



**STAFF REPORT**  
**Municipal Enforcement Services**

Title: Rental Housing and Business Licensing 2021 Fees and Charges  
Report Number: COM2020-031  
Author: Shayne Turner, Director, Municipal Enforcement Services  
Meeting Type: Council Meeting  
Council/Committee Date: December 7, 2020  
File: N/A  
Attachments: Appendix A – Rental Housing 2021 Schedule of Fees  
Appendix B – Rental Housing Reserve Forecast  
Appendix C – Business Licensing 2021 Schedule of Fees  
Appendix D – Business Licensing Reserve Forecast  
Ward No.: AI

**Recommendations:**

1. That Council approve report COM2020-031.
2. That Council approve no Rental Housing rate increase for 2021 (0%) as set out in Table #1 of report COM2020-031.
3. That Council approves the 2022 Rental Housing rate forecast in principle as set out in Table #1 of report COM2020-031.
4. That Council approves the Rental Housing Program Fees and Charges By-Law updates, attached as Appendix A to COM2020-031, effective as of the dates noted, and that Fees and Charges By-Law is updated accordingly.
5. That Council approve no Business Licensing Program Fees and Charges rate increase for 2021 (0%) as set out in Table #2 of report COM2020-031.
6. That Council approve waiving 3 months of the 2021 Business Licensing Renewal Fee for the Food Shop sector.
7. That Council approves the 2022 Business Licensing rate forecast in principle as set out in Table #2 of report COM2020-031.

8. That Council approves the Business Licensing Program Fees and Charges By-Law updates, attached as Appendix C to COM2020-031, effective as of the dates noted, and that the Fees and Charges By-Law is updated accordingly.

#### **A. Executive Summary**

The Municipal Enforcement Services division is not recommending any fee increases in 2021 for the Rental Housing Enterprise or the Business Licensing Enterprise. With the Provincial mandate that landlords freeze rent for 2021 and the resulting negative financial impact on this group; the city will not be raising fees in 2021 in an effort to help them through this period of financial uncertainty. In addition, staff are proposing to waive three months of business licensing fees in 2021 for food shop licenses as this group has been disproportionately affected by COVID-19 economic impacts. As part of the 2019 report, COM2019-024, it was forecasted that rental housing fees would be increased by 2% inflation in 2021. Business licensing fees were already forecasted to not increase in either 2021 or 2022.

In 2022, the Rental Housing Enterprise is proposing a 3% fee increase and the Business Licensing Enterprise is still proposing a 0% increase until more is known about the market conditions post COVID-19 and the impact of resource adjustments on the program's scalability.

#### **B. Financial Implications**

The rental housing enterprise is proposing no fee increase in 2021 (0%) due to the ongoing COVID-19 impacts to the rental market and is forecasting a 3% inflationary increase in 2022. The proposed 3% inflationary increase in 2022 will allow the rental housing reserve to recover from a forecasted deficit of \$20,300 in 2021 and return to a positive position through 2022-2029. In staff report COM2019-024, Council had approved a negative balance within the rental housing reserve for up to five years.

The business licensing enterprise is proposing no fee increases in 2021 or 2022 (0%). In 2020, revenues in January were 59% higher and in February 54% higher as compared to 2019. Therefore, program resource adjustments seemed to be having a positive effect on revenue generation. Understandably, that momentum was cut short by COVID-19. As part of the relief provided to the business community, a portion of the fee renewal was waived via report CORP2020-029 which has affected revenue. The reserve is projected to fall into a deficit of approximately \$50,000 by the end of 2020. To address this forecasted shortfall in the reserve, \$50,000 was included in the Safe Restart Phase 2 application seeking reimbursement for lost revenue as a result of COVID-19. If this application is unsuccessful, then an allocation of \$50,000 from Safe Restart Phase 1 or from a tax based contingency reserve (i.e. Tax Rate Stabilization or General Operating Contingency Reserve) will be recommended during the 2020 year-end allocation report in April 2021. Staff is proposing to waive three months of business licensing fees in 2021 to help food license holders reduce their costs. The average savings for a food license

holder would be \$42.70. More time is required to collect data post COVID-19 to understand the impact of active enforcement before fees are revised in the future.

**C. Technology Implications**

None

**D. Link to Strategic Plan**

(Strategic Objectives: Equity, Inclusion and a Sense of Belonging; Sustainability and the Environment; Safe, Sustainable Transportation; Healthy Community & Resilient Neighbourhoods; Infrastructure Renewal; Economic Growth & Development)



(Guiding Principles: Equity and Inclusion; Sustainability; Fiscal Responsibility; Healthy and Safe Workplace; Effective Engagement; Personal Leadership; Service Excellence)

This report links to the Strategic Priority of Strong Community, as contained in the City’s Strategic Plan.

**E. Previous Reports on this Topic**

- COM2018-017 Comprehensive Business Licensing Program Fees and Charges
- COM2018-025 Residential Rental Licensing Program Fees 2019
- COM2019-024 Rental Housing and Business Licensing Fees and Charges Report 2020-2022

**F. Approvals**

Name	Signature	Date
Author: Shayne Turner		November 27, 2020
Director: Shayne Turner		November 27, 2020
Commissioner: Mark Dykstra		
Finance: Filipa Reynolds		

CAO



## Rental Housing and Business Licensing 2021 Fees and Charges COM2020-031

### Background

#### Residential Rental Licensing Fees

In the COM2019-024 Report, which was taken to Council in June 2019 it was projected that the 2019 operating year-end would result in an \$88,000 deficit and that the reserve would be in a deficit position of \$79,800. Actual results in 2019 proved to be better than forecasted. Actual expense was less than forecasted (\$1,267,775 vs. \$1,317,690) and actual revenue was more than forecasted (\$1,312,010 vs. \$1,229,045) resulting in a contribution to the reserve of \$44,200 and an ending positive reserve balance of \$51,200.

In 2020, due to COVID-19 impacts on the rental market, revenues and expenses will be lower than previously expected. The current forecast estimates the reserve balance will be reduced to \$12,600. With no inflationary increase proposed for 2021, it is expected that the reserve will fall into a deficit of \$20,300. To recover from this negative reserve balance and recoup some of the prior proposed inflationary increase as identified in COM2019-024, the city is forecasting a 3% increase in fees in 2022.

#### Reserve Impact on Proposed Fee Change

The expense forecast has been refined from the COM2019-024 report to smooth the estimated expenditure forecast allowing for increases to be more gradual. The total forecasted expenditure between 2021 and 2029 is unchanged at \$13.2 million. The revenue forecast has changed as the proposed inflationary increase in 2021 has been foregone and 2022 inflationary increase was increased from 2% to 3%. This has reduced total revenue from 2021-2029 of \$14.1 million to \$13.5 million over the same timeframe. This reduction in revenue is self evident in the ending reserve balance, which was originally forecasted to be \$432,300 by 2029, and is now \$88,300 by 2029. Please see Appendix B for the updated 2020-2029 reserve forecast.

The list of existing and proposed fees for this program is attached as Appendix A to this report.

Table 1 below outlines the current, proposed and forecasted fee increases from 2020-2022 for the Rental Housing enterprise.

**Table 1 – Rental Housing Proposed Fees and Forecast In Principle**

<b>Inflationary Increases</b>	0%	0%	3%
<b>License Type</b>	<b>Current</b>	<b>Proposed</b>	<b>Forecast</b>
<b>NEW</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Class A&Z_1 BDRM	\$ 430.00	\$ 430.00	\$ 442.90
Class A&Z_2 BDRM	\$ 450.00	\$ 450.00	\$ 463.50
Class A&Z_3 BDRM	\$ 470.00	\$ 470.00	\$ 484.10
Class A&Z_4 BDRM	\$ 500.00	\$ 500.00	\$ 515.00
Class B&E_1 BDRM	\$ 380.00	\$ 380.00	\$ 391.40
Class B&E_2BDRM	\$ 400.00	\$ 400.00	\$ 412.00
Class B&E_3BDRM	\$ 420.00	\$ 420.00	\$ 432.60
Class B&E_4BDRM	\$ 440.00	\$ 440.00	\$ 453.20
Class C	\$ 650.00	\$ 650.00	\$ 669.50
Class D	\$ 600.00	\$ 600.00	\$ 618.00
Class Z -Bedroom Premium	\$ 50.00	\$ 50.00	\$ 51.50
Townhomes_1 & 2 BDRM	\$ 400.00	\$ 400.00	\$ 412.00
Townhomes_3 BDRM	\$ 420.00	\$ 420.00	\$ 432.60
Townhomes_4 BDRM	\$ 450.00	\$ 450.00	\$ 463.50
<b>RENEWALS</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Class A&Z_1 BDRM	\$ 250.00	\$ 250.00	\$ 257.50
Class A&Z_2 BDRM	\$ 270.00	\$ 270.00	\$ 278.10
Class A&Z_3 BDRM	\$ 295.00	\$ 295.00	\$ 303.85
Class A&Z_4 BDRM	\$ 325.00	\$ 325.00	\$ 334.75
Class B&E_1 BDRM	\$ 218.00	\$ 218.00	\$ 224.54
Class B&E_2BDRM	\$ 235.00	\$ 235.00	\$ 242.05
Class B&E_3BDRM	\$ 246.00	\$ 246.00	\$ 253.38
Class B&E_4BDRM	\$ 257.00	\$ 257.00	\$ 264.71
Class C	\$ 351.00	\$ 351.00	\$ 361.53
Class D	\$ 340.00	\$ 340.00	\$ 350.20
Class Z - Bedroom Premium	\$ 30.00	\$ 30.00	\$ 30.90
Townhomes_1 & 2 BDRM	\$ 210.00	\$ 210.00	\$ 216.30
Townhomes_3 BDRM	\$ 230.00	\$ 230.00	\$ 236.90
Townhomes_4 BDRM	\$ 260.00	\$ 260.00	\$ 267.80

### Comprehensive Business Licensing Fees

In 2020, revenues in January were 59% higher and in February 54% higher than in 2019. Therefore, program resource adjustments seemed to be having a positive effect on revenue generation. Understandably, that momentum was cut short by COVID-19. More time is required to collect data post COVID-19 to understand the impact of active enforcement before fees are revised in the future.

Currently the reserve balance sits at \$46,300. In 2020, it is forecasted that the program will be required to draw approximately \$90,000 from the reserve to break-even. Due to the addition of 0.5 FTE to the program, revenues were up considerably in January and February; however, due to COVID-19 this increase in revenue was not sustainable. Therefore, the reserve balance is forecasted to fall into a deficit of approximately \$50,000 at year-end. To address this forecasted shortfall in the reserve, \$50,000 was added to the Safe Restart Phase 2 application seeking reimbursement for lost revenue impacts as a result of COVID-19. If this application is unsuccessful, then an allocation of \$50,000 from Safe Restart Phase 1 will be recommended during the 2020 year-end allocation report in April 2021.

As such, and in line with the approach to implement and evaluate program changes prior to any fee adjustments, staff are proposing that the business licensing fees for 2021 not be adjusted from their current rates (0%). In addition, staff are proposing to waive food license fees for three months in 2021 to help restaurants reduce costs. The average savings of this reduction would be approximately \$42.70 per license holder. Total revenue reduction impact is estimated to be \$11,600. Staff are also forecasting a 0% increase in each fee category for 2022 until more is known about the potential revenue impacts of scaling up the program post COVID-19 business environment. The list of existing fees for this program are indicated in Table 2 below and Appendix C to this report.

Please see Appendix D for the updated 2020-2029 business licensing reserve forecast. This forecast is based on average revenue collection for the time being until more is understood about market demand and size through active enforcement.

Table 2 below outlines the current, proposed and forecasted fee increases from 2020-2022 for the Business Licensing enterprise.

Table 2 – Business Licensing Proposed Fees and Forecast in Principle

Inflationary Increases	0%	0%	0%
License Type	Current	Proposed	Forecast
Business Registration & Licences	2020	2021	2022
General Business licence (life time)	\$ 172.00	\$ 172.00	\$ 172.00
Animals for Entertainment (per event)	\$ 140.00	\$ 140.00	\$ 140.00
Auctioneer	\$ 140.00	\$ 140.00	\$ 140.00
Barber Shop	\$ 172.00	\$ 172.00	\$ 172.00
Beauty Salon	\$ 172.00	\$ 172.00	\$ 172.00
Bed & Breakfast (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Bed & Breakfast (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Building Renovator	\$ 140.00	\$ 140.00	\$ 140.00
Donation Box Operator	\$ 140.00	\$ 140.00	\$ 140.00
Donation Box (per location/ per box)	\$ 84.00	\$ 84.00	\$ 84.00
Drain Laying Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Driveway Paving Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Dry Cleaner & Launderette (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Dry Cleaner & Launderette (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Fair (per event)	\$ 140.00	\$ 140.00	\$ 140.00
Fence Installation Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Flyer Distributor	\$ 140.00	\$ 140.00	\$ 140.00
Flea Market (Public Property)	\$ 100.00	\$ 100.00	\$ 100.00
Flea Market (Private Property)	\$ 140.00	\$ 140.00	\$ 140.00
Food Shop (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Food Shop (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Food Truck	\$ 313.00	\$ 313.00	\$ 313.00
Food Truck (One Day)	\$ 69.00	\$ 69.00	\$ 69.00
Food Trailer	\$ 313.00	\$ 313.00	\$ 313.00
Food Trailer (One Day)	\$ 69.00	\$ 69.00	\$ 69.00
Recognized Food Trailer (Hot Dog Cart) within BIA boundary	\$ 2,283.00	\$ 2,283.00	\$ 2,283.00
Recognized Food Trailer (Hot Dog Cart) outside of BIA boundary	\$ 884.00	\$ 884.00	\$ 884.00
Group Home (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Group Home (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Home Occupation	\$ 172.00	\$ 172.00	\$ 172.00
HVAC Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Motor Vehicle Facility (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Motor Vehicle Facility (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Newspaper Vending Box Operator	\$ 140.00	\$ 140.00	\$ 140.00
Newspaper Vending Box (per location)	\$ 13.00	\$ 13.00	\$ 13.00
Nightclub (Class A)	\$ 172.00	\$ 172.00	\$ 172.00
Nightclub (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Old Gold Shops	\$ 172.00	\$ 172.00	\$ 172.00
Pet Shop	\$ 172.00	\$ 172.00	\$ 172.00
Plumbing Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Pool Installation Contractor	\$ 140.00	\$ 140.00	\$ 140.00

Table 2 – Business Licensing Proposed Fees and Forecast in Principle

License Type	Current	Proposed	Forecast
<b>Business Registration &amp; Licences</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Portable Sign Lessor	\$ 140.00	\$ 140.00	\$ 140.00
Private Property Parking Enforcement Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Private Property Parking Enforcement Officer	\$ 29.00	\$ 29.00	\$ 29.00
Public Hall (Class B)	\$ 313.00	\$ 313.00	\$ 313.00
Refreshment Vehicle Class A	\$ 313.00	\$ 313.00	\$ 313.00
Refreshment Vehicle Class B	\$ 69.00	\$ 69.00	\$ 69.00
Special Sale (per event)	\$ 172.00	\$ 172.00	\$ 172.00
Temporary Vendor Private Property (up to 30 consecutive days)	\$ 69.00	\$ 69.00	\$ 69.00
Temporary Vendor Private Property (up to 60 consecutive days)	\$ 82.00	\$ 82.00	\$ 82.00
Temporary Vendor Private Property (up to 90 consecutive days)	\$ 121.00	\$ 121.00	\$ 121.00
Temporary Vendor Public Property (up to 3 consecutive days)	\$ 35.00	\$ 35.00	\$ 35.00
Temporary Vendor Public Property (up to 30 consecutive days)	\$ 82.00	\$ 82.00	\$ 82.00
Temporary Vendor Public Property (up to 6 consecutive months)	\$ 140.00	\$ 140.00	\$ 140.00
Tobacconist	\$ 172.00	\$ 172.00	\$ 172.00
<b>License Type</b>	<b>Current</b>	<b>Proposed</b>	<b>Forecast</b>
<b>Business Registration &amp; Licences - Renewal</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Auctioneer	\$ 140.00	\$ 140.00	\$ 140.00
Barber Shop	\$ 149.00	\$ 149.00	\$ 149.00
Beauty Salon	\$ 149.00	\$ 149.00	\$ 149.00
Bed & Breakfast (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Bed & Breakfast (Class B)	\$ 149.00	\$ 149.00	\$ 149.00
Building Renovator	\$ 140.00	\$ 140.00	\$ 140.00
Donation Box Operator	\$ 140.00	\$ 140.00	\$ 140.00
Donation Box (per location/ per box)	\$ 60.00	\$ 60.00	\$ 60.00
Drain Laying Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Driveway Paving Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Dry Cleaner & Launderette (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Dry Cleaner & Launderette (Class B)	\$ 149.00	\$ 149.00	\$ 149.00
Fair (per event)	\$ 140.00	\$ 140.00	\$ 140.00
Fence Installation Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Flyer Distributor	\$ 140.00	\$ 140.00	\$ 140.00
Flea Market (Public Property)	\$ 100.00	\$ 100.00	\$ 100.00
Flea Market (Private Property)	\$ 140.00	\$ 140.00	\$ 140.00
Food Shop (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Food Shop (Class B)	\$ 149.00	\$ 149.00	\$ 149.00
Food Truck	\$ 313.00	\$ 313.00	\$ 313.00
Food Truck (One Day)	\$ 69.00	\$ 69.00	\$ 69.00
Food Trailer	\$ 313.00	\$ 313.00	\$ 313.00
Food Trailer (One Day)	\$ 69.00	\$ 69.00	\$ 69.00
Recognized Food Trailer (Hot Dog Cart) within BIA boundary	\$ 2,283.00	\$ 2,283.00	\$ 2,283.00
Recognized Food Trailer (Hot Dog Cart) outside of BIA boundary	\$ 884.00	\$ 884.00	\$ 884.00
Group Home (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Group Home (Class B)	\$ 149.00	\$ 149.00	\$ 149.00



**Table 2 – Business Licensing Proposed Fees and Forecast in Principle**

License Type	Current	Proposed	Forecast
Business Registration & Licences - Renewal	2020	2021	2022
Home Occupation	\$ 149.00	\$ 149.00	\$ 149.00
HVAC Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Motor Vehicle Facility (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Motor Vehicle Facility (Class B)	\$ 149.00	\$ 149.00	\$ 149.00
Newspaper Vending Box Operator	\$ 140.00	\$ 140.00	\$ 140.00
Newspaper Vending Box (per location)	\$ 13.00	\$ 13.00	\$ 13.00
Nightclub (Class A)	\$ 149.00	\$ 149.00	\$ 149.00
Nightclub (Class B)	\$ 149.00	\$ 149.00	\$ 149.00
Old Gold Shops	\$ 149.00	\$ 149.00	\$ 149.00
Pet Shop	\$ 149.00	\$ 149.00	\$ 149.00
Plumbing Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Pool Installation Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Portable Sign Lessor	\$ 140.00	\$ 140.00	\$ 140.00
Private Property Parking Enforcement Contractor	\$ 140.00	\$ 140.00	\$ 140.00
Private Property Parking Enforcement Officer	\$ 29.00	\$ 29.00	\$ 29.00
Public Hall (Class B)	\$ 148.00	\$ 148.00	\$ 148.00
Refreshment Vehicle Class A	\$ 313.00	\$ 313.00	\$ 313.00
Refreshment Vehicle Class B	\$ 69.00	\$ 69.00	\$ 69.00
Temporary Vendor Private Property (up to 30 consecutive days)	\$ 69.00	\$ 69.00	\$ 69.00
Temporary Vendor Private Property (up to 60 consecutive days)	\$ 82.00	\$ 82.00	\$ 82.00
Temporary Vendor Private Property (up to 90 consecutive days)	\$ 121.00	\$ 121.00	\$ 121.00
Temporary Vendor Public Property (up to 3 consecutive days)	\$ 35.00	\$ 35.00	\$ 35.00
Temporary Vendor Public Property (up to 30 consecutive days)	\$ 82.00	\$ 82.00	\$ 82.00
Temporary Vendor Public Property (up to 6 consecutive months)	\$ 140.00	\$ 140.00	\$ 140.00
Tobacconist	\$ 149.00	\$ 149.00	\$ 149.00
Business Licensing Appeal Fee - See Note 1	\$ 100.00	\$ 100.00	\$ 100.00

**Note 1: This fee is administered by Legislative Services**

Appendix A – Rental Housing and Business Licensing Fees and Charges 2020-2021

Current and Proposed

Residential Rental Licensing Program				2020 %			2021 %		
	2020 Fee	Effective Date of Fee	Increase / Decrease		Effective Date of Fee	Increase / Decrease		Effective Date of Fee	Increase / Decrease
<b>Initial Application Fee</b>									
Preliminary Consultations - (fee ended)	\$ -	1-Jan-2020	0%	\$ -	1-Jan-2021			1-Jan-2021	
New Licences A 4 Bedroom	\$ 500.00	1-Jan-2020	0%	\$ 500.00	1-Jan-2021			1-Jan-2021	0%
New Licences A 3 Bedroom	\$ 470.00	1-Jan-2020	0%	\$ 470.00	1-Jan-2021			1-Jan-2021	0%
New Licences A 2 Bedroom	\$ 450.00	1-Jan-2020	0%	\$ 450.00	1-Jan-2021			1-Jan-2021	0%
New Licences A 1 Bedroom	\$ 430.00	1-Jan-2020	0%	\$ 430.00	1-Jan-2021			1-Jan-2021	0%
New Licences D Class 1	\$ 600.00	1-Jan-2020	0%	\$ 600.00	1-Jan-2021			1-Jan-2021	0%
New Licences D Class 2	\$ 600.00	1-Jan-2020	0%	\$ 600.00	1-Jan-2021			1-Jan-2021	0%
New Licences B &E - 4 bedroom	\$ 440.00	1-Jan-2020	0%	\$ 440.00	1-Jan-2021			1-Jan-2021	0%
New Licences B &E - 3 bedroom	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
New Licences B &E - 2 bedroom	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
New Licences B &E - 1 bedroom	\$ 380.00	1-Jan-2020	0%	\$ 380.00	1-Jan-2021			1-Jan-2021	0%
New Licences C	\$ 650.00	1-Jan-2020	0%	\$ 650.00	1-Jan-2021			1-Jan-2021	0%
<b>Renewal Fee</b>									
Annual Renewals A 4 Bedroom	\$ 325.00	1-Jan-2020	0%	\$ 325.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals A 3 Bedroom	\$ 295.00	1-Jan-2020	0%	\$ 295.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals A 2 Bedroom	\$ 270.00	1-Jan-2020	0%	\$ 270.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals A 1 Bedroom	\$ 250.00	1-Jan-2020	0%	\$ 250.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals D Class 1	\$ 340.00	1-Jan-2020	0%	\$ 340.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals D Class 2	\$ 340.00	1-Jan-2020	0%	\$ 340.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals B&E 4 Bedroom	\$ 257.00	1-Jan-2020	0%	\$ 257.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals B&E 3 Bedroom	\$ 246.00	1-Jan-2020	0%	\$ 246.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals B&E 2 Bedroom	\$ 235.00	1-Jan-2020	0%	\$ 235.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals B&E 1 Bedroom	\$ 218.00	1-Jan-2020	0%	\$ 218.00	1-Jan-2021			1-Jan-2021	0%
Annual Renewals C	\$ 351.00	1-Jan-2020	0%	\$ 351.00	1-Jan-2021			1-Jan-2021	0%
<b>Fees for Townhouses in Block Ownership</b>									
<b>New Licences</b>									
Townhome Complexes - 1 Bedroom									
No of Units									
4-10	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
11-20	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
21-30	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
31-40	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
41-50	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
50+	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
Townhome Complexes - 2 Bedroom									
No of Units									
4-10	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
11-20	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
21-30	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
31-40	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
41-50	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
50+	\$ 400.00	1-Jan-2020	0%	\$ 400.00	1-Jan-2021			1-Jan-2021	0%
Townhome Complexes - 3 Bedroom									
No of Units									
4-10	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
11-20	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
21-30	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
31-40	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
41-50	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%
50+	\$ 420.00	1-Jan-2020	0%	\$ 420.00	1-Jan-2021			1-Jan-2021	0%

**Appendix A – Rental Housing and Business Licensing Fees and Charges 2020-2021**

**Current and Proposed**

Townhome Complexes - 4 Bedroom	
No of Units	
4-10	
11-20	
21-30	
31-40	
41-50	
50+	

\$ 450.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%

\$ 450.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%

**Fees for Townhouses in Block Ownership**

**Renewal of Licences**

Townhome Complexes - 1 Bedroom	
No of Units	
4-10	
11-20	
21-30	
31-40	
41-50	
50+	

\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%

\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%

2020 Fee	Effective Date of Fee	2020 % Increase / Decrease
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2021 Fee	Effective Date of Fee	2021 % Increase / Decrease
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Townhome Complexes - 2 Bedroom	
No of Units	
4-10	
11-20	
21-30	
31-40	
41-50	
50+	

\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%
\$ 210.00	1-Jan-2020	0%

\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%
\$ 210.00	1-Jan-2021	0%

Townhome Complexes - 3 Bedroom	
No of Units	
4-10	
11-20	
21-30	
31-40	
41-50	
50+	

\$ 230.00	1-Jan-2020	0%
\$ 230.00	1-Jan-2020	0%
\$ 230.00	1-Jan-2020	0%
\$ 230.00	1-Jan-2020	0%
\$ 230.00	1-Jan-2020	0%
\$ 230.00	1-Jan-2020	0%

\$ 230.00	1-Jan-2021	0%
\$ 230.00	1-Jan-2021	0%
\$ 230.00	1-Jan-2021	0%
\$ 230.00	1-Jan-2021	0%
\$ 230.00	1-Jan-2021	0%
\$ 230.00	1-Jan-2021	0%

Townhome Complexes - 4 Bedroom	
No of Units	
4-10	
11-20	
21-30	
31-40	
41-50	
50+	

\$ 260.00	1-Jan-2020	0%
\$ 260.00	1-Jan-2020	0%
\$ 260.00	1-Jan-2020	0%
\$ 260.00	1-Jan-2020	0%
\$ 260.00	1-Jan-2020	0%
\$ 260.00	1-Jan-2020	0%

\$ 260.00	1-Jan-2021	0%
\$ 260.00	1-Jan-2021	0%
\$ 260.00	1-Jan-2021	0%
\$ 260.00	1-Jan-2021	0%
\$ 260.00	1-Jan-2021	0%
\$ 260.00	1-Jan-2021	0%

Rental Housing Licensing Appeal Fee - See Note 1		
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\$ 100.00	1-Jan-2020	0%
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\$ 100.00	1-Jan-2021	0%
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**Note 1: This fee administered by Legislative Services**

**Class "Z" License Fees**

New Class "Z" 4 Bedroom	
New Class "Z" 3 Bedroom	
New Class "Z" 2 Bedroom	
New Class "Z" 1 Bedroom	
New Class "Z" Bedroom Premium	
Annual Renewals Class "Z" 4 Bedroom	
Annual Renewals Class "Z" 3 Bedroom	
Annual Renewals Class "Z" 2 Bedroom	
Annual Renewals Class "Z" 1 Bedroom	
Annual Renewals Class "Z" Bedroom Premium	

\$ 500.00	1-Jan-2020	0%
\$ 470.00	1-Jan-2020	0%
\$ 450.00	1-Jan-2020	0%
\$ 430.00	1-Jan-2020	0%
\$ 50.00	1-Jan-2020	0%
\$ 325.00	1-Jan-2020	0%
\$ 295.00	1-Jan-2020	0%
\$ 270.00	1-Jan-2020	0%
\$ 250.00	1-Jan-2020	0%
\$ 30.00	1-Jan-2020	0%

\$ 500.00	1-Jan-2021	0%
\$ 470.00	1-Jan-2021	0%
\$ 450.00	1-Jan-2021	0%
\$ 430.00	1-Jan-2021	0%
\$ 50.00	1-Jan-2021	0%
\$ 325.00	1-Jan-2021	0%
\$ 295.00	1-Jan-2021	0%
\$ 270.00	1-Jan-2021	0%
\$ 250.00	1-Jan-2021	0%
\$ 30.00	1-Jan-2021	0%

## Appendix B – Rental Housing Reserve Projection

	Actuals		FORECAST								
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
<b>Expenses</b>	\$ 1,267,775	\$ 1,213,287	\$ 1,343,632	\$ 1,371,071	\$ 1,425,288	\$ 1,460,350	\$ 1,495,768	\$ 1,511,402	\$ 1,527,332	\$ 1,543,562	\$ 1,560,100
<b>Revenues</b>	\$ 1,312,010	\$ 1,194,412	\$ 1,351,426	\$ 1,441,660	\$ 1,479,500	\$ 1,509,958	\$ 1,533,272	\$ 1,546,659	\$ 1,555,535	\$ 1,553,093	\$ 1,549,569
<b>Net Balance surplus/(deficit)</b>	\$ 44,235	\$ (18,875)	\$ 7,794	\$ 70,590	\$ 54,212	\$ 49,608	\$ 37,504	\$ 35,257	\$ 28,203	\$ 9,531	\$ (10,531)
<b>RESERVE</b>											
<b>Opening Balance</b>	\$ 103,426	\$ 51,161	\$ 12,610	\$ (20,279)	\$ 28,930	\$ 71,343	\$ 102,072	\$ 123,472	\$ 144,599	\$ 121,915	\$ 117,583
<b>Annual surplus/(deficit)</b>	\$ 44,235	\$ (18,875)	\$ 7,794	\$ 70,590	\$ 54,212	\$ 49,608	\$ 37,504	\$ 35,257	\$ 28,203	\$ 9,531	\$ (10,531)
<b>Sub-total</b>	\$ 147,661	\$ 32,286	\$ 20,404	\$ 50,310	\$ 83,142	\$ 120,952	\$ 139,576	\$ 158,728	\$ 172,803	\$ 131,446	\$ 107,052
AMPs Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Space Planning	\$ 108,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle	\$ -	\$ -	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,000	\$ -	\$ -
Corp. Capital Project Cntrb.	\$ 13,000	\$ 20,676	\$ 9,683	\$ 21,380	\$ 11,799	\$ 18,880	\$ 16,104	\$ 14,129	\$ 12,888	\$ 13,863	\$ 18,773
Returned Funding	\$ (24,500)	\$ (1,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total OutFlows</b>	\$ 96,500	\$ 19,676	\$ 40,683	\$ 21,380	\$ 11,799	\$ 18,880	\$ 16,104	\$ 14,129	\$ 50,888	\$ 13,863	\$ 18,773
<b>Net Balance surplus/(deficit)</b>	\$ 51,161	\$ 12,610	\$ (20,279)	\$ 28,930	\$ 71,343	\$ 102,072	\$ 123,472	\$ 144,599	\$ 121,915	\$ 117,583	\$ 88,279

Note 1: Corporate capital project examples include cyber security, eternal fibre network infrastructure, enterprise application integration software, unified communications and technology disaster recovery business continuity plans.

Note 2: The expense forecast has been refined from the COM2019-024 report to smooth the estimated expenditure forecast so increases are more gradual. The total expenditure between 2021 and 2029 is the same at \$13.2 million. The revenue forecast changed as the proposed inflationary increase in 2021 has been cancelled and the 2022 inflationary increase was changed from 2% to 3%. This has reduced total revenue from 2021-2029 of \$14.1 million to \$13.5 million. This reduction in revenue is self evident in the ending reserve balance, which was originally forecasted to be \$432,300 and is now \$88,300.

## Appendix C - Business Licensing Fees and Charges 2020- 2021

## Current and Proposed

	2020 Fee	Effective Date of Fee	2020 % Increase / Decrease	2021 Fee	Effective Date of Fee	2021 % Increase / Decrease
<b>Business Registration &amp; Licences</b>						
General Business licence (life time)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Animals for Entertainment (per event)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Auctioneer	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Barber Shop	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Beauty Salon	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Bed & Breakfast (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Bed & Breakfast (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Building Renovator	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Donation Box Operator	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Donation Box (per location/ per box)	\$ 84.00	1-Jan-2020	0%	\$ 84.00	1-Jan-2021	0%
Drain Laying Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Driveway Paving Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Dry Cleaner & Launderette (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Dry Cleaner & Launderette (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Fair (per event)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Fence Installation Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Flyer Distributor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Flea Market (Public Property)	\$ 100.00	1-Jan-2020	0%	\$ 100.00	1-Jan-2021	0%
Flea Market (Private Property)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Food Shop (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Food Shop (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Food Truck	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Food Truck (One Day)	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Food Trailer	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Food Trailer (One Day)	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Recognized Food Trailer (Hot Dog Cart) within BIA boundary	\$2,283.00	1-Jan-2020	0%	\$2,283.00	1-Jan-2021	0%
Recognized Food Trailer (Hot Dog Cart) outside of BIA boundary	\$ 884.00	1-Jan-2020	0%	\$ 884.00	1-Jan-2021	0%
Group Home (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Group Home (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Home Occupation	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
HVAC Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Motor Vehicle Facility (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Motor Vehicle Facility (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Newspaper Vending Box Operator	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Newspaper Vending Box (per location)	\$ 13.00	1-Jan-2020	0%	\$ 13.00	1-Jan-2021	0%
Nightclub (Class A)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Nightclub (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Old Gold Shops	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Pet Shop	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Plumbing Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Pool Installation Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%

## Appendix C - Business Licensing Fees and Charges 2020- 2021

## Current and Proposed

	2020 Fee	Effective Date of Fee	2020 % Increase / Decrease	2021 Fee	Effective Date of Fee	2021 % Increase / Decrease
<b>Business Registration &amp; Licences</b>						
Portable Sign Lessor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Private Property Parking Enforcement Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Private Property Parking Enforcement Officer	\$ 29.00	1-Jan-2020	0%	\$ 29.00	1-Jan-2021	0%
Public Hall (Class B)	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Refreshment Vehicle Class A	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Refreshment Vehicle Class B	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Special Sale (per event)	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 30 consecutive days)	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 60 consecutive days)	\$ 82.00	1-Jan-2020	0%	\$ 82.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 90 consecutive days)	\$ 121.00	1-Jan-2020	0%	\$ 121.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 3 consecutive days)	\$ 35.00	1-Jan-2020	0%	\$ 35.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 30 consecutive days)	\$ 82.00	1-Jan-2020	0%	\$ 82.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 6 consecutive months)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Tobacconist	\$ 172.00	1-Jan-2020	0%	\$ 172.00	1-Jan-2021	0%
<b>Business Registration &amp; Licences - Renewal</b>						
Auctioneer	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Barber Shop	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Beauty Salon	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Bed & Breakfast (Class A)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Bed & Breakfast (Class B)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Building Renovator	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Donation Box Operator	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Donation Box (per location/ per box)	\$ 60.00	1-Jan-2020	0%	\$ 60.00	1-Jan-2021	0%
Drain Laying Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Driveway Paving Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Dry Cleaner & Launderette (Class A)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Dry Cleaner & Launderette (Class B)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Fair (per event)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Fence Installation Contractor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Flyer Distributor	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Flea Market (Public Property)	\$ 100.00	1-Jan-2020	0%	\$ 100.00	1-Jan-2021	0%
Flea Market (Private Property)	\$ 140.00	1-Jan-2020	0%	\$ 140.00	1-Jan-2021	0%
Food Shop (Class A)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Food Shop (Class B)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Food Truck	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Food Truck (One Day)	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Food Trailer	\$ 313.00	1-Jan-2020	0%	\$ 313.00	1-Jan-2021	0%
Food Trailer (One Day)	\$ 69.00	1-Jan-2020	0%	\$ 69.00	1-Jan-2021	0%
Recognized Food Trailer (Hot Dog Cart) within BIA boundary	\$2,283.00	1-Jan-2020	0%	\$2,283.00	1-Jan-2021	0%
Recognized Food Trailer (Hot Dog Cart) outside of BIA boundary	\$ 884.00	1-Jan-2020	0%	\$ 884.00	1-Jan-2021	0%
Group Home (Class A)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%
Group Home (Class B)	\$ 149.00	1-Jan-2020	0%	\$ 149.00	1-Jan-2021	0%

## Appendix C - Business Licensing Fees and Charges 2020- 2021

## Current and Proposed

	2020 Fee	Effective Date of Fee	2021 Fee	Effective Date of Fee	2021 % Increase / Decrease
<b>Business Registration &amp; Licences - Renewal</b>					
Home Occupation	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
HVAC Contractor	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Motor Vehicle Facility (Class A)	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Motor Vehicle Facility (Class B)	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Newspaper Vending Box Operator	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Newspaper Vending Box (per location)	\$ 13.00	1-Jan-2020	\$ 13.00	1-Jan-2021	0%
Nightclub (Class A)	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Nightclub (Class B)	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Old Gold Shops	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Pet Shop	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Plumbing Contractor	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Pool Installation Contractor	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Portable Sign Lessor	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Private Property Parking Enforcement Contractor	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Private Property Parking Enforcement Officer	\$ 29.00	1-Jan-2020	\$ 29.00	1-Jan-2021	0%
Public Hall (Class B)	\$ 148.00	1-Jan-2020	\$ 148.00	1-Jan-2021	0%
Refreshment Vehicle Class A	\$ 313.00	1-Jan-2020	\$ 313.00	1-Jan-2021	0%
Refreshment Vehicle Class B	\$ 69.00	1-Jan-2020	\$ 69.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 30 consecutive days)	\$ 69.00	1-Jan-2020	\$ 69.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 60 consecutive days)	\$ 82.00	1-Jan-2020	\$ 82.00	1-Jan-2021	0%
Temporary Vendor Private Property (up to 90 consecutive days)	\$ 121.00	1-Jan-2020	\$ 121.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 3 consecutive days)	\$ 35.00	1-Jan-2020	\$ 35.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 30 consecutive days)	\$ 82.00	1-Jan-2020	\$ 82.00	1-Jan-2021	0%
Temporary Vendor Public Property (up to 6 consecutive months)	\$ 140.00	1-Jan-2020	\$ 140.00	1-Jan-2021	0%
Tobacconist	\$ 149.00	1-Jan-2020	\$ 149.00	1-Jan-2021	0%
Business Licensing Appeal Fee - <b>See Note 1</b>	\$ 100.00	1-Jan-2020	\$ 100.00	1-Jan-2021	0%

**Note 1: This fee administered by Legislative Services**

## Appendix D – Business Licensing Reserve Projection

	Actuals	FORECAST									
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
<b>Expenses</b>	\$ 138,924	\$ 214,973	\$ 218,178	\$ 221,450	\$ 224,772	\$ 228,144	\$ 231,566	\$ 235,039	\$ 238,565	\$ 242,143	\$ 245,775
<b>Revenues</b>	\$ 148,375	\$ 123,973	\$ 218,400	\$ 239,656	\$ 241,000	\$ 242,500	\$ 245,000	\$ 248,000	\$ 249,500	\$ 252,000	\$ 255,000
<b>Net Balance surplus/(deficit)</b>	\$ 9,451	\$ (91,000)	\$ 222	\$ 18,206	\$ 16,228	\$ 14,356	\$ 13,434	\$ 12,961	\$ 10,935	\$ 9,857	\$ 9,225
<b>RESERVE</b>											
<b>Opening Balance</b>	\$ 94,796	\$ 46,247	\$ 732	\$ 0	\$ 11,552	\$ 24,424	\$ 32,488	\$ 41,080	\$ 50,135	\$ 57,321	\$ 63,234
<b>Annual surplus/(deficit)</b>	\$ 9,451	\$ (91,000)	\$ 222	\$ 18,206	\$ 16,228	\$ 14,356	\$ 13,434	\$ 12,961	\$ 10,935	\$ 9,857	\$ 9,225
<b>Sub-total</b>	\$ 104,247	\$ (44,753)	\$ 954	\$ 18,206	\$ 27,780	\$ 38,781	\$ 45,922	\$ 54,041	\$ 61,070	\$ 67,178	\$ 72,458
Corp. Capital Project Cntrb.	\$ 58,000	\$ 4,515	\$ 954	\$ 6,654	\$ 3,356	\$ 6,293	\$ 4,842	\$ 3,906	\$ 3,749	\$ 3,944	\$ 4,388
Safe Restart Funding	\$ -	\$ (50,000)									
<b>Total OutFlows</b>	\$ 58,000	\$ (45,485)	\$ 954	\$ 6,654	\$ 3,356	\$ 6,293	\$ 4,842	\$ 3,906	\$ 3,749	\$ 3,944	\$ 4,388
<b>Net Balance surplus/(deficit)</b>	\$ 46,247	\$ 732	\$ 0	\$ 11,552	\$ 24,424	\$ 32,488	\$ 41,080	\$ 50,135	\$ 57,321	\$ 63,234	\$ 68,070

Note – This forecast is based on expected average revenue generation based on the 1.5 enforcement officer model. Increased revenue per year is attributed to higher unit sales, not fee increases. Once more information is collected on the size of the market and level of demand post COVID-19, a revised expense and fee structure will be created.