

Report to Council

Report Title:	COVID-19 Summer Day Camp		
Prepared By:	Mark Coleman, Director of Community Services		
Department:	Parks and Recreation		
Date:	June 9, 2020		
Report Number:	REC2020-06	File Number:	C11REC
Attachments:	Ontario Ministry of Health - Summer Day Camp Guidance PSHSA – Best Practices for Day Camp Workers City of Toronto – Operational Guidelines CampTO		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number REC2020-06 – COVID-19 Summer Day Camp, prepared by Mark Coleman, Director of Community Services and in doing so approves the cancellation of the Summer Day Camp for 2020 due to the uncertainty of re-opening dates for facilities, challenges satisfying the health and safety guidelines and negative budget impacts.

Report:

Background:

Due to the ongoing COVID-19 Pandemic and Declaration of Emergency, many municipalities across Ontario have either post-phoned or cancelled their Summer Day Camp programs for 2020. To date the following area municipalities of West Grey, South Bruce, South Huron, Arran-Elderslie, East Perth, Lucknow, and Wellington North have decided not to run their 2020 Summer Day Camp Programs. Some municipalities that utilize 3rd party providers are still looking into possibility of limited programs. The Community Services has taken extensive time to research and bring forward a decision on this due to the effects on local families, residents' ability to go back to work and our summer student positions.

Research into guidelines for operating a Summer Day Camp during or post COVID-19 have included reviewing guidelines from the Provinces of British Columbia, Alberta, New Brunswick, US Center for Disease Control, the Ontario Ministry of Health Guidelines, Public Sector Health and Safety Association best practices for Day Camp Workers and the City of Toronto operating guidelines for CampTO. These guidelines are attached to the report.

Brockton's Summer Day Camp has traditionally operated mostly as a daily drop-in program 8am to 5pm, Monday to Friday, July through August (8-9 weeks). In 2019, the summer day camp hosted 196 registered day

campers occupying 196 spots. The camp has always incorporated the use of other Brockton recreation amenities such as the Centennial Park pool and splash pad and community park playgrounds.

Analysis:

The provincial declaration of emergency has been extended to at least June 30th. Operating summer day camps is restricted by provincial orders currently in place. Summer day camps are conditional on amendments to these provincial orders that permit summer day camps to open/operate which has yet to be determined/announced, including the opening of recreational facilities and amenities and changes to the maximum gathering/group size from 5 to 10.

The summer day camps are also subject to meeting the requirements of the Occupational Health and Safety Act, continued physical distancing guidelines of 6ft/2m between individuals and following Summer Day Camp operating guidelines released on June 1, 2020 by the Ministry of Health (attached) and on the advice of the Grey Bruce Health Unit.

The following are just some of the many guidance protocols and challenges to running a Summer Day Camp:

- Registration of campers, daily drop-off/pick-up with parents, exterior to Walkerton Community Centre
- Health Questionnaires, daily screening, temperature checks to permit/deny entry. Record keeping to be maintained in the event of outbreak to assist with contact tracing.
- Registration to change from daily to weekly to establish cohort groups (same youth/staff together).
- Provide and maintain separate programming space, washrooms space, lunch areas for cohort groups/youth/staff.
- Provide separate supervised waiting room space for children that may become ill/require separation.
- Purchasing additional supplies and play equipment to be separated and cleaned after each use.
- Limit individual personal belongings, not to be shared, kept separate, and labelled.
- Increased participant and staff supervision required to maintain physical distancing and support camp staff.
- Increased hand washing/sanitizer protocols, visual aids, floor markings.
- Significant increase in cleaning/disinfection frequency and protocols of entrances, program space, toys, equipment, washrooms, lunch areas, increased use of personal protective equipment. Additional supply costs, designated cleaning staff.
- Concerns with quality/diversity of activities that can be offered.
- No use of splash pad or playgrounds until closures lifted.
- Limited outdoor adventures. No offsite field trips requiring transportation.
- Concerns with availability of staff resources – considered utilizing FT Programmer/Admin Assistant and Day Care staff to support student camp staff for registration/pickup hours, supervision, provide lunch breaks, coverage of sick days, vacation, etc.
- Significant increase in orientation and training of staff to be able to successfully deliver a revised day camp operating plan (written plan must be developed) satisfying the Occupational Health and Safety Act and local health unit.

Considering all of the uncertainties and unknowns at this time and following a thorough review of operating guidelines while considering limitations of existing facilities and resources and analyzing health and safety concerns and risks and the negative budget impacts – staff do not recommend operating a Summer Day Camp in Brockton for 2020.

Alternatives:

Development of virtual programming, possibility of referring to other established providers.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? No
- Do the recommendations contribute to achieving Cultural Vibrancy? No
- Do the recommendations contribute to achieving Economic Prosperity? N/A
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? No

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The approved 2020 Day Camp budget forecasted \$71,000.00 in revenues and \$66,500.00 in expenses for an operating surplus of \$6,500.00. It is difficult to estimate a revised budget position for the day camp due to the uncertainties of a date that camp would be able to open/launch and what registration numbers may end up being. The following tables therefore provides a per day cost analysis.

The following table provides a summary of day camp per day attendance capacity, revenue and expense numbers **previous to COVID-19**.

Age Group	Min/Max Group Size	Mon-Fri Times	Staff/Youth Ratio 1:8	Fee per Youth per Day	Revenue per Day	Staff Costs per 2 staff	Equipment Costs for Summer
5-8	10-36	8am-5pm	2-6 staff	\$36.00	\$360.00 to \$1296.00	\$232.00 to \$696.00	\$600.00
9-12	10-20	8am-5pm	2 staff	\$36.00	\$360.00 to \$720.00	\$232.00	

The following table provides a summary of day camp **during COVID-19** per day with reduced attendance, revenue and increased expense numbers for a revised day camp operating within the guidelines provided by the Province.

Age Group	Min/Max Group Size	Mon-Fri Times	Staff/Youth Ratio 1:8	Fee per Youth per Day	Revenue per Day	Staff Costs per 2 staff	Equipment Costs for Summer
5-8	7 (10) inclusive of 3 staff	8am-5pm	3 staff	\$36.00	\$252.00	\$348.00	\$1200.00
9-12	7 (10) inclusive of 3 staff	8am-5pm	3 staff	\$36.00	\$252.00	\$348.00	

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Mark Coleman, Director of Community Services

Reviewed By:



Sonya Watson, Chief Administrative Officer