



CORPORATION OF THE TOWN OF NEWMARKET

BY-LAW NUMBER 2015-57

A BY-LAW TO ADOPT FEES AND CHARGES FOR SERVICES OR ACTIVITIES PROVIDED BY THE TOWN OF NEWMARKET.

(Fees and Charges – All Departments; Corporate Services – Finance, Procurement Services and Information Systems; Legal Services; Public Works Services; Engineering Services; Legislative Services – General Fees)

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 2014-58 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 as well as Fees and Charges for Finance; Procurement Services; Information Systems; Legal Services; Public Works Services; Engineering Services; Legislative Services – General Fees and to repeal By-law 2014-58 and 2015-22;

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 Services and Information Systems; Legal Services; Public Works Services; Engineering Services; Legislative Services – General Fees)
2. AND 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;
3. AND 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 Services and Information Systems; Legal Services; Public Works Services; Engineering Services; Legislative Services – General Fees previously established by the Town of Newmarket for the services identified in this by-law;
4. AND THAT this by-law shall come into full force and effect on January 1, 2016 at which time By-law 2014-58 and 2015-22 be repealed.

ENACTED THIS 30TH DAY OF NOVEMBER, 2015.

Tony Van Bynen, Mayor

Andrew Brouwer, Town Clerk

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE A**

Department: All Departments

Effective Date:

January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
Plan Reproduction:							
24" x 36" sheet – for first sheet	per sheet		\$ 16.81	\$ 17.70	\$ 2.30	\$20.00	5.3%
additional sheets	per sheet		\$ 8.41	\$ 8.85	\$ 1.15	\$10.00	5.2%
36" x 42" sheet – for first sheet	per sheet		\$ 16.81	\$ 17.70	\$ 2.30	\$20.00	5.3%
additional sheets	per sheet		\$ 8.41	\$ 8.85	\$ 1.15	\$10.00	5.2%
Photocopy:	per copy		\$ 0.84	\$ 0.84	\$ 0.11	\$0.95	0.0%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE B**

Commission: Corporate Services

Effective Date: January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
<u>FINANCE</u>							
Accounts Receivable Finance Charges	1.25% monthly on outstanding balance	N	1.25% monthly on outstanding balance	1.25% monthly on outstanding balance		1.25% monthly on outstanding balance	0%
Accounts Receivable Collection Charges	16% of the outstanding balance	N	16% of the outstanding balance	16% of the outstanding balance		16% of the outstanding balance	0%
Tax Certificate	each	N	\$ 75.00	\$ 80.00		\$ 80.00	7%
Treasurer's Compliance Letter	each	N	\$ 75.00	\$ 80.00		\$ 80.00	7%
Returned Cheque	each	N	\$ 50.00	\$ 50.00		\$ 50.00	0%
Tax Bill Reprint	each	N	New	\$ 10.00		\$ 10.00	N/A
Statement of Taxes Paid	each	N	\$ 35.00	\$ 35.00		\$ 35.00	0%
Verification of Local Improvements	each	N	\$ 75.00	\$ 80.00		\$ 80.00	7%
Detailed Analysis of Tax Account	per hour	N	\$ 45.00	\$ 45.00		\$ 45.00	0%
Update Mortgage Company Information	each	N	\$ 15.00	\$ 15.00		\$ 15.00	0%

Financial Services Administrative Fee	15% of invoice	Y	15% of invoice	15% of invoice		15% of invoice+HST	0%
New Ownership Maintenance Fee	per account	N	New	\$ 20.00		\$ 20.00	N/A
New Roll/Property Fee	per roll	N	New	\$ 20.00		\$ 20.00	N/A
Detailed Calculations of Tax Adjustments (other than property owner)	per roll	N	New	\$ 25.00		\$ 25.00	N/A
Copies of Assessment View	per copy	Y	\$ 0.84	\$ 0.84	\$ 0.11	\$ 0.95	0%
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 \$60,000 +HST		5% of Security Requirement, maximum \$60,000 +HST	0%
<u>PROCUREMENT SERVICES</u>							
Quotations, Proposals and Tenders	range from \$10.00 to \$250.00 depending on the complexity or value of the solicitation	Y	range from \$10.00 to \$250.00 depending on the complexity or value of the solicitation	range from \$10.00 to \$259 depending on the complexity or value of the solicitation		range from \$10 to \$259 depending on complexity or value of the solicitation	3.6%
<u>INFORMATION SYSTEMS</u>							
Custom Mapping (minimum charge of 1/2 hour)	per hour	Y	\$ 50.00	\$ 50.00	\$ 6.50	\$ 56.50	0%
	per additional copy (size 8.5x11 to 11x17)	Y	\$ 1.99	\$ 1.99	\$ 0.26	\$ 2.25	0%

	per additional copy (larger than 11x17)	Y	\$ 5.00	\$ 5.00	\$ 0.65	\$ 5.65	0%
Digital Address Points Including Street Number and Name		Y	\$ 1,200.00	\$ 1,200.00	\$156.00	\$ 1,356.00	0%
Digital Building Footprints		Y	\$ 1,200.00	\$ 1,200.00	\$156.00	\$ 1,356.00	0%
Ward Polling Location Map	per copy	Y	\$ 15.27	\$ 15.27	\$ 1.99	\$ 17.26	0%
Individual Ward Map	per copy	Y	\$ 15.27	\$ 15.27	\$ 1.99	\$ 17.26	0%
Detailed Street Map	per copy	Y	\$ 25.00	\$ 25.00	\$ 3.25	\$ 28.25	0%
Municipal Address Map Series	full set of 42, D sized sheets	Y	\$ 125.00	\$ 125.00	\$ 16.25	\$ 141.25	0%
	per sheet (D sized)	Y	\$ 6.68	\$ 6.68	\$ 0.87	\$ 7.55	0%
	full set of 42, 11x17	Y	\$ 76.50	\$ 76.50	\$ 9.95	\$ 86.45	0%
	per sheet (11x17)	Y	\$ 1.99	\$ 1.99	\$ 0.26	\$ 2.25	0%
Large 2007 Ortho Meeting Room Map	per copy	Y	\$ 50.00	\$ 50.00	\$ 6.50	\$ 56.50	0%
Large 2009 Ortho Meeting Room Map	per copy	Y	\$ 50.00	\$ 50.00	\$ 6.50	\$ 56.50	0%
Large 2011 Ortho Meeting Room Map	per copy	Y	\$ 100.00	\$ 100.00	\$ 13.00	\$ 113.00	0%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE C**

**Effective
Date:**

January 1, 2016

Department: Legal Services

NOTE: All fees and charges are subject to H.S.T. and full cost recovery including but not limited to Teraview fees or courier as applicable. An administrative fee of \$10.00 will be added to any courier charges. All fees may be increased based on the complexity and nature of the Agreement, document or service as determined by the Municipal Solicitor and based on the hourly rate of **\$280.00** per lawyer and **\$110.00** per law clerk.

Some examples of full cost recovery: Registration Fees, Sub-Search Fees, Conveyancer Fees, Printing Fees, Courier Fees, Corporate Search Fees, etc.

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2015 FEE BEFORE TAX	2016 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
Standard Encroachment Agreement -New	each	Y	min. \$1,148	min. \$1,190	varies	Varies	3.7%
Renewals of Encroachment Agreement re: change of property ownership	each	Y	min. \$575	min. \$600	varies	Varies	4.4%
Model Home Agreement	each	Y	\$ 1,016.00	\$ 1,050.00	\$136.50	\$ 1,186.50	3.3%
Builder's Agreement	each	Y	\$ 1,016.00	\$ 1,050.00	\$136.50	\$ 1,186.50	3.3%
Standard Pre-servicing Agreement	each	Y	min. \$1,148	min. \$1,190	varies	Varies	3.7%
Temporary Sales Office Agreement	each	Y	\$ 1,016.00	\$ 1,050.00	\$136.50	\$ 1,186.50	3.3%
Temporary Structure Agreement	each	Y	\$ 1,016.00	\$ 1,050.00	\$136.50	\$ 1,186.50	3.3%
Spine Services Development Agreement	each	Y	min. \$9,500	min. \$9,830	varies	Varies	3.5%
Amendments to Spine Services Development Agreement	each	Y	min. \$1,775	min. \$1,840	varies	Varies	3.7%

Miscellaneous Agreements (based on complexity)	each	Y	min. \$419	min. \$430	varies	Varies	2.6%
RESIDENTIAL, COMMERCIAL OR INDUSTRIAL DEVELOPMENT FEES (Legal Services from Commencement of Application to Final Release of Acceptance of Subdivision) Billed After Plan Registration							
SUBDIVISION/CONDOMINIUM AGREEMENTS							
Subdivision (includes Residential Condominium) Base Fee (includes first 100 lots and/or developable blocks)	each	Y	min. \$9,500	min. \$9,830	varies	Varies	3.5%
Plus Additional Fee for Each Lot - 101 to 250 Lots	per lot	Y	\$ 31.93	\$ 33.00	\$ 4.29	\$ 37.29	3.4%
Plus Additional Fee for Each Lot - 251 to 400 Lots	per lot	Y	\$ 20.60	\$ 21.30	\$ 2.77	\$ 24.07	3.4%
Plus Additional Fee for Each Lot – 401 and over	per lot	Y	\$ 13.39	\$ 13.90	\$ 1.81	\$ 15.71	3.8%
Standard Subdivision Agreement	each	Y	min. \$6,089	min. \$6,300	varies	Varies	3.5%
Amendments to Standard Subdivision Agreement	each	Y	min. \$1,845	min. \$1,910	varies	Varies	3.5%
Commercial/Industrial	base fee	Y	\$ 6,149.00	\$ 6,360.00	\$826.80	\$ 7,186.80	3.4%
Commercial/Industrial	per acre	Y	\$ 127.72	\$ 130.00	\$ 16.90	\$ 146.90	1.8%
Security Release Requests	each	Y	min. \$337	min. \$350	varies	Varies	3.9%
Security Reduction Requests	each	Y	min. \$173	min. \$180	varies	Varies	4.0%

SITE PLAN AGREEMENTS					
Commercial/Industrial Sites including commercial, residential or multi-use condominiums (Head Agreements)	each	Y	min. \$836	min. \$870	varies
Commercial/Industrial Sites including commercial, residential or multi-use condominiums (Amendments to Head Agreements)	each	Y	min. \$544	min. \$560	varies
Private Schools	each	Y	min. \$538	min. \$560	varies
Regional Schools	each	Y	min. \$538	min. \$560	varies
Region of York	each	Y	min. \$836	min. \$870	varies
All other Site Plan/Development Agreements	each	Y	min. \$836	min. \$870	varies
All other Amending Site Plan/Development Agreements	each	Y	min. \$560	min. \$580	varies
Security Release Requests	each	Y	min. \$337	min. \$350	varies
Security Reduction Requests	each	Y	min. \$173	min. \$180	varies
OTHER					
Compliance Letters (For 48 hour turnaround, add 25%) (Legal issues only)	each	Y	min. \$162	min. \$170	varies
Release of Agreement	each	Y	min.\$272	min.\$280	varies
Discharge Mortgage –Per Discharge	each	Y	min. \$240	min. \$250	varies

Varies	4.1%
Varies	2.9%
Varies	4.1%
Varies	4.1%
Varies	4.1%
Varies	3.6%
Varies	3.9%
Varies	4.0%
Varies	
Varies	4.9%
Varies	2.9%
Varies	4.2%

Property Standards Order – Compliance Release (preparation of discharge and registration per order)	each	Y	min. \$291	min. \$300	varies	Varies	3.1%
Release Documents, Restrictions, Easements, etc.	each	Y	min. \$240	min. \$250	varies	Varies	4.2%
Bylaws that Require Registration	each	Y	min. \$299	min. \$310	varies	Varies	3.7%
Transfers of land and easements or other conveyances not pursuant to a development agreement	each	Y	min. \$575	min. \$600	varies	Varies	4.3%
Reconveyance of land pursuant to an Agreement	each	Y	min. \$575	min. \$600	varies	Varies	4.3%
Registration of Miscellaneous Documents	each	Y	min. \$287	min. \$300	varies	Varies	4.5%
Miscellaneous letters in response to requests for information	each	Y	min. \$162	min. \$170	varies	Varies	4.9%
Renewal Miscellaneous Agreements	each	Y	New	min. \$500	varies	Varies	n/a
Disposal of Town Land (disbursements, surveys, appraisals, etc. would be in addition to this fee)	each	Y	New	min. \$1000	varies	Varies	n/a

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE D**

Department: Public Works

Effective Date: January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	2016 Base Fee	2016 Admin Fee	SUBJECT TO HST YES/NO	TOTAL 2016 FEE BEFORE TAX	HST	TOTAL FEE	% INCREASE
Parks								
Installation of Banners on Main & Water				Y	\$ 650.33	\$ 84.54	\$ 734.87	3.5%
Installation of Banners at all other locations	\$50.00/hour for each staff person plus 15% admin fee to a max. \$550.00							
Celebration Programs								
Celebration & Boulevard Trees (Planting Included)	Each			Y	\$ 362.25	\$ 47.09	\$ 409.34	3.5%
Veteran's Memorial Walkway Stones (Large)	Each			Y	\$ 310.50	\$ 40.37	\$ 350.87	3.5%
Veteran's Memorial Walkway Stones (Small)	Each			Y	\$ 155.25	\$ 20.18	\$ 175.43	3.5%
Celebration Bench	Each			Y	\$ 1,035.00	\$ 134.55	\$ 1,169.55	3.5%
Reflection Bench	Each			Y	\$ 1,552.50	\$ 201.83	\$ 1,754.33	3.5%
Sewer						\$ -		
Special Sanitary Sewer Charge - Infilling Lot	per residential unit			N	\$ 439.21		\$ 439.21	3.5%
Inspection Fee for Res. San. Service Installed by Owner		\$ 146.10	\$ 21.92	Y	\$ 168.02	\$ 21.84	\$ 189.86	3.5%

Remove second and subsequent blockages in sanitary sewer (if on private property)	Actual + Administration Fee			Y		
Water						
Water flow test not related to existing site plan agreements		\$ 155.83	\$ 23.37	Y	\$ 179.20	\$ 23.30
Water Construction Charge	Residential			N	\$ 87.36	
	Commercial/Industrial/Institutional			N	\$ 146.27	
Watermain Tap for Residential Water Service (by Town)		\$ 421.50	\$ 63.22	Y	\$ 484.72	\$ 63.01
Turn Water Off / On for Unpaid Water Bill	During Regular Working Hours	\$ 118.83	\$ 17.82	Y	\$ 136.65	\$ 17.76
	Emergency After Hours	\$ 340.90	\$ 51.14	Y	\$ 392.04	\$ 50.97
Repair/Replace Anti-Tampering device Hydrant or valve	Hydrant	\$ 415.88	\$ 62.38	Y	\$ 478.26	\$ 62.17
		\$ 287.17	\$ 43.08	Y	\$ 330.25	\$ 42.93
Inspection Fee for Residential Water Service Installed by Owner		\$ 126.62	\$ 18.99	Y	\$ 145.61	\$ 18.93
Water Valve Operating After Hours – related to developments		\$ 418.79	\$ 62.82	Y	\$ 481.61	\$ 62.61
Water Collection Fee	Per application			Y	\$ 41.74	\$ 5.43
Water - Bulk Rate	Per 1000 gallon			N	\$ 21.54	
	Per liter			N	\$ 0.00	
Special Water Charge - Infilling Lot (For new developments)	Per residential unit			N	\$ 527.05	
Meter Seal - Return Visit		\$ 131.50	\$ 19.73	Y	\$ 151.23	\$ 19.66
Valve Locate or Line Tracing		\$ 112.02	\$ 16.80	Y	\$ 128.82	\$ 16.75
Water Meters						
Installed by Builder/Plumber	16x13 (5/8"x 1/2")			Y	\$ 389.07	\$ 50.58

\$ 202.50	3.5%
\$ 87.36	3.5%
\$ 146.27	3.5%
\$ 547.73	3.5%
\$ 154.41	3.5%
\$ 443.01	3.5%
\$ 540.43	3.5%
\$ 373.18	3.5%
\$ 164.54	3.5%
\$ 544.22	3.5%
\$ 47.17	3.5%
\$ 21.54	6.5%
\$ 0.00	6.5%
\$ 527.05	3.5%
\$ 170.89	3.5%
\$ 145.57	3.5%
\$ 439.65	3.5%

Installed by Builder/Plumber	16x19 (5/8"x3/4")			Y	\$ 389.07	\$ 50.58	\$ 439.65	3.5%
Installed by Builder/Plumber	19 (3/4")			Y	\$ 407.98	\$ 53.04	\$ 461.02	3.5%
Installed by Builder/Plumber	25.0 (1")			Y	\$ 425.24	\$ 55.28	\$ 480.52	3.5%
Installed by Builder/Plumber	38 (1-1/2")			Y	\$ 806.38	\$ 104.83	\$ 911.21	3.5%
Installed by Builder/Plumber	50 (2")			Y	\$ 1,077.84	\$ 140.12	\$ 1,217.96	3.5%
75 Compound (3") Installed by Dev.	(including cost of strainers)			Y	\$ 4,354.25	\$ 566.05	\$ 4,920.30	3.5%
100 Compound (4") Installed by Dev.	(including cost of strainers)			Y	\$ 6,853.71	\$ 890.98	\$ 7,744.69	3.5%
Note: No Refunds on Water Meters								
Other Services								
Municipal Consents	Regular Service			N	\$ 472.16		\$ 472.16	3.5%
Water Saving Kits	Each			Y	\$ 9.44	\$ 1.23	\$ 10.67	3.5%
Fire Route/Accessible Signs	Each			Y	\$ 38.44	\$ 5.00	\$ 43.44	3.5%
Street Name/Stop Signs, Hardware & Post	Each			Y	\$ 469.96	\$ 61.09	\$ 531.05	3.5%
Anti-Tampering Devices -Hydrant/Valve	Each			Y	\$ 131.75	\$ 17.13	\$ 148.88	3.5%
Anti-Idling Signs	Each			Y	\$ 42.84	\$ 5.57	\$ 48.41	3.5%
Road Occupancy Permit	Each			N	\$ 76.86	\$ -	\$ 76.86	3.5%
Temporary Encroachment on Roadways (Where the roadway is used to facilitate activities related to the development of adjacent lands i.e. loading/staging areas.)	Per m2/week			Y	\$ 2.69	\$ 0.35	\$ 3.04	3.5%
Temporary Encroachment on Boulevard/ Sidewalk Where hoarding, covered walkways or other temporary structures extend onto public lands or areas used to store materials, equipment or shelters.)	Per m2/week			Y	\$ 0.29	\$ 0.04	\$ 0.33	3.5%
Aerial Crane Trespass (Where fixed crane booms extend over public lands.)	Per Month			Y	\$ 533.03	\$ 69.29	\$ 602.32	3.5%

Construction Access Fee (Where access to construction site occurs through parkland or over a boulevard.				Y	\$ 106.61	\$ 13.86
Curb Cut – by Town Contractor		\$ 246.35	\$ 36.95	Y	\$ 283.30	\$ 36.83
Curb Cut - by Town Contractor - RUSH		\$ 288.84	\$ 43.33	Y	\$ 332.17	\$ 43.18
Curb Cut – without Approval		\$ 333.72	\$ 50.06	Y	\$ 383.78	\$ 49.89
Graffiti Removal for Utilities	at Cost			Y	at cost	
Road Closure				Y	\$ 33.02	\$ 4.29
Solid Waste and Recycling						
White Goods (freezer, stove, etc.)				Y	\$ 10.62	\$ 1.38
Commercial & Industrial/Apartment Wheel Carts	64 gallon			Y	\$ 150.44	\$ 19.56
	95 gallon			Y	\$ 163.72	\$ 21.28
Composters	Standard Size			Y	\$ 17.70	\$ 2.30
Large Items	(furniture, mattress, etc.)			Y	\$ 10.62	\$ 1.38
Recycling Blue Box	Each			Y	\$ 8.85	\$ 1.15
Garbage Bag Tags (Sold in Package of 5)				N	\$ 12.00	
Special Refuse Cleanup	Actual + administration cost			N		
Source Separated Organics (SSO)	Large Bin			Y	\$ 17.70	\$ 2.30
	Kitchen Bin			Y	\$ 5.31	\$ 0.69
Sewer						
Sanitary Sewer Connection – Residential/ICI - Road Allowance - owner to obtain qualified contractor	Owner's Cost to Install			Y		
Sanitary Connection Application	Per application			Y	\$ 109.81	\$ 14.28
Sanitary Connection - Local Improvement	Per application					
Water						
Water Connection – Residential/ICI - Road Allowance - owner to obtain qualified contractor	Owner's Cost to Install			Y		

\$ 120.47	3.5%
\$ 320.13	3.5%
\$ 375.35	3.5%
\$ 433.67	3.5%
\$ 37.31	3.5%
\$ 12.00	0.0%
\$ 170.00	2.7%
\$ 185.00	2.5%
\$ 20.00	0.0%
\$ 12.00	0.0%
\$ 10.00	0.0%
\$ 12.00	0.0%
\$ 20.00	0.0%
\$ 6.00	0.0%
\$ 124.09	3.5%

Water Connection Application	Per application			Y	\$ 109.81	\$ 14.28
Other Services						
Road and boulevard inspection fee for security requirement or release related to private residential construction	Per application			Y	\$ 109.81	\$ 14.28
Gate Application and Inspection	Each			Y	\$ 109.81	\$ 14.28

\$ 124.09	3.5%
\$ 124.09	3.5%
\$ 124.09	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE E**

Department: Engineering Services

Effective Date: January 1, 2016

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2016 FEE BEFORE TAX	HST AMOUNT	TOTAL FEE	% INCREASE
Development Services						
Subdivision Design Standard Manual	Each	Y	\$ 90.10	\$ 11.71	\$ 101.81	3.5%
Fill Permit	Owner Occupied Residential	N	\$ 189.23		\$ 189.23	3.5%
	All Other Types of Property	N	\$ 378.40		\$ 378.40	3.5%
Engineering Checking & Inspection						
Site Plans handled fully in house	6% of the value of all site works and services outside of the buildings \$758.18 minimum	Y	\$ 758.18	\$ 98.56	\$ 856.74	3.5%
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.	3.00% Admin Fee - minimum of \$758.18 of the value of outside works and services plus deposit for checking consultant	Y	\$ 758.18	\$ 98.56	\$ 856.74	3.5%

Subdivisions – Admin. Fee + Deposit for Checking Consultant	3.00% Admin Fee + 2.75% deposit for checking consultant	Y		
Other Services				
Emergency Work Performed for Developer or Other	minimum \$991.10 plus HST or Actual Cost + 15% Admin. Fee + HST	Y	\$ 991.10	\$ 128.84
Coordination/administration of private works in Town contract or as part of private works/Town works in Region contract.	\$195.85 minimum + HST or Actual Cost + 15% Admin. Fee + HST	Y	\$ 195.85	\$ 25.46
Coordination/administration of Regional works within Town contracts.	18% Admin. Fee + HST	Y		
Property Information – Assumed/ Unassumed + Release Cert. If requested & available	Per application	Y	\$ 165.57	\$ 21.52
Property Information	(legal, environmental, compliance)	Y	\$ 165.57	\$ 21.52
Consultant's request for traffic counts (ATR or TMC)	Each	Y	\$ 115.38	\$ 15.00

\$ 1,119.94	3.5%
\$ 221.31	3.5%
\$ 187.09	3.5%
\$ 187.09	3.5%
\$ 130.38	3.5%

**TOWN OF NEWMARKET
2016 USER FEES
SCHEDULE F**

Department: Legislative Services- General Fees

Effective Date: January 1, 2016

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	2016 FEE BEFORE TAXES	HST AMOUNT	TOTAL FEE	% INCREASE
VITAL STATISTICS						
Death Registration	each	N	\$ 30.00	\$0.00	\$30.00	0.0%
GENERAL ADMINISTRATION						
Municipal Information - Liquor Application	each	N	\$ 165.00	\$0.00	\$165.00	3.1%
Ontario Municipal Board (OMB) Appeal Fee	each	N	\$ 155.00	\$0.00	\$155.00	0.0%
Property Standards Appeal Fee	each	N	\$ 160.00	\$0.00	\$160.00	3.2%
Property Standards Reinspection Fee	each	N	\$ 165.00	\$0.00	\$165.00	3.1%
Noise Exemption Application /Residential	each	N	\$ 56.00	\$0.00	\$56.00	3.7%
Noise Exemption Application/Construction	each	N	\$ 165.00	\$0.00	\$165.00	3.1%
Private Parking Administration Fee (minimum 3 hour)	per year	N	\$ 100.00	\$0.00	\$100.00	n/a
Garbage Administration(large articles)	each	N	\$ 55.00	\$0.00	\$55.00	n/a

POOLS				
Permit Fee - Above Ground Pool	each	N	\$ 160.00	\$0.00
Permit Fee - Hot Tub	each	N	\$ 160.00	\$0.00
Permit Fee - Inflatable Pool	each	N	\$ 160.00	\$0.00
Permit Fee - Ponds	each	N	\$ 160.00	\$0.00
SIGNS				
Sign By-law Exemption Fee	each	N	\$ 165.00	\$0.00
Ground Sign	each	N	\$ 424.00	\$0.00
Fascia Sign	each	N	\$ 424.00	\$0.00
Mural Sign	each	N	\$ 424.00	\$0.00
Projecting Sign	each	N	\$ 424.00	\$0.00
Construction Information Sign	each	N	\$ 424.00	\$0.00
Hoarding Sign	each	N	\$ 424.00	\$0.00
New Home Development Sign	each	N	\$ 106.00	\$0.00
Development Sign	each	N	\$ 424.00	\$0.00
Portable Sign	each	N	\$ 106.00	\$0.00
Mobile Sign	each	N	\$ 106.00	\$0.00
Inflatable Sign	each	N	\$ 424.00	\$0.00
Banner Sign	each	N	\$ 106.00	\$0.00
Election Sign Deposit	each	N	\$ 250.00	\$0.00

\$160.00	3.2%
\$160.00	3.2%
\$160.00	3.2%
\$160.00	3.2%
\$165.00	3.1%
\$424.00	2.9%
\$424.00	2.9%
\$424.00	2.9%
\$424.00	2.9%
\$424.00	2.9%
\$424.00	2.9%
\$106.00	2.9%
\$424.00	n/a
\$106.00	2.9%
\$106.00	2.9%
\$424.00	2.9%
\$106.00	2.9%
\$250.00	0.0%

Election Sign Removal	per sign	N	\$ 25.00	\$0.00
Billboard Sign	each	N	\$ 1,591.00	\$0.00
Billboard Sign Renewal	every 5 years	N	\$ 530.00	\$0.00
Variance Fee - Staff Review	per review	N	\$ 265.00	\$0.00
Variance Fee - Committee	per review	N	\$ 530.00	\$0.00
Sign Removal	each	N	\$ 160.00	\$0.00
Lens Replacement	each	N	\$ 212.00	\$0.00
Sign Fees for Yonge Street until December 31, 2016				
Ground Sign	each	N	\$ 150.00	\$0.00
Fascia Sign	each	N	\$ 150.00	\$0.00
Mural Sign	each	N	\$ 400.00	\$0.00
Projecting Sign	each	N	\$ 150.00	\$0.00
Construction Information Sign	each	N	\$ 150.00	\$0.00
Hoarding Sign	each	N	\$ 400.00	\$0.00
New Home Development Sign	each	N	\$ 80.00	\$0.00
Portable Sign	each	N	\$ 80.00	\$0.00
Mobile Sign	each	N	\$ 80.00	\$0.00
Inflatable Sign	each	N	\$ 150.00	\$0.00
Banner Sign	each	N	\$ 100.00	\$0.00
Election Sign Deposit	each	N	\$ 250.00	\$0.00

\$25.00	0.0%
\$1,591.00	3.0%
\$530.00	2.9%
\$265.00	2.7%
\$530.00	2.9%
\$160.00	3.2%
\$212.00	n/a
\$150.00	0.0%
\$150.00	0.0%
\$400.00	0.0%
\$150.00	0.0%
\$150.00	0.0%
\$400.00	0.0%
\$80.00	0.0%
\$80.00	0.0%
\$80.00	0.0%
\$150.00	0.0%
\$100.00	0.0%
\$250.00	0.0%

Election Sign Removal	per sign	N	\$ 25.00	\$0.00
Billboard Sign	each	N	\$ 1,500.00	\$0.00
Billboard Sign Renewal	every 5 years	N	\$ 500.00	\$0.00
Variance Fee - Staff Review	per review	N	\$ 250.00	\$0.00
Variance Fee - Committee	per review	N	\$ 500.00	\$0.00
Sign Removal	each	N	\$ 150.00	\$0.00
Commissioning of Documents (except foreign pensions)	\$15 per document	Y	\$ 15.04	\$1.96
Certification of Document	\$5 per document to a maximum of \$25	Y	\$ 4.35	\$0.65
PARKING ENFORCEMENT				
Parking Enforcement Private Special Events (minimum 3 hours)	per hour	N	\$ 50.00	\$0.00
Parking Enforcement Charities & Non-Profit Organizations (minimum 3 hours)	per hour	N	\$ 35.00	\$0.00
Parking Enforcement Filming (minimum 3 hours)	per hour	N	\$ 60.00	\$0.00
FILMING PERMIT				
Administration Fee		N	\$ 257.50	\$0.00
Administration Fee - private property		N	\$ 140.00	\$0.00
Municipal Property Fee	if applicable	N	\$ 257.50	\$0.00
Contribution to Main Street District BIA if filming within designated BIA		N	\$ 1,000.00	\$0.00

\$25.00	0.0%
\$1,500.00	0.0%
\$500.00	0.0%
\$250.00	0.0%
\$500.00	0.0%
\$150.00	0.0%
\$17.00	0.0%
\$5.00	0.0%
\$50.00	n/a
\$35.00	n/a
\$60.00	n/a
\$257.50	3.0%
\$140.00	3.7%
\$257.50	3.0%
\$1,000.00	100.0%

Security Deposit depending on the nature of the film (where deemed necessary)	\$500 to \$5000	N	\$500 to \$5000	\$0.00	\$500 to \$5000	
REGISTRATION OF ACCESSARY DWELLING UNITS						
Application (Non-refundable)	each	N	\$ 250.00	\$0.00	\$250.00	0.0%
Lost identification plate	each	N	\$ 10.00	\$0.00	\$10.00	0.0%
Accessory Dwelling Unit Appeal	each	N	\$ 100.00	\$0.00	\$100.00	0.0%
FENCE VIEWING						
Administration Fee		N	\$ 250.00	\$0.00	\$250.00	0.0%
Fence Viewer's Inspection Fee	per person	N	\$ 50.00	\$0.00	\$50.00	0.0%
MARRIAGES						
Marriage Licence	each licence	N	\$ 135.00	\$0.00	\$135.00	8.0%
Civil Marriage Solemnization Service Fee	per service	Y	\$ 412.00	\$53.56	\$465.56	3.0%
Witness Fee	per person	Y	\$ 52.00	\$6.50	\$58.50	4.0%
Rehearsal Fee for offsite	per service	Y	\$ 77.25	\$9.75	\$87.00	3.0%
Marriage License/Ceremony package	per service	Y	\$ 500.00	\$52.00	\$552.00	n/a
Administration fee to be charged for change of wedding date within 7 days		Y	\$ 26.00	\$3.25	\$29.25	4.0%
Administration Fee to be charged for cancellation before consultation		Y	\$ 51.50	\$6.50	\$58.00	3.0%

Administration fee to be charged for cancellation after consultation		Y	\$ 154.50	\$19.50	\$174.00	3.0%
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	\$0.00	\$200.00	0.0%
	Regional Councillor	N	\$ 100.00	\$0.00	\$100.00	0.0%
	Councillor	N	\$ 100.00	\$0.00	\$100.00	0.0%
FREEDOM OF INFORMATION						
Application	each	N	\$ 5.00	\$0.00	\$5.00	0.0%
Photo Copies	per page	N	\$ 0.20	\$0.00	\$0.20	0.0%
Disks	per disk	N	\$ 10.00	\$0.00	\$10.00	0.0%
Manually Searching Records \$7.50 per ¼ hour	per hour	N	\$ 30.00	\$0.00	\$30.00	0.0%
Preparation of Record of Disclosure	per hour	N	\$ 30.00	\$0.00	\$30.00	0.0%
Developing a Computer Program \$15.00 per ¼ hour	per hour	N	\$ 60.00	\$0.00	\$60.00	0.0%