



City of Port Moody

Report/Recommendation to Council

Date: December 13, 2021
Submitted by: Finance and Technology Department – Financial Services Division
Subject: Amendment to City of Port Moody Fees Bylaw, 2021, No. 3327

Purpose

To amend the City of Port Moody Fees Bylaw, 2021, No. 3327 to expand on the categories for the tiered water rate structure to allow for additional clarity and transparency in administering rates for water, sewer, and solid waste charges.

Recommended Resolution(s)

THAT City of Port Moody Fees Bylaw, 2021, No. 3327, Amendment Bylaw No. 1, 2022, No. 3339 be read a first, second, and third time as recommended in the report dated December 13, 2021 from the Finance and Technology Department – Financial Services Division regarding Amendment to City of Port Moody Fees Bylaw, 2021, No. 3327.

Background

The City of Port Moody Fees Bylaw determines annual rates and continuous review of existing fees to ensure that the fees reflect the most current cost of delivering services.

Discussion

At the October 5, 2021 Special Council (Committee of the Whole) meeting, staff presented a tiered approach to water and sewer fees in response to the following resolution from the Regular Council meeting held on November 10, 2020:

RC20/409

THAT staff report back with a tiered approach to water and sewer fees that includes lower utility rates for secondary suites and an analysis of the associated financial impacts.

At that meeting of October 5, 2021, Council passed the following resolution:

CW21/106

THAT staff report back with options to reduce water and sewer rates for housing types generally considered to be affordable housing options such as secondary suites and laneway houses, and set rates for churches within a new not-for-profit class that are consistent with comparable benevolent and not-for-profit organizations.

Staff reported back at the October 19, 2021 Finance Committee Meeting. At that meeting, the following resolution was passed:

FC21/059

THAT staff report back with rate reductions for townhouses and condos.

Staff presented City of Port Moody Fees Bylaw, 2021, No. 3327 for Council consideration on November 23, 2021; the Bylaw was adopted on December 7, 2021. During the implementation of the new rate structure, staff identified two categories that would need to be specifically included in the Fees Bylaw so that there is more clarity to the housing type descriptors.

Duplexes – per unit

Staff recommend that duplexes be identified and charged the same rate as a single-family residence. According to the Utility Regulation Section of the Water Management Branch, Ministry of Forests, Lands, Natural Resource Operations & Rural Development, Government of BC, single family homes and duplexes have comparable occupancy rates and irrigation demands, and the infrastructure maintenance costs are aligned. During all previous deliberations, duplexes were categorized with single family homes.

Vacant Land

Staff recommend that vacant land be charged the same rate as a single-family residence. Typically, a home is demolished, and a new development is constructed in its place. Historically, the City would not remove water charges when a property is being developed as the capping of services is temporary, and contribution to the infrastructure maintenance costs should be maintained. Vacant land can at minimum accommodate a single-family residence, so this would be the minimum charge for that parcel of land.

Adjustments

Staff have added a disclaimer that it is the responsibility of the property owner to check the accuracy of the services listed on the notice and notify the Finance Department of discrepancies. Adjustments will only be corrected within one calendar year. Multi-year adjustments create accounting and administrative challenges; therefore, this will be highlighted on the Utility Notice to prompt residents to check the accuracy of their charges.

Other Option(s)

THAT the report dated December 13, 2021 from the Finance and Technology Department – Financial Services Division regarding Amendment to City of Port Moody Fees Bylaw, 2021, No. 3327 be received for information.

Financial Implications

The inclusion of this amendment in the Fees Bylaw will allow for clarity and transparency in administering rates for water and sewer tiered rates.

Communications and Civic Engagement Initiatives

No public consultation is required as this is a housekeeping item that would allow for more clarity regarding different housing types, and the breakdown of charges applicable to these housing types.

Council Strategic Plan Objectives

Exceptional Service is achieved through continuous review of existing fees and ensuring consistency among administrative policies.

Attachment(s)

1. Draft City of Port Moody Fees Bylaw, 2021, No. 3327, Amendment Bylaw No. 1, 2022, No. 3339.

Report Author

Tyson Ganske, CPA, CGA
Manager of Financial Planning

Report Approval Details

Document Title:	Fees Bylaw Amendment to Water and Sewer Rate Categories.docx
Attachments:	- Attachment 1 - City of Port Moody Fees Bylaw, 2021, No. 3327, Amendment Bylaw No. 1, 2022, No. 3339.pdf
Final Approval Date:	Dec 23, 2021

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

Lindsay Todd for Rosemary Lodge, Manager of Communications and Engagement -
Dec 21, 2021 - 12:35 PM

Kate Zanon, General Manager of Community Development - Dec 21, 2021 - 12:40 PM

Jeff Moi, General Manager of Engineering and Operations - Dec 21, 2021 - 1:26 PM

Darcey O'Riordan, Fire Chief - Dec 21, 2021 - 1:32 PM

Ron Higo, General Manager of Community Services - Dec 21, 2021 - 2:34 PM

Virgelene Rutherford for Angie Parnell, General Manager of People, Communications, and
Engagement - Dec 21, 2021 - 3:59 PM

Paul Rockwood, General Manager of Finance and Technology - Dec 21, 2021 - 4:36 PM

Dorothy Shermer, Corporate Officer - Dec 21, 2021 - 4:49 PM

Tim Savoie, City Manager - Dec 23, 2021 - 8:03 AM