

Rural Municipality of Belfast

Mayor: Garth Gillis; Chief Administrative Officer: Bob Brooks; *Incorporated 1972*

SPECIAL COUNCIL MEETING - AGENDA

Wednesday, May 12, 2021 at 7:00 PM

Upstairs Hall, Wood Islands Village

Council:	Mayor Garth Gillis	Deputy Mayor Virginia Cooke
	Councillor Lynn Docherty	Councillor Billy Gamble
	Councillor Andy Henry	Councillor Mary Mecher-Carlson
	Councillor Joanne Vessey	
Administration:	CAO - Bob Brooks	Projects Coordinator - Jill Harris

A Special Council Meeting has been called to begin the work with Council Members on the Municipal Emergency Management Plan (MEMP), as required by the ***Municipal Government Act***. This meeting will follow the outlined process of the Rural Municipality of Belfast (RMB) **Bylaw # 2021-01 Municipal Emergency Management Program Bylaw** (*attached*). As per Special Council restrictions, a limited Agenda is presented as follows:

Item **Order of Business**

- 1. Call to Order** – Council will be called to order at 7:00 PM
- 2. Covid-19 Considerations** –
 - As per WIADC Meeting Room limitations; the number of attendees allowed for this Meeting is limited to 21 people maximum (*7 Council, 2 Admin, 12 General Public*).
 - Additional measures taken for this meeting include:
 - Tables and Chairs treated with a disinfectant;
 - Physical Distancing of approximately 6 feet between all participants;
 - Face Masks, Gloves and Bottled Water available, and
 - A Contact Tracing List is maintained (held by WIADC).
- 3. Declarations of Conflict of Interest** – Do any Council members have a conflict of interest with any items on today's Agenda?
- 4. Approval of Agenda**

Moved by _____ and Seconded by _____ to approve the Agenda as presented.
Votes for: _____ Votes against: _____ Result: _____
- 5. Municipal Emergency Measures Program (MEMP)** – To move the MEMP project forward, RMB Council Member must now work on some next steps; specifically:
 - a. MEMP Planning Committee** (*discussion document attached*);
 - b. Discuss Coordinator Roles** (*Roles Descriptions attached*);
 - c. Discuss Committee Roles;**

- d. **Discuss Committee Structure; and**
 - e. **Next Steps for next meeting:**
 - i. Designation of a MEMP Operations Centre in times of an emergency/when the MEMP is activated.
 - ii. Process for Establishing Sub-Committees.
 - iii. Selection of Sub-Committee Members – who should be on your Sub-Committee.
 - iv. Development of a Resource List.
6. **Next Scheduled Meetings:**
- a. **Regular Council Meeting** – the next Council meeting is scheduled for Wednesday, May 19, 2021 at 7:00 PM in the Upstairs Hall at Wood Islands Village.
 - b. **Special Council MEMP Planning Committee Meeting** – to be determined; possibly Wednesday, June 9, 2021.
7. **Adjournment** – As there was no further business...

Moved by _____ to adjourn the meeting at: _____ *PM*