



To Council
February 4, 2019

REPORT

To: Lorraine Hilton
Chief Administrative Officer
Date: January 23, 2019
File: 7900.03

From: Tina Neurauter
Corporate Officer

Subject: Community Hall Rental Waiver

PURPOSE

Stratas 6033, 6034 and 6035, forming Hanington Creek Estates is requesting a fee waiver for a two hour rental of the community hall.

BACKGROUND:

Stratas 6033, 6034 and 6035, forming Hanington Creek Estates (the "Strata"), have submitted the attached Community Hall rental waiver request to hold their Annual General Meeting (AGM) on February 27, 2019.

The attached Policy IV-2402, *Community Hall Rental Subsidized Rates*, permits an applicant to apply for a subsidized rental rate for the use of the community hall and sets out several objectives when considering these types of requests. The subsidized rate is \$70 for a 2 hour rental (regular rate is \$150).

OPTIONS:

1. That Council approve the two hour room rental fee (\$70) waiver request by the Hanington Creek Estates Strata for their Annual General Meeting on February 27, 2019 with the applicant being charged \$50 for insurance and caretaking.
(Recommended)
2. That Council approve all fees associated with the two-hour room rental fee (\$70) waiver request by the Hanington Creek Estates Strata for their Annual General Meeting on February 27, 2019.
3. That the application be received for information.

DISCUSSION:

The Strata is requesting a rental waiver totaling \$70. The Strata states that it has a budget of \$75 for the AGM. The Strata has rented and been granted a fee waiver for the last several years (2016, 2017, 2018). The AGM would potentially bring together 50 homeowners from Hanington Estates.

In order to accommodate a rental, the District pays the caretaker an opening and closing fee (which also includes up to one hour of cleaning), and insurance must be taken out, even for a rental where the fees are subsidized or waived. These fees are generally built into the rental fees but when the total fee is waived then the cost becomes the responsibility of the District.

./2

In this application it is stated that \$75 has been budgeted for this event. Staff recommends that the applicant be charged \$50 to pay for caretaking and insurance.

RECOMMENDATION:

That Council approve the two hour room rental fee (\$70) waiver request by the Hanington Creek Estates Strata for their Annual General Meeting on February 27, 2019 with the applicant being charged \$50 for insurance and caretaking

Respectfully submitted,

CAO Concurrence



Tina Neurauter
Corporate Officer

Loranne Hilton
Chief Administrative Officer

Attachment - Subsidized Rental Application
Policy IV-2402 - Community Hall Rental Subsidized Rates

SUBSIDIZED RENTAL APPLICATION

Name of Organization: HANINGTON CREEK ESTATES - STRATA 6033, 6034, 6035

Are you a Non-Profit Society: YES

Contact Person: W. KRALT

Mailing Address: _____

Telephone Number: _____ Email: _____

Description of Event: ANNUAL GENERAL MEETING FOR STRATA CONSISTING OF 60 HOMES IN HIGHLANDS

RECEIVED

JAN 14 2019

Dist of Highlands

Who Benefits from this event and how? _____

THE COMMUNITY CONSISTS OF 3 STRATA and this meeting is to BRING THE COMMUNITY TOGETHER FOR THE AGM AS WELL AS TO SHARE IDEAS AND INTERESTS

Total cost of Event: NONE

Budget for the event attached: \$ 75

Will you receive other sources of funding: Yes _____ No

Please describe other sources of funding and amounts requested or expected:

Subsidy Applied for: 2 HOUR RENTAL

TITLE:	COMMUNITY HALL RENTAL SUBSIDIZED RATES		
SECTION:	COMMUNITY SERVICES	POLICY No. IV-2402	
Adopted:	May 12, 2014	Resolution:	123/ 14
Amended:		Resolution:	

1. PURPOSE

This policy is to establish controls and a clear process to apply for the subsidized use of the District of Highlands Community Hall.

2. APPLICATION and PROCEDURE

1. In granting subsidized rental assistance to an organization, the District of Highlands will take into account the following objectives:
 1. The primary purpose of a subsidized rental is to provide rent relief assistance to an organization for a specific event that benefits residents of the District.
 2. Applicants must be locally based and their efforts are community based in nature.
 3. The organization should be a registered non-profit Society or belong to a parent Society under the laws of British Columbia.
2. An organization applying for subsidized rental must complete the application form and provide all requested information in order to have it application considered by the District
3. Subsidy applications will be considered by Council and all applications must be submitted through proper process.

Subsidized Rates Effective May, 2014

	2 DAY	FULL DAY	HALF DAY	HOURLY RATE
Community Hall	300	200	175	35
Set up and break down (caretakers)				40
Additional Required Clean Up (caretakers)				40
Deposit – non-refundable if 30 day cancellation is not provided	-- 100 --			