


VILLAGE OF PORT CLEMENTS  
PROVINCE OF BRITISH COLUMBIA  
EMERGENCY PROGRAMME BY-LAW NO. 80

*A true copy of By-Law No. 80  
registered in the office of the Inspector  
of Municipalities this 15<sup>th</sup> day of  
May 1981.*

  
Deputy Inspector of Municipalities

The Municipal Council of the Village of Port Clements considers it provident and necessary to establish an Emergency Programme By-law for the purpose of preparing in advance to limit the injurious and adverse effects of emergencies if and when they occur.

The Council also considers it provident and necessary that an Emergency Programme Guide be prepared by existing municipal department and supporting agencies to meet any emergency that may occur within the Village of Port Clements.

Therefore the Council of the Village of Port Clements in open meeting enacts as follows:

"That this By-law be cited for all purposes as the Emergency Programme By-law No. 80".

SECTION 1

The object of this By-law is to ensure the continuity of the government of the Village of Port Clements during emergencies. This includes the maintenance of law and order, the saving of life, the protection of the health and welfare of the citizens present in the Village of Port Clements and the preservation of property.

SECTION 2

Authority is vested in the Mayor and Council to act promptly and effectively to meet and deal with any emergency, and to put into action the Emergency Programme Guide for the Village of Port Clements.

SECTION 3

Salaries, honoraria, accounting, budgeting, auditing, personnel, administration, contracting and administrative procedures of the Emergency Programme Organization of the Village of Port Clements shall be in accordance with existing By-laws, regulations and resolutions of the Village of Port Clements.

SECTION 4

There shall be an Emergency Programme Committee consisting of the Mayor and two Aldermen. The chairman of the Executive Committee shall be the Mayor or, in his absence, the Acting Mayor. The Committee will appoint a Recording Secretary.

SECTION 5

Subject to the approval of the Council, the Executive Committee may:

- (a) Negotiate agreements with other Municipalities and Regional Districts for the purpose of mutual aid or for the formation of joint organizations with Federal or Provincial governments.
- (b) Enter into agreement with agencies other than government for the employment of their members within the Emergency Programme according to their qualifications.

SECTION 6

The Executive Committee will, with the agreement of the Regional Director, Provincial Emergency Programme, be responsible for:

- (a) By agreement with the Village of Masset, the appointment, and/or rescinding the appointment, of an Emergency Programme Area Co-ordinator.
- (b) The organization and maintenance of an Emergency Planning Committee comprising of the heads of Municipal Departments and supporting agencies together with any other persons deemed necessary by the Executive Committee.
- (c) The review of all Emergency Programme Guides, training programmes and expenditures relating to the Emergency Programme for the Village of Port Clements.
- (d) Submission to Council, not less than semi-annually, a progress report on Emergency Programme activities.

- (e) Submission of estimates of expenditures to Council for the cost of maintenance and operation of the Emergency Programme organization for each current year.
- (f) Recommending to Council and expenditure of municipal funds for equipment and operations in preparation for or during an emergency.
- (g) Submission to Council of the Emergency Programme Guide and all amendments thereto for approval.
- (h) Ensuring that a list of names of ex-Mayors and ex-Aldermen resident in the municipality is maintained as a line of succession and that this list is kept current.

SECTION 7

The Executive Committee shall, by agreement with the Village of Masset and the Regional Director, Provincial Emergency Programme, appoint or rescind the appointment of a municipal or Area Emergency Programme Co-ordinator. The Co-ordinator shall:

- (a) Advise the Mayor and Council on all matter relating to Emergency Programmes.
- (b) Co-ordinate the Emergency Programme Guides prepared by the municipal departments, emergency services and supporting agencies.
- (c) Advise and assist department heads and emergency services in all matters relating to planning, organization and training.
- (d) Prepare annual budgets and estimates of expenditures for submission to the Executive Committee for the operation and maintenance of the Emergency Programme organization.
- (e) Formulate and conduct a training programme and carry out such studies and exercises as are required to keep the Emergency Programme organization in a tested state of readiness.
- (f) Select suitable candidates for applicable Federal, Provincial and Municipal Training Courses.
- (g) Prepare and carry out a continuing programme of public information so that the population comprising the Village of Port Clements is informed of the emergency measures that they should take or are being taken on their behalf.
- (h) Advise the Executive Committee on all matters relating to the economy and effectiveness of the Emergency Programme.
- (i) Develop emergency services and guides in those areas of the Emergency Programme which are not normally the responsibility of existing municipal services.
- (j) Provide advice to persons and private organization on all matters relating to Emergency Programmes.

SECTION 8

There will be an Emergency Programme Planning Committee organized as follows:

- (a) The Municipal or Area Emergency Programme Co-ordinator shall be the Chairman of the Planning Committee and will delegate an alternate to act in his absence.
- (b) All heads of municipal departments, municipal services and supporting agencies will be members of the Planning Committee.
- (c) Emergency Programme Guides will clearly outline the responsibilities and actions of each service to meet emergencies.
- (d) The chairman of the Planning Committee will advise and assist heads of department and emergency services in the preparation of their guides and will co-ordinate such guides.
- (e) Each departmental and emergency service shall carry out such measures and activities as are required to meet their responsibilities during an emergency.

READ A FIRST TIME THIS	27th	DAY OF	April	, 1981.
READ A SECOND TIME THIS	27th	DAY OF	April	, 1981.
READ A THIRD TIME THIS	27th	DAY OF	April	, 1981.
READ A FOURTH TIME THIS	28th	DAY OF	April	, 1981.

A. J. Johnson  
MAYOR

B. S. Barwick  
CLERK

Certified a true copy of By-law No. 80  
Village of Port Clements Emergency  
Programme By-law