



Municipal Emergency Management

Advisory Committee (MEMAC)

August 7th, 2024

Location: Council Chambers

Present: Warden Amanda Mombourquette, Councillor Melanie Sampson, Troy MacCulloch, CAO Steve Marcellus, Emergency Services Coordinator, Shelley David, Municipal Clerk

Regrets:

Call to Order:

Warden Mombourquette called the meeting to order at 6:02 p.m.

Review of the Minutes, February 27, 2024

It was the consensus of the Committee to approve the minutes as corrected.

Committee Terms of Reference (TOR), Second Draft

It was the consensus of the Committee to defer the terms of reference to the next meeting to allow more time for review.

Voluntary Vulnerable Persons Registry (VVPR) Update

Steve Marcellus provided an update on the VVPR.

It was the consensus of the Committee to have staff draft a report for the committee that includes, but is not limited to, the following:

- a) The type of information collected;
- b) The Platform being used;
- c) Financial Implications: Expenses and time investment, including staff effort, related to data collection, and
- d) How the collected information is processed and applied for organizational purposes.



Voyent Alert Update

Steve Marcellus provided an update on the Voyent Alert.

It was the consensus of the committee to have staff proceed with policy development for Voyent Alert communications.

Nova Scotia Emergency Management Office NSEMO Guidance for Municipalities

For information only.

NSEMO Alert Ready Policy & Standard Operating Procedures

For information only.

Recommendations

- a) Defer the TOR for the next MEMAC meeting
- b) For Staff to provide the committee with a VVPR Staff Report as discussed
- c) For staff to proceed with policy development for Voyent Alert communications.

Next Meeting Date

It was the consensus of the committee to have the next meeting on September 4, 2024 at 6 pm.

Adjournment

There being no further business, the meeting was adjourned at 6:48 pm.

Municipal Clerk

Chairperson