



**Date August 5, 2011**

**City Council  
Committee Report**

**To: Mayor & Council  
Fr: Colleen Neil Recreation Services Manager  
Re: Keewatin Concession Lease Agreement**

**Recommendation:**

That Council of the City of Kenora gives three readings to a bylaw authorizing an agreement between the City of Kenora and Wendy Brolly Andersen for the purpose of Food and Beverages Services at the Keewatin Memorial Arena for the term September 1, 2011 to August 31, 2014; and

THAT the Mayor and City Clerk be hereby authorized to execute the Agreement;  
and

THAT the appropriate by-law be passed for this purpose.

**Background:**

The City of Kenora requested proposals for the supply of food and beverage concession services for the Keewatin Memorial Arena. The purpose of the Food and Beverage Service is to ensure that the Keewatin Memorial Arena is providing quality services through food and beverage products to enhance the program delivery to the visitors of the facilities.

Proposals were to include, but not limited to, intended hours of operation, intended food and beverage menu, facility and equipment requirements, lease payments, proposed initiatives and special conditions.

Wendy Brolly Andersen was the sole applicant to submit application and meet the requirements of the request for proposal. The proposed lease amount is \$300.00 per month (261.00 + 39.00 HST) for the fall, winter, and spring ice season with accommodations made for special events and facility closures.

**Budget:**

The approved lease amount will be put into the 2011-operating and the 2012 proposed operating budget.

**Communication Plan/Notice By-law Requirements:**

Wendy Brolly Andersen  
Mayor and Clerks Office  
Recreation Services Manager