

**MEETING REPORT
MUNICIPALITY OF SOUTH DUNDAS
EMERGENCY MANAGEMENT COMMITTEE
March 17, 2020**

**Municipal Office, Morrisburg
10:10 p.m.**

Present: Cameron Morehouse (Community Emergency Management Coordinator), Steven Byvelds, Kirsten Gardner, Brenda Brunt, Shannon Geraghty, Jeff Hyndman, Ethan Robert, Jamie Scott, Danielle Watson, Sarah McMillan, Kalynn Helmer, Denis Villeneuve

1. Coronavirus (COVID-19) Response

Mayor Byvelds provided opening remarks concerning the Municipality's response to the COVID-19 outbreak. Mayor Byvelds noted the State of Emergency declared by the Ontario provincial government and its implications for South Dundas.

CEMC Morehouse update the Committee regarding closures across South Dundas and advised that he had been in contact with local grocery stores. They communicated they were receiving regular shipments and at this point there were no shortages. CEMC Morehouse stated that anyone returning from travel is required to self-quarantine for 14 days.

Denis Villeneuve stated that the health Unit had called his office to enquire about contingency plans. He noted he would be developing an operational plan to ensure limited exposure to operating staff and to continue to provide water and wastewater services throughout the crisis. Mr. Villeneuve stated that with the exception of repairs, the system can be run remotely. The Committee discussed the recent visit by University of Ottawa students to the facilities, Mr. Villeneuve was instructed to make contact with them to review any possible exposure to staff.

The Committee discussed the ongoing CCTV of sewer laterals project in Iroquois, and determined that the project be suspended until further notice.

Brenda Brunt noted that staff were continuing to clean and disinfect all municipal facilities. Staff were also preparing for potential closure and ensuring continuity of process in the event the municipality is required to close access to the public. CAO Geraghty noted that Council would be providing direction by the end of the day regarding next steps.

CAO Geraghty noted that staff were tracking costs related to COVID-19 response.

Sarah McMillan provided an update regarding municipal finances, noting that the municipality was in a healthy fiscal position. She advised that talks regarding School Board and County transfer payments were ongoing.

Jeff Hyndman noted the Public Works Department is status quo and were continuing regular maintenance.

Jamie Scott stated that Recreation staff were cleaning and disinfecting facilities and a modified workplan was being established.

The following actions took place:

	ITEM	DISCUSSION	ACTION
1.	Water/Wastewater Contingency plan	Committee discussed the need for a contingency plan to ensure continued service	- Denis Villeneuve to develop workplan to ensure all operations are maintained
2.	UofO Visit	Committee requested that staff follow up with the recent UofO visit to determine risk to staff	- Denis Villeneuve to contact professor
3.	CCTV of Sewer Laterals	Committee determined this was undue risk and suspended the project	- CAO to speak with OCWA - Kalynn to update website and press release
4.	Potential Closure of Municipal facilities	Committee discussed the need for continuity of service in the event municipal facilities are closed	- Brenda Brunt to implement self-serve counter in lobby of SDMC in the event of a closure
5.	Next Meeting		- TBD