



SUBJECT: REQUIRED MASK USE POLICY

Policy No: 2022-10

Date: March 28, 2022

Review Date: As Required

Pages: 4

1. PURPOSE:

The Required Mask Policy (the 'Policy') mandates the wearing of Permissible Face Coverings by members of the public visiting any Innisfil ideaLAB & Library (the 'Library') facilities to help prevent the transmission of COVID-19.

This policy shall be enacted and enforced in good faith as a means of educating people of the importance of mask use in premises where physical distancing may be a challenge.

2. DEFINITIONS:

"Permissible Face Coverings" means a medical mask or a non-medical mask that covers the nose, mouth, and chin ensuring a barrier that limits the spread of respiratory droplets when coughing, sneezing and talking. A mask should be a well-fitted medical mask or a high-quality 3-layer cloth mask that fits properly, covering the nose, mouth and chin with no gaps to ensure that it effectively filters the air. Non-breathable materials must not be used as a mask or face covering. Face shields, neck gaiters, scarves and bandanas are not recommended masks or face coverings; they may be worn in addition to a Permissible Face Covering.

"Employee" for the purposes of this Policy, this term shall include full-time, part-time, contract, seasonal, casual, student/co-op employees; Board Members, and new hires/employees;

"Facility" means any Library Board operated facility.

3. RESPONSIBILITY

The Required Public Mask Usage Policy is enacted at the discretion of the CEO in order to respond to provincial or federal legislation and to comply with public health measures. The CEO may choose to enforce the use of masks by the public in specific circumstances to ensure the safe use of library spaces and in consideration of the health and safety of library employees and users.

Library Employees shall be responsible for ensuring compliance with the Policy in all facilities operated by Innisfil ideaLAB & Library.

4. APPLICATION:

This Policy shall apply to all members of the public attending at any time and for any purpose outdoor facilities where physical distancing is not possible and inside facilities owned and/or operated by the Library, including but not limited to:

- a) Innisfil Public Library Locations
 - i. Churchill Branch, 2282 4th Line;
 - ii. Cookstown Branch, 20 Church Street;
 - iii. Lakeshore Branch, 967 Innisfil Beach Road;
 - iv. Stroud Branch, 7883 Yonge Street.

4.1 Requirement

4.1.1 All members of the public entering a Library facility for any purpose may be required to wear a permissible face covering at all times when the policy is in force. Circumstances that may require the public to wear a permissible face covering may include, but are not limited to:

- Entering a library facility
- Entering designated spaces within the library facility (HackLab, Media Lab, meeting rooms)
- Attending a program within a library facility

4.2 Signage and Communications

4.2.1 Signage indicating when Permissible Face Coverings are required, including under which circumstances the policy applies, shall be posted at public entrances of every Library facility, notifying the public of the requirements of this Policy, and shared directly with members of the public, depending on the situation.

5.3 Non-Compliance

5.3.1 Where a member of the public is not wearing a Permissible Face Covering, incorrectly wears a Permissible Face Covering or removes their Permissible Face Covering in contravention of this Policy, Staff shall provide them with a verbal reminder. If a member of the public is unwilling to wear a Permissible Face Covering, they may be asked to leave the premises or be removed from program participation.

5. EXCEPTIONS:

6.1 A person shall be exempt from wearing a Permissible Face Covering if:

6.1.1 For any other medical reason, the person cannot safely wear a face covering such as, but not limited to, respiratory disease, cognitive difficulties or difficulties in hearing or processing information; or

6.1.2 For any religious reason, the person cannot wear a face covering.

6.1.3 The temporary removal of the Permissible Face Covering is necessary for the purposes of eating and/or drinking

7. REFERENCES:

<https://www.simcoemuskokahealth.org/docs/default-source/COVID-/omicron-swiss-cheese-graphic-rev1.pdf?sfvrsn=2>

<https://www.simcoemuskokahealth.org/Topics/COVID-19/Stop-the-spread>

https://www.simcoemuskokahealth.org/docs/default-source/COVID-/Reopen_Operate_Businesses/face-covering-indoor-spaces-FAQs-for-businesses-and-organizations.pdf?sfvrsn=83

Related Policies

COVID-19 Safety Policy

Rules of Conduct Policy

Approved by the Innisfil Public Library Board, March 28, 2022; Motion Number: 2022.22

Supersedes Policy #2020-21, approved September 9, 2021; Motion #2021.64