



Meeting Date: November 15, 2023

Submitted by: Heather Kepran, Manager of Strategic Communications
Melissa Kopal, Manager of Finance

Reviewed by: Tiffany Farrell, Director of Corporate Services

Report No: CPS-51-2023

Subject: Fees and Charges By-Law 2024

Recommendation:

THAT Report CPS-51-2023, re: Fees and Charges By-law 2024 be received;

AND THAT the 2024 Fees and Charges By-law attached as Appendix 'A1' be approved.

Purpose:

The purpose of this report is to provide Council with the recommended municipal fees and charges for 2024 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 Middlesex Centre Notice By-law 2010-080, notice of intent to pass the Fees and Charges By-law has been posted on the municipal website at least once during the ten days prior to the intended date of passing. Staff posted notice of the proposed Fees and Charges By-law changes on the municipal website on Oct. 16, 2023. Additionally, staff advertised in the Oct. 25, 2023, edition of the Middlesex Banner and in the Oct. 27, 2023, municipal e-newsletter that the proposed 2024 Fees and Charges By-law would be presented to Council on Nov. 15, 2023.

Analysis:

Refer to the attachment (A1 - Fees and Charges By-law – Summary of Changes, 2023 to 2024 Comparison), which outlines the summary of changes by department.

Financial Implications:

Varying financial implications based on activity. When implementing fees, the intent is to recover the costs for the deliverable. A schedule of these fees is included in the 2024 Fees and Charges By-law.

Strategic Plan:

This matter aligns with following strategic priorities:

- Responsive Municipal Government

This report responds directly 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:

A1 - Fees and Charges By-law – Summary of Changes, 2023 to 2024 Comparison