

City of Mississauga
Corporate Report



<p>Date: September 6, 2024</p> <p>To: Chair and Members of Budget Committee</p>	<p>Originator's files:</p>
<p>From: Geoff Wright, P.Eng, MBA, City Manager and Chief Administrative Officer</p>	<p>Meeting date: October 2, 2024</p>

Subject

2025 General Fees and Charges

Recommendation

1. That the General Fees and Charges outlined in Appendix 1 attached to the Corporate report dated September 6, 2024, from the City Manager and Chief Administrative Officer entitled "2025 General Fees and Charges", be approved.
2. That User Fees and Charges By-law 0199-2023, as amended, be repealed effective at the end of December 31, 2024.
3. That a consolidated fees and charges by-law, effective January 1, 2025, which will incorporate the approved fees and charges of various City departments, be enacted to incorporate and establish new, revised and existing fees and charges for the 2025 General Fees and Charges as outlined in Appendix 1 attached to the Corporate Report dated September 6, 2024 from the City Manager and Chief Administrative Officer entitled, "2025 General Fees and Charges".

Executive Summary

- General fees include meeting room rentals, inspections, audio visual technicians, zoning applications, licenses, certifications, court transcripts and business consultation inclusive of seminars and events for small businesses, etc.
- General fees and charges are reviewed annually to recover increased costs and respond to market conditions.
- No budget impact: The recommended 2025 General Fees and Charges has no impact on the 2025 Operating Budget.

Background

Each year, as part of the Business Plan and Budget development process, City staff review fees and charges imposed under the *Municipal Act, 2001*, S.O. 2001, c. 25. The General Fees and Charges include fees for general administrative services provided across departments. Fees and charges provide revenue to support services, which provide benefits to specific individuals and organizations, rather than all residents. By ensuring that fees and charges increase to maintain cost recovery ratios and cover cost increases, pressure on the City's tax levy requirements is reduced. If fees do not increase to cover costs, tax support for the program or service must increase and be paid by all residents rather than those who benefit from the service.

This report sets out the proposed fees and charges for 2025. The 2025 fees and charges, if approved through this report, will be added into a new consolidated user fees and charges by-law.

Comments

As part of the draft 2025-2028 Business Plan and Budget development process, staff reviewed the existing general fees and charges and are recommending certain fee adjustments which are set out in Appendix 1 to this report and are recommended to be included in the consolidated fees and charges by-law, effective January 1, 2025.

The majority of the proposed changes to existing fees are regular annual increases generally resulting from increased service costs or increases based on benchmarking with other municipalities.

The following fees are being introduced in 2025:

1) Economic Development

- NEW Growth ID Membership Dedicated Office for IDEA Square One Innovation Hub: A new version of office space is being created to accommodate the need seen in the past 18 months. Two of the focus rooms are being added to the monthly rental pool under this new category which will include a dedicated locker.
- NEW Key Replacement: In the instance where a Scale ID member has misplaced a key, this fee will be implemented to cover the cost of re-keying the lock and replacing the keys to the office affected.

2) NEW Additional Start ID member card/access card: Recognizing that some Start ID members require a pass for additional team members this new category was created to provide a lower cost and remove the need for an additional application process.

3) Legislative Services

- NEW Minor Variance and Consent Inactive File Fee: This fee will be charged for minor variance and consent files that are inactive for 12 months.

4) Revenue

- NEW Tax Sale Tenders: Tax Sale Tender packages are prepared with the individual property details that are advertised for tax sale. These packages are posted online for customers to purchase to submit a tender for the Tax Sale by Public Tender.

The following fees are being removed in 2025:

1) Information Technology

The following products are no longer available for sale, as the public has access to the data on the Open Data website:

- REMOVED Street Guide Book (per book)
- REMOVED Storm Sewer Book (per book)

2) Animal Services:

- Wildlife removed from house – Consolidated with Removal of Wildlife
- Quarantine (\$/day) - Consolidated with Per Diem Shelter Rate

3) Compliance and Licensing:

- VEHICLE POUND FACILITY (Deleted by By-law 0038-2024)

4) Mobile Licensing:

Services no longer provided as requirement within the Public Vehicle Licensing By-law was repealed:

- Defensive Driving Course
- Driver Examination Fee
- Orientation Course
- Training School Certificate Reprint
- Sensitivity Training
- Full Day Retraining
- Half Day Retraining

Financial Impact

The recommended 2025 General Fees and Charges has no impact on the 2025 Operating Budget.

Conclusion

The annual review of general fees and charges has resulted in a number of recommended fee adjustments to address service costs and service levels.

Attachments

Appendix 1: 2025 General Fees & Charges



Geoff Wright, P.Eng, MBA, City Manager and Chief Administrative Officer

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and Process Solutions