



## Operational Plan for qplex

### Responsibility – Arenas and Pool – Community Services Department ORANGE

#### 1. INTRODUCTION

- a. The Town of Quispamsis will continue to follow the Provincial State of Emergency, the Provincial Recovery Plan, and the guidance and direction of the Office of the Chief Medical Officer of Health (CMOH) as its recreation facilities are re-opened during the COVID-19 pandemic.
- b. The following document outlines the various roles and responsibilities of ice user groups at the qplex.
- c. Non-medical face masks must be worn upon entering the facility, until the time that the skaters take to the ice.
- a. ***A screening process is required for the arena. Screening and contact tracing are the responsibility of the user.***
- d. Physical distancing measures of 2 metres will be required unless exempted as per CMOH guidelines. Traffic flow and disinfecting measures will be implemented. The Town of Quispamsis will limit access to areas of the facility either due to inability to ensure physical distancing, as per the Mandatory Order, or to manage the facility with limited resources in the face of added requirements in response to COVID-19.
- e. Future phases of this Operational Plan will also follow the Provincial State of Emergency, the Provincial Recovery Plan, and the guidance and direction of CMOH as changes happen.

#### 2. ON-ICE MEASURES

- a. Each group on the ice shall be represented by an organization or oversight agency with an Operational Plan that the group must follow. These plans shall follow the guidance of the Office of the CMOH. Operational Plans shall be provided to the Town of Quispamsis prior to on ice activities and must align with the Town of Quispamsis's Operational Plan and applicable governing provincial or national sport bodies.
- b. The current Provincial Mandatory Order allows sports to be played when done in compliance with the CMOH guidelines. It is recognized that when sports are played that 2 metres may not always be maintained between participants. As per the requirements of the CMHO, a risk mitigation plan must be developed by the group booking ice.
- c. In this Phase return to orange plan, ice use may continue but is limited to practices and/or skill and drills within a single team.

#### 3. OFF-ICE MEASURES

- a. **Lobby area, players entrance and general traffic flow**  
The qplex main lobby will be not be accessible. Parents, guardians, spectators will be permitted access through the player's entrance, then directed to a location for final gear up of the players. They must then proceed upstairs to the designated seats in sections G & H  
Markings and/or signage within the facility has been installed to further limit cross flow of traffic.

Initial \_\_\_\_\_



**b. Amenity access**

During the Orange phase, access to penalty box, timekeepers' box and players benches is restricted.

**c. Signage**

In addition to controlling traffic flow, signage will be posted throughout the facility to emphasize the importance of frequent handwashing and proper hygiene practices.

**d. Spacing between user groups**

Users are to arrive no more than 30 minutes before scheduled ice time and leave no later than 30 minutes following the end of the ice time. No gathering in the parking lot.

**e. Food and beverages**

Food and beverage services will not be available during this phase through the canteen service provider.

Water bottles should be filled prior to coming to the facility. There will be no sharing of water containers. Food is not to be brought into the building: this includes participants, coaches, and spectators/guardians

**f. Storage**

All exercise and/or drill equipment must be sanitized before and after each use (this being the responsibility of the user). There is no storage of equipment on site.

**g. Dressing rooms**

Dressing rooms will be available with limitations in place regarding capacity. Washrooms within the dressing rooms will be available, however they are to be used at your own risk. Showers within the dressing rooms will not be available at this time.

**h. Participants** who can arrive dressed will be directed to an area of the stands to complete preparations for their on-ice activity.

**i. Warm-up areas**

If a group wishes to warm up off ice, they must keep in mind the 30-minute arrival time, and they must warm up outside of the facility or within the allocated dressing room space. No gathering in the parking lot, hallways, or common areas.

**j. Spectators/Guardians**

Spectators/guardians must enter through the player's entrance.

Spectators/guardians will be limited to one per player and must maintain physical distancing of 2 metres while in the arena.

Spectators enter-through the players entrance, register, provide name and phone number for contact tracing as per the Provincial requirements to the team liaison, then follow directional arrows via the dressing room corridor to sections G & H-

Spectators are not permitted to view the activity from any other area within the facility and must always remain seated.

Non-medical masks must always be worn.

Once the ice time is over spectators/guardians will exit the arena from the exit off the track and down through the orange stairwell.

**k. Spitting**

There is no spitting permitted in the facility.

**l. Facility sanitizing**

Frequent cleaning and disinfecting of commonly-touched surfaces, such as interior and exterior door handles and railings, will be completed by the Town staff.

Initial \_\_\_\_\_



Washrooms will be cleaned and sanitized on a regular basis throughout the day by Town staff. All other sanitizing is the responsibility of the licensee or user group, e.g. washroom if utilized. It is strongly recommended that users bring individual hand sanitizer for personal use.

**m. Hand-washing facilities**

Hand washing is available in the public washrooms located off the walking track. Washrooms in the main lobby are closed.

**n. Water fountains** are not available

**o. Employee Interactions**

Physical distancing of 2 metres between employees and the public is mandatory. Being a public facility non-medical mask wearing is mandatory for all. Face masks are always to be worn by employees except when sitting at their desk or break area and 2-meter physical distancing can be maintained.

**p. Employee Screening**

The Town of Quispamsis has implemented a self-screening process following specific screening questions prior to the start of shift, including a temperature check (digital thermometer will be provided to staff).

**q. User Screening**

Users entering the facility are required to document the date, time, and their contact information through a screening process. It will be the responsibility of the group renting the facility to manage this information and supply to Public Health when requested. Any user showing symptoms shall not enter the facility and should immediately return home and call 811.

**4. ILLNESSES OR SYMPTOMS OF STAFF AND USER**

**a. Users** - Should a user develop symptoms during their time in the facility, they must leave the facility immediately and contact 811 and follow their direction.

**b.** Should they be tested and found positive for COVID-19, we will follow the communication protocols recommended by Public Health.

**c. Staff** – If a Staff member develops symptoms of COVID-19, they will leave the facility and immediately contact their Supervisor, Manager or Director. The affected employee will be required to contact 811 as recommended by the Office of the CMOH for the Province of New Brunswick. Additional measures provided by the Town's Human Resources Department will be followed.

Regional Public Health directives will be followed in any instance of an outbreak and ensure contacts are identified, public health measures are in place and will lead any communication that is required.

**5. Closure of the Arena**

A closure may be directed if there is a COVID-19 outbreak, a change in the Provincial Mandatory Order, or in any other case as directed by the Office of the CMOH. The facility will close and cannot reopen until authorized by the Office of the CMOH.

User groups may lose access to the arena if they do not follow this Operational Plan in addition to their own.

Initial \_\_\_\_\_



**6. Acknowledgement of Town's Operational Plan**

- a. User groups will be provided a copy of the qplex COVID-19 Operational Plan and must sign that they have read and agreed to the plan. It is the responsibility of the individual renting the ice to disseminate the information to all their users and ensure that they clearly understand the protocols in place and know what to expect before arriving at the facility.
- b. All groups and/or organizations must also provide an operational plan to the Town of Quispamsis for review and approval.
- c. ***Both operational plans (Town of Quispamsis and Organization/Groups) must be adhered to by the users.***
- d. Individual ice rental users must abide by the qplex operational plan.

**7. Attachment:**

- a. Town of Quispamsis Traffic Flow Plan.

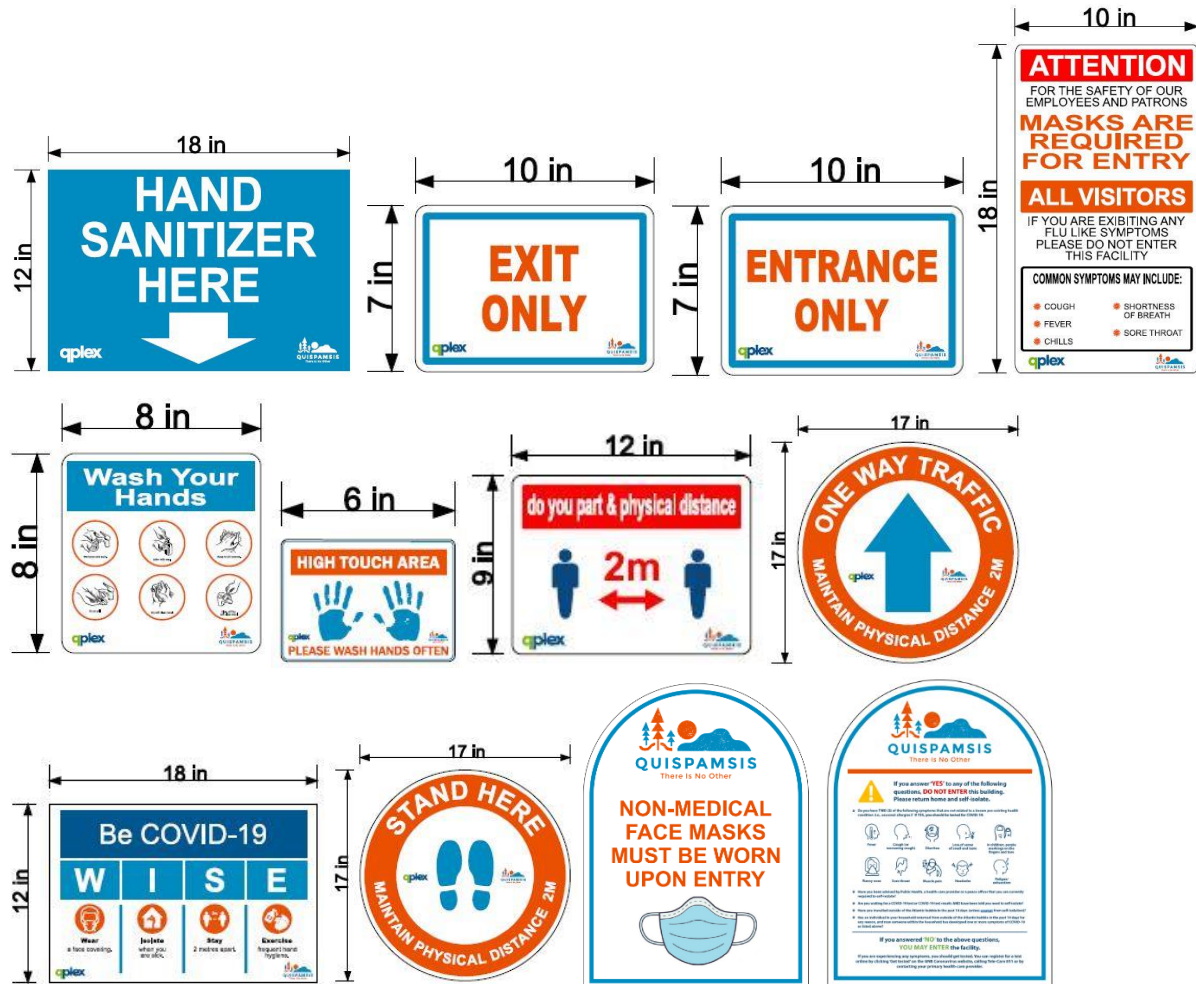
Signature \_\_\_\_\_

Date \_\_\_\_\_

Initial \_\_\_\_\_



Signage has been adjusted to 2m – will adjust on Op Plan.



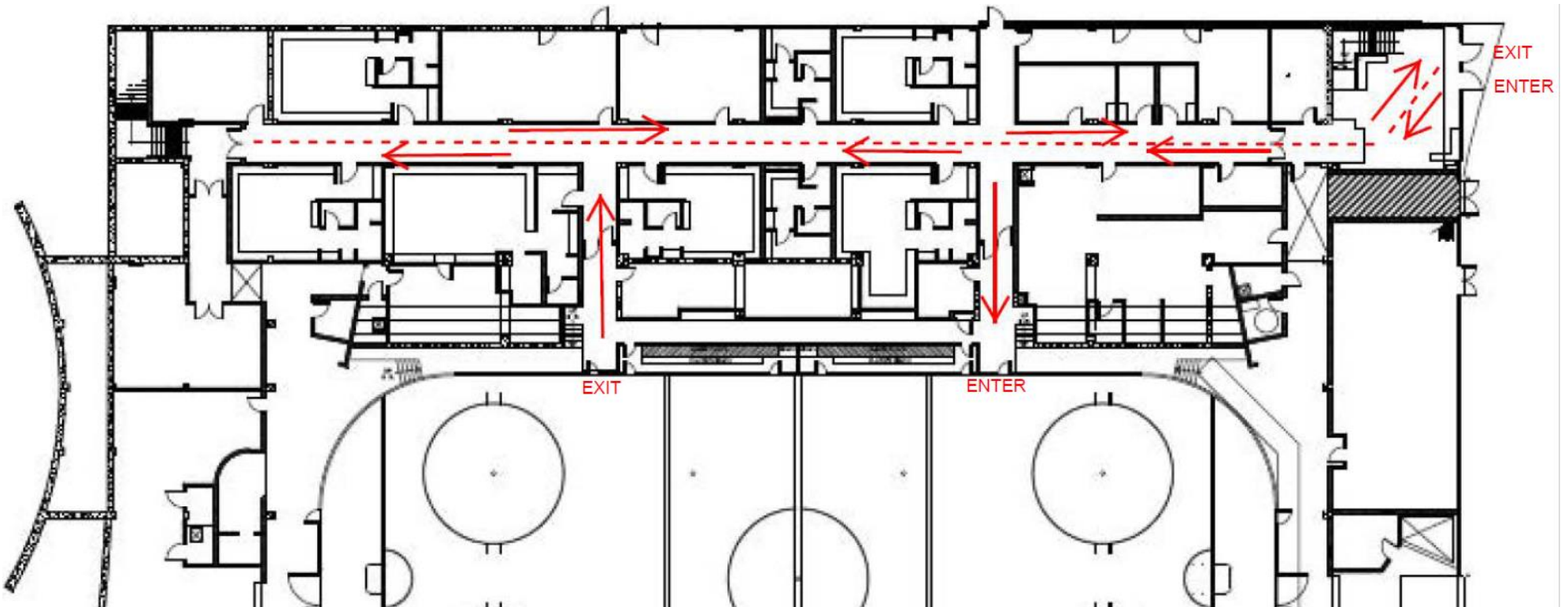
All areas equipped with appropriate signage above.

For dates of sign installation please see sign location checklist I:\12 Rec Sport Cultural 3200-3399\Recreational and Sport Facilities Operations 3270\General info\COVID - 19\Facilities documents\Sign Locations

Initial \_\_\_\_\_



## qplex Lower Level Traffic Flow



Initial \_\_\_\_\_