



**Municipality of West Elgin
Emergency Control Group
Meeting Minutes
May 15, 2020, 3:00 p.m.
Held via Zoom**

Present: Mayor D. McPhail
Deputy Mayor R. Leatham
CAO/Treasurer M. Badura
CEMC B. Weber
Alternate CEMC L. Gosnell
Fire Chief Al Beer
Utilities M. Kalita
Scribe J. Nethercott

CAO/Treasurer Magda Badura called the meeting to order at 3:04 p.m.

Magda Badura provided an update on the recent provincial announcement. This announcement will open the Port Glasgow Trailer Park to seasonal residents. An announcement will be going out to seasonal residents once we receive some clarification from Minister Yurek's Office. This should be coming quickly as requested by Mayor McPhail. Mayor McPhail stated he is worried about ensuring safety and adherence to the physical distancing and gathering rules at the area trailer parks. Staff stated that at this time the guidelines and rules have been clearly communicated to the seasonal residents of Port Glasgow Trailer Park and staff have been in communication with the other trailer park owner/operators, all of whom plan on following similar rules to avoid confusion and complaints. It is hoped that residents understand they must follow the rules and guidelines or lose their privileges.

Lee Gosnell provided an update that this announcement will also allow the tennis court, Skate Park and basketball courts to open on Tuesday May 19. Signage will be put up warning this area is not sanitized and to use at own risk. The Port Glasgow Yacht Club will be opening on Saturday May 16, 2020, however public washrooms and access to the beach are still closed.

Magda provided an update on the Office preparations for re-opening. Plexiglas for the front counter and Service Ontario areas has arrived and will be installed next week. Staff have been stocking up on PPE and is sourcing as much as they can. Guidelines are being written with regards to office procedures for re-opening to the public. Magda also reported that she is looking into hiring a part-time staff member to assist with cleaning and crowd control, along with a reduction in hours for Service Ontario. West Elgin Municipal Office will open in conjunction with other Elgin County municipal offices

and staff are currently working with the other Service Ontario providers to ensure we all open together to prevent overwhelming one office.

Emergency Control Group Meeting adjourned at 3:38 p.m.

Magda Badura
Chair
CAO/Treasurer

Jana Nethercott
Scribe