



# 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

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## **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.

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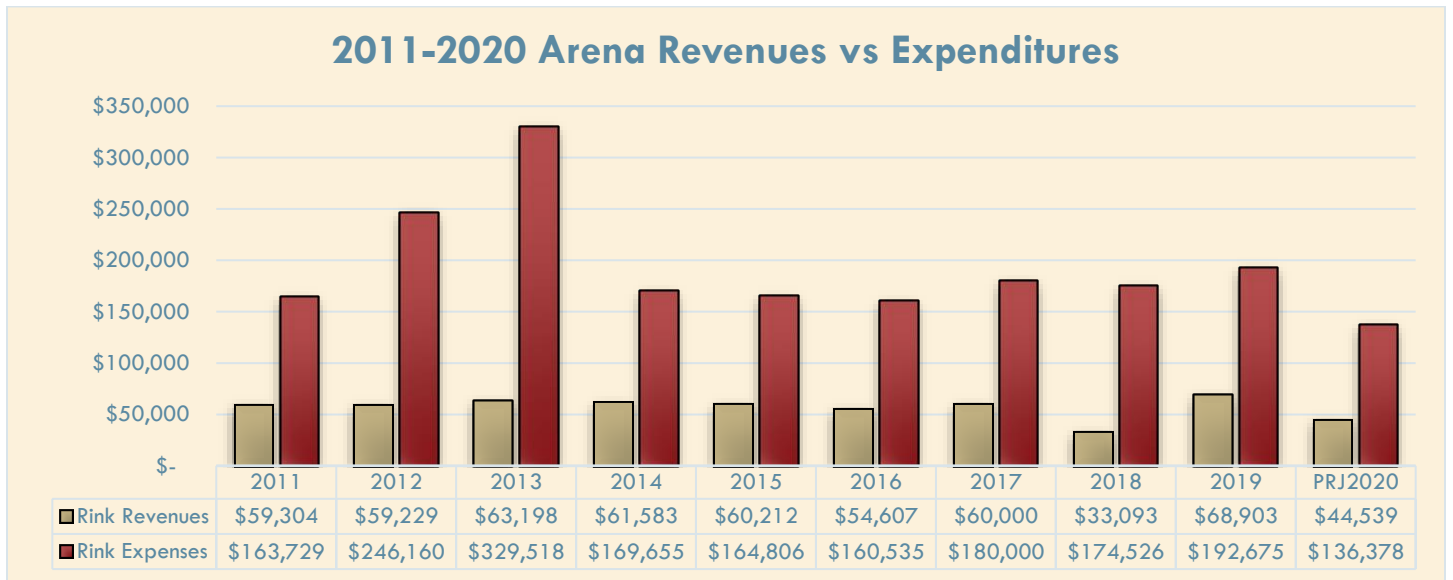
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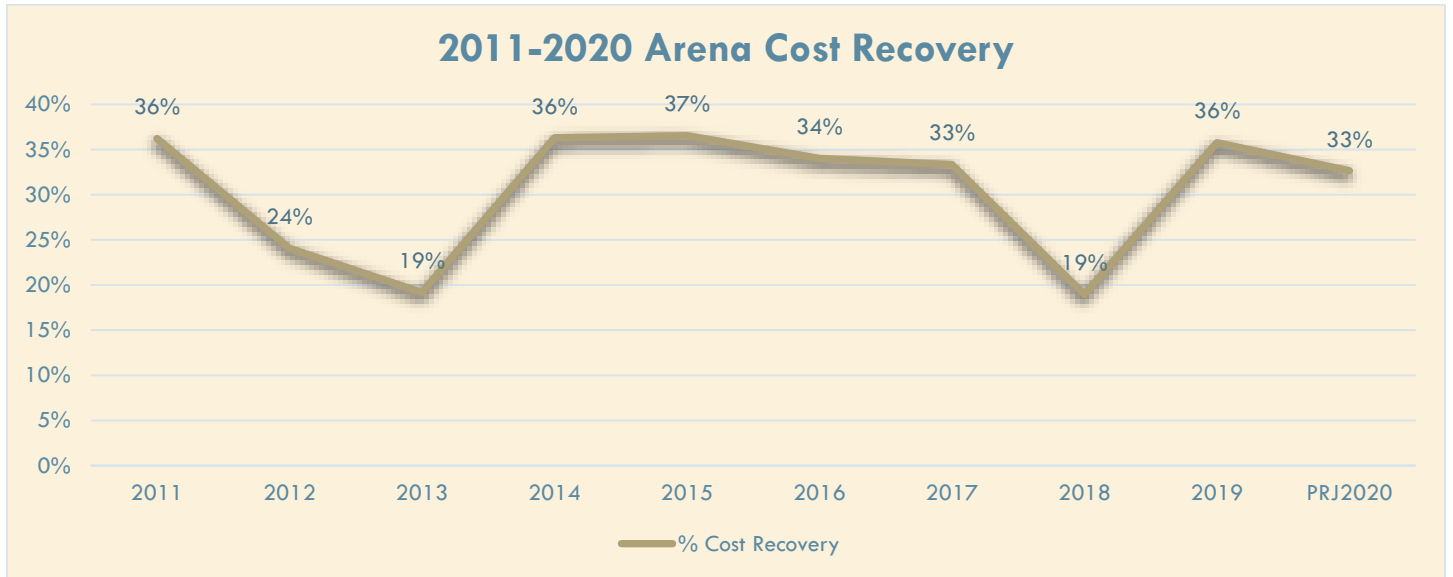
## Community Services

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

### 2011-2020 Arena Revenues vs Expenditures



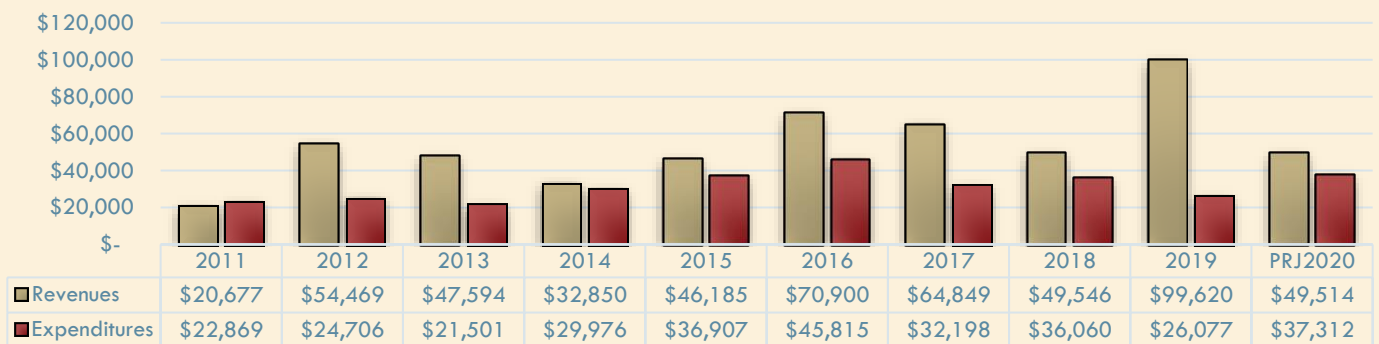
### 2011-2020 Arena Cost Recovery



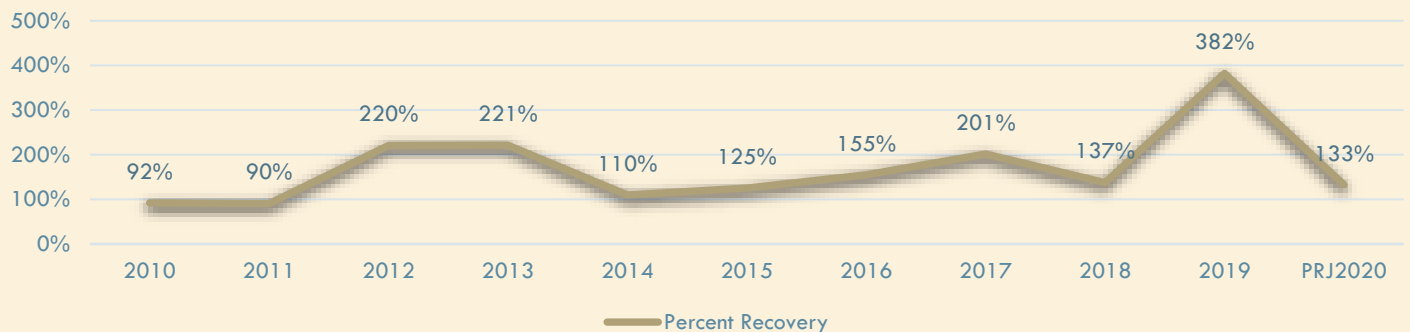
<b>Community Services – Campground</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
<b>No Services</b>		
Daily	\$10	\$10
Weekly	\$65	\$65
Monthly	\$250	\$250
Season (approx. May 15 <sup>th</sup> to October 15 <sup>th</sup> )	\$1,000	\$1,000
<b>With Services</b>		
Daily	\$25	\$25
Weekly	\$150	\$150
Monthly	\$550	\$550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

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

### 2011-2020 Cemetery Revenues vs Expenditures

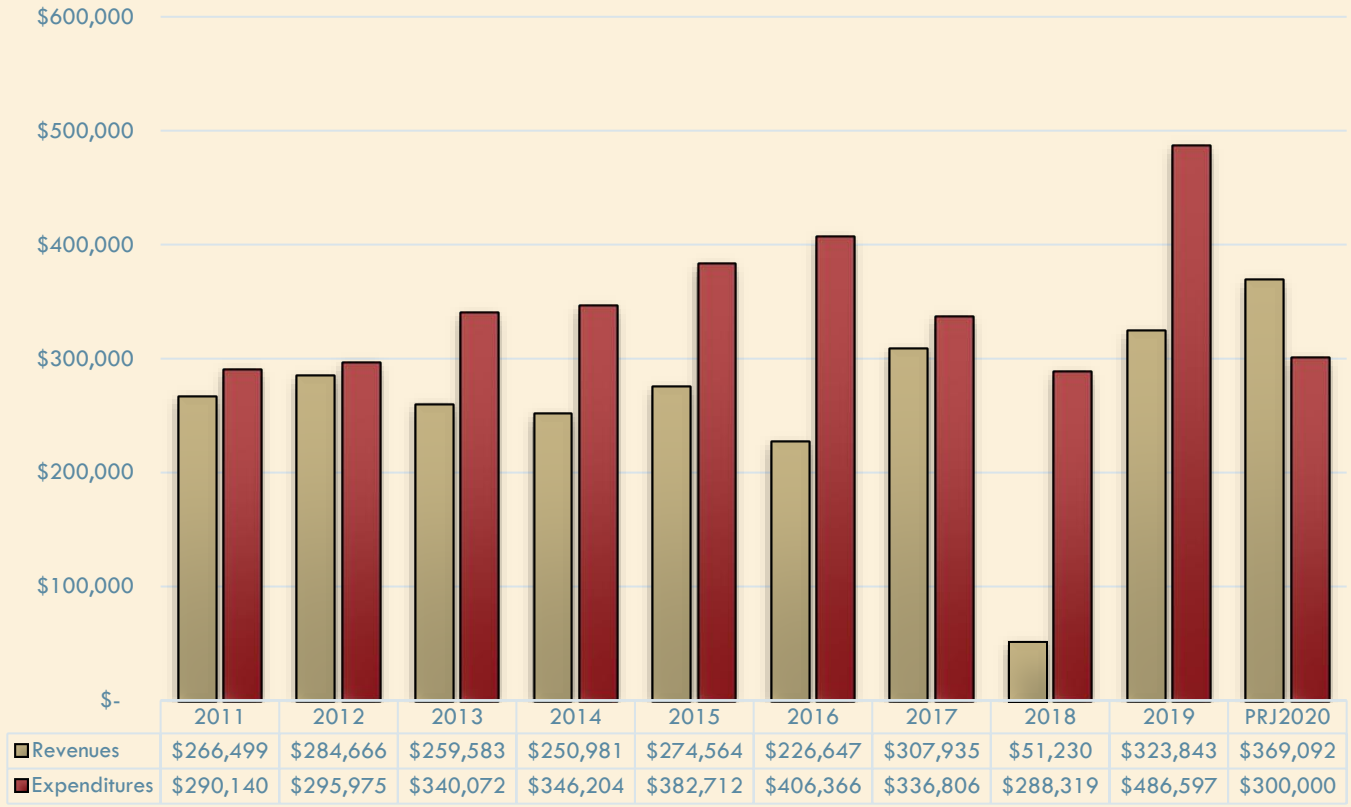


### 2011-2020 Cemetery Cost Recovery %

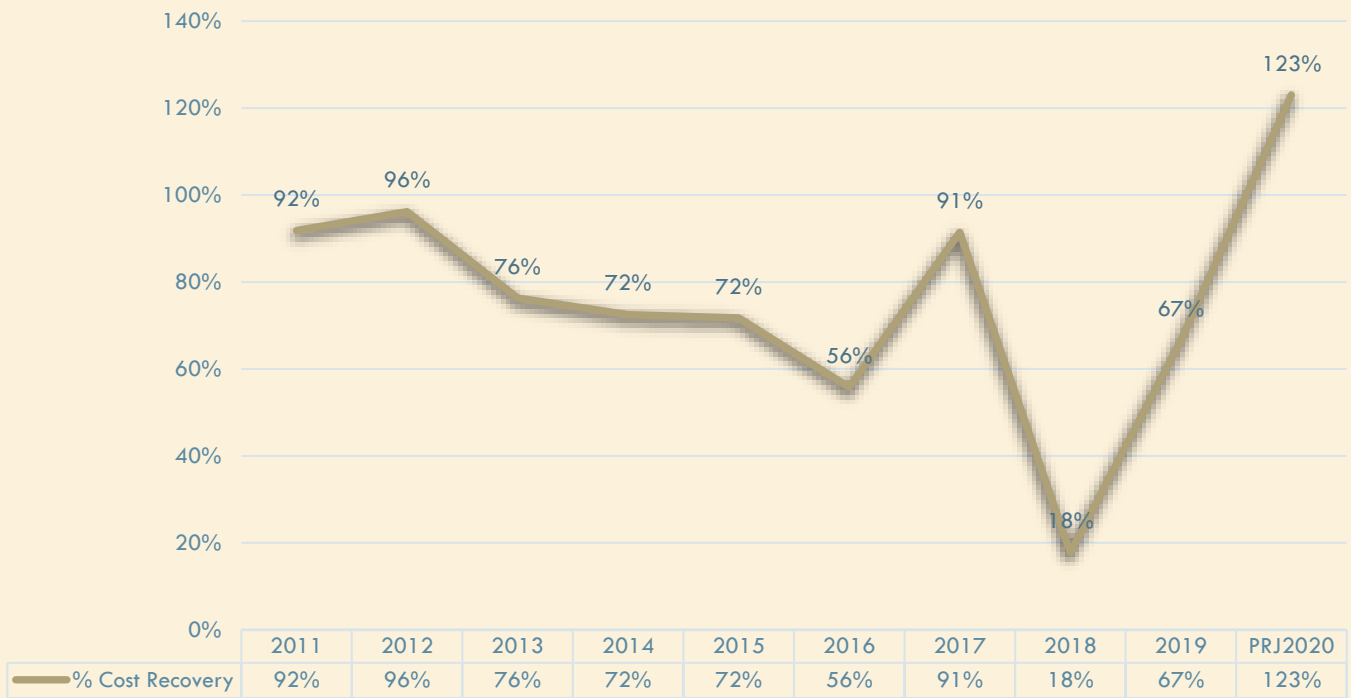


<b>Community Services – Golf Course</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
<b>Memberships &amp; Passes</b> (*receive a 10% discount if purchased before Jan 1st)		
Single Adult Membership 5 Day	\$550	\$550
Single Adult Membership 7 Day	\$770	\$770
Spouse Adult 5 Day	\$385	\$385
Spouse Adult 7 Day	\$550	\$550
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	<b>\$200</b>
<b>Green Fees</b>	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	<b>\$15</b>
Footgolf Weekend (18 Holes only)	\$15	<b>\$20</b>
Footgolf Weekday Family (Up to 6 people) (18 Holes only)	\$45	<b>\$60</b>
Footgolf Weekend Family (Up to 6 people) (18 Holes only)	\$60	<b>\$80</b>
<b>Cart Rental</b>		
Cart Rental – 9 holes	\$10/rider	<b>\$24/cart</b>
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
<b>Driving Range</b>		
Season Pass – 1 bucket per day (\$110)	\$180/\$100 (Jr)	\$180/ <b>\$75 (Jr)</b>
Punch Card (10) - 1 bucket per day	\$60	\$60
1 bucket	\$7	\$7
<b>Cart Storage (Season)</b>		
Power Carts	\$350	\$350
Gas Carts	\$400	\$400

### 2011-2020 Golf Course Revenues vs Expenditures



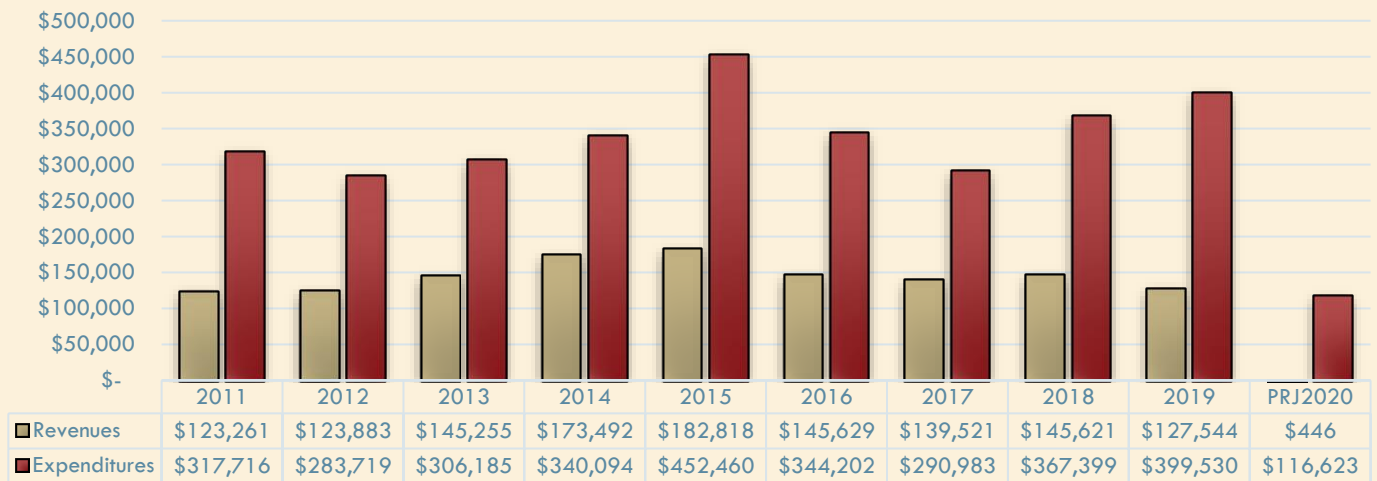
### 2011-2020 Golf % Cost Recovery



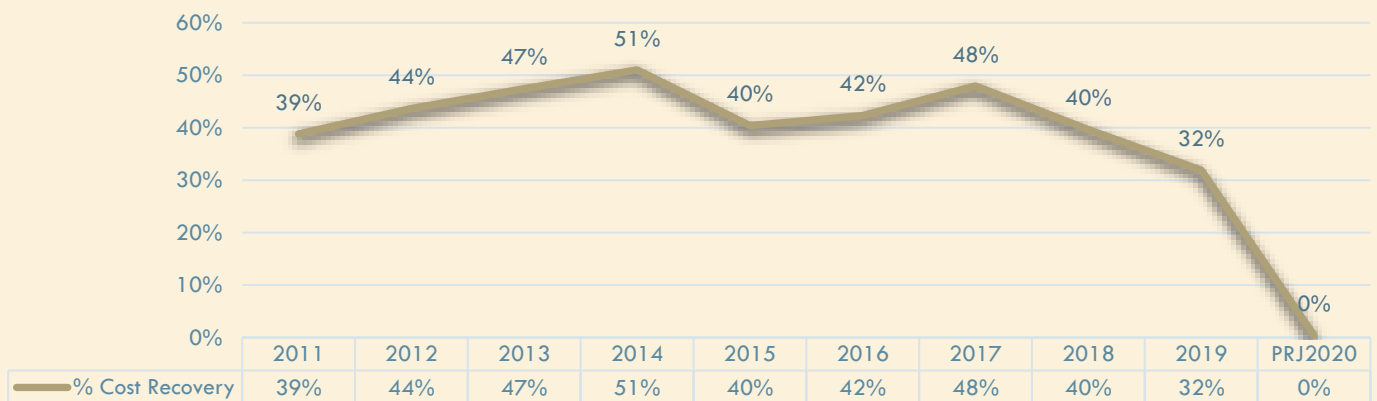
<b>Community Services - Pool</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
<b>Admissions</b>		
Day Admission Ages 0-3	Free	Free
Ages 4-17	\$5	\$5
Adult 18+	\$6	\$6
Family Rate	\$20	\$20
<b>Programs</b>		
Lane Swim	Age Rate	Age Rate
Aqua Fit	Age Rate	Age Rate
Swim Lesson – per course	\$45	\$45
Private Lesson – per course	\$55	\$55
<b>Passes &amp; Rentals (receive 10% discount if purchased before Jun 1) (Raymond Residents Only)</b>		
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





<b>VSP Sports Fields</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
<b>Club Facility Rental Rates – per season</b>		
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	<b>\$10</b>
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
<b>Development Permit Fee (Permitted Use Not Requiring Waiver)</b>		
• \$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
<b>Discretionary Use or Waiver Request Permit Fee</b>	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	<b>\$250</b>
<b>Notification fee (any waiver request to application requiring notification)</b>	Applicable Permit Fee + \$200	Applicable Permit Fee + \$200
<b>Occupancy Permit (Construction Compliance Certificate)</b>		
• 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
<b>Late Application Fee</b> (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
<b>Letter of Compliance/Property Land Use Inquiry Letter Response</b>	\$50	\$50
<b>Land Use Bylaw Violations – Enforcement Notice Admin Fee</b>		
• 2 <sup>nd</sup> Notice	\$200	\$200
• 3 <sup>rd</sup> Notice	\$400	\$400
• Notice of Stop Order	\$600	\$600
<b>Land Use Bylaw Amendment</b> – any request for an amendment to the land use bylaw, including all land use district rezoning applications.	\$500	\$500
<b>Advertising &amp; Notification Fee,</b>	\$300	\$300
<b>Total Land Use Bylaw Amendment Fee</b>	\$800	\$800
<b>Development Appeals</b>	\$300	\$300
<b>Off-Site Cost Levy</b> – for new development requiring a connection to sewer & water (Established by Bylaw 678-78)	\$200	\$200
<b>Foundation Elevation/Landscape grade Inspection Fee</b>	\$1,500	
• If Permits pulled by entity not on TOR Qualified Builder Listing		<b>\$1,000</b>
• If Permits pulled by entity on TOR Qualified Builder Listing		<b>\$500</b>
<b>Refundable fee for completing the conditions of a permit (including, exterior finish, landscaping, and driveway paving)</b>	\$2,500	\$2,500

## Community Development – Community Centre Board Room & Theatre

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

## Corporate Services

<b>Administrative Services</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
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

<b>By law Enforcement &amp; Business Licenses</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
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

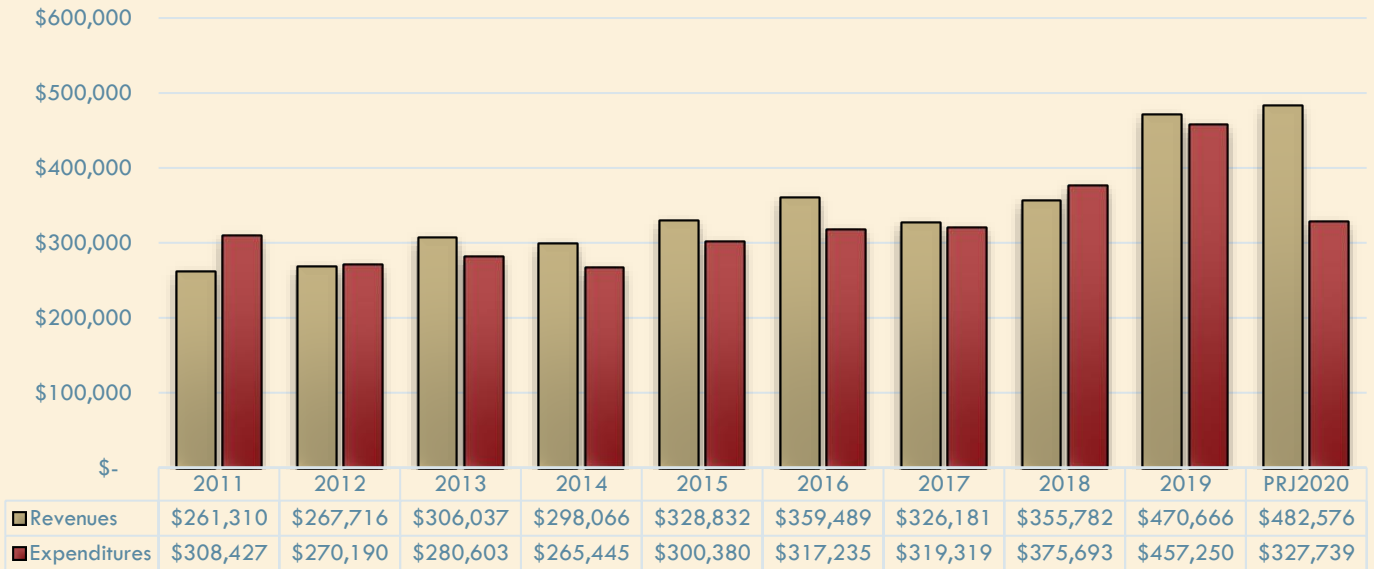
<b>By law Enforcement – Animal Licensing</b>	<b>2020 Fee</b>	<b>2021 Fee</b>
Annual Dog License (Spayed or Neutered)	\$26	\$26
Annual Dog License (Not Spayed or Neutered)	\$52	\$52
Annual Vicious Dog License	\$100	\$100
Dog Fanciers License (Per Dog)	\$55	\$55
Dog Fanciers Application Fee (One-time)	\$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

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

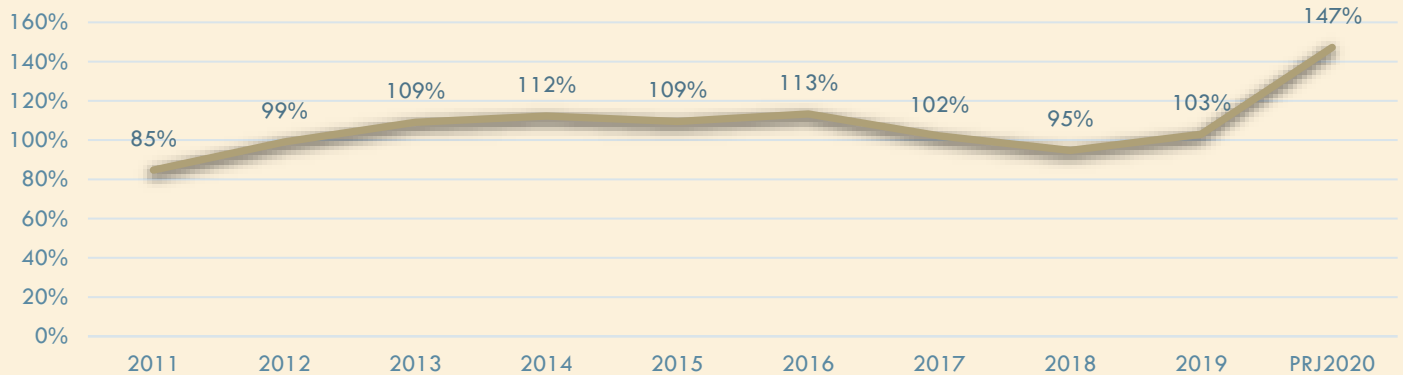
## Operational Services Solid Waste

	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	<b>\$35</b>

### 2011-2020 Solid Waste Revenues vs Expenditures



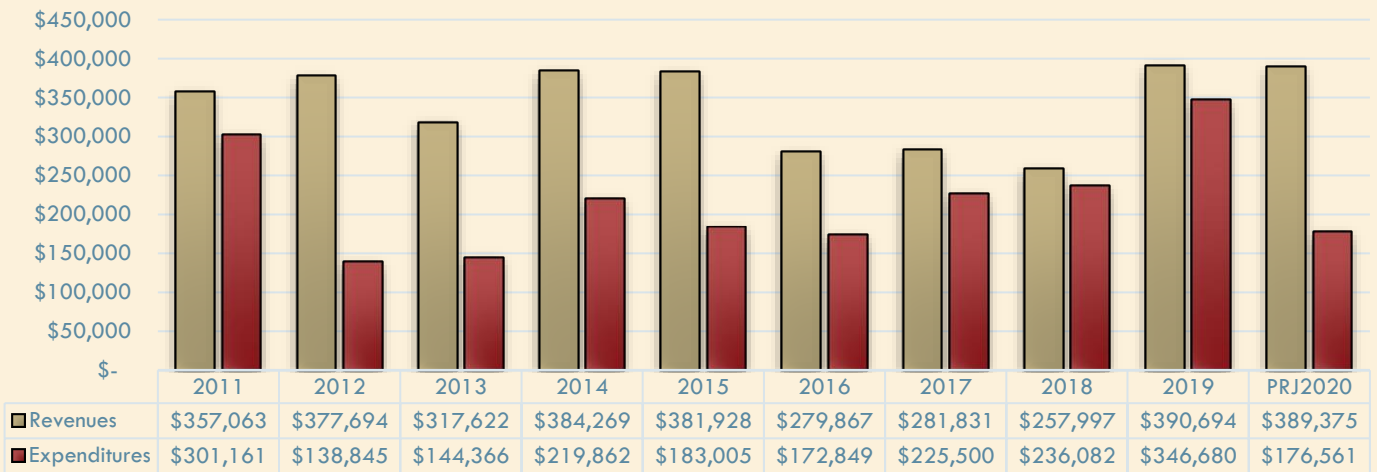
### 2011-2020 Solid Waste % Cost Recovery



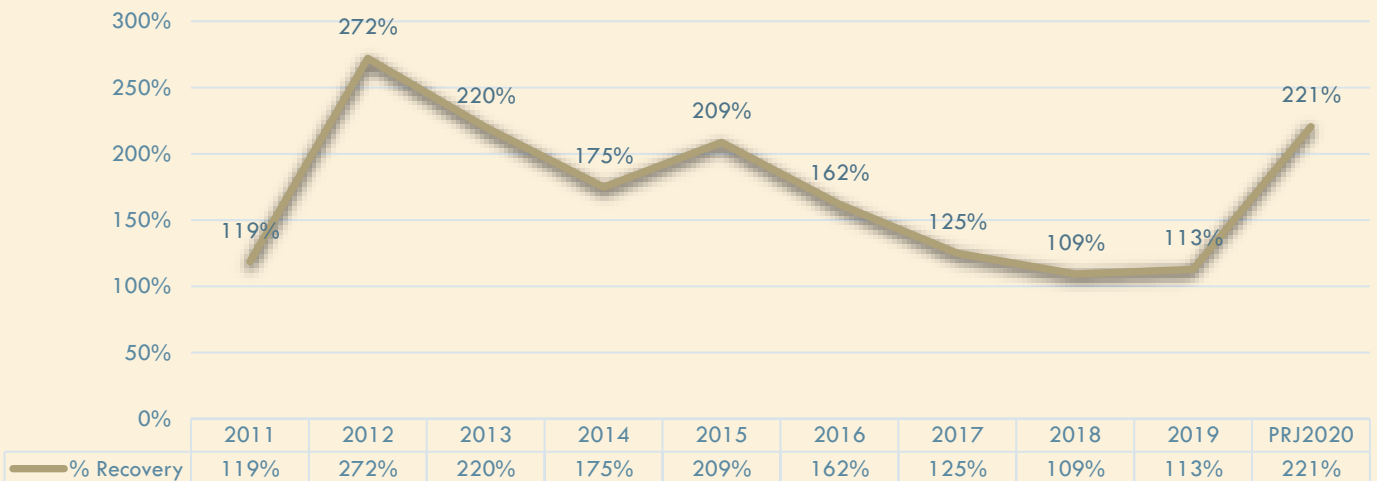
# Wastewater

	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



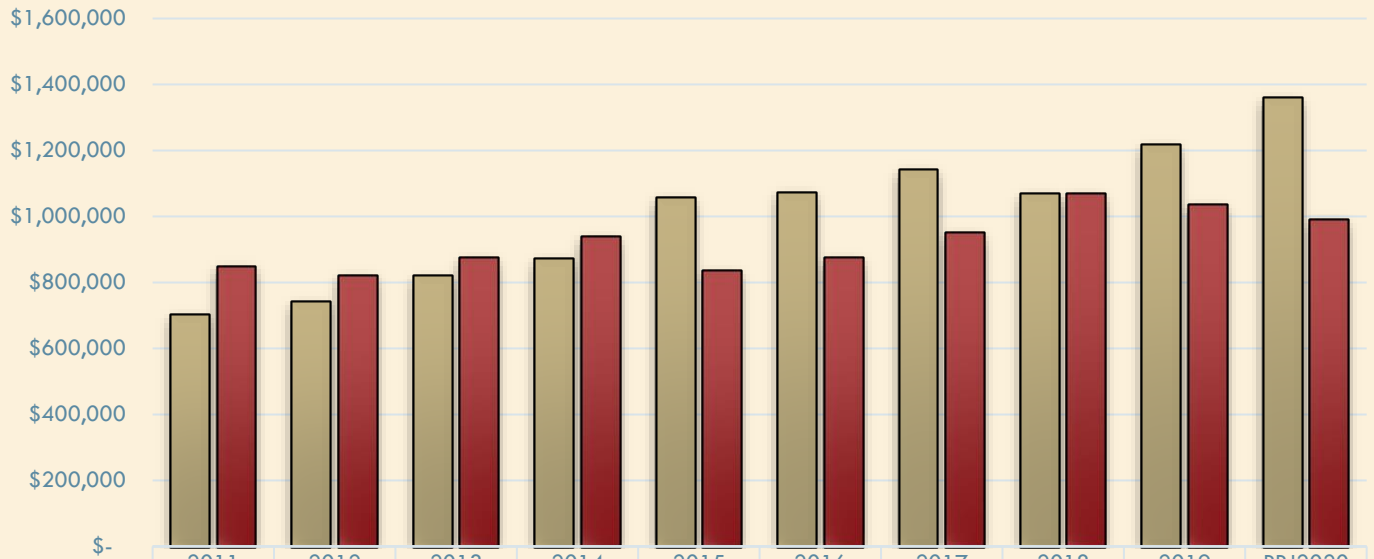
### 2011-2020 Sanitary Sewer % Cost Recovery



## Water & Raw Water

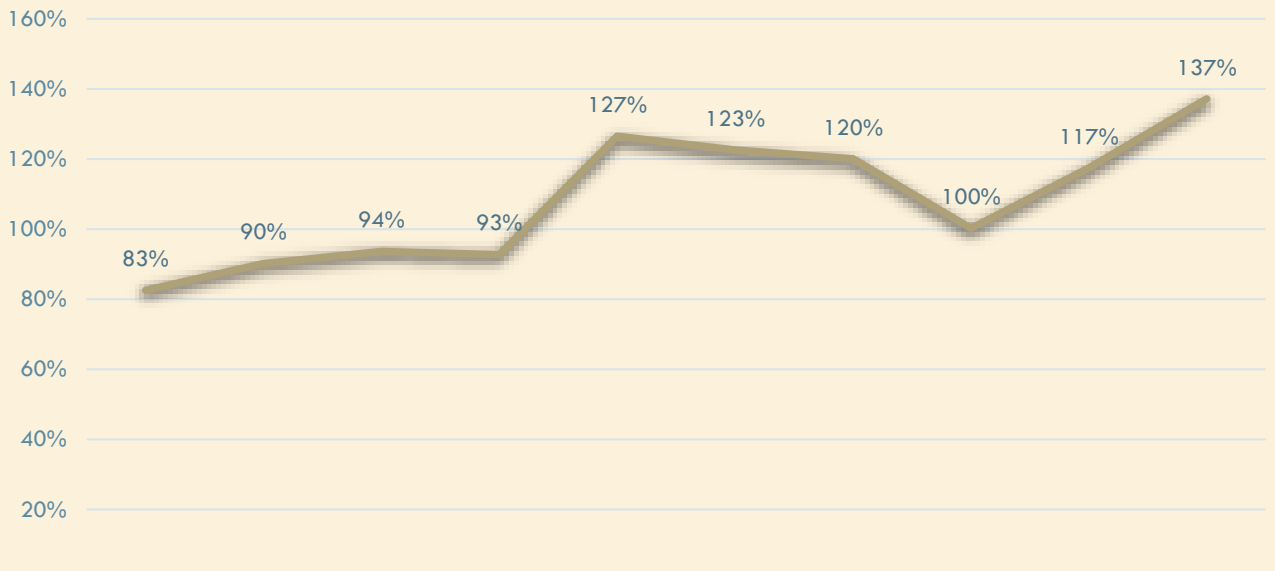
	2020 Fee	2021 Fee
Monthly Distribution Fee – Residential	\$22	\$22
Monthly Reserve Fee – Residential	\$5	\$5
Monthly Consumption Fee – Residential (per cubic meter)	\$0.96	\$0.96
Monthly Distribution Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Consumption Fee – Commercial (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	<b>Moratorium</b>

### 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%
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