

## Request for Decision

<b>Title</b>	Bylaw 1382/16, Regional Emergency Management Bylaw
<b>Proposed Motion</b>	<ol style="list-style-type: none"> <li>1. That Council give second reading to Bylaw 1382/16, as amended.</li> <li>2. That Council give third reading to Bylaw 1382/16.</li> <li>3. That the Emergency Management Bylaw 1382/16 be referred to the Minister of Municipal Affairs for approval, along with the parallel Bylaws approved by the Towns of Bon Accord, Gibbons, Legal, Morinville and Redwater.</li> <li>4. The Council approve the Sturgeon Regional Emergency Advisory Committee Terms of Reference.</li> </ol>
<b>Administrative Recommendation</b>	Administration recommends Council provides second and third reading to Bylaw 1382/16.
<b>Previous Council Direction</b>	<p>October 11, 2016, Motion 340/16: That Council give first reading to Bylaw 1382/16.</p> <p>October 11, 2016, Motion 339/16: That Council authorize the Mayor and CAO to sign and execute the Regional Emergency Management Partnership Agreement.</p>
<b>Report</b>	<p><u>Background Information</u></p> <ul style="list-style-type: none"> <li>• The partnership began as part of a Corporate Initiative in 2012 that was to explore four possible areas of collaboration (Health &amp; Safety, Disaster Services/Emergency Management, Recreation and Cultural Services Plan/Funding) between the Towns of Bon Accord, Gibbons, Legal, Morinville, Redwater and Sturgeon County.</li> <li>• In 2013, a consultant was hired to review all municipal plans, Bylaws, capabilities and willingness to participate in a Regional Emergency Management Plan Partnership.</li> <li>• Upon conclusion of Phase I, all of the municipalities agreed to move forward with Phase II.</li> <li>• Phase II began with the hiring of Emergency Response Management Consulting (ERMC). They were contracted to develop a Regional Partnership Agreement, a Mutual Emergency Management Bylaw and a Regional Emergency Management Plan.</li> <li>• The goal of this project was to form a meaningful partnership, create a new Regional Emergency Management Plan, establish a higher state of preparedness for the region, reduce duplication and recognize efficiencies.</li> </ul>

- On September 27, 2016, during a Committee of the Whole presentation Council was informed of the structure within the partnership which consists of:
  - Regional Emergency Advisory Committee – Comprised of a member of Council, or alternate, from each partnering municipality;
  - Regional Emergency Management Agency – Comprised of the Directors of Emergency Management and/or CAO from each partnering municipality; and
  - Technical Committee – Fire Chiefs, Technical experts from each partnering municipality.
- For the past several months these various groups with the assistance of ERMC have been working to develop the formal Regional Partnership Agreement, an Emergency Management Bylaw and a Regional Emergency Management Plan.
- The work that has been completed brings us to the motions being presented today.
- The Regional Emergency Management Plan is nearing completion and will be reviewed with the Regional Emergency Advisory Agency; then recommended to the Regional Emergency Management Committee. It will remain a living document and will require staff familiarization, ongoing training/exercises and updates as the region grows.
- Several other municipalities throughout the Province have collaborated on similar partnerships that have proven successful.
- Since only one reading is being provided during the October 11, 2016 regular Council Meeting, the Organizational Meeting may have to be held following the October 25, 2016 regular Council Meeting (at 11:30 a.m.).
- Once the Emergency Management Bylaw 1382/16 receives third and final reading, it will be referred to the Minister of Municipal Affairs for approval, along with the parallel Bylaws approved by the Towns of Bon Accord, Gibbons, Legal, Morinville and Redwater.
- The Terms of Reference for the Sturgeon Regional Emergency Advisory has also been attached for approval.

External Communication

- A partnership of this nature for our region is a success. The formation of this partnership will be shared with the public through the FYI, social media, etc.
- Applicable Provincial and Municipal agencies will be advised as required through normal administrative channels.

Relevant Policy/Legislation/Practices:

- *Municipal Government Act*, RSA 2000, c.M-26
- *Emergency Management Act*, RSA 2000, c. E-6.8

**Implication of Administrative Recommendation**

Strategic Alignment:

Such agreements demonstrate Strong Local Governance, depict Regional Leadership and Maintain and Enhance Strong Communities.

	<p><u>Organizational:</u></p> <p>This agreement ensures sustainable emergency management and planning for Sturgeon County, the Towns and Region as a whole.</p> <p><u>Financial:</u></p> <p>As described, a goal of this partnership was to gain efficiency and expediency. The majority of this project thus far has been funded through grants. Moving forward there will be costs involved in staff training, exercising of the Plan and development of two Regional Emergency Coordination centers. Most such costs should be able to be absorbed with current budgets or with minor increases. It should be noted however with the development of this partnership and the support that exist for such partnerships both at the Provincial and Federal levels no doubt additional grant funding will arise.</p> <p>The cost estimate for 2017 is \$50,000, with Sturgeon County's portion at 64% or \$31,500. Approval of the Agreement and Bylaw will see this appear in the 2017 budget as a base budget adjustment.</p>
<p><b>Alternatives Considered</b></p>	<p>Having an Emergency Plan is not an option - it is a legislated requirement. The alternative would be to revert to a local approach where each Municipality has its own bylaw, Municipal Emergency Management Plan and acts independently. The motion to sign the Agreement of October 11, 2016 would have to be rescinded.</p>
<p><b>Implications of Alternatives</b></p>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> <li>• Compromises Regional Leadership</li> </ul> <p><u>Organizational:</u></p> <ul style="list-style-type: none"> <li>• Current Bylaw would not be rescinded upon third reading and Regional Emergency Management Bylaw and Agreement would not be referred to Province. Plans to implement regional approach would be halted.</li> </ul> <p><u>Financial:</u></p> <ul style="list-style-type: none"> <li>• No impact beyond the recommended option</li> </ul>
<p><b>Follow up Action</b></p>	<ol style="list-style-type: none"> <li>1. Signatures of officials named in Partnership Agreement will be obtained making the partnership official. (Protective Services by October 31).</li> <li>2. Impacts of Bylaw will be addressed in Council Committee appointments. (Note: Once three readings to Bylaw 1382/16 are granted).</li> <li>3. Documentation will be signed and assembled for referral to Alberta Emergency Management Agency for Ministerial Approval once other five Town Bylaws are available)</li> </ol>
<p><b>Attachment(s)</b></p>	<ol style="list-style-type: none"> <li>1. Bylaw 1382/16</li> <li>2. SREMP Agreement</li> <li>3. Sturgeon Regional Emergency Advisory Committee Terms of Reference</li> </ol>

---

**Report Reviewed  
by:**



P. Mahoney, Fire Chief/Manager of Protective Services



Ian McKay, P. Eng, GM Municipal Services



Peter Tarnawsky, County Commissioner – CAO

## Strategic Alignment Checklist

**Vision:** Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

**Mission:** Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
<b>Strong Local Governance and Regional Leadership</b>			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Consistent with neighborhood role (see MDP), master plans, policies</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers fiscal stability and sustainability</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Has a positive impact on regional and sub-regional cooperation</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Respect the Natural Environment</b>			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Compliance with Provincial and Federal regulations and/or legislation</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Ensure effective environmental risk management</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Community Identity &amp; Spirit</b>			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Promotes and/or enhances residents' identification with Sturgeon County</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Enhances service provision through community partnerships</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Supports Sturgeon County's cultural history</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Planned Growth and Prosperity</b>			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers cumulative costs and long-term funding implications</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Targets growth around current or planned infrastructure</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Maintain and Enhance Strong Communities</b>			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Positive impact on residents' quality of life</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Supports and promotes volunteer efforts</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Provides programs and services that are accessible to all residents</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Operational Excellence</b>			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Staff have the knowledge, skills and capability to perform their jobs</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Streamlines operational processes and policies</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Promotes engagement and professional interaction with stakeholders</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>