

# **Bulkley Valley Cross Country Ski Club**

## **COVID-19 Safety Plan for 2020-2021**

The Bulkley Valley Cross Country Ski Club (Club) prepared this COVID-19 Safety Plan based on requirements and guidance from public health officials, our provincial sport organizations, WorkSafeBC and Recreation Sites and Trails BC.<sup>1</sup>

We feel strongly that we can provide great skiing while staying safe during this pandemic and we thank you for your help in making that happen by complying with this COVID-19 Safety Plan. However, as long as the virus is present in our community, it is impossible to completely eliminate the risk and each skier must make their own decision as to whether it is in their best interest to participate in any activity at the BV Nordic Centre.

This COVID-19 Safety Plan consists of:

- Rules and guidance for everyone using the Bulkley Valley Nordic Centre
- Measures being taken by the Club to address COVID-19 safety
- General policy on illness and outbreaks (Appendix A)
- Additional safety plan details specific to skill development programs (Appendix B), events (Appendix C) and Nordic Centre operations (Appendix D)

This COVID-19 Safety Plan may be revised to address newly identified concerns or updated guidance. Substantial revisions will be communicated to members by email and will be noted on the Club website.

### **Rules and Guidance for Everyone Using the BV Nordic Centre**

If you (as a club member, employee, volunteer or guest) choose to use BV Nordic Centre trails or facilities or participate in club programs or events, you **MUST FOLLOW THESE RULES**

- Stay home if you don't feel well or are displaying symptoms of COVID-19. If unsure how to self-assess, use the BC COVID-19 self-assessment tool <https://bc.thrive.health/covid19/en>.
- Stay home If you live in a household with someone who has COVID-19 or is showing symptoms.
- Maintain 2 metre physical distancing in the parking lot, on trails and in the buildings.
- To facilitate COVID-19 contact tracing by public health:
  - Contact information will be collected when day tickets are sold.
  - Season pass holders should keep track of when they use the Nordic Centre.
  - All users should keep track of guests who accompany them to the Nordic Centre.
  - Organizers will specify how to register for events and work bees.
- If you use the lodge, washrooms, wax hut or biathlon hut:
  - You must wear your own mask and use hand sanitizer when entering or leaving Nordic Centre buildings. You may remove your mask while you are eating at a lodge table.
  - Comply with the posted occupancy limits posted for the buildings<sup>2</sup>. The occupancy limit for the upstairs at the lodge is 25.

GUIDANCE to reduce the risk of COVID transmission and respect concerns of other skiers:

- Parking lot etiquette:
  - Stay in your car until there is room to be 2 metres from other people.
  - At the lower parking lot, keep your dog in the car until you are ready to ski.
- Trail passing etiquette:
  - Our trails are wide, so use the space to keep 2 metres apart during passing.
  - Skaters passing or being passed should move to a classic track and double pole.
  - If you are approaching from behind, call out “Passing” to warn others you want to pass.
- Lodge etiquette:
  - Wear your mask
  - Bring your own sanitizer and use it entering and leaving the lodge or washrooms.
  - If you plan to eat at the lodge, use your own dishes and utensils.
  - To use a table, sanitize it before and after use.
  - Take your garbage home with you.
  - Extra cleaning by volunteers is hugely appreciated. Sanitizing supplies and information will be available upstairs in the lodge.
  - Do not linger in any building or use it as a play space.
- Do not approach the groomers and caretakers while they are working. Greetings and thanks from afar are welcome. Email [trails@bvnordic.ca](mailto:trails@bvnordic.ca) to give detailed feedback.
- Do not visit the Nordic Centre if you don't plan to ski or are not essential support to a skier.
- If you can be calm and be kind, please help communicate this Safety Plan to others.

### **Questions or Suggestions?**

If you have questions or suggestions about the Club's COVID-19 Safety Plan, please let us know by emailing [feedback@bvnordic.ca](mailto:feedback@bvnordic.ca). All emails will be read and considered, but we might not respond individually to all feedback.

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<sup>1</sup> The Club operates the Bulkley Valley Nordic Centre under a Partnership Agreement with Recreation Sites and Trails BC (RSTBC). The Club offers Nordic and Biathlon skill development programs according to the rules, guidance and support of Cross Country BC (CCBC), Biathlon BC and viaSport BC. The lodge and other buildings owned by the Club are subject to inspections and permits from Northern Health and other government agencies. Some of our operations rely on paid employees who are covered by WorksafeBC regulations. The safety of Club volunteers is guided by CCBC and RSTBC as well as the Club's own safety policies.

<sup>2</sup> Occupancy limits are intended to provide 5 square metres per person to allow physical distancing. Ref: [Guiding Public Health principles for business operators during COVID-19 pandemic](#)

## **Measures Taken by the Club to Address COVID-19 Safety**

1. This COVID-19 Safety Plan will be posted on the Club's website, the lodge and information kiosk.
2. Signs will be posted in buildings regarding distancing, occupancy limits, masks and sanitizing.
3. The Club will assign someone to re-fresh sanitizing supplies<sup>3</sup> daily and to clean high touch surfaces at least twice a day at the lodge and washrooms.
4. The lodge kitchen will be closed to general use. Use for events will be dependent on event safety measures.
5. The Club will arrange tables and chairs and post signage for maximum 6 chairs per table and chairs at tables to be at least 2 m from the next table's chairs.
6. Couches, armchairs and extra table chairs will not be available for use.
7. The Club will not rent the lodge to groups. The Club may allow exclusive use of the lodge upstairs for small meetings by club programs or associated organizations.
8. To facilitate skill development programs or events, the Club may restrict use of a building or a section of trail. When doing so, the Club will seek to reduce the impact on recreational skiers.
9. If requested by public health officials, the Club will support COVID-19 contact tracing by providing contact information of those using club facilities, programs and events. To facilitate this:
  - Online registration for membership, programs and events will require agreement to this Safety Plan and the use of names and contact information for COVID-19 related purposes.
  - Contact information and agreement to this Safety Plan will be collected when day tickets are sold online, at McBike or with sanitized pencils at the Nordic Centre's self-serve locations.
  - Friendly ticket checkers may ask skiers for name and contact information if a season or day pass is not visible from a distance.

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<sup>3</sup> BC Centre for Disease Control poster on Cleaning and Disinfectants for Public Settings  
[http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf)

## Appendix A: General Policy on Illness and Outbreaks

This policy applies to all users of the BV Cross Country Ski Club ski trails and buildings, including visitors and spectators.

1. **All users should self-assess their health** before arriving at the BV Nordic Centre to ascertain that they are not feeling any of the COVID 19 symptoms.  
If unsure how to self-assess, please use the BC COVID-19 self-assessment tool <https://bc.thrive.health/covid19/en>.
2. **Anyone feeling sick with COVID-19 symptoms** should remain at home and contact Health Link BC at 8-1-1. If someone feels sick or is showing symptoms while at the Nordic Centre, they should go or be sent home immediately and contact 8-1-1 for further guidance.
3. **Anyone who tests positive for COVID-19** should follow the direction of health officials.
4. **Quarantine or self-isolate if:**
  - You have travelled outside of Canada within the last 14 days.
  - You have come into close contact with someone who has tested positive for COVID-19.
  - You have been advised to do so by health officials.
5. **If any user of the BV Nordic Centre ski trails or other facilities tests positive for COVID-19:**
  - The BVCCSC will cooperate fully with Public Health to help with contact tracing.
  - If requested to by Public Health, the club will send an email to all BV Cross Country Ski Club members outlining the place and timing of activity by the potentially infected person. Day pass holders for the day(s) of potential transmission will also be notified.
  - Any person who has come in contact with a potentially infected person should:
    - Follow direction provided by Public Health
    - Stay away from the Nordic Centre trails and buildings for at least 14 days

## Appendix B: Nordic Skills Development Programs

### Safety Plan for Athletes and Coaches

In addition to the 'Rules and Guidance for Everyone Using the BV Nordic Centre':

#### Participation

- Every participant will need to read and complete a Participant Agreement when registering for one of the Nordic Skills Development Programs.
- Coaches are to remind all participants of the rules at the beginning of each day and ensure adequate supervision so that rules are followed with reminders as needed.
- Physical distancing is maintained (2m). Increase distance with higher speed training activities. When possible and safe it is preferable to run/bike/ski BESIDE others instead of BEHIND (on closed roads, wide trails).
- In situations where a coach is required to correct the physical alignment of an athlete, both parties must wear masks.
- For dryland time-trials or races, individual starts only unless athletes are in a cohort.
- Where individuals are able to maintain physical distancing and/or team members from one team are able to keep 2 metres from members of opposing teams at all times, cohorts are not required. Where physical distancing cannot be maintained, modifications may be required or cohorts should be introduced following cohort guidance from Cross Country BC.
- Keep skiers together in designated cohorts. Avoid mixing, remain together for an extended period of time and implement a two-week break if looking to change cohorts.
- 'Get in, Train, Get out.' Athletes arrive ready to go and do not mingle with the group upon arrival or departure.
- Rabbits and Ski S'Kool participants will arrive ready to go and remain outside.
- Maintain a record of participants.

#### Equipment

- Bring one's own skis, poles, boots, water bottles, masks and hand sanitizer. Nothing is shared.

#### Transportation

- Athletes should only travel with members of their household/bubble or wear a mask.
- Shuttle vehicles can be used with proper mask/sanitization usage.

#### Facilities

- The Wax Hut may be repurposed for exclusive use by cohorts within NSDP for scheduled periods, to help maintain physical distancing for kids and for other club members.
- The hut will be used for application of kick waxes - no hot waxing during those periods.

#### Trails

- Groups should be respectful of other skiers by keeping the trail open for easy, safe passing, taking up only one lane of the trail and following physical distancing guidelines of 2 meters in all circumstances.

- On occasion, some trails or parts of trails may be closed to recreational skiers for a short time frame to allow athletes skill development i.e. hill repeats, practicing corners, etc. Notices and/or signs will communicate such closures.

### **Workshops/Courses**

- Learning facilitators or course conductors are to remind all participants of the rules at the beginning of each day.
- Ensure room and tables are set-up so that physical distancing is maintained (2m.)
- Assign one individual to read the information on cleaning and disinfectants and to disinfect
  - Each workspace before starting.
  - All common touchpoints (door handles, light switches) at least twice per day
- Do not share equipment.
- Ensure there is adequate sanitizer in washroom.
- Follow any additional facility directives.
- Maintain a record of participants.

## **Safety Plan for the Bunnies and Rabbits Program**

To reduce the risk of virus transmission via delivery of the bunnies and rabbits program some changes are required from previous years. To facilitate adequate spacing and control maximum group size there will be limits on the number of athletes that can register for the program. The lodge is open, but its use will be minimized — no hot chocolate and indoor socializing after practice. Plan to be outside for the entire practice. Use of shared equipment will be coordinated by a limited number of people.

### Group Sizes and Start Times (Bunnies/Rabbits)

Initial registration limits will be:

- Bunnies - 18
- Rabbits - 18
- Extendos - 35

These numbers will allow us to maintain a total bunnies/rabbits group size of less than 50 including athletes, coaches and on snow helpers.

Bunnies/Rabbits will start at 1 p.m. Saturday. Extendos will start at around 10:15 a.m. Saturday —a departure from previous years when they practiced concurrently. Depending on registration demand and coaching resources we may consider having a second start time for another group of Bunnies/Rabbits.

Once limits are reached, email [rabbits-waitlist@bvnordic.ca](mailto:rabbits-waitlist@bvnordic.ca) to be put on a waiting list. Athletes may come off the waiting list as coaching and program coordination resources allow.

### Distancing and Mask Usage (Bunnies/Rabbits)

Everyone—athletes, coaches, and helpers—is expected to maintain 2m distancing at all times. Participants must wear a mask in situations where that isn't possible.

### Use of Buildings (Bunnies/Rabbits)

There will not be hot chocolate and socializing in the lodge after practice. Washrooms are open. Lodge use by skill development programs will be minimized to essential use only, e.g. if an athlete cannot complete practice and needs to wait indoors. Club policy requires sanitizing your hands when entering a building and wearing a mask while inside. Observe posted occupancy limits. If you have equipment in a locker, plan to arrive early to avoid congestion.

#### Drop Off and Pick Up Procedures (Bunnies/Rabbits)

Drop off athletes on time and at the location specified by coach. If you are not a designated on-snow parent helper, please leave the stadium after you have dropped off your child. Group staging locations will be designed to avoid congestion at the lodge and to allow for significant spacing between groups.

Coaches need to communicate a lesson end time before practice starts and stick to it so parents can plan to pick up athletes promptly given lack of use of lodge. Parents MUST pick their children up promptly at the end of lessons and exit the stadium area to minimize the overall numbers of people gathering at any one time.

#### Equipment (Bunnies/Rabbits)

Only coaches will access the equipment locker. If another group uses equipment later in the day, equipment will be disinfected with a 70% alcohol solution before being returned to the locker.

Lesson plans will not make use of any equipment shared between athletes, i.e. no pickup/put-down drills with stuffed animals (or any other equipment).

#### Coach Coordination (Bunnies/Rabbits)

Coaches should coordinate with each other to make sure different groups don't have plans to use the same area of trails as another coach. A special SDP whiteboard outside the office window can be used to note any areas planned for extended use.

If a given lesson plan involves extended use of a trail section and is going to create a bottleneck for general membership, there needs to be an alternate route available. Take some cones and/or ribbon to block off the area during use.

All groups will remain at least 2 meters away from other groups. Ideally, each group will use distinct areas of the facility to maximize distancing.

Coaches will take attendance at all sessions, including noting the names of parent helpers, so the club has accurate records of participants on any given date to facilitate contact tracing.

#### Cold Weather Policy (Bunnies/Rabbits)

Because the athletes will be discouraged from using the lodge to warm up before or after practice, we will follow a more conservative cold weather policy for bunnies and rabbits than the current -15C cutoff. Suggested lesson cut-off temperature is -10C. Coaches of older groups may exercise discretion according to the abilities of skiers to manage clothing and stay warm when temperatures are between -10C and -15C.

#### Safety Plan Compliance (Bunnies/Rabbits)

The Rabbits Coordinator will communicate with coaches weekly to check in regarding COVID-19 guidelines and adherence to policies as well as to identify potential problems and challenges early on.

The coordinator and coaches of the more senior programs will communicate any concerns to the NSDP coordinator who will forward concerns on to the board of directors as necessary.

## **Resources Used to Develop This Safety Plan for NSDP**

Cross Country BC Return To Sport Safety Plan

<http://www.crosscountrybc.ca/sites/default/files/documents/Phase3v2.2ReturnToSportAndCOVID-19SafetyPlan-CrossCountryBC.doc>

viaSport BC Return To Sport Guidelines <http://www.viasport.ca/return-to-sport-guidelines>

Nordiq Canada Return To Sport SDP guidelines <https://covid.nordiqcanada.ca/return-to-play/>

Nordiq Canada Youth guidelines <https://covid.nordiqcanada.ca/youth/>



## Appendix C: **Competitions and Social Events Safety Plan**

The Club has a schedule of competitions and social events but the decision to proceed with any event will depend on the public health orders and guidelines at the time and will require an event-specific COVID-19 safety plan approved by the Director of Events.

## Appendix D: Nordic Centre Operations

### Snow Grooming and Plowing Safety Plan

The general provisions (pages 1-3) of our club's [COVID-19 Safety Plan](#) is applicable to everyone using the Nordic Centre. Measures like masks in the lodge apply to employees and volunteers. The following measures apply to employees and volunteers operating grooming and plowing machines at the BV Nordic Centre. Contact Steve Osborn, Director of Nordic Centre Operations if you have any questions or suggestions.

- No one with symptoms comes to work for at least ten days after onset of symptoms.
- Minimize workplace contacts (shorter times, fewer people):
- Only one person at a time on a grooming or plowing machine.
- Maintain distance and/or wear a mask if more than one person is doing repairs or maintenance on a machine.
- Before and after each shift, operators will disinfect machine controls and 'high touch' surfaces on the machine and in shed.
- Dirty or greasy surfaces need to be cleaned before disinfecting.
- Spray Isopropyl alcohol (70%) on the surface and on a cloth to reach all parts of the surface.
- Allow the alcohol to air dry to give time for it to disinfect.
- Isopropyl alcohol (70%), disposable cloths, hand sanitizer and instructions will be available in the PistenBully shed, and in the skid-steer lean-to.

### Fall Work Bees Safety Plan

In addition to the General provisions listed in the club's COVID-19 Safety Plan:

- Volunteers will work as an individual or a self-determined bubble\*.
- Tasks will be assigned and scheduled to allow distancing.
- Depending on the task:
  - qualifications to operate equipment will be confirmed
  - Check-in and other safety protocols may be required (e.g. brushing more than a short walk from the lodge).
- Work bee volunteers will be advised of construction at the tracksetter garage site, that machinery may be operating, that some workers may be working closely together in a pre-arranged pod and that others should maintain distance for both COVID-19 and work safety.

\* Your bubble includes members of your immediate household and can be carefully expanded to include others. [Phase 3 – BC's Restart Plan](#)

## Fall Construction Work Safety Plan

The Club is building a new tracksetter garage next to the existing machine shed. Pre-arranged volunteers and contractors will be on site this fall to prepare the site and put in the concrete slab foundation. The rest of the construction will be completed after the ski season, subject to funding and an updated safety plan.

A senior club member has been appointed as safety supervisor. Although the risk for the slab phase of construction is low, there are still the normal hazards of any construction site and these hazards will be reviewed in a site meeting prior to construction beginning. A daily review of safety concerns will take place on site. PPE will be required as appropriate, and will be provided if anyone on site lacks it. Only people with experience in the construction trades will be used on site where normal hazards exist. Other volunteers may be used in very low hazard occupations.

COVID protocols will be followed.

- The working "Pod" will be identified at the beginning of the job, and those within the pod must be symptom free for 14 days prior to commencement.
- Anyone outside the pod must practise social distancing and will not be allowed to interact with pod members physically closer than 2 meters.
- Symptoms, unless obviated by a negative test, or a positive COVID test by any pod member will require quarantine of all pod members for 14 days and will effectively shut down the site.
- Hand sanitizer will be provided on site and its use encouraged.
- When the lodge is used for lunch and for the washrooms hand sanitizing will be done after use.