



November 4, 2019

Memo to: Mayor and Members of Council

Copy to: Neil Garbe, City Manager
Mary-Anne Dempster, Commissioner of Corporate and Financial Services

From: David Dexter, Director Financial Services and Treasurer

Subject: SRCFS.19.036 Tariff of Fees Update - Appendix D Draft By-Law 108-19
Schedule N - Additional Fee Item (*refer to Item 4.2 on the Oct 22, 2019
Budget Committee of the Whole Meeting agenda*)

The Building Services counter in the Planning and Regulatory Services Department has recently installed a Point of Sales System for Builders and/or Developers who wish to pay for services by Visa, MasterCard or Debit Card. Finance staff are recommending a 3.5% charge for transaction fees for those payments.

The revised Schedule "N" contained in Appendix "D" to staff report SRCFS.19.036 is attached (new fee is included as the second item on the footnotes).

"Signed version on file in the Office of the Clerk"

David Dexter
Director Financial Services and Treasurer