



# City of Port Moody

## Report/Recommendation to Council

Date: January 6, 2020  
Submitted by: Finance and Technology Department – Financial Services Division  
Subject: Amendment to City of Port Moody Fees Bylaw, 2019, No. 3213

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### Purpose

To amend the City of Port Moody Fees Bylaw, 2019, No. 3213 to standardize wording to allow for consistency in administering rates for water, sewer, and solid waste charges.

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### Recommended Resolution(s)

**THAT City of Port Moody Fees Bylaw, 2019, No. 3213, Amendment Bylaw No. 1, 2020, No. 3230 be read a first time as recommended in the report dated January 6, 2020 from the Finance and Technology Department – Financial Services Division regarding Amendment to City of Port Moody Fees Bylaw, 2019, No. 3213.**

**THAT Bylaw No. 3230 be read a second time.**

**THAT Bylaw No. 3230 be read a third time.**

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### 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

As the Solid waste charges are billed with annual flat water and sewer, the wording should be consistent. The solid waste section of the bylaw indicates that:

“The flat rate charges shall be billed annually, in advance, and shall be due and payable on the last business day of February. A 5% penalty will be applied on all outstanding balances remaining after this due date, with a second 5% penalty to be applied to all outstanding balances after the last business day of March.”

The water and sewer sections should be amended to include this same wording.

## Other Options

THAT the report dated January 6, 2020 from the Finance and Technology Department – Financial Services Division regarding Amendment to City of Port Moody Fees Bylaw, 2019, No. 3213 be received for information.

## Financial Implications

The inclusion of this amendment in the Fees Bylaw will allow for consistency in administering rates for water and sewer to be in line with solid waste charges.

## Communications and Civic Engagement Initiatives

No public consultation is required as this is a housekeeping item that was not applicable to prior years, but is applicable this year due to the leap year occurring on a weekend.

## 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, 2019, No. 3213, Amendment Bylaw No. 1, 2020, No. 3230.

## Report Author

Tyson Ganske  
Manager of Financial Planning.

## Report Approval Details

Document Title:	Fees Bylaw Amendment.docx
Attachments:	- Attachment 1 - Draft City of Port Moody Fees Bylaw, 2019, No. 3213, Amendment Bylaw No. 1, 2020, No. 3230.pdf
Final Approval Date:	Jan 20, 2020

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

Tyson Ganske, Manager of Financial Planning - Jan 16, 2020 - 4:29 PM

Dorothy Shermer, Corporate Officer - Jan 17, 2020 - 8:56 AM

Rosemary Lodge, Manager of Communications and Engagement - Jan 20, 2020 - 12:58 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 20, 2020 - 4:20 PM

Tim Savoie, City Manager - Jan 20, 2020 - 5:03 PM