



RM of Meadow Lake #588  
RM/City Fire Board Representatives -04  
Terms of Reference

RM/City Fire Board Representatives – Terms of Reference

Dated – March 16, 2020

1. Purpose
  - a. The RM of Meadow Lake and the City of Meadow Lake neighbor each other;
  - b. Each municipality has either infrastructure or equipment that may be shared from time to time;
  - c. The regional representatives will meet on a regular basis to better acquaint each other on the strengths and weakness of the programs and review how they can help each other to better serve the communities for which they represent.
2. Key Duties and Responsibilities
  - a. Meet with the City of Meadow Lake;
  - b. Review the needs (financial and/or infrastructure) of the Fire Department and how the RM may help to better the needs of the RM ratepayers through assistance to the Fire Department
3. Level of Authority
  - a. The regional representatives have no authority to approve any decisions made at this level.
4. Reporting
  - a. Reports shall be brought to Council, in writing, for review
  - b. If a decision is required from the RM Council, then a Request for Decision shall be presented to the Council as a whole.
5. Composition and Appointments
  - a. Regional Fire Representatives
    - i. RFR shall be the liaison to meet with the City of Meadow Lake
    - ii. Shall consist of:
      1. CAO
      2. Reeve
      3. One Councillor appointed every 2 years
6. Meetings
  - a. Shall be on a “as need” basis and will be called by the CAO for the RM of Meadow Lake and/or City Manager for the City of Meadow Lake

POLICY GG-003-4

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Policy Title: TOR-RM/City Regional Representatives

Date Issued: March 16, 2020

Replaces:

Signature: 

Reeve