

PURPOSE

The Corporation of the Township of Lake of Bays is committed to protecting the health and safety of staff, contractors and visitors through training and education and by ensuring that proper personal protective equipment is available and effective safety measures, resources and policies and procedures are in place to prevent the spread of COVID – 19. The Township strives to ensure the most recent information and recommendations from the Provincial and Federal governments. Public Health Authorities and other leading organizations are available to staff, contractors and visitors. New information will be communicated by the Chief Administrative Officer (CAO), or designate, as soon as reasonably possible.

To confirm compliance with the recent amendments under the *Reopening Ontario (A Flexible Response to COVID-19 Act, 2020)*, the Township of Lake of Bays has reviewed and implemented the following measures and procedures to reduce the risk of COVID-19 transmission in the Lake of Bays Community Centre in the Township of Lake of Bays.

SAFETY MEASURES AND CONTROLS

Communication and Education

- Signage posted at every entrance in the facility stating if you are not feeling well you can not enter the facility.
- COVID-19 signage precautions, proper hygiene practices, transmission, social distancing, proper hand hygiene and cough/sneeze etiquette posted throughout the Lake of Bays Community Centre.
- COVID-19 screening questionnaire must be filled out and signed prior to entrance to the Lake of Bays Community Centre.
- Weekly or as needed staff meetings for updates and education of COVID-19 information and Township policies.
- Weekly virtual meetings with the health unit and area arena managers regarding localized information relating to COVID-19 updates.

Hygiene

- Individual and communal hands-free hand sanitization centres located throughout the Lake of Bays Community Centre.
- Enhanced cleaning procedures throughout the facility.
- Masks required for all users when not actively participating in facility programs.
- Full sanitization of all areas of facility after every user is finished using the facility including mask tables, players benches, all doors, tops of boards, hockey nets and water refill station.
- Mask tables provided for each user group for mask placement when using the ice surface.
- Cleaning of all restrooms with public access after each user.
- Staff entry door, ice re-surfacer, phones, keyboards, compressor room doors are sanitized at each shift change.
- Cleaning and sanitation intervals placed between each appointment and proper recording of each cleaning and/or sanitation.

Physical Distancing

- Mandatory use of non-medical grade masks or fabric face coverings while in the facility.
- Installation of plexiglass barriers in all reception areas and snack bar areas where public has access to staff.
- Guidance for physical distancing (limiting numbers and access to in communal areas installation of floor markers and signage for physical distancing).
- Entry to Lake of Bays Community Centre by appointment only.
- Total number of people (not including staff) in the building at one particular time is limited to 20.
- Ice surface is limited to a 10 participants and 2 coaches maximum as per health unit regulation.
- Change rooms are closed for use (minimum dressing requirements are in lobby on benches placed 6 feet apart and fully sanitized after each use).
- Showers are closed.
- Users must enter through the front doors only and as a socially distanced group 15 minutes prior to their scheduled appointment.
- After the user group is finished with their appointment, exiting the building is done through the rear door of the arena area.
- If staff is required for any reason (first aid) to come closer to a person or persons than the 6 feet requirement face shields will be worn.

Personal Protective Equipment (PPE)

- Increased availability and access to cleaning products and PPE (non-medical grade masks, fabric face coverings, face shields, latex gloves)
- Mandatory use of non-medical grade masks or fabric face coverings while attending the Lake of Bays Community Centre.
- KN95 masks available for high-risk exposures.

Screening Procedures

- Questionnaire to be completed by each person entering the Lake of Bays Community Centre.
- Staff sign in book for each staff member to be completed daily after reviewing the staff screening questionnaire.
- Contractor or essential visitor questionnaire and sign to be completed by each contractor or essential visitor for each required entrance to the Lake of Bays Community Centre.

Procedures for Suspected or Confirmed Case of COVID-19

- Reference procedures in Township Policy HS-30.7 Response for Testing of COVID-19



The Corporation of the Township
of Lake of Bays – Lake of Bays
Community Centre COVID-19
Safety Plan

Monitoring

- The Township is committed to ongoing review, amendments and implementing new policies and procedures to reduce the risk of COVID-19 transmission in Township facilities through:
 - Regularly scheduled management meetings
 - Regularly scheduled emergency control group meetings.
 - Regularly scheduled staff meetings within the Lake of Bays Community Centre.
 - Scheduled Joint Health and Safety Committee Meetings.
 - Frequent meetings with area Municipalities.
 - Dialogue with the Simcoe Muskoka Public Health Unit Weekly.
 - Policy review and development.
 - Frequent communication to staff from the CAO or designate.

Contact

For more information on the Lake of Bays Community Centre COVID-19 response please contact Scott MacKinnon, Superintendent of Parks and Facilities or designate.

For information on local COVID-19 Public Health Measures, please contact the Simcoe Muskoka District Health Unit at 1-877-721-7520 or visit the website at www.simcoemuskokahealth.org