



## Staff Report

**Report Title: 2024 Consolidated Fees**

**Prepared By: Jodi MacArthur, Treasurer**

**Department: Treasury**

**Date: Dec. 4, 2023**

**Report Number: TR-2023-12-75**

**File Number:**

**C11 TR 23**

**Attachments: 2024 Consolidated Fees Draft Schedules**

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### **Recommendation:**

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report 2023-12-75 prepared by Jodi MacArthur, Treasurer;

AND FURTHER THAT the Township of Huron-Kinloss Consolidated Fees By-Law be amended to include the 2024 recommended fees and that the appropriate by-law be brought forward.

### **Background:**

As staff prepare the 2024 estimates, a comprehensive review of fees was conducted to ensure that they help achieve our goals and objectives. Through this process, staff are recommending several changes to the consolidated fees.

### **Discussion:**

The review of fees included:

Schedule	Description	Nature of Changes
A	Administration Fees	Increase to reflect full cost recovery and add fees to align with neighbouring communities
B	Building, Plumbing & Septic Fees	No changes recommended (reviewed in September 2023)

C	Planning Charges	No changes recommended (reviewed in September 2023)
D	Cemetery Rates	Discussed in Report Number TR-2023-12-76
E	Emergency Services – Fire Department Response	Increase to meet revenue generation goals and cost recovery
F	Facility Rental Fees	Increase to meet revenue generation goals, cost recovery where applicable and correct administrative
G	Recreation Program Fees	Increase to meet revenue generation goals and recommendation of summer sports committee
H	Licensing Fees	Increase replacement fee
I	Public Works Services	Increase to reflect full cost recovery and repeal dry culvert
J	Freedom of Information Fees	Correction administrative error in legislated fees
K	Permit Fees – Beach Maintenance	Increase to reflect full cost recovery
L	Landfill Fees	Increases recommended <b>effective April 1<sup>st</sup></b> to meet revenue generation goals
M	Pound Keeper/Boarding Fees	No changes recommended
N	Property Standards Fees	Increase to reflect full cost recovery and add services
O	Marriage Commissioner Fees	Increase commissioner fee and km rate
P	The HUB Fees	Repeal; no longer required

Details of the changes are outlined in the attached draft schedules and all fees will be effective January 1, 2024 unless specified otherwise. Section 391(1) of the *Municipal Act 2001, S.O. 2001, c.25* as amended authorizes municipalities to pass by-laws imposing fees or charges on persons,

- a) For services or activities provided or done by or on behalf of it;
- b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) For the use of its property including property under its control.

**Financial Impacts:**

Implementing the recommended changes will help to ensure the fees are consistent with neighbouring communities, reflect an appropriate cost recovery and/or meet objectives of revenue generation.

**Strategic Alignment / Link:**

The information provided in this report is consistent with and in keeping with the municipality's Vision & Mission.

We are a prosperous community that continues to grow in a sustainable manner by diversifying our economy and investing in infrastructure;

We are a vibrant community that values our uniqueness and creativity by creating places where people want to be;

We are a spirited community that takes pride in calling Huron-Kinloss home and welcoming others by engaging in our community;

We are an accessible community that offers opportunities for everyone by having amenities and services nearby and being open and transparent; and

We are an environmentally conscious community that are good stewards of our natural environment by protecting our natural assets, using our resources wisely and being aware and taking responsibility.

**Respectfully Submitted By:**

Jodi MacArthur, Treasurer

**Report Approved By:**

Mary Rose Walden, Chief Administrative Officer