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# Council Report

**Report Date:** Oct 19, 2020**Meeting Date:** Oct 27, 2020**To:** City Manager**From:** Director of Corporate Financial Services**Subject:** Comprehensive Fees Bylaw Update

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## Purpose

The purpose of this report is to request Council proceed with the first three readings of the City of Quesnel Comprehensive Fees Amendment Bylaw No 1897 to update City fees for January 1st, 2021.

## Summary

The fee increases are to cover the costs of inflation, to ensure enough funds are available for capital replacement programs and to ensure service sustainability for areas such as the landfill.

These recommendations are for fee increases that will be effective January 1<sup>st</sup>, 2021.

The Financial Sustainability and Audit Committee reviewed these fee changes at their October 15th committee meeting and recommends them to Council.

There have been two new fees added. Starting January 1<sup>st</sup>, all commercial cardboard going over the weigh scale will be charged \$50 per tonne to help offset the cost of over \$100 per tonne to process it. Residential cardboard can continue to go to the recycle depot for free. In addition, starting January 1<sup>st</sup> there will be a charge for mattresses being dropped off at the landfill.

## Recommendation

THAT Council proceeds with the first three readings of the City of Quesnel Comprehensive Fees and Charges Amendment Bylaw No. 1897 of 2020 in the Bylaw section of the meeting.

## Statutory Requirements

Section 194 of the Community Charter enables council to impose fees by bylaw for all or part of a service of the municipality.

## Council Policy

As per the City's Five Year Financial Plan, one of the City's policies is to move towards user fund based funding, where appropriate to lower the pressure on taxation. Council does have the ability to waive fees if required for a strategic purpose or another reason subject to other provisions of the *Community Charter*.

## Financial Implications

- A-1 Development and Subdivision – Minor update to the language around subdivision.
- A-2 Development Cost Charges – No change
- A-3 Building – No change



A-4 Misc Permits & Fees – Update to Outdoor Café Permit Fees

A-5 Business Licence Fees – No Change

The City's business licence fees are lower than most other Cities. This has been a policy of Council to keep them at the lower rates. The City has also chosen to keep its business licence fees simple compared to other City bylaws where there are different fees for every type of business. The City may want to look at increasing these fees in the future.

B-1 Water Utility Fees

Continue with the 5% increases to utility rates and 2% increase to service rates. There are significant projects scheduled for the water fund. It is hoped that some grants will be received towards these projects.

B-2 Sewer Utility Fees

The sewer fund has been in good shape and it was expected that only inflationary increases would be needed. However, with the Baker Creek flooding resulting in the need to rebuild the sewer line and the withdrawal of funds to fund the public works building, Staff is recommending a 5% increase to utility rates and 2% to service rates.

C-1 Garbage Fees

This schedule has been updated to remove all references to commercial fees. No change to residential rates.

C-2 Landfill Fees

The maximum tonnage has been lowered to 150 kgs for residential. Staff reviewed the landfill data and over 90% of residential loads are under 150 kgs. The intent is to continue to encourage people to recycle as much as possible and reduce their waste as much as possible but to ensure that traffic is not slowed down significantly at the scale while the City continues to look for more ways to encourage zero waste.

Staff will also fully implement the policy that all commercial vehicles bringing in single family residential waste must pay commercial rates.

The landfill will see significant costs in the near future as the City moves towards building a landfill berm to increase lifespan and looks to a future expansion and methane capture.

Landfill fees have been increased as per the following:

Mixed Waste \$80 per tonne to \$90 per tonne

Demolition Land Clearing ("DLC") - \$100 per tonne to \$110 per tonne

Asbestos - \$200 per tonne to \$250 per tonne

An interest charge has been added for all invoices that are over 30 days.

Prince George Foothills Landfill currently charges \$90/tonne for all waste types. The Central Cariboo Landfill currently charges \$80/tonne for mixed waste and \$200/tonne for DLC.



A charge has also been introduced for cardboard going through the landfill of \$50 per tonne. All residential cardboard should be going to the recycle depot at no cost. This fee will apply to the commercial cardboard coming across the scale to help partially offset the cost of processing it.

- D-1 Museum Fees – There has been some language change to cost recovery of staff wages rather than listing a specific wage.
- D-2 Corporate Services
  - The digital information section has been updated to the current data the City has with updated prices.
  - Commemorative Items have been added to this schedule. The cost of a bench has been increased to \$2,000 from \$1,000 to reflect the actual costs. A note has been added that the City can provide an income tax receipt for these donations.
- D-3 RCMP Services – An increase to Criminal Record Checks of \$5
- D-4 Cemetery Rates
  - Staff reviewed these rates in detail to ensure they were reflecting actual costs and that all items were included. Plot fees were raised 10% for adults and all non-resident plot fees were changed to 200% of resident fees for consistency.
- D-5 Airport Fees
  - Airport fees were increased 2%. The fees were compared to other airports and are in the same range as other airports.
- D-6 Dog Licence Fees – No change at this point
- D-7 Fire Cost Recovery – A change to the re-inspection fee, including a second more significant fee if the fire department is required to inspect again.
- D-8 Nuisance – No change at this point.
- D-9 Street & Traffic – No change at this point

## **Attachments**

1. City of Quesnel Comprehensive Fees and Charges Amendment Bylaw No. 1897 of 2020