



**Municipality of Port Hope**

56 Queen Street  
Port Hope, ON  
L1A 3Z9

**REPORT TO:** Parks, Recreation and Culture Committee

**REPORT FROM:** Leslie Murray, Manager, Community Recreation and Culture

**SUBJECT:** PRC User Fee Review- Approval

**DATE:** October 5, 2021

---

**RECOMMENDATION:**

That a resolution be presented to Council to support the proposed changes to the Department of Parks, Recreation and Culture user fees as identified in Schedules “E” and “J” as presented to Committee of the Whole on September 7 and posted for public comment, and further

That the proposed changes be reflected in the User Fees and Charges By-law update.

**BACKGROUND:**

Proposed amendments to the Fees and Charges By-law were presented to Committee on September 7<sup>th</sup>, 2021, and subsequently posted for public comment from September 8-22<sup>nd</sup>, 2021. During this period, a total of 6 responses were received. The contents of the responses are summarized below.

- Statements that fee increases seem reasonable, aligned with cost-of-living increase, and supportive of cost recovery model for programs and rentals.
- Considerations for review of seniors programming with Ruth Clark Activity Centre memberships.
- Comments relating to the annual expenditures for cemetery services.
- Opinion that there should be no rental fees for not-for-profits or registered charities.
- Suggestion that youth and senior program fees should be kept low to encourage participation.
- Opinion relating to tax burden for Parks, Recreation and Culture.

Staff recommend proceeding with the amendments as presented with no changes. Comments that were received are shared with Committee (**Attachment 1**) for awareness and any future direction to staff.

Given the evolving operational impacts of the pandemic, it is recommended that a comprehensive review be conducted in 2024 and any necessary adjustments based on sector recovery trends be proposed at that time.

**RESOURCE IMPLICATIONS:**

None

**CONCLUSION:**

Regular reviews of fees continue to be a best practice of the Municipality. Increases to user fees provide additional funds to help sustain infrastructure, maintain program quality and community engagement while assisting in reducing the impact on the tax levy.

Establishment of fees for the Parks, Recreation and Culture facilities, parks and programs is guided by the Strategic Plan with focus on being fiscally responsible, accountable, and sustainable while supporting a healthy and active community.

Respectfully Submitted,

Leslie Murray  
Manager, Community Recreation and Culture