

**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1526, 2019**

**A bylaw to regulate the Emergency Management Program**

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**WHEREAS** the Board of Directors of the Fraser Valley Regional District (“the Board”) has, by *Fraser Valley Regional District Emergency Management Program Extended Service Area Establishment Bylaw No. 0136, 1997* established a regional emergency program service for all Electoral Areas:

**AND WHEREAS** the Board has also established separate service areas in each Electoral Area for the purpose of providing programs in preparation for emergencies;

**AND WHEREAS** the Board wishes to provide a comprehensive management program to prepare for, respond to and recover from emergencies and disasters;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw shall be cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**2) DEFINITIONS**

In this bylaw:

“**Act**” means the Emergency Program Act and associated Regulations and any amendments and replacements thereto. Unless otherwise specifically stated, the words used in this bylaw shall have the same meaning as words have in the Act;

“**Board**” means the Fraser Valley Regional District Board of Directors;

“**Chair**” means that person elected by the Board as Chair, or in the absence of the Chair, the person elected as Vice-Chair;

“**Emergency Coordinator**” means that person appointed by the Board, under Section 6.1, as head of the emergency management program.

“**Emergency Management Organization**” means the organization responsible for the development and implementation of emergency plans and other preparedness, response and recovery measures for emergencies and disasters within the Fraser Valley Regional District (FVRD) Electoral Areas;

“**Emergency Operations Centre Director**” means that person responsible for the overall management of the Emergency Operations Centre as described in the FVRD Emergency Plan.

**“Emergency Plan”** means the overall FVRD plan which provides a comprehensive emergency management framework to develop, coordinate and manage emergency planning, preparedness, response and recovery within FVRD Electoral Areas.

**“Emergency Program”** means emergency plans and other preparedness, response and recovery measures for emergencies and disasters. The Emergency Program will be implemented, structured and maintained according to the Emergency Plan.

### **3. EMERGENCY MANAGEMENT ORGANIZATION**

- 3.1 In accordance with the provisions of the Act, an Emergency Management Organization is hereby established and charged with the development and implementation of the Emergency Program.
- 3.2 The Emergency Management Organization consists of the Board, the Emergency Management Executive Committee and the Emergency Coordinator as described in Sections 5 and 6 of this bylaw.

### **4. THE BOARD**

- 4.1 The Board is responsible for:
  - a) the declaration of a state of local emergency under the Act and the rescinding of the declaration once the need for it has passed;
  - b) authorizing the use of emergency powers available under the Act, as required, and to monitor the use of such powers;
  - c) establishing any emergency policies necessary to facilitate the response to an emergency or disaster;
  - d) ensuring that sufficient budget, staff and resources are provided to maintain an essential level of emergency program preparedness.
- 4.2 Despite Section 4.1, the Chair may carry out the responsibilities specified in Sections 4.1 a) and b) where, because of circumstances of an emergency or disaster, it is not possible to assemble a quorum of the Board, and provided the Chair has made every effort to obtain the consent of the other members of the Board. The Chair must, as soon as practicable after making such declaration, convene a meeting of the Board to assist in directing the response to the emergency.
- 4.3 The Board hereby delegates its powers and duties under the Act, outside of those listed in Section 4.1 of this bylaw, to the Emergency Management Executive Committee as per Section 5 of this bylaw.

## **5. EMERGENCY MANAGEMENT EXECUTIVE COMMITTEE**

- 5.1 The Emergency Management Executive Committee (“the Executive Committee”) is accountable to the Board and is comprised of;
- a) the Chief Administrative Officer;
  - b) all Departmental Directors;
  - c) the Manager of Information Technology and GIS;
  - d) the Manager of Corporate Administration;
  - e) the Manager of Electoral Area Emergency Services; and
  - f) the Emergency Management Specialist.
- 5.2 The Executive Committee must:
- a) provide policy direction, strategic direction and oversight to the Emergency Program;
  - b) finalize the annual strategic plan and budgets for presentation to the Board;
  - c) develop and implement the Emergency Program and Emergency Plan;
  - d) evaluate the progress of the Emergency Program annually;
  - e) maintain a staffing and support plan for the Emergency Operations Centre.
- 5.3 The Executive Committee may:
- a) establish sub-committees and work groups as deemed necessary; and
  - b) subject to the approval of the Board, make and amend its terms of reference, policies and procedures;
  - c) after a declaration of local emergency has been made, do all acts and implement all procedures considered necessary to prevent, respond to or alleviate the effects of an emergency or disaster, including any of the powers available to the Board under Section 13(1) of the Act, with the exception of those listed in Section 4.1 which are the sole responsibility of the Board.

## **6. EMERGENCY COORDINATOR**

- 6.1 The Manager of Electoral Area Emergency Services is hereby appointed as the Emergency Coordinator and as head of the Emergency Program.
- 6.2 The Emergency Coordinator is accountable to the Executive Committee and is responsible for:
- a) providing leadership to and administration for the Emergency Program;
  - b) coordinating and/or supervising any sub-committees or work groups;
  - c) developing a strategic plan, action plans and budgets;
  - d) maintaining all emergency plans and documentation;

- e) maintaining and coordinating a training and exercise program;
- f) coordinating with other governments, non-government agencies, First Nations and the private sector;
- g) establishing and maintaining Emergency Operations Centres (“EOC”);
- h) establishing, coordinating and supporting volunteer programs;
- i) day to day management of the Emergency Program;

**7. SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**8. REPEAL**

*Fraser Valley Regional District Emergency Measures Regulatory Bylaw No. 0127, 1997* and any amendments thereto are hereby repealed.

**9. READINGS AND ADOPTION**

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

ADOPTED THIS

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Chair/Vice-Chair

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Corporate Officer/Deputy

**10. CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on the . Dated at Chilliwack, BC this

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Corporate Officer/Deputy