

**THE CORPORATION OF THE TOWN OF WASAGA BEACH**

**BY-LAW NO. 2022-57**

A By-law to adopt the revised Facility Rentals Fee Policy #4-6 and to repeal By-law 2019-80

**WHEREAS** pursuant to section 9 of the *Municipal Act*, 2001 S.O. 2001, chapter 25 a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** pursuant to section 8. (1) of the *Municipal Act*, 2001 S.O. 2001, chapter 25 the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** the Council of the Town of Wasaga Beach deems it necessary to revise the Facility Allocation Policy to assist the Recreation, Events & Facilities Department of the Town of Wasaga Beach in the allocation of facility rental time at all municipally owned indoor and outdoor recreation facilities, in a manner that is equitable, reasonable, and fair to all users;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WASAGA BEACH HEREBY ENACTS AS FOLLOWS:**

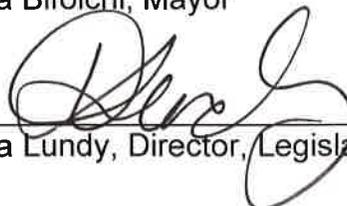
1. That BY-LAW NO. 2019-80 adopting the former Indoor Facility Rental Fee Policy for Community Organizations is repealed.
2. That the Facility Rentals Fee Policy 4-6, attached hereto as Appendix "A", be adopted.
3. That this By-Law shall come into force and take effect on January 1, 2023 following its final passing.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 29<sup>th</sup> DAY OF SEPTEMBER, 2022.**

**THE CORPORATION OF THE TOWN OF WASAGA BEACH**



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Nina Bifolchi, Mayor



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Dina Lundy, Director, Legislative Services & Clerk



THE TOWN OF WASAGA BEACH  
POLICY MANUAL

<b>SECTION NAME:</b> Financial Management	<b>POLICY NUMBER:</b> 4-6
<b>POLICY:</b> Facility Rentals Fee Discount Policy	<b>REVIEW DATE:</b> September 2027
<b>EFFECTIVE DATE:</b> January 1, 2023	<b>REVISIONS:</b> September 29, 2022
<b>ADOPTED BY BY-LAW:</b> By-Law No. 2022-57	<b>ADMINISTERED BY:</b> Director of Recreation, Events & Facilities

**PURPOSE**

The Town recognizes the contributions that community organizations provide to enhance the quality of life for the residents of Wasaga Beach. These contributions can be in the form of financial assistance to organizations or individuals, or by providing a service or program that enriches the life of those that benefit. In recognition of these contributions, Council acknowledges the importance of assisting by providing community groups with affordable facilities.

**SCOPE**

This policy has been developed to waive or reduce rental fees for community organizations renting Town owned facilities for certain activities and provides staff with the tools necessary to achieve levels of efficiency with clear direction to provide this service in a fair and equitable manner.

Organizations under this policy are defined as and include:

**“Community Health Promotion Group”** means a not-for-profit, public health organization that provides a program, service or financial contributions to the residents of Wasaga Beach related to the promotion, education or in support of health services and is free for public participation, such as Georgian Bay Family Health Team, Hospice Georgian Triangle, Healthy Communities Network, Simcoe Muskoka District Health Unit, Canadian Blood Services, etc.

**“Community Organization”** means a not-for-profit organization based in Wasaga Beach that provides a program, service or financial contributions primarily to the residents of Wasaga Beach on a cost recovery basis. Organizations providing benefits to their members only via membership fees are excluded from this policy (ie. Special Interest Groups, Business Associations, Political Groups, etc.).

**“Rental Fees”** means all Town fees associated with the rental of a facility inclusive of set up but excluding externally regulated fees collected by the Town such as SOCAN, Special Occasion Permits and Insurance.

**“Senior/Youth Organization”** means a not-for-profit organization based in Wasaga Beach that provides a program, service or financial contributions primarily to senior or youth residents of Wasaga Beach on a cost recovery basis such as Probus Clubs, senior/youth sports groups, schools, etc.

**“Service Club”** means a voluntary not-for-profit organization based in Wasaga Beach where members meet regularly to perform charitable works either by direct hands-on efforts or by raising money for other organizations. A service club is defined firstly by its service mission and secondly its membership benefits, such as social occasions, networking, and personal growth opportunities that encourage involvement, such as Wasaga Beach Lions Club, The Kinette Club of Wasaga Beach, Rotary Club of Wasaga Beach, Wasaga Beach Knights of Columbus, etc.

**“Special/Community Event”** means an event hosted by a not-for-profit organization based in Wasaga Beach that provides a program, service or financial contributions primarily to the residents of Wasaga Beach and has been designated a special/community event by the Community Services section of Coordinated Committee and is free for the public to attend.

**“Weekdays”** means the rental period from Monday morning until Friday at 5:00 p.m.

**“Weekends”** means the rental period from Friday at 5:00 p.m. until Sunday evening.

## POLICY

Under the Town's Fees and Charges By-law, the Town charges fees for the use of Town facilities. These fees are based on recovering the facility operating costs and includes set-up/take-down and staff time where applicable.

The following fee reductions are applicable to **indoor meeting room and event space rentals and associated setup/tear down fees**, and shall be applied for the specified organizations as outlined below:

### ***Community Organizations***

- Weekdays 60%
- Weekends 20%

### ***Service Clubs***

- Weekdays 70%
- Weekends 20%

### ***Community Health Promotion Groups***

- Weekdays 60%
- Weekends 20%

### ***Senior/Youth Organizations***

- Weekdays 70%
- Weekends 20%

### ***Special/Community Events***

- Weekdays 50%
- Weekends 50%

The following fee reductions are applicable to **soccer field and baseball diamond rentals** and shall be applied for the specified organizations as outlined below:

### ***Senior/Youth Organizations***

- Weekdays 40%
- Weekends 40%

The following fee reductions are applicable to **indoor arena ice rentals** and shall be applied for the specified organizations as outlined below:

### ***Wasaga Beach Minor Hockey Association & Wasaga Beach Figure Skating Club***

- Weekdays 21%
- Weekends 21%

The Town reserves the right to request additional information and/or confirmation of an organization's community status to ensure compliance with this Policy.

Regardless of any and all fee reductions/waivers, all organizations are subject to all Town policies and procedures for all facilities and parks including insurance coverage, alcohol risk management, etc.

The organization cannot apply for a Special Event or Grant Program funding (i.e. in kind donation) to further offset rental fees for the same event/activity that has already received a reduced/waived rental fee and must declare all previous fee reductions/waivers within the program application.

### **POLICY ADMINISTRATION AND REVIEW**

This policy shall be administered by the Director of Recreation, Events and Facilities. The Director shall report to the Community Services Committee on a quarterly basis on the fee reductions as part of the quarterly financial statements.

The applicant organization may appeal to the Community Services Committee by advising the Director of Recreation, Events and Facilities within five (5) working days of receiving notice of the Director's decision. If the event occurs prior to the appeal being heard by the Committee, the organization must pay all fees in full. If the appeal is successful, the amount of the reduced/waived fee will be refunded to the organization. The decision of the Community Services section of Coordinated Committee shall be final.

This policy will be reviewed every five (5) years or as required. Council reserves the right to terminate or amend this policy at any time. In the event of such an occurrence, any event already confirmed within the preceding twelve (12) months shall be entitled to the reduction/waiver as outlined within the existing policy.