



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 4, 2025 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: March 4, 2025

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
7. Consent Agenda ≠
 - 7.1. October 15, 2024 Recreation Advisory Committee Minutes
 - 7.2. Facility Revenues and previous year comparators for October 1, 2024 to December 31, 2024
 - 7.2.1. Aberfoyle Baseball Diamond



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- 7.2.2. Aberfoyle Senior Soccer Pitch
- 7.2.3. Morriston Meadows Picnic Pavilion
- 7.2.4. Old Morriston Park Baseball Diamond
- 7.2.5. Optimist Recreation Centre Gym
- 7.2.6. Optimist Recreation Centre Rink
- 7.2.7. Puslinch Community Centre Alf Hales Room
- 7.2.8. Puslinch Community Centre Archie MacRobbie Hall
- 7.2.9. Puslinch Community Centre Kitchen
- 7.2.10. Puslinch Tennis Courts
(Circulated under separate cover)

Recommendation:

That the Consent Agenda items listed for the March 4, 2025 Recreation and Community Wellness Advisory Committee meeting be received for information.

8. Reports ≠

8.1. Report – REC-2025-001 – Terms of Reference and Goals/Objectives Training

Recommendation:

That report REC-2025-001 entitled Terms of Reference and Goals/Objectives Training be received for information.

8.2. Report – REC-2025-002 – 2022-2026 Goals and Objectives Update

Recommendation:

That report REC-2025-002 entitled 2022-2026 Goals and Objectives Update be received for information.

8.3. Report – REC-2025-003 – Committee Active 2025 Goals/Objectives Direction - User Fees and Charges Analysis

Recommendation:

That Report REC-2025-003 entitled Committee Active 2025 Goals/Objectives Direction - User Fees and Charges Analysis be received; and

That _____ & _____ be appointed to the Reduced Rate Eligibility Subcommittee; and,



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That a Committee Memo from the Reduced Rate Eligibility Sub-committee including the sub-committee's recommendations be presented at the June 17, 2025 Committee meeting for the Committee's consideration; and,

That _____ & _____ be appointed to the Resident and Non-Resident Rate Analysis Sub-committee; and,

That a Committee Memo from the Resident and Non-Resident Rate Analysis Sub-Committee including the sub-committee's recommendations be presented at the June 17, 2025 Committee meeting for the Committee's consideration.

8.4. Verbal Update – Director of Public Works, Parks and Facilities

Recommendation:

That the verbal update be received for information.

9. Correspondence
10. Announcements
11. Notice of Motion
12. New Business
13. Adjournment ≠



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OCTOBER 15, 2024 RECREATION ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

MINUTES

DATE: October 15, 2024

MEETING: 7:00 P.M.

The October 15, 2024 Recreation Advisory Committee was held on the above date and called to order at 7:02 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34, and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Jessica Goyda

Mary Christidis

Stephanie McCrone

Tracey McQueen

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Interim Deputy Clerk

Absent:

Joanna Jefferson

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-022:

Moved by Mary Christidis and
Seconded by Stephanie McCrone

That the Recreation Advisory Committee approves the October 15, 2024 Agenda as circulated.

CARRIED



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5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 September 15, 2024 Recreation Advisory Committee Minutes

7.2 2025 Proposed User Fees and Charges By-law

Resolution No. 2024-023:

Moved by Tracey McQueen and
Seconded by Mary Christidis

That Consent Agenda item 7.1 for the October 15, 2024 Recreation Advisory Committee meeting be received for information.

Resolution No. 2024-024:

Moved by Tracey McQueen and
Seconded by Stephanie McCrone

That Consent Agenda items 7.2 for the October 15, 2024 Recreation Advisory Committee meeting be received for information; and,

That the Recreation Advisory Committee provides the following comments for Council's consideration:

That non-resident rental rates be established for all other recreation facilities other than the Puslinch Community Centre.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Report – REC-2024-009 – 2022-2026 Goals and Objectives

Resolution No. 2024-025:

Moved by Stephanie McCrone and
Seconded by Tracey McQueen

That report REC-2024-009 entitled 2022-2026 Recreation Advisory Committee Goals and Objectives Update be received for information; and that,

Tracey McQueen be appointed to the Recreation Facilities Promotion Sub-committee and,



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That the Recreation Facility Promotion Sub-committee draft a Committee Memo to be presented at the next Committee meeting discussing the gaps in current facility rentals.

CARRIED

8.2 Committee Memo – MEMO-2024-002 – Letter in Support of New Horizons for Seniors Grant

Resolution No. 2024-026:

Moved by Mary Christidis and
Seconded by Stephanie McCrone

That Committee Memo MEMO-2024-002 entitled Letter in Support of New Horizons Seniors Grant be received for information; and,

That the letter attached as Schedule A to this Committee Memo, the survey results and the key findings be circulated and shared with local Puslinch Community Groups.

CARRIED

8.3 Committee Memo – MEMO-2024-003 – Community User Group Data Collection and Questionnaire

Resolution No. 2024-027:

Moved by Mary Christidis and
Seconded by Stephanie McCrone

That Committee Memo MEMO-2024-003 entitled Community User Group Data Collection and Questionnaire be received for information; and,

That the Community Liaison Sub-committee draft a Goals/Objectives Proposal form for Council's consideration; and,

That staff revise the Questionnaire as amended prior to the Goals/Objectives Proposal form being prepared.

CARRIED

8.3 Verbal Update – Director of Public Works, Roads and Facilities

Resolution No. 2024-028:

Moved by Stephanie McCrone and
Seconded by Tracey McQueen

That the verbal update be received for information.



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9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2024-029:

Moved by Tracey McQueen and
Seconded by Mary Christidis

That the Recreation Advisory Committee hereby adjourns at 8:46 p.m.

CARRIED

Township of Puslinch

Aberfoyle Ball Diamond Revenue Comparison From OCT 1,2024 To DEC 31,2024

October 2024

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	55.12	0.00	0.00	0.00	0.00	0.00	55.12
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	55.12	0.00	0.00	0.00	0.00	0.00	55.12

November 2023

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
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	65.33	0.00	0.00	65.33

October 2023

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	53.46	0.00	0.00	0.00	0.00	0.00	53.46
Week 2	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 3	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 4	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	53.46	0.00	0.00	195.99	0.00	0.00	249.45

Total Charges \$369.90

Township of Puslinch

Aberfoyle Ball Diamond Revenue Comparison From OCT 1,2023 To DEC 31,2023

November 2023

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
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	65.33	0.00	0.00	65.33

October 2023

Aberfoyle Ball Diamond	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	53.46	0.00	0.00	0.00	0.00	0.00	53.46
Week 2	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 3	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 4	0.00	0.00	0.00	0.00	65.33	0.00	0.00	65.33
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	53.46	0.00	0.00	195.99	0.00	0.00	249.45

October 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	66.10	0.00	0.00	66.10
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	66.10	0.00	0.00	66.10

Total Charges \$380.88

Township of Puslinch

Aberfoyle SR Soccer Pitch Revenue Comparison From OCT 1,2024 To DEC 31,2024

November 2024

Aberfoyle SR 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	14.25	0.00	0.00	0.00	23.46	37.71
Week 3	23.46	0.00	14.25	0.00	0.00	0.00	11.73	49.44
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:	23.46	0.00	28.50	0.00	0.00	0.00	35.19	87.15

October 2024

Aberfoyle SR Soccer Pitch	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	25.98	25.98	25.98	0.00	0.00	77.94
Week 2	0.00	0.00	0.00	14.25	14.25	0.00	11.73	40.23
Week 3	0.00	0.00	14.25	14.25	14.25	0.00	14.25	57.00
Week 4	0.00	0.00	14.25	14.25	14.25	0.00	11.73	54.48
Week 5	11.73	0.00	14.25	0.00	0.00	0.00	0.00	25.98
Totals:	11.73	0.00	68.73	68.73	68.73	0.00	37.71	255.63

Total Charges \$342.78

Township of Puslinch

Aberfoyle SR Soccer Pitch Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00

Township of Puslinch

Morrison Meadows Picnic Shelter Revenue Comparison From OCT 1,2024 To OCT 31,2

October 2024

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	93.99	93.99
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	93.99	93.99
							Total Charges	\$93.99

Township of Puslinch

Morrison Meadows Picnic Shelter Revenue Comparison From OCT 1,2023 To DEC 31,2

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00

Township of Puslinch

Old Morriston Ball Diamond Revenue Comparison From OCT 1,2024 To OCT 31,2024

October 2024

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	6.12	0.00	0.00	0.00	0.00	0.00	0.00	6.12
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:	6.12	0.00	0.00	0.00	0.00	0.00	0.00	6.12
							Total Charges	\$6.12

Township of Puslinch

Old Morriston Ball Diamond Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00

Township of Puslinch

Gym Revenue Comparison From OCT 1,2024 To DEC 31,2024

December 2024

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	216.42	140.53	120.86	82.85	194.64	7.14	216.43	978.87
Week 2	270.53	140.53	207.47	10.71	194.64	7.14	270.53	1,101.55
Week 3	288.56	140.53	207.47	173.03	194.64	7.14	90.18	1,101.55
Week 4	72.14	68.39	180.35	0.00	0.00	7.14	126.25	454.27
Week 5	198.39	87.68	180.35	0.00	0.00	0.00	0.00	466.42
Totals:	1,046.04	577.66	896.50	266.59	583.92	28.56	703.39	4,102.66

November 2024

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	7.14	0.00	7.14
Week 2	72.14	140.53	129.79	64.82	158.57	7.14	180.35	753.34
Week 3	90.18	108.21	160.50	136.96	158.57	7.14	180.35	841.91
Week 4	288.56	140.53	124.43	82.85	194.64	7.14	162.33	1,000.48
Week 5	0.00	140.53	174.97	82.85	194.64	115.35	144.28	852.62
Totals:	450.88	529.80	589.69	367.48	706.42	143.91	667.31	3,455.49

October 2024

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	106.58	72.14	108.22	0.00	0.00	286.94
Week 2	90.18	140.53	113.72	10.71	122.50	7.14	0.00	484.78
Week 3	0.00	0.00	117.29	10.71	158.57	7.14	0.00	293.71
Week 4	126.25	140.53	128.00	10.71	158.57	7.14	144.28	715.48
Week 5	26.88	140.53	122.65	64.82	68.39	0.00	0.00	423.27
Totals:	243.31	421.59	588.24	169.09	616.25	21.42	144.28	2,204.18

December 2023

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	87.45	87.45
Week 2	0.00	97.86	132.84	45.39	80.37	0.00	139.92	496.38
Week 3	192.39	97.86	62.88	115.35	132.84	0.00	174.90	776.22
Week 4	0.00	97.86	132.84	150.33	115.35	0.00	0.00	496.38
Week 5	0.00	0.00	0.00	62.88	73.29	122.43	0.00	258.60
Totals:	192.39	293.58	328.56	373.95	401.85	122.43	402.27	2,115.03

November 2023

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	45.39	132.84	0.00	0.00	178.23
Week 2	87.45	132.84	139.78	45.39	80.37	0.00	0.00	485.83
Week 3	244.86	97.86	69.82	45.39	80.37	0.00	122.43	660.73
Week 4	122.43	132.84	62.88	115.35	80.37	174.90	87.45	776.22
Week 5	0.00	97.86	62.88	45.39	132.84	0.00	0.00	338.97

Township of Puslinch

Gym Revenue Comparison From OCT 1,2024 To DEC 31,2024

Totals:	454.74	461.40	335.36	296.91	506.79	174.90	209.88	2,439.98
October 2023								
Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	69.96	62.88	62.88	45.39	80.37	0.00	52.47	373.95
Week 2	0.00	0.00	62.88	45.39	80.37	0.00	174.90	363.54
Week 3	174.90	115.35	62.88	45.39	80.37	0.00	244.86	723.75
Week 4	52.47	132.84	69.82	45.39	115.35	209.88	69.96	695.71
Week 5	174.90	132.84	87.31	0.00	0.00	0.00	0.00	395.05
Totals:	472.23	443.91	345.77	181.56	356.46	209.88	542.19	2,552.00
							Total Charges	\$16,869.34

Township of Puslinch

Gym Revenue Comparison From OCT 1,2023 To DEC 31,2023

December 2023

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	87.45	87.45
Week 2	0.00	97.86	132.84	45.39	80.37	0.00	139.92	496.38
Week 3	192.39	97.86	62.88	115.35	132.84	0.00	174.90	776.22
Week 4	0.00	97.86	132.84	150.33	115.35	0.00	0.00	496.38
Week 5	0.00	0.00	0.00	62.88	73.29	122.43	0.00	258.60
Totals:	192.39	293.58	328.56	373.95	401.85	122.43	402.27	2,115.03

November 2023

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	45.39	132.84	0.00	0.00	178.23
Week 2	87.45	132.84	139.78	45.39	80.37	0.00	0.00	485.83
Week 3	244.86	97.86	69.82	45.39	80.37	0.00	122.43	660.73
Week 4	122.43	132.84	62.88	115.35	80.37	174.90	87.45	776.22
Week 5	0.00	97.86	62.88	45.39	132.84	0.00	0.00	338.97
Totals:	454.74	461.40	335.36	296.91	506.79	174.90	209.88	2,439.98

October 2023

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	69.96	62.88	62.88	45.39	80.37	0.00	52.47	373.95
Week 2	0.00	0.00	62.88	45.39	80.37	0.00	174.90	363.54
Week 3	174.90	115.35	62.88	45.39	80.37	0.00	244.86	723.75
Week 4	52.47	132.84	69.82	45.39	115.35	209.88	69.96	695.71
Week 5	174.90	132.84	87.31	0.00	0.00	0.00	0.00	395.05
Totals:	472.23	443.91	345.77	181.56	356.46	209.88	542.19	2,552.00

December 2022

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	61.54	0.00	81.10	142.64
Week 2	178.42	61.54	54.14	12.88	61.54	0.00	0.00	368.52
Week 3	145.98	93.98	54.14	12.88	61.54	0.00	129.76	498.28
Week 4	0.00	93.98	54.14	12.88	61.54	64.88	0.00	287.42
Week 5	0.00	0.00	226.12	110.20	175.08	0.00	64.88	576.28
Totals:	324.40	249.50	388.54	148.84	421.24	64.88	275.74	1,873.14

November 2022

Gym	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	54.14	126.42	158.86	0.00	64.88	404.30
Week 2	64.88	175.08	135.24	110.20	61.54	0.00	97.32	644.26
Week 3	218.97	126.42	54.14	93.98	93.98	0.00	194.64	782.13
Week 4	64.88	93.98	119.02	12.88	126.42	129.76	81.10	628.04
Week 5	0.00	61.54	119.02	12.88	0.00	0.00	0.00	193.44

Township of Puslinch

Gym Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	348.73	457.02	481.56	356.36	440.80	129.76	437.94	2,652.17
October 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	61.54	54.14	12.88	61.54	0.00	64.88	254.98
Week 3	0.00	0.00	54.14	12.88	158.86	0.00	64.88	290.76
Week 4	0.00	158.86	54.14	77.76	126.42	0.00	0.00	417.18
Week 5	129.76	61.54	54.14	77.76	126.42	0.00	72.54	522.16
Week 6	129.76	12.88	0.00	0.00	0.00	0.00	0.00	142.64
Totals:	259.52	294.82	216.56	181.28	473.24	0.00	202.30	1,627.72
							Total Charges	\$13,260.04

Township of Puslinch

Rink Revenue Comparison From OCT 1,2024 To DEC 31,2024

December 2024

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	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

November 2024

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	79.26	0.00	158.52	79.26	158.52	0.00	0.00	475.56
Week 3	0.00	0.00	0.00	79.26	0.00	0.00	79.26	158.52
Week 4	0.00	0.00	158.52	0.00	158.52	0.00	0.00	317.04
Week 5	0.00	0.00	0.00	79.26	0.00	0.00	0.00	79.26
Totals:	79.26	0.00	317.04	237.78	317.04	0.00	79.26	1,030.38

October 2024

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	118.89	0.00	0.00	0.00	0.00	118.89
Week 2	79.26	118.89	0.00	0.00	0.00	0.00	0.00	198.15
Week 3	0.00	0.00	0.00	79.26	118.89	0.00	0.00	198.15
Week 4	0.00	0.00	158.52	79.26	158.52	0.00	0.00	396.30
Week 5	79.26	0.00	0.00	79.26	0.00	0.00	0.00	158.52
Totals:	158.52	118.89	277.41	237.78	277.41	0.00	0.00	1,070.01

December 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	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

November 2023

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	115.31	0.00	0.00	0.00	115.31
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	115.31	0.00	0.00	0.00	0.00	0.00	115.31
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

Township of Puslinch

Rink Revenue Comparison From OCT 1,2024 To DEC 31,2024

Totals:	0.00	115.31	0.00	115.31	0.00	0.00	0.00	230.62
October 2023								
Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	76.87	115.31	153.74	0.00	0.00	124.41	470.33
Week 2	0.00	0.00	115.31	0.00	0.00	0.00	115.31	230.62
Week 3	0.00	0.00	115.31	0.00	0.00	0.00	0.00	115.31
Week 4	0.00	0.00	0.00	115.31	0.00	0.00	115.31	230.62
Week 5	0.00	0.00	115.31	0.00	0.00	0.00	0.00	115.31
Totals:	0.00	76.87	461.24	269.05	0.00	0.00	355.03	1,162.19
							Total Charges	\$3,493.20

Township of Puslinch

Rink Revenue Comparison From OCT 1,2023 To DEC 31,2023

December 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	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

November 2023

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	115.31	0.00	0.00	0.00	115.31
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Week 3	0.00	115.31	0.00	0.00	0.00	0.00	0.00	115.31
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	115.31	0.00	115.31	0.00	0.00	0.00	230.62

October 2023

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	76.87	115.31	153.74	0.00	0.00	124.41	470.33
Week 2	0.00	0.00	115.31	0.00	0.00	0.00	115.31	230.62
Week 3	0.00	0.00	115.31	0.00	0.00	0.00	0.00	115.31
Week 4	0.00	0.00	0.00	115.31	0.00	0.00	115.31	230.62
Week 5	0.00	0.00	115.31	0.00	0.00	0.00	0.00	115.31
Totals:	0.00	76.87	461.24	269.05	0.00	0.00	355.03	1,162.19

December 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	106.95	0.00	0.00	106.95
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	106.95	0.00	0.00	106.95

November 2022

Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	106.95	0.00	0.00	106.95
Week 2	142.60	0.00	0.00	0.00	0.00	0.00	0.00	142.60
Week 3	142.60	0.00	0.00	0.00	0.00	0.00	0.00	142.60
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

Township of Puslinch

Rink Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	285.20	0.00	0.00	0.00	106.95	0.00	0.00	392.15
October 2022								
Rink	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	0.00	231.20	231.20
Week 2	0.00	0.00	0.00	0.00	106.95	0.00	124.25	231.20
Week 3	0.00	0.00	0.00	0.00	106.95	0.00	124.25	231.20
Week 4	71.30	71.30	0.00	0.00	106.95	0.00	124.25	373.80
Week 5	142.60	0.00	0.00	71.30	106.95	0.00	159.75	480.60
Week 6	142.60	0.00	0.00	0.00	0.00	0.00	0.00	142.60
Totals:	356.50	71.30	0.00	71.30	427.80	0.00	763.70	1,690.60
							Total Charges	\$3,582.51

Township of Puslinch

Alf Hales Room Revenue Comparison From OCT 1,2024 To DEC 31,2024

December 2024

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	12.20	34.28	12.20	0.00	12.20	0.00	70.88
Week 2	0.00	12.20	12.20	112.48	0.00	12.20	0.00	149.08
Week 3	0.00	0.00	12.20	22.77	0.00	0.00	0.00	34.97
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	24.40	58.68	147.45	0.00	24.40	0.00	254.93

November 2024

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	71.08	15.18	86.26
Week 2	0.00	12.20	26.92	12.20	0.00	58.13	0.00	109.45
Week 3	0.00	12.20	26.92	107.90	0.00	12.20	306.24	465.46
Week 4	0.00	12.20	12.20	19.56	0.00	12.20	0.00	56.16
Week 5	0.00	12.20	12.20	12.20	0.00	0.00	0.00	36.60
Totals:	0.00	48.80	78.24	151.86	0.00	153.61	321.42	753.93

October 2024

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	26.92	12.20	0.00	12.20	0.00	51.32
Week 2	0.00	12.20	26.92	107.90	0.00	12.20	0.00	159.22
Week 3	0.00	0.00	12.20	26.92	0.00	12.20	0.00	51.32
Week 4	0.00	12.20	12.20	12.20	0.00	0.00	0.00	36.60
Week 5	0.00	12.20	12.20	12.20	0.00	0.00	0.00	36.60
Totals:	0.00	36.60	90.44	171.42	0.00	36.60	0.00	335.06

December 2023

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	11.84	0.00	11.84
Week 2	0.00	11.84	16.50	11.84	16.50	11.84	0.00	68.52
Week 3	0.00	11.84	135.26	109.08	16.50	26.64	0.00	299.32
Week 4	0.00	0.00	16.50	0.00	16.50	0.00	0.00	33.00
Week 5	0.00	0.00	0.00	0.00	16.50	0.00	0.00	16.50
Totals:	0.00	23.68	168.26	120.92	66.00	50.32	0.00	429.18

November 2023

Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	11.84	16.50	232.16	0.00	260.50
Week 2	148.48	11.84	28.45	123.04	16.50	11.84	0.00	340.15
Week 3	0.00	11.84	28.45	41.28	19.46	11.84	259.84	372.71
Week 4	0.00	11.84	16.50	11.84	16.50	0.00	111.36	168.04
Week 5	0.00	11.84	26.75	11.84	16.50	0.00	0.00	66.93

Township of Puslinch

Alf Hales Room Revenue Comparison From OCT 1,2024 To DEC 31,2024

Totals:	148.48	47.36	100.15	199.84	85.46	255.84	371.20	1,208.33
October 2023								
Alf Hales Room	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	11.84	28.45	104.64	16.50	11.84	0.00	173.27
Week 2	0.00	0.00	28.45	8.88	16.50	11.84	0.00	65.67
Week 3	0.00	11.84	16.50	41.28	16.50	11.84	0.00	97.96
Week 4	148.48	11.84	16.50	86.08	16.50	0.00	296.96	576.36
Week 5	296.96	22.88	16.50	0.00	0.00	0.00	0.00	336.34
Totals:	445.44	58.40	106.40	240.88	66.00	35.52	296.96	1,249.60
							Total Charges	\$4,231.03

Township of Puslinch

Alf Hales Room Revenue Comparison From DEC 31,2023 To DEC 31,2023

December 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	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

December 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	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

Total Charges \$0.00

Township of Puslinch

Archie MacRobbie Hall Revenue Comparison From OCT 1,2024 To DEC 31,2024

December 2024

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	558.88	0.00	0.00	0.00	0.00	0.00	0.00	558.88
Week 2	492.72	0.00	0.00	0.00	0.00	0.00	1,068.28	1,561.00
Week 3	526.08	0.00	0.00	0.00	0.00	0.00	0.00	526.08
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:	1,577.68	0.00	0.00	0.00	0.00	0.00	1,068.28	2,645.96

November 2024

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	568.81	0.00	568.81
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	295.92	0.00	0.00	0.00	0.00	0.00	0.00	295.92
Week 5	0.00	0.00	0.00	0.00	558.88	0.00	586.45	1,145.33
Totals:	295.92	0.00	0.00	0.00	558.88	568.81	586.45	2,010.06

October 2024

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	542.08	0.00	0.00	542.08
Week 2	558.88	0.00	0.00	369.54	0.00	0.00	0.00	928.42
Week 3	558.88	0.00	0.00	0.00	0.00	0.00	586.45	1,145.33
Week 4	0.00	0.00	0.00	0.00	111.80	65.76	986.16	1,163.72
Week 5	558.88	0.00	0.00	0.00	0.00	0.00	0.00	558.88
Totals:	1,676.64	0.00	0.00	369.54	653.88	65.76	1,572.61	4,338.43

December 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	43.33	0.00	0.00	0.00	0.00	0.00	0.00	43.33
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	0.00	0.00	0.00	0.00	0.00	711.01	0.00	711.01
Totals:	585.41	0.00	0.00	0.00	0.00	711.01	1,422.02	2,718.44

November 2023

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	527.65	711.01	1,238.66
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	711.01	711.01
Week 3	0.00	0.00	0.00	0.00	0.00	711.01	568.81	1,279.82
Week 4	0.00	0.00	0.00	0.00	677.54	0.00	711.01	1,388.55
Week 5	0.00	0.00	350.79	0.00	0.00	0.00	0.00	350.79

Township of Puslinch

Archie MacRobbie Hall Revenue Comparison From OCT 1,2024 To DEC 31,2024

Totals:	0.00	0.00	350.79	0.00	677.54	1,238.66	2,701.84	4,968.83
October 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	568.81	568.81
Week 2	433.67	0.00	0.00	0.00	0.00	0.00	0.00	433.67
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	711.01	711.01	1,964.10
Week 5	542.08	0.00	0.00	0.00	0.00	0.00	0.00	542.08
Totals:	1,517.83	0.00	0.00	0.00	0.00	711.01	1,279.82	3,508.66
							Total Charges	\$20,190.38

Township of Puslinch

Archie MacRobbie Hall Revenue Comparison From OCT 1,2023 To DEC 31,2023

December 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	43.33	0.00	0.00	0.00	0.00	0.00	0.00	43.33
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	0.00	0.00	0.00	0.00	0.00	711.01	0.00	711.01
Totals:	585.41	0.00	0.00	0.00	0.00	711.01	1,422.02	2,718.44

November 2023

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	527.65	711.01	1,238.66
Week 2	0.00	0.00	0.00	0.00	0.00	0.00	711.01	711.01
Week 3	0.00	0.00	0.00	0.00	0.00	711.01	568.81	1,279.82
Week 4	0.00	0.00	0.00	0.00	677.54	0.00	711.01	1,388.55
Week 5	0.00	0.00	350.79	0.00	0.00	0.00	0.00	350.79
Totals:	0.00	0.00	350.79	0.00	677.54	1,238.66	2,701.84	4,968.83

October 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	568.81	568.81
Week 2	433.67	0.00	0.00	0.00	0.00	0.00	0.00	433.67
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	711.01	711.01	1,964.10
Week 5	542.08	0.00	0.00	0.00	0.00	0.00	0.00	542.08
Totals:	1,517.83	0.00	0.00	0.00	0.00	711.01	1,279.82	3,508.66

December 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	527.65	527.65
Week 2	502.86	0.00	0.00	0.00	110.93	0.00	659.56	1,273.35
Week 3	502.86	258.83	0.00	44.37	258.83	0.00	659.56	1,724.45
Week 4	295.80	0.00	0.00	0.00	17.73	659.56	0.00	973.09
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals:	1,301.52	258.83	0.00	44.37	387.49	659.56	1,846.77	4,498.54

November 2022

Archie MacRobbie Hall	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	0.00	527.65	659.56	1,187.21
Week 2	502.86	0.00	0.00	0.00	0.00	0.00	659.56	1,162.42
Week 3	0.00	0.00	0.00	0.00	258.83	659.56	659.56	1,577.95
Week 4	295.80	0.00	0.00	0.00	0.00	0.00	0.00	295.80
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Township of Puslinch

Archie MacRobbie Hall Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	798.66	0.00	0.00	0.00	258.83	1,187.21	1,978.68	4,223.38
October 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	659.56	659.56
Week 2	502.86	0.00	0.00	59.16	0.00	0.00	659.56	1,221.58
Week 3	402.29	0.00	0.00	0.00	258.83	0.00	0.00	661.12
Week 4	295.80	0.00	0.00	0.00	0.00	0.00	0.00	295.80
Week 5	0.00	0.00	0.00	502.86	578.14	0.00	0.00	1,081.00
Week 6	295.80	0.00	0.00	0.00	0.00	0.00	0.00	295.80
Totals:	1,496.75	0.00	0.00	562.02	836.97	0.00	1,319.12	4,214.86
							Total Charges	\$24,132.71

Township of Puslinch
 Kitchen Revenue Comparison From OCT 1,2024 To DEC 31,2024

December 2024

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	0.00	188.00	0.00	0.00	188.00
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	188.00	0.00	0.00	188.00

October 2024

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	188.00	211.50	0.00	0.00	0.00	399.50
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	188.00	211.50	0.00	0.00	0.00	399.50

December 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	233.46	0.00	0.00	0.00	233.46
Totals:	0.00	0.00	0.00	233.46	0.00	0.00	0.00	233.46

November 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	155.64	0.00	0.00	0.00	155.64
Week 5	0.00	0.00	0.00	0.00	155.64	0.00	0.00	155.64
Totals:	0.00	0.00	0.00	155.64	155.64	0.00	0.00	311.28

October 2023

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	155.64	0.00	0.00	0.00	0.00	155.64
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	155.64	0.00	0.00	0.00	155.64
Week 5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Township of Puslinch

Kitchen Revenue Comparison From OCT 1,2024 To DEC 31,2024

Totals:	0.00	0.00	155.64	155.64	0.00	0.00	0.00	311.28
							Total Charges	\$1,443.52

Township of Puslinch
 Kitchen Revenue Comparison From OCT 1,2023 To DEC 31,2023

December 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	233.46	0.00	0.00	0.00	233.46
Totals:	0.00	0.00	0.00	233.46	0.00	0.00	0.00	233.46

November 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	155.64	0.00	0.00	0.00	155.64
Week 5	0.00	0.00	0.00	0.00	155.64	0.00	0.00	155.64
Totals:	0.00	0.00	0.00	155.64	155.64	0.00	0.00	311.28

October 2023

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	155.64	0.00	0.00	0.00	0.00	155.64
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	155.64	0.00	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	155.64	155.64	0.00	0.00	0.00	311.28

December 2022

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	108.24	0.00	0.00	108.24
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	108.24	0.00	0.00	108.24

November 2022

Kitchen	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	0.00	144.32	0.00	0.00	0.00	144.32
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	144.32	0.00	0.00	0.00	0.00	144.32

Township of Puslinch

Kitchen Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	0.00	0.00	144.32	144.32	0.00	0.00	0.00	288.64
							Total Charges	\$1,252.90

Township of Puslinch

Tennis Court 2 Revenue Comparison From OCT 1,2024 To DEC 31,2024

October 2024

Tennis Court 2	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	44.46	44.46	44.46	0.00	44.46	177.84
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	44.46	44.46	44.46	0.00	44.46	177.84
							Total Charges	\$177.84

Township of Puslinch

Tennis Court 2 Revenue Comparison From OCT 1,2024 To DEC 31,2024

October 2024

Tennis Court 2	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	44.46	44.46	44.46	0.00	44.46	177.84
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	44.46	44.46	44.46	0.00	44.46	177.84
							Total Charges	\$177.84

Township of Puslinch

Tennis Court 3 Revenue Comparison From OCT 1,2024 To DEC 31,2024

October 2024

Tennis Court 3	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Total
Week 1	0.00	0.00	44.46	44.46	44.46	0.00	0.00	133.38
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	44.46	44.46	44.46	0.00	0.00	133.38
							Total Charges	\$133.38

Township of Puslinch

Tennis Court 1 Revenue Comparison From JAN 1,2023 To DEC 31,2023

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00

Township of Puslinch

Tennis Court 2 Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00

Township of Puslinch

Tennis Court 3 Revenue Comparison From OCT 1,2023 To DEC 31,2023

Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							Total Charges	\$0.00



REPORT REC-2025-001

TO: Recreation and Community Wellness Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Communications & Committee Coordinator

PRESENTED BY: Laura Emery, Communications & Committee Coordinator

MEETING DATE: March 4, 2025

SUBJECT: Terms of Reference and Goals/Objectives Training

RECOMMENDATIONS

That staff report entitled REC-2025-001 regarding Terms of Reference and Goals/Objective Training be received for information.

Purpose

The purpose of this report is to provide the Recreation and Community Wellness Advisory Committee with a review of its updated Terms of Reference including a review of the goal and objective approval process, and the number of active goals and objectives permitted at one time.

Background

In 2024, Council directed staff to determine the community's interest in establishing a Seniors Advisory Committee and gauge residents' interest in participating as a member of such a Committee. The survey results demonstrated that there was interest in the community to establish a Seniors Advisory Committee or a Committee to advise on the interests of seniors.

At the October 9, 2024 Council meeting, Council directed staff to report back on an option of rebranding the Recreation Advisory Committee to the Recreation and Community Wellness Committee to broaden the Committee's focus to include recommendations related to community wellness with an emphasis on senior wellness.

At the November 6, 2024 Council meeting, Council proceeded with rebranding the Recreation Advisory Committee to the Recreation and Community Wellness Advisory Committee and

directed staff to review and update all Township Committee's Terms of Reference including clarification of the goal/objective process and goal/objective responsibilities.

Staff reviewed the Terms of Reference for all Advisory Committees and the revised Recreation and Community Wellness Terms of Reference were approved by Council at its December 18, 2024 meeting. Due to limited staff resources and to ensure that staff are able to provide support for all of the Township's Advisory Committee's, all Committee's now have a limit of two active goals/objectives at any one time. An updated Terms of Reference is included in Schedule "A" to this report.

Comments

The summary of the amendments to the Terms of Reference are as follows:

1. Section 2. ROLE, Section 3. MANDATE, and Section 4. PURPOSE clarifies an emphasis on community wellness initiatives including initiatives important to the senior community.
2. Section 6.a. COMPOSITION clarifies an increase the committee composition to a total of seven members including one member of Council (Chair), and six members of the public as appointed by Council, two of whom are required to be sixty-five years of age or older.
3. Section 6. c. SUBCOMMITTEES clarifies the committee will be limited to a maximum of two (2) goals or objectives at any given time. Goals and objectives referred by Council will be prioritized. This streamlining aims to help the committee manage workload capacity effectively, ensuring that current projects can be completed before additional goals are introduced. Further it clarifies the subcommittee's leadership responsibilities for goals/objectives.
4. Section 7. MEETING SCHEDULE clarifies that the Committee may meet jointly with the Youth Advisory Committee on an ad-hoc basis, as required by joint goals/objectives. This results in the Recreation and Community Wellness Advisory Committee meetings six times per year.
5. Section 8. PROCEDURES AND PROTOCOLS clarifies that Committee Members shall adhere to all of the Township's policies and procedures including the Township's Procedural By-law and the Code of Conduct for Council Members & Members of Local Boards.
6. Section 9. ABSENTEEISM clarifies Committee Members responsibility regarding attendance at meetings and to seek authorization should an extended absence be required.

In order to assist with the transition to Committees only having a maximum of two active goals/objectives at one time, staff have developed a 2025 work plan for the Recreation and

Community Wellness Advisory Committee attached as Schedule "B" to this report. This workplan was approved by Council and will identify which goals are active, which goals are inactive and the anticipated completion of the goal/objective. These work plans are a living document and will be updated as goals/objectives are completed and added. Staff have also developed a Committee Training presentation attached as Schedule "C" to this report.

Financial Implications

None

Applicable Legislation and Requirements

Recreation Committee Establishment By-law 2015-10

Attachments

Schedule A – Updated Recreation and Community Wellness Advisory Committee Terms of Reference

Schedule B – Council Approved 2025 Recreation and Community Wellness Advisory Committee Goals and Objectives Workplan

Schedule C – Committee Training Presentation



**Township of Puslinch Council Recreation and Community Wellness Advisory
Committee
Terms of Reference**

TERM: 2022-2026
ADOPTED: December 7, 2022
REVISED: October 18, 2023
December 18, 2024

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. Committee's are a Local Board as defined in the *Municipal Act, 2001, S.O. 2001, Chapter 25* and in accordance with the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

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

2. ROLE

To serve in an advisory capacity to the Township of Puslinch Council on matters, issues, and policies related to community wellness and recreation. This committee will focus on enhancing recreational opportunities and resources within the Township, with equal attention to the needs and interests of seniors.

3. MANDATE

The primary function of the Recreation and Community Wellness Advisory Committee is to advise Council and make recommendations on issues affecting recreation facilities, parks, playing fields, playgrounds, and community programs. This committee will also emphasize the promotion of wellness initiatives, particularly for seniors. In addition, the Recreation and Community Wellness 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 and community wellness within the Township giving equal attention to initiatives that support seniors;
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 and community wellbeing; and
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 and Community Wellness Committee is composed of the following Members:
- ii. One (1) Council Member as appointed for the term by Council; six (6) members of the public as appointed by Council, two (2) of whom are required to be sixty-five (65) years of age or older; 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 and Community Wellness 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 and Community Wellness Committee mandate and purpose but must report through the Recreation Committee. The maximum membership on any subcommittee is no more than three (3).
- ii. The Recreation and Community Wellness Advisory Committee is allotted a maximum of two (2) goals/objectives at any given time. Training and development opportunities do not qualify as goals/objectives in addition, regular staff reports to Council do not qualify as goals/objectives.
- iii. Subcommittees are required to lead goals/objectives. Committee staff are in a support role assisting as needed.
- iv. At the request of the Recreation and Community Wellness Advisory Committee, special consideration may be given by Council should a time sensitive initiative be brought forward while the Committee has two (2) ongoing goals/objectives.
- v. Priority will be given to goals/objectives that are referred to the Committee by Council.

d. Qualifications

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. All members must at least eighteen (18) years of age;
- vii. Two (2) members at least sixty five (65) years of age;
- viii. 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 may meet jointly with the Youth Advisory Committee on an ad-hoc basis, as required by joint goals/objectives.

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

8. PROCEDURES AND PROTOCOLS

The Township Recreation and Community Wellness Advisory Committee shall adhere to the Township's policies and procedures including the rules of the Township's Procedural By-law and the Code of Conduct for Council Members & Members of Local Boards.



9. ABSENTEEISM

A Member that is to be absent for three or more consecutive meetings must provide written notice to the Mayor and Council prior to the commencement of the absence. A Member who is making a written request to Council to be excused for three or more consecutive meetings, must include in their request the reason for the absence. The request will be considered by Council and the absence may be approved by Council by a majority vote. Members who miss three unauthorized consecutive meetings shall be deemed to have resigned from the committee and will be notified of this in writing by the committee chair.

Goal/Objective	Sub-Committee	Active/In-Active	Source	January	February	March	April	May	June	July	August	September	October	November	December
Review of User Fees and Charges By-law Reduced Rates	TBD	Active	Council Direction	X	X	X	X	X	X						
Review of User Fees and Charges Non-Residential Rates	TBD	Active	Committee Recommendation	X	X	X	X	X	X						

Committee Training Presentation



Agenda:

- Purpose of an Advisory Committee
- Goal and Objective Process
- Terms of Reference Updates
- 2025 Committee Workplan



Purpose of an Advisory Committee & Terms of Reference Updates

- Serve in an advisory capacity to Council on matters, issues and policies related to community wellness and recreation
- Advise Council and make recommendations on issues affecting recreation facilities, parks, playing fields, playgrounds, and community programs
- Emphasize the promotion of wellness initiatives, particularly for seniors



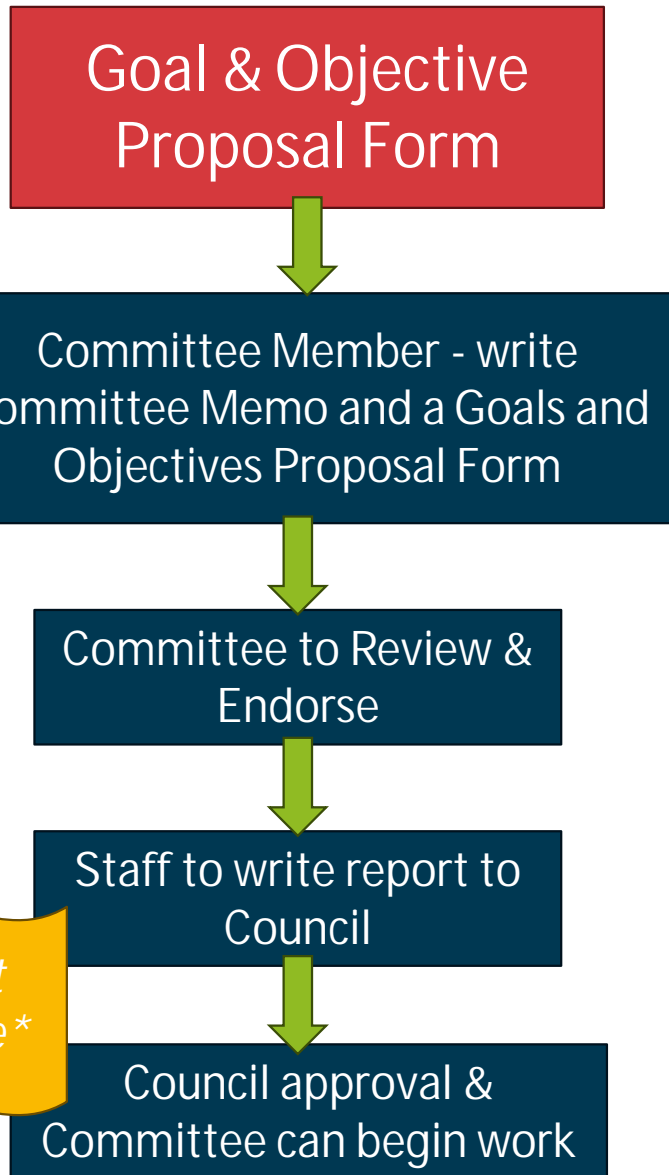
Setting Goals and Objectives

Committee Goals and Objectives Process



- The Committee's Goals and Objectives are set at the beginning of a new term to be approved/endorsed by Council
- The two ways Goals and Objectives can be added to the Committee's workplan
 - Sub-committee writing a detailed proposal and endorsing the proposal to be approved by Council
 - Council refers a Goal and Objective to the Committee

Goals and Objectives Process Flow Charts



Consider budget timing if applicable



Goal/Objective Prioritization and Limitation

- Limited to two active goals or objectives at any given time
- Goals and objectives referred by Council will be prioritized
- Ability to request special consideration from Council to permit more than 2 active goals based on a time sensitive matter

Committee
Goals and
Objectives



Committee Member Led

Committee Goals and Objectives



- Subcommittees are required to lead goals/objectives
- Committee staff are a supporting role assisting as needed
- Committee member vs. staff led process

Terms of Reference Updates Continued

Committee Terms of Reference Updates



- Training and development opportunities and regular staff reports to Council do not qualify as goals and objectives
- Changes to Procedures and Protocols section
- Changes to Absenteeism section

2025 Recreation and Community Wellness Advisory Committee Workplan

Goal/Objective	Sub-Committee	Active/In-Active	Source	January	February	March	April	May	June	July	August	September	October	November	December
Review of User Fees and Charges By-law Reduced Rates	TBD	Active	Council Direction	X	X	X	X	X	X						
Review of User Fees and Charges Non-Residential Rates	TBD	Active	Committee Recommendation	X	X	X	X	X	X						
Facility Promotion and Programming Recruitment	Facilities Promotion Sub-committee	Draft Proposal	Committee Recommendation												
Community Liaison Questionnaire	Community Liaison Sub-committee	Proposal Form to Council	Committee Recommendation												
Seniors Active Living Centre program Expansion Grant Survey	Engagement Sub-committee	Completed	Committee Recommendation												
Drop-in Gym Programming	Staff led (Based off previous term Committee direction)	Completed	Committee Recommendation												

- Maximum of two active goals and objectives at one time
- Workplans are a living document and will be updated as goals and objectives are completed and added





Questions?



REPORT REC-2025-002

TO: Recreation and Community Wellness Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: March 4, 2025

SUBJECT: 2022-2026 Committee Goals and Objectives Update

RECOMMENDATIONS

That report REC-2025-002 entitled 2022-2026 Goals and Objectives Update be received for information.

Purpose

The purpose of this report is to provide the Recreation and Community Wellness Advisory Committee with an update on its goals and objectives for the 2022-2026 Term.

Background

Council at its December 18, 2024 meeting approved an updated Terms of Reference for the Recreation and Community Wellness Advisory Committee. The committee will have a maximum of two active goals or objectives at any given time. Goals and objectives referred to the Committee by Council will be prioritized. There are two ways goals and objectives can be added to the Committee's workplan:

- A committee member or sub-committee writing a detailed goal/objective proposal which is endorsed by the Committee and subsequently approved by Council
- Council referring a goal and objective to the Committee

Comments

The Recreation and Community Wellness Advisory Committee's workplan is attached as Schedule A to this report. This workplan is a living document and includes active, in-active, draft proposals and completed projects for the Committee.

Active Goal/Objectives

Review of User Fees and Charges By-law - Reduced Rate Eligibility (Council direction)

An update on this goal and objective is included in report REC-2025-003.

Review of User Fees and Charges By-law – Resident and Non-Resident Rate Analysis (Committee recommendation)

An update on this goal and objective is included in report REC-2025-003.

Draft Goal/Objective Proposals

Recreation and Community Wellness Sub-Committees are working on Committee Memos and Goal/Objective Proposals for the following draft goals/objectives:

- Community Liaison Questionnaire
 - This goal/objective has been endorsed by the Committee. Staff will work with the sub-committee to bring a report to Council's consideration to approve this goal and objective. Should Council approve this goal and objective it will be included on the work plan as inactive until one of the aforementioned active goal/objectives have been completed.
- Facility Promotion and Programming Recruitment
 - The sub-committee is working on preparing a Committee Memo and goal/objective proposal for consideration by the Committee at a future meeting.

Once a Committee Memo and Goal/Objective Proposal has been drafted they are to be provided to staff for review and staff will assist with review of the memo/proposal and drafting of a recommendation. Once the Committee has endorsed the goal/objective staff will prepare a report for Council's consideration for approval. Staff are not able to provide further assistance until such a time that goal/objective is approved by Council and an active goal/objective.

Financial Implications

None

Applicable Legislation and Requirements

None

Attachments

Schedule A – Recreation and Community Wellness Advisory Committee Ongoing Workplan



REPORT REC-2025-003

TO: Recreation and Community Wellness Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: March 4, 2025

SUBJECT: Committee Active 2025 Goals/Objectives Direction – User Fees and Charges Analysis

RECOMMENDATION

That Report REC-2025-003 entitled Committee Active 2025 Goals/Objectives Direction - User Fees and Charges Analysis be received; and

That _____ & _____ be appointed to the Reduced Rate Eligibility Sub-committee; and,

That a Committee Memo from the Reduced Rate Eligibility Sub-committee including the sub-committee's recommendations be presented at the June 17, 2025 Committee meeting for the Committee's consideration; and,

That _____ & _____ be appointed to the Resident and Non-Resident Rate Analysis Sub-committee; and,

That a Committee Memo from the Resident and Non-Resident Rate Analysis Sub-Committee including the sub-committee's recommendations be presented at the June 17, 2025 Committee meeting for the Committee's consideration.

Purpose

The purpose of this report is to assign sub-committees for the two active goals and objectives outlined in the Committee's workplan.

Background

At the September 25th Council meeting, Council discussed the 2025 User Fees and Charges By-law and directed staff as follows:

- Require user groups or persons that are eligible to receive the reduced rates to provide annual reports on memberships (residents versus non-residents), costs charged to members, etc; and,
- Include a reporting obligation into the eligibility criteria for the eligible user groups or persons in order to qualify for the reduced rate for the 2025 User Fees and Charges By-law; and,
- Eligible user groups or persons be required to provide the required reporting during the 2025 year in order for the Recreation Committee to review and make a recommendation to Council regarding the reduced rate for the 2026 User Fees and Charges By-law.

Additionally, this direction aligns with the Committee's recommendation from the October 15th Recreation Advisory Committee meeting, where the Committee discussed the proposed 2025 User Fees and Charges and provided the following comment for Council's consideration:

- That non-resident rental rates be established for all other recreation facilities other than the Puslinch Community Centre.

Staff reported to Council with the committee's recommendation at the November 6th, 2024 Council meeting and recommended that Council direct the Recreation and Wellness Advisory Committee to conduct an analysis of as part of the 2026 User Fees and Charges By-law to ensure that any proposed changes are in line with comparator and boundary municipalities and would not result in negative financial implications to the Township. Based on the Committee's recommendation to Council this item was added to the Committee's workplan.

Comments

Reduced Rate Eligibility Sub-committee

In order to review an organization's eligibility to receive reduced rates, Section 38 of By-law 2024-067 states that organizations have to provide:

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

- A copy of mandate, constitution and by-laws, as applicable

Additionally, Section 39 of By-law 2024-067 states that in order to maintain the reduced rate eligibility status, a list of participants including each participant's residency, and financial reports for membership fees and/or donations collected for the programming/services including how the funds are used to support the program/service must be submitted to staff by 2:00 p.m. on the last business day in January.

This sub-committee is responsible for providing a Committee Memo for the Committee's consideration which will contain a recommendation to Council if the Township could make changes to its reduced rates or reduced rate eligibility criteria. In order to provide a recommendation to Council the sub-committee must:

- Review the reports provided by organizations which receive the Township's reduced rates in accordance with the Township's User Fees and Charges By-law attached as Schedule A to this report.
- Research the reduced rates (ex. 50%, 75%, 90%) that are offered by the Township's comparator and boundary municipalities in their 2025 User Fees and Charges By-law and compare them to the reduced rate offered by the Township.
- Research the reduced rate eligibility criteria is for the comparator and boundary municipalities to the Township's eligibility criteria.

Currently, the following community groups receive a reduced rate:

- Whistle Stop Co-operative Pre-School (90%)
- Guelph Community Health Centre (90%)
- Seniors' Events or Programs (90%)
- Puslinch Minor Sports Organizations (75%)
- Puslinch Religious Organizations (75%)
- YMCA/YWCA of Guelph (75%)
- Aberfoyle Agricultural Society (75%)

Resident and Non-Resident Rate Analysis Sub-committee

This sub-committee is responsible for providing a Committee Memo for the Committee's consideration which will contain a recommendation to Council regarding the expansion of Resident and Non-Resident rates to all Township facilities. In order to provide a recommendation to Council the sub-committee must:

- Research if a resident versus non-resident rate is established across all facilities or just particular types of facilities (ex. Parks, gymnasiums, community centres) of the comparator and boundary municipalities in their 2025 User Fees and Charges By-law compared to the Township.
- Research the price difference between resident and non-resident rates in comparator and boundary municipalities 2025 User Fees and Charges By-law compared to the Township. rate is established across all facilities or just particular types of facilities (ex. Parks, gymnasiums, community centres), and seeing if rates are comparable to Puslinch.

How to Conduct a Benchmarking Analysis

Staff will be provided each sub-committee with the 2025 User Fees and Charges By-law for the following comparator and boundary municipalities:

- Cambridge
- Centre Wellington
- Erin
- Guelph
- Guelph Eramosa
- Hamilton
- Mapleton
- Milton
- Minto
- Wellington North

In addition to the By-laws staff will also provide an excel spreadsheet which the sub-committees will fill out to assist with their analysis.

Financial Implications

The fees approved by Council as part of the 2026 User Fees and Charges By-law will be incorporated in the 2026 Operating Budget.

Applicable Legislation and Requirements

None

Attachments

Schedule A – By-law 2024-067 User Fees and Charges

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO 067-2024

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 042-2023.

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 – Subdivision/Condominium
 - b. Garden Suites and Renewals (Zoning)
 - c. Lifting of Holding Designation (Zoning)
 - d. Part Lot Control Exemption By-law
 - e. Radiocommunication Tower Pre-Consultation Fee
 - f. Radiocommunication Tower Proposals
 - g. Red Line Agreement Review
 - h. Sign Refusal Appeal - Council Approval
 - i. Sign Variance - Council Approval
 - j. Sign Variance - Staff Approval
 - k. Site Alteration Normal Farm Practices Waiver
 - l. Site Alteration Permit Application Fee - Minor
 - m. Site Alteration Permit Application Fee – Intermediate
 - n. Site Alteration Permit Application Fee – Large
 - o. Site Alteration Permit Application Fee - Major
 - p. Third and Subsequent Submission
 - q. 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, 2025.

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. The Aberfoyle Agricultural Society is exempt from the photocopy fees imposed by this By-law for the Fall Fair and the Junior Garden Club.

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 but not limited to 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 that meet the eligibility criteria.

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; and,
- g. Submit annual financial and participant reporting.

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. In order to maintain the reduced rate eligibility status, the following information must be submitted electronically on the Township's website at www.puslinch.ca by 2:00 pm on the last business day of January or to the attention of the Corporate Services Department at the address noted below:

The Corporation of the Township of Puslinch
7404 Wellington Road 34
Puslinch, ON, N0B 2J0

Attention: Reduced Rate Eligibility Program

- a. A list of the participants including each participant's residency; and,
- b. Financial reports for membership fees and/or donations collected for the programming/services including how the funds are used to support the program/service.

40. 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.

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

42. That By-law No. 042/23 is hereby repealed, effective January 1, 2025.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6th DAY
OF NOVEMBER 2024.**

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

**SCHEDULE A: ADMINISTRATION REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Agreements - Major - Not Registered	Flat Fee	\$586.00	\$603.00	\$0.00	\$603.00	2.9%	E	For recovery of the costs of facilitating and preparing agreements, ie. a lease agreement on Township lands. See Report FIN-2024-024.
Agreements - Minor - Not Registered	Flat Fee	\$292.00	\$300.00	\$0.00	\$300.00	2.7%	E	For recovery of the costs of facilitating and preparing agreements, ie. miscellaneous agreements. See Report FIN-2024-024.
Agreements - Registered	Flat Fee	\$898.00	\$1,480.00	\$0.00	\$1,480.00	64.8%	E	For recovery of the costs of facilitating and preparing agreements, ie. an encroachment agreement or a conditional building permit. See Report FIN-2024-024.
Red Line Agreement Review *	Administration fee	N/A	\$100.00	\$0.00	\$100.00	100.0%	E	See Report FIN-2024-024
Title Search	Flat Fee	N/A	\$175.00	\$0.00	\$175.00	100.0%	E	See Report FIN-2024-024
Doors of Puslinch Poster	Per Poster	\$17.70	\$10.00	\$1.30	\$11.30	-43.5%	T	See Report FIN-2024-028
Freedom of Information	Charged at the rate permitted per the legislation.						E	Regulated by Statute - See Report FIN-2017-024.
Logo Pins	Per Pin	N/A	\$5.00	\$0.65	\$5.65	100.0%	T	See Report FIN-2024-024
Routine Disclosure	Per Request	\$5.00	\$5.00	\$0.00	\$5.00	0.0%	E	Note 1
Signature of Commissioner	Per Document	\$23.51	\$26.02	\$3.38	\$29.40	10.7%	T	See Report FIN-2024-024
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
* the fees denoted with an asterisk are also subject to the Township's disbursements and third party consultant fees including legal reviews incurred for the processing of the application								
Note 1: Routine Disclosure								
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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Online Service Fee	Total Transaction Amount	1.75 Percent	1.75 Percent			0.0%	E	In accordance with Visa and Mastercard merchant recommendations. See Report FIN-2022-029
Photocopy	Per Page	\$0.31	\$0.32	\$0.04	\$0.36	3.2%	T	Photocopy fees are exempt for Township Clean-up and Remembrance Day in accordance with Council Resolution No. 2017-363.
Returned Cheque Fee	Per Returned Cheque	\$44.00	\$45.00	\$0.00	\$45.00	2.3%	E	For any cheques that do not clear the Township's bank account. See Report FIN-2024-024.
Tax Certificate	Per Certificate	\$66.00	\$68.00	\$0.00	\$68.00	3.0%	E	
Tax Sale Charges	Actual costs incurred						T	Cost recovery of fees and disbursements as charged by consultants and solicitors.
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.
Tile Drainage Loan Application and Inspection Fee	Flat Fee	\$234.00	\$241.00	\$0.00	\$241.00	3.0%	E	See Report FIN-2018-028

**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Entrance Permit - Commercial/Industrial	Flat Fee	\$460.00	\$474.00	\$0.00	\$474.00	3.0%	E	See Report FIN-2019-027 and By-law No. 2020-032
Entrance Permit - Farm	Flat Fee	\$248.00	\$255.00	\$0.00	\$255.00	2.8%	E	See By-law No. 2020-032
Entrance Permit - Field/Woodlot	Flat Fee	\$230.00	\$237.00	\$0.00	\$237.00	3.0%	E	See Report FIN-2019-027 and By-law No. 2020-032
Entrance Permit - Residential	Flat Fee	\$276.00	\$284.00	\$0.00	\$284.00	2.9%	E	See Report FIN-2019-027
Entrance Permit - Temporary	Flat Fee	\$170.00	\$175.00	\$0.00	\$175.00	2.9%	E	See By-law No. 2020-032
Entrance Permit Deposit	Per Application	\$1,000.00	\$1,000.00	\$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
Haul Route Permit	Flat Fee	N/A	\$119.00	\$0.00	\$119.00	100.0%	E	See Report FIN-2024-024.
Haul Route Permit Security Deposit	Security Deposit	N/A	To be determined by the Designated Official.			0.0%	E	See Council Resolution No. 2024-314 from the September 25, 2024 Council Meeting.
Municipal Street Naming: Initial Application Review	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.
Municipal Street Renaming: Application Notice Requirement	Flat Fee	\$722.00	\$744.00	\$0.00	\$744.00	3.0%	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.

**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Municipal Street Renaming: Aid Distribution Per Residential Property (if opted in) on the Street Proposed to be Renamed	Flat Fee	\$206.00	\$212.00	\$0.00	\$212.00	2.9%	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.
Municipal Street Renaming: Aid Distribution Per Legal Business (if opted in) on the Street Proposed to be Renamed	Flat Fee	\$515.00	\$530.00	\$0.00	\$530.00	2.9%	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.
Municipal Street Renaming: Street Name Signage	Per Sign	\$257.00	\$264.00	\$34.32	\$298.32	2.7%	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.
Municipal Street Renaming: Street Name Signage Installation	Flat Fee	\$103.00	\$106.00	\$13.78	\$119.78	2.9%	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.

**SCHEDULE C: PUBLIC WORKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Municipal Street Renaming: Private Streets	To a Maximum of	\$515.00	\$530.00	\$0.00	\$530.00	2.9%	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.
Oversize-Overweight Load Permits	Per Trip	\$116.00	\$119.00	\$0.00	\$119.00	2.6%	E	
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

**SCHEDULE D: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Burning Permit Violations or Unauthorized Open Air Burning	Note 1						E	Emergency responses to illegal burning or burning without a permit.
Daycare & Home Daycare Inspections	Per Inspection	\$116.00	\$119.00	\$15.47	\$134.47	2.6%	T	As mandated in the Fire Code.
Emergency Responses to Incidents such as Collisions/Fires/Hazardous Material Releases on Roadways	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.
Fire Alarm False Alarm Calls	Note 1						E	A false alarm call after the second false alarm in any calendar year.
Fire Department Specific Response Fees	Note 1 and Note 2						T	See Report FIR-2019-010
Fire Extinguisher Training	Per Person	\$17.58	\$18.11	\$2.35	\$20.46	3.0%	T	
Fire Safety Plan Review	Per Plan	\$140.00	\$144.00	\$18.72	\$162.72	2.9%	T	
Industrial/Commercial/Institutional /Assembly/Apartment	Base Inspection	\$116.00	\$119.00	\$15.47	\$134.47	2.6%	T	Any inspections completed by the fire department that are new, complaint driven, requested or mandated.
Industrial/Commercial/Institutional /Assembly/Apartment	Plus each tenant/occupant/apartment unit	\$29.00	\$30.00	\$3.90	\$33.90	3.4%	T	Any inspections completed by the fire department that are new, complaint driven, requested or mandated.
Information or Fire Reports	Flat Fee	\$88.00	\$113.00	\$0.00	\$113.00	28.4%	E	Requested for emergency incidents or other fire related information. See Report FIN-2024-024.
Key Boxes	Per Box	\$173.00	\$178.00	\$23.14	\$201.14	2.9%	T	For rapid entry for firefighters. See Report FIN-2020-044.
Occupancy Load	Flat Fee	\$116.00	\$119.00	\$0.00	\$119.00	2.6%	E	
Open Air Burning Permit Inspection Fee	Per Inspection	\$47.00	\$48.00	\$6.24	\$54.24	2.1%	T	As a result of a request to modify the terms and conditions of the Open Air Burning Permit.
Open Air Burning Permit	Per Permit	\$27.00	\$28.00	\$0.00	\$28.00	3.7%	E	Permit must be renewed annually. See Report FIN-2023-030.
Post Fire Watch	Note 1						E	
Replacement of Equipment and Resources Used	Actual costs incurred						T	Materials used in emergency responses.
Sale of Fireworks Permit	Per Permit	\$116.00	\$119.00	\$0.00	\$119.00	2.6%	E	

**SCHEDULE D: FIRE AND RESCUE SERVICES REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Setting Off or Discharge of High Hazard Fireworks Permit	Per Permit	\$116.00	\$119.00	\$0.00	\$119.00	2.6%	E	Fireworks By-law No. 039/14
Setting off or Discharge of Low Hazard Fireworks Exemption Waiver	Per Waiver	N/A	\$119.00	\$0.00	\$119.00	100.0%	E	See Report FIN-2024-024. Fireworks By-law No. 039/14
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	\$20.87	\$21.50	\$2.80	\$24.30	3.0%	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, 2023: \$559.86 Per Hour Per Truck

MTO rate in effect as of January 1, 2025: 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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Minimum Permit Fee	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	For all work unless otherwise noted. See Report FIN-2024-024.
<u>NEW BUILDING, ADDITIONS, MEZZANINES</u>								
<u>Group A & B: Assembly & Care and Detention Buildings</u>								
Shell	Per Sq. Foot	\$2.83	\$2.91	\$0.00	\$2.91	2.8%	E	See Report FIN-2017-024
Finished	Per Sq. Foot	\$3.16	\$3.25	\$0.00	\$3.25	2.8%	E	See Report FIN-2017-024
<u>Group C: Residential Buildings</u>								
Houses, Townhouses, and Apartments	Per Sq. Foot	\$2.26	\$2.32	\$0.00	\$2.32	2.7%	E	
Manufactured Home	Per Sq. Foot	\$1.70	\$1.75	\$0.00	\$1.75	2.9%	E	
Garage/carport/shed/boathouse	Per Sq. Foot	\$0.89	\$0.91	\$0.00	\$0.91	2.2%	E	See Report FIN-2018-028
Deck, porch, dock	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	
<u>Group D & E: Business and Personal Service and Mercantile Buildings</u>								
Shell	Per Sq. Foot	\$2.14	\$2.20	\$0.00	\$2.20	2.8%	E	See Report FIN-2017-024
Finished	Per Sq. Foot	\$2.52	\$2.59	\$0.00	\$2.59	2.8%	E	See Report FIN-2017-024
<u>Group F: Industrial Buildings</u>								
Shell	Per Sq. Foot	\$0.86	\$0.88	\$0.00	\$0.88	2.3%	E	See Report FIN-2017-024
Finished	Per Sq. Foot	\$1.10	\$1.13	\$0.00	\$1.13	2.7%	E	See Report FIN-2017-024
<u>Farm Buildings</u>								
New Building	Per Sq. Foot	\$0.36	\$0.37	\$0.00	\$0.37	2.8%	E	See Report FIN-2017-024
<u>INTERIOR FINISHES AND ALTERATIONS - ALL CLASSIFICATIONS</u>								
Finishes to all areas	Per Sq. Foot	\$0.60	\$0.61	\$0.00	\$0.61	1.7%	E	
<u>SEWAGE SYSTEMS</u>								
New Installation	Flat Fee	\$731.00	\$753.00	\$0.00	\$753.00	3.0%	E	
Replacement or alteration	Flat Fee	\$548.00	\$564.00	\$0.00	\$564.00	2.9%	E	
<u>ALTERNATIVE SOLUTIONS</u>								
All buildings/systems within scope of Part 9	Flat Fee	\$586.00	\$603.00	\$0.00	\$603.00	2.9%	E	See Report FIN-2017-024
All buildings/systems within scope of Part 3	Flat Fee	\$1,174.00	\$1,209.00	\$0.00	\$1,209.00	3.0%	E	See Report FIN-2017-024
<u>SPECIAL CATEGORIES AND MISCELLANEOUS</u>								
Change of Use Permit (No Construction)	Flat Fee	\$234.00	\$241.00	\$0.00	\$241.00	3.0%	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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Conditional Permits	20% of permit fee						E	Fee is in addition to all other required permit fees.
Demolition Permit	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	
Designated Structure Permit	Flat Fee	\$487.00	\$501.00	\$0.00	\$501.00	2.9%	E	Listed per Div.A, 1.3.1.1 Solar installation
Fireplace/Woodstove	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	
Inspection of works not ready	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	At the discretion of the Chief Building Official. Includes code violations and deficiencies.
Occupancy Permit	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	2.8%	E	
Occupancy without an Occupancy Permit	Flat Fee	\$292.00	\$300.00	\$0.00	\$300.00	2.7%	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.
Portables	Flat Fee	\$234.00	\$241.00	\$0.00	\$241.00	3.0%	E	
Reproduction of Digital Drawings	Per Page	\$5.15	\$5.30	\$0.69	\$5.99	2.9%	T	Current rate covers the cost for the digital reproduction of (1) digital copy of drawings - See Report FIN-2022-029.
Revision to Approved Plans	Flat Fee	\$365.00	\$376.00	\$0.00	\$376.00	3.0%	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.
Sign Permits	Flat Fee	\$304.00	\$313.00	\$0.00	\$313.00	3.0%	E	With building permit
Storefront replacement	Flat Fee	\$234.00	\$241.00	\$0.00	\$241.00	3.0%	E	
Tents	Flat Fee	\$244.00	\$251.00	\$0.00	\$251.00	2.9%	E	Tents and air-supported structures shall be in conformance with the Building Code and Section 2.9 of the Fire Code. See Report FIN-2019-031
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
Transfer of Permit	Flat Fee	\$181.00	\$186.00	\$0.00	\$186.00	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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Additional Public Information Meeting	Flat Fee	N/A	\$3,200.00	\$0.00	\$3,200.00	100.0%	E	See Report FIN-2024-024.
Agreements - Minor - Not Registered	Flat Fee	\$292.00	\$300.00	\$0.00	\$300.00	2.7%	E	For recovery of the costs of facilitating and preparing agreements, ie. maintenance and operations agreement. See Report FIN-2024-024.
Agreements - Registered	Flat Fee	\$899.00	\$2,261.00	\$0.00	\$2,261.00	151.5%	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. See Report FIN-2024-024.
Agreements - Subdivision/Condominium *	Administration fee	N/A	\$2,261.00	\$0.00	\$2,261.00	100.0%	E	For recovery of the costs of facilitating and preparing agreements and clearing conditions for approvals of Subdivision and Condominium Agreements. See Report FIN-2024-024.
Red Line Agreement Review *	Administration fee	N/A	\$100.00	\$0.00	\$100.00	100.0%	E	See Report FIN-2024-024
Title Search	Flat Fee	N/A	\$175.00	\$0.00	\$175.00	100.0%	E	See Report FIN-2024-024
Application Reactivation	Flat Fee	N/A	\$3,200.00	\$0.00	\$3,200.00	100.0%	E	See Report FIN-2024-024.
Compliance Letter - Type 1	Flat Fee	\$87.00	\$89.00	\$0.00	\$89.00	2.3%	E	Note 3
Compliance Letter - Type 2	Flat Fee	\$132.00	\$136.00	\$0.00	\$136.00	3.0%	E	Note 4
Consent Review and Condition Clearance	Flat Fee	\$156.00	\$160.00	\$0.00	\$160.00	2.6%	E	
Consent Review and Condition Clearance - Safe Access Clearance	Flat Fee	\$56.00	\$57.00	\$0.00	\$57.00	1.8%	E	See Report FIN-2022-029
Garden Suites and Renewals (Zoning) *	Administration fee	\$1,383.00	\$1,425.00	\$0.00	\$1,425.00	3.0%	E	See Report FIN-2019-034
Lifting of Holding Designation (Zoning) *	Administration fee	\$1,472.00	\$1,516.00	\$0.00	\$1,516.00	3.0%	E	See Report FIN-2023-025
Minor Variance - Type 1	Flat Fee	\$830.00	\$950.00	\$0.00	\$950.00	14.5%	E	Note 1 and See Report FIN-2024-024.
Minor Variance - Type 2	Flat Fee	\$1,407.00	\$1,612.00	\$0.00	\$1,612.00	14.6%	E	Note 2 and See Report FIN-2024-024.
Ownership List Confirmation	Flat Fee	\$79.00	\$81.00	\$0.00	\$81.00	2.5%	E	See Report FIN-2019-027
Part Lot Control Exemption By-law *	Administration fee	\$1,472.00	\$1,516.00	\$0.00	\$1,516.00	3.0%	E	See Report FIN-2023-025
Permitted Use Letter	Flat Fee	N/A	\$89.00	\$0.00	\$89.00	100.0%	E	See Report FIN-2024-024
Pre-Consultation Fee *	Administration fee	\$1,052.00	N/A - see below				E	See Report FIN-2022-029, Report FIN-2023-025, and Report FIN-2024-024.

**SCHEDULE F: PLANNING AND DEVELOPMENT REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Preliminary Planning Consultation	Flat Fee	N/A - see above	\$300.00	\$0.00	\$300.00	100.0%	E	For recovery of the costs to review planning policy relating to preliminary planning proposals. This fee will be credited towards a subsequent related Comprehensive Development Consultation fee. See Report FIN-2024-024.
Comprehensive Development Consultation	Flat Fee	N/A - see above	\$5,000.00	\$0.00	\$5,000.00	100.0%	E	For recovery of the costs to review and provide comments on a comprehensive development/planning proposal or application. This fee will be credited towards a subsequent related Planning Act Application. See Report FIN-2024-024.
Radiocommunication Tower Pre-Consultation Fee *	Administration fee	N/A	\$1,079.00	\$0.00	\$1,079.00	100.0%	E	See Report FIN-2024-024
Radiocommunication Tower Proposals *	Administration fee	\$2,890.00	\$2,977.00	\$0.00	\$2,977.00	3.0%	E	See Report FIN-2021-25 - Township administration fee and third party fee. Radiocommunication Tower and Antenna Protocol Policy
Site Plan Application and Agreement *	Administration fee	\$1,546.00	N/A - see below				E	See Report FIN-2022-029, Report FIN-2023-025, and Report FIN-2024-024.
Site Plan Application and Agreement - New Application	Flat Fee	N/A - see above	\$24,952.00	\$0.00	\$24,952.00	100.0%	E	See Report FIN-2024-024.
Site Plan Application and Agreement - Amendment Application	Flat Fee	N/A - see above	\$6,106.00	\$0.00	\$6,106.00	100.0%	E	See Report FIN-2024-024.
Third and Subsequent Submission *	Administration fee	N/A	\$200.00	0	\$200.00	100.0%	E	See Report FIN-2024-024.
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	\$17,641.00	\$80,000.00	\$0.00	\$80,000.00	353.5%	E	See Report FIN-2023-025 and Report FIN-2024-024.
Zoning By-Law Amendment *	Administration fee	\$2,577.00	N/A - see below				E	See Report FIN-2022-029, Report FIN-2023-025, and Report FIN-2024-024.
Zoning By-Law Amendment	Flat Fee	N/A - see above	\$17,625.00	\$0.00	\$17,625.00	100.0%	E	See Report FIN-2022-029, Report FIN-2023-025, and Report FIN-2024-024.

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

EFFECTIVE 2025

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
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INTERPRETATION

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

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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
After Hours Response for Violation	Per Site Attendance	N/A	\$350.00	\$0.00	\$350.00	100.0%	E	See Report FIN-2024-024
Dog Tags	Per Tag	\$34.00	\$35.00	\$0.00	\$35.00	2.9%	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).
Replacement Dog Tag	Per Tag	\$11.34	\$11.68	\$0.00	\$11.68	3.0%	E	See Report FIN-2020-044
Fence Viewer's Application	Per Application	\$352.00	\$362.00	\$0.00	\$362.00	2.8%	E	
Filming Permit Fee	Flat Fee	\$587.00	\$604.00	\$0.00	\$604.00	2.9%	E	Filming of special events on Township lands/roads.
Filming Permit Security Deposit	Per Filming Permit - days 1 to 3	\$5,000.00	\$5,000.00	\$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.
Filming Permit Security Deposit	Per Filming Permit - each subsequent day after day 3	\$2,000.00	\$2,000.00	\$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.
Kennel Licence - New Application	Per Application	\$555.00	\$571.00	\$0.00	\$571.00	2.9%	E	See By-law No. 024-2021
Kennel Licence - Renewal Application	Per Application	\$222.00	\$228.00	\$0.00	\$228.00	2.7%	E	See By-law No. 024-2021
Kennel Licence - Alteration Application	Per Application	\$222.00	\$228.00	\$0.00	\$228.00	2.7%	E	See Report FIN-2023-025
Kennel Licence - Retiring Application	Per Application	\$83.00	\$85.00	\$0.00	\$85.00	2.4%	E	See By-law No. 024-2021
Liquor License Letter	Per Inspection	\$182.00	\$187.00	\$0.00	\$187.00	2.7%	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.
Lottery Licence	3% of prize value						E	Fee regulated by AGCO (Nevada, Raffle, Bazaar, etc.).
Municipal Addressing Sign	Flat Fee	\$23.82	\$24.54	\$3.19	\$27.73	3.0%	T	
Municipal Addressing Post	Flat Fee	\$23.82	\$24.54	\$3.19	\$27.73	3.0%	T	
Property Standards Appeal Fee	Flat Fee	\$299.00	\$308.00	\$0.00	\$308.00	3.0%	E	See Report FIN-2019-031
Publicized Displays Application Fee	Flat Fee	\$154.00	\$158.00	\$0.00	\$158.00	2.6%	E	See Report FIN-2022-029 and Publicized Displays By-law No. 2022-008
Publicized Displays Appeal Fee	Flat Fee	\$30.93	\$31.85	\$0.00	\$31.85	3.0%	E	See Report FIN-2022-029 and Publicized Displays By-law No. 2022-008

**SCHEDULE G: BY-LAW REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Reinspection Fee	Flat Fee Per Reinspection	\$77.00	\$79.00	\$0.00	\$79.00	2.6%	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.
Septic Compliance Letter	Flat Fee	\$88.00	\$90.00	\$0.00	\$90.00	2.3%	E	Fee charged is consistent for all Township departments.
Sign Permit - Temporary	Flat Fee	\$110.00	\$113.00	\$0.00	\$113.00	2.7%	E	See Sign By-law No. 2024-062.
Sign Refusal Appeal - Council Approval *	Administration Fee	\$1,047.50	\$1,079.00	\$0.00	\$1,079.00	3.0%	E	See Sign By-law No. 2024-062.
Sign Variance - Council Approval *	Administration Fee	\$1,247.50	\$1,285.00	\$0.00	\$1,285.00	3.0%	E	See Sign By-law No. 2024-062.
Sign Variance - Staff Approval *	Administration Fee	\$200.00	\$206.00	\$0.00	\$206.00	3.0%	E	See Sign By-law No. 2024-062.
Site Alteration Permit Application *	Administration Fee	\$1,800 plus \$75 per hectare (rounded to the greater whole aggregate).	N/A - see below					
Site Alteration Permit Application - Normal Farm Practices *	Administration Fee	\$103.00	N/A - see below					
Site Alteration Normal Farm Practices Waiver *	Administration Fee	Subject to recovery of all actual third party costs. May be required to provide a Security Deposit at the discretion of the Designated Official.					E	See Site Alteration By-law No. 2023-057.
Site Alteration Permit Application Fee - Minor *	Administration Fee	\$1,000.00	\$1,030.00	\$0.00	\$1,030.00	3.0%	E	Non-refundable and due at the application submission for the coordination and administration of an application. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Security Deposit - Minor **	Security Deposit	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	0.0%	E	Due prior to permit issuance. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Application Fee - Intermediate *	Administration Fee	\$2,000.00	\$2,060.00	\$0.00	\$2,060.00	3.0%	E	Non-refundable and due at the application submission for the coordination and administration of an application. See Site Alteration By-law No. 2023-057.

**SCHEDULE G: BY-LAW REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Site Alteration Permit Security Deposit - Intermediate **	Security Deposit	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	0.0%	E	Due prior to permit issuance. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Application Fee - Large *	Administration Fee	\$3,500.00	\$3,605.00	\$0.00	\$3,605.00	3.0%	E	Non-refundable and due at the application submission for the coordination and administration of an application. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Security Deposit - Large **	Security Deposit	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	0.0%	E	Due prior to permit issuance. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Application Fee - Major *	Administration Fee	\$5,000.00	\$5,150.00	\$0.00	\$5,150.00	3.0%	E	Non-refundable and due at the application submission for the coordination and administration of an application. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Security Deposit - Major **	Security Deposit	To be determined by the Designated Official.	To be determined by the Designated Official.			0.0%	E	Due prior to permit issuance. See Site Alteration By-law No. 2023-057.
Site Alteration Permit Service Fee	Per m ³	\$0.24	\$0.24	\$0.00	\$0.24	0.0%	E	Paid at time of application. See Site Alteration By-law No. 2023-057.
Violation Fees	The Township may recover its costs of remedying a violation of the Site Alteration By-law No. 2023-057 by invoicing the Owner, by instituting court proceedings or by adding the cost, including interest, to the tax roll, and the exercise of any other available remedy.						E	Double all application fees. See Site Alteration By-law No. 2023-057.
Inspector Attendance at a Property Due to Verified Violation	Per Site Attendance	\$150.00	\$154.00	\$0.00	\$154.00	2.7%	E	Per site attendance by the Inspector as a result of a verified violation. See Site Alteration By-law No. 2023-057.
Designated Official Meeting	Per Meeting	N/A	\$450.00	\$0.00	\$450.00	100.0%	E	Administration fee and cost recovery of third party consultant fees for attendance. See Report FIN-2024-024.
Site Alteration Permit Renewal Fee	Per Application	50% of the original application administration fee.					E	See Site Alteration By-law No. 2023-057.
Special Events Permit	Per Letter	\$88.00	\$90.00	\$0.00	\$90.00	2.3%	E	See Report FIN-2022-029
Swimming Pool Enclosure Permit	Flat Fee	\$251.00	\$258.00	\$0.00	\$258.00	2.8%	E	See Report FIN-2024-024.
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

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

** Security Deposit funds are held by the Township and will be returned to the applicant upon fulfilment of all Permit Conditions. This includes any costs incurred by the Township related to enforcement of the permit conditions or the Site Alteration By-law. If the funds are drawn upon, the applicant is required to top up the funds to the amount determined in Schedule "C" of the Site Alteration By-law No. 2023-057 or as determined by the Designated Official.

**SCHEDULE H: PARKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER Note 1	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Ball Diamonds - No Lights	Per Hour	\$24.50	\$32.00	\$4.16	\$36.16	30.6%	T	See Report FIN-2024-024
75% Reduced Rate - Ball Diamonds - No Lights	Per Hour	\$6.12	\$8.00	\$1.04	\$9.04	30.7%	T	See Report FIN-2024-024
90% Reduced Rate - Ball Diamonds - No Lights	Per Hour	\$2.44	\$3.20	\$0.42	\$3.62	31.1%	T	See Report FIN-2024-024 Note 2
Ball Diamonds - Lights	Per Hour	\$36.74	\$37.85	\$4.92	\$42.77	3.0%	T	after 8:30 p.m.
75% Reduced Rate - Ball Diamonds - Lights	Per Hour	\$9.07	\$9.34	\$1.21	\$10.55	3.0%	T	after 8:30 p.m.
90% Reduced Rate - Ball Diamonds - Lights	Per Hour	\$3.67	\$3.78	\$0.49	\$4.27	3.0%	T	after 8:30 p.m. Note 2
All Ball Diamonds	Per Day	\$183.78	\$189.30	\$24.61	\$213.91	3.0%	T	
75% Reduced Rate - All Ball Diamonds	Per Day	\$45.93	\$47.31	\$6.15	\$53.46	3.0%	T	
90% Reduced Rate - All Ball Diamonds	Per Day	\$18.39	\$18.95	\$2.46	\$21.41	3.0%	T	Note 2
Ball Diamonds - Dragging	Per Occurrence	\$46.95	\$48.36	\$6.29	\$54.65	3.0%	T	Upon request and approval - June 15, 2016 Special Council Meeting.
75% Reduced Rate - Ball Diamonds - Dragging	Per Occurrence	\$11.73	\$12.08	\$1.57	\$13.65	3.0%	T	Upon request and approval - June 15, 2016 Special Council Meeting.
90% Reduced Rate - Ball Diamonds - Dragging	Per Occurrence	\$4.69	\$4.83	\$0.63	\$5.46	3.0%	T	Upon request and approval - June 15, 2016 Special Council Meeting. Note 2
Soccer Field - No Lights	Per Hour	\$31.18	\$32.12	\$4.18	\$36.30	3.0%	T	See Report FIN-2017-012
75% Reduced Rate - Soccer Field - No Lights	Per Hour	\$7.82	\$8.05	\$1.05	\$9.10	2.9%	T	See Report FIN-2017-012
90% Reduced Rate - Soccer Field - No Lights	Per Hour	\$3.11	\$3.20	\$0.42	\$3.62	2.9%	T	See Report FIN-2017-012 Note 2
Soccer Field - Lights	Per Hour	\$38.00	\$39.14	\$5.09	\$44.23	3.0%	T	See Report FIN-2023-025
75% Reduced Rate - Soccer Field - Lights	Per Hour	\$9.50	\$9.79	\$1.27	\$11.06	3.0%	T	See Report FIN-2023-025
90% Reduced Rate - Soccer Field - Lights	Per Hour	\$3.80	\$3.91	\$0.51	\$4.42	3.0%	T	See Report FIN-2023-025 Note 2
Soccer Field - No Lights	Per Day	\$317.21	\$326.73	\$42.47	\$369.20	3.0%	T	See Report FIN-2017-012
75% Reduced Rate - Soccer Field - No Lights	Per Day	\$79.26	\$81.64	\$10.61	\$92.25	3.0%	T	See Report FIN-2017-012
90% Reduced Rate - Soccer Field - No Lights	Per Day	\$31.73	\$32.69	\$4.25	\$36.94	3.0%	T	See Report FIN-2017-012 Note 2
Soccer Field - Lights	Per Day	\$386.59	\$398.19	\$51.76	\$449.95	3.0%	T	See Report FIN-2023-025
75% Reduced Rate - Soccer Field - Lights	Per Day	\$96.65	\$99.55	\$12.94	\$112.49	3.0%	T	See Report FIN-2023-025
90% Reduced Rate - Soccer Field - Lights	Per Day	\$38.66	\$39.82	\$5.18	\$45.00	3.0%	T	See Report FIN-2023-025 Note 2
Ball Diamond Advertising	Per Season	\$205.77	\$211.95	\$27.55	\$239.50	3.0%	T	Available from May to October
75% Reduced Rate - Ball Diamond Advertising	Per Season	\$51.37	\$52.92	\$6.88	\$59.80	3.0%	T	Available from May to October

**SCHEDULE H: PARKS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER Note 1	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
90% Reduced Rate - Ball Diamond Advertising	Per Season	\$20.58	\$21.20	\$2.76	\$23.96	3.0%	T	Available from May to October Note 2
Horse Paddock	Per Day	\$235.13	\$242.19	\$31.48	\$273.67	3.0%	T	Rental restricted to horse paddock and tractor pull area.
75% Reduced Rate - Horse Paddock	Per Day	\$58.74	\$60.51	\$7.87	\$68.38	3.0%	T	Rental restricted to horse paddock and tractor pull area.
90% Reduced Rate - Horse Paddock	Per Day	\$23.52	\$24.23	\$3.15	\$27.38	3.0%	T	Rental restricted to horse paddock and tractor pull area. Note 2
Picnic Shelter	Per Hour	\$23.48	\$24.19	\$3.14	\$27.33	3.0%	T	
75% Reduced Rate - Picnic Shelter	Per Hour	\$5.86	\$6.03	\$0.78	\$6.81	2.9%	T	
90% Reduced Rate - Picnic Shelter	Per Hour	\$2.34	\$2.41	\$0.31	\$2.72	3.0%	T	Note 2
Picnic Shelter	Per Day	\$93.99	\$96.81	\$12.59	\$109.40	3.0%	T	
75% Reduced Rate - Picnic Shelter	Per Day	\$23.50	\$24.21	\$3.15	\$27.36	3.0%	T	
90% Reduced Rate - Picnic Shelter	Per Day	\$9.39	\$9.67	\$1.26	\$10.93	3.0%	T	Note 2
Tennis Courts - No Lights	Per Hour	\$22.23	\$22.90	\$2.98	\$25.88	3.0%	T	See Report FIN-2021-025
75% Reduced Rate - Tennis Courts - No Lights	Per Hour	\$5.55	\$5.71	\$0.74	\$6.45	2.9%	T	See Report FIN-2021-025
90% Reduced Rate - Tennis Courts - No Lights	Per Hour	\$2.21	\$2.27	\$0.30	\$2.57	2.7%	T	See Report FIN-2021-025 Note 2
Tennis Courts - Lights	Per Hour	\$33.35	\$34.36	\$4.47	\$38.83	3.0%	T	See Report FIN-2021-025
75% Reduced Rate - Tennis Courts - Lights	Per Hour	\$8.34	\$8.59	\$1.12	\$9.71	3.0%	T	See Report FIN-2021-025
90% Reduced Rate - Tennis Courts - Lights	Per Hour	\$3.34	\$3.44	\$0.45	\$3.88	3.0%	T	See Report FIN-2021-025 Note 2
Fireworks Security Deposit	Per Display	\$500.00	\$500.00	\$0.00	\$500.00	0.0%	E	Clean up of Township lands after fireworks display.
Baseball Equipment and Lights Security Deposit	Per Season	\$50.00	\$50.00	\$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.
Picnic Shelter Washroom Key Security Deposit	Per Rental	\$50.00	\$50.00	\$0.00	\$50.00	0.0%	E	
Horse Paddock Security Deposit	Per Rental	\$300.00	\$300.00	\$0.00	\$300.00	0.0%	E	
Note 1: Booking availability of Township fields are dependent on field conditions.								
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 I: OPTIMIST RECREATION CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Arena Floor	Per Hour	\$79.26	\$81.64	\$10.61	\$92.25	3.0%	T	Includes use of change rooms
75% Reduced Rate - Arena Floor	Per Hour	\$19.74	\$20.34	\$2.64	\$22.98	3.0%	T	Includes use of change rooms
90% Reduced Rate - Arena Floor	Per Hour	\$7.93	\$8.16	\$1.06	\$9.22	3.0%	T	Includes use of change rooms Note 2
Ice - Non - Prime	Per Hour	\$66.10	\$68.09	\$8.85	\$76.94	3.0%	T	Includes use of change rooms Note 1
75% Reduced Rate - Ice - Non-Prime	Per Hour	\$16.45	\$16.95	\$2.20	\$19.15	3.0%	T	Includes use of change rooms Note 1
90% Reduced Rate - Ice - Non-Prime	Per Hour	\$6.61	\$6.80	\$0.88	\$7.68	2.9%	T	Includes use of change rooms Note 1 and Note 2
Ice - Prime	Per Hour	\$234.00	\$241.02	\$31.33	\$272.35	3.0%	T	Includes use of change rooms. See Report FIN-2023-030. Note 1
Gymnasium	Per Hour	\$36.07	\$42.00	\$5.46	\$47.46	16.4%	T	See Report FIN-2024-024
75% Reduced Rate - Gymnasium	Per Hour	\$8.96	\$10.50	\$1.37	\$11.87	17.2%	T	See Report FIN-2024-024
90% Reduced Rate - Gymnasium	Per Hour	\$3.57	\$4.20	\$0.55	\$4.75	17.6%	T	See Report FIN-2024-024 and Note 2
Personnel Costs	Per Hour Per Personnel		Actual Costs Incurred				T	See Report REC-2023-004 and Report FIN-2023-030. Personnel Costs are applicable for any additional staffing requirements for events at the discretion of the Director of Public Works, Parks and Facilities subject to operational demands and staff availability
Rink Board Advertising	Per Year	\$411.53	\$423.88	\$55.10	\$478.98	3.0%	T	
75% Reduced Rate - Rink Board Advertising	Per Year	\$102.84	\$105.93	\$13.77	\$119.70	3.0%	T	
90% Reduced Rate - Rink Board Advertising	Per Year	\$41.16	\$42.40	\$5.51	\$47.91	3.0%	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 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
Meeting Room - Non Resident Rental or Commercial Rental	Per Hour	\$38.28	\$39.43	\$5.13	\$44.56	3.0%	T	An 8 hour booking is required if renting with a full day or 12 hour booking of the Hall. Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031
Meeting Room	Per Hour	\$30.62	\$31.54	\$4.10	\$35.64	3.0%	T	An 8 hour booking is required if renting with a full day or 12 hour booking of the Hall.
75% Reduced Rate - Meeting Room	Per Hour	\$7.59	\$7.82	\$1.02	\$8.84	3.0%	T	An 8 hour booking is required if renting with a full day or 12 hour booking of the Hall.
90% Reduced Rate - Meeting Room	Per Hour	\$3.05	\$3.14	\$0.41	\$3.55	3.0%	T	An 8 hour booking is required if renting with a full day or 12 hour booking of the Hall. Note 3
Hall - Non-Prime - Non Resident Rental or Commercial Rental	Per Hour	\$82.18	\$84.64	\$11.00	\$95.64	3.0%	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
Hall - Non-Prime	Per Hour	\$65.76	\$67.74	\$8.81	\$76.55	3.0%	T	Minimum of a 3 hour booking required. Note 1 and Note 2
75% Reduced Rate - Hall - Non-Prime	Per Hour	\$16.45	\$16.95	\$2.20	\$19.15	3.0%	T	Minimum of a 3 hour booking required. Note 1 and Note 2
90% Reduced Rate - Hall - Non-Prime	Per Hour	\$6.57	\$6.77	\$0.88	\$7.65	3.0%	T	Minimum of a 3 hour booking required. Note 1, Note 2, and Note 3
Hall - Non-Prime - Non Resident Rental or Commercial Rental	Full Day Rental	\$558.88	\$575.64	\$74.83	\$650.47	3.0%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1 and Note 2
Hall - Non-Prime	Full Day Rental	\$447.12	\$460.54	\$59.87	\$520.41	3.0%	T	Note 1 and Note 2
75% Reduced Rate - Hall - Non-Prime	Full Day Rental	\$111.80	\$115.16	\$14.97	\$130.13	3.0%	T	Note 1 and Note 2
90% Reduced Rate - Hall - Non-Prime	Full Day Rental	\$44.68	\$46.03	\$5.98	\$52.01	3.0%	T	Note 1, Note 2, and Note 3
Hall - Prime - Non Resident Rental or Commercial Rental	12 Hour Rental	\$986.16	\$1,015.75	\$132.05	\$1,147.80	3.0%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031, Report FIN-2023-030, and Report FIN-2023-032. Note 1 and Note 2
Hall - Prime	12 Hour Rental	\$586.45	\$604.05	\$78.53	\$682.58	3.0%	T	Note 1 and Note 2. See Report FIN-2023-032.
Hall - Prime - Non Resident Rental or Commercial Rental	Per Hour	\$82.18	\$84.65	\$11.00	\$95.65	3.0%	T	Additional hours beyond the 12 hour full day rental maximum subject to availability. See Report FIN-2023-032 and Report FIN-2024-024.
Hall - Prime	Per Hour	\$65.76	\$67.74	\$8.81	\$76.55	3.0%	T	Additional hours beyond the 12 hour full day rental maximum subject to availability. See Report FIN-2023-032.

**SCHEDULE J: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS	
Hall - Set-up Fee - Non Resident Rental or Commercial Rental	Per Hour	\$82.18	\$84.65	\$11.00	\$95.65	3.0%	T	Minimum of a 3 hour booking required. Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 1, Note 2 and Note 5	
Hall - Set-up Fee	Per Hour	\$65.76	\$67.74	\$8.81	\$76.55	3.0%	T	Minimum of a 3 hour booking required. Note 1, Note 2 and Note 5	
Use of Kitchen Facilities - Non Prime - Non Resident Rental or Commercial Rental	Per Hour	\$47.00	\$48.41	\$6.29	\$54.70	3.0%	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	
Use of Kitchen Facilities - Non Prime	Per Hour	\$32.10	\$33.07	\$4.30	\$37.37	3.0%	T	Minimum of a 3 hour booking required. Note 1 and Note 2	
75% Reduced Rate - Use of Kitchen Facilities - Non Prime	Per Hour	\$8.02	\$8.27	\$1.08	\$9.35	3.1%	T	Minimum of a 3 hour booking required. Note 1 and Note 2	
90% Reduced Rate - Use of Kitchen Facilities - Non Prime	Per Hour	\$3.20	\$3.29	\$0.43	\$3.72	2.8%	T	Minimum of a 3 hour booking required. Note 1, Note 2, and Note 3	
Licensed Events Using Patio - Non Resident Rental or Commercial Rental	Flat Rate	\$84.05	\$86.58	\$11.26	\$97.84	3.0%	T	Example of Commercial Rentals include Auctions, Sale of Merchandise - See Report FIN-2019-031 Note 6	
Licensed Events Using Fenced Outdoor Patio	Flat Rate	\$67.24	\$69.26	\$9.00	\$78.26	3.0%	T	Note 6	
75% Reduced Rate - Licensed Events Using Fenced Outdoor Patio	Flat Rate	\$16.80	\$17.30	\$2.25	\$19.55	3.0%	T	Note 6	
90% Reduced Rate - Licensed Events Using Fenced Outdoor Patio	Flat Rate	\$6.72	\$6.92	\$0.90	\$7.82	3.0%	T	Note 3 and Note 6	
Personnel Costs	Per Hour Per Personnel	Actual Costs Incurred						T	See Report REC-2023-004 and Report FIN-2023-030. Personnel Costs are applicable for any additional staffing requirements for events at the discretion of the Director of Public Works, Parks and Facilities subject to operational demands and staff availability
Facility Rental Security Deposit - Hall Rental Only or Hall and Meeting Room Rental	Per Booking	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	0.0%	E	See Report FIN-2022-029 and Note 4	
Facility Rental Security Deposit - Meeting Room/Kitchen Facility Only	Per Booking	\$365.00	\$365.00	\$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.

**SCHEDULE J: PUSLINCH COMMUNITY CENTRE REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2025**

TYPE OF REVENUE/USER	Unit/Descr	2024 RATE (NO TAX)	2025 RATE (NO TAX)	13% HST	RATE INCL HST	% CHANGE	HST STATUS	COMMENTS
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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.