

EMERGENCY MANAGEMENT BY-LAW

In accordance with the Emergency Management Act R.S.N.S. 1990 c.8 s.10, the Council of the West Hants Regional Municipality enacts the following:

Short Title

1. This By-law shall be known as the "Emergency Management By-law."

Interpretation

2. In this By-law,
 - a) "Act" means Emergency Management Act, R.S.N.S. 1990, c.8 or successor legislation and references to the Act or to regulations made under the Act are to be interpreted as meaning the Act or regulations as they may be amended from time to time;
 - b) "agent" means a person, persons, company or any other organization employed or contracted to act on behalf of the Municipality;
 - c) "Chief Administrative Officer" means the Chief Administrative Officer of the Municipality;
 - d) "Committee of the Whole" means the committee of Council consisting of all Councillors;
 - e) "Council" means the Council of the Municipality;
 - f) "Councillor" means a member of Council;
 - g) "Emergency" has the meaning prescribed by the Act;
 - h) "Emergency Management Coordinator" means the person appointed by the Municipality to fulfill the functions prescribed by the Act, regulations made under the Act, or by this By-law;
 - i) "Emergency Management Advisory Committee" means the advisory committee appointed by the Municipality to fulfill the functions prescribed by the Act, regulations made under the Act, or by this By-law;
 - j) "Emergency Management Planning Committee" means the planning committee established pursuant to this By-law;
 - k) "emergency management plan(s)" has the meaning prescribed by the Act;
 - l) "employee" means a person employed either part or full time by the Municipality;
 - m) "Mayor" means the Mayor of the Municipality or a Councillor lawfully acting in the stead of the Mayor;
 - n) "Municipal Emergency Management Organization" means the organization established pursuant to this By-law;

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- o) "Municipality" means the West Hants Regional Municipality;
- p) "State of Local Emergency" means a state of local emergency declared by Council or Mayor pursuant to the Act or renewed by the Municipality pursuant to the Act and regulations made under the Act.

Municipal Emergency Management Organization

- 3. The Council hereby establishes a Municipal Emergency Management Organization.
- 4. The Municipal Emergency Management Organization shall consist of the following persons and committees:
 - a) The Emergency Management Advisory Committee;
 - b) The Emergency Management Coordinator; and
 - c) The Emergency Management Planning Committee.

Emergency Management Advisory Committee

- 5. The Committee of the Whole shall act as the Emergency Management Advisory Committee.
- 6. The Emergency Management Advisory Committee shall:
 - a) Advise Council on the development and maintenance of emergency management plans;
 - b) Present emergency management plans to Council;
 - c) Prepare and recommend the annual operating budget to Council for approval;
 - d) Brief Council on developments during a Local State of Emergency; and
 - e) Perform such other duties as may be required by the Council or by the Act or regulations made under the Act or by this by-law.

Emergency Management Coordinator

- 7. The Emergency Management Coordinator reports to the Chief Administrative Officer and shall be responsible, through the Emergency Management Advisory Committee for:
 - a) Act as chair of the Emergency Management Planning Committee;
 - b) Coordinate and prepare emergency management plans, training and exercises;
 - c) Be responsible for on-going public self-help education programs related to emergency preparedness;

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- d) Following activation of the Municipality's emergency management plan or declaration of a State of Local Emergency, prescribe as necessary the duties to be fulfilled by municipal departments or agencies, employees and agents of the Municipality;
- e) Perform such duties in accordance with the emergency management plan, and carry out any lawful directives of the Mayor, a Councillor lawfully acting in the stead of the Mayor, the Chief Administrative Officer, the Emergency Management Advisory Committee or Council.

Emergency Management Planning Committee

8. Emergency Management Planning Committee members shall include:

- a) Emergency Management Coordinator
- b) Chief Administrative Officer
- c) Directors or representatives of every Municipal department or agency which has been assigned emergency related functions under the Municipality's emergency management plan, including those responsible for providing the following services during an emergency:
 - i. Law enforcement
 - ii. Search and rescue
 - iii. Fire control
 - iv. Hazardous material control
 - v. Transportation
 - vi. Health Care
 - vii. Communication
 - viii. Public Information
 - ix. Utilities
- d) Directors or representatives of such of the following provincial departments or agencies as are willing to participate:
 - i. Nova Scotia Emergency Management Office
 - ii. Lands and Forestry
 - iii. Education
 - iv. Community Services
 - v. Health and Wellness
 - vi. Transportation and Active Transit

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9. The Emergency Management Coordinator shall chair the Emergency Management Planning Committee.
10. The Emergency Management Planning Committee shall:
 - a) Assist the Emergency Management Coordinator in the preparation and coordination of emergency management plans;
 - b) Advise the Emergency Management Advisory Committee on the development of emergency management plans;
 - c) Upon request, assist the Emergency Management Advisory Committee in the annual presentation of emergency management plans to Council;
 - d) Following activation of the Municipality's emergency management plan or a declaration of State of Local Emergency, fulfill the duties as prescribed in the emergency management plans;
 - e) Perform such other duties as may be required by the Mayor, a Councillor lawfully acting in the stead of the Mayor, Emergency Management Advisory Committee or Council.

Agreements

11. The Municipality may enter into agreements with the Government of Canada, the Province of Nova Scotia, another municipal unit, or any other person or organization, for the provision of services in the development and implementation of emergency management plans.
12. Except as otherwise limited by Council or by the Chief Administrative Officer, following activation of the Municipality's emergency management plan or a declaration of a State of Local Emergency, the Emergency Management Coordinator has authority to bind the Municipality to contracts made for the purpose of responding to emergency conditions.

Duties of Council

13. Review and approve emergency management plans presented to it by the Emergency Management Advisory Committee.
14. Specify additional duties to be fulfilled by the Emergency Management Advisory Committee, Emergency Management Coordinator and the Emergency Management Planning Committee.
15. Request assistance from the Province of Nova Scotia and/or Government of Canada in accordance with established guidelines.

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16. Declare a State of Local Emergency, in accordance with the Act, and communicate it to the public.
17. Extend or terminate a State of Local Emergency in accordance with the Act.
18. The Council may appropriate and expend monies:
 - a) To pay reasonable expenses of members of the Emergency Management Advisory Committee, Emergency Management Coordinator and the Emergency Management Planning Committee;
 - b) To fulfill the terms and conditions of an agreement made pursuant to this by-law; and
 - c) To respond to emergency conditions following activation of the Municipality's emergency management plan or a declaration of a State of Local Emergency.

Duties During an Emergency


19. Following activation of the Municipality's emergency management plan or a declaration of a State of Local Emergency, and for the duration of the emergency:
 - a) Every Councillor shall advise the Mayor as to their whereabouts and how they may be contacted;
 - b) Every employee and agent of the Municipality who has a designated role in an emergency as identified in emergency management plans staff list shall:
 - i. Advise the Emergency Management Coordinator of their whereabouts and how they may be contacted; and
 - ii. Fulfill such duties as may be prescribed by the Emergency Management Plan or as may be lawfully directed by the Council, the Chief Administrative Officer or the Emergency Management Coordinator.

Repeal

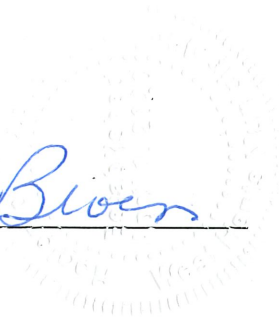
20. The Regional Emergency Management By-law of the former Municipality of the District of West Hants dated March 13, 2007; the Regional Emergency Management By-law of the former Town of Windsor dated January 28, 2003; and all other Emergency Management By-laws of the Municipality of the District of West Hants and Town of Windsor are hereby repealed.

WEST HANTS REGIONAL MUNICIPALITY
EMERGENCY MANAGEMENT BY-LAW

I, Rhonda Brown, Municipal Clerk of the West Hants Regional Municipality, the Province of Nova Scotia, do hereby certify that this is a true copy of the By-law as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the **27th** day of **April, 2021**.



R.N. Brown
Municipal Clerk



By-law Adoption	
First Reading:	March 23, 2021
Notice Published:	April 6, 2021
Second Reading & Approval	April 27, 2021
Final Publication	
Notice to Municipal Affairs	April 29, 2021
Description: Initial approval of the Emergency Management By-law, RE-002.	