



Town of East Gwillimbury

MEMORANDUM

To: Council

Date: June 9, 2020

Subject: COVID-19 Update #5

Origin: COVID-19 Control Group

COVID-19 Control Group Updates

The COVID-19 Control Group continues to meet on a regular and is in communications with all Members of Council, neighbouring municipalities and York Region. The group also continues to work closely with Provincial and York Region Public Health Officials regarding this public health crisis.

The Town remains under a state of emergency and continues to monitor the Federal and Provincial updates with respect to the phased approach for a safe restart of economy.

Provincial state of emergency extended until June 30, 2020

On Tuesday June 2, Province of Ontario extended the provincial Declaration of Emergency to June 30, 2020. Included under the Province's state of emergency are a number of emergency orders. These orders currently ban social gatherings of more than five people who are not from the same household. They also prohibit restaurants and bars from opening unless they are providing takeout or delivery.

COVID-19 Response, Review and Recovery Model – Status Update

As part of the Phased-In Recovery Plan, staff have initiated the short-term 100-day action plan that focuses on safely reopening Town facilities and open spaces while incorporating remote work arrangements.

To-date, an Operational Impact Analysis (OIA) exercise has been completed by staff and all departments including the East Gwillimbury Public Library to identify: physical alteration requirements; layout changes; personal protective equipment (PPE) requirements; scheduling of staff; customer service implications; and IT requirements.

The Town's Recovery Team have also began meeting with each department to review the findings of the OIAs. Following these meetings, the Recovery Team will review, analyze, and make actionable recommendations to the Covid-19 Control Group.

Staff continue to monitor the [Ontario framework](#) for re-opening and work collaboratively with employees, stakeholders and partners to respond to these changes and challenges. The COVID-19 Control Group, in partnership with the Recovery Team will also ensure that all Town decisions regarding reopening of facilities are in alignment with the province's framework, and public health agency recommendations.

Employee Remote/Flexible Work Survey Complete

The Recovery Team conducted a brief employee survey to gather feedback regarding their opinions on remote-work and to receive suggestions for building back better. There was a total of 56 responses. The responses indicated a desire to continue to work remote, and/or to find flexible work arrangements to allow both in-person and remote work. The Recovery Team will fully review the data and incorporate the survey results as part of the actionable recommendations to the Covid-19 Control Group.

Potential Budget Impacts - Continue to Be Mitigated To-Date

Staff previously reported that budget impacts due to the pandemic to the end of June will be mitigated. Finance staff are currently updating forecasts to the end of August to determine if budget impacts will be mitigated. Staff will continue to monitor and assess the potential financial impacts to the Town since the onset of the pandemic and take appropriate action.

Financial Relief on Tax and Water Bills

Council has approved the waiving of interest on outstanding property tax and water bills for 90 days or until July 31 to help provide financial relief to those in need. To date, the Town has collected approximately 80% of the total interim billing and received requests from less than 0.5% of residents (40 tax/water accounts) for relief from payment of tax or water bills. Staff will report back with an update on payment status and on any potential relief actions.

Long-term Care Facility Outbreak Update

It was previously reported that four of six outbreaks in Long-Term Care/Community Care facilities in East Gwillimbury had been declared closed. As of June 2, 2020, the two outstanding outbreaks were also declared closed, however, two additional outbreaks have occurred and remain open. The Town now has a total of 50 confirmed cases through institutional outbreaks.

Reopening of Outdoor Recreation Amenities

On May 19, 2020, the Province of Ontario lifted its restrictions on some outdoor recreational amenities. As a result, the Town has reopened a number of amenities for resident use. As of May 27, the Town reopened all tennis and basketball courts, skateboard/scooter and bike parks, picnic shelters and benches and sports fields. Safety reminders and proper use guidelines have been posted at these locations to help ensure the safety of residents and employees. Guidelines include:

- Amenities are open for individual/household use only. No team play is permitted unless it is with members of the same household.
- Anyone using these amenities must maintain a minimum two metre physical distance from others.
- Be sure to follow proper hygiene including hand washing or sanitizing before and after use.
- Do not share sport equipment with others.
- When biking, skateboarding, or using a scooter be sure to keep a minimum of five metres distance from others.
- Maximum use at any one facility is five people, if there are already five users please try to come back another time.
- Please avoid congregating and leave immediately after playing.

Summer Camps and Programs Cancellation

After careful consideration and review the Town of East Gwillimbury has cancelled all current summer camps and programs up to August 31, 2020 and refunds will be issued to all registrants. Further details have been provided in Community Parks, Recreation and Culture Memo dated June 9, 2020, entitled COVID-19 and Recreation Summer Camps and Programs.

Launch of the Digital Self-Screening Forms

In response to COVID-19, a digital self-screening process has been developed at all Town facilities. This process is in accordance with the Town's COVID-19 Pandemic Response Guide and all employees physically attending the workplace are required to complete the COVID-19 Self-Screening digital form prior to the start of their shift. These precautionary measures are being implemented to ensure staff are taking the time each day to ask themselves important health questions.

The screen process has been completed via paper forms for the last two months, however, the Town is now launching a digital form at Town self-screening locations. The benefits include eliminating/minimizing contact with frequently touched surfaces, reduced queuing lines, eliminate the need to collect, organize and file paper-based forms, and aligns Town practices with the Town's Thinking Green initiative by going paperless.