



The Corporation Of The Township of Stone Mills Staff Report

Report Date: September 2nd, 2020

Entitled: Safety Protocols for the Reopening of the Stone Mills Recreation Centre

Recipient: Stone Mills Council

Submitted By: CBO/Properties Manager Jacob Detlor

Staff Recommendation:

To accept and file this staff report.

Overview

Stone Mills Staff is working toward a mid September re-opening of the Stone Mills Recreation Centre for its many users, which at this point will not include public skaters. Stone Mills staff has prepared a COVID-19 protocol, which follows this report. In short, these protocols make masks mandatory for all entrants to the building, to be taken off only when participating in recreational activity. All entrants to the building will need to sign in, and participants will be limited to 15 minutes before and after participating in recreational activity. Each dressing room will be limited to 10 persons, and social distancing guidelines will be enforced. Non participants will be restricted from entering the building with the exception of when absolutely necessary (1 parent per young child), and the mezzanine indoor area will not be available to these parents. Participants or parents/guardians will also need to sign a waiver form.

Background

n/a

Financial/Budgetary Implications

n/a

Energy Consumption and Demand Management Implications

n/a

Accessibility Ontarians Disability Act, 2005 Implications

n/a



STAGE 3 HEALTH & SAFETY PROTOCOLS FOR RE-OPENING STONE MILLS COMMUNITY CENTRE

The Township of Stone Mills wants to ensure that the Stone Mills Community Centre is a safe and fun experience for everybody. To assist with that, we prepared this guide to assist in efficient and safe facility use. These protocols will be strictly enforced to keep you and everyone else safe during our re-opening in Stage 3.

Whether you are a participant, coach, official, parent, staff or contractor, you are all responsible to assist with the prevention and transmission of COVID-19 and ensure the facility protocols are followed. The Municipality will continue to update our facility guidelines and procedures as needed. Failure to comply will result in the cancellation of Permits.

The following rules and protocols are applicable throughout the entire Stone Mills Community Centre. User groups may have additional health and safety requirements as directed to their groups by the Parks and Recreation Supervisor.

The Township will require a copy of these additional requirements before using the Stone Mills Community Centre.

1. Employee & Guest Health

PHYSICAL HEALTH

Before entering the facility, all staff and users are encouraged to complete a COVID-19 self-assessment using the online tool available at <https://covid-19.ontario.ca/self-assessment/>. If you are feeling ill please do not enter the building. Symptoms of COVID-19 may include, but not limited to:

- cough
- fever
- difficulty breathing
- sore throat
- nausea/vomiting
- diarrhea

If you are experiencing any of these symptoms please stay home and seek medical assistance. Anyone entering the facility and all persons in their household must be following provincial guidelines related to physical distancing, quarantine, and/or isolation as it pertains to COVID-19.

FACE COVERINGS

In accordance with Kingston Frontenac Lennox and Addington Health Unit Order, **ALL** visitors entering the facility **MUST** wear a face covering. Anyone not wearing either, will

be asked to leave the facility until they are able to cover their nose and mouth with a face covering. Participants utilizing the ice surface are also required to wear facial coverings until they are ready to go on the ice with their helmets on.

PHYSICAL DISTANCING

Visitors are required to practice physical distancing by standing at least 2 metres (6 feet) away from any other visitor(s). Spaces have will be labeled where visitors must stand/sit. Employees will be reminded not to touch their faces and to practice physical distancing by standing at least 2 metre (6 feet) away from guests and other employees when possible. The entrances and foyer will be kept free and clear from traffic to reduce interaction and potential transmission locations.

HAND SANITIZER

Hand sanitizer dispensers will be placed at all entrances and high contact areas. Visitors are to utilize these dispensers upon entering the building and whenever as needed.

Visitors are also encouraged to wash their hands on a regular basis.

CONTACT TRACING

Individual Visitors: Everyone entering the building, aside from employees working out of the Stone Mills Community Centre, must sign in upon entry to the building and **MUST** provide a time on that sheet when leaving the building.

User Groups: The User Groups are responsible for screening their athletes/parents and coaches/officials. User groups must provide the Community Centre Staff with their sign in attendee contact sheets prior to entering the ice. Organized teams/leagues are encouraged to gather and complete this prior to entry.

GUEST SIGNAGE

There will be physical distancing markings on floors that guests are required to follow. There will be health and hygiene reminders throughout the facility regarding handwashing, cough and sneeze etiquette, group-size limits, and so on.

STAFF SIGNAGE

Signage will be posted in staff areas reminding employees of the proper way to wear, handle and dispose of masks, gloves.

2. Employee Responsibilities

HAND WASHING

Correct hygiene and frequent hand washing with soap is vital to help combat the spread of COVID-19. All employees have been instructed to wash their hands or use sanitizer as often as needed (for 20 seconds) and after any of the following activities: using the restroom, sneezing, blowing the nose, cleaning, sweeping, mopping, smoking, eating, going on break, and before and after starting a shift.

COVID-19 TRAINING

All employees will receive training on COVID-19 safety and sanitation protocols with more comprehensive training for our staff with frequent guest contact including customer service, cleaning and maintenance staff.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Appropriate PPE will be worn by all employees based on their roles and responsibilities within the Stone Mills Community Centre.

Training on how to properly use and dispose of all PPE will be mandatory. Every employee will be provided with masks to wear while at the facility, (mandatory when in public areas.) Gloves will be provided to employees whose responsibilities require them to wear them.

3. Cleaning Products & Protocols

Our cleaning products and protocols meet guidelines and are approved for use effective against viruses, bacteria, and other airborne and blood borne pathogens.

PUBLIC SPACES AND COMMON AREAS

The frequency of cleaning and sanitizing has been increased in all public spaces with emphasis on frequent contact surfaces including, but not limited to front desk stations, door handles, washrooms, tables, equipment, time clock/score board controls and standing areas. A cleaning log will be posted at all facilities located within the Stone Mills Community Centre

DRESSING ROOMS

Dressing rooms will be available for only 15 minutes prior to the rental time. There is a capacity limit of 10 per dressing room.

Parents/guardians are not allowed in the dressing rooms, but will be permitted to tie skates at one of the skating tying stations just outside the dressing doors that will be sanitized before and after each use. Please obey all hand-washing signage. Soap and paper towels will be well stocked and garbage containers regularly emptied.

STAFF AREAS

The frequency of cleaning and sanitizing will also increase in high traffic staff areas with an emphasis on control rooms, offices, stock and storage areas, washrooms and meeting rooms. Cleaning and sanitizing protocols are also in effect for mechanical rooms and others areas restricted to employee access only.

SHARED EQUIPMENT

Shared tools and equipment are to be sanitized before, during and after each shift or anytime the equipment is transferred to a new employee. This includes, but is not limited to computers, payment terminals, engineering tools, safety buttons, cleaning equipment, keys and all other direct items used throughout the rink.

4. General – All Programs and Departments

- If you are displaying any symptoms of respiratory illness or the flu, please stay home. Self-assess your condition using the online tool at <https://covid-19.ontario.ca/self-assessment/> before coming.
- No outside food or drink permitted in the building.
- Practice social distancing. Refrain from hugging, high fiving, gathering in groups, etc.
- Wash your hands before and after using our facilities.
- All guests must enter the building through the proper designated entrances.
- Refrain from spitting on the ice and throughout the facility.
- All visitors are required to wear a face covering while in the building.
- All skaters and coaches must wear a face covering in the facility until they put their helmets on. Any coaches not on the ice (in the players' benches) must wear a face covering.
- Non participants, parents and or guardians will not be permitted in the facility unless accompanying a minor needing assistance in which case only (1) parent/guardian will be granted access, and must wear a face covering at all times and adhere to physical distancing requirements.
- Mezzanine viewing areas are closed.

5. Hockey/Figure Skating Programs

- All skaters/guests must enter through the designated entrance for arena.
- Use of Showers are discouraged during these implemented safety protocols
- Maximum number of persons (players/coaches/officials) on the ice is 30.
- Proper distancing must be maintained at all times. Amateur and recreational sports leagues may resume so long as they do not allow prolonged or deliberate physical contact between players or if they have modifications to avoid physical contact between players.
- Each rental group is allowed in the building 15 minutes prior to rental start time and only after they have completed their organization's screening and contact tracing processes.
- Only use the dressing room and bench that you were assigned to when entering the building.
- Skater (minor) and parent/guardian physical distancing markers have been laid out at each dressing station.
- Only 1 washroom is available. Access is restricted (as posted) to a limited number of users at any given time.
- After your rental, exit the ice, take off your skates/equipment and exit the

building as quickly as possible through the designated exit.

- All players and guests must exit the building 15 minutes after ice rental has finished.
- Refrain from loitering or socializing inside or outside the building.
All skaters/coaches must wear a face covering while in the building (except on the ice).

6. Other Programs

The Township of Stone Mills has not yet established a return date for other Public Skating programming and facility rentals. Upon doing so, we will provide the procedures for each program.

7. User Group Requirements

- All user groups will be required to submit a declaration of acknowledgement for the Return to play safety protocols and agree to the terms of our COVID 19 Waiver of Liability.
- Groups are encouraged to have each of their participants sign an 'Assumption of Risk or Waiver document' before their first on-ice session and will be responsible for screening and tracking attendance for each participant and parent/guardian at every ice session.
- Each user group shall designate a member to oversee adherence to the return to sport plan and COVID-19 protocols are being followed.
- A maximum of 30 participants on the ice (max level includes players, coaches, officials) will be allowed on the ice surface.
- Leagues can have a maximum of no more than 135 players and does not permit its teams to play against teams outside of the league, or if more than 135 players divides its teams into groups of 50 or fewer and does not permit teams in different groups to play against one another or against teams outside the league.
- No intentional or prolonged contact allowed on ice.
- Do not share equipment unless it is disinfected before and after each use.