



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Patti Funaro, Director of Culture and Recreation

Department: Culture and Recreation

Date of Report: March 31, 2022

Report Number: CR-2022-10

Subject: Update to Policy for Waiving or Reducing Fees Related to Use of Town

Owned Facilities and Spaces

Recommendation

That the report of the Director of Culture and Recreation dated March 31, 2022 (CR-2022-10) regarding updates to the Policy for Waiving or Reducing Fees Related to Use of Town Owned Facilities and Spaces be received and that updates to the Policy be approved.

Report

The Policy for Waiving or Reducing Fees Relate to Use of Town Owned Facilities and Spaces was approved at the February 8, 2022 Council Meeting.

After that meeting, an error in the policy was identified. The purpose of this report is to correct the error and update the policy. The original policy identified the Parks, Recreation and Events Committee as having the authority to waive or reduce fees related to use of Town owned facilities and spaces. Requests for the waiver/reduction of fees shall be initially submitted to the Parks, Recreation and Events Committee for consideration and the Committee *may*:

- Request additional information;
- Make a recommendation to Council to approve the fee reduction/waiver request in whole, or in part; or
- Decline the request.

The Committee has no authority to approve the request as outlined in the Parks, Recreation & Events Committee Terms of Reference:

“The Parks, Recreation and Events Committee is an advisory committee to Council and does not have any delegated authority”.

Consultations

CAO

Deputy CAO

Director of Council Services

Financial Implications

Potential loss of revenue related to waiving or reducing fees associated with facility rentals

Prepared By:

A handwritten signature in black ink, appearing to read 'P. Funaro'.

Director of Culture & Recreation

Patti Funaro

Link to Strategic Goals

1. Enhancing organizational excellence - No
2. Strengthen the community's engagement with the Town - No
3. Grow and diversify the local economy - No
4. Build on our high-quality of life - No
5. Sustaining strong public services and infrastructure - Yes

Communications

n/a

Notifications

n/a

Report Approval Details

Document Title:	CR-2022-10 - update to fee waiving policy.docx
Attachments:	- Policy for Waiving or Reducing Fees Related to Use of Town Owned Facilities and Spaces.docx
Final Approval Date:	Apr 4, 2022

This report and all of its attachments were approved and signed as outlined below:


Chief Administrative Officer

Joe Milicia