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Date September 27, 2022 **Report No.** 2022-624

To Chair and Members
Combined Committee of the Whole

From Inderjit Hans, P. Eng., PMP
General Manager, Public Works Commission

1.0 Type of Report

Consent Item ☐
Item For Consideration ☒

2.0 Topic **Waiving Rental Fees for BCHU Use of City Facilities for Vaccine Clinics [Financial Impact \$12,045.97]**

3.0 Recommendation

- A. THAT Report 2022-624 Waiving Rental Fees for the Brant County Health Unit Use of City Facilities for Vaccine Clinics BE RECEIVED; and
- B. THAT staff BE DIRECTED to provide the Brant County Health Unit use of the Civic Centre Auditorium for pop-up style Covid vaccine booster Clinics; and
- C. THAT Council APPROVE the waiving of fees in the amount of \$13,911.90 including HST for the rental fees for 32 vaccine clinic bookings hosted by the Brant County Health Unit at the Civic Centre Auditorium scheduled for October, November and December 2022.

4.0 Executive Summary

During the declared Emergency for the Covid 19 Pandemic, the Emergency Operations Committee authorized the use of City facilities for vaccine clinics at no cost. With the Emergency Declaration no longer in effect, the authority to

waive fees must be approved by City Council. The Brant County Health Unit (BCHU) has requested use of the Civic Centre Auditorium for 32 pop-up style Covid vaccine booster clinics. This rental contract has a value of \$13,911.90 including HST. Staff are recommending that Council approve waiving this rental fee.

5.0 Purpose and Overview

The purpose of this report is to seek Council authorization to waive the \$13,911.90 in rental charges for 32 vaccine booster clinics planned by the BCHU to be held at the Civic Centre Auditorium in October, November and December 2022.

6.0 Background

BCHU has requested use of the Civic Centre Auditorium for vaccine booster clinics. This location provides the best combination of free parking, access to transit, and floor space to accommodate all necessary social distancing requirements.

Parks and Facilities Services (PFS) Staff have worked with BCHU staff to identify 32 dates when a pop-up clinic can be hosted that will not impact any existing bookings for the Auditorium. The value of this rental is \$12,045.97 plus \$1,565.93 in HST for a total of \$13,911.90. A copy of the Permit is attached as Appendix 'A'.

While the State of Emergency Declaration was in effect, the EOC waived rental fees applicable for pop-up and mobile clinics at the Wayne Gretzky Sport Centre (WGSC). With the end of the State of Emergency, only Council has the authority to waive these fees.

7.0 Corporate Policy Context

Rental fees for use of City space are established annually in the Rates and Fees By-law. The current By-law is By-law 34-2022 To Fix Fees and Charges to be collected by The Corporation of the City of Brantford for 2022

8.0 Input From Other Sources

BCHU staff worked with City staff to evaluate locations and select suitable dates for the clinics.

9.0 Analysis

It has been the City's position to support making the Covid 19 vaccine as easy for the residents of Brantford to access as possible. During the pandemic, as the spaces were not being used for other programming there was no conflicting use or lost revenue associated with waiving the fee for use of the space by the clinics. Continuing in this manner until the need for vaccine clinics is over is recommended, which may require additional requests of this nature in the future. Staff also recommend cooperating with BCHU to provide access to pop-up clinics in the Downtown core at the Civic Centre Auditorium, as this location best suits the needs of the clinics. This can be done in a way which allows use of the space by other users in between and after the clinics. The current request by BCHU is for days and times that do not affect any pre-existing bookings or programming, including use of the space for election purposes.

10.0 Financial Implications

This report recommends that the City waive the applicable rental fees. This is an impact of \$12,045.97 in terms of lost revenue to City operations.

11.0 Climate and Environmental Implications

This recommendations in this report have no climate or environmental implications.

12.0 Conclusion

Staff recommend waiving \$12,045.97 in rental fees applicable to use of the Civic Centre Auditorium by BCHU for 32 pop-up Covid-19 vaccine clinics during October, November and December 2022.



Inderjit Hans, P. Eng., PMP
General Manager, Public Works Commission

Prepared By:

Rick Cox, Director of Parks & Facilities Services

Attachments (if applicable)

Appendix A - Permit # R6222

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required ☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk ☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council? ☐ yes ☒ no