

**The Corporation of the Town of Greater Napanee**

**By-law No. 2014-0031**

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**A By-law to Adopt a Facility Subsidy Policy**

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**WHEREAS** the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, (the "Act") provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** Council of the Town of Greater Napanee deems it expedient to adopt a Facility Subsidy Policy;

**NOW THEREFORE** Council of The Corporation of the Town of Greater Napanee hereby enacts as follows:

1. That the Town of Greater Napanee Facility Subsidy Policy attached hereto as Schedule "A" and forming part of this by-law, be hereby adopted.
2. That Policy No. 2002-01 and any amendments thereto or any other by-law or policy or part thereof that contradicts the contents of this by-law are hereby repealed.
3. That this by-law shall come into force and take effect on the date it is finally passed.

Read a first and second time and finally passed this 27<sup>th</sup> day of May, 2014.



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Gordon Schermerhorn, Mayor



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Susan Beckel, Clerk

**Schedule "A" to By-law No. 2014-0031**

**Town of Greater Napanee  
Facility Subsidy Policy**

## **Town of Greater Napanee Facility Subsidy Policy**

The Facility Subsidy Policy is intended to replace the current Policy on Municipal Grants as revised and effective January 1, 2015. The Facility Subsidy Policy has been drafted to allow staff to handle all written requests from eligible groups and organizations adhering to the described set policies of council.

### **Eligible Groups and Organizations**

Consideration will be given to groups and organizations in the following categories whereby 66% of the groups and organizations membership are taxpayers of the Town of Greater Napanee.

- Registered Not for profit groups
- Charitable and Community based groups
- Senior (greater than 60 years of age)
- Youth (less than 16 years of age).
- Benefits
- Committees of Council

Groups should support a community benefit, impact or need in the community.

### **Application Process**

Applications are available for facility subsidy with the Town of Greater Napanee. Managers will review group and function as it meets criteria. Applications which are deemed unsuccessful shall receive a response to the request.

### **Eligible Requests**

On an annual basis, qualifying groups and organizations can request discounts on facility fees after submitting an application to the Town and approved under the Policy. The Town of Greater Napanee considers requests for municipal owned and operated facilities. No requests for equipment subsidy will be granted.

## **Eligible Requests to Council**

Requests that are greater than one day, large scale events/functions, or it falls on a statutory holiday and requires staff will be recommended by the Manager to Council for consideration and approval.

These grants must be submitted in writing, along with the eligible application by November 1<sup>st</sup> the year preceding. Applications received after November 1<sup>st</sup> may be granted consideration pending the availability of allocated funding.

## **Eligible Functions**

Consideration will be given to facility rentals only based on availability. Requests for subsidized setup, tear down and bar proceeds will not be considered.

The following functions may be considered;

### Fundraisers/Dinners

Eligible groups may request to host fundraising event annually at a rate of 50% of the facility fees, and any additional staffing costs. Only one request is permitted at the Strathcona Paper Centre annually. Unlimited request for other municipal facilities.

### Senior/Youth Programming

Eligible groups may request subsidy by paying a user fee at a rate of \$2.50 per person in lieu of the facility costs.

### Meeting

Eligible groups may request to host meetings at 50% of the 4 hours or less rate of the facility fees. Meeting rooms are encouraged over hall space.

Committees of Council can host an unlimited number of meetings annually in any meeting room.

### Municipal Functions

The Town of Greater Napanee may host unlimited fundraisers, meetings, special events, lunches/dinners, programming activities annually in any municipal owned and operated facility. Municipal functions will be operated at no charge and have no impact on the Council Grants Account.