

TO: Mayor Avis & Members of Council

FROM: Dawn Galusha, Deputy Treasurer

DATE: November 1, 2017

SUBJECT: 2018 User Fee – Administration & Finance

BACKGROUND

On October 10, 2017, Council approved that division managers affect a 1.5% user fee increase for 2018, 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.

Laurie Lindberg, Treasurer, surveyed the Northern Ontario Towns regarding their user fee for Tax Certificates. Of the six municipalities that responded, the low was \$30, three were \$50 and two were \$60. The Town of Fort Frances' rate for 2017 was \$61.75 and we propose to keep it constant for 2018.

The following are the estimated revenue increases resulting from the user fee increase as presented on the attached schedule:

1.	Dishonoured Cheques	-	\$ 20
2.	Business Licenses	-	\$ 531
3.	Civil Marriages	-	\$ 64
4.	Commissioning Oaths & Affidavits	-	<u>\$ 19</u>
	Total Estimated Revenue Increase		\$ 634

RECOMMENDATION

The Administration & Finance Executive Committee recommends that the Administration & Finance 2018 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 2018 user fees be approved.