



## Town of Rainy River Entrance to Municipal Facilities

### Municipal Office

Phone number for facility – 807-852-3978 or 807-852-3244

After hours Emergency Number – 807-852-3244 (all calls are transferred to an on-call member of staff outside of regular business hours)

The lobby entrance of the building is now open to the public. As per Northwestern Health Unit directive masks are mandatory. We ask that only one person at a time enter the lobby. All inquiries and payments can be made directly.

If attendance within the office is necessary an appointment must be booked in advance and attendees will be required to complete and sign a checklist prior to gaining entrance. Access may be denied upon review of the checklist by staff. Assistance will be provided upon request to complete the checklist. Entrance will only be granted to one person at a time.

Bills may also be paid through telephone and internet banking at the CIBC or Alterna Savings and Credit Union Ltd. or via email money transfer to [taxes@rainyriver.ca](mailto:taxes@rainyriver.ca) (if using email money transfer please inform staff of the password to access funds via phone or through a subsequent email).

### Building Official

Meetings with the Chief Building Official must be arranged in advance. In order to meet with the CBO access will only be through the central entrance and a mask must be worn. Attendees will be required to complete and sign a checklist prior to entrance. Access may be denied upon review of the checklist by staff. Assistance will be provided upon request to complete the checklist. Provision of building permits and other information will be made through contactless means.

### Council Meetings

Will take place in the Rainy River Activity Depot – second Monday of every month at 5:30 pm.

All participants will be required to wear masks and physical distancing is to be adhered to. Members of the public are encouraged to attend. All attendees will be required to complete and sign a checklist prior to entrance. Access may be denied upon review of the checklist by staff. Assistance will be provided upon request to complete the checklist.

The Mayor, or in the Mayor's absence the Deputy Mayor, shall have the authority to deny access to and/or require the removal any individuals contravening the requirements for masks or physical distancing.

### Public Works Garage

Closed to the public

Phone number for facility – 807-852-3970

Access for deliveries will be available via appointment or upon phone call notification from delivery company.

### Water Treatment Plant

Closed to the public

Phone number for facility – 807-852-4489 (Town Office 807-852-3244)

Access for deliveries will be available via appointment or upon phone call notification from delivery company.

### Staff Working Outside of Facilities

Interactions with staff outside of facilities shall be kept to a minimum and physical distancing requirements must be met. In the absence of physical distancing and lack of masks staff have been instructed to increase distance between themselves and members of the public as per guidelines or, if this is not possible, remove themselves from the location entirely. Face-to-face communication will be limited to only when no alternative can be found.

Staff will not be entering into private dwellings to perform any type of customer work.

#### Landfill Site

Regular hours for the landfill site will resume starting August 26<sup>th</sup> (Wednesday and Saturdays from 10 am until 5 pm)

Users are encouraged to bring their utility billing account number to allow for billing of tipping fees. Cash will be accepted from those who do not have a utility account with the Town of Rainy River. Physical distancing guidelines are to be followed at the site.

#### Hannam Park

Public Washrooms will be open until September 7<sup>th</sup> with possible extension.

Wading pool will be open until September 7<sup>th</sup> with possible extension.

Concession stand/Canteen will available until September 7<sup>th</sup> with possible extension.

Playground Equipment – Remains open, but sanitization has not taken place. Users are advised to use at own risk

Campground will remain open until September 30<sup>th</sup>

Shower and washroom facilities for the campground will remain open until September 30<sup>th</sup>

Physical distancing guidelines are to be followed throughout Hannam Park, the docks, and walking trail.

#### Recreation Centre/Facilities

Phone number for facility – 807-852-4446

Will re-open gradually upon adequate staff being on hand to properly sanitize areas for public use. As part of the re-opening of the facility guidelines will be circulated which pertain to specific areas or functions. Access to the building will be limited during outdoor events and masks must be worn inside, as per the directive in place by the Northwestern Health Unit (even for a bathroom break.

Any and all access may be revoked at any time without notice.

Additional information regarding mask usage and COVID-19 in general please visit:

[www.nwhu.on.ca](http://www.nwhu.on.ca) or [www.ontario.ca](http://www.ontario.ca)

We thank you for your cooperation and understanding during this stressful time. Please respect staff as we are all doing our best to provide the safest environment possible for staff, volunteers and the general public while continuing operations.

Please direct concerns, questions or comments to:

Veldron Vogan, AMCT

Chief Administrative Officer

Town of Rainy River

201 Atwood Avenue

P.O. Box 488

Rainy River, ON POW 1L0

Phone: 807-852-3978

Fax: 807-852-3553

Email: [rainyriver@tbaytel.net](mailto:rainyriver@tbaytel.net)