



Meeting Date: May 18, 2022

Submitted by: Tiffany Farrell, Director of Corporate Services

Report No: CPS-20-2022

Subject: Amendments to the Fees and Charges By-law 2021-099

Recommendation:

THAT Report CPS-20-2022 Amendment to the 2022 Fees and Charges By-law be received;

AND THAT the updates recommended in Report CPS-20-2022 to the 2022 Fees and Charges By-law be approved.

Purpose:

To provide Council with recommended updates to the Fees and Charges for 2022 for review and discussion.

Background:

Part XII of the Municipal Act, S.O. 2001, c. 25, as amended permits municipalities to pass by-laws imposing fees or charges on any class of 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 local board; and
- c) for the use of its property including property under its control.

In accordance with the Act, Middlesex Centre council approved the 2022 Fees and Charges By-law (2021-099) at their meeting on November 10, 2021.

The full by-law is available on the municipal website (<https://middlesexcentre.ca/by-laws/administration-finance/fees-charges-law-2021-099>) or by contacting the Clerk.

Analysis:

New Mobile Food Outlet By-law

At the Council meeting on May 4, 2022, a new Mobile Food Outlet By-law (2022-044) was approved and directed that the Fees and Charges By-law be amended to include fees relating to the new by-law.

As such, it is recommended that the Fees and Charges By-law (2021-099) be amended to include the following:

Schedule B, Building and By-law Enforcement

Refreshment Vehicles and Produce Stands

- 6.1 Refreshment Vehicle Licence (per calendar year) - \$1,000.00
- 6.2 Refreshment Vehicle Special Event Licence - \$50.00 per vehicle
- 6.3 Produce Stand Licence - \$50.00 per calendar year
- 6.4 Appeal of Refused, Suspended or Revoked Licence - \$200.00

Housekeeping Updates

Since its adoption, staff have identified several housekeeping updates to the Fees and Charges By-law (2021-099). These changes have been made to the by-law; they are included here for council’s information.

Schedule	Concern/Change
Schedule B – Building & Bylaw	Typo Change: Adjust number of 2.1 Tents or similar temporary structure to 2.10
Schedule B – Building & Bylaw	Clarification Updated minimum fees for building charges to reflect new minimums
Schedule C – Fire Services	Consistency in Presentation Change: Present title “Public Roadway Response (Non-Municipal Residents)” in bold and all caps
Schedule F – Community Services	Consistency in Presentation Change: 3.9 Meeting Room – Present fee as \$100.00

Schedule	Concern/Change
Schedule F – Community Services	<p>Clarification</p> <p>Section 9.9 and 9.10 speak to cleaning surcharges at the Poplar Hill Pavilion. In introducing a new lower rate for smaller events with less than 50 attendees in the 2022 by-law, charges for events with 50 to 100 attendees were inadvertently left out.</p> <p>Change: Adjust to read 9.9 Pavilion Cleaning Surcharge (events over 50 attendees) \$80.00 9.10 Pavilion Cleaning Surcharge (events under 50 attendees) \$25.00</p>
Schedule F – Community Services	<p>Typo</p> <p>Change: Adjust numbering of “Minor Sports Rate (Prime Time)” to 12.2</p>
Add 19.10 Wall Sign 36” x 84” – Canadian Pad \$300 annually plus sign cost	<p>Addition</p> <p>With new advertising agreement with Komoka Kings, Middlesex Centre required a fee for wall sign advertising at Canadian Pad at Komoka Wellness Centre. A fee equal to that approved in By-law 2021-099 for Coors Light Pad wall sign advertising was added.</p> <p>Change: Add 19.10 Wall Sign 36” x 84” – Canadian Pad \$300 annually plus sign cost</p>
Schedule F – Community Services	<p>Change</p> <p>Changed name of Prince Andrew School to Bryanston School Property</p>

Financial Implications:

The intent of the new fees associated with the Mobile Food Outlet By-law is to recover the costs for delivering and enforcing the by-law.

Strategic Plan:

This matter aligns with following strategic priorities:

- Responsive Municipal Government

This report responds to Objective 5.3– Foster a culture of innovation, continuous improvement, and cost-effective services by sharing information and gathering input, by continuing our timely and effective communication to the public.

Attachments:

None.