



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
OCTOBER 3, 2023 RECREATION ADVISORY COMMITTEE MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &  
IN-PERSON AT THE MUNICIPAL OFFICE –  
7404 WELLINGTON RD 34, PUSLINCH

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## **AGENDA**

**DATE:** October 3, 2023

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

**≠ Denotes resolution prepared**

**1. Call the Meeting to Order**

**2. Roll Call**

**3. Moment of Reflection**

**4. Confirmation of the Agenda ≠**

**5. Disclosure of Conflict of Interest**

**6. Delegations**

6.1. Delegation by Bruce Joy, Puslinch Minor Soccer, regarding Puslinch Minor Soccer

**7. Consent Agenda ≠**

7.1. May 16, 2023 Recreation Advisory Committee Minutes

7.2. 2024 Proposed User Fees and Charges

7.3. Resolution 2023-223 Seniors Active Living Centres Program Expansion



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7.4. Facility Revenues and previous year comparators for May 1, 2023 to August 31, 2023

- a) Aberfoyle Baseball Diamond
- b) Aberfoyle Soccer Pitch
- c) Aberfoyle Horse Paddock
- d) Badenoch Soccer Pitch
- e) Morriston Meadows Baseball Diamond
- f) Morriston Meadows Picnic Pavilion
- g) Old Morriston Park Baseball Diamond
- h) Optimist Recreation Centre Gym
- i) Optimist Recreation Centre Rink
- j) Puslinch Community Centre Alf Hales Room
- k) Puslinch Community Centre Archie MacRobbie Hall
- l) Puslinch Community Centre Kitchen

**8. Reports ≠**

- 8.1. Report – REC-2023-010 – Proposed Amendment to the Recreation Advisory Committee Terms of Reference
- 8.2. Report – REC-2023-011 – Proposed 2024 Recreation Advisory Committee Meeting Schedule
- 8.3. Report – REC-2023-012 – Committee Goals and Objectives Training
- 8.4. Report – REC-2023-013 – 2022-2026 Committee Goals and Objectives
- 8.5. Report – REC-2023-014 – Proposed 2024 Recreation Advisory Committee Budget
- 8.6. Verbal Report – Parks Master Plan Update – Director of Public Works, Parks and Facilities

**9. Correspondence**

**10. Announcements**

**11. Notice of Motion**

**12. New Business**

**13. Adjournment ≠**

**From:** [Township of Puslinch](#)  
**To:** [Laura Emery](#)  
**Subject:** New Entry: Delegate Request  
**Date:** Wednesday, September 20, 2023 9:52:29 AM

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**Type of Meeting**

Recreation Advisory Committee

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**Meeting Date**

October 3, 2023

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**How many delegates are requesting to make this presentation?**

One (1)

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**Type of Delegation**

This is a request to delegate on a general topic

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**Type of Presentation**

This request is to present a verbal delegation

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**Type of Attendance**

In person

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**Name of Delegate**

Bruce Joy

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**Mailing Address of Delegate**

[REDACTED]

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**Phone Number of Delegate**

[REDACTED]

---

**Email Address of Delegate**

[REDACTED]

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**Purpose of delegation (state position taken on issue, if applicable)**

Introduction of PMSC to new Comittee members  
Field availability re Recreation & Parks Master Plan

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**A formal presentation is being submitted to accompany the delegation**

Yes

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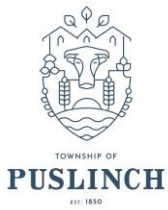
**The delegation will require the use of audio-visual equipment (power point presentation)**

Yes

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**Acknowledgement**

I (we) have read, understand and acknowledge the Rules and Procedures relating to Delegations as prescribed by the Procedural By-law 2022-046.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
MAY 16, 2023 RECREATION ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**MINUTES**

**DATE:** May 16, 2023

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

The May 16, 2023 Recreation Advisory Committee was held on the above date and called to order at 7:04 p.m. via in person participation at the Puslinch Community Centre at 23 Brock Rd S., and via electronic participation.

**1. CALL THE MEETING TO ORDER**

**2. ROLL CALL**

**Attendance:**

Councillor Jessica Goyda  
Mary Christidis  
Joanna Jefferson  
Vince Klimkosz  
Stephanie McCrone

**Staff in Attendance:**

Justine Brotherston, Deputy Clerk  
Lisa Madden, Communications and Committee Coordinator  
Mary Hasan, Director of Finance and Taxation  
Sarah Huether, Taxation and Customer Service Supervisor  
Mike Fowler, Director of Public Works, Parks and Facilities

**3. MOMENT OF REFLECTION**

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2023-010:**

Moved by Vince Klimkosz and  
Seconded by Joanna Jefferson

**That the Recreation Advisory Committee approves the May 16, 2023 Agenda as circulated.**

**CARRIED.**



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**5. DISCLOSURE OF CONFLICT OF INTEREST**

None

**6. DELEGATIONS**

6.1. Delegation by Chelsey MacPherson regarding Report REC-2023-008

6.2. Delegation by Talia Wineberg and Xander Wineberg regarding Report REC-2023-008

**Resolution No. 2023-011:**

Moved by Stephanie McCrone and  
Seconded by Vince Klimkosz

**That the individual delegations from Chelsey Macpherson and Talia Wineberg be received for information.**

**CARRIED.**

**7. CONSENT AGENDA**

7.1 September 20, 2022 Recreation Advisory Committee Minutes

7.2 Facility Revenues and previous year comparators for February 1, 2023 to April 30, 2023

**Resolution No. 2023-012:**

Moved by Mary Christidis and  
Seconded by Joanna Jefferson

**That Consent Agenda items 7.1-7.2 listed for the May 16, 2023 Recreation Advisory Committee Meeting be received for information.**

**CARRIED.**

**8. COMMITTEE AND STAFF REPORTS**

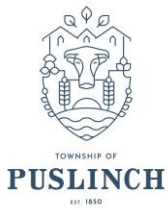
8.1 Report – REC-2023-007 – Budget and Finance Training

**Resolution No. 2023-013:**

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

**That staff report REC-2023-007 entitled Finance and Budget Training be received for information.**

**CARRIED.**



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8.2 Report – REC-2023-008 – Youth Advisory Committee Delegations

**Resolution No. 2023-014:**

Moved by Joanna Jefferson and  
Seconded by Mary Christidis

**That staff report REC-2023-008 entitled ‘Youth Advisory Committee Delegations’ be received for information, and further;**

**That the Recreation Advisory Committee approve a budget redirection of \$150.00 for advertising the Youth Advisory subcommittee projects.**

**CARRIED.**

8.3 Report – REC-2023-009 – 2022-2026 Committee Goals and Objectives

**Resolution No. 2023-015:**

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

**That staff report REC-2023-009 entitled 2022-2026 Recreation Committee Goals and Objectives be received for information; and,**

**That the Committee approves the 2022-2026 Recreation Advisory Committee Goals/Objectives as presented for Council’s endorsement at a future Council meeting; and,**

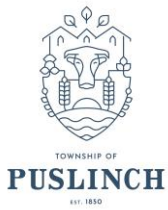
**That the following Committee Members be appointed to the Recreation Facilities Promotion Sub-Committee:**

- i. Joanna Jefferson
- ii. Stephanie McCrone; and,

**That the following Committee Members be appointed to the Fundraising Opportunities for the Parks Revitalization Projects Sub-Committee:**

- i. Vince Klimkosz and,
- ii. Mary Christidis

**That the following Committee Members be appointed to the Fundraising opportunities for Puslinch Community Centre Electronic Sign Replacement Sub-Committee:**



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- i. Vince Klimkosz and,
- ii. Mary Christidis

**That the following Committee Members be appointed to the Engagement Opportunities Sub-Committee**

- i. Councillor Goyda; and,
- ii. Joanna Jefferson

**CARRIED.**

8.4 Verbal update regarding attendance at the PRO Education Forum Conference

**Resolution No. 2023-016:**

Moved by Stephanie McCrone and  
Seconded by Vince Klimkosz

**That the verbal update from Mary Christidis regarding attendance at the PRO Education Forum Conference be received for information; and,**

**That the presentation by Mary Christidis be forwarded to the Youth Advisory Committee for information.**

**CARRIED.**

8.5 Verbal update – Parks Master Plan Update – Director of Public Works, Parks and Facilities

**Resolution No. 2023-017:**

Moved by Joanna Jefferson and  
Seconded by Vince Klimkosz

**That the verbal update from Mike Fowler, Director of Public Works, Parks and Facilities be received for information.**

**CARRIED.**

**9. CORRESPONDENCE**

None





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**10. ANNOUCEMENTS**

Councillor Goyda announced that there is a Bike Rodeo being held on June 3, 2023 at 7404 Wellington Road 34 (Puslinch Township Office). She provided a reminder that pre-registration must be completed by May 28, 2023.

**11. NOTICE OF MOTION**

None

**12. NEW BUSINESS**

None

**13. ADJOURNMENT**

**Resolution No. 2023-018:**

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

**That the Recreation Advisory Committee hereby adjourns at 8:48 p.m.**

**CARRIED.**



## **REPORT FIN-2023-025**

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TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: August 16, 2023

SUBJECT: 2024 Proposed User Fees and Charges  
File No. C11 FIN

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### **RECOMMENDATIONS**

**THAT Report FIN-2023-025 entitled 2024 Proposed User Fees and Charges be received; and**

**That Council directs staff to proceed with holding a Public Meeting on September 27, 2023 at 7:00 p.m. to obtain public input on the proposed User Fees and Charges By-law as outlined in Schedule A to Report FIN-2023-025; and**

**That staff report back to Council with the results of the Public Meeting.**

### **Purpose**

The purpose of this report is to provide Council with the proposed changes to the User Fees and Charges By-law and to obtain direction from Council to proceed with holding a Public Meeting to solicit input on the proposed User Fees and Charges. This report is prepared in consultation with Township staff within all Township departments.

### **Background**

In addition to property tax revenues, municipalities may charge for goods and services, such as recreational rentals, development applications, building permits, etc. through authority which is set and approved by a By-law adopted by Council.

**Budget Development and Control Policy**

Clause 5 of the Budget Development and Control Policy includes information regarding User Fees and Charges as outlined below:

- i. User fees and charges shall be automatically adjusted annually based on the CPI for Ontario from May to May.*
- ii. When recommending a new user fee and charge or where the pressure on user fees and charges indicates an alternate rate change over and above the CPI inflation rate to ensure tax subsidization does not increase, the Township will consider changes to the user fees and charges that closely reflect the actual cost for providing the service while keeping in line with comparator municipalities.*

The CPI for Ontario from May 2022 to May 2023 is 3.10%. The proposed fees outlined in Schedule A to Report FIN-2023-025 have been established or amended to closely reflect the actual cost for providing the service including CPI increases of 3.10% while keeping in line with comparator municipalities.

Outlined below are the proposed changes to the fees by department (excluding those fees that have been automatically increased by the CPI of 3.10%.

Administration

*Doors of Puslinch Poster*

Council approved the Heritage Advisory Committee’s Doors of Puslinch Posters initiative as part of the 2023 Operating Budget. The fees as presented to Council as part of the 2023 Operating Budget have been incorporated in Schedule A of the proposed User Fees and Charges By-law.

Fire and Rescue Services

It is recommended that the following fees in Schedule D of the proposed User Fees and Charges By-law be removed for the following reasons:

Type of Revenue/User	Unit/Descr	2023 Rate (NO TAX)	Rationale for Removal
Boarding or Barricading Plus Materials		\$543.03 Per Hour Per Truck	Based on review of Township financial records, the Township has not collected this fee since at least 2014. It is recommended that this fee be removed because this is a service that the property owner’s insurance company performs.

Carbon Monoxide Alarms	Per Alarm	\$22.00	Based on review of Township financial records, the Township has not collected these fees since they were established in 2020. It is recommended that these fees be removed as the fees causes a barrier to public life safety.
Smoke Alarms	Per Alarm	\$8.14	

Building

The Building Code Act requires that the total amount of building permit fees meet the total costs for the municipality to administer and enforce the Building Code Act and regulations. Building permit fees were established to fully recover the Township’s cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a reserve, to be drawn upon in years of declining building activity.

The Township’s Building Surplus reserve balance from 2019 to 2022 is outlined below:

	2019	2020	2021	2022
Building Reserve	\$593,667	\$529,693	\$601,700	\$623,909

The Building department ended 2022 with an operating surplus of \$39,060 (2022 revenues of \$572,025 less 2022 expenditures of 532,965). The surplus of \$39,060 was transferred to the Building Surplus Reserve.

The Building department expenditures include an allocation of administrative overhead/indirect costs. Essentially, the Building Surplus Reserve is doing exactly what it was intended for (ie. providing funds to pay for years where the current building permit fees are not covering the current work). Many municipalities aim for a building reserve equal to 1.5 years of operating costs. The building department’s budgeted 2023 operating expenditures is \$643K.

Based on the above, it is recommended that the fees in the Building department appendices be increased by the CPI inflation rate of 3.10% for cost recovery purposes similar to other departments.

Planning and Development

At its meeting held on May 24, 2023, Council directed staff to proceed with the recruitment for the full-time permanent position of Senior Planner for the Township. As detailed in Report ADM-2023-024, the recruitment of a dedicated Senior Planner for the Township would result in the Township no longer paying disbursements and third party consulting fees to the County of Wellington (County) for their planning services related to the processing of Township planning

applications. For 2023 planning applications received (prior to a successful recruitment of a Township Senior Planner), the Township separately invoiced applicants for the County’s fees.

As a result of the change in service levels, the Township will no longer be required to send Township planning applications received to County staff for review. Therefore, County planning fee disbursements would not be required and the Township would no longer be required to separately invoice applicants for third party disbursement and consultant costs related to the County planning services. Therefore, the following administration fees in Schedule F of the proposed User Fees and Charges By-law have been adjusted to reflect this change in service delivery model:

Type of Revenue/User	Unit/Descr	2023 Rate (NO TAX)	County 2023 Rate (NO TAX)	2024 Rate (NO TAX)
Lifting of Holding Designation (Zoning) *	Administration fee	\$668.00	\$760 (Meeting Charge and Hourly Rate)	\$1,472
Part Lot Control Exemption By-law *	Administration fee	\$667.00	\$760 (Meeting Charge and Hourly Rate)	\$1,472
Pre-Consultation Fee - Mandatory *	Administration fee	\$686.00	\$335 (Meeting Charge)	\$1,052
Site Plan Application *	Administration fee	\$1,500.00	\$2,500.00	\$4,124.00
Zoning By-Law Amendment - Aggregate *	Administration fee	\$17,111.00	\$7,180.00	\$25,044.00
Zoning By-Law Amendment *	Administration fee	\$2,500.00	\$7,180.00	\$9,980.00

\* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.

By-law

*Kennel Licence - Alteration Application*

It is recommended that a new fee be established of \$222 for a Kennel Licence – Alteration Application. The fee recommended is the same as a Kennel Licence – Renewal Application and is for the cost recovery associated with this service.

*Site Alteration Permit Application - Normal Farm Practices*

It is recommended that an administration fee be established of \$103 for Site Alteration Permit Application – Normal Farm Practices. The fee recommended is for the cost recovery associated with this service.

## Parks

### *Soccer Field – Lights – Per Hour and Per Day Fees*

It is recommended that a separate higher hourly fee and daily fee be established for the soccer field (with lights) that was recently constructed as outlined in Schedule H of the proposed User Fees and Charges By-law. The fee recommended is for the cost recovery associated with this service.

Outlined below are the comparator municipality additional light fees for soccer fields:

- Cambridge - \$84.53 per hour
- Guelph Eramosa - \$31.41 per hour
- Milton - \$20.55 per hour
- Wellington North - \$16.50 per hour

Guelph's total hourly fee for a lighted soccer field is \$38.00 per hour. Therefore, it is recommended that the Township's total hourly soccer field with lights fee be similar as proposed in Schedule H of the proposed User Fees and Charges By-law. The same increase is recommended to be applied to the daily soccer field light fee.

## Puslinch Community Centre (PCC)

### *Facility Rental Security Deposit - Meeting Room Only*

It is recommended that the Facility Rental Security Deposit - Meeting Room Only amount of \$365 also be applied to Kitchen Facility Only rentals.

### *Non-Resident Rentals*

Council at its meeting held on October 16, 2019 through Council Resolution No. 2019-355 adopted the non-resident surcharge for PCC rentals for a period of 12 months with staff being required to report back on the impacts of the new fee structure on revenues.

Due to the COVID-19 pandemic, the PCC was closed from March 2020 and reopened in May 2022. As there is now more financial data available related to the non-resident surcharge impacts, staff are reporting back on this in accordance with Council's previous direction.

Outlined in the table below is a comparison of total revenues recorded in the financial system related to the PCC for 2019 (prior to COVID closures) and 2023 projected based on revenues recorded in the financial system as of June 30, 2023:

Time Period	PCC – Hall – Commercial	PCC – Hall – Non-Prime	PCC – Hall – Prime	PCC – Kitchen – Non-Prime	PCC – Licensed Events Using Patio	PCC – Meeting Room	PCC – Other Recoveries	Total
2019	\$1,547	\$19,969	\$29,365	\$3,143	\$285	\$13,427	\$956	<b>\$68,692</b>
2023 – Projected	\$0	\$24,296	\$21,224	\$2,878	\$0	\$11,568	\$5,386	<b>\$65,352</b>

It is recommended that the non-resident surcharge for PCC rentals remain in place. This is in accordance with staff’s previous recommendation to Council in Report FIN-2019-031 dated October 16, 2019.

**Financial Implications**

The fees approved as part of the User Fees and Charges By-law will be incorporated in the 2024 Operating Budget.

**Applicable Legislation and Requirements**

Section 391(1) of the Municipal Act

Section 7(1) of the Building Code Act

Section 69 of the Planning Act

**Engagement Opportunities**

The Township will incorporate a number of engagement opportunities associated with the 2024 Proposed User Fees and Charges process as outlined below:

- Recreation Advisory Committee Input
- Social Media Posts and/or Advertisements at [Facebook.ca/TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch) and [Twitter.com/TwpPuslinchON](https://twitter.com/TwpPuslinchON)
- Community Engagement Survey at [EngagePuslinch.ca](https://www.engagepuslinch.ca)
- Township Website Banner and Budget Page at [puslinch.ca/government/budget/](https://www.puslinch.ca/government/budget/)
- Wellington Advertiser Advertisement
- Public Information Meeting
- Media releases related to [EngagePuslinch.ca](https://www.engagepuslinch.ca) survey.

**Attachments**

Schedule A: Proposed User Fees and Charges By-law

**Respectfully submitted:**

**Mary Hasan**  
**Director of Finance/Treasurer**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO 0XX-2023

A by-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property, and to repeal By-law 042-2022.

**WHEREAS** Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality may pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board, and for the use of its property including property under its control; and

**WHEREAS** Section 7(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, provides that a municipality may pass By-laws imposing fees and charges; and

**WHEREAS** Section 69 of the Planning Act, R.S.O. 1990, c.P.13, as amended provides that the Council of a municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters; and

**WHEREAS** The Council of the Corporation of the Township of Puslinch deems it appropriate to update the Township's User Fees and Charges By-law.

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch enacts as follows:

1. For the purpose of this By-law:
  - a.) **"Cost(s)"** means any and all disbursements incurred by the municipality, and includes, but is not restricted to, any registration costs, title search costs, corporate search costs, survey costs, reference plan costs, advertising costs, outside counsel fees, paralegal fees, site inspection costs and any applicable taxes;
  - b.) **"Fire Department"** means a fire department established by the Township of Puslinch in accordance with the provisions of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 as amended;
  - c.) **"Fire Department Specific Response Fees"** means cost recovery fees for **fire department** attendance at a **property** for which the **property owner(s)** have **fire department** insurance coverage;
  - d.) **Indemnification Technology®** shall mean **fire department** incident reporting, data collection and **property** insurance policy wording interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;
  - e.) **"Property"** means any real property located within the geographical boundaries of the Township of Puslinch. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided. Real property can also include **property** to which the **fire department** is under a service agreement to provide **fire department** response services, automatic aid or mutual aid.
  - f.) **"Property Owner(s)"** means the registered owner of **property** or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the **property** or any portion thereof;
  - g.) **"Township"** means the Corporation of the Township of Puslinch.

2. The fees, costs and charges, as outlined in the schedules attached hereto and forming part of this By-law shall be automatically adjusted annually based on the Consumer Price Index for Ontario from May to May.
3. Any person requesting, applying or utilizing the services, applications or approvals listed in the attached schedules and forming part of this By-law shall pay the fees listed for that service, application or approval as set out in the attached schedules.
4. These fees, **costs**, and charges are applicable to residents and non-residents at the rates noted unless there is a specified exemption in the attached schedules.
5. No request by any person for a service, application or approval listed in the attached schedules shall be acknowledged or performed by the **Township** unless and until the person requesting the service, application or approval has paid the fees, **costs** or charges as set out in the attached schedules, unless noted otherwise.
6. All **Township** accounts and invoices are due and payable when rendered.
7. All unpaid fees, **costs** or charges imposed by this By-law on a person constitute a debt of the person to the **Township**.
8. The Treasurer shall add the fees, **costs** and charges imposed pursuant to this By-law to the tax roll for any **property** in the **Township** for which all of the **property owners** are responsible for paying the fees, **costs** and charges under this By-law and collect them in the same manner as municipal taxes in accordance with Section 398 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended.
9. If peer or legal review **costs** are incurred by the **Township** in the processing of an application or approval by the **Township**, the applicant is required to pay these **costs** to the **Township**. The following are the applications or approvals subject to peer or legal review **costs**:
  - a. Agreements – Major, Minor, Registered
  - b. Garden Suites and Renewals (Zoning)
  - c. Lifting of Holding Designation (Zoning)
  - d. Minor Variance – Type 1 and Type 2
  - e. Part Lot Control Exemption By-law
  - f. Pre-Consultation Fee - Mandatory
  - g. Site Alteration Permit Application
  - h. Site Plan Application
  - i. Zoning By-law Amendment
  - j. Zoning By-Law Amendment – Aggregate
10. The **Township** is not obligated to further process an application or approval until all outstanding third party **costs**, fees and other disbursements have been paid by the applicant.
11. The fees, **costs** and charges listed in the schedules to this By-law shall, where applicable, be subject to any applicable provincial and federal taxes.
12. Any fee, **cost** or charge:
  - a. authorized by a by-law or council resolution that comes into effect on the same or a later date than this By-law; or
  - b. included in a valid agreement entered into by the **Township** and one or more other parties,shall be the approved and imposed fee, **cost** or charge for the service, activity or use of **property** specified.
13. The payment of any fee, **cost** or charge in this By-law shall be in Canadian currency.

14. The following Schedules form part of this By-law:

Schedule	Department
A	Administration
B	Finance
C	Public Works
D	Fire and Rescue Services
E	Building
F	Planning and Development
G	By-law
H	Parks
I	Optimist Recreation Centre
J	Puslinch Community Centre

15. The fees, **costs** and charges, as outlined in the schedules attached hereto and forming part of this By-law, shall be implemented and take effect on January 1, 2024.

#### **Fire Department Specific Response Fees**

16. The **property owner** shall be responsible for the payment of **fire department specific response fees** imposed by this By-law in accordance with Schedule D attached to this By-law.

17. The **Township** may use **Indemnification Technology®** to assess applicable insurance coverage for **fire department specific response fees**.

18. Where the **Township** believes and/or **Indemnification Technology®** indicates **fire department specific response fees** are applicable but the **property owner** does not have, in part or in full, insurance coverage for **fire department** charges for the **property**, the **Township** may adjust the **fire department specific response fees** to the extent of insurance coverage upon provision by the **property owner** of evidence, to the satisfaction of the **Township**, that no such insurance coverage exists or to demonstrate the limits of such coverage.

#### **Cancellation Terms – Parks, Optimist Recreation Centre, Puslinch Community Centre**

19. A refund of 80 percent will be provided where 30 days' notice of cancellation is given prior to the rental date for the following:

- a. Puslinch Community Centre rentals.
- b. Parks and Optimist Recreation Centre rentals of eight or more bookings.

20. A full refund will be provided where 72 hours or 3 days' notice of cancellation is given prior to the rental date for Parks rentals and Optimist Recreation Centre rentals.

#### **Payment Terms – Parks, Optimist Recreation Centre, Puslinch Community Centre**

21. One-Time Rentals - Payment is required within five business days of contract creation.

22. Recurring Rentals Throughout the Year - Payment is required on a quarterly basis. The first payment is required within five business days of contract creation. Future payments are required quarterly.

23. Recurring Seasonal Bookings - Payment is required in two instalments. The first payment is required within five business days of contract creation. The second payment is required halfway through the season.

#### **Exemptions, Fee Waivers, Fee Reductions**

24. Government organizations are exempt from the agreement fees imposed by this By-law.

25. The Optimist Club of Puslinch is exempt from the photocopy fees imposed by this By-law for **Township** Clean-up and Remembrance Day.
26. The following events are exempt from the rental fees imposed by this By-law:
- a. Fall Fair
  - b. Santa Claus Parade
  - c. Canada Day
  - d. Family Day
  - e. Remembrance Day
27. The Winter Classic Tournament held during the Family Day Long Weekend including events held on the statutory holiday are exempt from the payment of rental fees with the exception of part-time staffing **costs**.
28. The following requests are not eligible for a fee reduction or waiver:
- a. Religious services
  - b. Licences, development charges, cash in lieu of parkland, planning fees, permits, inspections, insurance, personnel costs
29. Eligible organizations can obtain one complimentary two-hour room rental for one meeting during non-prime times in the Meeting Room.
30. Usage of **Township** property must comply with the **Township**'s requirements including necessary insurance, permits and approvals within the required timelines.
31. Reduced rates are not offered during prime-time for facilities or parks that have a prime-time and non-prime time rate.
32. A 75% reduced rate shall apply to organizations that meet the eligibility criteria.
33. A 90% reduced rate shall apply to Seniors' Events or Programs.
34. A 90% reduced rate shall apply to Whistle Stop Co-operative Pre-school and Guelph Community Health Centre (The Playgroup).

#### **Reduced Rate Eligibility Criteria**

35. Organizations applying for a reduced rate must meet the following eligibility criteria:
- a. Be in existence for at least one year; and
  - b. have its principal address in the **Township**; and
  - c. be a not-for-profit organization or an unincorporated community group; and
  - d. offer services that benefit the **Township** and its residents; and
  - e. be in good financial standing with the **Township** and not in litigation with the **Township**; and
  - f. be in compliance with any other **Township** by-laws and policies.

For the purposes of this By-law, 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.

36. For the purposes of this By-law, services that benefit the **Township** and its residents include:
- a. Charitable community services
  - b. Artistic endeavours, including literature, dance, music, theatre, painting, sculpture, movies, photography and live performances
  - c. Specific cultural and heritage activities

- d. Programs that improve the health and well-being of the community
- e. Programs that encourage participation in organized athletic activities
- f. Services or events directed for youth and older adults
- g. Public safety enhancement services

37. The following organizations are not eligible for a reduced rate:

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

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

- a. A copy of the letters patent or articles of incorporation, if applicable.
- b. 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.
- c. A copy of mandate, constitution and by-laws, as applicable.

39. Should any part of this By-law including any part of the schedules, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, such invalid part of the By-law shall be severable and that the remainder of this By-law including the remainder of the Schedules, as applicable, shall continue to operate and to be in force and effect.

40. This By-law shall be known as the "User Fees and Charges By-law".

41. That By-law No. 042/22 is hereby repealed, effective January 1, 2024.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XX<sup>th</sup> DAY OF OCTOBER 2023.**

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James Seeley, Mayor

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Courtenay Hoytfox, Clerk

**SCHEDULE A: ADMINISTRATION REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Agreements - Major - Not Registered *</b>	Administration fee	\$569.00	<b>\$586.00</b>	\$0.00	\$586.00	3.0%	E	For recovery of the costs of facilitating and preparing agreements, ie. a lease agreement on Township lands.
<b>Agreements - Minor - Not Registered *</b>	Administration fee	\$284.00	<b>\$292.00</b>	\$0.00	\$292.00	2.8%	E	For recovery of the costs of facilitating and preparing agreements, ie. miscellaneous agreements.
<b>Agreements - Registered *</b>	Administration fee	\$871.00	<b>\$898.00</b>	\$0.00	\$898.00	3.1%	E	For recovery of the costs of facilitating and preparing agreements, ie. an encroachment agreement or a conditional building permit.
<b>Doors of Puslinch Poster</b>	Per Poster	N/A	<b>\$17.70</b>	\$2.30	\$20.00	100.0%	T	See Report FIN-2023-025.
<b>Freedom of Information</b>	Charged at the rate permitted per the legislation.						E	Regulated by Statute - See Report FIN-2017-024.
<b>Routine Disclosure</b>	Per Request	\$5.00	<b>\$5.00</b>	\$0.00	\$5.00	0.0%	E	Note 1
<b>Signature of Commissioner</b>	Per Document	\$22.81	<b>\$23.51</b>	\$3.06	\$26.57	3.1%	T	
<b>Third Party Cost Recovery</b>	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2020-034
* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.								
<b>Note 1: Routine Disclosure</b>								
Applies to records that may not be subject to the Municipal Freedom of Information and Protection of Privacy Act and may include but are not limited to the following types of record requests:								
*building drawings, septic drawings, surveys, occupancy permits, Committee of Adjustment or PDAC records, environmental records, site plan records, detailed financial records/invoices and Council records that are not available in a digital format (agendas and minutes) \$5.00 per request including the first 15 minutes of search time; \$7.50 shall be charged for each additional 15 minutes spent by Township staff to search for the records.								

**SCHEDULE B: FINANCE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS	
<b>Online Service Fee</b>	Total Transaction Amount	1.75 Percent	<b>1.75 Percent</b>			0.0%	E	In accordance with Visa and Mastercard merchant recommendations. See Report FIN-2022-029	
<b>Photocopy</b>	Per Page	\$0.30	<b>\$0.31</b>	\$0.04	\$0.35	3.3%	T	Photocopy fees are exempt for Township Clean-up and Remembrance Day in accordance with Council Resolution No. 2017-363.	
<b>Returned Cheque Fee</b>	Per Returned Cheque	\$43.12	<b>\$44.00</b>	\$0.00	\$44.00	2.0%	E	For any cheques that do not clear the Township's bank account.	
<b>Tax Certificate</b>	Per Certificate	\$64.68	<b>\$66.00</b>	\$0.00	\$66.00	2.0%	E		
<b>Tax Sale Charges</b>	Actual costs incurred							T	Cost recovery of fees and disbursements as charged by consultants and solicitors.
<b>Third Party Cost Recovery</b>	Actual costs incurred + \$100.00 cumulative administration fee for all invoices							T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2022-029.
<b>Tile Drainage Loan Application and Inspection Fee</b>	Flat Fee	\$227.61	<b>\$234.00</b>	\$0.00	\$234.00	2.8%	E	See Report FIN-2018-028	

**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Entrance Permit - Commercial/Industrial</b>	Flat Fee	\$446.00	<b>\$460.00</b>	\$0.00	\$460.00	3.1%	E	See Report FIN-2019-027 and By-law No. 2020-032
<b>Entrance Permit - Farm</b>	Flat Fee	\$241.00	<b>\$248.00</b>	\$0.00	\$248.00	2.9%	E	See By-law No. 2020-032
<b>Entrance Permit - Field/Woodlot</b>	Flat Fee	\$223.00	<b>\$230.00</b>	\$0.00	\$230.00	3.1%	E	See Report FIN-2019-027 and By-law No. 2020-032
<b>Entrance Permit - Residential</b>	Flat Fee	\$268.00	<b>\$276.00</b>	\$0.00	\$276.00	3.0%	E	See Report FIN-2019-027
<b>Entrance Permit - Temporary</b>	Flat Fee	\$165.00	<b>\$170.00</b>	\$0.00	\$170.00	3.0%	E	See By-law No. 2020-032
<b>Entrance Permit Deposit</b>	Per Application	\$1,000.00	<b>\$1,000.00</b>	\$0.00	\$1,000.00	0.0%	E	Deposit fully refundable upon completion of the entrance and pending no damages to the roadway. See Report FIN-2021-025
<b>Municipal Street Naming: Initial Application Review</b>	All costs associated with any third party review, if required.						T	This fee is applicable to all Municipal Street Naming and Renaming requests in accordance with the Municipal Street Naming Policy - See Report FIN-2022-029.
<b>Municipal Street Renaming: Application Notice Requirement</b>	Flat Fee	\$700.00	<b>\$722.00</b>	\$0.00	\$722.00	3.1%	E	This fee is applicable to Municipal Street Renaming requests that comply with the naming standards in accordance with the Municipal Street Naming Policy - See Report FIN-2022-029.
<b>Municipal Street Renaming: Aid Distribution Per Residential Property (if opted in) on the Street Proposed to be Renamed</b>	Flat Fee	\$200.00	<b>\$206.00</b>	\$0.00	\$206.00	3.0%	E	This fee is to be paid in full by the Requester for Municipal Street Renaming requests that comply with the naming standards - See Report FIN-2022-029.  This fee is to be shared equally by the Township and the Requester for Municipal Street Renaming requests that do not comply with the naming standards - See Report FIN-2022-029.



**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Municipal Street Renaming: Aid Distribution Per Legal Business (if opted in) on the Street Proposed to be Renamed</b>	Flat Fee	\$500.00	<b>\$515.00</b>	\$0.00	\$515.00	3.0%	E	This fee is to be paid in full by the Requester for Municipal Street Renaming requests that comply with the naming standards - See Report FIN-2022-029.  This fee is to be shared equally by the Township and the Requester for Municipal Street Renaming requests that do not comply with the naming standards - See Report FIN-2022-029.
<b>Municipal Street Renaming: Street Name Signage</b>	Per Sign	\$250.00	<b>\$257.00</b>	\$33.41	\$290.41	2.8%	T	This fee is applicable to Municipal Street Renaming requests that comply with the naming standards in accordance with the Municipal Street Naming Policy - See Report FIN-2022-029.
<b>Municipal Street Renaming: Street Name Signage Installation</b>	Flat Fee	\$100.00	<b>\$103.00</b>	\$13.39	\$116.39	3.0%	T	This fee is applicable to Municipal Street Renaming requests that comply with the naming standards in accordance with the Municipal Street Naming Policy - See Report FIN-2022-029.
<b>Municipal Street Renaming: Private Streets</b>	To a Maximum of	\$500.00	<b>\$515.00</b>	\$0.00	\$515.00	3.0%	E	Additional fees may be borne by the owner of a private street where the street re-naming requires the amendment of existing documents. Upon verification, the Township shall notify the requester of the additional fees and the Township and the requester shall each be responsible to pay 50% of the cost to a maximum of \$1,000 total (\$500 paid by the Township and \$500 paid by the requester). Any amount exceeding \$1000 shall be the responsibility of the private street owner.
<b>Oversize-Overweight Load Permits</b>	Per Trip	\$113.00	<b>\$116.00</b>	\$0.00	\$116.00	2.7%	E	

**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES**

**EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Third Party Cost Recovery</b>	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs

**SCHEDULE D: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Burning Permit Violations or Unauthorized Open Air Burning</b>	Note 1						E	Emergency responses to illegal burning or burning without a permit.
<b>Carbon Monoxide Alarms</b>	Per Alarm	\$22.00	<b>N/A removal of fee recommended</b>				T	See Report FIN-2023-025
<b>Daycare &amp; Home Daycare Inspections</b>	Per Inspection	\$113.26	<b>\$116.00</b>	\$15.08	\$131.08	2.4%	T	As mandated in the Fire Code.
<b>Emergency Responses to Incidents such as Collisions/Fires/Hazardous Material Releases on Roadways</b>	Note 1						E	Township residents are exempt from payment of fee for emergency responses where emergency occurs on a Township of Puslinch or County of Wellington Road.
<b>Fire Alarm False Alarm Calls</b>	Note 1						E	A false alarm call after the second false alarm in any calendar year.
<b>Fire Department Specific Response Fees</b>	Note 1 and Note 2						T	FIR-2019-010
<b>Fire Extinguisher Training</b>	Per Person	\$17.05	<b>\$17.58</b>	\$2.29	\$19.87	3.1%	T	
<b>Fire Safety Plan Review</b>	Per Plan	\$136.35	<b>\$140.00</b>	\$18.20	\$158.20	2.7%	T	
<b>Industrial/Commercial/Institutional /Assembly/Apartment</b>	Base Inspection	\$113.26	<b>\$116.00</b>	\$15.08	\$131.08	2.4%	T	Any inspections completed by the fire department that are new, complaint driven, requested or mandated.
<b>Industrial/Commercial/Institutional /Assembly/Apartment</b>	Plus each tenant/occupant/apartment unit	\$28.49	<b>\$29.00</b>	\$3.77	\$32.77	1.8%	T	Any inspections completed by the fire department that are new, complaint driven, requested or mandated.
<b>Information or Fire Reports</b>	Per Report	\$85.56	<b>\$88.00</b>	\$0.00	\$88.00	2.9%	E	Requested for emergency incidents.
<b>Key Boxes</b>	Per Box	\$168.43	<b>\$173.00</b>	\$22.49	\$195.49	2.7%	T	For rapid entry for firefighters. See Report FIN-2020-044.
<b>Occupancy Load</b>	Flat Fee	\$113.26	<b>\$116.00</b>	\$0.00	\$116.00	2.4%	E	
<b>Open Air Burning Permit Inspection Fee</b>	Per Inspection	\$45.64	<b>\$47.00</b>	\$6.11	\$53.11	3.0%	T	As a result of a request to modify the terms and conditions of the Open Air Burning Permit.
<b>Open Air Burning Permit</b>	Per Permit	\$22.77	<b>\$23.48</b>	\$0.00	\$23.48	3.1%	E	Permit must be renewed annually.
<b>Post Fire Watch</b>	Note 1						E	
<b>Replacement of Equipment and Resources Used</b>	Actual costs incurred						T	Materials used in emergency responses.

**SCHEDULE D: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Sale of Fireworks Permit	Per Permit	\$113.26	\$116.00	\$0.00	\$116.00	2.4%	E	
Setting Off or Discharge of High Hazard Fireworks Permit	Per Permit	\$113.26	\$116.00	\$0.00	\$116.00	2.4%	E	
Smoke Alarms	Per Alarm	\$8.14	<b>N/A removal of fee recommended</b>				T	See Report FIN-2023-025
Third Party Cost Recovery	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2022-029.
Water Tank Locks	Per Lock	\$20.24	\$20.87	\$2.71	\$23.58	3.1%	T	For locking water tank lids closed.
Special Events	No fee at this time							Requests for Attendance.
Authorized Requester Agreement - Search Fee	No fee at this time							Standard information product per record search fee - See Report FIN-2017-024.

**Note 1: Standard Rate as approved by the Ministry of Transportation (MTO) adjusted periodically in accordance with the consumer price index:**

**MTO rate in effect as of November 1, 2022: \$543.03 Per Hour Per Truck**

**MTO rate in effect as of November 1, 2023: Not released at time of by-law preparation.**

**MTO rate in effect as of November 1, 2024: Not released at time of by-law preparation.**

**Note 2: Fire Department Specific Response Fees**

**Fire department specific response fees** shall be the total of:

- a. Current MTO\* rate per unit per hour or portion thereof for each unit
- b. rate per person per hour or portion thereof for each firefighter
- c. other costs including but not limited to: foam, metered water, and any other consumable supplies. Air tank re-filling, cleaning equipment, DSPA or similar type units, cost to replace damaged or destroyed equipment, specialized response costs from automatic/mutual aid agreements, fire protection agreements, water bomber drops, etc.

\* The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each **fire department** vehicle attending, resources consumed in attendance to the **property** incident. The time shall be measured from the time of departure of each unit from the **fire department's** facilities to the time the unit is cleared for the next call out.

**SCHEDULE E: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS	
Minimum Permit Fee	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	For all work unless otherwise noted	
<b><u>NEW BUILDING, ADDITIONS, MEZZANINES</u></b>									
<b><u>Group A &amp; B: Assembly &amp; Care and Detention Buildings</u></b>									
Shell	Per Sq. Foot	\$2.75	<b>\$2.83</b>	\$0.00	\$2.83	2.9%	E	See Report FIN-2017-024	
Finished	Per Sq. Foot	\$3.07	<b>\$3.16</b>	\$0.00	\$3.16	2.9%	E	See Report FIN-2017-024	
<b><u>Group C: Residential Buildings</u></b>									
Houses, Townhouses, and Apartments	Per Sq. Foot	\$2.20	<b>\$2.26</b>	\$0.00	\$2.26	2.7%	E		
Manufactured Home	Per Sq. Foot	\$1.65	<b>\$1.70</b>	\$0.00	\$1.70	3.0%	E		
Garage/carport/shed/boathouse	Per Sq. Foot	\$0.87	<b>\$0.89</b>	\$0.00	\$0.89	2.3%	E	See Report FIN-2018-028	
Deck, porch, dock	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E		
<b><u>Group D &amp; E: Business and Personal Service and Mercantile Buildings</u></b>									
Shell	Per Sq. Foot	\$2.08	<b>\$2.14</b>	\$0.00	\$2.14	2.9%	E	See Report FIN-2017-024	
Finished	Per Sq. Foot	\$2.45	<b>\$2.52</b>	\$0.00	\$2.52	2.9%	E	See Report FIN-2017-024	
<b><u>Group F: Industrial Buildings</u></b>									
Shell	Per Sq. Foot	\$0.84	<b>\$0.86</b>	\$0.00	\$0.86	2.4%	E	See Report FIN-2017-024	
Finished	Per Sq. Foot	\$1.07	<b>\$1.10</b>	\$0.00	\$1.10	2.8%	E	See Report FIN-2017-024	
<b><u>Farm Buildings</u></b>									
New Building	Per Sq. Foot	\$0.35	<b>\$0.36</b>	\$0.00	\$0.36	2.9%	E	See Report FIN-2017-024	
<b><u>INTERIOR FINISHES AND ALTERATIONS - ALL CLASSIFICATIONS</u></b>									
Finishes to all areas	Per Sq. Foot	\$0.59	<b>\$0.60</b>	\$0.00	\$0.60	1.7%	E		
<b><u>SEWAGE SYSTEMS</u></b>									
New Installation	Flat Fee	\$709.00	<b>\$731.00</b>	\$0.00	\$731.00	3.1%	E		
Replacement or alteration	Flat Fee	\$532.00	<b>\$548.00</b>	\$0.00	\$548.00	3.0%	E		
<b><u>ALTERNATIVE SOLUTIONS</u></b>									
All buildings/systems within scope of Part 9	Flat Fee	\$569.00	<b>\$586.00</b>	\$0.00	\$586.00	3.0%	E	See Report FIN-2017-024	
All buildings/systems within scope of Part 3	Flat Fee	\$1,139.00	<b>\$1,174.00</b>	\$0.00	\$1,174.00	3.1%	E	See Report FIN-2017-024	
<b><u>SPECIAL CATEGORIES AND MISCELLANEOUS</u></b>									
Change of Use Permit (No Construction)	Flat Fee	\$227.00	<b>\$234.00</b>	\$0.00	\$234.00	3.1%	E	See Report FIN-2017-024	
Construction prior to issuance of a permit	100% of permit fee							E	Fee is in addition to all other required permit fees.

**SCHEDULE E: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Conditional Permits</b>	20% of permit fee						E	Fee is in addition to all other required permit fees.
<b>Demolition Permit</b>	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	
<b>Designated Structure Permit</b>	Flat Fee	\$473.00	<b>\$487.00</b>	\$0.00	\$487.00	3.0%	E	Listed per Div.A, 1.3.1.1 Solar installation
<b>Fireplace/Woodstove</b>	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	
<b>Inspection of works not ready</b>	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	At the discretion of the Chief Building Official. Includes code violations and deficiencies.
<b>Occupancy Permit</b>	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	
<b>Occupancy without an Occupancy Permit</b>	Flat Fee	\$284.00	<b>\$292.00</b>	\$0.00	\$292.00	2.8%	E	At the discretion of the Chief Building Official. This fee is not imposed as it relates to the current initiative of closing old open building permits as approved by Council in the 2018 Budget.
<b>Portables</b>	Flat Fee	\$227.00	<b>\$234.00</b>	\$0.00	\$234.00	3.1%	E	
<b>Reproduction of Digital Drawings</b>	Per Page	\$5.00	<b>\$5.15</b>	\$0.67	\$5.82	3.0%	T	Current rate covers the cost for the digital reproduction of (1) digital copy of drawings - See Report FIN-2022-029.
<b>Revision to Approved Plans</b>	Flat Fee	\$354.00	<b>\$365.00</b>	\$0.00	\$365.00	3.1%	E	Before or after a permit is issued - significant changes to approved plans requiring further review. Minor revisions which result in no fee include eliminating a closet, finishing a three-piece bathroom, cosmetic changes, layout changes, removing non-load bearing walls, etc.
<b>Sign Permits</b>	Flat Fee	\$295.00	<b>\$304.00</b>	\$0.00	\$304.00	3.1%	E	With building permit
<b>Storefront replacement</b>	Flat Fee	\$227.00	<b>\$234.00</b>	\$0.00	\$234.00	3.1%	E	
<b>Tents</b>	Flat Fee	\$237.00	<b>\$244.00</b>	\$0.00	\$244.00	3.0%	E	Tents and air-supported structures shall be in conformance with the Building Code and Section 2.9 of the Fire Code. Report FIN-2019-031
<b>Third Party Cost Recovery</b>	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2020-034
<b>Transfer of Permit</b>	Flat Fee	\$176.00	<b>\$181.00</b>	\$0.00	\$181.00	2.8%	E	

**INTERPRETATION**

The following requirements are to be applied in the calculation of permit fees:

- Floor area of the proposed work is to be measured to the outer face of exterior walls and to the centre line of party walls or demising walls.
- Unfinished loft space, habitable attics, mezzanines and interior balconies are to be included in all floor area calculations.
- Unfinished basement space and attached residential garages are not included in floor area calculations.
- The occupancy categories in this Schedule correspond with the major occupancy classifications in the Ontario Building Code. For multiple occupancy floor areas, the permit fees for each of the applicable

**SCHEDULE E: BUILDING REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
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occupancy categories may be used.

- In the case of interior alterations or renovations, area of proposed work is the actual space receiving the work, e.g. tenant suite.
- Additional permit fees are not required for an attached deck to a residential dwelling, when the deck is shown on the approved residential building plans.
- For classes of permits not described in this Schedule, a reasonable permit fee shall be determined by the Chief Building Official.

**SCHEDULE F: PLANNING AND DEVELOPMENT REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Agreements - Minor - Not Registered *	Administration fee	\$284.00	\$292.00	\$0.00	\$292.00	2.8%	E	For recovery of the costs of facilitating and preparing agreements, ie. maintenance and operations agreement
Agreements - Registered *	Administration fee	\$872.00	\$899.00	\$0.00	\$899.00	3.1%	E	For recovery of the costs of facilitating and preparing agreements, ie. planning act applications and building permit agreements (ie. permission to have a second dwelling while another is being built), etc.
Compliance Letter - Type 1	Flat Fee	\$85.00	\$87.00	\$0.00	\$87.00	2.4%	E	Note 3
Compliance Letter - Type 2	Flat Fee	\$128.00	\$132.00	\$0.00	\$132.00	3.1%	E	Note 4
Consent Review and Condition Clearance	Flat Fee	\$152.00	\$156.00	\$0.00	\$156.00	2.6%	E	
Consent Review and Condition Clearance - Safe Access Clearance	Flat Fee	\$55.00	\$56.00	\$0.00	\$56.00	1.8%	E	Report FIN-2022-029
Garden Suites and Renewals (Zoning) *	Administration fee	\$1,342.00	\$1,383.00	\$0.00	\$1,383.00	3.1%	E	Report FIN-2019-034
Lifting of Holding Designation (Zoning) *	Administration fee	\$668.00	\$1,472.00	\$0.00	\$1,472.00	120.4%	E	Report FIN-2023-025
Minor Variance - Type 1 *	Administration fee	\$806.00	\$830.00	\$0.00	\$830.00	3.0%	E	Note 1
Minor Variance - Type 2 *	Administration fee	\$1,365.00	\$1,407.00	\$0.00	\$1,407.00	3.1%	E	Note 2
Ownership List Confirmation	Flat Fee	\$77.00	\$79.00	\$0.00	\$79.00	2.6%	E	See Report FIN-2019-027
Part Lot Control Exemption By-law *	Administration fee	\$667.00	\$1,472.00	\$0.00	\$1,472.00	120.7%	E	Report FIN-2023-025
Pre-Consultation Fee - Mandatory *	Administration fee	\$686.00	\$1,052.00	\$0.00	\$1,052.00	53.4%	E	Report FIN-2022-029 and Report FIN-2023-025
Site Plan Application *	Administration fee	\$1,500.00	\$4,124.00	\$0.00	\$4,124.00	174.9%	E	Report FIN-2022-029 and Report FIN-2023-025
Telecommunication Tower Proposals	Flat Fee	\$2,803.00	\$2,890.00	\$0.00	\$2,890.00	3.1%	E	Report FIN-2021-25 - Township administration fee and CRINS-SINRC fee.
Third Party Cost Recovery	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2020-034
Zoning By-Law Amendment - Aggregate *	Administration fee	\$17,111.00	\$25,044.00	\$0.00	\$25,044.00	46.4%	E	Report FIN-2023-025
Zoning By-Law Amendment *	Administration fee	\$2,500.00	\$9,980.00	\$0.00	\$9,980.00	299.2%	E	Report FIN-2022-029 and Report FIN-2023-025

**INTERPRETATION**

\* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.



**SCHEDULE F: PLANNING AND DEVELOPMENT REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES**

**EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
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**Note 1: Minor Variance - Type 1**

Any minor variance application to permit any of the following on residential properties:

- Lot line setbacks for single family dwellings and accessory structures
- Height variances for single family dwellings and accessory structures
- Maximum size of accessory structure variances
- Maximum size of accessory unit variances

**Note 2: Minor Variance - Type 2**

All other minor variance applications not listed under Type 1.

**Note 3: Compliance Letter - Type 1**

Includes known building permit history and status as well as applicable zoning designation and permitted uses.

**Note 4: Compliance Letter - Type 2 (Type 1 fee plus 50%)**

Includes known building permit history and status as well as applicable zoning designation and permitted uses, the status of registered site plans and securities but does not include a title search.

**Refund of Application Fees**

In the case of a withdrawal or abandonment of an application, staff shall determine the amount of paid fees that may be refunded to the applicant, if any, in accordance with the following:

- a.) 80 percent (80%) if administrative functions have only been performed;
- b.) 70 percent (70%) if administrative and zoning functions have only been performed;
- c.) 45 percent (45%) if administrative, zoning, and a completed application has been circulated with comments;
- d.) 35 percent (35%) if application has been sent for second submission and comments have been received;
- e.) no refund shall be made if the application has been approved by Committee and/or Council

**SCHEDULE G: BY-LAW REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Dog Tags</b>	Per Tag	\$32.99	<b>\$34.00</b>	\$0.00	\$34.00	3.1%	E	No more than 3 dogs are permitted per dwelling unit, to a maximum of 5 dogs per property (only where a legal accessory apartment is permitted).
<b>Replacement Dog Tag</b>	Per Tag	\$11.00	<b>\$11.34</b>	\$0.00	\$11.34	3.1%	E	See Report FIN-2020-044
<b>Fence Viewer's Application</b>	Per Application	\$341.97	<b>\$352.00</b>	\$0.00	\$352.00	2.9%	E	
<b>Filming Permit Fee</b>	Flat Fee	\$569.58	<b>\$587.00</b>	\$0.00	\$587.00	3.1%	E	Filming of special events on Township lands/roads.
<b>Filming Permit Security Deposit</b>	Per Filming Permit - days 1 to 3	\$5,000.00	<b>\$5,000.00</b>	\$0.00	\$5,000.00	0.0%	E	For filming projects one (1) to three (3) days in duration - see Report FIN-2022-029 and Filming Policy No. 2022-005.
<b>Filming Permit Security Deposit</b>	Per Filming Permit - each subsequent day after day 3	\$2,000.00	<b>\$2,000.00</b>	\$0.00	\$2,000.00	0.0%	E	After three days of filming, an additional \$2,000 will be required for each subsequent day. See Report FIN-2022-029 and Filming Policy No. 2022-005.
<b>Kennel Licence - New Application</b>	Per Application	\$539.00	<b>\$555.00</b>	\$0.00	\$555.00	3.0%	E	See By-law No. 024-2021
<b>Kennel Licence - Renewal Application</b>	Per Application	\$215.60	<b>\$222.00</b>	\$0.00	\$222.00	3.0%	E	See By-law No. 024-2021
<b>Kennel Licence - Alteration Application</b>	Per Application	N/A	<b>\$222.00</b>	\$0.00	\$222.00	100.0%	E	Report FIN-2023-025
<b>Kennel Licence - Retiring Application</b>	Per Application	\$80.85	<b>\$83.00</b>	\$0.00	\$83.00	2.7%	E	See By-law No. 024-2021
<b>Liquor License Letter</b>	Per Inspection	\$177.03	<b>\$182.00</b>	\$0.00	\$182.00	2.8%	E	Requested or required inspection of licensed sales establishments (as defined by the Liquor Licence Establishment Board of Ontario) that requires an inspection and/or a letter.
<b>Lottery Licence</b>	3% of prize value						E	Fee regulated by AGCO (Nevada, Raffle, Bazaar, etc.).
<b>Municipal Addressing Sign</b>	Flat Fee	\$23.10	<b>\$23.82</b>	\$3.10	\$26.92	3.1%	T	
<b>Municipal Addressing Post</b>	Flat Fee	\$23.10	<b>\$23.82</b>	\$3.10	\$26.92	3.1%	T	
<b>Property Standards Appeal Fee</b>	Flat Fee	\$290.29	<b>\$299.00</b>	\$0.00	\$299.00	3.0%	E	Report FIN-2019-031
<b>Publicized Displays Application Fee</b>	Flat Fee	\$150.00	<b>\$154.00</b>	\$0.00	\$154.00	2.7%	E	Report FIN-2022-029 and Publicized Displays By-law No. 2022-008
<b>Publicized Displays Appeal Fee</b>	Flat Fee	\$30.00	<b>\$30.93</b>	\$0.00	\$30.93	3.1%	E	Report FIN-2022-029 and Publicized Displays By-law No. 2022-008

**SCHEDULE G: BY-LAW REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Reinspection Fee</b>	Flat Fee Per Reinspection	\$75.00	<b>\$77.00</b>	\$0.00	\$77.00	2.7%	E	Not charged on first inspections (ie. the inspection to determine if a violation is occurring). Reinspection will be charged each subsequent time the By-law Enforcement, Property Standards, and Licensing Officer attends the site to inspect and compliance has not been achieved (does not include inspections for the purpose of gathering further information). See Report FIN-2022-029.
<b>Septic Compliance Letter</b>	Flat Fee	\$85.56	<b>\$88.00</b>	\$0.00	\$88.00	2.9%	E	Fee charged is consistent for all Township departments.
<b>Sign Permits</b>	Flat Fee	\$113.26	<b>\$116.00</b>	\$0.00	\$116.00	2.4%	E	Without building permit.
<b>Site Alteration Permit Application *</b>	Administration Fee	\$1,800 plus \$75 per hectare (rounded to the greater whole aggregate).					E	
<b>Site Alteration Permit Application - Normal Farm Practices *</b>	Administration Fee	See Third Party Cost Recovery Fee Below	<b>\$103.00</b>	\$0.00	\$103.00	100.0%	E	See Report FIN-2023-025
<b>Site Alteration Permit Service Fee</b>	Per m <sup>3</sup>	\$0.06	<b>\$0.06</b>	\$0.00	\$0.06	0.0%	E	Paid at time of application.
<b>Special Events Permit</b>	Per Letter	\$85.56	<b>\$88.00</b>	\$0.00	\$88.00	2.9%	E	Report FIN-2022-029
<b>Swimming Pool Enclosure Permit</b>	Flat Fee	\$244.11	<b>\$251.00</b>	\$0.00	\$251.00	2.8%	E	
<b>Third Party Cost Recovery</b>	Actual costs incurred + \$100.00 cumulative administration fee for all invoices						T	Material, equipment, labour/benefits, administration costs, third party consultant/specialist costs - See Report FIN-2020-034
* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees incurred for the processing of the application.								

**SCHEDULE H: PARKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER Note 1	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Ball Diamonds - No Lights</b>	Per Hour	\$23.76	<b>\$24.50</b>	\$3.19	\$27.69	3.1%	T	
<b>75% Reduced Rate - Ball Diamonds - No Lights</b>	Per Hour	\$5.94	<b>\$6.12</b>	\$0.80	\$6.92	3.0%	T	
<b>90% Reduced Rate - Ball Diamonds - No Lights</b>	Per Hour	\$2.37	<b>\$2.44</b>	\$0.32	\$2.76	3.0%	T	Note 2
<b>Ball Diamonds - Lights</b>	Per Hour	\$35.63	<b>\$36.74</b>	\$4.78	\$41.52	3.1%	T	after 8:30 p.m.
<b>75% Reduced Rate - Ball Diamonds - Lights</b>	Per Hour	\$8.80	<b>\$9.07</b>	\$1.18	\$10.25	3.1%	T	after 8:30 p.m.
<b>90% Reduced Rate - Ball Diamonds - Lights</b>	Per Hour	\$3.56	<b>\$3.67</b>	\$0.48	\$4.15	3.1%	T	after 8:30 p.m. Note 2
<b>All Ball Diamonds</b>	Per Day	\$178.25	<b>\$183.78</b>	\$23.89	\$207.67	3.1%	T	
<b>75% Reduced Rate - All Ball Diamonds</b>	Per Day	\$44.54	<b>\$45.93</b>	\$5.97	\$51.90	3.1%	T	
<b>90% Reduced Rate - All Ball Diamonds</b>	Per Day	\$17.83	<b>\$18.39</b>	\$2.39	\$20.78	3.1%	T	Note 2
<b>Ball Diamonds - Dragging</b>	Per Occurrence	\$45.53	<b>\$46.95</b>	\$6.10	\$53.05	3.1%	T	Upon request and approval - June 15, 2016 Special Council Meeting.
<b>75% Reduced Rate - Ball Diamonds - Dragging</b>	Per Occurrence	\$11.38	<b>\$11.73</b>	\$1.52	\$13.25	3.1%	T	Upon request and approval - June 15, 2016 Special Council Meeting.
<b>90% Reduced Rate - Ball Diamonds - Dragging</b>	Per Occurrence	\$4.55	<b>\$4.69</b>	\$0.61	\$5.30	3.1%	T	Upon request and approval - June 15, 2016 Special Council Meeting. Note 2
<b>Soccer Field - No Lights</b>	Per Hour	\$30.24	<b>\$31.18</b>	\$4.05	\$35.23	3.1%	T	Development of a fee - Report FIN-2017-012
<b>75% Reduced Rate - Soccer Field - No Lights</b>	Per Hour	\$7.59	<b>\$7.82</b>	\$1.02	\$8.84	3.0%	T	Development of a fee - Report FIN-2017-012
<b>90% Reduced Rate - Soccer Field - No Lights</b>	Per Hour	\$3.02	<b>\$3.11</b>	\$0.40	\$3.51	3.0%	T	Development of a fee - Report FIN-2017-012 Note 2
<b>Soccer Field - Lights</b>	Per Hour	N/A	<b>\$38.00</b>	\$4.94	\$42.94	100.0%	T	Development of a fee - Report FIN-2023-025
<b>75% Reduced Rate - Soccer Field - Lights</b>	Per Hour	N/A	<b>\$9.50</b>	\$1.24	\$10.74	100.0%	T	Development of a fee - Report FIN-2023-025
<b>90% Reduced Rate - Soccer Field - Lights</b>	Per Hour	N/A	<b>\$3.80</b>	\$0.49	\$4.29	100.0%	T	Development of a fee - Report FIN-2023-025 Note 2
<b>Soccer Field - No Lights</b>	Per Day	\$307.67	<b>\$317.21</b>	\$41.24	\$358.45	3.1%	T	Development of a fee - Report FIN-2017-012
<b>75% Reduced Rate - Soccer Field - No Lights</b>	Per Day	\$76.87	<b>\$79.26</b>	\$10.30	\$89.56	3.1%	T	Development of a fee - Report FIN-2017-012
<b>90% Reduced Rate - Soccer Field - No Lights</b>	Per Day	\$30.77	<b>\$31.73</b>	\$4.12	\$35.85	3.1%	T	Development of a fee - Report FIN-2017-012 Note 2
<b>Soccer Field - Lights</b>	Per Day	N/A	<b>\$386.59</b>	\$50.26	\$436.85	100.0%	T	Development of a fee - Report FIN-2023-025
<b>75% Reduced Rate - Soccer Field - Lights</b>	Per Day	N/A	<b>\$96.65</b>	\$12.56	\$109.21	100.0%	T	Development of a fee - Report FIN-2023-025
<b>90% Reduced Rate - Soccer Field - Lights</b>	Per Day	N/A	<b>\$38.66</b>	\$5.03	\$43.68	100.0%	T	Development of a fee - Report FIN-2023-025 Note 2
<b>Ball Diamond Advertising</b>	Per Season	\$199.58	<b>\$205.77</b>	\$26.75	\$232.52	3.1%	T	Available from May to October

**SCHEDULE H: PARKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER Note 1	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>75% Reduced Rate - Ball Diamond Advertising</b>	Per Season	\$49.82	<b>\$51.37</b>	\$6.68	\$58.05	3.1%	T	Available from May to October
<b>90% Reduced Rate - Ball Diamond Advertising</b>	Per Season	\$19.96	<b>\$20.58</b>	\$2.68	\$23.26	3.1%	T	Available from May to October Note 2
<b>Horse Paddock</b>	Per Day	\$228.06	<b>\$235.13</b>	\$30.57	\$265.70	3.1%	T	Rental restricted to horse paddock and tractor pull area.
<b>75% Reduced Rate - Horse Paddock</b>	Per Day	\$56.97	<b>\$58.74</b>	\$7.64	\$66.38	3.1%	T	Rental restricted to horse paddock and tractor pull area.
<b>90% Reduced Rate - Horse Paddock</b>	Per Day	\$22.81	<b>\$23.52</b>	\$3.06	\$26.58	3.1%	T	Rental restricted to horse paddock and tractor pull area. Note 2
<b>Picnic Shelter</b>	Per Hour	\$22.77	<b>\$23.48</b>	\$3.05	\$26.53	3.1%	T	
<b>75% Reduced Rate - Picnic Shelter</b>	Per Hour	\$5.69	<b>\$5.86</b>	\$0.76	\$6.62	3.0%	T	
<b>90% Reduced Rate - Picnic Shelter</b>	Per Hour	\$2.27	<b>\$2.34</b>	\$0.30	\$2.64	3.1%	T	Note 2
<b>Picnic Shelter</b>	Per Day	\$91.16	<b>\$93.99</b>	\$12.22	\$106.21	3.1%	T	
<b>75% Reduced Rate - Picnic Shelter</b>	Per Day	\$22.79	<b>\$23.50</b>	\$3.06	\$26.56	3.1%	T	
<b>90% Reduced Rate - Picnic Shelter</b>	Per Day	\$9.11	<b>\$9.39</b>	\$1.22	\$10.61	3.1%	T	Note 2
<b>Tennis Courts - No Lights</b>	Per Hour	\$21.56	<b>\$22.23</b>	\$2.89	\$25.12	3.1%	T	See Report FIN-2021-025
<b>75% Reduced Rate - Tennis Courts - No Lights</b>	Per Hour	\$5.39	<b>\$5.55</b>	\$0.72	\$6.27	3.0%	T	See Report FIN-2021-025
<b>90% Reduced Rate - Tennis Courts - No Lights</b>	Per Hour	\$2.15	<b>\$2.21</b>	\$0.29	\$2.50	2.8%	T	See Report FIN-2021-025 Note 2
<b>Tennis Courts - Lights</b>	Per Hour	\$32.34	<b>\$33.35</b>	\$4.34	\$37.69	3.1%	T	See Report FIN-2021-025
<b>75% Reduced Rate - Tennis Courts - Lights</b>	Per Hour	\$8.09	<b>\$8.34</b>	\$1.08	\$9.42	3.1%	T	See Report FIN-2021-025
<b>90% Reduced Rate - Tennis Courts - Lights</b>	Per Hour	\$3.23	<b>\$3.34</b>	\$0.43	\$3.77	3.1%	T	See Report FIN-2021-025 Note 2
<b>Fireworks Security Deposit</b>	Per Display	\$500.00	<b>\$500.00</b>	\$0.00	\$500.00	0.0%	E	Clean up of Township lands after fireworks display.
<b>Baseball Equipment and Lights Security Deposit</b>	Per Season	\$50.00	<b>\$50.00</b>	\$0.00	\$50.00	0.0%	E	Lights key provided to ball diamond rentals with light use. Equipment key provided to renters with a minimum of eight rentals.
<b>Picnic Shelter Washroom Key Security Deposit</b>	Per Rental	\$50.00	<b>\$50.00</b>	\$0.00	\$50.00	0.0%	E	
<b>Horse Paddock Security Deposit</b>	Per Rental	\$300.00	<b>\$300.00</b>	\$0.00	\$300.00	0.0%	E	
<b>Note 1:</b> Booking availability of Township fields are dependent on field conditions.								
<b>Note 2:</b> A 90% reduced rate shall apply to Seniors' Events or Programs, Whistle Stop Co-operative Pre-school and Guelph Community Health Centre (The Playgroup).								

**SCHEDULE I: OPTIMIST RECREATION CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Arena Floor</b>	Per Hour	\$76.87	<b>\$79.26</b>	\$10.30	\$89.56	3.1%	T	Includes use of change rooms
<b>75% Reduced Rate - Arena Floor</b>	Per Hour	\$19.14	<b>\$19.74</b>	\$2.57	\$22.31	3.1%	T	Includes use of change rooms
<b>90% Reduced Rate - Arena Floor</b>	Per Hour	\$7.69	<b>\$7.93</b>	\$1.03	\$8.96	3.1%	T	Includes use of change rooms Note 2
<b>Ice - Non - Prime</b>	Per Hour	\$64.11	<b>\$66.10</b>	\$8.59	\$74.69	3.1%	T	Includes use of change rooms Note 1
<b>75% Reduced Rate - Ice - Non-Prime</b>	Per Hour	\$15.95	<b>\$16.45</b>	\$2.14	\$18.59	3.1%	T	Includes use of change rooms Note 1
<b>90% Reduced Rate - Ice - Non-Prime</b>	Per Hour	\$6.41	<b>\$6.61</b>	\$0.86	\$7.47	3.1%	T	Includes use of change rooms Note 1 and Note 2
<b>Ice - Prime</b>	Per Hour	\$184.18	<b>\$189.89</b>	\$24.69	\$214.58	3.1%	T	Includes use of change rooms Note 1
<b>Gymnasium</b>	Per Hour	\$34.98	<b>\$36.07</b>	\$4.69	\$40.76	3.1%	T	
<b>75% Reduced Rate - Gymnasium</b>	Per Hour	\$8.69	<b>\$8.96</b>	\$1.16	\$10.12	3.1%	T	
<b>90% Reduced Rate - Gymnasium</b>	Per Hour	\$3.47	<b>\$3.57</b>	\$0.46	\$4.03	2.9%	T	Note 2
<b>Rink Board Advertising</b>	Per Year	\$399.15	<b>\$411.53</b>	\$53.50	\$465.03	3.1%	T	
<b>75% Reduced Rate - Rink Board Advertising</b>	Per Year	\$99.74	<b>\$102.84</b>	\$13.37	\$116.21	3.1%	T	
<b>90% Reduced Rate - Rink Board Advertising</b>	Per Year	\$39.92	<b>\$41.16</b>	\$5.35	\$46.51	3.1%	T	Note 2

**Note 1:**

- Ice - Non-Prime: Weekdays from 9:00 am to 5:00 pm
- Ice - Prime: Weekdays from 5:00 pm to 10:00 pm, Saturdays, Sundays

**Note 2:** A 90% reduced rate shall apply to Seniors' Events or Programs, Whistle Stop Co-operative Pre-school and Guelph Community Health Centre (The Playgroup).

**SCHEDULE J: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
<b>Meeting Room - Non Resident Rental or Commercial Rental</b>	Per Hour	\$37.12	<b>\$38.28</b>	\$4.98	\$43.26	3.1%	T	Maximum 8 hour charge if renting with a full day booking of the Hall. Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031
<b>Meeting Room</b>	Per Hour	\$29.69	<b>\$30.62</b>	\$3.98	\$34.60	3.1%	T	Maximum 8 hour charge if renting with a full day booking of the Hall.
<b>75% Reduced Rate - Meeting Room</b>	Per Hour	\$7.36	<b>\$7.59</b>	\$0.99	\$8.58	3.1%	T	Maximum 8 hour charge if renting with a full day booking of the Hall.
<b>90% Reduced Rate - Meeting Room</b>	Per Hour	\$2.96	<b>\$3.05</b>	\$0.40	\$3.45	3.0%	T	Maximum 8 hour charge if renting with a full day booking of the Hall. Note 3
<b>Hall - Non-Prime - Non Resident Rental or Commercial Rental</b>	Per Hour	\$79.71	<b>\$82.18</b>	\$10.68	\$92.86	3.1%	T	Minimum of a 3 hour booking required. Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1 and Note 2
<b>Hall - Non-Prime</b>	Per Hour	\$63.78	<b>\$65.76</b>	\$8.55	\$74.31	3.1%	T	Minimum of a 3 hour booking required. Note 1 and Note 2
<b>75% Reduced Rate - Hall - Non-Prime</b>	Per Hour	\$15.95	<b>\$16.45</b>	\$2.14	\$18.59	3.1%	T	Minimum of a 3 hour booking required. Note 1 and Note 2
<b>90% Reduced Rate - Hall - Non-Prime</b>	Per Hour	\$6.37	<b>\$6.57</b>	\$0.85	\$7.42	3.1%	T	Minimum of a 3 hour booking required. Note 1, Note 2, and Note 3
<b>Hall - Non-Prime - Non Resident Rental or Commercial Rental</b>	Full Day Rental	\$542.08	<b>\$558.88</b>	\$72.65	\$631.53	3.1%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1 and Note 2
<b>Hall - Non-Prime</b>	Full Day Rental	\$433.67	<b>\$447.12</b>	\$58.13	\$505.25	3.1%	T	Note 1 and Note 2
<b>75% Reduced Rate - Hall - Non-Prime</b>	Full Day Rental	\$108.43	<b>\$111.80</b>	\$14.53	\$126.33	3.1%	T	Note 1 and Note 2
<b>90% Reduced Rate - Hall - Non-Prime</b>	Full Day Rental	\$43.33	<b>\$44.68</b>	\$5.81	\$50.49	3.1%	T	Note 1, Note 2, and Note 3
<b>Hall - Prime - Non Resident Rental or Commercial Rental</b>	Full Day Rental	\$711.01	<b>\$733.06</b>	\$95.30	\$828.36	3.1%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1 and Note 2
<b>Hall - Prime</b>	Full Day Rental	\$568.81	<b>\$586.45</b>	\$76.24	\$662.69	3.1%	T	Note 1 and Note 2
<b>Hall - Set-up Fee - Non Resident Rental or Commercial Rental</b>	Per Hour	\$79.72	<b>\$82.20</b>	\$10.69	\$92.89	3.1%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1, Note 2 and Note 5
<b>Hall - Set-up Fee</b>	Per Hour	\$63.78	<b>\$65.76</b>	\$8.55	\$74.31	3.1%	T	Note 1, Note 2 and Note 5

**SCHEDULE J: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES  
EFFECTIVE 2024**

TYPE OF REVENUE/USER	Unit/Descr	2023 RATE (NO TAX)	2024 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS	
<b>Use of Kitchen Facilities - Non Prime - Non Resident Rental or Commercial Rental</b>	Per Hour	\$38.91	<b>\$40.12</b>	\$5.22	\$45.34	3.1%	T	Minimum of a 3 hour booking required. Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1 and Note 2	
<b>Use of Kitchen Facilities - Non Prime</b>	Per Hour	\$31.13	<b>\$32.10</b>	\$4.17	\$36.27	3.1%	T	Minimum of a 3 hour booking required. Note 1 and Note 2	
<b>75% Reduced Rate - Use of Kitchen Facilities - Non Prime</b>	Per Hour	\$7.78	<b>\$8.02</b>	\$1.04	\$9.06	3.1%	T	Minimum of a 3 hour booking required. Note 1 and Note 2	
<b>90% Reduced Rate - Use of Kitchen Facilities - Non Prime</b>	Per Hour	\$3.11	<b>\$3.20</b>	\$0.42	\$3.62	2.9%	T	Minimum of a 3 hour booking required. Note 1, Note 2, and Note 3	
<b>Licensed Events Using Patio - Non Resident Rental or Commercial Rental</b>	Flat Rate	\$81.52	<b>\$84.05</b>	\$10.93	\$94.98	3.1%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 6	
<b>Licensed Events Using Fenced Outdoor Patio</b>	Flat Rate	\$65.21	<b>\$67.24</b>	\$8.74	\$75.98	3.1%	T	Note 6	
<b>75% Reduced Rate - Licensed Events Using Fenced Outdoor Patio</b>	Flat Rate	\$16.30	<b>\$16.80</b>	\$2.18	\$18.98	3.1%	T	Note 6	
<b>90% Reduced Rate - Licensed Events Using Fenced Outdoor Patio</b>	Flat Rate	\$6.52	<b>\$6.72</b>	\$0.87	\$7.59	3.1%	T	Note 3 and Note 6	
<b>Personnel Costs</b>	Per Hour Per Personnel	Actual Costs Incurred						T	See Report FIN-2022-029 - Discretionary Staffing Presence during weekend and statutory holiday rentals.
<b>Facility Rental Security Deposit - Hall Rental Only or Hall and Meeting Room Rental</b>	Per Booking	\$1,500.00	<b>\$1,500.00</b>	\$0.00	\$1,500.00	0.0%	E	See Report FIN-2022-029 and Note 4	
<b>Facility Rental Security Deposit - Meeting Room/Kitchen Facility Only</b>	Per Booking	\$365.00	<b>\$365.00</b>	\$0.00	\$365.00	0.0%	E	See Report FIN-2022-029 and Note 4	

**Note 1:** Hall rentals include the use of the kitchen facility (dishes, silverware, cooking utensils, dishwasher, coffee maker, etc. included)

**Note 2: Hall - Non-Prime:** Monday to Thursday and Sunday Rentals; **Hall - Prime:** Friday and Saturday

**Note 3:** A 90% reduced rate shall apply to Seniors' Events or Programs, Whistle Stop Co-operative Pre-school and Guelph Community Health Centre (The Playgroup).

**Note 4:** The security deposit is fully refundable after the Event, provided there are no damages to the facility, the access key is returned, and all terms of the Township's Alcohol Risk Management policy, the Special Occasion Permit or Caterer's Endorsement, any Township agreements and all applicable federal, provincial and municipal laws, policies, guidelines, regulations and by-laws, including without limitation, the Liquor Licence and Control Act, 2019 are adhered to.

**Note 5:** 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.

**Note 6:** If the outdoor patio has been included on the Special Occasion Permit or Caterer's Endorsement, Township Staff will fence the outdoor patio.





Justine Brotherston  
Deputy Clerk  
Township of Puslinch  
7404 Wellington Rd 34  
Puslinch, ON N0B 2J0  
VIA EMAIL:  
[jbrotherston@puslinch.ca](mailto:jbrotherston@puslinch.ca)

Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0  
[www.puslinch.ca](http://www.puslinch.ca)

August 3, 2023

RE: Consent Agenda Item 6.2 Ministry for Seniors and Accessibility - Seniors Active Living Centre Program Expansion for 2023-2024

Please be advised that Township of Puslinch Council, at its meeting held on July 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

**Resolution No. 2023-223:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That the Consent Agenda item 6.2 listed for JULY 12, 2023 Council meeting be received;  
and

That Council direct staff to refer the consent item to the Recreation Committee in order to engage with local community groups to identify programs for seniors that could benefit from this funding and propose an application to Council to be submitted in 2024.

**CARRIED**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,  
Courtenay Hoytfox  
Municipal Clerk

**Ministry for  
Seniors  
and Accessibility**

**Ministère des Services  
aux aînés et de  
l'Accessibilité**



Minister

Ministre

College Park  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto ON M7A 1S5

College Park  
777, rue Bay  
5<sup>e</sup> étage  
Toronto ON M7A 1S5

June 5, 2023

Re: Seniors Active Living Centres Program Expansion for 2023-2024

Dear Friends:

Ontario's Seniors Active Living Centre (SALC) programs offer a wide variety of activities for older adults in communities across this province. These include fitness, healthy lifestyle and wellness classes, recreation and social activities, and learning opportunities such as financial management, elder abuse prevention and volunteering.

I am very pleased to inform you that through a call for applications, our government is adding approximately 15 new SALC programs that respond to the diverse range of needs, cultural backgrounds, interests, and abilities of older adults.

Starting June 5, 2023, through [Transfer Payment Ontario](#) the province will be accepting applications from municipalities or organizations partnering with a municipality that do not have an existing SALC program to start a new program.

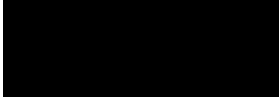
The deadline for submissions is Thursday, July 20, 2023, at 5PM EST.

To find out if your municipality has an existing SALC program, please visit [Find a Seniors Active Living Centre program near you | Ontario.ca](#).

There is currently a network of almost 300 SALC programs in place across the province. I encourage all interested applicants in the targeted areas to send in an application – so that, together, we can help more older adults in remote and underserved parts of Ontario, get the programs and services they need.

Lastly, I would like to let you know that [June is Seniors Month in Ontario](#), which is a time to celebrate older adults across the province, and I can think of no better way to celebrate Ontario's seniors than by helping them lead active, healthy and independent lives.

Thank you for your support.

  
Honourable Raymond Cho  
Minister for Seniors and Accessibility

**Township of Puslinch**  
Gym Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	52.47	150.33	132.84	0.00	0.00	335.64
Week 2	174.90	0.00	104.94	62.88	62.88	0.00	0.00	405.60
Week 3	69.96	10.41	104.94	62.88	62.88	0.00	0.00	311.07
Week 4	69.96	10.41	104.94	132.84	62.88	0.00	34.98	416.01
Week 5	69.96	62.88	104.94	97.86	62.88	0.00	0.00	398.52
Totals:	384.78	83.70	472.23	506.79	384.36	0.00	34.98	1,866.84

**July 2023**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	52.47	10.41	10.41	0.00	0.00	73.29
Week 3	0.00	10.41	104.94	62.88	62.88	0.00	0.00	241.11
Week 4	0.00	87.31	104.94	97.86	10.41	0.00	0.00	300.52
Week 5	69.96	10.41	104.94	97.86	80.37	0.00	97.32	460.86
Week 6	69.96	97.86	0.00	0.00	0.00	0.00	0.00	167.82
Totals:	139.92	205.99	367.29	269.01	164.07	0.00	97.32	1,243.60

**June 2023**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	45.39	34.98	0.00	80.37
Week 2	0.00	62.88	62.88	10.41	115.35	34.98	0.00	286.50
Week 3	0.00	62.88	52.47	10.41	80.37	34.98	69.96	311.07
Week 4	0.00	62.88	52.47	10.41	10.41	0.00	174.90	311.07
Week 5	104.94	62.88	104.94	10.41	80.37	0.00	0.00	363.54
Totals:	104.94	251.52	272.76	41.64	331.89	104.94	244.86	1,352.55

**May 2023**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	58.32	114.60	79.62	62.13	34.98	104.94	454.59
Week 2	244.86	0.00	0.00	0.00	0.00	0.00	0.00	244.86
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	52.47	0.00	44.64	34.98	139.92	272.01
Week 5	262.35	62.13	62.13	9.66	0.00	0.00	0.00	396.27
Totals:	507.21	120.45	229.20	89.28	106.77	69.96	244.86	1,367.73

**Total Charges      \$5,830.72**

**Township of Puslinch**

Gym Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	49.97	0.00	180.69	0.00	0.00	230.66
Week 2	0.00	0.00	83.92	0.00	84.88	0.00	0.00	168.80
Week 3	129.76	0.00	98.63	64.88	99.59	0.00	0.00	392.86
Week 4	32.44	0.00	98.63	97.32	132.03	0.00	0.00	360.42
Week 5	32.44	0.00	82.41	81.10	0.00	0.00	0.00	195.95
Totals:	194.64	0.00	413.56	243.30	497.19	0.00	0.00	1,348.69

**July 2022**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	49.97	0.00	50.93	0.00	0.00	100.90
Week 3	0.00	0.00	83.92	0.00	118.83	0.00	0.00	202.75
Week 4	73.52	0.00	83.92	131.27	84.88	0.00	0.00	373.59
Week 5	0.00	64.88	148.80	97.32	84.88	0.00	96.27	492.15
Totals:	73.52	64.88	366.61	228.59	339.52	0.00	96.27	1,169.39

**June 2022**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	33.95	144.23	178.18
Week 2	67.90	49.97	151.82	7.96	126.79	0.00	33.95	438.39
Week 3	67.90	49.97	117.87	0.00	126.79	0.00	33.95	396.48
Week 4	0.00	49.97	117.87	33.95	169.76	0.00	144.23	515.78
Week 5	0.00	83.92	117.87	0.00	117.32	0.00	0.00	319.11
Totals:	135.80	233.83	505.43	41.91	540.66	33.95	356.36	1,847.94

**May 2022**

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	67.90	61.91	49.97	61.91	62.87	0.00	217.75	522.31
Week 2	101.85	62.06	49.97	49.97	50.93	0.00	33.95	348.73
Week 3	141.42	61.91	49.97	7.96	0.00	0.00	0.00	261.26
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	101.85	49.97	83.92	0.00	0.00	0.00	0.00	235.74
Totals:	413.02	235.85	233.83	119.84	113.80	0.00	251.70	1,368.04

**Total Charges \$5,734.06**

**Township of Puslinch**

Rink Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	115.31	0.00	0.00	124.41	239.72
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	124.41	124.41
Week 3	0.00	0.00	0.00	0.00	115.31	0.00	124.41	239.72
Week 4	230.62	0.00	76.87	0.00	0.00	0.00	124.41	431.90
Week 5	115.31	0.00	0.00	76.87	76.87	0.00	0.00	269.05
Totals:	345.93	0.00	76.87	192.18	192.18	0.00	497.64	1,304.80

**July 2023**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	124.41	124.41
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	124.41	124.41
Week 3	0.00	0.00	76.87	0.00	0.00	0.00	124.41	201.28
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	124.41	124.41
Week 5	0.00	0.00	76.87	0.00	0.00	0.00	124.41	201.28
Totals:	0.00	0.00	153.74	0.00	0.00	0.00	622.05	775.79

**June 2023**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	153.75	0.00	384.35	538.10
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	153.74	0.00	0.00	124.41	278.15
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	124.41	124.41
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	153.74	153.75	0.00	633.17	940.66

**May 2023**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	115.31	0.00	153.74	269.05
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	115.31	0.00	153.74	269.05

**Total Charges      \$3,290.30**

**Township of Puslinch**

Rink Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	145.62	0.00	249.55	0.00	124.25	519.42
Week 2	0.00	0.00	145.62	0.00	106.95	0.00	124.25	376.82
Week 3	71.30	0.00	145.62	0.00	106.95	0.00	124.25	448.12
Week 4	0.00	0.00	145.62	0.00	106.95	0.00	124.25	376.82
Week 5	0.00	0.00	145.62	0.00	0.00	0.00	0.00	145.62
Totals:	71.30	0.00	728.10	0.00	570.40	0.00	497.00	1,866.80

**July 2022**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	124.25	124.25
Week 2	0.00	0.00	0.00	0.00	106.95	0.00	124.25	231.20
Week 3	0.00	0.00	145.62	0.00	106.95	0.00	124.25	376.82
Week 4	0.00	0.00	145.62	0.00	213.90	0.00	124.25	483.77
Week 5	0.00	0.00	252.57	106.95	106.95	0.00	124.25	590.72
Totals:	0.00	0.00	543.81	106.95	534.75	0.00	621.25	1,806.76

**June 2022**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	106.95	0.00	124.25	231.20
Week 2	0.00	0.00	145.62	0.00	0.00	0.00	124.25	269.87
Week 3	285.20	0.00	145.62	0.00	106.95	0.00	124.25	662.02
Week 4	0.00	0.00	145.62	0.00	106.95	0.00	124.25	376.82
Week 5	0.00	12.08	145.62	0.00	106.95	0.00	0.00	264.65
Totals:	285.20	12.08	582.48	0.00	427.80	0.00	497.00	1,804.56

**May 2022**

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	72.81	0.00	0.00	0.00	287.76	0.00	237.68	598.25
Week 5	629.10	0.00	0.00	0.00	0.00	0.00	0.00	629.10
Totals:	701.91	0.00	0.00	0.00	287.76	0.00	237.68	1,227.35

**Total Charges      \$6,705.47**

**Township of Puslinch**

Aberfoyle Ball Diamond Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	74.24	112.85	53.46	0.00	0.00	240.55
Week 2	0.00	0.00	71.27	112.85	0.00	0.00	0.00	184.12
Week 3	53.45	71.26	65.33	112.85	71.26	0.00	0.00	374.15
Week 4	0.00	71.26	65.33	112.85	53.45	0.00	71.28	374.17
Week 5	53.45	83.14	0.00	112.85	0.00	0.00	0.00	249.44
Totals:	106.90	225.66	276.17	564.25	178.17	0.00	71.28	1,422.43

**July 2023**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	74.24	112.85	0.00	0.00	0.00	187.09
Week 3	53.45	47.52	74.24	112.85	53.46	0.00	0.00	341.52
Week 4	53.45	118.78	74.24	112.85	0.00	0.00	0.00	359.32
Week 5	53.45	118.78	8.91	112.85	53.46	0.00	59.40	406.85
Week 6	53.45	47.52	0.00	0.00	0.00	0.00	0.00	100.97
Totals:	213.80	332.60	231.63	451.40	106.92	0.00	59.40	1,395.75

**June 2023**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	53.45	0.00	74.24	0.00	0.00	0.00	0.00	127.69
Week 3	0.00	71.26	8.91	112.85	53.46	35.64	0.00	282.12
Week 4	0.00	118.78	74.24	112.85	53.46	0.00	0.00	359.33
Week 5	53.45	47.52	8.91	0.00	89.09	0.00	0.00	198.97
Totals:	106.90	237.56	166.30	225.70	196.01	35.64	0.00	968.11

**May 2023**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	53.46	0.00	0.00	53.46
Week 3	0.00	0.00	8.91	0.00	53.46	0.00	0.00	62.37
Week 4	0.00	0.00	74.24	136.60	53.46	0.00	0.00	264.30
Week 5	0.00	118.78	74.24	130.66	0.00	0.00	0.00	323.68
Totals:	0.00	118.78	157.39	267.26	160.38	0.00	0.00	703.81

**Total Charges \$4,490.10**

**Township of Puslinch**

Aberfoyle Ball Diamond Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	60.60	0.00	0.00	0.00	0.00	60.60
Week 2	49.58	66.10	60.60	104.68	49.59	0.00	0.00	330.55
Week 3	49.58	110.18	60.60	104.68	0.00	0.00	0.00	325.04
Week 4	0.00	66.10	60.60	104.68	0.00	0.00	0.00	231.38
Week 5	49.58	66.10	115.70	104.68	0.00	0.00	0.00	336.06
Totals:	148.74	308.48	358.10	418.72	49.59	0.00	0.00	1,283.63

**July 2022**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	44.08	66.11	104.68	49.59	0.00	11.02	275.48
Week 3	49.58	110.18	5.51	104.68	49.59	0.00	0.00	319.54
Week 4	49.58	44.08	60.60	104.68	0.00	0.00	0.00	258.94
Week 5	49.58	110.18	68.87	104.68	49.59	0.00	0.00	382.90
Totals:	148.74	308.52	201.09	418.72	148.77	0.00	11.02	1,236.86

**June 2022**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	104.68	0.00	0.00	0.00	104.68
Week 2	0.00	0.00	0.00	104.68	49.59	0.00	0.00	154.27
Week 3	49.58	110.18	60.60	104.68	49.59	0.00	0.00	374.63
Week 4	0.00	110.18	0.00	104.68	49.59	0.00	0.00	264.45
Week 5	49.58	110.18	0.00	104.68	49.59	0.00	0.00	314.03
Totals:	99.16	330.54	60.60	523.40	198.36	0.00	0.00	1,212.06

**May 2022**

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	49.59	0.00	0.00	49.59
Week 3	0.00	110.18	0.00	0.00	0.00	0.00	0.00	110.18
Week 4	0.00	0.00	0.00	0.00	49.59	0.00	0.00	49.59
Week 5	49.58	44.08	168.60	0.00	0.00	0.00	0.00	262.26
Totals:	49.58	154.26	168.60	0.00	99.18	0.00	0.00	471.62

**Total Charges      \$4,204.17**



**Township of Puslinch**

Aberfoyle Soccer Pitch Revenue Comparison From MAY 1,2023 To AUG 31,2023

**July 2023**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**June 2023**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	18.98	18.98	83.49	121.45
Week 2	0.00	18.98	18.98	18.98	18.98	18.98	83.49	178.39
Week 3	0.00	0.00	18.98	18.98	18.98	18.98	37.95	113.87
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	18.98	37.96	37.96	56.94	56.94	204.93	413.71

**May 2023**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	18.98	18.98	18.98	18.98	83.49	159.41
Week 5	90.72	18.98	18.98	18.98	0.00	0.00	0.00	147.66
Totals:	90.72	18.98	37.96	37.96	18.98	18.98	83.49	307.07

**Total Charges      \$720.78**

**Township of Puslinch**

Aberfoyle Soccer Pitch Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	17.60	17.60	17.60	17.60	71.30	141.70
Week 2	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 3	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 4	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 5	14.08	17.60	17.60	17.60	0.00	0.00	0.00	66.88
Totals:	56.32	70.40	88.00	88.00	70.40	70.40	285.20	728.72

**July 2022**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	17.60	17.60	17.60	17.60	17.60	71.30	159.30
Week 3	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 4	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 5	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Totals:	42.24	70.40	70.40	70.40	70.40	52.80	213.90	590.54

**June 2022**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	17.60	17.60	17.60	71.30	124.10
Week 2	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 3	42.24	17.60	17.60	17.60	17.60	17.60	71.30	201.54
Week 4	14.08	17.60	17.60	17.60	17.60	17.60	71.30	173.38
Week 5	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Totals:	84.48	70.40	70.40	88.00	88.00	70.40	285.20	756.88

**May 2022**

Aberfoyle Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	14.08	14.08
Week 3	0.00	17.60	17.60	17.60	17.60	0.00	0.00	70.40
Week 4	0.00	0.00	17.60	17.60	17.60	17.60	71.30	141.70
Week 5	0.00	17.60	17.60	0.00	0.00	0.00	0.00	35.20
Totals:	0.00	35.20	52.80	35.20	35.20	17.60	85.38	261.38

**Total Charges      \$2,337.52**

**Township of Puslinch**

Badenoch Soccer Pitch Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	17.60	17.60	17.60	0.00	0.00	52.80
Week 2	0.00	0.00	17.60	17.60	17.60	17.60	0.00	70.40
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	17.60	17.60	17.60	17.60	17.60	0.00	88.00
Week 5	0.00	17.60	17.60	17.60	17.60	0.00	0.00	70.40
Totals:	0.00	35.20	70.40	70.40	70.40	35.20	0.00	281.60

**July 2023**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	17.60	17.60	17.60	17.60	0.00	70.40
Week 3	17.60	17.60	17.60	17.60	17.60	17.60	0.00	105.60
Week 4	17.60	17.60	17.60	17.60	17.60	17.60	0.00	105.60
Week 5	17.60	17.60	17.60	17.60	17.60	17.60	0.00	105.60
Week 6	0.00	17.60	0.00	0.00	0.00	0.00	0.00	17.60
Totals:	52.80	70.40	70.40	70.40	70.40	70.40	0.00	404.80

**June 2023**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	17.60	17.60	0.00	35.20
Week 2	0.00	17.60	17.60	17.60	17.60	17.60	0.00	88.00
Week 3	17.60	17.60	17.60	17.60	17.60	17.60	0.00	105.60
Week 4	0.00	17.60	17.60	17.60	17.60	17.60	0.00	88.00
Week 5	17.60	17.60	0.00	17.60	17.60	0.00	0.00	70.40
Totals:	35.20	70.40	52.80	70.40	88.00	70.40	0.00	387.20

**May 2023**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	17.60	17.60	17.60	17.60	0.00	70.40
Week 5	17.60	17.60	17.60	17.60	0.00	0.00	0.00	70.40
Totals:	17.60	17.60	35.20	35.20	17.60	17.60	0.00	140.80

**Total Charges      \$1,214.40**

**Township of Puslinch**

Badenoch Soccer Pitch Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	17.60	17.60	17.60	0.00	0.00	52.80
Week 2	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 3	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 4	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 5	14.08	17.60	17.60	17.60	0.00	0.00	0.00	66.88
Totals:	56.32	70.40	88.00	88.00	70.40	0.00	0.00	373.12

**July 2022**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	14.08	17.60	17.60	17.60	17.60	14.08	0.00	98.56
Week 3	14.08	17.60	17.60	17.60	17.60	14.08	0.00	98.56
Week 4	14.08	17.60	17.60	17.60	17.60	14.08	0.00	98.56
Week 5	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Totals:	56.32	70.40	70.40	70.40	70.40	42.24	0.00	380.16

**June 2022**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	17.60	17.60	0.00	0.00	35.20
Week 2	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 3	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 4	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Week 5	14.08	17.60	17.60	17.60	17.60	0.00	0.00	84.48
Totals:	56.32	70.40	70.40	88.00	88.00	0.00	0.00	373.12

**May 2022**

Badenoch Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	17.60	17.60	17.60	17.60	0.00	0.00	70.40
Week 4	0.00	0.00	17.60	17.60	17.60	0.00	0.00	52.80
Week 5	14.08	17.60	17.60	0.00	0.00	0.00	0.00	49.28
Totals:	14.08	35.20	52.80	35.20	35.20	0.00	0.00	172.48

**Total Charges      \$1,298.88**

**Township of Puslinch**

Horse Paddock Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Horse Paddock	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**July 2023**

Horse Paddock	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**June 2023**

Horse Paddock	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	11.39	0.00	0.00	11.39
Week 2	0.00	0.00	0.00	0.00	11.39	0.00	56.97	68.36
Week 3	0.00	0.00	0.00	0.00	11.39	0.00	0.00	11.39
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	34.17	0.00	56.97	91.14

**Total Charges                    \$91.14**

**Township of Puslinch**

Horse Paddock Revenue Comparison From MAY 1,2022 To AUG 31,2022

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**June 2022**

Horse Paddock	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	52.84	52.84
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00	0.00	52.84	52.84
							<b>Total Charges</b>	<b>\$52.84</b>

**Township of Puslinch**

Morrison Meadows Ball Diamond Revenue Comparison From MAY 1,2023 To AUG 31,202

**August 2023**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	8.91	11.88	29.70	0.00	106.92	157.41
Week 2	0.00	29.70	0.00	0.00	29.70	0.00	0.00	59.40
Week 3	0.00	0.00	0.00	35.64	29.70	0.00	44.54	109.88
Week 4	38.61	0.00	0.00	0.00	29.70	0.00	0.00	68.31
Week 5	0.00	0.00	0.00	0.00	29.70	0.00	0.00	29.70
Totals:	38.61	29.70	8.91	47.52	148.50	0.00	151.46	424.70

**July 2023**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	29.70	8.91	11.88	0.00	0.00	0.00	50.49
Week 3	0.00	29.70	8.91	11.88	29.70	0.00	44.54	124.73
Week 4	0.00	29.70	8.91	11.88	29.70	0.00	0.00	80.19
Week 5	35.64	29.70	8.91	11.88	29.70	0.00	0.00	115.83
Week 6	115.83	29.70	0.00	0.00	0.00	0.00	0.00	145.53
Totals:	151.47	148.50	35.64	47.52	89.10	0.00	44.54	516.77

**June 2023**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	29.70	0.00	0.00	29.70
Week 2	0.00	29.70	8.91	11.88	29.70	0.00	0.00	80.19
Week 3	11.88	0.00	8.91	11.88	29.70	0.00	0.00	62.37
Week 4	118.80	29.70	8.91	11.88	29.70	0.00	0.00	198.99
Week 5	0.00	29.70	8.91	11.88	29.70	0.00	0.00	80.19
Totals:	130.68	89.10	35.64	47.52	148.50	0.00	0.00	451.44

**May 2023**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	29.70	0.00	0.00	29.70
Week 3	106.92	29.70	8.91	11.88	29.70	0.00	0.00	187.11
Week 4	0.00	29.70	8.91	11.88	29.70	0.00	0.00	80.19
Week 5	11.88	29.70	8.91	11.88	0.00	0.00	0.00	62.37
Totals:	118.80	89.10	26.73	35.64	89.10	0.00	0.00	359.37

**Total Charges      \$1,752.28**

**Township of Puslinch**

Morrison Meadows Ball Diamond Revenue Comparison From MAY 1,2022 To AUG 31,202

**August 2022**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	27.55	0.00	0.00	27.55
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	27.55	0.00	0.00	27.55

**July 2022**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	27.55	8.27	5.51	0.00	0.00	0.00	41.33
Week 3	0.00	27.55	8.27	5.51	27.55	0.00	0.00	68.88
Week 4	77.14	27.55	8.27	5.51	27.55	0.00	0.00	146.02
Week 5	0.00	27.55	8.27	5.51	27.55	0.00	77.14	146.02
Week 6	77.14	0.00	0.00	0.00	0.00	0.00	0.00	77.14
Totals:	154.28	110.20	33.08	22.04	82.65	0.00	77.14	479.39

**June 2022**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	5.51	27.55	0.00	0.00	33.06
Week 2	0.00	27.55	8.27	5.51	27.55	0.00	0.00	68.88
Week 3	77.14	27.55	8.27	5.51	27.55	0.00	0.00	146.02
Week 4	0.00	27.55	8.27	5.51	27.55	0.00	0.00	68.88
Week 5	77.14	27.55	8.27	5.51	27.55	0.00	0.00	146.02
Totals:	154.28	110.20	33.08	27.55	137.75	0.00	0.00	462.86

**May 2022**

Morrison Meadows Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	77.14	77.14
Week 2	77.14	27.55	0.00	0.00	27.55	0.00	77.14	209.38
Week 3	77.14	27.55	8.27	0.00	27.55	0.00	0.00	140.51
Week 4	0.00	27.55	116.27	5.51	27.55	0.00	0.00	176.88
Week 5	0.00	27.55	8.27	0.00	0.00	0.00	0.00	35.82
Totals:	154.28	110.20	132.81	5.51	82.65	0.00	154.28	639.73

**Total Charges      \$1,609.53**



**Township of Puslinch**

Morrison Meadows Picnic Shelter Revenue Comparison From MAY 1,2023 To AUG 31,2

**August 2023**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	91.16	0.00	0.00	0.00	0.00	0.00	148.01	239.17
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	91.08	0.00	0.00	0.00	0.00	0.00	0.00	91.08
Totals:	182.24	0.00	0.00	0.00	0.00	0.00	148.01	330.25

**July 2023**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	22.79	22.79
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	113.85	113.85
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 6	68.31	0.00	0.00	0.00	0.00	0.00	0.00	68.31
Totals:	68.31	0.00	0.00	0.00	0.00	0.00	136.64	204.95

**June 2023**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	91.16	0.00	0.00	0.00	0.00	0.00	0.00	91.16
Totals:	91.16	0.00	0.00	0.00	0.00	0.00	0.00	91.16

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**Total Charges      \$626.36**

**Township of Puslinch**

Morrison Meadows Picnic Shelter Revenue Comparison From MAY 1,2022 To AUG 31,2

**August 2022**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	84.56	84.56
Week 3	111.56	0.00	0.00	0.00	0.00	0.00	0.00	111.56
Week 4	111.56	0.00	0.00	0.00	0.00	111.56	0.00	223.12
Week 5	84.56	0.00	0.00	0.00	0.00	0.00	0.00	84.56
Totals:	307.68	0.00	0.00	0.00	0.00	111.56	84.56	503.80

**July 2022**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	111.56	0.00	0.00	0.00	0.00	0.00	0.00	111.56
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	111.48	111.48
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	111.56	0.00	0.00	0.00	0.00	0.00	111.48	223.04

**June 2022**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	108.60	0.00	0.00	0.00	0.00	0.00	0.00	108.60
Totals:	108.60	0.00	0.00	0.00	0.00	0.00	0.00	108.60

**May 2022**

Morrison Meadows Picnic Shelter	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	90.36	0.00	0.00	0.00	0.00	0.00	0.00	90.36
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	111.56	111.56
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	90.36	0.00	0.00	0.00	0.00	0.00	111.56	201.92

**Total Charges      \$1,037.36**

**Township of Puslinch**

Old Morriston Ball Diamond Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	23.65	59.39	59.39	0.00	0.00	142.43
Week 2	0.00	11.88	20.68	53.45	0.00	0.00	0.00	86.01
Week 3	26.40	0.00	0.00	47.51	0.00	26.51	44.54	144.96
Week 4	38.61	0.00	0.00	0.00	0.00	0.00	0.00	38.61
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	65.01	11.88	44.33	160.35	59.39	26.51	44.54	412.01

**July 2023**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	11.88	23.65	59.39	0.00	11.88	0.00	106.80
Week 3	47.52	11.88	23.65	59.39	59.39	0.00	0.00	201.83
Week 4	47.52	11.88	23.65	59.39	47.51	11.88	0.00	201.83
Week 5	95.03	0.00	23.65	59.39	59.39	11.88	0.00	249.34
Week 6	56.42	11.88	0.00	0.00	0.00	0.00	0.00	68.30
Totals:	246.49	47.52	94.60	237.56	166.29	35.64	0.00	828.10

**June 2023**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	11.88	0.00	0.00	11.88
Week 2	47.51	11.88	23.65	59.39	47.51	11.88	0.00	201.82
Week 3	47.52	0.00	11.88	11.88	11.88	11.88	0.00	95.04
Week 4	95.03	23.65	23.65	59.39	11.88	17.82	0.00	231.42
Week 5	95.03	11.88	23.65	59.39	59.39	0.00	0.00	249.34
Totals:	285.09	47.41	82.83	190.05	142.54	41.58	0.00	789.50

**May 2023**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	11.88	0.00	11.88	23.76
Week 3	0.00	11.88	11.88	11.88	11.88	0.00	0.00	47.52
Week 4	0.00	0.00	23.65	59.39	59.39	0.00	0.00	142.43
Week 5	47.51	11.88	23.65	11.88	0.00	0.00	0.00	94.92
Totals:	47.51	23.76	59.18	83.15	83.15	0.00	11.88	308.63

**Total Charges      \$2,338.24**

**Township of Puslinch**

Old Morriston Ball Diamond Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	33.06	0.00	0.00	33.06
Week 2	0.00	0.00	0.00	33.06	0.00	0.00	0.00	33.06
Week 3	0.00	44.08	0.00	0.00	33.06	0.00	0.00	77.14
Week 4	0.00	44.08	0.00	0.00	0.00	0.00	0.00	44.08
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	88.16	0.00	33.06	66.12	0.00	0.00	187.34

**July 2022**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	8.27	33.06	27.55	52.34	0.00	0.00	121.22
Week 3	44.07	8.27	55.10	0.00	52.34	0.00	0.00	159.78
Week 4	0.00	8.27	66.11	0.00	8.27	0.00	0.00	82.65
Week 5	44.07	44.08	5.51	33.06	8.27	0.00	0.00	134.99
Totals:	88.14	68.89	159.78	60.61	121.22	0.00	0.00	498.64

**June 2022**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	8.27	8.27	0.00	0.00	16.54
Week 2	0.00	0.00	49.58	0.00	8.27	0.00	0.00	57.85
Week 3	44.07	8.27	49.58	0.00	52.34	0.00	0.00	154.26
Week 4	0.00	68.87	5.51	33.06	8.27	5.51	0.00	121.22
Week 5	44.07	44.08	5.51	8.27	8.27	0.00	0.00	110.20
Totals:	88.14	121.22	110.18	49.60	85.42	5.51	0.00	460.07

**May 2022**

Old Morriston Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	113.51	0.00	8.27	0.00	0.00	121.78
Week 5	44.07	44.08	5.51	0.00	0.00	0.00	0.00	93.66
Totals:	44.07	44.08	119.02	0.00	8.27	0.00	0.00	215.44

**Total Charges      \$1,361.49**

**Township of Puslinch**

Alf Hales Room Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	16.50	0.00	16.50	0.00	0.00	33.00
Week 2	0.00	204.16	16.50	0.00	16.50	0.00	296.96	534.12
Week 3	0.00	0.00	16.50	14.72	16.50	0.00	0.00	47.72
Week 4	0.00	0.00	16.50	0.00	16.50	0.00	0.00	33.00
Week 5	0.00	0.00	16.50	5.92	16.50	0.00	0.00	38.92
Totals:	0.00	204.16	82.50	20.64	82.50	0.00	296.96	686.76

**July 2023**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	16.50	0.00	16.50	0.00	0.00	33.00
Week 3	0.00	0.00	16.50	0.00	16.50	0.00	148.48	181.48
Week 4	445.44	0.00	16.50	14.72	16.50	0.00	222.72	715.88
Week 5	0.00	0.00	16.50	0.00	16.50	0.00	137.72	170.72
Totals:	445.44	0.00	66.00	14.72	66.00	0.00	508.92	1,101.08

**June 2023**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	16.50	0.00	0.00	16.50
Week 2	296.96	25.72	28.45	11.00	111.54	11.00	222.72	707.39
Week 3	0.00	11.00	16.50	11.00	16.50	11.00	0.00	66.00
Week 4	0.00	11.00	16.50	25.72	20.94	11.00	185.60	270.76
Week 5	0.00	0.00	16.50	0.00	16.50	0.00	0.00	33.00
Totals:	296.96	47.72	77.95	47.72	181.98	33.00	408.32	1,093.65

**May 2023**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	11.00	124.15	11.00	16.50	11.00	0.00	173.65
Week 2	148.45	25.72	28.45	11.00	138.58	11.00	0.00	363.20
Week 3	137.72	11.00	16.50	33.12	16.50	11.00	0.00	225.84
Week 4	37.12	0.00	16.50	11.00	16.50	11.00	0.00	92.12
Week 5	0.00	11.00	72.18	11.00	0.00	0.00	0.00	94.18
Totals:	323.29	58.72	257.78	77.12	188.08	44.00	0.00	948.99

**Total Charges      \$3,830.48**

**Township of Puslinch**

Alf Hales Room Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	241.01	13.66	0.00	0.00	0.00	0.00	0.00	254.67
Week 3	0.00	0.00	0.00	103.29	0.00	0.00	0.00	103.29
Week 4	0.00	0.00	0.00	4.13	0.00	0.00	0.00	4.13
Week 5	130.25	0.00	0.00	206.58	0.00	0.00	0.00	336.83
Totals:	371.26	13.66	0.00	314.00	0.00	0.00	0.00	698.92

**July 2022**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	137.72	0.00	0.00	0.00	137.72
Week 4	0.00	0.00	0.00	103.29	0.00	0.00	137.72	241.01
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	104.20	104.20
Totals:	0.00	0.00	0.00	241.01	0.00	0.00	241.92	482.93

**June 2022**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	13.66	0.00	0.00	0.00	0.00	0.00	13.66
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	13.66	0.00	0.00	0.00	0.00	0.00	13.66

**May 2022**

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	54.64	0.00	0.00	54.64
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	224.97	224.97
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	54.64	0.00	224.97	279.61

**Total Charges \$1,475.12**

**Township of Puslinch**

Archie MacRobbie Hall Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	659.56	659.56
Week 2	542.08	0.00	0.00	0.00	0.00	0.00	711.01	1,253.09
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	542.08	0.00	0.00	0.00	0.00	0.00	711.01	1,253.09
Week 5	557.97	0.00	0.00	0.00	0.00	0.00	0.00	557.97
Totals:	1,642.13	0.00	0.00	0.00	0.00	0.00	2,081.58	3,723.71

**July 2023**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	542.08	0.00	0.00	542.08	0.00	711.01	659.56	2,454.73
Week 3	711.01	0.00	0.00	0.00	0.00	711.01	568.81	1,990.83
Week 4	542.08	0.00	0.00	542.08	542.08	0.00	659.56	2,285.80
Week 5	542.08	0.00	0.00	0.00	0.00	568.81	659.56	1,770.45
Totals:	2,337.25	0.00	0.00	1,084.16	542.08	1,990.83	2,547.49	8,501.81

**June 2023**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	542.08	0.00	0.00	0.00	0.00	0.00	711.01	1,253.09
Week 3	402.29	0.00	0.00	0.00	239.13	0.00	0.00	641.42
Week 4	318.84	0.00	0.00	0.00	0.00	568.81	711.01	1,598.66
Week 5	542.08	0.00	0.00	31.85	0.00	0.00	0.00	573.93
Totals:	1,805.29	0.00	0.00	31.85	239.13	568.81	1,422.02	4,067.10

**May 2023**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	711.01	711.01
Week 2	255.12	95.70	0.00	0.00	236.64	191.34	711.01	1,489.81
Week 3	295.80	0.00	0.00	15.93	255.12	0.00	711.01	1,277.86
Week 4	542.08	0.00	0.00	0.00	0.00	0.00	568.81	1,110.89
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	1,093.00	95.70	0.00	15.93	491.76	191.34	2,701.84	4,589.57

**Total Charges      \$20,882.19**

**Township of Puslinch**

Archie MacRobbie Hall Revenue Comparison From MAY 1,2022 To AUG 31,2022

**August 2022**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	659.56	635.91	1,295.47
Week 2	0.00	369.75	0.00	489.20	0.00	0.00	498.75	1,357.70
Week 3	502.86	0.00	0.00	221.85	0.00	0.00	767.56	1,492.27
Week 4	443.70	0.00	0.00	0.00	0.00	0.00	659.56	1,103.26
Week 5	279.75	0.00	0.00	502.86	0.00	0.00	0.00	782.61
Totals:	1,226.31	369.75	0.00	1,213.91	0.00	659.56	2,561.78	6,031.31

**July 2022**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	767.56	767.56
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	529.86	0.00	720.05	0.00	1,249.91
Week 4	0.00	0.00	0.00	221.85	0.00	0.00	498.75	720.60
Week 5	502.86	0.00	0.00	0.00	529.86	0.00	498.75	1,531.47
Week 6	610.86	0.00	0.00	0.00	0.00	0.00	0.00	610.86
Totals:	1,113.72	0.00	0.00	751.71	529.86	720.05	1,765.06	4,880.40

**June 2022**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	645.29	502.86	502.86	0.00	0.00	0.00	0.00	1,651.01
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	713.56	713.56
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	767.56	767.56
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	645.29	502.86	502.86	0.00	0.00	0.00	1,481.12	3,132.13

**May 2022**

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	333.75	100.58	0.00	0.00	434.33
Week 3	0.00	0.00	0.00	44.37	0.00	0.00	581.65	626.02
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	378.12	100.58	0.00	581.65	1,060.35

**Total Charges      \$15,104.19**



**Township of Puslinch**  
 Kitchen Revenue Comparison From MAY 1,2023 To AUG 31,2023

**August 2023**

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	217.90	0.00	0.00	0.00	0.00	0.00	217.90
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	217.90	0.00	0.00	0.00	0.00	0.00	217.90

**June 2023**

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	155.64	0.00	0.00	155.64
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	155.64	0.00	0.00	155.64

**May 2023**

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	155.64	0.00	0.00	0.00	155.64
Totals:	0.00	0.00	0.00	155.64	0.00	0.00	0.00	155.64

**Total Charges      \$529.18**

**Township of Puslinch**

Kitchen Revenue Comparison From MAY 1,2022 To AUG 31,2022

**July 2022**

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Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	0.00	0.00	0.00	144.32	0.00	0.00	144.32
Week 4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	144.32	0.00	0.00	144.32

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**Total Charges      \$144.32**



## **REPORT REC-2023-010**

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TO: Recreation Advisory Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 3, 2023

SUBJECT: Proposed Amendment to Recreation Advisory Committee Terms of Reference

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### RECOMMENDATIONS

That staff report REC-2023-10 regarding the Proposed Amendment to Recreation Advisory Committee Terms of Reference be received for information; and further,

That the Recreation Advisory Committee endorse the proposed amendment to the Committee's Terms of Reference to increase the number of Committee meeting per year to eight (8) including two (2) joint committee meetings with the Youth Advisory Committee to be considered by Council at a future meeting.

### Purpose

The purpose of this report is to provide the Recreation Advisory Committee with a proposed amendment to the Recreation Advisory Committee's terms of reference to increase the number of Recreation Advisory Committee meetings from four (4) to eight (8) per year including two (2) joint committee meetings with the Youth Advisory Committee. Staff is seeking the Committee's endorsement of the proposed amendment to the Recreation Advisory Committee's Terms of Reference.

### Background

At the September 6, 2023 Council Meeting Council directed staff to present an amendment to the Recreation Advisory Committee's Terms of Reference to increase the number of Committee meetings from four (4) per year to eight (8). Council directed that two of the additional meetings should be joint committee meetings with the Youth Advisory Committee.

Comments

Should the Committee endorse the recommendation to amend the Recreation Advisory Committee's Terms of Reference staff have prepared Report-2023-11 – Proposed 2024 Recreation Advisory Committee Meeting Schedule to reflect the increased number of meetings.

Financial Implications

Staff are to draft a base budget operating increase request for the increase in per diems to be included for consideration as part the proposed 2024 Budget.

Applicable Legislation and Requirements

None

Attachments

Schedule 'A' – Draft Recreation Advisory Committee Terms of Reference



## Township of Puslinch Council Recreation Advisory Committee Terms of Reference

TERM: 2022-2026  
ADOPTED: December 7, 2022  
REVISED:

### 1. ENABLING LEGISLATION

The Township's Procedural By-law provides that Council may at any time as is deemed necessary establish a Committee for matters within its jurisdiction.

The Recreation Committee was established through the adoption of By-law Number 2015-10.

### 2. ROLE

To serve in an advisory capacity to Township of Puslinch Council on matters, issues and policies that relate to recreation within the Township of Puslinch with a focus on maximizing the Township's recreation resources.

### 3. MANDATE

The primary function of the Recreation Committee is to advise Council and make recommendations on issues that affect recreation facilities, parks, playing fields, playgrounds, programs and community centre. In addition, the Recreation Advisory Committee is responsible to provide a forum for the exchange of information and engagement with the community.

### 4. PURPOSE

The Committee will accomplish its mandate by:

1. Advising Council where applicable;
2. Act as an advocate for recreation within the Township;
3. Receiving the Township proposed user Fees and Charges By-law and capital and operating quarterly reports;

4. Reviewing practices and policies identified by staff and Council and making recommendations to improve the delivery of services to the public.
5. Encouraging and assisting, where necessary, programs of recreation to meet the needs and interests of the community;
8. Actively engage the Community on matters relating to recreation by promoting public awareness of Township recreational services;
9. Discussing concerns raised by the public and staff.

5. TYPE OF COMMITTEE

Council Advisory Committee

6. MEMBERSHIP AND ROLES AND RESPONSIBILITIES

a. Composition

- i. The Recreation Committee is composed of the following Members:
- ii. One (1) Council Member as appointed for the term by Council; four (4) members of the public as appointed by Council; and one (1) Township staff member being the Committee Coordinator (non-voting member).
- iii. A Member's term on the committee shall be concurrent with the Term of Council or until a successor is appointed.

b. Roles and Responsibilities

- i. The Chair shall be the Councillor appointed to the Recreation Advisory Committee and shall be appointed at the first meeting of the Committee and shall serve in this capacity for 4 (four) years being the term of Council.
- ii. When the Chair is absent from a meeting, the Acting Chair may exercise all the rights, powers and authorities of the Chair. The Acting Chair will be identified based on a scheduled prepared for the full 4 (four) year term.



iii. The Chair's main role is to facilitate meetings.

c. Subcommittees

i. Subcommittees may be formed to complete specific tasks related to the Recreation Committee mandate and purpose but must report through the Recreation Committee. The maximum membership on any subcommittee is no more than two (2).

d. Qualifications

a. Citizen Appointee with the following qualifications:

- i. Interest in recreation;
- ii. Demonstrated commitment and interest in the municipality;
- iii. Knowledge of Township programs, clubs, sports organizations, etc. is considered an asset in addition to the following:
  1. Marketing / Communications
  2. Fundraising
  3. Financial
- iv. Flexibility to attend evening meetings is required including Special meetings with notice given in accordance with the Township Procedural By-law;
- v. Resident of the Township of Puslinch for the duration of the term;
- vi. At least 18 years of age;
- vii. Shall apply and be appointed by Council at the commencement of each new term

7. MEETING SCHEDULE

The Committee meets six (6) times annually on the third Tuesday of the month at 7:00 p.m., or another time mutually agreed upon by the Committee, and as many additional times as the Committee deems necessary. Additionally, the Committee shall meet two (2) times annually jointly with the Youth Advisory Committee.

During a municipal election year, meetings shall be cancelled where possible in the last quarter.



TOWNSHIP OF  
**PUSLINCH**  
EST. 1850

8. PROCEDURES AND PROTOCOLS

The Township Recreation Advisory Committee shall adhere to the Township's Procedural By-law.

DRAFT





## **REPORT REC-2023-011**

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TO: Recreation Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 3, 2023

SUBJECT: Proposed 2024 Recreation Advisory Committee Meeting Schedule

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### RECOMMENDATIONS

That staff report REC-2023-11 regarding the Proposed 2024 Recreation Advisory Committee Schedule be received for information; and further,

That the 2024 Recreation Advisory Committee Schedule be approved as presented.

### Purpose

The purpose of this report is to provide the Recreation Committee with the proposed 2024 Recreation Committee Meeting Schedule.

### Background

The Committee's proposed Terms of Reference will state that the Recreation Advisory Committee will meet six (6) times annually on the third Tuesday of each month at 7:00 p.m. with two (2) joint meetings with the Youth Advisory Committee.

### Comments

Below are the dates of the 2024 Recreation Committee Meetings:

2024 Meeting Dates
Monday January 15, 2024 Joint meeting with Youth Advisory Committee at 6:00 p.m.
February 20, 2024
April 16, 2024

Monday May 6, 2024 Joint meeting with Youth Advisory Committee at 6:00 p.m.
June 18, 2024
September 17, 2024
October 15, 2024
November 19, 2024

### Financial Implications

Staff to draft base budget operating increase request for the increase in per diems to be included for consideration as part the proposed 2024 Budget.

### Applicable Legislation and Requirements

None

### Attachments

None



## **REPORT REC-2023-012**

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TO: Recreation Advisory Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 3, 2023

SUBJECT: Committee Goals and Objectives Training

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### RECOMMENDATIONS

That staff report REC-2023-012 regarding Committee Goals and Objectives Training be received for information.

#### Purpose

The purpose of this report is to review the purpose for setting Committee Goals and Objectives.

#### Background

At the beginning of each term, the Recreation Advisory Committee sets Committee Goals and Objectives for approval and endorsement by Council. Goals and Objectives may be considered for addition at any point over the term with the Committee's endorsement of a completed Goals and Objective Proposal form to be sent to Council for consideration and approval.

Council may also refer items to the Committee which will then form part of the Committee's Goals and Objectives. An example of a Goal/Objective that was referred by Council to the Committee is the Committee's Fundraising for the Parks Revitalization Project and Electronic Sign at the Puslinch Community Centre Goal/Objective.

#### Comments

In order to facilitate and streamline the Committee's consideration for future Goals/Objectives staff have developed a criteria to guide the Committee in drafting it Goals/Objectives Proposals.

Goals and Objectives initiated by the Committee must be Committee-led initiatives. In general goals/objectives proposed by the Committee must meet the following criteria:

- Any costs associated with the Goal/Objective should be covered through fundraising or grants to be pursued and completed by the Committee; requests for budget should only be considered if all other funding options have been exhausted.
- Goals/Objectives must be able to be completed by the Committee's members or through the Committee members seeking volunteers to assist with projects.
- Goals/Objectives should be primarily completed through sub-committee work outside of regular committee meetings and require minimal staff resources.

Financial Implications

None

Applicable Legislation and Requirements

None

Attachments

Attachment 1 – Advisory Committee Goals and Objectives Standard Operating Procedure

Attachment 2 – Advisory Committee Goals and Objectives Proposal Form



**SOP:** Advisory Committee Goals and Objectives

**Last updated:** October 1, 2021

**Department:** Advisory Committees

**Online form?** No

**Payment required?** No

**Staff responsible:** Advisory Committees, Subcommittees, Committee Secretary

**Purpose:** Brief description of the department responsible and list the main job functions below:

- Review approved annual committee goals and objectives
- Develop a detailed proposal of how implementation of the goal or objective will be achieved
- Provide a detailed break-down of budget implications if applicable

**Procedure:**

1. Considerations when developing a detailed proposal:
  - Review of the specific goal or objective.
  - Has the demand or need been adequately established for the initiative? Provide these details in the proposal.
  - Are there legislative requirements that need to be considered and adhered to?
  - Are there comparator municipalities offering something similar? This may not be applicable to all initiatives but should be considered when developing the proposal.
  - Will any aspect the initiative require Township funding? Are there alternatives such as fundraising or grant options available? The committee secretary can assist. If fundraising is recommended, be specific as to how fundraising will be done and what Township resources are required.
  - Develop a detailed breakdown of the costs and include detail documentation for any cost estimates.



- Consider sourcing options and whether any Township Policies such as the procurement policy need to be adhered to. The committee secretary should attend subcommittee meetings to provide this information.
  - Does the initiative require marketing or advertising? Consider the Township media platforms and/or Township events (Fall Fair, Farmer's Market, etc.) and provide detail of how best to inform the community if applicable. Include the cost of advertising if applicable.
  - Will the initiative require staff resources? The committee secretary can assist. Include how many hours per week, and how many staff.
  - Will the initiative generate revenue? Provide details for revenue assumptions. The committee secretary can assist with next steps if this is applicable.
  - Will this be an expense each year or is this a one-time expense?
2. Once the goals and objectives have been approved by Committee and Council:
- If the item does not require funding, the subcommittee can work through the initiative and report back to the committee at the frequency identified.
  - If the item requires budget approval, the subcommittee can begin work once the budget amount has been approved by Council.
  - The committee secretary will work with their department head to complete either a base budget increase request form (operating budget) or a capital budget request form.
  - The subcommittee will submit any quotes to the committee secretary who will confirm the quote meets the approved proposal and budget amount in collaboration with their department head, and ensure the purchase is in compliance with the Township Procurement Policy.
  - The committee member or committee secretary can then make the purchase. If payment up-front is required, the committee secretary will use the corporate credit card in accordance with Township policy. If the purchase can be invoiced, the committee member can proceed with the order once approved by the committee secretary and department head. The committee member will then provide the invoice to the committee secretary to ensure payment is made by the Finance team.
  - The committee secretary will report on the status of goals and objectives to Council at year-end.



TOWNSHIP OF  
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**Township of Puslinch**  
**Advisory Committee Goals and Objectives Proposal Form**

Name of Goal/Objective:

Description of Goal/Objective:

Has the demand or need been adequately established for the initiative?

Yes

No

If yes, provide details supporting the demand/need for the initiative:

Are there legislative requirements that need to be considered and adhered to?

Yes

No

If yes, provide details of legislative requirements that need to be adhered to:



TOWNSHIP OF  
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EST. 1850

## Township of Puslinch Advisory Committee Goals and Objectives Proposal Form

How will the initiative be funded? (Select all that apply)

Budget Request

Grant

Fundraising

Provide a description of how the initiative will be funded (e.g. If fundraising is recommended how will the fundraising be done and what Township resources are required?)

Provide a detailed breakdown of the costs and attach documentation for any cost estimates.

Will this be an expense each year or will this be a one-time expense?

Expense each year

One-time expense





TOWNSHIP OF  
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## Township of Puslinch Advisory Committee Goals and Objectives Proposal Form

Provide how services or items for this project will be sourced. Consider if any Township Policies such as the Procurement Policy need to be adhered to.

Does this initiative require marketing or advertising?

Yes

No

If yes, describe what marketing or advertising channels will be used (e.g. Social Media, Traditional or Digital Advertising, Township Events, etc.) and provide detail on why these channels are best to reach the target audience. (Any costs associated with marketing or advertising should be included in the detailed breakdown above. If an external advertiser is identified an external advertisement proposal must be submitted as well.)

Will this initiative require staff resources?

Yes

No

If yes, describe the staff resources required. (Include how many staff and how many hours per week)



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**Township of Puslinch**  
**Advisory Committee Goals and Objectives Proposal Form**

Will this initiative generate revenue?

Yes

No

If yes, provide details for the amount of revenue and indicate if there is a specific purpose proposed for this revenue.



## **REPORT REC-2023-013**

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TO: Recreation Advisory Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 3, 2023

SUBJECT: 2022 - 2026 Committee Goals and Objectives

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### **RECOMMENDATIONS**

That staff report REC-2023-013 entitled 2022-2026 Recreation Advisory Committee Goals and Objectives be received for information; and,

That the Committee approves the 2022-2026 Recreation Advisory Committee Goals/Objectives as presented for Council's endorsement at a future Council meeting.

### **Purpose**

The purpose of this report is to review the goals and objectives for the 2022-2026 Term.

### **Background**

The 2021-2022 Recreation Advisory Committee Goals and Objectives were reviewed at the February 21, 2023 Committee meeting. Staff requested that Committee members provide any additional Goals and Objectives to be considered for addition to the 2022-2026 term to Staff by May 2, 2023.

### **Comments**

The Committee provided several goals and objectives for the Committee's consideration for the 2022-2026 term. Staff have reviewed the Goals and Objectives and provided the following information for the Committee:

Goal/Objective  
Morrison Meadows Small Ball Diamond Upgrade

Update: Morriston Meadows Ball Diamond resurfacing and player bench maintenance took place earlier in 2023. Since, staff have not have not received any inquiries for rentals during the 2023 season. Further improvements are not recommended at this time.

Goal/Objective

Wayne Stokley Trail Bench

Update: A Donation Policy is currently being drafted by staff for Council’s consideration. This Donation Policy intends to include a commemorative bench program to assist with providing benches in accordance with the Recreation and Parks Master Plan. Staff advise that the Wayne Stokley bench be a fundraising opportunity that the Committee develops through the Fundraising Sub-committee to complete the Goals and Objectives Proposal following the adoption of the Donation Policy.

Proposed 2022-2026 Goals/Objectives

Below is the proposed list of goals and objectives including carried forward goals and objectives for the Recreation Advisory Committee 2022-2026 Council term. Following approval by the Committee, the goals and objectives will be sent to Council for approval and endorsement.

Goal/Objective	Sub-Committee	Budget	Person(s) Responsible	2022-2026 Status/Timeline Update
Regular Reporting to Council on Recreation initiatives and progress	N	N	Secretary of the Committee	Provide two annual reports to Council each year. 1) Approval of Committee Goals and Objectives 2) Progress reports of Committee Goals and Objectives
Recreation Facilities Promotion	Y	Y	Sub-Committee	Sub-Committee has been established to identify and assist in execution of promotion of Township Recreation Facilities.

Engagement Opportunities	Y	N	Sub-Committee	Sub-committee has been established to execute engagement opportunities for recreation and Township recreation facilities.
Fundraising Sub-committee	Y	Y	Sub-committee	Sub-committee has been established to plan the following fundraising projects: <ul style="list-style-type: none"> <li>- Fundraising Opportunities for the Parks Revitalization Projects</li> <li>- Fundraising opportunities for Puslinch Community Centre Electronic Sign Replacement</li> <li>- Wayne Stokley Trail Bench development of Goals/Objectives proposal</li> </ul>
Open Gym on PD days	N	Y	Secretary of the Committee	Staff to bring report to the November 2023 Recreation Advisory Committee meeting
Parks Master Plan Update	N	N	Director of Public Works, Parks and Facilities	Provide verbal update regarding the Parks Master Plan at each Recreation Advisory Committee Meeting.

#### Financial Implications

Goals and Objectives with budget implications will be finalized with Goals and Objectives Proposals for the October 3, 2023 Recreation Advisory Committee Meeting.

#### Applicable Legislation and Requirements

None

#### Attachments

None



## **REPORT REC-2023-014**

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TO: Recreation Committee

FROM: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 3, 2023

SUBJECT: Proposed 2024 Recreation Advisory Committee Budget

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### RECOMMENDATIONS

That staff report REC-2023-014 regarding the proposed 2024 Recreation Advisory Committee Budget be received for information.

#### Purpose

The purpose of this report is to provide the Recreation Advisory Committee with the proposed committee budget for 2024.

#### Background

As part of the budget process, Advisory Committee's must submit their budget requests for the year to support the Committee's Goals and Objectives. The Committee's approved budget proposal will be sent to Council for consideration with the proposed 2024 Budget.

#### Comments

The approved budget for 2023 and proposed 2024 budget are listed in the table below. As of the date of publishing this report, no 2024 budget requests have been received.

Expenditures	2023 Budget	2024 Budget
Office Supplies & Equipment	\$100	\$100
Mileage	\$150	\$150
Training	\$500	\$500
Meals	\$50	\$50
Accommodations	\$500	\$500

The 2023 base budget increase of \$4,800 for promotion of Township recreation facilities was approved but was allocated under Corporate Advertising Budget (not identified as part of the Recreation Committee Budget). The same amounts will be proposed for the 2024 budget as outlined below.

Department	Notes	2023 Budget	2024 Budget
PCC	Promotion of Puslinch Community Centre	\$1,600	\$1,600
ORC	Promotion of Optimist Recreation Centre	\$1,600	\$1,600
Parks	Promotion of Parks	\$1,600	\$1,600

#### Financial Implications

The Recreation Advisory Committee did not have any budget requests for the proposed 2024 budget. Therefore, the Committee's base budget will be provided to Council for consideration with the proposed 2024 Corporate Budget.

#### Applicable Legislation and Requirements

None

#### Attachments

None