



# Governance & Services Committee

**TO:** Governance and Services Committee

**FROM:** Brian Reardon  
Chief Administrative Officer

**DATE:** June 4, 2020

**SUBJECT:** COVID-19 Response Actions

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**Purpose:** To provide an update on operational actions underway to reduce the impact of COVID-19 on Regional District employees and residents accessing RDCO services.

## Executive Summary:

Further to the April 23, 2020 report to the Regional Board on COVID-19 response actions, areas of response continue to be focused on:

- Community and staff safety
- Provision of essential services
- Balanced use of financial resources and resident/business support
- Contribution to regional economic recovery

As you are aware, the situation with COVID-19 virus continues to evolve throughout Canada as well as British Columbia. Staff continues to monitor the situation and adapt as needed.

The Province has begun a phased approach to re-open BC. Phase 1 – Essential services operating during COVID-19 ended May 18, 2020, and currently BC is in Phase 2 with the opening of some businesses, recreation and sports, parks, etc. under enhanced protocols. Citizens are still being asked to stay close to home and avoid any travel between communities that is not essential. Each phased reopening response will continue to depend upon containment of the virus.

The Regional District, like other local governments in the region, is taking direction from WorkSafeBC regarding the protocols for returning to operation. The RDCO is developing a COVID-19 safety plan which includes policies and procedures to reduce the risk of COVID-19 transmission for staff and residents accessing RDCO facilities and services.

To date the following steps have been taken.

### Community and Staff Safety

- The number of staff in the workplace has been reduced, implementing work-from-home arrangements.
- Wherever possible service delivery has shifted from in-person to online and phone service which continues to be effective.

- Physical distancing has been increased in all meeting rooms and communal areas. In staff work areas, where physical distancing can't always be maintained, as per WorkSafe protocol, plexiglass barriers have been ordered. Due to the overwhelming response for plexiglass from all sectors throughout Canada, it will take time for barriers to be installed. Signage is in place reminding staff of safety measures which need to be followed ie: sanitizing, physical distancing.
- As required by WorkSafeBC, a COVID-19 Sick Policy and Vehicle Safety Policy has been approved.
- Enhanced cleaning protocols are in place in Regional District facilities and fleet vehicles.
- Further office protocols are being developed with guidance from WorkSafeBC and will be implemented prior to Regional District facilities being reopened to the public. Unlike municipal offices the number of public attending administrative buildings can be quite low and can easily be managed when it is safe to reopen.
- Regional Parks have remained open from the beginning with physical spacing measures and additional cleaning. Some assets like playgrounds were closed, but have now been reopened in coordination with local governments across the Okanagan valley.

#### Balanced use of financial resources and resident/business support

- While summer student hiring was paused, in services with high need and safety requirements met, several students have now been hired.
- Regional District bylaws were amended waiving late fees on utility bills for the remainder of 2020.

#### Provision of Essential Services

- Personal Protective Equipment is secured for the four electoral area fire departments.
- Essential Services Agreement has been approved by all regional local governments.
- Staff continues to be ready to respond to emergencies through the Emergency Operation Centre.

#### Contribution to Economic Recovery

- Economic Development staff continue to liaise with all regional local governments on the Regional Economic Task Force.
- Continue to support local business and industry through the Central Okanagan Economic Development Commission.

### **RECOMMENDATION:**

**THAT** the Governance and Services Committee receive for information the COVID-19 Response Actions report dated June 4, 2020.

Respectfully Submitted:



Brian Reardon  
Chief Administrative Officer

Prepared by: M. Drouin, Manager Corporate Services

Attachment(s): April 23, 2020 Board Report-COVID-19 Response Actions