
Rural Municipality of West River Emergency Measure Committee

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| Meeting No. | 2 | Chair | Shaun MacArthur |
| Meeting Date | Monday, May 3, 2021 | Phone | 902-675-7000 |
| Start Time | 7:00 PM | E-mail: | admin@westriverpe.ca |
| Location | Afton Community Center | Session | Public |
| Present | Mayor Helen Smith-MacPhail, Councillor Shaun MacArthur, Councillor Lori Ashley, Councillor Pam Baglole | | |
| Also | Laala Jahanshahloo – CAO, Mark MacFadyen | | |
| Regrets | Nil | | |

- **Call to order**

Chair Shaun MacArthur called the meeting to order at 7:00 pm.

Councillor Pam Baglole attended virtually.

- **Approval of Agenda**

It was moved by Mayor Helen Smith-MacPhail and seconded by Councillor Lori Ashley; the agenda approved as circulated.

Motion Carried

- **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Business Arising from Minutes**

- ➔ Nil.

- **Approval of Minutes**

It was moved by Councillor Lori Ashley and seconded by Councillor Pam Baglolo that the minutes of February 1, 2021, Emergency Measure Committee meeting approved as circulated.

Motion Carried

- **EMO2.1**

- ➔ According to EC2020-485, "That the Interim Council for the restructured Rural Municipality of West River shall comply with the requirements for a municipal emergency measures plan and program by October 2022."

- ➔ The Committee has recommended the following EOC Team Members to the Council:

- Mark MacFadyen as emergency coordinator to fill the EMO Manager position.
 - Councillor Shaun MacArthur as deputy emergency coordinator to act as the Deputy for EMO Manager.

- ➔ The Committee suggested the following ECO Team Members and added the following responsibilities (According to Municipal Emergency Management Program Guide) to their job description (according to MGA):

- Mayor as Information Officer (IO)
 - Deputy Mayor as Deputy Information Officer (IO)
 - Chief Administrative Officer as Finance and Administration Section Chief
 - Chair of the Finance Committee as Finance and Administration Section Chief

- ➔ The CAO will contact the following organization to have a liaison in the EMO team:

- RCMP for Police Agency Representative
 - NRF for Police Agency Representative

→ The EMO Manager will reach out to the community members and institutes via different channels, including social media, emails, etc., to find volunteers for EMO Team and fill the remaining position after Council passes the resolution to appoint the emergency coordinator.

● **EMO2.2**

→ The Committee members have reviewed the EMO plans of the Town of Cornwall, Town of Stratford, and Borden-Carleton to familiarize themselves with the plan and its requirements.

● **EMO2.3**

→ The emergency management training courses offered through the PEI Emergency Measures Organization are available via the following link:

<https://www.princeedwardisland.ca/en/service/register-emergency-management-training-0>

● **Adjournment**

→ The meeting adjourned at 8:00 pm.

→ The next meeting will be on June 7, 2021.

SHAUN MACARTHUR _____

CHAIR