Village of Beiseker
Bylaw 2026-18 Emergency Management
to Repeal Bylaw 2020-03

A Bylaw of Village of Beiseker, in the Province of Alberta, to provide for emergency management functions in accordance with the *Municipal Government Act*, the *Emergency Management Act*, and the *Local Authority Emergency Management Regulation*.

WHEREAS Council may pass Bylaws under the *Municipal Government Act* respecting the safety, health, and welfare of people and the protection of people and property;

AND WHEREAS Council is required under the *Emergency Management Act* and *Local Authority Emergency Management Regulation* to establish an Emergency Advisory Committee, Emergency Management Agency, and the position of Director of Emergency Management by Bylaw;

AND WHEREAS Village of Beiseker is responsible under the *Emergency Management Act* for the direction of control of its municipal emergency response and the approval of its municipal emergency management plans and programs;

NOW THEREFORE the Council of Village of Beiseker enacts as follows:

Title

1 This Bylaw may be cited as the *Emergency Management Bylaw*.

Purpose

2 The purpose of this Bylaw is to establish Village of Beiseker's emergency management governance framework in accordance with the *Municipal Government Act, Emergency Management Act,* and *the Local Authority Emergency Management Regulation*.

3 This Bylaw establishes Village of Beiseker's:

(1) Emergency Advisory Committee;

(2) Emergency Management Agency;

(3) position of Director of Emergency Management;

(4) position of Deputy Director(s) of Emergency Management; and

(5) procedures for declaring, renewing, and terminating a state of local emergency.

Definitions

4 Words in this Bylaw have the same meaning as set out in the *Municipal Government Act, Emergency Management Act,* and *the Local Authority Emergency Management Regulation*, as the context requires, unless otherwise defined in Schedule 'A' of this Bylaw.

Responsibilities of Village of Beiseker

5 Village of Beiseker is responsible for:

(1) the direction and control of its emergency response;

(2) the preparation, review, approval, and coordination of its emergency management plans and programs; and

(3) ensuring that its elected officials and emergency management personnel have completed the required training prescribed by the *Emergency Management Act* and *Local Authority Emergency Management Regulation*.

6 Nothing in this Bylaw should be interpreted as limiting the powers of the Minister, Managing Director, or Government of Alberta under the *Emergency Management Act* and *Local Authority Emergency Management Regulation*.

Responsibilities of Council

7 Council is responsible for:

(1) approving Village of Beiseker's emergency management plans;

(2) borrowing, levying, appropriating, and expending all sums of money required for the operations of the Emergency Management Agency by Bylaw without the requirement for public notice in accordance with section 11.2(3) of the *Emergency Management Act;*

(3) may 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.

Establishment of the Emergency Advisory Committee

8 Village of Beiseker hereby establishes an Emergency Advisory Committee in accordance with section 11.1 of the *Emergency Management Act* and the *Local Authority Emergency Management Regulation.*

9 The Emergency Advisory Committee:

(1) consists of all members of Council, the CAO, Director and Deputy Director of Emergency Management,

(2) is Chaired by the Mayor; and

(3) is Vice-Chaired by the Deputy Mayor.

10 The purposes of the Emergency Advisory Committee include:

(1) reviewing and recommending changes to Village of Beiseker's emergency management plans and programs;

(2) advising Council on the Village's emergency management plans and programs; and

(3) providing guidance and direction to the Emergency Management Agency and Director of Emergency Management.

11 The Emergency Advisory Committee will meet at least once per year. The Chair may call additional meetings as required from time to time.

12 Quorum of the Emergency Advisory Committee is a majority of members and meetings are conducted in accordance with Village of Beiseker's *Procedure Bylaw*.

13 Members of the Emergency Advisory Committee are compensated and reimbursed in accordance with Village of Beiseker's policies and procedures, if applicable.

Establishment of the Emergency Management Agency

14 Village of Beiseker hereby establishes an Emergency Management Agency to act as the agent of the Village when exercising powers and duties under the *Emergency Management Act* in accordance with section 11.2(1) of the *Emergency Management Act* and the *Local Authority Emergency Management Regulation.*

15 The Emergency Management Agency will use a command, control, and coordination system as prescribed by the Managing Director.

16 The Emergency Management Agency consists of the following:

(1) the Director of Emergency Management;

(2) Deputy Director(s) of Emergency Management;

(3) Village of Beiseker employees as invited by the Director of Emergency Management or with assigned responsibilities in the Village's emergency management plans and programs; and

(4) stakeholders, external agencies, technical advisors, and others as invited by the Director of Emergency Management.

17 The purposes of the Emergency Management Agency include:

(1) administering and putting into operation Village of Beiseker's emergency management plans and programs;

Commented [TA1]: Purpose is the language used in the regulation; I've amended duties to purpose to mirror the regulation

Commented [TA2]: This section does not comply with the regulation; Council approves the Emergency Management Plan under the Act/Regulation

Commented [TA3]: Definition needed

(2) assisting the Director of Emergency Management with the preparation and review of the Village's emergency management plans and programs on an annual basis and following emergencies and exercises; and

(3) coordinating and participating in emergency management planning, training, and exercises as outlined in the *Local Authorities Emergency Management Regulation*.

18 The Emergency Management Agency will provide at least one report to the Emergency Advisory Committee annually, which will include:

(1) a review of Village of Beiseker's emergency management plans and programs and any recommended changes to those plans and programs; and

(2) a summary of the activities undertaken by the Emergency Management Agency since the last report was delivered to the Emergency Advisory Committee.

19 The Emergency Management Agency will meet at least once per year. The Director of Emergency Management may call additional meetings as required from time to time.

Director of Emergency Management

20 The position of Director of Emergency Management is hereby established in accordance with section 11.2(2) of the *Emergency Management Act* and the *Local Authority Emergency Management Regulation.*

21 Village of Beiseker's CAO is the Director of Emergency Management or delegate.

22 The Director of Emergency Management is responsible for:

(1) ensuring that Village of Beiseker's emergency management plans and programs meet the requirements of the *Emergency Management Act* and *Local Authority Emergency Management Regulation;*

(2) coordinating the activities of the Emergency Management Agency;

(3) preparing, reviewing, and recommending changes to the Emergency Advisory Committee on the Village's emergency management plans and programs;

(4) providing recommendations to Council on declaring, renewing, or terminating a state of local emergency;

(5) advising Council, the Chief Administrative Officer, the Emergency Advisory Committee, and the Emergency Management Agency and on matters related to emergency management;

(6) acting as the Director of Emergency Operations on behalf of the Emergency Management Agency and coordinating all municipal emergency services and other resources used in an emergency, including coordination of the Village's Emergency Coordination Centre;

(7) providing reports to the Emergency Advisory Committee, including the annual report from the Emergency Management Agency to the Emergency Advisory Committee; and

(8) any other duties related to emergency management prescribed by the Village.

23 The Director of Emergency Management is authorized to enter into agreements with other municipalities, provincial agencies, federal agencies, and non-governmental organizations for the purposes of emergency management, including planning, training, response, and recovery activities.

24 The Director of Emergency Management may delegate their responsibilities to Deputy Directors of Emergency Management.

Deputy Director(s) of Emergency Management

25 The position of Deputy Director(s) of Emergency Management is hereby established in accordance with this Bylaw.

26 Deputy Directors of Emergency Management:

(1) are appointed by and accountable to the Director of Emergency Management;

(2) perform the duties assigned to them by the Director of Emergency Management; and

(3) fulfil the responsibilities delegated to them by the Director of Emergency Management.

Declaration of State of Local Emergency

27 Council may declare, renew, or terminate a state of local emergency in accordance with the *Emergency Management Act*.

28 Pursuant to the *Emergency Management Act, w*hen convening to declare, renew, or terminate a state of local emergency, Council may convene without regard to the public notice requirements of the *Municipal Government Act* and Village of Beiseker's *Procedural Bylaw*

29 A declaration of a state of local emergency must identify the following, pursuant to section 21 of the *Emergency Management Act*:

(1) the nature of the emergency;

(2) the area of the municipality affected by or which may be affected by the emergency; and

(3) which powers the municipality anticipates exercising during the state of local emergency.

30 Upon declaring, renewing, or terminating a state of local emergency, the Director of Emergency Management must ensure that the declaration, renewal, or termination:

(1) is published to residents affected by, or that may be affected by the emergency, through any means considered appropriate; and

(2) is provided to the Minister.

31 Unless otherwise cancelled by the Minister or terminated or renewed by Council, a state of local emergency expires after 7 days for all emergencies, except for an emergency in relation to a pandemic, which expires after 90 days.

Continuity of Governance

32 When it is not possible to convene Council or obtain quorum to declare a local state of emergency due to the nature or timing of an emergency, the Director of Emergency Management may, in consultation with the available members of Council, take any actions necessary to protect life, property, and the environment, until such a time as Council is able to convene or a quorum is obtained.

33 Any actions taken under section 32 of this Bylaw must be consistent with the *Emergency Management Act* and be reported to Council as soon as practicable. Council may confirm, vary, or provide further direction when it is able to convene or a quorum is obtained.

Powers During a State of Local Emergency

34 When in a declared state of local emergency, Village of Beiseker may exercise any and all of the powers authorized under the *Emergency Management Act* and other applicable legislation, Bylaws, policies, and procedures.

35 The exercise of powers during a state of local emergency is subject always to the *Emergency Management Act* and any applicable orders, directions, restrictions, prohibitions, or terminations issued by the Minister.

Emergency Communications

36 During an emergency or state of local emergency, the Director of Emergency Management is authorized to issue information, warnings, and instructions to the public by any means considered appropriate to protect life, property, and the environment.

Indemnification

37 No action lies against Village of Beiseker or any person acting under its authority for anything done in good faith while performing duties under the *Emergency Management Act* during a local state of emergency.

Severability

38 Each provision of this Bylaw is independent of all other provisions. If any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw will remain valid and enforceable.

Repeal and Effective Date

39 Bylaw 2020-03, being the *Emergency Management Bylaw*, and any amendments thereto, are repealed upon this Bylaw passing and coming into full force and effect.

40 Bylaw 2026-18, the *Emergency Management Bylaw,* is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act.*

READ A FIRST TIME this _____ day of _____, 2026

READ A SECOND TIME this _____ day of _____, 2026

UNANIMOUS PERMISSION FOR THIRD READING this _____ day of _____, 2026

READ A THIRD AND FINAL TIME this _____ day of _____, 2026

_____
Mayor David Ledoyen

_____
CAO Gail Peckham

Bylaw 2026-18

Schedule 'A' – Definitions

1 **"Chief Administration Officer"** means the person appointed to and holding the position of Village of Beiseker's Chief Administrative Officer or their authorized delegate.

2 **"Council"** means the duly elected Council of Village of Beiseker.

3 **"Village"** means Village of Beiseker.

4 **"Deputy Director of Emergency Management"** means the person(s) appointed to and holding the position of a Deputy Director of Emergency Management pursuant to this Bylaw.

5 **"Director of Emergency Management"** means the person appointed to and holding the position of Director of Emergency Management pursuant to this Bylaw, or their authorized delegate.

6 **"Emergency Advisory Committee"** means Village of Beiseker's Emergency Advisory Committee established by this Bylaw in accordance with section 11.1 of the *Emergency Management Act.*

7 "***Emergency Management Act***" means the *Emergency Management Act*, RSA 2000, c E6.8, as amended or replaced from time to time, and includes any accompanying regulations.

8 **"Emergency Management Agency"** means Village of Beiseker's Emergency Management Agency established by this Bylaw in accordance with section 11.2 of the *Emergency Management Act.*

9 **"Fire Chief"** means the person appointed to and holding the position of Village of Beiseker's Fire Chief or their authorized delegate.

10 ***"Local Authority Emergency Management Regulation"*** means the *Local Authority Emergency Management Regulation*, AR 2023/2018, as amended or replaced from time to time.

11 **"Managing Director"** has the same meaning as set out in the *Emergency Management Act*.

12 **"Minister"** has the same meaning as set out in the *Emergency Management Act*.

13 **"*Municipal Government Act*"** means the *Municipal Government Act,* RSA 2000, c M-26, as amended or replaced from time to time, and includes any accompanying regulations.

14 **"Village of Beiseker"** means Village of Beiseker as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.