

**APPROVED MINUTES**  
**Regular Committee Meeting - NSJEMO**  
**6:30pm Monday, June 29, 2021**  
**North Shore Community Centre**

**PRESENT:**

Committee Chair Councilor Derek Cook, Committee Members Gordie Ellis, Suzanne Pater, Justin Robinson, Richard Furlong, Barb Vessey and CAO of North Shore Stephanie Moase

Absent: Nick Policelli, Jamie Rea, Sheri St Denis, Allen Stoolmiller

1. **CALL TO ORDER:** 6:37pm by Committee Chair Councilor Derek Cook.

2. **APPROVAL OF THE AGENDA:**

**It was duly moved and seconded** that the agenda be approved as presented

***Moved by Gordie Ellis, seconded by Justin Robinson***

***All in Favor***

***MOTION CARRIED***

**2.1 Disclosure of Pecuniary or other Conflicts of Interest**

There were none

3. **APPROVAL OF MINUTES:**

**It was duly moved and seconded** that the minutes of the April 19, 2021 meeting be approved as presented

***Moved by Justin Robinson, seconded by Suzanne Pater***

***All in Favor***

***MOTION CARRIED***

**3.1. Business arising from the minutes**

Cathy Burt has resigned from the committee

4. **NEW BUSINESS:**

**4.1. MOU/Emergency Aid Agreement Update**

As has been discussed previously, the way the Joint Committee has been set up is not within the framework of the MGA. The Bank account has not been claimed on any Municipality's finances and the signatories being the CAO's and not the Mayor and CAO have been flagged as two issues. Going forward the MOU will no longer be required as it pertains to the joint bank account which will be closed. Reserve Fund Bylaw can be used to create reserve funds for each Municipality to hold those funds. Emergency Aid Agreement will be revamped to be part of the shared services bylaw for each Municipality.

**4.2. Shared Services Bylaws**

Shared services Bylaws will have to be done for each Municipality based on what services they are wanting to share with North Shore. Most common will be the sharing of the Committee and the use of the warming centre. The Bylaw will stipulate how each Municipality will pay for the service they choose. We will need to get more information on costs. CAO to check what the amount is for unincorporated areas.

**4.3. Emergency Management Bylaw**

Each Municipality is required under the MGA to submit their own Emergency Management Bylaw, the one we have worked on together will need to be tweaked to remove references to the joint EMO

**4.4. EMO Management Plan**

The Plan has been completed and is allowed to be a Joint Plan, with all Municipalities being under the same Fire District. Review the Draft Joint Emergency Planning document provided by FPEIM. The Plans for each Municipality would contain the individual Shared Services between the Municipality. Training and Tabletop exercises will have to be done for each Municipality, but we may be able to do them together. We will need an appendix that shows what training has been done by each member. It would be nice to try to get the committee to have a training day together.

**4.5. Financial Update**

There were discussions on the cost for North Shore to have the space available for the warming centre, diesel for the generator to do weekly tests, oil change and maintenance of generator, cost to add large diesel tank. These costs are incurred by North Shore and have not been charged out of the EMO account.

**4.6. Training**

Chair Derek Cook encouraged everyone to go online to the Provincial EMO and sign up for training as it is beginning again soon. It would be nice to try to get the committee to have a training day together. Derek, Justin and Suzanne will work with PEI EMO on training info.

**5. NEXT MEETING:** Third week of September on a Tuesday

**6. ADJOURNMENT:**

There being no further business the meeting adjourned at 7:13 pm

**Moved by Gordie Ellis, seconded by Barb Vessey**

***All in Favor***

***MOTION CARRIED***

\_\_\_\_\_  
SIGNED: Derek Cook, Chair

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DATE:

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SIGNED: Stephanie Moase, CAO

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DATE: