

Clause embodied in Report No. 5 of the Economic Development and Parks Committee, as adopted by the Council of the City of Toronto at its meeting held on May 30, 31 and June 1, 2001.

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**Ice Allocation Policy -  
Parks and Recreation Division (All Wards)**

*(City Council on May 30, 31 and June 1, 2001, adopted this Clause, without amendment.)*

**The Economic Development and Parks Committee recommends adoption of the following report (April 27, 2001) from the Commissioner of Economic Development, Culture and Tourism:**

Purpose:

To approve an Ice Allocation Policy for arenas owned and operated by the Parks and Recreation Division. This Policy will be used to allocate ice commencing the 2001 and 2002 season.

Financial Implications and Impact Statement:

There are no financial implications resulting from the adoption of this report.

Recommendations:

It is recommended that:

- (1) the Ice Allocation Policy as outlined in Attachment No. 1 come into effect for the 2001 and 2002 ice season; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Background:

A committee involving representatives from the Parks and Recreation Division, Administration and Staff Support, and the Board operated arenas from the former City of Toronto have been meeting with Focus Groups that represent various disciplines from organizations and/or permit users from across the City of Toronto. This ice allocation policy is intended to permit ice in arenas operated by the Parks and Recreation Division. This allocation policy will be shared for information with the Board run arenas throughout Toronto.

Comments:

The Parks and Recreation Division hosted district meetings throughout the City where ice permitted clients were invited to discuss the Ice Allocation Policy that was being used in their district, and provide comments regarding a new Ice Allocation Policy for the City of Toronto. At each District meeting, focus groups were established with representation from Community and Competitive Youth for both Hockey and Figure Skating, Adult Hockey and various other users. Numerous meetings have been held over the past 18 months as staff made recommendations and held discussions developing a new policy.

The Users in consultation with staff felt there were no ice allocation policies approved by former municipalities that were appropriate for the amalgamated City of Toronto. Staff collected information from the Greater Toronto Area municipalities and have reviewed data available through the CLASS permit system. Tradition in former municipalities relating to ice permits will still be considered as staff implement this policy. Residency in the City of Toronto not only allows groups to be considered for permit, but also plays part in the formula that allows the number of hours granted.

Staff and members of the focus groups also agree that a three-year implementation period is required to allow the opportunity to negotiate with groups that traditionally permitted ice and have changes to their allocation as outlined in the policy. Groups that are offered additional ice may need time to finance the additional hours being offered to their organization. Other groups that have ice time reduced will need an opportunity to permit ice from other sources to continue their program. The intent of this policy is to provide a constant and fair system to allocate ice in our arenas.

This policy also recognizes the need for departmental programs, the strong community and competitive sporting activities operated by volunteers in our community. There is allowance for growth of sports such as girl's hockey and time for adults to play pick-up hockey.

It is recommended in the policy that staff meet on an annual basis with the user groups to review the policy and make appropriate changes to meet the needs of our users.

Conclusions:

The policy will give a harmonized and equitable approach to Ice Allocation in the City of Toronto. This Ice Allocation Policy has been developed in consultation with the user groups.

Contact Name:

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Attachment No. 1  
Ice Allocation Policy

The Ice Allocation Policy provides the City of Toronto a harmonized method to permit ice at indoor arenas and outdoor rinks. This includes equitable distribution to males, females, persons with disabilities, etc.

The Ice Allocation Policy is established to permit City prime time ice on the most equitable basis for the greatest number of Toronto residents who wish to use City of Toronto arenas and rinks.

The City of Toronto reserves the right to allocate ice time based on the assessment of staff of the Economic Development, Culture and Tourism Department (EDCT) with due consideration for the City’s program needs, the local committees and the best interests of the users. Consideration will be given to the previous years’ ice allocations.

Time Definitions:

		Youth	Adult
Prime Time:	Monday to Friday	5:00 p.m to 11:00 p.m	5:00 p.m to 11:00 p.m
	Saturday and Sunday	7:00 a.m to 11:00 p.m	7:00 a.m to 11:00 p.m
Non Prime	Monday to Friday	8:00 a.m to 5:00 p.m	8:00 a.m to 5:00 p.m

Ice contracts will be issued by the City of Toronto on a 26 week basis for prime time ice. Ice time will be allocated in one hour blocks, which includes an allowance for ice maintenance.

The City of Toronto will allocate ice using the following definitions:

Category Definitions:

<p>“Community Youth” – Organizations providing youth activities with an elected volunteer executive, constitution and by-laws, are not for profit, and may be required to provide financial statements, and that they meet an 80 percent residency requirement. Ice time will be allocated through a formula based on participant numbers. Minor sports groups are defined as persons three to 19 years of age inclusive. This category is house league and recreational participants.</p> <p>“Competitive Youth” – Organizations or teams providing youth activity with a 80 percent residency factor which do not qualify for “Community Youth”. Residency for game ice will be based on a combination of all member organizations or teams.</p> <p>“Competitive Junior Hockey” – Includes levels A, B and C.</p> <p>“Community Adult” – Organizations or teams providing adult activity operated by volunteers on a not-for-profit basis and may be required to provide financial statements with a residency factor of 80 percent.</p> <p>“Commercial” – Organizations or teams providing adult activity which do not qualify for “Community Adult”.</p> <p>Commercial programs organized for youth or adult to include schools will be assessed at the “Commercial” rate.</p>
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All attempts will be made during allocation to allow for minor or youth organizations to permit ice in the local arenas where traditionally that league or association has participated. Ice will be allocated in the North, South, East and West Districts but not on a City wide basis. Historical use and requests are taken into consideration.

The City may adjust initial allocations after registration is completed for Community Youth organizations in order to respond to annual growth or reduction.

Ice Allocation will be completed on an annual basis using the following priority listing:

- (1) Departmental Programs – These are programs offered by the EDCT Department.
- (2) Community Youth
- (3) Competitive Youth
- (4) Competitive Junior Hockey
- (5) Community Adult
- (6) Commercial

All allocated ice may be used solely for the intended use by the permit holders.

The sublet of ice is strictly prohibited and may lead to cancellation of season permit and future ice allocation consideration.

Leagues or Associations that are considering new programs that may require additional ice time, must present in writing, expansion or re-organization plan 18 months prior to implementation for consideration.

Annually, staff and the user groups review the Ice Allocation Policy to make recommendation for change as required.

#### Residency

Community and Competitive Youth and Community Adult groups that request prime time ice will be required to submit a membership list that demonstrates an 80 percent residency in the City of Toronto.

Annually, resident groups or organizations are required to submit the current session's players' list. The player lists submitted will be reviewed for residency.

Competitive and house league girls hockey players will be combined to allow for residency of 70 percent until the 2003/04 season. Eighty percent residency for Girls Hockey will be required for the 2004/05 season.

#### Procedure

Annually, all resident groups or organizations will submit to staff their membership lists, including telephone numbers and addresses for review. The membership lists may be verified with the governing body to establish residency and proper insurance coverage. The residency number will be used in the allocation formula.

Staff in each district will calculate the number of prime time hours available.

Staff will deduct departmental program ice time required.

Balance of ice will be allocated using the distribution guidelines stated in this policy.

In June of each year, ice contracts will be sent to applicants for review.

Applicants will follow City policy regarding "Payment for Permit".

Groups will have until mid-July to turn back ice to the City for re-allocation with no penalty. All other returned ice will follow City policy.

The falsification of any information may result in the immediate cancellation of the permit.

#### Return of Ice

Three weeks notice is required to return ice to the City of Toronto. This will allow for maximized ice sales. If the ice can be resold, there will be no charge to client.

#### Tournaments and Special Events

Requests for tournaments and special events must be made in writing to the City of Toronto prior to June of each year to be considered for fall/winter ice allocation.

Any user group wishing to operate a tournament or special event in prime-time during the period October 1 to April 30, must secure this time from their existing allocation. Where additional ice time may be required, an application must be made to the City. Regular ice users will not be pre-empted except under exceptional circumstances.