

## **SPECIAL COUNCIL – APRIL 7, 2009**

### **USER FEE/SERVICE CHARGE REVIEW**

(Item 6, Report No. 2, Budget Committee)

Council, at its meeting of February 24, 2009, adopted the following:

The Budget Committee recommends approval of the recommendation contained in the following report of the City Manager, dated February 9, 2009.

#### **Report of the City Manager, dated February 9, 2009**

#### **Recommendation**

The City Manager in consultation with the Senior Management Team and the Director of Budgeting and Financial Planning recommend:

That the user fees and service charges outlined in Attachment 1 be approved subject to the required public notice and meeting requirements.

#### **Economic Impact**

The total proposed economic impact is \$261,545. Based on the original report submitted on November 18, 2008, a general contingency was included in the Draft 2009 Operating Budget to account for anticipated user fee and service charge amendments approximately \$78,545. Since then the Financial Services department recently proposed new user fees, which amount to approximately \$183,000 which will favourably impact the Draft 2009 Operating Budget. Details on these fees are included in another report on the February 9<sup>th</sup>, 2009 agenda.

#### **Communications Plan**

Before the 2009 operating budget receives final approval, the community will be notified of an opportunity for public input on user fee/service charge adjustments to be received.

#### **Purpose**

The purpose of this report is to provide the Budget Committee with information on proposed changes to user fees and service charges for 2009.

#### **Background - Analysis and Options**

Inherent in the 2009 budget guidelines and 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:

- Explore and submit new user fee and service charge opportunities for existing non-revenue generating services.
- Increase established service charges and user fees by a similar percentage increase in department costs, excluding any volume related impacts. At minimum departments were expected to increase user fees & service charges by the rate of inflation, unless otherwise specified. Some user fees and service charges may be subject to other regulatory requirements or subject to ongoing studies and may be exempt from this requirement.

The budget impact associated with the increases noted above are not included in the draft 2009 departmental operating budgets, with exception for Council pre-approved fee increases (i.e. Recreation and Licensing). However, a general contingency is included in the Draft 2009 Operating Budget to account for anticipated user fee and service charge amendments. Once approved, amounts will be transferred from contingency to departmental revenue accounts.

### User Fee/Service Charge Review Results

The 2009 annual operating budget impact associated with department submitted existing user fee and service charge increases amount to \$54,545 and proposed new fees and service charges total an additional \$207,000. Detailed below is a summary of the proposed increases by Department.

#### 2009 User Fee/Service Charge Review Impact Summary

Schedule	Department	Changes to Fees/Charges	New Fees/Charges	TOTAL
A & B	Clerk's	\$4,535	\$0	\$4,535
C	Finance	\$590	\$205,500	\$206,090
D	Economic & Technology Development & Corporate Communications	\$0	\$0	\$0
E	Fire & Rescue Services	\$6,936	\$0	\$6,936
F	Building Standards	\$13,350	\$1,500	\$14,850
G	Planning	\$348	\$0	\$348
I	Legal	\$2,100	\$0	\$2,100
I	Enforcement Services	\$10,485	\$0	\$10,485
J	Parks	\$0	\$0	\$0
K	Engineering Services	\$1,017	\$0	\$1,017
K	Development Engineering	\$12,333	\$0	\$12,333
L	Public Works	\$1,601	\$0	\$1,601
M	Encroachments	\$1,250	\$0	\$1,250
	<b>Total</b>	<b>\$54,545</b>	<b>\$207,000</b>	<b>\$261,545</b>

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

**Relationship to Vaughan Vision 2020**

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

**Regional Implications**

There are no Regional implications associated with this report

**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

**SCHEDULE "A" - GENERAL to (By-law No.396-2002)**

INCREASE TO EXISTING USER FEES/SERVICE CHARGES					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% Incr./decr)	2009 Budget Impact	DEPARTMENT COMMENTS
Photocopies - under 10 pages	\$0.55	\$0.55	0.0%	\$0.00	No increase was recommended in fee as there was a substantial increase in 2008
10-20 pages	\$7.50	\$7.50	0.0%	\$0.00	No increase was recommended in fee as there was a substantial increase in 2008
20-50 pages	\$15.00	\$15.00	0.0%	\$0.00	No increase was recommended in fee as there was a substantial increase in 2008
Document Certification	Refer to Schedule "B"				
Retrieval of Documents/Information from Records Centre - per file	\$20.50	\$21.00	2.4%	\$10	
Records & Information Search Paper Records - per hour	\$30.00	\$30.00	0.0%	\$0	No increase in fee as it is in line with MFIPPA fees
Electronic Search - development of computer program or other method of producing a record from a machine-readable record - per hour	\$60.00	\$60.00	0.0%	\$0	No increase in fee as it is in line with MFIPPA fees
Administrative Fee for Closed Meetings Investigation Requests	\$125.00	\$125.00	0.0%	\$0	
Inspections - fee for site plan inspection requested of and performed by individual departments, such as Engineering & Public Works or Building Standards	\$475 for the first inspection for the release of the irrevocable Letter of Credit by the Development Planning Department, and this fee will also include the first landscaping inspection for the release of the 20% landscape warranty holdback; \$350 for the first inspection for the release of the Irrevocable Letter of Credit by Engineering Department; and \$125 for each additional inspection to be performed by these respective Departments, to address deficiencies.	\$475 for the first inspection for the release of the irrevocable Letter of Credit by the Development Planning Department, and this fee will also include the first landscaping inspection for the release of the 20% landscape warranty holdback; \$350 for the first inspection for the release of the Irrevocable Letter of Credit by Engineering Department; and \$125 for each additional inspection to be performed by these respective Departments, to address deficiencies.			
<b>SCHEDULE SUBTOTAL</b>				<b>\$10.00</b>	

**SCHEDULE "B"- CLERKS to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./decr)</b>	<b>2009 Budget Impact</b>	<b>COMMENTS / RATIONAL</b>
Council Agendas - per annum	\$159.00	\$159.00	0.0%	\$0.00	no requests
Committee of the Whole Agendas - per annum	\$245.00	\$245.00	0.0%	\$0.00	no requests
Council - Minutes - Hard Copy - per annum	\$155.00	\$155.00	0.0%	\$0.00	no requests
Recording of Meetings - per CD	\$30.00	\$35.00	16.7%	\$75.00	Inc based on staff time
Agenda/Minutes Mail out Cost - per annum	\$120.00	\$120.00	0.0%	\$0.00	no requests
Public Hearing - Agendas	\$185.00	\$185.00	0.0%	\$0.00	no requests
Committee of Adjustment Agendas - per annum	\$245.00	\$250.00	2.0%	\$0.00	no requests
Minutes - Hard Copy - per annum	\$55.00	\$56.00	1.8%	\$0.00	no requests
Search Request Letters	\$36.00	\$37.00	2.8%	\$0.00	
Certificates of Official	Refer to By-law 20-05	Refer to By-law 20-05			
Corporation's Ontario Municipal Board Appeal Submission Fee - \$125.00 to Ministry	\$150.00	\$153.00	2.0%	\$15.00	increase based on number of applications
<b>Additional Services</b>					
Zoning By-law 1-88 or other Planning Documents	Refer to Planning Department Sched.	Refer to Planning Department Sched.			
Document Commissioning - first document	\$20.00	\$25.00	25.0%	\$825.00	Inc based on staff time
Document Commissioning - each additional	\$10.00	\$15.00	50.0%	\$75.00	Inc based on staff time
Document Certification - first document	\$20.00	\$0.00	-100.0%	\$0.00	service discontinued
Document Certification - each additional	\$10.00	\$0.00	-100.0%	\$0.00	service discontinued
Special Occasion Permits (Liquor Licence Forms)	\$30.00	\$35.00	16.7%	\$35.00	based on number of new eating establishments requiring licenses
Marriage Licenses	\$100.00	\$125.00	25.0%	\$0.00	
Property Standards Order Appeal	\$100.00	\$102.00	2.0%	\$0.00	administered by Enforcement Services



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "B"- CLERKS to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./((decr)</b>	<b>2009 Budget Impact</b>	<b>COMMENTS / RATIONAL</b>
Animal Licences	Refer to City Animal Control By-law 53-2002, as amended	Refer to City Animal Control By-law 53-2002, as amended			
Business Licences	Refer to City's Licensing By-law 2006, no 315-2005 as amended	Refer to City's Licensing By-law 2006, no 315-2005 as amended			
Burial Permits	\$25.00	\$30.00	20.0%	\$3,500.00	Inc based on staff time
Cemeteries	Refer to Parks Department Schedule	Refer to Parks Department Schedule			
Fence Height Exp Application Fee (Inspection Fee - refer to Sch "I"	\$101.75	\$200.00	96.6%	\$0.00	
<b>SCHEDULE SUBTOTAL</b>				<b>\$4,525.00</b>	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "C"- FINANCE to (By-law No.396-2002)**

INCREASE TO / DECREASE / USER FEES / SERVICE CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
<b>PROPERTY TAX</b>					
Tax Certificates	\$70.00	\$70.00	0.0%	\$0.00	
Duplicate Tax Receipts for Income Tax	\$10.00	\$10.00	0.0%	\$0.00	
Tax Statements (Detailed)	\$27.00	\$30.00	11.1%	\$60.00	price increase
Tax Account Search	\$27.00 per hour + costs	\$30.00 per hour + costs	11.1%	\$30.00	price increase
Returned Cheques (Administration Fee)	\$35.00	\$35.00	0.0%	\$0.00	
<b>Property Tax Sales</b>					
Final Letter prior to Registration	\$140.00	\$150.00	7.1%	\$350.00	price increase
Registration Process	AT COST	AT COST			
Extension Agreements	\$250.00	\$300.00	20.0%	\$150.00	price increase
Sales/Vesting Process	AT COST	AT COST			
<b>Assessment</b>					
Assessment Roll - Hard Copy - per page	\$2.50	\$2.50	0.0%	\$0.00	
<b>OTHER</b>					
<b>Developments Charges</b>					
Written Response for Development Charge Balance Verification + GST	\$35.00	\$35.00	0.0%	\$0.00	
Development Charge Research for Land + GST	\$35.00	\$35.00	0.0%	\$0.00	
Purchasing Bid Documents	\$10.00 to \$750.00 per set	\$10.00 to \$750.00 per set	0.0%	\$0.00	
Water & Wastewater Water Rates (Refer to Sch. L)	Refer to the City's Water Rate By-law				
Wastewater Rates (Refer to Sch.L)	Refer to the City's Wastewater Rate By-law				
Turn off/Turn on Service Call Charges (Refer to Sch. L)	Refer to the City's Water & Wastewater Rate By-laws				
<b>SCHEDULE SUBTOTAL</b>				<b>\$590</b>	



2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY

**SCHEDULE "C"- FINANCE to (By-law No.396-2002)**

**NEW USER FEES & CHARGES**

DESCRIPTION	2009 FEE / CHARGE	2009 BUDGET IMPACT	DEPARTMENT COMMENTS
CHARGES ADDED TO THE COLLECTORS' ROLL	\$30	\$1,500	
BANKS/MORTGAGE CO STATUS OF ACCOUNT	\$10	\$11,000	
BANKS/MORTGAGE CO DETAILED STATEMENT	\$35	\$7,000	
POST DATED CHEQUE RETRIEVAL	\$10/cheque	\$3,000	
NEW TAX ACCOUNT FEE	\$55	\$130,000	
TAX OWNERSHIP CHANGE FEE	\$25	\$53,000	
	-	\$0	
		<b>\$205,500</b>	





**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

<b>SCHEDULE "D"- ECONOMIC &amp; TECHNOLOGY DEVELOPMENT &amp; COPROATE COMMUNICATIONS</b> to (By-law No.396-2002)
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INCREASE TO EXISTING USER FEES/SERVICE CHARGES					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./ (decr)	2009 Budget Impact	DEPARTMENT COMMENTS
Vaughan Business Directory - disk	at cost	at cost	0%	\$0	
Vaughan Business Enterprise Centre - Seminars (part day)	fee varies from \$75.00 - \$100.00	fee varies from \$75.00 - \$100.00	0%	\$0	Same as 2008
Vaughan Business Enterprise Centre - Seminars or Conferences ( full day)	fee varies from \$25.00 - \$350.00	fee varies from \$25.00 - \$350.00	0%	\$0	Same as 2008
<b>SCHEDULE SUBTOTAL</b>				<b>\$0</b>	

**SCHEDULE "E"- FIRE & RESCUE to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./ (decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Dispatch of individual rehab, mechanical, command or investigation support units - (PER INITIAL HOUR OR PART THEREOF)	\$113.99	\$116.00	1.8%	\$924.60	Discretionary billings & uncollected billings
Material or supplies consumed, or equipment/apparatus damages sustained or other expenses incurred at an incident	\$ at cost	\$ at cost		\$834.00	
Permit for a small fire on a private residential site (fire not to exceed 1m in any dimension)	\$28.56	\$29.60	3.6%	\$68.64	
Permit for a fire exceeding 1m in any dimension	\$753.02	\$768.00	2.0%	\$0.00	
Fire Safety training workshops and seminars	\$ at cost	\$ at cost		\$0.00	
Recruit Firefighter Application and Testing Fee	\$85.43	\$87.00	1.8%	\$0.00	
VFRS Mechanical Division normal hourly shop rate for fire apparatus & equipment testing, repair, and maintenance services to other agencies	\$74.21	\$76.00	2.4%	\$61.00	
VFRS Mechanical Division flat rate for various testing, maintenance and warranty services to other agencies	\$ at cost	\$ at cost		\$61.00	
VFRS Mechanical Division fee for extraordinary repair and maintenance services to other agencies	\$ at cost (+ supplementary staff costs)	\$ at cost (+ supplementary staff costs)		\$81.00	

**SCHEDULE "E"- FIRE & RESCUE to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./ (decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Standard Fire or Investigation Report	\$96.90	\$99.00	2.2%	\$333.90	
File Search and Information Letter	\$97.00	\$99.00	2.1%	\$318.00	
Inspection of premises or building (up to 2,000 m <sup>2</sup> )	\$171.11	\$175.00	2.3%	\$27.23	
Inspection of premises or building (over 2,000 m <sup>2</sup> or other extraordinary inspection services) + SUPPLEMENTARY STAFF COSTS)	\$171.11	\$175.00	2.3%	\$0.00	
Re-inspection of premises or building	\$96.90	\$99.00	2.2%	\$0.00	
Inspection for a Liquor Sales License	\$171.11	\$175.00	2.3%	\$19.45	
Inspection for/of Day Care Centre or Day Nursery	\$113.99	\$116.25	2.0%	\$6.78	
Inspection of Private Home - Day Care or Not-for -Profit Day Care Centre of Day Nursery	\$57.12	\$58.14	1.8%	\$8.16	
Initial dispatch to a motor vehicle incident of up to three Vaughan Fire & Rescue Serv. Apparatus (PER INITIAL HOUR OR PART THEREOF)	\$798.15	\$814.00	2.0%	\$1,933.70	Discretionary billings & uncollected billings
Dispatch of individual fire fighting apparatus (PER INITIAL HOUR OR PART THEREOF)	\$399.08	\$407.00	2.0%	\$1,045.44	Discretionary billings & uncollected billings
Dispatch of individual hazardous material response unit, water tanker or technical rescue support unit - (PER INITIAL HOUR OR PART THEREOF)	\$199.69	\$204.00	2.2%	\$741.32	Discretionary billings & uncollected billings

**SCHEDULE "E"- FIRE & RESCUE to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Definition of <i>Supplementary Staff Costs</i> . Includes current staff hourly rate of pay & applicable overtime premium, where necessary, plus benefits				\$0.00	
Miscellaneous Expenses, where not included in any of above costs and where not exempt	\$ at cost (additional)	\$ at cost (additional)		\$0.00	
Dispatch of VFRS fire apparatus to third or subsequent nuisance false alarm within the calendar year - (PER FALSE ALARM)	\$399.08	\$407.00	2.0%	\$411.84	
Consumer Fireworks Displays held on days other than Victoria Day and Canada Day	\$155.55	\$159.10	2.3%	\$10.65	
Display Fireworks held at anytime	\$155.55	\$159.10	2.3%	\$24.85	
Pyrotechnics Special Effect Events held at any time	\$155.55	\$159.10	2.3%	\$24.85	
<b>SCHEDULE SUBTOTAL</b>				<b>\$6,936</b>	

**SCHEDULE "F" - BUILDING STANDARDS to (By-law No.396-2002)**

(INCREASING OR DECREASING FEES AND CHARGES)					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./(decr)	2009 Budget Impact	DEPARTMENT COMMENTS
Pool Permits	\$250.00	\$300.00	20.0%	\$11,250	Proposing Increase for 2009
Building Compliance Letter	\$125.00	\$125.00	0.0%	\$0	Increased in 2006
Supplementary Building Compliance Letter	\$50.00	\$50.00	0.0%	\$0	Increased in 2006
Monthly Building Statistics Report (per annum)	\$80.00	\$200.00	233.3%	\$2,100	Split out - Dept Misc Revenue Account
Sign Variance Application Fees	\$350.00	\$350.00	0.0%	\$0	Split out - Dept Misc Revenue Account
Misc. Photo Copying Charges	\$.50 /Page (small) \$5.00/ page (large)	\$.50 /Page (small) \$5.00/ page (large)		\$0	Split out - Dept Misc Revenue Account
Buildings Drawings Handling fee	\$21.75	\$21.75	0.0%	\$0	Frozen - FOI Act Fee
Buildings Drawings Paper	\$5.00	\$5.00	0.0%	\$0	Frozen - FOI Act Fee
Written zoning response (per letter)	\$100.00	\$100.00	0.0%	\$0	Increased in 2007
Written response for Provincial/Regional licenses (per letter)	\$100.00	\$100.00	0.0%	\$0	Increased in 2007
Research and provision of property information (per property)	\$50.00	\$50.00	0.0%	\$0	Frozen - FOI Act Fee
Inspection Fee Consents for each lot to be created	\$250.00	\$250.00	0.0%	\$0	Increased in 2008
Inspection Fee Consents for each remainder lot	\$250.00	\$250.00	0.0%	\$0	Increased in 2008
Inspection Fee - Minor Variance (per application)	\$250.00	\$250.00	0.0%	\$0	Increased in 2008
Signs	Refer to City's Sign By-law No. 203-02 as amended				
Signs on Public	Refer to City's Public Property Sign By-law No. 178-2003 as amended				
Title Restriction Fee (Release)	\$75.00	\$75.00	0.0%	\$0	New Fee 2008
Building Permits & Plumbing Permits regulated by the Ontario Building Code Act	Refer to City's Building Standards By-law No. 232-2005 as amended	Refer to City's Building Standards By-law No. 232-2005 as amended			Ontario Building Code Act Fees (Presently Under Review) (Combined Accounts 110001.3668 @ 110001.3610.)
Pre-Permit Review Service - Per Model Home	\$1,500.00	\$1,500.00	0.0%	\$0	New Fee 2008



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "F" - BUILDING STANDARDS to (By-law No.396-2002)**

**INCREASES TO EXISTING FEE/SERVICE CHARGES**

DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./decr)	2009 Budget Impact	DEPARTMENT COMMENTS
<b>Signs &amp; Advertising Devices on Private Property</b> All signs, except portable signs and poster signs (per application)	\$150.00 (plus \$20.00 per sq. m. or part thereof of the sign area of each sign face)	\$150.00 (plus \$20.00 per sq. m. or part thereof of the sign area of each sign face)		\$0	Increased in 2007
Portable Signs - Mobile (per sign for up to 15 day posting)	\$50.00	\$50.00	0.0%	\$0	Increased in 2007
Portable Signs - Mobile (per sign for up to 30 day posting)	\$100.00	\$100.00	0.0%	\$0	Increased in 2007
Portable Signs - A-Frame (per sign for up to 6 months posting)	\$150.00	\$150.00	0.0%	\$0	Increased in 2007
Poster Panels	\$150.00 (plus \$40.00 per sq. m. or part thereof of the sign area of each sign face)	\$150.00 (plus \$40.00 per sq. m. or part thereof of the sign area of each sign face)		\$0	Increased in 2007
Renewal of Permit	\$150.00	\$150.00	0.0%	\$0	Increased in 2007
<b>SCHEDULE SUBTOTAL</b>				<b>\$13,350</b>	

**NEW SERVICES / CHARGES**

DESCRIPTION	2009 FEE / CHARGE	2009 Budget Impact	Comments
Research and Reporting of Building Permit Data	\$75.00/hour	\$ 1,500	Subject to FOI Regulations and Compliance
	-		
<b>TOTAL POTENTIAL 2009 BUDGET IMPACT</b>			

**SCHEDULE "G"- PLANNING DEPT to (By-law No.396-2002)**

INCREASES OF EXISTING USER FEES/SERVICES CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./decr</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
City of Vaughan Maps - Proposed Subdivisions (map & index)	\$15.00	\$15.50	3.3%	\$28.00	price increase
Registered Plans of Subdivision (M-Plan)	\$10.00	\$10.10	1.0%	\$2.00	price increase
Vaughan Street Map (& Index)	\$15.00	\$15.50	3.3%	\$12.50	price increase
Community Street Maps	\$10.00	\$10.10	1.0%	\$0.60	price increase
All other Large-scale Maps	\$10.00	\$10.10	1.0%	\$0.40	price increase
Base Maps - Property Map (large)	\$15.00	\$15.50	3.3%	\$8.00	price increase
Property Map (small)	\$5.00	\$5.10	2.0%	\$1.00	price increase
Topographic Maps	\$25.00	\$26.00	4.0%	\$2.00	price increase
Zoning By-law 1-88 - Part 1 - Text (\$20.00) & Key Maps (\$30.00 sold separately)	\$50.00	\$51.00	2.0%	\$38.00	price increase
Zoning By-law 1-88 - (Text only)	\$20.00	\$20.50	2.5%	\$48.00	price increase
By-Law 1-88 (Key Maps only)	\$30.00	\$31.00	3.3%	\$14.00	price increase
By-law 1-88 CD Version (includes Part 1 & 2)	\$100.00	\$102.00	2.0%	\$44.00	price increase
Individual Zoning Key Maps	\$10.00	\$10.10	1.0%	\$8.80	price increase
Official Plans/Land Use Maps - General Land Use Map	\$10.00	\$10.10	1.0%	\$0.20	price increase
Amendments to Vaughan Office Plan Map	\$15.00	\$15.10	0.7%	\$0.20	price increase
Block Maps	\$15.00	\$15.10	0.7%	\$5.80	price increase
All other Large-scale Maps	\$15.00	\$15.10	0.7%	\$0.20	price increase
Official Plan, Secondary & Community Plans - Kleinburg-Nashville (OPA 601)	\$25.00	\$25.50	2.0%	\$5.00	price increase
(OPA210)	\$25.00	\$25.50	2.0%	\$7.00	price increase
Woodbridge (OPA 240)	\$25.00	\$25.50	2.0%	\$3.00	price increase
Maple (OPA 350)	\$25.00	\$25.50	2.0%	\$4.00	price increase



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "G"- PLANNING DEPT to (By-law No.396-2002)**

INCREASE TO EXISTING USER FEES/SERVICE CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./decr</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Employment Area (OPA 450)	\$35.00	\$36.00	2.9%	\$16.00	price increase
Corporate Centre (OPA 500)	\$25.00	\$25.50	2.0%	\$3.00	price increase
City of Vaughan Official Plan (OPA 600)	\$55.00	\$56.00	1.8%	\$18.00	price increase
Address	\$100.00	\$102.00	2.0%	\$80.00	price increase
<b>Planning Applications under the Planning Act</b>	Refer to City's By-law governing Fees for the processing of Planning Applications - Change cost as per council direction				
<b>SCHEDULE SUBTOTAL</b>				<b>\$348</b>	



**SCHEDULE "I"- LEGAL to (By-law No.396-2002)**

INCREASE TO EXISTING FEE/CHARGE OR SERVICE CHARGES					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% Incr./decr)	2009 Budget Impact	DEPARTMENT COMMENTS
<b>Conveyancing</b> Preparation and steps involved in registration of:					
- Subdivision Agreement, Site Plan Agreement and other miscellaneous Agreements (includes Ministry fees)	\$300.00	\$310.00	3.3%	\$1,000.00	
- Road Dedication By-law (Includes Ministry fees)	\$250.00	\$250.00	0.0%	\$0.00	
- Part Lot Control By-law (Includes Ministry fees which depend on number of property identification numbers involved for registration)	\$200.00-300.00	\$200.00-300.00		\$0.00	
Villa Giardino Consents	\$50.00	\$50.00	0.0%	\$0.00	
Inhibiting Order (includes Ministry fees)	\$500.00	\$500.00	0.0%	\$0.00	
Deletion of Inhibiting Order (Includes Ministry fee)	\$250.00	\$250.00	0.0%	\$0.00	
Attendance upon execution of documents	\$300.00	\$300.00	0.0%	\$0.00	
Registration of other miscellaneous agreements not mentioned above (includes Ministry fees)	\$250.00	\$260.00	4.0%	\$1,100.00	
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			



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "I"- LEGAL to (By-law No.396-2002)**

INCREASE TO / EXISTING USER FEES / SERVICE CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
<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 Agr	\$1,000.00	\$1,000.00	0.0%	\$0.00	
<b>Real Estate -Application Fee for purchase of City Land</b>	\$500.00	\$500.00	0.0%	\$0.00	
<b>Real Estate -Application Fee for easements of City Land</b>	\$500.00	\$500.00	0.0%	\$0.00	
<b>General Inquiry Fee</b>	\$50.00	\$50.00	0.0%	\$0.00	
<b>Appraisal Fee (when performed by the Senior Manger of Real Estate)</b>	\$250.00-\$500.00	\$250.00-\$500.00		\$0.00	
<b>SCHEDULE SUBTOTAL</b>				<b>\$2,100</b>	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "I" - LEGAL (ENFORCEMENT) to (By-law No.396-2002)**

INCREASE TO EXISTING FEES & SERVICE CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Enforcement Services Sign Permit Inspection	\$101.75	\$101.75	0.0%	\$0.00	
Pool Fence Inspection (after the first Inspection)	\$101.75	\$200.00	96.6%	\$3,897.50	price & volume increase
Fence Height Exemption Inspection	\$101.75	\$200.00	96.6%	\$3,206.25	price & volume increase
Private property charge for service parking - PER HOUR	\$51.00	\$65.00	27.5%	\$0.00	
Private municipal law enforcement officer training - PER HOUR	\$51.00	\$75.00	47.1%	\$0.00	
Mobile Sign Retrieval Fee	\$300.00	\$300.00	0.0%	\$0.00	volume increase
Other Signs Retrieval Fee	up to \$100.00	up to \$100.00		\$0.00	volume increase
Parking Enforcement performed by private companies	\$1,016.00 per year and \$101.75 per member of the company / engaged in Parking Enforcement	\$1,200 per year and \$175 per member of the company / engaged in parking enforcement			
Parking Enforcement on private property - PER HOUR	\$51.00	\$65.00	27.5%	\$0.00	
Noise Exemption Application Fee	\$101.75	\$125.00	22.8%	\$2,092.50	price & volume increase
Noise Monitoring - PER HOUR	\$66.25	\$80.00	20.8%	\$1,488.75	price & volume increase
<b>SCHEDULE SUBTOTAL</b>				<b>\$10,485</b>	

**SCHEDULE "J" PARKS (CEMETERIES) to (By-law No.396-2002)**

DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./(decr)	2009 Budget Impact	DEPARTMENT COMMENTS
<b>Cemeteries - Purchase of Interment Rights</b>					
Single Lot	\$1,087.12	\$1,087.12	0%	\$0	Fees covered under legislation
Cremation Lot	\$543.58	\$543.58	0%	\$0	Fees covered under legislation
Corner Markers (set of 4)	\$195.68	\$195.68	0%	\$0	Fees covered under legislation
<b>Transfer of Interment Rights</b>					
Transfer Certificate	\$27.17	\$27.17	0%	\$0	Fees covered under legislation
<b>INTERMENTS</b>					
Adult Single Grave	\$625.09	\$625.09	0%	\$0	Fees covered under legislation
Child Single Grave	\$326.13	\$326.13	0%	\$0	Fees covered under legislation
Infant Single Grave	\$217.42	\$217.42	0%	\$0	Fees covered under legislation
Provincial Licensing Fee applies (applicable on burial only not cremations)	\$10.00	\$10.00	0%	\$0	Fees covered under legislation
Grass & lowering device for caskets	\$25.40	\$25.40	0%	\$0	Fees covered under legislation
Cremation	\$217.42	\$217.42	0%	\$0	Fees covered under legislation
Cremation & Grave Side Service	\$244.60	\$244.60	0%	\$0	Fees covered under legislation
Weekday Surcharge for funerals arriving after 2:30 - PER HOUR	\$96.52	\$96.52	0%	\$0	Fees covered under legislation
Weekend Surcharge - PER HOUR	\$96.52	\$96.52	0%	\$0	Fees covered under legislation
Pallbearer Fee	\$50.80	\$50.80	0%	\$0	Fees covered under legislation
<b>All Social Services burials shall be subject to the same charges as outlines above</b>					
<b>Markers / Monuments</b>					
Flat Marker Installation	\$50.00	\$50.00	0%	\$0	Fees covered under legislation

**SCHEDULE "J" PARKS (CEMETERIES) to (By-law No.396-2002)**

INCREASE/10% IN EXISTING RATES/FEE/SERVICE CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./decr</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Upright marker installation - FOR MARKERS UNDER 4 FEET	\$100.00	\$100.00	0%	\$0	Fees covered under legislation
Upright marker installation - FOR MARKERS OVER 4 FEET	\$200.00	\$200.00	0%	\$0	Fees covered under legislation
<b>SCHEDULE SUBTOTAL</b>				<b>\$0</b>	



**2008 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "J" - PARKS to (By-law No.398-2002)**

<b>INCREASE TO/EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Private Property Tree Protection Permit Application Fee	\$100.00	\$100.00	0%	\$0.00	
<b>SCHEDULE SUBTOTAL</b>				<b>\$0</b>	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "J" PARKS DEVELOPMENT to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
<b>PARKS MAPS - Parks, Open Spaces, Woodlots, Storm Ponds</b>					Note: Parks Development produces one map only titled: "City of Vaughan: Parks, Open Spaces, Woodlots, Stormponds, & Facilities Map". This map is for internal use only and is provided free of charge. (see note above)
Facilities Map	\$30.00	\$0.00	-100%	\$0	
Large Parks Map or other Maps	\$25.00	\$0.00	-100%	\$0	
<b>SCHEDULE SUBTOTAL</b>				<b>\$0</b>	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "K" ENGINEERING to (By-law No.396-2002)**

INCREASE/EXISTING/FEE/FREE/SERVICE CHARGES					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./(decr)	2009 Budget Impact	DEPARTMENT COMMENTS
Engineering /Servicing					
Traffic study	\$30.00	\$31.00	3.3%	\$5.00	collected by Transportation Engineering
Road Occupancy Permit (From Bell Annual agreement)	\$14,000.00	\$14,000.00	0.0%	\$0	a lump sum amount in agreement rather than by # of permits
Road Occupancy Permit (From Rogers Annual agreement)	\$42,500.00	\$42,500.00	0.0%	\$0	a lump sum amount in agreement rather than by # of permits
Road Occupancy Permit	\$100.00	\$102.00	2.0%	\$22.00	
Municipal Consent (From Bell)	\$4,500.00	\$4,590.00	2.0%	\$450.00	
Municipal Consent (From Rogers Cable)	\$12,500.00	\$12,750.00	2.0%	\$500.00	
Municipal Consent	\$405.00	\$413.00	2.0%	\$40.00	
<b>SCHEDULE SUBTOTAL</b>				<b>\$1,017</b>	





**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "K" DEVELOPMENT ENGINEERING to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./{(decr)}</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
<b>Develop. &amp; Transport. Engineering</b>					
Release from Subdivision or Development Agreement	\$112.50	\$115.00	2.2%	\$0.00	
Fees or charges under Subdivision, Development and/or Servicing Agreement	Refer to Individual Agreement	Refer to Individual Agreement			
Rainbow Creek Master Drainage	\$61.20	\$62.00	1.3%	\$0.00	
Engineering Site Plan Criteria Guide	\$30.60	\$31.00	1.3%	\$0.80	
Design Criteria & Standard Drawings	\$112.20	\$114.25	1.8%	\$94.30	
Infil Lot Grading Approval	\$86.70	\$200.00	130.7%	\$10,118	
Lot Grading new plans & subdivisios	\$50.00	\$51.00	2.0%	\$1,850.00	
Studies 5.00 to 30.00	\$5.00 - \$51.00	6.00 - 52.00		\$6.00	
Requests by developers to phase assumption of services other than as provided in original Subdivision or Servicing Agreement	\$2,550.00	\$2,601.00	2.0%	\$0.00	
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 & administrative fee	\$ at cost + engineering & administrative fee			
General Information Map	\$32.10	\$33.00	2.8%	\$1.80	
City Watermain Map	\$32.10	\$33.00	2.8%	\$0.00	
Benchmark Books	\$56.10	\$57.00	1.6%	\$0.00	
City Storm & Sanitary Trunk Sewer Map	\$32.10	\$33.00	2.8%	\$0.00	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "K" DEVELOPMENT ENGINEERING to (By-law No.396-2002)**

<b>INCREASE TO EXISTING USER FEES/SERVICE CHARGES</b>					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% Incr./decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Engineering Plan & Profile Prints	\$26.00	\$27.00	3.8%	\$260.00	
Photocopy of Municipal Service Connection	\$10.50	\$11.00	4.8%	\$2.50	
Horizontal Control Book	\$53.80	\$55.00	2.2%	\$0.00	
<b>Additional Services -</b> Services below subject to prior approval of Utility Coordinator complement position					
Preparation and completion of Road Occupancy Agreement, including execution	\$1,000.00	\$1,020.00	2.0%	\$0.00	
<b>SCHEDULE SUBTOTAL</b>				<b>\$12,333</b>	



2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY

**SCHEDULE "L" PUBLIC WORKS to (By-law No.396-2002)**

INCREASE TO EXISTING / NEW FEES / SERVICE CHARGES					
DOCUMENTS & INFORMATION	2008 FEE/CHARGE	2009 FEE/CHARGE	% incr./(decr)	2009 Budget Impact	DEPARTMENT COMMENTS
Water and Wastewater 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 & Wastewater Rate By-law	Refer to City's Water & Wastewater Rate By-law			
Water Meters (application for meters and temporary water fee)	\$ at cost (varies with number of meter to be installed, size of meters, administration costs and contract installation costs)	\$ at cost (varies with number of meter to be installed, size of meters, administration costs 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 administration costs, consumption, etc)	\$ at cost (varies with rental period, time administration costs, consumption, etc)			
Sewer Camera Service (Identify blockages in sanitary/storm lateral lines on private property)	\$76.20 per hour (minimum 3 hours)	\$78.00 per hour (minimum 3 hours)	2.4%		price increase
<b>Sewer Back-up Investigation Service for response to emergency request from private owner related to back-up) :</b>					
-if blockage on City property	\$ no charge	\$ no charge			
-if blockage on private property, flat rate fee per hour	\$76.20 per hour (minimum 3 hours)	\$78.00 per hour (minimum 3 hours)	2.4%	\$0.00	price Increase
<b>Waste</b>					
Blue Box (EACH)	\$6.00	\$6.00	0%	\$0.00	price increase
Green Bin (EACH)	\$20.00	\$20.00	0%	\$0.00	price & volume increase
In-House Organic Container (EACH)	\$6.00	\$6.00	0%	\$0.00	price increase + volume decrease

**SCHEDULE "L" PUBLIC WORKS to (By-law No.396-2002)**

<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% incr./(decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Garbage Tags (EACH SHEET OF 10 TAGES)	\$10.00	\$10.00	0%	\$0.00	price increase + volume decrease
Backyard Composters	cost minus \$10	cost minus \$10	0%	\$0.00	volume decrease
Appliance Collection (EACH APPLIANCE)	\$25.00	\$26.00	4.0%	\$1,600.00	price increase + volume decrease
Culverts					
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	\$125- \$200	\$128-\$208	2%	\$0.00	price increase
Service Connections	\$ at cost + 15%	\$ at cost + 15%	0%	\$0.00	
Rural Street Number Sign (cost =\$20.00 as at Dec 2002)	\$ at cost	\$ at cost	0%		
Signs on Public Property					
All signs on Public Property, except Religious, Charitable or Community Signs	\$50.00	\$51.00	2.0%	\$1.00	price increase; volume decrease
Religious, Charitable, or Community Signs	none	none			
Builders' Portable Signs - A-Fram (per sign for up to 6 months posting)	\$200.00	\$204.00	2.0%	\$0.00	price increase
Renewal of Permit	\$50.00	\$51.00	2.0%	\$0.00	price increase
Refunds - non-refundable permit fees, except where permit issued in error					
<b>SCHEDULE SUBTOTAL</b>				<b>\$1,601</b>	



**2009 DRAFT Operating Budget  
FEES & CHARGES SUMMARY**

**SCHEDULE "M" - ENCROACHMENTS to (By-law No.396-2002)**

INCREASE TO EXISTING FEES / SERVICES / CHARGES					
<b>DOCUMENTS &amp; INFORMATION</b>	<b>2008 FEE/CHARGE</b>	<b>2009 FEE/CHARGE</b>	<b>% (incr./decr)</b>	<b>2009 Budget Impact</b>	<b>DEPARTMENT COMMENTS</b>
Original Preliminary Inspection	No charge	\$0.00	0%	\$0	
Serving Non-Compliance Notice	No charge	\$0.00	0%	\$0	
Follow Up Completion Inspection	No charge	\$0.00	0%	\$0	
Encroachment Application Fee/Encroachment Permit - plus G.S.T. & other costs (survey, insurance, registration, etc)	\$100.00	\$200.00	100.0%	\$1,000.00	price increase
Encroachment Agreement	refer to Legal - Schedule J				
For Remedial rectification pertaining to the requirements of the Encroachment By-law, the following rate(s) shall apply:					
* Where City forces are used	at cost + 15% administration fee	\$0.00	0%	\$0	
* Where the City retains independent contractors	at cost + 15% administration fee	\$0.00	0%	\$0	
* Departmental Inspection Fee - per visit per Department	\$200.00	\$250.00	25.0%	\$250.00	price increase
<b>SCHEDULE SUBTOTAL</b>				<b>\$1,250</b>	