

Sea to Sky Adventure Company's Covid 19 Safety Plan

Purpose of this document:

Sea to Sky Adventure Company (STSAC) takes the health and safety of our employees and customers very seriously. With the spread of the coronavirus or "COVID-19," a respiratory disease caused by the SARS-CoV-2 virus, the Company must remain vigilant in mitigating the outbreak. The Company is a proud part of the entertainment industry and will adhere to all federal, provincial and municipal health orders. In order to be safe and maintain operations, we have developed this COVID-19 Safety Plan as per WorkSafe BC requirements. This plan is to be implemented throughout the Company at all of our job sites.

This plan is based on information available from WorkSafe BC at the time of its development, and is subject to change based on further information provided by the WorkSafe BC, the PHO and other public officials. The Company may also amend this plan based on operational needs.

Responsibility of Employees:

STSAC is asking every one of our employees to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 at our jobsite, everyone must play their part. As set forth below, STSAC has instituted various housekeeping, physical distancing and other best practices at our jobsite. All employees must follow these rules and in addition, employees are expected to report to their manager, if they are experiencing signs or symptoms of Covid-19.

Employees should familiarize themselves with the symptoms of COVID-19 and practice preventative transmission measures such as:

- Frequently washing your hands with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose, our mouth with unwashed hands
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes,
- Avoid close contact with people who are sick

Assessing Risks:

STSAC is a kayak and paddleboard rental and tour company that operates outside on the beach at Blackie Spit Park in Surrey. We have a small temporary structure that we operate out of. The structure is 8.5 feet wide by 18 feet long with a ceiling height of 8 feet at the lowest and extends to 11 feet at the highest inside height. The structure is referred to as the Paddle Shack.

We divided our work locations / activities down into the following parts:

Paddle Shack: This is where the clients check-in and make payments. Staff also use the Paddle Shack to get out of the heat of the sun during the day. After hours, the Paddle Shack is used for the storage of equipment.

Outside Area: This is the area in the immediate vicinity of the PaddleShack. This is the area where the equipment is cleaned and the client is given the rental equipment and safety talk for rentals and lessons.

Equipment Cleaning: The process of cleaning the rental equipment.

On the Water Instruction: This is on the water lessons and tours.

We have assessed each of the above work locations / activities to determine our best control and safety measures for Covid-19.

Control Measures for Physical Distancing:

Paddle Shack:

- Only Staff will be allowed inside of the Paddle Shack. Sign on the door to be posted.
- Maximum of 2 staff will be allowed in the Paddle Shack at any one time.
- A clear physical barrier will be installed across the front of the customer service counter.
- The double doors of the Paddle Shack will remain closed, except if the temperature inside the Paddle Shack becomes too warm. In this situation, one door will be open and a physical barrier will be used to ensure no public can freely enter the open doorway.
- Large stickers and signs will be posted at the front and the side of the Paddle Shack, reminding people to keep a 6 foot distance from one another.
- Markings on the ground for those queuing up will be added, to ensure a six foot separation will be kept while clients await service.
- On the front service counter there will be hand sanitizer for clients to use.
- All bookings and waivers can be done electronically through our On-Line reservation system. This includes payment. This is our completely contactless system that is available.
- Contactless wireless payment terminals will be used allowing clients to “tap” for their purchases.
- In the event the client is unable to sign the waiver electronically, there will be paper waivers and pens. The pens will be sterilized with a solution after every use. All of the waivers will be completed by the client and placed into a sealed plastic container and only opened by staff wearing latex gloves and a facemask.
- Cash will be accepted and prices will be adjusted to ensure the prices end in even amounts to reduce change being given. All cash will be placed into a sealed plastic container. When staff are handling cash they will wear latex gloves and a facemask. Cash will be kept in the sealed plastic container and brought to the bank for deposit.
- All touch surfaces will be sanitized by staff every 30 minutes. Staff will wear latex gloves and a mask when sanitizing.

Outside Area Around the Paddle Shack

This area will be kept free of obstructions as possible. This area is outside, however, when staff are conducting rental check-outs, safety talks or lessons and within 6 feet of any clients, they will don a mask and latex gloves.

After staff have prepared all of the rental equipment for the client, they will set the equipment down and ask the client to wait to get the equipment until the staff member can create a minimum of 6 feet from the equipment.

Upon return of the rental equipment one staff member will direct the client to the location to place the equipment out of the way of others and to ensure a 6 foot distance is maintained.

Equipment Cleaning:

All equipment will be thoroughly cleaned at the start of each day with sanitizer. During the day all touch points of the equipment will be sanitized. The sanitizer will be a combination of sprays and fogger system.

Staff will wear a mask and latex gloves while sanitizing the equipment.

On the Water Instruction:

The guide / instructor will complete a Covid 19 screening with each of the participants as part of the enhanced skills and ability screening. All clients must pass this Covid screening to take part.

All clients will be reminded that at all times they must stay at least 6 feet away from the guide or other clients not in their bubble.

The guide / instructor will have a mask and latex gloves to don, in the event a situation arises where the 6 foot distance can not be maintained.

Rules & Guidelines for Attendees:

- Communicate through all of our channels that if any of our guests feel ill or were outside of Canada 14 days ago or less, that they please stay home.
- Clients must maintain a 6 foot distance from our staff and other clients, not within their bubble.
- Recommend that all bookings, payments and waivers be completed on-line.
- All clients must provide full name and phone number for 'contact tracing' reasons.
- A comprehensive list of all social distancing requirements will be outlined on our webpage. On-Line bookings will receive a Covid Safety Check as part of the Electronic Waiver Package an email reminder prior to the event with the rules being reiterated.
- Please note that we will 100% strictly enforce these guidelines as we cannot risk being shut down due to non-compliance of our guests.

Illness Policies for Staff:

- Symptoms of Covid-19 include: fever, chills, new or worsening cough, shortness of breath, sore throat, sneezing (not related to seasonal allergies)
- Those prohibited from working a shift include: Anyone who has had symptoms of Covid-19 in the last 10 days, or someone with an ill member in their household, anyone directed to self-isolate by Public Health, anyone who is a confirmed case of Covid-19 or had contact with a confirmed or those who have travelled outside of BC within the last 14 days.
- If you start to feel ill in the workplace, please ensure you have a mask on, then report to your manager or doctor to inform them of the situation and leave your shift immediately.
- If you are severely ill (difficulty breathing, chest pain) follow the above protocol but stay in an isolated area and have someone call 9-1-1 immediately.
- The shop, washrooms, vehicle/trailer and any other touchpoints will need to be disinfected once the worker has left.
- The ill staff member must refer to the BCCDC website on self-monitoring and self-isolation guidelines when ill and keep their manager and/or doctor updated on their condition.

On-going Review of Policies:

We will be assessing our plans, policies and procedures on an on-going basis and making adjustments as needed. Any new policies will be communicated to staff prior to any shifts.

If employees have any health and safety concerns, they are instructed to advise their manager as soon as possible.

WorkSafe BC:

Workers in B.C. have the right to refuse work if they believe it presents an undue hazard.

Any undue hazard is an 'unwarranted, inappropriate, excessive, or disproportionate risk, above and beyond the potential exposure a general member of the public would

face through regular, day-to-day activity.’

If an employee feels unsafe at work, they must advise the manager as soon as possible so the concern can be addressed and a solution presented.