

**MONTAGUE TOWNSHIP
EMERGENCY OPERATIONS CENTRE
May 5, 2020 MINUTES**

The Emergency Operations Centre (EOC) meeting was opened at 10:03am on Tuesday, May 5th, 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
Public Works Manager Jamie McCarthy
Reeve Bill Dobson
Public Information Officer Klaas Van Der Meer

Members Absent:

None

1. Minutes from the previous meeting:

The EOC reviewed the minutes and noted the following updates:

- Updates on boat launch to be provided in new discussion.
- Noted that the grocery program was now being promoted.

2. COVID-19 Updates

Clerk Administrator J. Ralph discussed the provincial announcement on May 1 which updated the essential business listing, opening a number of businesses. A list will be available on the website on the Covid-19 page.

3. Health and Safety Updates

Clerk Administrator, J. Ralph is working on a list for the Township Office for re-opening. Public Works Manager, J. McCarthy will look into the installation of plexi-glass protection for the front reception area. It was noted that procedures for cleaning, and numbers of people in the office – particularly how to accommodate with the physical layout of the lobby with the number of the people in the office would need to be developed. There may be the need for operating procedures for the fire department training as well.

4. Boat Launch

The EOC discussed the re-opening of the boat launch. Public Works Manager, J. McCarthy notified the group that the Rideau Valley Conservation Authority was contacted regarding the boat launch opening. It was noted that the opening of the boat launch is beneficial for emergency services access the water if needed for emergency response.

5. Burn Ban

Fire Chief M. Greer has been in touch with Fire Chiefs in the surrounding areas about the fire ban.

The EOC did not declare an emergency at this time.

The EOC will meet Tuesday, May 12th, 2020 at 10:00 am

The meeting was adjourned at 10:49 am.