



Safe Operations Plan for COVID-19 Recovery Interim Amendment 3.0

APPLICATION

- Interim Amendment 3.0 replaces Interim Amendment 2.0
- This Interim Amendment applies immediately and shall continue until the Provincial health orders issued on November 19, 2020 are rescinded
- Current versions of facility-specific Safe Operations Plans continue to be in effect, except that this Interim Amendment shall prevail to the extent of a conflict
- If another policy or procedure specifies a different level of protection, the greater level of protection shall apply

SCOPE

- All City workplaces, facilities, and vehicles, including City Hall, Arena, Museum, Drill Hall, Visitor Centre, Fire Hall, Public Works Shop, Water Treatment Plant, Wastewater Treatment Plant, Cemetery, Riverside RV Park

PURPOSE

- To amend all Safe Operations Plans and other guidance, on an interim basis, in order to implement the Public Health Officer orders and guidance issued on November 19, 2020

SAFETY CONTROL MEASURES

Worker Self-Monitoring

Note: volunteers/employees of another employer occupying a City facility, such as the Museum Society or Visitor Centre, must implement their own policies

- Every day, prior to starting work or entering a work facility, every worker must initial their Health Check declaration. Supervisors must inspect every day that the declarations are being completed. Supervisors must collect the declaration sheets at the end of the period and return to City Hall.
- Entry Check poster must be placed at or inside entrances that a worker or member of the public would commonly use to access a facility
- Extra care and enhanced sanitation must be taken in small office spaces like break rooms and kitchens.



Masks

- Staff should refer to operational guidance provided separately about implementing mask requirements in a safe and respectful way.
- Non-medical masks must be worn by staff and the public in all *public indoor settings* of City facilities. This only applies to areas where the public may enter; restricted areas, such as worker-only areas, are addressed in the next point.
- Non-medical masks must be worn by workers in all shared work areas and areas where physical distancing cannot be maintained, such as:
 - Kitchens
 - Customer counter (e.g. where the area behind the counter is restricted to workers)
 - Workers standing behind plexiglass at a customer counter do not need a mask as long as there is 2m distance between them and other workers
 - Break rooms
 - Hallways
 - Meeting rooms with more than 4 people
 - Shared vehicles
- A face shield is not a substitute for a non-medical mask as it has an opening below the mouth
- A tightly woven fabric is an acceptable face covering in lieu of a mask, provided it covers the nose and mouth
- The following are exempt from the requirement to wear a mask (note that there are other exemptions; contact a manager to confirm, if you are unsure):
 - a person who is less than 12 years of age;
 - a person who is unable to wear a face covering because of
 - a psychological, behavioural or health condition, or
 - a physical, cognitive or mental impairment;
 - a person who is unable to put on or remove a face covering without the assistance of another person;
 - while participating in a sport or fitness activity at a sport or fitness facility (note that this means “on the field of play” for team sports, as defined by ViaSport, and for recreation programming and other exercise, it means “while exercising provided physical distancing of 2.5 metres is maintained”).

Meetings with Non-Employees

- Meetings with Non-Employees should be restricted to essential matters only
- Meetings with Non-Employees should not be held in an office, but instead should be held in a more open area of the facility or outside
- This does not preclude work performed by contractors, although masks will be required when physical distancing cannot be maintained, and appropriate sanitation measures must be undertaken



Recreation

- Spectators are prohibited in recreation facilities
 - The only persons who are allowed to attend except for a participant or player is a person who is required in order to provide care to a participant or player, such as a first aid attendant
- Public swimming and public skating, when applicable, may continue subject to a Safe Operations Plan that meets all guidance
- No travel to, from, or between communities (note: “community” is currently defined as a health authority but is subject to review)
- All high-intensity group exercise is suspended
- Low-intensity group exercise may resume consistent with the *Public Health Guidelines for Group Low Intensity Exercise* dated December 14, 2020, as amended from time to time, provided that the facility’s Safe Operations Plan is updated to implement the new requirements expressed in the *Guidelines*
- All indoor and outdoor team sports for people 19 years of age and older are suspended
- Indoor and outdoor team sports for youth may continue provided the activities are limited to individual drills and modified training activities
- Structured extracurricular activities, including recreational programming, for people under 19 years of age can continue with a Safety Plan in place, under adult supervision, provided it does not involve a performance, recital, or demonstration

Funeral Services

- Maximum of 10 people (including officiants) and must have a COVID-19 safety plan in place
- No receptions