

Wheatland County

Request for Decision

Regular Council Meeting

December 15, 2020

Report prepared by: Tracy Buteau, GM of Corporate and Financial Services



Master Fee Schedule Update

Recommendation from Administration

That Council approve the amended Master Fee Schedule Policy 2.9. and direct Administration to review the schedule on an annual basis.

Chief Administrative Officer's Comments

N/A

Report

Division County-wide

During this past summer, the Master Fee Schedule was reviewed by each area within the organization. Administration reviewed each fee and reached out to other municipalities to compare fees and ensure that fees were up to date according to policy. The policy purpose is to:

“To provide an accurate current fee schedule for reference to respond to inquiries, calculate and collect applicable service fees and ensure consistent transparent accountability.”

Administration is recommending that this be reviewed on an annual basis prior to the budget as this is a good practice and may decrease amendments throughout the year.

The current fee schedule can be found on pages 1 – 10.

The amended fee schedule can be found on pages 11 – 28.

Relevant Policies, Practices, and Legislation

N/A

Alignment with the Strategic Plan

We provide consistent, accountable, innovative governance.

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

N/A

Organizational

N/A

Financial

N/A

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

Inform staff of the amended Master Fee Schedule and add to the Wheatland County website.

Report Approval Details

Document Title:	Master Fee Schedule Policy 2.9.docx
Attachments:	- PROPOSED FEE SCHEDULE CHANGESv3.pdf
Final Approval Date:	Dec 7, 2020

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

A handwritten signature in black ink, appearing to read "Brian Henderson", written in a cursive style.

Brian Henderson