

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: November 25, 2024

TO: Mayor and Council

FROM: Candice Gartry, Director, Financial Services

SUBJECT: 2025 Fees and Charges Bylaw, 2024, No. 2514

RECOMMENDATIONS

THAT Council:

1. Receive the November 25, 2024, corporate report from the Director of Financial Services, titled “2025 Fees and Charges Bylaw, 2024, No. 2514” and
 2. Give first, second and third readings to Bylaw, 2024, No. 2514.
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EXECUTIVE SUMMARY

Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish municipal fees for services, for the use of municipal property, and/or to exercise the authority to regulate, prohibit or impose requirements.

Annually, City Staff review the fees and charges bylaw to ensure that fees charged recover the cost of providing the services. For 2025, the increases proposed are generally inflationary except for some fees where it has been determined that the City is not fully recovering related costs. Additionally, some new fees were added.

It is recommended that the fees proposed in the 2025 Fees and Charges Bylaw, 2024, No. 2514 be approved for the 2025 fiscal year and given first, second, and third readings.

INTRODUCTION/BACKGROUND

Annually, City Staff review the fees and charges bylaw to ensure that fees charged recover the cost of providing the services. For 2025, the increases proposed are generally inflationary based on a rate of 3% except for some fees where it has been determined that the City is not fully recovering related costs. Additionally, new fees were added.

The following **new** fees are proposed to recover the costs for services the City provides:

Table 1 – New Fees

Item	Proposed Fee
Centennial Park Leisure Centre (Schedule I):	
Stage Rentals	
Stage Rental – Not for Profit – inclusive of labour	900.00
Stage Rental – Commercial	2,000.00
Stage Rental – Damage Deposit	1,000.00
Labour for Commercial Stage Rental <i>(Increased requests from non-profit organizations to rent the SL50 stage)</i>	750.00
Water Services (Schedule B):	
Damage Deposit for Temporary Water Service	500.00
Water Meter Data Log Fee	60.00

The following fees were increased beyond an inflation rate of 3% to better align with the actual cost of providing the service:

Table 2 – Fees increase beyond an inflation rate of 3%

Item	Previous Fee	Proposed Fee
Recreation and Culture (Schedule J):		
Attendant Fee	33.00	35.00

The following item was decreased:

Table 3 – Decreased Fees

Item	Previous Fee	Proposed Fee
White Rock Community Centre – Facility Rental (Schedule H):		
Presentation Room ABC with Lobby		
Statutory Holiday (min 2 hours) <i>(Decreased as no demand for this space on statutory holidays)</i>	247.00	241.00

The following fees were moved from the Water Services Bylaw to the Fees and Charges Bylaw to be with the other utility fees and charges such as storm and sewer. They have also either been increased by an inflation rate of 3%, removed or aligned with other fees as noted in the table that follows.

Table 4 – Fees related to water services

Item – Water Services (Schedule B):	Previous Fee	Proposed Fee
Application to Confirm Serviceability – Single Family and Duplex	464.00	478.00
Application to Confirm Serviceability – Multi-Family and Non-Residential	3,593.00	3,701.00
Application to Confirm Serviceability – Subdivision Development	At Cost	At Cost
5/8” to 1” meter Connection Fee <i>(Decreased to better align with the storm and sewer connection fees)</i> NOTES: * When customers request connections, if fees paid previously are less than what is stated in this bylaw, the difference between the fees collected and the current fee will be required to be paid before installation of the connection. * If the cost of providing and laying the connection exceeds the fee collected for the service, such additional costs will be invoiced to the property owner.	8,240.00	8,000.00
All other meter size Connection Fee	At Cost	At Cost
Damage Deposit for Hydrant use <i>(Increase to align with cost of potential repairs)</i>	781.00	1,500.00
Temporary Water Connection to Hydrant or Standpipe per day	58.00	60.00
Unauthorized Use of a Fire Hydrant and/or Standpipe	115.00	118.00
Removal of Unauthorized Water Meter	115.00	118.00
Back-flow Prevention Test Report Filing Fee	38.00	39.00
Testing of Back-flow Prevention Device per device	290.00	299.00
Non-Compliance Backflow Prevention Device <i>(Original intent to be a fine but it is not in the Ticketing for Bylaw Offenses Bylaw. Removed for now and will be reviewed and added as an amendment to Water Services Bylaw and Ticketing Bylaw in 2025 by Engineering Department.</i>	115.00	Removed
Water Meter Testing Fee	168.00	173.00
Special Meter Readings (readings outside of regular quarterly readings)	63.00	65.00
Temporary Water Service Connection	153.00	158.00
Meter Removal and Disconnection	153.00	158.00
Water Turn Off / Water Turn On	80.00	82.00
One Day Water On/Off Fee	58.00	60.00
Water Restriction Exemption Permit	58.00	60.00
Restriction of Water Use - Violation	58.00	60.00

The following fees were removed:

Table 5 – Removed Fees

Item	Current Fee
<p>Engineering and Municipal Operations (Schedule B): Kitchen Bags – large (lined) – per 5 pack 7.10 Kitchen Bags – small (lined) – per 10 pack 5.70 Yard – per 5 pack 4.90 <i>(Removed as redundant, residents are not buying these items and they are available at supermarkets and other retail stores.)</i></p> <p>Curbside Blue Recycling Box 10.00 Curbside Red Recycling Box 5.50 <i>(Removed as each current household should have one and they are given out free of charge to new owners or to replace damaged boxes.)</i></p>	
<p>Centennial Park Leisure Centre (Schedule I): Advertising Boards - Pickleball Courts, per season (Apr-Mar) private 453.00 <i>(Removed as the Pickleball Club is a non-profit organization now so private fees no longer required).</i></p>	
<p>Photocopies, Mapping and Computer Information (Schedule L): Annual Report – Black and White 5.50 Annual Report - Colour 11.00 <i>(Removed as redundant. Report is available online and no longer receiving requests for paper copies)</i></p>	

FINANCIAL IMPLICATIONS

Reviewing the Fees and Charges Bylaw annually and adjusting, removing, or adding fees where needed, ensures that the City’s fees and charges are appropriate and remain in line with the cost of providing the services. The impact of the proposed fees will be incorporated into adjustments to revenues in the 2025 budget process.

OPTIONS / RISKS / ALTERNATIVES

The following alternate options are available for Council’s consideration:

1. Not endorse the proposed 2025 Fees and Charges Bylaw, 2024, No. 2514, which would result in the City’s fees falling below the cost of providing the services.

CONCLUSION

Annually, City Staff review the fees and charges bylaw to ensure that fees charged are appropriate, necessary and recover the cost of providing the services. For 2025 the fees were generally increased by inflation and others were adjusted to align with the cost of providing or

delivering the service. The proposed changes have been incorporated into the 2025 Fees and Charges Bylaw, 2024, No. 2514 for the Council's consideration.

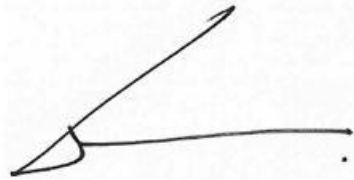
Respectfully submitted,



Candice Gartry, CPA, CGA
Director, Financial Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: 2025 Fees and Charges Bylaw, 2024, No. 2514