

To: Warden and Members of County Council

From: Director of Corporate Services

Fees and Charges By-law Update

RECOMMENDATION

1. That Schedule “A” to By-law No. 4889-2007, being a by-law to impose fees and charges for services that the County of Oxford provides that are not covered through direct taxation, be amended as set out in Report No. CS 2021-32 entitled “Fees and Charges By-law Update”.

REPORT HIGHLIGHTS

- Fees and Charges By-law No. 4889-2007 is subject to an annual review to ensure the County's fees and charges remain relevant and cover costs

Implementation Points

Proposed fees and charges included on the amended Schedule “A” to By-law No. 4889-2007 as attached to this Report are to take effect January 1, 2022.







Financial Impact

The proposed fees and charges will be reflected in the 2022 preliminary budget.

Communications

The 2022 approved fees and charges will be posted on the County' website for public information. A copy of the fees and charges will be circulated to area municipalities and water/ wastewater billing agents. The local development community will be advised of increase to planning and engineering fees and Woodingford Lodge Resident Council will be informed of increases to fees related to visitor/family meals and haircare for residents.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
		3.iii.			

DISCUSSION

Background

At the regular meeting of Council held November 28, 2007, By-law No. 4889-2007, being a by-law to impose fees and charges for services that the County of Oxford provides, was passed. The By-law includes a requirement for review of the fees and charges on an annual basis.

Comments

All County departments have been asked to review the fees and charges associated with the services they provide for reasonableness and to consider any new services that may warrant a user fee or charge.

Attached as Attachment No. 1 is Schedule "A" to By-law No. 4889-2007, as approved in September 2020 for fees and charges applied in 2021 (see column entitled "Approved 2021 Rate"), with proposed amendments for 2022 identified in red print. Staff is seeking Council's approval of all fees and charges listed in the column entitled "Proposed 2022 Rate".

The following provides explanation for the more significant amendments:

Paramedic Services

Increase in event coverage user fees to reflect increase in wage costs from 2021 to 2022. Additional costs for on-duty paramedics arise from providing special event coverage and these fees will assist in covering the County's costs incurred for such services.

Planning

Fees for planning services have historically been indexed annually based on the year over year increase in the consumer price index (CPI)¹ and rounded to the nearest \$5.00 increment. The planning services fees for 2022 are proposed to increase by CPI¹ over 2021 rates.

Facilities

A new fee for filming on County property or inside a County facility is proposed. Basic fee for use of a site for filming purposes by an external party. The minimum charge will be increased based on factors such as type of facility, and how much of the site/facility will be used for

¹ CPI increase used for the purpose of updating the fees contained in the report is based on the year over year increase of 3.1% as of June 2021

filming. Increases above the minimum charge will be approved by the Manager of Engineering Services.

Engineering Services

A new fee for reviewing applications to connect for water and wastewater services is proposed. Currently there is no fee for this type of review. A charge of \$50 is proposed as a fair representation of staff time involved in these applications.

Waste Management

Disposal of material at the landfill has been increased by CPI ¹, consistent with previous years. Flat rate tipping fees (weigh scale is offline) increased by new tipping fee rate multiplied by the average gross weight for each vehicle type.

Wastewater Treatment

Recommend a yearly increase to adjust for inflation and treatment costs for general hauled septage and hauled wastewater.

Water and Wastewater

Various water and wastewater fees are proposed to increase to reflect the actual cost of delivering the service.

Cost of rain barrel are proposed to increase to reflect the increasing cost of the goods. The selling price has remained constant for a number of years, however the underlying cost of the good has escalated. At the proposed selling price, the merchandise continues to be sold at or below cost.

Woodingford Lodge

Fees for haircare are proposed to increase by the annual CPI ¹ increase. These fees are collected from residents based on services rendered and either paid to a contracted service or retained by Oxford County to offset salaries and benefits, whichever the case may be.

Other fees have been updated to reflect increased costs to the County for providing these services.

Conclusions

The proposed fees and charges as presented under this Report will be charged directly to users in 2022 to compensate for use of County provided services and materials.

SIGNATURES

Report Author:

Original signed by

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Director of Corporate Services

Approved for submission:

Original signed by

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Chief Administrative Officer

ATTACHMENT

Attachment No. 1 – Schedule “A” to By-law No. 4889-2007, as amended