

**Municipality of Chatham-Kent**  
**Community Human Services Department**  
**Community Attraction and Leisure Services**  
**Information Report**

**To:** Mayor and Members of Council

**From:** Jeff Bray  
Manager, Parks and Open Spaces

**Date:** February 15, 2018

**Subject:** Notice of Motion Regarding Arena Dressing Rooms

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This report is for the information of Council.

**Background**

In 2017, the Chatham-Kent Cyclones AAA Hockey Team approached administration requesting a home arena with a dedicated dressing room. Staff reviewed dressing room inventory in all Chatham-Kent arenas and determined that two smaller dressing rooms in the Ridgetown arena could be combined into one full dressing room to accommodate the Cyclones. The two rooms were used for storage and when needed, by girls playing on co-ed teams whose age required them to change in a separate dressing room. Due to the limited number of players requiring a separate dressing room from their team, staff felt that with some minor renovations to another room in the arena, both groups could be accommodated.

Prior to the Cyclones making Ridgetown their home arena, the arena had 39 hours of ice rental per week; 25 hours used by local residents and 14 hours used by out of town groups such as the Outlaws, Fillies, and a few men's teams. The Cyclones agreed to cover renovation costs of converting the two smaller rooms into one larger dressing room as well as the plumbing costs to ensure the dressing room had working amenities. The Cyclones also agreed to make the new change room available for common use during tournaments. The annual increase in ice rental from the Cyclones benefits the Ridgetown arena's bottom line, bringing an additional \$16,000 to the arena. Having a AAA hockey team in the arena also has potential for economic spin offs as teams from around the province now visit Ridgetown frequently during the hockey season.

As renovations began, a few unforeseen events occurred that not only resulted in some negative media coverage, it created frustration among a significant user group within the community. Construction delays, including required accessible washroom fixtures being on backorder, resulted in the coed players needing separate changing facilities being moved to a temporary room off the lobby. Poor communication and consultation

regarding this temporary move resulted in significant frustration and backlash from arena users.

Staff proceeded with required renovations to a new dressing room, as well as making both lobby restrooms accessible. The newly renovated dressing room is housed in the same area of the arena as the other dressing rooms. It is 15' by 8.5' and can accommodate 11 people. It has an accessible washroom and a shower. Currently the coed league has between three and four players who required a separate dressing room. The new room has ample space to accommodate this requirement. Attachment A shows pictures of the new dressing room. Although staff have sought female players' input into the decorating of the new dressing room, no input has been received to date. Arena staff have received many positive comments regarding the new dressing room.

### **Comments**

On January 29, 2018, Councillor Myer's Notice of Motion was approved as follows:

THAT Administration prepare an Information Report on dressing room usage at each arena in Chatham-Kent. That report to include: 1. Arena Dressing Room Analysis recently completed by staff; 2. The cost of renovations at Ridgetown Arena that were needed for a Girls' Dressing Room as a result of leasing a dressing room to the AAA Cyclones; 3. The value of the lease from the AAA Cyclones; 4. The policy/procedure that is followed when deciding to assign specific use for a dressing room; 5. A summary of current use, and recommendations of expansion of use, of an equity-lens in municipal decision making and policy development; and 6. This report to be available for the March 5, 2018 Council Meeting.

The dressing room usage analysis is attached as Attachment B. It should be noted that the Tilbury and Wheatley Figure Skating Clubs and the Oldtimers Team in Wallaceburg have dedicated dressing rooms that were grandfathered in prior to amalgamation. Exclusive dressing room use has been limited to Junior C and B teams until the addition of the Cyclones Junior C team. Exclusive use requires a lease and payment for the space. Of the exclusive users, only the Cyclones have agreed to allow their dressing room to be used by other players and teams during tournaments.

The costs incurred as a result of the new dressing rooms at the Ridgetown arena were split between the Cyclones and the Municipality. As previously stated, the Cyclones paid for and completed all renovations to their dressing room. The Municipality paid for the costs associated with renovating an existing room into a dressing room for players requiring separate change facilities. The cost to the Municipality was \$7,150.00, plus HST. The additional dressing rooms will benefit the arena and all user groups of this facility.

Council sets all fees associated with facility usage. At this time the approved fee for dressing room usage is set at 51 cents/ft<sup>2</sup> resulting in an annual lease amount of \$246.33 for exclusive dressing room use by the Cyclones at the Ridgetown Arena.

To staff's knowledge, the Cyclone's request for a designated dressing room space is the first such request of this nature. Staff cannot foresee a similar request being received in the future. However, if any group or team requests a dedicated or exclusive room, staff will conduct a complete review to determine if there is a dressing room available and discuss the impacts an exclusive dressing room would have on other user groups. Staff will also ensure there is a fulsome consultation and buy-in with all affected user groups prior to any changes being recommended. And finally, staff will ensure the request results in financial benefit to the arena and is an overall good business decision.

Attachment C documents arena usage across Chatham-Kent, over the last three years. Staff believe creativity, collaboration, and innovation will be required in the future to ensure all arenas remain sustainable.

Decision making and policy development by the Recreation Facilities team is guided by a combination of broader municipal policy, government legislation, training and adherence to municipal core values. The use of an equity lens will be a new addition to the decision making process. To identify how a program, policy or similar initiative affects population groups in different ways, the Chatham-Kent Public Health Unit utilizes the province's Health Equity Impact Assessment (HEIA). The HEIA tool that has been developed by the Ministry of Health and Long-Term Care with four key objectives:

1. Identify unintended potential health equity impacts of decision-making (positive and negative) on specific population groups;
2. Support equity-based improvements in policy, planning, program or service design;
3. Embed equity in an organization's decision-making processes; and
4. Build capacity and raise awareness about health equity throughout the organization.

By using this tool, the Health Unit can better address the needs of vulnerable or marginalized groups within the community through improvements in service delivery and program planning. The tool also assists with the identification of evidence-based mitigation strategies for unintended impacts of decisions as well as supporting the development of monitoring systems. The following links provide the full Assessment documents.

This link leads to the Government of Ontario Website where the HEIA tool can be found: <http://www.health.gov.on.ca/en/pro/programs/hea/>

This link leads to the Government of Ontario Website where the HEIA tool Public Health Unit Supplement can be found: [http://www.health.gov.on.ca/en/pro/programs/hea/docs/phu\\_supplement.pdf](http://www.health.gov.on.ca/en/pro/programs/hea/docs/phu_supplement.pdf)

In addition, the City for All Women Initiative, (CAWI), and the City of Ottawa have drafted several tools to assist municipalities and other organizations with equity assessments. The equity and inclusion lens asks stakeholders to consider diversity in

others and in ourselves to help understand how multiple factors can influence how organizations provide programs and make policy decisions. The guide also asks stakeholders to check assumptions and to ask about inclusion and the impact policy decisions have on different populations and user groups. The full text of these guides are available at the following link <http://www.cawi-ivtf.org/equity-inclusion/tools>.

Moving forward, the Recreation Facilities team will incorporate an equity lens to support their decision making, program planning, and policy development.

### **Consultation**

The Recreation Facility Supervisors assisted with the information in this report.

### **Financial Implications**

The cost of the new dressing room was \$7,150.00 plus HST, funded through the Ridgeway Arena operating budget. Ice rental revenues will increase by approximately \$16,000 per year.

Prepared by:

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Reviewed by:

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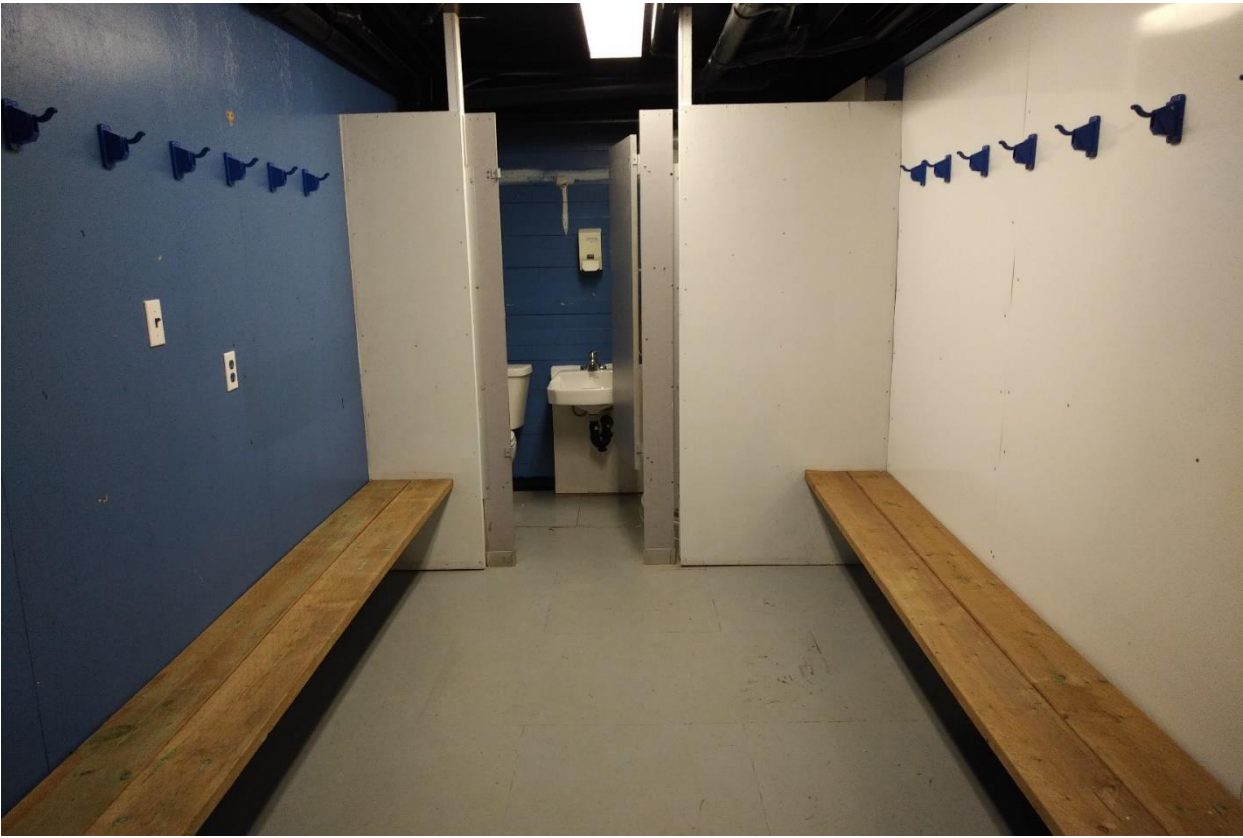
Dr. April Rietdyk, RN, BScN, MHS, PhD PUBH  
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Attachments: A – Picture of New Dressing Room  
B – Chart: Arena Dressing Room Analysis  
C – CK Arena Usage Hours Booked, three year comparison

c. Brian Bennett, Supervisor, Recreation Facilities, Chatham  
Jane McGee, Supervisor, Recreation Facilities, Wallaceburg  
Rob Veccia, Supervisor, Recreation Facilities, Tilbury/Wheatley  
Brad Tuckwell, Supervisor, Recreation Facilities, Bothwell/Dresden/Thamesville  
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Pictures of New Dressing Room



## Chatham-Kent Recreation Facilities

## Arena Dressing Room Analysis

Arena	Total # Dressing Rooms	# Common Dressing Rooms	Dedicated Dressing Rooms (others can use - no lease payment required)	Exclusive Dressing Rooms (no one else can use - lease payment required)	# of Girls Dressing Rooms
Blenheim	6	4	---	1 - Jr. C Blades	1 - 16.5' x 22' ➤ toilet; sink; 2 showers
Bothwell	5	5	---	---	One of the common dressing rooms is used for the girls - 20' x 20' ➤ toilet; shower; sink
Dresden	7	4	---	2 - Jr. C Kings	1 - 16' x 16' ➤ toilet; shower; sink
Chatham Memorial	7	5	---	1 - Jr. B Maroons	1 - 12' x 10 ➤ toilet; sink; shower
Chatham Thames Campus	6	5	---	---	1 - 15'x14' ➤ toilet; sink; 2 showers
Chatham WK Erickson	6	6	---	---	Not needed due to the number of common dressing rooms
Ridgetown	6	4	---	1 - AAA Cyclones **	1 - 15' x 8.5' (staff were able to take a wall out; now almost the same size as original room at 17' x 11') ➤ shower; toilet; sink
Tilbury	6	4	1 - Figure Skating Club *	---	1 - 20' x 24' ➤ washroom; shower
Wallaceburg	8	5	---	1 - Oldtimers * 1- Jr. C Lakers / Jr. C Red Devil Lacrosse	1- 13' x 23' ➤ washroom; shower
Wheatley	7	4	1- Jr C Sharks 1- Figure Skating Club *	---	1 -10' x 8' ➤ toilet; sink

\* "grandfathered" from before amalgamation

\*\* exclusive use (lease payment) but will allow room to be used for tournaments

**Chatham-Kent Arenas Usage**  
**Regular Season Arena Hours Booked - Three-Year Comparison**

	School Hours	Non-Prime Hours	Minor Hours	Prime Hours	Total Hours Booked
<b>Blenheim</b>					
2014-2015	51.50	79	1137	418	
2015-2016	52.00	81	1093	440	
2016-2017	42.50	68	1128	426	
	<b>146.00</b>	<b>228.00</b>	<b>3358.00</b>	<b>1284.00</b>	<b>5016.00</b>
<b>Bothwell</b>					
2014-2015	49.50	0	789	262	
2015-2016	28.50	0	601	266	
2016-2017	17.50	0	648	246	
	<b>95.50</b>	<b>0.00</b>	<b>2038.00</b>	<b>774.00</b>	<b>2907.50</b>
<b>Chatham Memorial</b>					
2014-2015	83.00	115	1309	465	
2015-2016	79.50	90	1291	485	
2016-2017	77.00	112	1214	410	
	<b>239.50</b>	<b>317.00</b>	<b>3814.00</b>	<b>1360.00</b>	<b>5730.50</b>
<b>Thames Campus</b>					
2014-2015	42.50	43	1680	263	
2015-2016	41.50	34	1563	269	
2016-2017	47.00	14	1539	220	
	<b>131.00</b>	<b>91.00</b>	<b>4782.00</b>	<b>752.00</b>	<b>5756.00</b>
<b>W.K. Erickson</b>					
2014-2015	113.50	30	1323	372	
2015-2016	92.00	29	1258	333	
2016-2017	61.50	8	1165	366	
	<b>267.00</b>	<b>67.00</b>	<b>3746</b>	<b>1071.00</b>	<b>5151.00</b>
<b>Dresden</b>					
2014-2015	66.50	5	1091	423	
2015-2016	76.50	0	1046	430	
2016-2017	30.00	19	1058	412	
	<b>173.00</b>	<b>24.00</b>	<b>3195</b>	<b>1265.00</b>	<b>4657.00</b>
<b>Ridgetown</b>					
2014-2015	72.50	0	994	224	
2015-2016	79.00	8	952	254	
2016-2017	113.50	0	848	218	
	<b>265.00</b>	<b>8.00</b>	<b>2794.00</b>	<b>696.00</b>	<b>3763.00</b>

	School Hours	Non-Prime Hours	Minor Hours	Prime Hours	Total Hours Booked
<b>Tilbury</b>					
2014-2015	0.00	36	1408	287	
2015-2016	10.50	39	1409	252	
2016-2017	0.00	29	1402	248	
	<b>10.50</b>	<b>104.00</b>	<b>4219.00</b>	<b>787.00</b>	<b>5120.50</b>
<b>Wallaceburg</b>					
2014-2015	46.50	48	1240	307	
2015-2016	48.50	35	1201	303	
2016-2017	51.00	55	1269	317	
	<b>146.00</b>	<b>138</b>	<b>3710.00</b>	<b>927.00</b>	<b>4921.00</b>
<b>Wheatley</b>					
2014-2015	35.00	1	1007	385	
2015-2016	32.50	0	848	358	
2016-2017	42.00	0	860	301	
	<b>109.50</b>	<b>1.00</b>	<b>2715.00</b>	<b>1044.00</b>	<b>3869.50</b>