

Staff Report to Council

Title: 2025 Consolidated Rates & Fees

Report Number: Financial Services 2024-20

Director: Corporate Services

Manager: Financial Services

Meeting Date:
Wednesday, October 9, 2024

Date to be considered by Council:
Wednesday, October 9, 2024

Recommendation:

That Council approve the proposed 2025 Consolidated Rates and Fees Schedule as outlined in Staff Report Financial Services-2024-20, effective January 1, 2025.

Executive Summary:

The Rates and Fees charged by the Municipality for various services are reviewed each year to assess the financial appropriateness of the amounts being charged. Council approved the current Rates and Fees By-law in September 2023. The proposed Rates and Fees are brought forward prior to the budget process for approval as the new rates are used to estimate the revenue streams for the upcoming budget year. An economic increase of 2.5% has been applied to the majority of the rates and fees, with minor rounding adjustments. Any significant increases or changes from 2024 fees have been summarized in this report.

Strategic Priorities:

D.16-Ensure the Municipality provides value for money and long-term sustainability

Financial Considerations:

User fees allow the Municipality to reduce the impact on the tax levy while transferring the incremental cost burden directly to the end user. The rates and fees established for 2025 will assist in developing the budget estimates for the year. The Municipality strives to provide high quality services while managing budget constraints and balancing long term financial stability.

Policy:

Municipal Act, 2001, S.391

Context and Background Information:

For the upcoming year, an inflationary increase of 2.5% (12-month CPI rate from July-July) has been applied to the majority of the rates and fees in the schedule. Many of the rates can be directly associated with staff time, thus the 2.5% increase is in line with expense increases expected for 2025. This aims to avoid larger increases in the tax levy and supports financial stability. Some rates have remained the same as in 2024 and some new fees have been added.

Attached is the full listing of all fees, with the recommended changes listed below by schedule:

Schedule A: Administration Fees

Description of Fees & Charges	2024 Fee	2025 Fee
Commissioning of oaths	\$ 19.78	\$ 20.27
Certification of any document (plus cost of photocopy, if necessary)	\$ 19.78	\$ 20.27
Photocopies (per copy)	\$ 0.77	\$ 0.79
Information search (minimum charge 1 hr)	\$ 53.60	\$ 54.94
Zoning Compliance Certificate	\$ 105.00	\$ 107.50
Zoning Compliance Certificate - Less than 48 hours notice	\$ 140.00	\$ 143.50
Zoning Provisions Letter	\$ 105.00	\$ 107.50
Parcel Abstract/Title Search	\$ 103.00	\$ 105.60
Marriage Licence	\$ 140.00	\$ 145.00
Tax History Printout/Income Tax Receipt	\$ 18.00	\$ 20.00
Duplicate copy of tax/utility bill (prior years only)	\$ 18.00	\$ 20.00
Administration Fee for Tax Registration	\$ 445.00	\$ 455.00
Administration Fee for Tax Sale	\$ 1,095.00	\$ 1,120.00
Administration Fee for Tax Payment Plan or Extension Agreement	\$ 232.00	\$ 238.00
BIA Annual Accounting/Audit Fee	\$ 4,400.00	\$ 4,800.00
Unpaid charges added to Tax Roll for collection	\$ 20.00	\$ 22.50
Line Fences Administration Fee	\$ 129.00	\$ 132.00
Tile Drain Inspection Fee	\$ 129.00	\$ 132.00

The annual BIA Audit Fee has increased by \$400 based on the increase in the agreement for audit services with the external auditor.

Schedule B: Building, Plumbing and Septic Fees

No changes have been made to building permit fees. Building permit fees are legislated under Section 7 of the Ontario Building Code Act, 1992 S.O. 1992, c. 23, as amended. Any fee increases are subject to public consultation and a justification for the increases to the fees.

Schedule C: Planning

Description of Fees & Charges	2024 Fee	2025 Fee
Site Plan Application Fees and/or Condo Exemption		
Site Plan Application Fee	\$ 515.00	\$ 528.00
Amendments	\$ 515.00	\$ 528.00
Draft Approval Extension and Municipal Comment Letter	\$ 515.00	\$ 528.00
Condo exemption fee (fee is charged for application and each phase)	\$ 170.00	\$ 175.00
Development Application Fees and/or Plan of Condominium		
Development Application Fee	\$ 315.00	\$ 323.00
By-law under section 50 (4) of the Planning Act to deem a plan or part of a plan not to be a registered plan (per application)	\$ 1,085.00	\$ 1,110.00
Part-Lot Exemption control By-law under section 50 (7) of the Planning Act (per application)	\$ 1,085.00	\$ 1,110.00
By-law to remove "h" holding zone (per application)	\$ 305.00	\$ 312.00
Access and Indemnification Agreement	\$ 180.00	\$ 185.00
Limited Services Agreement	\$ 255.00	\$ 260.00
Spoiling description on Lot of Record \$2,000 deposit for actual costs (legal and survey)	\$ 180.00	\$ 185.00
Road Dedication Fee \$1,000 deposit for actual costs (legal)	\$ 180.00	\$ 185.00
Development Agreement Consent Condition (\$1,000 deposit; legal registration actual cost)	\$ 180.00	\$ 185.00
Application Review Fees		
Consultation on Renewable Energy project	\$ 665.00	\$ 680.00
Projects greater than 10kW		
Solar PV, bioenergy, water	\$ 665.00	\$ 680.00
Wind Turbine-per turbine	\$ 665.00	\$ 680.00
Official Plan Amendment	\$ 515.00	\$ 528.00
Zoning By-law Amendment	\$ 515.00	\$ 528.00
Severance/Consent including Easements and Right of Way/Lot Creation	\$ 515.00	\$ 528.00
Minor Variance	\$ 515.00	\$ 528.00
Condominium Request	\$ 165.00	\$ 169.00
Joint Application (combination of any two above, except renewable energy applications)	\$ 925.00	\$ 948.00
Pre Consult - Subdivision	\$ 360.00	\$ 369.00
Draft Plan of Condominium	\$ 640.00	\$ 656.00
Other types of applications not noted above	\$ 165.00	\$ 169.00
Payment in Lieu of Parking		
All qualifying C1 zoned properties	\$ 1.20	\$ 1.23

- less than 20 spaces – per space	\$ 1,785.00	\$ 1,830.00
- more than 19 spaces – per space	\$ 3,570.00	\$ 3,660.00
Non-qualifying C1 zoned properties – per space	\$ 3,570.00	\$ 3,660.00
C1 properties where residential use intensifies	\$ 3,570.00	\$ 3,660.00
Multi-residential redevelopment	\$ 3,570.00	\$ 3,660.00
Development Pre Consult/Application	\$ 360.00	\$ 369.00

Planning fees are regulated by Section 69 of the Planning Act, R.S.O. 1990, c. P.13, as amended. An economic adjustment of 2.5% has been applied to the planning fees.

Schedule D: Cemetery Rates

Cemetery lot and niche purchases are increasing by 2.5%. No changes to the interment fees. The last increase to the cemetery rates was made in 2019.

Cemetery Rates		
Description of Fees & Charges+C82A38A64:C80	2024 Fee	2025 Fee
Interment Rights Fees		
<u>In Ground Lots</u>		
Ratepayers:		
Single grave (adult) – Land (Kinc. 9' x 3', Tiv. 9' x 4', Port Bruce 9' x 3'6")	\$ 1,225.00	\$ 1,255.60
Single grave (infant) – Land (Kinc. 2' x 4', Tiv. 4' x 4')	\$ 616.00	\$ 631.40
Cremation lot – Land (Kinc. 2' x 4', Port Bruce 3' x 3'6")	\$ 616.00	\$ 631.40
Non-Ratepayers:		
Single grave (adult) – Land (Kinc. 9' x 3', Tiv. 9' x 4', Port Bruce 9' x 3'6")	\$ 1,533.00	\$ 1,571.30
Single grave (infant) – Land (Kinc. 2' x 4', Tiv. 4' x 4')	\$ 770.00	\$ 789.30
Cremation lot – Land (Kinc. 2' x 4', Port Bruce 3' x 3'6")	\$ 770.00	\$ 789.30
<u>Structures S72A, S48B, S24D (12" x 12" x 12")</u>		
Ratepayers:		
First Row Niches (hold 2 urns)	\$ 1,075.25	\$ 1,102.10
Second Row Niches (holds 2 urns)	\$ 1,288.00	\$ 1,320.20
Third Row & Above (holds 2 urns)	\$ 1,506.50	\$ 1,544.20
Non-Ratepayers:		
First Row Niches (hold 2 urns)	\$ 1,343.20	\$ 1,376.80
Second Row Niches (holds 2 urns)	\$ 1,610.00	\$ 1,650.30
Third Row & Above (holds 2 urns)	\$ 1,881.40	\$ 1,928.40
<u>Structures S72B (14" x 14" x 12"), S72T (14" x 14" x 14"), S124C (14" x 14" x 14")</u>		

Ratepayers:		
First Row Niches (hold 2 urns)	\$ 2,357.50	\$ 2,416.40
Second Row Niches (holds 2 urns)	\$ 2,817.50	\$ 2,887.90
Third Row & Above (holds 2 urns)	\$ 3,392.50	\$ 3,477.30
Non-Ratepayers:		
First Row Niches (hold 2 urns)	\$ 2,944.00	\$ 3,017.60
Second Row Niches (holds 2 urns)	\$ 3,490.25	\$ 3,577.50
Third Row & Above (holds 2 urns)	\$ 4,212.45	\$ 4,317.80

Schedule E: Licensing Fees

Description of Fees & Charges	2024 Fee	2025 Fee
Dog Licensing and Kennel Boarding Fees		
<u>Kennel Licence</u>		
Kennel Licence per calendar year - on or before the 1st business day in March	\$ 148.75	\$ 152.50
Kennel Licence per calendar year - after the 1st business day in March	\$ 223.00	\$ 228.60
<u>Dog Licence - New Registrations</u>		
First dog per calendar year	\$ 20.50	\$ 21.00
For each additional dog per calendar year	\$ 28.00	\$ 29.00
<u>Dog Licence - Renewals</u>		
On or before the 1st business day in March:		
First dog per calendar year	\$ 20.50	\$ 21.00
For each additional dog per calendar year	\$ 28.00	\$ 29.00
After the 1st business day in March:		
First dog per calendar year	\$ 30.75	\$ 31.50
For each additional dog per calendar year	\$ 42.00	\$ 43.50
Replacement dog tag	\$ 10.00	\$ 10.50
Dog Reclaim Fee	\$ 124.00	\$ 130.00
Hawkers and Peddlers Licence Fee		
Per Licence per calendar year	\$ 725.90	\$ 744.00
Refreshment Vehicles Licence		
Per Licence per calendar year	\$ 419.40	\$ 429.90
Seasonal Mobile Watersport Equipment Rental Business Licence Fee		
Per Licence per calendar year	\$ 419.40	\$ 429.90
Lottery, Raffle and Bingo Licence Fees		
Charitable, non-profit events and community interest groups:		
Bingo Licence – % of prize package of each bingo	1.50%	2.00%
Maximum per year	\$ 450.00	\$ 450.00
Raffle – % of prize value for each raffle	1.50%	2.00%
Maximum per raffle	\$ 450.00	\$ 450.00

Break-open tickets - % of prize value per box	1.50%	2.00%
Bazaar (per wheel)	\$ 5.00	\$ 5.00
Catch the Ace - % of prize value	3.00%	3.00%
Taxi Licensing, Per each 2-year licensing period or part thereof		
Owner/Driver (including one vehicle & one driver Licence)	\$ 122.00	\$ 125.10
Taxi broker	\$ 77.00	\$ 78.90
For each additional taxicab owned by the same owner/driver	\$ 46.00	\$ 47.20
For each driver who is not an owner	\$ 40.00	\$ 41.00
For the renewal of a driver's Licence (if previously suspended)	\$ 17.00	\$ 17.40
For a replacement of a lost Licence	\$ 17.00	\$ 17.40
Outdoor Patio Leases		
Outdoor Patio Application	\$ 235.40	\$ 241.30
Outdoor Patio Lease	\$ 0.29	\$ 0.30
Outdoor Patio - Jersey Barrier Rental Fee	\$229.64 + \$12.91/barrier	\$235.38 + \$13.23/barrier

An economic increase of 2.5% has been applied to licensing fees. An increase from 1.5% to 2% for the lottery, raffle and bingo license fees has been applied. This is in line with neighbouring municipalities' rates.

Schedule F: Taxi Rates Charged to Customers

No changes to taxi rates are being proposed, as the rates were last updated in July 2022 and are collected by the taxi companies.

Schedule G: Facility Rental Fees

Description of Fees & Charges	2024 Fee	2025 Fee
Municipal Administration Centre:		
<u>Public Hall, Council Chambers</u>		
Full day	\$ 122.49	\$ 125.55
Half-day or evening	\$ 82.28	\$ 84.34
Cancellation Fee (less than 48 hours notice)	\$ 42.05	\$ 43.10
<u>Combined Public Hall and Council Chambers</u>		
Full day	\$ 243.00	\$ 249.08
Half-day or evening	\$ 165.14	\$ 169.27
Cancellation Fee (less than 48 hours notice)	\$ 58.98	\$ 60.45
Airport Facilities:		
Meeting Rooms:		
Full day	\$ 132.40	\$ 135.71
Half-day or evening	\$ 66.20	\$ 67.86
Office Rent	\$ 86.19	\$ 88.34

Hangar	\$ 0.42	\$ 0.43
Maintenance Building	\$ 1,723.59	\$ 1,766.68
Bruce Township Community Centre, Underwood:*		
Auditorium and Kitchen Monday to Friday 9:00am-4:00pm	\$ 30.97	\$ 31.74
Auditorium and Kitchen (4:00pm-close), and Daytime Saturday and Sunday	\$ 39.25	\$ 40.23
Committee Room/Sierra Room/Kitchen		\$ 17.45
Set-Up/Take-Down rate	\$ 20.62	\$ 21.14
Armow Women's Institute Hall:		
Armow Hall Monday to Friday 9:00am-4:00pm	\$ 14.29	\$ 14.65
Armow Hall (4:00pm-close), and Daytime Saturday and Sunday.	\$ 12.08	\$ 12.38
Community Garden Rental	\$ 22.55	\$ 23.10
Kincardine Marina:		
Floating docks rentals: Seasonal Fees- Pleasure Craft		
up to and including 20 feet	\$ 1,269.70	\$ 1,333.19
up to and including 22 feet	\$ 1,397.20	\$ 1,467.06
up to and including 24 feet	\$ 1,523.27	\$ 1,599.43
up to and including 30 feet	\$ 1,905.39	\$ 2,000.66
up to and including 32 feet	\$ 2,032.00	\$ 2,133.60
up to and including 36 feet	\$ 2,285.83	\$ 2,400.12
up to and including 40 feet	\$ 2,541.01	\$ 2,668.06
Fixed docks rentals:		
30 feet	\$ 1,524.06	\$ 1,600.26
40 feet	\$ 2,157.87	\$ 2,265.76
North Wall	\$ 1,800.00	\$ 1,890.00
Hourly Rentals:	\$ 10.00	\$ 11.00
Commercial Fishing Vessels & Other Commercial Vessels	\$ 1,255.02	\$ 1,380.52
Charter Vessels:	\$ 90.00	\$ 99.00
Administration Fees		
Waiting List Fee	\$ 94.69	\$ 104.16
Bye Fee	\$ 126.55	\$ 139.21
Winter Storage:		
Per season	\$ 500.00	\$ 525.00
Launch Ramp - per day	\$ 10.62	\$ 11.68
Launch Ramp - per season	\$ 106.20	\$ 116.82
Kincardine Centre for the Arts:		
Scougall Room		\$ 17.45
Ball User Fees:		
Ball Diamond (Class A, Lit)	\$ 38.50	\$ 39.46
Ball Diamond (Class B, Unlit)	\$ 33.00	\$ 33.83

Kincardine Minor Ball	\$ 4,774.17	\$ 4,893.52
Baseball Tournament Fee - Minor	\$ 133.26	\$ 136.59
Baseball Tournament Fee - Adult	\$ 172.51	\$ 176.82
Additional One Line and Drag (Tournament)	\$ 36.16	\$ 37.06
Soccer User Fees:		
Soccer Pitch (Class A, Lights on after 9pm)	\$ 24.70	\$ 25.32
Soccer Pitch (Class B)	\$ 18.20	\$ 18.66
Kincardine Minor Soccer	\$ 5,578.20	\$ 5,717.66
Soccer Tournament Fee - Adult	\$ 54.75	\$ 56.12
Soccer Tournament Fee - Minor	\$ 42.35	\$ 43.41
Track & Field (Outdoor Track one school)	\$ 157.55	\$ 161.49
Track & Field (Outdoor Track more than one school)		\$ 550.00
Private Track and Field Meet		\$ 550.00
Passive Parks:		
Pavilion (Victoria Park/Dunsmoor)	\$ 51.65	\$ 50.00
Rock Garden Reservation	\$ 51.65	\$ 132.74
Special Events:		
Passive Park Reservation that will be serving alcohol and/or admission fees		\$ 400.00
Picnic Table Rental (per table)		\$ 7.00
Garbage Bins		\$ 2.50
Fencing		\$ 1.50
Flat Rate delivery of equipment		\$ 50.00
Davidson Centre Fees:		
Kincardine Hall:		
Daytime Mon. – Fri.	\$ 54.26	\$ 55.62
Primetime Mon.-Fri. 4p.m. – Closing & Sat. – Sun.	\$ 67.65	\$ 69.34
Special Event Security	\$ 30.99	\$ 35.02
Set-up/Take-Down (night before/morning after)	\$ 20.66	\$ 24.79
Davidson Centre Gymnasium:		
1/3 of gym - per hour	\$ 17.84	\$ 18.29
2/3 of gym - per hour	\$ 35.68	\$ 36.57
Full gym - per hour	\$ 50.75	\$ 52.02
Meeting rooms (Davidson Centre & Tiverton Sports Centre):		
Standard Meeting Room	\$ 17.02	\$ 17.45
Double Meeting Room	\$ 34.04	\$ 34.89
Lobby	\$ 17.02	\$ 17.45
Advertising and Partnership Program		
Sponsor a Public Skate	\$ 130.08	\$ 156.10
Sponsor a Public Swim	\$ 133.54	\$ 186.96

The majority of rental fees have increased by 2.5%, with the exception of the following:

Marina Fees: Marina fees are increasing by 5%, commercial marina rates are increasing by 10%. Fees have been removed for storage of trailers, cradles, boat stands and masts as this was not a common practice.

Municipal event vending fees have been removed as this has transitioned to the Kincardine BIA.

New fees have been added for private track and field meets as well as track events with more than one school of \$550.00 per day.

Fees have been separated for the pavilions and the Rock Garden. The Rock Garden reservation has increased from \$51.65 to \$132.74/day.

New fees are being introduced for Special Events. Fees include a daily rate for events that will be serving alcohol or charging admissions fees, and rental fees for picnic tables, garbage bins, fencing and for the delivery of this equipment.

Schedule H: Recreation Programs

Description of Fees & Charges	2024 Fee	2025 Fee
<u>Pool Programs</u>		
Swim Kids 1-4 & Preschool	\$ 9.40	\$ 9.60
Swim Kids 5-10	\$ 11.35	\$ 11.60
Bronze Star/Basic First Aid/CPR-A	\$ 140.50	\$ 144.00
Children's Private Lesson (one)	\$ 29.85	\$ 32.80
Children's Semi-Private Lesson (one)	\$ 27.40	\$ 30.10
Adult Private Lessons	\$ 30.09	\$ 33.10
Adult Group Lessons	\$ 15.48	\$ 15.87
Bronze Medallion/Emergency First Aid/CPR B	\$ 180.00	\$ 184.50
Bronze Cross	\$ 180.53	\$ 185.04
Bronze Cross Recertification	\$ 62.61	\$ 64.18
Lifesaving Assistant Instructor	\$ 229.20	\$ 234.93
Lifesaving Learn to Swim Instructors	\$ 229.20	\$ 234.93
Lifesaving Instructor	\$ 229.20	\$ 234.93
National Lifeguard Service – Pool Option	\$ 278.76	\$ 285.73
Manual (Bronze Medallion/NLS)	\$ 51.55	\$ 52.84
N.L.S. Recertification	\$ 114.16	\$ 117.01
Power Swim	\$ 115.93	\$ 118.83
CPR	\$ 89.38	\$ 91.61
CPR recertification	\$ 74.34	\$ 76.20
Emergency First Aid	\$ 98.67	\$ 101.14
Standard First Aid & CPR Basic Rescuer – Level C	\$ 136.28	\$ 139.69
Standard First Aid & CPR Recertification	\$ 115.04	\$ 117.92
<u>Pool Charges</u>		
Straight rate rental – up to 25 people (2 guards)	\$ 138.05	\$ 141.50

Extra guard supplied	\$ 30.97	\$ 31.74
School rate – 2 staff supplied	\$ 98.23	\$ 100.69
KDSS Swim Team early morning	\$ 46.90	\$ 60.97
Kipper's Rate	\$ 124.78	\$ 127.90
<u>Pool Admission Rates: (replaced with Drop-In rates for the DC)</u>		
10 Swim Pass:		
Adults (20 - 59 yrs. old)	\$ 37.17	\$ 38.10
Youths/Seniors (15 – 19 yrs. or over 60)	\$ 33.05	\$ 33.88
Child (5 – 14 yrs.)	\$ 30.97	\$ 30.97
Pre-school (0 - 4 yrs.)	Free	Free
Family Rate	\$ 75.22	\$ 77.10
<u>Swim Memberships:</u>		
Adult, bi-weekly		\$ 16.44
Senior/youth, bi-weekly		\$ 11.46
Child, bi-weekly		\$ 11.97
Family, bi-weekly		\$ 21.19
<u>General Recreation Programs</u>		
Pickle Ball	\$ 4.42	\$ 4.44
Pickle Ball 10-Pass		\$ 39.82
Archery	\$ 8.40	\$ 8.61
Adult Volleyball	\$ 108.12	\$ 110.82
Badminton	\$ 86.39	\$ 88.55
<u>Recreation Passes:</u>		
Adult Drop-In fee		\$4.65
Youth/Senior Drop-In fee		\$3.98
Child Drop-In fee		\$3.54
Family Drop-in fee		\$10.18
Adult Instructor Led Activity fee (aquafit, landfit)		\$8.19
Youth/Senior Instructor Led Activity fee (aquafit, landfit)		\$7.52
Adult Instructor Led 10-Pass (aquafit, landfit)		\$79.65
Youth/Senior Instructor Led 10-Pass (aquafit, landfit)		\$70.80
<u>Summer Children's Programs</u>		
<u>Single Participant</u>		
Daily	\$ 45.75	\$ 46.90
Weekly	\$ 44.28	\$ 45.40
Family Rate (regular rate for first two children)	\$ 22.15	\$ 22.70
<u>Senior's Games</u>		
Per Event (to a maximum of \$12.00)	\$ 3.67	\$ 3.76
<u>Davidson Centre Arena and Tiverton Sports Centre Arena</u>		

Arena (September 1, 2024 to March 31, 2025):		
Prime time – 4:00 p.m. – 12:00 a.m. + all day Sat. & Sun, except time listed above:		
Adults	\$ 142.40	\$ 147.10
Youth	\$ 130.08	\$ 134.37
Junior “C” – Game	\$ 160.70	\$ 166.00
Junior “C” – Practice	\$ 142.40	\$ 147.10
Mun. of Kincardine Minor Sports:	\$ 128.65	\$ 132.90
Business Enterprise Rate. Anyone renting the ice for the purposes of making a monetary profit (e.g. hockey school), is charged an additional 7% of the regular rental rate, before taxes, on ice, pool and room rentals. This includes off-season August ice time.		
School Rate	\$ 41.21	\$ 42.57
Same Day Ice Rental	\$ 74.00	\$ 75.85
Arena (September 1, 2025 to March 31, 2026):		
Prime time – 4:00 p.m. – 12:00 a.m. + all day Sat. & Sun, except time listed above:		
Adults	\$ 147.10	\$ 150.78
Youth	\$ 134.37	\$ 137.73
Junior “C” – Game	\$ 166.00	\$ 170.15
Junior “C” – Practice	\$ 147.10	\$ 150.78
Mun. of Kincardine Minor Sports:	\$ 132.90	\$ 136.22
School Rate	\$ 42.57	\$ 53.21
Ticket Ice	\$ 20.11	\$ 20.61
Same Day Ice Rental	\$ 75.85	\$ 77.75
August Only Prime and Non-Prime		\$ 162.48
<u>Public Skating:</u>		
Adults	\$ 3.98	\$ 4.65
Students & Seniors	\$ 3.54	\$ 3.98
Children	\$ 3.10	\$ 3.54
Pre-school	Free	Free
Family Rate	\$ 10.62	\$ 10.17
Huff & Puff Hockey	\$ 5.53	\$ 5.75
Summer Activity Rate	\$ 45.83	\$ 46.98
Arena Surface - Set Up Rate	\$ 20.66	\$ 21.18
Arena Surface - Event Rate	\$ 98.14	\$ 100.59
<u>Fitness Memberships (Health Club, Pool, Fitness Classes, drop-in activities)</u>		
Adult Fitness Membership - bi-weekly		\$ 21.58
Youth/Senior Fitness Membership - bi-weekly		\$ 17.42
Team Training (dryland fitness, up to 12 participants)	\$ 10.00	\$ 10.25

The majority of recreation program fees are increasing by ~ 2.5%. Other changes include:

- Consolidating rates for drop-in programs including pool, swim, skate and shinny to allow users access to programs for the same rate. This will improve the ease of access for patrons and be more efficient for staff to administer.
- Removing personal training as we did not actually provide this service
- Wording update to birthday party program – these are available through the general rentals for pool, gym, etc.
- Updating the swim and fitness memberships to bi-weekly memberships. Fitness memberships still include the health club, classes and the pool. Also includes an orientation of the facilities.

Schedule I: Service Charges

Description of Fees & Charges	2024 Fee	2025 Fee
EV Charging Station		\$ 1.00
Mechanic labour rate	\$ 54.68	\$ 56.05
Road and sidewalk cut permit – each permit includes processing fee	\$ 118.00	\$ 120.95
Road and sidewalk occupancy permit – each permit includes processing fee	\$ 118.00	\$ 120.95
Refundable deposit on each sidewalk permit	\$ 734.15	\$ 752.50
Refundable deposit on each road cut permit deposit to be refunded upon approval of the Manager of Operations	\$ 1,409.88	\$ 1,445.13
Follow-up locates of municipal services (water/sewer/storm/streetlighting)	\$ 75.00	\$ 76.88
Processing Charge	\$ 38.08	\$ 39.03
<u>Equipment Rental Rates (Operator cost additional unless noted):</u>		
Sterling Vactor (Includes Operator)	\$ 342.72	\$ 351.29
1/2 Ton Pick Up	\$ 30.26	\$ 31.02
One Ton Pick Up	\$ 31.25	\$ 32.03
<u>Airport Services:</u>		
Landing Fee – commercial aircraft 3,000 kg & over	\$ 159.60	\$ 163.59
Tie Down Fee (overnight)	\$ 16.56	\$ 16.97
(1 week)	\$ 44.13	\$ 45.23
(1 month)	\$ 88.27	\$ 90.48
Tie Down Fee (overnight) with electricity	\$ 22.06	\$ 22.61
(1 week) with electricity	\$ 55.17	\$ 56.55
(1 month) with electricity	\$ 110.33	\$ 113.09
Pavement Tie Down Fee (overnight)	\$ 16.56	\$ 16.97
(1 week)	\$ 55.17	\$ 56.55
(1 month)	\$ 110.33	\$ 113.09

Pavement Tie Down Fee (overnight) with electricity	\$ 22.06	\$ 22.61
(1 week) with electricity	\$ 66.20	\$ 67.86
(1 month) with electricity	\$ 132.40	\$ 135.71
Call out fee (per hour from time of call)	\$ 110.33	\$ 113.09
Call out fee (additional hours after first)	\$ 55.17	\$ 56.55

New fee has been added for the EV Charging Station of \$1.00/hour.

Schedule J: Landfill Site Fees

Description of Fees & Charges	2024 Fee	2025 Fee
Domestic Sorted Waste	\$ 120.00	\$ 126.00
Shingles	\$ 120.00	\$ 126.00
Drywall	\$ 120.00	\$ 126.00
Unsorted Waste	\$ 250.00	\$ 375.00
Stumps	\$ 200.00	\$ 205.00
Concrete Rubble/bricks/asphalt* (min. \$25.00)	\$ 120.00	\$ 123.00
Contaminated Fill*	\$ 150.00	\$ 255.00
Mattress/Box Spring	\$ 28.00	\$ 30.00
Gate opening outside of regular hours – fee in addition to the applicable fee for items being landfilled	\$ 85.00	\$ 87.10

Changes to the landfill site fees include:

- Bag tag fees have not increased and remain at \$3.50/tag
- No changes to brush and appliance fees.
- Mattress fee increase from \$28.00 to \$30.00 (7%) to cover the actual costs of removal.
- Removing the clean fill and cover material rates as these are not required for our landfill at this time.

Schedule K: Development Charges

Development and Capital Charges	2024 Fee	2025 Fee
<u>For any subdivision agreements entered into prior to July 13, 2011, capital charges are as follows:</u>		
<u>Sanitary Sewer Capital Charges</u>		
Capital contribution for capacity		
Per each equivalent residential unit (ERU)	\$ 2,306.74	\$ 2,364.41
<u>Water Capital Charges</u>		
Capital contribution for capacity		
Per each equivalent residential unit (ERU)	\$ 2,577.28	\$ 2,641.71

The Development Charges (DC) schedule is in accordance with the Development Charges By-Law No. 2021-114. The DC Act requires the indexing of the Development Charges to use the most recent Non-Residential Building Construction Price Index. The annual indexing will

be updated prior to the beginning of 2025 based on the Statistics Canada Quarterly Construction Price Statistics.

Schedule L: Sanitary Sewer Operating Charges

Description of Fees & Charges	2024 Fee	2025 Fee
Residential – per unit, per year	\$ 531.06	\$ 577.79
Apartments of 3 units or more - per unit, per year	\$ 424.22	\$ 461.55
Commercial, Industrial, Nursing homes, Non-self contained units in shared accommodations, schools, churches – per unit, per year	the greater of 80% of the water charged for current year or \$531.06	the greater of 80% of the water charged for current year or \$577.79
Industrial sewage in excess of 30.4 m3/month	\$ 1.13	\$ 1.23
Bruce Energy Centre Industrial customers:		
Fixed rate per month	\$ 44.26	\$ 48.15
Plus:		
0 - 3000 m3	\$ 1.13	\$ 1.23
3001 - 10,500 m3	\$ 1.66	\$ 1.81
> 10,500 m3	\$ 2.19	\$ 2.38
Sewer Sampling, per year	\$ 3,721.99	\$ 4,049.53
Septage Fees*		
Residents:		
Septic Tank/Holding Tank/Portable Toilet	\$ 49.19	\$ 50.42
Lab Sampling Costs if required		\$ 120.00
Non-Residents:		
Septic Tank/Holding Tank/Portable Toilet	\$ 98.38	\$ 100.84
Lab Sampling Costs if required		\$ 120.00
Sewer Camera-Private Property Blockages* Regular Hours	\$ 123.39	\$ 134.25
Sewer Camera-Private Property Blockages* After Hours		\$ 221.52

Sewer and water rates have increased as recommended in the 2022 Asset Management Plan Financial Strategy. Increased revenue is required to fully fund the lifecycle costs of the underlying infrastructure. Therefore, the sewer rates have increased by 8.8%. Recommending consolidating rates for holding tanks, portable toilets and septic tanks to the same rate as it is not possible to determine the source of this waste. Adding in a fee for lab sampling costs if required. Adding a fee for sewer camera charges after hours, if required.

Schedule M: Water Operating Charges

Description of Fees & Charges	2024 Fee	2025 Fee
Metered properties – Fixed rate per month:		

Size of pipe		
19 mm.	\$ 40.77	\$ 43.58
25 mm.	\$ 78.38	\$ 83.79
38 mm.	\$ 156.77	\$ 167.59
50 mm.	\$ 250.86	\$ 268.17
75 mm.	\$ 470.32	\$ 502.77
100 mm.	\$ 783.88	\$ 837.97
150 mm.	\$ 1,567.74	\$ 1,675.91
200 mm.	\$ 2,617.98	\$ 2,798.62
250 mm.	\$ 3,884.75	\$ 4,152.80
300 mm.	\$ 5,376.00	\$ 5,746.94
Plus		
Metered Rate	\$ 1.18	\$ 1.26
Huron Twp. fire hydrant maint./rental	\$ 199.85	\$ 213.64
Bruce Energy Centre Non-Potable Water Supply		
Fixed rate per month	\$ 665.77	\$ 711.71
Plus		
Metered rate	\$ 0.49	\$ 0.52
All Supply Systems*		
Contribution to meter	\$ 174.38	\$ 186.41
After Hours Water/Wastewater On/Off - at discretion of water purveyor	\$ 181.41	\$ 193.93
Testing for water meter accuracy (at customer's request)	\$ 55.51	\$ 59.34
Unauthorized operation of water valve	\$ 177.86	\$ 190.13
Rates for meters on fire hydrants:		
Flat minimum	\$ 231.96	\$ 247.97
Plus Metered Rate for applicable water system		
Bulk Water Station*		
Account Set Up Fee	\$ 66.58	\$ 71.17
Metered Rate	\$ 3.63	\$ 3.88

Sewer and water rates have increased as recommended in the 2022 Asset Management Plan Financial Strategy. Increased revenue is required to fully fund the lifecycle costs of the underlying infrastructure. Therefore, the water rates have increased by 6.9%.

Schedule N: Fire Department Fees

Description of Fees & Charges	2024 Fee	2025 Fee
Fire Inspection (Home Inspection)	No charge	
Fire Inspection (request other than home inspection)	\$ 283.10	\$ 290.18
Letters to Lawyer/Insurance Companies and Real Estate including file search	\$ 92.97	\$ 95.29

Copy of fire report from a non-government agency	\$ 88.46	\$ 90.67
Propane Risk & Safety Management Plan Review	\$ 61.93	\$ 63.48
Kincardine or Tiverton Station Meeting Room- Full day	\$ 82.29	\$ 84.35
- Half-day	\$ 11.83	\$ 12.13
Open Burning Permit	\$ 20.66	\$ 20.00
Recreational Burn Permit	\$ 20.66	\$ 20.00
Special Fire Burn Permit (house or barn burning) - Site visit required	\$ 51.65	\$ 52.00
Smoke Alarm	\$ 55.60	\$ 56.99
Carbon Monoxide Alarm	\$ 77.83	\$ 79.78
Request fire extinguisher training (Industrial/Commercial Occupancies) - minimum \$100.00 charge	\$ 14.58	\$ 14.94

Burn permit fees have been reduced to \$20.00. With the addition of a new Fire Chief, a more thorough review of the fire department fees will be conducted in the coming year.

Schedule O: By-law Enforcement Fees

Description of Fees & Charges	2024 Fee	2025 Fee
By-law inspection fee where owner fails to comply with order, per inspection	\$ 124.00	\$ 127.10
Property Standards Order appeal fee	\$ 220.00	\$ 225.50
Administration Fee - when the Municipality undertakes hiring services to complete the work of any Order - first occurrence	10% of Actual Costs	10% of Actual Costs
Administration Fee - when the Municipality undertakes hiring services to complete the work of any Order - second occurrence		20% of Actual Costs
Administration Fee - when the Municipality undertakes hiring services to complete the work of any Order - subsequent occurrence		30% of Actual Costs
Certificate of Compliance	\$ 103.00	\$ 106.00
Administration Fee - request for registration or discharge	\$ 103.00	\$ 106.00

A progressive administration fee has been added for the Municipality to undertake hiring services to complete the work of any Order.

Consultation Overview:

Staff have reviewed fees in advance of the 2025 budget. Reviews of neighbouring municipalities' rates have been completed to assist in determining comparable rates, as well as reviews of relevant studies including the Asset Management Plan and Development Charges By-law.

Origin:

Municipal Act, 2001

Implementation Considerations:

Rates are approved in advance of developing the 2025 budget in order to develop estimates and update the relevant billing systems, as well as to allow sufficient time for external communications.

Risk Analysis:

User fees assist with cost recovery for operations within the municipality. The municipality is proactive in reviewing rates annually and adjusting for inflation, changing legislation and market conditions where possible.

The risks of not adopting the 2025 Consolidated Rates & Fees schedule in advance of the 2025 calendar year include:

- Increased uncertainty in developing the 2025 budget estimates
- Delay in updating the relevant billing systems (e.g. Keystone, Cloudpermit, Active Net)
- Increased uncertainty to ratepayers and user groups

Attachments: Consolidated Rates & Fees Schedule

Prepared by: Shelby Clancy, Manager of Financial Services

Submitted by: Shelby Clancy, Manager of Financial Services