

THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE

BY-LAW NO. 05/2017

Being a By-law to amend By-law 58/2010, as amended to prescribe fees for services provided by the Municipality of Port Hope.

WHEREAS the Port Hope Municipal Council deems it advisable to amend the Fees and Charges By-law to amend Cemetery fees and the Parks, Recreation and Culture fees;

AND WHEREAS Council has considered a Staff report dated November 28, 2016 regarding various changes to the Fees and Charges By-law 58/2010, as amended with respect to Schedule ~~%b+~~. Parks, Recreation and Culture fees;

NOW THEREFORE the Council of the Corporation of the Municipality of Port Hope hereby enacts as follows:

1. THAT ~~%Schedule %b+~~ is hereby deleted in its entirety and replaced with a new ~~%Schedule %b+~~ attached hereto.
2. This By-law shall come into force and effect on the day that it is passed.

READ a FIRST, SECOND and THIRD time and finally passed in Open Council this 7th day of February, 2017.

R.J. Sanderson, Mayor

B. Gilmer, Municipal Clerk

DEFINITIONS FOR RENTAL GROUP STRUCTURE

The following definitions pertain to booking structure in order to guide staff in determining the rental rate to be applied. Definitions do not indicate permissions for all rentals, as some requirements may be outlined in additional by-laws (examples: Parks By-law, Waiving or Reduction of Fees policy)

Youth/Senior – (less 35% of Base) Applies to organizations or individuals that are non-revenue generating or raise funds for community projects or raise funds for their organization's operations or are incorporated as not for profit. These organizations will provide services for children, youth, or seniors. Examples include, but are not limited to NORAC Swim School/Competitive Youth, and Swim for Independence, School Groups, and Port Hope Minor Sports orgs.

Adult/Service – (less 15% of Base) Applies to organizations or individuals that are non-revenue generating or raise funds for community projects or raise funds for their organization's operations or are incorporated as not for profit. These organizations will provide services primarily for adults, or be considered a community service organization. Examples include, but are not limited to NORAC Fitness/Masters, Kinsmen Club, Adult Sports Leagues and Churches.

Private Resident –(BASE RATE) Applies to individuals/groups that reside in the Municipality of Port Hope and are renting the space for private use, with minimal set up. Examples include, but are not limited to Sport Tournaments, Pick Up Games, Private Parties.

Commercial/Corporate – (plus 25% of Base) Applies to any other organization or business whose main objective is to create profit or market their product for benefit or gain. Examples include but are not limited to company parties, trade shows and conferences.

Non-resident – rentals are those groups or individuals that are not based within the boundaries of the Municipality of Port Hope, nor have any significant participation from the Municipality. These groups/individuals will be charged an additional 25% surcharge on the applicable rate at the discretion of the Management Team. Examples include non- sporting events, for profit events, travelling events, etc

BOOKING NOTES

Bookings will be charged in half hour or one hour increments.

Port Hope Minor Sport Organizations are eligible for free room rental for registration.

All events taking place in parks within the Heritage Business District area will not be subject to a park booking fee, but must pay all applicable park support fees as per the Municipal Waiving or Reduction of Fees policy.

Jack Burger Sports Complex - Arena

Prime Time Ice:	Monday to Friday . 4pm . 11pm Saturday and Sunday . 8am . 11pm
Non-Prime Time Ice:	Monday to Friday . 7am. 4pm Saturday and Sunday . 6am. 8am and 11pm. 12am

For Ice Rental Rates Minor Sports Groups outside of Port Hope could be eligible

for the Minor Sports rate at the discretion of the Management Team and based on draw of participants in activity, consolidated sport clubs (i.e. West Northumberland Wild) and/or regional tournament overflows. Northumberland Minor Hockey and Port Hope Figure Skating Club are exempt from paying rental on arena warm room due to contributions in building the space for their use.

Jack Burger Sports Complex POOL

The Municipality of Port Hope, Department of Parks, Recreation and Culture can and will maximize Jack Burger Sports Complex pool usage at all times. Should there be multiple user groups using the facility at one time the following considerations will be made:

1. Lane Usage Fees will be determined by the applicable hourly rate divided by the number of lanes being used.
2. Lifeguard costs will be allocated based on the Ontario Health Regulations and at the discretion of the Department of Parks, Recreation and Culture.

Town Park Recreation Centre

Partners who contribute to the Town Park Redevelopment fundraising receive a 50% room rental discount at the TPRC. These groups include:

- Port Hope Racquet Club
- Port Hope Soccer Association
- Port Hope & District Agricultural Society
- BAA (Port Hope Minor Hockey Association)
- Port Hope Kinsmen

The Municipality of Port Hope, Department of Parks, Recreation and Culture can and will ensure that the Town Park Recreation Centre maximizes its availability to meet the needs of renters. Should arrangements need to be made the following considerations will be taken:

1. The maximum number of hours charged for in a 24 hour period will be 12.
2. Town Park Recreation Centre rentals that are consecutive multi-day functions will be charged a maximum of 8hrs/day of the rental fees.

STAFF SUPPORT FEES

Additional Set-up/Take Down

Costs associated with additional setup/take down requirements, including staff fees or staff coverage outside of regular operation hours, for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour per staff person.

Costs associated with additional setup/take down requirements for any rental on a public statutory holiday will be determined in the user contract agreement, at a rate \$60.00/hour.

ADMISSIONS

Admission Notes:

All Drop in Multi-Passes are to be calculated at the rates of:

- 5 pass at cost of 4
- 10 pass at cost of 8
- 20 pass at cost of 15

Applicable programs for passes are at the discretion of the Community Development Program Manager. Passes will be sold to individuals one per person at a time.

PLAY PASS is valid for youth aged 8-18 at the Town Park Recreation Centre for youth drop in programs and identified special events.

Admission Age breakdown: Child 2-13yrs; Youth 14-17yrs; Adult 18-54yrs; Senior 55yrs+.

Child, Youth and Senior Rates are discounted at a rate of 35%. All admissions will be rounded to the nearest quarter.

JACK BURGER SPORTS COMPLEX – ARENA				
Drop in Swim Fees (plus applicable taxes)	2017	2018	2019	2020
PUBLIC SKATING				
Child, youth & senior	2.50	2.63	2.76	2.90
Adult	3.42	3.60	3.78	3.97
Family	7.29	7.65	8.03	8.43
PARENT AND TOT SKATING				
Adult	Free	Free	Free	Free
Child	2.50	2.63	2.76	2.90
SHINNY				
Child, youth & senior	2.50	2.63	2.76	2.90
Adult	4.55	4.78	5.02	5.27
Skate sharpening (per pair- as available)	5.02	5.27	5.53	5.81
JACK BURGER SPORTS COMPLEX - POOL				
Drop in Swim Fees (plus applicable taxes)	2017	2018	2019	2020
Child/youth	3.36	3.53	3.71	3.90
Senior	3.36	3.53	3.71	3.90
Adult	5.15	5.41	5.68	5.96
Family	10.74	11.28	11.84	12.43
Adult aqua fit	8.13	8.53	8.96	9.41
Senior aqua fit	5.28	5.54	5.82	6.11
Promo Swim	2.01	2.11	2.22	2.33
Aqua Specialty (ie AquaZumba)	8.85	9.29	9.75	10.24
TOWN PARK RECREATION CENTRE				
Drop- in Fees (plus applicable taxes)	2017	2018	2019	2020
Child/Youth & Senior (exempt)	1.00	1.00	1.00	1.00
Adult drop in	2.93	3.07	3.23	3.39
Adult drop in specialty (ie Tennis)	3.90	4.10	4.30	4.50
Youth Special Events	4.42	4.42	4.42	4.42
Youth Play Pass	20.00	20.00	22.00	22.00

RENTALS

Facility Rentals (plus applicable taxes)				
JACK BURGER SPORTS COMPLEX	2017	2018	2019	2020
Rooms per hour - arena warm room/ Mezzanine/pool viewing	16.13	16.93	17.78	18.67
Half Community Room				
Youth/ Senior	10.33	10.85	11.38	11.95
Adult/ Services	13.51	14.18	14.89	15.63
Private/ Resident	15.89	16.68	17.51	18.39
Corporate/Commercial	19.85	20.84	21.88	22.97

Full Community Room				
Youth/ Senior	16.95	17.79	18.68	19.62
Adult/ Services	22.15	23.25	24.42	25.64
Private/ Resident	26.07	27.37	28.74	30.17
Corporate/ Commercial	32.59	34.21	35.93	37.72
Arena Floor				
Arena Floor sport booking/hr	54.69	56.33	58.02	59.76
Arena Floor special event half day (- 6 hours)	455.75	469.42	483.50	498.01
Arena Floor special event full day (+ 6 hours)	797.57	821.49	846.14	871.52
Lobby space (per day for profit)	25.75	27.03	28.38	29.80
Arena Ice Rentals				
Resident non-prime time	133.99	138.00	142.15	146.41
Resident prime time	169.54	174.62	179.86	185.26
Non-prime time minor sport	98.45	101.40	104.44	107.57
Prime time minor sport	123.96	127.67	131.50	135.45
Sponsor non-profit public skating per hr	123.96	127.67	131.50	135.45
Arena Birthday Party Pkg. (includes 1 hour of ice and 2 hours in community room) tax exempt.	154.00	161.70	169.80	178.25
Pool Rental Fees				
Youth/ Senior	62.03	65.13	68.38	71.80
Adult/ Service	81.11	85.16	89.42	93.89
Private Resident	95.42	100.19	105.20	110.46
Commercial/Corporate	119.29	125.25	131.51	138.09
Sponsor non-profit public swimming per hr (includes 3 guards)	127.04	133.39	140.06	147.06
Guard fee (per guard per hr)	21.67	22.75	23.89	25.08
Children's Birthday Party Pool Pkg. (1hr pool, followed by 2hr room includes 1grd for up to 25 people) tax exempt	134.69	141.42	148.50	155.92
RUTH CLARKE ACTIVITY CENTRE and CANTON MUNICIPAL OFFICE				
(rates per hour plus applicable taxes)	2017	2018	2019	2020
Youth/Senior Rental up to 2.5 hrs partnership renter	18.74	19.67	20.66	21.69
Adult/Service Rental up to 2.5 hrs partnership renter	24.51	25.73	27.02	28.37
Private/Resident Rental <u>per Hour</u> Community Room (includes use of kitchen)	24.77	26.00	27.30	28.67
Private/Resident Rental <u>per Hour</u> Lower Room/Council Chambers	19.37	20.33	21.35	22.42
Private/Resident Rental <u>per Hour</u> Lower Lounge/Committee Room	15.09	15.84	16.63	17.47
Corporate/Commercial Rental <u>per hour</u>	27.56	28.94	30.38	31.90
Youth/Senior Rental over 2.5hrs (per day) partnership renter	30.05	31.55	33.13	34.78
Adult/Service Rental over 2.5hrs (per day) partnership renter	39.30	41.26	43.33	45.49
Kitchen Use (per day)	25.00	25.00	25.00	25.00
TOWN PARK RECREATION CENTRE				
(rates per hour plus applicable taxes)	2017	2018	2019	2020
PROGRAM ROOM A				
Youth/ Senior	13.26	13.92	14.62	15.35
Adult/ Services	17.35	18.22	19.12	20.08
Private/ Resident	20.39	21.40	22.48	23.60
Corporate/ Commercial	25.51	26.78	28.12	29.53
PROGRAM ROOM B, YOUTH CENTRE, LOUNG				
Youth/ Senior	10.33	10.84	11.38	11.95

Adult/ Services	13.51	14.18	14.89	15.63
Private/ Resident	15.89	16.68	17.51	18.39
Corporate/Commercial	19.85	20.84	21.88	22.97
PROGRAM ROOM A and B				
Youth/ Senior	16.95	17.79	18.68	19.62
Adult/ Services	22.15	23.25	24.42	25.64
Private/ Resident	26.07	27.37	28.74	30.17
Corporate/ Commercial	32.59	34.21	35.93	37.72
1/2 Cameco Gymnasium				
Youth/ Senior	22.15	23.25	24.42	25.64
Adult/ Services	28.97	30.40	31.94	33.53
Private/ Resident	34.07	35.77	37.56	39.44
Corporate/ Commercial	42.59	44.71	46.95	49.30
Cameco Gymnasium				
Youth/ Senior	29.92	31.41	32.98	34.63
Adult/ Services	39.13	41.08	43.14	45.29
Private/ Resident	46.05	48.35	50.77	53.30
Corporate/ Commercial	57.57	60.44	63.47	66.64
Kitchen				
Kitchen per day rate	50.00	50.00	50.00	50.00
Fall Fair Centre				
Youth/ Senior	22.15	23.25	24.42	25.64
Adult/ Services	28.97	30.41	31.94	33.54
Private/ Resident	34.07	35.77	37.56	39.44
Corporate/Commercial	42.60	44.73	46.96	49.31

ALL FACILITIES ADDITIONAL FEES	2017	2018	2019	2020
PA System (with 1 mic) per event		50.00		
Additional microphones/ item/event		10.00		
Power point projector/event		20.00		
Cups and saucers/event		30.00		
Dinner plates/flatware/event		50.00		
Licensed event (per hour during licensed time)		10.00		
Water Walk Way (JBSC Pool Only)		25.00		

AQUATICS / PROGRAMS

Youth rates are tax exempt, cost is per class rate unless identified by course	2017	2018	2019	2020
Refund / Administration Fee	14.50	15.120	15.95	16.75
SWIM LESSONS - CHILDREN/YOUTH				
30 Minute Swim Lesson	7.17	7.52	7.90	8.30
45 Minute Swim Lesson	7.74	8.12	8.53	8.96
60 Minute Swim Lesson	8.68	9.11	9.57	10.04
Private Swim Lesson	22.57	23.70	24.88	26.13
Semi- Private Swim Lesson- per child	15.63	16.41	17.23	18.09
ADULT LESSONS				
Swim Lessons (adult and senior) Seniors discount does not apply	7.74	8.12	8.53	8.96
AQUATICS SPECIALTY				
Synchronized Swimming per class (youth HST exempt, adult HST Applicable)	9.94	10.44	10.95	11.50
AQUATICS LEADERSHIP (plus taxes where applicable)	2017	2018	2019	2020
Canadian Swim Patrol/course	70.60	74.15	77.85	81.70

Bronze Star/course	83.35	87.50	91.90	96.50				
Bronze Medallion/course (includes course material)	204.05	214.25	224.95	236.20				
Bronze Cross/course	158.59	166.50	174.85	183.60				
National Lifeguard/course	285.65	299.95	314.90	330.65				
Water Safety Instructor/course	150.00	157.50	165.35	173.65				
Recertification/course	60.00	63.00	66.15	68.15				
AQUAFIT/EASY/FITNESS REGISTRATION (taxes applicable)	2017		2018		2019		2020	
Aquafit/Aquaeasy (A=adult, SR=senior) per class	A	SR	A	SR	A	SR	A	SR
(1 class/wk) Base rate	7.39	4.80	7.75	5.04	8.13	5.29	8.54	5.55
(2 classes/wk) 15% off base rate	6.28	4.08	6.60	4.28	6.93	4.49	7.27	4.72
(3 classes/wk) 25% off base rate	5.54	3.60	5.81	3.78	6.10	3.96	6.40	4.16
(4 classes/wk) 35% off base rate	4.80	3.12	5.04	3.27	5.29	3.43	5.55	3.61
(5 classes/wk) 40% off base rate	4.43	2.88	4.65	3.02	4.88	3.17	5.12	3.33
Monthly AquaFit Pass**								
DROP IN RATE FOR ANY AQUAFIT/EASY CLASS	8.13	5.28	8.53	5.54	8.96	5.85	9.41	6.11
FITNESS CLASSES								
Fitness Classes	7.39	4.80	7.75	5.04	8.13	5.29	8.54	5.55
Monthly Fitness Pass**								
DROP IN RATE FOR ANY FITNESS CLASS	8.13	5.28	8.53	5.54	8.96	5.85	9.41	6.11
Notes:								
Seniors rates are 35% off the adult rate								
Drop in Rate are calculated at a +10% rate on top of the base rate								
**Monthly pass calculated at 3 classes/week (using the dropin rate) for 1 month (4 weeks). Valid from the 1 st of each month to the end of the month only, prorating is not available, monthly passes are only available to use for qualified classes identified on a sessional basis								
All admission and drop in fees are rounded to the nearest quarter								
	2017	2018	2019	2020				
Programs CHILDREN AND YOUTH								
Children and Youth (per class)	6.03	6.33	6.65	6.98				
Youth Specialty (examples are Babysitting Course, sessional L.I.T) Per class rate	6.03	6.33	6.65	6.98				
Birthday Parties (Package)	103.00	108.15	113.55	119.25				
Workshops	5.00	5.25	5.50	5.75				
Programs ADULTS								
Adult (per class)	8.15	8.55	8.95	9.45				
	2017	2018	2019	2020				
Day Camp (tax exempt)								
Day Camp Daily	31.85	33.45	35.10	36.85				
Day Camp Weekly	121.00	127.00	133.40	140.00				
Day Camp Specialty	145.25	149.35	156.85	164.65				
Day Camp Leadership 2 week program	217.65	228.55	239.95	251.95				
Day Camp Adv Leadership 1 week program	120.97	127.00	133.35	140.00				
Day Camp Extended weekly (per week/family)	17.35	18.20	19.10	20.10				

Program Notes:

Multiple child discounts for Municipality of Port Hope Day Camp, Swim Lessons and Programs will be 5% for the first child and 10% for the second and any additional child(ren). This discount is not applicable to Leadership Programs

Senior Discount for Aquafit/Aquaeasy and Fitness classes is calculated at a 35% of the adult rate.

Senior Discount does not apply to swim Lessons.

Per class program fees will be calculated according to the session length (due to special

events and holidays, all sessions may not be the same length).

PARKS/MARINA

Parks (plus applicable taxes)	2017	2018	2019	2020
Seasonal User Fees (adults 18 years +/-team)	133.90	140.60	147.60	155.00
Seasonal User Fees (minor sports = per child)	9.00	9.45	9.90	10.40
Lining (adults only/field)	15.75	16.55	17.35	18.25
Lights ** (per night)	40.00	42.00	44.00	46.30
Grooming fees (adults only/field)	8.40	8.80	9.25	9.75
Picnic (per hour)	15.75	16.50	17.35	18.25
Picnic Table Rentals	7.35	7.70	8.10	8.50
Tournaments/special event (adult& minor) Per day/sports field includes one lining	131.25	137.80	144.70	151.95
Delivery Fee (per location)	20.00	22.00	24.00	26.00
Canteen building rental (per day)	75.00	75.00	75.00	75.00
Hydro (camping per trailer)	5.00	5.25	5.50	5.75
STORAGE				
Storage is per linear foot for the season	19.00/ft	19.95	20.95	22.00
ADDITIONAL PARK FEES				
Costs associated with additional setup/take down requirements, including staff fees or staff coverage outside of regular operation hours, for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour per staff person.				
Costs associated with additional setup/take down requirements for any rental on a public statutory holiday will be determined in the user contract agreement, at a rate \$60.00/hour.				
Marina (plus applicable taxes)	2017	2018	2019	2020
SEASONAL SERVICES				
Seasonal Boat Launch	68.25	71.65	75.25	79.00
Seasonal (no hydro) dock per foot	42.32	44.44	46.66	49.00
Season (no hydro) dock per foot - Charter	46.57	48.90	51.34	53.90
TRANSIENT SERVICES				
Daily Boat Launch	7.60	8.00	8.40	8.80
Overnight Dock without hydro	1.40/ft	1.45	1.50	1.60
Overnight Dock with hydro	1.90/ft	2.00	2.10	2.20
Overnight RV and Trailer Parking (per night)	\$25.00	\$25.00	\$25.00	\$25.00

Park Notes:

Light fees will be charged per night (average 2 hours)
 Tree and Bench Program prices are set at cost recovery for these item plus 20% revenue to donations account.

ADVERTISING

Advertising Locations (plus applicable taxes)	2017	2018	2019	2020
Arena Wall	231.75	238.70	245.85	253.25
Zamboni (one side)/Year	360.50	371.30	382.45	393.95
Zamboni (both sides)/Year	643.75	663.05	682.95	703.45
Arena Boards/Yr (must commit to a 3 yr. term)	386.25	397.85	409.75	422.05
Ball Fields/Year (outfield fence)	231.75	238.70	245.85	253.25
Press Box JBSC/Year	412.00	424.35	437.10	450.20

Advertising Specifications

Location	Size	Materials
Arena Walls	4qX 8q	To be determined
Zamboni	14+x 72+	To be determined
Arena Boards	3qX 8q	Lexan for cover
Ball Fields	4qX 8q	To be determined

Washrooms	11+x 17+	Paper/poster
Lobby	Max 8.5x14+	Paper/poster
Scoreclock	Width of clock x 3q	To be determined
Press Box	42+x 24q	To be determined

Advertising Notes:

Advertisements and agreements pertaining to advertising will be at the discretion of the Parks and Facilities Manager and/or Community Development Program Manager.

EXCEPTIONS

Other Agreements that need to be considered in the implementation of this fee schedule:

At the Discretion of the Community Development Program Manager, other agreement, by-laws or policies may need to be considered as part of the Fee Bylaw including but not limited to:

- ProShop Lease
- Canteen Lease
- Junior C Hockey Team Agreement
- Swim team Permits
- Racquet Club use agreement
- Agricultural Society use agreement
- Coca Cola beverage Company
- Subsidy Policy
- Parks ByLaw
- Waiving or Reduction of Fees policy