



The Corporation of the Municipality of Wawa
Staff Report

Office of the Director of Community Services and Tourism

Prepared For: Council	Report No.: AP 2018-10
Agenda Date: October 9, 2018	File No.: 9.30, 9.31

Subject

This report concerns a fee waiver request received from the Minds in Motion program for their annual fashion show fundraising event.

Summary of the Recommendation

THAT the Municipality of Wawa does hereby grant a waiver of facility fees for the annual Minds in Motion Fashion Show held October 20, 2018.

Summary of the Issues

The Department of Community Services received a request for fee waiver from the Minds in Motion program. As this program offers free programming open to the community, with a focus on seniors, it is eligible and was granted a fee waiver to hold recreation programming at the MMCC. While the programming itself was eligible and meets many of the goals of recreation in our community, any fundraising for this program is not eligible for a fee waiver as granted by staff. This is able to, and was appealed to Council for a decision. This report reflects the benefits of this programming, as well as the drawbacks of offering the facility for free, and makes a recommendation with these considerations. It also reflects the need to update the facility fee waiver policy, as previously identified by staff.

List of Stakeholders

- Ratepayers
- Municipal Council
- Municipal Staff
- Local seniors

Respectfully Submitted By:

Prepared By:

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Purpose of Report

This report originates from a fee waiver request from the Minds in Motion program. It was able to be partially approved by staff, who granted a fee waiver for the programming portion of the waiver. This approval was not able to cover the fundraising event portion, and through an appeal to Council, this report was generated. As many seniors, as well as the overall community, benefit from this programming, it is an important part of the recreation offerings in our community.

Analysis**Program benefits and Fundraising requirements**

The Minds in Motion program serves a recreation need of the community through offering programming with a senior's health focus. Partnering with the LHIN, this program offers falls prevention and chair based classes as well as recreation therapy for those suffering with dementia. While some funding is offered through the LHIN, and the Municipality supports this programming by offering space at no charge, the majority of the revenue needed to cover the program costs are covered through fundraising. Therefore, any costs associated with this fundraising take directly from revenue that would be used for this program. For these reasons, there has been a request for special consideration in support of this program.

Policy Regulations and Schedule of Fees Considerations

Municipal Policy MM-010 states that any fundraising event is ineligible for any waiver of fees. Staff believe that in the spirit of the policy, when there is funds raised, there can be some offset through these funds to ensure that facility rental can be covered. There is also a separate line in the schedule of fees for each room in the facility for fundraising to allow for a slightly reduced rate over the normal special event rate. In many cases, however, any funds collected come directly out of potential programming in the community, which goes against the goals of the Department. This is offset by the costs of operating the facility, and thereby these issues become a judgement call by staff or Council instead of a systematic approach to these recurring issues. Staff then judge the positive impacts of the programming vs the loss in revenue to the facility to make a recommendation to Council.

Financial/Staffing Implications**Revenue Considerations**

During this event, if a fee waiver is granted, it would result in a loss of revenue of \$400.00 to the MMCC. This is offset by bar revenues, which for this event historically have been in the \$1000.00 to \$1500.00 range. There is a contrast here – as this cost to the event has a much more significant impact on the program than it would on the Municipal budget.

There are no other significant financial considerations for this event

Policies Affecting Proposal**MM-010 Waiver of Facility Fees**

As discussed herein, this policy is dated and requires a complete overhaul to make it functional given the current considerations in the community. Staff are in the process of this review and it is one of the first of many policies that CST staff seek to update.

Municipal Business Plan

Section 2.2.3 of the Municipal Business Plan directs staff to evaluate and revise policies so they better reflect the current Municipal mission and vision. As the core of the Department is geared towards supporting barrier free recreation opportunities within our community, staff must update the current policies to reflect this. Supporting events such as these fit better within the mission of the Department than is allowed for in the current policy.

Comments from Relevant Departments/Community and Corporate Partners

None.

Alternatives**Option 1: Do not approve the Waiver of Fees**

This option would have the Municipality not approve the waiver of fees and apply the schedule of fees to this event. This would have a negative impact on important community programming and is therefore **Not Recommended**

Option 2: Approve the Waiver of Fees

This option would have the Municipality of Wawa waive the fees for this event. This would not have a significant impact on Municipal operations or finances, and would have a positive impact on recreation programming in our community. For these reasons, as well as others identified in this report, this option is **recommended**.

Conclusion

By approving the waiver of fees, the Municipality will continue to support important recreation programming and enable partnerships within our community. It will use Municipal resources to continue to support this programming in ways that are within our current capacity.

Recommendation

THAT the Municipality of Wawa does hereby grant a waiver of facility fees for the annual Minds in Motion Fashion Show held October 20, 2018.

Attachments

Appendix 1: Waiver of Facility Fees Request