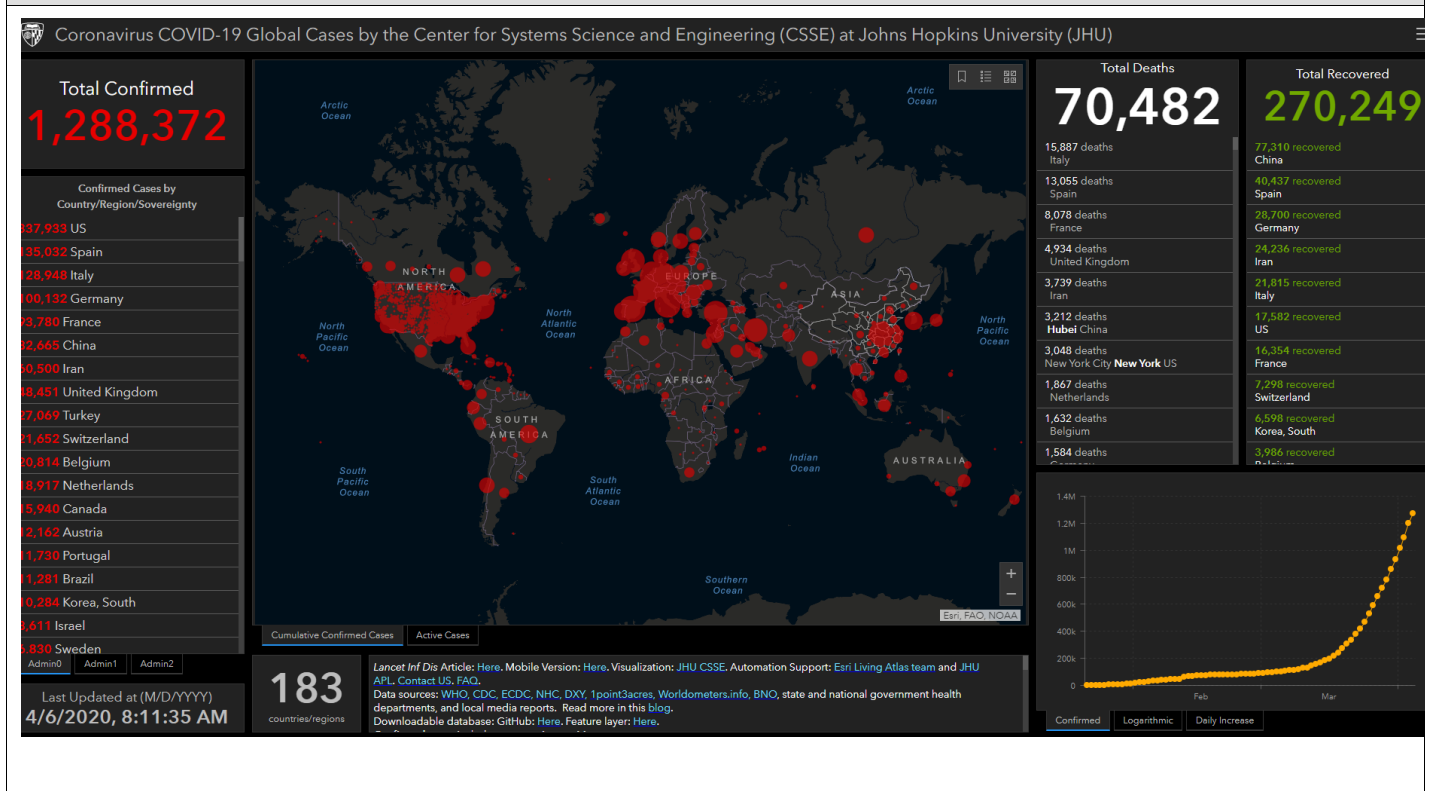


## INCIDENT BRIEFING (IMS 201)

<b>1. Incident Name:</b>		<b>2. Date/Time Initiated:</b>	
COVID-19 – Town of Pelham		Date: 04/06/2020	Start Time: 09:00 Finish Time: 09:52
<b>3. Background:</b>			
<p>a) On 2019-12-31, the World Health Organization, China Country Office was informed of cases of pneumonia unknown etiology (unknown cause) detected in Wuhan City, Hubei Province of China. Days later, researchers in China identified a new virus that had infected dozens of people in Asia which has since been labelled COVID-19 Novel Corona Virus.</p> <p>b) On 2020-01-25, Dr. David Williams, Ontario's Chief Medical Officer of Health, announced Ontario's first presumptive confirmed case of Wuhan novel coronavirus in Toronto.</p> <p>c) On 2020-03-13, Dr. Mustafa Hirji, medical officer of health (acting), Niagara Region Public Health and Emergency Services confirmed a case of Novel Coronavirus (COVID-19) in Niagara Region.</p> <p>d) On 2020-03-9 Dr. Hirji announced he will be changing his messaging to align with Province &amp; Federal. Stay home, limit exposure, proper hand washing &amp; social distance</p>			
<b>4. Current Situation:</b>			
<p>a) Niagara is at 158 cases, Ontario is at 4,038 cases, Canada is at 15,500 cases.</p> <p>b) 232 municipalities in Ontario have declared &amp; 56 first nations</p> <p>c) 5 outbreaks in Niagara retirement/nursing home. One in Niagara Falls being investigated as they had a “pub nite” March 28, outbreak March 30</p>			
<b>5. Map (sketch, GIS image, or description of Incident area):</b>			



## 6. Summary of Current Actions:

The Town of Pelham still remains as partially activated its Emergency Operations Centre in response to the spread of the virus, moving forward on the best measures to protect the health of the public and staff.

The Town of Pelham along with Niagara Region & 11 other Niagara municipalities declared emergency on Friday April 3, 2020 at approx. 11:00.

#### Bob

- As of this morning we are closed all entrances to parks. Harold Black, Centennial, North Pelham, barricading them all – complaint over weekend cars parked in them
- People can walk trails and streets as long as they keep they physical distancing
- Public health - people tested, check online for results with your health card number
- Serious issue with PPE, N95 masks none to be had. Changed procedure on fire calls
- Public health has recommended the public not wear N95 masks. They pose a greater risk to donning & doffing & touching their faces.
- Outside landscaping companies calling are they able to continue working
  - <https://www.ontario.ca/page/list-essential-workplaces>
  - **MAINTENANCE** (line 20) .... Maintenance, repair and property management services strictly necessary to manage and maintain the safety, security, sanitation and essential operation of institutional, commercial, industrial and residential properties and buildings.
  - Group agrees to allow, separate vehicles, personal distance, work alone, yard maintenance is essential as long as they keep within restrictions
- Tonight council meeting on zoom, who will be logged on
  - As per David, Nancy & mayor will be in chambers. Brianna will be on whole call, along with councilors
  - Not everyone has to be logged on Bob, Vickie, Barb will say their part
  - When each SLT member talk, log onto zoom, thereafter just livestream (but there is a lag in livestream)
  - Come on at 17.00, zoom should work with approx. 30 people connected & connection
  - Control group agrees meeting should be virtual. Communication will go out to group & councilors today stating this
  - public is banned from building
- Self-assessment tool on door, if you answer **YES** to any of those questions **DO NOT ENTER BUILDING**, contact your manager. If you wake in the morning not feeling well do not come in, contact your supervisor.
  - This has to be done by every employee coming into any Town building
  - Amount of staff we have employees should be understanding this
  - All Town doors will be checked again to make sure signage is on them for assessment

#### Vickie

- Gave David transit contract, David will look at today
- Transit is an essential service, we have reduced to 1 bus
- Nancy mentioned councilor Haun will be brining motion forward tonight to ban transit in Pelham (as per The Voice article)
- Most regional transit is 800-2000 & weekends 1000-1800 every hour
- Possibly go on demand, which would also cut 1 bus back as well

Barb

- Revised list of essential businesses. Existing residential can continue
  - Continue to receive new applications for new builds, withhold permits.
  - No new construction, until ban is lifted we will hold onto permits.
- Building staff will still be doing inspections
- There still will be activity around Town
- Building staff can also help with By-Law department

Amy

- Spanish sign is ready to go, also are adding about hand sanitizer being distributed by Welland McMaster health team
- Using 3D printer to make parts for PPE

Ryan

- Guys are cleaning Pelham Street today
  - Bob said tanker is also available if needed

Jason

- Construction project that is critical can continue on
  - Only one right now South Pelham aging water main installation.
  - Will proceed as long as following guidelines, contractor is on board
- Conference call later this morning for existing projects which are out

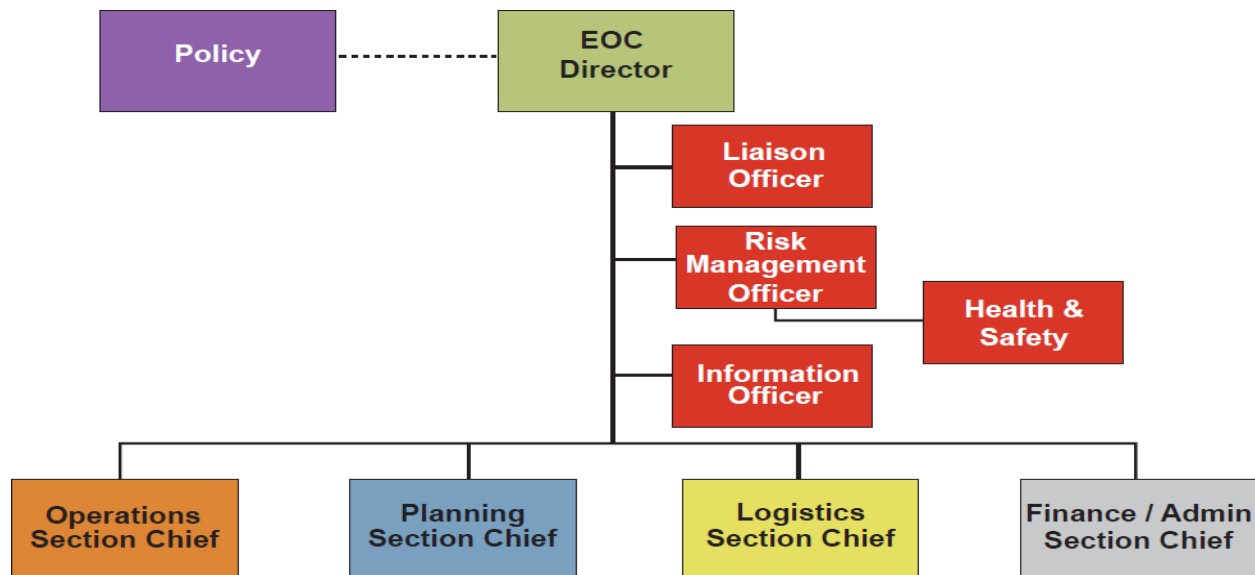
Marc

- Had to block some users on social media over weekend due to comments
- Everyone else understanding education we have been putting out

David

- Since province has new restrictions in province, will have impact with Jason & Barb areas

## **7. Current Organization:**



#### 14. Organization Assignment – IN ATTENDANCE

**Command Model: (Check one)**

☒ Single Command    ☐ Unified Command

**Incident or EOC Commander(s):**

David Cribbs – EOC Director

**Safety Officer:**

Bob Lymburner

**Operations Section Chief:**

Ryan Cook

**Information Officer:**

Marc McDonald

**Planning Section Chief:**

Barb Wiens

**Liaison Officer(s):**

Marc McDonald

**Logistics Section Chief:**

Jason Marr

**Human Resources:**

Not present

**Fin/Admin. Section Chief:**

Teresa Quinlin

**Parks & Recreation:**

Vickie vanRavenswaay

**Clerks Section Chief:**

Nancy Bozzato

**Library :**

Amy Guilmette

**Scribe:**

Sylvia Zappitelli

**Mayor:**

Marv Junkin

#### 16. Prepared By (Fire Department Scribe):

**Name:**

Sylvia Zappitelli

**Signature:**

#### 17. Approved By (Incident or EOC Commander):

**Name:**

Bob Lymburner  
(CEMC)

**Signature:**

**Date:**

April 6, 2020