



Municipal Enforcement and Emergency Management

Overview

- Comprised of four distinct areas:
Enforcement and Education of:
- Provincial Statutes (eg. Traffic Safety Act, Game and Liquor Act)
- Bylaws (eg. Unsightly, Traffic, and Animal Bylaws)
- Animal Control
- Emergency Management (Disaster Services)

Mission

- The Community Peace Officer 1 is responsible for the fair and equitable enforcement of provincial acts and regulations as well as municipal bylaws including animal control within the boundaries of the Town and surrounding areas as requested or encountered.

Mission cont.

- The Director of Emergency Management is responsible for creating emergency management plans, encompassing the five phases of emergency management: prevention, mitigation, preparation, response and recover. Additionally, they manage and coordinate all emergency management training and exercises, set-up and maintain an Emergency Operations Center and create strategic relationships with community, industry, organization and government strategies.

Key Service Deliverables

- Enforcement of all Town Bylaws, Provincial Legislation and Statutes
- Creating Bylaws and revisions of the current ones.
- Liaise with and assist other Emergency Services, Fire, EMS, RCMP and all Town Departments.
- Prepare Court Documents and Evidence, attend court a minimum of once a month.
- Preventative and Proactive Patrols
- Peace Officer will deal with a wide variety of individuals and activities and may encounter potentially life-threatening situations

Key Service Deliverables

- Respond to and investigate all Bylaw complaints
- First Responder to emergencies
- Ensure all equipment and required training are up to date and certified
- Oversee the animal control contract, as well as the bylaw and animal control budgets
- Respond to all serious incidents involving animals and attacks on people or animals

Key Service Deliverables

- Create and maintain the Town's emergency management plan and ensure it's compliance with local, provincial and federal laws
- Coordinate emergency management training, including exercises for employees
- Conduct yearly table top exercises in emergency management
- Setup and maintain the Emergency Operations Center
- Responsible for the Emergency Management Budget

Key Service Deliverables

- Create strategic relationships with all stakeholders, who may be involved in an emergency, such as government agencies, community groups, employees, volunteers and private organizations
- Assume role of Incident Commander in the event of a disaster as appointed
- Administer the Town's Emergency Preparedness program
- Respond and Assist other Emergency Services as requested

Key Statistics

- Staffing of 1 FTE, one contract person (Animal Control)
- Issue an average of 110 tickets and warnings per year.
- Investigate and report on an average of 272 incident files per year

2016 Key Initiatives

- Improve overall readiness and preparedness of the town to effectively handle disasters (staff training, EOC locations, tools and equipment)
- Draw Provincial and Federal attention to the issues surrounding the Red Deer River and Bearberry Creek and their potential impact on the town of Sundre, surrounding areas and users down stream.
- Continue to Work with Mountain View County on Flood Mitigation for each water way.

Looking Forward

- Need for an assistant and or second Bylaw Officer or combination there of.
- In-house Emergency Management Training
- Plans for a new primary EOC relocation
- Update Bylaws and Policies in relation to Municipal Enforcement, Animal Control and Emergency Management
- Balance the time of Emergency Management to Peace Officer duties. (Currently at 85 – 95% EM to 5- 15% Bylaw)



Thank You