



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
AGENDA - ELECTRONIC MEETING - ZOOM
WEDNESDAY, DECEMBER 16, 2020 - 7:00 P.M.**



1. Call to order by Chair

2. Additions/Deletions/Approval of the Agenda

Moved by----- Seconded by----- That the Agenda be approved as circulated.
Carried.

3. Declaration of Pecuniary Interest or Conflict of Interest

4. Approval of Draft Minutes - November 10, 2020

Moved by----- Seconded by----- the minutes of the North Dufferin
Community Centre Board of Management held on November 10, 2020 be approved as
circulated. Carried

5. Business Arising from the Minutes

6. Facility Manager's Report

7. General Business

1. Financial
 1. Accounts Payable

Moved by----- Seconded by----- the accounts in the amount of
\$10,187.53 be received as presented. Carried

2. A/R update
3. YTD vs. Budget comparison
4. 2021 Budget - Figures to be included in the 2021 Budget
2. NDCC Meeting Dates 2021

Moved by----- Seconded by----- that the NDCC Meetings Dates
for 2021 be approved. Carried

3. COVID-19; Moving into Red Zone
4. Other
5. Unfinished Business
 1. Generator Switch for Mobile Generator

8. Information

1. Two emails from Heather Boston regarding Grant possibilities
2. Motion Passed at Melancthon Council Meeting December 10, 2020

Moved by----- Seconded by----- be it resolved that Items 8.1 to
8.2 be received as information. Carried.

9. Notice of Motion

10. Confirmation Motion

Moved by ----- Seconded by ----- that all actions of the Members and Officers of the NDCC Board of Management with respect to every matter addressed and/or adopted by the Board on the above noted date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried

11. Adjournment and Date of Next Meeting - Wednesday January 13, 2021 - 7:00 - 9:00 p.m.

Moved by _____ Seconded by _____ that we adjourn the NDCC Board of Management meeting at _____ p.m. to meet again Wednesday January 13, 2021 at 7:00 p.m. or at the call of the Chair. Carried.



REPORT TO NDCC BOARD OF MANAGEMENT

TO: Chair Tupling and Members of the Board
FROM: James Woods, Arena Manager
DATE: Dec 10/2020
SUBJECT: Managers Report

PURPOSE

The purpose of this report is to update the NDCC Board of Management with any concerns/issues with the Arena. Also, to report completed projects since the last meeting and goals to be completed for the next meeting.

BACKGROUND & DISCUSSION –

Purchased signs for outside to read Exit Only and Entrance Only and Installed.
Purchased from Noble -Float for the Compressor room and Air filters.
Picked up new thermostat for compressor room at The Township Office.
Belt for Dehumidifier North West Unit.
Nabco repaired all steel entrance and exit doors main entrances.
Delmar Electric repaired breaker upstairs for the Dehumidifier North West unit.
Replaced ballast on Arena floor and purchased two boxes of ballasts.
Removed emergency generator switch from inside compressor room to outside the Zamboni room.
Water Sample for testing to Township Office.
Contacted Township Works Dept. for the third time to install barrier for the Propane Tank at the back of Arena.
Still waiting for Zeke Air to do annual preventive maintenance for the hot water units, furnaces, and the air to air exchange unit since Sept.
Ongoing compliance for the Covid19.
Took Edger to Olympia Company in Elmira did a much needed overhaul (Nothing had been done since I started) except I changed the oil and greased unit and changed spark plug yearly.

FINANCIAL IMPACT –

See invoices on Agenda.

RECOMMENDATION-

Recommend another Company to do our preventive maintenance program.

Respectfully submitted:

James Woods

James Woods, Arena Manager

#6
DEC 16 2020

Accounts Payable

November AP Listing

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2020 to 12/10/2020 Paid Invoices Cheque Date 11/01/2020 to 12/10/2020

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000050 2638451 ONTARIO INC./LATTE 1639		BASIN TAPS AND SUPPLIES	000422	11/15/2020	11/18/2020	464.97
		01-2000-7220 BASIN TAPS AND SUPPLIES				464.97
000046 BARCLAY WHOLESALE LTD. 36300		ULTRALYTE 4L	000414	11/02/2020	11/05/2020	494.94
		01-2000-7220 ULTRALYTE 4L				494.94
000046 BARCLAY WHOLESALE LTD. 36294		TOWEL DISPENSER	000414	11/02/2020	11/05/2020	0.11
		01-2000-7220 TOWEL DISPENSER				0.11
000046 BARCLAY WHOLESALE LTD. 35968		WINDOW CLEANER/HAND SOAP	000414	10/26/2020	11/05/2020	61.43
		01-2000-7220 WINDOW CLEANER/HAND SOAP				61.43
000046 BARCLAY WHOLESALE LTD. 36179		40" CAN/GARBAGE PICKER	000414	10/26/2020	11/05/2020	53.68
		01-2000-7220 40" CAN/GARBAGE PICKER				53.68
000046 BARCLAY WHOLESALE LTD. 36310		BLADE SHARPENING	000414	11/02/2020	11/05/2020	68.37
		01-2000-7240 BLADE SHARPENING				68.37
000046 BARCLAY WHOLESALE LTD. 37210		ZAMBONI SPREADER CLOTH	000430	12/07/2020	12/08/2020	95.99
		01-2000-7220 ZAMBONI SPREADER CLOTH				95.99
					Vendor Total	774.52
000005 DELMAR ELECTRIC 13583		REPLACE 2 BALLASTS OVER ARENA	000418	09/30/2020	11/13/2020	384.27
		01-2000-7220 REPLACE 2 BALLASTS OVER ARENA				384.27
000052 DUNWOOD SIGNS AND TEXTI 6034		24X18 COVID - MASK SIGNS	000415	10/29/2020	11/05/2020	169.50
		01-2000-7120 24X18 COVID - MASK SIGNS				169.50
000062 GFL ENVIRONMENTAL INC. SD0000309818		OCT - 1 Lifts	000419	10/31/2020	11/10/2020	58.20
		01-2000-7220 OCT - 1 Lifts				58.20
000062 GFL ENVIRONMENTAL INC. SD0000311990		NOV - 1 Lift	000431	11/30/2020	12/08/2020	58.20
		01-2000-7220 NOV - 1 Lift				58.20
					Vendor Total	116.40
000095 HANNON'S SERVICE CENTRE 21820		ZAMBONI PARTS -VALVE, STUDDING	000425	11/16/2020	12/01/2020	930.71
		01-2000-7240 ZAMBONI PARTS -VALVE, STUDDING				930.71
000001 HURONIA/MED-E-OX LTD 188561		ARENA FURNACE PROPANE	000423	10/20/2020	11/18/2020	217.05
		01-2000-7210 ARENA FURNACE PROPANE				217.05
000016 HYDRO ONE Oct 13, 2020		BUILDING-OCT	000135	10/13/2020	11/04/2020	256.73
		01-2000-7200 BUILDING-OCT				256.73
000016 HYDRO ONE November 12, 2020		BUILDING NOV	000137	11/12/2020	12/08/2020	709.58
		01-2000-7200 BUILDING NOV				709.58
					Vendor Total	966.31
000087 INTELLICORE 33262		REFURBISHED MONITOR	000420	09/30/2020	11/10/2020	84.75

GB#7.1.1
DEC 16 2020

Accounts Payable

November AP Listing

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2020 to 12/10/2020 Paid Invoices Cheque Date 11/01/2020 to 12/10/2020

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
		01-2000-7100 REFURBISHED MONITOR				84.75
000004 MCDONALD HOME HARDWAR	94397	SPRAYER, GRDN BCKPCK 24V BATT	000416	10/26/2020	11/05/2020	282.49
		01-2000-7220 SPRAYER, GRDN BCKPCK 24V BATT				282.49
000004 MCDONALD HOME HARDWAR	95431	BLADES, LAMPS, CORD	000426	11/27/2020	12/01/2020	53.81
		01-2000-7220 BLADES, LAMPS, CORD				53.81
000004 MCDONALD HOME HARDWAR	95216	CAN, GAS JERRY, PSHR SNOW POLY	000426	11/21/2020	12/01/2020	44.05
		01-2000-7220 CAN, GAS JERRY, PSHR SNOW POLY				44.05
		Vendor Total				380.35
000096 NOBLE CORPORATION	79127193-00	FILTERS	000432	11/25/2020	12/09/2020	199.87
		01-2000-7240 FILTERS				199.87

000011 SPARLINGS PROPANE	88725066963457	ARENA BOOTH PROPANE	000427	11/17/2020	12/01/2020	86.47
		01-2000-7230 ARENA BOOTH PROPANE				86.47
000011 SPARLINGS PROPANE	88725066963458	PROPANE (BACK)	000427	11/21/2020	12/01/2020	644.17
		01-2000-7210 two hot water tanks and heater				644.17
		Vendor Total				730.64
000092 SPRINGSCAPES	109-057-17	GRASS CUTTING - NOVEMBER	000421	10/31/2020	11/10/2020	610.20
		01-2000-7220 GRASS CUTTING - NOVEMBER				610.20
000020 TD BANK	October 2020	OCTOBER EFT S/C	000136	11/30/2020	11/30/2020	159.75
		01-2000-7150 OCTOBER EFT S/C				159.75
000006 TELIZON INC	03500420201113	ACCT #35004 - ARENA NOVEMBER	000424	11/13/2020	11/18/2020	69.80
		01-2000-7110 ACCT #35004 - ARENA NOVEMBER				69.80
000013 WAYNE BIRD FUELS	619887	ARENA FURNACE OIL	000428	11/17/2020	12/01/2020	999.50
		01-2000-7210 ARENA FURNACE OIL				999.50
000056 ZAMBONI COMPANY LTD.	106605	ZAMBONI REPAIR	000429	11/16/2020	12/01/2020	921.24
		01-2000-7240 ZAMBONI REPAIR				921.24
		Unpaid Invoices				0.00
		Paid Invoices				10,187.53
		Invoices Total				10,187.53
		Selected G/L Account Total				10,187.53

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31, 2020 - From Period 1 To Period 11 Ending NOV 30, 2020

Account	Description	Previous Year Total		Current Year To Date		Budget Remaining	Total Budget
		Actual	Budget	Actual	Budget		
Fund: 01 OPERATING FUND							
Category: 2???							
2000 INCOME STATEMENT							
Revenue							
01-2000-4000	MULMUR GRANT	55,023.65	55,023.65	54,410.44	49,876.44	0.22	54,410.66
01-2000-4010	MELANCTHON GRANT	55,023.65	55,023.65	54,410.44	49,876.44	0.22	54,410.66
01-2000-4015	GRANT REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
01-2000-4020	DONATION REVENUE	3,239.35	0.00	0.00	0.00	0.00	0.00
01-2000-4030	FUNDRAISING REVENUE	19,046.55	20,000.00	0.00	0.00	0.00	0.00
01-2000-4100	MINOR RATE ICE RENTAL REVEN	54,020.55	45,000.00	33,170.72	49,500.00	20,829.28	54,000.00
01-2000-4110	ICE RENTAL REVENUE (PRIME)	50,822.88	52,000.00	30,347.79	46,750.00	20,652.21	51,000.00
01-2000-4115	ICE RENTAL REVENUE (NON-PRIM	1,632.74	500.00	482.30	458.33	17.70	500.00
01-2000-4120	NON-RESIDENT USER FEES	3,696.16	3,250.00	3,357.83	2,979.17	(107.83)	3,250.00
01-2000-4200	BOOTH RENTAL REVENUE	2,169.96	5,000.00	1,105.78	1,925.00	994.22	2,100.00
01-2000-4210	HALL RENTAL REVENUE	4,011.50	2,600.00	0.00	3,666.67	4,000.00	4,000.00
01-2000-4220	FLOOR RENTAL REVENUE	97.34	0.00	0.00	0.00	0.00	0.00
01-2000-4230	SIGN RENTAL REVENUE	3,840.00	4,160.00	4,250.00	3,483.33	(450.00)	3,800.00
01-2000-4240	VENDING MACHINE REVENUE	109.39	0.00	0.00	0.00	0.00	0.00
01-2000-4300	PENALTIES & INTEREST	869.44	525.00	1,012.78	779.17	(162.78)	850.00
01-2000-4500	PR YR SURPLUS/DEFICIT	(29,582.29)	(29,582.30)	(5,860.31)	(5,371.95)	0.00	(5,860.31)
Total Revenue		224,020.87	213,500.00	176,687.77	203,922.60	45,773.24	222,461.01
Expense							
01-2000-7000	WAGES	68,452.29	55,000.00	50,979.70	64,166.67	19,020.30	70,000.00
01-2000-7005	BENEFITS-EI/PPP/WSIB/EHT	5,477.76	5,600.00	4,666.94	5,133.33	933.06	5,600.00
01-2000-7010	BENEFITS-OMERS	0.00	0.00	4,167.68	4,537.50	782.32	4,950.00
01-2000-7012	MILEAGE	284.23	0.00	303.91	275.00	(3.91)	300.00
01-2000-7015	STAFF TRAINING/DUES, FEES, SL	1,149.12	300.00	160.00	916.67	840.00	1,000.00
01-2000-7100	OFFICE/COMPUTER SUPPLIES	2,427.87	1,700.00	1,826.33	1,833.33	173.67	2,000.00
01-2000-7110	COMMUNICATION	1,968.35	3,000.00	814.42	1,833.33	1,185.58	2,000.00
01-2000-7115	INSURANCE	12,518.16	12,200.00	24,200.85	12,191.67	(10,900.85)	13,300.00
01-2000-7120	HEALTH & SAFETY	1,903.36	2,800.00	305.49	1,833.33	1,694.51	2,000.00
01-2000-7125	PROF FEES - AUDIT	610.56	1,400.00	600.00	560.09	11.01	611.01
01-2000-7130	PROF FEES - WATER TESTING	392.81	300.00	173.00	366.67	227.00	400.00
01-2000-7150	BANK CHARGES	771.70	400.00	1,320.31	458.33	(820.31)	500.00
01-2000-7200	HYDRO	50,085.34	60,000.00	17,311.98	45,833.33	32,688.02	50,000.00
01-2000-7210	FURNACE FUEL/ PROPANE	14,711.62	12,000.00	6,117.81	13,750.00	8,882.19	15,000.00
01-2000-7220	BLDG & GROUNDS MAINTENANCI	18,293.35	20,000.00	19,040.50	16,958.33	(540.50)	18,500.00
01-2000-7230	BOOTH MAINTENANCE	1,917.94	1,300.00	295.28	3,025.00	3,004.72	3,300.00
01-2000-7240	ICE PLANT/MACH MAINTENANCE	18,153.39	12,000.00	2,080.25	16,500.00	15,919.75	18,000.00
01-2000-7300	FUNDRAISING EXPENSE	10,992.69	10,500.00	0.00	0.00	0.00	0.00
01-2000-7400	BAD DEBT	398.63	0.00	524.66	0.00	(524.66)	0.00
01-2000-7450	TSFR TO CAPITAL RESERVES	420.00	0.00	0.00	0.00	0.00	0.00
01-2000-7500	CAPITAL PURCHASES	3,768.05	15,000.00	0.00	13,750.00	15,000.00	15,000.00
01-2000-7800	AMORTIZATION	1,560.40	0.00	0.00	0.00	0.00	0.00
Total Expense		216,257.62	213,500.00	134,889.11	203,922.58	87,571.90	222,461.01
Dept Excess Revenue Over (Under) Expenditures		7,763.25	0.00	41,798.66	0.02	(41,798.66)	0.00

General Ledger

Annual Department Budget vs. Actual Comparison Report Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 11 Ending NOV 30,2020

Account	Description	Previous Year Total		Current Year To Date		Budget Remaining	Total Budget
		Actual	Budget	Actual	Budget		
Category Excess Revenue Over (Under) Expenditures		7,763.25	0.00	41,798.66	0.02	(41,798.66)	0.00



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT**

Meeting Dates for 2021

**Meeting Location: North Dufferin Community Centre
Meeting Times: 7:00 p.m. – 9:00 p.m.**



WEDNESDAY JANUARY 13, 2021

WEDNESDAY FEBRUARY 10, 2021

WEDNESDAY MARCH 10, 2021

WEDNESDAY APRIL 14, 2021

WEDNESDAY MAY 12, 2021

WEDNESDAY JUNE 9, 2021

WEDNESDAY JULY 14, 2021

WEDNESDAY AUGUST 11, 2021

WEDNESDAY SEPTEMBER 8, 2021

WEDNESDAY OCTOBER 13, 2021

WEDNESDAY NOVEMBER 10, 2021

WEDNESDAY DECEMBER 8, 2021

Guidance for Winter Activities in the Community

It is important to encourage residents in our communities to get outdoors this winter to be active and social in safe ways with COVID-19 restrictions limiting opportunities to gather indoors in order to maintain physical, mental and social well-being.

This guidance is intended to support municipalities and community groups with planning winter activities for the public in community spaces while adhering to public health measures to reduce the spread of COVID-19. It is to be used with other public health guidelines and measures. Please review and ensure compliance with the [COVID-19 Response Framework: Keeping Ontario Safe](#) and [O. Reg. 364/20](#) (for **Green-Prevent**, **Yellow-Protect**, and **Orange-Restrict**), [O. Reg. 263/20](#) (for **Red-Control**), and [O. Reg. 82/20](#) (for Lockdown) to ensure measures in place adhere to the colour zone Wellington-Dufferin-Guelph (WDG) region is currently under.



Visit wdgpublichealth.ca for ongoing updates and links to additional resources. WDGPH is unable to review individual policies and protocols. These are not legal documents.

Face Coverings	Face coverings are required to be worn by members of the public and municipal staff in indoor public places and outdoors when physical distancing of at least 2-metres cannot be maintained.
Safety Plans	Facilities must ensure a <u>safety plan</u> is prepared, posted in a location where individuals working at that location can access it and shall be made available to any person for review upon request. O. Reg. 642/20 .
Capacity Limits	Facilities must adhere to capacity limits of current colour zone (see chart below). *However, all gathering limits are also restricted to the number that can maintain a physical distance of at least 2 metres from every other person, outside of household contacts, within the space.

Gathering Limits for Recreation Settings*

	PREVENT (Standard Measure)	PROTECT (Strengthened Measure)	RESTRICT (Intermediate Measure)	CONTROL (Stringent Measure)	LOCKDOWN (Maximum Measure)
Public park or field	25 people or less				10 people or less
Indoor facility (e.g. arena)	50 people or less			10 people or less	Closed
Outdoor facility (e.g., ski hill, outdoor skating rink)	100 people or less			25 people or less	10 people or less

Recommendations for Winter Activity Planning in the Community

Goal: Make access easier for people to get active outdoors



Designate specific community spaces for outdoor activity that will provide suitable space to keep physical distance



Offer opportunities to rent winter activity equipment through lending libraries (cleaned and disinfected between each use)



Make planned activities free or low-cost for everyone to encourage participation
(Use of contactless or online payment methods)



Create a central spot for people to access information about community winter activities (E.g., page on municipal website listing all activities; Check out the City of Hamilton's "[Winter in Hamilton](#)")



Promote activity spaces and planned events within the community through different mediums and channels

Goal: Design spaces that are inviting for people to get active outdoors

Incorporate design strategies to block wind

- Strategically place mounds of cleared snow to block wind in open areas; configure spaces within existing tree lines to block wind in open areas



Maximize exposure to sunshine through space orientation and design

- Helps to maximize daylight hour exposure and provide warmth for users



Use colour and various mediums to liven up the activity space

- Create inviting spaces to get active using colourful signage, structures, and equipment (e.g., canopies or umbrellas, deck chairs or hay bales as natural bench seating, outdoor art installations)



Create visual interest with strategic use of creative lighting

- Lit up spaces are great for creating visual interest and helpful for safety and can be used in several locations (e.g., parks, trails, streets)



Provide infrastructure that supports the desired participation in activities

- Regularly clearing snow from transportation routes (roads, sidewalks, trails); providing covered areas for shelter and warmth; accessible public washrooms



Goal: Use a mixture of existing spaces and create new opportunities



Existing recreation spaces provide vital infrastructure for use in winter

- Outdoor courts, arenas, soccer fields, baseball diamonds, toboggan hills



Consider how other spaces within the community can be used creatively to promote opportunities for outdoor activity

- For example, consult with local golf courses about opportunities to use their field spaces for community use (walking or snowshoe loops, disc golf courses)
- Open field areas can be turned into public skating rinks, snow fort or snowman building areas, etc.



Trails are a great existing structure that can be promoted for winter use if maintained on a regular basis (e.g., snow clearing)

- Trails can be made even more accessible for winter activity by using lights, signage, markers to help maintain physical distancing while using



Move activities that would normally take place indoors → outside

- Outdoor movie events where households can sit together and space out from others on blankets or hay bale benches set up to ensure distancing

Goal: Include the key public health principles for preventing COVID-19

COVID-19 Screening and Alert App

- Post signage in activity area about the importance to [screen for COVID-19 symptoms](#) and to stay home if ill or experiencing any of those symptoms. Include instructions on [how to download the COVID-19 Alert App](#)



Physical Distancing

- Set up activity area strategically to make it easier for people to maintain at least 2-metres distance between each other (e.g., arrange furniture/equipment, prompts on the ground to mark distance for spots to stand, stakes in the ground to mark walking traffic routes or using lighting to guide people)
- Have signs posted (e.g., entrance points) in spaces to indicate crowd size capacity limits allowed at one time



Wearing a Face Covering

- Although face coverings are not required outdoors, if the space does not allow for people to maintain physical distance from one another of at least 2-metres, it is recommended that they wear a face covering (read [Face Coverings FAQs](#) for more information)
- Volunteers or staff helping to operate these activity spaces should wear a face covering (suggested to bring 2-3 face coverings with them to be able to change into a new face covering if it gets wet)
- For outdoor events, face coverings must be worn in those indoor areas of the establishment that are accessible to the public (e.g., entrances, hallways, washrooms, etc.)



Hand Hygiene and Cleaning

- Have alcohol-based hand sanitizer (60-90% alcohol) available at all entrances and exits as per the [Section 22 Class Order](#)
- Common surfaces or objects that several people may touch should be [cleaned and disinfected](#) regularly to avoid spread of COVID-19 (e.g., gate handles, equipment, railings)
- Limit the use of, or close drinking fountains
- Ensure any [rented equipment is cleaned and disinfected](#) between each use



Other Guidance Documents

- For specific COVID-19 guidance on [Sport & Recreation](#)
- For specific COVID-19 guidance on [Public Washrooms](#)
- For specific COVID-19 guidance on [Special Events & Gatherings](#)
- For specific COVID-19 guidance on [Mobile Food Vendors](#)
- For COVID-19 Poster [STOP Before Entering](#)
- [Risk Mitigation Tool for Gatherings & Events](#) (Government of Canada)

Guidance for Outdoor Skating Rinks

If the outdoor rink is unsupervised and open for public use:

- Take a similar approach to what precautions would be done for a playground
- Post signage regarding: physical distancing (at least 2-metres), maximum capacity limits that can use the rink at one time (allowing for 2 metres physical distancing), importance of self-screening for symptoms, hand hygiene, use at their own risk and use responsibly.
- If you provide washrooms/changerooms, you must ensure cleaning requirements under [Regulation 364/20](#) are followed. Refer to [COVID-19 Guidance for Public Washrooms](#) for more information. *Note:* If WDG region moves to **RED-Control** zone or Lockdown, washrooms and changerooms would be closed.
- Maximum capacity would depend on the size of the rink and limited to the number of people that can maintain a physical distance of at least 2 metres in the rink space.

- A municipality may choose to impose more stringent limits on the number of people who use the outdoor rink. Your municipality may choose to cap it at 25 people as a precautionary measure. It would be at your discretion and may be a strategy to control numbers.

If the outdoor rink is being booked or reserved for one group:

- Maximum capacity would be 25 people or less (as it would be considered an organized social gathering) for all colour zones EXCEPT "Lockdown", it becomes max. 10 people
 - Allowing for a minimum of 2 metres of physical distancing, taking into account the fact that people are skating and cannot always remain 2 metres apart.

If the outdoor rink is used by a team for a team sport:

- Team sport requirements would apply to this situation corresponding to the current zone colour in which WDG Public Health is in at the time of use.

Considerations:

- How will municipalities operate outdoor rink spaces?
 - If you are involved with booking space and/or monitoring its use, you may also have to consider all other requirements for businesses or organizations under Regulation 364/20 including: a Safety Plan, recording name and contact information of every member of the public using an affiliated indoor space (e.g., washroom or change room)

Other helpful resources on outdoor rink guidance:

- [COVID-19 Guidance for Outdoor Ice Surfaces/Rinks and Outdoor Skating Trails](#) (Simcoe-Muskoka District Health Unit)
- [COVID-19 Guidance for Outdoor Ice Rinks](#) (Toronto Public Health)



References

[Winter Design Guidelines: Transforming Edmonton into a Great Winter City.](#)
(2016). City of Edmonton.

Icons made by: "Freepik", "Surang", "ultimatearm", and "Smashicons" from www.flaticon.com

North Dufferin Community Centre CORONA-VIRUS (COVID-19) SAFETY GUIDELINES (APPROVED) v1.2

All COVID mitigation and prevention requirements of the Federal and Provincial governments as well as those of the WDG MOH must be followed at all times by all persons.

FACILITY

- Masks to be worn at all times by staff and patrons
- Social distance is to be maintained throughout the arena
- Arena marked off with designated entrance and exit ways
- Waiver and health attestation required for all participants and spectators
- Fourteen-day quarantine or negative Covid test result within 72 hours for any person entering building travelling from high-risk locations
- Facility to maintain name and phone number/email in building for tracing purposes
- Entrance for players allowed 10 minutes prior to start of game – players must arrive dressed
- Entrance and exit ways along with one-way signage must be adhered to at all times
- Facility bathrooms are limited to two people at a time -signage posted
- No more than 25 players to the surface
- Water fountains used as refill stations only
- Game benches marked with 1.5 hockey sticks (2m) social distancing; additional seating marked with 1.5 hockey sticks (2m) social distancing extended on the sides of game benches

SPECTATORS

- Entrance for spectators allowed 5 minutes prior to start of game
- **Maximum of One spectator allowed per player - no exceptions, this includes siblings**
- **Spectators MUST have their own waiver and sign in upon arrival**
- No spectators allowed for games played by individuals 21 or over
- Building not to exceed 40% capacity to include staff, players, coaches, officials and spectators
- Spectators to leave building immediately at the end of the game - no loitering in stands or lobby
- No loitering or gatherings in parking lot except for players and coaches 10 minutes prior to ice time

PLAYERS/COACHES

- Encourage players not feeling well to stay home and seek proper treatment
- Player's arriving to game with symptoms of COVID are instructed to return home
- Regular health checks for players throughout season
- **Masks to be worn by players and coaches at all times while on the bench and throughout facility**
- **6 ft distance between players on the bench** - please use additional seating outside of your bench and have your shift changes prepared
- Limit the number of coaches on the bench
- No 'checking style' game play, include no scrum play in front of goalie or along boards
- **Centers required to wear masks for face-offs; if able to may be removed once game in play**
- Face shields are **not** considered an alternative to face masks at this time
- **Only one player allowed in the penalty box at a time, if a team has a second penalty player is to take it on the bench**
- **No sharing of water bottles; each player should have their own – fountains used as refill stations only**
- No sharing of equipment
- No handshake, fist pumps, elbow pumps or any sportsmanship display at the end of the game
- At the end of the game players should be out of the building within 10 minutes
- Notify facility if any player or spectator that attended the facility tests positive with COVID while maintaining discretion

CORONA-VIRUS (COVID-19) WAIVER OF LIABILITY

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I may be exposed to or infected by COVID-19 by participating in activities at the **North Dufferin Community Centre (hereafter NDCC)**.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to myself, including, but not limited to, personal injury, disability, death, illness, damage, loss, claim, liability or expense, of any kind, that I may experience or incur in connection with my attendance or participation during or after events at NDCC ("Claims").

On my behalf, I hereby release, covenant not to sue, discharge, and hold harmless NDCC, their employees, agents, representatives, or and from the Claims, including all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of NDCC, their employees, agents, and representatives, whether a COVID-19 infection occurs before, during or after participation in NDCC activities.

HAVE YOU EXPERIENCED ANY OF THE FOLLOWING?

Fever

Yes No

Chills

Yes No

Runny Nose

Yes No

Sore Throat

Yes No

Muscle Pain

Yes No

Headaches

Yes No

Loss of Smell/Taste

Yes No

Vomiting or Diarrhea

Yes No

Shortness of Breath/Difficulty Breathing

Yes No

Have you been in contact with anyone who has tested positive for COVID in the past 14 days?

Yes No

RELEASE OF LIABILITY

- I CERTIFY THAT I HAVE REVIEWED THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENT, I AM AWARE THAT THIS RELEASES LIABILITY AND I SIGN IT OF FREE WILL (required)
- I HAVE REVIEWED AND AGREE TO THE NDCC SAFETY GUIDELINES.(required)
- I SWEAR THAT MY ANSWERS PROVIDED ABOVE ARE 100% ACCURATE (required)

Name of program/associated with?)required)

Email

You only need to enter your email address if you want a copy of this document sent to you.

Phone required

*We are required to collect your contact information for **contact tracing purposes**. We will not use for soliciting purposes.*

Name required

18 years of age or older?

Yes No

Parent's Signature

Date __/__/__

Donna Funston

From: Heather Boston <hboston@mulmur.ca>
Sent: Wednesday, November 18, 2020 1:30 PM
To: Donna Funston
Cc: Tracey Atkinson; Denise Holmes
Subject: RE: NDCC directions from Nov 10 meeting

Hi Donna,

I have spoken with our contact at Grant match (Fairtax) and currently there are no suitable grants available. The ICIP – COVID-19 Resilience Stream was delivered as a municipal maximum allocation of only \$100,000 and would not be enough to move forward with any of the Sierra Plan options at this time. We have asked our contact to let us know of any grants that come out that would be suitable to meet our needs for the arena.

Please let me know if there is anything further I can help out with for the Board.

Kind Regards,

Heather Boston, CPA, CA, CGA, BComm | Treasurer
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 233 | Fax 705-466-2922 | hboston@mulmur.ca



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From: Donna Funston <dfunston@melancthontownship.ca>
Sent: Friday, November 13, 2020 3:21 PM
To: Denise Holmes <dholmes@melancthontownship.ca>; Tracey Atkinson <tatkinson@mulmur.ca>; Heather Boston <hboston@mulmur.ca>
Subject: NDCC directions from Nov 10 meeting

Hi


The Board is requesting Dylan to look into the infrastructure grant and get back to us regarding the possibility of applying for this grant. The deadline is Dec 23 for single project and Jan 7 for multiple projects, Chair Tupling is prepared to call a special meeting to meet these dates if that is required.

Please find attached a motion to go to each Council.

Thanks,
Donna



Donna Funston | Administration and Finance Assistant | Township of Melancthon |
dfunston@melancthontownship.ca | PH: 519-925-5525 ext 103 | FX: 519-925-1110 | www.melancthontownship.ca |

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Donna Funston

From: Heather Boston <hboston@mulmur.ca>
Sent: Monday, November 16, 2020 2:39 PM
To: Donna Funston; Denise Holmes; Tracey Atkinson
Cc: Dylan Leitch; Darlene Munro
Subject: RE: NDCC directions from Nov 10 meeting

Hi Donna,

I have looked into the various grants and the only one that applies is the ICIP - COVID-19 Resilience stream funding and it is only for retrofits, repairs and upgrades to recreation centres.

Here's what the website says:

Eligible projects under the COVID-19 Resilience stream will fall under four main categories:

- Community, recreation, health and education renovations (e.g. **retrofits, repairs or upgrades** to long-term care homes, publicly funded schools and co-located childcare centre facilities, **recreation centres** or shelters);
- COVID-19 response infrastructure (e.g. heating, ventilation, air-conditioning, new builds or renovations to enable physical distancing);
- Active transportation (e.g. parks, trails); and
- Disaster mitigation, adaptation, or remediation (e.g. flood mitigation).

I know your motion spoke to a new facility, however, this grant cannot be used for a new facility.

Here is the link to the website:

<https://news.ontario.ca/en/release/58972/ontario-launching-covid-19-resilience-infrastructure-stream>

If you need anything further please let me know.

Heather Boston, CPA, CA, CGA, BComm | Treasurer
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 233 | Fax 705-466-2922 | hboston@mulmur.ca



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Donna Funston

From: Denise Holmes
Sent: Thursday, December 10, 2020 2:23 PM
To: Tracey Atkinson
Cc: Donna Funston
Subject: NDCC Efficiency Review

Hi Tracey,

At today's Council meeting, the following motion was introduced and passed:

Moved by Besley, Seconded by Hannon

Be it resolved that: "the Clerk be directed to set up a Joint Council meeting with Mulmur Township to discuss the Recreation Efficiency Study and the County Service Delivery Review, after it has been received or approved by County Council." **Carried.**

Thank you.

Regards,
Denise Holmes



Denise B. Holmes, AMCT | Chief Administrative Officer/Clerk | Township of Melancthon |
dholmes@melancthontownship.ca | PH: 519-925-5525 ext 101 | FX: 519-925-1110 | www.melancthontownship.ca |
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