



Community Services *Staff Report*

REPORT NO: CS-2025-01

TO: Council

SUBMITTED BY: Chris Catania, Director of Community Services

PREPARED BY: Manuela O’Krafka, Manager of Community Services

REVIEWED BY: Greg Clark, Acting Chief Administrative Officer

DATE: January 6, 2025

SUBJECT: 2024 Special Event and Facility Subsidies

RECOMMENDATION:

THAT Report CS 2025 – 01, 2024 Special Event and Facility Subsidies be received for information; and,
THAT Council directs Staff to continue facility use subsidies and in-kind staff costs for legacy facility bookings, by affiliated groups and special events taking place at Township facilities in 2025.

SUMMARY:

This report provides a summary of the subsidized and discounted use of Township facilities, and in-kind staffing resources for 2024 special events and facility use by affiliated groups. Staff are seeking approval to continue the same levels of discounted use, and in-kind staff support, for both special events and affiliated use in 2025.

BACKGROUND:

The Township has a strong history of supporting community groups, service clubs, sporting associations and special events in their efforts to provide recreation, leisure, and special events to the community. These groups play a vital role in building our community by providing opportunities for residents to engage in activities with friends, neighbours and visitors to the community. Special events also contribute to the economic development of the community.

REPORT:

The facility use subsidies discussed in this report include all uses of Township facilities that are either discounted or free of charge as permitted by the fees and charges by-law, the Council approved Affiliation Policy (including legacy/grandfathered uses), or by Council Resolution.

Facility Use Subsidies Summary

In 2024 the Township provided discounts on facility use amounting to \$523,070.09. The following Table A summarizes the discounts. Both the summary and detailed reports from Activenet scheduling software are attached to this report.

Table A

Discount	Total	Amount
Arena Floor – Wilmot Community Groups	3	\$1,385.51
CC – Non Profit Groups (Sunday – Thursday)	7	\$27,609.14
CC – Wilmot Minor/Community Groups	17	\$37,956.94
Ice – Wilmot Minor Sport	3	\$286,547.10
Ice/Arena Rental – School Board	3	\$11,837.42
Meeting Rooms – Non Profit Groups	1	\$1,401.57
Meeting Rooms – Wilmot Minor Sport/Community Groups	16	\$16,590.79
No Charge	19	\$60,993.15
Pool – School Board	3	\$5,588.89
Pool – Wilmot Community Group	1	\$48,756.49
Pool/Sport Field – Wilmot Minor Sport	6	\$24,403.09
Total	79	\$523,070.09

Special Events Subsidies Summary

For special events (Table B), the Township provided total support in the amount of \$39,852.50 which is comprised of in-kind staffing services, Council Special Events budget and facility rental subsidy. The Facility Rental Subsidy of \$17,960.38 shown in Table B has been extracted from the overall Facility Use Subsidies in Table A.

Table B

Event	Estimated Staffing Cost	Facility Rental Subsidy	Council Special Events Budget	Total Subsidy
New Hamburg Optimist Easter Egg Hunt	\$235.62	\$395.23	N/A	\$630.85
Wilmot Optimist Easter Egg Hunt	N/A	\$300.88	N/A	\$300.88
Mannheim Easter Egg Hunt	N/A	\$116.76	N/A	\$116.76
Mannheim Garage Sale	\$135.48	\$367.56	N/A	\$577.63
New Dundee Artisan Festival	\$228.78	N/A	N/A	\$228.78
New Dundee Easter Egg Hunt	N/A	\$500.00		\$500.00
Victoria Day and Fireworks – New Dundee	\$248.25	\$1,500.00	N/A	\$1,748.25
Mennonite Relief Sale	\$1,364.04	\$2,055.00	\$2,994.23	\$6,413.27
Breakfast in the Park (Petersburg Optimist)	\$794.40	\$2,500.00	N/A	\$2,427.12
Moparfest	\$2,613.49	\$1,977.54	\$3,643.84	\$8,234.87
Fall Fair	\$3,266.14	\$7,131.54	\$5,931.10	\$16,328.78
Schmitty Fun-Runs (W-O)	\$189.84	N/A	\$565.00	\$754.84
New Hamburg Legion Remembrance Day	\$474.60	\$814.99	N/A	\$1,289.59
New Hamburg Santa Claus Parade	N/A	\$300.88	N/A	\$300.88
Total	\$9550.64	\$17,960.38	\$13,134.17	\$39,852.50

*Note: The Canada Day event has been excluded as it is a Township event.

The Facility Rental Subsidy column amounts have been extracted from the Activenet discounts report, therefore, those amounts are reflected in both documents contained within this report.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Goal 2: Healthy Community

- Provide core services and build strong community partnerships.

FINANCIAL CONSIDERATIONS:

In 2024 the Township provided a net total of \$545,754.90 in discounts on facility use and subsidies for special events.

ATTACHMENTS:

- Special Events 2024 Subsidy
- Activenet Discounts Report 2024 – Summary
- Activenet Discounts Report 2024 - Detailed