
Rural Municipality of West River Emergency Measures Committee

Meeting No.	7	Chair	Shaun MacArthur
Meeting Date	Wednesday, November 2, 2022	Phone	902-675-7000
Start Time	7:00 PM	E-mail	admin@westriverpe.ca
Location	Afton Community Center	Session	Public
Present	Councillor Shaun MacArthur, Councillor Pam Baglole		
Also	Laala Jahanshahloo – CAO, Kelly Taylor, Lillian MacCannell		
Regrets	Mayor Helen Smith-MacPhail, Councillor Lori Ashley		

- **Call to order**

Chair Shaun MacArthur called the meeting to order at 7:10 PM.

- **Approval of Agenda**

It was moved by Councillor Shaun MacArthur and seconded by Councillor Pam Baglole; the agenda was approved as circulated.

Motion Carried

- **Approval of Minutes**

➔ It was moved by Councillor Pam Baglole and seconded by Councillor Shaun MacArthur that the minutes of October 3, 2022, Emergency Measures Committee meeting approved as circulated.

➔ **Motion Carried**

- **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **EMO7.1**

➔ The Committee reviewed Fiona's response and summarized it as follows:

- Two ERCs of Afton Community Center (ACC) and Kingston Legion #30 (KL#30) were activated on September 24, 2022.
- KL#30 was operational from 9:00 am to 4:00 pm until the end of September, providing the residents with hot drinks, snacks, and access to the kitchen, internet and charging station.
- KL#30 served approximately 280 during seven days as a warming center.
- ACC was operational:
 - From 8:00 am - 8:00 pm until the end of October 7, 2022, it provided the residents with hot drinks, three hot meals (dine-in or take-out), internet and charging stations.
 - On October 8, 2022, ERC was closed, as all the staff and active volunteers were down by Covid.
 - Providing the residents with hot drinks, one meal, snacks, and access to the internet and charging station:
 - ✓ October 9, 2022, from 12:00 pm to 3:00 pm.
 - ✓ October 10, 2022, from 3:00 pm to 6:00 pm.
 - October 11 to 14, 2022, from 11:00 pm to 6:00 pm, providing the residents with hot drinks, snacks, and access to the internet and charging station:
 - ACC served approximately 3000 during 22 days operating as a warming center.
- There was 24/7 access to water using the hose outside of the ACC and KL#30 until October 15, 2022.
- ACC served as the "Food Distribution Center."

- At ACC, a staff was designated to support seniors and anyone who had difficulty registering for the Red Cross and/or Provincial Disaster Financial Assistance program.
- ➔ ACC Warming Center distributed 500 meals for thanksgiving and had a designated staff to deliver the meals to those who could not come to the center (i.e. seniors, ..)
- ➔ ACC Warming Center received donations from the residents. As the RMWR has no Ploic or Bylaw for accepting donations, the Committee directed the CAO:
 - Buy \$1,000 cash cards for distribution between residents to prepare for future EMO activation. The Committee realized the need for cash cards for the households who need them during any disaster response.
 - Donate the rest to the West River Community Fridge.

- **EMO7.2**

- ➔ The Committee prepared the following to-do list to increase the efficiency and readiness for its next response if/when needed.
 - Create an inventory list of the food and consumables and stockpile it as required.
 - Update the list of RMWR accounts with suppliers.
 - Prepare a list of emergency readiness recommendations.
- ➔ As there is a need to have a secure storage/room for its stockpile at Afton Community Center, it referred to be reviewed by the Finance Committee budget-wise and the Properties Committee regarding possible placement.
- ➔ The Committee requested a budget line for EMO expenses in the 2023-24 financial plan, as the ERC needs to be equipped to operate as a 24/7 reception center.
- ➔ The Committee directed the CAO to look for available funding programs to install electronic signs at Bonshaw Community Center and NHR.
- ➔ The Committee decided to use CBC radio as an additional platform for announcing any EMO/ERC updates in future.

- **EMO7.3**

- ➔ The Committee reviewed the proposal for a "Wellness Check" during any EMO activation, especially during winter and directed the CAO to study the legal aspects and implementation prerequisites for registering people for this program and make some inquiries about how to advertise it.

- **EMO7.4**

- ➔ All the registration forms from both ERCs during Fiona's response were shared to avoid a bridge of confidentiality, as there was no disclaimer/disclosure on the registration form template provided by PEI EMO.
- ➔ The Committee directed the CAO to seek legal advice to draft a disclosure for collecting and using personal information for the reception/warming Centre registration form.

- **EMO7.5**

- ➔ The CAO applied for the PEI Emergency Jobs Initiative Program on October 11, 2022, and received approval on October 25, 2022.
- ➔ The Committee reviewed the received EJI Contract content-wise and referred it to the Finance Committee for the final recommendation of the Council to authorize the CAO to sign it.

- **Adjournment**

- ➔ The meeting adjourned at 8:00 PM.
- ➔ The next meeting is to be determined after the new Council takes office.

SHAUN MACARTHUR _____

CHAIR