

CITY OF FORT SASKATCHEWAN

Bylaw C7-17, a Bylaw of the City of Fort Saskatchewan to Amend Fees and Charges Bylaw C18-16

Motions:

1. That Council give first reading to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.
2. That Council give second reading to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.
3. That Council provide unanimous consent to proceed with third and final reading to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.
4. That Council give third reading to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.

Purpose:

To present Council with information and a request to give three readings to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.

Background:

As per the Fees and Charges Bylaw C7-17, the following amendments are being proposed:

1. Facility Rental Fees – Dow Centennial Centre and Shell Theatre

The purpose of the Fees and Charges amendment for the Shell Theatre is to add new deposit fees and cancellation fees for special events hosted at the Dow Centennial Centre and Shell Theatre.

Rental contracts at the Shell Theatre currently do not have any form of rental deposits or contract cancellation, termination or substantial changes clauses. Clients currently pay for their booking at the end of the event. In consultation with regional and provincial comparators, new deposits, fees and guidelines have been developed.

Although new fees and charges will not be effective until January 1, 2018, Administration requires sufficient time to inform all clients well in advance of their 2018 bookings about the upcoming changes.

Rental Deposit: A rental deposit is required to hold the Event date at the Shell Theatre and is due at time of endorsement of the rental contract.

Rental Deposit:			
Local Youth / Non-Profit Group	T	per rental day, non-refundable	\$ 350.00
Local Adult Group	T	per rental day, non-refundable	\$ 400.00
Private Function, Commercial or Non Local	T	per rental day, non-refundable	\$ 500.00

Cancellation and Substantial Change: All cancellation requests or those implying substantial change to the contract must be received in writing to the Event Supervisor and be bound by the following:

- a) Thirty (30) days or greater: the City of Fort Saskatchewan will retain the rental deposit and be reimbursed for all expenses incurred as a result of entering into this agreement.
- b) Less than thirty (30) days: the City of Fort Saskatchewan will retain the rental amount and be reimbursed for all expenses incurred as a result of entering into this agreement.

Cancellation or Substantial Change Fee:			
- 30 days or more notice provided	T	Rental Deposit +incurred costs	100%
- Less than 30 days' notice provided	T	Rental Amount +incurred costs	100%

2. Facility Rental Fees – CN Station

With the space previously occupied by the Chamber of Commerce becoming meeting room rental space, new fees for the space are now required. The Station Room rental fees will be set up the same as the other meeting spaces – Kinsmen, Proctor and Bougher. These rates are listed below:

Proposed Fees for the Station Room (Casual Booking)

- \$ 19.50 per hour
- \$156.00 per day

As the other rooms at the CN Station offer a block booking options for those groups and organizations that use the space 10 times a year or more, this option has been kept for the new Station Room. The block booking rates are listed below.

Block Booking (10 times a year or more)

- \$ 14.23 per hour
- \$113.84 per day

3. Safety Codes Services

In relation to the service improvements previously presented to Council earlier in the March 28, 2017 regular Council meeting, proposed changes pertain to the introduction of Occupancy Certificates and the Fee for Services Inspections.

Safety Codes Permit Fees			
Occupying prior to issuance of Occupancy Certificate:			
- First offence (minor infractions with no life safety items)	E	per offence	\$ 500.00
- First offence (major infractions with life safety items)	E	per offence	\$ 750.00
- Second offence (minor infractions with no life safety items)	E	per offence	\$1,000.00
- Second offence (major infractions with life safety items)	E	per offence	\$1,500.00
- Third offence (minor infractions with no life safety items)	E	per offence	\$3,000.00
- Third offence (major infractions with life safety items)	E	per offence	\$5,500.00
Request for additional copies of Occupancy Certificates	E	per request	\$ 42.00

Fee for Service Inspection	E	min fee plus	\$ 125.00
	E	per hour	\$ 125.00

4. Urban Beekeeping Pilot Program

In response to a notice of motion approved at the October 25, 2016 regular Council meeting, Council directed Administration to bring forward an urban beekeeping implementation strategy. This strategy was to include impacts on legislation, outline a process for implementation, and an estimate of budget and resource requirements. Administration is proposing a 2 year pilot project for the Fort Honey Bee Program. This will allow for time to assess the Program and to make any necessary changes. Should the Program be deemed a success based on the estimates for resource requirements and community participation, it will continue beyond the 2 year pilot project.

Council approved Resolution #20-17 at the February 14, 2017 regular Council meeting to proceed with implementation of the proposed Urban Beekeeping Pilot Program.

Under the City's current Animal Control Bylaw C7-16, bees are specifically included as 'prohibited animals'. For the project, this Bylaw would require an amendment to allow for urban beekeeping through licensing and to address related enforcement actions. An amendment to Animal Control Bylaw C7-16 was presented to Council earlier in the March 28, 2017 regular Council meeting.

In addition, the Fees and Charges Bylaw will be amended to incorporate the \$75.00 licence fee for the Urban Beekeeping Pilot Program.

Recommendation:

That Council give three readings to Bylaw C7-17, which amends Fees and Charges Bylaw C18-16.

Attachments:

1. Bylaw C7-17 - Amending Fees and Charges Bylaw C18-16
2. Bylaw C18-16 - Portions of Bylaw outlining sections to be amended

Prepared by:	Sheryl Exley Legislative Officer	Date:	March 20, 2017
Approved by:	Brenda Molter Director, Legislative Services	Date:	March 22, 2017
Reviewed by:	Troy Fleming Acting City Manager	Date:	March 22, 2017
Submitted to:	City Council	Date:	March 28, 2017