



## **Staff Report FIN2020-016**

**Title of Report:** **FIN2020-016 Fees and Charges**

**Department:** **Finance**

**Council Date:** August 5, 2020

**Recommendation:**

**Be it resolved that** Council received Staff Report FIN2020-016 Fees and Charges as information; and

**That** Council consider By-law 2020-074, being a by-law to establish fees and charges for certain services provided by the Township of Southgate for approval.

**Background:**

By-law 2019-186, being a by-law to establish fees and charges for certain services provided by the Township of Southgate was approved on December 18, 2019.

On June 17, 2020, Council approved By-law 2020-056 which amended Schedule B of By-law 2019-186.

**Staff Comments:**

Staff recommends approval of By-law 2020-074, being a by-law to establish fees and charges for certain services provided by the Township of Southgate to amend By-law 2019-186, effective September 1, 2020.

The following is a summary of the proposed changes to fees and charges:

Schedule A - Administration

Fees increased 2%, Tax Registration Fee increased to \$300 (an increase of \$50 or 20%). Implementation of a \$30 administration fee for processing a change of property ownership.

Schedule B - Fire

Fees increased 2%.

Schedule C - Building

No change. Building Department fees are scheduled to be updated annually on January 1.

Schedule D - Canine Control

Increases as per the recommendation of the Canine Control Committee. Cost of an annual dog licence increased to \$25, an increase of \$5 or 20%, to reflect increased postage costs.

Schedule E - Roads

Fees increased 2%.

Schedule F - Parking

No changes.

Schedule G- Solid Waste

Fees increased 2%.

Schedule H - Cemetery

Recommended increases were determined after reviewing the fees of cemeteries in the local geographic area and consideration of our own operational costs.

Schedule I - Recreation

Fees increased 2%. Ice rates normally are increased annually by 5% (as per Staff Report REC2017-11 which was received June 21, 2017). However, staff is recommending the increase be limited to 2% due to the local Minor Hockey amalgamation.

Schedule J - Library

No changes.

Schedule K - Planning

Fees increased 2%

Schedule L – Risk Management

Fees increased 2%

Schedule M - Wastewater

Fees increased 2%

Schedule N- Water

Fees increased 2%

Schedule O- Property Standards

Fees increased 2%.

**Financial Implications:**

The increase in fees as of September 1, 2020 will have a minimal impact to 2020. The 2021 Budget will reflect revenues based on the approved fees and charges by-law.

**Communications & Community Action Plan Impact:**

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

**Concluding Comments:**

By-law 2020-074, being a by-law to establish fees and charges for certain services provided by the Township of Southgate be considered for approval.

Respectfully Submitted,

**Treasurer Approval:** *Original Signed By*  
William Gott, CPA, CA Treasurer

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachment:**

1. Proposed vs Current Fees and Charges Comparison