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**City of Temiskaming Shores  
Waterfront Pool and Fitness Centre  
COVID-19 Operations Plan  
Version 1.0  
December 20, 2021**



City of Temiskaming Shores  
Waterfront Pool and Fitness Centre  
COVID-19 Operations Plan

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## **1.0 GENERAL**

The City of Temiskaming Shores has combined version 3.3 of the Pool COVID-19 Operations Plan and version 3.5 of the Gym COVID-19 Operations Plan into this document. The new COVID-19 Operations Plan for Waterfront Pool and Fitness Centre was released as version 1.0 on December 20, 2021. The measures under which both areas of the facility operate are included within this document.

Any questions about the rules and regulations contained within can be forwarded to:

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### **1.1 Screening and Contact Tracing**

The City of Temiskaming Shores is required to conduct screening and contact tracing of all members of the public who enter the facility. Anyone entering the facility shall complete the required form at the front entrance before continuing into the facility.

Directions on the screening and contact tracing form must be followed. If you answer "Yes" to any of the questions you shall NOT enter the facility.

### **1.2 Proof of Vaccination**

Proof of Vaccination: Customers will be required to show facility staff proof of vaccination for COVID-19 as per the City of Temiskaming Shores Recreation Facilities Vaccination Policy. Anyone who is 12 years of age or older must show proof of vaccination to enter the facility.

Beginning January 4, 2022, everyone who must show proof of vaccination to enter the facility must provide a QR code to be scanned by staff. Vaccination receipts without a QR code will not be accepted. Beginning January 10, 2022, anyone with a valid medical exemption must also show a QR code to enter the facility.

### **1.3 Masks**

Mask usage is important to protect yourself and others from COVID-19. At the Pool and Fitness Centre a mandatory masking policy is in place. Everyone entering the facility shall wear a mask which covers their nose, mouth and chin. Masks must stay on at all times while in the facility except when engaging in physical activity, when in the water or

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in the shower. Masks must be worn while moving from station to station within the gym and staff will remind patrons to wear their masks appropriately.

## **1.4 Physical Distancing**

Physical distancing of 2m must be maintained at all times while in the facility. This includes while in the lobby, changerooms and pool deck. The only exceptions are during recreation or sport activities such as swimming where physical distancing is recommended.

## **1.5 Ventilation**

The Waterfront Pool and Fitness Centre provides ventilation and filtration for all areas of the facility through a centralized HVAC system. The City of Temiskaming Shores utilizes MERV-13 filters for all HVAC systems throughout the municipality. Additionally, systems are checked frequently by licensed staff to ensure they are working optimally and have been calibrated to utilize the largest percentage of fresh air as possible depending on system capabilities.

Within the Waterfront Pool and Fitness Centre, an Austin Air HM 400 portable HEPA filter has been installed in the upper gym overlooking the squash court. This device has been set to run at full power 24/7 which will provide a continuous clean air delivery rate (CADR) of 400.

## **2.0 POOL**

### COVID-19 safety measures at the Waterfront Pool/Fitness Centre

The City of Temiskaming Shores – Recreation Department has collaborated with Timiskaming Health Unit, and Lifesaving Society to incorporate public health prevention and mitigation measures that help reduce the risk of spreading COVID-19.

### **2.1 What you can expect**

- Arrive and exit the Fitness Centre wearing your mask.
- Health screening must be completed at the front entrance. Screening can be completed by filling out the appropriate form or by asking the front desk attendant for assistance.
- Follow the directions on the screening and contact tracing form. If you answer “Yes” to any of the questions you shall NOT enter the facility.
- Remove your outdoor shoes and store them in the shoe cubbies or store them with your belongings.
- Check in with the front desk with your membership card or payment, debit and credit are preferred. Anyone not scanning a membership card must provide their contact information including time of arrival.
- Provide your proof of vaccination and personal ID to the front desk before proceeding to the changeroom area.
- Masks must be worn upon entry, exit, in change rooms and pool deck. Masks can be removed once you enter the pool and must be put back on as you leave the pool area.

Plexiglas shields installed around the front desk to protect workers and users.

We encourage swimmers to use goggles however, snorkels will not be allowed.

Swimmers are encouraged to bring their own equipment for their use or the pool does loan life jackets, flutter boards, life belts and Children’s toys.

### **2.2 Change rooms**

All patrons will enter into the adult or children change rooms. Every bather must first take a shower or bath using soap and warm water before entering onto the deck. This is a regulated expectation for all bathers which also include public and staff (*Ontario Health Protection & Promotions Act, Reg 565 s.15.*).

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Patrons may lock up their belongings in the lockers and enter the pool area. The public is responsible for following regulations while using the changerooms, including, wearing masks until you enter the water.

On pool deck, patrons may remove their masks and enter the pool.

After the swim, pool patrons will exit through the adult or children's change rooms. The public is responsible for following regulations while using the changerooms, including, wearing masks on pool deck and changerooms until you exit the facility.

Capacity for the changerooms will be set at a maximum of 4 people or the number who can maintain physical distancing of 2m from those outside their household. Whichever is less.

## **2.3 Hot Tub**

The hot tub is open during public, lap and adult swim times. The maximum capacity is 10.

## **2.4 Additional Pool Rules**

- Masks are required when entering the facility but are to be removed prior to entering the water.
- The use of goggles is encouraged to avoid contamination.
- Snorkels will be prohibited from use.
- Bathers shall not spit, cough, urinate or blow their nose in the water.
- Patrons in need of assistance due to physical limitations should receive help from a family member.
- Lifeguards will be wearing masks while actively on-pool deck, while speaking with customers & completing first aid.

## **2.5 General Swim Times**

During Adult swim time, one side of the pool will be for lap swimmers while the other side will be for people wanting to walk, tread water and exercise. The maximum number of adults will be 10.

Non-swimmers aged 9 and under, and all children aged 6 and under must be accompanied by a participating adult or youth, at least 14 years of age, responsible for the direct supervision of the child and actively swimming within arm's reach at all times.

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Children aged 7, 8, 9 and 10 must be tested to demonstrate their ability to swim 25 metre uninterrupted in order to be permitted to swim unaccompanied.

The capacity for family and public swims is 50 swimmers.

Patrons will not need to call in to book their spot, it will be on a first-come-first-served basis.

## **2.6 Swimming lessons**

While measures to attempt to control the risks of the transmission of COVID-19, parents, participants and staff need to be aware and understand, that there are still risks with participating in a swimming lesson.

**Starting in the January 2022 Session** the class numbers will increase and parents will not be required in the pool accompanying their child.

- Parent and Tot will allow 8 participants
- Preschool A to Preschool D will allow 4 participants
- Swimmer 1 & 2 will allow 6 participants
- Swimmer 3 will allow 8 participants
- Swimmer 4 to 6 will allow 10 participants
- Rookie/Ranger/Star will allow 10 participants

Arrangements for Swimming Lessons will be adapted to local conditions and regulations at the time of setup. If you have any questions, please contact the PFC at 705-647-5709.

## **2.7 Aquafitness**

The pool will be offering morning aquafitness classes starting September 8th 2021. Classes will run Mondays, Wednesdays and Fridays from 9:00am to 9:45am. Class capacity for aquafitness will be 20. Patrons will not need to call in to book their spot, it will be on a first-come-first-served basis.

## **2.8 Pool Rentals**

All pool rentals including the renter and all swimmers shall follow the provisions laid out within this plan unless covered by an approved Provincial Sport Organization (PSO) COVID-19 Return to Sport Plan. Any rentals utilizing a PSO COVID-19 Return to Sport Plan must provide a copy of the plan to the Superintendent of Programming and receive written approval from PFC management.

## **2.9 Cleaning and Disinfecting**

Cleaning and disinfecting high traffic and common use areas has always been a critical element of the safe operation of the Waterfront Pool and under the current set of circumstances this practise will take on an even bigger sense of urgency. The cleaning staff will be cleaning and disinfecting more frequently depending on usage. Surfaces and object in public places will be cleaned and disinfected before each use such as high touch surfaces including tables, doorknobs, countertops, handles, desks, toilets, faucets, sinks, change stalls lockers.

## **3.0 GYM**

### **3.1 General Restrictions**

- Controlling Access: Access to the facility is restricted to those who are actively working out.
- Limiting occupancy: The number of patrons allowed into the facility is 40 people.
- Signage: Signs have been posted at all entrances to notify patrons that they should not enter if they have symptoms of COVID-19. Signs have been posted throughout the facility to make patrons aware of the enhanced sanitation procedures (including reminders for members to wipe equipment before and after each use), and any other instructions and limitations, as applicable.
- Screening Patrons: Everyone entering the facility is required to self-screen themselves before entering, show proof of vaccination against COVID-19 and show personal identification.
- Screening can be completed by completing the sign-in form at the entrance of the facility.
- Follow the direction on the screening and contact tracing form. If you answer “Yes” to any of the questions you shall NOT enter the facility.
- Patrons will be required to conduct their workout and exit the facility without unnecessary delay.
- Closed Amenities: Towel service, Saunas.
- Locker Room Use: Masks must be worn by everyone inside the changerooms. Capacity is 4 people per changeroom.
- Water Fountains: Customers will be advised to bring their own filled water bottles or use touchless filling stations provided by the facility.
- Proof of Vaccination: Customers will be required to show facility staff proof of vaccination for COVID-19 as per the City of Temiskaming Shores Recreation Facilities Vaccination Policy. Anyone who is 12 years of age or older must show proof of vaccination to enter the facility.
- Beginning January 4, 2022, everyone who must show proof of vaccination to enter the facility must provide a QR code to be scanned by staff. Vaccination receipts without a QR code will not be accepted.
- Masks: Masks must be worn at all times while in the facility, except while actively engaged in physical activity. This includes while moving from one workout station to the next. If you cannot wear a mask we kindly ask that you contact us to consider a membership freeze.

## **3.2 Cleaning and Sanitizing**

Fifteen (15) minutes of dedicated cleaning time and fogging is scheduled twice per day (early morning and after closing). This time will be used to clean and disinfect the entire facility.

Our employees have adopted a “constantly cleaning” mind set, ensuring special attention is always given to high touch surfaces.

Members and non-members will be required to wipe down their equipment BEFORE and AFTER each use. To make this convenient, additional spray bottles and disinfectant stations will be strategically placed throughout the Fitness Centre.

Staff who are undertaking deep cleans will be provided with PPE such as gloves, masks, apron and goggles. Cleaning logs will be provided to staff.

Use of appropriate disinfectants: The Fitness Centre has verified that all disinfectant(s) to be used are effective against SARS-CoV-2. The Waterfront Pool Fitness Centre will be using Avmor Ecopure EP-50 (DIN: 02340321) and HypOCl<sub>n</sub> (DIN: 02410605, 02362546) to disinfect surfaces within the facility. The Waterfront Pool Fitness Centre will also use a 500 parts per million chlorine disinfectant solution of bleach and water. To make a solution of this concentration: mix 1-part bleach to 99 parts water (e.g., mix 10 ml bleach (5.25%) with 990 ml water).

Verification has taken place as follows:

- Confirmation of disinfecting qualities by checking Health Canada’s website to identify disinfectants have been reviewed and confirmed to be effective against SARS-CoV-2.
- Contact the disinfectant supplier or manufacturer to identify if the disinfectant has been confirmed to be effective (if necessary).

## **3.3 What to Expect at the Fitness Centre**

- Arrive and exit the Fitness Centre wearing your mask.
- Health screening and check-in must be completed at the front entrance.
- Follow the directions on the screening and contact tracing form. If you answer “Yes” to any of the questions you shall NOT enter the facility.
- Remove your outdoor shoes and store them in the shoe cubbies or store them with your belongings.
- Check in with the front desk with your membership card or payment, debit and credit are preferred. Anyone not scanning a membership card must provide their contact information including time of arrival.

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- Provide your proof of vaccination and personal ID to the front desk before proceeding to the changeroom/workout area.
- Equipment is located in all of the weight rooms along with the Lakeview Room to be able to maintain 2m of physical distance throughout your workout.
- Please wipe equipment down before and after use. Cleaning solutions will be located in each room.
- Exit the building wearing your mask at the end of your workout.

### **3.4 Fitness Centre Hours of Operation**

Monday to Friday: 6:00 am to 8:30 pm

Saturday: 8:00 am to 6:00 pm

Sunday: 10:00 am to 4:30 pm

### **3.5 Amenities and Equipment**

Permitted Areas for Use: The following areas of the Pool and Fitness Centre are available for use:

- Main Level Fitness Room
- Lakeview Room
- Iron Room
- Crossfit Room
- Squash Court
- Public Washrooms
- Changerooms
- Showers

Water Fountains: Members are encouraged to bring a pre-filled water bottle for their workout. Water fountains will be equipped with bottle fillers but members are not permitted to drink directly from the water fountains.

General Workout Areas: Wipe down equipment before and after use.

Foam Rollers, Bands, Mats: Foam rollers, bands and mats are not available to members at this time. Members are encouraged to bring their own small equipment, to use if needed.

Towel Service has been closed for the time being until further notice. We are sorry for the inconvenience.

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**Reception Desk:** Only one staff member will be behind the reception desk at a time and is only able to assist one customer at a time. To ensure staff safety we have installed protective barriers around the reception desk.

**Personal Training:** In order to reduce the potential for contact and/or movement around the Fitness Centre, please ensure the below guidelines are followed at all times:

- All personal trainers will be required to wear a mask when training with clients.
- To ensure proper physical distancing measures, no physical contact will be permitted in personal training sessions. Contact must not occur unless needed to ensure safety and prevent injury.
- Handshakes and physical greetings are not permitted.
- Clients must be prepared to handle their own weights and equipment. Workouts must be modified so as not to require spotting. Alternatives such as bands must be used in place of assisted stretching.
- Personal training can only take place on the general workout floor areas such as Lakeview Room, Iron Room, Crossfit Room, Upper gym area.
- All equipment used must be cleaned before and after use.

### **3.6 Squash Play**

- Players must wear a mask when entering and exiting the club or facility. There must be hand sanitizer, hand tissues and garbage bins with disposable liners available outside of, but in close proximity to, the courts.
- Courts must be booked in advance with sufficient time in between court times for sanitation purposes, and to ensure that players have adequate time to enter and leave the facility. Players must enter the squash court area a maximum of 5 minutes before their court time and exit immediately after finishing practice.
- Players can bring their own equipment including racquet, ball, safety glasses, towel and water bottle. Players can keep their belongings inside the court underneath the tin. If equipment is required, players can rent racquets, ball and safety glasses which will be disinfected by staff between each use.
- Any accompanying adult must remain outside of the court and wear a mask.
- When on court, players should avoid touching any of the walls, floors, other surfaces and their face.
- Exit the court when time is up.

## **3.7 Frequently Asked Questions**

### **What is The Waterfront Pool Fitness Centre doing to mitigate the risk of COVID-19 transmission in its Facility when it reopens?**

The WPFC has embarked on an unprecedented effort to ensure our facility is as safe as possible for all our members and non-members. Reopening the WPFC is a complex undertaking that must be handled with the utmost care. As such, we have consulted a variety of experts in infection prevention and control and sanitization to ensure the reopening of the WPFC aligns with or exceeds the recommendations and standards put forth by all levels of government. Our plan is focused on three main areas: ensuring physical distancing, reducing capacity levels in our facility, and enhanced cleaning and sanitization practices.

Our new health and safety standards will be updated regularly. It is important to recognize that public health information and provincial orders can change quickly. We will be doing everything we can to update our plans and website as quickly as possible in response to these changes.

We're in this together, and we need to work together to keep everyone healthy and safe. By taking care of those around us, we are also taking care of our community. We look forward to welcoming you back.

### **I am uncertain about all of these changes and the impact they will have on my gym experience. Will you be lessening any of these measures soon?**

We are dealing with unprecedented circumstances and are doing everything we can to ensure the WPFC is as safe as possible, while we continue to provide an exceptional fitness experience for our members. These changes are temporary and we do hope we will be able to resume our regular operations soon; however, we will only do so once it is safe, following the guidelines and recommendations from local government and public health officials.

### **With some amenities closed or restricted, will you be reducing membership fees?**

We are not reducing membership fees however, any time that the facility is closed, all memberships will be extended by the same duration.

### **Despite all the safety measures you have put in place, I still don't feel ready to come into the WPFC when it opens. What are my options?**

People join the WPFC because they want to be and feel healthy, happy and strong – physically and mentally. In pursuit of the good life, they often find a sense of community that keeps them coming back.

Even with our investments in safety, we recognize that these are unique and challenging times and that everyone's personal situations are different. You trust us with

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your health and fitness goals and, if you aren't ready to come back to our facility just yet, we understand. That is why we are offering a temporary membership freeze to any member who requests it.

**Are these changes to your protocols permanent?**

We are dealing with unprecedented circumstances and are doing everything we can to ensure the WPFC remain as safe as possible while we continue to provide an exceptional fitness experience for our members. These limitations to our amenities and services are required to ensure we are offering the safest facility environment possible and complying with government regulations.

We will continue to monitor the system and your feedback and update our procedures where needed; however, we will only do so once it is safe, following the guidelines and recommendations from local government and public health officials.

**How will the WPFC determine when it is safe to re-open any closed amenities/service?**

We are closely monitoring all provincial and federal health guidelines to ensure the safety for all our members and staff. We will only reopen closed amenities/services when it is safe to do so based on these guidelines and following the recommendations of local public health officials.