



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

**Subject Matter: Bylaw No. 01-2024 Fees and Charges Bylaw Amendment**

**Department: Office of the City Clerk**

Presented By: Shannon Rowan

**Council Meeting Date: February 5, 2024**

**Recommendation:**

That Council grant first reading to Bylaw No. 01-2024 Fees and Charges Bylaw Amendment.

That Council grant second reading to Bylaw No. 01-2024 Fees and Charges Bylaw Amendment.

That Council grant unanimous consent to consider Bylaw No. 01-2024 Fees and Charges Bylaw Amendment for a third and final reading.

That Council grant third and final reading to Bylaw No. 01-2024 Fees and Charges Bylaw Amendment.

**Issue:** To present Council with an amendment to the Fees and Charges Bylaw.

**Background:** Following the passing of Bylaw 28-2023 Fees and Charges Bylaw, it was noted that an amendment would be required in order to correctly reflect the GST applicable to some Planning and Development Fees, in addition to complete adjustments to the Recreational and Cultural Services Fees as highlighted in the attached schedules.

Administration is requesting that council grant all three readings and pass the bylaw in one meeting. This request is being made because the changes requested are minimal and reflect required practices, changes are minor in nature and to do so would be in keeping with the "red tape reduction" philosophy. Further, the granting of all three readings during one sitting not only reduces the administrative time required to bring the bylaw back for additional readings, but also reduces delays to when the City can charge appropriate fees.

**Options:**

1. That Council approve all motions as indicated in the Recommendation above.
2. That Council not approve Bylaw No. 01-2024 Fees and Charges Bylaw Amendment.
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. The completion of amendments to governance documents provides transparency and up to date information.

**Legal Review:** Legal review was completed on Bylaw 28-2023 Fees and Charges Bylaw.



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**Governance Implications:** Upon final approval of Bylaw 01-2024 Fees and Charges Bylaw Amendment, Schedules "D" and "E" of Bylaw 28-2023 Fees and Charges Bylaw will be replaced.

**Budget/Financial Implications:** Planning and Development Fees GST and Recreational and Cultural Services Fees will be amended.

**Environmental Implications:** N/A

**Report Approval Details**

Document Title:	Bylaw No. 01-2024 Fees and Charges Bylaw Amendment.docx
Attachments:	- Fees and Charges Bylaw Amendment - DRAFT.docx - Schedule D.pdf - Schedule E.pdf
Final Approval Date:	Jan 25, 2024

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

Doug Rodwell

Dion Pollard