

RULES FOR INTERPRETATION 3 The marginal notes and headings in this bylaw are for ease of reference only.

PART II - EMERGENCY ADVISORY COMMITTEE

ESTABLISHMENT 4 The Emergency Advisory Committee is continued as a council committee.

MEMBERSHIP 5 (1) The Mayor is a member and chair of the Emergency Advisory Committee.
(2) ~~Any other Councillor present at an Emergency Advisory Committee meeting is deemed a member.~~
All Councillors appointed to Executive Committee pursuant to Bylaw 18156, Council Committees Bylaw, are members of the Emergency Advisory Committee.

QUORUM 6 Quorum for a meeting of the Emergency Advisory Committee is 1 member.

MANDATE 7 The Emergency Advisory Committee may:

- (a) provide guidance and direction to the Emergency Management Agency;
- (b) approve the City’s emergency plan;
- (c) declare a state of local emergency; and
- (d) exercise any of Council’s powers and duties under the *Emergency Management Act*.

MEETINGS 8 The Emergency Advisory Committee must meet at least once annually.

EXEMPTIONS 9 (1) Sections 5 and 6 of the Council Committees Bylaw, Bylaw 18156, do not apply to the Emergency Advisory Committee.
(2) Sections 14(2), 14(3), 23, 24, 31, 32, and 33 of the Council Procedures Bylaw, Bylaw 18155 do not apply to the Emergency Advisory Committee.

PART III - STATE OF LOCAL EMERGENCY

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| DECLARATION PROCEDURES | 10 | <p>(1) If an emergency exists, or may exist, in the City, the Mayor or City Manager may call a special meeting of the Emergency Advisory Committee.</p> <p>(2) The Emergency Advisory Committee may, by resolution, declare or renew a state of local emergency for all or part of the City.</p> <p>(3) The Emergency Advisory Committee may, by resolution, terminate a declaration of a state of local emergency.</p> |
| CITY MANAGER DUTIES | 11 | <p>(1) If the Emergency Advisory Committee declares or renews a state of local emergency, the City Manager must:</p> <ul style="list-style-type: none">(a) immediately publish the details of the declaration by any means the City Manager considers likely to make the declaration known to the affected areas; and(b) forward a copy of the declaration to the Minister. <p>(2) If the Emergency Advisory Committee terminates a declaration of a state of local emergency, or if a declaration is otherwise cancelled or lapses, the City Manager must immediately publish a notice by any means the City Manager considers likely to make the termination, cancellation, or lapse known to the affected areas.</p> <p>(3) The City Manager may delegate the duties in this section to any person.</p> |

PART IV - EMERGENCY MANAGEMENT AGENCY

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| ESTABLISHMENT | 12 | The Emergency Management Agency is established. |
| DIRECTOR | 13 | The City Manager is the director of the Emergency Management Agency. |
| MEMBERSHIP | 14 | <p>The members of the Emergency Management Agency are:</p> <ul style="list-style-type: none">(a) the City Manager;(b) the chief of police as appointed in accordance with the <i>Police Act</i>, RSA 2000, c P-17; |

- (c) the City employee holding the position of Fire Chief;
- (d) the City employee holding the position of Deputy Chief, Office of Emergency Management;
- (e) the City employees holding the positions of Deputy City Manager; and
- (f) the City employee holding the position of City Solicitor.

MANDATE

15

The Emergency Management Agency:

- (a) is responsible for the administration of the City’s emergency management program;
- (b) must use a command, control, and coordination system prescribed by the *Emergency Management Act*;
- (c) must review the City’s emergency plan and operational procedures at least annually;
- (d) at least once every 4 years, must engage in an exercise involving a significant possible emergency or disaster scenario and carry out actions as if the scenario was occurring, but without deploying resources; and
- (e) at least once annually, must engage in an exercise involving a significant possible emergency or disaster scenario and discuss how the City would respond.

REPORTING

16

The City Manager, on behalf of the Emergency Management Agency, must report to the Emergency Advisory Committee at least annually to provide updates on its activities and fulfillment of its mandate.

PART V - CITY MANAGER ROLE

**EMERGENCY
MANAGEMENT
PLAN**

17

- (1) The City Manager must prepare an emergency plan for the City.
- (2) The City Manager must, at least annually:
 - (a) review and update the plan;

Read a second time

Read a third time

SIGNED AND PASSED

THE CITY OF EDMONTON

MAYOR

CITY CLERK