MINUTES

Present: Councillor Deb Gilvesy, Abbie Boesterd, Karen Devolin, Larry Scanlan, Emma Dew, Councillor Chris Rosehart, Deputy Mayor Beres, Merley Wheaton, Roxanne MacMillan

Staff: Michelle Smibert, Clerk; Colleen Pepper, Marketing & Communications Officer; Laura Pickersgill, Legislative Services Coordinator

Regrets: Joe McGuire

1. Roll Call

2. Call to Order
   The meeting was called to order at 9:00 a.m.

3. Adoption of Agenda
   Resolution #1
   Moved by: Karen Devolin
   Seconded by: Deputy Mayor Beres
   THAT the Agenda as prepared for the COVID-19 Task Force meeting of May 13, 2020, be adopted.
   Carried

4. Adoption of Previous Minutes
   Resolution #2
   Moved by: Councillor Chris Rosehart
   Seconded by: Larry Scanlan
   THAT the Minutes as prepared for the COVID-19 Task Force meeting of May 6, 2020, be adopted.
   Carried

   Deputy Mayor Beres posed the question on what actions will be taken regarding promoting local information. It was noted that this information will be presented later on in the agenda.

5. Disclosures of Pecuniary Interest and the General Nature Thereof
   There were no disclosures of pecuniary interest declared.
6. General Business & Reports

6.1 Communications

Colleen Pepper provided an overview of how the Town’s social media page engagement and growth has increased. An overview of posts that attracted a lot of attention on the page were highlighted such as: information on Town trails being open and using caution on the bridge, an employee designated as President of the Lifesaving Society, information on new waste collection details, hydro rate relief and the Mayor’s daily bulletins.

Colleen Pepper provided draft examples created with locally involved bite sized pieces of information for sharing to the public. Committee members commended Colleen Pepper on her hard work. It was suggested that clarification be provided regarding dock closures but that boat launches remain open.

It was suggested that these bite sized pieces of information be shared throughout the day while targeting peak user times identified from the Facebook analytics. The Mayor’s Facebook live video has received a lot of attention. Colleen Pepper summarized analytics on the Town website usage showing that website traffic is higher this year than compared to this time last year. It was suggested that communications information to be discussed at the meeting be shared earlier to allow members more time for review. Members agreed that the one-pager examples had great designs and include very eye catching pictures. It was suggested that more signage be placed at the physical locations directing people where to go, for example at the docks and boat ramp. Colleen Pepper will follow up with the Director of Recreation, Culture and Parks on this matter. It was confirmed that fishing beside the Lake Lisgar Bridge is permitted (with physical distancing in place between fishers) as long as they are not touching or using the amenity, such as the bridge.

Members reviewed the example questions from the group for the ‘Did you Know’ Series. It was noted that all amenities, including outdoor amenities such as soccer nets, benches and disc golf are closed and that parks should be used for walking through and not loitering at this time. Colleen Pepper will advise the Director of Recreation, Culture and Parks regarding the taping of soccer nets so the public knows they are off-limits at this time. It was recommended that more information be shared on what people can and are allowed to do at this time rather than what they are not allowed to do at this time.

Councillor Gilvesy provided clarification that the public can now retrieve a building permit as some construction limitations have been loosened by the Province.

Larry Scanlan encouraged those who require a police check to visit www.opp.ca and click on the link ‘Criminal Record Checks’ at the bottom of the page to submit an application. These applications may or may not be approved immediately. Applicants will still be required to make payment and show proof of identity at a detachment office in person. Vulnerable sector checks can be a requirement or not
depending on if the agency they are volunteering for requires such. Larry Scanlan noted that the Police Services Board may need to address concerns to the OPP regarding the current process in place for retrieving vulnerable sector checks.

It was noted that the Town must follow the guidelines provided by the Provincial and Federal Government with respect to mandates surrounding COVID-19 orders and regulations.

It was discussed that private businesses can allow restrictions such as having customers wear masks while shopping to ensure the safety of their own staff and other customers. It was suggested that enforcing actual social distancing is not permitted under law but that it is recommended for people to follow. Some municipalities have adopted by-laws to regulate physical distancing and that these would need to be enforced by municipal enforcement officers rather than the OPP. A one pager surrounding the order of groups less than 5 people could be promoted through the Town’s channels. Local businesses could be encouraged to use resources and posters already developed by Southwestern Public Health to use at their businesses to assist with rule compliance.

The resolution regarding the promotion of a local testing centre will appear on the May 25th Council agenda.

It was noted that enforcement officers are still trying to educate the public on issues related to non-compliance rather than immediately laying charges for non-compliance.

The topic of kind messaging and working together will be added to the next agenda for discussion.

6.2 Volunteer Outreach Group Discussion
Karen Devolin shared information regarding a new Oxford County program dedicated for senior citizens. The program allows individuals to contact an assessment personnel on the telephone who will connect them with the appropriate resources based on their needs and condition. Examples of services include volunteers doing grocery shopping for seniors uncomfortable or unable to leave their home. The groceries will be dropped off at the persons’ front door and the volunteer will ensure the recipient retrieves their groceries as a wellness check. Meals on wheels are still available at a discounted rate during the pandemic. This program is available through funding received from the Provincial Government.

It was recommended that this information be shared publicly.

7. Round Table
People in the community may be scared when individuals are seen wearing masks, so reminding them you are not sick but are protecting yourself and others is
suggested.

8. **Next Meeting**
   Wednesday, May 20, 2020 at 9:00 a.m.

9. **Adjournment**
   Resolution #3
   Moved by: Merley Wheaton
   Seconded by: Karen Devolin
   THAT the May 13, 2020 COVID-19 Task Force meeting be adjourned at 10:03 a.m.
   Carried