

Corporate Policy and Procedure



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TAB: COMMUNITY SERVICES
SECTION: RECREATION
SUBJECT: PRIME TIME ICE ALLOCATION

POLICY STATEMENT Prime time ice is allocated in accordance with the criteria outlined in this policy.

PURPOSE Standards and priorities for allocation of prime time ice have been developed to meet the needs of residents of Mississauga, while maximizing revenues.

This policy outlines the standard ice allocations for each type of user group and the priorities which will be applied in the event of a conflict in ice time requested, and outlines general information regarding ice allocations.

SCOPE This policy applies to all City of Mississauga arenas, and is administered by the Recreation and Parks Division, Community Services Department.

STANDARDS The Community Services Department will adhere to the following standards when allocating ice time:

Hockey, Ringette:

Instructional Skills Development - 5 & 6 Year Olds/Pre-Tyke/ (Affiliated Youth):

- 1 hour practice/week - 30 participants/hour
- program open to public

House League User Groups from Tyke (7 year olds) to Atom (11 year olds):

- 1 hour of practice/week - ½ ice (Red, White & Blue)
- 1 hour of practice/week - full ice for “A” and Minor Novice Major categories (M.H.L.)
- 1 game/week

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- 2 games/week for “A” and Minor Novice Major categories (M.H.L.)

House League User Groups from Minor Pee Wee (12 year olds) to Junior (18 to 20 year olds):

- 1 hour of practice/week - full ice (Red, White and Blue)
- 1 game/week
- 2 games/week for “A” category (M.H.L.)

M.T.H.L. User Groups from Novice (9 year olds) to Junior (18 to 20 year olds):

- 1 hour game/week
- 1 hour of practice/week - full ice (Based on meeting 80% residency guideline)

Adult User Groups:

- 1 game/week with priority given to:
 - a) Adult Affiliates
 - b) Adult Resident Users (80% residency)
 - c) Commercial and Non-resident Adult Users

Game time cannot be guaranteed for adult groups in Category (b) or (c).

Allocation will be dependent on yearly supply/demand restrictions.

Figure Skating Clubs/
Instructional Skating:

Preschool/Canskate	1 hour/60 skaters/week
Canfigure Skate	1 hour/25 skaters/week
Intermediate and Higher	1 hour/6 skaters/week
Senior	1 hour/4 skaters/week
Competitive Senior	1 hour/2 skaters/week
Precision – Recreational	1 hour/1 team/week
Precision - Competitive	2 hours/1 team/week
Adult	1 hour/20 skaters/week

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City's Learn to Skate
Program

Various levels of skating instruction is provided - an average of 1 hour/50 skaters/week.

Public Skating

Various sessions are provided throughout the City - approximately 4 hours/week/facility.

PRIORITY LIST

A primary commitment is made to provide game and/or program ice time to the first four groupings listed below, on an allocated priority basis:

1. a) Recreation and Parks programs (instructional and recreational);
b) Affiliated youth groups (M.H.L., M.G.H.L., Ringette, Figure Skating Clubs);
c) School teams;
d) Special Needs groups.
2. a) Mississauga based youth representative organizations with a minimum of 80% Mississauga residents (i.e. M.T.H.L.);
b) Other Mississauga resident groups (i.e. Streetsville Hockey Association);
c) Junior A hockey.
3. Affiliated Adult Leagues.
4. Private leagues and individual users (minimum 80% residency).
5. Commercial and non-resident users.

Primary commitment is made to allocate prime time practice ice to the first two categories, with attempts to give youth affiliates 100% of their documented requirements for practice during prime time.

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BOOKING PERIODS

“Prime time” is defined as:

Fall/Winter:

- Monday to Friday - 4:00 pm to 12:00 am
- Saturday - 8:00 am to 9:00 pm
- Sunday - 8:00 am to 11:00 pm

Spring/Summer:

- Monday to Friday - 6:00 pm to 12:00 am
- Sunday - 6:00 pm to 12:00 am

Seasonal ice will be allocated for the following time periods in accordance with the designated application deadlines:

	Duration	Application Deadline
Seasonal Ice:	Sept. 1 to Sept. 30	April 2
	Oct. 1 to April 15	April 2
	April 15 to Aug. 30	Oct. 15
Tournaments:	Fall/Winter/March Break	April 2
	April/May	Oct. 15
Seasonal Floor:	May 1 to Sept. 10	Oct. 15
Note: Dates may fluctuate due to arena availability and holidays.		

Tournaments/Special Events

Tournaments and special events may be granted. However, efforts will be made to ensure that the impact of tournaments and special events on seasonal groups is minimized. Advanced commitment for special events and tournaments may be granted at staff discretion.

GENERAL

Ice time will be allocated in one hour blocks, which include an allowance for a 10-minute flood. User groups will determine game structure and duration (i.e. stop, straight time, 1 hour game,

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1.5 hour game).

Ice will be allocated with the understanding that participants will skate in one level only within their organization.

Organizations that compete with non-resident groups are entitled to one “home” allotment per week.

Organizations qualifying for the Mississauga-based representative rate will have a minimum of 80% Mississauga residents per organization. Team rosters will be required to confirm residency. Affiliated youth groups are those groups which have been approved as affiliates of Recreation and Parks and whose primary activity is ice related.

School groups qualify for the youth affiliate rate, when activities are included in the course curriculum, or where school representation is required.

Consideration will be given to the previous year's ice allocation. Organizations interested in obtaining additional prime ice time for new initiatives must request supplementary ice prior to program development.

Groups wishing to vary their program (i.e. game times) from the allocation standards, may do so, provided there is not a significant impact on ice distribution. Notification of such changes must be provided to staff within two months of implementation.

Assignment of ice will be based on the previous year's actual registration figures for numbers of teams and/or participants. As well, staff will respond to change and trends in ice-related activities as required and allocate ice accordingly. The City may adjust initial allocations after registration is complete for youth affiliate organizations, in order to respond to annual growth or

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reduction.

When the demand for ice exceeds availability, ice required will be obtained from groups in reverse order on the priority listing. Consideration will be provided for smaller organizations not able to sustain a reduction without seriously impacting their activity.

Organizations wishing a higher level of service can augment their ice allocation through the use of non-prime time ice.

ICE CANCELLATION

Organizations interested in avoiding specific days or blocks of time within the booking period as previously outlined, must request such exceptions when submitting applications for ice/floor.

Groups will not be permitted to request exception dates during March Break.

Youth organizations may turn back ice between March 30th and April 15th, once playoff schedules are confirmed.

Groups not showing up after contracts have been issued will be subject to contract cancellation.

REFERENCE:

GC-137-96 - 1996 02 28
2011 10 12 - Housekeeping – Volunteer policy renamed to
Community Group Support Program

LAST REVIEW DATE:

CONTACT:

For more information contact the Sports Unit, Recreation and Parks Division, Community Services Department.