



# Parks & Recreation COVID-19 SAFETY PLAN

June 29, 2020 v1

*subject to change*

The District of Summerland manages the operations of the Summerland Arena & Fitness Centre and Summerland Arena as well as provides opportunities in other District buildings including the Summerland Rodeo Grounds Club House and Arts & Cultural Centre. The District is also responsible for various outdoor recreation spaces including parks, beaches, sport fields, playgrounds, sport courts, natural areas, public washroom buildings, special purpose parks and on-site amenities.

The District of Summerland is committed to adapting parks and recreation opportunities which align with [BC's Restart Plan](#) and the Provincial Health Office (PHO) guidelines and directives.

The District of Summerland responded to direction from our public health officials to close facilities and many of outdoor spaces as well as ceasing services. The District is now responding to the direction to reopen our facilities and offer services to our community cautiously, with the safety of staff and community being the priority. The [BCRPA Guideline for Restarting Recreation](#) provides the District with a framework to apply to the provision of recreation and parks services during the pandemic.

This document is intended to outline the plans, protocols and processes that Parks & Recreation are implementing when reopening facilities and outdoor spaces which are aimed to limit the transmission of COVID-19.

## GUIDING RESOURCES

The District of Summerland is utilizing the following documents and organizations to guide our parks and recreation processes:

- [BC's Restart Plan](#)
- [PHO Orders](#)
- [BCRPA Guideline for Restarting Recreation](#)
- [viaSport Return to Sport Guidelines](#)
- [Lifesaving Society Guidelines for Reopening BC Pools & Waterfronts](#)
- [WorkSafeBC Returning to Safe Operations](#)
- [BC Municipal Safety Association](#)
- [Interior Health](#)
- [BC Centre for Disease Control](#)
- [Municipal Insurance Association of BC](#)
- [Recreation Facilities Association of BC](#)

**COVID-19 SAFETY PLANS**

The purpose of Safety Plans is to identify the specific control measures that will be taken in order to mitigate the risk of virus transmission, the party responsible for ensuring compliance within the user group, and include but is not limited to, a plan on managing physical distancing, common touch areas, and flow of participants.

The Province has highlighted 5 principles for every situation in the [BC Restart Plan](#):

## Five Principles For Every Situation

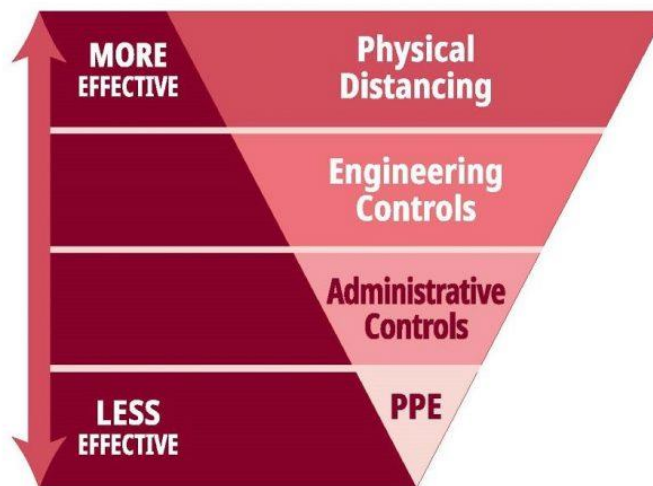
Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none"> <li>• Frequent handwashing</li> <li>• Cough into your sleeve</li> <li>• Wear a non-medical mask</li> <li>• No handshaking</li> </ul>	<ul style="list-style-type: none"> <li>• Routine daily screening</li> <li>• Anyone with any symptoms must stay away from others</li> <li>• Returning travellers must self-isolate</li> </ul>	<ul style="list-style-type: none"> <li>• More frequent cleaning</li> <li>• Enhance surface sanitation in high touch areas</li> <li>• Touch-less technology</li> </ul>	<ul style="list-style-type: none"> <li>• Meet with small numbers of people</li> <li>• Maintain distance between you and people</li> <li>• Size of room: the bigger the better</li> <li>• Outdoor over indoor</li> </ul>	<ul style="list-style-type: none"> <li>• Spacing within rooms or in transit</li> <li>• Room design</li> <li>• Plexiglass barriers</li> <li>• Movement of people within spaces</li> </ul>

The Restart Plan also includes the hierarchy of controls for COVID-19 which are fundamental to the information the recreation sector needs to restart operations:

### Hierarchy of Controls For COVID-19

The hierarchy of controls is a framework for reducing transmission hazards. The most effective controls are at the top of the pyramid.

Source: Koehler, K, Rule A. Can a mask protect me? Putting homemade masks in the hierarchy of controls. [Internet] 2020 April 2. Johns Hopkins Education and Research Center for Occupational Safety and Health.





WorkSafeBC has noted that different protocols offer different levels of protection. It is recommended whenever possible, use the to protocol that offers the highest level of protection.

<b>First level protection ELIMINATION</b>	<b>More Effective</b>	Limit the number of people in your workplace where possible by implementing work-from-home arrangements, establishing occupancy limits, rescheduling work tasks, or other means. Rearrange work spaces to ensure that workers are at least 2 m from co-workers, customers and members of the public.
<b>Second level protection ENGINEERING CONTROLS</b>		If you can't always maintain physical distancing, install barriers such a plexiglass to separate people.
<b>Third level protection ADMINISTRATIVE CONTROLS</b>		Establish rules and guidelines, such as posted occupancy limits for shared spaces, designated delivery areas, cleaning practices, and one-way doors and walkways to keep people physically separated.
<b>Fourth level protection PPE</b>	<b>Consider as needed</b>	If the first three levels of protection are not enough to control the risk, consider the use of <a href="#">masks</a> . Ensure masks are selected and cared for appropriately and that worker are <a href="#">using the masks correctly</a> .

The District of Summerland has issued a WorkSafeBC COVID-19 Safety Plan. Facility specific WorkSafeBC COVID-19 Safety Plans will be created and posted prior to reopening the Summerland Arena and Summerland Aquatic & Fitness Centre.

WorkSafeBC has provided protocols for:

- [Parks](#)
- [Gyms and Fitness Centres](#)
- [Sports & Recreation](#)

**Risk Mitigation Strategies** include:



Interior Health has provided specific guidance for:

- [Gyms and Fitness Centres](#)
- [Swimming Pools](#)

## Key Principles Going Forward



**STAY HOME** if you are SICK

Stay away from others if you are feeling ill, isolate at home, do not go to work.



**PRATICE GOOD HYGIENE**

Wash your hands often, avoid touching your face, cough/sneeze into your elbow or a tissue.



**MAKE SPACE** between PEOPLE

Maintain a distance of at least 2 metres from others and replace close contact greetings like handshakes, hugs or high fives with waves and smiles.



**LEARN** how to use PERSONAL PROTECTIVE EQUIPMENT as an ADDITIONAL control

Learn how to choose and use PPE correctly, know the limitations of PPE, and always have other controls in place.



**MODIFY** the ENVIRONMENT

Make your environment safer for interacting with others by reducing common touch surfaces, using non-porous barriers, or by changing room design.



**INCREASE SANITATION**

Disinfect common touch surfaces frequently using a chemical that will destroy the Coronavirus.



**MANAGE INFORMATION**

Stay informed, follow public health advice, keep records, and make sure information you communicate is clear, accurate and easy to find.

## DOCUMENTS

The District of Summerland has created the following documents to support the reopening of parks and recreation spaces:

- Parks & Recreation Facility Assessment Form
- COVID-19 Safety Plan for Outdoor User Groups
- COVID-19 Safety Plan for Indoor User Groups
- COVID-19 Safety Plan for Recreation Programs
- COVID-19 Facility Guidelines for specific sites
- WorkSafeBC COVID-19 Safety Plans
- Parks & Recreation Re-Opening Matrix

The documents will be updated as new information becomes available.

## PARKS & RECREATION RE-OPENING MATRIX

The District of Summerland created a re-opening matrix which outlines four levels of reopening stages.

<b>LEVEL 1</b>	March	Areas which were not closed down.
<b>LEVEL 2</b>	May/June	Gradual re-opening of outdoor spaces <b>Coincides with BC's Restart Plan Phase 2</b>
<b>LEVEL 3</b>	July/August	Introduction of organized outdoor activities Outdoor recreation programs Gradual re-opening of some indoor facilities Arena re-opening for summer rentals <b>Coincides with BC's Restart Plan Phase 3</b>
<b>LEVEL 4</b>	Sept - ?	Consideration of more organized outdoor activities Indoor recreation programs Reopening more indoor facilities and expanded operations
<b>NEW NORMAL</b>	TBD	Conditional of wide vaccination, community immunity or broad successful treatments <b>Coincides with BC's Restart Plan Phase 4</b>

The Matrix considers target dates for reopening parks, amenities and facilities in a slow and thoughtful phased approach based on provincial, regional and local directions, guidance and best practices. The Matrix considers a balance of risk, resources, capacity and public demand in decision making. The Matrix is a working document and will be updated as new information becomes available.

Considerations also included:

- opening outdoor spaces before indoor facilities
- access for individual sport before group/team sports
- allowing for casual use before organized/programmed use

## REOPENING PARKS & RECREATION SPACES

Prior to reopening outdoor spaces (outdoor washrooms, skatepark, outdoor sport courts, playgrounds, spray park, etc.) in **LEVEL 2**, District of Summerland staff:

- completed site visits which included re-opening site clean up and safety checks
- implemented signage outlining COVID-19 expectations

**Note:**

- outdoor washrooms are cleaned once daily with a mid-day high touch point cleaning when possible
- outdoor amenities are not cleaned or disinfected on a regular basis

Prior to reactivating **LEVEL 3 & 4** re-openings, the following protocols were (or will be) implemented:

- Complete a Facility Assessment prior to opening the spaces up for rental opportunities or District of Summerland recreation services.
- Place signage outlining COVID-19 expectations from the public.
- Provide User Groups a COVID-19 Safety Plan document outlining District of Summerland protocols and requirements/expectation of user groups who are booking outdoor and indoor spaces.
- Update rental agreement terms and conditions for user group bookings with COVID-19 information as recommended by the Municipal Insurance Association of BC.
- Ensure all user groups have completed a rental agreement and provided required documents including comprehensive liability insurance prior to permitting use of the outdoor space for organized activity.
- Ensure all user groups have completed a COVID-19 Safety Plan.
- Provide site specific COVID-19 Facility Guidelines where applicable.
- Complete a COVID-19 Safety Plan for Recreation Programs outlining District of Summerland, Participant and Instructor/Volunteer Protocols.
- Update Instructor/Volunteer program agreements, and update participant waivers/informed consent forms.
- Complete WorkSafeBC Safety Plans for the Summerland Arena and Summerland Aquatic & Fitness Centre.

## DISTRICT OF SUMMERLAND COVID-19 DOCUMENTS

The District of Summerland COVID-19 documents provide overarching direction for the Parks & Recreation departments. These documents include:

- Return to Work Policy (COVID-19 Safety Plan) 800.23
- Pandemic Preparedness Plan COVID-19
- Exposure Control Plan (ECP) COVID-19
- Safe Work Operating Procedure – Pandemic Response
- Work from Home Policy 800.22
- Return to Work Policy (COVID-19) 800.23
- Occupational First Aid Protocols during Pandemic COVID-19 Pandemic Response (DRAFT)

## IMPORTANT RESOURCES

### PROVINCE OF BRITISH COLUMBIA

B.C.'s Restart Plan: [https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from\\_embed](https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from_embed)

BC COVID-19 Go-Forward Management Strategy: [https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc\\_covid-19\\_go-forward\\_management\\_strategy\\_web.pdf?bcgovtm=20200506\\_GCPE\\_AM\\_COVID\\_9\\_NOTIFICATION\\_BC\\_GOV\\_BCGOV\\_EN\\_BC\\_NOTIFICATION](https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc_covid-19_go-forward_management_strategy_web.pdf?bcgovtm=20200506_GCPE_AM_COVID_9_NOTIFICATION_BC_GOV_BCGOV_EN_BC_NOTIFICATION)

B.C. Go Forward Strategy Checklist: [https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/go\\_forward\\_strategy\\_checklist\\_web.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/go_forward_strategy_checklist_web.pdf)

PHO Orders: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

### HEALTH RESOURCES

Interior Health: <https://www.interiorhealth.ca/Pages/default.aspx>

COVID-19 (B.C.) Provincial Support: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

BC COVID-19 Self-Assessment Tool: <https://bc.thrive.health/covid19/en>

Health Canada Handwashing Guidelines: <https://www.canada.ca/content/dam/phac-aspc/documents/services/diseases-maladies/reduce-spread-covid-19-wash-your-hands/eng-handwashing.pdf>

Health Canada Personal Protective Equipment against COVID-19: <https://www.canada.ca/en/health-canada/services/drugs-health-products/medical-devices/covid19-personal-protective-equipment.html>

Health Canada List of Disinfectants for use against COVID-19: <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>

BCCDC Cleaning and Disinfecting: [http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf)

### POSTERS

COVID-19 Protection: <http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Prevention.pdf>

Physical Distancing: [http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19\\_PhysicalDistancingPoster.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_PhysicalDistancingPoster.pdf)

Handwashing: [http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19\\_Handwashing%20Poster\\_MD%20offices.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_Handwashing%20Poster_MD%20offices.pdf)

Do not enter if you are sick: [http://www.bccdc.ca/Health-Info-Site/Documents/COVID19\\_DoNotEnterPoster.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID19_DoNotEnterPoster.pdf)

Vulnerable Populations: <https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-vulnerablepopulations/covid-19-vulnerable-populations-eng.pdf>

Occupancy Limit: <https://www.worksafebc.com/en/resources/health-safety/posters/help-prevent-spread-covid-19-occupancy-limit?lang=en>

### **WORKSAFE BC RESOURCES**

Returning To Safe Operations: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>

COVID-19 Safety Plan Template: <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

### **SPORT AND RECREATION RESOURCES**

Return to High Performance Sport Framework: <https://www.viasport.ca/sites/default/files/Canada%20-%20COVID-19%20Return%20to%20HP%20Sport%20Framework%20-%20May%202020.pdf>

BCCDC guidance for recreation facilities: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/community-settings/recreation-facilities>

BCRPA Sector Guidelines for Restarting Operations: <https://www.bcrpa.bc.ca/covidguideline>