



Town of Arnprior Staff Report

Subject: User Group and Public Space Use – Nick Smith Centre Arena Revitalization Project

Report Number: 25-02-24-04

Report Author and Position Title: Graeme Ivory, Director of Recreation

Department: Recreation

Meeting Date: 24 February 2025

Recommendations:

That Council receive report 25-02-24-04 as information.

Background:

As part of the design option process for the Nick Smith Centre Arena Revitalization project, staff met and consulted with our primary user groups to discuss facility and space needs. During those discussions, most user groups were excited by the new design, additional storage space and comfortable with not having a dedicated office space if they would continue to have access to space for things like meetings and tournaments.

The Arnprior Packers did communicate they would prefer to maintain their own office space. The Packers brought a delegation to the December 9, 2024, Regular Meeting of Council to discuss their operations and highlight their desire for their own office space. The Packers have noted that they would be willing pay a fair rate for the space and wished that to be part of their lease agreement. They indicated that they have camera equipment currently stored in their office space and that they often hold important meetings with scouts, etc., in this space.

The following charts provides a breakdown of existing space allocation followed by the proposed space allocation when this project is completed.

Table 1. Storage Space Allocation

Location	Existing Space (Square Feet)	New Space (Square Feet)
Storage Space		
Minor Hockey Storage (1.5 Rooms)	318	280
Arnprior McNab Ringette Storage (1.5 Rooms)	169	232
Arnprior Packers Storage	212	230
Arnprior Figure Skating Storage Room	N/A	229
Arnprior Rivermen Storage Room	N/A	227
Town of Arnprior Storage Room	N/A	313
TOTAL STORAGE SPACE	699	1,511

Table 2. Office / Meeting Room Space Allocation

Location	Area (Square Feet)
Current Space Allocation	
Arnprior Minor Hockey Office	268
Arnprior Packers Office	331
Arnprior Figure Skating Office (Note: Used as storage space also)	219
Arnprior McNab Ringette Office	N/A
Arnprior Rivermen Office	N/A
Town of Arnprior Office Space	N/A
TOTAL STORAGE SPACE	808
New Space Allocation	
Lower Level Meeting Room	241
Lower Level Staff Office (TOA)	243
Upper Level Meeting Room #1	393
Upper Level Meeting Room #2	254
Upper Level Mezzanine	1320
TOTAL OFFICE SPACE	2,451

As part of the Recreation and Parks Master Plan, deficiencies in public meeting space and programmable space were identified. Through the Nick Smith Centre Arena Revitalization Project, new spaces will support both the needs of the general public and the requirements of our primary user groups and special events.

The intention of these new spaces would be as follows:

- Storage rooms (5) will be allocated to our primary user groups (Arnprior Figure Skating Club, Arnprior McNab/Ringette Association, Arnprior Minor Hockey Association, Arnprior Packers Hockey Club, Arnprior Rivermen). Lease agreements would be in place for these areas and fees have been set in the User Fees and Charges By-Law.
- The Public Mezzanine would be available for general use throughout the day, but can be booked for private use and Town programs that do not conflict with game days or

tournaments. Fees for this space have been outlined in the User Fees and Charges By-Law. Ensuring free access to user groups during their rental periods would be outlined in their User Agreement with the Town of Arnprior.

- The Meeting Rooms would be available for booking by the public as well as the operation of Town programs. Fees for these spaces have been outlined in the User Fees and Charges By-Law. Ensuring free access to user groups for board meetings, special events and tournaments would be outlined in their User Agreement with the Town of Arnprior.

Discussion:

The Nick Smith Centre Arena Revitalization project presents an opportunity to provide an enhanced, accessible and equitable user experience on and off ice. Off the ice, this project will provide varying degrees of flexible space for meetings, programming, events, storage and improved public viewing areas.

With several primary user groups that require access to various facility amenities, the growth in Town programming and the anticipated growth of user groups and the general population, it is important that we consider the broader needs of all groups and the general operations of the Nick Smith Centre. The new amenities that this project will deliver should ensure that all groups can equally benefit and have access to them, as needed.

To adequately assess the request of the Arnprior Packers Hockey Club, staff have reviewed the agreements and operations that other municipalities have in place with their respective Junior A and/or Junior B hockey clubs.

As evident from this review, every team has varying arrangements with their municipal facility, and many are contributing through leases and/or capital investments into the facility.

Staff feel confident that the additional storage space being provided to the Packer organization can accommodate their storage needs, and if not, would consider installing secure storage within meeting space in the future. Furthermore, again, staff are confident that meetings required to be held by the organization can be accommodated in the meeting space provided at their convenience. Available, accessible space for all organizations is the goal.

Some risks to consider regarding exclusive access to any of our facility assets include:

- Setting a precedence. Other user groups could also request a dedicated office space.
- Loss of sponsorship revenue.
- Loss of rental revenue.
- Loss of programmable space
- Loss of accessible space for other user groups / public groups.
- Loss of direct control of a Town amenity.

Ensuring that the needs of our user groups are accommodated can be achieved through non-exclusive access to a dedicated meeting room which could also provide heated space for the safekeeping of any technology or small items. This approach ensures equitable access to all our current and future user groups that could also extend beyond our ice users

to groups such as the Arnprior Bluefish Swim Club, as well as other frequent facility users like the Army Cadets and Special Olympics.

Next Steps:

- (1) Storage Space: Lease agreements will be prepared for User Groups outlined in Table 1 for dedicated storage space. Rental rates for storage space are included in the User Fees and Charges By-Law.
- (2) Office / Meeting Room: User agreements will be prepared for User Groups for non-exclusive access to meeting rooms to meet user needs based on continued consultation.

Exclusive use of office / meeting space for one group is not recommended as it would directly impact the available space to other User Groups and the public and is not equitable. While this will be a change for some user groups, the volume of new space will provide flexibility to meet their needs. Staff will continue to monitor usage and needs as the new facility becomes operational and over the 2025-2026 seasons.

Options:

Exclusive office space could be considered for specific user groups however this is not recommended. Ongoing discussions with all user groups will establish a full baseline of needs which can be included in user agreements to allow flexibility without impacting access for others and the public.

Policy Considerations:

Encouraging maximum use of these spaces aligns with the Town's strategic plan priority area for Community Well-being and Financial Sustainability by providing amenities that encourage healthy lifestyles and is fiscally responsible.

Section 8.0 (Priority Use Allocation) for the Recreation Facility Use policy outlines the priority sequence when allocating facilities. That order is included in the chart below:

Order	Organization/User
1	Town operated programs, activities and events
2	Registered Minor Organizations
3	Junior Sports Programs (competitive)
4	Registered Adult Organizations
5	Registered Community Organizations
6	Previous Year Users (Local)
7	Local Residents
8	Local Schools/Schools Boards

Order	Organization/User
9	For Profit/Commercial
10	Non-Local Residents

Financial Considerations:

The User Fees and Charges By-law includes fees for storage rentals and meeting room rentals. Revenues from these rentals from user groups and the public will help offset the operational cost of the Facility. Additionally, Nick Smith Centre meeting rooms are available to be sponsored at \$900.00 per year with a minimum commitment of 5 years.

Providing exclusive use of meeting room space to a specific group (not recommended) would result in lost rental and sponsorship funds. While a lease fee would help offset, there would likely still be lost revenues. Additionally, community groups that are looking for locations for meetings will have one less option for an affordable location.

Consultation:

As part of the design process of the Nick Smith Centre Revitalization Project, staff met with our primary user groups (AMHA, AMRA, AFSC, Arnprior Packers, Arnprior Rivermen) to discuss design options and user group needs.

Documents:

N/A

Signatures

Reviewed by Department Head: Graeme Ivory

Reviewed by General Manager, Client Services/Treasurer: Jennifer Morawiec

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski