



The TOWNSHIP of **NORTH DUMFRIES**

2021-2022 COVID Information Package

ACC & NDCC Arena Use

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 except when on the ice.
2. Entrance/Exit Procedures:
 - Participants are encouraged to arrive fully dressed for the ice and may enter the building via the main entrance no more than 20 minutes prior to their ice time to put on skates. Participants must go directly to assigned changeroom and remain in the changeroom until their ice time. Masks must be worn in the change room. Masks can be removed when leaving the changeroom to go on the ice. Gathering in the change room hallway or on the ramp to the ice is not permitted.
 - Spectators, up to 50% of capacity seating, is permitted. 700 spectators are permitted for the NDCC and 100 spectators are permitted for the ACC.
 - The renter is responsible for actively screening all on-ice participants (skaters, players, coaches, trainers, managers, referees, etc) and all spectators prior to entrance into the building. You can use Appendix 1 from this document or create an online version.
 - Spectators may enter the building, 15 minutes prior to their scheduled ice time via the main entrance. After screening, spectators must use hand sanitizer and proceed directly to the spectator seating area. Gathering in the foyer is not permitted, before, during or after ice time.
 - Spectators must wear masks and practice physical distancing.
 - The renter is responsible for ensuring screening records must be kept for a minimum of four (4) weeks. These records must be available to the Township within 24 hours upon request. Please make your participants aware that these records must be shared with Waterloo Region Public Health if requested.

- Please use the 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 building.
 - All participants must leave the ice immediately at the conclusion of their ice time and proceed to the assigned change rooms. The change room must be evacuated 15 minutes after the rental time. No gathering in the hallway or foyer is permitted.
 - All spectators must exit the building immediately after the end of the ice time. Gathering in the foyer or hallway is not permitted.
 - At the NDCC, there will not be access to the community rooms side of the building from the arena side of the building 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 and mask wearing apply with office and storage spaces. We kindly ask that you limit your time in this space and only access it for essential reasons.
 4. Change Room & Washroom:
 - Washroom facilities for ice participants are available in their assigned change room.
 - Showers are not permitted.
 - Washrooms are available for spectators. At the NDCC, the washrooms beside the concession stand can be used. At the ACC, washrooms are located in the upstairs hallway.
 5. Conduct:
 - Physical distancing and all COVID-19 related protocols are the sole responsibility of the renter.
 - The renter is required to inform all participants of the COVID-19 protocols.
 - All facility rules must be adhered to and are the responsibility of the renter.
 6. Items Allowed In The Facility:
 - 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.
 - There will be no lost and found, anything left behind will be discarded.
 7. Warm up/Dryland Training:
 - Warm up and/or dryland training is not permitted inside the facility or in parking lot. This type of activity can be done on adjacent greenspace only.
 8. Team Sports and Live Sporting Events:
 - No on-ice limit for participants.
 - Participants are strongly encouraged to remain 2 metres apart on benches.

Proof of Vaccination for the Province's Vaccine Passport: Please see document, "REOPENING ONTARIO – COVID VACCINE POLICY INFORMATION"

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 for all 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: _____

1. Physical Distancing & Capacities

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

2. Hygiene

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

3. Training & Education

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

4. Response Planning

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

5. Compliance

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.

Appendix A – SAMPLE: Participant Health Screening Form

COVID- 19 Screening

Name & Address	
Phone	
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. One screening form per person for each day they enter a Township facility.

1) Have you travelled outside of Canada in the last 14 days?

- Yes
 No

If you answered YES to travelling outside of Canada in the last 14 days, where did you go and what were the dates? _____

2) Are you currently experiencing any of the following symptoms that are not pre-existing?

- Fever and/or chills
 Cough
 Sore Throat
 Runny nose or nasal congestion
 Difficulty breathing or shortness of breath
 Difficulty swallowing
 New taste disorder(s)
 Decrease or loss of smell
 Nausea/vomiting
 Diarrhea or abdominal pain
 Headache (long lasting/not migraine)
 Pink eye
 Muscle aches
 Extreme tiredness
 No symptom

If you answered yes, but do not think the symptoms are related to COVID-19, please explain:

3) Have you been advised by the Public Health Authority or your health practitioner to self-monitor or self-isolate in the last 14 days?

- Yes
- No

4) Have you been in contact with someone who has made you aware they tested positive for COVID-19 or been in contact with a person who tested positive for COVID-19 within the past 14 days?

- Yes
- No

If you have answered "YES" to any one of the above questions or are experiencing any one of the above symptoms, please do not enter the Township facility. Contact Public Health and/or your health care practitioner immediately and seek guidance as to next steps. Thank you.