



COUNCIL POLICY

POLICY NUMBER: I-01

DATE OF RESOLUTION: APRIL 16, 2013

**RECREATION ASSISTANCE PROGRAM
P.L.A.Y. (PROGRAM AND LEISURE ACTIVITIES FOR YOU)**

1.0 SCOPE OF POLICY

The P.L.A.Y. program provides a service credit to Whistler residents in financial need as determined by the RMOW.

The program is designed to allow Whistler residents, who are financially disadvantaged, a credit which is applied to the cost of programs and admission services.

The eligibility of individuals and families into the program requires the RMOW and an outside agency such as Whistler Community Services (CSS) to identify those clients in need and validate their applications.

This program applies to only Resort Municipality of Whistler Recreation (indoor and outdoor) Facilities and Programs.

As part of this policy, it is a requirement that Municipal staff bring the policy forward for Council review every four years with the next review taking place in the year 2017.

2.0 PURPOSE

To provide eligible persons and/or families financial assistance to recreation and leisure programs offered through the Corporate and Community Services Department.

- 2.1 Programs to include all, but the Kids on the Go program. Exceptions to this may be made on a case by case basis by the Manager of Recreation.
- 2.2 Pass to include admission to the Meadow Park Sports Centre and the Lost Lake Cross Country Trails.

To continue and improve the existing partnership relationship with Whistler Community Services Society and their clientele.

3.0 GUIDING PRINCIPLES

Applicants:

Step 1 – Must be a Whistler resident (defined as someone who owns or rents property within the Resort Municipality of Whistler).

Step 2 – Individuals or families can reapply each year and only once per calendar year. Families include applicant, spouse, and dependents under the age of 18 years. Exceptions to this may be made on a case by case basis by the Manager of Recreation.

Step 3 – Gross income levels are based on those published by Statistics Canada and the National Council of Welfare.

4.0 GENERAL FEE POLICIES

4.1 Each person will receive up to a maximum of the equivalent value of a 20 time Meadow Park Sport Centre pass per calendar year.

4.2 Monies cannot be transferred from one year to the next. Any unused recreation credit on a customer's account will be deleted after 3 years.

4.3 Funds cannot be combined to purchase a fitness pass.

4.4 Funds cannot be combined for the use of one single family member.

4.5 Persons must pay any outstanding balances prior to the start of programs or implementation of passes.

4.6 Persons are required to apply and submit related documents each year.

4.7 Each applicant must provide the following to WCSS (if applicable):

4.7.1 Most recent Tax Assessment from Canada Revenue Agency (if not receiving financial subsidy from the Ministry of Social Services).

4.7.2 Employment Insurance statement.

4.7.3 Picture Identification with Whistler address.

5.0 ADMISSION POLICIES

Step 1 – Fill out Computer Application Form.

Step 2 – Drop off completed Computer Input Form with all supporting documents to Whistler Community Services

Step 3 (Optional)– Meet with a RMOW representative (Community Projects Coordinator or the Program Services Supervisor) to assist in determining programs and/or recreation services to be accessed by this program.

Step - 4 - Applicants are required to provide personal information for the Class Registration System (such as name, address, email information, etc).

Step 5 - Upon approval, register for a program through the RMOW's Class Registration System or pick up an admission pass from the Meadow Park Sports Centre.

6.0 PROGRAM POLICIES

An individual or family can apply for the P.L.A.Y. program through Whistler Community Services if:

- 6.1 They have been a Whistler Resident for the past 6 months and
- 6.2 They are receiving financial support or subsidy received from the Ministry of Social Services and
 - 6.2.1 Documents may include: Income Assistance, Ministry Transit Pass, BC Seniors supplement or confirmation from the Medical Services Plan that the individual is exempt from paying fees.
- 6.3 They can prove they are a Permanent Resident of Canada, Landed Immigrant or they have a valid Canadian Work Visa until the end of the funding period and
- 6.3 They provide a signature declaring truth to information provided on the application

7.0 FACILITY POLICIES

Guest Services Host staff at the Meadow Park Sports Centre will:

- 7.1 Input client information into the Class Registration System.
- 7.2 Register client for programs or process admission pass.
- 7.3 Print and mail receipts to clients.
- 7.4 When the credit is used, the amount is automatically reduced.

Program Services Supervisor, Guest Relations Supervisor and the Community Projects Coordinator will monitor use of P.L.A.Y. funds for each person and/or family.

Certified Correct:

Shannon Story
Corporate Officer