



Report to: General Committee - Finance & Admin.

Report Date: January 12, 2008

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**SUBJECT:** User Fees & Service Charges Increase  
**PREPARED BY:** Andrea Tang, Manager, Financial Planning

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**RECOMMENDATION:**

That the report dated January 12, 2008 entitled "User Fees & Service Charges Increase" be received;

And that all applicable User Fees & Service Charges (within By-law 2002-276) be increased to reflect the change in the Consumer Price Index of 3.7% (Toronto All Items September 2007-2008) and rounded to the nearest half dollar;

And that all applicable License Fees (within By-law 2002-284) be increased to reflect the change in the Consumer Price Index of 3.7% (Toronto All Items September 2007-2008) and rounded to the nearest half dollar;

And that the increases in the User Fee & Service Charges and License Fees will be effective March 1<sup>st</sup>, 2009; totaling approximately \$87,500 (\$105,000 annualized) to be included in the 2009 Operating Budget;

And that the Director of each respective department be authorized to set future increases annually based on the change in the Consumer Price Index (Toronto All Items September-September) with such increases effective January 1 and rounded to the nearest half dollar;

And that By-law 2002-276, a by-law to impose fees and charges for services or activities provided or done by the Town of Markham, be amended to reflect the increase in rates;

And that By-law 2002-284, a by-law to impose fees and charges for licences provided by the Town of Markham, be amended to reflect the increase in rates;

And that notice to the public be provided in accordance with By-law 2002-275, a by-law to prescribe the form, manner and times for the provision of reasonable notice.

And further that Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

The purpose of this report is to obtain authority from Council to increase user fees and service charges and licence fees, within the User Fee By-law & Licencing By-law, by CPI (rounded to the nearest half dollar) on an annual basis.

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**BACKGROUND:**

As part of the E3 revenue initiative, staff identified the opportunity to increase the user fees & service charges and licence fees by CPI on an annual basis; with the exception of the user fees where such approval has been previously obtained in areas such as Recreation, Fire Services, Museum, Arts Centre, Theatre, Development Services, and Waterworks.

This initiative was presented to the E3 Council Steering Committee on October 28<sup>th</sup> and staff obtained the endorsement from the E3 Council Steering Committee to proceed with this proposal.

**OPTIONS/ DISCUSSION:**

The E3 initiative is to increase the user fees & service charges and license fees within the user fee by-law and the licensing by-law by CPI on an annual basis.

Recreation, Fire Services, Museum, Arts Centre, Theatre, Development Services, and Waterworks have previously obtained Council approval to increase the fees by CPI annually. Appendix A outlines the remaining fees/services that are yet to receive such approval. The summary also outlines the current average rate and the 2009 average rate with the CPI increase of 3.7%.

Council previously approved Library fee increases in 2006 and 2007. As a result, Library staff recommends that fees remain at the same level in 2009 on the basis that the fees are comparable to other municipality rates.

For other fee increases in aligning to match the market rates, Staff will bring forward separate reports to seek Council authorization.

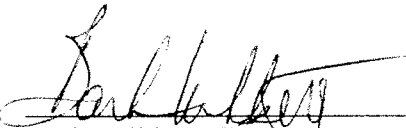
Notice of these new fees will be provided on the Town's website and on the Town page of the local Markham newspapers.

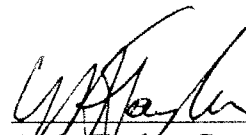
**FINANCIAL CONSIDERATION**

Based on the CPI increase of 3.7%, as outlined in Appendix A, additional revenues of approximately \$87,500 (\$105,000 annualized) will be generated and these increases will be incorporate in the 2009 Operating Budget.

**RECOMMENDED**

BY:

  
Barb Cribbett, Treasurer

  
Andy Taylor, Commissioner  
Corporate Services

**ATTACHMENTS:**

Appendix A – Fee By-Law CPI Impact

Appendix A

Department	Fee Type	\$ Current Average Rate	\$ 2009 Average Rate	\$ Increase in rate	2008 Budget	Annualized Increase	2009 Impact
Financial Services	Financial Services Administration Fee	115.00	119.50	4.50	517,162	19,135	15,946
	Income Tax Receipt Admin Fee	15.00	15.50	0.50	1,500	56	46
	Non-Property Tax Charge	30.00	31.00	1.00	12,800	474	395
	NSF Cheque Service Charge	30.00	31.00	1.00	30,000	1,110	925
	Ownership Change Admin Fee	25.00	26.00	1.00	176,750	6,540	5,450
	Purchasing Tender Bids	31.25	32.50	1.25	30,000	1,110	925
	Tax Certificates	50.00	52.00	2.00	209,000	7,733	6,444
<b>Total Financial Services</b>						<b>36,157</b>	<b>30,131</b>
Legal	Legal Agreements	1,595.00	1,654.00	59.00	191,880	7,100	5,916
Legislative Services	Animal Licences	26.36	27.50	1.14	100,000	3,700	3,083
	Commissioner of Oath	20.00	20.50	0.50	14,000	518	432
	Compliance Fees	78.00	81.00	3.00	8,000	296	247
	Marriage Fees	175.00	181.50	6.50	249,000	9,213	7,678
	Meeting Notice Fees	2.25	2.50	0.25	10,000	370	308
	Miscellaneous Fees	205.00	212.50	7.50	8,000	296	247
	Sign Permits	204.00	211.50	7.50	65,000	2,405	2,004
	Vital Statistics	25.00	26.00	1.00	88,000	3,256	2,713
	Adult Entertainment Licences *	3,000.00	3,111.00	111.00	1,000	37	31
	Body Rub Licences *	3,833.00	3,975.00	142.00	95,000	3,515	2,929
	Business Licences *	255.00	264.50	9.50	460,000	17,020	14,183
	Mobile Vendors *	500.00	518.50	18.50	5,000	185	154
	Refreshment Vehicle Licences *	400.00	415.00	15.00	15,000	555	463
	Taxi Licences *	764.00	792.50	28.50	303,000	11,211	9,343
	Tow Truck Licences *	175.00	181.50	6.50	70,000	2,590	2,158
<b>Total Legislative Services</b>						<b>55,167</b>	<b>45,973</b>
Waste	Developer Agreement Kit	25.00	26.00	1.00	30,000	1,110	925
	Sale of Blue Boxes	7.00	7.50	0.50	40,000	1,480	1,233
	Sale of Composters	28.00	29.00	1.00	3,500	130	108
	Sale of Green Bins	18.00	18.50	0.50	40,000	1,480	1,233
	Sale of Kitchen Collectors	5.00	5.00	0.00	15,000	555	463
	White Goods Collection	9.00	9.50	0.50	50,000	1,850	1,542
<b>Total Waste</b>						<b>6,605</b>	<b>5,504</b>
<b>Grand Total</b>						<b>105,028</b>	<b>87,523</b>

\* Part of Licencing By-law