

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5690

A bylaw to regulate the administration and operation of the Shuswap Emergency Program (SEP) of the Columbia Shuswap Regional District.

WHEREAS the Columbia Shuswap Regional District has, by Emergency Programs (Emergency Program Act) Extended Service Bylaw No. 5061, established the extended service of Emergency Programs for the Columbia Shuswap Regional District,

AND WHEREAS the Board wishes to allow for differing service delivery methods in the three sub-regions comprising the Columbia Shuswap Regional District,

AND WHEREAS the Columbia Shuswap Regional District Board wishes to provide a comprehensive management framework for the Shuswap Sub-region to coordinate preparedness for, response to and recovery from emergencies and disasters,

AND WHEREAS under the Emergency Program Act, the Board may delegate any of its powers and duties to an emergency management organization except the power to declare a state of local emergency,

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 5310, cited as "Shuswap Sub-region Emergency Management Program (SEMP) Regulatory Bylaw No. 5310" is hereby repealed.

INTERPRETATION

2. In this bylaw:

- (a) "**Act**" means Emergency Program Act;
- (b) "**Board**" means the Municipal and Electoral Area Directors of the Columbia Shuswap Regional District;
- (c) "**Declaration of a state of local emergency**" means a declaration of the Regional District Board or the Chairman that an emergency exists or is imminent in Electoral Areas "C", "D", "E", or "F" of the Regional District, or a declaration of the municipal Council or Mayor that an emergency exists or is imminent in either the City of Salmon Arm, or the District of Sicamous;
- (d) "**Disaster**" means a calamity that:
 - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature; and
 - (ii) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property.

- (e) **“Emergency”** means a present or imminent event that:
 - (i) is caused by accident, fire, explosion or technical failure or by the forces of nature; and
 - (ii) requires prompt coordination of action or special regulation of persons or property, to protect the health, safety or welfare of people or to limit damage to property.
 - (f) **“Emergency Advisory Committee”** means the SEP Emergency Advisory Committee, as established under Section (11) of this bylaw;
 - (g) **“Emergency Operations Centre or EOC”** means a facility set up to coordinate overall agency and jurisdictional activities, and provide support during an emergency response;
 - (h) **“Emergency Program Coordinator”** means any person so appointed by the Board to coordinate the Shuswap Emergency Program;
 - (i) **“Emergency Response and Recovery Plan”** means the local emergency plan required to be prepared, established and maintained under Section 6 of the Act, and referred to in Section 13 of this bylaw;
 - (j) **“SEP”** means the Shuswap Emergency Program, which is applicable to the Shuswap sub-region established by Bylaw No. 5061 and consists of Electoral Areas ‘C’, ‘D’, ‘E’, and ‘F’; and the City of Salmon Arm and the District of Sicamous;
 - (k) **“SEP Executive Committee”** means the SEP Executive Committee, as established under Section (5) of this bylaw;
3. This bylaw shall be construed in accordance with the Emergency Program Act (1996), RSBC Chapter 111 and all Regulations made thereunder.

ADMINISTRATION

4. The Participating Local Authorities are the Board of the Columbia Shuswap Regional District and the Councils of the City of Salmon Arm and the District of Sicamous.
5. There is an established SEP Executive Committee that is composed of:
- (a) the Director of Electoral Area “C”;
 - (b) the Director of Electoral Area “D”;
 - (c) the Director of Electoral Area “E”;
 - (d) the Director of Electoral Area “F”;
 - (e) the Mayor from the City of Salmon Arm;
 - (f) one Councilor appointed from the City of Salmon Arm; and
 - (g) the Mayor from the District of Sicamous.

Each representative of the SEP Executive Committee shall have only one vote on matters decided by the Committee.

6. A Chair and Vice Chair of the SEP Executive Committee shall be chosen on an annual basis from amongst the representatives of the Committee.
7. The Board shall, by and on the advice of the SEP Executive Committee, appoint an Emergency Program Coordinator to facilitate emergency preparedness, response and recovery measures.
8. Subject to the approval of the Board, the SEP Executive Committee may:
 - (a) make and amend its terms of reference, policies and procedures;
 - (b) recommend entering into agreements with other regional districts or municipalities for the purpose of emergency assistance or the formulation of coordinated emergency preparedness, response or recovery; and
 - (c) recommend entering into agreements with individuals, bodies, corporations or other non-government agencies for the provision of goods or services.

DUTIES AND RESPONSIBILITIES

9. The SEP Executive Committee, with the assistance of the Emergency Advisory Committee, shall prepare and present to the Board for annual review and approval:
 - (a) a list of hazards to which the participating areas are subject to and which also indicates the relative risk of occurrence;
 - (b) plans respecting the preparation for, response to and recovery from emergencies and disasters, which include:
 - (i) a periodic review and updating of plans and procedures;
 - (ii) a program of emergency exercises;
 - (iii) a training program;
 - (iv) procedures by which physical and financial emergency resources or assistance may be obtained;
 - (v) procedures by which emergency plans are to be implemented;
 - (vi) warning procedures to those persons who may be harmed or suffer loss in an emergency or disaster;
 - (vii) procedures to co-ordinate the provision of food, clothing, shelter, transportation and medical service to victims of emergencies and disasters, whether that provision is made from within or outside of the participating area; and
 - (viii) procedures to establish the priorities for restoring essential services provided by the participating jurisdictions, or recommend priorities to other service providers that are interrupted during an emergency or disaster.
10. The SEP Executive Committee will:
 - (a) meet on at least two occasions per year to discuss the status of SEP initiatives, training, exercises and other emergency preparedness activities;
 - (b) provide policy guidance and direction to the Emergency Program Coordinator, and such other sub-committees and working groups established under this bylaw; and
 - (c) recommend an annual SEP budget to the Board for approval.

11. There shall be an established Emergency Advisory Committee (EAC) to be comprised of:
 - (a) the Emergency Program Coordinator;
 - (b) representatives of agencies or groups that have an emergency response role within the Shuswap sub region; and
12. the Emergency Advisory Committee will provide recommendations to the SEP Executive Committee to:
 - (a) maintain, test, evaluate and improve the program;
 - (b) promote mutual understanding between the participating local authorities and emergency response agencies with respect to emergency roles and responsibilities; and
 - (c) categorize and prioritize any cross jurisdiction emergency response issues.

IMPLEMENTATION OF THE EMERGENCY RESPONSE AND RECOVERY PLAN

13. The Board, respective Councils, Board Chair, Mayor(s), Emergency Program Coordinator, or any other person so designated in the Emergency Response and Recovery Plan, may, whether or not a state of local emergency has been declared, cause the Emergency Plan to be implemented.

LIABILITY

14. As enabled by the Act, no person, including, without limitation, the Regional District, the City of Salmon Arm, the District of Sicamous, the Directors of the Board, the Members of Council, members of the Shuswap Emergency Program, including employees, volunteers, and any other person appointed, authorized or required to carry out measures relating to emergencies or disasters, is liable for any loss, cost, expenses, damages or injury to persons or property that result from:
 - (a) the person in good faith doing or omitting to do any act that the person is appointed, authorized or required to do under this Bylaw, unless, in doing or omitting to do the act, the person was grossly negligent; or
 - (b) any acts done or omitted to be done by one or more of the persons who were, under the Act or this Bylaw, appointed, authorized or required by the person to do the acts, unless in appointing, authorizing or requiring those persons to do the acts, the person was not acting in good faith.

CITATION


15. This bylaw shall be cited as "Shuswap Emergency Program (SEP) Regulatory Bylaw No. 5690".

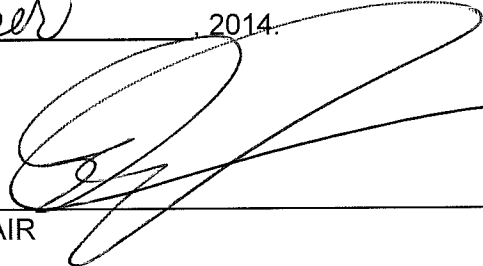
READ a first time this 18th day of September, 2014.

READ a second time this 18th day of September, 2014.

READ a third time this 18th day of September, 2014.

ADOPTED this 18th day of September, 2014.


CORPORATE OFFICER


CHAIR

CERTIFIED a true copy of
Bylaw No. 5690, as adopted.

Deputy Manager of Corporate
Administration Services