



## **The Corporation of the Town of LaSalle**

**To:** Mayor and Members of Council

**Prepared by:** Tano Ferraro, Manager of Finance/Deputy Treasurer

**Department:** Finance

**Date of Report:** November 10, 2023

**Report Number:** FIN-30-2023

**Subject:** Town of LaSalle 2024 Schedule of Fees

### **Recommendation**

That the report of the Manager of Finance/Deputy Treasurer dated November 10, 2023 (FIN-30-2023) regarding Town of LaSalle 2024 Schedule of Fees be received for information;

And that Council endorses the new fee schedule and directs administration to bring forward the fees and charges bylaw at a future regular meeting for Council adoption.

### **Report**

The Town of LaSalle operating budget leverages a variety of funding sources other than property taxes, including user fees, grants and recoveries. The Town's user fees and charges are reviewed annually to recover increased costs and respond to market conditions. Proposed changes are brought forward to Council for approval through the annual Schedule of Fees By-law.

Appendix A to this report lists the proposed 2024 Schedule of Fees including a comparison to prior year fees. Information relating to the changes on a departmental basis is found below:

#### **Finance and Administration**

Three (3) new fees including an Ownership Fee (\$30) and a new Roll creation fee (\$30), these fees would be charged to facilitate ownership updates and creating new roll numbers within the Town's records. The Town would be the fourth municipality in the area to charge these types of fees and be on the lower end with respect to the fee charge. In addition, a proposed Expedited Tax Certificate fee is proposed, a fee of \$150 to prepare a tax certificate within 2 business days. LaSalle is currently the only

municipality in Windsor-Essex County that does not charge this fee and the amount is consistent with neighbouring municipalities.

### **Council Services**

A minor increase of \$1.75 per search with respect to Ministry of Transportation searches.

### **Building**

Fee increases of 3.8% consistent with the year over year change in the annual Consumer Price Index as of September 30<sup>th</sup>.

### **Culture and Recreation**

The Culture and Recreation department has a significant amount of user fees relating to programming and facility rentals. Accordingly, research and analysis on internal costs and market conditions including comparisons to neighbouring municipalities has taken place and a 3% increase is proposed for town led aquatic activities, community programming activities, ice rentals, sport field rentals, and new fitness member packages. Information on proposed ice and sport field user fee increases has been provided to both ice and sport field user groups in advance to allow these organizations to prepare accordingly. The proposed fee structure for ice and sports field rentals continue to place LaSalle at or near the mid-point in comparison to our regional neighbours while providing a high level of service. There are also proposed increases of 10% to the hourly rental rates for our private rentals of pools, the multipurpose room, Riverdance, pavilions, and the Event Centre related to the rise of service delivery costs experienced within 2023 and expected cost increases in 2024. Finally, there is a proposed increase to our drop-in recreational swimming and skating fees of \$0.25, these fees go up every other year to keep increases to quarter dollar increments for ease of processing, and to keep pace with rising costs.

### **Public Works**

A few increases are proposed relating to operations to better reflect costs and market prices such as fees relating to hourly personnel rates and equipment rates. New fees relating to the use of specific equipment (example: excavator flail mower and road sweeper) are also proposed.

In addition, a proposed increase of \$1.50/month for water and wastewater capital charges as the Town continues to plan for infrastructure replacement. A proposed 2% increase in water consumption fees are also included. A review of water and wastewater consumption and capital charges concludes LaSalle has the second lowest fees in the County.

**Fire**

A proposed increase of \$10 to the fee of Residential Smoke/Carbon Monoxide Alarm installations as a result of increasing product costs.

**Planning and Development**

A new fee, Re-inspection related to regulatory by laws fee is proposed to be charged when re-inspections are required. If the re-inspection fee is approved it will help to incentivize owners to respond when by-law enforcement is required to attend their property, rather than ignoring the initial inspection visit. Both the City of Windsor and the Municipality of Leamington have adopted this measure and it has proven to work with much success.

**Consultations**

User fees are determined within departments with consultation from Finance.

**Financial Implications**

The user fee schedule

**Prepared By:**

Manager of Finance/Deputy Treasurer

Tano Ferraro

**Link to Strategic Goals**

1. Enhancing organizational excellence - Not Applicable
2. Strengthen the community's engagement with the Town - Yes
3. Grow and diversify the local economy - Not Applicable
4. Build on our high-quality of life - Not Applicable
5. Sustaining strong public services and infrastructure - Yes

**Communications**

Not Applicable

**Notifications**

Not Applicable

**Report Approval Details**

Document Title:	FIN-30-2023 2024 Town of LaSalle Schedule of Fees.docx
Attachments:	- 2024 Combined Fees.pdf
Final Approval Date:	Nov 20, 2023

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



Director of Finance/Treasurer

Dale Langlois



Chief Administrative Officer

Joe Milicia