

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
REMO ADVISORY COMMITTEE
Held in Council Chambers, 210 Aberdeen Road, Bridgewater, NS
Monday, November 18, 2019 – 1:30 p.m.

ATTENDANCE

Municipality of Chester

Deputy Warden Floyd Shatford
Dan MacDougall, Chief Administrative Officer

Municipality of Lunenburg

Mayor Carolyn Bolivar-Getson
Deputy Mayor Eric Hustvedt
Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy Chief Administrative Officer

Town of Bridgewater

Mayor David Mitchell
Councillor Wayne Thorburne
Tammy Crowder, Chief Administrative Officer

Town of Lunenburg

Mayor Rachel Bailey
Deputy Mayor John McGee
Bea Renton, Chief Administrative Officer

Town of Mahone Bay

Mayor David Devenne
Dylan Heide, Chief Administrative Officer

Regrets: Warden Allen Webber, Municipality of Chester
Councillor Danielle Barkhouse, Municipality of Chester
Councillor Martin Bell, Municipality of Lunenburg
Deputy Mayor Andrew Tanner, Town of Bridgewater
Councillor Richard Nowe, Town of Mahone Bay
Councillor John Bain, Town of Mahone Bay

Staff: Angela Henhoeffler, REMO Coordinator
Rhonda Matthews, Planning Officer, EMO-NS
Joanne Powers, Executive Assistant

1. CALL TO ORDER

Mayor Devenne called the meeting to order at 1:30 p.m. Tom MacEwan, CAO, for the Municipality of the District of Lunenburg was welcomed to his first REMO Advisory Committee meeting.

2. 2.1 REMO Advisory Committee Member Changes

Municipal units were asked if there were any new Committee changes. The only change in membership was Deputy Mayor Eric Hustvedt and he is the new representative for the Municipality of the District of Lunenburg.

2.2 NOMINATION & ELECTION BY BALLOT – CHAIR & VICE-CHAIR [Inter-Municipal Emergency Services Agreement – Section 9(d)]

Mr. Dumaresq called for nominations, by ballot, for the position of Chair. Those nominated were: Mayor Devenne and Councillor Thorburne.

Councillor Thorburne declined his nomination, therefore, **Mayor Devenne** was elected as **Chair**.

Mr. Dumaresq called for nominations, by ballot, for the position of Vice-Chair. Those nominated were: Mayor Bolivar-Getson, Deputy Warden Shatford, and Councillor Thorburne.

Mayor Bolivar-Getson and Councillor Thorburne declined their nominations, therefore, **Deputy Warden Shatford** was elected as **Vice-Chair**.

Moved by Mayor Mitchell, seconded by Deputy Warden Shatford that the ballots used for voting for the Chair and Vice-Chair of the REMO Advisory Committee be destroyed. Carried unanimously.

3. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION

3.1 Health Exercise

Mr. Dumaresq welcomed the new Regional Emergency Management Coordinator (REMC), Angela Henhoeffler, to her first REMO meeting.

Mr. Dumaresq advised that a letter was received from Thomas Marrie, Interim Deputy Minister of Health and Wellness, thanking Angela Henhoeffler, REMC, for her outstanding leadership and planning efforts towards the Health Exercise (HEX-19), which occurred in Bridgewater on October 2, 2019. Ms. Henhoeffler's contribution assisted in ensuring the success of the exercise.

4. APPROVAL OF AGENDA – Added Items

Two items were added to the agenda:

- 9.1 Exercises
- 9.2 Critical Infrastructure

Moved by Councillor Thorburne, seconded by Mayor Bailey that the agenda be approved with the two added items. Motion carried.

5. APPROVAL OF MINUTES

Moved by Deputy Warden Shatford, seconded by Mayor Bailey that the Minutes of the May 21, 2019 REMO Advisory Committee meeting be approved as circulated. Motion carried.

6. BUSINESS ARISING FROM MINUTES - NIL

7. NEW BUSINESS

7.1 Hurricane Dorian – After-Action Report

Ms. Henhoeffler provided an overview of the After-Action Report for Hurricane Dorian (included in the agenda package).

Ms. Henhoeffler advised that following Hurricane Dorian she met with the Chief Administrative Officers (CAOs), Assistant Emergency Coordinators (AECs), and the Fire Service Coordinators. Rhonda Matthews, Planning Officer, NSEMO, facilitated the debrief on behalf of REMO

A list of observations was compiled and from that, a list of recommendations.

Rhonda Matthews arrived at 1:46 p.m.

Observations

- 4.1.1 Business Continuity
- 4.1.2 Comfort Centres
- 4.1.3 Communications
- 4.1.4 Critical Infrastructure
- 4.1.5 Emergency Coordination Centre
- 4.1.6 Essential Services
- 4.1.7 Exercises
- 4.1.8 Fuel Shortage
- 4.1.9 Hardware Support
- 4.1.10 Municipal Elected Officials
- 4.1.11 Power Outages
- 4.1.12 Purchases and Payments
- 4.1.13 Shelters
- 4.1.14 Telecommunications
- 4.1.15 Vulnerable Sector Residents

The REMC will manage and monitor the recommendations that were discussed for each of the observations. She will send out action item reports every two months that will allow municipal units to view and check on the status of each action item.

Moved by Mayor Mitchell, seconded by Mayor Bailey that the REMO Advisory Committee accept the recommendations in the Hurricane Dorian After-Action Report as presented. Carried unanimously.

7.1.1 If Approved, Proposed Letter to NS EMO

Ms. Henhoeffler reviewed a letter on behalf of REMO, to the Honourable Chuck Porter, Minister of Municipal Affairs and Housing regarding the recommendations that relate to NSEMO where communication can be more open and encompassing.

Moved by Mayor Bolivar-Getson, seconded by Deputy Warden Shatford that the proposed letter to Nova Scotia Emergency Management Organization be approved and sent as presented. Carried unanimously.

7.2 REMO Workplan

Ms. Henhoeffler reviewed the REMO Workplan which was compiled following the After-Action Report and her initial meetings with CAOs, AECs, Fire Services Coordinators, and some of the REMO Advisory Committee members.

Moved by Mayor Mitchell, seconded by Mayor Bolivar-Getson that the REMO Advisory Committee approve the REMO Workplan Priorities as presented. Carried unanimously.

8. REMO COORDINATOR UPDATES

8.1 Nova Scotia Power Government Relations

Ms. Henhoeffter reported that, prior to Hurricane Dorian, she met with two Nova Scotia Power representatives for Lunenburg County.

They have a new program that is designed towards government relations and they offered to visit either the REMO Advisory Committee as a whole, or any individual Council, to explain what they can offer during a response.

Nova Scotia Power also has a new government relations distribution list. If anyone is interested in being on their list, the email address is: gov@nspower.ca. It will provide similar information and updates that are sent out by the Provincial Coordination Centre but is focused towards government officials.

The Municipality of the District of Lunenburg, Municipality of the District of Chester and the Town of Mahone Bay, all expressed interest in having Nova Scotia Power speak with their Councils.

8.2 Community Outreach

Ms. Henhoeffter has been trying to do as much community outreach as possible. She has met with several community groups mostly within the vulnerable sector lens.

All municipal units are welcome to make a request for public outreach within their jurisdiction through Ms. Henhoeffter. NSEMO is willing to support any public outreach requests as well.

Mayor Mitchell left at 3:05 p.m.

9. ADDED ITEMS – NIL

9.1 Exercises

Ms. Henhoeffter reported that she met with the Big Tancook Island Emergency Response Association (BTIERA) and they provided her with a tour of the island. The tour gave her a better understanding of the island's vulnerabilities. They feel their biggest threat is wildfire which would most likely require an evacuation of the island.

Ms. Henhoeffter plans to do a table-top exercise with them which would include a variety of partners and stakeholders. It was suggested that Ms. Henhoeffter reach out to Heather MacKenzie-Carey, the previous REMC, to get information on a similar exercise that was done three or four years ago.

9.2 Critical Infrastructure

Mayor Bolivar-Getson advised that there are three communities in the Municipality of the District of Lunenburg (Wagner Road through Midville Branch, Branch LaHave and New Canada) that currently do not have access to cell service or internet, and woodpeckers have destroyed the landlines. Bell is looking into this issue, but in the meantime, these communities have no means of accessing 911.

Mayor Bailey left the meeting at 3:09 p.m.

Ms. Matthews advised that she would reach out to Bell to get their timeline for addressing this issue and then figure out what to do next. It was also suggested that the Municipality lodge a complaint with Industry Service Canada.

10. **IN CAMERA - NIL**

11. **NEXT MEETING** – Monday, January 20, 2020, at 1:30 p.m.

12. **ADJOURNMENT**

There being no further business at 3:16 p.m., it was moved by Councillor Thorburne, seconded by Mayor Bolivar-Getson that the meeting adjourn. Carried.