



## VILLAGE OF POINT EDWARD

SUBMITTED BY: Derek Lucas – Arena Lead Hand

### Arena Committee for the month ending December 31, 2020

#### RECOMMENDATION

THAT the Committee receive and file the Arena Monthly Report.

#### UPDATES FROM PREVIOUS MONTH

- N/A

#### WORK MANAGEMENT

- 3 Full Time Employees
- 1 Temporary Full Time Employee (Dec. 23,2020 was last day)
- 1 Full Time Employee on sick leave

#### EMPLOYEE TRAINING

- No specific training for the guys. Just our continued “matrix” from our own Village Health and Safety training.

#### FACILITY ACTIVITY

##### Ice & Floor Rental Activity

	PRIMETIME		NON-PRIME		<i>Note: Total Available hours shall include all hours that facility is open, and staff are in attendance and patrons could rent or make use of the facility. Statutory holidays, early closing or late opening or times when no staff are in the facility would not count towards available hours.</i>
	Hours	Percent	Hours	Percent	
<b>Booked</b>	173.5	83%	75	53%	
<b>Not Booked</b>	25	12%	41	29%	
<b>Ice Maintenance</b>	3	1%	6	4%	
<b>Unsalable</b>	7.5	4%	20	14%	
<b>TOTAL AVAILABLE</b>	<b>209</b>		<b>142</b>		

##### Factors that may be affecting the month of December numbers:

- Many leagues cancelled for the season.
- Ice times being blocked off for user groups to go back to 1.5-hour rentals.
- More rentals also increased unsalable ice due to gaps between times.
- Rink closing December 24, 2020 @ 2pm and Provincial lock-down starting on December 26, 2020.

##### Interior (excluding Concession Stand and Community Hall)

- General maintenance and sanitizing
- December 21<sup>st</sup> there was a power failure at the arena resulting the cancellation of 2 hockey league games (prime time ice). All appropriate personal were advised.



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### Community Hall

- Nothing to report.

### Concession Stand

- Nothing to report.

### Inspections

- Monthly fire extinguisher/AED inspections completed.
- Toromont in for semi-annual generator testing and service.

### Exterior

- 

### **IN-VENUE ADVERTISING**

- Received MNP advertising sign from Ask Guy. Installed on west wall December 23<sup>rd</sup>.

### **VEHICLES & EQUIPMENT**

- Blade change and regular maintenance completed on Olympia.
- December 11<sup>th</sup> had a broken connecting link on the Olympia horizontal auger chain. Repaired in house. Lost 1 prime time rental as a result.
- Re-installed and set-up original Olympia laser controller and sent "loner" back to Canadian Rink Services. (Program update).
- Missed in November report. Black and McDonald in twice for repairs. First repair was for compressor control panel fuse. Fuse was blown from possible power surge. Second repair was for circuit start relay on the brine pump.

### **CUSTOMER SATISFACTION**

- Lots of concerns surrounding the arena when the Provincial lock down was announced.

### **HEALTH & SAFETY**

- No issues to report.

### **SECURITY**

- No issues to report.

### **CAPITAL BUDGET**

- Nothing to report.



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### LOOKING AHEAD

- With the Provincial Lockdown in full affect, we will have to take a look at our Arena Reopening Plan to see what phase we will be in when the lockdown is over.

### CLOSING Comments:

December started out as another very busy month. The two weeks over Christmas holidays were booked to near capacity. We started to see some cancellation once the Provincial Lockdown was announced. After we were notified that the arena would be closing December 26, 2020 for 28 days, all user groups were contacted via email, phone, or text. Starting on December 25, 2020 the arena employees started doing daily checks on the facility and community hall 3 times daily on a rotational basis. All dressing room and non-essential heater thermostats were turned down along with most hot water tank heaters to try to save on energy cost during the shutdown. The compressors were also switched off the PLC to the Honeywell controller and reprogrammed to keep the ice at a warmer temperature to also try and save on hydro cost.

Derek Lucas