



POLICY

POLICY NO:	202	APPROVAL DATE:	June 21, 1999
TITLE:	Ice Booking Priorities	REVISION DATE:	July 13, 2009
SECTION:	Community Services	PAGE 1 OF 2	
DEPARTMENT:	Community Services		

POLICY STATEMENT

To set and maintain a schedule, by arena, of the priority for choice of ice times by each type/group of users.

To allocate the available facility time in a manner that:

- ensures fair and equitable treatment for all organized groups and other City residents within the Grande Prairie area;
 - provides for a balance of time distribution between adult and youth;
 - ensures residents have access to a wide variety of programs;
 - ensures viability of programs offered by the user groups;
 - provides a balance between regular programming and special events; and
 - maximizes use of available facility time.
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REASON FOR POLICY

To ensure fair and equitable distribution of ice time to ice users due to a limited amount of ice time available during prime operating hours.

RESPONSIBILITIES

City administration will convene annually two meetings for all ice users interested in booking ice time at City-operated facilities, once in June for the Fall/Winter season ice requirements, and once in October for the Spring/Summer ice requirements.

Ice users are required to attend or appoint an alternate who has decision making power to attend the Ice User's Meetings or their ice will be reallocated. **There will be no exceptions.**

Administration will develop the schedule using the previous year's ice allocations and cancellations. Changes requested to times will be determined based on the current Ice Users Priority Schedule, which is attached and forms an integral part of this policy. Final determination of conflicts that arise between bookings will be at the discretion of the Arenas General Manager.

If ice time becomes available throughout the season, the City will rely on historical booking data and the priorities schedule to determine fair and equitable allocation of such ice time.

When a new ice surface is available in the City, Administration will work with the ice users group to determine a fair and equitable allocation including but not limited to historical use and the priorities schedule but also referencing a percentage increase in allocation in order to allow for growth for all ice users.

APPEAL PROCESS

Ice Users have the right to make a written request for appeal of the decision made at each level. This is an escalating process that must be followed in sequential order.

1. Hearing of all parties with the Community Services Director.
2. Hearing of all parties with the City Manager.
3. Delegation to Community Development Committee for final decision .

RELATED INFORMATION

Procedure 202•1 - Arena Ice/Dry Space Users Guidelines
Procedure 202•2 - Ice Scheduling Procedure

ICE USERS PRIORITY SCHEDULE

GROUP OR ACTIVITY	CANADA GAMES ARENA WEEKDAYS AND WEEKENDS	DAVE BARR ARENA WEEKENDS AND		COCA COLA CENTRE NORTH WEEKENDS AND		COCA COLA CENTRE SOUTH WEEKENDS AND	
		WKDAYS Before 9:00 P.M.	WKDAYS After 9:00 P.M.	WKDAYS Before 9:00 P.M.	WKDAYS After 9:00 P.M.	WKDAYS Before 9:00 P.M.	WKDAYS After 9:00 P.M.
Department sponsored recreation programs/events/contracts	13	1	1	1	1	1	1
Daytime School Programs (Under SCORES Agreement)	14	8		13		14	
Intraprovincial/Interprovincial Hockey Games Grande Prairie Storm (as per licence agreement)	2			4	4	8	
Jr. Hockey Club	4			2	2	5	
Sr. Hockey Club	3			3	3	6	
Womens Hockey Club						7	4
Intraprovincial/Interprovincial Hockey Practices Grande Prairie Storm (as per licence agreement)	5				7		
Jr. Hockey Club					6		5
Sr. Hockey Club					5		6
Womens Hockey Club							7
Figure Skating	10	3		6		2	
Minor Hockey	9	2	2	5		9	
Speed Skating	11			7		3	2
Wolverines Sports Association	12			8		4	3
Adult Recreation Teams - Men &/or Women	6	4	3	9	8	10	8
Non-profit User Groups/Individuals (City)	7	5	4	10	9	11	9
Non-profit User Groups (Regional)	8	6	5	11	10	12	10
Commercial/Profit Motivated Users	1	7	6	12	11	13	11

- **Tournaments/Competitions/Games have a higher priority over practices.**
- **Canada Games Arena will have priority for adult use excepting Monday thru Thursday from 5:00 pm - 9:00 pm. Adult use is also permitted on Wednesdays commencing @ 8:00 pm as agreed to by GPMHA and the City.**
- **Bookings should be offset by 15 minutes per ice surface to accommodate ice maintenance/floods at the Coca Cola Centre.**
- **During the Alberta Junior Hockey League playoff period only the Grande Prairie Storm *may* have some priority if the Canada Games Arena is not available for both practice times and hockey games. Such priority will be as minimally invasive as possible and respectful of ice users at both the Dave Barr Community Centre and Coca Cola Centre.**