



8.6(a)

REPORT REC-2014-001

TO: Mayor and Members of Council

FROM: Donna Tremblay, Deputy Clerk

SUBJECT: Agreement with YMCA-YWCA of Guelph- 2014 Summer Puslinch Power Camp

FILE No.: L04-YMC

RECOMMENDATIONS

That Report REC-2014-001 regarding the Agreement with YMCA-YWCA of Guelph – Puslinch Power Camp be received; and

That Council enact a by-law to authorize the Mayor and Clerk to execute the Agreement with YMCA-YWCA of Guelph with respect to the 2014 Summer Puslinch Power Camp.

SUMMARY

The YMCA-YWCA of Guelph (“YMCA”) is a not for profit corporation that has continued to operate a variety of programs for the community of Guelph and surrounding areas for 150 years.

During 3 weeks in the Summer of 2013, the YMCA-YWCA of Guelph held a sports based summer camp for youth between the ages of 6-15 named the *Puslinch Power Camp* at the Optimist Recreation Centre and Puslinch Community Centre. In addition to a number of sport activities which included ball hockey and baseball camps, the YMCA offered campers a Culinary Kids Program as well as a successful Girl Power program.

The YMCA involved a number of local Puslinch businesses in various workshops for their campers. Participants in these workshops included chefs from Envers (Greg Hubbard) and Cassoulet Catering (Ken Hodgens).

The YMCA have indicated that the 2013 season was very successful and have expressed an interest in both reconnecting with these community businesses and using the Township’s facilities at the Optimist Recreation Centre and Puslinch Community Centre again in 2014.

The YMCA have requested the use of the Optimist Recreation Centre and Puslinch Community Centre for an additional 2 weeks in 2014 extending the use of the facilities to 5 weeks in the Summer of 2014. Township staff have been in discussions with the YMCA and a proposed Agreement is currently being reviewed by YMCA.

Below is a summary of the terms of the Agreement as follows:

TERM OF LICENCE

- 5 weeks Monday to Friday from 7:00 am to 6:00 pm as follows:
 - i. July 7-11, 2014;
 - ii. July 14-18, 2014;
 - iii. July 21-25, 2014;
 - iv. August 11-15, 2014; and
 - v. August 18-22, 2014

SCOPE

- Use of the Archie MacRobbie Room, Puslinch Community Centre Kitchen, Optimist Centre rink pad, gymnasium soccer pitch and common areas including the outside amenities located at the Puslinch Community Centre.

TERMINATION

- Township may terminate the Licence Agreement, and the Licence hereby granted, effective immediately on written notice to the YMCA if:
 - (a) The YMCA ceases to carry on business;
 - (b) The YMCA commits a breach of a term or condition of this Agreement, of a grievous nature, the determination of which shall be in the sole discretion of the Township.
 - (c) The YMCA or the Township may, at any time and for any reason, terminate this Agreement by giving thirty (90) days written notice to that effect.

INSURANCE

- YMCA shall, at their own expense, obtain and keep in force during the term of this Licence Agreement, Commercial General Liability Insurance satisfactory to the Township, be written by an insurer licensed to conduct business in Ontario and include but not be limited to the following:
 - (a) A limit of liability not less than \$5,000,000/occurrence.
 - (b) The Township shall be named as the additional insured;
 - (c) The policy shall contain a provision for cross liability in respect of the named insured; and a severability of interest clause.
 - (d) Non-owned automobile coverage with a limit of \$2,000,000, including contractual non-owned coverage;
 - (e) Broad form property damage, Hostile Fire and pollution from hostile fire;
 - (f) Contractual liability – oral and written

- (g) Contingent employer's liability and Employers liability;
- (h) That 30 days prior notice of cancellation in the policy be given in writing to the Township.

FINANCIAL IMPLICATIONS

YMCA is a not for profit organization. In 2013, upon a recommendation of the Recreation Committee and Council approval, the YMCA paid rental fees for use of the Township facilities of \$750.00 per week for 3 weeks totalling \$2,250.00.

Staff have been in discussions with and have agreed upon, with the YMCA, pending Council approval that the 2014 rental fee be \$950.00 per week for 5 weeks for a total of \$4,750.00. Should the YMCA wish to utilize the facility for this purpose again in 2015, the rental fee will be evaluated considering the costs incurred in 2014 and will report to Council to obtain authorization to enter into an agreement.

In determining the amount of 2014 rental fees to charge, staff reviewed the actual revenues and costs for the period of July to August 2013, and based their recommendations on the following information:

Township revenues received for July and August 2013

***note this amount does not include rental fees received from YMCA of \$2,250.00 for 3 weeks.**

Description	Monthly	Weekly
Actual Revenues Received	\$4,843.68	\$1,210.92
Of this amount:		
30% - weekday revenues Mon to Fri	\$1,453.10	\$363.28
70% - evening and weekend revenues Mon to Fri	\$3,390.58	\$847.64

Costs:

Township costs for June, July and August, 2013.

Description	Monthly	Weekly
Costs for Utilities, Maintenance and Staffing		\$1,610.76
Of this amount		
30% costs for weekday rentals		\$483.23
70% costs for evening and weekend rentals		\$1,127.53

Financial Implications:

Staff reviewed the actual revenues for the 8 week period of July to August 2013. Staff noted that the percentage of rental revenues received between Monday to Friday 9 a.m. to 5:00 p.m. (the rental period requested by YMCA) is 30.1% of total revenues (\$363.28). Staff's recommended weekly rental fee of \$950.00 is significantly higher than the actual weekday rental revenue received in the summer months of 2013.

Staff have reviewed the costs for the period of June, July and August, 2013. Staff have allocated 30% of the total weekly costs to weekday rentals totalling \$483.23. Staff believe that the recommended weekly rental fee of \$950.00 will cover the weekly costs for the Township and that no additional costs should be incurred by the Township for use by the YMCA .

Recreation Committee

The Recreation Committee at its meeting held on January 21, 2014, adopted Recommendation No. REC-2014-002 to support staff's recommendation contained in report REC-2014-001.

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, S.O. 2001, C. 25
Township of Puslinch User Fee By-Law No. 74/13

ATTACHMENTS

None.