

ST. ELIAS CONVENTION CENTRE / BILL BREWSTER ARENA MEZZANINE SOCIAL GATHERINGS GUIDELINES – COVID-19 PROCEDURES

INTRODUCTION

The following information is excerpted from the Yukon Government COVID-19 webpages. It is provided for general guidance. It is the responsibility of each organizer and attendee of a gathering in a Village facility to ensure that their practice meets or exceeds the regulations and recommendations of the Yukon Government which are in place at the time of their event.

This document is divided into three (3) parts:

1. Responsibilities of Organizers
2. Responsibilities of Attendees
3. Responsibilities of Village of Haines Junction

REPSONSIBILITIES OF ORGANIZERS

Definition

- “Social gatherings are events that happen in private homes or public spaces. These types of events can include:
 - birthday celebrations;
 - retirement parties; and
 - barbecues.

Restrictions

- Spacing of at least 2 metres (6 feet) should be maintained between guests who are not in the same social bubble as defined by the Yukon Government. Guests at a social gathering are not always members of your social bubble.
- Indoors: 20 people with physical distancing between people who are not in the same social bubble.
- Outdoors: 100 people with physical distancing between people who are not in the same social bubble.

Attendee Reminder

Remind guests to stay home if they:

- are sick;
- have been in contact with someone diagnosed with COVID-19; or
- are required to self-isolate.

Hygiene and Sanitization

- Make sure hand sanitizer with at least 60% alcohol is available.
- Have hand sanitizer at entrances and exits of the rental venue for all guests.

Masks

- The Chief Medical Officer strongly recommends the wearing of masks in indoor public spaces and to avoid the 3Cs: Closed spaces with poor ventilation, Crowded spaces; and Close contact.
- Provide masks for any attendees who do not have one.

Promote Physical Distancing (two metres/ six feet)

You can promote physical distancing by:

- arranging tables and chairs to allow room for physical distancing;
- assigning seating to ensure members of the same social bubble sit together;
- limiting movement between tables;
- discouraging mixing and mingling;
- placing signs near entrances that inform guests of the physical distancing measures in place;
- maintaining a single point of entry into the rental venue;
- regulating entry, including lines and waiting areas, to prevent congestion;
- considering use of a one-way traffic flow;
- making sure washrooms are available for use at all times; and
- reminding attendees to avoid gathering before or after the gathering.

Food and drink

- Limit the number of people handling or serving food.
- Serve drinks and food directly to guests.
- Do not provide open self-serve food (including refill stations, condiment stations, salt and pepper shakers, water pitchers, snacks, etc.).

If a bar or food preparation area is open to seating or public areas

- Utensils, garnishes and glassware must be 2 metres (6 feet) away from members of the public. If these cannot be away from the public, a physical barrier will protect the area from contamination.

Entertainment

- Dancers must maintain a minimum of 2 metres between each other and 4 metres from the audience, unless separated by plexiglass or a similar barrier.
- Performance of live music should be in an outdoor space if possible. If the performance is indoors it is subject to the following conditions:
 - maintain physical distancing of 2 metres (6 feet) or a physical barrier between musicians and attendees at all times; and
 - where singing is part of the live music performance, 3.5 metres (12 feet) or a physical barrier must be between performers and attendees.
- Karaoke is permitted for solo performers only, or limited to members of the same social bubble.
- Wind or brass instruments are permitted outdoors only with physical distancing requirements of 2 metres (6 feet).
- Musicians and performers must be screened for illness prior to each performance.
- Ensure musicians and performers are practising frequent hand hygiene.
- Musicians and performers should not share instruments, music stands or other related equipment. If it is shared, it must be thoroughly sanitized between uses.
- Microphones must be disinfected between uses.
- Performers may bring and use their own microphone.
- Singers must be 4 metres (12 feet) from other attendees or separated with a physical barrier.

Record Keeping

- Keep the names and contact information of participants and spectators for contact tracing. Keep the records for a minimum of 21 days.

RESPONSIBILITIES OF ATTENDEES

When not to Attend

Do not attend a social gathering if you:

- have any symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease, even if they are mild;
- are required to self-isolate due to travel within the last 14 days;
- had close contact with someone diagnosed with COVID-19; or
- have been directed to self-isolate by Yukon Communicable Disease Control.

Masks

- The Chief Medical Officer of Health strongly recommends wearing masks.

How to interact with others

- Minimize gestures that involve close contact such as hugs and hand shakes.
- Use verbal greetings and wave to other guests.
- Maintain physical distance of at least 2 metres (6 feet) and limit contact with people who are not in your social bubble:
 - be particularly mindful in areas where it is harder to keep distance, such as:
 - parking lots; and
 - entry points and exit points.
- Sit with members of their social bubble as much as possible.
- Practise proper hygiene, this includes:
 - hand washing;
 - coughing or sneezing into your elbow; and
 - avoiding touching your face.
- Limit contact with commonly touched surfaces or shared items.

Feeling sick before, during or after a gathering?

- Use the [COVID-19 self-assessment tool](#) or contact your health care provider for guidance.
- If you become ill while at an organized or social gathering you should go home immediately. This should be in a private vehicle if possible.

Wash your hands

Wash your hands with soap and water for at least 20 seconds or use hand sanitizer. This is recommended:

- upon arriving at the venue;
- before and after eating food; and
- after touching surfaces such as:
 - hand railings;
 - light switches;
 - elevator buttons;

- door handles; and
- toilets.

RESPONSIBILITIES OF VILLAGE OF HAINES JUNCTION.

Signage

- Post signs at entrances advising guests who arrive with symptoms to return home.
- Post signs indicating the entrance and exit doorways to the event.
- Post signs encouraging the use of masks.

Equipment

- Provide chairs and tables adequate for the event
- Arrange tables and chairs to allow room for physical distancing if event set-up requested

Washrooms

- Make sure washrooms have liquid soap, paper towels and toilet paper.
- Make sure warm running water is available.
- Provide single-use hand towels or paper towels for drying hands so guests do not share a towel.
- Increase the frequency of cleaning and disinfecting washrooms.

Cleaning and disinfecting

- General cleaning and disinfecting should occur after every event.
- Cleaning and disinfecting should follow the Yukon Government workplace cleaning and disinfecting guidelines.
- High traffic areas, surfaces and objects such as door handles, light switches, counters and faucets should be cleaned and disinfected.
- Garbage bins should be emptied frequently. Gloves should be used when removing garbage bags or handling and disposing of trash and hands should be washed after taking off the gloves.