



AMHERST TOWN COUNCIL

RFD# 2019047

Date: May 15, 2019

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Shelley Rector, CPA, CMA – Chief Financial Officer

DATE: May 15, 2019

SUBJECT: User Fee Policy

ORIGIN: 2019-20 Operating Budget

LEGISLATIVE AUTHORITY: Municipal Government Act, section 84 allows council to make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

RECOMMENDATION: That Council approve the changes to the User Fee policy for fiscal 2019-20.

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 \$40 per person per hour when overtime; and
 - d. Times have been added to a and b with a note that the day charge includes one employee.
6. Page six has also been updated to include the community rate of a 40% discount for the Community Credit Union Business Innovation Center.



FINANCIAL IMPLICATIONS: There has been a small increase in the revenue for the stadium which has been included in the operational budget to reflect the increase in the amount charged for user fees.

COMMUNITY ENGAGEMENT: Information on the budget has been shared via social media and the council session has been recorded for the public's information.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications associated with this borrowing.

SOCIAL JUSTICE IMPLICATIONS: N/A

ALTERNATIVES:

1. Council could not approve the policy as stated.
2. Council could request additional changes to the Policy.

ATTACHMENTS: Track changes version of the User Fee Policy to highlight changes.

Report prepared by: Shelley Rector, CPA, CMA – Chief Financial Officer
Report and Financial approved by: N/A