



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: October 4, 2015

RE: **Townshend Theatre Technician Fee**

PREAMBLE

The Townshend Theatre employs a policy stating that if any of the Audio/Visual (A/V) equipment from the theatre is required for a rental than a trained technician must be present to operate the equipment, \$50/event paid by the renter. Technicians who are trained/qualified for this service are designated by the Town of Fort Frances head technician. Should the renter have their own experienced technician than our own technician must still be present to oversee the use of the equipment unless they have been approved/trained by the head technician. This is to ensure that equipment is not used incorrectly and the Theatre equipment remains in the condition that it was found.

Technician Fee

Proposed

\$50 – 0-3 hour event
\$75 – 3+ - 8 hour event
\$100 – 8+ hour event

Existing

\$50 per event

The fee will be included on the contract and billed according to the number of hours that the theatre is rented for. The fee will not be paid directly by the renter to the technician.

RECOMMENDATION

The Community Services Division recommends to Mayor & Council to adopt the revised technician fees as listed to accommodate events of various lengths that are hosted at the Townshend Theatre.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "JK", is written over the printed name.

Jason Kabel,
Manager of Community Services

/jk