

Budget 2018

City of Corner Brook



Front Row Left - Right: Mayor Jim Parsons, Deputy Mayor Bill Griffin

Back Row Left - Right: Councillor Vaughn Granter, Councillor Bernd Staeban, Councillor Tony Buckle, Councillor Josh Carey, Councillor Linda Chaisson

Introduction

Mister Mayor, on behalf of Council, I am pleased to present the 2018 Corner Brook Municipal Budget. A budget is a major undertaking, particularly in the first year of a Council's mandate. Since the election less than three months ago, Council has undergone an extensive orientation on the City's operations and a thorough review of the City's finances. During the election campaign, members of Council had extensive interactions with residents, businesses, user groups, and external partners. With the assistance of our capable staff, and with a generous amount of feedback captured through the recent election process, Council has formulated a direction for the City for 2018 and beyond.

I would like to take this opportunity to thank the various community groups, representatives of our business community, Mayor and Council, and all of our staff for their input and suggestions on the 2018 budget. The task of balancing the City's budget is a tremendous responsibility, and increasingly challenging, as expenses and expectations continue to rise.

2017 in Review

In 2017, the City published its Corporate Priorities document outlining the key pillars to assist in allocating resources. The Corporate Priorities document was

finalized after consultation and feedback from the public and user groups from a cross section of the City. The four key strategic priorities are:

- Invest in Quality Infrastructure Development
- Economic Development & Population Growth
- Revitalize our Downtown
- Sustainable Development & Sports and Eco (Adventure) Tourism

During 2017, the City also realigned City operations by restructuring two City departments. Under the new structure we have a Department of Community, Engineering, Development & Planning and a Department of Public Works and Water & Wastewater. It is envisioned that this change will allow for quicker and more efficient decision making and approval for both internal and external projects.

Mister Mayor, the City was pleased to see some new construction in 2017. These new developments include Fairway Honda, Western Hydraulics, Veitch's Physiotherapy, the former Post Office facility, the former City Hall building, the final phase of the Old Humber Road development, and a new 24 unit apartment building on Wheelers Road.

In June 2017, the City was awarded the bid to host the 2018 Scotiabank Hockey Day in Canada. Scotiabank Hockey Day in Canada is a major event taking place over 4

days from January 17-20, 2018. Events will include visits with the Stanley Cup, music, entertainment, Alumni game, visits from former NHLers, visits from sport broadcasting personalities including Ron MacLean and Don Cherry, and of course, lots of hockey. The City will be the backdrop of a full day of NHL hockey coverage on CBC and Rogers Sportsnet. This will be an exciting time for the City and we thank the Local Organizing Committee and all groups involved in preparing for this event. We are confident this event will be hugely successful and we thank all the volunteers and supporters who are committed to make this the best Scotia Hockey Day in Canada event ever!

2018 Plans

In 2017 the Province announced the awarding of the contract to begin the construction of the new Long Term Care facility on the campus of the new Western Regional Hospital site. We welcome this announcement and we congratulate the Provincial Government on keeping its commitment to move forward with this much needed development. The City anticipates this project will be a significant economic generator for the entire region.

With the construction of the Long Term Care facility comes an estimated 200 new healthcare jobs. These new positions will provide an increase to the economic base within our city and provide an opportunity to attract young families to our area.

Mister Mayor, Council must embrace every opportunity to make Corner Brook a place where newcomers want to settle and where young people have economic opportunity. Through embracing opportunity for growth, Council is addressing one of its four pillars - Economic Development & Population Growth.

Connecting with Citizens

Mister Mayor, it is easy for City Hall to lose touch with the community it serves. Moreover, City Hall has the unique opportunity to act as a hub for information sharing and problem solving among community groups. In the spirit of better collaboration with community partners, earlier this evening, Council established two new community committees: the Accessibility and Inclusive Community Committee and the Community Services Committee. The mandate to guide the work undertaken by these committees were tabled by Council earlier this evening. These committees will meet quarterly and will engage individuals and groups from the community, along with council representatives and city staff. In the new year, it is expected that Council will establish similar committees for recreation, the arts, and the environment.

In addition, Council will take measures to become more transparent and open to citizens. Council has already implemented changes to the way council in committee minutes are ratified to make them more understandable. In 2018, Council will begin

publishing complete agenda packages, including all requests for decision (RFD) documents and all background information that councillors receive.

Building our Economy

Mister Mayor, Corner Brook and the entire west coast is facing serious economic and demographic challenges. To address these challenges, we need a plan. This evening, Council established an Economic Development Strategy Committee comprised of local subject matter experts with administrative support from the City. This committee will reach out into the community to build a shared vision of where our economy needs to go in the coming years, with actionable recommendations on how to get there. Utilizing local expertise, Council will work cooperatively with committee members in preparing a strategy to guide and prepare our local economy for the future.

Mister Mayor, Council and City staff are committed to continuous improvement through a review of the services we provide to businesses and developers. Earlier this evening, Council resolved to conduct an internal review of our development approval process with the goal of improving services to external stakeholders. We know we need to communicate more effectively with business, and through this review we will build trust and understanding with the business community.

Tourism Strategy

Mister Mayor, for too long the City of Corner Brook has overlooked the tourism sector. Earlier in my comments, I referenced Council's commitment to Key Pillars. Sustainable Development & Sports and Eco Tourism is a priority for the City. In 2018, the City will pursue the development of a tourism strategy. This strategy will be created through an industry-driven process, where Council and stakeholders work collaboratively utilizing key assets of the region to build the City as a tourism hub.

Concurrently, we are seeking changes in provincial regulations to allow the City to enact a mandatory accommodations levy. This levy will raise funds specifically for tourism and marketing purposes.

Mister Mayor, the Corner Brook Civic Centre is a tremendous asset in our community and region. It offers a broad range of services that touch almost every aspect of our community. While the facility is frequently utilized, it comes at a great net cost: approximately \$900,000 per year. Mister Mayor, Council recognizes the valuable services the Civic Centre provides to the community, as well as its tourism potential as a conference and meeting centre. To realize increased benefits while reducing the net cost to taxpayers, the city will develop a renewed strategic plan for the Civic Centre in 2018.

Infrastructure Improvements

Mister Mayor, capital requirements and funding are always important to the City and its efficient operations. In alignment with the Federal Government objectives related to climate change and asset management, we are excited to announce that Corner Brook has been selected as a cohort with the Federation of Canadian Municipalities – Municipalities for Climate Innovation Program's Climate and Asset Management Network. Along with the funding opportunities from this program, the City will be equipped with the tools and knowledge to identify and plan for replacement, improvements and upgrading of our existing asset base. We are the only community in the province accepted in this round of the program, and we hope to become a leader in this area.

Mister Mayor, like most cities, our City has a much greater need for capital asset funding. Across the country, reports have indicated that the municipal infrastructure deficit is in excess of \$120 billion, and growing. Municipalities are tasked with managing the need to replace aging and failing infrastructure, while increased revenue opportunities are diminishing. Citizens are demanding and expecting new and improved infrastructure, while existing infrastructure is old, and in many cases – failing or on the verge of failure. Further compounding this are the impacts of climate change on the functionality of vulnerable municipal assets. The

City relies on its government partners at the Provincial and Federal level to assist with the appropriate funding for its many infrastructure needs. Our government partners have been very supportive and we are very appreciative of their efforts. We will continue to work with them to provide access to additional funding opportunities. In 2018, the City will continue its investment in the storm sewer separation project in the Elswick / Cobb / Lower West Valley Road area. The total cost of this project is \$10 million and will see all underground infrastructure replaced along with new curbs, sidewalk and asphalt. The City will also see the replacement of the Main Street Bridge in 2018. This \$5 million project will see the existing bridge removed and replaced with a 4 lane bridge with a higher brook clearance than currently exists. The City will also be investing significantly in its asphalt program to ensure our roads are safe and efficient for all users. We anticipate an approximate expenditure of \$3 million for resurfacing in 2018.

The City continues to work towards implementing a new waste water treatment facility. This significant piece of infrastructure is mandated by the Federal government, and is expected to cost in excess of \$80 million. To date, no dedicated Federal funding has been announced. While we continue our due diligence on this project, we implore the federal government to create a dedicated program to assist municipalities in funding large scale infrastructure programming of this nature.

These projects are especially burdensome for communities in Newfoundland and Labrador.

Investments in Recreation

Mister Mayor, Jubilee Field is a jewel in our City's recreation offering, but the support buildings around the field have been left to languish too long. Council understands the need to support this redevelopment and it is prepared to commit its share of the approximately \$1.5 million required to complete the proposed renovation. Council is optimistic that the funding proposal currently before the federal and provincial governments will be successful. When it is, the City is ready to release approximately \$500,000 toward this worthwhile renewal. Keeping with feedback received during the election, and with the goal of ensuring Corner Brook is family friendly, the City is also prepared to commit capital funding toward the creation of a splash pad. This will be a priority project which we hope to begin construction in 2018.

Of course, the feasibility study into the development of a regional aquatic facility is ongoing and expected early in the new year. We are committed to working with our neighbour municipalities in the region to find solutions to our shared challenges. Investments in our recreational infrastructure are critical in establishing Corner Brook as a family friendly and healthy city.

Expenditures

Mister Mayor, as a new Council that started in September, we have only had a short period of time to review the expenditures of the City. While we are confident there are opportunities for savings and efficiencies, we are equally confident that many areas of the City are operated in an effective and efficient manner. This Council is determined to work with our dedicated staff to ensure that every taxpayer dollar is being used in the most productive manner possible.

Total spending in the 2018 budget is \$35,059,600. This represents an increase of just \$412,300 or 1.19% over the 2017 budget. This amount is lower than the known increases for employee compensation and CPI. In order to limit the expenditure increases, Council has had to make tough decisions in some areas. While there is a lot that Council wishes to achieve, it can only be achieved within its fiscal capacity. Council has budgeted for the reduced growth in spending while meeting the City's expanding service level expectations. It should be noted that the 2018 budget does not include any salary increases for Council and it pares City Hall travel expenditures by 15%.

In 2018, the City will begin to experience the significant cost increases that relate to the implementation of the Provincial Waste Management Strategy. These increases have been forecasted for a number of years, but are nonetheless a

challenge to our budget. In 2018 the City is expecting our waste disposal costs to increase from \$243,000 to \$520,000. Based on current volumes and projected rates, the 2019 expenditure could increase by an additional \$200,000 to \$720,000 representing a tripling of our 2017 costs. The City, and all of residents, must explore alternatives to reduce the volume of waste produced. Without any changes, the 2019 waste disposal costs will be triple the 2017 forecasted costs.

Included in the 2018, is a \$1,000,000 contribution towards City's share of capital projects. Allocating these funds directly from our operating revenues allows the City to reduce its borrowing demands for future years. Any additional funds required for the City's share of the capital program are borrowed over a five year term.

Also, included in the 2018 budget is the continuation of \$600,000 towards the purchase of vehicles and equipment. The City has over 120 vehicles and pieces of specialty equipment required to be maintained, replaced or upgraded on an annual basis. Included in the 2018 budget is \$100,000 towards the purchase of a rescue truck for the Fire Department.

The sewer levy will continue at its current levels for 2018. The City engaged CBCL Limited to complete a waste water treatment strategic plan. The plan includes analyzing appropriate treatment technologies, optimizing the collection system,

and conceptual site selection options. This plan will also identify opportunities to implement portions of the project in phases. Implementing the project in phases will allow for more flexibility in the financial and operational obligations of the project, while still meeting the Federal regulations. The current sewer levy reserve balance is \$8.3 million and is expected to increase by \$1.0 million in 2018 to a forecast of \$9.3 million. While this reserve will not fully meet all our financing needs, it will go a long way towards reducing any future borrowing requirements associated with this project and represents prudent fiscal planning.

Provincial Government

The Council of the City of Corner Brook continues to acknowledge the challenges facing the current Provincial economy and the Provincial government's budget.

The City is a regional service centre for the entire West Coast, and there exists a tremendous opportunity for economic development in our region. We strongly encourage a joint and proactive approach with the Provincial government to explore opportunities within the local economy to their fullest potential.

Mister Mayor, the City is pleased with the recent announcement by the Provincial government to review the existing legislation that governs municipalities in this Province. The City of Corner Brook believes there are opportunities for greater

efficiencies and we are eager to provide input into with an improved modern approach to the municipal and regional governance model.

Taxes & Fees

Mister Mayor, the 2018 budget has been prepared based upon the assessments provided by the Municipal Assessment Agency. There are minimum overall changes in the assessed value for 2018 compared to 2017.

While there has been little growth in our assessed values, the City recognizes the challenges that our residents and businesses face in regards to local taxation in tough economic times. **The City is pleased to announce that there will be NO changes to the 2018 property or business tax rates or associated fees.**

In addition Mister Mayor, I am proud to say that we are beginning the phase out of the poll tax. The poll tax is a regressive tax that has been eliminated in most jurisdictions. It is particularly harsh on young and low-income workers. It is difficult and inefficient for City staff and small businesses to manage. That said, this tax contributes a great deal of revenue to our bottom line and it would be irresponsible to eliminate it in one fell swoop. Instead of reducing the tax amount, we are starting by raising the exception limit to \$22,500—an amount roughly double the current exception amount. This will provide relief to those who can least afford to pay the tax. It is estimated that this measure will reduce the poll tax roll by at least 20-25%.

I am pleased to also report that Council will continue the program of a 15% discount for seniors who are eligible and qualify and continue the payment plan initiative for qualifying seniors.

Debt Servicing

Mister Mayor, the City's debt servicing is a major annual cost to the City. Debt financing is incurred by the City on capital projects in order to manage the cash flow of the City. While the City receives funding for the majority of its capital projects, this funding is never enough to fully cover the cost of the projects. Typical funding assistance represents anywhere from 50 to 70% of the total budgeted costs. Budget 2018 assumes debt servicing costs of \$5.58 million, with \$100 thousand of this amount being paid directly by the Provincial Government. The \$5.48 million net debt payments (\$5.45 million in 2017 budget) represents 15.29% (15.73% in 2017 budget) of the total budget – this is well below the municipal threshold of 30% set by the Provincial government. Of this amount, half (50.3%) or \$2.79 million is related to borrowing costs associated with the water treatment plant and distribution system.

Conclusion

Mister Mayor, as we have already stated, the preparation of this budget is an onerous task. There are many variables to be considered and weighed in the

attempt to balance all of the needs and the expectations with the fiscal capacity. I again thank everybody for their valuable contribution to the budget process.

As required by legislation and sound long term financial planning our budget today is a balanced budget. I would now like to make the following four motions:

- Be it RESOLVED that the City of Corner Brook, in accordance with *The City of Corner Brook Act*, approve the attached tax rates for the 2018 taxation year.
- Be it further RESOLVED that the City of Corner Brook, in accordance with *The City of Corner Brook Act*, approve the attached Schedule of Rates & Fees, to take effect January 1, 2018.
- Be it further RESOLVED that the City of Corner Brook, in accordance with *The City of Corner Brook Act*, approve an annual rate of interest of 10.5% to be levied on all past due taxes and accounts receivable on a monthly basis.
- Be it further RESOLVED that the City of Corner Brook, in accordance with *The City of Corner Brook Act*, approve the 2018 Budget with operating Revenues and Expenditures totalling \$35,059,600.

CITY OF CORNER BROOK

2018 TAX RATES

1. **A REAL PROPERTY TAX** of not less than \$275 on every parcel of real property within the City, and every parcel of real property outside the City which is situated on, in or over, or under water and is accessible from land within the City; and the rate of tax shall be, subject to the minimum property tax:

Fully Serviced (Water and Sewer) - Commercial -12.5 mils plus \$635 per unit water and sewer which includes a \$100 sewer levy.

Fully Serviced (Water and Sewer) - Residential – 7.5 mils plus \$555 per unit water and sewer which includes a \$100 sewer levy.

Partially serviced (Water Only) - Commercial – 9.5 mils plus \$545 basic charge per unit.

Partially serviced (Water Only) - Residential – 4.5 mils plus \$465 basic charge per unit.

Unserviced – 5.0 mils only

Unserviced – Watson Pond Industrial Park – fire protected area - 8.0 mils only

Metered – 6.0 mils plus meter rates

Non-Taxable - Water and Sewer Rates only – 6.5 mils plus \$635 basic charge per unit which includes a \$100 sewer levy.

Trailers - A real property tax rate of 5.75 mils.

All taxes so imposed shall be based upon the value of the real property so taxed as set down in the last Assessment Roll of the City, prepared in accordance with the provision of the Assessment Act, 2006, (which real Property Tax shall be added to the Water and Sewer charges to constitute the Municipal Tax in accordance with established policy).

2. (i) **A BUSINESS TAX** shall be imposed on all individuals, partnerships, associations and corporations carrying on business in the City and the rate of Business Tax so imposed for each class of business (as attached) shall be fixed at:
- a. 10.0% (100.0 mils) Chartered Banks, Financial Institutions
 - b. 6.0% (60.0 mils) Oil Companies Bulk Storage Facilities
 - c. 4.0% (40.0 mils) Insurance Companies, Department Stores
 - d. 3.0% (30.0 mils) Professional Businesses, Communications, Private Schools, Large Retail
 - e. 1.675% (16.75 mils) General Commercial and Industrial – including:
Car Rentals, Car Sales, Commercial Garages/Automotive & Parts Sales & Repair Shops, Service Stations, Transportation Depots/Trucking Companies, Transportation Terminals, Convenience Stores/Gas Bars, Drug Stores, Dispensaries, Grocery Stores, Clothing Stores, Computer Sales, Electronic Repairs and Electronics Sales, Jewelry Stores, Music Stores, Shoe Stores, Sporting Goods/Equipment, Video Shops, Retail-Other, Hardware Stores, Building Supplies, Furniture/Carpet Stores, Wholesalers, Warehouses, Monument Sales, Construction Companies/Services, Daycare Services, Personal Services, Bakeries, Barber Shops/Beauty Salons, Taxi Businesses, Convenience Stores, Custom Workshops/Repairs, Retail-Residential, Restaurants, Taverns, Places of Amusement, Repairs/Commercial, Recycling, Hotels, Motels, Book Stores, Dry Goods/Fabric/Flower Shops, Photo Shops, Takeout Food Services, Fish Harvesting & Processing, Industrial, Bed & Breakfasts and Hospitality Homes and All Other
 - f. 0.4% (4 mils) Nursing Homes

per annum of the assessed value of real property used by all individuals, partnerships, associations and corporations carrying on business, trade, or profession in respect of which a tax is imposed as determined by the Assessor, using the City assessment for real property assessed from time to time under the City of Corner Brook Act, 1990, and the Assessment Act, 2006.

- (ii) 2.5% of gross revenue - All businesses subject to taxation under the Taxation of Utilities & Cable Television Companies Act
- (iii) Where the real property tax is not applicable to a business because it has no fixed place of business, the business tax shall be set at the minimum rate of 2.5% of the gross revenue of the business as set forth in Section(s) 146 and 150 of the City of Corner Brook Act, RSNL 1990 Chapter C-15.
- (iv) Where the amount of tax calculated under (i) or (ii) above is less than \$270, the minimum business tax shall be set at \$270. For home based businesses, paying an additional unit charge for municipal tax, the minimum tax will be reduced to \$50.
- (v) Where the gross revenue of a business subject to tax under (ii) or (iii) above is less than \$10,000, the business tax shall be 1% of gross revenue, with a minimum charge of \$10.

The registration fee for new businesses will be \$25, to be set by regulation. Businesses are required to register for business tax prior to operating in the City. All business tax is due January 1st, or from the date the businesses commence.

- 3. **A POLL TAX** set at \$200 per annum.
- 4. **MONTHLY METERED WATER RATES** shall be \$4.00 for each 1,000 gallons (4,546 litres).

DEFERRALS AND DISCOUNTS FOR SENIOR CITIZENS shall be granted for domicile properties in accordance with the following formula:

Age 65 and over - Pay \$555 per unit, subject to taxable income not exceeding \$12,500 for single pensioner or \$14,000 for married pensioner and total income not exceeding \$24,000, and the balance of taxes can be deferred.

For the purpose of computing income, prescription drugs to the value of \$700 for a single person or \$1,400 for a couple may be considered if supported by receipts.

All requests for deferrals must be supported by a copy of the Notice of Assessment from Canada Customs & Revenue Agency for the 2017 tax year. For the purposes of determining eligibility for the deferral, senior citizens 65 years and over may have one wage earner living in their dwelling, earning up to \$24,000 per year. Any other applicants would be subject to review of Council.

Senior citizens who will be 65 years of age or over during the 2018 fiscal year (1 January - 31 December 2018) will be entitled to a 15% discount off their Municipal Tax if they are in receipt of the Guaranteed Income Supplement (GIS) under the Old Age Security Act. Seniors citizens in receipt of the GIS are eligible for an interest free payment plan if all of the 2018 taxes are paid by June 29, 2018. To be eligible for the interest free payment plan, 20% of the outstanding taxes for 2018 are to be paid in February, March, April, May and June via post-dated cheques or pre-authorized payment.

The residential property must be their principal place of residence or the home must be permanently vacant. Discounts and deferrals will not be granted on property which is rented. The applicant must be the assessed owner of the

property. Discounts will not be applied to interest or arrears. At no time is the amount of the taxes deferred to exceed the assessed value of the property.

6. **WIDOWS'/WIDOWERS' DEFERRAL** shall be based on taxable income of \$12,500 or less plus \$1,350 for each dependent up to a maximum of three dependents, total income not to exceed \$24,000. The basic charge of \$555 per unit shall apply. Proof of income and conditions are required as for senior citizens' deferral. Any other applicants will be subject to review of Council. At no time is the amount of the taxes deferred to exceed the assessed value of the property.
7. **DISABLED PENSIONERS** shall receive the same deferral under the same conditions as widows, except they shall be allowed \$1,000 additional income for their spouse.
8. **EXEMPTION FROM POLL TAX** shall be in accordance with Section 152 of the City of Corner Brook Act, 1990.

The income exemption threshold will be set at \$22,500 for 2018 based on 2017 income as confirmed on 2017 CRA tax return documentation.

All applications for exemption shall be made on forms provided and shall be verified by documentation as acceptable by Council.

9. **A DISCOUNT** OF 1.0% shall be allowed on any Municipal Tax (Property and Water and Sewer Tax) paid in full, by cash, cheque or debit card, on or before February 28, 2018 and on any Business Tax paid in full, by cash, cheque or debit card on or before March 30, 2018.

10. **INTEREST ON ACCOUNTS:**

The interest rate will be 10.5% per annum. Interest will be applied monthly, to all accounts in arrears effective 1 January 2018. Such interest will be applicable to current year taxes effective February 28, 2018 for Municipal Tax, and March 30, 2018 for Business Tax. Interest will be calculated from date of tax billing. Any current year taxes paid prior to the discount date will not be charged interest. No discounts will be applied to interest charges.

11. **BUSINESS IMPROVEMENT AREA:**

A ten percent (10%) surcharge shall be imposed on the Business Tax levy, up to a maximum of \$1,000 per annum, in accordance with the Business Improvement Area Legislation.

12. The fee for tax certificates is \$100.

COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING and PROTECTIVE SERVICES DEPARTMENT FEES 2018

Development and Inspection

Residential Construction:

Regular Rate	½ of 1% of construction value
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New Home:

Main Floor Area	\$5.00/m ²
Finished floor above main floor area	\$1.40/m ²
Finished floor below main area	\$1.40/m ²
Basement	\$1.40/m ²
Attached Garage	\$1.40/m ²
Basement Apartment	\$1.40/m ²
Unfinished floor area	No Fee
Residential Landscaping Deposit	No Fee

Alterations / Extensions / Repairs:

Up to \$5,000	\$25.00
Over \$5,000	½ of 1% of construction value

Residential Permits

Patio / Deck / Pool	\$25.00
Retaining Wall / Driveway	\$25.00
Accessory Buildings up to \$5,000	\$25.00
Accessory Buildings over \$5,000	½ of 1% of construction value
Subsidiary Apartment	\$1.40/m ²

Commercial / Industrial / Institutional Construction:

Commercial Regular Rate	¾ of 1% up to \$300,000 of construction value and ½ of 1% over \$300,000
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New Commercial / Industrial / Institutional

Up to \$300,000.00	¾ of 1% up to \$300,000 of construction value
Over \$300,000.00	¾ of 1% up to \$300,000 of construction value and ½ of 1% over \$300,000
Extensions	\$50.00 (minimum fee) or Commercial Regular Rate
Alterations, Repairs	\$25.00 minimum fee) or Commercial Regular Rate
Accessory Building	\$25.00 minimum fee) or Residential Regular Rate
Sign permit	
Up to \$5,000.00	\$25.00
Over \$5,000.00	½ of 1% of construction value
Commercial Landscaping Deposit	\$4.00/sq m of lot area to a maximum of \$5,000.00

Development:

Development Application Fee	\$50.00
Subdivision or Consolidation of Property	\$50.00 per lot
Change of Use or Use Approval	\$50.00
Medical, Professional and Personal Services uses	\$50.00
(Not applicable in Residential Zones where public notices are required)	
Compliance Letters	\$100.00
Temporary Use Permit	\$20.00
Commercial Demolition approval	\$50.00
Residential Demolition approval	\$30.00
Development Regulation Amendment	\$150.00
Municipal Plan Amendment/Rezoning	\$300.00
Appeals Fee	\$100.00 plus HST
Public Notice (Variances & Discretionary)	\$150.00

Municipal Enforcement

Taxi Driver License	\$25.00
Taxi Operator License	\$50.00
Delivery Service Permit	\$25.00
Bagging a Meter	\$6.00
Parking Meter Fees	\$1.00 per hour

Parking Tickets

Expired Meter	\$15.00
If paid 24 hours before the Court Date at City Hall	
If not paid 24 hours before the Court Date at City Hall	
it is \$25.00 to be paid at Provincial Court	
Parking 1:00 AM to 8:00 AM	\$50.00
No Parking	\$20.00
Obstructing Traffic	\$45.00
Parking at a Bus Stop	\$45.00
Parking on a Sidewalk	\$45.00
Parking in Front of a Driveway or Loading Zone	\$45.00
Parking within Intersection, or within 6 metres of Intersection	\$45.00
Parking too close to a Fire Hydrant	\$45.00
Parking within Crosswalk	\$45.00
Parking within 6 metres of an Approach to a Crosswalk	\$45.00
Double Parked	\$45.00
Parking on Private Property without Permission	\$20.00
No Stopping	\$20.00
Parking without Permit in Designated Space	\$45.00
Parking in a Handicapped Parking space without a permit	\$100.00

Animal Control

Dog Licence – Regular Fee (3 year licence)	\$25.00
Less: Discount if dog is spayed or neutered	\$10.00
Less: Discount if dog has identity chip	\$5.00

Animal Regulations Violation Notices – Fees

Dog without a license / tag	\$50.00
Dog depositing excrement on street or property	\$25.00
Dog causing damage	\$25.00
Dog disturbing the peace by barking or howling	\$25.00
Impounding fee	\$10.00
Interference with Impounder	\$500.00
Dog biting, attacking or injuring	Appear in court when summoned
Dog/cat roaming at large:	

	Licensed	Unlicensed
1 st offence	\$50.00	\$75.00
2 nd offense	\$75.00	\$100.00
3 rd offense	\$100.00	\$125.00

Mobile Vending / Transient Businesses

Automobiles, Recreational Vehicles, Hot Tubs, Furriers:

Per day	\$200.00
Per week	\$1,000.00
Prepared Foods:	
Per year	\$250

All other mobile vending / transient Businesses:

Per day	\$25
Per week	\$125
Per month	\$400
Per 3 months	\$800
Per calendar year	\$1,500

Civic Centre

Ice Rental rates (all rate are exclusive of HST):

January 1 – September 4, 2018

Regular rates (12:00 pm to 11:00 pm)	\$174.73
Late night rates (11:00 pm to 5:00 am)	\$149.78
Early morning ice (Monday – Friday 5:00 am to 8:00 am)	\$ 47.64
Morning ice (Monday – Friday 8:00 am to 12:00 pm)	\$104.80
Minor programming	\$133.12

September 5 – December 31, 2018

Regular rates (12:00 pm to 11:00 pm)	\$178.22
Late night rates (11:00 pm to 5:00 am)	\$152.78
Early morning ice (Monday – Friday 5:00 am to 8:00 am)	\$ 48.59
Morning ice (Monday – Friday 8:00 am to 12:00 pm)	\$106.90
Minor programming	\$135.78

DEFINITIONS OF CLASSES OF BUSINESS - 2018

ALL OTHER means businesses not identified under any other specific category or where the nature of the business is unknown.

BAKERY means a factory for producing, mixing, compounding or baking bread, biscuits or any other bakery product, but does not include a restaurant or other premises where any such product is made for consumption on the premises.

BANK means any chartered bank.

BARBER SHOP /BEAUTY SALON means a building or part of a building where haircutting, hairdressing, manicure, pedicure, skin care, and other grooming services are provided.

BED & BREAKFAST/HOSPITALITY HOME means rooms for rent in a private home as a tourist establishment.

BOOK STORE means an establishment retailing primarily, but not limited to, new or used books and magazines.

BUILDING SUPPLIES means an establishment including, but not limited to, the sale of hardware and tools, lumber, windows, siding, bricks, paint, cement, roofing shingles, tiles, bathroom supplies, electrical and plumbing supplies.

CALL CENTRE means an establishment providing services and seeking business through the telephone network.

CAR SALES LOT means a building or open area used for storage, display and sale purposes, of motor vehicles, and includes ancillary services associated with automobile sales, such as repair and servicing, and sales of automotive parts.

CAR RENTALS means a building or part of a building or open area where automobiles are stored for rental and the offices for conducting such business is maintained.

CLOTHING STORE means an establishment retailing men's, women's and/or children's clothing and outerwear.

COMMERCIAL GARAGE (including automotive & parts sales & repair shop) means a building or part of a building, other than a private garage, used for the sale, repair or maintenance of automobiles, equipment or other self-propelled vehicles, heavy equipment, trailers and parts thereof, or where such vehicles are kept for remuneration, hire or sale. It includes, but is not limited to, body shops, muffler shops, mobile welding, and automobile glass. This definition does not include businesses whose primary business is automobile sales.

COMMUNICATIONS means any establishment or facility in the field of communications, including publishing companies, printing businesses, radio stations, television stations, telephone, internet, and telegraph companies.

COMPUTER SALES means an establishment retailing computers and any related hardware or software.

CONSTRUCTION COMPANY/SERVICES means a construction company or business providing goods and services to the construction industry, including but not limited to, electricians, plumbers, roofers, companies providing siding, paving, excavation, rental of equipment and vehicles, heavy equipment and trucking.

CONVENIENCE STORE means a retail store which is compatible with a residential area or uses not exceeding a floor area of 200 m and in which at least 80% of the retail floor space is devoted to the sale and display of groceries.

CONVENIENCE STORE/GAS BAR means a retail store which is compatible with a residential area or uses not exceeding a floor area of 200 m and in which at least 80% of the retail floor space is devoted to the sale and display of groceries, and includes pumps for retailing gasoline.

CUSTOM WORKSHOP/REPAIRS means a shop used for repairing or servicing household goods or for the manufacture of handcrafted goods and may include a retail store associated with the use.

DAYCARE SERVICES means a building or part of a building in which services and activities are regularly provided to five (5) or more children of pre-school age during the full daytime period as defined under the Day Care and Homemaker Services Act of Newfoundland, but does not include a school as defined by the Schools Act.

DEPARTMENT STORE means a retail establishment which is not limited to the sale of any specific items, but carries a variety of goods including, but not limited to clothing, footwear, household items, large and small appliances, hardware, personal care, jewelry, gifts, and may include furniture, computers and related equipment.

DISPENSARY means an establishment for the purpose of dispensing prescriptions by a pharmacist.

DRUG STORE means a retail establishment which includes the services of a pharmacist for the purpose of dispensing prescriptions, and which includes, but is not limited to, items for personal, skin and hair care, cosmetics, perfumes, confectionery and may include a section for the sale of grocery items and produce, but does not include the sole operation of a dispensary.

DRY GOODS/FABRIC/FLOWERS means an establishment which primarily sells a limited number of product types which may include, but is not limited to, ceramics, art galleries, gifts and crafts, art, crafts and hobby supplies, costume rentals, yard goods, flowers and floral arrangements, lottery tickets, collectibles, pets and pet supplies, brewing and winemaking supplies, but does not include department and clothing stores, and other stores defined in specific categories.

ELECTRONIC REPAIRS/SALES means an establishment for the sale, repair and maintenance of electronic equipment.

FISH HARVESTING AND PROCESSING means any building or location used for harvesting, processing, preparing, packing, freezing, storing, warehousing, shipping, sales or administration of any fish or seafood product.

FURNITURE/CARPET STORE means an establishment for the sale or rental of household furniture, appliances, carpets, rugs and flooring.

GROCERY STORE means an establishment for the purpose of retailing groceries, produce, fish, meat, baked goods, dairy products, and may include household and kitchen items, personal care products, magazines, and flowers.

HARDWARE STORE means an establishment including, but not limited to, the sale of hardware and tools, and may include paint, small appliances, household goods, lighting fixtures, automotive supplies, electrical and plumbing supplies.

HOTEL/MOTEL means a building with lodging accommodations and other services for travelers and tourists.

INDUSTRIAL means the use of land or buildings for the purpose of manufacturing, fabricating, assembling, altering, repairing, packing, canning, storing, breaking up, demolishing, or treating any article, commodity or substance, and industry shall be construed accordingly.

INSURANCE COMPANY/AGENT means any person, broker or business engaged in the business of providing life, automobile, property, liability, commercial, marine insurances services and insurance claims and adjusting services

JEWELRY STORE means an establishment for the sale of jewelry, fine china, silver, crystal, clocks and watches.

LARGE RETAIL means any retail establishment besides those included in DEPARTMENT STORE operating from an area in excess of 45,000 square foot.

MONUMENT SALES means an establishment for the sale of granite, marble, bronze or other monuments, plaques or memorials.

MUSIC STORE means an establishment for the sale of musical instruments and equipment, recorded music and related supplies.

NURSING HOME means a privately-owned and operated residence which provides accommodation and/or care for the elderly.

OIL COMPANY BULK STORAGE FACILITIES means a company who stores and supplies gasoline, oil and oil products to residential, commercial and industrial establishments.

OTHER FINANCIAL INSTITUTIONS includes trust companies, credit unions and finance companies, but does not include chartered banks.

PERSONAL SERVICES means a business providing services including, but not limited to,

laundry and dry cleaning, fitness, shoe repair, tattoo parlours, dressmaking and sewing repairs, travel agents, household moving and storage companies.

PHOTO SHOP means an establishment for the sale of photographic equipment and supplies, development and processing of film, and may include the taking of passport photos and portraits.

PLACE OF AMUSEMENT includes a motion picture or other theatre, public dance hall, music hall, bingo hall, arcade, billiard or pool room, bowling alley, ice or roller skating rink or similar use conducted within an enclosed building. This category would include businesses within the definition of tavern who offer amusement uses as defined in this category.

PRIVATE SCHOOL means any facility used for the purpose of providing instruction or training in a course of study, but excludes a provincial school as defined by the *Schools Act*, 1997, as amended.

PROFESSIONAL BUSINESS means a business that offers specialized knowledge or services that are advisory in nature or may be provided by individuals who are licensed members of a self-regulating association. Such individuals would include, but is not limited to: doctors, physiotherapists, chiropractors, other medical practitioners, dentists, lawyers, accountants, engineers, appraisers, financial/investment advisers, undertakers, real estate agents, architects, surveyors, and management or computer consultants. Where a retail component applies, the retail designation may apply at the decision of Council.

RECYCLING means a business which recovers useful material for recycling on the premises or for shipping to a recycling plant.

REPAIRS/COMMERCIAL means a business providing repair services to commercial establishments including, but not limited to, refrigeration.

RESTAURANT means a building or part thereof, designed or intended to be used or occupied for the purposes of serving the general public with meals or refreshments for immediate consumption at individual tables or booths; and may include the sale of spirits, wines or beers with meals but shall not include the exclusive sale of spirits, wines or beers for consumption on the premises, and does not include a tavern, boarding or lodging house.

RETAIL - RESIDENTIAL means a retail store within a dwelling unit, with the retail floor space not exceeding 50 m² or 50% of the floor area of the dwelling unit, whichever is less.

RETAIL - OTHER means a building or part of a building where goods or items are offered for sale at retail prices, and includes storage on or about the store premises of limited quantities of such goods or things sufficient only to service such store.

SERVICE STATION means any building used for the sale or installation of petroleum products, automotive parts and accessories and motor vehicle repair, and may include a convenience store or restaurant associated with the main use. This definition does not include a commercial garage, car sales lot or car washing establishment.

SHOE STORE means an establishment for the sale of footwear.

SPORTING GOODS/EQUIPMENT means an establishment for the sale of sporting goods, clothing, and equipment. This definition does not include a store which primarily sells sportswear and footwear without sports equipment.

TAKEOUT FOOD SERVICES means any retail establishment which sells prepared food not for consumption on the premises, or which does not offer self-maintained seating space.

TAVERN means a building which is primarily used or occupied for the purpose of selling or offering for sale, to the general public, of spirits, wines or beers for consumption on the premises and licensed or is licensable under the Liquor Control Act of Newfoundland, and any regulations made there under.

TAXI BUSINESS means a lot, with or without buildings, for the parking of taxicabs as defined in the City of Corner Brook Taxi By-Law.

TRANSPORTATION DEPOT/TRUCKING COMPANY means any station or lot used for the purpose of storing, servicing or refueling of vehicles connected with the transportation business, and any business involved in the transportation of goods by air, water or ground; but does not include a commercial garage.

TRANSPORTATION TERMINAL means any station for the use of transportation facilities available to the general public, including bus terminals.

VIDEO SHOP means an establishment for the rental of video equipment, movies and electronic games, and may include the sale of snacks and confectionery.

WAREHOUSE means a building or part of a building which is used for the housing, storage, display, adapting for sale, packaging or wholesale distribution of goods, wares, merchandise, foodstuffs, substances, articles or things.

WHOLESALER means an establishment which sells goods, usually in quantity, to retailers for resale.

Classifications for Business Tax will be reviewed annually by Council, and classification is subject to change at Council's discretion.

If a business falls into more than one category, Council reserves the right to assign the business to that category which it feels is most appropriate.

In case of a dispute as to the classification of a particular business, the business may appeal to the Finance & Administration Standing Committee who will make a recommendation to Council.

THE CITY OF CORNER BROOK RECOVERABLE WORK RATES

All property owners will be invoiced for actual costs incurred by the City of Corner Brook. The owner shall pay a deposit prior to the commencement of the work based on an average cost of the type of work being performed. If the actual cost of the work is less than the deposit, a refund will be made. Where the actual cost is greater than the deposit, property owners are required to pay a deposit prior to the commencement of the work.

A fixed cost will be charged for the following services only:

1. Turn off or turn on water rates are separated as per the following (per visit):
 - (a) The rate of **\$105.00** will be applied during normal working hours.
 - (b) The rate of **\$135.00** will be applied outside of normal working hours.
2. The rates for clearing of sewer service laterals are as follows:
 - (a) The rate of **\$195.00** is applicable where the sewer has to be rodded or taped during normal working hours.
 - (b) The rate of **\$285.00** is applicable where the sewer has to be rodded or taped outside of normal working hours.
 - (c) In the case that the sewer has to be excavated, the property owner is expected to pay the actual costs incurred by the City.

City of Corner Brook Budget 2018

City of Corner Brook Analysis of Budgeted Revenue and Expenditure from 2015 to 2018

	% of Total	2015 Budget	% of Total	2016 Budget	% of Total	2017 Budget	% of Total	2018 Budget	% of Total
REVENUE									
GENERAL TAXATION	85.3%	\$ 26,746,500	81.6%	\$ 27,793,000	81.2%	\$ 27,670,500	80.2%	\$ 27,841,400	79.6%
REVENUE FROM RESERVES	0.8%	171,100	0.5%	351,500	1.0%	20,000	0.1%	128,100	0.4%
LICENSES, FEES AND PERMITS	1.0%	255,000	0.8%	230,000	0.7%	236,500	0.7%	268,200	0.8%
911 PSAP	0.0%	800,000	2.4%	632,900	1.8%	698,700	2.0%	686,600	2.0%
INTEREST AND PENALTIES	0.9%	275,000	0.8%	350,000	1.0%	350,000	1.0%	410,000	1.2%
UTILITY GRANTS	4.1%	1,235,000	3.8%	1,293,000	3.8%	1,258,300	3.6%	1,188,200	3.4%
CONTRIBUTIONS & GRANTS	6.7%	1,953,500	6.0%	2,022,500	5.9%	2,376,500	6.9%	2,471,600	7.1%
RECREATION & CIVIC CENTRE	0.5%	1,070,400	3.3%	1,164,700	3.4%	1,539,100	4.5%	1,499,700	4.3%
OTHER REVENUE	0.7%	286,700	0.9%	391,700	1.1%	358,200	1.0%	465,700	1.3%
TOTAL OPERATING REVENUE	100.0%	32,793,200	100.0%	34,229,300	100.0%	34,507,800	100.0%	34,959,500	100.0%
LONG TERM DEBT RECOVERY		297,300		206,600		139,500		100,100	
TOTAL REVENUE		\$ 33,090,500		\$ 34,435,900		\$ 34,647,300		\$ 35,059,600	
EXPENDITURE									
EXECUTIVE & LEGISLATIVE	1.4%	\$ 340,600	1.4%	\$ 352,300	1.4%	\$ 297,500	1.2%	\$ 301,500	1.2%
CITY MANAGER OFFICE	2.0%	465,300	1.9%	524,300	2.1%	591,700	2.3%	597,700	2.3%
BUSINESS RESOURCE CENTRE (included in CEDP)	1.2%	150,000	0.6%	123,500	0.5%	186,300	0.7%	-	0.0%
FINANCE & ADMINISTRATION	10.8%	2,365,400	9.6%	2,369,000	9.5%	2,402,200	9.4%	2,559,900	9.9%
COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING	3.8%	759,600	3.1%	1,551,800	6.2%	1,517,300	5.9%	2,375,100	9.1%
TOTAL ADMINISTRATION	19.3%	4,080,900	16.5%	4,920,900	19.7%	4,995,000	19.5%	5,834,200	22.5%
PROTECTION TO PERSONS & PROPERTY	20.3%	5,362,200	21.7%	4,759,200	19.1%	5,011,100	19.6%	5,030,200	19.4%
CIVIC CENTRE	4.0%	1,833,900	7.4%	1,854,400	7.4%	2,416,000	9.4%	2,369,600	9.1%
SUPERVISION, ADMINISTRATION & BLDG.	18.6%	3,931,100	15.9%	3,598,300	14.4%	3,545,900	13.9%	2,812,400	10.8%
PUBLIC WORKS	23.7%	5,435,700	22.0%	5,633,000	22.6%	5,642,300	22.0%	5,921,200	22.8%
WATER & WASTEWATER	10.4%	3,167,800	12.8%	3,376,600	13.5%	3,249,400	12.7%	3,340,500	12.9%
TRANSIT	1.6%	348,600	1.4%	317,800	1.3%	335,500	1.3%	308,800	1.2%
TOTAL PUBLIC WORKS, WATER & WASTEWATER	54.4%	12,883,200	52.2%	12,925,700	51.8%	12,773,100	49.9%	12,382,900	47.7%
OTHER EXPENDITURE	2.1%	527,000	2.1%	503,000	2.0%	399,500	1.6%	366,000	1.4%
TOTAL OPERATING EXPENDITURE	100.0%	24,687,200	100.0%	24,963,200	100.0%	25,594,700	100.0%	25,982,900	100.0%
CAPITAL AND EQUIPMENT		2,410,000		2,620,300		2,600,000		2,600,000	
RESERVES		1,011,000		1,017,600		1,013,900		1,017,300	
DEBT PAYMENTS		4,982,300		5,834,800		5,438,700		5,459,400	
TOTAL EXPENDITURE		\$ 33,090,500		\$ 34,435,900		\$ 34,647,300		\$ 35,059,600	

**City of Corner Brook
Breakdown of Revenue & Expenditure
2018 Budget**

REVENUE

GENERAL TAXATION	
MUNICIPAL TAX/WATER METER	\$ 22,257,900
BUSINESS TAX	5,188,500
POLL TAX	320,000
DOWNTOWN BUSINESS SURCHARGE	75,000
OTHER REVENUE	
REVENUE FROM RESERVES	128,100
LICENSES AND PERMITS	268,200
911 PSAB	686,600
INTEREST & TAX PENALTIES	410,000
UTILITY GRANTS	1,188,200
CONTRIBUTIONS & GRANTS	2,471,600
RECREATION REVENUE	38,500
FACILITY RENTALS	235,400
LAND & OTHER REVENUE	230,300
CIVIC CENTRE	1,461,200
TOTAL OPERATING REVENUE	\$ 34,959,500
LONG TERM DEBT RECOVERY	100,100
TOTAL REVENUE	<u>\$ 35,059,600</u>

EXPENDITURE

EXECUTIVE AND LEGISLATIVE	\$ 301,500
CITY MANAGER	597,700
FINANCE & ADMINISTRATION	2,559,900
COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING	2,375,100
PROTECTIVE SERVICES	
FIRE PROTECTION	3,957,000
MUNICIPAL ENFORCEMENT	247,300
ANIMAL CONTROL	118,100
911 PSAP	707,800
PUBLIC WORKS, WATER & WASTEWATER	
SUPERVISION & ADMINISTRATION	1,560,400

**City of Corner Brook
Breakdown of Revenue & Expenditure
2018 Budget**

OTHER PAYROLL COSTS	600,000
BUILDING MAINTENANCE	652,000
PUBLIC WORKS	
STREET LIGHTING	672,000
STREET MAINTENANCE	919,500
SNOW CLEARING	1,896,500
TRAFFIC CONTROL	293,000
DRAINAGE	158,000
STREET & STORM SEWER CLEANING	326,500
GARBAGE COLLECTION & DISPOSAL	1,158,200
PARKS & FIELDS	497,500
WATER & WASTEWATER	
PURIFICATION & TREATMENT	1,474,800
WATER MAINS & HYDRANTS	1,190,600
SANITARY SYSTEMS	387,000
REGULATORS AND METERS	142,000
RESERVOIRS AND INTAKES	66,300
PUMPHOUSE	79,800
TRANSIT	308,800
CIVIC CENTRE	2,369,600
PROVISION FOR ALLOWANCE	120,000
GRANTS & SPONSORSHIPS	246,000
TOTAL OPERATING EXPENDITURE	\$ 25,982,900
CAPITAL EQUIPMENT	600,000
CAPITAL WORKS	2,000,000
RESERVE FOR SEWER LEVY	1,017,300
DEBT PAYMENTS	5,459,400
TOTAL EXPENDITURE	<u>\$ 35,059,600</u>