



OPERATIONAL PLAN OF THE CAP-PELÉ ARENA IN RESPONSE TO COVID-19

6 NOVEMBRE, 2020



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PREAMBLE

The Village of Cap-Pelé follows the guidelines of the Public Health Agency of Canada and the New Brunswick Office of the Chief Medical Officer of Health. Here are the measures we are taking to protect our employees, continue to provide the level of essential services to residents and users, and to help reduce the spread of the virus. These measurements are based on the information we currently have. They may change if the situation continues to evolve.

RESPONSIBILITIES

Our responsibility as a municipality is to provide safe facilities to users. Our responsibility as an employer is to ensure that our employees remain healthy to provide services to users. Our decisions are therefore made taking into account these responsibilities. The objective of these measures is that the absenteeism rate of our employees remains relatively low to allow us to continue to provide services to our users.

REDUCE THE SPREAD OF THE VIRUS

Here are the measures suggested by the New Brunswick Office of the Chief Medical Officer of Health to reduce the possibilities of spread.

- Wash your hands often.
- Cough and sneeze into the elbow.
- Avoid touching your eyes, nose and mouth with your hands.
- Stay home if you are sick.
- Avoid contact with a sick person.

Source :

https://www2.gnb.ca/content/gnb/en/corporate/promo/covid-19/healthy_together.html.html

PHASE 3

The Cap-Pelé Arena will begin phase 3 on **November 6, 2020**. The Village of Cap-Pelé follows the guidelines of the Public Health Agency of Canada and the New Brunswick Office of the Chief Medical Officer of Health and will limit the combined number of players, coaches, referees, spectators and attendants to 250 at a time in the arena.

This operational plan is a working tool for the employees, groups and tenants of the Cap-Pelé Arena. Low contact sports activities can be conducted in accordance with guidelines provided by national or provincial sports organizations if the organizations can establish ways to limit the number and intensity of close contact

during play. All reasonable efforts should be made to observe physical distancing measures as much as possible, except for brief contact on or off the ice surface. Contact at the end of the game should be avoided.

HOCKEY / RINGETTE

Ice times will be used as a regular structure and can now have regular practice / games - with travel restrictions.

According to Hockey New Brunswick's recommendations, there is now no limit to the number of players and coaches on the ice.

USE OF PLAYERS BENCH

Physical distancing must be maintained where possible. While during game play it may be unavoidable to sit within proximity of one another, there are some measures around benches that need to be taken:

- Coaches must wear a mask at all time on the bench.
- While on the bench, the back-up goalie must wear a mask.
- Injured players not participating in the game are not permitted on the bench.
- No team cheers.
- No team huddling around the benches at start of periods.
- During a time-out, players need to maintain physical distance.
- Officials will be encouraged to start play quickly between periods to avoid any congregating around benches.

All players must have their own water bottle and those bottles are to be clearly identified.

USE OF DRESSING ROOMS

- The dressing rooms are open.
- Two dressing rooms will be designated per team. (During games only one dressing will be designated per team).
- A maximum of 14 people are allowed in the dressing room at a time. This includes players, coaches, etc.
- Parents are not allowed in the locker room. In the event that a player needs assistance with his skates, the coach can help him or he can go to his companion in the designated area.

MASK WEAR

All participants and spectators must wear a mask inside the Cap-Pelé Arena. During games and training sessions, players, coaches and on-ice officials are not required to wear a mask. However, coaches and coaching staff are required to wear a mask when on the bench during games. It is not used to protect yourself against COVID-19, but rather to prevent your respiratory droplets from infecting others or falling on surfaces.

For more information on the mask, you can consult the Answers to Questions About COVID-19 section of www.gnb.ca/coronavirus

SCREENING PROTOCOL

Passive screening is the method used at the Cap-Pelé Arena. The COVID-19 questionnaire established by New Brunswick Public Health serves as a guide for users to review it at home before traveling in a public space. In addition, a COVID-19 questionnaire is posted at the entrance to the building. Users have access to proofread it, and whoever answers yes to any of the questions must leave the premises without delay.

In the event that a person suddenly develops symptoms related to COVID-19, they should isolate themselves in their vehicle. This person should contact 811 immediately.

PROCEDURE FOR LIMITING CROSSINGS

In order to ensure that users and employees move safely around the building, a directional plan has been established. Visible stickers are installed on the doors in the building. Face-to-face meetings on the move are eliminated where possible. See appendix C for the traffic plan.

- Designation of a separate main entrance and main exit.
- The arena doors will be kept locked during this phase. The person responsible for ice rental will be responsible for welcoming participants no earlier than 15 minutes beforehand and ensuring that agreed COVID procedures are followed. An arena employee will open the door 30 minutes before the start of the next rental, so that the person responsible for it can prepare. A delay of the responsible person could cause a delay in the rental.

SPECTATORS PROCEDURE

- Upon arrival at the arena, the player and the spectators must sign the attendance log with the group manager.
- **Only Two (2)** people per player will be allowed to enter the facilities. Siblings who must enter the facilities **MUST** be accompanied by an adult and **MUST** be supervised at all times.
- Only 4 players and their accompanying person are allowed to enter the arena at a time.
- No individual who is not accompanying a child or who is not a coach, will be allowed to enter the arena.
- Once the player and the accompanying person have registered with the group manager, they will immediately proceed to their designated area in the stands.
- During ice time, spectators must remain in their designated area until the end. Once the ice time is over, the player will return to the bleachers, then the player and his accompanying person will leave the arena.
- During certain times of the day, a group may cause a delay before being allowed into the building. Employees will need to disinfect the visitor area during the day.
- No gathering in the lobby.
- See the arena directional plan in Appendix C for designated areas.

RESERVATIONS PROCEDURE

Any group interested in using the facility must submit an operational plan before their reservation is completed. The submission of a plan must be approved by the municipality. Users and individuals must comply with the operational plan and directives of the Cap-Pelé Arena.

GENERAL GUIDELINES FOR ARENA EMPLOYEES

- Employees are responsible for screening themselves before entering the building.
- Each employee must wear a mask at all times.
- The employee is responsible for cleaning his workstation at the end of each shift.
- The employee is responsible for verifying that certain specific elements related to COVID procedures are followed by each group.
- Frequent cleaning and disinfection of all commonly touched surfaces, such as doorknobs, ramps and rink door handles. See the full list in Appendix D.

GENERAL GUIDELINES FOR TENANTS

1. Facilitate the physical distance of 2 meters (6 feet) between each person.
2. Encourage hand hygiene and emphasize respiratory etiquette.
3. Avoid touching your eyes, nose and mouth.
4. Wearing a community mask is required at the arena. Explain to participants how to put on and take off their mask. <https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/MASQUE.pdf>
5. Each group is responsible for keeping and providing the municipality with an attendance list of participants and accompanying person entering the building. This list will be useful in the event of an outbreak for Public Health traceback. The Village of Cap-Pelé must have prompt access to the lists at all times.
6. Groups will be allowed to enter the building only 15 minutes before their ice time and must exit no later than 15 minutes after the session.
7. Participants should come to the facility dressed with the majority of their equipment and ready for their activity.
8. Each group should always have someone present off the ice who will do the following:
 - a. Help with the management of physical distancing
 - b. Receive and lead the group
 - c. Lead the next group that follows and the one that leaves.
9. Water bottles should be filled at home.
10. Encourage your participants to bring a bottle of hand sanitizer with them.
11. No gatherings are allowed in the building. The physical distance of 2 meters (6 feet) must be respected.
12. A zone has been designated for spectators. See Annex C for the designated area for visitors.

ARENA CLOSURE DUE TO COVID-19

If the arena must close due to a Covid-19 outbreak, the lost ice time will not be replaced. Obviously, the teams will not have to pay for any unused time. When the time comes to reopen the arena after an outbreak, the schedule will resume on the date of reopening. Therefore, it will be impossible to make up for the missed ice times.

PARKING

The parking lot must be vacated immediately after the end of your ice time. Changes of clothing / equipment should be done at the participants' homes and not in the arena parking lot.

THE CLOCK

One user per reservation is responsible for handling the clock and music. Users are responsible for washing their hands before and after use. Users should wash borrowed equipment at the end of each use. Cleaning product is at their disposal.

USE OF CONES, NETS, ICE DEVIDERS AND MATTRESSES

The same people are responsible for handling the equipment from start to finish of the reservation. Users are responsible for washing their hands before and after use. Users should wash borrowed equipment at the end of each use. A cleaning product is made available to them. See appendix F.

PUBLIC BATHROOM

The public bathrooms on the second floor will be open to limited capacity. It is important to follow the signs for entering and exiting in order to respect physical distancing.

CANTEEN / FOOD

In order to limit the risk of the spread of Covid-19, the canteen will be closed. In addition, no food will be allowed in the arena. Only bottles of water from home can be brought by the players / parents.

CONSEQUENCES OF NON-COMPLIANCE

Use of recreational facilities is a privilege, failure to follow the rules may result in suspension of the rental.

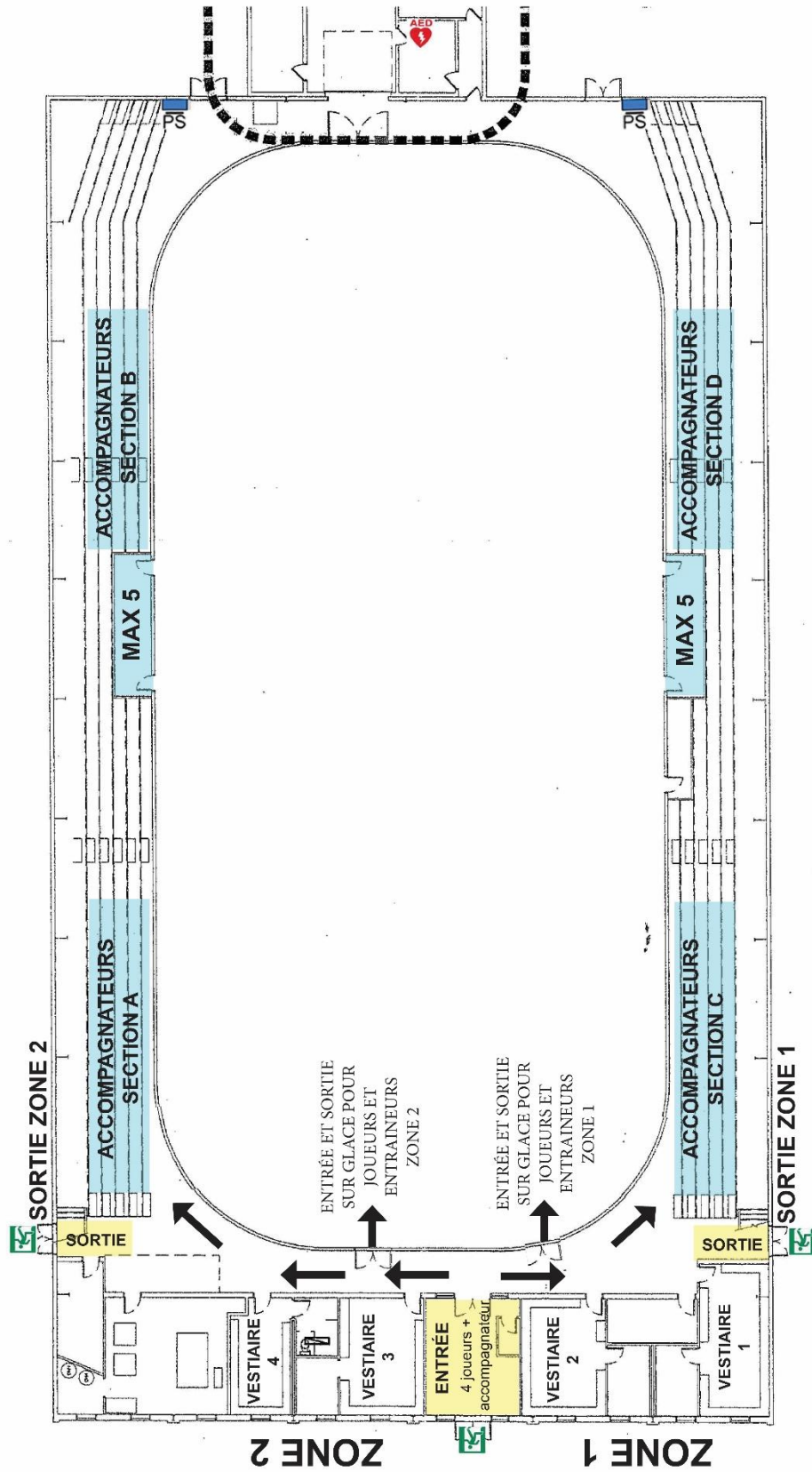
The responsibility for learning about new control measures and procedures remains with the organisations and these measures change from moment to moment.

APPENDIX A : CAPACITY OF THE CAP-PELÉ ARENA

Installation	Capacity
Arena surface Without ice and with ice	250 Including the ice surface and the bleachers. Also including coaches, volunteers, participants, spectators and referees.
Dressing rooms	14 Maximum of 14 people per dressing room at all times
Public bathroom	1 Follow the signs to enter and exit in order to respect physical distancing
Lobby	No gatherings allowed
Employee break room	2
Clock	1

[illegible]

APPENDIX C : DIRECTIONAL PLAN OF THE CAP-PELÉ ARENA



APPENDIX D : EMPLOYEE CLEANING AND DISINFECTION LIST



Village de Cap-Pelé Daily cleaning *Infectious Disease protection Protocol*

Date (week) : _____ **to** _____

Tâches	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Entrances (lobby) and exits <ul style="list-style-type: none"> - Clean each of the handles and the surfaces touched frequently 							
Bathrooms, standard in practice : <ul style="list-style-type: none"> - Clean every toilet and urinal - Clean each of the handles and the surfaces touched frequently - Clean sinks and faucets - Clean the soap and disinfectant dispensers 							
Employee office, using disinfectant : <ul style="list-style-type: none"> - Clean all hard surfaces (counter, etc.) - Clean the phone - Clean the computer keyboard and mouse - Clean all surfaces touched frequently 							
Changing rooms, using the disinfectant : <ul style="list-style-type: none"> - Clean each of the handles and the surfaces touched frequently - Clean the soap and disinfectant dispensers - Showers If the toilets are open : <ul style="list-style-type: none"> - Clean every toilet and urinal - Clean sinks and faucets 							
Music room, clock, using disinfectant : <ul style="list-style-type: none"> - Clean all hard surfaces (counter, etc.) - Clean door handles and clean phones 							

Note: Each of the tasks must be completed twice a day; at the start of the day and at the end of the day. The employee should enter their initials and the times the task was performed. Once the sheet is completed, the employee must give it to his supervisor for it to be archived.

ATTENTION



If you answer '**YES**' to any of the following questions, **DO NOT ENTER** this building. Please return home and self-isolate.

- ☼ Do you have **TWO (2)** of the following symptoms that are not related to a known pre-existing health condition (i.e., seasonal allergies)? If **YES**, you should be tested for **COVID-19**.



Fever



Cough (or worsening cough)



Diarrhea



Loss of sense of smell and taste



In children, purple markings on the fingers and toes



Runny nose



Sore throat



Muscle pain



Headache



Fatigue/
exhaustion

- ☼ Have you been advised by Public Health, a health-care provider or a peace officer that you are currently required to self-isolate?
- ☼ Are you waiting for a COVID-19 test or COVID-19 test results **AND** have been told you need to self-isolate?
- ☼ Have you travelled outside of the Atlantic bubble in the past 14 days (unless exempt from self-isolation)?
- ☼ Has an individual in your household returned from outside of the Atlantic bubble in the past 14 days for any reason, and now someone within the household has developed one or more symptoms of COVID-19 as listed above?

If you answered '**NO**' to the above questions,
YOU MAY ENTER the facility.

If you are experiencing any symptoms, you should get tested. You can register for a test online by clicking 'Get tested' on the GNB Coronavirus website, calling Tele-Care 811 or by contacting your primary health-care provider.

