

Town of Woodstock 2024-02 Scheduling for Events Policy

DEFINITION

Provincial / Nationally-sanctioned tournaments is defined as tournaments that are sanctioned through their associated Sport Provincial & National Governing bodies, who have defined guidelines that must be implemented to facilitate a tournament.

BACKGROUND

This policy applies to all recreational facilities not limited to: the arena, pool, field house, as well as all outdoor recreational amenities, that are regularly used by organizations that have affiliations with Provincial or National Governing Bodies. When groups or associations hold provincial or nationally sanctioned tournaments that require a specific schedule to be followed in order to qualify for the event/tournament to fairly distribute time for the users of facilities, the following policy will apply:


POLICY

Scheduled use of the facilities may be changed to accommodate provincial or nationally scheduled events or tournaments with the following conditions:

1. Prior to requesting permission to host an event or tournament at the Provincial or National level, the proposed dates of the event or tournament are to be submitted to the Director of Recreation for approval. Management staff will check the availability of the facility based on:
 - Readiness of the Facility (example: will ice be in place in arena or is the pool closed for maintenance)
 - Conflict with other Provincial or National Events that have been approved.
 - Conflict with scheduled league play-off events (example: Junior "C" Hockey)

2. Management will advise affected users of tentative dates for reschedule and provide, whenever possible, replacement times to make up for time lost due to an event.
3. Upon approval of Event/Tournament by the Provincial or National Body, the schedule will be approved by Director of Recreation provided that it is within the timeframe as originally requested.
4. Director of Recreation will confirm with all affected user groups.
5. Nothing in this policy prohibits changes in schedules that have the agreement of all affected users.
6. The above policy will also include the invitational Bobby Vail Tournament and also a Woodstock High School Invitational Girls Hockey Tournament.

Effective June 25, 2024.



Mayor



Clerk