

Report to Council

Report Title:	COVID-19 Municipal Response - August 24, 2021 Update		
Prepared By:	Sarah Johnson, Jr. Deputy Clerk		
Department:	Clerk's		
Date:	August 24, 2021		
Report Number:	CLK2021-26	File Number:	C11CL, P03
Attachments:	Cargill and Elmwood Pop-Up Vaccine Clinic Posters Information Sheet - Step 3 Reopening Update for Municipality of Brockton		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CLK2021-26 - COVID-19 Municipal Response – August 24, 2021 Update, prepared by Sarah Johnson, Jr. Deputy Clerk for information purposes and further confirms and ratifies all operational decisions, procedures, and cancellations put in place by staff, and the Municipal Emergency Control Group in response for the COVID-19 pandemic

Report:

Background:

Staff have brought forward 17 COVID-19 Municipal Response Reports during the months of March to December 2020, January to July 2021 explaining the departmental responses and decisions taken by the Municipality as a result of the COVID-19 pandemic.

On July 16, 2021 the Province of Ontario entered Step Three of the Roadmap to Reopen which focused on the resumption of additional indoor services with larger numbers of people and restrictions in place. Face coverings in indoor public settings and physical distancing requirements remain in place. Face coverings are also required in some outdoor public settings as well. Staff shared this announcement on our website, and social media, and further released an [Information Sheet](#) on July 16, 2021 describing the impact on municipal facilities and operations.

The Grey Bruce Health Unit had announced that Grey Bruce would enter a [Modified Step Three](#) due to the Counties being declared a Delta Variant Hot Spot, and the increased amount of local COVID-19 case numbers. On August 4, 2021 the Health Unit issued a [Media Release](#) announcing that Grey Bruce would be enter the full Provincial Step Three on August 5, 2021 due to improvements in bringing COVID-19 case numbers.

The Province advised that Ontario will remain in Step Three until 80% of the eligible population aged 12 and over has received one dose of a COVID-19 vaccine, and 75% have received their second, with no public health

unit having less than 70% of their eligible population aged 12 and over fully vaccinated. Other key public health and health care indicators must also continue to remain stable.

The Province updated [O. Reg. 364/20](#): Rules for Step Three, including a Roadmap Exit Strategy Step. The majority of the requirements in the Roadmap Exit Strategy Step remain similar to current conditions, such as requirements for disinfection, face coverings and PPE, contact tracing, and safety plan compliance. Specific rules have been established for cannabis retail stores, day camps, and schools.

The Province and Grey Bruce Health Unit remain concerned about the Delta variants, and continue to encourage vaccine uptake, and adherence to public health measures to limit further spread of the virus. The Municipality continues to receive updates on the local vaccination plan through the Grey Bruce Health Unit's Vaccine Task Force, and assist in communications and providing support and education throughout the implementation.

The Health Unit continues to distribute communications on the vaccine roll-out plan, eligibility for booking appointments, educational information about the vaccines, and the many vaccine clinics being offered in Bruce and Grey Counties. Mass vaccine hubs are concluding, although vaccinations will still be available through pharmacies, primary care, mobile clinics, and other methods. The Health Unit further includes the total number of vaccinations administered on its [Vaccines webpage](#), and in their Situation Reports listing the number of COVID-19 cases. To date 221,890 vaccines have been administered in Grey Bruce.

The Municipality is assisting in hosting two (2) public vaccination pop-up clinics on August 19, 2021 at the Cargill Community Centre from 3:00 to 6:00 p.m. and on August 26, 2021 at the Elmwood Community Centre from 3:00 to 6:00 p.m. These clinics are open to any eligible individuals who wish to receive a vaccination – pre-registration is not required to attend the clinics.

Analysis:

The Municipal Emergency Control Group (MECG) continues to meet regularly to address each department's responsibilities, requirements, and proactive measures that have been taken in response to COVID-19. To date, the MECG has met 48 times, most recently on August 10, 2021, and have another meeting scheduled for September 7, 2021. The Grey Bruce Health Unit and South Bruce O.P.P. also participate in the MECG meetings to provide updates and required information related to appropriate actions in response to the pandemic.

Communications to Date:

The Municipality continues to be diligent in maintaining transparent and timely communication to the public throughout the pandemic. A number of news items, and social media posts have been distributed to residents daily regarding operational decisions, which will be discussed further under the Departmental Responses portion of this report.

Staff continue to spread awareness on the importance of following COVID-19 protocol, advice from the Grey Bruce Health Unit, and the Provincial Government through social media and the Municipality's [COVID-19 Updates webpage](#). Additional visual/graphic communications continue to be launched on the Municipality's social media accounts on a regular basis. Communications were further shared informing residents of the [Provincial Roadmap to Reopening Plan](#).

The Municipal Office continues to stay open to the public. The Recreation Office continues to remain closed until further notice, with plans being finalized to reopen facilities after Labour Day. Residents are encouraged to contact staff by email or phone for inquiries, and appointments can be made for certain services. Additional measures are included in the Departmental Responses of this report.

Staff continue to broadcast Council, Court of Revision, and Committee of Adjustment Meetings through Zoom Video Conferencing and livestream the meetings to YouTube. A total of 23 meetings were broadcast in 2020, and currently 29 meetings have been broadcast in 2021. The full recordings of both the 2020 and January to August 2021 meetings are all available on YouTube. To date the 2021 meetings have received a combined total of 1,174 views.

Departmental Responses:

Administration:

Sonya Watson, Chief Administrative Officer (CAO) continues to maintain communication with Mayor Peabody, Bruce County CAO's, the Grey Bruce Health Unit, South Bruce Grey Health Centre, South Bruce O.P.P., and the County of Bruce on regular basis.

The CAO continues to meet regularly with Department Heads and staff to revise any protocols, plans and additional measures that need to be taken to ensure safety. Staff were advised that they must wear safety glasses and a face covering if they are working within 2 metres of each other, and supplies have been ordered.

The Municipal Office continues to remain open to the public with restrictions in effect, including:

- No more than two (2) persons are allowed in the Municipal Office at one time, and must maintain a physical distance of 2 metres/6 feet.
- Residents must wear a face covering when entering the Municipal Office.
- Residents must use hand sanitizer when entering and exiting the Municipal Office.

The new staff shift schedule was implemented, gradually introducing additional staff members back into their workspaces with some alternating shifts still in place for remote work to limit the number of staff physically in the office at one time. The alternating shifts are expected to continue until October 29, 2021 as we navigate the concern of the variants, potential fourth wave, and return to school.

The CAO and staff continue to share information about vaccination eligibility.

Staff assisted the Walkerton BIA in organizing a Reopening Event for the business community in partnership with the Walkerton BIA on July 16, 2021 which was successfully attended. Our By-law Enforcement Officer was on site completing a friendly patrol to monitor any gathering concerns, and many staff assisted throughout the day.

Brockton Child Care Centre:

The Child Care Centre remains open to the public, and staff continue to follow public health measures, including monitor children's symptoms while dealing with many changes related to screening measures. Staff ensure protocols comply with direction from the Grey Bruce Health Unit and Ministry of Education, and monitor any COVID-19 cases that may affect the Centre's operations for before and after school programs.

The Ministry of Education introduced new measures regarding PPE, and cohorts, which have assisted both staff and children attending the Centre. Additional meetings are being organized with the Ministry to plan ahead for the fall.

The Centre continues to operate programming for emergency workers as per the County of Bruce and Provincial Government guidelines, and are offering school-age programming.

Regular meetings are held with Health Unit staff and child care operators for ongoing measures.

As announced on August 17, 2021, the Ministry of Education intends to introduce an immunization disclosure policy for all publicly-funded school board employees, staff in private schools and licensed child care settings for the 2021-22 school year, with rapid antigen testing requirements for staff who are not immunized against COVID-19. This plan aligns with measures already in place in Ontario's long-term care home settings.

At a minimum, the licensee COVID-19 immunization policy must require licensed child care centre staff, Special Needs Resources and frequent visitors to do one of the following:

1. Provide proof of full vaccination against COVID-19; or
2. Provide a formal/official documented medical reason for not being vaccinated against COVID-19; or
3. Participate in an educational program approved by the licensee.

Child care staff, home child care providers, home child care visitors, every person who is ordinarily a resident of the premises or regularly at the premises, volunteers, students, Special Needs Resources and frequent visitors, who are not immunized, including those with medical reasons, will be required to complete regular COVID-19 testing as directed in provincial guidance.

The means of obtaining, administering, and reporting the tests will be communicated in the near future by the Ministry.

Licensees will be required to track and report on the implementation of the policy and provide aggregated and de-personalized statistical information to the ministry and publicly disclose child care sector immunization status data on a regular basis. Subject to Lieutenant Governor-In-Council (LGIC) approval, this policy will be outlined in forthcoming regulations.

Further details and guidance will be provided to support licensees in implementing the proposed policy, testing strategy, and reporting expectations for early Fall 2021. The implementation of this new policy will be a priority of staff.

Building and By-Law Enforcement:

The Building Department continue to process building permits, and are back to normal operations. Staff continue to support developer's plans and a core staff group are meeting weekly by Zoom to advance the numerous multi-residential development projects on the go in Brockton.

Residents are able to visit the Municipal Office to inquire or obtain building permits, or can continue to drop-off or email documentation to limit visits into the Office.

The Building Department continues to respond to all By-Law Enforcement calls.

Clerk's:

The Clerk's department continues to process and distribute all communication from the Municipality, and minute all MCEG meetings. All COVID-19 pandemic Reports to Council have been and will continue to be distributed on Municipality's [COVID-19 Updates webpage](#) to keep the public informed.

As mentioned previously, communications continue on social media to remind residents through the use of visual graphics to follow COVID-19 protocol, share vaccine clinic information, and Provincial announcements and direction from the Health Unit. Staff continue to monitor legislation for any additional changes to Orders.

Staff continue to administer various Department Head meetings, Council, and Committee/Local Board Meetings through Zoom. Committee and/or Local Board Meetings will also continue electronically through Zoom until further notice. Alternate arrangements are also considered if the majority of members have difficulty assessing the technology. In that case, the Clerk's Department arranges an in-person meeting in a location that allows for physical distancing. All Committee/Local Board Meetings are posted to the Municipal website's Community Calendar to allow public viewing and ensure accountability and transparency. Staff have begun implementing the plan for broadcasting Council Meetings. On July 13, 2021 Council agreed to host Council Meetings at the Bruce County Council Chambers. Since renovations and audio/visual updates are being completed at the County, it is expected that Brockton will be able to host Council Meetings at the County in October. In the meantime, staff are meeting with eScribe to begin installing a remote encoder to start host electronic Council Meetings on eScribe rather than Zoom before October.

Marriage, lottery licensing, and Commissioner of Oath services continue to be offered by appointment. The Clerk's Department ensures that couples and officiants follow Provincial guidelines for wedding ceremonies.

Economic Development:

Staff continue to support and advocate for Brockton businesses and support their inquiries on a regular basis, including working with the Walkerton BIA to collaborate on local initiatives. Staff continue to publish Business Newsletters, support the business community, promote grant/loan opportunities, and update the [Visit Walkerton Tourism website](#). Staff also continue to encourage residents to support local businesses. Staff also assisted the Walkerton BIA in their reopening event to support the business community.

Contact information is posted regularly on the Community Development Coordinator's ability to assist residents by phone, email or appointment. Programs to assist the business community further are under consideration and will be reviewed as part of the Community Improvement Plan process. Work on the Economic Strategic Action Plan is also ongoing.

Finance:

Staff continue to review all departments capital projects, budgetary impacts, track financial implications, and monitor capital projects that may need to be revised as a result of COVID-19.

Residents are still able to drop off payments, or pay bills through Pre-Authorized Payment Withdrawals, or Online/Telephone Banking.

Staff continue to assist with IT matters to ensure efficiently while remote working arrangements continue.

Fire:

The Fire Hall has reopened for some rental opportunities; however, protocols are in place to maintain controlled entry, and separation from staff to avoid cross-contamination. Firefighters are able to partake in optional training during the summer, but continue to maintain truck checks while wearing face coverings and maintaining physical distance.

The Director of Fire and Emergency Services and Fire Prevention Officer/Health and Safety Coordinator continue to communicate PPE requirements to Departments, and have distributed safety glasses supplies to comply with regulations.

The Director of Fire and Emergency Services continues to communicate with the Grey Bruce Health Unit and Emergency Management representatives regarding vaccination distribution, and monitor updates regarding vaccination protocol in the workplace.

Human Resources:

The Human Resources Department distributes communications and webinars on employee wellness, mental health tools, and staff supports. COVID Policies are updated as required and attending to staffing matters related to the COVID pandemic and vaccine eligibility are ongoing.

The Human Resources Generalist continues to assist with recruitment, and ensures that staff are advised on COVID-19 restrictions.

A vaccination clinic was organized for staff, Council, and their families on August 4, 2021 at the Walkerton Fire Hall. Staff are also assisting with public vaccination clinics on August 19, 2021 at the Cargill Community Centre from 3:00 to 6:00 p.m. and on August 26, 2021 at the Elmwood Community Centre from 3:00 to 6:00 p.m. These clinics are open to any eligible individuals who wish to receive a vaccination – pre-registration is not required to attend the clinics.

Operations:

The Brant, Greenock, and Hanover/Walkerton Landfills remain open. Residents visiting the landfills must continue to physically distance, wear face coverings, and obey vehicle limits of 10 vehicles at a time at the Brant and Greenock landfills. All residents are encouraged to continue to use curbside collection.

Household garbage and recycling pickup continues as scheduled unless otherwise advised. The Walkerton Recycling Depot (MTO Yard) remains closed to the public, however, cardboard recycling and styrofoam drop-off are still available.

Public works operations and water/wastewater operations remain status quo.

Staff continue to encourage residents to call the Municipal Office with any cemetery inquiries. Cemetery operations remain status quo.

Staff are undergoing many reconstruction projects and continue to comply with public health protocol.

Parks and Recreation:

The Recreation Office at the Walkerton Community Centre remains closed to the public until further notice. However, appointments can be booked for entry to the Recreation Office if required by contacting staff by

email or calling 519-881-0625. Residents can also continue to contact staff via email or phone 519-881-0625 during the office closure. There also is the exception to drop-off well water samples between the hours of 8:30 a.m. and 1:40 p.m. Monday to Friday.

Summer staff have been offering programming at the Walkerton Centennial Pool, and day camps while following public health measures. Lobies Park Campground operates at 70% capacity under Step Three.

River activities had increased over the summer, and all water amenities such as the splash pad, pool, and frog pond at Central Park were inspected by the Health Unit.

Discussions are being held with Community Centre Committees to finalize their reopening plans, with the proposal to reopen after Labour Day. Staff are also arranging with ice user groups, and scheduling for hockey and skating opportunities. The ice plant was installed August 20th and the ice will be ready after Labour Day. Anyone entering the arena must continue to wear face coverings, and maintain physical distancing, and avoid loitering in the lobby.

Staff continue to inspect parks, and maintain facilities. All staff are trained on public health measures that must be followed to ensure everyone's safety.

Internal Communications:

Regular internal communications remain a priority to ensure all staff are aware of changes as they occur. The health and safety of staff is a priority for the Municipality. Staff continue to be reminded about the importance of maintaining a healthy work-life balance throughout the stressors of the pandemic, and have been encouraged to utilize resources available on the Employee Family Assistance Program, and schedule vacation to ensure employee well-being. Time off has been a challenge for much of the Senior Management Team due to the volume of development activity, significant projects and changing COVID protocols.

The Chief Administrative Officer continues to work with staff to ensure updates on the Municipal response to the pandemic, answering inquiries, relay information personally, and thank staff for their continued work in serving the community during this difficult time.

The CAO and Clerk continue to provide updates to all staff through Zoom following Council Meetings to keep everyone informed on decisions passed. Staff continue to hold Health and Safety tailgate meetings through Zoom meetings.

The staff shift schedule was implemented and some staff remain on alternating shifts working one full week remotely and the next full week physically in the office, which will continue at this time until October 29, 2021 as we navigate the expected 4th wave. Our focus remains on ensuring employee wellness and safety, especially as we navigate the concern of variants, potential fourth wave, and return to school, mindful of the importance of vaccination to ensure business continuity and a healthy workforce.

Staff are requesting Council's ratification of the operational decisions that have been established in response to the COVID-19 pandemic.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? Yes
- Do the recommendations contribute to the Social Equity? Yes

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Staff continue to review the financial implications regarding the continued impact COVID-19 has had on the Municipality. COVID-19 financial impact reports will continue. The past reports are all uploaded to the Municipality's [COVID-19 Updates webpage](#).

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



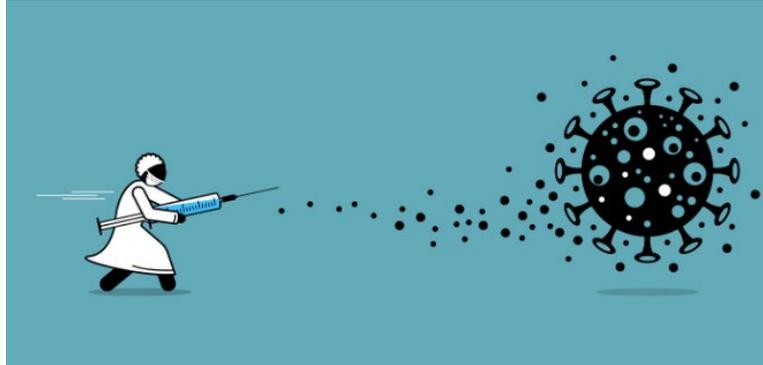
Sarah Johnson, Jr. Deputy Clerk

Reviewed By:



Sonya Watson, Chief Administrative Officer

Pop-Up COVID-19 Vaccine Clinic



Public Health Vaccine Clinic at the **Cargill Community Centre**
(999 Greenock-Brant Townline)

Thursday August 19, 2021

3:00 p.m. to 6:00 p.m.

- Walk-in
- Bike-in
- Drive-in



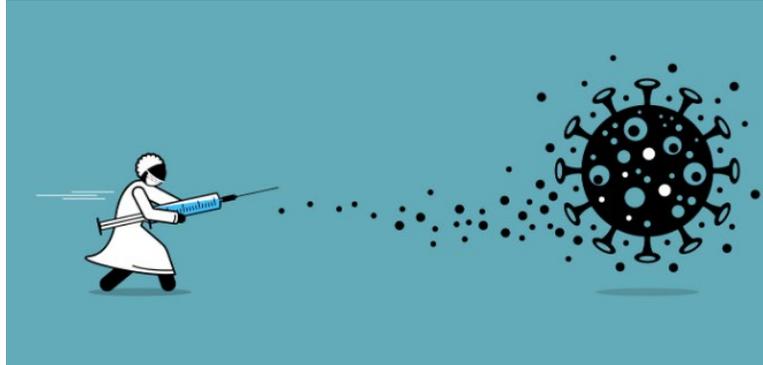
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- For all eligible ages (everyone 12+)
 - Health card not required
 - First or second doses (second dose must be at least 28 days after Moderna or Pfizer or 8 weeks after AstraZeneca)
 - Get your first and second dose as soon as soon as you can

Getting a COVID-19 vaccine protects you, your family,
your friends and your community.

#VaccinesWorkGB



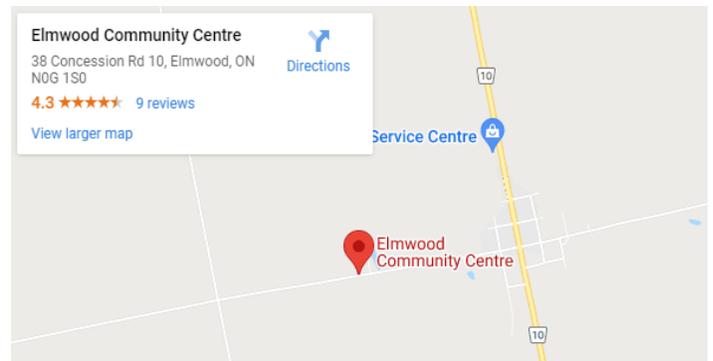
Pop-Up COVID-19 Vaccine Clinic



Public Health Vaccine Clinic at the [Elmwood Community Centre](#)
(38 Concession Rd 10, Elmwood)

Thursday August 26, 2021
3:00 p.m. to 6:00 p.m.

- Walk-in
- Bike-in
- Drive-in



-
- For all eligible ages (everyone 12+)
 - Health card not required
 - First or second doses (second dose must be at least 28 days after Moderna or Pfizer or 8 weeks after AstraZeneca)
 - Get your first and second dose as soon as soon as you can

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July 16, 2021

Step 3 Reopening Update for Municipality of Brockton

The Province of Ontario entered **Step 3** of the [Roadmap to Reopening Ontario](#) on **July 16, 2021**. Step 3 focuses on the resumption of additional indoor services with larger numbers of people and restrictions in place. The Provincial Step 3 restrictions include, but are not limited to:

- Outdoor social gatherings and organized public events with up to 100 people with limited exceptions;
- Indoor social gatherings and organized public events with up to 25 people;
- Indoor religious services, rites or ceremonies, including wedding services and funeral services permitted with physical distancing;
- Indoor dining permitted with no limits on the number of patrons per table with physical distancing and other restrictions still in effect;
- Indoor sports and recreational fitness facilities to open subject to a maximum 50 per cent capacity of the indoor space. Capacity for indoor spectators is 50 per cent of the usual seating capacity or 1,000 people, whichever is less. Capacity for outdoor spectators is 75 per cent of the usual seating capacity or 15,000 people, whichever is less;
- Indoor meeting and event spaces permitted to operate with physical distancing and other restrictions still in effect and capacity limited to not exceed 50 per cent capacity or 1,000 people, (whichever is less);
- Essential and non-essential retail with capacity limited to the number of people that can maintain a physical distance of two metres;
- Personal care services, including services requiring the removal of a face covering, with capacity limited to the number of people that can maintain a physical distance of two metres;
- Museums, galleries, historic sites, aquariums, zoos, landmarks, botanical gardens, science centres, casinos/bingo halls, amusement parks, fairs and rural exhibitions, festivals, with capacity limited to not exceed 50 per cent capacity indoors and 75 per cent capacity outdoors;
- Real estate open houses with capacity limited to the number of people that can maintain a physical distance of two metres; and
- Indoor food or drink establishments where dance facilities are provided, including nightclubs and restobars, permitted up to 25 per cent capacity or up to a maximum limit of 250 people (whichever is less).

Public health and workplace safety measures, and Orders under the *Reopening Ontario Act* still remain in effect. Face coverings in indoor public settings and physical distancing requirements remain in place throughout Step 3.

However, the Grey Bruce Health Unit issued a [Media Release](#) on July 15, 2021 advising that Grey Bruce will enter a modified Step 3, with strong recommendations instead of regulatory orders to contain the spread of COVID-19 including:

- Limits on private gatherings – **25 people for outdoor gatherings and 5 people for indoor gatherings**
- Strongly encouraged to **dine outdoors**
- Workplaces and patrons follow public health measures, especially gyms, cinemas, and fast food locations.
- Church services and attendees, specifically wedding receptions, follow public health measures.
- Personal service settings and salons continue to require masks be worn, as in Step 2

Grey Bruce continues to see a significant number of COVID-19 cases with 99% being the Delta variant. It is noteworthy that a large number of current cases are in individuals that were not vaccinated or became infected as the result of gatherings where COVID-19 precautions were not followed. Residents are encouraged to receive vaccinations. The Health Unit has advised that until we reach a level of vaccination that protects the entire population, **everyone must continue to be prudent in following COVID-19 precautions.**

The Municipality of Brockton continues to prioritize the health and well-being of residents and businesses by following advice from the Grey Bruce Health Unit and Provincial Government.

A reminder that the Province of Ontario declared the Counties of Grey and Bruce a Delta Variant Hot Spot. The Grey Bruce Health unit urges everyone to continue following public health guidelines, including wearing a mask and physical distancing, and to get vaccinated as soon as possible.

With the announcement of entering into Step 3 of the Reopening Roadmap, the Municipality is providing an update on the impact of Step 3 reopening on Municipal facilities and operations.

Municipal Facilities that are Open:

- Municipal Office
 - No more than **two (2) persons** are allowed in the Municipal Office at one time, and must maintain a **physical distance** of 2 metres/6 feet.
 - Residents must wear a **face covering** when entering the Municipal Office.
 - Residents must use **hand sanitizer** when entering and exiting the Municipal Office.
 - Marriage licences, lottery licences, and Commissioner of Oaths services require an appointment.
- Brockton Child Care Centre
- Brant, Greenock, and Walkerton/Hanover Landfills
 - **Face Coverings** and **Physical Distancing** Required
 - Limit of **10 vehicles at a time** at Brant and Greenock Landfills
 - Curbside collection still encouraged

Outdoor Amenities that Remain Open:

- Greenspaces, Trails, Parks (Including playground structures at parks)
- Basketball Courts and Tennis Courts
- Lobies Campground
 - Reservations must be booked in advance with staff via [email](#) or by calling 519-881-0625.
 - Campers must maintain physical distancing from other residents accessing the park.
- Sports Fields – Soccer Fields and Baseball Diamonds
 - Physical distancing from other persons is required for the use of sports fields
- Summer Camps
 - Registration required - [Register online](#) or contact staff by [email](#) or call 519-881-0625
- Walkerton Centennial Pool
 - Swimming lesson registration required - [Register online](#) or contact staff by [email](#) or call 519-881-0625
- Walkerton Kinsmen Club Splash Pad (Open daily from 10:00 a.m. to 7:00 p.m.)

*Any person who uses any of the amenities that have remained open, shall maintain a physical distance of at least 2 metres/6 feet from any other person using the amenity, other than a person who is a member of the same household/a member of one other household who lives alone/or a caregiver for any member of either household.

Municipal Facilities that Remain Closed Until Further Notice:

- Bradley School House/Community Centre
- Cargill and District Community Centre
- Elmwood Community Centre
- Walkerton Community Centre (With the exception of well water sample drop-offs)
- Walkerton and Elmwood Fire Halls

*Please inquire with the Parks and Recreation Department as to status of facility rentals, programs, and bookings at Community Centres. **Community Centres are finalizing their reopening plans as we enter Step 3. More information will be released when it becomes available.**

Further Information

The Municipality of Brockton will continue to obtain information and updates from the County of Bruce, The Grey Bruce Health Unit, the Province of Ontario and other health agencies and will provide new information to residents when available. The Municipality of Brockton will continue to take all steps necessary to maintain essential services for our residents and local businesses. Please visit [Brockton.ca/COVID19](https://www.brockton.ca/COVID19) for updated information for residents and [Brockton.ca/BusinessRecovery](https://www.brockton.ca/BusinessRecovery) for updated information about businesses, or call the Municipal Office at 519-881-2223.