



2022 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 2022 operating year.

Clark Holt
Financial Services Manager

Executive Summary

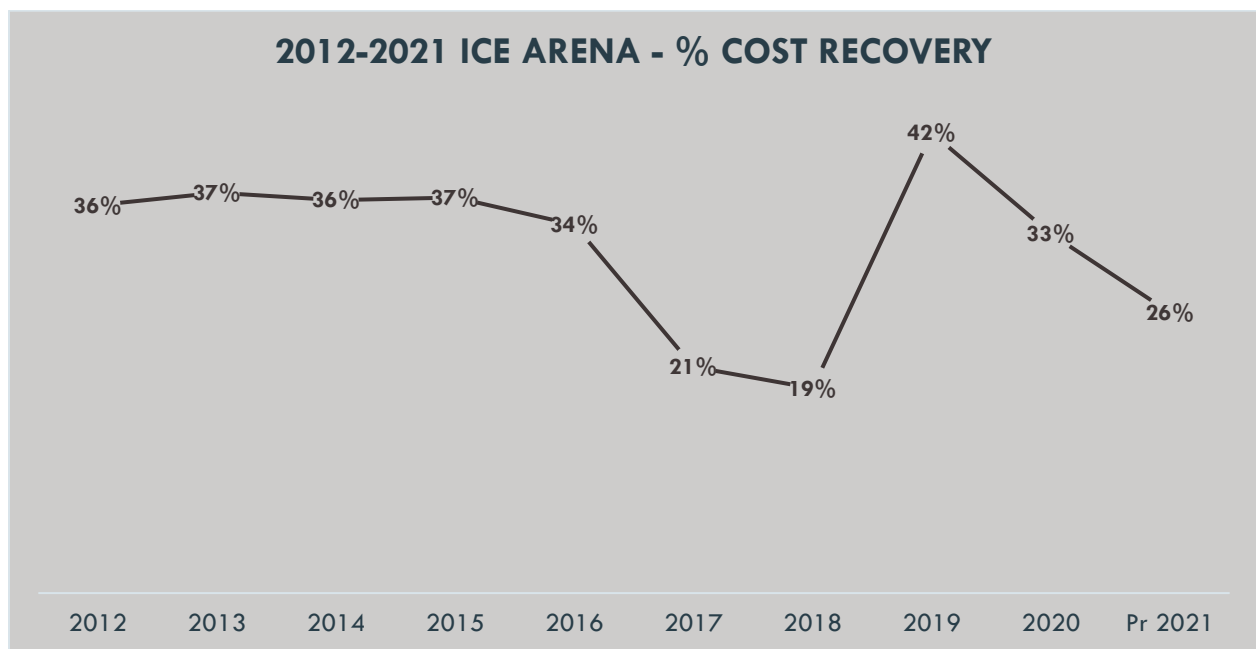
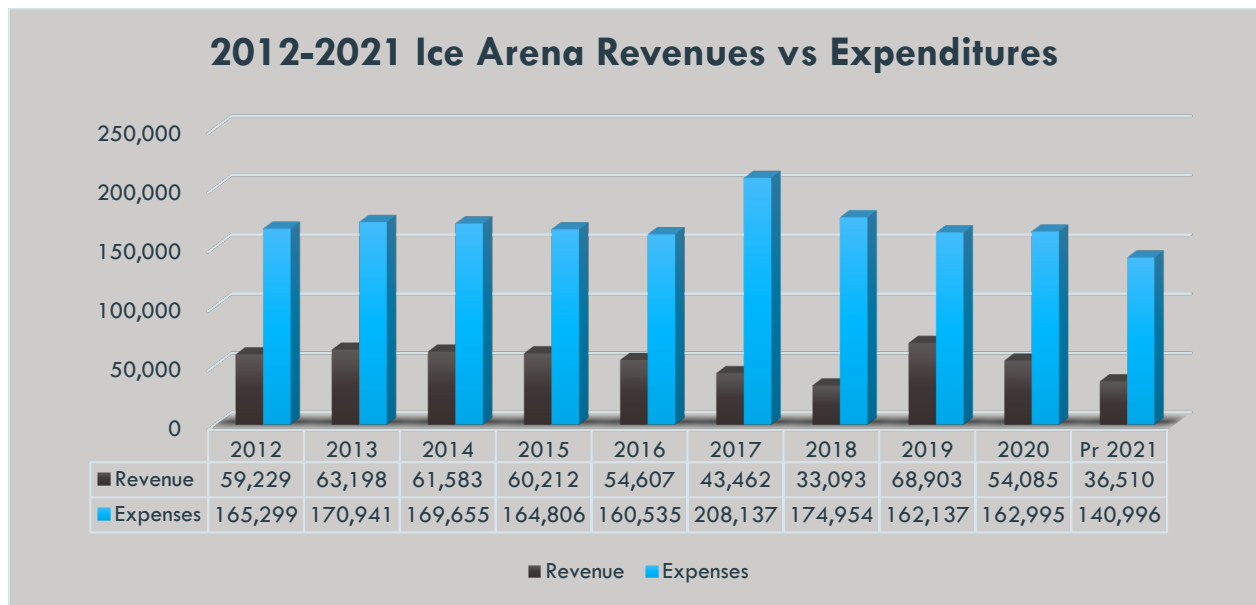
Council annually reviews the fees and charges that are assessed by the Town for the services that it provides. This document is meant to provide Council with information to properly determine if the right rate is being assessed. Administration has compiled the actual and projected (PRJ) revenues and 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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Community Services

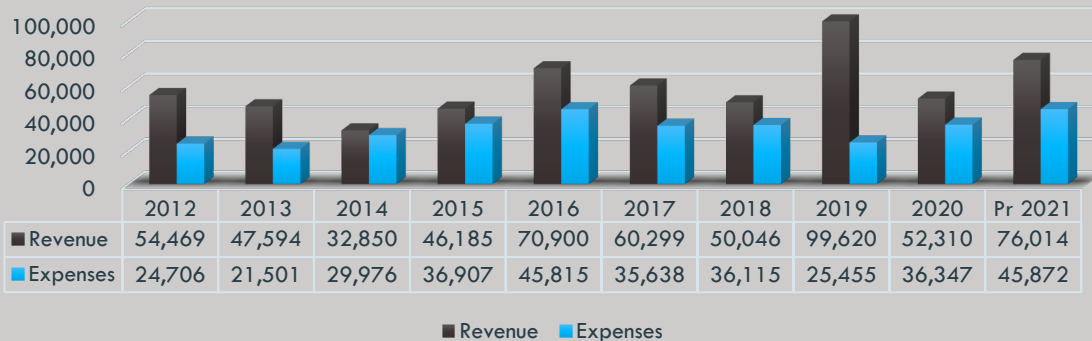
Community Services - Arena	2021 Fee	2022 Fee
Rental Rates – per hour		
Local Youth Group	\$85	\$90
Adult or 'Non-Local Youth' Group	\$115	\$125
Westwind School	\$25/Flood	\$25/Flood
Off Season Rental Rate – per hour		
Groups & Private	\$50	\$50
Raymond Minor Sports Group	\$25	\$25
Mezzanine in Arena	\$25	\$25



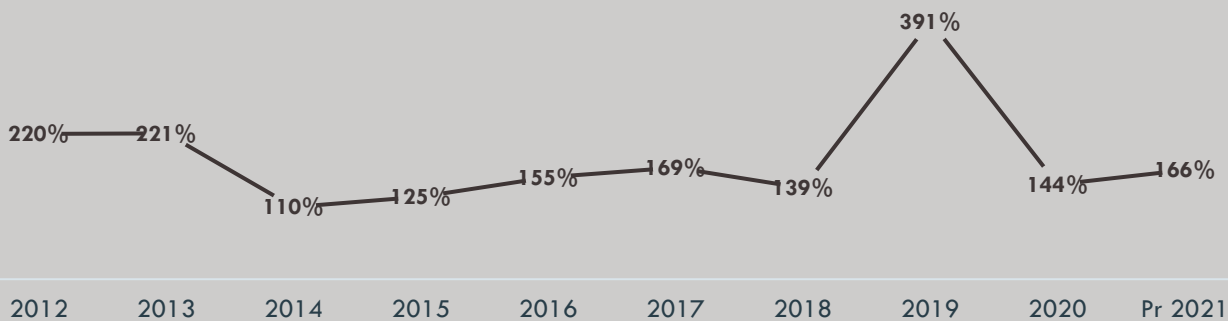
Community Services – Campground	2021 Fee	2022 Fee
No Services		
Daily	\$10	\$10
Weekly	\$65	\$65
Monthly	\$250	\$250
Season (approx. May 15 th to October 15 th) (No longer offered)	\$1,000	N/A
With Services		
Daily	\$25	\$25
Weekly	\$150	\$150
Monthly	\$550	\$600
Season (approx. May 15 th to October 15 th) (No longer offered)	\$2,200	N/A

Community Services – Cemetery	2021 Fee	2022 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)	\$1,000	\$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 Opening and Closing (In Ground Plot)		
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
Columbarium Niche		
1 st Open and Close Regular hours	Inc with purchase	Inc with purchase
1 st Open and Close After hours and on weekends Fri after 11am & Sat)	\$200	\$200
1 st Open and Close Sundays & Holidays)	\$400	\$400
Plaque Replacement	\$125	\$125
2 nd Open and Close (Regular hours)	\$150	\$150
2 nd Open and Close (After hours and Holidays)	\$250	\$250
Disinterment		
Casket	Double Regular Fee for that day	Double Regular Fee for that day
Cremation	\$250	\$250

2012-2021 Cemetery - Revenues vs Expenditures

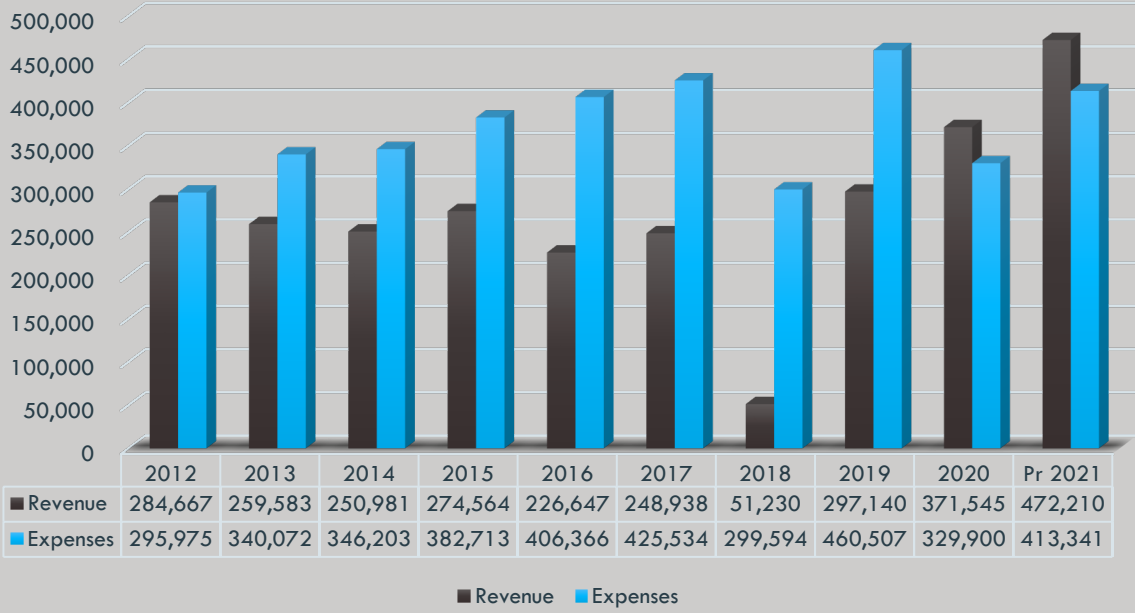


2012-2021 CEMETERY - % COST RECOVERY

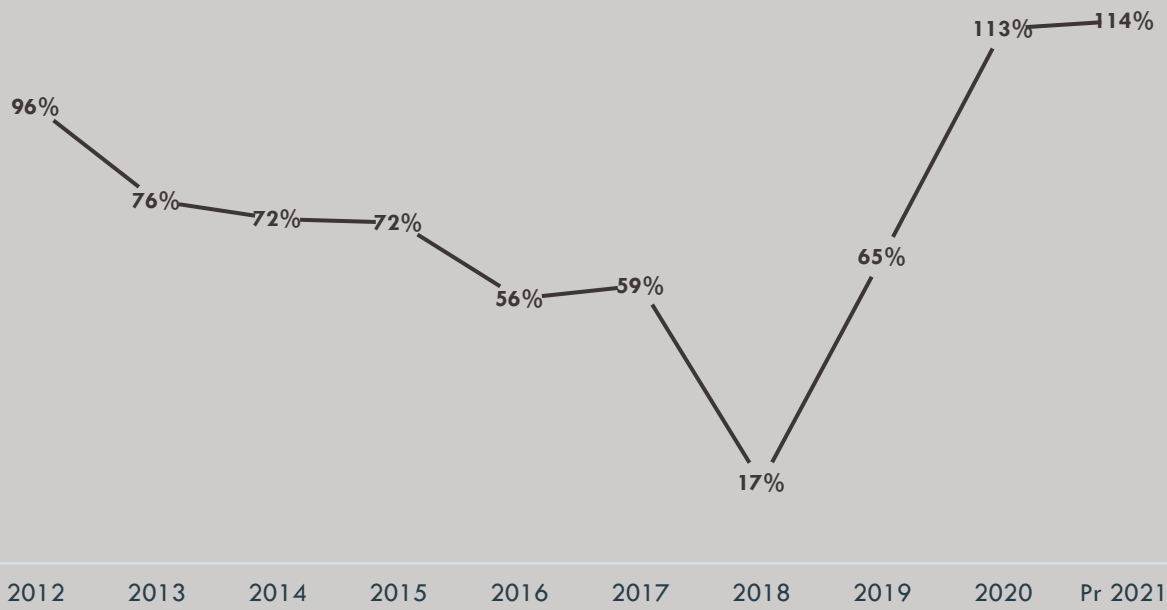


Community Services – Golf Course	2021 Fee	2022 Fee
Memberships & Passes (*receive a 10% discount if purchased before Jan 1st)		
Single Adult Membership 5 Day	\$550	\$580
Single Adult Membership 7 Day	\$770	\$810
Couple 5 Day Membership	\$935	\$975
Couple 7 Day Membership	\$1,320	\$1,400
60+ Single Membership 5 Day	\$465	\$490
60+ Single Membership 7 Day	\$650	\$685
60+ Couple 5 Day Membership	\$765	\$800
60+ Couple 7 Day Membership	\$1,115	\$1,200
Family Membership – includes 2 adult memberships and unlimited children under 18	\$1,430	\$1,500
Post-Secondary Student Membership – Student ID required (25 years and younger)	\$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)	\$200	\$200
Green Fees	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)	\$15	\$15
Footgolf Weekend (18 Holes only)	\$20	\$20
Footgolf Weekday Family (Up to 6 people) (18 Holes only)	\$60	\$60
Footgolf Weekend Family (Up to 6 people) (18 Holes only)	\$80	\$80
Cart Rental		
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
Driving Range		
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
Cart Storage (Season)		
Power Carts	\$350	\$350
Gas Carts	\$400	\$400
Golf Simulator		
Single General Membership – one month	N/A	\$100
Couple Membership – one month	N/A	\$175
Single General Membership – six months	N/A	\$500
Couple Membership – six months	N/A	\$875
General Drop-In – two-hour session	N/A	\$25

2012-2021 Golf Course Revenues vs Expenditures



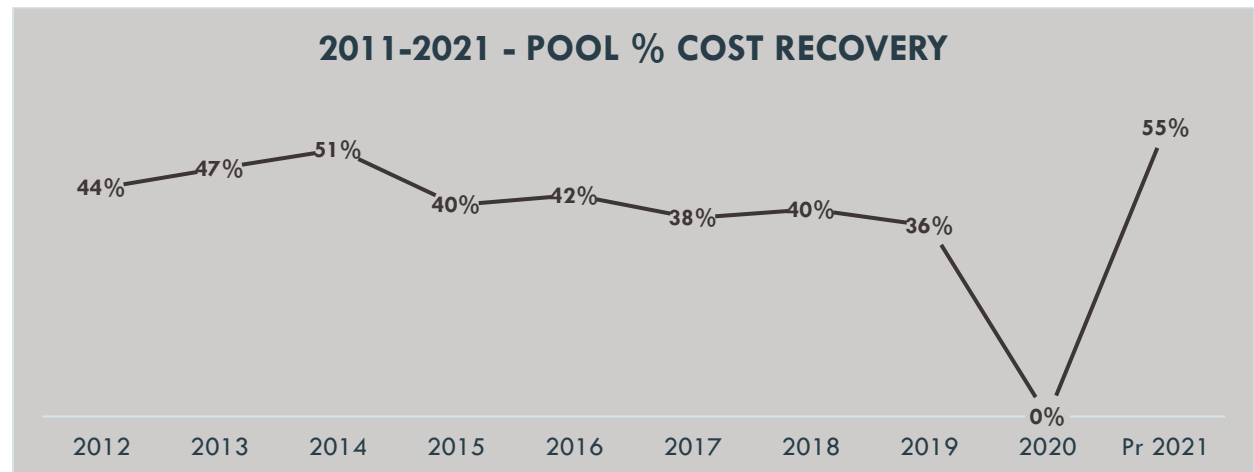
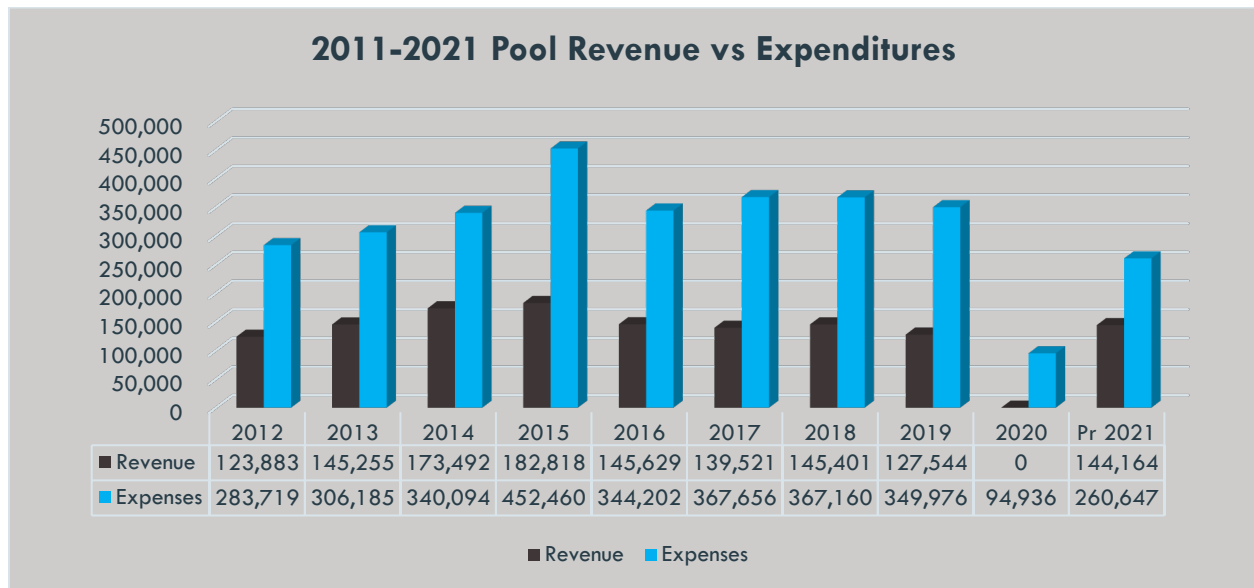
2012-2021 GOLF COURSE - % COST RECOVERY



Community Services - Pool	2021 Fee	2022 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	\$2 Drop In
Aqua Fit	Age Rate	\$2 Drop In
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	\$175
Pool Rental per hour (201 to 300 people)	\$200	N/A
Pool Rental per hour (301+ people)	\$250	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)



Community Services – VSP & Sports Fields	2021 Fee	2022 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	\$10	\$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
Snow removal fee (charged when snow and ice is removed from field and/or bleachers after normal business hours to accommodate an event)	N/A	\$150
Cleaning fee (charged when user groups leave facility in need of cleaning)	N/A	\$50

Community Development Services	2022 Fee	
	Permitted Use	Discretionary Use OR Waiver
Residential Development Permit Fee(s)		
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	\$100	Additional \$200
4+ Units	\$150	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, Accessory Structure (Shed) greater than 10m ² (108ft ²)	\$50	Additional \$200
First Accessory Structure (Shed) less than 10m ² (108ft ²)	\$0	N/A
Removal of Manufactured Home	\$50	N/A
Manufactured Home moved into a designated Manufacture Home Park or Lot Zoned Manufacture Home Park (R-2)	\$50	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 ² (5,000ft ²)	\$100	Additional \$200
465.5m ² – 1,858m ² (5,001ft ² – 20,000ft ²)	\$200	Additional \$200
1,858m ² + (20,001ft ² +)	\$400	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 ² (0ft ² - 5,000ft ²)	\$100	Additional \$200
465.6m ² – 1,858m ² (5,001ft ² - 20,000ft ²)	\$200	Additional \$200
1,858m ² + (20,001ft ² +)	\$400	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 ² (0ft ² - 10,000ft ²)	\$100	Additional \$200
929.1m ² – 1,858m ² (10,001ft ² - 20,000ft ²)	\$200	Additional \$200
1,858m ² + (20,001ft ² +)	\$400	Additional \$200

Planning Fee(s)	2021 Fee	2022 Fee
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
Additional / Miscellaneous Fee(s)	2021 Fee	2022 Fee
Fences Requiring Permit / Waiver (Height or Location)	\$160	\$250
Discretionary Use Permit	\$160	\$250
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"> - If Permit pulled by entity on TOR Qualified Builder List - If Permit pulled by entity NOT on TOR Qualified Builder List 	\$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"> - Regular Fee if submitted prior to occupancy - Late Occupancy fee for applications submitted after occupancy has already commenced 	\$0 \$500	\$0 \$500
Penalties and Enforcement	2021 Fee	2022 Fee
Late Application Fee (Applications made after the development has commenced) Note: Max \$2,000	Double Permit Fee	\$500
Land Use Bylaw Violations – Enforcement Notice Admin Fee <ul style="list-style-type: none"> - 1st Notice - 2nd Notice - 3rd Notice - Notice of Stop Order 	\$0 \$200 \$400 \$600	\$0 \$200 \$400 \$600

Community Development – Community Centre Board Room & Theatre	2021 Fee	2022 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	\$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	\$300
	Practice Weeks/3 days + rentals	\$150	\$150
Raymond Playhouse Rates	\$700	\$700	
Raymond High School Band	\$60	\$60	
Additional Fees			
Concession Equipment Rental - additional fee charged per day	\$25	\$25	
Digital Box Office - online ticket sales program charged per show day	\$15	\$15	
Cleaning Fee/Penalty - as per theatre policy	\$75	\$75	

Corporate Services

Administrative Services	2021 Fee	2022 Fee
Paper Copy of Town Utility Bill	\$2	\$2
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	\$100	\$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

Business Licenses	2021 Fee	2022 Fee
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 Reqs) (Daily / Yearly)	\$200 / \$400	\$200 / \$400
Huckster – Resident (6 Week / Yearly)	\$25	\$25 / \$70
Huckster – Non-Resident (6 Week / Yearly)	\$50	\$50 / \$190
Food Truck Resident (Daily / Yearly)	N/A	\$15 / \$70
Food Truck Non-Resident (Daily / Yearly)	N/A	\$30 / \$190
Food Truck Event (Town of Raymond Sponsored Event) per Event	N/A	\$70

Bylaw Enforcement – Animal Licensing	2021 Fee	2022 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
Urban Hen License	N/A	\$30

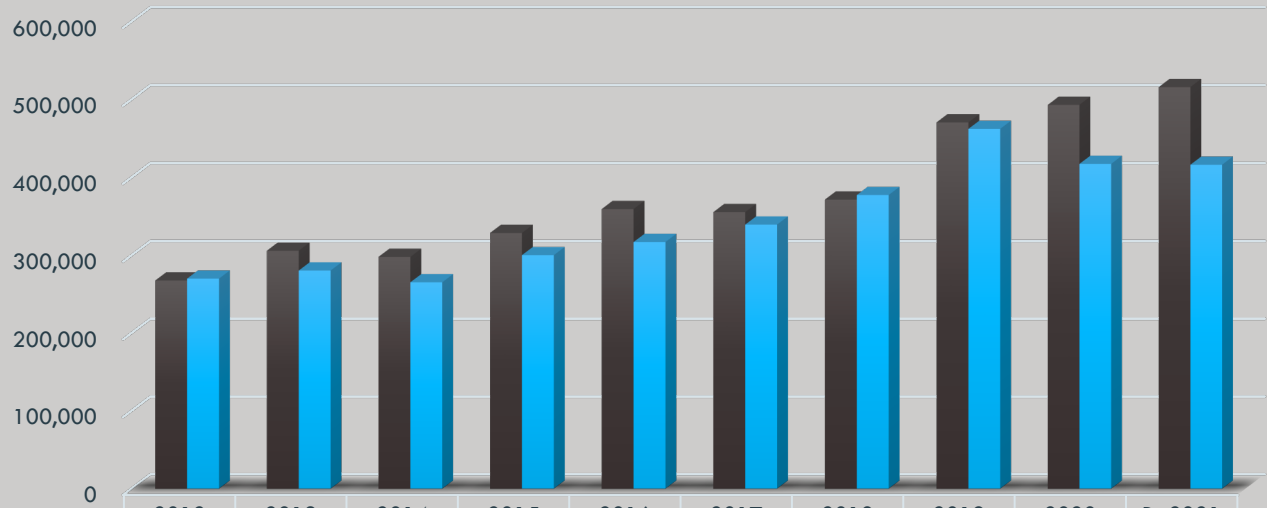
By law Enforcement – Tall Grass	2021 Fee	2022 Fee
Trash Mowing Service – per hour	\$200	\$200

Operational Services

Solid Waste	2021 Fee	2022 Fee
Monthly Collection Fee – Residential	\$20.50	\$21.50
Monthly Reserve Fee – Residential	\$6	\$6
Garbage bin – 98 litre waste bin replacement cost (first one is free)	\$125	\$125
Service call for replacement of lids or wheels on 98 litre waste bins	N/A	\$25
Monthly Collection Fee – Commercial*	\$28	N/A
<ul style="list-style-type: none"> Business Lite (up to 4.0 cubic meters picked up 2 times per week) 	N/A	\$29.50
<ul style="list-style-type: none"> Business Heavy (up to 4.0 cubic meters picked up 5 times per week) 	N/A	\$130
Monthly Reserve Fee – Commercial	\$7	\$7
Monthly Collection Fee – Institutional*	\$122	N/A
<ul style="list-style-type: none"> Institutional Lite (up to 4.0 cubic meters picked up 2 times per week) 	N/A	\$130
<ul style="list-style-type: none"> Institutional Heavy (up to 4.0 cubic meters picked up 5 times per week) 	N/A	\$225
Monthly Reserve Fee – Institutional	\$9	\$9
Clean Up Day Collection Fee – per collection	\$25	\$25
White Goods Fee – per item containing Freon	\$35	\$40

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

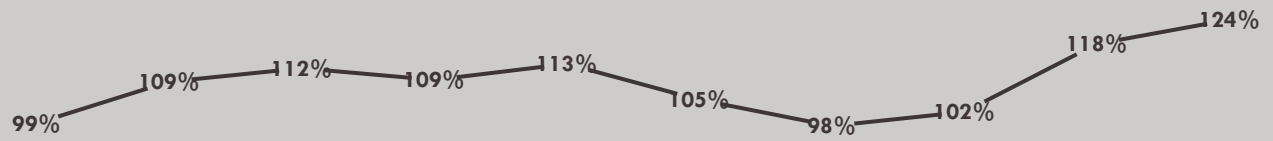
2012-2021 Garbage - Revenues vs Expenditures



	2012	2013	2014	2015	2016	2017	2018	2019	2020	Pr 2021
Revenue	267,716	306,037	298,066	328,832	359,489	355,536	371,624	470,666	493,142	515,971
Expenses	270,200	280,603	265,445	300,380	317,235	339,580	377,542	462,389	417,457	416,365

■ Revenue ■ Expenses

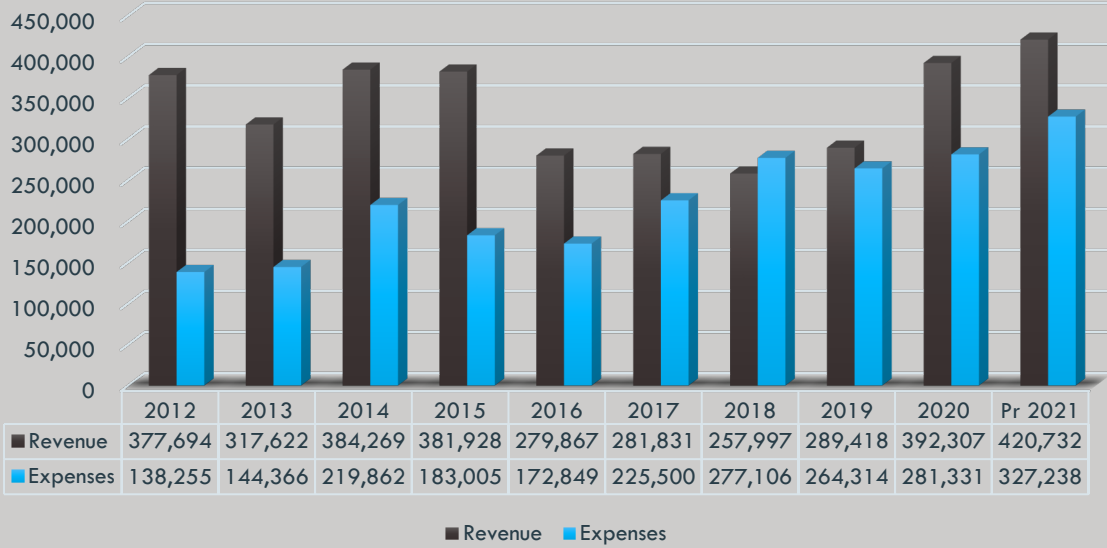
2012-2021 GARBAGE - % COST RECOVERY



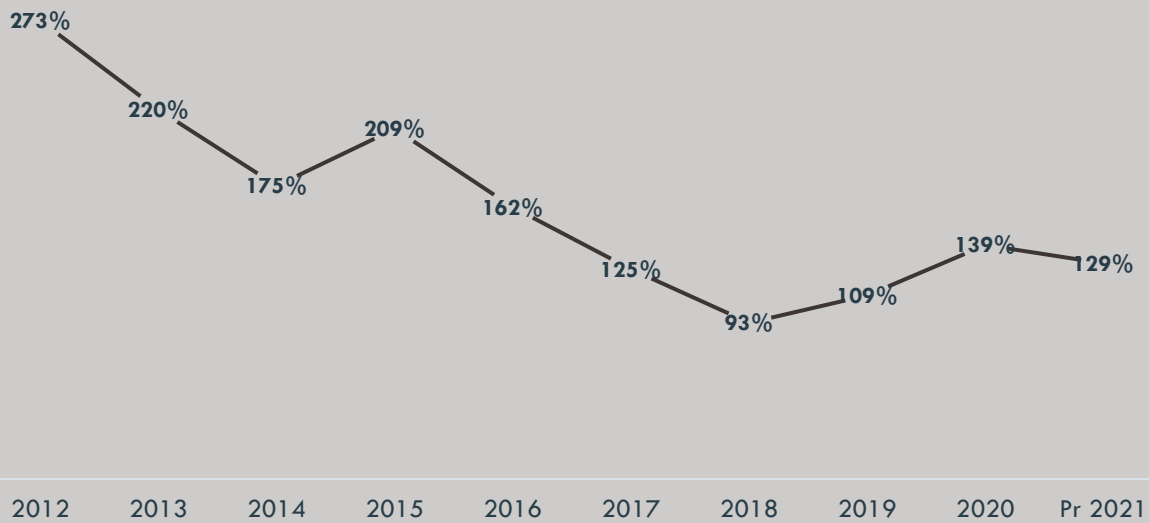
2012 2013 2014 2015 2016 2017 2018 2019 2020 Pr 2021

Wastewater	2021 Fee	2022 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
Daily Sewer Snake Rental	N/A	\$55
Dumping of Bulk Waste Water at Lift Station or Lagoon (billed per load)	N/A	\$250
Sewer Inspection – Chamber Service Call I (damaged lid)	N/A	Market value of lid at time of call + \$50 service fee
Sewer Inspection – Chamber Service Call II (damaged flapper)	N/A	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)	N/A	All costs incurred by the Town to clear obstruction

2012-2021 Sewer - Revenues vs Expenditures

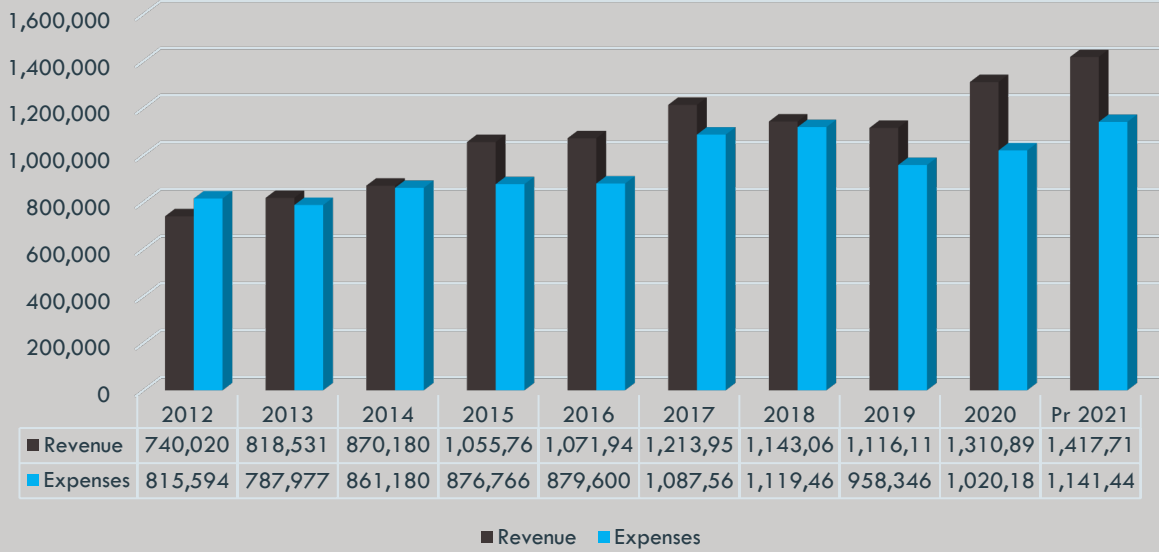


2012-2021 SEWER - % COST RECOVERY



Water & Raw Water	2021 Fee	2022 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)	\$0.96	\$0.96
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-On Fee (regular working hours)	\$75	\$50
Water Turn-Off Fee (regular working hours)	\$75	\$50
Water Turn-On Fee (after hours)	\$75	\$125
Water Turn-Off Fee (after hours)	\$75	\$125
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	Moratorium	Moratorium

2012-2021 Water - Revenues vs Expenditures



2012-2021 WATER - % COST RECOVERY

