MEMO

March 17, 2020

Actions taken by the Village of Ashcroft to minimize the spread of COVID-19 in our community.

Ongoing Provision of Essential and Municipal Services:

1. **Water Treatment Plant:**
   Most public works staff have training to operate the Water Treatment Plant. There are two members of staff that primarily operate the Water Treatment Plant; however, if any isolation is required other staff have adequate training to ensure safe water supply to residents. Monitoring, direction and support can be provided to lesser experienced operators over the telephone.

2. **Sewer Treatment Plant:**
   There are two trained public works personnel that operate the Sewer Treatment Plant, cross training procedures have been established to ensure adequate public works staff receive training to operate the system. Monitoring, direction and support can be provided to lesser experienced operators over the telephone.

3. **Garbage:**
   Most Public Works staff are trained and have the licencing to operate the garbage truck. If staffing levels becomes an issue, this is the first service to be suspended.

4. **Office Operations:**
   Office hours and operations remain status quo 8:00 am – 4:00 pm Monday – Friday. To protect staff and the public stringent cleaning practices are in place, commonly touched surfaces are disinfected throughout the day and custodial practices have been increased. There is a hand sanitation station located in the hallway beside the bulletin board, we encourage members of the public to use this prior to entering the office.
   If necessary, programs are in place allowing some members of staff to work from home if necessary. We are encouraging residents not to visit the office unless absolutely necessary, if you wish to make a payment, your options are to contact your financial institution and set up Electronic Funds Transfer (EFT) or send us a cheque.

5. **Council Meetings:**
   At this time Council meetings remain as scheduled, chairs in the gallery will be placed further apart to encourage social distancing. Technology is in place that if necessary, video Council meetings can be held.

"Wellness Awaits You"   **www.ashcroftbc.ca**

P.O. Box 129	Bus: (250) 453-9161	Toll Free: 1-877-453-9161
Ashcroft, BC, V0K 1A0	Fax: (250) 453-9664	Email: admin@ashcroftbc.ca

6. **Ashcroft Community Hall:**
   The Village will not be scheduling any public events at the hall. User groups that use the facility on a weekly basis may continue to do so at this time; however, the groups have been asked to disinfect all commonly touched surfaces prior to leaving after each use. Cleaners and towels are provided by the Village in the usual locations.
   The kitchen is not open for use.

7. **Recreational Facilities:**
   The Village will continue to monitor the situation:
   Parks are open; however, bathrooms will remain closed until further notice.
   The **Pool, Museum and Visitor Info Center** – are currently closed for the season, the public will be advised if or when these facilities will open.

The Village will continue to monitor the COVID-19 situation and make changes to our practices as necessary. We encourage residents to follow the advice of the BC Medical Health Officer Dr. Bonnie Henry. For more information please see the links provided below.

HEALTH LINK BC has clear answers to commonly asked questions about COVID-19, including symptoms, prevention, treatment, and preventive measures: http://bit.ly/39RKeA2.
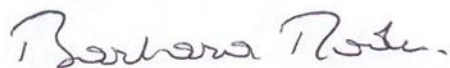
HEALTH CANADA has updates, travel advice, and more: www.canada.ca/coronavirus.

The BC CENTRE FOR DISEASE CONTROL has the latest updates on the COVID-19 virus, information, and guidance about mass gatherings: http://www.bccdc.ca/.

The B.C. PUBLIC HEALTH OFFICER and the MINISTRY OF HEALTH are providing daily updates on the coronavirus. Their news releases can be found at https://news.gov.bc.ca/ministries/health

"This is a difficult and potentially frightening time for many. However, if we remain calm and work together, we will keep ourselves, our loved ones, and our community safe."

Sincerely,

Barbara Roden,
MAYOR,
Village of Ashcroft

SDD/