

Report

Date April 6, 2022 File:
Subject Fees and Charges Amendment Bylaw No. 3838, 2022 for first three readings

PURPOSE

To introduce an amendment to the Fees and Charges Bylaw to reflect changes in cost of service delivery and changes to services provided.

BACKGROUND

The Parks and Recreation Department conducts an annual review of fees and charges to determine if updates are needed due to inflation, cost of service delivery, or change of services provided. For 2022 Staff reviewed all fees and have identified that there are a number of minor modifications needed to occur to reflect the change in cost of service delivery and/or change of services provided.

The Parks and Recreation Department is not putting forward a recommendation for inflationary increases until attendance has normalized post COVID-19's influence.

DISCUSSION

Schedule D – Internment Fees

Section 1, Cemetery Fees - Line 34 to 38

Within the cemetery, there is a single fee for the purchase of a Memorial Tree with a bronze plaque. Staff have received requests for Memorial Trees to be purchased without the bronze plaque, as a result, a separate fee is required. Furthermore, the department is moving away from the terminology of "memorial" as it means the person has passed away, and are now using the term "tribute".

New Fee:

Tribute tree without bronze plaque \$550.00

The supplier of the bronze plaques have also had increased costs for the manufacturing of plaques. This is resulting in an increase for each plaque by \$200 as reflected in the table below.

Existing Wording	Existing Fee	Updated Fee
Tribute tree with bronze plaque on granite base	\$1,270	\$1,470
Tribute Bench – smooth grey, concrete legs, base and back	\$1,390	\$1,590
Tribute Bench – smooth, coloured, concrete legs, base and back	\$1,465	\$1,665
Tribute Bench – concrete legs and base, cedar back and seat	\$1,480	\$1,680
Tribute Picnic Table – concrete	\$1,755	\$1,955

Schedule F – Parks and Recreation Fees

Section 9, Fuller Lake Arena – Hourly Rental Rates – lines 25 to 36

With the removal of a concession at this facility, we have gained a new meeting room ("Board Room") which is currently not identified within the fees and charges bylaw. As a result we adding the words "and Board Room" to lines 25 to 36 in this section after "Upper Meeting Room".

Schedule F – Parks and Recreation Fees

Section 9, Fuller Lake Arena – Hourly Rental Rates - line 49

Presently the fee on renting the arena on statutory holidays is two times the current rate, which was based on scheduling staff specifically for a rental. The Municipality is now mandated to provide refrigeration plant safety checks on statutory holidays during its operating season (August to March). As a result Arena Staff are now scheduled for a three hour shift on all statutory holidays during the operating season. This updated fee will allow us to reduce the rental cost, for two hours, to attempt to gain revenue to offset this expense.

Existing Fee:

Surcharge – Rentals on statutory holiday	2 x rate
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Updated Wording and Fee:

Rentals on statutory holiday	
• First 2 hours	regular rate
• All hours thereafter	2 x rate

Schedule F – Parks and Recreation Fees

Section 10, Field and Park Use Fees – line 3

The department is receiving requests from commercial operators to utilize fields and parks for holding classes, programs and seminars in which they are charging a fee to those attending. This updated fee would cover off of their use of the field, post use maintenance, and our booking processes.

Existing Fee:

Williams Field Rental - commercial schools or camps	\$30.60 per hour (\$35.70 per hour with lights)
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Updated Wording:

Commercial use of sportsfields or parks	\$30.60 per hour (\$35.70 per hour with lights, where available)
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OPTIONS

1. **(Recommended Option)** THAT Council give first, second and third reading to Fees and Charges Amendment Bylaw No. 3838, 2022.
 - Proceeds with making the bylaw changes as noted to meet current service delivery methodology or adjust select costs embodied within our fees and charges schedule.
2. THAT Council give first reading to Fees and Charges Amendment Bylaw No. 3838, 2022.

- Council may amend the wording under the description in Column 1 or the amount under Column 2 after giving the bylaw first reading. Once any amendments are made, Council may then give the bylaw second and third reading as amended. Keeping in mind that reducing the proposed fees may result in the delivery of the service exceeding the costs recouped.

IMPLICATIONS

The fees and charges identified within the report constitute a small portion of the overall operating budget for the Parks and Recreation Department, as a result the realized financial impact overall is minimal.

However, the intent behind each change is strategic to ensure that as service delivery moves forward, that we are ensuring revenue realized is aligned with the type of use/user provided. The Fees and Charges Amendment Bylaw provides the following positive implications:

- **Cemetery Fees**
Ensuring the services provided meet public expectations, where reasonable.
Services provided meet the intent to provide a revenue neutral operation, where reasonable.
- **Arena Fees**
Providing and/or creating facility booking opportunities when available for all users.
- **Parks and Recreation Fees**
Offsetting non-profit/public field or park usage through, where appropriate, revenue generation from commercial operators.

RECOMMENDATION

THAT Council give first, second and third reading to Fees and Charges Amendment Bylaw No. 3838, 2022.

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Approved to be forwarded to Council:

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Attachment(s):

(1) 3838 Fees and Charges Amendment Bylaw