

Report to Council

Report Title: 2022 Proposed Fees and Charges
Prepared By: Trish Serratore, Chief Financial Officer
Department: Finance
Date: October 12, 2021
Report Number: FIN2021-27 **File Number:** C11FIN
Attachments: 2022 Fees and Charges

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number FIN2021-27– 2022 Proposed Fees and Charges, prepared by Trish Serratore, Chief Financial Officer and in doing so approves a By-Law coming forward to adopt the 2022 Fees and Charges

Report:

Background:

There are multiple statutes that provide the authority to municipalities to establish user fees, each with specific requirements.

Building permit fees are governed by the provisions of Section 7 under the Ontario *Building Code Act, 1992 S.O. 1992, c. 23*. The Municipalities statutory authority for imposing planning application fees is provided under Section 69 of the *Planning Act, R.S.O 1990, c. P.13*. For municipal services where no specific statutory authority is provided, such as community services, licensing etc., municipalities have the ability to impose fees and charges under Part XII (s. 391) of the *Municipal Act, 2001, S.O. 2001, c. 25*.

User fees and service charges are an important source of revenue for the Municipality and are an effective method of ensuring that the users of a service assist in cost recovery, thereby mitigating a portion of the pressure on property tax rates. The Municipality is proactive in its approach to cost recovery through user fees by annually reviewing all rates and adjusting for inflation, changing legislation and market conditions where possible.

In 2021, there was no increase in user fees to assist with the Covid-19 pandemic. Although we are still living within these uncertain times, the Province has started to lift restrictions and allowing the Municipality to resume most services to the residents. However, due to Covid-19 there are also increased costs associated with the reopening. Staff have reviewed their departmental fees and have proposed a modest increase for 2022 in certain areas.

The Consolidated Fees and Charges have been drafted for 2022 and are being provided to Council for review and approval. This is necessary prior to Department Heads preparing their 2022 proposed departmental budget estimates.

Analysis:

In general, most of the rates remained unchanged, however there were some areas that required a modest increase with review of neighbouring municipalities, as well a review of increased operating costs. Also, due to cancelled services some fees have been removed from the fees and charges chart. Attached is the full listing of all Fees and Charges, with the recommended changes listed below by department.

Administration

Description	2021 Fee	2022 Fee
Food/Refreshment Vehicles (per day)	\$330.00	\$50.00
Food/Refreshment Vehicles (per season)	\$5,100.00	\$350.00
Marriage Ceremony	-	-
Marriage Ceremony	\$350.00	\$350.00
Per rehearsal – Given directly to Officiant	\$50.00	\$50.00
Each witness supplied by Brockton Available only for marriages performed in municipal office	\$25.00	\$25.00

*updated based on 2021 approvals by Council

Planning and Development Fees and Charges

Description	2021 Fee	2022 Fee
Pre-consultation - Subdivision	\$0.00	\$350.00

*cost recovery for administrative costs and time for pre-consultation for subdivisions

Property Standards

Description	2021 Fee	2022 Fee
Appeal a Property Standards Order to the Property Standards Committee		\$150.00
Appeal a Property Standards Committee decision to the Superior Court		\$250.00
Property Standards Officer to attend a hearing		\$50.00
Inspections where owner fails to comply with an Order:		
Owner(s) who failed to comply with a confirmed Order shall pay a fee for each inspection to determine if contraventions of this By-law observed on an initial inspection have been corrected where the contraventions have not been remedied in the time provided for in the said order		\$100.00
Certificate of Compliance		\$200.00
Initial inspection where property deficiencies or by-law violations are observed		N/A
Additional Costs to be collected from violating property owners include		Costs for Court Hearings and Proceedings

*cover administrative costs associated with property standards compliance orders

By-Law Enforcement

Description	2021 Fee	2022 Fee
At Fault False Alarms		
First at Fault False Alarm		\$50.00
Second at Fault False Alarm		\$100.00
Third at False Alarm		\$200.00
For fourth and subsequent At Fault False Alarms increased by:		\$100 per incident

*The following fees shall only apply when it has been determined at the discretion of the Officer that the alarms could have been preventable. Additional report to come forward to Council with additional information.

Public Works

Description	2021 Fee	2022 Fee
Backhoe** - per hour (1 employee and machine)	\$110.00	\$150.00
Trim Dozer** - per hour (1 employee and machine)	\$110.00	\$150.00
Truck** per hour (1 employee and machine)	\$110.00	\$150.00
911 Sign * ***	\$30.00	\$35.00
911 Sign Post * ***	\$25.00	\$30.00
Fire Hydrant Obstruction Removal	Actual Cost	Actual Cost

*increased to be in line with neighbouring municipalities

Materials Management

Description	2021 Fee	2022 Fee
Mattresses and or Box Spring - each	\$15.00	\$20.00
Residential and Commercial Waste-Sorted Waste		
- per tonne	\$125.00	\$130.00
Non-Sorted Waste - per tonne****	\$250.00	\$260.00

*increase in residential and commercial waste was to be in line with the Walkerton/Hanover rate increases for 2022.

Recreation

Walkerton Community Centre - Arena

Description	2021 Fee	2022 Fee
Ice Rental		
Summer Ice (after April 15)		\$165.00
Public Skating Corporate Sponsorship		\$125.00
Community Centre Rental Rates		
Pop-up Tent 10x10 per 1-3 days		\$125.00
Pop-up Tent 20x10 per 1-3 days		\$225.00
Picnic Tables - each + \$50 per hour pick/delivery		\$6.00

*new summer ice fee to assist with the increased costs of operations in the warmer season. Sponsorship fees have always been offered, updated to include into the by-law.

Centennial Park Swimming Pool – Swimming and Rental

Description	2021 Fee	2022 Fee
Pool Rentals		
Pool Rental Private – Under 25 People - per hour* (includes 2 guards)	\$65.00	\$75.00
Additional Lifeguard fee per guard as per regulation requirements	\$25.00	\$26.02

*increased to be in line with industry rates

Lobbies Park Campground Rental and Service Fees

Description	2021 Fee	2022 Fee
Firewood per bag		\$8.85

*not a new fee, just updated to include into the Fee's and Charges By-law

General Recreation and Leisure Program Fees

Description	2021 Fee	2022 Fee
General Interest Recreation Programs	These programs will be planned on a break-even basis.	Delete
Day Camp/P. A Days		
per child/day		\$37.00
per child/day specialty		\$38.00
per family/ day		
per child/week		\$185.00
per child / 4-day week (summer)		\$144.00
per child / week (specialty)		\$190.00
per child / 4-day week (specialty)		\$154.00
Drop in Rate -Pickleball Member		\$2.66
10 Visit		\$23.94
3 months		\$90.00

*breakout the fees based on program

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? N/A
- Do the recommendations contribute to achieving Cultural Vibrancy? N/A
- Do the recommendations contribute to achieving Economic Prosperity? N/A
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? N/A

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Presented fees are to assist with cost recovery for operations within the municipality.

Respectfully Submitted by:



Trish Serratore, Chief Financial Officer

Reviewed By:



Sonya Watson, Chief Administrative Officer