



**AGENDA**  
**Special Council Meeting**  
9:00 AM - Friday, February 26, 2021  
Council Chambers, 5303 - 50 Ave.,  
Lamont, AB

Page

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. BYLAWS

- 3.1. Regional Emergency Management Bylaw 827.21

2 - 29

**Recommendation:**

**THAT** Lamont County Council give First Reading to Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

**THAT** Lamont County Council give Second Reading to Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

**THAT** all Council present give unanimous consent for a Third and Final Reading of Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

**THAT** Lamont County Council give Third and Final Reading to Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

**THAT** Lamont County Council approve the Lamont Regional Emergency Management Partnership Agreement for a 10 year term ending March 1, 2031 as presented in Attachment 3.

[Request For Decision - RFD-21-042 - Pdf](#)

4. CLOSED SESSION
  - 4.1. Aggregate Levy - Disclosure harmful to the business interests of a third party - Section 16, *FOIP*
  - 4.2. Labour - Disclosure harmful to personal privacy - Section 17, *FOIP*
5. ADJOURNMENT

# REQUEST FOR DECISION



**Meeting Date:** February 26, 2021  
**Staff Contact:** Shayne Milliken, Regional Fire Chief  
**Department:** Emergency Services

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**Subject: Regional Emergency Management Bylaw 827.21**

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**Recommendation(s):**

**THAT** Lamont County Council give First Reading to Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

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**THAT** Lamont County Council give Third and Final Reading to Bylaw 827.21, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County.

**THAT** Lamont County Council approve the Lamont Regional Emergency Management Partnership Agreement for a 10 year term ending March 1, 2031 as presented in Attachment 3.

**Purpose:**

For Council to consider adopting the Regional Emergency Management Bylaw, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership in Lamont County and to do so with the Town of Lamont, Town of Mundare, Village of Andrew and Village of Chipman.

**Background Information:**

In 2018, Lamont County Council directed Administration to explore options to establish a joint emergency management partnership with the urban municipalities within Lamont County.

Significant work was undertaken to complete this task which led to the development of the Lamont Regional Emergency Management Partnership with the Towns of Lamont and Mundare, and the Villages of Andrew and Chipman. In November 2019, Lamont County Council adopted a "Regional Emergency Management Bylaw." Partner municipalities also adopted an identical bylaw in the weeks & months that followed.

For the partnership to function as intended, a Ministerial Order from Municipal Affairs was required prior to the partnership formally commencing. In March 2020, this formal request was sent to the Minister's office. In June 2020, the Minister sent correspondence indicating that approval was not granted on the basis of certain clarity issues within the documents presented. Following this correspondence, work immediately began to engage with several stakeholders to begin corrective action.

In November 2020, a preliminary review of all revised documents took place at the Provincial level and it is the understanding of all involved that the documents now represent a clear intent for our partnership to move forward. In December 2020 revised bylaw & partnership documents were distributed to the urban municipalities for review. In January 2021 all municipalities have indicated their support for the revised documents and the intent of the partnership.

#### **Financial Impact:**

The basis for this partnership is that assisting parties (Municipalities) will recoup any emergency/disaster-related expenses on a cost-recovery basis from the requesting party.

There is a minimal operating budget impact for the first year of the Partnership. All municipalities, including Lamont County, are committed to a \$500 contribution to front-load the partnership. This amount will cover the beginning stages of the Regional Emergency Management Plan and small consumable items. Operating budget impacts in future years will be submitted through the budget process established by the Regional Emergency Advisory Committee and will fall in line with Lamont County's primary budget submission cycle.

Further to this, Administration has presented an amendment to the Committee Terms of Reference that will require unanimous consent of all partner municipalities for all routine financial matters to ensure the principle of equity is maintained.

#### **Previous Council / Committee Directions:**

**5.3 Request for Decision**

**Regional Emergency Management**

19-368.ANAKA: that Lamont County Council give 1<sup>st</sup> reading to Bylaw 803.19, a Regional Municipal Emergency Management Bylaw.

CARRIED

19-369.WARAWA: that Lamont County Council give 2<sup>nd</sup> reading for Bylaw 803.19, a Regional Municipal Emergency Management Bylaw.

CARRIED

19-370.WOLDANSKI: that Lamont County Council agree to proceed to 3<sup>rd</sup> reading for Bylaw 803.19, a Regional Municipal Emergency Management Bylaw.

CARRIED UNANIMOUSLY

19-371.WARAWA: that Lamont County Council give 3<sup>rd</sup> and final reading for Bylaw 803.19, a Regional Municipal Emergency Management Bylaw.

CARRIED

19-372.WOITAS: that Lamont County Council authorizes the Reeve and Chief Administrative Officer to sign and execute the Regional Emergency Management Partnership Agreement.

CARRIED

**Relevant Government Documents:**

[Emergency Management Act](#)

[Local Authority Emergency Management Regulation](#)

**Attachments:**

[Attachment 1: 827.21Regional Emergency Management Bylaw Lamont County](#)

[Attachment 2: Regional Emergency Management Committee TOR 2021 Revised](#)

[Attachment 3: Lamont Regional Emergency Management Partnership Agreement](#)

[Attachment 4: Summary of Key Changes to Regional EM Documents](#)

Johnathan Strathdee, Legislative Services Officer

Approved  
- 24 Feb  
2021

Stephen Hill, CAO

Approved  
- 24 Feb  
2021

**LAMONT COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**Bylaw 827.21– Regional Emergency Management Bylaw**

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A BYLAW OF LAMONT COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: THE LAMONT REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP, A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY IN LAMONT COUNTY.

**WHEREAS**, the Municipal Government Act R.S.A. 2000, Chapter M-26 and amendments thereto provides that a council of a municipality may pass by-laws respecting the safety, health and welfare of people and the protection of people and property and for services provided by or on behalf of the municipality;

**AND WHEREAS**, Pursuant to the Emergency Management Act, R.S.A. 2000 c E-6.8 (the “Act”), Lamont County Council is responsible for the direction and control of its emergency response and is required, under the Act to appoint a Municipal Emergency Advisory Committee and to advise on the development of emergency plans and programs;

**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 Lamont County to such a degree that local resources would be inadequate to cope with the situation independently;

**AND WHEREAS** a local authority may delegate some or all the local authority’s powers or duties under the Emergency Management Act of Alberta;

**AND WHEREAS** Council wishes to enter a regional emergency management partnership with other municipalities within the geographical boundaries of Lamont County, the Towns of Lamont, Mundare, and Villages of Andrew and Chipman, for the purpose of integrated regional emergency management planning and operations. This partnership to be recognized as the Lamont Regional Emergency Management Partnership;

**AND WHEREAS** Council elects to delegate certain responsibilities to the Regional Emergency Advisory Committee and the Regional Emergency Management Agency.

**BE IT RESOLVED THAT** the Council of Lamont County in the Province of Alberta duly assembled enacts as follows:

1.0 **SECTION 1 – NAME OF BYLAW**

1.1 This Bylaw may be cited as the “Regional Emergency Management Bylaw”.

2.0 **SECTION 2 – DEFINITIONS**

In this Bylaw:

2.1 **“Act”** means the Emergency Management Act of Alberta, Chapter e\_6.8, Revised Statutes of Alberta 2000, c. E-6-8.

2.2 **“CAO”** means the Chief Administrative Officer of Lamont County, Alberta or their designate to implement the Bylaw.

2.3 **“Council”** means the duly elected municipal council of Lamont County in the Province of Alberta.

2.4 **“County”** means Lamont County.

2.5 **“Disaster”** means an event or occurrence that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property.

2.6 **“Emergency” or “Emergency Incident”** means an event that requires prompt coordination of actions or special regulation of person or property to protect the safety, health, or welfare of people or to limit damage to property and the environment.

- 2.7 **“Emergency Management”** means the development, coordination and execution of plans, measures and programs pertaining to mitigation, preparedness, response, and recovery before, during and after an emergency event.
- 2.8 **“Local Authority”** means, where a municipality has a council within the meaning of the Municipal Government Act, RSA 2000 c.M-26.
- 2.9 **“Lamont Region”** means the geographical area within the boundaries of Lamont County including the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County.
- 2.10 **“Lamont Regional Emergency Management Partnership”** is a partnership comprising the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County who have entered into a joint agreement for the purpose of organizing integrated regional emergency planning, training, assistance, and emergency operations programs.
- 2.11 **“Minister”** means the Minister charged with administration of the Act.
- 2.12 **“Parties”** means the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County.
- 2.13 **“Regional Director of Emergency Management (RDEM)”** means an individual appointed Regional Director of Emergency Management under this bylaw.
- 2.14 **“Regional Deputy Director of Emergency Management (RDDEM)”** means an individual appointed Regional Deputy Director of Emergency Management under this bylaw.
- 2.15 **“Regional Emergency Advisory Committee”** means a regional committee comprised of one (1) elected official, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership as established by agreement between and the bylaws of the partners.
- 2.16 **“Regional Emergency Management Agency”** means a regional emergency management agency established by the partnering municipalities of the Lamont Regional Emergency Management Partnership as established by agreement between and the bylaws of the respective municipal councils of the Parties hereto.
- 2.17 **“Regional Emergency Management Plan”** means the Regional Emergency Management Plan prepared by the Lamont Regional Emergency Management Agency to coordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property and environment.
- 2.18 **“Regional Emergency Coordination Centre” (RECC)** means the location that functions as a point of coordination, addressing the needs of the municipality and/or the Lamont Region as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites.

3.0 **SECTION 3 – REGIONAL EMERGENCY ADVISORY COMMITTEE**

- 3.1 Councils of the Lamont County Region agree through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Advisory Committee to advise all Councils on the development of regional emergency plans and programs.
  - 3.1.1 A minimum of three (3) voting members shall constitute quorum.
  - 3.1.2 The members will elect from the membership a Chairperson and Vice-Chairperson.
- 3.2 The Regional Emergency Advisory Committee shall consist of a municipal Councillor appointed by each of the “Parties”, with each municipality appointing one primary member, each of whom shall have one vote regarding any matter coming before the committee.
- 3.3 Each municipality shall also appoint an alternate member of the local authority to the committee who shall be permitted to vote in the absence or in place of the primary member.
- 3.4 The Committee shall:
  - 3.4.1 Meet a minimum once annually, or as any emergent or immediate need arises.
  - 3.4.2 Be delegated the authority to:
    - 3.4.2.1 Develop and approve policies concerning emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Management Partnership and the Regional Emergency Management Agency.
    - 3.4.2.2 Approve the Regional Emergency Management plan.
    - 3.4.2.3 Declare, renew and/or terminate a State of Local Emergency as per Section 7 of this bylaw.
    - 3.4.2.4 Appoint the Regional Director of Emergency Management and Regional Deputy Director of Emergency Management by resolution of the committee.
  - 3.4.3 Provide guidance and direction to the Regional Emergency Management Agency.
  - 3.4.4 Review the Regional Emergency Management Plan and related plans and programs at a minimum of an annual basis.
  - 3.4.5 Advise all Councils, duly assembled, on the status of the Regional Emergency Plan and related plans and programs at least once annually.
- 3.5 The Chairperson or Vice-Chairperson may call a special meeting of the Regional Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.
  - 3.5.1 In the absence of the Chairperson or Vice-Chairperson, any one (1) member of the Regional Emergency Advisory Committee may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.
- 3.6 The member that calls a special meeting per line 3.5 shall give at least one (1) hour notice of said meeting to all members of the Regional Emergency Advisory Committee by phone, cellular phone, email, text message or in person. Notification must include

the reason for the special meeting, date, time, and meeting method (physical and/or virtual). If a physical meeting is called, the location must be included in the notification.

- 3.7 Those members of the Regional Emergency Advisory Committee in attendance at a special meeting of the Regional Emergency Advisory Committee will constitute quorum.
  - 3.7.1 Notwithstanding, if the special meeting requires a decision be made regarding the declaration, termination, or renewal of a State of Local Emergency then a minimum of two (2) members of the Regional Emergency Advisory Committee must be present as per section 7.2 of this Bylaw.

#### **4.0 SECTION 4 – REGIONAL EMERGENCY MANAGEMENT AGENCY**

- 4.1 Councils agree, through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the Councils of the Parties to carry out its statutory powers and obligations under the Act.
- 4.2 The Regional Emergency Management Agency is hereby established.
- 4.3 The Regional Emergency Management Agency, through the Lamont Regional Emergency Management Partnership, will administer and deliver programs related to Emergency Management.
- 4.4 The Regional Emergency Management Agency membership shall consist of one (1) permanent member from each Partnering Municipality, who shall be the Chief Administrative Officer or designate, in addition to the Regional Director of Emergency Management and Regional Deputy Director of Emergency Management.
- 4.5 The Regional Emergency Management Agency may have representation from the following entities as deemed necessary by the Regional Director of Emergency Management:
  - a. Public Works designate(s) from any of the Parties
  - b. Emergency Social Services
  - c. Agriculture Services
  - d. RCMP
  - e. Alberta Health Services EMS and/or the local contracted EMS provider
  - f. Lamont County Emergency Services & Protective Services
  - g. Alberta Health Services
  - h. Lamont Health Care Center
  - i. Local individuals, companies, associations, organizations, or other entities with specialties that will benefit the Agency during an emergency and in preparation of the Municipal Emergency Plan.
- 4.6 The Regional Emergency Management Agency shall:
  - 4.6.1 Meet at a minimum of once annually.
  - 4.6.2 Be charged with the responsibility of administering the local authority's emergency management program. This includes guiding the creation, implementation and evaluation of regional emergency plans and programs for the Lamont Regional Emergency Management Partnership.
  - 4.6.3 Ensure someone is designated to discharge the responsibilities specified in this section.
  - 4.6.4 Utilize the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
  - 4.6.5 Ensure that the Lamont Regional Emergency Management Plan is reviewed and updated at least once per year and brought to the Regional Emergency Advisory Committee for their review.

**5.0 SECTION 5 - REGIONAL DIRECTOR OF EMERGENCY MANAGEMENT**

- 5.1 The Regional Director of Emergency Management shall:
- 5.1.1 Act as Chair of the Regional Emergency Management Agency.
  - 5.1.2 Act as the Director of the Regional Emergency Coordination Centre or ensure that someone is designated under the Lamont Regional Emergency Management Plan to so act, on behalf of the Lamont Regional Emergency Management Agency.
  - 5.1.3 Prepare and coordinate the Emergency Management plans and programs for all Parties as required by the Act.
  - 5.1.4 Coordinate all emergency services and other resources used in an emergency.
  - 5.1.5 Ensure staff of the organization and members of the Regional Emergency Advisory Committee and the Regional Emergency Management Agency are made aware of the Lamont Regional Emergency Management Plan and as required ensure training is done to maintain effectiveness in the event of an emergency.
  - 5.1.6 Recommend a Regional Deputy Director of Emergency Management to the Regional Emergency Advisory Committee for appointment.
  - 5.1.7 Perform other duties and prescribed by local authorities.

**6.0 SECTION 6 - COUNCIL**

- 6.1 Council shall:
- 6.1.1 By resolution, appoint one (1) of its members to the Regional Emergency Advisory Committee.
  - 6.1.2 Appoint one (1) alternate member to the Regional Emergency Advisory Committee.
  - 6.1.3 Provide for payment of expenses of the members of the Regional Emergency Advisory Committee in accordance with remuneration policy or bylaw, as amended from time to time.
  - 6.1.4 Ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Lamont Region.
  - 6.1.5 Review the status of the Regional Emergency Management Plan and related plans and programs at least once a year.
- 6.2 Council may:
- 6.2.1 By bylaw, borrow, levy, appropriate and expend, without consent of the electors, all sums required for the operation of the Regional Emergency Management Agency.
  - 6.2.2 By bylaw, borrow, levy, appropriate and expend, without consent of the electors, all sums required for its share of the operations of the Regional Emergency Management Agency; and
  - 6.2.3 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.

**7.0 SECTION 7 – DECLARATION OF A STATE OF LOCAL EMERGENCY**

- 7.1 Under the advisement of the Regional Director of Emergency Management or their designate, the Committee may at any time when it is satisfied that an emergency exists or may exist make a declaration of a State of Local Emergency.
- 7.2 The authority to declare, terminate or renew a State of Local Emergency, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to any two (2) members of the Regional Emergency Advisory Committee.
- 7.3 When a State of Local Emergency is declared the Regional Emergency Advisory Committee shall:
  - 7.3.1 Ensure that the declaration identifies the nature of the emergency and the area of the Region in which it exists.
  - 7.3.2 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.
  - 7.3.3 Forward a copy of the declaration to the Minister forthwith.
- 7.4 Subject to Section 7.3, when the Regional Emergency Advisory Committee has declared a State of Local Emergency, that Committee may, for the duration of that State of Local Emergency, do all acts and take all necessary proceedings including any combination of the following:
  - 7.4.1 Cause the Lamont Regional Emergency Management Plan or any related plans or programs to be put into operation.
  - 7.4.2 Acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster.
  - 7.4.3 Authorize or require any qualified person to render aid of a type the person is qualified to provide.
  - 7.4.4 Control or prohibit travel to or from any area of the area or region identified within the State of Local Emergency.
  - 7.4.5 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 Lamont Region.
  - 7.4.6 Cause the evacuation of persons and the removal of livestock and personal property from any area of the Lamont Region 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.
  - 7.4.7 Authorize the entry into any building or on any land, without warrant, by any person while implementing an emergency plan or program.
  - 7.4.8 Cause the demolition or removal of any trees, structures, or crops if the demolition or removal is necessary or appropriate to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress.
  - 7.4.9 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 area or region identified within the State of Local Emergency for the duration of the State of Local Emergency.

- 7.4.10 Authorize the conscription of persons needed to meet an emergency.
- 7.4.11 Authorize any persons at any time to exercise, in the operation of the Lamont Regional Emergency Management Plan and related plans or programs, any power specified in section 7.4 in relation to any part of the municipality affected by a declaration of a State of Local Emergency.
- 7.5 No action lies against the Parties or a person acting under the Lamont Region'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.
- 7.6 In accordance with Section 535(2) of the *Municipal Government Act*, RSA 2000, c.M-26, Councillors, council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under the *Municipal Government Act* or any other enactment
- 7.7 When, in the opinion of the Regional Emergency Advisory Committee an emergency no longer exists in relation to which the declaration was made, that Committee shall terminate the declaration.
- 7.8 A declaration of a State of Local Emergency is considered terminated and ceases to be of any force or effect when:
  - 7.8.1 A resolution is passed under Section 7.7 (Section 23 of the *Emergency Management Act*).
  - 7.8.2 A period of seven (7) days has lapsed, or ninety (90) days has lapsed in the case of a Pandemic, since it was declared, unless it is renewed by resolution.
  - 7.8.3 The Minister cancels the State of Local Emergency.
- 7.9 When a declaration of a State of Local Emergency has been terminated, the Regional Emergency Advisory Committee 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.

**8.0 SECTION 8 – EMERGENCY MUTUAL AID AGREEMENTS**

- 8.1 The Regional Emergency Advisory Committee is delegated the authority to enter into Emergency Management Mutual Aid Agreements with another regional entity or any single municipality. The decision for the Committee to enter into a mutual aid agreement must be made by unanimous vote of all partners. The partners shall be permitted to vote in person or through fax, or digitally via email.

**9.0 SECTION 9 – SEVERABILITY**

- 9.1 Should any section or part of this Bylaw be found to have been improperly enacted or ultra vires, for any reason, then such section or part shall be regarded as being severable from the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

**10.0 SECTION 10 – PENALTIES**

- 10.1 Any person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do so or who refrains from doing anything required to be done by the provisions of this Bylaw, or who does any act or thing or omits any act of thing, thus violating any provision of this Bylaw, shall be deemed to be guilty of an offence under this Bylaw, and upon conviction, is liable to a fine of not less than \$200.00 and not more than \$5000.00 plus costs.

10.2 Notwithstanding, the Act, Paragraph 17 “Offences”, outlines additional penalties that can be issued for failing to adhere to the provisions provided for in the Act.

11.0 **SECTION 11 – MISCELLANEOUS**

11.1 Bylaw 818.20 is hereby repealed upon receipt of the Ministerial Order that makes this Bylaw enforceable.

11.2 Bylaw 803.19 is hereby repealed upon receipt of the Ministerial Order that makes this Bylaw enforceable.

RECEIVED FIRST READING THIS \_\_\_ DAY OF  
\_\_\_\_\_, A.D. 2021 IN THE COUNTY OF LAMONT,  
IN THE PROVINCE OF ALBERTA

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

RECEIVED SECOND READING THIS \_\_\_ DAY OF  
\_\_\_\_\_, A.D. 2021 IN THE COUNTY OF LAMONT,  
IN THE PROVINCE OF ALBERTA

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

RECEIVED THIRD READING THIS \_\_\_ DAY OF  
\_\_\_\_\_, A.D. 2021 IN THE COUNTY OF LAMONT,  
IN THE PROVINCE OF ALBERTA

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

Terms of Reference  
***Lamont Regional Emergency Management Advisory Committee***

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**1. ORGANIZATION NAME**

**1.1.** The Lamont Regional Emergency Management Advisory Committee; hereinafter referred to as the "Regional Committee."

**2. AUTHORITY**

**2.1.** The Regional Committee is established pursuant to:

**2.1.1.** The Emergency Management Act, RSA 2000, Chapter E-6.8; and

**2.1.2.** The Lamont Regional Emergency Management Partnership Agreement; and

**2.1.3.** Each of the partnering municipality's Emergency Management Bylaw; and

**2.1.4.** Ministerial Order, Order in Council \_\_\_\_\_.

**3. PURPOSE/MANDATE**

**3.1.** The purpose/mandate of the Regional Committee is to review and approve plans and programs of the Lamont Regional Emergency Management Agency.

**3.2.** The Regional Committee is delegated the authority to develop and approve policies relating to emergency preparedness, mitigation, response, recovery, and the operation of the Lamont Regional Partnership Emergency Management Program.

**3.3.** The Regional Committee will convene for the purposes of supporting the implementation of a State of Local Emergency (SOLE) for any one (1) or more regions within the Partner municipalities.

**3.4.** As the Regional Committee will contain council members from each municipality, each participating council member is responsible for presenting to their elected council the annual report of the Lamont Regional Emergency Management Agency.

**3.5.** The council member will, when required, present Lamont Regional Emergency Management Advisory Committee recommendations to their respective municipal council for consideration.

**4. REGIONAL COMMITTEE MEMBERSHIP**

**4.1.** The Regional Committee membership shall be comprised of one (1) member of Council from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership.

**4.2.** Members will be appointed on an annual basis.

**5. CHAIRPERSON**

**5.1.** At the first meeting of the Regional Committee, a rotation of Chairperson and Vice-Chairperson shall be presented and adopted.

**6. QUORUM & MEETINGS**

**6.1.** Each of the five partner municipalities has one vote, however, a minimum of three (3) voting members shall constitute a quorum. All decisions are a majority vote.

**6.1.1.** Notwithstanding, all decisions related to non-emergency financial matters, including the adoption of funding formulas, financial contributions from Municipalities, and the adoption of the proposed annual operating budget of the

Agency must have the unanimous approval of all partner Municipality representatives.

- 6.1.2. Where unanimous approval is not obtained in the above clause, an independent third-party arbitrator may be used to have the committee reach a decision.
- 6.1.3. The costs associated with the arbitration process will be the sole responsibility of the disagreeing partner Municipality(ies).

6.2. The Regional Committee will meet a minimum of once per year but may meet more frequently at the call of the Chairperson or Vice-Chairperson.

**7. BUDGETS & STAFF/ADMINISTRATIVE SUPPORT**

7.1. Annually, the Lamont Regional Emergency Management Agency shall prepare a report and operating budget, which shall be submitted (no later than August 30 to be included in municipal budgets) to the Lamont Regional Emergency Advisory Committee for approval. The operating budget and annual report shall then be forwarded on to each partnering municipality for approval.

**8. COMMUNICATION FROM THE REGIONAL COMMITTEE**

8.1. All formal communication will be through the Chairperson of the Regional Committee as the official spokesperson. It is the responsibility of the committee member to report back to their council.

**9. TERMS OF REFERENCE AMENDMENTS**

9.1. The Terms of Reference may be amended from time to time, by a majority vote, at a duly constituted Regional Committee meeting.

**10. APPROVAL/ADOPTION DATE**

10.1. The Lamont Regional Emergency Advisory Committee Terms of Reference approved this \_\_\_\_\_ Day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Mayor (Reeve)

\_\_\_\_\_  
Chief Administrative Officer

**LAMONT REGIONAL EMERGENCY MANAGEMENT  
PARTNERSHIP AGREEMENT**

THIS AGREEMENT MADE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

**BETWEEN:**

**LAMONT COUNTY**

-and-

**VILLAGE OF ANDREW**

-and-

**VILLAGE OF CHIPMAN**

-and-

**TOWN OF LAMONT**

-and-

**TOWN OF MUNDARE**

(collectively, the "Parties")

## Lamont Regional Emergency Management Partnership Agreement

### 1.0 INTRODUCTION

#### WHEREAS:

- 1.1 The Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County are local authorities situated within the Province of Alberta; and
- 1.2 A local authority may delegate some or all the local authority's powers or duties under the Emergency Management Act of Alberta; and
- 1.3 Each of the Parties desire to appoint a Regional Director of Emergency Management (RDEM) as head of Lamont Regional Emergency Management Agency pursuant to the provisions set out in the *Emergency Management Act R.S.A. 2000, c-E-6.8*; and
- 1.4 The Parties recognize that many local resources controlled by each of the Parties could be required by more than one (1) municipality to cope and mitigate a disaster or emergency affecting one (1) of more of the Parties; and
- 1.5 The Parties have agreed to adopt a Regional Emergency Management Plan and to develop a Regional Emergency Management Framework within the Lamont County Region; and
- 1.6 Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a local authority may delegate its powers and duties under the Act to a joint committee representing two(2) or more local authorities that is composed of one or more members appointed by each of the local authorities; and
- 1.7 The Minister responsible for the Act will be requested to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a "State of Local Emergency" for any of the Parties' respective jurisdictions.

**NOW THEREFORE** the Parties hereto agree as follows:

### 2.0 DEFINITIONS

In this Agreement, the following words and terms shall have the following meanings:

- 2.1 **Act** means The Emergency Management Act of Alberta, Chapter E-6.8, Revised Statutes of Alberta 2000, c. E-6-8.
- 2.2 **Assisting Party** means a Party to this Agreement providing aid, in the form of resources or services to another Party of this Agreement.
- 2.3 **Disaster** means an event that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property.

## Lamont Regional Emergency Management Partnership Agreement

- 2.4 **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 and the environment.
- 2.5 **Emergency Social Services (ESS)** means services including but not limited to Registration and Inquiry, Emergency Food Services, Emergency Lodging, Emergency Clothing and Emergency Personal Services.
- 2.6 **Local Authority** means, where a municipality has a Council within the meaning of the *Municipal Government Act*, RSA 2000 c.M-26.
- 2.7 **Minister** means the Minister charged with administration of the Act.
- 2.8 **Parties** means the Municipalities of Andrew, Chipman, Lamont, Mundare, and Lamont County.
- 2.9 **Regional Director of Emergency Management (RDEM)** means an individual appointed by resolution of the Regional Emergency Advisory Committee.
- 2.10 **Regional Emergency Advisory Committee** herein referred to as the Regional Committee; means a regional committee comprised of one (1) Councillor, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership, as established by this Agreement and the by-laws of the respective municipal Councils of the Parties hereto.
- 2.11 **Regional Emergency Management Agency (REMA)** means a regional agency as established by this Agreement and the by-laws of the respective municipal councils of the Parties hereto.
- 2.12 **Regional Emergency Management Plan (REMP)** means the Regional Emergency Management Plan prepared by the Lamont Regional Emergency Management Agency to co-ordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property, and environment.
- 2.13 **Regional Emergency Coordination Centre (RECC)** means the location that functions as a point of coordination, addressing the needs of the municipality and/or the Lamont Region as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites.
- 2.14 **Regional Framework for Emergency Management** means the Municipalities participating in this Agreement supporting and assisting each other when requested and when able to provide that support and assistance in the event of a major emergency or disaster.
- 2.15 **Requesting Party** means a Party to this Agreement requesting aid in the form of resources or services from another Party to this Agreement.

## **Lamont Regional Emergency Management Partnership Agreement**

- 2.16 **Lamont Region** means the geographical area within the boundaries of Lamont County including the Municipalities of Andrew, Chipman, Lamont, Mundare.
- 2.17 **Lamont Regional Emergency Management Partnership** is a partnership comprising the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance, and emergency operations programs.

### **3.0 REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE**

- 3.1 The Regional Emergency Management Advisory Committee, hereinafter referred to as the "Committee," shall consist of municipal Councillors appointed by each of the Parties, with each municipality appointing one (1) member, each of whom shall have one (1) vote regarding any matter coming before the Committee.
- 3.2 Each party shall also appoint at least one (1) alternate Council member to the Committee to attend and vote when the serving member is unable to do so.
- 3.3 The members of the Committee will elect from the membership a Chairperson and Vice-Chairperson.
- 3.4 Members will be appointed on an annual basis.
- 3.5 No member of Lamont Regional Emergency Management Partnership shall be permitted to withdraw from this Agreement during a declared "State of Local Emergency" or during any other disaster event.

### **4.0 REGIONAL EMERGENCY MANAGEMENT AGENCY (REMA)**

- 4.1 The municipal councils of each of the Parties to this Agreement have passed a bylaw to establish the Lamont Regional Emergency Management Agency (the "Agency").
- 4.2 The Agency is charged with keeping the Lamont Regional Emergency Management Plan current and operationally sound. The Lamont Regional Emergency Management Agency will:
- 4.2.1 work collaboratively with partnership communities, Alberta Emergency Management Agency and other government departments or agencies, as necessary to develop, implement, and maintain all emergency plans and programs for the Region;
  - 4.2.2 engage relevant stakeholders, such as business and industry, government agencies, and regulatory bodies to ensure emergency plans are aligned and integrate with stakeholder plans;
  - 4.2.3 support the coordination of training and exercises on the Lamont Regional Emergency Management Plan;

## **Lamont Regional Emergency Management Partnership Agreement**

- 4.2.4 ensure regional training and exercise documentation and records are maintained;
  - 4.2.5 plan, execute and review exercises to validate the Lamont Regional Emergency Management Plan;
  - 4.2.6 review the impact of incidents on the program;
  - 4.2.7 publish information, as necessary, on the Lamont Regional Emergency Management Plan with municipal departments and industrial and municipal neighbours;
  - 4.2.8 liaise with external agencies and surrounding municipalities who have a role in emergency response at regional facilities; and
  - 4.2.9 ensure the Lamont Regional Partnership has appropriate resources and equipment available.
- 4.3 It is recognized that the Regional Emergency Management Agency or parts of the Agency may be called upon from time to time to provide emergency response or services in areas outside of the Lamont Region. The Regional Agency will assess the current situation and a response to those incidents will:
- 4.3.1 Only be committed after an assessment of what resources can reasonably be made available without endangering the Lamont Region and its residents.
  - 4.3.2 Only be committed after ensuring that reasonable care will be provided to the staff being deployed; if the requesting organization cannot provide care for staff, resources will only be deployed once the Regional Agency has been able to arrange for reasonable care.
  - 4.3.3 Only be committed to upon receipt of a tasking or order number from the requesting agency.
  - 4.3.4 Each municipality shall be responsible for cost recovery with respect to resources supplied to the external requesting organization. Costs for those services will be billed according to the policy of each Municipality.
- 4.4 Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or disaster situation.
- 4.5 The Parties will always comply with the requirements of all applicable Federal, Provincial and Municipal legislation.
- 4.6 Each of the Parties agree to share emergency management related information.

## **Lamont Regional Emergency Management Partnership Agreement**

- 4.7 Each of the Parties will agree to implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
- 4.8 Each of the Parties will strive to utilize common communications systems and technologies.
- 4.9 This Agreement does not in any way amend or replace those agreements that may already be in existence or shall come into existence in the future between any of the Parties, as a whole or otherwise, with respect to the provision of firefighting or other services.

### **5.0 SHARED COST OF REGIONAL COLLABORATION**

- 5.1 The Lamont Regional Emergency Management Advisory Committee shall develop and adopt an annual operating budget to cover the costs and funding of Regional Emergency Management program as per the scope outlined in the attached Schedule "A".
- 5.2 The Parties to this Agreement agree to fund Lamont Regional Emergency Management Partnership emergency program in accordance with the funding formula enumerated in the attached Schedule "A".
- 5.3 The costs incurred by any Party to this Agreement in responding to an emergency or disaster in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

### **6.0 INSURANCE & INDEMNITY**

- 6.1 No action lies against the Party with jurisdiction or any Assisting Party or a person acting under that Parties direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Emergency Management Act* or the regulations during a "State of Local Emergency. "
- 6.2 A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the Assisting Party failing to act in good faith.
- 6.3 A Requesting Party agrees to save and hold harmless the Assisting Party, any of its departments, agencies, officers or employees from all cost, injury and damage occurred and from any other injury or damage to any person or property as a result of their actions in assisting the Requesting Party. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of action, court costs, expenses of litigation and reasonable legal fees.

## **Lamont Regional Emergency Management Partnership Agreement**

- 6.4 During the term of this Agreement, the Parties shall each, at their own respective cost and expense, maintain in full force and effect General Liability Insurance in an amount not less than five million dollars (\$5,000,000.00) per occurrence for personal injury and/or property damage and any other insurance that is mutually agreed to by the Parties and reasonably obtainable by both. Notwithstanding the foregoing, it is agreed that the policy limits do not define or limit a Party's liability to indemnify the other Party under this Section.
- 6.5 Each Party agrees to forward a copy of this Agreement to their municipal insurer and to be responsible for the costs of any increase in insurance premiums which may result.

### **7.0 TERM AND TERMINATION**

- 7.1 Any member of the Regional Emergency Advisory Committee may withdraw their membership from Lamont Regional Partnership and this Agreement, by providing all other Parties hereto with twelve (12) months advance written notice. The withdrawal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain with the partnership.
- 7.2 This Agreement shall come into force when it has been signed by all the Parties hereto, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of ten (10) years thereafter, or until such time as the Parties mutually agree otherwise (the "Term").
- 7.3 Twelve (12) months prior to the expiration of the Term of this Agreement the parties shall initiate the process to automatically renew this agreement for successive periods of ten (10) years and all the Terms of this Agreement shall remain in force.

### **8.0 GOVERNING LAW**

- 8.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta. The Parties hereby agree to the exclusive jurisdiction of the Courts of the Province of Alberta, and all courts competent to hear appeals therefrom, to hear any matter or thing relating to or arising from this Agreement.

### **9.0 SEVERABILITY**

- 9.1 If any one or more of the provisions contained in this Agreement should be invalid, illegal or unenforceable in any respect, the remaining provisions contained herein shall not in any way be affected or impaired thereby, unless, as a result of such determination, this Agreement would fail in its essential purpose.

### **10.0 NON-ASSIGNMENT**

- 10.1 No Party may assign its rights under this Agreement without the prior written consent of all the other Parties hereto.

**Lamont Regional Emergency Management Partnership Agreement**

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING PARTIES, BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

**Village of Andrew:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Village of Chipman:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Town of Mundare:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Town of Lamont:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Lamont County:**

\_\_\_\_\_  
**Reeve**

\_\_\_\_\_  
**Chief Administrative Officer**

## SUMMARY OF KEY CHANGES TO EMERGENCY MANAGEMENT PARTNERSHIP DOCUMENTS

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### General

- Original documents referenced both a “Regional Municipal Emergency Advisory Committee” and a “Regional Emergency Advisory Committee.” All references to the “Regional Municipal Emergency Advisory Committee” have been removed and only the latter is defined and referenced within the bylaw. **(Recommendation from AEMA)**
- The title of “Chairman” and “Vice-Chairman” has been changed to “Chairperson” & “Vice Chairperson.”
- Changes from “Responding Party” to “Assisting Party” to provide better clarity and be in line with the definitions.
- Added “Regional” to the “Director of Emergency Management” in all areas.
- General formatting changes and minor grammatical changes occurred.

### Emergency Management Bylaw

#### 3.4

**Original Wording:** (3.4.2) The Regional Emergency Advisory Committee is delegated to develop policies concerning to emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Partnership and the Regional Emergency Management Agency.

**Revised Wording:** (The Committee Shall...) Be delegated the authority to develop **and approve policies** concerning to emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Partnership and the Regional Emergency Management Agency.

**Rationale:** This is a key reason for requiring the ministerial order as the Committee will be permitted to develop and approve policies related to Emergency Management on behalf all municipalities.

### 3.5

**Original Wording:** The Regional Emergency Advisory Committee Chairman may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.

**Revised Wording:** Any one (1) member of the Regional Emergency Management Advisory Committee may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.

**Rationale:** This is a recommendation from AEMA and ensures that if the Chairperson is unavailable a special meeting can still be called promptly as each circumstance may dictate.

### 4.1

**Original Wording:** Councils agree through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the councils of the partners to carry out its statutory powers and obligations under the Act. This includes the power to declare, renew or terminate a State of Local Emergency as specified in Section 7 of this bylaw. The Agency will be responsible to guide the creation, implementation and evaluation of emergency plans and programs and to set direction for emergency preparedness and response for the Lamont Region.

**Revised Wording:** Councils agree, through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the Councils of the Parties to carry out its statutory powers and obligations under the Act. ~~(This includes the power to declare, renew or terminate a State of Local Emergency as specified in Section 7 of this bylaw. The Agency will be responsible to guide the creation, implementation and evaluation of emergency plans and programs and to set direction for emergency preparedness and response for the Lamont Region.)~~

**Rationale:** This is a recommendation from AEMA. The Emergency Management Agency does not have the power to declare a SOLE under this bylaw; this falls on the Committee. The creation, implementation and evaluation of emergency plans and programs is covered in section 4.6.

### 4.5

**Original Wording:** The original listing of representatives has titles of specific organizational contacts.

**Revised Wording:** Titles have been removed and a focus on organizations is brought to the forefront. Additionally, "Family and Community Support Services" has been replaced with "Emergency Social Services."

**Rationale:** This simplifies the listing of stakeholders. The FCSS to ESS change was a recommendation from AEMA and is because FCSS funding can not be used for ESS activities.

## 4.6

**Original Wording:** (4.6.4) The Regional Emergency Management Agency shall utilize the Incident Command System for command, control and coordination for all operational situations effecting the jurisdictions of the Parties.

**Revised Wording:** (4.6.4) (...Agency Shall) Implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency

**Rationale:** This exact wording is required by the LAEMR.

## 5.1

**Original Wording:** (...Shall) Be appointed by Regional Emergency Advisory Committee, ratified by resolution by partner Councils

**Revised Wording:** Be appointed by Regional Emergency Management Advisory Committee. (~~Ratified by resolution by partner Councils~~)

**Rationale:** The Committee, through the Ministerial Order, will have the ability to do this with the Council representatives in place.

## 5.3

**Original Wording:** (...Shall) Act as the Director of the Regional Municipal Emergency Coordination Centre;

**Revised Wording:** Act as the Director of the Regional Emergency Coordination Centre or ensure that someone is designated under the Lamont Regional Emergency Management Plan to so act, on behalf of the Lamont Regional Emergency Management Agency.

**Rationale:** The Committee, through the Ministerial Order, will have the ability to do this with the Council representatives in place.

## 5.4

**Original Wording:** (...Shall) Assist in the preparation and coordination of the Lamont Regional Emergency Management Plan and prepare and coordinated related plans and programs for Lamont County as required by the Act;

**Revised Wording:** (...Shall) Assist in the preparation and coordination of the Lamont Regional Emergency Management Plan and prepare and coordinated related plans and programs for **all Parties** as required by the Act.

**Rationale:** Lamont County is a separate municipality and therefore the reference here needs to include all parties.

## Other Section 5 Changes

- Changed the responsibility of reviewing the LREMP annually from the RDEM to the Agency (**Item 4.6.5**) as per AEMA.

### 7.1

**Original Wording:** The power to declare, terminate or renew a State of Local Emergency under the Act, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to the Regional Emergency Advisory Committee. This committee may, at any times when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of the State of Local Emergency.

**Revised Wording:** The power to declare, terminate or renew a State of Local Emergency under the Act, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to the Regional Emergency Management Advisory Committee. **Under the advisement of the Regional Director of Emergency Management, or his/her designate,** the Committee may at any time when it is satisfied that an emergency exists or may exist make a declaration of a State of Local Emergency.

**Rationale:** Recommended by AEMA to ensure the power to declare a SOLE remains with elected officials under advisement from the RDEM.

### 7.2

**Original Wording:** In the event of an emergency entirely within the boundaries of and affecting the Lamont Region and the Regional Emergency Advisory Committee cannot be reached or in the event of an emergency impacting more than one municipality within the Lamont Region, the authority and power to declare or renew a State of Local Emergency under the Act; the authority and powers specified in Section 7.4 of this Bylaw; and the requirements specified in Section 7.3 of this Bylaw are hereby delegated to any two (2) or more members of the Regional Emergency Advisory Committee. The 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 for the entire area affected. Whenever possible this resolution should be made by at least one member or alternate from each municipality affected. If “resolution” is not possible the two members can provide signed agreement via Fax or scanned email.

**Revised Wording:** **In the event of an emergency affecting any of the Parties, the authority to declare, and the powers provided by, a State of Local Emergency are hereby delegated to any two (2) members of the Regional Emergency Management Advisory Committee.**

**Rationale:** The original wording was confusing and duplicated in other areas of the bylaw. The quorum requirements are also meant to be flexible here to not unnecessarily delay a SOLE declaration.

## 7.4

**Original Wording:** (7.4.4) Control or prohibit travel to or from any area of the Lamont Region;

**Revised Wording:** Control or prohibit travel to or from any area of the area or region identified within the State of Local Emergency.

**Rationale:** The powers that come with the SOLE are specific to the region impacted by the SOLE.

## Emergency Management Partnership MOU

### 1.7

**Original Wording:** The Minister responsible for the Act will be request to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a “Local or Regional State of Emergency.”

**Revised Wording:** The Minister responsible for the Act will be requested to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a “State of Local Emergency” for any of the Parties’ respective jurisdictions.

**Rationale:** There is no such reference to a “Local or Regional State of Emergency” in the EMA. There is only a State of Emergency (Provincial) and a State of Local Emergency. **References to the “Local or Regional State of Emergency” elsewhere in this agreement have also been changed to reflect the above.**

### 4.0

**Original Wording:** *Missing header*

**Revised Wording:** Added header for “Regional Emergency Management Agency”

### 4.4

**Original Wording:** Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or assisting in a Regional Emergency Coordination Centre.

**Revised Wording:** Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or disaster situation.

**Rationale:** A Regional Emergency Coordination Centre may not be in place for an emergency or disaster that requires this partnership to be activated.

#### 4.7

**Original Wording:** Each of the Parties will agree to implement the concepts and principles of Incident Command Systems and strive to utilize common communications systems and technologies.

**Revised Wording:** Each of the Parties will agree to implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency and strive to utilize common communications systems and technologies.

**Rationale:** This specific wording (highlighted) is required by the LAEMR.

#### 5.2

**Original Wording:** The costs incurred by any Party to this Agreement in responding to a State of Local Emergency in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

**Revised Wording:** The costs incurred by any Party to this Agreement in responding to an emergency or disaster in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

**Rationale:** A State of Local Emergency may not be in place for an emergency or disaster that requires this partnership to be activated.

#### 6.2

**Original Wording:** A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the gross negligence of the responding party.

**Revised Wording:** A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the Assisting Party failing to act in good faith.

**Rationale:** AEMA recommendation to add the highlighted terminology as this corresponds to the EMA.

## Emergency Management Partnership Terms of Reference

### 4.1

**Original Wording:** The Regional Committee membership shall be comprised of one (1) member of Council, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership. Members will be appointed on an annual basis. Other non-voting members who may participate in an advisory capacity include:

1. Other representatives responsible for administering the regional program
2. Other municipal administration members, such as CAOs.

**Revised Wording:** The Regional Committee membership shall be comprised of one (1) member of Council, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership. Members will be appointed on an annual basis. ~~Other non-voting members who may participate in an advisory capacity include:~~

- ~~1. Other representatives responsible for administering the regional program~~
- ~~2. Other municipal administration members, such as CAOs.~~

**Rationale:** As per AEMA, only elected officials can be members of the committee. All others would be invited delegations and should not be referenced in the TOR.