



Staff Report

Report To: Council
Report From: Jamie Eckenswiller, Director of Legislative Services/Clerk
Meeting Date: June 6, 2023
Subject: 2023 Fees and Charges Review

Recommendations:

That in consideration of staff report '2023 Fees and Charges Review, council directs staff to:

1. Provide notice of the municipality's intention to repeal fees and charges bylaw 45-2021 and replace it with a revised bylaw as outlined in the report; and
2. Bring forward the 2023 fees and charges bylaw for council's consideration.

Highlights:

- Fees and charges will be reviewed on a bi-annual basis.
- Each department has submitted a summary of their recommended changes to the current schedule of fees and charges.

Previous Report/Authority:

Not applicable.

Analysis:

All fees charged by the Municipality of West Grey are authorized by bylaw. The current fees and charges bylaw contains all current fees in one place, except for water and wastewater fees and building fees. The bylaw is accessible to council, staff, and the public on the municipality's website. The proposed fees and charges bylaw will incorporate building fees into the new bylaw. This report has been prepared to outline recommended changes to fee amounts that, if approved, will be effective September 1, 2023. Each department has submitted a summary of its recommended changes to the current schedules of fees and charges which has been attached to this report for ease of reference. Also attached is a draft fees and charges bylaw with material changes being

italicised for ease of reference. Upon direction from council respecting the changes, the 2023 fees and charges bylaw will be brought forward for council's consideration.

Financial Implications:

In 2022, West Grey collected approximately \$1.8 million in user fees, not including water, wastewater, or building fees. This represents approximately 11 percent of the total operating expenses.

Communication Plan:

This report has been provided to communicate recommended fees to council and the public. Notice will be provided that the bylaw to adopt the fees will be considered by council.

After adoption, the bylaw will be available on the municipality'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, but is not limited to public notice, posting of rates, communication at point of sale or other methods.

Consultation:

Chief Administrative Officer

Directors

Managers

Supervisors

Attachments:

1. Summary of recommended fee changes
2. Draft 2023 fees and charges bylaw

Recommended by:

Jamie Eckenswiller, AMP

Director of Legislative Services/Clerk

Submission approved by:

Laura Johnston, Chief Administrative Officer

For more information on this report, please contact Jamie Eckenswiller, Director of Legislative Services/Clerk at clerk@westgrey.com or 519-369-2200 ext. 229.