

## **Township of Southgate**

### **Administration Office**

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## **Staff Report CAO2020-049**

**Title of Report:** Southgate CAO Update

**Department:** Administration

**Council Date:** August 5, 2020

### **Council Recommendation:**

**Be it resolved that** Council receive Staff Report CAO2020-049 as information; and **That** Council provide feedback on the draft Ministry of Infrastructure delegation briefing for discussions with the Minister about rural broadband and the importance of grant funding being focused toward fibre installation projects in the SWIFT area and more densely populated rural areas.

### **Background:**

The CAO is providing this report as an update of COVID-19 impacts, important information, decisions, and actions taken by staff in the last 30 days.

### **Staff Comments:**

#### **Southgate's Municipal Business Phase B Opening Update**

A number of Southgate staff returned to the Municipal Office on July 20, 2020 to open the front door to deliver customer counter services. We are answering the phone lines, receiving payments, handling billing inquiries, dealing with applications and general customer service inquiries, or directing to the appropriate staff member in person with the necessary precautions in place.

Staff are not holding meetings with members of the public in the inner office area. Not all administrative staff are working in the office at the present time. External office staff and Council members are all restricted from entering the inner office bubble. Those staff presently working in the office have been trained on the new business operating procedures, cleaning protocols, provided with isolation barriers/screening for protection and an inventory of PPE (face masks, shields, gloves, hand sanitizer, etc.).

#### **AMO Delegation Report**

At the time of this report being written Southgate has not had confirmation from the Province that we would receive a meeting with the Minister of Infrastructure. However, in preparation for the meeting, should we be granted that opportunity to delegate to Minister Laurie Scott, we have developed a delegation briefing document (Attachment #2) and invited to support the discussions SWIFT Executive Director Barry Field, Grey County SWIFT Board Member & Deputy Mayor of Hanover Selwyn Hicks, Grey County CAO Kim Wingrove and Southgate AMO Virtual Conference attendees.

The briefing will be provided to the Ministry in advance of the delegation meeting if granted. The goal of this meeting will be a bit different in that the Township and County would summarize our concerns that some internet service providers are making claims that they can deliver a 50/10 service to their wireless served areas, which restricts government funding for fibre project investments by the private sector. We are planning that most of the time is for Mr. Barry Field the Executive Director of SWIFT to present and engage discussions in the technical side of the discussion with the Minister and Ministry of Infrastructure staff.

### **Grey County Council Staff Report-Public Transit Update**

On July 23, 2020 Grey Council Transportation Manager Stephanie Stewart presented a report to County Council on the status of the service delivery start-up and a revised budget proposal. The new proposed start date is September 1<sup>st</sup>, 2020 and will be a contracted service with the company Driverseat Inc. A copy of the County staff report is included in this document as Attachment #3.

### **Grey County Tourism Trails Update**

Grey County Tourism staff have been monitoring their trails and site attractions to monitor physical distancing, informing on facility status and promoting safety in these areas during the COVID-19 conditions. They have now created signage to reinforce the messaging that we will be installing at the entrance to trails in Dundalk at Memorial Park and the Rail Trail as well as the entrance to the Holstein Park and trail north and south of the dam. A copy of the Grey County Trail Sign to promote distancing and crowding is included in this staff report as Attachment #4.

### **Financial Impact or Long-Term Implications**

There is no financial impact to the municipality as a result of this report other than staff time and the cost of attending the AMO Virtual Conference to participate in the Ministry of Infrastructure delegation.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Concluding Comments**

1. That Council receive staff report CAO2020-049 as information.
2. That Council review and provide feedback on the draft Minister of Infrastructure AMO Delegation briefing document.

Respectfully Submitted,

**CAO approval:** Original Signed By

Dave Milliner – CAO

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- Attachment 1 – Draft Minister of Infrastructure AMO Delegation briefing document
- Attachment 2 – Grey County Transit Report Update presented to Grey County July 23, 2020
- Attachment 3 – Grey County Trail Sign