

**TEMISKAMING SHORES PUBLIC LIBRARY
POLICY**

SUBJECT: Mandatory Mask Policy
APPROVAL DATE: September 22, 2021
AMENDMENT DATE: March 23, 2022
REVIEW DATE: 3rd quarter 2025

POLICY NO: Facilities-10
MOTION NO: 2022-23

This policy, provided by the Timiskaming Health Unit, will be in effect whenever the Timiskaming Health Unit deems it necessary to enforce a mandatory masking policy in indoor spaces. If and when the Timiskaming Health Unit removes the policy then the Mandatory Mask Policy is not in effect. When and if they reinstate the policy, the Temiskaming Shores Public Library will adopt the required mandatory or recommended masking policies as provided by the Timiskaming Health Unit.

1. When required by the Timiskaming Health Unit (THU), all employees, visitors and customers are required to wear a mask or face covering upon entering and remaining within the Temiskaming Shores Public Library. In spaces not accessible to the public, masks are required when it may be challenging to maintain a distance of 2 meters from others. The mask or face covering must cover the nose, mouth and chin. Masks must be in contact with the surrounding face without gapping.
 - a. The following persons are exempted from the requirement to wear a mask or face covering and will not be required to provide proof of such exemption:
 - i. Children who are younger than two years old;
 - ii. People who are unable to put on or remove their mask without help;
 - iii. People who have a medical condition that inhibits their ability to wear a mask;
 - iv. People who are receiving accommodations according to the *Accessibility for Ontarians with Disabilities Act, 2005* or the *Human Rights Code*;
 - v. People who meet other exemption criteria listed on the province's website;
 - b. Temporary removal of the mask or face covering is permitted where necessary for the following purposes:

- i. Actively engaging in an athletic or fitness activity, including water-based activities;
 - ii. Consuming food or drink;
 - iii. For any emergency or medical purpose.
 - iv. Other exceptions listed on the province’s website that apply to your business or organization.
2. When required by the THU, this policy will be implemented and enforced in “good faith” to promote mask use in enclosed public spaces.
 - a. Persons with exemptions listed under 1a) are not required to show proof of exemption.
 - b. Signs about the requirement to wear masks or face coverings shall be posted at all public entrances.
 - c. Persons entering or remaining without a mask or face covering will be given a verbal reminder of the policy’s masking requirement.
 - d. Employees will be trained on the policy, including where and how to properly wear a mask or face covering, and how to help and respond to customers who do not have a mask or face covering.
 - e. A copy of this policy will be made available on request to a public health inspector or other person authorized to enforce the EMCPA.
3. When required by the THU, staff must be protected when interacting with unmasked people.
 - a. Staff can be protected by the use of impermeable barriers, distancing, or eye protection.
 - b. Businesses may decide to refuse entry to exempt individuals.
 - c. There are no exemptions when it comes to protecting staff.
4. When recommended by the THU, accommodations for people who cannot wear masks should be provided, if possible.
 - a. Accommodations may include curbside pickup, placing orders curbside, delivery, and/or other accommodations.
5. When the Mandatory Masking Policy is required by the THU, and where a conflict between their policy and the provincial masking requirements exists, the more stringent requirement will be used.

(March 23, 2022)