



# *The TOWNSHIP of* **NORTH DUMFRIES**

## **2020 Information Package**

### **NDCC Arena Use – COVID-19**

Thank you for renting a Township of North Dumfries facility. Please take a moment to review the information below as it contains important information pertaining to Township of North Dumfries regulations regarding your rental and the COVID-19 Pandemic.

#### **COVID Specific Information**

1. Prior to entering any Township facility, all visitors must adhere to the following guidelines:
  - Stay home if you are not feeling well, have been in contact with a confirmed or probable case of COVID-19 or have recently travelled or been in close contact with someone who has travelled in the past 14 days.
  - Use proper hand hygiene.
  - Practice physical distancing (staying 2 metres/6 feet apart from others).
  - Wear a mask inside the building.
2. Entrance/Exit Procedures:
  - Players/Participants may enter the main entrance no more than 15 minutes prior to their ice time. Players must go straight to their dressing room and follow dressing room procedures (see #9). Exit immediately to the parking lot, no stopping in hallway or lobby.
  - Spectators may enter from the main entrance no sooner than the start time of the rental and proceed immediately to the seating area. Exit immediately to the parking lot, no stopping in the hallway or lobby.
  - All attendees (players/participants and spectators) for your rental will need to be documented for COVID contact tracing purposes. This includes all participants on the ice and spectators. These records must be kept by the renter for a minimum of four (4) weeks and attendees or program participants must be made aware that these records must be shared with Waterloo Region Public Health if necessary.

- All attendees should self-screen prior to entrance into the building.
  - Please use hand sanitizer that is provided inside the building upon entering and exiting. • Please follow all signage, distance markings, stanchions and other barricades placed to assist with spacing and proper flow paths throughout the facility.
  - All players/participants and spectators must exit the building immediately after the end of the ice time. Players/participants will have up to 20 minutes to exit (if using a change room), to allow for staff to clean and disinfect prior to the next group. Stopping in the hallway or lobby is not permitted.
  - There will not be access to the community rooms side of the NDCC from the arena side of the NDCC and vice versa.
3. User Group Office Space/Storage Space (if applicable):
- This space will only be available during your rental period or by appointment with Township staff. There will be no unauthorized use of this area. Physical distancing requirements apply with office and storage spaces.
4. Washroom:
- Washroom facilities, with the exception of the showers, are available to use.
5. Conduct of Renter and Attendees:
- Physical distancing and all COVID-19 related protocols are the sole responsibility of the renter.
  - The renter is required to inform all attendees/program participants of the COVID-19 protocols.
6. Items Allowed In The Facility (bags, food, beverage):
- Attendees may bring their own non-alcohol beverage and/or water in a plastic bottle (no glass containers permitted).
  - Equipment bags for skates/equipment are permitted.
  - Small bags for personal belongings permitted.
  - Individually packed food and individually packed utensils are permitted.
  - There will be no lost and found, anything left behind will be discarded.
7. Seating Area/Bowl/Walking Track:
- Some seating areas will be closed off.
  - It is preferred that spectators stand, observing physical distancing in all directions, if standing isn't an option, please use the seating area that is open while observing physical distancing in all directions.
  - Spectators not following physical distancing requirements may be asked to leave the facility along with the participant they are responsible for.
  - For hockey rentals, please limit spectating to games, we ask that no spectators enter the NDCC for adult recreation league rentals, and youth practices.
  - The seating area will not be cleaned or disinfected between each use.
  - The Walking Track will only be open to the general public on weekdays (6:30 a.m. to 4:30 p.m.) and Sunday evenings (6:00-9:00 p.m.).
8. Warm up/Dryland Training:
- Warm up and/or dryland training is not permitted in the facility or parking lot.

### 9. Dressing rooms

- We ask that all minor sports/youth users come fully dressed, only using the dressing room to put skates on and safely store shoes, bags, jackets, etc.
- Dressing rooms will be available for use for 15 minutes before your ice time (plus flood time) and 20 minutes after.
- Players/participants should be assigned a number 1 or 2. Dressing rooms have been divided into spaces 1 and 2, every other spot, and measured to be 2 metres (6 feet) apart. Each room has a different maximum occupancy, some players/participants may have to wait in the hall until the room is empty. Please use the spot 1 or 2 based on the number you're assigned by your coach/league organizer. (Number 1's use the dressing room first, then number 2's)
- Dressing room doors are propped open and are to be left open to minimize touchpoints. • Showers will not be available for use.
- Masks must be worn in the dressing rooms.
- Dressing rooms will be cleaned and disinfected before each use.

### 10. Team Sports and Live Sporting Events:

- Prolonged or deliberate contact while playing sports is not permitted.
- Amateur and recreation sports leagues may resume so long as they do not allow prolonged or deliberate physical contact between players/participants.
- For team sports, leagues must contain no more than 50 participants total. If participants in a league exceed 50, the league may divide into smaller groups of no more than 50. Players are not permitted to play against players outside of their league or group.
- Maximum number of players/participants permitted on the ice is 25.

## COVID-19 Terms and Conditions

The Township of North Dumfries is committed to providing a safe, clean environment. To accomplish this goal, we look forward to working with all stakeholders in respecting the controls being put in place to ensure that all who enter, and leave our facilities remain healthy.

### Renter Responsibilities:

- The renter is responsible for ensuring all Public Health and municipal guidelines are followed, including enforcement of physical distancing of 2 metres/6 feet for all attendees/participants. • The renter is responsible to develop and implement a COVID safety plan and to ensure that it is adequate for your intended use and the mitigation of COVID related risks associated with the intended activities. In addition, any liability associated with these measure or alleged failures to protect attendees/third parties stemming from the rental is not the responsibility of the Township.
- Rental groups are responsible for ensuring COVID-19 protocols are updated regularly to meet current Health Regulations and Government guidelines related to COVID-19.
- When reporting accidents or incidents to the Township, possible contracting or exposure to COVID or viral infection arising from your rental must be documented.

Prior to entering any Township facility, all participants and visitors must adhere to the following guidelines:

- Please stay home if you are not feeling well, been in contact with a confirmed or probable case of COVID-19; or have recently travelled or been in close contact with someone who has travelled in the past 14 days
- Use proper hand hygiene
- Always practice physical distancing (staying 2 metres/6 feet apart from others)

**Rental Conditions:**

Rental agreements may be cancelled due to unforeseen circumstances related to COVID-19. Should there be a cancellation of your rental due to any such cause, the Township of North Dumfries will not be responsible for any costs associated with the cancellation. A credit or refund of your rental fee will be applied.

Any liability associated with these measures or alleged failures to protect attendees/third parties stemming from the rental is not the responsibility of the Township of North Dumfries. If you have purchased your liability insurance through Gameday, the renter and participants must be made aware that they have excluded coverage for COVID-19 or viral infection losses, and that a lack of insurance coverage does not prevent possible actions being commenced against you for the use of our facilities.

**The Renter agrees to hold and save harmless the Township of North Dumfries for any actions, claims or proceedings for injuries, damages, personal loss or other loss, caused by the negligence of the Renter and guests of the Renter for use of Township premises arising out of this said contract.**

## COVID19 Safety Plan

### User Group/Renter Information

Name:

Address:

City: Email:

Phone: Date:

What will be done to ensure physical distancing guidelines and facility capacities will be adhered to?

How will you ensure hand washing, hygiene protocols and practices, availability of hand sanitizer etc?

5

How will you ensure that your participants, staff and spectators (if applicable) know how to keep themselves and others safe from exposure to COVID19?

.

How will you respond to an exposure or suspected exposure to COVID19 within your group?  
Consider participant tracking, contacting Public Health, pre-screening etc.

Failure to follow the rules and conditions of use will result in immediate removal of a participant from a program and will result in the cancellation of the contract between the User and the Township of North Dumfries. Refunds will not be provided.

6

## **Appendix A – SAMPLE: Participant Health Screening Form**

### **Participant COVID- 19 Screening**

Name

Signature

Date

As you know, COVID-19 continues to evolve quickly. Given this, we are conducting active screening for potential risks of COVID-19 with everyone entering the building to ensure the safety and well-being of everyone.

1) Do you have any of the following symptoms:

- Fever, temperature at, or over, 38.0 C (100.4 F)
  - New, unexplained or worsening acute respiratory illness symptom (e.g. cough, difficulty breathing, nasal congestion)
  - New, unexplained or worsening nausea/vomiting, diarrhea, abdominal pain
- New, unexplained or worsening fatigue, headache, chills

Yes  No

2) Have you returned to Canada from outside the country (including the USA) within the last 14 days?

Yes  No

3) Have you had close contact with a confirmed or probable COVID-19 case within the last 14 days?

Yes  No

4) Have you had close contact with a person with acute respiratory illness who has been outside Canada in the last 14 days?

Yes  No

5) Have you received public health or medical advice to self-monitor or

self-isolate?  Yes  No



