



TOWNSHIP OF WILMOT

2020 Information Package

Arena Use - COVID

Parks, Facilities and Recreation Services
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Thank you for renting one of Wilmot Township's Facilities. Please take a moment to review the information below as it contains important information pertaining to the Township of Wilmot regulations regarding your rental and the COVID Pandemic.

COVID Specific Info

1. Prior to entering any Township Facility, all visitors must adhere to the following guidelines:
 - Stay home if you are not feeling well, have been in contact with a confirmed or probable case of COVID-19; or have recently travelled or been in close contact with someone who has travelled in the past 14 days
 - Use proper hygiene and wash hands frequently
 - Practice physical distancing (2 meters)
 - Masks must be worn in the facility except when on the ice
2. Parking Lot Entrance
 - All rental users are to park in the main parking lot at the front of the WRC. This will bring you close to the only approved facility entrance.
 - Do not stop in the front doors for drop-off. Please use the drop off and pick up zones or a parking spot.
3. Entrance/ Exit Doors
 - All Arena facility users are required to enter and exit at the Arena Entrance located at the front of the facility.
 - All other doors are not approved for entrance to the facility at this time and will be kept locked.
 - Permit holders are not permitted to use other facility doors for entrance or exit to the facility, with the exception of emergency evacuation of the facility.
 - Outside doors may not be propped open.
4. Entrance Process
 - All attendees for your ice rental will need to be documented for Covid contact tracing purposes. This includes all attendees on the ice, coaching staff, parents and guardians. These records must be kept by the permit holder for a minimum of four (4) weeks and users must be made aware that these records must be shared with Waterloo Region Public Health if necessary.
 - Your Facility Rental Permit MUST be presented to staff prior to entrance into the building.
 - All participants should self-screen prior to entering the facility and will be actively screened by the permit holder or designate at the entrance door.
 - Front doors will remain locked at all times. The permit holder or designate will be let in and actively screened by staff 15 minutes prior to the rental time. All other participants and coaches are required to wait outside until the permit holder or designate has been screened. The permit holder/designate will then be responsible for actively screening

their participants. If a parent/guardian will be permitted, the permit holder/designate will be required to screen them as well. A list of all rental participants, parents/guardians and coaching staff must be maintained for 4 weeks.

- No re-entry will be permitted once you have entered the facility.
 - Please use the hand sanitizer that is provided at the entrance and exit of the facility.
 - Please follow all signage, distance markings, stanchions and other barricades placed to assist with spacing and proper facility flow paths throughout the facility.
5. Entrance/Exit Time – Entrance is permitted 10 minutes prior to the start of your rental. Early admittance is permitted for (2) Coaches and (2) Goalies, with an accompanying parent each – 15 minutes prior to rental start time. All participants must vacate the building within 5 minutes of the end of your rental to allow for cleaning prior to the next group arriving.
 6. User Group Office Space- this space will only be available during your rental period or by appointment. There will be no unauthorized use of this area. Physical distancing requirements still apply within office spaces for both coaches and participants.
 7. Dressing Rooms
 - Dressing rooms will be closed.
 - Limit your belongings and do not bring valuables.
 - The showers will not be available for your use after your ice rental. Please shower at home.
 8. Changing of equipment location process
 - Coaches and participants are to come dressed for your ice rental, other than skates.
 - Once at the designated chairs in the arena, please put on skates. Place all items, including shoes into your bag.
 - Goalies should use designated goalie dressing area to get equipment on. They should come dressed in their under garments and be dressed as much as possible prior to entering the facility.
 - Bags are to be left in the designated area and all belongings are to be taken home by the participant. There will be NO lost and found, anything left behind will be discarded.
 9. Dropping off participants and drop off zones
 - The rental group is responsible for developing a drop of/pick up protocol that is reviewed by the Township.
 - When dropping off a participant, use a parking space. Do not drop off participants in the fire exit in front of the building.
 - You may also use the designated drop off location located beside the arena.
 10. Parents/Attendance
 - The Rental Group is responsible to determine if a parent/guardian is allowed inside the facility. This information must be included in their COVID mitigation plan and provided to the Township.
 - If a parent/guardian is allowed inside the facility, only 1 parent/guardian is permitted in the facility per family and they must wait in the lobby during the ice rental time.

- If a parent/guardian has an sibling accompanying them, the sibling is only permitted to enter the facility to tie skates/assist the participant in getting ready, and then both the parent and sibling must leave the facility immediately following.
11. Conduct of Parents or Guardians and where they are permitted to wait in the facility:
- The stands are closed for spectators; approved parents/guardians may wait in the designated lower lobby. Do not move tables or chairs, they are positioned 2 meters apart.
 - No food or drink is permitted in the facility. Water in plastic bottles is permitted for participants (no fountain use).
 - Spectators not following physical distancing requirements may be asked to leave the facility, along with the participant that they are responsible for.
 - Everyone entering the building must go through the screening process each time they enter. Contact information must be on record with the Rental Group to allow COVID-19 contact tracing by Public Health.
12. Items allowed in the facility (bags, food, beverage)
- Bring your own equipment and water in a plastic bottle.
 - Small bags for personal belongings permitted, please do not bring full hockey bags into the facility.
13. Warm ups and dryland training are NOT permitted in the facility or in the parking lot.
14. Team Sports and Live Sporting Events
- Prolonged or deliberate contact while playing sports is not permitted.
 - Amateur and recreational sports leagues may resume so long as they do not allow prolonged or deliberate physical contact between players or if they have modifications to avoid physical contact between players.
 - Leagues must contain no more than 50 participants total. If participants in a league exceed 50, the league may divide into smaller groups of no more than 50. Players are not yet permitted to play against players outside of their league or group.

COVID-19 Terms and Conditions

Covid-19 Waiver for Facility Rentals

The Township is committed to providing a safe, clean environment. To accomplish this goal, we look forward to working with all stakeholders in respecting the controls being put in place to ensure that all who enter, and leave our facilities remain healthy.

Rental Group Responsibilities:

- The renter is responsible for ensuring all Public Health and municipal guidelines are followed, including enforcement of physical distancing of 2m or 6ft for all participants and coaches.

- The renter is responsible to develop and implement a COVID mitigation plan and ensure that it is adequate for your intended use and the mitigation of COVID related risks associated with the intended activities. In addition, any liability associated with these measures or alleged failures to protect attendees/third parties stemming from the rental/booking is not the responsibility of the township.
- Rental Groups must develop and provide the applicable mitigation plan protocol and behaviour expectations developed by the Rental Group to all participants and support guardians associated with the rental.
- Rental groups are responsible for ensuring their COVID-19 protocols are updated regularly to meet current Health Regulations and Government guidelines related to COVID- 19.
- When reporting accidents or incidents to the Township, possible contracting or exposure to COVID or viral infection arising from your rental must be documented on the incident/accident report form. This form must be submitted to Township staff immediately once notified the incident has occurred.

Prior to entering any Township Facility, all participants and visitors must adhere to the following guidelines:

- Please stay home if you are not feeling well, been in contact with a confirmed or probable case of COVID-19; or have recently travelled or been in close contact with someone who has travelled in the past 14 days
- Use proper hygiene and wash hands frequently
- Always practice safe physical distancing (2 meters)

Rental Conditions:

Rental agreements may be cancelled due to force majeure (in particular due to COVID), should there be a cancellation of your rental permit due to any such cause, the Township of Wilmot will not be responsible for any costs whatsoever associated with the cancellation.

Any liability associated with these measures or alleged failures to protect attendees/third parties stemming from the rental/booking is not the responsibility of the Township. If you have purchased your liability insurance through Gameday, the renter and participants must be made aware that they have excluded coverage for COVID or viral infection losses, and that a lack of insurance coverage does not prevent possible actions being commenced against you for the use of our facilities/outdoor spaces.

The Renter agrees to hold and save harmless The Township of Wilmot for any actions, claims or proceedings for injuries, damages, personal loss or other loss, caused by the negligence of The Renter and guests of The Renter for use of Township premises arising out of this said rental contract.

