

Rural Municipality of Belfast

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

MUNICIPAL EMERGENCY MANAGEMENT PLAN (MEMP)

Update Report for Council

Wednesday, January 19, 2022

Below is the Rural Municipality of Belfast (RMB) achievements, progress and next steps for the RMB MEMP:

Manual Timeline and To-do List

- Step 1 – Bylaw – Completed
- Step 2 – Appoint an Emergency Management Standing Committee – Completed
- Step 3 – Appoint a Municipal Emergency Coordinator, Deputy and Municipal Emergency Management Planning Committee – completed. Strongly recommended to ask individuals outside the Council to be players in these roles
- Step 4 – Establish an Emergency Operations Center and Team – completed
- Step 5 – Conduct a Hazard Risk Assessment – This would be pinpointing sites and probabilities. Part of table talk...
- Step 6 – Develop a Resource Inventory – Ongoing
- Step 7 – Complete the Emergency Management Plan. Table talk in February or March 2022
- Step 8 – Training and Education – See online. Danny is willing to schedule table talk of scenarios. Click on the following link for the online courses:
<https://www.princeedwardisland.ca/en/service/register-emergency-management-training-0>
Simply register and EMO colleagues will send you the courses you can do on-line.

To-do

- Backup power and MOU with WIADC and Belfast REC CTR (EOC has back up power if the emergency causes a loss of electricity – there is no water and sewage services in the RMB Municipality). RMB may wish to inquire with the Province on this for WIADC as an alternate Warming Centre. Something to keep the heat, toilets, and lights on. An assessment from Danny McKenna can be done on what we need for one building.
- Have MEMP as a monthly Newsletter item on the RMB Facebook Page (to be coordinated between Jill and Ashley).

Emergency Management Teams

- Look at adding individuals to all teams – EMO strongly recommends volunteers/key players who are not Council members.
- Continue to add to RMB resource list.
- Have team start the online training. Once they are comfortable in their positions Danny/EMO can schedule some in-person training.
- Share the emergency plan with all those who may play a role in the emergency response

- In accordance to subsection 145(3) of the *Municipal Government Act*, the Municipal Emergency Management Program for the municipality shall include an exercise work plan that, at a minimum, provides for:
 - An annual discussion-based exercise to be commenced by not later than one year after the approval of the program by the PEI Emergency Measures Organization; and
 - An operational-based exercise, which includes participants by the appropriate response agencies referred to in the Municipal Emergency Management Program, to be undertaken by the municipality once every five years, commencing not later than five years after the approval of the Municipal Emergency Management Program by the PEI Emergency Measures Organization.
- Negotiate any Memorandums of Understanding (MOU)/Memorandums of Agreement (MOA) with:
 - Belfast Rec Centre
 - WIADC
 - Others (to be determined)
- Add other Emergency Plans to our records, such as:
 - Belfast Consolidated School
 - Gillis Lodge
 - Others (to be determined)

... Jill / Bob