

November 19, 2020

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

**RE: 2021 Library User Fees Schedule**

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Attached is the Library User fee schedule proposed for 2021. The presented fee changes have been approved by the Fort Frances Library and Technology Centre Board at the November 18, 2020 regular board meeting.

**Recommendation**

The Recreation and Culture Manager recommends to Mayor & Council to endorse in principle the attached 2021 user fee schedule as presented.

Respectfully Submitted,

*Aaron Bisson*

Aaron Bisson  
Manager of Recreation and Culture

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| <p><b>Council approval of this report will agree to the recommendation of the Recreation and Culture Manager to endorse the attached 2021 user fee schedule as presented.</b></p> |
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**TOWN OF FORT FRANCES**  
**2021 SCHEDULE OF FEES BY-LAW \_\_/20**  
**SCHEDULE "G"**

All Rates are effective January 1, 2021, unless otherwise noted.  
HST is noted per line or per section as applicable.

|        |                               |                                      | Proposed |       |
|--------|-------------------------------|--------------------------------------|----------|-------|
| 6.14   | Fort Frances Public Library   |                                      | 2020     | 2021  |
| 6.14.1 | Sundry Revenue                |                                      |          | -     |
|        | 6.14.1.1                      | 2.25 Pin                             | 1.25     | 1.25  |
|        | 6.14.1.2                      | 2.25 Magnet                          | 2.75     | 2.75  |
|        | 6.14.1.3                      | 1.25 Pin                             | 1.00     | 1.00  |
|        | 6.14.1.4                      | 1.25 Magnet                          | 1.75     | 1.75  |
|        | 6.14.1.5                      | 1.25 Zipper Pull                     | 1.75     | 1.75  |
|        | 6.14.1.6                      | 1.25 Hair Tie                        | 1.75     | 1.75  |
|        | 6.14.1.7                      | 3D Printing/hour                     | 2.00     | 2.00  |
|        | 6.14.1.8                      | Vinyl Cutting                        | 3.00     | 3.00  |
| 6.14.2 | Lost Books                    | N/A                                  |          | -     |
| 6.14.3 | Used Book Sales (Plus 5% GST) |                                      |          | -     |
|        | 6.14.3.1                      | Hardcover                            | 2.00     | 1.90  |
|        | 6.14.3.2                      | Trade paperback                      | 1.50     | 1.43  |
|        | 6.14.3.3                      | Paperback                            | 1.00     | 0.95  |
|        | 6.14.3.4                      | Magazine                             | 0.25     | 0.24  |
|        | 6.14.3.5                      | DVD/CD/Video Game                    | 2.00     | 1.90  |
|        | 6.14.3.6                      | Audiobook                            | 1.50     | 1.43  |
| 6.14.4 | Photocopier (Plus HST)        |                                      |          | -     |
|        | 6.14.4.1                      | 0-10 Pages                           | 0.25     | 0.22  |
|        | 6.14.4.2                      | 11-20 Pages                          | 0.20     | 0.18  |
|        | 6.14.4.3                      | 21-49 Pages                          | 0.15     | 0.18  |
|        | 6.14.4.4                      | 50+ Pages                            | 0.10     | 0.18  |
|        | 6.14.4.5                      | Colour - Letter                      | 0.75     | 0.89  |
|        | 6.14.4.6                      | Colour - Legal                       | 1.00     | 1.03  |
|        | 6.14.4.7                      | Colour - Ledger                      | 1.50     | 1.33  |
|        | 6.14.4.8                      | Fax - Domestic First Page            | 4.00     | 4.42  |
|        | 6.14.4.9                      | Fax - Domestic Additional Page       | 1.00     | 0.89  |
|        | 6.14.4.10                     | Fax - Overseas First Page            | 6.00     | 6.19  |
|        | 6.14.4.11                     | Fax - Domestic Additional Page       | 1.00     | 0.89  |
|        | 6.14.4.12                     | Receiving Fax - First Page           | 1.00     | 0.89  |
|        | 6.14.4.13                     | Receiving Fax - Additional Page      | 0.25     | 0.22  |
|        | 6.14.4.14                     | Laminating - 8.5x11                  | 2.00     | 1.99  |
|        | 6.14.4.15                     | Laminating - Index Card Size         | 1.00     | 1.33  |
|        | 6.14.4.16                     | Large Brown Envelope                 | 0.50     | 0.44  |
|        | 6.14.4.17                     | File Folder                          | 0.50     | 0.44  |
|        | 6.14.4.18                     | Page Protector                       | 0.50     | 0.44  |
| 6.14.5 | Room Rental (Plus HST)        |                                      |          | -     |
|        | 6.14.5.1                      | Rental fee/hour                      | 20.00    | 26.55 |
|        | 6.14.5.2                      | After hours/hour                     | 30.00    | 30.97 |
|        | 6.14.5.3                      | Teleconferencing                     | 35.00    | 35.40 |
|        | 6.14.5.4                      | Videoconferencing                    | 85.00    | 75.22 |
|        | 6.14.5.5                      | Cancellation fee (within 24 hours)   | 50%      | 50%   |
| 6.14.6 | Sundry Revenue                |                                      |          | -     |
|        | 6.14.6.1                      | Programming - Children's             | N/A      | -     |
|        | 6.14.6.2                      | Programming - Adult                  | N/A      | -     |
|        | 6.14.6.3                      | Santa Suit Rental                    | 25.00    | 26.00 |
|        | 6.14.6.4                      | Proctoring                           | 25.00    | 35.00 |
| 6.14.7 | Non-Resident Fees             |                                      |          | -     |
|        | 6.14.7.1                      | Family (12 Months)                   | 85.00    | 85.00 |
|        | 6.14.7.2                      | 6 Months                             | 50.00    | 50.00 |
|        | 6.14.7.3                      | 1 Month                              | 10.00    | 15.00 |
|        | 6.14.7.4                      | Individual (12 months)               | 60.00    | 60.00 |
|        | 6.14.7.5                      | Seniors Individual - 12 months (55+) | 50.00    | 50.00 |
| 6.14.8 | Late Fines                    |                                      |          | -     |
|        | 6.14.8.1                      | Generic/day                          | 0.25     | 0.25  |
|        | 6.14.8.2                      | Video/day                            | 1.00     | 1.00  |
|        | 6.14.8.3                      | Video Game/day                       | 3.50     | 3.50  |
|        | 6.14.8.4                      | Interlibrary Loan/day                | 0.50     | 1.00  |
|        | 6.14.8.5                      | Replacement Library Card             | 2.00     | 2.00  |
|        | 6.14.8.6                      | Damaged DVD Case                     | 5.00     | 5.00  |
| 6.14.9 | Donations                     |                                      |          | -     |
|        | 6.14.9.1                      | Children's Birthday Book             | 20.00    | 20.00 |
|        | 6.14.9.2                      | Adult/YA Birthday Book               | 30.00    | 30.00 |
|        | 6.14.9.3                      | Large Print Birthday Book            | 40.00    | 40.00 |