

STAFF REPORT

Department: Administration

Date: November 27, 2024

Item: Fees and Charges Bylaw

Recommendation: Be It Resolved That: Bylaw No. 3220/24 be adopted, Being a Bylaw to Provide for Fees and Charges, to Consolidate Certain Bylaws related to Fees and Charges, and to repeal Bylaw 2560/13, and that this Bylaw come into effect on January 1st, 2025.

Background: The current bylaw provides an annual increase of the CPI each year be applied to the fees with the current CPI for 2025 being 2.9%. This year, staff is recommending minor changes to the bylaw with respect to aligning the fee structure to become more in line with surrounding municipalities, recover costs associated to carrying out tasks and to meet current market values.

The Province of Ontario continues to emphasize cost recovery for non-core municipal services through user fees. This approach aligns with the principle that service users should bear the associated costs. These changes ensure financial sustainability while minimizing reliance on the broader tax base.

Analysis: There are two areas where staff have recommended a change in addition to the CPI increase.

1. Recreation: 10% increase instead of the 2.9% CPI
 - a. Ice Rentals
 - b. Facility Rentals
 - c. Swimming Lessons
 - d. Field Rentals
2. Cemetery:
 - a. Resident plot fees for both full burial and cremation
 - b. Administration fee
 - c. Interment Fees for both resident and non-resident – would increase 5% instead of the 2.9% CPI
 - d. Addition of Transfer of Interment Rights



3. Administration:

- a. Driveway permit fees will increase to \$50.00
- b. Addition of online payment fees for credit card and debit cards used
- c. Addition of Fire Services inspection for re-inspection of non-compliance
- d. Addition include Care Van fees in the bylaw

Existing Policy: Bylaw No. 2560/13

Strategic Goal: Excellence in Government

Financial Commitment: This report identifies no direct financial commitments resulting from the proposed user fee adjustments. However, the anticipated increase in user fees is expected to generate additional revenues, contributing to a more sustainable funding model for the services provided.

Budgeted: **Yes** ☐ **No** ☐

Implementation: Upon Council Recommendation – Effective January 1, 2025

Prepared By: Krystal Bouwmeester, Accounting Clerk – Revenue & Taxation

Department Manager: Julie Bouthillette, Treasurer

CAO/Clerk: Joseph Burke

Approval of Recommendation: **Yes** ☒ **No** ☐

Comments: