



Update: March 15 2021

## City of Maple Ridge COVID19 Facility Safety Plan – Picnic Shelters Policies & Procedures

The City of Maple Ridge (CMR) has developed the following policies and procedures with the purpose of preventing the spread of COVID-19 and safely operating CMR facilities for use. These policies and procedures represent the standards that user groups must meet based on the information from the Provincial Health Officer (PHO), ViaSport, and BCRPA. The City of Maple Ridge will continue to take direction from the advice of the PHO and the Provincial Government.

In this plan “users” includes all persons associated with the booking. This could include volunteers, staff, coaches, instructors, participants, spectators and/or parents.

### PHYSICAL DISTANCING

- All users must maintain a minimum physical distance of 3 metres from each other. This distance must be maintained at all times.
- Activities that cannot maintain this distancing are not permitted.

### GATHERINGS

- Private bookings: The combined number of all users must not exceed 10.
- Organizational bookings with permitted activities: The combined number of users must not exceed facility/space capacity.
- Maximum of 1 booking per day for each location.

### FACILITY/SPACE CAPACITY

Picnic Shelter Location	Max Capacity
Albion Park Upper (6 tables)	24
Albion Sports Complex (2 tables)	8
Allco Park # 1 (4 tables)	16
Allco Park #2 (3 tables)	12
Maple Ridge Park (6 tables)	24
Rieboldt Park (4 tables)	16
Whonnock Lake (4 tables)	16

### HEALTH SCREENING

Before entering into a CMR facility, and throughout the activity, users should self-monitor for symptoms

associated with COVID-19 by using the BC Health COVID-19 Symptom Self-Assessment Tool located here: <https://bc.thrive.health/> and answer the prompted questions, which include:

1. Are you experiencing symptoms consistent with COVID-19 (refer to the link above for the most up to date list of symptoms)?
2. In the past fourteen (14) days have you been outside of Canada or BC?
3. In the past fourteen (14) days have you been in close contact with anyone who is symptomatic or has been diagnosed with COVID-19?

If users answer 'yes' to any of the above questions, they must stay home or leave the facility immediately.

#### **PERSONAL HYGIENE**

- Users should practice proper "hand hygiene" techniques often, as it is the single-most effective way of reducing the spread of infection.
- Proper *respiratory etiquette* should also be followed.
- Touching your face, including eyes, nose or mouth should be avoided and hands washed or sanitized following such touching.
- Users will be responsible for the availability of hand sanitizer and encourage good hygiene amongst its participants.

#### **CLEANING & SANITIZATION**

- Picnic tables and park equipment are not sanitized.
- Users are responsible for cleaning all surfaces including the tables before and after use.
- Users will sanitize their own equipment and do so with their own cleaning supplies.

#### **KEYS**

- Keys are required for some picnic shelters and are picked up/dropped off at the Maple Ridge Leisure Centre.
- User must book an appointment with customer experience staff to set a time to pick up and drop off keys.

Maple Ridge Leisure Centre  
[registration@mapleridge.ca](mailto:registration@mapleridge.ca)  
604-467-7422

#### **CONTACT TRACING**

- The user hereby agrees that personal information provided by the user and/or its participants/members may be shared as necessary for the purposes of contact tracing if the need arises, and the user will obtain consent to such sharing of information from each of its participants/members prior to the first use of the Facilities.
- Events/Single Bookings | User must collect the name and phone number or email address of all attendees and provide the City a list within 24 hours of the booking. The City will keep a copy of the information and destroy after 30 days.

#### **USER GROUP SAFETY PLAN**

- User Groups must submit a safety plan outlining the following:
  - Physical Distancing Procedure
  - Frequent Hand Hygiene Procedure and Communication
  - Cleaning and Disinfection Procedure
  - Adherence to capacity limits
  - Participants who are Ill procedure and communication
  - Communication Plan
  - Training Plan
  - Emergency Procedures