

GANANOQUE & TLTI RECREATION CENTRE

COVID-19 Safety Precautions & Procedures – *GREEN, YELLOW, ORANGE

UPDATED: December 9, 2020

Should there be any discrepancies between these procedures and any other Town of Gananoque documentation, these precautions and procedures will take precedence.

Should there be any discrepancies between these procedures and Province of Ontario legislation and direction, the stricter of the two will take precedence.

The Gananoque & TLTI Recreation Centre is open, based on the following procedures.

Drop in leisure skating programs will be offered with specific protocols and staffing in place.

Rental inquiries may contact Kim McQuaid by calling 613-382-2149 ext. 1414 or emailing kmcquaid@gananoque.ca.

The Town of Gananoque reserves the right and authority to cancel, reorganize, and reschedule any individual and or group's rental time.

HEALTH & SAFETY GUIDELINES:

- COVID-19 screening must take place for each individual entering the facility (see attached). Any person who identifies as having any symptoms or fails the self-screening tool are not to attend the Gananoque & TLTI Recreation Centre.
- The following individuals are **not** permitted to participate in the rental:
 - I. Anyone who is sick or has any of the following symptoms: fever, cough, sore throat, runny nose, shortness of breath, difficulty breathing, headache.
 - II. Anyone who has recently returned from travelling outside of Canada, in the past 14 days.
 - III. Anyone who has knowingly been exposed to or been in contact with anyone who has tested positive for COVID-19, in the past 14 days.
- It is the Contract Holder's responsibility to inform all users of COVID-19 screening requirements.

- The Contract Holder of the rental must submit a list of all participants including contact information to the Gananoque & TLTI Recreation Centre staff upon entering the facility for the rental period and records must be kept for thirty (30) days for the purpose of tracing in the event of a COVID-19 outbreak. Should a contact tracing form not be made available at the time of entry access to the facility will be denied.
- Participants are encouraged to fill their own water bottle before arriving, or by using the water bottle fill station located in the lobby.
- Physical distancing of at least 2 meters (6 feet) from other persons should be maintained to the fullest extent possible while in the facility.
- Limit the amount of physical contact with others as much as possible.
- Individuals are only permitted in the designated rented areas of the facility.
- The parking area is considered part of the facility and all protocols regarding social distancing and gathering limits apply.

LOU JEFFRIES ARENA - RENTALS

When renting, entering and/or utilizing the Lou Jeffries Arena, it is the responsibility of the Contract Holder to ensure that all parties involved adhere to the following requirements, which are in place to help protect the people in the community and surrounding area.

Facility Access:

- All doors to the facility will remain locked. Access for the Lou Jeffries Arena will be through the main entrance.
- Participants are to arrive 15 minutes prior to their booking and enter through the main entrance. The door will remain locked, therefore all participants must arrive 15 minutes prior. Facility staff will provide access to the facility 15 minutes prior to the scheduled ice time. It is the responsibility of the Contract Holder to ensure that those entering are associated to their specific rental time.
- Participants are allowed one parent/guardian to accompany them in the facility. No other spectators are allowed.
- Each individual must sanitize their hands as they are entering the facility.
- The lobby of the facility is closed.
- The washrooms attached to the lobby are open for use.
- The water fountain is not available. The bottle fill station is available.
- Avoid high contact touch points wherever possible. (i.e. door handles, counters, drinking fountain, etc.).
- Participants are to go directly to their assigned dressing room. Dressing room assignments will be posted on the board beside the door leading into the arena.

- Parents/guardians are to adhere to the social distancing spaces available in the stands. Reminder, there is only one parent/guardian per child allowed in the facility. No additional spectators are permitted.
- The warm viewing area is closed with the exception of anyone who is has a mobility device.
- The Canteen operation is not open.
- The exit for the Lou Jeffries Arena will be as following:
 - Teams in dressing room #1 through the exit door located directly outside dressing room #1 on the south side of the building.
 - Teams in dressing rooms #2, #3, and or #4 through the exit door located directly outside dressing room #2/#3 on the south side of the building.

The main doors are an entrance, only. Exit will only be permitted through the main entrance in case of an emergency.

- Once an individual exits the facility, re-entry is not permitted.
- Individuals who are not entering the facility through the main entrance and or are caught re-entering the facility will be removed from the facility and will be denied access until such time as these protocols are lifted.

Face Coverings/Masks:

- Face covering/mask covering both the mouth and nose is required to be worn at all times while in the facility. Masks may be removed during indoor physical activity. A face shield is not an appropriate replacement for a face covering/mask.
- Participants engaged in physical activity are not required to wear a face covering/mask while participating on the ice or resting on a player's bench (with the exception of leisure skating).
- Any coach or team staff that is not engaged in physical activity must wear a face covering/mask while inside the facility including dressing rooms and the designated player's bench area.

Dressing Rooms:

- Dressing rooms are open with limited use. Washrooms and showers are closed.
- Players are to arrive to the facility already dressed in their equipment and use the dressing rooms to put on skates, helmets and gloves. Goalies are permitted to put on pads and chest protectors in the dressing rooms.
- Personal items are to be kept to a minimum; they can be left in the dressing room during your ice time.
- The maximum number of participants in each dressing room:
 - Dressing Room #1 = 8 skaters
 - Dressing Room #2 = 8 skaters
 - Dressing Room #3 = 8 skaters

- Dressing Room #4 = 10 skaters (plus one skater in the pre-entry room)
- Dressing Room #5 = 6 skaters
- Skaters age 13 and under who require assistance being changed are permitted one parent/adult/guardian to accompany them to the dressing room. Immediately following skates being tied, the adult is required to exit the dressing room.
- All skaters are expected to remain in their respective dressing rooms/area until such time as the ice surface is ready for their rental. There is to be no congregating at gates (entrances to ice).
- Immediately following the session/participants exiting the ice, participants re-enter their designated dressing room to remove skates, helmets and gloves and exit the facility immediately via the assigned exit. All participants and their companion have a maximum of 15 minutes to vacate the facility.
- Each customer group will be allotted two (2) dressing rooms per time slot. This includes coaches/on-ice instructors. An additional dressing room will NOT be permitted. Chairs (2 meters apart) will be available outside of dressing rooms.
- Dressing rooms will be disinfected and cleaned after each group.
- Markings will be visible in dressing rooms to indicate where participants should sit to allow for distancing.

Ice Access:

- Maximum of 22 participants on the ice surface at any one time (not including coaching staff, trainers, etc.). Individuals who are both participants and staff/trainer/etc. count within the 22 participants.
- Maximum number of individuals allowed on each team bench is five (5). Social distancing must be practiced.
- Maximum number of individuals allowed in each penalty box is two (2). If two (2) players are in the box one must be seated on the bench while the other is standing back against the wall. Social distancing must be practiced.
- The use of rink dividers is not permitted.
- Any training aids (i.e. pylons) being used must be the property of the customer group and cannot be stored at the facility unless stored within the specific area assigned to the organization.
- Any customer group that requires use of scoreboard controls or the sound system must disinfect equipment after each use. Disinfectant will be provided by the facility.

LOU JEFFRIES ARENA – LEISURE SKATING

When attending Leisure Skating at the Lou Jeffries Arena, it is the responsibility of all parties to be aware of these protocols and to adhere to the following requirements, which are in place to help protect the people in the community and surrounding area.

COVID-19 Safety Precautions & Procedures

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Revised as of December 9, 2020

*GREEN, YELLOW, ORGANGE – per Province of Ontario COVID-19 Response Framework: Threshold for Lockdown

Facility Access:

- All doors to the facility will remain locked. Access for the Lou Jeffries Arena will be through the main entrance.
- The maximum capacity of Leisure Skating is 22 people, no matter the participants age.
- Participants are to arrive 15 minutes prior to their booking and enter through the main entrance. The door will remain locked, therefore all participants must arrive 15 minutes prior. Facility staff will provide access to the facility 15 minutes prior to the scheduled leisure skating time.
- Admittance to Leisure Skating will be on a first come first serve basis, maximum 22 people.
- Leisure Skating Guidelines (as posted in the facility) are to be followed at all times.
- Each individual must sanitize their hands as they are entering the facility.
- The lobby of the facility is closed.
- The washrooms attached to the lobby are open for use.
- The water fountain is not available. The bottle fill station is available.
- Avoid high contact touch points wherever possible. (i.e. door handles, counters, drinking fountain, etc.).
- Participants are to go directly to dressing room #1.
- Anyone not skating are to adhere to the social distancing spaces available in the stands.
- The warm viewing area is closed with the exception of anyone who is has a mobility device.
- The Canteen operation is not open.
 - The exit for the Lou Jeffries Arena is through the exit door located directly outside dressing room #1 on the south side of the building.

The main doors are an entrance, only. Exit will only be permitted through the main entrance in case of an emergency.

- Once an individual exits the facility, re-entry is not permitted.
- Individuals who are not entering the facility through the main entrance and or are caught re-entering the facility will be removed from the facility and will be denied access until such time as these protocols are lifted.

Face Coverings/Masks:

- Face covering/mask covering both the mouth and nose is required to be worn at all times while in the facility. Masks may be removed during indoor physical activity. A face shield is not an appropriate replacement for a face covering/mask.

- Participants who are wearing a helmet with a full face shield/mask are not required to wear a face covering/mask while participating on the ice or resting on a player's bench. A face mask must be worn until the individual steps on the ice and must be put back on as soon as they come off the ice and or at any time the helmet with full face shield/mask is not being worn.

Dressing Rooms:

- Dressing rooms are open with limited use. Washrooms and showers are closed.
- Personal items are to be kept to a minimum; they can be left in the dressing room during your ice time.
 - The maximum number of participants in Dressing Room #1 is 8 people. If the room is at capacity participants may change skates on the chairs outside dressing room #1.
- All skaters are expected to remain in their respective dressing rooms/area until such time as the ice surface is ready for their rental. There is to be no congregating at gates (entrances to ice).
- Immediately following the session/participants exiting the ice, participants re-enter their designated dressing room to remove skates and exit the facility immediately via the assigned exit. All participants have a maximum of 15 minutes to vacate the facility.
- Dressing rooms will be disinfected and cleaned after each session.
- Markings will be visible in dressing rooms to indicate where participants should sit to allow for distancing.

Ice Access:

- Maximum of 22 participants are permitted for each scheduled leisure skating session.
- Use of the player benches and penalty box areas is not permitted.
- Any training aids (i.e. skating assistive devices) being used must be the property of the customer group and cannot be stored at the facility.

UPSTAIRS HALL

When renting, entering and/or utilizing the Upstairs Hall at the Gananoque & TLTI Recreation Centre, it is the responsibility of the Contract Holder to ensure that all parties involved adhere to the following requirements, which are in place to help protect the people in the community and surrounding area.

Facility Access:

- All doors to the facility will remain locked. Access for the Upstairs Hall will be through the single door on the north side of the facility. The renter is to advise the Recreation Coordinator in advance of any participants requiring access to the hall via the lift. 613-382-2149 ext. 1414 or kmcquaid@gananoque.ca.
- Participants are asked to arrive 15 minutes prior to their booking. The door will remain locked, therefore all participants must arrive 15 minutes prior. Facility staff will provide access to the facility via the door on the north side of the facility. It is the responsibility of the Contract Holder to ensure that those entering are associated to their specific rental time.
- Those attending a rental at the Upstairs Hall will not have access to any other area of the facility.
- Each individual must sanitize their hands as they are entering the facility.
- Avoid high contact touch points wherever possible. (i.e. door handles, counters, drinking fountain, etc.).
- The exit for the Upstairs Hall is via the stairs and exit on the south side of the building. Exit will only be permitted through the main entrance in case of an emergency.
- All participants have a maximum of 15 minutes to vacate the facility at the conclusion of the rental.
- Once an individual exits the facility, re-entry is not permitted.
- Individuals who are not entering the facility through the identified entrance and or are caught re-entering the facility will be removed from the facility and will be denied access until such time as these protocols are lifted.

Face Coverings/Masks:

- Face covering/mask covering both the mouth and nose is required to be worn at all times while in the facility. A face shield is not an appropriate replacement for a face covering/mask.

Upstairs Hall Operations:

- Maximum of 30 people in the Upstairs Hall at any given time. This includes staff and facilitators related to the organization delivering the program.
- The washrooms attached to the Upstairs Hall are open for use.
- The kitchen and bar area are closed and are not available for use.
- The facility will be disinfected and cleaned after each rental.
- If music is played it is to be at a volume low enough that a normal conversation is possible.

COMPLIANCE WITH MUNICIPAL, PROVINCIAL & PUBLIC HEALTH REQUIREMENTS:

- The Town of Gananoque COVID-19 Safety Precautions and Procedure must be followed at all times, failure to comply will result in immediate removal from the facility, non-refundable ice cancellation and a review of future contract bookings.
- All individuals must comply with all current Leeds, Grenville & Lanark District Health Unit recommendations and directives related to COVID-19. Please visit www.healthunit.org to learn more.
- All individuals must comply with all current Province of Ontario restrictions and directives related to COVID-19. Please visit <https://covid-19.ontario.ca/> to learn more.
- All individuals must comply with any and all associated provincial directions and restrictions, any and all PSO/member organization guidelines and any other associated legislation.

The novel coronavirus (COVID-19) has been declared a worldwide pandemic by the World Health Organization. COVID-19, like many other viruses, is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, provincial and municipal governments and health agencies continue to recommend the practice of social distancing.

While the Town of Gananoque has put in place preventative measures to reduce the spread of COVID-19, the Town cannot guarantee that you and/or your child(ren) will not become infected with COVID-19, or any other virus. Further, attending programs or facilities in the Town of Gananoque could increase your risk and your child(ren)'s risk of contracting COVID-19, or any other virus.

By attending any rental and or program at the Gananoque and TLTI Recreation Centre I understand and agree to the protocols and procedures in this agreement and hereby accept the same on behalf of minors I am responsible for. I acknowledge and agree that breach of any of the said conditions may result in the termination of the permit at the discretion of The Town of Gananoque.