



Kin Canada
Kinsmen • Kinettes • Kin

MEMORANDUM

TO: All active members and club emails
FROM: Executive Director Grant Ferron
COPY: National Board of Directors, Kin Canada Employees
DATE: May 12, 2021
RE: COVID-19 Update

Fellow Kin,

Over the past year, Kin Canada's leadership has been closely monitoring the progression of the pandemic responses across the country to determine how they will impact our Association and our temporary policy to cease all activities that require in-person contact.

The pandemic is in full force in many provinces, evidenced by the ongoing measures being taken to limit community spread. While we are not out of the woods yet, we are hopefully getting closer to being able to serve our communities the way we used to. Your patience, creativity, and dedication to Kin have been immensely valued as we ride out this global storm together. I know it has not been easy.

Since the pandemic began, we have recognized that a one-size-fits-all approach to limiting in-person service would not work given the diversity of circumstances in Canadian communities. Therefore, we implemented the Request for Exceptions process thus allowing clubs in less impacted communities to safely continue some in-the-community projects.

As clubs start wrapping up the 2020-2021 Kin year, I am reaching out to remind all clubs that if you wish to do an activity requiring in-person contact, your club can request an exception to the temporary policy to cease all in-person service. Exceptions can be requested by contacting Risk Management Coordinator Melanie Nieson at mnieson@kincanada.ca. A [Certificate of Insurance Request](#) is also required.

Before contacting Melanie, clubs should ensure that the activity they would like to do complies with provincial legislation and that they are able to follow the [personal hygiene and physical distancing procedures](#) that have become everyone's new norm. These would include:

- Washing your hands thoroughly
- Maintaining 6 feet of distance with others
- Staying home if you are ill
- Wearing gloves and face masks/shields (particularly if handling trash/disposal)
- Avoiding contact with high-risk individuals
- Regular cleaning of high-touch surfaces
- Providing handwash stations or hand sanitizer
- Providing garbage cans for disposing of used gloves and masks safely
- Any other precautions you deem necessary as part of regular risk management best practices

In some communities, in-person service may be reasonable. In others, it may still be high-risk for members and the community members that Kin serves. Therefore, we continue to handle these exception requests on a case-by-case basis. We continue to consult with the Club, District leadership, and others who may have some valuable input on the feasibility of in-person service in your region.

Approval, when granted, is conditional on the Club committing to the strictest adherence to COVID-19 prevention best practices and consultation with the local health authority. (i.e.: Municipal Health Unit)

If your club would like to be considered for an exception to the temporary policy, please contact Melanie Nieson at mnieson@kincanada.ca. In addition to the completion of a [Certificate of Insurance Request Form](#), Clubs are to email Melanie with the following information:

- *Club name:*
- *Province:*
- *Detailed description of service activity:*
- *Benefits of the activity:*
- *Who/how many people will be involved in the activity:*
- *List of safety measures that will be put in place:*

For as long as the temporary policy is still in place, Kin Canada is committed to accommodating clubs as much as possible. The safety of our members and our communities remains our highest priority. We trust that clubs will use their best judgement on what is safe to do and what should be adapted, postponed, or cancelled before submitting a request for exception.

If you have any questions, please contact Melanie.

Yours in Kin,



Grant Ferron
Executive Director
Kin Canada