

THE REGIONAL MUNICIPALITY OF YORK

BILL NO. 16

BY-LAW NO. 2010-15

A by-law to impose fees and charges
for services and activities
provided by The Regional Municipality of York

WHEREAS section 391 of the *Municipal Act, 2001* (the “Act”), provides that a municipality may pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by it and for the use of its property;

AND WHEREAS Regional Council has from time to time enacted by-laws to impose fees and charges as provided under the Act;

AND WHEREAS it is recommended that a by-law be enacted to consolidate the fees and charges currently in force;

NOW THEREFORE, the Council of The Regional Municipality of York hereby enacts as follows:

1. Every person making a request for a service or an activity described in Column A of Schedule “A” attached shall pay to the Regional Corporation the fee set out in Column 3 of Schedule “A” opposite such service or activity.
2. The fees and charges set out in Schedule “A” shall be adjusted on January 1 of each year in accordance with the annual Consumer Price Index and the fees and charges so adjusted shall be rounded up to:
 - (a) the nearest dollar where the fee is less than \$100;
 - (b) the nearest \$10 where the fee is \$100 or more but less than \$1,000; and
 - (c) the nearest \$100 where the fee is \$1,000 or more.

3. The Commissioner of Finance or designate is hereby authorized to amend the attached Schedule "A" from time to time as new fees and charges are approved by Regional Council and as adjustments are made under section 2 of this by-law.
4. Schedule "A" attached shall form part of this by-law.
5. The following by-laws are hereby repealed:
 - (a) By-law No. A-226-97-88;
 - (b) By-law No. A-0297-2001-095;
 - (c) By-law No. A-0373-2005-108;
 - (d) By-law No. A-0376-2006-013;
 - (e) By-law No. A-0380-2006-049;
 - (f) By-law No. A-0373(a)-2007-073;
 - (g) By-law No. A-0393-2007-091;
 - (h) By-law No. 2008-58;
 - (i) By-law No. 2008-67; and
 - (j) By-law No. 2010-1.

ENACTED AND PASSED this 18th day of February, 2010.

Denis Kelly
Regional Clerk

Bill Fisch
Regional Chair

THE REGIONAL MUNICIPALITY OF YORK

SCHEDULE OF FEES AND CHARGES

Schedule "A" to By-law No. 2010-15

EFFECTIVE: February 18, 2010

DEPARTMENT: Corporate Services

BRANCH: Clerk's

**Column A
Service**

**Column B
Authorization**

**Column C
Fee
(plus applicable taxes)**

Subscription Rates:

Council

(includes Notice of Meeting, Agenda Listings, Minutes of Previous Meeting, Communications, Reports and By-laws)

Agenda Listing only

\$410.00 / year

\$160.00 / year

Committees

Transportation Services, Environmental Services, Planning and Economic Development, Finance & Administration

Agenda Listing only

\$360.00 / year

\$103.00 / year

Community and Health Services, Housing York Inc. Board

Agenda Listing only

\$310.00 / year

\$103.00 / year

York Region Rapid Transit Corporation Board

Agenda Listing only

\$260.00 / year

\$78.00 / year

Audit Committee

Agenda Listing only

\$210.00 / year

\$52.00 / year

Ad Hoc Committees

Accessibility Advisory Committee

Agenda Listing only

\$360.00 / year

\$103.00 / year

DEPARTMENT: Corporate Services		BRANCH: Clerk's
Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<p><u>Other Services</u></p> <ol style="list-style-type: none"> 1. Photocopies 2. Disk (information on disk) 3. Certification of Minutes or Reports 4. Commissioning of Documents 5. Consultants' Reports/Presentation Materials 6. Research and Retrieval 7. Meeting Rooms (per use/day) <ul style="list-style-type: none"> ▪ Seminar Room ▪ Committee Room "A" ▪ Committee Room "B" ▪ Lobby (Great Hall) ▪ Chambers 		<p>\$0.50 / page</p> <p>\$10.00 / disk</p> <p>\$15.00 plus 0.50 / page</p> <p>\$26.00</p> <p>Cost of reproduction plus 15%</p> <p>\$41.00/hour plus cost of off-site retrieval</p> <p>\$53.00</p> <p>\$41.00</p> <p>\$31.00</p> <p>\$68.00</p> <p>Rates available on request Charges for non-profit entities may may be waived at the request of a member of Regional Council or a member of the council of an area municipality</p>

DEPARTMENT: Corporate Services

BRANCH: Legal Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. Compliance Letter		\$100.00
2. Development Charge Agreement *		\$1,200.00
3. Site Plan Agreement *		\$700.00
4. Amendment to Site Plan Agreement *		\$700.00
5. Release of No-Pre-Sale Agreement *		\$100.00
6. Encroachment Agreement *		\$520.00
* (plus \$70.50 Registry Office registration fee, if required)		

DEPARTMENT: Finance

BRANCH: Development Financing

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. Development Charge Background Study		\$25.00
2. Compliance Letter for Development Charge By-law		\$25.00
3. Prepaid Development Charge Credit Agreement		0.5% of the estimated Total Project Cost/Value
4. Development Charge Credit Application (for all capital works)		1.0% of the value of the Capital Works(minimum fee \$1,000/ maximum fee \$410,000)

DEPARTMENT: Finance

BRANCH: Supplies and Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<u>CONTRACT DOCUMENTS</u>		
1. Contract Value - \$50,000 to \$100,000 (RFP & RFQ)		\$30.00
2. Contract Value - \$100,000 and over (RFP & RFT)		\$61.00 (No Drawings/Plans)
3. Contract Value - \$100,000 and over (RFP & RFT)		\$110.00 (With Drawings/Plans)
4. Major Construction (Buildings/Structural)		\$160.00

DEPARTMENT: Planning and Development Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<u>PUBLICATIONS:</u>		
1. Official Plan-Office Consolidation		\$56.00
2. York Region Business Directory		
▪ Electronic Copy		\$180.00
▪ Printed Copy		\$56.00
<u>GEOMATICS SERVICES:</u>		
1. York Region Street Atlas (Black & White)		\$30.00
York Region Street Atlas (Colour)		\$81.00
2. Region and Area Municipality Base Map		\$25.00
3. Information Gateway Licence to use Vector Data CD		\$342.00
4. Information Gateway Licence to use Orthophoto Raster Data CD		\$342.00
5. Information Gateway Licence to use Vector Data and Orthophoto Raster Data CDs		\$580.00
6. Information Gateway Licence to use Vector Data CD with 3 quarterly updates		\$1,200.00
7. Information Gateway Licence to use Vector Data CD with 3 quarterly updates and Orthophoto Raster Data CD		\$1,400.00
8. Information Gateway Licence to use Vector Data CD Commercial Reseller agreement subject to approval based on use of data		\$6,100.00
9. Specialty Maps		\$110.00

DEPARTMENT: Planning and Development Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<u>APPLICATION PROCESSING FEES:</u>		
1. Regional Official Plan Amendment.		\$13,285.00
2. Notice and Public Meeting of a Regional Official Plan Amendment.		\$8,000.00 or actual cost
3. Notice of Receipt of Application to Amend Regional Official Plan.		\$8,000.00 or actual cost
4. Regional approval of a major area municipal official plan amendment, excluding amendments initiated by the area municipality for policy changes or clarifications to OP.		\$8,000.00
5. Regional approval of an area municipal official plan amendment, excluding official plan amendments initiated by the area municipality for policy changes or clarifications to OP, that does not require circulation to external agencies or a report to Regional Council.		\$2,200.00
6. Comment to the area municipality on a request for exemption from Regional approval of a locally significant official plan amendment.		\$2,200.00
7. Regional approval of a second and subsequent phase of a subdivision where approval of a final plan is phased.		\$1,035.00
8. To review an application to an area municipality for approval of a draft plan of subdivision.		\$2,500.00

DEPARTMENT: Planning and Development Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
9. To review a revised application to an area municipality for draft plan approval.		\$1,400.00
10. To review an application to an area municipality to change the conditions of approval of a draft plan of subdivision.		\$1,120.00
11. Clearing Regional conditions for second and subsequent phases of a plan of subdivision.		\$970.00
12. To revise an application to an area municipality for approval of a draft plan of condominium.		\$1,500.00
13. To review a revised application to an area municipality for approval of a draft plan of condominium.		\$1,200.00
14. To prepare a record in the event of a referral or appeal of an application to the Ontario Municipal Board.		\$440.00

DEPARTMENT: Community and Health Services

BRANCH: Emergency Medical Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. Standby charges for special events <ul style="list-style-type: none">▪ per hour, for a minimum of 4 hours▪ per hour, 12 hours or more 2. Release of Documents <ul style="list-style-type: none">▪ ambulance call reports▪ incident report statements		\$140.00 / hour \$210.00 / hour \$78.00 \$31.00

DEPARTMENT: Community and Health Services		BRANCH: Long Term Care
Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. Office Rental: (for non-profit agencies) *		\$16.00 / sq.ft.

Note:

*Costs are based on cost recovery for administration, switchboard, reception, common areas, housekeeping, maintenance, grounds and utilities and, where applicable, costs associated with renovations / upgrading of office / program space

DEPARTMENT: Community and Health Services

BRANCH: Public Health
Health Protection Division

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. <u>Clearance/Lawyer's letters:</u> <ul style="list-style-type: none">▪ Plumbing▪ Sewage Disposal▪ Health		\$78.00
2. Funeral Home Inspections		\$210.00
3. Food Safety Certification Course - Proton (per person taxes included) <ul style="list-style-type: none">▪ Workshop (dial thermometer included)▪ Homestudy▪ Homestudy for Students▪ Manual for other Health Departments▪ Rewrite/Challenge Exam Only▪ YR Food for Learning Workshop (dial thermometer included)		\$78.00
4. Food Safety equipment (prices include tax): <ul style="list-style-type: none">▪ Chlorine Test Papers▪ Quaternary Ammonium Test Papers▪ Iodine Test Papers		\$130.00
5. Master Plumber's Licence		\$45.00
6. Master Drain Licence		\$21.00
7. Contractor's Licence		\$10.25
		\$8.00
		\$5.25
		\$31.00
		\$15.50
		\$15.50
		\$25.75
		\$103.00
		\$103.00
		\$103.00

DEPARTMENT: Community and Health Services

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
1. State of the Environment Technical Report		\$25.00 (limited quantities are available)

DEPARTMENT: Transportation Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<p>1. Engineering/Overhead fees</p> <ul style="list-style-type: none">▪ Construction - Design▪ Construction - Supervision▪ Construction - Administration <p>2. Review/comment on engineering drawing submissions for works on Regional roads, for draft approved plans of subdivision, including:</p> <ul style="list-style-type: none">a) issuance of construction access permit and inspection of siteb) review of Traffic Impact Study, where required; andc) issuance of entrance permit and inspection of site <p>3. Review/comment on site plan application, including:</p> <ul style="list-style-type: none">a) issuance of construction access permit and inspection of siteb) issuance of entrance permit and inspection of sitec) review of Traffic Impact Study, where required; andd) review of and comment on site plan agreement <p>4. Review/comment on application for development on severed lots, including:</p> <ul style="list-style-type: none">a) issuance of construction access permit and inspection of siteb) issuance of entrance permit and inspection of site <p>5. Application for use of Regional roads</p> <ul style="list-style-type: none">▪ Entrance permit - issuance of permit for access from a Regional road to an abutting property, including review of plans and inspection of works, (other than engineering drawing review and inspection, site plan review or severed lot review):<ul style="list-style-type: none">– Residential/agricultural– Industrial/commercial		<p>6% of total cost of works to a maximum of 18%</p> <p>\$2,000 or 7% of estimated cost of work, whichever is greater</p> <p>\$1,200 or 7% of estimated cost of work, whichever is greater</p> <p>\$750 for first lot \$150 for each additional lot</p> <p>\$100.00</p> <p>\$250.00</p>

DEPARTMENT: Transportation Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<p>6. Application for use of Regional roads</p> <ul style="list-style-type: none">▪ Moving of Excess Loads Permit - issuance of permit for vehicles exceeding certain loads to travel on Regional roads:<ul style="list-style-type: none">– Single Trip Permit– Annual Permit– Project Permit (project)– Project Permit (per load)– Modular Permit (annual)– Modular Permit (per load)▪ Occupancy Permit<ul style="list-style-type: none">– Minor occupancy– Major occupancy▪ Encroachment Permit▪ Utility Application<ul style="list-style-type: none">a) Review of application plans<ul style="list-style-type: none">– Minor– Majorb) Occupancy permit		<p>\$250.00</p> <p>\$150.00</p> <p>\$1,000.00</p> <p>\$25.00</p> <p>\$1,000.00</p> <p>\$25.00</p> <p>\$100.00</p> <p>\$1,000.00</p> <p>\$1,000.00</p> <p>\$75.00</p> <p>\$250.00</p> <p>\$1,000.00</p>

DEPARTMENT: Transportation Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
7. Maps, Reports and Letters <ul style="list-style-type: none">▪ Standard map▪ Colour, plotted map▪ Engineering plans▪ Digital engineering drawing<ul style="list-style-type: none">– minor design detail– major design detail▪ Copies of Special Reports/Studies<ul style="list-style-type: none">– staff reports– consultant's reports▪ Prepare letter/data search for traffic signal information request▪ Prepare letter/data search for traffic data request (per location):<ul style="list-style-type: none">– turning lane counts– accident reports– automated counts– signal timing– synchro information– noise studies dataset– Regional Road AADT listings▪ Prepare report on dispatch activities▪ Photocopies (per page)		\$6.00 \$25.00 \$6.00 \$100.00 \$510.00 \$0.20 / page + 15% overhead actual cost + 15% overhead \$75.00 \$75.00 \$75.00 \$100.00 \$250.00 \$75.00 \$50.00 \$100.00 \$75.00 \$0.20
8. Zone marking (per litre applied)		\$0.154 / litre

DEPARTMENT: Transportation Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
9. Other Fees: <ul style="list-style-type: none">▪ Inspection and administration fee for damage caused to Regional property		Costs + \$175.00
10. Construction Safety Inspection		\$1,000.00

DEPARTMENT: Environmental Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<p>1. Public Drop off (Residents) - Georgina Transfer Station</p> <ul style="list-style-type: none">▪ Residual Waste▪ Compostable Leaf and Yard Waste▪ Tires - Car or Light Truck (off rim)▪ Tires - Heavy Truck (off rim)▪ Tires - Heavy Truck (on rim)▪ Tires - Tractor (off rim)▪ Tires - Tractor (on rim)▪ Recyclable "Blue Box" Materials▪ Scrap Metal▪ Large Metal Appliances w/out CFC sticker▪ Large Metal Appliances with CFC sticker▪ Household Hazardous Waste and Electronic Waste▪ Minimum Charge for Residual Waste		<p>\$95.00 / tonne no charge \$4.00 each \$25.00 each \$30.00 each \$350.00 / tonne \$400.00 / tonne no charge no charge \$20.00 each no charge no charge \$7.00 / load</p>
<p>2. Industrial, Commercial & Institutional - Georgina Transfer Station</p> <ul style="list-style-type: none">▪ Residual Waste▪ Compostable Yard Waste▪ Tires - Car or Light Truck (off rim)▪ Tires - Heavy Truck (off rim)▪ Tires - Heavy Truck (on rim)▪ Tires - Tractor (off rim)▪ Tires - Tractor (on rim)		<p>\$100.00 / tonne \$90.00 / tonne \$4.00 each \$25.00 each \$30.00 each \$350.00 / tonne \$400.00 / tonne</p>

DEPARTMENT: Environmental Services Department

<p align="center">Column A Service</p>	<p align="center">Column B Authorization</p>	<p align="center">Column C Fee (plus applicable taxes)</p>
<ul style="list-style-type: none"> ▪ Recyclable "Blue Box" Materials ▪ Scrap Metal ▪ Large Metal Appliances without CFC sticker ▪ Large Metal Appliances with CFC sticker ▪ Minimum Charge for residual Waste and Yard Waste <p>3. Public Drop off (Residents) -Vaughan Community Environmental Centre</p> <ul style="list-style-type: none"> ▪ Residual Waste - car or mini van ▪ Residual Waste - car or mini van + small utility trailer ▪ Residual Waste - car or mini van + large utility trailer ▪ Residual Waste - pick up truck ▪ Residual Waste - 12 ft or 14 ft cube van ▪ Tires - car and light truck (off rim) ▪ Tires - heavy truck (off rim) ▪ Recyclable "Blue Box" Materials ▪ Scrap Metal ▪ Large Metal Appliances - without CFC sticker ▪ Large Metal Appliances - with CFC sticker ▪ Household Hazardous Waste and Electronic Waste 		<p align="center">no charge</p> <p align="center">no charge</p> <p align="center">\$20.00 each</p> <p align="center">\$10.00 each</p> <p align="center">\$25.00 / load</p> <p align="center">Minimum charge \$7.00</p> <p align="center">\$10.00 / load</p> <p align="center">\$20.00 / load</p> <p align="center">\$30.00 / load</p> <p align="center">\$90.00 / load</p> <p align="center">\$4.00 each</p> <p align="center">\$25.00 each</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">\$20.00</p> <p align="center">no charge</p> <p align="center">no charge</p>

DEPARTMENT: Environmental Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
4. Industrial, Commercial & Institutional - Vaughan Community Environmental Centre <ul style="list-style-type: none">▪ Residual Waste - car or mini van▪ Residual Waste - car or mini van + small utility trailer▪ Residual Waste - car or mini van + large utility trailer▪ Residual Waste - pick up truck▪ Residual Waste - 12 ft or 14 ft cube van▪ Tires - car and light truck (off rim)▪ Tires - heavy truck (off rim)▪ Recyclable "Blue Box" Materials▪ Scrap Metal▪ Large Metal Appliances - without CFC sticker▪ Large Metal Appliances - with CFC sticker		\$25.00 / load \$25.00 / load \$25.00 / load \$35.00 / load \$90.00 / load \$4.00 each \$25.00 each no charge no charge \$20.00 \$10.00

DEPARTMENT: Environmental Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
<p>5. Disposal of Material at Asian Long-Horned Beetle Yard Waste Processing Facility</p> <ul style="list-style-type: none">▪ Pick up Truck▪ 1 Tonne Truck▪ 1 Tonne Van▪ Single Axle with Box▪ Cube Van▪ Landscape Trailers▪ Single Axle Dump Truck▪ Double Axle Dump Truck▪ Tri-Axle or 40 Cubic Yard Bin▪ 50 Cubic Yard Bin <p>6. Disposal of Material at Household Hazardous Waste & Recycling Depot - East Gwillimbury</p> <p>Public Drop-off and Industrial Commercial & Institutional</p> <ul style="list-style-type: none">▪ Large Metal Appliances - without CFC sticker▪ Large Metal Appliances - with CFC sticker▪ Cardboard <p>7. Brownfield Site Remediation - Request to use Non-Potable Site Condition Standards (Ontario Regulation 153/04)</p>		<p>\$25.00 / load</p> <p>\$73.00 / load</p> <p>\$73.00 / load</p> <p>\$91.00 / load</p> <p>\$110.00 / load</p> <p>\$110.00 / load</p> <p>\$160.00 / load</p> <p>\$220.00 / load</p> <p>\$450.00 / load</p> <p>\$510.00 / load</p> <p>\$20.00</p> <p>\$10.00</p> <p>no charge</p> <p>\$510.00</p>

DEPARTMENT: Environmental Services Department

Column A Service	Column B Authorization	Column C Fee (plus applicable taxes)
8. Liquid Waste Disposal <ul style="list-style-type: none">▪ York-Durham system (per 1,000 gallons)▪ Town of Georgina (per 1,000 gallons)		\$52.97 \$36.62
9. Telecommunication Structure Licence		
Application fee		\$2,000.00
Licence fee per site		\$10,500.00
Annual fee per antenna		\$672.00