

**THE CORPORATION OF THE MUNICIPALITY  
OF ST.-CHARLES**

**BY-LAW NUMBER 2011-16**

**BEING A BY-LAW “TO ADOPT RENTAL FEES AND CONDITIONS FOR THE ST.-CHARLES  
COMMUNITY CENTER, ARENA AND BALL FIELD**

**WHEREAS** the Corporation of the Municipality of St.-Charles deems it necessary to establish Rental Fees and Conditions for the St.-Charles Community Center, Arena and Ball Fields;

**NOW THEREFORE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF ST.-CHARLES HEREBY ENACTS AS FOLLOWS;**

1. That the rental fees for the St.-Charles Community Centre, St-Charles Arena and St. Charles Ball Field are as per the attached Schedule “A” forming part of this by-law;
2. That the list of eligible organizations available for rebates on hall rentals are as per the attached Schedule “B” forming part of this by-law;
3. That the conditions for the St.-Charles Community Centre and the St.-Charles Arena Hall are as per the attached Schedule “C” forming part of this by-law;
4. That by-law 2010-40 and all by-laws inconsistent with this by-law are hereby repealed;
5. That this by-law is deemed to take effect on April 18<sup>th</sup>, 2011.

**READ A FIRST TIME AND CONSIDERED READ A SECOND AND THIRD TIME AND PASSED IN  
OPEN COUNCIL THIS 18<sup>th</sup> DAY OF APRIL, 2011**

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MAYOR

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ACTING CLERK

## Schedule "A" to by-law 2011-16 of the Corporation of the Municipality of St-Charles

### RENTAL FEES (HST INCLUDED IN ALL RENTAL FEES)

<b>ST-CHARLES COMMUNITY CENTRE (CAPACITY 375)</b> Bookings must be made @705.867.2032 (Municipal Office) Hall Rental includes kitchen and access to hall before for decorating and preparing hall. Hall must be cleared by the next day of the event.	<b>RENTAL FEE</b>
1-day rental	\$475.00 per day
1 day rental-Fundraisers for qualifying organizations per list	\$370.00 per day
Municipal Organizations/Departments	No charge
Seminars/Information Sessions having an educational purpose	\$124.00 per day
Funeral (for duration of Funeral/Wake)	\$283.00
Funeral – Meals only	\$141.00
Refundable Deposit (on hall equipment/chairs/tables/kitchen/bar)	\$100.00

<b>ST-CHARLES ARENA (HALL CAPACITY 275)</b> Bookings must be made @705.867.2032 (Municipal Office) Hall Rental includes kitchen and access to hall before for decorating and preparing hall. Hall must be cleared by the next day of the event.	<b>RENTAL FEE</b>
1-day rental (includes mezzanine & lobby)	\$230.00 per day
Arena Lobby (when ice surface is not rented)	\$56.00 per day
Arena Lobby (St Charles Minor Hockey Banquet)	Free of charge
Arena Mezzanine (for an event when hall is not rented)	\$113.00 per day
Refundable Deposit (on hall equipment/chairs/tables/kitchen/bar)	\$100.00

<b>ST-CHARLES ARENA ICE RENTAL</b> Rent 5 times slots and get 6 <sup>th</sup> time slot at ½ price Bookings must be made @705.867.2813 Arena Rental includes <b>FREE</b> usage of a large boardroom/gym area which can be used for your dry-land training & meetings before or after your ice rental.	<b>RENTAL FEE</b>
Public skating (designated times)	Free of charge
St Charles Turbo Minor Hockey Teams	\$70.00 per hour
Rent 5 times slots and get 6 <sup>th</sup> time slot at ½ price	\$35.00 per 1 hour
1 hour ice rental	\$85.00 per hour
Rent 5 times slots and get 6 <sup>th</sup> time slot at ½ price	\$42.50 for 1 hour
Tournaments or Bonspiels minimum (12 hours)	\$70.00 per hour
Rent 5 times slots and get 6 <sup>th</sup> time slot at ½ price	\$35.00 for 1 hour
Summer Ice Surface –No Ice	\$28.00 per hour
Summer Ice Surface-Dances & Special Events	\$395.00 per day
Shinny Hockey	\$3.00 per person
Curling	\$5.00 per person
Skate Sharpening	\$4.00 per pair

<b>ST-CHARLES BASEBALL FIELDS (3 men's + 2 women's)</b> Bookings for fields must be made @ 705.867.2813	<b>RENTAL FEE</b>
St Charles Youth League	No charge
Men's & Women's League (season fee)	\$113 per team
Tournaments	\$17.00 per team
During tournament organizers must maintain their own lime marking for runners	entered in event
Tournament games (overflow from outside tournament)	\$22.50 per game
Rental of Field ( cost per field)	\$169.00 for weekend

## Schedule "B" to by-law 2011-16 of the Corporation of the Municipality of St-Charles

### ORGANIZATIONS ELIGIBLE FOR REBATES ON HALL RENTAL AT THE ST CHARLES COMMUNITY CENTRE

St Charles Fireman Association	St Charles Library Board
St Charles Minor Hockey	St Charles Curling Club
St Charles Bowling Association	St Charles Minor Ball
St Charles Parks & Recreation	St Charles Parish or Religious Groups (local)
Ontario Provincial Police	Special Events Committee for St Charles
Warren Horse Club	Knights of Columbus/Columbiettes
Sudbury East Soccer League	Sudbury East Economic Development Corporation
Sudbury East Planning Board	Lion's Club

**Note: A rebate maybe granted to other charitable or other organizations at the discretion of the Municipality.**

## **Schedule "C" to by-law 2011-16 of the Corporation of the Municipality of St-Charles**

### **COMMUNITY CENTRE HALL AND ARENA HALL RENTAL CONDITIONS:**

1. A \$100.00 deposit is required at time of booking and the deposit will be applied against the total amount owing. The balance is payable before the event is to take place.
2. For all events at the St Charles Community Centre Hall or the St Charles Arena Hall a refundable deposit of \$100.00 on hall equipment/chairs/tables/kitchen/bar will be required.
3. All persons or organizations renting the St Charles Community Centre hall, St Charles Arena Hall, arena mezzanine or ice surface will be responsible for the placing, clearing and cleaning of tables as well as ensuring that the hall equipment/chairs/tables/kitchen/bar equipment that was used is cleaned and stored properly.
4. If the municipality finds that the hall, hall equipment, chairs, tables, kitchen/bar/was not cleaned and stored properly the municipality will call the individual/organization for the equipment to be returned and/or cleaned properly. If the kitchen/hall is cleaned after the rental, the \$100.00 deposit shall be returned.
5. If the individual/organization when advised do not return to clean and/or return the equipment the municipality shall deduct the cost of cleaning or replacement value of the item will be deducted from the \$100.00 deposit.
6. When renting the St Charles Community Centre and the St Charles Arena Hall, individuals and organizations will be permitted to self-cater.
7. The proper "Application for Special Occasion Food Service Permit" must be applied through the Sudbury District Health Unit (705.222.9201) by the organizers of the event and they shall be responsible for meeting all the requirement and conditions of the "Special Occasion food Service Permit". A copy of such permit must be presented to the Municipality prior to the event.
8. For events serving alcohol the organizers must purchase "Party Alcohol Liability" insurance for each day of the event naming the Municipality of St Charles for coverage. The municipality of St Charles must be provided with a copy of the "Certificate of Insurance" prior to the event.
9. For events requiring round table cloths, they shall be rented at a cost of \$10.00 to cover the cleaning costs.
10. The menu price listing on "Food/Meals" provided for an event must be coordinated with the Parks & Recreation /Arena Canteen to ensure fair pricing by the event organizer and the Parks & Recreation/Arena Canteen.