

CRFMHA Ice Allocation Policy

Version 1.0 (August 22, 2019)

BACKGROUND:

Boundaries of CRFMHA correspond closely with boundaries of Capital Regional District (CRD). Within these boundaries there are 11 recreational facilities managed by 10 operators with 13 sheets of ice. CRFMHA strives to achieve an equal distribution of ice at these facilities, subject to allocation decisions made by the facility operators. Like other local minor hockey associations (MHAs), we accept that approximately 25% of ice time will be pre-school (early AM) and the goal is to have the remainder in afternoon/ evening on weekdays or weekends. Ideally, there would be a single early AM slot in each of the following areas: Peninsula; Saanich; Victoria; Western Communities; Sooke. League games with opponents from VIAHA and PCAHA are scheduled on weekends.

POLICY:

REGULAR SEASON

Within the limitations of the existing CRFMHA ice contracts at the 13 ice surfaces, which are compiled into a CRFMHA Master Schedule, principles of CRFMHA ice allocation for the Regular Season are as follows:

- 1) The Regular Season, for ice allocation purposes, will begin on Labour Day. The schedule will be allocated in "Weeks", with weeks beginning on Monday and ending on Sunday. Labour Day is always the first day of Week 1.
 - a) There are approximately 28 weeks in the hockey season.
 - b) Availability of ice during the two-week school break in December/ January is variable. Some facilities include these weeks in the contract and others don't. For internal consistency, these weeks are included as numbered weeks in the CRFMHA Master Schedule whether ice is available at an individual facility or not.
 - c) As long as a majority of CRFMHA registrants attends public school, for purposes of ice allocation, the season ends on the Sunday of the first weekend of March Break.
 - i) March Break is currently standardized for the three public school districts within CRFMHA boundaries (The Greater Victoria School District - SD61; Sooke School District - SD62; and Saanich School District - SD63).
 - d) CRFMHA acknowledges the following exceptions to the 28-week season. Should teams affected by these events wish to pursue any additional practice or game ice beyond the end of Week 28, they can do so through the CRFMHA Director of Ice:
 - i) BC Hockey Championships for 'A' teams often begin mid-week in the first week of March Break (i.e. Week 29).
 - ii) There is often a late-season recreational tournament in Richmond, usually in the final weekend of March.
- 2) A season-long list of recurring ice times for each team will not be available, since CRFMHA will frequently acquire new ice times at various facilities through the course of the season as ice

becomes available, which will be incorporated into the Master Schedule to facilitate weekly schedules that are optimal for all participants.

- a) Notwithstanding a fluctuating ice schedule, CRFMHA strives to maintain some consistency in scheduling whenever possible and will attempt to assign ice to teams with a minimum of **two weeks** advance notice.
 - i) Accordingly, Team Managers are to notify the Director of Ice of any scheduling conflicts a minimum of **three weeks** in advance to allow such irregularities to be accommodated in the Master Schedule. Such conflicts may include, but are not limited to, exhibition games (visiting/away); team travel; off-ice training or other off-ice activity.
 - ii) The Director of Ice will have access to published League schedules and will accommodate League events within the weekly schedule. Team Managers do not need to notify the Director of Ice about League activity, unless there has been a change to the originally published schedule.
- 3) CRFMHA ice allocation follows the principle that CRFMHA will endeavor to minimize travel for all participants by scheduling events as close to home as possible for as many players as possible. Implications of this are:
 - a) Region-wide programs ('A' teams in each Division and any 'C' teams that are the only recreational team in their Division) will tend to be scheduled preferentially, but not exclusively, at central facilities (Pearkes Recreation Centre; Archie Browning Sports Centre; Wurtele Arena; Save on Foods Memorial Centre; Q Centre and JDF Arena) as participants may be required to travel from anywhere within CRFMHA boundaries.
 - i) Time of day will be considered in scheduling region-wide programs.
 - b) Recreational programs ('C' teams in Atom, Peewee, Bantam and Midget) will tend to be community-based as tolerated by balanced competition, coaching availability and goaltending availability and, as such, team events will tend to be scheduled preferentially, but not exclusively, at peripheral facilities (Panorama Recreation Centre; Ian Stewart Complex; Oak Bay Recreation Centre; Westhills Arena; Seaparc Leisure Centre).
 - c) Once final team composition is known, ice allocation may be optimized according to geographic distribution registrants for each team.
- 4) Early morning (pre-school) ice times will be shared equally by all teams in CRFMHA, excluding Juvenile Division.
 - a) To accommodate increased weekend travel by 'A' teams:
 - i) 'A' teams will tend to be scheduled preferentially for early mornings on Tuesday, Wednesday and Thursday if the team is travelling on the adjacent weekend;
 - ii) 'C' teams will tend to be scheduled preferentially, but not exclusively, for early mornings on Monday and Friday.
- 5) 'A' teams will have two full-ice practices per week.
 - a) One will be 80 min, while the second may be 50 or 80 min.
 - i) Whenever possible, scheduling of 'A' team practices will be optimized to include development opportunities from 'A' players in the lower Division or 'C' players from the same Division.
 - ii) If ice to support two-full ice practices is not available, there may be occasions where 'A' teams are scheduled to share ice. In this circumstance, every effort will be made to schedule this to share with the 'A' team in the next Division.
- 6) Ideally, 'A' teams will have one Home game per week whenever possible:
 - a) On a three week cycle:
 - i) first week will be a 110-min game slot intended for VIAHA 'A' opponents;

- ii) second week will be 80-min game slot for PCAHA female 'A' opponents or appropriately selected VIAHA integrated 'A' or 'C' teams;
 - iii) third week will be 80-min game slot for PCAHA female 'A' opponents or appropriately selected VIAHA integrated 'A' or 'C' teams;
 - (1) The 80-min game slots (ii and iii) may be paired in the same weekend order to facilitate 'double-headers' with teams visiting from the mainland, while another CRFMHA 'A' team travels.
 - iv) When no opponent is available, Home game slots may be used for additional practice or development or returned to the Association for distribution to another team.
- 7) 'C' teams will have one shared-ice 80-min practice per week.
- a) Initiation and Novice teams will practice in a cross-ice configuration
 - b) In rare situations when there are three small teams in the same or similar Division, three teams may share a practice ice time, provided the number of skaters does not exceed 36.
 - c) Whenever possible, 'C' teams within the same Division will not be scheduled to practice at the same time, such that recreational players could practice once with their own team and additionally with another CRFMHA 'C' team in the same Division, in the same week as desired, thereby increasing development opportunities for recreational players at no additional cost.
 - i) CRFMHA refers to this principle as a "**Divisional**" open recreational practice.
 - d) Whenever possible, 'C' teams from sequential Divisions based in the same geographic area will not be scheduled to practice at the same time, such that recreational players could practice once with their own team and additionally with the local team that is one Division higher or lower, in the same week as desired, thereby increasing the development opportunities for recreational players at no additional cost.
 - i) CRFMHA refers to this principle as a "**Community**" open recreational practice
 - e) Based on the needs of the recreational teams, there may be weeks when team-based practices are reallocated in the best interests of player development, although individual players would still receive the same amount of ice time. Such decisions will be taken by the Director of Player Development and Director of Ice in conjunction Hockey Operations Committee. Examples could include:
 - i) A common practice session for all Defense and a separate practice session for all Forwards in the same Division, rather than two separate team-based practices.
 - ii) Combined practices for players from sequential Divisions who live in the same geographic area, rather than two separate team-based practices.
- 8) 'C' teams will have, on average, one Home game slot every other weekend.
- a) League game slots will be assigned according to the VIAHA (VIAHA Commissioner or Director of Hockey Operations).
 - b) Following scheduling of League games, other available times can be used for exhibition games.
 - i) Respecting scheduling issues related to League play, availability of opponents and off-ice team activities, exhibition game slots will be distributed as evenly as possible between 'C' teams in each Division.
 - c) Any designated Home Game slots that cannot be used by the assigned team can be used for additional practice or development opportunities or returned to the Association for distribution to another team.

- 9) 'A' or 'C' teams requiring a Home game slot for reciprocity with another team or association should submit a request to the Director of Ice that includes a reference to the event to be reciprocated as soon as the need is identified.
- 10) Following the HCOP classroom clinic (usually September or October), the next available ice slot (preferably evening after 5 pm) will be allocated for the corresponding on-ice clinic.
- 11) After requirements for 'A' and 'C' team Practice and Game ice have been met, any remaining weekday ice will be reviewed with the Director of Player Development and Director of Goaltending and Referee in Chief to facilitate opportunities for association-run development sessions.
 - a) Content of these sessions will be at the discretion of these Directors, potentially with input from Team Coaches.
 - i) Sessions may be facilitated by the Directors or they may arrange for team coaches, non-team based (qualified and credentialed) volunteer coaches or entrepreneurial coaches to facilitate these sessions.
 - ii) Sessions may also be used to support development of officials including [N]ew, [L]ine-[R]ef, [R]ef-[L]ine and [C]ombo. Evening times are preferred.
 - b) Supplementary association-run development sessions will be distributed between groups with a 3:1 ratio favouring recreational players, such that for every session scheduled for competitive players, there will be three sessions scheduled for recreational players.
 - i) Position-specific sessions (Goalies only; Defense only; Forwards only) may be run as combined sessions for Competitive and Recreational players and would remain neutral in determining the ratio.
 - c) An additional fee may apply for association-run development sessions and/or entrepreneurial coaching.
- 12) When the Master Schedule has been completed and distributed, Team Managers (or one designate per team) will be notified regarding any remaining available ice not committed for practices, games or development sessions. This will be designated as "bonus ice".
 - a) The association's priority is to ensure all contracted ice is assigned and used efficiently.
 - b) Teams may claim "bonus ice" on a "first-come, first-served" basis; however, consideration will be given to advance requests from teams previously unsuccessful at acquiring "bonus ice" sessions.
 - c) "Bonus ice" sessions may represent ice acquired outside of the usual CRMFHA contract or could be unused ice from within the contract. Regardless, by definition it is ice allocated beyond the minimum requirements as described above. As such, CRMFHA will invoice teams for any "bonus ice" at the discounted rate of \$80 per hour, regardless of location, time of day (prime/non-prime time; premium rates) or actual cost, with the exception that any "bonus ice" with an actual cost below \$80 per hour will be invoiced at the actual amount.
 - d) Teams who have failed to pay an invoice for "bonus ice" will not be eligible to acquire subsequent "bonus ice" until the outstanding invoice(s) is/are paid.
 - i) The Director of Ice will communicate promptly with the Treasurer regarding generation of invoices.
- 13) CRFMHA recognizes the limited availability of ice resources at local facilities and plans to use ice as efficiently as possible. CRFMHA will monitor use of ice in our contract.
 - a) If a team does not use assigned ice efficiently, they may become ineligible to acquire "bonus ice". Examples of inefficient use of ice may include, but are not limited to:
 - i) Not using the full ice time as allocated on the contract;
 - ii) Failing to appear for an assigned ice time, without redistributing it;

- iii) Running a practice with <70% of team players present, but not recruiting development players.
- b) If any particular ice slot at a given facility at a specific time is underutilized (as defined above), it will be eliminated from the CRFMHA contract as allowed per terms of the contract and there will subsequently be less ice available within the contract for CRFMHA teams.

TOURNAMENTS

CRFMHA will host as many tournaments as possible with the intent of maximizing development and competition opportunities, creating opportunities for friendship, increasing fundraising opportunities for teams (+/- the Association) and raising or maintaining the profile of the Association.

- 13) Ice acquisition for tournaments typically occurs in the months preceding the Regular Season.
- 14) Tournaments for the season will usually be confirmed prior to Week 1.
- 15) Ice acquired for tournaments will be assigned to Divisions and Categories at the discretion of the Director of Tournaments and Director of Ice, with input from the Board of Directors.
- 16) Availability of ice will govern the opportunity to host tournaments and the size of the event. Guidelines for planning tournaments based on amount of available ice are available in the CRFMHA Tournament Planning Manual.
 - a) Ice acquisition and tournament planning should include consideration for overtime and shootout as necessary in the setting of elimination games.
- 17) On occasion, a limited amount of ice from the REGULAR SEASON (above) may be reallocated to a Tournament if it makes a critical difference in the planning and scheduling of a tournament at the discretion of the Board. Any team affected by such an expropriation will be duly compensated by the host committee and/or Board.
 - a) The host committee will be invoiced by CRFMHA for any expropriated ice at purchase price, such that it becomes part of the Tournament budget.
- 18) The Director of Ice will acquire and allocate ice for the Tournament as a stand-alone event, but scheduling the event itself will be the responsibility of the host committee in conjunction with the Director of Tournaments with reference to the CRFMHA Tournament Planning Manual. The Director of Ice does not schedule the games in the Tournament.

SPRING / SUMMER PROGRAMMING

Opportunities for Spring/ Summer programming include, but are not limited to: recreational scrimmage games (aka 'pond hockey; 4-on-4); competitive Spring hockey teams; skill development sessions; power skating; goaltender development sessions; entrepreneurial camps; introductory and recruitment sessions.

- 19) Decisions regarding the extent of Spring/Summer Programs will be determined by the Director of Player Development and the Director of Goaltending with the Hockey Operations Committee, with input from the Director of Ice to the extent that they may have knowledge regarding the availability of ice.

- 20) Ice acquisition by Director of Ice to support Spring/Summer Programs will be targeted with respect to amount of ice; ice times; location of ice sessions and duration of ice times, based on the extent of programming.
 - a) Ice acquisition should begin no later than December for programs beginning in April;
 - b) Consideration should be given to when each facility removes their ice during the off season, if applicable.
- 21) Ice allocation for Spring/Summer Programs is pre-determined as per #19 and #20. As such, any decisions about programming following ice acquisition are at the discretion of the Hockey Operations Committee. The Director of Ice is not responsible for allocation or reallocation after the ice is acquired.
- 22) The Hockey Operations Committee will notify the Director of Ice as necessary to remove/return ice according to the terms and limitations of the contract with the facility.