

TOWN OF FORT FRANCES

Community Services Executive Committee

AGENDA - April 6, 2020 10:30 AM

MEETING - Online

[Join Microsoft Teams Meeting](#)

[+1 807-701-5975](#) Canada, Thunder Bay (Toll)

Conference ID: 670 371 195#

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TOWN OF FORT FRANCES

MINUTES

SESSION NO. #021

March 2, 2020

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Committee Room on March 2, 2020 from 10:30 a.m. to 11:02 a.m.

PRESENT: Andrew Hallikas - Chairman, Michael Behan - Councillor, Rick Wiedenhoeft - Councillor, Mayor June Caul (ex-officio), Aaron Bisson, Recreational and Culture Manager

ALSO PRESENT: Doug Brown - CAO

- 1 **CALL TO ORDER (Session #022) - 10:30**
- 2 **APPROVAL OF AGENDA (Call for Non-Agenda Items)**
- 3 **DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF - None**
- 4 **APPROVAL OF PREVIOUS COMMITTEE MINUTES**
 - 4.1 February 18th 2020 Minutes - Approved as presented
- 5 **ITEMS REFERRED FROM COUNCIL**
 - 5.1 Request from FFGWHA - more information requested, report at March 16, 2020 meeting
- 6 **NEW BUSINESS**
- 7 **IN-CAMERA**
- 8 **NON-AGENDA ITEMS**

Possibility of moving CSEC meeting dates and times - Discussion took place
- 9 **INFORMATION**
- 10 **ADJOURNMENT - 11:02**

A. Hallikas, Executive Committee Chair

A. Bisson, Recreational and Culture Manager

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Planning & Development Division
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March 10, 2020

Rainy Lake Gymnastics Academy
Box 823
Fort Frances, Ontario
P9A 3M3

Attn: Jessica Ogden, President

Dear Ms. Ogden:

At their meeting Monday March 10, 2020, Council referred the request dated March 4th, 2020 from Rainy Lake Gymnastics Academy re: Sole Use of the Memorial Sports Centre Auditorium from September 2020 through April 2021 to the Community Services Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to Aaron Bisson, Recreation & Culture Manager, at 274-4561.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION



Kathryn M. Lawson, Deputy Clerk

/kl

c.c. A. Bisson, Recreation & Culture Manager



P.O.Box 823
Fort Frances, Ontario
P9A 3M3

March 4, 2020

Ms. June Caul, Mayor
and Council
Town of Fort Frances
320 Portage Ave
Fort Frances, Ontario
P9A 1A5

Dear Mayor Caul and Council:

RE: RAINY LAKE GYMNASTICS ACADEMY

As you are aware, the Rainy Lake Gymnastics Academy (RLGA) has a contract with the Town of Fort Frances for semi-permanent use of the auditorium of the Memorial Sports Centre for a two-year term. This contract is dated September 1, 2019, a copy of which is attached for your convenience.

As part of this contract, the RLGA is required to set up our equipment on Monday nights at 9:30 PM and take down our equipment on Saturdays at 4:00 PM. When there were events scheduled in the auditorium on Saturdays, we were required to take down our equipment on Thursday evenings after class at 8:30 PM. At registration, each family was required to sign up to assist with set-up or take-down four different times throughout the year.

After having set up and taken down our equipment 40 times this year so far, we are finding much more wear and tear on the equipment than expected. The spring deck floor, for example, is pieced together in two sections held together by Velcro, which is stapled to the bottom of the top pieces and to the top of the bottom pieces. The cost of replacing the Velcro and re-installing it is an added expense for us that was not anticipated, and the floor sections themselves are suffering damage to the edges each time they are moved from the auditorium to the storage room and back. The floor was a significant cost (\$29,250.00) and replacing it every few years is just not feasible.

Typically, set-up takes roughly one hour, provided enough people show up to their chosen dates, and the take-down is approximately the same. However, there have been circumstances when it has taken significantly longer, due to smaller numbers of volunteers or fewer experienced ones. This becomes frustrating and unfair to the people who are required to stay late to ensure the equipment is set up properly. Correct alignment and securing of the equipment is critical to the safety of the gymnasts and this takes time and attention to detail. If any Council members would be interested in attending a set-up or take-down shift in order to gain understanding of the labour and logistics involved, we would be delighted to welcome you.

Beyond the challenges noted above, many parents have found it a hardship to attend their scheduled set-up or take-down shifts or to find replacement volunteers, especially for the late-night set-up times. It is clear that another system will be needed for next season. One alternative we have considered is to hire a crew of people who would be responsible for every set-up and take-down. While this would provide consistency and ease the burden on coaches, board members, and parents, the increased registration fees required to compensate for the costs of paying this set-up crew may create a financial barrier the families of our athletes, particularly the ones who rely on KidSport subsidies in order to participate in gymnastics. The RLGA is committed to keeping the sport accessible to as many children and youth in Fort Frances as possible, and we will continue to seek a solution that will not substantially increase registration fees.

On February 6, 2020 Stephanie Mann and Jessica Ogden of the RLGA met with Mr. Aaron Bisson of the Town of Fort Frances. During that meeting, the RLGA had inquired about the possibility of sole use of the auditorium for the period September 2020 to April 2021. This would alleviate the wear and tear on our equipment and also would allow us to expand our programming, while keeping registration fees affordable. Following this meeting, we were advised to present a written request for the consideration of the Mayor and Council.

The Air Cadets are a long term user of the Fort Frances Memorial Sports Centre and we do not wish to “push them out” of the space or diminish the value of the program or its members. That being said, the RLGA is looking for a more permanent home for the next season and potentially for years to come, which would affect the Cadets’ use of the auditorium.

The RLGA has 233 athletes this year and we hope to be able to increase that enrollment number for next year. We are of the understanding that the Air Cadets have a squadron of approximately 25 cadets. We have approached various businesses, schools, etc., to determine if there is a space that would accommodate the Air Cadets and also store their equipment.

RLGA took the liberty of reaching out to the Rainy River District School Board to see if there is option for the Air Cadets at any of the school locations. There would have to be a determination if office space is available, however attached is a copy of the email received from Heather Latter of the Rainy River District School Board.

We have also contacted Couchiching First Nation with respect to the use of the Nanicost Building and the Northwest Catholic District School Board with respect to St. Michael’s School. As of the date of this letter, we do not yet have any information from those sources, however we will provide it as soon as it is available.

The Air Cadet program is funded by the Canadian Military and the Department of National Defence for Canada. The Air Cadet Policy and Procedures Manual indicates that “...The Air Cadet League of Canada fosters development in youth of the values of self-confidence, self-discipline and leadership...”. Also, “...it strives diligently to be a totally dedicated, proactive and innovative partner to encourage and enhance the development of well adjusted, civic minded youth to undertake leadership roles in a great Canada and a better world...”

Like the Cadet program, the RLGA promotes confidence, discipline, and respect, among other attributes. Gymnastics also integrates consistency, determination, dedication, and integrity.

While the values behind the Air Cadet program are a testament to the program and its success, gymnastics also provides a strong start to long term personal development for the athletes. Gymnastics is a multi-discipline sport providing the opportunity of participation and promoting fitness, well-being and social values at all levels of interest and ability, regardless of age, from recreation to high performance, and should

not be compared to the Cadet program as one being “better” than the other. Both activities provide a fruitful experience for our community youth.

For the period October 2019 to February 2020 the RLGA has paid rent to the Town of Fort Frances in the amount of \$11,456.05 with another \$5,268.66 to be paid for March and April 2020. This is a total of \$16,724.71 for the year.

With all of that in mind, we would like to provide two scenarios for you to consider:

PROPOSAL #1 FOR 2020/2021 YEAR

If RLGA maintains the same schedule as we have now at 17.5 hours per week with sole use at the regular hourly rate of \$45.84 (which is the hourly rate versus the lower rate we receive now given that we are regular users and storage of our equipment during times when there are approved events happening in the auditorium (for example, a wedding on Dec 19, 2020)): at approximately 30 weeks of class:

$$\$45.84 \times 17.5 \text{ hours} = \$802.20 \times 30 \text{ weeks} = \$24,066.00$$

PROPOSAL #2 for 2020/2021 YEAR

If RLGA maintained the space solely, we could increase the programming. This could include other members of the community that may wish to participate in a number of athletic activities.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
4	4	3.75	4.5	0	7	2.5

This would be an increase to 25.75 hours a week. If we are able to increase the amount of time we use the space and pay the regular hourly rate to compensate for exclusive use of the space and storage of our equipment during times when there are approved events happening in the auditorium (for example, a wedding on Dec 19, 2020):

$$\$45.84 \times 25.75 \text{ hours} = \$1180.38 \text{ per week}$$

assuming 30 weeks for the 2020-2021 season, the total amount would be: \$35,411.40

The Air Cadets

If Air Cadets have practice every Monday and some Sundays, their usage would be approximately six hours a week. Assuming they would not have practice over the Christmas holidays and March Break, that leaves them with roughly 30 weeks as well.

$$6 \text{ hours per week} \times 30 \text{ weeks (at the discounted rate of \$32.92 for regular users):}$$

$$6 \times 30 \text{ weeks} = 180 \text{ hours @ } \$32.92 = \$5,925.60.$$

COMPARISON

CLUB/PROPOSAL	# OF HOURS FOR SEASON	RENT PAID TO TOFF*
RLGA Proposal 1 (increased user fee – same hours as 2019/2020 – sole use)	525	\$24,066.00
RLGA Proposal 2 (increased user fee – increased hours – sole use)	772.5	\$35,411.40
Air Cadets	180	\$5,925.60

**These amounts are prior to expenses being paid by the Town for utilities, etc.*

As indicated previously, the Air Cadets are funded by the Canadian Military and there is no fee for Cadets to participate. To our knowledge, after some research, the Squadron leader submits each year for funding to run the program. Anything that may come up afterwards is at the expense of the Cadets themselves (for example, the trip to Vimy Ridge last year required fundraising).

In summary, we believe that approving our request for exclusive use of the Memorial Sports Centre auditorium from September 2020 through April 2021 would be mutually beneficial in the following ways:

- From a business perspective, our proposal would result in an increase of revenue to the Town of Fort Frances, especially if programming is expanded. We do not believe that there would be any other single club or team that may be able to contribute this revenue.
- Programming could be increased to 25.75 hours per week, which would allow additional members of the community to benefit from gymnastics and fitness activities. There is tremendous demand for additional classes and more spaces in existing ones, as evidenced by the numerous requests and inquiries we have continued to receive throughout our first season.
- Registration fees would remain low enough to be affordable to as many families as possible. The costs associated with hiring a set-up team and replacing or repairing damaged equipment would be far greater than the increased rental fees we propose to pay for exclusive use.
- The safety of the athletes who use our equipment will be protected. Equipment that is damaged from wear and tear poses a threat to the safety of the gymnasts. Similarly, incorrect alignment or assembly of equipment can create unsafe conditions.

The RLGA is committed to providing a high-quality gymnastics program to benefit the children and youth of Fort Frances. We would like to go hand in hand with the Town in their efforts to build more boundless adventures for the community.

On behalf of the Board, coaches, gymnasts, and families of the RLGA, thank you for your consideration. We look forward to your favourable response.

Yours truly,


Jessica Ogden
President

Yours truly,


Stephanie Mann
Director

From: Heather Latter <heather.latter@rrdsb.com>
Date: February 27, 2020 at 1:48:04 PM CST
To: Lisa Brockie <lbrockie@yahoo.com>
Subject: RE: Community use of schools

Hi Lisa,

Currently there isn't availability at our Fort Frances schools on Monday evenings, but that doesn't mean there won't be for the next school year. The permit process for the 2020-21 school year begins in May. Returning groups will have the opportunity to submit their permits first. Then on June 17th, we will begin taking permits for new user groups. Unfortunately there is a custodial cost for the weekends, which is \$50 per hour (the rate covers overtime and benefits). This cost is new this year due to the loss of Community Use funding that previously had been provided by the government. When calculating the cost, we also charge for a half hour before your start time and a half hour after.

I hope this answers your questions. If there is anything else you'd like to discuss, just let me know!

Cheers,
Heather

Heather Latter
Community Outreach Officer
Rainy River District School Board
Phone: (807) 274-9855 ext 4989
Fax: (807) 274-5078
heather.latter@rrdsb.com

"Together, we empower all students to believe in themselves, to achieve, and to dream."

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Community Services Division
Phone: 807-274-4561
Fax: 807-274-3799

email: town@fortfrances.com
www.fort-frances.com

June 25, 2019

Rainy Lake Gymnastics Academy
PO Box 823
Fort Frances, ON P9A 3N1
Attn: Jessica Ogden

Dear Jessica:

RE: Agreement for Use of Auditorium at the Memorial Sports Centre

At the Regular Meeting of Council held Monday June 24, 2019, the attached by-law 23/19 was approved (certified true copy enclosed) authorizing the execution of an agreement between Rainy Lake Gymnastics Academy and the Corporation of the Town of Fort Frances.

Please find enclosed one original copy of the agreement for your files.

Yours truly,



Elizabeth (Lisa) Slomke
Town Clerk

Enclosures

c.c. J. Kabel, Manager of Community Services
Treasury

TOWN OF FORT FRANCES

BY-LAW NO. 23~19

(Being a by-law to authorize the entering into of an agreement with Rainy Lake Gymnastics Academy)

WHEREAS on June 10, 2019, Council authorized the entering into of an agreement with Rainy Lake Gymnastics Academy for space at the Memorial Sports Centre Auditorium from Fall 2019 to Spring 2020 with equipment permitted to be set up semi-permanent basis.

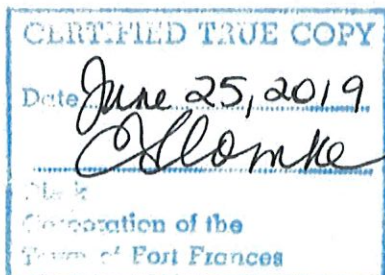
NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the following agreement in the form attached hereto as Schedule 'A' with Rainy Lake Gymnastics Academy be approved for the Mayor and Clerk to sign and fix the Corporate Seal thereto.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 24th day of June 2019.


J. Caul, Mayor




E. Slomke, Clerk

THIS AGREEMENT to come into effect the **1st day of September, 2019.**
B E T W E E N :

THE CORPORATION OF THE TOWN OF FORT FRANCES

hereinafter called the "Town" or "Lessor".

- AND -

RAINY LAKE GYMNASTICS ACADEMY

hereinafter called the "Lessee".

WHEREAS:

- A. The Lessee is wishing to rent the Memorial Sports Centre Auditorium from the Lessor during the Fall of 2019 through to the Spring of 2020 to offer gymnastics programming for youth;
- B. The Lessee is proposing to leave their gymnastics equipment set-up on a semi-permanent basis subject to the terms below; and
- C. The Lessee is planning to offer the gymnastics programming for approximately 19 hours a week subject to the availability of the facility and enrolment numbers.

Now therefore,

In addition to the Memorial Sports Centre Auditorium - Rental Agreement Terms and Conditions and Community Services Facility Rental Policy, the parties hereby agree to the following:

- 1. Term of Lease – 2 year term (September to April each season, for the seasons 2019-2020 and 2020-2021). The agreement will be reviewed after the first year to determine if revision is appropriate.
- 2. Rental fee – Will be charged as per the Auditorium contracted hourly rate listed in the Town of Fort Frances user fee schedule subject to change at any time by Council resolution (May 2019 rate - \$32.35).
- 3. Scheduling – Memorial Sports Centre staff will meet with the Lessee before July 31st each year to determine the Fall (September –December) schedule and before November 30th each year to determine the Winter (January – April) schedule.
- 4. Gymnastics Equipment – The Lessee will be solely responsible for setup and takedown of any equipment that is required for their use of the Auditorium. The Lessee hereby agrees to have equipment moved as required by the facility management to accommodate other facility needs and uses by management. The Lessor agrees to provide as much notice as possible to the Lessee when unplanned removal of equipment is required. The Lessee acknowledges that unscheduled, but necessary maintenance may cause there to be little or no notice to remove equipment. The Lessee agrees to pay an additional fee to cover all costs reasonable as determined by management if they fail

to move their equipment as stipulated by Memorial Sports Centre management. The Lessee will have access to a portion of the 'Tables and Chairs room' on the 2nd floor of the Ice for Kids rink.

5. Fitness Classes- The Lessor acknowledges that the gymnastics equipment will not be taken down for Memorial Sports Centre Fitness classes. Both parties acknowledge that the Fitness classes may use the gymnastics floor if they choose. The Lessee acknowledges that Instructors for the Memorial Sports Centre may move pieces of gymnastics equipment as required for their class.

6. Shared use by Rainy Lake Air Cadets- The Lessee acknowledges that they will be required to take down gymnastics equipment as required for each Sunday practice for the Rainy Lake Air Cadets in order for the Rainy Lake Air Cadets to have full use of the Auditorium.

7. Other Events – For any and all events that have already been scheduled in the auditorium, the Lessee will ensure that their equipment is removed from the facility and properly stored. In an attempt to minimize the Lessee's equipment setup and takedown, Memorial Sports Centre management will only book additional auditorium events that are deemed necessary. The Lessor agrees to provide all dates and times of previously scheduled events to the Lessee prior to July 31st of each year.

8. The Lessee shall assume all liability for damages caused directly or indirectly by him/her or his/her members and invitees while using the facilities.

9. The Lessee shall assume risks of damage and injury while on the premises for him/her and his/her members and invitees, and hold the Lessor harmless and indemnified there from.

10. The Lessee shall have in force \$5,000,000 of liability insurance with the Town of Fort Frances named as an additional insured.

THE CORPORATION OF THE TOWN OF FORT FRANCES

- AND -

RAINY LAKE GYMNASTICS ACADEMY

IN WITNESS WHEREOF the Town hereto has affixed its Corporate Seal and attested by its proper Officers duly authorized on their behalf and has hereunto set

SIGNED SEALED
AND DELIVERED

THE CORPORATION OF THE TOWN
OF FORT FRANCES

MAYOR:

June Caud

CLERK:

Elomke

Per:

Jessica Ogden
(Rainy Lake Gymnastics Academy)

Printed:

Jessica Ogden

Per:

Jillian Kellar
(Rainy Lake Gymnastics Academy)

Printed:

Jillian Kellar

Witness:

Elomke

Printed:

Elizabeth Slomke



908 Rainy Lake Royal Canadian Air Cadet Squadron

P.O. Box 255, Fort Frances, ON P9A 3M2

Tel: 807-274-1365

www.facebook.com/908AirCadets

908aircadets@gmail.com



16 Mar 2020

Dear Mayor June Caul and Town Council,

Re: 908 Rainy Lake Air Cadets use of Memorial Arena

It has come to our attention that an application is being sought for sole use of the arena upper hall. We have concerns about this proposal, as the arena is a community-based and owned facility and granting such a proposal would exclude the 908 Air Cadets from its shared use.

The 908 Rainy Lake Royal Canadian Air Cadet Squadron was established in March 2003 as a local unit of the Canadian Cadet Movement, which has been in Canada for over a century. The three aims of the Canadian Cadet Movement are to promote good citizenship, promote physical fitness, and foster an interest in the Canadian Armed Forces.

Air Cadets are sponsored by the Canadian Forces, and the Air Cadet League of Canada. This partnership helps provide uniforms to cadets, training, leadership and mentorship to cadets and staff, opportunities for exciting employment in Canada and abroad for cadets who are selected for International Exchanges. Another focus of the Air Cadets is to nurture and foster an interest in Canadian aviation, of which our squadron has successfully trained several pilots. The Canadian Cadet Program has produced many leaders in our country, including Former Prime Minister Joe Clark, General Walter Natynczyk (Former Canadian Forces Chief of Defence Staff) and Commander Chris Hatfield (Canadian Astronaut and Commander of the International Space Station), to name only a few. We are not a recruiting arm for the Canadian Forces; we are a sponsored leadership program.

908 Rainy Lake Air Cadets, as with other cadet units across the Canadian Cadet Movement, do not charge for membership or uniforms, which is a rare feature in today's youth organizations. Air Cadets offer our youth leadership and unique summer employment opportunities. Youth sports are also an integral part of a young person's development. Besides engaging in physical training at Cadets, several of our cadets are also involved in school teams and sports clubs.

The Air Cadets in Fort Frances average approximately 25 cadets annually, joining at age 12 and retiring from or "aging out" at 19. We are among very few programs in our community offered to youth at no cost, and will continue to do so, in order to not leave out youth whose families might not otherwise be able to afford membership in other organizations or teams. The Air Cadets are also among very few youth programs in our community, like 4H, Girl Guides and church youth groups, whose sole focus is not sports. Fundraising is integral to our no-cost program, and the cadets participate in fundraising to cover the cost of sports equipment, certain office supplies, and team equipment such as marksmanship supplies. Our squadron even sent a small number of cadets to Juno Beach last year for the 75th Anniversary of D-Day. The trip

overseas was a first for our squadron. Most of our cadets also complete the community service hours needed for their High School diploma through their involvement with our program.

The sponsor of the 908 Air Cadets is the Royal Canadian Legion, who has always been a steadfast supporter of our unit and believes that today's cadets become tomorrow's leaders. Unfortunately, unlike many Legion facilities in Canada, our Fort Frances Legion does not have enough space in the upstairs hall to conduct our training. In order to conduct "march past" and military formation drill, we need a large space such as that available at the arena to be able to conduct drill. Drill promotes both coordination and esprit de corps, a tradition which connects our cadets to both their mentors in the Canadian Forces, and the traditions of those who served proudly in uniform over our entire nation's history. Marksmanship training in the arena teaches eye hand coordination and focus, as well as developing the ability to remain calm and goal oriented. The arena hall offers a large enough area for us to conduct training in aviation, leadership, history, and citizenship.

Unlike some organizations in our community, we do not have the benefit of corporate sponsorship or the means to build ourselves a facility to accommodate the necessary space for marksmanship, sports, drill, as well as have office space for storage and administrative space to prepare lessons. The arena has uniquely afforded us the opportunity to have those resources since our inception for which we have been grateful. At a minimum, we need an auditorium as well as an office for storage and administration to meet the various needs of the program. We have benefitted from and have been assisted by the Moffat Grant, which has been crucial for us to help pay our rent. Our unit has always been willing to share our community arena with other organizations. The intention of the expansion of the arena was to serve the needs of the community, including social events, graduations, athletic clubs and others. We demonstrated this by changing our former meeting night of Wednesdays to Mondays this year to accommodate the new gymnastics club. Switching to Mondays has required us to be more flexible with our scheduling as we often miss training nights due to long weekends.

We understand that the Gymnastics organization has requested sole use of the facility we currently share. While we recognize the frustrations the Gymnastics organization have with sharing the space with us as well as the other user groups, we also have the needs of our own organization which are difficult to meet outside of this facility. This facility was built with the intention of providing an area that community groups could share. Equitable use of the facilities should be considered for all organizations; judo and karate clubs are tasked with finding similar independent locations. We would ask that Council take pause and consider the impact to not only our organization but all users of the facility.

Respectfully,



Capt Andrew Saciuk CD

Commanding Officer,
908 Rainy Lake Royal Canadian Air Cadet Squadron (RCACS)
Department of National Defense/Government of Canada
andrew.saciuk@cadets.gc.ca/Tel: 807-274-1365

Michael Graham
745 Riverview Drive
Fort Frances, ON P9A2W4

Town Of Fort Frances Executive Committee
320 Portage Ave
Fort Frances, ON



March 11, 2020

Reference: Sole Tenant Proposal for the Memorial Center Auditorium – March 16, 2020

Dear Committee;

Monday, March 16, 2020 you all will meet to decide on a sole tenant proposal referenced above. I make the following contribution comments as a resident of Fort Frances.

This week, the Town of Fort Frances website advertises the Memorial Center Auditorium with the following ; " Do you have facilities to rent out for meetings, socials, courses, weddings, garage sales or funerals ? Yes, we do! Check out the various options and rates on our Fee page "

I attended the council chambers this week to observe the proposal to the Town Council to rent or lease the publicly funded Memorial Center Auditorium to a sole tenant.

A similar proposal was shared with me by Jason Kabel, a town employee last winter as an attractive solution to the town's cleanup challenges for his staff following community hall rentals. The cost recovery strategy for the Memorial Center Auditorium is not putting all eggs in a sole tenant basket, but for multiple users to pay a percentage of a fair rental value plus costs.

The supporting letters presented to the Town of Fort Frances with the current proposal suggest the responsibility for depreciating value of tenant assets be a business consideration to be considered by the Town of Fort Frances. Poor planning of a tenant does not make a reason for the town to change its short or long term availability of the publicly funded Memorial Center Auditorium.

I recommend that the Town Of Fort Frances Executive Committee reject every sole tenant proposal for the publicly funded Memorial Center Auditorium. There maybe a case for cost recovery of publicly funded facilities that might be addressed with public consultation and followed by RFP and RFQ submissions.

Sincerely,

Michael Graham

Copy; Air Cadet Squadron and the Fort Frances Times

March 16, 2020

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: Policy Number 2.5 Facility Rental Amendment

We are proposing additional wording be added to the facility rental policy to better align with tournament bookings and playoff formats. Tournaments and playoff games offer different situations than regular ice and thus we should have specific wording that reflects the special circumstances around these bookings. We are proposing the following additions to our Policy number 2.5 Facility Rental.

4.A.iv (a) Tournament Ice must be booked by September 15th for October, November and December Tournaments, and by December 15th for January, February, and March. Tournament Ice time will be allowed to be cancelled or modified up to two weeks prior to the date of the event.

4.A.iv (b) Playoff ice must be booked by December 15th for playoffs. Playoff ice will be booked for the entire possible number of games required. There will be no additional charge to cancel playoff ice due to the conclusion of the series in a smaller number of games than originally scheduled for.

The above additions to our policy will allow the user groups time to adapt and plan their tournaments appropriately and not cause any undue financial harm to the tournaments and user groups if the number of teams attending the tournament is different from the amount they expected much earlier in the year.

Recommendation

The Community Service Division recommends to Mayor & Council to accept the new additions to Policy number 2.5 as presented.

Respectfully Submitted,

Aaron Bisson
Manager of Recreation and Culture

<p>Council approval of this report will agree to the recommendation of the Community Services Executive Committee to update Policy Number 2.5 as outlined in this report.</p>
--

March 16, 2020

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: FFGMH Tournament Ice

Fort Frances Girls Minor Hockey has asked for some consideration on Tournament Ice time that they had booked during a tournament they held in February 2020. In early December 2019 they had emailed the Memorial Sports Center Receptionist requesting an additional 15 hours of Ice Time to accommodate their tournament. the Memorial Sports Center Receptionist replied to the email with the dates and times of the hours she added to their tournament ice. A new permit was made up and sent to the scheduler for signing.

Currently under our policies no changes can be made to ice permits including tournament ice for January, February, and March 2020 after December 15, 2019. We are in the process of proposing an amendment to our policies to allow for tournament ice to be changed up to two weeks before a tournament is scheduled. It has been indicated by many user groups that there are several factors that can affect a tournament up to two weeks prior to the tournament beginning.

Fort Frances Girls Minor Hockey would still be required to pay for their additional 15 hours under the new proposed policy. The additional ice was requested to be cancelled one day before the tournament was scheduled to begin.

A fair resolution would be to allow the 15 hours of ice time to be used the first four weeks of our Ice in during the fall of 2020 to minimize the impact to the organization. We need to follow our policies while also considering our valued users.

Recommendation

The Community Service Division recommends to Mayor & Council the 15 hours to be used during the first four weeks of Ice in during the fall of 2020, at no additional cost to Fort Frances Girls Minor Hockey Association.

Respectfully Submitted,



Aaron Bisson
Manager of Recreation and Culture

<p>Council approval of this report will agree to the recommendation of the Recreation and Culture Manager to allow the Fort Frances Girls Minor Hockey Association to use the 15 hours during the first four weeks of Ice in for Fall 2020.</p>
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