



Municipal Emergency Management

Advisory Committee (MEMAC)

March 18, 2025

Location: Virtual - Zoom

Present: Warden Lois Landry, Deputy Warden Brent Sampson,
Councillor Amanda Mombourquette, CAO - Troy
MacCulloch, ESC - Steve Marcellus, Shelley David,
Municipal Clerk

1. **Call to Order**

Councillor Amanda Mombourquette called the meeting to order at 6:03 p.m.

2. **Items Added to the Agenda (Approval of the Agenda)**

Moved by Warden Lois Landry, seconded by Deputy Warden Brent Sampson, that the agenda be approved.

Motion carried.

3. **Review of the Minutes - February 10, 2025**

Moved by Deputy Warden Brent Sampson, seconded by Warden Lois Landry, that the minutes of the February 10, 2025, MEMAC meeting be approved.

Motion carried.

4. **Emergency Services Coordinator, Re: Information Items**

a) Emergency Management Brochures

The Committee reviewed and provided feedback on the brochures.

b) Draft – Emergency Management Guide for Elected Officials

- The Committee unanimously agreed to place ISC planning on the next agenda.



c) Comfort Centre Opening List

The Committee reviewed the Comfort Centre Opening List and provided feedback.

- The Committee unanimously agreed to refer the discussion on comfort and emergency centers to budget deliberations.
- The Committee unanimously agreed to have staff contact legal for advice on using non-certified centers during a significant weather event and to investigate the type of insurance the Municipality would require.

d) Voluntary Vulnerable Persons Registry (VVPR) Update

Discussion ensued, and the roll-out date for the VVPR is scheduled for April 1, 2025.

- The Committee unanimously agreed to have staff prepare a standard operating procedure for the VVPR.

e) Voyent Alert Update

Discussion ensued, and the roll-out date for Voyent Alert is April 1, 2025.

5. **Correspondence, Re: Letter from Hon. Kim Masland regarding an update on Municipal Disaster Financial Assistance (DFA) claims.**

For information only.

6. **Recommendations to Council**

n/a

7. **Next Meeting Date**

April 29, 2025, at 6:00 p.m.

8. **Adjournment**

There being no further business, the meeting was adjourned at 6:44 pm.

Municipal Clerk

Chairperson