



## TOWN OF BLACK DIAMOND POLICY

<b>POLICY #:</b> PREC-025	<i>(formerly named 72-05 Ice Distribution)</i>
<b>TITLE:</b> Ice Distribution	
<b>Approval Date:</b> April 15, 1998	<b>Resolution #:</b> 98-143
<b>Revisions:</b>	
<b>Approval Date:</b> October 18, 2006	<b>Resolution #:</b> 2006-336
September 21, 2011	2011-295
October 17, 2018	2018-428
<b>Department:</b> Parks & Recreation	

### Policy Statement:

The Town of Black Diamond will provide defined ice times for the specific use of youth, adult and public ice users.

### 1. Reason for Policy

- 1.1. The Town will be responsible for the provision of arena ice for all user groups.
  - 1.1.1. Issues relating to individual programs of user groups will be the sole responsibility of those user groups.

### 2. Related Information

- 2.1. PREC-025 Ice Distribution Procedure

### 3. Definitions

- 3.1. *Adult Users* shall mean all users of the age of 18 years or older.
- 3.2. *Black Diamond and District Recreation Area* shall mean that portion of the Municipal District of Foothills #31 west of 48<sup>th</sup> Street.



- 3.3. *Local Youth Users* shall mean all users under the age of 18, who reside within the Black Diamond and District Recreation Area.
- 3.4. *Manager* shall mean a person who oversees the duties, activities and business dealings of one or more employees of the Town of Black Diamond.
- 3.5. *Non-prime Time* shall mean:
  - Youth 11:30 pm to 5:00 pm - Monday to Friday (excluding Statutory Holidays)
  - Adult 11:30 pm to 5:00 pm – Monday to Friday (excluding Statutory Holidays)
- 3.6. *Non-resident Youth* shall mean all users under the age of 18 that reside outside of the Black Diamond and District Recreation Area.
- 3.7. *Prime Time* shall mean:
  - Youth 5:00 pm to 11:30 pm – Monday to Friday (excluding Statutory Holidays)  
6:00 am to 11:30 pm – Weekends and Statutory Holidays
  - Adult 5:00 pm to 11:30 pm – Monday to Friday (excluding Statutory Holidays)  
6:00 am to 11:30 pm – Weekends and Statutory Holidays
- 3.8. *Season* shall mean the timeframe beginning when the first ice is installed for use and ending when the last ice is removed from use.
- 3.9. *Special Events* shall mean tournaments, ice carnivals or other non-traditional uses.
- 3.10. *Statutory Holidays* shall mean any day, designated by the Province of Alberta as a General Holiday, and includes those days designated as Optional Holidays.
- 3.11. *Working Days* shall mean any day that any ice surface is rented or is available for rentals.

#### 4. Responsibilities

- 4.1. Town Council is to:
  - 4.1.1. Approve by resolution this policy and any amendments.
  - 4.1.2. Consider the allocation of resources for successful implementation of this policy in the annual budget process.
  - 4.1.3. Ensure all policies conform to the overall mission, goals and values as set out in the Town’s Strategic Plan.
- 4.2. Chief Administrative Officer (CAO) is to:
  - 4.2.1. Ensure that this policy and procedure is reviewed every three years.
  - 4.2.2. Ensure implementation of this policy and approve procedures and any amendments thereto.
- 4.3. Parks & Recreation Manager is to:
  - 4.3.1. Understand, and adhere to this policy and procedure.
  - 4.3.2. Ensure implementation of this policy and procedure within their departments.
  - 4.3.3. Make recommendations to the CAO for necessary policy or procedure amendments.
  - 4.3.4. Ensure the department’s employees are aware of and adhere to this policy and procedure.



**4.4.** Parks & Recreation Employees are to:

**4.4.1.** Understand and adhere to this policy and procedure.

**5. End of Policy**