

Mohawk **4**^{*Ice*} *Centre*

COVID-19 Operational Plan

Updated: August 27, 2020



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PREAMBLE

At the onset of the COVID-19 pandemic, the Mohawk 4 Ice Centre was instructed by the Office of the Chief Medical Officer of Health for the Province of Ontario and the City of Hamilton to close the facility on March 15, 2020 to the public until further notice. These instructions have been adhered to and a Phased Re-Opening Plan has been created to document all protocols and guidelines for patrons and staff to adhere to. The plan will be constantly monitored by all staff and facility managers with the General Manager having final authority to revise. It is of paramount importance when re-opening, to mitigate both potential exposure to the COVID-19 virus and liability to the facility.

COVID-19

The novel coronavirus (SARS-CoV-2), also known as COVID-19 is highly transmissible via respiratory droplets. As of August 26, 2020, there have been 125,969 confirmed cases of SARS-CoV-2 in Canada.

EXTRA REFERENCE

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidance-documents/risk-informed-decision-making-workplaces-businesses-covid-19-pandemic.html>

<https://www.hamilton.ca/coronavirus/workplace-and-public-places-settings>

RE-OPENING

After a safe and successful re-opening, The Mohawk 4 Ice Centre will allow for increased activity at the facility beginning August 31, 2020. In partnership with City of Hamilton guidelines and recommendations from the Office of the Chief Medical Officer of Health for the Province of Ontario we will adhere to the limit of persons allowed in the facility for each activity. Future progressions will also follow these directives and will loosen the protocols as permitted.

The Mohawk 4 Ice Centre will adhere to the Order of the Office of the Chief Medical Officer of Health for the Province of Ontario and limit the combined number of patrons, coaches, spectators, and service providers to 40 or less at one given time per rink. Physical distancing measures of 6 feet / 2 metres will be enforced both on and off the ice. The breakdown will be as follows – 25 on ice participants, including coaches and 25 parents/guardians (one parent or guardian per child under the age of 16). **The decision to allow parents/guardians will rest with the individual associations/renters as they will be responsible for the entry screening, contact tracing and behavior of their group.**

Ice pads #1, #2, #3 and #4 will be available for rental in a safe and controlled fashion.

Photos of operational layouts are included in Appendix A for the entrance, lobby, and common areas of the main floor. The second floor and mezzanine will remain closed until further notice.

Food and beverage services will remain closed, until further notice.

Participants will use their own water bottles – Sharing of water bottles is strictly prohibited. While the water bottle fill station will be available, it is recommended that water bottles are filled at home as the facility does not have a touchless water bottle fill station.

One parent/guardian for each child under the age of 16 will be allowed access to the facility and must remain in the rink area their child is participating in. Parents/guardians must remain properly masked and adhere to physical distancing guidelines. Floor markings will be in place to aid with physical distancing.

The hallway and lobby areas will be restricted to flow through traffic only. The front entrance will be clearly marked as to which door to enter and which door to exit. At this time it is important to restrict the flow of people in the hallway and lobby areas to those entering and exiting the facility in order to maintain separate gathering areas in each rink.

Ice rink start times will be staggered to ensure minimal patron traffic in the hallway and lobby, as well, gaps of 30 minutes between sessions will be added to allow time for cleaning and disinfecting.

Timing and frequency for floods will be set and kept on a strict schedule to maintain separation between individual user groups and facility staff. Ice time curfews will be in place. Extra time cannot be added, even in cases of injury.

ICE HOCKEY / RINGETTE RECOMMENDATIONS

Ice rentals should be used for shooting, passing, and skating drills. Game style scrimmages should limit as much physical contact as possible. Distancing measures can be executed using cones and other forms of markings on the ice and glass. There should be no activities that allow for line ups where physical distancing is not possible.

FIGURE SKATING / RECREATIONAL SKATING RECOMMENDATIONS

Ice slots will be used for instruction and practice only. There will be no dual or pairs skating allowed. Off-ice warm-ups should be done outside the facility. These recommendations may be adjusted by direction from the Office of the Chief Medical Officer of Health for the Province of Ontario. As of August 31, 2020 there will be no leisure / recreational / public skating permitted.

THE MOHAWK 4 ICE CENTRE WILL CONTINUE TO EMPLOY THE FOLLOWING SANITATION AND PHYSICAL DISTANCING PRACTICES

- Frequent cleaning and sanitizing of all commonly touched surfaces such as interior and exterior door handles, railings, chairs, benches and ice rink gate handles.
- Common areas (lobby, stairs, hallways, etc.) and washrooms, (faucets, hand-dryers, counters, urinals and toilets) will be cleaned and sanitized on a regular basis throughout the day.
- Frequent cleaning and sanitizing of staging areas and dressing rooms (if used in the future).
- Frequent cleaning and sanitizing of spectator areas.
- Physical distancing of 6 feet / 2 metres for all within the facility, including employees.

- Facial masks/coverings are required for all within the facility under the current City of Hamilton bylaw, with the exception of on ice participants once they enter the ice surface.
- Plexi-shields will be used where physical distancing cannot be guaranteed.
- Signage will be posted throughout the facility to emphasize to guests & staff the importance of frequent handwashing and/or sanitizing and proper hygiene practices.
- Floor markings, decals and signage will be used where necessary to indicate physical distancing, directional foot traffic, no entry zones and other pertinent restrictions.
- Sanitizing stations will be available upon entry and throughout the facility.

BOOKING PROCESS

As the Mohawk 4 Ice Centre will have limited rentable spaces and time slots available, we may not be able to meet the needs of all groups, however, we will work with all groups to find what is feasible within these limits. As of August 31, 2020 the office meeting room will not be available and the mezzanine community room will only be rented on a case by case basis, taking into consideration any scheduling conflicts that might occur.

- Ice / rental contracts will be provided once rental times are agreed to.
- User groups will have to provide proof of insurance (where applicable) or purchase insurance prior to participating in any activity at the Mohawk 4 Ice Centre.
- User groups will sign their contract, and payment in full for rented ice time will be required in advance of the rental. Contracts can be signed, scanned and returned to the ice scheduler by e-mail. Payments will be accepted by e-transfer or cheque. Credit/debit and cash payments cannot be accepted at this time.
- Renters will be provided a copy of the most current Mohawk 4 Ice Centre **COVID-19 Operational Plan**. Renters will be required to sign that they have read and agreed to the plan. **It is the responsibility of the renter of the ice to disseminate the information to all of their participants and to ensure that all participants understand the protocols in place and what to expect before arriving at the facility.**

<p>PATRONS THAT DO NOT FOLLOW THE FACILITY RULES AND/OR STAFF DIRECTION WILL BE ASKED TO LEAVE THE FACILITY AND MAY NOT BE WELCOMED BACK. STAFF ARE WORKING DILIGENTLY TO PROVIDE A SAFE AND HEALTHY ENVIRONMENT FOR ALL. PLEASE DO YOUR PART TO ASSIST IN THEIR EFFORTS.</p>
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ALL PARTICIPANTS, COACHES AND PARENTS/GUARDIANS WILL BE REQUIRED TO ABIDE BY THE FOLLOWING PROCEDURES AND GUIDELINES

- While on the premises of the Mohawk 4 Ice Centre parking lot, within the arena, in dressing rooms (if used), in staging areas and on the playing surface, physical distancing of a minimum 6 feet / 2 metres will be maintained between all patrons, staff and spectators (if permitted by the rental groups)
- User groups will be permitted in the building no earlier than **15 minutes** prior to their activity/ice time and must exit within **10 minutes** after their session. **There will be no early admittance to the facility as other groups will be entering every 15 minutes.**
- Participants will be directed to their rink area. There will be signage directing participants to and from their designated ice surface to control the flow of patrons.
- Participants must come to the facility dressed with the majority of their equipment and ready for their activity.
- As of August 31, 2020, **dressing rooms will not be available** to participants. There will be staging areas clearly marked where participants can finish preparing and remove items for departure. (i.e. skates, helmets)
- Player's benches will be open to allow for more areas for participants to prepare themselves for play.
- **Participants will use their own water bottles – Sharing of water bottles is strictly prohibited.** While the water bottle fill station will be available, it is recommended that water bottles are filled at home as the facility does not have a touchless water bottle fill station.
- On ice physical distancing can be supported by use of cones and markings on the glass and ice surface.
- Shooting, passing, skating drills and scrimmages are permitted. **No organized games or battle and compete drills are allowed.**
- **If parents/guardians are allowed access by their association/group, upon entering the facility, the parent/guardian must go directly to their designated ice rink, remain in that area and practice physical distancing throughout the rental time.**
- Frequent hand washing or hand sanitizing is recommended.
- Facial masks/coverings are required for all within the facility under the current City of Hamilton bylaw, with the exception of on ice participants once they enter the ice surface.
- Emergency use washrooms (located in the lobby) will be available and will be cleaned and sanitized regularly.
- **MOST IMPORTANTLY ...** If a participant, parent, guardian, or coach have recently travelled outside the country and have not cleared 14 days of self-quarantine or if a participant, parent, guardian, or coach are experiencing any COVID-19 symptoms or have had close contact with someone who has COVID-19 like symptoms - **DO NOT PARTICPATE OR ENTER THE FACILITY.**

PATRON SCREENING AND CONTACT TRACING

Individual Associations and Rental Groups will be solely responsible for entrance screening and contact tracing of their entire group, including spectators (if allowed). Areas will be set up outside the facility for groups to organize and screen themselves. Groups should be ready to enter the facility 15 minutes prior to their scheduled start time and will enter together. Punctuality and readiness will be important as different groups will be entering every 15 minutes. Latecomers may be denied entry depending on timing with other groups.

EMPLOYEE SCREENING

In an effort to screen employees prior to entering the facility we will implement a screening process that requires the employee to self-screen and record their temperature.

We will also follow City of Hamilton guidelines on safe work practices where applicable and work with the City of Hamilton Health and Safety officer as well any local, Joint Health and Safety Committee. Screening Questionnaire example is included in Appendix A.

ILLNESSES OR SYMPTOMS WITH BOTH STAFF AND PATRONS/PARTICIPANTS

Patron / Participant – Should a patron / participant develop symptoms during their time in the facility, the individual will be brought to the Designated Health Area. They will be asked to contact local Public Health as recommended by the Office of the Chief Medical Officer of Health for the Province of Ontario. Should they be tested and found positive for COVID-19, we will follow the communication protocols listed below.

Staff – If a Staff member develops symptoms of COVID-19 they will be asked to immediately go to the Designated Health Area. From there, a manager will advise them to contact local Public Health and log the information following Public Health recommendations. Should they be recommended for testing and found positive, we will follow the communication protocols listed below.

One confirmed case of COVID-19 (Individual who tests positive for the virus causing COVID-19); OR two or more suspect cases of COVID-19 **may lead to facility closure based on the direction of Public Health.** At this point the Mohawk 4 Ice Centre will co-operate fully with Public Health instructions.

Suspect Case:

- An individual that has 2 or more of the following symptoms:
 - fever or signs of fever,
 - new cough or worsening chronic cough,
 - runny nose,
 - headache,
 - sore throat,

- new onset of fatigue,
- new onset of muscle pain,
- diarrhea,
- loss of taste or smell,
- purple fingers or toes, even as the only symptom

If the facility is closed at the direction of Public Health, the facility cannot reopen until advised by Public Health. Public Health will be involved to manage the outbreak and ensure contacts are identified.

COMMUNICATION PROTOCOLS

Should there be a single confirmed case or two suspected cases of COVID-19 of staff and/or patrons, we will immediately contact Public Health as well as Senior Management for Nustadia Recreation Inc. and partner members of the Mohawk 4 Ice Centre, Facility Management Review Team (FMRT)

We will follow any/all recommendations from Public Health at that time. Associations and user groups may be required to provide the contact information of their participants to Public Health. The Mohawk 4 Ice Centre will assist with this process in any way possible.

STAFF CONTACTS

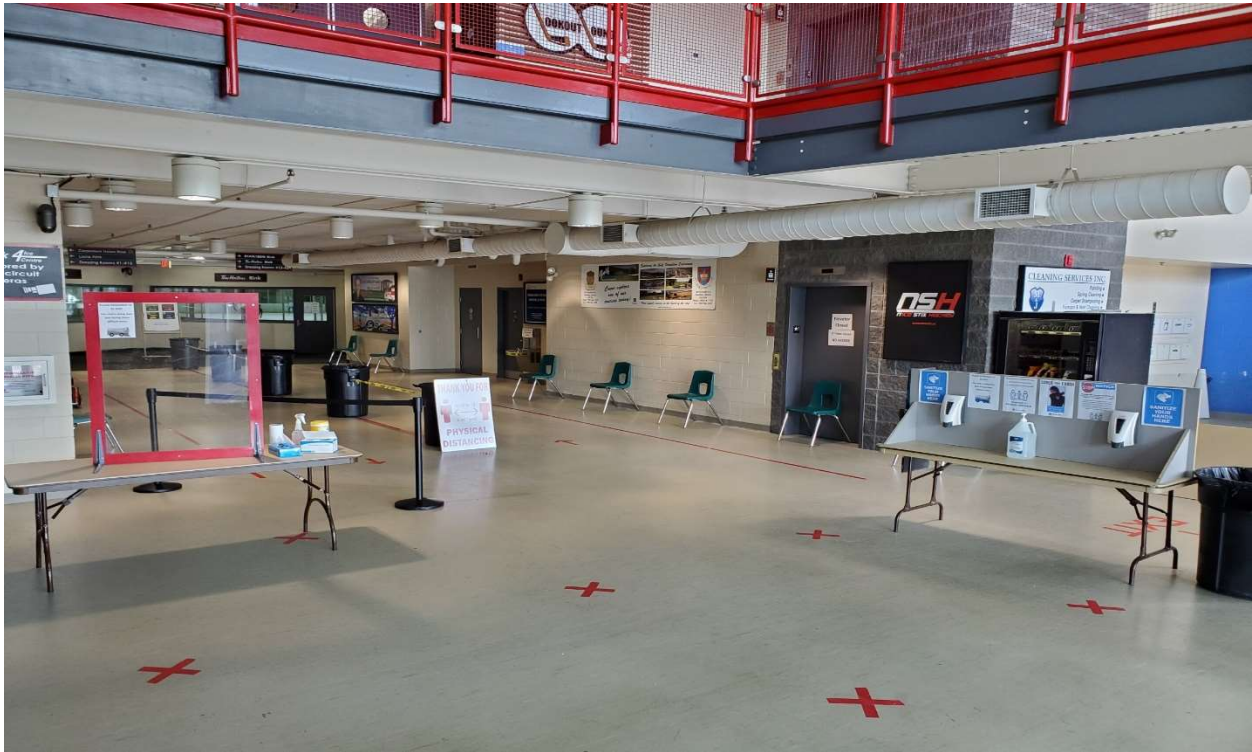
John LeDonne, General Manager
Email, ledonne@mohawk4icecentre.ca
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Emergency mobile contact 905-730-3412

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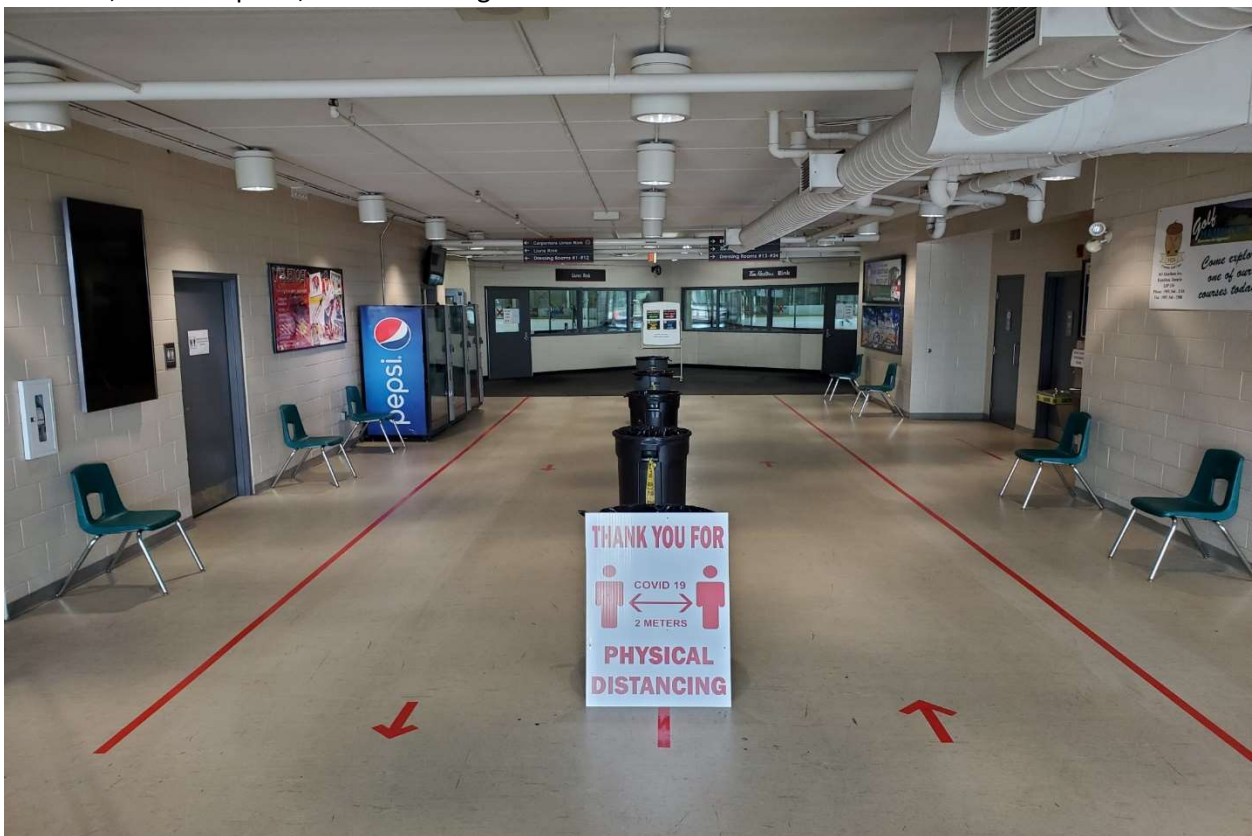
Brett Bullough, Programming Manager/Administrator
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Office, 905-318-5111 ext. 223
Emergency mobile contact 905-515-8341

It is important to understand that this is not “business as usual”. We are venturing into a “new normal” with these procedures. Our goal is to create a safe and healthy environment for staff and users by making the necessary adjustments to help limit the risk of exposure to COVID-19. We are confident that by adhering to the above noted policies and procedures, while continuing to work with Office of the Chief Medical Officer of Health for the Province of Ontario and the City of Hamilton, we can safely continue the reopening of the Mohawk 4 Ice Centre.

APPENDIX- A – Operation layout of various spaces – Mohawk 4 Ice Centre



Entrance, staff reception, hand sanitizing and information stations.



Lobby with clear traffic flow laneways.



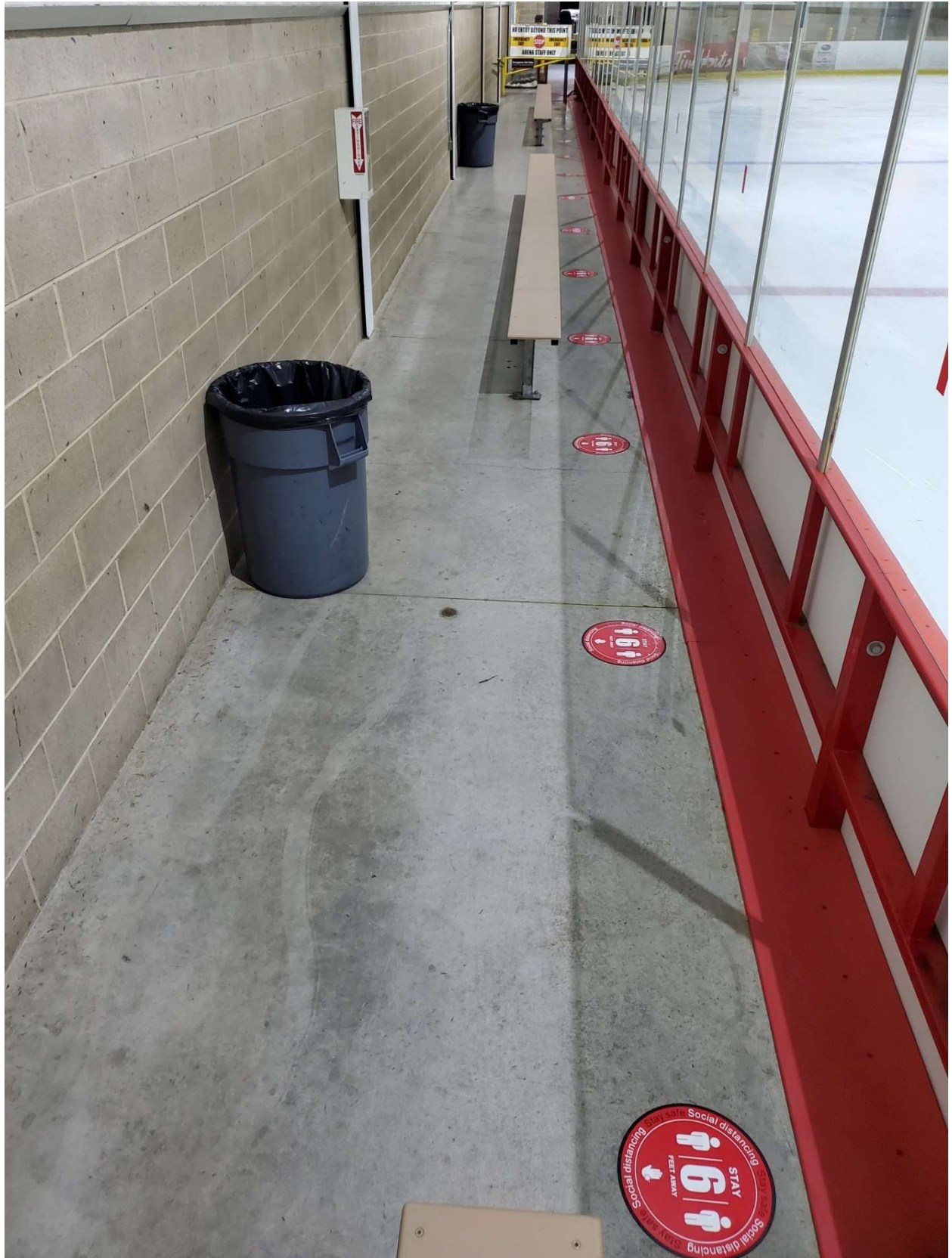
Hallway markings to assist with the flow of people.



Player staging area.



Markings on rink glass to assist with on-ice physical distancing.



Floor markings to assist with physical distancing in the spectator areas.



Elevator closed, no second floor access.



Mezzanine and staircase closed, no second floor access.



Parking lot signage to assist with physical distancing.

PARTICIPANT ENTRANCE SCREENING QUESTIONS

Participants will be asked the following questions upon entrance of the facility.

1. Have you, or anyone in your household travelled outside of Canada in the last 14 days?
2. Are you experiencing or have you been in contact with anyone experiencing any of the following symptoms?
 - fever or signs of fever,
 - new cough or worsening chronic cough,
 - runny nose,
 - headache,
 - sore throat,
 - new onset of fatigue,
 - new onset of muscle pain,
 - diarrhea,
 - loss of taste or smell,
 - purple fingers or toes, even as the only symptom

The above questions will be followed by an Infra-red temperature check.

STAFF ENTRANCE SCREENING QUESTIONS

Staff will be asked the following questions at the beginning of their shift.

1. Have you, or anyone in your household travelled outside of Canada in the last 14 days?
2. Are you experiencing or have you been in contact with anyone experiencing any of the following symptoms?
 - fever or signs of fever,
 - new cough or worsening chronic cough,
 - runny nose,
 - headache,
 - sore throat,
 - new onset of fatigue,
 - new onset of muscle pain,
 - diarrhea,
 - loss of taste or smell,
 - purple fingers or toes, even as the only symptom

The above questions will be followed by an Infra-red temperature check.

All answers, as well as, the temperature reading will be recorded in a logbook.