



BYLAW 10-23 – FEES, RATES, AND CHARGES BYLAW AMENDMENTS

Purpose

The purpose of Bylaw 10-23 is to amend Fees, Rates, and Charges Bylaw 09-23 by deleting individual charges and penalties for each category under Utilities and combining those charges and penalties to be applicable to the entire Utilities category; and other textual amendments.

Readings

This Bylaw is ready for three readings.

Report, Analysis and Financial Implications

A review of Schedule 'A' of the Fees, Rates, and Charges Bylaw 09-23 revealed a transposing error under the Waste Services category. Three (3) charges and a penalty were not copied over from the red lined version presented to Council on November 23, 2022 into the final version of the Schedule that was approved by Council at the same meeting. These charges were listed in the final version without the amounts provided. The charges and the penalty were:

- Service charge (for change in service);
- Arrears Notice (5 working days after penalty date);
- Transfers to taxes (2 weeks after date of arrears notice); and
- Penalty rate on Utilities Receivable in arrears.

Currently Schedule 'A' of Bylaw 09-23 lists the same two charges and penalty rate for Utility Service under three (3) individual categories of utilities:

- Water Services;
- Sanitary Services;
- Storm Sewer Services; and

a fourth category under Waste Services, which was listed with no amounts inserted.

The charges and penalty rate are:

Fee	2023 Fee	Unit of Measure
Arrears Notice (5 working days after penalty date)	\$35.00	Per occurrence
Transfers to taxes (2 weeks after date of arrears notice)	\$50.00	Per occurrence
Penalty rate on Utilities Receivable in arrears	4.0%	Bi-monthly

Having these charges and penalty rate under each type of utility service makes it possible to misinterpret the Schedule and infer that utility accounts would be charged upwards of four (4) times on one utility bill. In actuality, this does not occur and utility accounts are only charged once for the applicable charge or penalty.

To provide further transparency to ratepayers the timelines associated with the Arrears Notices and Transfers to Taxes charges will be updated to reflect the current process followed by the Finance business centre as shown in the following chart:

Fee	2023 Fee	Unit of Measure
Penalty rate on Utilities Receivable in arrears	4.0%	Bi-monthly
Arrears Notice (60 after Billing Notice date)	\$35.00	Each
Transfers to taxes (80 days after Billing Notice date)	\$50.00	Each

Bylaw 10-23 further addresses the following:

- inserting the words “After business hours” under the Cemetery Services category for the fee titled “Full Casket Interments – Saturday/Sunday/Holiday Funerals and any day after 4 PM”;
- making textual amendments to the “Outdoor Playing Field Classifications” list;
- inserting the current fee of \$25.00 under Waste Services for the “Service charge (for change in service)” that was missed in the transposing of the final Schedule ‘A’;
- replacing all instances of ‘Sr’ with the word ‘Senior’ throughout the bylaw;
- expanding to the full and proper name the first occurrence of all acronyms under the “Meeting Rooms / Multi purpose Spaces Classification” list;
- deleting all instances of the word “Pason” and replacing it with “Okotoks” as the correct name for this Town owned facility is the “Okotoks Centennial Arenas” as of July 2022. As well as deleting any ‘P’ in any acronym that is meant to represent the word ‘Pason’ and replacing it with the letter ‘O’.

Strategic Plan Goals

<input type="checkbox"/>	Responsibly Managed Growth	<input type="checkbox"/>	Demonstrated Environmental Leadership
<input type="checkbox"/>	Strong Local Economy	<input type="checkbox"/>	Enhanced Culture & Community Health
<input checked="" type="checkbox"/>	Organizational Excellence		

Public Hearing / Participation Strategy

n/a

Alternatives for Consideration

n/a

CAO Comments

I support these recommended bylaw changes.

Attachment(s)

1. Draft Bylaw 10-23 – Fees, Rates, and Charges Amendment
2. Bylaw 09-23 Schedule ‘A’ red lined version

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 January 17, 2023