



The Corporation of the Township of Hamilton  
Department of Parks and Recreation  
8285 Majestic Hills Drive  
P.O. Box 1060, Cobourg, ON K9A 4W5  
www.hamiltontownship.ca

## **Bewdley Community Centre Reopening Plan Phase 2, Stage 3 – Sept 21, 2020**

### **General**

All the requirements in place for Recreational activities within the Bewdley Community Centre are as directed by the Province of Ontario's Regulation 364/20 and approved by Haliburton, Kawartha Pine Ridge District Health Unit and Council. In addition, it pertains to the maximum number of people permitted with indoor gatherings, physical distancing and other protective rules that must be observed by all users and their participants.

The Bewdley Community Centre will remain closed to the public except during a scheduled rental. Only the user groups and participants will be permitted access during that time.

All sports organizations and users of the Bewdley Community Centre must provide the Township of Hamilton, Parks and Facilities department with:

- A copy of their Return to Play Guidelines from their Provincial Sport Organization and/or National Sport Organization, and any additional Return to Play plans developed by your Sport Organization
- Amateur sports, organizations and leagues that are not associated with a Provincial or National Sport Organization, must develop their own Return to Play Plan. It must include how they will address Covid19 issues and coincide with the Baltimore Recreation Reopen Plan.
- The Township of Hamilton, Parks & Facilities department will provide all users with the 'NEW' Covid-19 Waiver and users must sign and return the waiver prior to their rental.

### **Self Screening Before Entering**

Before entering the facility, all users must complete a self assessment (<https://covid-19.ontario.ca/self-assessment/>).

Any user experiencing fever, dry cough or tiredness will not be permitted to enter the facility. Signage will be at each entrance to remind staff and users of these precautions.

## **Sign-in Documentation**

All users are to provide an attendance sheet outlining the event, date, time and the list of participants attending that event. These sheets are to be completed by each user and submitted to the Facility Attendants at the end of the event. If required, blank sheets can be requested from the facility staff.

## **Hand Sanitizer / Hygiene Standards**

Encourage good handwashing techniques. Established sanitation stations with alcohol-based hand sanitizers at entrances/exits to Municipal facilities.

Avoid touching your eyes, nose, and mouth with your hands

Sneeze and/or cough in a tissue or the internal crease of the elbow. Avoid contact of hands with personal respiratory points

Staff will be provided disinfectant, wipes and sprays and be advised to disinfect door handles, counter tops, sinks, toilets washroom stall walls etc. after each use and including any other spaces that come into frequent contact several times per day.

All washrooms, change rooms, lobbies and the kitchen will have a cleaning checklist posted at the entrance. The checklist will include the date, time and staff signoff each time the area has been cleaned and disinfected.

## **Facial Coverings**

Facial coverings are mandatory for all users and staff of the facility while the facility is open. Facial coverings may be removed while participating in a sport or activity either on the ice surface or the indoor turf.

## **Restriction on Users**

The Bewdley Community Centre is a Multi-plex facility made up of 4 different components which includes the Ice surface, Banquet hall, Library and Community Works. Each component of this facility will be managed separately, and users are to remain in each section of the facility and not be permitted to leave one area and enter another area.

## **Physical Distancing**

A separation of 2- Metres must always be maintained through out the facility. Change rooms and waiting areas will be clearly marked to demonstrate the proper 2-metre separation within those specific areas.

## **Traffic Flow**

Doorways and hallways will be clearly marked with entrance/exit signs. Pinch points where one-way traffic is not possible will be marked with “yield/one at a time” signage to prevent congestion in these areas. Floor markings will be provided to assist with travel routes throughout the facilities. Where possible doorways will remain open to assist visually for oncoming traffic and reduce congestion at these pinch points.

All users of the facility will enter through the Main entrance doors on the South/East. All users will exit through the North/East doors. The Entrance and Exit will be clearly marked. Please look for the signs.

When going onto the Ice surface, users in dressing rooms 1-4 will enter and exit the ice via the South/West door (#1). Users in dressing rooms 5-6 will enter and exit the ice via the South/East door (#2). These doors will be clearly numbered.

## **Facility Capacity**

Each component of the multi use facility (ice, turf, hall and arena stands) will be limited to fifty people at a time while maintaining social distancing throughout the facility.

The warm room viewing area will be closed during this phase.

Only scheduled users and their participants will be permitted in the facility. There will be no access for the public or spectators, except for one parent or guardian per a youth 12 and under.

## **User Timelines**

Users are not permitted to enter the facility until 15 minutes prior to their rental, and they must exit the facility 15 minutes after their rental.

Users are encouraged to arrive at the facility dressed to help manage the flow and limits in the dressing rooms.

Any participant that arrives after their scheduled start time will not be permitted into the facility.

Example:

- 6pm start time
- Arrive 5:45pm
- Enter ice surface at 6:00pm
- Leave Ice surface at 6:50pm
- Exit facility by 7:15pm

## **Available Amenities**

During this phase washrooms will be open in the main lobby of the facility for the Ice surface, Banquet Hall and Library (see separate attachment for library operation).

The following amenities will not be available:

- Dressing Room Washrooms
- Canteen
- Vending machines
- Water Fountain
- Water bottle fill station
- Showers
- Kitchen

## **Changerooms**

Change rooms will be unlocked 15 minutes prior to rental and participants must vacate changerroom 15 after rental. Change rooms will be cleaned and disinfected after each use and change room doors will remain locked when not in use. Face masks are required in the dressing rooms. Social distancing guidelines are in effect

## **Customer Service Area**

Customer service requests are to be submitted in writing ahead of time and an appointment date and time will be confirmed. Please arrive at your scheduled appointment time to ensure adequate time between customers. A floor decal will show you where to stand to ensure social distancing is maintained during your appointment.

## **Cleaning Checklists**

All changerrooms, washrooms and common areas will be posted with a cleaning checklist that will be signed off by the arena attendant at the time of cleaning.

After each rental changerrooms, washrooms, benches and touchpoints will be disinfected and signed off by the arena attendant.

## **Staff Personal Protective Equipment (PPE)**

Staff will be provided with adequate PPE including disposable gloves, mask, and safety glasses. Staff will be required to wear the required PPE during cleaning and handling of trash. PPE will be compatible with the disinfectant being used. Additional PPE will be available including face masks, gowns and goggles based on products being used and weather there is a risk of splash back. All PPE should be removed carefully to avoid any contamination to the wearer and the surrounding area. Be sure to wash hands after the removal of PPE.