

**Municipality of the District of Lunenburg**  
**REMO Advisory Committee Meeting Notes**  
**Via Tele/Video Conference**  
**Tuesday, October 31, 2023 – 9:00 a.m.**

**Attendance**

**Town of Bridgewater**

Mayor David Mitchell, Town of Bridgewater, Chair  
Councillor Wayne Thorburne, Vice-Chair (via Teams)  
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  
Erin Lowe, Deputy Chief Administrative Officer (via Teams)

**Municipality of the District of Lunenburg**

Mayor Carolyn Bolivar-Getson  
Deputy Mayor Pam Hubley  
Tom MacEwan, Chief Administrative Officer, Municipality of the District of Lunenburg  
Alex Dumaresq, Deputy Chief Administrative Officer, Municipality of the District of Lunenburg  
Bruce Parks, AEC

**Town of Lunenburg**

Deputy Mayor Peter Mosher (Via Teams)  
Jamie Doyle, Chief Administrative Officer (via Teams)

**Town of Mahone Bay**

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

**NS Emergency Management Office**

**Staff**

Angela Henhoeffler, REMO Manager

**Regrets**

Deputy Mayor Cheryl Fougere, Town of Bridgewater  
Councillor Michelle Greek, Municipality of the District of Lunenburg  
Councillor Susan Sanford, Town of Lunenburg

Kayla Byrne, Municipal Clerk  
Tara Maguire, Municipality of the District of Chester  
Bruce Blackwood, Municipality of the District of Chester  
Mayor David DeVenne, Town of Mahone Bay  
Angela Corkum, Municipality of the District of Lunenburg  
Lori Errington, Acting NS Emergency Management Preparedness Officer

**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 Councillor Nowe, seconded by Councillor Carver that Agenda be approved as circulated. Carried unanimously.**

**3. Approval of Meeting Notes of July 17, 2023 (circulated)**

**Moved by Warden Webber, seconded by Councillor Shatford that the Meeting Notes of July 17, 2023, REMO Advisory Committee meeting be approved as circulated. Carried unanimously.**

**4. Business Arising From Meeting Notes - Nil**

**4.1 Budget Allocation**

As per the agenda package, it was reported that all five municipal councils have agreed that any unspent funds will be moved to a reserve to support REMO in an emergency.

**4.2 Potential Projects Arising from the Nova Scotia Wildfires**

At the last meeting, it was requested that Ms. Henhoeffler present the breakdown of costs for the potential projects that were discussed following the Nova Scotia Wildfires. The breakdown is in the agenda package and below is the discussion that followed.

**Generator for Shelter Locations**

Mayor Bolivar-Getson stated the province has had generator programs in the past, if they have another program, we should try to apply. She also suggested it may be that we keep a generator in the budget on an annual basis.

Councillor Carver asked if solar panels could be considered. Alex Dumaresq responded that in cases like emergency shelter locations, since they are not municipally owned buildings, it would be more difficult.

Warden Weber suggested considering a portable generator that can be wired for a variety of buildings.

**Staff training in Emergency Management**

Councillor Hubley asked if councillors will receive the training as they attended comfort centres during the floods. Ms. Henhoeffler suggested that this training is for staff to get an understanding of activating the Emergency Coordination Centre, of which elected officials do

not attend unless invited in. That being said, if councillors felt a training would be necessary, a new training could be produced but she felt the Municipal and Elected Officials training that was held would be enough for councillors. She also indicated that if councillors were interested in volunteering at a comfort centre, it would fall under the volunteer roster and training would be created specific to those tasks.

Warden Webber stated with the number of emergencies increasing and the costs rising, having more staff trained is important and each session held creates more staff trained than ever before which is the right direction.

It was agreed that more staff should be trained and find ways to include these costs into the upcoming budget.

### **Volunteer Roster**

Discussion around the importance of training volunteers for more emergencies that are expected to occur given the small number of organizations that support emergencies.

Councillor Nowe suggested that the fire hall in TOMB can be used as a shelter but are still looking for volunteers to assist.

### **Vulnerable Person Registry (VPR)**

Mr. Dumaresq also presented his report to Advisory.

Mayor Bolivar-Getson asked if fire departments do wellness checks on residents. Ms.

Henhoeffer stated that each fire department has different procedures and asking them to add more tasks could be a challenge as they are all run by volunteers.

**Moved by Mayor Bolivar Getson and seconded by Councillor Carver that the Regional Emergency Management Advisory Committee recommend that partner councils write to the Nova Scotia Federation of Municipalities and the Provincial Minister of Emergency Management, requesting the creation of a province-wide vulnerable person registry. Carried unanimously.**

### **Evacuation Routes**

Mayor Bolivar-Getson asked if units should be changing the planning as many locations on the county only have one way in/out. Ms. Henhoeffer suggested she is an advocate for enhanced planning to ensure communities have the ability to safely evacuate and it starts with planning in the municipal units. What isn't dealt with in planning is dealt with in an emergency when people are at risk.

**Moved by Mayor Bolivar Getson and seconded by Warden Webber that the potential projects resulting from the Nova Scotia Wildfires be referred to the 2024/25 budget. Carried unanimously.**

## **5. New Business**

### **5.1 Major Flash Flooding After Action Report**

Ms. Henhoeffer presented the After Action Report from the major flooding event in July 2023.

**Moved by Councillor Nowe and seconded by Councillor Hubley to receive the report and any non-monetary items be worked on unless they can be included in the existing operating budget. Carried unanimously.**

## **5.2 Budget Variance Update**

Mr. Dumaresq presented the budget variance for the current 2023-24 budget.

**Moved by Mayor Bolivar-Getson and seconded by Councillor Nowe that the Regional Emergency Management Advisory Committee approve an additional \$20,200 for the 2023/24 budget, and recommend approval to the partner municipal units in accordance with section 20 of the intermunicipal agreement.**

## **5.3 Shelburne Wildfire Fire Services Survey Report**

Ms. Henhoeffler shared the survey report from the fire departments following the participating in the Shelburne wildfire.

## **6. EMO Updates - absent**

## **7. REMO Manager Updates**

It has been busy and writing the training course and workbook took a significant amount of time. Ms. Henhoeffler stated she is on vacation from November 17 until January 2 so much of her work has been to get things prepared for her departure. She advised all programs will stop until her return and the AECs will provide basic coverage for monitoring the on-call phone and email and assist in an emergency.

## **8. Added Items**

### **Community Workshop**

Councillor Carver shared information about a community workshop in Antigonish and asked if REMO would consider a 72-hr preparedness for those who want to stay in their homes when the power is out, and how to stay informed. She recognized there are a lot of brochures and information on the website however felt an interactive version as well as virtual component would be helpful. Ms. Henhoeffler suggested she is available for community presentations and although she has not done one in this format is open to a Teams or Zoom presentation in the new year.

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

**10. Adjournment – Moved by Mayor Bolivar-Getson, seconded by Councillor Thorburne to adjourn the meeting at 10:38 a.m.**