



Policy No. 53 / 2016

Policy Title: Ball Diamond Rental Rates & Rules

Date Adopted: March 8, 2016

Rescinds: Policy No. 23/98

Purpose: To establish ball diamond rental rates and the rules governing the rental and use of ball diamonds owned and operated by the Town of Bentley.

Policy Statement: The Town of Bentley is committed to strengthening the quality of life of its residents and building a healthy community through the encouragement and participation in sports. The Town's commitment of capital and operational investment in the ball diamonds makes it necessary and practical to clearly define how the ball diamonds will be managed and allocated.

a) **Definitions:** for the purpose of this policy, the following definitions of user groups shall apply;

Local Minor Ball Teams: locally based teams operating under Bentley Minor Ball with children aged seventeen (17) years or younger

Local Adult Ball Teams: locally based teams with the majority of players being eighteen (18) years of age or older

Non-local Ball Teams: teams established outside the Bentley Community

Commercial/Business Group: a group or individual who wish to rent the ball diamonds for a commercially sponsored ball game or tournament for the promotion of their business and/or the selling of their products or services.

User Group: means a group or individual who rents a ball diamond.

Damage Deposit: means a fee assessed to a User to cover the cost of damages that may occur due to actions on the part of the User or event hosted by the User.


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b) General Policies:

- 1) All games, practices and tournaments must be booked through the Bentley Municipal Office.
- 2) All correspondence/bookings or changes will be conducted between the Town of Bentley and a contact person designated by the user group. Decisions and actions of the contact person shall be considered the decision and action of the user group. The contact person is responsible for sharing information with their respective user group.
- 3) All bookings are on a first come, first served basis.
- 4) Rental fees and damage deposits must be paid at the time of the booking. No booking will be confirmed until the rental fee and damage deposit (if applicable) is paid.
- 5) Time allotment for the booking of a game or practice is a maximum two hours per diamond.
- 6) For a weekend tournament booking, the hours are 6:00 p.m. on Friday until sundown on Sunday.
- 7) Games, practices or tournaments cancelled due to a "rain-out" or other inclement weather may be re-scheduled or the rental fee refunded, at the discretion of the Town of Bentley.
- 8) For tournaments, a booking cancellation must be made, in writing, thirty (30) days prior to the scheduled tournament. In the event the cancellation is made without thirty (30) days written notice, a cancellation fee equal to the booking fee will be charged.
- 9) The Town of Bentley reserves the right to close a ball diamond and cancel any scheduled booking as a result of inclement weather or any circumstance that may arise which may result in damage to the ball diamond or danger to the participants. In this case, the user will be refunded the rental fee.
- 10) The Town of Bentley reserves right to cancel any ball diamond booking or refuse to rent the ball diamonds to any user group that does not comply with the rules set out in this Policy.
- 11) The user group is responsible to mark the lines on the ball diamonds, set out the bases and maintain the ball diamond during the game or tournament.
- 12) No vehicle larger than a lawn/garden tractor or four-wheeled off-road bike is permitted on the diamonds to undertake diamond maintenance.


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- 13) Malicious & deliberate damage to the ball diamonds or any part of the recreation area will not be tolerated. Offenders will be reported to law enforcement authority and will be required to pay for repairs and will be suspended from future access or use of any sports area.
- 14) Abusive, derogatory or obscene language will not be tolerated. Violators will be asked to leave the ball diamond area.
- 15) Rowdiness and unruly behavior will not be tolerated. Violators will be asked to leave the ball diamond area.
- 16) The Town of Bentley will not be responsible for personal injury caused by the negligence of users or the public.

c) Insurance:

- 1) Local minor ball teams must obtain insurance coverage through the Alberta Minor Ball Association (Baseball Alberta) and will be required to provide the Town of Bentley with proof of insurance coverage.
- 2) Adult ball teams must obtain insurance coverage through the Alberta Amateur Softball Association and will be required to provide proof of insurance coverage

3) Damage Deposit:

- 1) A \$200.00 damage deposit is required for all tournaments and must be paid at the time of booking. The user group will be responsible to the Town of Bentley for any damages to property or the loss or clean-up of property and will pay for such damages, loss or clean-up costs. Should any damage occur or litter remain, all or a portion of the damage deposit will be withheld to compensate the Town the cost of repairs, replacement or clean-up. If no damage or loss has occurred to the ball diamonds and the area is left in a clean & tidy state, the damage deposit will be refunded within ten (10) days of the rental.

d) Camping:

- 1) No overnight camping is permitted on the ball diamond recreation area. Overnight camping is only permitted at the Bentley Municipal Campground.

e) Operation of a Concession:

- 1) The Town may authorize a user group to operate a concession at the ball diamond area during a tournament.
- 2) The operation of a concession is subject to Alberta Health Services applicable food regulations and permission.


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- 3) A private concession contractor will only be allowed to operate a concession upon a request from the user group. The private concession contractor will be required to obtain a business license from the Town of Bentley. The user group will be responsible to ensure the site used for the concession is not damaged and the area is left in a clean & tidy state. Should any damage occur or litter remain, all or a portion of the damage deposit will be withheld to compensate the Town the cost of repairs or clean-up.

f) Operation of a Beer Gardens:

- 1) The Town may authorize a user group to operate a beer gardens at the ball diamond area during a tournament, subject to the following rules;
 - I. The user group is responsible for the supply and installation of a portable fence (snow fence) around the perimeter of the area to be utilized for the beer gardens. As such, there will be a main entrance and exit area controlled by the user group.
 - II. The user group is responsible for the supply of tables and chairs
 - III. The user group will be required to obtain the required liquor permits and provide adequate supervision as outlined in the permit.
 - IV. The user group will be required to provide to the Town proof of host liquor liability coverage
 - V. The user group will be responsible to arrange for a portable toilet to be on site and all costs of rental and cleaning will be the responsibility of the user group.
 - VI. The user group will be responsible for leaving the area in a clean and litter free condition.
 - VII. The user group will be responsible and liable for all actions, damages or claims made from damages by participants of the events at the beer gardens
 - VIII. Hours of operation of the beer gardens to be between 12:00 noon and 8:00 pm

g) Portable Toilets:

- 1) The Town has one portable toilet in the ball diamond area. If additional toilets are required, the user group must supply and all costs of rental and cleaning will be the responsibility of the user group.


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I) Rental Rates:

- 1) Rental rates are established by Bentley Town Council as set in Appendix "A" and may be amended from time to time by Council.

J) Rental Agreement:

See attached Appendix "B"

This policy comes into effect on the date of passing by Bentley Town Council.



Mayor



Chief Administrative Officer

**Policy No. 53 / 2016
Appendix "A"
Rental Rates**

	Seasonal Games & Practices	Per Diamond Game or Practice	Tournament Per Diamond/Per Day
Local Adult:	\$100.00 per team	\$25.00	\$60.00
Local Minor Ball:	\$40.00 per team	\$15.00	\$50.00
Commercial/Business:			\$70.00
Non-local Teams	\$150.00 per team	\$30.00	\$70.00

**Policy 53 / 2016
Appendix "B"
Ball Diamond Rental Agreement**

Ball Team/Organization Name: _____

Address: _____

Contact Person: _____ **Phone/Cel #** _____

Date & Time of Booking(s) _____

Ball Diamond (circle) **#1** **#2** **#3** **All**

Rental Fee: _____ **Paid:** _____ **Receipt :** _____

Deposit: _____ **Paid:** _____ **Receipt:** _____

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I, _____, acting as Agent for _____
hereby confirms, covenant and agrees that _____
will abide by the rules & regulations governing the rental of the Town of Bentley Ball Diamonds,
as set out in Town of Bentley Policy 53 / 2016 .

Signed this _____ **day of** _____

Signature

Witness