

POLICY NUMBER - 76

Policy Subject / Title - Complimentary Ice Time for Charitable Purposes

GENERAL STATEMENT OF POLICY

76.01 It shall be the policy of the Region of Queens Municipality to provide a mechanism whereby ice time at Queens Place Emera Centre can be made available for the purpose of raising funds by schools and not-for profit organizations.

POLICY INFORMATION

76.02 The total amount of hours available for this purpose will be fourteen (14) per ice season, roughly September 15th to May 15th.

76.03 The maximum amount of Complimentary time per approval will be two (2) hours.

76.04 Requests will only be accommodated around existing user schedules and the Region's ability to provide staff at the time(s) requested. Any staff overtime costs will be borne by the user.

76.05 Local organizations and schools will each be eligible for one (1) two-hour slot for fund raising purposes each ice season year which will be provided on a first come first served basis up to a maximum of 14 hours per ice season.

76.06 Participants are bound to observe stated codes of conduct, use of protective equipment such as helmets, provide adequate levels of supervision, and comply with any other Region policies, practices, and rules governing Queens Place Emera Centre.

POLICY PROCEDURE

76.07 Requests will be submitted to the General Manager of Queens Place Emera Centre at least one month prior to the date of the event, and shall be granted on a first-come, first-approved basis.

76.08 Each applicant shall receive a written approval from the General Manager of Queens Place Emera Centre or their designate, no later than five (5) business days after their request.

76.09 Requests shall be approved on the basis of what is in the best interest of the Region of Queens Municipality.

Approved: February 20 , 2012