



Township of
North Dundas

RECREATION & CULTURE DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Meaghan Meerburg, Director of Recreation & Culture
Date of Meeting:	October 8, 2013
Subject:	Monthly Report

1. Programming Notes:

The Dundas Drive-in, that was scheduled for September 21st, was unfortunately cancelled due to rain. The outdoor movie company, who we hire to provide and run the inflatable screen and sound, has agreed to hold our credit until 2014. We have tentatively booked September 13th, 2014 as our only Dundas Drive-in event for the upcoming year. Based on attendance at the June 2012 and June 2013 drive-in events, Ben MacPherson, the Recreation Program Coordinator from South Dundas, who is our partner with the Dundas Drive-in, as well as Gina & myself, find that it is more cost effective to host only an annual September drive-in. The 2012 & 2013 Dundas Drive-ins were great pilot events and have helped us reach conclusions which will greatly aid in the planning process for future drive-ins. As such, we have concluded that with the array of annual festivals and events already being hosted in North Dundas during the summer months, the June Drive-in will be replaced with another event in our already existing and very successful Municipal-run *Movies Under the Stars* series.

Gina is currently working with Ann Brady, who is the hostess of our Winchester Open Mic Nights and Chair of the North Dundas Arts Council, to bring professional artist Dan Hill, to Winchester's Old Town Hall. Dan Hill is a multiple award winner, internationally renowned author and singer/songwriter. He has written songs for Celine Dion, 98 Degrees, the Backstreet Boys, Rod Stewart and Tina Turner just to name a few. Ann & Gina have booked Mr. Hill for February 8th & 9th. During his visit, he will be doing an intimate, evening concert on Saturday the 8th. Tickets will be priced at approximately \$40 each. On Sunday, Mr. Hill will be hosting a writers workshop. There will be a fee for the workshop, but the amount is still yet to be determined.

Planning for the 2013 North Dundas Parade of Lights has begun. The event will be hosted on Saturday, December 7th. Once again, the event will include the annual Vendor Fair at the Joel Steele Community Centre, the parade, community group hosted meals, and events at the Old Town Hall. The committee is anticipating participation from the NDDHS band and drama clubs.

Both Winchester & Chesterville Arenas are fully booked for prime-time ice. Revenues are up over last year.

2. Facility Notes:

The Chesterville Arena is scheduled to open for the 2013/2014 ice season on Saturday, October 8th, which is 6 days past the original deadline. The slab and dasher boards, including glass, are complete and look incredible. A couple of small finishes are required to the storage area beneath the bleachers, but do not affect spectator seating. These finishes as well as the installation of the drink rail, will be completed this week. Crysler has agreed to purchase the old dasher board glass from us.

Arena ad sales are going very well. All dasher boards and wall ads at the Winchester Arena are sold. All of the 4x8 dasher boards in Chesterville have been sold and only a few wall ads and 4x4 rink boards remain for rent.

3. Surveillance Cameras for the Chesterville Waterfront:

In the September Recreation & Culture Department report, the price of surveillance cameras was not available. We have been provided a quote of \$3,900 based on installing 4 cameras. Additional to the quote, the location will require a network/internet connection.

4. Request for Proposals for ATM Machines in Arenas:

2 proposals for ATMs for our Winchester & Chesterville Arenas have been received and include offers from CardTronics and International Leisure Products (ILP). In comparison, ILP offers a set commission of \$0.50 per transaction, regardless of the number of transactions. CardTronics only grants commission sharing on transactions of 100+. CardTronics also does not allow for a trial period, but instead requires a 7 yr. commitment. ILP will grant us a trial period that is effective immediately and end on March 31st. At that time, we are able to evaluate the need and make decisions accordingly. Additionally, CardTronics charges a transaction fee of \$2.25 and ILP charges \$2.00. As a result, I would like Council's permission to award International Leisure Products with ATM services for our 2013/2014 ice season at both arenas.

5. Harmony Park Space:

The play structure has been ordered and ready for installation in early November. We are currently looking into drainage and site preparation and hope to be able to coordinate with a November date. We will be using the remaining budget for site preparation.

6. Helmet Sponsorship:

The Senators Foundation has agreed to provide our 2 arena Skate & Helmet Lending Libraries with a total of 20 new hockey helmets as the need for helmets has increased.

7. Chesterville Arena Canteen:

A Request for Proposal was put out for the food services at the Chesterville Arena, with a closing date of October 1st. After reviewing the submission, I would like to award the canteen operation for the 2013-2014 and 2014-2015 ice seasons, to Mr. Bill LeClair.

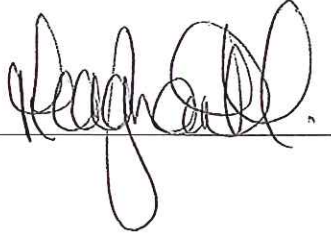
8. Arena Facility & Ice Policies:

I would like to seek Council's approval to add and implement the following rules & policies to our existing Arena Facility & Ice Policies document:

Dressing room schedules are prepared by our Facility Operators for the ice user groups who are booked for the current day. User groups are required to utilize only the dressing room(s) that have been assigned to them. In the event that this policy is not followed, the user will be billed (\$100.00) per additional room and the fee shall be paid before the user group's next ice time.

Each 1-1.5 hour slot of ice time includes 10 minutes of ice resurfacing time. User groups are required to exit the ice 10 minutes before the end of the booking. For 1.5+ hour bookings, user groups are required to leave the ice 20 minutes before the end of the booking. In the event that this policy is not followed, the user will be billed \$5 for each additional minute.

Submitted By: _____

A handwritten signature in black ink, appearing to be "Heather", written over a horizontal line.

Approved By: _____

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