



REPORT FIN-2017-012

TO: Mayor and Members of Council
FROM: Mary Hasan, Director of Finance/Treasurer
MEETING DATE: June 21, 2017
SUBJECT: Fee Reduction/Waivers - Update
File No. A09 FEE

RECOMMENDATIONS

That Report FIN-2017-012 regarding the Fee Reductions/Waivers – Update be received; and

That Council directs staff to proceed with holding a Public Meeting on September 5, 2017 at 7:00 pm in the Puslinch Community Centre to obtain public input on the proposed fee reductions/waivers as outlined in Report FIN-2017-012; and

That staff publish notice in the Wellington Advertiser, Puslinch Pioneer, Township website, and provide notice to the interested parties to advise of the Public Meeting; and

That staff forward this report to the Recreation Committee for comments; and

That staff report back on the results of the public input received.

DISCUSSION

Purpose

The purpose of this report is to provide Council with an update on proposed fee reductions/waivers to be incorporated in the User Fee By-law based on the direction provided by Council at the June 15, 2016 Special Council Meeting. The purpose of this report is to also obtain direction from Council to proceed with holding a public meeting to solicit input on the proposed policy and recommendations.

The purpose of the creation of a policy is to create a fair, equal and transparent process for fee reductions and waivers for all organizations that provide services that benefit the Township and its residents. The proposed policy achieves the above by:

- Ensuring awareness, consistency, and fairness for eligible organizations with regards to the manner fee reductions/waivers are treated.
- Effective utilization of staff resources and the Township's operating software.
- Consistent application of fee reductions to all eligible organizations in recognition of the benefit they provide to the Township and its residents.
- Evaluating and considering municipal best practises.

Background

Council at its Special Council Meeting held on December 22, 2014 for the purpose of setting goals and objectives for the 2014 to 2018 Council term included the following item as a goal/objective for their term:

- Development of a policy regarding the use of Township facilities by community groups for the Spring of 2015 prior to consideration of the 2016 budget.

The Recreation and Parks Master Plan dated May 2015 includes the following recommendation:

- To establish a policy to address special requests for fee waivers in an equitable and transparent manner. (ie. each affiliated community organization may receive one two-hour room rental free each year for an annual meeting).

A public meeting was held on September 17, 2015 to seek input and comments on the proposed Grant Application Policy and Fee Reduction/Waiver Policy.

At the Special Council Meeting held on June 15, 2016, Council directed staff to revise the Fee Reduction/Waiver Policy and provide a further report to Council including the following:

- No fee waivers during prime-time rentals **
- A 75% reduction during non-prime time rentals for community groups **
- Information on opportunity revenue, savings and costs
- A definition of community groups with their head office in the Township and to provide services primarily in Puslinch and to include non-incorporated groups, churches, and the Aberfoyle Agricultural Society
- No fee waivers for church services
- One complimentary room rental for one Annual General Meeting
- Exempting the following events from facility rental fees – the Fall Fair, Santa Clause Parade, Canada Day, Family Day and Remembrance Day

***See Schedule D for definition of prime-time and non-prime time rentals for the ice and the hall*

Comparator Municipalities Surveyed

Township staff analyzed the full fees and reduced fees of a sample of comparator municipalities. This information is outlined in Schedule A to Report FIN-2017-012. The comparator municipalities include several municipalities that are similar to the Township in terms of size and proximity.

Schedule B to Report FIN-2017-012 outlines the following:

- 2018 Township full rate
- Comparator municipality average rate
- Comparator municipality average reduced rate
- 2018 Township Option A reduced rates (see below for summary of Option A)
- 2018 Township Option B reduced rates (see below for summary of Option B)

Option A

Option A is in line with the comparator municipalities surveyed. Also, based on the analysis performed in Schedule B, on average, the Township's fees are approximately 51% lower than the comparator municipalities surveyed.

Summarized below are the proposed details of Option A:

- 50% reduced rate for all rentals (both prime and non-prime), with the exception of meeting room rentals
- 75% reduced rate for meeting room rentals
- Reduced rates not offered to adult sports leagues
- Qualified organizations are eligible to obtain one complimentary two-hour room rental for one meeting during non-prime times in the meeting room.

Option B

Option B is in line with Council's recommendations from the June 15, 2016 Special Council Meeting with the exception of the following:

Council recommended one complimentary room rental for one Annual General Meeting. A majority of the organizations who have received in-kind bookings in the past do not hold Annual General Meetings. It is recommended that the policy specify the following in order to be fair and provide consistent treatment to all eligible organizations:

- Qualified organizations are eligible to obtain one complimentary two-hour room rental for one meeting during non-prime times in the meeting room.

Summarized below are the proposed details of Option B:

- 75% reduced rate during non-prime time rentals

- No fee waivers or reductions during prime time rentals
- 75% reduced rate also offered to adult baseball leagues
- Qualified organizations are eligible to obtain one complimentary two-hour room rental for one meeting during non-prime times in the meeting room.

Payment Terms

At the June 7, 2017 Council Meeting, Council referred the Aberfoyle Potters' Market request to staff to consider as part of this Report.

Council through the 2017 User Fee By-law No. 2016-087 approved obtaining full payment at the time of booking for Puslinch Community Centre rentals and that a refund of 80 percent be provided where 30 days' notice of cancellation is given.

It is recommended that the User Fee by-law incorporate the following payment terms to be applicable to all rentals:

- One-time bookings – Payment is required within seven days of contract creation.
- Recurring bookings throughout the year – Payment is required on a quarterly basis. The first payment is required within seven days of contract creation. Future payments are required quarterly prior to the scheduled rentals.
- Recurring seasonal bookings – Payment is required in two instalments. The first payment is required within seven days of contract creation. The second payment is required halfway through the season.

Sports Facility User Fees

Puslinch Baseball Leagues (Puslinch Minor Baseball*)

Sports facility user fees are currently collected from Township baseball leagues at a rate of \$10 per resident and \$25 per non-resident. Fees collected are not based on usage.

The comparator municipalities surveyed offer a reduced rate for minor sports leagues only. The practise in the Township in the past has been to allow all Township baseball leagues to benefit from the per registrant fees noted above.

Township staff recommend that Township minor baseball leagues pay a reduced rate based on usage and that these organizations be transitioned to the Township's booking and facility contract process in accordance with the proposed User Fee By-law.

Township staff recommend that the adult baseball leagues that previously paid on a per resident and per non-resident basis obtain the reduced rate for 2018 only and that these leagues pay the rental fees based on usage at the full rate effective January 1, 2019. The comparator municipalities surveyed do not offer reduced rates for adult sports leagues.

The financial implications associated with fees based on usage rather than registrants is outlined in Schedule C to Report FIN-2017-012 and summarized below for the Puslinch baseball leagues:

Name of Organization	Reduced Rate Applicable?	2017 Roster Fees	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
Old Timers	2018 Only	\$175	\$1,652	\$1,477	\$413	\$238
Puslinch Kodiaks	2018 Only	\$265	\$2,122	\$1,857	\$530	\$265
Morrison Men's League	2018 Only	\$255	\$842	\$587	\$210	\$(45)
The Aberfoyle Dukes	2018 Only	\$320	\$1,163	\$843	\$291	\$(29)
* Puslinch Minor Baseball	Yes	\$1,625	\$1,714	\$89	\$857	\$(768)
Total		\$2,640	\$7,492	\$4,852	\$2,301	\$(339)

*** Puslinch Minor Soccer Club**

Sports facility user fees are currently collected from the Puslinch Minor Soccer Club (PMSC) at a rate of \$12 per resident and \$30 per non-resident. Fees collected are not based on usage. The higher registrant rates charged to PMSC in comparison to baseball relates to the Township's recovery of the costs of the maintenance of the Calvary Baptist Church (CBC) fields in Arkell.

The Township entered into an agreement dated December 17, 2015 with the CBC and PMSC for a two year term, with a one year renewal option. As indicated in Schedule A to the Agreement, the costs to maintain the soccer fields are outlined below:

- CBC fields in Arkell - \$12,231
- Puslinch Community Centre fields - \$3,347
- Badenoch Community Centre fields - \$6,386

It is recommended that the Township renew the agreement for an additional year based on the same terms and conditions. It is recommended that effective January 1, 2019, the Township no longer maintain non-owned Township property (CBC fields in Arkell) and that the PMSC enter into a new agreement directly with the CBC.

The comparator municipalities surveyed offer a reduced rate for minor sports leagues only. Therefore, Township staff recommend that eligible Township minor soccer leagues pay a reduced rate based on usage and transition these organizations to the Township's booking and facility contract process in accordance with the proposed User Fee By-law.

The financial implications associated with fees based on usage rather than registrants is outlined in Schedule C to Report FIN-2017-012 and summarized below for the PMSC:

2017 Roster Fees	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
\$11,868	\$5,895	\$(5,973)	\$2,948	\$(8,921)

The fees calculated above are based on the usage outlined in PMSC’s schedule as of June 14, 2017.

The Township currently does not obtain user fees for rental of the soccer fields from other users. The only fees received are the sports facility user fees collected from PMSC as outlined above. It is recommended that the Township develop a soccer user fee based on the average fees of the comparator municipalities. The full rates recommended are \$30 per hour (net of HST) and \$264 per day (net of HST).

Puslinch Tennis Club

Sports facility user fees are currently collected from the Puslinch Tennis Club at a rate of \$10 per resident and \$25 per non-resident. Fees collected are not based on usage.

At the October 12, 2016 Capital Budget meeting, Council directed staff to bring forward a use/cost sharing agreement with the Puslinch Tennis Club in 2019 that would outline responsibilities for court care and maintenance, as well as cost sharing. Therefore, it is recommended that a revised rate based on usage/cost sharing be established in 2019 for the Puslinch Tennis Club.

Upper Grand District School Board

The practise in the past has been for the Aberfoyle Public School to utilize the Township’s facilities for a nominal consideration. The Township’s agreement with the Wellington County Board of Education (now known as the Upper Grand District School Board) dated the 2nd day of December 1996 expired. The Township’s insurers recommend that the Township work with the Upper Grand District School Board to develop a new agreement for the use of Township facilities. Therefore, it is recommended that the Township initiate discussions for the entering into a reciprocal facility use agreement with the Upper Grand District School Board.

Organizations Under Separate Agreement – Nominal Consideration

The following organizations have a separate agreement with the Township for the use of facilities for a nominal consideration. It is recommended that these organizations be transitioned to the Township’s booking and facility contract process in accordance with the proposed reduced rates as outlined in Schedule B to Report FIN-2017-012 effective for usage commencing September 2018. It is also recommended that future facility use agreements not be entered into and usage be facilitated through a facility rental contract

with special terms and conditions relevant to the organization being incorporated in the facility rental contract.

*** Whistle Stop Co-operative Pre-school**

The Township entered into a facility use agreement with Whistle Stop Co-operative Pre-School Inc. (the School) on July 20, 2016 for the period of September 12, 2016 to June 23, 2017. The first agreement was entered into on August 5, 1987 and the agreement is renewed annually. The Township has not collected user fees from The School in the past.

The financial implications associated with a reduced rate based on usage is outlined in Schedule C to Report FIN-2017-012 and summarized below:

2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
\$0	\$3,153	\$3,153	\$3,641	\$3,641

Guelph Community Health Centre

The Township entered into a facility use agreement with the Guelph Community Health Centre (Playgroup) on July 28, 2016 for the period of September 6, 2016 to June 27, 2017. The oldest agreement noted on file was entered into on August 4, 2004 and the agreement is renewed annually. The Township has not collected user fees from Playgroup in the past.

The financial implications associated with a reduced rate based on usage is outlined in Schedule C to Report FIN-2017-012 and summarized below:

2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
\$0	\$822	\$822	\$822	\$822

Organizations Under Separate Agreement – Negotiated Rates

The following organizations have a separate agreement with the Township for the use of facilities at negotiated rates. It is recommended that these organizations be transitioned to the Township’s booking and facility contract process in accordance with the proposed reduced rates as outlined in Schedule B to Report FIN-2017-012. It is also recommended that future facility use agreements not be entered into and usage be facilitated through a facility rental contract with special terms and conditions relevant to the organization being incorporated in the facility rental contract.

YMCA-YWCA of Guelph

The Township entered into a facility use agreement with the YMCA-YWCA of Guelph (YMCA) on April 5, 2017 for the period of July 17, 2017 to September 1, 2017. The Township renews its agreement with the YMCA annually.

The financial implications associated with a reduced rate based on usage is outlined in Schedule C to Report FIN-2017-012 and summarized below:

2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
\$3,071	\$6,221	\$3,149	\$4,940	\$1,869

Please note that the YMCA paid a total fee of \$5,011.24 (net of HST) in 2015 and 2016. The fees in 2015 and 2016 included full usage of the hall, arena, gymnasium, and soccer pitch during the five week period.

The 2017 rental fees were calculated based on a 75% reduced rate on all facility rentals (including prime-time rentals of the hall). The fees in 2017 included specific usage each week of the hall, arena, gymnasium and soccer pitch during the five week period.

* Aberfoyle Farmers' Market

The Township entered into a facility use agreement with the Aberfoyle Farmers' Market Association (the Market) on April 19, 2017 for a period of four years.

The financial implications associated with a reduced rate based on usage is outlined in Schedule C to Report FIN-2017-012 and summarized below:

2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
\$3,734	\$5,693	\$1,958	\$2,846	\$(888)

* Puslinch Historical Society

The Township originally entered into a lease agreement with the County of Wellington (County) on September 15, 2010 to lease out space to the Puslinch Historical Society (PHS). The Township pays the County on a quarterly basis for the rent and for a portion of the operating costs associated with the lease. The term of the agreement is to 2016/2017 and can be extended annually thereafter for an additional five one-year

terms, as required. The amounts paid by the Township were \$4,886 in 2016 and \$4,674 in 2015.

Township staff recommend that the Township's agreement with the County for the PHS library lease be reviewed in 2019.

** Please note, the organizations indicated above with an * are eligible to submit a grant application in accordance with the proposed Grant Application Policy outlined in Report FIN-2017-011.*

In-Kind Bookings Analysis – Based on 2014 Usage

On January 28, 2015 Council passed Council Resolution 2015-043 which indicated the following:

That Report FIN-2015-06 regarding In-Kind Bookings and Contributions be received; and

That the community groups identified in Report FIN-2015-06 be provided gratuitous use of the rooms in 2015 based on 2014 usage of the Puslinch Community Centre and Optimist Recreation Centre; and

That Staff report back to Council on the development of a policy regarding the use of Township facilities by community groups and associated fees prior to consideration of the 2016 budget.

Township staff recommend that the community groups identified in Report FIN-2015-06 be transitioned to the Township's booking and facility contract process in accordance with the proposed reduced rates as outlined in Schedule B to Report FIN-2017-012.

The financial implications associated with a reduced rate based on 2014 usage is outlined in Schedule C to Report FIN-2017-012 and summarized below by organization:

Name of Organization	2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
Optimist Club of Puslinch	\$0	\$6,157	\$6,157	\$9,224	\$9,224
Seniors' Euchre Club	\$0	\$281	\$281	\$281	\$281
Mill Creek Subwatershed Community Liaison	\$0	\$191	\$191	\$191	\$191
Friends of Mill Creek	\$0	\$197	\$197	\$156	\$156
Community Oriented Policing	\$0	\$115	\$115	\$115	\$115
Morrison United Church	\$0	\$712	\$712	\$356	\$356
Junior Garden Club	\$0	\$205	\$205	\$112	\$112

Name of Organization	2017 User Fees Collected (Net of HST)	Option A Fees – Net of HST	Option A Impact – Net of HST	Option B Fees – Net of HST	Option B Impact – Net of HST
Aberfoyle Agricultural Society	\$0	\$393	\$393	\$300	\$300
Puslinch Minor Soccer Club	\$0	\$375	\$375	\$271	\$271
Total	\$0	\$8,626	\$8,626	\$11,005	\$11,005

Recommended Changes to Proposed User Fee By-law Rates

Schedule D to Report FIN-2017-012 includes an excerpt of the proposed 2018 User Fees and Charges By-law schedules for Parks, Optimist Recreation Centre and Puslinch Community Centre.

Summarized below are the changes in rates (net of HST) in 2018:

- A soccer field rental fee of \$30 per hour has been incorporated based on the comparator municipalities surveyed.
- A soccer field rental fee of \$264 per day has been incorporated based on the comparator municipalities surveyed.
- A security deposit of \$50 for baseball equipment and lights has been incorporated as a key is provided to Township approved leagues for use of this equipment.
- A security deposit of \$50 has been incorporated for picnic shelter rentals as a key is provided to a renter for use of the washrooms.
- Previous user fee by-law incorporated a rate of \$219 per 4 hour rental at the hall and a rate of \$46.54 per hour after 4 hours during non-prime times.
 - The proposed 2018 user fee by-law has a per hour rate of \$54.75 with a minimum of a 3 hour booking during non-prime times.
- Previous user fee by-law incorporated a daily rental fee of \$364 for a Sunday rental. This fee is very similar to the daily rental fee of \$372 for Monday to Thursday rentals.
 - The proposed 2018 user fee by-law has a daily fee of \$372 for Monday to Thursday and Sunday rentals.
- A new fee has been incorporated based on renter requests:
 - Hall – Set-up Fee of \$54.75 per hour – Set-up is after 5:00 p.m. on Friday only and must include a Saturday rental. This service is only available if the hall is not booked 7 days prior to the event date.
- Previous user fee by-law incorporated a rate of \$107 per 4 hour rental for the use of the kitchen and a rate of \$25.50 per hour after 4 hours during non-prime times.
 - The proposed 2018 user fee by-law has a per hour rate of \$26.75 with a minimum of a 3 hour booking during non-prime times.
- Previous user fee by-law incorporated a rate of \$117 per 7 hours and \$20.40 per hour after seven hours for bartender services.

- The proposed 2018 user fee by-law has a flat rate of \$127.20 for bartender services.
- The proposed 2018 user fee by-law does not include rates for the fountain pop package as the equipment in the Puslinch Community Centre for providing this service is no longer equipment that the vendor can supply to.
- Previous user fee by-law incorporated a rate of \$32.64 for two lines per week and a rate of \$64.26 for four lines per week for the use of the electronic sign.
 - The proposed 2018 user fee by-law has a flat weekly rate of \$32.64 for the use of the electronic sign.

Recommended Additions to Proposed User Fee By-law Clauses

Organization Eligibility

Organizations applying for a reduced rate must meet the following eligibility criteria:

- Be in existence for at least one year; and
- have its principal address in the Township; and
- be a not-for-profit organization or an unincorporated community group; and
- offer services that primarily benefit the Township and its residents; and
- be in good financial standing with the Township and not in litigation with the Township; and
- be in compliance with any other Township by-laws and policies.

For the purposes of this policy, Puslinch Minor Sports Organizations, Puslinch Religious Organizations, Guelph Community Health Centre (The Playgroup), YMCA/YWCA of Guelph, and the Aberfoyle Agricultural Society are deemed to meet the eligibility criteria.

The following organizations are not eligible for a reduced rate:

- Adult sports organizations ie. Old Timers, Puslinch Kodiak's, Morriston Men's League, The Aberfoyle Dukes.
- County-wide organizations.
- Groups or organizations affiliated with any political party or event.
- Individuals, commercial organizations, and coalitions such as ratepayer associations.
- Hospitals, hospital foundations and hospital auxiliary groups or agencies.
- Educational institutions including universities, colleges, schools and associated auxiliary groups.

The following requests are not eligible for a fee reduction or waiver:

- Religious services
- Licences, development charges, building permits, inspections, insurance

Other Fee Reduction/Fee Waiver Policy Details:

- Eligible organizations can obtain one complimentary two-hour room rental for one meeting during non-prime times in the Meeting Room.
- Rental fees are exempt for the Fall Fair, Santa Clause Parade, Canada Day, Family Day and Remembrance Day.
- Usage of Township property must comply with the Township's requirements including necessary insurance, permits and approvals within the required timelines.

The following information will be required to review an organization's eligibility:

- A copy of the letters patent or articles of incorporation, if applicable.
- A copy of its Notification of Charitable Registration letter from the Canada Revenue Agency with any supporting documentation indicating the organization's status and terms of registration, if applicable.
- A copy of mandate, constitution and by-laws, as applicable.

Payment Terms

- One-time bookings – Payment is required within seven days of contract creation.
- Recurring bookings throughout the year – Payment is required on a quarterly basis. The first payment is required within seven days of contract creation. Future payments are required quarterly prior to the scheduled rentals.
- Recurring seasonal bookings – Payment is required in two instalments. The first payment is required within seven days of contract creation. The second payment is required halfway through the season.

Implementation Strategy

The implementation strategy is as follows:

It is recommended that the reduced rates for eligible organizations be effective January 1, 2018. The proposed User Fee By-law for 2018 will address the recommendations outlined in this report including organization eligibility and other pertinent details.

FINANCIAL IMPLICATIONS

The 2014 actual in-kind bookings and contributions amounted to \$49,355 as outlined in Report FIN-2015-06.

Schedule C to Report FIN-2017-012 outlines the total impact related to the proposed reduced rate fee structure of \$16,587 (net of HST) for Option A. This impact excludes the savings for organizations for a complimentary two-hour room rental for one meeting during non-prime times in the meeting room.

Schedule C to Report FIN-2017-012 outlines the total impact related to the proposed reduced rate fee structure of \$7,190 (net of HST) for Option B. This impact excludes the savings for organizations for a complimentary two-hour room rental for one meeting during non-prime times in the meeting room.

The financial impact for both Option A and Option B for the Township for no longer maintaining the Arkell fields is approximately \$12,231.

APPLICABLE LEGISLATION AND REQUIREMENTS

Accountability and Transparency Policy passed through By-law No. 60/08

Section 106 and 107 of the Municipal Act, 2001

ATTACHMENTS

Schedule A: Comparator Municipality Data - Fee Reductions

Schedule B: 2018 Proposed Reduced Rate Percentages

Schedule C: Impact of New Fee Structure - Various Organizations

Schedule D: Excerpt from Proposed 2018 User Fees and Charges By-law Schedules for Parks, Optimist Recreation Centre and Puslinch Community Centre

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Cambridge (net of HST)	Reduced Rate	Comments	Centre Wellington (net of HST)	Reduced Rate	Comments	Guelph Eramosa	Reduced Rate	Comments
Gymnasium											
<i>Hourly</i>	Hourly	\$ 30.00	\$ 39.50			\$ 38.07		Elora Gym - Average of Prime and Non-Prime	N/A		
<i>Reduced Rate</i>	Hourly	N/A	N/A			N/A			N/A		
Ice Rental											
<i>Regular Prime Time</i>	Hourly	\$ 158.00	\$ 254.52		Adults, leagues, skating parties	\$ 173.22			N/A		
<i>Reduced Prime Time</i>	Hourly	N/A	\$ 139.49	45.2%	Youth, minor sports, students	\$ 121.57	29.8%	Minor Sports Rate	N/A		
<i>Regular Non-Prime Time</i>	Hourly	\$ 55.00	\$ 152.68		Adults, leagues, skating parties	\$ 97.49			N/A		
<i>Reduced Non-Prime Time</i>	Hourly	N/A	\$ 95.45	37.5%	Youth, minor sports, students	\$ 68.66	29.6%	Minor Sports Rate	N/A		
Arena Floor											
<i>Arena Floor</i>	Hourly	\$ 66.00	\$ 64.65		Adults	\$ 53.60		Prime and Non-Prime Rate (average)	N/A		
<i>Reduced Rate</i>	Hourly	N/A	\$ 35.19	45.6%	Community Groups - Non Profit (pre-scheduled weekly users)				N/A		
Tournament	Per Day	N/A	N/A			\$ 302.64		Minor Sports Rate	N/A		
Hall Rentals											
<i>Hourly</i>	Hourly	N/A	N/A			\$ 38.07		Elora Community Centre - (cap - 250) - Avg of Prime and Non-Prime	N/A		
<i>Reduced Rate</i>	Hourly	N/A	N/A			N/A					
<i>Non-Prime (Mon. to Thurs. and Sunday)</i>	Full Day	\$ 372.00	\$ 374.92		Preston Hall (cap - 175)	N/A		Elora Community Centre - (cap - 250)	\$ 388.31		
<i>Reduced Rate</i>	Full Day	N/A	N/A		Preston Hall (cap - 175)	N/A		Elora Community Centre - (cap - 250)	N/A		
<i>Prime (Friday and Saturday Rentals)</i>	Full Day	\$ 488.00	\$ 437.60		Preston Hall (cap - 175)	\$ 608.06		Elora Community Centre - (cap - 250)	\$ 610.19		
<i>Reduced Rate</i>	Full Day	N/A	N/A		Preston Hall (cap - 175)	N/A		Elora Community Centre - (cap - 250)	N/A		
<i>Use of Kitchen Facilities - Non-Prime</i>	Per Hour	\$ 26.75	N/A			\$ 8.20		Per 8 hours (max)	\$ 34.67		Non Prime - per 8 hours

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Cambridge (net of HST)	Reduced Rate	Comments	Centre Wellington (net of HST)	Reduced Rate	Comments	Guelph Eramosa	Reduced Rate	Comments
<i>Use of Kitchen Facilities - Non-Prime</i>	Per Day	\$ 107.00	N/A			\$ 65.56			\$ 277.36		
<i>Licensed Events Using Patio</i>	Flat Rate	\$ 56.00	N/A			N/A			N/A		
Meeting Room											
<i>Hourly Rate</i>	Hourly	\$ 25.50	\$ 24.46			\$ 33.12			\$ 36.27		
<i>Reduced Rate</i>	Hourly	N/A	\$ 79.28	73.0%	Community Group - One Regular Monthly Meeting maximum of 2 hours (One-Time Holding Fee)	\$ -	100.0%	Non Profit - Maximum 2 hour meeting and one (1) per month	N/A		
Ball Diamonds											
<i>Ball Diamonds - No Lights</i>	Hourly	\$ 20.40	\$ 21.98		Major Field - Average of Non-City Adult and Adult Resident Group	\$ 24.75		Per Game (2 hour)	\$ 39.24		
<i>Reduced Rate</i>		N/A	\$ 7.54	65.7%	Youth Resident Group	\$ 18.01	27.3%	Per Game (2 hour)	\$ 23.44	40.3%	
<i>Ball Diamonds - Lights</i>	Hourly	\$ 30.60	\$ 28.25		Premium Field - Average of Non-City Adult and Adult Resident Group	\$ 33.11		Per Game (2 hour)	\$ 51.95		
<i>Reduced Rate</i>		N/A	\$ 9.74	65.5%		\$ 22.97	30.6%	Per Game (2 hour)	\$ 32.32	37.8%	
<i>Ball Diamonds - Per Day</i>	Per Day	\$ 153.00	N/A	N/A		\$ 272.93			\$ 230.86		
<i>Minor Sports</i>	Per Day	N/A	N/A			N/A			\$ 82.82	64.1%	
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Resident	\$ 10.00	N/A			N/A			N/A		
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Non-Resident	\$ 25.00	N/A			N/A			N/A		
Picnic Shelter											

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Cambridge (net of HST)	Reduced Rate	Comments	Centre Wellington (net of HST)	Reduced Rate	Comments	Guelph Eramosa	Reduced Rate	Comments
<i>Picnic Shelter</i>	Hourly	\$ 20.00	\$ 23.74		up to 100 people	no reserv.			\$ 110.94		
<i>Picnic Shelter</i>	Full Day Rental	\$ 80.00	N/A			no reserv.			N/A		
Soccer Rentals											
<i>Sports Facility User Fees</i>	Per Resident	\$ 12.00	N/A			N/A			N/A		
<i>Sports Facility User Fees</i>	Per Non-Resident	\$ 30.00	N/A			N/A			N/A		
<i>Soccer Field</i>	Per Year	N/A	N/A			\$ 1,476.66		Full Size Field - Provide schedule and book them into the specific field for the days scheduled.	N/A		
<i>Special Events</i>	Per Day	N/A	N/A			\$ 181.95		Full Size Field	346.28		Adult Sports
<i>Affiliated Minor</i>	Per Day	N/A	N/A			\$ 140.15	23.0%		140.83	59.3%	
<i>Adult Sports</i>	Per Hour	N/A	\$ 21.98		Major Field - Average of Non-City Adult and Adult Resident Group	N/A			\$ 46.17		
<i>Affiliated Minor</i>	Per Hour	N/A	\$ 7.54	65.7%	Major Field	N/A			\$ 25.35	45.1%	
Advertising											
<i>Sign</i>	Flat Rate	\$ 32.64	N/A	N/A		\$ 67.57			N/A		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A	N/A		N/A			N/A		
<i>Rink Board</i>	Flat Rate	\$ 350.00	\$ 5,000.00			\$ 475.27			N/A		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A			N/A			N/A		
<i>Ball Diamond</i>	Flat Rate	\$ 175.00	N/A			N/A			N/A		

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Guelph	Reduced Rate	Comments	Hamilton	Reduced Rate	Comments	Mapleton	Reduced Rate	Comments	Milton	Reduced Rate	Comments
Gymnasium														
Hourly	Hourly	\$ 30.00	\$ 50.00		Evergreen Seniors' Centre Gym/Auditorium	\$ 62.42			N/A			\$49.52		Half Gym
Reduced Rate	Hourly	N/A	\$ 26.25	47.5%	see above	\$ 17.69	71.7%	Community	N/A			\$32.18	35.0%	Affiliate
Ice Rental														
Regular Prime Time	Hourly	\$ 158.00	\$ 257.23			\$ 267.67			\$ 103.32			\$ 241.33		
Reduced Prime Time	Hourly	N/A	\$ 135.05	47.5%	Approved youth groups	\$ 144.66	46.0%	Subsidized Affiliated Rate	\$ 91.15	11.8%	Minor Sports	\$ 181.00	25.0%	Affiliated Youth
Regular Non-Prime Time	Hourly	\$ 55.00	\$ 135.04			\$ 200.75			\$ 79.00			\$ 169.25		
Reduced Non-Prime Time	Hourly	N/A	\$ 70.90	47.5%	Approved youth groups	N/A			N/A			N/A		
Arena Floor														
Arena Floor	Hourly	\$ 66.00	\$ 120.88			\$ 46.75			\$ 42.00			\$ 73.67		
Reduced Rate	Hourly	N/A	\$ 63.46	47.5%	Approved youth groups	N/A			N/A			\$ 40.52	45.0%	Affiliated Youth
Tournament	Per Day	N/A	N/A			\$ 504.73			\$ 470.00			N/A		
Hall Rentals														
Hourly	Hourly	N/A	N/A			\$ 52.02			\$ 45.00			\$ 82.86		Lions Club Hall
Reduced Rate	Hourly	N/A	N/A			\$ 14.57	72.0%	Community Group	N/A			\$ 38.12	54.0%	
Non-Prime (Mon. to Thurs. and Sunday)	Full Day	\$ 372.00	\$ 480.00			\$ 260.10			\$ 225.00			N/A		
Reduced Rate	Full Day	N/A	\$ 335.00	30.2%	Registered Not For Profit/Charitable - Guelph Based	\$ 72.83	72.0%	Community Group	N/A			N/A		
Prime (Friday and Saturday Rentals)	Full Day	\$ 488.00	\$ 480.00			\$ 260.10			\$ 475.00			N/A		
Reduced Rate	Full Day	N/A	\$ 335.00	30.2%	Registered Not For Profit/Charitable - Guelph Based	\$ 72.83	72.0%	Community Group	\$ 250.00	47.4%	Tournaments for minor sports	N/A		
Use of Kitchen Facilities - Non-Prime	Per Hour	\$ 26.75	N/A			N/A			N/A			N/A		

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Guelph	Reduced Rate	Comments	Hamilton	Reduced Rate	Comments	Mapleton	Reduced Rate	Comments	Milton	Reduced Rate	Comments
<i>Use of Kitchen Facilities - Non-Prime</i>	Per Day	\$ 107.00	N/A			N/A			\$ 75.00			N/A		
<i>Licensed Events Using Patio</i>	Flat Rate	\$ 56.00	N/A			N/A						N/A		
Meeting Room														
<i>Hourly Rate</i>	Hourly	\$ 25.50	\$ 35.53			\$ 20.81			\$ 28.00			\$ 37.56		Category C
<i>Reduced Rate</i>	Hourly	N/A	\$ 18.65	47.5%	Approved youth groups	\$ 4.16	80.0%	Community Group	\$ -	100.0%	Minor Sports	\$ 28.17	25.0%	Affiliate
Ball Diamonds														
<i>Ball Diamonds - No Lights</i>	Hourly	\$ 20.40	\$ 21.63			\$ 22.63		Field/Diamond - B	\$ 14.44		Per Game (2 hour rate)	\$ 8.34		
<i>Reduced Rate</i>		N/A	\$ 11.36	47.5%	Approved youth groups	\$ 11.85	47.6%	Affiliated Youth Groups	N/A			\$ 4.16	50.1%	Affiliate Youth
<i>Ball Diamonds - Lights</i>	Hourly	\$ 30.60	\$ 29.86			\$ 32.61		Field/Diamond - A	\$ 17.33		Per Game (2 hour rate)	\$ 23.56		
<i>Reduced Rate</i>		N/A	\$ 15.68	47.5%	Approved youth groups	\$ 16.43	49.6%	Affiliated Youth Groups	N/A			\$ 19.38	17.7%	Affiliate Youth
<i>Ball Diamonds - Per Day</i>	Per Day	\$ 153.00	N/A			N/A			N/A			N/A		
<i>Minor Sports</i>	Per Day	N/A	N/A			N/A			N/A			N/A		
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Resident	\$ 10.00	N/A			N/A			\$ 5.50		Minor Baseball	N/A		
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Non-Resident	\$ 25.00	N/A			N/A			\$ 5.50		Minor Baseball	N/A		
Picnic Shelter														

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Guelph	Reduced Rate	Comments	Hamilton	Reduced Rate	Comments	Mapleton	Reduced Rate	Comments	Milton	Reduced Rate	Comments
<i>Picnic Shelter</i>	Hourly	\$ 20.00	N/A			N/A			no charge			\$ 9.76		
<i>Picnic Shelter</i>	Full Day Rental	\$ 80.00	\$ 110.08			\$ 65.25			no charge			N/A		
Soccer Rentals														
<i>Sports Facility User Fees</i>	Per Resident	\$ 12.00	N/A			N/A			\$ 5.50		Minor Soccer	N/A		
<i>Sports Facility User Fees</i>	Per Non-Resident	\$ 30.00	N/A			N/A			\$ 5.50		Minor Soccer	N/A		
<i>Soccer Field</i>	Per Year	N/A	N/A			N/A			N/A			N/A		
<i>Special Events</i>	Per Day	N/A	N/A			N/A			N/A			N/A		
<i>Affiliated Minor</i>	Per Day	N/A	N/A			N/A			N/A			N/A		
<i>Adult Sports</i>	Per Hour	N/A	\$ 44.56			\$ 32.61			N/A			\$ 12.72		
<i>Affiliated Minor</i>	Per Hour	N/A	\$ 23.39	47.5%	Approved youth groups	\$ 16.43	49.6%	Affiliated Youth Groups	N/A			\$ 6.36	50.0%	Affiliate Youth
Advertising														
<i>Sign</i>	Flat Rate	\$ 32.64	\$ 150.00			N/A			N/A			\$ 38.13		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A			N/A			N/A			\$ 28.59	25.0%	
<i>Rink Board</i>	Flat Rate	\$ 350.00	N/A			N/A			\$ 510.00			\$ 1,098.38		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A			N/A			N/A			N/A		
<i>Ball Diamond</i>	Flat Rate	\$ 175.00	N/A			N/A			N/A			N/A		

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Minto	Reduced Rate	Comments	Wellington North	Reduced Rate	Comments
Gymnasium								
<i>Hourly</i>	Hourly	\$ 30.00	N/A			N/A		
<i>Reduced Rate</i>	Hourly	N/A	N/A			N/A		
Ice Rental								
<i>Regular Prime Time</i>	Hourly	\$ 158.00	\$ 126.00			\$ 127.50		
<i>Reduced Prime Time</i>	Hourly	N/A	\$ 103.00	18.3%	Local Youth Organized Support	\$ 108.00	15.3%	Minor Sports
<i>Regular Non-Prime Time</i>	Hourly	\$ 55.00	\$ 60.00			\$ 108.00		
<i>Reduced Non-Prime Time</i>	Hourly	N/A	N/A			N/A		
Arena Floor								
<i>Arena Floor</i>	Hourly	\$ 66.00	\$ 50.00			\$ 61.00		
<i>Reduced Rate</i>	Hourly	N/A	N/A			\$ 49.50	18.9%	Minor Sports
Tournament	Per Day	N/A	\$ 450.00			\$ 473.00		
Hall Rentals								
<i>Hourly</i>	Hourly	N/A	N/A			\$ 38.00		
<i>Reduced Rate</i>	Hourly	N/A	N/A			N/A		
<i>Non-Prime (Mon. to Thurs. and Sunday)</i>	Full Day	\$ 372.00	N/A			\$ 204.00		
<i>Reduced Rate</i>	Full Day	N/A	N/A			N/A		
<i>Prime (Friday and Saturday Rentals)</i>	Full Day	\$ 488.00	\$ 350.00			\$ 284.00		
<i>Reduced Rate</i>	Full Day	N/A	\$ 250.00	28.6%	Youth Tournaments	\$ 204.00	28.2%	Tournament Rates for Minor Sports
<i>Use of Kitchen Facilities - Non-Prime</i>	Per Hour	\$ 26.75	N/A			N/A		

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Minto	Reduced Rate	Comments	Wellington North	Reduced Rate	Comments
<i>Use of Kitchen Facilities - Non-Prime</i>	Per Day	\$ 107.00	\$ 50.00		Per Day	N/A		
<i>Licenced Events Using Patio</i>	Flat Rate	\$ 56.00	N/A			N/A		
Meeting Room								
<i>Hourly Rate</i>	Hourly	\$ 25.50	\$ 15.00			\$ 33.00		
<i>Reduced Rate</i>	Hourly	N/A	N/A		no charge for Playgroup (as playgroup does not charge its customers).	\$ -	100.0%	Local Sports Groups when Staff
Ball Diamonds								
<i>Ball Diamonds - No Lights</i>	Hourly	\$ 20.40	\$ 25.00		Per Game (2 hour)	\$ 30.00		Per Game (1.5 hours)
<i>Reduced Rate</i>		N/A	N/A			\$ 24.67	17.8%	Local Minor Ball - per Game (1.5 hours)
<i>Ball Diamonds - Lights</i>	Hourly	\$ 30.60	\$ 25.00		Per Game (2 hour)	\$ 40.00		Per Game (1.5 hours)
<i>Reduced Rate</i>		N/A	N/A			\$ 34.67	13.3%	Local Minor Ball - per Game (1.5 hours)
<i>Ball Diamonds - Per Day</i>	Per Day	\$ 153.00	\$ 250.00			\$ 145.00		
<i>Minor Sports</i>	Per Day	N/A	\$ 175.00	30.0%		N/A		
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Resident	\$ 10.00	\$ 34.00		Minor Groups	N/A		
<i>Sports Facility User Fees - Baseball and Tennis</i>	Per Non-Resident	\$ 25.00	\$ 34.00		Minor Groups	N/A		
Picnic Shelter								

**Comparator Municipality Data
Schedule A to Report FIN-2017-012**

Description	Unit	Puslinch - 2017 - (net of HST)	Minto	Reduced Rate	Comments	Wellington North	Reduced Rate	Comments
<i>Picnic Shelter</i>	Hourly	\$ 20.00	N/A			N/A		
<i>Picnic Shelter</i>	Full Day Rental	\$ 80.00	\$ 60.00			\$ 81.00		
Soccer Rentals								
<i>Sports Facility User Fees</i>	Per Resident	\$ 12.00	\$ 34.00		Minor Groups	N/A		
<i>Sports Facility User Fees</i>	Per Non-Resident	\$ 30.00	\$ 34.00		Minor Groups	N/A		
<i>Soccer Field</i>	Per Year	N/A	N/A			\$ 6,367.00		Season Rate for Minor Soccer
<i>Special Events</i>	Per Day	N/A	N/A			N/A		
<i>Affiliated Minor</i>	Per Day	N/A	N/A			N/A		
<i>Adult Sports</i>	Per Hour	N/A	\$ 25.00		Per Game (2 hour)	\$ 28.50		
<i>Affiliated Minor</i>	Per Hour	N/A	N/A			N/A		
Advertising								
<i>Sign</i>	Flat Rate	\$ 32.64	N/A			N/A		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A			N/A		
<i>Rink Board</i>	Flat Rate	\$ 350.00	\$ 300.00			\$ 367.00		
<i>Reduced Rate</i>	Flat Rate	N/A	N/A			N/A		
<i>Ball Diamond</i>	Flat Rate	\$ 175.00	N/A			N/A		

**Impact of New Fee Structure - By Organization
Schedule C to Report FIN-2017-012**

Name of Organization	Resid ents	Non- Reside nts	Current Fees (net of HST)	Usage	# of days	hours per day	Option A Reduced Rate (Net of HST)	Option A Fees (Net of HST)	Impact of Option A (net of HST)	Option B Reduced Rate (Net of HST)	Option B Fees (Net of HST)	Impact of Option B (net of HST)
Old Timers	10	3	\$ 175	Mondays – May 15th to September 11th – 8 to 11 pm	18	3	\$ 30.60	\$ 1,652	\$ 1,477	\$ 7.65	\$ 413	\$ 238
Puslinch Kodiaks				Tuesdays – May 16th to August 29th - 8 to 11 pm	16	3	\$ 30.60	\$ 1,469		\$ 7.65	\$ 367	
Puslinch Kodiaks				Sundays – May 14th to August 27th - 1 to 3 pm	16	2	\$ 20.40	\$ 653		\$ 5.10	\$ 163	
Puslinch Kodiaks - Total	9	7	\$ 265					\$ 2,122	\$ 1,857		\$ 530	\$ 265
Morrison Men's League	3	9	\$ 255	11 Mondays – May 15th to August 28th – 8:30 to 11 pm	11	2.5	\$ 30.60	\$ 842	\$ 587	\$ 7.65	\$ 210	\$ (45)
The Aberfoyle Dukes	2	12	\$ 320	Sundays – May 14th to September 17th – 8:30 to 10:30 pm	19	2	\$ 30.60	\$ 1,163	\$ 843	\$ 7.65	\$ 291	\$ (29)
Puslinch Minor Baseball	9	3		Squirt Level - Mondays - May 15th to August 28th – 5:30 to 8:15 pm	16	2.5	\$ 10.20	\$ 408		\$ 5.10	\$ 204	
Puslinch Minor Baseball	above	above		Squirt Level - Thursdays - May 18th to August 31st – 6:00 to 8:15 pm	16	2	\$ 10.20	\$ 326		\$ 5.10	\$ 163	
Puslinch Minor Baseball	6	3		Atom Level - Tuesdays – May 16th to August 31st – 5:30 to 8:15 pm	16	2.5	\$ 10.20	\$ 408		\$ 5.10	\$ 204	
Puslinch Minor Baseball	above	above		Atom Level - Thursdays – May 18th to August 31st – 6:30 to 8:30 pm	16	2	\$ 10.20	\$ 326		\$ 5.10	\$ 163	
Puslinch Minor Baseball	35	39		T-ball and 3 Pitch - Wednesdays – May 24th to August 9th – 6:00 to 8:00 pm	12	2	\$ 10.20	\$ 245		\$ 5.10	\$ 122	
Puslinch Minor Baseball - Total	50	45	\$ 1,625					\$ 1,714	\$ 89		\$ 857	\$ (768)
Total Baseball Leagues			\$ 2,640					\$ 7,492	\$ 4,852		\$ 2,301	\$ (339)
Puslinch Minor Soccer Club				Puslinch Community Centre Fields	158	1.5	\$ 15.00	\$ 3,555		\$ 7.50	\$ 1,778	
Puslinch Minor Soccer Club				Badenoch Fields	104	1.5	\$ 15.00	\$ 2,340		\$ 7.50	\$ 1,170	
Total Soccer	169	328	\$ 11,868					\$ 5,895	\$ (5,973)		\$ 2,948	\$ (8,921)
Whistle Stop Co-operative Pre-school				Pre-school activities - Mon, Wed and Fri from 8:00 a.m. to 12:00 p.m. commencing Sept. 12, 2016 to June 23, 2017	102	4	\$ 6.38	\$ 2,601	\$ 2,601	\$ 6.38	\$ 2,601	\$ 2,601
Whistle Stop Co-operative Pre-school				Christmas potluck and pageant - Friday, December 16, 2016 in the Archie McRobbie room from 8:00 a.m. to 12:00 p.m	1	Daily	\$ 244.00	\$ 244	\$ 244	\$ 488.00	\$ 488	\$ 488
Whistle Stop Co-operative Pre-school				Graduation - Friday, June 23, 2017 in the Archie McRobbie room. 12:00 p.m to 4:00 p.m.	1	Daily	\$ 244.00	\$ 244	\$ 244	\$ 488.00	\$ 488	\$ 488
Whistle Stop Co-operative Pre-school				Toy Clean ups days Wednesday, December 14, 2016, Wednesday, April 12, 2017 and Thursday June 22, 2017, Alf Hales Room/Lobby from 7:00 p.m. to 9:00 p.m.	3	2	\$ 6.38	\$ 38	\$ 38	\$ 6.38	\$ 38	\$ 38
Whistle Stop Co-operative Pre-school				Parent Meetings – Wednesday, September 7, 2016 and Thursday, June 22, 2017, Alf Hales Room 7:00 p.m. to 9:00 p.m.	2	2	\$ 6.38	\$ 26	\$ 26	\$ 6.38	\$ 26	\$ 26
Total Whistle Stop Co-operative Pre-school	10	9	\$ -					\$ 3,153	\$ 3,153		\$ 3,641	\$ 3,641
Guelph Community Health Centre (Playgroup)	29 - County Children	16	\$ -	Pre-school activities on Tuesdays from 9:00 a.m. to 12:00 p.m. commencing September 6, 2016 to June 27, 2017	43	3	\$ 6.38	\$ 822	\$ 822	\$ 6.38	\$ 822	\$ 822

**Impact of New Fee Structure - By Organization
Schedule C to Report FIN-2017-012**

Name of Organization	Residents	Non-Residents	Current Fees (net of HST)	Usage	# of days	hours per day	Option A Reduced Rate (Net of HST)	Option A Fees (Net of HST)	Impact of Option A (net of HST)	Option B Reduced Rate (Net of HST)	Option B Fees (Net of HST)	Impact of Option B (net of HST)
YMCA/YWCA of Guelph			\$ 825	Summer Camp Activities - Arena	10	5	\$ 33.00	\$ 1,650	\$ 825	\$ 16.50	\$ 825	\$ -
YMCA/YWCA of Guelph			\$ 375	Summer Camp Activities - Gymnasium	10	5	\$ 15.00	\$ 750	\$ 375	\$ 7.50	\$ 375	\$ -
YMCA/YWCA of Guelph			\$ 1,261	Summer Camp Activities - Puslinch Community Centre - Non-Prime	19	5	\$ 27.38	\$ 2,601	\$ 1,339	\$ 13.69	\$ 1,300	\$ 39
YMCA/YWCA of Guelph			\$ 610	Summer Camp Activities - Puslinch Community Centre - Prime	5	Daily	\$ 244.00	\$ 1,220	\$ 610	\$ 488.00	\$ 2,440	\$ 1,830
Total YMCA/YWCA of Guelph	17	173	\$ 3,071					\$ 6,221	\$ 3,149		\$ 4,940	\$ 1,869
Aberfoyle Farmers' Market			\$ 3,734		23	7.5	\$ 33.00	\$ 5,693	\$ 1,958	\$ 16.50	\$ 2,846	\$ (888)
Optimist Club of Puslinch				Euchre - 1st Friday of January to May. Archie McRobbie	5	Daily	\$ 244.00	\$ 1,220	\$ 1,220	\$ 488.00	\$ 2,440	\$ 2,440
Optimist Club of Puslinch				Euchre - 2nd Tuesday of October and November. Archie McRobbie	2	4	\$ 27.38	\$ 219	\$ 219	\$ 13.69	\$ 110	\$ 110
Optimist Club of Puslinch				Regular Meetings - January - February, March 4 & 11, April to May, Sept 2 & 9	8	1.5	\$ 6.38	\$ 77	\$ 77	\$ 6.38	\$ 77	\$ 77
Optimist Club of Puslinch				Dinner Meetings - January to June, September to December	10	4	\$ 27.38	\$ 1,095	\$ 1,095	\$ 13.69	\$ 548	\$ 548
Optimist Club of Puslinch				Winter Classic Tournament - February 15 (9:00 am to 10:00 pm), February 16 and 17th (9:00 am to 7:00 pm)	N/A	25	\$ 79.00	\$ 1,975	\$ 1,975	\$ 158.00	\$ 3,950	\$ 3,950
Optimist Club of Puslinch				Winter Classic Tournament - February 15 (9:00 am to 10:00 pm), February 16 and 17th (9:00 am to 7:00 pm)	N/A	8	\$ 27.50	\$ 220	\$ 220	\$ 13.75	\$ 110	\$ 110
Optimist Club of Puslinch				Fish Fry - May 7, 2014 (all day booking). Archie McRobbie	1	Daily	\$ 186.00	\$ 186	\$ 186	\$ 93.00	\$ 93	\$ 93
Optimist Club of Puslinch				Fish Fry - May 7, 2014 (all day booking). Meeting Room	1	18	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115
Optimist Club of Puslinch				Spring Classic Steak Night - March 28, 2014. Archie McRobbie	1	Daily	\$ 244.00	\$ 244	\$ 244	\$ 488.00	\$ 488	\$ 488
Optimist Club of Puslinch				Spring Classic Steak Night - March 28, 2014. Meeting Room	1	18	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115
Optimist Club of Puslinch				Fall Classic Steak Night - October 24, 2014. Archie McRobbie	1	Daily	\$ 244.00	\$ 244	\$ 244	\$ 488.00	\$ 488	\$ 488
Optimist Club of Puslinch				Fall Classic Steak Night - October 24, 2014. Meeting Room	1	18	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115
Optimist Club of Puslinch				Cribbage Tournament - January 25, 2014. Archie McRobbie.	1	Daily	\$ 244.00	\$ 244	\$ 244	\$ 488.00	\$ 488	\$ 488
Optimist Club of Puslinch				Cribbage Tournament - January 25, 2014. Meeting Room	1	14	\$ 6.38	\$ 89	\$ 89	\$ 6.38	\$ 89	\$ 89
Optimist Club of Puslinch				Canada Day Pancake Breakfast	All rental fees related to the Canada Day event are waived.							
Optimist Club of Puslinch				Santa Clause Parade	All rental fees related to the Santa Clause Parade event are waived.							
Optimist Club of Puslinch				Family Day	All rental fees related to the Family Day event are waived.							
Optimist Club of Puslinch				Remembrance Day	All rental fees related to the Remembrance Day event are waived.							
Total Optimist Club of Puslinch	N/A	N/A	\$ -					\$ 6,157	\$ 6,157		\$ 9,224	\$ 9,224
Seniors' Euchre Club	N/A	N/A	\$ -	January to April - 2 bookings per month; October to December - 1 booking per month	11	4	\$ 6.38	\$ 281	\$ 281	\$ 6.38	\$ 281	\$ 281
Mill Creek Subwater Shed Community Liaison	N/A	N/A	\$ -	January to September and November - Meeting Room	10	3	\$ 6.38	\$ 191	\$ 191	\$ 6.38	\$ 191	\$ 191
Friends of Mill Creek				Monthly Meetings - Meeting Room	12	1.5	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115

**Impact of New Fee Structure - By Organization
Schedule C to Report FIN-2017-012**

Name of Organization	Residents	Non-Residents	Current Fees (net of HST)	Usage	# of days	hours per day	Option A Reduced Rate (Net of HST)	Option A Fees (Net of HST)	Impact of Option A (net of HST)	Option B Reduced Rate (Net of HST)	Option B Fees (Net of HST)	Impact of Option B (net of HST)
Friends of Mill Creek				Barbeque - August 21, 2014 - 4:00 to 7:00 p.m. Archie McRobbie	1	3	\$ 27.38	\$ 82	\$ 82	\$ 13.69	\$ 41	\$ 41
Total Friends of Mill Creek	N/A	N/A	\$ -					\$ 197	\$ 197		\$ 156	\$ 156
Community Oriented Policing	N/A	N/A	\$ -	Monthly Meetings - Meeting Room	12	1.5	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115
Morrison United Church	N/A	N/A	\$ -	Senior Luncheon - Four times per year - 8:30 am to 3:00 pm.	4	6.5	\$ 27.38	\$ 712	\$ 712	\$ 13.69	\$ 356	\$ 356
Junior Garden Club				Registration - April 2, 2014 - 6:00 pm to 9:00 pm - Meeting Room	1	3	\$ 6.38	\$ 19	\$ 19	\$ 6.38	\$ 19	\$ 19
Junior Garden Club				Banquet - Sept. 9, 2014 - 8:00 am to 10:00 pm - Archie McRobbie	1	Daily	\$ 186.00	\$ 186	\$ 186	\$ 93.00	\$ 93	\$ 93
Total Junior Garden Club	N/A	N/A	\$ -					\$ 205	\$ 205		\$ 112	\$ 112
Aberfoyle Agricultural Society				Chicken Barbeque - June 5, 2014 - 7:30 am to 10:00 pm - Archie McRobbie	1	Daily	\$ 186.00	\$ 186	\$ 186	\$ 93.00	\$ 93	\$ 93
Aberfoyle Agricultural Society				Chicken Barbeque - June 5, 2014 - 7:30 am to 10:00 pm - Meeting Room	1	14.5	\$ 6.38	\$ 92	\$ 92	\$ 6.38	\$ 92	\$ 92
Aberfoyle Agricultural Society				6 meetings - 7:00 pm to 10:00 pm - Meeting Room	6	3	\$ 6.38	\$ 115	\$ 115	\$ 6.38	\$ 115	\$ 115
Aberfoyle Agricultural Society				Fall Fair	All rental fees related to the Fall Fair event are waived.							
Total Aberfoyle Agricultural Society	N/A	N/A	\$ -					\$ 393	\$ 393		\$ 300	\$ 300
Puslinch Minor Soccer Club				Annual General Meeting - January 16, 2014	1	4	\$ 27.38	\$ 110	\$ 110	\$ 13.69	\$ 55	\$ 55
Puslinch Minor Soccer Club				Meetings - Jan. to Mar., May, Aug. to Sept., Nov. 6 and 27 - 7 to 10 pm - Meeting Room	8	3	\$ 6.38	\$ 153	\$ 153	\$ 6.38	\$ 153	\$ 153
Puslinch Minor Soccer Club				Registration - January 23, 2014 - 6:30 to 8:30 pm - Meeting Room	1	2	\$ 6.38	\$ 13	\$ 13	\$ 6.38	\$ 13	\$ 13
Puslinch Minor Soccer Club				Annual Barbeque - Horse Paddock	1	Daily	\$ 100.00	\$ 100	\$ 100	\$ 50.00	\$ 50	\$ 50
Total Puslinch Minor Soccer Club	198	391	\$ -					\$ 375	\$ 375		\$ 271	\$ 271
Grand Total			\$ 21,314					\$ 37,901	\$ 16,587		\$ 28,504	\$ 7,190

Proposed 2018 User Fees and Charges By-law Schedules - Parks
Schedule D to Report FIN-2017-012

TYPE OF REVENUE/USER	Unit/Descr	2017 RATE (NO TAX)	2018 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Ball Diamonds - No Lights	Per Hour	\$20.40	\$20.40	\$2.65	\$23.05	0%	T	Booking availability dependent on field conditions.
Ball Diamonds - Lights	Per Hour	\$30.60	\$30.60	\$3.98	\$34.58	0%	T	Booking availability dependent on field conditions.
All Ball Diamonds	Per Day	\$153.00	\$153.00	\$19.89	\$172.89	0%	T	Booking availability dependent on field conditions.
Sports Facility User Fees - Baseball	Per Resident	\$10.00	N/A - see above				E	Reduced Rate Policy - FIN-2017-012
Sports Facility User Fees - Baseball	Per Non-Resident	\$25.00	N/A - see above				E	Reduced Rate Policy - FIN-2017-012
Ball Diamonds - Dragging and Lining	Per Occurrence	\$40.00	\$40.00	\$5.20	\$45.20	0%	T	Upon request and approval
Soccer Field	Per Hour	\$0.00	\$30.00	\$3.90	\$33.90	100%	T	Development of a fee - Report FIN-2017-012
Soccer Field	Per Day	\$0.00	\$264.00	\$34.32	\$298.32	100%	T	Development of a fee - Report FIN-2017-012
Sports Facility User Fees - Soccer	Per Resident	\$12.00	N/A - see above				E	Reduced Rate Policy - FIN-2017-012
Sports Facility User Fees - Soccer	Per Non-Resident	\$30.00	N/A - see above				E	Reduced Rate Policy - FIN-2017-012
Ball Diamond Advertising	Per Season	\$175.00	\$175.00	\$22.75	\$197.75	0%	T	Available from May to October
Horse Paddock	Per Day	\$200.00	\$200.00	\$26.00	\$226.00	0%	T	Rental restricted to horse paddock and tractor pull area; bookings available from June 15 to September 15
Picnic Shelter	Per Hour	\$20.00	\$20.00	\$2.60	\$22.60	0%	T	
Picnic Shelter	Per Day	\$80.00	\$80.00	\$10.40	\$90.40	0%	T	
Sports Facility User Fees - Tennis	Per Resident	\$10.00	\$10.00	\$0.00	\$10.00	0%	E	Staff to bring forward a use/cost sharing agreement with the Puslinch Tennis Club in 2019
Sports Facility User Fees - Tennis	Per Non-Resident	\$25.00	\$25.00	\$0.00	\$25.00	0%	E	Staff to bring forward a use/cost sharing agreement with the Puslinch Tennis Club in 2019
Fireworks Security Deposit	Per Display	\$500.00	\$500.00	\$0.00	\$500.00	0%	E	Clean up of Township lands after fireworks display
Baseball Equipment and Lights Security Deposit	Per Season	\$0.00	\$50.00	\$0.00	\$50.00	100%	E	Key provided to Township approved leagues.
Picnic Shelter Washroom Key Security Deposit	Per Rental	\$0.00	\$50.00	\$0.00	\$50.00	100%	E	
Horse Paddock Security Deposit	Per Rental	\$300.00	\$300.00	\$0.00	\$300.00	100%	E	

**Proposed 2018 User Fees and Charges By-law Schedules - Optimist Recreation Centre
Schedule D to Report FIN-2017-012**

TYPE OF REVENUE/USER	Unit/Descr	2017 RATE (NO TAX)	2018 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Arena Floor	Per Hour	\$66.00	\$66.00	\$8.58	\$74.58	0%	T	Includes use of change rooms
Ice - Non - Prime	Per Hour	\$55.00	\$55.00	\$7.15	\$62.15	0%	T	Weekdays from 9 am to 5 pm
Ice - Prime	Per Hour	\$158.00	\$158.00	\$20.54	\$178.54	0%	T	Weekdays from 5 to 10 pm, Saturday, Sunday
Gymnasium	Per Hour	\$30.00	\$30.00	\$3.90	\$33.90	0%	T	
Rink Board Advertising	Per Year	\$350.00	\$350.00	\$45.50	\$395.50	0%	T	

**Proposed 2018 User Fees and Charges By-law Schedules - Puslinch Community Centre
Schedule D to Report FIN-2017-012**

TYPE OF REVENUE/USER	Unit/Descr	2017 RATE (NO TAX)	2018 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Meeting Room	Per Hour	\$25.50	\$25.50	\$3.32	\$28.82	0%	T	
Hall - Non-Prime	Per 4 Hour Rental	\$219.00	N/A - see hourly fee below					Monday to Thursday and Sunday Rentals includes use of kitchen facilities
Hall - Non-Prime	Per Hour after 4 Hours	\$46.54	N/A - see hourly fee below					Monday to Thursday and Sunday Rentals includes use of kitchen facilities
Hall - Non-Prime (minimum 3 hour booking)	Per Hour	\$0.00	\$54.75	\$7.12	\$61.87	100%	T	Monday to Thursday and Sunday Rentals includes use of kitchen facilities
Hall - Non-Prime	Full Day Rental	\$372.00	\$372.00	\$48.36	\$420.36	0%	T	Monday to Thursday and Sunday Rentals includes use of kitchen facilities
Hall - Prime	Full Day Rental	\$488.00	\$488.00	\$63.44	\$551.44	0%	T	Friday and Saturday Rentals includes use of kitchen facilities
Hall - Non-Prime	Full Day Rental	\$364.00	N/A - see \$372 fee above					Sunday Rentals includes use of kitchen facilities
Hall - Commercial Rentals (ie. Auctions)	Full Day Rental	\$765.00	\$765.00	\$99.45	\$864.45	0%	T	Includes use of kitchen facilities
Hall - Set-up Fee	Per Hour	\$0.00	\$54.75	\$7.12	\$61.87	100%	T	Set-up is after 5:00 p.m. on Friday only and must include a Saturday rental. This service is only available if the hall is not booked 7 days prior to the event date.
Use of Kitchen Facilities	Per 4 Hour Rental	\$107.00	N/A - see hourly fee below					Dishes, silverware, cooking utensils, dishwasher, coffee maker
Use of Kitchen Facilities	Per Hour After 4 Hours	\$25.50	N/A - see hourly fee below					Dishes, silverware, cooking utensils, dishwasher, coffee maker
Use of Kitchen Facilities - Non Prime (minimum 3 hour booking)	Per Hour	\$0.00	\$26.75	\$3.48	\$30.23	100%	T	Dishes, silverware, cooking utensils, dishwasher, coffee maker
Licenced Events Using Patio	Flat Rate	\$56.00	\$56.00	\$7.28	\$63.28	0%	T	Patio Fencing
Projector	Flat Rate	\$25.00	\$25.00	\$3.25	\$28.25	100%	T	See Report FIN-2016-029
Facility Rental Security Deposit	Per Booking	\$365.00	\$365.00	\$0.00	\$365.00	0%	E	Deposit is fully refundable after function if there are no damages and key is returned
Bartenders	Flat Rate	\$117.00	\$127.20	\$16.54	\$143.74	9%	T	Smart Serve Certified
Bartenders	Per hr after 7 hrs	\$20.40	N/A - see fee above					Smart Serve Certified
Fountain Pop Package	Per Pound	\$1.30	N/A					Service no longer provided.

**Proposed 2018 User Fees and Charges By-law Schedules - Puslinch Community Centre
Schedule D to Report FIN-2017-012**

TYPE OF REVENUE/USER	Unit/Descr	2017 RATE (NO TAX)	2018 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
9 oz Glasses	Per Package of 100	\$6.00	N/A					Service no longer provided.
14 oz Glasses	Per Package of 50	\$6.00	N/A					Service no longer provided.
Ice	Per Bag	\$2.00	N/A					Service no longer provided.
Electronic Sign Advertising	Two lines/Week	\$32.64	N/A - see weekly fee below	\$0.00	\$0.00	100%	T	No charge for Puslinch Community Centre rentals
Electronic Sign Advertising	Four Lines/Week	\$64.26	N/A - see weekly fee below	\$0.00	\$0.00	100%	T	No charge for Puslinch Community Centre rentals
Electronic Sign Advertising	Per Week	\$0.00	\$32.64	\$4.24	\$36.88	100%	T	No charge for Puslinch Community Centre rentals