



*The Corporation of the Municipality of Wawa  
Staff Report*

*Clerk*

Prepared For: Council	Report No.: CC 2021-06
Agenda Date: July 13, 2021	File No.: 9.1

### Subject

The purpose of this report is request Council to approve the waiver of rental fees for the Provincial Offences Court due to the lack of usage caused by COVID-19.


### Summary of the Recommendation

**RESOLVED THAT** the Clerk recommends that Council accept Staff Report No. CC 2021-06, Waiver of Rental Fees for POA court and approve the waiver of the rental fees for the POA court for the period March 2020 to December 31, 2021.

### Background

In March 2020, the Municipality of Wawa declared an Emergency and temporarily closed many of its facilities due to the COVID-19 pandemic. This pandemic is one of the most difficult situations that residents, businesses and the municipality have had to face. Changes with the way we are conducting business has caused a financial impact on the municipality, and now we are facing additional challenges with the reduction in rental income.

Recently, the Sault Ste. Marie Provincial Offences office contacted the Municipality for a refund of its rental payment due to non-usage of the Council Chambers for its court hearings. In accordance with Section 1(a), Appendix 1 of the agreement (By-Law No. 3332-20) the Sault Ste. Marie POA court is required to pay rent based on a maximum of

Respectfully Submitted By: Cathy Cyr Clerk	Reviewed By: Maury O'Neill, CAO-Treasurer
Name/Signature/Title 	Supervisor's Name/Signature/Title

15 days usage annually with any part year to be pro-rated. The POA court utilized the municipal facilities on February 20, 24, 25, 26 and 27, 2020 for a total of 5 days. In April 2020, the Municipality of Wawa invoiced the POA court for 12 days at \$267.10 per day, being \$3,205.20 plus HST. The total amount paid by the Sault Ste. Marie POA court totalled \$3,621.00 for the year 2020.

Given that they only used the facility for 5 days in 2020 at \$267.10 plus HST per day, totalling \$1,335.50 plus HST (or \$1,509.12).

The City is requesting, that the Municipality of Wawa prorate the invoice by 7 days of the 15 days charged to reflect \$1,820.70 plus HST; and a refund of \$2,112.77 be issued to the City of Sault Ste. Marie for 2020. Further, it is anticipated that POA Court may not resume in Wawa in the near future, and it is requested that further rental fees be waived for 2021.

Because the agreement between the City of Sault Ste. Marie and the Municipality of Wawa was undertaken and approved by By-Law, staff are requesting Council to approve the refund in rental revenue in the amount of \$2,112.77 for 2020, and waive the rental fee for the year 2021, being approximately \$3,621.00 (based on 12 days usage).

### **Financial Impacts**

The financial impact for the waiver of fees will be a loss of rental revenue of \$2,112.77 for 2020 and \$3,621.00 for 2021.

### **List of Stakeholders**

Council and Municipality of Wawa  
Residents of the Municipality of Wawa

**Recommendation**

Staff recommends that Council accept the staff report and authorize the waiver of rental fees for the City of Sault Ste. Marie Provincial Offences Court for the period of March 2020 to December 31, 2021. The Municipality of Wawa would refund the City of Sault Ste. Marie the amount of \$2,112.77 for 2020 and no rental fees would be charged for 2021 until such time as the POA court resumes services in Wawa.