



## Rural Municipality of West River

### Emergency Management Committee Meeting Minutes

<b>Meeting No</b>	EMO-24-01	<b>Time</b>	6:00 PM
<b>Session</b>	Regular - Public	<b>Date:</b>	Thursday, April 25, 2024
<b>Chair</b>	Shaun MacArthur – Deputy Mayor	<b>Location</b>	Afton Community Centre
<b>Adoption status</b>	To be approved	<b>Contact Person</b>	Laala Jahanshahloo - CAO
<b>Attendance</b>	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Lillian MacCannell, Mark MacFadyen - Emergency Coordinator, Laala Jahanshahloo - CAO, Susan Morse - Administrative Assistant		
<b>Regret</b>	Nil		
<b>Guest</b>	Nil		

#### ▪ **Call to Order**

Deputy Mayor Shaun MacArthur called the meeting to order at 6:00 PM.

#### ▪ **Adoption & Approval of Agenda**

The agenda was approved as circulated. It was moved by Mayor Helen Smith-MacPhail, seconded by Councillor Lillian MacCannell, and unanimously carried.

#### ▪ **Declarations of Conflict of Interest**

No conflict of interest was declared.

#### ▪ **Adoption of Previous Meeting's Minutes**

The minutes of September 14, 2023, Emergency Management Committee Meeting were approved as circulated. It was moved by Mayor Helen Smith-MacPhail, seconded by Deputy Mayor Shaun MacArthur, and unanimously carried.

#### • **Recommendation Items**

##### **EMO.24.04.1 – Preparation for Hurricane Season**

**Decision Type:** Action

**Status:** Recommended

**Description:**

The Committee discussed EMO response readiness for the 2024 Hurricane Season and recommended that an Inventory of EMO supplies be completed during the summer months; Drinking Water can be purchased closer to the Hurricane Season or in advance of forecasted weather events. The Committee recommends the following items be purchased:

- 8-10 cots.
- Windows blind for the sleeping area.
- Curtains for partitioning the sleeping area into two or more rooms.

- **Information Items**

**EMO.24.04.2 – RMWR’s Certified Reception Centres**

**Decision Type:** Information

**Status:** Received

**Description:**

The CAO advised the committee that both Afton and Bonshaw Community Centres are now certified reception centres.

- **Adjournment**

- Deputy Mayor Shaun MacArthur motioned to adjourn the meeting at 6:30 PM.
- The next meeting will be determined later.

Shaun MacArthur

Laala Jahanshahloo

Deputy Mayor \_\_\_\_\_

Chief Administrative Officer \_\_\_\_\_