

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low
Submitted by:	Teresa Behan, Deputy Director Community Services tbehan@cobourg.ca	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
Meeting Date:	October 4, 2021		
Report No.:	Community Services-065-21		
Submit comments to Council			

Subject/Title: Cobourg Concert Hall Reopening

RECOMMENDATION:

THAT Council direct staff to reopen the Concert Hall located in Victoria Hall for Monday, November 1, 2021 to accommodate potential weddings, holiday shows and concerts as the province gathering restrictions are reducing; and

Further THAT the cost to open will not exceed \$ 2,500.00 to restock the bar.

1. STRATEGIC PLAN

N/A

2. PUBLIC ENGAGEMENT

This report is placed on the agenda ten days in advance of the Council Meeting.

3. PURPOSE

As discussed during the 2021 budget process, the Concert Hall at Victoria Hall was to remain closed for the year. However, it was also discussed that if COVID-19 restrictions were reduced, and the Concert Hall was rented on a cost recovery basis that staff could bring a memo to council for permission to rent the space.

4. ORIGIN AND LEGISLATION

As the result of a request to host a wedding on Saturday, November 27 and that the facility could accommodate annual holiday shows and concerts, staff are reviewing options to reopen the Concert Hall at this time.

5. BACKGROUND

With the Province implementing the Reopening Ontario and entering Step Three on July 16, 2021, user groups have requested that the Concert Hall be reopened for the remainder of 2021. Staff are requesting the hall to be reopened on November 1 to allow for time to get everything back in order including the bar area and Box Office.

Local residents have requested to rent the Concert Hall on Saturday, November 27, 2021 for a wedding and will have both the ceremony and reception in the space.

Throughout the months of November and December the Concert Hall could see the return of annual holiday concerts and events which would be on a cost recovery basis.

6. ANALYSIS

Under the Reopening Ontario Act: Ontario Regulation 364/20 the current total number of members of the public permitted to be in an indoor portion of the rentable event space at any one time must be limited to the number that can maintain a physical distance of at least two metres from every other person/household in the space and may not exceed 50 per cent of the capacity of the space.

The total number permitted in the Concert Hall would not exceed 50 per cent of the pre COVID-19 capacity set at 160 people. The space will be configured so those seated at different tables are separated by at least two metres.

As per the contract with the Concert Hall, event organizers will be responsible for recording the name and contact information of every person who attends a wedding or event in the Concert Hall and will maintain the record for a least one month from the day of the event. This information will be shared with Concert Hall staff 48 hours prior to the event. The person responsible for the event shall require each person entering the venue to provide proof of identification and of being fully vaccinated against COVID-19 prior to the event.

Masks will be mandatory at all times while inside Victoria Hall unless seated at a table.

A full COVID-19 plan will be discussed with event organizers on a case by case basis noting that the recommendations put out by Public Health are subject to change.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

The decision for the Concert Hall to remain closed during 2021 was made during budget deliberations after considering public health regulations and stay at home orders. As a result, there was no cost to the 2021 budget.

Due to the COVID-19 pandemic the staff at the Concert Hall had to liquidate all consumables from the bar due to expiration dates. This means that the bar will need to be restocked on an event basis. Restocking costs of approximately \$2500 are anticipated with a cost recovery to the renter along with all requirements to host an event in the Concert Hall (i.e. Security, rental of equipment and any other facility fees).

Department staff are recommending the reopening of the Concert Hall for next year and will bring these recommendations forward in the 2022 budget deliberations. Staff will also be reviewing pricing and markups to increase the profit margins. The review will align with the timing of the other user fees study.

Staffing costs can vary depending on full time/part time status and hours of events. Due to the COVID-19 pandemic Concert Hall staff were redeployed and/or have retired. We would not fill these positions for the remainder of 2021 using our existing redeployed staff to deliver events.

To stock the bar the cost is estimated to be \$ 2,500.00 but will be based on demand and consumption, and costs are recovered through purchases.

8. CONCLUSION

THAT Council direct staff to reopen the Concert Hall located in Victoria Hall for Monday, November 1 to accommodate potential weddings, holiday shows and concerts as the province gathering restrictions are reduced.