

JOINT EMERGENCY MEASURES ORGANIZATION

PLANNING COMMITTEE

MINUTES – April 26, 2017

The meeting was called to order by the Emergency Measures Coordinator, Jim Newell at 7:10pm in the meeting room of the Barrington Municipal building with the following present:

- Jim Newell, EMO Coordinator
- David Kendrick, Municipality of Barrington
- Dick Crowell, Alternate EMO Coordinator
- Jennifer Jones, Town of Clark's Harbour and Secretary for the meeting
- MJ DeLuco, RCMP Barrington Detachment
- Rob Frost, CAO, MOB
- Ronald Fitzpatrick, Bay Side Home
- Penny Duggan, Island & Barrington Passage Fire Dept
- Sherree Smith, Red Cross
- Ann Tingley, Red Cross

Absent were:

- Bonnie Lloyd, Western Regional Housing
- Bryant Newell, Town of Clark's Harbour
- Gordon Ross, Woods Harbour Fire Department
- Deanna Jacquard, Roseway Hospital
- Ryan Grist, EHS
- Charla Strang, Community Services
- Steve Stoddard, TCRSB
- Jim Newell, CCG
- Tim Birt, Barrington Ground Search and Rescue

1. ADDITIONS TO THE AGENDA:

Members List
Keys to the EOC and Alternate
Hazard Analysis

2. APPROVAL OF THE AGENDA

Moved by MJ DeLuco and seconded by R Fitzpatrick that the Agenda, as well as the additions, be approved as circulated.

Motion carried unanimously.

3. APPROVAL OF PRVIOUS MINUTES

Moved by D Kendrick and seconded by R Fitzpatrick that the Minutes from the meeting of March 16, 2017 be approved as circulated.

Motion carried unanimously.

4. BUSINESS ARISING FROM THE MINUTES:

Budget: At the Town of Clark's Harbour last regular meeting of Council, Council did not approve the Joint EMO budget. Town Clerk, Jennifer Jones, indicated that the Joint EMO budget is on the agenda again at the next regular meeting, being held on May 3rd.

Generator for the Lion's Hall: It was clarified by Lion's member, Andrew Goreham, in a conversation with MOB CAO Rob Frost that the Lions were planning on doing upgrades, but that a generator purchase wasn't on that list.

5. EMERGENCY PLAN UPDATE:

Communication Plan: Joint EMO alternate coordinator, Dick Crowell, put together a draft public communication plan. After some consideration from members, it was discovered that there need more information, especially the information regarding the alternate EOC Centre, the Island and Barrington Passage Fire Hall. It was also discussed that some areas of the Municipality of Barrington are 'dead' zones, with no use of cell phones, and other communication devices. It was suggested that these 'dead' zones be identified and mapped.

There was discussion also of what overall communication system to use, Everbridge or Yarmouth Dispatch, if any. CAO Rob Frost will contact Steve Mills of EMONS to get his opinion.

Comfort Centre Policy/Procedure: Jim Newell, Joint EMO Coordinator, drafted a comfort centre policy and a procedure for opening one. After some consideration with members present, it was decided that it needed a little fine tuning. CAO Rob Frost would see to this.

6. Additions to the Agenda:

Members List: Member Dave Kendrick pointed out that our members list consists of those that have not attended a meeting in the past two years. He suggested that the organizations of which these members belong be contacted to inquire if these or other representatives are available to attend meetings. He indicated that he would make those calls of inquiry.

Keys to the EOC and Alternate: It was pointed out that in the event if either EOC needed opening; there were only a select few that actually had keys to do so. It was suggested that a fob system be installed at the BGSR building (the Island and Barrington Passage Fire Hall

is already equipped with this system) and that the Joint EMO Coordinator, the Alternate, RCMP, the Town Clerk and MOB CAO be equipped with a key (fob) for these centers.

Hazard Analysis: A special meeting will be held to discuss this, because of its complexity and time consumption. This meeting will take place on June 29th, 2017 at the Barrington Municipal Building at 7pm.

Note: There will be a TMR course held in Wood's Harbour on June 5th at 6:30, open to all. Place to be determined.

Dave Kendrick suggested that the Joint EMO Emergency Plan be put on the Municipality of Barrington's website, with no personal information available to the public. Great idea Mrs Jones....lol

8. NEXT MEETING DATE: Next meeting is scheduled to take place on Wednesday April 26th, 2017 at the Barrington Municipal Building.

9. ADJOURNMENT: 8:30PM