



**SPECIAL COUNCIL MEETING AGENDA**  
**Wednesday, August 10, 2016**  
**COUNCIL CHAMBERS – CIVIC SQUARE**

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- 1. OPEN SPECIAL COUNCIL MEETING (5:30 P.M.)**
  - 1.1 ADDITIONS/DELETIONS TO AGENDA**
  - 1.2 DISCLOSURES OF INTEREST**
  - 1.3 COUNCILLORS TO DETERMINE AGENDA ITEMS AND BY-LAWS TO BE REMOVED FROM BLOCK FOR DISCUSSION IN COMMITTEE-OF-THE-WHOLE (OPEN) (See pink tab)**
  
- 2. COMMITTEE-OF-THE-WHOLE (OPEN)**  
**(to discuss items removed from Agenda Block)**
  
- 3. CONFIRMATORY BY-LAW**

A By-law to adopt, ratify and confirm proceedings of the Council of the Corporation of the City of Welland at its meeting held on the 10<sup>th</sup> day of August, 2016.  
Ref. No. 16-1
  
- 4. ADJOURNMENT**



## **SPECIAL COUNCIL MEETING AGENDA INDEX**

*Wednesday, August 10, 2016*  
*5:30 P.M.*  
**COUNCIL CHAMBERS – CIVIC SQUARE**

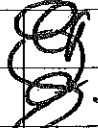


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Page No.

### **AGENDA BLOCK**

1. **BUSINESS ARISING FROM MINUTES, PREVIOUS MEETINGS AND OTHER ITEMS REFERRED FROM COUNCIL FOR DISCUSSION - Nil**
  
2. **COMMITTEE AND STAFF REPORTS**
  1. **Business Arising from Committee-of-the-Whole (closed) - Nil**
  2. **Staff Reports**
  
- 1 - 12            **CAO-2016-09** Chief Administrative Officer, G. Long - Niagara Regional Exhibition - Request for Funding. Ref. No. 16-4
  
3. **NEW BUSINESS - Nil**
  
4. **BY-LAWS - Nil**

**SPECIAL COUNCIL**  
**OFFICE OF THE CAO**

APPROVALS	
GENERAL MANAGER	
C.F.O.	
C.A.O.	

**REPORT CAO 2016-09** 16-4  
**AUGUST 10, 2016**

**SUBJECT: NIAGARA REGIONAL EXHIBITION – REQUEST FOR FUNDING**

**AUTHORS: STEVE ZORBAS, CFO, CPA, CMA, B.Comm, DPA,  
GENERAL MANAGER, CORPORATE  
SERVICES/TREASURER**

**APPROVING G.M.: GARY LONG, CAO**

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND grants the Niagara Regional Exhibition (NRE) funding in the amount of \$24,641.00, being the unspent funding in the City's 2016 Operating Budget previously allocated to the Niagara Food Festival in order to facilitate an event which combines the NRE with a Food Festival to take place on September 16-17-18, 2016; and further

That Council authorize the CFO to transfer the approved budget amount of \$24,641.00 from the Niagara Food Festival budget to the Niagara Regional Exhibition.

**ORIGIN AND BACKGROUND:**

In early July, the NRE Board decided to cancel this year's exhibition, regroup and prepare for 2017.

On August 3, 2016, the Mayor's Office received a letter from the Treasurer of the Niagara Regional Exhibition on behalf of their Board Members. In their letter, they indicated that they were revisiting their decision and, upon approval for funding from the City of Welland, they are prepared to organize and host the annual Niagara Regional Exhibition which has been held in Welland for 163 years. The NRE are requesting a grant in the amount of \$25,000 plus \$2,500 in in kind services.

**COMMENTS AND ANALYSIS:**

With the cancelling of the Niagara Food Festival for the 2016 season, the grant amount to the Food Festival in the amount of \$24,641.00 is currently unused and still available. The NRE Board of Directors would like to bring a slightly revised event by combining the Niagara Regional Exhibition with a Food Festival to fill this void. They anticipate bringing an invigorating new event in 2017 as part of Canada's 150<sup>th</sup> birthday.

**FINANCIAL CONSIDERATION:**

The CFO has had an opportunity to review the grant request from the NRE along with their proposed 2016 budget (not approved by the NRE Board) and 2015 Financial Statements and

has determined that the amount of \$24,641.00 which was to be allocated to the Food Festival could be utilized towards the proposed NRE event at the Welland fairgrounds on Niagara Street.

It was also determined that the \$2,500 in in-kind services requested by the NRE would not be granted as this had not been budgeted for, and that the only amount which remains unused, being the \$24,641.00 could be provided to the NRE upon Council approval. The funds will not be paid to the NRE until after the event is completed. In addition we will be requesting the financial statements for the 2016 event to be filed with CFO of the City of Welland.

Since the funding had already been previously allocated and now remains unused, there are no financial implications associated with this request.

**OTHER DEPARTMENT IMPLICATIONS:**

Corporate and Financial Services and the SEART group would be involved with the transactions and approvals for this event.

**SUMMARY AND CONCLUSION:**

The NRE has been a 163 year old tradition in Welland. The NRE Board, after cancelling this year's exhibition, have revisited their decision and are prepared to organize a combined Exhibition – Food Festival for this September. The grant request could be supported by the City by transferring budget approved funds previously earmarked for the Niagara Food Festival.

**ATTACHMENTS:**

Letter dated Aug 3/16 from NRE Treasurer  
Welland Food Festival and Fair - 2016 Proposed Budget  
NRE 2015 Financial Statements

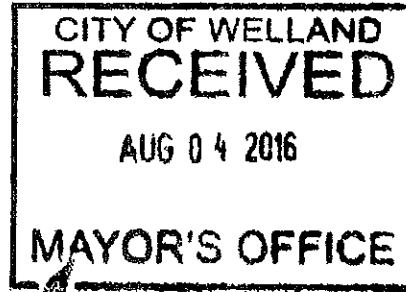


Niagara Regional Agricultural Society  
 1100 Niagara Street, Welland, Ontario L3C 1M6  
 PH: (905) 735-6413 FAX: (905) 735-2317  
 Email: [info@niagararegionalexhibition.com](mailto:info@niagararegionalexhibition.com)  
 Toll Free: 1-888-935-6413  
[www.niagararegionalexhibition.com](http://www.niagararegionalexhibition.com)



Welland Mayor Frank Campion and City Council

Delivered By Hand



August 3, 2016

In light of the cancellation of both the Niagara Food Festival and the Fair, our community is feeling a major void. As you have no doubt heard, many residents are concerned and will miss these opportunities to see old friends and enjoy a special time with family.

The Niagara Regional Exhibition (NRE) is prepared to engage a professional event manager and offer a combined Welland Fair and Food Festival in September. However, we would need a permissive grant to make this financially feasible. As has been reported in the local paper, the NRE Board is committed to re-invigorate the Fair for 2017, as part of celebrating Canada's 150<sup>th</sup> birthday.

We are requesting a permissive grant of \$25,000, plus services in kind from the City up to \$2,500. We understand that \$24,641 allocated for the Food Festival is available in your 2016 budget.

The Niagara Regional Exhibition has never asked for a permissive grant from the city in its 163 year history.

The plan is to incorporate elements of the Food Festival, such as: food vendors, The Apple Pie Contest, The Fire Fighters Chili Cook Off, and Buskers entertaining throughout the fair grounds.

With this grant the Fair could and would run for 3 days, September 16, 17, and 18<sup>th</sup>, keeping many traditional elements, such as: the Midway, livestock exhibits, Home Show, Demolition Derby, the Fairest Baby Contest, etc. In the past there was an admission charged at the NRE gate, this year it would be free.

NRE board members were encouraged by the Mayor's positive comments in the Tribune. Time is of the essence. If this plan is to go forward, we need a response as soon as possible – hopefully, not later than the week of August 8.

Thank you,

Arthur Gill,  
 2016 Niagara Regional Exhibition Treasurer

cc:  
 Gary Long CAO,  
 Steve Zorbas, City Treasurer

<b>Welland Food Festival and Fair 2016 Budget</b>
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	<b>2016 Budget</b>
<b>REVENUE</b>	
<b>Pre Event Revenues</b>	
Vendor Site Fees	\$ 10,000
<b>Grants &amp; Other</b>	
City of Welland	25,000
Program	2,000
	<b>27,000</b>
<b>Sponsorships</b>	5,000
<b>PRE EVENT REVENUES</b>	<b>42,000</b>
<b>EXPENSES</b>	
<b>Operational Expenses</b>	
Security Other	2,500
Supplies	1,500
Volunteer food	500
Waste Management	500
Signage	1,000
Washroom Cleaning	1,000
<b>Total Operational Site Expenses</b>	<b>7,000</b>
<b>Advertising</b>	<b>5,000</b>
<b>Rentals</b>	
Preparation and event setup	1,000
<b>Total Rentals</b>	<b>1,000</b>
<b>Entertainment</b>	
Musical Acts & Buskers	14,000
Childrens Entertainment	1,000
<b>Total Entertainment Costs</b>	<b>15,000</b>
<b>Prize payouts</b>	
Event & Site Liability	<b>10,000</b>
<b>Administration Expenses</b>	
Miscellanoues	1,000
Honorarium	3,000
<b>Total Administration Expenses</b>	<b>4,000</b>

<b>Welland Food Festival and Fair 2016 Budget</b>
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	<b>2016 Budget</b>
<b>TOTAL EXPENSES</b>	42,000
<b>CAPITAL EXPENDITURES</b>	-
<b>NET PRE EVENT MARGIN</b>	-
<b>On Site Revenues (Expenses)</b>	
Draught Sales	5,000
Draught Purchases	(1,000)
Wine Sales	2,000
Wine Purchases	(1,000)
<b>Total On Site Revenues</b>	5,000
<b>Net Profit</b>	\$ 5,000

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**NIAGARA REGIONAL AGRICULTURAL SOCIETY**

FINANCIAL STATEMENTS  
FOR THE YEAR ENDED NOVEMBER 30, 2015  
(unaudited - see Notice to Reader)

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**James P. Dalton, C.A.**

6 Highway #20 East, P.O. Box 950  
Fonthill, Ontario  
L0S 1E0

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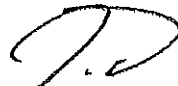
Tel: (905) 892-0500 Fax: (905) 892-0600 E-mail: jdalton4@cogeco.ca

**NOTICE TO READER**

I have compiled the balance sheet of Niagara Regional Agricultural Society as at November 30, 2015 and the statements of income and members' surplus and of cash flows for the year then ended from information provided by management.

I have not performed an audit or a review engagement in respect of these financial statements and accordingly I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.



James P. Dalton  
CHARTERED ACCOUNTANT

Fonthill, Ontario  
January 13, 2016

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**NIAGARA REGIONAL AGRICULTURAL SOCIETY**

BALANCE SHEET  
 NOVEMBER 30, 2015

	<u>2015</u>	<u>2014</u>	<u>2013</u>
<b>ASSETS</b>			
<b>Current assets</b>			
Cash	-	-	-
Rent receivable	23,671	8,731	1,610
HST receivable	-	4,281	3,156
	<u>23,671</u>	<u>13,012</u>	<u>4,766</u>
<b>Capital assets (Note 1)</b>	<u>2,563,789</u>	<u>2,490,789</u>	<u>2,485,009</u>
	<u>2,587,460</u>	<u>2,503,801</u>	<u>2,489,775</u>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Bank indebtedness	57,579	28,836	7,890
Accounts payable and accrued charges	83,426	1,500	1,500
HST payable	4,107	-	-
	<u>145,111</u>	<u>30,336</u>	<u>9,390</u>
<b>MEMBERS' EQUITY</b>			
<b>Net investment in capital assets</b>	2,563,789	2,490,789	2,485,009
<b>Surplus (Deficit)</b>	<u>(121,440)</u>	<u>(17,324)</u>	<u>(4,625)</u>
	<u>2,442,349</u>	<u>2,473,465</u>	<u>2,480,384</u>
	<u>2,587,460</u>	<u>2,503,801</u>	<u>2,489,775</u>

Approved by the Board:

\_\_\_\_\_ Director  
 \_\_\_\_\_ Director

See accompanying Notice to Reader.  
 (Unaudited)

James P. Dalton, C.A.

# NIAGARA REGIONAL AGRICULTURAL SOCIETY

## STATEMENT OF INCOME AND MEMBERS' SURPLUS

FOR THE YEAR ENDED NOVEMBER 30, 2015

	<u>2015</u>	<u>2014</u>	<u>2013</u>
<b>REVENUE</b>			
Fair	82,138	59,701	75,797
Grant	4,000	7,542	7,542
Other	14,561	12,524	6,460
Rental income	124,008	136,690	110,829
	<u>224,707</u>	<u>216,457</u>	<u>200,628</u>
<b>EXPENSE</b>			
Advertising and promotion	15,132	15,565	14,396
Association fees and dues	862	528	167
Concession costs	-	2,946	4,624
Contract services	5,466	13,248	4,660
Grandstand and bracelets	61,869	82,469	85,946
Grounds maintenance	59,080	12,862	28,564
Insurance	21,457	18,923	19,965
Meetings and conferences	3,252	1,987	1,749
Office, bank charges and postage	7,048	7,016	10,095
Other operating expenses	7,850	13,872	5,981
Parking, ticket takers and sellers	2,632	2,771	2,996
Prize money and Derby payout	19,078	25,894	19,058
Professional fees	4,910	4,688	4,700
Security	15,376	11,234	21,808
Telephone and internet	3,948	3,499	3,101
Utilities	10,814	5,878	14,042
	<u>238,772</u>	<u>223,377</u>	<u>241,852</u>
<b>NET LOSS BEFORE OTHER ADJUSTMENTS</b>	(14,066)	(6,920)	(41,223)
<b>OTHER ADJUSTMENTS (Note 3)</b>	<u>(17,050)</u>	-	-
<b>NET LOSS</b>	(31,116)	(6,920)	(41,223)
<b>MEMBERS' SURPLUS, BEGINNING OF YEAR</b>	<u>2,473,465</u>	<u>2,480,384</u>	<u>2,521,608</u>
<b>MEMBERS' SURPLUS, END OF YEAR</b>	<u>2,442,349</u>	<u>2,473,465</u>	<u>2,480,384</u>

See accompanying Notice to Reader.  
(Unaudited)

# NIAGARA REGIONAL AGRICULTURAL SOCIETY

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED NOVEMBER 30, 2015

	<u>2015</u>	<u>2014</u>	<u>2013</u>
<b>OPERATING ACTIVITIES</b>			
Net Income(Loss)	(31,116)	(6,920)	(41,223)
Effect on cash from changes in working capital:	75,373	(8,246)	(8,209)
	<u>44,257</u>	<u>(15,165)</u>	<u>(49,433)</u>
<b>INVESTING ACTIVITIES</b>			
Capital expenditures	(73,000)	(5,780)	(430)
<b>INCREASE (DECREASE) IN CASH</b>	(28,743)	(20,945)	(49,863)
<b>CASH, BEGINNING OF YEAR</b>	<u>(28,836)</u>	<u>(7,890)</u>	41,971
<b>CASH, END OF YEAR (Note 2)</b>	<u>(57,579)</u>	<u>(28,836)</u>	<u>(7,890)</u>

See accompanying Notice to Reader.  
(Unaudited)

# NIAGARA REGIONAL AGRICULTURAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED NOVEMBER 30, 2015

## 1. SIGNIFICANT ACCOUNTING POLICIES

### General

The Niagara Regional Agricultural Society was formed as an "agricultural society" without share capital under the Agricultural Societies Act of Ontario in 1853. It is not a corporation and has no Ontario corporation number.

### Income Taxes

As a non-profit organization, under Sec 149(1)(l) of the Income Tax Act, the society is exempt from tax on income and capital gains.

### Capital Assets

Capital assets are carried at cost. Amortization is not provided.

	<u>2015</u>	<u>2014</u>	<u>2013</u>
Land	700,850	700,850	700,850
Buildings	1,494,565	1,421,565	1,421,565
Outdoor lighting	120,000	120,000	120,000
Office equipment	17,078	17,078	17,078
Parking lot	30,000	30,000	30,000
Fence and other equipment	201,296	201,296	195,516
Total Cost	<u>2,563,789</u>	<u>2,490,789</u>	<u>2,485,009</u>
Accumulated Amortization	-	-	-
Net Book Value	<u>2,563,789</u>	<u>2,490,789</u>	<u>2,485,009</u>

## 2. SCHEDULE OF CASH

	<u>2015</u>	<u>2014</u>	<u>2013</u>
Chequing account (o/d limit \$50,000)	(51,938)	(23,946)	(9,178)
Concession account	-	-	-
Prize account	(5,841)	(5,090)	1,087
Petty cash	200	200	200
	<u>(57,579)</u>	<u>(28,836)</u>	<u>(7,890)</u>

## 3. OTHER ADJUSTMENTS

2015

Other adjustments comprise the following:

Provision for bad debts - BP Sports	9,000
Adjustment to agree books to outstanding HST return	8,050
	<u>17,050</u>

See accompanying Notice to Reader.  
(Unaudited)

**NIAGARA REGIONAL AGRICULTURAL SOCIETY**

SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED NOVEMBER 30, 2015

The Niagara Regional Agricultural Society is a non-profit organization which is dedicated to encouraging an awareness of agriculture and promoting improvements in the quality of life of persons who live in this agricultural community.

**HEAD OFFICE:**

1100 Niagara Street  
Welland, Ontario L3C 1M6  
(905) 735-6413

**EXECUTIVE FOR 2014 - 2015:**

Raymond C. Ravazzolo - President  
Amber Gilbert - First Vice President  
Kathryn Luska - Second Vice President  
Kathryn Powers - Secretary  
Vaughn Gibbons - Treasurer  
Arthur Gill - Co-Treasurer

**DIRECTORS FOR 2014 - 2015:**

Dennis Martineau - Director  
John McMahon - Director  
Mary-Louise Ravazzolo - Director  
Ray Ravazzolo Sr. - Director  
Suzy Walter - Director  
Chris Lance - Director  
George Storm - Director  
Bill Foote - Director  
Jim Wiley - Director  
Stan Rusin - Director  
Martin Vaillancourt - Director

**ACCOUNTANT:**

James P. Dalton, C.A.  
6 Hwy#20 East  
Fonthill, Ontario  
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(905) 892-0500 Tel  
(905) 892-0600 Fax  
jdalton4@cogeco.ca

**BANKER:**

TD Canada Trust  
845 Niagara Street North  
Welland, Ontario L3C 1M4  
(905) 732-2461