



**RAY BRYANT  
MAYOR  
FORWARDED: MARCH 1, 2013**

**AGENDA**

REGULAR MEETING OF THE MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY MARCH 4, 2013 AT 6:00 P.M.

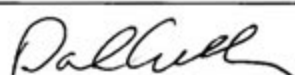
	<b><u>MOTION</u></b>
<b><u>ITEM NO. 1. CALL TO ORDER</u></b>	
<b><u>ITEM NO. 2. ADOPTION OF THE AGENDA</u></b>	<b>X</b>
<b><u>ITEM NO. 3. DELEGATIONS - NONE</u></b>	
<b><u>ITEM NO. 4. ADOPTION OF THE MINUTES - NONE</u></b>	
<b><u>ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES - NONE</u></b>	
<b><u>ITEM NO. 6. NEW BUSINESS</u></b>	
A) RFD Municipal Emergency Management Plan: Progress Report	<b>X</b>
B) RFD Review of the Draft Municipal Emergency Plan	<b>X</b>
<b><u>ITEM NO. 7. MEDIA INQUIRIES</u></b>	
<b><u>ITEM NO. 8. CLOSED SESSION - NONE</u></b>	
<b><u>ITEM NO. 9. OPEN SESSION - NONE</u></b>	
<b><u>ITEM NO. 10. CLOSE OF MEETING</u></b>	<b>X</b>



Agenda Item No. 6. A)

## TOWN OF TABER

### MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE REQUEST FOR DECISION

<b>Subject:</b> Municipal Emergency Management Plan	<b>Date of</b> March 4, 2013 <b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant	
<b>Attachments:</b> Progress Report	
<b>Topic:</b> Progress Report	
<b>Background:</b>	M. Bos will provide an update of the progress and happenings that have occurred since the initial meeting of the Municipal Emergency Management Committee, which was held on January 17, 2013.
<b>Options:</b>	1. That the Municipal Emergency Management Committee accepts the Progress Report, for information purposes.
<b>Recommendation:</b>	Option #1 - That the Municipal Emergency Management Committee accepts the Progress Report, for information purposes.
<b>Approval Date:</b> March 1, 2013	<b>Acting CAO:</b> 

## **Municipal Emergency Management Plan**

### **Progress Report**

Since our last meeting the following items have been completed:

- On February 6, 2013 I had an initial meeting with Mark Murphy. We discussed our intent to move forward with the Municipal Emergency Plan, and some of the topics which should be addressed in our emergency program as a whole. The topics addressed include:
  - Developing the EOC
  - Developing the Evacuation and Reception Centre Plan
  - Staff Training
  - Exercising the Emergency Plan
- I inquired into the status of our Alberta Emergency Alert users. We currently have one and need to fill some paperwork out to get two more. There will be some further training in April to get more registered users.
- Mark Murphy reviewed our plan and made a list of recommendations. Most of the recommendations have been built into the Plan but several still need to be implemented.
- The Municipal Emergency Plan was revised and reformatted with hyperlinks, dividers, and a different information flow. All the contact info in the plan was updated.
- I presented a basic outline of our Emergency Program to the management group and outlined roles and responsibilities for the agency and in the event of an Emergency. In particular, our intent is to use the Incident Command System to manage an emergency. This system allows for clear lines of communication and defined responsibilities.
- An Emergency Management Agency meeting will take place March 20, 2013 at the firehall. We have invited numerous agencies including the Good Samaritans administration, Clearview management, ATCO, Fortis, Epcor, etc. This will be an initial contact meeting to get us moving forward.
- AEMA has committed to providing the Town of Taber training on the week of April 15. There will be a variety of training delivered to Town Staff and Community volunteers at this time.

MB Feb 28, 2013



**TOWN OF TABER**  
**MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE REQUEST FOR DECISION**

<b>Subject:</b> Review of the Draft Municipal Emergency Plan		<b>Date of</b> March 4, 2013
		<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> Proposed Plan		
<b>Topic:</b> Review of the Draft Municipal Emergency Plan		
<b>Background:</b>	The draft plan has been attached for review by the Committee. The Committee is being asked for recommendations for modifications, if required, or to accept and endorse the plan for presentation to Council.	
<b>Options:</b>	1. That the Municipal Emergency Management Committee endorses the Draft Municipal Emergency Plan, as presented.	
	2. That the Municipal Emergency Management Committee endorses the Draft Municipal Emergency Plan, as amended.	
<b>Recommendation:</b> Option #1 - That the Municipal Emergency Management Committee endorses the Draft Municipal Emergency Plan, as presented.		
<b>Approval Date:</b>	March 1, 2013	<b>Acting CAO:</b> 