

Off-site levy potential payment relief options – Summary and next steps

Option #	Title	Summary	Next steps			
			Administration resourcing impacts	Work plan impacts	Engagement	Council
1	Maintain status quo	Continue collecting off-site levies and assessing late payment charges according to the current bylaws.	Low <ul style="list-style-type: none"> • Work would still be required to investigate other options and engage with stakeholders in order to return to Council with a status quo recommendation 	Low <ul style="list-style-type: none"> • Delay Off-Site Levy Bylaw Review & Audit Implementation by up to one to three months 	<ul style="list-style-type: none"> • Stakeholder engagement 	Anticipate returning to Council in July with status quo recommendation .
2	Late payment fee credit – costs covered through invoice	Introduce a short-term invoice credit that reduces the current 18% late payment charges for off-site levy invoices in 2020 to an amount anticipated to cover costs incurred by The City.	Medium <ul style="list-style-type: none"> • Identify short-term Corporate funding source for Utility principal and interest payments paid by levies • Determine impacts to cash flow and related capital infrastructure investment due to receiving levy payments later than expected • Explore options to secure against developer default • Determine application, invoicing and credit processes 	Medium <ul style="list-style-type: none"> • Delay Off-Site Levy Bylaw Review & Audit Implementation by up to two to three months 	<ul style="list-style-type: none"> • Stakeholder engagement 	Anticipate returning to Council in July with a proposed Council Resolution for adoption

Option #	Title	Summary	Next steps			
			Administration resourcing impacts	Work plan impacts	Engagement	Council
3	Late payment fee credit – costs not fully covered through invoice	Introduce a short-term invoice credit that reduces the current 18% late payment charges for off-site levy invoices in 2020 to an amount that does not cover the costs incurred by The City.	High <ul style="list-style-type: none"> • Financial impact from reduced corporate liquidity (i.e. interest incurred from borrowing and forgone investment income) • Identify short-term Corporate funding source for Utility principal and interest payments paid by levies • Determine impacts to cash flow and related capital infrastructure investment due to receiving levy payments later than expected • Explore options to secure against developer default • Determine application, invoicing and credit processes • Likely requires short-term bylaw revisions 	High <ul style="list-style-type: none"> • Delay Off-Site Levy Bylaw Review & Audit Implementation by up to six months 	<ul style="list-style-type: none"> • Likely requires bylaw amendment • Extensive stakeholder engagement on the Off-Site Levy Bylaw • Public advertising • Public hearing 	Anticipate returning to Public Hearing portion of Council in September, with proposed bylaw amendments.
4	Other options arising through engagement – costs covered through levy bylaw amendments	Explore further options for potential short-term off-site levy payment relief program that may arise through stakeholder engagement.	High <ul style="list-style-type: none"> • Identify short-term Corporate funding source for Utility principal and interest payments, to be recovered through levy bylaw amendments • Determine impacts to cash flow and related capital infrastructure investment due to receiving levy payments later than expected • Explore options to secure against developer default • Review and prepare short-term bylaw revisions 	High <ul style="list-style-type: none"> • Delay Off-Site Levy Bylaw Review & Audit Implementation by up to six months 	<ul style="list-style-type: none"> • Extensive stakeholder engagement on the Off-Site Levy Bylaw • Public advertising • Public hearing 	Anticipate returning to Public Hearing portion of Council in September, with proposed bylaw amendments.