



---

**TO:** Committee of the Whole

**FROM:** Jennifer Taylor, Chief Administrative Officer  
Jocelyn Holowaty, CRC

**DATE:** January 11, 2021

**RE:** **Rec Centre Kitchen**

---

**ISSUE:**

The Kitchen Auxiliary has put in many years of volunteer services for the Town of Wadena in managing the Recreation Centre Kitchen and the group has recently dissolved. Council needs to consider how the kitchen will be managed for the 2021-22 season.

**BACKGROUND:**

Recreation Centre Kitchen Policy P2019-005 clarifies the operation of the kitchen at the Wadena Recreation Centre. To keep ice rental rates low, the kitchen has been operated in partnership with volunteers from the community consisting of the Kitchen Auxiliary and regular user groups including Wadena Minor Sports, Wadena Skating Club, Men's Rec Hockey, Women's Rec Hockey and Wadena Wildcats Sr Hockey.

In 2019, Council attempted to tender out the kitchen due to issues meeting safe food handling requirements of public health and declining interest in volunteerism. There were no tender applications, so the Kitchen Auxiliary agreed to continue ordering supplies and managing the finances for one more year. In August 2020, Council decided to proceed with putting a tender opportunity out to the community for the Recreation Centre Kitchen instead of a volunteer run kitchen due to COVID-19 restrictions. There was interest, but no applications were received due to the unknown operating season. Council decided to not open the kitchen for the 2020-21 season but to revisit the decision when the restrictions let up. In the meantime, the Kitchen Auxiliary has dissolved and turned over all financials and funds to the Town.

**ALTERNATIVES:**

1. Tender the operations of Recreation Centre Kitchen.
2. Hire 1-2 seasonal Parks and Rec 1's to solely manage and run the kitchen.
3. Hire a seasonal Parks and Rec 1 to manage the kitchen and directly supervise volunteers from various user groups.
4. Create a Rec Centre Kitchen Board under the Town and recruit volunteers to operate and supervise volunteers from various user groups.
5. Do not provide a concession and continue to offer vending services.

---

---

**FINANCIAL IMPLICATIONS:**

Revenue from the kitchen is maximized using the volunteer model and has contributed an average of \$20,000 per year towards Rec Centre operations. Changing to a different structure will have significant impacts on the budget.

**ADMINISTRATIVE RECOMMENDATION(S):**

Administration requests direction from the committee on how they wish to address the operation of the Recreation Centre kitchen moving forward.

The Kitchen Auxiliary has dedicated their time and energy for the past 15 years, some of the members have been involved the entire time. Council may want to consider how the Town would show appreciation to the Kitchen Auxiliary volunteers which contributed approximately \$20,000 per year towards Rec Centre operations. Administration requests direction from committee of the whole as to how to acknowledgment of the former Kitchen Auxiliary for their years of service.