

# 2024 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 2024 operating year.

Clark Holt  
Financial Services Manager

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## Executive Summary

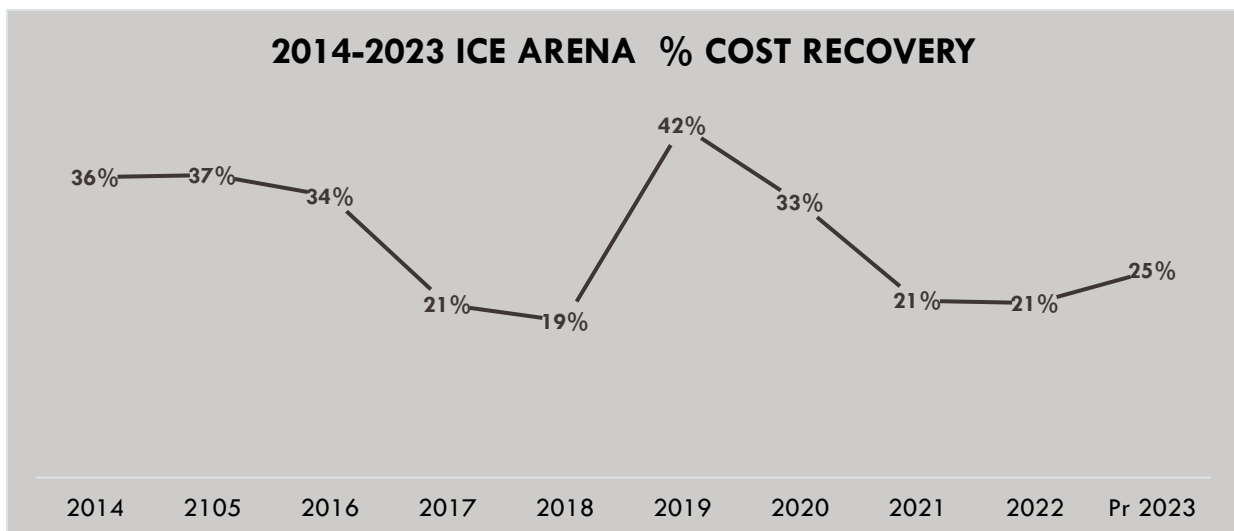
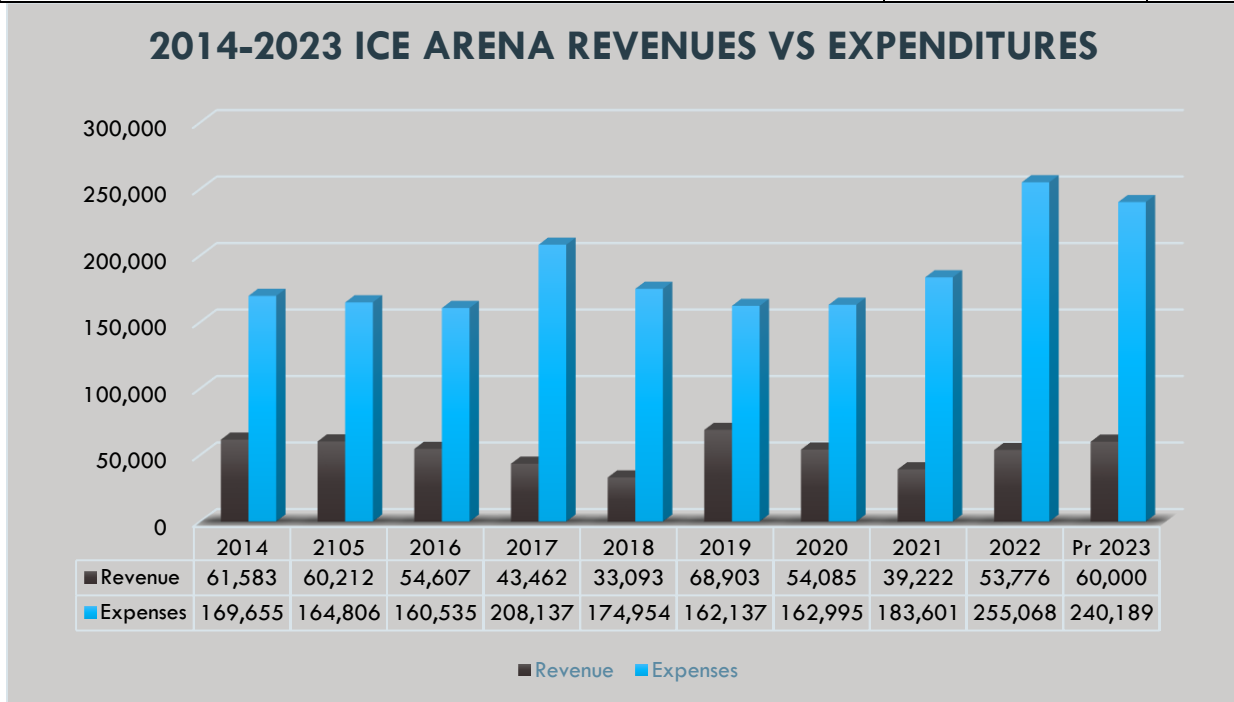
Council annually reviews the fees and charges that are assessed by the Town for the services that it provides. This document is meant to provide Council with information to properly determine if the right rate is being assessed. Administration has compiled the actual and projected (PRJ) revenues and 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. Any figure in **green bold** indicates a fee reduction, while any figure in **red bold** indicates a fee increase. Successive Councils since 2009 have indicated that obtaining a **40%** Cost Recovery on the Aquatic Centre and Ice Arena, and a minimum of a **100%** Cost Recovery at the Hell's Creek Golf & Footgolf Course, as well as our municipal utilities. 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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<b>Community Services - Arena</b>		<b>2023 Fee</b>	<b>2024 Fee</b>
<b>Rental Rates – per hour</b>			
Local Youth Group		\$95	\$95
Adult or 'Non-Local Youth' Group		\$130	\$130
Non 'Prime-Time' Rates		\$50	\$50
Westwind School		\$25/Flood	\$25/Flood
<b>Off Season Rental Rate – per hour</b>			
Groups & Private		\$50	\$50
Raymond Minor Sports Group		\$25	\$25
Mezzanine in Arena		\$25	\$25
<b>Public Skate – per session</b>			
Individual (Ages 0-6)		Free	Free
Individual (Ages 7+)		\$2	\$2
Family		\$10	\$10

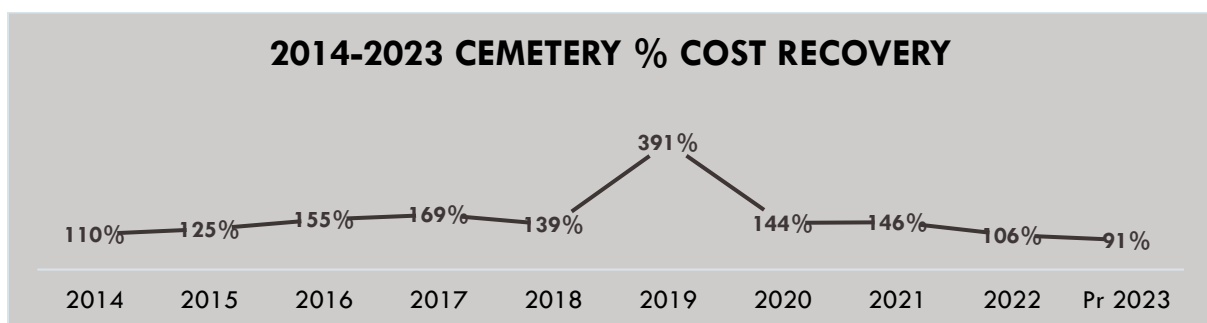
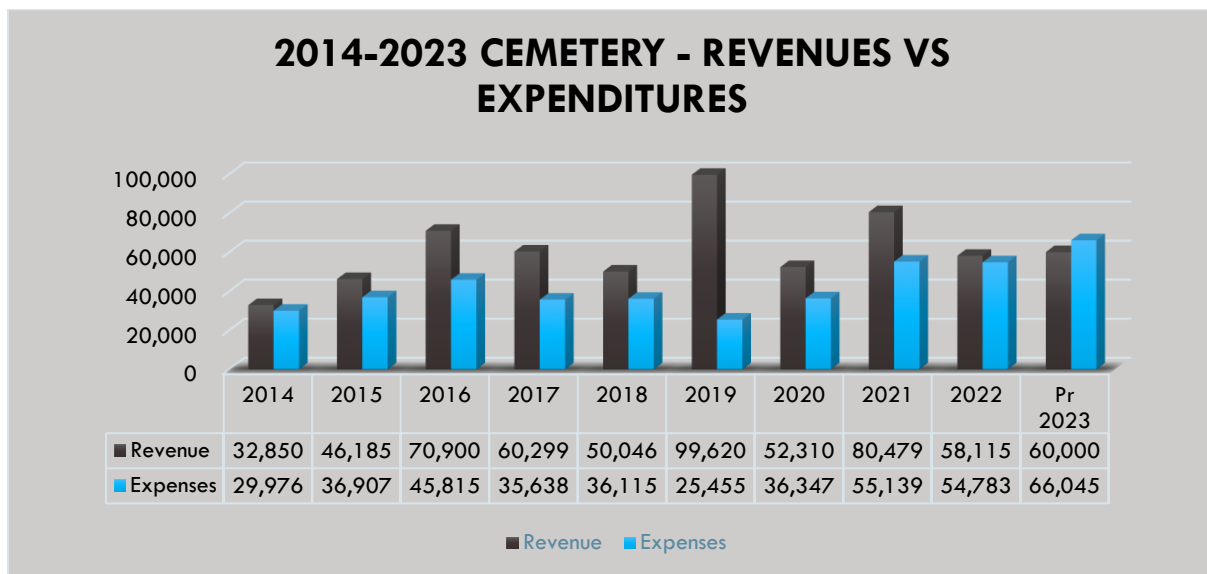


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<b>Community Services – Campground</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
<b>No Services</b>		
Daily	\$25	\$25
Weekly	\$150	\$150
Monthly	N/A	N/A
<b>With Services</b>		
Daily	\$40	\$40
Weekly	\$250	\$250
Monthly	N/A	N/A

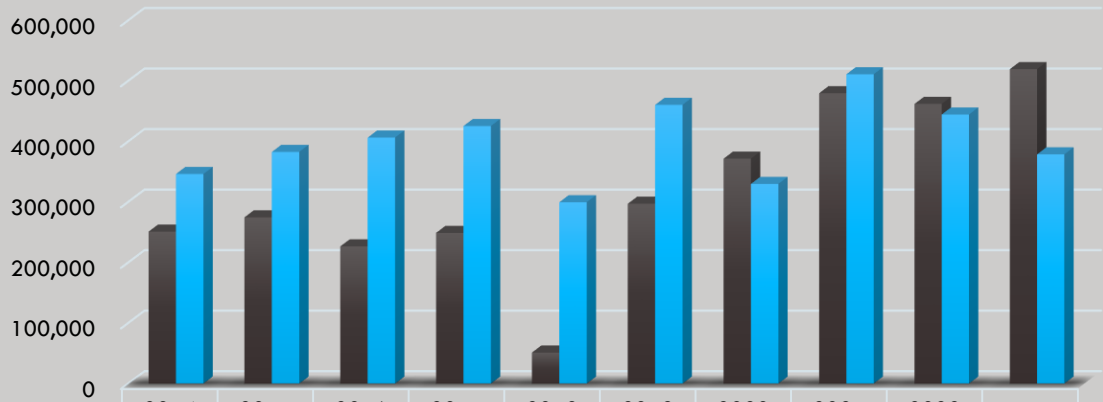
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Community Services – Cemetery	2023 Fee	2024 Fee
<b>Lot Prices</b>		
Cemetery Marker Fee	\$25	\$25
Cemetery Plot Purchase Price (includes perpetual care)	\$850	\$850
Columbarium Niche Purchase Price (includes 1 <sup>st</sup> Open & Close and perpetual care)	\$1,000	\$1,000
<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 Opening and Closing (In Ground Plot)</b>		
Interment Cost (during regular work hours)	\$500	\$500
Interment Costs (after hours and on weekends) (Fri after 11am & Sat)	\$600	\$600
Interment Costs (Sundays & Holidays)	\$1,100	\$1,100
<b>Columbarium Niche</b>		
1 <sup>st</sup> Open and Close Regular hours	Inc with purchase	Inc with purchase
1 <sup>st</sup> Open and Close After hours and on weekends Fri after 11am & Sat)	\$200	\$200
1 <sup>st</sup> Open and Close Sundays & Holidays)	\$400	\$400
Plaque Replacement	\$125	\$125
2 <sup>nd</sup> Open and Close (Regular hours)	\$150	\$150
2 <sup>nd</sup> Open and Close (After hours and Holidays)	\$250	\$250
<b>Disinterment</b>		
Casket	Double Regular Fee for that day	Double Regular Fee for that day
Cremation	\$250	\$250



<b>Community Services – Golf Course</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
<b>Memberships &amp; Passes</b>		
Single Adult Membership 5 Day	\$580	\$580
Single Adult Membership 7 Day	\$810	\$810
Couple 5 Day Membership	\$975	\$975
Couple 7 Day Membership	\$1,400	\$1,400
60+ Single Membership 5 Day	\$490	\$490
60+ Single Membership 7 Day	\$685	\$685
60+ Couple 5 Day Membership	\$800	\$800
60+ Couple 7 Day Membership	\$1,200	\$1,200
Family Membership – includes 2 adult memberships and unlimited children under 18	\$1,500	\$1,500
Post-Secondary Student Membership – Student ID required (25 years and younger)	\$350	\$350
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)	\$200	\$200
<b>Green Fees</b>	9/18 Holes	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)	\$18	\$18
Footgolf Weekend (18 Holes only)	\$24	\$24
Footgolf Weekday Family (Up to 6 people) (18 Holes only)	N/A	N/A
Footgolf Weekend Family (Up to 6 people) (18 Holes only)	N/A	N/A
<b>Cart Rental</b>		
Cart Rental – 9 holes	\$24/cart	\$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
<b>Driving Range</b>		
Season Pass – 1 bucket per day (\$110)	\$180/\$75 (Jr)	\$180/\$75 (Jr)
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
<b>Golf Simulator</b>		
Single General Membership – one month	\$100	\$100
Couple Membership – one month	\$175	\$175
Single General Membership – 12 months	\$500	\$500
Couple Membership – 12 months	\$875	\$875
General Drop-In – two-hour session	\$25	\$25

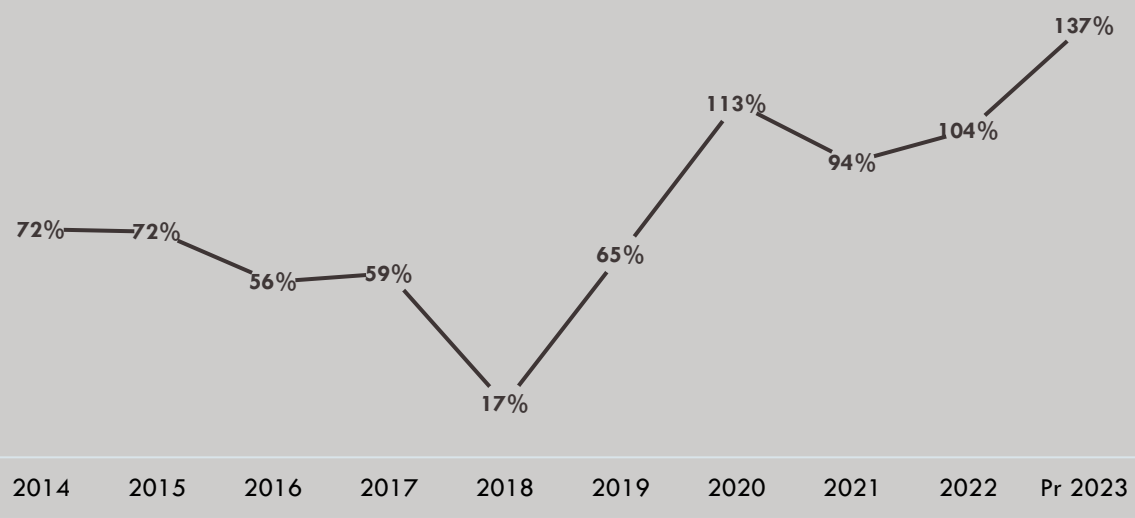
### 2014-2023 GOLF COURSE REVENUES VS EXPENDITURES



	2014	2015	2016	2017	2018	2019	2020	2021	2022	Pr 2023
Revenue	250,981	274,564	226,647	248,938	51,230	297,140	371,545	479,683	462,003	519,445
Expenses	346,203	382,713	406,366	425,534	299,594	460,507	329,900	511,020	444,512	378,691

■ Revenue ■ Expenses

### 2014-2023 GOLF COURSE % COST RECOVERY

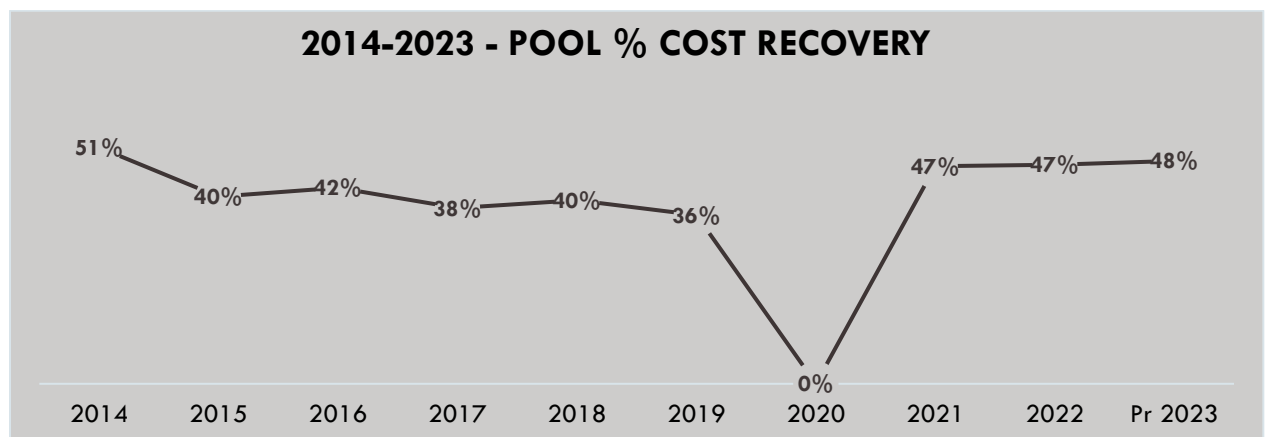
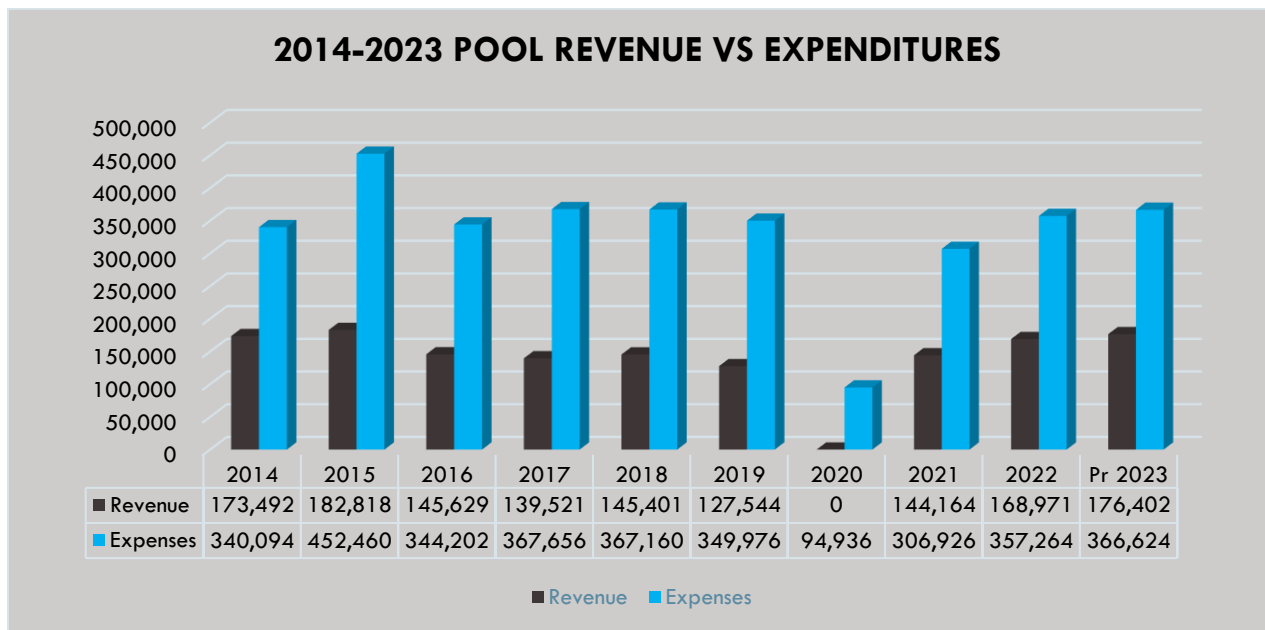




Community Services - Pool	2023 Fee	2024 Fee
<b>Day Admissions</b>		
Individual (Ages 0-3)	Free	Free
Individual (Ages 4-17)	\$5	\$5
Individual (Ages 18+)	\$6	\$6
Family	\$20	\$20
<b>Programs</b>		
Lane Swim	Age rate	Age rate
Aqua Fit	Age rate	Age rate
Swim Lesson – per course	\$50	\$50
Private Lesson – per course	\$60	\$60
Swim Club User Fee		\$50
<b>Passes &amp; Rentals</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)*	\$200	\$200
Pool Rental per hour (201 to 300 people)	N/A	N/A
Pool Rental per hour (301+ people)	N/A	N/A

\*For more than 200 people in a rental, charge a \$25/hour life-guard fee per 40 additional swimmers.

School may reserve the pool during the month of June at a lifeguard fee only. (\$20/hr./lifeguard)





<b>Community Services – VSP &amp; Sports Fields</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
<b>Club Facility Rental Rates – per season</b>		
Minor Baseball Association – per person	\$20	\$20
Minor Softball Association – per person	\$20	\$20
Minor Football Association – per person	\$20	\$20
Minor Soccer Association – per person	\$20	\$20
Minor Tennis Association – per person	\$20	\$20
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)	\$600	\$600
Snow removal fee (charged when snow and ice is removed from field to accommodate an event)	\$150	\$150
Snow removal fee (charged when snow and ice is removed from bleachers to accommodate an event)	\$150	\$150
Cleaning fee (charged when user groups leave facility in need of cleaning)	\$100	\$100

Community Development Services		2024 Fee	
Residential Development Permit Fee(s)	Permitted Use	Discretionary Use OR Waiver	
Single Family Dwelling	\$100	Additional \$200	
Multi-Family Dwellings Including Institutional Housing (the total number of units in the complex will be used to determine the fee)	2-4 Units 4+ Units	\$100 \$150	Additional \$200 Additional \$200
New Secondary Suite (Defined in Land Use Bylaw as "Duplex")	\$50	Additional \$200	
Addition of / or Renovation to: A Covered or Uncovered Deck, Attached Garage or Detached Garage, Porch, Breezeway, etc.	\$50	Additional \$200	
First Accessory Structure (Shed) less than 10m <sup>2</sup> (108ft <sup>2</sup> )	Free	N/A	
Accessory Structure (Shed) greater than 10m <sup>2</sup> (108ft <sup>2</sup> )	\$50	Additional \$200	
Removal of Manufactured Home	Free	N/A	
Manufactured Home moved into a designated Manufacture Home Park or Lot Zoned Manufacture Home Park (R-2)	Free	N/A	
Shipping Containers (Temporary)		\$50 + \$500 Deposit	
Commercial Development Permit Fee(s)	Permitted Use	Discretionary Use OR Waiver	
Change of Occupancy / Use	\$50	Additional \$200	
Commercial Buildings	0-465.5m <sup>2</sup> (5,000ft <sup>2</sup> ) 465.5m <sup>2</sup> – 1,858m <sup>2</sup> (5,001ft <sup>2</sup> – 20,000ft <sup>2</sup> ) 1,858m <sup>2</sup> + (20,001ft <sup>2</sup> +)	\$100 \$200 \$400	Additional \$200 Additional \$200 Additional \$200
Industrial Development Permit Fee(s)	Permitted Use	Discretionary Use OR Waiver	
Change of Occupancy / Use	\$50	Additional \$200	
Industrial Buildings	0-465.5m <sup>2</sup> (0ft <sup>2</sup> - 5,000ft <sup>2</sup> ) 465.6m <sup>2</sup> – 1,858m <sup>2</sup> (5,001ft <sup>2</sup> - 20,000ft <sup>2</sup> ) 1,858m <sup>2</sup> + (20,001ft <sup>2</sup> +)	\$100 \$200 \$400	Additional \$200 Additional \$200 Additional \$200
Institutional Development Permit Fee(s)	Permitted Use	Discretionary Use OR Waiver	
Change of Occupancy / Use	\$50	Additional \$200	
Public Service Buildings such as: Churches, Schools, Auditoriums, Community Halls, Fire Halls, Police Stations, Government Office Buildings etc.	0-929m <sup>2</sup> (0ft <sup>2</sup> - 10,000ft <sup>2</sup> ) 929.1m <sup>2</sup> – 1,858m <sup>2</sup> (10,001ft <sup>2</sup> - 20,000ft <sup>2</sup> ) 1,858m <sup>2</sup> + (20,001ft <sup>2</sup> +)	\$100 \$200 \$400	Additional \$200 Additional \$200 Additional \$200

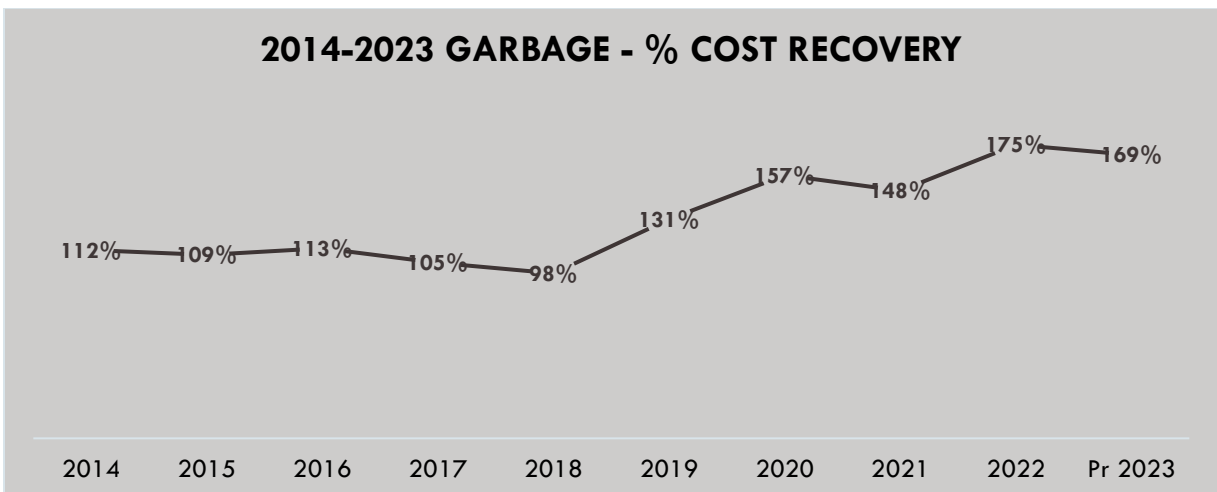
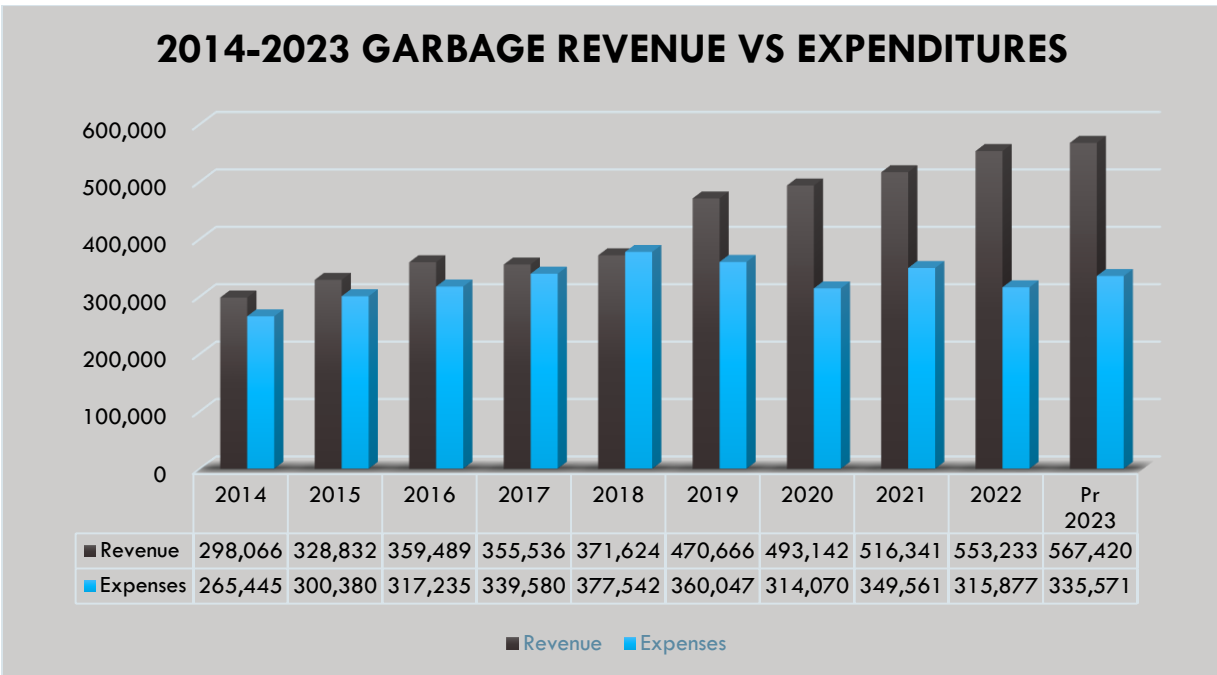
<b>Planning Fee(s)</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
Compliance Certificate	\$50	\$50
Land Use Bylaw Amendment (Including Land Use District Rezoning)	\$800	\$800
Area Structure Plan Amendment	\$800	\$800
Subdivision and Development Appeal Fee	\$300	\$300
<b>Additional / Miscellaneous Fee(s)</b>		
Fences Requiring Permit / Waiver (Height or Location)	\$250	\$250
Discretionary Use Permit	\$250	\$250
Demolition Permit	<b>Free</b>	<b>Free</b>
Offsite Levy – for new development requiring connection to sewer or water charged per dwelling unit (See Bylaw No. 678-78)	\$200	\$200
Water Meter – 1 each per dwelling unit – 5/8"	\$700	\$700
Foundation Elevation / Grade Inspection Fee <ul style="list-style-type: none"> <li>- If Permit pulled by entity on TOR Qualified Builder List</li> <li>- If Permit pulled by entity <b>NOT</b> on TOR Qualified Builder List</li> </ul>	\$500 \$1,000	\$500 \$1,000
Refundable Landscape Deposit (for completing conditions of a permit including exterior finishes, landscaping, and driveway paving)	\$2,500	\$2,500
Occupancy Permit <ul style="list-style-type: none"> <li>- Regular Fee if submitted prior to occupancy</li> <li>- Late Occupancy fee for applications submitted after occupancy has already commenced</li> </ul>	\$0 \$500	\$0 \$500
<b>Penalties and Enforcement</b>		
Late Application Fee (Applications made after the development has commenced) Note: Max \$2,000	\$500	\$500
Land Use Bylaw Violations – Enforcement Notice Admin Fee <ul style="list-style-type: none"> <li>- 1<sup>st</sup> Notice</li> <li>- 2<sup>nd</sup> Notice</li> <li>- 3<sup>rd</sup> Notice</li> <li>- Notice of Stop Order</li> </ul>	\$0 \$200 \$400 \$600	\$0 \$200 \$400 \$600



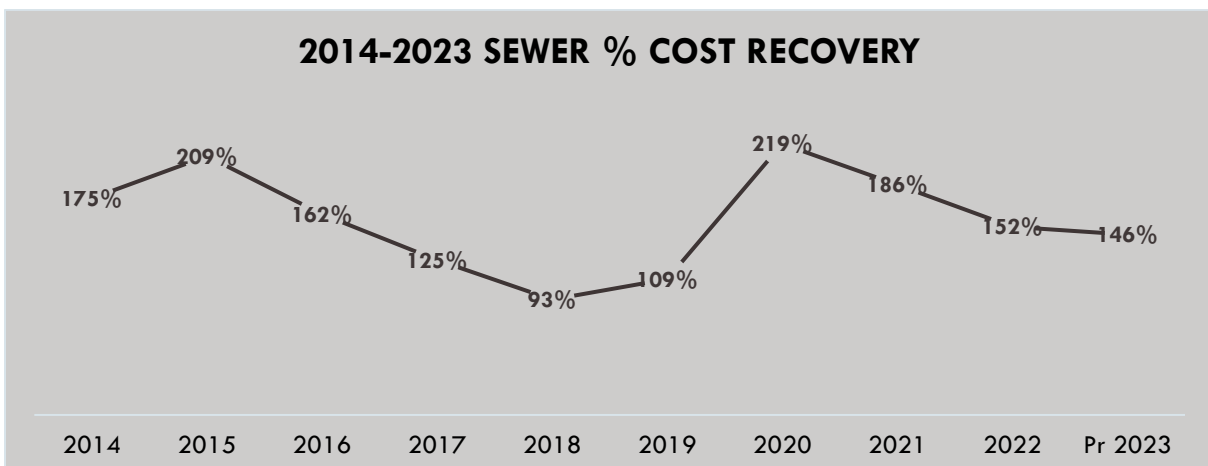
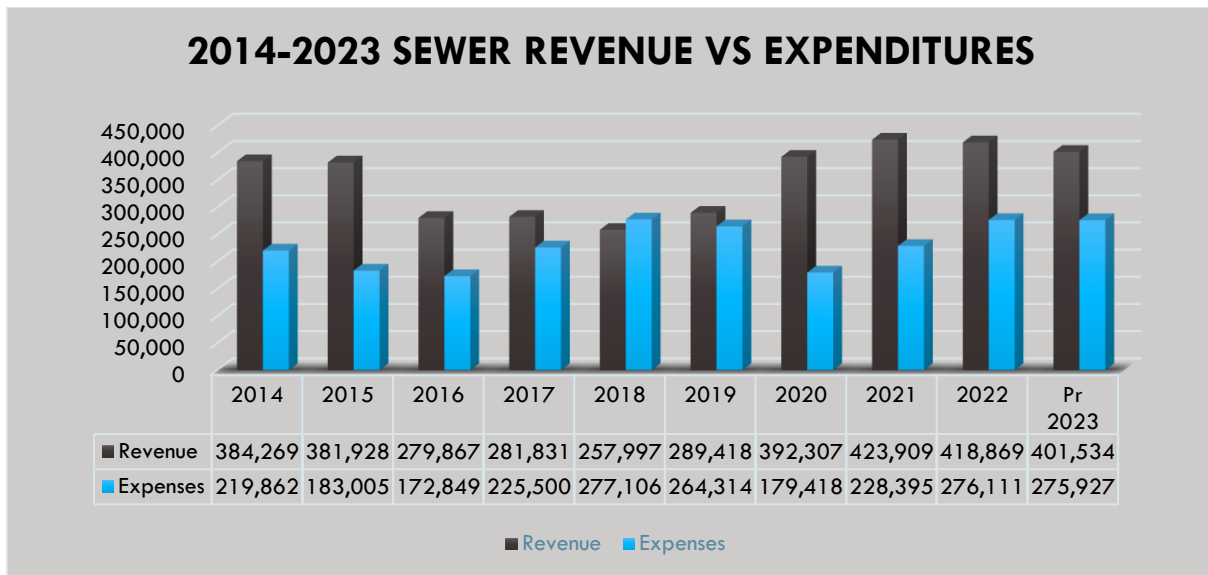
<b>Corporate Services</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
<b>Administrative Services</b>		
Paper Copy of Town Utility Bill	\$3	\$3
Property Information Request (Assessment & Real Estate Companies)	\$15	\$15
Freedom of Information and Protection of Privacy Information Request	\$25	\$25
Tax Certificates	\$35	\$35
NSF Cheque	\$45	\$45
Tax Notification	\$120	\$120
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>Business Licenses</b>		
Permitted Use & Business License (Community Resident)	\$70	\$70
Discretionary Use Permit & Business License (Community Resident)	\$100	\$100
"Home Occupation 1" Business License	\$70	\$70
"Home Occupation 2" Business License	\$100	\$100
Annual Renewal of Approved Business License	\$70	\$70
Out of Town Business License (Non-Resident)	\$190	\$190
Hawker & Peddler License (Up to 4 Reps) (Daily / Yearly)	\$200/\$400	\$200/\$400
Huckster – Resident (6 Week / Yearly)	\$25/70	\$25/70
Huckster – Non-Resident (6 Week / Yearly)	\$50/\$190	\$50/\$190
Food Truck Resident (Daily / Yearly)	\$15/\$70	\$15/\$70
Food Truck Non-Resident (Daily / Yearly)	\$30/\$190	\$30/\$190
Food Truck Event (Town of Raymond Sponsored Event) per Event	\$70	\$70
<b>Bylaw Enforcement – Animal Licensing</b>		
Annual Dog License (Spayed or Neutered)	\$30	\$30
Annual Dog License (Not Spayed or Neutered)	\$55	\$55
Annual Vicious Dog License	\$200	\$200
Dog Fanciers License (Per Dog)	\$60	\$60
Dog Fanciers Application Fee (One-time)	\$125	\$125
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
Urban Hen License	\$30	\$30
<b>Bylaw Enforcement – Tall Grass</b>		
Trash Mowing Service – per hour	\$200	\$200

Operational Services	2023 Fee	2024 Fee
<b>Solid Waste</b>		
Monthly Collection Fee – Residential	\$21.50	\$21.50
Monthly Reserve Fee – Residential	\$6	\$6
Garbage bin – 98 litre waste bin replacement cost (first one is free)	\$150	\$150
Service call for replacement of lids or wheels on 98 litre waste bins	\$25	\$25
Monthly Collection Fee – Commercial*		
Business Lite (up to 4.0 cubic meters picked up 2 times per week)	\$30	\$30
Business Heavy (up to 4.0 cubic meters picked up 5 times per week)	\$130	\$130
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Collection Fee – Institutional*		
Institutional Lite (up to 4.0 cubic meters picked up 2 times per week)	\$130	\$130
Institutional Heavy (up to 4.0 cubic meters picked up 5 times per week)	\$225	\$225
Monthly Reserve Fee – Institutional	\$9	\$9
Clean Up Day Collection Fee – per collection	\$25	\$25
White Goods Fee – per item containing Freon	\$40	\$40

\*Anything that does not fit into these categories would be considered a special rate category and would be tailored and billed accordingly.



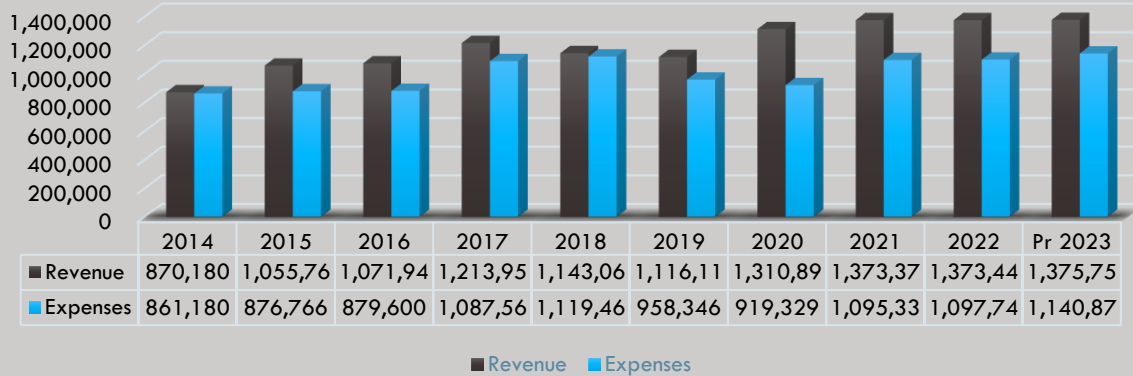
Operational Services	2023 Fee	2024 Fee
<b>Wastewater</b>		
Monthly Collection Fee – Residential	\$15	\$15
Monthly Reserve Fee – Residential	\$6	\$6
Monthly Collection Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Collection Fee – Institutional	\$122	\$122
Monthly Reserve 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
Daily Sewer Snake Rental	\$55	\$55
Dumping of Bulk Waste Water at Lift Station or Lagoon (billed per load)	\$250	\$250
Sewer Inspection – Chamber Service Call I (damaged lid)	Market value of lid at time of call + \$50 service fee	Market value of lid at time of call + \$50 service fee
Sewer Inspection – Chamber Service Call II (damaged flapper)	Market value of flapper at time of call + \$50 service fee	Market value of flapper at time of call + \$50 service fee
Sewer Inspection – Chamber Service Call III (broken inspection chamber resulting in sewer back-up)	All costs incurred by the Town to clear obstruction	All costs incurred by the Town to clear obstruction





Operational Services	2023 Fee	2024 Fee
<b>Water &amp; Raw Water</b>		
Monthly Distribution Fee – Residential	\$22	\$22
Monthly Reserve Fee – Residential	\$5	\$5
Monthly Consumption Fee – Residential (per cubic meter)	\$0.99	<b>\$1.00</b>
Monthly Distribution Fee – Commercial	\$28	\$28
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Consumption Fee – Commercial (per cubic meter)	\$0.99	<b>\$1.00</b>
Monthly Distribution Fee – Institutional	\$122	\$122
Monthly Reserve Fee – Reserve	\$9	\$9
Monthly Consumption Fee – Institutional (per cubic meter)	\$0.99	<b>\$1.00</b>
Monthly Distribution Fee – Rural Residential	\$52	\$52
Monthly Reserve Fee – Rural	\$20	\$20
Monthly Consumption Fee – Rural Residential (per cubic meter)	\$0.99	<b>\$1.00</b>
Monthly Distribution Fee – Rural Residential (No Meter)	\$138	\$138
Monthly Consumption Fee – Raw Water (Residential)	\$14	\$14
Monthly Consumption Fee – Raw Water (Institutional)	\$40	\$40
Bulk Water Fee Fob (per cubic meter)	N/A	\$4
Bulk Water Fee Coin Fob (per cubic meter)	\$4	<b>\$5.75</b>
Water Turn-On Fee (regular working hours)	\$50	\$50
Water Turn-Off Fee (regular working hours)	\$50	\$50
Water Turn-On Fee (after hours)	\$125	\$125
Water Turn-Off Fee (after hours)	\$125	\$125
New Water Service Fee - 3/4" line	\$800 for meter Connection As per quote	\$800 for meter Connection As per quote
New Water Service Fee – Rural Property	\$20,000	\$20,000

### 2014-2023 WATER REVENUE VS EXPENDITURES



### 2014-2023 WATER % COST RECOVERY

