

Report to Municipal Council



Meeting Date: March 5, 2025	Report Date: February 25, 2025
Reason Before Council: Policy Direction / Approval	Priority: Normal
Department: Parks & Recreation	Type of Meeting: Committee of the Whole

Report Title: St.-Charles Minor Hockey Request

Recommended Resolution:

That Council remove the Arena Weekend Rental without Cleaning as an option under the Fees & Charges By-Law but leave the pricing structure of the other options as is.

Options:

1. That Council reduce the Weekend Rental with Cleaning package from \$4,191.00 to \$2,373.00 in the Fees & Charges By-Law.
2. That Council reduce the Weekend Rental with Cleaning package from \$4,191.00 to \$2,373.00 for St.-Charles Minor Hockey Association only.
3. Establish a St.-Charles Minor Hockey Association rate that differs from above with clarification on when applicable.
4. Leave Fees & Charges By-Law as is.
5. Remove the Weekend-Rental without Cleaning as an option as it does not work operationally.

Analysis & Background:

At the February 19, Regular Council Meeting, Council had directed staff to come back with a report with regards to Item #14 in Correspondence. This is a letter from the St.-Charles Minor Hockey Association requesting two (2) things.

- 1) That Council reduce the price for the Weekend Arena Rental – With Cleaning (\$4,191.00) to the price of the Weekend Arena Rental – Without Cleaning (\$2,373.00)
- 2) That Council implement a special price for the St.-Charles Minor Hockey Association for arena rentals like neighbouring municipalities have.



At the August 23, 2023, Parks & Recreation Committee Meeting, it was suggested that “packages” be created for our rental fees and was later brought up to Council at the Committee of the Whole on October 4, 2023, for discussion and approval. This was to help organizations to potentially reduce their costs, based on their needs. It was discussed that the fees were set to cover labour costs and 20% overhead, which covers operational expenses such as utilities, repairs, and capital.

The cost that was approved by Council was \$4,191.00 with cleaning and \$2,373.00 without cleaning. This was an increase from \$1,946.90, which was the only rate for weekend arena rental.

Qualified Organizations receive a 10% discount of all rates, so the rate for the Weekend Rental with Cleaning for the St.-Charles Minor Hockey is \$3,771.90 + HST. The number of \$4,735.83 stated in the e-mail is the full price including HST.

The price stated for The Municipality of Markstay-Warren does not include HST, so it is important that we compare apples to apples. The price for the weekend rental increased in 2024 to \$3,500.00. They do have a Minor Hockey rate of \$2,223.00.

The Municipality of French River also has a fee for their Arena for their Family Hockey Tournament, and that cost is \$5,000.00.

The cost comparison to the neighbouring municipalities is as follows:

St.-Charles	\$ 3,771.90
Markstay-Warren	\$ 3,500.00
French River	\$ 5,000.00

For the 2024 St.-Charles Family Tournament, the cleaning package was chosen, and the following is the actual labour costs based on employee timesheets. The 2025 tournament, the rental without cleaning was chosen.

	Regular Hours	Overtime Hours	Total Cost
Employee 1	24.0	4.0	\$ 1,099.08
Employee 2 *	25.5		\$ 761.43
Employee 3 *	14.0		\$ 418.04



Employee 4	13.0	1.5	\$ 461.24
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\$ 2,739.79

Please note, that employees 2 & 3 were only casual employees and not subject to the full employer related expenses (OMERS, Benefits), which would have added an additional \$301.78. This may or may not be a factor in the future depending on the labour we are able to use.

The average electricity consumption for the week before the tournament and the four (4) days after the tournament (Noelville Tournament was the next weekend) was 2,461 Kw per day. The Kw used for the tournament weekend was 9,203.28 Kw. If you take the average consumption for three (3) days, that will give you 7,383 Kw, which means the tournament increased the average electricity consumption by 1,820 Kw, and with the cost per Kw, that resulted in \$382.26 in extra electricity costs.

This gives a real cost of labour and electricity of \$3,122.05.

The first request is to lower the Rental with Cleaning from \$4,191.00 to \$2,373.00, and with the 10% discount, which would bring it down further to \$2,135.70.

This leaves us at a loss of \$986.35 to \$1,288.13, depending on labour force used.

The 2025 tournament, the rental without cleaning was chosen. The cost of the labour is below.

	Regular Hours	Overtime Hours	Total Cost
Employee 1	21.0	5.0	\$ 1,036.00
Employee 2 *	17.0	1.0	\$ 641.90
Employee 3 *	14.0		\$ 418.04
Employee 4 ***	14.0		\$ -

\$ 2,095.94



Please note, that employees 2 & 3 were only casual employees and not subject to the full employer related expenses (OMERS, Benefits), which would have added an additional \$251.66. This may or may not be a factor in the future depending on the labour we are able to use. Employee 4 was a student volunteer that was at no cost to us, but in the future, we may not be able to have that opportunity. The cost would have been \$418.04 for casual or \$525.00 for full time.

This means the cost could have been \$2,872.60 for labour only and would still have hydro and other overhead costs associated.

The second request has to do with creating a special rate for St.-Charles Minor Hockey. If Council does choose to explore this option, it will need to be clear what events this applies to. Does it apply only to events where St.-Charles Minor hockey players are participating, does it apply to any event that St.-Charles Minor Hockey Association holds, or does it apply to any organization that donates partial or full proceeds to the St.-Charles Minor Hockey Association?

There have been operational issues that have happened over the years during this tournament, which the February 14, 2024, e-mail with the St.-Charles Minor Hockey Association has indicated, as well as continued water issues.

It is important to recognize that two (2) employees are critical for efficient operations of the facility and the safety of all involved when there are significant bookings. One (1) employee is unable to effectively manage all aspects of arena maintenance, flooding of ice, emergency response, and customer service during these times. The presence of two (2) employees allows for adequate coverage, ensuring the arena is properly maintained, emergencies can be promptly addressed, and each employee has the necessary breaks as mandated by labor laws. Staff believe that this approach is vital not only for compliance but also for upholding the reputation of the facility as a safe, professional, and efficient venue for all users.

Attachments:

- Email from St. Charles Minor Hockey, dated January 28, 2025
- Municipality of French River By-Law 2024-45 – Fees and Related User Charges
- Municipality of Markstay-Warren By-Law 2024-27 – To Establish Service Charges and Fees



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