



**THE CORPORATION OF THE TOWN OF LASALLE**

**Minutes of a Meeting of the Parks, Recreation and Events Committee**

March 12, 2020

9:00 a.m.

Sandwich West Room

2nd Floor LaSalle Civic Centre

5950 Malden Road

Members of Committee Councillor Sue Desjarlais, Councillor Jeff Renaud  
Present:

Members of Committee Councillor Mike Akpata  
Absent:

Administration Present: P. Funaro, Recreation Manager, M. Masonovich, Manager of Fleet & Facilities, Gaetano Ferraro, Manager of Finance/Deputy Treasurer, T. Brydon, Supervisor of Parks, L. Jean, Deputy Clerk, K. Scherer, Recreation Coordinator, T. Coke, Council Coordinator

**A. CALL TO ORDER**

Councillor Desjarlais calls the meeting to order at 9:01 a.m.

**B. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None Disclosed.

**C. ADOPTION OF MINUTES**

Moved By: Councillor Jeff Renaud

Seconded By: Councillor Desjarlais

That the minutes of the meeting of the Parks, Recreation and Events Committee dated February 20, 2020 BE ADOPTED as presented.

**D. REPORTS/ CORRESPONDENCE FOR COMMITTEE ACTION**

1. Skate Ontario Super Series Skating Competition

Moved By: Councillor Jeff Renaud

Seconded By: Councillor Desjarlais

That the report of the Recreation Manager dated March 2, 2020 (CR-2020-10) regarding the Skate Ontario Super Series BE RECEIVED; and that Administration BE AUTHORIZED to charge additional fees for twenty-two hours of ice time (for set up); and that Skate LaSalle use two rooms at no additional cost as per the Skate LaSalle agreement; and that Skate LaSalle BE ADVISED that fees may increase in 2021.

**Carried.**

2. Rogers Hometown Hockey Post Event Report

Moved By: Councillor Jeff Renaud

Seconded By: Councillor Desjarlais

That the report of the Recreation Manager dated March 5, 2020 (CR-2020-13) regarding results from the Rogers Hometown Hockey Event BE RECEIVED.

**Carried.**

3. Play for a Cure Hockey Tournament

Moved By: Councillor Jeff Renaud

Seconded By: Councillor Desjarlais

That the report of the Recreation Manager dated March 2, 2020 (CR-2020-11) regarding the Play for a Cure Hockey Tournament BE RECEIVED; and that any additional fees BE WAIVED.

**Carried.**

**E. NEXT MEETING**

**F. ADJOURNMENT**

The meeting is adjourned at the call of the Chair at 10:25 a.m.

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Chair

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Council Co-ordinator



COMMITTEE MATTERS  
Parks, Recreation and Events Committee

March 12, 2020

**Clerk's Note:** The Parks, Recreation and Events Committee approved the following matters during their meeting held on March 12, 2020. Copies of items are attached for reference as part of the corresponding Minutes.

1. **Subject:** Skate Ontario Super Series Skating Competition

**Clerk's Note:** Please note the recommendation is not the same as the administrative recommendation.

**Motion:** That the report of the Recreation Manager dated March 2, 2020 (CR-2020-10) regarding the Skate Ontario Super Series BE RECEIVED; and that Administration BE AUTHORIZED to charge additional fees for twenty-two hours of ice time (for set up); and that Skate LaSalle use two rooms at no additional cost as per the Skate LaSalle agreement; and that Skate LaSalle BE ADVISED that fees may increase in 2021.

See Report on today's Agenda.

2. **Subject:** Rogers Hometown Hockey Post Event Report

**Motion:** That the report of the Recreation Manager dated March 5, 2020 (CR-2020-13) regarding results from the Rogers Hometown Hockey Event BE RECEIVED.

See Report, and the post event Budget on today's Agenda.

3. **Subject:** Play for a Cure Hockey Tournament

**Motion:** That the report of the Recreation Manager dated March 2, 2020 (CR-2020-11) regarding the Play for a Cure Hockey Tournament BE RECEIVED; and that the additional fees BE WAIVED.

See Report on today's Agenda.

Committee Matters- #1

Skate Ontario Super Series  
Skating Competition



## **The Corporation of the Town of LaSalle**

**To:** Members of the Parks, Recreation & Events Committee

**Prepared by:** Patti Funaro, Recreation Manager

**Department:** Culture & Recreation

**Date of Report:** March 2, 2020

**Report Number:** CR-2020-10

**Subject:** Skate Ontario Super Series Skating Competition Updated Costs

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### **Recommendation**

That the report of the Recreation Manager dated March 2, 2020 (CR-2020-10) regarding the Skate Ontario Super Series Skating Competition BE RECEIVED; and that the recommendation to follow the fees as outlined in the User Fee Bylaw BE APPROVED.

### **Report**

At the February 20, 2020 meeting of the Parks, Recreation and Events committee, the following resolution was passed:

“That the report of the Recreation Manager dated February 13, 2020 (CR-2020-07) regarding the Skate Ontario Super Series Skating Competition BE RECEIVED; and that Skate LaSalle provide a further breakdown of requirements and cost for the event; and that this information be brought back to the Committee for the March 2020 meeting”.

Skate LaSalle is unable to provide a financial report for the event at this time. They anticipate that they will be able to do so in early April.

Skate LaSalle reviewed the set up requirements for the event, and have indicated that for future events, only six panels of glass would need to be removed per rink.

Additional fees (not charged in 2020) as identified in the User Fee Bylaw are as follows:

Ice Time:

- Fourteen hours of unusable ice time on Thursday for glass removal (4:00 pm until 11:00 pm on both rinks)
- Three hours of unusable ice time on Friday (9:30 pm – 11:00 pm)
- Eight hours of unusable ice time on Saturday (7:00 am-8:30 am and 8:30 pm-11:00 pm)
- Eighteen hours of unusable ice time on Sunday (7:00-8:30am and 3:30 pm – 11:15 pm)

In total, forty-three hours of unusable ice would be required for the event at a cost of \$7,987.25

The multipurpose room rental fee is \$850.00 per day.

The convenor's room rental fee is \$35.00 per hour.

The lobby rental fee is \$35.00 per hour.

In addition to these fees, it is estimated that the removal and reinstallation of six panes of glass per rink would take approximately twenty-four hours of staff over-time, resulting in approximately \$1200.00 in labour costs. The labour costs to remove the glass in the arenas is not outlined in the User Fee Bylaw.

Please note that the removal of the glass is physically strenuous for staff and there is currently a WSIB claim as a result of removing and reinstalling the glass in 2020.

As per the User Fee Bylaw, Council has the ability to reduce or waive any administrative fee or charge under the by-law.

## **Consultations**

Public Works

## **Financial Implications**

Should fees be waived:

\$7,987.25 in lost ice rental revenue

\$3,670.00 in waived room rental fees (Note: approximate weekend rental revenue is \$1000.00)

In addition approximately \$1200.00 in labour costs to remove and reinstall the glass

**Prepared By:**


Manager of Recreation and Culture

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Patti Funaro

**Link to Strategic Priorities**

	Expanding and diversifying our assessment base
	Effectively communicating the activities and interests of the Town
Yes	Managing our human and financial resources in a responsible manner
	Promoting and marketing LaSalle
	Promote a healthy and environmentally conscious community

**Communications**

	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

**Notifications**

Name	Address	Email

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**Report Approval Details**

Document Title:	CR-2020-10-Skate Ontario Super Series Updated Cost Estimates.docx
Attachments:	
Final Approval Date:	Mar 9, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Council Services/Clerk

Agatha Robertson



Committee Matters- #2

Rogers Hometown Hockey  
Post Event Report



## **The Corporation of the Town of LaSalle**

**To:** Members of the Parks, Recreation & Events Committee

**Prepared by:** Patti Funaro, Recreation Manager

**Department:** Culture & Recreation

**Date of Report:** March 5, 2020

**Report Number:** CR-2020-13

**Subject:** Rogers Hometown Hockey Post Event Report

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### **Recommendation**

That the report of the Recreation Manager dated March 5, 2020 (CR-2020-13) regarding results from the Rogers Hometown Hockey Event BE RECEIVED.

### **Report**

The Rogers Hometown Hockey Event took place at the Vollmer Complex on February 22 and 23, 2020. It was very successful with positive feedback from our partners and the community. A summary of data from the event is as follows:

Total Cost (to date): \$28,655.16

Bucks for Pucks Contest: Five local schools raised over \$4000.00. The LaSalle Hangout for Youth and the LaSalle Food Bank each received a donation from the contest.

Parade of Champions: Over forty teams participated

Paint the Town Red: Forty-two local businesses took part

Scotiabank Donation: LaSalle Minor Hockey Association and Sun Parlour Female Hockey League each received \$7500.00 from Scotiabank.

Fundraising BBQ/Popcorn sales: LaSalle Minor Hockey Association and Sun Parlour Female Hockey League each received approximately \$2000.00 from sales.

### **Consultations**

Finance

Communications

## Financial Implications

\$28, 655.16 in costs associated with set up and promotions

**Prepared By:**



Manager of Recreation and Culture

Patti Funaro

## Link to Strategic Goals

	Enhancing organizational excellence
	Sustain strong public services and infrastructure
Yes	Strengthen the Community's engagement with the Town
	Grow and diversify its local economy
Yes	Build on our high-quality of life

## Communications

Yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

**Notifications**

<b>Name</b>	<b>Address</b>	<b>Email</b>

### Report Approval Details

Document Title:	CR-2020-13-Rogers Hometown Hockey Post Event Report.docx
Attachments:	- Hometown Hockey post event budget.pdf
Final Approval Date:	Mar 9, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Council Services/Clerk

Agatha Robertson



Director, Council Services/Clerk

Agatha Robertson

Item	Budget	Actual Cost	Notes
<b>Mandatory Costs:</b>			
Cleaning of the Premises before, during and after / emptying garbages	\$2,500.00	\$2,500.00	
Dumpster Rental	\$300.00	\$0.00	no dumpster rental
Additional Outdoor Lighting	\$3,500.00	\$1,027.17	
400ft. of barriers and barricades	\$1,000.00	\$300.00	
8 picnic tables	\$0.00	\$0.00	
Existing power on premises - contract electrician	\$6,000.00	\$521.00	electrician not required ESA charge
Portable Toilets	\$2,000.00	\$1,412.50	
First Aid	\$700.00	\$700.00	
Security	\$8,000.00	\$8,300.00	
Rental of Heavy Machinery	\$8,000.00	\$4,800.00	
Contingency	\$4,800.00	\$0.00	
Parking Signs	\$3,000.00	\$381.94	
<b>Total Mandatory Costs (excl. snow removal and contingency)</b>	<b>\$39,800.00</b>	<b>\$19,942.61</b>	
<b>Potential Additional Costs:</b>			
Snow removal and salting	\$5,750.00		
Contingency	\$4,800.00		
<b>Total Mandatory Costs</b>	<b>\$50,350.00</b>	<b>\$19,942.61</b>	
<b>Promotions:</b>			
Rink Boards	\$1,000.00	\$700.00	
Radio Ads	\$1,300.00	\$1,300.00	
Newspaper ads	\$1,000.00	\$1,500.00	
Window Decals	\$2,000.00	\$435.00	
Print (postcards/posters etc/tax insert)	\$2,500.00	\$1,495.00	
Transit Shuttle (both days)	\$2,000.00	\$0.00	moved to Transit promotion
Road Banners		\$1,282.55	
Hockey Cutouts		\$1,000.00	
Staff t-shirts		\$1,000.00	
<b>Total Promotions Costs</b>	<b>\$9,800.00</b>	<b>\$8,712.55</b>	
<b>Total Costs</b>	<b>\$60,150.00</b>	<b>\$28,655.16</b>	

Committee Matters- #3

Play for a Cure Hockey  
Tournament



## **The Corporation of the Town of LaSalle**

**To:** Members of the Parks, Recreation & Events Committee

**Prepared by:** Patti Funaro, Recreation Manager

**Department:** Culture & Recreation

**Date of Report:** March 2, 2020

**Report Number:** CR-2020-11

**Subject:** Play for a Cure Hockey Tournament

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### **Recommendation**

That the report of the Recreation Manager dated March 2, 2020 (CR-2020-11) regarding the Play for a Cure Hockey Tournament BE RECEIVED; and that the recommendation to follow the fees as outlined in the User Fee Bylaw BE APPROVED.

### **Report**

The Play for a Cure Hockey Tournament is scheduled to take place at the Vollmer Complex on Friday, March 27, 2020. This event supports the Cancer Research Collaboration Fund and features numerous NHL Alumni playing in the tournament followed by an NHL All Star Game.

In 2019, the Vollmer Complex hosted the tournament for the first time and the fees for empty ice and for the rental of the food court and multipurpose room were waived.

The event organizers are asking to have the same fees waived again in 2020.

This results in the following financial impact:

- 9.5 hours of lost ice time revenue (\$1765.00)
- Lost room rental revenue of approximately \$1000.00

It should also be noted that the evening hours required for this event would disrupt LaSalle Minor Hockey play downs. (Thursday and Friday evening)

There are a number of other considerations regarding the event including:



- There will be a number of NHL alumni participating in the tournament and the need for security requires that the Gary L Parent ice not be used on Friday evening.
- The Town of LaSalle logo will be featured on sponsor banners, the event website, the all-star game poster, the event programs, screens at draft party and the Cogeco Ad
- The event organizers are providing a banner to be hung permanently in Rink A identifying the Vollmer Complex as the home of the tournament
- There are numerous media conferences throughout the year identifying the Vollmer Complex as the home of the tournament
- The event organizer has suggested a social media interview with Mayor Bondy to highlight LaSalle and the Vollmer Complex

As per the User Fee Bylaw, Council has the ability to reduce or waive any administrative fee or charge under the by-law.

## Consultations

Type consultations here

## Financial Implications

\$2765.00 in lost revenue if fees are waived

## Prepared By:



Manager of Recreation and Culture

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Patti Funaro

## Link to Strategic Priorities

	Expanding and diversifying our assessment base
	Effectively communicating the activities and interests of the Town
Yes	Managing our human and financial resources in a responsible manner
Yes	Promoting and marketing LaSalle
	Promote a healthy and environmentally conscious community

## Communications

	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

## Notifications

Name	Address	Email

### Report Approval Details

Document Title:	CR-2020-11-Play for a Cure Event.docx
Attachments:	
Final Approval Date:	Mar 9, 2020

This report and all of its attachments were approved and signed as outlined below:



Director, Council Services/Clerk

Agatha Robertson