

# COVID-19 Protocols for the RACCC – June 30, 2021

The continued presence of the COVID-19 virus in the Ottawa area has resulted in ongoing significant restrictions on club activities in order to reduce physical contact and, thereby, the risk of transmission of the virus.

All members of the Club must recognize that the failure to abide by these restrictions could result in the reinstatement of activity restrictions to the detriment of all members.

The protocols and guidelines will be updated in accordance with the latest information from provincial and local authorities and the RA centre. The club expects that there will be several updates to the rules that the club must follow several times during the summer of 2021.

## Overall Protocols for Activities

### Provincial/Local Regulations

All Club activities must comply with:

- all applicable provincial and local regulations and restrictions for the Ottawa area and the areas where the activities are to be undertaken; and
- any requirements from the RA Centre.

These protocols and guidelines are in addition to, not in substitution for, those regulations and restrictions.

### Responsibility For Individual Safety

All Club members and their guests are responsible for their own safety.

If anyone has a concern about safety on a club trip/activity, including COVID and non-COVID hazards, they should report it to the leader of the trip/activity.

Participants who do not feel that a trip/activity is not safe should not participate in the activity.

Because of the greater difficulty in conducting rescues while following COVID protocols paddlers should lower their exposure to risk. For example:

- WW paddlers capable of running R3+ rapids may want to restrict themselves to R3- rapids.
- If possible, avoid crossing large expanses of open water.

### Signing Waivers

All Club members must complete the RA's online COVID waiver once. Renewing members who have already completed it are not required to complete it a second time. Guests on club trips/activities must complete and sign a guest waiver prepared by the RA.

These waivers include clauses exempting the RA Centre and the activity leaders from any and all liability from any injury or illness arising from or in the course of undertaking the activity. This includes clauses related to Covid. The forms must be completed and submitted prior to undertaking the activity.

### Removal From an Activity

Any Club member who is exhibiting or feeling any recognized symptoms of COVID-19 must withdraw from the Club activity immediately. In addition, if an activity leader considers that a participant may be exhibiting symptoms of COVID-19, the activity leader may require that the person considered to exhibit these symptoms cease to participate in the activity and remove himself or herself from the group. Given the immediate risk that may be created for the group, the decision of the activity leader will be final and without right of appeal.

### Notification of a COVID diagnosis

Anyone who receives a COVID-19 diagnosis within 14 days of participating in a club trip/activity shall notify the trip leader and a member of the Executive immediately. The trip leader or Executive Member will then notify RA management and the trip participants. Ottawa Public Health is primarily responsible for contact tracing however the club will notify participants to ensure that the notification is made as quickly as possible.

### Participant Lists

Within one day of any club trip/activity, the trip leader will email the participants' names to Jill Laidlaw at the RA ([jlaidlaw@racentre.com](mailto:jlaidlaw@racentre.com)) with a copy to Paul Hughes ([flatwater@racc.ca](mailto:flatwater@racc.ca)) for flatwater trips or Peter Kasurak ([whitewater@racc.ca](mailto:whitewater@racc.ca)) for whitewater trips. The list will be used to contact participants in the case of a possible exposure COVID.

### Physical Distancing

Participants in Club activities who do not share the same household shall maintain physical distancing of two meters from one another.

### Vaccinations

Current Ontario government rules do not have any exceptions for people who have 1 or 2 doses of COVID vaccinations. People who have been vaccinated must follow the same rules as people who are not.

# Trip/Activity Planning

## COVID Screening

Prior to participating in any club trip or activity the leader must ensure that all participants have completed the questionnaire in [Appendix 1 Screening Questionnaire](#). The screening need not be in writing nor do the results have to be written down.

## Size Limits

Ontario regulations limit the number of participants in outdoor activities depending on the stage of reopening. They are:

- Stage 2 - Limit of 25 people
- Stage 3 - Limit not specified

## Sharing Boats

In stage 2 there are no restrictions on who can share boats. People sharing boats must maintain a 2-metre distance.

## Trip Location Selection and Evacuation Opportunities

For multi day trips and activities, organizers are encouraged to select trip locations where there will be the opportunity to evacuate a participant to appropriate medical assistance within one day at any point along the trip. These potential evacuation points should be communicated to other participants during the trip planning meeting.

## Electronic Meetings

Where feasible, all meetings shall be undertaken by teleconference or videoconference.

## Use of Forms

Where meetings are undertaken in proximity to other participants, the exchange of forms shall be kept to a minimum. The trip leader will be responsible for completing any forms.

# Carpooling

It has been among the best traditions of the Club to reduce the environmental footprint of trips and increase social inter-action by sharing driving, especially with Club members who do not own a vehicle. In order to reduce the number of vehicles, some Club members have travelled with two or more canoes or kayaks on their vehicles and several passengers in their vehicles. Unfortunately, during the COVID-19 pandemic, different protocols need to apply.

Participants in trips/activities must refrain from carpooling when possible. If, for example, the thought to carpool is to save on gas, we ask members NOT to carpool. However, if participants do not drive, do not have a car, or cannot arrange transportation from someone within their own home, carpooling is acceptable.

Carpooling can be also used if it is the only reasonable way to shuttle between the take-out point of a trip and the put-in point.

Carpooling must follow these procedures:

- Only one person per row per car (a car with a backseat can carry the driver & a passenger, a car with 3 rows of seating can carry 2 passengers);
- All people in the vehicle must wear masks;
- A passenger **MUST** sit in the back seat (diagonal from the driver);
- If possible, keep the windows open during your commute.
- Where possible store personal belongings in the trunk;
- Both passenger and driver **MUST** thoroughly wash their hands before entering the vehicle; and
- Avoid all contact between driver and passenger.

More than one participant per row is allowed as long as all of the occupants of the vehicle are from the same household.

## **Paddling and Portaging**

### **Carrying of Own Equipment**

The owner/user of equipment is responsible for carrying their own equipment to and from vehicles and for any portaging of the equipment on the trip. Tandem carries of canoes and kayaks is allowed as long as both parties keep a distance of 2 metres. Participants sharing a household may carry each other's equipment.

### **Sharing of Equipment**

Paddles and other equipment must be disinfected before they are shared with people from different households.

### **Changing Seats in Boat**

Gunwales and seats must be disinfected before changing positions in a boat on a trip.

### **Physical Distancing**

Unless required to help the occupants of another boat, a minimum distance of two meters shall be maintained between canoes and kayaks on the water.

## **Self-rescue Capacity**

In the event of a dump, trip/activity participants are expected to rescue themselves if possible. If it is not possible, they should swim to shore while other participants rescue the boat and deliver it to them. Canoe over canoe rescues of people should only be done as a last resort.

# Campsites and Shared Meal Sites

## No Sharing of Tents

Unless trip participants share the same household, trip participants shall not share a tent or other sleeping accommodation.

## Distance Between Tents

A minimum of two meters shall be maintained between the entrance points of tents and other sleeping accommodation.

## Sharing of Food

Meals can be shared but the following rules must be followed:

- Only one person shall prepare a meal. NB. Different meals can be prepared by different individuals.
- The person preparing the meal shall wash hands before and after preparing food.
- The person preparing the meal shall wear a mask while preparing and serving food.
- The meal shall be served by the person who prepared it.
- Eating utensils and dishes shall not be shared by people from different households.

## Communal Toilets

Users of communal toilets shall wipe the seating area with a disinfectant or sanitizer after each use.

# Concluding Comments

These protocols have been designed to minimize the risk that COVID presents to people participating in club trips/activities. They do not provide any guarantee that a participant in a Club trip/activity will not contract the virus during the course of an activity.

Club members, especially those that are at increased risk should they contract the COVID-19 virus, who are concerned about the level of risk of contracting the virus during an activity are encouraged to refrain from participating in the activity.

The club understands that many of these protocols are, at best, inconvenient. Nevertheless, we hope that club members will continue to enjoy paddling with the club.

# Boathouse Activities and Equipment Protocols

## Need to Enter Only

Club members and their guests must limit their entry into the Boathouse to necessary activities. They should only enter and remain in the Boathouse where it is necessary to retrieve or return equipment or forms contained in the Boathouse.

## Access Restrictions

Everyone entering the boathouse shall wear a mask that covers the mouth and nose. All people entering the boathouse shall maintain a 2 metre (6') distance to the greatest extent possible.

## Restrict Touching

Persons entering the Boathouse should limit the touching of equipment to those items that they are removing for use or returning to the Boathouse.

## No Shared Use of Forms – Leaders or Their Delegates Only

All trip forms, boat reservation forms and other common forms are only to be touched and completed by the trip leader or delegated person. Participants shall communicate to the trip leader the applicable inventory numbers of all equipment removed from the Boathouse as well as emergency contact information.

## First Aid Kits

Participants on trips are encouraged to bring their own first aid provisions, such as pain medication and treatments of their own minor cuts and blisters. Where the First Aid Kit provided by the Club is opened for use, the interior and exterior of the kit shall be disinfected before it is closed and any face masks that are used are disposed of.

## Disinfecting Equipment

Club members returning equipment are requested to take measures to disinfect equipment prior to use and when these items are returned to the Boathouse. Club members are to use the disinfectant provided by the RA.

## Return of Equipment – Out of Use Period

Many soft surfaces (throw ropes, PFD's, knapsacks, utensil kits, etc.) can be damaged by disinfectant. They shall be returned to a designated area at the rear of the Boathouse with a note saying when they were returned. This equipment shall not be returned to its appropriate location within the Boathouse until a period of five days has passed since the equipment was returned.

## Inventory of Club Equipment

To reduce the risk for the asset coordinator, other volunteers, and members, the weekly shed inventory will be limited to a visual inspection only. We ask that you report any missing or damaged equipment immediately to the Asset Coordinator, by e-mailing [assets@racc.ca](mailto:assets@racc.ca).

### Reporting of Damage to Equipment

Any member of the Club causing or identifying damage to Club equipment shall report it to the Asset Coordinator or any other member of the Executive.

### Meetings

Meetings, including trip planning meetings, may not be held inside the boathouse.

Meetings outside the boathouse may be held if the following rules are followed:

- The rules for access to the boathouse must be followed.
- People must maintain a distance of 2 metres.
- People must wear facemasks.

## Appendix 1 Screening Questionnaire

### Required Screening Questions

1. Are you currently experiencing one or more of the symptoms below that are new or worsening? Symptoms should not be chronic or related to other known causes or conditions.

For individuals who are 18 years of age and older:

Do you have one or more of the following symptoms? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fever and/or chills	Temperature of 37.8 degrees Celsius/100 degrees Fahrenheit or higher
Cough or barking cough (croup)	Not related to asthma, post-infectious reactive airways, COPD, or other known causes or conditions you already have
Shortness of breath	Not related to asthma or other known causes or conditions you already have
Sore throat	Not related to seasonal allergies, acid reflux, or other known causes or conditions you already have
Difficulty swallowing	Painful swallowing (not related to other known causes or conditions you already have)
Decrease or loss of smell or taste	Not related to seasonal allergies, neurological disorders, or other known causes or conditions you already have
Pink eye	Conjunctivitis (not related to reoccurring styes or other known causes or conditions you already have)
Runny or stuffy/congested nose	Not related to seasonal allergies, being outside in cold weather, or other known causes or conditions you already have
Headache	Unusual, long-lasting (not related to tension-type headaches, chronic migraines, or other known causes or conditions you already have)
Digestive issues like nausea/vomiting, diarrhea, stomach pain	Not related to irritable bowel syndrome, menstrual cramps, or other known causes or conditions you already have
Muscle aches	Unusual, long-lasting (not related to a sudden injury, fibromyalgia, or other known causes or conditions you already have)
Extreme tiredness	Unusual, fatigue, lack of energy (not related to depression, insomnia, thyroid dysfunction, or other known causes or conditions you already have)
Falling down often	For older people

For individuals who are under 18 years of age:

Do you have one or more of the following symptoms? <span style="float: right;">■ Yes ■ No</span>	
Fever and/or chills	Temperature of 37.8 degrees Celsius/100 degrees Fahrenheit or higher
Cough or barking cough (croup)	Continuous, more than usual, making a whistling noise when breathing (not related to asthma, post-infectious reactive airways, or other known causes or conditions you already have)
Shortness of breath	Out of breath, unable to breathe deeply (not related to asthma or other known causes or conditions you already have)
Decrease or loss of smell or taste	Not related to seasonal allergies, neurological disorders, or other known causes or conditions you already have
Sore throat or difficulty swallowing	Painful swallowing (not related to seasonal allergies, acid reflux, or other known causes or conditions you already have)
Runny or stuffy/congested nose	Not related to seasonal allergies, being outside in cold weather, or other known causes or conditions you already have
Headache	Unusual, long-lasting (not related to tension-type headaches, chronic migraines, or other known causes or conditions you already have)
Nausea, vomiting and/or diarrhea	Not related to irritable bowel syndrome, anxiety, menstrual cramps, or other known causes or conditions you already have
Extreme tiredness or muscle aches	Unusual, fatigue, lack of energy (not related to depression, insomnia, thyroid dysfunction, sudden injury, or other known causes or conditions you already have)

2. Has a doctor, health care provider, or public health unit told you that you should currently be isolating (staying at home)?

Yes  No

3. In the last 14 days, have you been identified as a "close contact" of someone who currently has COVID-19?

Yes  No

4. In the last 14 days, have you received a COVID Alert exposure notification on your cell phone?

If you already went for a test and got a negative result, select "No."

Yes  No

**5. In the last 14 days, have you or anyone you live with travelled outside of Canada?** If you or anyone you live with are exempted from federal quarantine as per croup Exemptions, Quarantine Requirements under the *Quarantine Act*, select "No".

Yes  No

6. Is anyone you live with currently experiencing any new COVID-19 symptoms and/or waiting for test results after experiencing symptoms?

Yes  No

Results of Screening Questions:

- If the patron answered **NO to all questions from 1 through 6**, they can enter the business or organization.
- If the patron answered **YES to any questions from 1 through 6**, they should not be permitted to enter the business or organization (including any outdoor or partially outdoor business or facility). They should be advised to go home to self-isolate immediately and contact their health care provider or Telehealth Ontario ([1-866-7970000](tel:1-866-7970000)) to get advice or an assessment, including if they need a COVID-19 test.
- If the patron answered **YES to question 6**, they must be advised to stay home, along with the rest of the household, until the sick individual gets a negative COVID-19 test result, is cleared by their local public health unit, or is diagnosed with another illness.
- If any of the answers to these screening questions change during the day, this screening result is no longer valid and the patron may need to screen again, wherever necessary.
- Any record created as part of patron screening may only be disclosed as required by law.

Resources:

- [COVID-19 \(coronavirus\) in Ontario](#) webpage (find a testing location, check your results, how to stop the spread of the virus).
- Ministry of Labour, Training and Skills Development's [Resources to prevent COVID-19 in the workplace](#).