISORY COMMITTEE

5. Emergency Advisory Committee

5.1 There is hereby established an Emergency Advisory Committee (Committee).

5.2 Council will, at the annual Council Organizational Meeting, appoint three (3) of its members to serve on the Committee with the DEM, and all other members of Council will serve as alternate members of the Committee.

5.3 The Committee shall appoint a member to sit as Chair.

5.4 The Committee shall meet a minimum of once annually and more frequently as required, and meetings may be called by any members at any time deemed necessary.

5.5 A quorum of the Committee shall be at least two (2) members, and the DEM or DDEM.

5.6 Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts' Rules of Order.

5.7 Where the Committee is unable to meet in a timely manner, the powers of the Committee may be exercised by the Reeve, the Deputy Reeve, or in absence of the Reeve and Deputy Reeve, by any two (2) members of Council.

5.8 Duties of the Committee shall be to:

a) Provide guidance and direction to the County's Emergency Management Agency,
b) Review and approve the County's Municipal Emergency Management Plan (MEMP) annually, and other related plans and programs on a regular basis,
c) Declare a State of Local Emergency (SOLE) when it is satisfied that an Emergency exists or may exist relating to all of any part of the County,
d) Terminate a SOLE when it is satisfied that an Emergency no longer exists relating to all or any part of the County,
e) Foster the development of relationships with other Local Authorities, businesses, industry, special interest groups, citizens, and the Provincial Government enabling the County's ability to respond to emergency situations, and
f) Advise Council on the status of the MEMP and other related plans and programs at least once annually.

EMERGENCY MANAGEMENT AGENCY

6. Emergency Management Agency

6.1 There is hereby established an Emergency Management Agency (Agency).

6.2 The Agency is responsible for the development, maintenance, and administration of the County's MEMP, and other related programs as guided by the Committee, to address potential Emergencies or Disasters.

6.3 The Agency acts as the agent of the Local Authority to carry out all the powers and duties of the Local Authority under the Act, except the powers and duties delegated by this Bylaw to the Committee.

6.4 The Agency shall:

a) Provide updates to the Committee, at a minimum of annually, or more frequently if directed to do so by the Committee,
b) Use the command, control, and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency, and
c) Indicate, if the Agency is acting as the agent of more than one Local Authority, which Local Authority the Agency is acting as an agent for.

6.5 The Agency may consist of:
   a) The Director of Emergency Management (DEM),
   b) The Deputy Director of Emergency Management (DDEM),
   c) The CAO, or designate,
   d) The Alberta Emergency Alert Authorized User(s),
   e) The Command Staff,
   f) Any and all Section Chiefs,
   g) The Emergency Social Services Branch Director, and
   h) Any other employee of the County the DEM considers would be of assistance.

6.6 In addition to the members appointed pursuant to Section 6.5, the DEM may invite members of external organizations to nominate representatives to serve as members of the Agency, including, but not limited to, the following:
   a) Representatives from adjacent municipalities which have entered into municipal aid agreements with the County,
   b) Alberta Emergency Management Agency Area Field Officer(s),
   c) Alberta Health Services,
   d) R.C.M.P. local Detachment,
   e) Representatives from utility providers,
   f) Representatives from local industry or industrial associations,
   g) Representatives from Alberta Environment and Protected Areas,
   h) Representatives from Alberta Assisted Living and Social Services,
   i) Canadian National Railway, and
   j) Anybody else who might serve a useful purpose in the preparation or implementation of the MEMP.

DIRECTOR OF EMERGENCY MANAGEMENT

7.0 Director of Emergency Management (DEM)

7.1 As appointed by Council, the Director of Emergency Management (DEM), is responsible to plan and lead the responses to Disasters and Emergencies, and is to ensure Council members and staff become familiar with Emergency procedures.

7.2 As appointed by Council, the Deputy Director of Emergency Management (DDEM), is to assist the DEM in planning and leading the responses to Disasters and Emergencies, and is to ensure Council members and staff become familiar with Emergency procedures.

7.3 If the DEM is absent, the DDEM is responsible to undertake the duties of the DEM.

DECLARATION OF A STATE OF LOCAL EMERGENCY

8. Declaration of a State of Local Emergency (SOLE)

8.1 The power to declare, renew, or terminate, a State of Local Emergency (SOLE), is hereby delegated to the Committee.

8.2 The Committee may, at any time when it is satisfied that an Emergency exists, or may exist, declare, or renew a SOLE.

8.3 When a SOLE is declared, the Committee shall:
   a) Ensure that the SOLE identifies the nature of the emergency and the area(s) of the County in which it exists.
   b) Which powers referred to in Section 24(1)(b) of the Act the Local Authority anticipates exercising during the SOLE.
   c) Immediately cause the details of the SOLE to be published by any means of communication considered most likely to notify the population of the area of the County affected.
   d) Forward a copy of the declaration to the Minister forthwith.
   e) Advise all members of Council of the declared SOLE.

TERMINATION OF A STATE OF LOCAL EMERGENCY

9. Termination of a State of Local Emergency (SOLE)

9.1 A declaration of SOLE is considered terminated and ceases to be of any force or effect when, in the opinion of the Committee, an Emergency no longer exists in relation to which the SOLE was made, the Committee shall terminate.

9.2 A declaration of SOLE is considered terminated after a period of seven (7) days has lapsed without reapplication for a SOLE.

9.3 A declaration of SOLE is considered terminated when the Lieutenant Governor in Council makes an order for a state of emergency under the Act relating to the same area.

9.4 A declaration of SOLE is considered terminated when the Minister cancels the SOLE.

9.5 When a declaration of SOLE has been terminated, the Committee shall cause the details of the termination to be published immediately by any means of communication considered most likely to

notify the population of the area of the County affected.

9.6 The Local Authority shall notify the Minister forthwith after the termination of a SOLE.

FINANCIAL

10. Financial

10.1 In accordance with the Act, Council may, by bylaw which does not require advertising, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Agency.

10.2 Council may, after the SOLE, by a bylaw which does not require advertising but that is approved by the Minister responsible for the MGA, borrow any money necessary to pay expenses caused by the Emergency. This may include payment for services provided by the Provincial or Federal Government when the services were provided at the request of the County.

10.3 Council may enter into agreements with, and make payments or grants, or both, to persons, or organizations, for the provisions of services in the development and implementation of the MEMP and related programs.

10.4 Council may, in accordance with the Act and this Bylaw, expend all sums required for the response to, and recovery from, an Emergency event.

10.5 In the event of an Emergency or a Disaster, the Alberta Government may provide financial assistance to individuals, small businesses (including farming operations, no-for-profit organizations, Local Authorities, and government departments), after the County applies for relief on behalf of the Local Authority and / or their residents, and if the program is approved.

PROTECTION FROM LIABILITY

11. Protection from Liability

11.1 No action lies against the Committee, the Agency, or any member of the Committee or Agency, or any person acting under the Committee's or Agency's direction or authorization for anything done, or omitted to be done, in good faith while carrying out a power or duty under the Act, the Regulation or this Bylaw.

SEVERABILITY

12. Severability

12.1 Every Provision of this Bylaw is independent of all other provisions, and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

EFFECTIVE DATE

13. Effective Date

13.1 Bylaw 35-2019 and subsequent amendments hereto are hereby rescinded.

13.2 This Bylaw comes into force upon third and final reading.

READ A FIRST TIME this 20th day of August, 2026.

READ A SECOND TIME this 24 day of Sept., 2026.

READ A THIRD AND FINAL TIME this 24 day of Sept., 2026.

REEVE

CHIEF ADMINISTRATIVE OFFICER