



Date: August 11, 2025

To: Mayor and Council

Author: Ryan McLeod, Director of Finance and Corporate Services

RE: Cottam Community Centre – Rental Rates

RECOMMENDED ACTION

That Council **approve** the rental rates for the new Cottam Community Centre;

And that corresponding By-law 49-2025, being a By-law to amend By-law 89-2024, a By-law to impose fees and charges, **be adopted** during the By-law stage of this Council Agenda.

BACKGROUND

In 2024, Council approved the construction of a new Community Centre to replace the existing Ridgeview Park Community Centre/Pavilion and Library in Cottam. Both of these facilities had reached the end of their useful lives.

The new Cottam Community Centre is anticipated to be available for public rental in the fall of 2025. As such, Council approval of the new facility rental rates is required.

DISCUSSION

The new Cottam Community Centre includes a library, community hall, a kitchen, storage areas for local user groups, washrooms and a large pavilion. The community hall (1650 square feet) will be available for private rentals and can be divided into two rentable spaces (Hall A and B). Hall A refers to the larger east side of the facility with no direct access to the kitchen or pavilion. Hall B refers to the smaller west side of the facility with direct access to the kitchen and pavilion.

Please refer to the attached draft By-law 49-2025 for the proposed rental rates of the new Cottam Community Centre.

In preparation for the proposed rates, consideration was given to;

- i) The size and intended use of the facility
- ii) The rental fees and rate structure associated with other comparable municipal facilities.

FINANCIAL CONSIDERATIONS

The new Cottam Community Centre had a construction budget of \$3,000,000, which is being financed from a combination of reserves and internally financed long-term debt.

The proposed rental rates are intended to recover the operating costs associated with maintaining and operating the facility. These rates are unlikely to provide for any meaningful recovery of the initial capital investment. This is consistent with all other municipal facilities, where fees are designed to ensure they are financially accessible to residents and local non-profit groups.

The total revenue derived from these rates is difficult to project at this time, as priority will be given to programming provided by the Town, Library and Seniors Active Living Centre, which are not subject to these rates.

ENVIRONMENTAL CONSIDERATIONS

There are no direct environmental considerations associated with this report.

CONSULTATIONS

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