

**MONTAGUE TOWNSHIP
EMERGENCY OPERATIONS CENTRE
MINUTES**

The Emergency Operations Centre (EOC) meeting was opened at 9:10am on Monday, March 23, 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
Public Works Manager Jamie McCarthy
Administrative Assistant Kristy Warwick
Reeve Bill Dobson
Public Information Officer Klaas Van Der Meer

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

Review of the Minutes from the previous meeting:

- Public Works workers are still being approached by the public
- Residents can speak with the Treasurer to discuss payments options
- B. Dobson confirmed that the Seniors' Forget-Me-Not Club is closed
- Conflicting information coming from GFL Environmental and Topps Recycling

M Greer received information from the Fire Marshall stating reasons for declaring an emergency in the township.

Declaring an emergency will not guarantee funding from the province and if we do get funding it could take up to 2 years.

M. Greer updated the EOC with a briefing from the Airport and how they were handling with COVID-19 there.

B. Dobson brought up Sheridan Manor and if they were practicing social distancing. M. Greer inspects the Manor twice a year and would call and inquire about the measures they have put into place to protect the residents.

It was discussed that the Provincial government has set up fines for people and businesses that are not practicing social distancing and how they could be enforced.

Bill 187 was passed by the Provincial government to allow electronic meetings of council to happen. K. Warwick suggested a new app called ZOOM to facilitate this for council and staff.

J. Ralph request that each staff member create a contingency plan for their role in the township. All tasks and passwords for would be provided.

J. Ralph announced that VPNs and laptops will be purchased sooner than anticipated to facilitate working from home for staff. Starting Tuesday three staff will be working from home.

Staggering hours in the office is discussed for the remaining staff that aren't able to work from home yet. Staff that are in the office will social distance from each other.

EOC did not declare an emergency at this time.

The EOC will meet Monday, March 30, 2020 at 9:00AM.

The meeting was adjourned at 10:30 am.