

Request for Decision



To: Regular Meeting
From: **Chief Financial Officer**
Date: January 15, 2018
Subject: A Bylaw to Amend the Fees and Charges Bylaw No. 1958
Recommendation: **RESOLVED THAT Council gives first three readings to the “Fees and Charges Amendment Bylaw No. 1958-A3, 2018” and directs staff to present the bylaw for final reading at the January 29th, 2018 Regular Meeting.**

Background

In order to reduce the number of bylaws requiring amendment on an annual basis, staff has undertaken a process of removing the fees and charges schedules from certain bylaws and consolidating them within a single bylaw, the Fees and Charges Bylaw.

The two new schedules which we are proposing to add to the **Fees and Charges Bylaw** in this amendment are:

- **Schedule J – Water Service Charges**
- **Schedule K – Sewer Service Charges**

The associated water and sewer regulations bylaws require amendment at the same time to support these changes and are thus also presented at this meeting.

In addition, the water and sewer rates, which have not been adjusted since mid-2016, require revision to meet budgeted revenue targets and to provide equitable treatment of similar property users.

Three options for metered non-residential water service charges were presented at the Committee of the Whole Meeting on December 11, 2017 for consideration. The option selected was that which had a fixed charge based on service size and consumption charge of \$0.25 per cubic meter. Single family residential water rates will remain on a flat charge basis during the one year mock billing process.

The sewer rates proposed in Schedule K have been adjusted to meet a 3% increase in revenue over the 2017 budget, and reflect a slight increase in the charge per cubic meter.

Some minor fee adjustments have also been included in the General Office and Administration Fees and Charges Schedule A.

The proposed Fees & Charges Amendment Bylaw No. 1958-A3, along with the new and revised schedules, is presented here for first three readings.

Benefits or Impacts

General

When annual fees are updated, only one bylaw instead of several will require amendment.

Strategic Impact



Fiscal Responsibility

- Revision of fees and charges is necessary to ensure that the City generates sufficient revenues to meet capital and operating financial requirements.

Policy/Legislation

Asset Management Financial Policy 808

Attachments

Proposed Fees and Charges Amendment Bylaw 1958-3, 2018, including revised/new:

Schedule A - General Office and Administration Fees and Charges

Schedule J - Water Service Charges: Options 1, 2 and 3

Schedule K - Sewer Service Charges

Schedule A extract from Fees and Charges Amendment Bylaw, 2015 (existing rates)

Recommendation

RESOLVED THAT Council gives first three readings to the “Fees and Charges Amendment Bylaw No. 1958-A3, 2018” and directs staff to present the bylaw for final reading at the January 29th, 2018 Regular Meeting.

Options

1. RESOLVED THAT Council accepts the recommendation.
2. RESOLVED THAT Council does not accept the recommendation.
3. RESOLVED THAT Council refers the matter back to staff for further information.

Report Approval Details

Document Title:	RFD - By1958-A3 FeesCharges 3 readings.docx
Attachments:	- By1958-A3 Fees and Charges Amendment 2018.docx - Bylaw No. 1958-A1 - Schedule A.pdf
Final Approval Date:	Jan 4, 2018

This report and all of its attachments were approved and signed as outlined below:

Diane Heinrich - Jan 4, 2018 - 10:38 AM