

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: April 30, 2024
FROM: Danielle Whiteway, Chief Financial Officer	MEETING: Financial & Administrative Services Committee
REPORT WRITER: Kristine Kimpe, Financial Business Advisor	
SUBJECT: Bylaw Amendment C-1395N Fees, Rates and Charges Bylaw	

RECOMMENDATIONS

That the Financial & Administrative Services Committee recommends:

Council gives three readings to Bylaw C-1395N being an amendment to the Fees, Rates and Charges Bylaw.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

At the April 22, 2024, City Council meeting, the following motion was passed:

- “1. Approve Policy 622, being the Sidewalk Patio Program Policy; and
2. Direct Administration to draft an amendment to the Fees, Rates, and Charges Bylaw to add an application fee for the Sidewalk Patio Program.”

BACKGROUND

At the City Council meeting April 24, 2024, Council approved Policy 622, being the Sidewalk Patio Program policy.

Upon passing of the policy, Council directed Administration to update the Fees, Rates and Charges Bylaw to reflect the approval of the associated fees.

A new fee will be added to reflect Council’s approval of Policy 622 in Schedule “A”, under the “Land” subsection of the “Planning and Development” section.

With the abovementioned changes required in the Fees, Rates and Charges Bylaw, Administration undertook a secondary review of all the rates referenced in the bylaw and noted an opportunity to provide clarity to Schedule “A”, “Low Income Transit” section and Schedule “A” “Transit” section. The changes noted under the “Low Income Transit” section and the “Transit” section are administrative in nature and are being proposed to align with current practice and to provide clarity. There are no proposed changes to the fee amounts for these areas.

ANALYSIS

Relationship to City Council's Areas of Focus / Strategic Priorities

Policy 622, being the Sidewalk Patio Program Policy, supports Council's Strategic focus on Innovative Efficiency & Economic Readiness - Developing and executing actions that foster a strong and resilient local economy.

Environmental Impact

There are no environmental impacts associated with this report.

Economic Impact

Implementing a sidewalk patio program can stimulate economic growth by revitalizing commercial areas.

Social Impact

A sidewalk patio program can have a positive social impact by creating communal spaces that encourage social interaction, fostering a sense of community among residents and visitors, promoting inclusivity through accessible design, and enhancing the overall quality of life by providing inviting outdoor environments for leisure and connection.

Relevant Statutes / Master Plans / City Documents

Associated bylaw referenced herein.

Municipal Government Act (MGA)

Risk

Should an amendment of Bylaw C-1395N not pass, the Fees, Rates, and Charges Bylaw would not reflect Council's approval of Policy 622, being the Sidewalk Patio Program Policy, and as such would not technically be able to implement the decision.

No other risks are identified.

Alternatives (Optional)

Direct Administration to bring back alternate recommendations.

STAKEHOLDER ENGAGEMENT

Consultation with relevant internal departments occurred through Finance's review of the Fees, Rates and Charges Bylaw prior to the proposed amendments.

BUDGET / FINANCIAL IMPLICATIONS

Minimal budget or financial implications exist. Fees and charges revenue will be considered for inclusion in the annual budget process.

SUMMARY / CONCLUSION

Administration recommends that Committee and Council approve:

Give three readings to Bylaw C-1395N being an amendment to the Fees, Rates and Charges Bylaw.

ATTACHMENTS

Attachment 1 – C-1395N Amendment to the Fees, Rates and Charges Bylaw

Attachment 2 – Draft Bylaw C-1395N with noted amendments to Schedule “A”.