



Subject: 2023 Rates and Fees Bylaw Update

Report Number: RCP 23-31

Department: Recreation, Culture and Parks Department

Submitted by: Julie Columbus, Director

Meeting Type: Council Meeting

Meeting Date: Monday, July 17, 2023

RECOMMENDATION

- A. THAT report titled RCP 23-31 2023 Rates and Fees Bylaw Update be received as information; and
- B. THAT the proposed adjustments to the 2023 Rates and Fees Bylaw reflecting the addition of pickleball programming and soccer field rentals, and amendment to cemetery internment and markers be approved as presented; and
- C. THAT a By-law to amend Schedule A of By-Law 2022-087 being the Fees and Charges By-law be presented to Council for consideration.

BACKGROUND

The Rates and Fees Bylaw is updated annually as part of the budget process. Council passed the 2023 Fees & Charges By-Law 2022-087 at the December 12, 2022 meeting.

11.4.2 FIN 22-30 - 2023 Updated Rates and Fees - Follow Up

Resolution # 2022-438

Moved By: Councillor Spencer

Seconded By: Councillor Parsons

THAT Council receives report FIN 22-30 2023 Rates and Fees;

AND THAT a By-Law to provide a schedule of fees for certain municipal applications, services, and permits be brought forward for Council consideration.

Carried

DISCUSSION

New Additions

The RCP Department would like to make three new additions to the 2023 Bylaw to include rates that will support registration for new programming and facility rentals. This will allow the department to generate revenue and assist with the delivery of recreation services and sport field maintenance in the Town of Tillsonburg.

RCP proposed additions are as follows:

Pickleball Program	\$44.00 + HST	11 week session
Pickleball Program	\$6.00 + HST	Drop-In Fee per visit
Soccer Field Rental Gyulveszi Park	\$5.00 (Adult rentals + HST)	Hourly rental

The neighbouring municipalities were contacted to investigate what their soccer field rates are at to do a comparison. Below is the information that was gathered:

Ingersoll - \$39.00 per player registered

Woodstock - \$5.12 (rate for a C field)

Norfolk - \$4.88 (rate for a C field)

Cambridge - \$15.05 (Monday -Thursday) and \$3.30 (Friday - Sunday)

Amendments

Amendments to the approved Rates & Fees Schedule A includes increases pertaining to the cemetery care and maintenance (C & M) minimum required contribution amounts (Table 1).

These minimum values as prescribed by the Bereavement Authority of Ontario (the Province) are contributed to the Cemetery Maintenance Trust regardless of the actual value of the fees collected. These funds are held in trust per the *Funeral, Burial and*

Cremation Services Act, 2002, Section 51 and Ontario Regulation 30/11, Division G for purposes as permitted by the Act or the regulations.

Table 1: Proposed amendments

Item	Current		Proposed		Change
	Town Fee	C&M Fee	Town Fee	Min. C&M fee as set by the Province	
Infant Grave 3x3	\$225	\$150	\$225	\$175	\$25 (7%)
Flat Markers	\$0	\$50	\$0	\$100	\$50 (100%)
Upright Markers	\$0	\$100	\$0	\$200	\$100 (100%)
Upright Markers <48"	\$0	\$200	\$0	\$400	\$200 (100%)

CONSULTATION

Staff who consulted on this report include the Manager of Recreation Services, Manager of Parks and Facilities, Programs and Facilities Registrar, the RCP Director, and Director of Finance.

FINANCIAL IMPACT/FUNDING SOURCE

The new fees will assist RCP to generate revenue for the Recreation and Parks budgets and help offset the expenses incurred by RCP. The expenses noted for soccer fields at Gyulveszi Park include turf maintenance, fertilizer, portable toilet rental and garbage pick-up.

Amending the cemetery fees ensures the Town resumes collecting the correct minimum care and maintenance values as set by the Province. As the values are due to the Trust irrespective of the actual fees collected, it is financially prudent to meet these minimum thresholds or risk continuing to subsidize these expenses against the 2023 cemetery operating revenue.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth

- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – Within the community, Tillsonburg will strive to offer residents the amenities, services and attractions they require to enjoy balanced lifestyles.

Strategic Direction – Increase opportunities to enjoy culture, events and leisure activities in Tillsonburg; Maintain and enhance programs and facilities to support an active, engaged senior population; Maintain and enhance programs and facilities to support an active, engaged youth population.

Priority Project – N/A

ATTACHMENTS

Appendix A – Revised Schedule “A” By-Law 2022-087