



City of  
**Peterborough**

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**To:** Members of the General Committee

**From:** Sheldon Laidman, Commissioner of Community Services

**Meeting Date:** January 11, 2021

**Subject:** Report CSAD21-002  
COVID-19 Pandemic Restrictions Response – Peterborough  
Memorial Centre Suite Holder License Agreements

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## **Purpose**

A report to request the license fee be waived for the 2020/21 Season term on existing Suite Holder License Agreements affected by the closure and temporary elimination of ticketed events at the Peterborough Memorial Centre (PMC) in response to the COVID-19 pandemic restrictions.

## **Recommendations**

That Council approve the recommendations outlined in Report CSAD21-002, dated January 11, 2021, of the Commissioner of Community Services, as follows:

- a) That the Mayor and Clerk be authorized to amend the Suite Holder License Agreements for the fourteen (14) Suite Holders with multi-year license agreements to reflect the license fee being waived for the 2020/21 Season term on current agreements for the period September 1, 2020 to August 31, 2021 in a form satisfactory to the Commissioner of Community Services and City Solicitor; and
- b) That if there are events during the 2020/21 season term which allow occupying of the suites, the license fee for the fourteen (14) Suite Holder Agreements be waived on a pro-rated basis, depending on the portion of the 2020/21 OHL Season that the Suite Holder is allowed to occupy the suite as directed by the restrictions placed in response to the COVID-19 pandemic.

## **Budget and Financial Implications**

The fourteen multi-year Suite Holder License Agreements represent an annual total revenue of \$162,145.00 plus HST for the period September 1, 2020 through August 31, 2021 with 75% being retained by the City and split over the 2020 and 2021 Budget years and 25% being provided to the Peterborough Petes as authorized in their 2017 Amending Agreement. Should the COVID-19 pandemic restrictions continue to restrict ticketed events, no license fee revenue would be collected per the recommendations of this report.

## **Background**

There are 24 Executive Suites at the PMC with 14 Suites currently under multi-year Suite Holder Agreements. 8 are up for renewal in the 2020/21 Season and 2 are provided to tenants (Peterborough Petes and Peterborough Lakers) at no charge as directed in their Facility License Agreements.

The PMC closed to ticketed events on March 14, 2020 in response to the COVID-19 pandemic restrictions. The Peterborough Petes 2020/21 OHL hockey season is tentatively scheduled to start a partial season with likely no fan access in February 2021. The License Fee for Suite Holder Licence Agreements applies to the Petes Hockey Season. It is unknown when ticketed events will resume at the PMC and when the Executive Suites could be utilized for events.

The waiving of the license fee allows for the multi-year agreements to remain in effect for future years without cancelling them. This approach ensures that the Petes are fully aware that there will be no revenue split for the 2020/21 year of these multi-year license agreements as there will be no license fees collected.

## **Authority to Approve**

Appendix B Exempt Expenditures, B.1.1 General Expenses g) of Purchasing Bylaw 18-084 (as amended by 19-035) exempts licenses for real property payments and B.1.3(g) exempts tenants and promoters using the City arenas. As a result, authority to approve the Suite Holder Licence Agreements is delegated to the Department Commissioner and either the CAO or Treasurer. The Executive Suites at the PMC can only be occupied during ticketed events. The closure of the PMC to ticketed events directly impacts the ability to occupy the Executive Suites and there is no basis to charge the Suite Holder License Fees. The waiving of the license fee will impact the 2021 Operating Budget revenue projections, Staff have determined that Council approval should be sought rather than using the Purchasing Bylaw's delegated authority.

## Summary

As a result of the closure and reduced business levels of the PMC in response to the COVID-19 pandemic restrictions, it is unclear when the PMC will open for ticketed events allowing the Executive Suites at the PMC to be occupied. Amending the Suite Holder Licence Agreements to reflect the license fee be either waived or prorated for the 2020/21 Season on current license agreements, will define the license fee requirements during this period of closure and temporary elimination of ticketed events at the PMC.

Submitted by,

Sheldon Laidman  
Commissioner of Community Services

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