



2021 FEES & CHARGES ANALYSIS

Abstract

This report has been developed to provide Council with background information to assist them in setting the User Fees and Charges for various municipal services during the 2021 operating year.

Kurtis Pratt
Chief Administrative Officer

Executive Summary

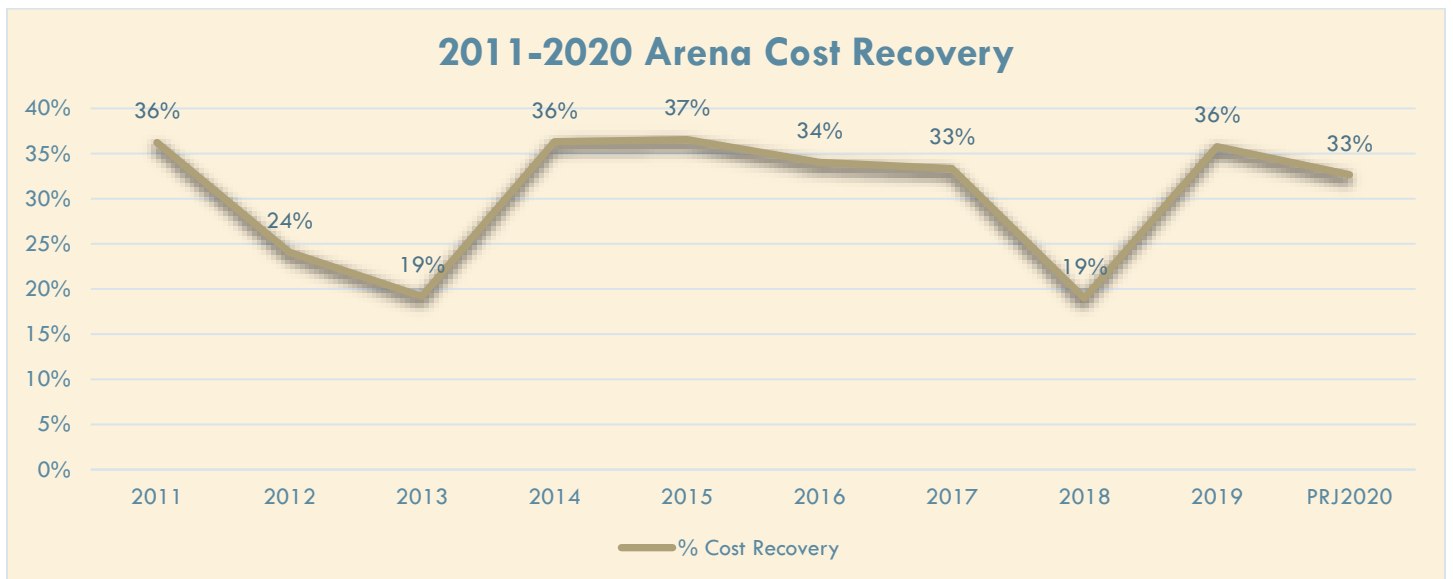
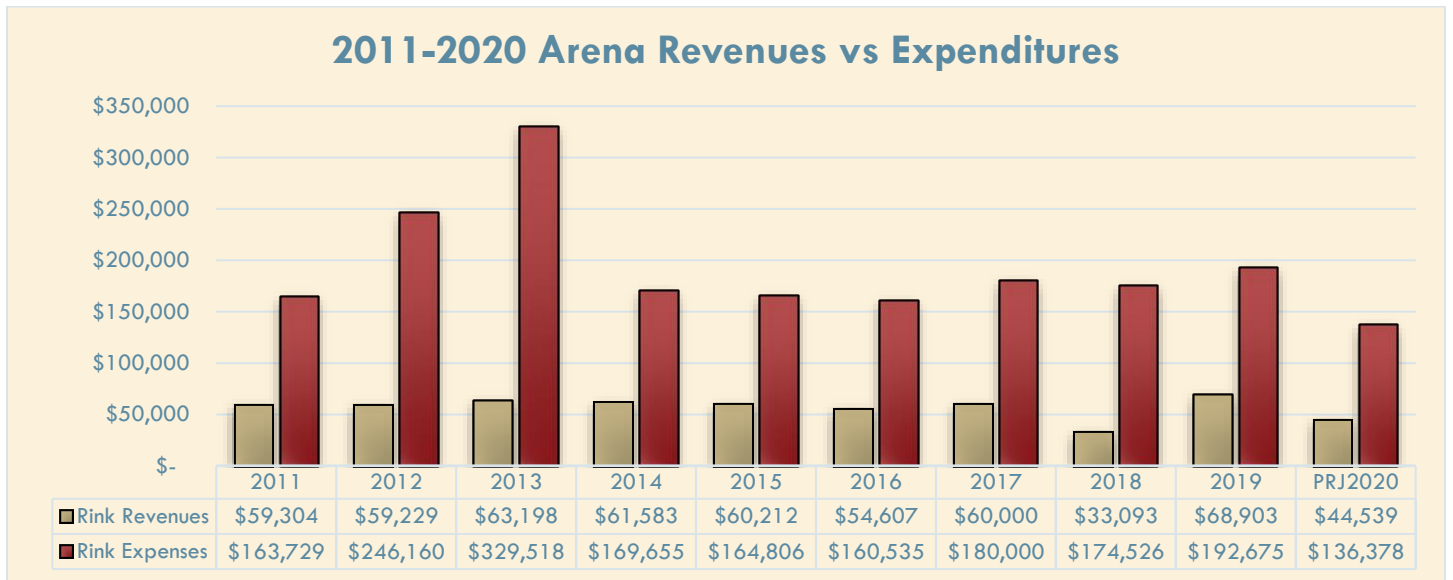
Council annually reviews the fees and charges that are assessed by the Town for the services that it provides. This document is meant to provide Council with information to properly determine if the right rate is being assessed. Administration has compiled the actual and projected (PRJ) revenues and expenditures from the current and future year. The Directors from each department provided their recommendations on proposed rate changes based upon their review of the business case for each category and taking into consideration market realities of our region. If there are no graph data present, it is due to the difficulty in accurately determining true costs expensed in the provision of that service. Council is free to make any changes they feel are necessary to balance these recommendations with their desired services levels or the potential political implications of a decision.

Table of Contents

Executive Summary	2
Community Services	3
Corporate Services	9
Development Services	10
Operational Services	11

Community Services

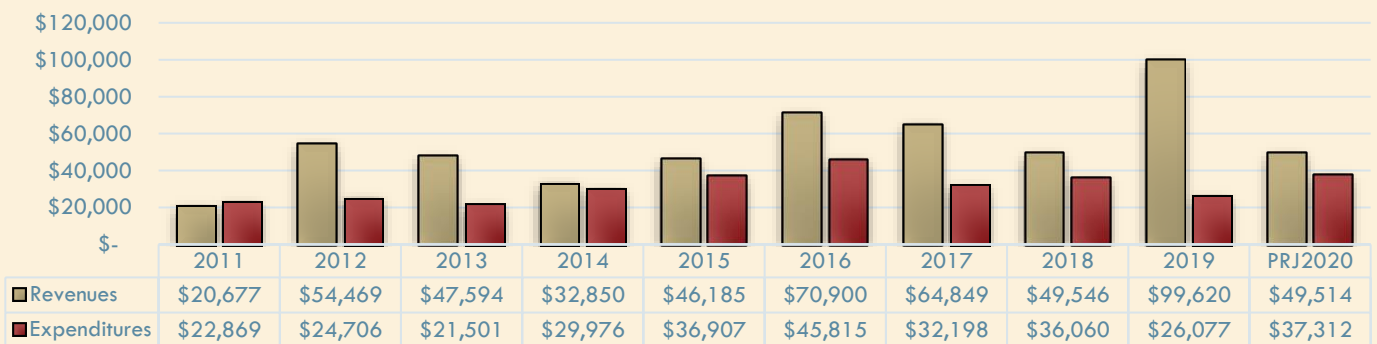
Community Services - Arena	2020 Fee	2021 Fee
Rental Rates – per hour		
Town Youth Group	\$85	\$85
Town Adult Group	\$115	\$115
Non-Local Westwind Group	\$25/Flood	\$25/Flood
Non-Local Group	\$135	\$135
Off Season Rental Rate – per hour		
Groups & Private	\$50	\$50
Raymond Minor Sports Group	\$25	\$25
Mezzanine in Arena	\$25	\$25



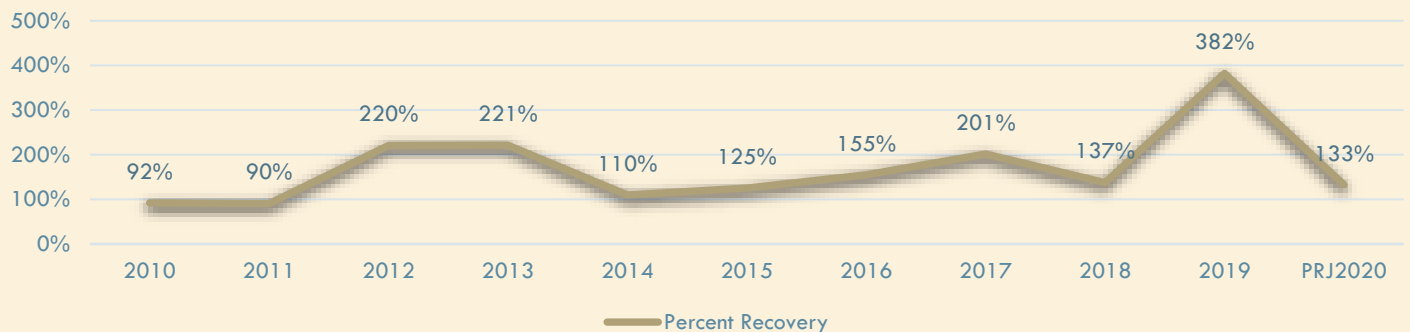
Community Services – Campground	2020 Fee	2021 Fee
No Services		
Daily	\$10	\$10
Weekly	\$65	\$65
Monthly	\$250	\$250
Season (approx. May 15 th to October 15 th)	\$1,000	\$1,000
With Services		
Daily	\$25	\$25
Weekly	\$150	\$150
Monthly	\$550	\$550
Season (approx. May 15 th to October 15 th)	\$2,200	\$2,200

Community Services – Cemetery		2020 Fee	2021 Fee
Lot Prices			
Cemetery Marker Fee		\$25	\$25
Cemetery Plot Purchase Price (includes perpetual care)		\$850	\$850
Columbarium Niche Purchase Price (includes 1 st Open & Close and perpetual care)		NA	\$1,000
Interment Rates (Opening & Closing)			
Interment Cost (during regular work hours)		\$1,000	\$1,000
Interment Costs (after hours and on weekends (Fri after 11am & Sat))		\$1,200	\$1,200
Interment Costs (Sundays & Holidays)		\$2,200	\$2,200
Under 2 years of age Interment Rates (Opening & Closing)			
Interment Cost (during regular work hours)		Free	Free
Interment Costs (after hours and on weekends (Fri after 11am & Sat))		\$425	\$425
Interment Costs (Sundays & Holidays)		\$1,150	\$1,150
Cremation & Columbarium Rates (Opening & Closing)			
Cremation Plot (Only for plots purchased before Nov 1, 2020)			
Cremation Plot (during regular work hours)		\$500	\$500
Cremation Plot (after hours and on weekends (Fri after 11am & Sat))		\$600	\$600
Cremation Plot (Sundays & Holidays)		\$1,100	\$1,100
Columbarium Niche (All Cremations after Nov 1, 2020)			
1 st Open and Close Regular hours		\$900	Inc with purchase
1 st Open and Close After hours and on weekends Fri after 11am & Sat)		\$900+\$200	\$200
1 st Open and Close Sundays & Holidays)		\$900+\$400	\$400
Plaque Replacement		\$125	\$125
2 nd Open and Close (Regular hours)		N/A	\$150
2 nd Open and Close (After hours and Holidays)		N/A	\$250
Disinterment			
Casket		Double Regular Fee for that day	Double Regular Fee for that day
Cremation		\$250	\$250

2011-2020 Cemetery Revenues vs Expenditures

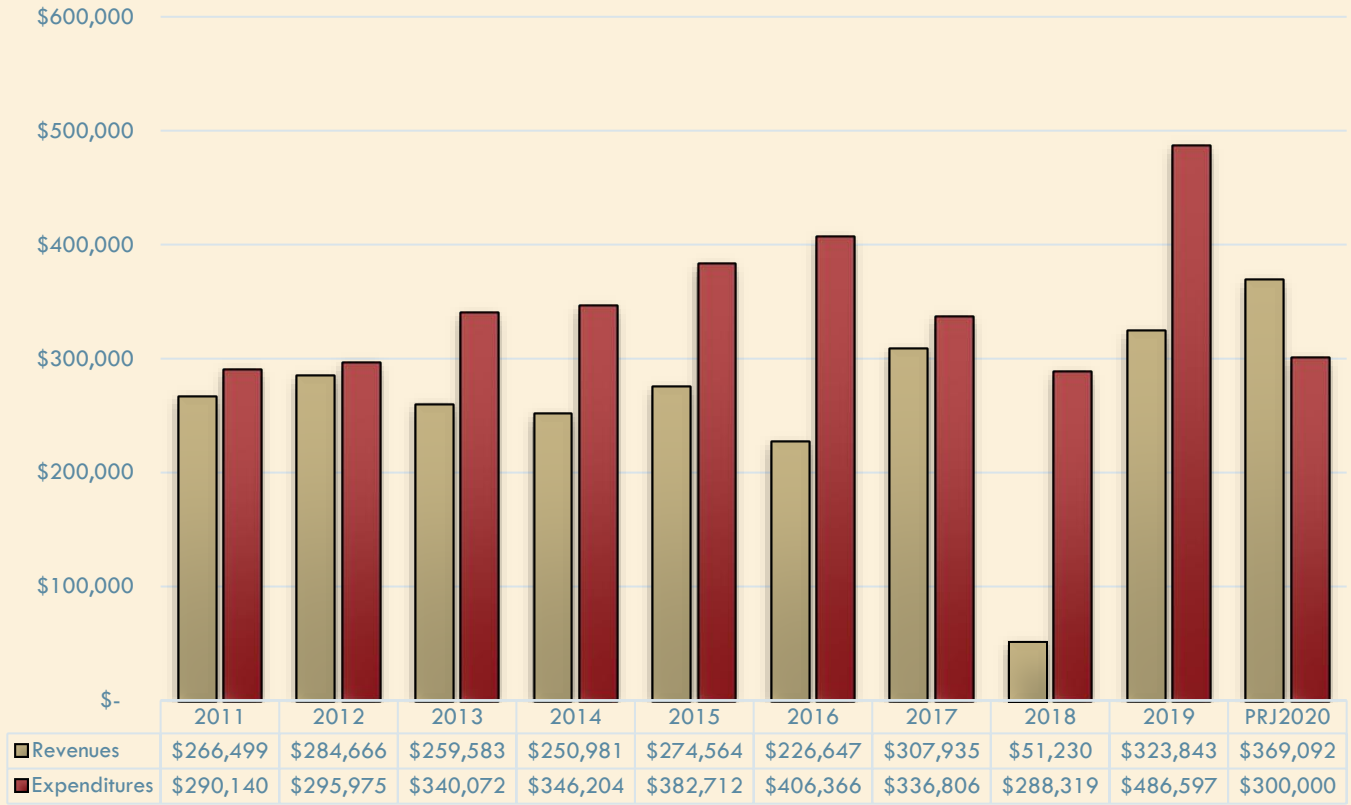


2011-2020 Cemetery Cost Recovery %

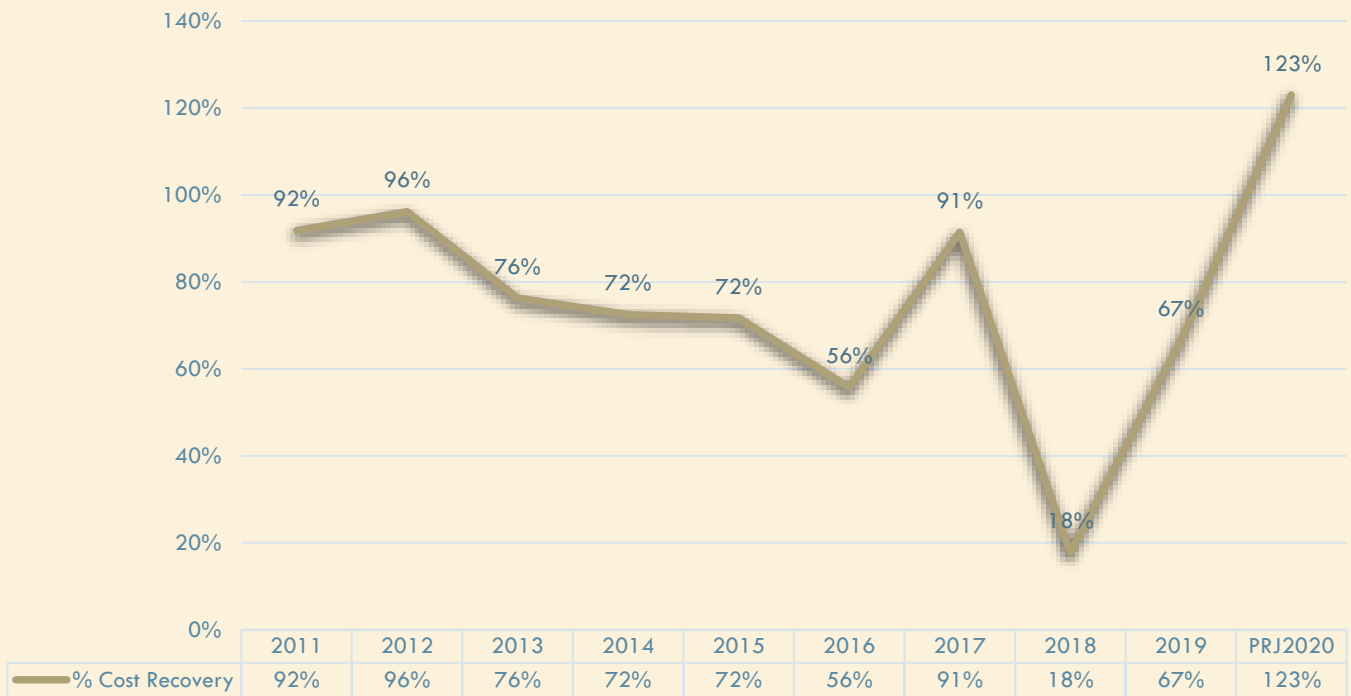


Community Services – Golf Course	2020 Fee	2021 Fee
Memberships & Passes (*receive a 10% discount if purchased before Jan 1st)		
Single Adult Membership 5 Day	\$550	\$550
Single Adult Membership 7 Day	\$770	\$770
Spouse Adult 5 Day	\$385	\$385
Spouse Adult 7 Day	\$550	\$550
60+ Single Membership 5 Day	\$465	\$465
60+ Single Membership 7 Day	\$650	\$650
60+ Spouse Membership 5 Day	\$300	\$300
60+ Spouse Membership 7 Day	\$465	\$465
Family Membership - 2 children free if both adults are paid members. Additional children +\$100/each	\$110	\$110
Post-Secondary Student Membership – Student ID required	\$330	\$330
Junior Membership – 14 years and under (restricted times to golf – M-F 12:00 – 5:00 pm and Sat & Sun after 4:00 pm, unless playing with an adult)	\$125	\$125
Junior Membership – 15 – 18 years old (unrestricted)	N/A	\$200
Green Fees	9/18 Holes	
Golf Weekdays – 9 holes	\$18/\$30	\$18/\$30
Golf Weekends – 9 holes	\$24/\$40	\$24/\$40
Punch Card (10 rounds of 9 holes)	\$175	\$175
Footgolf Weekday (18 Holes only)	\$10	\$15
Footgolf Weekend (18 Holes only)	\$15	\$20
Footgolf Weekday Family (Up to 6 people) (18 Holes only)	\$45	\$60
Footgolf Weekend Family (Up to 6 people) (18 Holes only)	\$60	\$80
Cart Rental		
Cart Rental – 9 holes	\$10/rider	\$24/cart
Cart Rental – Season (18 holes daily limit) 7 Day	\$660	\$660
Cart Rental – Season (18 holes daily limit) 5 Day	\$550	\$550
Seasonal Personal Golf Cart Trail fee	\$110	\$110
Daily Personal Golf Cart Trail fee	\$10	\$10
Driving Range		
Season Pass – 1 bucket per day (\$110)	\$180/\$100 (Jr)	\$180/ \$75 (Jr)
Punch Card (10) - 1 bucket per day	\$60	\$60
1 bucket	\$7	\$7
Cart Storage (Season)		
Power Carts	\$350	\$350
Gas Carts	\$400	\$400

2011-2020 Golf Course Revenues vs Expenditures



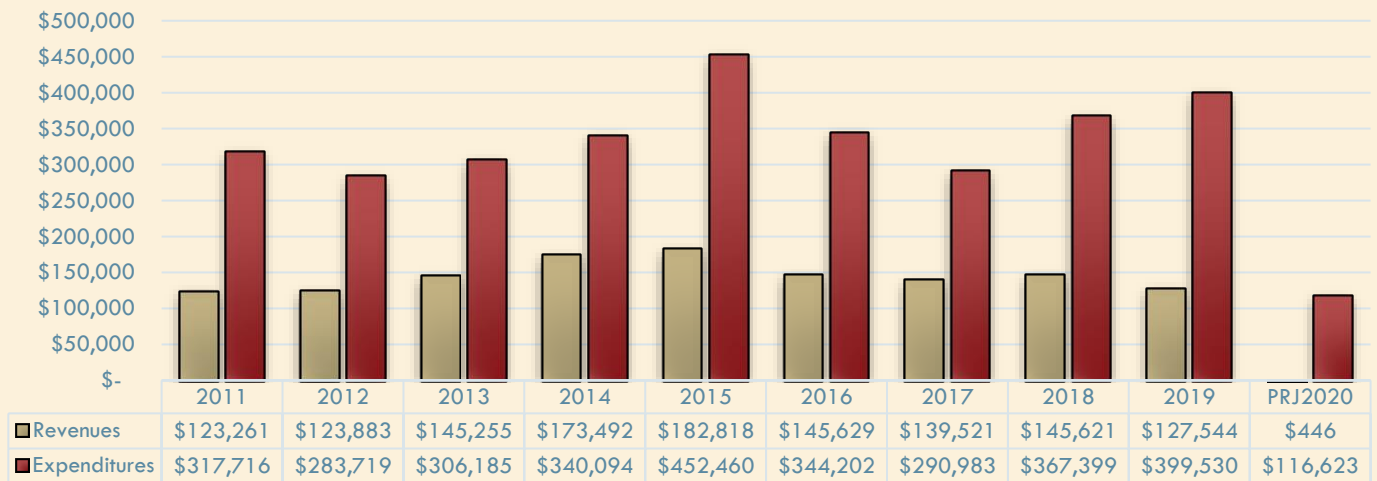
2011-2020 Golf % Cost Recovery



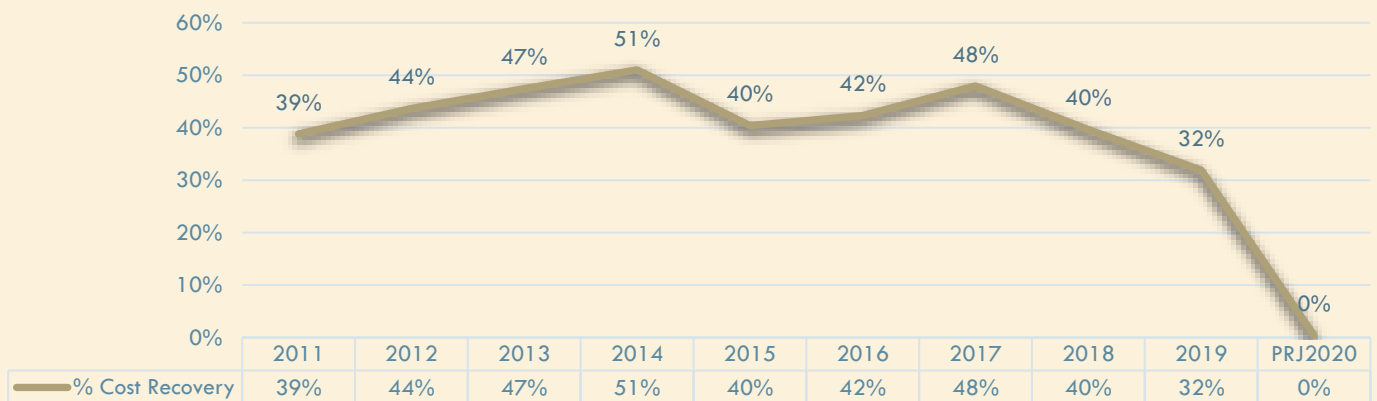
Community Services - Pool	2020 Fee	2021 Fee
Admissions		
Day Admission Ages 0-3	Free	Free
Ages 4-17	\$5	\$5
Adult 18+	\$6	\$6
Family Rate	\$20	\$20
Programs		
Lane Swim	Age Rate	Age Rate
Aqua Fit	Age Rate	Age Rate
Swim Lesson – per course	\$45	\$45
Private Lesson – per course	\$55	\$55
Passes & Rentals (receive 10% discount if purchased before Jun 1) (Raymond Residents Only)		
Single Season Pass (\$94.50)	\$105	\$105
Family Season Pass (\$207.00)	\$230	\$230
Any Age - Punch Pass (10 swims)	\$50	\$50
Pool Rental per hour (up to 200 people)	\$160	\$160
Pool Rental per hour (201 to 300 people)	\$200	\$200
Pool Rental per hour (301+ people)	\$250	\$250

School may reserve the pool during the month of June at a lifeguard fee only. (\$16.50/hr./lifeguard)

2011-2020 Pool Revenues vs Expenditures



2011-2020 Pool Cost Recovery



VSP Sports Fields	2020 Fee	2021 Fee
Club Facility Rental Rates – per season		
Minor Baseball Association – per person	\$15	\$15
Minor Softball Association – per person	\$10	\$10
Minor Football Association – per person	\$20	\$20
Minor Soccer Association – per person	\$20	\$20
Minor Tennis Association – per person	\$7	\$10
School Programs – per person	NA	NA
Full Complex (4 Fields) ½ Day Rental	\$600	\$600
Full Complex (4 Fields) Full Day Rental	\$1,000	\$1,000
Individual Field per event (up to 3 hours)	\$250	\$250
Individual Field per event (up to 8 hours w/ \$100 fee per additional hour)	\$400	\$400

Community Development Services

	2020 Fee	2021 Fee
Development Permit Fee (Permitted Use Not Requiring Waiver)		
• \$0-\$50,000 value of development	\$60	\$60
• \$50,001-\$100,000 value of development	\$100	\$100
• Value of Development more than \$100,000	\$150	\$150
Discretionary Use or Waiver Request Permit Fee	Applicable fee above plus \$100	Applicable fee above plus \$100
• \$0-\$50,000 value of development	\$160	\$160
• \$50,001-\$100,000 value of development	\$200	\$200
• Value of Development more than \$100,000	\$300	\$250
Notification fee (any waiver request to application requiring notification)	Applicable Permit Fee + \$200	Applicable Permit Fee + \$200
Occupancy Permit (Construction Compliance Certificate)		
• Regular fee, if submitted prior to the commencement of occupancy	\$0	\$0
• Late Occupancy fee for applications submitted after occupancy has already commenced	\$500	\$500
Late Application Fee (Applications made after development has already commenced)	Double the permit fee with a maximum of \$2,000	Double the permit fee with a maximum of \$2,000
Letter of Compliance/Property Land Use Inquiry Letter Response	\$50	\$50
Land Use Bylaw Violations – Enforcement Notice Admin Fee		
• 2 nd Notice	\$200	\$200
• 3 rd Notice	\$400	\$400
• Notice of Stop Order	\$600	\$600
Land Use Bylaw Amendment – any request for an amendment to the land use bylaw, including all land use district rezoning applications.	\$500	\$500
Advertising & Notification Fee,	\$300	\$300
Total Land Use Bylaw Amendment Fee	\$800	\$800
Development Appeals	\$300	\$300
Off-Site Cost Levy – for new development requiring a connection to sewer & water (Established by Bylaw 678-78)	\$200	\$200
Foundation Elevation/Landscape grade Inspection Fee	\$1,500	
• If Permits pulled by entity not on TOR Qualified Builder Listing		\$1,000
• If Permits pulled by entity on TOR Qualified Builder Listing		\$500
Refundable fee for completing the conditions of a permit (including, exterior finish, landscaping, and driveway paving)	\$2,500	\$2,500

Community Development – Community Centre Board Room & Theatre

	2020 Fee	2021 Fee
Community Centre Board Room Rental Rates		
Board Room Rental per hour	\$30	\$30
Theatre Booking - Business Meetings		
Hourly Rate	N/A	N/A
Four Hour Block	\$75	\$75
Full Day	\$150	\$150
Practice Time	1/2 rate	1/2 rate
Theatre Booking - Charge at Door Events		
Hourly Rate	N/A	N/A
Four Hour Block	\$75	\$75
Full Day	\$150	\$150
Practice Time	1/2 rate	1/2 rate
Theatre Booking - Free Events		
Hourly Rate	N/A	N/A
Four Hour Block	\$60	\$60
Full Day	\$100	\$100
Practice Time	1/2 rate	1/2 rate
Theatre Booking - Movie Events		
Full Day		\$200
Theatre Booking – Westwind School Hourly Rates		
Hourly Rate	N/A	N/A
Four Hour Block	\$60	\$60
Full Day	\$100	\$100
Practice Time	1/2 rate	1/2 rate
Special Production Rates – per production		
Raymond School Rate & Show Choir		
	Show Weeks	\$300
	Practice Weeks/3 days + rentals	\$150
Raymond Playhouse Rates		
		\$700
Raymond High School Band		
		\$60
Additional Fees		
Concession Equipment Rental - additional fee charged per day		\$25
Digital Box Office - online ticket sales program charged per show day		\$15
Cleaning Fee/Penalty - as per theatre policy		\$75

Corporate Services

Administrative Services	2020 Fee	2021 Fee
Paper Copy of Town Utility Bill	\$2	\$2
Property Information Request (Assessment & Real Estate Companies)	\$15	\$15
Tax Certificates	\$35	\$35
NSF Cheque	\$45	\$45
Tax Notification	\$100	\$100
Land Rental Rate per acre per year	\$75	\$75
Local Assessment Review Board (LARB) Complaint	\$50	\$50
Composite Assessment Review Board (CARB) Complaint	\$650	\$650

By law Enforcement & Business Licenses	2020 Fee	2021 Fee
Permitted Use Permit & Business License (Community Resident)	\$70	\$70
Discretionary Use Permit & Business License (Community Resident)	\$100	\$100
Renewal of Approved Business License	\$70	\$70
Business License (Non-Resident)	\$190	\$190
Hucksters – Resident (Valid for 6 weeks)		\$25
Hucksters – Non-Resident (Valid for 6 weeks)		\$50
Hawker & Peddler License (Up to 4 Reps) per day	\$200	\$200
Hawker & Peddler License (Up to 4 Reps) per year	\$400	\$400
Seasonal – Town sponsored carnivals & festivals etc.	\$70	\$70

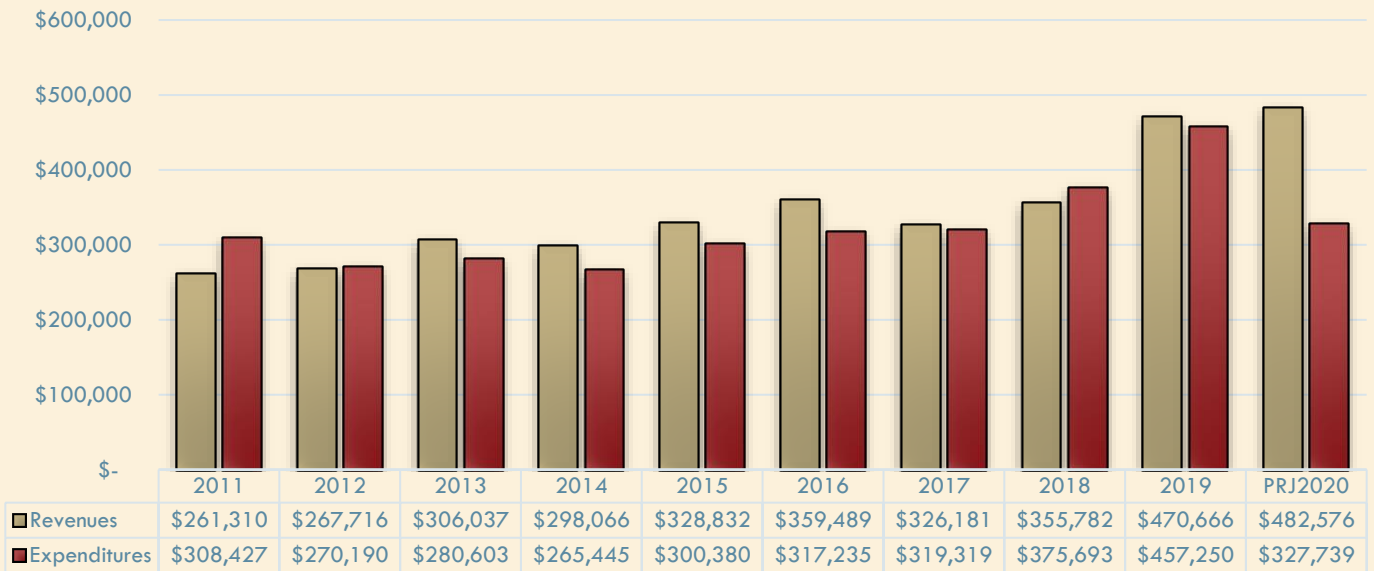
By law Enforcement – Animal Licensing	2020 Fee	2021 Fee
Annual Dog License (Spayed or Neutered)	\$26	\$26
Annual Dog License (Not Spayed or Neutered)	\$52	\$52
Annual Vicious Dog License	\$100	\$100
Dog Fanciers License (Per Dog)	\$55	\$55
Dog Fanciers Application Fee (One-time)	\$100	\$100
Dog Tag Replacement	\$5	\$5
Impoundment Fine – First Offence	\$100	\$100
Impoundment Fine – Second Offence	\$200	\$200
Impoundment Fine – Third Offence	\$400	\$400
Impoundment Fee per day	\$20	\$20
Animal Permits	\$65	\$65

By law Enforcement – Tall Grass	2020 Fee	2021 Fee
Trash Mowing Service – per hour	\$200	\$200

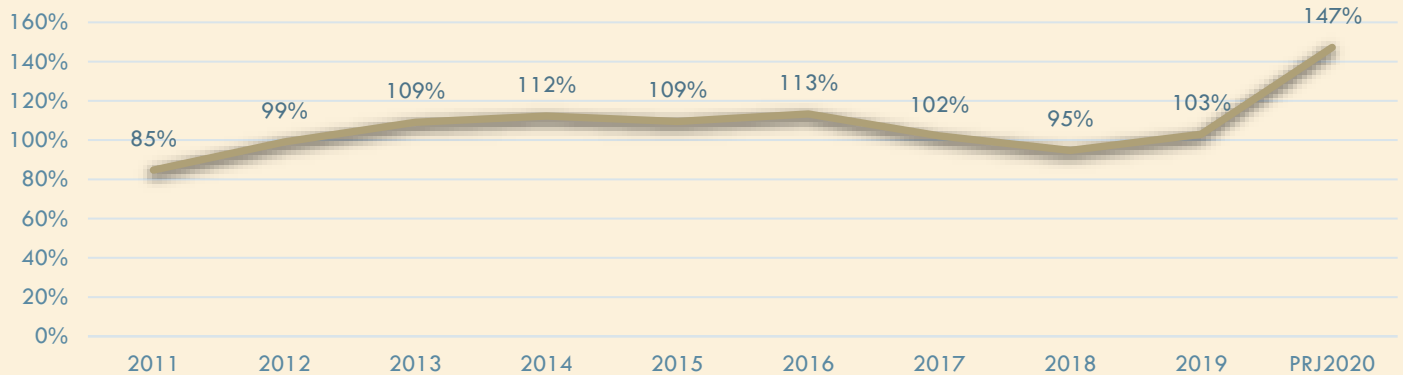
Operational Services Solid Waste

	2020 Fee	2021 Fee
Monthly Collection Fee – Residential	\$20.50	\$20.50
Monthly Reserve Fee – Residential	\$6	\$6
Monthly Collection Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Collection Fee – Institutional	\$122	\$122
Monthly Reserve Fee – Institutional	\$9	\$9
Clean Up Day Collection Fee – per collection	\$25	\$25
White Goods Fee – per item containing Freon	\$20	\$35

2011-2020 Solid Waste Revenues vs Expenditures



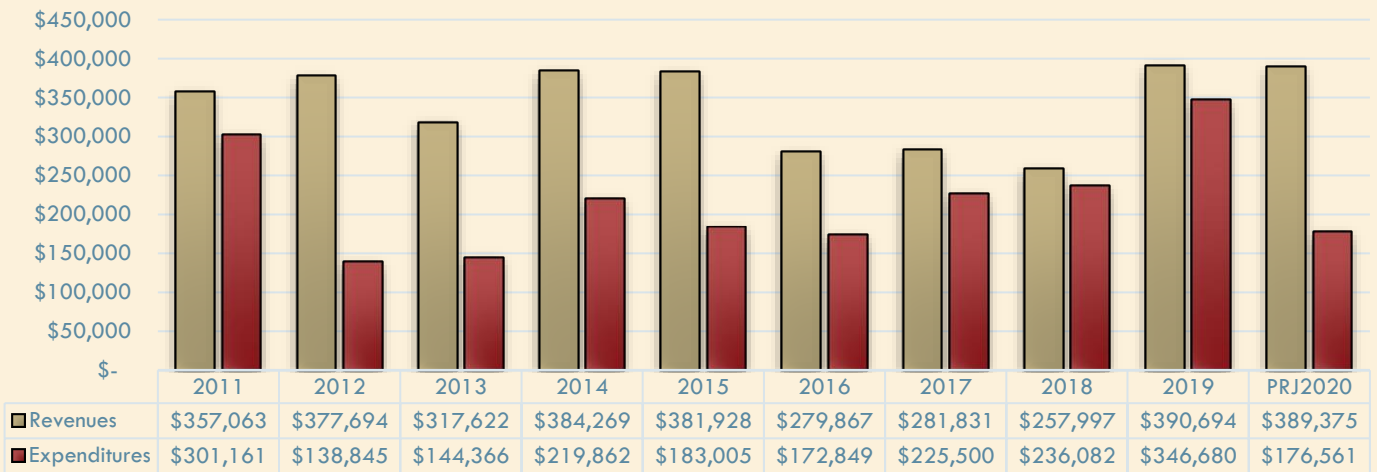
2011-2020 Solid Waste % Cost Recovery



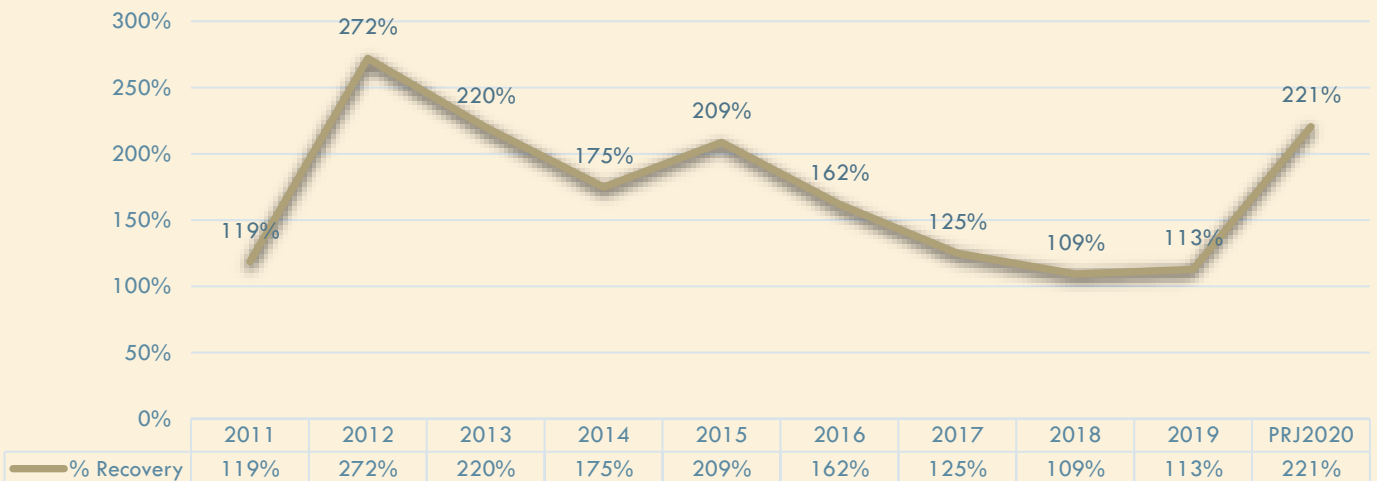
Wastewater

	2020 Fee	2021 Fee
Monthly Collection Fee – Residential	\$15	\$15
Monthly Reserve Fee – Residential	\$6	\$6
Monthly Collection Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Collection Fee – Institutional	\$122	\$122
Monthly Reserve Fee – Institutional	\$9	\$9
Monthly Collection Fee – Rural Wastewater*	\$30	\$30
Monthly Reserve Fee – Rural Wastewater*	\$6	\$6
New Wastewater Service Fee – 4" line	As per quote	As per quote

2011-2020 Sanitary Sewer Revenues vs Expenditures



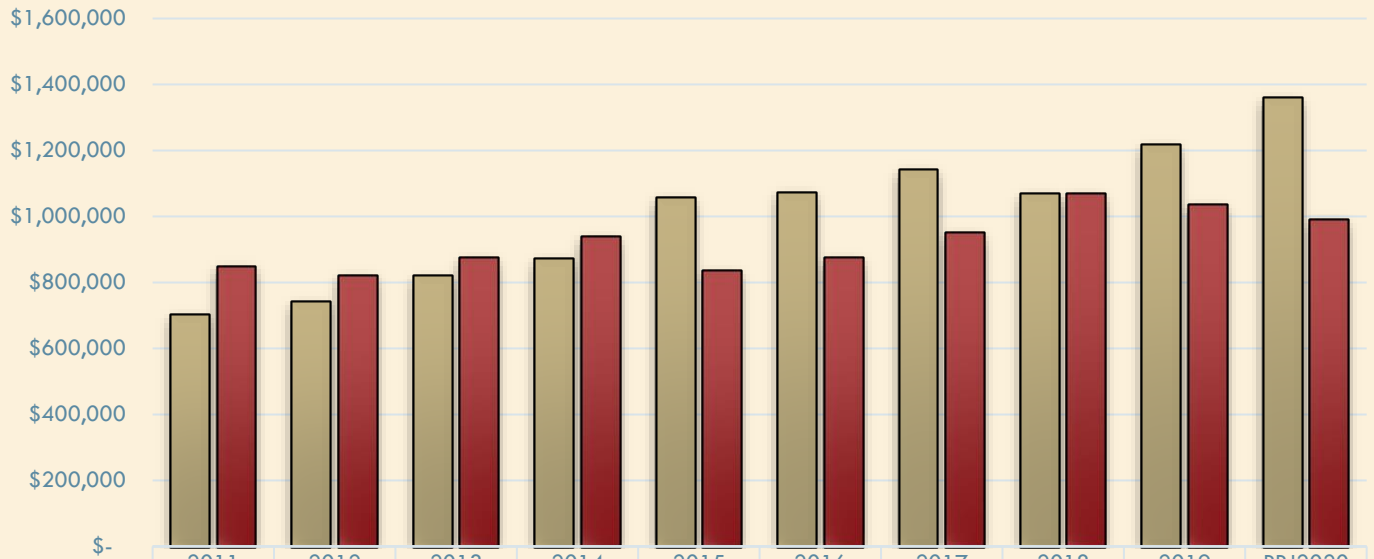
2011-2020 Sanitary Sewer % Cost Recovery



Water & Raw Water

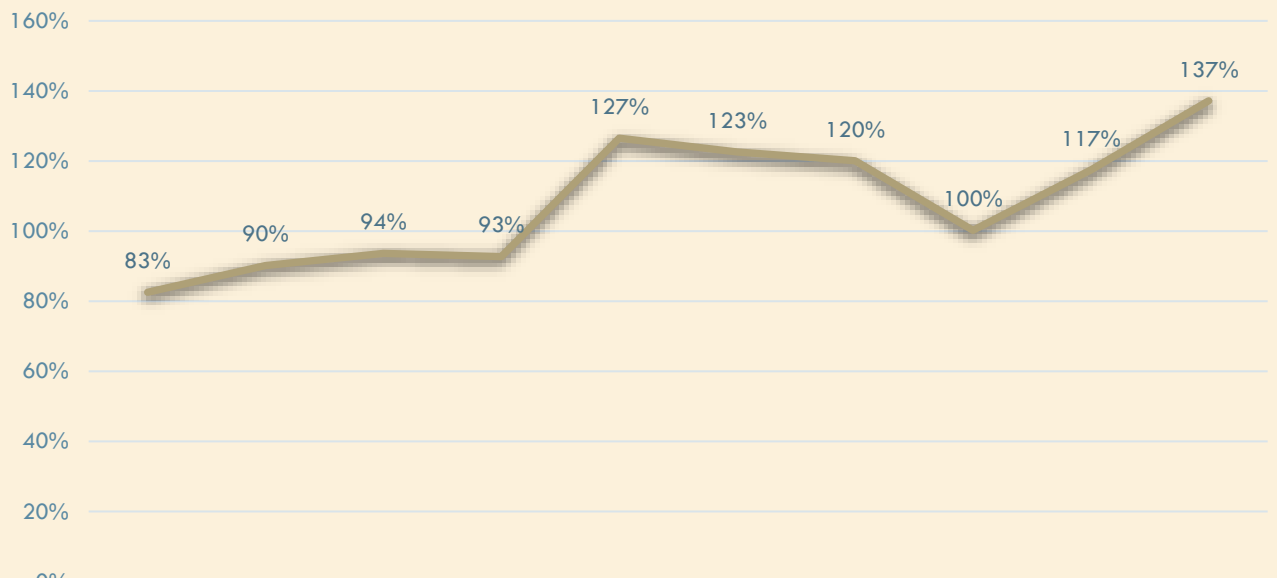
	2020 Fee	2021 Fee
Monthly Distribution Fee – Residential	\$22	\$22
Monthly Reserve Fee – Residential	\$5	\$5
Monthly Consumption Fee – Residential (per cubic meter)	\$0.96	\$0.96
Monthly Distribution Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Consumption Fee – Commercial (per cubic meter)	\$	\$
Monthly Distribution Fee – Institutional	\$122	\$122
Monthly Reserve Fee – Reserve	\$9	\$9
Monthly Consumption Fee – Institutional (per cubic meter)	\$0.96	\$0.96
Monthly Distribution Fee – Rural Residential	\$52	\$52
Monthly Reserve Fee – Rural	\$5	\$5
Monthly Consumption Fee – Rural Residential (per cubic meter)	\$0.96	\$0.96
Monthly Distribution Fee – Rural Residential (No Meter)	\$66	\$66
Monthly Consumption Fee – Raw Water (Residential)	\$14	\$14
Monthly Consumption Fee – Raw Water (Institutional)	\$40	\$40
Bulk Water Fee (per cubic meter)	\$3.25	\$3.25
Water Turn-Off Fee	\$75	\$75
Water Turn-On Fee	\$75	\$75
New Water Service Fee - 3/4" line	\$700 for meter/pit Connection As per quote	\$700 for meter Connection As per quote
New Water Service Fee – Rural Property	\$10,000	Moratorium

2011-2020 Water Revenues vs Expenditures



Revenues	\$699,801	\$740,020	\$818,531	\$870,180	\$1,055,7	\$1,071,9	\$1,139,0	\$1,068,2	\$1,216,0	\$1,357,8
Expenditures	\$847,690	\$820,398	\$873,949	\$938,141	\$834,473	\$874,498	\$948,512	\$1,065,9	\$1,035,3	\$989,775

2011-2020 Water % Cost Recovery



% Recovery	83%	90%	94%	93%	127%	123%	120%	100%	117%	137%
------------	-----	-----	-----	-----	------	------	------	------	------	------