



# Staff Report to Council

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**DATE: Monday, April 7, 2025**

**DEPARTMENT: Building**

**SUBJECT: Bylaw No. 2121 – Building Fees**

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## EXECUTIVE SUMMARY

The purpose of this report is to introduce a revised Bylaw No. 2121 which corrects the fee schedule for Building Permit applications from an earlier draft of Bylaw No. 2121 which Council has given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading. The proposed new fee schedule includes the 5.5% increase over the current schedule as intended in the original draft.

## BACKGROUND:

At the Regular meeting of February 25, 2025, Council's Community Advisory Committee reviewed a report and Bylaw No. 2121 with respect to increasing Building Permit fees. A recommendation from that Committee meeting was received by Council at Council's Regular meeting of Monday, March 3<sup>rd</sup> and Bylaw No. 2121, as drafted, was given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

After the March 3<sup>rd</sup> meeting of Council, it was determined that the fee increase percentage based on inflation had not been properly applied to the fee schedule attached to Bylaw No. 2121 as initially drafted.

## COMMENTARY:

Council may now wish to correct the fee schedule for building permit fees by rescinding 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> reading for Bylaw No. 2121 and giving 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading to Bylaw No. 2121 as amended to include fee increases in accordance with inflation.

## FINANCIAL IMPLICATIONS:

Increasing development application fees will mean that a greater percentage of the cost of processing development services fees are borne by the applicant, and less by the general taxpayer.

**LEGAL IMPLICATIONS:**

There are no legal implications with respect to the proposed bylaw amendments. The City is permitted, under the *Local Government Act*, to collect fees in compensation for services such as applications to amend the Official Community Plan, rezoning, Development Permits, Development Variance Permits, Building Permits, Temporary Use Permits and Sign Development Permits.

**STRATEGIC PLAN ALIGNMENT:**

5bi – *Ensure that all Budgets are Fiscally Sustainable*. Ensuring that sources of revenue are not eroded by inflation aids in ensuring that the City’s budget is sustainable.

5g – *Maintain the City’s long-standing corporate efficiencies*. Including these adjustments ensures that the work required by staff is funded proportionally by those utilizing the service rather than by general revenue.

**OPTIONS:**

**Option 1**

THAT Council rescind 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings of Bylaw 2121 as given on March 3<sup>rd</sup>, 2025 and give 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings to Bylaw 2121 as amended.

**OR Option 2**

THAT Council take no action at this time with respect to Bylaw No. 2121 at this time.

**SUBMITTED BY:** Matthew Baldwin, RPP, MCIP, Director of Development Services

**Concurrence:** Melisa Miles, Manager of Legislative Services

**Concurrence:** Donna Petrie, Senior Manager of Communications & Economic Development

**Concurrence:** Wolfgang Schoenefuhs, Parks Planner

**Concurrence:** Leah Stohmann, RPP, MCIP, Director of Community Planning and Climate Change

**Concurrence:** Trevor Auger, Deputy Director of Engineering Construction

**Concurrence:** Michael Dillabaugh, CPA, CA, Director of Finance

**Concurrence:** Marie Watmough, Director of Legislative & Protective Services

**Concurrence:** Darren Kiedyk, Chief Administrative Officer

Attachments: Bylaw 2121