



**Emergency Measures Committee
Minutes
February 24, 2021**

Attendance: Mayor Cassidy (Chair), Cindy Hackett and Sherri Johnston (staff), Terri Parker (EOC Coordinator), Carla Ward, Mike Mockler, Jeff Justason, Melissa McCarthy, Ken Mills
Absent: John Johnston

Virtual Meeting Called to Order- 6:04 pm

Mayor Cassidy welcomed everyone to the virtual meeting.

EMO Committee Report was provided in the agenda package.

Emergency Measures Plan Update

- Most of the business directory was contacted to verify the information.
- Staff will compile the data and update the excel sheet.
- This report will be brought forward to the committee next month, if completed.
- The York Sunbury Search & Rescue should be added to the contact list.

Update of Mobile Generator- The connection cables are completed at the fire hall; the electrician and I will be testing the generator next week at the Yoho Scout Lodge and provide training. A procedure document will be drafted and issued to the committee at the lodge and also our binders for future reference.

Future Meeting Schedule- Meetings will continue to be the 4th Wednesday of each month. It was determined that the committee would like to meet in person starting in April if the pandemic allows in-person meetings.

Future Training

Cyber Security

- Cyber Security and the effects it would have on our municipal office and the EOC. The EOC Coordinator is taking training on Feb 24 & 25 on Cyber Security. If there are any questions that we want answered forward them by email.

Mutual Aid Agreements

- Ask Chief Crouse he would put on a presentation about fire service.
- Ask Rotary Club if they would be interested to assist with meal preparation, volunteering.
- Ask the York Sunbury Search & Rescue if they would like to do a presentation.

Future School

- Ask Dept. of Education or DTI if they would do a presentation on the process at other schools during evacuations, school lock-downs and the process that would be needed for the centre in the case of an emergency.

Online Training for Committee Members

- It is encouraged that all members take the Basic EMO course from NBEMO. This is an online course.
- Contact the Clerk (EOC Coordinator) if interested and the office will register you and pay the \$50 fee.
- Staff will confirm if EMO committee members are exempt from this fee.

Emergency Plan Policy

- A few pandemic policies were researched, and copies were forwarded to the committee for their review and then we will draft a policy on pandemics as well as cyber security.
- This exercise is better to do in an in-person meeting (possibly April)

Sentinel

- The EMO committee in conjunction with the Communications Committee will do another sentinel blitz.
- This was also discussed with Council and we will purchase a portable hand generator as a prize for any new residents signing up; from those names there will be one winner.

Date & Time of Next Meeting: March 24, 2021 (virtually)

Adjournment- Meeting was adjourned at 6:47 pm.

Respectively Submitted,

Terri L Parker
EOC Coordinator