

**MONTAGUE TOWNSHIP
EMERGENCY OPERATIONS CENTRE
April 28, 2020 MINUTES**

The Emergency Operations Centre (EOC) meeting was opened at 10:03am on Tuesday, April 28th, 2020 in Council Chambers by Miles Greer, Fire Chief/CEMC

Members Present:

Community Emergency Management Coordinator (CEMC) Miles Greer
Clerk Administrator Jasmin Ralph
Treasurer Andrew Hodge
Administrative Assistant Kristy Warwick
Lead Hand Daryl Hay
Reeve Bill Dobson
Public Information Officer Klaas Van Der Meer

Members Absent:

Public Works Manager Jamie McCarthy

The meeting was held to assess the evolving COVID-19 situation.

Review of the Minutes from the previous meeting:

The EOC reviewed the minutes and noted the following updates:

- Staff updated the EOC that the Township's bank had a process to facilitate EFTs
Staff noted that the policies related dual approvals etc. need to be reviewed.

The following new items were discussed:

The EOC had discussions about the re-opening of the Township facilities and operations. The EOC asked Clerk Administrator J. Ralph and Fire Chief M. Greer to work on a list detailing all of the actions taken by the EOC and create an opening plan for different aspects of the current situation, including health and safety measures for workers in the office.

The EOC discussed moving the meetings to every two weeks. It was noted that in the recovery phase weekly meetings may be beneficial. It was decided that meetings that may have no agenda items could just be cancelled.

Clerk Administrator J. Ralph noted that she had been working with BBBS and the Town of Smiths Falls to promote the expansion of the grocery delivery program to Montague but did not have a specific update at this time. The intent is to have an announcement today or tomorrow.

The EOC discussed the boat launch closure. It was discussed that the first weekend in May is Pike and Pickerel opening for fishing in the Rideau and that staff had received an inquiry regarding the boat launch opening.

It was noted that a number of local municipalities had opened their boat launch to accommodate fishing.

It was noted that the number of calls for the Fire Department in the area were very low typically and it was not expected that reopening the launches would have an effect on the emergency services.

The group noted that the essential services include:

- Businesses that produce food and beverages, and agricultural products including plants, including by farming, harvesting, aquaculture, hunting and fishing.

The EOC directed the opening of the launch after Fire Chief M. Greer and Clerk Administrator J. Ralph review relevant legal items.

The EOC did not declare an emergency at this time.

The EOC will meet Tuesday, May 5th, 2020 at 10:00 am

The meeting was adjourned at 10:49 am.