

DATE: October 21, 2024

REPORT NO: REC-09-2024

SUBJECT: **Concession Stand Lease Agreement – West Lincoln Community Centre**

CONTACT: Mike DiPaola, P.Eng., Director of Public Works & Recreation

OVERVIEW:

- The West Lincoln Community Centre opened in February of 2019.
- The Township and West Niagara Minor Hockey Association (WNMHA) entered into a Concession Stand Lease Agreement in November 2019. The term of this Lease Agreement is annual and needs to be renewed every year.
- The current Concession Stand Lease Agreement between the Township and WNMHA now needs to be renewed for another year. The current agreement and arrangement is working well for both parties.
- Administration is seeking Council approval to renew the Concession Stand Lease Agreement for another year.

RECOMMENDATION:

1. That Recommendation Report REC-09-2024, titled “Concessions Stand Lease Agreement – West Lincoln Community Centre” be received; and,
2. That, Administration be directed to renew the Concession Stand Lease Agreement between the Township and the Minor Hockey Association (WNMHA).

ALIGNMENT TO STRATEGIC PLAN:

Theme # 1

- **Build a safe, connected, caring and active community**

Theme # 4

- **Foundational: Advance organizational capacity and effectiveness**

BACKGROUND:

The West Lincoln Community Centre opened in February of 2019. In July of 2019, Township Administration was approached by West Niagara Minor Hockey Association (WNMHA) to begin discussions regarding the operation of the concession stand. In addition to our Township facility, WNMH also approached the Town of Lincoln and the Town of Grimsby to operate the concession stands located in their community centre/arena facility.

Based on discussions between the municipalities, Township Administration learned that both Grimsby and Lincoln have had various challenges with securing private vendors to operate the concession stands successfully throughout the years. As such, all three municipalities continued discussions with WNMHA with an objective to establish and provide a viable business partnership to operate the concession stand facility in each arena.

The goal and mission was to operate a safe, effective, and profitable concession stand with community and youth focus in mind resulting in contributions going towards helping reduce the cost of youth registration for Minor Hockey in West Niagara.

All three municipalities were in favour of pursuing this arrangement and a proposal was then submitted by WNMHA. The municipalities worked together to develop a Concession Stand Lease Agreement, which was duly executed in November of 2019, between the Township CAO and WNMHA. The term of this Lease Agreement was for a one-year period.

With the closure of the concession stand during 2020, 2021, and a portion of 2022, a new lease agreement was executed in November of 2022 and 2023, with each agreement lasting for a one-year term. Revisions were made to these lease agreements to allow WNMHA to sublease the concession stand to allow them with an option / opportunity to partner with a local food vendor/business due to challenges that the Hockey Association was facing with operating the facility with volunteers from their organization.

CURRENT SITUATION:

The current Concession Stand Lease Agreement between the Township and West Niagara Minor Hockey Association now needs to be renewed for another year. The current agreement and arrangement is working well for both parties.

Administration is seeking Council approval to renew this lease after a review was done to ensure both parties are adequately satisfied with the agreement. The lease agreement will be renewed annually, to provide both staff and the WNMHA the ability to review the terms each season.

FINANCIAL IMPLICATIONS:

The lease agreement contains a clause in which the Lessee (WNMHA) shall pay an annual rent to the Township, which will be due and payable at the end of the lease term.

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the Clerk's Department and the CAO.

CONCLUSION:

The current Concession Stand Lease Agreement between the Township and WNMHA is up for renewal. The current agreement and partnership is working well and benefiting both parties. Administration is seeking Council approval to renew the Concession Stand Lease Agreement between the Township and WNMHA.

Prepared & Submitted by:

Mike DiPaola, P.Eng
Director of Public Works & Recreation

Approved by:

Truper McBride
Chief Administrative Officer