

Report to Municipal Council



Meeting Date: October 16, 2024	Report Date: October 8, 2024
Reason Before Council: Policy Direction / Approval	Priority: Normal
Department: General Government	Type of Meeting: Regular Meeting

Report Title: Request from Connect 55+ Connect re: Community Centre

Recommended Resolution:

That Council review the request and recommend one (1) of the following options:

Options:

1. As a municipal program, the event is eligible for the fee to be waived (condition that all proceeds, along with receipts are submitted to the Treasurer to then be deposited in the Connect 55+ Connect account).
 2. Approve a fee sufficient to cover cost of cleaning and consumables of the hall (to a maximum of \$450-10%+HST)
 3. Deny request. The applicable rate to apply would be Daily \$450 (-10% +HST). Not recommended.
- Additional Liability insurance may be requested, but as there is no alcohol being served and it is a low-risk event, the event can be covered by municipal liability insurance as is the current meal program.

Analysis & Background:

The Connect 55+ Connect is a municipal program with the understanding that it is to be self sustaining financially and has complimentary use of a municipal kitchen facility. As this program is a municipal program, it would qualify for complimentary use considering the intended purpose is fundraising to help sustain the program. Similar to all rentals, it is expected that the hall is to be cleaned up after the event.



The following request has been received from the Connect 55+ Connect Program coordinator.

“Dear Mr. Turcot,

I hope this message finds you well. I am writing on behalf of St-Charles 55+ Connect to request the free use of the community center for an upcoming fundraiser event.

The event, scheduled for October 27th, 2024 will feature a variety of activities, including Halloween fun for kids, a Penny Sale, Porchetta Bingo, a free door prize draw, and a bake sale offering a selection of homemade treats like pies, muffins, cookies, and squares. Additionally, we will have a canteen open serving soups and sandwiches, all prepared by the dedicated members of St-Charles 55+ Connect, who will be volunteering their time for this event.

Given that this initiative supports a municipal program aimed at enhancing community engagement and well-being, we kindly request that the rental fee for the hall be waived. All proceeds from the event will directly contribute to the reserves of St-Charles 55+ Connect, enabling us to continue our valuable programming for seniors in our community.

We appreciate your consideration of our request and hope to receive your support in making this fundraiser a success. Thank you for your attention, and I look forward to your positive response.

Warm regards,
Lise Branconnier
Program Coordinator
St-Charles 55+ Connect”

From Fees By-Law:

“Conditions required to be exempt or pay a nominal fee (direct cost) from rental fees

- Significant majority of participants are under the age of 18 or over the age of 60 or event is geared toward any vulnerable group
- Event that has a portion of non-residents participating or adults between the age of 18 to 64 could be subject to a nominal
- That any fee charged is reasonable and for the direct delivery of the program itself
- Direct cost may include cost of lighting, staff time during event if required, increase in cleaning time and so on
- That a significant portion of the participants are from the Municipality of St.-Charles
- The event is not for profit
- The event promotes physical activity or mental health wellbeing
- The event is open to all residents in respective age groups



- The event is of general interest.
 - That cost to the municipality of maintenance, operation and capital is negligible or not compounding (i.e., lights / hydro use of existing equipment,)
 - Not affiliated with any religious or special interest group
 - Any fundraising activity must be for a Council approved purpose
 - That all safety equipment required for the specific sport is worn by all participants
 - That a certificate of insurance with a minimum of \$1 million dollars is provided.
- insurance waivers can be accepted in lieu for low-risk activities

All of the above conditions must be met to qualify for a reduction in rental rate
The Municipality reserves the right to amend or discontinue the rental fee reduction at its discretion

Municipal sponsored events and associated municipal groups and committees are exempt from the above conditions”

Attachments:

- Nil.

Prepared By: Denis Turcot, CAO