

APPENDIX C: EMERGENCY MANAGEMENT AND OPERATION CENTRE COVID-19 RESPONSE AND ACTIONS

Meeting Date	Actions Taken
March 12 (EMPC)	<ul style="list-style-type: none">• Initial meeting of emergency group• Corporate-wide reminder to staff regarding sanitization practices• Facilities Dept. distributed Clorox wipes and additional sanitization products to all departments• Informational signage was placed in all City facilities, including Housing facilities• Clerks Dept. suspended the future booking of Task Force meetings• Upcoming ward meetings hosted by the Planning Dept. were postponed• Parks Dept. began preparing for the cancellation of programming and the closure of recreational facilities• Human Resources Dept. began planning compensation for employees effected by program cancellations and facility closures• Water, sewer and tax payment services offered at the front counter in City Hall were suspended• Health and Human Services Commission began urging emergency shelter operators to update pandemic plans, and began investigating ways to potentially isolate shelter users with Covid-19• IT staff began preparations for staff working from home• Purchasing Dept. began procuring additional supplies• Civic Centre was offered as a potential assessment centre• Finance Dept. established accounts for Covid-19 expenditures
March 13 (EMPC)	<ul style="list-style-type: none">• FAQ was made available for internal staff with information from Human Resources regarding sick time and quarantining after returning from travel• Additional informational signage was prepared by Communications Dept. and distributed to all facilities• Purchasing Dept. was designated as supply distribution lead for the corporation• Decided that Early Years centres would be closed to mirror schools• Healthy Kids and Healthy Aging services were cancelled• Access to water treatment plant was limited to staff only• All after school programming hosted by Recreation staff was cancelled• Communications Dept. launched Covid-19 webpage on the City's website
March 14 (EMPC)	<ul style="list-style-type: none">• It was decided that any staff returning from any international travel were required to self-isolate for 2 weeks before returning to work• City-wide closure of recreational facilities and programming was put into effect which included the following facilities:<ul style="list-style-type: none">○ Wayne Gretzky Sports Centre○ Lions Park○ Civic Centre○ Woodman Community Centre

	<ul style="list-style-type: none"> ○ Doug Snooks Community Centre ○ T.B. Costain Community Centre ○ Beckett Adult Leisure Centre ○ Bell Homestead ○ Branlyn Community Centre ○ Tourism Centre Visitor Services and reception area ○ Sanderson Centre ○ This included all programs held in those centres (child care, businesses who rent spaces, worship centres, etc). ○ The tentative date for reopening these facilities and resuming programming was set for April 5, pending review ● Statutory meetings and hearings would be postponed until further notice ● Laptops were procured by IT Dept. and were being prepared for distribution to staff who would be working from home
March 15 (EMPC)	<ul style="list-style-type: none"> ● Staff leaders were asked to identify back-ups ● Golf registration was delayed ● Unions were contacted to arrange a meeting to discuss Covid-19 effects on service and staff ● Forestry, road safety services, and flood control services were all added to the City's official list of essential services ● Surplus / deficit lists were created for supplies and staffing ● Staff began preparing messaging for refunds for cancelled programming ● First meeting of the Unified EOC Advisory Committee, comprised of the following organizations: <ul style="list-style-type: none"> ○ Brant County Health Unit ○ Brantford Community Healthcare System ○ Brant EMS ○ County of Brant ○ City of Brantford ○ Six Nations of the Grand River ○ Grand Erie District School Board ○ Brant-Haldimand-Norfolk District Catholic School Board ○ Brantford Police Service ○ Brant County OPP ○ Enbridge Gas ○ 56th Field Artillery Regiment, RCA

March 16 (EMPC)	<ul style="list-style-type: none"> • The Business Resource centre and Glenhyrst Art Gallery were closed • Filming productions, including those that were already scheduled, were suspended • All POA Court matters were cancelled except essential hearings • Finance staff were asked to identify discretionary and non-discretionary spending, as well as reviewing options for property taxes • New-hire interviews and new staffing requests for resources would be suspended
March 17 (EMPC)	<ul style="list-style-type: none"> • Security began screening all visitors to City Hall • All future marriage ceremony bookings through the Clerks Dept. were suspended • Health and Human Services began eliminating in-person services at 220 Colborne Street • The Economic Development Dept. began contacting local businesses for surplus PPE • Additional buses were added to some transit routes to encourage social distancing • The Building and By-law service counter was closed • Café at the Airport was closed • Records and FOI service was reduced • Parks Dept. was asked to begin coordinating a volunteer network for interested citizens (Corporate Initiatives Dept. also assisted) • Began planning to address potential Covid-19 issues in encampments • Memo regarding corporate work-from-home policy was distributed internally • Meeting was held with unions
March 18 (EMPC)	<ul style="list-style-type: none"> • Fire Services reduced to essential staff only • Hazardous waste collections services were suspended
March 19 (EOC launched)	<ul style="list-style-type: none"> • City declares State of Emergency • Corporate Initiatives Dept. began investigating food security protocols • Sent out public notice regarding the EOC advisory committee in partnership with the County of Brant and Six Nations • Clerks Dept. began investigating the alternatives to in-person Council meetings and streaming options • Building permit application submissions were reduced to once a week • Building Dept. suspended home visits <ul style="list-style-type: none"> ○ Residents doing renovations were asked to send photos and professional engineering plans as proof of work ○ Asked that contractors limit staff on site when inspection of new construction only was being performed • Health and Human Services staff developed a Medium/Long Term plan for isolating homeless individuals • Parking enforcement was reduced to complaint-based service
March 20	<ul style="list-style-type: none"> • Communications Dept. began coordinating a radio/print campaign in addition to current information

	<p>regularly distributed online</p> <ul style="list-style-type: none"> • Clerks Dept. began coordinating with funeral homes for alternative burial permit processing • Refund guidelines for cancelled programs were prepared by Finance Dept. • Water meter replacement services were suspended
March 21	<ul style="list-style-type: none"> • Staff from 324 Grand River were moved to City Hall in order to separate them from essential water services staff • Part-time Brantford Lyft Staff were redeployed to assist with bus cleaning efforts
March 22	EOC Stand-Down Day
March 23	<ul style="list-style-type: none"> • City Hall closed to the public with a tentative reopening date set for April 14, pending review <ul style="list-style-type: none"> ◦ The building remains open to staff and services are still being offered through alternative methods ◦ Was announced after City Council on March 24 • Release of Tourism Guide book delayed. Will be reviewed and revised. • Decided that transit passengers would be boarding from the rear of the bus beginning March 25; implemented free transit
March 24	<ul style="list-style-type: none"> • Visitor screening in Seniors' Housing sites began • Homelessness Shelter / Social Isolation Plan was implemented • Recreation staff were redeployed to Senior Housing • At City Council, a by-law was passed to establish Emergency Acting Mayor(s) and a by-law to permit alternative formats for Council Meetings during an Emergency
March 25	<ul style="list-style-type: none"> • Covid-19 Assessment Centre at the Civic Centre was opened and operated by Public Health partners • No interest will be applied on fees <ul style="list-style-type: none"> ◦ Utility Fees / Taxes • Community Grants review program suspended • Implemented free parking at the Parkade • Decided that dog park would be closed
March 26	<ul style="list-style-type: none"> • Corporate Initiative Dept. began to identify potential locations for mass feeding centres in collaboration with 56th Regiment • Clerks Dept. began coordinating refunds and appointments for pick-up of licenses as necessary
March 27	<ul style="list-style-type: none"> • Decided that skate park would be closed • "Neighbours Helping Neighbours" volunteer network was launched • BIA meeting scheduled for April 8 in Council Chambers was cancelled
March 28	EOC Stand-Down Day
March 29	EOC Stand-Down Day
March 30	<ul style="list-style-type: none"> • Official Order from the Head of Council was signed under under section 4(1) of the <i>Emergency</i>

	<p><i>Management and Civil Protection Act</i> to prohibit the use of all municipally-owned outdoor recreational amenities</p> <ul style="list-style-type: none"> • Pandemic survey was distributed to local business owners • Clerks Dept. advised that a Council Resolution to extend the original emergency declaration would be required • Clean-up team created by Public Works Dept. to redeploy staff city-wide to clean litter, graffiti and other maintenance • By-law Dept. began preparing to enforce new provincial direction for social distancing measures
March 31	<ul style="list-style-type: none"> • The Economic Development Dept. began working with local companies with 3D printing capabilities who could create PPE for Public Health partners • Local business support campaign was launched
April 1	<ul style="list-style-type: none"> • City launched Covid-19 violations reporting process; enforcement to be carried out by By-law officers • Clerks Dept. finalized preparations for virtual Council meetings (in-camera and open session) • Approval granted for use of identified community centres as mass feeding centres • General Managers were asked to provide the names of all eligible enforcement officers in their commissions in the event By-law officers required additional help answering service calls
April 2	<ul style="list-style-type: none"> • First day of enforcement of Covid-19 measures by By-law officers • Began re-evaluating original re-opening dates for facilities so they could be appropriately deferred • Developed “Front Line Friday” initiative to be launched on April 3 • \$1.2 million in funding received from provincial and federal governments (combined); will be used to assist homeless population and provide additional social services during the pandemic • Coordinated with local providers of food security resources to offer support where needed as part of the food security plan
April 3	<ul style="list-style-type: none"> • Letters were prepared for mailing to Part-time employees advising them of their Declared Emergency Leave until further notice
April 4	EOC Stand-Down Day
April 5	EOC Stand-Down Day
April 6	<ul style="list-style-type: none"> • Began hourly transit service • All fees were waived for Downtown parking lots until further notice • Updated signage was created for outdoor spaces to reflect the closure of amenities
April 7	<ul style="list-style-type: none"> • Staff from Recreational services were redeployed to monitor park traffic and to educate users about maintaining social distancing • Food Security initiatives continued to be carried out <ul style="list-style-type: none"> ○ Includes an agreement with the Salvation Army to become lead agency for this initiative in Brant County, and an agreement with the Food Bank to lead this initiative in Brantford

	<ul style="list-style-type: none"> Decided to advise Council to keep Winter Warmth Shelter open until the end of May using provincial funding Construction on City facilities will only continue in cases where it is essential to protect the existing structure (i.e. leaks) or has been deemed as an essential project (e.g the new fire hall) The first alternative (teleconference) meeting of Council was conducted.
April 8	<ul style="list-style-type: none"> Launched Brantford Together initiative to support local businesses
April 9	<ul style="list-style-type: none"> Approved the offering of childcare to essential workers
April 10	EOC Stand-Down Day (Good Friday)
April 11	<ul style="list-style-type: none"> Decided to allow walking on trails on public golf courses while still prohibiting playing
April 12	EOC Stand-Down Day (Easter Sunday)
April 13	EOC Stand-Down Day (Easter Monday)
April 14	<ul style="list-style-type: none"> Senior staff were asked to review summer programming and events to prepare for discussion regarding the potential cancellation of these events It was decided that staff would continue to acquire and store PPE, but local lead health organizations (BCHU, BCHCS) would be asked at the next Joint EOC advisory meeting to coordinate the distribution Departments and partner agencies were asked to bring compiling high-level estimates of financial outlook if current service rates and revenue loss were to continue
April 15	<ul style="list-style-type: none"> Human Resources staff prepared and distributed a document for staff regarding the use of masks
April 16	<ul style="list-style-type: none"> Decided to reduce number of transit riders to 10 per bus after running tests on impacts to service; will be providing additional busses on busier routes as needed
April 17	<ul style="list-style-type: none"> Completed financial modelling until the end of June, and began projections for the end of August Parks staff began examining outlook for Fall events and programming Launched phase 2 of "Neighbours Helping Neighbours" campaign and "Healthy Kids at Home" initiative By-law continuing to enforce social distancing measures, and business closures, and looked into parameters around fishing Communications began developing clear content on by-law violations for website
April 18	EOC Stand-Down Day
April 19	EOC Stand-Down Day
April 20	<ul style="list-style-type: none"> Transit began running a modified hourly service schedule. Communication was released moving to 10 riders maximum It was decided that 5 Parks and Recreation staff would be deployed to HHS HHS escalated concerns about mobile testing of vulnerable communities (including shelters) to healthcare system (BCHSYS). BCHSYS will follow up when required Developing Virtual Children Services EarlyON Programming
April 21	EOC Stand-Down Day

April 22	<ul style="list-style-type: none"> • Library launched new webpage for home-based activities • Received a delivery of hygiene kits from Proctor and Gamble; kits were distributed to shelters and healthcare professionals for distribution • Health and Safety staff began drafting a policy to allow staff working from to take office chairs to their homes • EOC began preparing documents for the Corrective Action Plan, which would be compiled at a later date
April 23	EOC Stand-Down Day
April 24	<ul style="list-style-type: none"> • Decided to prohibit yard-sales as per the advice of the BCHU • Decided that fireworks for holidays would only be permitted in personal backyards for members of the household only <ul style="list-style-type: none"> ○ the sale of fireworks will only be permitted from businesses that are deemed essential (i.e. convenience stores and malls with permits; pop-up shops and trailers selling fireworks will not be permitted)
April 25	EOC Stand-Down Day
April 26	EOC Stand-Down Day
April 27	<ul style="list-style-type: none"> • Recovery planning was added as a regular EOC agenda item
April 28	EOC Stand-Down Day
April 29	<ul style="list-style-type: none"> • Communicated messaging regarding Council's decision regarding RVs • Senior staff were asked to begin planning future financial policies (i.e. refunds and cancellations for memberships or pre-paid programs happening in the coming months)
April 30	EOC Stand-Down Day
May 1	<ul style="list-style-type: none"> • Incorporated recovery planning into formal EOC status reports • Focus beginning to shift to economic recovery
May 2	EOC Stand-Down Day
May 3	EOC Stand-Down Day
May 4	<ul style="list-style-type: none"> • Launched Mental Health Week Campaign for staff and community
May 5	EOC Stand-Down Day
May 6	<ul style="list-style-type: none"> • Return-to-work planning added to regular recovery planning
May 7	EOC Stand-Down Day
May 8	<ul style="list-style-type: none"> • Prepared plans for new cemetery signage reminding visitors of rules regarding public gathering in preparation for Mother's Day • Began planning to increase Transit ridership to 15 passengers per bus pending approval of the EOC • Approved the holding of 702 Colborne Street and 10 Park Avenue until September 30 for the purposes of additional sheltering • Purchasing Department continuing to secure more PPE in preparation for COB employees returning to

	<p>work</p> <ul style="list-style-type: none"> • Legal analysis of essential municipal construction projects completed • Organizational Change Management team began drafting a corporate return-to-work timeline and plan in collaboration with Health and Safety Staff
May 9	EOC Stand-Down Day
May 10	EOC Stand-Down Day
May 11	<ul style="list-style-type: none"> • By-law staff finalized arrangements on the reporting of encampments
May 12	EOC Stand-Down Day
May 13	<ul style="list-style-type: none"> • Received confirmation from BCHU to open community gardens • Human Resources began assisting departments to redeploy staff to assist with seasonal positions
May 14	EOC Stand-Down Day
May 15	<ul style="list-style-type: none"> • A Special EOC meeting was called to address the May 14th Provincial Announcements regarding the reopening of certain businesses and services • Approved the removal of the waiver document that had been added to all building permit applications to allow the permit to proceed without inspections <ul style="list-style-type: none"> ◦ However, there will still be no interior inspections of occupied residences • Legal began process for rescinding the closures of amenities as per both the Mayor's Order and those implemented by now-lifted Provincial order • Approved the reinstatement of the 100% staff complement in Water Services • Approved the June opening of the household hazardous waste program • Approved the increase of Transit passengers to 15 per bus • By-law staff were asked to work with the BCHU for clarification on enforcement matters in light of the Provincial announcement
May 16	EOC Stand-Down Day
May 17	EOC Stand-Down Day
May 18	EOC Stand-Down Day
May 19	EOC Stand-Down Day
May 20	<ul style="list-style-type: none"> • Began planning to re-open tennis courts on the 24th of May • Opened Steve Brown Running Track for public use • Began plans for transitioning Fire Prevention Officers back to regular duties; would continue to support By-law enforcement as required
May 21	EOC Stand-Down Day
May 22	EOC Stand-Down Day
May 23	<ul style="list-style-type: none"> • Approved the re-opening of park benches for use (i.e. remove caution tape)
May 24	EOC Stand-Down Day

May 25	<ul style="list-style-type: none"> • Approved the discontinuation of the “housing sites outreach” program effective May 31 • Approved the discontinuation of the “seniors housing site screening” effective June 30, using a phase-out approach beginning May 25
May 26	EOC Stand-Down Day
May 27	<ul style="list-style-type: none"> • Decided that Wastewater Compliance staff would return to the office June 8 to manage increased work load due to the opening of businesses and the need for field sampling of wastewater and storm discharge • Approved the opening of the Dog Park effective May 30
May 28	EOC Stand-Down Day
May 29	EOC Stand-Down Day
May 30	EOC Stand-Down Day
May 31	EOC Stand-Down Day
June 1	<ul style="list-style-type: none"> • Installed first germ-free barrier on transit for road testing and inspection • Human Resources Dept. began organizing the redeployment of Recreation Staff from Seniors Housing Sites and Housing Department Outreach
June 2	EOC Stand-Down Day
June 3	<ul style="list-style-type: none"> • Continued working with community partners to address matters arising from Covid-positive workers from Norfolk being re-located to Brantford for their recovery
June 4	EOC Stand-Down Day
June 5	<ul style="list-style-type: none"> • A special EOC meeting was called to further discuss matters relating to the Covid-positive workers from Norfolk • A letter was sent to the CAO of the County of Norfolk to express concerns with the way this situation was addressed and asked for better communication in the future
June 6	EOC Stand-Down Day
June 7	EOC Stand-Down Day
June 8	<ul style="list-style-type: none"> • Approved the purchase of an online appointment-booking software module as part of the City’s Reopening Plan <ul style="list-style-type: none"> ○ In preparation for coming service changes that will require users to pre-arrange appointment times for in-person services that were suspended due to Covid
June 9	EOC Stand-Down Day
June 10	<ul style="list-style-type: none"> • Began preparing for the re-opening of the Brantford Farmer’s Market on June 20 • Clerk’s Department began preparations to being offering Marriage Licenses (in-person) by appointment only • Approved the Reopening Plan for City Staff • Began Reopening campaign/messaging
June 11	EOC Stand-Down Day

June 12	EOC Stand-Down Day
June 13	EOC Stand-Down Day
June 14	EOC Stand-Down Day
June 15	<ul style="list-style-type: none"> • Approved the Phase 1 Reopening of Parks, which includes park benches, picnic tables and picnic shelters, basketball courts • Sale of rain barrels and composters from the Landfill Site will resume Monday June 15 • Ongoing communication focusing on signage needs • Plexi glass installed at City Hall front counter and then to move on to Market Square • Barriers installed between stalls at Farmer's Market • Letter received from Norfolk EOC discussing the need to isolate the infected workers quickly and safely and time was of the essence. Workers placed in Brantford outside of the EOC, in conjunction with the farmer.
June 16	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 17	<ul style="list-style-type: none"> • Cooling centre will be located at Doug Snooks • Council approved outdoor patio policy • Approved extension of 2 bylaw officers contracts from end of June to end of July. • City Hall conducting a soft reopening and marriage licenses to be processed. Farmer's Market reopening for Saturday.
June 18	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 19	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 22	<ul style="list-style-type: none"> • Farmer's Market reopened successfully • Facilities staff continuing to place signage and distancing markers in City Facilities. • Risk assessments completed and have recommended the use of masks for staff who cannot practice social distancing or utilize other safety measures when carrying out duties. However, all other staff are allowed to wear masks as they wish. • Have spoken to BCHU about mask usage for staff in meeting rooms; were told as long as distancing measures can be followed, masks would not be required
June 23	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 24	<ul style="list-style-type: none"> • Splash pads on track to be tentatively open July 3. Health Unit need to inspect first and hiring process considered. • Planning underway for reopening pools • Approval given to remove hold on various community centres to be used as feeding centres • Main library tentatively set July 8 as date to open for computer access

June 25	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 26	<ul style="list-style-type: none"> • EOC Stand-Down Day
June 29	<ul style="list-style-type: none"> • Skate Parks to open today June 29th. • Splash pads still on track to reopen July 3rd • Plan for reopening pools being prepared and reopening is being targeted for early July for Woodman (July 13th) and Gretzky (July 16th), pending inspections and procedures in place. • Looking into opening up cooling centres across the City. • Community rooms in housing centres will be opening during heat waves going forward. • Testing at shelters has been complete and no positive tests. Long term facilities will perform retesting. • Farmers Market will be open July 3rd (Friday) • Facilities working with POA, Tourism and BRC to put in measures to open counters next week. • Additional services to be offered at City Hall counter to be reviewed and brought back to EOC • Daycare at TB Costain to reopen today • Processes for additional re-opening of city hall to be circulated and discussed at EOC next week • Issue of mandatory face masks still being discussed.
June 30 – July 7	EOC Stand-Down Days
July 8	<ul style="list-style-type: none"> • Launch of pickup service at St. Paul Library branch was successful and is running two days a week. • Main library opens for computer access July 8 • Approved resuming normal parking enforcement practices on August 1 • Approved phasing in paid parking on the two surface lots on August 1 • Approved parkade to be free until September 1 • Request to open Woodman and WGSC pools per status report approved (does not include Earl Haig) • Approved opening rinks 3 and 4 at WGSC as per status report and to prepare for bookings for August 1 • Approved request to bring forward a recommendation to Council through the CAO report to change practice rates in by-law for soccer/baseball fields – Council approved • Approved request to approve second payment of \$130,000 to Salvation Army and Food Bank. Won't need to be in place until the fall, but approval needed now so contracts can be readied and in place for the fall • Planning is working to launch virtual neighbourhood meetings for planning applications and hope to provide this service starting in August • Building Dept is the pilot for new online payment system to receive e-transfer payments • By-law department will be having first virtual property standards appeal hearing next week (July 13) • Encampment removal completed. • Approved request to recommence the offering of marriage ceremonies in City Council Chambers or alternate location

	<ul style="list-style-type: none"> Mandatory mask discussion was elevated to JEOC – recommendations/considerations of the bylaw will go to Council on July 14
July 9-14	EOC Stand-Down Days
July 15	<ul style="list-style-type: none"> The province announced Stage 3 reopening effective July 17 for most public health unit regions, including Brant County Health Unit Council approved mandatory face-covering by-law, will come into effect July 17. Council allocated \$20,000 to purchase and distribute face masks for individual who may not be able to afford. Brant County also approved face covering by-law. Approved request to increase maximum transit ridership from 15 to 20 riders per bus, starting July 20. 2000 disposable masks will be provided to Transit on Thursday to distribute Friday at Transit terminal to those who do not have face covering to ride. Approved opening remaining running tracks (Kiwanis and Bison's Alumni tracks), starting July 20 Parks programs and events are not moving forward until August 31. Other openings can be communicated as pending reopening in line with Phase 3 recommendations. Approved request to resume full scope of housing maintenance programs, effective July 17 Cohort size will increase from 10-15 kids among child care centres as of July 27 (operating guidelines not yet received) Approved request to resume interior occupied building/by-law inspections starting Monday July 20. Building will start accepting permit applications on the main floor service counter starting July 20 as well. Approved Clerks plan to support licensing of adult entertainers (starting July 16, ahead of the weekend). Electronic signature for marriage licenses has been approved but many licenses have expired during COVID. Approved request to include in COA COW report issue of reducing costs to replace marriage licenses.
July 16	EOC Stand-Down Day
July 17	<ul style="list-style-type: none"> Approved opening City-owned playgrounds effective July 17. The use of face coverings on playgrounds is not required under the City by-law.
July 18-21	EOC Stand-Down Days
July 22	<ul style="list-style-type: none"> Main library will reopen July 28 Approved removing temporary fencing at 3 splash pads, skate park and bike park, on-site staff redeployed to prepare fields and diamonds Approved removal of temporary fencing at community gardens Approved reopening of bocce ball and lawn bowling facilities effective July 24 Approved reopening washrooms at sports fields Approved reopening fitness classes and weight rooms at WGSC with cleaning protocols and social distancing amendments, effective August 4. Change rooms will remain as walk-through only.

	<ul style="list-style-type: none"> • Approved two contract bylaw officers' contract extensions to end of August.
July 23-28	EOC Stand-Down Days
July 29	<ul style="list-style-type: none"> • Main library successfully opened on July 28. Library is focusing on reopening plans for St Paul Branch. • EOC approved Transit passengers to begin using front door loading starting August 4 • EOC approved to begin charging passengers Transit fares on August 24 • EOC approved opening up the terminal on August 10 • EOC approved return to virtual types of taxi inspections, based on a priority need • EOC approved small group training sessions in accordance with meeting room guidelines, wearing face masks and physical distancing
July 30-August 4	EOC Stand-Down Days
August 5	<ul style="list-style-type: none"> • EOC approved return to ½ hour Transit services, as of September 8 to accommodate return to school ridership • Effective September 1, all licensed child care centres and before and after school programs will be permitted to operate at full capacity, with enhanced health and safety procedures for PPE in order to align with school requirements. • Effective September 1, EarlyON Child and Family Centres are permitted to reopen with in-person programming (outdoor programming permitted July 28). All participants must pre-register; enhanced health and safety procedures will be in place.
August 6-11	EOC Stand-Down Days
August 12	<ul style="list-style-type: none"> • St Paul library branch – planning to reopen August 18, 2020, starting with 3 days service/week, increasing to 5 days after Labour day • EOC approved opening of Bell Homestead, effective September 8 • EOC approved installation of ice on rinks 1 and 2 at WGSC • EOC approved request to cancel Scare in the Square Event for 2020 • EOC approved opening of Belleview Community Hall • EOC approved resuming special events, provided they adhere to all Provincial Guidelines
August 13-18	EOC Stand-Down Days
August 19	<ul style="list-style-type: none"> • Paramedicine program to resume in September for seniors living at Brant and Lorne Towers, Albion and Trillium Way housing locations • EOC approved ½ hour in-person appointments to issue burial permits to funeral homes • EOC approved returning to marriage ceremonies August 28, ensuring social distancing • EOC approves recommendation to begin process for reopening Sanderson Centre in October, in accordance with re-opening plan.

August 20-25	EOC Stand-Down Days
August 26	<ul style="list-style-type: none"> Two By-law Enforcement Officers contracts extended to October 30, 2020
August 27-September 1	EOC Stand-Down Days
September 2	<ul style="list-style-type: none"> Approval to move to regular loading on Transit buses effective September 8, with BCHU guidelines in place Restart swimming lessons at Wayne Gretzky Sports Centre starting October 1 Open Doug Snooks Community Centre for programming and rental, starting September 21 Reopen Civic Centre and Lions Park arenas for October 1 Replace current COVID-19 email address with web form that will route inquiries directly to bylaw Allow community groups to use the Tim Hortons room at the Tourism Centre effective October 1, allowing one group per day with cleaning protocols in place
September 3-8	EOC Stand-Down Days
September 9	<ul style="list-style-type: none"> Starting week of September 7, the St. Paul branch of the Library increased service from three days a week to five days a week (Tuesday to Saturday) In-person court proceedings will remain closed until after the week of October 19, 2020
September 10-15	EOC Stand-Down Days
September 16	<ul style="list-style-type: none"> Approved an additional phased in reopening plan, developed for Customer Service that follows provincial guidelines
September 17-20	<ul style="list-style-type: none"> EOC Stand-Down Days
September 21	<ul style="list-style-type: none"> Special EOC meeting held to review and discuss provincial announcement regarding limits for unmonitored private social gatherings.
September 22	EOC Stand-Down Days
September 23	<ul style="list-style-type: none"> Approved staff to move forward with planning for scaled back Remembrance Day activities Approved adding additional steps regarding licensing peddlers. Clerks can collect further information for Health and Safety plan as it relates to COVID. Information would be kept on file and shared with Department of Health if requested.

	<ul style="list-style-type: none"> • Fire Dept determined they will scale back grand opening ceremony for new Fire Station.
September 24-29	EOC Stand-Down Days
September 30	<ul style="list-style-type: none"> • EOC approved plan for using dressing room/changing room areas at WGSC arenas, starting October 1. The plan was first vetted through and accepted by the Medical Officer of Health.
October 1-6	EOC Stand-Down Days
October 7	<ul style="list-style-type: none"> • EOC approved reopening Woodman Park Community Centre for flu clinics. The facility will open on November 10 to prepare for the flu clinics and will only be used for the purposes of the clinics.
October 8-13	EOC Stand-Down Days
October 14	<ul style="list-style-type: none"> • EOC approved extension of two By-law Officer contracts to April 30, 2021
October 15-20	EOC Stand-Down Days
October 21	<ul style="list-style-type: none"> • EOC approved reopening of walk/run track at WGSC, Mon-Fri 8am – 3 pm, effective October 22 • EOC approved reopening the Lookout Lounge at WGSC effective October 22, subject to no concerns from the health unit • EOC approved cancellation of the Winter Leisure guide; redirecting the public to the City's website.
October 22-27	EOC Stand-Down Days
October 28	<ul style="list-style-type: none"> • Request for additional social media posts outlining City Hall service offerings, appointments and hours of service • Tourism Centre to be closed to the public as of Nov. 1 for the winter season. Staff still able to book meeting rooms. • New COVID -19 active screening process implemented November 2 • Focus on Halloween messaging regarding how to celebrate safely
October 29 – November 3	EOC Stand-Down Days
November 4	<ul style="list-style-type: none"> • EOC approved keeping Woodman Park Community Centre open after November 20 for staff CPR and First Aid training only
November 5	EOC Stand-Down Days
November 6	<ul style="list-style-type: none"> • A special EOC meeting was held to review the Ministry of Health's newly released COVID-19 Response Framework

November 7-9	EOC Stand-Down Days
November 10	<ul style="list-style-type: none"> • HR began an internal communications process regarding the active COVID screening process. HR will also provide a communication regarding flu clinics. • Communication provided to staff regarding reduced capacities (staffing reduced to 1/3) and considerations to work from home more frequently and reducing in person meetings. • Staff are reviewing plans for outdoor rink at harmony square this winter. • Construction fencing and signage to remain in place, along with staff monitoring the first week at new playground at Mohawk Park since the park is not officially open.
November 11-12	EOC Stand-Down Days
November 13	<ul style="list-style-type: none"> • A special EOC meeting was held to further review the Ministry of Health's COVID-19 Response Framework and the Province's announcement that the Brant region will move to the Orange Restrict tier, effective Monday November 16. Areas of discussion included Enforcement, Operations, Health and Safety and Communications.
November 14-17	EOC Stand-Down Days
November 18	<ul style="list-style-type: none"> • EOC approved plans to open outdoor rink at harmony square this winter. • EOC approved plans to redeploy staff to housing sites to support residents. • EOC approved HR to conduct asbestos sampling survey meeting in person onsite, scheduling to occur between November 30 and December 18. • EOC approved HR to conduct six in person offsite observation meetings with consultant for physical demands analysis. • Glenhyrst lights display to be drive thru only. • Lookout Lounge located at WGSC will remain closed.
November 19	EOC Stand-Down Day
November 20	<ul style="list-style-type: none"> • EOC approved request from Court Operations for more than 30% of staff present in order to hold court, as they are a small staff, court is resigned in such a way that distancing and masking is feasible and will be in place • Operationally, Tourism Centre will close to the public on Monday, November 23, 2020, will reopen late winter/early spring
November 21-24	EOC Stand-Down Days

November 25	<ul style="list-style-type: none"> • Public Works exploring and reviewing processes for increased screening and restricted entry to recreation facilities. • Community Services and Social Development implemented staff screeners at seven seniors housing sites in Brantford and Paris. • Communications increasing social media efforts
November 26 – December 1	EOC Stand-Down Days
December 2	<ul style="list-style-type: none"> • EOC approved enhanced check-in and tracing processes to be implemented at recreation facilities to ensure that new teams registrations/ renters from regions in the 'Red-Restrict' or 'Lockdown' zones will not be permitted to use recreational facilities (ice/pools) to enhance safety of our staff. • EOC approved that a recommendation be brought to Council that City events be cancelled and the use and rental of City property for events not be permitted until January 26 2021, and that there be an ongoing monthly review of event cancellations. • EOC approved opening community centres for vaccine centre purposes (at locations currently closed and not running programs), if needed.
December 3 - 8	EOC Stand-Down Days
December 9	<ul style="list-style-type: none"> • Woodman Community Centre, Lions Park Arena, Beckett Adult Leisure Centre, and Northridge Golf Course clubhouse will be held and referred to Public Health's review of appropriate centres to use for vaccinations. • Communications to be sent through the Neighbours Helping Neighbours website to encourage residents to support neighbours who may be in need of help with shoveling snow from driveways and walkways. • EOC approved that Clerks provide a recommendation to Council regarding business licensing statuses and renewals. • Public Works to further explore the feasibility of operationalizing outdoor neighbourhood ice rinks.
December 10	EOC Stand-Down Day
December 11	<ul style="list-style-type: none"> • EOC approved opening of 13 community rinks <ul style="list-style-type: none"> ○ Confirmed opening: Donegal, Mohawk, Anne Good/Myrtleville, Spring Gardens, Tutela, Pleasant Ridge, Lincoln Square, Devon Down, Grandwoodlands, Seneca, Westdale ○ Awaiting confirmation of opening: Prince Charles, Moose
December 12-17	EOC Stand-Down Days
December 18	<ul style="list-style-type: none"> • EOC approved the opening of two additional community rinks <ul style="list-style-type: none"> ○ Charlie Ward Park and Lynden Hills

	<ul style="list-style-type: none"> • EOC approved the cancellation of the remaining Pickle ball season at Doug Snooks Community Centre
December 19-20	EOC Stand-Down Days
December 21	<ul style="list-style-type: none"> • COVID 19 Response Framework moves from orange (restrict) to red (control) • EOC explores plans for 28 day Province wide shutdown • Brant Public Health Unit will be operating under <u>O. Reg. 364/20: RULES FOR AREAS IN STAGE 3</u> Red Zone until December 26th, 2020 @ 12:01 then move into operating under <u>O.Reg 82/20 RULES FOR AREAS IN STAGE 1</u> Lockdown
December 22	EOC Stand-Down Day
December 23	<ul style="list-style-type: none"> • Library Board approves the discontinuation of Sunday service for the first half of 2021 • EOC approves closure of Parks Facilities, including: <ul style="list-style-type: none"> ○ Wayne Gretzky Sports Complex including ice rinks, gyms, walking track, pools and fitness studios with the exception of training for elite and Para Sport athletes. ○ Lookout Lounge remains closed. ○ Civic centre will be closed however staff will remain on site to maintain the ice and systems – if the lockdown is extended past Feb 1, the ice will be removed. ○ Lions Arena will remain closed. ○ Bell Homestead to be closed. • EOC approves Parks/Recreation facilities to remain open, including: <ul style="list-style-type: none"> ○ Harmony Square rink with a 10 person limit operating 10-10pm daily ○ City Parks and playgrounds, trails, and tobogganing hills ○ Cemetery Operations, ○ Forestry, ○ skate park (weather permitting) and multi-use basketball courts. ○ Disc golf with signage for no tournament play and Dog Park with signage of max. 10 people within the enclosure. • EOC approves Glenhyrst Lights Drive Through remain open provided services are contactless • EOC approves Development Engineering remain open by providing service by appointment only • EOC approves Farmer's Market remain open with capacity reduced from 50 patrons to 30, which meets calculations in regards to sq.ft. in the regulations • EOC approves 220 Colborne St remain open by providing service by appointment only • EOC approves City Hall customer service counter remain open by providing service by appointment only • EOC approves City Hall customer service counter hours will be limited from 9-4, with a one-hour closure for lunch and to allow for enhanced cleaning

	<ul style="list-style-type: none"> • EOC approves Glenhyrst Building to close • EOC approves Bylaw Enforcement to move to 7-day/week coverage beginning January 4th • EOC approves halting the issuing of licenses
December 24-29	EOC Stand-Down Days
December 30	<ul style="list-style-type: none"> • EOC meeting was held to review provincial lock down measures put in place on December 26.
December 31-January 5	EOC Stand-Down Days
January 6	<ul style="list-style-type: none"> • EOC approves free parking in the Parkade for the month of January
January 7-12	EOC Stand-Down Days
January 13	<ul style="list-style-type: none"> • EOC approves reduction of customer service staff at City Hall from 2 to 1 • EOC approves that all staff work from home to the greatest extent possible • EOC approves that all meeting chairs attending meetings virtually from home where possible • EOC approves closure of POA office and limit access to appointment only and office 2 102 Wellington be available for judiciary use • EOC approves that all external messages be vetted through Communications or by GM or Director to reduce miscommunication • EOC approves the halting of all film and video productions within the City until Feb 23 • EOC approves to cease special event permitting until end of February •
January 14	<ul style="list-style-type: none"> • EOC approves direction to exercise a high level of discretion with respect to parking for more than 24 consecutive hours to accommodate needs of residents working remotely during provincial shut down • EOC approves elite athletes from other regions will not be permitted to use City facilities until further notice
January 15-19	EOC Stand-Down Days
January 20	<ul style="list-style-type: none"> • EOC approves free parking in Parkade until Feb 28 • EOC approves allocation of funds of \$100,000 to the food bank and \$30,000 to the Salvation Army • EOC approves local vaccination sites Woodman Park Community Centre, Lion's Park Arena, and Northridge Golf Course (until golf course opens)