

FEE BY-LAW, SCHEDULE J

Department of Parks, Recreation and Culture (2025)

Definitions:

The following definitions pertain to the booking and program structure to guide staff in determining the rental/program rate to be applied. Staff will have a full comprehensive chart with all individual fees broken down by the following defined groups. Definitions do not indicate permissions for all rentals as some requirements may be outlined in additional By-Laws and agreements (examples: Parks By-Law, Waiving or Reduction of fees policy).

Private Rental/Base Rate – applies to individuals/ groups that reside in the Municipality of Port Hope and are renting the space for private non-revenue generating use.

Commercial – (applicable rate plus 25%) – applies to any for profit business for revenue generating use.

Adult – (less 15% of Base) – applies to organizations or individuals that are non-revenue generating or non-profit in nature. These organizations will provide services primarily to adults or be considered a community service organization.

Youth/Senior – (less 35% of Base) – applies to organizations or individuals that are non-revenue generating or non-profit in nature. These organizations will provide services for children, youth and seniors.

Non-local sport groups – (applicable rate plus 25%) – applies to any non-resident sport group/organization for revenue generating use

Admission Age Breakdown:

Infant 0-1

Child 2-13yrs

Youth 14-17yrs

Adult 18-54yrs

Senior 55yrs+.

General Booking Notes:

- Bookings will be charged on a one hour or half hour increment.
- Multi-day events will be charged a maximum of 12 hours per day (2 or more days booked).
- For licensed events, an additional fee of \$10 will be charged per hour, on top of the room rental rate, during the licensed times.
- Additional Set-up or Take Down costs and/or extra clean-up will be charged at a rate of \$25/hr./staff at the discretion of the Department of Parks, Recreation and Culture.
- Applicable admin, cancellation and NSF fees will be charged based on changes and cancellations.
- All facility reservations will be billed a non-refundable 25% at time of booking.
- Support workers attending with a patron who requires assistance will not be charged an admission fee as per the AODA customer service policy.
- Multi-visit passes expire 365 days from purchase.
- 3% increase on all fees annually unless otherwise indicated.

SECTION A**JACK BURGER SPORTS COMPLEX*****Room Rentals*** (per hour)

Area	Base Rate 2025
Community Room	33.96
Mezzanine (flat rate all groups)	21.01
Upper Viewing (flat rate all groups)	21.01
Lobby (per day)	33.54

Arena Rentals (per hour, unless otherwise indicated)

Notes:

- Birthday party rental package based on 1 hour pool or ice youth rate and 2-hour youth community room rate, free set up and clean up.

Rental Group	Base Rate 2025
Ice - Mon-Fri before 4pm (all groups)	107.11
Ice - Mon-Fri after 4pm and weekends	208.51
Ice - Birthday party (includes tax)	146.88
Ice - Sponsored Skate	152.45
Floor - Sport	67.26
Floor - Event	90.79
Floor - Event half day (up to 6hrs)	490.30
Floor - Event full day (6-12hrs)	871.63
Parking Lot Per day	177.74

Arena Drop In Programs

Program	Base Rate 2025
Public Skating	4.48
Stick and Puck	5.80
Floor programming	1.94
Skate sharpening (per pair)	6.54

Pool Rentals (per hour)

Notes:

- Birthday party rental package based on 1 hour pool youth rate and 2-hour youth community room rate, free set up and clean up.
- Lifeguard costs will be allocated based on Ontario Health Regulations and at the discretion

of the Department of Parks, Recreation and Culture.

Pool Group	Base Rate 2025
Swim Teams -Per Lane (includes guard)	19.18
Swim Teams - Full pool	105.68
Swim Teams - Swim meet set up	54.53
Swim Teams - Swim meet clean up	109.04
Rentals - Base	124.32
Rentals - Birthday party (exempt)	181.42
Rentals - Sponsored Swims (includes guards)	165.48
Rentals - Water walkway	28.22
Lifeguards - Per guard	28.22

Pool Drop In Programs

Program	Base Rate 2025
Recreational Swimming	6.51
Promo Swim (all ages)	1.88
Drop in Aquafit/easy	11.06
Drop in Specialty (Zumba/synchro etc.)	15.34

Pool Registered Programs

Notes:

- Water fitness programs receive discounts for multiple day registration in a session with 15% off base for second class, 25% off base for third class, 35% off base for fourth class, 40% off base for 5th class.
- Registered programs based on 1 hour, pro-rated or increased based on length of class i.e. 30-minute, 45-minute, 90-minute etc.
- Lessons – Children are tax exempt
- Leadership – Applicable tax for all

Program	Base Rate 2025
Aquafitness	9.62
Specialty Fitness/programs	12.02
Children's Lessons – 60 mins	11.30
Children's Lessons – 45 mins	10.08
Children's Lessons – 30 mins	9.34
Lessons - Private (per person 30 minute)	29.41
Lessons - Semiprivate (per person per 30 minute)	20.35
Bronze Medallion (includes book)	248.34

Bronze Cross	193.03
National Lifeguard Course	347.73
Swim Instructor	241.02
Lifesaving Instructor	241.02
Recertifications courses	68.86

SECTION B**TOWN PARK RECREATION CENTRE*****Room Rentals*** (per hour unless indicated)

Notes:

- Birthday party based on 1 hour staffed and 2 hours room, supplies and note maximum numbers, plus tax.

Area	Base Rate 2025
Gymnasium	59.99
Multipurpose Room 1	12.63
Multipurpose Room 2	33.96
Multipurpose Room 3	47.74
Multipurpose Room 4	33.96
Multipurpose Room 5	24.50
Kitchen/ servery (per day non licensed event)	33.76
Kitchen/ servery (per day licensed event)	65.56
Fall Fair Centre	44.38
Sponsored Drop In (per day)	53.04
*Birthday party package gym (20)	130.31
*Birthday party package basic craft (10)	152.16
*Birthday party package specialty (10)	184.95
55 plus Membership (annual)	\$20.00

*plus tax

Drop-In Programs (Flat rate exempt from annual fee increase, reviewed annually)

Notes:

- Based on per hour and will be adjusted by length of program time.

Gym tiers are determined based on setup requirements **and specialty equipment.**

Program	Base Rate 2025
Gym Tier 1 (i.e., badminton, basketball)	3.50
Gym Tier 2 (i.e., pickleball)	4.66
Gym Tier 3 (i.e., Tennis)	4.66

Fun for Life (all ages)	2.00
Fitness	9.15

Registered Programs

Notes: Based on per hour and will be adjusted by length of program time. Children tax exempt and some programs indicated as flat rate. Workshops for children/youth and youth special events flat rate including tax. Workshops for adults are per hour plus tax and can include but not limited to paint nights (supplies may be additional cost at the discretion of the Department of Parks, Recreation and Culture).

Program	Base Rate 2025
One hour general	10.61
One hour specialty	12.22
Supplies (per program/person)	10.93
Supplies (per program/person)	5.46
Adult Workshops (per hour plus tax)	5.46
Youth Workshops (flat rate)	6.56
Youth special events (dances, PA Day craze etc.) (flat rate)	5.00
Leadership (plus tax) - LIT program	281.38
Leadership (plus tax) - CIT Program	163.20
Daycamp - Daily	42.77
Daycamp - Weekly	171.07
Daycamp - Specialty (one week)	188.19
Daycamp - Extended hours morning (per child/wk.)	16.39
Daycamp - Extended hours afternoon (per child/wk.)	16.39
Fitness - One hour	9.15
Fitness - RCAC member	4.57

SECTION C**CANTON COMMUNITY HUB****Room Rentals** (per hour unless indicated)

Area	Base Rate 2025
Upper hall (previous Council Chamber)	33.96

SECTION D**PARKS*****Rentals*** per hour unless indicated

Notes:

- 2% increase for storage yearly.
- 5% increase for tournaments yearly.
- Picnic Table Rental Fee includes delivery and does not apply to not-for-profit organizations/events on municipal property
- All events taking place in parks within the Heritage Business District area will not be subject to a park booking fee (all applicable equipment rental and park support fees still apply).

Area	Base Rate 2025
Seasonal User fee (adults/team/year)	174.45
Seasonal User fee (youth/player/year)	11.70
Ball Lining (adults only/field/lining)	20.54
Soccer Lining (adults only/field/lining)	27.32
*Lights (up to 2hrs/field/night)	26.06
*Lights (over 2hrs/field/night)	52.11
Grooming/Basic usage (adults only/field/day)	11.70
Sport field/park/ ~~picnic rental~~ per hour	20.54
Tournament (per field/day includes 1 lining)	184.70
Parking Lot fee/lot/day	184.70
Picnic table rental (per table up to 3 days)	14.75
Delivery/Retrieval (flat fee)	29.26
Camping (per trailer/day)	20.00
Storage (FFC vehicle storage per foot per season)	21.59
Filming/day	579.48
Filming hold park/day	170.98

SECTION E**ADVERTISING*****Rentals*** (3% increase per year)

Notes: Separate agreements with Future Signs for arena board advertising and Fox Advertising for washroom doors. Signs are provided at the cost of the advertiser and installed at no cost by facility staff. We reserve the right to request a sign be replaced due to damage/condition.

Area	Base Rate 2025
Arena Wall	285.04
Ice Machine one side	443.39
Ice machine both sides	791.74
Press booth	506.71
Parks fence (outfields, dog park)	285.04
Stair Risers (arena – one set)	983.45
New Booklet (for future prices to be determined)	TBD
Business Card size	TBD
Quarter page	TBD
Half page	TBD
Full page	TBD
Inside front cover	TBD
Outside back cover	TBD