



Staff Report

Finance and IT Services

Report To: Special Committee of the Whole
Meeting Date: February 1, 2021
Report Number: FAF.21.010
Subject: Proposed Amendments to the Fees and Charges By-law, Solid Waste Management Fees By-law, Planning and Engineering Fees By-law and Water and Sewer Charges By-law– Public Comments
Prepared by: Ruth Prince, Director of Finance and IT Services

A. Recommendations

THAT Council receive Staff Report FAF.21.010, entitled “Proposed Amendments to the Fees and Charges By-law, Solid Waste Management Fees By-law, Planning and Engineering Fees By-law and Water and Sewer Charges By-law – Public Comments” for information purposes.

B. Overview

This report outlines the comments from the Public Meeting for the proposed amendments to the Fees and Charges By-law, the Solid Waste Management Fees By-law, the Planning and Engineering Fees By-law, and the proposed amendments to the Water and Sewer Charges By-law, as well as Staff’s response to these comments.

C. Background

The proposed amendments to the Fees and Charges By-law, Solid Waste Management Fees By-law, Planning and Engineering Fees By-law, as well as the Water and Sewer Charges By-law were reviewed as part of the 2021 Draft Budget. On January 11, 2021, the Town held a Public Meeting to provide the public with the opportunity to review and comment on the proposed amendments to the Fees and Charges By-law, Solid Waste Management Fees By-law, the Planning and Engineering Fees By-law, as well as the Water and Sewer Charges By-law.

The 2021 budget process and document included the inclusion of the Fees and Charges for each Department. The draft By-laws were advertised as per the Town’s notice policy and included on the Town’s website since December 17, 2020.

Staff are proposing that these By-laws be presented for Council’s consideration at the February 8, 2021 Council Meeting.

D. Analysis

The Town did not receive any written or verbal comments.

E. Strategic Priorities

1. Communications and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

None.

G. Financial Impact

The revenue generated from the increase in fees is included in the 2021 Draft Budget.

H. In consultation with

Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets

I. Public Engagement

The topic of this Staff Report has been the subject of a Public Meeting which was held on January 11, 2021. Those who provided comments at the Public Meeting, including anyone who has asked to receive notice regarding this matter, have been provided notice of this Staff Report.

J. Attached

N/A

Respectfully Submitted,

Ruth Prince
Director of Finance and IT Services

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