

**CITY OF PITT MEADOWS
EMERGENCY PROGRAM BYLAW
BYLAW NO. 2813, 2018**

A Bylaw of the City of Pitt Meadows to provide for a
comprehensive program of emergency planning and management.

WHEREAS, pursuant to the *Emergency Program Act*, Council is required to prepare local emergency plans respecting preparation for, response to and recovery from emergencies and disasters;

NOW THEREFORE, the Council of the City of Pitt Meadows in open meeting assembled, ENACTS AS FOLLOWS:

PART I – INTERPRETATION

Citation/Title

1. This Bylaw may be cited as the "City of Pitt Meadows Emergency Program Bylaw No. 2813,2018.

Definitions

2. In this bylaw:

“**Act**” means the *Emergency Program Act*.

“**BCEMS**” means British Columbia Emergency Management System a recognized standard system for emergency response, mandated for use within the Government of B.C. and recommended to local authorities.

“**Chief Administrative Officer**” means that person appointed by Council as the Chief Administrative Officer or his/her designate;

“**Council**” means the municipal council of the City of Pitt Meadows;

“**City**” means City of Pitt Meadows;

“**Declaration of A State of Local Emergency**” means a declaration, pursuant to the *Act* by the Council or the Mayor that an emergency or disaster exists or is imminent.

“**EOC**” means the Emergency Operations Centre as defined in the Emergency Program or such other facility as may be designated from time to time as the EOC;

“**Emergency Operations Centre**” (**EOC**) is a central command and control facility responsible for carrying out the principles of emergency preparedness

**CITY OF PITT MEADOWS
EMERGENCY PROGRAM BYLAW
BYLAW NO. 2813, 2018**

and emergency management, or disaster management functions at a strategic level during an emergency, and ensuring the continuity of operations of the organization.

“Emergency Operations Centre Director” is ultimately responsible for making key decisions on behalf of the EOC. He / she does this in consultation with the EOC Management Team, Incident Commander(s) and the EOC Policy Group

"Emergency Program" means the organization, plans and procedures established within the City for combating emergencies and disasters, including the procedures set out in this Bylaw;

“Local Authority” means the Council for the City of Pitt Meadows;

"Mayor" means that person elected Mayor at the last municipal election or a person designated by the municipal council to *act* in the capacity of Mayor in the Mayor's absence;

"City" means all of the area within the boundaries of the City of Pitt Meadows; and

PART II – ADMINISTRATION

Emergency Management Program

3.1 The Council hereby delegates the responsibilities placed upon it by the *Act*, except for the declaration of a state of local emergency, to the Emergency Management Program who will follow BCEMS.

3.2 The Emergency Executive Management Committee shall meet to develop and implement emergency plans and other preparedness, response and recovery measures for emergencies and disasters. The Emergency Executive Management Committee shall consist of:

- a) the Chief Administrative Officer; and
- b) the Corporate Leadership Team of the City; and
- c) the Emergency Program Coordinator.

**CITY OF PITT MEADOWS
EMERGENCY PROGRAM BYLAW
BYLAW NO. 2813, 2018**

3.3 The Emergency Executive Management Committee will be responsible for the following:

- a) Preparing an Emergency Response & Recovery Plan based on the principles of the BCEMS. Such plan shall provide a general direction and framework that covers mitigation, prevention, preparedness, response and recovery plans within which the Emergency Management Program can formulate roles and responsibilities to deal with emergencies and disasters. Minor amendments, such as names, addresses and telephone numbers in the emergency response plan may be approved by the Emergency Program Coordinator.
- b) Heads of departments/services detailed in the Emergency Program shall prepare detailed departmental roles, responsibilities and procedures containing information and direction specific to their departments/services. These will be supplementary to that contained in the Emergency Program.
- c) Subject to the final approval of Council, negotiating agreements with other municipalities or governments for the purpose of mutual aid or for the formation of joint organizations.
- d) Establishing such sub-committees or working groups as it deems necessary to carry out its duties and obligations.
- e) Submitting annually to Council a Business Plan as part of the City's business planning process.

Emergency Program Coordinator

4. The Chief Administrative Officer shall appoint an individual to act as Emergency Program Coordinator.

PART III – IMPLEMENTATION OF EMERGENCY PROGRAM

5. Pursuant to the *Act*, the Chief Administrative Officer/EOC Director may, whether or not a state of local emergency has been declared under *The Act*, implement all or portions of the City's Emergency Program, if, in the opinion of the Chief Administrative Officer an emergency exists or appears imminent or a disaster has occurred within the boundaries of the City.

**CITY OF PITT MEADOWS
EMERGENCY PROGRAM BYLAW
BYLAW NO. 2813, 2018**

6. Pursuant to the *Act*, upon issuance of a Declaration of a State of Local Emergency, the Chief Administrative Officer will activate whatever portions of the Emergency Program are required to resolve, mitigate and recover from the conditions which led to the Declaration of State of Local Emergency.

Severability

7. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed invalid.

Repeal

8. City of Pitt Meadows Emergency Program Bylaw No. 1610, as amended hereto is hereby repealed in its entirety.

READ a FIRST, SECOND and THIRD time the 24th day of July, 2018.

ADOPTED the 4th day of September, 2018.

"Original signed by John Becker"
Mayor, John Becker

"Original signed by Tina Penney"
Corporate Officer, Tina Penney