

INTER-OFFICE MEMORANDUM

TO:

MAYOR AND MEMBERS OF COUNCIL

DATE: August 14, 2023

FROM:

DEPUTY CHIEF ADMINISTRATIVE OFFICER

FILE: 42000-01

AND CHIEF FINANCIAL OFFICER

SUBJECT: FURTHER AMENDMENTS TO THE CONSOLIDATED FEES AND

CHARGES BYLAW

The purpose of this memorandum is to identify further amendments to the Consolidated Fees and Charges Bylaw that will appear on August 28, 2023 Council agenda.

INTER-MUNICIPAL BUSINESS LICENCE

At the July 24, 2023 Open Council meeting, the following two relevant motions were passed:

THAT the proposed fees and charges adjustments, as outlined in Attachment 1 and Attachment 2 (Appendices A to F) of the report titled "Burnaby Consolidated Fees and Charges Bylaw" dated July 18, 2023, effective January 1, 2024, be approved;

THAT the City Solicitor be authorized to bring forward a bylaw to amend the Burnaby Consolidated Fees and Charges Bylaw, to impose the fees and charges as set out in the report.

The Inter-Municipal Business Licence Fee was included within Schedule A2 of Attachment 1, whereby it was subject to the benchmark rate increase of 3.31%. Upon further review, the Chief Licence Inspector has identified that the fee must remain at \$250, given that the fee is harmonized across member participating municipalities, and that any increase requires their consent. As such, the fee is being held at the \$250 rate in the bylaw to be presented on August 28, 2023, instead of that originally proposed. City staff will work with other IMBL participating municipalities to review the fee in early 2024, following which a separate report and bylaw amendment will be taken forward to Council.

Noreen Kassam CPA CGA
DEPUTY CHIEF ADMINISTRATIVE OFFICER
& CHIEF FINANCIAL OFFICER

cc: Chief Administrative Officer GM Corporate Services GM Community Safety City Solicitor

CITY OF BURNABY BYLAW NO. 14593

A BYLAW to amend Burnaby Consolidated Fees and Charges Bylaw

The Council of the City of Burnaby ENACTS as follows:

- 1. This Bylaw may be cited as BURNABY CONSOLIDATED FEES AND CHARGES BYLAW, AMENDMENT BYLAW NO. 2, 2023.
- 2. Burnaby Consolidated Fees and Charges Bylaw, as amended, is further amended by:
 - (a) repealing section 5 in its entirety;
 - (b) repealing the Table of Contents and all the Schedules in their entirety and replacing them with the Table of Contents and Schedules attached to this Bylaw.
- 3. This Bylaw comes into force and effect January 1, 2024.

FIRST READING	day of	, 2023
SECOND READING	day of	, 2023
THIRD READING	day of	, 2023
ADOPTED	day of	, 2023

MAYOR

CORPORATE OFFICER

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