

## COMMISSION REPORT

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE  
COMMISSION

**DATE:** 2019 Jan 02

**FROM:** DIRECTOR - PARKS, RECREATION &  
CULTURAL SERVICES

**FILE:** 2410-20

**SUBJECT: FEE WAIVER REQUEST FOR THE USE OF CONFEDERATION  
BANQUET ROOM**

**PURPOSE:** To provide a response to the fee waiver request for Confederation Seniors Centre.

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**RECOMMENDATIONS:**

1. **THAT** a request from Mr. Shane Hughes for a fee waiver for a Cut-A-Thon, proposed to be held in the Confederation Banquet Hall at the Confederation Seniors Centre on Sunday 2019 February 03, be denied.
2. **THAT** a copy of this report be forwarded to Mr. Shane Hughes.

**REPORT****1.0 INTRODUCTION**

Correspondence was received from Mr. Shane Hughes requesting a fee waiver for the use of the Confederation Banquet Hall to hold a Cut-A-Thon as a fundraiser for the Children's Wish Foundation.

The allotment fees for non-profit groups already reflect a reduced fee, compared to the market. Over the year, the Commission approves only a very few fee waivers. Mr. Hughes has been quoted the standard rate for non-profit groups for this rental.

The quote for the use of the Confederation Banquet Hall for this event was estimated to be \$599.43 based on the details provided.

**2.0 POLICY SECTION**

The Facility Use Fee Schedule is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan, while attempting to achieve a balance between two areas.

To: Parks, Recreation & Culture Commission  
From: Director - Parks, Recreation & Cultural  
Services  
Re: FEE WAIVER REQUEST FOR THE USE OF  
CONFEDERATION BANQUET ROOM

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## Goals

- An Inclusive Community
  - Create a sense of community –  
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Thriving Organization
  - Organizational culture –  
Ensure that our core values are reflected in our policies, programs and service delivery
  - Financial viability –  
Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

## 3.0 BACKGROUND

Fees and charges are set by Council, through a fees and charges review process that occurs annually. All of the City's fees receive a degree of subsidization.

## 4.0 RECOMMENDATION

Many groups who request a fee waiver provide a valuable service to the community; however, it is not always possible to approve all fee waiver requests. Therefore, it is recommended that the fee waiver request be denied.



Dave Ellenwood  
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

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