

THE FRONTENAC COMMUNITY ARENA ICE ALLOCATION AND POLICY MANUAL

I Purpose

The Frontenac Community Arena serves to provide a place for the Community to gather and engage in sporting and recreational activities.

II Governance

The Frontenac Community Arena is governed by an Arena Board, comprised of serving members of council from Central Frontenac and South Frontenac Townships.

III Operation

The Arena will function year round, seven days a week.

- 1.) **Winter Schedule** – September to April – centered on ice activities.
- 2.) **Summer Operation** – May to August – all types of activities, which will normally provide income to help defer operational costs.
- 3.) The Sale and consumption of alcoholic beverages is prohibited, unless under the authority of the L.C.B.O. Special Occasion Permit and in accordance with Section 10 of BY-LAW 2002 -57
- 4.) The Management shall also operate a canteen for the sale of snacks and non-alcoholic beverages. All profits derived from this canteen shall be applied to the normal operation of the arena.

IV Ice Rental Priorities

(A) First choice will be given in the following order:

- 1.) Groups from within the 4 Townships.
- 2.) Groups from outside the 4 Townships but within Frontenac County.
- 3.) Groups from outside Frontenac County.

Priorities within Group 1

(B) Within Group 1, the ice time will be allocated in the following order:

- 1.) **A.** Ontario Minor Hockey Association (OMHA) and Ontario Women's Hockey Association (OWHA) represented by our Frontenac Flyers Minor Hockey and Frontenac Fury Minor Hockey
B. Sydenham High school Hockey Program
 - 2.) Figure Skating
 - 3.) Public Skating
 - 4.) Leagues (Ladies Recreational Team, Over 50, Over 30, Men's League)
 - 5.) Local teams belonging to outside leagues but using the Frontenac Community Arena as home ice (Godfrey Coyotes)
 - 6.) Groups on a regular basis
 - 7.) Occasional renters
- (C) The actual scheduling of ice time is subject to change for justifiable reasons. Whenever possible these changes will be negotiated but the final decision rests on the Arena Manager with Arena Board Approval.

V Ice Rental Prices

- (A) Ice Rental Prices are based on the Rate Guide posted to the website and available at the Arena Office. Rates are reviewed annually and adjusted if necessary through the Budget process.
- (B) Cancellations: Groups booking ice time will be responsible for payment of that ice time regardless as to whether or not the ice time is being used. The only exceptions will be if:
- the Arena is able to rent that ice time to another group;
 - the arena is closed due to equipment failure or
 - the arena is closed due to weather conditions which will be determined by the arena Manager.

VI Control of Persons & Property

The Manager with the support of the Arena Attendants are responsible for keeping the building in good condition at all times.

(A) The Arena Manager, or any delegate, therefore shall have the authority to bar from the Arena building and grounds, any and all persons who are found:

- 1.) Creating a disturbance
- 2.) Defacing or damaging property
- 3.) Using profanity or gross language
- 4.) Using alcoholic beverages when not under proper license.
- 5.) Smoking on the premises

(B) The length of time of any barring shall be left to the discretion of the Manager and through approval of the Arena Board of Management.

(C) Contestations and appeals may be directed to the Board of Management

VII Rental of Building and Equipment

(A) The Arena building, grounds, stage and the tables and chairs will be available to the public for rental as per the Rate Guide posted to the website and available at the Arena Office. Rates are reviewed annually and adjusted if necessary through the Budget process.

VIII Advertising Space

Wall space will be made available for advertising purposes as per the Arena's advertising program.