

The purpose for this COVID-19 Plan is to outline guidelines intended for the Pemberton and District Recreation Centre to maintain safe and healthy environment to continue to provide fitness services for the gym, fitness programs and other recreational activities. These guidelines will be in place until there is further direction from the Provincial Health Officer.

### **Public Health Measures**

- Contact information (name, phone number or email) of staff, participants and all contractors entering facility is kept either electronically or hard copy, and is readily available if needed by Public Health.

### **Environmental Measures**

#### **Ventilation**

- Fresh air intake through the ventilation system has been increased to accommodate occupancy to the maximum, which is 1500/hour.
- All mechanical heating, ventilation and HVAC have been recently maintained and are in proper working condition.
- Additional time has been created between all uses of the facility to allow for staggered entrance and exit of participants.
- No floor or wall fans are in operation.
- Outer doors and windows are left open when rooms in use.

#### **Floor Markings and Reducing Group Congregating**

- Fitness Class sizes have been reduced to accommodate the required 3m<sup>2</sup> for each patron during a class.
  - Floor markings have been provided for visual understanding
  - Fitness equipment has been spaced accordingly to allow for proper physical distancing with floor markings as well
  - There has been 30 minutes between classes built in for staggered arrivals and departures.
- Directional floor markings are placed according to physical distancing requirements from the main entrance and throughout to provide visual of expectations.
- All rooms on Main Floor of facility have separate entrance and exit for individual space and use by unique users.
- Changerooms and Showers are closed and patrons are directed to arrive ready to exercise.

- Washrooms remain open, signage indicating that for washroom use only is posted.
- Customer Service staff present to control entrance access and exit from facility to ensure no congregating occurs.

### **Cleaning and Disinfection**

- Hand sanitizer and masks are placed just inside the entry doors for patrons and staff and at the staff entrance to PCC.
- Patrons upon entrance to facility and are directed to sanitize before and after use of all equipment.
- All high touch surfaces are cleaned twice per day.
- Fitness Centre is sanitized with proper equipment and left for minimum 10 minutes before next set of users enter the facility.
- Floor mats provided for individual users during exercise and disinfectant provided for cleaning before and after use.

### **Physical Barriers**

- Physical barriers are not being used as space has been modified and marked to ensure physical distance can be maintained and occupancy has been limited as well.

### **Administrative Measures**

#### **Occupancy**

- All 3 workout spaces have at least 7m<sup>2</sup> between equipment and measured out space for fitness classes.
  - The fitness class space allows for 8 patrons and 1 instructor per class
- Every room in the facility has occupancy limits posted so staff and patrons are aware of maximum capacity.

#### **Physical Distancing and Minimizing Physical Contact**

- To ensure physical distance of 2.5 metres between patrons in all directions at all times.
  - Exercise machines have been appropriately spaced to accommodate in fitness centres.
  - Floor markings have been spaced accordingly in common areas with signage and the fitness class room has been taped with individual workout spaces.

- Fitness spaces have enough room to ensure 2.5 metres can be maintained between patrons at all times.
- Instructors have a designated space for fitness classes where they will remain during classes.
  - Instructors will give verbal corrections, there will be no hands on between instructors and patrons.
- Signage directing patrons to maintain 2.5 metres between themselves and others at all times is posted and instructors and facility staff provide verbal reminders upon entrance, and during classes.

### **Booking and Registration**

- All programs and services are pre-registered for with no drop-ins allowed.
  - Clients must complete online waiver indicating that they do not have any COVID-19 symptoms, have not been out of the country and have not been directed by VCH to self-isolate due to potential exposure in order to register.
  - By completing online waiver patrons agree that they have read and agree to follow all safety protocols.
  - There are no penalties for cancelation.
- There is 30 minutes between classes and patron access to allow for facility staff to;
  - Spray and sanitize space and allow for cleaner to dry.
  - And allow for additional ventilation time with no one in the space
- Patrons are not allowed into the facility until 5 minutes prior to booking to allow for footwear changes and staggered entrance.

### **Audio**

- Instructors will use microphone during exercise classes so they do not have to raise their voices beyond normal speaking volume.
- Music will be kept below speaking volume to reduce individuals need to shout or encourage singing along.
- Individuals may use personal headphones to listen to music however they must remove when communicating with other patrons/staff/instructors/trainers/contractors.

### **Food and Beverages**

- Patrons must bring their own water bottle; water fountains are turned off for drinking but patrons may fill their bottles from the filling stations.
- No food or beverages are being sold onsite.

### **Staying Home When Sick and When New Symptoms Develop**

- Staff complete Daily Screening questionnaire online prior to entering facility for work.
- Isolation Policy has been created by Human Resources department that supports staff staying home when told to isolate.
- If an employee or patron develops symptoms while in the facility procedures established to close immediately and deep clean facility.

**Personal Measures-these are actions individuals can take to protect themselves and others.**

### **COVID-19 Health Check**

- Employees complete daily screening upon entering the facility.
- Patrons complete screening upon registering for fitness sessions and are reminded through facility signage at entrance to not enter if experiencing any symptoms.

### **Exercise Attire/Personal Equipment**

- Patrons are expected to arrive dressed and ready to exercise, changerooms are closed except for washroom access.
- Patrons are encouraged to bring as much of their own equipment as possible.

### **Hand Hygiene**

- Hand sanitizer is provided at the entrance and all patrons must sanitize their hands upon entry. Supplies for hand sanitizing are placed frequently throughout the facility and in each room.
- Lined waste bins are provided in every room and are emptied daily.

### **Personal Protective Equipment**

#### **Masks**

- Masks must be worn in the facility at all times when not exercising.
- Instructors and Trainers must wear masks at all times when working with patrons.
- People who are unable to wear a mask due to a health condition or a physical, cognitive or mental impairment, and people who are unable to put on or remove a mask without the assistance of another person are exempt from mask requirements. They must maintain at least 2 metres distance at all times when in the facility.