

**The Township of The Archipelago**  
**Recommendation Report to Council**

**Report No.:** Planning-2024-01

**Date:** 2024-11-21

**Originator:** Steve Wark, Planning Coordinator

Cale Henderson, Manager of Development & Environment Services

**Subject:** 2024 Planning Fees Amendment Proposal

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**RECOMMENDATION**

That Council provide direction to staff to notify our residents of the intention to amend the Tariff of Fees and proceed with the increase in Planning fees as proposed.

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**BACKGROUND**

Township of The Archipelago Planning fees were last updated in 2017. Since then, operating costs and fees for professional services have increased significantly. Fees of surrounding municipalities were reviewed to determine appropriate increases.

Please refer to the attached spreadsheet detailing current and proposed fees, as well as adjustments for inflation and average fees taken from municipalities in the surrounding area.

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**FINANCIAL IMPLICATIONS**

Approving the proposed fees will help the Township keep pace with inflation and rising costs of professional services.

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**ANALYSIS/OPTIONS**

Option 1 – Recommended

1. That Council approve the fees as proposed, direct staff to provide notice to ratepayers of the intention to amend the Tariff of Fees, and amend the Tariff of Fees accordingly.

Option 2 – Not Recommended

2. That Council alter some or all of the proposed fees before directing staff to provide notice to ratepayers of the intention to amend the Tariff of Fees, and amend the Tariff of Fees accordingly.

Option 3 – Not Recommended

3. That Council reject the proposed fees and not proceed with amending the Tariff of Fees at this time.

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**STRATEGIC PLAN**

This direction is in alignment with the following Strategic Priorities contained within our Strategic Plan:

- Sustainable & Cost-Effective Services

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**CONCLUSION**

That Council provide direction to staff to notify our residents of the intention to amend the Tariff of Fees and proceed with the increase in Planning fees as proposed.

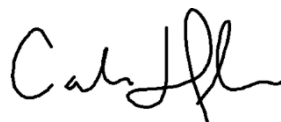
Respectfully Submitted,



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Steve Wark  
Planning Coordinator/  
Secretary-Treasurer

I concur with this report  
and recommendation,



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Cale Henderson, MCIP, RPP  
Manager, Development &  
Environmental Services

I concur with this report  
and recommendation



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John B. Fior  
CAO

**ATTACHMENTS**

1. 2024 TOA Planning Fees Proposal