



Minutes
Town of Three Rivers
Emergency Management Standing Committee Meeting

November 22, 2021, 6:00 pm
Kings Playhouse

Members Present	Chair Councillor Alan Munro, Travis Halliday, Councillor Cody Jenkins, Mayor Eddie MacAulay, Councillor Paul Morrison, Councillor Jane King
Staff Present	Clerk of Council Joan Marks
Others Present	Audio technician Phil Bulpitt

1. Call to Order

Chair Munro called the meeting to order at 6:00 pm.

2. Approval of Agenda

Moved By Councillor Jenkins

Seconded By Councillor Morrison

THAT the agenda be approved as presented.

Motion Carried Unanimously

3. Disclosure of Conflict of Interest

There were none.

4. Adoption of July 26, 2021 Minutes of Emergency Mgt Standing Committee

Moved By Mayor MacAulay

Seconded By Councillor Morrison

THAT the minutes of the July 26, 2021 Emergency Management Standing Committee Meeting be adopted as written.

Motion Carried Unanimously

5. Presentations and Delegations

There were none.

6. Items for Discussion

6.1 Emergency Management Program document completion

Items discussed:

- Section 10 (page 7) - the secondary EOC location will be the Cardigan Fire Hall.
- Section 16 (page 8) - the annual review date will be September 15th.
- Section 18 (page 9) - Exercise Work Plan to come from Charlottetown EMO office.
- Page 10 - EOC chart to be filled in
- Appendix C (page 13) - to be completed
- Planning Section Chief (page 17) and Logistics Section Chief (page 19) - Chair to determine reference to "appendix 3".
- Resource list (page 29) - remove reference to "Chinese"; Rev Tim Broderick address is Georgetown; Admin to confirm personal contacts have consent form on file
- Appendix G Clause 1 (page 32) - text to remain the same
- Appendix G Clause 4 (page 32) - Chair will confirm with Danny Kelly
- Appendix G Clause 5 (page 33) - text to remain the same
- Appendix G Clause 6 (page 33) - remove instruction reference "Check with them ...". Admin to contact hospital and nursing homes to check for emergency plans.
- Appendix G Clause 7 (page 33) - text to remain the same
- Appendix G Clause 8 (page 33) - Chair to check with Danny Kelly
- Appendix H (page 34 and 35) - Chair to check with Danny Kelly, some discussion of food services

7. Adjournment

Moved By Mayor MacAulay

Seconded By Councillor Jenkins

THAT the meeting be adjourned.

Motion Carried Unanimously

The meeting was adjourned at 6:20 pm.

The next meeting will be held on December 1 at 6:00 pm, location to be determined.

Alan Munro

Councillor Alan Munro, Chair