



City of Port Moody

Report/Recommendation to Council

Date: January 20, 2021
Submitted by: Community Development Department – Building, Bylaw, and Licensing Division
Subject: Fees Bylaw Amendment

Purpose

To seek Council approval for housekeeping amendments to the City's Fee Bylaw.

Recommended Resolution(s)

THAT City of Port Moody Fees Bylaw, 2020, No. 3278, Amendment Bylaw No. 1, 2021, No. 3298 be read a first, second, and third time as recommended in the report dated January 20, 2021 from the Community Development Department – Building, Bylaw, and Licensing Division regarding Fees Bylaw Amendment.

Background

Fees Bylaw No. 3278 was adopted by Council November 24, 2020. Staff have identified two errors in the fee schedule prepared by staff and have drafted an amendment bylaw to correct them.

Discussion

Two errors were discovered in the update to the Fees Bylaw in 2020. The fee for the Intermunicipal Business Licence (IMBL) was mistakenly increased with the 2021 CPI rate. This fee was established in conjunction with the cities of Coquitlam and Port Coquitlam and should be consistent across the three municipalities. Therefore staff are recommending that the Fees Bylaw be amended to change this fee from \$168 to \$165.

An error was identified in the calculations for Building Permits. The base amount for Building Permits with a value of construction over \$500,001 should be \$6,480. This dollar value is set to ensure a consistent assignment of fees through a sliding scale. Therefore, staff are recommending that the Fees Bylaw be amended to change this fee from \$5,250 to \$6,480.

Other Option(s)

THAT the report dated January 20, 2021 from the Community Development Department – Building, Bylaw, and Licensing Division regarding Fees Bylaw Amendment be received for information.

Financial Implications

There are no financial implications associated with the recommendation in this report. The City will be in compliance with the Intermunicipal Business Licence Bylaw with the adoption of this Fees Bylaw Amendment.

Communications and Civic Engagement Initiatives

There are no external communications associated with the recommendation in this report.

Council Strategic Plan Objectives

The recommendations in this report are with consistent with Council's strategic goal of providing excellent customer service.

Attachment(s)

1. Draft City of Port Moody Fees Bylaw, 2020, No. 3278, Amendment Bylaw No. 1, 2021, No. 3298.

Report Author

Robyn MacLeod, RBO, CRBO
Manager of Building, Bylaw, and Licensing

Report Approval Details

Document Title:	Fees Bylaw Amendment.docx
Attachments:	- Attachment 1 - City of Port Moody Fees Bylaw, 2020, No. 3278, Amendment Bylaw No. 1, 2021, No. 3298.pdf
Final Approval Date:	Feb 1, 2021

This report and all of its attachments were approved and signed as outlined below:

Kate Zanon, General Manager of Community Development - Jan 21, 2021 - 5:18 PM

Dorothy Shermer, Corporate Officer - Jan 21, 2021 - 5:38 PM

Rosemary Lodge, Manager of Communications and Engagement - Jan 22, 2021 - 5:52 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 24, 2021 - 3:48 PM

Tim Savoie, City Manager - Feb 1, 2021 - 11:03 AM