

October 28, 2015

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

SUBJECT: 2016 Operations & Facilities Division User Fees & Charges

Please find attached spreadsheet No. 1 outlining the proposed 2016 user fees and charges for the Operations & Facilities Division. The 2015 rates were increased by 1.2% across the board with a few exceptions.

The exceptions are as follows and are shown highlighted in "green" on the spreadsheets;

1. Bag Tag –set at \$2.50 per tag compared to \$2.25 in 2015. This is a 11.1% increase.
2. Minimum Tipping Fee at the Landfill Site is being proposed at \$18.50 which is a 50 cent increase compared to the 2015 rate. This is a 2.78% increase.
3. Environmental Fee per water customer – set at \$4.25 per month compared to \$4.00 per month in 2015. This is a 6.25% increase.
4. The camping fees at the Pither's Point Park were rounded up to the nearest 1 dollar including all applicable taxes;
 - a. Full service camp site - \$34.00 (HST included) - \$1.00 increase compared to 2015
 - b. Tenting site - \$17.00 (HST included) same as in 2015
 - c. Partial Service camp site - \$27.00 (HST included) same as in 2015

The Cemetery Price list will be reviewed and approved at the same time as reviewing all of the other user fees and charges for the Operations & Facilities Division. The 2016 Cemetery Price List doesn't have to be approved by the Ministry of Consumer Services. In the first quarter of 2015, the Town stopped charging the provincial cemetery licensing fees of \$12.00 per interment. See attached information. The Town as the cemetery owner/operator will continue to pay these fees to the provincial government where at this time a decision must be made if the Town wants to increase the interment costs in 2016 by the same amount as the provincial cemetery licensing fee.

The forecasted increase in revenue is as follows for the Operations & Facilities Division without including any adjustment for fees for interments at the cemetery;

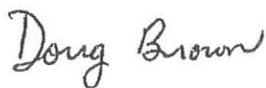
Rate Increase	1.2% & adjustments
Public Works	\$ 1,043.54
Waste Management System	\$22,170.94
Parks	\$ 659.14
Cemetery Charges	\$ 1,794.94
Airport	\$ 3,041.01
Total	\$28,709.57

Water and Sewer fees have not been addressed at this time and will be addressed prior to the first billing cycle in 2016. However as per the unapproved and presently under review sewer systems management by-law, if a new minimum fee for unblocking a sanitary sewer service line is to be implemented on January 1st, 2016 a decision must be made at this time. See attached information.

The Operations & Facilities Executive Committee recommends the following:

- 1) That Council endorses the 2016 proposed user fees and charges for the Operations & Facilities Division in principle with an increase of 1.2 % with a few exceptions where the rate increase is higher than 1.2% as outlined on the attached spreadsheets and that a by-law be prepared prior to January 1st, 2016.
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle with an increase of 1.2 % and that it will go into effect on January 1st, 2016.

Respectfully submitted,
Operations & Facilities Division



Doug Brown, P. Eng.
Manager Operations & Facilities

Council approval of this report will ensure the following:

- 1) That Council endorses the 2016 proposed user fees and charges for the Operations and Facilities Division in principle with an increase of 1.2% with a few exceptions where the rate increase is higher than 1.2% as outlined on the attached spreadsheets and that a by-law be prepared prior to January 1st, 2016.
- 2) That Council endorses the proposed Cemetery Price List as outlined on the attached spreadsheet in principle with an increase of 1.2% and that it will go into effect on January 1st, 2016.

2015OctoberO&FDivision2016userfees&charges

RECOMMENDED

NOV 01 2015

DIV. MNG. _____

EXECUTIVE COMM. _____

LICENSING EXEMPTIONS FOR THE SALE OF CEMETERY OR CREMATORIUM SUPPLIES AND SERVICES

A person is exempt from being licensed as a sales representative if:

- The person is acting on behalf of a non-commercial cemetery operator selling licensed supplies or services,
- The sale of cemetery or crematorium supplies and services is not the person's primary occupation, and
- No trust money or insurance funding is involved.

All other sales representatives must be licensed and may sell only those supplies and services that their employer is licensed to sell.

In other words, if the employer is licensed as a cemetery operator, the sales representative can sell only cemetery supplies and services.

However, with the employer's knowledge, a sales representative may be licensed to sell for more than one operator.

In other words, a sales representative could be employed by one or more cemetery operators as well as one or more crematorium operators.

CEMETERY LICENSING FEES

It has come to my attention that some operators may be including their licensing fees on consumer contracts or invoices. Under the FBCSA, consumers can only be charged for supplies and services provided to them by the operator. A licensing fee or license renewal fee is neither a supply nor a service provided to consumers. Such fees are the responsibility of the licensee to pay. Licensees must ensure that licensing fees do not appear on consumer contracts or invoices.

WHERE CREMATED HUMAN REMAINS MAY BE INTERRED

The FBCSA prohibits the interment of human remains, including cremated human remains, except in a registered cemetery i.e., a cemetery that is operated by a person licensed as a cemetery operator.

Note: cremated human remains cannot be interred in a "pet" cemetery. An owner of a pet cemetery who allowed interments of cremated remains was recently convicted under the *Cemeteries Act (Revised)* and fined.

CONSUMER PROTECTION PROVISIONS UNDER THE FBCSA

The FBCSA provides important protections for consumers. Among them are the right for consumers to:

Be provided with prescribed information: operators must provide consumers with a price list for services and supplies in printed or electronic format, information on relevant business relationships and a consumer information guide to help consumers know their responsibilities and obligations when making funeral, burial and cremation services arrangements. Operators under the FBCSA must provide consumers with a copy of the consumer information guide prior to the consumer entering into a contract with the operator. Consumer information guides will be mailed out to all cemetery and crematorium and other operators under the FBCSA.

Get information in alternative formats: the FBCSA requires operators to provide written information in accessible formats, such as large print or audio formats. These formats must be provided to consumers when they need it and at no extra cost.

Change their minds after signing a contract: the FBCSA gives consumers up to 30 days to change their minds and get a full refund. After 30 days, a cancellation fee of 10 per cent of the cost of the contract up to a maximum of \$350 may apply.

VISIT US ONLINE

Find out more about the FBCSA on the Ministry of Consumer Services' website. Topics include:

- Ownership disclosure
- By-laws
- Consumer protection requirements
- Co-location, co-ownership and crematoriums
- Resale of interment rights
- Care and maintenance funds
- Neglected cemeteries and burial sites
- A guide to the FBCSA and its regulations.

Visit www.ontario.ca/consumerservices for more. On the left-hand navigation bar, select the "Businesses and Not-For-Profit" tab and then the "Business Resources" to view these materials.

Disponible en français

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges

PUBLIC WORKS - Updated on October 27, 2015 - effective January 1st, 2016

Description	Units	# of Units	2014 2013 + 1%	2015 2014 + 2.6%	2016 2015 + 1.2%	Increase Revenue 2015+1.2%
Private Work						
Labour						
Labour billed on hourly rate - regular hours	Hours	140	\$40.42	\$41.47	\$41.97	\$69.67
Overtime Labour Rate			\$60.63	\$62.21	\$62.96	
Double Time Labour Rate (Statutory Holidays)			\$80.84	\$82.94	\$83.94	
Non-Residential Labour Rate						
Vehicle Rates						
Non-residential equipment & vehicle rates						
All 1/2 tons, 3/4 tons, crew cabs, compacts & van	Hours	29	\$21.01	\$21.56	\$21.82	\$7.50
V109 - Sand Truck			\$78.51	\$80.55	\$81.51	
V110 - Dump/Plow Truck			\$36.19	\$37.13	\$37.58	
V115 - Sander/Plow Truck			\$87.66	\$89.94	\$91.02	
V122 - Tandem Truck		18	\$78.51	\$80.55	\$81.51	\$17.40
V121 - Tandem Truck		19	\$78.51	\$80.55	\$81.51	\$18.36
Equipment Rates						
E205 & E207 Graders	Hours					
a) Labour			\$40.42	\$41.47	\$41.97	
b) Machine with wing			\$66.38	\$68.11	\$68.92	
Total per hour per grader			\$106.80	\$109.58		
E206 - Vacuum/Pressure Truck						
a) Labour - 2 men			\$80.84	\$82.94	\$83.94	
b) Truck			\$145.90	\$149.69	\$151.49	
Total per hour		24	\$226.74	\$232.63	\$235.42	\$67.00
E305 - Sidewalk machine c/w any attachment						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment with bucket			\$58.85	\$60.38	\$61.11	
Total per hour		8	\$99.27	\$101.85	\$103.07	\$9.78
E309 - Hyundai Backhoe						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment with bucket			\$81.41	\$83.53	\$84.53	
Total per hour		4	\$121.83	\$125.00	\$126.50	\$6.00
E313 - Large Snow Blower & Loader						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$84.38	\$86.57	\$87.61	
Total per hour			\$124.80	\$128.04	\$129.58	
E318 - Cat 930H Loader						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$50.43	\$51.75	\$52.37	
Total per hour		4	\$90.85	\$93.22	\$94.33	\$4.47
E315 - Loader Bobcat						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment with attachments			\$46.14	\$47.34	\$47.91	
Total per hour			\$86.56	\$88.81	\$89.88	
E317 - IT38 Cat Loader						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$50.43	\$51.75	\$53.09	
Total per hour		4	\$90.85	\$93.22	\$95.06	\$7.37
E321 - Loader/Backhoe						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$43.07	\$44.19	\$45.34	
Total per hour		4	\$83.49	\$85.66	\$87.31	\$6.59
E597 - Ingersoll Rand Packer						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$70.17	\$71.99	\$73.87	
Total per hour			\$110.59	\$113.46	\$115.83	
E713 - Low Pressure Steamer						
a) Labour - 2 men			\$80.84	\$82.94	\$83.94	
b) Equipment			\$30.13	\$30.91	\$31.28	
c) Half Ton Truck			\$21.01	\$21.56	\$21.82	
Total per hour		8	\$131.98	\$135.41	\$137.04	\$13.00
E726 - Rigid Drain Cleaning Machine						
a) Labour - 2 Men	Plugged		\$80.84	\$82.94	\$83.94	

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges
PUBLIC WORKS - Updated on October 27, 2015 - effective January 1st, 2016

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges						
PUBLIC WORKS - Updated on October 27, 2015 - effective January 1st, 2016						
Description	Units	# of Units	2014	2015	2016	Increase Revenue
b) Equipment	Sewer		2013 + 1%	2014 + 2.6%	2015 + 1.2%	2015+1.2%
c) Half Ton	Per Hour		\$3.22	\$3.30	\$3.39	
d) Total per hour			\$21.01	\$21.56	\$22.12	
E816 - Street Sweeper		67	\$105.07	\$107.81	\$109.45	\$110.00
a) Labour						
b) Equipment			\$40.42	\$41.47	\$41.97	
Total per hour		40	\$124.48	\$127.71	\$129.24	\$61.30
E830 - DBH Thawing Machine						
a) Labour 2 Men			\$80.84	\$82.94	\$83.94	
b) Equipment			\$53.43	\$54.82	\$56.25	
c) 3/4 Ton			\$21.01	\$21.56	\$22.12	
Total per hour		7	\$155.28	\$159.32	\$162.30	\$20.87
E830 - Pulse De-icer (Thawing) Machine						
a) Labour 2 Men			\$80.84	\$82.94	\$83.94	
b) Equipment			\$14.59	\$14.97	\$15.36	
c) 3/4 Ton			\$21.01	\$21.56	\$22.12	
Total per hour		1	\$116.45	\$119.47	\$121.42	\$1.95
E838 - Air Compressor						
a) Labour			\$40.42	\$41.47	\$41.97	
b) Equipment			\$29.18	\$29.94	\$30.72	
c) 3/4 Ton			\$21.01	\$21.56	\$22.12	
Total per hour			\$90.61	\$92.97	\$94.81	
Private Concrete Crossing or Replacement of Sidewalk for private crossing						
Removal, Supply & installation of concrete driveway	Square Feet	1100	\$17.53	\$17.98	\$18.20	\$237.35
Private Crossing - Culvert	Feet	54	\$156.39	\$160.46	\$164.63	\$225.29
Removal of concrete driveway crossing			\$5.78	\$5.93	\$6.08	
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft	16	\$36.73	\$37.69	\$38.14	\$7.24
Removal of highback concrete curb & gutter and replace with low back concrete curb & gutter for new driveway crossing installation	Linear Ft		\$36.73	\$37.69	\$38.67	
Engineering Services						
Engineering Services Minimum One Hour						
Televising Customer Sewer at their request on regular hours	Per Hour	8	\$180.45	\$185.15	\$187.37	\$17.77
Televising Customer Sewer at their request on overtime hours			\$360.91	\$370.29	\$374.74	
Tracing Customer Water & Sewers at their request on regular hours		7	\$120.30	\$123.43	\$124.91	\$10.37
Tracing Customer Water & Sewers at their request on overtime hours			\$240.61	\$246.86	\$249.82	
Setting Lot Grades only - regular hours	Per Lot Grade	23	\$108.51	\$111.33	\$112.67	\$30.73
Copying Blue Prints	Each		\$12.97	\$13.31	\$13.47	
GIS Drawings or Maps- Hardcopy size- 8.5" by 11"			\$5.45	\$5.59	\$5.66	
size- 11" by 17"			\$10.90	\$11.18	\$11.32	
size - 24" by 36"			\$27.25	\$27.96	\$28.29	
Digital Aerial Photography - .ecw format only			\$1,089.94	\$1,118.27	\$1,131.69	
GIS Shapefiles- per infrastructure layer			\$272.48	\$279.57	\$282.92	
GIS Shapefiles- base map -property lines and addresses			\$272.49	\$279.57	\$282.93	
Landfill Tipping Fees (NO TAXES)						
0-250 kgs		5700	\$18.00	\$18.00	\$18.50	\$2,850.00
251-500 kgs						
251-1,000 kgs		5988	\$66.31	\$68.03	\$68.65	\$4,888.40
Flate rate period when scales are not in operation.						
Passenger Vehicles- minivans, SUV & Cars			\$18.00	\$18.00	\$18.50	

Spreadsheet No. 1 - Operations & Facilities Fees and Service Charges
PUBLIC WORKS - Updated on October 27, 2015 - effective January 1st, 2016

Description	Units	# of Units	2014	2015	2016	Increase Revenue
			2013 + 1%	2014 + 2.6%	2015 + 1.2%	2015+1.2%
Single Axle Trailers pulled by truck			\$28.23	\$28.97	\$29.31	
Half-ton Trucks- 3/4 ton & compact			\$19.84	\$20.35	\$20.60	
Single Axle Trucks			\$91.55	\$93.94	\$95.06	
Tandem Trucks and Trailers			\$228.89	\$234.84	\$237.66	
Garbage Trucks, Containerized Hauling Units & Tanker Trucks			\$274.66	\$281.81	\$285.19	
Fees to be used when scales are in operation.						
Minimum Charge			\$18.00	\$18.00	\$18.50	
Rate per Tonne			\$66.31	\$68.03	\$68.85	
Weighing Vehicle Only			\$29.76	\$30.53	\$30.90	
Contaminated Soil Suitable for Cover Material - per tonne			\$3.65	\$3.75	\$3.79	
Car Tires - each			\$8.01	\$8.22	\$8.32	
Truck Tires - up to and including 18 wheelers			\$18.69	\$19.18	\$19.41	
Off Road Tires (anything over 18 wheeler)			\$93.46	\$95.89	\$97.04	
Tires by the Tonne			\$466.93	\$479.07	\$484.82	
Refrigeration Unit - containing Refrigerant or no notification sticker affixed to the unit			\$38.91	\$39.92	\$40.40	
Sale of Blue Boxes						
Sale of Composters						
Sale of Bag Tags		12000	\$2.25	\$2.25	\$2.50	\$3,000.00
Monthly Environmental Fee per water account		3463	\$4.00	\$4.00	\$4.25	\$10,389.00
Water and Sewer (NO Taxes)						
If sewer and water are in separate trenches	Per Trench					
If sewer and water are in the same trench						
Termination of Water and Sewer						
If sewer and water are in separate trenches	Per Trench					
If sewer and water are in the same trench						
Termination of Services						
Inspecting the termination prior to backfilling	Inspection	6	\$42.50	\$43.75	\$44.28	\$3.15
Reconnection of Services						
Inspecting the reconnection prior to backfilling			\$42.50	\$43.75	\$44.28	
Regular request to turn water on or off (maintenance)	Per Turn	127	\$42.50	\$43.75	\$44.28	\$66.67
Non-maintenance shut off for delinquent accounts		8	\$120.30	\$123.50	\$124.98	\$11.86
Non-maintenance turn on for delinquent accounts		8	\$120.30	\$123.50	\$124.98	\$11.86
Sale and Installation of Water Meters						
3/4" Water Meter						
1" Water Meter						
1 1/2" Water Meter						
2" Water Meter						
Testing of Backflow Device						
Stores- (Applicable Taxes Extra)						
Sale of all items to private sector	Per Item					
				Total		\$22,170.94
				WMS		\$21,127.40
				Other PW		\$1,043.54

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Spreadsheet No. 1 - Airport - Updated October 27, 2015
 Fees and Service Charges -
 As of January 1st, 2016

Unit	# Of Units	2012 Approved 2011 + 3%	2013 Approved 2012 + 1% or more	2014 Approved 2013 + 1% or more	2015 Proposed 2014 + 2.6%	2016 Proposed 2015 + 2.2%	Estimated Revenue 2016 to 2015 2016 + 2.2%
Fee	31.8	\$317.14	\$354.65	\$358.20	\$367.51	\$371.92	\$140.24
Office/square meter- Plus applicable taxes							
Counter/square meter- Plus applicable taxes							
New for 2015 Rental of Heated Garage Bay							
Aviation Fuels - Plus applicable taxes	day				\$100.60	\$101.81	
100LL	25,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	
Jet-A	14,000	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	adjusted quarterly	
Aviation Oils		Cost + 45%	cost + 45%	cost + 45%	Cost + 45%	Cost + 45%	
Aircraft Landing Fees for Domestic Flights - No applicable taxes							
Piston Aircraft	500	\$11.79	\$12.00	\$13.00	\$13.34	\$13.50	\$60.03
Medivac & All Government Aircrafts	500		\$200.00	\$202.00	\$207.25	\$209.74	\$1,243.51
Turbine Aircraft	200	\$11.79	\$12.00	\$13.00	\$13.34	\$13.50	\$32.01
<21,000 kgs. - Gross Weight X	1200	\$2.95	\$3.73	\$3.77	\$3.87	\$3.91	\$55.66
21,000 - 45,000 kgs. - Gross Weight X		\$3.54	\$3.73	\$3.77	\$3.87	\$3.91	
Aircraft Landing Fees for International Flights - No applicable taxes							
Piston Aircraft	127	\$11.79	\$32.00	\$33.00	\$33.86	\$34.26	\$51.60
Turbine Aircraft	262	\$11.79	\$32.00	\$33.00	\$33.86	\$34.26	\$106.45
<21,000 kgs. - Gross Weight X		\$2.95	\$8.00	\$8.08	\$8.29	\$8.39	
21,000 - 45,000 kgs. - Gross Weight X		\$3.54	\$8.00	\$8.08	\$8.29	\$8.39	
Airport Parking Fees							
<4,999 kgs/day	Days	\$10.02	\$10.12	\$11.00	\$11.29	\$11.42	\$23.02
<4,999 kgs/month		\$73.12	\$82.60	\$83.43	\$85.60	\$86.62	
5 - 9,999 kgs/day		\$17.10	\$17.27	\$17.44	\$17.90	\$18.11	
5 - 9,999 kgs/month		\$330.21	\$333.51	\$336.85	\$345.61	\$349.75	
10,000-29,000 kgs/day		\$30.66	\$30.97	\$31.28	\$32.09	\$32.48	
10,000-29,000 kgs/month		\$613.24	\$619.38	\$625.57	\$641.83	\$649.54	
Plug-ins	Day/Heater	\$5.90	\$5.96	\$6.02	\$6.17	\$6.25	
Ground Power Starts							
Ground Power Starts Bearskin	Starts	\$42.51	\$42.93	\$43.36	\$44.49	\$45.02	\$587.26
Ground Power Starts other Aircrafts	Start	\$53.07	\$53.60	\$54.14	\$55.54	\$56.21	
Aircraft De-icing							
Bearskin Airlines	Aircraft	\$41.28	\$41.69	\$42.11	\$43.20	\$43.72	
Other Aircraft *Plus Cost of Fluid	Aircraft	\$58.97	\$59.56	\$60.15	\$61.72	\$62.46	
General Terminal Fees							
0 - 9 seats		\$16.51	\$16.68	\$16.84	\$17.28	\$17.49	
10 - 15 seats	Flights	\$18.87	\$19.06	\$19.25	\$19.75	\$19.99	
16 - 25 seats	Flights	\$29.48	\$29.78	\$30.08	\$30.86	\$31.23	\$388.81
Passenger Facility Charge - Plus applicable taxes							
Per Person Embarking	Passengers	\$10.26	\$10.36	\$10.47	\$10.74	\$10.87	\$219.04
Airport Improvement Fee - levied to outbound charters per passenger embarking			\$10.36	\$10.46	\$10.74	\$10.86	\$62.45
Call-outs- plus applicable taxes		\$148.57	\$150.06	\$151.56	\$155.50	\$157.36	
New for 2015 Overtime labour Rate					\$62.21	\$62.96	
New for 2015 Double time labour rate					\$82.94	\$83.94	
New for 2015 Loader plus labour					\$51.75	\$52.37	
New for 2015 Snow Blower or Sweeper attachment plus labour					\$34.62	\$35.24	
New for 2015 Sander/Plow Truck plus labour					\$48.47	\$49.05	
New for 2015 Winter Control Sand	cu. yd				\$25.15	\$25.45	
Aviation Charts- plus applicable taxes		cost + 40%	cost + 40%	cost + 40%	cost + 40%	cost + 40%	
Car Parking Fees/day- plus applicable taxes							
Yearly Parking Stall	Year	\$173.43	\$175.17	\$177.00	\$178.60	\$179.14	
Daily Parking	Days	\$5.75	\$5.81	\$7.50	\$7.70	\$7.79	\$30.93
Monthly parking stall		\$60.60	\$60.60	\$100.00	\$102.60	\$103.83	
Land Lease Rates - Unserved- plus applicable taxes							
Private - per square meter- plus applicable taxes		\$1.15	\$1.68	\$1.70	\$1.74	\$1.76	
Commercial - per square meter		\$1.77	\$2.52	\$2.55	\$2.61	\$2.64	
Advertising Signs- plus applicable taxes							
Small signs per year		\$104.06	\$105.10	\$106.15	\$108.91	\$110.22	
Large signs per year		\$115.62	\$116.78	\$117.94	\$121.01	\$122.46	
Commercial Character Ramp Fee per Aircraft			13.27	\$13.40	\$13.75	\$13.92	
total net increase							\$3,041.01

Spreadsheet No. 1 - Updated October 27, 2015 - Parks & Cemeteries 2016 Proposed Fees - January 1st, 2016

Fees and Services Charges - all applicable taxes included unless otherwise expressed

	#Units	2014	2015 2014+2.6%	2016 2015+1.2%	2016 2015+1.2%	Revenue Increase

Cemeteries

4.6.1 SALE OF LOTS - Plus applicable taxes

4.6.1.1	Adult Single	11	\$505.04	\$511.67	\$514.81	\$34.54
4.6.1.2	Adult Double	10	\$757.52	\$770.72	\$776.92	\$62.00
4.6.1.3	Child Single	1	\$252.03	\$254.65	\$255.94	\$1.29
4.6.1.4	Cremation	1	\$226.50	\$228.49	\$229.43	\$0.94

8 years old or under

Non-residents

Care and Maintenance Fund Contribution included in sale price -

4.6.2 SALE OF COLUMBARIUM NICHES - Plus applicable taxes

4.6.2.1	Top 2 Rows	2	\$1,293.57	\$1,327.22	\$1,343.14	\$31.84
4.6.2.2	Middle 4 Rows	5	\$1,597.92	\$1,639.46	\$1,659.13	\$98.35
4.6.2.3	Bottom 2 Rows	3	\$1,065.28	\$1,093.02	\$1,106.13	\$39.33

Sale price per Niche

Includes One (1)

Interment

Second

Interment

Interment

Interment

Each Niche is classified as a double and will hold two cremated remains.

Purchase of Double Niche

Bronze Plaque and Installation

One Interment

Required contribution to the care and maintenance fund

The second interment into the double niche will have an additional charge of \$137.42

4.6.2.4

Non-residents

4.6.3 INTERMENTS - Plus applicable taxes

May 1st to October 31st Interment Rates

4.6.3.1	Adult	27	\$714.07	\$732.64	\$741.43	\$237.37
4.6.3.2	Adult with Vault	6	\$795.68	\$816.40	\$826.20	\$58.76
4.6.3.3	Child	0	\$280.53	\$287.82	\$291.28	\$0.00
4.6.3.4	Child with Vault (8 years old or under)	1	\$306.03	\$313.98	\$317.74	\$3.76
4.6.3.5	Extra Depth (10 Feet)	0	\$795.68	\$816.40	\$826.20	\$0.00
4.6.3.6	Saturday - No Holiday Burials	4	\$490.83	\$503.60	\$509.65	\$24.20

• Above Rates Plus

Sunday/Holiday - Above Rates Plus

4.6.3.7 Cremated Remains (Cremains)

• At a Size No Larger Than Twelve Inches (12") in diameter

Cremated Remains (Cremains)

4.6.3.8

\$131.88

Fees and Services Charges - all applicable taxes included unless otherwise expressed

	#Units	2014	2015 2014+2.6%	Revenue Increase	
				2016 2015+1.2%	2016 2015+1.2%

4.6.3.9	At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size	2	\$408.04	\$418.66	\$423.68	\$10.05
4.6.3.10	Saturday Cremains At a Size No Larger Than Twelve Inches (12") in diameter Saturday Cremains At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size		\$408.04	\$418.66	\$423.68	
4.6.3.11	Cremains - Place into Monument Base		\$72.18	\$74.05	\$74.93	
4.6.3.12	Cremains at same time as casket interment * with no disinterment of cremains		\$40.91	\$41.99	\$42.50	
4.6.3.13	Non-residents					
4.6.3.14	Disinterment					
4.6.3.15	Funeral reaching cemetery outside of the hours of 9:00 a.m. and 3:00 p.m.		\$119.10	\$122.22	\$123.68	
4.6.3.16	Cremated Remains placed in monument with niche		\$54.49	\$55.93	\$56.60	

4.6.3

November 1st to April 30 Interment Rates

4.6.3.1	Adult	9	\$867.09	\$889.63	\$900.30	\$96.08
4.6.3.2	Adult with Vault	7	\$948.69	\$973.34	\$985.02	\$81.76
4.6.3.3	Child		\$408.04	\$418.66	\$423.68	
4.6.3.4	Child with Vault		\$489.65	\$502.38	\$508.41	
4.6.3.5	Extra Depth (10 Feet)	1	\$1,034.60	\$1,061.50	\$1,074.24	\$12.74
4.6.3.6	Saturday - No Holiday Burials * Above Rates Plus	2	\$490.83	\$503.60	\$509.65	\$12.10
4.6.3.7	Sunday/Holiday - Above Rates Plus Cremated Remains (Cremains)					
4.6.3.8	* At a Size No Larger Than Twelve Inches (12") in diameter Cremated Remains (Cremains)					
	* At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size					
4.6.3.9	Saturday Cremains At a Size No Larger Than Twelve Inches (12") in diameter					
4.6.3.10	Saturday Cremains At a Size of Thirteen Inches (13") to Twenty-Four Inches (24") in Diameter - Maximum Allowable Size					
4.6.3.11	Cremains - Place into Monument Base					
4.6.3.12	Cremains at same time as casket interment * with no disinterment of cremains					
4.6.3.13	Non-residents					

Spreadsheet No. 1 - Updated October 27, 2015 - Parks & Cemeteries 2016 Proposed Fees - January 1st, 2016

Fees and Services Charges - all applicable taxes included unless otherwise expressed

	#Units	2014	2015 2014+2.6%	Revenue Increase	
				2016 2015+1.2%	2016 2015+1.2%

4.6.3.14	Disinterment				
4.6.3.15	Funeral reaching cemetery outside of the hours of 9:00 a.m. and 3:00 p.m.	\$119.10	\$122.20	\$123.66	
4.6.3.16	Cremated Remains placed in monument with niche	\$54.49	\$55.91	\$56.58	
4.6.4	SPECIAL CARE - Plus applicable taxes				
4.6.4.1	Single	20	\$2,550.25	\$2,616.58	\$628.00
4.6.4.2	Double	3	\$5,100.50	\$5,233.14	\$188.39
4.6.4.3	Non-residents	2			
4.6.5	ANNUAL CARE - Plus applicable taxes				
4.6.5.1	Adult	10	\$204.02	\$209.33	\$25.20
4.6.5.2	Child	6	\$76.51	\$78.49	\$5.65
4.6.5.3	Non-residents				
4.6.5.4	ONTARIO LICENSING FEE - Plus applicable taxes				
4.6.7	UPRIGHT MEMORIALS - Plus applicable taxes				
4.6.6.1	Foundation size per square inch	21	\$0.27	\$0.28	\$0.27
4.6.6.2	Non-Residential fee above rate plus 40%				
4.6.8	FLAT MARKERS - Plus applicable taxes	27	\$0.25	\$0.26	\$0.27
4.6.7.1	Foundation size per square inch				
4.6.7.2	Non-Residential fee above rate plus 40%				
FOUNDATION ORDERS WILL ONLY BE ACCEPTED FROM 15TH JUNE TO 15 SEPTEMBER EACH YEAR.					
4.6.9	CARE AND MAINTENANCE FUND CONTRIBUTION - Plus applicable taxes				
4.6.9.1	Flat Markers measuring less than 173 sq. inches			\$0.00	
4.6.9.2	Flat Markers measuring at least 173 sq. inches			\$56.50	
4.6.9.3	Upright Monuments measuring 4 feet or less in height & length			\$113.00	
4.6.9.4	Upright Monuments measuring more than 4 feet in height or length including base			\$226.00	

4.7 PARKS

Non-residential labour, equipment, vehicles rate

Labour Cost not included in the following:

4.7.1.1 Mower, Riding

4.7.1.2 Portable Generator

14	\$15.04	\$15.43	\$15.61	\$2.59
	\$7.22	\$7.41	\$7.49	

8/8

TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "E"

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2016

FOR TWO CEMETERIES: FORT FRANCES CEMETERY- 401 King's Hwy.

RIVERVIEW CEMETERY - 1319 COLONIZATION ROAD WEST

Contact telephone number 274-9893 Monday to Friday from 8:00 am to 4:00 pm- 900 Wright Avenue

Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9893 - 900 Wright Avenue

A. PRICE LIST PER LOT

A.1 Adult Single Lot

lot Size: 5' x 10' or 50 Square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

And up to six (6) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

Lot	\$264.81
Care & Maintenance	\$250.00
Sub-Total	\$514.81
HST	\$66.93
TOTAL	\$581.74

A.2 Adult Double Lot

lot Size: 10' x 10' or 100 Square feet

Four (4) Full Burials Allowed - Two (2) MUST be at extra depth (10')

And up to Twelve (12) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

Lot	\$526.96
Care & Maintenance	\$250.00
Sub-Total	\$776.96
HST	\$101.01
TOTAL	\$877.97

A.3 Child (8 years old or under)

lot Size: 3' x 2' or 6 Square feet

One (1) Full Burial Allowed plus two (2) cremations (depending on urn size)

side by side at foot only or One (1) cremation centred at head and up to

two (2) cremations (depending on urn size) side by side at foot only

Markers to be installed in accordance with the cemetery by-law

Lot	\$105.94
Care & Maintenance	\$150.00
Sub-Total	\$255.94
HST	\$33.27
TOTAL	\$289.21

A.4 Cremation lot

lot Size: 2' x 2' or 4 square feet

Up to Two (2) cremations (depending on size of urn)

Flat Markers only allowed on Cremation lots & No Flower Beds allowed due to size

Lot	\$79.43
Care & Maintenance	\$150.00
Sub-Total	\$229.43
HST	\$29.83
TOTAL	\$259.26

A.5 Veteran lot

lot Size: 5' x 10' or 50 square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

or Two (2) cremations (depending on size of urn) MAXIMUM 2 INTERMENTS
VETERAN AND SPOUSE ONLY

No charge for Veteran - Interment of Spouse will be the responsibility of the family

B. UNIT PRICE PER INTERMENT

B.1 SUMMER - May 1 to October 31

B.1.1 Adult Interment	\$741.43
HST	\$96.39
TOTAL	\$837.81

B.1.2 Adult with Vault	\$826.20
HST	\$107.41
TOTAL	\$933.60

B.1.3 Child (8 years old or under)	\$291.28
HST	\$37.87
TOTAL	\$329.14

B.1.4 Child (8 years old or under) with Vault	\$317.74
HST	\$41.31
TOTAL	\$354.80

B.1.5 Extra Depth 10 ft.	\$826.20
HST	\$107.41
TOTAL	\$933.60

B.1.6 Saturday (above rates +)	\$509.65
HST	\$66.25
TOTAL	\$575.90

B.1.7 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering devices

B. UNIT PRICE PER INTERMENT

B.2 WINTER - November 1st - April 30th

B.2.1 Adult Interment	\$900.30
HST	\$117.04
TOTAL	\$1,005.27

B.2.2 Adult with Vault	\$985.02
HST	\$128.05
TOTAL	\$1,113.07

B.2.3 Child (8 years old or under)	\$423.68
HST	\$55.08
TOTAL	\$478.76

B.2.4 Child (8 years old or under) with Vault	\$508.41
HST	\$66.09
TOTAL	\$574.50

B.2.5 Extra Depth 10 ft.	\$1,074.24
HST	\$139.65

TOTAL	\$1,213.89
B.2.6 Saturday (above rates +)	\$509.65
HST	\$66.25
TOTAL	\$575.90

B.2.7 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering devices

B.3 UNIT PRICE PER INTERMENT FOR CREMATED REMAINS

May 1 to October 31- Only

B.3.1 Cremation < 12" in diameter to Max. 24

inches	\$264.81
HST	\$34.43
TOTAL	\$299.24

B.3.2. Saturday Cremains < 12" diameter
to Max. 24 " in diameter

	\$423.68
HST	\$55.08
TOTAL	\$478.76

B.3.3 Cremains Placed in Private
Marker/Monument Base

	\$74.93
HST	\$9.74
TOTAL	\$83.68

B.3.4 Cremains placed in the ground at
the same time as full burial interment

	\$42.50
HST	\$5.52
TOTAL	\$48.02

B.3.5 Cremains placed in
Monument Niche

	\$56.60
HST	\$7.36
TOTAL	\$63.96

B.3.6 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering equipment

C UNIT PRICE FOR A COLUMBARIUM NICHE

C.1 Top Two Rows	\$1,167.95	Purchase Price of Columbarium Niche includes
Care & Maintenance	\$175.19	Purchase of Double Niche
Sub-Total	\$1,343.14	Bronze Plaque and installation
HST	\$174.61	One Urn Placement or interment
TOTAL	\$1,499.76	

C.2 Middle Four Rows

Care & Maintenance	\$1,442.72	Interior shelf space of a niche is 13" wide
Sub-Total	\$1,659.13	\$216.41 x 10" deep x 8" high, therefore urns to be
HST	\$215.69	placed in the columbarium can be no bigger
TOTAL	\$1,874.82	than 6.5" wide x 10" deep x 8" high.

C.3 Bottom Two Rows

Care & Maintenance	\$961.85
Sub-Total	\$1,106.13
HST	\$143.80
TOTAL	\$1,249.93

C.4 2nd Urn Placement in Niche

	\$137.42
HST	\$17.85
TOTAL	\$155.28

D. UNIT PRICE FOR FLOWER CARE PER LOT

D.1 Special Care Single - Flowers	\$2,647.98	Single Special Care: The flower bed is
HST	\$344.23	centred to the monument 3 rows of 6 flowers
TOTAL	\$2,956.73	- 18 flowers
D.2 Special Care Double - Flowers	\$5,295.94	Double Special Care: is two (2) singles
HST	\$688.47	2 single beds are planted 3 rows x 6 = 18
TOTAL	\$5,984.41	flowers - 2 x 18 = 36 flowers
D.3 Annual Care - Adult -Flowers	\$211.85	Single Pillow: Exact same size as single but
HST	\$27.54	turned in such a way that the bed is wider
TOTAL	\$236.54	across the base 3 rows x 6 = 18 flowers
D.4 Annual Care - Child - Flowers	\$79.43	Double Pillow: Is positioned along the base
HST	\$10.33	the same as a single pillow but is larger in
TOTAL	\$89.76	in 4 rows x 6 = 24 flowers
		Annual Care paid for and planted each year
		Special Care is paid for once and is planted
		every year

E. UNIT PRICE FOR A FOUNDATION FOR A UPRIGHT MONUMENT (MARKER)

For the Supply, Installation and Inspection of Concrete Foundations for Upright Markers or Monuments	\$ 0.29 per square inch plus HST	Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the Marker or Monument. The Town will only accepted foundation orders from June 15th to September 15th of each year.
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F. UNIT PRICE FOR A FOUNDATION FOR A FLAT MARKER

For the Supply, Installation and Inspection of Concrete Foundations for Flat Markers	\$ 0.27 per square inch plus HST	Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the flat Marker . The Town will only accepted foundation orders from June 15th to September 15th of each year.
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G. CARE & MAINTENANCE FOR A FLAT MARKER OR UPRIGHT MONUMENT (MARKER)

G.1 Flat Markers that measure less than 1116.13 square centimetres or 173 sq. inches	\$0.00
G.2 Flat Markers that measure at Least 1,116.13 square centimetres or 173 sq. inches	\$50.00
G.3 Upright Monument that measure less than 1.22 meters or 4 feet in height and/or length including the base	\$100.00
G.4 Upright Monument measuring more than 1.22 meters or 4 feet in height and/or length including the base	\$200.00

H. MISCELLANEOUS CEMETERIES FEES

Note the only exception to applying the 40% increase for non-residents is care and maintenance fees for markers and lots, these rates are established under *the Funeral, Burial and Cremation Services Act, 2002* and regulations, as amended from time to time

H.1 For non-residents customers the above list rates plus 40% mark-up and all applicable taxes

H.2 Funeral Arriving before 9 am and after 3:00 pm

	\$123.68
HST	\$16.07
TOTAL	\$139.75

H.3 Issue of new Interment Rights Certificate as a result of revisions to intended occupant(s) or ownership change

	\$105.95 per change
HST	\$13.76
TOTAL	\$119.71

H.4 Rental of Artificial Grass for off-site interments

	\$10.61 per off-site interment
HST	\$1.38
TOTAL	\$11.99

H.5 Hourly labour per cemetery worker

	\$41.99
HST	\$5.46
TOTAL	\$46.88

General Notes:

- 1) Payment is due at the time of purchase - no financing
- 2) For any additional information or clarification, please feel free to contact the cemetery operator as per the contact information outlined at the top of each page of the current price list

Memo

To: Doug Brown, P. Eng.
Manager of Operation & Facilities

From: Doug Herr,
Supt. Environmental & Facilities

CC:

Date: Thursday April 16, 2015

Re: "Sewer System Management By-law (FINAL DRAFT)"

Find attached the final version of the Sewer System Management By-law (FINAL DRAFT). With the collaboration of the following departments/personnel; Chief Building Official, Treasurer, Clerk, Utility Billing Clerk, By-law Enforcement, Public Works Administrative Assistant and yourself this by-law was jointly created. Several meetings were held to discuss and obtain input with respect to their area of expertise, all of which have been incorporated.

This by-law has compiled previously associated sewer by-laws, has incorporated new/modified wording and the addition of specific sections to regulate and sustain the Town of Fort Frances' sewer system. In general listed below are some of the particulars that have been incorporated into this by-law:

1. Maintenance responsibility – service lateral – building sewer – charges – Part 2.19: When authorized by the property Owner the Town will perform maintenance work with respect to cleaning of the service lateral and/or building sewer only. The charge to perform maintenance services shall be determined as follows:
 - a) A minimum service charge as outlined in the current Town's User Fee By-law will be charged to the Owner for maintenance services, unplugging/cleaning of the service lateral.

All previous conditions and charges remain unchanged.

2. One service – per premises – Part 2.21: Except as stated herein, in no case shall piping of one building be connected to the piping of another. Pursuant to Ontario Building Code, Article 7.1.5.4, sentences (1), No premises shall be provided with more than one sewer service, except that where a principle use building is serviced, and ancillary/accessory building may be serviced by the same sewer service provided that:
 - a) both building are on the same property,
 - b) the services are registered on title to the lands with the local authority,
 - c) a formal agreement is reached with all interested parties and,
 - d) permission is granted by the Engineer.

3. Purchasing of property – Part 2.25: Purchaser is to search records of outstanding arrears and properties serviced for future development where payment of such service is outstanding.
4. Minimum monthly charge – providing and maintaining – service lateral – who payable by – Part 3.9: The minimum monthly charge for providing and maintaining a service lateral and private drain connection to a property is applicable for every customer serviced by the Town. In instances when the occupant of a premise terminates his account with the Town, subsequent minimum monthly charges shall be rendered to the owner of the premises until such time as a new occupant applies to the Town.
5. Prohibited discharges – roof water/ground water – sanitary sewer – Part 7.1: Identifies all aspects associated with prohibiting roof water and ground water (weeping tile) into the sanitary system. As well as the procedure to obtain access to inspect suspected violations.
6. Separation of mutual service lateral/building sewers – Part 10.3: Identifies the criteria for separating service laterals/building sewers servicing two or more properties.
7. Warranty – Part 10.5: Town to warranty work, whether new installation, replacement or repairs on the service lateral for a period of twenty (20) years.

In regards to Items 1 and 4 a minimum fee would be charged to the Owner. Under Item 1, where the Town performs work cleaning the service lateral either during or after hours, whether there is a blockage or not the Owner will be charged a minimum charge for this service. Attached is a spreadsheet outlining the number of plugged sewers the Town attended to over the past three (3) years. Of these approximately 44.6% of the blockages were within the service lateral (Town road-right-of-way). This equates to approximately 75 blockages per year.

Also shown are three scenarios identifying different minimum charge rates; per regular hours (\$25.00, \$41.47 and \$50.00), after hours and on statutory holidays and what revenue would be generated. Presently the charge to unplug/clean a building service is \$107.80 per regular hour. The scenarios are for your review and consideration.

Under Item 4, where an Owner/Occupant terminates his account with the Town the service lateral remains in place. In some cases service laterals have remained in place for years, even decades. Any work involved in repairing the service would be at the cost of the Town. A monthly charge would help offset some of the costs. It is uncertain how many of these types of conditions exist, but by checking through our records we could determine where and how many there are.

I have checked with other communities that implement this fee and the cost varies from \$14.00 to \$19.00 per month. This fee would include both services, sanitary sewer and water. Since this is new I would suggest a \$15.00 charge.

The above items, once approved should be advertised over a period of time, say six (6) months prior to implementation. This will let customers of the Town of Fort Frances become aware of these changes, give them time to ask questions and will ultimately lessen the number of complaints.

If you have any questions regarding the above feel free to contact the undersigned.

Doug Herr

Sanitary Sewer Service Unplugging Data 2012 to 2014

	Year				
	2012		2013		2014
Number of Plugged Sewer Services	161		157		184
Number of Plugged Sewer Services - Billable	82	51%	94	60%	102
Number of Plugged Sewer Services - Non-Billable	79	49%	63	40%	82
					45%

3-Year Average (Non-billable): 74.7

	Regular Hrs.		O.T. Hrs.		Holidays	
	(x1.0)	Yearly Total	(x1.5)	Yearly Total	(x2.0)	Yearly Total
Senerio No. 1 - Minimum Charge (\$25.00)	\$25.00	\$1,866.67	\$37.50	\$2,800.00	\$50.00	\$3,733.33
Senerio No. 2 - Minimum Charge (1 - employee (\$41.47))	\$41.47	\$3,096.43	\$62.21	\$4,644.64	\$82.94	\$6,192.85
Senerio No. 3 - Minimum Charge (\$50.00)	\$50.00	\$3,733.33	\$75.00	\$5,600.00	\$100.00	\$7,466.67

	2012		2013		2014	
	Total	Private	Total	Private	Total	Private
J	9	4	17	10	14	10
F	8	2	15	9	14	7
M	14	7	14	9	25	9
A	8	4	21	19	14	6
M	16	11	14	6	20	9
J	8	7	6	4	13	9
J	16	6	16	7	20	13
A	18	9	8	3	8	7
S	12	8	9	4	14	12
O	15	7	7	2	12	4
N	15	8	17	12	15	8
D	22	9	13	9	15	8
Total	161	82	157	94	184	102
Avg.	13.4	6.8	13.1	7.8	15.3	8.5