

EMERGENCY ADVISORY COMMITTEE MEETING MINUTES

January 14, 2020
1:00 p.m.
Council Chamber
401 Festival Lane
Sherwood Park, AB

Members Present:
(Voting members)

Rod Frank
Robert Parks
Dave Anderson
Brian Botterill
Bill Tonita
Paul Smith
Linton Delaine

(Non-voting members)

Gord Johnston
Jeff Hutton
Gordon George
Bev Fowler

Members Absent:

Glen Lawrence (voting member)
Katie Berghofer (voting member)

Other members of Strathcona County
Administration present: (Non-voting)

Jason Pascoe
Lori Prediger
Sherri-Dawn Annett
Sandy Bugeja
Lana Dyrland

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m.

2. ADDITIONS/ DELETIONS/ CHANGES TO AGENDA & ADOPTION OF AGENDA

Moved by: L. Delaine

THAT the January 14, 2020 Emergency Advisory Committee meeting agenda be adopted as presented.

In Favour (7): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith and L. Delaine
Carried

4. KEY LEGISLATION

4.1 Alberta Emergency Management Act (2018)

The Committee received a presentation on Emergency Management definitions, priorities, responsibilities, and the powers granted under the Alberta Emergency Management Act (EM Act) when a State of Local Emergency (SOLE) is declared.

4.2 Local Authority Emergency Management Regulations (2018)

The Committee received a presentation on the 2019 Emergency Management Audit (conducted by the Alberta Emergency Management Agency (AEMA)) with focus on the Strathcona County Emergency Management Bylaw 17-2018, and the alignment with the Local Authority Emergency Management Regulations (LAEMR).

Moved by: P. Smith

THAT formal training in Emergency Management be offered to Elected Officials in 2020.

In Favour (7): R. Frank, R. Parks, D. Anderson, B. Botterill, B. Tonita, P. Smith and L. Delainey
Carried

4.3 Bylaw 17-2018 Emergency Management Bylaw

The Committee discussed the alignment of Bylaw 17-2018 with the Emergency Management Act and were provided with an overview of sections of Bylaw 17-2018; Emergency Management Bylaw, pertaining to the delegation of authority to the Fire Chief and Assistant Fire Chief.

5. EMERGENCY ADVISORY COMMITTEE

5.1 Responsibilities

The Committee reviewed their responsibilities as the Emergency Advisory Committee (EAC) prior to and during a disaster.

5.2 Declaring a State of Local Emergency

The Committee reviewed the protocols and triggers to consider when declaring a State of Local Emergency (SOLE), as well as the termination of SOLE, and the responsibilities surrounding information management and media during the recovery phase.

6. STRATHCONA COUNTY EMERGENCY MANAGEMENT AGENCY

6.1 The role of the Strathcona County Emergency Management Agency

The Committee reviewed the role of the Strathcona County Emergency Management Agency (SCEMA), and the responsibilities of the Emergency Operations Centre (EOC) in planning and managing community recovery.

6.2 Municipal Emergency Plan

The Committee received a presentation on the current Municipal Emergency Plan (MEP) and discussed an updated plan to come forward in the fall of 2020.

7. EMERGENCY SOCIAL SERVICES UPDATE

7.1 The Committee received an overview of Emergency Social Services (ESS) program.

8. STRATHCONA COUNTY EMERGENCY MANAGEMENT AGENCY 2020 PROGRAM

8.1 Planned Training

The Committee discussed plans for both individual and collective training (EMX20 provincial exercise participation, regional training).

8.2 Emergency Operations Centre activations

The Committee discussed plans to partially activate Emergency Operations Centre (EOC) to leverage opportunity for real event practice.

8.3 Emergency Advisory Committee notifications

The Committee discussed plans to notify Emergency Advisory Committee (EAC) more frequently as a practice.

8.4 Review of Incident Implementation plans

The Committee reviewed the governance role in circumstances such as the parkade incident.

9. ADJOURNMENT

The Chair declared the meeting adjourned at 2:15 p.m.

Chair

Administrative Representative