

TO:	CHAIR AND MEMBERS STRATEGIC PRIORITIES AND POLICY COMMITTEE MEETING ON DECEMBER 16, 2013
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	AMENDMENTS TO CONSOLIDATED FEES AND CHARGES BY-LAW

RECOMMENDATION

That, on the recommendation of the City Clerk, with the concurrence of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting on December 17, 2013 for the purpose of repealing By-law No. A-46, as amended, being "A by-law to provide for Various Fees and Charges" and replacing it with a new Fees and Charges By-law that updates, adds and increases certain fees and charges for services or activities provided by the City of London.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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None.

BACKGROUND

Section 391(1) of the *Municipal Act, 2001*, S.O. 2001, c.25, authorizes a municipality to impose 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.

Summary of 2014 Proposed Changes to Fees and Charges

Schedule 1 to the attached proposed by-law outlines the service areas' proposed 2014 fees and charges. Any proposed new fees or increases in fees are shown in bold on Schedule 1 to the proposed by-law. The key proposed fees and charges changes are summarized as follows:

Parks and Recreation Services

User Fees for recreational services and facilities are re-assessed each year, with a number of factors being considered in order to ensure that programs, services, facilities and opportunities remain accessible, affordable and inclusive of all residents. Consideration includes operating costs, market analysis of other similar programs, capital developments and target markets. In order to meet its 2014 budget target, Parks and Recreation Services is recommending modest increases in the areas outlined below.

Aquatics

Most fees are proposed to remain unchanged, with a modest 2% increase to fees for swimming lessons, in order to recover inflationary cost increases.

Arenas and Sports Fields

To achieve 2014 service level standards at our facilities, ice rentals and sports field fees are proposed to increase by 2% to recover inflationary cost increases associated with maintenance and operation.

Golf

The various fees are proposed to be changed to allow the City of London golf system to be competitive in the market place, while maintaining the principle of providing affordable golf opportunities for Londoners. Golf is proposed to continue to be an area that is dependent solely on user fees to sustain the program. An increase of \$1 to \$2 per visit for some of the green fee categories, as well an increase in electric cart rentals, is proposed to better reflect market comparators and recover inflationary increases. Seasonal membership fees are also proposed to be increased by \$25 in the “unlimited play value” membership categories.

Special Events

An increase in fees for vendor permits, from \$2 to \$10, is proposed to address inflationary costs increases in administration and park maintenance. The increase will be dependent on the size of the vendor and length of time the vendor will be in the park.

Neighbourhood, Children and Fire Services

Fire Services

At the November 19, 2013 Municipal Council approved a mechanism to allow for the recovery of costs related to actions Fire Services may be required to undertake to respond to and mitigate unusual and extreme fires, and emergencies not normally encountered within the municipality. In addition, the mechanism allows Fire Services to recover costs related to actions during the investigation of large scale and complex fires.

Development and Compliance Services

Municipal Law Enforcement – Parking and Licensing

Parking

An increased fee is proposed for Lot 15 – London Convention Centre from \$7 to \$10 for day parking and from \$5 to \$6 for evening parking. The increased fee was requested by the London Convention Centre based on market comparisons and to be competitive.

A monthly parking fee of \$50 is being proposed for Lot 3E – Piccadilly Street, east of Richmond Street. This new fee is as a result of an increasing demand for monthly parking in this area.

Licensing

The introduction of a \$75 fee for the late submission of an application for a business licence is being proposed. The fee is proposed to be charged to those businesses that fail to renew their business licence prior to their expiry. The late submission fee is proposed to cover related enforcement costs.

Building Services

Building Services is proposing an increase in the cost to obtain copies of the Monthly Building Reports from \$23 to \$35. This fee has not been increased in a number of years. The increase is reflective of increased administrative and production costs.

Building Services is also proposing an increased fee related to NSF cheques from \$40 to \$45, to be consistent with the fee that is charged by Financial Services.

Corporate Services – Finance

Revenue Division

The Revenue Division is proposing increases to requests for various tax certificates and administration fees related to taxation. The proposed fees for 2014 are based on a review of similar fees currently charged by other municipalities and projected Division expenses and revenues for 2014.

Engineering and Environmental Services

Garbage Recycling & Composting

A proposed increase for purchasing composters from \$30 to \$35 per unit is proposed. The increased fee reflects the increased price charged to the City of London.

Corporate Services – Legal

City Clerk’s Office

The City Clerk’s Office is proposing to charge fees related to request for additional copies of election documents, beyond the initial copy which is provided to the candidates for free. The City Clerk’s Office has a duty to supply candidates with election materials to assist them with their campaign under the *Municipal Elections Act, 1996*. The items listed in the fees and charges by-law are items that are often requested from candidates in addition to the standard documentation provided at nomination or at earliest availability during the campaign period. The fees associated with the materials are to cover the costs of producing and dispersing the items to candidates upon request.

Planning Services and Development & Compliance Services

Planning Services and Development & Compliance Services are proposing increases to a number of planning application fees. The justification for the fee changes were outlined in the staff reports submitted to the Planning and Environment Committee on November 12, 2013 and November 26, 2013.

RECOMMENDED BY:	CONCURRED BY:
CATHY SAUNDERS CITY CLERK	MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER