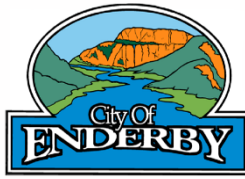


**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: May 19, 2020
TIME: 4:30 p.m.
LOCATION: Enderby City Hall

- 1. APPROVAL OF AGENDA**
- 2. ADOPTION OF MINUTES**
 - 2.1. Meeting Minutes of May 4, 2020 Page 1
- 3. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**
- 4. REPORTS**
 - 4.1. Mayor and Council Reports Verbal
 - 4.2. RDNO Building Permit Summary for April 2020 Page 7
- 5. NEW BUSINESS**
 - 5.1. Corporate Service Recovery Proposed Phase-In Page 8
Memo prepared by Chief Financial officer dated May 15, 2020
 - 5.2. Correspondence: Lake Country Page 32
Interest Charged on Deferred Mortgage Payments
 - 5.3. Correspondence: The City of North Vancouver Page 33
Supporting BC during the COVID-19 Pandemic
- 6. ADJOURNMENT**



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via teleconference on Monday, May 4, 2020 at 4:30 p.m. in City Hall

- Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner
Councillor Shawn Shishido
- Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Deputy Corporate Officer – Kurt Inglis
Secretary Clerk – Laurel Grimm

Other:

APPROVAL OF AGENDA

Moved by Councillor Knust, seconded by Councillor Baird
“THAT the May 4, 2020 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Council Meeting Minutes of April 20, 2020
Moved by Councillor Schreiner, seconded by Councillor Case
“THAT the April 20, 2020 Council Meeting minutes be adopted as circulated.”

CARRIED

PUBLIC AND STATUTORY HEARINGS

None

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

BYLAWS

2020 Budget Bylaws
Moved by Councillor Baird, seconded by Councillor Schreiner

“THAT Council approves an Alternative Municipal Tax Collection Scheme whereby the property tax due date of July 2nd remains, but the date the 10% penalty applies is October 1, 2020 for all property classes;

AND THAT Council gives first reading of the bylaws cited as “City of Enderby 2020-2024 Financial Plan Bylaw No. 1696, 2020”, “City of Enderby Annual Tax Rate Bylaw No. 1697, 2020”, “City of Enderby Sewer Frontage Tax Bylaw No. 1698, 2020” and “City of Enderby Water Frontage Tax Bylaw No. 1699, 2020”;

AND THAT Council considers the public submission that was received;

AND THAT Council provides no further amendments to the bylaws;

AND FURTHER THAT, in accordance with Section 9 of Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19) Order], Council gives second and third readings and adopts the bylaws cited as “City of Enderby 2020-2024 Financial Plan Bylaw No. 1696, 2020”, “City of Enderby Annual Tax Rate Bylaw No. 1697, 2020”, “City of Enderby Sewer Frontage Tax Bylaw No. 1698, 2020” and “City of Enderby Water Frontage Tax Bylaw No. 1699, 2020”.

CARRIED

WRITTEN SUBMISSIONS:

One written submission was received via email from Sharon Webb, who lives on 3rd Avenue, urging Council not to cancel the upgrades to 3rd Avenue as this street has been in very poor condition for several years. She noted that the ambulance station and Parkview Place are located on 3rd Ave and invited Council to drive this road to evaluate its condition.

2020 Fees & Charges Bylaw

Moved by Councillor Schreiner, seconded by Councillor Case

“THAT Council approves waiving the penalty for the January 2020 to April 2020 utility billing period;

AND THAT Council gives first reading to the bylaw cited as “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1700, 2020”;

AND THAT Council makes no further amendment to the bylaw;

AND FURTHER THAT Council gives second and third readings and adopts “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1700, 2020”.

CARRIED

Revenue Anticipation Borrowing Bylaw

Moved by Councillor Schreiner, seconded by Councillor Case

“THAT Council gives three readings and adopts the bylaw cited as “City of Enderby Revenue Anticipation Borrowing Bylaw No. 1701, 2020”.

CARRIED

REPORTS

Mayor and Council Reports

Councillor Case

Reported that Funtastic has been cancelled for 2020 due to the COVID-19 pandemic. Teams can request a refund or registration fees may be applied to next tournament.

Councillor Shishido entered the meeting (4:36 p.m.)

Councillor Case noticed many residents accessing the Enderby Cliffs Provincial hiking trails regardless of the closed signs that were posted on site. Most people seemed to be respectful and courteous with respect to physical distancing, but parking on the side of the road was an issue as the parking lot was closed.

Councillor Baird

Has been engaged in our community's response to COVID-19.

Councillor Knust

Councillor Knust attended an interagency meeting with 17 other participants on Zoom. The Enderby Foodbank has been delivering pre-packaged hampers from Better at Home. 80 hampers were delivered in April and 43 collected. Better at Home has also been delivering groceries and medication for senior citizens.

The Enderby and District Chamber of Commerce had seven (7) several online training courses available for local businesses.

Councillor Davyduke entered the meeting (4:39 p.m.)

Interior Health in Salmon Arm has gone online with Mental health and Substance Abuse services. However, rural areas have limited access to high speed internet and data to participate in online meetings.

Staff to be undergoing a Facility/Service Recovery Planning sessions in the next few weeks to determine what needs to be done in order to open the doors to the public and re-start services that may have been interrupted or deferred.

Councillor Davyduke

Would like to thank the Mayor and Council for all their hard work communicating to residents. Unprecedented times make us appreciate what we have but also highlights areas where people are struggling. This is something to be cognisant of going forward.

Councillor Schreiner

Attended the regional Growth Strategy meeting at the Regional District of North Okanagan via Zoom. Most municipalities seem to be using video conferencing applications for meetings and inquired about the same for City of Enderby Council meetings. During the discussion, Mayor McCune said that staff are planning a phased approach to in-person Council meetings that will begin as soon as the next meeting, potentially.

Councillor Shishido

Posed the question as to the validity of the data being used by the Province to make decisions on COVID-19. Councillor Shishido also asked about the availability of data correlating mental health

issues to COVID-19-related isolation, including suicide rates. Councillor Knust stated that mental health numbers have increased but suicide data is not available at this time. Council need to be aware of financial stressors and isolation, and how these are connected to mental health and domestic abuse.

1st Quarter 2020 VNOD Policing Report

Moved by Councillor Baird, seconded by Councillor Schreiner

“THAT Council receives and files the 1st Quarter 2020 VNOD Policing Report”.

CARRIED

Mayor McCune will ask the RCMP at the next regional meeting why calls for service have been increasing.

NEW BUSINESS

BC Parks Re-Opening Plan: Verbal Discussion led by Mayor McCune

The City has responded to a lot of public confusion over the recent BC Parks closure in respect to the rationale and how it interfaces with the encouragement from Dr. Henry to go outdoors for mental and physical health.

Council discussed how critical it is that everyone have opportunities to access outdoor recreation especially in times of physical distancing in order to support their mental and physical health.

Discussion on parks and re-opening strategies.

Moved by Councillor Shishido, seconded by Councillor Case

“THAT Council send a letter to the Province recognizing that, while BC Parks may have been closed to discourage tourism, the City encourages reviewing this practice to allow local access to nearby provincial parks, subject to appropriate risk mitigation measures and with the understanding that there may be reduced service levels;

AND THAT The City also encourages early and ongoing dialogue with nearby local authorities to ensure a coordinated public message around the closure and resumption of BC Parks and recreation sites.”

CARRIED

Pandemic Corporate Service Recovery Policy

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council endorses the following broad principles to serve as a matrix for advance planning related to corporate service recovery from the COVID-19 pandemic:

1. *Clear guidance from a health officer that it is reasonably safe to resume the service, and the basis on which it may be resumed;*
2. *A risk assessment of the service to ensure that we can provide for the safety of workers and the public in accordance with the guidelines of a health officer; and*

- 3. *An analysis of industry stakeholder positions (such as Destination BC and the BC Recreation and Parks Association) as well as comparison to neighbouring jurisdictions.”*

CARRIED

The Chief Administrative Officer spoke to the report. The framework for the recovery policy would be based on individual facilities. Councillor Davyduke said this would support a safe basis for moving forward, for both workers and the public. Councillor Shishido underlined the importance of balancing the Provincial Health Officer recommendations with current data being released. The Chief Administrative Officer explained the difference between Public Health Act orders versus guidance issued by a health officer, and how the provincial response differed from a lock down.

Pandemic Community Recovery Select Committee

Moved by Councillor Knust, seconded by Councillor Case

“THAT Council appoints Mayor McCune and Councillor Baird to the Pandemic Community Recovery Select Committee to consider matters related to the community’s recovery from the COVID-19 pandemic;

AND FURTHER THAT the Pandemic Community Select Committee will recommend to Council up to three members of the public to be appointed to the Pandemic Community Recovery Select Committee at the next meeting.”

CARRIED

Disclosure of Contracts – Council

Moved by Councillor Schreiner, seconded by Councillor Shishido

“THAT Council receive and file the Disclosure of Contracts - Council.”

CARRIED

Enderby Child Care Action Plan: Report distributed under separate cover

Moved by Councillor Case, seconded by Councillor Baird

“THAT Council receives the Enderby Child Care Action Plan;

AND THAT as part of the next update to the City of Enderby Zoning Bylaw No. 1550, 2014, Council directs Staff to amend the Zoning Bylaw to include ‘child care facilities’ as a permitted use in all commercial zones;

AND THAT Council directs Staff to monitor for grant opportunities to support the provision of open houses, information sessions, and/or first aid training for prospective child care providers;

AND FURTHER THAT Council directs Staff to prepare a letter to the Provincial government advocating for, i) revisions to existing child care licensing regulations in order to make them more responsive to the needs of families and child care providers, and ii) increases to funding for early childhood education initiatives.”

CARRIED

The Planner and Deputy Corporate Officer gave a synopsis of the report.

Board of Variance Appointments

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT the Economic Development Portfolio uses the attached Competency Matrix and Council consultation to recommend three individuals to be appointed by Council to serve on the City of Enderby Board of Variance.”

CARRIED

The Chief Administrative Officer gave an overview of the function of a Board of Variance and how minor variances and matters related to the opinion of a building official on the damage to a legally non-conforming structure relate to Council’s regulatory powers with respect to land use.

Enderby and District Chamber of Commerce

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT Council receive and file the Enderby and District Chamber of Commerce correspondence dated April 15, 2020 and refer the correspondence to the Select Committee.”

CARRIED

PUBLIC QUESTION PERIOD

No public was present.

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Knust (5:50 p.m.)

“That, pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (e) of the Community Charter.”

CARRIED

ADJOURNMENT

Moved by Councillor Knust, seconded by Councillor Shishido

“That the regular meeting of May 4, 2020 adjourn at 5:57 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2020 **Month:** 04

Folder Type	2020 / 04		2019 / 04		2020 to 04		2019 to 04	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created
ACCESSORY BUILDING	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	0	0	0	0	0	0
END - COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
END - DEMOLITION	1	0	0	1	0	0	1	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MODULAR HOME	1	1	423,000	0	1	423,000	0	0
END - MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
END - PLUMBING	0	0	0	0	0	0	0	0
END - SIGN	0	0	0	0	0	0	0	0
END - SINGLE FAMILY DWELLING	1	2	300,000	0	1	300,000	1	0
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANCE	0	0	0	0	0	0	0	0
Report Totals	3	3	723,000	1	0	0	3	0
						738,000		575,000

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 15, 2020
Subject: Corporate Service Recovery Proposed Phase-In

RECOMMENDATION

THAT Council endorses the proposal for re-opening facilities and services to the public as presented.

BACKGROUND

As the Province shifts into a phased recovery, the City is planning to follow suit on the basis of the corporate service recovery principles that Council endorsed at its last meeting. Those principles are:

1. Clear guidance from a health officer that it is reasonably safe to resume the service, and the basis on which it may be resumed;
2. A risk assessment of the service to ensure that the City can provide for the safety of workers and the public in accordance with the guidelines of a health officer; and
3. An analysis of industry stakeholder positions (such as Destination BC and the BC Recreation and Parks Association) as well as comparison to neighbouring jurisdictions.

Recovery for the City involves items such as re-opening the campground, recreation facilities, playground structures, City Hall, visitor services, as well as various programs and department-level operational considerations. These services are vital to public health and wellness, to customer service, to community economic prosperity, and to corporate financial management; however, the importance of the services must be balanced with public health considerations such that resumption is proposed to occur on a phased-in basis with risk mitigation measures.

The status of each of the above principles will be summarized in a general sense below. Following this, a set of proposals with respect to when and how corporate services could potentially recover is proposed for Council's consideration. While some operational matters are still being developed, establishing target dates for the phased resumption of corporate services will provide clarity to staff around how to prioritize implementation.

Council should understand that all target dates for the resumption of services are tentative, and subject to changes in Provincial guidance, labour market participation, and further evaluation of infection control measures for workers and the public.

Health Officer Guidance

The Province released BC's Restart Plan on May 6, 2020. It indicated that the Province is currently in Phase 1, until mid-May, during which time the public health protocols are relatively stringent. The Province has stated in a news release on the same day that:

Under BC's Restart Plan, government will work closely with public health officials, businesses and labour organizations to lift restrictions in phases, gradually allowing for more social and economic activity, while closely monitoring health information to minimize the risk to the public.

Phase 2 of the Restart Plan, from mid-May to the beginning of June, includes the resumption of small social gatherings, the reopening of provincial parks for day use, and the opening of more non-essential businesses in keeping with safe operations plans. With respect to the latter point, the same news release states:

Any business restarting operations must ensure it is in compliance with the provincial health officer's orders and in accordance with occupational health and safety guidance provided by WorkSafeBC.

Phase 3 of the Restart Plan will include the opening up of additional businesses and services between June and September 2020, "provided transmission rates remain low or decline." This includes, on a risk-assessed basis, opening some provincial campgrounds for overnight stays as of June 1, 2020.

Throughout this process, WorksafeBC is providing support and guidance to businesses who are continuing to operate or preparing to reopen. WorksafeBC is requiring employers to have safety plans that assess the risk of COVID-19 transmission in the workplace and develop measures to reduce these risks. In some cases, industry-specific protocols will be developed and approved by the Provincial Health Officer. A hallmark of WorksafeBC's safety planning is the involvement of workers in the process.

Risk Assessments

The City of Enderby has completed, or is in the process of completing, risk assessments for the facilities that it is preparing to reopen to the public. Risk assessments were (or are being) completed in conjunction with workers. Risk assessments were based on the following 5 principles:

- Hygiene
- Sanitation
- Safe social interaction (must be under 50 people in a gathering)
- Physical modifications
- Staying home if sick

Assessments of risk considered things like typical gathering groups, places of worker-public interaction, places of worker-worker interaction, identification of high-contact surfaces and transactional materials, and an inventory of shared equipment.

The assessment then turned to risk mitigation, at which point consideration was given to things like the adequacy of hygiene facilities, handwashing, handling cash and shared equipment, cleaning protocols in areas where workers congregate or interface with the public, and maintaining physical distancing.

Based on the risk assessment and mitigation input from workers, management is developing Safe Operation Plans to protect workers, guests, customers, invitees, and the general public for each of the City's facilities that are planned for re-opening to the public. The Safe Operation Plans will be issued to staff for implementation. The Safe Operations Plans will also provide revised corporate policy with respect to worker sickness and the administration of first aid.

Finally, the implementation stage will involve procedural changes, new personal protective equipment, worker training and orientation, signs, public communications, monitoring, worksite inspections, and ongoing reassessment.

Third Party Positions

Most industry associations are still developing guidance and frameworks, with Provincial approval pending. Staff are anticipating that most of this information will be made available within the next two weeks in either a draft or approved form. The City's Safe Operations Plans will be reviewed against the industry guidance as it emerges, and revised accordingly. In general, most industry associations have been providing previews of guidance already, to enable employers to be as prepared as possible.

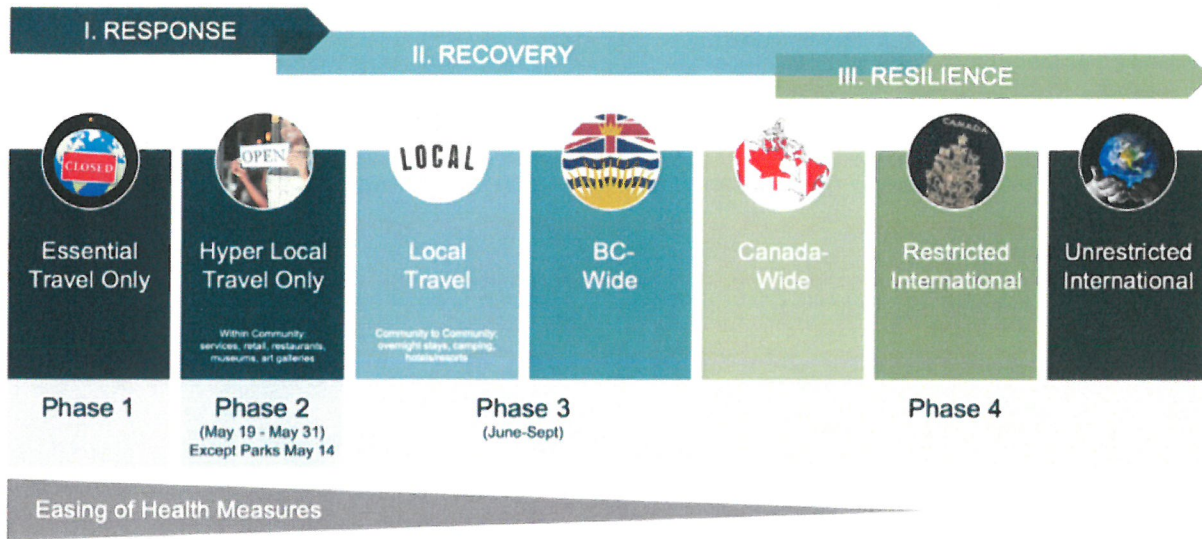
Staff are proposing target dates for reopening that are or appear to be consistent with third party positions; this ensures that the City of Enderby approach is coordinated with the broader sectoral recovery, which promotes public clarity and assures the public of a responsible and reasonable approach to the City's corporate service recovery.

The following items have been considered thus far:

- BC's Restart Plan
- BC COVID-19 Go-Forward Management Strategy (Province of BC; see summary, attached)
- DestinationBC Road to Recovery Plan (see below infographic** and attached summary)
- BC Centre for Disease Control guidance
- Education, awareness, and advice provided through sector associations such as:
 - BC Recreation and Parks Association (the BCRPA is creating a guideline that it is targeting for delivery to the Province on May 20);
 - Canadian Red Cross;
 - Recreation Facilities Association of BC; and
 - Lifesaving Society

**DestinationBC has released the following infographic describing the timeline for the resumption of tourism marketing:

Road to Recovery



Monitoring of the activities of other nearby municipalities indicates a general momentum towards opening outdoor facilities and offices, although the approach is staggered based on local conditions such as the nature of the original closures, site-specific risk assessments, public demands and behaviors, and the intensity of modifications to assets, services, and procedures that may be required prior to re-opening. The municipalities of Vernon, Salmon Arm, Kelowna, Sicamous, and Armstrong have all announced early phases of their re-opening strategies, which have been considered in formulating the below recommendations.

Proposals for Re-Opening

The following consists of staff's proposal for re-opening facilities and services to the public:

City Hall

- Targeting an open date of May 25, 2020 to re-open to the public.
- Implementation of a Safe Operations Plan that addresses hygiene, sanitation, and physical distancing.
- Restrictions on the number of people inside City Hall at any given time to encourage physical distancing, with queuing measures, and the reservation of the waiting room inside for persons who need shade from direct sunlight. Persons will enter through the regular entrance doors and exit through the lower foyer doors unless there is a physical need to make an exception.
- Encouragement for taxpayers to use online banking and the electronic homeowner grant claim process.
- Additional sanitation stations and plexiglass barriers at the front counter.

Campground

- Overnight stays to be allowed beginning June 1, 2020, marketed to near-drive tourists for the first part of the summer, and tourism inside of BC for the remainder of the peak season.
- Implementation of a Safe Operations Plan that addresses hygiene, sanitation, and physical distancing.
- Communal kitchen and washrooms will be closed for the duration of peak season due to sanitation concerns, and only self-contained units will be allowed.
- Strategic placement of recreational vehicles to encourage physical distancing, evaluated on a case-by-case basis by the campground manager.

Pool

- Targeting an open date of June 22 and a close date in mid-September, subject to approval by the Enderby & District Services Commission.
- Implementation of a Safe Operations Plan that addresses hygiene, sanitation, and physical distancing.
- Changes to customer queuing to place more of it outside.
- Exploring alternative venues or arrangements for registration to improve physical distancing.
- Increase the time between programs to provide enhanced sanitation of changerooms and decrease user congestion in rooms and hallways.
- Smaller class sizes and more private lessons.

Ball Diamonds

- As organized sports are considerably more difficult to implement safely, scheduling of practices and games will only occur once there is a Provincially-approved safety plan which all user groups will be required to follow as a condition of use.
 - Please see the attached backgrounder from ViaSport British Columbia, which is the agency responsible for drafting guidelines for the return of organized sport, at the request of the Minister of Tourism, Arts, and Culture.
- Implementation of a Safe Operations Plan that addresses hygiene, sanitation, and physical distancing in conjunction with the Provincially-approved safety plan for organized sports.

Visitor Centre

- Early June reopening on a modified schedule, subject to labour market availability.
- As of July 1, open 7 days per week on a modified schedule, subject to labour market availability.
- Implementation of a Safe Operations Plan that addresses hygiene, sanitation, and physical distancing.
- Eliminate the paper version of the Visitor Guide for 2020 in favour of scaled-back digital marketing, due to anticipated market conditions and the challenges in redesigning a print guide that can reflect the dynamic tourism marketing messages

that DestinationBC is endorsing for 2020. Existing work on the print guide started before the pandemic emergency, and will be used in 2021.

Safe Operations Plans for Tuey Park and the Belvedere Hand Launch are still forthcoming. In addition, existing safety plans for departments that did not close to the public will be re-evaluated, as most of these are in the form of memoranda needing re-evaluation and compilation into formal plan documents.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

KEY STEPS TO SAFELY OPERATING YOUR BUSINESS OR ORGANIZATION AND REDUCING COVID-19 TRANSMISSION

The core measures set out below provide the basis for Government and sector partners to think through and plan for business and institutional resumption based on a sectoral analysis through its multiple ministries and sectoral partnership tables. It is intended to help the sectors think through and plan a cautious return towards the 60% social contact maximum of the pre-Covid-19 normal.

Key sectors that will need to work through in detail and then implement the “new normal” practice standards include:

- Office Workplace Practice Standards
- Health Workplace Standards
- Personal Service Workplace Practice Standards (hairdresser/barbers; spas)
- Retail Practice Standards (including grocery stores)
- Resource Sector Standards
- Restaurant and Food Service Practice Standards
- Bar, Casino, Night Club Practice Standards
- Hotels and Resorts (Including Camping) Practice Standards
- Child Care Settings Practice Standards
- School and Post-Secondary Institutions Practice Standards
- Recreational Facilities Practice Standards
- Outdoor Recreational Setting Practice Standards
- Parks, Beaches and Outdoor Space Standards

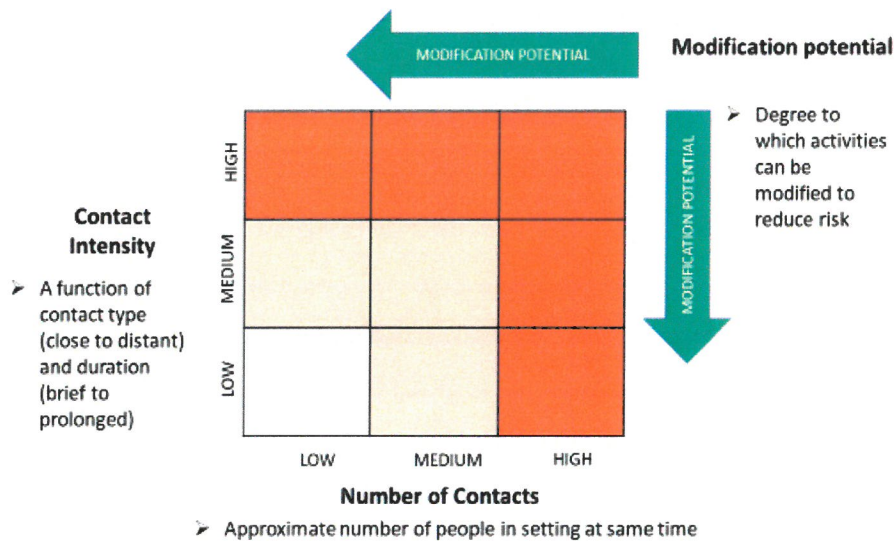
1. You and your staff need to know the basic transmission facts and work with them:

- Coronavirus is transmitted via **larger liquid droplets when a person coughs or sneezes but also potentially when they are talking in very close proximity to another person.** The virus in these droplets then can enter the body of another person when that person breathes in the droplets or when the droplets touch the **eyes, nose or throat** of that person.
- This requires you to be in close contact – less than the so-called social distancing of 3 – 6 feet. This is referred to as ‘droplet’ transmission and is believed to be the primary way COVID-19 is transmitted.
- In addition, droplet transmission is much more likely when in close contact in an indoor setting. COVID-19 can also be transmitted through droplets in the environment if someone **touches the contaminated area then touches their face or eyes without cleaning their hands.** This speaks to the importance of regularly cleaning one’s hands and also cleaning of high touch areas in the environment.
- A key issue in transmission is the median incubation period (the time from infection to appearance of symptoms) and the serial interval (the time between successive cases) for the Covid-19 virus. The **serial interval for Covid-19 virus is estimated to be 5-6 days.** The serial interval is 3 days for influenza with transmission taking place in the first 1-3 days of illness, **pre-symptomatic transmission** (transmission of the virus before the appearance of symptoms) being a major driver of transmission for influenza. For Covid-19 there are some emerging indications that there are people who can shed Covid-19 virus 24-48 hours prior to symptom onset, but at present, the WHO suggests that this **does not appear to be a major driver of transmission.** However, we need to acknowledge that there is debate about this and that at this time we cannot be categorical.

2. Use the tool below to assess the risk of transmission from social interaction in your organizational settings based on two dimensions based on an assessment of low, medium, high:

- (1) What is the **contact intensity** in your setting – the type of contact (close/distant) and the duration of contact (brief/prolonged);
- (2) What is the **number of contacts** in your setting – the number of people present in the setting at the same time¹.

By doing these ratings you can position your organization on the risk matrix below:



¹ John Hopkins University, Bloomberg School of Public Health, Centre for Health Security April 2020

3. Low is low risk; however, the medium and high categories are also subject to potential modification or controls which can help move you to a lower risk category by taking a range of actions:

- Physical distancing measures – measures to reduce the density (intensity and number of contacts) of people in your setting.
- Engineering controls – physical barriers (plexiglass for example)
- Administrative controls – rules and guidelines to help employees, students, customers reduce the risk of transmission.
- Use of personal protective equipment in the form of non-medical masks.

4. Using the assessment and potential modifications or controls to further reduce risk of transmission, you are being asked to **develop an explicit plan for the measures you will implement and maintain over the coming 12-18 months** thinking through three areas that will become the “new normal” in terms of formal and required actions that are the basis for workplaces and commercial businesses being in operation until the PHO lifts the public emergency requirements:

Reducing Transmission - Personal Self Care in Organizational Settings

This is the foundation to reduce transmission:

Core Personal Measures for the “New Normal”:

- No hand shaking as the new normal.
- Practice good hygiene (frequent hand washing with soap and water and use of hand sanitizers; avoid touching one’s face; respiratory etiquette; disinfect frequently touched surfaces).
- Maintain reasonable physical distancing as much as possible and use a non-medical mask or face covering in situations where reasonable physical distancing cannot be consistently maintained, and engineering controls are not available (e.g. plexiglass barriers).
- If you have the symptoms of a cold, flu, or Covid-19 including a cough, sneezing, runny nose, sore throat, fatigue you must stay at home (not going to school/work) and keep a safe distance from others in your family until those symptoms have completely disappeared. Retail malls, shops, and supermarkets should implement clear policies to strongly encourage customers who have the symptoms of a cold, flu, or Covid-19 with any coughing or sneezing to not come into their stores through highly visible signage and verbal prompts if required.
- A further consideration are the extra precautions individuals should consider if they are at increased risk of a more severe illness because they are over 60 years old, or if they have compromised immune systems or underlying chronic medical conditions.

Reducing Transmission – Managing Social Interaction in Organizational Settings

Social interaction is critical to our individual well-being and health. It is a key part of our organizational settings. Increased social interaction must balance this fundamental human need with key actions to reduce transmission. In addition to the personal measures set out above there are two additional measures can be taken to reduce transmission.

Core Social Interaction Measures for the “New Normal”:

- Ensure congregate social settings (kitchens, staff rooms, canteens) in the organization maintain best practice in terms of social distance.
- Ensure increased cleaning throughout the day when in use.

Reducing Transmission – Implement Safe Organizational Practices

Core Institutional and Work Place Measures for the “New Normal”

- You must have clear policies to enable and ensure that individuals who have the symptoms of a cold, flu, or Covid-19 including any coughing or sneezing should not come into the workplace. As part of opening up your specific settings, you should implement sick day policies for the coming twelve months that actively support individual staff being off sick more often or working safely at home during these illnesses. As employers you must take leadership in this regard.
- For office-based organizations, where possible encourage working from home part of the time to reduce “contact intensity” and “number of contacts” in the work place. Where this is not possible or in addition to working from home policies, ensure employees have less contacts by using staggered shifts or work hours, creating smaller teams working together virtually; forgoing in person meetings as much as possible.
- For retail organizations implement strategies that reduce contact intensity and number of contacts by continuing to promote sensible social distancing (3-6 feet) and sensible volume of customers in the retail space based on the transmission fact basics. The 50 number is for large social gatherings not larger shopping or retail spaces. Lining up outside retail stores, especially in the rain or cold winter months is not socially sustainable or healthy. A number of strategies can be used: increasing throughput of customers by maintaining a high number of check-outs; increasing hours of shopping to decrease density of customers; encourage or require utilization of basic non-medical masks to reduce the spread through individuals coughing, sneezing, or close interpersonal contact; manage or eliminate waiting areas; increased use of

appointments or bookings; increased on-line shopping/deliveries and/or pickups; use of physical barriers such as plexi-glass.

- Focus on higher-risk populations including those 65+ and those with underlying medical conditions. Workplaces, retail and personal service businesses are encouraged to exercise greater accommodation for these age groups in terms of work space, more flexible hours of work or shopping (earlier, later, mid-day) or working at home options.
- Require and sustain higher levels of frequent cleaning of “high touch” areas in workplaces and retail outlets throughout the day and availability of hand sanitizer stands at entrances or around workplaces and shops.
- Where appropriate and practical increase use of temporary physical barriers (such as plexiglass at service counters or checkouts).

Reducing Transmission – Child Care and Education Settings/Camps

Daycares are an important part of the social infrastructure to support parents returning to work.

While it is well established that children are important drivers of influenza virus transmission in the community; for the COVID-19 virus, initial data indicates that **children are less affected than adults and that clinical attack rates in the 0-19 age group are low**. Further preliminary data from household transmission studies in China suggest that children are infected from adults, rather than vice versa. This is an important consideration with respect to school closures and reopening but is an area in which the evidentiary base will continue to develop.

The evidence of the impact of covid-19 on young adults appears to be evolving although the data to date suggests that they are more likely to experience mild symptoms.

In general, educational settings are critical to a child's and youth's psycho-social development as well as learning but also for younger children, important to a parent's ability to maintain employment. Any actions taken in this area should take in to consideration all these dimensions.

Recreation and involvement in sports are also important developmental activities for many children and young people.

Specific Additional Measures for Child Care and Education Settings/Camps for the “New Normal”:

Child Care

- Routine daily symptom screening for all staff and students.
- Routine and frequent environmental cleaning.
- Explicit policy for children or staff who have the symptoms of a cold, flu, or Covid-19 with any coughing or sneezing not coming in to child care settings.

Schools (K-12)

- Routine daily screening for all staff and students.
- Routine and frequent environmental cleaning.
- Smaller class sizes, increased space between desks, alternating attendance arrangements, frequent hand washing, wearing non-medical masks for group activities and sports, and limiting group sizes.
- Clear policy for children, youth and staff who have symptoms of a cold, flu, or COVID-19, with any coughing or sneezing not coming into school or taking part in extracurricular activities and sports.
- Planning over the summer for increased use of remote online learning, especially for high school children.
- Early arrival and self-isolation for 14 days of international students.

Post-Secondary Institutions

- Routine daily screening for all staff and students.
- Routine and frequent environmental cleaning.
- Clear policy for students and staff who have symptoms of a cold, flu, or COVID-19, with any coughing or sneezing not to attend classes, extra curricula activities, sports or work.
- Increased use of on-line learning balanced against the need of social interaction for learning and development.
- Early arrival and self-isolation for 14 days of international students.

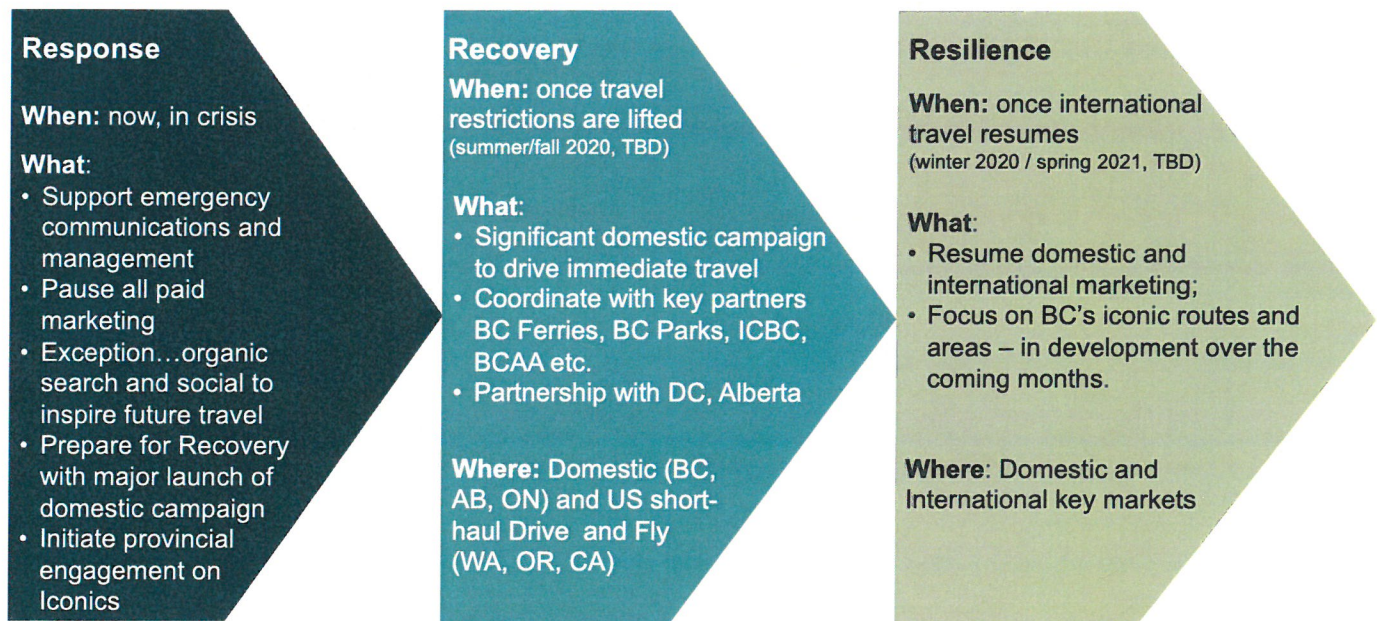
Recreation/Sports/Camps

- Routine daily symptom screening for all staff and participants.
- Support low contact sports (especially outdoor). Identify high contact sports that should not take place during the pandemic.
- Clear policy for participants and staff who have the symptoms of a cold, flu, or COVID-19 symptoms, with any coughing or sneezing not participating.
- Staff and students at higher risk of experiencing severe illness should not take part in recreational, sporting, or camp activities.

Destination BC's Response to COVID-19

Given the extraordinary circumstances we're experiencing across the globe in the face of COVID-19, promoting travel at this time is just not possible. Destination BC has paused all international and domestic paid marketing campaigns. We are actively planning a significant recovery campaign for the tourism industry in three phases, which can be implemented once circumstances change and public safety is assured:

1. **Response**
2. **Recovery**
3. **Resilience**



Response

We have postponed the marketing aspects of our Response phase until COVID-19 conditions are better understood. When Canadian consumers are encouraged to make travel plans and we know that we have capacity to receive visitors, marketing will resume. The only marketing that continues during this time is organic—social and search, which will inspire *future* travel. Destination BC will continue to

monitor market conditions and consumer sentiments to assess appropriate timing and markets for each phase, in consultation with the Ministry of Tourism, Arts and Culture.

Currently, we are sharing accurate up-to-the-minute information with the travel and tourism industry in collaboration with the Ministry of Tourism, Arts and Culture and BC's Tourism Emergency Management Committee. We are leveraging all tools available to share this information, including our corporate website, global consumer websites, social media, industry newsletter, regular industry conference calls, as well as working with our national and provincial counterparts.

Recovery

Once the COVID-19 virus is contained and domestic travel is again considered safe and encouraged, we will launch a major domestic marketing program encouraging British Columbians to travel in BC this summer (as appropriate) and long into the fall. A significant investment is being made into this campaign, re-allocated from other existing marketing budgets.

Extending the potential for tourism industry revenue recovery, by supporting domestic travel further into the fall season, is critical. Destination BC will implement marketing to encourage travel from BC, Alberta and Ontario. Additionally, once borders re-open and it is safe to do so, Destination BC will market to Drive-holiday travelers from short-haul US Drive markets (WA, OR) and mid-haul Fly markets (CA).

Resilience

Once we are truly through the other side of this crisis, keeping industry capacity in mind, Destination BC will resume its cycle of domestic and international marketing, encouraging the collective tourism ecosystem to rally behind core Iconic themes.

We will leverage our collaborative partnerships to find creative solutions and opportunities to get people travelling across the province. Depending on the situation and timing, beginning in the fall and beyond, Destination BC will launch its new 'Iconic' place brands in both domestic and international markets, to strengthen the tourism economy in all parts of British Columbia.

Catalyst funding for destination development investments, led by the Ministry of Tourism, Arts and Culture and Destination BC, and implemented through Regional Destination Marketing Organizations, will help secure the long-term competitiveness of BC's travel destinations and experiences and elevate BC's new Iconic routes and areas.

Destination BC will also work with BC's International Trade Offices to help restore investor confidence in BC's tourism industry and help drive investor interest in BC's Iconic routes and areas.

Destination BC will continue to update industry as details for each phase take shape. We expect there will be a need to refocus our priorities and re-examine our core markets and our programs to address any shifts in dynamics when the pandemic is over.

Questions? Please contact us at COVID19Response@DestinationBC.ca



BRITISH COLUMBIA'S RETURN TO SPORT FREQUENTLY ASKED QUESTIONS

UPDATED: MAY 13, 2020

RETURN TO SPORT GUIDELINES

Q: What is the directive from the provincial government?

A: The Minister of Tourism, Arts and Culture has advised sport that we may begin developing plans for resuming activities. The Provincial Health Officer (PHO) has asked all businesses to think about three things: processes to open safely, measures to keep people safe to avoid further outbreaks, and a place in the event that a case or an outbreak should occur.

Q: What health guidelines are in place?

A: PHO orders and recommendations include:

- Prohibition of gatherings of 50 people or more;
- Physical distancing of at least two metres;
- Frequent hand hygiene;
- Enhanced cleaning and disinfection and
- Self-isolation for employees who have symptoms of COVID-19 for a minimum of 10 days (or self-isolation for 14 days if returning to Canada from another country)
- Symptom screening for staff and participants

Q: What is viaSport's role in Return to Sport?

A: For our sector, Premier Horgan and the Minister of Tourism, Arts and Culture, Lisa Beare, have asked viaSport to work with you in developing a set of guidelines on how to resume sport and operate safely during this pandemic.

Those guidelines will be reviewed by the Office of the Public Health Officer and WorkSafe BC. Once reviewed, you will be able to use these guidelines to help you finalize and implement your sport-specific plans for the safe return of your sport.

We are here to support and serve you in any way we can to help and advise you through this process. If you need more information we will help you find it. If you have specific questions you need answers to we will do our best to find those answers. If you are uncertain about the meaning of any aspect of the Restart Plan or the sport guidelines, we will strive to provide you with clarity.

Q: What information is included in the Sport Sector guidelines?

A: The guidelines should further outline protocols related to PHO orders and recommendations and provide further direction as they relate to facility access, facility operations, sport-specific programming and participant information.

It will also include links and references to BCCDC, Health Canada, WorkSafe BC, etc.

SCOPE OF RETURN TO SPORT

Q: What types of activities are allowed within this first phase of lifting restrictions?

A: Low risk activities that can occur with the following public health recommendations in place:

- Ability to maintain physical distancing
- Minimal sharing of equipment
- Focus is on skill development, not competition
- Community focused

Q: What is the maximum allowable group size?

A: The maximum group size is 50 people. Sports will need to consider other factors to determine what number is appropriate for their space and the ability to maintain physical distancing. As we transition back to sport, we should be cautious to not jump to these maximum numbers too quickly.

Q: What is the definition of competitive activities?

A: Competitive activities are formal, organized games, matches and tournaments between participants where scores are recorded and standings are kept. For the foreseeable future, sport will be more geared towards community participation and training rather than games and provincial competition.

Q: What is the definition of community focused?

A: Community focused sport activities take place within the home sport community or clubs where participants are members. This means avoiding cross-regional, inter-provincial or cross-country travel for sport.

Q: What is the difference between recreational activities and organized sport activities?

A: Organized sport is defined as any organized sport activity that involves a number of people doing something together in a structured way and is facilitated by a Provincial Sport Organization or Local Sport Organization.

Recreational Activities or Play can be defined as leisure activities that are done at the discretion of the individual (e.g. – use of parks, hiking trails, public facilities) and are not included within the context of this document.

Recreational facilities have been given the go-ahead to begin re-opening in certain municipalities by their public health authority. This allows the facilities to open up access to the public. That said, user groups such as sport organizations should ensure that their sport specific guidelines are in place before they begin utilizing these or other facilities to offer organized sport activities.

Q: Will sports that include sharing of a ball or integral piece of equipment be allowed to resume activities in phase one?

A: Sharing of equipment creates greater risk of spread of the virus. Therefore, in order to resume activities the sports will need to have guidelines in place that look to mitigate that risk. This should include regular cleaning, disinfection between users (where possible), hand washing before and after use/play, etc.

Q: Are individuals over the age of 50 permitted to participate in organized sports?

A: Older adults are considered a vulnerable population and are at greater risk of contracting COVID-19. Those at increased risk due to compromised immune systems should not take part in recreational or sport activities. However, it is up to the individual to understand their risks and make a decision about whether or not to participate. As a sport organization if you are planning programming for older adults you will need to ensure that health guidelines are being followed and look for further ways to mitigate risk, such as smaller group sizes and specific timeslots for this population group.

RETURN TO SPORT IMPLEMENTATION

Q: Will there be a sport specific return to sport date, depending on each sport return to play protocol?

A: Each sport will have different dates in which they will resume based on the type of sport, access to facilities, the ability to adapt to Public Health Guidelines and the development of their sport-specific plans.

Q: Are approvals required on the Return to Sport plans?

A: The sector Return to Sport Guidelines will be reviewed by public health officials and WorkSafe BC. Sport-specific plans do not require government approval, but must be approved by your own Board of Directors.

Q: Why have golf courses been allowed to reopen before sport sector guidelines are in place?

A: Golf courses in B.C. were never ordered closed. Some golf courses have also received permission of from local health authorities to reopen. Organized sport activities such as tournaments and club play remains on hold.

Q: What is the process for those sports that submitted sport-specific plans prior to process that was clarified on May 12th?

A: Plans that were submitted prior to May 12th were escalated to health officials for review, however, government has indicated that the review of sector guidelines will take priority.

Q: Is COVID-19 covered under insurance?

A: It is important to note that most insurance policies exclude coverage related to communicable diseases or pandemics, including Directors and Officers Insurance. Therefore, return to sport discussions should include acknowledgement of the inherent risk to the resumption of sport during a pandemic and clear strategies to mitigation of these risks.

Q: What happens if a club resumes activities before a return to sport plan has been approved?

A: Clubs are not authorized to organize sport programming or activities until there is a sport sector plan reviewed by public health officials. Although there are no clear ramifications for clubs who do not follow the return to sport process right now, it should be made clear to them that they may be jeopardizing the

safety of their participants, and their communities, as well as putting their clubs at risk by not aligning with public health protocols.

Q: What happens if a private organization resumes activities through a sport club or that are linked to but not traditionally defined as sport?

A: Every organization has the responsibility to follow provincial health orders during the pandemic. Sector specific guidelines are being developed to help inform organizations on a phased and safe process for re-opening. Organizations should seek out the appropriate guidelines in order to make informed decisions and plan appropriately.

Q: Where will the responsibility for ensuring the cleaning protocols, restricted space, etc. are maintained? Is that a responsibility of the municipality or the local association?

A: The facility owner or operator has overall responsibility for cleaning protocols within the facility. However, anyone renting/utilizing their space is responsible for ensuring there are sufficient protocols in place as well as ensuring all equipment used in properly cleaned.

Q: Do you know if municipalities will decide independently about the status of their facilities or whether there will be a coordinated approach to how they start to phase in access?

A: Municipalities will be developing their own set of guidelines in line with provincial health orders and recommendations and will require approval by their mayor or council. Municipal decisions will be made locally; community by community. This will impact sports organizations who use municipal facilities, and/or multiple facilities across jurisdictions. Return to play plans should account for this type of consideration.

Q: Are there any guidelines for first aid during the pandemic?

A: In the event that first aid is required to be administered during an activity, all persons attending to the injured individual must first put on a mask and gloves.

[A guide for employers and Occupational First Aid Attendants](#)

[First aid protocols for an unresponsive person during COVID-19](#)

HEALTH GUIDELINES

Q: How can you reduce the risk of transmission?

A: B.C. public health officials have referenced a [Hierarchy of Controls for COVID-19](#), outlining that the most effective method of reducing transmission is physical distancing, followed by engineering controls, administrative controls and personal protective equipment.

Q: What self-assessment tools are available?

A: [B.C. COVID-19 Self Assessment Tool](#)

Q: What are the recommendations related to cleaning and disinfection?

A: According to the [BC Centre for Disease Control](#), general cleaning and disinfecting of surfaces should occur at least once a day. Surfaces that are highly touched (including bathrooms) should be cleaned twice a day. Follow [Health Canada Guidelines](#) on what products to use for cleaning and disinfecting.

Q: What resources are in place related to communicating personal hygiene and protection against COVID-19?

A: [COVID-19 Protection poster](#)

[Physical Distancing poster](#)

[Handwashing poster](#)

[Do not enter if you are sick poster](#)



LAKE COUNTRY

Life. The Okanagan Way.

Municipal Hall

Mayor's Office

10150 Bottom Wood Lake Road

Lake Country, BC V4V 2M1

Tel: 250-766-6670

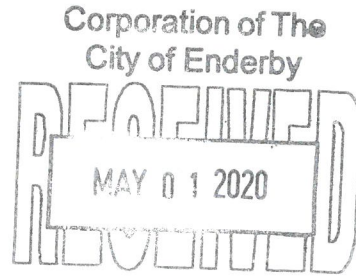
Fax: 250-766-2903

mayorandcouncil@lakecountry.bc.ca

Agenda

April 15, 2020

The Honourable Bill Morneau
Minister of Finance
House of Commons
Ottawa, ON K1A 0A6



Dear Minister Morneau,

Re: Interest Charged on Deferred Mortgage Payments

On behalf of Council we want to convey our citizens significant concern, frustration and frankly disgust at the way mortgage providers, particularly the big banks are charging interest and delayed payment fees for deferred mortgage payments.

Citizens in our community are deeply troubled and trying to navigate how they will provide for their family in the coming months, into the future, and when the economy is in a recovery phase. Council appreciates your request to financial institutions to provide mortgage deferral options to customers who are financially unstable as a result of the pandemic. It's unjust and wrongful, that lending institutions are taking advantage of the unavoidable situation customers find themselves facing and profiting from an emergency. Programs offered force customers to pay exorbitant deferral rates and fees, knowing the customer has no other option to exercise. Across Canada individuals and businesses are being called out and punished for profiteering in this crisis yet our wealthiest institutions stand to profit even more, charging interest on interest.

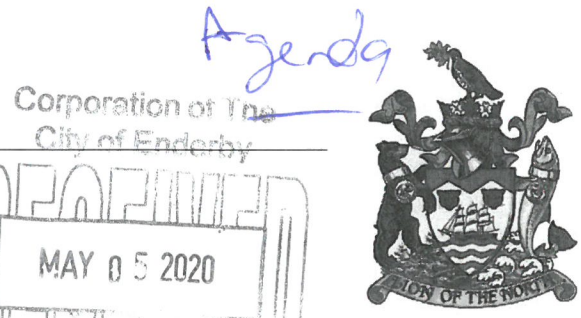
District of Lake Country Council, community and all Canadians trust that you and your staff will review the situation and put suitable regulations into place to eliminate the financial gain banks, our richest, most profitable and protected companies are incurring as a result of COVID-19.

Sincerely,

James Baker
Mayor

cc: Honourable Carole James, BC Minister of Finance & Deputy Premier
British Columbia Municipalities

LAKE COUNTRY



April 30, 2020

Hon. Minister Selina Robinson
Room 310 Parliament Buildings
501 Belleville St.
Victoria, BC V8V 1X4

Dear Minister Robinson:

RE: Supporting British Columbians during the COVID-19 pandemic

As Mayor of the City of North Vancouver I want to start by thanking you for your tireless work during these difficult times. Residents are appreciative of the work done by the Province to assist individuals, municipalities, and businesses.

As you know, in a letter dated March 23, 2020 to Hon. Premier John Horgan and yourself, a number of Metro Vancouver Mayors including myself asked the Province to expand the Provincial Property Tax Deferment Program to include all property owners.

We have yet to receive a formal reply regarding this request.

On Monday April 27, 2020 at the City's Council meeting, Council members shared their concerns regarding the accessibility of the Provincial Property Tax Deferment Program and the current eligibility stipulations.

Council and staff have received numerous communications from residents who are facing new financial challenges as a result of the ongoing pandemic, and who are not currently eligible to access the Provincial Property Tax Deferment Program. As a result, Council passed the following resolution unanimously:

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, write to the Provincial government requesting that a Financial Hardship Program be added to the Provincial Property Tax Deferment Program for a limited time, similar to what was introduced in 2009;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to all BC local governments, UBCM, LMLGA and North Shore MLAs and MPs.

Council has requested that if your government is unable to expand the current program to include all property owners, that you consider implementing a Financial Hardship Program similar to the program that was introduced for a limited time following the 2008 economic recession.

An increasing number of experts predict that the COVID-19 pandemic will be more detrimental to the world economy than the 2008 economic recession, and therefore the

addition of a Financial Hardship Program component to the current Provincial Property Tax Deferment Program should be given serious consideration.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



Linda Buchanan
Mayor of the City of North Vancouver

- c.c. All B.C. municipal governments
UBCM
LMLGA
Bowinn Ma, MLA for North Vancouver-Lonsdale
Ralph Sultan, MLA for North Vancouver-Capilano
Jane Thornthwaite, MLA for North Vancouver-Seymour
Jordan Sturdy, MLA for West Vancouver-Sea to Sky
Terry Beech, MP for Burnaby North-Seymour
Hon. Johnathan Wilkinson, MP for North Vancouver
Patrick Weiler, MP for West Vancouver-Sunshine Coast-Sea to Sky Country