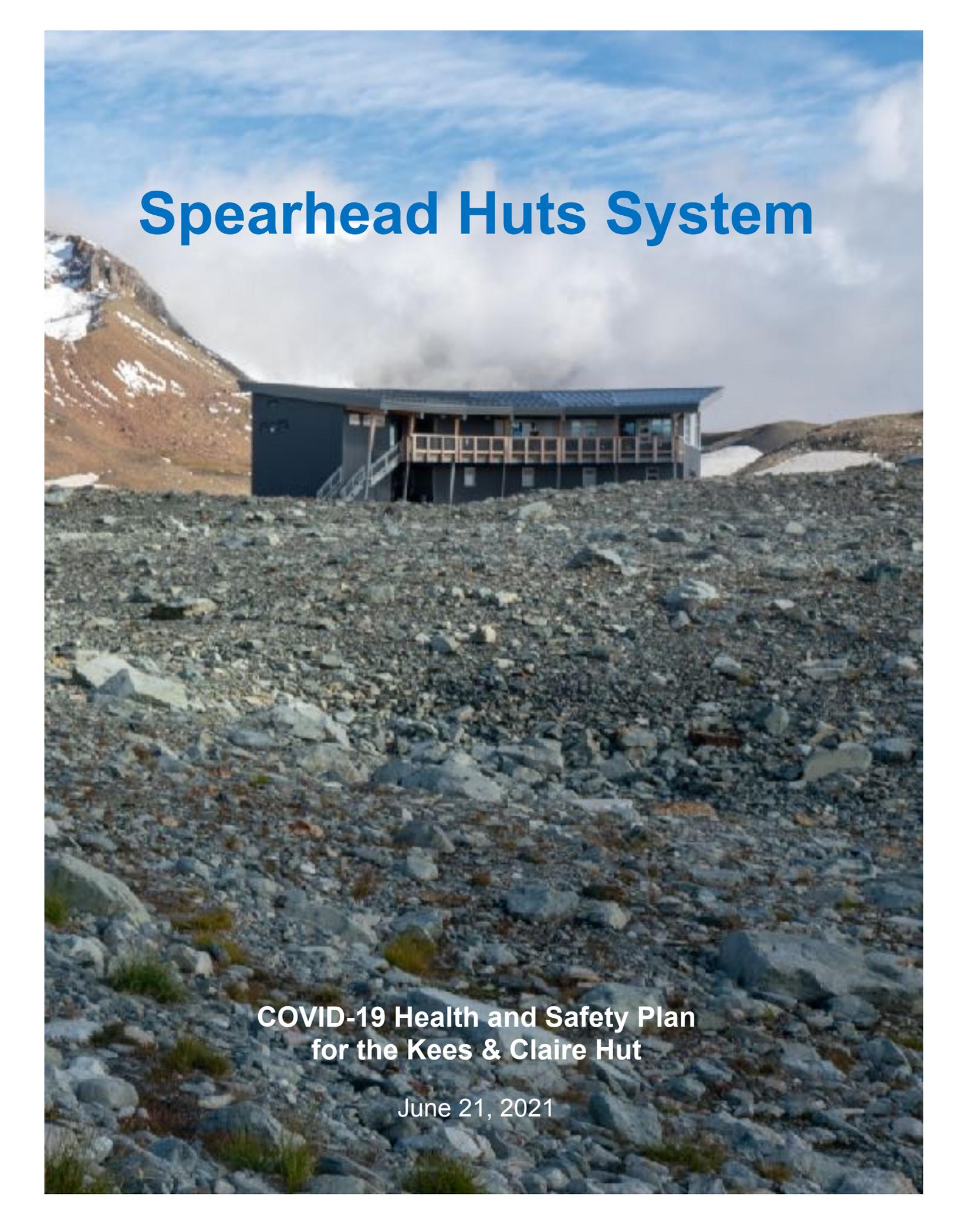


Spearhead Huts System



**COVID-19 Health and Safety Plan
for the Kees & Claire Hut**

June 21, 2021

TABLE OF CONTENTS

Table of Contents	i
Introduction	i
Hut Availability, Capacity, and Fees	i
Visitor Booking Procedures and Conditions	ii
Staff Operating and Cleaning Procedures.....	ii
Reporting	iii
Contacts and Resources	v

INTRODUCTION

The Kees and Claire Hut was closed to the public on March 18, 2020 due to the COVID-19 pandemic. The Spearhead Huts Society (the Society) was approved to send staff into the hut during the closure of Garibaldi Provincial Park to maintain critical hut systems and safeguard the hut. The Operations Manager, Maintenance Manager, and volunteer custodians visited the hut approximately every 2 to 3 weeks from March 18 to July 31, 2020 to check on the mechanical, electrical, and heating systems. From August 01, 2020 custodian have been doing weekly checks on the hut.

In anticipation of the park and hut opening in late June 2021, the Society has prepared this updated COVID-19 Health and Safety Plan to protect staff and visitors during their stay at the hut. The Society is taking steps to follow all guidance from BC Parks, the Provincial Health Officer, Worksafe BC, the BC Center for Disease Control, and the Vancouver Coastal Health Authority. The Society will monitor the implementation of this plan and in the coming weeks and months, make any updates necessary due to new guidelines issued by the Provincial Health Officer or Worksafe BC.

HUT AVAILABILITY, CAPACITY, AND FEES

The following changes are proposed under phase 2 of BC reopening:

1. The maximum number per group will be as per the current PHO (next PHO update July 01). Under the current phase 2 the maximum is 6. This maximum will be revised as the PHO is updated and BC moves to phase 3 opening. SHS will submit any capacity changes to BC Parks for approval. The group organizers will provide all guest names and contact information and ensure the group and individuals comply with the current PHO before heading to the hut. A questionnaire will be sent to the group organizer to confirm acknowledgment and compliance of current PHO.
2. There will be one group per night. This group will be comprised of what is allowed under the current PHO (next update July 01, 2021). Multiple groups per night will be considered when the PHO allows it.
3. Two night minimum stay.
4. No interval between groups.
5. Groups/guests will be responsible for sanitizing and cleaning the hut on arrival and before departure. SHS will provide each group leader with a cleaning and sanitizing instructions before heading to the hut. Cleaning and sanitizing supplies will be supplied by SHS. Custodian will do weekly spot checks for cleaning and sanitization and clean and sanitize hut as necessary.
6. SHS will block off one day per week for custodians to check on the hut to ensure systems are operating and to do repairs and maintenance as necessary and to resupply the hut with consumables. E.G. sanitizing solution, toilet paper, etc.
7. The fee for the hut will be for the whole hut on a nightly basis exclusively for one group, the proposed fee is \$600/night for up to 6 people. The maximum group size will be limited to what is allowed by the current PHO.
8. Possible re-opening time frame from June 23/2021 to July 01/2021.

VISITOR BOOKING PROCEDURES AND CONDITIONS

The re-opening of the hut with the new procedures will be advertised on the Spearhead Huts Society website and e-newsletters. With each enquiry, people will be briefed on the new procedures. They will be required to read key conditions, as outlined below, and to confirm their understanding and acceptance of these conditions before finalizing a booking.

- The maximum group size is 6 people, and the minimum stay is 2 nights.
- The booking fee is a flat fee for the 2-day period, regardless of the number of people in the group or the number of nights stayed.
- Refunds will not be given for cancellations made by the visitor less than 30 days prior to the booking.
- Refunds will be given for cancellations initiated by the Spearhead Huts Society.
- The booking is a sole booking. Non-registered people are asked to not enter the hut.
- Visitors must follow current PHO guidelines while in the hut as much as possible, especially when using shared spaces, such as corridors, stairwells, the lounge, and toilets.
- The maximum capacity of people per room is posted in each room. Visitors must abide by the maximum set number and self-regulate.
- Visitors must bring masks for mandatory use when physical distancing is not possible inside the hut. For example: in the case of a medical emergency or evacuation.
- If a visitor experiences any COVID-like symptoms during their stay at the hut (fever, cough, sore throat, runny nose, shortness of breath), they must immediately vacate the hut, hike out with a companion, and return to their place of origin to follow up with the local health authority for possible testing for COVID-19. If the party is not able to hike out, the group must call 911 for assistance. Any associated costs are the responsibility of the visitor and not the Spearhead Huts Society.
- While the party is preparing to vacate the hut, the party must implement the following:
 - Self-isolate the individual experiencing the symptoms and maintain 2 meter distance from others,
 - If a 2 meter distance cannot be maintained, the individual and their companions must wear masks,
 - Members of the party will be expected to support this individual by bringing them water and food and assisting them to go to the washroom when in isolation.
- Visitors who experience any COVID-like symptoms within 2-weeks after their stay must also report to the Hut Booking Agent.
- Visitors must provide contact information for all persons in their group and agree that this information can be provided to the appropriate health authorities for contact tracing purposes if the need arises.

An information package will be emailed out re-stating the above conditions. The package will include a phone number to call if people experience any illness during their stay at the hut or in the 2 weeks following their stay.

STAFF OPERATING AND CLEANING PROCEDURES

Custodian visiting the hut will follow the SHS Worksafe BC safety plan as submitted to BC Parks.

The custodial staff will follow applicable sections from Tourism and Hospitality Best Practices Guidelines for Accommodation. See:

<https://www.bcha.com/uploads/1/2/6/6/126614051/>

[bcha_tourism_and_hospitality_covid-19_health_and_safety_best_practice_guideline__accomodations_combined__updated_july_16_2020.pdf](https://www.bcha.com/uploads/1/2/6/6/126614051/bcha_tourism_and_hospitality_covid-19_health_and_safety_best_practice_guideline__accomodations_combined__updated_july_16_2020.pdf)

As well, they will follow the BC Centre for Disease Control, COVID-19 Guidance to the Hotel Sector. See:

<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-hotel-sector.pdf>

Custodial staff have removed unnecessary items from the hut that cannot easily be cleaned and store them in the locked basement. This will include games, books, extra cookware, dishes and utensils, and any other non-essential items.

Guest will be sent a cleaning and sanitizing check list to follow. They are required to clean and sanitize the hut upon arrive and departure. SHS will provide the necessary cleaning supplies for guest to complete this task. Custodians will visit the hut once a week to do spot checks and clean and sanitize as necessary.

During custodian visits they will also perform routine maintenance and restock of supplies. These visits will generally be scheduled when guests are not present at the hut.

Guest are required to take all garbage with them and leave the hut as clean as when they found it.

The hut has 6 commercial hand-sanitizer stations: two in the Toilets, one in the Kitchen, one in the food storage area, one in the bunk level wash area and one in vestibule by the entrance door. Additional bottled hand sanitizers have been placed in strategic locations throughout the hut. Other spray cleaners and disinfectant/sanitizers will be available on the kitchen counters and tables.

There will no is scheduled interval between guest and custodian visits.

Custodians will be provided with personal protective equipment, such as gloves, masks, and safety goggles to use while cleaning. They will be trained on the following:

1. COVID-19 in the workspace and how it spreads
2. How to prevent the spread of COVID-19 and stay safe in the workspace
3. Proper use of PPE (masks, gloves, goggles, etc.)
4. Proper cleaning and disinfecting procedures

Custodians will complete the following when checking on the hut:

1. Re-organize large moveable items, such as tables and chairs.
2. Re-organize kitchen equipment, such as dishes, pots, utensils.
3. Follow the cleaning and sanitizing check list as supplied to guest when necessary, which includes all high-contact touch surfaces. The surfaces will include:
 - Stair handrails, exterior and interior
 - Door levers and push plates, window levers
 - Switches for lights, fans, and other controls
 - Tabletops and countertops
 - Chairs
 - Cabinet faces and handles
 - Sinks, toilets, and toilet compartments
 - Storage cubbies and bunk ladders
4. Restock all cleaning supplies for public use and hand-sanitizer stations.
5. Perform routine maintenance and repairs as required.

If custodians encounter guests or need to stay overnight at the hut they will have to follow the protocols set out in the SHS Worksafe BC safety plan.

COVID-19 operating procedures will be posted in a prominent location for guests to follow.

REPORTING

The Society will update BC Parks on a regular basis to confirm that the procedures are working well, and visitors are enjoying their stay. If there are any cases of suspected illness, the Society will inform BC Parks and Vancouver Coastal Health Authority immediately.

The hut will be closed while the incident is investigated. Affected bookings will be informed and cancelled. The appropriate contact information will be given to the health authority for contact tracing. The Society will follow the guidance of the health authority and thoroughly clean and sanitize the hut. The hut will only be re-opened with the appropriate approvals.

Spearhead Huts Society
www.spearheadhuts.org

BC Parks – Sea to Sky Section:
<http://bcparks.ca/explore/parkpgs/garibaldi/>

BC Center for Disease Control

- <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>
- Non-medical information about COVID-19 is available 7:30am-8pm, 7 days a week at:

1-888-COVID19 (1-888-268-4319).
- Cleaning and Disinfecting:

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting>
- Poster for cleaning in public settings:

http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

Health Link BC

<https://www.healthlinkbc.ca/>

- See the above link for provincial public health alerts and the Self-Assessment Tool.
- For guidance from a healthcare professional, call Health Link BC at 811.

Vancouver Coastal Health Authority

- www.vch.ca/covid-19
- Poster for housing facilities and shelters: <http://www.vch.ca/Documents/COVID-19%20-%20Poster%20for%20housing%20facilities,%20shelters,%20and%20other%20community%20services.pdf>