Town of Olds

POLICY STATEMENT

Title: Adopt a Rink Program	**Policy No: 908** Supersedes:
Authority: Council Approval: Motion No. 01-026	Effective Date: January 22, 2001

Policy Statement:
Council will provide the opportunity for community volunteers to construct and maintain outdoor skating areas in municipal park areas.

Purpose:
To ensure there is an orderly manner in the placement of outdoor skating areas and to ensure that facilities are properly maintained so as to minimize injury to participants utilizing them.

To ensure that volunteers who maintain the facilities are not creating any undue damages to park areas or creating dangerous conditions to occur in and around skating areas.

Definitions:
Adopt a Rink is a volunteer program meant for individuals who want to augment the quantity of outdoor skating areas in their area of town. These are banked skating areas, which are suitable for non-structured free form skating.

By contacting the Olds Community Services Department suitable rink locations may be designated for the use of volunteers.

Town of Olds

PROCEDURE

Policy Title: Adopt a Rink Program **Procedure: Operating Procedures** Attachments: Adopt a Rink Application Form Natural Ice Rinks Preparation and Flooding Process	Policy No: 908 **Procedure: 908-01**
Authority: Chief Administrative Officer Approval: Motion No. 01-026	Effective Date: January 22, 2001

1.0 Policy Statement (as adopted by Council):
Council will provide the opportunity for community volunteers to construct and maintain outdoor skating areas in municipal park areas.

2.0 Key Areas of Responsibility: Action to Take	Responsibility
1. <u>Town of Olds Community Services</u>	
♦ Community Services Department will provide each volunteer with guidelines to assist in successfully completing their rinks.	Coordinator of Horticultural Services
♦ Instruction will be given to each volunteer on flooding procedures as outlined in this document.	Coordinator of Horticultural Services
♦ Site rehabilitation – at the end of the winter season the department will provide the following rehabilitation measures if required. Top Dress, Reseed, Fertilize and Aerate.	Coordinator of Horticultural Services
2. <u>Volunteer Responsibilities</u>	
♦ Adopt a Rink requests should be submitted to the Director of Community Services prior to October 15 of each year in order for them to be processed in time for freeze up although applications will be considered at anytime.	Volunteer / Director of Community Services
♦ To ensure community support for the placement of all adopt a rinks, a poll of the adjacent residents must be taken. If significant concerns are raised, then the volunteers must conduct a public meeting to help resolve these concerns.	Volunteer
♦ Results of the poll must be turned into the Director of Community Services with the names, addresses and signatures of all in attendance.	Director of Community Services

Volunteer Responsibilities ...con't ♦ The volunteer (s) will flood and clean the rink, as per instructions and guidelines provided by the department.	Volunteer
3. Site Selection Criteria for choosing a site are as follows: ♦ Sites chosen must have access to a water source. Hydrants are not to be used for flooding of rinks. ♦ Rinks are to be located within 250 feet of the water source. If portable water sources are being used this restriction does not apply. It is the responsibility of the volunteers to arrange for the water source. ♦ To minimize the cost of additional lighting spill over lighting from existing street lamps is preferred. ♦ A level surface able to sustain water with minimal banking is preferred. ♦ Consideration will be given to the possible impact of drainage and/or runoff caused by thawing. Thawing and freezing of ice on adjacent roads and sidewalk is to be avoided. ♦ A site, which provides an adequate buffer between residents, vehicles and the rink, will be preferred. ♦ Consideration must be given to adjacent residents concerns / comments identified in the initial opinion poll of adjacent residents. ♦ An ice layer can have significant impact on turf and plant growth. Sites selected should have: ➢ An established turf (a minimum of two years in age) ➢ Significant open area so that rinks can be located away from existing plants, shrubs and trees. ♦ Olds Community Service may find it necessary to limit the number of Adopt a Rinks within the town. This is based on the premise that pooling resources on fewer rinks will help to ensure continuing volunteer support and to supply rinks to key areas within the community.	Coordinator of Horticultural Services

4. <u>Review and Approval Process</u> ♦ In evaluating whether or not to authorize an Adopt a Rink request, Olds Community Services will give consideration to: ➢ Support or opposition of residents in the immediate vicinity of the site through a poll of neighbourhood residents and optional formal survey if required. ➢ Amount of volunteer support. ➢ An assessment of impact on neighbourhood (visual and or aesthetic) ➢ If applicable, previous years performance	Director of Community Services
5. <u>Appeal Process</u> Residents may appeal the Olds Community Services decision to the Town Council. Notice of appeal is to be directed to the Director of Community Services who will arrange to have a meeting of the community called and the appellant and other interested parties notified. The council shall hear from the department and the interested parties and render a decision on the disposition of the rink.	Director of Community Services / Council

Town of Olds

Adopt A Rink Application Form

Instructions: Please complete this form and return it to the Town of Olds office at 4512-46 Street Olds, T4H 1R5.

Park Location: _____

Contact Person: _____

Address: _____

_____

Telephone: Home _____

Work _____

1. Have you conducted a resident poll?
   - ☐ Yes
   - ☐ No

2. Any concerns or issues? If so please list

_____

_____

_____

3. What are the proposed solutions to the concerns?

_____

_____

_____

4. Do you have access to a private water source? If yes please provide name address and contact number of the individual.

_____

_____

5. List of volunteers who are assisting in the maintenance including name address and phone number.

6. List of persons polled including name address and phone number.

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Natural Ice Rinks

Pre-season Preparation and Flooding Process

Site Selection

- The ground should be level and flat, free of debris, rocks and stumps.
- To help protect the ice, utilize any available source of shade.
- There must be a ready supply of water, preferably from a controlled source (tap). It is important that the flow can be regulated.
- Bank the area with snow; banking contains the water and ice from flooding adjoining area.

Starting the Rink

- Build up a two-inch (5cm) layer of frost in the soil before starting the rink by thoroughly soaking the ground when freezing weather is expected. The objective is to form an ice seal. Once the seal has been established, ice can be built up.
- Using a layering technique, the ice can be built to a thickness of over 5 " and once made is extremely durable.

Equipment

Nozzles

- Avoid plastic nozzles, which tend to freeze and crack in the cold – brass is your best bet.
- Whatever you use, the idea is to diffuse the water spray. Without the spray capability, ice production will be poor.
- It is handy to have a shut off valve on the nozzle.

Hoses

- Use good quality rubber hose.
- Use a reel for easier handling and storage of the hose.
- Before storing, drain the hose to prevent freeze-up and possible splitting. Store hoses in a heated room.
- When flooding, watch for leaks in the hose, at joints and from the nozzle.
- Do not leave the hose out during breaks – it will likely freeze.

Ice Making Technique

- The most suitable temperature range for making ice is between –7 C and –17C.
- Floodwater from a residential source (at 4.4 C) contains enough heat that it will melt the ground frost.
- Avoid attempting to build an ice rink fast flooding an entire area. Do not use large open hose methods allowing the water to pour onto the ground. The water may thaw the frost in the soil and the water will quickly drain away.
- Use a gradual spray technique to get a layering effect of the ice. The objective is to build the ice up. Do not try to do it all in one night of flooding.
- Each ice layer is built upon the previous and allowed to set before the next flood is applied.
- Total flooding is the slowest and least desirable method of building a rink.
- When the air temperature is around freezing a fine spray is used to build up the ice surface. As the temperature decreases the water droplet size should increase – use a coarser spray.
- You want constant water pressure, even spray, and no freeze-ups.
- The objective of spraying or flooding the ice is to fill the voids and obtain a smooth surface.
- The ideal way to build up a smooth ice surface is with the use of hot water, which will actually melt into the ice surface forming a greater bond.
- Water is applied in a spraying motion and not just spewed across the ice.
- Start at one end of the rink and apply an even spray across the width, covering a strip five to eight feet wide.
- Progressively work down the ice, watering in overlapping strips, until the entire rink has been sprayed.
- The end of the rink you started with should be frozen by the time you finish the other end.
- Do not drag the hose through freshly flooded areas. Drag the hose behind you.

Ice Making Technique ...con't

- Do not leave the hose unattended. If not being used during flooding, make sure the nozzle is outside the rink so there is no build up of water and the hose will not cut into the ice.

- In addition, the hose will cut into the ice if it is allowed to sit too long in one place on the ice during flooding. If a partner is available have them keep the hose moving for you or wrap the hose with a rope thereby keeping the hose up off the ice surface.

- Use a hose that does not leak.

Maintenance of the Ice Surface

- Have a good selection of level scrapers – quality steel hand scrapers, shovels, and ice edgers with sharp edges to scrape and pick up snow and ice.

- Thoroughly clean the ice of ice ships, flakes, snow and dirt before each flood.

- Using a good stiff broom sweep the ice all around the rink at the base of the boards or edge of the ice. This area is seldom skated on and can build up into a ridge. Use an ice edger to remove any high spots.

- Scrape the rest of the ice using a steel scraper and remove all scrapings.

- Pull the hose onto the ice but leave the nozzle outside the boards, then turn on the water. The hose should be manually controlled at all times.

- Use the same flooding technique as described earlier. Make sure the edge of the ice coat is wet so that each strip will butt to its neighbor without forming ridges.

- Do not try to flood too wide a strip at any one pass.

- Keep the nozzle moving and work quickly.

- With experience, the icemaker will be able to judge the best width and the speed of the work will depend on the temperature.

- Have the proper air temperatures (ideal is from –7C to –17 C)

- Flood in late evening, at night or early morning.

- Make sure the surface is frozen and set before applying the next flood.

Maintenance of the Ice Surface ...con't

- To repair major cracks and cuts, fill with a slush of snow and warm water mixed in a slush bucket. Simply flooding the crack is not enough.
- Remove snow from the ice surface as soon as possible.
- Put all equipment away for safe keeping after being used.

Shell Ice

- These are air pockets between the layers of ice, which form white patches.
- Improper flooding and inadequate banking cause it. Too much water is put down during the flood (simply poured onto the surface causing an excess). The surface freezes and the water underneath drains away leaving the shell.
- Inadequate banking causes seepage allowing the water to escape from the rink during flooding. The banking is to hold the water in place until it freezes.
- To repair, chip down to the air pocket and fill with slush to patch and cover the area. Flood to smooth off.

Always be safety conscious and dress appropriately for the job and weather.