



POLICY NAME:

Concession Policy

POLICY AREA: Recreation and Parks

POLICY NO: RP25-01

APPROVAL DATE: January 27, 2025

LAST UPDATED: March 24, 2025

Policy Statement

1. The Town of Tisdale Concession Policy ensures that concession operations during significant events in the RECplex are managed fairly and effectively. This policy supports the primary concession's operation while accommodating organizations hosting major events, fostering cooperation, and providing a high-quality experience for attendees.

Purpose

2. The purpose of this policy is to:
 - a) Outline the rules and guidelines for organizations or vendors hosting events that wish to operate an external concession in the RECplex.
 - b) Ensure the RECplex concession remains viable and supported as a core service.
 - c) Define the conditions under which external concessions may operate, maintaining fairness and consistency.
 - d) Provide clear parameters for menu offerings and operational practices to avoid conflicts and duplication.

Definitions

3. For the purposes of this policy, the following definitions apply:
 - a) **RECplex Concession:** The primary concession service operated by the Town of Tisdale within designated areas, offering a menu of food, beverages, and snacks.
 - b) **External Concession:** Any concession service operated by organizations or businesses in the RECplex, separate from the RECplex concession.

Scope

4. This policy applies to organizations and vendors that wish to operate an external concession service in the RECplex while the RECplex concession is in operation.
5. This policy applies to the following areas:
 - Arena
 - Curling Rink and associated lobby
 - RECplex lobby and meeting rooms
 - Exterior areas of the RECplex adjacent to these facilities
6. This policy does **not** apply to:
 - The Curling Rink Lounge
 - The John Barron Auditorium



Food Sales Restrictions

7. To support the RECplex concession:
 - a) Businesses are **not** allowed to sell food items currently offered on the RECplex concession menu except during times when the concession is closed during events.
 - b) All menus must be approved by the Recreation and Parks Director before any major event.

Concession Operations

8. **Operating Period**
The RECplex concession will operate during any major event held in the RECplex from **September 1 to April 30**.
9. **Satellite Concession**
The RECplex concession may establish a satellite concession in the most appropriate area of the lobby, in addition to operating from the regular kitchen.
10. **Non-RECplex Concessions**
Organizations or vendors hosting events may operate an external concession service in the RECplex under the following conditions:
 - a) The concession must operate within the space rented from the hosting organization.
 - b) Menu items must not overlap with those offered by the RECplex concession unless the concession is closed during the event.

Non-Profit Food Vendors

11. Organizations or vendors hosting events are permitted to invite non-profit food vendors to operate in the lobby, subject to the following conditions:
 - a) **Vendor Limitations**
Due to the limited power supply in the lobby, only one food vendor requiring refrigeration and heating will be permitted. The renter may provide additional power sources at their cost, with prior approval from the Recreation and Parks Director.
 - b) **Food Restrictions**
Vendors may sell food, beverages, and confectionary items not sold by the RECplex concession, such as fudge, cotton candy, etc.

Vendor Licensing Requirements

12. Food vendors must hold a valid business license with the Town of Tisdale unless they are a non-profit organization. This requirement does not apply to trade fair vendors.



Policy Administration

13. Organizations hosting events must submit their concession plans, including menus, for approval by the Recreation and Parks Director.
14. The policy will be reviewed annually to ensure alignment with community needs and operational goals.

Mayor

Chief Administrative Officer