

City of Mississauga
Corporate Report



<p>Date: August 21, 2020</p> <p>To: Chair and Members of Budget Committee</p>	<p>Originator's files:</p>
<p>From: Shari Lichterman, CPA, CMA, Commissioner of Community Services</p>	<p>Meeting date: October 7, 2020</p>

Subject

2021 Library Fees and Charges

Recommendation

1. That the Library Fees and Charges as outlined in Appendix 1 attached to the Corporate Report, dated August 21st, 2020 from the Commissioner of Community Services entitled "2021 Library Fees and Charges" be approved.
2. That User Fees and Charges By-law 0156-2019, as amended, be repealed effective at the end of December 31, 2020.
3. That a new consolidated fees and charges by-law, effective January 1, 2021, which will incorporate the approved fees and charges of various City departments, be enacted to incorporate and establish the new, revised, and existing Library fees and charges as outlined in the Corporate Report dated August 21st, 2020 from the Commissioner of Community Services entitled, "2021 Library Fees and Charges".

Background

The Mississauga Public Library Board (Board) reviews fees and charges annually and makes adjustments to contribute to cost recovery, create charges for new services, and removes charges for services that are no longer offered.

The 2020 Mississauga Library System (Library) fees and charges were approved by the Board on May 15, 2019. Subsequently, and as a result of the City of Mississauga's (City) Fees and Charges By-law Green Belt project in 2019, it was determined that moving forward the Library Fees and Charges Schedule should also be taken to Council for approval and inclusion into the City's Fees and Charges By-law. The recommended 2021 Library fees and charges in Appendix 1 were approved by the Board on May 20th, 2020 to be taken to Council as part of the 2021 Fees and Charges process. The 2021 fees and charges, if approved through this report, will be added into a new consolidated fees and charges by-law.

Comments

The Library exists to provide library services to meet the life-long informational, educational, cultural and recreational needs of all citizens. Fee and charge changes are only recommended after significant analysis is completed to balance the need for cost recovery against ensuring inclusivity of library services to all citizens. Based on a review of benchmarking, operational practices and current charges the following changes are recommended for the 2021 fee schedule (see Appendix 1):

- Removing obsolete pricing for 3D Printer set up and filament;
- Adjusting the non-resident library card fee from \$38.50 per card to \$40.00 to align with the per-capita cost of Library services provided to Mississauga residents;
- Increasing exam proctoring charges to \$50 for an individual and \$30 for a group per hour
- Increasing the PLA Filament and PVA Filament to \$0.10 and \$0.25 per gram respectively to help reduce the amount of cash handling as a result of non-rounded prices
- Adding a new charge for musical instruments and fishing rods that align with the charge for wireless hotspots

Financial Impact

Most changes to the Library's fees and charges are the result of housekeeping recommendations and have no financial impact. As a result of the proposed increase to non-resident fees, and exam proctoring a modest \$6,600 revenue budget increase is projected for the Library in 2020.

Conclusion

The Board reviews fines and fees annually and makes adjustments to contribute to cost recovery, create charges for new services, and removes charges for services that are no longer offered. As a result of the 2019 City of Mississauga's (City) Fees and Charges By-law Green Belt project, it was determined that moving forward the Library Fees and Charges Schedule should also be taken to Council for approval and inclusion into the City's Fees and Charges By-law. This report recommends a fee for the musical instrument and fishing rod lending program, an increase in non-resident fees to align with per capita Library costs to residents, increasing exam proctoring charges, rounding up the 3D printer filament costs to reduce cash handling, as well as removing some fees which are no longer applicable.

Attachments

Appendix 1: 2020 Library Fees and Charges



Shari Lichterman, CPA, CMA, Commissioner of Community Services

Prepared by: Jennifer Stirling | Director, Library