



# Grande Prairie Regional Emergency Management Committee

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## **Purpose:**

To advise Council on the development of emergency plans and programs.

## **Committee Structure / Membership Type:**

The Committee shall consist of Municipal Councillors appointed by each of the Parties, with each municipality appointing one (1) primary member, each of whom shall have one (1) vote regarding any matter coming before the Regional Committee. A Committee Chair will be selected from the Regional Committee membership:

Each municipality shall also appoint one alternate member to the Regional Committee who shall be permitted to vote in the absence of the primary member.

## **Administrative Resources:**

Council shall:

- by resolution appoint the Chief Administrative Officer (CAO) as Director of Emergency Management (DEM); and
- by resolution appoint one (1) or more Deputy Director of Emergency Management (DDEM): the person responsible for duties of the Director of Emergency Management in their absence.

## **Quorum:**

Four Committee Members shall constitute a quorum.

## **Term:**

Length on the Committee is determined by the municipality. Each municipality is asked to assign a council member to the committee, so they identify their committee members when they do their regular review of council/committee assignments. Some of



the members have been on the committee for a number of years, some have had a shorter term.

**Authority:**

The Committee is an advisory committee, the members report and make recommendations to their respective Councils relative to the Regional Emergency Plan.

**Terms of Reference or Other Supporting Documents:**

Bylaw No. 3133, Emergency Management Act, Municipal Government Act

**Meeting Schedule:**

The Committee shall meet twice a year and shall have the option of calling special meetings on an as needed basis.

For regular meetings, and business, four Committee members shall constitute a quorum  
The City of Grande Prairie and the County of Grande Prairie No.1 have a veto power over budget decisions as their cost is the most substantial.