

Municipality of the District of Lunenburg
Minutes of a Meeting of the REMO Advisory Committee
Via Tele/Video Conference
Monday, March 15, 2021 – 1:30 p.m.

Attendance:

Municipality of the District of Chester

Warden Allen Webber
Deputy Warden Floyd Shatford, Vice-Chair
Tara Maguire, Deputy Chief Administrative Officer

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Deputy Mayor Martin Bell
Councillor Michelle Greek
Alex Dumaresq, Deputy Chief Administrative Officer
Rachel Hiltz, AEC

Town of Bridgewater

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

Town of Lunenburg

Mayor Matt Risser
Bea Renton, Chief Administrative Officer
Paul Bracken, Facilities Superintendent

Town of Mahone Bay

Mayor David Devenne, Chair
Councillor Richard Nowe
Councillor Penny Carver
Dylan Heide, Chief Administrative Officer

Regrets

Dan McDougall, Chief Administrative Officer, Municipality of the District of Chester
Tom MacEwan, Chief Administrative Officer, Municipality of the District of Lunenburg
Chris Kennedy, Fire Services Coordinator, Municipality of the District of Lunenburg
Deputy Mayor Andrew Tanner, Town of Bridgewater
Deputy Mayor, Peter Mosher, Town of Lunenburg
Councillor Susan Sanford, Town of Lunenburg

NS EMO

Rhonda Matthews, Emergency Management Preparedness Officer

Staff

Angela Henhoeffler, REMO Coordinator
Joanne Powers, Executive Assistant

1. CALL TO ORDER

Mayor Devenne called the meeting to order at 1:30 p.m.

2. APPROVAL OF AGENDA – ADDED ITEMS

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

3. APPROVAL OF MINUTES – January 18, 2021

Moved by Councillor Nowe, seconded by Councillor Thorburne that the Minutes of January 18, 2021 REMO Advisory Committee meeting be approved as circulated. Motion carried.

4. BUSINESS ARISING FROM MINUTES**4.1 Universal Signage for Comfort Centres**

At the Committee's last meeting, it was suggested that universal signage be considered for Comfort Centres. It was felt that the example provided was not suitable because it contained too much information. Ms. Henhoeffler noted that a new draft would be prepared and presented at the next meeting.

4.2 2021-2022 REMO Budget Approvals from Municipal Units

Ms. Henhoeffler reported that, to-date, two municipal units, Town of Mahone Bay and Municipality of the District of Lunenburg, have passed the 2021-2022 REMO budget.

5. NEW BUSINESS**5.1 Emergency Management Municipal Evaluation**

Ms. Henhoeffler explained that Nova Scotia Emergency Management Office (NS EMO) created a municipal evaluation self-assessment to evaluate the regional emergency management programs; and, even though in previous years it was to be completed every two or four years, in 2020, it returned to being reviewed annually. The assessment consists of three levels: Essential Plan, Enhanced Plan, and Comprehensive Plan. To obtain 100% in the Essential Plan, the municipal by-laws require updating, and records must show the Town of Lunenburg having joined in 2017. The Emergency Management Plan is also outdated and requires updating and approval.

5.2 Critical Infrastructure

Ms. Henhoeffler reported that following Hurricane Dorian, it was noted that there were some gaps in critical infrastructure. It was decided that Ms. Henhoeffler would work with all units to

identify their critical infrastructure, prioritize it by the unit and among the five units within REMO. The information would be held in the Emergency Coordination Centre (ECC) and shared with NS EMO and Nova Scotia Power if power related.

Ms. Henhoeffler reported that MODL Fire & Emergency Services Committee asked their Council to contact Nova Scotia Power, Bell, and Eastlink with regard to critical infrastructure and past restoration times. Ms. Henhoeffler and MODL met with Nova Scotia Power and they are working towards getting most of the critical infrastructure on their priority list.

Ms. Henhoeffler worked with all five units and prioritized what was critical infrastructure from Nova Scotia Powers' perspective. The meter numbers are being gathered to be fed into their system. Contact was made with both Bell and Eastlink and Ms. Henhoeffler is waiting to here back with local contact information.

6. NS EMO UPDATES

Ms. Matthews advised there was no update from the Province. She noted the Province is working to improve the training exercise plan across the Province. A provincial calendar has been created and all municipal units will be able to participate either in a PCC exercise or an organized individual exercise per municipal unit. Available courses are listed on the calendar which would provide staff and REMO members with a better understanding of how to participate in an emergency response.

7. REMO COORDINATOR UPDATES

Ms. Henhoeffler reported the following:

1. Working through critical infrastructure – gathering information from municipal units and will share with NS Power as information is gathered
2. Comfort Centre Policy has been approved and now working with Assistant Emergency Coordinators (AECs) and Comfort Centres to get Site Profiles and Memorandum of Understandings (MOUs) signed
3. Working on an Evacuation Plan for REMO. As well, Big Tancook Island has followed up on their evacuation plan from a past exercise
4. By-laws will be presented to CAO's and then back to the Advisory Committee
5. Continue having training and exercises with the AECs and CAOs
6. Working on Emergency Plan

8. ADDED ITEMS

9. NEXT MEETING – Monday, May 17, 2021 - 1:30 p.m.

10. ADJOURNMENT

There being no further business at 1:50 p.m., it was moved by Deputy Mayor Bell, seconded Councillor Nowe that the meeting adjourn. Motion carried.