

Guidelines for Hall Rentals Stage 3 Recommendations



As of July 17th, 2020 the Province of Ontario moved to Stage 3 of their plan to reopen. This stage provides more businesses and facilities an opportunity to open and offer services that had been previously unavailable.

The Township of Zorra is now able to open their community centres, halls and facilities to rentals for meetings and social gatherings, under the following restrictions:

INDOOR FACILITIES

Indoor Facilities can be rented for organized events or meetings, social gatherings, or recreational courses and instruction.

Capacities:

Gatherings limits indoors will be permitted to a maximum of 50 people. This gathering limit is also dependent on the size of the facility:

- The large halls at the Thamesford District Recreation Centre and the Embro Zorra Community Centre can provide enough space for 50 people.
- The Small Hall at Embro Community Centre and the Beaty Room in Thamesford can accommodate up to 35.

Individuals renting the facilities are responsible for ensuring that physical distancing can be maintained of at least 2 metres with people from outside their households or social circles.

Facilities rented for religious services, rites or ceremonies (e.g. funeral service or wedding ceremony) can accommodate up to 30% of the capacity of the room:

- The large halls at the Thamesford District Recreation Centre and the Embro Zorra Community Centre will allow up to 75 people. (30% of 250)
- The Small Hall at Embro Community Centre and the Beaty Room in Thamesford can accommodate up to 35 people.

Stag and Doe's are not permitted at this time.

Refreshments:

Food and drink may be provided at your event. It is suggested the following recommendations are in place:

- Table seating must be provided.
- Physical distancing of at least 2 metres between tables is established
- Buffet or self-serve is not permitted

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- Alcohol can be served provided it does not interfere with or encourage guests to contravene these recommendations or other guidelines established by the Province or Southwestern Public Health. All requirements regarding the service of alcohol must continue to follow the current Municipal Alcohol Policy.

Entertainment

Singing or music may be performed at your event by a person or group, with restrictions that include barriers and physical distancing. Dancing is not permitted by guests at this time.

Cleaning & Disinfecting

The facilities will be cleaned and disinfected upon your arrival to the facility. It is the responsibility of the renter to continue to maintain sanitizing of high touch surfaces in the facility throughout the duration of your rental, should be occur over a prolonged time period.

Other Recommendations & Considerations:

- As per Southwestern Public Health, face masks are required to be worn in all enclosed public spaces for people over the age of 2.
- A record of attendees will be collected to support effective contact tracing. This information must be provided to the Township immediately following your rental. Forms for the collection of this information will be provided by the Township.
- Consider your traffic flow and space design to allow for proper physical distancing.
- Providing hand sanitizer at various locations throughout the facility.

Reference: A Framework for Reopening our Province: Phase 2: Restart – Stage 3

Guest Attendance Tracking



Please record information of all persons who enter the facility during your rental, including minors. The capacity shall not exceed 50 people.

Event Date: _____ Event Organizer: _____	
Name of Guest	Phone Number
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24.	
25.	

Guest Attendance Tracking



Name of Guest <i>(continued)</i>	Phone Number
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31.	
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