

THE MUNICIPALITY OF THE DISTRICT OF ST. MARY’S
BY-LAW

BY-LAW NAME: REGIONAL EMERGENCY MANAGEMENT BY-LAW

BY-LAW #:

ENACTMENT DATE: DATE, 2026

EFFECTIVE DATE: DATE, 2026

GENERAL

BEING A BY-LAW The Nova Scotia Emergency Management Act requires municipalities to adopt a Municipal Emergency Management By-law to establish a municipal emergency management organization and preparing and approving emergency management plans. This by-law will allow the Municipality of the District of St. Mary’s to work with neighbouring municipal units of the Municipality of the District of Guysborough and the Town of Mulgrave to develop coordinated plans and take coordinated action on a regional level which will better serve residents.

PART 1 - DEFINITIONS

1. Unless the context specifically states otherwise, the meaning of terms used in this By-law shall be as follows:
 - a) **ACT** means the Emergency Management Act, S.N.S 1990, c,8;
 - b) **AGREEMENT** means the Agreement entered into accordance with Clause 10(2)(c) of the Emergency Management Act, among the Municipality of the District of Guysborough, Municipality of the District of St. Mary’s and the Town of Mulgrave effective on October 1, 2026, attached hereto as Appendix “A;”
 - c) **ASSISTANT EMERGENCY MANAGEMENT COORDINATOR** means a staff member appointed from the Municipality to liaison with the Coordinator;
 - d) **COUNCIL** means the Council of the Municipality of the District of St. Mary’s;
 - e) **DEPUTY REGIONAL EMERGENCY MANAGEMENT COORDINATOR** means the person charged to act in place of the Regional Emergency Management Coordinator during all phases of emergency

planning, in the absence of the Regional Emergency Management Coordinator, with all the rights, powers and responsibilities of the Regional Emergency Management coordinator while so acting;

- f) **EMERGENCY** means a present or imminent event in respect of which the Minister or a Municipality as the case may be, believes prompt co-ordination of action or regulation of person or property must be undertaken to protect property or the health, safety, or welfare of people in the Province;
- g) **EMERGENCY MANAGEMENT** means the prevention and mitigation of preparedness for, response to and recovery from emergencies;
- h) **MAYOR** means the Mayor of the Town of Mulgrave;
- i) **MUNICIPALITY** means the Municipality of the District of St. Mary's and/or the Municipality of the District of Guysborough as the context may require;
- j) **REGIONAL EMERGENCY MANAGEMENT EXECUTIVE COMMITTEE** means the Executive Committee established pursuant to the Agreement, and as required by Clause 10(1)(d) of the Act;
- k) **REGIONAL EMERGENCY MANAGEMENT COORDINATOR** is referenced to as Coordinator and referred to as the Director of Emergency Services, means the person appointed by Council, and in accordance with the Agreement, as required by Clause 10(1)(c) of the Act;
- l) **REGIONAL EMERGENCY MANAGEMENT ORGANIZATION (REMO)** means the organization established by the Agreement, and as required by Clause 10(1)(b) of the Act;
- m) **REGIONAL EMERGENCY MANAGEMENT PLANNING COMMITTEE** means the Committee established by the Agreement responsible for recommending policy and plans to the Executive Committee for maintaining a reasonable state of preparedness for emergencies;
- n) **REGIONAL EMERGENCY MANAGEMENT PLANS** means plans, programs, or procedures prepared by the Regional Emergency Management Organization that are intended to mitigate the effects of an emergency or a disaster and to provide for the safety, health, and welfare of the civil population and the protection of property in the event of such an occurrence, as set out in Clause 2(d) of the Emergency Management Act;
- o) **STATE OF LOCAL EMERGENCY** means a state of local emergency declared by a Municipality pursuant to the Act and the Regulations made pursuant thereto, and this By-Law;

- p) **TOWN** means the Town of Mulgrave;
- q) **WARDEN** means the Warden of the Municipality of the District of St. Mary's and/or the Municipality of the District of Guysborough as the circumstances may require;

PART 2 – REGIONAL EMERGENCY MANAGEMENT ORGANIZATION

1. Council hereby establishes a Regional Emergency Management Organization (REMO), and shall create a shared services agreement with its partners, specifying funding, governance, and other requirements of Councils.
2. The Regional Emergency Management Organization shall consist of the following persons and committees:
 - a. The Regional Emergency Management Executive Committee (Executive Committee),
 - b. The Regional Emergency Management Coordinator (Coordinator),
 - c. The Regional Emergency Management Planning Committee (Planning Committee),
 - d. Assistant Emergency Management Coordinators (Assistants).
 - e. Such other persons as may be assigned REMO duties by the Executive Committee, the Planning Committee or the Coordinator

PART 3 – REGIONAL EMERGENCY MANAGEMENT EXECUTIVE COMMITTEE

1. Council shall appoint representatives to the Executive Committee in accordance with the Agreement.
2. The Council's representative on the Executive Committee shall always be no fewer than two members of the Council, one of whom shall be the Warden or Deputy Warden, as referenced in the REMO Agreement.
3. The Executive Committee shall, on behalf of REMO:
 - a. Be responsible for the approval of REMO plans and policies;
 - b. Recommend the annual budgets to Council;
 - c. Provide direction to the Coordinator and the Planning Committee, as deemed appropriate by the Executive Committee from time to time;
 - d. Brief Council on the development and approval of REMO plans and policies whenever required to do so by Council;
 - e. Brief Council on developments during a State of Local Emergency when deemed necessary.

PART 4 – REGIONAL MANAGEMENT COORDINATOR

1. The Coordinator and Assistant Coordinator shall be appointed in accordance with the Agreement.
2. The Coordinator shall:
 - a. Be responsible for appointing a Chair of the Planning Committee;
 - b. Coordinate and prepare REMO plans, training, and exercises;
 - c. Be responsible for on-going public education programs related to emergency preparedness;
 - d. Following the activation of the REMO Plan or declaration of state of local emergency, coordinate municipal operations with those of the Provincial and Federal Governments during a State of Local Emergency or a State of Emergency declared by the Province;
 - e. Ensure all emergency operations centers and equipment are fully operational;
 - f. Advise the Department of Emergency Management of any real or anticipated events or emergencies as required by the Emergency Management Act;
 - g. Perform such other duties as may be required by the Executive Committee.

PART 5 – REGIONAL EMERGENCY PLANNING COMMITTEE

1. The Planning Committee, as per the Agreement, shall be comprised of the Coordinator and the Assistant Coordinators.
2. The Planning Committee may invite attendance of persons responsible during an emergency to provide:
 - a) Ground Search and Rescue;
 - b) Public Works (Municipal);
 - c) RCMP;
 - d) Department of Opportunities and Social Development;
 - e) Fire Services;
 - f) Emergency Health Services;
 - g) Department of Natural Resources;
 - h) Department of Public Works;
 - i) Department of Health and Wellness;
 - j) Telecommunications agencies; i.e. Bell, Eastlink
 - k) Red Cross;
 - l) Public Information Services;

- m) Department of Emergency Management Regional Manager
- n) Public Safety Field Communications
- o) Other agencies as required
 - 1. Eastern Regional Housing Authority;
 - 2. Local Long Term Care Facilities;
 - 3. Guysborough County Home Support;
 - 4. Nova Scotia Guard

- 3. The Planning Committee shall;
 - a. Assist the Coordinator in the preparation and coordination of REMO Plans to maintain a state of preparedness for emergencies;
 - b. Formulate policy and procedure recommendations, planning, training, and exercises;

PART 6 – ASSISTANT EMERGENCY MANAGEMENT COORDINATORS

- 1. The Assistant Emergency Management Coordinators appointed in accordance with Clause 25 of the Agreement shall:
 - a. Participate in Planning Committee meetings;
 - b. Assure that the interests of the Municipality are served by participating in training, exercises and responses.

PART 7 - AGREEMENTS

- 1. Council hereby agrees that the Executive Committee may enter into agreements with the Government of Canada, the Province of Nova Scotia, a Municipality, or any other person or organization, for the provision of services in the development and implementation of Regional Emergency Management Plans.

PART 8 – BUDGET CONSIDERATIONS

- 1. The Municipalities/Town shall share the normal operational costs of the REMO based on an annual budget divided proportionally based upon uniform assessment in accordance with the Agreement.

PART 9 – DECLARATION OF A STATE OF LOCAL EMERGENCY

- 1. Council may, when satisfied that an emergency exists or may exist in all or any area of their own Municipality, declare a State of Local Emergency in respect of their own Municipality or an area thereof.
- 2. If any of the Councils are unable to act promptly under Section 12(2) of the Act, the Wardens of the Municipality of the District of St. Mary’s and Municipality of the District

of Guysborough and the Mayor of the Town of Mulgrave may declare a State of Local Emergency, subject to Section 12(3) of the Act, in respect of their own Municipality or area thereof.

3. If both the Mayor and/or Wardens and Councils of the Municipality of the District of St. Mary's, the Municipality of the District of Guysborough and the Town of Mulgrave are unable to act promptly to declare a State of Local Emergency in their own jurisdiction under Section 15(2) of the Act, any one of the Mayor or Wardens may, subject to the provisions of Sections 12(2) and 12(3) of the Act, declare a State of Local Emergency in regards to an emergency that exists or may exist in all or within any area of the Municipality of the District of St. Mary's, Municipality of the District of Guysborough or the Town of Mulgrave.
4. After signing a declaration or termination of a State of Local Emergency or the issuance of an order under Section 14 of the act, Council shall immediately communicate or publish details on the municipal/town website or by means most likely to inform the affected residents.

PART 10 – DUTIES DURING AN EMERGENCY

1. Following the activation of any Regional Emergency Management Plan or a declaration of a State of Local Emergency:
 - a. Every Councillor shall advise the Coordinator and Warden as to their location and how they may be contacted.
 - b. Every employee and agent of the Municipality who has a role in such emergencies as assigned in the Regional Emergency Management Plans, shall:
 1. Advise the Coordinator of their location and how they may be contacted; and
 2. Fulfill such duties described in the emergency operational plan.
 - c. The Mayor or Warden or the Coordinator on their behalf shall provide the Minister with a copy of the Declaration of a State of Local Emergency, and renewals thereof, as required by the Emergency Management Act.

PART 11 EFFECTIVE DATE AND REPEAL

1. All other By-Laws respecting Emergency Management heretofore passed by the Municipal Council of the Municipality of the District of St. Mary's are hereby **REPEALED** as of the effective date of this By-Law and notwithstanding the generality of the foregoing, the Emergency Management By-Law of the Municipality of the District of St. Mary's.
2. The effective date of this Bylaw shall be DATE, 2026.

THIS IS TO CERTIFY THAT the foregoing is a true and exact copy of a By-Law passed at a duly called meeting of the Municipal Council of the Municipality of the District of St. Mary's held on the Day of Month A.D., 2026.

GIVEN under the hands of the Warden and CAO and under the Corporate Seal of the Municipality aforesaid, this Day of Month A.D., 2026.

WARDEN

CHIEF ADMINISTRATIVE OFFICER

MUNICIPAL CLERK