

Municipality of Lakeshore – Report to Council

Corporate Services

Accounting and Revenue Services



To: Mayor & Members of Council
From: Michelle Heslop, Team Leader – Revenue
Date: December 19, 2023
Subject: 2024 User Fee By-Law Schedule F Amendment

Recommendation

Direct the Clerk to read By-law 3-2024, being a By-law to Amend By-Law 95-2023, 2024 User Fees, during the Consideration of By-laws, as presented at the January 9, 2024 Council meeting.

Background

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The 2024 User Fee By-Law 95-2023 was passed at the December 12, 2023 Council meeting, which included Schedules A – J. Schedule F outlines the fees for Operations.

Comments

A change is required to Schedule F of the 2024 User Fee By-law 95-2023 to add Operations fees for Engineering Review, CLI Applications and Construction and Inspections as well as Frozen Meter and Meter testing fee, which were inadvertently left out of the schedule. These fees were added and approved in 2023 due to changes in legislation which moved the responsibility of certification of Linear (water and wastewater) Infrastructure to the Municipality.

Amending By-law 3-2024 adds these fees to schedule F.

Financial Impacts

User fees and charges for taxation funded service areas are designed to mitigate the costs associated with providing services to individuals. Fees are recommended with consideration to recovering direct program costs, such as program supplies, but generally do not cover the full cost of the service.

Fee revenue is included in annual budget requests to offset the cost of programs and services that must otherwise be recovered through taxation. Revenue impacts of the

recommended changes identified above have been provided in the 2024 recommended budget where applicable.

Attachments

2024 User Fees – Schedule F - Amended

Report Approval Details

Document Title:	2024 User Fee By-law Schedule F Amendment.docx
Attachments:	- Schedule F.pdf
Final Approval Date:	Jan 3, 2024

This report and all of its attachments were approved and signed as outlined below:

Prepared by Michelle Heslop

Approved by Justin Rousseau