

## **JOINT EMERGENCY MEASURES ORGANIZATION**

### **PLANNING COMMITTEE MEETING**

#### **MINUTES – SEPTEMBER 29, 2011**

The meeting was called to order by the Emergency Measures Coordinator at 7:00pm in the meeting room of the Barrington Ground Search & Rescue Building with the following members present:

- Jim Newell, EMO Coordinator
  - Dick Crowell, Alternate EMO Coordinator
  - Mike Hopkins, Barrington Ground Search & Rescue
  - Jim Newell, Canadian Coast Guard
  - Sue Hennigar, VON
  - Penny Duggan, Island & Barrington Passage Fire Department
  - Constable Dave Toope, RCMP
  - Jason Goodwin, Canadian Red Cross
  - Sharon Brannen, Municipality of Barrington
  - Mike Swim, Municipality of Barrington
  - John Nickerson, Barrington Fire Department,
  - Steve Mills, EMO
- Brian Crowell, Town of Clark's Harbour and Secretary for the meeting

Absent were:

- Cameron Whiteway, Municipality of Barrington
- Bryant Newell, Town of Clark's Harbour
- Gilles Demaire, Bayside Home
- Trudy Smith, Department of Community Services
- Bonnie Lloyd, Tri County Housing Authority
- Phillip Stoddard, Roseway Hospital
- Crystal Larkin, EHS
- Steve Stoddard, Tri County Regional School Board
- Dennis Smith, Shag Harbour/Bear Point Fire Department
- Gordon Ross, Woods Harbour Fire Department
- Brian Crowell, Port Clyde Fire Department
- David Garron, Port LaTour Fire Department

#### **ADDITIONS TO THE AGENDA**

It was requested that Steve Mills report on EMO updates to the Planning Committee

**APPROVAL OF THE AGENDA**

Moved by S. Brannen and seconded by M. Hopkins that the Agenda be approved as circulated including the Addition To The Agenda as requested.

Motion carried unanimously.

**APPROVAL OF MINUTES**

Moved by M. Swim and seconded by P. Duggan that the Minutes from the May 26, 2011 meeting be approved as circulated.

Motion carried unanimously.

**PUBLIC INFORMATION OFFICER**

The Planning Committee has not had a Public Information Officer since the resignation of Lesa Rossetti.

Moved by P. Duggan and seconded by S. Hennigar that Dick Crowell assume the position of Public Information Officer.

Motion carried unanimously.

**INSURANCE - NON OWNED VEHICLES**

The EMO Coordinator informed the Committee that members of the Committee who have a car accident in their own vehicle while performing EMO duties and have insufficient insurance coverage, the municipal insurance policy would cover any excess coverage they may require.

**RESIGNATION**

The Committee was in receipt of correspondence from Brian Holland resigning from his position Emergency Operation Centre Manager. This position is currently held by Brian Holland and Brian Crowell.

Moved by M. Swim and seconded by J. Goodwin that the resignation be accepted with regret and the a letter of thanks for past service be forwarded to Brian Holland.

Motion carried unanimously.

## **SAND BAGS**

Encana has donated 30,000 filled sand bags to the province. The Department of Transportation has taken 20,000 with the remaining 10,000 being offered to EMO organizations. Transportation of the sand bags must be covered by each EMO organization. Transportation costs, storage and moving of the sand bags were noted as problem issues.

## **MARITIME RADIO SYSTEM**

The Committee was informed that the new Maritime Radio System should be operational in 2015. This will allow all emergency providers to communicate directly with each other.

## **JEPP APPLICATIONS**

The Committee was updated on the status of the 2011/2012 JEPP project. The generator is on site and awaiting connection.

The Committee discussed applying for funding under the 2012/2013 JEPP program. Deadline for applications is November 14, 2011.

Moved by M. Swim and seconded by M. Hopkins that the Planning Committee recommend to the Executive Committee that two applications for funding be forwarded for approval. One application would be for funding for a generator for the Royal Canadian Legion Building in Clark's Harbour which is a designated comfort centre and that second application would be for funding for two TMR radio sets for the Emergency Measures Organization.

Motion carried unanimously.

## **SELF EVALUATION REPORT**

The Committee was informed that the results of the Self Evaluation Report stated that the Committee should have a Public Information Officer and it should have a Media Alert Plan in place.

## **72 PREPAREDNESS MESSAGE**

The Committee was informed that the message of being prepared to look after yourself for 72 hours during an emergency is still the message being put forward in Canada even though information is coming from other counties that people should be prepared to look after themselves for a longer period of time.

**EMERGENCY PLAN UPDATE**

There will be work done on the Emergency Plan during the winter months to bring the information up to date.

**STEVE MILLS**

Steve Mills provided the Committee with updates on the activities of the provincial EMO.

**NEXT MEETING**

The next meeting of the Planning Committee will be October 25, 2011.

**ADJOURNMENT**

As there was no further business, the meeting was adjourned at 8:10pm by the mutual consent of the members.