

AMENDMENTS TO FEES AND CHARGES BY-LAW NO. 396-2002

Recommendation

The City Clerk recommends:

- 1) That Schedules "B" and "E" to By-law No. 396-2002, being the Fees and Charges By-law, be amended to reflect new user fees and increases to existing user fees and that an amending by-law be forwarded to Council for enactment; and
- 2) That Schedule "H" to By-law No. 396-2002, being the Fees and Charges By-law, be amended to reflect minor modifications to the schedule.

Purpose

To amend By-law No. 396-2002 to include new user fees, increases to existing user fees and minor modifications to relevant schedules.

Background - Analysis and Options

The Municipal Act requires that any amendments to a by-law to impose fees and charges requires a public meeting to be held with appropriate notification provided. By-law No. 394-2002, provides for the form, manner and time for the provision of notice for various matters. Notice of a proposed by-law amendment to a by-law to impose fees and charges requires publication of a public meeting in a newspaper at least fourteen (14) days prior to the date the proposed by-law is to be considered and further the notice of the public meeting has to include the nature of the fee or charge to be imposed. The notice of public meeting published on March 17, 2005 included the following:

Clerk's Office (Schedule "B" to By-law No. 396-2002)

Document Commissioning:	\$15.00 first document \$ 5.00 each additional document
Document Certification:	\$15.00 first document \$ 5.00 each additional document
Corporation's OMB Appeal Submission Fee:	\$150.00

Vaughan Fire & Rescue Service (Schedule "E" to By-law No. 396-2002)

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
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SCHEDULE "B" (Attachment 1)

Document Commissioning and Document Certification

The following are the results of a survey of area municipalities regarding document commissioning and document certification:

Municipality	Document Commissioning	Document Certification
Brampton	\$25.00 per document	\$25.00 first 2 pages \$5.00 each additional page
Mississauga	\$35.00 per document	\$10.00 per document
Markham	\$15.00 first document \$5.00 each additional document	\$15.00 first document \$5.00 each additional document
Richmond Hill	\$15.00 per document	\$15.00 per document
Vaughan	\$10.00 per document	\$3.00 each page

Staff are recommending an increase in commissioning fees from \$10.00 per document to \$15.00 for the first document and \$5.00 for each additional document and an increase in certification fees from \$3.00 a document to \$15.00 for the first document and \$5.00 for each additional document. Vaughan's current fees for the provision of these services is low compared to that of the municipalities surveyed. The proposed fee increases are reasonable and will bring Vaughan's fees for these services in line with those charged by neighbouring municipalities.

It should be noted that the service for commissioning pension documents is provided to seniors free of charge.

Corporation's OMB Appeal Submission Fee

Staff are recommending that a \$150.00 charge be implemented for processing, pursuant to the Planning Act, OMB appeals relating to subdivisions, official plan amendments, zoning by-laws and interim control by-laws. Since the fee is applicable to the development applications approval process, as the municipality moves towards achieving a full cost recovery of 100% it is appropriate to include this administrative fee.

SCHEDULE "E" (Attachment 2)

Vaughan Fire & Rescue Service False Alarm Fee

Council, at its meeting of February 21, 2005 approved, effective May 1, 2005, a \$350.00 charge on the third and successive malicious or nuisance false alarm in a calendar year. Therefore, it is appropriate to include this charge on Schedule "E".

SCHEDULE "H" (Attachment 3)

Minor modifications to the schedule are recommended to reflect that individual program **and service** fees are 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. Therefore, it is no longer necessary to include the charge for duplicate income tax receipts for Culture and Recreation programs on Schedule "H".

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Conclusion

It is necessary to enact a by-law to amend the Fees and Charges By-law Number 396-2002 for the purpose of replacing Schedules "B", "E" and "H". Changes are indicated on the attached schedules as follows: ***bold and italics*** for additions to the schedules and strikethrough for deletions.

Attachments

1. Attachment 1 Schedule "B"
2. Attachment 2 Schedule "E"
3. Attachment 3 Schedule "H"

Report prepared by:

Sybil Fernandes, Deputy City Clerk, Ext. 8628

Respectfully submitted,

John D. Leach
City Clerk

SCHEDULE "B" TO BY-LAW NO. 396-2002

CLERK'S OFFICE

ITEM

FEE or CHARGE

<u>Council and Committees</u>	
Council - Agendas	\$ 159.00 per annum
Committee of the Whole Agendas	\$ 245.00 per annum
Council - Minutes - Hard Copy	\$ 155.00 per annum
Cassette Recording of Meetings	\$ 15.00
Agenda/Minutes Mail out Cost	\$ 120.00 per annum
Public Hearing – Agendas	\$ 185.00
<u>Committee of Adjustment</u>	
Agendas	\$ 245.00 per annum
Minutes - Hard Copy	\$ 55.00 per annum
Minutes- Diskette	\$ 24.00 per meeting
Search Request Letters	\$ 35.00
Certificates of Official	Refer to By-law 20-05
<i>Corporation's Ontario Municipal Board Appeal Submission Fee</i>	\$150.00
<u>Additional Services</u>	
Zoning By-law 1-88 or other Planning Documents	Refer to Planning Department Schedule
Document Commissioning	\$ 10.00 \$ 15.00 first document \$ 5.00 each additional document
Document Certification	\$ 3.00 \$ 15.00 first document \$ 5.00 each additional document
Special Occasion Permits (Liquor License Forms)	\$ 25.00
Marriage Licences	\$ 100.00
Property Standards Order Appeals	\$ 100.00
Animal Licences	Refer to City's By-law(s) governing Animals
Business Licences	Refer to City's By-law governing the licensing of Businesses
Burial Permits	\$ 25.00
Cemeteries	Refer to Parks Department Schedule
Fence Height Exemption Applications	\$ 100.00

SCHEDULE "E" TO BY-LAW NO. 396-2002

VAUGHAN FIRE & RESCUE SERVICE

ITEM

FEE or CHARGE

1.1	Standard Fire or Investigation Report	\$ 85.00
1.2	File Search and Information Letter	\$ 85.00
1.3	Inspection of premises or building (up to 2,000 m ²)	\$150.00
1.4	Inspection of premises or building (over 2,000 m ² or other extraordinary inspection services)	\$150.00 (+ supplementary staff costs)
1.5	Re-inspection of premises or building	\$ 85.00
1.6	Inspection for L.L.B.O. a Liquor Sales License purposes	\$150.00
1.7	Inspection for/of Day Care Centre or Day Nursery	\$100.00
1.8	Inspection of Private Home - Day Care or Not-for-Profit Day Care Centre or Day Nursery	\$ 50.00
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)
1.10	Dispatch of individual fire fighting apparatus	\$350.00 (per initial hour or part thereof)
1.11	Dispatch of individual hazardous materials response unit, water tanker or technical rescue support unit	\$175.00 (per initial hour or part thereof)
1.12	Dispatch of individual rehab, mechanical, command or investigation support units	\$100.00 00 (per initial hour or thereof)
1.13	Materials or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident	\$ at cost
1.14	Permit for a small <i>fire</i> on a private residential site (<i>fire</i> not to exceed 1m in any dimension)	\$ 25.00
1.15	Permit for a <i>fire</i> exceeding 1m in any dimension	\$660.00
1.16	Fire safety training workshops and seminars	\$ at cost
1.17	Recruit Firefighter Application & Testing Fee	\$ 75.00
1.18	VFRS Mechanical Division normal hourly shop rate for fire apparatus and equipment testing, repair, and maintenance services to other agencies.	\$ 65.00
1.19	VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies	\$ at cost
1.20	VFRS Mechanical Division fee for extraordinary repair and maintenance services to other agencies	\$ 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)
1.23	<i>Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year</i>	<i>\$350.00 (per false alarm) effective May 1, 2005</i>

SCHEDULE "H" TO BY-LAW NO. 396-2002

COMMUNITY SERVICES - RECREATION AND CULTURE

ITEM

FEE or CHARGE

<p>FACILITY RENTAL and SERVICES-IN-KIND RATE SCHEDULES</p> <p>Facility Rental Rates: 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>Services-in-Kind Rates: 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><u>RECREATION AND CULTURE PROGRAMS</u></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>Duplicate Income Tax Receipts for Culture and Recreation Programmes</p>	<p>\$ 15.00</p>