



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: June 21, 2021

Department: Fire

Topic: Fire fees by-law

Purpose: To update the fire department fees by-law

Background: A comprehensive fire service fee bylaw is intended to assist the township in recovering costs incurred for emergency mitigation and other requested services provided by the fire department.

Financial Considerations: Council may consider transitioning open burning permits to a user pay system. The system is utilized by less than 50% of the properties in the Township. The revenue from a modest charge per permit would cover the cost of the permitting system and any surplus could be utilized to fund fire prevention programs within the Township. The cost for the Burn Permit system is based on use and is approximately \$2000.00/year. The cost is expected to rise with increased public awareness and compliance. This does not include administration time by staff to assist residents or enforcement of the open burning bylaw.

Potential annual revenue based on 1400 permits (2020) at \$10.00 = \$14,000.00

Burn permits are valid for a calendar year. A user fee system would be best implemented at the start of a new permit cycle. Staff recommends transitioning to a \$10.00 charge per burn permit beginning in 2023. This will allow for advanced notice of the change to residents during the 2022 calendar renewal and ensure the background framework is in place for a smooth transition.

Recommendation: That Committee recommends that Council approve the updated fire fees by-law.

A handwritten signature in black ink, appearing to read 'Bob Men', written over a horizontal line.

Fire Chief