



**Mike Mayes, Director
Financial Services**

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August 18, 2015

JOINT CORPORATE SERVICES REPORT - LEGISLATIVE SERVICES AND FINANCIAL SERVICES – 2015-43

TO: Mayor Tony Van Bynen and Members of Council
Committee of the Whole

SUBJECT: 2016 User Fees and Charges – Licensing Fees

ORIGIN: Director, Legislative Services /Town Clerk and Director, Financial Services/Treasurer

RECOMMENDATIONS

THAT Joint Corporate Services Report – Legislative Services and Financial Services – 2015-43 dated August 18, 2015 regarding 2016 User Fees and Charges-Licensing Fees be received and the following recommendations be adopted:

- 1. THAT the attached Schedule “A” marked as the “2016 Legislative Services (Licensing) Fees & Charges” be approved and forwarded to Council for final adoption by by-law;**
- 2. AND THAT the fee adjustments come into full force and effect as of January 1, 2016.**

COMMENTS

Purpose

The purpose of this report is to recommend increases of 3% to the majority of the Licensing Fees for 2016.

Budget Impact

The impact of the proposed increases of 3% to the Licensing Fees is difficult to estimate, as the number of licenses that will be issued in 2016 is unknown.

Summary

Fees and charges are being targeted to increase by 3% on average, resulting from general service cost increases.

Background

All user fees and charges are reviewed annually and adjusted in accordance with the Annual Budget Review Process and application of the Service Pricing Policy.

Based on the Servicing Pricing Policy, Licensing fees fall into either the Community Supported Good or Consumer Good category in the Service Pricing Policy, placing them at a 60 -100% cost recovery.

Legislative Services has increased the majority of the 2016 licensing fees by 3% and over the last year or two have been increasing fees to bring them closer to the 60 - 90% target range. Fees with increases outside the range of 2-4% have been highlighted in the attached schedule. Excluding animal license revenues, at current volumes, the proposed increase is estimated to result in additional revenues of \$10,000.

New fees for fireworks have been introduced to align with the Fireworks Bylaw, which was approved by Council on May 11, 2015.

It is recommended that the following fees be introduced for animal licenses (dogs, cats) in 2016:

2015	RATE	2016	RATE
Purchased prior to March 1 st at the Town Office (includes seniors)	\$25.00	Purchased prior to March 1 st online, at Town Office or Outlets	\$30.00
Purchased after March 1 st at the Town Office or Outlets (includes seniors)	\$30.00	Purchased after March 1 st online, at Town Office or outlets	\$35.00
		Annual Senior's / special rate (online, at Town offices or outlets)	\$30.00
Replacement fee	\$5.00	Replacement fee	\$5.00
Transfer fee (from another Municipality)	\$5.00	Transfer fee (from another Municipality)	\$5.00

Animal license fees assist to offset the cost of animal control and shelter services and have not been increased since 2007. Animal control and animal shelter costs increase annually at an average rate of 4.7 %. In 2015, the Town introduced a convenient online licensing option as well as an incentive program offering discounts from various local businesses in partnership with DocuPet. The online payment option allows for licenses to be purchased throughout the year, enhancing convenience and value for money.

The \$30 senior/special rate allows for staff to offer a lower rate for seniors, persons on fixed incomes, and for licenses purchased prior to a set date.

If volumes remain near or the same as 2014/2015 levels, the impact of the increased fees is estimated to be an additional \$10,000 in animal license revenues.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The adoption of the 2016 Fees and Charges by-law, implementing adjustments to Licensing fees, is in alignment with Council's strategic theme of Efficiency / Financial Management and is a component of a sustainable financial strategy.

COMMUNITY CONSULTATION POLICY

Notice has been given through advertisement on the Town's website and the Town Page of the local newspaper for a two-week period in advance of the public meeting. The statutory public meeting, which will occur as part of the regular Committee of the Whole meeting, is scheduled on August 31, 2015.

BUDGET IMPACT (Current and Future)

Operating Budget

The additional revenue anticipated as a result of the increase in Licensing Fees is difficult to estimate as the number of the licenses that will be issued in 2016 is unknown.

Capital Budget

Not applicable.

CONTACT

For more information on this report, contact Andrew Brouwer, Director of Legislative Services/ Town Clerk, 905-953-5300, extension 2211 or abrouwer@newmarket.ca



Andrew Brouwer
Director, Legislative Services/Town Clerk



Mike Mayes, CPA CGA
Director, Financial Services/Treasurer



Anita Moore, AMCT
Commissioner, Corporate Services

FW/nh

Attachment: Legislative Services – Licensing Fees – Schedule A (4 pgs.)

TOWN OF NEWMARKET
2016 USER FEES
Schedule to Bylaw 2015-xx

DEPARTMENT: Legislative Services - Licensing fees

Effective Date: January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	TOTAL FEE	INCREASE
ADULT ENTERTAINMENT PARLOURS						
Owner*	each	N	\$ 561.00	\$ 578.00	\$ 578.00	3%
Owner/Operator*	each	N	\$ 452.00	\$ 465.00	\$ 465.00	3%
Operator*	each	N	\$ 338.00	\$ 348.00	\$ 348.00	3%
Entertainer	each	N	\$ 230.00	\$ 237.00	\$ 237.00	3%
ADULT VIDEOS						
Store*	each	N	\$ 392.00	\$ 404.00	\$ 404.00	3%
Video Tape Store-where provision of Adult Videotapes is only incidental to the carrying on of the business of the provision of videotapes*	each	N	\$ 348.00	\$ 358.00	\$ 358.00	3%
AMUSEMENT- PLACE OF						
Class A (more than 4)*	each	N	\$ 370.00	\$ 381.00	\$ 381.00	3%
Class B (1 to 4)*	each	N	\$ 267.00	\$ 275.00	\$ 275.00	3%
Class C (Mall up to 10)*	each	N	\$ 376.00	\$ 387.00	\$ 387.00	3%
Family Entertainment Centre*	each	N	\$ 381.00	\$ 392.00	\$ 392.00	3%
ANIMAL LICENSING						
Standard Dog or Cat over 4 months (non-refundable), purchased prior March 1st online, Town offices, or outlets	each	N	\$ 25.00	\$ 30.00	\$ 30.00	20%
Standard Dog or Cat over 4 months (non-refundable), purchased after March 1st online, Town offices, or outlets			\$ 30.00	\$ 35.00	\$ 35.00	17%

**TOWN OF NEWMARKET
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Effective Date: January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	TOTAL FEE	INCREASE
Seniors/Special Rate Dog or Cat over 4 months (non-refundable)	each	N		\$ 30.00	\$ 30.00	n/a
Dog or Cat transfer from other Municipality (non-refundable)	each	N		\$ 5.00	\$ 5.00	n/a
Dog or Cat replacement tag (non-refundable)	each	N	\$ 5.00	\$ 5.00	\$ 5.00	0%
AUCTIONEERS*	each	N	\$ 186.00	\$ 191.00	\$ 191.00	3%
BILIARDS (MORE THAN 4 TABLES)*	each	N	\$ 272.00	\$ 280.00	\$ 280.00	3%
BILIARDS (1 - 4 TABLES)*	each	N	\$ 218.00	\$ 225.00	\$ 225.00	3%
BODY RUB PARLOUR						
Body-Rub Parlour Owner*	each	N	\$ 561.00	\$ 578.00	\$ 578.00	3%
Body-Rub Parlour Owner/Operator*	each	N	\$ 561.00	\$ 578.00	\$ 578.00	3%
Body-Rub Parlour Operator*	each	N	\$ 391.00	\$ 403.00	\$ 403.00	3%
Body-Rub Attendant	each	N	\$ 277.00	\$ 285.00	\$ 285.00	3%
BOWLING ALLEYS*	each	N	\$ 364.00	\$ 375.00	\$ 375.00	3%
CARNIVAL	each	N	\$ 250.00	\$ 257.00	\$ 257.00	3%
CATERING/REFRESHMENT VEHICLES						
Cart/Vehicle/Bicycle*	each	N	\$ 288.00	\$ 296.00	\$ 296.00	3%
Cart/Vehicle/Bicycle operator*	each	N	\$ 120.00	\$ 124.00	\$ 124.00	3%
Refreshment Special Occasion Permit	each	N		\$ 75.00	\$ 75.00	n/a
Lost Refreshment Vehicle Plate	each	N	\$ 85.00	\$ 85.00	\$ 85.00	0%
Lost Refreshment Vehicle Operator ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0%
Refreshment Cart Location - change to or additional location	each	N	\$ 52.00	\$ 54.00	\$ 54.00	4%

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Refreshment Vehicle Transfer	each	N	\$ 165.00	\$ 170.00	\$ 170.00	3%
Clothing Donation Bin	each	N	\$ 206.00	\$ 212.00	\$ 212.00	3%
Clothing Donation Bin - Charities	each	N	\$ 77.00	\$ 79.00	\$ 79.00	3%
Clothing Donation Bin - Change Location	each	N	\$ 52.00	\$ 54.00	\$ 54.00	4%
Clothing Donation Bin - Impound Fee per Bin	each	N	\$ 100.00	\$ 100.00	\$ 100.00	0%
Clothing Donation Bin - Daily Storage Fee per Bin	each	N	\$ 20.00	\$ 20.00	\$ 20.00	0%
FIREWORKS						
Mobile Sales Premise	each			\$ 347.00	\$ 347.00	n/a
Temporary Sales Premise	each			\$ 347.00	\$ 347.00	n/a
Permanent Sales Premise	each			\$ 347.00	\$ 347.00	n/a
HAWKERS & PEDLAR						
Class A operator	each	N	\$ 383.00	\$ 394.00	\$ 394.00	3%
Employer License	each	N	\$ 277.00	\$ 285.00	\$ 285.00	3%
Class B "Special Sale" Per Day	each	N	\$ 100.00	\$ 103.00	\$ 103.00	3%
Class B "Special Sale" Maximum of 7 days	each	N	\$ 337.00	\$ 347.00	\$ 347.00	3%
Class C "Shopping Mall"	each	N	\$ 395.00	\$ 407.00	\$ 407.00	3%
Class D "Shopping Mall"	each	N	\$ 353.00	\$ 364.00	\$ 364.00	3%
Class E "Show Sale"	each	N	\$ 376.00	\$ 387.00	\$ 387.00	3%
Lost Picture ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0%
HORSE-RIDING ESTABLISHMENTS*	each	N	\$ 435.00	\$ 448.00	\$ 448.00	3%
LOUD SPEAKERS	each	N	\$ 180.00	\$ 185.00	\$ 185.00	3%
NEWSPAPER BOXES	each	N	\$ 50.00	\$ 52.00	\$ 52.00	4%

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	TOTAL FEE	INCREASE
Impound Fee	each	N	\$ 55.00	\$ 57.00	\$ 57.00	4%
OUTDOOR SERVING AREAS*	each	N	\$ 328.00	\$ 337.00	\$ 337.00	3%
SECOND HAND GOODS SHOPS & DEALERS*	each	N	\$ 402.00	\$ 414.00	\$ 414.00	3%
TAXI						
Taxi Owner License (Plate)*	each	N	\$ 3,375.00	\$ 3,476.00	\$ 3,476.00	3%
Taxi Owner License Renewal (Plate)*	each	N	\$ 507.00	\$ 522.00	\$ 522.00	3%
Taxi Broker*	each	N	\$ 566.00	\$ 583.00	\$ 583.00	3%
Taxi Plate Owner Transfer (Sale)	each	N	\$ 435.00	\$ 448.00	\$ 448.00	3%
Taxi Driver New or after renewal date	each	N	\$ 168.00	\$ 173.00	\$ 173.00	3%
Taxi Driver Renewal before May 1st	each	N	\$ 100.00	\$ 103.00	\$ 103.00	3%
Taxi Driver Priority List	each	N	\$ 77.00	\$ 80.00	\$ 80.00	4%
Reinspection of Taxi Vehicle	each	N	\$ 54.00	\$ 56.00	\$ 56.00	4%
Vehicle transfer	each	N	\$ 165.00	\$ 170.00	\$ 170.00	3%
Lost Taxi Plate	each	N	\$ 85.00	\$ 85.00	\$ 85.00	0%
Lost Taxi Driver ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0%
Lost Tariff Sheet	each	N	\$ 15.00	\$ 15.00	\$ 15.00	0%
Taxi test fee (per test)	each	N	\$ 26.00	\$ 27.00	\$ 27.00	4%
*Late Payment Fee for some classes of licenses	N		\$ 25.00	\$ 25.00	\$ 25.00	0%