



“FORM A”

OUTDOOR COMMUNITY RINK APPLICATION

APPLICATIONS MUST BE SUBMITTED BY NOVEMBER 1

1. PROPOSED RINK LOCATION (PARK NAME, ADDRESS OR GENERAL AREA)

2. RINK TYPE (CHECK ONE)

LEVEL ONE

- Suitable for hockey and pleasure skating.
- Must have rink boards of at least 30 inches in height.
- Location must be a reasonable distance from any buildings, play structures, walking paths and play areas
- Size must be appropriate for the size of available space and in any event may not exceed 300 square metres, unless authorized by the manager of parks, recreation and culture of their designate.

LEVEL TWO

- Suitable for pleasure skating only.
- Rink boards are prohibited except where low boards are used to retain.
- Size must be appropriate for the size of available park space and in any event may not exceed 150 square metres, unless authorized by the manager of parks, recreation and culture of their designate.

3. OUTDOOR LIGHTING

YES

NO

Outdoor lighting is **OPTIONAL**. If volunteer teams intend to use outdoor lighting the following requirements must be satisfied:

- the light source is wireless;
- is removable at the end of the season;
- provides reasonable visibility in low light;
- is placed in a location that shall not pose a safety hazard to skaters and pedestrians; and
- has the capability to be turned off during hours of closure.

4. COORDINATOR INFORMATION

Name: _____

Address: _____ Postal Code: _____

Telephone: _____ E-Mail: _____

5. OTHER VOLUNTEERS (MINIMUM OF 2 VOLUNTEERS REQUIRED)

NAME	ADDRESS	EMAIL	CONTACT NUMBER

6. COORDINATOR RESPONSIBILITIES

- Will be designated as the primary contact person and liaison to the Town.
- Maintain and update the contact information for the volunteer team.
- Ensure the Community Outdoor Rink Daily Maintenance Log are completed on a daily basis and submitted to the town every Monday for the preceding week.

7. VOLUNTEER RESPONSIBILITIES

- Flood and maintain the ice surface.
- Ensure ongoing commitment of volunteer team who agree to support the rink.
- Provide for daily maintenance, flooding and supervision of the rink to standards acceptable to the Town.
- Complete Community Skating Rink Daily Maintenance Logs for each day of the rink season and submit the preceding week's log sheets to the Town each Monday.
- Ensure signage is posted indicating applicable prohibited use, regulations or warnings.
- Provide reasonable control and clean-up of garbage and litter.
- Maintain open emergency access route.
- Allow use of the rink by all residents.
- Notify the Town of any changes to the volunteer team or contacts.

- Adhere to the regulations established by Policy No. PRC-001, *Community Outdoor Rink Policy*.

By signing below, I hereby acknowledge that I have completely read and fully understand the content and responsibilities of the Outdoor Community Rink Application:

Volunteer Signature: _____

Date: _____

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8. SITE REQUIREMENTS

- Reasonable freedom from hazards
- Reasonably flat surface
- Adequate water source
- Accessible for emergency services
- Not close to neighbouring residences
- Reasonably separated from another rink
- (OPTIONAL) Outdoor lighting satisfies the following requirements:
 - the light source is wireless;
 - is removable at the end of the season;
 - provides reasonable visibility in low light;
 - is placed in a location that shall not pose a safety hazard to skaters and pedestrians; and
 - has the capability to be turned off during hours of closure.

9. WATER SOURCE

- Private home (specify address): _____
- Water truck
- Other (specify) : _____

Approved by: _____

Date Approved: _____