

# Request for Decision



To: Regular Meeting  
From: **Chief Financial Officer**  
Date: January 29, 2018  
Subject: A Bylaw to Amend the Fees and Charges Bylaw No. 1958  
Recommendation: **RESOLVED THAT Council gives final reading to the "Fees and Charges Amendment Bylaw No. 1958-A3, 2018".**

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## 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 are added 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 Fees & Charges Amendment Bylaw No. 1958-A3 was given three readings at the January 15, 2018 Regular Meeting of Council and is presented here for final reading.

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## Benefits or Impacts

### General

### 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-A3, 2018

Schedule A extract from Fees and Charges Amendment Bylaw, 2015

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## Recommendation

**RESOLVED THAT Council gives final reading to the “Fees and Charges Amendment Bylaw No. 1958-A3, 2018”.**

## 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 Fees Charges Final Reading.docx
Attachments:	- By1958-A3 Fees and Charges Amendment 2018.docx - Bylaw No. 1958-A1 - Schedule A.pdf
Final Approval Date:	Jan 16, 2018

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

**Diane Heinrich - Jan 16, 2018 - 4:44 PM**