



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
SEPTEMBER 22, 2021 PUBLIC INFORMATION MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

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## **A G E N D A**

**DATE:** Wednesday September 22, 2021

**PUBLIC INFORMATION MEETING:** 7:00 P.M.

### **Order of Business:**

**1. Proposed 2022 User Fees and Charges By-law**

Presentation by:

Mary Hasan, Director of Finance/Treasurer

# Proposed 2022 User Fees and Charges Public Meeting

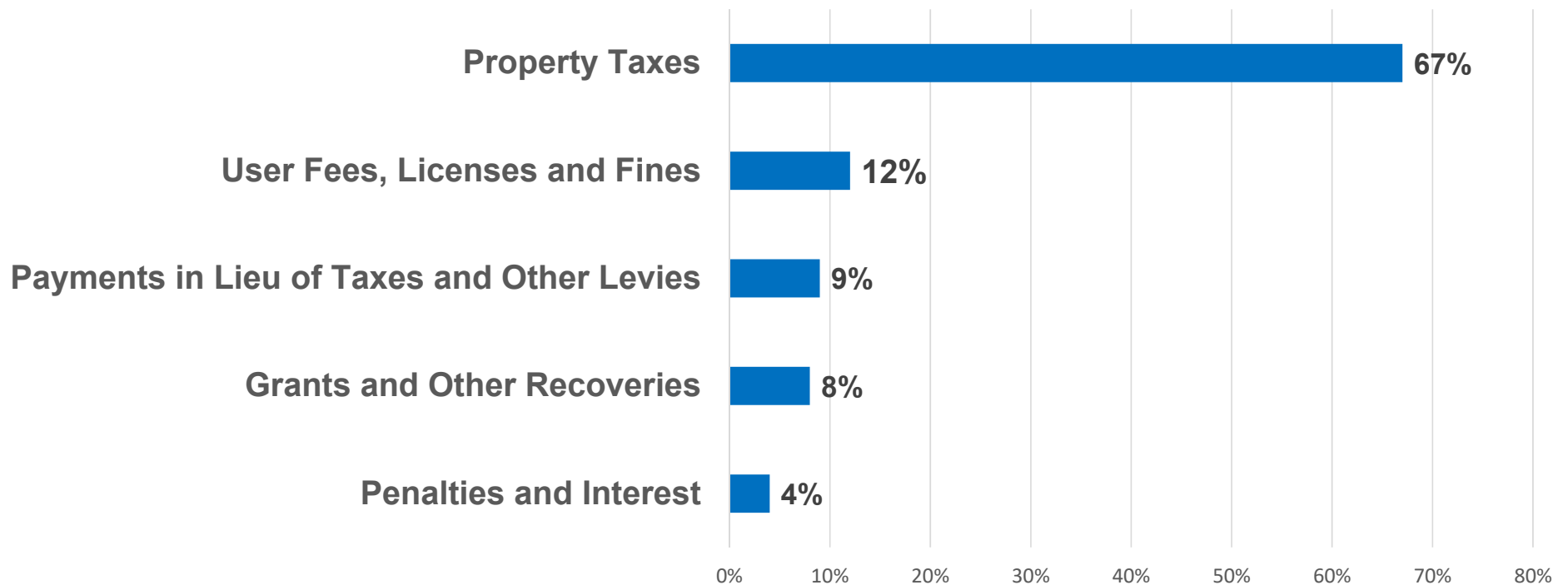
September 22, 2021



# Tonight we will discuss...

1. Where do Township revenues come from?
2. Why do we collect user fees?
3. What changes are being proposed for 2022?
4. Feedback from the public.

# Where do Township Revenues come from?



# User fees are an important input into the Operating Budget

- June 29, 2021 - Council Objectives – Direction to Staff
- August/September 2021 – Budget Development by Department Heads
- September 22, 2021 – User Fee Public Meeting
- October 27, 2021 – Present 1<sup>st</sup> Draft Capital/Operating Budget to Council
- November 17, 2021 – Present 2<sup>nd</sup> Draft of Capital/Operating to Council
- January 2022 - Public Information Meeting – Budget Input
- February 2022 – Council Adoption of 2022 Budget

# Why do we collect User Fees?

- Primary reason: to allocate costs for specific services to the users of those services
- Most services are not full cost recovery, the share of the recovery depends on fair market costs and the service levels set by Council.
- The Building Department is legislatively mandated to be fully funded from building permit fees.
- The Planning Act stipulates that planning application fees be designed to meet only the anticipated costs to the Township.

# What changes are being proposed for 2022?

- The changes have been proposed to:
  - Closely reflect the actual cost for providing the service while keeping in line with comparator municipalities
  - Adjust based on the 2022 projected Consumer Price Index (CPI) inflation rate of 2.0%

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# Administration

- Establish Fee - Routine Disclosure – Change fee from \$7.50 for the initial request to \$5.00 for the initial request.



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# Public Works

- Incorporation of a \$1,000 deposit for all entrance permit applications. The deposit will be fully refundable upon completion of the entrance and pending no damages to the roadway.

# Planning and Development

- Increase Telecommunication Tower Proposal fee from \$2,331 to 2,600 in order to recover the costs associated with the service.

# By-law

- Removal of Discharge of Firearms Exemption Fee
  - As directed by Council at its September 1, 2021 Council Meeting, it is recommended that no fee be established at this time.
- Kennel License
  - Replace the existing fee of \$193 with the following kennel license categories for cost recovery purposes based on the varying requirements for the types of applications (in accordance with By-law No. 024-2021)
    - New kennel application - \$500
    - Renewal kennel application - \$200; and
    - Retiring kennel application - \$75

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# Parks and Optimist Recreation Centre Cancellation Terms

- Current cancellation terms is that a full refund is provided where 72 hours or 3 days' notice of cancellation is given.
- Recommend the cancellation terms for rentals of eight or more bookings be changed in that a refund of 80 percent be provided where 30 days' notice of cancellation is given.

# Tennis Courts

- Establishment of a per hour fee structure consistent with the fee structure implemented effective January 1, 2018 for baseball and soccer rentals.
- It is recommended that the proposed fees for tennis court rentals be implemented as follows and be based on a per hour of usage:
  - \$20.00/hour – No Lights
  - \$5.00/hour – No Lights - 75% reduced rate
  - \$2.00/hour – No Lights – 90% reduced rate
  - \$30.00/hour – Lights
  - \$7.50/hour – Lights - 75% reduced rate
  - \$3.00/hour – Lights – 90% reduced rate

Questions or  
Comments?



