

**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2021/61**

TO: Mayor Caul and Members

FROM: Dawn Galusha, Treasurer

DATE: November 17, 2021

SUBJECT: 2022 User Fee – Administration & Finance

BACKGROUND

On October 25, 2021, Council approved that division managers affect a 4.0% user fee increase for 2022, based on the Ontario Consumer Price Index inflationary increase. 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 and penalties applied to accounts receivable and 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 and purchase card rebate are also out of the Town's control to affect user fee increases.

Patrick Briere, By-Law Enforcement Officer, suggests keeping the Taxi Driver and Taxi ID rates the same as 2021 as it is the Taxi Driver's responsibility to purchase these. As well, the Taxi Owner's License for on-street taxi-cab is to remain the same, however this is not something that the taxi companies have currently, so there is no impact. Additionally, Administration would like to the Plumbing Contractors & Plumbers and Trades and Occupations, out of town rates the same as 2021 as they are high enough to cover the cost of the Town preparing the license. In 2018, the Municipal Clerk brought forward the freeze of Still Birth Registration, Death Registration and Marriage License fees, to the end of the term of Council. This will be the final year of the freeze, prior to a review.

The estimated revenue increases resulting from the user fee increase as presented on the attached schedule is \$1,626.97. This figure does not include several the lines as we cannot estimate year over year how many people will require those services.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that the Administration & Finance 2022 user fees be brought forward for approval.

<p>Council Approval of this Report Will Agree with the Administration & Finance Executive Committee recommendation that the Administration & Finance 2022 user fees be approved.</p>
