

Municipality of the District of Lunenburg
REMO Advisory Committee Meeting Notes
Via Tele/Video Conference
Monday, May 27, 2024 – 1:30 p.m.

Attendance

Town of Bridgewater

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

Municipality of the District of Chester

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

Municipality of the District of Lunenburg

Mayor Carolyn Bolivar-Getson
Deputy Mayor Wendy Oickle
Alex Dumaresq, Deputy Chief Administrative Officer (via Teams)
Angela Corkum, AEC
Chris Kennedy, Fire Services Coordinator (via Teams)

Town of Lunenburg

Hilary Grant, Interim Chief Administrative Officer

Town of Mahone Bay

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

Staff

Angela Henhoeffler, REMO Manager

Other

Dan Latremouille, NS EMO, Manager of Training
Kerry MacLean, NS EMO, Emergency Management Preparedness Officer

Regrets

Deputy Mayor Cheryl Fougere, Town of Bridgewater
Councillor Derek Wells, Municipality of the District of Chester
Councillor Sandra Statton, Municipality of the District of Lunenburg
Tom MacEwan, Chief Administrative Officer, Municipality of the District of Lunenburg
Mayor Jamie Myra, Town of Lunenburg
Councillor Susan Sanford, Town of Lunenburg
Kayla Byrne, Municipal Clerk Town of Lunenburg
Mayor David DeVenne, Town of Mahone Bay
Dylan Heide, Chief Administrative Officer, Town of Mahone Bay

1. Call to Order

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

2. Approval of Agenda – Added Items

Moved by Mayor Bolivar-Getson, seconded by Councillor Nowe that Agenda be approved as circulated. Carried unanimously.

3. Approval of Meeting Notes

- January 15, 2024 (circulated)
- February 26, 2024 - Special Meeting (circulated)

Moved by Councillor Thorburne, seconded by Warden Webber that the Meeting Notes of the January 15, 2024 REMO Advisory Committee and the February 26, 2024 Special Meeting be approved with the correction to Deputy Mayor Oickle's title. Carried unanimously.

4. Business Arising from Meeting Notes

4.1 Letters to NSFAM and Province re Vulnerable Person Registry

NSFM is seeking clarification on the Vulnerable Person Registry with the new NS Department of Emergency Management. Input will likely come after the NS Department of Emergency Management is formed and the NSFAM Steering Committee is working on it. The thought is that NS Dept of Emergency Management will provide the template and the municipalities will populate and outline services individually for those on the Vulnerable Persons Registry. When more is learned, it will be shared.

4.2 2024-2025 REMO Budget

The budget has been approved as presented. The Municipality of the District of Chester Council agrees that process changes are needed when significant budget changes are requested.

Regarding the EM Coordinator position, it was agreed it can be advertised for hiring. The budget impact of the delay in hiring, will be roughly half the year by the time the hire is in place. The unspent funds for the new hire only, are requested to be returned to the units, and not for those funds to go into contingency.

Moved by Councillor Thorburne, seconded by Mayor Bolivar-Getson that unspent funds allocated to the new Emergency Management Coordinator position be provided back to the partner municipalities at year end, and further, that the remaining budgeted funds be kept in REMO's contingency. Carried unanimously.

Chester CAO, Tara Maguire, confirmed Councils invitation to Angela Henhoeffler, Deputy CAO Alex Dumaresq, and Chair David Mithcell to attend the June 20, 2024 Council meeting.

4.3 Ground Search & Rescue Financials

Standard reporting was received later than budget time.

5. New Business

5.1 Provincial Emergency Management Exercise – May 29 & 30

Lunenburg REMO is one of two units in the province playing in the exercise for the full two days. Activating both virtually and in person. NS EMO has 7 objectives which we will work towards.

6. EMO Updates – Kerry MacLean

- Focus on Nova Bravo exercise mainly

7. REMO Manager Updates – Angela Henhoeffler

- Preparation for Nova Bravo has been a large project
- Taught ICS 200 to 20 participants
- ICS 300 coming in June and July – most of the REMO team will attend.
- Working with CAO's on Alert Ready procedure for Fire Departments
- NS Guard information sessions held for CAO's /elected officials / Fire Depts & GSAR
- Emergency Preparedness week was the first week of May – promoted via social media, radio, and Lighthouse Now.

8. Added Items - Nil

9. Next Meeting – Monday, July 15, 2024 at 1:30 p.m.

10. Adjournment – Moved by Mayor Bolivar-Getson, seconded by Deputy Warden Shatford to adjourn the meeting at 1:55 p.m.