



Report to County Council

From: Katherine Thompson, Manager of Administrative Services/Deputy Clerk

Date: June 25, 2024

Subject: Approval of Fees and Charges 2024

Recommendation(s):

THAT the report titled “Approval of Fees and Charges 2024” dated June 25, 2024, from the Manager of Administrative Services/Deputy Clerk be received and filed; and,

THAT the changes to fees and charges identified in “Schedule A” of the aforementioned report be approved and imposed to commence on June 25, 2024; and,

THAT the corresponding By-law be considered for approval by Council.

Introduction:

The County of Elgin Management Team and County staff annually review the fees and charges levied for administrative activities within each department to reflect cost recovery for materials, activities, and services. The attached by-law “Schedule A” reflects changes to fees and charges as recommended by the Management Team.

Background and Discussion:

Relevant Legislation:

- Subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law; and
- Section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and
- Section 10(1) of the *Municipal Act, 2001* provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and
- Section 10(2) of the *Municipal Act, 2001* provides that a municipality may pass by-laws respecting: in paragraph 7, Services and things that the municipality is authorized to provide under subsection (1); and

- Section 391(1) of the *Municipal Act, 2001* provides that a municipality may impose fees or charges on persons: (a) for services and activities provided or done by or on behalf of it; (b) for costs payable by it for services and activities provided or done by or on behalf of any other municipality or local board; and (c) for the use of its property including property under its control; and
- Section 69 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, provides that a council of a municipality may by by-law, establish a tariff or fees for the processing of applications made in respect to planning matters.

Proposed Changes:

Community and Cultural Services

Replacement cost for lost and damaged Yoto Players has increased from \$160.00 to \$210.00 - \$265.00.

The category called “Game Kits” has been changed to “Puzzles and Games”.

Yoto Player are kids' audio players with a programmable night light and clock, they include podcasts, family radio stations as well as endless hours of free stories, music, podcasts, and sleep sounds.

Land Division

Application for Consent fees have increased from \$1,250 to \$1,350.

Application for Validation fees have increased from \$1,250 to \$1,350.

Homes and Senior Services

Guest Room Accommodation has increased from \$55 to \$60.

Meals on wheels VON (already taken to Council; just an update in this document):

- Oct. 1/23 to Sept. 30/24 \$7.75/meal and \$3.75 for double portions
- Oct. 1/24 to Sept. 30/25 \$8/meal and \$4 for double portions

Meals on wheels WECHC (already taken to council; just an update in this document):

- Jan 5/24 – Jan. 4/25 \$7.75/meal and \$3.75 for double portions
- Jan.4/25 to Sept 30/25 \$8/meal and \$4 for double portions

Resident and Staff – Replacement Key – actual replacement cost ranges from \$10 - \$30.

Staff Replacement Name Tags increases from \$8.00 to \$9.00.

Loss/Replacement of Fob increases from \$11.50 to \$12.00.

Visitor meals:

- Full course meal lunch increases from \$10.00 to \$12.00
- Full course meals supper and breakfast increase from \$7.00 to \$8.00.
- Under the age of 5 years increases from \$2.50 to \$4.00.
- Volunteers increase from \$4.50 to \$6.50.
- Special events meals increase from \$15.00 to \$17.50.
- Volunteers increase from \$6.00 to \$7.50.

Diners Club pricing adjusted to be the same pricing WECHC Meals on Wheels

Valet this has been updated to indicate “as available”.

Terrace Lodge barber/hairdressing increases per chart below effective August 1, 2024.

Service	Current Pricing	Prices Effective August 1, 2024
Shampoo Only	\$7.00	\$7.00
Shampoo/Blowout	\$25.00	\$26.00
Conditioning Treatment	\$10.00	\$10.00
Ladies Cut only	\$22.00	\$23.00
Ladies Cut / Dry	\$23.00	\$24.00
Men's Cut	\$19.00	\$20.00
Men's Cut/Dry	\$20.00	\$21.00
Bang Trim	\$5.00	\$5.00
Beard Trim	\$7.00	\$7.00
Beard/Ears/Eyebrows/Nose	\$10.00	\$10.00
Set only (no shampoo)	\$22.50	\$23.50
Shampoo and set	\$25.00	\$26.00
Cut and set (no shampoo)	\$34.00	\$36.00
Comb Out & Curl with Iron	\$20.00	\$22.50
Shampoo/Perm /Set	\$65.00	\$67.50
Shampoo/Colour/Set	\$50.00	\$52.00
Foils (1/2 head)	\$38.00	\$42.50
Cut/Set/Curl	\$ 42.00	\$45.00
Shampoo/Cut/Set	\$ 38.00	\$40.00
Shampoo/Cut/Set/Curl	\$45.00	\$47.50
Shampoo/Colour/Cut/Set	\$ 60.00	\$62.50
Shampoo/Perm/Cut	\$68.00	\$70.00
Shampoo/Perm/Cut/Set	\$ 77.00	\$80.00
Braids/Up do	\$10.00	\$10.00

Financial Implications:

Fees and charges are imposed through the Fees and Charges By-law are on a cost recovery basis.

Alignment with Strategic Priorities:

Serving Elgin	Growing Elgin	Investing in Elgin
<input type="checkbox"/> Ensuring alignment of current programs and services with community need. <input type="checkbox"/> Exploring different ways of addressing community need. <input type="checkbox"/> Engaging with our community and other stakeholders.	<input type="checkbox"/> Planning for and facilitating commercial, industrial, residential, and agricultural growth. <input type="checkbox"/> Fostering a healthy environment. <input type="checkbox"/> Enhancing quality of place.	<input type="checkbox"/> Ensuring we have the necessary tools, resources, and infrastructure to deliver programs and services now and in the future. <input type="checkbox"/> Delivering mandated programs and services efficiently and effectively.

Local Municipal Partner Impact:

None.

Communication Requirements:

A copy of the approved by-law will be posted on the County of Elgin website and circulated to all departments.

Conclusion:

This report recommends that the increases to fees and charges requested by departments be implemented, and that the County's Fees and Charges By-law be amended to reflect cost recovery.

All of which is Respectfully Submitted

Approved for Submission

Katherine Thompson
Manager of Administrative Services/Deputy Clerk

Blaine Parkin
Chief Administrative Officer/Clerk