

USER FEE/SERVICE CHARGE REVIEW

Recommendation

The City Manager recommends:

That the increases in user fees and service charges outlined in Attachment 1 and have been incorporated into the Draft 2007 Operating Budget be received for information and input.

Economic Impact

The proposed economic impact will be \$68,820.00. A general contingency was included in the original 2007 Draft Operating Budget presented on February 6th to account for anticipated user fee and service charge amendments.

Purpose

The purpose of this report is to provide the Budget Committee with information on proposed changes to user fees and service charges which have been included in the draft budget.

Background - Analysis and Options

Inherent in the 2007 Budget process is a continued emphasis on maximizing the cost recovered on services provided. In addition to adjusting revenues for anticipated changes in activity volume, departments were requested to increase user fees and service charges in relation to department cost increases.

As a result, all fees and charges were increased at minimum by a rate equivalent to inflation unless otherwise specified by departments charging the fee and with exception to fees & charges currently part of ongoing studies (e.g. planning, recreation, licensing, etc).

The budget impact associated with the above noted increases has not yet been included in departmental 2007 draft operating budgets, with exception for Council approved fee increases (i.e. Recreation). However, a general contingency has been provided for in the 2007 draft operating budget to account for anticipated user fee and service charge amendments. This balance will be reallocated to the appropriate departments prior to the public forums.

Enclosed in Attachment 1 are the department recommended amendments to the City's user fees and service charges for the Budget Committee's review. The explanations related to user fee/service charge amendments are provided by the respective Commissioner and Department.

Formal User Fee/Service Charge Studies

In addition the user fees in Attachment 1 there were a number of user fees based on detailed studies. Some user fees studies were as a result of legislative requirements and staff initiated a number of other in-depth studies. Detailed below is a brief synopsis of the user fee/service charge studies that have been performed:

Formal User Fee/Service Charge Studies

Building Standards – Effective July 1, 2005, Bill 124 required that municipalities limit the charges for Ontario Building Code related fees to not exceed the cost of issuing a building permit. The legislation allowed for the inclusion of direct costs, indirect costs and the establishment of a reserve. Traditionally, building permit revenue was a large source of revenue and this revenue was used to subsidize the Planning Act portion of the development application approval process. CN Watson was retained to assist staff in the cost justification for building permit processing. This study was completed and the outcomes presented to Council.

Planning / Committee of Adjustment – As a result of the elimination of the cross subsidization of building permit revenue offsetting the costs of processing Planning Act and Committee of Adjustment fees, a review of the costs associated with these fees was undertaken. In conjunction with the costing exercise required for Bill 124, CN Watson was engaged to assist staff in the determination of total costs for the Planning Act and Committee of Adjustment fees. This study was completed and the outcomes presented to Council. As a result of this study, a subsequent study on individual planning fees by application type is currently in process and a report on those findings is anticipated in early 2007.

Licensing – The Municipal Act, brought into effect in 2003 required that licensing fees should not exceed the costs of providing the service. Legislation stipulated that the total amount of fees to be charged shall not exceed the costs directly related to the administration and enforcement of the by-law. CN Watson was retained to assist staff in the determination of costs based on the New Municipal Act. This study was completed and the outcome presented to Council.

Recreation – In 2005, Recreation staff retained the IBI Group to undertake a costing and pricing study and to prepare a user fee policy that would guide the City's annual fee schedule. On January 24, 2006, staff reported to Council on the results of the study and recommended a three year fee schedule with associated policies. Recreation fees were grouped into service categories with targeted recovery policies for each group. The overall goal is to achieve department cost-revenue neutrality.

Summary of User Fees Based on Studies

Below is a summary of the 2007 revenues associated with each of the above detailed studies.

| <u>User Fees Based on Studies</u> | <u>Associated Revenues</u> | <u>% of Total</u> |
|---|----------------------------|-------------------|
| Building Standards - Building Code Fees | \$ 9,619,750 | 28% |
| Planning / COA Fees | 5,045,600 | 14% |
| Licensing Fees | 744,400 | 2% |
| Recreation Fees | 14,812,995 | 43% |
| Total User Fees Based on Studies | 30,222,745 | |
| Total 2007 Draft Operating Budget Department User Fees | 34,811,175 | |
| % Associated With Studies | 87% | |

As indicated above, 87% of the 2007 Draft Operating Budget department user fees and service charges are based on detailed and extensive studies.

Relationship to Vaughan Vision 2007

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

Conclusion

A user fee and service charge review has taken place and results are provided as Attachment #1.

Attachments

Attachment 1 – Proposed User Fee/Service Charge Amendments

Respectfully submitted,

Michael DeAngelis
City Manager

CITY OF VAUGHAN

2007 DRAFT

OPERATING BUDGET

PROPOSED DEPARTMENT
USER FEE/SERVICE CHARGE
AMENDMENTS

Budget Committee

February 20, 2007

User Fee Summary

| SCHEDULE | INCREASE \$ |
|---------------------------------|-----------------|
| Sch A – General | \$300 |
| Sch B – Clerks | \$6,150 |
| Sch C – Finance | \$3,700 |
| Sch D – ETD/CorpComm | \$0 |
| Sch E – Fire & Rescue | \$7,120 |
| Sch F – Bldg Standards | \$3,7000 |
| Sch G – Planning Dept | \$0 |
| Sch H – Comm Serv/Rec & Culture | \$0 |
| Sch I – Legal | \$3,150 |
| Sch J – Parks Department | \$7,530 |
| Sch K – Engineering | \$2,750 |
| Sch L – Public Works | \$1,120 |
| Sch M – Encroachments | \$0 |
| Total Fee Increase | \$68,820 |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "A" GENERAL

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|---------------------------------------|--------------------|--|--|
| Photocopies | | | | |
| Under 10 pages | \$ 0.55 per page | \$0.55 per page | Estimated \$50.00 increase in revenue | Projected revenue based on 2006 requests |
| 10-20 pages | \$ 5.00 | \$7.50 | Estimated \$125.00 increase in revenue | "as above" |
| 20-50 pages | \$15.00 | \$15.00 | Estimated \$125.00 increase in revenue | "as above" |
| Document Certification | Refer to Schedule "B" | | | |
| Retrieval of Documents/ Information from Records Centre | \$15.50 per file | \$20.00 per file | | |
| Records and Information Search | | | | |
| - Paper Records | \$30.00 per hour | Same as 2006 | N/A | Fees same as FOI Act |
| -Electronic Search - development of computer program or other method of producing a record from a machine-readable record | \$60.00 per hour | Same as 2006 | N/A | "as above" |
| City of Vaughan Staff Directory | \$10.00 | | | |
| | | | | |
| | | | | |
| INSPECTIONS | | | | |
| 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 | | | |
| Schedule Subtotal | | | \$300 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "B" CLERK'S OFFICE

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|---|--------------------|--------------------|---|
| Council and Committees Council - Agendas | \$ 159.00 per annum | Same as 2006 | N/A | Service has not been requested since the posting of agendas/minutes on the website; should remain on by-law in the event this service is requested. |
| Committee of the Whole Agendas | \$ 245.00 per annum | Same as 2006 | N/A | "as above" |
| Council - Minutes - Hard Copy | \$ 155.00 per annum | Same as 2006 | N/A | "as above" |
| Cassette Recording of Meetings | \$ 20.00 per tape | \$30.00 per tape | | Charge is per tape. Revenue depends on the request and length of meeting |
| Agenda/Minutes Mail out Cost | \$ 120.00 per annum | Same as 2006 | N/A | Service has not been requested since the posting of agendas/minutes on the website; should remain on by-law in the event this service is requested. |
| Public Hearing – Agendas | \$ 185.00 | Same as 2006 | N/A | "as above" |
| <u>Committee of Adjustment</u> | | | | |
| Agendas | \$ 245.00 per annum | Same as 2006 | N/A | Service has not been requested |
| Minutes – Hard Copy | \$ 55.00 per annum | Same as 2006 | N/A | Service has not been requested |
| Search Request Letters | \$ 36.00 + Possibly \$30.hr for extensive search | | N/A | Part of Planning Study |
| Certificates of Official | <i>Refer to By-law 20-05</i> | | N/A | Part of Planning Study |

| | | | | |
|--|---|--|---|--|
| Corporation's Ontario Municipal Board Appeal Submission Fee | \$150.00 \$1.25 to Ministry | | N/A | Part of Planning Study |
| Additional Services Zoning By-law 1-88 or other Planning Documents | Refer to Planning Department Schedule | | N/A | Part of Planning Study |
| Document Commissioning | \$ 15.00 first document \$ 5.00 each additional document | \$20.00 first document \$10.00 each additional document | Approximate total increase of \$6,000 for commissioning and certification | Dependant on the number of requests received; Projected increase in revenue calculated on 2006 requests received. |
| Document Certification | \$ 15.00 first document \$ 5.00 each additional document | \$20.00 first document \$10.00 each additional document | "as above" | "as above" |
| Special Occasion Permits (Liquor License Forms) | \$ 25.00 | \$30.00 | \$150.00 | Minimal budget impact. We sign approximately 30 per year |
| Marriage Licenses | \$ 100.00 | | | Present fees are inline with Markham and Richmond Hill; increasing fees may deter applicants to go to those jurisdictions who charge less which will reduce revenues; we will monitor fees in these jurisdictions. |
| Property Standards Order Appeals | \$ 100.00 | | | |
| Animal Licenses | Refer to City's Animal Control By-law No. 53-2002, as amended | | | |

| | | | | |
|---|--|--------------|----------------|--|
| Business Licenses | Refer to City's Licensing By-Law, 2006, No. 315-2005, as amended | | | A comprehensive study of fees was undertaken prior to the enactment of the by-law which is in effect for a period of 5 years. The fees were set pursuant to the requirements of the Municipal Act at the time and took into account the costs directly related to the administration and enforcement of the By-law or portion of the by-law relating to a particular class of business. An inflation factor of 2.5%/year was added to the cost. Recent amendments to the Municipal Act allow the municipality to add a portion of the capital costs which may be attributed to the cost of issuing a license. However, given the fact that we have added an inflationary factor to our licensing fees, any adjustments would be insignificant. |
| Burial Permits | \$ 25.00 | Same as 2006 | N/A | Standard fee charged by GTA municipalities |
| Cemeteries | Refer to Parks Department Schedule | | | |
| Fence Height Exemption Application Fee (Inspection Fee – refer to Schedule "I") | \$ 100.00 | | | |
| Schedule Subtotal | | | \$6,150 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "C" FINANCE

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|--|------------------------------|-----------------------------|--------------------|--|
| PROPERTY TAX | | | | |
| Tax Certificates | \$ 65.00 | No change | See comment | The charge is @ market; mailing costs to advertise change exceed increase in charge |
| Duplicate Tax Receipts for Income Tax | \$ 20.00 | \$10.00 | See comment | Approximate revenue increase associated with all fee increases is \$3,000. |
| Tax Statements (Detailed) | \$ 25.00 | \$26.00 | See comment | "as above" |
| Tax Account Search | \$ 25.00 per hour + costs | \$26.00 per hour + costs | See comment | "as above" |
| Returned Cheques (Administration Fee) | \$ 30.00 | \$35.00 | See comment | "as above" |
| Property Tax Sales Final Letter prior to Registration | \$ 125.00 | \$135.00 | See comment | "as above" |
| Registration Process | At cost | No change | \$0 | No change |
| Extension Agreements | \$200.00 | \$225.00 | See comment | See duplicate tax document comment. |
| Sale/Vesting Process | At cost | No change | \$0 | No change |
| ASSESSMENT Assessment Roll -Hard copy | \$2.50 per page | No change | \$0 | No change |
| OTHER Development Charges Written Response for Development Charge Balance Verification | \$ 30.00 + G.S.T. | \$35.00 + GST | \$880.00 | Already incorporated in 2007 Budget |
| Development Charge Research for Land | \$ 25.00 per hour + costs | \$35.00 + GST | \$0 | To-date have not had these type of requests |
| Purchasing Bid Documents | \$ 10.00 to \$750.00 per set | \$10.00 to \$750.00 per set | \$700.00 | Though there is no fixed formula to sell tender documents based on number of pages. The fee ranges from \$10 to \$750 depending upon the volume of drawings/maps. 2007 bid document fees will be adjusted as per CPI increase. Budget impact is calculated based on 2006 sale i.e. \$42,915 X 1.6% CPI |

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|--|---|--|----------------|--|
| Water and Wastewater Water Rates | Refer to the City's Water Rate By-law | | | Not required – part of Water & Sewer Budget |
| Wastewater Rates | Refer to the City's Wastewater Rate By-law | | | Not required – part of Water & Sewer Budget |
| Turn off/Turn on Service Call Charges | Refer to the City's Water and Wastewater Rate By-laws | | | Not required – part of Water & Sewer Budget |
| Schedule Subtotal | | | \$3,700 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "D" ECONOMIC AND TECHNOLOGY DEVELOPMENT AND CORPORATE COMMUNICATIONS

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|----------------------------------|--------------------|--------------------|---|
| ETDD | | | | |
| Vaughan Business Directory - book (not applicable...delete please!) | | | | |
| disc - | \$ at cost | \$ at cost | \$0 | Cost recovery is still only \$100 as the costs to collect data have not changed over past 12 months (we partner with York Region to do the research and they have not raised our "share" of the costs). |
| Vaughan Business Enterprise Centre | | | | |
| Seminars (part day) | fee varies from \$75.00-\$100.00 | Same range | \$0 | Similar services are offered by Vaughan Chamber and neighbouring Business Enterprise Centres and cost for participants is within the same range for all who offer this service. Cannot raise registration fees beyond these levels as VBEC will no longer be competitive. |
| Seminars or Conferences (full day) | fee varies from \$25.00-\$350.00 | Same range | \$0 | See above explanation under "Seminars-comments" |
| Schedule Subtotal | | | \$0 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "E"
VAUGHAN FIRE & RESCUE SERVICE

ITEM

| | DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|------|---|---|---|---------------------------|--|
| 1.1 | Standard Fire or Investigation Report | \$ 93.50 | \$95.00 | See comment | Fire Prevention 2007 total budgeted revenue will only increase \$560 over 2006 to \$35,560 from \$35,000 |
| 1.2 | File Search and Information Letter | \$ 93.50 | \$95.00 | See 1.1 | See 1.1 |
| 1.3 | Inspection of premises or building (up to 2,000 m ²) | \$165.00 | \$167.75 | See 1.1 | See 1.1 |
| 1.4 | Inspection of premises or building (over 2,000 m ² or other extraordinary inspection services) | \$165.00 (+ supplementary staff costs) | \$167.75 (+ supplementary staff costs) | See 1.1 | See 1.1 |
| 1.5 | Re-inspection of premises or building | \$ 93.50 | \$93.50 | See 1.1 | See 1.1 |
| 1.6 | Inspection for a Liquor Sales License | \$165.00 | \$167.75 | See 1.1 | See 1.1 |
| 1.7 | Inspection for/of Day Care Centre or Day Nursery | \$110.00 | \$111.75 | See 1.1 | See 1.1 |
| 1.8 | Inspection of Private Home - Day Care or Not-for-Profit Day Care Centre or Day Nursery | \$ 55.00 | \$56.00 | See 1.1 | See 1.1 |
| 1.9 | Initial dispatch to a motor vehicle incident of up to three Vaughan Fire and Rescue Service apparatus | \$770.00 (per initial hour or part thereof) | \$782.50 (per initial hour of part thereof) | See comment | Fire Operations 2007 total budgeted revenue will only increase \$6,400 in addition to original 2007 budget submission. Fire Operations 2007 budgeted revenue decrease to from \$510,000 budgeted for 2006 to \$400,000 |
| 1.10 | Dispatch of individual fire fighting apparatus | \$385.00 (per initial hour or part thereof) | \$391.25 (per initial hour or part thereof) | See 1.9 | See 1.9 |
| 1.11 | Dispatch of individual hazardous materials response unit, water tanker or technical rescue support unit | \$192.50 (per initial hour or part thereof) | \$195.75 (per initial hour or part thereof) | See 1.9 | See 1.9 |
| 1.12 | Dispatch of individual rehab, mechanical, command or investigation support units | \$110.00 (per initial hour or part thereof) | \$111.75 (per initial hour of part thereof) | See 1.9 | See 1.9 |

| | | | | | |
|------|--|--|--|-------------|--|
| 1.13 | Materials or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident | \$ at cost | \$ at cost | See 1.9 | See 1.9 |
| 1.14 | Permit for a small <i>fire</i> on a private residential site (<i>fire</i> not to exceed 1m in any dimension) | \$ 27.50 | \$28.00 | See 1.1 | See 1.1 |
| 1.15 | Permit for a <i>fire</i> exceeding 1m in any dimension | \$726.60 | \$738.25 | See 1.1 | See 1.1 |
| 1.16 | Fire safety training workshops and seminars | \$ at cost | \$ at cost | | \$ at cost |
| 1.17 | Recruit Firefighter Application & Testing Fee | \$ 82.50 | \$83.75 | \$0 | No impact |
| 1.18 | VFRS Mechanical Division normal hourly shop rate for fire apparatus and equipment testing, repair, and maintenance services to other agencies. | \$ 71.50 | \$72.75 | See comment | Fire Mechanical 2007 total budgeted revenue will only increase \$160 over 2006. Fire Mechanical 2007 budgeted revenue will remain \$10,160 |
| 1.19 | VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies | \$ at cost | \$ at cost | \$ 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) | See comment | \$ 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) | | \$ at cost (additional) |
| 1.23 | Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year | \$385.00 (per false alarm) | \$391.25 (per false alarm) | See 1.9 | See 1.9 |

| | | | | | |
|--------------------------|---|----------|----------|----------------|---------|
| 1.24 | Consumer Fireworks Displays held on days other than Victoria Day and Canada Day | \$150.00 | \$152.50 | See 1.1 | See 1.1 |
| 1.25 | Display fireworks held at anytime | \$150.00 | \$152.50 | See 1.1 | See 1.1 |
| 1.26 | Pyrotechnics Special Effect Events held at any time | \$150.00 | \$152.50 | See 1.1 | See 1.1 |
| Schedule Subtotal | | | | \$7,120 | |

FEE & CHARGES SUMMARY

*USER FEE SUMMARY
WORKING DOCUMENT ONLY*

SCHEDULE "F" BUILDING STANDARDS DEPARTMENT

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|--|--|--------------------|--------------------|--|
| General | | | | |
| Pool Permits | \$ 250.00 | \$250.00 | \$0 | No change, regulated by City's Fencing By-Law raised in 2006 from \$50 to \$250.00 |
| Building Compliance Letter | \$ 125.00 | \$125.00 | \$0 | Raised last year from \$100 to \$125 |
| Supplementary Building Compliance Letter | \$ 50.00 | | \$0 | Raised Last Year from \$25 to \$50 |
| Monthly Building Statistics Report (per annum) | \$ 60.00 | | \$0 | Presently being charged at cost |
| Building Drawings - | | | | Regulated by the Ontario Building Code Act (Bill 124) |
| - Handling fee | \$ 21.75 | | | Regulated by the Freedom of Information Act |
| - Paper | \$ 5.00 | | | Regulated by the Freedom of Information Act |
| Written zoning response (per letter) | \$ 50.00 | \$100.00 | \$1,500 | - |
| Written response for Provincial/Regional licenses (per letter) | \$ 50.00 | \$100.00 | \$2,500 | |
| Research and provision of property information - (per property) | \$ 50.00 | \$0 | \$0 | Regulated by the Freedom of Information Act |
| Inspection Fee Consents (for each lot to be created) | \$ 200.00 | \$250.00 | \$500 | |
| (for each remainder lot) | \$ 200.00 | | | |
| Inspection Fee - Minor Variance (per application) | \$ 200.00 | \$250.00 | \$500 | |
| By-law governing Signs and Advertising Devices | Refer to City's Sign By-law No. 203-92, as amended | 100% increase | \$32,000 | Subject to Public hearing , also Regulated process within the Municipal Act (by June, 2007) |
| Public Property By-law, including signs (proposed as at Dec/02) | Refer to City's Public Property Sign By-Law No. 178-2003, as amended | N/A | N/A | This belongs within the Public Works Department User Fee list. (This By-Law is not administered by the Building Standards Department.) |
| Title Restriction Fee (Release) | \$ 75.00 | No change | \$0 | New Fee in 2006 |

| | | | | |
|--------------------------------|--|-----------|-----------------|---|
| Building Permits | Refer to City's Building Standards By-Law No. 232-2005, as amended | No change | \$0 | Regulated by the Ontario Building Code Act (Bill 124) |
| Pre-Permit Review Service | \$1,500 per model home | No change | \$0 | New Fee in 2006 |
| Plumbing Fee | | No change | \$0 | Regulated by the Ontario Building Code Act (Bill124) |
| Departments Misc. Fees Account | Various | No change | \$0 | Presently being charged at cost |
| Schedule Subtotal | | | \$37,000 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY WORKING DOCUMENT ONLY

SCHEDULE "G" PLANNING DEPARTMENT

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|----------------------|--------------------|--------------------|--|
| City of Vaughan Maps | | | | <p>The Development Planning Dept. Reviewed and updated the User Fees in 2006.</p> <p>The estimated revenue from user fees for the Dept is approx. \$15,000. on a yearly basis. The estimated overall impact for fees would be approx. \$250. should a 1.6% increase be imposed.</p> <p>It is therefore recommended that the user fees for the Planning Dept. remain the same for 2007.</p> |
| Proposed Subdivisions (map & index) | \$ 10.00 | | N/A | |
| Registered Plans of Subdivision (M-Plan) | \$ 10.00 | | N/A | |
| Vaughan Street Map (& index) | \$ 10.00 | | N/A | |
| Community Street Maps | \$ 10.00 | | N/A | |
| All other Large-scale Maps | \$ 10.00 | | N/A | |
| Base Maps | | | | |
| Property Map (large) | \$ 10.00 | | N/A | |
| Property Map (small) | \$ 5.00 | | N/A | |
| Topographic Maps | \$ 25.00 | | N/A | |
| Zoning By-law 1-88 | | | | |
| Part 1. Text (\$20.00) and Key Maps (\$30.00 sold separately) | \$ 50.00 \$ 50.00 | | N/A | |
| Part 2. Schedules | | | | |
| By-Law 1-88 CD Version (includes Part 1 & 2) | \$100.00 | | N/A | |
| Individual Zoning Key Maps | \$ 5.00 | | N/A | |
| Official Plans/Land Use Maps | | | | |
| General Land Use Map | \$ 10.00 | | N/A | |
| Amendments to Vaughan Official Plan Map | \$ 10.00 | | N/A | |
| Block Plan Land Use Maps | \$ 10.00 | | N/A | |
| All other Large-scale Maps | \$ 10.00 | | N/A | |
| Official Plan, Secondary and Community Plans | | | | |
| Kleinburg-Nashville (OPA 601) | \$ 20.00 | | N/A | |
| Thornhill/Vaughan (OPA 210) | \$ 20.00 | | N/A | |
| Woodbridge (OPA 240) | \$ 20.00 | | N/A | |
| Maple (OPA 350) | \$ 20.00 | | N/A | |
| Employment Area (OPA 450) | \$ 35.00 | | N/A | |
| Corporate Centre (OPA 500) | \$ 20.00 | | N/A | |
| City of Vaughan Official Plan (OPA 600) | \$ 50.00 | | N/A | |

| | | | | |
|---|--|--|------------|--|
| Change of Street Address | \$100.00 | | N/A | |
| Planning Applications under the Planning Act | Refer to City's By-law governing Fees for the processing of Planning Applications – Change cost as per Council direction | | N/A | Currently under review. Report expected in 2007 |
| Schedule Subtotal | | | \$0 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "H" COMMUNITY SERVICES - RECREATION AND CULTURE

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|--|--|--------------------|----------|
| FACILITY RENTAL RATE and SERVICES-IN-KIND RATE SCHEDULES | | | | |
| Facility Rental Rate: Arenas, Gyms, Baseball Diamonds, Soccer Fields, Tennis Courts, Parks (Picnics), Pools, Meeting Rooms, Halls, etc. | Facility Rental Rates are as approved by Council in the annual operating budget or amendments to the budget and set out on a Rental Rate Schedule. The annual rates are effective April 1st of each year for all new bookings | Facility Rental Rates are as approved by Council in accordance with the Recreation and Culture User Fee and Pricing Policy. | | |
| Services-in-Kind Rate: City inventory, such as Picnic Tables, Tables and Chairs, Bleachers Rented Equipment, such as washrooms, dumpsters, road barricades, etc. | Services-in-Kind Rates are 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 annual rates are effective April 1st of each year for all new bookings. | Services-in-Kind Rates are as approved by Council in accordance with the Recreation and Culture User Fee and Pricing Policy. | | |
| RECREATION AND CULTURE PROGRAMS | | | | |

| | | | | |
|--|---|--|--|--|
| <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 are as 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 and as amended from time to time in accordance with the Recreation and Culture User Fee and Pricing Policy</p> | <p>Individual program and service fees are as approved by Council in accordance with the Recreation and Culture User Fee and Pricing Policy.</p> | | |
|--|---|--|--|--|

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "I" LEGAL

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|--|--|---------------------|--------------------|--|
| Conveyancing | | | | |
| Preparation and steps involved in registration of: | | | | |
| - Subdivision Agreement, Site Plan Agreement and other miscellaneous Agreements (includes Ministry fees) | \$ 300.00 | No change | \$0 | Fees were raised significantly in 2006 |
| - Road Dedication By-law (includes Ministry fees) | \$ 250.00 | No change | \$0 | Fees were raised significantly in 2006 |
| - Part Lot Control By-law (includes Ministry fees which depend on number of property identification numbers involved for registration) | \$150.00 - 300.00 | \$200.00 – \$300.00 | \$2,500.00 | |
| - Villa Giardino Consents | \$ 50.00 | No change | \$0 | Fee were raised significantly in 2006 |
| - Inhibiting Order (includes Ministry fees) | \$ 500.00 | No change | \$0 | Fee were raised significantly in 2006 |
| - Deletion of Inhibiting Order (includes Ministry fees) | \$ 250.00 | No change | \$0 | Fee were raised significantly in 2006 |
| - Attendance upon execution of documents | \$ 300.00 | No change | \$0 | Fee were raised significantly in 2006 |
| - Registration of other miscellaneous agreements not mentioned above (includes Ministry fees) | \$ 250.00 | No change | \$0 | Fee were raised significantly in 2006 |
| - Registration of other miscellaneous documents not mentioned above requiring registration | Costs to be determined at time of registration + Ministry fees | | | |
| Legal Services | | | | |
| 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 | \$1,000.00 | No change | \$0 | Fee were raised significantly in 2006 |

| | | | | |
|---|---|-----------------------|---------------------|--|
| Enforcement Services | | | | |
| Sign Permit Inspection | \$ 100.00 | \$ 101.75 | | |
| Pool Fence Inspection (after the first inspection) | \$ 100.00 | \$ 101.75 | \$ 50.00 | |
| Fence Height Exemption Inspection | \$ 100.00 | \$ 101.75 | \$ 20.00 | |
| Private property charge for service parking | \$ 50.00 per hour | \$ 51.00 | \$ 0 | |
| Private municipal law enforcement officer training | \$ 50.00 per hour | \$ 51.00 | \$ 0 | This cost is usually covered in \$100 charge per officer |
| Mobile Sign Retrieval Fee | \$ 300.00 | | | |
| Other Signs Retrieval Fee | up to \$100.00 | | | |
| Parking Enforcement performed by private companies | \$1,000 per year and \$100 per member of the company engaged in Parking Enforcement | \$1015.00 \$101.75 | \$140.00 \$98.00 | |
| Parking Enforcement on private property | \$ 50.00 per hour | \$51.00 | \$0 | |
| Real Estate | | | | |
| Application Fee for purchase of City land | \$500.00 | No change | | Fee were raised significantly in 2006 |
| Application Fee for easements of City land | \$500.00 | No change | | |
| General Inquiry Fee | \$ 50.00 | No change | | "as above" |
| Appraisal Fee (when performed by the Senior Manager of Real Estate) | \$250.00 - \$500.00 | No change | | "as above" |
| Noise Exemption Application Fee | \$100.00 | \$101.75 | \$99.75 | |
| Noise Monitoring | \$65.00 per hour | \$66.25 | \$312.50 | |
| Schedule Subtotal | | | \$3,150 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "J" PARKS DEPARTMENT

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|--|--------------------|--------------------|--------------------|--|
| PARKS MAPS | | | | |
| Parks, Open Spaces, Woodlots, Storm Ponds and | | | | |
| Facilities Map | \$ 30.00 | | | |
| Large Parks Maps or other Maps | \$ 25.00 | | | |
| **CEMETERIES | | | | |
| PURCHASE OF INTERMENT RIGHTS | | | | |
| Single Lot | \$1,070.00 | \$1087.12 | \$856.00 | Based on an average of 50 transactions |
| Cremation Lot | \$ 535.00 | \$543.56 | \$428.00 | Based on an average of 50 transactions |
| Corner Markers (sets of 4) | \$ 192.60 | \$195.68 | \$154.00 | Based on an average of 50 transactions |
| TRANSFER OF INTERMENT RIGHTS | | | | |
| Transfer Certificate | \$ 26.75 | \$27.17 | \$2.14 | Based on an average of 5 transactions |
| INTERMENTS | | | | |
| Adult Single Grave | \$ 615.25 | \$625.09 | \$295.32 | Based on an average of 30 transactions |
| Child Single Grave | \$ 321.00 | \$326.13 | \$25.68 | Based on an average of 5 transactions |
| Infant Single Grave | \$ 214.00 | \$217.42 | \$17.12 | Based on an average of 5 transactions |
| *Provincial Licensing Fee applies (applicable on burials only not cremations) | \$ 10.00 | \$10.00 | \$0 | Based on an average of 40 transactions |
| Grass & lowering device for caskets | \$ 25.00 | \$25.40 | \$12.00 | Based on an average of 30 transactions |
| Cremation | \$ 214.00 | \$217.42 | \$17.00 | Based on an average of 5 transactions |
| Cremation & Grave Side Service | \$ 240.75 | \$244.60 | \$154.08 | Based on an average of 40 transactions |
| Weekday Surcharge For funerals arriving after 2:30 | \$ 95.00 per hour | \$96.52 | \$15.20 | Based on an average of 10 transactions |
| Weekend Surcharge | \$ 95.00 per hour | \$96.52 | \$15.20 | Based on an average of 10 transactions |
| Pallbearer Fee | \$ 50.00 | \$50.80 | \$4.00 | Based on an average of 5 transactions |

| | | | | |
|--|-----------|--|----------------|---|
| All Social Services burials shall be subject to the same charges as outlined above. | | | | |
| MARKERS / MONUMENTS | | | | |
| Flat Marker Installation | \$ 53.50 | \$50.00 | (\$17.50) | Rolled back as per Ministry of Government Services Regulation |
| Upright marker Installation | \$ 267.50 | \$100 for markers under 4ft and \$200 for markers over 4ft (rolled back from \$267.50) | (\$1,225.00) | Rolled back as per Ministry of Government Services Regulation |
| Schedule Subtotal | | | \$7,530 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY WORKING DOCUMENT ONLY

SCHEDULE "K" ENGINEERING

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|--------------------------------|--------------------|-------------------------------------|--|
| Release from Subdivision or Development Agreement | \$ 100.00 | \$110.00 | Approximately additional \$300.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Fees or charges under a Subdivision, Development and/or Servicing Agreement | Refer TP Individual Agreements | N/A | N/A | The fees will be reviewed in detail in 2007 |
| Rainbow Creek Master Drainage | \$ 55.00 | \$60.00 | Approximately additional \$5.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Engineering Site Plan Criteria Guide | \$ 25.00 | \$30.00 | Approximately additional \$50.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Design Criteria & Standard Drawings | \$ 100.00 | \$110.00 | Approximately additional \$300.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Infill Lot Grading Approval | \$ 75.00 | \$85.00 | Approximately additional \$2,000.00 | |
| Benchmark Books | \$ 52.00 | \$55.00 | Approximately additional \$30.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Studies 5.00 to 30.00 | \$ 5.00 - \$50.00 | \$5.25 - \$51.00 | Approximately additional \$5.00 | These items are all captured in the line 2004001.3574 (Revenue from Recoverable Expenses) and 2004001.3618 (Department Miscellaneous Revenue) |
| Engineering/Servicing General Information Map | \$ 31.00 | \$31.50 | \$0 | Service not been required |
| City Watermain Map | \$ 31.00 | \$31.50 | \$0 | Service not been required |
| City Storm and Sanitary Trunk Sewer Map | \$ 31.00 | \$31.50 | \$0 | Service not been required |
| Engineering Plan and Profile Prints | \$ 25.00 | \$25.50 | \$60.50 | Based on 2006 Levels |
| Photocopy of Municipal Service Connection | \$ 10.00 | \$10.25 | \$0 | Service not been required |
| Horizontal Control Book | \$ 52.00 | \$52.75 | \$0.75 | Based on 2006 Levels |

| | | | | |
|--|---|-----------|----------------|---|
| Road Occupancy Permit | \$ 100.00 | No change | \$0 | Under negotiations through MAA with utility companies |
| Requests by developers to phase assumption of services other than as provided in original Subdivision or Servicing Agreement | \$ 2,500.00 | | | |
| 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 | | | |
| ADDITIONAL SERVICES Services below subject to prior approval of Utility Coordinator complement position: | | | | |
| Preparation and completion of Road Occupancy Agreement, including execution | \$ 1,000.00 | | | |
| Municipal Consent | \$ 260.00 | No change | \$0 | Under negotiations through MAA with utility companies |
| Schedule Subtotal | | | \$2,750 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY WORKING DOCUMENT ONLY

SCHEDULE "L" PUBLIC WORKS

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|--|--|--------------------|--|---|
| Water and Wastewater | | | | |
| Water Rates | Refer to City's Water Rate By-law | Not yet determined | Unknown | Not taxation related, and rate is determined by Finance in consultation with both the Public Works and Engineering Departments. |
| Wastewater Rates | Refer to City's Wastewater Rate By-law | SAA | SAA | SAA |
| Water Turn-off/Turn-on Service Call Charges | Refer to City's Water Rate By-law | SAA | SAA | SAA |
| Water Meters (application for meters and temporary water fee) | \$ at cost (varies with number of meters to be installed, size of meters, administration and contract installation costs) | No change | 0 | Cost already includes an administration fee to offset staff costs that are funded from non-taxation budget. Not taxation related. |
| Hydrant Meter Rentals (includes application, administration fee, demonstration to user, water consumption, plus any repairs) | \$ at cost (varies with rental period, time, administration costs , consumption, etc.) | No change | 0 | This service is being phased out with the installation of the new water filling stations. |
| Sewer Camera Service (identify blockages in sanitary/storm lateral lines on private property) | \$ 75.00 per hour (minimum 3 hours) | \$76.20 | \$80 (Based on \$5,000) | Not taxation related. |
| 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 change | 0 | City responsibility to clear blockage from its portion of the sewer. |
| - if blockage on private property, flat rate fee per hour | \$ 75.00 per hour (minimum 3 hours) | \$76.20 | \$40 (Based on 50% of \$5,000 on private side) | Not taxation related. |

| | | | | |
|---|---------------------------------|-----------|----------------|--|
| Waste | | | | |
| Blue Box | \$ 6.00 (each) | No change | 0 | Council approved rate and convenience for residents. |
| Green Bin | \$20.00 (each) | No change | 0 | Council approved rate and convenience for residents. |
| In-House Organic Container | \$ 6.00 (each) | No change | 0 | Council approved rate and convenience for residents. |
| Garbage Tags | \$10.00 (each sheet of 10 tags) | No change | 0 | Council approved rates and convenience for residents. |
| Back yard composters | \$ 15.00 (each) | No change | 0 | Council approved rate and convenience for residents. |
| Appliance Collection | \$ 25.00 (each appliance) | No change | 0 | Council approved rate and convenience for residents. Operates on a cost recovery basis. |
| Culverts | | | | |
| Materials or goods | \$ at cost (varies with size) | | | |
| Installation Services (application, review of drawings, etc.) | \$ at cost (varies with size) | No change | | Already at cost. |
| Curb Cut Permit | \$100.00 | \$125.00 | \$1000.00 | This is a 25% increase, so revenues will go up by \$1,000 over the year based on \$4,000 revenue |
| Service Connections | \$ at cost + 15% | No change | 0 | Already includes a 15% overhead fee to help cover administration and inspection costs. |
| Rural Street Number Sign (cost = \$ 20.00 as at Dec. 2002) | \$ at cost | No change | 0 | Number of sales annually are minimal (less than 10 year). |
| Schedule Subtotal | | | \$1,120 | |

FEE & CHARGES SUMMARY

USER FEE SUMMARY
WORKING DOCUMENT ONLY

SCHEDULE "M" ENCROACHMENTS

ITEM

| DOCUMENTS AND INFORMATION | 2006 Fee or Charge | 2007 Fee or Charge | 2007 Budget Impact | Comments |
|---|--|--------------------|--------------------|--|
| Original Preliminary Inspection: | No charge | | | |
| Serving Non-Compliance Notice: | No charge | | | |
| Follow Up Completion Inspection: | No charge | | | |
| Encroachment Application Fee/Encroachment Permit: | \$ 100.00 plus G.S.T & other costs (survey, insurance, registration, etc.) | | | |
| Encroachment Agreement: | refer to Legal - Schedule "I" | No change \$1,000 | \$0 | Fees were raised significantly in 2006 |
| For Remedial rectification pertaining to the requirements of the Encroachment By-law the following rate(s) shall apply: <ul style="list-style-type: none"> • Where City forces are used: • Where the City retains independent contractors: • Departmental Inspection Fee | At cost + 15% administration fee At cost + 15% administration fee \$200 per visit per Department | | | |
| Schedule Subtotal | | | \$0 | |