

Staff Report

Report To: City Council
Report From: Kristen Van Alphen, Manager of Legislative Services
Meeting Date: May 29, 223
Report Code: CR-23-057
Subject: 2023 Fees and Charges Review

Recommendations:

THAT in consideration of Staff Report CR-23-057 respecting the 2023 Fees and Charges Review, City Council directs staff to:

1. Provide notice of the City's intention to repeal Fees and Charges By-law No. 2022-066 and replace with a revised by-law as outlined in the report; and
2. Bring forward the 2023 Fees and Charges By-law for Council's consideration.

Highlights:

- Fees and charges are reviewed by staff and Council annually in the spring with changes effective July 1.
- Each department has submitted recommended changes to the current schedule of fees and charges.

Strategic Plan Alignment:

This report supports the delivery of Core Service.

Climate and Environmental Implications:

There are no anticipated climate or environmental impacts.

Previous Report/Authority:

N/A.

Background:

All fees charged by the City are authorized by by-law. The Fees and Charges By-law contains all current fees in a single place, accessible to Council, staff and the public. Staff and Council review fees annually and when reviewing a particular service.

Analysis:

This report has been prepared to outline the recommended changes to fee amounts that, if approved, will be effective July 1, 2023. Each division has submitted recommended changes to the current schedules of fees and charges.

In addition, the 2022 Fees and Charges By-law with material changes for 2023 highlighted in red has been included for ease of reference.

Upon direction from Council respecting fee changes, a revised by-law will be drafted and brought forward for Council's consideration.

Financial Implications:

User fees and charges (not including water and wastewater rates) are anticipated to generate \$4,089,000 in revenue in the 2023 operating budget.

Communication Strategy:

This report has been provided to communicate recommended fees to Council and the public. Notice will be provided on the City's website that the by-law to adopt the fees will be considered by Council on June 26.

After adoption, the by-law will be available on the City's website. Additionally, any changes in fees will be communicated as required by the affected division and in the best method for the type of fee, which may include: public notice, posting of rates, communication at point of sale or other methods.

Consultation:

Directors, Managers and Supervisors

Attachments:

1. A Clerks – Summary of Recommended Fee Changes
2. B Animal Control – Summary or Recommended Fee Changes (no changes)
3. C Parking and By-law Enforcement – Summary of Recommended Fee Changes
4. D Tax and Water – Summary of Recommended Fee Changes
5. E Parks and Recreation and H Cemetery – Fee Memo
6. F Planning – Fee Memo
7. F Planning – Fee Chart
8. G Building – Fee Memo and Fee Chart
9. I Fire and Emergency Services (no changes)
10. J Engineering – Summary of Recommended Fee Changes
11. K Public Works – Summary of Recommended Fee Changes
12. L Waste Management – Summary of Recommended Fee Changes
13. M Transit - Summary of Recommended Fee Changes (no changes)
14. 2022 Fees and Charges By-law – Redlined with 2023 recommended changes

Recommended by:

Kristen Van Alphen, Manager of Legislative Services

Briana Bloomfield, City Clerk

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Kristen Van Alphen, Manager of Legislative Services at kvanalphen@owensound.ca or 519-376-4440 ext. 1228.