



MUNICIPALITY OF THAMES CENTRE

REPORT NO. LS-008-24

TO: Mayor and Members of Council
FROM: Director of Legislative Services/Clerk
MEETING DATE: April 29, 2024
SUBJECT: Proposed Update to Fees and Charges By-law

RECOMMENDATION:

THAT Report No. LS-008-24 **BE RECEIVED** for information;

AND THAT Council consider the Amendment to By-law 119-2023, the Fees and Charges By-law for 2024 in the by-law portion of the Agenda.

PURPOSE:

The purpose of this report is to provide Council with an overview of the amendments being proposed to the 2024 Fees and Charges By-law.

BACKGROUND:

By-law 119-2023 was adopted on December 11, 2023, being a by-law to provide for the various fees and charges for the Municipality of Thames Centre. Since the adoption of this by-law, there have been a number of new initiatives and fees brought forward for Council's approval that are now being presented in amended schedules A, C, D, E, F and H. All other schedules have no changes.

COMMENTS:

The following are the proposed amendments, as shown highlighted in the attachment to this report:

Schedule A – Administration Fees, amendments include the addition of the fees for Marriage Ceremony and Witness fees were approved on February 12, 2024 in resolution number 42-2024.

Schedule C – Building Fees, amendment to include a Sign By-law Variance Application fee was brought to the attention of Council as part of a Sign By-law Variance application at the March 11, 2024 Council meeting.

Schedule D – Planning Fees, amendment to increase the Residential purpose by consent per lot fee for Cash-in-Lieu of Parkland Dedication, was approved at the April 15, 2024 Council meeting in resolution number 114-2024. Also in the same area Commercial or Industrial by consent per lot has been adjusted to “Per Planning Act (based on appraisal) to conform with the new Cash-in Lieu of Parkland by-law that was approved in principal at the April 15, 2024 meeting.

Schedule D – Planning Fees, addition of a fee for Deeming By-law. The lack of fee in the Fees and Charges By-law was discussed in staff report PDS-017-24, at March 25, 2024 regular Council meeting.

Schedule E – Environmental Services Fees, amendments were approved by Council in December of 2022, with only the Single and Semi-Detached charges appearing in the Fees and Charges By-law, in the name of transparency it was decided that all fees approved should be in the by-law.

Schedule F – Transportation Fees, amendments have been part of permit applications and in agreements previously, as part of more transparency it was decided to include these in the fees and charges by-law as well.

Schedule H – Fire Fees, amendment is really just inserting the actual dollar amount of the fee, as at the time of the by-law passage, the fee still had yet to be published by the Ministry of Transportation and the by-law stated “current MTO published rate”.

FINANCIAL IMPLICATIONS:

Formalization of these user fees will assist in mitigating impact to the property tax levy moving forward.

STRATEGIC PLAN LINK

Pillar: *Community Communications & Engagement*

Goal: *Increase communications between the municipality (Council and Staff) and the public*

CONSULTATION:

M. Bancroft, Director of Planning and Development Services
J. Craven, Director of Public Works
N. Dorken, Fire Chief
E. Schinbein, Director of Financial Services/Treasurer

ATTACHMENTS:

2024 Fees and Charges Attachments – Updated Schedules



Prepared by: J. Nethercott, Director of Legislative Services/Clerk

Reviewed by: D. Barrick, Chief Administrative Officer