



POLICY
LEISURE – Arena Operating Policy

Policy Title:	Arena Operating Policy
Amended on:	Dec 1, 2025
Adopted by:	Director of Leisure Services
Jurisdiction of Policy:	Leisure Services Department
Effective Date:	July 1, 2025

A. INTRODUCTION
PURPOSE

To provide a fair and equitable process for allocating rental hours at Whitecap Resources Centre and Tom Zandee Sports Arena.

DEFINITIONS

Adult Programs

Any organized adult group that has four or more persons over the age of 18 years

Casual Rentals

Generally, any group that rents the ice surface at the arenas on a “walk in” basis and not on a seasonal basis. (non-block time user groups)

City Programs and City Sponsored Events

Any program or special event that is operated, sponsored or sanctioned by the City of Weyburn

For Profit Users

Users who intend to earn a profit, or operate a business through the means of instruction, by hosting events, tournaments, or leagues within Whitecap Resources Centre or Tom Zandee Sports Arena. This does not include local minor sport or Junior Hockey activities meant to act as fundraising events for the organization.

Ice Surface

The arena play surface used for both “ice-in” and “ice-out” programming.

Junior Hockey

Any pre-season, regular season or playoff game played by the Weyburn Red Wings and their opponents.

Minor Sport Groups

Sport groups representing those under the age of majority, formally organized and recognized by a Provincial Sport Governing Body

Non-Prime Time Hours

All bookings during the season which take place during the following time periods.
Weekdays from 9:00am – 3:00pm

Not applicable during the “Summer Seasons” April 1st – August 31st

Open Skate Events

Any skating event that is open to the public where sticks and pucks are allowed providing there is no negative impact on other parties in attendance.

No Private Instruction is permitted during Open Skate Events.

Prime Time Hours

All bookings during the season which take place during the following time periods:

Weekdays – after 3:00pm

Weekends

STAT Holidays

School Holidays

Not applicable during the “Summer Seasons” April 1st – August 31st

Public Skating Events

Any skating event that is open to the public where sticks and pucks are prohibited.

Rush Ice

Ice which can only be booked the day of rental. It will be available for purchase between the hours of 9:00a.m. and 3:00 p.m. Monday to Friday (exclusive of school or STAT holidays and programmed activities). Rush Ice is only in effect during the Winter Season from September to March.

Special and Annual Events

Any special event that is held annually at the Whitecap Resources Centre or Sports Arena or that may be a one-time, major attraction or special event i.e.) major concert, regional/provincial/national curling event.



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LIVEBARN VIDEO MONITORING POLICY

Notice of Video Monitoring

Arena facilities are monitored by video cameras for **security, safety, and commercial purposes**. By entering the venue, they consent to the capture and public transmission of their participation while on-site.

Continuous LiveBarn Operation

LiveBarn video recording and streaming services will always be in operation during ice usage at the venue. All user groups and participants acknowledge and accept that their activities may be recorded and broadcasted.

Disclosure to Users:

By purchasing arena facility rentals you are acknowledging and accepting that your activities may be recorded and broadcasted.

Equipment Tampering Prohibited

Under no circumstances shall any member of the public, user group, or participant tamper with, disconnect, or interfere with LiveBarn

B. GENERAL USE GUIDELINES

1. All persons entering the recreation facilities are obliged to govern themselves in accordance with the regulations posted in Whitecap Resources Centre and the Tom Zandee Sports Arena.
2. The Facility Staff is responsible for ensuring that policy regulations are adhered to by the patrons. Staff can be identified by City of Weyburn Leisure Services uniform, or can be reached by phone or text at (306) 861-5882
3. A staff member is required to be on duty to ensure the safety of patrons, secure the facilities and assist persons, groups or organizations during public functions.
4. The management reserves the right to remove and/or suspend any person, group, team or organization from the facility for a discretionary period with just cause.
5. Rowdiness, horseplay, running, foul language, physical violence, and other such acts which disrupt the program or the enjoyment of the event, by patrons, or compromises the safety of others, will not be tolerated. Persistence in these acts will result in eviction from the facility.
6. Anyone found deliberately defacing or damaging the facilities will be responsible for making restitution for those damages. Depending on the extent of damages,

suspension from the facilities and criminal prosecution of the individual(s) will be at the discretion of management.

7. Alcoholic beverages are not allowed on the premises of any recreation facility, unless an Authorized Permit for such an event is secured and posted in accordance with Saskatchewan Liquor and Gaming Authority, and approval granted by the Director of Leisure Services, dependant upon the type of permit required. When serving liquor, only plastic glasses and cans are allowable in the facility - no glass.
8. All Food and beverage products must be purchased through the current concession leaseholder. Exceptions are permitted only with written consent from both the concession leaseholder and the facility manager.
9. Management and staff will not be held responsible for loss or theft of articles within and on the recreation facility properties.
10. Coaches, managers, supervisory, or authorized personnel hosting an event will be responsible for the conduct of all participants associated with their program.
11. The use of equipment within the recreation facilities, such as time clocks or sound system, will be authorized provided those operators are fully trained in the proper use of the equipment prior to its use.
12. The Sports Arena mezzanine and seating area will be open for games and Multipurpose Room bookings.
13. Washrooms located behind section C & H in Whitecap Resources Centre will be open for SJHL games and large special events.

C. ARENA(S) OPERATING SEASON

For the purposes of ice time rentals and assessing the rates for ice rental, the arena shall have two seasons: Winter and Summer.

The **Winter Season** shall be inclusive of the following dates:

SEPTEMBER 1 TO MARCH 31

The **Summer Season** shall be inclusive of the following dates:

APRIL 1 TO AUGUST 31

Priority of use will be based on, but not limited to, the following categories:

- i) City Programs and City Sponsored Events
- ii) Special and Annual events.
- iii) Junior Hockey regular season and playoff games.
- iv) Minor Sports Groups.
- v) Adult programs (intermediate, recreational, etc.).
- vi) Public Skating Events.
- vii) Casual Rentals.



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Season Extension Requests

1. Groups requesting an extension prior to the scheduled “Ice In” season shall be required to negotiate dates and guarantee the use of the facility. Requests must be submitted to the Leisure Services Department no less than 90 days prior to the requested time.
2. All extension requests must be received with a deposit equal to 50% of the requested ice time costs.
3. In the event a group would like to guarantee a rental time late, or early in the year regardless of ice demands being met, they must agree in writing that they will be responsible for all costs to hold the facility open, or open the facility early. The following formula will be utilized to determine the total commitment contract value.
 - i. $(\text{Number of weeks requested} \times 40\text{hrs per week} \times \text{the “Summer Ice in Rental Cost”}) = \text{total cost commitment}$
Example: 2 weeks x 40hrs x \$250.00hr = a commitment of \$20,000.00 by the requesting organization
4. The commitment rate begins the first day of extension, until the final day the ice is required. In the event the request is to open the facility “early” for the season, the commitment will proceed from ice use up until regular and consistent programming begins.

The committed value will be offset by any organizations utilizing the ice during the extension period. The total committed value costs will be reduced by all rental revenues earned through the extension period by third parties.

 - i. Example: Team A committed to a \$10,000.00 extension; Team B purchased \$1,000 in ice during this period. Team A to be invoiced \$9,000 at the end of the commitment period, with Team B paying the balance.
5. Acceptance of terms is required in writing from the organization responsible for the request. Following City Approval, the request will be granted.
6. All extension requests are considered situational and not guaranteed to be approved by The City.

Summer Ice Bookings

Summer Season ice must not sit idle, weekly ice demand must meet 100% of operating costs to justify extending ice seasons. The minimum guaranteed demand required to extend a season is 40hrs per week.

1. Weyburn Red Wings, Gold Wings, Hockey Weyburn Inc. will receive priority on summer ice until January 15th.
2. Ice time bookings made following January 15th are firm, and non-refundable.
3. The City has the right to accept, deny or cancel ice time requests based on operational needs.

D. SCHEDULING

1. It is the responsibility of management to convene a special meeting, no later than May of each year. At this time, the annual ice user groups, as well as the special event groups, will have an opportunity to assess the previous year's activities. They shall come prepared to make tentative application for ice time and reserve dates for their coming special events. Additional meetings may be called to resolve scheduling requests and confirm start dates for the arenas.
2. New groups requesting regular ice time must submit application for ice time no later than the end of January of each year.
3. Arenas are available for rental from 6:00 am to 11:30 pm each day during the winter season.
4. All groups are hereby advised that, to accommodate and develop new activities within our facilities, circumstances may require existing groups to relinquish or reallocate time, to accommodate the new activity. These requests will be discussed during the annual schedule meetings.
5. Management will consider the requests in terms of the established priorities and past utilization of time to prepare, finalize, and promote the schedule of events for the season. Management reserves the right to make the final decision regarding facility rentals.
6. All groups will be required to enter into a formal agreement for seasonal and special event bookings.
7. Any **exchanges** of ice time between groups will be made by written consent of the groups agreeing to the exchange and, finally, approved by management before implementation. It is the responsibility of all groups to provide the Leisure Services office with at least one (1) copy of their schedule requirements, at least one week prior to the commencement of usage, and to book ample time for their activity or revise the activity to meet the time available.
8. During the playoff season, it is imperative that the organizations involved inform the Leisure Services office of their ice requirements as soon as possible, in order that adequate scheduling may occur.



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E. Blocked Time

1. Blocked Time is ice rental that takes place on a weekly basis or predetermined times. Each group will be responsible for the use and payment of the ice from the start to the end of their block.
2. Currently Blocked Times are as follows:
 - i. Hockey Weyburn Inc. – October 1st – March 31st
 - ii. Weyburn Skating Club – October 1st – March 31st
 - iii. Adult Recreational Hockey – October 1st – March 1st (Sunday – Friday 10:30pm- 11:45pm, games may be bumped earlier depending on ice availability)
3. After the Blocked Times are completed for the season, each user group is requested to try to have all facility bookings run continuously, when booking additional ice.
4. All Ice User Groups that schedule Blocked Time will enter a Contract with the City of Weyburn. The Ice User Groups must provide the Leisure Services Department with the name of the designated ice scheduler (including e-mail and phone number) by July 1st of each year.
5. Cancellation blocked off ice time is only applicable if ice time is unavailable as determined by the Leisure Services Department (Closed for a civic holiday, repairs, severe weather conditions).

F. DEPOSITS FOR RENTALS

1. Casual rentals will require full payment in advance, to be paid at the Leisure Services office or at the Weyburn Leisure Centre.
2. Special event rentals may be required to provide a deposit prior to, or at the signing of, the Licence of Occupancy. Deposits will be calculated at 50% of the total rental along with any other fees that may apply at that time.
3. Special events that are defined by City of Weyburn General License Bylaw 95-1909 will be required to purchase a business license from the City Licence Officer prior to the event. Copy of the license will form part of the Licence of Occupancy.

G. CANCELLATION POLICY (EXCLUDING BLOCK TIME)

1. All cancelled rental times will revert to the Leisure Services office for leasing purposes. Subletting is not permitted by any facility user.
2. All cancellations may be subject to a charge of 50% of the hourly rate.
3. Should the facility staff assess that the facilities are not suitable for use, and are not used, no fee will be charged.

4. Special events and full day rentals cancelled with less than 90 days notice will not receive a refund.
5. Cancellation fees will not be charged in the event the cancellation is enacted by an "Act of God" or if cancelled by the City of Weyburn due to other circumstances.
6. The City of Weyburn has the right to request the use of the recreational facilities and lands for its own purpose, provided that the Leisure Services Department gives ice users prior notice of its intention to use the recreational facilities.

H. ACCOUNTS

1. All overdue accounts for the winter season are to be paid by no later than May 15 of each year.
2. All overdue accounts for the summer season are to be paid by no later than October 15 of each year.
3. Payments received after the deadline dates will be subject to additional charges that may apply at that time.
4. All ice time will be invoiced at the end of each month. Payments of invoices are required by the last day of the following month. 2% interest will be charged on all overdue accounts.
5. Groups or individuals that are chronically in arrears with their account will be required to prepay their ice time fees, prior to any ice allocation.
6. Unless there is sufficient justification for not making payment by the due dates there may not be any consideration made for future ice time and the annual allocation of ice time blocks may be reassigned.

I. DRESSING ROOM REGULATIONS

The following regulations apply to use of the change rooms within the arena facilities:

- i. Coaches, managers, and authorized supervisory personnel are responsible for the conduct of their program participants and are required to be the first to enter and the last to leave the change rooms.
- ii. Arena staff will be responsible for assigning dressing rooms. Every effort will be made to have dressing rooms ready for occupancy 1 hour prior to the scheduled game start time.
- iii. Tournament schedules should be provided to arena staff a minimum of 72 hours in advance for dressing room assignment.



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- iv. Every effort will be made to have dressing room 5 in Whitecap Resources Centre available for travelling SJHL teams to encourage them to use Weyburn as a base for extended road trips.
- v. No ball or puck play is allowed in the dressing rooms, hallway, or any other open space within the arenas.
- vi. Authorized personnel only are allowed in the change room areas.
- vii. Damages resulting from the improper use of the ice surface or change room facilities will be the responsibility of the group, association, or league. Inspections by staff will be carried out on a regular basis to identify damaged areas. It is the responsibility of the user to inspect the facilities prior to use and report any damage to the maintenance staff immediately.
- viii. Each room is equipped with garbage and recycling receptacles. All users are requested to deposit all debris and recyclables into their respective receptacles to help keep the rooms in a tidy condition for all users.
- ix. Smoking is not permitted in the facilities, City of Weyburn Bylaw 85-1597.
- x. Alcohol is not permitted on the property unless approval is granted by the City of Weyburn Alcohol Policy.
- xi. Groups are requested to vacate the change rooms within forty-five (45) minutes of the completion of their event for the last group of the day and within thirty (30) minutes during the daily schedule for maintenance and continued use by the next designated group.
- xii. Use of cellular phones, personal digital assistants, cameras or video recorders for the purpose of capturing photos or videos is prohibited in dressing rooms and washroom facilities.

J. ICE SURFACES AND EQUIPMENT

The following regulations apply to the ice surface and equipment within the arena's facilities:

- i. All doors to the ice surface must be closed and remain closed until the ice cleaning equipment is off the ice and the machine gate is completely closed.
- ii. Nobody is allowed on the ice until the ice cleaning equipment is off the ice surface and the machine gate is completely closed.
- iii. Each rink has 1 set of nets, extra nets may be available upon request or teams from Hockey Weyburn Inc. may use the nets belonging to the

Association.

- iv. Barricades and nets for the Initiation age group are property of Hockey Weyburn Inc. and are for their exclusive use.
- v. Nets supplied by the City Weyburn must be used as intended and cannot be laid down on the posts for any reason.
- vi. Melt in pins will be available for use by Hockey Weyburn Inc. Arena staff will pin nets for all U13, U15 and U18 games. All U13, U15 and U18 teams may request pins for practice. Arena staff will pin nets for U11 games. Arena Staff will supply pins for U11 practices upon request.
- vii. No pins will be provided to any age group below the U11 Division.
- viii. Marsh Peg style net anchor systems will be available for U16AA, U18AA & AAA games when time and booking schedules permit.
 1. Hockey Weyburn is responsible to provide the Pegs which will only be used during Hockey Weyburn Inc. sanctioned events,
 2. Hockey Weyburn is responsible to book ice accordingly to allow for the Pegs use.
 3. Peg use must be coordinated through the office prior to use.
- ix. Skating Club jump apparatus located in the Sports Arena are for the Weyburn Skating Clubs use only and must be used as per manufactures specifications and under supervision of a qualified skating instructor.

K. ICE CLEANING SCHEDULE

Hockey Weyburn Inc.

The ice cleaning schedule will follow all league mandated rules for each age group. If there are no league rules in place, the following will be the ice cleaning schedule for games:

- U9
 - 1 hr/game Half Ice - Flood prior to, and after 2 hours of ice
- U11
 - 1.5 hrs/game - Flood prior to game and after second period
 - 2hrs/game - AA prior to game and after second period
- U13
 - 2.25hrs/game - AA flood prior to game and ice cleaning after each period
 - 2hrs/game - Provincial and House teams prior to game and after second period



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- U15
 - 2.75hrs/game - AA flood following warmup and ice cleaning after each period.
 - 2.25hrs/game - Provincial and House teams prior to game and after second period
- U16AA
 - 2.75hrs/game - AA flood following warmup and ice cleaning after each period.
- U18
 - 2.75hrs/game - flood following warmup and ice cleaning after each period

Weyburn Red Wings

Ice will be available a minimum of 1 hour prior to game start time. The ice will be flooded prior to and after warming up and after every period as per SJHL rules. Flooding for overtime in the playoffs will follow SJHL rules and may vary from standard OT practices. LiveBarn recordings will be locked out for privacy and a code will be provided to Coach as per SJHL contractual obligations to FLO Hockey.

Weyburn Skating Club

Floods will follow the established ice schedule. Flood times for special events and competitions should be provided to arena staff a minimum of 72 hours prior to the event.

L. CLOSURE DATES

1. In accordance with the current CUPE Agreement Local 90, the following days shall be observed as paid holidays:

New Year's Day
Saskatchewan Day
Family Day
Labour Day
Good Friday
Thanksgiving Day
Easter Sunday

Remembrance Day
Victoria Day
Christmas Day
Canada Day
Boxing Day
National Day for Truth and Reconciliation

2. These dates are considered closure dates unless written request is received 30 days prior to date. Ice user is required to pay for the additional costs of operation, necessary to keep the facility open at these times at a rate of 1.5 times regular hourly rate. Weyburn Red Wing Rate will be determined by management.
3. The facilities will close early on Christmas Eve and New Year's Eve.
4. Management reserves the right to close the facilities as deemed necessary or appropriate.

M. PROGRAM PROMOTION

1. The Leisure Services office will promote the arena activities through the following means:
 - i. A link to the Ice Schedule, Rates, Finny Process, etc. will be posted on the City of Weyburn web page [Arenas - Weyburn, Saskatchewan](#)

N. Whitecap Resources Centre/SPORTS ARENA SCHEDULING

Scheduling of the ice surfaces will be done by the Leisure Services Coordinator. A schedule of ice bookings will be shared with the arena staff. User groups must notify Leisure services coordinator of any changes to ice schedules. Arena staff will be notified of changes to the schedule by the Leisure Services Coordinator.

ALLOCATION FORMULAS

The following formulas will be used and pro-rated to allocate available prime time hours at Whitecap Resources Centre and Tom Zandee Sports Arena.

Previous year's registration numbers are used in the allocation formulas. NOTE: If a group anticipates a decline or increase in registration in the upcoming year, they are required to inform the Department of Leisure Services as soon as possible so appropriate adjustments can be made to their allocation.

FORMULAS

- **Hockey Weyburn Inc.**
 - 11 & Under – $\frac{\text{Total Previous Years Registration}}{16^*} \times 2.5 \text{ hours/week}$
 - 12 & Over – $\frac{\text{Total Previous Years Registration}}{16^*} \times 3.75 \text{ hours/week}$

* Denominator generally represents the coverage number of players on a team

* Denominator generally represents 3 full lines and 1 goalie
- **Figure Skating/Speed Skating**
 - $\frac{\text{Total Previous Years Registration}}{10^*} \times 2 \text{ hours/week}$

* Generally, represents the average number of skaters on the ice based on the different levels of requirement
- **Adults**
 - $\frac{\text{Total Previous Years Registration}}{17^*} \times 1.5 \text{ hours/week}$

* Generally, represents the average number of players on a team



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O. BOOKINGS

1. To maintain the control and administration of rentals, all bookings must be made through the Leisure Services Coordinator at leisureservices@weyburn.ca, during regular office hours. The Staff are advised to direct inquiries to the office. Under no circumstances is the facility to be used because it is vacant. Casual rentals must be prepaid online; the renter will be advised to show staff their receipt as confirmation of their booking.
2. Bookings of the facility for use of public nature require that at least one staff member be on duty and on site throughout the duration of the rental. The presence of a staff member is to ensure the safety of patrons, assist with janitorial and maintenance concerns, and secure the facilities following use.

P. RUSH ICE

1. Rush Ice will be available at the Whitecap Resources Centre and Sports Arena Monday to Friday between the hours of 9:00 a.m. and 3:00 p.m. Due to the nature of “rush ice” bookings, it may be cancelled should it be requested for rent by a rental customer. Rush Ice is only in effect during the Winter Season from September to March.
2. Rush Ice will be booked a minimum of one hour in length and no earlier than “day of” requested rental with the condition of the ice being “as is” which could mean limited lights and does not include sound system. Rush Ice will not be booked for more than two hours straight without a break. Bookings must be made through the Leisure Services Administrative Coordinator leisureservices@weyburn.ca
3. The first individual that books the ice will determine what activity will take place (figure skating, hockey, etc.). The maximum number of figure skaters on the ice will be six.
4. All participants under the age of 18 must have a supervisor over the age of 18 present. The supervisor must have knowledge of the activity that the participant is performing.
5. Rush Ice will be at the posted Rate. This fee will be due prior to using the ice and must be paid online through Finny Sports Portal.

Q. MULTIPURPOSE ROOMS

1. The Multipurpose Rooms are available for use by groups and organizations during regular operating hours and will be rented out in accordance with the priority of usage established for the arenas.
2. Multipurpose Rooms will be booked a minimum of one hour in length. Bookings must be made through the Leisure Services Administrative Coordinator.
 - Tom Zandee Sports Arena Multipurpose Rooms (1,680 sq ft)
 - Room A (430 sq ft) - Maximum capacity of 50 people
 - Room B (600 sq ft) - Maximum capacity of 50 people
 - Room C (650 sq ft) - Maximum capacity of 50 people
3. Alcohol may be served in the Multipurpose Rooms upon approval of the Director of Leisure Services and in accordance with Saskatchewan Liquor and Gaming Authority. Cans and plastic glasses only - no glass allowed.
4. MP Room rental fees are established on a per hour basis and determined by Weyburn City Council every three years.

R. PRESS BOX

1. The Press Box in Whitecap Resources Centre is not open to the public. Only media personnel, special guests and staff will have access to the area.
2. For special event functions such as the Royal Bank Cup and Curling Events the Press Box will be rented as part of the facility to the Host Committee. The Host Committee of these events will establish access to the area.

S. SOUND ROOM AND TIME CLOCK EQUIPMENT

1. The Sound Room in Whitecap Resources Centre is not open to the public.
2. For special event functions the Sound Room will be rented as part of the facility to the Host Committee. The Host Committee of these events will establish access to the area. A designate of the Host Committee will be trained in the proper use of the equipment.
3. User groups interested in training to operate the sound room equipment are required to contact the Leisure Services Administrative Coordinator.

T. STORAGE AREAS

1. Storage areas are available in several locations throughout Whitecap Resources Centre and Tom Zandee Sports Arena. These storage areas will be made available to users of the facilities on a first-come first-served basis at a rate as established by City Council.
2. Certain storage locations are required when hosting special events and the renter of the area may be asked to vacate the area for a predetermined period.



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U. CORPORATE BOXES

1. Corporate boxes are located in the upper level of Whitecap Resources Centre, Corporate boxes are available through a lease agreement with the City. Those utilizing the corporate boxes are required to pay admissions when entering to view any activities or events when admission is required.

V. INSURANCE & INDEMNITY

1. All users entering a rental contract with the City agrees that it will indemnify and save harmless the Manager and the City of Weyburn and its officers, employees, servants, agents, heirs, successors, and assigns (hereinafter collectively referred to as “the City”) from and against any and all claims whatsoever, including all damages, liabilities, expenses, costs, including legal or other fees, incurred in respect of any such claim, or any cause or proceeding brought thereon arising directly or indirectly from or in connection with the granting of the use and occupation of the said premises, save that this Applicant will be under no obligation to indemnify and save harmless the City against or in respect of any damages or judgement rendered against the City resulting from or arising out of any negligence or fault on the part of the City in connection with the maintenance or condition of the premises to the extent that the damages, loss or injury was caused or occasioned by the negligence of the City.
2. It shall be the sole responsibility of the Renter to obtain and maintain comprehensive general liability insurance including, without limitation, coverage for the indemnity provided herein, on terms satisfactory to the City of Weyburn, who shall be included as named insured. The policy shall be written on a comprehensive basis with inclusive limits of not less than \$5,000,000.00 per occurrence, including \$5,000,000.00 for bodily injury and/or death to any one or more persons including voluntary medical payments and property damage, or such higher limits as the Manager may require from time to time. The policy shall contain a clause proving that the insurer will give thirty (30) days prior written notice in the event of cancellation or material change. The Renter shall provide the Manager with evidence of such insurance coverage in the form of an executed copy of a Certificate of Insurance in a form satisfactory to the Manager within ten (10) days prior to the performance.
3. It shall be the sole responsibility of the Renter to determine what additional insurance coverage, if any, including but not limited to Worker’s Compensation and Participants Insurance, are necessary and advisable for its own protection and/or to fulfill its obligations. Additional insurance shall be maintained and provided at the expense of the Applicant.

The Incident Report in paper form has been transferred to an electronic form and can be located on The City of Weyburn Website – Leisure and Services Page.

Any type of facility or personnel incident is to be reported through this form and will be used by City of Weyburn Employees as well as individuals that visit our Parks and Leisure Facilities and Spaces which includes both Whitecap Resources Centre and the Tom Zandee Sports Arena facilities and grounds.

Examples of incidents may include but are not limited to: Employee Reports a team doing damage to an Arena dressing room, Individual reports that they entered the washroom and found the washroom to be less than acceptably clean, etc.

Or by clicking the [LINK HERE](#)

Or by accessing through the QR Code

