



# *The TOWNSHIP of* **NORTH DUMFRIES**

## **COVID-19 Information Package**

### **Community Rooms 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, 3 metres/10 feet apart for those participating in fitness activities)
- Masks must be worn inside the building (except during fitness activities)

2. Entrance/Exit Procedures:

- All NDCC community rooms facility users are required to enter/exit through the main entrance door.
- All ACC community hall facility users are required to enter/exit through the main entrance door. The fire escape is only to be used in case of fire or building evacuation.
- All attendees for your rental will need to be document for contact tracing upon arrival by signing in OR using the QR code. Applicable participants must show ID and proof of vaccination.
- Please use hand sanitizer that is provided inside the building upon entering and exiting.

### **Sports and recreational fitness**

- Maintain 2 metres physical distancing at all times
- Increase spacing between patrons to 3 metres for exercise and fitness classes
- Spectators not permitted in rooms or hallways, however each person under 18 may be accompanied into the building by one parent or guardian
- Individual and team sports are permitted
- Face coverings required except when participating in a sport or fitness activity
- Require contact information for all participants that enter the facility
- Screening of participants is required
- A safety plan is required to be prepared and submitted

### **Meeting/event spaces**

- Capacity limit for the venue, where physical distancing can be maintained:
  - 100% of regular capacity but 25 permitted for social gatherings
- Face coverings required except when eating or drinking only
- A safety plan is required to be prepared and submitted

### **Performing Arts**

- Rehearsal or performing a recorded or broadcasted event permitted, with restrictions, which include:
  - Performers and employees must maintain 2 metres physical distance except for purposes of the performance
- Require contact information for all participants that enter the facility
- Screening of participants is required
- A safety plan is required to be prepared and submitted

# 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 (indoor or outdoor), 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.