

# STAFF REPORT TO COUNCIL

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**DATE:** January 10, 2020

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** Kris Dalio, Director of Finance

**SUBJECT:** Fees and Charges Bylaw – Housekeeping Items

**ATTACHMENT(S):** None

**RECOMMENDATION(S):**

That Council GIVES FIRST THREE READINGS to “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004, Amendment Bylaw No. 9101, 2019”.

**PURPOSE:**

This report is provided to Council to seek approval to amend the Comprehensive Fees and Charges Bylaw.

**STRATEGIC PRIORITIES:**

Fees and charges rate structures supports Council’s Priorities of “Sustainable Fiscal Management”, “Sustainable Infrastructure” and “Organizational Excellence”.

**OTHER CONSIDERATIONS:**

Council approved an amendment to the Fees and Charges Bylaw in December of 2019. Upon implementing changes into the City’s systems, Administration found a few items that were not updated as intended in the December amendment. The items listed below are corrected in Bylaw #9101 to properly reflect what was presented to the Finance and Audit Committee and Council.

*Schedule A-9 – Sanitary Sewer*

The flat rate charges per month for Strata properties were not reflected with the proper increase. They have been updated to be the same cost as a Multiple Family Dwelling and have been blended into the same line on Schedule A-9 to prevent the same error from occurring in the future.

Under Section 2 “Metered User Rates” Administration has more clearly defined the new sewer capacity charge by detailing what pipe sizes are associated with which water meter sizes. Also, the new capacity charge for the 4” pipe size serviced by 0.75” and 1” meters was to have a reduced cost

in 2020 and phased in to full cost for 2021 – 2023. The full cost for the 2021 – 2023 years were not reflected properly and this correction has now been made.

Schedule B-3 – Prince George Conference and Civic Centre

The table titled “Contractor Fees” - B-3(f) has been changed to reinforce that all external contractors will now be subject to the fee increases that have been applied to the Fees and Charges Bylaw in future years.

Schedule B-6 – Parks and Recreation

The 2020 Adult Hourly Sports Fields rental rate for City Sports fields was meant to be in line with the School District #57 sports fields rental rates and should have been included at \$18.00/hour, but was incorrectly entered at \$27.00/hour. Research of peer communities identifies that the corrected rate is on par with the average rental rate for this class.

**SUMMARY AND CONCLUSION:**

Administration is asking Council to approve the amendment to the Fees and Charges Bylaw.

**RESPECTFULLY SUBMITTED:**

Kris Dalio, Director of Finance

**APPROVED:**

Kathleen Soltis, City Manager

Meeting Date: 2020/01/20

### Report Approval Details

Document Title:	Fees and Charges Bylaw – Housekeeping Items.docx
Attachments:	
Final Approval Date:	Jan 11, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "K. Soltis". The signature is written in a cursive, flowing style.

**Kathleen Soltis - Jan 11, 2020 - 12:25 PM**