

Municipality of the District of Lunenburg
Minutes of a Meeting of the REMO Advisory Committee
Via Tele/Video Conference
Monday, September 21, 2020 – 1:30 p.m.

Attendance:

Municipality of the District of Chester

Warden Allen Webber
Deputy Warden Floyd Shatford
Dan MacDougall, Chief Administrative Officer
Tara Maguire, Deputy Chief Administrative Officer

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Councillor Martin Bell
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, Chair
Councillor Richard Nowe
Dylan Heide, Chief Administrative Officer

Regrets

NS EMO

Rhonda Matthews, Emergency Management Preparedness Officer

Staff

Angela Henhoeffler, REMO Coordinator
Chris Kennedy, Fire Services Coordinator

1. CALL TO ORDER

Mayor Devenne called the meeting to order at 1:32 p.m.

2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITION

3. APPROVAL OF AGENDA

Moved by Mayor Bolivar-Getson, seconded by Warden Webber that the Agenda be approved as circulated. Carried unanimously.

4. APPROVAL OF MINUTES – July 20, 2020

Moved by Mayor Mitchell, seconded by Councillor Nowe that the Minutes of July 20, 2020 REMO Advisory Committee meeting be approved as circulated. Motion carried.

5. BUSINESS ARISING FROM MINUTES

5.1 Comfort Centre and Emergency Shelters Procedures

Ms. Henhoeffler reported that the Municipality of the District of Chester (MODC) had requested that she reach out to all the MODC Comfort Centres, and to date she has met with four of them. Once she has met with all MODC Comfort Centres, she will report back to MODC Council, and then the REMO Advisory Committee.

5.2 Elected Officials Guide

At the last meeting, Ms. Henhoeffler presented a draft version of the Elected Officials Guide and she was asked to present it to the municipal units. To date, it has been presented to the Municipality of the District of Lunenburg, Chester and Bridgewater but it needs to be presented to the Town of Mahone Bay and the Town of Lunenburg, and some changes have been suggested.

One of the suggested changes was to move the two diagrams, the day-to-day reporting structure, and when the Emergency Control Centre (ECC) is activated beside each other. Another suggestion was to prepare an Elected Officials Quick Reference Guide. Ms. Henhoeffler made both these changes.

6. NEW BUSINESS

6.1 Operational Guidelines for Training for ECC

Ms. Henhoeffler presented a draft version of the Crisis Communications Plan and created an operational guide and position description which are to be used during an activation. This is a follow-up to the activation triggers. Once an activation takes place, all Assistant Emergency Coordinators (AECs) and Chief Administrative Officers (CAOs) will be assigned a position. The Crisis Communications Plan will be used internally in larger incidents and it follows the Incident Command Structure which is what the Province and all other municipalities follow.

7. NS EMO UPDATES

Ms. Henhoeffler noted that Rhonda Matthews, Emergency Management Preparedness Officer with the Province, sent her regrets as she was working in the Provincial Coordination Centre last evening and was unable to take part in the meeting.

The update that she wanted to provide was regarding the water delivery program for the municipal units that the province started. If anyone requires water, a form is to be completed and signed by the Mayor/Warden of the municipal unit. Some of the key points were that it would take a few days to a week for delivery, and the delivery location must have a forklift and/or a loading bay or a pallet jack. Some provincial parks have opened for shower facilities – Thomas Raddall Provincial Park, Rissers Beach Provincial Park, and Graves Island Provincial Park. Anyone planning to use the shower facilities are asked to contact the Department of Lands and Forestry first to ensure proper COVID protocols are being followed.

There was discussion regarding what resources are available for trucking companies that deliver approved drinking water to residents. The demand has been very high.

8. REMO COORDINATOR UPDATES

8.1 Training, Exercises, Activations

Ms. Henhoeffler noted, that due to Hurricane Teddy, REMO is currently in active monitoring activation mode. Once a month going forward, AECs and CAOs will be holding a training or exercise session. Immediately following this meeting, the team will be meeting to do a short training and preparedness session with the topic of hurricane and the first exercise is scheduled for October.

8.2 Hurricane Season

Ms. Henhoeffler reported that she has been taking part in the provincial calls with Environment Canada regarding Hurricane Teddy that is tracking towards Nova Scotia and was presently 1500 kilometres south of Halifax. It was forecasted to transition into a post tropical storm. Ms. Henhoeffler reported when the highest tides and winds were to be expected.

9. ADDED ITEMS

Mayor Bolivar-Getson noted a problem that some residents in MODL are having in regard to not being able to contact 911 due to faulty landlines in their area. These people have no phone service or internet which is very troublesome in the case of an emergency. Ms. Henhoeffler asked that the details on these locations be forwarded to her and she will make sure they are then forwarded to the province.

10. NEXT MEETING – Monday, November 16, 2020 - 1:30 p.m.

11. ADJOURNMENT

There being no further business at 2:12 p.m., it was moved by Mayor Mitchell, seconded by Mayor Bolivar-Getson that the meeting adjourn. Motion carried.