

**TOWN OF FORT NELSON
FORT NELSON-LIARD REGIONAL DISTRICT
POLICY & PROCEDURE MANUAL**

3715-02-01 - COMMUNITY CENTRES & HALL, RENTAL AGREEMENTS

Background/History

In 1991 the Fort Nelson Food Bank utilized the Recreation Centre for a time to distribute food supplies on a monthly basis. The group applied for and received a 'Grant-in-Aid' to cover the facility rental fees. On January 4, 1994, the Lower Light Station Society again requested use of the Recreation Centre for the monthly food bank operation. The Director of Recreation Services, advised the Society that the Grant-in-Aid Program had been discontinued and as such no rental waivers would be available.

At the Regular meeting held on January 24, 1994, Mr. Pratt of the Lower Light Station Society attended to appeal to the Regional Board for a waiver of facility rental fees. The Board concurred with Mr. Pratt and requested that the following policy be implemented.

Policy/Objective

That the Recreation Centre facility be available free of charge to any local group wishing to offer food bank services conditional that such use is scheduled in advance and all rules and regulations for said facility use are adhered to. Food Bank organizations shall not have the ability to "bump" other scheduled uses.

<i>Policy Section: 37</i>	<i>Recreation & Culture</i>
<i>Subject: 3715-02-01</i>	<i>Halls & Centres Rental Agreements</i>
<i>Prepared by: S. Blakely</i>	<i>Approved by Mgmt Team: 04/24/97</i>
<i>By Administrator:</i>	<i>By Council/Board: Oct 27, 1997</i>
<i>Revision Date:</i>	<i>Page 1 of 2</i>

Implementation

The Lower Light Station Society or other local organizations offering food bank services shall receive a copy of this policy. Food Bank function bookings shall be treated in the same manner as any other user group booking, excepting that the group shall not be billed for facility use.

Policy Section: 37	Recreation & Culture
Subject: 3715-02-01	Halls & Centres Rental Agreements
Prepared by: S. Blakely	Approved by Mgmt Team: 04/24/97
By Administrator:	By Council/Board: Oct 27, 1997
Revision Date:	Page 2 of 2