



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Jo-Anne Fields, Community Services Manager**
Date: August 21 2017
Report: CSD.17.13
Subject: Selection of proponent(s) to provide concession operations in South Huron

Recommendations:

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Selection of proponent(s) to provide concession operations in South Huron;

And that Council authorize staff to enter into a Concession Agreement with Darren Kints for operations at the South Huron Recreation Centre and Centralia-Huron Park Lions Club for the Stephen Arena;

And that the proponent(s) enter into said Concession Agreement for a period of two years, with the option of one additional year of service provision.

Purpose:

To provide a follow up report to CDS 17.11 regarding results of consultation with with the two interested proponents expressing interest in operating South Huron concessions

Background and Analysis:

Through a report to Council, staff where authorized to proceed with preparing an Expression of Interest for the provision of concession

operations at both arena facilities for a period of two (2) years subject to approval by both parties.

The Expression of Interest closed on Wednesday, June 21, 2017. No formal submissions were received and the Expression of Interest was cancelled. An area business owner contacted staff and indicated that he would be interested in the opportunity to discuss operating both concession facilities. As well, a community stakeholder also expressed interest in operation of the Stephen concession only.

At the July 4, 2017 Council meeting, staff requested authorization from Council to meet with the two interested candidates to discuss potential operation and service delivery of concession facilities.

Staff met with the two interested parties and although the one proponent would be interested in both operations, recognizes the importance of the opportunity for an area service club to partner with a local group, encouraging community involvement and engagement.

Operational Considerations:

Two options are available for Council consideration –

1. Darren Kints – operates both the South Huron Recreation Centre and the Stephen Arena concession.
2. The Centralia-Huron Park Lions Club partner with the New Outlook group and operate the Stephen Arena Concession and Darren Kints operates the South Huron Recreation Centre concession.

Any equipment that is brought into concession facilities must meet required safety standards and be approved by staff prior to installation.

For effective service delivery, operation must be provided as set forth by Community Services Manager and/or alternate.

An Agreement will be prepared to address and ensure proponent(s) have adequate provision of insurance, WSIB, health regulation coverage and adequate training of concession staff.

South Huron's Strategic Plan:

7.2.2 Strategic Objective: Administrative Efficiency and Fiscal Responsibility:

- Demonstrate Commitment to service excellence:
 - Continue to implement corporate wide customer service training at all levels of the organization

Financial Impact:

In past Agreements, the Municipality has provided utilities and equipment for concession operations. Equipment that is presently not operational would be the responsibility of the proponent to replace if required. Utility costs are not broken down to a level of detail to provide adequate costing.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

Staff will engage and share open communication with the successful proponent(s) to discuss schedule requirements and coverage.

Policies/Legislation:

The proponent will comply with all health codes and regulations for the delivery of food and beverage services.

Consultation:

Chief Administrative Officer

Related Documents:

Concession Agreement

Respectfully submitted,

Jo-Anne Fields, Community Services Manager