

Canteen Services Kingsville Arena Complex

Parks, Recreation and Facilities

Status/ Timeline

Since early 2022 (after Covid), the Parks, Recreation and Facilities Department has been searching for a canteen vendor to provide service:

- Early 2022- Request For Proposal posted with no interest from vendors
- June 2022- Vendor was secured and backed out last minute
- Summer 2022- Had food truck services when available
- Fall 2022- Had multiple meetings with potential candidates, with no success
 - Reached out to local companies, marketing posters, social media posts and emails to user and service groups

Status/ Timeline

- December 2022 – Secured Vendor
- January 2023 (End) – Vendor opened for service
- August 2023– Town and vendor part ways, due to lack of service available to the community
- August 2023– Multiple emails sent and meetings conducted to user and service groups about taking over the canteen service
- September 2023 – No Canteen Vendor

Options

Option 1: Continue to search for an outside vendor and potentially delay service to the community

Option 2: Permanently close Canteen and install more vending machines

Option 3: Operate Canteen by hiring new staff

Option 2

Permanently Close Canteen and Install More Vending Machines

- Bring in additional vending machines to provide options such as:
 - Snacks
 - Drinks
- Can keep this done in house or contracted out – reviewing what these options look like and cost
- These would be housed throughout the lobby and canteen lobby

Option 3

Operate Canteen by hiring new staff

- Hire a “Canteen Coordinator” to run the canteen services and support with 1-2 students
 - Staff would be responsible for operation of canteen throughout winter and summer months (specific months and hours)
 - Staff would be responsible for facility cleanliness
 - Staff would be responsible for ensuring supplies are stocked
 - Staff would be responsible for hiring, training and scheduling student staff
- Offer basic canteen options with the potential to license the canteen for alcohol

Option 3

Operate Canteen by hiring new staff

- Cost
 - Canteen Coordinator (24 hours per week/ 52 weeks per year at \$25/ hour) would be approximately \$42,000 per year
 - Student support to assist (8 hours per week) would be approximately \$8,500 per year per student
 - Equipment certification and required operational licenses/ certification cost at approximately \$1000 per year
 - Sales vs. Cost of goods sold – assuming break even
- For reference the last Canteen Vendor did \$13,500 in gross sales over a half year, which does not account for supplies or staffing

Thank you, Questions?