



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Alicia Bagshaw

Position: Recreation and Leisure Coordinator

Title / Subject: Hall Re-Opening

Date of Report: November 5, 2021

Date of Meeting: December 6, 2021

Report No: 2021-PRF-013

1.0 Issue / Origin

Re-opening the community halls to allow for rentals for community events.

2.0 Background

In March 2020 all Township facilities were closed due to the COVID-19 Pandemic and have remained closed through 2021. The province has eased restrictions, which has resulted in an increase of rental requests from the public.

The Emergency Control Group made the decision to open the auditoriums at the Sunderland Memorial Arena and the Foster Hewitt Memorial Community Centre for rentals, as these facilities are staffed. The unstaffed facilities are to remain closed until January 2022.

Prior to COVID-19 the Manilla and Wilfrid Halls were cleaned by volunteer board members.

3.0 Analysis

Township staff currently manage bookings for the Sunderland Town Hall, Beaverton Town Hall, and Manilla Hall. Prior to COVID-19 the Wilfrid Hall board managed bookings for the Wilfrid Hall. To keep policies and procedures consistent across the board, it is imperative that the Township assume the responsibility to manage the bookings at all the community halls, including the Wilfrid Hall.

To ensure COVID-19 measures are being followed, the Township has developed a COVID Safety Plan and Hall Rental Protocol that permit holders will be responsible to follow. In addition, it will be the sole responsibility of the permit holder to screen, contact trace and check vaccination status at the start of their rental.

To resume rentals, a custodial service will need to be obtained to ensure proper sanitization requirements are being met.

Permit Holders will be required to do a light clean including wiping down all touch points. The custodial service will be scheduled twice weekly for a deep clean.

Volunteer Board members will still be required to attend the facility after the rental to ensure that cleaning was completed, and no damages occurred. They will report this to Township Staff to return the Damage Deposit.

4.0 Related Policies / Procedures

COVID Safety Plan & Hall Protocols

5.0 Financial / Budget Assessment

The costs will be minimal as these will be added to our current cleaning contract, and cleaning will be done at a minimum of twice a week.

Additional costs may be required to ensure proper safety measures are met including signage, floor markers, sanitizer etc.

6.0 Climate Change Impacts

No direct climate change impacts with respect to this report.

7.0 Communications

Staff will coordinate implementation of the adopted policy with all the hall boards where rentals take place.

8.0 Conclusion

On the basis that the COVID Safety Plan & Hall Protocols has been attached to the report, staff recommend council adopt the policy for implementation on January 3, 2021.

9.0 Recommendation

BE IT RESOLVED THAT Report Number 2021-PRF-013 be received, and

THAT council approve the COVID Safety Plan & Hall Protocols and open facilities for rentals on January 3, 2022.