



Town of Newmarket
395 Mulock Drive P.O. Box 328,
Newmarket, Ontario, L3Y 4X7

Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

2019 Fees & Charges Overview Staff Report

Report Number: 2018-45

Department(s): Financial Services

Author(s): Mike Mayes, Director, Financial Services

Meeting Date: December 10, 2018

Recommendations

1. That the report entitled 2019 Fees & Charges Overview dated December 10, 2018 be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Executive Summary

Purpose

The purpose of this report is to provide an overview of the reports related to 2019 fees and charges that have been presented to Council for approval.

Background

The annual update of fees and charges includes a review of market conditions, participation rates and external factors. The Service Pricing Policy (SPP), established in 2007, balances costs between user groups and taxpayers and allows for long-term financial sustainability. The proposed 2019 fees and charges adhere to the current SPP.

In a regular business planning and budget cycle, the Town's fees and charges updates are submitted in two streams: fees for Recreation & Culture, and Licensing for early approval in September; the remaining fees in late November or December. The goal is to have them become effective on January 1 of the new fiscal year.

For this reason, Financial Services report 2018-22, Delegated Authority for Fees/Charges, sought and was granted limited authority to approve fees and charges. Licensing Fees were updated on this basis (report 2018-31). Recreation & Culture Fees were not (report 2018-32) as they had exceptions to the limited authority and are being brought forward for direct Council approval.

Discussion

There are a number of reports on fees and charges. They are split by legislative authority and governance into manageable sections. The following is a summary of the relevant reports:

- Licensing Fees - 2018-31 (August 2, 2018)
- General Fees (Corporate Services, Public Works and Engineering) - Report
- Planning Act Fees - Report
- Fire Services - Report
- Building Permit Fees – Report
- Recreation & Culture Fees – Report
- Water and Wastewater Rates – Report
- Stormwater Rates – Report

Unless otherwise stated, all changes will be effective January 1, 2019.

Conclusion

Unless otherwise stated, all changes will be effective January 1, 2019.

Business Plan and Strategic Plan Linkages

This report links to Newmarket's key strategic directions in being Well Managed through fiscal responsibility.

Consultation

Advertisement on the Town of Newmarket's website has been provided for a three-week period in advance of the public meeting (Council on December 17). In addition, notice has been given through advertisement on the Town Page of the local newspaper in advance of Council's consideration of the fee adjustments. These fees and charges are being presented as part of the Special Committee of the Whole (Budget) meeting scheduled for December 10, 2018.

Human Resource Considerations

Not applicable.

Budget Impact

Adjustments to fees and charges being proposed at this time have been factored into the upcoming 2019 budget proposals. Further information on this will be available as part of the budget process.

The individual reports will recommend fees and charges that should allow them to achieve their cost recovery targets.

Attachments

None.

Approval

Mike Mayes, CPA, CGA, DPA
Director, Financial Services/Treasurer

Esther Armchuk, LL.B
Commissioner of Corporate Services

Contact

For more information on this report, contact: Mike Mayes at 905-953-5300 ext. 2102 or via e-mail at mmayes@newmarket.ca