

# Council Report

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Original signed by: City Manager Johnson

**Report Date:** Oct 19, 2021

**Meeting Date:** Nov 2, 2021

**To:** City Manager

**From:** Director of Corporate Financial Services

**Subject:** Comprehensive Fees Bylaw Update

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## Purpose

The purpose of this report is to request Council proceed with the first three readings of the City of Quesnel Comprehensive Fees Amendment Bylaw No 1911 to update City fees for January 1st, 2022.

## Summary

The fee increases are to cover the costs of inflation, to ensure enough funds are available for capital replacement programs and to ensure service sustainability.

These recommendations are for fee increases that will be effective January 1<sup>st</sup>, 2022.

The Financial Sustainability and Audit Committee reviewed these fee changes at their October 5th committee meeting.

There has been one new fee added. This fee goes with the changes to the Business Licencing Bylaw – introducing a rate for Commercial Landlords.

## Recommendation

THAT Council proceeds with the first three readings of the City of Quesnel Comprehensive Fees and Charges Amendment Bylaw No. 1911 of 2021 in the Bylaw section of the meeting.

THAT Council approves waiving the business licence application fee for Commercial Landlords for the first year – 2022. The annual business licence fee would still apply.

## Statutory Requirements

Section 194 of the Community Charter enables council to impose fees by bylaw for all or part of a service of the municipality.

## Council Policy

As per the City's Five Year Financial Plan, one of the City's policies is to move towards user fund based funding, where appropriate to lower the pressure on taxation. Council does have the ability to waive fees if required for a strategic purpose or another reason subject to other provisions of the *Community Charter*.

## Financial Implications

A-1 Development and Subdivision – Update to several fees to reflect the increased costs of advertising and other costs that go into these permits.

A-2 Development Cost Charges – No change at this point



- A-3 Building – No change at this point
- A-4 Misc Permits & Fees – Addition of notation for fees related to Oversize or Overweight vehicles crossing the City's bridges
- A-5 Business Licence Fees
- Addition of business licence fee requirement for commercial landlords. This is a change in the Business Licence Bylaw, introducing a category of business licences for commercial landlords.
- For the first year of having this new category, it is recommended that the administration fee of \$50 be waived for this new category, similar to what was done when the residential accommodation category was added.
- The Financial Sustainability and Audit Committee discussed that next year, the Committee should do an overall review of business licence rates to determine if they are covering the incremental costs intended to be covered by this fee.
- B-1 Water Utility Fees
- Continue with the 5% increases to utility rates and 2% increase to service rates. There are significant projects scheduled for the water fund. The City has not been successful in getting grants for water projects. Over the next few months, staff will be reviewing the capital requirements of the water fund and future financing needs.
- B-2 Sewer Utility Fees
- At this point only inflationary increases of 2% are recommend for the sewer utility rates.
- C-1 Garbage Fees - No change at this point.
- C-2 Landfill Fees
- Some language has been added to add clarity to several rates and the prohibited waste section has been updated.
- The average tipping fee for Quesnel in 2021 was \$95/tonne. Prince George is \$90/tonne with a \$6 minimum and Kamloops is \$80 per tonne with a \$5 minimum.
- No increases are recommend this year. Work continues on looking towards an Eco Depot. Once that is established and diverts more waste from the landfill, it may be time to consider a minimum charge.
- D-1 Museum Fees – Update on group rate discounts.
- D-2 Corporate Services – No change at this point.
- D-3 RCMP Services – No change at this point.
- D-4 Cemetery Rates – inflation increase of 2% on service rates
- D-5 Airport Fees
- Airport fees were increased 2%.
- D-6 Dog Licence Fees – No change at this point.
- D-7 Fire Cost Recovery – No change at this point.



D-8 Nuisance – No change at this point.

D-9 Street & Traffic – No change at this point

### **Attachments**

1. City of Quesnel Comprehensive Fees and Charges Amendment Bylaw No. 1911 of 2021