

A hand holding a large key against a red background. The key is positioned diagonally across the frame, with the handle at the top left and the bit at the bottom right. The background is a solid red color.

# ICE ALLOCATION POLICY

## *Annual Review and Public Input*

Thursday, December 8, 2011

**owen**  
**sound**  
where you *want* to live

# Tonight . . .

1. Review Policy
2. Highlight changes since 2009
3. Review proposed changes
4. Public Input

# After Tonight . . .

- Committee will hear input
- Staff incorporate input into policy for January 12 meeting
- Finalize, approval by Council
- Ice allocation as per policy

# BACKGROUND

## 2009 & 2010

### SPRING, 2009

- Process to develop a new policy
- Included a public process through Committee
- Policy – includes a provision for annual review

### MAY, 2010

- Annual review
- Amendments re: cancellation policy (7 days to 4 days)
- Prime time – remained at 4:30 p.m.
- Weather conditions
- Cancellation of less than 1 hr not permitted

# BACKGROUND

## 2011

### APRIL, 2011

- Annual Review
  - Conflict resolution incl. # of participants affected
  - Return of contracts 2 weeks after allocation
  - Interest charge re: overdue accounts
  - Inclement weather
  - 7 day cancellation - reaffirmed

### SEPTEMBER, 2011

- Timing of Policy review
- Timing of requests (January)
- Timing of allocation (February 15)
- Seasonal users (seniority) – Appendix F
- Adult allocation – 9 pm

# POLICY

## SECTION 1.0

## Introduction

### Purpose

- Clearly define/communicate how ice will be managed, allocated & distributed
- Serve as a guide for the ice allocation process
- Promote and encourage participation in ice sports

# POLICY

## SECTION 2.0

Ice Allocation Responsibility

## SECTION 3.0

Ice Facility Operations

# POLICY

## SECTION 4.0

### Ice Allocation & Distribution

4.1 Scheduling Priorities

4.2 Definitions of Groups

4.3 Residency

# POLICY

## SECTION 5.0

### Entitlement & Distribution

#### 5.1 Weekly Hours of Entitlement & Distribution to Minor Sports Groups

<b>MINOR HOCKEY</b>	
<b>DIVISION</b>	<b>HRS OF ICE PER WEEK RECOMMENDED</b>
<b>HOUSE LEAGUE LEVEL</b>	
<b>Novice – Pee Wee</b>	<b>2</b>
<b>Bantam - Midget</b>	<b>2</b>
<b>REP LEVEL</b>	
<b>Novice – Pee Wee</b>	<b>3 - 4</b>
<b>Bantam – Midget</b>	<b>4 - 5</b>
<b>At present, Owen Sound Minor Hockey has 8 teams Novice to Pee Wee, 6 teams Bantam to Midget in Rep Level. House League has 36 teams. Total Registrants in 2010 - 578</b>	

# POLICY

## RINGETTE

RINGETTE	
DIVISION	HRS OF ICE PER WEEK RECOMMENDED
Bunny Novice Petite	2
Tween Junior Bell	3
At present, Owen Sound Ringette has 7 teams. Total Registrants in 2010 - 67	

## GIRLS HOCKEY

GIRLS HOCKEY	
DIVISION	HRS OF ICE PER WEEK RECOMMENDED
Atom PeeWee	2
Bantam Midget Intermediate	3
At present, Owen Sound Girls Hockey has 5 teams. Total Registrants in 2010 - 73	

# POLICY

<b>OWEN SOUND SKATING CLUB</b>	
<b>DIVISION</b>	<b>HRS OF ICE PER WEEK RECOMMENDED</b>
<b>Parent &amp; Tot</b>	<b>1/2</b>
<b>Jr. CanSkate</b>	<b>1</b>
<b>Sr. CanSkate</b>	<b>2</b>
<b>Jr. PowerSkate Sr. PowerSkate</b>	<b>1</b>
<b>Intermediate Figure</b>	<b>6</b>
<b>Senior Figure</b>	<b>7</b>
<b>Total Registrants in 2010 - 180</b>	

# POLICY

## SECTION 5.0

### Entitlement & Distribution

5.2 Seasonal Commitment

5.3 Time Period Entitlement & Restrictions

5.4 Deadlines for Ice Times Requests

**Fall, Winter & Spring – Prime and Non Prime**

5.5 Conflict Resolution

Prime Time	Monday – Friday	4:30 pm - Close
	Saturday & Sunday	7:00 am - Close
Non-Prime Time	Monday - Friday	Open – 4:30 pm
	Saturday & Sunday	Not Applicable

**Summer – Prime and Non Prime**

Prime Time	Monday – Sunday	Open - Close
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# POLICY

## SECTION 6.0

Processing & Management of  
Tournaments & Special Events



# POLICY

## SECTION 7.0

### Processing & Management of Ice Applications & Permits

- 7.1 Changes to Signed Contract/Permit (*pay for ice you rent*)
- 7.2 Transferred Ice/Ice Trades/Subleased Ice (*not generally permitted*)
- 7.3 Permit Cancellation
  - Tournament & Special Events** - 60 days Full Refund; 30 days - 25%
  - Minor Sports** - 30 days Full Refund prior to season commitment; 7 days - after seasonal commitment
  - Commercial & Other Occasional Users** - 30 days - Full Refund; \$50 Cancellation Fee
- 7.4 Permit Cancellation by City
  - cancel, postpone or reschedule
  - breach - can cancel

# POLICY

## SECTION 8.0

### General Ice Management

- 8.1 Ice Schedules & Dressing Rooms
- 8.2 Curfew Ice
- 8.3 Temporary Ice Cancellations and Redistribution
- 8.4 New Organization & Emerging Sport
- 8.5 Opening Arena Outside of Standard Hours of Operation

# POLICY



## SECTION 9.0

### General Administration

#### 9.1 Annual review of policy

# POLICY

## RECOMMENDATIONS FOR CONSIDERATION:

### 1. Purpose:

- Reflect new double ice pad

### 2. 3.0 Ice Facility Operations:

- now Operations Department

### 3. 4.2 iv) Seasonal Organizations:

- Statement – list is found at Appendix F (App'x F had been added previously)

# POLICY

## RECOMMENDATIONS FOR CONSIDERATION:

### 4. 5.1 Weekly Hours of Entitlement & Distribution to Minor Sports Groups:

- add "for previous year"

### 5. 5.2 Seasonal Commitment:

- Added Spring: April, May & June

### 6. 5.3 Prime and Non-Prime:

- Saturday & Sunday – Prime
- 7 a.m. – now "Open"

# POLICY

## RECOMMENDATIONS FOR CONSIDERATION:

### 7. 5.4 Deadline for Ice Time Requests & Timing of Allocation:

<b>CLIENT</b>	<b>FALL/WINTER</b>		<b>SPRING</b>		<b>SUMMER</b>	
	<b>REQUEST</b>	<b>ALLOCATED</b>	<b>REQUEST</b>	<b>ALLOCATED</b>	<b>REQUEST</b>	<b>ALLOCATED</b>
<b>Attack</b>	n/a		n/a		n/a	
<b>Greys</b>	n/a		n/a		n/a	
<b>Minor Sports</b>	Jan. 15	Feb. 28	Oct. 15	Nov. 15	n/a	
<b>Seas'l Org'ns</b>	Jan. 15	Feb. 28	Oct. 15	Nov. 15	Feb. 15	Mar. 15
<b>Board of Ed'n</b>	Sept 30	Upon request	Oct. 15	Nov. 15	n/a	
<b>Comm'l/Occ'l</b>	Jan. 15	Feb. 28	Oct. 15	Nov. 15	Feb. 15	Mar. 15

# POLICY

## RECOMMENDATIONS FOR CONSIDERATION:

### 8. Conflict Resolution:

- Chaired by Rec'n & Parks Adv. Cttee
- Make recommendation to Council
- Decision of Council final

### 9. Signed Contract/Permit:

- 2 weeks to sign contract & return

### 10. General Administration:

- 9.4 New – require insurance for all users
  - program – to buy insurance through City

### 11. Appendix D:

- added Girls Hockey Tournament

# TIMING & FORM





**PUBLIC INPUT**