

COVID-19 Operational Plan

Last Update: September 15th, 2020

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PREAMBLE

At the onset of the COVID-19 pandemic, the SPC was instructed by the Office of the Chief Medical Officer of Health for the Province of New Brunswick and the City of Moncton to close the facility on March 13th, 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. This document has been created by Louis Gaudet, Food & Beverage Manager and Nick Frizzell, General Manager of the SPC. The plan will be constantly monitored by all facility Managers with the General Manager having final authority to revise.

COVID-19

“The novel coronavirus (SARS-CoV-2), also known as COVID-19 is highly transmissible via respiratory droplets. As of May 1, 2020, there are 30,104 confirmed cases of SARS-CoV-2 in Canada, 1531 (5%) are in persons less than 19 years of age. Twenty-two persons (1%) have been admitted to hospital, and two (<1%) have been admitted to the ICU nationally, without any fatalities.¹ Complimentary data from the United States shows that of 2,572 children with confirmed COVID-19, the mortality was 0.1%.

There is evidence that physical activity, in the form of organized sport, is beneficial for the physical health, cognitive function, and mental health.” (West Vancouver Minor Hockey Association, "Restarting Minor Hockey during the Covid-19 Pandemic, May 7, 2020)

PHASE 1 – RE-OPENING

COVID-19 Operating Plan is as follows:

SPC will allow a soft opening in Phase 1 which will allow for some activity to return to the facility. In partnership with the City of Moncton guidelines and recommendations from the Office of the Chief Medical Officer of Health for the Province of New Brunswick we will adhere to the limit of persons allowed in the facility for each activity. Further phases will also follow these directions and will loosen the protocols of Phase 1 as permitted.

Phase 1 will adhere to the Order of the Office of the Chief Medical Officer of Health for the Province of New Brunswick and limit the combined number of patrons, coaches, spectators, employees and service providers to 50 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.

Ice pads A (Arena of Champions) and D (Carroll Arena) will be operational with ice. Pads on B (Clarence Girouard Arena) and C (Gordie Drillon Arena) will be used as staging areas for participants.

Operational layouts are included as Appendix A for the lobby, Rink A main floor, Rink A bleachers and Rink D / Rink C.

Food and beverage services will be limited with Intermissions Café offering limited products (i.e. Coffee, hot chocolate, water, snacks). In Phase 1, Slapshots Restaurant will remain closed to program participants and spectators. The restaurant may open for special events as long as it abides by Office of the Chief Medical Officer of Health for the Province of New Brunswick guidelines and the City of Moncton. Food & Beverage service will be evaluated on an ongoing basis and will only operate when it is deemed to be safe to do so for both staff and guests.

No food & beverage is to be brought into the facility.

Access to the upper floor of SPC will be restricted to those viewing Rink D only. Spectators for Rink A will view from the seating areas of Rink A located behind the player's bench side only, mindful of proper physical distancing of 6 feet / 2 metres.

The lobby area will be restricted to flow through traffic only and spectators waiting for their players to finish are not permitted to wait in the lobby. The front entrance will be clearly marked as to which door is enter and which door is an exit, restricting any cross traffic pattern where at all possible.

Ice rinks start and finish times will be staggered to ensure minimum patron traffic, as well as longer gaps (30 minutes) between sessions to allow time for disinfecting processes to be followed.

On ice group sizes are to be determined to follow the recommendations of the Office of the Chief Medical Officer of Health for the Province of New Brunswick.

ICE HOCKEY / RINGETTE RECOMMENDATIONS

Ice slots will be used for shooting, passing, and skating drills. There will be no games or battle drills and physical distancing measures will 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; we understand this recommendation excludes most adult hockey play in Phase 1. Game play may be permitted in Phase 2 and onwards or if there is different direction from the Office of the Chief Medical Officer of Health for the Province of New Brunswick.

FIGURE SKATING / RECREATIONAL SKATING RECOMMENDATIONS

Ice slots will be used for instruction and practice for individuals only. There shall be no dual or pairs skating allowed during Phase 1. Off-ice warm-ups should be done outside the facility or may be allowed

on the Rink C (Gordie Drillon Arena) dry pad with taped off designated areas. These recommendations may be adjusted by direction from the Office of the Chief Medical Officer of Health for the Province of New Brunswick.

SPC WILL CONTINUE TO EMPLOY THE FOLLOWING SANITISATION PRACTICES

- Frequent cleaning and disinfecting of all commonly touched surfaces such as interior and exterior door handles, railings, and ice rink gate handles.
- Common areas (Lobby, stairs, mezzanine, counters, etc.) and washrooms (faucets, hand-dryers, counters, urinals and toilets) to be cleaned and sanitized on a regular basis throughout the day.
- Sanitizing staging areas and dressing rooms (if used) between each user group.
- Physical distancing of 6 feet / 2 metres between employees and between employees and the general public within the facility.
- Face masks and 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 proper hygiene practices.
- Floor markings, decals and signage (provided by the City of Moncton as indicated in the Indoor Signage ordering form) will be used where necessary to indicate physical distancing, directional foot traffic, no entry zones and other restrictions pertinent to reopening and Phase 1.
- Handwashing and sanitizing stations will be available in designated areas.
- SPC will journalize and document
 - a. Any employee symptoms of illness (temperatures if required)
 - b. Regular, daily, hourly and 'as needed' cleaning and disinfecting within the facility
 - c. Patrons entering the facility complete with venue, time and contact information through a screening process.

BOOKING PROCESS

As the SPC is progressing with a soft reopening we will not be operating as many ice surfaces as a normal summer season. Therefore the normal booking process will be different this summer. Due to operating 2 ice surfaces, we may not be able to meet your need for ice this summer. We will work with your group to find what is feasible with less ice times possible.

- Ice contracts will be provided once rental times are agreed to.
- User groups will have to provide proof of insurance (where applicable) prior to participating in any activity at the SPC.
- User groups will sign the agreed to contract, and payment in full for your ice time will be required prior to starting. At this time we will only take payments by credit card, debit card or cheque, no cash payments permitted.

- User groups will be provided a copy of the SPC COVID-19 Operational Plan and signed that they have read and agreed to the plan. It is the responsibility of the individual renting the ice times to disseminate the information to all of their users and that they clearly understand the protocols in place and what to expect before arriving at the facility.

ANY GROUPS USING THE FACILITY MUST SUBMIT AN OPERATIONAL ACTION PLAN PRIOR TO BOOKING ANY ICE TIME AND BEING ALLOWED USE OF THE FACILITY. INDIVIDUAL ICE RENTAL USERS MUST ABIDE BY THE FACILITY OPERATIONAL PLAN AND GUIDELINES.

ALL PARTICIPANTS, COACHES AND GUARDIANS WILL BE REQUIRED TO ABIDE BY THE FOLLOWING PROCEDURES AND GUIDELINES

- A questionnaire / screening process will be posed to every participant, coach, spectator regarding Covid-19 prior to entering the facility. **Contact information will be collected for each person to assist in any Contact Tracing** – each entrant of the facility shall register with name, venue, contact number and email to facilitate contact tracing should it be required by the health authorities.
- While on the premises of SPC (parking lot, within the arena, within dressing rooms, staging areas and on the playing surface) physical distancing of a minimum of 6 feet / 2 metres separation will be maintained between patrons, spectators, players on and off the ice, coaches and players on the ice, and employees of the Superior Propane Centre.
- User groups will only be permitted in the building 15 minutes prior to their activity/ice time and must exit 10 minutes after their session. There will be no early admittance to the facility.
- Participants will be directed to all exit and entrances of the facility. 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.
- During Stage 1 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 sectioned. Participants must sit within the section and utilize only one section during their session.
- Participants will all use their own water bottles – absolutely no sharing! Please fill at home.
- On ice physical distancing will be supported by use of cones and markers placed/drawn on the ice surface.
- Shooting, passing, skating drills are permitted. No games or battle and compete drills.
- Only 1 parent or guardian will be permitted in the building with each participant. No siblings.
- Upon entering the facility, the parent or guardian must go directly to their designated ice rink and remain in the stands in the Rink A (Arena of Champions), behind players bench side. Viewing

on the Rink D will be permitted on the second floor viewing area, including the balcony corners. These areas / stands will be marked to ensure physical distancing is practiced.

- Wearing of gloves will not be permitted by patrons of the facility. Frequent hand washing by patrons is recommended.
- Face masks are recommended where physical distancing cannot be safely maintained.
- Limit number of patrons in washrooms to two at one time to ensure physical distancing.
- **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.**

EMPLOYEE SCREENING

In effort to screen employees prior to entering the facility we will implement an active screening process that requires colleagues / Managers asking each other specific screening questions prior to the start of shift, as provided by the City of Moncton. This process will follow Worksafe NB guidelines as indicated in <https://www.worksafenb.ca/media/61016/embracing-the-new-normal.pdf> and <https://www.worksafenb.ca/safety-topics/covid-19/covid-19-frequently-asked-questions/>

We will also follow City of Moncton guidelines on safe work practices where applicable and work with the City of Moncton Health and Safety officer as well as the Arena Division, Joint Health and Safety Committee. Screening Questionnaire 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, they will be given a disposal face mask to wear and the staff interacting with them will wear one as well. The individual will be brought to the designated health area (First Aid Room). They will be asked to contact 811 as recommended by the Office of the Chief Medical Officer of Health for the Province of New Brunswick. 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 put on their community face mask and go to the designated health area (First Aid Room). From there a Manager will advise them to contact 811 and log the information, following their 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.**

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 or
 - loss of taste or smell; or
- An individual displaying purple fingers or toes even as the only symptom.

The facility cannot reopen until advised by Public Health. Regional Public Health will be involved to manage the outbreak and ensure contacts are identified; public health measures are in place and will lead any communication that is required.

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 (Moncton Inspectors Main Office 856 2814) (Moncton Inspectors Com. Disease Line 856 3220) (Moncton Public Health Nurses 856 2401 and 856 3220) as well as City Staff members of the Facility Management Team.

We will follow any/all recommendations from Public Health at that time. We have email and phone numbers for everyone that enters the facility through our screening process and can communicate as needed. Our assumed protocol will be that if anyone at the facility is diagnosed with COVID-19 that we will send out notification to all patrons and staff that attended at the same time as that individual. We will make initial contact by email and ask for them to confirm receipt. For those who do not confirm receipt we will follow up by phone.

STAFF CONTACTS

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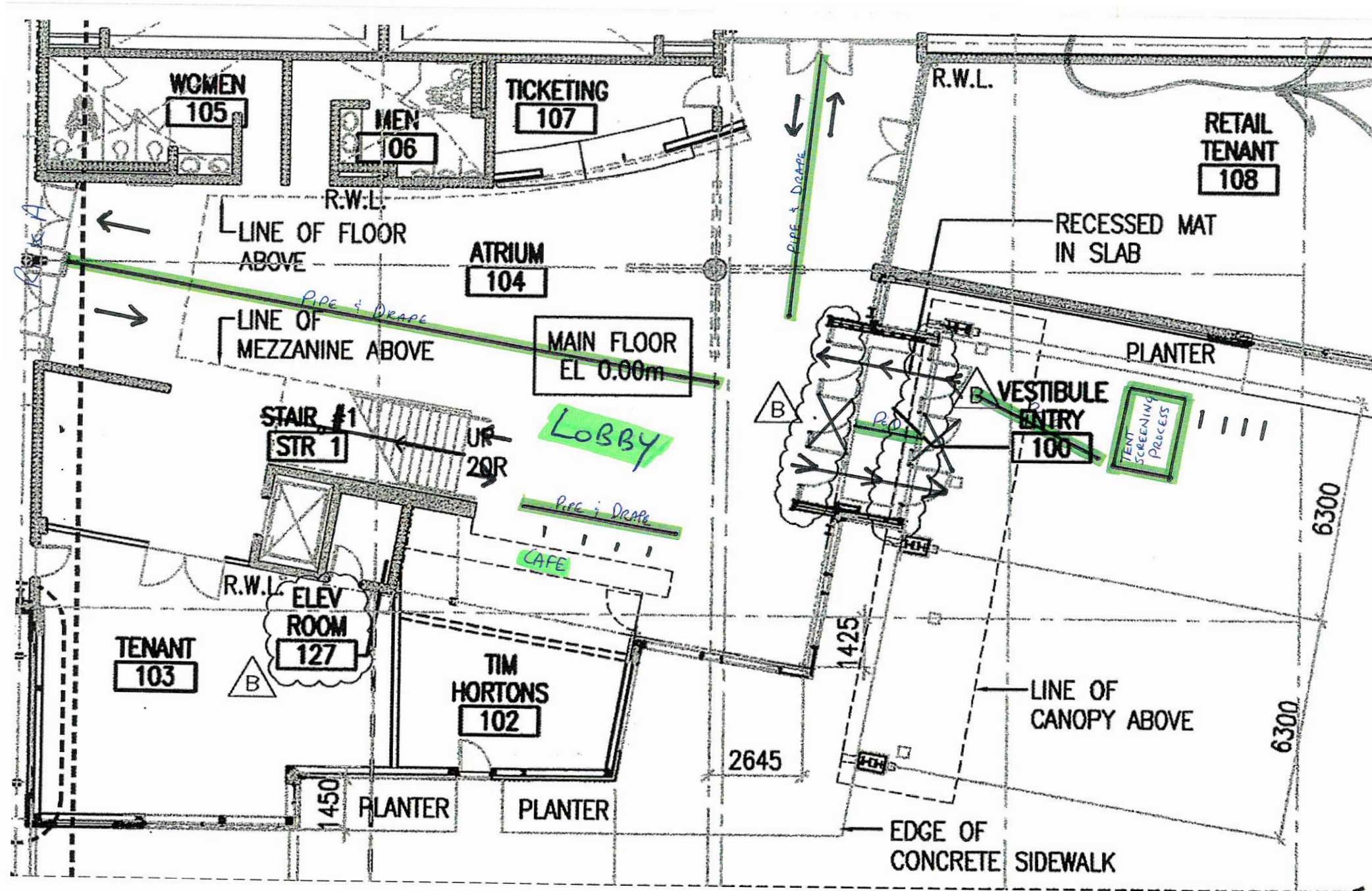
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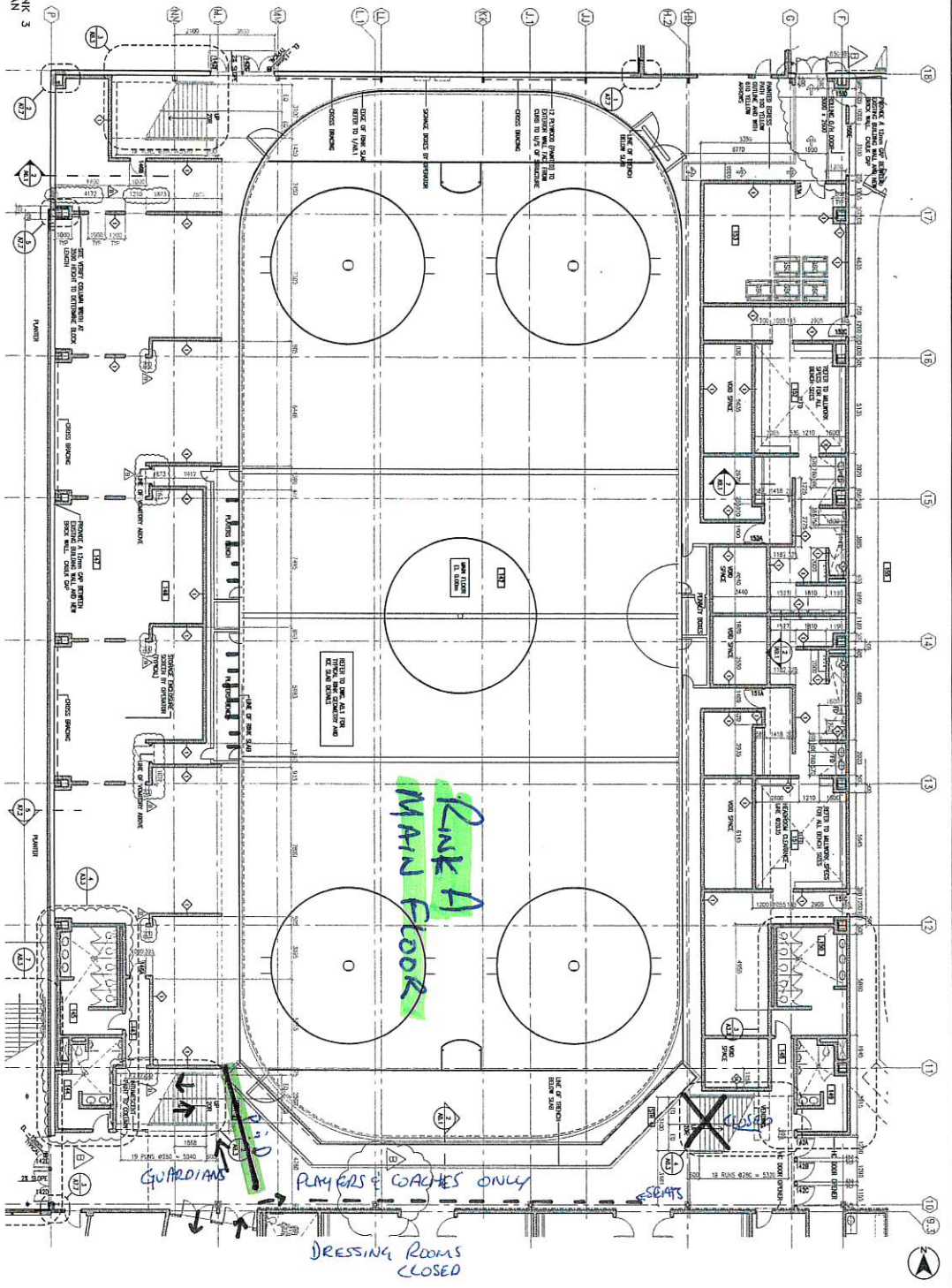
It's important to understand that this is not “business as usual”. We are venturing into a “new normal” with these procedures. Our goal is to create a safe and healthy environment for staff and users by making the necessary adjustments to help limit the risk of exposure to COVID-19. We are confident 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 New Brunswick and the City of Moncton that we can safely phase in a soft reopening of the Superior Propane Centre.

Louis Gaudet & Nick Frizzell



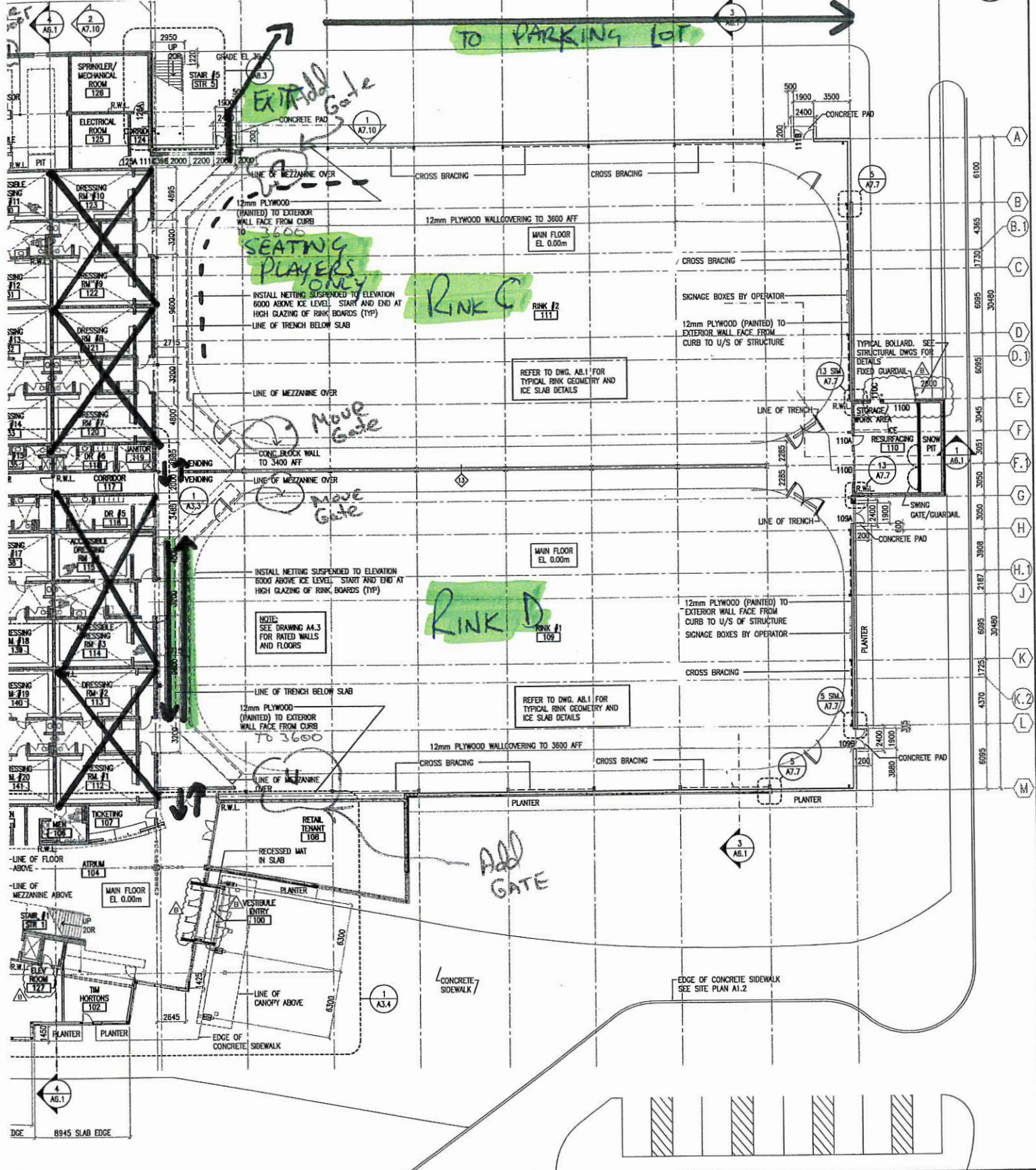
Appendix A

NORTH SHED RINK 3 MAIN FLOOR PLAN



INTERIOR WALL TYPES			
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- 1 HOUR SHIELD WALL FIRE SEPARATION IN ACCORDANCE WITH DESIGN 105. GYPSUM BOARD SYSTEMS. MANUAL SYSTEM WSD240, (FINISHED ONE SIDE.) 16mm GWB TYPE 'X' 1 LAYER, TO CORRIDOR SIDE, PAINTED. 16mm GWB TYPE 'X' TO 1" STUDS @ 600 O/C
- 22 CORRUGATED, PERFINISHED CLADDING SYSTEM ON 22 HAT CHANNEL ON SIL STUDS 22 HAT CHANNEL ON SIL STUDS
- 13 PLYWOOD ON 63 Z GIRTS 50 RIGID INSULATION VAPOUR BARRIER 190mm x 190mm x 390mm STANDARD WEIGHT CONC. BLOCKS (RUNNING BOND).
- 12mm PLYWOOD ON GIRTS FRAMING 1" CLIPS @ SEAMS SIL FRAMING AS REQUIRED

ARCHITECTURE 2000 INC. 33 Victoria Street Moncton, New Brunswick, E1C 1P6 Tel: (506) 383-8500 Fax: (506) 383-8533 Web: www.architecture2000.ca	PBK Architects Inc. 1770 WEST 7th Avenue, Suite 200 VANCOUVER, BC V6J 4Y6 TEL: (604) 736-5329 FAX: (604) 736-1519	M:\projects\2001\01520 Moncton\dwgs\EliaDon.jpg		DESIGNED WW DRAWN DR CHECKED WW APPROVED WW SCALE 1:200 DATE 03/08/02	ARCHITECTURE MAIN FLOOR PLAN	PROJECT NO. 01520
		MONCTON, NEW BRUNSWICK FOUR PLEX ARENA		DRAWING NO. A2.1		REV A

THIS REVISION SUPERSEDES DRAWINGS

Appendix B



NOTICE SCREENING FOR COVID-19

**PLEASE DO NOT
ENTER THE BUILDING
WITHOUT ANSWERING THE
FOLLOWING QUESTIONS:**

1

**DO YOU HAVE AT LEAST TWO OF
THE FOLLOWING SYMPTOMS: FEVER
ABOVE 38°C, A NEW OR WORSENING
CHRONIC COUGH, A SORE THROAT,
A RUNNY NOSE, A HEADACHE?)**



IF YOU ANSWERED YES
to **question 1**, self-isolate
immediately and call 811 or
your family physician for further
direction.

2

**HAVE YOU RETURNED FROM TRAVEL
OUTSIDE OF NEW BRUNSWICK OR
OUTSIDE OF CANADA WITHIN THE
LAST 14 DAYS?**



IF YOU ANSWERED YES
to **question 2 or 3**, self-isolate. If
you have or develop symptoms,
call 811 or your family physician.

3

**HAVE YOU HAD CLOSE CONTACT
WITHIN THE LAST 14 DAYS WITH A
CONFIRMED CASE OF COVID-19?**

4

**HAVE YOU HAD CLOSE CONTACT
WITHIN THE LAST 14 DAYS WITH A
PERSON BEING TESTED FOR
COVID-19?**



IF YOU ANSWERED YES
to **question 4**, you may enter
the building however you must
self-monitor for symptoms. If
symptoms develop, self-isolate
and call 811.

Appendix B



AVIS CONTRÔLE POUR LA COVID-19

VEUILLEZ RÉPONDRE AUX
QUESTIONS SUIVANTES
AVANT D'ENTRER
DANS LE BÂTIMENT :

1

PRÉSENTEZ-VOUS AU MOINS DEUX DES SYMPTÔMES SUIVANTS : UNE FIÈVRE SUPÉRIEURE À 38°C, UNE NOUVELLE TOUX OU UNE TOUX CHRONIQUE QUI S'AGGRAVE, UN MAL DE GORGE, UN ÉCOULEMENT NASAL, UN MAL DE TÊTE?

SI VOUS AVEZ RÉPONDU OUI à la **question 1**, veuillez vous auto-isoler immédiatement et téléphonez au 811 ou à votre médecin de famille pour obtenir d'autres directives.

2

ÊTES-VOUS REVENU DE L'EXTÉRIEUR DU NOUVEAU-BRUNSWICK OU DU CANADA DANS LES 14 DERNIERS JOURS?

SI VOUS AVEZ RÉPONDU OUI à la **question 2 ou 3**, veuillez vous auto-isoler immédiatement. Si vous avez des symptômes ou des symptômes apparaissent, téléphonez au 811 ou à votre médecin de famille.

3

AVEZ-VOUS ÉTÉ EN CONTACT ÉTROIT DANS LES 14 DERNIERS JOURS AVEC UN CAS CONFIRMÉ DE LA COVID-19?

4

AVEZ-VOUS ÉTÉ EN CONTACT ÉTROIT DANS LES 14 DERNIERS JOURS AVEC UNE PERSONNE TESTÉE POUR LA COVID-19?

SI VOUS AVEZ RÉPONDEZ OUI à la **question 4**, vous pouvez entrer, par contre vous devez surveiller l'apparition de symptômes. Si des symptômes apparaissent, veuillez vous auto-isoler et téléphoner au 811.

Phase 2 Addendum COVID-19 Operational Plan

Screening / Contact Tracing

- Screening procedures have been adjusted to follow the revised Mandatory order released July 20, 2020.
- Under the new Mandatory order the information must be collected and destroyed after 21 days.
- A log of the collected information must be filled out and retained as to who is destroying the information after 21 days and this log must be retained for 12 months.
- Refer to https://www2.gnb.ca/content/dam/gnb/Departments/eco-bce/Promo/covid-19/information_collection-e.pdf for full information

ICE HOCKEY / RINGETTE RECOMMENDATIONS

- As of July 13, 2020 new recommendations for Ice Hockey / Ringette have been adjusted to permit scrimmages / game play and limited battle drills. This follows the gradual opening of the facility which commenced on June 22, 2020 (A gradual phased in approach to return to play is advantageous (i.e. Structure 3-4 weeks (incubation period of virus) per phase starting with strict physical distancing requirements. Re-assess after each phase before introducing more risk).
- Adult hockey groups have been permitted to play games, where each team is permitted 10 skaters and 1 goalie. Game play will be 5 on 5 with 5 extra players on each bench.
- Each players bench has been marked with areas to sit to allow for physical distancing while on the bench.
- Dressing areas are still the same, no use of dressing rooms is permitted in this phase. Groups are only able to enter 15 minutes prior to their booking time and must leave 10 minutes after completion of their rental.
- Latest information can be found at;
[https://www.recreationnb.ca/assets/docs/Covid-19%20Frequently%20Asked%20Questions%20\(12.06.20\).pdf](https://www.recreationnb.ca/assets/docs/Covid-19%20Frequently%20Asked%20Questions%20(12.06.20).pdf)

Phase 3 Addendum 1 COVID-19 Operational Plan

DRESSING ROOMS / STAGING AREAS

- As of August 24th, 2020, the SPC will move to the next phase of re-opening and permit use of dressing rooms.
- In order to maximize the use of dressing rooms and per the Yellow Alert Level, August 11th, 2020, from the Government of NB, https://www2.gnb.ca/content/gnb/en/news/news_release.2020.08.0436.html, "*revised measures include allowing public venues with seating to reduce physical distancing down to one metre with the continuous use of a mask*", it will be mandatory for all participants inside the dressing rooms to wear a mask at all times.
- Masks may be removed once participants place on their helmet. Participants should leave the dressing rooms in single file order with those closest to the doorway leaving first.
- Each group will be provided 2 dressing rooms per booking. There is a maximum of 18 people permitted in each dressing room for a total of 36.
- There will also be access to chairs in the rink areas around the outside of the dasher boards or the identified staging area on the dry pad. This will provide access for an additional 10 people.
- Ice renters will have access to the changing rooms 15 minutes before their rental and 15 minutes after.
- Bathrooms (toilets and sinks only) are permitted however showers are not available in the changing rooms and may not be used. As indicated in CARHA Hockey recommendations, June 1st, 2020, "Players should not use shower facilities and be mindful of limiting skin contact in the dressing room." Should it come to managements attention that groups use the showers, user groups may forfeit their ongoing ice times.
- Staff will sanitize the utilized areas after each use, once all participants have left staff will use the sanitizing gun to spray the dressing areas and high touch points. Staff will also sweep and mop when required.

Please acknowledge agreement to these policies and procedures and the understanding that if they are not followed, your group may forfeit their ice times and payments.

User Group: _____

Signature: _____

Phase 3 Addendum 2

COVID-19 Operational Plan

Mandatory Masks

- As of September 25th, 2020, the SPC will mandate that all who enter the facility must wear a mask before entering. Masks must be worn at all times while in the facility, except when following the dressing room addendum or seated and eating in the restaurant area.
- To simplify the dressing room addendum, mandatory masks for all who enter will eliminate any confusion pertaining to masks in dressing rooms as no one will enter the facility without wearing a mask.
- This mandate allows for increased spectator possibility as the distancing requirements can be reduced to 1M as opposed to 2M. The SPC will adjust spectator capacity to 2 persons per ice participant under this new mandate.
- This mandate will also allow the facility to increase the seating areas of Rink A, C and D increasing the seating capacity to accommodate the increased amount of spectators.
- Please be advised that the Superior Propane Centre will be permitting only members of the ice participant's immediate family (Maximum of three parent/ guardian/ siblings only) during ice times. Children/siblings must be attended by the guardian at all times in their immediate vicinity. The goal is to restrict the amount of people who enter the facility and reduce any mass gatherings, following all Public Health guidelines.
- With this increased capacity it is of utmost importance to maintain proper distancing at all times. Please do not congregate in groups and do not wait in the lobby area for your child or ice participant. The lobby is a through way only. Participants and family must leave the facility immediately after their ice times, please do not stay to watch others play as we want those coming with the next participants to watch their own ice times and have access to the spaces required.