

The Corporation of the Township of Guelph/Eramosa

Strategic Planning/Economic Development Committee

MINUTES

Wednesday, February 19, 2014

9:00 a.m.

Guelph/Eramosa Township Municipal Building

Present: Mayor Chris White, Councillors Doug Breen, John Scott, David Wolk and Corey Woods.

Staff: Director of Finance Linda Cheyne, Director of Parks & Recreation Robin Milne, Director of Public Works Saidur Rahman, Fire Chief John Osborne, Clerk/Director of Legislative Services Meaghen Reid, Customer Service Representative Danielle Valeriote and Acting Deputy Clerk Jordan Dolson.

Also Present: Linda Dickson, Community Emergency Management Coordinator and Denise Boyd-Dunlap, Emergency Management Assistant, County of Wellington.

1. Mayor White called the meeting to order at 9:04 a.m.

2. Approval of Agenda

Moved by: John Scott

Seconded by: David Wolk

Be it resolved that the Agenda for the February 19, 2014 Strategic Planning/Economic Development Committee Meeting be approved as presented.

Carried Unanimously

3. Declaration of Pecuniary Interest

None.

4. Announcements/Presentations

None.

5. Approval of Minutes

Moved by: Doug Breen
Seconded by: Corey Woods

Be it resolved that the Minutes of the Regular Strategic Planning/Economic Development Committee Meeting held on January 15, 2014 be approved as presented.

Carried Unanimously

6. Delegations

7. Regular Business

7.1 Ice Storm Debrief

The Committee acknowledged the hard work of Township staff, particularly within the Roads Department and the Fire Department.

The Committee discussed the events surrounding the ice storm on December 21, 2013 and the need within the community for generators and water during this prolonged power outage.

The Committee discussed the agricultural community and the independence shown by farmers during emergencies to take care of livestock and properties. The Committee discussed the sharing of resources among the agricultural community.

The Committee discussed this event as a “wake up call” for everyone to be prepared for power outages and emergencies, such as having generators and emergency kits. Ms. Linda Dickson, Community Emergency Management Coordinator, discussed the 72 Hour Emergency Kit preparedness campaign and suggested that we specifically focus on power outage emergencies for the next Emergency Preparedness (EP) Day.

The Committee discussed a procedure for opening warming and cooling centres. Ms. Dickson indicated that there has been support shown among the member municipalities for a County-wide policy on this matter. The Committee suggested that 48 hours without power be considered as a time frame to open warming and cooling centres. She noted that the policy would be brought back to the local municipalities for ratification.

The Committee discussed whether loud speakers on vehicles making announcements would be effective in power outages. Chief John Osborne confirmed that the Fire Department does not have such loud speaker systems on any Fire Department vehicles.

Ms. Dickson noted the importance of radio communication, such as battery operated radios and the radios in vehicles.

Director of Parks and Recreation, Robin Milne, noted the importance of long-standing relationships with suppliers in emergencies. He indicated that the Township's fuel services supplier was able to deliver fuel on the same day. He also noted the usefulness of the back-up generator at Brucesdale for fuel.

Director of Public Works, Saidur Rahman, inquired as to whether the County or Township has any information on vulnerable persons. The Committee discussed the challenges with creating and managing such a list.

The Committee discussed the Township's front line staff on the phones worked well. The Committee discussed how many of the calls received by the Township were to clarify that the Township is not responsible for hydro utilities and directing them to Guelph Hydro or Hydro One. The Committee discussed the data shared on the Hydro One website and how it was useful.

Customer Service Representative, Danielle Valeriote, mentioned that she initially received calls related to roads and hydro. She noted that calls regarding warming centres were not received until Tuesday morning on December 24, 2013.

Chief Osborne discussed the current shortage of propane Ontario. He noted the importance of communication, especially in dangerous winter conditions.

The Committee discussed the importance of promoting crank radios, batteries, and battery operated cell phone chargers. The Committee also discussed the need for education people about the dangers of using propane heaters indoors. Chief Osborne noted that CO detectors are now mandatory in homes.

Mayor White noted activities that worked well including good internal communications between the Roads Foreman and staff, as well as good staffing of a public inquiry line.

Clerk/Director of Legislative Services, Meaghen Reid, noted that there will be article focusing on emergency preparedness written by

Ms. Dickson and Ms. Boyd-Dunlap in the Township's Spring Community Guide that focuses on emergency preparedness.

Director of Parks and Recreation noted that because of our close proximity to Guelph, we should be encouraging residents to warm up at existing facilities, such as shopping malls. He noted that we will need to communicate what a warming centre will provide to manage the expectations of residents. The Director of Parks and Recreation discussed purchasing WiFi for Rockmosa Community Centre. With regard to the preparations in place for shelters, the Director of Parks and Recreation noted that the Township has a total of 100 cots available. Ms. Dickson discussed the need to anticipate the public's expectations of warming and cooling centres and shelters and to educate them on the amenities available. Ms. Valeriotte noted that calls received about warming centres were usually specific to the need for showers. The Committee discussed the sharing of resources among municipalities to serve the residents of the County who need assistance.

Ms. Dickson indicated that we build relationships with neighbouring municipalities to discuss reciprocal arrangements. The Committee discussed the potential for service clubs to assist with food preparation.

The Committee asked that warming and cooling centres be discussed at a future Strategic Planning Committee Meeting.

With regard to communications, the Committee discussed the need for improvements to internal communications between Council and staff, such as the development of the Township BBM group. Director of Finance, Linda Cheyne, noted that she sent out regular email updates to Council but noted that those without power were perhaps were not receiving this information. The Committee directed that internal communications with Council be discussed at a future Strategic Planning Committee meeting.

Director of Public Works discussed the preparations that were put in place in the days prior to the ice storm, after they had received the weather warnings.

With regard to emergency equipment funding, the Director of Finance noted that there may be some funding available in the late spring.

The Mayor inquired whether there would be any additional tools/equipment that should be utilized in a future response.

The Committee discussed having a generator at the Royal Distributing Athletic Performance Centre, where are there existing showers.

The Committee discussed a future networking discussion with Lakeside Church, Squire's Lodge and other privately owned establishments to discuss resources available during emergencies.

Members of the Committee commented that a Hydro One inquiry line and local representative dedicated to responding to municipal inquiries would be useful for residents to obtain information during an emergency or prolonged power outage.

Director of Public Works noted that flood preparations have started due to an anticipated accumulation of rain. He noted that Public Works will be meeting with the Grand River Conservation Authority on February 19, 2014 to discuss flood preparations.

8. Closed Session

None.

9. Next Meeting

Wednesday, March 19, 2014 at 9:00 a.m.

10. Adjournment

The meeting was adjourned at 10:26 a.m.

Chris White, Mayor

Meaghen Reid, Clerk