

BYLAW NO. 01-2025

A BYLAW OF THE CITY OF LLOYDMINSTER IN THE PROVINCES OF ALBERTA AND SASKATCHEWAN TO PROVIDE FOR THE DIRECTION AND CONTROL OF THE CITY'S EMERGENCY MANAGEMENT PROGRAM

WHEREAS the Council of the City of Lloydminster deems it necessary to establish a Bylaw to deal with the safety, health and welfare of people and the protection of people and property.

AND WHEREAS *The Lloydminster Charter* provides authority to City Council to pass bylaws for municipal purposes;

AND WHEREAS *The Lloydminster Charter* provides authority to the City to pass bylaws respecting the enforcement of bylaws.

NOW THEREFORE the Council of the City of Lloydminster deems it necessary to establish a Bylaw to provide for the direction and control of the City's emergency management under the *Emergency Management Act (Alberta)*; and

NOW THEREFORE, the Council of the City of Lloydminster, pursuant to the authority granted in Section 15 of *The Lloydminster Charter*, enacts as follows:

1. SHORT TITLE

1.1. This Bylaw shall be cited as the Emergency Management Bylaw.

2. DEFINITIONS

2.1. The definitions listed in Schedule "A" attached to this Bylaw shall apply, unless context otherwise requires.

3. APPOINTMENT, AUTHORITY AND DUTIES OF THE CITY MANAGER

3.1. Except where specific authority is reserved to Council, in the Bylaw the administration and enforcement of this Bylaw is hereby delegated to the City Manager.

3.2. Without restricting any other power, duty or function granted by this Bylaw, the City Manager may carry out anything required for the administration of this Bylaw, including but not limited to the following:

3.2.1. delegate any powers, duties or functions under this Bylaw to an employee of the City, including a Designated Officer.

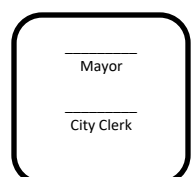
3.2.2. carry out any inspections that are reasonably required to determine compliance with this Bylaw.

3.2.3. establish any forms required for the administration of this Bylaw.

3.2.4. approve the Municipal Emergency Management Plan and other related plans used in the City's emergency management program.

4. EMERGENCY ADVISORY COMMITTEE

4.1. The Lloydminster Emergency Advisory Committee is hereby established.



BYLAW NO. 01-2025

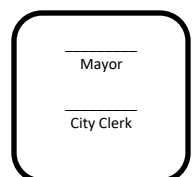
- 4.2. The Committee shall consist of the Mayor and two members of Council appointed annually by a resolution of Council.
- 4.3. The Committee shall provide guidance and direction to the Emergency Management Agency both during an emergency and during regular operation.
- 4.4. The Committee may request information during an emergency from the City Manager or Director of Emergency Management.
- 4.5. The Committee shall meet at a minimum of once annually. The City Manager and Director shall attend these meetings.

5. DIRECTOR OF EMERGENCY MANAGEMENT

- 5.1. The Senior Manager, Public Safety shall be the Director of Emergency Management.
- 5.2. The Director of Emergency Management or City Manager may appoint a Deputy Director of Emergency Management as required.
 - 5.2.1. The Deputy Director of Emergency Management shall assume all duties of the Director as required.
- 5.3. The Director shall:
 - 5.3.1. prepare and coordinate emergency plans and programs for the City;
 - 5.3.2. direct the emergency operations for the City;
 - 5.3.3. coordinate all emergency services and other resources used in an emergency;
 - 5.3.4. submit a report to Council on an annual basis on the status of emergency preparedness in the City; and
 - 5.3.5. respond to requests for assistance from other municipalities or emergency management partners affected by an emergency or disaster.

6. LLOYDMINSTER EMERGENCY MANAGEMENT AGENCY

- 6.1. The Lloydminster Emergency Management Agency is hereby established and is responsible for the administration of the City's emergency management program and to exercise the local authority's powers and duties as described under the Act.
- 6.2. The Agency may consist of:
 - 6.2.1. the City Manager;
 - 6.2.2. Director, Communications;
 - 6.2.3. Director, Leisure Services;
 - 6.2.4. Manager, Social Programs and Services;
 - 6.2.5. Director, Planning and Engineering;
 - 6.2.6. Director, Information Technology;
 - 6.2.7. Director, Transportation Services;



BYLAW NO. 01-2025

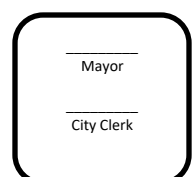
- 6.2.8. Director, Environmental Services;
- 6.2.9. Manager, Financial Planning and Analysis; and
- 6.2.10. any other person the Director considers to be of assistance to the Agency.
- 6.3. In addition to the members appointed pursuant to subsection 6.2, the Director may invite members of external organizations to nominate members to serve as members of the Agency.
- 6.4. The Agency shall provide assistance and guidance to the Director.
- 6.5. The Agency shall meet at a minimum frequency of twice annually.
- 6.6. The Agency shall report at least annually to the Committee regarding the status of the City's emergency management program, including a review of the City's emergency management plans.

7. **COMMAND, CONTROL AND COORDINATION**

- 7.1. The Agency shall use the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency.
 - 7.1.1. The Agency acknowledges that the *Alberta Incident Management System* is the current system prescribed by the Managing Director of the Alberta Emergency Management Agency.

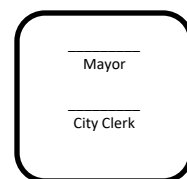
8. **STATE OF LOCAL EMERGENCY**

- 8.1. A state of local emergency may be declared only when Council believes that the powers of the Minister under the *Emergency Management Act* (Alberta) are required and essential to provide life safety, property conservation or incident scene stabilization.
- 8.2. Council delegates its authority for the declaration of a state of local emergency to the Emergency Advisory Committee.
- 8.3. The Emergency Advisory Committee shall declare a state of local emergency either in person or by recorded virtual format. Should the Committee be unable to meet in a timely fashion:
 - 8.3.1. the Mayor or assigned Deputy shall constitute a quorum for the purpose of declaring a state of local emergency or;
 - 8.3.2. one member of Council assigned to the Committee shall constitute a quorum for the purposes of declaring a state of local emergency.
- 8.4. Immediately after the making of the resolution for a declaration of a state of emergency, a copy of the resolution shall be forwarded to the Minister and the Director shall ensure the details of the declaration are published immediately by such means of communication considered most likely to notify the population of the affected areas.



BYLAW NO. 01-2025

- 8.5. Upon declaration of a state of local emergency and for the duration of the state of local emergency, the Agency may exercise the powers of the Minister under the *Emergency Management Act* (Alberta). These powers may only be used in the context related to the ongoing emergency event. As per section 24 of the *Emergency Management Act* these include:
- 8.5.1. cause any emergency plan or program to be put into operation;
 - 8.5.2. exercise, or authorize any person to exercise, any power given to the Minister under section 19(1) in relation to the part of the municipality affected by the declaration, including:
 - 8.5.2.1. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - 8.5.2.2. authorize or require or make an order to authorize or require any qualified person to render aid of a type the person is qualified to provide;
 - 8.5.2.3. control or prohibit or make an order to control or prohibit travel to or from any area within the City of Lloydminster;
 - 8.5.2.4. provide for or make an order to provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate or make an order to provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the City of Lloydminster;
 - 8.5.2.5. order the evacuation of persons and the removal of livestock and personal property from any area of the City of Lloydminster 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;
 - 8.5.2.6. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - 8.5.2.7. cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - 8.5.2.8. procure or fix prices or make an order to 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 any part of Alberta for the duration of the state of emergency;



BYLAW NO. 01-2025

- 8.5.2.9. authorize the conscription or make an order for the conscription of persons needed to meet an emergency.
- 8.5.3. The powers within the *Emergency Management Act* may be amended from time to time. The updated version within the Alberta *Emergency Management Act* shall supersede this Bylaw.
- 8.6. All persons and corporations within the City shall comply with the conditions set out in the state of local emergency.
- 8.7. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
- 8.7.1. the Council of the local authority that declared the state of local emergency pass a resolution to terminate the declaration;
- 8.7.2. the Minister cancels the state of local emergency;
- 8.7.3. seven (7) days elapse without reapplication for a state of local emergency; or
- 8.7.4. ninety (90) days elapse without reapplication for a state of local emergency regarding a pandemic.
- 8.8. When a declaration of a state of local emergency has been terminated, the Director shall ensure the details of the cancellation are published immediately by such means of communication considered most likely to notify the population of the affected areas.

9. NUMBER AND GENDER REFERENCES

- 9.1. All references in this Bylaw will be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person, or a corporation or partnership.

10. SEVERABILITY

- 10.1. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

11. PENALTIES

- 11.1. Any person who contravenes this Bylaw is guilty of an offence.
- 11.2. Persons having contravened certain sections of this Bylaw shall be liable for the penalties set out in such section or set out in Schedule "B" hereto.
- 11.3. A notice or form commonly called a Notice of Violation having printed wording approved by the City Manager, may be issued by a Bylaw Enforcement Officer or a Designated Officer to any person alleged to have breached any provision of this Bylaw, and the said notice shall require the payment to the City of Lloydminster in the amount specified in Schedule "B" hereto.
- 11.4. A Notice of Violation shall be deemed to be sufficiently served:
- 11.4.1. if served personally on the accused; or

BYLAW NO. 01-2025

11.4.2. if mailed to the address of the person accused by regular mail.

11.5. The amounts specified in Schedule "B" hereto shall be the specified penalties for the purposes of the *Provincial Offences Procedures Act* (Alberta) or the *Summary Offences Procedure Act 1990* (Saskatchewan).

This Bylaw shall come into force and effect upon the final passing thereof.

The following bylaws and all amendments thereto are hereby repealed:

- Bylaw 06-2020 (Emergency Management Bylaw)

INTRODUCED AND READ a first time this 20th day of January, 2025, A.D.

READ a second time this 3rd day of February, 2025, A.D.

READ a third time this 3rd day of February, 2025, A.D.

February 4, 2025
Date Signed

Gerald S. Aalbers (signed)
MAYOR

February 4, 2025
Date Signed

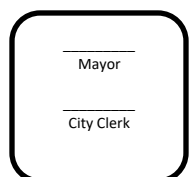
Marilyn Lavoie (signed)
CITY CLERK

BYLAW NO. 01-2025

SCHEDULE "A"

Definitions

Agency	The Lloydminster Emergency Management Agency established by this Bylaw.
Bylaw Enforcement Officer	Any Person appointed by Council or employed by the City to enforce the provisions of <i>The Lloydminster Charter</i> , another enactment that the City is authorized to enforce, or a bylaw.
Charter	Refers to <i>The Lloydminster Charter</i> .
City	The City of Lloydminster and the area contained within the corporate boundaries of the City.
City Manager	The Commissioner of the City of Lloydminster as appointed by Council or designate.
Committee	The Lloydminster Emergency Advisory Committee established by this Bylaw.
Council	The Municipal Council of the City of Lloydminster.
Director	The Director of Emergency Management as described in the <i>Emergency Management Act</i> and appointed by this Bylaw.
Disaster	An event that results in serious harm to the safety, health, or welfare of people or in widespread damage to property or the environment.
Deputy Director	Assists the Director in fulfilling the duties of the Director of Emergency Management as described in the <i>Emergency Management Act</i> (Alberta).
Designated Officer	A person to whom the Commissioner has delegated a power or Authority per the Lloydminster Charter
Emergency	An event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment.
Minister	The Minister responsible for the <i>Emergency Management Act</i> (Alberta).



BYLAW NO. 01-2025

Person	Any individual, a group of individuals, a corporation, firm, partnership, proprietorship, association, society or co-operative organization or corporate entity.
---------------	--



BYLAW NO. 01-2025

SCHEDULE "B"

Penalties

OFFENCE	SECTION	FINE
Any person(s) fails to comply with any condition of a state of local emergency order	8.5	
• First offence		\$500.00
• Second offence within 365 days of first offence		\$1,000.00
• Third and all subsequent offences within 365 days of the second offence		\$2,500.00
Any corporation (s) fail to comply with any condition of a state of local emergency order	8.5	
• First offence		\$2,500.00
• Second offence within 365 days of first offence		\$5,000.00
• Third and all subsequent offences within 365 days of the second offence		\$10,000.00

