

THE REGIONAL MUNICIPALITY OF YORK

SCHEDULE OF FEES AND CHARGES

Schedule "A" to By-law No. 2020-04

EFFECTIVE: January 2, 2023

Please note that total fees shown in column 3 are either a specific amount approved by Council report or rounded as per Bylaw 2020-04 as follows:

- a) the nearest dollar when fees are less than \$100
- b) the nearest \$10 when fees are \$100 or more but less than \$1,000
- c) the nearest \$100 when fees are \$1,000 or more

Accessible formats or communication supports are available upon request

Contact information: email Corporate.Accounting@york.ca or call Jason Li, Director, Controllership Office and Deputy Treasurer at 905-830-4444 ext. 71683

DEPARTMENT: Corporate Services**BRANCH:** Office of the Regional Clerk

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee (rounded per Council bylaw)
ANNUAL SUBSCRIPTION RATES:			
<u>Council</u>			
1. (includes Notice of Meeting, Agenda Listings, Minutes of Previous Meeting, Communications, Reports and By-laws)	\$539.82	\$70.18	\$610
2. Agenda Listing only	\$212.39	\$27.61	\$240
<u>Committees</u>			
1. Committee of the Whole	\$486.73	\$63.27	\$550
2. Agenda Listing only	\$141.59	\$18.41	\$160
3. Housing York Inc. Board	\$407.08	\$52.92	\$460
4. Agenda Listing only	\$132.74	\$17.26	\$150
5. York Region Rapid Transit Corporation Board	\$345.13	\$44.87	\$390
6. Agenda Listing only	\$106.19	\$13.81	\$120
7. Audit Committee	\$274.34	\$35.66	\$310
8. Agenda Listing only	\$69.03	\$8.97	\$78
<u>Ad Hoc Committees</u>			
1. Accessibility Advisory Committee	\$477.88	\$62.12	\$540
2. Agenda Listing only	\$132.74	\$17.26	\$150

DEPARTMENT: Corporate Services**BRANCH:** Office of the Regional Clerk

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee (rounded per Council bylaw)
1. Photocopies (per page)	\$0.65	\$0.09	\$0.74
2. Disk (information on disk) (per disk)	\$13.27	\$1.73	\$15
3. Certification of Minutes or Reports	\$19.47 plus \$0.63 /page	\$2.53 \$0.08	\$22 plus \$0.71 /page
4. Commissioning of Documents	\$34.51	\$4.49	\$39
5. Consultants' Reports/Presentation Materials	Cost of reproduction plus 15% plus HST	13%	Cost of reproduction plus 15% plus HST
6. Research and Retrieval	\$53.98 /hour plus cost of off-site retrieval	\$7.02	\$61 /hour plus cost of off-site retrieval
7. Meeting Rooms (per use/day)			
▪ Seminar Room	\$69.91	\$9.09	\$79
▪ Committee Room "A"	\$53.98	\$7.02	\$61
▪ Committee Room "B"	\$40.71	\$5.29	\$46
▪ Lobby (Great Hall)	\$88.50	\$11.50	\$100
▪ Chambers	*See Note		*See Note
8. Request for investigation of a closed meeting of Regional Council or its Committees §	\$110.62	\$14.38	\$125

* Rates available on request. Charges for non-profit entities may be waived at the request of a member of Regional Council or a member of the council of an area municipality.

§ Not indexed with CPI annually as the item is prescribed as a fixed fee in a report.

DEPARTMENT: Corporate Services

BRANCH: Community Planning & Development Services

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee (rounded per Council bylaw)
APPLICATION PROCESSING FEES:			
1. Regional Official Plan Amendment (ROPA)	\$25,508.08	**	\$25,500
2. ROPA Notice of Receipt of Application	\$11,096.02 or actual cost whichever is less	**	\$11,100 or actual cost whichever is less
3. ROPA Notice of Public Meeting	\$11,096.02 or actual cost whichever is less	**	\$11,100 or actual cost whichever is less
4. Major Area Official Plan Amendment	\$25,508.08	**	\$25,500
5. Local Official Plan Amendment requiring a report to Council *			
▪ Base Fee [†]	\$5,949.61 plus	**	\$5,900 plus
▪ Decision Fee	\$7,652.42	**	\$7,700
6. Local Official Plan Amendment not requiring a report to Council*			
▪ Base Fee [†]	\$5,949.61 plus	**	\$5,900 plus
▪ Decision Fee	\$3,060.96	**	\$3,100
7. Official Plan Amendment Exemption (Base Fee) *	\$5,949.61	**	\$5,900
8. Revision to Official Plan Amendment requiring recirculation	\$3,569.77	**	\$3,600
9. Block Plan / Tertiary Plan	\$5,949.61	**	\$5,900
10. Minister's Zoning Order / Parkway Belt West	\$3,569.77	**	\$3,600
11. Zoning Bylaw Amendment not received with any other planning application	\$3,569.77	**	\$3,600

* To include agreements where development charges are not collected immediately upon entering into a Regional DC Agreement, phased billing occurs and when development charge rates are set by specific planning approvals.

** HST Exempt

† Minimum Charge must be paid at time of submission and is considered a one-time charge that is non-refundable.

Fees owing above the minimum charge are due prior to final approval being issued by the Regional Municipality of York.

DEPARTMENT: Corporate Services		BRANCH: Community Planning & Development Services	
Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
12. Draft Plan of Subdivision / Vacant Land Condominium	\$7,734.50	**	\$7,700
13. Draft Plan of Condominium	\$2,736.82	**	\$2,700
14. Revision (requires circulation)	\$2,933.43	**	\$2,900
15. Minor Revision (does not require circulation)	\$1,658.02	**	\$1,700
16. Subdivision Clearance (any phase)	\$5,949.61	**	\$5,900
17. Condominium Clearance (any phase)	\$2,379.85	**	\$2,400
18. To prepare a record in the event of a referral or appeal of an application to the Ontario Land Tribunal	\$624.94	**	\$620
19. Site Plan † Regular development, slab on grade, involves not more than 2 reports/studies. (Includes issuance of construction access permit)	minimum charge of \$3,825.43 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	**	minimum charge of \$3,800 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater
20. Major Site Plan † Complex development, involves review of more than 2 reports/studies. (Includes issuance of construction access permit)	minimum charge of \$10,585.85 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	**	minimum charge of \$10,600 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater
21. Review and approval of Environmental Site Assessment Report	\$1,913.11	**	\$1,900

** HST Exempt

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Fees owing above the minimum charge are due prior to final approval being issued by the Regional Municipality of York.

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee (rounded per Council bylaw)
22. Encroachment Permit	\$2,129.92	**	\$2,100
23. Engineering Review † (Review / comment on engineering drawing and report submissions for works on Regional Roads, for Draft Approval Plan of Subdivision / Vacant Land Condominium) (Includes issuance of construction access permit)	minimum charge of \$10,840.93 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	**	minimum charge of \$10,800 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater
24. Engineering Resubmission related to a development application (After the 3rd submission due to revisions by the owner or the owner's failure to revise drawings / plans / reports / studies as requested by the Region)	\$4,463.92	**	\$4,500
25. Consent to Sever	\$1,189.92 for first lot \$190.38 for each additional lot	**	\$1,200 for first lot \$190 for each additional lot
<u>ENVIRONMENTAL COMPLIANCE APPROVALS (ECA):</u>			
26. Oil Grit Separator and/or Low Impact Development measures and/or Underground Storage	\$5,608.08	**	\$5,600
27. Each Stormwater Management Pond	\$7,851.31	**	\$7,900
28. Sewers (storm and/or sanitary)	\$5,608.08	**	\$5,600
29. Each Pumping Station (storm and/or sanitary)	\$7,851.31	**	\$7,900

** HST Exempt

† Minimum Charge must be paid at time of submission and is considered a one-time charge that is non-refundable.
Fees owing above the minimum charge are due prior to final approval being issued by the Regional Municipality of York.

DEPARTMENT: Corporate Services

BRANCH: Community Planning & Development Services

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
<u>INSPECTION FEES:</u>			
30. Security Reduction works inspection fee (for third and subsequent security reduction work site inspection request)	\$2,379.85 per inspection	**	\$2,400 per inspection
31. Security release works inspection fee (for third and subsequent security release works site inspection request)	\$2,379.85 per inspection	**	\$2,400 per inspection
32. Construction Safety Inspection and Administrative Fee for damage caused to Regional property and for public safety concerns	\$2,379.85 per inspection	**	\$2,400 per inspection
33. Rectify any deficiencies, make any remedies or carry out the cleanup of roads within 24 hours or immediately if deemed a public safety concern by the Region (each occurrence)	\$2,379.85 or twice the actual cost to the Region to perform the work, whichever is greater	**	\$2,400 or twice the actual cost to the Region to perform the work, whichever is greater
<u>OTHER FEES:</u>			
34. Information Request and/or Review for miscellaneous submissions not identified under a fee category as determined by the Chief Planner	\$224.32 per hour	**	\$220 per hour
35. Review and approval of large scale major studies (e.g. Master Environmental Servicing Plan, Master Transportation Study, etc. submitted in advance of a Secondary Plan, Major Official Plan Amendment or complex large scale site)	\$11,899.23	**	\$11,900
36. Update or amendment to existing study	\$4,402.71	**	\$4,400
37. Peer Review	Actual Cost		Actual Cost

** HST Exempt

DEPARTMENT: Corporate Services		BRANCH: Long Range Planning	
Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
<u>PUBLICATIONS:</u> 1. Official Plan-Office Consolidation	\$74.34	\$9.66	\$84

DEPARTMENT: Legal and Court Services

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
1. Compliance Letter	\$132.47	**	\$130
2. Development Charge Agreement *	\$1,563.14	**	\$1,600
3. Site Plan Agreement *‡	\$2,277.74	**	\$2,300
4. Amendment to Site Plan Agreement *	\$927.30	**	\$930
5. Release of No-Pre-Sale Agreement *	\$132.74	\$17.26	\$150
6. Sale of Surplus Lands Administration Fee	\$1,893.19	**	\$1,900
7. Court Services			
<ul style="list-style-type: none"> ▪ Fine Default Fee 	\$23.69	**	\$24

* plus \$82.00 Registry Office registration fee, if required

** HST Exempt

‡ Fee is payable when initial site plan application is submitted

DEPARTMENT: Finance		BRANCH: Treasury Office	
Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
1. Development Charge Background Study	\$308.44	**	\$310
2. Compliance Letter for Development Charge Bylaw	\$308.44	**	\$310
3. Prepaid Development Charge Credit Agreements and Intersection and Minor Road Improvement Reimbursement Requests	Up to 1.0% of the value of the Capital Works (minimum fee \$1,000)	**	Up to 1.0% of the value of the Capital Works (minimum fee \$1,000)
4. Agreement Administration * (e.g. site plan agreement, subdivision agreement, development agreement, miscellaneous agreement, etc.)	\$1,682.42	**	\$1,700

* To include agreements where development charges are not collected immediately upon entering into a Regional DC Agreement, phased billing occurs and when development charge rates are set by specific planning approvals.

** HST Exempt

DEPARTMENT: Community and Health Services	BRANCH: Paramedic and Seniors Services
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Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
1. Standby charges for special events (per hour) <ul style="list-style-type: none"> ▪ per hour, for a minimum of 4 hours ▪ per hour, 12 hours or more 	\$185.47 \$278.19	** **	\$190 \$280

** HST Exempt

DEPARTMENT: Community and Health Services

BRANCH: Public Health

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee (rounded per Council bylaw)
1. <u>Clearance/Lawyer's letters:</u> <ul style="list-style-type: none">▪ Plumbing▪ Sewage Disposal▪ Health	\$106.19	\$13.81	\$120
	\$274.34	\$35.66	\$310
	\$106.19	\$13.81	\$120

DEPARTMENT: Public Works, Transportation Services

<p align="center">Column A Description of Service</p>	<p align="center">Column 1 Fee</p>	<p align="center">Column 2 13% HST</p>	<p align="center">Column 3 Total Fee <small>(rounded per Council bylaw)</small></p>
<p>3. Application for use of Regional roads</p> <ul style="list-style-type: none"> ▪ Moving of Excess Loads Permit - issuance of permit for vehicles exceeding certain loads to travel on Regional roads: ▪ Construction - Supervision <ul style="list-style-type: none"> Annual Permit Project Permit (project) Project Permit (per load) Modular Permit (annual) Modular Permit (per load) ▪ Special Event Permit <ul style="list-style-type: none"> Minor occupancy Major occupancy ▪ Utility Application <ul style="list-style-type: none"> a) Review of application plans <ul style="list-style-type: none"> Minor Major Telecom b) Occupancy permit 	<p align="center">\$331.18</p> <p align="center">\$198.71</p> <p align="center">\$1,324.70</p> <p align="center">\$33.11</p> <p align="center">\$1,324.70</p> <p align="center">\$33.11</p> <p align="center">\$132.49</p> <p align="center">\$1,324.70</p> <p align="center">\$99.36</p> <p align="center">\$331.18</p> <p align="center">\$536.51</p> <p align="center">\$1,324.70</p>	<p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p>	<p align="center">\$330</p> <p align="center">\$200</p> <p align="center">\$1,300</p> <p align="center">\$33</p> <p align="center">\$1,300</p> <p align="center">\$33</p> <p align="center">\$130</p> <p align="center">\$1,300</p> <p align="center">\$99</p> <p align="center">\$330</p> <p align="center">\$540</p> <p align="center">\$1,300</p>

** HST Exempt

DEPARTMENT: Public Works, Transportation Services

<p align="center">Column A Description of Service</p>	<p align="center">Column 1 Fee</p>	<p align="center">Column 2 13% HST</p>	<p align="center">Column 3 Total Fee <small>(rounded per Council bylaw)</small></p>
5. Maps, Reports and Letters			
▪ Standard map	\$7.96	\$1.04	\$9
▪ Construction - Supervision	\$32.74	\$4.26	\$37
▪ Engineering plans	\$7.96	\$1.04	\$9
▪ Digital engineering drawing			
Minor design detail	\$132.74	\$17.26	\$150
Major design detail	\$672.57	\$87.43	\$760
▪ Copies of Special Reports/Studies			
Staff reports	\$0.26 / page + 15% overhead + HST	13%	\$0.26 / page + 15% overhead + HST
Consultant's reports	Actual cost + 15% overhead + HST	13%	Actual cost + 15% overhead + HST
▪ Prepare traffic signal timing data (per location)	\$97.35	\$12.65	\$110
▪ Prepare letter/data search for traffic data request (per location)			
Turning lane counts	\$97.35	\$12.65	\$110
Accident reports	\$97.35	\$12.65	\$110
Automated counts	\$132.74	\$17.26	\$150
Signal timing letter	\$327.43	\$42.57	\$370
Synchro information	\$97.35	\$12.65	\$110
Noise studies dataset	\$66.37	\$8.63	\$75
Regional Road AADT listings	\$132.74	\$17.26	\$150
▪ Prepare report on dispatch activities	\$97.35	\$12.65	\$110
▪ Photocopies (per page)	\$0.27	\$0.03	\$0.30

DEPARTMENT: Public Works, Transportation Services

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
6. Zone marking (per litre applied)	\$0.19 /litre	\$0.02	\$0.21 /litre
7. ▪ Construction - Supervision ▪ Inspection and administration fee for damage caused to Regional property	Costs + \$230.20	**	Costs + \$230
8. Construction Safety Inspection	\$1,327.43	\$172.57	\$1,500
9. Tourism Signage Program			
▪ Sign Type			
Low speed trail blazer	\$238.94	\$31.06	\$270
High speed trail blazer	\$592.92	\$77.08	\$670
Major attraction sign	\$973.45	\$126.55	\$1,100
▪ Annual Maintenance			
Low speed trail blazer	\$35.40	\$4.60	\$40
High speed trail blazer	\$70.80	\$9.20	\$80
Major attraction sign	\$106.19	\$13.81	\$120
10. Temporary Sign Permits			
▪ Permit Type			
Six month for each sign	\$120.00 / sign	**	\$120 / sign
Six month extension	\$120.00 / sign	**	\$120 / sign
Election signs (per s. 8 of Bylaw No. 2015-36)	\$290.00 / municipality	**	\$290 / municipality
▪ Sign removal / recovery	\$60.00 / sign	**	\$60 / sign

** HST Exempt

DEPARTMENT: Public Works, Environmental Services

BRANCH: Solid Waste & Diversion

<p align="center">Column A Description of Service</p>	<p align="center">Column 1 Fee</p>	<p align="center">Column 2 13% HST</p>	<p align="center">Column 3 Total Fee <small>(rounded per Council bylaw)</small></p>
<p>3. Public Drop off (Residents) - Elgin Mills Community Environmental Centre</p> <ul style="list-style-type: none"> ▪ Residual Waste † § ▪ Wood † § ▪ Drywall † § ▪ Concrete † § ▪ Leaf and Yard Waste ▪ Clean Fill ▪ Household Hazardous Waste ‡ ▪ Large Metal Appliances - without CFC sticker § ▪ Large Metal Appliances - with CFC sticker † ▪ Tires - car, light truck, heavy truck (on/off rim)‡ † ▪ "Blue Box" Recyclables † ▪ Scrap Metal † ▪ Electronic Waste ‡ † ▪ Cooking Oil ‡ † ▪ Polystyrene Foam (Large, Clean) † ▪ Shredded Paper † 	<p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p>not accepted</p> <p>not accepted</p> <p>no charge</p> <p>\$20</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p> <p>no charge</p>	<p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p> <p align="center">**</p>	<p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p>\$125 / tonne \$10 min.</p> <p align="center">not accepted</p> <p align="center">not accepted</p> <p align="center">no charge</p> <p align="center">\$20</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p> <p align="center">no charge</p>

† Customers must bring dedicated loads of free materials to avoid paying fees. A minimum fee of \$10 (for loads up to 100kg) applies to loads containing chargeable waste materials. Mixed loads of free and pay materials will be charged \$125 per tonne on the full weight of the load.

‡ Subject to maximum allowable limits. See www.york.ca/wastedepots

** HST Exempt

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DEPARTMENT: Public Works, Environmental Services

BRANCH: Operations Maintenance & Monitoring

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
8. Brownfield Site Remediation			
▪ Request to use Non-Potable Site Condition Standards (Ontario Regulation 153/04)	\$675.61	**	\$680
▪ Resubmission Fee	\$300.54	**	\$300
9. Hauled Wastewater Program			
▪ Hauled Wastewater Annual Registration Fees §	New fee structure	**	New fee structure
▪ Hauled Wastewater Annual Registration Fees (includes one vehicle) §	\$305.00	**	\$305
▪ Hauled Wastewater Annual Registration Fees (each additional vehicle) §	\$30.00	**	\$30
▪ Hauled Sewage Disposal Fee for Aurora PS and Sutton WRRF * §			
per cubic metre (m ³) §	\$24.55	**	\$24.55
per 1,000 imperial gallons §	\$111.60	**	\$111.60
▪ Electronic / Magnetic Access Device Issuance / Replacement Fee (per card) §	\$60.00	**	\$60
10. Surcharge Program §			
▪ New Surcharge Agreement Fee §	\$415.00	**	\$415
▪ Annual Surcharge Agreement Maintenance Fee (Region Monitoring) §	\$2,090.00	**	\$2,090
▪ Annual Surcharge Agreement Maintenance Fee (self monitoring) §	\$690.00	**	\$690
▪ Laboratory Costs §	invoiced based on actual cost		invoiced based on actual cost
Surcharge rates (per kg)			
▪ Biochemical Oxygen Demand (BOD5) §	\$1.11	**	\$1.11
▪ Phenolic Compounds (4AAP) §	\$1.18	**	\$1.18
▪ Total Suspended Solids (TSS) §	\$1.03	**	\$1.03
▪ Total Kjeldahl Nitrogen (TKN) §	\$1.41	**	\$1.41
▪ Total Phosphorus (TP) §	\$3.79	**	\$3.79

* includes 15% administrative fee

** HST Exempt

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DEPARTMENT: Public Works, Environmental Services

BRANCH: Forestry

Column A Description of Service	Column 1 Fee	Column 2 13% HST	Column 3 Total Fee <small>(rounded per Council bylaw)</small>
1. Permits issued under Forest Conservation Bylaw: <ul style="list-style-type: none"> ▪ Good Forestry Practices Permit § ▪ Special Permit issued to injure or destruct trees under subsection 5.6 of Bylaw 2013-68 ‡ § ▪ Special Permit issued to injure or destruct trees under subsection 5.7 of Bylaw 2013-68 ‡ § 2. Permits issued for events and activities in forest: <ul style="list-style-type: none"> ▪ Not-for-Profit organizations: <ul style="list-style-type: none"> Forest Use Permit application fee Events/activities ▪ For-profit organizations: <ul style="list-style-type: none"> Forest Use Permit application fee § Non-intensive coordinated events/activities Intensive coordinated events/activities (e.g. film production) § 	\$25 \$500 \$250 no charge no additional charge \$460 no additional fee additional \$1,100 per day	** ** ** \$59.80 \$143.00	\$25 \$500 \$250 no charge no additional charge \$519.80 no additional fee additional \$1,243 per day

‡ Where the owner/applicant is a bona fide farmer, as demonstrated by providing a "Farm Business Registration Number" on the application, as defined in the *Farm Registration and Farm Organization Funding Act, 1993*, S.O. 1993, c.21, the permit fee shall be \$25.00.

** HST Exempt

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