



Administration and Operations Committee Report

To: The Chair and Members of the Administration and Operations Committee
From: Stacey Ellins, Director of Parks & Recreation
Kathy Ballantyne, Director of Facilities & Special Projects
Date: July 16, 2024
Report #: RPT-0306-24
Subject: Community Services Fees Update
Purpose: For Approval

Recommendation

Whereas fees and charges for all Municipal services including applications, licenses and permits are established through the Municipal Fees and Charges By-Law;

And whereas additional recreational programs, facilities and cemetery services are offered to meet the needs of the Community;

Therefore, be it recommended that the following additions and revisions to the 2024 Municipal Fees & Charges By-Law be approved:

Seniors Programs

Seniors Dance/Workshop	\$10.00 per participant (includes HST)
Seniors Program	\$25.00 per participant (includes HST)
Seniors Art Workshop	\$35.00 per participant (includes HST)

Facility Administration/Miscellaneous

Event Security Deposit (refundable)	\$250.00 (includes HST)
Special Occasion Permit Event Security Deposit (refundable)	\$500.00 (includes HST)
Dressing Room Annual Fee	\$2,000.00 (excluding HST)
Dressing Room Monthly Fee	\$187.50 (excluding HST)

St. George Lawn Bowling Club

Clubhouse Rental Rate	\$150.00 per day (includes HST)
Clubhouse Rental Rate	\$40.00 per hour (includes HST)

Cemetery Services

Bereavement Authority of Ontario Consumer Protection Fee	\$30.00 (includes HST)
Saturday (extra) Full Burial	\$600.00 (excluding HST)
Saturday (extra) Cremation	\$260.00 (excluding HST)

Strategic Plan Priority

Strategic Priority 5 - Healthy, Safe, and Engaged Citizens

Impacts and Mitigation

Social Impacts

Communities that participate in sport and recreation develop strong social bonds, are safer places and the people who live in them are generally healthier and happier than places where physical activity isn't a priority. Recreation facilities provide amenities to support programs and rentals that foster community spirit, education and socialization.

Environmental Impacts

N/A

Economic Impacts

Recreation services contribute to economic development by attracting business to communities (recreation, sport, arts, culture, outdoor/ environmental).

Report

To meet the needs of the community, various community programs and services are offered throughout the year and as such an amendment to the Municipal Fees & Charges By-Law is required to reflect these additions and revisions. Update to the fees include Seniors Programs, Facility Administration/Miscellaneous, St. George Lawn Bowling Club and Cemetery Services, see complete listing below.

Seniors Programs

New - Seniors Dance/Workshop	\$10.00 per participant (includes HST)
New - Seniors Program	\$25.00 per participant (includes HST)
New - Seniors Art Workshop	\$35.00 per participant (includes HST)

In the County of Brant, the need for additional seniors recreational programming is increasing. In response, the Recreation Services Division has expanded seniors recreational programming by creating opportunities for seniors to participate in social activities. The Seniors Dance program will create a welcoming atmosphere where seniors can enjoy an evening of music, dancing and socialization. The Seniors Workshops have been very successful and were offered at no cost through a grant. The Seniors Workshops offer a variety of experiences including Arts, Culture, Heritage and Culinary. These new programming opportunities will be offered at various locations throughout the County of Brant, with the intention to start in Fall of 2024.

Facility Administration/Miscellaneous

New - Event Security Deposit (refundable)	\$250.00 (includes HST)
New - Special Occasion Permit Event Security Deposit (refundable)	\$500.00 (includes HST)
Revised - Dressing Room Annual Fee	\$2,000.00 (excluding HST)
Revised - Dressing Room Monthly Fee	\$187.50 (excluding HST)

Hall and Room rentals will have the Event Security Deposit (refundable) charged in full at the time of booking. Hall and Room rentals that hold a Special Occasion Permit will have the Special Occasion Permit Event Security Deposit (refundable) charged in full at the time of booking. Funds will be returned to the customer after the event if the space is left in good condition. Funds will be kept by the County of Brant if staff are required beyond standard cleaning or if a third-party service is required and/or the replacement of furnishings/equipment related to damage/repairs, misuse of space, etc., is required.

The Dressing Room Fee is charged for teams who request and are approved sole use/access of a dressing room within the County of Brant Recreational Facility on an annual or monthly basis.

St. George Lawn Bowling Club

New - Clubhouse Rental Rate \$150.00 per day (includes HST)

New - Club House Rental Rate \$40.00 per hour (includes HST)

The St. George Lawn Bowling Clubhouse will be available for rentals in summer of 2024.

Cemetery Services

New - Bereavement Authority of Ontario Consumer Protection Fee \$30.00 (includes HST)

Current - Saturday (extra) Full Burial \$830.00 (excluding HST)

Revised - Saturday (extra) Full Burial \$600.00 (excluding HST)

Current - Saturday (extra) Cremation \$330.00 (excluding HST)

Revised - Saturday (extra) Cremation \$260.00 (excluding HST)

The Bereavement Authority of Ontario Consumer Protection Fee is a mandated fee, that was instated in July of 2023.

In the 2022 Fees & Charges By-Law, higher fees were charged in the afternoon than the morning which was difficult for staff and funeral directors to administer. To rectify the situation standardized Saturday (extra) Fees (all day) were implemented in 2023. It was recently brought to our attention that the standardized Saturday (extra) Fees were significantly higher than in some neighbouring municipalities. Staff completed a cost analysis and a comparison of neighboring municipalities (see table below) and propose the above adjustments to the Saturday Full Burial and Saturday Cremation Fees which staff feel are fair/ equitable.

Saturday (extra) Fees- Comparison Table

<u>Extra Fee</u>	<u>County of Brant (Current)</u>	<u>County of Brant (Proposed)</u>	<u>City of Brantford</u>	<u>City of Cambridge</u>	<u>City of Hamilton</u>	<u>Norfolk County</u>	<u>Haldimand County</u>
<u>Full Burial</u>	<u>\$830</u>	<u>\$600</u>	<u>\$548</u>	<u>\$470</u>	<u>\$930</u>	<u>\$338</u>	<u>\$470</u>
<u>Cremation</u>	<u>\$330</u>	<u>\$260</u>	<u>\$258</u>	<u>\$337</u>	<u>\$730</u>	<u>\$338</u>	<u>\$337</u>

Attachments

N/A

Reviewed By

Phil Mete, General Manager of Community Services

Copied To

Sarah Dredge, Manager of Recreation Services

DJ Hussey, Parks & Cemetery Supervisor

Stephanie Delaronde-Husband, Client & Business Services Supervisor

Katie Harrison, Tax Financial Analyst

By-law and/or Agreement

By-law Required

Yes

Agreement(s) or other documents to be signed by Mayor and /or Clerk

No