



*Dalhousie*  
New Brunswick • Nouveau-Brunswick

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## **Town of Dalhousie - Covid-19 Directives**

### **Background and Purpose**

As the Government of New Brunswick moves into recovery for COVID-19, it is critical that public health measures are followed to reduce the risk impact of further waves of COVID-19 to the public and to progress towards a 'new normal'. Some services will open sooner than others, depending on level of risk and potential negative impact. A gradual lifting of restrictions, while watching closely for any resurgence, is the best way to protect community health.

During the recovery phase, it is important to understand that this is not business as usual, and that the directives and advice outlined in this document will remain in place until the risk is effectively controlled, which may include availability of specific COVID-19 treatments or vaccine, depending upon how the situation of COVID-19 evolves.

This Operational Plan has been prepared according to the requirement set out by the Province of New Brunswick. An Operational Plan will address public health measures during the COVID-19 recovery in New Brunswick, and outline how daily operations will be managed to meet the additional measures recommended by health officials. An Operational Plan should specifically address physical distancing, cleaning and disinfecting, staying home when sick, hand and respiratory hygiene, and community face masks. This plan is to be reviewed, at minimum, once per month. All employees should read and understand this document.

### **Code of Practice**

The health and safety of employees and residents is the top priority of the Town of Dalhousie. The following Code of Practices will be implemented at each facility operated by the municipality, unless stated otherwise. A Risk Assessment has been performed at each municipal facility.



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## Physical Distancing

- The most effective way to prevent the spread of COVID-19 is to ensure employees and customers practice physical distancing. This requires maintaining at least 2 meters of separation between employees, customers, and visitors.
- Physical distancing of 2 meters between individuals should be maintained at all facilities.
- Gatherings of no more than 50 people, while maintaining a 2 meter distance.
- Cautionary signage will be added in any required facility, advising the public of physical distancing in each facility.
- Cautionary barriers will be installed in any required facility.
- Employees will maintain physical distancing at all times, with no more than 2 people in an office or enclosed area.
- Staggered lunchroom schedules will be established for each applicable facility, ensuring social distancing is maintained.

## Cleaning and Disinfecting

- All employees will be encouraged to clean and disinfect their respective workplaces at a minimum twice per day, or more as required. Common and shared surfaces such as countertops, chairs, light switches, public washroom components, door handles and railings should be identified as areas to be disinfected regularly.
- Any facility that currently receives cleaning on a daily, weekly or monthly schedule will continue to have this schedule maintained, with subsidiary cleaning being added as required.
- Employees will use disposable gloves when cleaning surfaces.



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## Staying Home When Sick

- When applicable, any employee who has the capability of working remotely will be encouraged to do so when experiencing any 2 or more of the following symptoms;
  - Fever above 38 degrees Celsius
  - Coughing
  - Sore Throat
  - Runny Nose
  - Headache
  - Onset of Fatigue
  - Onset of Muscle Pain
  - Diarrhea
  - Diminished sense of smell
  - Diminished sense of taste
- Any employee developing 2 or more of these symptoms while working must immediately notify their supervisor or manager, and leave the workplace when appropriate. Employees are encouraged to dial 811 for instructions when displaying any 2 or more of these symptoms. If an employee arrives to work and is found to be displaying any two or more symptoms at the beginning of their shift, they will be asked to stay home and self-monitor until the symptoms have passed.
- If symptoms are displayed by an employee which the employee feels are unrelated to COVID-19, the employee is encouraged to communicate this with their supervisor or manager. For example, if an employee experiences seasonal allergies that result in similar symptoms outlined above, this information needs to be communicated to their supervisor or manager.



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## **Inch Arran Arena Return to Play Procedures for Ice User Groups**

The following document outlines the various roles and responsibilities of all ice user groups of the Inch Arran Arena. User groups must agree to and comply with these requirements prior to booking ice rentals and throughout their use of the facility.

1. In addition to the requirements set out below, all user groups must be familiar with and in compliance with all of the most recent relevant requirements outlined by the Province of New Brunswick, and their respective Provincial Sport Organization.
2. Prior to booking ice time, all user groups must submit a copy of their return to play operational plan to the Town of Dalhousie for review.
3. Town of Dalhousie staff must be respected at all times, and in regards to the enforcement of the terms and conditions set out within this document. Any abuse or disrespect towards staff, volunteers, other patrons etc. will not be tolerated.
4. Prior to accepting any new bookings, user groups cannot have any fees owing on their account. Cancellations made on behalf of the team/association as a result of COVID-19, will be considered non-refundable.
5. Non-compliance with any of the requirements set out within this document will result in user groups being asked to leave the facility, forfeiting their future ice times, and bookings will be deemed non-refundable.
6. Each team/group must designate a Group Liaison who will be responsible for collecting contact information for all players, spectators and volunteers who are associated with each group booking to assist in contact tracing. For specific and up-to-date requirements within this mandatory order, please refer to the following:  
[https://www2.gnb.ca/content/dam/gnb/Departments/eco-bce/Promo/covid-19/information\\_collection-e.pdf](https://www2.gnb.ca/content/dam/gnb/Departments/eco-bce/Promo/covid-19/information_collection-e.pdf)
  - a. Teams or groups **MUST** submit their contact-tracing list after each event to the Arena Staff prior to leaving the facility.



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7. The province of New Brunswick Covid-19 screening questionnaire (<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/ScreeningEF.pdf>) will be posted at all entrances to the facility. Anyone entering the facility will be required to self-screen and must comply with the instructions set out within the questionnaire. It will be the responsibility of the Group Liaison to ensure that the screening questionnaire has been completed.
8. While on the premises of Inch Arran Arena including but not limited to: parking lot, dressing rooms and all other areas within the facility, all individuals shall wear community facemasks.
9. Only (2) parents or guardians will be permitted in the building with each participant. Unless it is deemed necessary, it is **STRONGLY** encouraged that siblings are not brought into the facility. Any siblings required to be at the facility **MUST** be accompanied by and under the strict supervision of an adult at all times.
10. Hand sanitizer will be provided upon entrance to the facility. All users will be required to sanitize their hands prior to being granted access.
11. Each team or group will be responsible for managing all off ice activity and movement within the facility.
12. User groups will only be permitted in the building 20 minutes prior to their activity or ice time and must exit within 20 minutes after their session. There will be no early admittance to the facility. (Doors shall remain locked until 20 minutes prior)
13. If groups wish to complete a warm-up prior to their booking, it will take place outside of the facility. (Jogging, etc.)
14. All users (including parents and coaching staff) will be required to enter and exit the facility via the designated entry and exit. Signage will direct participants to and from the ice surface and seating area to control the flow of traffic.
15. Access to dressing rooms. Users shall not remove facemasks until such time as the bell rings to signal approval to proceed to the ice. **Minor Hockey:** Players unable to dress themselves must arrive at the arena dressed, 1 parent or guardian can help tie their skates and put their helmet on in the dressing room or staging area.



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16. Designated staging areas where users can finish preparing for their ice time will be clearly indicated.
17. Designated spectator areas shall be indicated. Upon entrance to the arena parents or guardians must proceed directly to the designated seating areas.
18. Washrooms in the lobby area shall be limited to **2 persons at any given time**. It will be the responsibility of each team or group to ensure this limitation is respected.
19. User groups should encourage their participants to bring their own hand sanitizer to be used before and after touching surfaces within the arena.
20. Drinking fountains will not be available for use.
21. Coaches or group leaders will design practices or activities as per their Provincial Sport Organization (PSO) guidelines.
22. Loitering in common areas or in the lobby is prohibited before and after rentals.

### **Special Instructions for Parents or guardians of Minor Hockey Children**

Teams using rooms 1 or 2, parents or guardians must be seated in sections 3, 5 and 7 only.

Teams using rooms 3 or 4, parents or guardians must be seated in sections 4, 6 and 8 only.

Thank you for your ongoing support and collaboration as we work towards a safe return to play for all parties.

*Note: As the COVID-19 pandemic and applicable Public Health guidance is constantly evolving, this document and the requirements outlined within may be amended at the discretion of Town of Dalhousie/Inch Arran Arena. Amended versions will be circulated to user groups as soon as they become available.*

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