



**City of Lloydminster
Request for Decision (RFD)**

Subject Matter: Bylaw No. 28-2023 Fees and Charges Bylaw

Department: Office of the City Clerk

Presented By: Shannon Rowan

Council Meeting Date: December 11, 2023

Recommendation:

That Council grant second reading to Bylaw No. 28-2023 Fees and Charges Bylaw.

That Council grant third and final reading to Bylaw No. 28-2023 Fees and Charges Bylaw.

Issue: In an effort to provide easier access for citizens to the fees and charges applicable across all City departments, Administration is proposing the Fees and Charges Bylaw as a consolidated reference document.

Background: Administration has taken all fees and charges from bylaws, policies, and Council resolutions, and consolidated them into the one bylaw. Every year as part of the budget process, Administration will review fees and bring forward any fee amendments that are required as part of the budget.

No changes have been made to the bylaw since it received first reading at the November 20, 2023 Regular Council meeting.

Options:

1. That Council approve all motions as indicated in the Recommendation above.
2. That Council not approve Bylaw No. 28-2023 Fees and Charges Bylaw.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. Providing a single reference point for fees and charges that is reviewed annually simplifies budgeting, streamlines the review process, and delivers good governance through transparency and improved customer service.

Legal Review: Providing a single reference point for fees and charges that is reviewed annually simplifies budgeting, streamlines the review process, and delivers good governance through transparency and improved customer service.

Governance Implications: The Fees and Charges Bylaw will amend the Business Licence Bylaw, Cemetery Management Bylaw, Domestic Animal Bylaw, Fire Services Bylaw, Landfill Use Bylaw, Refuse Collection Bylaw, Stormwater Utility Bylaw Amendment, Stormwater Utility Bylaw, Taxi & Vehicle for Hire Bylaw, Utility Bylaw, Recreation and Cultural Services Fees Policy, and License of Occupation Policy. The following will be repealed: Plumbing and



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Drainage Bylaw Amendment, Assessment and Taxation Information Fee Bylaw, Assessment Review Board Complaint Fee Bylaw, Utility Rate Bylaw, Taxi & Vehicle for Hire Bylaw Amendment, Development Fee Schedule Bylaw, Development Fee Schedule Bylaw Amendment.

Budget/Financial Implications: Incorporating the review of fees and charges into the annual budget process reduces redundancy and creates efficiencies.

Environmental Implications: N/A

Report Approval Details

Document Title:	Bylaw No. 28-2023 Fees and Charges Bylaw .docx
Attachments:	- Fees and Charges Bylaw - DRAFT.docx - Fees and Charges Schedule - DRAFT.pdf
Final Approval Date:	Nov 21, 2023

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

Doug Rodwell

Dion Pollard