



SMB Community Enterprise Centre  
Unit 1, 5229 St. Margaret's Bay Road  
Upper Tantallon, NS B3Z 4R9  
Phone: (902) 826-1680

## **A message to our Clients and Partners**

As of today, March 16, 2020, the SMBCEC will remain open for members to access.

However, we will not have volunteer receptionists on duty, and nor can we guarantee a germ-free environment.

We have established communication protocols for bookings and general information. To book space or alter a booking, please call the following in the order provided:

1. Mel Parsons 902 826 7579
2. Melan Sapp 902 858 2210
3. Fred Dolbel 902 823 1144

For general information:

1. Chris Pelham 902 717 6291
2. Melan Sapp 902 858 2210
3. Fred Dolbel 902 823 1144

If you have any difficulty gaining access to the Centre, contact Melan Sapp at the number above.

We also recognize that many of our volunteers and visitors meet the definition of an "especially susceptible older adult," a demographic identified as being at greater risk of complications from contracting COVID-19. We therefore request and expect extreme care in adhering to all the recommendations of the Province of Nova Scotia related to sanitation, food-sharing, social distancing, etc.

We also request that clients who have group meetings consider delaying them and/or taking advantage of the teleconferencing facility in the meeting room to limit the number of participants gathered together.

If, like me, you have travelled internationally recently, please self-isolate for the required 14 days.

If you or your guests have any symptoms, we would ask that none of you enter the Centre. If you or your guests have been in close contact with people who have any symptoms, please do not enter the Centre.

We have added an additional cleaning protocol in the kitchen and bathroom, and added additional sanitation products to our supply. There are wipes on the reception desk, and we request that you use them to wipe the door knobs, your FOB, the FOB pad, and other surfaces you may have touched.

The closure of schools, daycare centres, and other public facilities may create added stress on our clients. We ask you to be considerate and prudent when bringing additional people into the Centre.

Like all other public and semi-public spaces, this plan may change quickly as the situation unfolds.

If you have any questions or concerns, please do not hesitate to call me at 902-717-6291.

Cheers and stay healthy,

Chris

A handwritten signature in black ink, appearing to read "Chris Pelham". The signature is written in a cursive style with a large initial "C".

Chris Pelham  
President