

COMMUNITY & PROTECTIVE SERVICES COVID-19 RISK MITIGATION PLAN
(COVID-19 SAFETY PLAN)

Guideline for Safe Reopening:
County of Brant Indoor Recreational Facilities

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BACKGROUND

Recreational activities have many social, physical, and mental health benefits for the members of our community. County of Brant indoor recreation facilities provide a number of benefits to the community. More specifically, these facilities provide opportunities for patrons of all ages to participate in a variety of physical activities. With proper operation, indoor recreation facilities can be reopened with minimal risk.

County of Brant Community & Protective Services Staff have created this guiding document by following processes outlined by a number of agencies, including: Ontario Recreation Facilities Association, Canadian Centre for Occupational Health and Safety, Return to Play documents from the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries, "Return to Sport Guidelines" for Ontario Provincial Sport Organizations and Public Services Health and Safety Association.

Guidelines and procedures outlined in this document do not contravene orders issued by Public Health Ontario, nor local orders issued by the Brant County Health Unit.

This document has been prepared in reference to the following facilities;

- Brant Sports Complex, 944 Powerline Road, Paris, ON
- Burford Community Centre, 14 Potter Drive, Burford, ON
- South Dumfries Community Centre, 7 Gaukel Drive, St. George, ON
- Syl Apps Community Centre, 51 William Street, Paris, ON
- Scotland Community Centre, 85 Simcoe Street, Scotland, ON

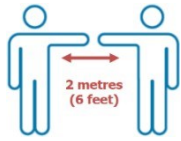
The operational model for these facilities will include use of all ice and turf surfaces, lobby spaces, meeting rooms, spectator areas and dressing rooms and multiple purpose spaces (including gymnasiums and future multipurpose areas) that have limited capacity to allow for sufficient physical distancing. The capacity of each space will be posted and staff will schedule and monitor the spaces in cooperation with user groups. The maximum capacity per room will be based on the current limits permitted in the Re-opening Ontario Act. Spectator area capacity will be limited to 50%

Staff are working collaboratively with sport organizations to develop their Return to Sport/Play plans that will be approved by their provincial sports organizations prior to resuming rentals. The Facility Booking staff will keep organization Safety Plans on file.

Concession booths will be open with a barrier in place. Vending machines will be available and will be cleaned regularly to maintain a sanitary condition.

RISK MITIGATION STRATEGIES

This guideline for safe reopening presents a number of actions for reducing potential risk of COVID-19 transmission. Facilities and programs were assessed for transmission risks and consideration was given to the following areas of operation:



Physical Distancing & Site Management



Cleaning & Sanitation



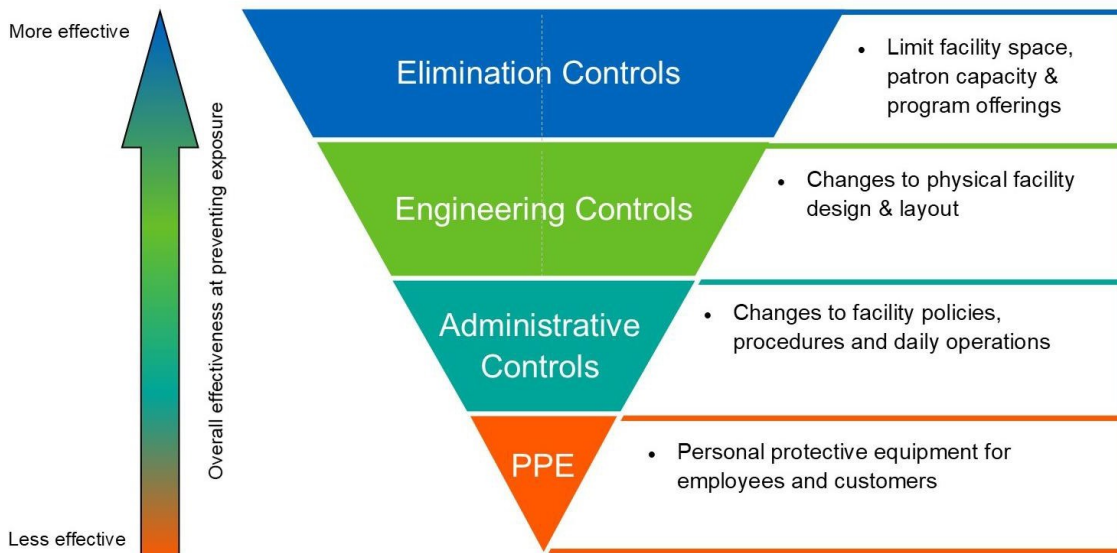
Employee Policies & Signage



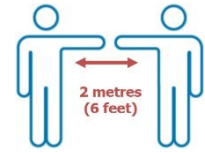
Outbreak Mitigation & Recovery



As risks were identified, strategies were developed using a hierarchy of controls as shown below:



The operation of the County's indoor recreation facilities is overseen by Community & Protective Services Staff. The mitigation plan will be re-evaluated during operation on an ongoing basis and if an environment is created where the goals listed in this document cannot be reasonably achieved, a recommendation and request for direction will be made to County of Brant Council and the Chief Medical Officer of Health for the Brant County Health Unit.



PHYSICAL DISTANCING & SITE MANAGEMENT

Goal: Modify daily operations and physical environment to minimize the potential for COVID-19 to spread through guests of the facility.

Elimination Controls:

- All spectators will be asked to maintain social distancing of 2m while in the facility.
- There are limits on occupancy, which are calculated in accordance with the Public Health Office's Order for Mass Gatherings and recommendation to maintain physical distancing of 2 metres (6 ft). These will be enacted as required by the Reopening Ontario Act.
- Participants will be limited to 50% capacity patrons per activity space/room
- A maximum of 50 % of spectators will be permitted in the facility within spectator areas
- Occupancy will be monitored
- Staff will bring any concerns to the attention of the User Group
- Normal daily operations are anticipated from 7 am to 11 pm
- User groups, if affiliated with a provincial sport governing organization, are to provide approved COVID-19 safety plans as per the Return to Sport Guidelines for Ontario Provincial Sport Organizations Guidelines and appropriate Provincial Sport Organization's recommendations
- Universal washroom (single occupancy) access is available
- Gender specific washrooms will have measures in place to ensure physical measures (i.e. fixtures will be eliminated to ensure physical distancing)
- Elevators and lifts will be limited to a single person and their support worker, family member and/or individuals within the same social circle

Engineering Controls:

- Facility access with one entry point and a separate exit point or sufficient separation
- A hand sanitization station located at the entrance of the facility, easily accessible to all patrons entering the facility
- Measures will be in place to ensure physical distancing of 2 meters (6 ft) within the facility (see Appendix A through E)
- Additional markings will be added throughout the facility to aid user groups in maintaining physical distancing of 2 metres (6 ft)
- Modifications to HVAC systems will accommodate increased fresh air and ventilation where possible
- All HVAC and desiccant dehumidification systems (Munter) have been switched over to MERV 13 filters

Administrative Controls:

- A reservation system is in place for rentals and public skating
- County COVID-19 protocols are posted on the County of Brant website
- Provide public education through signage, media releases, and social media that encourages appropriate conduct and emphasizes social responsibility
- Have patrons leave all personal belongings in the assigned space/room

- Rental groups will be advised that they should arrive no more than 15 minutes before their rental and leave within 15 minutes after the rental ends.

Personal Protective Equipment:

- Employee PPE can be referenced in the following section “Employee Policies & Staff Training”
- Public are required to wear face coverings in accordance with the Reopening Ontario Act.
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- Plexiglas barriers have been installed at customer service desks. Face coverings are optional for staff when positioned behind the barrier.



EMPLOYEE POLICIES & STAFF TRAINING

Goal: To maintain healthy workers by training all employees how to protect themselves and guests from COVID-19 and ensuring that all employees follow the approved Corporate Health and Safety COVID-19 Workplace Procedure.

Elimination Controls:

- A minimum of 1 staff member must be present throughout operational hours
- Utilize consistent work teams (same workers in shift work) to avoid increasing the number of interactions whenever possible

Example of cohort staffing:



- All sick employees are to report their illness as prescribed in the Corporate Health and Safety COVID-19 Workplace Procedure (Appendix F)

PPE:

- Staff are required to wear a face covering in accordance with the Corporate Health and Safety COVID-19 Workplace Procedure, as well as the Reopening Ontario Act unless Staff are behind barriers

Administrative Controls:

- See Appendix F COVID-19 Workplace Procedure
- Train employees to do a daily self-assessment to ensure they do not have COVID-19 symptoms and sign a sign-in sheet stating same
- Update Occupational First Aid Emergency procedures as per Life Saving Society of Ontario guidelines
- Signage and posters providing information and reminders
- Staff will participate in the New Workplace (COVID-19) Staff Orientation Program (Appendix K), which includes information regarding:
 - Increased cleaning and disinfection of high-touch surfaces, vehicles, etc.
 - The importance of conducting hand hygiene
 - The safe removal of soiled gloves
 - Mental health strategies

Personal Protective Equipment:

- Respiratory Protection; non-surgical masks
- Eye Protection; face shields and/or personal protective goggles
- Hand Protection; Non-latex disposable gloves
- Pocket Mask with viral filter
- Ice cleats and CSA approved helmets (for arena staff)

Additional PPE will be provided for emergency procedures and first aid, as required. For example, a surgical mask will be provided if providing First Aid.



CLEANING & SANITATION

Goal: Increase cleaning and disinfection of common touch points to prevent COVID-19 from spreading through contaminated surfaces.

Elimination Controls:

- Remove unnecessary tools and equipment from staff and storage areas to simplify the cleaning process.

Engineering Controls:

- All hand washing sinks and stations must have liquid soap, and running water for staff and patron use
- Provide approved hand sanitizer from the DIN list approved by Health Canada for Staff use, located in Staff Room. Fogging equipment such as Ultra Low Volume (ULV) and/or Electrostatic fogging equipment will be utilized twice daily for dressing rooms and rental spaces. The cleaning chemicals used for disinfection will be selected from the DIN hard-surface disinfectants and hand sanitizers (Covid-19) list as approved by Health Canada.
- Daily cleaning & sanitization procedures as attached in Appendix G through J
- Update cleaning and sanitizing procedures for all common areas and surfaces
- Staff Equipment / other high touch surfaces to be regularly sanitized by staff:
 - Staff equipment and amenities and fixtures
- Public high touch surfaces to be regularly sanitized by staff:
 - Door handles and push plates (minimum 2x daily or when visibly dirty)
 - Elevator buttons (minimum 2x daily or when visibly dirty)
 - Washroom fixtures (minimum 2x daily or when visibly dirty)

Personal Protective Equipment:

- Employees who are responsible for cleaning will be equipped with any PPE deemed necessary for the job and as required by Safety Data Sheets when using controlled products



SIGNAGE

Goal: Use signs in employee and public spaces to communicate important information about COVID-19.

Elimination Controls:

Not applicable.

Engineering Controls:

- Signage posted at entrances for screening and occupancy limits
- Signage posted throughout the facility requiring physical distancing
- Signage posted in conspicuous locations indicating effective hygiene practices
- Other signage as applicable

Administrative Controls:

- Maintain up-to-date and consistent messaging on websites, social media, press releases, and during conversations with patrons to ensure all details are aligned, timely and accurate.



OUTBREAK MITIGATION & RECOVERY

Goal: Modify procedures for managing an exposure or potential exposure to COVID-19.

Elimination Controls:

- Contact tracing will be required by patrons entering the facility. This may be done through an app or sign-in sheet
- Signage posted at entrances regarding self-screening and occupancy limits
- Signage posted at the facility, including physical distancing recommendations and effective hygiene practices

For Employees:

- Supervisors to be trained on monitoring workers and the workplace to ensure policies and procedures are being followed as per the Corporate Health and Safety COVID-19 Workplace Procedure

For Public/User Groups:

- Facility staff will be on site to assist users with managing facility access, and occupancy.
- The procedure if a patron is identified as having symptoms is:
 - Recommend that the patron put on a face covering and return home
 - Contact their family physician, primary care provider or Telehealth Ontario
 - If the patron needs to wait for a ride home, they should sit in an appropriate designated area, wearing a face covering, until their ride arrives

Personal Protective Equipment:

- Employee PPE is referenced in the “Employee Policies & Staff Training” section
- Patrons are required to bring their own face covering to wear within the facility

Appendix A – Floor Plan – Brant Sports Complex

Appendix B – Floor Plan – Burford Community Centre

Appendix C – Floor Plan – Scotland Community Centre

Appendix D – Floor Plan – South Dumfries Community Centre

Appendix E – Floor Plan – Syl Apps Community Centre

Appendix F – Corporate Health and Safety Covid-19 Workplace Procedure

Appendix G – Daily Cleaning & Sanitization Procedure – Dressing Rooms

Appendix H – Daily Cleaning & Sanitization Procedure – Lobby Spaces

Appendix I – Daily Cleaning & Sanitization Procedure – Washrooms

Appendix J – Daily Cleaning & Sanitization Procedure – Spectator Areas

Appendix K – New Workplace (COVID-19) Staff Orientation Program