



COMMITTEE REPORT

EMERGENCY MEASURES

DATE: September 23, 2021

ATTENDEES: Mayor Dave Morrison (Chair), Councillor Pat Septon (Vice-Chair), Ken Mills, Mark Murray, Susan Cassidy, Carla Ward, Terri Parker (EOC Coordinator), Sherri Johnston (Staff), Brian Cahill

REGRETS: John Johnston, Mike Mockler, Emily Gregory (Staff), Paul LeGreasly (possible new member)

Effective Wednesday Sept 23rd all members of the committee must provide proof of vaccination with 2 doses and must be confirmed with the Hanwell Clerk.

Mayor Morrison (Chair) called the meeting to order at 6pm.

The Emergency Measures Committee met on Wednesday, September 22nd @ 6 pm and Brian Cahill was welcomed to the committee.

A copy of the August 25th, committee report was distributed and reviewed.

Tabletop Exercise- October 27, 2021

The EOC Coordinator has arranged a tabletop exercise for October 27th. Denis Desrosiers from Sentinel Alert Systems will be drafting a training session and will do the exercise with the committee virtually, we will meet in Council chambers or the Community Hall to do the training.

The committee was brought up-to-date regarding a rescue that was done by the fire department a few weeks ago to assist with an individual that was hurt on the trails behind the community hall.

This was also discussed with Denis Desrosiers, and we thought the scenario could be a fire in the woods and evacuation of the trails, the park and possibly Hanwell Place would be necessary.

The EOC Coordinator also mentioned that the school is next door, and our Emergency Operations Centre (EOC) is in Hanwell Place. The scenario is unknown, and no further details will be provided to the members until the emergency begins.

Typically, Council will not be in the EOC during an emergency however if any councillors would like to attend our training session on Oct 27th it may be beneficial to know what the committee is responsible for during an emergency.

Emergency Plan- Scenario #1

For homework the committee was asked to think of step-by-step action items that would need to be done for scenario #1 of the Hanwell Emergency Response Plan which is an Ice Storm (including Windstorm/Tornado) with partial or total power blackout. These action items will become part of the scenario and added to the Emergency Plan. In coming weeks, the committee will do the same for each scenario.



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Emergency Plan Business Directory

The business directory in the Emergency Plan is currently being updated and contact information confirmed. It was suggested that this excel sheet be drafted in both alphabetical as well as in categories such as Heavy Equipment, Food, Contractors etc.

Review of Roles and Reports for new Members

The committee suggested that due to new members of Council, staff and committee members that a review of the roles and responsibilities of the EOC members, and the various reports be reviewed before our tabletop exercise. The EOC Coordinator will put together a package for the members in the coming week.

Volunteer List

The committee is desperate need of volunteers to assist during an emergency. This could be as simple as helping with food preparation, assisting elderly, young children, or animals, working at the warming shelters etc. Councillor Septon stated that he would try to recruit some volunteers.

We will continue to meet on the 4th Wednesday of every month at 6pm.

Next meetings will be October 27th at 6:00pm.

Meeting Adjourned at 8:15 pm.

Respectively Submitted,
Terri L Parker (EOC Coordinator)

Motion for Council Meeting

***** Motion to add committee members:**

As per the Committee Policy #2014-01 all committee members must be approved by Council.

BE IT RESOLVED that the following member be approved for the Emergency Measures Committee:

Brian Cahill