



Staff Memo

To: Dan Best, Chief Administrative Officer

From: Sandy Becker, Director of Financial Services/Treasurer

Date: November 27, 2019

Report: Budget Report

Subject: Memorandum of Understandings

Memorandum of Understanding (MOU)

Council requested more detailed information on the financial impact of the MOU's approved to date, including in-kind costs.

Below is a list of MOU's approved by Council throughout the 2018 and 2019 fiscal years;

- Cultural Collective
- Exeter BIA
- Exeter Lions Club (pending)
- South Huron Chamber of Commerce
- South Huron Medical Recruitment & Retention Committee
- Thames Road Elimville Community Park Committee

During 2019 budget deliberations Council adopted the following resolution;

That any Registered Charity in South Huron be exempt for payment of fees related to the rental of South Huron facilities for special events.

The chart below provides an overview of the financial impact (including cash and in-kind facility costs) of the MOU's, exemption of rental fees for registered charities and grants for facility rentals to other non-registered organizations.

Memorandum of Understanding	Financial Support	In Kind Facilities	In Kind - Equipment/Other
SHCC			
Various Activities related to busines to business events and training	10,000.00		
Job Fair - Facilities & Equipment		\$ 368.00	
Huron Eats & Drinks - Facilities & Equipment		\$ 838.00	
Exeter Lions Club			
Equivalent to property taxes - estimated at	5,000.00		
Assist with Maintenance at MacNaughton Park Scenic Garden	5,000.00		Supply yard waste bags and pick up and dispose of filled bags when required.
Family Day Breakfast - Facilities & Equipment		\$ 465.00	
ABCA Conservation Dinner - Facilities & Equipment		\$ 1,300.00	Extension cords, black curtain, wine glasses
Rodeo Weekend - Facilities & Equipment		\$ 2,500.00	Locates, security fencing
Exeter Santa Claus Parade - Facilities & Equipment		\$ 140.00	Chair for santa, Christmas trees, staff and truck to clean up horse droppings along parade route
Lions Hockey Annual Hockey Game - Facilities & Equipment		\$ 960.00	
South Huron Medical Recruitment & Retention Ctee			
Annual financial commitment	2,500.00		
Job Fairs - Facilities & Equipment		\$ 368.00	
Recruitment Expos - Facilities & Equipment		\$ 368.00	
Wellness Forum - Facilities		\$ 420.00	
Exeter BIA			
Administrative support			Meetings, budgeting, printing/copying,
South Huron Business & Community Excellence Awards		\$ 800.00	
Minimum 1/3 of rent for South Huron Welcome Centre	6,120.00		
Infrastructure and Operations support(sidewalk mntce, winter mntce, garbage, park, roads, weed spraying, etc)			Installation, removal,maintenance decorative lighting
Community Services(flowers, tree and shrub mntce, town signs, etc)	4,000.00		Truck, water trailer, water, fertilizer
Cultural Collective			
Farmers Market - facilities and equipment			MacNaughton Park Scenic Gardens (no rental fee), picnic tables, hydro, barriers
Huron Sound Music and Arts Festival - facilities and equipment		unknown	MacNaughton Park Pavillion (no rental fee). Booked the hall as a back up location for inclement weather. Portable power panel, 35 tables and floor mats to cover cables.
Fall Event - facilities and equipment		\$ 460.00	Based on an unlicensed event
Winter Event - facilities and equipment		\$ 460.00	Based on an unlicensed event
Thames Road Elimville Community Park Ctee			
Annual financial commitment	4,000.00		
Sub Total - based on MOU's	\$26,620.00	\$ 9,447.00	
Res 105-2019 - Registered Charities - Exempt from rental fees			
2019 In Kind Facility Rentals in addition to above			
South Huron Hospital Foundation - Annual Gala		\$ 2,300.00	
Alzheimer Society of Huron County		\$ 3,400.00	
Big Brothers/Big Sisters, spring, fall and xmas events		\$ 1,356.00	
Jessica's House - Music Weekend		\$ 3,000.00	Security fencing, locates, picnic tables, ball diamond lights
Sub Total - In Kind Facility Rentals - registered charities	\$ -	\$10,056.00	
2019-Other Facility Rentals Paid by Municipality(per 2019 Grants)	SHRC rec'd revenue		
Bach Festival of Canada	\$ 6,500.00		
Exeter United Church hall rental	\$ 513.00		
South Huron Community Choir - Fund Raiser	\$ 2,000.00		
South Huron Hospital Auxiliary Spring & Fall Rummage Sale	\$ 2,945.00		Pylons, extension cords
South Huron Winterfest Family Day	\$ 500.00		
2019 Other facility rentals received revenue	\$12,458.00	\$ -	
Total	\$39,078.00	\$19,503.00	

All of the events hosted at the SHRC require staff resources in addition to the set up and tear down of the table and chairs, as staff are scheduled during the event. At the present time the fees and charges bylaw has not been amended to reflect fees associated with the set-up of any special events that would require use of staff. The operational and financial impact related to staff time for the events listed has not been tracked and is unknown for the purposes of this report.

The amount of staff time and resources will vary based on the scope of the event. The costs associated with the facilities are estimates and may vary dependent on the scope of the event (hours of usage/expected attendance).

The in-kind amount listed in the chart (\$10,056.00) related to the exemption of facility rental fees for Registered Charities is based on events that occurred in 2019.

The chart includes the financial impact (\$12,458.00) of facility rentals paid by the municipality for other organizations which do not have an MOU and are non-registered charities in 2019.