

COVID-19 Safety Plan:

2021 See You on the Patio Program

Company details

Business Name:	The Corporation of the City of Orillia
Date Completed:	April 22, 2021
Last Updated:	June 28, 2021
Effective Date:	July 1, 2021
Approved by:	Emergency Management Committee of the City of Orillia

This Safety Plan was created in compliance with the Province of Ontario's [COVID-19 Roadmap to Reopen](#) which requires all organizations adhere to the General Public Health Measures summarized in the framework.

Guiding Principles

From the start of the COVID-19 pandemic, the City of Orillia has been guided by the following principles that are embedded in this COVID-19 Safety Plan:

Health & Safety : The City will prioritize health and safety of staff and our community. We will follow Provincial and Simcoe Muskoka District Health Unit (SMDHU) guidance regarding physical distancing and other protective measures recommended for workplaces.

Communications: The City will ensure constant communications with City staff and the public as we assess and adapt to a continuously evolving situation.

Working Together : The City will evaluate and revisit procedures and approaches, following the lead of the Province and SMDHU. The City will consider new approaches to adapt to the new and changing reality. The City will embrace change that improves the health and safety of our staff and community. All decisions and actions will be considered regarding the impact on City staff. Mental health and psychosocial support shall be a priority at all phases of recovery.

How will you ensure all workers know how and are able to keep themselves safe from exposure to COVID-19 as it relates to the street closure and animation components of the See You on the Patio (SYOTP) Program?

Actions:

- The City of Orillia's Emergency Management Committee (EMC) consists of the Mayor, the Chief Administrative Officer, the Director of Business Development and Communications, and the Fire Chief, who is responsible for the City's Emergency Management Plan and the EMC has approved this plan, and will be required to approve any changes to this plan.
- All Orillia businesses and performers are required to adhere to COVID-19 related guidelines, undertake screening measures and prepare their own COVID-19 Safety Plan.
- Those businesses and performers who are participating in the animation program (including both performers and host venues) will be required to sign a waiver "Release of Liability, Waiver of Claims, and Assumption of Risks". In addition to accepting any risk associated with the orna program, both performers and host venues must agree to a number of safety measures, including, but not limited to:
 - Artists are required to maintain a minimum distance two metres (six feet) from others, except, should it be necessary for performers to be closer for the purpose of the performance or rehearsal.
 - When physical distancing is a challenge, masks must be worn except during the performance or rehearsal.
 - Barriers are required between the audience and performers when singing or woodwinds are involved.
 - Artists are expected to have on hand their own supply of hand sanitizer, mask(s), eye protection and any other personal protective equipment required to perform safely for the public.
 - Performance spaces will be marked out to help with physical distancing between the artist(s) and audience.
 - Artists are required to be self-sufficient to avoid the need for sharing equipment. There will be no sharing of equipment with the public or other performers.
- Venue hosts are required to provide the City with a COVID-19 safety plan that follows relevant health and safety guidelines and regulations.

- The SYOTP Program will include a street closure on Fridays and Saturdays from 5 – 11 p.m. which will be contingent upon the guidelines in this safety plan.
- During street closures, COVID-19 Related Safety Guidelines will be communicated via six double-sided sandwich board signs placed throughout the downtown core by the Downtown Orillia Management Board and/or their security personnel. These signs will be located in the following areas:
 - On both sides of West Street at the intersection of Mississaga Street East/West.
 - On both sides of Peter Street at the intersection of Mississaga Street East.
 - At the eastern most point of the street closure on Mississaga Street East.
 - At the western most point of the street closure on Mississaga West.
- Restaurants are permitted to operate patios during all steps of the Province of Ontario’s Framework to Reopen. Live performances and the animation will only occur beginning with step 2 in accordance with the framework.
- Regardless of which step designation the Province is in, the City of Orillia also has the sole right (by authority of the Director of Business Development and Communications or designate) to cancel a street closure or suspend the animation program for the following reasons:
 - Visitors to the downtown core are no longer able to maintain social distancing due to crowding; and/or
 - New COVID related information, guidelines, or restrictions may affect the street closure or animation programs; and/or
 - Venues or performers are found to be non-compliant; and/or
 - Inclement weather is forecasted which may impact the ability to accommodate visitors to the downtown core in an outdoor setting; and/or
 - Any other safety related concern is assessed to deem a cancellation of the street closure or suspension of the animation program appropriate.
- Where a decision regarding street closure cancellation or animation program suspension has been made, the City’s Communications staff will assist with cancellation updates through the City’s social media accounts, and an email will be sent to all members of the Economic Recovery Task Force so that this update can be disseminated throughout the community.
- Where possible, a potential decision to cancel the street closure or animation will be made as early as noon on the Thursday preceding the street closure or animation

program to 2 p.m. on the day of street closure or animation program in order to provide ample time for communications.

- The City's Communication and Business Development staff will be responsible for communications related to a cancellation of the street closure or suspension of the animation program to the general community and the business community, and the City's Culture staff will be responsible for communicating the suspension of the animation program to affected performers and/or host venues.
- At least four sanitization stations with public access to hand sanitizer will be placed throughout the downtown core during street closures by the Downtown Orillia Management Board and/or their security personnel.
 - The Downtown Orillia Management Board will be hiring security for the duration of downtown street closures (referred to throughout this safety plan as security personnel). If these security personnel have concerns regarding crowding, or other safety controls which they are not able to maintain themselves, they will contact the OPP non-emergency line (1-888-310-1122). The OPP have authority to enforce the province's Trespass to Property Act, Liquor Licence Act, gathering limits, and have resources available 24/7.
 - Should the DOMB, security personnel, City staff, Municipal Law Enforcement Officers or OPP believe that a street closure cancellation is required, they will advise the Director of Business Development and Communications or designate immediately.
 - The Director of Business Development and Communications, or designate, will make a determination on a road closure and will set a time for the closure (at least one hour's notice will be provided).
 - DOMB staff and downtown security personnel would then be required to notify participating retailers/restaurants to stop seating people and taking reservations and those participating businesses will have to remove their patios or products from municipal property (the street and sidewalks) by the time identified by the Director Business Development and Communications. Seasonal patios which have an approved lease with the City of Orillia as well as permanent patios may continue to operate as these businesses do not require a road closure in order to operate.
 - The City's Communication and Business Development staff will be responsible for communications related to a cancellation of the street closure or suspension of the animation program to the general community and the business community, and the City's Culture staff will

be responsible for communicating the suspension of the animation program to affected performers and/or host venues.

- At the advice of the Simcoe Muskoka District Health Unit the City of Orillia may continue to close the street to make room for pedestrians and the expansion of business activities, however, City staff will ensure that the street closure is not promoted as an “event”.
- No community groups nor organizations, or outside vendors will be invited to take part in the downtown street closure in order to ensure that the street closure is not perceived to be an “event”.
- The Orillia Farmers’ Market (OFM) will operate three Friday night markets on July 9, July 23 and August 13, in accordance with their constitution and organizational mandates. The OFM will:
 - Occupy its usual space within the Library and Orillia Opera House exterior and parking lot
 - Will be governed by their existing bylaws and terms of reference
 - Will be its own entity, and not governed by the See You on The Patio staff

How will you screen for COVID-19?

Actions:

- All Orillia businesses and performers are required to adhere to COVID-19 related guidelines, undertake screening measures and prepare their own COVID-19 Safety Plan.
- As the street closure impacts the public realm whereby there are no requirements for screening, and animation will be hosted by participating businesses who are required to undertake their own screening, no additional screening measures are required.

How will you control the risk of transmission in your workplace?

Actions:

- The Downtown Orillia Management Board will ensure that all staff who are working the street closures wear appropriate Personal Protective Equipment, maintain social distancing and follow all other COVID-19 safety guidelines.
- Those businesses and performers who are participating in the animation program (including both performers and host venues) will be required to enter to sign a waiver “Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19”. In addition to accepting any risk associated with the animation program, both performers and host venues must agree to a number of safety measures.

What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

Actions:

- The Simcoe Muskoka District Health Unit (SMDHU) issued an [order](#) on March 8, 2020 that requires anyone who is a close contact or a household member of a person who might have, or does have, COVID-19 to self-isolate. The order defines a close contact and outlines the requirement to self-isolate for 14 days, even with a negative test or no symptoms. This new order augments orders already put in place by the Province in response to concerns about the increased transmissibility of “variants of concern” which the SMDHU believes is fast becoming the dominant COVID-19 strain in our community. Anyone identified as a “close contact” under this broadened definition, should NOT come to the workplace; instead they should self-isolate at home and contact the SMDHU at (705) 721-7520 for further instructions.
- All participating businesses and performers will be required to follow COVID related guidelines pertaining to potential cases or suspected exposures to COVID-19.

How will you manage any new risks caused by changes to the way you operate your business?

Actions:

- Risks will be assessed on a weekly basis and any new concerns which are raised as a result of the street closure or animation program will be brought forward for discussion with and consideration by the Director of Business Development and Communications.

Violence and Harassment

The City of Orillia and Downtown Orillia Management Board will retain security personnel for downtown street closures to assist with any security concerns which may arise during the street closure.

How will you make sure your plan is working?

Actions:

As the state of COVID-19 continues to evolve, the COVID-19 Recovery Framework is under constant review by the City of Orillia Emergency Management Committee (EMC). Required updates are provided to the Senior Leadership Team (SLT) for implementation. The EMC and SLT in partnership with the Economic Recovery Task Force will continue to monitor and adjust City plans based on information and input from the following:

- Provincial Legislation/Regulations (Re-opening / Response Framework)
- Provincial Ministry of Health Guidance
- SMDHU Guidance
- Health Canada Guidance
- Ministry of Labour Training & Skills Development Guidance and Workplace Resource Documents
- Various Safe Workplace Association Industry and Workplace Resource Documents
- Feedback received from employees and Joint Health and Safety Committees
- Feedback from the Economic Recovery Task Force, Downtown Orillia Management Board, security personnel, participating businesses and performers

Changes to the City's COVID-19 Safety Plan for the See You on the Patio Program will be shared with participating businesses, Economic Recovery Task Force partners and published on the project webpage at Orillia.ca/patioprogram.