

# Association of Summer Villages of Alberta



Emergency Management

# Emergencies vs. Disasters

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## Emergency:

Event requiring prompt coordination of actions concerning of persons or property, to protect the safety, health or welfare of people or to limit damage to property or the environment.



# Emergencies vs. Disasters

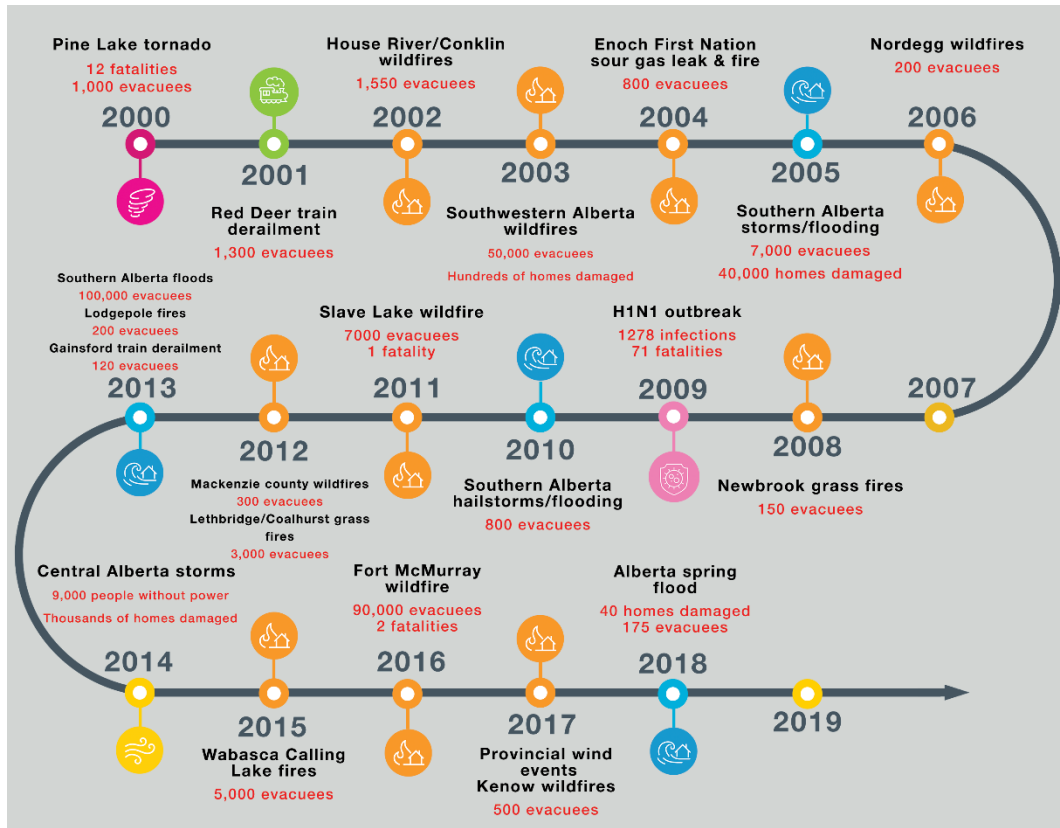
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## Disaster:

The physical, psychological, and social consequences of an event that exceeds the capacity of local resources to cope, and results in serious harm to the safety, health, or welfare of people or in widespread damage to property.

# Recent History in Alberta



# What is Emergency Management?

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**Emergency Management:** The management of emergencies concerning all-hazards, including all activities and risk management measures related to prevention and mitigation, preparedness, response and recovery.

# Priorities of Emergency Management

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1. Save Lives



2. Protect Property



3. Protect the Environment



4. Protect the Economy



# Key Legislation

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- *Emergency Management Act (2018)*
  - Local Authority Emergency Management Regulation (2018)
- *Municipal Government Act (2019)*
- Local bylaws and orders

# Responsibilities of the Local Authority

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1. Create an emergency advisory committee.
2. Establish and maintain an emergency management agency.
3. Appoint a director of emergency management.
4. Ensure emergency management bylaws are in place.



“A local authority shall appoint...an emergency advisory committee...to advise on the development of emergency plans and programs...”

Section 11.1 (1), *Emergency Management Act* (2018)

# Create an Emergency Advisory Committee

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The **emergency advisory committee** is one or more members of council who serve in an advisory role relating to a community's emergency management plans and programs.

- Provide guidance and direction to the emergency management agency
- Establish procedures for SOLE declaration
- Approval of plans and programs
- Meet at least once a year



“A local authority shall establish and maintain... an emergency management agency to act as the agent of the local authority in exercising its powers and duties...”

Sections 11.2 (1), *Emergency Management Act* (2018)

# Establish and Maintain an Emergency Management Agency

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The **emergency management agency** is responsible for administering the local authority's emergency management program.

- Must report to the emergency advisory committee at least yearly and update on the community emergency plan



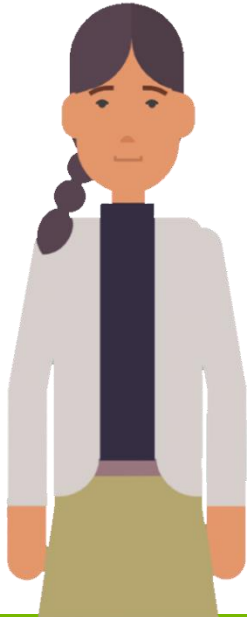
“There shall be a director of the  
emergency management agency...”

Sections 11.2 (2), *Emergency Management Act* (2018)

# Appoint a Director of Emergency Management

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The **director of emergency management** or “**DEM**” is the key figure in the local authority’s emergency management system.



- Shall prepare and co-ordinate emergency plans and programs for the municipality
- The relationship with the DEM is very important

# Ensure Emergency Management Bylaws

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## **Emergency management bylaws must:**

- Be made and come into effect by January 1, 2020
- Appoint an emergency advisory committee, outline committee responsibilities, meeting frequency, quorum, and meeting procedures
- Establish an emergency management agency and outline its functions and responsibilities

S. 2, Local Authority Emergency Management Regulation (2018)

# Ensure Emergency Management Bylaws (cont'd)

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## **Emergency management bylaws must:**

- Establish an emergency management agency, outline agency responsibilities, meeting frequency, and meeting procedures
- Appoint a DEM to lead the emergency management agency
- Establish procedures for declaring a SOLE
- Identify the command, control, and coordination system to be used

S. 3, Local Authority Emergency Management Regulation (2018)



# Delegation of Authority

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The local authority may delegate emergency management powers and duties to the emergency advisory committee, a regional commission, or a joint committee that represents two or more local authorities S. 14, LEMR (2018)

- Be clear about what responsibilities are being delegated.
- Include the exact date of delegation.

**Note:** MEOs must not exercise a power or duty that has been lawfully delegated to a designated officer (e.g. DEM, CAO) S. 201(2), MGA (2019)

“A local authority’s emergency plan  
must include...a hazard and risk  
assessment”

Section 4(d), Local Authority Emergency Management Regulation (2018)

# Hazard Identification and Risk Assessment (HIRA)

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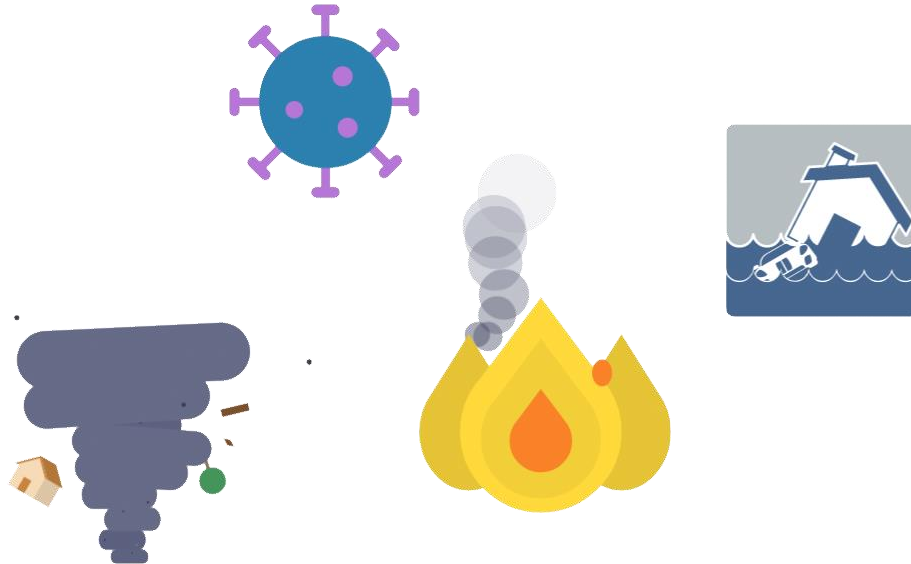
**HIRA:** AEMA-recommended methodology that assesses which hazards pose the greatest risk, their likelihood and how great their potential impact may be.

- Preparations can be made for the worst and/or most likely risks.
- Exercises, training programs, and can be plans based on the most likely scenarios.
- Time and resources can be saved by isolating hazards that cannot occur in the designated area.

# All-Hazards Approach

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**All-Hazards Approach:** Employing generic emergency planning methodologies, modified as necessary according to the circumstances



# What is Preparedness?

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**Preparedness** is the process of building capacity to effectively respond when people, property, the environment, or economy are impacted by disasters.

Examples:

- Developing emergency plans
- Creating mutual aid agreements
- Conducting emergency management exercises

“A local authority...shall approve emergency plans and programs”

Section 11(b), *Emergency Management Act* (2018)

# Approve Emergency Plans

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An **emergency plan** is a document outlining the community's emergency program and procedures.

- Local authority prepares and approves emergency plans and programs
- Emergency advisory committee must review and comment annually



# Specific Plan Requirements to Note

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Elected officials and delegates should note the following requirements in particular:

- **assignment of responsibilities** to local authority employees and elected officials Section 4(i), LEMR (2018)
- **mechanisms to prepare and maintain an emergency management staff contact list** for those with assigned roles to play in the emergency plan Section 4(k), LEMR (2018)
- plan for **communications, public alerts and notifications** during exercises, emergencies and disasters Section 4(l), LEMR (2018)
- plan for providing **emergency social services** during an emergency or disaster Section 4(m), LEMR (2018)



# Approve Emergency Programs

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An **emergency program** in a community typically includes training and exercises.



# Training Requirements for Elected Officials

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**Training** refers to the prescribed training requirements for elected officials, DEMs, and local authority staff identified for a role within the emergency plan.

## Elected officials and delegates: MEO

- Within 90 days of assuming office or by January 1, 2021

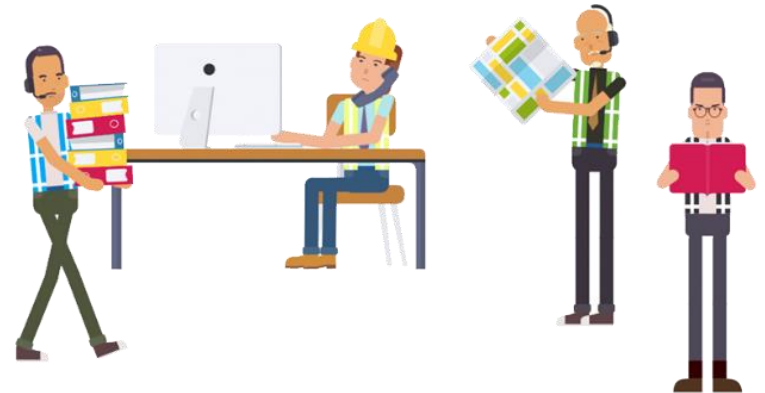


# Mandatory Exercises

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**Exercises** can be divided into two types:

Tabletop exercises are discussion-based and must be conducted once every year.



Functional exercises are full-scale activations of the emergency plan and must be conducted once every 4 years.

**Note:** A community is exempt from this requirement if it has experienced a disaster in the last 4 years

# Questions?

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