



## REPORT N° ADMIN 2020-26

<b>Date</b>	07/12/2020
<b>Submitted by</b>	Helen Collier, CAO
<b>Subject</b>	COVID-19 Update #7 Report
<b>File N°</b>	-

- 1) **NATURE/GOAL :**  
To provide an update to Members of Council on the state of the municipality during the COVID-19 pandemic.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
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- 3) **DEPARTMENT'S RECOMMENDATION :**  
THAT Report No. ADMIN 2020-26, providing an update on municipal operations during this COVID-19 pandemic situation, be received as information only.  
  
QUE le rapport n°. ADMIN 2020-26, fournissant une mise à jour des opérations municipales relativement à la situation de pandémie COVID-19, soit reçu à titre d'information.
- 4) **BACKGROUND :**  
Following the outbreak of the COVID-19 pandemic, the City of Clarence-Rockland declared a state of emergency along with the Province, the United Counties of Prescott and Russell and the City of Ottawa. To keep Council informed, they received an update on the activities in the municipality at each Council meeting. Council took a break from meetings in July. A report was presented to Council in August. There have not been a huge number of changes since then. However, this report is an information report to bring Council up to date on where the municipality is at with the COVID-19 pandemic as of December 2020.
- 5) **DISCUSSION :**  
On July 24, 2020 the province of Ontario lifted the declared provincial emergency. However, all of the emergency orders that the provincial parliament put in place are still in effect. The municipality is currently still in a state of emergency. Leaving the state of emergency in effect allows Council to continue with remote and or teleconference Council meetings and reassign staff with ease.

The municipality is in the Eastern Ontario region and as we enter the winter months the region is in the Yellow classification. The description of the yellow classification can be found in Attachment 1.

### Council and Planning Meetings

In August, Council decided to continue with teleconference meetings. Once budget arrived, Council moved to the Zoom environment for its meetings. Facebook live is used to share the meetings with the public. It is anticipated that in-person meetings will begin post vaccine.

### Communications

At the beginning of the pandemic, daily communications were made with the public. Now we strive to share the latest information that is provided to us from the Eastern Ontario Health Unit (EOHU). We also make sure that there is a minimum of 2 communiques per week to keep the public informed.

### Community Services

On the daycare front, it has been business as usual for the daycares as of September 1st with the addition of COVID-19 cleaning and masking protocols. The ratios of children to caregiver are back to normal levels. The volume of clients has reduced by half. The financial impact of this will be discussed in the financial section below. Given that the pandemic is far from over, we have given the parents an option to stay on top of the waiting list until March 31, 2021 since the demand for services have not changed in the past few months.

The City's parks were well used over the summer and fall. The parks are now closed. Arenas are up and running with safety restrictions in place.

As you are aware, the Community Services Department has organized two Christmas activities: a "drive-by" Christmas parade and in conjunction with the Library, a Christmas show in French and in English hosted by Santa. Both shows will be broadcasted on December 18 at 6 p.m. in French and at 7 p.m. in English on the Facebook pages of the City of Clarence-Rockland and of the Clarence-Rockland Public Library. In addition, it will be shown on TVC 22.

The Christmas decorations were refurbished this year and installed three weeks earlier to help improve the overall morale.

## Economic Development

Commerce in the City of Clarence-Rockland is now in recovery mode. The municipality connected with every business to ensure they were aware of the federal programs and to check in. A shop local campaign was kick started in the fall to show the business community that the municipality was supporting them.

## Protective Services

The visits to the businesses are still being conducted by our Enforcement staff. Primarily, the visit is to help business be aware of the rules and know where to get information on the rules.

Regular training has resumed over the summer for Fire personnel with social distancing always being respected. The stations are being thoroughly cleansed after each use given that most personnel go through our Fire stations.

## Infrastructure and Planning

It has been business as usual for the public works staff over the summer and fall. As we move into the winter months and snow services become the focus, the public works staff are working on split shifts and are isolated to one vehicle. Predominantly, the operators use the same vehicle. Nevertheless, the vehicles are being properly cleaned after each use.

Snow clearing is an essential service. Although the COVID numbers have been low for Prescott and Russell, contingency plans have been made in case there is an outbreak amongst the Public Works operations staff.

It is business as usual for the planning, and environment divisions. The provision of waste, water and sanitary services continues with public health guidelines being met.

The Waste Water Treatment Plant expansion project is moving along well. A detailed report is on this agenda for your review December 7, 2020.

## Administration

The Client Service Centre (CSC) is open and serving one person at a time. This has not been a problem because many of the activities have moved online. Staff will be working through 2021 to have more services on line. This will be facilitated by the new website. Should the COVID-19 case numbers begin to rise, the CSC may close again.

Directors continue to meet 3 times a week to stay on top of the latest developments. All staff understand that working from home is a reality for several months yet. All staff have been consulted to make sure that they are set for equipment.

In-person meetings with staff can be booked by appointment of which most are done this way normally. Everyone will continue to use the efficient "Zoom" method of meeting where possible.

Moving forward, we will be closely monitoring for the "arrival of the vaccine". Staff are poised to assist the EOHU with distribution once it arrives.

6) **CONSULTATION:**

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7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

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8) **FINANCIAL IMPACT (expenses/material/etc.):**

It is expected that the funding from the province coupled with the funding from the United Counties of Prescott Russell, specifically for daycare, will result in the pandemic having a net 0 impact on the City's 2020-year end.

9) **LEGAL IMPLICATIONS :**

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10) **RISK MANAGEMENT :**

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11) **STRATEGIC IMPLICATIONS :**

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12) **SUPPORTING DOCUMENTS:**

Attachment 1 : Keeping Ontario Safe Framework-2020-11-24-BIL