

**TOWN OF NEWMARKET  
RECREATION & CULTURE DEPARTMENT**

**COVID-19 Prevention & Re-Opening Plan – Arenas**

**OVERVIEW**

The Town of Newmarket is opening 6 ice pads in a phased in approach. The initial ice pad to be opened is the Pfaff arena located the Magna Centre (800 Mulock Dr. Newmarket, ON) on Monday August 10, 2020. This document outlines the Town’s COVID-19 & Recovery & Prevention Plan on how to keep staff and our residents safe.

**TIMELINE FOR RE-OPENING \* As of August 5<sup>th</sup>, 2020**

- |   |                          |
|---|--------------------------|
| • Pfaff Arena (Magna Centre)                                      | Monday August 10, 2020   |
| • Pad 1 Arena (Ray Twinney Recreation Complex)                    | Mid-September 2020       |
| • Andrin/Lakeview Homes Arena<br>(Ray Twinney Recreation Complex) | Mid-September 2020, 2020 |
| • Scotiabank Arena (Magna Centre)<br>2020                         | Mid-late September 2020, |
| • Forhan Arena (Magna Centre)                                     | November/December        |
| • Honda Arena (Magna Centre)                                      | January 2021             |

**HOURS OF OPERATION**

Beginning Monday August 10, 2020 the Pfaff arena at the Magna Centre will be operating Monday to Sunday from 8:00 a.m. to 11:00 p.m. The following timeslots will be available for ice rentals:

Start times – Single Pad				Start times – Twin Pad, when available			
8:00	9:15	10:30	11:45	-----	8:30	9:45	11
1:00	2:15	3:30	4:45	12:15	1:30	2:45	4:00
6:00	7:15	8:30	9:45	5:15	6:30	7:45	9:00
				10:15			

- All ice rental permits are 50 minutes long
- There are 25 minutes between rentals to allow for arena floods and cleaning

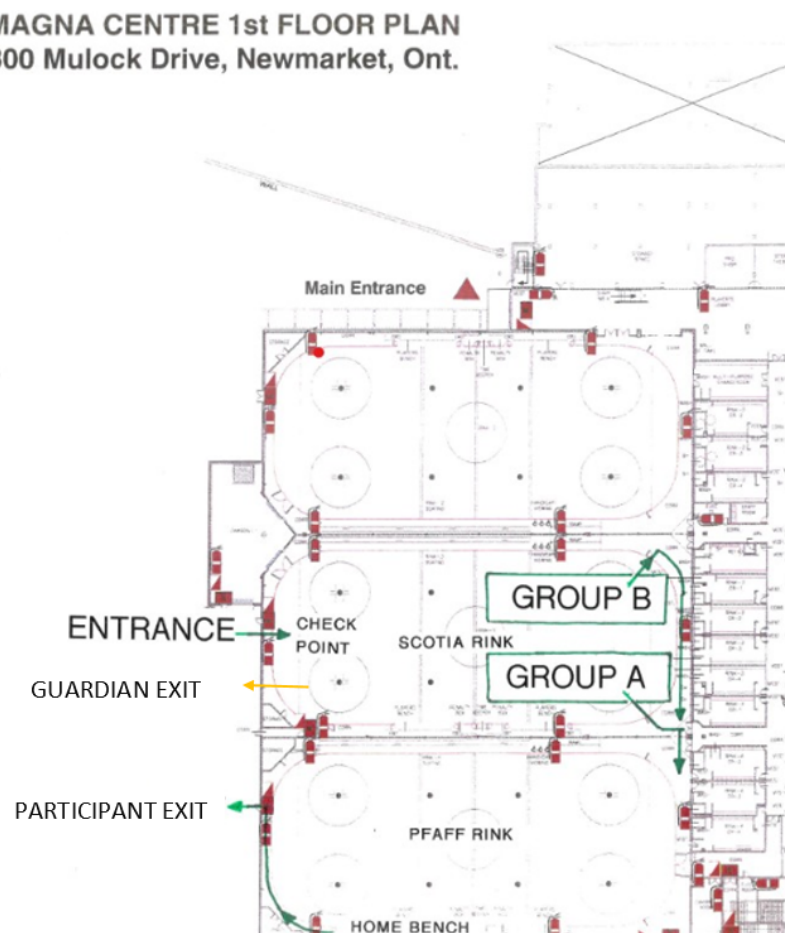
**FACILITY OVERVIEW**

The Magna Centre is located at 800 Mulock Drive in Newmarket. This building has 4 ice pads (3 NHL pads and 1 Olympic Pads), fitness centre, track, fitness studio, gymnasium, 5 multipurpose rooms, and a pool. We also have leased office space. As of August 10, we will only be opening a single ice pad.

## FACILITY ACCESS

Participants will be entering the arena pad through the Scotiabank emergency exit on the Westside of the building. Town of Newmarket staff will be operating the check point/ screening booth that will be located just inside the arena door. After being screened, participants will move to chairs (physical distancing 6 ft apart) within the Scotiabank (group A or group B). Participants will put on their skates and then enter the Pfaff arena at the start of their permit time.

**MAGNA CENTRE 1st FLOOR PLAN**  
800 Mulock Drive, Newmarket, Ont.



## PROGRAMMING & CONTROLS

### 1. General Considerations Participants:

- All members of the public must wear a mask covering their mouth and nose, while inside the facility.
- Dressing rooms will not be available
- Limited washroom facilities will be available.
- Social distancing (6 feet) must be adhered to, throughout use of facility.
- Only one parent/guardian per participant will be allowed inside the arena (for youth participants only).
- Once participants are on the ice, parents will be asked to wait in their cars.
- Access will be restricted to the ice facility. Please see Map for access/exit information.
- Sport specific mitigation expectations must be followed at all times unless they fall beneath the minimum standard of municipal or public health guidelines.
- Permit holders will be required to keep strict attendance records for all permit times.
- All participants must follow the “50 players in a group/league” guideline set by the Province of Ontario under Stage 3. Participants are allowed to play in one group or league made up of 50 players. An individual cannot play in multiple groups or leagues.
- Groups will only be permitted into the facility 15 min prior to their start time
- Groups will be asked to leave the arena promptly following their permit time.
- Initially, group size of 20 players permitted on the ice surface at one time.
  - This number will be revisited periodically in accordance with provincial and regional Public Health Units as well as sport specific return to play procedures
- While all efforts are being made to sanitize the building it is strongly suggested that anyone that has been inside the facility thoroughly clean their hands and equipment as soon as practicable after leaving the Magna Center
- It is recommended that participants use skate guards within the facility.

### 2. Sign In & Screening Procedures:

- Participants will enter the west emergency exit door of the facility where they will be greeted by staff at the check in/screening booth. Participants will be required to put on a mask while entering the facility.
- Staff will conduct a verbal screening assessment for each participant. The results will be tracked on a sign in document and those who fail screening will not be permitted to enter the drop in session.
- Participants and Guardians will be asked the following questions:
  - i. Are you currently experiencing any of the common symptoms of COVID-19?
    1. Fever of 37.8 °C or greater?
    2. New or worsening cough?
    3. Experiencing shortness of breath?
    4. Other symptoms:
      - a. Sore throat, new taste, diarrhea, running nose, congestion, difficulty swallowing, nausea, vomiting, abdominal pain?
  - ii. Have you been in close contact with anyone with COVID-19 symptoms?
  - iii. Have you travelled outside of Canada within the last 14 days?

- Each patron will be asked and required to apply hand sanitizer before entering the program area.
- All sign in documentation will be kept in an allocated cabinet should it be required for contact tracing purposes.

### 3. Patrons Procedure – Youth

1. All patrons (including participants) must wear a mask once they have entered the facility.
  - a. Participants may remove their mask prior to entering the playing surface.
2. Participants will arrive dressed to play.
  - a. Participants may also wear skate guards to and within the building.
3. Upon entry, all patrons will be screened for symptoms of COVID-19. Patrons displaying symptoms may be asked to leave immediately.
  - a. If either the parent/guardian or participant display symptoms, the entire party will be asked to leave immediately and directed to contact York Region Public Health.
4. While maintaining social distancing, patrons will enter through West Fire Escape Door, this will be clearly signed.
  - a. The parent/guardian will be asked to leave the facility during training time
  - b. Parents/Guardians can pick their child up from the exit door.
5. Patrons will proceed directly to the passive area within the Scotia Bank Pad where chairs will be safely spaced to put on skates or other equipment (e.g. helmet and gloves).
  - a. Participants may carry their personal belongings to the far players bench/chairs on the Pfaff pad once allowed onto the surface. Alternatively, parents/guardian may take these belongings.
6. Once the player is ready to play, the Parent/Guardian will exit the building through the west exit on Scotia pad and wait in their vehicle.
7. When the Pfaff Pad is cleared of patrons and sanitized, facility staff will communicate to the next group that they may enter the Pfaff Arena
8. At the end of the program time, participants shall be dismissed in a staggered manner to allow for distancing. Participants will proceed to the chair closest to the exit to remove pertinent equipment (e.g. Skates, helmets, gloves).
  - a. If assistance is required to remove equipment to facilitate exit (e.g. goalie pads), coaches may assist players while wearing a mask and minimizing time within close contact
9. Maintaining physical distances, patrons will exit via clearly signed West Fire escape on Pfaff, one at a time and proceed directly to their vehicle.
  - a. The parent/Guardian should meet the participant outside, at the arena exit door, to put mask on as early as soon possible, then remove remaining equipment.

#### **4. Patrons Procedure – Adult**

1. All patrons must wear a mask once they have entered the facility.
  - a. Participants may remove their mask prior to entering the playing surface.
2. Participants will arrive dressed to play.
  - a. Participants may also wear skate guards to and within the building.
3. Upon entry, all patrons will be screened for symptoms of COVID-19. Patrons displaying symptoms may be asked to leave immediately.
  - a. If either the patron or participant display symptoms, the entire party will be asked to leave immediately and directed to contact York Region Public Health.
4. While maintaining social distancing, patrons will enter through West Fire Escape Door, this will be clearly signed.
5. Patrons will proceed directly to the passive area within the Scotia Bank Pad where chairs will be safely spaced to put on skates or other equipment (e.g. helmet and gloves).
  - a. Participants may carry their personal belongings to the far players bench/chairs on the Pfaff pad once allowed onto the surface.
6. When the Pfaff Pad is cleared of patrons and sanitized, facility staff will communicate to the next group that they may enter the Pfaff Arena
7. At the end of the program time, participants shall be dismissed in a staggered manner to allow for distancing. Participants will proceed to the chair closest to the exit, will put on a face mask and remove pertinent equipment (e.g. Skates, helmets, gloves).
8. Maintaining physical distances, patrons will exit via clearly signed West Fire escape on Pfaff, one at a time and proceed directly to their vehicle.

#### **Participant and Staff Protection:**

- a. Participants will be required to wear a face mask or covering while entering the facility, during screening until they get on to the ice.
- b. Staff will wear face mask or covering at all times and physical distance from participants.
- c. For emergency purposes and situations where staff are required to go within 6 feet of the participant, staff will wear a fanny pack which will include:
  - i. First aid supplies
  - ii. Mask- K95
  - iii. Gloves
  - iv. Goggles/Face Shield

#### **5. Physical Distancing:**

- a. The Town will be promoting physical distancing by:
  - \* Providing signage that outlines the Town's expectations as it relates to COVID-19 procedures at the sign-in desk

- \* Provide markings on the ground 2 meters apart from each other (ie. pylons) to act as visual for participants to keep their space from each other
- b. Initially, group size of 20 players permitted on the ice surface at one time. This number will be revisited periodically in accordance with provincial and regional Public Health Units as well as sport specific return to play procedures.

## CLEANING & SANITIZATION

- As participants will be bringing their own equipment and the facility does not offer rental equipment, equipment sanitization will be minimal and the focus will be on facility cleaning.
- Participants will be instructed that there will be no sharing of personal equipment.
- The sign-in table will be cleaned and sanitized before and after each session sign in.
- Staff will do a clean of high touch points such as chairs, player's bench etc with Miracle Disinfectant after each rental.
- Staff will track cleaning on a daily log sheet and initial after completion.
- The facility will receive a full clean daily before re-opening each day.

## PUBLIC AWARENESS & EDUCATION

- The Town will be increasing public awareness and education through:
  - Signage at sign in table
  - Verbal instruction upon entering facility
  - Sharing protocols with minor sports organizations, leagues and individual permit holders

## EMERGENCY MANAGEMENT

### Staff Illness:

- Staff will be required to sign in to the Town of Newmarket on-line screening tool every day before attending work. Following the protocols outlined in this tool, any staff experiencing symptoms should not attend work.
- If a staff person develops illness while at work, they should immediately remove themselves from any contact with others, notify their supervisor and go home.

### Participant Screening:

- If participant answers "yes" to any of the Town's screening questions, they will not be permitted access the facility to ensure the health and safety of staff and other participants.
- The participant will be asked to leave the facility immediately and staff will sanitize the sign in area.

### Participant Illness:

- If a participant develops symptoms while at the program, the participant will be isolated away from others in the designated room at the facility.
- If a parent is onsite (car), they will be called upon immediately to tend to their child.
- If a parent is not on site, the emergency contact will be contacted immediately.

- If the participant requires close contact and care, staff will continue to care for the participant until the parent/guardian is able to pick them up.
- Staff will immediately don the following PPE: K-95 mask, gloves and goggles/face shield and wear during all interactions with the participant and should avoid contact with respiratory secretions.
- Staff should wash their hands before donning PPE, before and after removing PPE and before and after touching any items used by the participant.
- Staff will ask the individual participant to leave the program and seek medical attention as recommended by York Region Public Health (i.e. get tested for COVID-19)
- Staff will document the incident on the Town's Accident/ Incident Reporting form and notify the respective Supervisor immediately
- If the Town is contacted by the Regional Health unit regarding a positive case of COVID-19, the Town will cooperate and assist with contact tracing as necessary.

#### STAFF TRAINING & MANAGEMENT

- Full-time and part-time staff are required to work during permitted ice rental times.
- Staff will be trained on all of the items above prior to the reopening date as well as:
  - c.** Any WHIMS and Health & Safety training as per Ministry of Labour requirements
  - d.** Staff roles in cleaning and sanitizing
  - e.** Schedules
  - f.** Technical training (i.e. how to clean, how to use and apply PPE, how to perform first aid)
  - g.** Etc.