



**TOWN OF HAY RIVER
COMMUNITY EMERGENCY MANAGEMENT COMMITTEE MEETING
February 23rd, 2023 @ 13:30pm
Teams**

1. Introduction (Glenn)
 - Roll Call of all members in attendance – Attendee List attached.
 - Mayor Opening Remarks

2. After Action Reviews
 - Key Changes (Travis)
 - Vulnerable sector evacuation preparedness: we were removing individuals with mobility problems days after the evacuation.
 - Scene Control gaps
 - Preparedness information needed for expanded flood zone.
 - Mass evacuation procedures and location better defined
 - Delays in communication on evacuation order

 - GNWT Update (MACA)
 - After Action Review will be returning soon with a full report the end of March

 - Mitigation Activities
 - Focus by the Town in 2022 has been on recovery activities but some progress has been made on mitigation planning and execution – over 10 mitigation projects are within the 10 Year Capital Plan

 - Activities undertaken to date:
 - Riverview Drive Raising
 - West Channel Berm Enhancements
 - Paradise Gardens Road; Bank Stability/drainage
 - Airport Road Raising
 - Surveying, preliminary design, seeking contribution funding.
 - Downtown Berm
 - Lift Station 1 Mitigation Study
 - Flood Mapping (for Building Standards) – GNWT/Feds
 - Fraser Place Elevation Changes Approved
 - Dredging Lobbying – GNWT announced project.
 - Ice Breaker – proposal received; plan to evaluate with other Govts
 - Sandbagging – bags ordered; sand to be provided



3. Emergency Plan Update (Travis)

- Key Changes (Travis)
 - Changes to update positions changes and update outdated terms throughout the document.
 - Creation of Operations Coordinator which breaks out the operational responsibilities from the emergency coordinator.
 - This position will also coordinate operations during the recovery phase.
 - We have also included that role to have authority to make decision during an emergency.
 - Changes to communications streams to reflect the current communication strategy.
 - Changes to terminology from EOC Emergency operations centre EOC to emergency coordination centre ECC.
 - More specific in the Hazard specific plans as to who is responsible for what task. Not just referencing the committee.

- Key Roles
 - Emergency coordinator (SAO)
 - Emergency Operations Coordinator (Director of Protective services) during active emergencies. During recovery phase the role will change to (director of public works)
 - Communications (ASAO)
 - Registration (HRHSSA)
 - Reception Centre and Registrations Support (Recreation Director)
 - Infrastructure and RCMP road closures
 - Finance (THR Finance Director)
 - Volunteer Registration (Manager of HR)

- Departments for Further Follow Up
 - Meeting with HRHSSA the week of March 13th
 - Meeting with Housing week of March 13th
 - We need to meet with both Infrastructure and RCMP to discuss Road Closing and scene control procedures

4. Emergency Preparedness Operational Planning (Travis)

- Review Preparedness Planning Document
- Tabletop Exercise with CEMC closer to the end of March



5. Public Meeting scheduled for March 14th