

APPENDIX A

Department:	Recreation and Culture
Key Business:	Registration and Booking
Service Area:	Various

Service Provided	Unit of Measure	HST Y/N	2020 Base Fee	2021 Base Fee	2022 Proposed Base Fee	HST \$	2022 Fee (tax included)	Effective Date MMM-YY	Last Increase	2022 over 2021 \$ Change	2022 over 2021 % Change
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Service Area: Administrative Fees

Museum - School Non Resident Fee	each	Y	\$27.50	\$27.50	\$27.50	\$3.58	\$31.08	Feb-19	2018	\$0.00	0.0%
Program Registration, Membership and Facility Rental Non-Resident Fee	each	Y	\$10.00	\$10.00	\$10.00	\$1.30	\$11.30	Feb-19	2018	\$0.00	0.0%
Refund Request and duplicate receipt printing	each	Y	\$10.00	\$10.00	\$10.00	\$1.30	\$11.30	Feb-19	2018	\$0.00	0.0%

Extra fees added to facility rental permits, as prescribed by applicable tariffs or as requested by the customer. Rentals are subject to proof of user insurance. Fees may be applied to the facility rental contract, with amounts set by the user insurance provider.

APPENDIX A

New Fee request

New application of CORE general member fee reduction for this site only

Application of existing rates and terms to include the Coach House

Service Provided	Unit of Measure	HST Y/N	2020 Base Fee	2021 Base Fee	2022 Proposed Base Fee	HST \$	2022 Fee (tax included)	Effective Date MMM-YY	Last Increase / Change	2022 over 2021 \$ Change	2022 over 2021 % Change
NEW - Oakville Museum Coach House											
Coach House Multi-purpose room	per hour	Y	na	na	\$110.00	\$14.30	\$124.30	May-22			
Coach House Multi purpose room includes seasonal use of the outdoor terrace											
Minimum rental duration 3 hours. All social, and evening (after 5 pm), weekends and holidays require town staff at the applicable hourly rate.											
Coach House Multi purpose room includes basic set up included within rental fee and includes capacity: Meeting board room style 12ppl, Lecture style 35ppl, Social seated 24ppl and standing cocktail 28ppl.											
Coach House Multi Purpose Room - CORE General Membership criteria will receive a 50% rental rate discount.											

Existing conditions applied to all facility rentals including Coach House rentals

Social activities are charged a 25% hourly premium on rate listed

Commercial activities are charged a 20% hourly premium on rate listed. Commercial Social activities would be charged an additional 25%.

Non-residents are charged a \$10 per hour non-resident fee outlined under the administration section.

Existing Rates and Fees - Applied for Coach House programming and rentals

Staff Charge-back Rates - House Manager	per hour	Y	\$44.29	\$45.00	\$46.00	\$5.98	\$51.98	Sep-22	2021		
<i>All social, and evening (after 5 pm), weekends and holidays require town staff at the applicable hourly rate.</i>											
*Extra - Room Foyer	per hour	Y	\$25.00	\$25.43	\$25.93	\$3.37	\$29.30	Sep-22	2021	\$0.51	2.0%
<i>The Extra - Room Foyer rate will be used when the cottage area of the house is included in any rental. Due to exhibits and other uses, the cottage will be programmed regularly and not available for frequent rentals</i>											
AV Equipment set-up	per event	Y	\$24.10	\$24.51	\$25.00	\$3.25	\$28.25	Jan-22	2021	\$0.49	2.0%

