

Municipality of the District of Lunenburg
REMO Advisory Committee Meeting Notes
Via Tele/Video Conference
Monday, January 15, 2024 – 1:30 p.m.

Attendance

Town of Bridgewater

Mayor David Mitchell, Town of Bridgewater, Chair
Councillor Wayne Thorburne, Vice-Chair (via Teams)
Tammy Crowder, Chief Administrative Officer
Patrick Hirtle, AEC

Municipality of the District of Chester

Warden Allen Webber
Deputy Warden Floyd Shatford
Tara Maguire, Chief Administrative Officer (via Teams)
Erin Lowe, Deputy Chief Administrative Officer (via Teams)
Bruce Blackwood, AEC (via Teams)

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Deputy Mayor Wendy Oickle
Councillor Sandra Statton (via Teams)
Tom MacEwan, Chief Administrative Officer (via Teams)
Alex Dumaresq, Deputy Chief Administrative Officer (via Teams)

Town of Lunenburg

Mayor Jamie Myra (via Teams)
Jamie Doyle, Chief Administrative Officer (via Teams)

Town of Mahone Bay

Councillor Richard Nowe
Councillor Penny Carver (via Teams)
Eric Levy, Deputy Chief Administrative Officer

Staff

Angela Henhoeffler, REMO Manager

Regrets

Deputy Mayor Cheryl Fougere, Town of Bridgewater
Councillor Derek Wells, Municipality of the District of Chester
Bruce Parks, AEC, Municipality of the District of Lunenburg
Angela Corkum, AEC, Municipality of the District of Lunenburg

Deputy Mayor Peter Mosher, Town of Lunenburg
Councillor Susan Sanford, Town of Lunenburg
Kayla Byrne, Municipal Clerk
Mayor David DeVenne, Town of Mahone Bay
Dylan Heide, Chief Administrative Officer, Town of Mahone Bay
Lori Errington, NS Emergency Management Office

1. Call to Order

Mayor David Mitchell called the meeting to order at 1:33 p.m.

2. Approval of Agenda – Added Items

Added items:

4.3 Training

4.4 Community Workshops

Moved by Councillor Thorburne, seconded by Councillor Nowe that Agenda be approved as circulated. Carried unanimously.

3. Approval of Meeting Notes of October 31, 2023 (circulated)

Moved by Mayor Bolivar-Getson, seconded by Deputy Warden Shatford that the Meeting Notes of October 31, 2023, REMO Advisory Committee meeting be approved as circulated. Carried unanimously.

4. Business Arising from Meeting Notes

4.1 Budget Variance Approved

The budget variance, as presented by Deputy CAO Dumaresq at the last meeting, has been approved by Town of Bridgewater, Town of Lunenburg, and Municipality of the District of Lunenburg and is therefore approved based on the Inter-Municipal Service Agreement.

4.2 Letters to NSFM and Province re Vulnerable Person Registry

The letters to be written to NSFM and the province regarding the Vulnerable Person Registry have been submitted by Town of Lunenburg, Town of Mahone Bay and the Municipality of the District of Lunenburg.

4.3 Training

- Deputy Mayor Oickle added the item to the agenda and requested training for Councillors similar to the Be Ready training that staff are receiving. Since Councillors attend the comfort centres, they want to know how they support residents, so it would be beneficial for them to have training. Mayor Mitchell said he sees his role as that of Council, and Council should be step away and let REMO handle issues as they arise as they are the experts.
- Mayor Bolivar Getson said when she was at the comfort centre, there were only about 10 people out, and our job is as a central spokesperson.
- Councillor Carver said councillors are expected to be there so should have some training.

- Councillor Statton said when she was between the LCLC and NSCC, there was a couple who were staying on cots for three days and they helped get them a room at the hotel as staff were not attending to the residents.
- Ms. Henhoeffler responded that she was aware of the couple who was at the shelter but until that time, there were no rooms from Halifax to Liverpool to Kentville and Red Cross was working to secure rooms, but none were available. She also indicated that the training is more related to the emergency coordination centre and operations and not regarding Councillors or volunteers attending the comfort centres. She indicated that the elected officials receive the Municipal and Elected Officials training which was given at the Best Western after they were first elected.

4.4 Community Workshops

- Councillor Carver shared in advance an interactive webinar that was held in Antigonish and wondered if we could do more emergency preparedness presentations to residents, and it would be beneficial for those who don't want to leave their homes. Ms. Henhoeffler responded that she is always available to do public presentations but has never done an interactive one and would need support to do something like that and that. She noted that municipal units, organizations, or community groups can request a presentation at any time.
- Councillor Carver suggested rather than wait for someone to book it, we should just have a 1 to 2 presentations per year booked with the Recreation Department and advertised in the Rec Guide.

5. New Business

5.1 2024/25 REMO Budget

- Ms. Henhoeffler explained the REMO Budget and indicated she presented a Core and Enhanced Budget option. Following After Action Reports (AAR) from the fires and floods, as noted in the last several meetings, REMO has more projects coming forward. The Advisory Committee has acknowledged that REMO has been underspent for many years with few increases, but the budget presented has significant increases.
- The Core budget is meant to keep us working through getting the AARs and the regular business of the emergency management program. This option includes a new FTE staff person to assist and as Mr. Dumaresq presented at the last budget, would be able to step up and support the ECC when activated. They will take on some community presentations, preparedness, Be Ready training, and assist with the regular business of REMO.
- Other costlier increases include the engineering scope to prepare for a future generator project; the purchase of new Trunk Mobile Radios (TMR); a communications contractor to support regular programming and activations.
- The province is rolling out a new TMR system and new TMRs will replace only the ones originally received from them. We will need to purchase an additional seven to match the number REMO currently has - four radios are incorporate in the core budget and three in the enhanced to be less of a burden in one year.
- In the Enhanced budget, three additional TMRs are added to make up the seven.

- The other significant cost in the enhanced budget is to capture the projects such as the shelter generator, Volunteer Roster, Vulnerable Person Registry, and evacuation routes. This would need an additional FTE to fulfill the projects and communications to support all the new projects for consistency of branding.
- Deputy Mayor Oickle asked about the generator and what facilities it would service.
- Mayor Mitchell confirmed the core budget includes the one additional FTE. He commented there is a lot of work for the generator project which is why the capital is in the enhanced budget. He felt his council could support the core budget.
- Mayor Myra indicated everyone is struggling financially and there are many projects on the go. He felt he could see his council supporting the core budget but knows there's no chance to support the enhanced budget at this time.
- Mayor Bolivar-Getson wondered if it's too optimistic for the province to take on some of the burden for generators or vulnerable person registry. Also, whether a co-op or planning student could take on some responsibility for projects to keep the costs down.
- Warden Webber indicated he wants to do everything, and it is important, but based on the current situation the core budget is the best we can do. He agrees we need a generator but to look for other sources of funding if possible.
- Councillor Statton agreed with the core budget but has a problem supporting the enhanced budget at this time without more details about the generator, i.e., where it's coming from, how available is it, and the cost.
- Councillor Nowe suggested in an ideal world, we would be able to afford all these things, but it's best to stick with the core and get one additional employee this year and then maybe in future years if it works out, add another one.
- Councillor Thorburne agrees with the core, which is still an increase on our share by about 60%, which is a big increase.

Moved by Warden Webber, seconded by Mayor Bolivar-Getson, that the Regional Emergency Management Advisory Committee recommends a total 2024/25 representing the core budget of \$410,418 to partner Municipal Units for approval. Carried unanimously.

6. EMO Updates - absent

7. REMO Manager Updates

Ms. Henhoeffler indicated that she was away for the last six weeks of the year and only recently returned so there were no updates to report.

8. Added Items

9. Next Meeting – Monday, March 18, 2024 at 1:30 p.m.

10. Adjournment – Moved by Deputy Mayor Oickle, seconded by Mayor Bolivar-Getson to adjourn the meeting at 2:18 p.m.