

**Municipality of the District of Lunenburg**  
**Notes of a Meeting of the REMO Advisory Committee**  
**Via Tele/Video Conference**  
**Monday, March 20, 2023 – 1:30 p.m.**

**Attendance:**

**Town of Bridgewater**

Councillor Wayne Thorburne, Vice-Chair  
Tammy Crowder, Chief Administrative Officer (Via Teams)  
Patrick Hirtle, AEC (Via Teams)

**Municipality of the District of Chester**

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

**Municipality of the District of Lunenburg**

Deputy Mayor Pam Hubley  
Tom MacEwan, Chief Administrative Officer  
Alex Dumaresq, Deputy Chief Administrative Officer  
Bruce Parks, AEC (Via Teams)  
Angela Corkum, AEC (Via Teams)

**Town of Lunenburg**

Mayor Matt Risser  
Deputy Mayor Peter Mosher (Via Teams)  
Jamie Doyle, Chief Administrative Officer  
Kayla Bryne, Municipal Clerk (Via Teams)

**Town of Mahone Bay**

Dylan Heide, Chief Administrative Officer (Via Teams)

**Regrets**

Mayor David Mitchell, Town of Bridgewater, Chair  
Deputy Mayor Cheryl Fougere, Town of Bridgewater  
Dan McDougall, Chief Administrative Officer, Municipality of the District of Chester  
Mayor Carolyn Bolivar-Getson, Municipality of the District of Lunenburg  
Councillor Michelle Greek, Municipality of the District of Lunenburg  
Chris Kennedy, Fire Services Coordinator, Municipality of the District of Lunenburg  
Councillor Susan Sanford, Town of Lunenburg  
Mayor David DeVenne, Town of Mahone Bay  
Councillor Penny Carver, Town of Mahone Bay  
Councillor Richard Nowe, Town of Mahone Bay  
Andrew Mitton, NS Emergency Management Preparedness Officer

**Staff**

Angela Henhoeffler, REMO Coordinator  
Joanne Powers, Executive Assistant

**1. CALL TO ORDER**

Councillor Wayne Thorburne called the meeting to order at 1:30 p.m.

**2. Approval of Agenda – Added Items**

**Moved by Deputy Mayor Hubley, seconded by Deputy Warden Floyd Shatford that the Agenda be approved as circulated. Carried unanimously.**

**3. Approval of Minutes – January 16, 2023**

**Moved by Mayor Matt Risser, seconded by Warden Allen Webber that the Minutes of January 16, 2023, REMO Advisory Committee meeting be approved as circulated. Carried unanimously.**

**4. Business Arising from Minutes****4.1 Emergency Management Bylaws (Municipal Evaluation)**

Ms. Henhoeffler advised that the Emergency Management Bylaws are still awaiting the Minister's approval.

**4.2 NS Community Culture & Heritage Generator Grant Program for Comfort Centres**

Ms. Henhoeffler reported that after the January 16, 2023 meeting, Hebb's Cross Fire Department was also awarded a generator grant through the Province.

**4.3 Mutual Aid Agreements**

Mutual Aid Agreements had already been signed and received from Kings and Queens Counties and Annapolis County has now been received.

**4.4 REMO 2023/24 Budget**

The REMO 2023/24 budget has been approved by four of the five municipal units. Under the Inter-Municipal Services Agreement, it indicates that two or more units, or 51% or more, are required, therefore, the 2023/24 REMO budget is approved.

**5. New Business****5.1 Regional Emergency Management Plan**

Ms. Henhoeffler discussed the Regional Emergency Management Plan (REMP) (included in the agenda package). It is a requirement and is meant to be an overarching document for the Advisory Committee but also if an Incident Management Team were required to step in to assist, it contains a high level of information.

The changes included in the REMP are that it is more user-friendly and accurately reflects what REMO needs and does at a high level, and there is less duplication. A small addition was made since the version circulated, 143 CEF was added as a local resource.

**Moved by Mayor Matt Risser, seconded by Deputy Mayor Pam Hubley that the REMO Advisory Committee accept the Regional Emergency Management Plan, as amended. Carried unanimously.**

## **5.2 Cold Weather Event**

Ms. Henhoeffler stated that during the cold weather event the beginning of February, she worked with community partners to assess the need for overnight accommodations. A contingency plan was built for emergency hotels if needed, and it was posted on social media, but no one came forward.

Following the event, the Ministers of Housing and Community Services were in the news regarding the cold event. Ms. Henhoeffler spoke with Department representatives and was advised that we need a local service provider and funds could be made available for the startup, after-hour intakes, and paid hours in a weather emergency. Department of Community Services has started discussion and Ms. Henhoeffler will stay involved to see how the community can be assisted.

## **6. NS EMO UPDATES**

Andrew Mitton was unable to attend the meeting, but Ms. Henhoeffler reported the following on his behalf:

- A lot of training and exercises are happening for Lunenburg County. There are 28 people registered for the ICS300 training getting underway March 21, 2023
- April 13<sup>th</sup> – State of Local Emergency (SOLE) training for all Councillors
- The province is working on a province-wide exercise, Alpha Nova, following Hurricane Fiona

## **7. REMO COORDINATOR UPDATE**

Ms. Henhoeffler reported the following:

- A staff meet and greet was held with all staff in the municipal units and identified any risks in their areas and marked them on maps. MODL's GIS Specialist, Melissa Deveau, is compiling all the information from the five units and putting it in one central location
- Toured MODL and MODC's Wastewater Treatment Plants (WWTP) and will tour others in future

- Prepared and passed along an Agreement for services with Lunenburg County Ground Search & Rescue for the grant funds they receive
- Working on Emergency Preparedness Week activities which is the first full week in May and there will be radio ads and posters in many businesses

**8. ADDED ITEMS**

**9. NEXT MEETING – Monday, May 15, 2023 - 1:30 p.m.**

**10. ADJOURNMENT**

**There being no further business at 1:45 p.m., the meeting was adjourned.**