



Request for Decision

Community Halls Report - Recommendation

Presented To: City Council
Presented: Tuesday, Jan 28, 2014
Report Date: Wednesday, Jan 22, 2014
Type: Managers' Reports

Recommendation

WHEREAS the Community Services Committee passed recommendation (CS2013-58) to establish a working group consisting of City of Greater Sudbury staff and Councillors to develop recommendations regarding the operations of municipal community halls, and;

WHEREAS the working group has developed five (5) recommendations regarding the operations of municipal community halls as contained within this report,

THEREFORE BE IT RESOLVED THAT the City of Greater Sudbury approve the five (5) recommendations as outlined in the report dated January 22, 2014, and;

THAT the 2014 Miscellaneous User Fee By-law be amended to reflect the changes recommended in the report dated January 22, 2014.

Finance Implications

The recommended changes will have no significant impact to the Leisure Services budget. There may be a marginal loss of revenue due to the harmonization of user fees, but any loss of revenue will be absorbed in the division's operating budget. Increased marketing may increase usage which could minimize the impact.

Background

A report on Community Halls was presented to the Community Services Committee on November 18th, 2013. At that time, the Committee passed a resolution (CS2013-58) to establish a working group consisting of staff and Councillors to develop recommendations regarding the operations of municipal community halls. A resolution (CS2013-57) approved a Request for Proposals (RFP) for individuals and organizations that might be interested in operating the halls on a contract basis, selecting four pilot sites (Capreol Community Centre/Arena, Falconbridge Recreation Centre, Onaping Falls Community Centre and Centennial Community Centre/Arena).

Signed By

Report Prepared By

Rob Blackwell
Manager, Quality, Administrative and
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Digitally Signed Jan 22, 14

Division Review

Real Carre
Director of Leisure Services
Digitally Signed Jan 22, 14

Recommended by the Department

Catherine Matheson
General Manager of Community
Development
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Recommended by the C.A.O.

Doug Nadorozny
Chief Administrative Officer
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The working group met on two occasions and previous reports and recommendations were reviewed and discussed. The working group concentrated efforts on the most recent recommendations from the November 18th report, and attempted to reach consensus on recommendations that could be readily implemented to increase usage of the halls even if cost recovery is low. As a foundation for the discussions, it was agreed that community halls are not necessarily revenue generating, but are community gathering places that have intrinsic value in providing for the needs of the community. The group discussed simplifying the rate structure and attempting to promote the increased usage of the facilities.

A Request for Proposal (RFP) will be issued with regards to resolution CS2013-57 for individuals or organizations that might be interested in operating the halls on a contract basis.

Recommendations

The following recommendations were discussed and will be implemented for 2014, where possible, if authorized by City of Greater Sudbury Council.

1. Marketing

1.1. An enhanced advertising and marketing plan for community halls to be included in the recent initiative to market City facilities and programs. Halls will be marketed and maintained as clean, affordable and functional. Free advertising in community newspapers will be utilized to market the halls as low cost community gathering places.

2. Capital investment in community halls

2.1. The 2014 capital budget has some funds dedicated to community halls and community centres. Capital needs will be prioritized for each hall to ensure that financial resources are utilized effectively. Additional capital funding for capital renewal will be requested in future capital budgets.

3. Amend the user fee by-law to reflect current practices

3.1. Non-profit groups will be able to book the community halls with no charge for meetings, and will be responsible for cleaning the halls to a reasonable standard.

3.2. A new, simplified schedule of user fees will be developed for events at the halls.

2012-2013 Rates (range from Tier 1 to Tier III)

		No Alcohol	Alcohol
Non-Profits	Weekend	\$69-\$172	\$137-\$345
	Weekday	\$69-\$103	\$103-\$172
Private/For Profit	Weekend	\$110-\$235	\$172-\$485
	Weekday	\$103-\$205	\$137-\$280

The proposed user fee schedule significantly simplifies the existing schedule and matches the user fee bylaw with current practice. The proposed fees also represent a harmonization of existing fees. For example, currently, one day rental fees (no alcohol) for non-profit and community groups range from \$69 - \$103 during weekdays and \$69 - \$137 for weekends. No significant financial impact is expected as the majority of hall uses are by non-profit groups, and a large portion of those rentals are currently at no charge.

4. Enhanced hall maintenance

4.1. Arena staff will continue to assist with general hall maintenance, as required, for halls that are attached to arenas.

5. Catering in municipally owned community halls

5.1. A RFP is currently being issued to contract out the operations of four community halls as a pilot project. Once the pilot project has been evaluated, options for further RFP's for the catering of halls will be considered.

Appendix A

Page 1 of 5

SCHEDULE "CD-I"**TO BY-LAW 2013 XXX****COMMUNITY HALLS / MEETING ROOMS / ARENA FLOORS**

<u>CATEGORY</u>	<u>EFFECTIVE UNTIL</u> <u>MARCH 31, 2014</u>			<u>EFFECTIVE</u> <u>APRIL 1, 2014</u>		
	<u>FEES</u>	<u>HST</u>	<u>TOTAL</u>	<u>FEES</u>	<u>HST</u>	<u>TOTAL</u>
COMMUNITY HALLS						
<i>TIER I</i>						
DR. EDGAR LECLAIR COMMUNITY CENTRE, CAPREOL COMMUNITY CENTRE, CENTENNIAL COMMUNITY CENTRE, GARSON COMMUNITY CENTRE, TM DAVIES COMMUNITY CENTRE, FALCONBRIDGE RECREATION CENTRE, DOWLING LEISURE CENTRE						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	181.42	23.58	205.00	185.84	24.16	210.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	207.36	27.04	235.00	212.39	27.61	240.00
TWO DAYS	429.20	55.80	485.00	442.48	57.52	500.00
THREE DAYS	620.32	81.60	710.00	646.02	83.98	730.00
PUBLIC - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	247.79	32.21	280.00	256.84	33.36	290.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	429.20	55.80	485.00	442.48	57.52	500.00
TWO DAYS	778.76	101.24	880.00	805.31	104.69	910.00
THREE DAYS	1,017.70	132.30	1,150.00	1,044.26	135.75	1,180.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	91.15	11.85	103.00	93.81	12.19	106.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	152.21	19.79	172.00	156.84	20.36	177.00
TWO DAYS	305.31	39.69	345.00	314.16	40.84	355.00
THREE DAYS	305.31	39.69	345.00	314.16	40.84	355.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	152.21	19.79	172.00	156.84	20.36	177.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	305.31	39.69	345.00	314.16	40.84	355.00
TWO DAYS	601.77	78.23	680.00	619.47	80.53	700.00
THREE DAYS	601.77	78.23	680.00	619.47	80.53	700.00
PUBLIC MEETING (All Week)						
	91.15	11.85	103.00	93.81	12.19	106.00
NEW YEAR'S EVE						
	557.52	72.48	630.00	575.22	74.78	650.00

SCHEDULE "CD-I"

TO BY-LAW 2013 XXX

COMMUNITY HALLS / MEETING ROOMS / ARENA FLOORS

CATEGORY	EFFECTIVE UNTIL MARCH 31, 2014			EFFECTIVE APRIL 1, 2014		
	FEE	HST	TOTAL	FEE	HST	TOTAL
TIER II						
CHELMSFORD COMMUNITY CENTRE, HOWARD ARMSTRONG RECREATION CENTRE, KINSMEN HALL, NAUGHTON COMMUNITY CENTRE, ONAPING FALLS COMMUNITY CENTRE MCCLELLAND COMMUNITY CENTRE						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	121.24	15.76	137.00	124.78	16.22	141.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	152.21	19.79	172.00	155.64	20.36	177.00
TWO DAYS	305.31	39.89	345.00	314.16	40.84	355.00
THREE DAYS	451.33	59.67	510.00	469.03	60.97	530.00
PUBLIC - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	181.42	23.58	205.00	185.84	24.16	210.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	305.31	39.89	345.00	314.16	40.84	355.00
TWO DAYS	601.77	78.23	680.00	619.47	80.53	700.00
THREE DAYS	867.26	112.74	980.00	893.81	116.19	1,010.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	91.15	11.85	103.00	93.31	12.19	105.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	121.24	15.76	137.00	124.78	16.22	141.00
TWO DAYS	247.79	32.21	280.00	256.64	33.36	290.00
THREE DAYS	247.79	32.21	280.00	256.64	33.36	290.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	121.24	15.76	137.00	124.78	16.22	141.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	247.79	32.21	280.00	256.64	33.36	290.00
TWO DAYS	495.58	64.42	560.00	513.27	66.73	580.00
THREE DAYS	495.58	64.42	560.00	513.27	66.73	580.00
PUBLIC MEETING (ALL Week)	61.06	7.94	69.00	62.83	8.17	71.00
NEW YEAR'S EVE	429.20	55.80	485.00	442.48	57.52	500.00

SCHEDULE "CD-I"
TO BY-LAW 2013 XXX

<u>CATEGORY</u>	<u>EFFECTIVE UNTIL</u> <u>MARCH 31, 2014</u>			<u>EFFECTIVE</u> <u>APRIL 1, 2014</u>		
	<u>FEE</u>	<u>HST</u>	<u>TOTAL</u>	<u>FEE</u>	<u>HST</u>	<u>TOTAL</u>
<u>TIER III</u>						
COMFORT STATION HALL, BEN MOXAM, ADANAC CHALET						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	91.15	11.85	103.00	93.81	12.19	106.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	97.35	12.65	110.00	100.00	13.00	113.00
TWO DAYS	190.27	24.73	215.00	194.69	25.31	220.00
THREE DAYS	287.61	37.39	325.00	296.46	38.54	335.00
PUBLIC - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	121.24	15.76	137.00	124.78	16.22	141.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	152.21	19.79	172.00	156.64	20.36	177.00
TWO DAYS	247.79	32.21	280.00	256.64	33.36	290.00
THREE DAYS	353.98	46.02	400.00	362.83	47.17	410.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	61.06	7.94	69.00	62.83	8.17	71.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	61.06	7.94	69.00	62.83	8.17	71.00
TWO DAYS	121.24	15.76	137.00	124.78	16.22	141.00
THREE DAYS	121.24	15.76	137.00	124.78	16.22	141.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	91.15	11.85	103.00	93.81	12.19	106.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	121.24	15.76	137.00	124.78	16.22	141.00
TWO DAYS	247.79	32.21	280.00	256.64	33.36	290.00
THREE DAYS	247.79	32.21	280.00	256.64	33.36	290.00
PUBLIC MEETING (ALL Week)	61.06	7.94	69.00	62.83	8.17	71.00
NEW YEAR'S EVE	207.96	27.04	235.00	212.39	27.61	240.00
<u>TIER IV</u>						
<u>FIELDING MEMORIAL PARK</u>						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	121.24	15.76	137.00	124.78	16.22	141.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	181.42	23.58	205.00	185.84	24.16	210.00
TWO DAYS	353.98	46.02	400.00	362.83	47.17	410.00
THREE DAYS	557.52	72.48	630.00	575.22	74.78	650.00

SCHEDULE "CD-I"

TO BY-LAW 2013 XXX

COMMUNITY HALLS / MEETING ROOMS / ARENA FLOORS

CATEGORY	EFFECTIVE UNTIL MARCH 31, 2014			EFFECTIVE APRIL 1, 2014		
	FEE	HST	TOTAL	FEE	HST	TOTAL
PUBLIC - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	152.21	19.79	172.00	155.54	20.36	177.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	451.33	58.67	510.00	469.03	60.97	530.00
TWO DAYS	867.26	112.74	980.00	893.91	116.19	1,010.00
THREE DAYS	1,212.39	157.61	1,370.00	1,247.79	162.21	1,410.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	91.15	11.85	103.00	93.91	12.19	106.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	157.52	20.46	178.00	161.95	21.05	183.00
TWO DAYS	305.31	39.69	345.00	314.16	40.84	355.00
THREE DAYS	305.31	39.69	345.00	314.16	40.84	355.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	121.24	15.76	137.00	124.78	16.22	141.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	522.12	67.88	590.00	539.92	70.18	610.00
TWO DAYS	1,017.70	132.30	1,150.00	1,044.25	135.75	1,180.00
THREE DAYS	1,548.67	201.33	1,750.00	1,592.92	207.08	1,800.00
PUBLIC MEETING (ALL Week)	61.05	7.94	69.00	62.83	8.17	71.00
NEW YEAR'S EVE	584.07	75.93	660.00	601.77	78.23	680.00
OTHER LOCATIONS						
FIELD HOUSE (NEIGHBOURHOOD PLAYGROUND BUILDING)						
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
ONE DAY	61.06	7.94	69.00	62.83	8.17	71.00
MONTHLY RATE (UP TO 5 USES)	122.12	15.86	138.00	125.66	16.34	142.00
ANNUAL RATE - 12 TIMES PER YEAR	247.79	32.21	280.00	256.64	33.36	290.00
ANNUAL RATE - UNLIMITED	336.26	43.72	380.00	345.13	44.87	390.00
FALCONBRIDGE RECREATION CENTRE						
GYM (PER HOUR)	39.05	4.95	43.00	39.94	5.09	44.00
BIRTHDAY PARTIES - Up to 12 Children	133.82	18.18	158.00	144.25	18.75	163.00
BIRTHDAY PARTIES - 13 to 20 Children	171.68	22.32	194.00	176.99	23.01	200.00
SPORTS TEAM PARTIES - Up to 20 Children plus Coaches	160.18	20.82	181.00	164.60	21.40	186.00
MILLENNIUM RESOURCE CENTRE						
CLASSROOM - (PER HOUR)	33.63	4.37	38.00	34.51	4.49	39.00
CLASSROOM - (PER DAY)	137.17	17.83	155.00	141.59	18.41	160.00
BIRTHDAY PARTIES	61.95	8.05	70.00	63.72	8.28	72.00
DOWLING LEISURE CENTRE						
DOWLING KITCHEN COFFEES/SANDWICHES	31.86	4.14	36.00	32.74	4.26	37.00
COUNTRYSIDE ARENA						
BOARDROOM - COUNTRYSIDE	31.86	4.14	36.00	32.74	4.26	37.00
GALLERY - COUNTRYSIDE	100.85	13.12	114.00	103.54	13.46	117.00

SCHEDULE "CD-I"
TO BY-LAW 2013 XXX

COMMUNITY HALLS / MEETING ROOMS / ARENA FLOORS

CATEGORY	EFFECTIVE UNTIL MARCH 31, 2014			EFFECTIVE APRIL 1, 2014		
	FEE	HST	TOTAL	FEE	HST	TOTAL
MINNOW LAKE PLACE						
NO ALCOHOL						
PUBLIC - HALL/GYM FULL DAY	132.74	17.26	150.00	137.17	17.83	155.00
PUBLIC - HALL/GYM HALF DAY	65.48	8.51	74.00	67.26	8.74	76.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - HALL/GYM FULL DAY	77.89	10.12	88.00	80.53	10.47	91.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - HALL/GYM HALF DAY	38.94	5.06	44.00	39.82	5.18	45.00
ALCOHOL						
PUBLIC						
MONDAY TO THURSDAY (PER DAY)	171.89	22.32	194.00	176.99	23.01	200.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	287.61	37.39	325.00	296.46	38.54	335.00
TWO DAYS	565.37	73.63	640.00	584.07	75.93	660.00
THREE DAYS	814.16	105.84	920.00	840.71	109.29	950.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS						
MONDAY TO THURSDAY (PER DAY)	85.84	11.16	97.00	88.50	11.50	100.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	114.16	14.84	129.00	117.70	15.30	133.00
TWO DAYS	230.09	29.91	260.00	238.94	31.06	270.00
THREE DAYS	290.09	38.91	330.00	298.94	39.06	338.00
CLASSROOM (UPPER & LOWER LEVEL) - PER DAILY BOOKING	76.99	10.01	87.00	79.65	10.35	90.00
HOWARD ARMSTRONG RECREATION CENTRE						
MEETING ROOM	29.20	3.80	33.00	30.09	3.91	34.00
PICNIC PAVILLION						
PRIVATE GROUP	123.89	16.11	140.00	127.43	16.57	144.00
ARENA FLOORS						
COMMUNITY CENTRE, MCCLELLAND ARENA, CHELMSFORD ARENA, CONISTON COMMUNITY CENTRE, RAYMOND FLOURDE ARENA, CARMICHAEL ARENA, CAMBRIAN ARENA, COUNTRYSIDE ARENA						
*COMMERCIAL- BASE RATE						
DAILY RENTAL (INCLUDES A SET UP DAY I.E. FRI FOR SAT SHOW)	2,115.04	274.96	2,390.00	2,176.99	283.01	2,460.00
*NON-PROFIT (NON-ALCOHOL) -BASE RENTAL						
DAILY RENTAL	840.71	109.29	950.00	867.26	112.74	980.00
FLOOR SPORTS (per Hour)	44.26	5.75	50.00	46.02	5.98	52.00
CONISTON DOG SHOWS	769.91	100.09	870.00	796.46	103.54	900.00
CARMICHAEL GEM SHOW	1,247.79	162.21	1,410.00	1,283.19	166.81	1,450.00
20 YARD DISPOSAL BIN	212.39	27.61	240.00	216.81	28.19	245.00
*NON-PROFIT (ALCOHOL) -BASE RENTAL						
DAILY RENTAL (SECURITY/RENTERS COST)	1,176.99	153.01	1,330.00	1,212.99	157.61	1,370.00
CAPREOL ARENA / J. COADY ARENA DAILY RATE	646.02	83.98	730.00	663.72	86.28	750.00
CN GOLF TOURNAMENT RATE	327.43	42.57	370.00	335.28	43.72	380.00
SUDBURY COMMUNITY ARENA						
DAILY RENTAL	3,398.23	441.77	3,840.00	3,504.42	455.58	3,960.00

MATERIAL FEES WILL BE CHARGED, WHERE APPLICABLE, AT COST RECOVERY