



Corporation of the Town of Newmarket

By-law 2018-64

A By-law to adopt Fees And Charges For Services Or Activities Provided By The Town Of Newmarket. (All Departments, Corporate Services – Finance & Procurement & IT, Legal Services, Public Works Services, Engineering Services and Legislative Services – General Fees and Charges)

Whereas the *Municipal Act, 2001* authorizes a municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; and,

Whereas Council enacted By-law 2017-66 to establish Fees and Charges – All Departments; Corporate Services – Finance, Procurement Services and Information Systems; Legal Services; Public Works Services; Engineering Services; Legislative Services – General Fees; and,

Whereas it is deemed necessary to enact a new by-law setting out the General Fees and Charges for All Departments, Corporate Services – Finance & Procurement & IT, Legal Services, Public Works Services, Engineering Services and Legislative Services – General Fees and Charges.

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

1. That the attached schedules form part of this by-law and this by-law be known as the Fees and Charges By-law for All Departments, Corporate Services – Finance & Procurement & IT, Legal Services, Public Works Services, Engineering Services and Legislative Services – General Fees and Charges; and,
2. That should any section of this by-law be declared invalid by a court of competent jurisdiction, such section shall be construed as being severed here from and the remainder of the by-law shall continue in full force and effect; and,
3. That notwithstanding fees and charges prescribed in other legislation, this by-law supersedes all other fees and charges for All Departments, Corporate Services – Finance & Procurement & IT, Legal Services, Public Works Services, Engineering Services and Legislative Services – General Fees and Charges previously established by the Town of Newmarket for the services identified in this by-law; and,
4. That this by-law shall come into full force and effect on January 1, 2019 at which time By-law 2017-66 be repealed.

Enacted this 17th day of December, 2018.

John Taylor, Mayor

Kiran Saini, Acting Town Clerk

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE A**

Department: All Departments

Effective Date:

January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Plan Reproduction:						
24" x 36" sheet – for first sheet	per sheet	\$ 17.70	\$ 18.20	\$ 2.37	\$20.56	2.8%
additional sheets	per sheet	\$ 8.85	\$ 9.10	\$ 1.18	\$10.28	2.8%
36" x 42" sheet – for first sheet	per sheet	\$ 17.70	\$ 18.20	\$ 2.37	\$20.56	2.8%
additional sheets	per sheet	\$ 8.85	\$ 9.10	\$ 1.18	\$10.28	2.8%
Photocopy:	per copy	\$ 0.93	\$ 0.96	\$ 0.12	\$1.08	2.8%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE B**

Commission: Corporate Services

Effective Date: January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
<u>FINANCIAL SERVICES</u>							
<u>Accounting</u>							
Accounts Receivable Finance Charges	1.25% monthly on outstanding balance	N	1.25% monthly on outstanding balance	1.25% monthly on outstanding balance	\$0.00	1.25% monthly on outstanding balance	0.00%
Accounts Receivable Collection Charges	16% of the outstanding balance	N	16% of the outstanding balance	16% of the outstanding balance	\$0.00	16% of the outstanding balance	0.00%
Treasurer's Compliance Letter	each	N	\$80.00	\$82.00	\$0.00	\$82.00	2.50%
Returned Payment	each	N	\$51.00	\$50.00	\$0.00	\$50.00	-1.96%
Verification of Local Improvements	each	N	\$80.00	\$82.00	\$0.00	\$82.00	2.50%
Financial Services Administrative Fee	15% of invoice	Y	16% of invoice	16% of invoice		16% of invoice+HST	0.00%
Administration of Developments	5% of Security Requirement, to a maximum amount +HST	Y	5% of Security Requirement, maximum \$60,000 +HST	5% of Security Requirement, maximum \$65,000 +HST		5% of Security Requirement, maximum \$65,000 +HST	8.33%
<u>Property Tax/Assessment</u>							
Tax Certificate	each	N	\$82.00	\$82.00	\$0.00	\$82.00	0.00%
Returned Payment	each	N	\$51.00	\$50.00	\$0.00	\$50.00	-1.96%
Statement of Unpaid Taxes (Arrear Notices)	each 4 X per year	N	\$0.00	\$5.00	\$0.00	\$5.00	NEW
Statement of Property Taxes Paid	each	N	\$40.00	\$41.00	\$0.00	\$41.00	2.50%
Detailed Analysis of Property Tax Account	per hour	N	\$45.00	\$45.00	\$0.00	\$45.00	0.00%
Update Mortgage Company Information	each	N	\$15.00	\$15.00	\$0.00	\$15.00	0.00%
Property Tax Administrative Fee-Additions to the Tax Account for Collection	15% of invoice	Y	16% of invoice	16% of invoice		16% of invoice+HST	0.00%
New Ownership Maintenance Fee	per account	N	\$20.00	\$20.00	\$0.00	\$20.00	0.00%
Detailed Calculations of Tax Adjustments (other than property owner)	per tax year	N	\$25.00	\$30.00	\$0.00	\$30.00	20.00%
New Account/Roll Number	each	N	\$30.00	\$30.00	\$0.00	\$30.00	0.00%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE B**

Commission: Corporate Services

Effective Date: January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
<u>PROCUREMENT SERVICES</u>							
Quotations, Proposals and Tenders	Range from \$10 to \$259 depending on the complexity or value of the solicitation	Y	Range from \$10 to \$265 depending on the complexity or value of the solicitation	Range from \$10 to \$265 depending on the complexity or value of the solicitation		Range from \$10 to \$265 depending on the complexity or value of the solicitation	0.00%
<u>INFORMATION TECHNOLOGY</u>							
Custom Mapping (minimum charge of 1/2 hour)	per hour	Y	\$50.00	\$50.00	\$6.50	\$56.50	0.00%
	per additional copy (size 8.5x11 to 11x17)	Y	\$1.99	\$1.99	\$0.26	\$2.25	0.00%
	per additional copy (larger than 11x17)	Y	\$5.00	\$5.00	\$0.65	\$5.65	0.00%
Ward Polling Location Map	per copy	Y	\$15.27	\$15.27	\$1.99	\$17.26	0.00%
Individual Ward Map	per copy	Y	\$15.27	\$15.27	\$1.99	\$17.26	0.00%
Detailed Street Map	per copy	Y	\$25.00	\$25.00	\$3.25	\$28.25	0.00%
Municipal Address Map Series	full set of 42, D sized sheets	Y	\$125.00	\$125.00	\$16.25	\$141.25	0.00%
	per sheet (D sized)	Y	\$6.68	\$6.68	\$0.87	\$7.55	0.00%
	full set of 42, 11x17	Y	\$76.50	\$76.50	\$9.95	\$86.45	0.00%
	per sheet (11x17)	Y	\$1.99	\$1.99	\$0.26	\$2.25	0.00%
Large 2007 Ortho Meeting Room Map	per copy	Y	\$50.00	\$50.00	\$6.50	\$56.50	0.00%
Large 2009 Ortho Meeting Room Map	per copy	Y	\$50.00	\$50.00	\$6.50	\$56.50	0.00%
Large 2011 Ortho Meeting Room Map	per copy	Y	\$100.00	\$100.00	\$13.00	\$113.00	0.00%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE C**

Department: Legal Services

Effective Date: January 1, 2019

NOTE: 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 registration fees, search fees, courier and postage costs, conveyancer fees, and printing fees.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
SUBDIVISION/CONDOMINIUM DEVELOPMENT (All fees are minimum amounts and may be increased based on complexity at the hourly rates listed above. All disbursements are recovered at full cost.)							
Residential Subdivision (includes Residential Condominium) Base Fee (includes first 100 lots and/or developable blocks)	each	Y	\$ 10,333.00	\$ 10,622.32	\$1,380.90	\$12,003.23	2.8%
Plus Additional Fee for Each Lot - 101 to 250 Lots	per lot	Y	\$ 35.00	\$ 35.98	\$4.68	\$40.66	2.8%
Plus Additional Fee for Each Lot - 251 to 400 Lots	per lot	Y	\$ 23.00	\$ 23.64	\$3.07	\$26.72	2.8%
Plus Additional Fee for Each Lot – 401 and over	per lot	Y	\$ 15.00	\$ 15.42	\$2.00	\$17.42	2.8%
Additional legal work required beyond four engineering drawing submissions and/or required as a result of unusual complexity	hourly	Y	Based on hourly rate			Based on hourly rate	n/a
Standard Subdivision Agreement	each	Y	\$ 6,627.00	\$ 6,812.56	\$885.63	\$7,698.19	2.8%
Amendments to Standard Subdivision Agreement	each	Y	\$ 2,012.00	\$ 2,068.34	\$268.88	\$2,337.22	2.8%
Commercial/Industrial Subdivision	base fee	Y	\$ 6,688.00	\$ 6,875.26	\$893.78	\$7,769.05	2.8%
Commercial/Industrial Subdivision	per acre	Y	\$ 138.00	\$ 141.86	\$18.44	\$160.31	2.8%
Security Release Requests - Subdivision	each	Y	\$ 368.00	\$ 378.30	\$49.18	\$427.48	2.8%
Security Reduction Requests - Subdivision	each	Y	\$ 189.00	\$ 194.29	\$25.26	\$219.55	2.8%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE C**

Department: Legal Services

Effective Date: January 1, 2019

NOTE: 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 registration fees, search fees, courier and postage costs, conveyancer fees, and printing fees.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
SITE PLAN (All fees are minimum amounts and may be increased based on complexity at the hourly rates listed above. All disbursements are recovered at full cost.)							
Standard Site Plan Agreement	each	Y	\$ 1,634.00	\$ 1,679.75	\$218.37	\$1,898.12	2.8%
Public / Private Schools - Standard Site Plan Agreement	each	Y	\$ 664.00	\$ 682.59	\$88.74	\$771.33	2.8%
Amendment to Site Plan Agreement (includes amendment to head agreement)	each	Y	\$ 664.00	\$ 682.59	\$88.74	\$771.33	2.8%
Security Release Requests - Site Plan	each	Y	\$ 368.00	\$ 378.30	\$49.18	\$427.48	2.8%
Security Reduction Requests - Site Plan	each	Y	\$ 189.00	\$ 194.29	\$25.26	\$219.55	2.8%
LEGAL WORK RELATED TO COMMITTEE OF ADJUSTMENT OR ONTARIO MUNICIPAL BOARD DECISIONS (All fees are minimum amounts and may be increased based on complexity at the hourly rates listed above. All disbursements are recovered at full cost.)							
Leading Site Plan Agreement (As required as a condition of a minor variance or consent application and/or OMB decision)	each	Y	\$ 650.00	\$ 668.20	\$86.87	\$755.07	2.8%
Amendment to a Leading Site Plan Agreement (As required as a condition of a minor variance or consent application and/or OMB decision)	each	Y	\$ 1,600.00	\$ 1,644.80	\$213.82	\$1,858.62	2.8%
Conveyance of land (As required as a condition of a minor variance or consent application and/or OMB decision)	each	Y	\$ 620.00	\$ 637.36	\$82.86	\$720.22	2.8%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE C**

Department: Legal Services

Effective Date: January 1, 2019

NOTE: 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 registration fees, search fees, courier and postage costs, conveyancer fees, and printing fees.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
REAL ESTATE (All fees are minimum amounts and may be increased based on complexity at the hourly rates listed above. All disbursements are recovered at full cost.)							
Registration of a Document	each	Y	\$ 317.00	\$ 325.88	\$42.36	\$368.24	2.8%
Discharge or Release of a Registered Document	each	Y	\$ 266.00	\$ 273.45	\$35.55	\$309.00	2.8%
OTHER (All fees are minimum amounts and may be increased based on complexity at the hourly rates listed above. All disbursements are recovered at full cost.)							
Agreements / Documents not listed above (based on complexity)	each	Y	\$1,230 *A non-refundable \$250 minimum deposit is required at the time of the request.	\$1,264 *A non-refundable \$250 minimum deposit is required at the time of the request.	\$164.32	\$1,428.32	2.8%
Renewal or Amendment to an Agreement / Document	each	Y	\$ 620.00	\$ 637.36	\$82.86	\$720.22	2.8%
Miscellaneous (Legal issues only)	each	Y	\$ 300.00	\$ 308.40	\$40.09	\$348.49	2.8%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE D**

Department: Public Works

Effective Date: January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	2019 Base Fee	2019 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2018 FEE BEFORE TAX	TOTAL 2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Parks									
Installation of Banners on Main & Water	Each	\$685.84		Y	\$683.91	\$685.84	\$89.16	\$775.00	0.3%
Installation of Banners at all other locations	\$50.00/hour for each staff person plus 15% admin fee to a max. \$550.00	TBD	15%	N	TBD	TBD		TBD	
Public Tree Preservation Bylaw application inspection/review fee	Each tree	\$400.00		Y	\$400.00	\$400.00	\$52.00	\$452.00	0.0%
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%	Y	TBD	TBD	13%	TBD	
Tree removal for trees on public lands	minimum \$750.00 plus HST or Actual Cost + 15% Admin. Fee + HST	min \$750	possible 15%	Y	min \$750	min \$750	13%	TBD	
Stump removal on public lands	minimum \$250.00 plus HST or Actual Cost + 15% Admin. Fee + HST	min \$250	possible 15%	Y	min \$250	min \$250	13%	TBD	
Tree planting on Town-owned Lands	Each	\$407.08		Y	\$400.00	\$407.08	\$52.92	\$460.00	1.8%
Appeal permit refusal to Director	Each		\$50.00	Y	\$50.00	\$50.00	\$6.50	\$56.50	0.0%
Appeal permit refusal after re-consideration to Committee of Appeals	Each		\$566.37	Y	\$562.00	\$566.37	\$73.63	\$640.00	0.8%
Gate Application and Inspection	Each	\$103.88	\$15.58	Y	\$115.48	\$119.47	\$15.53	\$135.00	3.5%
Celebration Programs									
Celebration Tree (Planting Included)	Each	\$407.08		Y	\$400.00	\$407.08	\$52.92	\$460.00	1.8%
Veteran's Memorial Walkway Stones (Large)	Each	\$330.00		N	\$326.53	\$330.00		\$330.00	1.1%
Veteran's Memorial Walkway Stones (Small)	Each	\$165.00		N	\$163.27	\$165.00		\$165.00	1.1%
Celebration Bench	Each	\$1,200.00		N	\$1,200.00	\$1,200.00		\$1,200.00	0.0%
Reflection Bench	Each	\$1,635.00		N	\$1,632.66	\$1,635.00		\$1,635.00	0.1%
Sewer									
Inspection Fee for Res. San. Service Installed by Owner	per residential unit	\$157.75	\$23.66	Y	\$176.69	\$181.41	\$23.58	\$205.00	2.7%
Removal of blockages in sanitary sewer lateral (if on private property)	Per Inspection	TBA from Contract	15%	Y	Actual +	TBD	13%	TBA from Contract	
Sanitary Connection Application	Per application		\$119.47	Y	\$115.48	\$119.47	\$15.53	\$135.00	3.5%
CCTV Lateral Inspection	Clean out to main line	\$200.00		Y		\$200.00	\$26.00	\$226.00	New
Water									

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE D**

Department: Public Works

Effective Date: January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	2019 Base Fee	2019 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2018 FEE BEFORE TAX	TOTAL 2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Water Hydrant flow test not related to existing site plan agreements	per test	\$169.29	\$25.39	Y	\$188.45	\$194.69	\$25.31	\$220.00	3.3%
Anti-Tampering Devices -Hydrant/Valve	Each	\$137.17		Y	\$138.55	\$137.17	\$17.83	\$155.00	-1.0%
Watermain Connection Service Line for Residential Water Service (by Town)	Per visit	\$454.02	\$68.10	Y	\$509.75	\$522.12	\$67.88	\$590.00	2.4%
Water Turn on/Shut-off (working hours)	Per Visit	\$19.24	\$2.89	Y	\$143.71	\$22.13	\$2.88	\$25.00	-84.6%
Water Turn on/Shut-off (after hours)	Per Visit	\$76.95	\$11.54	Y	\$51.05	\$88.49	\$11.50	\$100.00	73.3%
Repair/Replace Anti-Tampering device Hydrant or valve	Hydrant	\$508.85		Y	\$502.95	\$508.85	\$66.15	\$575.00	1.2%
	Valve	\$349.56		Y	\$347.30	\$349.56	\$45.44	\$395.00	0.7%
Inspection Fee for Residential Water Service Installed by Owner	Per Visit	\$134.67	\$20.20	Y	\$153.13	\$154.87	\$20.13	\$175.00	1.1%
Water Valve Operating After Hours – related to developments	Per Visit	\$450.17	\$67.53	Y	\$506.48	\$517.70	\$67.30	\$585.00	2.2%
Water - Bulk Rate	Per liter	\$0.005186		N	\$0.005186	\$0.005500		\$0.005500	6.1%
Water - Bulk Collection Account set up	Per Account		\$22.12	Y		\$22.12	\$2.88	\$25.00	New
Installation of Hydrant Meter Deposit/Fee		\$2,000.00		N	\$2,000.00	\$2,000.00		\$2,000.00	0.0%
Water Connection Application	Per application		\$119.47	Y	\$115.48	\$119.47	\$15.53	\$135.00	3.5%
Water Meters									
Installed by Builder/Plumber	16x13 (5/8"x 1/2")	\$411.50		Y	\$409.16	\$411.50	\$53.50	\$465.00	0.6%
Installed by Builder/Plumber	16x19 (5/8"x3/4")	\$411.50		Y	\$409.16	\$411.50	\$53.50	\$465.00	0.6%
Installed by Builder/Plumber	19 (3/4")	\$429.20		Y	\$429.04	\$429.20	\$55.80	\$485.00	0.0%
Installed by Builder/Plumber	25.0 (1")	\$446.90		Y	\$447.20	\$446.90	\$58.10	\$505.00	-0.1%
Installed by Builder/Plumber	38 (1-1/2")	\$849.56		Y	\$848.01	\$849.56	\$110.44	\$960.00	0.2%
Installed by Builder/Plumber	50 (2")	\$1,132.74		Y	\$1,133.49	\$1,132.74	\$147.26	\$1,280.00	-0.1%
75 Compound (3") Installed by Dev.	(including cost of strainers)	\$4,579.65		Y	\$4,579.06	\$4,579.65	\$595.35	\$5,175.00	0.0%
100 Compound (4") Installed by Dev.	(including cost of strainers)	\$7,207.96		Y	\$7,207.57	\$7,207.96	\$937.03	\$8,144.99	0.0%
Water Meter Testing	Per Test	\$100.04	\$15.01	Y	\$102.10	\$115.05	\$14.96	\$130.00	12.7%
Missed Water Meter Appointment Fee	Per Unit	\$31.39	\$4.71	Y	\$30.00	\$36.10	\$3.90	\$40.00	20.3%
Meter Seal - Return Visit	Per Unit	\$157.75	\$23.66	Y	\$159.04	\$181.41	\$23.58	\$205.00	14.1%
Solid Waste and Recycling									
White Goods (freezer, stove, etc.)		\$14.16		Y	\$13.55	\$14.16	\$1.84	\$16.00	4.5%
Commercial & Industrial/Apartment Wheel Carts	64 gallon	\$154.87		Y	\$153.60	\$154.87	\$20.13	\$175.00	0.8%
	95 gallon	\$168.14		Y	\$167.16	\$168.14	\$21.86	\$190.00	0.6%
Composters	Standard Size	\$17.70		Y	\$18.07	\$17.70	\$2.30	\$20.00	-2.0%
Large Items	(furniture, mattress, etc.)	\$14.16		Y	\$13.55	\$14.16	\$1.84	\$16.00	4.5%
Recycling Blue Box	Each	\$8.85		Y	\$9.04	\$8.85	\$1.15	\$10.00	-2.1%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE D**

Department: Public Works

Effective Date: January 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	2019 Base Fee	2019 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2018 FEE BEFORE TAX	TOTAL 2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Garbage Bag Tags (Sold in Package of 5)		\$15.00		N	\$15.32	\$15.00		\$15.00	-2.1%
Special Refuse Cleanup		\$53.87	\$8.08	Y		\$61.95	\$8.05	\$70.00	N/A
Source Separated Organics (SSO)	Large Bin	\$17.70		Y	\$18.07	\$17.70	\$2.30	\$20.00	-2.0%
	Kitchen Bin	\$5.75		Y	\$5.42	\$5.75	\$0.75	\$6.50	6.1%
Roads									
Municipal Consents	Regular Service		\$500.00	N	\$496.54	\$500.00		\$500.00	0.7%
Fire Route/Handi Cap Signs	Each	\$39.82		Y	\$40.42	\$39.82	\$5.18	\$45.00	-1.5%
Street Name/Stop Signs, Hardware & Post	Each	\$495.57		Y	\$494.22	\$495.57	\$64.42	\$559.99	0.3%
Anti-Ilding Signs	Each	\$44.25		Y	\$45.05	\$44.25	\$5.75	\$50.00	-1.8%
Road Occupancy Permit(ROP)	Each	\$69.56	\$10.43	N	\$80.83	\$80.00		\$80.00	-1.0%
ROP Revision or Extension	Each	\$39.13	\$5.87	N		\$45.00		\$45.00	New
Post Construction Inspection for Security Release	Per application	\$119.47		Y	\$115.48	\$119.47	\$15.53	\$135.00	3.5%
ROP Road Degradation (Life Cycle Losses)									
Road surface < 2 years	Per m ²	\$50.00		N	\$50.00	\$50.00		\$50.00	New
Road surface between 2 years and 3 years	Per m ²	\$40.00		N	\$40.00	\$40.00		\$40.00	New
Road surface between 4 years and 5 years	Per m ²	\$30.00		N	\$30.00	\$30.00		\$30.00	New
Road surface between 6 years and 10 years	Per m ²	\$20.00		N	\$20.00	\$20.00		\$20.00	New
Road surface > 10 years	Per m ²	\$15.00		N	\$15.00	\$15.00		\$15.00	New
Aerial Crane Tresspass	Per Month	\$472.79	\$89.16	Y	\$560.55	\$561.95	\$73.05	\$635.00	0.2%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE E**

Department: Engineering Services

Effective Date: Jan 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Development Services							
Subdivision Design Standard Manual	Each	Y	\$ 94.75	\$ 97.40	\$ 12.66	\$ 110.07	2.8%
Site Alteration Permit	Owner Occupied Residential	N	\$ 255.25	\$ 262.40	\$ -	\$ 262.40	2.8%
	All Other Types of Property	N	\$ 510.50	\$ 2,000.00	\$ -	\$ 2,000.00	291.8%
Engineering Checking & Inspection							
Site Plans handled fully in house	6% of the value of all site works and services outside of the buildings	Y	min. \$797.32	min. \$1,400	min. \$182	min. \$1,582	N/A
Projects in which the Town's Checking Consultant is providing the design review and field monitoring service plus a deposit estimated by the Town for payment of the Town's Checking Consultant is required.	3% Admin fee of the value of outside works and services plus deposit for checking consultant	Y	min. \$797.32	min. \$1,400	min. \$182	min. \$1,582	N/A
Subdivisions – Admin. Fee + Deposit for Checking Consultant	3% Admin Fee + 2.75% deposit for checking consultant	Y	3% Admin Fee + 2.75% deposit for checking consultant	3% Admin Fee + 2.75% deposit for checking consultant		3% Admin Fee + 2.75% deposit for checking consultant+HST	
Overhead incurred for checking Consultant Invoicing	15% Admin Fee	Y	15% Admin Fee	15% Admin Fee		15% Admin Fee +HST	

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE E**

Department: Engineering Services

Effective Date: Jan 1, 2019

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Other Services							
Emergency Work Performed for Developer or Other	Minimum or Actual	Y	minimum \$1,042.27 plus HST or Actual Cost + 15% Admin. Fee + HST	minimum \$1,042.27 plus HST or Actual Cost + 15% Admin. Fee + HST		minimum \$1,042.27 plus HST or Actual Cost + 15% Admin. Fee + HST	0.0%
Coordination/administration of private works in Town contract or as part of private works in Region contract.	Minimum or Actual	Y	\$205.96 minimum + HST or Actual Cost + 15% Admin. Fee + HST	\$205.96 minimum + HST or Actual Cost + 15% Admin. Fee + HST		\$205.96 minimum + HST or Actual Cost + 15% Admin. Fee + HST	0.0%
Coordination/administration of Regional works within Town contracts	18% Admin. Fee + HST	Y	18% Admin. Fee + HST	18% Admin. Fee + HST		18% Admin. Fee + HST	0.0%
Property Information – Assumed/ Unassumed + Release Cert. If requested & available	Per application	Y	\$ 174.12	\$ 179.00	\$ 23.27	\$ 202.26	2.8%
Property Information	(legal, environmental, compliance)	Y	\$ 174.12	\$ 179.00	\$ 23.27	\$ 202.26	2.8%
Consultant's request for traffic counts (ATR or TMC)	Each	Y	\$ 121.34	\$ 124.74	\$ 16.22	\$ 140.95	2.8%
Preparation of "Pre-servicing Agreement"	Each	Y		\$ 2,000.00	\$ 260.00	\$ 2,260.00	NEW
Site Plan Inspection for Security Release After the First Request	Each	Y		\$ 436.50	\$ 56.75	\$ 493.25	NEW

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
VITAL STATISTICS							
Death Registration	each	N	\$ 30.00	\$ 30.00	\$0.00	\$30.00	0.0%
GENERAL ADMINISTRATION							
Municipal Information - Liquor Application	each	N	\$ 173.50	\$ 178.00	\$0.00	\$178.00	2.6%
Municipal Letter Special Occasion - Liquor	each	N	New	\$ 50.00	\$0.00	\$50.00	0.0%
Ontario Municipal Board (OMB) Appeal Fee	each	N	\$ 163.50	\$ 168.00	\$0.00	\$168.00	2.8%
General Administration	each	N	New	\$ 55.00	\$0.00	\$55.00	0.0%
Certificate of Compliance for each property which has had a Property Standard Order	each	N	\$ 120.00	\$ 123.00	\$0.00	\$123.00	2.5%
Certificate of Compliance for each property which has not had a Property Standard Order	each	N	\$ 60.00	\$ 62.00	\$0.00	\$62.00	3.3%
Certificate of Compliance for each property which has had an Order and charges have been laid	each	N	\$ 250.00	\$ 257.00	\$0.00	\$257.00	2.8%
Certificate of Compliance for interior common area(s) which have had a Property Standards Order	each	N	\$ 120.00	\$ 123.00	\$0.00	\$123.00	2.5%
Certificate of Compliance for interior common area(s) which have not had an Order	each	N	\$ 60.00	\$ 62.00	\$0.00	\$62.00	3.3%
Certificate of Compliance for interior common area(s) which have had an Order and charges have been laid	each	N	\$ 250.00	\$ 257.00	\$0.00	\$257.00	2.8%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
Certificate of Compliance for accessory building(s) or other structure(s) which have had a Property Standards Order	each	N	\$ 120.00	\$ 123.00	\$0.00	\$123.00	2.5%
Certificate of Compliance for accessory building(s) or other structure(s) which have not had an Order	each	N	\$ 60.00	\$ 62.00	\$0.00	\$62.00	3.3%
Certificate of Compliance for accessory building(s) or other structure(s) which have had an Order and charges have been laid	each	N	\$ 250.00	\$ 250.00	\$0.00	\$250.00	0.0%
Property Standards Appeal Fee	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%
Property Standards Reinspection Fee	each	N	\$ 174.00	\$ 178.00	\$0.00	\$178.00	2.3%
Private Parking Administration Fee	each	N	\$ 105.00	\$ 108.00	\$0.00	\$108.00	2.9%
By-law Reinspection Fee	each	N	\$ 75.00	\$ 77.00	\$0.00	\$77.00	2.7%
Garbage Administration(large articles)	each	N	\$ 55.00	\$ 57.00	\$0.00	\$57.00	3.6%
Animal Control - Appeal	each	N	New	\$ 125.00	\$0.00	\$125.00	0.0%
Licensing Appeal	each	N	New	\$ 125.00	\$0.00	\$125.00	0.0%
NOISE							
Noise Exemption Application	each	N	\$ 100.00	\$ 75.00	\$0.00	\$75.00	-25.0%
Noise Permit Fee for one day Event		N	New	\$ 25.00	\$0.00	\$25.00	0.0%
Noise Permit Fee for two to five day Event	each	N	\$ 60.00	\$ 60.00	\$0.00	\$60.00	0.0%
Noise Permit Fee for Construction - 1 day	each	N	\$ 75.00	\$ 77.00	\$0.00	\$77.00	2.7%
Noise Permit Fee for Construction - under 6 months	each	N	New	\$ 150.00	\$0.00	\$150.00	0.0%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
Noise Permit Fee for Construction - over 6 months	each	N	New	\$ 225.00	\$0.00	\$225.00	0.0%
POOLS							
Permit Fee - Above Ground Pool	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%
Permit Fee - Hot Tub	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%
Permit Fee - Inflatable Pool	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%
Permit Fee - In Ground Pool	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%
Permit Fee - Ponds	each	N	\$ 168.50	\$ 173.00	\$0.00	\$173.00	2.7%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
SIGNS							
Sign By-law Exemption Fee	each	N	\$ 173.50	\$ 178.00	\$0.00	\$178.00	2.6%
Ground Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Fascia Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Mural Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Projecting Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Construction Information Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Hoarding Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
New Home Development Sign	each	N	\$ 112.00	\$ 115.00	\$0.00	\$115.00	2.7%
Development Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Subdivision Development Sign	each	N	New	\$ 457.00	\$0.00	\$457.00	0.0%
Portable Sign	each	N	\$ 112.00	\$ 115.00	\$0.00	\$115.00	2.7%
Mobile Sign	each	N	\$ 112.00	\$ 115.00	\$0.00	\$115.00	2.7%
Inflatable Sign	each	N	\$ 445.00	\$ 457.00	\$0.00	\$457.00	2.7%
Banner Sign	each	N	\$ 112.00	\$ 115.00	\$0.00	\$115.00	2.7%
Election Sign Permit Fee	each	N	\$ 250.00	\$ 250.00	\$0.00	\$250.00	0.0%
Election Sign Removal	per sign	N	\$ 25.00	\$ 25.00	\$0.00	\$25.00	0.0%
Billboard Sign	each	N	\$ 1,672.00	\$ 1,719.00	\$0.00	\$1,719.00	2.8%
Billboard Sign Renewal	every 5 years	N	\$ 558.00	\$ 574.00	\$0.00	\$574.00	2.9%
Variance Fee - Staff Review	per review	N	\$ 279.00	\$ 287.00	\$0.00	\$287.00	2.9%
Variance Fee - Committee	per review	N	\$ 558.00	\$ 574.00	\$0.00	\$574.00	2.9%
Sign Removal	each	N	\$ 168.00	\$ 173.00	\$0.00	\$173.00	3.0%
Lens Replacement	each	N	\$ 222.00	\$ 228.00	\$0.00	\$228.00	2.7%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
Sign Fees for Yonge St. until December 31, 2019							
Ground Sign	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Fascia Sign	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Mural Sign	each	N	\$ 400.00	\$ 400.00	\$0.00	\$400.00	0.0%
Projecting Sign	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Construction Information Sign	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Hoarding Sign	each	N	\$ 400.00	\$ 400.00	\$0.00	\$400.00	0.0%
New Home Development Sign	each	N	\$ 80.00	\$ 80.00	\$0.00	\$80.00	0.0%
Portable Sign	each	N	\$ 80.00	\$ 80.00	\$0.00	\$80.00	0.0%
Mobile Sign	each	N	\$ 80.00	\$ 80.00	\$0.00	\$80.00	0.0%
Inflatable Sign	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Banner Sign	each	N	\$ 100.00	\$ 100.00	\$0.00	\$100.00	0.0%
Billboard Sign	each	N	\$ 1,500.00	\$ 1,500.00	\$0.00	\$1,500.00	0.0%
Billboard Sign Renewal	every 5 years	N	\$ 500.00	\$ 500.00	\$0.00	\$500.00	0.0%
Variance Fee - Staff Review	per review	N	\$ 250.00	\$ 250.00	\$0.00	\$250.00	0.0%
Variance Fee - Committee	per review	N	\$ 500.00	\$ 500.00	\$0.00	\$500.00	0.0%
Sign Removal	each	N	\$ 150.00	\$ 150.00	\$0.00	\$150.00	0.0%
Commissioning of Documents (except foreign pensions)	per document	Y	\$ 20.00	\$ 20.00	\$2.60	\$22.60	0.0%
Certification of Town Documents	per document	Y	\$ 5.00	\$ 5.00	\$0.58	\$5.58	0.0%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
PARKING ENFORCEMENT							
Parking Enforcement Private Special Events (minimum 3 hours)	per hour	N	\$ 51.00	\$ 52.00	\$0.00	\$52.00	2.0%
Parking Enforcement Charities & Non-Profit Organizations (minimum 3 hours)	per hour	N	\$ 36.00	\$ 37.00	\$0.00	\$37.00	2.8%
Parking Enforcement Filming (minimum 3 hours)	per hour	N	\$ 61.00	\$ 63.00	\$0.00	\$63.00	3.3%
PARKING EXEMPTIONS							
Parking Exemption - 24 - hour period		N	New	\$ 5.00	\$0.00	\$5.00	0.0%
Parking Exemption - 5 - day period		N	New	\$ 15.00	\$0.00	\$15.00	0.0%
FILMING PERMIT							
Administration Fee		N	\$ 125.00	\$ 129.00	\$0.00	\$129.00	3.2%
Film Permit Fee	each	N	\$ 425.00	\$ 437.00	\$0.00	\$437.00	2.8%
Administration Fee - private property		N	\$ 145.00	\$ 149.00	\$0.00	\$149.00	2.8%
Municipal Property Fee	if applicable	N	\$ 265.00	\$ 272.00	\$0.00	\$272.00	2.6%
Contribution to Main Street District BIA if filming within designated BIA		N	\$ 1,000.00	\$ 1,000.00	\$0.00	\$1,000.00	0.0%
Security Deposit - No Special Effects	each	N	\$ 1,500.00	\$ 1,500.00	\$0.00	\$1,500.00	0.0%
Security Deposit - Minor Special Effects	each	N	\$ 5,000.00	\$ 5,000.00	\$0.00	\$5,000.00	0.0%
Security Deposit - Special Effects	each	N	\$ 20,000.00	\$ 20,000.00	\$0.00	\$20,000.00	0.0%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
REGISTRATION OF ACCESSORY DWELLING UNITS							
Application (Non-refundable)	each	N	\$ 250.00	\$ 250.00	\$0.00	\$250.00	0.0%
Lost identification plate	each	N	\$ 10.00	\$ 10.00	\$0.00	\$10.00	0.0%
Registration Letter (Resale)	each	N	New	\$ 20.00	\$0.00	\$20.00	0.0%
Accessory Dwelling Unit Appeal	each	N	\$ 100.00	\$ 100.00	\$0.00	\$100.00	0.0%
FENCE VIEWING							
Administration Fee		N	\$ 250.00	\$ 250.00	\$0.00	\$250.00	0.0%
Fence Viewer's Inspection Fee	per person	N	\$ 50.00	\$ 50.00	\$0.00	\$50.00	0.0%
MARRIAGES							
Marriage Licence	each licence	N	\$ 143.00	\$ 147.00	\$0.00	\$147.00	2.8%
Civil Marriage Solemnization Service Fee	per service	Y	\$ 434.00	\$ 446.00	\$57.98	\$503.98	2.8%
Witness Fee	per person	Y	\$ 55.00	\$ 57.00	\$7.41	\$64.41	3.6%
Rehearsal Fee for offsite	per service	Y	\$ 82.00	\$ 85.00	\$11.05	\$96.05	3.7%
Marriage Licence/Cermony package	per service	Y	\$ 526.00	\$ 540.00	\$70.20	\$610.20	2.7%
Recording/Videotaping a ceremony or celebration	per service	Y	\$ 25.00	\$25.00	\$3.25	\$28.25	0.0%
Renewal of vows celebration package	per service	Y	\$ 434.00	\$446.00	\$57.98	\$503.98	2.8%
Administration fee to be charged for change of wedding/celebration date within 7 days		Y	\$ 28.00	\$ 29.00	\$3.77	\$32.77	3.6%
Adminstration fee to be charged for cancellation before consultation		Y	\$ 54.00	\$ 56.00	\$7.28	\$63.28	3.7%
Administration fee to be charged for cancellation after consultation		Y	\$ 163.00	\$ 168.00	\$21.84	\$189.84	3.1%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
Cancellation of ceremony the day of/no show		Y	New	\$ 446.00	\$57.98	\$503.98	0.0%
Cancellation of witnesses		Y	New	\$ 50.00	\$6.50	\$56.50	0.0%

**TOWN OF NEWMARKET
2019 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: Jan 1, 2019

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAXES	2019 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	Increase
LOTTERY LICENCES							
Bingo	% from OLG	N				% from OLG	
Nevada	3% of the prize value	N				3% of the prize value	
Raffle	3% of the prize value	N				3% of the prize value	
ELECTION CANDIDATE NOMINATIONS							
	Mayor	N	\$ 200.00	\$ 200.00	\$0.00	\$200.00	0.0%
	Regional Councillor	N	\$ 100.00	\$ 100.00	\$0.00	\$100.00	0.0%
	Councillor	N	\$ 100.00	\$ 100.00	\$0.00	\$100.00	0.0%
FREEDOM OF INFORMATION							
Application	each	N	\$ 5.00	\$ 5.00	\$0.00	\$5.00	0.0%
Photo Copies	per page	N	\$ 0.20	\$ 0.20	\$0.00	\$0.20	0.0%
Disks	per disk	N	\$ 10.00	\$ 10.00	\$0.00	\$10.00	0.0%
Manually Searching Records \$7.50 per ¼ hour	per hour	N	\$ 30.00	\$ 30.00	\$0.00	\$30.00	0.0%
Preparation of Record of Disclosure	per hour	N	\$ 30.00	\$ 30.00	\$0.00	\$30.00	0.0%
Developing a Computer Program \$15.00 per ¼ hour	per hour	N	\$ 60.00	\$ 60.00	\$0.00	\$60.00	0.0%