

Staff Report to Council

Title: Davidson Centre Concession Booth Lease Agreement

Report Number: Recreation & Community Programs-2024-02

Director: Community Services

Manager: Recreation & Community Programs

Meeting Date:
Wednesday, December 11, 2024

Date to be considered by Council:
Wednesday, December 11, 2024

Recommendation:

That Council pass a by-law to enter into a five (5) year renewal lease agreement between the Municipality of Kincardine and Saba Umar for the management and operation of concession services at the Davidson Centre.

Executive Summary:

The Municipality entered into a one-year agreement with Saba Umar for concession booth services at the Davidson Centre and Tiverton Sports Centre for the 2023-2024 season that is up for renewal. The current agreement provides for a 5-year renewal option. Staff have negotiated an agreement renewal for the Davidson Centre concession only at the request of the concession operator until March 31, 2029.

Strategic Priorities:

C.8-Create vibrant parks, green space, recreation facilities and programs for residents or visitors of all ages and abilities

D.17-Improve organization efficiency and be more innovative

Financial Considerations:

Annual revenue for the Davidson Centre of \$3,000.

Context and Background Information:

The current concession booth operator was able to complete a one-year assessment of both the concession booths at the Davidson Centre and Tiverton Sports Centre. During this past year they were able to try new offerings, gain an understanding of the community needs and expectations of user groups and the public, train staff and develop their business model.

They were also able to assess a 12-month period to fully understand operating hours. During this time they have decided that the Tiverton Sports Centre is not viable for their continued operation and have expressed the desire to renew a five (5) year agreement for the Davidson Centre concession booth.

Staff's opinion is that Saba Umar has operated the concession booths successfully, has been open to feedback and responsive to making adjustments to menu offerings, operating hours and works effectively with user groups to meet their needs.

Staff recommend renewing the agreement for a 5-year term ending March 31, 2029 for the Davidson Centre Concession booth. Termination of the agreement may be initiated by either party with not less than 30 days notice in writing.

The concession booth at the Tiverton Sports Centre is limited due to lack of food preparation equipment and requires an operator who can adapt a business model to this facility that provides service to the users of this facility. Currently there is a local business providing services on a trial basis for the 2024-2025 ice season. Should this provider wish to continue for future seasons we will look to enter into a contract agreement.

Consultation Overview:

Gathering feedback from staff, user groups, public and event organizers has taken place both informally and through user group meetings to understand whether the current concession booth operator is meeting needs. Feedback has been overall positive with the only concerns expressed pertaining to inconsistent operating hours at the Tiverton Sports Centre, some of which was the result of miscommunication of user group schedules.

The agreement has undergone legal review, and updated language is included in the 2024-2029 agreement.

Origin:

Expiry of current.

Implementation Considerations:

Continue to meet with the concession booth operator to maintain open lines of communication regarding scheduling and special events, to provide operational feedback and ensure needs are being met.

Attachments: Concession Booth Lease Agreement

Prepared by: Anne-Marie Thomson, Manager of Recreation

Submitted by: Jayne K. Jagelewski, Director of Community Services