

Memo

To: Residential and Commercial Building Owners and Management
From: Dr. Kieran Moore, Medical Officer of Health, KFL&A Public Health
Date: April 6, 2020
Re: COVID-19

As the outbreak of COVID-19 continues, we want to share a memo that provides answers for residential building owners and managers. I am asking the KFL&A community to immediately take a number of enhanced measures over the next coming weeks to protect themselves from COVID-19 and to help mitigate its spread in our area.

We ask you to post the signs to encourage physical distancing within buildings and elevators (number of people depending on size) and increasing cleaning of high touch surfaces.

Additional recommendations.

- Each building must ensure infection prevention and control procedures are followed and should develop a COVID-19 specific protocol.
- Increase routine cleaning of frequent and high touch areas to at least twice a day. These include but are not limited to: door handles, stairway railings, elevator buttons, reception desks, push plates, mail rooms, and laundry room equipment.
- Everyone in the building should practice physical distancing, keeping 2 metres (6 feet) between themselves and others, whenever possible.
- Limit the number of people getting into the elevator at the same time to avoid crowding to one person (unless elevator is large enough to accommodate the physical distancing recommendation), if they do not live in the same unit. People should only ride the elevator with people who they live with, take the stairs, or wait for the next elevator.
- Posters should be posted in the elevator and the elevator waiting area stating the above.
- Physical distancing must be practiced in stairwells, hallways, laundry rooms, garbage rooms and other common areas.
- Non-essential common areas including party rooms, games rooms, gyms, pools, etc., should be closed.
- Smoking should not be allowed on building property.
- Only regular tenants or occupants should be permitted to enter buildings.
- Buildings should develop plans for mail and package delivery and collection, including frequent cleaning of high touch areas, and measures to ensure physical

distancing. These include limiting the number of individuals access the mail room at once, and having tenants collect packages from delivery services in the lobby.

- Fire safety should not be compromised. Fire doors must not be propped open and standard fire protocols must be followed. During exit from the building, occupants should try to keep distancing between one another to 2 metres (6 feet).
- Landlords should not evict tenants while Provincial emergency orders are in place

In these stressful times, it is important that we remember that we are all in this together. We all have a role to play to protect others and to decrease the impact of COVID-19 on our health care system. Now is the time to practice physical distancing by staying at home, not visiting others, keeping 2 metres (6 feet) distance from others, washing your hands often, and self-isolating, as required.

For more information on multi-unit dwellings (e.g., apartment buildings, condominiums) and lodging (e.g., hotels, motels) visit www.Kflaph.ca/Coronavirus or general information on COVID-19 visit www.Ontario.ca/coronavirus.



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