

INFORMATION MEMORANDUM

TO: Mayor Kogon and Members of Council
FROM: Shelley Rector CPA, CMA - CFO
DATE: April 29, 2019
SUBJECT: Annual Review of User Fees Policy

Background

The annual review of user fees policy indicates that Council is to review user fees annually for appropriateness and revise as necessary if required during the budget process. The policy outlines the user fees to be charged for the next fiscal year for various services and products.

Discussion

The following are the proposed changes to the user fee policy:

1. On page two, a charge for Line Painter at \$115.00 per hour has been added.
2. On page three, the Solid Waste Collection Charge has been updated to reflect the new rate of \$185.00/year.
3. On page five, the ice time at the stadium has been changed as follows:
 - a. The Early Bird rate has been removed;
 - b. Fair Time rate has been increased to \$99.00 per hour;
 - c. Prime Time rate has been increased to \$128.00 per hour; and
 - d. Prime Time Youth rate has been increased to \$99.00 per hour.
4. On page six, a paragraph explaining the responsibility the customer has for costs associated with advertising has been added.
5. On page six, off season stadium rentals has been update as follows:
 - a. Rink floor only increased to \$50.00 per hour and \$630.00 per day;
 - b. Entire facility increased to \$70.00 per hour and \$790.00 per day;
 - c. Extra employees have been added with a charge of \$25.00 per person per hour; and
 - d. Times have been added to a and b with a note that the day charge includes one employee.
6. Page seven has also been updated to include the community rate of a 40% discount for the Community Credit Union Business Innovation Center.