

June 5, 2020

CITY OF VICTORIA

**Parks and Recreation**

# COVID-19 Recovery Plan

## Purpose

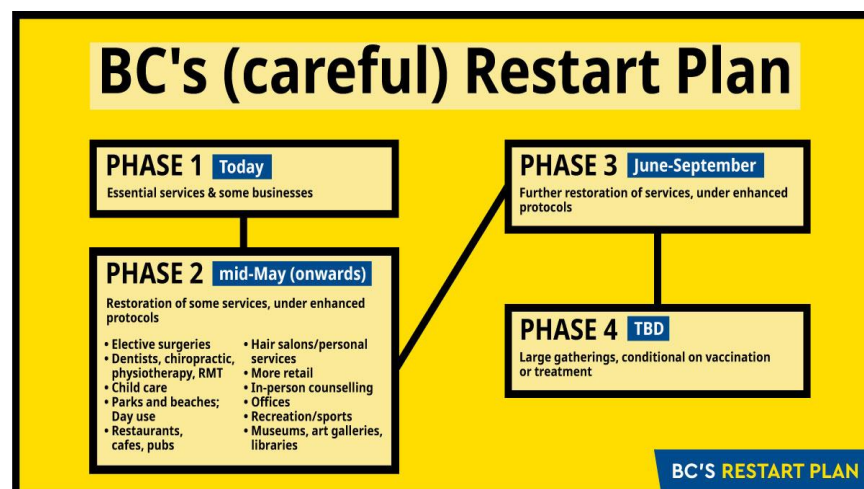
The purpose of this document is to outline a reopening and recovery plan for the City's parks and recreation programs and services.

## Background

The negative impacts of the COVID-19 pandemic have been far-reaching and have resulted in significant restrictions on parks and recreation activities over the past few months. In Victoria, the response included closure of many indoor and outdoor recreation facilities, as a precautionary measure to reduce transmission of the virus.

Division	Service Impact
<b>Parks and Open Spaces</b>	<ul style="list-style-type: none"><li>• Closed all outdoor recreation amenities<ul style="list-style-type: none"><li>○ Playgrounds, sport courts, sport fields, skate park, bike park and outdoor fitness pods</li></ul></li><li>• Road closures in Beacon Hill Park and Gonzales Beach Park</li></ul>
<b>Recreation Services</b>	<ul style="list-style-type: none"><li>• Closed Crystal Pool and Fitness Centre and all recreation programs</li><li>• Closed Royal Athletic Park and events</li><li>• Closed Save-on-Foods Memorial Centre (SOFMC)</li></ul>

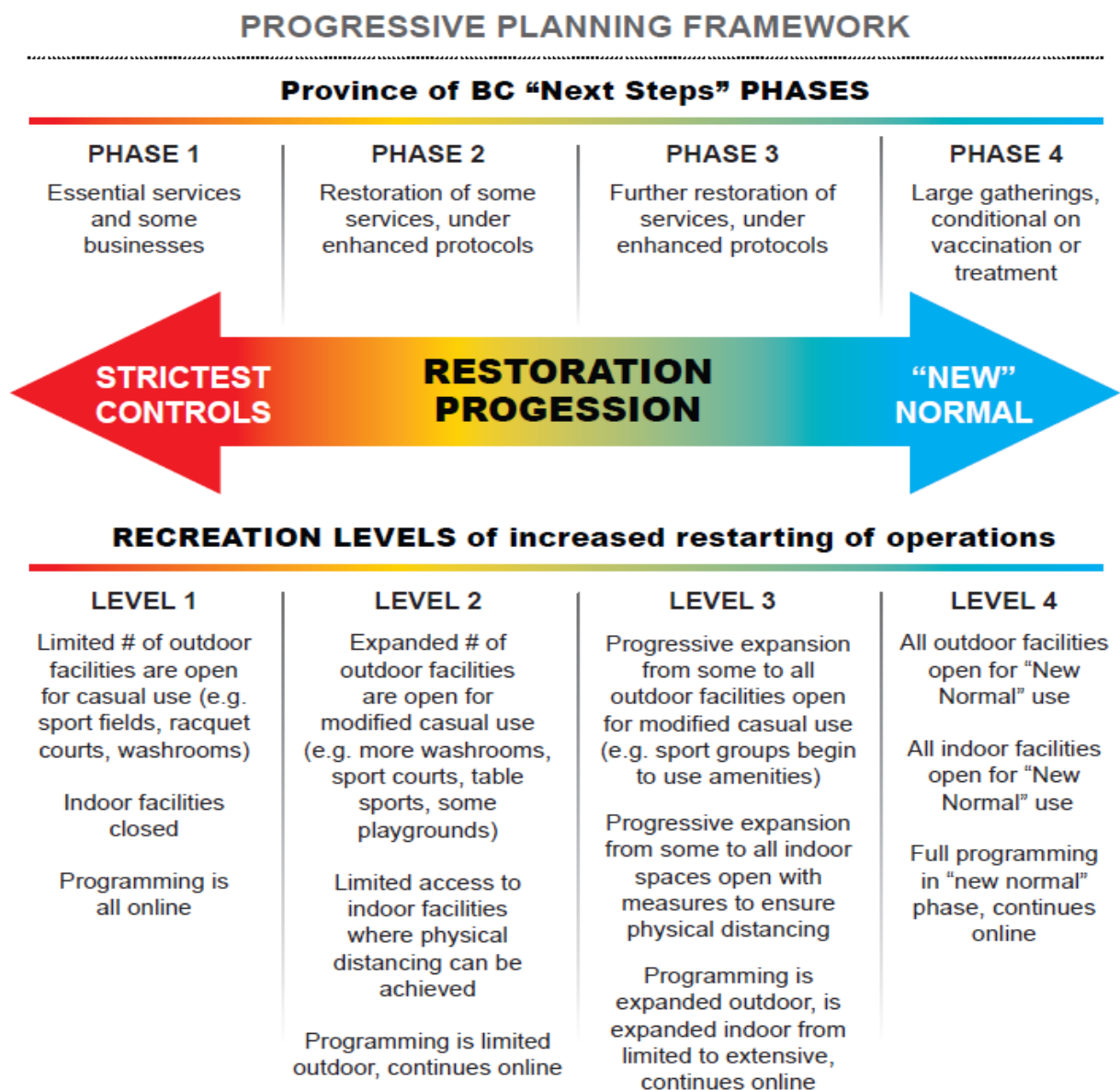
On May 6, 2020 the Province launched BC's Restart Plan. Restarting parks and recreation services while the pandemic continues is a complex task requiring a thoughtful and phased approach.



## Recovery Framework

The re-opening of parks and recreation facilities and services will progress in managed stages guided by provincial direction or advice, industry guidelines, WorkSafeBC requirements, Island Health advice and Council direction.

The BC Recreation and Parks Association (BCRPA) Guideline for Restarting Operations has been approved for the industry by the Province and provides tools that local authorities will use to develop their reopening roadmaps. The BCRPA progressive planning framework is shown below.



## Victoria's Roadmap

The City's plan accounts for service needs, health and safety requirements, risk and liability considerations, financial impacts, staffing, as well as supplies and other resource requirements. Based on these variables and guidance from the BCRPA and other agencies, staff have developed the following roadmap to reopening recreation amenities and programs.

Level 1 (current) Starting Mid-May	Level 2 Starting Mid-June	Level 3 Starting Fall 2020	Level 4 TBD
<ul style="list-style-type: none"><li>• Parks, beaches, trails, washrooms</li><li>• Tennis and pickleball courts</li><li>• Bike park</li><li>• Skate park</li><li>• Casual use of sport fields (no lessons, leagues)</li></ul>	<ul style="list-style-type: none"><li>• Playgrounds</li><li>• Outdoor fitness</li><li>• Spray parks</li><li>• Basketball courts</li><li>• Lacrosse box</li><li>• Field, court bookings</li><li>• Outdoor programs</li></ul>	<ul style="list-style-type: none"><li>• Save-on-Foods Memorial Centre</li><li>• Crystal Pool and Fitness Centre</li></ul>	<ul style="list-style-type: none"><li>• All programs and facilities are operating under "new normal" conditions</li></ul>

## Action Plans

The BCRPA Guideline for Restarting Operations provides a risk review process to restart operations. The review guidelines include clear health and safety information, risk review considerations, strategies and guidelines and a service readiness checklist.

The guideline identifies three primary focus areas to consider in restarting operations:

- Physical Distancing Controls
- Hand Hygiene Provisions
- Touch Point Sanitization

Based on these criteria and guidelines, action plans have been developed to modify facilities and programs that are scheduled to reopen within each phase of the City's roadmap. This strategy highlights the key components and direction of the City's approach, and it is supported by more detailed operational plans and procedures. The section below provides a summary of each action plan.

## Level 2: All outdoor sport and recreation facilities are open, and programming is offered outdoors

### A. Playgrounds, Outdoor Fitness, Spray Parks *Re-opening Date: June 12, 2020*

The City maintains 40 playgrounds, and five outdoor fitness pods, which play an important role in community well-being. All playgrounds, fitness pods and spray parks will be reopened in accordance with guidance provided by Island Health.

Staff will implement the following safety measures for these amenities:

Focus Area	Actions
Hand Hygiene	<ul style="list-style-type: none"><li>Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li><li>Portable washrooms and hand washing stations will be added at Vic West Park and Central Park</li></ul>
Touch Point Sanitization	<ul style="list-style-type: none"><li>Cleaning adjacent to public washrooms will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li></ul>
Communication and Signage	<ul style="list-style-type: none"><li>Signage will be posted at entrance with guidance regarding risk management</li></ul>

### B. Basketball Courts and Lacrosse Box *Re-opening Date: June 12, 2020*

The City maintains nine basketball courts and one lacrosse box. These amenities will be opened for organized sport and casual use.

Staff will implement the following safety measures for these facilities:

Focus Area	Action
Administrative controls	<ul style="list-style-type: none"><li>Sport organizations will be required to submit Return to Sport Plans prior to booking court space.</li><li>Facility usage agreements will be amended to include provisions for COVID-19 transmission liability</li><li>Maximum recommended capacity will be based on size of facility</li></ul>
Hand Hygiene	<ul style="list-style-type: none"><li>Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li><li>Portable washrooms and hand washing stations will be added at Vic West Park and Central Park</li></ul>
Touch Point Sanitization	<ul style="list-style-type: none"><li>Cleaning adjacent to public washrooms will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li></ul>

Communication and Signage	<ul style="list-style-type: none"> <li>Signage will be posted at entrance with guidance regarding risk management</li> </ul>
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### C. Sport Fields Bookings

**Re-opening Date: June 12, 2020**

The City maintains 31 sport fields, supporting a wide range of activities through both permitted and drop-in use. Fields continue to be maintained for casual use to support community health and well-being as outdoor greenspace amenities.

Return To Sport (RTS) Guidelines have been developed by viaSport British Columbia, in collaboration with provincial sport organizations, to support the amateur sport sector. Prior to restarting programs, all provincial sport organizations and their clubs will be directed to use the RTS Guidelines to develop their own sport-specific plan and work towards gradual re-activation.

Staff will implement the following safety measures for all sport fields:

Focus Area	Action
Administrative controls	<ul style="list-style-type: none"> <li>Sport organizations will be required to submit Return to Sport Plans prior to booking field space.</li> <li>Facility usage agreements will be amended to include provisions for COVID-19 transmission liability</li> </ul>
Hand Hygiene	<ul style="list-style-type: none"> <li>Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li> </ul>
Touch Point Sanitization	<ul style="list-style-type: none"> <li>Cleaning adjacent to public washrooms will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li> </ul>
Communication and Signage	<ul style="list-style-type: none"> <li>Signage will be posted at entrance with guidance regarding risk management</li> </ul>

### D. Recreation Programs and Services

**Re-opening Date: June 29, 2020**

The Crystal Pool and Fitness Centre is typically the primary hub for City programs and services. Public health officials have indicated that the use of outdoor facilities are generally safer given the ventilation and ability to physical distance. During Level 2 of the Plan, the Crystal Pool will remain closed, however Royal Athletic Park will be used to offer outdoor recreation programs and will be made available for community drop in use.

Programming will primarily focus on children's summer camps as well as adult health and wellness programs. Five-day camps will be offered with 10-12 spaces per camp, and COVID-19 specific operating procedures will be implemented for participant and staff safety.

A variety of adult recreation programs will be offered to accommodate groups of up to 40 participants. The programs will be designed based on COVID-19 health and safety recommendations, input from the public and a review of outdoor recreation trends.

In addition to recreation programs, the stadium field will be made available to the community on weekends for casual use. The facility will be supervised by a staff attendant during this time to assist visitors and reinforce guidelines, such as physical distancing when necessary.

Staff will implement the following safety measures at the facility:

Focus Area	Action
Engineered controls	<ul style="list-style-type: none"> <li>• Park will be divided into zones where 50-person capacity must not be exceeded</li> <li>• Entrance will be limited to the Vancouver Street access</li> <li>• Exit will be through the main doors on Caledonia Street</li> <li>• Staff will provide assistance and support site navigation to ensure physical distancing measures are observed</li> </ul>
Administrative controls	<ul style="list-style-type: none"> <li>• All program access must be pre-registered by phone or online to manage capacity and limit in-person transactions</li> <li>• Program start times will be staggered to reduce gathering size at check-in</li> <li>• Facility access will be restricted to 5-10 minutes prior to program start time</li> <li>• One-way patron traffic flow will be implemented</li> <li>• Distancing markers will be posted at entryways, the reception desk, and program spaces</li> <li>• All camps will be offered outdoors</li> <li>• Group sizes will be restricted</li> <li>• 1:6 Leader to Participant Ratio will be maintained</li> <li>• Camp days will be extended to 7.5 hours (to meet extended care needs)</li> <li>• Out trips will be reduced to walkable outdoor sites</li> <li>• No swimming activities will be provided</li> <li>• Shared equipment will be reduced</li> <li>• New safety plan procedures will be reviewed at staff in-service and orientations</li> </ul>
Hand Hygiene	<ul style="list-style-type: none"> <li>• Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li> <li>• Hand sanitizing stations will be placed at the entrance, exit and program areas</li> </ul>
Touch Point Sanitization	<ul style="list-style-type: none"> <li>• Cleaning will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li> <li>• Shared spaces, touch points, including offices and equipment will be disinfected after every program/use in preparation for the next program/use</li> </ul>
Signage and Communication	<ul style="list-style-type: none"> <li>• Signage will be posted at entrance with guidance regarding risk management</li> <li>• Information sheets on safety protocols will be emailed to participants in advance</li> </ul>



# Royal Athletic Park Site Map



The City will also continue to partner with specialty program providers to deliver off-site programming in areas such as sport, science and nature. Approximately 16 specialty camps will be offered at various locations this summer. In order to deliver these programs, partner organizations have provided the City with operating plans that comply with the recommendations of the Public Health Officer (PHO).

Staff will monitor the success of these programs and consider adding virtual programming and additional outdoor sites based on community demand.

It is important to also note that many recreation services are provided by neighbourhood based non-profit organizations with support from the City. Staff are committed to assisting these operators with their own planning efforts as they seek to expand their programs and services.



## Level 3: Reopening of indoor facilities

### A. Save-On-Foods Memorial Centre *(Tentative) Re-opening Date: Fall 2020* Community Programs

Save on Foods Memorial Centre is used by the City to offer skating lessons, public skate sessions and bookings for sport groups. The arena is currently being used as a site to support temporary sheltering for vulnerable populations and is not available for general use. Once the facility is available, staff will work with the Operator to plan the return of arena programming.

Staff will implement the following safety measures at the facility:

Focus Area	Action
Engineered controls	<ul style="list-style-type: none"><li>• Multiple access points will be set-up to limit lineups</li><li>• A single front entrance will be identified to provide appropriate physical distancing</li><li>• Egress points will be designated to limit two-way pedestrian traffic</li><li>• Plexiglass will be installed at customer service/points of sale</li><li>• Staff will provide assistance and support site navigation to ensure physical distancing measures are observed</li></ul>
Administrative controls	<ul style="list-style-type: none"><li>• All program access will be pre-registered by phone or online to manage capacity and limit in-person transactions</li><li>• On-ice capacity will be limited to adhere to space requirements per participant</li><li>• Ratios of participant to instructor will be reduced</li><li>• A skill level minimum will be established to avoid physical contact between instructor and participant</li><li>• Sport organizations will be required to submit Return to Sport plans prior to booking facility space</li><li>• Facility usage agreements will be amended to include provisions for COVID-19 transmission liability</li><li>• Orientations will be provided to staff on new safety protocols</li></ul>
Hand Hygiene	<ul style="list-style-type: none"><li>• Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li><li>• Hand sanitizing stations will be placed at the entrance, exit and seating areas</li></ul>
Touch Point Sanitization	<ul style="list-style-type: none"><li>• Cleaning will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li><li>• Shared spaces, touch points, including offices and equipment will be disinfected after every program/use in preparation for the next program/use</li></ul>

Signage and Communication	<ul style="list-style-type: none"> <li>• Signage will be posted at entrance with guidance regarding risk management</li> <li>• Information sheets on safety protocols will be emailed to participants in advance</li> </ul>
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## **B. Crystal Pool and Fitness Centre (Tentative) Re-opening Date: January 2021**

The Crystal Pool and Fitness Centre is the City's main aquatic and wellness venue. To accommodate indoor programs and services, modifications will be made to the facility operation, including class sizes, equipment, program content design and scheduling.

Drop-in fitness and pool access will require advanced booking and will be limited by time and capacity. Smaller spaces such as classrooms and weight rooms will have maximum capacity limits and controls to reduce virus transmission.

Staff will implement the following safety measures at the facility:

Focus Area	Action
Engineered controls	<ul style="list-style-type: none"> <li>• Facility will be divided into zones where 50-person capacity must not be exceeded</li> <li>• Staff will provide assistance and support site navigation to ensure physical distancing measures are observed</li> <li>• Barriers will be installed to assist with separation where distance is difficult to maintain</li> </ul>
Administrative controls	<ul style="list-style-type: none"> <li>• All program access must be pre-registered by phone or online to manage capacity and limit in-person transactions</li> <li>• One-way patron traffic flow will be implemented</li> <li>• Distancing markers will be posted at entry ways, reception desk, program spaces</li> <li>• Program start times will be staggered to limit close contact interactions</li> <li>• Multiple cashier stations will be activated to limit lineups</li> <li>• Sauna and hot tub areas will be closed to manage physical distancing</li> <li>• Sport organizations will be required to submit Return to Sport Plans prior to booking facility space.</li> <li>• Facility usage agreements will be amended to include provisions for COVID-19 transmission liability</li> <li>• New Lifesaving Society Protocols recertification will be required</li> <li>• New safety plan procedures will be reviewed at in-services and orientations</li> </ul>
Hand Hygiene	<ul style="list-style-type: none"> <li>• Washrooms will be stocked with liquid soap, running water, and paper towels where touchless dryers are not provided</li> <li>• Hand sanitizing stations will be placed at the entrance, exit and program areas</li> </ul>

Touch Point Sanitization	<ul style="list-style-type: none"> <li>• Cleaning will be increased in accordance with the City's COVID-19 Pandemic Deep Cleaning Procedures</li> <li>• Shared spaces, touch points, including offices and equipment will be disinfected after every program/use in preparation for the next program/use</li> </ul>
Signage and Communication	<ul style="list-style-type: none"> <li>• Signage will be posted at entrance with guidance regarding risk management</li> <li>• Information sheets on safety protocols will be emailed to participants in advance</li> </ul>

## Level 4: All indoor and outdoor recreation facilities are open under “new normal” conditions

Phase 4 of BC's Restart Plan is contingent on at least one of: wide vaccination; community immunity; or broad successful treatments. Moving into this phase would allow the City to shift into Level 4 of the recovery plan. In this phase the City would begin to host large indoor and outdoor group gatherings. As with the three previous levels, the City will follow protocols and guidelines to develop safe operations plans that are in keeping with Public Health and Safety Guidelines and WorkSafe BC.

## Conclusion

The City's plan offers a responsible path to restarting recreation programs and services based on the advice of public health authorities to minimize risks to patrons, staff and the public. As the COVID-19 pandemic develops, the City will continue to adapt and respond so that critical recreation and wellness opportunities remain available for the benefit of the community.

## Appendix

- A. [BC Recreation and Parks Association: Guideline for Restarting Operations](#)
- B. [WorkSafe BC -COVID-19 Safety Plan](#)
- C. [WorkSafe BC - Gyms and Fitness Centres: Protocols for returning to operation](#)
- D. [WorkSafe BC - Parks: Protocols for returning to operation](#)
- E. [Lifesaving Society COVID-19 guidelines](#)
- F. [BC CDC: COVID-19 Public Health Guidance for Child Care Settings](#)
- G. [ViaSport: Return to Sport Guidelines for BC](#)