

A Regular Council Meeting of the Town of Bowden to be held in Council Chambers,
at 2101 – 20 Avenue, Bowden, on March 13, 2023, commencing 7:00pm.

- | | |
|---|------------------------------|
| 1. CALL TO ORDER | |
| 2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA | |
| 3. ADOPTION OF PREVIOUS MINUTES
February 24, 2023, Special Council Meeting | Pages
2 - 3 |
| 4. ADOPTION OF PREVIOUS MINUTES
February 27, 2023, Regular Council Meeting | 4 - 7 |
| 5. PUBLIC HEARING
None scheduled | |
| 6. DELEGATIONS
No Delegation | |
| 7. BUSINESS ARISING FROM PREVIOUS MINUTES
7.a Bowden Hotel
7.b Alberta Municipalities – Spring Municipal Leaders Caucus
7.c RCMP Municipal Policing Priorities for 2023
7.d Council Open House | 8 - 10 |
| 8. NEW BUSINESS
8.a Reports in Council Agendas
8.b Red Deer Regional Emergency Management Partnership Agreement | 11 - 20 |
| 9. BYLAWS & POLICIES
9.a Municipal Emergency Management Bylaw 03 / 2023 | 21 - 34 |
| 10. FINANCIAL
No item submitted | |
| 11. CORRESPONDENCE
No item submitted. | |
| 12. REPORTS
12.a CAO's Report
12.b Council Committee Reports
12.c Society & Other Reports | 35
36 |
| 13. CLOSED SESSION OF COUNCIL ("in camera")
13.a Planning & Development
Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 "is deemed to be privileged information". | |
| 14. MEETING ADJOURNMENT | |



000002

**Town of Bowden – Special Council Meeting
held on Friday February 24, 2023
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 6:58pm.

PRESENT

Mayor	Robb Stuart	(Chair)
Councillor	Paul Webb	
Councillor	Randy Brown	
Councillor	Deb Coombes	
Councillor	Sandy Gamble	

ABSENT

Councillor	Marie Flowers
Councillor	Wayne Milaney

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA **No Motion Made**

3. CAO PERFORMANCE REVIEW

Motion 3.a Moved by Councillor Paul Webb at 6:59pm that Council moves to an In-Camera Session.

MOTION CARRIED UNANIMOUSLY

Discussion

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 "is deemed to be privileged information".

Motion 3.b Moved by Councillor Randy Brown that Council come out of the In-Camera Session at 8:03pm.

MOTION CARRIED UNANIMOUSLY

There was no motion made with regard to the matters discussed during the closed session of Council.

4. MEETING ADJOURNMENT

Motion 4.a The meeting was adjourned at 8:05pm by Councillor Sandy Gamble.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

000003

Minutes signed by:

**Mayor
Robb Stuart**

Councillor



000004

**Town of Bowden – Regular Council Meeting
held on Monday February 27, 2023
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 6:30pm.

PRESENT	Mayor	Robb Stuart	(Chair)
	Councillor	Deb Coombes	
	Councillor	Paul Webb	
	Councillor	Sandy Gamble	
	Councillor	Randy Brown	
ABSENT	Councillor	Marie Flowers	
	Councillor	Wayne Milaney	
STAFF	CAO	Rudy Friesen	
	Recorder	Arno Glover	

5. CLOSED SESSION OF COUNCIL (“in camera”)

Agenda Item 5.a (Planning & Development)

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 “is deemed to be privileged information”.

Agenda Item 5.b (Public Safety)

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 18 “is deemed harmful to individual or public safety”.

Motion 5.a Moved by Councillor Paul Webb at 6:31pm that Council moves to an “in-camera” session.

MOTION CARRIED UNANIMOUSLY

Motion 5.b Moved by Councillor Deb Coombes at 7:28pm that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

Motion 5.c Moved by Councillor Deb Coombes at 7:40pm that the Notice to Trespass letter dated 14 March 2022 be extended for an indefinite period.

MOTION CARRIED UNANIMOUSLY

Mayor Robb Stuart called for a recess at 7:45pm. The meeting resumed at 7.53pm

000005

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA**Motion 2.a**

Moved by Councillor Randy Brown that Council adopts the agenda, as presented.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES**Motion 3.a.**

Moved by Councillor Sandy Gamble that Council adopts the February 13, 2023, Regular Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARINGS

There were no public hearings.

6. DELEGATIONS

S/Sgt Warren Wright provided an overview of the Community Policing Report for Quarter 3 2022.

A letter requesting Municipal Policing Priorities for 2023 / 2024 was submitted to Council. This requested that the policing priorities are submitted to the RCMP no later than March 20, 2023.

S/Sgt Warren Wright is to provide Administration with a list of community policing priorities for Council consideration.

7. BUSINESS ARISING FROM PREVIOUS MINUTES**Agenda item 7.a Bowden Hotel**

There was no update on this matter.

Agenda item 7.b Alberta Municipalities – Spring Municipal Leaders Caucus

CAO Rudy Friesen stated that Mayor Robb Stuart and himself were registered for the caucus. It was restated that as per motion 8.a of the RCM of 13 February up to two Councillors may attend this caucus.

There was no motion made regarding agenda item 7.b

Agenda item 7.c Capital Budget 2023

Re: Motion 9.b (RCM 13 Feb 2023) Moved by Councillor Sandy Gamble that Council instructs Administration to resubmit the 2023 Capital Budget to Council for further review at the Regular Council Meeting of 27 February 2023.

Administration submitted a revised second draft of the Capital Budget for 2023 for Council's further review, deliberation, and decision.

CAO Rudy Friesen provided an update on developments since the RCM of 13 February.

Motion 7.a by Councillor Randy Brown that Council approves the 2023 Capital Budget as amended to include an off-leash dog park (\$20000.00) thereby amending the total capital budget costings to \$712000.00.

MOTION CARRIED UNANIMOUSLY

8. BYLAWS & POLICIES

There was no item submitted.

000006

9. NEW BUSINESS**Agenda item 9.a Appointment of Deputy Mayor**

Councillor Sandy Gamble swore the oath of office for Deputy Mayor effective for the period from February 28, 2023, to October 23, 2023.

Agenda item 9.b**South Red Deer Regional Wastewater Commission – Operating Agreement Renewal**

Administration provided Council with a copy of the proposed (revised) Operating Agreement between the SRDRWC and the Town of Bowden effective 1 January 2023.

Motion 9.a by Councillor Deb Coombes that Administration contracts with SRDRWC as per the submitted Operating Agreement.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.c Council Open House

Administration requested that Council decides on the venue / date / time of the Council Open House.

This agenda item was “tabled”, ie: postponed for future consideration and decision.

10. FINANCIAL

There was no item submitted.

11. CORRESPONDENCE

There was no item submitted.

12. REPORTS**Agenda item 12.a CAO's Report**

CAO Rudy Friesen submitted his report to Council.

Agenda item 12.b Council Committee Reports

No reports submitted.

Agenda item 12.c Society & Other Reports

Mountain View Regional Water Services Commission (meeting notes Feb 8, 2023)

South Red Deer Regional Wastewater Commission (meeting notes Feb 16, 2023)

Central Alberta Regional Waste Management Commission

Expanding Horizons Society (meeting notes Feb 20, 2023)

Motion 12.a. Moved by Councillor Randy Brown that Council accepts the submitted reports as information.

MOTION CARRIED UNANIMOUSLY

Mayor Robb Stuart called for a brief recess at 8:26pm. The meeting resumed at 8.29pm

000007

13. CLOSED SESSION OF COUNCIL ("in camera")**Agenda Item 13.a (Planning & Development)**

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 "is deemed to be privileged information".

Motion 13.a Moved by Councillor Randy Brown at 8:29pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 13.b Moved by Councillor Deb Coombes at 8:45pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made regarding agenda item 13.a.

14. MEETING ADJOURNMENT

Motion 14.a Moved by Councillor Sandy Gamble at 8:46pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:

Mayor
Robb Stuart

CAO
Rudy Friesen

Regular Council Meeting: March 13, 2023.	Agenda Item: 7.a / 7.b / 7.c / 7.d
Prepared by: Arno Glover	Approved By: CAO
Report Type: Information / RFD	Attachment(s): 1 RCMP Letter dated January 21, 2023

Matters arising from past minutes are provided below – updates are highlighted in red.

Content:

7.a Bowden Hotel

There is no further update on this matter.

7.b Alberta Municipalities – Spring Municipal Leaders Caucus

Re: Motion 8.a (RCM 13 Feb 2023)

Moved by Councillor Randy Brown that Mayor Robb Stuart, CAO Rudy Friesen and up to two Councillors attend the Spring RMA 2023 Spring Municipal Leaders Caucus.

Mayor Robb Stuart and CAO Rudy Friesen are now registered for this caucus.

Administration requests from Council the names of those Councillors who may wish to attend the caucus.

Recommended Motion

Motion by Councillor _____ that Councillors _____ and _____ attend the Spring RMA 2023 Spring Municipal Leaders Caucus.

7.c RCMP Municipal Policing Priorities for 2023

Reference the attached letter dated January 31, 2023.

Council is requested to provide the RCMP with the policing priorities for 2023 / 2024, no later than March 20.

The February 27 RCM minutes state that S/Sgt Warren Wright was to provide Administration with a list of community policing priorities for Council consideration.

Administration has subsequently received an email from S/Sgt Warren Wright on this matter.

He was advised by K Div OSB that policing priorities are generated by the communities themselves.

Community policing priorities are typically divided into three categories, namely:

1 Crime Reduction (as a general theme)

- i. Persons Crimes
 - Domestic Violence
 - Drug Addiction
 - Elder Abuse (physical, emotional, financial)
- ii. Property Crimes
 - Theft of property
 - Fraud prevention

2 Traffic Safety

- i. Youth
- ii. Provincial Traffic enforcement
- iii. Impaired Driving

3 Police Visibility - Community Engagement

- i. Attending/participating in community events
- ii. Patrol presence with the community
- iii. Working with Red Deer County Patrol

Council has the right to choose whatever 3 options they wish.

The recommendation made by S/Sgt Warren Wright (based on what he heard during the Town Hall meeting) is as follows:

- 1 Crime Reduction – Property Crime (Theft & Fraud Prevention)
- 2 Crime Reduction – Traffic Safety (Focusing on Young Drivers)
- 3 Police Visibility – Community Engagement (Attending/participating in community events)

Recommended Motion

Motion by Councillor _____ that the policing priorities for 2023 / 2024 are as follows.

1 _____

2 _____

3 _____

7.d. Council Open House

This item was tabled in the RCM of February 27, 2023.

Administration requests that Council set a date and venue for this event.

Recommended Motion

Motion by Councillor _____ that the 2023 Council Open House is to take place on the

_____ at _____.



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation

NCO i/c RCMP
Olds RCMP Detachment
5110 - 65 Avenue
Olds, Alberta
T4H 1L8

Your File

Mayor Robb STUART
Town of Bowden
Box 338
Bowden, Alberta
T0M 0K0

Our File

January 31, 2023

Dear Mayor STUART,

**Annual Performance Plan - 2023 / 2024
Town of Bowden - Municipal Policing Priorities**

In preparation of the 2023 / 2024 Annual Performance Plan for the Olds Detachment, I am requesting that the Town of Bowden please provide me with their policing priorities for the coming year.

Last year (2022 / 2023), the Town identified their policing priorities as:

1. Property Crime Reduction
2. Community Engagment (Police Visibility / Public Relations)
3. Traffic Safety

If possible, can you please reply to my request for your policing priorities by March 20, 2023, as my intent is to have the entire Annual Performance Plan completed by April 1, 2023. If you have any questions or require further clarification on my request, please contact me at (403) 556-3324 or warren.wright@rcmp-grc.gc.ca.

Thank you,

S/Sgt. Warren WRIGHT
Detachment Commander
Olds RCMP Detachment
(403) 556-3324

Regular Council Meeting: March 13, 2023.	Agenda Item: 8.a / 8.b
Prepared by: Arno Glover	Approved By: CAO
Report Type: RFD	Attachment(s): 1 Red Deer Emergency Management Partnership Agreement.

Content:

8.a Reports in Council Agendas

Background

(i)
Administration commenced a process in the October 24, 2022 Regular Council Meeting whereby the full agenda pack for such meetings was made public (subject to any FOIP restrictions).

This decision was made following consultation with Kevin Miller (Municipal Accountability Advisor, Municipal Affairs, Alberta Government) regarding this matter. He stated that, in his opinion, in the interest of transparency and openness the full agenda package should be made available and the trend nowadays across most municipalities is to do this.

Analysis of this policy by comparison to other municipalities revealed that all of the surrounding municipalities publish their agenda items in full.

The full agenda has therefore been published on the Town's web site and a hard copy provided in reception at each Council meeting since October 24, 2023.

(ii)
The agenda pack for the RCM of 27 February 2023 included a report for the Bowden Friendship Centre.

(iii)
The following provides a summary where the Town has Councillor representation on the committee / board of another (non-Council Committee) body or organization.

Other bodies & organizations		
Bowden & District Agricultural Society	Paul Webb	Marie Flowers *
Bowden Grandview School Council	Deb Coombes	Sandy Gamble *
Central Alberta Economic Partnership (CAEP)	Deb Coombes	Marie Flowers *
Central Alberta Regional Waste Management Commission	Sandy Gamble	Randy Brown *
Expanding Horizons Cultural Enhancement Society	Marie Flowers	Sandy Gamble *
Mountain View Regional Water Services Commission	Robb Stuart	Deb Coombes *
South Red Deer Regional Wastewater Commission	Robb Stuart	Marie Flowers *
Parkland Foundation Management Body	Sandy Gamble	Deb Coombes *
Parkland Regional Library Board	Deb Coombes	Sandy Gamble *
Red Deer & District Family and Community Support Services (FCSS)	Sandy Gamble	Marie Flowers *

Request for Decision

(i)

Administration seeks Council's direction on whether reports from other bodies and organisations where there is no Council representation should be included in the meeting agenda and therefore made public, for example, the Bowden Friendship Club.

(ii)

In addition, Administration seeks Council's direction whether permission should be sought from the following organizations as to whether the minutes of their meetings should be made public by the Town of Bowden.

- Bowden & District Agricultural Society
- Expanding Horizons Cultural Enhancement Society
- Bowden Grandview School Council

Recommendations

(i)

That Administration no longer include reports from other bodies or organizations within the Council agenda pack where there is no councillor representation on that body or organization.

Note: Any report may be reproduced in full or part and submitted to Council where relevant to a particular matter where Council are required to make a decision.

(ii)

That Administration contact the following organizations to obtain consent for the content of their meetings to be made public in the Council agenda pack.

- Bowden & District Agricultural Society
- Expanding Horizons Cultural Enhancement Society
- Bowden Grandview School Council

Recommended Motion.

Motion by Councillor _____ that the recommendations in (i) and (ii) are adopted by Administration.

or

Recommended Motion.

Motion by Councillor _____ that Council instructs Administration to

_____.

8.b Red Deer Regional Emergency Management Partnership Agreement

Background

(i)

The Red Deer Regional Emergency Management Partnership aims to establish mutual aid agreements between the:

- City of Red Deer,
- Red Deer County,
- Town of Penhold,
- Town of Bowden,
- Town of Innisfail,
- Town of Sylvan Lake,
- Village of Delburne, and the,
- Village of Elnora.

A regional agreement approach allows municipalities to work together to establish shared priorities and deploy resource regionally in a coordinated effort to ensure high levels of public safety in all areas of the region.

A partnership agreement allows members to streamline resources through a coordinated emergency response. In addition, it allows members to collaborate on training programs and exercises so strengthening all of the municipalities' emergency preparedness and response abilities.

Current Progress

An email dated February 28, received from Dave Brand, Director of Emergency Management, stated that,

"The Emergency Management Advisory Committees for both Red Deer County and the City of Red Deer have reviewed the proposed partnership agreement and are taking bylaw amendments forward to their respective Councils to allow for entering into a regional EM partnership."

The City will take first reading of their EM bylaw on March 6th, and the County will take the EM bylaw forward on March 7th.

If you have the opportunity to bring a bylaw amendment forward to your Council to enter into the regional agreement sometime in March or April, this would let us kick off the new AEMA fiscal year with our first regional agency meeting sometime in April or May".

Partnership Requirements

Participating partnerships will be required to:

- i. Amend emergency management bylaws to recognise and endorse the Red Deer Regional Emergency Management Partnership,
- ii. enter in a formal partnership agreement.

Administration submits to Council a copy of the common partnership agreement applicable to all member municipalities.

Note: the agreement does not remove:

- i. any local decision-making authority (provisions as contained within the Town of Bowden Municipal Emergency Management Bylaw),
- ii. any requirement to comply with all applicable Federal, Provincial or Municipal enactment.

Recommended Motion.

Motion by Councillor _____ that Council approves membership of the Red Deer Regional Emergency Management Partnership and thereby instructs Mayor Robb Stuart and the CAO to formalize the arrangement through signature on the partnership agreement.

or

Alternative Motion.

Motion by Councillor _____ that Council instructs Administration to

_____.

RED DEER REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP AGREEMENT

Red Deer County



BOWDEN



RED DEER REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP AGREEMENT

THIS AGREEMENT made the _____ day of _____, 2023

BETWEEN:

RED DEER COUNTY

and

TOWN OF BOWDEN

and

VILLAGE OF DELBURNE

and

VILLAGE OF ELNORA

and

TOWN OF INNISFAIL

and

TOWN OF PENHOLD

and

TOWN OF SYVLAN LAKE

and

THE CITY OF RED DEER

(Collectively, the "Municipalities")

- A. **BACKGROUND:** An emergency or disaster of a multi-jurisdictional nature could affect any or all the Municipalities to such a degree that local resources would be inadequate to cope with the situation;
- B. The Municipalities have each appointed a Director of Emergency Management as head of its own emergency management agency pursuant to the *Emergency Management Act* RSA, 2000, c E-6.8;
- C. The Municipalities have agreed to adopt a Regional Emergency Management Plan and to develop a Regional Framework for Emergency Management;

IT IS AGREED THAT FOR MUTUAL CONSIDERATIONS:

1. In this Agreement
 - a. **"Commencement Date"** means that date when all of the Municipalities have affixed their signature, upon which this Agreement becomes effective;
 - b. **"Director of Emergency Management"** means the person appointed by each Municipality or their designate;
 - c. **"Disaster"** means an event that results in serious harm to the safety, health, or welfare of people or in widespread damage to property;
 - d. **"Emergency"** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property;
 - e. **"Municipal Emergency Coordination Centre"** means a management structure or physical facility in each Municipality designated to:
 - i. Coordinate support and resources to assist response activities if required;
 - ii. Coordinate resources as required to meet the essential service needs of impacted members of the community; and
 - iii. Provide public and media relation resources.
 - f. **"Red Deer Regional Emergency Partnership"** means those municipalities who have entered into this Agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs;
 - g. **"Red Deer Regional Emergency Management Agency"** means an agency composed of the Directors of Emergency Management from each of the Municipalities of the Partnership;
 - h. **"Red Deer Regional Emergency Management Plan"** means the integrated emergency management plan prepared by the Red Deer Regional Emergency Management Partnership to co-ordinate the response to an Emergency or Disaster;
 - i. **"Regional Emergency Coordination Centre"** means a management structure or physical facility that allows for the coordination of support resources to address the needs of the Municipality or Municipalities, established at the request of one or more of the Directors of Emergency Management during an Emergency or Disaster;
 - j. **"Regional Framework for Emergency Management"** means the Municipalities supporting and assisting each other when requested and when able to provide that support and assistance in the event of an Emergency or Disaster.
2. The Red Deer Regional Emergency Management Agency shall:
 - a. annually review and amend the Red Deer Regional Emergency Management Plan;
 - b. ensure regional training exercises that exercise elements of the Red Deer Regional Emergency Management Plan are provided for municipal personnel;
 - c. ensure training records are kept that detail regional training exercises and participation from each Municipality in attendance;
 - d. plan and execute exercises to validate the Red Deer Regional Emergency Management Plan;
 - e. conduct reviews of all exercises;
 - f. review the impact of incidents on the system;
 - g. publish information, as necessary, on the Red Deer Regional Emergency Management Plan with:
 - i. municipal departments; and
 - ii. industrial and municipal neighbours.
 - h. liaise with external agencies and surrounding municipalities who have a role in emergency response or would be affected by the Red Deer Regional Emergency Management Plan; and
 - i. ensure that there are appropriate resources and equipment available to prepare for, respond to, and recover from an Emergency or Disaster that impacts the Municipalities.

3. At its first meeting, and subsequently at the next meeting after renewal of this Agreement, the Red Deer Regional Emergency Management Agency shall:
 - a. set the frequency and schedule for Agency meetings;
 - b. choose equal representation or another voting structure to ensure ratification of decisions made by the Agency;
 - c. appoint a chairperson or rotating chairperson schedule for Agency meetings;
 - d. appoint an administrator or rotating administrative schedule for preparation and maintenance of the Regional Emergency Management Plan and all other Agency administrative duties; and
 - e. determine how costs associated with the performance of all activities of the Red Deer Regional Emergency Management Partnership will be allocated between the Municipalities.
4. The Municipalities shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Municipalities when responding to a regional emergency or assisting in a Regional Emergency Coordination Centre.
5. No action lies against the Municipality with jurisdiction or any responding Municipality or a person acting under that Municipality's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the Emergency Management Act or regulations during a state of local emergency.
6. The requesting Municipality shall indemnify and save harmless each responding Municipality, its elected officials, officers, employees, agents, volunteers and contractors from and against any and all claims, demands, actions, causes of action, loss, costs, damages and expenses (including legal fees on a solicitor-client basis) in respect of, or in any way related to the provision of Emergency or Disaster response services under this Agreement and, without limiting the generality of the foregoing, any action taken or thing done, or failure to take action or do a thing under this Agreement, save and except where the responding Municipality was acting contrary to the direction of the Municipality that requested the Emergency or Disaster response.
7. All costs and expenses associated with responding to an incident shall be the responsibility of the Municipality where the incident occurs.
8. The Municipalities will comply with the requirements of all applicable Federal, Provincial and Municipal legislation.
9. This Agreement comes into force on the Commencement Date and shall be reviewed on the request of any Municipality or every two (2) years.
10. Any Municipality may withdraw from this Agreement by giving twenty-four (24) months written notice of intent to each of the other Municipalities. In that event, this Agreement shall otherwise continue in full force and effect between the remaining Municipalities and any investment in joint assets shall remain within the Red Deer Regional Management Partnership.
11. Municipalities cannot opt in or out of the Regional Framework for Emergency Management during an Emergency or Disaster.
12. Each of the Municipalities agrees to share emergency management related information.
13. Each of the Municipalities will strive to utilize common procedures, training, communication systems and technologies in accordance with the guidance provided by the Alberta Incident Management System.

14. This Agreement does not in any way amend or replace those agreements that may already be in existence or shall come into existence in the future between any of the Municipalities, as a whole or otherwise, with respect to the provision of emergency mutual aid, firefighting, or other services.
15. Any notice permitted or required by this Agreement shall be deemed to be given if delivered personally or sent by registered mail addressed to the Director of Emergency Management of a Municipality at its principal address. In the case of a postal strike or other disruption of service, personal delivery only shall be effective.

IN WITNESS WHEREOF the parties have hereto set their seals dully attested to by the hands of their properly authorized officers in that behalf effective as at the day and year first above written.

RED DEER COUNTY

Per: _____
Mayor

Per: _____
CAO

VILLAGE OF DELBURN

Per: _____
Mayor

Per: _____
CAO

TOWN OF INNISFAIL

Per: _____
Mayor

Per: _____
CAO

TOWN OF SYLVAN LAKE

Per: _____
Mayor

Per: _____
CAO

TOWN OF BOWDEN

Per: _____
Mayor

Per: _____
CAO

VILLAGE OF ELNORA

Per: _____
Mayor

Per: _____
CAO

TOWN OF PENHOLD

Per: _____
Mayor

Per: _____
CAO

CITY OF RED DEER

Per: _____
Mayor

Per: _____
CAO

Regular Council Meeting: March 13, 2023.	Agenda Item: 9.a.
Prepared by: Arno Glover	Approved By: CAO
Report Type: RFD	Attachment(s): 1. Municipal Emergency Management Bylaw 03 / 2023

9 Municipal Emergency Management Bylaw 03 / 2023

Background:

The attached draft Municipal Emergency Management Bylaw is submitted to Council as a Request for Decision.

This Bylaw repeals Municipal Emergency Management Bylaw 03 / 2020.

Bylaw 03 / 2020 requires revision subject to any decision being made to approve the Red Deer Regional Emergency Management Partnership Agreement submitted to Council as agenda item 8.b.

Legislative Requirement

(i)

The Local Authority Emergency Management Regulation sets out provisions for emergency management regulation.

Section 3 requires that a local authority shall, *"establish the local authority's emergency management agency by bylaw"*.

(ii)

With specific regard to an emergency management agency the regulation states (amongst other things) that the bylaw must:

- i. set out the responsibilities of the agency,
- ii. appoint a person as the director of emergency management,
- iii. indicate, if an agency is acting as the agent of more than one local authority, which local authorities the agency is acting as an agent for,
- iv. state that the agency is responsible for the administration of the local authority's emergency management program.

Amendments to Municipal Emergency Management Bylaw

(i)

Revisions to this Bylaw are required to encompass the Red Deer Regional Emergency Management Partnership Agreement (previously referenced as Red Deer County Joint Municipal Emergency Plan).

(ii)

Other amendments have made to bring the bylaw up to date as a process of continuous review of completeness and relevancy.

Amendments to the bylaw are highlighted in yellow on the attached document.

Strategic plan alignment:

There is no impact on the goals or aims stated within the Town of Bowden Strategic Plan 2022-2025.

Service level impacts:

The Municipal Emergency Management Bylaw has been updated to:

- i. include and endorse the Red Deer Regional Emergency Management Partnership Agreement,
- ii. ensure that the bylaw remains appropriate, relevant, and meaningful.

The Director of Emergency Management will be required to coordinate and develop a regional framework for emergency planning with the stated partners to the agreement.

Financial impacts:

None - costs are within normal operational expenditures of Council and Administration.

Alternative Actions:

That Council by resolution:

- i. adopt Municipal Emergency Management Bylaw 03 / 2023.
or
- ii. makes recommendations to Administration on any amendments as deemed necessary.

Recommended Action:

That Council:

- i. grants first reading to Municipal Emergency Management Bylaw 03 / 2023 as presented,
- ii. after second reading unanimously vote in favour of allowing a third reading,
- iii. adopt Municipal Emergency Management Bylaw 03 / 2023.

Proposed Motions:

Motion by Councillor _____ that Council give first reading to Municipal Emergency Management Bylaw 03 / 2023.

Motion by Councillor _____ that Council give second reading to Municipal Emergency Management Bylaw 03 / 2023.

Moved by Councillor _____ that Council unanimously give consideration to a third reading of Municipal Emergency Management Bylaw 03 / 2023.

Motion by Councillor _____ that Council give third and final reading to Municipal Emergency Management Bylaw 03 / 2023 and is adopted accordingly and made effective once duly signed.

or,

Motion by Councillor _____ that Council give first reading to Municipal Emergency Management Bylaw 03 / 2023.

Moved by Councillor _____ that Council direct Administration to make amendments to Municipal Emergency Management Bylaw 03 / 2023 to include _____

Future Action:

- i. Upon adoption of the bylaw, Administration to publish a copy of the bylaw on the Towns' website.
- ii. Administration to provide the Director of Emergency Management with a copy of the bylaw.



000024
Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

Town of Bowden – Province of Alberta

MUNICIPAL EMERGENCY MANAGEMENT BYLAW

03 /2023

Whereas the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 provides that a Council of a Municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property,

And whereas the Council of the Town of Bowden is responsible for the direction and control of its emergency response, and is required under the Emergency Management Act, RSA2000, Chapter E-6.8 (as amended over time) to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency,

And whereas it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed, and such an agency be established and maintained to carry out Council's statutory powers and obligations under the Emergency Management Act,

And whereas, Council of the Town of Bowden wishes to establish regulations and procedures to meet the obligations of the municipality under the Emergency Management Act and the Local Authority Emergency Management Regulation,

Now therefore, the Municipal Council of the Town of Bowden hereby enacts as follows.

1 SHORT TITLE

This bylaw may be known as, and cited as, the "Municipal Emergency Management Bylaw".

2 PURPOSE

This bylaw provides direction on emergency management roles and responsibilities in accordance with the requirements of Provincial legislation, including but not limited to the:

- i. Emergency Management Act, RSA2000, Chapter E-6.8 (November 2020),
- ii. Local Authority Emergency Management Regulation 203 / 2018 (January 2020),

and the,

- iii. Red Deer Regional Emergency Management Partnership Agreement.

3 DEFINITIONS

In this bylaw the following definitions apply:

Act

Means the Emergency Management Act, RSA2000, Chapter E-6.8. (as amended over time)

Alberta Emergency Management Agency

Means the Provincial Government Agency charged with the administration of the Emergency Management Act and the Local Authority Emergency Management Regulation.

Authorized Person

Means any person appointed by the CAO to act on behalf of the Town of Bowden.

Chief Administrative Officer (CAO)

Is the person appointed by Council into the position of Chief Administrative Officer for the Town of Bowden in accordance with the MGA and is the administrative head of the Municipality, and includes any person given designated responsibilities by the CAO.

Council

Means the duly elected Municipal Council of the Town of Bowden.

Director of Emergency Management (DEM)

Means the person appointed by Council, as defined in this bylaw, to act as liaison between Council, the Town and the Red Deer Regional Emergency Management Agency.

Disaster

Means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property or the environment.

Emergency

Means 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.

Emergency Advisory Committee

Means the Council Committee established under the Act and Town bylaw consisting of all appointed Councillors.

Emergency Management Team

Means personnel designated to respond to and manage emergencies within the Municipality.

MGA

Means the Municipal Government Act, RSA2000, Chapter M-26 (as amended over time).

Municipality (or Local Authority)

Means the Town of Bowden.

Person

Means any of the following:

- a) an individual
- b) a legal entity or business entity, including a firm, developer, contractor, association, partnership, society, or corporation.

Regulation

Means the Local Authority Emergency Management Regulation 203 / 2018 January 2020 (as amended over time).

Red Deer Regional Emergency Management Agency

Means an agency consisting of the Directors of Emergency Management from each of the municipalities within the Red Deer Regional Emergency Management Partnership.

Red Deer Regional Emergency Management Partnership

Means those municipalities who have entered into the Red Deer Regional Emergency Management Partnership Agreement for the purpose of organizing integrated emergency planning, training, assistance, and emergency operations programs.

Red Deer Regional Emergency Management Plan

Means the integrated emergency management plan, prepared by the Red Deer Regional Emergency Management Partnership to coordinate the response to an emergency or disaster.

State of Local Emergency

Means a declaration of a state of local emergency, made by resolution of the Municipality declared in accordance with section 21 of the Act and pursuant to this bylaw.

Town

Means the municipal corporation of the Town of Bowden.

Words (interpretation)

- i. "may" is to be interpreted as permissive (allowed but not obligatory, optional).
- ii. "must" is to be interpreted as imperative (obligatory, mandatory, required, unavoidable).
- iii. "shall" is to be interpreted as "must".
- iv. "should" is to be interpreted as a recommended (desirable, not required to conform).
- v. "including but not limited to" means when listing a number of items, does not limit the bylaw term to only those words or those items listed.

4 GOVERNING BODIES & RESPONSIBILITIES**4.1 Alberta Emergency Management Agency****4.1.1**

This is the Provincial Government Agency charged with the administration of the Emergency Management Act and the Local Authority Emergency Management Regulation.

The Minister will appoint a Director of the Agency.

4.1.2

The Minister or his / her representative may declare a State of Emergency relating to all or any part of Alberta, if satisfied that an emergency exists, in accordance with the provisions of the Emergency Management Act.

4.2 Emergency Advisory Committee**4.2.1**

The Emergency Advisory Committee is established by the Town of Bowden Council Committee Bylaw in accordance with the requirement of the Municipal Government Act and section 11 of the Emergency Management Act.

4.2.2

The purpose of the Emergency Advisory Committee is to:

- i. ensure that the Town provides resource to satisfy the requirements of the Emergency Management Act RSA2000, Chapter E-6.8,
- ii. review the Red Deer Regional Emergency Management Plan at least once a year and make recommendations to Council of any proposed changes to the plan or emergency programs or services,
- iii. liaison with the Director of Emergency Management in matters relating to the direction and control of duties and responsibilities and to ensure that emergency plans and programs are prepared, tested, and implemented in accordance with any Provincial statute or regulation, or agreement,
- iv. recommend the appointment of the Director of Emergency Management.

4.2.3

Council may on the advice of the Emergency Advisory Committee:

- i. borrow, levy, appropriate and make expenditures, without the consent of the electorate, any sums required for the operation of a municipal emergency plan or the Red Deer Regional Emergency Management Plan,
- ii. enter into an agreement with, and make payments to, persons or organizations for the provision of essential services for the ongoing development and maintenance of a municipal emergency plan or the Red Deer Regional Emergency Management Plan.

4.2.4

Members of the Emergency Advisory Committee Councillors shall complete any training as prescribed and in accordance with the requirements of any enactment or agreement regarding emergency management.

4.2.5

Meetings of the Emergency Advisory Committee will be chaired by the Mayor or in his / her absence the Deputy Mayor.

4.2.6

All meetings of the Emergency Advisory Committee will include the Director of Emergency Management (DEM) and any other persons, organizations and representatives as required or deemed necessary.

4.2.7

The Emergency Advisory Committee will meet as a minimum once every calendar year or as required or deemed necessary.

4.2.8

The Emergency Advisory Committee will review the Red Deer Regional Emergency Management Plan at least once every year.

4.3 Director of Emergency Management**4.3.1**

The Director of Emergency Management (DEM) will:

- i. liaise with the Alberta Emergency Management Agency (and any other regulatory body),
- ii. liaise with the Red Deer Regional Emergency Management Agency and its appointed representatives,
- iii. liaise with representatives of any other agency or organization that assists in the development or implementation of the Red Deer Regional Emergency Management Plan,

- iv. attend any meetings and complete any courses prescribed by the Red Deer Regional Emergency Management Agency as required.
- v. prepare the Municipal Emergency Plan and its programs,
- vi. appoint persons to the Emergency Management Team as deemed necessary.

4.3.2

The DEM has the responsibility for implementing and putting into operation emergency operations in accordance with:

- i. the Emergency Management Act, Regulation or Ministerial directives,
- ii. the direction of the municipal Emergency Advisory Committee,
- iii. the direction of the Red Deer Regional Emergency Management Agency,
- iv. this authority provided by this bylaw and any other part of any applicable or relevant Town bylaw, regulation, or policy.

The DEM will direct, control, and coordinate all emergency services and other resources used in an emergency or disaster.

4.3.3

The DEM may delegate powers to other authorized persons, organizations, contractors, inspectors or employees of the Town or neighbouring municipalities as deemed appropriate or necessary.

4.3.4

Without limitation, the DEM is empowered to make decisions, acting responsibly and in good faith, concerning any matter or thing which is necessary or appropriate for emergency management including the implementation and putting into effect:

- i. this bylaw,
- ii. the Red Deer Regional Emergency Management Plan,
- iii. any action as deemed necessary, or appropriate, that may not be stated but which fulfills the general provisions of this bylaw, and which is in the best interest of the community.

4.4 Emergency Management Team

4.4.1

The Emergency Management Team are persons appointed by the DEM to manage, assist, or respond to an emergency or disaster.

4.4.2

The DEM will appoint a Deputy Director(s) of Emergency Management (DDEM) to the Emergency Management Team.

The DDEM(s) will carry out the responsibilities of the DEM in that person's absence.

4.4.3

Any employee of the Town assigned responsibilities in respect to the implementation of the Red Deer Regional Emergency Management Plan must attend any meetings and complete any courses prescribed by the Red Deer Regional Emergency Management Agency as required or deemed necessary.

4.5 Emergency Management Agency

4.5.1

Subject to section 11 of the Act this bylaw hereby establishes an emergency management agency whose purpose is to, "subject to the regulations to act as the agent of the local authority in exercising the local authorities' powers and duties under this Act".

The emergency management agency is the Red Deer Regional Emergency Management Agency.

4.5.2

The Red Deer Regional Emergency Management Agency shall:

- i. utilize the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency in accordance with the Act,
- ii. and conduct those responsibilities as outlined in the Red Deer Regional Emergency Management Partnership agreement (as amended over time).

5 GENERAL PROVISIONS ON EMERGENCY MANAGEMENT

5.1 Joint Municipal Emergency Plan

The Town will collaborate with the other partnering communities within the Red Deer Regional Emergency Management Partnership to develop a joint Emergency Management Plan.

5.2

The Director of Emergency Management is responsible for the content and update of the Emergency Management Plan as appropriate and relevant to the Town.

5.3

The content of the emergency management plan must satisfy the requirements of section 4 of the Local Authority Emergency Management Regulation 203 / 2018. These provisions include:

- i. a description of the administration of the local authority's emergency management program,
- ii. the procedures for implementing the emergency plan during an emergency or exercise response,
- iii. the local authority's plan for preparedness, response, and recovery activities,
- iv. a hazard and risk assessment,
- v. emergency management program exercises that the local authority will engage in,
- vi. the local authority emergency management agency's plan for regular review and maintenance of the local authority's emergency plan,
- vii. the local authority emergency management agency's plan for the review and maintenance of the local authority's emergency plan after an exercise, emergency, or disaster,
- viii. how the command, control and coordination system prescribed by section 3(3) will be used by the local authority's emergency management agency,
- ix. the assignment of responsibilities to local authority employees and elected officials, by position, respecting the implementation of the local authority's emergency plan,
- x. a training plan for staff assigned with responsibilities under the local authority's emergency plan,
- xi. the mechanisms that will be used to prepare and maintain an emergency management staff contact list for employees and elected officials who have been assigned responsibilities respecting the implementation of the local authority's emergency plan,
- xii. the local authority's plan for communications, public alerts and notifications during exercises, emergencies and disasters, and the local authority's plan for providing emergency social services during an emergency or disaster.

5.4 Activation of an Emergency Plan

An emergency management plan may be activated in part or whole:

- i. on declaration of a Provincial State of Emergency in accordance with the Emergency Management Act,

- ii. on order by the Minister or the Regional Health Authority of a declaration of a state of public health emergency in accordance with the Public Health Act,
- iii. by the Director of Emergency Management when an emergency situation occurs that requires a coordinated and controlled response by the Town or municipal agencies,
- iv. on declaration of a State of Local Emergency in accordance with the procedures contained within this bylaw.

5.5

The Director of Emergency Management is responsible for the direction and control of the municipal emergency response unless the Government of Alberta (or other agency) assumes direction and control under the Emergency Management Act, the Public Health Act or any other enactment or agreement.

5.6

When an emergency plan is activated, coordination of emergency response is delegated to the:

- i. **Director of Emergency Management**
The Director or designate will act on behalf of the Mayor as the coordinator of all emergency services and resources used in the emergency.
- ii. **Incident Commander**
The Director of Emergency Management may appoint an Incident Commander who will establish an Incident Command Post (ICP) to manage and coordinate the overall emergency response operations.
- iii. **Emergency Coordination Centre (ECC)**
An ECC may be established under the management of the Director of Emergency Management.

5.7

The Emergency Management Team may fill roles in either the ECC or ICP based upon the requirements of the emergency, in accordance with the principles of the Incident Command System.

6 STATE OF LOCAL EMERGENCY

6.1 Declaration

The Town may, at any time when it is satisfied that an emergency exists, or may exist within municipality, by resolution make a declaration of a State of Local Emergency relating to all or any part of the municipality in accordance with Section 21 of the Act.

6.2 Requirements under the Act

A declaration, renewal or cancellation of a State of Local Emergency shall be made in accordance with the Act, and specifically:

- i. the declaration, renewal or termination must be made by resolution for which notice under sections 194 to 196 of the Municipal Government Act is not required,
- ii. all members of Council shall be notified of the declaration, renewal or termination as soon as practicable,
- iii. the declaration must identify the nature of the Emergency and the area of the Town in which it exists,
- iv. the details of the declaration shall be published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected the contents of the declaration,
- v. notification of the declaration must be given to the Alberta Emergency Management Agency and the Minister

6.3 Authority to make a Declaration

The Mayor acting alone constitutes a quorum of the Emergency Advisory Committee for the purpose of making a decision to declare, renew or cancel a State of Local Emergency or expand or reduce the part of the municipality to which a State of Local Emergency applies.

If the Mayor is not available or incapacitated, then the Deputy Mayor acting alone may exercise this authority.

If no delegation of authority exists, then any two (2) Council members acting together may exercise this authority and by resolution make a declaration of a State of Local Emergency.

6.4 Action

Upon declaration of a State of Local Emergency, the local authority is responsible for the co-ordination and implementation of the necessary plans or programs prepared in accordance with the Act, this bylaw and other enactment **or agreement**, including:

- i. exercise any power given by the Minister in relation to the part of the municipality affected by the declaration,
- ii. putting into effect **any emergency plan** or operation,
- iii. acquiring and / or utilizing any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster,
- iv. authorizing or requiring any person to render aid of a type he or she is qualified to provide,
- v. controlling or prohibiting travel to or from any area of the Town,
- vi. providing for the restoration of essential facilities and the distribution of essential supplies and provide, maintaining and coordinating emergency medical, welfare and other essential services in any part of the Town,
- vii. evacuating persons and / or livestock or personal property from any area of the Town that is or may be affected by a disaster and making arrangements for the adequate care and protection of those persons or livestock and personal property,
- viii. authorizing the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program,
- ix. removing any trees, structures or crops if the 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,
- x. procuring and / or fixing prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the Town for the duration of the state of emergency,
- xi. authorizing the conscription of persons needed to meet an emergency,
- xii. authorizing any persons at any time to exercise, in the operation of **any emergency plan** and related plans or programs, any power specified in (ii) to (x) in relation to any part of the municipality affected by a declaration of a state of local emergency.

6.5 Ending a State of Local Emergency

When, in the opinion of the local authority declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, the local authority shall, by resolution, terminate the declaration.

A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:

- i. a resolution is passed,
- ii. a period of seven days has lapsed since it was declared, unless it is renewed by resolution,
- iii. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area,
- iv. the Minister cancels the state of local emergency.

When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

7 LIMITS OF LIABILITY

7.1

No action may be taken against the Town, or any Designated Officer, or any member of Council or the Director of Emergency Management or any person acting under the Town's direction or authorization for anything done or omitted to be done in good faith while carrying out a power, obligation or duty under the Act, this bylaw, or the Red Deer Regional Emergency Management Plan (including exercising any powers during a declared state of local emergency).

7.2

Any penalty or order issued under this bylaw shall not affect or remove in full or part any liability for claims or damages that may arise under a civil action brought to a Court in relation to an offence committed under this bylaw or any other enactment.

7.3 Right of Appeal

Any person who considers themselves to be aggrieved by a decision of the CAO (or a Designated Officer) made under this bylaw may appeal the decision to Council, in accordance with the procedures outlined in the Council Procedural Bylaw 08 / 2020 (as amended over time).

The Council's decision in respect of an appeal will be final and binding.

8 APPLICABILITY

8.1

This bylaw applies to all persons resident or present within the Town of Bowden municipal boundaries.

8.2

No person shall obstruct, hinder, or interfere with any person while exercising or performing their duties or powers pursuant to the provisions of this bylaw, or any other enactment.

8.3

Exceptions (either permanent or temporary) to any provision within this bylaw:

- i. are at the discretion of the CAO, due to special circumstances, arrangements or need,
- ii. are as stated in this bylaw,
- iii. may apply to any Designated Officer or person acting under authority, or agreement or in the normal course of their official duties, for example: Directors of Emergency Management, Peace Officers, RCMP, Fire Department.

8.4

Nothing in this bylaw relieves a person from:

- i. complying with the provision of any federal, provincial, municipal law or regulation,
- ii. any requirement of any lawful permit, order, or licence,
- iii. any fine, charge, fee or rate charge made by any other federal or provincial legislation or regulatory body.

Any person who contravenes any provision of this bylaw, by doing any act or thing which is prohibited, or by failing to do any act or thing that is required, is guilty of an offence in accordance with this bylaw.

8.5

All references in this bylaw to an act, statute, regulation, or other bylaw refer to the current version of that enactment, as amended or replaced from time to time including all successor legislation.

8.6

All schedules attached to this bylaw form part of this bylaw.

9 SEVERABILITY

Every provision of this bylaw is independent of all other provisions. 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.

Nothing in this bylaw relieves a person from complying with any provision of any Federal, Provincial, or municipal law or regulation or any requirement of any lawful permit, order, or licence.

10 BYLAW PRECEDENCE

This bylaw supersedes and takes precedence over all previously passed bylaws that make reference to municipal emergency management, emergency planning and appointed positions, persons or bodies.

Bylaw **03 / 2020** and all amendments thereto are hereby repealed.

Schedules attached to this bylaw:

Schedule A Appointments.

This bylaw and the attached schedule will come into effect on the final day of passing and signature thereof.

Read a first time in open council this 13th day of March 2023,
Read a second time in open council this 13th day of March 2023,
and finally passed by unanimous consent of the Councillor's present.
Read a third time in open council this 13th day of March 2023.

 Robb Stuart, Mayor

 Rudy Friesen, Chief Administrative Officer

Municipal Emergency Management Bylaw SCHEDULE A Appointments, Committees & Agencies

A1

Director of Emergency Management (DEM)

The person appointed by resolution of Council is the:

Chief Administrative Officer

A2

Emergency Advisory Committee

The Emergency Advisory Committee established by bylaw consists of:

All members of Town Council

A3

Emergency Management Agency

The partnership body established under this bylaw and appointed by Council is the Red Deer Regional Emergency Management Partnership consisting of the following municipalities:

City of Red Deer
Red Deer County
Town of Bowden
Town of Sylvan Lake
Town of Penhold
Town of Innisfail
Village of Delburne
Village of Elnora

and other organizations and representatives as required, including but not limited to:

Alberta Environment
Red Deer County Protective Services
Emergency Management Alberta
Royal Canadian Mounted Police
Emergency Medical Services Providers
School Divisions
Utility Providers
Canadian Red Cross

Regular Council Meeting: March 13, 2023.	Agenda Item: 12.a
Prepared by: Arno Glover	Approved By: CAO
Report Type: Information	Attachment(s): CAO's Report

Content:**12**

- a. **CAO's Report**
(attached)
- b. **Council Committee Reports**
No reports submitted.
- c. **Society & Other Reports**
No reports submitted.

Alternative Motions:

Motion by Councillor _____ that Council accepts the submitted report as information.

or

Motion by Councillor _____ that Council directs Administration to _____.

Regular Council Meeting: March 13, 2023.	Agenda Item: 12.a
Prepared by: Rudy Friesen	Approved By: n/a
Report Type: Information	Attachment(s):

1 Provincial Budget

Mayor Stuart and I were guests of Speaker Nathan Cooper at the presentation of the province's 2023 budget on February 28th at the Legislature in Edmonton. Following the session, we also had the opportunity to meet informally with Minister of Agriculture and Irrigation, Nate Horner, regarding agrifood processing opportunities for our Region.

2 Municipal Support

The day following the announcement of the Provincial budget I was able to participate in a virtual Town Hall meeting with Rebecca Schulz.

She shared some positive news regarding the benefits to Alberta municipalities as a result of the budget, including an increase in operating grant funds and details of the capital funding model to be rolled out in 2024.

3 LGAA

I was pleased to participate as a panellist during a Local Government Administrators Association webinar to discuss the various components in consideration of CAO Contracts.

I participated along with Lawyer Michael Aasen, McLennan Ross, Ryan Leuzinger, CAO at Three Hills, and Laura Swain, CAO, Parkland County.

4 Business Attraction

We continue to gather information in an effort to develop a strategy to attract economic development interest to Bowden.

Virtual meetings were held last week with officials from Transportation and Economic Corridors, Alberta Economic Development and Alberta Agriculture.

Conversations are upcoming with provincial officials from Invest Alberta.

Communication is ongoing with Central Alberta Economic Partnership as well.