

**ICE RENTAL RATES, COMMUNITY HALL RENTAL RATES, BAR CLOSURE, WINE SERVING POLICY AND PARK RENTAL RATES.**

**EFFECTIVE DATE: August 25<sup>th</sup> 2020**

- AIM:**
- 1) To define a policy for ice rental rates at the St. Isidore Arena;
  - 2) To define a uniform policy for Community Hall rental rates;
  - 3) To define a policy for the purchasing and serving of wine in the community halls during activities.

**1. ICE RENTAL RATES FOR THE ST. ISIDORE ARENA**

**Adult Hockey**

9:00 a.m. to 5:00 p.m. during the week	\$125.00/hr. + HST
After 5:00 p.m. during the week and on weekends	\$195.00/hr. + HST

**Minor Sports Organizations**

Eastern Ontario Cobras, Eastern Ontario Wild Rep. B, Minor Hockey Associations (other than St-Isidore) St. Isidore Junior "C"	\$150.00/hr. + HST
---	--------------------

<b>St-Isidore Minor Hockey Association</b>	\$140.00/hr. + HST
--	--------------------

**Tournaments and Shows**

St-Isidore Minor Hockey Association, and Franco Tournament (High School)	\$125.00/hr. + HST
Parish tournament	\$125.00/hr. + HST

**Schools**

Secondary School	\$125.00/hr. + HST
Primary School	\$ 45.00/hr. + HST

**Summer/Spring Ice Rentals**

August – mid September / April & May	
After 5 pm and on weekends	\$195.00/hr. + HST
9- 5 pm during the week (with the exception of holidays)	\$125.00/hr. + HST

**Drop-in**

The municipality reserves the right to cancel drop-in rentals should a league wish to rent the ice	\$19/hr./person +HST
--	----------------------

**Deposit & Payment:**

For ice rentals a damage deposit of \$500.00 may be requested to be paid upon signing of the rental agreement. If there is no damage to the dressing rooms, washrooms or any other area of the arena, it will be refunded at the end of the season. The deposit shall be kept if there is any sort of damage caused by the rentor.

All ice rentals must be paid in advance. In the case of minor hockey associations that have rental contracts for the season, postdated monthly cheques must be received before the start of the rentals.

## **2. DEFINITION OF SMALL HALL & LARGE HALL**

For the purpose of this policy, the definition of a small hall is a maximum capacity of 200 people or less and the definition of a large hall is a capacity of 201 people or more.

### **List of small halls & maximum capacities**

Fournier Community Centre - 149, ½ rental of Limoges Community centre - 200, ½ rental of St-Albert Community Centre - 200, the seniors hall in the Caledonia Community Centre - 60, small hall in Caledonia Community centre - 40.

### **List of large halls & maximum capacities**

Caledonia Community centre – 452, St-Albert Community centre- 569, St-Isidore Recreation Centre – 469, Limoges Community Centre - 450

## **3. COMMUNITY HALL RENTAL RATES**

An additional charge of \$30 + HST will be added to all hall rental rates until further notice, this charge is to help offset the additional cost of disinfecting product & equipment and staff cleaning time during the Covid-19 pandemic.

### **UNIFORM RENTAL RATES FOR HALL AND ARENA SURFACE**

<b>PRIVATE ACTIVITIES</b>	<b>LARGE HALL &amp; SURFACE</b>	<b>SMALL HALL</b>
Meetings & Parties	\$303.62 + HST	\$151.81 + HST
Weddings	\$364.34 + HST	\$182.17 + HST
Funerals	\$214.36 HST	\$151.81 + HST
Showers ( wedding, baby)	\$303.62+ HST	\$151.81 + HST
Kitchen (kitchen use only – not with hall)	\$ 60.73+ HST	\$60.73 HST
Arena Ice Surface (Per hour summer season)	\$ 48.58 +HST	
Sports Bar - St-Isidore arena – off season		\$121.45+ HST
Conference room – St-Isidore centre, St-Albert centre Rental of 4 hours or more		\$30.37 + HST \$60.73+ HST
Sports activities in any hall (line dancing, yoga, volleyball) organized by an individual or group for a profit.	\$48.58 + HST for the 1 <sup>st</sup> hour \$42.51 + HST consecutive hour	\$24.30 + HST for the 1 <sup>st</sup> hour \$18.22 + HST consecutive hour
Sports activities in any hall (line dancing, yoga, bean bag toss, volleyball) organized by a group (not for profit).	\$44.17 + HST for the 1 <sup>st</sup> hour \$38.64 + HST consecutive hour	\$22.08 + HST for the 1 <sup>st</sup> hour \$16.56 + HST consecutive hour
Auction – commercial or private fee applicable to all halls & arena floor	\$607.25 + HST per day	\$607.25 + HST per day

- The hall rental rate for the Limoges Recreation Centre (St Viateur) shall be set at \$728.69 + HST for activities where the rental group wishes to keep the profits of the bar. ***It is the rental group's responsibility to apply and pay for the permit.*** The price of \$728.69 includes the kitchen and cleaning of all premises. The renter shall follow the Municipal Alcohol Policy entirely and provide proofliability insurance.
- The rental rate for the St-Isidore arena floor shall be set at \$1214.49 + HST for activities where the rental group wishes to keep the profits of the bar. The price of \$1214.49 includes the cleaning of the premises. The renter shall follow the Municipal Alcohol Policy entirely and provide proof of liability insurance.
- For facilities with a permanent liquor license permit it is not an option to rent the hall and keep the profits of the bar.

#### **4. NON-PROFIT GROUP CRITERIA, FUND RAISING ACTIVITIES & MEETINGS**

<b>PUBLIC ACTIVITIES, FUND RAISING, SOCIAL EVENTS *see criteria listed below to qualify for these rates</b>	<b>LARGE HALL</b>	<b>SMALL HALL</b>
Community dinners (monthly contract)	\$71.98 + HST	\$71.98 + HST
Nation non-profit groups - fund raising activity ( max. 3 times per year)	\$108.24 + HST	\$71.98 + HST
Monthly contracts; rentals lasting more than 2 days ex: festivals, les fermières	To be negotiated by the manager & recreation coordinator	To be negotiated by the manager & the recreation coordinator
Regional non-profit groups with members in the Nation ex. Cancer society, PRSAC	\$180.23 + HST	\$90.12 + HST
Provincial Members of Parliament & Federal Deputies for non partisan activities such as public information sessions & recognition of volunteers – (max. 3 times per year)	No charge	No charge

**\*\*Non-profit organizations should meet the following criteria in order to be eligible for the Nation non-profit group rental rates:**

1. Provide evidence that there is an active Board of Directors and willing to provide a copy of the constitution/terms of reference for the organization.
2. The non-profit group must be based in the Nation Municipality.

3. The activities organized by the group must be accessible and inclusive and should benefit municipal residents not only the organization's members.
4. The organization may be asked to provide audited financial statements and a copy of their incorporation, charter documents and/or charitable number.
5. The non-profit group must be able to clearly demonstrate how their organization gives back to their community – either through financial funding, volunteer work etc.

In order to encourage and support these local groups, approved non-profit groups will be allowed to hold monthly meetings in their local community centres.

**Definition & time frame of a meeting:** A meeting will be defined as a gathering of members and restricted to under 20 people in attendance and a maximum of 3 hours. All meetings must be held in the small hall or conference room and reserved through the Nation Municipality reservation system.

**Frequency:** Each local non-profit group will qualify for 1 meeting per month for free. Two additional free meetings may be requested & approved within the calendar year for special activities.

**Keys & Access:** Two designated members from each approved non-profit group will be given a key & security code for the alarm system to the community centre. Only these members may use the security code & key to enter the building and at no time may the key or code be lent to any other person or used for any other access rather for a meeting.

**Fees:** A one-time (non-refundable) fee of \$50 + HST will be charged to the non-profit group for the keys & the codes. Should a key be lost than the member will be charged an additional fee of \$20 + HST & also be given a new security code.

**Responsibilities:** The designated members will be responsible for opening and closing the building after the meetings and ensuring that the building is locked and the security system armed.

The group is responsible for placement of their own tables and chairs and ensuring that the meeting room is left clean and in the same condition that it was found or a \$25 + HST cleaning charge will be applied. Should staff members be required to do a setup of tables & chairs prior to the meeting than regular rental fees will be charged.

**Restrictions:** It is strictly prohibited to bring or serve any alcohol at a meeting. The Nation Municipality reserves the right to remove keys from members or approved groups should the above noted rules not be respected.

**Storage Option:** Should the community centre have the capacity for storage and the group would like to rent a storage space than an additional charge of \$150 + HST per year will be charged for storage.

**Exception:** The associations of St-Isidore Minor Hockey, The St-Isidore Junior C and the Eastern Ontario Cobras will have a storage area in the St-Isidore arena at no charge.

**Seniors & other groups:** who sign leases for yearly rents in halls will continue to do so and not be affected by this policy. They will continue to have unlimited access to their locals or in the case of the Fournier hall, St-Bernardin hall and Limoges Annexe, limited access but first priority for their activities.

## **5. BAR SERVICE FEE**

- Should the renter wish to have the bar open during an activity a bar service fee of \$100 + HST will be charged.
- Nation & regional non-profit groups recognized by the municipality will be reimbursed the bar service fee if gross sales for the bar and restaurant exceed \$500 for the activity.
- All hall bars will close at 1 am and guests must have vacated the premises within 45 minutes of the bar closure; an exception will be made on New Year's Eve when the bars will remain open till 2 am.
- The renter may request that an exception be made to close the bar at 2 am. A written request specifying that a light lunch will be served before midnight must be submitted for Council's approval at least one month prior to the event.
- The Municipality reserves the right that the manager of the hall may close the bar at any time during the event should the situation merit it.

## **6. DEPOSITS & PAYMENT**

- The Municipality reserves the right to request that the renter pay a \$500.00 damage deposit upon signing the rental agreement which shall be refundable at the end of activity if no damage is incurred. The Municipality also reserves the right to require that OPP or security personnel attend an event should it be deemed necessary. All costs related to security will be paid for by the renter.
- A non-refundable deposit of \$50.00 will be required within 30 days of reserving to guarantee the hall rental. **For December 25<sup>th</sup>, December 31<sup>st</sup> and January 1<sup>st</sup> the total hall rental will be required as a deposit. In the case of a cancellation, the renter will only be reimbursed should the hall be rented to another individual.**
- The total amount of the rental fee is payable 30 days in advance if to be paid by cheque. If the renter wishes to pay by cash the total amount should be paid 5 days in advance of the activity.

## **7. SENIOR GROUPS & CORDE A LINGE**

- Nation Seniors Groups shall be charged \$500.00 per year + HST + yearly cost of living for the rental of their halls (St. Albert, St. Bernardin, Fournier, St-Isidore, Nation Area Seniors, Limoges). The annual rental for the year 2005 will be \$500.00 plus cost of living, plus GST. Thereafter, the annual rental shall be established as the rental of the preceding year increased by the cost of living plus HST. The rental rate for 2020 will be 638.36 plus HST.

**Corde à Linge - St-Albert Community Centre**

- Contract for one year. The rental fee for 2008 was \$250.00 plus GST. The annual rental fee will be established as follows: the rental fee from the previous year plus the cost of living, plus HST. The rent for 2020 will be \$314.27 + HST.
- Access to the building 24 hrs / 7 days a week.
- The renter is responsible for the cleaning of their premises.

## **8. WINE SERVING POLICY**

### **All wine must be purchased from the Centre**

- Should the renter wish to serve wine during a meal to their guests it will be sold at cost plus 25% to the renter.
- The choice of wine must be provided to the manager at least three weeks before the activity.
- A deposit for the wine equivalent to \$3 per person is payable at least 30 days before the activity and the balance of the invoice payable the day of the activity. The renter will be issued a cheque within two weeks should the actual invoice for the wine be lower than the original deposit.
- The hall manager shall control the service of the wine. The renter may ask the caterer to put the wine bottles on the table or the staff from the centre will do it.
- The wine shall be limited to one bottle per three (3) people.

## **9. "OPEN BAR" POLICY**

- Should the renter wish to offer an "open bar" to their guests or some free drinks all beverages (alcoholic or other) will be purchased at the normal cost of the centre - \$5.25 per alcoholic beverage.
- The renter should advise the manager at least 7 days in advance of the activity. The hours that the bar is to be "open" should be specified by the renter as well as any limit that the renter wishes to spend.
- All alcoholic beverages must be purchased by the centre – no alcoholic beverages may be given out as samples nor provided by an independent manufacturer at a reduced cost to the renter.

## **10. HOCKEY TOURNAMENT WITH HALL RENTAL**

- An association hosting a hockey tournament may rent the large hall of the St-Isidore Recreation Centre at a special rate of \$150 + HST for two consecutive days during the tournament. An association hosting a one day tournament of 7 hours or more may rent the hall for \$150.00 + HST.
- Contact the Recreation Department for a copy of the tournament policy along with the applicable rules and guidelines.

**THIS POLICY SHALL REPEAL ALL RESOLUTIONS AND OTHER POLICIES PRIOR TO AUGUST 25<sup>TH</sup> 2020.**

**SCHEDULE OF RECREATION FEES & RATES**  
**EFFECTIVE DATE: AUGUST 25<sup>TH</sup> 2020**

**11. PROMOTIONAL & ADVERTISING OPPORTUNITIES**

4 x 8' promotional wall space inside arena	\$163.14 + HST
4 x 8' space at outdoor skating rinks	\$107.82 + HST
Sponsorship of public skating	\$280.17 + HST

**12. BOWLING HALL RATES – ST-ISIDORE RECREATION CENTRE**

Public bowling	\$2.66 + HST
Tournament/player/game	\$2.22 + HST
Leagues	\$7.97 + GST
Shoe rentals	\$0.89 + GST

**13. SPECIAL FOOD COVER CHARGE – SPORTS BAR ST-ISIDORE RECREATION CENTRE**

A food cover charge of \$35.40 + HST is charged when pizza or food from a caterer is brought into the sports bar for consumption. Reservations must be made with the manager and the fee paid prior to the date.

**14. TABLECLOTH & OTHER FEES - CALEDONIA COMMUNITY CENTRE**

Round table cloths	\$6.00 + HST
10' rectangular table cloths	\$10.00 + HST
White skirting 8'	\$15.00 + HST
13'	\$18.00 + HST
15'	\$20.00 + HST
Stages (4 x 8' sections)	\$10.00 + HST
Wine glasses	\$0.30 + HST
Cutlery & dishes (per place setting)	\$1.00 + HST

## **15. PARK FEES**

**Ball Diamond fees :** No rental fees are charged for the ball diamonds for regular season games, however the team that reserves the field will be responsible for the maintenance of the infield. Names & contact information of local people who do maintenance for the regular leagues is available at the time of reservation. The municipality is not responsible for any injuries related to the condition of the field or lack of maintenance thereof and this will be indicated on the contract.

**Ball Tournament fees:** a charge of \$100 + HST be charged per day for a team/league to hold a tournament. The team is responsible for field maintenance but the chalk powder for the lines will be provided by the Municipality for the tournament. In the case of Rodolphe Latreille park should the restaurant building be used a special rental fee will apply per day also.

**Rental of the restaurant building park Rodolphe Latreille:** The cost to rent the restaurant building is \$70 plus HST. In the case of a tournament, the building may be rented at a special price of \$50 + HST per day but the client is responsible for opening, closing & cleaning the building each day of the tournament. Municipal staff will only clean after the last day of the tournament.

**Use of park for private business:** Exercise classes in the park organized by an individual/business that charge fees to their clients (or private lessons) – shall be charged \$50 plus taxes per month to have the right to operate on municipal property. The number of courses per week or month is not limited.

**Use of hydro by a vendor:** In the case of a festival/ activity where a private vendor wants to use hydro, there is a charge of \$25 plus taxes per day for the connection.

## **16. DAY CAMP FEES – ST-ISIDORE PARK**

Monday – Friday 6:30 am – 5pm Beginning of July to 2<sup>nd</sup> last week of August  
8 week special = \$1080.00 per child, \$1000.00 for each additional child of the same family  
Weekly fee = \$150 per child

**THIS POLICY SHALL REPEAL ALL RESOLUTIONS AND OTHER POLICIES PRIOR TO AUGUST 25<sup>TH</sup> 2020.**