

# Outdoor Community Ice Rinks

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## Appendix D: Operating Information

### Safety and comfort

- We encourage all skaters to wear a helmet for their personal safety.
- It is recommended that community ice rink volunteers dress appropriately; ideally, in layers that can be removed to prevent overheating while performing rink tasks.
- Non-slip footwear, including crampon-style/ice cleats is recommended when walking on the ice surface.
- Prepare to use insulated rubber gloves for rink flooding purposes and keep snow shovelling gloves for drier activities.
- It is strongly recommended that flooding be performed by minimum of (2) people, in the event of a slip and fall. Please implement the buddy system when performing community ice rink duties, and always carry a cell phone as a reliable means of emergency communication.
- Do not leave the lids to the water valve chambers open and unattended.
- Tarps and /or liners are not to be used.
- No rink boards are to be used.
- Should the rink become unusable at any time, the rink area must be closed off for access by park users with caution tape, barricades or cones.
- Consumption or use of alcohol, cannabis or illegal substances is prohibited at all times.
- Compliance with local, Provincial and Federal guidelines regarding COVID-19 is required.

### Dimensions and location

The City approves rink dimensions and location within the park. Ideally, two rink surfaces are best; one for pleasure skating and one for hockey, etc. The size of each rink depends upon the available space at the site and this varies from one park location to another. It should be located as close as possible below the lights, although not all locations have lights.

### Start up

- Main contact will be called in early to mid-December to arrange delivery of equipment.
- After receiving the equipment for your rink, email [parks@guelph.ca](mailto:parks@guelph.ca) to advise when you wish to start flooding.
- If you require snow removal, we will do our best to schedule having the rink site cleared off, subject to availability.
- If you have any difficulties or problems with start-up, please email [parks@guelph.ca](mailto:parks@guelph.ca).

### Flooding

- We recommended that rinks be flooded at least four times (4x) per week to maintain a suitable skating surface.
- Hazards must be repaired immediately or as soon as weather conditions permit such as cracks, frost boils, exposed ground, etc.
- Duo check valves must be used during flooding.

### Equipment

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To prevent hoses from freezing and to prevent a delay in flooding activities:

- Ensure they are drained after each flood and disconnected from the duo check valve.
- After the hose has been drained, lay it in a flat coil---not in an upright position.
- Ensure all volunteers clearly understand the standard procedures to flood, including the importance of properly draining hoses and the duo check valve after each use.

Grant funding payment will be held if lock keys, water keys, hoses, backflows, and nozzles are not returned. We will assist in making arrangements to return and/or pick up.

It is your responsibility to look after and return the equipment and operating materials loaned to your group. The replacement cost will be deducted from your grant funding payment.

## Snow removal

If the community ice rink requires snow removal, have your main contact us at [parks@guelph.ca](mailto:parks@guelph.ca) and we will respond at our earliest opportunity. The clearing of snow at community ice rinks may be delayed and have to wait a few days based on city-wide snowfall, operational demands and availability. If only small amounts of snow have accumulated, and ice chips and heavy use necessitate scraping, it is your responsibility to clear the surface.

## Rink lighting

Wherever possible, there will be a light provided that uses a timer or dusk-to-dawn photocell to operate. Lighting timers will be set to operate from approximately 5-11 p.m.

## Grant funding

Grant funding for community ice rink maintenance has been approved at up to \$500 for the season. Payment is dependent upon satisfying all of the following components as laid out in the Community Ice Rinks Program;

- Community Ice Rink Application approved
- A designated main contact and/or alternate attended one of the annual mandatory information/training meetings
- Water Record -Monthly maintenance flooding/water use records have been submitted (Appendix B)
- Skating Days statistics provided by month have been submitted (Appendix C)
- Confirmed inspections of suitable skating surface by Parks staff
- All equipment/keys/materials have been returned and confirmed

## Water record

You are required to log the number of hours of actual flooding time on the Monthly Maintenance Flooding/Water Use Record and submit it monthly to [parks@guelph.ca](mailto:parks@guelph.ca) (see Appendix B).

- In the interests of water conservation, flood **only** when the temperature is colder than -2<sup>o</sup> Celsius
- Between floods, turn the volume down to half for no more than 15 minutes to keep the hose from freezing, if a longer duration is necessary, drain the hose.

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## Skating days

You are required to identify the suitable skating days on the Skating Days Statistics Record by month and submit the record at the end of the season (see Appendix C). The initial preparation of the community ice rink is not to be included as suitable skating days

## Inspections

Inspections of community ice rinks will happen every week to check that a suitable skating surface is provided. These visual inspections will confirm an appropriate level of maintenance has been achieved.

## For more information

[parks@guelph.ca](mailto:parks@guelph.ca)

519-837-5626