

**REMO Committee Meeting AGENDA**  
**MODL Cookville NS – via Microsoft Teams**  
**Monday, March 15, 2021 – 1:30 p.m.**

Time & Page

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA – ADDED ITEMS**
3. **APPROVAL OF MINUTES of January 18, 2021 (circulated)**
4. **BUSINESS ARISING FROM MINUTES**
  - 4.1 Universal Signage for Comfort Centres – For Discussion
  - 4.2 2021-2022 REMO Budget Approvals from Municipal Units
5. **NEW BUSINESS**
  - 5.1 Emergency Management Municipal Evaluation ..... 1-2
  - 5.2 Critical Infrastructure
6. **NS EMO UPDATES**
7. **REMO COORDINATOR UPDATES**
8. **ADDED ITEMS**
9. **NEXT MEETING – Monday, May 17, 2021 – 1:30 p.m.**
10. **ADJOURNMENT**

**\*\* This meeting will be held virtually through Microsoft Teams.**

**The link and/or phone number are available through the meeting invite. \*\***

**Any problems connecting, please contact Angela at (902) 930-1085.**

**MUNICIPAL EVALUATION BRIEFING NOTE TO REMO ADVISORY COMMITTEE  
FOR INFORMATION**

**PURPOSE**

- Nova Scotia Emergency Management Office (NS EMO) created a voluntary, municipal evaluation self-assessment to evaluate the municipal or regional emergency management programs.

**BACKGROUND**

- In 2012, NS EMO created a self-assessed municipal evaluation to be completed every four years. In 2016, NS EMO changed the evaluation to be completed every two-years by NS EMO as many self-assessments were graded high creating a misleading assessment. In 2020, NS EMO returned to a voluntary self-assessment format, reviewed annually.
- The 2016 assessment ranked REMO as ‘extremely prepared’ and the only gap indicated the EMC and Emergency Coordination Centre staff did not have training at the ICS 300 level. The high score created a misleading representation of the actual emergency management program. Points were allocated because a document was produced to fulfill the requirement, however items such as accuracy, up to date information, are the plans able to be followed, staff access to information, were not considered.

**KEY CONSIDERATIONS AND PROCESS**

- The assessment was sent to all AECs for a municipal perspective and results compiled to create baseline assessment for review. Each item was also assigned a percentage of completeness instead of answering yes/no.
- By only answering “yes/no” it creates an unrealistic assessment with a high mark
  - We have a document to fulfill the question (Yes = 100%),
  - If it is out-dated or inaccurate by assessing with a percentage (i.e., 65%), it indicates work is still needed.
- The Coordinator and AECs reviewed and adjusted to create a draft assessment. The assessment was then reviewed with input from all CAOs to establish REMOs assessment.

**RESULTS**

- There are three levels of assessment:
  - Essential Plan scored 79%
  - Enhanced Plan scored 47%
  - Comprehensive Plan scored 35%

## **NEXT STEPS**

- Focusing on obtaining 100% in the Essential Plan, the areas that need work include:
  - Updating the Municipal by-laws to create consistency among the units to reflect the Inter-Municipal Agreement
  - After the Town of Lunenburg joined REMO in 2017, the Inter-Municipal Agreement was not sent to the Department of Municipal Affairs therefore their records indicate REMO includes only four units. This has been sent, awaiting confirmation.
  - The Emergency Management Plan is outdated, needs updating and approval.
- Once those items are updated, the scores in the other sections will also improve and we will then have a compliant Essential Plan.
- Work will continue to improve the remaining sections.

## **FINANCIAL IMPLICATIONS**

- No financial implication as the work will be completed by the EMC, AECs and CAOs.