

## BUDGET COMMITTEE NOVEMBER 30, 2005

### USER FEES AND SERVICE LEVEL REVIEW

#### Recommendation

The City Manager recommends:

That the further increases in existing user fees and information comparing them to area municipalities be received for information.

That the Budget Committee provide direction with respect to the new user fees; and

That the report on the Services Review, including options and cost implications (requested by the Budget Committee) is provided for your consideration.

#### Economic Impact

The proposed economic impact will be:

User Fees	198,442**
Service Level Reduction	940,000
<b>TOTAL</b>	<b>1,138,442</b>

**\*\*Please note that over \$100,000 of the \$198,442 of potential increased revenue is generated by new user fees.**

#### Purpose

The purpose of this report is to provide the Budget Committee with information on the further User Fee Review requested by the Budget Committee and the results of the Senior Management Team's (SMT) Service Level Review.

#### Background - Analysis and Options

At the Budget Committee meeting of October 28, 2005 a further report regarding a further review of user fees (particularly where no change has been recommended) be prepared; and a report on the services review, including options and cost implications be prepared.

At SMT the request for municipal comparators for user fees was discussed. Included in the Budget Guidelines (approved by the Budget Committee) was direction to increase user fees in line with the increase in their departmental expenses. The need for explanations for increases beyond the guidelines was left to the discretion of the individual Commissioners.

#### Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council.

#### Conclusion

The User Fee reviews as well as the Service Level reviews have taken place and an analysis for each Commission is attached below.

**Attachments**

- A. Further User Fee Review Summary
- B. Service Level Review Summary
- C. SMT User Fee and Service Level Responses
  - 1. User Fee and Service Level Review Community Services
  - 2. User Fee and Service Level Review Economic Development
  - 3. User Fee and Service Level Review Engineering & Public Works
  - 4. User Fee and Service Level Review Finance & Corporate Services
  - 5. User Fee and Service Level Review Fire & Rescue Services
  - 6. User Fee and Service Level Review Legal & Administrative Services
  - 7. User Fee and Service Level Review Planning Department

**Report prepared by:**

Michael DeAngelis

Respectfully submitted,

Michael DeAngelis  
City Manager



*The City Above Toronto*



City of Vaughan  
2006 Draft  
Operating Budget

Further User Fee Review Summary  
November 30, 2005

# Budget Committee

October 28, 2005

Second Iteration for November 30, 2005

USER FEE SUMMARY  
WORKING DOCUMENT ONLY

SCHEDULE "A"  
GENERAL

ITEM

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>DOCUMENTS AND INFORMATION</b>				
<b>Photocopies</b>				
Under 10 pages	\$ 0.50 per page	Do not recommend an increase as external photocopy charges are under 50 cents a copy.		
10-20 pages	\$ 5.00	No change		
20-50 pages	\$10.00	No change		
<b>Document Certification</b>	Refer to Schedule "B"	Refer to Schedule "B"		
<b>Retrieval of Documents/Information from Records Centre</b>	\$15.00	We recommend an increase of 50 cents to \$15.50		Revenue generated from this source is dependent on requests from the public. Any increase in revenue as a result of the 50 cents increase will be minimal.
<b>Records and Information Search</b>	\$30.00 per hour	Should remain at \$30 per hour pursuant to the MFIPPA Act and regulations.		
<b>City of Vaughan Staff Directory</b>	\$10.00	\$10.00		
<b>INSPECTIONS</b>				
Fee for site plan inspection requested of and performed by individual Departments, such as Engineering and Public Works or Building Standards	Refer to relevant Site Plan Agreement	Refer to relevant Site Plan Agreement		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "B"**  
**CLERK'S OFFICE**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
Council and Committees Council - Agendas	\$ 159.00 per annum	Since Agendas/Minutes are now available on the website, in 2005 only ONE company has subscribed to receiving hard copies of agendas/minutes by mail at a cost of \$689 plus tax.		
Committee of the Whole Agendas	\$ 245.00 per annum			
Council - Minutes - Hard Copy	\$ 155.00 per annum			
Agenda/Minutes Mail out Cost	\$ 120.00 per annum			
Public Hearing – Agendas	\$ 185.00			
Cassette Recording of Meetings	\$ 15.00	We are currently charging \$15 per tape. We recommend an increase of \$5 to \$20 per tape (25% increase)		Revenue generated from this source is dependent on requests received from the public. Since Vaughan Radio started broadcasting Committee/Council meetings on the website, requests for tapes have decreased, consequently any increase in revenues as a result of increasing the fee by \$5 will be minimal.
<b>Committee of Adjustment</b>				
Agendas	\$ 245.00 per annum	For 2005 NO ONE has subscribed for this service		
Minutes - Hard Copy	\$ 55.00 per annum			
Search Request Letters	\$ 35.00	We recommend a 3% increase (\$36.05) or round off to \$36.00		Revenue generated from this source is dependent on requests from the public. Any increase in revenue as a result of the one-dollar increase will be minimal.
Certificates of Official	Refer to By-law 20-05	Refer to By-law 20-05		
Corporation's Ontario Municipal Board Appeal Submission Fee	\$150.00	No change		
<b>Additional Services</b> Zoning By-law 1-88 or other Planning documents	Refer to Planning Department Schedule	Refer to Planning Department Schedule		
Document Commissioning	\$ 15.00 first document \$ 5.00 each additional document	Fees were increased in April 2005 (from \$10 per document for commissioning and \$3.00 per page for certification). In line with Richmond Hill and Markham. No charge for Pension Documents.		
Document Certification	\$ 15.00 first document \$ 5.00 each additional document			
Special Occasion Permits (Liquor License Forms)	\$ 25.00	\$ 25.00		
Marriage Licences	\$ 100.00	\$ 100.00		
Property Standards Order Appeals	\$ 100.00	\$ 100.00		
Animal Licences	Refer to City's By-law(s) governing Animals	Refer to City's By-law(s) governing Animals		
Business Licences	Refer to City's By-law governing the licensing of Businesses	Refer to City's By-law governing the licensing of Businesses		
Burial Permits	\$ 25.00	Newmarket, Richmond Hill, Markham and Brampton charge \$25. Mississauga charges \$50.		
Cemeteries	Refer to Parks Department Schedule	Refer to Parks Department Schedule		
Fence Height Exemption Application Fee (Inspection Fee – refer to Schedule "I")	\$ 100.00	Not recommending an increase. The application fee is \$100 and the inspection fee (Enforcement Services Budget) is \$100 for a total of \$200.		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "C"**  
**FINANCE**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE</u> <u>as at October 28/05</u>	<u>2006 Fee or</u> <u>Charge Further</u> <u>Updates</u>	<u>2006 Budget</u> <u>Impact</u>
<b>PROPERTY TAX</b>				
<b>Property Tax</b>				
Tax Certificates	\$ 60.00	\$ 65.00		
Duplicate Tax Receipts for Income Tax	\$ 15.00	\$ 20.00		
Tax Statements (Detailed)	\$ 20.00	\$ 25.00		
Tax Account Search	\$ 25.00 per hour + costs	\$ 25.00 per hour + costs		
Returned Cheques (Administration Fee)	\$ 25.00	\$ 30.00		
<b>Property Tax Sales</b>				
<i>Final Letter prior to Registration</i>	\$ 100.00	\$ 125.00		
Registration Process	At cost	At cost		
Extension Agreements	\$150.00	\$ 200		
Sale/Vesting Process	At cost	At cost		
<b>ASSESSMENT</b>				
<b>Assessment Roll</b>				
- Hard copy	\$ 2.50 per page	\$ 2.50 per page		
<b>OTHER</b>				
<b>Development Charges</b>				
Written Response for Development Charge Balance Verification	\$ 25.00	\$30.00 + GST		
Development Charge Research for Land	\$ 25.00 per hour + costs	\$ 25.00 per hour + cost		
<b>Purchasing</b>				
Bid Documents	\$ 10.00 to \$250.00 per set	\$ 10.00 to \$ 750.00 per set		
<b>Water and Wastewater</b>				
Water Rates	Refer to the City's Water Rate By-law	Refer to the City's Water Rate By-law		
Wastewater Rates	Refer to the City's Wastewater Rate By-law	Refer to the City's Wastewater Rate By-law		
Turn off/Turn on Service Call Charges	Refer to the City's Water and Wastewater Rate By-laws	Refer to the City's Water and Wastewater Rate By-laws		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "D"**  
**ECONOMIC AND TECHNOLOGY DEVELOPMENT AND CORPORATE COMMUNICATIONS**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>ETDD</b>				
Vaughan Business Directory-Disc	\$ at cost	\$ at cost		
<b>Vaughan Business Enterprise Centre</b>				
Seminars (part day)	fee varies from \$75.00-\$100.00	No change		
Seminars or Conferences (full day)	fee varies from \$25.00-\$350.00	No change		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "E"**  
**VAUGHAN FIRE & RESCUE SERVICE**

	<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
1.1	Standard Fire or Investigation Report	\$ 85.00	No change	93.50	528
1.2	File Search and Information Letter	\$ 85.00	No change	93.50	528
1.3	Inspection of premises or building (up to 2,000 m <sup>2</sup> )	\$150.00	No change	165.00	528
1.4	Inspection of premises or building (over 2,000 m <sup>2</sup> or other extraordinary inspection services)	\$150.00 (+ supplementary staff costs)	No change	165.00	528
1.5	Re-inspection of premises or building	\$ 85.00	No change	93.50	528
1.6	Inspection for a Liquor Sales License	\$150.00	No change	165.00	528
1.7	Inspection for/of Day Care Centre or Day Nursery	\$100.00	No change	110.00	528
1.8	Inspection of Private Home - Day Care or Not-for-Profit Day Care Centre or Day Nursery	\$ 50.00	No change	55.00	528
1.9	Initial dispatch to a motor vehicle incident of up to three Vaughan Fire and Rescue Service apparatus	\$700.00 (per initial hour or part thereof)	No change	770.00	31,990
1.10	Dispatch of individual fire fighting apparatus	\$350.00 (per initial hour or part thereof)	No change	385.00	1,574
1.11	Dispatch of individual hazardous materials response unit, water tanker or technical rescue support unit	\$175.00 (per initial hour or part thereof)	No change	192.50	1,574
1.12	Dispatch of individual rehab, mechanical, command or investigation support units	\$100.00 (per initial hour or part thereof)	No change	110.00	1,574
1.13	Materials or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident	\$ at cost	\$ at cost		
1.14	Permit for a small fire on a private residential site (fire not to exceed 1m in any dimension)	\$ 25.00	No change	27.50	528
1.15	Permit for a fire exceeding 1m in any dimension	\$660.00	No change	726.60	535
1.16	Fire safety training workshops and seminars	\$ at cost	\$ at cost		
1.17	Recruit Firefighter Application & Testing Fee	\$ 75.00	No change	82.50	
1.18	VFRS Mechanical Division normal hourly shop rate for fire apparatus and equipment testing, repair, and maintenance services to other agencies.	\$ 65.00	No change	71.50	
1.19	VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies	\$ at cost	\$ at cost		
1.20	VFRS Mechanical Division fee for extraordinary repair and maintenance services to other agencies	\$ at cost (+ supplementary staff costs)	\$ at cost (+ supplementary staff costs)		
1.21	Definition of <i>Supplementary Staff Costs</i> . Includes current staff hourly rate of pay and applicable overtime premium, where necessary, plus benefits				
1.22	<i>Miscellaneous Expenses</i> , where not included in any of above costs and where not exempt	\$ at cost (additional)	\$ at cost (additional)		278
1.23	Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year	\$350.00 (per false alarm) effective May 1, 2005	No change	385.00	1,574



**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "F"**  
**BUILDING STANDARDS DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>General</b>				
Pool Permits	\$ 50.00	\$ 250.00		
Building Compliance Letter	\$ 100.00	No change	\$125.00	\$25,000
Supplementary Building Compliance Letter	\$ 25.00	No change	\$50.00	\$7,500
Monthly Building Statistics Report (per annum)	\$ 60.00	No change	No change	
Building Drawings -				
- Handling fee	\$ 21.75	No change	No change	
- Paper	\$ 5.00	No change	No change	
Written zoning response (per letter)	\$ 25.00	No change	\$50.00	\$3,000
Written response for Provincial/ Regional licenses (per letter)	\$ 50.00	No change	No change	
Execution of simple site plans (REMOVE THIS LINE)	\$ 150.00	N/A (Does not exist)		
Research and provision of property information - (per property)	\$ 50.00	No change	No change	
Inspection Fee Consents - (for each lot to be created)	\$ 200.00	No change	No change	
<b>Septic</b> - (for each remainder lot)	\$ 200.00	No change	No change	
Inspection Fee: <b>Septic</b> - Minor Variance (per application)	\$ 200.00	No change	No change	
<b>By-law governing Signs and Advertising Devices</b>	Refer to City's By-law governing Signs	Refer to City's future By-law governing Signs	Refer to City's future governing Signs	
Public Property By-law, including signs (proposed as at Dec/02) <b>TRANSFER THIS ITEM TO PUBLIC WORKS</b>	Refer to City's By-law governing Public Property, including Signs)	Refer to City's By-law governing Public Property, including Signs)		
Title Restriction Fee (Release (New Fee))			\$75.00	\$90,000
<b>Building Permits</b>	Refer to City's By-law governing Buildings and Structures	Refer to City's By-law governing Buildings and Structures – Subject to Bill 124 restriction	Refer to City's By-law governing Buildings and Structures – Subject to Bill 124 restriction	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**  
**SCHEDULE "G"**  
**PLANNING DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>City of Vaughan Maps</b>				
Proposed Subdivisions (map & index)	\$ 10.00	No change	No change	} <b>\$500.00</b>
Registered Plans of Subdivision (M-Plan)	\$ 5.00	No change	\$ 10.00	
Vaughan Street Map (& index)	\$ 10.00	No change	No change	
Community Street Maps	\$ 5.00	No change	\$10.00	
All other Large-scale Maps	\$ 10.00	No change	No change	
<b>Base Maps</b>				
Property Map (large)	\$ 10.00	No change	No change	} <b>\$2500.00</b>
Property Map (small)	\$ 5.00	No change	No change	
Topographic Map	\$ 10.00	No change	No change	
2005 Topographic Maps			\$ 25.00	
<b>Zoning By-law 1-88</b>	\$ 50.00	No change	No change	
Part 1. Text (20.00) and Key Maps (\$30.00 sold separately)	\$ 50.00			
Part 2. Schedules				
By-law 1-88 CD Version (Includes Part 1 & 2)	\$100.00	No Change	\$100.00	
Individual Zoning Key Maps	\$ 5.00	No change	No change	} <b>\$2500.00</b>
<b>Official Plans/Land Use Maps</b>				
General Land Use Map	\$ 5.00	No change	\$ 10.00	
Amendments to Vaughan Official Plan Map	\$ 10.00	No change	No change	
Block Plan Land Use Maps	\$ 10.00	No change	No change	
All other Large-scale Maps	\$ 10.00	No change	No change	
<b>Official Plan, Secondary and Community Plans</b>				
Kleinburg-Nashville (OPA 160)	\$ 10.00	No change	\$ 20.00	
Thornhill/Vaughan (OPA 210)	\$ 15.00	No change	\$ 20.00	
Woodbridge (OPA 240)	\$ 15.00	No change	\$ 20.00	
Maple (OPA 350)	\$ 15.00	No change	\$ 20.00	
Employment Area (OPA 450)	\$ 35.00	No change	No change	
Corporate Centre (OPA 500)	\$ 20.00	No change	No change	
City of Vaughan Official Plan (OPA 600)	\$ 35.00	No change	\$ 50.00	
Change of Street Address	\$ 50.00	No change	\$ 100.00	\$2,000.00
Planning Applications under the Planning Act	Refer to City's By-law governing Fees for the processing of Planning Applications	Refer to City's By-law governing Fees for the processing of Planning Applications – Change Cost as per Council Direction.	Refer to City's By-law governing Fees for the processing of Planning Applications – Change Cost as per Council Direction.	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "H"**  
**COMMUNITY SERVICES - RECREATION AND CULTURE**

<b>ITEM</b>	<b><u>2005 FEE or CHARGE</u></b>	<b><u>2006 FEE or CHARGE as at October 28/05</u></b>	<b><u>2006 Fee or Charge Further Updates</u></b>	<b><u>2006 Budget Impact</u></b>
<p><b>FACILITY RENTAL and SERVICES IN KIND RATE SCHEDULES</b></p> <p><b>Facility Rental Rates:</b> Arenas, Gyms, Baseball Diamonds, Soccer Fields, Tennis Courts, Parks (Picnics), Pools, Meeting Rooms, Halls, etc.</p>	<p>Rates are subject to review and change(s) from time to time as approved by Council in the annual operating budgets or amendments to the budgets and set out on a Rental Rate Schedule. The rates are effective April 1st of each year for all new bookings.</p>	<p>Rates are subject to review and change(s) from time to time as approved by Council in the annual operating budgets or amendments to the budgets and set out on a Rental Rate Schedule. The rates are effective April 1st of each year for all new bookings - <i>As part of the 2006 operating budget a minimum of a 2% inflationary increase has been added to most fees. The increase was applied to all registered programs, fitness memberships and facility permits. Increases will be effective January 1st with the exception of facility permits where the increase will be effective fall 2006.</i></p>		
<p><b>Services-in-Kind Rates:</b> City inventory, such as Picnic Tables, Tables and Chairs, Bleachers Rented Equipment, such as washrooms, dumpsters, road barricades, etc.</p>	<p>Rates are subject to review and change(s) from time to time as approved by Council in the annual operating budgets or amendments to the budgets and set out on a Services-in-Kind Rate Schedule. The rates are effective April 1st of each year for all new bookings.</p>	<p>Rates are subject to review and change(s) from time to time as approved by Council in the annual operating budgets or amendments to the budgets and set out on a Services-in-Kind Rate Schedule. The rates are effective April 1st of each year for all new bookings - <i>As part of the 2006 operating budget a minimum of a 2% inflationary increase has been added to most fees. The increase was applied to all registered programs, fitness memberships and facility permits. Increases will be effective January 1st with the exception of facility permits where the increase will be effective fall 2006.</i></p>		
<p><b>RECREATION AND CULTURE PROGRAMS</b></p>				
<p>Spring and Summer, Fall and Winter and Day Camp Summer Program fees, Point of Sale and Membership Passes.</p>	<p>Individual program and service fees set out in the seasonal Community Services Guide to Recreation and Parks as approved by Council in the annual operating budgets or amendments to the budgets.</p>	<p>Individual program and service fees set out in the seasonal Community Services Guide to Recreation and Parks as approved by Council in the annual operating budgets or amendments to the budgets - <i>As part of the 2006 operating budget a minimum of a 2% inflationary increase has been added to most fees. The increase was applied to all registered programs, fitness memberships and facility permits. Increases will be effective January 1st with the exception of facility permits where the increase will be effective fall 2006.</i></p>	<p>*See separate report from the Commissioner of Community Services</p>	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

SCHEDULE "I"  
LEGAL

ITEM	2005 FEE or CHARGE	2006 FEE or CHARGE as at October 28/05	2006 Fee or Charge Further Updates	2006 Budget Impact
<b>Conveyancing</b>				
Preparation and steps involved in registration of:				
- Subdivision Agreement, Site Plan Agreement and other miscellaneous Agreements (includes Ministry fees)	\$ 250.00	\$ 300.00		
- Road Dedication By-law (includes Ministry fees)	\$ 150.00	\$ 250.00		
- Part Lot Control By-law (includes Ministry fees which depend on number of property identification numbers involved for registration)	\$ 150.00 - 300.00	No Change		
- Villa Giardino Concerts	N/A	\$ 50.00		
- Inhibiting Order (includes Ministry fees)	\$ 450.00	\$ 500.00		
- Deletion of Inhibiting Order (includes Ministry fees)	\$ 250.00	No Change		
- Attendance upon execution of documents	\$ 250.00	\$ 300.00		
- Registration of other miscellaneous agreements not mentioned above (includes Ministry fees)	\$ 250.00	No Change		
- Registration of other miscellaneous documents not mentioned above requiring registration	Costs to be determined at time of registration + Ministry fees	Costs to be determined at time of registration + Ministry fees		
<b>Legal Services</b>				
Preparation and/or review and attendance upon execution of Miscellaneous Agreements including: Development Charge Deferrals, Agreements contemplated by Development Charges Act, Encroachment Agreements, Sewer Agreements, Agreements to fulfill conditions of approval of Committee of Adjustment/OMB decisions, Licence, Agreements and any other Agreements the City is required to enter				
	\$ 500.00	\$ 1,000		
<b>Enforcement Services</b>				
Sign Permit Inspection	\$ 100.00	No Change		
Pool Fence Inspection (after the first inspection)	\$ 100.00	No Change		
Fence Height Exemption Inspection	\$ 100.00	No Change		
Private property charge for service parking	\$ 50.00 per hour	No Change		
Private municipal law enforcement officer training	\$ 50.00 per hour	No Change		
Mobile Sign Retrieval Fee	\$ 300.00	No Change		
Other Signs Retrieval Fee	up to \$100.00	No Change		
Parking Enforcement performed by private companies	\$1,000 per year and \$100 per member of the company engaged in Parking Enforcement	No Change		
Parking Enforcement on private property	\$50.00 per hour	No Change		
<b>Real Estate</b>				
Application Fee for purchase or lease of City land	\$200.00	\$500		
Application Fee for easements of City land		\$500		
General Inquiry Fee	\$ 50.00	No Change		
Appraisal Fee (when performed by the Senior Manager of Real Estate)	\$250.00 - \$500.00	No Change		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "J"**  
**PARKS DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>PARKS MAPS</b> Parks, Open Spaces, Woodlots, Storm Ponds and				
Facilities Map	\$ 25.00	No Change	\$30.00	*Included in J
Large Parks Maps or other Maps	\$ 20.00	No Change	\$25.00	*Included in J
<b>CEMETERIES</b> Plots and other services				
	Refer to City's By-law governing cemeteries	Refer to City's By-law governing cemeteries		

**SCHEDULE "J"**  
**As Provided on November 15, 2005**  
**Clayton for your Dept to determine where information falls under "J"?**  
**PARKS DEPARTMENT**

<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
<b>CEMETERIES</b>			
<b>PURCHASE OF INTERMENT RIGHTS</b>			} \$5,000.00
Single Lot	\$1,000	\$1,070	
Cremation Lot	\$500	\$535	
Corner Markers (set of 4)	\$180	\$192.60	
<b>TRANSFER OF INTERMENT RIGHTS</b>			
Transfer Certificate	\$25	\$26.75	
<b>INTERMENTS</b>			
Adult Single Grave	\$575	\$615.25	
Child Single Grave	\$300	\$321.00	
Infant Single Grave	\$200	\$214.00	
*Provincial Licensing Fee applies (applicable on burials only not cremations)	\$10	\$10	
Grass & lowering device for caskets	0	\$25	
Cremation	\$200	\$214.00	
Cremation & Grave Side Service	\$225	\$240.75	
Weekday Surcharge For funerals arriving after 2:30 p.m.	\$80 / hr	\$95 / hr	
Weekend Surcharge	\$80 / hr	\$95 / hr	
Pallbearer Fee	0	\$50	
<b>All Social Services burials shall be subject to the same charges as outlined above.</b>			
<b>MARKERS / MONUMENTS</b>			
Flat Marker Installation	\$50	\$53.50	
Upright marker Installation	\$250	\$267.50	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "K"**  
**ENGINEERING**

<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 FEE or CHARGE as at October 28/05</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
Release from Subdivision or Development Agreement	\$ 60.00	No Change	\$100.00	\$40.00
Fees or charges under a Subdivision, Development and/or Servicing Agreement	Refer TP Individual Agreements	Refer TP Individual Agreements	Refer TP Individual Agreements	
Sanitary Sewer Inventory Report (Maple & Thornhill)	\$ 50.00	No Change	Remove	N/A
Sanitary Sewer Inventory Report (Woodbridge & Kleinburg)	\$ 50.00	No Change	Remove	N/A
Rainbow Creek Master Drainage	\$ 50.00	No Change	\$55.00	\$20.00
Engineering Site Plan Criteria Guide	\$ 5.00	No Change	\$25.00	\$20.00
Design Criteria & Standard Drawings	\$ 100.00	No Change	No Change	
NEW Infil Lot Grading Approval			\$75.00	\$10,000
Benchmark Books	\$ 50.00	No Change	\$ 52.00	\$4.00
Studies 5.00 to 30.00	\$ 5.00 - \$50.00	No Change		
Copy of Various Engineering Studies	\$ 5.00 - \$50.00	\$10.00 minimum (Approx. \$1.00 per page)		
<b>Engineering/Servicing</b>				
General Information Map	\$ 30.00	No Change	\$ 31.00	\$1.00
City Watermain Map	\$ 30.00	No Change	\$ 31.00	\$1.00
City Storm and Sanitary Trunk Sewer Map	\$ 30.00	No Change	\$ 31.00	\$1.00
Engineering Plan and Profile Prints	\$ 25.00	No Change	No Change	
Photocopy of Municipal Service Connection	\$ 10.00	No Change	No Change	
Horizontal Control Book	\$ 50.00	No Change	\$ 52.00	\$4.00
Road Occupancy Permit	\$ 100.00	No Change	No Change, under negotiations	
Requests by developers to phase assumption of services other than as provided in original Subdivision or Servicing Agreement	\$ 2,500.00	No Change	No Change	
Subsequent additional watermain testing is requested or required on the same section of watermain contemplated under a new Subdivision, Development and Servicing Agreements	\$ At cost + engineering and administration fee	\$ At cost + engineering and administration fee	\$ At cost + engineering and administration fee	
<b>ADDITIONAL SERVICES</b>				
<b>Services below subject to prior approval of Utility Coordinator complement position:</b>				
Preparation and completion of Road Occupancy Agreement, including execution	\$ 1,000.00	No Change	No Change	
Municipal Consent	\$ 260.00	No Change	No Change, under negotiations	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "L"**  
**PUBLIC WORKS**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE</u> <u>as at October 28/05</u>	<u>2006 Fee or</u> <u>Charge Further</u> <u>Updates</u>	<u>2006 Budget</u> <u>Impact</u>
<b>Water and Wastewater</b>				
Water Rates	Refer to City's Water Rate By-law	Refer to City's Water Rate By-law		
Wastewater Rates	Refer to City's Wastewater Rate By-law	Refer to City's Wastewater Rate By-law		
Water Turn-off/Turn-on Service Call Charges	Refer to City's Water Rate By-law	Refer to City's Water Rate By-law		
Water Meters (application for meters and temporary water fee)	\$ at cost (varies with number of meters to be installed, size of meters, <b>administration and contract installation costs</b> )	\$ at cost (varies with number of meters to be installed, size of meters, <b>administration and contract installation costs</b> )		
Hydrant Meter Rentals (includes application, administration fee, demonstration to user, water consumption, plus any repairs)	\$ at cost (varies with rental period, time, <b>administration costs</b> , consumption, etc.)	\$ at cost (varies with rental period, time, <b>administration costs</b> , consumption, etc.)		
Sewer Camera Service (Identify blockages in sanitary/storm lateral lines on private property)	\$ 75.00 per hour (minimum 3 hours)	\$ 75.00 per hour (minimum 3 hours)		
Sewer Back-up Investigation Service for response to emergency request from private owner related to back-up				
- if blockage on city property	\$ No charge	\$ No charge		
- if blockage on private property, flat rate fee per hour	\$ 75.00 per hour (minimum 3 hours)	\$ 75.00 per hour (minimum 3 hours)		
<b>Waste</b>				
Blue Box (two per household at no charge additional boxes)	\$ 5.00 per box	\$ 6.00 per box <small>No revenue - \$0.00 service box delivered at cost</small>		
Back yard composters	\$ 15.00	No Change		
Appliance Collection (per appliance)	\$ 25.00	\$ 25.00		
<b>Culverts</b>				
Materials or goods	\$ at cost (varies with size)	\$ at cost (varies with size)		
Installation Services (application, review of drawings, etc.)	\$ at cost (varies with size)	\$ at cost (varies with size)		
Curb Cut Permit	\$ 50.00	\$100.00 <small>\$ 3,750 revenue increase - captured in Oct 28 iteration</small>		
Service Connections	\$ at cost + 15%	\$ at cost + 15%		
Rural Street Number Sign (cost = \$ 20.00 as at Dec. 2002)	\$ at cost	\$ at cost		



**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "M"**  
**ENCROACHMENTS**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
Original Preliminary Inspection:	No charge	No charge		
Serving Non-Compliance Notice:	No charge	No charge		
Follow Up Completion Inspection:	No charge	No charge		
Encroachment Application Fee/Encroachment Permit:	\$ 100.00 plus G.S.T. & other costs (survey, insurance, registration, etc.)	No Change		
Encroachment Agreement:	refer to Legal - Schedule "I"	refer to Legal - Schedule "I"		
For Remedial rectification pertaining to the requirements of the Encroachment By-law the following rate(s) shall apply:				
<ul style="list-style-type: none"> <li>• Where City forces are used:</li> <li>• Where the City retains independent contractors:</li> <li>• Departmental Inspection Fee</li> </ul>	At cost + 15% administration fee At cost + 15% administration fee  \$200 per visit per Department	At cost + 15% administration fee At cost + 15% administration fee  \$200 per visit per Department		



*The City Above Toronto*



City of Vaughan  
2006 Draft  
Operating Budget

Further Service Level Review Summary  
November 30, 2005

## Service Level Review

# of Report	Savings
1. User Fee and Service Level Review Community Services	n/a
2. User Fee and Service Level Review Economic Development	n/a
3. User Fee and Service Level Review Engineering & Public Works	940,000
4. User Fee and Service Level Review Finance & Corporate Services	n/a
5. User Fee and Service Level Review Fire & Rescue Services	n/a
6. User Fee and Service Level Review Legal & Administrative Services	n/a
7. User Fee and Service Level Review Planning	n/a
<b>TOTAL</b>	<b>940,000</b>



*The City Above Toronto*



City of Vaughan  
2006 Draft  
Operating Budget

Senior Management Team User Fee and  
Service Level Responses  
November 30, 2005

November 15, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

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As requested I provide the following comments with respect to the User Fee and Service Level review.

### User Fee

All user fees within my Department were reviewed in accordance with the Budget Guidelines and no further changes are recommended in Building and Facilities, Parks Development and Fleet. There will be a presentation on the Recreation User Fee Study. The Parks Operations user fee increase is provided in the chart attached (schedule J).

### Service Level Review

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

### Essential

The definition of an Essential service is "the provision of a service that is deemed essential to the short and long term operation of the Municipality." On that basis staff can not recommend that any services in Community Services defined as Essential not continue to be provided.

**Value Added**

Within the Community Services Department we have reviewed those services that are defined as Value Added. There are 9 services categorized as Value Added within the Departments.

	Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact

All Departments have undertaken an extensive review of our service levels, and there are no services that can be deleted or reduced. Staff have already made reduction to service levels in 2004/2005, and any further reductions would negatively affect the City's image and the quality of programs delivered.

Sincerely,

Commissioner of Community Services

- c: Clayton Harris, Commissioner of Finance and Corporate Services  
John Hrajnik, Director of Budgeting & Financial Planning

#1

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "J"**  
**PARKS DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>PARKS MAPS</b> Parks, Open Spaces, Woodlots, Storm Ponds and				
Facilities Map	\$ 25.00	No Change	\$30.00	*
Large Parks Maps or other Maps	\$ 20.00	No Change	\$25.00	*
<b>CEMETERIES</b> Plots and other services				
	Refer to City's By-law governing cemeteries	Refer to City's By-law governing cemeteries		

**SCHEDULE "J"**  
**As Provided on November 15, 2005**  
**Clayton for your Dept to determine where information falls under "J"?**  
**PARKS DEPARTMENT**

<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
<b>CEMETERIES</b>			
<b>PURCHASE OF INTERMENT RIGHTS</b>			
Single Lot	\$1,000	\$1,070	*
Cremation Lot	\$500	\$535	*
Corner Markers (set of 4)	\$180	\$192.60	*
<b>TRANSFER OF INTERMENT RIGHTS</b>			
Transfer Certificate	\$25	\$26.75	*
<b>INTERMENTS</b>			
Adult Single Grave	\$575	\$615.25	*
Child Single Grave	\$300	\$321.00	*
Infant Single Grave	\$200	\$214.00	*
*Provincial Licensing Fee applies (applicable on burials only not cremations)	\$10	\$10	*
Grass & lowering device for caskets	0	\$25	*
Cremation	\$200	\$214.00	*
Cremation & Grave Side Service	\$225	\$240.75	*
Weekday Surcharge For funerals arriving after 2:30 p.m.	\$80 / hr	\$95 / hr	*
Weekend Surcharge	\$80 / hr	\$95 / hr	*
Pallbearer Fee	0	\$50	*
<b>All Social Services burials shall be subject to the same charges as outlined above.</b>			
<b>MARKERS / MONUMENTS</b>			
Flat Marker Installation	\$50	\$53.50	*
Upright marker Installation	\$250	\$267.50	*

\* Total revenue anticipated on average for 50 burials/year would be a net impact of \$5,000.



November 22, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

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As requested I provide the following comments with respect to the User Fee and Service Level review.

**User Fee**

All user fees within my Department were reviewed in accordance with the Budget Guidelines and no further changes are recommended.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

**Essential**

The definition of an Essential service is "the provision of a service that is deemed essential to the short and long term operation of the Municipality." On that basis staff can not recommend that any services in ETD/C Department defined as Essential not continue to be provided.

**Value Added**

Within my Department we have reviewed those services that are defined as Value Added. There are 72 services categorized as Value Added within my Department.

	Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact

My staff and I have undertaken an extensive review on our service levels, and it is my opinion that there are no services that we can delete or reduce without affecting the integrity and professionalism of our programs.

The only recommendation is the reduction of the Business Link Newsletter, from the existing quarterly to an annual basis, which results in a total savings of \$13,000.

November 21, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

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As requested I provide the following comments with respect to the User Fee and Service Level review.

**User Fee**

All user fees within my Department were reviewed in accordance with the Budget Guidelines and no further changes are recommended. Changes are noted as per the attached user fee summary sheet.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

**Essential**

The definition of an Essential service is “the provision of a service that is deemed essential to the short and long term operation of the Municipality.” On that basis staff can not recommend that any services in the Engineering and Public Works Departments defined as Essential not continue to be provided.

**Value Added**

Within my Department we have reviewed those services that are defined as Value Added. There are four services categorized as Value Added within my Department.

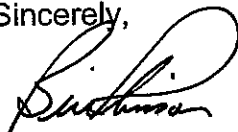
Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact
The value added service is ploughing roads in excess of the Provincial Minimum Maintenance Standards for slow accumulations.	The Provincial Minimum Maintenance Standards allows for 8-10 cm on Class 3, 4 & 5 roads, with no accumulation limit on some of our smaller cul-de-sacs (Class 6). If the minimum standards were applied, the local streets would not be ploughed during some of the smaller storms.	Increase the required accumulation of snow on secondary roads to 8cm prior to initiating ploughing operations on secondary roads.	Approximate savings of \$48,000 per storm, if accumulations are less than 8 cm.
The value added service is maintaining roads in a bare pavement condition, in excess of the Provincial Minimum Maintenance Standards.	If we were to adopt a different policy for secondary roads, there is the possibility to save money in salt purchases. No change to service on primary roads; only the secondary roads would be affected. Intersections would be salted however, snow packed conditions would be the norm between intersections on secondary roads. Ploughing on secondary roads would be carried out as above.	Adopt a revised bare pavement policy for secondary roads. Apply salt only to approx. 50-75 meters of an intersection on secondary roads.	It is estimated that there is the potential to save approx. \$440,000 in salt purchases.

<p>The value added service is maintaining all public sidewalks free of ice and snow during snow events, notwithstanding there is a By-law that requires the residents to maintain the public sidewalk abutting their property free of ice and snow.</p>	<p>Full-scale sidewalk ploughing and salting is currently performed. High level of service. Elimination of all sidewalk ploughing &amp; salting, with the exception of sidewalks in front of City owned facilities, park walkways, etc., and requiring residents to maintain the municipal sidewalk abutting their property, regardless of snow accumulations received during a storm.</p>	<p>Plow only those sidewalks in front of City owned facilities, park walkways, and those where residents have no direct access to maintain sidewalk at rear of property (example, Weston Downs, Melville Road)</p>	<p>Approximate savings of \$88,000 in the Public Works Budget (cut of 5 temporary employees). Plus in addition to labour savings, in other department budgets we would save on: less equipment is required to be leased, and less operating and repair costs would be incurred.</p>
<p>The value added service is providing residential windrow driveway clearing during snow ploughing operations.</p>	<p>Total removal of residential driveways windrow clearing would be required.</p>	<p>Discontinue the residential driveway windrow clearing service following the conclusion of the current contract on March 31, 2006.</p>	<p>\$1.03 million from annual budget. However, for 2005-2006 if service was discontinued after the current contract expires on March 31, 2006 then approx. \$380,000 could be removed from the 2006 Draft Operating Budget.</p>

All of the Roads Division's winter maintenance activities are weather dependant, and overall actual costs can only be controlled to a certain extent. Any potential savings can and will be impacted by the severity and duration of the winter season. Unlike some service level reductions/cost cutting efforts that have been implemented in the past, all of the above noted service reductions have a direct impact on the residents and on the users of the City's road and sidewalk networks.

For budget purposes, if all of the above revisions in the current levels of service for winter maintenance activities were implemented on January 1, 2006, it is estimated that a cost reduction of approximately \$940,000 for the 2006 Operating Budget would be realized.

Sincerely,



Bill Robinson,  
Commissioner of Engineering and Public Works

- c: Clayton Harris, Commissioner of Finance and Corporate Services  
John Hrajnik, Director of Budgeting & Financial Planning

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "K"**  
**ENGINEERING**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
Release from Subdivision or Development Agreement	\$ 60.00	No Change	\$100.00	\$40.00
Fees or charges under a Subdivision, Development and/or Servicing Agreement	Refer TP Individual Agreements	Refer TP Individual Agreements	Refer TP Individual Agreements	
Sanitary Sewer Inventory Report (Maple & Thornhill)	\$ 50.00	No Change	Remove	N/A
Sanitary Sewer Inventory Report (Woodbridge & Kleinburg)	\$ 50.00	No Change	Remove	N/A
Rainbow Creek Master Drainage	\$ 50.00	No Change	\$55.00	\$20.00
Engineering Site Plan Criteria Guide	\$ 5.00	No Change	\$25.00	\$20.00
Design Criteria & Standard Drawings	\$ 100.00	No Change	No Change	
NEW Infill Lot Grading Approval			\$75.00	\$10,000
Benchmark Books	\$ 50.00	No Change	\$ 52.00	\$4.00
Studies 5.00 to 30.00	\$ 5.00 - \$50.00	No Change		
Copy of Various Engineering Studies	\$ 5.00 - \$50.00	\$10.00 minimum (Approx. \$1.00 per page)		
<b>Engineering/Servicing</b>				
General Information Map	\$ 30.00	No Change	\$ 31.00	\$1.00
City Watermain Map	\$ 30.00	No Change	\$ 31.00	\$1.00
City Storm and Sanitary Trunk Sewer Map	\$ 30.00	No Change	\$ 31.00	\$1.00
Engineering Plan and Profile Prints	\$ 25.00	No Change	No Change	
Photocopy of Municipal Service Connection	\$ 10.00	No Change	No Change	
Horizontal Control Book	\$ 50.00	No Change	\$ 52.00	\$4.00
Road Occupancy Permit	\$ 100.00	\$35.00	No Change, under negotiations	
Requests by developers to phase assumption of services other than as provided in original Subdivision or Servicing Agreement	\$ 2,500.00	No Change	No Change	
Subsequent additional watermain testing is requested or required on the same section of watermain contemplated under a new Subdivision, Development and Servicing Agreements	\$ At cost + engineering and administration fee	\$ At cost + engineering and administration fee	\$ At cost + engineering and administration fee	
<b>ADDITIONAL SERVICES</b>				
<b>Services below subject to prior approval of Utility Coordinator complement position:</b>				
Preparation and completion of Road Occupancy Agreement, including execution	\$ 1,000.00	No Change	No Change	
Municipal Consent	\$ 260.00	No Change	No Change, under negotiations	

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "L"**  
**PUBLIC WORKS**

<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 FEE or CHARGE as at October 28/05</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
<b>Water and Wastewater</b>				
Water Rates	Refer to City's Water Rate By-law	Refer to City's Water Rate By-law		
Wastewater Rates	Refer to City's Wastewater Rate By-law	Refer to City's Wastewater Rate By-law		
Water Turn-off/Turn-on Service Call Charges	Refer to City's Water Rate By-law	Refer to City's Water Rate By-law		
Water Meters (application for meters and temporary water fee)	\$ at cost (varies with number of meters to be installed, size of meters, <b>administration</b> and contract installation costs)	\$ at cost (varies with number of meters to be installed, size of meters, <b>administration</b> and contract installation costs)		
Hydrant Meter Rentals (includes application, administration fee, demonstration to user, water consumption, plus any repairs)	\$ at cost (varies with rental period, time, <b>administration costs</b> , consumption, etc.)	\$ at cost (varies with rental period, time, <b>administration costs</b> , consumption, etc.)		
Sewer Camera Service (identify blockages in sanitary/storm lateral lines on private property)	\$ 75.00 per hour (minimum 3 hours)	\$ 75.00 per hour (minimum 3 hours)		
Sewer Back-up Investigation Service for response to emergency request from private owner related to back-up				
- if blockage on city property	\$ No charge	\$ No charge		
- if blockage on private property, flat rate fee per hour	\$ 75.00 per hour (minimum 3 hours)	\$ 75.00 per hour (minimum 3 hours)		
<b>Waste</b>				
Blue Box (two per household at no charge additional boxes)	\$ 5.00 per box	\$ 6.00 per box No revenue - \$0.00 service/box delivered at cost		
Back yard composters	\$ 15.00	No Change		
Appliance Collection (per appliance)	\$ 25.00	\$ 25.00		
<b>Culverts</b>				
Materials or goods	\$ at cost (varies with size)	\$ at cost (varies with size)		
Installation Services (application, review of drawings, etc.)	\$ at cost (varies with size)	\$ at cost (varies with size)		
Curb Cut Permit	\$ 50.00	\$100.00 \$3,750 revenue increase - captured in Oct 28 <sup>th</sup> iteration.		
Service Connections	\$ at cost + 15%	\$ at cost + 15%		
Rural Street Number Sign (cost = \$ 20.00 as at Dec. 2002)	\$ at cost	\$ at cost		

November 15, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

---

As requested I provide the following comments with respect to the User Fee and Service Level review.

**User Fee**

All user fees within Finance were increased according to the Budget Guidelines and therefore no further changes are necessary.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments:

**Essential**

The definition of an Essential service is "the provision of a service that is deemed essential to the short and long term operation of the Municipality." On that basis staff can not recommend that any services in Finance or Purchasing defined as Essential not continue to be provided.



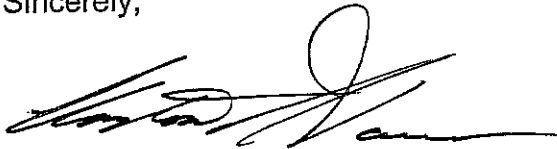
**Value Added**

Within Finance we have reviewed those services that are defined as Value Added. There are eight (8) services categorized as Value Added.

1. Provide legislation and municipal information to all property owners in terms of taxes and property assessment.
2. Facilitate/negotiate good customer service/convenience in terms of the payment plans in accordance with legislation.
3. Explain available Tax Refunds/Rebates/Grants.
4. Provide property and assessment information to external and internal customers.
5. Responds to general inquires relating to property taxes (i.e. location, municipal address, legal description).
6. Provide service to developers, builders and others by providing accurate and timely development charge information.
7. To provide a transparent procurement process that adds value to the City.
8. To participate in various purchasing cooperatives to ensure value for the City of Vaughan.

There is a very limited opportunity to reduce costs through the reduction or elimination of the Value Added Services noted above. These services are often part of another process. Some of these services will also be transferred to Access Vaughan and the funds have been transferred.

Sincerely,



Clayton D. Harris, CA  
Commissioner of Finance & Corporate Services

- c: Barry Jackson, Director of Financial Services  
John Hrajnik, Director of Budgeting & Financial Planning  
Ferruccio Castellarin, Director of Reserves & Investments  
George Wilson, Director of Purchasing Services

November 15, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

---

As requested I provide the following comments with respect to the User Fee and Service Level review.

**User Fee**

All user fees within my Department were reviewed in accordance with the Budget Guidelines and it is recommended that a 10% increase for all VFRS fees be implemented to reflect the increased labour costs associated with these fees.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

**Essential**

The definition of an Essential service is "the provision of a service that is deemed essential to the short and long term operation of the Municipality." On that basis staff can not recommend that any services in VFRS Department defined as Essential not continue to be provided.

**Value Added**

Within my Department we have reviewed those services that are defined as Value Added. There are **NO** services categorized as Value Added within my Department.

	Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact

Sincerely,  
  
G.R. Senay  
Acting Fire Chief

- c: Clayton Harris, Commissioner of Finance and Corporate Services  
John Hrajnik, Director of Budgeting & Financial Planning

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "E"**  
**VAUGHAN FIRE & RESCUE SERVICE**

	<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 FEE or CHARGE as at October 28/05</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
1.1	Standard Fire or Investigation Report	\$ 85.00	No change	93.50	528
1.2	File Search and Information Letter	\$ 85.00	No change	93.50	528
1.3	Inspection of premises or building (up to 2,000 m <sup>2</sup> )	\$150.00	No change	165.00	528
1.4	Inspection of premises or building (over 2,000 m <sup>2</sup> or other extraordinary inspection services)	\$150.00 (+ supplementary staff costs)	No change	165.00	528
1.5	Re-inspection of premises or building	\$ 85.00	No change	93.50	528
1.6	Inspection for a Liquor Sales License	\$150.00	No change	165.00	528
1.7	Inspection for/of Day Care Centre or Day Nursery	\$100.00	No change	110.00	528
1.8	Inspection of Private Home - Day Care or Not-for-Profit Day Care Centre or Day Nursery	\$ 50.00	No change	55.00	528
1.9	Initial dispatch to a motor vehicle incident of up to three Vaughan Fire and Rescue Service apparatus	\$700.00 (per initial hour or part thereof)	No change	770.00	31,990
1.10	Dispatch of individual fire fighting apparatus	\$350.00 (per initial hour or part thereof)	No change	385.00	1,574
1.11	Dispatch of individual hazardous materials response unit, water tanker or technical rescue support unit	\$175.00 (per initial hour or part thereof)	No change	192.50	1,574
1.12	Dispatch of individual rehab, mechanical, command or investigation support units	\$100.00 (per initial hour or part thereof)	No change	110.00	1,574
1.13	Materials or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident	\$ at cost	\$ at cost		
1.14	Permit for a small fire on a private residential site (fire not to exceed 1m in any dimension)	\$ 25.00	No change	27.50	528
1.15	Permit for a fire exceeding 1m in any dimension	\$660.00	No change	726.60	535
1.16	Fire safety training workshops and seminars	\$ at cost	\$ at cost		
1.17	Recruit Firefighter Application & Testing Fee	\$ 75.00	No change	82.50	
1.18	VFRS Mechanical Division normal hourly shop rate for fire apparatus and equipment testing, repair, and maintenance services to other agencies.	\$ 65.00	No change	71.50	
1.19	VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies	\$ at cost	\$ at cost		
1.20	VFRS Mechanical Division fee for extraordinary repair and maintenance services to other agencies	\$ at cost (+ supplementary staff costs)	\$ at cost (+ supplementary staff costs)		
1.21	Definition of <i>Supplementary Staff Costs</i> . Includes current staff hourly rate of pay and applicable overtime premium, where necessary, plus benefits				
1.22	<i>Miscellaneous Expenses</i> , where not included in any of above costs and where not exempt	\$ at cost (additional)	\$ at cost (additional)		278
1.23	Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year	\$350.00 (per false alarm) effective May 1, 2005	No change	385.00	1,574

**Total \$43,851**

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "E"**  
**VAUGHAN FIRE & RESCUE SERVICE**

	<b>ITEM</b>	<b>2005 FEE or CHARGE</b>	<b>2006 FEE or CHARGE as at October 28/05</b>	<b>2006 Fee or Charge Further Updates</b>	<b>2006 Budget Impact</b>
1.1	Standard Fire or Investigation Report	\$ 85.00	No change	93.50	528
1.2	File Search and Information Letter	\$ 85.00	No change	93.50	528
1.3	Inspection of premises or building (up to 2,000 m <sup>2</sup> )	\$150.00	No change	165.00	528
1.4	Inspection of premises or building (over 2,000 m <sup>2</sup> or other extraordinary inspection services)	\$150.00 (+ supplementary staff costs)	No change	165.00	528
1.5	Re-inspection of premises or building	\$ 85.00	No change	93.50	528
1.6	Inspection for a Liquor Sales License	\$150.00	No change	165.00	528
1.7	Inspection for/of Day Care Centre or Day Nursery	\$100.00	No change	110.00	528
1.8	Inspection of Private Home - Day Care or Not-for-Profit Day Care Centre or Day Nursery	\$ 50.00	No change	55.00	528
1.9	Initial dispatch to a motor vehicle incident of up to three Vaughan Fire and Rescue Service apparatus	\$700.00 (per initial hour or part thereof)	No change	770.00	31,990
1.10	Dispatch of individual fire fighting apparatus	\$350.00 (per initial hour or part thereof)	No change	385.00	1,574
1.11	Dispatch of individual hazardous materials response unit, water tanker or technical rescue support unit	\$175.00 (per initial hour or part thereof)	No change	192.50	1,574
1.12	Dispatch of individual rehab, mechanical, command or investigation support units	\$100.00 (per initial hour or part thereof)	No change	110.00	1,574
1.13	Materials or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident	\$ at cost	\$ at cost		
1.14	Permit for a small fire on a private residential site (fire not to exceed 1m in any dimension)	\$ 25.00	No change	27.50	528
1.15	Permit for a fire exceeding 1m in any dimension	\$660.00	No change	726.60	535
1.16	Fire safety training workshops and seminars	\$ at cost	\$ at cost		
1.17	Recruit Firefighter Application & Testing Fee	\$ 75.00	No change	82.50	
1.18	VFRS Mechanical Division normal hourly shop rate for fire apparatus and equipment testing, repair, and maintenance services to other agencies.	\$ 65.00	No change	71.50	
1.19	VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies	\$ at cost	\$ at cost		
1.20	VFRS Mechanical Division fee for extraordinary repair and maintenance services to other agencies	\$ at cost (+ supplementary staff costs)	\$ at cost (+ supplementary staff costs)		
1.21	Definition of <i>Supplementary Staff Costs</i> . Includes current staff hourly rate of pay and applicable overtime premium, where necessary, plus benefits				
1.22	<i>Miscellaneous Expenses</i> , where not included in any of above costs and where not exempt	\$ at cost (additional)	\$ at cost (additional)		278
1.23	Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year	\$350.00 (per false alarm) effective May 1, 2005	No change	385.00	1,574

**Total      \$43,851**

November 21, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

---

As requested I provide the following comments with respect to the User Fee and Service Level review.

**User Fee**

All user fees within my Department were reviewed in accordance with the Budget Guidelines and no further changes are recommended.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

**Essential**

The definition of an Essential service is “the provision of a service that is deemed essential to the short and long term operation of the Municipality.” On that basis staff can not recommend that any services in the Legal Services, Human Resources, City Clerk’s (Office Services Section, Business Licenses Section and Risk Management Section), and Enforcement Services Departments, defined as Essential, not continue to be provided.

**Value Added**

Within my Departments we have reviewed those services that are defined as Value Added. There are 13 services categorized as Value Added within my Departments (Enforcement Services (10); Clerk’s (1); Human Resources (2).

	Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact
	<b>Enforcement Services</b>			
	Zoning Complaint Investigations	- Air conditioner complaints - Business in residential area - Commercial Vehicles - Accessory Buildings - Other	No Service Cut	No Change
	Prop. Stnd. Comp. Investigations	- Residential - Commercial - Industrial - Agricultural - Other	No Service Cut	No Change
	General By-law Infraction Invest.	- Fences - Garbage - Crossing Guards - Fill - Noise - Other	No Service Cut	No Change
	Licensing Enforcement	- Mobile - Stationary	No Service Cut	No Change
	Parking	- Sidewalks - Private Property	No Service Cut	No Change
	Sign Enforcement	- Permit Inspections - Variance Inspections - Mobile Sign Enforce. - Election Signs - Placard Signs - Other	No Service Cut	No Change

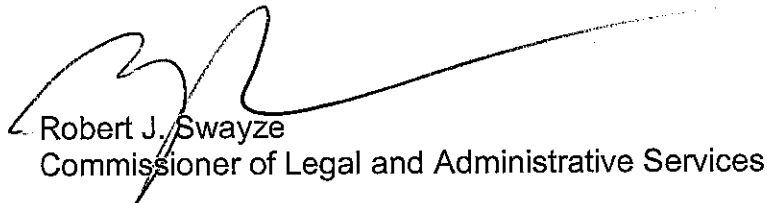
Animal Control	- Animal at large	No Service Cut	No Change
	- Barking		
Animal Control (cont'd.)	- Pigeons		
	- Stoop and Scoop		
	- Dog Licensing		
	- Other		
Park & Community Centre Enforcement (SEU)	- Liquor Violations	No Service Cut	No Change
	- Trespassing		
	- Nuisance		
	- Other		
Register & Train Private Co. & Staff for Tagging on Private Prop.		No Service Cut	No Change
<b>Clerk's</b>			
Archival Services: Community Information Services (Local Heritage Information Resource Library)	Service is currently minimal.	Service cut is not recommended.	No impact if service is left as is.
<b>Human Resources</b>	- Training & Development	No Service Cut	No Change
	- Crossing Guards		

### Commission's Closing Remarks

The Departments in the Commission are primarily corporate services serving other departments and Council with minimal increases in staff or budget in the last several years.

If cuts in service were proposed, they would impact other departments which are also under stress in one of the fastest growing municipalities in Canada.

Sincerely,



Robert J. Swayze  
Commissioner of Legal and Administrative Services

- c: Clayton Harris, Commissioner of Finance and Corporate Services  
John Hrajnik, Director of Budgeting & Financial Planning



# Budget Committee

October 28, 2005

Second Iteration for November 30, 2005

USER FEE SUMMARY  
WORKING DOCUMENT ONLY

SCHEDULE "A"  
GENERAL

ITEM

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>DOCUMENTS AND INFORMATION</b>				
<b>Photocopies</b>				
Under 10 pages	\$ 0.50 per page	Do not recommend an increase as external photocopy charges are under 50 cents a copy		
10-20 pages	\$ 5.00	No change		
20-50 pages	\$10.00	No change		
<b>Document Certification</b>	Refer to Schedule "B"	Refer to Schedule "B"		
<b>Retrieval of Documents/Information from Records Centre</b>	\$15.00	<u>We recommend an increase of 50 cents to \$15.50</u>		Revenue generated from this source is dependent on requests from the public. Any increase in revenue as a result of the 50 cents increase will be minimal.
<b>Records and Information Search</b>	\$30.00 per hour	Should remain at \$30 per hour pursuant to the MFIPPA Act and regulations.		
<b>City of Vaughan Staff Directory</b>	\$10.00	\$10.00		
<b>INSPECTIONS</b>				
Fee for site plan inspection requested of and performed by individual Departments, such as Engineering and Public Works or Building Standards	Refer to relevant Site Plan Agreement	Refer to relevant Site Plan Agreement		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "B"**  
**CLERK'S OFFICE**

<b>ITEM</b>	<b><u>2005 FEE or CHARGE</u></b>	<b><u>2006 FEE or CHARGE as at October 28/05</u></b>	<b><u>2006 Fee or Charge Further Updates</u></b>	<b><u>2006 Budget Impact</u></b>
Council and Committees Council - Agendas	\$ 159.00 per annum	Since Agendas/Minutes are now available on the website, in 2005 only ONE company has subscribed to receiving hard copies of agendas/minutes by mail at a cost of \$689 plus tax		
Committee of the Whole Agendas	\$ 245.00 per annum			
Council - Minutes - Hard Copy	\$ 155.00 per annum			
Agenda/Minutes Mail out Cost	\$ 120.00 per annum			
Public Hearing - Agendas	\$ 185.00			
Cassette Recording of Meetings	\$ 15.00	We are currently charging \$15 per tape. <u>We recommend an increase of \$5 to \$20 per tape (25% increase)</u>		Revenue generated from this source is dependent on requests received from the public. Since Vaughan Radio started broadcasting Committee/Council meetings on the website, requests for tapes have decreased, consequently any increase in revenues as a result of increasing the fee by \$5 will be minimal.
<b><u>Committee of Adjustment</u></b>				
Agendas	\$ 245.00 per annum	For 2005 NO ONE has subscribed for this service		
Minutes - Hard Copy	\$ 55.00 per annum			
Search Request Letters	\$ 35.00	<u>We recommend a 3% increase (\$36.05) or round off to \$36.00</u>		Revenue generated from this source is dependent on requests from the public. Any increase in revenue as a result of the one-dollar increase will be minimal.
Certificates of Official	<i>Refer to By-law 20-05</i>	<i>Refer to By-law 20-05</i>		
Corporation's Ontario Municipal Board Appeal Submission Fee	\$150.00	No change		
<b><u>Additional Services</u></b>				
Zoning By-law 1-88 or other Planning documents	Refer to Planning Department Schedule	Refer to Planning Department Schedule		
Document Commissioning	\$ 15.00 first document \$ 5.00 each additional document	Fees were <u>increased in April 2005</u> (from \$10 per document for commissioning and \$3.00 per page for certification). In line with Richmond Hill and Markham. No charge for Pension Documents.		
Document Certification	\$ 15.00 first document \$ 5.00 each additional document			
Special Occasion Permits (Liquor License Forms)	\$ 25.00	\$ 25.00		
Marriage Licences	\$ 100.00	\$ 100.00		
Property Standards Order Appeals	\$ 100.00	\$ 100.00		

Animal Licences	Refer to City's By-law(s) governing Animals	Refer to City's By-law(s) governing Animals		
Business Licences	Refer to City's By-law governing the licensing of Businesses	Refer to City's By-law governing the licensing of Businesses		
Burial Permits	\$ 25.00	Newmarket, Richmond Hill, Markham and Brampton charge \$25. Mississauga charges \$50.		
Cemeteries	Refer to Parks Department Schedule	Refer to Parks Department Schedule		
Fence Height Exemption Application Fee (Inspection Fee – refer to Schedule "I")	\$ 100.00	Not recommending an increase. The application fee is \$100 and the inspection fee (Enforcement Services Budget) is \$100 for a total of \$200.		

**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

SCHEDULE "I"  
**LEGAL**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>Conveyancing</b>				
Preparation and steps involved in registration of:				
- Subdivision Agreement, Site Plan Agreement and other miscellaneous Agreements (includes Ministry fees)	\$ 250.00	\$ 300.00	No Change	
- Road Dedication By-law (includes Ministry fees)	\$ 150.00	\$ 250.00	No Change	
- Part Lot Control By-law (includes Ministry fees which depend on number of property identification numbers involved for registration)	\$ 150.00 - 300.00	No Change	No Change	
- Villa Giardino Concerts	N/A	\$ 50.00	No Change	
- Inhibiting Order (includes Ministry fees)	\$ 450.00	\$ 500.00	No Change	
- Deletion of Inhibiting Order (includes Ministry fees)	\$ 250.00	No Change	No Change	
- Attendance upon execution of documents	\$ 250.00	\$ 300.00	No Change	
- Registration of other miscellaneous agreements not mentioned above (includes Ministry fees)	\$ 250.00	No Change	No Change	
- Registration of other miscellaneous documents not mentioned above requiring registration	Costs to be determined at time of registration + Ministry fees	Costs to be determined at time of registration + Ministry fees	No Change	
<b>Legal Services</b>				
Preparation and/or review and attendance upon execution of Miscellaneous Agreements including: Development Charge Deferrals, Agreements contemplated by Development Charges Act, Encroachment Agreements, Sewer Agreements, Agreements to fulfill conditions of approval of Committee of Adjustment/OMB decisions, Licence, Agreements and any other Agreements the City is required to enter	\$ 500.00	\$ 1,000	No Change	
<b>Enforcement Services</b>				
Sign Permit Inspection	\$ 100.00	No Change	No Change	
Pool Fence Inspection (after the first inspection)	\$ 100.00	No Change	No Change	
Fence Height Exemption Inspection	\$ 100.00	No Change	No Change	
Private property charge for service parking	\$ 50.00 per hour	No Change	No Change	
Private municipal law enforcement officer training	\$ 50.00 per hour	No Change	No Change	
Mobile Sign Retrieval Fee	\$ 300.00	No Change	No Change	
Other Signs Retrieval Fee	up to \$100.00	No Change	No Change	
Parking Enforcement performed by private companies	\$1,000 per year and \$100 per member of the company engaged in Parking Enforcement	No Change	No Change	
Parking Enforcement on private property	\$50.00 per hour	No Change	No Change	
<b>Real Estate</b>				
Application Fee for purchase or lease of City land	\$200.00	\$500	No Change	
Application Fee for easements of City land		\$500		
General Inquiry Fee	\$ 50.00	No Change	No Change	
Appraisal Fee (when performed by the Senior Manager of Real Estate)	\$250.00 - \$500.00	No Change	No Change	

**Approximate Total 2006 Budget Impact for Legal Services - \$5,000.00**

November 21, 2005

To: Michael DeAngelis  
City Manager

Re: **User Fee and Service Level Review**

---

As requested I provide the following comments with respect to Development Planning, Policy Planning/Urban Design and Building Standards to the User Fee and Service Level review.

**User Fee**

All user fees within my Department were reviewed in accordance with the Budget Guidelines and further changes are recommended as per the attached revised Schedules "F" and "G". The budget impact is provided as a cumulative total as opposed to separate line accounting.

**Service Level Review**

Council had previously directed that the City's services be categorized as Mandated, Essential or Value Added. The definitions for each of these categories are as follows:

- Mandated** - The provision of a service required by a law or regulation.
- Essential** - The provision of a service that is deemed essential to the short and long term operation of the Municipality.
- Value Added** - The provision of a service that is not required by a law, and is not essential to the short and long term operation of the municipality, but nevertheless provides value added.

Staff reviewed Essential and Value Added services and provide the following comments and final recommendations:

**Essential**

The definition of an Essential service is "the provision of a service that is deemed essential to the short and long term operation of the Municipality." On that basis staff can not recommend that any services in the Development Planning, Policy Planning/Urban Design and Building Standards Departments defined as Essential not continue to be provided.

**Value Added**

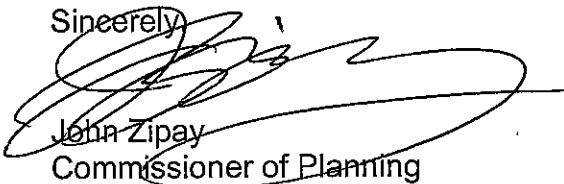
Within my Department we have reviewed those services that are defined as Value Added. There is 1 service categorized as Value Added within my Department.

	Value Added Service	Analysis/Comments	Recommendation (no service cut, cut service, reduce service to...)	2006 Budget Impact
	Provides staff resources to City Committees	This may involve overtime, however the staff resource is an important aspect of such committees with respect to answering questions, etc. which may in fact save time in the long run.	No service cut	-0-

It is to be further noted that with respect to the projected revenue in the Planning Department, the current \$5.1m projection is unrealistic and would be more accurately reflected by a \$3.6m projection.

With respect to Building Standards, please note the attached email (Attachment 1) sent to Michael DeAngelis, Clayton Harris and John Hrajnik on November 18<sup>th</sup>, 2005 identifying the four positions that are being recommended as continued vacancies in 2006.

Sincerely,



John Zipay  
Commissioner of Planning

JZ:lt

c: Clayton Harris, Commissioner of Finance and Corporate Services  
John Hrajnik, Director of Budgeting & Financial Planning

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**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "F"**  
**BUILDING STANDARDS DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>General</b>				
Pool Permits	\$ 50.00	\$ 250.00		
Building Compliance Letter	\$ 100.00	No change	\$125.00	\$25,000
Supplementary Building Compliance Letter	\$ 25.00	No change	\$50.00	\$7,500
Monthly Building Statistics Report (per annum)	\$ 60.00	No change	No change	
Building Drawings -				
- Handling fee	\$ 21.75	No change	No change	
- Paper	\$ 5.00	No change	No change	
Written zoning response (per letter)	\$ 25.00	No change	\$50.00	\$3,000
Written response for Provincial/Regional licenses (per letter)	\$ 50.00	No change	No change	
<del>Execution of simple site plans (REMOVE THIS LINE)</del>	<del>\$ 150.00</del>	<del>N/A (Does not exist)</del>		
Research and provision of property information - (per property)	\$ 50.00	No change	No change	
Inspection Fee Consents - (for each lot to be created)	\$ 200.00	No change	No change	
<b>Septic</b> - (for each remainder lot)	\$ 200.00	No change	No change	
Inspection Fee: <b>Septic</b> - Minor Variance (per application)	\$ 200.00	No change	No change	
<b>By-law governing Signs and Advertising Devices</b>	Refer to City's By-law governing Signs	Refer to City's future By-law governing Signs	Refer to City's future governing Signs	

Public Property By-law, including signs (proposed as at Dec/02) <b>TRANSFER THIS ITEM TO PUBLIC WORKS</b>	<del>Refer to City's By-law governing Public Property, including Signs)</del>	<del>Refer to City's By-law governing Public Property, including Signs)</del>	Refer to City's By-law governing Public Property, including Signs)	
Title Restriction Fee (Release (New Fee)			\$75.00	\$90,000
<b>Building Permits</b>	Refer to City's By-law governing Buildings and Structures	Refer to City's By-law governing Buildings and Structures - Subject to Bill 124 restriction	Refer to City's By-law governing Buildings and Structures - Subject to Bill 124 restriction	



**USER FEE SUMMARY**  
**WORKING DOCUMENT ONLY**

**SCHEDULE "G"**  
**PLANNING DEPARTMENT**

<u>ITEM</u>	<u>2005 FEE or CHARGE</u>	<u>2006 FEE or CHARGE as at October 28/05</u>	<u>2006 Fee or Charge Further Updates</u>	<u>2006 Budget Impact</u>
<b>City of Vaughan Maps</b>				
Proposed Subdivisions (map & index)	\$ 10.00	No change	No change	} <b>\$500.00</b>
Registered Plans of Subdivision (M-Plan)	\$ 5.00	No change	\$ 10.00	
Vaughan Street Map (& index)	\$ 10.00	No change	No change	
Community Street Maps	\$ 5.00	No change	\$10.00	
All other Large-scale Maps	\$ 10.00	No change	No change	
<b>Base Maps</b>				
Property Map (large)	\$ 10.00	No change	No change	} <b>\$2500.00</b>
Property Map (small)	\$ 5.00	No change	No change	
Topographic Map	\$ 10.00	No change	No change	
2005 Topographic Maps			\$ 25.00	
<b>Zoning By-law 1-88</b> Part 1. Text (20.00) and Key Maps (\$30.00 sold separately) Part 2. Schedules	\$ 50.00 \$ 50.00	No change	No change	
By-law 1-88 CD Version (Includes Part 1 & 2)	\$100.00	No Change	\$100.00	
Individual Zoning Key Maps	\$ 5.00	No change	No change	} <b>\$2500.00</b>
<b>Official Plans/Land Use Maps</b>				
General Land Use Map	\$ 5.00	No change	\$ 10.00	
Amendments to Vaughan Official Plan Map	\$ 10.00	No change	No change	
Block Plan Land Use Maps	\$ 10.00	No change	No change	
All other Large-scale Maps	\$ 10.00	No change	No change	
<b>Official Plan, Secondary and Community Plans</b>				
Kleinburg-Nashville (OPA 160)	\$ 10.00	No change	\$ 20.00	} <b>\$2500.00</b>
Thornhill/Vaughan (OPA 210)	\$ 15.00	No change	\$ 20.00	
Woodbridge (OPA 240)	\$ 15.00	No change	\$ 20.00	
Maple (OPA 350)	\$ 15.00	No change	\$ 20.00	
Employment Area (OPA 450)	\$ 35.00	No change	No change	
Corporate Centre (OPA 500)	\$ 20.00	No change	No change	
City of Vaughan Official Plan (OPA 600)	\$ 35.00	No change	\$ 50.00	
<b>Change of Street Address</b>	\$ 50.00	No change	\$ 100.00	\$2,000.00
<b>Planning Applications under the Planning Act</b>	Refer to City's By-law governing Fees for the processing of Planning Applications	Refer to City's By-law governing Fees for the processing of Planning Applications – Change Cost as per Council Direction.	Refer to City's By-law governing Fees for the processing of Planning Applications – Change Cost as per Council Direction.	