



Rural Municipality of West River

Emergency Management Committee Meeting Minutes

Meeting No	EMO-23-01	Time	6:00 PM
Session	Regular - Public	Date:	Wednesday, July 19, 2023
Chair	Shaun MacArthur - Councillor	Location	Afton Community Centre
Adaptation status	Approved	Contact Person	Laala Jahanshahloo - CAO
Attendance	Mayor Helen Smith-MacPhail, Councillor Shaun MacArthur, Councillor Lillian MacCannell, Councillor John Yoe, Mark MacFadyen - Emergency Coordinator, Laala Jahanshahloo - CAO, Kelly Taylor - Administrative Assistant, Susan Morse - Office Coordinator,		
Regret	Nil		
Guest	Dwayne & Ann MacEwen, Norma Yoe		

▪ **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 Deputy Mayor Shaun MacArthur and, seconded by Councillor Lillian MacCannell, unanimously carried.

▪ **Declarations of Conflict of Interest**

No conflict of interest was declared.

• **Recommendation Items**

▪ **EMO.23.01.1 - Fiona's Response After Action Report**

Decision Type: Action

Status: Recommended

Description:

The Committee reviewed Fiona's Response activity and suggested the following recommendations:

- A schedule for volunteers,
- Inventory lists for Afton and Bonshaw Community Centers,
- Fanout list needed for each community, including contact info for retailers and suppliers,
- Coordinators are needed as follows -facility, kitchen, and communications,
- Animal welfare/support may be needed,
- Contact EMO regarding the procedure for wellness checks,
- Review items most consumed,
- The exhaust fan in Afton's kitchen needs to be repaired/replaced,
- Plan for communication in case of phones and cell towers are down,
- Look into the cost of having emergency kits available for individuals,
- Public education and preparedness are needed,
- Look into additional funding for emergencies and supplies, cost, and blankets.

▪ **EMO.23.02.1 - Updating RMWR's 2021 EMO Plan**

Decision Type: Action

Status: Referred

Description:

The Committee referred this item to the Emergency Coordinator to contact to update the RMWR's 2021 EMO Plan according to the EMO.23.01.1 and the first elected Council's information.

- **Adjournment**

- Councillor Lillian MacCannell motioned to adjourn the meeting at 7:00 PM.
- The next meeting will be determined later.

Shaun MacArthur

Laala Jahanshahloo

Councillor _____

Chief Administrative Officer _____