

**JOINT EMERGENCY MEASURES ORGANIZATION
EXECUTIVE COMMITTEE MEETING**

February 2, 2016

The meeting was called to order by the Warden at 7:10 p.m., in the Conference Room, in the Administrative Centre, in Barrington, NS, with the following members present:

- Warden Lindsay (Eddie) Nickerson, Municipality of Barrington
- Councillor Shaun Hatfield, Municipality of Barrington
- Mayor Leigh Stoddart, Town of Clark's Harbour
- Councillor Russell Atkinson, Town of Clark's Harbour
- Councillor Louann Link, Town of Clark's Harbour

Also present:

- Jim Newell, EMO Coordinator
- Dick Crowell, Alternate EMO Coordinator
- Jennifer Jones, Clerk/Treasurer, Town of Clark's Harbour
- Rob Frost, CAO, Municipality of Barrington

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

APPROVAL OF AGENDA

Being duly moved and seconded the agenda was approved as presented.

Motion carried unanimously. (5-0)

APPROVAL OF MINUTES

Being duly moved and seconded that minutes of May 12, 2016 EMO Executive are approved as presented.

Motion carried unanimously (5-0)

FINANCIAL UPDATE

Coordinator Jim Newell gave an update on the current financial position of the EMO. There was discussion as to what to do if there is a surplus of funds. There was general discussion that there should be a ceiling placed on the amount held in reserve, which is further discussed later in the meeting. Jim also spoke to the idea of purchasing a generator for the Lions Hall to provide improved facilities for a comfort centre. Although a quote had not been received for the generator itself there was a rough quote of \$6,700 for the electrical work. The general feeling was that the project would cost \$20,000. The committee referred this back to the EMO Planning group to come up with a recommendation based on the need, location, and status on use of a comfort centre, etc.

EMO EXECUTIVE HOST AND CHAIR

Discussion ensued as to who should host and chair the EMO Executive meetings, and whether to follow the original plan of switching every four years. It was agreed that the hosting duties would switch with each meeting, and the Chief Elected Official would Chair when they are hosting.

BUDGET 2017/2018

The amount held in reserve was further discussed. It was the general consensus that there should not be more than \$5,000 held in a reserve for use by the EMO for future projects or a contingency fund.

The Planning Committee was asked to complete a draft budget to be brought back to the EMO Executive for review and approval.

TRAINING FOR ELECTED OFFICIALS

There was discussion regarding holding an ICS 100 course for elected officials. Rob will work with David Kendrick to set a date for training.

It was also suggested to have Stephen Mills come present on the same day, if possible, as to the role of municipal government and elected officials as it relates to Emergency Management.

RESULTS OF THE MUNICIPAL EMERGENCY MANAGEMENT EVALUATION

Jim presented the results of the evaluation that was performed with Stephen Mills of EMONS. Jim reviewed each section of the evaluation including the areas where we scored well, and the areas where the EMO needs to see improvement.

Planning Committee will work on the areas for improvement.

NEXT MEETING

The next meeting will be hosted by Clark's Harbour on March 23, 2017, at 7:00 p.m.

ADJOURNMENT

The meeting was adjourned at 9:07 p.m.

Chair

Secretary for the Meeting

