

CITY OF AIRDRIE
CANCELLATION OF ICE TIME

Effective Date: September 17, 2007 Revision Date: _____
Approved By: City Council
Approved On: September 17, 2007 Resolution #: 2007-C-302


PURPOSE:

To have an equitable means of assigning ice time to all user groups, clear operational guidelines and expectations for use of the facility in order to provide a quality recreation and leisure facility that is well maintained, safely operated and fiscally responsible.


The ice arena facilities are public facilities that are available to the citizens of Airdrie and area and are to be used in the best interest of all users and the community at large. This policy will serve to assist the City of Airdrie at all municipally owned arenas.

POLICY:

- Ice time will be allotted to all user groups at the annual Ice User's Meeting (on or before July 15). Any ice time not returned to the Arena Manager (booking personnel) by September 1st of each year will remain the sole responsibility of the user group that booked the time. Throughout the year time slots can be returned to the general pool by the 27th day of the prior month in which they occur – for example, September 27th for October ice slots. These requests must be received in written form by 5:00 p.m. at the arena office using email or letter.
- Ice time can be traded to another ice user group in the same category (as outlined in the 'Ice Allocation Policy') or put into a general pool that is available to user groups in the same category. The original booking group remains fiscally responsible for payment of the ice time.
- Cancellations resulting from arena operations will not be charged to the user group.
- The City of Airdrie reserves the right from time to time to postpone or reschedule any activities due unforeseen circumstances justified by the Arena Manager.



Mayor



City Clerk