



CITY OF FORT SASKATCHEWAN

# CULTURE & RECREATION

City information for Minor Hockey Coaches and Managers

September 27, 2022

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All facility concerns are directed to Stacey Clements  
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## 1. ½ Boards:

½ boards set up / take down (time frame) and storage expectation.

- It is the expectation that the boards are set up and taken down within the ice schedule timeframe i.e./ if practice is scheduled 1-2pm boards are set up and taken down within this time frame.
- Boards are to be stored on the storage cart in the designated area at the Sherritt-CEP (DCC) Arena.
- ***Please see guidelines that were sent out last year:***
  - Storage location of half boards determined by Facility and must remain consistent unless noted otherwise.
  - Half board set up and take down is the responsibility of the team using.
  - Set up and take down is during the teams allotted ice slot time.
  - If take down goes over allotted ice slot time and following contract holders are unable to start at designated time, an email will be sent to FSMH as a warning (noting date, time and team). If take down time continues to impact the schedule start time on other contract holders a fee will be charged to FSMH.
  - FSMH has the ability to request that a flood not take place when there are FSMH half board users playing back-to-back for U7 or U9 games.
  - Safety:
    - All volunteers on the ice are required to have ice cleats on their shoes and wear a sport helmet.
    - No volunteers, coaches or athletes are permitted on the ice while the Zamboni is on.
  - Please see "FSHM How to Video" on MH website under coach resources on set up and take down.

## 2. Ice resurfacing and practice drills:

- Operators are scheduled 15 minutes for ice resurfacing with simple ice repairs for the next booking.
- Delays to exiting ice time and rushing the operator is a safety hazard and will not be tolerated.
- Coaches to be mindful of repetitive drills on the ice and damage it causes for next client.
- Fee will be charged to the organization if operators are required to restore ice to a safe condition for next client. The operator will determine if ice needs to be restored and time to do this.

### **3. Player's arrival time to arenas:**

- Arrival time for all teams can be determined by level of team and need for off ice warm up.
  - If abuse of facility (players unsupervised, running around, entering dressing rooms etc..) arrival time limits will be set for teams causing issues.
- Coach or parent volunteer available when players arrive to offer supervision and instruction for warm up in a designated safe location.
- If arriving early and dressing room is not available, equipment (bag) storage must be in a safe out of way location with access doors free for usage.
- To complete enhanced cleaning and dressing room checks, player exit time is 30 min or earlier.
  - ❖ Important to teach players and parents to look at the arena board to determine when their dressing room will be available and who is in the room prior.
  - ❖ Other clients have the ice and dress room book and are offered the same 30 min or earlier to depart from their room before cleaning occurs.
  - ❖ Some issues this season have occurred with players entering occupied rooms, this is unacceptable and if continues facility access time may be implemented.

### **4. Usage of the track at the DCC:**

- Teams are required to sign in at the fitness desk upstairs and must have a trainer or coach present during the use the track.
- Dryland training bookings – Teams can book facility spaces for dryland training.
  - If the team wants to use any equipment offered in the facility space a certified instructor is required and for more information contact the Fitness & Wellness Coordinator @ 780-992-6407 to complete the external trainer paperwork.

### **5. Booking Contract**

- Team's responsible for players and spectators in the facility during rental time.
- Teams responsible for head counts to maintain facility spectator capacity at all games.
- All teams should review facility booking contract for all details.
- Teams will be contacted individually should any concerns be raised.

### **6. Tournament procedures**

- Form to complete and to be approved by the Ice Allocation Committee February.
- Smaller tournaments within the organizations allocated ice should still complete a tournament form so the City is aware of tournament needs.
- Facility review / walk through with tournament director and administration is available to have a successful event.

### **7. JRC renovation update.**

- Administration is working with a consultant to determine where new expansion can occur with current layout and facility structure limitations.
- Concept designs will be brought to organizations for feedback.
- Council still needs to approve next stage of project before moving forward.