



Staff Report FIN2022-040

Title of Report: FIN2022-040 Fees and Charges

Department: Finance

Council Date: December 21, 2022

Recommendation:

Be it resolved that Council received Staff Report FIN2022-021 Fees and Charges as information; and

That Council consider By-law 2022-180, being a by-law to establish fees and charges for certain services provided by the Township of Southgate for approval.

Background:

On August 3, 2022, Council received Staff Report SR-FIN2022-021 and passed By-law 2022-103 being a by-law to establish fees and charges for certain services provided by the Township of Southgate, effective September 1, 2022.

Staff Comments:

Staff recommends approval of By-law 2022-180, being a by-law to establish fees and charges for certain services provided by the Township of Southgate to replace By-law 2022-103, effective January 1, 2023.

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

Schedule A - Administration

Labour related fees increased 8.5% to stay inline with the 2023 Wage Grid. Implementation of a Tax Extension Agreement Fee of \$180 and increasing the Tax Registration Initialization Fee to \$840. Video Recording of meetings increased to \$20 as they would be distributed on a USB stick rather than a compact disc. Printed Tax Sale tender packages went to \$25 to reflect the Realtax's increased costs., plus \$10 if mailed.

Schedule B - Fire

8.5% increase to labour related fees.

Schedule C - Building

No change.

Schedule D - Property Standards

8.5% increase to labour related fees.

Schedule E - Police

8.5% increase to fee.

Schedule F - Canine Control

8.5% increase to fees. Dog tag fee increased to \$40 to better reflect staff time invoicing and sending out the tag.

Schedule G - Roads

Fees increased 8.5%

Schedule H - Parking

No changes.

Schedule I- Solid Waste

Reinstated a \$10 fee for household loads of organic waste. Increased the cost of a special site opening by 8.5%. The remaining fees to be adjusted on September 1, 2023.

Schedule J - Cemetery

Fees increased 8.5%.

Schedule K - Recreation

No change. To be updated September 1, 2023

Schedule L - Library

Genealogy Research fee increased 8.5%.

Schedule M - Planning

Fee structure reviewed and updated based on the estimated time required with the impact of Bill 23. Also implemented a Pre-consultation Fee of \$500, a Redline vision review fee of \$1,500, a MZO Request Review fee of \$1,000, and a servicing allocation agreement fee of \$1,200, and eliminated the fee for Extension of Legal non-conforming use as it was no longer required.

Schedule N – Risk Management

Fees increased 8.5%

Schedule O - Wastewater

Fees increased 8.5%.

Schedule P- Water

Fees increased 8.5%.

Financial Implications:

The 2023 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 2022-180, 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