

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: November 8, 2016
SUBJECT: 2017 User Fee – Administration & Finance

BACKGROUND

The Administration & Finance division has a mix of user fees that are legislated user fee rates, non-legislated user fee rates and rebates / revenue from external entities. Legislated user fees include the interest & penalties applied to accounts receivable & tax accounts, Lottery license % fees and POA fines are out of the Town's control to affect user fee increases. Revenue from POA administration / management fees, rebates from external entities such as the natural gas rebate, purchase card rebate and WSIB safety group are also out of the Town's control to affect user fee increases. The following are the estimated revenue increases resulting from the user fee increase:

1.	Tax Certificates	-	\$ 165
2.	Business Licenses	-	\$ 495
3.	Civil Marriages	-	\$ 60
4.	Commissioning Oaths & Affidavits	-	\$ 10
5.	Administration Service Charges	-	<u>\$2,000</u> (dependent on FFPC service Agreement)
Total Estimated Revenue Increase			\$2,730

It is noted that the License Fees related to 1.1.1 Public Halls and 1.1.2 Taxi Driver (Chauffeur) proposed 2017 rates were not included in the Planning & Development division user fees for their Executive Committee review. The Licenses – Annual Fees 2017 proposed rates have been affected with a 1.5% in the same manner as other user fees and are included in the attached Schedule of Fees.

RECOMMENDATION

The Administration & Finance Executive Committee recommend that the Administration & Finance 2017 user fees be brought forward for approval.

Council Approval of this Report Will Agree with the Administration & Finance Executive Committee recommendation that the Administration & Finance 2017 user fees be brought forward for approval.