



## AMCTO's Corporate Training

# Users Fees as a Corporate Revenue- *What are you missing?*

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1 Day Workshop

In today's environment, there is more pressure on municipal administrators to engage in the subject of users fees as a revenue source. It may be prompted by political reasons to limit tax increases or, as in the case of water and sewers, because of legislative change. This session will provide essential information on user fees related to what the latest legislation requires, why it is important to have council approved user fee policies and what some of these policies should be, and why it is prudent to make the subject of user fees in your municipality a corporate-wide initiative if it is not already.

### **What you will learn:**

- The theory behind users fees in the municipal sector will be reviewed
- All relevant legislation will be discussed to understand the scope and limitations of user fees
- How to develop a corporate user fee policy
- The importance of making user fees a corporate topic as opposed to being departmental (including local boards)
- The principles of full cost recovery
- Is there a need for exceptions (waivers, exemptions, reduced rates, out of town rates) in setting fees and why
- The importance of establishing policy to determine allocation of costs
- Methods of determining user fees
- Why you need a process around public consultation and marketing
- When should user fees be charged
- How to update and review user fees