



ATTENDING

Municipality of the County of Kings

- Mayor Peter Muttart
- Councillor Martha Armstrong

Town of Kentville

- Mayor Sandra Snow
- CAO, Mark Phillips

Town of Berwick

- Mayor Don Clarke
- Councillor Mike Trinacty
- Assistant CAO, Mike Payne

Town of Wolfville

- Mayor Jeff Cantwell
- Councillor Oonagh Proudfoot
- CAO, Erin Beaudin

ABSENT WITH REGRETS

- CAO Scott Conrod, Municipality of the County of Kings
- Deputy CAO Rob Frost, Municipality of the County of Kings
- Deputy Mayor Lynn Pulsifer, Town of Kentville
- CAO Don Regan, Town of Berwick

ALSO ATTENDING

- Kings REMC, Dan Stovel
- EMO NS Planning Officer – Western Zone, Andrew Mitton

Agenda Item

Discussion and Decisions

1. Call to Order

Chair, Mayor Cantwell, called the July 16th REMAC Meeting to order at 10:06 am

2. Approval of Agenda

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE OCTOBER 15, 2018 REMAC MEETING AGENDA BE APPROVED AS CIRCULATED

CARRIED

3. Approval of Minutes

a. July 16, 2018

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE KINGS COUNTY REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE MEETING OF JULY 16, 2018 BE APPROVED AS CIRCULATED

CARRIED

4. Business from Previous Minutes

**a. First Responder
Access to Annapolis
Valley Trail**

REMC highlighted that in discussion with the EM Planning Committee and EHS Western Regional Manager, that First Responder access to the Annapolis Valley Trails system is not considered to be an issue. While some of the EHS vehicles are unable to access portions of the trail given the size and vehicular barriers installed at some trail points, extrication of any patient is supported by local Fire Departments using specialized equipment. The Valley Fire Departments are excellent at mitigating obstacles to patient access.



Agenda Item

b. Kings Regional EM Plan (REMP)

Discussion and Decisions

The current Kings County Emergency Management Plan is dated July 2013. As part of the Kings REMO 2018-2020 Workplan, the Regional Emergency Management Plan (REMP) has undergone revision and update. The updated REMP was reviewed and approved by the Regional EM Planning Committee on September 19th and was recommended for forwarding to the Advisory Committee for review and approval for submission to Municipal Councils.

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE FORWARD THE KINGS REMO DRAFT REGIONAL EMERGENCY MANAGEMENT PLAN, DATED SEPTEMBER 2018, TO MUNICIPAL COUNCILS FOR APPROVAL, AS PER THE OUTLINED SCHEDULE:

2018-10-15	Reviewed by REMAC
2018-11-06	Town of Wolfville COtW
2018-11-13	Town of Kentville CAC
2018-11-20	Municipality of the County of Kings COtW
2018-11-20	Town of Wolfville Council for approval
2018-11-26	Town of Kentville Council for approval
2018-11-27	Town of Berwick COtW
2018-12-04	Municipality of the County of Kings Council
2018-12-11	Town of Berwick Council for approval

CARRIED

5. New Business

a. Kings REMO Training

(1) Incident Command System (ICS) Training

Kings REMO ICS Training includes the following courses:

- ICS-200 (Kingston Firehall) 2018-07-12/13
- ICS-200 (Waterville Firehall) 2018-11-02/03
- ICS-300 (Municipality of Kings) 2018-11-06/07/08

(2) 2018-07-20 Hurricane discussion-based Exercise

REMC presented the After-Action Report (AAR) from the July 20th Hurricane discussion-based exercise. The key lessons learned from the exercise included:

- Communications
- Roles & Responsibilities
- Testing of Response Plans & Systems

All exercises conducted by Kings REMO will capture lessons learned in support of improving Emergency Preparedness systems within Kings County to support the Strategic Outcome of a 'Safe & Resilient' Kings County.



Agenda Item

(3) 2018-10-26 Wildland Fire-Evacuation discussion-based Exercise

Discussion and Decisions

- In keeping with the regular quarterly training schedule for ECC staff, the next discussion-based exercise will be a Wildland Fire-Evacuation scenario scheduled for Friday, October 26th
- Department of Lands and Forestry has supported the exercise with the development of the scenario
- The After Action Report (AAR) from the exercise will be brought forward to the REMAC at the January 21st meeting

(4) Kings REMO Training

Future Kings REMO forecast training includes:

- Jan 2019 Winter Blizzard / Power Outage
- Apr 2019 Flood
- Fall 2019 ECC Operational Exercise (An action-based exercise where personnel rehearse reactions to an incident scenario, drawing on their understanding of plans and procedures, roles, and responsibilities)
- Spring 2020 Regional Disaster Exercise (Community Involvement in a Flood scenario leading to evacuation)

b. Guide to Emergency Management for Elected Officials

REMC presented a Draft Kings REMO Guide to Emergency Management for Elected Officials for review/discussion by the REMAC

- The Guide will be amended to clearly identify the “Do’s and Don’ts for Elected Officials with regard to Emergency Management – Elected Officials have no direct role in Emergency Management.
- A focused definition needs to be included as to what the Elected Officials role is in Emergency Management – the Elected Official is not the spokesperson for the incident but receives key talking points from the ECC Information Officer as approved by the ECC Manager.

ACTION: REMC TO AMEND THE DRAFT EMERGENCY GUIDE TO KINGS COUNTY MUNICIPAL COUNCILS FOR FURTHER REVIEW/DISCUSSION AT THE JANUARY 21, 2019 REMAC MEETING

c. Community Outreach Update

- In promoting the Strategic Outcome for Kings REMO of a “Safe and Resilient Kings County”, REMC updated the REMAC on activities to promote Emergency Preparedness throughout Kings County
- Emergency Preparedness presentations have been scheduled for the following organizations and Community Centres:
 - 2018-07-25 Lake Paul Community Centre
 - 2018-09-11 Kings County Firefighters Association
 - 2018-09-22 North Alton Community group
 - 2018-10-01 Kingston Lions Club



Agenda Item

Discussion and Decisions

- 2018-10-04 Valley SAR
- 2018-10-10 Aylesford & District Lions Club
- 2018-10-17 Millville Community Centre
- 2018-10-18 East Dalhousie Community Hall
- 2018-10-24 Canadian Federation of University Women
- 2018-11-01 Kingsport Community Centre
- 2018-11-05 Black Rock Community Centre
- 2018-11-22 Mud Creek Rotary

10:40 am Mayor Muttart departed the REMAC meeting

**6. Roundtable
Discussion**

Councillor Mike Trinacty

- Not fully aware of what is required within an “Emergency Go-Kit”
- Is there a National standard for being prepared to evacuate within 30 minutes? Andrew Mitton, EMPO Western Zone, highlighted that evacuation preparation is Risk-based for each individual (i.e., is your residence prone to wildland fire or in a high-risk flood area).

**ACTION: REMC TO DISTRIBUTE TO MUNICIPAL ADMIN STAFF
EMERGENCY MANAGEMENT FLYERS THAT CLEARLY IDENTIFY THE
REQUIREMENTS OF AN EMERGENCY GO-KIT**

7. Adjournment

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE
REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE BE
ADJOURNED AT 10:50 AM**

CARRIED

Approved at the January 21, 2019 Regional Emergency Management Advisory Committee Meeting

As recorded by Dan Stovel, Regional Emergency Management Coordinator (REMC)