Those in attendance were

Committee Members

Jeff Watson                    Glen Davies
Inspector B. Therrien          Shernette Clarke
Pauline Loo                   Scott Lucas (left at 14:54)
Kayla Thibeault               Larry Brassard
Marta Proctor                 Andrew Stacey
Candace Thwaite               Todd Clapp
Jackie McFarland

Regrets
Paisley Donaldson
John Stothers

1. Welcome/Introductions
All participants were welcomed to the meeting.

Delegations/Presentations/Training

1. Anna Ciorap - Parks Canada re Trent Severn Waterways
Anna Ciorap from Parks Canada provided an overview of the Severn River, Black River, Lake St. John, and Sparrow Lake watersheds. Ms. Ciorap also provided an overview of Parks Canada Water Management Goals and Water Management Operations to the Committee.

3. Confirmation of Previous Minutes
The minutes of the previous meeting were accepted.

4. Outstanding Action Items

1. Special Events Action Plan [M. Proctor]
The CEMCs met with the Director of Communications, Culture & Recreation Services regarding the Special Events Action Plan. The Municipal Events Application Form is currently in the process of being revised and will be circulated to Todd and Candace shortly.
2. **Training Agenda [CEMCS]**

The draft 2018 Emergency Management Training Schedule was presented to the Committee. The CEMCs are looking to conduct more "lunch n learn" training sessions in 2018 for ease of access/time commitment and are proposing a "pick and choose" approach to accommodate individual training gaps. The group accepted the training plan as presented, recognizing that it is an aggressive schedule and may not all happen this year.

5. **New Business**

1. **Draft 2018 Work Plan [All]**

The group reviewed the draft 2018 work plan. The CEMCs noted the proposed transition date in Quarter 2 and are developing a transition plan. The 2018 work plan was accepted as presented.

2. **Confirm GEMPC Membership, Meeting Schedule & EIO [All]**

The Committee confirmed that the GEMPC membership will remain the same in 2018 (noted that the Terms of Reference need to be updated to include the Director of Legislative Services/Clerk). The Committee also confirmed that the CAO will continue as the Emergency Information Officer.

Meeting dates for 2018 are as follows:
- February 7
- April 25
- June 20
- August 22
- October 24

3. **Reception Centres/Warming Centres - Confirmation of Locations [All]**

The Committee discussed the location and viability of Reception Centres/Warming Centres within the Town of Gravenhurst and discussed the terminology being used. The Committee agreed that "Warming Centre" is the terminology used across the province and should continue. Some minor changes will need to be made to the Reception Centre Plan.

The Director of Communications, Culture and Recreation Services indicated that the Centennial Centre would be the most appropriate location to designate as a Reception Centre/Warming Centre as common space is available and explained why the Opera House is not suitable as a "Warming Centre". The Committee agreed to leave the Opera House as a Reception Centre but remove its designation as a Warming Centre.
The Health Unit mentioned it has “vulnerable/poverty” mapping available that can be used as a planning tool to see where the greatest needs are in Gravenhurst. Also, data is available via the Health STATS page on the SMDHU website which may be of interest.

4. Draft Extreme Cold Weather Protocol [All]

The Committee reviewed the draft Extreme Cold Protocol and noted that it is a communication piece intended to give some direction to communications people, staff and Council. The draft protocol has also been sent to the District of Muskoka Community Services Department and the Library for comments. The CEMCs advised they are drafting an appendix to the Emergency Plan for extreme temperature protocol (will include both heat and cold events) and will present to the group prior to the next meeting.

6. Other (Roundtable)

1. "First Friday" Branch Meetings

The CEMCs have been sitting in on the "First Friday" OFMEM branch meetings via WebEx. Invitation extended to anyone who wished to be a part of these meetings to come to Fire Station One on the first Friday of each month at 10:00.

2. Simcoe Muskoka District Health Unit Update

SMDHU reported on some recent initiatives and in particular that it is actively reviewing its vulnerable persons program, planning for the Ontario Winter Games, is continuing to work on the Opioid strategy and is commencing a review of their HIRA.

3. Wireless Internet

Reported that wireless internet is now available at the alternate EOC however service is only available for District of Muskoka issued devices at this time. Public internet will be available at a later date.

7. Adjournment

The meeting adjourned at 16:06.

8. Date of Next Meeting

The next meeting has been scheduled for April 25, 2018.