



# Town of Newmarket

## Agenda

### Committee of the Whole

Date: Monday, November 11, 2024  
Time: 1:00 PM  
Location: Streamed live from the Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

#### 1. Notice

This meeting will be streamed live at [newmarket.ca/meetings](https://newmarket.ca/meetings).

#### Public Input

Individuals who wish to submit input to Council in relation to an item on this agenda have the following options available.

1. Email your correspondence to [clerks@newmarket.ca](mailto:clerks@newmarket.ca) by end of day on November 6, 2024. Written correspondence received by this date will form part of the public record; or,
2. You are strongly encouraged to pre-register if you would like to make a deputation at the meeting. For more information regarding the options available, email your request and contact information to [clerks@newmarket.ca](mailto:clerks@newmarket.ca).

#### 2. Additions & Corrections to the Agenda

**Note:** Additional items are marked by an asterisk\*.

#### 3. Conflict of Interest Declarations

#### 4. Public Hearing Matter(s)

There are no public hearing matters.

#### 5. Presentations & Recognitions

- 5.1 2025 Preliminary Draft Tax-Supported Operating Budget

**Note:** Andrea Tang, Director of Financial Services/Treasurer will provide a presentation on this matter.

1. That the presentation provided by Andrea Tang, Director of Financial Services/Treasurer regarding 2025 Preliminary Draft Tax-Supported Operating Budget be received.

## 6. Deputations

## 7. Consent Items

### 7.1 2025 Preliminary Draft Tax-Supported Operating Budget

1. That the report entitled 2025 Preliminary Draft Tax-Supported Operating Budget dated November 11, 2024 be received; and,
2. That subject to any additional direction from Committee, that the proposed budgets be incorporated into the Draft Budgets to be presented to Committee of the Whole on December 2<sup>nd</sup>, 2024, and,
3. That the Treasurer be authorized and directed to do all things necessary to give effect to these recommendations.

### 7.2 2025 Fees and Charges

1. That the report entitled 2025 Fees and Charges dated November 11, 2024, be received; and,
2. That the attached Fees and Charges Schedules "A", "B", "C", "D", "E", "F", "G", "H", "I", "J", "K", "M" marked as Recreation Culture Services, Corporate Services, Public Works and Parks, Engineering Services, Legislative Services – General Fees and Licensing, Fire Services, Planning Services, Other General, Building Permit, Planning Act Processing Fees, and Stormwater Rates be approved and adopted by by-law; and,
3. That the attached fees and charges are increasing within the delegated authority and therefore Schedules "L" marked as Water and Wastewater Rates and be received for information purposes; and,
4. That the fee adjustments come into full force and effect as of January 1, 2025; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### 7.3 Official Plan Amendment and Rezoning - 1041 and 1051 Davis Drive and 15 and 23 Hamilton Drive - Fifth Avenue Homes (Newmarket) Inc.

1. That the report entitled Official Plan Amendment and Rezoning – 1041 Davis

Drive, Fifth Avenue Homes (Newmarket) Inc. dated November 11, 2024 be received; and,

2. That the applications for Official Plan and Zoning By-law Amendments, be approved; and,
3. That staff be directed to bring forward the By-laws, including the necessary Holding provisions, to Council for approval; and,
4. That Rob Lavecchia of KLM Planning, be notified of this action; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

#### 7.4 Requests for Fee Deferrals from Not-for-Profit Organizations

**Note: Materials will be distributed once available.**

#### 7.5 Ontario Ministry of the Environment, Conservation and Parks NPC-300 Guideline – 17175 Yonge Street

1. That the report entitled Ontario Ministry of the Environment, Conservation and Parks NPC-300 Guideline – 17175 Yonge Street dated November 11, 2024 be received; and,
2. That the designation of 17175 Yonge Street to a Class 4 Noise Area be approved; and,
3. That Council approve the By-law, substantially in accordance with Attachment 1, authorizing the designation; and,
4. That Trinity Coptic Foundation and Malone Given Parsons be notified of this action; and,
5. That the owners of 17155 Yonge Street and their tenant be notified of this action; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

#### 7.6 Bolton Avenue (South) Parking Review

1. That the report entitled Bolton Avenue (south of Watson Avenue) Parking Review dated November 11, 2024, be received; and,
2. That no changes to the parking restrictions on Bolton Avenue (south of Watson Avenue) be implemented at this time; and,
3. That the parking restrictions on Bolton Avenue (south of Watson Avenue) be reviewed again once the three developments in the area are completed; and,

4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.7 Heritage Newmarket Advisory Committee meeting minutes of August 20, 2024

1. That the Heritage Newmarket Advisory Committee meeting minutes of August 20, 2024 be received.

7.8 Newmarket Public Library meeting minutes of September 18, 2024

1. That the Newmarket Public Library Board meeting minutes of September 18, 2024 be received.

7.9 Elman W. Campbell Museum Board of Management meeting minutes of September 25, 2024

1. That the Elman W. Campbell Museum Board of Management meeting minutes of September 25, 2024 be received.

**8. Action Items**

**9. Notices of Motion**

**10. Motions Where Notice has Already been Provided**

**11. New Business**

**12. Closed Session**

12.1 Labour Negotiations

Labour relations or employee negotiations as per Section 239 (2) (d) of the Municipal Act, 2001.

12.2 NT Power

Information (e.g., a trade secret or scientific, technical, commercial, or financial information) that belongs to the municipality and has monetary value as per section 239(2)(j) of the Municipal Act, 2001.

**13. Adjournment**



# 2025 Preliminary Draft Tax-Supported Operating Budgets



# Agenda

1. Tax-Supported Operating Budget
  - Base
  - Contribution to Asset Management Fund (formerly named as the Asset Replacement Fund)
  - Growth
2. Impact to an average residential home
3. Summary
4. Next Steps



# 1. Tax-Supported Operating Budget

- Every year, the Town undertakes a detailed budget process to ensure we are meeting the needs of our community now and into the future

## The Goal:

- To find the balance between keeping municipal taxes low while investing in Town's infrastructure, preparing for the future and maintaining the high level of services that make Newmarket a top place to live in Canada





# 1. Tax-Supported Operating Budget

- Supports the day-to-day operations



# 1. Tax-Supported Operating Budget

## Proposed Tax Levy

Component	Tax Levy
Base	1.49%
Contribution to Asset Management Fund (AMF)	1.50%
<b>Proposed 2025 Tax Levy</b>	<b>2.99%</b>

### Assumptions

- 1% tax levy increase - \$767,000 additional property taxes
- Assessment growth – 0.65%
- 2025 CPI forecast – 2.1%



# 1. Tax-Supported Operating Budget Net Incremental Changes

Components \$ in millions	Base	Growth	AMF	Total
Town	\$0.60	\$0.48	\$1.13	\$2.21
CYFS*	\$0.43**	\$0.00	\$0.02	\$0.45
Library	\$0.11	\$0.02	\$0.00	\$0.13
Mulock Park	\$0.00	\$0.25	\$0.00	\$0.25
<b>Total</b>	<b>\$1.14</b>	<b>\$0.75</b>	<b>\$1.15</b>	<b>\$3.04</b>

- Base + AMF = \$2.29 million, equivalent to a 2.99% tax levy
- Growth has no impact to the tax levy (net against growth revenues)



# 1. Tax-Supported Operating Budget Base

- Base Budget – net costs to maintain the Town’s service levels
- Incremental changes account for:
  - Inflation (current forecast for 2025 at 2.1%)
  - Higher costs of goods and services
- Proposed 2025 user fee and charges increase on average by 3.1%
  - Catch up with inflation (increases were waived in 2020 and 2021)



# 1. Tax-Supported Operating Budget Contribution to AMF

- Contribution to Asset Management Fund (AMF) - to build the reserve to more appropriate level in order to fund current and future asset replacements
- The proposed 1.5% tax levy aligns with the Fiscal Strategy, Asset Management Plans and the Reserve and Reserve Fund Review





# 1. Tax-Supported Operating Budget Growth

- Growth revenues – additional property tax revenues from new properties being added to the assessment roll
- Growth expenses - incremental expenses necessary to maintain service levels for a growing population
- Continues to use the sustainable practice of applying assessment growth revenues to support growth expenditures only



# 1. Tax-Supported Operating Budget Growth

\$ in millions	Assessment Growth Revenues
2025 growth (0.65%)	\$0.50
Additional growth from 2024	\$0.25
<b>Total 2025 available growth allocation</b>	<b>\$0.75</b>

- Funds growth expenses for the Mulock Park, new parkettes, sports pad and additional waste collection.



## 2. Impact to an average residential home

Proposed 2025 tax levy	2.99%
Impact to an average residential home – Town's portion only (assessment value at \$711,000 by MPAC*)	\$75

- Municipal Property Assessment Corporation
- Assessment values are based on 2016 market values conducted by MPAC



# 3. Summary

- Achieved the tax levy target of 2.99% while
  - maintaining service levels
  - delivering Well beyond the ordinary programs and services
  - funding growth expenditures with assessment growth revenues
  - building budget on the foundation of the Fiscal Strategy
  - building an even better and brighter future



# 4. Next Steps

Date	Meeting	Item
December 2	CoW*	Presentation of the draft budgets
December 9	Council	Council approval

\* Committee of the Whole







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## **2025 Preliminary Draft Tax-Supported Operating Budget Staff Report to Council**

Report Number: 2024-64

Department(s): Financial Services

Author(s): Andrea Tang, Director of Financial Services / Treasurer

Meeting Date: November 11, 2024

### **Recommendations**

1. That the report entitled 2025 Preliminary Draft Tax-Supported Operating Budget dated November 11, 2024 be received; and,
2. That subject to any additional direction from Committee, that the proposed budgets be incorporated into the Draft Budgets to be presented to Committee of the Whole on December 2<sup>nd</sup>, 2024, and,
3. That the Treasurer be authorized and directed to do all things necessary to give effect to these recommendations.

### **Executive Summary**

Council confirmed the 2025 target tax levy to be below 3.0% for the tax-supported operating budget when the report [2025 Budget Process and Target](#) was tabled at the April 29<sup>th</sup>, 2024 Committee of the Whole (CoW) meeting.

This report outlines a balanced 2025 tax-supported operating budget with a proposed tax levy increase of 2.99%. Based on an average residential home assessed by the Municipal Property Assessment Corporation (“MPAC”) at \$711,000, the annual increase for the Town’s portion is \$75.

### **Purpose**

The purpose of the report is to obtain Council’s endorsement on the Tax-Supported Operating Budget. The report also outlines details of the budget.

## Background

Each year, the Town of Newmarket undertakes a detailed budget planning process to ensure the Town is meeting the needs of our community now and in the future. While planning for the 2025 Budget, the Town continues to face budget pressures including increased costs of goods and services, and continued increase in the contribution to the Asset Management Fund (AMF). The goal is to continue to find the balance between keeping municipal taxes low, while maintaining the high level of services that make Newmarket a top place to live in Canada.

## Discussion

The 2025 tax-supported operating budget supports the day-to-day operations. For the 2025 tax-supported operating budget, every 1% tax rate increase will generate an additional \$767,000 in property tax revenues. 2025 assessment growth is assumed to be 0.65%. The target tax levy of 2.99% is comprised of:

Component	Tax Levy Increase %
Base (day-to-day operations)	1.49%
Contribution to Asset Management Fund (AMF)	1.50%
<b>Total Tax Levy Increase</b>	<b>2.99%</b>

Incremental changes to the tax-supported operating budget are outlined below which corresponds to the target of a 2.99% tax levy increase (excluding growth – growth has no impact on the tax levy):

Components	Base \$ in millions	Growth \$ in millions	AMF \$ in millions	Total \$ in millions
Town	\$0.60	\$0.48	\$1.13	\$2.21
CYFS*	\$0.43**	\$0.00	\$0.02	\$0.45
Library	\$0.11	\$0.02	\$0.00	\$0.13
Mulock Park	\$0.00	\$0.25	\$0.00	\$0.25
<b>Total</b>	<b>\$1.14</b>	<b>\$0.75</b>	<b>\$1.15</b>	<b>\$3.04</b>

\*Newmarket portion only

\*\*does not include pending renewal of collective agreement

Incremental changes account for growth expenditures, inflationary increases, higher costs of goods and services, and increased contribution to AMF.



### **A. Base**

The Base Budget is defined to be the net cost to maintain the Town's service levels. Increases in the base budget include consideration for annual inflation. Based on the September Consumer Price Index (Toronto), inflation year-over-year increase is 2.42%. The current forecast for 2025 CPI is 2.1%.

Council has previously provided delegated authority to Staff to increase annual user fees and charges by the Consumer Price Index ("CPI") up to a maximum of 2.5% in order to keep up with inflation.

To achieve the target tax levy of 2.99%, Staff proposes the 2025 user fees and charges be increased on average by 3.1% which is 1.0% higher than the current forecast of 2025 CPI increase at 2.1%. The proposed increase is based on the fact that user fees and charges were waived by Council in 2020 and 2021 during the pandemic years. This has resulted in a greater portion of the full cost of a service being put on the tax base. The proposed higher than CPI increase in 2025 is a way to catch up with recent years' inflationary increases and move towards bringing the full cost of a service in a better balance between the tax base and the service users. Details on the proposed 2025 User Fee and Charges are outlined in the report "2025 Fees and Charges" being tabled at the November 11<sup>th</sup>, 2024 CoW meeting.

### **B. Asset Management Fund (AMF) – formerly named as the Asset Replacement Fund**

The 1.5% tax levy increase aligns with the recommendation from the Fiscal Strategy to increase contributions to AMF in order to build the reserve to a more appropriate level for current and future asset replacements. This is further confirmed by the Asset Management Plans and the Reserve and Reserve Fund Review.

### **C. Growth**

The tax-supported operating budget also considers the financial impact of a growing population. Growth results in additional property tax revenues from new properties being added to the assessment roll. Assessment growth of 0.65% in 2025 appears to be reasonable, generating additional property tax revenues of \$0.5 million. In addition, the 2024 assessment growth came in higher than the budget assumption by \$0.25 million that brings the 2025 total available growth dollars to \$0.75 million.

Growth expenses are the incremental expenses necessary to maintain service levels for a growing population such as Mulock Park, new parkettes, sports pad and additional waste collection. The Town continues to use the sustainable practice of applying growth revenues to support growth expenditures only. There is no requirement for a tax levy on growth.

An update to the Fire Strategic Plan is underway. As such, the 2025 CYFS growth components will be deferred until it is fully costed and analyzed by the two Treasurers, further reviewed by the two CAOs, and then reviewed by the two Mayors. Following that,

the Fire Strategic Plan Update is to be reviewed and endorsed by JCC and both Councils (Newmarket and Aurora). This approach is consistent with past budgets.

## **Conclusion**

The target tax levy of 2.99% has been achieved. The process in getting to the target has been challenging. Staff explored alternate ways to maximize budgeted resources to deliver the day-to-day operations and the proposed 2025 capital program.

## **Business Plan and Strategic Plan Linkages**

The 2025 tax-supported operating budget has been developed based upon Council's core values on service excellence, affordability and financial sustainability. Staff aligned the preliminary draft budget with the following goals:

- maintaining service levels;
- achieving a balanced intergenerational equity;
- ensuring Newmarket is one of Canada's best places to live, work and thrive;
- funding growth expenditures with assessment growth revenues; and
- building budget on the foundation of the Fiscal Strategy.

## **Consultation**

All members of the Strategic Leadership Team ("SLT") and Operational Leadership Team ("OLT") and their staff participated in the preparation of the preliminary draft tax-supported operating budget.

The Corporate Communications department was consulted in the development and implementation of community engagement throughout the budget process.

JCC endorsed the CYFS 2025 Draft Preliminary Budget at the JCC meeting on October 1<sup>st</sup>, 2024. The 2025 CYFS proposed budget will be tabled at the Town of Aurora November 18<sup>th</sup>, 2024 Council meeting for comments.

The Library Board endorsed the Library 2025 Draft Preliminary Budget at the October 16<sup>th</sup>, 2024 Board meeting.

## **Human Resource Considerations**

Not applicable.

## **Budget Impact**

The Town's preliminary draft budget proposes a 2.99% tax levy increase for the average household assessed by MPAC at approximately \$711,000. This is equivalent to an increase of \$75 per year for the average household.

## **Attachments**

None.

## **Approval**

Andrea Tang, CPA, CA  
Director of Financial Services / Treasurer

Esther Armchuk, LL.B  
Commissioner, Corporate Services

Ian McDougall  
Chief Administrative Officer, Office of the CAO

## **Contact**

Andrea Tang, CPA, CA  
Director of Financial Services / Treasurer, [atang@newmarket.ca](mailto:atang@newmarket.ca) (ext. 2104)

If you require this document in an alternative format, please contact the Town of Newmarket at 905-895-5193





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## **2025 Fees and Charges Staff Report to Council**

Report Number: 2024-67

Department(s): Financial Services

Author(s): Audrey Roberts-Mattar, Financial Analyst

Meeting Date: November 11, 2024

### **Recommendations**

1. That the report entitled 2025 Fees and Charges dated November 11, 2024, be received; and,
2. That the attached Fees and Charges Schedules “A”, “B”, “C”, “D”, “E”, “F”, “G”, “H”, “I”, “J”, “K”, “M” marked as Recreation Culture Services, Corporate Services, Public Works and Parks, Engineering Services, Legislative Services – General Fees and Licensing, Fire Services, Planning Services, Other General, Building Permit, Planning Act Processing Fees, and Stormwater Rates be approved and adopted by by-law; and,
3. That the attached fees and charges are increasing within the delegated authority and therefore Schedules “L” marked as Water and Wastewater Rates and be received for information purposes; and,
4. That the fee adjustments come into full force and effect as of January 1, 2025; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this report is to provide an overview of the 2025 Fees and Charges. Per [Report 2022-61](#), the Treasurer has the Delegated Authority to approve the increase to fees and charges on revenue sources up to the lesser of the rate of inflation or 2.5%. The 2025 User Fees and Charges are proposed to be increased on an average by 3.1% as per the “2025 Preliminary Draft Tax-Supported Operating Budget” (Report 2024-64).

## Background

Fees and Charges fall under three categories: Ancillary Revenue, Rate Revenue, and Major Revenue.

Ancillary Revenues are the fees and charges in the tax-supported budget. These revenues cover disbursements as well as staff time for specific services in Corporate Services, Public Works and Parks, Engineering, Legislative Services-General fees, Fire Services, and all other General Fees.

Rate Revenues are increases in the rate-supported budgets, which are projected through multi-year plans. This category includes Water, Wastewater, Stormwater, Building Permit, Planning, Development, and Engineering fees. These services have a cost recovery target level of 100% to recover the full cost of providing the services by the Town.

Major Revenues are the fees and charges that recover costs in the tax-supported budget and have a significant impact on residents but exclude property taxes. This affects mainly Licensing, and Recreation & Culture.

Delegated Authority is the prescribed rate of inflation, defined to be the lessor of 2.5% and the target rate established by Council as part of their budget direction. The target rate will be the annual increase in the Consumer Price Index (CPI) for Toronto at the beginning of the budget process but will be subject to Council review and approval. There is one exception to this restriction; for low dollar fees that for practical reasons are best subject to increases every few years and not annually. For such items, the increase would be limited not by the prescribed rate of inflation, but by the accumulated inflation since the last rate adjustment.

## Discussion

The 2025 Budget increase for Fees and Charges is set at 3.1%. Typically, the increase represents the Toronto Consumer Price Index (CPI) at the beginning of the budget process. The current forecasted CPI for 2025 is 2.1%. The proposed increase for 2025 is above the Treasurer's delegated authority and above the forecasted CPI rate since user fees and charges were waived by Council in 2020 and 2021 during the pandemic years. This is a way to catch up with recent years' inflationary increases and move towards bringing the full cost of a service in a better balance between the tax base and the service users.

Per [Report 2022-30](#), Delegated Authority was granted to increase Water, Wastewater as identified in the financial plans. The rate schedules are attached to this report as Schedule "L" - 2025 Water and Wastewater Rates.

The 2025 Stormwater rate is proposed to be increased by 3.8% as per the report "2025 Preliminary Draft Capital and Rate-Supported Operating Budgets" ([Report 2024-61](#)).

The rate schedules are attached to this report as Schedule “M” - 2025 Stormwater Rates.

The following is a summary of the recommended fees and charges increases for 2025 by revenue category. The changes outside the suggested increase of 3.1% are highlighted on the attached schedules.

### **Ancillary Revenue**

- **Corporate Services – Financial Services, Information Technology, Procurement, and Legal (Schedule B)** – Most fees are proposed to increase by 3.1%. Financial Services has identified some increases above the suggested rate of inflation to be able to recover higher printing, and administrative cost. A few new fees proposed are due to alignment with other municipalities.
- **Public Works and Parks Fees (Schedule C)** - Most fees are suggested to increase by the target rate of 3.1%, however, there are a few increases outside the suggested threshold which are due to higher costs for the celebration bench and increase in Water, Wastewater, and Stormwater Rates as per “2025 Preliminary Draft Capital and Rate-Supported Operating Budgets” ([Report 2024-61](#)).
- **Engineering Fees (Schedule D)** - All fees are proposed to increase by 3.1%.
- **Legislative Services – General Fees (Schedule E)** – The majority of the fees are proposed to increase by 3.1%. The changes outside the suggested increase, were the filming fees. This category was revamped based on the new film Bylaw [2023-19](#)
- **Fire Services (Schedule F)** – Most fees are proposed to increase by 3.1%. An additional fee was added to the cost recovery program through the use of Fire Marque to recover firefighting costs from insurance companies for CYFS’ attendance at incidents pertaining to property damage on a percentage basis. This was approved by JCC on October 1, 2024

Note: Fee increases for all vehicle-accident or fire-related fire department services that occur on provincial highways are regulated and communicated by the Ministry of Transportation. New rate increases will be communicated at the end of November 2024 and the schedule will be updated accordingly.

- **All Department – Other General Fees (Schedule H)** – All fees are proposed to increase by 3.1%.

### **Rate Revenue**

- **Building Permit Fees and Charges (Schedule J)** – Some of the Building Division fees are attributable to values calculated per square metre of a building and are

suggested to increase by 3.1%. The fees that have a flat fee, there is no increase proposed.

- **Planning Act Fees (Schedule G and Schedule K)** – All fees are proposed to increase by 3.1%.

## **Major Revenue**

- **Recreation & Culture Fees (Schedule A)** - The Recreation & Culture rates and fees encompass a large variety of services including admissions for drop-in programs, programs that require registration, tickets, facility permits and rentals, memberships, and various service fees. Given the wide variety of services offered and the various methods of charging for those services, there is a vast difference in total and type of pricing for hundreds of programs and services offered.

All rates and fees are carefully considered and have been tested against municipal and private competitors. Further, strategically, the rates and fees have been considered from a pricing elasticity perspective – rates and fees are being optimized to the point where volumes of use are not impacted by price. If prices are increased without consideration for what people can afford to pay, volumes of participation will decrease and will negate revenue gains obtained by increases to the rates and fees.

There are some new fees added this year, which are mainly because we are offering new programs to the community. Many of the fees are proposed to increase by the 3.1%. Although, there are some fees that are increasing beyond the suggested rate of 3.1%. This is largely due a regional and program market review to ensure we are in line with other municipalities as well as the increase in cost of supplies to run the programs.

For Non-resident Recreation & Culture Fees, the Town of Newmarket Recreation & Culture services continue to be in high demand. Many programs are offered to non-residents at a delayed registration period, and/or with additional non-resident surcharges. Given the high demand for services, this is an excellent opportunity to further review approaches and pricing methodology for non-resident service delivery. Staff will be conducting a thorough review, including municipal benchmarking and will report back in the first quarter of 2025. Depending upon the results of that review, there may be additional recommendations around adjustments in fees for non-residents.

Overall, the combination of rates and fees presented for Recreation and Culture represents an average increase at the inflationary point of 3.1%.

- **Legislative Services - Licensing Fees (Schedule I)** - All fees are proposed to increase by 3.1%.



## **Conclusion**

Unless otherwise stated, all changes will be effective January 1, 2025.

## **Business Plan and Strategic Plan Linkages**

The adoption of the 2025 Fees and Charges is in alignment with Council's core values for financial sustainability.

## **Consultation**

An Advertisement on the Town of Newmarket's website will be provided in accordance with the Town's Procedure By-law and distribution of the Committee of the Whole agenda.

## **Human Resource Considerations**

Not applicable to this report.

## **Budget Impact**

Fees and charges have been factored into the upcoming 2025 budget proposals. Further information on this will be available as part of the budget process.

The individual reports will recommend fees and charges that should allow them to achieve their cost recovery targets.

## **Attachments**

2025 Schedule A - Recreation and Culture Services Fees and Charges

2025 Schedule B – Corporate Services Fees and Charges

2025 Schedule C – Public Works and Parks Fees and Charges

2025 Schedule D – Engineering Services Fees and Charges

2025 Schedule E – Legislative Services General Fees and Charges

2025 Schedule F – Fire Services User Fees

2025 Schedule G – Planning Act Fees and Charges

2025 Schedule H – Other General Fees and Charges

2025 Schedule I - Legislative Services - Licensing Fees

2025 Schedule J - Building Permit Fees and Charges

2025 Schedule K - Planning Processing Fees and Charges

2025 Schedule L – Water and Wastewater Rates

2025 Schedule M – Stormwater Rates

## **Approval**

Andrea Tang, CPA, CGA  
Director, Financial Services/Treasurer

Esther Armchuk, LL.B  
Commissioner of Corporate Services

## **Contact**

For more information on this report, contact Andrea Tang at 905-953-5300 ext. 2104 or via e-mail at [ATang@newmarket.ca](mailto:ATang@newmarket.ca)

If you require this document in an alternative format, please contact the Town of Newmarket at 905-895-5193

**Schedule A – Recreation & Culture Services Fees and Charges  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (1)**

Department: Recreation & Culture  
Category: Administration Fees  
Key Business: Administration Fees

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE AFTER TAXES	INCREASE
Refundable Security Deposit*	Per event	No	\$2,585.00	\$2,665.14	\$0.00	<b>\$2,665.14</b>	3.1%
SOCAN Administration Fee	Per day	Yes	\$5.00	\$5.16	\$0.67	<b>\$5.83</b>	3.1%
SOCAN ReSound Fee	Per day	Yes	Varies	Varies	\$0.00	<b>Varies</b>	-
Insurance Administration Fee	Per policy	Yes	\$5.00	\$5.16	\$0.67	<b>\$5.83</b>	3.1%
Special Event Insurance Administration Fee	Per policy	Yes	\$10.00	\$10.31	\$1.34	<b>\$11.65</b>	3.1%
Indoor Banner Hanging		Yes	\$87.27	\$89.98	\$11.70	<b>\$101.67</b>	3.1%
Cheque Refund Fee		No	\$25.85	\$26.65	\$0.00	<b>\$26.65</b>	3.1%
Annual Park Mobile Vendor (15 minutes)		Yes	\$155.10	\$159.91	\$20.79	<b>\$180.70</b>	3.1%
Admin Fee of Fitness Centre Membership Holds/Cancellations/Transfers	Per transaction	No	\$10.34	\$10.66	\$0.00	<b>\$10.66</b>	3.1%
Membership Card Replacement		Yes	\$5.17	\$5.33	\$0.69	<b>\$6.02</b>	3.1%
<b>Bookings</b>							
Cancellation Admin Fee	Per hour	No	\$25.85	\$26.65	\$0.00	<b>\$26.65</b>	3.1%
Key sign out (refundable)	Per event	Yes	\$56.46	\$58.21	\$7.57	<b>\$65.78</b>	3.1%
<b>Equipment &amp; Event Support Fees</b>							
Forklift and Driver (min. 3 hours)	Per hour	Yes	\$79.41	\$81.87	\$10.64	<b>\$92.52</b>	3.1%
Gym Equipment rental charge	Per hour	Yes	\$29.06	\$29.96	\$3.89	<b>\$33.86</b>	3.1%
Ice cart rental-incl. staff (min 8 hrs)	Per hour	Yes	\$122.22	\$126.01	\$16.38	<b>\$142.39</b>	3.1%
Garbage Cans/Recycling- extra fee	for 5	Yes	\$29.67	\$30.59	\$3.98	<b>\$34.57</b>	3.1%
Special Event Hydro	Per box	Yes	\$45.08	\$46.48	\$6.04	<b>\$52.52</b>	3.1%
Park staff with utility vehicle	Per hour	Yes	\$51.70	\$53.30	\$6.93	<b>\$60.23</b>	3.1%
Port-o-Potty	Per event	Yes	\$180.95	\$186.56	\$24.25	<b>\$210.81</b>	3.1%

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (1)**

**Department: Recreation & Culture**  
**Category: Administration Fees**  
Key Business: Administration Fees

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE AFTER TAXES	INCREASE
<b>Special Events</b>							
Non Profit Vendor	Per vendor per	No	\$31.02	\$31.98	\$0.00	<b>\$31.98</b>	3.1%
Profit Vendor	Per vendor per	No	\$62.04	\$63.96	\$0.00	<b>\$63.96</b>	3.1%
Profit Vendor - Tables and chairs required	Per vendor per	No	\$82.72	\$85.28	\$0.00	<b>\$85.28</b>	3.1%
Park Clean Up (1 Truck & 2 Staff)	Per hour	Yes	\$51.70	\$53.30	\$6.93	<b>\$60.23</b>	3.1%
Food Truck at Special Events	Per vendor	Yes	\$155.10	\$159.91	\$20.79	<b>\$180.70</b>	3.1%
Food Truck at Canada Day Event	Per vendor	Yes	\$310.20	\$319.82	\$41.58	<b>\$361.39</b>	3.1%
Refundable Security Deposit applicable to all indoor and outdoor facilities as deemed appropriate up to a maximum of \$2,500. Cancellation fee is 15% of the total time cancelled.							

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (2)**

**Department: Recreation & Culture**  
**Category: Rentals**  
Key Business: Magna Gymnasium

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Non prime gym/ rate after 9 pm Weekdays/Sat & Sun 5 - 11 pm	Per hour	Yes	\$68.47	\$70.59	\$9.18	\$3.00	<b>\$82.77</b>	3.1%
Prime time (4pm - 9pm, Mon-Fri, all day sat and sun)	Per hour	Yes	\$124.44	\$128.29	\$16.68	\$3.00	<b>\$147.97</b>	3.1%
Prime Commercial/Non-Resident	Per hour	Yes	\$159.08	\$164.01	\$21.32	\$3.00	<b>\$188.33</b>	3.1%
Adult Tournaments/Resident 5 hrs, up to 10 hours	Per rental	Yes	\$576.87	\$594.75	\$77.32	\$3.00	<b>\$675.07</b>	3.1%
Youth Tournament/Resident 5 hrs, up to 10 hours	Per rental	Yes	\$461.46	\$475.76	\$61.85	\$3.00	<b>\$540.61</b>	3.1%
Special Event Not for Profit	Per hour	Yes	\$68.47	\$70.59	\$9.18	\$3.00	<b>\$82.77</b>	3.1%

Note: RAS is charged per hour

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (3)**

**Department: Recreation & Culture  
Category: Rentals**

**Effective Date: January 1, 2025**

Key Business: Arenas - Magna Centre, RJT, Hollingsworth Civic

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Non prime youth ice rental	Per hour	Yes	\$123.46	\$127.29	\$16.55	\$15.00	<b>\$158.83</b>	3.1%
Non prime adult ice rental	Per hour	Yes	\$133.90	\$138.05	\$17.95	\$15.00	<b>\$171.00</b>	3.1%
Non prime Commercial/Non-Res	Per hour	Yes	\$133.90	\$138.05	\$17.95	\$15.00	<b>\$171.00</b>	3.1%
Prime time youth ice rental	Per hour	Yes	\$175.78	\$181.23	\$23.56	\$15.00	<b>\$219.79</b>	3.1%
Prime time adult ice rental	Per hour	Yes	\$206.80	\$213.21	\$27.72	\$15.00	<b>\$255.93</b>	3.1%
Prime Commercial*/Non-Res ice rental	Per hour	Yes	\$310.20	\$319.82	\$41.58	\$15.00	<b>\$376.39</b>	3.1%
School rental rate	Per hour	Yes	\$32.15	\$33.15	\$4.31	\$15.00	<b>\$52.46</b>	3.1%
Arena Special Event set up (ice in)**	Per day	Yes	\$2,027.26	\$2,090.11	\$271.71	\$25.00	<b>\$2,386.82</b>	3.1%
Arena Special Event (ice in)	Per day	Yes	\$3,389.56	\$3,494.64	\$454.30	\$25.00	<b>\$3,973.94</b>	3.1%
Non Profit Special Event Set up	Per day	Yes	\$1,186.31	\$1,223.09	\$159.00	\$15.00	<b>\$1,397.09</b>	3.1%
Non Profit Special Event	Per day	Yes	\$2,076.69	\$2,141.07	\$278.34	\$15.00	<b>\$2,434.41</b>	3.1%
Special Events surcharge (per Ticket)	Each	No	\$1.03	\$1.07	\$0.00	\$0.00	<b>\$1.07</b>	3.1%
Special Events surcharge (per Ticket)	Family	No	\$3.10	\$3.20	\$0.00	\$0.00	<b>\$3.20</b>	3.1%
Rental of Floor Boards	Per day	Yes	\$2,889.51	\$2,979.08	\$387.28	\$0.00	<b>\$3,366.37</b>	3.1%
Moving Floor Boards (RJT to Magna)	Per day	Yes	\$2,354.42	\$2,427.41	\$315.56	\$0.00	<b>\$2,742.97</b>	3.1%
Equipment Moving (1 truck, 2 staff)	Per hour	Yes	\$51.70	\$53.30	\$6.93	\$0.00	<b>\$60.23</b>	3.1%
Dressing Room Fee	Per day	Yes	\$32.16	\$33.16	\$4.31	\$1.00	<b>\$38.47</b>	3.1%

\*10 % reduction for Lease agreement in direct correlation with the operation of their lease.

\* Statutory holidays will be 1.5 times the regular rate. New Year's Eve will be 2 times the regular rate.

\*Administration fees could apply towards bookings

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (4)**

Department: Recreation & Culture

Effective Date: January 1, 2025

Category: Rentals

Key Business: Floor - Magna Centre, RJT, Hollingsworth Civic

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Non Prime time	Per hour	Yes	\$50.19	\$51.75	\$6.73	\$15.00	<b>\$73.47</b>	3.1%
Youth Prime	Per hour	Yes	\$59.57	\$61.42	\$7.98	\$15.00	<b>\$84.40</b>	3.1%
Adult Prime	Per hour	Yes	\$78.48	\$80.91	\$10.52	\$25.00	<b>\$116.43</b>	3.1%
Commercial*/Non-Res Prime floor rental	Per hour	Yes	\$121.60	\$125.37	\$16.30	\$25.00	<b>\$166.67</b>	3.1%
Non-Profit special event	Per day	Yes	\$1,158.08	\$1,193.98	\$155.22	\$25.00	<b>\$1,374.20</b>	3.1%
Arena Floor Special Event set up (ice out)	Per day	Yes	\$1,415.65	\$1,459.54	\$189.74	\$25.00	<b>\$1,674.27</b>	3.1%
Arena Floor Special Event (ice out)**	Per day	Yes	\$2,061.69	\$2,125.60	\$276.33	\$25.00	<b>\$2,426.93</b>	3.1%

\*10 % reduction for Lease agreement in direct correlation with the operation of their lease.

\* Statutory holidays will be 1.5 times the regular rate. New Year's Eve will be 2 times the regular rate.

\*Administration fees could apply towards bookings



**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (5)**

**Department: Recreation & Culture**  
**Category: Rentals**  
Key Business: Fields & Parks (Community Services)

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Lawn Bowling User Fees	Per resident	Yes	\$23.16	\$23.88	\$3.10	\$4.00	<b>\$30.98</b>	3.1%
Lawn Bowling User Fees	Per non-res.	Yes	\$58.01	\$59.81	\$7.78	\$15.00	<b>\$82.58</b>	3.1%
Pitch/Diamond Use Youth	Per hour	Yes	\$17.01	\$17.54	\$2.28	\$1.00	<b>\$20.82</b>	3.1%
Pitch/Diamond Use Youth with lights	Per hour	Yes	\$21.27	\$21.93	\$2.85	\$1.00	<b>\$25.78</b>	3.1%
Pitch/Diamond Use Adult	Per hour	Yes	\$31.93	\$32.92	\$4.28	\$1.00	<b>\$38.20</b>	3.1%
Pitch/Diamond Use Adult with lights	Per hour	Yes	\$37.88	\$39.05	\$5.08	\$1.00	<b>\$45.13</b>	3.1%
Pitch/Diamond Commercial/Non-Res	Per hour	Yes	\$38.13	\$39.31	\$5.11	\$15.00	<b>\$59.42</b>	3.1%
Pitch/Diamond Commercial/Non-Res with lights	Per hour	Yes	\$42.38	\$43.69	\$5.68	\$15.00	<b>\$64.37</b>	3.1%
Artificial Turf Field Youth	Per hour	Yes	\$25.85	\$26.65	\$3.46	\$1.00	<b>\$31.12</b>	3.1%
Artificial Turf Field Adult	Per hour	Yes	\$46.53	\$47.97	\$6.24	\$1.00	<b>\$55.21</b>	3.1%
Artificial Turf Field Commercial/Non-Res	Per hour	Yes	\$52.73	\$54.36	\$7.07	\$15.00	<b>\$76.43</b>	3.1%
Artificial Turf Field with Lights Youth	Per hour	Yes	\$29.62	\$30.54	\$3.97	\$1.00	<b>\$35.51</b>	3.1%
Artificial Turf Field with Lights Adult	Per hour	Yes	\$51.80	\$53.41	\$6.94	\$1.00	<b>\$61.35</b>	3.1%
Artificial Turf Field with Lights Commercial/Non-Res	Per hour	Yes	\$58.01	\$59.81	\$7.78	\$15.00	<b>\$82.58</b>	3.1%
Park Booking	Per day	Yes	\$33.50	\$34.54	\$4.49	\$15.00	<b>\$54.03</b>	3.1%
Park Booking Non Res	Per day	Yes	\$47.46	\$48.93	\$6.36	\$15.00	<b>\$70.29</b>	3.1%
Park Booking Special Event Commercial (1 Area)	Per day	Yes	\$182.71	\$188.37	\$24.49	\$15.00	<b>\$227.86</b>	3.1%
Park Booking Special Event/Non-profit (1 Area)	Per day	Yes	\$135.14	\$139.33	\$18.11	\$15.00	<b>\$172.44</b>	3.1%
Park Booking Special Event (Multiple areas)	Per day	Yes	\$208.97	\$215.45	\$28.01	\$15.00	<b>\$258.46</b>	3.1%
Park Booking Special Event Commercial (Multiple areas)	Per day	Yes	\$338.95	\$349.46	\$45.43	\$15.00	<b>\$409.89</b>	3.1%
Park Fitness Use	Per day	Yes	\$10.75	\$11.08	\$1.44	\$15.00	<b>\$27.52</b>	3.1%
Tournament Rate	Per event	Yes	\$224.79	\$231.76	\$30.13	\$216.30	<b>\$478.19</b>	3.1%

\* Statutory holidays will be 1.5 times the regular rate. New Year's Eve will be 2 times the regular rate.  
 \*Administration fees could apply towards bookings

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (6)**

Department: Recreation & Culture  
Category: Rentals  
Key Business: Halls & Meeting Rooms

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Small Hall - Non-Profit - Hourly Up to 8 Hours	Per event	Yes	\$10.34	\$10.66	\$1.39	\$1.00	<b>\$13.05</b>	3.1%
Small Hall - Non-Profit - Full Day (9 hrs or more)	Per hour	Yes	\$103.40	\$106.61	\$13.86	\$15.00	<b>\$135.46</b>	3.1%
Small Hall - Resident Hourly Up to 8 Hours	Per event	Yes	\$20.68	\$21.32	\$2.77	\$1.00	<b>\$25.09</b>	3.1%
Small Hall - Resident - Full Day (9 hrs or more)	Per hour	Yes	\$206.80	\$213.21	\$27.72	\$15.00	<b>\$255.93</b>	3.1%
Small Hall - Commercial/Non Resident - Hourly Up to 8 Hours	Per event	Yes	\$36.19	\$37.31	\$4.85	\$1.00	<b>\$43.16</b>	3.1%
Small Hall - Commercial/Non Resident - Full Day (9 hrs or more)	Per hour	Yes	\$361.90	\$373.12	\$48.51	\$15.00	<b>\$436.62</b>	3.1%
Medium Hall - Non-Profit - Hourly Up to 8 Hours	Per event	Yes	\$22.75	\$23.46	\$3.05	\$1.00	<b>\$27.50</b>	3.1%
Medium Hall - Non-Profit - Full Day (9 hrs or more)	Per hour	Yes	\$227.48	\$234.53	\$30.49	\$15.00	<b>\$280.02</b>	3.1%
Medium Hall - Resident Hourly Up to 8 Hours	Per event	Yes	\$45.50	\$46.91	\$6.10	\$1.00	<b>\$54.01</b>	3.1%
Medium Hall - Resident - Full Day (9 hrs or more)	Per hour	Yes	\$454.96	\$469.06	\$60.98	\$15.00	<b>\$545.04</b>	3.1%
Medium Hall - Commercial/Non Resident - Hourly Up to 8 Hours	Per event	Yes	\$59.97	\$61.83	\$8.04	\$1.00	<b>\$70.87</b>	3.1%
Medium Hall - Commercial/Non Resident - Full Day (9 hrs or more)	Per hour	Yes	\$599.72	\$618.31	\$80.38	\$15.00	<b>\$713.69</b>	3.1%
Large Hall - Non-Profit - Hourly Up to 8 Hours	Per event	Yes	\$36.19	\$37.31	\$4.85	\$1.00	<b>\$43.16</b>	3.1%
Large Hall - Non-Profit - Full Day (9 hrs or more)	Per hour	Yes	\$361.90	\$373.12	\$48.51	\$15.00	<b>\$436.62</b>	3.1%
Large Hall - Resident Hourly Up to 8 Hours	Per event	Yes	\$69.28	\$71.43	\$9.29	\$1.00	<b>\$81.71</b>	3.1%
Large Hall - Resident - Full Day (9 hrs or more)	Per hour	Yes	\$692.78	\$714.26	\$92.85	\$15.00	<b>\$822.11</b>	3.1%
Large Hall - Commercial/Non Resident - Hourly Up to 8 Hours	Per hour	Yes	\$124.08	\$127.93	\$16.63	\$1.00	<b>\$145.56</b>	3.1%
Large Hall - Commercial/Non Resident - Full Day (9 hrs or more)	Per event	Yes	\$1,240.80	\$1,279.26	\$166.30	\$15.00	<b>\$1,460.57</b>	3.1%

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (6)**

Department: Recreation & Culture  
Category: Rentals  
Key Business: Halls & Meeting Rooms

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Extra Fee for events with alcohol	Per event	Yes	\$103.40	\$106.61	\$13.44	\$0.00	<b>\$120.05</b>	3.1%
Special Events (Daily Rate - 12 Hrs)	Per event	Yes	\$635.90-\$1551	\$655.61 -   \$1,599.08	\$85.23 -   \$207.88	\$15.00	<b>\$755.84 -   \$1,821.96</b>	3.1%
Dryland Training - 1 hr only and no set-up	Per hour	Yes	\$15.51	\$15.99	\$2.08	\$1.00	<b>\$19.07</b>	3.1%
Fitness Studio Booking - Non-Profit	Per hour	Yes	\$25.00	\$25.78	\$3.35	\$1.00	<b>\$30.13</b>	3.1%
Fitness Studio Booking - Commercial	Per hour	Yes	\$50.00	\$51.55	\$6.70	\$1.00	<b>\$59.25</b>	3.1%
SOCAN - no dancing - additional to room rental per event (101 to 300 individuals)	Per event	Yes	\$39.40	\$39.40	\$5.12	\$0.00	<b>\$44.52</b>	0.0%
SOCAN - with dancing - additional to room rental per event (101 to 300 individuals)	Per event	Yes	\$78.80	\$78.80	\$10.24	\$0.00	<b>\$89.04</b>	0.0%
Parking Lot Rental	Per day	Yes	\$102.78	\$105.97	\$13.78	\$15.00	<b>\$134.74</b>	3.1%
Parking Lot Rental Non Profit	Per day	Yes	\$39.50	\$40.72	\$5.29	\$15.00	<b>\$61.02</b>	3.1%
Parking Lot Rental Commercial	Per day	Yes	\$265.53	\$273.76	\$35.59	\$25.00	<b>\$334.35</b>	3.1%
Outdoor/Parking Lot Rental	Per day	Yes	\$101.85	\$105.01	\$13.65	\$15.00	<b>\$133.66</b>	3.1%
Outdoor/Parking Lot Rental Non Profit	Per day	Yes	\$38.46	\$39.65	\$5.15	\$15.00	<b>\$59.81</b>	3.1%
Outdoor/Parking Lot Rental Commercial	Per day	Yes	\$257.88	\$265.87	\$34.56	\$25.00	<b>\$325.44</b>	3.1%

\*SOCAN fees regulated or established by either Provincial legislation or third party.

\* Statutory holidays will be 1.5 times the regular rate. New Year's Eve will be 2 times the regular rate.

\*Non Profit groups must provide charitable number to qualify for fee

Non Profit rate does not apply to events with alcohol

Dryland training - additional hours are subject to regular room rental charges

Special Event Rate will be applied based on Halls required

Seniors Meeting Place fees will be contingent on combination of Halls requested

Meeting Rooms: Magna Centre MP Rooms 1 - 5, Ray Twinney Multi-Purpose Room per section

Small Halls Community Centre 3&4, Ray Twinney Complex Multi-Purpose Room Full

Event Halls: Ray Twinney Complex Lounge 1&2, Community Centre Halls 1&2

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (7)**

Department: Recreation & Culture  
 Category: Program Registration  
 Key Business: Museum

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Preschool/Children Program or Event (per class)	Per Person	No	\$3.19-\$6.36	\$3.29 - \$6.56	\$0.00 - \$0.00	\$0.00	\$3.29 - \$6.56	3.1%
Adult/Senior Program or Event (per class)	Per Person	Yes	\$6.36-\$10.60	\$6.56 - \$10.93	\$0.85 - \$1.42	\$0.00	\$7.41 - \$12.35	3.1%
In House Educational Programs for Schools	Per Group	No	NEW	\$60.00	\$0.00	\$0.00	\$60.00	NEW
In House Educational Programs for Groups - Preschool/Children	Per Group	No	NEW	\$60.00	\$0.00	\$0.00	\$60.00	NEW
In House Educational Programs for Groups - Adult/Senior	Per Group	Yes	NEW	\$60.00	\$7.80	\$0.00	\$67.80	NEW
Outreach Educational Programs for Schools	Per Group	No	NEW	\$100.00	\$0.00	\$0.00	\$100.00	NEW
Outreach Educational Programs for Groups - Preschool/Children	Per Group	No	NEW	\$100.00	\$0.00	\$0.00	\$100.00	NEW
Outreach Educational Programs for Groups - Adult/Senior	Per Group	Yes	NEW	\$100.00	\$13.00	\$0.00	\$113.00	NEW
Outreach Exhibit Material Rental (1 week) - Preschool/Children	Per Booking	No	NEW	\$40.00	\$0.00	\$0.00	\$40.00	NEW
Outreach Exhibit Material Rental (1 week) - Adult/Senior	Per Booking	Yes	NEW	\$40.00	\$5.20	\$0.00	\$45.20	NEW

Note: These programs must have a minimum of 12 to 30 participants.

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (8)**

**Department: Recreation & Culture**  
**Category: Admissions, Memberships & Passes**  
**Key Business: Daily Admissions, Passes & Memberships**

**Effective Date: January 1, 2025**

A 25% discount will be given to those individuals who have a disability **for drop in activities only**. To qualify for this discount an application must be completed and approved before the discount is applied. This process could take up to 4 weeks depending on the demand.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Daily Admissions</b>								
<b>AquaFitness</b>								
1 visit	Per person	Yes	\$6.34	\$6.64	\$0.86	\$0.00	<b>\$7.50</b>	<b>4.7%</b>
<b>Aquatics - Lane &amp; Public Swim:</b>								
Preschool (3 years & under)	Per person	Yes	\$1.36	\$1.77	\$0.23	\$0.00	<b>\$2.00</b>	<b>30.1%</b>
Child/Youth/Adult/Senior Gym Admission	Per person	Yes	\$2.72	\$3.10	\$0.40	\$0.00	<b>\$3.50</b>	<b>13.9%</b>
<b>Gym Admissions</b>								
Preschool Gym Admission	Per person	Yes	\$1.36	\$1.77	\$0.23	\$0.00	<b>\$2.00</b>	<b>30.1%</b>
Child/Youth/Adult/Senior Gym Admission	Per person	Yes	\$2.66	\$3.10	\$0.40	\$0.00	<b>\$3.50</b>	<b>16.5%</b>
<b>Ice Admissions</b>								
Preschool Daily Ice	Per person	Yes	\$1.36	\$1.77	\$0.23	\$0.00	<b>\$2.00</b>	<b>30.1%</b>
Child/Youth/Adult/Senior Skate Admission	Per person	Yes	\$2.72	\$3.10	\$0.40	\$0.00	<b>\$3.50</b>	<b>14.0%</b>
Shinney Hockey	Per person	Yes	\$4.99	\$5.31	\$0.69	\$0.00	<b>\$6.00</b>	<b>6.4%</b>
Sledge Hockey	Per person	Yes	\$5.00	\$5.31	\$0.69	\$0.00	<b>\$6.00</b>	<b>6.2%</b>
<b>Recreation Youth Centre &amp; Skate Park</b>								
Skate Park Admission	Per person	Yes	\$4.43	\$4.65	\$0.60	\$0.00	<b>\$5.25</b>	<b>5.0%</b>
Gymnasium Admission	Per person	Yes	\$0.89	\$1.11	\$0.14	\$0.00	<b>\$1.25</b>	<b>24.7%</b>
<b>Track Admissions</b>								
Track Admission	Per person	Yes	\$1.36	\$1.77	\$0.23	\$0.00	<b>\$2.00</b>	<b>30.1%</b>
<b>Preschool Drop In Programs</b>								
Parent and Tot Admission	Per person	Yes	NEW	\$2.66	\$0.35	\$0.00	<b>\$3.01</b>	<b>NEW</b>
<b>Passes</b>								
<b>Multi Use Passes</b>								
10 + Visits	Per person	Yes						33% off 1 visit pass
<b>Memberships</b>								
<b>Keith Davis Tennis Centre Membership</b>								
Child (12 & Under) Resident	Per person	No	\$150.00	\$154.65	\$0.00	\$0.00	<b>\$154.65</b>	<b>3.1%</b>
Child (12 & Under) Non-Resident	Per person	No	\$180.00	\$185.58	\$0.00	\$0.00	<b>\$185.58</b>	<b>3.1%</b>
Youth (13-17) Resident	Per person	Yes	\$150.00	\$154.65	\$20.10	\$0.00	<b>\$174.75</b>	<b>3.1%</b>
Youth (13-17) Non-Resident	Per person	Yes	\$180.00	\$185.58	\$24.13	\$0.00	<b>\$209.71</b>	<b>3.1%</b>
Adult Memberships - Resident	Per person	Yes	\$310.00	\$319.61	\$41.55	\$0.00	<b>\$361.16</b>	<b>3.1%</b>

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (8)**

**Department: Recreation & Culture**  
**Category: Admissions, Memberships & Passes**  
**Key Business: Daily Admissions, Passes & Memberships**

**Effective Date: January 1, 2025**

A 25% discount will be given to those individuals who have a disability **for drop in activities only**. To qualify for this discount an application must be completed and approved before the discount is applied. This process could take up to 4 weeks depending on the demand.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Adult Memberships - Non-Resident	Per person	Yes	\$340.00	\$350.54	\$45.57	\$0.00	<b>\$396.11</b>	<b>3.1%</b>
Adult 55+ Memberships - Resident	Per person	Yes	\$160.00	\$164.96	\$21.44	\$0.00	<b>\$186.40</b>	<b>3.1%</b>
Adult 55+ Memberships - Non-Resident	Per person	Yes	\$190.00	\$195.89	\$25.47	\$0.00	<b>\$221.36</b>	<b>3.1%</b>
Couple Memberships - Resident	Per couple	Yes	\$570.00	\$587.67	\$76.40	\$0.00	<b>\$664.07</b>	<b>3.1%</b>
Couple Memberships - Non-Resident	Per couple	Yes	\$600.00	\$618.60	\$80.42	\$0.00	<b>\$699.02</b>	<b>3.1%</b>
Family Memberships - Resident	Per family	Yes	\$680.00	\$701.08	\$91.14	\$0.00	<b>\$792.22</b>	<b>3.1%</b>
Family Memberships - Non-Resident	Per family	Yes	\$700.00	\$721.70	\$93.82	\$0.00	<b>\$815.52</b>	<b>3.1%</b>
<b>Newmarket Seniors' Meeting Place Membership</b>								
Resident - 55 years of age and over	Per year	Yes	\$35.88	\$36.99	\$4.81	\$0.00	<b>\$41.80</b>	<b>3.1%</b>
Non-Resident - 55 years of age and over	Per year	Yes	\$56.38	\$56.99	\$7.41	\$0.00	<b>\$64.40</b>	<b>1.1%</b>
<b>RecPass Memberships</b>								
Child (12 & Under) Resident	Per person	No	\$27.50	\$28.35	\$0.00	\$0.00	<b>\$28.35</b>	<b>3.1%</b>
Child (12 & Under) Non-Resident	Per person	No	\$37.50	\$38.35	\$0.00	\$0.00	<b>\$38.35</b>	<b>2.3%</b>
Youth (13-17) Resident	Per person	Yes	\$27.50	\$28.35	\$3.69	\$0.00	<b>\$32.04</b>	<b>3.1%</b>
Youth (13-17) Non-Resident	Per person	Yes	\$37.50	\$38.35	\$4.99	\$0.00	<b>\$43.34</b>	<b>2.3%</b>
Student with Validation Resident	Per person	Yes	\$27.50	\$28.35	\$3.69	\$0.00	<b>\$32.04</b>	<b>3.1%</b>
Student with Validation Non-Resident	Per person	Yes	\$37.50	\$38.35	\$4.99	\$0.00	<b>\$43.34</b>	<b>2.3%</b>
Adult Resident	Per person	Yes	\$37.50	\$38.65	\$5.02	\$0.00	<b>\$43.67</b>	<b>3.1%</b>
Adult Non-Resident	Per person	Yes	\$47.50	\$48.65	\$6.32	\$0.00	<b>\$54.97</b>	<b>2.4%</b>
Adult 55+ Resident	Per person	Yes	\$32.50	\$33.50	\$4.36	\$0.00	<b>\$37.86</b>	<b>3.1%</b>
Adult 55+ Non-Resident	Per person	Yes	\$42.50	\$43.50	\$5.66	\$0.00	<b>\$49.16</b>	<b>2.4%</b>
Household - Resident	Per household	Yes	\$62.50	\$64.45	\$8.38	\$0.00	<b>\$72.83</b>	<b>3.1%</b>
Household- Non-Resident	Per household	Yes	\$72.50	\$74.45	\$9.68	\$0.00	<b>\$84.13</b>	<b>2.7%</b>
Day Passes	Per person	Yes	\$8.20	\$8.85	\$1.15	\$0.00	<b>\$10.00</b>	<b>7.9%</b>

Unlimited access to the Fitness Centre, fitness group fit classes (including the Newmarket Seniors' Meeting Place) and walking/running track; Unlimited access to all swimming drop-in sessions, including public swims, lane swims, aquafit and more; Unlimited access to all gym sessions, including open gym, basketball, preschool drop-ins, pickleball and more; Unlimited access to skating drop-in programs including public skates, shinny and more; Unlimited access to Recreation Youth Centre & telMAX Indoor Skatepark drop-in programming including skatepark, gymnasium and games area.

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (9)**

**Department: Recreation & Culture**  
**Category: Rentals/Bookings**  
Service Area: Keith Davis Tennis Centre

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE AFTER TAXES	INCREASE
<b>Rentals</b>							
Court Booking - Prime Time, Member	Per hour	<b>Yes</b>	\$20.00	\$20.62	\$2.68	<b>\$23.30</b>	3.1%
Court Booking - Prime Time, Non-Member	Per hour	<b>Yes</b>	\$40.00	\$41.24	\$5.36	<b>\$46.60</b>	3.1%
Court Booking - Non-Prime Time, Member	Per hour	<b>Yes</b>	\$15.00	\$15.47	\$2.01	<b>\$17.48</b>	3.1%
Court Booking - Non-Prime Time, Non-Member	Per hour	<b>Yes</b>	\$35.00	\$36.09	\$4.69	<b>\$40.78</b>	3.1%
Guest Fee	Per hour	<b>Yes</b>	\$10.00	\$10.31	\$1.34	<b>\$11.65</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (10)**

Department: Recreation & Culture

Effective Date: January 1, 2025

Category: Rentals

Service Area: Recreation Youth Centre & Skate Park

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Rentals (Resident)</b>								
Gymnasium	Per hour	<b>Yes</b>	\$68.98	\$71.12	\$9.25	\$15.00	<b>\$95.37</b>	3.1%
Skate Park	Per hour	<b>Yes</b>	\$93.38	\$96.27	\$12.52	\$15.00	<b>\$123.79</b>	3.1%
Day Time - Field Trip	Per 2 hours	<b>Yes</b>	NEW	\$145.00	\$18.85	\$5.00	<b>\$168.85</b>	<b>NEW</b>



**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (11)**

Department: Recreation & Culture  
Category: Rentals  
Service Area: Aquatics

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Rentals - Ray Twinney Complex Pool (RTRC) and Andrin Lakeview Aquatic Centre(ALAC)</b>								
ALAC/RTRC Full Pool - includes cost of 2 lifeguards up to 30 people	Per hour	Yes	\$134.69	\$138.87	\$18.05	\$15.00	<b>\$171.92</b>	3.1%
ALAC/RTRC Full Pool Non-Res - includes cost of 2 lifeguard up to 30 people	Per hour	Yes	\$179.48	\$185.04	\$24.06	\$15.00	<b>\$224.10</b>	3.1%
ALAC Learning Pool Res - includes cost of 2 lifeguard up to 30 people	Per hour	Yes	\$113.88	\$117.41	\$15.26	\$15.00	<b>\$147.67</b>	3.1%
ALAC Learning Pool Non-Res- includes cost of 2 lifeguard up to 30 people	Per hour	Yes	\$158.77	\$163.69	\$21.28	\$15.00	<b>\$199.97</b>	3.1%
One lane or diving well Res.- lifeguards added as needed	Per hour	Yes	\$16.30	\$16.81	\$2.18	\$15.00	<b>\$33.99</b>	3.1%
One lane or diving well Non-Res.	Per hour	Yes	\$22.86	\$23.57	\$3.06	\$15.00	<b>\$41.63</b>	3.1%
<b>Rentals - Gorman Pool</b>								
Gorman Pool rental Res. - includes cost of 2 lifeguards up to 30 people	Per hour	Yes	\$113.88	\$117.41	\$15.26	\$15.00	<b>\$147.67</b>	3.1%
Gorman Pool rental Non-Res- includes cost of 2 lifeguards up to 30 people	Per hour	Yes	\$158.77	\$163.69	\$21.28	\$15.00	<b>\$199.97</b>	3.1%
<b>Lifeguards - Additional Deck Supervisor required for all rentals over 3 guards</b>								
1 additional Lifeguard	Per hour	Yes	\$22.55	\$23.25	\$3.02	\$0.00	<b>\$26.27</b>	3.1%
2 additional Lifeguards	Per hour	Yes	\$45.10	\$46.50	\$6.04	\$0.00	<b>\$52.54</b>	3.1%
3 additional Lifeguards	Per hour	Yes	\$67.65	\$69.75	\$9.07	\$0.00	<b>\$78.81</b>	3.1%
1 Deck Supervisor	Per hour	Yes	\$25.00	\$25.78	\$3.35	\$0.00	<b>\$29.13</b>	3.1%
<b>User Groups - Non-Profit/Schools/Resident Users Fee</b>								
<b>includes 1 lifeguard, however all rentals require a minimum of 2 lifeguards (legislated) for up to 30 people - See additional lifeguard fees</b>								
Competitive /YR Schools/Res Swim Team/Synchro	Per hour	Yes	\$89.10	\$91.86	\$11.94	\$15.00	<b>\$118.80</b>	3.1%
One Lane - Youth	Per hour	Yes	\$10.05	\$10.36	\$1.35	\$5.00	<b>\$16.71</b>	3.1%
<b>User Groups - Non-Profit/ /Out of Region Schools (O.O.R.) Users/Commercial</b>								
Commercial User/Profit (Scuba/Other) with Slide	Per hour	Yes	\$261.58	\$269.69	\$35.06	\$25.00	<b>\$329.75</b>	3.1%
Lane/Deep/Well - Commercial User/Profit (Scuba/Other)	Per hour	Yes	\$37.10	\$38.25	\$4.97	\$5.00	<b>\$48.22</b>	3.1%

**All rentals require a minimum of 2 lifeguards (legislated) for up to 30 people and additional lifeguard based on number of participants and surface are booked.**

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (12)**

**Department: Recreation & Culture**  
**Category: Rentals**  
Key Business: Mobile Stage Trailer

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES		HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Rental - Not for Profit Newmarket Groups	4 hours	<b>Yes</b>	\$316.66	\$326.48		\$42.44	\$0.00	<b>\$359.11</b>	3.1%
Rental - Not for Profit Newmarket Groups	8 hours	<b>Yes</b>	\$437.68 (\$100.00 each additional hour past 8 hours)	\$451.25	+ \$100.00 each additional hour past 8 hours	\$58.66	\$0.00	<b>\$495.66</b>	3.1%
Rental - For Profit Groups (events in Newmarket)	4 hour min.	<b>Yes</b>	\$1,019.88 (\$100.00 each additional hour)	\$1,051.50	+ \$100.00 each additional hour	\$136.69	\$0.00	<b>\$1,156.69</b>	3.1%
Rental - Non-resident Groups (events outside Newmarket)	8 hour min. (incl. transport)	<b>Yes</b>	\$3,671.55 (\$100.00 each additional hour)	\$3,785.37	+ \$100.00 each additional hour	\$492.10	\$0.00	<b>\$4,164.10</b>	3.1%

Note: A \$0.60 per km will also apply on any travel outside Newmarket.

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (13)**

Department: Recreation & Culture

Effective Date: January 1, 2025

Category: **Rentals**

Key Business: TRAIN

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES		HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Rental - Not for Profit - Newmarket Groups	Half day	Yes	\$312.52	\$322.21		\$41.89	\$25.00	<b>\$379.41</b>	3.1%
Rental - Not for Profit - Newmarket Groups	Full day	Yes	\$440.14	\$453.78		\$58.99	\$25.00	<b>\$524.13</b>	3.1%
Rental - For Profit Groups - in Newmarket	4 hr. min.	Yes	\$784 + \$90 each additional hour	\$808.30	+ \$90 each additional hour	\$105.08	\$25.00	<b>\$938.38</b>	3.1%

Charges include - 1 train driver, 1 hostess & transport to and from event.

\*A \$0.60 per km will also apply on any travel outside Newmarket.

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (14)**

Department: Recreation & Culture  
 Category: Program Registration  
 Key Business: Programs

Effective Date: January 1, 2025

Program Category	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Camps</b>								
General	Per day	No	\$30.75-\$38.23	\$31.70 - \$39.42	\$0.00 - \$0.00	\$5.00	\$36.70 - \$44.42	3.1%
Specialty	Per day	No	\$38.88-\$45.00	\$40.09 - \$49.00	\$0.00 - \$0.00	\$5.00	\$45.09 - \$54.00	8.9%
Specialty - Trips	Per day	No	\$45.00-\$78.00	\$46.40 - \$81.00	\$0.00 - \$0.00	\$5.00	\$51.40 - \$86.00	3.8%
Sports	Per day	No	\$33.93-\$59.45	\$34.98 - \$61.29	\$0.00 - \$0.00	\$5.00	\$39.98 - \$66.29	3.1%
Leadership	Per day	No	\$41.02-\$45	\$42.29 - \$46.40	\$0.00 - \$0.00	\$5.00	\$47.29 - \$51.40	3.1%
Kids on the Move	Per day	No	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Extended Care	Per day	No	\$5.25	\$5.42	\$0.00	\$0.00	\$5.42	3.1%
PA Day Camp	Per Day	No	\$40.00	\$41.24	\$0.00	\$1.00	\$42.24	3.1%
<b>After School Programs</b>								
After School Programs	Per day	No	\$3.75	\$3.87	\$0.00	\$5.00	\$8.87	3.1%
<b>Inclusion</b>								
Youth General	Per hour	No	\$13.14 - \$15	\$13.55 - \$15.47	\$0.00 - \$0.00	\$5.00	\$18.55 - \$20.47	3.1%
Youth Specialized	Per hour	No	\$9.28-\$17.51	\$15.00 - \$18.05	\$0.00 - \$0.00	\$5.00	\$20.00 - \$23.05	3.1%
Adult General Sports	Per hour	No	\$4.68-\$10.25	\$4.83 - \$11.00	\$0.00 - \$0.00	\$5.00	\$9.83 - \$16.00	7.3%
Adult Specialized	Per hour	No	\$12.60 - \$20.00	\$12.99 - \$20.62	\$0.00 - \$0.00	\$5.00	\$17.99 - \$25.62	3.1%
Adult Day Program	Per hour	No	\$8.33-\$22.04	\$8.59 - \$22.72	\$0.00 - \$0.00	\$5.00	\$13.59 - \$27.72	3.1%
Drop In	Per hour	No	\$3.33-\$8.33	\$3.43 - \$8.59	\$0.00 - \$0.00	\$1.00	\$4.43 - \$9.59	3.1%
1:1 Support	Per hour	No	\$19.26-\$23.51	\$19.86 - \$24.24	\$0.00 - \$0.00	\$5.00	\$24.86 - \$29.24	3.1%
Adapted Camps	Per day	No	\$25.63-\$64.58	\$26.42 - \$66.58	\$0.00 - \$0.00	\$5.00	\$31.42 - \$71.58	3.1%
<b>Fitness</b>								
General	Per hour	Where applicable	\$4.61-\$13.12	\$4.75 - \$13.53	Where applicable	\$5.00	\$9.75 - \$18.53	3.1%
Personal Training	Per hour	Yes	\$25.50-65	\$26.29 - \$67.02	\$3.42 - \$8.71	\$0.00	\$29.71 - \$75.73	3.1%
Team Training	Per hour	Where applicable	\$50.00 - \$125.00	\$51.55 - \$128.88	Where applicable	\$0.00	\$51.55 - \$128.88	3.1%
Specialty	Per hour	Yes	\$9.73-20.62	\$10.03 - \$21.26	\$1.30 - \$2.76	\$5.00	\$16.34 - \$29.02	3.1%
<b>Aquatics</b>								
30 Minute Lessons	0.5 hours	Where applicable	\$10.27	\$10.59	Where applicable	\$5.00	\$15.59	3.1%
45 Minute Lessons	0.75 hours	Where applicable	\$11.91	\$12.28	Where applicable	\$5.00	\$17.28	3.1%
Hour Swim Lessons	1.0 hour	Where applicable	\$13.04	\$13.44	Where applicable	\$5.00	\$18.44	3.1%
Semi-Private Lessons	0.5 hours	Where applicable	\$20.50	\$22.50	Where applicable	\$5.00	\$27.50	9.8%
Adapted Lessons	0.5 hours	Where applicable	\$20.50	\$21.14	Where applicable	\$5.00	\$26.14	3.1%
Private Lessons	0.5 hours	Where applicable	\$35.00-\$39.55	\$35.00 - \$39.55	Where applicable	\$5.00	\$40.00 - \$44.55	0.0%
*Advanced Leadership Re-certification	Per course	Yes	\$85.76-\$97.50	\$88.42 - \$100.52	\$11.49 - \$13.07	\$5.00	\$104.91 - \$118.59	3.1%
*Advanced Leadership- Full Course	Per course	Yes	\$79.97-\$379	\$82.45 - \$390.75	\$10.72 - \$50.80	\$5.00	\$98.17 - \$446.55	3.1%
*Course fee depends on length of course (hrs)/legislated criteria, exam and book fees								
<b>Sports</b>								
General	Per hour	Where applicable	\$3 - \$10	\$8.00 - \$14.00	Where applicable	\$5.00	\$13.00 - \$19.00	40.0%
Specialized	Per hour	Where applicable	\$7 - \$18	\$10.00 - \$20.00	Where applicable	\$5.00	\$15.00 - \$25.00	11.1%
Skatepark	Per hour	No	\$10.25-\$23.06	\$10.57 - \$25.00	\$0.00 - \$0.00	\$5.00	\$15.57 - \$30.00	8.4%
Leagues	Per session	Yes	\$12-\$17	\$14.00 - \$18.00	\$1.82 - \$2.34	\$5.00	\$20.82 - \$25.34	16.7%
<b>Youth Leadership</b>								
Home Alone	Per course	No	\$35.00	\$36.09	\$0.00	\$5.00	\$41.09	3.1%
Babysitting Course	Per course	Yes	\$75.00	\$77.33	\$10.05	\$5.00	\$92.38	3.1%

**TOWN OF NEWMARKET**  
**2025 USER FEE**  
**Schedule A (14)**

Department: Recreation & Culture  
 Category: Program Registration  
 Key Business: Programs

Effective Date: January 1, 2025

Program Category	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
Leader in Training	Per course	No	\$75.00	\$77.33	\$0.00	\$5.00	\$82.33	3.1%
Inclusion Counsellor in Training	Per course	Yes	\$90.00	\$92.79	\$12.06	\$5.00	\$109.85	3.1%
Counsellor In Training Course	Per course	Yes	\$315.00	\$324.77	\$42.22	\$5.00	\$371.98	3.1%
<b>Preschool</b>								
General	Per hour	No	\$3.73-\$8.00	\$3.85 - \$8.25	\$0.00 - \$0.00	\$5.00	\$8.85 - \$13.25	3.1%
<b>Adult 55+ Programs</b>								
Art	Per hour	Yes	\$5.00 - \$7.00	\$5.16 - \$7.22	\$0.67 - \$0.94	\$5.00	\$10.83 - \$13.16	3.1%
Dance	Per hour	Yes	\$5.00 - \$7.00	\$5.16 - \$7.22	\$0.67 - \$0.94	\$5.00	\$10.83 - \$13.16	3.1%
Fitness and Wellness	Per hour	Yes	\$5.00 - \$7.00	\$5.16 - \$7.22	\$0.67 - \$0.94	\$5.00	\$10.83 - \$13.16	3.1%
Specialty Workshop	Per day	Yes	\$0.00 - \$60.00	\$0.00 - \$61.86	\$0.00 - \$8.04	\$1.00	\$1.00 - \$70.90	3.1%
Events	Per day	Yes	\$0.00 - \$60.00	\$0.00 - \$61.86	\$0.00 - \$8.04	\$1.00	\$1.00 - \$70.90	3.1%
Bus Trips	Per day	Yes	\$40.00 - \$300.00	\$41.24 - \$309.30	\$5.36 - \$40.21	\$0.00	\$46.60 - \$349.51	3.1%
<b>Culture</b>								
Dance - Specialty for Children	Per hour	No	\$8.33-\$22.17	\$8.59 - \$22.86	\$0.00 - \$0.00	\$5.00	\$13.59 - \$27.86	3.1%
Dance - Specialty for Adult	Per hour	Yes	\$12.00-\$17.46	\$12.37 - \$18.00	\$1.61 - \$2.34	\$5.00	\$18.98 - \$25.34	3.1%
Dance - General	Per hour	No	\$5.74-\$15.28	\$5.92 - \$15.75	\$0.00 - \$0.00	\$5.00	\$10.92 - \$20.75	3.1%
Arts - General for Children	Per hour	No	\$4.36-\$10.92	\$4.50 - \$11.26	\$0.00 - \$0.00	\$5.00	\$9.50 - \$16.26	3.1%
Arts - General for Adults	Per hour	Yes	\$5.46-\$19.65	\$5.63 - \$20.26	\$0.73 - \$2.63	\$5.00	\$11.36 - \$27.89	3.1%
Arts - Specialty for Children	Per hour	No	\$6.00-\$13.00	\$6.19 - \$13.40	\$0.00 - \$0.00	\$5.00	\$11.19 - \$18.40	3.1%
Arts - Specialty for Youth	Per hour	No	\$7.64-\$15.83	\$7.88 - \$16.32	\$0.00 - \$0.00	\$5.00	\$12.88 - \$21.32	3.1%
Arts - Specialty for Adults	Per hour	Yes	\$14.19-\$22.92	\$14.63 - \$23.63	\$1.90 - \$3.07	\$5.00	\$21.53 - \$31.70	3.1%
Cooking	Per hour	No	\$13.10-\$16.38	\$13.5061 - \$16.89	\$0.00 - \$0.00	\$5.00	\$18.51 - \$21.89	3.1%
Cooking Event - Children	Per event	No	\$25.00-\$60.00	\$25.775 - \$61.86	\$0.00 - \$0.00	\$5.00	\$30.78 - \$66.86	3.1%
Cooking Specialty - adult	Per class	Yes	NEW	\$30.00	\$3.90	\$5.00	\$38.90	NEW
Music - General	Per hour	No	\$8.00-\$15.00	\$8.25 - \$15.47	\$0.00 - \$0.00	\$5.00	\$13.25 - \$20.47	3.1%
Arts - Event	Per event	Yes	\$0.00-\$60.00	\$0.00 - \$61.86	\$0.00 - \$8.04	\$5.00	\$5.00 - \$74.90	3.1%
Outdoor - Children	Per class	No	\$25.00	\$25.78	\$0.00	\$5.00	\$30.78	3.1%
Engineering - Children **	Per class	No	\$23.67	\$24.40	\$0.00	\$5.00	\$29.40	3.1%
Computer Programming - Children **	Per class	No	\$38.00	\$39.18	\$0.00	\$5.00	\$44.18	3.1%
<b>Tennis</b>								
Youth Lessons Recreational - Member	Per hour	No	\$22.00	\$22.68	\$0.00	\$5.00	\$27.68	3.1%
Youth Lessons Recreational - Non-Member	Per hour	No	\$25.00	\$25.78	\$0.00	\$5.00	\$30.78	3.1%
Adult Lessons Recreational - Member	Per hour	Yes	\$24.00	\$24.74	\$3.22	\$5.00	\$32.96	3.1%
Adult Lessons Recreational - Non-Member	Per hour	Yes	\$27.00	\$27.84	\$3.62	\$5.00	\$36.46	3.1%
Youth High Performance Lessons - Member	Per lesson	No	\$60.00	\$61.86	\$0.00	\$5.00	\$66.86	3.1%
Youth High Performance Lessons - Non-Member	Per lesson	No	\$66.00	\$68.05	\$0.00	\$5.00	\$73.05	3.1%
Private Lessons - 12 & Under	Per hour	No	\$65.00-\$80.00	\$67.02 - \$82.48	\$0.00 - \$0.00	\$1.00	\$68.02 - \$83.48	3.1%
Private Lessons - 13 & Up	Per hour	Yes	\$65.00-\$80.00	\$67.02 - \$82.48	\$8.71 - \$10.72	\$1.00	\$76.73 - \$94.20	3.1%
Clinics - 12 & Under	Per clinic	No	\$35.00-\$40.00	\$36.09 - \$41.24	\$0.00 - \$0.00	\$1.00	\$37.09 - \$42.24	3.1%
Clinics -13 & Up	Per clinic	Yes	\$35.00-\$40.00	\$36.09 - \$41.24	\$4.69 - \$5.36	\$1.00	\$41.78 - \$47.60	3.1%
Camps	Per day	No	\$80.00	\$82.48	\$0.00	\$5.00	\$87.48	3.1%
Daytime House League/Round Robin	Per match	Yes	\$10.00	\$10.31	\$1.34	\$1.00	\$12.65	3.1%
Prime Time League/Round Robin	Per match	Yes	\$13.00	\$13.40	\$1.74	\$1.00	\$16.15	3.1%
**Daytime Interclub League	Per match	Yes	\$13.27	\$13.68	\$1.78	\$1.00	\$16.46	3.1%

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (14)**

**Department: Recreation & Culture**  
**Category: Program Registration**  
Key Business: Programs

**Effective Date: January 1, 2025**

Program Category	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
**Prime time Interclub League	Per match	Yes	\$17.70	\$18.25	\$2.37	\$1.00	<b>\$21.62</b>	3.1%
**Tournament	Per event	Yes	\$65.00-\$80.00	\$67.02 - \$82.48	\$8.71 - \$10.72	\$1.00	<b>\$76.73 - \$94.20</b>	3.1%

**Notes**

- \*RAS Surcharge of \$1-5 per program will be applied.
- \*A Non-Resident Fee of \$30 will be applied.
- \*\*Set by outside agencies, may increase as required

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A(15)**

Department: Recreation & Culture

Effective Date: January 1, 2025

Category: Rentals

Key Business: Party Packages

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Party Packages</b>								
Private Pool - Large Pool (ALAC or RTRC)	Per 20 attendees	Yes	\$285.00	\$293.84	\$38.20	\$15.00	<b>\$347.03</b>	3.1%
Private Pool - Learning Pool with Spray Features (ALAC) /Gorman Pool	Per 20 attendees	Yes	\$225.00	\$231.98	\$30.16	\$15.00	<b>\$277.13</b>	3.1%
Private Gym	Per 15 attendees	Yes	\$175.00	\$180.43	\$23.46	\$15.00	<b>\$218.88</b>	3.1%
Private Skate Park	Per 15 attendees	Yes	\$200.00	\$206.20	\$26.81	\$15.00	<b>\$248.01</b>	3.1%
Skating Party / Pool Party (Public Time)	Per 25 attendees	Yes	NEW	\$115.00	\$14.95	\$15.00	<b>\$144.95</b>	<b>NEW</b>
Gymnasium - Additional Hour	Per hour	Yes	\$68.98	\$71.12	\$9.25	\$0.00	<b>\$80.36</b>	3.1%
Skate Park - Additional Hour	Per hour	Yes	\$93.38	\$96.27	\$12.52	\$0.00	<b>\$108.79</b>	3.1%
Skate Park - Additional Staff	Per hour	Yes	\$20.00	\$20.62	\$2.68	\$0.00	<b>\$23.30</b>	3.1%
Pool Add On - Slide (Only available RTRC)	Per 45 mins	Yes	\$50.00	\$51.55	\$6.70	\$0.00	<b>\$58.25</b>	3.1%
Pool - Additional Staff	Per hour	Yes	\$22.50	\$23.20	\$3.02	\$0.00	<b>\$26.21</b>	3.1%

\*Staff will be added based on services requested

**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (16)**

Department: Recreation & Culture  
Category: Rentals  
Key Business: Old Town Hall

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	Duration/Time Unit	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	RAS - SURCHARGE	TOTAL FEE AFTER TAXES	INCREASE
<b>Studios and Atrium (Backstage)</b>	Single Studio Resident use	Up to 3 hours	Yes	\$74.67	\$76.98	\$10.01	\$15.00	<b>\$101.99</b>	3.1%
		Greater than 3 hours, 8 hrs. max	Yes	\$213.72	\$220.34	\$28.64	\$15.00	<b>\$263.99</b>	3.1%
	Single Studio Non resident	Up to 3 hours	Yes	\$147.58	\$152.16	\$19.78	\$15.00	<b>\$186.94</b>	3.1%
		Greater than 3 hours, 8 hrs. max	Yes	\$277.05	\$285.64	\$37.13	\$15.00	<b>\$337.77</b>	3.1%
	Both Studios Resident (includes Kitchen)	Up to 8 hours	Yes	\$452.92	\$466.96	\$60.71	\$15.00	<b>\$542.67</b>	3.1%
	Both Studios Commercial/Non-resident (includes Kitchen)	Up to 8 hours	Yes	\$601.94	\$620.60	\$80.68	\$15.00	<b>\$716.28</b>	3.1%
	<b>Commercial Art Display/Installation</b>	Art Exhibit, Set Up time within any room(s) within building	Hourly, Daily max of \$200	Yes	\$27.18	\$28.03	\$3.64	\$0.00	<b>\$31.67</b>
Art Exhibit, Public Access (no admission fee)		Commission per sale	Yes	\$0.42	\$0.44	\$0.06	\$0.00	<b>\$0.49</b>	3.1%
<b>Kitchen</b>	Resident Kitchen Use - Minimum 2 hours	Per hour	Yes	\$54.32	\$56.00	\$7.28	\$15.00	<b>\$78.28</b>	3.1%
	Non Resident Kitchen Use - Minimum 2 hours	Per hour	Yes	\$54.32	\$56.00	\$7.28	\$15.00	<b>\$78.28</b>	3.1%
<b>Entire Building</b>	Set-up Day	Any part of single day	Yes	\$1,059.85	\$1,092.71	\$142.05	\$15.00	<b>\$1,249.76</b>	3.1%
	Event Day Resident	Full Day Access to regular business hours	Yes	\$2,649.63	\$2,731.76	\$355.13	\$15.00	<b>\$3,101.89</b>	3.1%
	Event Day Non resident	Full Day Access to regular business hours	Yes	\$3,179.55	\$3,278.12	\$426.16	\$15.00	<b>\$3,719.27</b>	3.1%

Notes:

Some Rentals may prevent use of other rooms due to nature of use.

Minimum Hourly booking is 1.5 hrs. Room will be set up by town staff, but must be vacated by end of allotted time.



**TOWN OF NEWMARKET  
2025 USER FEE  
Schedule A (16)**

**Effective Date: January 1, 2025**

**Department: Recreation & Culture**  
**Category: Rentals**  
Key Business: Old Town Hall

OTH MAIN AUDITORIUM	Proposed Newmarket Rates	
	SET-UP/ REHEARSAL	PERFORMANCE
	Each hour/ 3 hour minimum	Each hour/ 4 hour minimum
<b>Resident Subsidized</b>	\$38	\$75
<del>Non Resident Subsidized</del>	\$50	\$100
<b>Resident Standard</b>	\$50	\$100
<b>Non Resident Standard</b>	\$63	\$125

SAMPLE - Single Day
\$509
\$678
\$678
\$848

OTH MAIN AUDITORIUM	WEEKLY RATES* 40 hours with:	
	3 performances maximum 12 perf hrs.	4 performances maximum 16 perf hrs.
	<b>Resident Subsidized</b>	\$1,294
<del>Non Resident Subsidized</del>	\$1,725	\$2,125
<b>Resident Standard</b>	\$1,725	\$2,125
<b>Non Resident Standard</b>	\$2,156	\$2,656

Notes:  
Auditorium rentals include backstage area  
Box office fees are the same as N.T.



**Schedule B – Corporate Services  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Commission: Corporate Services

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>FINANCIAL SERVICES/ PROPERTY TAX and ASSESSMENT</b>							
Accounts Receivable Finance Charges	1.25% monthly on outstanding balance	No	1.25% monthly on outstanding balance	1.25% monthly on outstanding balance	\$0.00	<b>1.25% monthly on outstanding balance +HST</b>	0.0%
Accounts Receivable Collection Charges	16% of the outstanding balance	No	16% of the outstanding balance	16% of the outstanding balance	\$0.00	<b>16% of the outstanding balance +HST</b>	0.0%
Treasurer's Compliance Letter	Each	No	\$88.21	\$90.95	\$0.00	<b>\$90.95</b>	3.1%
Returned Payment	Each	No	\$53.79	\$55.46	\$0.00	<b>\$55.46</b>	3.1%
Verification of Local Improvements	Each	No	\$88.21	\$90.95	\$0.00	<b>\$90.95</b>	3.1%
Financial Services Administrative Fee	16% of invoice	Yes	16% of invoice	16% of invoice	13%	<b>16% of invoice +HST</b>	0.0%
Administration of Developments	5% of Security Requirement, to a maximum amount +HST	Yes	5% of Security Requirement, maximum \$65,000 +HST	5% of Security Requirement, maximum \$65,000 +HST		<b>5% of Security Requirement, maximum \$65,000 +HST</b>	0.0%
Tax Certificate	Each	No	\$88.21	\$90.95	\$0.00	<b>\$90.95</b>	3.1%
Statement of Unpaid Taxes (Arrear Notices)	Each	No	\$5.38	\$7.00	\$0.00	<b>\$7.00</b>	30.2%
Statement of Property Taxes	Each	No	\$21.20	\$21.85	\$0.00	<b>\$21.85</b>	3.1%
Detailed Analysis of Property Tax Account	Per hour	No	\$48.41	\$49.91	\$0.00	<b>\$49.91</b>	3.1%
Update Mortgage Company Information	Each	No	\$16.14	\$16.64	\$0.00	<b>\$16.64</b>	3.1%
Property Tax Administrative Fee- Additions to the Tax Account for Collection	15% of invoice	Yes	16% of invoice	16% of invoice	13%	<b>16% of invoice +HST</b>	0.0%
New Ownership Maintenance Fee	Per account	No	\$31.80	\$32.78	\$0.00	<b>\$32.78</b>	3.1%
Detailed Calculations of Tax Adjustments (other than property owner)	Per tax year	No	\$32.27	\$33.27	\$0.00	<b>\$33.27</b>	3.1%
New Account/Roll Number	Each	No	\$42.39	\$43.71	\$0.00	<b>\$43.71</b>	3.1%
Payment Error Correction Fee	Each	No	\$53.79	\$55.46	\$0.00	<b>\$55.46</b>	3.1%
Assessment Roll Printout	Each	No	\$2.12	\$2.19	\$0.00	<b>\$2.19</b>	3.1%
Tax Bill Reprint	Each	Yes	\$26.50	\$27.32	\$3.55	<b>\$30.87</b>	3.1%
Tax Receipt	Each	No	\$15.90	\$16.40	\$0.00	<b>\$16.40</b>	3.1%
Transfer Utilities to Tax Account	Each	No	\$5.30	\$7.00	\$0.00	<b>\$7.00</b>	32.0%
Title Search	Each	No	\$52.99	\$54.64	\$0.00	<b>\$54.64</b>	3.1%
Rush Tax Certificate	Each	No	\$105.99	\$109.27	\$0.00	<b>\$109.27</b>	3.1%
Post-Dated Cheque Retrieval or Date Change	Each	No	\$31.80	\$32.78	\$0.00	<b>\$32.78</b>	3.1%
Tax Appeal Application	Each	No	\$42.39	\$43.71	\$0.00	<b>\$43.71</b>	3.1%
Property Tax Sales - Final Letter Prior to Registration	Each	No	NEW	\$100.00	\$0.00	<b>\$100.00</b>	NEW

**TOWN OF NEWMARKET  
2025 USER FEES**

Commission: Corporate Services

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Property Tax Sales - Extension Agreement	Each	No	NEW	\$200.00	\$0.00	\$200.00	NEW
Property Tax Sales - Registration Process	Each	No	NEW	Cost	\$0.00	Cost	NEW
Property Tax Sales - Sales/Vesting Process	Each	No	NEW	Cost	\$0.00	Cost	NEW
<b>PROCUREMENT SERVICES</b>							
Quotations, Proposals and Tenders		Yes	Range from \$35 to \$200 depending on the bid type and/or value of the solicitation	Range from \$35 to \$200 depending on the bid type and/or value of the solicitation	13%	Range from \$35 to \$200 depending on the bid type and/or value of the solicitation +HST	0.0%
<b>INFORMATION TECHNOLOGY</b>							
Custom Mapping (minimum charge of 1/2 hour)	Per hour	Yes	\$55.13	\$56.84	\$7.39	\$64.23	3.1%
	Per additional copy (size 8.5x11 to 11x17)	Yes	\$2.19	\$2.26	\$0.29	\$2.55	3.1%
	Per additional copy (larger than 11x17)	Yes	\$5.51	\$5.68	\$0.74	\$6.42	3.1%
Ward Polling Location Map	Per copy	Yes	\$16.83	\$17.36	\$2.26	\$19.61	3.1%
Individual Ward Map	Per copy	Yes	\$16.83	\$17.36	\$2.26	\$19.61	3.1%
Detailed Street Map	Per copy	Yes	\$27.57	\$28.42	\$3.69	\$32.12	3.1%
Municipal Address Map Series	Full set of 42, D sized sheets	Yes	\$137.83	\$142.10	\$18.47	\$160.58	3.1%
	Per sheet (D sized)	Yes	\$7.36	\$7.59	\$0.99	\$8.58	3.1%
	Full set of 42, 11x17	Yes	\$84.35	\$86.97	\$11.31	\$98.27	3.1%
	Per sheet (11x17)	Yes	\$2.19	\$2.26	\$0.29	\$2.55	3.1%
<b>LEGAL SERVICES</b>							
<b>NOTE:</b> All fees and charges listed on this schedule are subject to H.S.T. and are minimum amounts and may be increased based on complexity and nature of the matter as determined by Municipal Solicitor and based on the hourly rate of \$288.00 per lawyer and \$113.00 per law clerk. In addition, the Town recovers the full cost of any disbursements, which include but are not limited to external counsel fees, registration fees, search fees, courier and postage costs, conveyancer fees, and printing fees.							
Registration of a Document	Each	Yes	\$359.33	\$370.46	\$48.16	\$418.62	3.1%
Discharge or Release of a Registered Document	Each	Yes	\$301.51	\$310.86	\$40.41	\$351.27	3.1%
Fee for the preparation of an agreement or other document, including but not limited to Encroachment Agreements and Access Agreements (Note: This fee is in addition to the fee below for the use, rental, lease or license of the Town land that may apply depending on term and nature of access)	Each	Yes	\$1,394 *A non-refundable \$250 minimum deposit is required at the time of the request.	\$1,437	\$186.81	\$1,623.81	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

Commission: Corporate Services

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Fee for the use, rental, lease or license of Town land (Note: This fee is in addition to the fee above related to the preparation of the agreement and may apply depending on term and nature of access)	Each	Yes	NEW	This fee will be consistent with fair market value. Fair market value will be determined by an appraisal, unless an appraisal would not be practical or economical. The cost of the appraisal, where obtained, will be the responsibility of the applicant. Where an appraisal would not be practical or economical, Town staff may determine the value by comparison to similar properties, including Town properties.	13%	This fee will be consistent with fair market value. Fair market value will be determined by an appraisal, unless an appraisal would not be practical or economical. The cost of the appraisal, where obtained, will be the responsibility of the applicant. Where an appraisal would not be practical or economical, Town staff may determine the value by comparison to similar properties, including Town properties + HST	NEW
Renewal or Amendment to an Agreement / Document	Each	Yes	\$702.78	\$724.56	\$94.19	\$818.76	3.1%
Miscellaneous (Legal issues only)	Each	Yes	\$340.05	\$350.59	\$45.58	\$396.17	3.1%

**Schedule C – Public Works and Parks  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Public Works & Parks

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	2025 Base Fee	2025 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2024 FEE BEFORE TAX	TOTAL 2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Parks</b>									
Installation of Banners on Main & Water	Each	\$760.66	\$0.00	Yes	\$737.79	\$760.66	\$98.89	<b>\$859.55</b>	3.1%
Public Tree Preservation Bylaw application inspection/review fee	Each tree	\$443.64	\$0.00	Yes	\$430.30	\$443.64	\$57.67	<b>\$501.31</b>	3.1%
Tree value for trees on public lands proposed for removal as per the Public Tree Preservation Bylaw	200% of the Actual Cost + 15% Admin. Fee + HST	TBD	15%	Yes	TBD	TBD	13%	<b>TBD</b>	NA
Private Tree Application Fee	TBD as Per application	TBD	\$0.00	Yes	TBD	TBD	13%	<b>TBD</b>	NA
Private Tree Application Review Fee	Each Tree	\$103.10	\$0.00	Yes	\$100.00	\$103.10	\$13.40	<b>\$116.50</b>	3.1%
Tree removal for trees on public lands	Minimum \$830.46 plus HST or Actual Cost + 15% Admin. Fee + HST	min \$830.46	possible 15%	Yes	min \$805.49	min \$830.46	\$107.96	<b>\$938.42</b>	3.1%
Stump removal on public lands	Minimum \$277.17 plus HST or Actual Cost + 15% Admin. Fee + HST	min \$277.17	possible 15%	Yes	min \$268.84	min \$277.17	\$36.03	<b>\$313.21</b>	3.1%
Tree planting on Town-owned Lands	Each	\$446.58	\$0.00	Yes	\$433.15	\$446.58	\$58.06	<b>\$504.65</b>	3.1%
Appeal permit refusal to Director	Each	\$0.00	\$55.46	Yes	\$53.79	\$55.46	\$7.21	<b>\$62.67</b>	3.1%
Appeal permit refusal after re-consideration to Committee of Appeals	Each	\$0.00	\$628.16	Yes	\$609.27	\$628.16	\$81.66	<b>\$709.82</b>	3.1%
Tree Policy Compensation amount	Each	\$496.68	\$0.00	Yes	\$481.75	\$496.68	\$64.57	<b>\$561.25</b>	3.1%
Gate Application and Inspection	Each	\$115.21	\$17.28	Yes	\$128.51	\$132.49	\$17.22	<b>\$149.71</b>	3.1%
<b>Celebration Programs</b>									
Celebration Tree (Planting Included)	Each	\$446.58	\$0.00	No	\$433.15	\$446.58	\$0.00	<b>\$446.58</b>	3.1%
Veteran's Memorial Walkway Stones (Large)	Each	\$366.00	\$0.00	Yes	\$354.99	\$366.00	\$47.58	<b>\$413.58</b>	3.1%
Veteran's Memorial Walkway Stones (Small)	Each	\$183.00	\$0.00	Yes	\$177.50	\$183.00	\$23.79	<b>\$206.79</b>	3.1%
Celebration Bench	Each	\$1,800.00	\$0.00	Yes	\$1,310.87	\$1,800.00	\$234.00	<b>\$2,034.00</b>	37.3%
<b>Sewer</b>									
Inspection Fee for Res.& ICI San. Service Installed by Owner	Per residential unit	\$174.96	\$26.25	Yes	\$195.16	\$201.21	\$26.16	<b>\$227.36</b>	3.1%
Removal of blockages in sanitary sewer lateral (if on private property)	Per Inspection	TBA from Contract	15%	Yes	TBD	TBD	13%	<b>TBA from Contract</b>	NA
Sanitary Connection Application	Per application	\$115.21	\$17.28	Yes	\$128.51	\$132.49	\$17.22	<b>\$149.71</b>	3.1%
CCTV Lateral Inspection	Clean out to main line	\$221.82	\$0.00	Yes	\$215.15	\$221.82	\$28.84	<b>\$250.66</b>	3.1%
<b>Water</b>									



**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Public Works & Parks

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	2025 Base Fee	2025 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2024 FEE BEFORE TAX	TOTAL 2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Backflow Valve Test Report Fee (Annually for Severe and Moderate Hazard - Every five years for minor Hazard)	Per test submitted	\$23.56	\$0.00	Yes	\$22.85	\$23.56	\$3.06	\$26.62	3.1%
Cross Connection Control Survey Report Fee (Every five Years with Report Submission)	Per test submitted	\$47.12	\$0.00	Yes	\$45.70	\$47.12	\$6.13	\$53.25	3.1%
Initial Admin for Cross Connection Survey	Per test submitted	\$0.00	\$64.78	Yes	\$62.84	\$64.78	\$8.42	\$73.21	3.1%
Late Fee - Cross Connection Survey	Per test submitted	\$16.68	\$0.00	Yes	\$16.18	\$16.68	\$2.17	\$18.85	3.1%
Late Fee - Test Report	Per test submitted	\$16.68	\$0.00	Yes	\$16.18	\$16.68	\$2.17	\$18.85	3.1%
Water Hydrant flow test not related to existing site plan agreements	Per test	\$224.01	\$33.60	Yes	\$249.87	\$257.61	\$33.49	\$291.10	3.1%
Anti-Tampering Devices -Hydrant/Valve	Each	\$152.14	\$0.00	Yes	\$147.56	\$152.14	\$19.78	\$171.91	3.1%
Watermain Connection Service Line for Residential Water Service (by Town)	Per visit	\$503.55	\$75.53	Yes	\$561.67	\$579.08	\$75.28	\$654.36	3.1%
Water Turn on/Shut-off (working hours)	Per visit	\$49.18	\$7.38	Yes	\$54.85	\$56.55	\$7.35	\$63.91	3.1%
Water Turn on/Shut-off (after hours)	Per visit	\$191.23	\$28.69	Yes	\$213.30	\$219.92	\$28.59	\$248.51	3.1%
Repair/Replace Anti-Tampering device Hydrant or valve	Hydrant	\$564.36	\$0.00	Yes	\$547.39	\$564.36	\$73.37	\$637.72	3.1%
	Valve	\$387.69	\$0.00	Yes	\$376.03	\$387.69	\$50.40	\$438.09	3.1%
Inspection Fee for Residential Water Service Installed by Owner	Per visit	\$149.36	\$22.41	Yes	\$166.61	\$171.77	\$22.33	\$194.10	3.1%
Water Valve Operating After Hours – related to developments	Per visit	\$499.29	\$74.89	Yes	\$556.91	\$574.18	\$74.64	\$648.82	3.1%
Water - Bulk Rate	Per liter	\$0.006049	\$0.00	No	\$0.005844	\$0.006049	\$0.00	\$0.006049	3.5%
Water - Bulk Collection Account set up	Per account	\$0.00	\$24.53	Yes	\$23.79	\$24.53	\$3.19	\$27.72	3.1%
Installation of Hydrant Meter Deposit/Fee		\$2,217.39	\$0.00	No	\$2,150.72	\$2,217.39	\$0.00	\$2,217.39	3.1%
Water Connection Application	Per application	\$0.00	\$132.50	Yes	\$128.52	\$132.50	\$17.22	\$149.72	3.1%
<b>Water Meters</b>									
Installed by Builder/Plumber	16x13 (5/8"x 1/2")	\$456.39	\$0.00	Yes	\$442.67	\$456.39	\$59.33	\$515.72	3.1%
Installed by Builder/Plumber	16x19 (5/8"x3/4")	\$456.39	\$0.00	Yes	\$442.67	\$456.39	\$59.33	\$515.72	3.1%
Installed by Builder/Plumber	19 (3/4")	\$476.03	\$0.00	Yes	\$461.71	\$476.03	\$61.88	\$537.91	3.1%
Installed by Builder/Plumber	25.0 (1")	\$495.65	\$0.00	Yes	\$480.75	\$495.65	\$64.43	\$560.09	3.1%
Installed by Builder/Plumber	38 (1-1/2")	\$2,566.62	\$0.00	Yes	\$2,489.45	\$2,566.62	\$333.66	\$2,900.28	3.1%
Installed by Builder/Plumber	50 (2")	\$3,027.93	\$0.00	Yes	\$2,936.89	\$3,027.93	\$393.63	\$3,421.57	3.1%
75 Compound (3") Installed by Developer	(including cost of strainers)	\$5,079.27	\$0.00	Yes	\$4,926.54	\$5,079.27	\$660.30	\$5,739.57	3.1%
100 Compound (4") Installed by Developer	(including cost of strainers)	\$7,994.32	\$0.00	Yes	\$7,753.95	\$7,994.32	\$1,039.26	\$9,033.58	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Public Works & Parks

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	2025 Base Fee	2025 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2024 FEE BEFORE TAX	TOTAL 2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
100 Fire Rated (4") Installed by Developer	(including cost of strainers)	\$16,796.15	\$0.00	Yes	\$16,291.12	\$16,796.15	\$2,183.50	\$18,979.65	3.1%
150 Compound (6") Installed by Developer	(including cost of strainers)	\$11,061.51	\$0.00	Yes	\$10,728.92	\$11,061.51	\$1,438.00	\$12,499.51	3.1%
150 Fire Rated (6") Installed by Developer	(including cost of strainers)	\$22,358.59	\$0.00	Yes	\$21,686.31	\$22,358.59	\$2,906.62	\$25,265.20	3.1%
200 Compound (8") Installed by Developer	(including cost of strainers)	\$21,112.08	\$0.00	Yes	\$20,477.28	\$21,112.08	\$2,744.57	\$23,856.65	3.1%
200 Fire Rated (8") Installed by Developer	(including cost of strainers)	\$33,474.08	\$0.00	Yes	\$32,467.59	\$33,474.08	\$4,351.63	\$37,825.72	3.1%
250 Compound (10") Installed by Developer	(including cost of strainers)	\$27,246.46	\$0.00	Yes	\$26,427.22	\$27,246.46	\$3,542.04	\$30,788.50	3.1%
250 Fire Rated (10") Installed by Developer	(including cost of strainers)	\$38,725.12	\$0.00	Yes	\$37,560.73	\$38,725.12	\$5,034.26	\$43,759.38	3.1%
Water Meter Testing up to 1" (Test cost and new water meter cost will only be charged to the customer if the meter is found to be working within normal parameters)	Per test	\$251.78	\$37.77	Yes	\$280.84	\$289.55	\$37.64	\$327.19	3.1%
Missed Water Meter Appointment Fee	Per unit	\$34.82	\$5.22	Yes	\$38.84	\$40.04	\$5.21	\$45.25	3.1%
Meter Seal - Return Visit	Per unit	\$174.96	\$26.25	Yes	\$195.16	\$201.21	\$26.16	\$227.36	3.1%
Meter - Installation of MXU Smart point only	Per unit	\$119.48	\$17.92	Yes	\$133.27	\$137.40	\$17.86	\$155.27	3.1%
<b>Solid Waste and Recycling</b>									
White Goods (freezer, stove, etc.)		\$15.04	\$0.00	Yes	\$15.04	\$15.04	\$1.96	\$17.00	0.0%
Commercial & Industrial/Apartment Wheel Carts	64 gallon	\$171.53	\$0.00	Yes	\$166.37	\$171.53	\$22.30	\$193.83	3.1%
	95 gallon	\$182.48	\$0.00	Yes	\$176.99	\$182.48	\$23.72	\$206.20	3.1%
Composters	Standard Size	\$29.20	\$0.00	Yes	\$28.32	\$29.20	\$3.80	\$32.99	3.1%
Large Items	(furniture, mattress, etc.)	\$15.04	\$0.00	Yes	\$15.04	\$15.04	\$1.96	\$17.00	0.0%
Recycling Blue Box	Each	\$14.15	\$0.00	Yes	\$13.72	\$14.15	\$1.84	\$15.98	3.1%
Garbage Bag Tags (Sold in Package of 5)		\$15.00	\$0.00	No	\$15.00	\$15.00	\$0.00	\$15.00	0.0%
Special Refuse Cleanup		\$89.27	\$13.39	Yes	\$100.00	\$102.66	\$13.35	\$116.00	2.7%
Source Separated Organics (SSO)	Large bin	\$26.46	\$0.00	Yes	\$25.66	\$26.46	\$3.44	\$29.89	3.1%
	Kitchen bin	\$7.75	\$0.00	Yes	\$7.52	\$7.75	\$1.01	\$8.76	3.1%
<b>Infrastructure &amp; Environmental</b>									
Municipal Consent (MC)	Per application	\$570.10	\$85.52	Yes	\$635.91	\$655.62	\$85.23	\$740.85	3.1%
MC (Resubmission)	Per application	\$285.05	\$42.76	Yes	\$317.96	\$327.81	\$42.62	\$370.43	3.1%
MC (Extension)	Per application	\$47.51	\$7.13	Yes	\$53.00	\$54.65	\$7.10	\$61.75	3.1%
Road Occupancy Permit (ROP)	Per road segment	\$142.52	\$21.37	Yes	\$158.97	\$163.90	\$21.31	\$185.20	3.1%
ROP Revision or Extension	Per road segment	\$43.40	\$6.51	Yes	\$48.41	\$49.91	\$6.49	\$56.40	3.1%
Inspection	Per road segment	\$166.27	\$24.95	Yes	\$185.47	\$191.22	\$24.86	\$216.08	3.1%
Non-conforming Installation	Per municipal address	\$54.64	\$0.00	No	\$52.99	\$54.64	\$0.00	\$54.64	3.1%
ROP Road Degradation (Life Cycle Losses)									

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Public Works & Parks

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	2025 Base Fee	2025 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2024 FEE BEFORE TAX	TOTAL 2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Road structure - excavation <1.2 m	Per m2		\$0.00	No	\$500.00	\$500.00	\$0.00	\$500.00	0.0%
Road structure - excavation >1.2 m	Per m2		\$0.00	No	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.0%
Road surface < 2 years	Per m2	\$55.46	\$0.00	No	\$53.79	\$55.46	\$0.00	\$55.46	3.1%
Road surface between 2 years and 3 years	Per m2	\$44.37	\$0.00	No	\$43.04	\$44.37	\$0.00	\$44.37	3.1%
Road surface between 4 years and 5 years	Per m2	\$33.27	\$0.00	No	\$32.27	\$33.27	\$0.00	\$33.27	3.1%
Road surface between 6 years and 10 years	Per m2	\$22.18	\$0.00	No	\$21.52	\$22.18	\$0.00	\$22.18	3.1%
Road surface > 10 years	Per m2	\$16.64	\$0.00	No	\$16.14	\$16.64	\$0.00	\$16.64	3.1%
Curb Cut – by Town Contractor	Per cut	\$290.18	\$43.53	Yes	\$323.67	\$333.71	\$43.38	\$377.09	3.1%
Curb Cut - without Approval (Conforms with zoning by law)	Per cut	\$0.00	\$88.34	Yes	\$85.69	\$88.34	\$11.48	\$99.83	3.1%
Curb Cut – without Approval (Does not Conform with zoning by law) (Cost to reinstate/correct damage)	Actual cost	Actual Cost	30%	Yes			13%	Actual cost + Admin + HST	
<b>Roads</b>									
Fire Route/Handicap Signs	Each	\$44.17	\$0.00	Yes	\$42.84	\$44.17	\$5.74	\$49.91	3.1%
Street Name/Stop Signs, Hardware & Post	Each	\$549.64	\$0.00	Yes	\$533.11	\$549.64	\$71.45	\$621.09	3.1%
Anti-Idling Signs	Each	\$49.08	\$0.00	Yes	\$47.61	\$49.08	\$6.38	\$55.46	3.1%
Aerial Crane Trespass	Per month	\$524.37	\$98.89	Yes	\$604.52	\$623.26	\$81.02	\$704.28	3.1%
Road Closure Without Intersection Closure (Including rolling closure)	Per application	\$39.26	\$0.00	Yes	\$38.08	\$39.26	\$5.10	\$44.37	3.1%
Road Closure Including Intersection	Per application	\$201.21	\$0.00	Yes	\$195.16	\$201.21	\$26.16	\$227.36	3.1%
<b>Temporary Designated Smoking Areas</b>									
Signage and first receptacle	Per event, per day	\$55.46	\$0.00	No	\$53.79	\$55.46	\$0.00	\$55.46	3.1%
Each additional receptacle	Per event, per day	\$27.73	\$0.00	No	\$26.89	\$27.73	\$0.00	\$27.73	3.1%



**Schedule D – Engineering Services  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Engineering Services

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Development Engineering Services</b>							
Site Alteration Permit	Owner Occupied Residential	No	\$289.33	\$298.30	\$0.00	\$298.30	3.1%
	All Other Types of Property	No	Site Alteration Permit fee (\$2,150) plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law with HST	Site Alteration Permit fee (\$2,216.65) plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law with HST	\$0.00	<b>Site Alteration Permit fee (\$2,216.65) plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law with HST</b>	3.1%
<b>Other Services</b>							
Emergency Work Performed for Developer or Other	Minimum or Actual	Yes	Minimum \$1,149.26 plus HST or Actual Cost + 15% Admin. Fee + HST	Minimum \$1,184.89 plus HST or Actual Cost + 15% Admin. Fee + HST	13%	<b>Minimum \$1,184.89 plus HST or Actual Cost + 15% Admin. Fee + HST</b>	3.1%
Coordination/administration of private works in Town contract or as part of private works in Region contract.	Minimum or Actual	Yes	\$227.11 minimum + HST or Actual Cost + 15% Admin. Fee + HST	\$234.15 minimum + HST or Actual Cost + 15% Admin. Fee + HST	13%	<b>\$234.15 minimum + HST or Actual Cost + 15% Admin. Fee + HST</b>	3.1%
Coordination/administration of Regional works within Town contracts	18% Admin. Fee + HST	Yes	18% Admin. Fee + HST	18% Admin. Fee + HST	13%	<b>18% Admin. Fee + HST</b>	N/A
Property Information – Assumed/ Unassumed + Release Cert. If requested & available	Per application	Yes	\$197.37	\$203.49	\$26.45	<b>\$229.94</b>	3.1%
Property Information	(legal, environmental, compliance)	Yes	\$197.37	\$203.49	\$26.45	<b>\$229.94</b>	3.1%

**Schedule E – Legislative Services General Fees  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated or established by either Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Vital Statistics</b>							
Death Registration	Each	No	\$33.92	\$34.97	\$0.00	<b>\$34.97</b>	3.1%
<b>General Administration</b>							
Municipal Information - Liquor Application	Each	No	\$195.79	\$201.86	\$0.00	<b>\$201.86</b>	3.1%
Municipal Letter Special Occasion - Liquor	Each	No	\$54.86	\$56.56	\$0.00	<b>\$56.56</b>	3.1%
Ontario Land Tribunal Appeal Fee	Each	No	\$529.93	\$546.35	\$0.00	<b>\$546.35</b>	3.1%
General Administration	Each	No	\$60.24	\$62.11	\$0.00	<b>\$62.11</b>	3.1%
Certificate of Compliance for each property which has had a Property Standard Order	Each	No	\$135.55	\$139.75	\$0.00	<b>\$139.75</b>	3.1%
Certificate of Compliance for each property which has not had a Property Standard Order	Each	No	\$68.31	\$70.42	\$0.00	<b>\$70.42</b>	3.1%
Certificate of Compliance for each property which has had an Order and charges have been laid	Each	No	\$282.92	\$291.69	\$0.00	<b>\$291.69</b>	3.1%
Certificate of Compliance for interior common area(s) which have had a Property Standards Order	Each	No	\$135.55	\$139.75	\$0.00	<b>\$139.75</b>	3.1%
Certificate of Compliance for interior common area(s) which have not had an Order	Each	No	\$68.31	\$70.42	\$0.00	<b>\$70.42</b>	3.1%
Certificate of Compliance for interior common area(s) which have had an Order and charges have been laid	Each	No	\$282.92	\$291.69	\$0.00	<b>\$291.69</b>	3.1%
Certificate of Compliance for accessory building(s) or other structure(s) which have had a Property Standards Order	Each	No	\$135.55	\$139.75	\$0.00	<b>\$139.75</b>	3.1%
Certificate of Compliance for accessory building(s) or other structure(s) which have not had an Order	Each	No	\$68.31	\$70.42	\$0.00	<b>\$70.42</b>	3.1%



**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated or established by either Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Certificate of Compliance for accessory building(s) or other structure(s) which have had an Order and charges have been laid	Each	No	\$275.66	\$284.21	\$0.00	<b>\$284.21</b>	3.1%
Property Standards Appeal Fee	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
Property Standards Reinspection Fee	Each	No	\$195.79	\$201.86	\$0.00	<b>\$201.86</b>	3.1%
Private Parking Administration Fee	Each	No	\$118.33	\$122.00	\$0.00	<b>\$122.00</b>	3.1%
By-law Reinspection Fee	Each	No	\$84.98	\$87.62	\$0.00	<b>\$87.62</b>	3.1%
Garbage Administration(large articles)	Each	No	\$62.39	\$64.33	\$0.00	<b>\$64.33</b>	3.1%
Animal Control - Appeal	Each	No	\$137.70	\$141.97	\$0.00	<b>\$141.97</b>	3.1%
Licensing Appeal	Each	No	\$137.70	\$141.97	\$0.00	<b>\$141.97</b>	3.1%
<b>Noise</b>							
Noise Exemption Application	Each	No	\$80.68	\$83.18	\$0.00	<b>\$83.18</b>	3.1%
Noise Permit Fee for one day Event		No	\$27.43	\$28.28	\$0.00	<b>\$28.28</b>	3.1%
Noise Permit Fee for two to five day Event	Each	No	\$66.16	\$68.21	\$0.00	<b>\$68.21</b>	3.1%
Noise Permit Fee for Construction - 1 day	Each	No	\$84.98	\$87.62	\$0.00	<b>\$87.62</b>	3.1%
Noise Permit Fee for Construction - under 6 months	Each	No	\$165.40	\$170.53	\$0.00	<b>\$170.53</b>	3.1%
Noise Permit Fee for Construction - over 6 months	Each	No	\$247.96	\$255.65	\$0.00	<b>\$255.65</b>	3.1%
<b>Pools</b>							
Permit Fee - Above Ground Pool	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
Permit Fee - Hot Tub	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
Permit Fee - Inflatable Pool	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
Permit Fee - In Ground Pool	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
Permit Fee - Ponds	Each	No	\$190.41	\$196.31	\$0.00	<b>\$196.31</b>	3.1%
<b>Signs</b>							
Sign By-law Exemption Fee	Each	No	\$195.79	\$201.86	\$0.00	<b>\$201.86</b>	3.1%
Ground Sign	Each Sign	No	\$503.45	\$519.06	\$0.00	<b>\$519.06</b>	3.1%
Fascia Sign	Each Sign	No	\$503.45	\$519.06	\$0.00	<b>\$519.06</b>	3.1%
Mural Sign	Each Sign	No	\$503.45	\$519.06	\$0.00	<b>\$519.06</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Projecting Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
Construction Information Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
Hoarding Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
New Home Development Sign	Each	No	\$126.93	\$130.87	\$0.00	\$130.87	3.1%
Development Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
Subdivision Development Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
Portable Sign	Each	No	\$126.93	\$130.87	\$0.00	\$130.87	3.1%
Mobile Sign	Each	No	\$126.93	\$130.87	\$0.00	\$130.87	3.1%
Inflatable Sign	Each	No	\$503.45	\$519.06	\$0.00	\$519.06	3.1%
Banner Sign	Each	No	\$126.93	\$130.87	\$0.00	\$130.87	3.1%
Election Sign Permit Fee	Each	No	\$258.50	\$266.51	\$0.00	\$266.51	3.1%
Election Sign Removal	Per sign	No	\$25.85	\$26.65	\$0.00	\$26.65	3.1%
Billboard Sign	Each	No	\$1,895.47	\$1,954.23	\$0.00	\$1,954.23	3.1%
Billboard Sign Renewal	Every 5 years	No	\$632.54	\$652.15	\$0.00	\$652.15	3.1%
Variance Fee - Staff Review	Per review	No	\$316.27	\$326.07	\$0.00	\$326.07	3.1%
Variance Fee - Committee	Per review	No	\$632.54	\$652.15	\$0.00	\$652.15	3.1%
Sign Removal	Each	No	\$190.41	\$196.31	\$0.00	\$196.31	3.1%
Lens Replacement	Each	No	\$251.73	\$259.53	\$0.00	\$259.53	3.1%
<b>Parking Enforcement</b>							
Parking Enforcement Private Special Events (minimum 3 hours)	Per hour	No	\$57.28	\$59.06	\$0.00	\$59.06	3.1%
Parking Enforcement Charities & Non-Profit Organizations (minimum 3 hours)	Per hour	No	\$40.87	\$42.14	\$0.00	\$42.14	3.1%
Parking Enforcement Filming (minimum 3 hours)	Per hour	No	\$69.38	\$71.53	\$0.00	\$71.53	3.1%
<b>Parking Exemptions</b>							
Parking Exemption - 24 - hour period		No	\$5.17	\$5.00	\$0.00	\$5.00	-3.3%
Parking Exemption - 5 - day period		No	\$15.51	\$15.00	\$0.00	\$15.00	-3.3%
<b>Filming Fees</b>							
Application Fee		No	NEW	\$150.00	\$0.00	\$150.00	NEW
Film Permit Fee	Per day of filming	No	NEW	\$500.00	\$0.00	\$500.00	NEW

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Special Film Zone Impact Fee	Per member of cast and crew, per day of filming	No	NEW	\$50.00	\$0.00	\$50.00	NEW
Impact Fee (for 100+ cast and crew)	Per day of filming	No	NEW	\$2,000.00	\$0.00	\$2,000.00	NEW
High Impact Fee (for 200+ cast and crew)	Per day of filming	No	NEW	\$4,000.00	\$0.00	\$4,000.00	NEW
Local Film Licence	Annually	No	NEW	\$500.00	\$0.00	\$500.00	NEW
Local Film Licence Holder – Special Film Zone Impact Fee	Per member of cast and crew	No	NEW	\$50.00	\$0.00	\$50.00	NEW
Local Film Licence Holder – Impact Fee (for 100+ case and crew)		No	NEW	\$2,000.00	\$0.00	\$2,000.00	NEW
Local Film Licence Holder – High Impact Fee (for 200+ cast and crew)		No	NEW	\$4,000.00	\$0.00	\$4,000.00	NEW
Late fee Surcharge (applied to filming requests that do not meet timelines established)		No	NEW	20% surcharge added to total fees imposed if application is approved	\$0.00	20% surcharge added to total fees imposed if application is approved	NEW
Minor Special Effects Deposit		No	NEW	\$5,000.00	\$0.00	\$5,000.00	NEW
Major Special Effects Deposit		No	NEW	\$20,000.00	\$0.00	\$20,000.00	NEW
<b>Fence</b>							
Application for Fence Variance	Each	No	\$308.74	\$318.31	\$0.00	\$318.31	3.1%
Request for an Appeal to the Appeal Committee	Each	No	\$617.48	\$636.63	\$0.00	\$636.63	3.1%
Administration fee for fail to Appear to Hearing	Each	No	\$107.58	\$110.91	\$0.00	\$110.91	3.1%
<b>Registration of Accessory Dwelling Units</b>							
Application (Non-refundable)	Each	No	\$268.93	\$277.27	\$0.00	\$277.27	3.1%
Lost identification plate	Each	No	\$11.02	\$11.36	\$0.00	\$11.36	3.1%
Registration Letter (Resale)	Each	No	\$22.06	\$22.74	\$0.00	\$22.74	3.1%
Accessory Dwelling Unit Appeal	Each	No	\$110.27	\$113.68	\$0.00	\$113.68	3.1%
<b>Marriages</b>							
Marriage Licence (resident)	Each licence	No	\$158.98	\$163.91	\$0.00	\$163.91	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated or established by either Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Marriage Licence (non-resident)	Each licence	No	\$174.88	\$180.30	\$0.00	\$180.30	3.1%
Civil Marriage Solemnization Service Fee	Per service	Yes	\$476.93	\$491.72	\$63.92	\$555.64	3.1%
Witness Fee	Per person	Yes	\$61.47	\$63.38	\$8.24	\$71.62	3.1%
Rehearsal Fee for offsite	Per service	Yes	\$91.15	\$93.97	\$12.22	\$106.19	3.1%
Marriage Licence/Ceremony package	Per service	Yes	\$588.22	\$606.46	\$78.84	\$685.30	3.1%
Recording/Videotaping a ceremony or celebration	Per service	Yes	\$26.50	\$27.32	\$3.55	\$30.87	3.1%
Renewal of vows celebration package	Per service	Yes	\$476.93	\$491.72	\$63.92	\$555.64	3.1%
Administration fee to be charged for change of wedding/ celebration date within 7 days		Yes	\$31.80	\$32.78	\$4.26	\$37.04	3.1%
Administration fee to be charged for cancellation before consultation		Yes	\$61.47	\$63.38	\$8.24	\$71.62	3.1%
Administration fee to be charged for cancellation after consultation		Yes	\$182.29	\$187.95	\$24.43	\$212.38	3.1%
Cancellation of ceremony the day of/no show		Yes	\$476.93	\$491.72	\$63.92	\$555.64	3.1%
Cancellation of witnesses		Yes	\$52.99	\$54.64	\$7.10	\$61.74	3.1%
<b>Lottery Licences</b>							
Bingo	% from OLG	No				% from OLG	
Nevada	3% of the prize value	No				3% of the prize value	
Raffle	3% of the prize value	No				3% of the prize value	
<b>Election Candidate Nominations</b>							
	Mayor	No				\$0.00	N/A
	Regional Councillor	No				\$0.00	N/A
	Councillor	No				\$0.00	N/A
<b>Freedom of Information</b>							
Application	Each	No				\$5.00	N/A
Photo Copies	Per page	No				\$0.20	N/A
CD (USB)	Per disk	No				\$10.00	N/A

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Legislative Services - General Fees

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated or established by either Provincial legislation or third party.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAXES	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Manually Searching Records \$7.50 per ¼ hour	Per hour	No				\$7.50	N/A
Preparation of Record of Disclosure	Per hour	No				\$7.50	N/A
Developing a Computer Program \$15.00 per ¼ hour	Per hour	No				\$7.50	N/A



**Schedule F – Fire Services User Fees  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Fire Services

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated by the Ministry of Transportation (MTO)

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Fire Education and Prevention</b>									
Apartment/Office Inspections Base Building	When Fire and Emergency Services receives a request to conduct an inspection of a Apartment / Office Building or Base Building, the property owner will be charged the fees outlined in this schedule.	One to five storey premises	Yes	\$394.97	\$407.21	\$0.00	\$52.94	<b>\$460.15</b>	3.1%
		Six or more storey premises	Yes	\$526.63	\$542.95	\$0.00	\$70.58	<b>\$613.54</b>	3.1%
		Each additional unit	Yes	\$100.83	\$103.95	\$0.00	\$13.51	<b>\$117.46</b>	3.1%
		Day Care Home Inspection	Yes	\$106.54	\$109.85	\$0.00	\$14.28	<b>\$124.13</b>	3.1%
		Day Nursery Inspection	Yes	\$106.54	\$109.85	\$0.00	\$14.28	<b>\$124.13</b>	3.1%
Request for Report	When Fire and Emergency Services receives a request to fax, email or mail a report (i.e. standard incident report) the requestor will be charged the fees outlined in this schedule.	Faxing or Mailing Reports	Yes	\$53.27	\$54.92	\$0.00	\$7.14	<b>\$62.06</b>	3.1%
Property File Search	When Fire and Emergency Services receives a request for a file search and response. (i.e. file search and response letter to determine if a property has any noted violations) the requestor will be charged the fees outlined in this schedule.	File Search and Response	Yes	\$104.35	\$107.59	\$0.00	\$13.99	<b>\$121.57</b>	3.1%
Retrofit Inspections (9.5, 9.6)	When the Fire and Emergency Services receives a request to conduct an inspection in accordance with Part 9 of the Ontario Fire Code, the property owner will be charged the fees outlined in this schedule.		Yes	\$403.25	\$415.75	\$0.00	\$54.05	<b>\$469.80</b>	3.1%
Retrofit Inspections (9.8)	When Fire and Emergency Services receives a request to conduct an inspection in Newmarket in accordance with By-Law 2013-13 for the registration of Accessory Dwelling Units (ADU's) OR in Aurora in accordance with By-Law 5221-10 for registration of second suites, the property owner will be charged the fees outlined in this schedule.		Yes	\$215.07	\$221.74	\$0.00	\$28.83	<b>\$250.57</b>	3.1%
Fireworks Permit Fee	When Fire and Emergency services receives a request to review a Display Fireworks Permit application in Newmarket in accordance with By-law 2002-51 OR in Aurora in accordance with By-law 4736-05 the fireworks provider requesting the permit will be charged the fees outlined in this schedule.		No	\$119.58	\$123.29	\$0.00	\$0.00	<b>\$123.29</b>	3.1%
Extinguisher Training Using Classroom and Burn Pan	When Fire and Emergency Services provides fire extinguisher training to a requestor, the following fee will be charged the fees outlined in this schedule.	Per session up to 20 people with own extinguishers	Yes	\$401.38	\$413.82	\$0.00	\$53.80	<b>\$467.62</b>	3.1%



**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Fire Services

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated by the Ministry of Transportation (MTO)

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Industrial & Commercial Inspection	When Fire and Emergency Services receives a request to conduct an inspection of a industrial or commercial unit, the property owner will be charged the fees outlined in this schedule.	Per single industrial unit	Yes	\$107.05	\$110.37	\$0.00	\$14.35	\$124.72	3.1%
		Each additional unit	Yes	\$106.54	\$109.85	\$0.00	\$14.28	\$124.13	3.1%
		LLBO Inspections	Yes	\$142.06	\$146.47	\$0.00	\$19.04	\$165.51	3.1%
<b>Fire Protection and Response</b>									
Provincial Highway Accident Responses (Ministry of Transportation)	Fees and charges to be set by the Ministry of Transportation.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	No	\$559.86	\$559.86	\$0.00	\$0.00	\$559.86	0.0%
Emergency Response to a motor vehicle collision (Regional and Municipal roads)	Refer to By-Law 2019-60 and 2019-61, fees and charges will be charged according to this schedule.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%
Natural Gas Leaks Response	When Fire and Emergency Services attends an incident in response to a natural gas leak, and upon conducting an investigation, CYFS determines that due diligence was not exercised the property owner and/or party responsible shall be charged the fees stipulated in this schedule.	Flat rate. Per hour/per fire truck	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%
Hydro Incidents (down hydro lines)	When Fire and Emergency Services responds to a hydro incident (down wires), and if stand-by is required for an extended period of time (at the discretion of the Fire Chief or designate) to keep the scene safe then the local utility will be charged according to this schedule.	Flat rate. Per hour/per fire truck	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%
Drug Labs/Grow Ops/Clandestine Labs	When Fire and Emergency Services is requested to stand-by and provide fire protection services to ensure the scene remains safe, the property owner and/or party responsible will be charged the fees outlined in this schedule.	Flat rate. Per hour/per fire truck	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%
Elevator Rescue (non-emergency)	When Fire and Emergency Services attends a property in response to a stalled/malfunction elevator and determines the confined individual(s) do not require medical attention, CYFS will assist in patient(s) evacuation. If CYFS is not successful in the evacuation of patient(s), CYFS will remain on scene until the arrival of a responsible elevator representative/company. The property owner shall be charged the fees as stipulated in this schedule.	Flat Rate	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: Fire Services

Effective Date: January 1, 2025

Note: Shaded areas indicate fees regulated by the Ministry of Transportation (MTO)

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
False Alarm (preventable cause)	<p>For the purpose of this schedule, a false alarm means the activation of a fire alarm or emergency system which occurs without just cause, including where there is no fire, carbon monoxide or other emergency situations.</p> <p>Fire and Emergency services shall charge a property owner the false alarm fee stipulated in this schedule if upon attending a property in response to the activation of a fire alarm or emergency system and it is determined it is was a false alarm.</p> <p>Where a false alarm is triggered as a result of work being conducted on a fire alarm or emergency system and CYFS attends to the property in response to the false alarm, the property owner shall be charged the false alarm fee stipulated in this schedule.</p> <p>The false alarm fee will not be charged for the first and second occurrence of the false alarm at a property, but will be charged for subsequent false alarm occurrence within the same calendar year.</p>	Flat Rate	No	\$559.86	\$559.86	\$25.00	\$0.00	<b>\$584.86</b>	0.0%
Hazardous Materials Response	<p>When Fire and Emergency Services responds to an incident or an emergency, and a hazardous material response is provided, CYFS shall charge the fees stipulated in this schedule to anyone or more of the following: the property owner, the vehicle owner insurance or directly to the vehicle owner in order to recover payment.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, the use of combustible material, other than water and medical supplies, are used to suppress or extinguish a fire, preserve property, prevent a fire from spreading or otherwise control or eliminate and emergency, the expenses incurred by CYFS for using consumable materials shall be recovered as a fee.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, damages or contaminations of equipment occurs, the expenses incurred by CYFS for cleaning and decontamination or replacement of equipment, as applicable, and shall be recovered as a fee.</p>	Flat rate. Per hour/per fire truck	No	\$559.86	\$559.86	\$25.00	\$0.00	<b>\$584.86</b>	0.0%
Outdoor Burning - By-law 2009-64	<p>When Fire and Emergency services proceeds/responds to an incident within the calendar year, and upon investigation fire personnel determine that the By-law 2009-64 is in contravention, a fee will be charged according to this schedule.</p> <p>1st Response - Verbal warning by fire crew Warning and educational letter to be issued.</p> <p>2nd Response and subsequent - Within calendar year the property owner shall pay the fee as per this schedule.</p>	Flat Rate	No	\$559.86	\$559.86	\$25.00	\$0.00	<b>\$584.86</b>	0.0%

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: **Fire Services**

Effective Date: **January 1, 2025**

Note: Shaded areas indicate fees regulated by the Ministry of Transportation (MTO)

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Fire Marque - Identification Technology	Recovery of costs related to emergency response (including damage or loss of equipment, consumables) from insurance companies. Should the insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative.	Flat rate. Per hour/per fire truck	No	NEW	\$559.86	\$25.00	\$0.00	\$584.86	NEW
Miscellaneous									
Extraordinary Expenses	When Fire and Emergency Services responds to a fire or other emergency at a property (including gas leaks, cut mains and clandestine drug operations) and determines, or the Fire Chief or his/her Designate determines, that it is necessary to retain a private contractor, or rent special equipment, or use consumable materials other than water and medical supplies, in order to suppress or extinguish a fire, preserve property, carry out investigations or prevent a fire from spreading or otherwise control or eliminate an emergency or damage equipment owned by CYFS, the Owner or responsible person, shall be charged those expenses, plus applicable taxes.								
*Post Fire Investigations	In accordance with the Fire Protection and Prevention Act, all fires need to be investigated to determine origin and cause.  Upon conducting an investigation and/or scene preservation and CYFS determines that due diligence was not exercised, the property owner and/or party responsible shall be charged the fees stipulated in this schedule.  The Fire Chief or designate will have the delegated authority to apply at their discretion the applicable fees as set in this schedule from the outcome of the investigation.	Flat rate. Per hour/per fire truck	No	\$559.86	\$559.86	\$25.00	\$0.00	\$584.86	0.0%
Multi-purpose Smoke and Carbon Monoxide Alarms	When Fire and Emergency Services determine upon investigation that a property is not in compliance with the Ontario Fire Code, then CYFS will provide a combination smoke/carbon monoxide alarm to bring the property temporarily up to compliance until further investigation by the Fire Prevention Division. The alarm provided will be a 10 Year Sealed Battery Slim Design Photoelectric Smoke & CO Alarm (First Alert).	Per unit	Yes	\$24.98	\$25.76	\$0.00	\$3.35	\$29.10	3.1%
Paid Duty Truck Stand-by	For the provision of a stand-by crew and fire apparatus, other than an emergency response, for a private company, community group, developer, industry or provincial government. Stand-by location must be within CYFS jurisdiction.  All fire apparatus stand-by requests are subject to availability as well as pre-approved by CYFS, the requestor will be charged the fee in this schedule.	Flat Rate	No	\$540.41	\$557.16	\$0.00	\$0.00	\$557.16	3.1%



**Schedule G – Planning Services Fees and Charges  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

**Department: Planning Services**

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Compensation under the Woodlot Preservation By-Law 2007-71	per tree	Yes	\$3,996.00	\$4,119.88	\$535.58	<b>\$4,655.46</b>	3.1%
Woodlot Preservation Application (By-Law 2007-71)	Per tree	Yes	\$150.62	\$155.29	\$20.19	<b>\$175.48</b>	3.1%
Tree Preservation, Protection, Replacement and Enhancement Policy Compensation	Refer to Schedule 'D' (Public Works Services) for amount of compensation per tree.						

**Schedule H – Other General Fees – All Departments  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

Department: All Departments

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Plan Reproduction:</b>							
24" x 36" sheet – for first sheet	Per sheet	<b>Yes</b>	\$20.64	\$21.27	\$2.77	<b>\$24.04</b>	3.1%
Additional sheets	Per sheet	<b>Yes</b>	\$10.31	\$10.63	\$1.38	<b>\$12.01</b>	3.1%
36" x 42" sheet – for first sheet	Per sheet	<b>Yes</b>	\$20.64	\$21.27	\$2.77	<b>\$24.04</b>	3.1%
Additional sheets	Per sheet	<b>Yes</b>	\$10.31	\$10.63	\$1.38	<b>\$12.01</b>	3.1%
Photocopy	Per copy	<b>Yes</b>	\$1.18	\$1.21	\$0.16	<b>\$1.37</b>	3.1%



**Schedule I –Legislative Services – Licensing Fees  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES**

DEPARTMENT: Legislative Services - Licensing Fees

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Adult Entertainment Parlours</b>							
Owner*	Each	No	\$688.48	\$709.82	\$0.00	<b>\$709.82</b>	3.1%
Owner/Operator*	Each	No	\$554.01	\$571.18	\$0.00	<b>\$571.18</b>	3.1%
Operator*	Each	No	\$413.08	\$425.89	\$0.00	<b>\$425.89</b>	3.1%
Entertainer	Each	No	\$282.92	\$291.69	\$0.00	<b>\$291.69</b>	3.1%
<b>Adult Videos</b>							
Store*	Each	No	\$481.94	\$496.88	\$0.00	<b>\$496.88</b>	3.1%
Video Tape Store-where provision of Adult Videotapes is only incidental to the carrying on of the business of the provision of videotapes*	Each	No	\$423.85	\$436.99	\$0.00	<b>\$436.99</b>	3.1%
<b>Animal Licensing</b>							
Standard Dog or Cat over 4 months (non-refundable)	Each	No	\$37.10	\$38.25	\$0.00	<b>\$38.25</b>	3.1%
Seniors/Special Rate Dog or Cat over 4 months (non-refundable)	Each	No	\$31.80	\$32.78	\$0.00	<b>\$32.78</b>	3.1%
Dog or Cat transfer from other Municipality (non-refundable)	Each	No	\$5.30	\$5.47	\$0.00	<b>\$5.47</b>	3.1%
Dog or Cat replacement tag (non-refundable)	Each	No	\$5.30	\$5.47	\$0.00	<b>\$5.47</b>	3.1%
<b>CARNIVAL</b>	Each	No	\$306.59	\$316.10	\$0.00	<b>\$316.10</b>	3.1%
<b>Catering/ Refreshment Vehicles</b>							
Cart/Vehicle/Bicycle*	Each	No	\$352.84	\$363.78	\$0.00	<b>\$363.78</b>	3.1%
Refreshment Special Occasion Permit	Each	No	\$90.36	\$93.16	\$0.00	<b>\$93.16</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Clothing Donation Bins</b>							
Clothing Donation Bin	Each	No	\$250.65	\$258.42	\$0.00	<b>\$258.42</b>	3.1%
Clothing Donation Bin - Charities	Each	No	\$93.59	\$96.49	\$0.00	<b>\$96.49</b>	3.1%
Clothing Donation Bin - Change Location	Each	No	\$63.47	\$65.43	\$0.00	<b>\$65.43</b>	3.1%
Clothing Donation Bin - Impound Fee per Bin	Each	No	\$107.58	\$110.91	\$0.00	<b>\$110.91</b>	3.1%
Clothing Donation Bin - Daily Storage Fee per Bin	Each	No	\$21.52	\$22.18	\$0.00	<b>\$22.18</b>	3.1%
<b>Driving School Instructor</b>							
Driving School Instructor	Each	No	\$137.70	\$141.97	\$0.00	<b>\$141.97</b>	3.1%
Replacement Plate	Each	No	\$91.44	\$94.27	\$0.00	<b>\$94.27</b>	3.1%
Vehicle transfer	Each	No	\$195.79	\$201.86	\$0.00	<b>\$201.86</b>	3.1%
<b>Fireworks</b>							
Mobile Sales Premise	Each	No	\$413.08	\$425.89	\$0.00	<b>\$425.89</b>	3.1%
Temporary Sales Premise	Each	No	\$413.08	\$425.89	\$0.00	<b>\$425.89</b>	3.1%
Permanent Sales Premise	Each	No	\$413.08	\$425.89	\$0.00	<b>\$425.89</b>	3.1%
<b>Hawkers &amp; Pedlar</b>							
Class A operator	Each	No	\$470.10	\$484.67	\$0.00	<b>\$484.67</b>	3.1%
Employer License	Each	No	\$338.86	\$349.37	\$0.00	<b>\$349.37</b>	3.1%
Class B "Special Sale" Per Day	Each	No	\$121.56	\$125.33	\$0.00	<b>\$125.33</b>	3.1%
Class B "Special Sale" Maximum of 7 days	Each	No	\$413.08	\$425.89	\$0.00	<b>\$425.89</b>	3.1%
Class C "Shopping Mall"	Each	No	\$484.09	\$499.09	\$0.00	<b>\$499.09</b>	3.1%
Class D "Shopping Mall"	Each	No	\$433.53	\$446.96	\$0.00	<b>\$446.96</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

DEPARTMENT: Legislative Services - Licensing Fees

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Class E "Show Sale"	Each	No	\$459.34	\$473.58	\$0.00	<b>\$473.58</b>	3.1%
Lost Picture ID	Each	No	\$26.89	\$27.73	\$0.00	<b>\$27.73</b>	3.1%
<b>Limousine Companies</b>							
Initial License Fee (one-time)	Each	No	\$1,075.75	\$1,109.10	\$0.00	<b>\$1,109.10</b>	3.1%
Annual Renewal Licence Fee	Each	No	\$537.88	\$554.55	\$0.00	<b>\$554.55</b>	3.1%
Mobile Business License - Other Classification	Each	No	\$161.37	\$166.37	\$0.00	<b>\$166.37</b>	3.1%
<b>Newspaper Boxes</b>	Each	No	\$62.39	\$64.33	\$0.00	<b>\$64.33</b>	3.1%
Newspaper Box - Impound fee per box	Each	No	\$67.77	\$69.87	\$0.00	<b>\$69.87</b>	3.1%
Newspaper Box - Daily storage fee per box	Each	No	\$21.52	\$22.18	\$0.00	<b>\$22.18</b>	3.1%
<b>OUTDOOR SERVING AREAS*</b>	Each	No	\$402.33	\$414.80	\$0.00	<b>\$414.80</b>	3.1%
<b>Personal Wellness Centre</b>	Each	No	\$161.37	\$166.37	\$0.00	<b>\$166.37</b>	3.1%
<b>Pet Stores</b>	Each	No	\$161.37	\$166.37	\$0.00	<b>\$166.37</b>	3.1%
<b>SECOND HAND GOODS SHOPS &amp; DEALERS*</b>	Each	No	\$492.69	\$507.96	\$0.00	<b>\$507.96</b>	3.1%
<b>Short Term Rentals</b>							
STR Companies One-Time Licence Fee	Each	No	\$5,299.25	\$5,463.53	\$0.00	<b>\$5,463.53</b>	3.1%
STR Booking Fees - \$1 Dollar for each night booked (per bedroom)	Each	No	\$1.00	\$1.03	\$0.00	<b>\$1.03</b>	3.1%
<b>Short Term Rental Operators</b>							
1 Bedroom	Each	No	\$107.58	\$110.91	\$0.00	<b>\$110.91</b>	3.1%
2 Bedrooms	Each	No	\$215.15	\$221.82	\$0.00	<b>\$221.82</b>	3.1%
3 Bedrooms	Each	No	\$322.72	\$332.73	\$0.00	<b>\$332.73</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Taxicab Companies</b>							
Taxicab Company Annual License Fee (1-9 vehicles)	Each	No	\$1,075.75	\$1,109.10	\$0.00	<b>\$1,109.10</b>	3.1%
Taxicab Company Annual License Fee (10-19 vehicles)	Each	No	\$2,151.50	\$2,218.19	\$0.00	<b>\$2,218.19</b>	3.1%
Taxicab Company Annual Fee (20+ vehicles)	Each	No	\$3,227.25	\$3,327.29	\$0.00	<b>\$3,327.29</b>	3.1%
<b>Tow Truck Companies</b>							
Tow Truck Company New Application License Fee (1-3 vehicles)	Each	No	\$1,075.75	\$1,109.10	\$0.00	<b>\$1,109.10</b>	3.1%
Tow Truck Company Annual Renewal License Fee (1-3 vehicles)	Each	No	\$806.81	\$831.82	\$0.00	<b>\$831.82</b>	3.1%
Tow Truck Company New Application License Fee (4-6 vehicles)	Each	No	\$2,151.50	\$2,218.19	\$0.00	<b>\$2,218.19</b>	3.1%
Tow Truck Company Annual Renewal License Fee (4-6 vehicles)	Each	No	\$1,613.62	\$1,663.64	\$0.00	<b>\$1,663.64</b>	3.1%
Tow Truck Company New Application License Fee (7-9 vehicles)	Each	No	\$3,227.25	\$3,327.29	\$0.00	<b>\$3,327.29</b>	3.1%
Tow Truck Company Annual Renewal License Fee (7-9 vehicles)	Each	No	\$2,420.43	\$2,495.46	\$0.00	<b>\$2,495.46</b>	3.1%
Tow Truck Company New Application License Fee (10+ vehicles)	Each	No	\$4,302.99	\$4,436.38	\$0.00	<b>\$4,436.38</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES**

**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2024 FEE BEFORE TAX	2025 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Tow Truck Company Annual Renewal License Fee (10+ vehicles)	Each	No	\$3,227.25	\$3,327.29	\$0.00	<b>\$3,327.29</b>	3.1%
<b>Transportation Network Companies (TNCS)</b>							
TNC Annual Licence Fee	Each	No	\$21,514.96	\$22,181.92	\$0.00	<b>\$22,181.92</b>	3.1%
Per Trip Fee	Each	No	\$0.30	\$0.31	\$0.00	<b>\$0.31</b>	3.1%
*Late Payment Fee for some classes of licenses		No	\$26.89	\$27.73	\$0.00	<b>\$27.73</b>	3.1%

**Schedule J – Building Permit Fees  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET**  
**2025 COST RECOVERY USER FEES**  
[Amending Schedule 'A' of Bylaw 2023-73]

DEPARTMENT: **BUILDING SERVICES DIVISION**

Effective Date: **January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	2025 COST RECOVERY FEES	2024 JULY COST RECOVERY FEES	% INCREASE	SUBJECT TO HST YES/NO
<b>Minimum Application Downpayment (Minimum Fees are Non-refundable)</b>					
For any application with a Estimated Construction Value less than or equal to \$50k		\$200.00	\$200.00	0.0%	No
For any application with a Estimated Construction Value more than \$50k to \$500k		\$500.00	\$500.00	0.0%	No
All other applications		\$1,000.00	\$1,000.00	0.0%	No
<b>GROUP "A" ASSEMBLY</b>					
NEW ASSEMBLY BUILDINGS, ADDITIONS & ACCESSORY STRUCTURES: [Recreation Facilities, Schools, Libraries, Places of Worship, Restaurants, Theatres, Arenas, Regulated Swimming Pools, Gymnasiums, etc.]		\$20.98	\$20.35	3.1%	No
ASSEMBLY ALTERATIONS OR RENOVATIONS		\$6.20	\$6.01	3.1%	No
<b>GROUP "B" INSTITUTIONAL</b>					
NEW INSTITUTIONAL BUILDINGS, ADDITIONS & ACCESSORY STRUCTURES: Hospitals, Nursing Homes, Jails and other Care Buildings		\$24.43	\$23.70	3.1%	No
INSTITUTIONAL ALTERATIONS OR RENOVATIONS		\$6.20	\$6.01	3.1%	No
<b>GROUP "C" RESIDENTIAL</b>					
RESIDENTIAL LOW-RISE, ADDITIONS & ACCESSORY STRUCTURES (3 Stories or less PART 9): [Detached Dwellings, Semi-Detached Dwellings, Townhouses, Duplexes, Live/Work Units, etc.]		\$20.61	\$19.99	3.1%	No
Residential Accessory Dwelling Units (within an existing space):	Flat Fee per Unit	\$1,000.00	\$1,000.00	0.0%	No
Residential Roof Solar Panels:	Flat Fee per Unit	\$200.00	\$200.00	0.0%	No
RESIDENTIAL MID & HIGH-RISE, ADDITIONS & ACCESSORY STRUCTURES (4 Stories or more PART 3): [Including, but regardless of height; Stacked Townhouses, Motels, Hotels, Retirement Homes, etc.]		\$25.75	\$24.98	3.1%	No
RESIDENTIAL ALTERATIONS OR RENOVATIONS:		\$6.20	\$6.01	3.1%	No
<b>GROUP "D" BUSINESS &amp; SERVICES</b>					
BUSINESS Shell		\$15.04	\$14.59	3.1%	No
Business Finished		\$18.81	\$18.24	3.1%	No
Business Alteration, Renovation, Interior Finish, Unit Finish		\$6.20	\$6.01	3.1%	No
<b>GROUP "E" MERCANTILE</b>					
MERCANTILE Shell		\$13.93	\$13.51	3.1%	No
Mercantile Finished		\$17.42	\$16.90	3.1%	No
Merchantile Alteration, Renovation, Interior Finish, Unit Finish		\$6.20	\$6.01	3.1%	No
<b>GROUP "F" INDUSTRIAL</b>					
INDUSTRIAL Shell		\$11.32	\$10.98	3.1%	No
Industrial Finished		\$14.15	\$13.72	3.1%	No
Industrial Alteration, Renovation, Interior Finish, Unit Finish		\$6.20	\$6.01	3.1%	No
Parking Garage or Farm Building		\$6.79	\$6.59	3.1%	No
<b>Demolition</b>					
All Buildings up to 600 m2	Flat Fee per building	\$500.00	\$500.00	0.0%	No
All Buildings > 600 m2	Flat Fee per building	\$1,500.00	\$1,500.00	0.0%	No
<b>Miscellaneous Work</b>					
Tents and Temporary Buildings (<225 m2 with removal date)	Flat Fee	\$500.00	\$500.00	0.0%	No
Tents and Temporary Buildings (>225 m2 with removal date)	Flat Fee	\$1,500.00	\$1,500.00	0.0%	No



**TOWN OF NEWMARKET**  
**2025 COST RECOVERY USER FEES**  
 [Amending Schedule 'A' of Bylaw 2023-73]

DEPARTMENT: **BUILDING SERVICES DIVISION**

Effective Date: **January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	2025 COST RECOVERY FEES	2024 JULY COST RECOVERY FEES	% INCREASE	SUBJECT TO HST YES/NO
Air Supported Building	Flat Fee	\$2,500.00	\$2,500.00	0.0%	No
Portable Classrooms (includes hallways for portapacks)	per each portable	\$500.00	\$500.00	0.0%	No
Residential Deck per dwelling unit	Flat Fee	\$300.00	\$300.00	0.0%	No
Each Below Grade Entrance (Low Rise Residential Only)	Flat Fee	\$500.00	\$500.00	0.0%	No
<b>On-site Sewage System</b>					
Septic Decommission	Flat Fee	\$200.00	\$200.00	0.0%	No
New Sewage System Installation or Augmented System		\$1 per litre of unbalanced design Effluent Flow	\$1 per litre of unbalanced design Effluent Flow	3.1%	No
Repair/Minor alteration	Flat Fee	\$500.00	\$500.00	0.0%	No
<b>Administration Fees</b>					
Reinspections: due to defective work where previously identified as defective		\$200.00	\$200.00	0.0%	No
Special investigation per hour, per person		\$250.00	\$250.00	0.0%	No
Change of Use Permit (Excludes ADU's and where no construction is proposed)		\$1,000.00	\$1,000.00	0.0%	No
Transfer of Permit to a new property owner		\$100.00	\$100.00	0.0%	No
Zoning Review (All projects, except for interior work where no legal use change is proposed)		\$100.00	\$100.00	0.0%	No
Compliance Letter - Building		\$200.00	\$200.00	0.0%	No
Alternative Solution		Per building or unit \$1,000+ \$200/hr	Per building or unit \$1000 + \$200/hr	3.1%	No
Revision Fee (Minimum \$200)		\$200/hr	\$200/hr	3.1%	No
Certified Model Fee		\$200.00	\$200.00	0.0%	No
Certified Model Change Fee (where permit has been issued)		\$200.00	\$200.00	0.0%	No
Search and Reproduction of documents (Staff time plus reproduction costs, min \$50 paid upfront)		\$100/hr plus cost	\$100/hr plus cost	3.1%	Yes
No fees shall be charged for Town owned projects		N/A	N/A	N/A	N/A
<b>UNDEFINED PERMIT FEES:</b> Where the proposed work cannot be easily ascribed elsewhere in this schedule, the Chief Building Official may determine the appropriateness of fees, based on charging at a maximum rate of 1% the value of construction (reasonably expected material and labour costs for values of construction \$100k or higher) and charging at a maximum rate of 2% the value of construction (reasonably expected material and labour costs for values of construction less than \$100k). If the Chief Building Official refuses to accept a valuation for the purposes of establishing any permit fee and substitutes another value, and the Owner or applicant disputes the decision, the owner or applicant shall pay the fee(s) under protest and within six months of the project completion shall submit an audited accounting statement of the actual costs by a recognized Certified Public Accountant. If the audited established costs, which must include labour and materials, are less than the original valuation, the Chief Building Official shall authorize a refund.				<b>NO</b>	<b>NO</b>
<b>CONSTRUCTION COMMENCED WITHOUT PERMIT:</b> At the discretion of the Chief Building Official, whenever construction has commenced without the appropriate Building Permit and/or where security fencing is also missing and/or a mandatory inspection is missed, additional fees shall be payable equal to the cost of an issued Conditional Building Permit administration fee plus 10%.				<b>NO</b>	<b>NO</b>

**TOWN OF NEWMARKET**  
**2025 COST RECOVERY USER FEES**  
 [Amending Schedule 'A' of Bylaw 2023-73]

**DEPARTMENT: BUILDING SERVICES DIVISION**

**Effective Date: January 1, 2025**

SERVICE PROVIDED	UNIT OF MEASURE	2025 COST RECOVERY FEES	2024 JULY COST RECOVERY FEES	% INCREASE	SUBJECT TO HST YES/NO
<b>MISSED INSPECTIONS:</b> Whenever any mandatory (or part thereof) Ontario Building Code inspection is missed, an "Investigation and Administration" fee shall be paid in addition to all other fees payable. The minimum fee shall be \$200 for each missed inspection or part thereof (where is it impractical or damaging to uncover that stage of construction). The maximum fee per missed inspection shall not exceed 10% of the original fees paid to obtain that permit. The fee shall be the greater of the minimum or maximum fee as calculated by the Chief Building Official, and at the sole discretion of the Chief Building Official.				NO	NO
<b>ILLEGAL OCCUPANCY &amp; OUTSTANDING FEES:</b> Buildings which are occupied prior to being issued a written permit/permission shall be subject to additional administrative fees up to 50% of the originally calculated total permit fee at the discretion of the Chief Building Official. Outstanding fees may be collected through an added levi on property taxes or lien placed on the property title. No written occupancy or completion permit/permission shall be issued until all outstanding fees are paid.				NO	NO
<b>CONDITIONAL BUILDING PERMIT FEES:</b> A fully executed Conditional Building Permit Agreement is required in advance of a Conditional Building Permit. The cost of a Conditional Building Permit Agreement is \$1000 for each 100 sq. m. of GFA for every non-residential building or portion thereof (including parking garages). The cost of a Conditional Building Permit Agreement in respect to residential development is \$1000 for each unit. Notwithstanding the Conditional Building Permit Agreement fees per GFA or unit, the minimum agreement fee shall not be less than \$5000. <b>Model Home Agreements</b> shall be deemed to be a form of a Conditional Building Permit Agreement with similar force/effect and charged at the same rate of \$1000 for each unit.				NO	NO
<b>PARTIAL BUILDING PERMIT FEES:</b> A Partial Building Permit fee of \$1000 will be added to other fees for each partial stage of construction, except for the final (complete) stage of construction. The Chief Building Official may reduce this surcharge to an amount that represents the added Staff effort, provided that the value of construction is less than \$100K.				NO	NO
<b>APPLICATION MAINTENANCE FEES:</b> All Building Permit applications that have not progressed to an issued permit status (conditional, partial or full) within one year shall be charged an annual maintenance fee of 10% of the originally calculated total fee. This fee is immediately due upon being invoiced by the Town via email. Failure to pay this fee shall be grounds to cancel the application after one month has elapsed following notification, at the sole discretion of the Chief Building Official.				NO	NO
<b>PERMIT MAINTENANCE FEES:</b> All issued Building Permits that have not progressed to an occupancy status within three years shall be charged an annual maintenance fee of 10% of the originally calculated total fee. This fee is immediately due upon being invoiced by the Town via email. Payments made within one month of notice shall be deemed "paid" on time. Interest may be charged for overdue fees at a rate of prime plus 1% at the discretion of the Chief Building Official. No occupancy will be granted until all outstanding fees are paid.				NO	NO
<b>PEER REVIEW COSTS:</b> At the sole discretion of the CBO, Staff may require expert review of any construction work or submitted plans at the sole expense of the property owner. Costs shall be 100% recoverable and be paid respectively prior to any occupancy/completion or permit issuance.				NO	YES

**TOWN OF NEWMARKET**  
**2025 COST RECOVERY USER FEES**  
 [Amending Schedule 'A' of Bylaw 2023-73]

DEPARTMENT: BUILDING SERVICES DIVISION

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	2025 COST RECOVERY FEES	2024 JULY COST RECOVERY FEES	% INCREASE	SUBJECT TO HST YES/NO
<p><b>PROVINCIALY MANDATED PRIVATE SEWAGE SYSTEM REVIEW FEES:</b> There are no fees charged by the Town to review each property Owner's submitted third party review certificates and recent proof of pump-out or other proof of regular maintenance. However, a \$1000 fee charge applies to any non-responsive property Owner who fails to provide mandatory reports/certificates/maintenance-receipts/pump-out-receipts as requested. A \$2000 fee charge applies to any non-responsive property Owner who fails to provide mandatory reports/certificates/maintenance-receipts/pump-out-receipts as requested, <u>and</u> where it is also determined that the sewage system was not functioning properly. These fees do not include the actual permit costs to remediate, replace or repair the Private Sewage System.</p>				NO	NO
<p><b>COST AND ADMINISTRATION TO REMEDY AN UNSAFE BUILDING OR CONSTRUCTION SITE:</b> Where the Owner fails to remedy Unsafe building and/or maintain a construction safety barrier through a Building Division issued Order, the Town may complete the required work at the sole expense of the property Owner. Administration fees equal to the value of the work (materials and labour plus HST) shall be collected from the property owner and paid to the Town. This administration fee will be collected in addition to the actual contractual costs, Town costs and Permit costs, of remediating the building and/or securing the site. The decision to demolish or repair a building shall be at the sole discretion of the Chief Building Official. Due to the urgent nature of these matters, the Town's Procurement Bylaw shall not apply to procuring outside service contracts to complete this work. Any unpaid amounts may be added to the property tax roll, or through the registration of a lien on the property title.</p>				NO	NO
<p><b>REFUNDS:</b> No refunds shall be permitted after 1 year after any partial or full payment is made. At the sole discretion of the Chief Building Official, refunds may be allowed for exceptional circumstances which are beyond the control of payer. No Refunds shall be allowed where the Town has revoked a Permit, the Town cancelled an Application and/or where construction has commenced related to the application or permit. Development/Educational Charges can only be refunded directly by the individual Financial Departments having jurisdiction. Fees that may be refunded shall be a percentage of the fees payable under this Bylaw and calculated by the Chief Building Official as follows:</p> <ul style="list-style-type: none"> <li>a) 90 percent if administrative functions have been performed;</li> <li>b) 80 percent if administrative and zoning functions have been performed;</li> <li>c) 60 percent if administrative, zoning and plan examination functions have been performed;</li> <li>d) 40 percent if the permit has been issued and a status field inspection has confirmed that no construction has commenced.</li> <li>f) If the calculated refund is less than the minimum fee applicable to the work, no refund shall be made of the fees paid.</li> </ul>				NO	N/A



**Schedule K – Planning Act Processing Fees and Charges  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET  
2025 USER FEES  
Planning Act Processing**

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	JULY 2024 FEE BEFORE TAX	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
<b>Department: Planning Services</b>							
<b>Official Plan and Zoning By-law Amendments</b>							
Official Plan Amendment	Each	Yes	\$46,575.00	\$48,018.83	\$6,242.45	<b>\$54,261.27</b>	3.1%
Zoning By-law Amendment	Each	Yes	\$39,996.00	\$41,235.88	\$5,360.66	<b>\$46,596.54</b>	3.1%
Removal of Holding and Temporary Use Zoning By-law	Each	Yes	\$6,986.70	\$7,203.29	\$936.43	<b>\$8,139.72</b>	3.1%
<b>Plans of Subdivision</b>							
Subdivision - Residential	Base fee	Yes	\$125,604.00	\$129,497.72	\$16,834.70	<b>\$146,332.43</b>	3.1%
	Plus per unit	Yes	\$324.00	\$334.04	\$43.43	<b>\$377.47</b>	3.1%
Subdivision - Commercial	Base fee	Yes	\$134,766.00	\$138,943.75	\$18,062.69	<b>\$157,006.43</b>	3.1%
	Plus per hectare	Yes	\$2,493.00	\$2,570.28	\$334.14	<b>\$2,904.42</b>	3.1%
Subdivision - Industrial	Base fee	Yes	\$138,501.00	\$142,794.53	\$18,563.29	<b>\$161,357.82</b>	3.1%
	Plus per hectare	Yes	\$621.00	\$640.25	\$83.23	<b>\$723.48</b>	3.1%
Subdivision - Institutional	Base fee	Yes	\$137,259.00	\$141,514.03	\$18,396.82	<b>\$159,910.85</b>	3.1%
	Plus per hectare	Yes	\$1,242.00	\$1,280.50	\$166.47	<b>\$1,446.97</b>	3.1%
Revision of Draft Plan Approval Requiring Circulation	Each application	Yes	\$4,851.00	\$5,001.38	\$650.18	<b>\$5,651.56</b>	3.1%
Revision to Conditions of Draft Approval	Each application	Yes	\$4,851.00	\$5,001.38	\$650.18	<b>\$5,651.56</b>	3.1%
Extension of Draft Approval	Each application	Yes	\$2,421.00	\$2,496.05	\$324.49	<b>\$2,820.54</b>	3.1%
Registration of each Phase of a Plan	Each	Yes	\$2,421.00	\$2,496.05	\$324.49	<b>\$2,820.54</b>	3.1%
Part Lot Control	Each	Yes	\$3,042.00	\$3,136.30	\$407.72	<b>\$3,544.02</b>	3.1%
<b>Draft Approval and Final Registration Coordination Fee (payable at time of draft approval)</b>							
Industrial Subdivisions		Yes	\$35,244.00	\$36,336.56	\$4,723.75	<b>\$41,060.32</b>	3.1%
Residential Subdivisions (more than 30 lots)		Yes	\$35,262.00	\$36,355.12	\$4,726.17	<b>\$41,081.29</b>	3.1%
All other Subdivisions		Yes	\$26,433.00	\$27,252.42	\$3,542.81	<b>\$30,795.24</b>	3.1%
<b>Coordination Fee for Engineering Drawing Submissions beyond 4<sup>th</sup> Submission (payable at time of 5<sup>th</sup> submission)</b>							
Industrial Subdivisions		Yes	\$8,640.00	\$8,907.84	\$1,158.02	<b>\$10,065.86</b>	3.1%
Residential Subdivisions (more than 30 lots)		Yes	\$8,640.00	\$8,907.84	\$1,158.02	<b>\$10,065.86</b>	3.1%
All Other Subdivisions		Yes	\$4,320.00	\$4,453.92	\$579.01	<b>\$5,032.93</b>	3.1%
Prepare Sales Office Agreement		Yes	\$1,908.00	\$1,967.15	\$255.73	<b>\$2,222.88</b>	3.1%
<b>Site Plan Approval</b>							
Residential or residential and other uses	Each	Yes	\$63,954.00	\$65,936.57	\$8,571.75	<b>\$74,508.33</b>	3.1%
Per residential unit	Plus per unit	Yes	\$223.54	\$230.47	\$29.96	<b>\$260.43</b>	3.1%
GFA of other uses	Per additional m2	Yes	\$7.87	\$8.11	\$1.05	<b>\$9.17</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES  
Planning Act Processing**

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	JULY 2024 FEE BEFORE TAX	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Industrial, Commercial, Institutional	First 1,800 m <sup>2</sup> of gross floor area	Yes	\$14,517.90	\$14,967.95	\$1,945.83	<b>\$16,913.79</b>	3.1%
	Per additional m2	Yes	\$7.87	\$8.11	\$1.05	<b>\$9.17</b>	3.1%
All Other	Each	Yes	\$14,241.78	\$14,683.27	\$1,908.83	<b>\$16,592.10</b>	3.1%
Technical resubmission after the third submission	Each	Yes	\$1,075.75	\$1,109.10	\$144.18	<b>\$1,253.28</b>	3.1%
Minor revisions to approved plans	Each	Yes	\$582.92	\$600.99	\$78.13	<b>\$679.12</b>	3.1%
Commercial roof top patios	Each	Yes	\$582.92	\$600.99	\$78.13	<b>\$679.12</b>	3.1%
<b>Plans of Condominium</b>							
Condominium - Residential	Each	Yes	\$44,685.00	\$46,070.24	\$5,989.13	<b>\$52,059.37</b>	3.1%
	Plus per unit	Yes	\$252.00	\$259.81	\$33.78	<b>\$293.59</b>	3.1%
Condominium - All Other	Each	Yes	\$11,214.00	\$11,561.63	\$1,503.01	<b>\$13,064.65</b>	3.1%
Condominium Exemption Request	Each	Yes	\$4,887.00	\$5,038.50	\$655.00	<b>\$5,693.50</b>	3.1%
<b>Committee of Adjustment</b>							
Consent - Severance	Each	Yes	\$12,699.00	\$13,092.67	\$1,702.05	<b>\$14,794.72</b>	3.1%
Consent - Other	Each	Yes	\$8,469.00	\$8,731.54	\$1,135.10	<b>\$9,866.64</b>	3.1%
Minor Variance - Tier 1	Each	Yes	\$1,422.00	\$1,466.08	\$190.59	<b>\$1,656.67</b>	3.1%
Minor Variance - Tier 2	Each	Yes	\$2,835.00	\$2,922.89	\$379.98	<b>\$3,302.86</b>	3.1%
Committee of Adjustment Re-circulation Fee Due to Applicant's Revisions or Applicant's Deferrals	Each	Yes	\$1,881.00	\$1,939.31	\$252.11	<b>\$2,191.42</b>	3.1%
Special Committee of Adjustment Meeting for Emergent Issues	Each	Yes	\$1,953.00	\$2,013.54	\$261.76	<b>\$2,275.30</b>	3.1%
<b>Other Fees Calculated</b>							
Telecommunications Tower	Each	Yes	\$25,488.00	\$26,278.13	\$3,416.16	<b>\$29,694.28</b>	3.1%
Application Reactivation Fee	Each	Yes	\$753.10	\$776.45	\$100.94	<b>\$877.39</b>	3.1%
Peer Review and/or External Consulting Fees	Actual cost	Yes					
Planning Administrative Fee for Checking Consultants' Invoices	15% of consultant's fee	Yes					
Town of Newmarket fee for matters appealed to Ontario Land Tribunal	Each	No	\$194.78	\$200.82	\$0.00	<b>\$200.82</b>	3.1%
Zoning Confirmation Letter	Each	Yes	\$101.62	\$104.77	\$13.62	<b>\$118.39</b>	3.1%
Zoning Compliance Letters	Each	Yes	\$186.92	\$192.71	\$25.05	<b>\$217.77</b>	3.1%
Preconsultation Deposit; Refundable if a complete application is submitted within 12 months of the preconsultation	Each	No	\$1,500.00	\$1,546.50	\$0.00	<b>\$1,546.50</b>	3.1%

**TOWN OF NEWMARKET  
2025 USER FEES  
Planning Act Processing**

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	JULY 2024 FEE BEFORE TAX	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Security Release Inspection After the First Inspection	Each	Yes	\$481.31	\$496.23	\$64.82	<b>\$561.05</b>	3.1%
Owner Request for Change of Address	Each	Yes	\$190.63	\$196.54	\$25.67	<b>\$222.21</b>	3.1%
<b>Department: Engineering Services</b>							
<b>Development Services</b>							
Subdivision Design Standard Manual	Each	Yes	\$107.40	\$110.73	\$14.40	<b>\$125.13</b>	3.1%
<b>Engineering Checking &amp; Inspection (40% collected at submission of application and the balance collected at execution of</b>							
Site Plans handled fully in house	9% of the value of all site works and services	Yes	Minimum	Minimum	Minimum	Minimum	3.1%
			\$1,728.00	\$1,781.57	\$231.60	<b>\$2,013.17</b>	
Site Plans and Projects in which the Town's Checking Consultant is	5% Admin Fee of the value of all site works	Yes	Minimum	Minimum	Minimum	Minimum	3.1%
			\$1,529.00	\$1,576.40	\$204.93	<b>\$1,781.33</b>	
Subdivisions	5% Admin Fee plus checking consultant fees	Yes	5% Admin Fee plus checking consultant fees	5% Admin Fee plus checking consultant fees	13%	<b>5% Admin Fee plus checking consultant fees+HST</b>	N/A
Overhead incurred for checking Consultant Invoicing	15% Admin fee	Yes	15% Admin Fee	15% Admin Fee	13%	<b>15% Admin Fee +HST</b>	N/A
<b>Other Services</b>							
Consultant's request for traffic counts (ATR or TMC)	Each	Yes	\$137.54	\$141.81	\$18.43	<b>\$160.24</b>	3.1%
Pre-servicing Agreement	Each	Yes	\$2,205 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST	13%	<b>\$2,273.36 plus Engineering Fees that are based on the percentage of the cost estimate of the works and as indicated in this By-Law, plus HST</b>	3.1%



**TOWN OF NEWMARKET  
2025 USER FEES  
Planning Act Processing**

Effective Date: January 1, 2025

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	JULY 2024 FEE BEFORE TAX	2025 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
Hire/Retain a Consultant/Vendor and Peer Review Fees	Each	Yes	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate.	13%	Actual cost plus 15% administrative fee for the Town to retain a consultant/Vendor for the review, implementation or monitoring related to an application, as determined by the director of Engineering, or their designate. + HST	N/A
Inspection for Security Release After the First Request	Each	Yes	\$481.31	\$496.23	\$64.51	\$560.74	3.1%
Technical Resubmission After the Third Submission	Each	Yes	\$3,120.20	\$3,216.92	\$418.20	\$3,635.12	3.1%
Application for any Amendment to an Existing Site Plan or Subdivision Agreement	Each	Yes	\$2,204.49	\$2,272.83	\$295.47	\$2,568.29	3.1%
<b>Department: <u>Financial Services</u></b>							
Administration of Developments	5% of Security Requirement, to a maximum amount +HST	Yes	5% of Security Requirement, maximum \$65,000 +HST	5% of Security Requirement, maximum \$65,000 +HST	13%	5% of Security Requirement, maximum \$65,000 +HST	N/A
<b>Department: <u>Legal Services</u></b>							
<b>NOTE:</b> The Town recovers the full cost of any disbursements (including HST). Disbursements include but are not limited to external							
Agreements / Legal Issues	Cost Recovery	Yes	To be billed based on cost recovery		13%	To be billed based on cost recovery + HST	



**Schedule L – Water and Wastewater Rates  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET**  
**2025 USER FEES**  
**Water and Wastewater Rates**  
**Effective Date: January 1, 2025**

	Rates as of January 01, 2024		Rates as of January 01, 2025		Change
	per 100 cubic feet	per cubic metre	per 100 cubic feet	per cubic metre	%
<b>Water</b>					
Volumetric Rate	\$ 6.116	\$ 2.159	\$ 6.330	\$ 2.235	3.5%
Flat rate - no meter, monthly	\$ 77.23		\$ 79.93		3.5%
Basic charge, monthly	\$ 17.99		\$ 18.62		3.5%
2" Meter Monthly Charge	\$ 144.00		\$ 149.00		3.5%
3" Meter Monthly Charge	\$ 270.00		\$ 279.00		3.3%
4" Meter Monthly Charge	\$ 450.00		\$ 465.00		3.3%
6" Meter Monthly Charge	\$ 899.00		\$ 931.00		3.6%
8" Meter Monthly Charge	\$ 1,439.00		\$ 1,489.00		3.5%
10" Meter Monthly Charge	\$ 2,069.00		\$ 2,141.00		3.5%
<b>Wastewater</b>					
Volumetric Rate	\$ 7.208	\$ 2.545	\$ 7.460	\$ 2.634	3.5%
Flat rate - no meter, monthly	\$ 81.40		\$ 84.25		3.5%
Basic meter charge, monthly	\$ 21.21		\$ 21.95		3.5%
2" Meter Monthly Charge	\$ 170.00		\$ 176.00		3.5%
3" Meter Monthly Charge	\$ 318.00		\$ 329.00		3.5%

**TOWN OF NEWMARKET**  
**2025 USER FEES**  
**Water and Wastewater Rates**  
**Effective Date: January 1, 2025**

	Rates as of January 01, 2024		Rates as of January 01, 2025		Change
	per 100 cubic feet	per cubic metre	per 100 cubic feet	per cubic metre	%
4" Meter Monthly Charge	\$	530.00	\$	549.00	3.6%
6" Meter Monthly Charge	\$	1,060.00	\$	1,097.00	3.5%
8" Meter Monthly Charge	\$	1,696.00	\$	1,756.00	3.5%
10" Meter Monthly Charge	\$	2,439.00	\$	2,524.00	3.5%
<b>Average Bill by Meter Size</b>					
	Annual Consumption		2024	2025	Change
<2" Residential and Non-Residential Customer	200 m3		\$1,411	\$1,460	3.5%
2" Industrial, Institutional, Commercial Customer	4,600 m3		\$24,542	\$26,295	7.1%
3" Industrial, Institutional, Commercial Customer	6,900 m3		\$38,175	\$40,889	7.1%
4" Industrial, Institutional, Commercial Customer	22,000 m3		\$111,349	\$119,275	7.1%



**Schedule M – Stormwater Rates  
To  
2025 Fees and Charges Report  
Staff Report to Council**

**TOWN OF NEWMARKET**  
**Stormwater Rates**  
**Effective Date: January 1, 2025**

<b>Rates</b>	<b>Average Percent Impervious</b>	<b>2024 Per Square Metre Charge</b>	<b>2025 Per Square Metre Charge</b>	<b>Increase</b>	
Low Runoff Level Group	9%	\$ 0.079346	\$ 0.082361	\$ 0.003015	3.8%
Medium Runoff Level Group	44%	\$ 0.387913	\$ 0.402654	\$ 0.014741	3.8%
High Runoff Level Group	88%	\$ 0.776109	\$ 0.805601	\$ 0.029492	3.8%
<b>Median Charge</b>	<b>Area in Square Meters</b>	<b>2024 Charge</b>	<b>2025 Charge</b>	<b>Increase</b>	
Low Runoff Level Group	478	\$ 37.93	\$ 39.38	\$ 1.44	3.8%
Medium Runoff Level Group	465	\$ 180.37	\$ 187.23	\$ 6.85	3.8%
High Runoff Level Group	561	\$ 435.42	\$ 451.96	\$ 16.55	3.8%
<b>Regulatory Fees</b>					
Stormwater Credit Application Fee	\$50.00				





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## **Official Plan and Zoning By-law Amendments – 1041, 1051 Davis Drive and 15, 23 Hamilton Drive Staff Report to Council**

Report Number: 2024-65

Department(s): Planning and Building Services

Author(s): Aida Hosseinzadeh, Intermediate Planner, Development Services

Meeting Date: November 11, 2024

### **Recommendations**

1. That the report entitled Official Plan Amendment and Rezoning – 1041 Davis Drive, Fifth Avenue Homes (Newmarket) Inc. dated November 11, 2024 be received; and,
2. That the applications for Official Plan and Zoning By-law Amendments, be approved; and,
3. That staff be directed to bring forward the By-laws, including the necessary Holding provisions, to Council for approval; and,
4. That Rob Lavecchia of KLM Planning, be notified of this action; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Executive Summary**

Applications to amend Official Plan and Zoning By-law 2010-40 have been received. The applications seek permission to develop 24 townhouse units on the subject lands municipally addressed as 1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive.

The Official Plan and Zoning By-law Amendments propose to change the land use designation and rezone the subject land changing the permitted uses and some site specific provisions. No parking reductions are proposed. As servicing has not been allocated to this proposal, the proposed Zoning By-law Amendment includes the Holding Provision to ensure allocation is provided prior to final site plan approval. Other holding provision conditions are also recommended.

Staff have reviewed the development proposal against the relevant Provincial, Regional, and local policy documents and have concluded that the proposal is in conformity with the policy framework as it relates to providing housing options, prioritizing intensification to make efficient use of land and infrastructure and supporting transit.

Should the Committee adopt the recommendation of this report, the Official Plan and Zoning By-law Amendment By-laws will be brought to Council for approval at a subsequent Council meeting.

## **Purpose**

This report provides recommendations to Council on the applications for an Official Plan and a Zoning By-law Amendments for the subject land municipally addressed as 1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive (collectively known as the subject land).

The recommendations of this report, if adopted, would result in amendments to the 2006 Official Plan and Zoning By-law 2010-40 to permit the proposed development, and apply the necessary holding provisions.

## **Background**

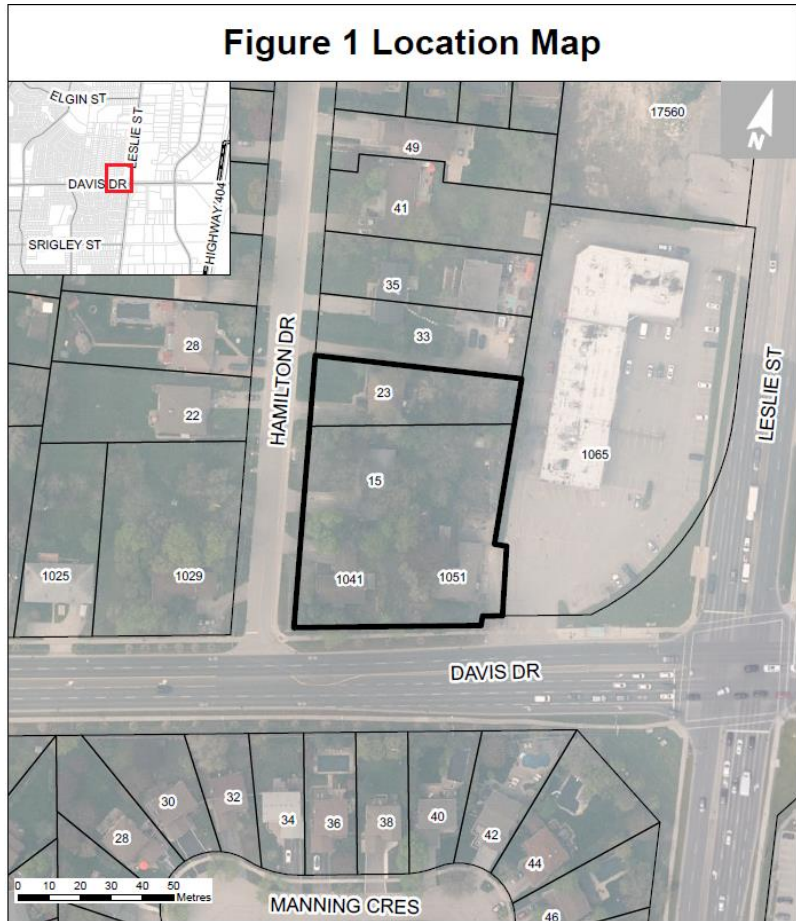
The application was deemed complete on August 13, 2024. Prior to being deemed complete, the submission material was pre-circulated to internal departments and external agencies for their review and comments. After the pre-application submission reviews were completed, all departments and external agencies advised they had no objections to the proposal subject to the conditions of the Holding Provisions. A Statutory Public Meeting was held on September 16, 2024, as required by the Planning Act.

## **Subject Land**

The subject land is comprised of four parcels, municipally know as 1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive. The parcels are located north of Davis Drive and east of Hamilton Drive, see Figure 1. The subject land has frontages onto Davis Drive (60.17 metres) and Hamilton Drive (87.72 metres) and has a combined area of approximately 0.54 hectares.

There are currently four two-storey single detached dwellings on the subject land. The surrounding land uses are low density residential uses to the north and south (across from the subject land, south of Davis Drive). Commercial uses are east of the property, at the intersection of Leslie Street and Davis Drive. There are low density residential uses to the west.

A redevelopment proposal was approved in 2023 on the properties to the west of the subject land (directly across Hamilton Drive) comprising 28 residential units (24 townhouses and 4 semi-detached units). The rezoning was approved, but the applicant has not yet submitted for Site Plan Approval.



## The Proposal

The applicant is proposing to redevelop the subject land with 24 townhouses on a private condominium road.

The 24 three-storey townhouses are arranged in four blocks ranging from four to eight units in a row. Two blocks (total of nine units) front onto Davis Drive, one block of 7 units fronts onto Hamilton Drive and the other block (8 units) fronts onto the internal private

road (see Figure 2 – Proposed Site Plan; for a full sized version see Appendix 2). The proposed development will provide one point of vehicular access to Hamilton Drive which is part of a T-shape internal road system that provides access to all the units. Pedestrian circulation is proposed through the internal private sidewalk.

Six visitor parking spaces, including two barrier-free parking spaces have been proposed on the east side of the property. The visitor parking spaces have a sufficient landscape buffer around them. All the driveways and residential parking spaces are facing the internal road (See Figure 3). Two parking spaces per unit have been provided on driveways for 16 of the townhouse units. The remaining 8 units have one parking space on a driveway. Each dwelling includes private amenity space in the form of balconies and private rear yards.



Figure 2 – Proposed Site Plan

The subject land has been buffered appropriately from adjacent properties and public roads. To maintain the privacy of the low-rise residential uses to the north, a landscape buffer and a privacy fence have been incorporated to the design. The eastern blocks are also sufficiently distanced from the adjacent commercial use.



Figure 3 – View looking south from internal road

## Amendments

The proposal requires the following amendments:

1. An amendment to the Official Plan to amend the land use designation of three of the four parcels from “Commercial” to “Residential Area”.
2. An amendment to the Zoning By-law 2010-40 to rezone the properties from “R1-C” to a Site Specific Zone to allow for the construction of 24 townhouses on the subject land.

## Discussion

### Planning Policy Context

The high-level policy documents which are applicable to this development review are:

#### **The Provincial Planning Statement 2024 (PPS):**

The proposal is consistent with the PPS by providing a mix of housing types within an existing settlement area, along a transit corridor, allowing for efficient use of existing infrastructure, and promoting supportive densities to facilitate a compact urban form.

#### **The York Region Official Plan (as deemed part of the Town’s Official Plan by Bill 185 on July 1, 2024)**

The proposal supports and is consistent with York Region Official Plan policies as the proposal is redevelopment and intensification along a Regional Corridor within a Protected Major Transit Stations Area (PMTSA).

## **Town of Newmarket Official Plan**

One of the four parcels is designated Residential, and the remaining parcels are designated Commercial on Schedule A – Land Use of the 2006 Official Plan. The applicant is proposing redesignating the Commercial to the Residential Areas designation.

As the supply of greenfield lands becomes exhausted, residential development trends in Newmarket are shifting from suburban growth to urban intensification. This situation has led to a demand to redesignate lands to the Residential Areas designation where appropriate.

The objectives of the Residential Areas designation include providing a range of residential housing types, tenure, sizes, and locations; establishing zoning standards that respect the physical character of the surrounding residential neighbourhood; and encouraging a range of innovative and affordable housing types, zoning standards and subdivision designs where it can be demonstrated that the existing physical character of the residential area will be maintained. The Official Plan also recognizes the desirability of gradual, ongoing change by allowing for contextually sensitive developments through *Planning Act* applications.

The Official Plan policies indicate that townhouses are permitted in the Residential Areas designation provided that it is demonstrated to the satisfaction of the Town, how the proposed development is compatible with the existing character of the neighbourhood through a Compatibility Analysis Study.

The majority of the subject lands (3 out of 4 properties) are designated Commercial in the 2006 Official Plan; however, they are zoned R1-C in Zoning By-law 2010-40 which does not conform to the current Official Plan designation. There is no evidence that these properties have been used commercially. The redesignation as proposed brings the Official Plan and the Zoning By-law into alignment. Additionally, removing the lands from the Commercial designation supports the Town's residential intensification goals.

As outlined in Section 12.4 (Compatibility) of the Official Plan, the applicant will be required to demonstrate how the design fits with the existing character of the surrounding area. The proposed townhouses represent a more intensive form of residential uses which reflect their location next to an arterial road, and are of a compatible scale to the surrounding residential dwellings and proposed townhouses across the street on northwest side of Davis Drive and Hamilton Drive. Any impacts would be further minimized by the landscaping buffer, sufficient setbacks and height limitation. Staff are confident that setbacks, privacy fences, and plantings would mitigate the impact of the new neighbours.

An appropriately sized landscape buffer (varies in width from 3.4 metres to 2.6 metres) is proposed on the north side of the development. This landscape buffer allows for screening and tree planting along the shared property line and within the landscape buffer. The



applicant is also proposing a 1.8 metre wood privacy fence along all shared lot lines. This is the maximum height permitted for residential fences in the Town's Fence By-law.

Should the Official Plan and Zoning By-law Amendments be approved, the detailed architectural elements (including building design, façade/roof articulation, and colours/materials), and above noted landscaping and fencing details, would continue to be reviewed through the future site plan process.

It is staff's opinion that based on the type and location of the proposed units, as well as the composition of the surrounding area, the townhouses are compatible with the existing neighbourhood; the proposal meets the intent of the Residential Areas designation.

### **Official Plan Policy for Zoning By-law Amendments**

Section 16.1.1 of the Town's Official Plan sets out the criteria for considering Zoning By-law Amendments. In considering such amendments, Council shall be satisfied that:

*a. The proposed change and rezoning are in conformity with this Plan;*

The proposed and rezoning will allow for the development of townhouse units. The subject land is adjacent to low-rise residential areas and the redesignation of the Official Plan as discussed above will maintain the residential character of the existing lots and the surrounding area and is compatible with the existing residential neighbourhood. Should the OPA of the subject land be approved, the Zoning By-law Amendment will conform to the Official Plan.

*b. The proposed use is compatible with adjacent uses, and where necessary, buffering is provided to ensure visual separation and compatibility between uses;*

The proposal has provided an appropriate landscape buffer around the subject land and the proposed visitor parking spaces to mitigate impacts between the adjacent residential uses and the development site. The applicant is also providing a fence to maintain the privacy of the immediate neighbour to the north. Moreover, sufficient setbacks have been provided to screen the blocks fronting onto Davis Drive and Hamilton Drive from the public roads.

*c. Potential nuisance effects upon adjacent uses are mitigated;*

It is acknowledged that the implication of nuisance impacts listed here are intended to relate to those between heavy industrial or noxious uses. There are no nuisance impacts between two residential uses. However, the applicant has adequately addressed any potential impacts related to the changes in the intensity of the residential use. Appropriate fencing and landscape planting will mitigate impacts between residential uses (north side of the subject land).

*d. Adequate municipal services are available;*

The submitted reports have demonstrated that the development can have access to adequate servicing infrastructure. A holding provision will be used, conditional upon

servicing allocation being granted by Council. Engineering Services has advised that there are no objections to the Zoning By-law Amendment.

*e. The size of the lot is appropriate for the proposed use;*

The proposed lot sizes are appropriate for the proposed residential development.

*f. The site has adequate road access and the boundary roads can accommodate the traffic generated;*

The applicant has submitted a Traffic Impact Study which have been found to be acceptable.

*g. The on-site parking, loading and circulation facilities are adequate;*

The proposal provides for sufficient parking for both residents and visitors. The standards required by the Zoning By-law has been met, and the applicant is providing more parking spaces than required. The applicant is not seeking a parking reduction.

*h. Public notice has been given in accordance with the Planning Act.*

Public notice has been provided in accordance with the *Planning Act* for the Statutory Public Meeting and the notice of complete application.

Based on the above analysis, the Official Plan criteria for considering and approving a Zoning By-law Amendment have been met.

### **Town of Newmarket Zoning By-law 2010-40**

The subject land is currently zoned Residential Detached Dwelling 18m (R1-C) by Zoning By-law 2010-40. Townhouses are not permitted in this zone.

The applicant has submitted a Zoning By-law Amendment application to rezone the subject land to a site specific zone that would permit townhouses on a private road, subject to site specific zone provisions. Generally, maintaining the residential nature of this area is compatible with the surrounding neighbourhood and conforms to the Official Plan policies for Residential Area designation. The proposal is consistent with the approved townhouse development across the street on Hamilton Drive. Additionally, the subject land is located along an arterial road, therefore, a higher density compared to the low-residential single detached is appropriate. Any Zoning concerns have been addressed through height limitations, sufficient landscaping and proper setbacks. The more salient site specific zone provisions are:

- Height: the applicant is proposing three-storey townhouses with a maximum height of 11 metres. The proposed maximum height is appropriate to create a proper streetscape along Davis Drive and is compatible with the newly approved townhouses across the street on northwest side of Davis Drive and Hamilton Drive.
- Setbacks from the private road: the applicant is proposing a 6-metre setback from the internal road which will create sufficient driveways facing the internal road.
- Setbacks from Davis Drive: the applicant is proposing a 3-metre setback from Davis Drive (excluding future regional road widening). The proposed setback provides an



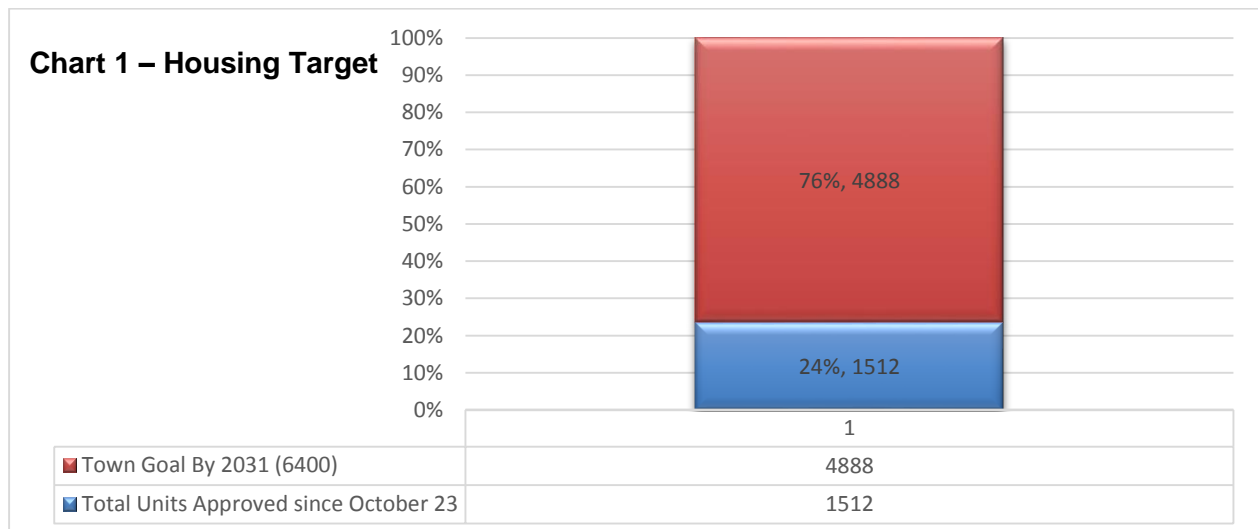
appropriate landscaped area with pedestrian access to the units fronting onto Davis Drive.

- Setback from the west property line: 5.5 metres setback has been proposed for the units fronting onto Hamilton Drive. This is an appropriate setback, providing for adequate landscaping.
- Setback from the east property line: the units that are adjacent to the existing commercial use have setbacks ranging from 10 – 12.5 metres. This will provide sufficient buffer (in the form of private amenity space) between the proposed townhouses and current commercial use.
- Landscaping Buffer: a proper landscaping buffer has been provided where the site is adjacent to the existing residential uses (3 – 3.41 metres). A small portion of the landscape buffer setbacks 2.6 metres from the property line, however, that portion is close to the existing garage on the adjacent property (33 & 35 Hamilton Drive). A fence and proper vegetation have been proposed to be installed and planted along the northern property line to maintain the privacy and screening the residential uses.

## Development Considerations

### Housing Pledge

In October 2023, Council approved the Town’s housing pledge of approving 6,400 housing units by 2031 (Chart 1). 1512 residential units have already been approved since October 2023.



If approved, this application would bring the total approved residential units to 1536, or 24% of our goal.

### Servicing Allocation

To date, servicing has not been allocated to this development. Servicing allocation will be considered in the annual servicing allocation report, scheduled for a future Committee of the Whole Meeting. A Holding provision in the By-law is recommended to ensure servicing is in place prior to the development proceeding.

## **Affordable Housing**

The York Region Official Plan has a key guiding planning principal of a region-wide target that a minimum 35% of all new housing units within Regional Centres and Major Transit Station Areas (MTSA) are affordable to low and middle-income households. This is comprehensive of all development applications within the MTSA's and may not necessarily be achieved by each individual application.

Staff continue to review the affordable housing requirements with the applicant. It is recommended that a holding provision be applied to the Zoning By-law until such time as staff is satisfied that the affordable housing policies are achieved.

## **Holding Provision**

In accordance with Section 36 of the *Planning Act*, Council may impose Holding Provisions ('H') on a Zoning By-law Amendment to limit the use of land until the 'H' conditions are satisfied. In this application, the proposed Zoning By-law Amendment include Holding Provisions for:

- Execution of a Site Plan Agreement;
- Servicing Allocation;
- Addressing the Affordable Housing policy to the satisfaction of Town staff; and

## **Future Applications**

Should the Official Plan Amendment and Zoning By-law Amendment be approved by Council, future applications will include a Site Plan Approval and Condominium Approval applications. An application to remove the Holding Provision would also be required.

## **Conclusion**

The proposed Official Plan and Zoning By-law Amendment applications have been processed per the *Planning Act* including circulation to the Town's internal departments and external agencies. No concerns have been identified.

The proposal supports the goals of the Official Plan and conforms to or does not conflict with the Provincial Planning Statement, and the York Region Official Plan.

Staff recommend approval of the applications, subject to the application of specific holding provisions. Further review and refinement of the application will take place through detailed design as part of the Site Plan Approval process, within the parameters of the proposed zoning.

## **Business Plan and Strategic Plan Linkages**

- Community and economic vibrancy
- Extraordinary places and spaces

## **Consultation**

### **Agency and Department Comments**

The application and associated technical reports were circulated to all internal departments and external agencies. Comments received indicate there is no objection to the proposed Official Plan and Zoning By-law Amendment applications, subject to the conditions of the proposed Holding Provisions. Any noted technical comments will be addressed through a future Site Plan Application.

### **Effect of Public Input**

A Statutory Public Meeting was held on September 16, 2024. This meeting provided the public and interested persons an opportunity to comment on the application.

Comments were received from the public and members of Council at the Statutory Public Meeting. Members of the public also provided comments through email before and after the Public Meeting. The following sections outline the nature of the comments and how they have been addressed.

#### **Landscape buffer on north side of the subject land**

Comments were made about the landscape buffer on north side of the development. The subject land is adjacent to a single detached residential property to the north. The Zoning By-law requires a 3-metre landscape buffer for townhouse development abutting a residential use.

Initially a narrower landscape buffer was proposed. The applicant has since revised the proposal to increase the landscape buffer on north side of the subject land. Currently, the proposed northern landscape buffer is 3 metres, except for a small portion on northwest side of the subject land (2.6 metres). This portion of the development is close to the existing garage, not the dwelling. The rest of the north landscape buffer maintains the 3-metre required landscape buffer. Appropriate vegetation has been proposed to be planted on the landscape buffer to create a visual separation between the properties. Additionally, the applicant is proposing a 1.8 metre privacy fence along the northern property line.

#### **Traffic**

Comments were made regarding the future traffic flow at the Public Meeting. The applicant has submitted a Traffic Impact Study stating that considering future population of this area, the increased traffic will not adversely affect the neighbourhood. The study was reviewed by Engineering Services, York Region and CYFS; no concerns were raised.

#### **Parking**

Planning Services has received comments regarding the parking spaces. The applicant is providing single and double car garage units to optimize parking availability and

presenting various unit types while complying with the Zoning By-law requirements. The parking space requirement for this development is 42 spaces (including 1 type A and 1 type B Barrier-free parking spaces) and the applicant is proposing 46 parking spaces. The applicant is not seeking a reduction of parking spaces.

## **Amenity Spaces**

A comment was made regarding an outdoor play area for the townhouses. Zoning By-law 2010-40 does not have a requirement to provide play areas for townhouses. However, as part of the development application, the applicant is required to pay cash-in-lieu of parkland dedication to the Town which is used to offset increased pressure on public amenity spaces from the new residents. In terms of private amenity space, the Zoning By-law sets standards for backyards and balconies, ensuring there is private amenity space for each unit. The applicant is proposing proper backyards and balconies to provide private amenity spaces for all the units.

## **Human Resource Considerations**

None.

## **Budget Impact**

The appropriate planning application fees have been received for this application. The Town will also receive revenue from development charges associated with this development.

## **Attachments**

Appendix 1 – Location Map

Appendix 2 – Applicant's Concept Site Plan

Appendix 3 – Proposed Official Plan Amendment

Appendix 4 – Proposed Zoning By-law Amendment

## **Submitted by**

Aida Hosseinzadeh, Intermediate Planner – Development, Planning & Building Services

## **Approved for Submission**

Adrian Cammaert, MCIP, RPP, Manager, Planning Services

Jason Unger, MCIP, RPP, Director, Planning & Building Services

Peter Noehammer, P. Eng. Commissioner, Development & Infrastructure Services

## **Contact**

Aida Hosseinzadeh, Intermediate Planner – Development,  
ahosseinzadeh@newmarket.ca



# 1041, 1051 Davis Dr and 15, 23 Hamilton Dr



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**Amendment No. 43  
to the  
Town of Newmarket Official Plan**

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# **PART A THE PREAMBLE**

The Preamble provides an explanation of the amendment, including the location and purpose of the proposed amendment, basis of the amendment and a summary of the changes to the Town of Newmarket Official Plan, but does not form part of this amendment.

## **1. Purpose of the Amendment**

The purpose of the Official Plan Amendment Number 43 to the Town of Newmarket Official Plan 2006 is to amend Schedule A Land Use, to re-designate the subject lands identified on Location Map attached hereto from 'Commercial' to 'Residential Areas', to permit the development of 24 three-storey townhouse dwelling units.

## **2. Location**

The lands subject to this amendment are located on the north side of Davis Drive and east of Hamilton Drive. The subject lands are comprised of several parcels municipally known as 1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive. The subject lands have an area of approximately 0.54 hectares with 60.17 metres frontage along Davis Drive and 87.72 metres frontage along Hamilton Drive. The subject lands affected by this Amendment are shown more particularly on the Location Map, which is appended for information purposes (See Map 1). The surrounding land uses are low density residential uses to the north and south (across from the subject land, south of Davis Drive). Commercial uses are east of the property, at the intersection of Leslie Street and Davis Drive. There are low density residential uses and a redevelopment proposal to the west.

## **3. Basis**

The decision to amend the land use designation in Schedule A – Land Use is based on the following considerations:

1. The proposal is consistent with the PPS by providing a mix of housing types within an existing settlement area, along a transit corridor, allowing for efficient use of existing infrastructure, and promoting supportive densities to facilitate a compact urban form.
2. The proposal supports and is consistent with York Region Official Plan policies as the proposal is redevelopment and intensification along a Regional Corridor within a Protected Major Transit Stations Area (PMTSA).
3. The amendment facilitates the commitment of the Official Plan to protect and strengthen existing neighborhoods. The redevelopment of the subject lands will respect the existing character of the area and the surroundings through site development process.

4. Pursuant to the objectives of the Official Plan, the amendment will facilitate development to provide a range of residential accommodation by housing type, tenure, size, location, and price ranges to help satisfy the Town's housing needs. The proposed amendment will also facilitate residential development located along an arterial road that represents a modest infill redevelopment and appropriate intensification of lands within the built-up portions of the *Urban Area* in the Town of Newmarket. The proposed residential development will contribute 24 three-storey townhouse units to the Town's mix of housing types, tenures, sizes and location.
5. The proposed residential development is abutting an existing residential neighbourhood to the north, west and south. Most of the parcels in the subject land were designated Commercial, however, the parcels were zoned Residential. Therefore, the current zoning does not conform to the Official Plan. The proposed Official Plan amendment is aligned with the proposed Zoning By-law. The proposed townhouse development is compatible with the existing and surrounding residential character of the neighbourhood.
6. Section 12 of the Official Plan provides direction that ensures a high-quality built environment to create an attractive, accessible, comfortable, safe and healthy built environment, and a community with a built form that enhances the Town's sense of place. The proposed townhouses represent a more intensive form of residential uses which reflect their location next to an arterial road but are of a compatible scale to the surrounding residential dwellings and the proposed redevelopment of townhouses across the street on northwest side of Davis Drive and Hamilton Drive. Any possible impact would be minimized by the landscaping buffer, sufficient setbacks and height limitation.
7. The development conforms to the intent, goals and strategic directions of the Official Plan. The Official Plan Amendment is considered good planning, in the public interest and of benefit to current and future Newmarket residents.

## **PART B THE AMENDMENT**

The Amendment describes the additions, deletions and/or modifications to Schedule A – Land Use of the Town of Newmarket Official Plan and constitutes Official Plan Amendment No. 43 has been shown on the attached map designated as Schedule 1.

### **1. Format of the Amendment**

Official Plan Amendment No. 43 consists of the following proposed modifications to the text and Schedule A – Land Use of the Town of Newmarket Official Plan. The Schedule of the Official Plan proposed for modification is identified as “**Item**”.

Where additions to the existing text are proposed, they are identified in “**bold**”. Where the text is proposed to be deleted, it is shown in “~~striketrough~~”. Where appropriate, unchanged text has been included for context and does not constitute part of Official Plan Amendment No. 43.

### **2. Details of the Amendment**

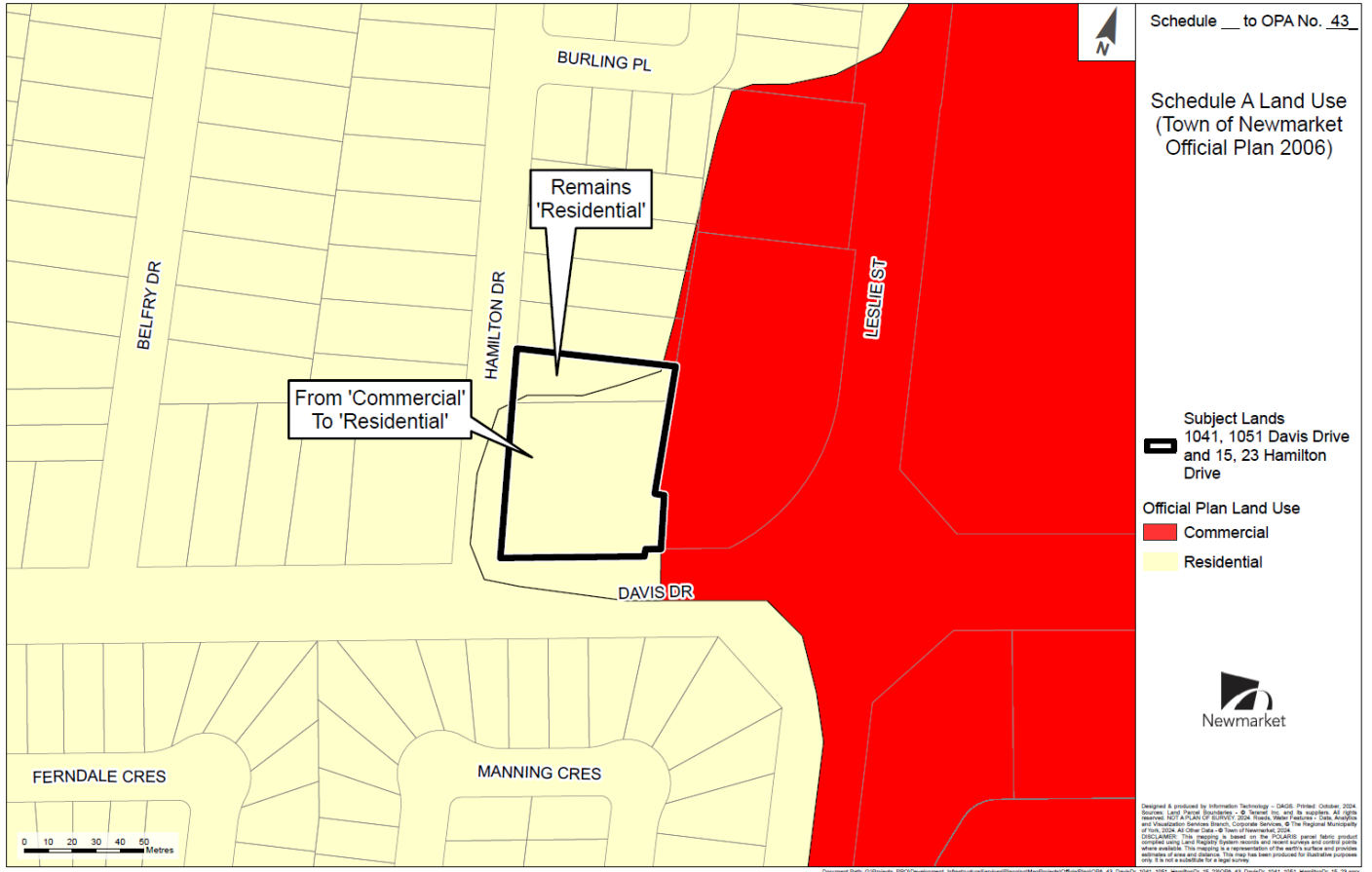
#### **Item 1 Section A - Land Use**

- a) Amending Schedule A – Land Use Designation to Town of Newmarket Official Plan, by redesignating the three parcels of the Subject Lands municipally known as 1041, 1051 Davis Drive and 15 Hamilton Drive from “Commercial” to “Residential Areas”, attached hereto as Schedule “1”.



### 3. Schedules

#### Schedule 1 – Schedule A: Land Use



## 4. Implementation and Interpretation

This Amendment to the Official Plan will be implemented as follows:

a) Zoning By-law

It is Council's intent to implement this Amendment by enacting an appropriate zoning by-law pursuant to the provisions of the Planning Act R.S.O. 1990, C.P. 13, on the lands affected by this amendment.

b) Site Plan Approval

It is Council's intent to implement this Amendment, the land use designations and policies of this Plan, and a high standard of site layout and design by requiring site plan approval pursuant to the provisions of the *Planning Act*, on the Lands affected by this Amendment.

DRAFT

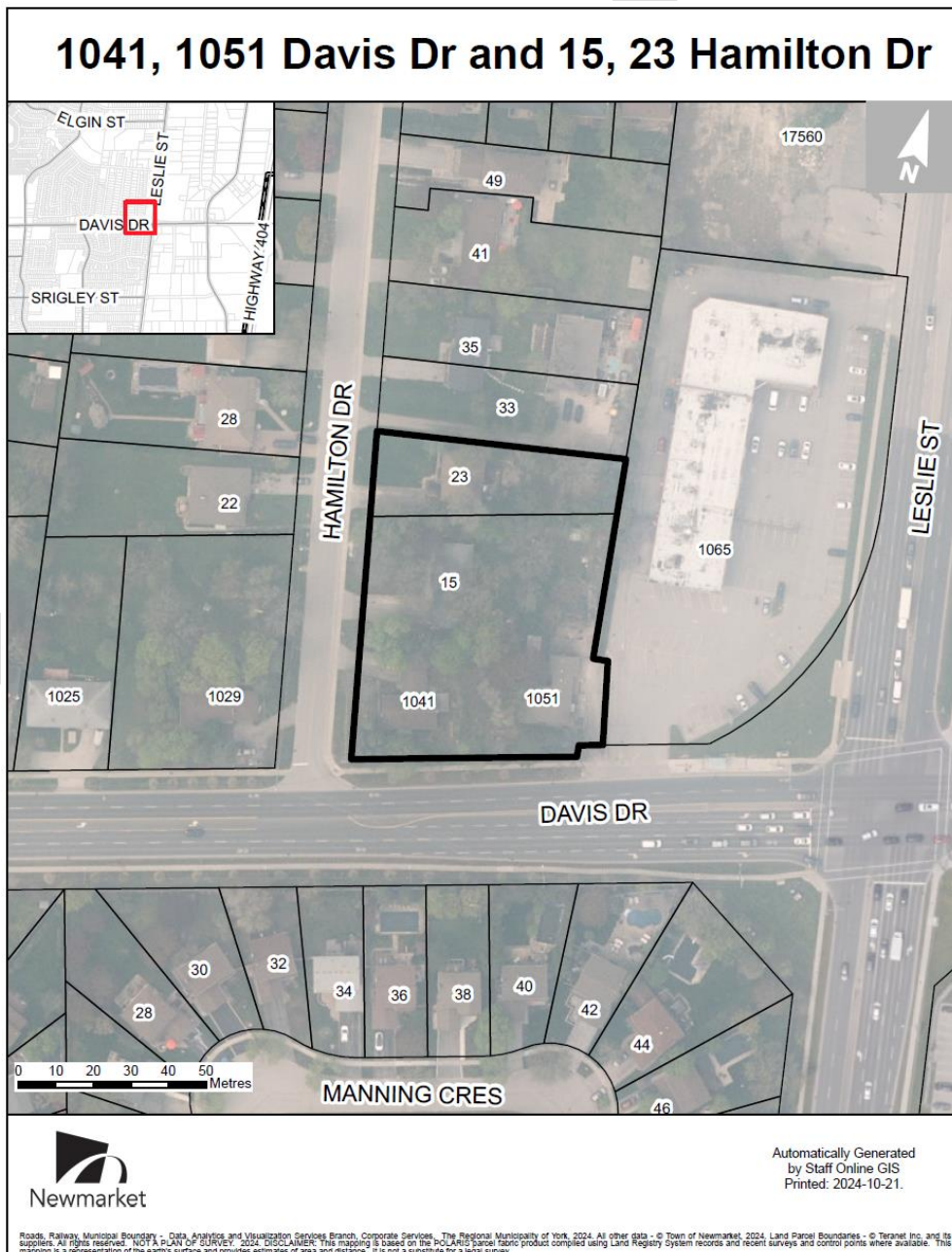


## PART C THE APPENDIX

The following appendix does not constitute part of this Amendment and is included for information purposes only.

### 1. Map 1

Map 1, which shows the location of the subject lands is attached hereto for information purposes only.





# Corporation of the Town of Newmarket

## By-law 2024-XX

A By-law to amend By-law Number 2010-40, as amended, being the Town's Comprehensive Zoning By-law (1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive).

Whereas the Council of the Town of Newmarket has the authority pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to pass this By-law;

And whereas it is deemed advisable to amend By-law 2010-40, as amended;

Therefore be it enacted by the Council of the Corporation of the Town of Newmarket as follows:

1. That the lands subject to this amendment are illustrated on Schedule 1 attached hereto (Subject Lands);
2. That By-law 2010-40, as amended is hereby amended by:
  - a. Deleting from Schedule A Map No. 6 the Residential Detached Dwelling 18M (R1-D) Zone on the subject lands and substituting therefore the Residential Townhouse Dwelling 3 Zone (R4-R-177) as shown on Schedule '1' attached hereto, and forming part of this By-law.
  - b. Adding the following regulations to Section 8.1.1 List of Exceptions:

Exceptions 164	Zoning R4-R-177	Map 6	By-law Reference 2024-XX	File Reference OPZS-2024-003
i)	Location: North side of Davis Drive and east side of Hamilton Drive (1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive)			
ii)	Legal Description: LT 13 PL 385, PT LTS 10 & 11 PL 385; PT LT 12 PL 385			
iii)	Notwithstanding any other provision of the By-law to the contrary, the following provisions shall apply to the lands zoned R4-R-177 shown on Schedule '1' attached here to:			
Development standards:				
a)	Minimum lot area (per unit)			n/a
b)	Number of townhouse units (maximum)			24
c)	Minimum lot frontage (Davis Drive)			66.7 m
d)	Minimum lot frontage on a private road:			4.5 m

e) Setback from north property line – minimum:	2.6 m
f) Setback from south property line (Davis Drive) – minimum	3 m
g) Setback from west property line (Hamilton Drive) – minimum	
1. Any end unit facing Hamilton Drive	4.5 m
2. Any front façade facing Hamilton Drive	5.5 m
h) Setback from east property line – minimum	
1. Any end unit facing east property line	4.5 m
2. Any rear façade facing east property line	9.5 m
i) Setback from private road – minimum	6 m
j) Building Separation – minimum	2.5 m
k) Lot coverage (subject land, excl road widening) – maximum	35%
l) Building height – maximum	3 storeys – 10.5 m
m) Driveway width – maximum	
1. Single car garage	3 m
2. Double car garage	5.4 m
n) Encroachments	
1. Unenclosed covered or uncovered porch and steps shall be permitted to encroach into the front and exterior side yard of the subject land	2.6 m
2. Unenclosed covered or uncovered porch and steps shall be permitted to encroach into the required setback of a private road from a front façade.	2.6 m
3. Raised decks* shall be permitted to project from the rear façade.	2.2 m
4. Steps of the units fronting onto Davis Drive can encroach up to the property line.	
*Raised deck means a raised platform, with no solid roof or walls, which is supported by vertical uprights, and is only accessible from within the building and can be used as an outdoor living.	

3. That By-law 2010-40, as amended is hereby amended by:

a. Adding the following provisions to Section 8.2.1 List of Holding Provisions:

By-law No.	Property Description	Permitted Uses Until Holding Provision is Removed	Conditions for Removal
2024-XX Date Enacted: November 18, 2024	LT 13 PL 385, PT LTS 10 & 11 PL 385; PT LT 12 PL 385	No person within the lands zoned (H) R4-R-177 Zone shall use any lot or erect, alter or use any buildings or structures for any purpose except for those uses	That sufficient servicing capacity is available, and has been allocated by the Town;

	1041 & 1051 Davis Drive and 15 & 23 Hamilton Drive	<p>which existed on the date of passing of this By-law.</p> <p>Furthermore, no extension or enlargement of the uses which existed on the date of passing of this By-law shall occur unless an amendment to this By-law or removal of the '(H)' prefix, as identified in the next column, is approved by the Council of the Corporation of the Town of Newmarket and comes into full force and effect.</p>	<p>That the Owner has signed the Town's site plan agreement and has posted all performance security contemplated therein;</p> <p>That the Owner has satisfied the affordable housing policies to the satisfaction of the Director, Planning &amp; Building Services.</p>
--	--	---	--

4. And that all other provisions of By-law 2010-40, as amended, shall apply to the lands subject to this By-law.
5. That Schedules 1 attached hereto shall form part of By-law 2024-XX.

Enacted this 18<sup>th</sup> day of November, 2024

\_\_\_\_\_  
John Taylor, Mayor

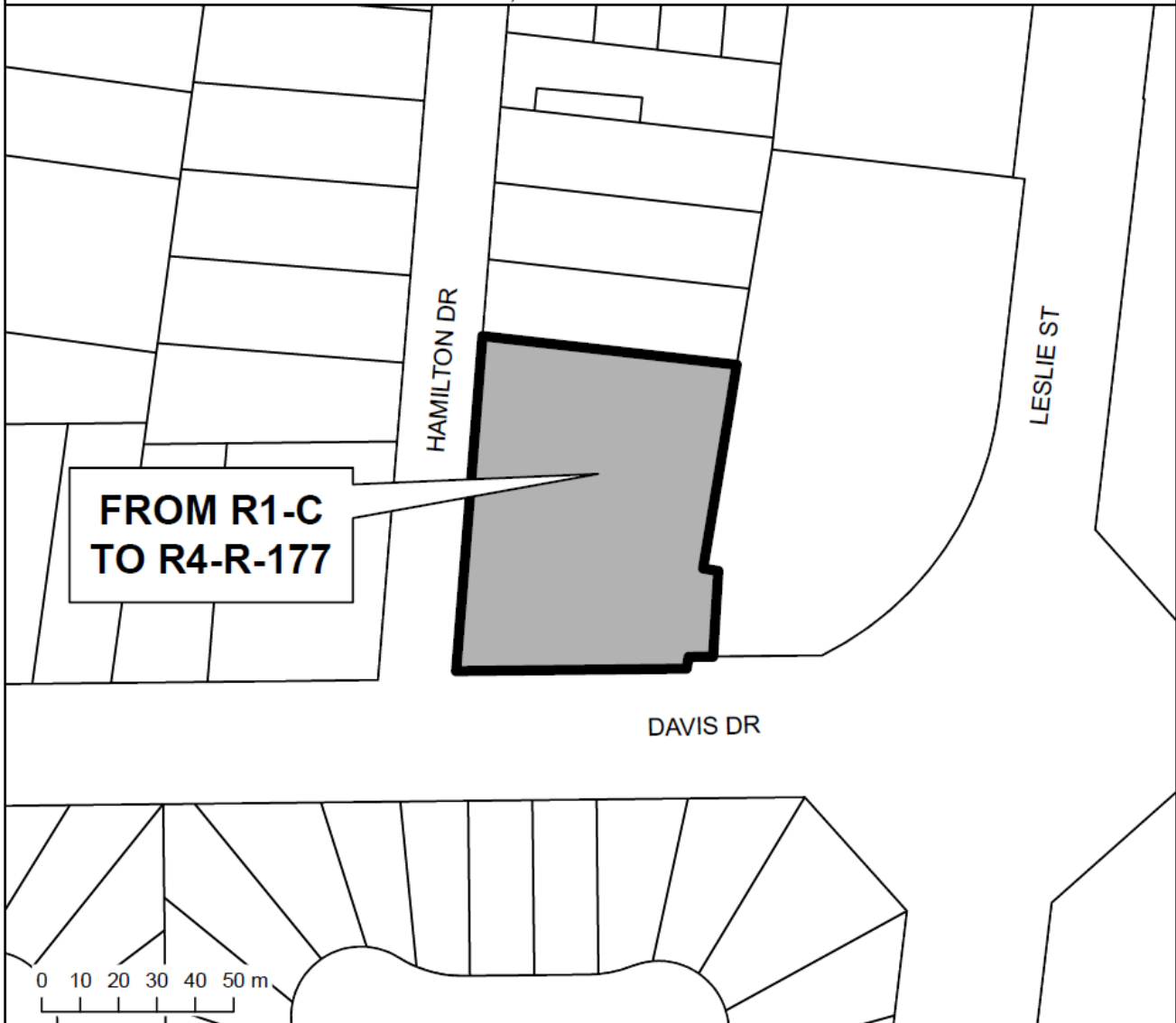
\_\_\_\_\_  
Lisa Lyons, Town Clerk

**TOWN OF NEWMARKET**  
**REGIONAL MUNICIPALITY OF YORK**  
**1041,1051 DAVIS DRIVE, 15 HAMILTON DRIVE**  
PT LTS 10 & 11 PL 385 AS IN R464905 AND R484121; PT  
LT 12 PL 385 EAST GWILLIMBURY PT 1, 65R6543; PT LT 1  
CON 2 EAST GWILLIMBURY PT 2, 65R6543; NEWMARKET  
**23 HAMILTON DRIVE**  
LT 13 PL 385 EAST GWILLIMBURY ; NEWMARKET

This is Schedule '1'  
To Bylaw 2024-  
Passed this \_\_\_\_\_ Day  
of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



**SCHEDULE "1" TO BY-LAW 2024-**  
**TOWN OF NEWMARKET PLANNING DEPARTMENT**



Designed & produced by Information Technology - DAGS. Printed: October, 2024. Land Parcel Boundaries - © Teranet Inc. and its suppliers. All rights reserved. NOT A PLAN OF SURVEY. 2024. Zoning - Town of Newmarket, 2024. DISCLAIMER: This mapping is based on the POLARIS parcel fabric product compiled using Land Registry System records and recent surveys and control points where available. This mapping is a representation of the earth's surface and provides estimates of area and distance. This map has been produced for illustrative purposes only. It is not a substitute for a legal survey.

Document Path:G:\Projects\_PRO\Development\_Infrastructure\Genioles\Planning\MapProjects\Zoning\ZBA\_Schedule\2010-40\_ZBA\_Schedule.aprx\ZBA2024\_DavisDr\_1041\_1051\_HamiltonDr\_15\_23



Town of Newmarket  
395 Mulock Drive P.O. Box 328,  
Newmarket, Ontario, L3Y 4X7

Email: [info@newmarket.ca](mailto:info@newmarket.ca) | Website: [newmarket.ca](http://newmarket.ca) | Phone: 905-895-5193

## **Ontario Ministry of the Environment, Conservation and Parks NPC-300 Guideline – 17175 Yonge Street Staff Report to Council**

Report Number: 2024-66

Department(s): Planning and Building Services

Author(s): Kaitlin McKay, Senior Planner - Development

Meeting Date: November 11, 2024

### **Recommendations**

1. That the report entitled Ontario Ministry of the Environment, Conservation and Parks NPC-300 Guideline – 17175 Yonge Street dated November 11, 2024 be received; and,
2. That the designation of 17175 Yonge Street to a Class 4 Noise Area be approved; and,
3. That Council approve the By-law, substantially in accordance with Attachment 1, authorizing the designation; and,
4. That Trinity Coptic Foundation and Malone Given Parsons be notified of this action; and,
5. That the owners of 17155 Yonge Street and their tenant be notified of this action; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this report is to recommend the classification of 17175 Yonge Street as a Class 4 Noise Area to acknowledge the existing surrounding noise sources.

### **Background**

An Official Plan Amendment and Zoning By-law Amendment application were approved in 2023 to permit the development of a 10-storey mixed use building on the property municipally addressed as 17175 Yonge Street. A Site Plan application has also been Ontario Ministry of the Environment, Conservation, and Parks NPC-300 Guideline – 17175 Yonge Street

submitted and the application is nearing completion. As part of the site plan application, a review of noise levels has been undertaken by the Town's Consulting Engineer R.J. Burnside (RJB).

The Ontario Ministry of the Environment, Conservation and Parks (MECP) provides guidance to what is acceptable noise levels for new developments. When new residential units are proposed, the applicant is to demonstrate that the noise levels within the new residences are within acceptable levels in accordance with the MECP Noise Guideline.

In 2013, the MECP released guideline Publication NPC-300, "Environmental Noise Guideline – Stationary and Transportation Noise Sources – Approval and Planning (NPC-300)". This is the guideline to which developments are held to meet and includes a standard that is appropriate for urban infill development contexts.

Specifically, NPC-300 introduced a new area classification called a Class 4 Area. A property's classification is based on the acoustic environment typical for the specific area; whether it be urban (Class 1 Area), rural (Class 3 Area), or a mixture of both (Class 2 Area). The Class 4 Area intends to capture new developments in close proximity to existing commercial/industrial operations.

NPC-300 defines a Class 4 area as, "...an area or specific site that would otherwise be defined as Class 1 or 2 and which:

- is an area intended for development with new noise sensitive land use(s) that are not yet built;
- is in proximity to existing, lawfully established stationary source(s); and,
- has formal confirmation from the land use planning authority with the Class 4 area classification which is determined during the land use planning process.

Additionally, areas with existing noise sensitive land use(s) cannot be classified as Class 4 areas."

NPC-300 acknowledges the constraints with infill developments and permits less stringent noise criteria for Class 4 Areas. Typically for Class 1 to 3 Areas, acceptable sound levels for residential units assumes the windows would be open, while the limits for a Class 4 Area assumes the windows to be closed. Therefore, the level of acceptable noise from surrounding uses can be higher.

Classifying an area as Class 4 requires formal confirmation from the land use planning authority (Council) during the planning process.



## Discussion

For this case specifically, the existing off-site noise sources are:

- The fast-food restaurant located immediately south of the property (17155 Yonge Street);
- The gas bar and car wash (17145 Yonge Street); and,
- The existing restaurant (currently vacant) located immediately north of the property (17215 Yonge Street).

The applicant's Environmental Noise Assessment indicates that the existing restaurant north of the subject land and the gas bar/car wash facility are anticipated to meet the Class 1 limits.

The main noise sources are rooftop mechanical units and activities from the drive-through facility at the fast-food restaurant. The applicant has explored mitigation measures to meet the Class 1 limit for this property, including working with the established adjacent commercial use to mitigate noise from their mechanical units located on the roof. The applicant has also requested to install sound barriers on the fast food restaurant property; however, that work was not approved by the adjacent property owner and as a result it was determined that mitigation was not feasible and a Class 4 designation would be applicable in this case.

The proposal meets the definition of a Class 4 area as described in the background section of this report.

Future residents of 17175 Yonge Street would be made aware of possible noise exceedance from pre-existing sources through a clause in the Purchase and Sale Agreements or Lease Agreements. Additionally, if this report is approved, the Site Plan agreement would include conditions that the applicant must address, including:

- The owner covenants and agrees to implement all recommendations in the Environmental Noise Assessment Report and the Supplementary Letter to Environmental Noise Assessment letter accepted by the Town;
- The owner covenants and agrees to include a warning clause in the Site Plan Agreement, Offer of Purchase and Sale, lease/rental agreements, and condominium declarations for all residential units. The warning clause shall read;  
*"Purchasers are advised that this development is a Class 4 receptor area/site under Ministry of Environment, Conservation and Parks noise guideline NPC-300 and that it is assumed that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation system which will allow windows and exterior doors to remain closed. Notwithstanding any noise mitigation in the design of this development and individual dwellings, noise from the adjacent commercial facilities may be at times interfere with some*

*activities of the dwelling occupants. In the event of such an occurrence, residents are advised to close the windows.”*

- The owner covenants and agrees to provide certification from an acoustical consultant that the appropriate measures have been installed per accepted Environmental Noise Assessment Report and Supplementary Letter to Environmental Noise Assessment letter.

## **Conclusion**

It is recommended to designate the property known as 17175 Yonge Street as a Class 4 Area to allow for more contextually appropriate criteria on the subject property in accordance with the MECP Guideline NPC-300. If approved, any applicable conditions would be included within the Site Plan Agreement.

## **Business Plan and Strategic Plan Linkages**

- Community and economic vibrancy
- Extraordinary places and spaces

## **Consultation**

Engineering Services and the Town’s Consulting Engineer R.J. Burnside (RJB) have been consulted.

## **Human Resource Considerations**

None.

## **Budget Impact**

None.

## **Attachments**

Attachment 1 – Draft By-law authorizing the re-designation

## **Submitted by**

Kaitlin McKay, MCIP, RPP, Senior Planner – Development

## **Approved for Submission**

Adrian Cammaert, MCIP, RPP, Manager, Planning Services

Jason Unger, MCIP, RPP, Director, Planning & Building Services

Peter Noehammer, P. Eng., Commissioner, Development & Infrastructure Services

## **Contact**

Kaitlin McKay, Senior Planner – Development

[kmckay@newmarket.ca](mailto:kmckay@newmarket.ca)





# Corporation of the Town of Newmarket

## By-law 2024-XX

A By-law to designate 17175 Yonge Street as a Class 4 Area under the Ontario Ministry of the Environment, Conservation and Parks “Environmental Noise Guideline – Stationary and Transportation Noise Sources – Approval and Planning (NPC-300)”.

Whereas Council can authorize that a property can be designated a Class 4 Area in order to acknowledge external noise cannot be fully mitigated for infill developments in urban areas;

And whereas all of the conditions of the NPC-300 Guideline have been met;

Therefore be it enacted by the Council of the Corporation of the Town of Newmarket as follows:

1. That 17175 Yonge Street is authorized to be classified as a Class 4 Area under the Ontario Ministry of the Environment, Conservation and Parks “Environmental Noise Guideline – Stationary and Transportation Noise Sources – Approval and Planning (NPC-300)”

Enacted this 18<sup>th</sup> day of November, 2024.

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John Taylor, Mayor

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Lisa Lyons, Town Clerk





Town of Newmarket  
395 Mulock Drive P.O. Box 328,  
Newmarket, Ontario, L3Y 4X7

Email: [info@newmarket.ca](mailto:info@newmarket.ca) | Website: [newmarket.ca](http://newmarket.ca) | Phone: 905-895-5193

## **Bolton Avenue (south of Watson Avenue) Parking Review Staff Report to Council**

Report Number: 2024-63

Department(s): Engineering Services

Author(s): Paul Choi, Transportation Specialist

Meeting Date: November 11, 2024

### **Recommendations**

1. That the report entitled Bolton Avenue (south of Watson Avenue) Parking Review dated November 11, 2024, be received; and,
2. That no changes to the parking restrictions on Bolton Avenue (south of Watson Avenue) be implemented at this time; and,
3. That the parking restrictions on Bolton Avenue (south of Watson Avenue) be reviewed again once the three developments in the area are completed; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

This report outlines the results of the public consultation regarding the parking review for the south end of Bolton Avenue, between Watson Avenue and Davis Drive, and provides recommendations for Council's consideration.

### **Background**

At its regular meeting on June 17, 2024, Town Council requested that staff examine the possibility of implementing No-Stopping and No-Parking restrictions on Bolton Avenue. The following recommendation was adopted:

**That staff be directed to conduct a traffic review for No-Stopping and No-Parking on Bolton Avenue.**

Currently, parking is restricted on both sides of the south end of Bolton Avenue (Appendix A). The request is to assess whether these restrictions can be converted into a No-Stopping zone, in conjunction with the new enhanced parking enforcement measures in the Lundy’s Lane area.

## Discussion

The south end of Bolton Avenue is a two-lane, north-south local road with an average daily traffic volume of 407 vehicles. There are sidewalks on both sides of the road, and three new developments are planned in the area, as follows:

- 1) 603 Davis Drive, 18 & 22 Bolton Avenue: Seniors Home
- 2) 43 Lundy’s Lane, 592 Watson Avenue, 40, 36, and 32 Bolton Avenue: Residential
- 3) 615 625 631 Davis and 29 33 39 Bolton: Mixed Use (Residential and Commercial)

As part of this parking study, Town staff conducted a consultation by mail, reaching out to seventeen households potentially impacted by the proposed parking changes. Each household received a letter, dated August 8, 2024, requesting their input on the proposed parking restrictions. Six of the seventeen letters, associated with the development applications, were returned to the office.

Description	Total Responses (Min. 50% Required)	Supports “No Stopping” (Min. 60% Required)	No Response
<b>Count</b>	0	0	11 (6 returned)
<b>Percentage</b> 17 Households	0%	0%	100%

As shown in the survey summarized in the table above, converting the south end of Bolton Avenue to a No-Stopping zone did not meet the minimum threshold required for a recommendation to Council. However, given the substantial impacts of the three new developments planned for the area, staff recommends revisiting this matter once the developments are completed.

## Conclusion

In accordance with the Town’s Public Consultation and Support Policy requirements under the Parking policy, consultation was conducted with seventeen households that could be affected by the proposed changes. On August 8, 2024, public consultation letters were mailed individually to these households to solicit their input. Based on the results of the consultation, a ‘No Stopping’ zone at the south end of Bolton Avenue is not recommended at this time. However, it is recommended that this issue be revisited once the three new developments in the area are completed.



## **Business Plan and Strategic Plan Linkages**

Well-planned and connected... strategically planning for the future to improve information access and enhance travel to, from, and within Newmarket.

## **Consultation**

In accordance with the Town's Public Consultation and Support Policy requirements under the Parking policy, consultation was conducted with seventeen households that could be affected by the proposed changes. On August 8, 2024, public consultation letters were mailed individually to these households to solicit their input.

To further communicate the findings and invite more feedback, all households within the study area will receive a copy of this report. A notice will follow, indicating the date and time of the Committee of the Whole meeting at which the matter will be heard. Residents who wish to address the Committee will have opportunity to do so either in writing, or by appearing at the Committee on that date to provide a deputation.

## **Human Resource Considerations**

None.

## **Budget Impact**

None.

## **Attachments**

Appendix A - Existing and Proposed Parking Restrictions (Included in Public Consultation Letter)

## **Approval**

Sepideh Majdi, M.Sc., P. Eng, Director, Engineering Services

Peter Noehammer, P. Eng, Commissioner, Development & Infrastructure Services

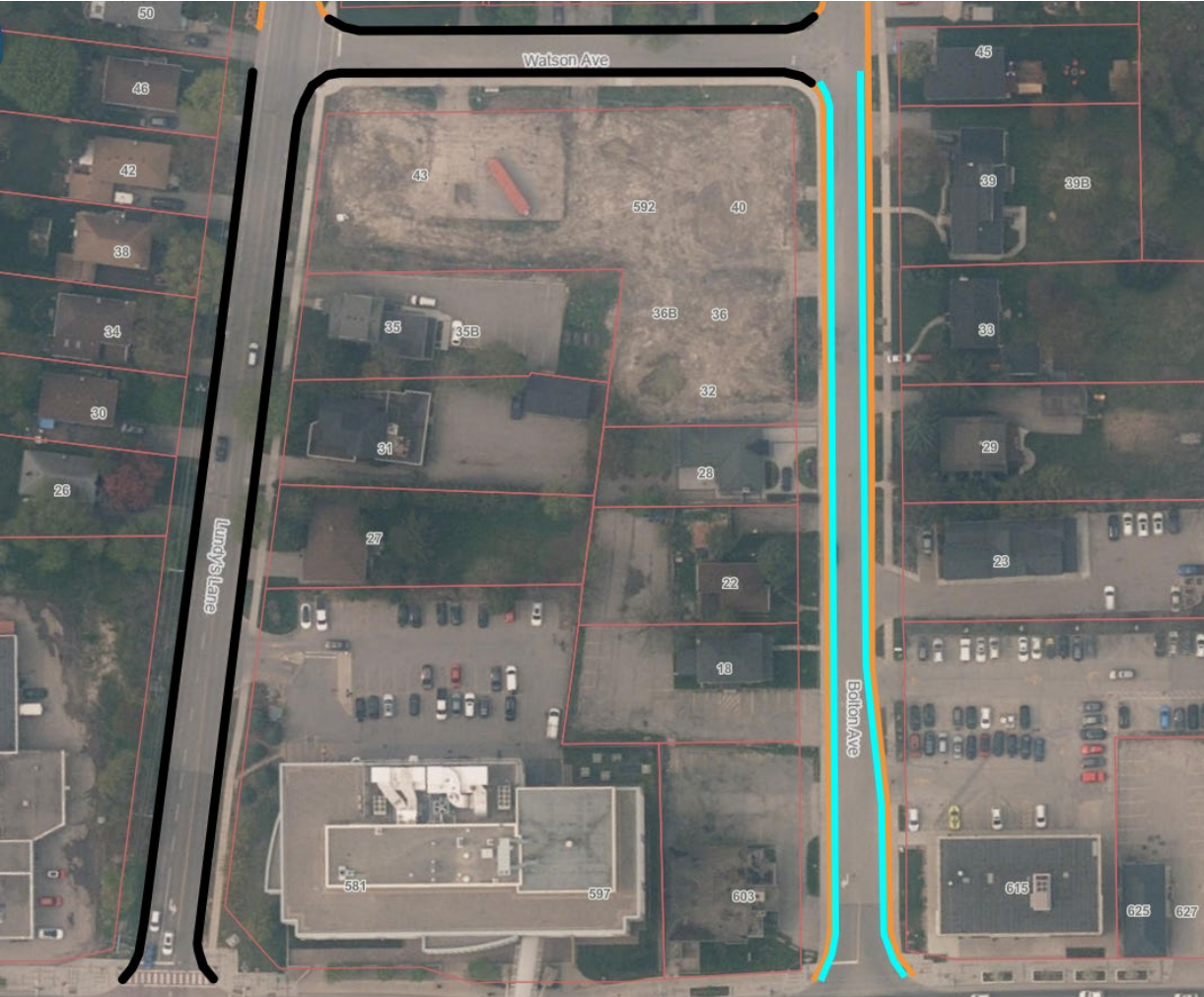
## **Contact**

For more information or questions regarding this report, please contact Paul Choi, BBA, MITE, CET, Transportation Specialist at 905-953-5300 extension 2517 or [pchoi@newmarket.ca](mailto:pchoi@newmarket.ca)

If you require this document in an alternative format, please contact the Town of Newmarket at 905-953-5300



**Appendix A - Existing and Proposed Parking Restrictions (Included in Public Consultation Letter)**



- Existing No Parking – Any time
- Existing No Stopping – Any time
- Proposed No Stopping – Any time





# Town of Newmarket

## Minutes

### Heritage Newmarket Advisory Committee

Date: Tuesday, August 20, 2024  
Time: 7:00 PM  
Location: Streamed live from the Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Members Present: Elaine Adam, Chair  
Joshua Campbell, Vice Chair  
Dan MacPherson  
Rob Shaw  
Pamela Vega

Members Absent: Councillor Bisanz  
Julian Antonini

Staff Present: S. Granat, Legislative Coordinator  
U. Mahmood, Planner COA & Cultural Heritage  
S. Hastings, Facilities Capital Projects Manager,

The meeting was called to order at 7:01 PM.  
Elaine Adam in the Chair.

#### 1. Notice

Elaine Adam advised that members of the public were encouraged to attend an electronic Advisory Committee or Board Meeting by joining through the ZOOM information provided with the agenda.

#### 2. Additions & Corrections to the Agenda

None.

**3. Conflict of Interest Declarations**

None.

**4. Presentations & Deputations**

**4.1 Heritage Newmarket Advisory Committee - Elman W. Campbell  
Museum Flat Roof Replacement**

The Facilities Capital Projects Manager provided a presentation regarding Heritage Newmarket Advisory Committee - Elman W. Campbell Museum Flat Roof Replacement including building history, heritage, stairs, the brick chimney, Heritage Impact Assessment and Heritage Permit.

Members of the Advisory Committee queried the presenter regarding brick materials, interior of the building, location of chimney removal, and closure of the Museum.

Moved by: Dan MacPherson

Seconded by: Pamela Vega

1. That the presentation by Susan Hastings, Facilities Capital Projects Manager regarding the Heritage Newmarket Advisory Committee - Elman W. Campbell Museum Flat Roof Repair be received; and,
2. That the Heritage Newmarket Advisory Committee support the removal of the chimney and replacement of the west exterior cladding of the upper section of the building.

**Carried**

**5. Approval of Minutes**

**5.1 Heritage Newmarket Advisory Committee meeting minutes of June  
18, 2024**

Moved by: Dan MacPherson

Seconded by: Joshua Campbell

1. That the Heritage Newmarket Advisory Committee meeting minutes of June 18, 2024 be approved.

**Carried**

**6. Correspondence**

**7. Items**

**7.1 Plaque Replacement at 232 Main Street South (King George Hotel)**

The Planner Committee of Adjustment and Cultural Heritage provided a verbal update regarding the Plaque Replacement at 232 Main Street South (King George Hotel) including conversations with the owner, future research, and a property date.

Moved by: Dan MacPherson

Seconded by: Pamela Vega

1. That the plaque replacement at 232 Main Street South be approved.

**Carried**

**7.2 Awards Discussion**

There was no discussion on this matter.

**7.3 Nomination of the Postmark Hotel for the Lieutenant Governor's Ontario Heritage Award for Excellence in Conservation**

Pamela Vega spoke regarding Nomination of the Postmark Hotel for the Lieutenant Governor's Ontario Heritage Award for Excellence in Conservation.

Advisory Committee Members discussed the timeline for submitting a nomination, drafting the application, and speaking with the property owners.

An alternate motion was presented and is noted below in bold.

Moved by: Pamela Vega

Seconded by: Dan MacPherson

1. That Heritage Newmarket recommend the Postmark Hotel, located at 180 Main Street South, be nominated for the Lieutenant

Governor's Ontario Heritage Award for Excellence in Conservation;  
and,

2. **That Members of the Heritage Newmarket Advisory Committee will compile and submit the application.**

**Carried**

## **8. Committee Reports**

### **8.1 Elman W. Campbell Museum Board**

Dan MacPherson provided a verbal report regarding the Elman W. Campbell Museum Board including events at the museum, information from previous meetings, and a tour of the museum.

### **8.2 Lower Main Street South Heritage Conservation District Advisory Group**

Dan MacPherson provided a verbal report regarding the Lower Main Street South Heritage Conservation District Advisory Group including discussion from previous meetings, louvres at Old Town Hall, 198 Main Street, and a billboard request.

## **9. New Business**

### **9.1 Official Plan Review**

The Planner Committee of Adjustment and Cultural Heritage and Elaine Adam provided an verbal update regarding an upcoming Official Plan Review event the Advisory Committee's participation.

## **10. Adjournment**

1. That the meeting be adjourned at 7:34 PM.

---

Chair



---

Date





# Newmarket Public Library Board

## Minutes

Date: Wednesday, September 18, 2024  
Time: 5:30 PM  
Location: Newmarket Public Library Boardroom  
Newmarket Public Library  
438 Park Avenue  
Newmarket ON L3Y 1W1

Members Present: Darryl Gray  
Kelly Broome  
Victor Woodhouse  
Trevor Morrison  
Neila Poscente  
Beth Stevenson  
Rex Taylor

Staff Present: Tracy Munusami, CEO  
David di Giovanni, Manager, Programs and Community  
Engagement  
Jennifer Leveridge, Manager, Collections and Customer  
Experience  
Biagio Rachiele, Manager, Library Operations  
Lianne Bond, Administrative Coordinator

Guests: Tina Ranieri-D'Ovidio, Ward 99 Architects

### 1. Call to Order

The Chair called the meeting to order at 5:40 pm.

### 2. Adoption of Agenda Items

2.1 Adoption of the Regular Agenda

2.2 Adoption of the Closed Session Agenda

2.3 Adoption of the Consent Agenda Items

**Motion 24-09-107**

**Moved by** Trevor Morrison

**Seconded by** Beth Stevenson

**That** Agenda items 2.1 to 2.3 be adopted as presented.

**Carried**

**3. Declarations**

None were declared.

**4. Presentation - Welcoming Places and Spaces Design Services Update**

The Ward 99 Consultant presented to the Library Board the proposed concepts that have been developed through the Welcoming Places and Spaces Design Services they have provided. The designs included flexible and customer focused public spaces and effective staff spaces for collaboration and material handling.

**Motion 24-09-108**

**Moved by** Rex Taylor

**Seconded by** Neila Poscente

**That** the Library Board receive the presentation on Welcoming Places and Spaces Design Services Update.

**Carried**

**5. Consent Agenda Items**

5.1 Adoption of the regular Board meeting minutes for Wednesday, June19, 2024 minutes.

5.2 Strategic Operations Report - Summer, 2024

5.3 Second Quarter Financial Statement

5.4 Proclamation and Lighting Request - Ontario Public Library Week

5.5 Library Bank Transfer

A Board member received many accolades from residents for the fantastic job done by Library staff at the Moonlight Movies summer series.

**Motion 24-09-109**

**Moved by** Kelly Broome

**Seconded by** Victor Woodhouse

**That** Consent Agenda items 5.1 to 5.5 be approved and adopted as presented.

**Carried**

**6. Policies**

6.1 Health and Safety Policies

Legislation requires that the Library Board review annually the Health and Safety, Workplace Violence and Workplace Harassment policies. No changes were required to be made to these policies.

**Motion 24-09-110**

**Moved by** Trevor Morrison

**Seconded by** Kelly Broome

**That** the Library Board approved the Health and Safety Policy and Workplace Violence and Workplace Harassment Policy as presented.

**Carried**

**7. Reports**

There were no reports.

**8. Business Arising**

8.1 Library Board Action List

The Library Board reviewed the Action List. Item 4, Library Operational Efficiencies review was updated with the completion of the IT integration with the Town of Newmarket. This item has now been completed.

**Motion 24-09-111**

**Moved by** Beth Stevenson

**Seconded by** Rex Taylor

**That** the Library Board receive the Action List as presented.

**Carried**

**9. New Business**

9.1 Ontario Library Service Virtual Conference

The Library Board are invited to attend the Ontario Library Service Virtual Conference on October 24th. An email to Board members will be sent with the registration information on the conference.

**10. Closed Session (if required)**

**11. Dates of Future Meetings**

11.1 The next regular Library Board meeting is scheduled for Wednesday, October 16, 2024 at 5:30 pm in the Library Board room

**12. Adjournment**

**Motion 24-09-112**

**Moved by** Victor Woodhouse

**Seconded by** Beth Stevenson

**That** there being no further business, the meeting adjourn at 6:30 pm.

**Carried**

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Darryl Gray, Chair

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Tracy Munusami, Secretary/Treasurer



## Town of Newmarket

### Minutes

### Elman W. Campbell Museum Board of Management

Date: Wednesday, September 25, 2024

Time: 7:00 PM

Location: Elman W. Campbell Museum  
134 Main Street South  
Newmarket, ON

Members Present: Jackie Playter, Chair  
Ron Atkins  
Billie Locke (7:05 PM to 8:38 PM)  
Alexis Gada  
Nancy Fish  
Councillor Woodhouse (7:04 PM to 8:28 PM)  
Dan MacPherson

Members Absent: Krista Rauchenstein

Staff Present: C. Service, Director of Recreation and Culture Services  
S. Ernst, Supervisor Culture Programs  
S. Granat, Legislative Coordinator  
W. Broydell, Cultural Programmer - History and Heritage  
J. Charpentier, Curatorial Assistant

The meeting was called to order at 7:00 PM.

Jackie Playter in the Chair.

#### 1. Notice

Jackie Playter advised that members of the public could attend the meeting in person only at the Elman W. Campbell Museum located at 134 Main Street South, Newmarket, Ontario.

**2. Additions & Corrections to the Agenda**

None.

**3. Conflict of Interest Declarations**

None.

**4. Approval of Minutes**

**4.1 Elman W. Campbell Museum Board meeting minutes of June 26, 2024**

Moved by: Dan MacPherson

Seconded by: Alexis Gada

1. That the Elman W. Campbell Museum Board meeting minutes of June 26, 2024 be approved.

**Carried**

**5. Items**

**5.1 Strategy Moving Forward**

The Director of Recreation and Culture facilitated Strategy Moving Forward including strengths, opportunities, aspirations, results, next steps, reporting information back to the Board, and next steps.

Board Members discussed strengths including location, content and history, programming, local hub, and location; opportunities including programming ideas, partnerships, threats, public relations, taking the Elman W. Campbell Museum out into the community, volunteerism, ageing out, and marketing; aspirations including facility, programming, feelings that are created by patrons; and results including foot traffic, visits, partnerships, number of volunteers, social media, revenue generation, and larger facility, the brand journey, and possible events.

Moved by: Nancy Fish

Seconded by: Dan MacPherson

1. That the presentation by Colin Service, Director of Recreation and Culture Services regarding Strategic Planning Facilitation Session be received.



**Carried**

## **5.2 Awning**

The Cultural Programmer, History and Heritage provided a verbal update regarding the awning, selection of design, process for selection, examples of awnings.

Board Members queried staff regarding replacing the existing awnings.

Board Members discussed text on the awnings, ice accumulation, cost of awnings, protecting strollers from the elements, size of the awnings, and signage.

Moved by: Dan MacPherson

Seconded by: Billie Locke

1. That the Elman W. Campbell Museum Board express the following criteria for an awning: that it provides protection from elements, keeps people dry is large enough to accommodate patrons with strollers, walkers, wheelchairs or other mobility devices, and it prevents ice formation; and,
2. That this criteria be shared with Facility Services.

**Carried**

## **5.3 Elman W. Campbell Museum Monthly Report**

The Cultural Programmer provided a verbal update on the Elman W. Campbell Museum Monthly report including branding, marketing, and renovations.

Board Members discussed travelling exhibits, improving relationships with schools, partnerships with Indigenous communities, the current exhibit at the Newmarket Municipal Offices located at 395 Mulock Drive, having the Town facilitate an indigenous component, connecting with the Historical Society, and outreach to Pickering College.

Moved by: Nancy Fish

Seconded by: Billie Locke

1. That the report entitled Museum Monthly Report dated September 25, 2024 be received for information.

**Carried**

**5.4 Museum Reserve and Elman Campbell Reserve Accounts as at August 31, 2024**

Moved by: Ron Atkins

Seconded by: Dan MacPherson

1. That the Museum Reserve and Elman Campbell Reserve Accounts as at August 31, 2024 be received.

**Carried**

**6. New Business**

**6.1 Tip Tap Machine**

Billie Locke provided verbal remarks regarding a Tip Tap machine including other locations, donations, and having one at the Elman W. Campbell Museum.

**6.2 Roof Work**

The Cultural Programmer, History and Heritage provided an update regarding roof works including the status, opening hours, exhibits in the gallery, deck sample, and programming.

Board Members discussed a flat and pitched roofs.

**7. Adjournment**

Moved by: Nancy Fish

Seconded by: Dan MacPherson

1. That the meeting be adjourned at 8:38 PM.

**Carried**

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Jackie Playter, Chair

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Date