



The Corporation of the City of St. Catharines
CITY COUNCIL AGENDA
Regular, Monday, June 13, 2022
Council Chambers and Electronic Participation, 6:00 PM

This Meeting of Council will be held in person at Council Chambers and electronically for the Members of Council. Due to capacity limits due to the COVID-19 pandemic the public can only participate electronically.

This Meeting may be viewed online at www.stcatharines.ca/youtube

Public Comments: The public may submit comments regarding agenda matters to the Office of the City Clerk by contacting clerks@stcatharines.ca by Monday, June 13, 2022 before Noon. Comments submitted will be considered as public information and entered into public record.

Electronic Delegations: Those wishing to speak to an item on the agenda must complete the [City's Electronic Delegation Form](#) by Monday, June 13, 2022 before 9:00 a.m. and attend a test session with City staff on Monday, June 13, 2022 at 10:00 a.m.

His Worship Mayor Walter Sendzik takes the Chair and opens the meeting with a Land Acknowledgement

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1. Mayor's Report

2. Adoption of the Agenda

3. Adoption of the Minutes

- 3.1 Regular Council, minutes of [May 30, 2022](#)
[Addenda]

4. Declarations of Interest

5. Motion to Move Consent Reports

Consent Reports are approved in one motion which approves all of the recommendations contained in each report. Prior to this motion, a councillor may request that one or more of the reports listed under Item 6 be moved to the list of Discussion Reports.

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6. Consent Reports

- 6 - 20 6.1 Community, Recreation and Culture Services, Business Planning and Strategic Services
Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities
- 21 - 24 6.2 Community, Recreation and Culture Services
Cooling and Warming Centres
[Addenda]
- 25 - 28 6.3 Engineering, Facilities and Environmental Services, Facilities and Energy
P18-181-1 St. Catharines Museum HVAC Replacement
- 29 - 30 6.4 Financial Management Services, Director
Budget Standing Committee Report – Meeting of May 25, 2022
(Save and Except Item 9.2 - 2023 Schedule of Rates and Fees Recommendations)
- 31 - 225 6.5 Financial Management Services, Director
2023 Schedule of Rates and Fees Recommendations
(Approval of Report will set a Public Meeting for June 27, 2022)
- 226 - 310 6.6 Financial Management Services, Accounting and Payroll
2022 Community Benefits Charge Strategy
(Approval of Report will set a Public Meeting for June 27, 2022)
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- 311 - 326 6.7 Legal and Clerks Services, Legal Services
Enbridge Gas Franchise Agreement
- 327 - 328 6.8 Legal and Clerks Services, Office of the City Clerk
2021 Annual Report – Integrity Commissioner
- 329 - 391 6.9 Legal and Clerks Services, Office of the City Clerk
Council Correspondence

7. Public Meetings

- 392 - 397 7.1 Planning and Building Services, Administration
The Creation of Administrative Penalties for Violations of the City's Waste By-law and Long Grasses and Weeds By-law

8. Presentations

9. Discussion Reports

- 398 - 404 9.1 Financial Management Services, Billing
Municipal Special Event Parking and Associated Rates and Fees
(Approval of this report will set a Public Meeting for June 27, 2022)

- Staff will present regarding the report at the meeting of June 13, 2022; however, delegations and questions from Council be heard on June 27, 2022 as part of the Public Meeting

10. Motions

10.1 Waterpipe Smoking By-law

Councillor Harris will present the following motion:

WHEREAS Niagara Regional Council, at its meeting of May 19, 2022, approved a proposed by-law to regulate waterpipe use in the Region of Niagara, as outlined in [Appendix 1](#) of Regional [Report PHD 2-2022](#), and voted in favour of adopting a by-law to regulate waterpipe smoking in the Region of Niagara that will come into force and effect on January 1, 2023, provided that:

- A majority of the councils of the local area municipalities pass resolutions consenting to the by-law; and
- The total number of electors in the local municipalities that have passed a resolution in support of the by-law form a majority of all electors in the Region of Niagara as established in the revised list of electors for the municipal election held in the year 2018; and

WHEREAS the Niagara Region has requested that the 12 local area municipalities place this matter before their Councils at their earliest opportunity to consider a resolution consenting to the by-law and advise of the action taken by their Council no later than August 1, 2022;

THEREFORE BE IT RESOLVED that the Council of the City of St. Catharines consents to the passage of the Waterpipe By-law of the Regional Municipality of Niagara, being a by-law to regulate waterpipe smoking in the Region; and

BE IT FURTHER RESOLVED that the City Clerk provide a copy of this motion to the Regional Clerk.

10.2 Reconsideration of the previously decided motion regarding P20-068 – Grantham Rail Trail Design Build – Trail Improvements Project Capital Budget Reallocation

Councillor Phillips will present the following motion:

That Council reconsider the following motion, which was considered by Council and approved on February 28, 2022 (Council Agenda Item 6.5):

"That Council grant approval to reallocate \$387,000 from the capital project P22-068 City Wide Trail Improvements to Project P20-068 Grantham Rail Trail."

- *Per City Council's procedure by-law, delegations are not permitted regarding motions to reconsider (By-law 2021-124, Section D3.1).*
- *Should the Reconsideration Motion be approved, the original motion, with the original mover, will then be put on the floor for discussion (By-law 2021-124, Section M 17.4).*
- *Should the Reconsideration Motion be approved, delegates will be able to speak to the original motion prior to Council discussing the item.*

10.3 "By the Glass" Manufacturer's Limited Liquor Sales Licence for Decew Falls Brewing Co.

Councillor Harris will present the following motion:

WHEREAS the Alcohol and Gaming Commission of Ontario (AGCO) requires a municipal resolution supporting the issuance of a license to a manufacturer to sell and serve their beer, wine and spirits for consumption at its manufacturing site; and

WHEREAS 2745941 ONTARIO INC DECEW FALLS BREWING INC. operating as DECEW FALLS BREWING CO. has applied to the AGCO for a "By the Glass" Manufacturer's Limited Liquor Sales Licence;

THEREFORE BE IT RESOLVED that the City of St. Catharines supports the issuance of a "By the Glass" Manufacturer's Limited Liquor Sales Licence to DECEW FALLS BREWING CO. located at 207 St Paul St W, St. Catharines, ON L2S 2E1.

[Addenda]

11. Call for Notices of Motion

12. Committee and Task Force Minutes

12.1 Minutes to Receive:

- Arts and Culture Advisory Committee, meeting of [May 4, 2022](#)
- Fallen Firefighters Memorial Task Force, meeting of [May 10, 2022](#) (draft)
- Heritage Advisory Committee, meeting of [May 5, 2022](#) (draft)
- LGBTQ2+ Advisory Committee, meeting of [April 6, 2022](#) and [May 4, 2022](#) (draft)

[Addenda]

13. Closed Session

Council will meet in Closed Session for the following purposes:

13.1 Financial Management Services

Property Matter – Lease, 17 Beech Street, Realty File No. 14.305

(Closed session report pursuant to By-law 2021-124, Section H3.1 (c), a Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board)

13.2 Office of the Mayor, Administration

2021 Performance Evaluation for the Chief Administrative Officer (CAO)

(Closed Session report pursuant to By-law 2021-124, Section H3.1 (b), Personal Matter about an Identifiable Individual, including Municipal or Local Board Employees; and (d) Labour Relations or Employee Negotiations)

14. Motion Arising from Closed Session

15. By-laws

15.1 Reading of the By-laws

[Addenda]

16. Adjournment



Corporate Report City Council

Report from: Community, Recreation and Culture Services, Business Planning and Strategic Services

Report Date: April 21, 2022

Meeting Date: June 13, 2022

Report Number: CRCS-076-2022

File: 56.15.1 & 56.15.6

Subject: Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillar: social and environmental.



Recommendation (to be considered June 13, 2022)

That the Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities Policy, attached as Appendix 1, be approved; and

That Report CRCS-076-2022, regarding the Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities Policy, be referred to City Council for consideration of the Staff Recommendation after the Public Meeting on June 27, 2022, for which notice will be duly given.

Staff Recommendation (to be considered June 27, 2022)

That Council amend By-law No. 2021-101, 2022 Rates and Fees By-law, to add an environmental fee and increase the Mobile Vending Cart Permit monthly fee as detailed in Appendix 2; and

That Council approve the inclusion of the environmental fee and increase the Mobile Vending Cart Permit monthly fee in the 2023 Rates and Fees, as detailed in Appendix 3; and

That the City Solicitor prepare the necessary by-laws.

Summary

This report responds to requests from both residents and operators to locate private food trucks and mobile vending carts at or within City-owned parks or facilities. The City of St. Catharines has developed appropriate terms for the location, operation and selection of food trucks and mobile vending carts. Food trucks and mobile vending carts, where appropriately located and operated, have the opportunity to enhance services provided in City-owned parks and facilities while positively benefiting local business.

The City currently has an existing policy for private food trucks and mobile vending carts located in other areas of the City, not within a City-owned park or facility, and this policy shall remain the same. With the existing food trucks and mobile vending carts on private property, the operator must obtain a Hawkers and Peddlers license and the mobile food truck is only able to stop to make a sale and then needs to continue along. The vehicle is not able to stop on any City Property but would have to remain on the road, pulled off to the side.

Relationship to Strategic Plan

The recommendation of this report supports the Social Well-Being strategic goal to build and support strong, inclusive neighbourhoods that provide high quality of life for residents of all ages.

The recommendation of this report supports the Environmental Stewardship strategic goal to adopt innovative approaches and continue responsible community planning and decision-making that balances growth, enhances quality of life, manages emergencies, and minimizes the environmental impacts of climate change.

Background

In 2004, the City launched a Mobile Vending Cart Permits Pilot Project. Based on the results of the pilot project, Council approved the inclusion of mobile vending cart permits in parks in the 2005 Rates and Fees. Staff are experiencing increased demand for private food trucks and mobile vending carts at or within City-owned parks or facilities from both residents and operators. This report outlines the opportunity to enhance services provided in City-owned parks and facilities while positively benefiting local business.

In 2019, staff hosted a Sunset Beach Community Vision. Food trucks were identified by residents as one of the high priority additions that would be beneficial to the area.

Report

The Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities Policy (FTMVC) responds to requests from both residents and operators to locate private food trucks and mobile vending carts at or within City-owned parks or facilities. The City of St. Catharines has developed appropriate terms for the location, operation and selection of food trucks and mobile vending carts. Food trucks and mobile vending carts, where appropriately located and operated, have the opportunity to enhance services provided in City-owned parks and facilities while positively benefiting local businesses.

Special Events Do Not Apply to Policy

This policy does not apply to food trucks and mobile vending carts that are operating as part of a special event in a City-owned park or facility. These events shall be administered by a Park Permit through the Community, Recreation and Culture Services department where the Licensee shall be deemed a “Promoter” as defined in the City of St. Catharines Business Licensing By-law 2005-318, as amended, for the event and dates set forth in the Parks Permit.

Food Truck and Mobile Vending Cart Criteria

Food truck and mobile vending cart locations are selected to complement existing park or facility amenities, user needs and to avoid conflicts or competition with existing food services in order to maintain the existing park atmosphere and maximize retention of the park use. For the purpose of the policy, mobile vending carts also include the rental of non-motorized recreational play amenities such as kayaks or paddleboards.

The Food Truck / Mobile Vending Cart locations have been selected based on the following criteria:

- a) City wide parks;
- b) City facilities;
- c) Not located a minimum of 500 meters from the main entrance of a City-owned park or facility (as per the City-owned park or facility address listed on the City of St. Catharines website) to an existing private food service unless express written permission is granted by the owner of the existing public or private food service;
- d) Not located a minimum of 500 meters from the main entrance of a City-owned park or facility (as per the City-owned park or facility address listed on the City of St. Catharines website) to an existing public food service including but not limited to concessions stands and restaurants. For the purpose of this policy, vending machines are not considered a public or private food service;
- e) Not adjacent to any residential uses; and
- f) Appropriate parking space is available.

Using the criteria above, the Community, Recreation and Culture Services (CRCS) department will provide a list of the approved locations to all interested operators upon request. The locations are subject to change at the discretion of the Director of Community, Recreation and Culture Services. Each application is subject to approval by the City based on the location and food truck / mobile vendor cart type.

The Food Truck / Mobile Vending Cart permitted use for Lakeside Park and Sunset Beach have the following criteria:

- a) Lakeside Park shall not permit a food truck or mobile vending cart if these services are already satisfied through an existing concession stand lease agreement; and
- b) Sunset Beach shall permit one food truck and one mobile vending cart.

Proposed Policy to Work Collaboratively with City's Beach Strategy

As the City's Beaches Strategy continues to improve and enhance the visitor experience at City-owned beaches, the FTMVC will work collaboratively to ensure both plans are interconnected.

At Sunset Beach, staff will allow for a mobile vending cart for the 2022 season. However, due to the on-going construction project, staff will not permit a food truck until the construction at the site has been completed.

Application Process to Prefer Accessible, Environmentally Friendly and Niagara Based Organizations

Food truck / mobile vending cart operators shall be reviewed and selected annually with program information provided on the City's website. The application period will open March 1 and close March 31 annually. For 2022 only, the application period will open June 28 and close July 18. In the case of multiple applications for one site, food truck / mobile vending cart operators will be selected using a scoring matrix. The scoring matrix will provide preference to accessible, environmentally friendly organizations, Niagara based organizations or an operator's availability to offer services to the community. Food truck / mobile vending cart operators shall be permitted to operate at the same location for three consecutive years with an opt-out clause for the City on an annual basis.

The operating season will commence June 1 and end on September 30 of each year. The successful, or returning, operator will be notified by May 1 of each year to provide sufficient time to obtain a Hawker and Peddler License.

Potential Impact to Current Staffing and Resource Capacities

As the FTMVC is a new initiative to the City, the scale and potential impact to current staffing and resource capacities will be reviewed following the initial year. If additional staffing or resources are required to maintain the FTMVC, staff will report to Council for consideration.

Financial Implications

There are no financial implications to Council's approval of this report.

The Food Truck / Mobile Vending Cart Operator will be responsible for the payment of any required fees in accordance with the applicable Schedule of Rates and Fees approved by the Council of the City of St. Catharines annually which includes:

- Hawkers and Peddlers Business License
- Food Truck / Mobile Vending Cart Permit
- Environmental Fee

The proposed 2022 Rates and Fees for the Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities Policy are provided below. The Hawkers and Peddlers business license fees are 2022 Council approved Rates and Fees. For 2022, Council has waived the Hawkers and Peddlers business license fees.

The fee for the Food Truck and Mobile Vending Cart Park Permit (as detailed in appendix 2) has been aligned to match the fee charged by the City's comparator municipalities. In 2023, the fee for Food Truck and Mobile Vending Cart Park Permits will increase by the total Inflation rate of 3.2%, as detailed in Appendix 3.

Staff are recommending the addition of an Environmental Fee in order to defray the City's cost of waste produced by the Food Truck / Mobile Vending Cart Operator (as detailed in Appendix 2).

		2022		
Fee Title	Unit of Measure	Base Fee	Tax	Fee
Hawkers and Peddlers Business License - Resident	Per Location	\$218.20	\$0.00	\$218.20
Hawkers and Peddlers Business License - Non-Resident	Per Location	\$671.10	\$0.00	\$671.10
Food Truck and Mobile Vending Cart Park Permit	Per Month	\$358.13	\$46.56	\$404.69
Environmental Fee	Per Location	\$500.00	\$0.00	\$500.00

Environmental Sustainability Implications

Operators will be selected based on a scoring matrix that will highlight environmentally friendly organizations and approaches.

Conclusion

Council's approval of the proposed policy will provide the City with appropriate terms for the location, operation and selection of food trucks and mobile vending carts. Food trucks and mobile vending carts, where appropriately located and operated, have the opportunity to enhance services provided in City-owned parks and facilities while positively benefiting local business.

Prepared & Submitted by

Eric Lamothe

Manager of Business Planning and Strategic Services

Stephanie Tripp

Manager of Realty and Insurance Services

Ruzica Ojvan

Realty / Insurance Assistant

Approved by

Phil Cristi

Director of Community, Recreation and Culture Services

Kristine Douglas

Director of Financial Management Services and City Treasurer

Appendices

- Appendix 1 - Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities
- Appendix 2 - Amendment to By-law No. 2021-101 to increase the Mobile Vending Cart Permit monthly fee
- Appendix 3 - Amendment to the 2023 Schedule of Rates and Fees Recommendations

Subject: Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities
Prepared by: Community, Recreation and Culture Services
Approved by: Financial Management Services
Issue Date: **Policy #:**
Review Date: **Revision Date:**

Policy

To respond to requests to locate private food trucks and mobile vending carts at or within City parks or facilities, the City of St. Catharines has developed appropriate terms for the location, operation and selection of food trucks and mobile vending carts. Food trucks and mobile vending carts, where appropriately located and operated, have the opportunity to enhance services provided in City-owned parks and facilities while positively benefiting local business.

Purpose

The purpose of this policy is to establish protocols for permitting food trucks and mobile vending carts within City-owned parks or facilities, to establish appropriate locations for food trucks and mobile vending carts and to outline the roles and responsibilities of City staff and the food truck and mobile vending cart operators. The existing process for private food trucks and mobile vending carts located in other areas of the City, not within a City-owned park or facility, shall remain the same. With the existing food trucks and mobile vending carts on private property, the operator must obtain a Hawkers and Peddlers license and the mobile food truck is only able to stop to make a sale and then needs to continue along. The vehicle is not able to stop on any City Property but would have to remain on the road, pulled off to the side.

The information contained within this policy outlines administrative and operational procedures regarding food trucks and mobile vending carts that are operated on City- owned parks or facilities.

The procedures and responsibilities described throughout this policy are to assist privately operated food trucks and mobile vending carts in providing food services where such initiatives enhance recreational opportunities and do not compete against existing public or private food services. The food trucks

and mobile vending carts shall be a minimum of 500 meters from the main entrance of a City-owned Park or facility (as per the City-owned Park or facility address listed on the City of St. Catharines website) to an existing public or private food service unless express written permission is granted by the owner of the existing public or private food service.

Special Events

This policy does not apply to food trucks and mobile vending carts that are operating as part of a special event in a City-owned park or facility. These events shall be administered by a Park Permit through the Community, Recreation and Culture Services department where the Licensee shall be deemed a “Promoter” as defined in the City of St. Catharines Business Licensing By-law 2005-318, as amended, for the event and dates set forth in the Parks Permit.

Responsibilities of the City:

- 1) To identify appropriate locations for food trucks and mobile vending carts including one reserved parking space at the food trucks and mobile vending carts expense (if required).
- 2) To provide the land and space for the identified food trucks and mobile vending carts.
- 3) Have the right to cancel or revoke the authority of any food truck or mobile vending cart operator at any location throughout the operating season, at the discretion of the Director of Community, Recreation and Culture Services.

Food Truck / Mobile Vending Cart Criteria:

Food truck and mobile vending cart locations are selected to complement existing park or facility amenities, user needs and to avoid conflicts or competition with existing food services in order to maintain the existing park atmosphere and maximize retention of the park use. For the purpose of the policy, mobile vending carts also include the rental of non-motorized recreational play amenities such as kayaks or paddleboards.

The Food Truck / Mobile Vending Cart locations have been selected based on the following criteria:

- a) City wide parks;
- b) City facilities;

- c) Not located a minimum of 500 meters from the main entrance of a City-owned park or facility (as per the City-owned park or facility address listed on the City of St. Catharines website) to an existing private food service unless express written permission is granted by the owner of the existing public or private food service;
- d) Not located a minimum of 500 meters from the main entrance of a City-owned park or facility (as per the City-owned park or facility address listed on the City of St. Catharines website) to an existing public food service including but not limited to concessions stands and restaurants. For the purpose of this policy, vending machines are not considered a public or private food service;
- e) Not adjacent to any residential uses; and
- f) Appropriate parking space is available.

Using the criteria above, the Community, Recreation and Culture Services (CRCS) department will provide a list of the approved locations to all interested operators upon request. The locations are subject to change at the discretion of the Director of Community, Recreation and Culture Services. Each application is subject to approval by the City based on the location and food truck/mobile vendor cart type.

The Food Truck / Mobile Vending Cart permitted use for Lakeside Park and Sunset Beach have the following criteria:

- a) Lakeside Park shall not permit a food truck or mobile vending cart if these services are already satisfied through an existing concession stand lease agreement; and
- b) Sunset Beach shall permit one food truck and one mobile vending cart.

Permitting & Insurance:

All food truck and mobile vending cart operations taking place on City-owned parks and facilities will require a City issued permit.

- a) The City may attach such terms and conditions to a permit as deemed necessary to ensure public safety, protect City property or maintain the enjoyment of City properties and amenities.
- b) The food truck / mobile vending cart operator shall obtain, pay and

maintain general liability insurance for property damage and public liability arising out of the operation of the business of a hawker and peddler at the location in the amount of \$5,000,000 and in such form as shall be satisfactory to The Corporation of the City of St.

Catharines, naming The Corporation of the City of St. Catharines as an additional insured to protect the City from all claims for property damage and personal injury, including death. An increased liability limit and additional types of insurance coverage may be required at the discretion of the City.

- c) The food truck / mobile vending cart operator shall release, discharge and covenant and agree at all times to indemnify and save harmless The Corporation of the City of St. Catharines and its agents, officers and employees from and against any and all liabilities, damages, costs, claims, suits or actions arising out of the use or the operation of any hawker and peddler license and food truck / mobile vending cart permit.

Responsibilities of the Food Truck / Mobile Vending Cart Operator:

The food trucks / mobile vending carts shall be made available for park or facility users. As such, all food trucks / mobile vending carts located on City property shall:

- a) Obtain and maintain the following approvals, including payment of any required fees in accordance with the applicable Schedule of Rates and Fees approved by the Council of the City of St. Catharines:
 - a. Hawkers and Peddlers Business License
 - b. Food Truck / Mobile Vending Cart Permit
 - c. Environmental Fee
- b) All Food trucks and mobile vending carts shall follow the requirements listed below from Technical Safety Standards Association (TSSA). Under [Director's Order FS-056-06](#), all Mobile Food Service Equipment (MFSE) built, sold or whose ownership was transferred after February 13, 2006 must:
 - a. Have a Field Approval issued by Technical Standards and Safety Authority (TSSA)
 - b. Bear prescribed safety labels
 - c. Be inspected annually by a licensed gas technician
 - d. The owner shall maintain the commercial cooking ventilation hood, exhaust and extinguishing system

components as per the NFPA 96 Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations

- e. When an exhaust system protected by an automatic fire-extinguishing system is installed over an appliance not provided with a flame safeguard, the operation of the fire-extinguishing system shall be interlocked with the appliance's gas supply to automatically shut off the gas, including the pilot, and any other appliance that can be affected by the extinguishing system.
 - f. If the MFSE has a power supply rated above 30 volts, a Field Evaluation inspection is required by the Electrical Safety Authority or by one of the designated bodies authorized to conduct such evaluations.
- c) Only be located in the pre-assigned parking location or approved location between 10am and dusk. Food trucks / mobile vending carts and all items associated with the operation shall be removed from City property daily at dusk.
 - d) Must adhere to the City of St. Catharines Rzone Policy which outlines a zero- tolerance approach to inappropriate behaviours such as violence, harassment and racism at City recreational facilities and properties.
 - e) Be responsible for obtaining all required utility and operational requirements and related expenses. Utility services will not be provided by the City of St. Catharines.
 - f) Adhere to the City of St. Catharines' Open Air Fires By-law and if a propane barbecue will be used the food truck / mobile vending cart operator will be required to provide CRCS with a valid Ontario Propane Handling Certificate and insurance.
 - g) Compliance with the Public Health Department's "Guidelines for Outdoor Food Service Ontario Regulation 586-99" and approval from the Public Health Department is required. Documentation of the approval must be provided to CRCS.
 - h) The sale or consumption of alcohol is prohibited.

- i) The operator must ensure that when they vacate the permit location site for the day, it is in the same condition as when the operator arrived. Maintain clean work and storage areas, present a neat appearance and provide both garbage and recycling receptacles for the use of their customers and remove all generated waste and recycling at dusk.
- j) Games of chance, lotteries, raffles, and gambling are not permitted without the necessary license and City Clerk approval.
- k) Any tents, umbrellas or shade structures must be no larger than 10 feet by 10 feet in size and properly secured. The food truck / mobile vending cart operator shall obtain locates and any required permits must be obtained prior to any installation or use at their cost.
- l) No amplified music or voice communication is permitted.
- m) Operate for a minimum of 3 days per week during the months of July and August.
- n) Not install, display, inscribe, paint or affix any sign, lettering or advertising medium in, on or upon the City-owned parks or facilities or in operating its Business without first securing the prior written approval of The Corporation of the City of St. Catharines by contacting the department CRCS.
- o) Operate in accordance with existing City contracts including the Coca-Cola contract. In the event the food truck / mobile vending cart operator decides to sell branded beverages in its Business, it shall comply with the City's contractual obligation to sell only Coca-Cola products.
- p) Abstain from the sale of bottled water or glass containers/packaging.
- q) This permit is not transferable without the express written permission of the authorized representative of CRCS.
- r) Anything brought or stored within, or upon a facility, shall be at the sole risk of the food truck / mobile vending cart operator. The food truck /

mobile vending cart operator understands and agrees that The Corporation of the City of St. Catharines, is not responsible for any lost or stolen articles.

- s) Provide an emergency contact person to the City that can be reached by telephone between 10am and dusk during each day of the operating season.
- t) Dates and times of use specified in this permit is an advance reservation for use of City-owned parks or facilities which is not guaranteed by The Corporation of the City of St. Catharines. The Corporation of the City of St. Catharines retains the right to reschedule or cancel any dates and times permitted at any time.

Application Process:

Food truck / mobile vending cart operators shall be reviewed and selected annually with program information provided on the City's website. The application period will open March 1st and close March 31st annually. In the case of multiple applications for one site, food truck / mobile vending cart operators will be selected using a scoring matrix.

The scoring matrix will provide preference to accessible, environmentally friendly organizations, Niagara based organizations or an operator's availability to offer services to the community. Food truck / mobile vending cart operators shall be permitted to operate at the same location for three consecutive years with an opt-out clause for the City on an annual basis.

The operating season will commence June 1st and end on September 30th of each year. The successful or returning operator will be notified by May 1st of each year to provide sufficient time to obtain a Hawker and Peddler License.

Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities

Table 1 below provides the proposed amendment to By-law No. 2021-101, 2022 Rates and Fees By-law, to increase the Mobile Vending Cart Permit monthly fee.

Table 1: Amendment to By-law No. 2021-101, 2022 Rates and Fees By-law, to increase the Mobile Vending Cart Permit monthly fee

		2022		
Fee Title	Unit of Measure	Base Fee	Tax	Fee
Food Truck and Mobile Vending Cart Park Permit	Per Month	\$358.14	\$46.56	\$404.70
Environmental Fee	Per Location	\$500.00	\$0.00	\$500.00

Food Trucks and Mobile Vending Carts on City-owned Parks or Facilities

Table 1 below provides the proposed amendment to the 2023 Schedule of Rates and Fees recommendations, to increase the Mobile Vending Cart Permit monthly fee by the 2023 estimated Total Inflation rate of 3.2% and include the Environmental Fee.

Table 1: Amendment to the 2023 Schedule of Rates and Fees recommendations, to increase the Mobile Vending Cart Permit monthly fee and include the Environmental Fee.

		2023		
Fee Title	Unit of Measure	Base Fee	Tax	Fee
Food Truck and Mobile Vending Cart Park Permit	Per Month	\$369.60	\$48.05	\$417.65
Environmental Fee	Per Location	\$500.00	\$0.00	\$500.00



Corporate Report City Council

Report from: Community, Recreation and Culture Services

Report Date: May 6, 2022

Meeting Date: June 13, 2022

Report Number: CRCS-100-2022

File: 16.6.1

Subject: Cooling and Warming Centres

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: social and environmental.



Recommendation

That Report CRCS-100-2022, regarding Cooling and Warming Centres, be received for information.

Summary

Since 2019, the City of St. Catharines has been operating and offering cooling and warming centres to the public as part of its Compassionate City initiative. This report provides information on the City's Heat Relief Strategy for 2022, including cooling centres. This report also addresses the need for additional stakeholder consultation to inform Council about the 2022/2023 season warming centres in a subsequent report.

Relationship to Strategic Plan

This report aligns with the Social Well-Being Strategic Goal to build and support strong, inclusive neighbourhoods that provide quality of life for residents of all ages.

This report aligns with the Environmental Stewardship Strategic Goal to adopt innovative approaches and continue responsible community planning and decision-making that balances growth, enhances quality of life, manages emergencies, and minimizes the environmental impacts of climate change.

Background

In 2015, the Compassionate City initiative was launched and approved by Council, which was intended to inspire St. Catharines residents to take action to build a city where everyone belongs. A Compassionate STC Charter was developed with a goal to work to provide food, shelter and dignity to citizens living in poverty, are homeless and need quality physical and mental health care. Since January 2019, the City of St. Catharines has offered and promoted cooling and warming centres as an actionable extension of the Compassionate City initiative and to address the potential health impacts from exposure to the extreme temperatures.

The Community, Recreation and Culture Services (CRCS) department in collaboration with the Engineering, Facilities and Energy Services (EFES) department have provided facility space and staffing to accommodate the cooling and warming centres.

This report responds to the request for a staff report regarding a policy for warming and cooling centres from the Council meeting of [January 17, 2022](#).

Report

The City is committed to serving the needs of the community when extreme temperatures and weather conditions are forecasted. When Environment Canada issues heat and extreme cold alerts, the City will respond by promoting and offering safe and welcoming spaces where members of the community, service providers and staff can work together to provide comfort and relief and mitigate the risk of exposure that that can result in illness and or hospitalization. The cooling and warming strategies will be enacted by the Community Emergency Management Coordinator (CEMC).

2022 Heat Relief Strategy

City staff are committed to serving the needs of the community when Environment Canada issues a heat alert. These alerts are issued when the humidex values are anticipated to be consistently in the upper 30 to 40 degrees Celsius level, while above seasonal warm temperatures remain overnight.

City resources will be deployed when Environment Canada issues an extreme heat alert. The City's Corporate Communications team will issue "Beat the Heat" messaging on all City social media channels, informing those in need of relief from the extreme heat where and how they can access cooling areas within the city. This messaging encourages individuals to be prepared and suggests options for enhancing individual resiliency against the heat and humidity including encouraging residents to check in with others who may be living in isolation and struggling with the heat.

When a heat alert is issued, the City will:

- Extend hours at all City splash pads;
- Extend hours at all City outdoor pools (lifeguard staffing dependent);

- Activate multiple cooling centres across the city, which provide air-conditioned rest areas and most have water bottle filling stations, during regular business hours at the following facilities:
 1. St. Catharines Kiwanis Aquatics Centre
 2. Seymour-Hannah Sports & Entertainment Centre
 3. Russell Avenue Community Centre
 4. Port Weller Community Centre
 5. St. Catharines Public Library – Central Library (downtown)

Warming Centres

City resources will be deployed when Environment Canada issues an extreme cold alert. Typically, Environment Canada issues an extreme cold alert when the temperature is forecasted to be -30 degrees Celsius (with the wind chill) for at least two consecutive hours. Traditionally, the City activates the warming centre strategy and welcomes those in need of relief from the extreme cold conditions.

When public spaces, such as malls and City recreation facilities, were closed during the COVID-19 pandemic, staff proceeded to open and operate the warming spaces when the temperatures dipped to -10 degrees Celsius to ensure that those in need were able to access places that provided warmth and shelter, mitigating the risk of exposure to the extreme cold that can result in illness and or hospitalization.

City staff is actively collaborating with the Region of Niagara and other stakeholders, including but not limited to, Start Me Up Niagara, Positive Living Niagara and Silver Spire Church, to develop a coordinated response and service delivery strategy. A more fulsome Council report on this alignment of resources is anticipated in the third or fourth quarter of 2022.

Financial Implications

There are no financial implications associated with this report.

Environmental Sustainability Implications

There are no environmental implications associated with this report.

Conclusion

As stated in the Compassionate STC Charter, the health and well-being of our city is measured by the health and well-being of everyone. The City's Heat Relief Strategy for the 2022 summer season is in place and ready to be activated if/when needed.

However, additional collaboration with community and social service stakeholders is still required in order to finalize a strategic approach to the provision of warming centres for the 2022/2023 winter season. A subsequent and more detailed Council report regarding warming centres will follow in the third or fourth quarter of 2022.

Prepared and Submitted by

Lori Mambella

Manager, Programs and Culture Services

Paul Carfagnini

Manager, Facilities and Energy

Approved by

Phil Cristi

Director, Community, Recreation and Culture Services

Anthony Martuccio

Director, Engineering, Facilities and Environmental Services



Corporate Report City Council

Report from: Engineering, Facilities and Environmental Services, Facilities and Energy

Report Date: May 20, 2022

Meeting Date: June 13, 2022

Report Number: EFES-089-2022

File: 68.32.151

Subject: P18-181-1 St. Catharines Museum HVAC Replacement

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Cultural Renaissance



Recommendation

That the tender for P18-181-1 St. Catharines Museum HVAC Replacement be awarded to E.S. Fox Ltd. in the amount of \$2,276,820.00 plus HST; and

That Council grant approval to reallocate \$282,000 of funding from P19-181 Museum Steel Roof Replacement; and

That Council grant approval to reallocate \$300,000 of funding from P22-137 Buchanan House Renovations; and

Further, that the Acting City Solicitor be directed to prepare the necessary by-laws.

Relationship to Strategic Plan

P18-181-1 Museum HVAC Improvements support the following:

4.1 Update the Culture Plan (2020) – Inspire St. Catharines (2015) to reflect the next phase of cultural investment and momentum through measured, sustained strategies, including a focus on:

- support of the creative cluster and promotion of cultural talent, festivals, events and venues
- stable sustainable cultural support and funding
- addressing Heritage Preservation

Background

The mechanical HVAC system at the St. Catharines Museum is at the end of serviceable life and requires replacement. Due to the sensitive nature of the artifacts housed at the facility, there are strict requirements for temperature and relative humidity within the gallery and storage areas. Most of the system components are original, and date back to 1991.

Several miscellaneous repairs, upgrades, investigations and studies have been completed, dating back to 2006.

A feasibility study and schematic design was carried out in 2019 to determine the recommendation to replace the major system components with natural gas-fired equipment or electric. The results of the study were to proceed with electric system components.

An RFP was released in late 2019, and detailed engineering was initiated in early 2020. Initial capital cost estimates were provided by the design consultant. The results were to request additional capital funds in 2021.

Detailed engineering continued into 2021, and final capital cost estimates provided by the consultant resulted in a significant increase from the previous estimates provided in 2020. Rather than requesting additional funding, the tender package was re-worked to provide breakout prices on specific elements that could be removed from the scope in order to work within the previously approved budget.

Competing priorities, and pandemic-related delays pushed the tender release into March 2022.

Report

Tenders for the above noted project closed on Wednesday, March 23, 2022.

Three tenders were received, one has since been disqualified due to an incomplete submission. The two qualified submissions are detailed below.

Tender Submitted By:	Tender Price Submitted (not incl. HST)	Breakout 1 RTU AC1 & 1A	Breakout 2 Metal Roof	Breakout 3 AHU 6 & CU 5	Breakout 4 Building Automation
ANVI Services Ltd.	\$3,795,000.00	\$517,000.00	\$55,000.00	\$317,000.00	\$33,000.00
E.S. Fox Ltd.	\$3,819,124.00	\$530,628.00	\$591,480.00	\$379,452.00	\$40,744.00

The following Tender results, with all Breakout prices removed are as follows:

Tender Submitted By:	Tender Price With Breakouts removed (not incl. HST)	Tender Price With Breakouts removed (incl. 1.76% HST)	Tender Price With Breakouts removed (incl. 13% HST)
ANVI Services Ltd.	\$2,873,000.00	\$2,923,564.80	\$3,246,490.00
E.S. Fox Ltd.	\$2,276,820.00	\$2,316,892.03	\$2,572,806.60

The budgeted amounts for this project are summarized below.

Budget / Program Description	Account Number	Approved Total Project Amount	Budgeted Construction Amount
2006 – HVAC / Air	465.312.000	\$200,000	\$175,000
2009 – HVAC and Spatial Renovations	465.312.000	\$150,000	\$125,000
2018 – Additional HVAC funds	465.312.000	\$900,000	\$775,000
2021 – Additional HVAC funds	465.312.000	\$700,000	\$700,000
2019 – Steel Roof Replacement	465.317.000	\$300,000	\$280,000
Sub-total		\$2,250,000	\$2,050,000
Approximate Shortfall			\$300,000

The identified shortfall of \$300,000.00 is recommended to be covered by the Buchanan House Renovation Project P22-137, Account 452.353.000. The project at Buchanan House is in the very early stages of design and is targeted for spring 2023 construction. As such, this amount will be re-budgeted under the 2023 capital.

The Steel Roof Replacement, removed as a breakout price, will be re-budgeted under a future capital forecast. The breakout price for the equipment serving the main floor, centre gallery area will be re-budgeted in 2023.

The equipment serving the second floor and the main floor, centre gallery areas were determined to be the most feasible zones to identify as breakout prices in order to work within the previously approved budget.

The specific areas that will have HVAC equipment replaced or improved upon as part of this contract includes: the entire basement area where the majority of the sensitive artifacts are stored, the main floor lacrosse hall of fame area, gift shop, lobby, lobby gallery, visitors centre, and the Burgoyne room. Approximately 80% of the major mechanical equipment will be replaced as part of this project.

Financial Implications

The estimated project costs and the identified project funding is outlined below.

Identified Project Budget	\$2,350,000
Available project budget	2,050,000
Transfer from Buchanan House project – P22-137 (452.353.000)	300,000
Gross Project Budget	\$2,350,000

The City Treasurer confirms there are sufficient amounts in these projects to afford the additional costs incurred for the Museum HVAC work.

Environmental Sustainability Implications

The environmental implications are a reduced power demand on the system by replacing the units with newer, more efficient units.

Conclusion

The HVAC replacement at the Museum has been in the plans for quite some time. This project, while not addressing the entire system, will permit the majority of the original units serving sensitive areas to be replaced and improved for performance. The ongoing maintenance will be dramatically reduced and temperature and humidity controls will be greatly improved. This project presents an opportunity to replace mechanical components which are well beyond serviceable life, in a facility that promotes tourism and preserves the Heritage of Historical artifacts.

Prepared by

Michael Otter, P. Eng.
Design & Construction Engineer

Submitted by

Paul Carfagnini,
Manager of Facilities and Energy

Approved by

Anthony Martuccio, P. Eng.
Director of Engineering, Facilities and Environmental Services



Corporate Report City Council

Report from: Financial Management Services

Report Date: June 1, 2022

Meeting Date: June 13, 2022

Report Number: FMS-096-2022

File: 10.57.33

Subject: Budget Standing Committee Report – Meeting of May 25, 2022

Strategic Pillar: This report does not relate to the Strategic Plan.

Recommendation

That the [minutes of the May 25, 2022 Budget Standing Committee](#) meeting be received; and

That the following recommendations be approved:

8.1 Financial Management Services Development Charges Interest Rate Policy [Report FMS-B011-2022](#)

That the Development Charges Interest Policy included as Appendix 1, as a component required by the City's By-Law 2021-140, be approved; and

That the Treasurer and the Director of Planning and Building Services be delegated the authority to execute agreements related to the required deferred payment plans and rate freezes as required by the Development Charges Act; and

That the Treasurer be delegated the authority to make administrative changes to this Policy that may be required from time to time due to legislative changes or if, in the opinion of the Treasurer, the amendments do not change the intent of the policy; and

That the City Solicitor be directed to prepare the necessary by-laws.

9.1 Financial Management Services 2023 Operating Budget Guidance [Report FMS-B005-2022](#)

That the report and staff's recommended budget guidance for 2023 be received for information.

9.4 Operating Budget for Expanded Traffic Calming Program and 40 km/h Speed Limits on Local Residential Streets

That \$50,000 for the Traffic Calming Program be included in the Draft 2023 Operating Budget for deliberation; and

That the following be referred to staff to come back with a report on options to phase in the 40 km/h Speed Limits on Residential Streets:

That \$260,000 for the 40 km/h Speed Limits on Residential Streets project be included in the Draft 2023 Capital Budget for deliberation.

Report

The items noted in this report were discussed and approved by the Budget Standing Committee at its meeting of May 25, 2022, and are now being brought forward to City Council for approval.

In addition to the above items, the Budget Standing Committee also referred the 2023 Schedule of Rates and Fees to Council. This will be on the Council Agenda for the meeting of June 13, 2022, to set a public meeting for June 27, 2022, for Council to consider the 2023 Schedule of Rates and Fees.

In addition to the above items, the Budget Standing Committee also received [Report FMS-B008-2022](#), regarding Parking Reserve History and Usage. Through that report, staff recommended “That up to \$100,000 from the Parking Reserve be approved to engage an external consultant to complete a review of parking service operations at the City in 2022.” The staff recommendation was not approved and no further action was requested by the committee; as such, this item is not included in the recommendation section of this report.

Prepared by

Sarah McWilliams
Council and Committee Coordinator

Submitted and Approved by

Kristine Douglas
Director of Financial Management Services / City Treasurer

Kristen Sullivan
Deputy Clerk



Corporate Report City Council

Report from: Financial Management Services, Director

Report Date: June 2, 2022

Meeting Date: June 13, 2022

Report Number: FMS-099-2022

File: 10.57.28

Subject: 2023 Schedule of Rates and Fees Recommendations

Strategic Pillar: This report does not relate to the Strategic Plan

Recommendation (to be considered June 13, 2022)

That Report FMS-099-2022, regarding the 2023 Schedule of Rates and Fees, be referred to City Council for consideration of the Committee Recommendation after the public meeting on June 27, 2022, for which notice will be duly given.

Committee Recommendation (to be considered June 27, 2022)

That City Council approve the 2023 Schedule of Rates and Fees as recommended by the Budget Standing Committee; and

That fees created outside the annual rate and fee process be added to the next year's Schedule of Rates and Fees without a minimum inflation increase; and

That the starting inflation rate for all City fees be changed from the historical Common Core rate of inflation to the future estimated Total Inflation rate calculated by the City's bank (Scotiabank); and

That the City Clerk be directed to maintain the list of Rates and Fees for public inspection in the Legal and Clerks Services department; and

Further, that the City Solicitor be directed to prepare the necessary by-laws.

Report

At its meeting of May 25, 2022, the Budget Standing Committee received [Report FMS-B009-2022](#) (Appendix A), and approved the following motion:

That fees created outside the annual rate and fee process be added to the next year's Schedule of Rates and Fees without a minimum inflation increase; and

That the starting inflation rate for all City fees be changed from the historical Common Core rate of inflation to the future estimated Total Inflation rate calculated by the City's bank (Scotiabank); and

That the Budget Standing Committee approve the 2023 Schedule of Rates and Fees; and forward the same to Council on June 13, 2022 for consideration after the public meeting on June 27, 2022, for which notice will be duly given.

Prepared by

Sarah McWilliams
Council and Committee Coordinator

Submitted and Approved by

Kristine Douglas
Director of Financial Management Services / City Treasurer

Kristen Sullivan
Deputy Clerk

Appendix

- Appendix A – Report FMS-B009-2022, 2023 Schedule of Rates and Fees Recommendations



Corporate Report Budget Standing Committee

A

Report from: Financial Management Services, Administration

Report Date: April 28, 2022

Meeting Date: May 25, 2022

Report Number: FMS-B009-2022

File: 10.57.28

Subject: 2023 Schedule of Rates & Fees Recommendations

Recommendation

That fees created outside the annual rate and fee process be added to the next year Schedules of Rates and Fees without a minimum inflation increase; and

That the starting inflation rate for all City fees be changed from the historical Common Core rate of inflation to the future estimated Total Inflation rate calculated by the City's bank (Scotiabank); and

That the Budget Standing Committee approve the 2023 Schedule of Rates and Fees; and forward the same to Council on June 13, 2022 for consideration after the public meeting on June 27, 2022, for which notice will be duly given.

Summary

This report proposes two changes to the annual rate and fee process and provides a summary of changes to the 2023 Schedule of Rates and Fees.

The first recommended change is to have new fees which are created in the current year but outside the annual rate and fee process to be added to next year's Schedule of Rates and Fees at the original value without a minimum increase in inflation. The purpose of this recommendation is to allow staff the opportunity to ensure the fee is at an appropriate rate and to avoid possible administrative issues. The second recommended change is to set the starting inflation rate for all fees from the previous year's Common Core rate of inflation to the estimated Total Inflation rate calculated by the City's bank for the corresponding year.

As part of the summary of changes to the 2023 Schedule of Rates and Fees, all new and deleted fees are identified along with fees which have percentage changes differing significantly from the 2023 estimated Total Inflation rate.

For 2023, most fees have been adjusted by the 2023 estimated Total Inflation rate of 3.2%. In total there are 1,108 user fees being proposed. These fees consist of 11 new

fees, 23 fees to be removed and 30 fees differing by more than a half a percent from the 2023 estimated Total Inflation rate.

The revenue estimates included in this report assume the City will be open for business providing all programs and services without any fee waivers and operating at the pre-COVID-19 capacity.

Based on the assumptions and if approved, Staff estimates total user fee revenue should increase approximately \$385,700 in 2023.

Background

User Fees are charged by the City of St. Catharines for purchases of publicly provided goods and services. The rationale for charging fees is that those who distinctly benefit from a good or service should be the ones to pay for it. The legislation primarily governing user fees is Section 391 of the Municipal Act. The Municipal Act requires municipalities to keep a master list of their user fees (Schedule of Rates and Fees) and outlines policy and procedure considerations for establishing, reviewing and implementing user fees.

In October 2005, City Council delegated the review of the Schedule of Rates and Fees to the Ad Hoc Budget Committee. This development was further added to on May 9, 2011 when Council approved that Rates and Fees be presented for consideration and approval of Council prior to January 1st of each year.

In January 2015, the Budget Standing Committee approved Mayor Walter Sendzik's motion to expand the information provided to include:

- An executive summary of Rates and Fees changes
- Revenue implications
- Comparisons with similar municipalities

In September 2016, the Budget Standing Committee approved that future increases would be set at a minimum of the Common Core rate of inflation.

Report

The rate and fee process begins in early March each year with a draft list of fees being presented to Staff for review. Updates to the draft list of fees are presented to the Standing Budget Committee in May and usually by the end of July the list of fees has been reviewed by City Council which once approved becomes the official Schedule of Rates and Fees for next year.

Sometimes during this process new fees are created in the current year but are not part of next year's Schedule of Rates and Fees due to timing. This creates the issue of how the fee should be represented in the future year's Schedule of Rates and Fees given Council has already reviewed the fees. For simplicity, Staff are recommending fees created outside the rate and fee process will be added to the future year Schedule of Rates and Fees at the original value without a minimum increase for inflation. By

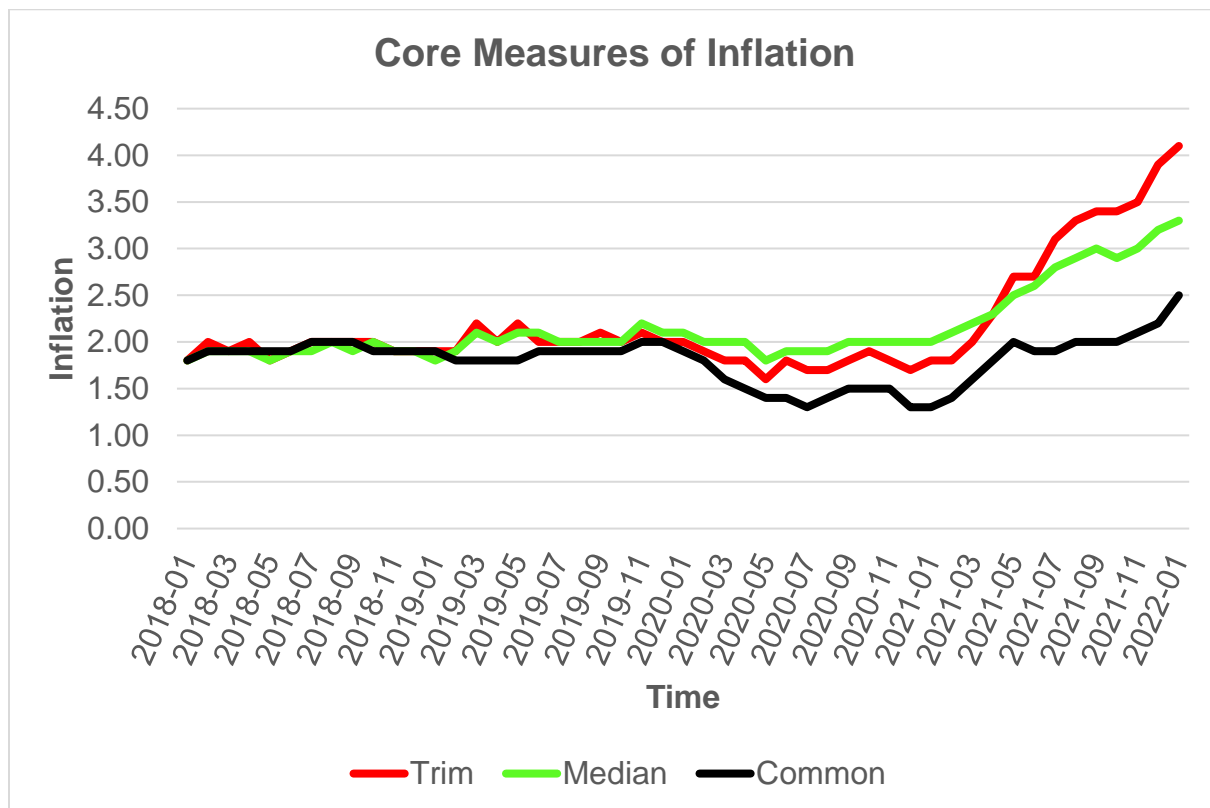
delaying any automatic application of inflation will allow staff the opportunity to ensure the fee is at an appropriate rate and avoid possible administrative issues.

Estimated Total Inflation

Since 2016 rates and fees have been provided to staff with a preset level of inflation equal to the previous year's Common Core rate of inflation. The Common Core rate of inflation is one of three metrics used by the Bank of Canada to guide monetary policy. The other core inflation metrics are known as Trim Core inflation and Median Core inflation.

In theory all three metrics should be relatively the same but during an evaluation the Bank of Canada acknowledged that all measures of inflation have limitations and consequently would continue to monitor a set of measures instead of a single measure which may have bias.

If we plot the three measures of core inflation over time, we see the range of inflation values is increasing and the Common Core rate of inflation is consistently skewed to a lower range of values.



Source: Bank of Canada

To address the limitation of the Common Core rate of inflation, Staff is recommending using the future estimated Total Inflation rate. The future estimated Total inflation rate is currently calculated by Scotiabank and represents the total basket of goods an average

family would purchase in Canada. Staff believes this measure is an improvement because the measure includes the cost of energy which is a cost the City is exposed to which is often either excluded or mitigated in the core measures of inflation. In addition, the estimated future Total inflation will match the time period when the rates and fees apply.

Summary of Changes

This report presents proposed changes to the Schedule of Rates and Fees for 2023. Staff review rates and fees annually and adjust fees based on the City's cost to deliver services, local market conditions, comparator municipal information and user demand.

Details to the changes in rates and fees are outlined in seven appendices in Table 1.

Table 1: Appendix Summary

Appendix	Topic
Appendix 1	A list of new fees proposed for 2023 and the impact on revenue by department or division.
Appendix 2	A list of existing fee changes greater than \$0.05 and outside the parameters of total inflation by more than a half percent.
Appendix 3	A list of fees to be removed in 2023.
Appendix 4	A list of existing fee changes and the impact on revenue.
Appendix 5	A list of new fees and fee changes greater than \$0.05, with a percentage change of 10% or more than inflation, compared to other municipalities.
Appendix 6	The Schedule of Rates and Fees except for the Cemetery and new fees (added once approved).
Appendix 7	The Schedule of Rates and Fees for the Cemetery.

For 2023, the City of St. Catharines is proposing 1,108 user fees. These fees consist of 11 new fees mainly to provide swim instructor courses no longer provided by the Red Cross Association and to remind payers of outstanding tax and water bills.

New fees may be created from reviewing fees charged by comparator municipalities. When a comparator Municipality is charging a fee for a similar good or service and the City is not charging a fee, a new fee is created. New fees may also be created to recover the cost of new equipment, technology or provided enhanced service to the public.

Appendix 2 provides a list of fee changes that are greater than \$0.05 and outside the range of estimated Total inflation by more than a half percent. Fees may also appear in appendix 2 if the rationale for the fee change is something other than a previous rounding policy.

The initial inflation rate used for the 2023 Schedule of Rates and Fees was 3.2%. The rate was calculated by the City's bank Scotiabank.

The majority (86.5%) of rates and fees, have changed within a range of between 2.5% and 3.5%. The percentage of rates and fees that have increased greater than 3.5% to 5% is 4.3% and 2.1% of fees are proposed to increase by greater than 5%.

Fees may increase by more than inflation if the fee has not been increased for a number of years, or the cost of providing the good or service is not being recovered. In addition, a fee may exceed estimated Total inflation if the average of comparator municipalities is significantly higher than the fee currently charged by the City. Details of how the City's existing fee changes measure to comparator municipalities can be found in Appendix 5.

For 2023, there are 23 fees being removed from the 2022 Schedule of Rates and Fees mostly due to the Red Cross Association no longer providing certain swimming courses, the Life Saving Society restructuring swimming courses, voter lists being free of charge in electronic format and existing stage and show mobile services being discontinued.

A complete list of the fees being recommended by staff for 2023 are included in appendices 1, 6 and 7.

Table 2: Fee Tally for 2023

Category	Number
Total Number of Fees in 2022	1,120
Total Number of Fees to be Removed for 2022	(23)
Total Number of Active Fees (excluding New Fees for 2023)	1,097
Total Number of New Fees for 2023	11
Total Number of Proposed Fees for 2023	1,108

By adopting all of the fee changes above, Staff estimates user fee revenue should increase by approximately \$385,700 (rounded down to nearest hundred). This estimate was obtained by multiplying the change in the fee (proposed 2023 fee before tax – 2022 fee before tax) by the forecasted quantities sold.

Table 3: Estimated Revenue for 2023

Category	Amount
Estimated Revenue Increase from Existing Fees	\$188,200
Estimated Revenue Increase from New Fees	\$197,500
Total Estimated Revenue Increase	\$385,700

Details regarding the forecasted revenue from new fees are included in Appendix 1 and revenue forecasted for existing fees in Appendix 4.

Community, Recreation and Culture Services (CRCS)

For 2023, Community, Recreation and Culture Services (CRCS) is proposing the creation of six new fees. Four of the fees are designed to replace swim instructor classes no longer provided by the Red Cross Association and Life Saving Society. The

remaining two fees are for special event staffing and a new membership category designed for children at the museum. While the swim instructor fees are new, no additional revenue is expected as the prices are lower than the Red Cross Association fees.

CRCS is recommending all but three existing fees increase by approximately 3.2%. Fees differing from the rate of inflation include two fees which are growing faster than the rate of inflation and one fee which is being decreased. The first fee growing faster than the rate of inflation is the Per Instructor Swim Fee which has been increased by 20.2% and is expected to generate \$285. The second fee growing faster than the rate of inflation is the Market Square Per Hour Surcharge fee which is increasing by 39.5%. The Market Square surcharge is implemented when staffing and additional resources are required to facilitate after hours bookings. The resulting fee increase has been made to reflect the actual cost incurred in offering the facility and is required for cost recovery. Overall, both fees are increasing above inflation to work toward greater cost recovery while remaining competitive.

The only fee decreasing is the Market Square Sunday Surcharge fee which is being decreased to remain competitive in the local market.

Based on the information available, existing fee revenue should increase by approximately \$20,380 in 2023.

Finally, CRCS is recommending the removal of 19 fees. Seven of the fees are related to either the Red Cross Association no longer providing certain swimming courses or the Life Saving Society restructuring swimming courses. Six fees are related to the Stage Rental and Show Mobile as these assets have reached the end of their useful life and are unsuitable for community rentals. Two fees are associated with Loonie swimming and are being replaced with free swim days. Finally, the Market Square Saturday Surcharge fee is being consolidated into the Monday to Saturday Surcharge fee.

Economic Development and Tourism Services (EDTS)

For 2023, Economic Development and Tourism Services (EDTS) is proposing the creation of one new fee associated with not-for-profit film permits. While the permit fee is new, no additional revenue is expected as the price represents a discount for not-for-profit film studios in comparison to the original film permit fee.

All remaining fees in EDTS are increasing approximately 3.2%. Based on the information available, existing fee revenue should increase by approximately \$93.

Engineering, Facilities and Environmental Services (EFES)

For 2023, Engineering, Facilities and Environmental Services (EFES) is proposing the creation of one new fee associated with private street name signs. The fee has been created to establish a uniform standard across private street signs. The impact of the new fee is expected to generate approximately \$2,500 in additional revenue.

For the remainder of the fees in EFES, the 3.2% inflation increase is being applied to all existing fees except for 12. Fees differing from the 3.2% inflation increase include seven fees which are growing faster than the rate of inflation to recover increasing constructions costs associated with sewers or because they have not been adjusted for a number of years like construction plan fees. Fees increasing less than the inflation rate have been kept at low levels to remain competitive in the local market.

Based on the information available, existing fee revenue should increase by approximately \$436 in 2023.

Financial Management Services (FMS)

For 2023, Financial Management Services (FMS) is proposing the creation of two new administrative fees associated with tax and water reminder notices. The new fees have been adopted by 50% of the City's comparator municipalities and has the objective of recovering costs associated with the administering and delivering the notices. The new fees are expected to generate approximately \$194,690 in additional revenue.

The 3.2% inflation increase is being applied to all existing fees. Based on the information available, existing fee revenue should increase approximately \$21,601 in 2023.

Fire Services (FS)

For 2023, Fires Services (FS) is not proposing the creation of any new fees but is proposing the removal of a free service involving open air burning permits in agricultural areas. Previously there was an open air burn permit fee in non-agricultural areas and after reviewing the processes and expenses of the agricultural areas, staff has determined by eliminating the free service a more balanced cost recovery methodology can be employed which ensures fairness in the application of the fee for the same activity.

The 3.2% inflation increase is being applied to all existing fees except for two emergency gas line response fees. The emergency gas line response fees are being increased by 19.0% each to reflect updates to the Ministry of Transportation fire apparatus cost. Expected incremental revenue from the emergency gas line response fees will be less than \$100.

Based on the information available, existing fee revenue should increase by approximately \$3,886 in 2023.

Legal and Clerks Services (LCS)

For 2023, Legal and Clerks Services (LCS) is not proposing the creation of any new fees but is recommending the removal of two fees. The fees are the Individual and Ward Voter Lists fees which are being removed because the department has moved to an electric format which is provided free of charge.

The 3.2% inflation increase is being applied to all existing fees except for seven fees which will not change from 2022. The fees differing from the rate of inflation include four fees associated with the Freedom of Information and Protection to Privacy Act which are mandated by provincial legislation and three fees associated with marriage licencing and ceremonies. The fees, Marriage Licence, Civil Marriage Ceremony and Staff Attendance at Rehearsal are not changing to remain competitive in the local market.

Based on the information available, existing fee revenue should increase by approximately \$12,379.

Municipal Works (MW)

For 2023, Municipal Works (MW) is not proposing the creation of any new fees or the removal of any existing fees. The 3.2% inflation increase is being applied to all existing fees. Based on the information available, existing fee revenue should increase by approximately \$25,622 in 2023.

Parking Services (PS)

For 2023, Parking Services (PS) is not proposing the creation of any new fees or the removal of any existing fees. The 3.2% core inflation increase is being applied to all existing fees except for 16 fees. All 16 fees are proposed to remain at the same price last year. The majority of the unchanged fees are related to either hourly or special event parking in the downtown core or parking in special provision areas.

Based on the information available, existing fee revenue should increase by approximately \$45,034 in 2023.

Planning and Building Services (PBS)

For 2023, Planning and Building Services (PBS) is proposing the creation of a new By-law Enforcement administrative fee. The administrative fee will be charged in matters of non-compliance where the City is required to remedy an issue by performing the work. The fee will be based on a percentage of the total cost of work performed and cannot be estimated at this time. This fee is meant to be a further deterrence and is anticipated to encourage voluntary compliance.

At present, the 3.2% inflation increase has been applied to all existing fees. However, following a Request for Proposals process, Watson and Associates have been retained to undertake a comprehensive fee review study to evaluate PBS workflows and implement fees that better represent fee for service delivery and a better cost recovery model. This study will begin in May and further amendments to the City's Rates and Fees By-law are anticipated for a January 2023 start. A separate public meeting will be held for this purpose and the Niagara Home Builders Association and Niagara Construction Association will be consulted during the study process. Based on the information available, existing fee revenue should increase by approximately \$18,629 in 2023. Further clarification will be provided to Council upon conclusion of the comprehensive fee review study.

Victoria Lawn Cemetery (VLC)

For 2023, the Victoria Lawn Cemetery (VLC) is not proposing the creation of any new fees or the removal of any existing fees. The 3.2% core inflation increase is being applied to all existing fees except for five fees. The fees are not being changed because the fees are controlled by the Ministry of Government and Consumer Services and they have not authorized an increase.

Most fees within City operations are rounded to the nearest \$0.05. Victoria Lawn Cemetery has a policy where most fees are rounded to the nearest dollar. This policy exists because most transactions are for several thousands of dollars and rounding to the nearest dollar simplifies billing.

Based on the information available, existing fee revenue should increase by approximately \$40,230 (rounded to nearest hundred) in 2023.

All departments and divisions have provided an estimate of the increase in expected revenue for 2023, by adopting all of the fee changes above, Staff estimates user fee revenue should generate an additional \$385,700.

Financial Implications

As stated previously, if all items are approved for 2023, the City of St. Catharines will have 1,108 user fees. These fees will consist of 11 new fees and 23 fees to be removed. There will be an estimated \$197,500 in new revenue and approximately \$188,200 generated in additional revenue from existing fee increases. Overall, these changes are estimated to increase revenue by approximately \$385,700.

Conclusion

Staff are recommending two amendments to the rate and fee process to address administrative issues and a growing bias in the Common Core rate of inflation measure.

The first amendment is to have new fees created outside the annual rate and fee process be added to the next year's Schedules of Rates and Fees without a minimum inflation increase. The second amendment is to have the starting inflation rate for all City fees be changed from the historical Common Core rate of inflation to the future estimated Total inflation rate calculated by the City's bank (Scotiabank).

In addition, Staff recommends the 2023 Schedule of Rates and Fees be accepted and the Budget Standing Committee approve the proposed fee changes as indicated in Appendix 1, 3, 6 and 7.

Implementing the proposed changes to rates and fees in this report would allow for sustaining or improved cost recovery for our programs and services. Many of the fee recommendations in this report are intended to maximize revenue while taking into account changes in demand, cost and our goal of realigning our fee structure to be closer to our comparable municipalities.

Prepared by

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Approved by

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Appendices

- Appendix 1 - Proposed New Fees 2023
- Appendix 2 – Proposed Rates and Fees Outside Inflation (Fee Change is Greater than \$0.05 and Outside 3.2% +/- 0.5%)
- Appendix 3 – Proposed Fees to be Removed for 2023
- Appendix 4 – Estimated Revenue Generation - Existing Fees
- Appendix 5 – Municipal Comparators
- Appendix 6 – Proposed Rates and Fees 2023
- Appendix 7 – Proposed Rates and Fees 2023 - Cemetery

Proposed New and Amended Fees 2023

Reference	Fee Title	Department or Division	Unit of Measure	Fee	Tax	Total Fee before Surcharges	Estimated Quantity Sold per	Estimated Revenue before Tax
1	Swim Instructor - Lifesaving Society	CRCS	Per Course	\$135.00	\$17.55	\$152.55	32	Amended Existing Fee No New Revenue
2	Lifesaving Instructor - Lifesaving Society	CRCS	Per Course	\$166.02	\$21.58	\$187.60	32	Amended Existing Fee No New Revenue
3	Swim Instructor and Lifesaving Instructor	CRCS	Per Course	\$280.00	\$36.40	\$316.40	32	Amended Existing Fee No New Revenue
4	Lifesaving Swimmer 5-6	CRCS	Per Class	\$7.95	\$0.00	\$7.95	450	Amended Existing Fee No New Revenue
5	Museum Kids Subscription Box	CRCS	Flat Fee	\$40.00	\$5.20	\$45.20	10	\$400
6	Special Event Staffing Fee	CRCS	Per Event	-	-	Job Specific Costing	1	-
Community, Recreation and Culture Services: Estimated New Fees Revenue Subtotal								\$400
7	Not for Profit Film Permit Fee	EDTS	Flat Fee	\$25.00	\$3.25	\$28.25	1	New Discounted Fee No New Revenue
Economic Development and Tourism Services: Estimated New Fees Revenue Subtotal								\$0
8	Private Street Name Sign	EFES	Flat Fee	\$250.00	\$32.50	\$282.50	\$10.00	\$2,500
Engineering, Facilities and Environmental Services : Estimated New Fees Revenue Subtotal								\$2,500
9	Tax Reminder Fee	FMS	Per Roll Number	\$4.42	\$0.58	\$5.00	24,000	\$106,195

Proposed New and Amended Fees 2023

Reference	Fee Title	Department or Division	Unit of Measure	Fee	Tax	Total Fee before Surcharges	Estimated Quantity Sold per	Estimated Revenue before Tax
10	Water Reminder Fee	FMS	Per Account	\$4.42	\$0.58	\$5.00	20,000	\$88,496

Financial Management Services: Estimated New Fees Revenue Subtotal \$194,690

11	By-law Enforcement Admin Fee	PBS	Flat Fee	-	-	Job Specific Costing	50	-
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Economic Development and Tourism Services: Estimated New Fees Revenue Subtotal -

Estimated Revenue Increase from New Fees	\$197,500
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Proposed Rates and Fees Outside of Inflation - Fee Change is Greater than \$0.05 and Outside 3.2% +/- 0.5%

Fee ID	Fee Title	Department ID	2023 Fee before Surcharges	2022 Fee before Surcharges	Percentage Change	Rational
219,000	Carousel Ride	CRCS	\$0.05	\$0.05	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
164,000	Per Instructor (1 instructor per 8 children)	CRCS	\$18.45	\$15.35	20.2%	6. Fee increase exceeds estimated total inflation because we are working toward cost recovery while remaining
278,000	Market Square: Per Hour Surcharge - Monday to Saturday	CRCS	\$38.65	\$27.70	39.5%	6. Fee increase exceeds estimated total inflation because we are working toward cost recovery while remaining
280,000	Market Square: Per Hour Surcharge - Sunday	CRCS	\$51.55	\$55.45	-7.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
588,000	Storm Sewers Excluding Laterals	EFES	\$700.00	\$562.65	24.4%	2. Fee increase exceeds estimated total inflation because there is an increase in a cost element above inflation
589,000	Sanitary Sewer Including Laterals	EFES	\$700.00	\$586.40	19.4%	2. Fee increase exceeds estimated total inflation because there is an increase in a cost element above inflation
590,000	Watermain Excluding Services	EFES	\$579.20	\$579.20	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
591,000	Roads and Drainage Improvements on Local Streets, assuming existing Storm Sewers	EFES	\$456.00	\$454.05	0.4%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
592,000	Roads and Drainage Improvements on Local Streets, including Storm Sewers and	EFES	\$973.00	\$877.05	10.9%	2. Fee increase exceeds estimated total inflation because there is an increase in a cost element above inflation
593,000	Concrete Sidewalk on Low Traffic Local Streets	EFES	\$252.40	\$252.40	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
594,000	100 mm Storm Lateral	EFES	\$5,100.00	\$4,638.75	9.9%	2. Fee increase exceeds estimated total inflation because there is an increase in a cost element above inflation
595,000	100 mm Sanitary Lateral	EFES	\$7,363.05	\$7,363.05	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
596,000	25 mm Water Service	EFES	\$6,126.10	\$6,126.10	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
602,000	Construction Plans and Specifications - Small-Medium	EFES	\$70.00	\$41.35	69.3%	3. Fee increase exceeds estimated total inflation because the fee has not been increased for at least 5 years

Proposed Rates and Fees Outside of Inflation - Fee Change is Greater than \$0.05 and Outside 3.2% +/- 0.5%

Fee ID	Fee Title	Department ID	2023 Fee before Surcharges	2022 Fee before Surcharges	Percentage Change	Rational
603,000	Construction Plans and Specifications - Large	EFES	\$150.00	\$82.70	81.4%	3. Fee increase exceeds estimated total inflation because the fee has not been increased for at least 5 years
604,000	Construction Plans and Specifications - Very Large	EFES	\$200.00	\$134.45	48.8%	3. Fee increase exceeds estimated total inflation because the fee has not been increased for at least 5 years
815,000	Emergency Gas Line Response 1st hour or part thereof per apparatus *Fee is equal to hourly	FS	\$576.15	\$484.15	19.0%	6. Fee increase exceeds estimated total inflation because we are working toward cost recovery while remaining competitive
816,000	Emergency Gas Line Response each additional 1/2 hour per apparatus *Fee is equal to half hour MTO rate	FS	\$288.05	\$242.10	19.0%	6. Fee increase exceeds estimated total inflation because we are working toward cost recovery while remaining competitive
833,000	Freedom of Information - Application Fee	LCS	\$5.00	\$5.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
834,000	Freedom of Information - Photocopies	LCS	\$0.20	\$0.20	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
835,000	Freedom of Information - Manual search	LCS	\$7.50	\$7.50	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
836,000	Freedom of Information - Preparing a record for disclosure	LCS	\$7.50	\$7.50	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
910,000	Marriage Licences	LCS	\$160.00	\$158.25	1.1%	9. Fee increase is less than estimated total inflation because the fee is above the comparator average
911,000	Civil Marriage Ceremony	LCS	\$316.45	\$316.45	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
916,000	Staff Attendance at Rehearsal	LCS	\$100.00	\$100.00	0.0%	10. Fee increase is less than estimated total inflation to remain competitive in the local market
2,070,000	Setting Of Marker: Over 14" x 24" - Setting are and Maintenance *	VLC	\$113.00	\$113.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
2,073,000	Setting Of Marker: 12" x 18" to 14" x 24" - Care and Maintenance *	VLC	\$113.00	\$113.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an

Proposed Rates and Fees Outside of Inflation - Fee Change is Greater than \$0.05 and Outside 3.2% +/- 0.5%

Fee ID	Fee Title	Department ID	2023 Fee before Surcharges	2022 Fee before Surcharges	Percentage Change	Rational
2,078,000	Under 12" x 18" (over 439.42 square cent.) - Care and Maintenance	VLC	\$113.00	\$113.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an increase
2,085,000	Upright Monuments up to 48" High and up to 48" Long Including Base	VLC	\$226.00	\$226.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an
2,086,000	Upright Monuments Over 48" High or over 48" Long Including Base	VLC	\$452.00	\$452.00	0.0%	8. Fee increase is less than estimated total inflation because contractual or external agency reasons prevent an

Proposed Fees to be Removed for 2023

Fee ID	Fee Title	Department or Division	Total Fee Paid by Customer
28,000	Red Cross Preschool and Swim Kids Level 1-6 and Camp Activity Lesson at outdoor pools	CRCS	\$6.95
30,000	Level 7-10, Swim Patrol and Jr. Lifeguard Club at outdoor pools	CRCS	\$7.75
51,000	CPR Recertified	CRCS	\$44.85
53,000	Instructor Renewal	CRCS	\$90.40
54,000	Red Cross Water Safety Instructor (WSI) with High Five Certification	CRCS	\$529.95
55,000	Lifesaving Society, Bronze Family Instructor	CRCS	\$196.40
56,000	Lifesaving Society Instructor Transfer Course	CRCS	\$196.40
66,000	Loonie Swim	CRCS	\$1.00
83,000	Loonie Swim	CRCS	\$1.00
85,000	Day Entry - Large Pool: Day Camp Leisure Swim Child	CRCS	\$2.20
86,000	Day Entry - Large Pool: Day Camp Lesson Child	CRCS	\$5.35
279,000	Per Hour Surcharge - Saturday	CRCS	\$41.70
281,000	Per Hour Surcharge - Application Fee Per Booking	CRCS	\$61.65
339,000	Portable Plywood Stage Rental	CRCS	\$259.90
340,000	Portable Stage delivery charge	CRCS	\$652.95

Proposed Fees to be Removed for 2023

Fee ID	Fee Title	Department or Division	Total Fee Paid by Customer
345,000	Showmobile - City Community Non-profit Groups - Weekday	CRCS	\$650.80
346,000	Showmobile - City Community Non-profit Groups - Weekend and Stat Holidays	CRCS	\$969.30
349,000	Showmobile - Commercial/Community - Weekday	CRCS	\$1,268.55
350,000	Showmobile - Commercial/Community - Weekend and Stat Holidays	CRCS	\$1,899.05
800,000	Open Air Burning – Permit Application (Agricultural Fire)	FS	\$0.00
842,000	Voter's List - individual	LCS	\$10.90
843,000	Voter's List - Set (All Wards)	LCS	\$65.40
1,452,000	Heritage Permit Application Fee	PBS	\$263.50

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,000	Administration Fee	CRCS	\$11.33	\$10.97	\$0.35	170	\$60.18
3,000	Replacement Receipt Fee	CRCS	\$5.66	\$5.49	\$0.18	12	\$2.12
6,000	Play Cards (Valid for 12 Entries) - Children	CRCS	\$30.45	\$29.50	\$0.95	105	\$99.75
7,000	Play Cards (Valid for 12 Entries) - Youth	CRCS	\$30.13	\$29.20	\$0.93	20	\$18.58
8,000	Play Cards (Valid for 12 Entries) - Older Adult	CRCS	\$31.50	\$30.53	\$0.97	260	\$253.10
9,000	Play Cards (Valid for 12 Entries) - Adult	CRCS	\$41.55	\$40.27	\$1.28	367	\$470.93
10,000	Play Cards (Valid for 12 Entries) - Family	CRCS	\$109.60	\$106.19	\$3.41	16	\$54.51
21,000	Dynamite Drop-in Lessons	CRCS	\$5.50	\$5.35	\$0.15	647	\$97.05
22,000	Dynamite Drop-in Play Card	CRCS	\$27.40	\$26.65	\$0.75	161	\$120.75
23,000	Adult Water Safety Lessons	CRCS	\$8.81	\$8.54	\$0.27	367	\$97.43
24,000	Teen Water Safety Lessons	CRCS	\$8.05	\$7.79	\$0.27	459	\$121.86
27,000	Lifesaving Preschool and Swimmer Level 1-4	CRCS	\$7.50	\$7.25	\$0.25	21,606	\$5,401.50
29,000	Swim Patrol and Jr. Lifeguard Club at Kiwanis Aquatics	CRCS	\$8.25	\$8.00	\$0.25	3,410	\$852.50
33,000	Private Instruction - Child	CRCS	\$26.45	\$25.65	\$0.80	1,563	\$1,250.40
36,000	Semi Private Instruction - Child	CRCS	\$18.60	\$18.00	\$0.60	241	\$144.60

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
39,000	W'ittle Water Works	CRCS	\$7.75	\$7.50	\$0.25	16	\$4.00
43,000	Bronze Medallion	CRCS	\$156.19	\$151.37	\$4.82	37	\$178.45
44,000	Bronze Star	CRCS	\$82.92	\$80.35	\$2.57	16	\$41.06
45,000	Bronze Cross	CRCS	\$112.26	\$108.76	\$3.50	24	\$83.89
46,000	National Lifeguard Service	CRCS	\$278.14	\$269.51	\$8.63	23	\$198.45
47,000	National Lifeguard Saving Recertification	CRCS	\$78.05	\$75.62	\$2.43	33	\$80.31
49,000	Standard First Aid	CRCS	\$112.61	\$109.12	\$3.50	23	\$80.40
50,000	Standard First Aid Recertified	CRCS	\$68.32	\$66.19	\$2.12	20	\$42.48
61,000	Day Entry - Large Pool or Arena - Children	CRCS	\$3.05	\$2.95	\$0.10	4,056	\$405.60
62,000	Day Entry - Large Pool or Arena - Youth	CRCS	\$3.01	\$2.92	\$0.09	296	\$26.19
63,000	Day Entry - Large Pool or Arena - Older Adult	CRCS	\$3.14	\$3.05	\$0.09	2,187	\$193.54
64,000	Day Entry - Large Pool or Arena - Adult	CRCS	\$4.16	\$4.03	\$0.13	4,878	\$647.52
65,000	Day Entry - Large Pool or Arena - Family	CRCS	\$10.97	\$10.62	\$0.35	932	\$329.91
67,000	Day Camp Leisure Swim Child	CRCS	\$2.25	\$2.20	\$0.05	1,436	\$71.80
71,000	Women Only Swimming Adult	CRCS	\$7.08	\$6.86	\$0.22	225	\$49.78

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
72,000	Women Only Swimming Child	CRCS	\$4.30	\$4.15	\$0.15	65	\$9.75
91,000	Children - 3 Month Pass	CRCS	\$45.90	\$43.70	\$2.20	7	\$15.40
92,000	Children - 6 Month Pass	CRCS	\$71.80	\$69.55	\$2.25	8	\$18.00
95,000	Youth - 3 Month Pass	CRCS	\$54.65	\$52.96	\$1.68	4	\$6.73
99,000	Older Adult - 3 Month Pass	CRCS	\$46.50	\$45.04	\$1.46	45	\$65.71
100,000	Older Adult - 6 Month Pass	CRCS	\$74.47	\$72.17	\$2.30	4	\$9.20
101,000	Older Adult - One Year	CRCS	\$93.63	\$90.71	\$2.92	263	\$768.05
104,000	Adult - 3 Month Pass	CRCS	\$73.45	\$71.19	\$2.26	50	\$112.83
105,000	Adult - 6 Month Pass	CRCS	\$124.38	\$120.53	\$3.85	5	\$19.25
106,000	Adult - One Year	CRCS	\$156.81	\$151.95	\$4.87	125	\$608.41
109,000	Family - 3 Month Pass	CRCS	\$197.70	\$191.55	\$6.15	5	\$30.75
110,000	Family - 6 Month Pass	CRCS	\$329.42	\$319.20	\$10.22	5	\$51.11
114,000	Summer Leisure Swim, Skate and Swim Activity Pass - Children	CRCS	\$33.85	\$32.80	\$1.05	5	\$5.25
116,000	Summer Leisure Swim, Skate and Swim Activity Pass - Older Adult	CRCS	\$34.12	\$33.05	\$1.06	2	\$2.12
118,000	Summer Leisure Swim, Skate and Swim Activity Pass - Family	CRCS	\$126.46	\$122.52	\$3.94	1	\$3.94

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
123,000	Adult - Pay As You Go Fitness	CRCS	\$6.64	\$6.42	\$0.22	215	\$47.57
124,000	Adult - Clip Card Fitness - 12 Visits	CRCS	\$66.19	\$64.16	\$2.04	46	\$93.63
125,000	Adult - 3 Month Fitness Pass	CRCS	\$154.47	\$149.69	\$4.78	13	\$62.12
126,000	Adult - 6 Month Fitness Pass	CRCS	\$286.55	\$277.65	\$8.89	169	\$1,503.05
131,000	Older Adult - Pay As You Go Fitness	CRCS	\$4.38	\$4.25	\$0.13	1,175	\$155.97
132,000	Older Adult - Clip Card Fitness - 12 Visits	CRCS	\$43.85	\$42.48	\$1.37	768	\$1,053.45
133,000	Older Adult - 3 Month Fitness Pass	CRCS	\$94.51	\$91.59	\$2.92	167	\$487.70
134,000	Older Adult - 6 Month Fitness Pass	CRCS	\$176.55	\$171.06	\$5.49	69	\$378.58
140,000	Lost Swim Pass Replacement Fee (available only with proof of payment)	CRCS	\$5.97	\$5.80	\$0.18	6	\$1.06
144,000	Additional Lifeguard Fee	CRCS	\$17.70	\$17.17	\$0.53	5	\$2.65
174,000	1 Lane Rental, per hour, 10 people maximum	CRCS	\$12.43	\$12.04	\$0.40	315	\$125.44
228,000	Large Gym/Hall Rental (Capacity of Over 150)	CRCS	\$48.81	\$47.30	\$1.50	57	\$85.75
231,000	Large Meeting Rooms (Capacity of 56 to 150)	CRCS	\$34.16	\$33.10	\$1.06	20	\$21.24
234,000	Small Meeting Rooms (Capacity of 55 or less)	CRCS	\$21.46	\$20.80	\$0.66	12	\$7.96
291,000	Up to 100 mm caliber	CRCS	\$647.04	\$626.99	\$20.04	2	\$40.09

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
295,000	Memorial Tree	CRCS	\$651.95	\$631.75	\$20.20	20	\$404.00
298,000	Port Dalhousie Style	CRCS	\$3,717.20	\$3,601.95	\$115.25	3	\$345.75
299,000	Parkway Style	CRCS	\$2,774.00	\$2,688.00	\$86.00	10	\$860.00
301,000	Maglin Bench	CRCS	\$2,774.00	\$2,688.00	\$86.00	2	\$172.00
304,000	1 Pot	CRCS	\$80.00	\$77.52	\$2.48	35	\$86.73
305,000	2 Pots	CRCS	\$150.31	\$145.66	\$4.65	25	\$116.15
306,000	3 Pots	CRCS	\$209.82	\$203.32	\$6.50	10	\$65.04
307,000	4 Pots	CRCS	\$259.60	\$251.55	\$8.05	5	\$40.27
437,000	Adult Program 18 years + (per hour, per class)	CRCS	\$8.81	\$8.54	\$0.27	900	\$238.94
438,000	Adult Single Entry	CRCS	\$4.16	\$4.03	\$0.13	200	\$26.55
441,000	Children's Program, (0-14 years) (per hour, per class)	CRCS	\$6.60	\$6.40	\$0.20	2,700	\$540.00
442,000	Child Single Entry	CRCS	\$3.05	\$2.95	\$0.10	20	\$2.00
445,000	Youth Program, (15 - 17 years) (per hour, per class)	CRCS	\$6.86	\$6.64	\$0.22	10	\$2.21
452,000	Purchased January 1 to March 31	CRCS	\$51.95	\$50.35	\$1.59	100	\$159.29
461,000	Family Programs - Family - Single Entry	CRCS	\$10.97	\$10.62	\$0.35	5	\$1.77

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
473,005	Membership (Unlimited Use) May 1 to October 31 - Older Adult	CRCS	\$38.50	\$37.30	\$1.19	15	\$17.92
477,005	Older Adult (September - October 31)	CRCS	\$11.95	\$11.59	\$0.35	15	\$5.31
896,000	Events of Municipal Significance with SOP	CRCS	\$41.90	\$40.60	\$1.30	19	\$24.70
Subtotal: Community, Recreation and Culture Services							\$20,380
583,000	Film Permit Fee	EDTS	\$53.27	\$51.64	\$1.64	3	\$4.91
584,000	Advanced seminar / webinar fee	EDTS	\$13.72	\$13.27	\$0.44	200	\$88.50
Subtotal: Economic Development and Tourism Services							\$93
607,000	Environmental Audit Review	EFES	\$109.60	\$106.19	\$3.41	15	\$51.11
608,000	Non-Potable Water Letter	EFES	\$91.33	\$88.50	\$2.83	10	\$28.32
640,000	Encroachment Agreements	EFES	\$298.89	\$289.65	\$9.25	2	\$18.50
644,000	Paper / magazine vending box	EFES	\$14.20	\$13.76	\$0.44	1	\$0.44
645,000	Road Allowance Occupancy / Cut Permit	EFES	\$113.36	\$109.87	\$3.50	10	\$34.96
646,000	Street Banner Fee	EFES	\$163.27	\$158.23	\$5.04	35	\$176.55

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
649,000	Municipal Consent Permit	EFES	\$142.39	\$137.96	\$4.42	2	\$8.85
653,000	Road Closure - For Profit Special Event	EFES	\$551.45	\$534.35	\$17.10	3	\$51.30
654,000	Road Closure - Not-for-Profit Special Event	EFES	\$275.70	\$267.15	\$8.55	2	\$17.10
669,000	Sidewalk Patio Application	EFES	\$393.15	\$380.95	\$12.20	4	\$48.80
Subtotal: Engineering, Facilities and Environmental Services							\$436
694,000	Sale by Tender	FMS	\$2,026.85	\$1,964.00	\$62.85	100	\$6,285.00
697,000	Tax Sale Registration Recovery Service Fees Internal Staff	FMS	\$516.00	\$500.00	\$16.00	35	\$560.00
706,000	Property Tax Account Administration Fee	FMS	\$41.30	\$40.00	\$1.30	2,800	\$3,640.00
707,000	Online Tax Certificates	FMS	\$90.70	\$87.90	\$2.80	600	\$1,680.00
708,000	Set up New Roll Number	FMS	\$47.88	\$46.37	\$1.50	250	\$376.11
711,000	Fee on Interim and Final Payment Listing	FMS	\$16.90	\$16.40	\$0.50	10,500	\$5,250.00
715,000	35 Day Meter Test Data Fee	FMS	\$53.35	\$51.70	\$1.65	50	\$82.50
716,000	Fee to deliver water shut off notices	FMS	\$23.98	\$23.23	\$0.75	700	\$526.55
717,000	Final Demand / Non-Compliance Fee	FMS	\$19.96	\$19.34	\$0.62	2,000	\$1,238.94

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
718,000	Refund credit balances on account	FMS	\$23.98	\$23.23	\$0.75	250	\$188.05
719,000	Setup New Water Account	FMS	\$47.88	\$46.37	\$1.50	250	\$376.11
720,000	Transfer Incorrect payments from accounts	FMS	\$23.98	\$23.23	\$0.75	250	\$188.05
723,000	Water Certificates	FMS	\$61.42	\$59.51	\$1.90	636	\$1,210.09
Subtotal: Financial Management Services							\$21,601
730,000	Fire Regulaton Compliance Letter (Insurance report, records search)	FS	\$124.56	\$120.71	\$3.85	71	\$273.32
736,000	Residential - Single Family Dwelling (Home Share Programs)	FS	\$162.65	\$157.61	\$5.04	4	\$20.18
739,000	Legalized Marijuana Grow Ops Inspection first 185.81 m2 (2,000 ft2)	FS	\$398.58	\$386.24	\$12.35	3	\$37.04
741,000	Residential - Duplex	FS	\$274.03	\$265.53	\$8.50	3	\$25.49
742,000	Residential 3 to 6 units	FS	\$423.54	\$410.40	\$13.14	2	\$26.28
747,000	First 450m² (5,000 sq ft)	FS	\$398.58	\$386.24	\$12.35	2	\$24.69
748,000	Each additional 450 m2 (5,000 sq ft)	FS	\$52.79	\$51.15	\$1.64	2	\$3.27
759,000	Including AGCO (Alcohol & Gaming Commission of Ontario) Inspection up to 150 persons	FS	\$398.58	\$386.24	\$12.35	9	\$111.11

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
760,000	Including AGCO Inspection over 150 persons	FS	\$458.32	\$444.12	\$14.20	2	\$28.41
764,000	Mixed Commercial/Residential Building - (1 Comm. with 5 Apt.)	FS	\$458.32	\$444.12	\$14.20	2	\$28.41
773,000	Private Home Day Care Inspection - 5 children or less	FS	\$162.65	\$157.61	\$5.04	13	\$65.58
774,000	Day Care Centers - More than 5 children	FS	\$398.58	\$386.24	\$12.35	5	\$61.73
776,000	Business License Inspection Fee	FS	\$81.37	\$78.85	\$2.52	57	\$143.76
777,000	Inspection Fee Per Hour Outside Normal Working Hours - (Actual Application Fee to be added to this amount)	FS	\$40.71	\$39.42	\$1.28	5	\$6.42
778,000	Rooming Boarding and Lodging	FS	\$325.35	\$315.27	\$10.09	5	\$50.44
783,000	Fire Prevention Officers Request for Assistance	FS	\$81.37	\$78.85	\$2.52	2	\$5.04
785,000	Smoke Alarm - Long Life Lithium Powers	FS	\$32.92	\$31.90	\$1.02	48	\$48.85
787,000	Carbon Monoxide Alarm - Lithium	FS	\$37.88	\$36.68	\$1.19	39	\$46.59
788,000	Carbon Monoxide /Smoke Alarm - Lithium	FS	\$47.83	\$46.33	\$1.50	108	\$162.48
791,000	Fire Extinguisher Tudor Rental - min. 1/2 day (4 hrs.)	FS	\$353.50	\$342.52	\$10.97	4	\$43.89
792,000	Fire Extinguisher Tudor Rental - full day - max 8 hrs.	FS	\$678.85	\$657.79	\$21.06	2	\$42.12
793,000	Fire Inspection with Violations and/or Re-inspections	FS	\$176.28	\$170.80	\$5.49	1	\$5.49

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
794,000	Fire Safety Plan Review	FS	\$176.28	\$170.80	\$5.49	2	\$10.97
795,000	Vulnerable Occupancy 2nd and Subsequent Fire Drill	FS	\$325.35	\$315.27	\$10.09	5	\$50.44
796,000	Life Safety Study, Alternative Solutions Submittal & Ontario Fire Code Part 4 Audit Submittal	FS	\$244.03	\$236.46	\$7.57	6	\$45.40
798,000	Display Fireworks Approval	FS	\$299.65	\$290.35	\$9.29	2	\$18.58
799,000	Consumer Fireworks Sales Permit	FS	\$325.35	\$315.27	\$10.09	1	\$10.09
801,000	Open Air Burning - Permit Application Agricultural Fire	FS	\$193.89	\$187.88	\$6.02	3	\$18.05
802,000	Improper Burn - minimum charge to extinguish Fire (not in conformance with By-law) or While Prohibited (e.g. Ban)	FS	\$500.50	\$485.00	\$15.50	13	\$201.50
804,000	Preventable False Alarms - 3 vehicles 2nd false alarm within 12 month calendar	FS	\$1,501.55	\$1,455.00	\$46.55	47	\$2,187.85
807,000	Fire Safety Plan - Translation to / from English	FS	\$79.69	\$77.21	\$2.48	2	\$4.96
815,000	Emergency Gas Line Response 1st hour or part thereof per apparatus *Fee is equal to hourly MTO rate	FS	\$509.87	\$484.15	\$25.74	2	\$51.48
816,000	Emergency Gas Line Response each additional 1/2 hour per apparatus *Fee is equal to half hour MTO rate	FS	\$254.91	\$242.10	\$12.84	2	\$25.68
Subtotal: Fires Services							\$3,886

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
819,000	Burial Permits	LCS	\$27.60	\$26.75	\$0.85	1,342	\$1,140.70
822,000	1-3 pages	LCS	\$2.35	\$2.26	\$0.09	1	\$0.09
823,000	1-3 pages (Certified)	LCS	\$3.36	\$3.27	\$0.09	1	\$0.09
824,000	4-6 pages	LCS	\$3.36	\$3.27	\$0.09	1	\$0.09
825,000	4-6 pages (Certified)	LCS	\$4.29	\$4.16	\$0.13	1	\$0.13
826,000	7-10 pages	LCS	\$4.29	\$4.16	\$0.13	1	\$0.13
827,000	7-10 pages (Certified)	LCS	\$5.66	\$5.49	\$0.18	1	\$0.18
828,000	over 10 pages	LCS	\$5.66	\$5.49	\$0.18	1	\$0.18
829,000	over 10 pages (Certified)	LCS	\$7.30	\$7.08	\$0.22	1	\$0.22
830,000	Condominium Agreement (Executed)	LCS	\$5.66	\$5.49	\$0.18	1	\$0.18
833,000	Application Fee	LCS	\$5.00	\$5.00	\$0.00	60	\$0.00
835,000	Manual search	LCS	\$7.50	\$7.50	\$0.00	1	\$0.00
836,000	Preparing a record for disclosure	LCS	\$7.50	\$7.50	\$0.00	30	\$0.00
844,000	Ward and Poll Maps - City Wide	LCS	\$5.44	\$5.27	\$0.18	2	\$0.35
845,000	Ward and Poll Maps - Ward Specific	LCS	\$2.26	\$2.17	\$0.09	2	\$0.18

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
846,000	Code of Conduct Fee (Processing)	LCS	\$39.35	\$38.15	\$1.20	4	\$4.80
849,000	Initialing and/or Sealing and/or Signing only of document fully completed	LCS	\$14.91	\$14.47	\$0.44	530	\$234.51
850,000	Senior Pension Forms & Student OSAP Forms (No Charge)	LCS	\$0.00	\$0.00	\$0.00	60	\$0.00
853,000	All Spayed or Neutered Dogs	LCS	\$37.85	\$36.70	\$1.15	5,350	\$6,152.50
854,000	All Dogs Under 6 Months Old	LCS	\$37.85	\$36.70	\$1.15	310	\$356.50
855,000	All Non-spayed or Non-neutered Dogs (Maximum 3 per household)	LCS	\$65.10	\$63.10	\$2.00	630	\$1,260.00
856,000	Late Fee	LCS	\$16.30	\$15.80	\$0.50	310	\$155.00
857,000	Replacement Dog Tags	LCS	\$10.90	\$10.55	\$0.35	35	\$12.25
890,000	Legal Agreement (Simple)	LCS	\$551.45	\$534.35	\$17.10	35	\$598.50
891,000	Legal Agreement (Complex)	LCS	\$937.45	\$908.40	\$29.05	3	\$87.15
892,000	Registration of Agreement or By-law	LCS	\$330.90	\$320.65	\$10.25	10	\$102.50
893,000	Release of Agreements	LCS	\$330.90	\$320.65	\$10.25	10	\$102.50
903,000	Raffles not exceeding \$500	LCS	\$5.60	\$5.45	\$0.15	149	\$22.35
904,000	Lottery at bazaar - each time	LCS	\$5.60	\$5.45	\$0.15	98	\$14.70
910,000	Marriage Licences	LCS	\$160.00	\$158.25	\$1.75	800	\$1,400.00

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
911,000	Civil Marriage Ceremony	LCS	\$280.04	\$280.04	\$0.00	243	\$0.00
912,000	Civil Ceremony, Off Site	LCS	\$313.14	\$303.45	\$9.69	73	\$707.39
913,000	Witnesses	LCS	\$24.42	\$23.67	\$0.75	29	\$21.81
914,000	Cancellation Fee	LCS	\$48.89	\$47.39	\$1.50	1	\$1.50
916,000	Staff Attendance at Rehearsal	LCS	\$91.33	\$88.50	\$2.83	1	\$2.83
Subtotal: Legal and Clerks Services							\$12,379
1,002,000	Cost Per Linear Metre - minimum charge of two (2) linear metres	MW	\$346.35	\$335.60	\$10.75	35	\$376.25
1,010,000	Curb Cuts Only	MW	\$30.45	\$29.50	\$0.95	250	\$237.50
1,012,000	Curb Cut - Priority Rate	MW	\$89.30	\$86.55	\$2.75	5	\$13.75
1,014,000	Curb Cut - Priority Rate - Minimum Charge	MW	\$387.00	\$375.00	\$12.00	2	\$24.00
1,018,000	Lower Sidewalk - minimum charge of two (2) square metres	MW	\$269.90	\$261.55	\$8.35	25	\$208.75
1,020,000	Curb Face Sidewalk - minimum charge of two (2) square metres	MW	\$269.90	\$261.55	\$8.35	5	\$41.75
1,022,000	Curb Replacement (Fill) - minimum charge of two (2) square metres	MW	\$246.65	\$239.00	\$7.65	25	\$191.25
1,027,000	Asphalt	MW	\$118.25	\$114.60	\$3.65	5	\$18.25

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
1,029,000	Boulevard	MW	\$27.05	\$26.20	\$0.85	30	\$25.50
1,031,000	Concrete Curb	MW	\$248.85	\$241.15	\$7.70	5	\$38.50
1,033,000	Concrete Driveway	MW	\$175.65	\$170.20	\$5.45	5	\$27.25
1,035,000	Concrete Road	MW	\$210.55	\$204.00	\$6.55	5	\$32.75
1,037,000	Concrete Sidewalks	MW	\$156.95	\$152.10	\$4.85	40	\$194.00
1,051,000	Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$292.80	\$283.70	\$9.10	150	\$1,365.00
1,052,000	Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$480.85	\$465.95	\$14.90	40	\$596.00
1,055,000	Regular Time and Overtime	MW	\$536.05	\$519.45	\$16.60	12	\$199.20
1,062,000	Regular Time Only	MW	\$242.50	\$235.00	\$7.50	125	\$937.50
1,065,000	Non-Residential - Regular Time Only	MW	\$242.50	\$235.00	\$7.50	25	\$187.50
1,070,000	Regular time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$232.70	\$225.50	\$7.20	20	\$144.00
1,071,000	Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holiday)	MW	\$340.90	\$330.35	\$10.55	5	\$52.75
1,074,000	Regular time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$281.45	\$272.70	\$8.75	5	\$43.75
1,075,000	Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holiday)	MW	\$411.25	\$398.50	\$12.75	5	\$63.75
1,087,000	2 - 100mm Diameter - Per Linear Metre	MW	\$672.80	\$651.95	\$20.85	45	\$938.25

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
1,090,000	100mm Diameter - Per Linear Metre *	MW	\$448.50	\$434.60	\$13.90	475	\$6,602.50
1,091,000	125mm Diameter - Per Linear Metre *	MW	\$458.30	\$444.10	\$14.20	50	\$710.00
1,092,000	150mm Diameter - Per Linear Metre *	MW	\$524.60	\$508.35	\$16.25	20	\$325.00
1,103,000	If Sewer line is not exposed at property line by others	MW	\$1,351.25	\$1,309.35	\$41.90	15	\$628.50
1,111,000	Shopping Cart Reclaim Fee (For Pickup, Handling & Storage)	MW	\$22.52	\$21.81	\$0.71	50	\$35.40
1,114,000	Recoverable	MW	\$11.25	\$10.90	\$0.35	900	\$315.00
1,120,000	Hydrant Connection - Temporary	MW	\$216.20	\$209.50	\$6.70	15	\$100.50
1,122,000	Meter and Valve Assembly Rental - Per Week (Up to a Maximum of \$600.00 Per Year)	MW	\$28.10	\$27.25	\$0.85	60	\$51.00
1,123,000	Refundable Deposit for Meter & Valve Assembly	MW	\$1,126.05	\$1,091.15	\$34.90	60	\$2,094.00
1,145,000	25mm Diameter *	MW	\$397.30	\$385.00	\$12.30	320	\$3,936.00
1,156,000	Upgrade Service from 19mm to 25mm	MW	\$397.30	\$385.00	\$12.30	30	\$369.00
1,161,000	Water Service <= 50mm (2") Work to include removal of existing meter, excavation on the existing service at the main, shutting off the main stop, removal of existing curb box, backfilling excavations and reinstatement.	MW	\$1,537.25	\$1,489.60	\$47.65	4	\$190.60

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
1,168,000	Water Meter Bench Test Fee	MW	\$157.10	\$152.25	\$4.85	2	\$9.70
1,176,000	Regular Time (7:00 a.m. to 3:00 p.m., Monday to Friday)	MW	\$392.80	\$380.60	\$12.20	15	\$183.00
1,177,000	Overtime (3:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$439.95	\$426.30	\$13.65	5	\$68.25
1,185,000	Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$157.10	\$152.25	\$4.85	250	\$1,212.50
1,186,000	Overtime (7:00 p.m. - 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$230.45	\$223.30	\$7.15	100	\$715.00
1,189,000	Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$209.50	\$203.00	\$6.50	60	\$390.00
1,190,000	Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$298.50	\$289.25	\$9.25	30	\$277.50
1,198,000	Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$89.00	\$86.25	\$2.75	325	\$893.75
1,199,000	Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$125.70	\$121.80	\$3.90	50	\$195.00
1,202,000	Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	MW	\$175.45	\$170.00	\$5.45	45	\$245.25
1,203,000	Overtime (7:00 p.m. - 7:00 a.m., Saturday, Sunday and Holidays)	MW	\$252.85	\$245.00	\$7.85	15	\$117.75
Subtotal: Municipal Works							\$25,622

1,208,000	Parking Meters	Parking	\$1.59	\$1.55	\$0.04	488,221	\$21,602.70
1,209,000	Bagged Meter	Parking	\$23.14	\$22.43	\$0.71	88	\$62.30

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
1,213,000	Garden Park/Carlisle St. Garage	Parking	\$1.55	\$1.55	\$0.00	83,068	\$0.00
1,214,000	Ontario Street Garage	Parking	\$1.55	\$1.55	\$0.00	253,560	\$0.00
1,226,000	Ontario Street	Parking	\$92.70	\$89.82	\$2.88	2,575	\$7,405.97
1,227,000	Garden Park/Carlisle Street - Above Ground	Parking	\$92.70	\$89.82	\$2.88	5,445	\$15,660.40
1,229,000	Garden Park/Carlisle Street - Car Pooling Extra Card	Parking	\$9.73	\$9.42	\$0.31	26	\$8.05
1,234,000	Garden Park Lot	Parking	\$4.42	\$4.42	\$0.00	953	\$0.00
1,235,000	Head Street Lot	Parking	\$4.42	\$4.42	\$0.00	504	\$0.00
1,237,000	David S. Howes Way Lot	Parking	\$8.85	\$8.85	\$0.00	348	\$0.00
1,238,000	Garden Park/Carlisle St. Garage	Parking	\$4.42	\$4.42	\$0.00	10,834	\$0.00
1,239,000	Ontario Street Garage	Parking	\$4.42	\$4.42	\$0.00	14,530	\$0.00
1,241,003	Residential Beach Parking Pass	Parking	\$13.27	\$13.27	\$0.00	10,000	\$0.00
1,242,000	Residential Permits	Parking	\$46.33	\$44.91	\$1.42	208	\$294.51
Subtotal: Parking Services							\$45,034
1,371,000	Short-Term Rental Licence: Application Fee	PBS	\$516.00	\$500.00	\$16.00	200	\$3,200.00

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
1,372,001	Short-Term Rental Licence: Appeal Fee	PBS	\$103.20	\$100.00	\$3.20	1	\$3.20
1,405,000	Consent Application - New Lots	PBS	\$2,134.75	\$2,068.55	\$66.20	36	\$2,383.20
1,407,000	Variance Application	PBS	\$1,601.10	\$1,551.45	\$49.65	88	\$4,369.20
1,409,000	Development Agreement for New Lots	PBS	\$851.90	\$825.50	\$26.40	10	\$264.00
1,458,000	Site Plan Agreement	PBS	\$7,999.15	\$7,751.10	\$248.05	20	\$4,961.00
1,463,000	All other dwelling types (site plan)	PBS	\$309.60	\$300.00	\$9.60	5	\$48.00
1,463,001	Non-Residential Floor Area Fee (site plan)	PBS	\$52.15	\$50.55	\$1.60	7	\$11.20
1,463,002	Site Plan Control (minimum fee)	PBS	\$1,548.00	\$1,500.00	\$48.00	5	\$240.00
1,466,000	Extension of Site Plan Agreement for up to 2 years	PBS	\$1,807.15	\$1,751.10	\$56.05	5	\$280.25
1,471,000	Site Plan - Minor (Registered Agreement)	PBS	\$3,585.80	\$3,474.60	\$111.20	5	\$556.00
1,506,000	Zoning Compliance or Information Letter (No Inspection)	PBS	\$136.30	\$132.05	\$4.25	190	\$807.50
862,000	Amusement arcade (Gross usable floor area)	PBS	\$0.50	\$0.50	\$0.00	2	\$0.00
863,000	Auctioneer	PBS	\$56.30	\$54.55	\$1.75	1	\$1.75
871,000	Hawkers and Peddlers - Resident	PBS	\$225.20	\$218.20	\$7.00	11	\$77.00
872,000	Hawkers and Peddlers - Non-Resident	PBS	\$692.60	\$671.10	\$21.50	5	\$107.50

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
875,000	Kennel Owner - Registered with Canadian Kennel Club	PBS	\$110.55	\$107.10	\$3.45	1	\$3.45
877,000	Master Plumber - Renewal	PBS	\$61.95	\$60.05	\$1.90	10	\$19.00
878,000	Master Plumber/Plumbing Contractor - New Licence	PBS	\$86.70	\$84.00	\$2.70	4	\$10.80
879,000	Master Plumber/Plumbing Contractor - Renewal	PBS	\$61.95	\$60.05	\$1.90	32	\$60.80
880,000	Public Hall	PBS	\$174.50	\$169.10	\$5.40	2	\$10.80
881,000	Public Hall - Non-profit or charitable	PBS	\$130.65	\$126.60	\$4.05	7	\$28.35
882,000	Refreshment Stand/Booth/Place	PBS	\$157.65	\$152.75	\$4.90	62	\$303.80
883,000	Restaurant	PBS	\$157.65	\$152.75	\$4.90	162	\$793.80
884,000	Second Level Lodging Houses	PBS	\$225.20	\$218.20	\$7.00	2	\$14.00
885,000	Theatre	PBS	\$197.00	\$190.90	\$6.10	1	\$6.10
887,000	Late Fees (Except Master Plumber & Auctioneers)	PBS	\$55.25	\$53.55	\$1.70	15	\$25.50
897,000	Permanent Liquor Licence - new and modifications	PBS	\$26.15	\$25.35	\$0.80	25	\$20.00
898,000	Special Occasion Permit (SOP)	PBS	\$26.15	\$25.35	\$0.80	12	\$9.60
899,000	Temporary Liquor Licence	PBS	\$26.15	\$25.35	\$0.80	16	\$12.80

Subtotal: Planning and Building Services \$18,629

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,000,000	Adult/Space - at Need - Flat Marker Only	VLC	\$658.41	\$638.23	\$20.18	9	\$181.59
2,001,000	Adult/Space - Preferred - Flat Marker Only	VLC	\$1,054.51	\$1,021.59	\$32.92	13	\$427.96
2,003,000	Upright (preferred) Foundation	VLC	\$449.56	\$435.40	\$14.16	17	\$240.71
2,005,000	Adult 2 Grave Lot with Foundation - Lot	VLC	\$2,269.91	\$2,199.29	\$70.62	70	\$4,943.36
2,008,000	Adult 3 Grave Lot	VLC	\$3,513.98	\$3,405.13	\$108.85	3	\$326.55
2,011,000	Cremation Grave - Flat Marker Only - 2' x 2'	VLC	\$418.94	\$406.19	\$12.74	7	\$89.20
2,012,000	Cremation Grave - Flat Marker Only - 3' x 3'	VLC	\$703.01	\$681.24	\$21.77	10	\$217.70
2,013,000	Cremation Grave With Foundation	VLC	\$1,025.31	\$993.45	\$31.86	25	\$796.46
2,023,000	Veteran Cremation - Grave	VLC	\$0.00	\$0.00	\$0.00	5	\$0.00
2,026,000	(no charge for grave site)	VLC	\$0.00	\$0.00	\$0.00	1	\$0.00
2,029,000	Regular Earth Adult Opening	VLC	\$1,397.35	\$1,353.98	\$43.36	160	\$6,938.05
2,031,000	Regular Earth Cremation Opening	VLC	\$547.79	\$530.97	\$16.81	240	\$4,035.40
2,034,000	Regular Cremation Opening - Double (Admin)	VLC	\$101.77	\$98.23	\$3.54	36	\$127.43

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,038,000	Regular Niche Opening	VLC	\$400.00	\$387.61	\$12.39	65	\$805.31
2,041,000	Crypt End Opening	VLC	\$649.56	\$629.20	\$20.35	22	\$447.79
2,053,000	Concrete Liners - Cost	VLC	\$573.45	\$555.75	\$17.70	17	\$300.88
2,057,000	Tent Rental (15' x 15') - 4 hours	VLC	\$150.44	\$146.02	\$4.42	5	\$22.12
2,061,000	Saturday Late Arrivals (after 11:00 AM)	VLC	\$199.12	\$192.92	\$6.19	39	\$241.59
2,062,000	Saturday Burial (9:00 a.m. to 11:00 a.m.)	VLC	\$398.23	\$385.84	\$12.39	41	\$507.96
2,063,000	Registration of Transfer	VLC	\$76.11	\$73.45	\$2.65	59	\$156.64
2,066,000	Declaration for Interment/Transfer Fee	VLC	\$76.11	\$73.45	\$2.65	40	\$106.19
2,069,000	Over 14" x 24" - Setting	VLC	\$218.58	\$211.99	\$6.59	7	\$46.15
2,072,000	12" x 18" to 14" x 24" - Setting	VLC	\$177.88	\$172.12	\$5.75	85	\$488.94
2,077,000	(over 173 square inches) - Setting	VLC	\$143.36	\$138.50	\$4.87	15	\$73.01
2,085,000	Upright Monuments up to 48" High and up to 48" Long Including Base	VLC	\$200.00	\$200.00	\$0.00	5	\$0.00
2,086,000	Upright Monuments Over 48" High or over 48" Long Including Base	VLC	\$400.00	\$400.00	\$0.00	85	\$0.00
2,160,000	Level B	VLC	\$10,363.89	\$10,042.48	\$321.42	10	\$3,214.16
2,161,000	Level C	VLC	\$11,958.94	\$11,587.96	\$370.97	10	\$3,709.73

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,162,000	Level D	VLC	\$12,755.40	\$12,359.65	\$395.75	3	\$1,187.26
2,163,000	Level E	VLC	\$11,161.77	\$10,815.58	\$346.19	7	\$2,423.36
2,180,000	Level B	VLC	\$9,966.73	\$9,657.35	\$309.38	1	\$309.38
2,181,000	Level C	VLC	\$11,559.65	\$11,201.42	\$358.23	1	\$358.23
2,186,000	Level A	VLC	\$1,863.98	\$1,806.06	\$57.92	11	\$637.12
2,190,000	Level E	VLC	\$2,540.97	\$2,461.99	\$78.98	20	\$1,579.65
2,194,000	Level I	VLC	\$2,202.48	\$2,134.03	\$68.45	5	\$342.26
2,198,000	Level A	VLC	\$1,693.98	\$1,641.33	\$52.65	10	\$526.55
2,206,000	Buildings 1 - 4	VLC	\$1,693.98	\$1,641.33	\$52.65	8	\$421.24
2,207,000	Harmony Circle	VLC	\$2,117.48	\$2,052.04	\$65.44	1	\$65.44
2,210,000	Niche Wreath	VLC	\$996.46	\$965.49	\$30.97	8	\$247.79
2,213,000	Second Niche Scroll (NWC108)	VLC	\$200.00	\$193.81	\$6.19	6	\$37.17
2,214,000	Bronze Picture Frame	VLC	\$76.11	\$73.45	\$2.65	20	\$53.10
2,215,000	Black & White Picture	VLC	\$100.88	\$97.35	\$3.54	2	\$7.08
2,216,000	Colour Picture	VLC	\$124.78	\$121.24	\$3.54	20	\$70.80

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,217,000	Bud Vase (VB0026) Roman 5" (Includes Installation)	VLC	\$299.12	\$290.27	\$8.85	4	\$35.40
2,222,000	Praying Hands - Left EB12L	VLC	\$100.88	\$97.35	\$3.54	2	\$7.08
2,226,000	Angel Right - 2 3/4" EB16R	VLC	\$100.88	\$97.35	\$3.54	2	\$7.08
2,233,000	Cross W/Christ 4214 (EB42140001)	VLC	\$76.11	\$73.45	\$2.65	3	\$7.96
2,235,000	Fireman - 2 7/8" EB0040	VLC	\$175.22	\$169.91	\$5.31	1	\$5.31
2,240,000	Lettering - Maximum 90 Letters (Includes Installation)	VLC	\$1,494.69	\$1,448.67	\$46.02	18	\$828.32
2,242,000	Electricity Fee (5 year Re-Newable)	VLC	\$298.23	\$289.38	\$8.85	17	\$150.44
2,244,000	Colour Picture - Ceramic	VLC	\$573.45	\$555.75	\$17.70	17	\$300.88
2,247,000	Black & White Picture - Ceramic	VLC	\$374.34	\$362.83	\$11.50	1	\$11.50
2,249,000	Niche Plate includes installation	VLC	\$1,195.58	\$1,158.41	\$37.17	35	\$1,300.88
2,250,000	Niche Plate Scroll	VLC	\$373.45	\$361.95	\$11.50	12	\$138.05
2,251,000	Bud Vase includes installation	VLC	\$348.67	\$338.05	\$10.62	15	\$159.29
2,255,000	Crucifix with Christ - 500315	VLC	\$200.00	\$193.81	\$6.19	2	\$12.39
2,256,000	Christ - 500319	VLC	\$174.34	\$169.03	\$5.31	3	\$15.93
2,257,000	Madonna - 500321	VLC	\$174.34	\$169.03	\$5.31	1	\$5.31

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,258,000	Angel (Facing Right) - 500327	VLC	\$124.78	\$121.24	\$3.54	1	\$3.54
2,259,000	Angel (Facing Left) - 500326	VLC	\$124.78	\$121.24	\$3.54	2	\$7.08
2,260,000	Pieta - 300326	VLC	\$348.67	\$338.05	\$10.62	1	\$10.62
2,261,000	Madonna & Child with Halo - 500329	VLC	\$174.34	\$169.03	\$5.31	2	\$10.62
2,262,000	Christ with Crown of Thorns - 500330	VLC	\$174.34	\$169.03	\$5.31	1	\$5.31
2,263,000	Sacred Heart - 500340	VLC	\$174.34	\$169.03	\$5.31	1	\$5.31
2,264,000	Praying Hands - 500375	VLC	\$174.34	\$169.03	\$5.31	1	\$5.31
2,265,000	Rose - 500396	VLC	\$223.89	\$216.81	\$7.08	1	\$7.08
2,280,000	2' 2" x 1' 2"	VLC	\$449.56	\$435.40	\$14.16	1	\$14.16
2,281,000	2' 4" x 1' 2"	VLC	\$483.19	\$468.14	\$15.04	2	\$30.09
2,284,000	2' 10" x 1' 2"	VLC	\$583.19	\$565.49	\$17.70	3	\$53.10
2,288,000	3' 6" x 1' 2"	VLC	\$723.89	\$701.77	\$22.12	5	\$110.62
2,291,000	4' 0" x 1' 2"	VLC	\$823.01	\$797.35	\$25.66	2	\$51.33
2,294,000	5' 6" x 1' 2"	VLC	\$1,121.24	\$1,086.73	\$34.51	1	\$34.51
2,296,000	6' 6" x 1' 4"	VLC	\$1,494.69	\$1,448.67	\$46.02	2	\$92.04

Estimated Revenue Generation - Existing Fees

Fee ID	Fee Title	Department or Division	Proposed 2023 Rate without taxes	2022 Rate without taxes	Change in Rate	Estimated Quantity Sold	Estimated Revenue
2,298,000	Standard Granite Dedication Bench	VLC	\$1,494.69	\$1,448.67	\$46.02	2	\$92.04

Subtotal: Victoria Lawn Cemetery \$40,230

Total \$188,200

Municipal Comparators					St. Catharines	Comparator Average	Rates and Fees (Before Taxes) for Single-Tier Municipalities					Rates and Fees (Before Taxes) for Lower-Tier Municipalities				
2021 Estimated Average Household Income					\$85,291		\$102,948	\$106,677	\$97,888	\$92,986	\$77,965	\$103,100	\$96,368	\$84,372	\$97,337	\$119,241
Population (2021)					136,803		147,829	143,740	132,485	108,843	229,660	138,479	256,885	94,415	175,383	121,436
Fee ID	Fee Title	Department or Division	Fee		Comparator Average	Barrie	Guelph	Kingston	Thunder Bay	Windsor	Cambridge	Kitchener	Niagara Falls	Oshawa	Waterloo	
			2022	2023												
816,000	Emergency Gas Line Response each additional 1/2 hour per apparatus *Fee is equal to half hour MTO rate	FS	\$242.10	\$288.05	-	\$288.08	-	Cost Recovery	-	\$288.08	-	-	\$288.08	Job Specific Costing	-	
				Per Half Hour per apparatus		Per Half Hour per apparatus	Does Not Exist	Per Situation	Does Not Exist	Per Half Hour per	Does Not Exist	Does Not Exist	Per Half Hour per apparatus	Per Case	Does Not Exist	
New	Swim Instructor - Lifesaving Society	CRCS	-	\$152.55	\$156.86	-	-	-	-	-	-	156.86	-	-	-	
				Per Course		Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Per Course	Does Not Exist	Does Not Exist	Does Not Exist	
New	Lifesaving Instructor - Lifesaving Society	CRCS	-	\$187.60	\$195.05	-	-	-	-	-	-	\$188.24	-	\$201.85	-	
				Per Course		Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Per Course	Does Not Exist	Per Course	Does Not Exist	
New	Swim Instructor and Lifesaving Instructor	CRCS	-	\$316.40	\$348.72	\$280.00	\$308.75	-	-	\$385.00	\$327.20	-	-	\$399.25	\$392.13	
				Per Course		Per Course	Per Course	Does Not Exist	Does Not Exist	Per Course	Per Course	Does Not Exist	Does Not Exist	Per Course	Per Course	
New	Lifesaving Swimmer 5-6	CRCS	-	\$7.95	-	\$7.62	\$8.82	\$15.62	\$11.99	-	\$10.92	\$9.11	\$9.37	-	\$8.32	
				Per Class		Per Lesson	Per Lesson	Per Lesson	Per Lesson	Does Not Exist	Per Lesson	Per Lesson	Per Lesson	Does Not Exist	Per Lesson	
New	Museum Kids Subscription Box	CRCS	-	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	\$45.20	
				Flat Fee		Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	
New	Special Event Staffing Fee	CRCS	-	Job Specific Costing	-	-	\$79.17	-	-	Cost Recovery	Cost Recovery	-	-	-	Cost Recovery	
				Per Event		Does Not Exist	Per Hour	Does Not Exist	Does Not Exist	per hour	per hour	Does Not Exist	Does Not Exist	Does Not Exist	Per Hour	
New	Not for Profit Film Permit Fee	EDTS	-	\$28.25	-	-	-	-	-	-	-	-	-	-	-	
				Flat Fee		Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	Does Not Exist	
New	Tax Reminder Fee	FMS	-	\$5.00	-	\$10.00	\$10.00	-	\$5.00	-	\$5.00	-	-	\$5.00	-	
				Per Roll Number		Per Letter	Per Letter	Does Not Exist	Per Letter	Does Not Exist	Per Letter	Does Not Exist	Does Not Exist	Per Letter	Does Not Exist	

City Management Services, Director

Municipal Comparators					St. Catharines		Rates and Fees (Before Taxes) for Single-Tier Municipalities					Rates and Fees (Before Taxes) for Lower-Tier Municipalities				
2021 Estimated Average Household Income					\$85,291		\$102,948	\$106,677	\$97,888	\$92,986	\$77,965	\$103,100	\$96,368	\$84,372	\$97,337	\$119,241
Population (2021)					136,803		147,829	143,740	132,485	108,843	229,660	138,479	256,885	94,415	175,383	121,436
Fee ID	Fee Title	Department or Division	Fee		Comparator Average	Barrie	Guelph	Kingston	Thunder Bay	Windsor	Cambridge	Kitchener	Niagara Falls	Oshawa	Waterloo	
			2022	2023												
New	Water Reminder Fee	FMS	-	\$5.00	-	\$10.00	\$10.00	-	\$5.00	-	\$5.00	-	-	\$5.00	-	
				Per Account		Per Letter	Per Letter	Does Not Exist	Per Letter	Does Not Exist	Per Letter	Does Not Exist	Does Not Exist	Per Letter	Does Not Exist	
New	By-law Enforcement Admin Fee	PBS	-	\$250.00	\$179.24	Costs plus 50%	\$160.00	\$250.00	\$150.00	\$215.00	\$250.00	\$50.45	-	Costs	\$86.35	
				Flat Fee		Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Flat Fee	Does Not Exist	Flat Fee	Per Hour	

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Community, Recreation and Culture Services

Department Policies

- All facility rentals are subject to insurance rates varied by age, group size and activity.
- Non-resident program registration will commence 48 hours after online registraton for residents.
- No refunds or transfers will be issued after the third class. If the program has started, registration fees will be refunded on a pro-rated basis. A program withdrawal refund request form must be completed and approved.
- All aquatic registered programs are subject to a \$2.30 facility surcharge (HST included).
- Replacement receipts are subject to a **\$6.40 fee** (HST included).
- The cancellation of scheduled rentals with less than three (3) business days notice are subject to a Non-Rental Fee.
- Scheduled rentals with no one in attendance (no-show) is subject to the Non-Rental Fee.
- Program withdrawals are subject to an Administration Fee.
- A volunteer/caregiver/personal support worker accompanying a paying person with a disability enters free of charge.

Non-Rental Fee	Per Rental	\$50.75	\$6.60	\$57.35	\$49.16	\$6.39	\$55.55	3.2%
Administration Fee	Per Withdrawal	\$11.33	\$1.47	\$12.80	\$10.97	\$1.43	\$12.40	3.2%
Replacement Receipt Fee	Per Receipt	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Play Cards (Valid for 12 Entries)								
<div><div>• Valid for public swimming, public skating programs and drop-in recreation programs.</div><div>• Family rate is for adults and children of an immediate family, living in the same household.</div></div>								
Children	Per Card	\$30.45	\$0.00	\$30.45	\$29.50	\$0.00	\$29.50	3.2%
Youth	Per Card	\$30.13	\$3.92	\$34.05	\$29.20	\$3.80	\$33.00	3.2%
Older Adult	Per Card	\$31.50	\$4.10	\$35.60	\$30.53	\$3.97	\$34.50	3.2%
Adult	Per Card	\$41.55	\$5.40	\$46.95	\$40.27	\$5.23	\$45.50	3.2%
Family	Per Card	\$109.60	\$14.25	\$123.85	\$106.19	\$13.81	\$120.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Aquatics
Division Policies

- Non-resident program registration will commence 48 hours after online registration for residents.
- Non-resident waiting period will be applied to all Lifesaving Society Preschool and Swimmer swim lessons, Swim All Year, Canadian Swim Patrol, private and semi-private lessons.
- No refunds or transfers will be issued after the third class. If the program has started, registration fees will be refunded on a pro-rated basis. A program withdrawal refund request form must be completed and approved.
- All registered programs and rentals are subject to a \$2.30 facility surcharge (HST included).
- A volunteer/caregiver/personal support worker accompanying a paying person with a disability enters free of charge.

Registered Programs

Dynamite Drop-in Lessons	Per Lesson	\$5.50	\$0.00	\$5.50	\$5.35	\$0.00	\$5.35	2.8%
Dynamite Drop-in Play Card	Per Card	\$27.40	\$0.00	\$27.40	\$26.65	\$0.00	\$26.65	2.8%
Adult Water Safety Lessons	Per Lesson	\$8.81	\$1.14	\$9.95	\$8.54	\$1.11	\$9.65	3.1%
Teen Water Safety Lessons	Per Lesson	\$8.05	\$1.05	\$9.10	\$7.79	\$1.01	\$8.80	3.4%

Child Water Safety Lessons

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Lifesaving Preschool and Swimmer Level 1-4	Per Lesson	\$7.50	\$0.00	\$7.50	\$7.25	\$0.00	\$7.25	3.4%
Swim Patrol and Jr. Lifeguard Club at Kiwanis Aquatics	Per Lesson	\$8.25	\$0.00	\$8.25	\$8.00	\$0.00	\$8.00	3.1%

Private Instruction

Child	Per Lesson	\$26.45	\$0.00	\$26.45	\$25.65	\$0.00	\$25.65	3.1%
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Semi Private Instruction

Child	Per Lesson	\$18.60	\$0.00	\$18.60	\$18.00	\$0.00	\$18.00	3.3%
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W'ittle Water Works, per class

W'ittle Water Works	Per Lesson	\$7.75	\$0.00	\$7.75	\$7.50	\$0.00	\$7.50	3.3%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Leadership Classes

• For all aquatics leadership programs, refunds will only be issued for withdrawals completed 14 days prior to the start of the program.

Bronze Medallion	Per Course	\$156.19	\$20.31	\$176.50	\$151.37	\$19.68	\$171.05	3.2%
Bronze Star	Per Course	\$82.92	\$10.78	\$93.70	\$80.35	\$10.45	\$90.80	3.2%
Bronze Cross	Per Course	\$112.26	\$14.59	\$126.85	\$108.76	\$14.14	\$122.90	3.2%
National Lifeguard Service	Per Course	\$278.14	\$36.16	\$314.30	\$269.51	\$35.04	\$304.55	3.2%
National Lifeguard Saving Recertification	Per Course	\$78.05	\$10.15	\$88.20	\$75.62	\$9.83	\$85.45	3.2%
Extended National Lifeguard Service Recertification	Per Course	\$102.48	\$13.32	\$115.80	\$99.29	\$12.91	\$112.20	3.2%
Standard First Aid	Per Course	\$112.61	\$14.64	\$127.25	\$109.12	\$14.18	\$123.30	3.2%
Standard First Aid Recertified	Per Course	\$68.32	\$8.88	\$77.20	\$66.19	\$8.61	\$74.80	3.2%
Aquatic Supervisory Training	Per Course	\$82.92	\$10.78	\$93.70	\$80.35	\$10.45	\$90.80	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Drop In Programs - Public Skating, Kiwanis Aquatics Centre Leisure Swim and Aquatic Activity

- Admittance fee per session includes Leisure Swim and Aquatic Activities, Public Skating and all drop-in recreation programs.
- Family rate is for adults and children of an immediate family, living in the same household.

Day Entry - Large Pool or Arena

Children	Per Day	\$3.05	\$0.00	\$3.05	\$2.95	\$0.00	\$2.95	3.4%
Youth	Per Day	\$3.01	\$0.39	\$3.40	\$2.92	\$0.38	\$3.30	3.0%
Older Adult	Per Day	\$3.14	\$0.41	\$3.55	\$3.05	\$0.40	\$3.45	2.9%
Adult	Per Day	\$4.16	\$0.54	\$4.70	\$4.03	\$0.52	\$4.55	3.3%
Family	Per Day	\$10.97	\$1.43	\$12.40	\$10.62	\$1.38	\$12.00	3.3%
Day Camp Leisure Swim Child	Per Entry	\$2.25	\$0.00	\$2.25	\$2.20	\$0.00	\$2.20	2.3%
Day Camp Lesson Child	Per Lesson	\$5.50	\$0.00	\$5.50	\$5.35	\$0.00	\$5.35	2.8%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Day Entry - Large Pool								
Women Only Swimming Adult	Per Entry	\$7.08	\$0.92	\$8.00	\$6.86	\$0.89	\$7.75	3.2%
Women Only Swimming Child	Per Entry	\$4.30	\$0.00	\$4.30	\$4.15	\$0.00	\$4.15	3.6%
Women Only Swimming Family	Per Entry	\$12.30	\$1.60	\$13.90	\$11.90	\$1.55	\$13.45	3.3%

Drop In Programs - Outdoor Pool Leisure Swim and Aquatic Activity

- Admittance fee per session includes Leisure Swim and Aquatic Activities.
- Family rate is for adults and children of an immediate family, living in the same household.

Day Entry - Large Pool

Children	Per Day	\$2.80	\$0.00	\$2.80	\$2.70	\$0.00	\$2.70	3.7%
Youth	Per Day	\$2.74	\$0.36	\$3.10	\$2.65	\$0.35	\$3.00	3.3%
Older Adult	Per Day	\$2.92	\$0.38	\$3.30	\$2.83	\$0.37	\$3.20	3.1%
Adult	Per Day	\$3.94	\$0.51	\$4.45	\$3.81	\$0.49	\$4.30	3.5%
Family	Per Day	\$10.22	\$1.33	\$11.55	\$9.91	\$1.29	\$11.20	3.1%
Outdoor Wading and Small Pool Recreational Swim	Per Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Passes

- The Child/Youth pass gains children and youth entry into Leisure Swims and Any Age Lengths.
- The Adult pass gains adults entry into Leisure Swims and Aquatic Activity Swims.
- The Family pass gains families entry into Leisure Swims and Aquatic Activity Swims (adult participants only).
- These passes cannot be used for Aqua Fitness classes or Therapeutic Aquatics.
- The family rate is for adults and children of an immediate family, living in the same household.

Children

3 Month Pass	Per Pass	\$45.90	\$0.00	\$45.10	\$43.70	\$0.00	\$43.70	3.2%
6 Month Pass	Per Pass	\$71.80	\$0.00	\$71.80	\$69.55	\$0.00	\$69.55	3.2%

Youth

3 Month Pass	Per Pass	\$54.65	\$7.10	\$61.75	\$52.96	\$6.89	\$59.85	3.2%
6 Month Pass	Per Pass	\$90.80	\$11.80	\$102.60	\$87.96	\$11.44	\$99.40	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Older Adult								
3 Month Pass	Per Pass	\$46.50	\$6.05	\$52.55	\$45.04	\$5.86	\$50.90	3.2%
6 Month Pass	Per Pass	\$74.47	\$9.68	\$84.15	\$72.17	\$9.38	\$81.55	3.2%
One Year	Per Year	\$93.63	\$12.17	\$105.80	\$90.71	\$11.79	\$102.50	3.2%
Adult								
3 Month Pass	Per Pass	\$73.45	\$9.55	\$83.00	\$71.19	\$9.26	\$80.45	3.2%
6 Month Pass	Per Pass	\$124.38	\$16.17	\$140.55	\$120.53	\$15.67	\$136.20	3.2%
One Year	Per Year	\$156.81	\$20.39	\$177.20	\$151.95	\$19.75	\$171.70	3.2%
Family								
3 Month Pass	Per Pass	\$197.70	\$25.70	\$223.40	\$191.55	\$24.90	\$216.45	3.2%
6 Month Pass	Per Pass	\$329.42	\$42.83	\$372.25	\$319.20	\$41.50	\$360.70	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Summer Leisure Swim, Skate and Swim Activity Pass

- Dated for the duration of summer pool (July/Aug) operation.
 - The Child/Youth pass gains children and youth entry into Leisure Swims and Any Age Lengths.
 - The Adult pass gains adults entry into Leisure Swims and Aquatic Activity Swims.
 - The Family pass gains families entry into Leisure Swims and Aquatic Activity Swims (adult participants only).
- These passes cannot be used for Aqua Fitness classes or Therapeutic Aquatics.
- The family rate is for adults and children of an immediate family, living in the same household.

Children	Per Pass	\$33.85	\$0.00	\$33.85	\$32.80	\$0.00	\$32.80	3.2%
Youth	Per Pass	\$39.03	\$5.07	\$44.10	\$37.83	\$4.92	\$42.75	3.2%
Older Adult	Per Pass	\$34.12	\$4.43	\$38.55	\$33.05	\$4.30	\$37.35	3.2%
Adult	Per Pass	\$51.28	\$6.67	\$57.95	\$49.69	\$6.46	\$56.15	3.2%
Family	Per Pass	\$126.46	\$16.44	\$142.90	\$122.52	\$15.93	\$138.45	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Fitness

- A Fitness Play Card is limited to Drop-In Aquatic Fitness Classes.
- A Fitness Play Card gains you 12 entries into the pool. The Fitness Play Card may be used for any Aquatic Fitness that does not require registration or for any Leisure Swim or Aquatic Activity Swim.

Adult

Pay As You Go Fitness	Per Class	\$6.64	\$0.86	\$7.50	\$6.42	\$0.83	\$7.25	3.4%
Clip Card Fitness - 12 Visits	Per Pass	\$66.19	\$8.61	\$74.80	\$64.16	\$8.34	\$72.50	3.2%
3 Month Fitness Pass	Per Pass	\$154.47	\$20.08	\$174.55	\$149.69	\$19.46	\$169.15	3.2%
6 Month Fitness Pass	Per Pass	\$286.55	\$37.25	\$323.80	\$277.65	\$36.10	\$313.75	3.2%
Adult Private Fitness	Per Class	\$18.76	\$2.44	\$21.20	\$18.19	\$2.36	\$20.55	3.2%
Adult Semi Private Fitness	Per Class	\$15.62	\$2.03	\$17.65	\$15.13	\$1.97	\$17.10	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Older Adult								
Pay As You Go Fitness	Per Class	\$4.38	\$0.57	\$4.95	\$4.25	\$0.55	\$4.80	3.1%
Clip Card Fitness - 12 Visits	Per Pass	\$43.85	\$5.70	\$49.55	\$42.48	\$5.52	\$48.00	3.2%
3 Month Fitness Pass	Per Pass	\$94.51	\$12.29	\$106.80	\$91.59	\$11.91	\$103.50	3.2%
6 Month Fitness Pass	Per Pass	\$176.55	\$22.95	\$199.50	\$171.06	\$22.24	\$193.30	3.2%
Older Adult Private Fitness	Per Class	\$17.79	\$2.31	\$20.10	\$17.26	\$2.24	\$19.50	3.1%
Older Adult Semi Private Fitness	Per Class	\$14.65	\$1.90	\$16.55	\$14.20	\$1.85	\$16.05	3.1%
Masters Swim Program								
Masters Swim Program per class	Per Class	\$9.96	\$1.29	\$11.25	\$9.65	\$1.25	\$10.90	3.2%
Lost Swim Pass Replacement Fee (available only with proof of payment)	Per Card	\$5.97	\$0.78	\$6.75	\$5.80	\$0.75	\$6.55	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Pool Rentals

- Rentals two (2) hours or longer require an additional lifeguard. An additional lifeguard fee applies.
- Lifeguard requirements:
 - for 1 to 30 participants two lifeguards are required
 - for 31 to 125 participants three lifeguards are required
 - for 126 to 400 participants four lifeguards are required

Additional Lifeguard Fee	Per Hour	\$17.70	\$2.30	\$20.00	\$17.17	\$2.23	\$19.40	3.1%
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City Pools

Warm Water Pool and Small Pool

Whole Pool Rental, 1-30 people	Per Hour	\$110.27	\$14.33	\$124.60	\$106.86	\$13.89	\$120.75	3.2%
Whole Pool Rental, 31-109 people	Per Hour	\$138.14	\$17.96	\$156.10	\$133.85	\$17.40	\$151.25	3.2%

Lane Pool

1 Lane Leisure Swim Rental, per hour, 10 people maximum	Per Hour	\$19.34	\$2.51	\$21.85	\$18.72	\$2.43	\$21.15	3.3%
1 Lane Lanes Swim Rental, per hour, 10 people maximum	Per Hour	\$14.69	\$1.91	\$16.60	\$14.25	\$1.85	\$16.10	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Outdoor Pools								
Whole Pool Rental, per hour, 165 people maximum	Per Hour	\$138.14	\$17.96	\$156.10	\$133.85	\$17.40	\$151.25	3.2%
1/2 Pool Rental, per hour, 31-128 people maximum	Per Hour	\$110.27	\$14.33	\$124.60	\$106.86	\$13.89	\$120.75	3.2%
All Outdoor Small Pools								
Small Pool Rental, per hour, 1-30 people maximum	Per Hour	\$110.27	\$14.33	\$124.60	\$106.86	\$13.89	\$120.75	3.2%
Small Pool Rental, per hour, 31-128 people maximum	Per Hour	\$138.14	\$17.96	\$156.10	\$133.85	\$17.40	\$151.25	3.2%
Swim to Survive Program (1 hour, 5 week session)								
Per Instructor (1 instructor per 8 children)	Per Hour	\$18.45	\$0.00	\$18.45	\$15.35	\$0.00	\$15.35	20.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
School Lessons								
1-20 children	Per Program	\$281.55	\$0.00	\$281.55	\$272.80	\$0.00	\$272.80	3.2%
Additional child, per session, maximum 20 additional children	Per Program	\$14.15	\$0.00	\$14.15	\$13.70	\$0.00	\$13.70	3.3%
Affiliate Rental								
1 Lane Rental, per hour, 10 people maximum	Per Hour	\$12.48	\$1.62	\$14.10	\$12.08	\$1.57	\$13.65	3.3%
Special Olympics								
1 Lane Rental, per hour, 10 people maximum	Per Hour	\$12.43	\$1.62	\$14.05	\$12.04	\$1.56	\$13.60	3.3%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Arena Rentals

Ice Rental Fees

- Ice rental rates are subject to a \$11.30 per hour facility surcharge (HST included).
- Ice rental rates on the Mini Rink are subject to a \$3.40 per hour surcharge (HST included).
- Ice rental prices depend on the rental date and time of day:
 - Prime Time: Prime times for ice arena rentals are Monday to Friday from 5 p.m. to 11 p.m., weekends from 7 a.m. to 11p.m., and statutory holidays. All ice arena rentals in July and August are considered Prime Time.
 - Non-Prime Time: Non-prime times for ice arena rentals from September 1 to June 30 are Monday to Friday from midnight to 5 p.m., weekends from midnight to 7 a.m., and daily from 11 p.m. to midnight.
- Youth rates only apply to formal youth groups/associations. Adult fees apply to all private rentals.
 - Adult and private groups are classified as 20 years of age and older.
 - Youth groups are classified as 19 years of age and under.
 - Rates become effective April 1, 2023.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Adults/Private - Prime (20 years and older) all arenas	Per Hour	\$208.14	\$27.06	\$235.20	\$201.68	\$26.22	\$227.90	3.2%
Youth Groups - Prime (19 years and under)	Per Hour	\$170.00	\$22.10	\$192.10	\$164.73	\$21.42	\$186.15	3.2%
Youth Groups - Non-prime (19 years and under)	Per Hour	\$72.39	\$9.41	\$81.80	\$70.13	\$9.12	\$79.25	3.2%
Adult/Private - Non-prime (20 years and older)	Per Hour	\$121.73	\$15.82	\$137.55	\$117.96	\$15.34	\$133.30	3.2%
Ice Rentals Made under 72 hours in advance	Per Hour	\$157.61	\$20.49	\$178.10	\$152.74	\$19.86	\$172.60	3.2%
Mini Practice Rink								
Prime Time Rate	Per 1/2 Hour	\$24.78	\$3.22	\$28.00	\$24.03	\$3.12	\$27.15	3.1%
Non-prime Time Rate	Per 1/2 Hour	\$19.42	\$2.53	\$21.95	\$18.81	\$2.44	\$21.25	3.3%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Arena Dry Sports Floor Use (Lacrosse, Ball Hockey, Etc.)

Youth Games/Practices or Non-Profit Event	Per Hour	\$71.02	\$9.23	\$80.25	\$68.81	\$8.94	\$77.75	3.2%
Adult Games/Practices or Non-Profit Event	Per Hour	\$87.83	\$11.42	\$99.25	\$85.09	\$11.06	\$96.15	3.2%
Event Rate - Commercial (dry or ice)	Per Hour	\$202.74	\$26.36	\$229.10	\$196.46	\$25.54	\$222.00	3.2%

Arena Play Cards

Play Card - Shinny Hockey 18+ (12 visits)	Per Card	\$79.82	\$10.38	\$90.20	\$77.35	\$10.05	\$87.40	3.2%
Play Card - Shinny Hockey Student (12 visits)	Per Card	\$30.22	\$3.93	\$34.15	\$29.29	\$3.81	\$33.10	3.2%
Play Card - Pond Hockey 65+ (12 visits)	Per Card	\$30.22	\$3.93	\$34.15	\$29.29	\$3.81	\$33.10	3.2%
Play Card - Ticket Ice (12 visits)	Per Card	\$65.18	\$8.47	\$73.65	\$63.14	\$8.21	\$71.35	3.2%
Play Card - Stick & Puck (12 visits)	Per Card	\$75.09	\$9.76	\$84.85	\$72.74	\$9.46	\$82.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Other Rentals and Uses (Community and Non-Profit Groups)								
Storage Areas	Per Square Foot per Year	\$12.79	\$1.66	\$14.45	\$12.39	\$1.61	\$14.00	3.2%
Arena vendor space (8 foot table)	Per Day	\$24.91	\$3.24	\$28.15	\$24.16	\$3.14	\$27.30	3.1%
Public Skating Sponsor (includes staff costs)	Per Hour	\$214.56	\$27.89	\$242.45	\$207.92	\$27.03	\$234.95	3.2%
Ticket Ice	Per Person	\$6.55	\$0.85	\$7.40	\$6.33	\$0.82	\$7.15	3.5%
Adult Shinny Hockey (per person)	Per Two Hour Block	\$8.01	\$1.04	\$9.05	\$7.74	\$1.01	\$8.75	3.4%
Older Adults' Pond Hockey	Per Person per hour	\$3.01	\$0.39	\$3.40	\$2.92	\$0.38	\$3.30	3.0%
Stick and Puck (One Youth and One Adult)	Per Hour	\$7.48	\$0.97	\$8.45	\$7.26	\$0.94	\$8.20	3.0%
Stick and Puck Additional Child	Per Hour	\$2.85	\$0.00	\$2.85	\$2.75	\$0.00	\$2.75	3.6%

Proposed Rates and Fees 2023

Management Services, Director 2023 Sched

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Carousel								
Carousel Ride	Per Ride	\$0.05	\$0.00	\$0.05	\$0.05	\$0.00	\$0.05	0.0%
Carousel Rental (Private/Exclusive) - per 30 minutes	Per Event	\$78.05	\$10.15	\$88.20	\$75.62	\$9.83	\$85.45	3.2%
Lakeside Park Carousel - Season Pass (per person)	Per Season	\$18.89	\$2.46	\$21.35	\$18.32	\$2.38	\$20.70	3.1%
Courtesy Ride Sponsorship Program	Per Hour	\$154.40	\$0.00	\$154.40	\$149.60	\$0.00	\$149.60	3.2%

Community Rooms in Arenas, Centres, Museum and Pool

After Hours and Late Night Premium Rental Fee	Per Hour	\$26.86	\$3.49	\$30.35	\$26.02	\$3.38	\$29.40	3.2%
Smallware Rental Fee for Small Meeting Rooms	Per Day	\$28.14	\$3.66	\$31.80	\$27.26	\$3.54	\$30.80	3.2%
Smallware Rental Fee for Large Meeting Rooms	Per Day	\$56.28	\$7.32	\$63.60	\$54.56	\$7.09	\$61.65	3.2%
Large Gym/Hall Rental (Capacity of Over 150)	Per Hour	\$48.81	\$6.34	\$55.15	\$47.30	\$6.15	\$53.45	3.2%

• Rooms Include: Port Weller Gymnasium, Russell Ave Assembly Room, Dunlop Drive Large Hall, Lockview Lounge - Museum, Kiwanis Aquatics Centre - Lawrence Locke and Irene Room Combined (maximum capacity 54).

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Large Meeting Rooms (Capacity of 56 to 150)	Per Hour	\$34.16	\$4.44	\$38.60	\$33.10	\$4.30	\$37.40	3.2%
• Rooms Include: Russell Avenue Meeting Room, Dunlop Drive Small Hall, Port Dalhousie Hall, Meridian Room - SH, West St. Catharines Main Hall, Burgoyne Room - Museum, Kiwanis Aquatics Centre - Irene Room (max capacity 36).								
Small Meeting Rooms (Capacity of 55 or less)	Per Hour	\$21.46	\$2.79	\$24.25	\$20.80	\$2.70	\$23.50	3.2%
• Rooms Include: Dunlop Drive Craft, Port Weller Birthday Party Room, Russell Avenue Craft Room, 1/2 Meridian Room - SH, Kiwanis Aquatics Centre - Lawrence Locke Room (max capacity 18) Kiwanis Aquatics Centre - Meeting Room (max capacity 8).								
Vendor Space Rental Table Size Lobby Non-Profit	Per Event	\$24.38	\$3.17	\$27.55	\$23.63	\$3.07	\$26.70	3.2%
Vendor Space Rental Table Size Lobby Profit	Per Event	\$48.81	\$6.34	\$55.15	\$47.30	\$6.15	\$53.45	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Youth Arena Room Rental - Tournaments / Off-Ice Training

- No charge for purposes of a meeting in arena for a youth group who rents facilities regularly with the City of St. Catharines.
- One meeting per month per organization maximum.

Large Meeting Room	Per Hour	\$18.98	\$2.47	\$21.45	\$18.41	\$2.39	\$20.80	3.1%
Small Meeting Room	Per Hour	\$13.72	\$1.78	\$15.50	\$13.27	\$1.73	\$15.00	3.3%

Tables and Chairs (Subject to Availability)

- Table and chair restrictions may apply where floor damage could occur.

Table and Chair Rental with Delivery	Per Day	\$22.57	\$2.93	\$25.50	\$21.86	\$2.84	\$24.70	3.2%
Additional Table	Per Table	\$2.48	\$0.32	\$2.80	\$2.39	\$0.31	\$2.70	3.7%
Additional Chair	Per Chair	\$1.15	\$0.15	\$1.30	\$1.11	\$0.14	\$1.25	4.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Museum Room Specifics

- Additional equipment required for rentals will be charged the actual amount paid by the Museum, this could include linens, additional sound and lighting equipment, catering services etc.
- Museum room rentals include use of: coffee maker, podium, LCD projector (Burgoyne Room only), chairs and tables, and flip charts.

Portable Sound System	Per Day	\$56.28	\$7.32	\$63.60	\$54.56	\$7.09	\$61.65	3.2%
Setup and Take Down (by Museum staff)	Per Hour	\$22.57	\$2.93	\$25.50	\$21.86	\$2.84	\$24.70	3.2%

Community Based Volunteer Group Rental Fee

Community Based Volunteer Group Rental Fee	Per Square Foot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
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Market Square

- Discounts - booking two (2) days per week 25%, three (3) days 45%, MyPick Verified 45%.
- Additional hydro rates, sound system or custodial rates may apply.

Weekday Rate (Farmers Market - Vendor Stall)	Per Day	\$12.96	\$1.69	\$14.65	\$12.57	\$1.63	\$14.20	3.2%
Weekend Rate (Farmers Market - Vendor Stall)	Per Day	\$25.04	\$3.26	\$28.30	\$24.25	\$3.15	\$27.40	3.3%
Hydro Access	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Private Rentals - Commercial

Per Day Commercial Rate	Per Day	\$439.20	\$57.10	\$496.30	\$425.58	\$55.32	\$480.90	3.2%
Blocking of Parking Spots (Monday - Friday)	Per Permit per Spot	\$13.55	\$0.00	\$13.55	\$13.15	\$0.00	\$13.15	3.0%
Festival (600 people or greater)	Per Day	\$772.08	\$100.37	\$872.45	\$748.14	\$97.26	\$845.40	3.2%
Parking lot usage	Per Hour	\$52.92	\$6.88	\$59.80	\$51.28	\$6.67	\$57.95	3.2%

Private Rentals - Non-Profit and Charitable

Per Day Non-Profit and Charitable Rate	Per Day	\$220.58	\$28.67	\$249.25	\$213.72	\$27.78	\$241.50	3.2%
Blocking of Parking Spots (Monday - Friday)	Per Permit per Spot	\$13.55	\$0.00	\$13.55	\$13.15	\$0.00	\$13.15	3.0%
Festival (600 people or greater)	Per Day	\$441.15	\$57.35	\$498.50	\$427.48	\$55.57	\$483.05	3.2%
Parking Lot Usage	Per Hour	\$40.53	\$5.27	\$45.80	\$39.29	\$5.11	\$44.40	3.2%

Proposed Rates and Fees 2023

Management Services, Director

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Per Hour Surcharge (for use beyond regular business hours, subject to change)								
Monday to Saturday	Per Hour	\$34.20	\$4.45	\$38.65	\$24.51	\$3.19	\$27.70	39.5%
Sunday	Per Hour	\$45.62	\$5.93	\$51.55	\$49.07	\$6.38	\$55.45	-7.0%

Parks and Playing Fields

City Tree Removal and Replacement

City Tree Removal and Replacement	Per Tree	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Permit to Injure or Destroy a City or shared tree (first tree)	Per Tree	\$108.25	\$0.00	\$108.25	\$104.90	\$0.00	\$104.90	3.2%
Permit to Injure or Destroy a City or shared tree (each additional tree after the first)	Per Tree	\$54.10	\$0.00	\$54.10	\$52.40	\$0.00	\$52.40	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Tree Replacement (does not include costs of removal)								
Up to 60 mm caliper	Per Tree	\$432.35	\$56.20	\$488.55	\$418.94	\$54.46	\$473.40	3.2%
Up to 100 mm caliper	Per Tree	\$647.04	\$84.11	\$731.15	\$626.99	\$81.51	\$708.50	3.2%
Up to 200 mm caliper	Per Tree	\$972.08	\$126.37	\$1,098.45	\$941.95	\$122.45	\$1,064.40	3.2%
In excess of 200mm caliper (to be evaluated individually by the staff)	Per Tree	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Clearing of Diseased Fruit Trees on Private Lots (Administation fee 10% of overhead to a maximum of \$100.00)	Per Tree	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Memorial Tree	Per Tree	\$651.95	\$0.00	\$651.95	\$631.75	\$0.00	\$631.75	3.2%

Memorial Benches (Including Required Concrete Pad)

Port Dalhousie Style	Per Bench	\$3,717.20	\$0.00	\$3,717.20	\$3,601.95	\$0.00	\$3,601.95	3.2%
Parkway Style	Per Bench	\$2,774.00	\$0.00	\$2,774.00	\$2,688.00	\$0.00	\$2,688.00	3.2%
Elizabethan Style	Per Bench	\$3,440.10	\$0.00	\$3,440.10	\$3,333.45	\$0.00	\$3,333.45	3.2%
Maglin Bench	Per Bench	\$2,774.00	\$0.00	\$2,774.00	\$2,688.00	\$0.00	\$2,688.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Horticulture Display Rental

1 Pot	Per Pot	\$80.00	\$10.40	\$90.40	\$77.52	\$10.08	\$87.60	3.2%
2 Pots	Per Pot	\$150.31	\$19.54	\$169.85	\$145.66	\$18.94	\$164.60	3.2%
3 Pots	Per Pot	\$209.82	\$27.28	\$237.10	\$203.32	\$26.43	\$229.75	3.2%
4 Pots	Per Pot	\$259.60	\$33.75	\$293.35	\$251.55	\$32.70	\$284.25	3.2%
Each additional pot beyond four (4)	Per Pot	\$65.35	\$8.50	\$73.85	\$63.32	\$8.23	\$71.55	3.2%

Park Access For Personal Use

Park Restoration Fee	Does Not Exist	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Park Permit (Small Picnics, Photos)

Photography	Per Hour	\$34.16	\$4.44	\$38.60	\$33.10	\$4.30	\$37.40	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
General/Basic Reservations								
0-49 people	Per Day	\$87.83	\$11.42	\$99.25	\$85.09	\$11.06	\$96.15	3.2%
50-149 people	Per Day	\$165.97	\$21.58	\$187.55	\$160.84	\$20.91	\$181.75	3.2%
Over 150 people	Per Day	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Pavillion Reservation Fee								
0-49 people	Per Day	\$117.12	\$15.23	\$132.35	\$113.50	\$14.75	\$128.25	3.2%
50-149 people	Per Day	\$234.20	\$30.45	\$264.65	\$226.95	\$29.50	\$256.45	3.2%
Hydro usage in Pavillion during reservation (small events under 149)	Per Day	\$34.29	\$4.46	\$38.75	\$33.23	\$4.32	\$37.55	3.2%
Instructional Class - For Profit (fees charged)	Per Hour	\$24.38	\$3.17	\$27.55	\$23.63	\$3.07	\$26.70	3.2%
Mobile Vending Cart Park Permit	Per Month	\$243.98	\$31.72	\$275.70	\$236.42	\$30.73	\$267.15	3.2%
Service Club Sign	Per Location per year	\$121.95	\$15.85	\$137.80	\$118.19	\$15.36	\$133.55	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Special Events (outdoor open spaces e.g. park, parking surfaces)

- Special events are defined as renting three (3) or more amenities in a park and/or expected attendance of over 150 people with the exception of races/runs where space is used as a checkpoint only.
- For large picnics, family reunions, and events with less than 150 people refer to General/Basic Reservations for details.

Non-Profit, charitable organization	Per Day	\$361.59	\$47.01	\$408.60	\$350.40	\$45.55	\$395.95	3.2%
Commercial - for profit, business (Daily rate, plus out-of-pocket expenses ie: extra staff equipment, park reinstatement, garbage pickup, hydro at cost.)	Per Day	\$638.85	\$83.05	\$721.90	\$619.03	\$80.47	\$699.50	3.2%
Non-Profit Daycamp Rental Rates	Per Day	\$150.66	\$19.59	\$170.25	\$145.97	\$18.98	\$164.95	3.2%
Bleacher Rental (subject to availability and approval)	Per Day	\$180.75	\$23.50	\$204.25	\$175.13	\$22.77	\$197.90	3.2%
Bleacher delivery charge	Per Bleacher	\$722.70	\$93.95	\$816.65	\$700.31	\$91.04	\$791.35	3.2%
Picnic Table Rental 10 tables (includes delivery)	Per Day	\$578.27	\$75.18	\$653.45	\$560.35	\$72.85	\$633.20	3.2%
Garbage Can Rental - only included with picnic table rentals	Per Day	\$6.06	\$0.79	\$6.85	\$5.88	\$0.77	\$6.65	3.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Playing Fields - Seasonal Rentals

Type A Fields

- Fields include: Berkley Park, Grantham Lions Park, Lancaster Park, Lester B. Pearson Park, West Park, Community Park, Alex Mackenzie Park, Grapeview Park, and Joseph McCaffery Park.
- Type A fields are lighted diamonds or fields that are fenced, may have washrooms, bleachers and are lined as per schedules.
- Prime time hours are from 5 p.m. to 11 p.m. weekdays, 7 a.m. to 11 p.m. on weekends During non-prime hours, users pay Type B Rates.

Adults	Per Hour	\$33.67	\$4.38	\$38.05	\$32.61	\$4.24	\$36.85	3.3%
Minors	Per Hour	\$11.24	\$1.46	\$12.70	\$10.88	\$1.42	\$12.30	3.3%

Type B Fields

- Fields include: Bermuda Park, Bogart Street Park, Grantham Avenue Park, Guy Road Park, Kernahan Park, Realty Park, Trapper Leo Park, West Park, Cambria Drive Park, Catherine Street Park, Myles W. Pic Leeson Park, Linlake Park, Woodgale Park, Fitzgerlad Park, John Dempsey Park, Walkinshaw Park, Cameron Park, Douglas Park, and St. Patrick's Park.
- Type B fields are maintained on a regular basis, have bleachers and are lined as per schedules.

Adults	Per Hour	\$31.33	\$4.07	\$35.40	\$30.35	\$3.95	\$34.30	3.2%
Minors	Per Hour	\$7.96	\$1.04	\$9.00	\$7.70	\$1.00	\$8.70	3.4%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Type C Fields

- Fields include: Eastport Park, Fairhaven Park, Lakeview Park, Secord Woods Park, and Shauna Park.
- Type C fields are not lined and suitable for practice.

Adults	Per Hour	\$15.71	\$2.04	\$17.75	\$15.22	\$1.98	\$17.20	3.2%
Minors (minimum 3 hours per night)	Per Hour	\$2.52	\$0.33	\$2.85	\$2.43	\$0.32	\$2.75	3.6%

Playing Fields - Tournament Use

Type A Fields

- Type A fields are lighted diamonds or fields that are fenced, may have washrooms, bleachers and are lined as per schedules.

Adults	Per Hour	\$48.41	\$6.29	\$54.70	\$46.90	\$6.10	\$53.00	3.2%
Minors	Per Hour	\$14.12	\$1.83	\$15.95	\$13.67	\$1.78	\$15.45	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Type B Fields

• Type B fields are maintained on a regular basis, have bleachers and are lined as per schedules.

Adults	Per Hour	\$44.60	\$5.80	\$50.40	\$43.23	\$5.62	\$48.85	3.2%
Minors	Per Hour	\$11.46	\$1.49	\$12.95	\$11.11	\$1.44	\$12.55	3.2%

Other - Tournament Use

Tournament Additonal Lining	Per Hour	\$13.27	\$1.73	\$15.00	\$12.88	\$1.67	\$14.55	3.1%
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•Staff overtime charges may apply to any scheduled changes adding time with less than 72 hours notice.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Artificial Turf

- Artificial Turf rental prices depend on the rental date and time of week.
 - Prime-Time Hours: Monday to Friday (6:00 p.m. to 11:00 p.m., Saturday and Sunday 7:00 a.m. to 11:00 p.m.).
 - Non-Prime Hours: Monday to Friday (7:00 a.m. to 6:00 p.m.).
- Kiwanis Field is the only artifical turf field.

Youth Group Prime	Per Hour	\$68.41	\$8.89	\$77.30	\$66.28	\$8.62	\$74.90	3.2%
Youth Group Non-Prime	Per Hour	\$54.69	\$7.11	\$61.80	\$53.01	\$6.89	\$59.90	3.2%
Adults Prime	Per Hour	\$105.18	\$13.67	\$118.85	\$101.90	\$13.25	\$115.15	3.2%
Adults Non-Prime	Per Hour	\$78.05	\$10.15	\$88.20	\$75.62	\$9.83	\$85.45	3.2%
Commercial, Private Clubs, For Profit - Prime	Per Hour	\$180.13	\$23.42	\$203.55	\$174.56	\$22.69	\$197.25	3.2%
Commercial, Private Clubs, For Profit - Non-Prime	Per Hour	\$123.89	\$16.11	\$140.00	\$120.04	\$15.61	\$135.65	3.2%
Scoreboard	Per Hour	\$5.93	\$0.77	\$6.70	\$5.75	\$0.75	\$6.50	3.1%
Soccer Dressing Room - (Half Football/A or B)	Per Booking per day	\$17.30	\$2.25	\$19.55	\$16.77	\$2.18	\$18.95	3.2%
Football Dressing Room - (Half Football/A or B)	Per Booking per day	\$25.31	\$3.29	\$28.60	\$24.51	\$3.19	\$27.70	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Miscellaneous Field Fees								
Lighting	Per Hour	\$17.17	\$2.23	\$19.40	\$16.64	\$2.16	\$18.80	3.2%
Use of Dressing Rooms - Casual Use								
Per Season - Adults	Per Season	\$158.23	\$20.57	\$178.80	\$153.32	\$19.93	\$173.25	3.2%
Per Season - Minors	Per Season	\$93.81	\$12.19	\$106.00	\$90.88	\$11.82	\$102.70	3.2%
Exclusive Seasonal Use/Location/Room	Per Season	\$621.02	\$80.73	\$701.75	\$601.77	\$78.23	\$680.00	3.2%
Concession Booth								
Fee Per Hour	Per Hour	\$23.45	\$3.05	\$26.50	\$22.74	\$2.96	\$25.70	3.1%
Fee Per Day	Per Day	\$88.54	\$11.51	\$100.05	\$85.80	\$11.15	\$96.95	3.2%
Licensed (SOP) Event / Tournament	Per Hour	\$47.96	\$6.24	\$54.20	\$46.46	\$6.04	\$52.50	3.2%
Licensed (SOP) Event / Tournament	Per Day	\$181.64	\$23.61	\$205.25	\$176.02	\$22.88	\$198.90	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Food and Beverage Park Permit								
Food and Beverage Services in Park	Per Day	\$58.58	\$7.62	\$66.20	\$56.77	\$7.38	\$64.15	3.2%
Special Occasion Permit								
Liquor Licence Server with Food and Beverage Server	Per Day	\$102.48	\$13.32	\$115.80	\$99.29	\$12.91	\$112.20	3.2%
Party Rates and Fees								
Facility Cleaning Fee	Per Event	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Port Dalhousie Harbour

• These rates and fees represent municipal Port Dalhousie Harbour rates and fees. These services are currently provided by the Port Dalhousie Yacht Club, as such, municipal rates may differ from posted rates

Transient Dockage - Per Foot, Per 24 Hours, Without Hydro	Per Day	\$1.77	\$0.23	\$2.00	\$1.73	\$0.22	\$1.95	2.6%
Transient Dockage - Per Foot, Per 24 Hours, With Hydro	Per Day	\$2.04	\$0.26	\$2.30	\$1.99	\$0.26	\$2.25	2.2%
Flat Rate 3 Hours Maximum	Per Permit	\$6.99	\$0.91	\$7.90	\$6.77	\$0.88	\$7.65	3.3%
Dock Reservation Fee/Cancellation Charge	Per Permit	\$11.28	\$1.47	\$12.75	\$10.93	\$1.42	\$12.35	3.2%

Commercial Passenger Vessel

Per Foot/Per Season (April 1 to October 15)	Per Foot per season	\$94.47	\$12.28	\$106.75	\$91.55	\$11.90	\$103.45	3.2%
Per Foot of Dockage Leased	Per Foot per Month	\$16.06	\$2.09	\$18.15	\$15.58	\$2.02	\$17.60	3.1%
Per Day of Dockage Leased (Off Season)	Per Day	\$22.57	\$2.93	\$25.50	\$21.86	\$2.84	\$24.70	3.2%
Per Day of Dockage (April 1 to October 15)	Per Day	\$107.30	\$13.95	\$121.25	\$103.98	\$13.52	\$117.50	3.2%
Use of Hydro	Per Season	\$209.34	\$27.21	\$236.55	\$202.83	\$26.37	\$229.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Cross Lake Passenger Service								
Per Lineal Foot of Dockage Leased	Per Month	\$7.96	\$1.04	\$9.00	\$7.70	\$1.00	\$8.70	3.4%
Recreation Programs								
• Program costs may vary.								
Adult Program 18 years + (per hour, per class)	Per Hour	\$8.81	\$1.14	\$9.95	\$8.54	\$1.11	\$9.65	3.1%
Adult Single Entry	Per Class	\$4.16	\$0.54	\$4.70	\$4.03	\$0.52	\$4.55	3.3%
Children's Program								
Children's Program, (0-14 years) (per hour, per class)	Per Hour	\$6.60	\$0.00	\$6.60	\$6.40	\$0.00	\$6.40	3.1%
Child Single Entry	Per Class	\$3.05	\$0.00	\$3.05	\$2.95	\$0.00	\$2.95	3.4%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Youth Programs

Youth Program, (15 - 17 years) (per hour, per class)	Per Hour	\$6.86	\$0.89	\$7.75	\$6.64	\$0.86	\$7.50	3.3%
Youth Single Entry	Per Class	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Older Adult Programs

Older Adults' Centre Card * (January - December)	Per Person per season	\$51.95	\$6.75	\$58.70	\$50.35	\$6.55	\$56.90	3.2%
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• For individuals 50 + years, valid only at Older Adults' Centres and Community Centres Older Adults' Drop-in Programs.

Purchased January 1 to March 31	Per Person per season	\$51.95	\$6.75	\$58.70	\$50.35	\$6.55	\$56.90	3.2%
Purchased April 1 to June 30	Per Person per season	\$39.03	\$5.07	\$44.10	\$37.83	\$4.92	\$42.75	3.2%
Purchased July 1 to September 31	Per Person per season	\$26.11	\$3.39	\$29.50	\$25.31	\$3.29	\$28.60	3.1%
Purchased October 1 to December 31	Per Person per season	\$13.14	\$1.71	\$14.85	\$12.74	\$1.66	\$14.40	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Older Adult Membership-over 90 years of age, corresponding fee is no charge.	Per Person per season	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Older Adult (with membership)	Per Class	\$1.95	\$0.25	\$2.20	\$1.90	\$0.25	\$2.15	2.3%
Older Adult (non-member)	Per Class	\$3.14	\$0.41	\$3.55	\$3.05	\$0.40	\$3.45	2.9%

Family Programs

Family - Single Entry	Per Class	\$10.97	\$1.43	\$12.40	\$10.62	\$1.38	\$12.00	3.3%
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Volleyball and Tennis Courts

Court Rate	Per Hour	\$8.32	\$1.08	\$9.40	\$8.05	\$1.05	\$9.10	3.3%
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Tennis Court Rentals

Adult Lessons Per Hour (Permit Required)	Per Hour	\$14.90	\$0.00	\$14.90	\$14.45	\$0.00	\$14.45	3.1%
Children Lessons Per Hour (Permit Required)	Per Hour	\$7.05	\$0.00	\$7.05	\$6.85	\$0.00	\$6.85	2.9%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Membership (Unlimited Use) May 1 to October 31								
Adult	Per Season	\$68.19	\$8.86	\$77.05	\$66.06	\$8.59	\$74.65	3.2%
Children (14 and under)	Per Season	\$36.60	\$0.00	\$36.60	\$35.45	\$0.00	\$35.45	3.2%
Youth (15 to 17)	Per Season	\$36.68	\$4.77	\$41.45	\$35.53	\$4.62	\$40.15	3.2%
Older Adult	Per Season	\$38.50	\$5.00	\$43.50	\$37.30	\$4.85	\$42.15	3.2%
Family Membership (2 Adults and 2 Children)	Per Season	\$114.07	\$14.83	\$128.90	\$110.53	\$14.37	\$124.90	3.2%
Membership (Unlimited Use) September to October 31								
Adult (18 and over) (September to October 31)	Per Season	\$22.88	\$2.97	\$25.85	\$22.17	\$2.88	\$25.05	3.2%
Youth (15 to 17) (September to October 31)	Per Season	\$11.42	\$1.48	\$12.90	\$11.06	\$1.44	\$12.50	3.2%
Children (14 and under) (September to October 31)	Per Season	\$11.35	\$0.00	\$11.35	\$11.00	\$0.00	\$11.00	3.2%
Older Adult (September - October 31)	Per Season	\$11.95	\$1.55	\$13.50	\$11.59	\$1.51	\$13.10	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

St. Catharines Arts Award Program Ads

Business Card Size - 3.5" x 2"	Per Ad	\$113.36	\$14.74	\$128.10	\$109.87	\$14.28	\$124.15	3.2%
Half Page - 6.5" x 4"	Per Ad	\$198.36	\$25.79	\$224.15	\$192.21	\$24.99	\$217.20	3.2%
Full Page - 6.5" x 8"	Per Ad	\$311.68	\$40.52	\$352.20	\$302.04	\$39.26	\$341.30	3.2%
Back Full Page - 6.5" x 8"	Per Ad	\$396.73	\$51.57	\$448.30	\$384.42	\$49.98	\$434.40	3.2%

St. Catharines Arts Award Ticket Prices

Single Ticket Per Person - Purchased in Advance of the Event	Per Ticket	\$11.81	\$1.54	\$13.35	\$11.46	\$1.49	\$12.95	3.1%
Single Ticket Per Person - Purchased Day of the Event	Per Ticket	\$17.48	\$2.27	\$19.75	\$16.95	\$2.20	\$19.15	3.1%

Cultural Services Programs

Cultural Services - Workshop Fee	Per Event	\$23.14	\$3.01	\$26.15	\$22.43	\$2.92	\$25.35	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

St Catharines Museum and Welland Canal Centre

- Prices may vary by age group. The age groups are as follows unless specified otherwise:
 - Adults: 20 to 59 years old.
 - Older Adults: 60 years and older.
 - Students: 14 to 19 years old, including post-secondary students who can present a valid student card.
 - Children: 6 to 13 years old and accompanied by a guardian (either a student, adult or Older Adult).
- Prices may vary based on an individuals residence. A local resident is defined as someone having a local mailing address within the City of St. Catharines.
- Prices may vary based on the type of organization. The organization types are:
 - Non-Profit: a recognized charitable organization, including museums, or for private study or personal use.
 - Commercial: a for-profit organization or activities relating to promotion, publicity, or distribution.

Museum Gallery Admission Fee (donations accepted)	Per Person	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
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Curatorial Services

- Includes Conservation Services, Consultation and Search Fees, Research Fees, and Filming and Videography etc. (1 hour minimum charge plus cost of Archival Supplies as applicable).

Curatorial Services	Per Hour	\$29.96	\$3.89	\$33.85	\$29.03	\$3.77	\$32.80	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Digital Reproductions and Photo Orders

- Photos are 8" x 10" or JPEGs (at 300 dpi) on CD, for rush orders add 50%.

Digital Reproductions and Photo Orders	Per Image	\$34.82	\$4.53	\$39.35	\$33.76	\$4.39	\$38.15	3.1%
Special orders	Per Order	\$0.00	\$0.00		-	-	Job Specific Costing	-
Reproduction of high resolution digital image of an existing scan	Per Image	\$16.95	\$2.20	\$19.15	\$16.42	\$2.13	\$18.55	3.2%

- Up to 12 images per year from the St. Catharines Standard Collection at no cost for the St. Catharines Standard.

Reproduction and Exhibition License

- Discounts will be applied to consultation and search fees, curatorial services, digital reproductions and photo orders, filming and videography as follows:
 - 10% to all museum membership holders, volunteers and staff.
 - 10% to donors for reproductions of artifacts donated.

Reproductions and Exhibition Licence	Per Image	\$5.97	\$0.78	\$6.75	\$5.80	\$0.75	\$6.55	3.1%
Photocopies	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%
Copies sent via electronic file transfer	Per Page for PDF	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%
Curated Exhibit Program - frame/print rental	Per Image	\$9.47	\$1.23	\$10.70	\$9.16	\$1.19	\$10.35	3.4%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Archival Supplies

- Includes acid free tissue paper, cotton gloves, packing boxes, etc.)

Catalogue unit price, plus shipping and HST	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Public Programming
Educational Kit Rentals

- Only one kit may be rented at a time, and all kits must be picked up by the user as deliveries are not offered.

Large Kits	Per 1.5 Weeks	\$40.22	\$5.23	\$45.45	\$38.98	\$5.07	\$44.05	3.2%
Medium Kits	Per 1.5 Weeks	\$24.87	\$3.23	\$28.10	\$24.12	\$3.13	\$27.25	3.1%
Small Kits	Per 1.5 Weeks	\$19.16	\$2.49	\$21.65	\$18.58	\$2.42	\$21.00	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Travelling Museum Outreach Program								
In-School Outreach Program	Per Person	\$4.25	\$0.55	\$4.80	\$4.12	\$0.53	\$4.65	3.2%
Looking Back St. Catharines Program	Per Person	\$18.89	\$2.46	\$21.35	\$18.32	\$2.38	\$20.70	3.1%
Travelling Museum Outreach Program for Schools with the City of St. Catharines	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
For Outreach programmes outside St. Catharines	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Membership Fees

- Membership entitles users to a monthly subscription to Tales of the Twelve Newsletter, a 10% savings on selected items in the gift shop, a 10% discount on all Museum room rentals, a 10% discount on Curatorial Services and advance notice of upcoming special events and preferred rates for specials programs.

One Year Membership

Adult	Per Year	\$24.87	\$3.23	\$28.10	\$24.12	\$3.13	\$27.25	3.1%
Family	Per Year	\$29.96	\$3.89	\$33.85	\$29.03	\$3.77	\$32.80	3.2%
Older Adults	Per Year	\$17.96	\$2.34	\$20.30	\$17.39	\$2.26	\$19.65	3.3%
Students (full-time)	Per Year	\$17.04	\$2.21	\$19.25	\$16.50	\$2.15	\$18.65	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Two Year Membership								
Adult	Per Two Years	\$44.82	\$5.83	\$50.65	\$43.45	\$5.65	\$49.10	3.2%
Family	Per Two Years	\$54.82	\$7.13	\$61.95	\$53.14	\$6.91	\$60.05	3.2%
Older Adults	Per Two Years	\$29.96	\$3.89	\$33.85	\$29.03	\$3.77	\$32.80	3.2%
Students (full-time)	Per Two Years	\$24.87	\$3.23	\$28.10	\$24.12	\$3.13	\$27.25	3.1%

Tours

- Mandatory chaperones policy is as follows:
 - 1:8 for elementary groups.
 - 1:12 for secondary groups.
- Bus drivers, tour operators and chaperones are entitled to complimentary passes.
- Regular hours of operation includes one Tour guide for each group of 20.
- Guided Tours (Docent Led Tours of the Museum Gallery).
- Tours of the gallery fall within three categories: Follow the North Star, Ontario Lacrosse Hall of Fame & Museum, Welland Canals.

Older Adults	Per Person	\$4.87	\$0.63	\$5.50	\$4.73	\$0.62	\$5.35	2.8%
Adult	Per Person	\$4.87	\$0.63	\$5.50	\$4.73	\$0.62	\$5.35	2.8%
Children Elementary	Per Person	\$4.70	\$0.00	\$4.70	\$4.55	\$0.00	\$4.55	3.3%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Educational Programmes (per student)

- Includes a guided tour with a docent based on specific links to the Ontario Curriculum. These programs also include an additional activity based on the age group of the students.

Students	Per Person	\$4.25	\$0.55	\$4.80	\$4.12	\$0.53	\$4.65	3.2%
Day at the Museum (half day)	Per Person	\$9.25	\$1.20	\$10.45	\$8.98	\$1.17	\$10.15	3.0%
Day at the Museum (full day)	Per Person	\$13.89	\$1.81	\$15.70	\$13.45	\$1.75	\$15.20	3.3%
Curated Exhibit Program	Per Group	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Video Viewing

- Video viewing includes use of the Burgoyne Room for one hour.

Booking Per Group	Per Group	\$24.82	\$3.23	\$28.05	\$24.07	\$3.13	\$27.20	3.1%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Program Drop in Fee (Per Person Per Activity)								
Adult	Per Person	\$9.47	\$1.23	\$10.70	\$9.16	\$1.19	\$10.35	3.4%
Child	Per Person	\$5.35	\$0.00	\$5.35	\$5.20	\$0.00	\$5.20	2.9%
Adult Membership Rate (No Charge)	Per Person	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Child Membership Rate (No Charge)	Per Person	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Museum School Program	Per Person	\$585.62	\$76.13	\$661.75	\$567.48	\$73.77	\$641.25	3.2%
A Walk Through History Cemetery Tours	Per Person	\$13.72	\$1.78	\$15.50	\$13.27	\$1.73	\$15.00	3.3%
Workshop - Family History and Genealogy	Per Person	\$46.33	\$6.02	\$52.35	\$44.91	\$5.84	\$50.75	3.2%

Morning Star Mill

Morning Star Mill Drop in Program	Per Person	\$9.60	\$1.25	\$10.85	\$9.29	\$1.21	\$10.50	3.3%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Economic Development and Tourism Services

Permits

Film Permit Fee	Per Permit	\$53.27	\$6.93	\$60.20	\$51.64	\$6.71	\$58.35	3.2%
Advanced seminar / webinar fee	Flat Fee	\$13.72	\$1.78	\$15.50	\$13.27	\$1.73	\$15.00	3.3%

- A fee charged when a special speaker is hired to deliver an advanced business topic for the Enterprise Centre

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Engineering, Facilities and and Environmental Services

Engineering and Construction

Local Improvements (Installed under Ontario Regulation 586/06)

Storm Sewers Excluding Laterals	Per Metre of Frontage	\$700.00	\$0.00	\$700.00	\$562.65	\$0.00	\$562.65	24.4%
Sanitary Sewer Including Laterals	Per Metre of Frontage	\$700.00	\$0.00	\$700.00	\$586.40	\$0.00	\$586.40	19.4%
Watermain Excluding Services	Per Metre of Frontage	\$579.20	\$0.00	\$579.20	\$579.20	\$0.00	\$579.20	0.0%
Roads and Drainage Improvements on Local Streets, assuming existing Storm Sewers	Per Metre of Frontage	\$456.00	\$0.00	\$456.00	\$454.05	\$0.00	\$454.05	0.4%
Roads and Drainage Improvements on Local Streets, including Storm Sewers and existing Laterals	Per Metre of Frontage	\$973.00	\$0.00	\$973.00	\$877.05	\$0.00	\$877.05	10.9%
Concrete Sidewalk on Low Traffic Local Streets	Per Metre of Frontage	\$252.40	\$0.00	\$252.40	\$252.40	\$0.00	\$252.40	0.0%
100 mm Storm Lateral	Per 10 meters	\$5,100.00	\$0.00	\$5,100.00	\$4,638.75	\$0.00	\$4,638.75	9.9%
100 mm Sanitary Lateral	Per 10 meters	\$7,363.05	\$0.00	\$7,363.05	\$7,363.05	\$0.00	\$7,363.05	0.0%
25 mm Water Service	Per 10 meters	\$6,126.10	\$0.00	\$6,126.10	\$6,126.10	\$0.00	\$6,126.10	0.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Inspection Services

Request for inspection by MECP Certified Water Operator	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Construction Plans and Specifications

Small-Medium	Per Document	\$61.95	\$8.05	\$70.00	\$36.59	\$4.76	\$41.35	69.3%
Large	Per Document	\$132.74	\$17.26	\$150.00	\$73.19	\$9.51	\$82.70	81.4%
Very Large	Per Document	\$176.99	\$23.01	\$200.00	\$118.98	\$15.47	\$134.45	48.8%

Environmental Services

Environmental Audit Review	Per Review	\$109.60	\$14.25	\$123.85	\$106.19	\$13.81	\$120.00	3.2%
Non-Potable Water Letter	Per Letter	\$91.33	\$11.87	\$103.20	\$88.50	\$11.50	\$100.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Geomatics

City Documents (Copies)

Aerial Photographs	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Bench Mark Photocopies	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%
Contracts	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%

Digital Graphics Files

Special Requests (Compression, Overlays)	Per 15 minute time block	\$15.22	\$1.98	\$17.20	\$14.73	\$1.92	\$16.65	3.3%
Orthoimage Fee 1KM Tile (Sub-license)	Per File	\$84.42	\$10.98	\$95.40	\$81.81	\$10.64	\$92.45	3.2%

Microfilm Prints

Microfilm Prints	Per Page	\$1.02	\$0.13	\$1.15	\$0.97	\$0.13	\$1.10	4.5%
Microfilm 35mm Print of Plans	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Photocopies - Miscellaneous	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Plan Reproduction (General)

Per m ² White Print Paper	Per Square Meter	\$3.10	\$0.40	\$3.50	\$3.01	\$0.39	\$3.40	2.9%
Minimum	Per Square Meter	\$3.10	\$0.40	\$3.50	\$3.01	\$0.39	\$3.40	2.9%

Sewer Atlas (Sanitary and Storm)

Complete - Advance Order	Per Book	\$65.09	\$8.46	\$73.55	\$63.05	\$8.20	\$71.25	3.2%
Copy of Individual Pages	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%

Water Atlas

Water Atlas - Complete - Advance Order	Per Book	\$65.09	\$8.46	\$73.55	\$63.05	\$8.20	\$71.25	3.2%
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Encroachment

Encroachment Agreements	Per Agreement	\$298.89	\$38.86	\$337.75	\$289.65	\$37.65	\$327.30	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Operations

Road Allowance Occupancy

Paper / magazine vending box	Per Location	\$14.20	\$1.85	\$16.05	\$13.76	\$1.79	\$15.55	3.2%
Road Allowance Occupancy / Cut Permit	Per Application	\$113.36	\$14.74	\$128.10	\$109.87	\$14.28	\$124.15	3.2%
Street Banner Fee	Per Location	\$163.27	\$21.23	\$184.50	\$158.23	\$20.57	\$178.80	3.2%

Municipal Consent Permit

Municipal Consent Permit	Per Application	\$142.39	\$18.51	\$160.90	\$137.96	\$17.94	\$155.90	3.2%
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Road Closures

Road Closure	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Road Closure - For Profit Special Event	Per Application	\$551.45	\$0.00	\$551.45	\$534.35	\$0.00	\$534.35	3.2%
Road Closure - Not-for-Profit Special Event	Per Application	\$275.70	\$0.00	\$275.70	\$267.15	\$0.00	\$267.15	3.2%
Road Closure - Parade and other multi-road events	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Road Allowance - Deposit For Damages (Where Sidewalk Exists)

Residential - Up to 4 Units	Per Application	\$665.60	\$0.00	\$665.60	\$644.95	\$0.00	\$644.95	3.2%
Pool Construction	Per Application	\$325.10	\$0.00	\$325.10	\$315.00	\$0.00	\$315.00	3.2%
Additions Requiring Footings	Per Application	\$325.10	\$0.00	\$325.10	\$315.00	\$0.00	\$315.00	3.2%
Accessory Buildings Requiring Footings	Per Application	\$325.10	\$0.00	\$325.10	\$315.00	\$0.00	\$315.00	3.2%

Commercial/Industrial

Large Residential (Greater than 4 Units)

Demolition (Greater than 100 Square Meters)

Per Square Meter of Sidewalk	Per Square Meter	\$86.30	\$0.00	\$86.30	\$83.60	\$0.00	\$83.60	3.2%
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Sidewalk Patio Application

Sidewalk Patio Application	Per Application	\$393.15	\$0.00	\$393.15	\$380.95	\$0.00	\$380.95	3.2%
Rental	Per Square Metre per year	\$38.58	\$5.02	\$43.60	\$37.39	\$4.86	\$42.25	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Financial Management Services

City Documents

Assessment Roll

1 - 3 pages	Per Page	\$2.30	\$0.00	\$2.30	\$2.25	\$0.00	\$2.25	2.2%
4 - 6 pages	Per Page	\$3.40	\$0.00	\$3.40	\$3.30	\$0.00	\$3.30	3.0%
7 - 10 pages	Per Page	\$4.55	\$0.00	\$4.55	\$4.40	\$0.00	\$4.40	3.4%

Budget

Capital	Per Document Package	\$6.06	\$0.79	\$6.85	\$5.88	\$0.77	\$6.65	3.0%
Financial Statements	Per Document Package	\$20.35	\$2.65	\$23.00	\$19.73	\$2.57	\$22.30	3.1%
Financial Statements and Information Return	Per Document Package	\$25.40	\$3.30	\$28.70	\$24.60	\$3.20	\$27.80	3.2%
Operating (Summary)	Per Document Package	\$25.40	\$3.30	\$28.70	\$24.60	\$3.20	\$27.80	3.2%

Proposed Rates and Fees 2023

Management Services, Director 2023 Schedule of Rates and Fees :

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Other Rates								
Accounts Receivable Collection Fee	Per Property	\$24.91	\$3.24	\$28.15	\$24.16	\$3.14	\$27.30	3.1%
Accounts Receivable - Interest Charges (over 30 days) 1.25% per month	-	-	-		-	-	-	-
N.S.F. Cheques (Service Charge)	Per Cheque	\$43.94	\$5.71	\$49.65	\$42.57	\$5.53	\$48.10	3.2%
Registration of Tax Arrears Certificate								
Preparation of Extension Agreement	Per Property	\$563.00	\$0.00	\$563.00	\$545.55	\$0.00	\$545.55	3.2%
Sale by Tender	Per Property	\$2,026.85	\$0.00	\$2,026.85	\$1,964.00	\$0.00	\$1,964.00	3.2%
Tax Sale Registration Recovery Service Fees External Agent – Actual costs to execute the Tax Sale Registrations and Tax Sales	Per Roll Number	-	-	Invoice Amount (external agent)	-	-	Invoice Amount (external agent)	-
Tax Sale Registration Recovery Service Fees Internal Staff	Per Roll Number	\$516.00	\$0.00	\$516.00	\$500.00	\$0.00	\$500.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Property Taxes								
Property Tax Account Statement or Duplicate Copy of Tax Bill	Per Roll Number	\$13.72	\$1.78	\$15.50	\$13.27	\$1.73	\$15.00	3.3%
Property Tax Certificates (Includes Local Improvement Search)	Per Roll Number	\$103.20	\$0.00	\$103.20	\$100.00	\$0.00	\$100.00	3.2%
Refund credit balances on accounts	Per Roll Number	\$23.98	\$3.12	\$27.10	\$23.23	\$3.02	\$26.25	3.2%
Transfer Incorrect payments from accounts	Per Roll Number	\$23.98	\$3.12	\$27.10	\$23.23	\$3.02	\$26.25	3.2%
Property Taxes - Additions to the Roll								
External Request	Per Roll Number	\$49.82	\$6.48	\$56.30	\$48.27	\$6.28	\$54.55	3.2%
Internal Request	Per Roll Number	\$34.87	\$4.53	\$39.40	\$33.81	\$4.39	\$38.20	3.1%
Property Tax Account Administration Fee	Per Roll Number	\$41.30	\$0.00	\$41.30	\$40.00	\$0.00	\$40.00	3.3%
Online Tax Certificates	Per Roll Number	\$90.70	\$0.00	\$90.70	\$87.90	\$0.00	\$87.90	3.2%
Set up New Roll Number	Per Roll Number	\$47.88	\$6.22	\$54.10	\$46.37	\$6.03	\$52.40	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Property Tax Billing For Mortgage Company								
Fee on Interim and Final Payment Listing	Per Roll Number	\$16.90	\$0.00	\$16.90	\$16.40	\$0.00	\$16.40	3.0%
Property Tax/Water Title Insurance - Confirmation Letter	Per Roll Number	\$28.15	\$0.00	\$28.15	\$27.30	\$0.00	\$27.30	3.1%
Water Billing								
35 Day Meter Test Data Fee	Per Address	\$53.35	\$0.00	\$53.35	\$51.70	\$0.00	\$51.70	3.2%
Fee to deliver water shut off notices	Per Account	\$23.98	\$3.12	\$27.10	\$23.23	\$3.02	\$26.25	3.2%
Final Demand / Non-Compliance Fee	Per Account	\$19.96	\$2.59	\$22.55	\$19.34	\$2.51	\$21.85	3.2%
Refund credit balances on account	Per Account	\$23.98	\$3.12	\$27.10	\$23.23	\$3.02	\$26.25	3.2%
Setup New Water Account	Per Account	\$47.88	\$6.22	\$54.10	\$46.37	\$6.03	\$52.40	3.2%
Transfer Incorrect payments from accounts	Per Account	\$23.98	\$3.12	\$27.10	\$23.23	\$3.02	\$26.25	3.2%
Water Account Administration Fee	Per Account	\$41.30	\$0.00	\$41.30	\$40.00	\$0.00	\$40.00	3.3%
Water Account Statement or Duplicate Copy Bill	Per Account	\$13.72	\$1.78	\$15.50	\$13.27	\$1.73	\$15.00	3.3%
Water Certificates	Per Request	\$61.42	\$7.98	\$69.40	\$59.51	\$7.74	\$67.25	3.2%
Water Status - Verbal Request (Law Firms Only)	Per Request	\$22.55	\$0.00	\$22.55	\$21.85	\$0.00	\$21.85	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Fire Emergency Management Services

Fire Safety Inspection

Administrative

Occupant Load Posting	Flat Fee	\$19.91	\$2.59	\$22.50	\$19.29	\$2.51	\$21.80	3.2%
Fire Regulation Compliance Letter (Insurance report, records search)	Per Letter	\$124.56	\$16.19	\$140.75	\$120.71	\$15.69	\$136.40	3.2%
AGCO (Alcohol & Gaming Commission Ontario) Letter special Occasion Permit and Clearance Letter for Property	Per Letter	\$124.56	\$16.19	\$140.75	\$120.71	\$15.69	\$136.40	3.2%
Fire Route Application/Administration	Per Application	\$298.89	\$38.86	\$337.75	\$289.65	\$37.65	\$327.30	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
On Site Inspection								
Residential								
Residential - Single Family Dwelling (Home Share Programs)	Flat Fee	\$162.65	\$21.15	\$183.80	\$157.61	\$20.49	\$178.10	3.2%
Illegal Marijuana Grow Ops or Clandestine Lab inspection first 185.81 m ² (2,000 ft ²)	First 2,000 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Illegal Marijuana Grow Ops or Clandestine Lab Inspection each additional 185.81 m ² (2000 ft ²)	Per 2,000 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Legalized Marijuana Grow Ops Inspection first 185.81 m ² (2,000 ft ²)	First 2,000 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Legalized Marijuana Grow Ops Inspection each additional 185.81 m ² (2,000 ft ²)	Per 2,000 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Residential - Duplex	Flat Fee	\$274.03	\$35.62	\$309.65	\$265.53	\$34.52	\$300.05	3.2%
Residential 3 to 6 units	Flat Fee	\$423.54	\$55.06	\$478.60	\$410.40	\$53.35	\$463.75	3.2%
Residential each additional unit over 6	Per Unit	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%

• Unit definition is based on the Fire Code Dwelling Unit definition.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Commercial								
First 450m ² (5,000 sq ft)	First 450 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Each additional 450 m ² (5,000 sq ft)	Per 450 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Legalized Marijuana Grow Ops Inspection first 185.81 m ² (2000 ft ²)	First 2,000 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Legalized Marijuana Grow Ops Inspection each additional 185.81 m ² (2,000 ft ²)	Per 2,000 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Industrial								
First 900m ² (10,000 sq. ft)	First 900 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Each additional 450m ² (5,000 sq. ft)	Per 450 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Legalized Marijuana Grow Ops Inspection first 185.81 m ² (2,000 ft ²)	First 2,000 m ² block	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Legalized Marijuana Grow Ops Inspection each additional 185.81 m ² (2,000 ft ²)	Per 2,000 m ² block	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Assembly

Including AGCO (Alcohol & Gaming Commission of Ontario) Inspection up to 150 persons	Flat Fee	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Including AGCO Inspection over 150 persons	Flat Fee	\$458.32	\$59.58	\$517.90	\$444.12	\$57.73	\$501.85	3.2%
Patio Inspection only for AGCO applications	Per Application	\$154.42	\$20.08	\$174.50	\$149.65	\$19.45	\$169.10	3.2%

Mixed Use

Mixed Commercial/Residential Building - (1 Comm. with 5 Apt.)	Flat Fee	\$458.32	\$59.58	\$517.90	\$444.12	\$57.73	\$501.85	3.2%
Each additional commercial unit	Per Unit	\$52.79	\$6.86	\$59.65	\$51.15	\$6.65	\$57.80	3.2%
Each additional residential unit	Per Unit	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%

Multi Unit Hotels/Motels

Up to Three (3) Storeys	Flat Fee	\$511.02	\$66.43	\$577.45	\$495.18	\$64.37	\$559.55	3.2%
Each additional Storey	Per Storey	\$70.49	\$9.16	\$79.65	\$68.32	\$8.88	\$77.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Other								
Private Home Day Care Inspection - 5 children or less	Flat Fee	\$162.65	\$21.15	\$183.80	\$157.61	\$20.49	\$178.10	3.2%
Day Care Centers - More than 5 children	Flat Fee	\$398.58	\$51.82	\$450.40	\$386.24	\$50.21	\$436.45	3.2%
Day Care Centre - Annual Renewal (located in Schools)	Flat Fee	\$159.47	\$20.73	\$180.20	\$154.51	\$20.09	\$174.60	3.2%
Business License Inspection Fee	Per Permit	\$81.37	\$10.58	\$91.95	\$78.85	\$10.25	\$89.10	3.2%
Inspection Fee Per Hour Outside Normal Working Hours - (Actual Application Fee to be added to this amount)	Per Hour	\$40.71	\$5.29	\$46.00	\$39.42	\$5.13	\$44.55	3.3%
Rooming Boarding and Lodging	Per Permit	\$325.35	\$42.30	\$367.65	\$315.27	\$40.98	\$356.25	3.2%

Fire Prevention Miscellaneous Fees

Administrative Services	Per Hour	\$79.69	\$10.36	\$90.05	\$77.21	\$10.04	\$87.25	3.2%
Photocopies	Per Page	\$0.44	\$0.06	\$0.50	\$0.40	\$0.05	\$0.45	11.1%
Fire Prevention Officers Request for Assistance	Per Hour	\$81.37	\$10.58	\$91.95	\$78.85	\$10.25	\$89.10	3.2%
Smoke Alarm - 9 volt style	Per Device	\$14.91	\$1.94	\$16.85	\$14.47	\$1.88	\$16.35	3.1%
Smoke Alarm - Long Life Lithium Powers	Per Device	\$32.92	\$4.28	\$37.20	\$31.90	\$4.15	\$36.05	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Carbon Monoxide/Smoke Alarm - 9 volt	Per Device	\$32.92	\$4.28	\$37.20	\$31.90	\$4.15	\$36.05	3.2%
Carbon Monoxide Alarm - Lithium	Per Device	\$37.88	\$4.92	\$42.80	\$36.68	\$4.77	\$41.45	3.3%
Carbon Monoxide /Smoke Alarm - Lithium	Per Device	\$47.83	\$6.22	\$54.05	\$46.33	\$6.02	\$52.35	3.2%
Fire Extinguisher Training - maximum 25 persons	Flat Fee	\$208.27	\$27.08	\$235.35	\$201.81	\$26.24	\$228.05	3.2%
Each Additional Person over 25	Flat Fee	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%
Fire Extinguisher Tudor Rental - min. 1/2 day (4 hrs.)	Flat Fee	\$353.50	\$45.95	\$399.45	\$342.52	\$44.53	\$387.05	3.2%
Fire Extinguisher Tudor Rental - full day - max 8 hrs.	Flat Fee	\$678.85	\$88.25	\$767.10	\$657.79	\$85.51	\$743.30	3.2%
Fire Inspection with Violations and/or Re-inspections	Per Inspection	\$176.28	\$22.92	\$199.20	\$170.80	\$22.20	\$193.00	3.2%
Fire Safety Plan Review	Per Review	\$176.28	\$22.92	\$199.20	\$170.80	\$22.20	\$193.00	3.2%
Vulnerable Occupancy 2nd and Subsequent Fire Drill	Per Drill	\$325.35	\$42.30	\$367.65	\$315.27	\$40.98	\$356.25	3.2%
Life Safety Study, Alternative Solutions Submittal & Ontario Fire Code Part 4 Audit Submittal	Per Review	\$244.03	\$31.72	\$275.75	\$236.46	\$30.74	\$267.20	3.2%
Refreshment Vehicles Inspection	Per Inspection	\$105.80	\$13.75	\$119.55	\$102.52	\$13.33	\$115.85	3.2%
Display Fireworks Approval	Per Venue	\$299.65	\$38.95	\$338.60	\$290.35	\$37.75	\$328.10	3.2%
Consumer Fireworks Sales Permit	Per Permit	\$325.35	\$42.30	\$367.65	\$315.27	\$40.98	\$356.25	3.2%
Open Air Burning - Permit Application Agricultural Fire	Per Application	\$193.89	\$25.21	\$219.10	\$187.88	\$24.42	\$212.30	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Improper Burn - minimum charge to extinguish Fire (not in conformance with By-law) or While Prohibited (e.g. Ban)	Flat Fee	\$500.50	\$0.00	\$500.50	\$485.00	\$0.00	\$485.00	3.2%
Extinguish Fire not in conformance with By-law	Per Hour per apparatus	\$500.50	\$0.00	\$500.50	\$485.00	\$0.00	\$485.00	3.2%
Preventable False Alarms - 3 vehicles 2nd false alarm within 12 month calendar year	Per Alarm	\$1,501.55	\$0.00	\$1,501.55	\$1,455.00	\$0.00	\$1,455.00	3.2%
Fire Suppression and Investigation Charges (Invoice plus 15%)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Copying fee for fire Safety Plans not submitted electronically	Per Safety Plan	\$76.73	\$9.97	\$86.70	\$74.34	\$9.66	\$84.00	3.2%
Fire Safety Plan - Translation to / from English	Per Safety Plan	\$79.69	\$10.36	\$90.05	\$77.21	\$10.04	\$87.25	3.2%

Miscellaneous Fees

Existing - Level 1 or 2 Review	Flat Fee	\$162.70	\$21.15	\$183.85	\$157.65	\$20.50	\$178.15	3.2%
New/Modified - 5,000 USWG (Propane) or less	Flat Fee	\$563.10	\$73.20	\$636.30	\$545.62	\$70.93	\$616.55	3.2%
New/Modified - greater than 5,000 USWG (Propane)	Flat Fee	\$1,126.02	\$146.38	\$1,272.40	\$1,091.11	\$141.84	\$1,232.95	3.2%
3rd Party Engineer or Firm	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Training Tower Facility	Per Day	\$281.46	\$36.59	\$318.05	\$272.74	\$35.46	\$308.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Emergency Gas Line Response 1st hour or part thereof per apparatus *Fee is equal to hourly MTO rate	Per Hour per apparatus	\$509.87	\$66.28	\$576.15	\$484.15	\$0.00	\$484.15	19.0%
Emergency Gas Line Response each additional 1/2 hour per apparatus *Fee is equal to half hour MTO rate	Per Half Hour per apparatus	\$254.91	\$33.14	\$288.05	\$242.10	\$0.00	\$242.10	19.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Legal and Clerk Services

Burial Permits	Per Permit	\$27.60	\$0.00	\$27.60	\$26.75	\$0.00	\$26.75	3.2%
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City Documents, Photocopies, By-laws, Deeds and Agreements

1-3 pages	Per Document Package	\$2.35	\$0.30	\$2.65	\$2.26	\$0.29	\$2.55	3.9%
1-3 pages (Certified)	Per Document Package	\$3.36	\$0.44	\$3.80	\$3.27	\$0.43	\$3.70	2.7%
4-6 pages	Per Document Package	\$3.36	\$0.44	\$3.80	\$3.27	\$0.43	\$3.70	2.7%
4-6 pages (Certified)	Per Document Package	\$4.29	\$0.56	\$4.85	\$4.16	\$0.54	\$4.70	3.2%
7-10 pages	Per Document Package	\$4.29	\$0.56	\$4.85	\$4.16	\$0.54	\$4.70	3.2%
7-10 pages (Certified)	Per Document Package	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%
over 10 pages	Per Document Package	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%
over 10 pages (Certified)	Per Document Package	\$7.30	\$0.95	\$8.25	\$7.08	\$0.92	\$8.00	3.1%
Condominium Agreement (Executed)	Per Agreement	\$5.66	\$0.74	\$6.40	\$5.49	\$0.71	\$6.20	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Freedom of Information (Municipal) and Protection to Privacy Act

Application Fee	Per Application	\$5.00	\$0.00	\$5.00	\$5.00	\$0.00	\$5.00	0.0%
Photocopies	Per Page	\$0.20	\$0.00	\$0.20	\$0.20	\$0.00	\$0.20	0.0%
Manual search	Per 15 Minute time block	\$7.50	\$0.00	\$7.50	\$7.50	\$0.00	\$7.50	0.0%
Preparing a record for disclosure	Per 15 Minute time block	\$7.50	\$0.00	\$7.50	\$7.50	\$0.00	\$7.50	0.0%

Council and Election

Ward and Poll Maps - City Wide	Per Set	\$5.44	\$0.71	\$6.15	\$5.27	\$0.68	\$5.95	3.4%
Ward and Poll Maps - Ward Specific	Per Ward	\$2.26	\$0.29	\$2.55	\$2.17	\$0.28	\$2.45	4.1%
Code of Conduct Fee (Processing)	Per Application	\$39.35	\$0.00	\$39.35	\$38.15	\$0.00	\$38.15	3.1%

Commissioning of Documents

Initialing and/or Sealing and/or Signing only of document fully completed condition	Per Document	\$14.91	\$1.94	\$16.85	\$14.47	\$1.88	\$16.35	3.1%
Senior Pension Forms & Student OSAP Forms (No Charge)	Per Document	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Dog Licences

All Spayed or Neutered Dogs	Per Dog	\$37.85	\$0.00	\$37.85	\$36.70	\$0.00	\$36.70	3.1%
All Dogs Under 6 Months Old	Per Dog	\$37.85	\$0.00	\$37.85	\$36.70	\$0.00	\$36.70	3.1%
All Non-spayed or Non-neutered Dogs (Maximum 3 per household)	Per Dog	\$65.10	\$0.00	\$65.10	\$63.10	\$0.00	\$63.10	3.2%
Late Fee	Per Dog	\$16.30	\$0.00	\$16.30	\$15.80	\$0.00	\$15.80	3.2%
Replacement Dog Tags	Per Tag	\$10.90	\$0.00	\$10.90	\$10.55	\$0.00	\$10.55	3.3%

Legal Services and Agreements

Legal Agreement (Simple)	Per Agreement	\$551.45	\$0.00	\$551.45	\$534.35	\$0.00	\$534.35	3.2%
Legal Agreement (Complex)	Per Agreement	\$937.45	\$0.00	\$937.45	\$908.40	\$0.00	\$908.40	3.2%
Registration of Agreement or By-law	Per Agreement	\$330.90	\$0.00	\$330.90	\$320.65	\$0.00	\$320.65	3.2%
Release of Agreements	Per Agreement	\$330.90	\$0.00	\$330.90	\$320.65	\$0.00	\$320.65	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Lottery Licences

Raffles

Raffles not exceeding \$500	Per Lottery scheme	\$5.60	\$0.00	\$5.60	\$5.45	\$0.00	\$5.45	2.8%
Lottery at bazaar - each time	Per Lottery scheme	\$5.60	\$0.00	\$5.60	\$5.45	\$0.00	\$5.45	2.8%
Bazaar Wheel	Per Wheel per day	\$5.60	\$0.00	\$5.60	\$5.45	\$0.00	\$5.45	2.8%
Break Open Lottery Tickets (per box) - 3% of prizes per box	Per Licence	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Bingo - 3% of Adjusted Net Profit	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Marriage Licence Fees

Marriage Licences	Per Licence	\$160.00	\$0.00	\$160.00	\$158.25	\$0.00	\$158.25	1.1%
Civil Marriage Ceremony	Per Couple	\$280.04	\$36.41	\$316.45	\$280.04	\$36.41	\$316.45	0.0%
Civil Ceremony, Off Site	Per Couple	\$313.14	\$40.71	\$353.85	\$303.45	\$39.45	\$342.90	3.2%
Witnesses	Per Person	\$24.42	\$3.18	\$27.60	\$23.67	\$3.08	\$26.75	3.2%
Cancellation Fee	Per Event	\$48.89	\$6.36	\$55.25	\$47.39	\$6.16	\$53.55	3.2%
Staff Attendance at Rehearsal	Flat Fee	\$91.33	\$11.87	\$103.20	\$88.50	\$11.50	\$100.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Municipal Works

Garden City Municipal Golf Course

Annual Memberships and Activity Packs

Activity Packs Weekday Only (Must be used in current season)

10 Rounds	Per Pack	\$170.80	\$22.20	\$193.00	\$165.49	\$21.51	\$187.00	3.2%
20 Rounds	Per Pack	\$322.08	\$41.87	\$363.95	\$312.08	\$40.57	\$352.65	3.2%
30 Rounds	Per Pack	\$429.47	\$55.83	\$485.30	\$416.15	\$54.10	\$470.25	3.2%
45 Rounds	Per Pack	\$590.53	\$76.77	\$667.30	\$572.21	\$74.39	\$646.60	3.2%

Junior Membership (9 to 17 years)

Gold (unlimited after 11:00 a.m.)	Per Membership	\$274.25	\$35.65	\$309.90	\$265.75	\$34.55	\$300.30	3.2%
Silver (Monday to Friday, Excluding Holidays - unlimited after 11:00 a.m.)	Per Membership	\$200.04	\$26.01	\$226.05	\$193.85	\$25.20	\$219.05	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Adult Membership (18 to 59 years)								
Gold (unlimited)	Per Membership	\$673.45	\$87.55	\$761.00	\$652.57	\$84.83	\$737.40	3.2%
Silver (Monday to Friday, Excluding Holidays)	Per Membership	\$573.89	\$74.61	\$648.50	\$556.11	\$72.29	\$628.40	3.2%
Older Adult Membership (60 years and older)								
Gold (unlimited)	Per Membership	\$573.89	\$74.61	\$648.50	\$556.11	\$72.29	\$628.40	3.2%
Silver (Monday to Friday, Excluding Holidays)	Per Membership	\$473.32	\$61.53	\$534.85	\$458.63	\$59.62	\$518.25	3.2%
Rentals								
Clubs	Per Round	\$7.52	\$0.98	\$8.50	\$7.30	\$0.95	\$8.25	3.0%
Pull Carts	Per Cart	\$3.63	\$0.47	\$4.10	\$3.50	\$0.45	\$3.95	3.8%
Motorized Carts (1 Rider Only) 9 Holes	Per Cart	\$7.08	\$0.92	\$8.00	\$6.86	\$0.89	\$7.75	3.2%
Motorized Carts (1 Rider Only) 18 Holes	Per Round	\$14.20	\$1.85	\$16.05	\$13.76	\$1.79	\$15.55	3.2%
Motorized Carts Activity Pack (10 Rides of 18 Holes or Less)	Per Pack	\$99.56	\$12.94	\$112.50	\$96.46	\$12.54	\$109.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Tournaments (Minimum of 24 paid golfers - 18 holes only)

Weekday	Per Round	\$19.56	\$2.54	\$22.10	\$18.94	\$2.46	\$21.40	3.3%
Weekend	Per Round	\$23.94	\$3.11	\$27.05	\$23.19	\$3.01	\$26.20	3.2%

Promotional Golf Packages

- Twilight Golf days and hours are displayed on the City's website.

Golf and Ride-Weekdays Only (April to May and September to	Per Round	\$30.27	\$3.93	\$34.20	\$29.34	\$3.81	\$33.15	3.2%
Golf and Ride-Weekdays Only (June to August)	Per Round	\$32.21	\$4.19	\$36.40	\$31.19	\$4.06	\$35.25	3.3%
Twilight Golf (Single Round, 18 Holes Only)	Per Round	\$16.06	\$2.09	\$18.15	\$15.58	\$2.02	\$17.60	3.1%

Green Fees - Prime Season (June to August)

Adults (18 to 59 years - Monday to Friday, Excluding Holidays)

9 holes	Per Round	\$14.20	\$1.85	\$16.05	\$13.76	\$1.79	\$15.55	3.2%
18 holes	Per Round	\$22.92	\$2.98	\$25.90	\$22.21	\$2.89	\$25.10	3.2%
Replay	Per Round	\$9.07	\$1.18	\$10.25	\$8.81	\$1.14	\$9.95	3.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Older Adults (60 years and older - Monday to Friday, Excluding Holidays)

9 holes	Per Round	\$13.14	\$1.71	\$14.85	\$12.74	\$1.66	\$14.40	3.1%
18 holes	Per Round	\$20.97	\$2.73	\$23.70	\$20.31	\$2.64	\$22.95	3.3%
Replay	Per Round	\$8.05	\$1.05	\$9.10	\$7.79	\$1.01	\$8.80	3.4%

Juniors (17 years and younger - Monday to Friday, Excluding Holidays)

9 holes	Per Round	\$12.70	\$1.65	\$14.35	\$12.30	\$1.60	\$13.90	3.2%
18 holes	Per Round	\$20.97	\$2.73	\$23.70	\$20.31	\$2.64	\$22.95	3.3%
Replay	Per Round	\$7.79	\$1.01	\$8.80	\$7.57	\$0.98	\$8.55	2.9%

All Ages - Saturday, Sunday and Holidays

9 holes	Per Round	\$15.13	\$1.97	\$17.10	\$14.65	\$1.90	\$16.55	3.3%
18 holes	Per Round	\$24.87	\$3.23	\$28.10	\$24.12	\$3.13	\$27.25	3.1%
Replay	Per Round	\$10.00	\$1.30	\$11.30	\$9.69	\$1.26	\$10.95	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Green Fees - Off Season (April to May and September to Close)

All Ages - Monday to Friday, Excluding Holidays

9 holes	Per Round	\$10.97	\$1.43	\$12.40	\$10.62	\$1.38	\$12.00	3.3%
18 holes	Per Round	\$20.97	\$2.73	\$23.70	\$20.31	\$2.64	\$22.95	3.3%

All Ages - Saturday, Sunday and Holidays

9 holes	Per Round	\$14.20	\$1.85	\$16.05	\$13.76	\$1.79	\$15.55	3.2%
18 holes	Per Round	\$21.95	\$2.85	\$24.80	\$21.28	\$2.77	\$24.05	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
League Rate								
Weekday								
9 holes	Per Round	\$11.99	\$1.56	\$13.55	\$11.64	\$1.51	\$13.15	3.0%
18 holes	Per Round	\$20.00	\$2.60	\$22.60	\$19.38	\$2.52	\$21.90	3.2%
Older Adults (60 years and older) - 9 Holes	Per Round	\$10.75	\$1.40	\$12.15	\$10.40	\$1.35	\$11.75	3.4%
Older Adults (60 years and older) - 18 Holes	Per Round	\$17.70	\$2.30	\$20.00	\$17.17	\$2.23	\$19.40	3.1%
Weekend								
9 holes	Per Round	\$13.14	\$1.71	\$14.85	\$12.74	\$1.66	\$14.40	3.1%
18 holes	Per Round	\$22.92	\$2.98	\$25.90	\$22.21	\$2.89	\$25.10	3.2%
Older Adults (60 years and older) - 9 Holes	Per Round	\$11.99	\$1.56	\$13.55	\$11.64	\$1.51	\$13.15	3.0%
Older Adults (60 years and older) - 18 Holes	Per Round	\$20.58	\$2.67	\$23.25	\$19.96	\$2.59	\$22.55	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Operations

Culvert Installation

600mm Diameter and Less

Cost Per Linear Metre - minimum charge of two (2) linear metres	Per Meter	\$346.35	\$0.00	\$346.35	\$335.60	\$0.00	\$335.60	3.2%
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Culvert Installation Greater than 600mm Diameter

•Charges for new culverts or extensions greater than 600mm diameter in size will be based on actual cost. The fee will be based on an estimate prepared by the City Engineer, will reflect actual site conditions and must be prepaid. Should the actual cost be greater than the estimate, the property owner shall be invoiced for any additional costs incurred. Should the actual cost be less than the estimate, the property owner will be refunded the difference.

Culvert Installation Greater than 600mm Diametre Fee	Does Not Exist	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Curb Entrances

•For curb cuts - if two (2) separate cuts are required to cut a one (1) metre length, a second Per Linear Metre charge will be applied

Curb Cuts Only	Per Linear Meter	\$30.45	\$0.00	\$30.45	\$29.50	\$0.00	\$29.50	3.2%
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•The minimum charge for curb cuts is one linear metre per side for a total of two (2) linear metres

Curb Cut - Priority Rate	Per Linear Meter	\$89.30	\$0.00	\$89.30	\$86.55	\$0.00	\$86.55	3.2%
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•For expedited callouts where the minimum amount may not be achieved.

Curb Cut - Priority Rate - Minimum Charge	Flat Fee	\$387.00	\$0.00	\$387.00	\$375.00	\$0.00	\$375.00	3.2%
Driveway Access / Curb Cut Application Fee	Flat Fee	\$114.96	\$14.94	\$129.90	\$111.37	\$14.48	\$125.85	3.2%

Curbs and Sidewalks

Lower Sidewalk - minimum charge of two (2) square metres	Per Square Meter	\$269.90	\$0.00	\$269.90	\$261.55	\$0.00	\$261.55	3.2%
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Curb Face Sidewalk - minimum charge of two (2) square metres	Per Square Meter	\$269.90	\$0.00	\$269.90	\$261.55	\$0.00	\$261.55	3.2%
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Curb Replacement (Fill) - minimum charge of two (2) square metres	Per Square Meter	\$246.65	\$0.00	\$246.65	\$239.00	\$0.00	\$239.00	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Reinstatements

Recovery costs for repairs to damaged municipal property as result of a motor vehicle collision	Per Event	-	-	10% of total damages (administration fees for recover of damages) + Damage specific costing	-	-	-	-
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Reinstatements (Within Road Allowance)

•A minimum charge of either two (2) square metres or two (2) linear metres depending on the unit of measure applies to all reinstatements within the road allowance.

Asphalt	Per Square Meter	\$118.25	\$0.00	\$118.25	\$114.60	\$0.00	\$114.60	3.2%
Boulevard	Per Square Meter	\$27.05	\$0.00	\$27.05	\$26.20	\$0.00	\$26.20	3.2%
Concrete Curb	Per Linear Meter	\$248.85	\$0.00	\$248.85	\$241.15	\$0.00	\$241.15	3.2%
Concrete Driveway	Per Square Meter	\$175.65	\$0.00	\$175.65	\$170.20	\$0.00	\$170.20	3.2%
Concrete Road	Per Square Meter	\$210.55	\$0.00	\$210.55	\$204.00	\$0.00	\$204.00	3.2%
Concrete Sidewalks	Per Square Meter	\$156.95	\$0.00	\$156.95	\$152.10	\$0.00	\$152.10	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Sewer Services - Private and Public Property

Division Policies

- If the cause and location of a sewer service blockage can be determined through a sewer service video inspection, charges may be adjusted accordingly.
- The property owner is responsible for charges related to building sewer maintenance crossing both private and public property.
- The term "residential" includes buildings which contain a maximum of three (3) residential units and does not include any other uses such as commercial/industrial/institutional or any combination thereof.
- Property owners are subject to one clearing charge per 12 month period for rodding services only. The 12 month policy does not apply if a clean out, satisfactory to the City Engineer, does not exist on the service and an electric snake is used to clear a blockage.

Building Sewer Clearing and Other Services

- The City cannot provide a copy of any video taken of a property owner's sewer service.
- Tree roots are charged as one charge per 12 month period for rodding only. The 12 month policy does not apply when clean out does not exist and an electric snake is used.
- Charges for clearing blockages on public property (road allowance) will be subsidized up to 100% only if there is a clean out, satisfactory to the City Engineer, on the sewer service. Charges for drain clearing will be forgiven only after the property owner installs a clean out, satisfactory to the City Engineer, on the sewer service and/or repairs any building sewer obstruction on the private side.

Residential

Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Sewer clearing	\$292.80	\$0.00	\$292.80	\$283.70	\$0.00	\$283.70	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	Per Sewer clearing	\$480.85	\$0.00	\$480.85	\$465.95	\$0.00	\$465.95	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Non-Residential

Regular Time and Overtime	Per Sewer clearing	\$536.05	\$0.00	\$536.05	\$519.45	\$0.00	\$519.45	3.2%
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•In the event the actual cost exceeds the above fee the actual cost will be applied.

Inspection or Tracing of Existing Sewer Lateral on Public Property Excluding Sewer Clearing

- The City cannot provide a copy of any video taken of a property owner's sewer service.
- The fee is for one visit and the sewer must be safely accessible and/or exposed at the time the City crew arrives. The sewer must be clear of obstructions or a separate sewer clearing charge may apply.

Residential

Regular Time Only	Per Inspection	\$242.50	\$0.00	\$242.50	\$235.00	\$0.00	\$235.00	3.2%
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Non-Residential

Non-Residential - Regular Time Only	Per Inspection	\$242.50	\$0.00	\$242.50	\$235.00	\$0.00	\$235.00	3.2%
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The Non-Residential - Overtime charge is a minimum fee which may increase if the actual cost is greater.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Sewer Calls

Residential

Regular time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$232.70	\$0.00	\$232.70	\$225.50	\$0.00	\$225.50	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holiday)	Per Service call	\$340.90	\$0.00	\$340.90	\$330.35	\$0.00	\$330.35	3.2%

Non-Residential

Regular time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$281.45	\$0.00	\$281.45	\$272.70	\$0.00	\$272.70	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holiday)	Per Service call	\$411.25	\$0.00	\$411.25	\$398.50	\$0.00	\$398.50	3.2%

•The Non-Residential - charges are a minimum fee which may increase if the actual cost is greater.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Building Sewer Replacement
Division Policies

Private Property

- All work on Private Property to be completed by private contractors.

Public Property (Road Allowance)

New Building Sewer Connections or Replacements (Storm or Sanitary)

- Charges for new building sewers apply to either storm or sanitary service connections, include a connection to the main sewer, the installation of the service from the main sewer to the property line, installation of a clean-out and the associated restoration works and must be pre-paid.
- The policy of Council and the charges in this schedule are based on a main sewer being available somewhere within the frontage or flankage of the property. Subject to approval from the City Engineer, other situations may be charged based on actual cost. The fee will be based on an estimate prepared by the City Engineer, will reflect actual site conditions, may include the extension of an existing main sewer and must be pre-paid.
- Charges for new building sewers greater than 150mm diameter in size will be based on actual cost/job specific costing.
 - The fee will be based on an estimate prepared by the City Engineer, will reflect actual site conditions, will include the cost of a manhole (where applicable) and must be pre-paid. Should the actual cost be greater than the estimate, the property owner shall be invoiced for any additional costs incurred. Should the actual cost be less than the estimate, the property owner will be refunded the difference.
 - Rates are based on open cut installations in material which can be removed by equipment normally used by City Forces for the work. Installations requiring rock excavation, or any form of boring or tunneling will be charged at actual cost.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Servicing for Semi-Detached Dwellings Where Service Can Be Installed in the Same Trench

•A minimum charge of ten (10) metres applies to all servicing where service can be installed in the same trench.

2 - 100mm Diameter - Per Linear Metre	Per Meter	\$672.80	\$0.00	\$672.80	\$651.95	\$0.00	\$651.95	3.2%
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Servicing for Detached and Semi-Detached Dwellings Where Service Cannot Be Installed in the Same Trench

•A minimum charge of ten (10) metres applies to all servicing where servicing cannot be installed in the same trench.

100mm Diameter - Per Linear Metre *	Per Meter	\$448.50	\$0.00	\$448.50	\$434.60	\$0.00	\$434.60	3.2%
125mm Diameter - Per Linear Metre *	Per Meter	\$458.30	\$0.00	\$458.30	\$444.10	\$0.00	\$444.10	3.2%
150mm Diameter - Per Linear Metre *	Per Meter	\$524.60	\$0.00	\$524.60	\$508.35	\$0.00	\$508.35	3.2%
All Diameter sizes greater than 150 mm **	Does Not Exist	-	-	Job Specific Costing	-	-	Job Specific Costing	-

•Where the symbol * appears above, the charges in this schedule are subject to a 35% reduction when carried out in conjunction with planned City road, sewer and waterworks.

•Where the symbol ** appears above, the fee may be subject to the extra cost (by quote) of a manhole where the size of the connection is equal to or one size smaller than the City sewer, i.e. a 200 mm to a 250 mm main.

•New sewer connections for semi-detached dwelling units, where the services can be installed in the same trench, shall be prepaid with the fee being 1.5 times that of individual connection.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
•New building sewers requiring a connection to a Regional trunk sanitary sewer will be charged a Regional connection fee in addition to the new service charge. Charges must be pre-paid and property owner must provide written authorization from the Region of Niagara.								
Regional Sanitary Sewer Connection	Per Connection	\$1,105.00	\$0.00	\$1,105.00	\$1,070.75	\$0.00	\$1,070.75	3.2%
Manhole (If Required by Region)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Abandon Existing Sewer Service (Any Size)

•Assumes access is available to existing sewer (clean-out or open excavation). Work to include tracing sewer from existing clean-out or open excavation, excavation on the existing sewer service at the property line, TV inspection of the sewer from the property line to the sewer main, capping the sewer service at both ends, backfilling excavation and reinstatement.								
If Sewer line is not exposed at property line by others	Per Sewer line	\$1,351.25	\$0.00	\$1,351.25	\$1,309.35	\$0.00	\$1,309.35	3.2%

•If Sewer line is exposed at property line by others a 50% rebate would apply.

Main Sewer Clearing

Main Sewer Clearing Resulting from Fats, Oil or Grease	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Miscellaneous

Shopping Carts, Abandoned

Shopping Cart Reclaim Fee (For Pickup, Handling & Storage)	Per Cart	\$22.52	\$2.93	\$25.45	\$21.81	\$2.84	\$24.65	3.2%
Recovery costs for repairs to damaged municipal property as result of a motor vehicle accident	Per Event	-	-	10% of total damages + damage specific costing	-	-	10% of total damages + damage specific	-

Sidewalk Snow Removal

Recoverable	Per Meter	\$11.25	\$0.00	\$11.25	\$10.90	\$0.00	\$10.90	3.2%
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Water Services

- The term "residential" includes buildings which contain a maximum of three (3) residential units and does not include any other uses such as commercial/industrial/institutional or any combination thereof.
- Private fire hydrants are the responsibility of the owner with respect to maintenance, repair and the annual inspection.
- Rates are based on open cut installations in material which can be removed by equipment normally used by City Forces for the work. Installations requiring rock excavation, or any form of boring or tunneling will be charged at actual cost.

Hydrant Connection - Temporary	Per Connection	\$216.20	\$0.00	\$216.20	\$209.50	\$0.00	\$209.50	3.2%
Water Consumption	Does Not Exist	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Meter and Valve Assembly Rental - Per Week (Up to a Maximum of \$600.00 Per Year)	Per Fixture	\$28.10	\$0.00	\$28.10	\$27.25	\$0.00	\$27.25	3.1%
Refundable Deposit for Meter & Valve Assembly	Flat Fee	\$1,126.05	\$0.00	\$1,126.05	\$1,091.15	\$0.00	\$1,091.15	3.2%
Relocate Hydrant - Public Property	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Install New Hydrant - Public Property (Requiring new connection to watermain)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Replace Hydrant After Damage	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Frozen Water Services

- The property owner will be responsible for all charges relating to any thawing of frozen water services on private property.

1/2", 3/4" and 1" (25mm Diameter and Less)

Regular Time (7:00 a.m. to 3:00 p.m., Monday to Friday)	Per Water service	\$515.75	\$0.00	\$515.75	\$499.75	\$0.00	\$499.75	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	Per Water service	\$697.00	\$0.00	\$697.00	\$675.40	\$0.00	\$675.40	3.2%
Greater than 1" service (Greater than 25 mm Diameter)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

New Water Service (On Public Property)

- Rates are based on open cut installations in material which can be removed by equipment normally used by City Forces for the work. Installations requiring rock excavation, or any form of boring or tunneling will be charged at actual cost.
- Charges for new water services include a connection to the watermain, the installation of the service from the main to the property line and the associated restoration works and must be pre-paid.
- The policy of Council and the charges in this schedule are based on a watermain being available somewhere within the frontage or flankage of the property. Subject to approval from the City Engineer, other situations may be charged based on actual cost. The fee will be based on an estimate prepared by the City Engineer, will reflect actual site conditions, may include the extension of an existing watermain and must be pre-paid.
- All new water services on public property must have a minimum charge of ten (10) linear metres.
- The fee will be based on an estimate prepared by the City Engineer, will reflect actual site conditions, and must be pre-paid. Should the actual cost be greater than the estimate, the property owner shall be invoiced for any additional costs incurred. Should the actual cost be less than the estimate, the property owner will be refunded the difference.
- Where the symbol * appears below, fees are subject to a 35% reduction when carried out in conjunction with planned City road, sewer and waterworks.
- New water services requiring a connection to Regional trunk watermain will be charged a Regional connection fee in addition to the new water service charge. Charges must be pre-paid and property owner must provide written authorization from the Region of Niagara.

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- The minimum charge for servicing is ten (10) linear metres for all diameter sizes.
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25mm Diameter *	Per Linear Meter	\$397.30	\$0.00	\$397.30	\$385.00	\$0.00	\$385.00	3.2%
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
40mm Diameter	Per Linear Meter	-	-	Job Specific Costing	-	-	Job Specific Costing	-
50mm Diameter	Per Linear Meter	-	-	Job Specific Costing	-	-	Job Specific Costing	-
75mm Diameter	Per Linear Meter	-	-	Job Specific Costing	-	-	Job Specific Costing	-
100mm Diameter and greater	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Regional Watermain Connection	Per Connection	\$1,238.65	\$0.00	\$1,238.65	\$1,200.25	\$0.00	\$1,200.25	3.2%
Valve Chamber	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Repair, Replace or Upgrade of Water Services (Public Property)

Repair or Replace Service - Same Size	Per Linear Meter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Upgrade Service from <19 mm to 25mm	Per Linear Meter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
Upgrade Service from 19mm to 25mm	Per Linear Meter	\$397.30	\$0.00	\$397.30	\$385.00	\$0.00	\$385.00	3.2%
Upgrade Service - Greater Than 25mm	Per Linear Meter	-	-	Job Specific Costing	-	-	Job Specific Costing	-

•Applicable when private property is also being upgraded at the owner's expense.
The minimum charge for servicing is ten (10) linear metres

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Abandon Existing Water Service								
Water Service <= 50mm (2") Work to include removal of existing meter, excavation on the existing service at the main, shutting off the main stop, removal of existing curb box, backfilling excavations and reinstatement.	Per Water service	\$1,537.25	\$0.00	\$1,537.25	\$1,489.60	\$0.00	\$1,489.60	3.2%
•Charge may be waived if a new service is installed in the same trench at time of excavation.								
Water Service > 50mm (2") Work will generally include removal of existing meter, excavation on the existing service at the main, replacing a section of the watermain at the service connection, removal of existing service valve and valve box, backfilling excavations and reinstatement.	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Water Meters

Water Meter Miscellaneous Costs

Water Meter Bench Test

Water Meter Bench Test Fee	Per Test	\$157.10	\$0.00	\$157.10	\$152.25	\$0.00	\$152.25	3.2%
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•The Water Meter Bench Test Fee includes meter removal, testing and replacement.

Water Meter Lost/Stolen/Broken

Pricing dependent on meter size	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Frozen Water Meter - (Service and Replacement Cost)

Less than 50mm Diameter

Regular Time (7:00 a.m. to 3:00 p.m., Monday to Friday)	Per Meter	\$392.80	\$0.00	\$392.80	\$380.60	\$0.00	\$380.60	3.2%
Overtime (3:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	Per Meter	\$439.95	\$0.00	\$439.95	\$426.30	\$0.00	\$426.30	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
50mm Diameter and Greater								
Regular Time (7:00 a.m. to 3:00 p.m., Monday to Friday)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Overtime (3:00 p.m. - 7:00 a.m., Saturday, Sunday and Holidays)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Water Service Call

Residential

Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$157.10	\$0.00	\$157.10	\$152.25	\$0.00	\$152.25	3.2%
Overtime (7:00 p.m. - 7:00 a.m., Saturday, Sunday and Holidays)	Per Service call	\$230.45	\$0.00	\$230.45	\$223.30	\$0.00	\$223.30	3.2%

Non-Residential

Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$209.50	\$0.00	\$209.50	\$203.00	\$0.00	\$203.00	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	Per Service call	\$298.50	\$0.00	\$298.50	\$289.25	\$0.00	\$289.25	3.2%

•The Non-Residential - Overtime charge is a minimum fee which may increase if the actual cost is greater.

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Water Turn Off/On

- Water turned off on regular time and turned back on overtime is charged at the overtime rate.
- Water turned off on overtime and turned back on within two (2) hours of being turned off is charged at the overtime rate.
- Water turned off on overtime and turned back on after two (2) hours of being turned off is charged at two (2) times the overtime rate.

Residential

Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$89.00	\$0.00	\$89.00	\$86.25	\$0.00	\$86.25	3.2%
Overtime (7:00 p.m. to 7:00 a.m., Saturday, Sunday and Holidays)	Per Service call	\$125.70	\$0.00	\$125.70	\$121.80	\$0.00	\$121.80	3.2%

Non-Residential

Regular Time (7:00 a.m. to 7:00 p.m., Monday to Friday)	Per Service call	\$175.45	\$0.00	\$175.45	\$170.00	\$0.00	\$170.00	3.2%
Overtime (7:00 p.m. - 7:00 a.m., Saturday, Sunday and Holidays)	Per Service call	\$252.85	\$0.00	\$252.85	\$245.00	\$0.00	\$245.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Parking

Hourly/Daily Rates

Parking Meters

Parking Meters	Per Hour	\$1.59	\$0.21	\$1.80	\$1.55	\$0.20	\$1.75	2.9%
Bagged Meter	Per Day	\$23.14	\$3.01	\$26.15	\$22.43	\$2.92	\$25.35	3.2%
Convenience Fee Meters (Pay and Display)	Per Transaction	\$0.09	\$0.01	\$0.10	\$0.09	\$0.01	\$0.10	0.0%

Parking Garages

Garden Park/Carlisle St. Garage	Per Hour	\$1.55	\$0.20	\$1.75	\$1.55	\$0.20	\$1.75	0.0%
Ontario Street Garage	Per Hour	\$1.55	\$0.20	\$1.75	\$1.55	\$0.20	\$1.75	0.0%
Daily Maximum	Per Day	\$12.39	\$1.61	\$14.00	\$12.39	\$1.61	\$14.00	0.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Monthly Rates

Monthly Parking Lot Pass A	Per Month	\$78.76	\$10.24	\$89.00	\$76.33	\$9.92	\$86.25	3.2%
Monthly Parking Lot Pass B	Per Month	\$66.24	\$8.61	\$74.85	\$64.20	\$8.35	\$72.55	3.2%
Monthly Parking Lot Pass C	Per Month	\$23.19	\$3.01	\$26.20	\$22.48	\$2.92	\$25.40	3.1%
Monthly Parking Lot Pass D	Per Month	\$78.76	\$10.24	\$89.00	\$76.33	\$9.92	\$86.25	3.2%
Accessible Permit - On Street	Per Month	\$50.97	\$6.63	\$57.60	\$49.38	\$6.42	\$55.80	3.2%
Monthly Parking Lot Pass B - 24-Hour Permit	Per Month	\$101.95	\$13.25	\$115.20	\$98.81	\$12.84	\$111.65	3.2%

Parking Garages

Ontario Street	Per Month	\$92.70	\$12.05	\$104.75	\$89.82	\$11.68	\$101.50	3.2%
Garden Park/Carlisle Street - Above Ground	Per Month	\$92.70	\$12.05	\$104.75	\$89.82	\$11.68	\$101.50	3.2%
Garden Park/Carlisle Street - Underground Level	Per Month	\$111.24	\$14.46	\$125.70	\$107.79	\$14.01	\$121.80	3.2%
Garden Park/Carlisle Street - Car Pooling Extra Card	Per Month	\$9.73	\$1.27	\$11.00	\$9.42	\$1.23	\$10.65	3.3%
Garden Park/Carlisle Street - Accessible Parking Permit	Per Month	\$64.87	\$8.43	\$73.30	\$62.88	\$8.17	\$71.05	3.2%
Parking Garage 24 Hour Monthly Permit	Per Month	\$101.95	\$13.25	\$115.20	\$98.81	\$12.84	\$111.65	3.2%

Proposed Rates and Fees 2023

Management Services, Director 2023 Schedule of Rates and Fees

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Special Event Parking								
Garden Park Lot	Per Event	\$4.42	\$0.58	\$5.00	\$4.42	\$0.58	\$5.00	0.0%
Head Street Lot	Per Event	\$4.42	\$0.58	\$5.00	\$4.42	\$0.58	\$5.00	0.0%
Race Street Lot	Per Event	\$4.42	\$0.58	\$5.00	\$4.42	\$0.58	\$5.00	0.0%
David S. Howes Way Lot	Per Event	\$8.85	\$1.15	\$10.00	\$8.85	\$1.15	\$10.00	0.0%
Garden Park/Carlisle St. Garage	Per Event	\$4.42	\$0.58	\$5.00	\$4.42	\$0.58	\$5.00	0.0%
Ontario Street Garage	Per Event	\$4.42	\$0.58	\$5.00	\$4.42	\$0.58	\$5.00	0.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Special Provision Areas

Lakeside Park / Metered Area Lakeport Road (May 1 to September 30)	Per Hour	\$2.65	\$0.35	\$3.00	\$2.65	\$0.35	\$3.00	0.0%
Sunset Beach (May 1 to September 30)	Per Hour	\$2.65	\$0.35	\$3.00	\$2.65	\$0.35	\$3.00	0.0%
Seasonal Boat Launch Parking Pass	Per Year	\$88.50	\$11.50	\$100.00	\$88.50	\$11.50	\$100.00	0.0%
Replacement Fee for lost Seasonal Boat Launch Parking Pass	Per Pass	\$17.70	\$2.30	\$20.00	\$17.70	\$2.30	\$20.00	0.0%
Residential Beach Parking Pass	Per Permit	\$13.27	\$1.73	\$15.00	\$13.27	\$1.73	\$15.00	0.0%

Other Rates

Residential Permits	Per Year	\$46.33	\$6.02	\$52.35	\$44.91	\$5.84	\$50.75	3.2%
Replacement Permit	Per Permit	\$11.15	\$1.45	\$12.60	\$10.80	\$1.40	\$12.20	3.3%
Hang Tag Plastic Sleeve	Per Sleeve	\$0.88	\$0.12	\$1.00	\$0.88	\$0.12	\$1.00	0.0%
Pay by Phone Convenience Fee	Per Transaction	\$0.09	\$0.01	\$0.10	\$0.09	\$0.01	\$0.10	0.0%
Municipal Parking Hearing Fee (Per Hour Session)	Per Hour	\$27.79	\$3.61	\$31.40	\$26.95	\$3.50	\$30.45	3.1%

Financial Management Services, Director 2023 Schedule of Rates and Fees :: Page 170 of 405

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Planning and Building Services

Administrative Fees Associated with a Permit

Additional Fee When Permit Divided Into Part Permits	Flat Fee	\$173.70	\$0.00	\$173.70	\$168.30	\$0.00	\$168.30	3.2%
Alternative Solutions	Per Application	-	-	Job Specific Costing	-	-	Job Specific Costing	-

•\$500 per application Up to 4 hours of staff time with an additional \$125 per hour for every hour over four (4).

Defer or Revocation of a permit or cancellation of an application.	Per Permit	\$136.30	\$0.00	\$136.30	\$132.05	\$0.00	\$132.05	3.2%
Letter (No Inspection)	Per Letter	\$136.30	\$0.00	\$136.30	\$132.05	\$0.00	\$132.05	3.2%
Deferral of revocation of a permit or cancellation of an application	Per Permit	\$136.30	\$0.00	\$136.30	\$132.05	\$0.00	\$132.05	3.2%
Expedited permit (resource dependent) - 1.5 x the applicable rate	Per Permit	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Liquor License Inspection Report	Per Permit	\$215.65	\$0.00	\$215.65	\$208.95	\$0.00	\$208.95	3.2%
Permit Administration Fee	Flat Fee	-	-	Job Specific Costing	-	-	Job Specific Costing	-

•The higher of 25%, 50% or 100% of the original permit fee based on the stage of construction or the minimum fee. This amount will be added to the permit cost and will not exceed \$5,000.

Re-inspection fee	Flat Fee	\$173.70	\$0.00	\$173.70	\$168.30	\$0.00	\$168.30	3.2%
To reinspect/update file closed with outstanding order	Per Permit	\$173.70	\$0.00	\$173.70	\$168.30	\$0.00	\$168.30	3.2%
Request for Inspection Outside Normal Working Hours	Per Hour	-	-	Job Specific Costing	-	-	Job Specific Costing	-

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Retrieval Of Dead Permit Files & Drawings	Per Permit	\$63.55	\$0.00	\$63.55	\$61.60	\$0.00	\$61.60	3.2%
Review Revised Drawings	Per Permit	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Third Party Review for Plans Examination or Inspection (at the discretion of the CBO)	Per Permit	-	-	Job Specific Costing	-	-	Job Specific Costing	-
To transfer ownership of permit	Per Permit	\$136.30	\$0.00	\$136.30	\$132.05	\$0.00	\$132.05	3.2%

Agreements

Agreements, Leases or Licences (Misc.)	Per Agreement	\$466.45	\$0.00	\$466.45	\$452.00	\$0.00	\$452.00	3.2%
Agreements, Release Of Various	Per Agreement	\$326.20	\$0.00	\$326.20	\$316.10	\$0.00	\$316.10	3.2%
Conditional Permit Agreement Application	Per Agreement	\$785.60	\$0.00	\$785.60	\$761.25	\$0.00	\$761.25	3.2%
Conditional Permit Agreement Release	Per Agreement	\$395.65	\$0.00	\$395.65	\$383.40	\$0.00	\$383.40	3.2%
Demolition Agreement	Per Agreement	\$615.10	\$0.00	\$615.10	\$596.05	\$0.00	\$596.05	3.2%
Demolition Agreement Release	Per Agreement	\$395.65	\$0.00	\$395.65	\$383.40	\$0.00	\$383.40	3.2%
Outdoor Patio Development Agreement preparation	Per Agreement	\$533.70	\$0.00	\$533.70	\$517.15	\$0.00	\$517.15	3.2%
Spatial Separation Agreement	Per Agreement	\$737.75	\$0.00	\$737.75	\$714.85	\$0.00	\$714.85	3.2%
Spatial Separation Agreement Release	Per Agreement	\$394.60	\$0.00	\$394.60	\$382.35	\$0.00	\$382.35	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Building Permit Fees

Minimum Building Permit Fee	Per Permit	\$146.15	\$0.00	\$146.15	\$141.60	\$0.00	\$141.60	3.2%
Building Permit Fee when square foot method is not possible	Per Permit	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Application Fee for Complex Projects Adjusted During Plan Review	Per Square Foot	-	-	Job Specific Costing	-	-	Job Specific Costing	-

•\$12.00 for each \$1,000.00 of estimated value of work or portion thereof. (Square foot method may result in an additional fee or refund)

Group A - Assembly

School, church, restaurant over 30 persons, library, club, outdoor patio, hall and occupancies of a similar nature	Per Square Foot	\$2.35	\$0.00	\$2.35	\$2.30	\$0.00	\$2.30	2.2%
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Group B - Institutional

Hospital, nursing home, reformatory, prison and occupancies of a similar nature	Per Square Foot	\$2.60	\$0.00	\$2.60	\$2.50	\$0.00	\$2.50	4.0%
Residential Care Facility	Per Square Foot	\$2.05	\$0.00	\$2.05	\$2.00	\$0.00	\$2.00	2.5%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Group C - Residential								
Single, semi, duplex, triplex, row house and multiple dwelling	Per Square Foot	\$1.55	\$0.00	\$1.55	\$1.50	\$0.00	\$1.50	3.3%
Each attached garage or carport, shed, decks, open porch, balcony	Per Square Foot	\$1.55	\$0.00	\$1.55	\$1.50	\$0.00	\$1.50	3.3%
Miscellaneous Residential Work - addition to existing	Per Square Foot	\$1.50	\$0.00	\$1.50	\$1.45	\$0.00	\$1.45	3.4%
Miscellaneous Residential Work - finish basement	Per Square Foot	\$1.50	\$0.00	\$1.50	\$1.45	\$0.00	\$1.45	3.4%
Apartment building - six (6) storey building or less	Per Square Foot	\$1.50	\$0.00	\$1.50	\$1.45	\$0.00	\$1.45	3.4%
Apartment building more than six (6) stories	Per Square Foot	\$1.35	\$0.00	\$1.35	\$1.30	\$0.00	\$1.30	3.8%
Hotel/motel building - 2 storey building or less	Per Square Foot	\$1.60	\$0.00	\$1.60	\$1.55	\$0.00	\$1.55	3.2%
Hotel/motel building - more than 2 stories	Per Square Foot	\$1.50	\$0.00	\$1.50	\$1.45	\$0.00	\$1.45	3.4%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Group D - Business and Personal Services								
Office, medical, financial institution and occupancies of a similar nature - 6 storey building or less	Per Square Foot	\$2.10	\$0.00	\$2.10	\$2.05	\$0.00	\$2.05	2.4%
Office, medical, financial institution and occupancies of a similar nature - More than 6 story building	Per Square Foot	\$2.00	\$0.00	\$2.00	\$1.95	\$0.00	\$1.95	2.6%
Group E - Mercantile								
Building up to and including 10,000 sq. ft.	Per Square Foot	\$1.70	\$0.00	\$1.70	\$1.65	\$0.00	\$1.65	3.0%
Building up to and including 50,000 sq. ft.	Per Square Foot	\$1.65	\$0.00	\$1.65	\$1.60	\$0.00	\$1.60	3.1%
Building over 50,000 sq. ft.	Per Square Foot	\$1.55	\$0.00	\$1.55	\$1.50	\$0.00	\$1.50	3.3%
Group F - Industrial								
Building up to and including 10,000 sq. ft.	Per Square Foot	\$1.20	\$0.00	\$1.20	\$1.15	\$0.00	\$1.15	4.3%
Building up to and including 50,000 sq. ft.	Per Square Foot	\$1.15	\$0.00	\$1.15	\$1.10	\$0.00	\$1.10	4.5%
Building over 50,000 sq. ft.	Per Square Foot	\$1.00	\$0.00	\$1.00	\$0.95	\$0.00	\$0.95	5.3%
Parking Garage	Per Square Foot	\$0.70	\$0.00	\$0.70	\$0.70	\$0.00	\$0.70	0.0%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Farm Buildings and Low Human Occupancy								
Greenhouse	Per Square Foot	\$0.55	\$0.00	\$0.55	\$0.55	\$0.00	\$0.55	0.0%
Storage, livestock buildings and occupancies of a similar nature	Per Square Foot	\$0.55	\$0.00	\$0.55	\$0.55	\$0.00	\$0.55	0.0%
Other Than Low Human Occupancy								
Office, work area, retail packaging and occupancies of a similar nature	Per Square Foot	\$1.20	\$0.00	\$1.20	\$1.15	\$0.00	\$1.15	4.3%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Heating, Ventilation and Air Conditioning (HVAC) Permit Fees

Minimum HVAC Only Fee	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Add on System (unit heater, make up air unit, exhaust fans) and or ductwork alterations.	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Furnace Replacement or Air Conditioner (Unit Installation)	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Commercial Exhaust Hood, Spray Booth, Dust Collection System	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Masonry Fireplace, woodstove	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%

Plumbing Permit Fees (Where no building permit is required)

Backflow Prevention Device	Per Device	\$85.10	\$0.00	\$85.10	\$82.45	\$0.00	\$82.45	3.2%
Minimum Plumbing Permit Fee	Flat Fee	\$146.15	\$0.00	\$146.15	\$141.60	\$0.00	\$141.60	3.2%
Each fixture	Per Fixture	\$16.55	\$0.00	\$16.55	\$16.05	\$0.00	\$16.05	3.1%
Each manhole, catch basin or fire hydrant	Per Fixture	\$40.85	\$0.00	\$40.85	\$39.60	\$0.00	\$39.60	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Drain, sewer or water pipe 4" (100 mm) or less	Per Linear Foot	\$0.70	\$0.00	\$0.70	\$0.70	\$0.00	\$0.70	0.0%
Drain, sewer or water pipe more than 4" (100 mm)	Per Linear Foot	\$1.05	\$0.00	\$1.05	\$1.00	\$0.00	\$1.00	5.0%
Septic Tank Changeover	Per Permit	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%

Other Miscellaneous Permit Fees

Balcony guard repair or balcony repair	Flat Fee	\$34.10	\$0.00	\$34.10	\$33.05	\$0.00	\$33.05	3.2%
Business Licence Review (Building & Zoning)	Per Letter	\$56.70	\$0.00	\$56.70	\$54.95	\$0.00	\$54.95	3.2%
Canopy or Marquee	Per Square Foot	\$1.05	\$0.00	\$1.05	\$1.00	\$0.00	\$1.00	5.0%
Change of Use (no construction required)	Flat Fee	\$176.10	\$0.00	\$176.10	\$170.65	\$0.00	\$170.65	3.2%
Demolition Permit	Per Permit	\$249.70	\$0.00	\$249.70	\$241.95	\$0.00	\$241.95	3.2%
Designated Structure (retaining wall, communication tower, pedestrian bridge, crane runway, storage tank, dish antenna, solar	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Electromagnetic locking device, hold open device	Per Device	\$52.35	\$0.00	\$52.35	\$50.75	\$0.00	\$50.75	3.2%
Fire alarm system, emergency lighting, sprinkler system, stand pipe system, fixed extinguishing system	Flat Fee	\$246.15	\$0.00	\$246.15	\$238.50	\$0.00	\$238.50	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Foundation	Per Square Foot	\$0.50	\$0.00	\$0.50	\$0.50	\$0.00	\$0.50	0.0%
Minor Alterations including single partition, demising wall, new roof structure, washroom, etc., each	Flat Fee	\$270.05	\$0.00	\$270.05	\$261.70	\$0.00	\$261.70	3.2%
Moving of a Building	Per Permit	\$136.65	\$0.00	\$136.65	\$132.40	\$0.00	\$132.40	3.2%
Occupancy Permit (building not fully completed) Residential - per dwelling unit, room or suite of Rooms individually occupied	Flat Fee	\$136.65	\$0.00	\$136.65	\$132.40	\$0.00	\$132.40	3.2%
Other occupancies - per 1,000 sq. ft. of floor area or portion to be occupied	Per Square Foot	\$68.00	\$0.00	\$68.00	\$65.90	\$0.00	\$65.90	3.2%
Parking Garage Repair	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Pavilion, bandshell, open sided covered walkway	Per Square Foot	\$1.05	\$0.00	\$1.05	\$1.00	\$0.00	\$1.00	5.0%
Public Pool	Flat Fee	\$811.40	\$0.00	\$811.40	\$786.25	\$0.00	\$786.25	3.2%
Racking System	Per Square Foot	\$1.05	\$0.00	\$1.05	\$1.00	\$0.00	\$1.00	5.0%
Shoring	Per Linear Foot	\$3.70	\$0.00	\$3.70	\$3.60	\$0.00	\$3.60	2.8%
Temporary structure (tent, air supported structure, new portable, relocated portable)	Flat Fee	\$232.65	\$0.00	\$232.65	\$225.45	\$0.00	\$225.45	3.2%
Underpinning	Per Permit	\$3.70	\$0.00	\$3.70	\$3.60	\$0.00	\$3.60	2.8%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
By-law and Property Standards Fees								
Certificate of Compliance	Per Letter	\$146.75	\$0.00	\$146.75	\$142.20	\$0.00	\$142.20	3.2%
Entry onto Adjoining Land (non refundable)	Flat Fee	\$137.50	\$0.00	\$137.50	\$133.25	\$0.00	\$133.25	3.2%
Adjoining Land Entry - Extension of Authorization	Flat Fee	\$52.35	\$0.00	\$52.35	\$50.75	\$0.00	\$50.75	3.2%
Fence By-Law Variance Application	Flat Fee	\$420.15	\$0.00	\$420.15	\$407.10	\$0.00	\$407.10	3.2%
File a Notice of Appeal	Flat Fee	\$429.15	\$0.00	\$429.15	\$415.85	\$0.00	\$415.85	3.2%
Registration/Discharge - Property Standards Order	Flat Fee	\$300.40	\$0.00	\$300.40	\$291.10	\$0.00	\$291.10	3.2%
Reinspection Fee for Property Standards or By-law Enforcement (for the 3rd and subsequent required inspections)	Per Inspection	\$172.75	\$0.00	\$172.75	\$167.40	\$0.00	\$167.40	3.2%
Swimming Pool Fence Permit	Per Permit	\$186.35	\$0.00	\$186.35	\$180.55	\$0.00	\$180.55	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
General Business Licences								
Adult Entertainment Parlour - Owner	Per Location	\$4,504.20	\$0.00	\$4,504.20	\$4,364.55	\$0.00	\$4,364.55	3.2%
Adult Entertainment Parlour - Operator	Per Location	\$1,238.65	\$0.00	\$1,238.65	\$1,200.25	\$0.00	\$1,200.25	3.2%
Amusement arcade (Gross usable floor area)	Per Location per square foot	\$0.50	\$0.00	\$0.50	\$0.50	\$0.00	\$0.50	0.0%
Auctioneer	Per Person	\$56.30	\$0.00	\$56.30	\$54.55	\$0.00	\$54.55	3.2%
Bill Poster	Per Licence	\$123.85	\$0.00	\$123.85	\$120.00	\$0.00	\$120.00	3.2%
Body Rub Parlour - Owner	Per Location	\$4,504.20	\$0.00	\$4,504.20	\$4,364.55	\$0.00	\$4,364.55	3.2%
Body Rub Parlour - Operator	Per Location	\$1,238.65	\$0.00	\$1,238.65	\$1,200.25	\$0.00	\$1,200.25	3.2%
Body Rub Parlour - Body Rubber	Per Location	\$123.85	\$0.00	\$123.85	\$120.00	\$0.00	\$120.00	3.2%
Business Licence Compliance Letter	Per Location	\$16.85	\$0.00	\$16.85	\$16.35	\$0.00	\$16.35	3.1%
Business Licence Refund Fee	Per Licence	\$33.80	\$0.00	\$33.80	\$32.75	\$0.00	\$32.75	3.2%
Drive-in Theatre	Per Screen	\$197.00	\$0.00	\$197.00	\$190.90	\$0.00	\$190.90	3.2%
Hawkers and Peddlers - Resident	Per Location	\$225.20	\$0.00	\$225.20	\$218.20	\$0.00	\$218.20	3.2%
Hawkers and Peddlers - Non-Resident	Per Location	\$692.60	\$0.00	\$692.60	\$671.10	\$0.00	\$671.10	3.2%
Hawkers and Peddlers - Agreement Fee	Per Location per square foot	\$16.85	\$0.00	\$16.85	\$16.35	\$0.00	\$16.35	3.1%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Hawkers and Peddlers - Minimum Agreement Fee	Per Location	\$563.00	\$0.00	\$563.00	\$545.55	\$0.00	\$545.55	3.2%
Kennel Owner - Registered with Canadian Kennel Club	Per Licence	\$110.55	\$0.00	\$110.55	\$107.10	\$0.00	\$107.10	3.2%
Master Plumber - New Licence	Per Person	\$86.70	\$0.00	\$86.70	\$84.00	\$0.00	\$84.00	3.2%
Master Plumber - Renewal	Per Person	\$61.95	\$0.00	\$61.95	\$60.05	\$0.00	\$60.05	3.2%
Master Plumber/Plumbing Contractor - New Licence	Per Company	\$86.70	\$0.00	\$86.70	\$84.00	\$0.00	\$84.00	3.2%
Master Plumber/Plumbing Contractor - Renewal	Per Company	\$61.95	\$0.00	\$61.95	\$60.05	\$0.00	\$60.05	3.2%
Public Hall	Per Location	\$174.50	\$0.00	\$174.50	\$169.10	\$0.00	\$169.10	3.2%
Public Hall - Non-profit or charitable	Per Location	\$130.65	\$0.00	\$130.65	\$126.60	\$0.00	\$126.60	3.2%
Refreshment Stand/Booth/Place	Per Location	\$157.65	\$0.00	\$157.65	\$152.75	\$0.00	\$152.75	3.2%
Restaurant	Per Location	\$157.65	\$0.00	\$157.65	\$152.75	\$0.00	\$152.75	3.2%
Second Level Lodging Houses	Per Location	\$225.20	\$0.00	\$225.20	\$218.20	\$0.00	\$218.20	3.2%
Theatre	Per Screen	\$197.00	\$0.00	\$197.00	\$190.90	\$0.00	\$190.90	3.2%
Late Fees (Except Master Plumber & Auctioneers)	Per Licence	\$55.25	\$0.00	\$55.25	\$53.55	\$0.00	\$53.55	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Liquor Licences

Events of Municipal Significance with SOP	Per Agreement	\$41.90	\$0.00	\$41.90	\$40.60	\$0.00	\$40.60	3.2%
Permanent Liquor Licence - new and modifications	Per Agreement	\$26.15	\$0.00	\$26.15	\$25.35	\$0.00	\$25.35	3.2%
Special Occasion Permit (SOP)	Per Agreement	\$26.15	\$0.00	\$26.15	\$25.35	\$0.00	\$25.35	3.2%
Temporary Liquor Licence	Per Agreement	\$26.15	\$0.00	\$26.15	\$25.35	\$0.00	\$25.35	3.2%

Licensing

Short-Term Rental Licence: Application Fee	Per Application	\$516.00	\$0.00	\$516.00	\$500.00	\$0.00	\$500.00	3.2%
Short-Term Rental Licence: Renewal Fee	Per Application	\$516.00	\$0.00	\$516.00	\$500.00	\$0.00	\$500.00	3.2%
Short-Term Rental Licence: Appeal Fee	Per Application	\$103.20	\$0.00	\$103.20	\$100.00	\$0.00	\$100.00	3.2%

Public Nuisances

Removal of Graffiti on Private Property	Per Permit	-	-	Job Specific Costing	-	-	Job Specific Costing	-
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Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Mowing of Weeds and Grass on Private Lots and the Untraveled Portion of the Public Highway - Area								
0 - 7,500 square feet	Flat Fee	\$492.10	\$0.00	\$492.10	\$476.85	\$0.00	\$476.85	3.2%
7,501 - 15,000 square feet	Flat Fee	\$561.00	\$0.00	\$561.00	\$543.60	\$0.00	\$543.60	3.2%
15,001 - 30,000 square feet	Flat Fee	\$821.75	\$0.00	\$821.75	\$796.25	\$0.00	\$796.25	3.2%
30,001 - less than 1 acre	Flat Fee	\$861.80	\$0.00	\$861.80	\$835.10	\$0.00	\$835.10	3.2%
1 acre - 1.5 acres	Flat Fee	\$951.00	\$0.00	\$951.00	\$921.50	\$0.00	\$921.50	3.2%
Greater than 1.5 acres - 2 acres	Flat Fee	\$1,114.95	\$0.00	\$1,114.95	\$1,080.40	\$0.00	\$1,080.40	3.2%
Over 2 acres - per acre (additional charge)	Flat Fee	\$492.10	\$0.00	\$492.10	\$476.85	\$0.00	\$476.85	3.2%
Mowing requiring a contractor	Flat Fee	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Additional Admin Fee when contractor required	Flat Fee	\$181.55	\$0.00	\$181.55	\$175.90	\$0.00	\$175.90	3.2%
Maintenance of Grasses/Weeds - Repeat Inspections	Flat Fee	\$261.85	\$0.00	\$261.85	\$253.75	\$0.00	\$253.75	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Sign Permit Fees								
Ground, projecting and wall	Per Permit	\$137.30	\$0.00	\$137.30	\$133.05	\$0.00	\$133.05	3.2%
Pole	Per Permit	\$271.25	\$0.00	\$271.25	\$262.85	\$0.00	\$262.85	3.2%
Portable								
For 30 consecutive days	Flat Fee	\$62.15	\$0.00	\$62.15	\$60.20	\$0.00	\$60.20	3.2%
For 60 consecutive days	Flat Fee	\$124.25	\$0.00	\$124.25	\$120.40	\$0.00	\$120.40	3.2%
For 90 consecutive days	Flat Fee	\$153.65	\$0.00	\$153.65	\$148.90	\$0.00	\$148.90	3.2%
For 120 consecutive days	Flat Fee	\$184.10	\$0.00	\$184.10	\$178.40	\$0.00	\$178.40	3.2%
Sign By-Law Variance Application	Per Permit	\$420.15	\$0.00	\$420.15	\$407.10	\$0.00	\$407.10	3.2%
Temporary Wrap Around Signs	Per Permit	\$167.10	\$0.00	\$167.10	\$161.90	\$0.00	\$161.90	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Planning Fees								
Boulevard Trees								
New Tree Planting 60mm Deciduous Tree	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Replacement Tree (Does not include costs of removal)	-	-	-	Job Specific Costing	-	-	Job Specific Costing	-
Committee of Adjustment								
Consent Application - New Lots	Per Application	\$2,134.75	\$0.00	\$2,134.75	\$2,068.55	\$0.00	\$2,068.55	3.2%
Consent Application - Others, i.e., easements, etc.	Per Application	\$1,490.25	\$0.00	\$1,490.25	\$1,444.05	\$0.00	\$1,444.05	3.2%
Variance Application	Per Application	\$1,601.10	\$0.00	\$1,601.10	\$1,551.45	\$0.00	\$1,551.45	3.2%
Consent and Validation of Title Certification Fee	Per Application	\$229.30	\$0.00	\$229.30	\$222.20	\$0.00	\$222.20	3.2%
Development Agreement for New Lots	Per Agreement	\$851.90	\$0.00	\$851.90	\$825.50	\$0.00	\$825.50	3.2%
Committee of Adjustment Pre-Consultation All Severances	Per Application	\$1,314.90	\$0.00	\$1,314.90	\$1,274.15	\$0.00	\$1,274.15	3.2%
Recirculation Fee	Per Application	\$552.90	\$0.00	\$552.90	\$535.75	\$0.00	\$535.75	3.2%
Section 45 Agreements	Per Agreement	\$3,048.75	\$0.00	\$3,048.75	\$2,954.20	\$0.00	\$2,954.20	3.2%
Special Hearing Fee (in addition to Application Fee)	Flat Fee	\$921.60	\$0.00	\$921.60	\$893.00	\$0.00	\$893.00	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Condominium Fees								
Amendment - Description for Registered Condominium	Per Application	\$561.90	\$0.00	\$561.90	\$544.50	\$0.00	\$544.50	3.2%
Application for Approval - Final Condominium Plans	Per Application	\$3,142.45	\$0.00	\$3,142.45	\$3,045.00	\$0.00	\$3,045.00	3.2%
Condominium Draft Plan Approval	Per Application	\$7,305.00	\$0.00	\$7,305.00	\$7,078.50	\$0.00	\$7,078.50	3.2%
Exemption from Condominium Draft Plan Approval	Per Application	\$2,134.75	\$0.00	\$2,134.75	\$2,068.55	\$0.00	\$2,068.55	3.2%
Condominium Extension to Draft Approval								
Major - With Circulation > 4 months	Per Application	\$2,618.70	\$0.00	\$2,618.70	\$2,537.50	\$0.00	\$2,537.50	3.2%
Minor - Without Circulation < 4 months	Per Application	\$1,449.75	\$0.00	\$1,449.75	\$1,404.80	\$0.00	\$1,404.80	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Documents and Printing Fees								
Basic Street Maps (Paper Prints Only)								
1:20,000 (Black & White)	Flat Fee	\$6.50	\$0.00	\$6.50	\$6.30	\$0.00	\$6.30	3.2%
1:20,000 (Colour)	Flat Fee	\$10.40	\$0.00	\$10.40	\$10.10	\$0.00	\$10.10	3.0%
Official Plan (Garden City Plan)	Flat Fee	\$84.20	\$0.00	\$84.20	\$81.60	\$0.00	\$81.60	3.2%
Official Plan (Certified)	Flat Fee	\$90.75	\$0.00	\$90.75	\$87.95	\$0.00	\$87.95	3.2%
Mapping Requests for Ministry of Environment Approvals	Flat Fee	\$77.75	\$0.00	\$77.75	\$75.35	\$0.00	\$75.35	3.2%
Microfilm Prints	Per Page	\$2.05	\$0.00	\$2.05	\$2.00	\$0.00	\$2.00	2.5%
Photocopies - miscellaneous	Per Page	\$0.50	\$0.00	\$0.50	\$0.45	\$0.00	\$0.45	11.1%
Property/Addressing Mapping	Per Page	\$9.15	\$0.00	\$9.15	\$8.85	\$0.00	\$8.85	3.4%
Zoning Maps	Flat Fee	\$136.15	\$0.00	\$136.15	\$131.95	\$0.00	\$131.95	3.2%
Zoning By-law 2013-283	Flat Fee	\$32.40	\$0.00	\$32.40	\$31.40	\$0.00	\$31.40	3.2%
Zoning By-law - Certified	Flat Fee	\$37.25	\$0.00	\$37.25	\$36.10	\$0.00	\$36.10	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Heritage Fees								
Heritage Permit Application Fee	Per Application	\$271.95	\$0.00	\$271.95	\$263.50	\$0.00	\$263.50	3.2%
Official Plan								
Official Plan Application Amendment (includes advertising	Per Application	\$15,712.20	\$0.00	\$15,712.20	\$15,225.00	\$0.00	\$15,225.00	3.2%
Preconsultation (discounted from full fee)	Per Application	\$1,314.90	\$0.00	\$1,314.90	\$1,274.15	\$0.00	\$1,274.15	3.2%
Other Approvals								
Public Meeting Rescheduling After Public Notice Issued (Official Plan Amendment, Zoning Amendment, Draft Plan of Subdivision, Draft Plan of Condominium)	Per Application	\$721.50	\$0.00	\$721.50	\$699.15	\$0.00	\$699.15	3.2%
Street Naming - Private Roads	Per Application	\$1,084.30	\$0.00	\$1,084.30	\$1,050.70	\$0.00	\$1,050.70	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Other								
Address Change Application Fee	Per Application	\$168.60	\$0.00	\$168.60	\$163.35	\$0.00	\$163.35	3.2%
Part Lot Control By-Law Application	Per Application	\$1,897.55	\$0.00	\$1,897.55	\$1,838.70	\$0.00	\$1,838.70	3.2%
Servicing Agreement & Other Development Type Agreements (Similar To Section 45 C. of A. Agreements)	Per Agreement	\$2,996.65	\$0.00	\$2,996.65	\$2,903.75	\$0.00	\$2,903.75	3.2%
Telecommunication Facility Review Fee	Per Agreement	\$2,134.75	\$0.00	\$2,134.75	\$2,068.55	\$0.00	\$2,068.55	3.2%
Site Plan								
Site Plan Agreement	Per Agreement	\$7,999.15	\$0.00	\$7,999.15	\$7,751.10	\$0.00	\$7,751.10	3.2%
Full site plan application fee is a sum of the base fee and the per unit/ type/ square footage of the development to a maximum of \$ 15,000								
Apartment Buildings (inclusive of mixed-use buildings) 4 storys or	Per Agreement	\$3,096.00	\$0.00	\$3,096.00	\$3,000.00	\$0.00	\$3,000.00	3.2%
Apartment Buildings (inclusive of mixed- use buildings) 5- 8 storeys	Per Agreement	\$7,480.85	\$0.00	\$7,480.85	\$7,248.90	\$0.00	\$7,248.90	3.2%
Apartment Buildings (inclusive of mixed- use buildings) 9+ storeys	Per Agreement	\$7,480.85	\$0.00	\$7,480.85	\$7,248.90	\$0.00	\$7,248.90	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
All other dwelling types (site plan)	Per Unit	\$309.60	\$0.00	\$309.60	\$300.00	\$0.00	\$300.00	3.2%
Non-Residential Floor Area Fee (site plan)	Per 1,000 Square Feet	\$52.15	\$0.00	\$52.15	\$50.55	\$0.00	\$50.55	3.2%
•Non-Residential floor area \$50.55 for every 1000 sq. ft of floor area in excess of the first 30,000 sq. ft.								
Site Plan Control (minimum fee)	Per Application	\$1,548.00	\$0.00	\$1,548.00	\$1,500.00	\$0.00	\$1,500.00	3.2%
•Flat fee.								
Preconsultation (discounted from full fee)	Per Agreement	\$1,314.90	\$0.00	\$1,314.90	\$1,274.15	\$0.00	\$1,274.15	3.2%
Maximum Charge	Flat Fee	\$15,712.20	\$0.00	\$15,712.20	\$15,225.00	\$0.00	\$15,225.00	3.2%
Extension of Site Plan Agreement for up to 2 years	Flat Fee	\$1,807.15	\$0.00	\$1,807.15	\$1,751.10	\$0.00	\$1,751.10	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Site Plan Agreement Amendment Application								
Major (Registered Agreement) - Includes Preconsultation	Per Application	\$5,972.90	\$0.00	\$5,972.90	\$5,787.70	\$0.00	\$5,787.70	3.2%
Site Plan - Minor (Registered Agreement)	Per Agreement	\$3,585.80	\$0.00	\$3,585.80	\$3,474.60	\$0.00	\$3,474.60	3.2%
Minor (No Registered Agreement)	Per Application	\$2,629.80	\$0.00	\$2,629.80	\$2,548.25	\$0.00	\$2,548.25	3.2%
Site Plan Agreement Clearance Letters	Per Letter	\$687.85	\$0.00	\$687.85	\$666.50	\$0.00	\$666.50	3.2%
Site Plan Agreement Release	Per Agreement	\$1,084.30	\$0.00	\$1,084.30	\$1,050.70	\$0.00	\$1,050.70	3.2%
More Than 1 Partial Release of Securities	Flat Fee	\$526.00	\$0.00	\$526.00	\$509.70	\$0.00	\$509.70	3.2%
More Than 3 Submission of Plans For Review	Flat Fee	\$1,753.20	\$0.00	\$1,753.20	\$1,698.85	\$0.00	\$1,698.85	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Subdivision								
Subdivision Agreement Application	Per Application	\$8,962.45	\$0.00	\$8,962.45	\$8,684.55	\$0.00	\$8,684.55	3.2%
New Tree Planting for a Subdivision 60 mm deciduous tree	Per Tree	\$721.50	\$0.00	\$721.50	\$699.15	\$0.00	\$699.15	3.2%
Subdivision Agreement Amendment Application	Per Application	\$3,176.05	\$0.00	\$3,176.05	\$3,077.55	\$0.00	\$3,077.55	3.2%
Subdivision Agreement Release	Per Agreement	\$1,092.35	\$0.00	\$1,092.35	\$1,058.50	\$0.00	\$1,058.50	3.2%
•A Legal Release Agreement Fee will also be required.								
Subdivision Draft Plan Approval	Per Application	\$13,148.95	\$0.00	\$13,148.95	\$12,741.25	\$0.00	\$12,741.25	3.2%
Preconsultation (discounted from full fee)	Per Application	\$1,314.90	\$0.00	\$1,314.90	\$1,274.15	\$0.00	\$1,274.15	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	

Subdivision Extension to Draft Approval

Major - With Circulation > 4 Months Extension	Per Application	\$2,167.25	\$0.00	\$2,167.25	\$2,100.05	\$0.00	\$2,100.05	3.2%
Minor - Without Circulation < 4 Months Extension	Per Application	\$1,443.00	\$0.00	\$1,443.00	\$1,398.25	\$0.00	\$1,398.25	3.2%
Deeming By-Laws	Per Application	\$1,267.70	\$0.00	\$1,267.70	\$1,228.40	\$0.00	\$1,228.40	3.2%

•A Registration of Agreement or By-law Fee will also be required.

Subdivision Modification to Draft Approval

Major - With Circulation	Per Application	\$2,171.30	\$0.00	\$2,171.30	\$2,103.95	\$0.00	\$2,103.95	3.2%
Minor - Without Circulation	Per Application	\$1,443.00	\$0.00	\$1,443.00	\$1,398.25	\$0.00	\$1,398.25	3.2%

Zoning Fees

Zoning By-Law Amendment Application - Major	Per Application	\$10,474.80	\$0.00	\$10,474.80	\$10,150.00	\$0.00	\$10,150.00	3.2%
Preconsultation (discounted from full fee)	Per Application	\$1,314.90	\$0.00	\$1,314.90	\$1,274.15	\$0.00	\$1,274.15	3.2%
Zoning By-Law Amendment Application - Minor (Includes	Per Application	\$6,320.90	\$0.00	\$6,320.90	\$6,124.90	\$0.00	\$6,124.90	3.2%

Proposed Rates and Fees 2023

Fee Title	Unit of Measure	2023			2022			Percentage Change
		Base Fee	Tax	Total Fee Paid by Customer	Base Fee	Tax	Total Fee Paid by Customer	
Zoning By-Law And Official Plan Amendment Application Combined - if processed concurrently (includes advertising costs)	Per Application	\$14,997.80	\$0.00	\$14,997.80	\$14,532.75	\$0.00	\$14,532.75	3.2%
Zoning Amendment (Lifting of 'Holding' (H) Designation)	Per Application	\$1,807.15	\$0.00	\$1,807.15	\$1,751.10	\$0.00	\$1,751.10	3.2%
Zoning Compliance or Information Letter (No Inspection)	Per Letter	\$136.30	\$0.00	\$136.30	\$132.05	\$0.00	\$132.05	3.2%
Zoning Compliance or Information Letter (Inspection And No Permit)	Per Letter	\$217.90	\$0.00	\$217.90	\$211.15	\$0.00	\$211.15	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	

Victoria Lawn Cemetery

- The price of lots and single graves and all other fees and charges herein set forth shall be those charged to bona fide residents of the City of St. Catharines.
- The non-resident surcharge does not apply to mausoleum and columbarium service.
- In the case of all persons not resident in the City of St. Catharines, all such prices for lots, care and maintenance and all forms of interment will be maintenance increased by 20% of the total selling price.
- If the owner of a lot was a resident at the time of purchase but since then has moved out of the City, the rate(fee) charged to inter this individual will only be the non-resident rate if they have been out of the City of St. Catharines for more than 10 years.

Price of Lots										
Adult/Space - at Need - Flat Marker Only	Per Grave	\$658.41	\$438.94	\$142.65	\$1,240.00	\$638.23	\$425.49	\$138.28	\$1,202.00	3.2%
Adult/Space - Preferred - Flat Marker Only	Per Grave	\$1,054.51	\$703.01	\$228.48	\$1,986.00	\$1,021.59	\$681.06	\$221.35	\$1,924.00	3.2%
Adult/Space-Preferred-Upright	Per Grave	\$1,054.51	\$703.01	\$228.48	\$1,986.00	\$1,021.59	\$681.06	\$221.35	\$1,924.00	3.2%
Upright (preferred) Foundation	Per Foundation	\$449.56		\$58.44	\$508.00	\$435.40		\$56.60	\$492.00	3.3%
Total	Per Grave	\$1,504.07	\$703.01	\$286.92	\$2,494.00	\$1,456.99	\$681.06	\$277.95	\$2,416.00	3.2%
Adult 2 Grave Lot with Foundation - Lot	Per Lot	\$2,269.91	\$1,513.27	\$491.81	\$4,275.00	\$2,199.29	\$1,466.19	\$476.51	\$4,142.00	3.2%
Foundation	Per Foundation	\$724.78		\$94.22	\$819.00	\$702.65		\$91.35	\$794.00	3.1%
Total	Per Lot	\$2,994.69	\$1,513.27	\$586.04	\$5,094.00	\$2,901.95	\$1,466.19	\$567.86	\$4,936.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Adult 3 Grave Lot	Per Lot	\$3,513.98	\$2,342.65	\$761.36	\$6,618.00	\$3,405.13	\$2,270.09	\$737.78	\$6,413.00	3.2%
Adult 4 Grave Lot	Per Lot	\$4,978.41	\$3,318.94	\$1,078.65	\$9,376.00	\$4,823.89	\$3,215.93	\$1,045.18	\$9,085.00	3.2%
Adult 6 Grave Lot	Per Lot	\$7,773.45	\$5,182.30	\$1,684.25	\$14,640.00	\$7,532.39	\$5,021.59	\$1,632.02	\$14,186.00	3.2%
Cremation Grave - Flat Marker Only - 2' x 2'	Per Grave	\$418.94	\$279.29	\$90.77	\$789.00	\$406.19	\$270.80	\$88.01	\$765.00	3.1%
Cremation Grave - Flat Marker Only - 3' x 3'	Per Grave	\$703.01	\$468.67	\$152.32	\$1,324.00	\$681.24	\$454.16	\$147.60	\$1,283.00	3.2%
Cremation Grave With Foundation	Per Grave	\$1,025.31	\$683.54	\$222.15	\$1,931.00	\$993.45	\$662.30	\$215.25	\$1,871.00	3.2%
Foundation	Per Foundation	\$449.56		\$58.44	\$508.00	\$435.40		\$56.60	\$492.00	3.3%
Total	Per Grave	\$1,474.87	\$683.54	\$280.59	\$2,439.00	\$1,428.85	\$662.30	\$271.85	\$2,363.00	3.2%
Infant Grave - Flat Marker Only	Per Grave	\$418.41	\$278.94	\$90.65	\$788.00	\$405.66	\$270.44	\$87.89	\$764.00	3.1%
Infant Grave with Foundation	Per Grave	\$688.67	\$459.12	\$149.21	\$1,297.00	\$667.43	\$444.96	\$144.61	\$1,257.00	3.2%
Foundation	Per Foundation	\$450.44		\$58.56	\$509.00	\$436.28		\$56.72	\$493.00	3.2%
Total	Per Grave	\$1,139.12	\$459.12	\$207.77	\$1,806.00	\$1,102.83	\$444.96	\$201.21	\$1,749.00	3.3%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Veteran Graves (Perpetual Care Only)										
Veteran Lot	Per Grave	\$0.00	\$702.65	\$91.35	\$794.00	\$0.00	\$680.53	\$88.47	\$769.00	3.3%
Veteran Cremation - Grave	Per Grave	\$0.00	\$468.14	\$60.86	\$529.00	\$0.00	\$453.98	\$59.02	\$513.00	3.1%
Clergy's Grave (Perpetual Care Only)										
(no charge for grave site)	Per Grave	\$0.00	\$702.65	\$91.35	\$794.00	\$0.00	\$680.53	\$88.47	\$769.00	3.3%
Interment Charges										
Regular Earth Adult Opening	Per Interment	\$1,397.35		\$181.65	\$1,579.00	\$1,353.98		\$176.02	\$1,530.00	3.2%
Regular Earth Infant Opening	Per Interment	\$697.35		\$90.65	\$788.00	\$676.11		\$87.89	\$764.00	3.1%
Regular Earth Cremation Opening	Per Interment	\$547.79		\$71.21	\$619.00	\$530.97		\$69.03	\$600.00	3.2%
Cremation Inurnment Garden	Per Interment	\$547.79		\$71.21	\$619.00	\$530.97		\$69.03	\$600.00	3.2%
Cremation Scattering Garden	Per Interment	\$598.23		\$77.77	\$676.00	\$579.65		\$75.35	\$655.00	3.2%
Regular Cremation Opening - Double (Admin)	Per Interment	\$101.77		\$13.23	\$115.00	\$98.23		\$12.77	\$111.00	3.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Extra Depth on Sales Prior to April 1, 1986 Only	Per Interment	\$698.23		\$90.77	\$789.00	\$676.99		\$88.01	\$765.00	3.1%
Mausoleum and Columbarium Interment Charges										
Regular Niche Opening	Per Interment	\$400.00		\$52.00	\$452.00	\$387.61		\$50.39	\$438.00	3.2%
Mausoleum Plate Removal	Per Location	\$101.77		\$13.23	\$115.00	\$98.23		\$12.77	\$111.00	3.6%
Total	Per Interment	\$501.77		\$65.23	\$567.00	\$485.84		\$63.16	\$549.00	3.3%
Crypt End Opening	Per Interment	\$649.56		\$84.44	\$734.00	\$629.20		\$81.80	\$711.00	3.2%
Crypt Side Opening	Per Interment	\$747.79		\$97.21	\$845.00	\$724.78		\$94.22	\$819.00	3.2%
Storage Crypt Rental - First Month	Per Month	\$200.88		\$26.12	\$227.00	\$194.69		\$25.31	\$220.00	3.2%
Storage Crypt Rental - Each Additional Month	Per Month	\$200.88		\$26.12	\$227.00	\$194.69		\$25.31	\$220.00	3.2%
Use of Mausoleum for Funeral	Per Use	\$200.88		\$26.12	\$227.00	\$194.69		\$25.31	\$220.00	3.2%
Use of Mausoleum for Saturday Funeral	Per Use	\$251.33		\$32.67	\$284.00	\$243.36		\$31.64	\$275.00	3.3%
Use of Cemetery Chairs	Per Use	\$101.77		\$13.23	\$115.00	\$98.23		\$12.77	\$111.00	3.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Disinterments										
Minimum Charge	Per Disinterment	\$2,991.15		\$388.85	\$3,380.00	\$2,898.23		\$376.77	\$3,275.00	3.2%
Additional Services										
Concrete Liners - Cost	Per Liner	\$573.45		\$74.55	\$648.00	\$555.75		\$72.25	\$628.00	3.2%
Installation Fee	Per Use	\$225.66		\$29.34	\$255.00	\$218.58		\$28.42	\$247.00	3.2%
Total	Per Liner	\$799.12		\$103.88	\$903.00	\$774.34		\$100.66	\$875.00	3.2%
Tent Rental (10' x 10') - 4 hours	Per Tent	\$101.77		\$13.23	\$115.00	\$98.23		\$12.77	\$111.00	3.6%
Tent Rental (15' x 15') - 4 hours	Per Tent	\$150.44		\$19.56	\$170.00	\$146.02		\$18.98	\$165.00	3.0%
Miscellaneous Charges										
Monday to Friday (after 3:30 PM) Charge	Per Incident per half hour	\$199.12	\$0.00	\$25.88	\$225.00	\$192.92	\$0.00	\$25.08	\$218.00	3.2%
Saturday Late Arrivals (after 11:00 AM)	Per Incident per half hour	\$199.12	\$0.00	\$25.88	\$225.00	\$192.92	\$0.00	\$25.08	\$218.00	3.2%
Saturday Burial (9:00 a.m. to 11:00 a.m.)	Per Interment	\$398.23	\$0.00	\$51.77	\$450.00	\$385.84	\$0.00	\$50.16	\$436.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Registration of Transfer	Per Transfer	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%
Duplicate Interment Rights Certificate	Per Transfer	\$51.33	\$0.00	\$6.67	\$58.00	\$49.56	\$0.00	\$6.44	\$56.00	3.6%
Administration Fee	Per Application	\$299.12	\$0.00	\$38.88	\$338.00	\$290.27	\$0.00	\$37.73	\$328.00	3.0%
Declaration for Interment/Transfer Fee	Per Transfer	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%
Setting Of Markers (Set By Province) *										
Over 14" x 24" - Setting	Per Setting	\$218.58	\$0.00	\$28.42	\$247.00	\$211.99	\$0.00	\$27.56	\$239.55	3.1%
Care and Maintenance *	Per Marker	\$100.00	\$0.00	\$13.00	\$113.00	\$100.00	\$0.00	\$13.00	\$113.00	0.0%
Total	Per Setting	\$318.58	\$0.00	\$41.42	\$360.00	\$311.99	\$0.00	\$40.56	\$352.55	2.1%
12" x 18" to 14" x 24" - Setting	Per Setting	\$177.88	\$0.00	\$23.12	\$201.00	\$172.12	\$0.00	\$22.38	\$194.50	3.3%
Care and Maintenance *	Per Marker	\$100.00	\$0.00	\$13.00	\$113.00	\$100.00	\$0.00	\$13.00	\$113.00	0.0%
Total	Per Setting	\$277.88	\$0.00	\$36.12	\$314.00	\$272.12	\$0.00	\$35.38	\$307.50	2.1%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Under 12" x 18" (over 439.42 square cent.)										
(over 173 square inches) - Setting	Per Setting	\$143.36	\$0.00	\$18.64	\$162.00	\$138.50	\$0.00	\$18.00	\$156.50	3.5%
Care and Maintenance	Per Marker	\$100.00	\$0.00	\$13.00	\$113.00	\$100.00	\$0.00	\$13.00	\$113.00	0.0%
Total	Per Setting	\$243.36	\$0.00	\$31.64	\$275.00	\$238.50	\$0.00	\$31.00	\$269.50	2.0%
Under 439.42 sq. in./173 sq. in. Setting Fee	Per Setting	\$150.44	\$0.00	\$19.56	\$170.00	\$146.02	\$0.00	\$18.98	\$165.00	3.0%
Upright Veteran Marker	Per Setting	\$299.12	\$0.00	\$38.88	\$338.00	\$290.27	\$0.00	\$37.73	\$328.00	3.0%
Corner Markers (set of 4) - Setting	Per Setting	\$175.22	\$0.00	\$22.78	\$198.00	\$169.91	\$0.00	\$22.09	\$192.00	3.1%
Care And Maintenance (Set By Province) *										
Upright Monuments up to 48" High and up to 48" Long Including Base	Per Monument	\$200.00	\$0.00	\$26.00	\$226.00	\$200.00	\$0.00	\$26.00	\$226.00	0.0%
Upright Monuments Over 48" High or over 48" Long Including Base	Per Monument	\$400.00	\$0.00	\$52.00	\$452.00	\$400.00	\$0.00	\$52.00	\$452.00	0.0%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Garden Crypt Mausoleum (Genesis)										
North & South Elevations (30 Single Crypts Each Side)										
Level A - 12	Per Crypt	\$5,580.18	\$1,395.04	\$906.78	\$7,882.00	\$5,407.43	\$1,351.86	\$878.71	\$7,638.00	3.2%
Level B - 12	Per Crypt	\$6,776.64	\$1,694.16	\$1,101.20	\$9,572.00	\$6,566.37	\$1,641.59	\$1,067.04	\$9,275.00	3.2%
Level C - 12	Per Crypt	\$7,971.68	\$1,992.92	\$1,295.40	\$11,260.00	\$7,724.60	\$1,931.15	\$1,255.25	\$10,911.00	3.2%
Level D - 12	Per Crypt	\$9,566.73	\$2,391.68	\$1,554.59	\$13,513.00	\$9,270.09	\$2,317.52	\$1,506.39	\$13,094.00	3.2%
Level E - 12	Per Crypt	\$7,573.10	\$1,893.27	\$1,230.63	\$10,697.00	\$7,338.05	\$1,834.51	\$1,192.43	\$10,365.00	3.2%
West Elevation (20 Tandem Crypts - 40 Entombments)										
Level A - 4	Per Crypt	\$10,364.60	\$2,591.15	\$1,684.25	\$14,640.00	\$10,043.19	\$2,510.80	\$1,632.02	\$14,186.00	3.2%
Level B - 4	Per Crypt	\$12,755.40	\$3,188.85	\$2,072.75	\$18,017.00	\$12,359.65	\$3,089.91	\$2,008.44	\$17,458.00	3.2%
Level C - 4	Per Crypt	\$14,349.03	\$3,587.26	\$2,331.72	\$20,268.00	\$13,904.42	\$3,476.11	\$2,259.47	\$19,640.00	3.2%
Level D - 4	Per Crypt	\$16,741.24	\$4,185.31	\$2,720.45	\$23,647.00	\$16,222.30	\$4,055.58	\$2,636.12	\$22,914.00	3.2%
Level E - 4	Per Crypt	\$14,349.03	\$3,587.26	\$2,331.72	\$20,268.00	\$13,904.42	\$3,476.11	\$2,259.47	\$19,640.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
East Elevation (100 Niches)										
Level A - 10	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%
Level B - 10	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%
Level C - 10	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%
Level D - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level E - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level F - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level G - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level H - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level I - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Level J - 10	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Garden of Gethsemane and Garden of Galilee Mausoleum										
Crypts										
Level A	Per Crypt	\$5,580.18	\$1,395.04	\$906.78	\$7,882.00	\$5,407.43	\$1,351.86	\$878.71	\$7,638.00	3.2%
Level B	Per Crypt	\$6,776.64	\$1,694.16	\$1,101.20	\$9,572.00	\$6,566.37	\$1,641.59	\$1,067.04	\$9,275.00	3.2%
Level C	Per Crypt	\$7,971.68	\$1,992.92	\$1,295.40	\$11,260.00	\$7,724.60	\$1,931.15	\$1,255.25	\$10,911.00	3.2%
Level D	Per Crypt	\$9,566.73	\$2,391.68	\$1,554.59	\$13,513.00	\$9,270.09	\$2,317.52	\$1,506.39	\$13,094.00	3.2%
Level E	Per Crypt	\$7,573.10	\$1,893.27	\$1,230.63	\$10,697.00	\$7,338.05	\$1,834.51	\$1,192.43	\$10,365.00	3.2%
All Niches	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%

Holy Trinity Mausoleum

Crypts - Fountain Level

Level A	Per Crypt	\$6,536.64	\$1,634.16	\$1,062.20	\$9,233.00	\$6,334.16	\$1,583.54	\$1,029.30	\$8,947.00	3.2%
Level B	Per Crypt	\$7,573.10	\$1,893.27	\$1,230.63	\$10,697.00	\$7,338.05	\$1,834.51	\$1,192.43	\$10,365.00	3.2%
Level C	Per Crypt	\$9,806.73	\$2,451.68	\$1,593.59	\$13,852.00	\$9,502.30	\$2,375.58	\$1,544.12	\$13,422.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Level D	Per Crypt	\$10,842.48	\$2,710.62	\$1,761.90	\$15,315.00	\$10,506.19	\$2,626.55	\$1,707.26	\$14,840.00	3.2%
Level E	Per Crypt	\$9,407.43	\$2,351.86	\$1,528.71	\$13,288.00	\$9,115.75	\$2,278.94	\$1,481.31	\$12,876.00	3.2%

Crypts - Inside Level

Level A	Per Crypt	\$7,174.51	\$1,793.63	\$1,165.86	\$10,134.00	\$6,952.21	\$1,738.05	\$1,129.73	\$9,820.00	3.2%
Level B	Per Crypt	\$7,971.68	\$1,992.92	\$1,295.40	\$11,260.00	\$7,724.60	\$1,931.15	\$1,255.25	\$10,911.00	3.2%
Level C	Per Crypt	\$10,363.89	\$2,590.97	\$1,684.13	\$14,639.00	\$10,042.48	\$2,510.62	\$1,631.90	\$14,185.00	3.2%
Level D	Per Crypt	\$11,161.77	\$2,790.44	\$1,813.79	\$15,766.00	\$10,815.58	\$2,703.89	\$1,757.53	\$15,277.00	3.2%
Level E	Per Crypt	\$9,567.43	\$2,391.86	\$1,554.71	\$13,514.00	\$9,270.80	\$2,317.70	\$1,506.50	\$13,095.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Crypts - Outside Level										
Level A	Per Crypt	\$5,979.47	\$1,494.87	\$971.66	\$8,446.00	\$5,793.98	\$1,448.50	\$941.52	\$8,184.00	3.2%
Level B	Per Crypt	\$7,174.51	\$1,793.63	\$1,165.86	\$10,134.00	\$6,952.21	\$1,738.05	\$1,129.73	\$9,820.00	3.2%
Level C	Per Crypt	\$8,768.14	\$2,192.04	\$1,424.82	\$12,385.00	\$8,496.28	\$2,124.07	\$1,380.65	\$12,001.00	3.2%
Level D	Per Crypt	\$9,966.73	\$2,491.68	\$1,619.59	\$14,078.00	\$9,657.35	\$2,414.34	\$1,569.32	\$13,641.00	3.2%
Level E	Per Crypt	\$7,971.68	\$1,992.92	\$1,295.40	\$11,260.00	\$7,724.60	\$1,931.15	\$1,255.25	\$10,911.00	3.2%
Niches										
Fountain										
Heart Level	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Other Levels	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%
Inside										
Heart Level	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Other Levels	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Outside										
Heart Level	Per Niche	\$1,439.73	\$254.07	\$220.19	\$1,914.00	\$1,395.35	\$246.24	\$213.41	\$1,855.00	3.2%
Other Levels	Per Niche	\$1,186.24	\$209.34	\$181.42	\$1,577.00	\$1,149.38	\$202.83	\$175.79	\$1,528.00	3.2%
Garden Of Memories Mausoleum										
Crypts - Chapel Singles										
Level A	Per Crypt	\$7,174.51	\$1,793.63	\$1,165.86	\$10,134.00	\$6,952.21	\$1,738.05	\$1,129.73	\$9,820.00	3.2%
Level B	Per Crypt	\$10,363.89	\$2,590.97	\$1,684.13	\$14,639.00	\$10,042.48	\$2,510.62	\$1,631.90	\$14,185.00	3.2%
Level C	Per Crypt	\$11,958.94	\$2,989.73	\$1,943.33	\$16,892.00	\$11,587.96	\$2,896.99	\$1,883.04	\$16,368.00	3.2%
Level D	Per Crypt	\$12,755.40	\$3,188.85	\$2,072.75	\$18,017.00	\$12,359.65	\$3,089.91	\$2,008.44	\$17,458.00	3.2%
Level E	Per Crypt	\$11,161.77	\$2,790.44	\$1,813.79	\$15,766.00	\$10,815.58	\$2,703.89	\$1,757.53	\$15,277.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Side Corridor Singles										
Level A	Per Crypt	\$6,377.35	\$1,594.34	\$1,036.32	\$9,008.00	\$6,179.82	\$1,544.96	\$1,004.22	\$8,729.00	3.2%
Level B	Per Crypt	\$7,971.68	\$1,992.92	\$1,295.40	\$11,260.00	\$7,724.60	\$1,931.15	\$1,255.25	\$10,911.00	3.2%
Level C	Per Crypt	\$9,567.43	\$2,391.86	\$1,554.71	\$13,514.00	\$9,270.80	\$2,317.70	\$1,506.50	\$13,095.00	3.2%
Level D	Per Crypt	\$10,363.89	\$2,590.97	\$1,684.13	\$14,639.00	\$10,042.48	\$2,510.62	\$1,631.90	\$14,185.00	3.2%
Level E	Per Crypt	\$8,768.14	\$2,192.04	\$1,424.82	\$12,385.00	\$8,496.28	\$2,124.07	\$1,380.65	\$12,001.00	3.2%
Main Corridor Singles										
Level A	Per Crypt	\$6,776.64	\$1,694.16	\$1,101.20	\$9,572.00	\$6,566.37	\$1,641.59	\$1,067.04	\$9,275.00	3.2%
Level B	Per Crypt	\$9,168.85	\$2,292.21	\$1,489.94	\$12,951.00	\$8,884.25	\$2,221.06	\$1,443.69	\$12,549.00	3.2%
Level C	Per Crypt	\$10,763.19	\$2,690.80	\$1,749.02	\$15,203.00	\$10,429.73	\$2,607.43	\$1,694.83	\$14,732.00	3.2%
Level D	Per Crypt	\$11,559.65	\$2,889.91	\$1,878.44	\$16,328.00	\$11,201.42	\$2,800.35	\$1,820.23	\$15,822.00	3.2%
Level E	Per Crypt	\$9,966.73	\$2,491.68	\$1,619.59	\$14,078.00	\$9,657.35	\$2,414.34	\$1,569.32	\$13,641.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Interior Crypts - Wall Numbers: 16,17,18,22,23,24										
Level B	Per Crypt	\$9,966.73	\$2,491.68	\$1,619.59	\$14,078.00	\$9,657.35	\$2,414.34	\$1,569.32	\$13,641.00	3.2%
Level C	Per Crypt	\$11,559.65	\$2,889.91	\$1,878.44	\$16,328.00	\$11,201.42	\$2,800.35	\$1,820.23	\$15,822.00	3.2%
Level D	Per Crypt	\$12,357.52	\$3,089.38	\$2,008.10	\$17,455.00	\$11,974.51	\$2,993.63	\$1,945.86	\$16,914.00	3.2%
Level E	Per Crypt	\$10,763.19	\$2,690.80	\$1,749.02	\$15,203.00	\$10,429.73	\$2,607.43	\$1,694.83	\$14,732.00	3.2%
Interior Niches										
Level A	Per Niche	\$1,863.98	\$328.94	\$285.08	\$2,478.00	\$1,806.06	\$318.72	\$276.22	\$2,401.00	3.2%
Level B	Per Niche	\$1,863.98	\$328.94	\$285.08	\$2,478.00	\$1,806.06	\$318.72	\$276.22	\$2,401.00	3.2%
Level C	Per Niche	\$1,863.98	\$328.94	\$285.08	\$2,478.00	\$1,806.06	\$318.72	\$276.22	\$2,401.00	3.2%
Level D	Per Niche	\$1,863.98	\$328.94	\$285.08	\$2,478.00	\$1,806.06	\$318.72	\$276.22	\$2,401.00	3.2%
Level E	Per Niche	\$2,540.97	\$448.41	\$388.62	\$3,378.00	\$2,461.99	\$434.47	\$376.54	\$3,273.00	3.2%
Level F	Per Niche	\$2,540.97	\$448.41	\$388.62	\$3,378.00	\$2,461.99	\$434.47	\$376.54	\$3,273.00	3.2%
Level G	Per Niche	\$2,540.97	\$448.41	\$388.62	\$3,378.00	\$2,461.99	\$434.47	\$376.54	\$3,273.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Level H	Per Niche	\$2,540.97	\$448.41	\$388.62	\$3,378.00	\$2,461.99	\$434.47	\$376.54	\$3,273.00	3.2%
Level I	Per Niche	\$2,202.48	\$388.67	\$336.85	\$2,928.00	\$2,134.03	\$376.59	\$326.38	\$2,837.00	3.2%
Level J	Per Niche	\$2,202.48	\$388.67	\$336.85	\$2,928.00	\$2,134.03	\$376.59	\$326.38	\$2,837.00	3.2%

Exterior Walls

Level A	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Level B	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Level C	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Level D	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Level E	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Level F	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Queenston Courtyard Columbarium										
Buildings 1 - 4	Per Niche	\$1,693.98	\$298.94	\$259.08	\$2,252.00	\$1,641.33	\$289.65	\$251.03	\$2,182.00	3.2%
Harmony Circle	Per Niche	\$2,117.48	\$373.67	\$323.85	\$2,815.00	\$2,052.04	\$362.12	\$313.84	\$2,728.00	3.2%
Bronze Inscriptions										
Niche Wreath	Per Wreath	\$996.46	\$0.00	\$129.54	\$1,126.00	\$965.49	\$0.00	\$125.51	\$1,091.00	3.2%
Installation Fee	Per Use	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Total	Per Wreath	\$1,096.46	\$0.00	\$142.54	\$1,239.00	\$1,062.83	\$0.00	\$138.17	\$1,201.00	3.2%
Second Niche Scroll (NWC108)	Per Scroll	\$200.00	\$0.00	\$26.00	\$226.00	\$193.81	\$0.00	\$25.19	\$219.00	3.2%
Bronze Picture Frame	Per Frame	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%
Black & White Picture	Per Picture	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Colour Picture	Per Picture	\$124.78	\$0.00	\$16.22	\$141.00	\$121.24	\$0.00	\$15.76	\$137.00	2.9%
Bud Vase (VB0026) Roman 5" (Includes Installation)	Per Vase	\$299.12	\$0.00	\$38.88	\$338.00	\$290.27	\$0.00	\$37.73	\$328.00	3.0%
Installation Fee (Additional)	Per Use	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Bronze Emblems										
Christ W/Thorns - 2 1/4" EB0014	Per Emblem	\$124.78	\$0.00	\$16.22	\$141.00	\$121.24	\$0.00	\$15.76	\$137.00	2.9%
Praying Hands - Left EB12L	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Praying Hands - Right EB12R	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Madonna - 2 1/4" EB15	Per Emblem	\$124.78	\$0.00	\$16.22	\$141.00	\$121.24	\$0.00	\$15.76	\$137.00	2.9%
Angel Left - 2 3/4" EB16L	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Angel Right - 2 3/4" EB16R	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Rose Left - 2 1/4" EB13L	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Rose Right - 2 1/4" EB13R	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Holy Bible - 1 1/2" EB09	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Together Forever - 1 1/2" EB10	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Praying Cherub 1 1/2" EB11	Per Emblem	\$100.88	\$0.00	\$13.12	\$114.00	\$97.35	\$0.00	\$12.65	\$110.00	3.6%
Cross - Flat Bronze 1738 (EB17380001)	Per Emblem	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Cross W/Christ 4214 (EB42140001)	Per Emblem	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%
Policeman - 2 7/8" EB0039	Per Emblem	\$175.22	\$0.00	\$22.78	\$198.00	\$169.91	\$0.00	\$22.09	\$192.00	3.1%
Fireman - 2 7/8" EB0040	Per Emblem	\$175.22	\$0.00	\$22.78	\$198.00	\$169.91	\$0.00	\$22.09	\$192.00	3.1%
Knights of Columbus - 2 7/8" EB0041	Per Emblem	\$175.22	\$0.00	\$22.78	\$198.00	\$169.91	\$0.00	\$22.09	\$192.00	3.1%
Masonic - 4" EB0042	Per Emblem	\$175.22	\$0.00	\$22.78	\$198.00	\$169.91	\$0.00	\$22.09	\$192.00	3.1%

Product Pricing

Lettering - Maximum 90 Letters (Includes Installation)	Per Inscription	\$1,494.69	\$0.00	\$194.31	\$1,689.00	\$1,448.67	\$0.00	\$188.33	\$1,637.00	3.2%
Light/Vase (Includes Installation)	Per Vase	\$598.23	\$0.00	\$77.77	\$676.00	\$579.65	\$0.00	\$75.35	\$655.00	3.2%
Electricity Fee (5 year Re-Newable)	Per Application	\$298.23	\$0.00	\$38.77	\$337.00	\$289.38	\$0.00	\$37.62	\$327.00	3.1%
Picture Frame - Bronze	Per Frame	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%
Colour Picture - Ceramic	Per Picture	\$573.45	\$0.00	\$74.55	\$648.00	\$555.75	\$0.00	\$72.25	\$628.00	3.2%
Total	Per Picture	\$649.56	\$0.00	\$84.44	\$734.00	\$629.20	\$0.00	\$81.80	\$711.00	3.2%
Picture Frame - Bronze	Per Frame	\$76.11	\$0.00	\$9.89	\$86.00	\$73.45	\$0.00	\$9.55	\$83.00	3.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Black & White Picture - Ceramic	Per Picture	\$374.34	\$0.00	\$48.66	\$423.00	\$362.83	\$0.00	\$47.17	\$410.00	3.2%
Total	Per Picture	\$450.44	\$0.00	\$58.56	\$509.00	\$436.28	\$0.00	\$56.72	\$493.00	3.2%
Niche Plate includes installation	Per Plaque	\$1,195.58	\$0.00	\$155.42	\$1,351.00	\$1,158.41	\$0.00	\$150.59	\$1,309.00	3.2%
Niche Plate Scroll	Per Scroll	\$373.45	\$0.00	\$48.55	\$422.00	\$361.95	\$0.00	\$47.05	\$409.00	3.2%
Bud Vase includes installation	Per Vase	\$348.67	\$0.00	\$45.33	\$394.00	\$338.05	\$0.00	\$43.95	\$382.00	3.1%
Memorial installation fee - additional	Per Use	\$130.97	\$0.00	\$17.03	\$148.00	\$126.55	\$0.00	\$16.45	\$143.00	3.5%

Mausoleum Emblems

Crucifix with Christ - 500315	Per Emblem	\$200.00	\$0.00	\$26.00	\$226.00	\$193.81	\$0.00	\$25.19	\$219.00	3.2%
Christ - 500319	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Madonna - 500321	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Angel (Facing Right) - 500327	Per Emblem	\$124.78	\$0.00	\$16.22	\$141.00	\$121.24	\$0.00	\$15.76	\$137.00	2.9%
Angel (Facing Left) - 500326	Per Emblem	\$124.78	\$0.00	\$16.22	\$141.00	\$121.24	\$0.00	\$15.76	\$137.00	2.9%
Pieta - 300326	Per Emblem	\$348.67	\$0.00	\$45.33	\$394.00	\$338.05	\$0.00	\$43.95	\$382.00	3.1%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Madonna & Child with Halo - 500329	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Christ with Crown of Thorns - 500330	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Sacred Heart - 500340	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Praying Hands - 500375	Per Emblem	\$174.34	\$0.00	\$22.66	\$197.00	\$169.03	\$0.00	\$21.97	\$191.00	3.1%
Rose - 500396	Per Emblem	\$223.89	\$0.00	\$29.11	\$253.00	\$216.81	\$0.00	\$28.19	\$245.00	3.3%
Wreaths: (Wreath Style #)										
W-4 - 18" Round	Per Wreath	\$64.60	\$0.00	\$8.40	\$73.00	\$62.83	\$0.00	\$8.17	\$71.00	2.8%
H-1 17" Heart Shaped	Per Wreath	\$55.75	\$0.00	\$7.25	\$63.00	\$53.98	\$0.00	\$7.02	\$61.00	3.3%
C-2 - 18" Cross	Per Wreath	\$64.60	\$0.00	\$8.40	\$73.00	\$62.83	\$0.00	\$8.17	\$71.00	2.8%
ST-1 - Stone Topper 36"	Per Wreath	\$64.60	\$0.00	\$8.40	\$73.00	\$62.83	\$0.00	\$8.17	\$71.00	2.8%
ST-2 - Stone Topper 32"	Per Wreath	\$55.75	\$0.00	\$7.25	\$63.00	\$53.98	\$0.00	\$7.02	\$61.00	3.3%
XM-1 Christmas Wreath 16"	Per Wreath	\$55.75	\$0.00	\$7.25	\$63.00	\$53.98	\$0.00	\$7.02	\$61.00	3.3%
Vase with Art Flowers	Per Vase	\$35.40	\$0.00	\$4.60	\$40.00	\$34.51	\$0.00	\$4.49	\$39.00	2.6%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Niche Flowers	Per Application	\$16.81	\$0.00	\$2.19	\$19.00	\$15.93	\$0.00	\$2.07	\$18.00	5.6%
Monument Foundations										
Minimum	Per Foundation	\$298.23	\$0.00	\$38.77	\$337.00	\$289.38	\$0.00	\$37.62	\$327.00	3.1%
2' 0" x 1' 2"	Per Foundation	\$412.39	\$0.00	\$53.61	\$466.00	\$400.00	\$0.00	\$52.00	\$452.00	3.1%
2' 2" x 1' 2"	Per Foundation	\$449.56	\$0.00	\$58.44	\$508.00	\$435.40	\$0.00	\$56.60	\$492.00	3.3%
2' 4" x 1' 2"	Per Foundation	\$483.19	\$0.00	\$62.81	\$546.00	\$468.14	\$0.00	\$60.86	\$529.00	3.2%
2' 6" x 1' 2"	Per Foundation	\$517.70	\$0.00	\$67.30	\$585.00	\$501.77	\$0.00	\$65.23	\$567.00	3.2%
2' 8" x 1' 2"	Per Foundation	\$547.79	\$0.00	\$71.21	\$619.00	\$530.97	\$0.00	\$69.03	\$600.00	3.2%
2' 10" x 1' 2"	Per Foundation	\$583.19	\$0.00	\$75.81	\$659.00	\$565.49	\$0.00	\$73.51	\$639.00	3.1%
3' 0" x 1' 2"	Per Foundation	\$623.89	\$0.00	\$81.11	\$705.00	\$604.42	\$0.00	\$78.58	\$683.00	3.2%
3' 2" x 1' 2"	Per Foundation	\$647.79	\$0.00	\$84.21	\$732.00	\$627.43	\$0.00	\$81.57	\$709.00	3.2%
3' 4" x 1' 2"	Per Foundation	\$683.19	\$0.00	\$88.81	\$772.00	\$661.95	\$0.00	\$86.05	\$748.00	3.2%
3' 6" x 1' 2"	Per Foundation	\$723.89	\$0.00	\$94.11	\$818.00	\$701.77	\$0.00	\$91.23	\$793.00	3.2%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
3' 8" x 1' 2"	Per Foundation	\$747.79	\$0.00	\$97.21	\$845.00	\$724.78	\$0.00	\$94.22	\$819.00	3.2%
3' 10" x 1' 2"	Per Foundation	\$797.35	\$0.00	\$103.65	\$901.00	\$772.57	\$0.00	\$100.43	\$873.00	3.2%
4' 0" x 1' 2"	Per Foundation	\$823.01	\$0.00	\$106.99	\$930.00	\$797.35	\$0.00	\$103.65	\$901.00	3.2%
4' 6" x 1' 2"	Per Foundation	\$921.24	\$0.00	\$119.76	\$1,041.00	\$892.92	\$0.00	\$116.08	\$1,009.00	3.2%
5' 0" x 1' 2"	Per Foundation	\$1,022.12	\$0.00	\$132.88	\$1,155.00	\$990.27	\$0.00	\$128.73	\$1,119.00	3.2%
5' 6" x 1' 2"	Per Foundation	\$1,121.24	\$0.00	\$145.76	\$1,267.00	\$1,086.73	\$0.00	\$141.27	\$1,228.00	3.2%
6' 0" x 1' 2"	Per Foundation	\$1,221.24	\$0.00	\$158.76	\$1,380.00	\$1,183.19	\$0.00	\$153.81	\$1,337.00	3.2%
6' 6" x 1' 4"	Per Foundation	\$1,494.69	\$0.00	\$194.31	\$1,689.00	\$1,448.67	\$0.00	\$188.33	\$1,637.00	3.2%
8" x 8" x 4" Zinc Cremation Urn	Per Urn	\$448.67	\$0.00	\$58.33	\$507.00	\$434.51	\$0.00	\$56.49	\$491.00	3.3%
Standard Granite Dedication Bench	Per Bench	\$1,494.69	\$0.00	\$194.31	\$1,689.00	\$1,448.67	\$0.00	\$188.33	\$1,637.00	3.2%
Backed Granite Dedication Bench	Per Bench	\$2,989.38	\$0.00	\$388.62	\$3,378.00	\$2,896.46	\$0.00	\$376.54	\$3,273.00	3.2%
Backed(with arms) Granite Dedication Bench	Per Bench	\$4,484.07	\$0.00	\$582.93	\$5,067.00	\$4,345.13	\$0.00	\$564.87	\$4,910.00	3.2%
Bench Foundation Pad and Location	Per Foundation	\$1,494.69	\$0.00	\$194.31	\$1,689.00	\$1,448.67	\$0.00	\$188.33	\$1,637.00	3.2%
Bench Carving (front))	Per Inscription	\$498.23	\$0.00	\$64.77	\$563.00	\$483.19	\$0.00	\$62.81	\$546.00	3.1%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Carving Surcharge (back)	Per Inscription	\$250.44	\$0.00	\$32.56	\$283.00	\$242.48	\$0.00	\$31.52	\$274.00	3.3%
Carving Surcharge (on seat)	Per Inscription	\$498.23	\$0.00	\$64.77	\$563.00	\$483.19	\$0.00	\$62.81	\$546.00	3.1%
Granite Colour Surcharge	Per Use	\$298.23	\$0.00	\$38.77	\$337.00	\$289.38	\$0.00	\$37.62	\$327.00	3.1%
Granite Colour Surcharge (premium colours)	Per Use	\$498.23	\$0.00	\$64.77	\$563.00	\$483.19	\$0.00	\$62.81	\$546.00	3.1%
Granite Pillow with Dedication Plaque	Per Marker	\$1,196.46	\$0.00	\$155.54	\$1,352.00	\$1,159.29	\$0.00	\$150.71	\$1,310.00	3.2%
Cement Pillow with Dedication Plaque	Per Marker	\$896.46	\$0.00	\$116.54	\$1,013.00	\$869.03	\$0.00	\$112.97	\$982.00	3.2%
Memorial Candle Lights	Per Light	\$189.38	\$0.00	\$24.62	\$214.00	\$183.19	\$0.00	\$23.81	\$207.00	3.4%
Temporary Grave Markers	Per Marker	\$27.43	\$0.00	\$3.57	\$31.00	\$26.99	\$0.00	\$3.51	\$30.50	1.6%
Granite Tree Memorial	Per Marker	\$575.22	\$0.00	\$74.78	\$650.00	\$557.52	\$0.00	\$72.48	\$630.00	3.2%

Genealogy Searches										
First 3 Names	Per Search	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
4 to 10 Searches	Per Use	\$24.78	\$0.00	\$3.22	\$28.00	\$24.34	\$0.00	\$3.16	\$27.50	1.8%
Over 10 - Additional per Person	Per Use	\$3.54	\$0.00	\$0.46	\$4.00	\$3.05	\$0.00	\$0.40	\$3.45	15.9%

Proposed Rates and Fees 2023 - Cemetery

Fee Title	Unit of Measure	2023				2022				Percentage Change
		Base Fee	Care and Maintenance	Tax	Fee before Surcharges	Base Fee	Care and Maintenance	Tax	Fee before Surcharges	
Photocopy - Genealogy Information										
First 3 copies	Per Use	\$0.44	\$0.00	\$0.06	\$0.50	\$0.40	\$0.00	\$0.05	\$0.45	11.1%
Per sheet	Per Page	\$0.44	\$0.00	\$0.06	\$0.50	\$0.40	\$0.00	\$0.05	\$0.45	11.1%



Corporate Report City Council

Report from: Financial Management Services, Accounting and Payroll

Report Date: May 31, 2022

Meeting Date: June 13, 2022

Report Number: FMS-091-2022

File: 60.1.13 & 10.57.99

Subject: 2022 Community Benefits Charge Strategy

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: economic, social, and cultural



Recommendation

That Report FMS-091-2022, regarding 2022 Community Benefits Charges Strategy, be referred to City Council for consideration of the Staff Recommendation after the Public Meeting on June 27, 2022, for which notice will be duly given.

Staff Recommendation

That the City of St. Catharines adopt the Community Benefits Charge Strategy approach to calculate the charges on a uniform city-wide basis; and

That the capital project listing contained in the Community Benefits Strategy (Appendix 1) be adopted subject to further annual review during the capital budget process; and

That a separate reserve fund account, Community Benefits Charge Reserve Fund, be created; and

Further, that a final staff report and Community Benefits Strategy By-law, incorporating comments received as part of the Public Meeting and inclusive of amendments as directed by Council, be brought to the July 18, 2022 Council meeting for approval, with an effective date of September 1, 2022 for the Community Benefits Charges By-law.

Summary

In March 2020, the City engaged consultants Watson and Associates Ltd. to undertake a Development Charges Background Study (DCBS), an Inclusionary Zoning study, and a Community Benefits Charge Strategy (CBC). The CBC is the second item completed and being brought forward to Council for consideration.

The City has engaged stakeholders through the Development Studies Task Force and through the EngageSTC platform for citizens and general public feedback. The Development Studies Task Force includes representatives from the Niagara Industrial Associations, the Greater Niagara Chamber of Commerce, Niagara Regional Housing, the Niagara Homebuilders Association, and a St. Catharines resident at large. The CBC Strategy was released to the public via the City's website on June 10, 2022.

Through the CBC Strategy process, there are sufficient planned developments that meet the density requirements to implement such a charge and there is a sufficient portfolio of eligible capital projects within the 10-year planning horizon eligible for funding. The CBC Strategy identified \$13.55 million of capital projects that would provide a level of community benefit, with \$5.39 million identified as being eligible to be funded by Community Benefits Charges. The CBC rate required to fund the CBC eligible capital projects is 4.2% which is above the maximum rate allowable of 4% outlined by the Planning Act.

Relationship to Strategic Plan

By providing a new funding source for the capital costs of facilities, services and matters required due to development and redevelopment, the introduction of Community Benefit Charges will support, either directly or indirectly, the economic, social and cultural strategic plan pillars.

Background

A CBC is a new growth revenue tool under the Planning Act replacing the former Section 37 height and density bonusing in the Act. While they replace bonusing provisions of the Planning Act, CBC's are a different funding tool for growth related costs, impacting more developments and charged in a different manner. Community Benefits Charges may be imposed by By-law for buildings or structures with five storeys or more and with 10 or more residential units.

CBC revenue will be used to offset amendments to the Development Charges Act that limits the City's ability to collect Development Charges for certain services that were previously eligible. Municipalities can use CBCs to fund a wide range of new growth-related capital costs, if those costs are not already recovered from development charges, parkland provisions, grants, subsidies, or other contributions. Funds may not be used for replacement of existing assets, operating costs, or other ineligible costs.

This revenue tool is aimed to support capital costs related to intensification as the legislation limits the CBC to development of certain level of residential density. The

prescribed maximum CBC rate (as per O. Reg. 509/20) is 4% of the property's land value prior to the day of building permit issuance.

Report

The requirements defined by O. Reg 509/20 for the passing of a CBC by-law under subsection (2) include that a strategy be prepared identifying the facilities, services and matters that will be funded with CBCs and consultation with the public is conducted prior to passing the by-law. Following the Public Meeting on June 27, 2022 and Council's consideration of this report, a final report with a final version of the proposed Community Benefits Charges By-law will be brought back to Council for their consideration at the Council meeting on July 18, 2022.

The balance of this report highlights various sections of the CBC Strategy, provides background on the process, and identifies support and remaining steps required to implement Community Benefit Charges.

Growth Forecast

The growth forecast (Appendix 1) identifies the level of growth expected over the 10-year planning horizon. For the residential sector, the expectation is a continuation of the intensification growth the city has experienced over the last approximately five years, with 6,554 housing units expected to be added over the next 10 years. For high density residential growth under the classification of apartments including accessory apartments, bachelor, 1 bedroom and 2 bedrooms plus apartments, a total of 4,083 new additional units are estimated to be created over the next 10 years.

The CBC legislation specifically limits the collection of the charge to residential development which is a minimum of five stories above grade and contains at least 10 units. Units that would be eligible for Community Benefit Charges would be 3,132 of the 4,083 units which is about 77% of all apartment units. The growth forecast has considered actual permit data from 2021 and current developments that are at various stages of the planning process anticipated to take place in the 10-year forecasted period including registered, draft, approved and pending applications. Census data from 2021 was used to update the growth forecasts including population and household growth.

Land Valuation

The CBC is based on the land value of the proposed development the day before a building permit is issued, prior to any development occurring. The CBCs imposed are calculated, payable, and collected upon issuance of a building permit for eligible development or redevelopment. To calculate an estimate of potential revenue from the developments as outlined by the growth forecasts, land value appraisals were provided for the calculation. The average land valuations were summarized by location and density for anticipated developments, and a weighted land value per acre is calculated for each area. Average densities (units per acre) were further assigned to each area to calculate the total land value estimate of \$129.97 million.

Cost Analysis

Services to be considered

In order to demonstrate the need for Community Benefits Charges, a list of eligible projects have been provided to demonstrate the extent of funding required. The types of growth-related capital that can be comprised in a CBC can include non-DC eligible services such as: parking, airport, certain planning-related studies, municipal administration building expansions, museums, public art, heritage preservation, landfill, public realm improvements, community gardens, and space for non-profits. Former services recovered under Section 37 of the Planning Act and parkland acquisition (except for parkland dedication) and DC eligible services with growth-related capital can also be considered. We have not included D.C. eligible services to avoid any cross use or reporting of funds.

Allocation of Costs to Eligible High-Density Growth

For projects to be funded by the CBC revenue, an analysis of the project benefit to eligible high-density residential growth must be completed. This analysis looks at the benefit split between non-residential and residential, the split between low/medium density and total high-density, and the split between eligible and ineligible high density. Approximately 28% of City-wide CBC eligible costs could be recovered with respect to City-wide services including corporate and building infrastructure and growth studies. Approximately 39% of parks, recreation, and culture related C.B.C. eligible costs could also be recovered.

Capital Projects

A list of potential projects was developed in consultation with the City's Planning and Building Services; Community, Recreation and Culture Services; Corporate Support Services; Engineering, Facilities and Environmental Services; Economic Development; and Financial Management Services departments. The capital project lists were created based on known department and Council priorities. The main service categories included growth studies, the CBC strategy update and revisions, cultural services and public realm, housing and corporate and building infrastructure. The projects included in Appendix 1 demonstrate gross costs of \$38,875,300, deducting benefit to the existing population to generate net growth-related costs of \$13,545,700. The CBC eligible capital costs total \$5,395,804. This calculates a percentage to recover all costs as 4.2%, just above the maximum rate of 4% outlined by the Planning Act. Per legislation 60% of collected funds must be allocated to approved projects each year.

Draft CBC By-law

A draft Community Benefits Charges By-law is being prepared and will be released prior to the public meeting on June 27, 2022. This proposed by-law will be put into the City's regular by-law template, with any revisions or amendments as may be appropriate and/or directed following the Public Meeting on June 27, 2022, and brought back to Council to consider for approval at its meeting on July 18, 2022, for an effective date of September 1, 2022.

Background Study and the Annual Capital Budget

The CBC is a new growth revenue tool under the Planning Act replacing the former Section 37 height and density bonusing. With the adoption of the CBC strategy and implementation of the Community Benefits Charge effective September 1, 2022, Council would still be required to approve capital projects as part of the annual budgetary process. The annual budget process will also allow Council to be responsible to the changing needs of the City based on variable factors, such as the rate of development, economic conditions, limited resources, and the City's ability to cover the non-growth share of costs could result in some projects being advanced, delayed, or revised relative to the project listing in the CBC strategy.

Affordable Housing Impacts

The imposition of CBC's as an additional fee on new developments can be viewed through two different lenses with respect to affordable housing. First, will this additional fee negatively impact new affordable housing being built, and secondly, can this fee be used to fund or support the creation of additional affordable housing.

Impacts on Affordable Housing Developments

Staff have recommended that a grant program be developed and maintained which would offset the impact of this new fee for qualifying affordable housing developments. As the CBC is not charged on a per unit basis, the grant will have some differences from the Development Charges affordable housing grant approved in 2021, likely including either a threshold or a sliding scale for proportion of units which must be deemed affordable. How affordable housing is defined will be key to a grant program and is expected to align with definitions in the Development Charge and Community Improvement Plan programs.

Supporting Additional Affordable Housing

The City recognizes that supporting the provision of affordable housing will need a collaborative approach. The City will be approaching this challenge both through an Inclusionary Zoning study that has started but will be coming forward in the future, and through the CBC. The first step towards including an affordable housing program in the CBC is updating the Housing Action Plan, which has been included as a capital project in Table 4-4 to be partially funded by CBCs. A definition of affordable housing has been included in the definition of "service" with respect to capital, in the CBC strategy. This definition allows for the opportunity to include added capital costs when the Affordable Housing policies and programs are developed. The Housing Action Plan is expected to kick off in 2023 and will create a supportive plan for affordable housing in the City. Specific projects and recommendations from the Housing Action Plan update may be incorporated into the next CBC by-law update once the full strategy has been developed.

When comparing to other municipalities currently undertaking a CBC Strategy, two other lower tier municipalities, Mississauga and Richmond Hill have included Affordable Housing in their proposed CBC projects to be funded. These municipalities both have existing Council approved programs and strategies that specify what actions they are taking to support affordable housing and the related costs.

Proposed Charge

Staff are recommending that the full calculated CBC rate of 4.0% on a unified city-wide basis be approved and come into effect on September 1, 2022. The charge is based on the land appraisal of the proposed development which must be within 12 months of the date of the building permit issuance. The CBCs imposed are calculated, payable, and collected upon issuance of a building permit for eligible development or redevelopment. The CBC strategy would be reviewed every five years for consistency with the legislation and to update forecasts and capital projects.

Stakeholder and Public Engagement

The City created a Development Studies Task Force in November 2020 which includes representatives from the development and business community, an affordable housing representative and a resident at-large. The Task Force met in May 2022 to review the CBC draft growth forecast and draft capital project listing. This meeting was led by the City's consultant, Watson and Associates, and highlighted the changes to legislation under the Planning Act and was an opportunity to discuss questions and concerns brought forward. The City launched a public engagement campaign, engaging people to the EngageSTC webpage with content on the CBC strategy and a survey to be answered. Survey results will be provided to Council via separate correspondence closer to the Public Meeting.

Exemptions

There are several exemptions that are required to be provided under subsection 37 (4) of the Planning Act and section 1 of O. Reg 509/20. These include the development of a proposed building or structure with fewer than five storeys, at or above ground, and 10 residential units and redevelopment of an existing building or structure that will have fewer than five storeys, at or above ground after the redevelopment, and 10 residential units. In addition, other exemptions include long-term care homes, retirement homes, post-secondary institutions, Memorial home, clubhouse, or athletic grounds by an Ontario branch of the Royal Canadian Legion, hospice, and non-profit housing.

In addition to the exemptions noted above, the CBC will not apply to buildings or structures owned by and used for the purposes of any municipality, local board, or Board of Education.

Administration of CBC

Planning and Building Services staff will be responsible for assessing and collecting CBCs. The administration, which will include interpreting the by-law and assisting with the calculation of charges, tracking exemptions and grant programs, allocating funds collected to Community Benefits Strategy Reserve Fund and tracking of funding commitments and applying funding to projects, will be the responsibility of Financial Management Services.

Financial Implications

Growth-related development revenues are a key component of funding growth-related infrastructure in the city. Maximizing the use of CBCs reduces the need for tax or ratepayer support for growth-related projects.

Exemptions and Grants will be required to be funded from the tax levy. These amounts could vary significantly from one year to the next but will lower relative to Development Charge exemption and grant amounts.

Conclusion

Community Benefits Charges are a revenue tool aimed to support capital costs related to intensification and to offset amendments to the Development Charges Act that limits the City's ability to collect Development Charges for certain services that were previously eligible. As a funding source for the costs of critical infrastructure and services not traditionally covered by development charges and parkland dedication, CBCs provide an opportunity to ensure that communities are being built, not just homes.

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Appendices:

- Appendix 1 - Community Benefits Charge Strategy



Community Benefits Charge Strategy

Corporation of the City of St. Catharines

June 9, 2022

Financial Management Services, Accounting and Payroll 2022 Community Ben...

Watson & Associates Economists Ltd.

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List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
C.B.C.	Community Benefits Charge
C.I.L.	Cash-in-lieu
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
M.C.R.	Municipal Comprehensive Review
N.F.P.O.W.	No fixed place of work
OLT	Ontario Land Tribunal
O. Reg.	Ontario Regulation
P.P.U.	Persons per unit
sq.ft.	square foot

Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This strategy report has been prepared pursuant to the requirements of the Planning Act, 1990, (section 37) and, accordingly, recommends the imposition of a Community Benefits Charge (C.B.C.) and associated policies for the Corporation of the City of St. Catharines (the “City”).

The City retained Watson & Associates Economists Ltd. (Watson), to undertake the C.B.C. strategy process beginning in the fall of 2021. Watson worked with City staff preparing the C.B.C. analysis and policy recommendations contained within this strategy.

The C.B.C. strategy report, containing the proposed C.B.C. by-law, will be distributed to members of the public in order to provide interested parties the background information on the legislation, the recommendations contained herein, and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the City’s C.B.C. strategy, as summarized in Chapter 3. It also addresses the requirement for “rules” (contained in Chapter 6) and the proposed by-law to be made available as part of the approval process (included as Appendix B).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 3) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved.

Finally, the report addresses post-adoption implementation requirements (Chapter 7) which are critical to the successful application of the new policy.

The chapters in the strategy report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory requirements for the preparation of a strategy and calculation to support the C.B.C. rate is provided herein.



1.2 Legislative Context

1.2.1 *Bill 197 - COVID-19 Economic Recovery Act, 2020*

The *COVID-19 Economic Recovery Act* received Royal Assent on July 21, 2020. Schedule 3 of the Act amends the Development Charges Act (D.C.A.) and Schedule 17 amends the Planning Act (including amendments to community benefits and the alternative rate of parkland dedication). These amendments replace those not proclaimed under the *More Homes, More Choice Act* (Bill 108).

The *COVID-19 Economic Recovery Act* amendments in Schedules 3 and 17 were proclaimed and came into effect on September 18, 2020. In regard to the C.B.C., eligible municipalities have two years after the date of proclamation (i.e., September 18, 2022) to transition to the new rules and pass a C.B.C. by-law if they wish to continue imposing these charges.

D.C.A. Amendments:

Changes to Eligible Services – the amendments reframe the context of the D.C.A. from a tool to fund services that are not defined as "ineligible," to only include "eligible" services for which development charges (D.C.s) may be imposed. Eligible services include:

- Water supply services, including distribution and treatment services;
- Wastewater services, including sewers and treatment services;
- Storm water drainage and control services;
- Services related to a highway;
- Transit services;
- Waste diversion services;
- Policing services;
- Fire protection services;
- Ambulance services;
- Public library services;
- Long-term care services;
- Parks and recreation services;
- Public health services;



- Child-care services;
- Housing services;
- Services related to proceedings under the Provincial Offences Act; and
- Emergency preparedness services.

C.B.C. Amendments:

As per section 37 (5) of the Planning Act, a C.B.C. may be imposed for services that do not conflict with services or projects provided under a municipality's D.C. by-law or Parkland dedication by-law. Hence, the service provided under the C.B.C. would be defined as follows:

- (a) land for park or other public recreational purposes in excess of lands dedicated or provided cash-in-lieu payments under section 42 or 51 of the Planning Act;
- (b) services not provided under section 2 (4) of the D.C.A. (as noted above);
- (c) capital costs for eligible D.C. services that are not intended to be funded under the City's D.C. by-law.

Single-tier and lower-tier municipalities may impose a C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. As noted above, there are no restrictions on the services that may be included in the charge, with the exception of capital costs included under a D.C.A. by-law or Cash-in-Lieu (C.I.L.) of Parkland by-law. There are, however, restrictions on the application of the charges, i.e., a C.B.C. may not be imposed with respect to:

- development or redevelopment of fewer than 10 residential units, and in respect of buildings or structures with fewer than five storeys;
- a building or structure intended for use as a long-term care home;
- a building or structure intended for use as a retirement home;
- a building or structure intended for use by a university, college, or an Indigenous Institute;
- a building or structure intended for use as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion;
- a building or structure intended for use as a hospice to provide end-of-life care; or



- not-for-profit housing.

O. Reg. 509/20 specifies that a maximum charge of 4% of the value of land at the time of building permit issuance may be imposed. Prior to adopting a C.B.C. by-law the municipality must undertake a C.B.C. strategy report and follow the required public procedure. The C.B.C. by-law is appealable to the Ontario Land Tribunal (OLT).

1.2.2 Bill 109 – More Homes for Everyone Act, 2022

The *More Homes for Everyone Act, 2022* received Royal Assent on April 14, 2022. Schedule 5 of the Act amends the Planning Act with respect to C.B.C. by-laws. New subsections 37 (54) to (59) require that Council must pass a resolution on whether a revision to the C.B.C. by-law is needed at least every five years from the date the by-law was first passed.

The municipality must review the by-law and determine whether there is need for a revision and requires that municipalities shall consult with such persons and public bodies as appropriate. The municipality must give notice of the passing of the resolution within 20 days on the website of the municipality.

If Council does not pass a resolution within the five years, the by-law is deemed to expire.

1.3 Summary of the Process

Prior to passing a C.B.C. by-law, the Planning Act, section 37 (10) requires the City to consult with the public and such persons and public bodies as the City considers appropriate. As such, a meeting of Council has been set for June 27, 2022 to present the strategy to the public and members of Council to solicit input. The meeting is also being held to present the strategy's purpose, approach, and proposed C.B.C. by-law. Adoption of the by-law is anticipated for July 18, 2022.

Figure 1-1 provides an outline of the schedule to be followed with respect to the C.B.C. strategy and by-law adoption and implementation process.



Figure 1-1
City of St. Catharines
Schedule of Key Dates in the C.B.C. Strategy Process

Item	Date
1. Data collection, land valuation analysis, growth forecast development, capital needs assessment, staff review, C.B.C. calculations, and policy work.	September 2021 to May 2022
2. Development Studies Task Force Meeting #1	May 19, 2022
3. Release of C.B.C. Strategy Report	June 9, 2022
4. Development Studies Task Force Meeting #2	June 15, 2022
5. Public engagement via EngageSTC	June to July 2022
6. Meeting of Council advertisement placed in newspaper(s)	June 2022
7. Public Meeting to present the C.B.C. strategy and proposed by-law and receive feedback	June 27, 2022
8. Council considers adoption of C.B.C. strategy and passage of by-law	July 18, 2022
9. Notice given of by-law passage	No later than 20 days after passage
10. Last day for by-law appeal	40 days after passage



Chapter 2

Anticipated Development in the City of St. Catharines



2. Anticipated Development

2.1 Requirement of the Act

Chapter 3 provides the methodology for calculating a C.B.C. as per the Planning Act. Figure 3-1 presents this methodology schematically. It is noted in the first box of the schematic that in order to determine the C.B.C. that may be imposed, it is a requirement of section 37 (9) of the Planning Act and O. Reg. 509/20 that “the anticipated amount, type and location of development and redevelopment, for which a C.B.C. can be imposed, must be estimated.”

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the City will be required to provide services over a 10-year (mid-2022 to mid-2032) time horizon.

2.2 Basis of Population, Household and Employment Forecast

The C.B.C. growth forecast has been prepared by Watson. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the City over the forecast period, including:

- City of St. Catharines Development Charges Background Study, Watson & Associates Economists Ltd., June 2, 2021;
- Niagara Region Municipal Comprehensive Review (M.C.R.) – Draft Updated Forecasts and Local Growth Allocations Memo; Hemson Consulting Ltd., July 27, 2018;
- Niagara Region Municipal Comprehensive Review and Update of M.C.R. Forecast Allocations and Land Needs Assessment Results, Hemson Consulting Ltd., September 9, 2019;
- City of St. Catharines traffic zone population, housing and employment forecast provided by the City of St. Catharines, June 2020;
- 2006, 2011, 2016 and 2021 population and household Census data;
- 2006, 2011 and 2016 employment Census data;
- Historical residential building permit data over the 2012 to 2021 period;
- Residential supply opportunities as identified by City staff; and



- Discussions with City staff regarding anticipated residential development in the City.

2.3 Summary of Growth Forecast

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 2-1. The discussion provided herein summarizes the anticipated growth for the City and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 2-1 below, and Schedule 1 in Appendix A.

As identified in Table 2-1 and Schedule 1, the City's population is anticipated to reach approximately 149,720 by mid-2032, resulting in an increase of approximately 12,410 persons, over the 10-year forecast period.^[1]

^[1] The population figures used in the calculation of the 2022 C.B.C. exclude the net Census undercount, which is estimated at approximately 2.5%.



Figure 2-1
Approach to Population and Housing Forecast

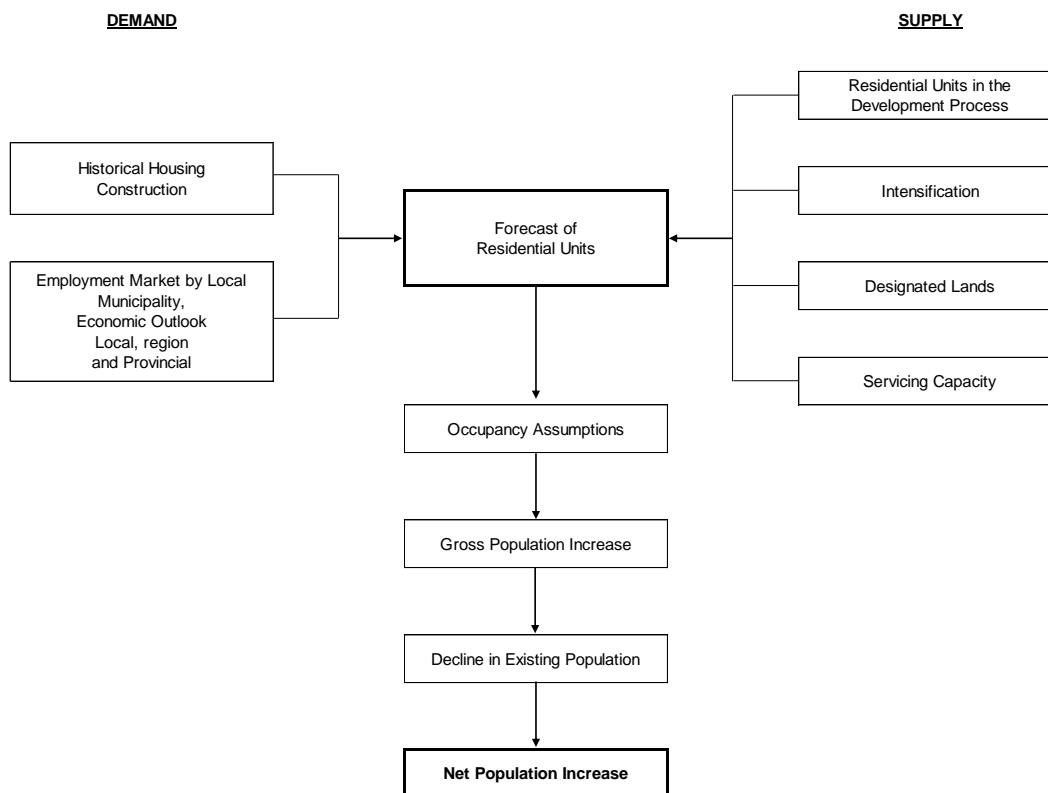




Table 2-1
City of St. Catharines
Residential Growth Forecast Summary

Year		Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units						Persons Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	134,720	131,400	2,630	128,770	35,465	6,539	13,137	278	55,419	2,391	2.371
	Mid 2016	136,480	133,113	3,263	129,850	35,670	6,995	13,905	305	56,875	2,966	2.340
	Mid 2021	140,260	136,803	3,353	133,450	36,150	7,510	14,965	275	58,900	3,049	2.323
Forecast	Mid 2022	140,780	137,310	3,378	133,932	36,223	7,565	15,142	275	59,205	3,071	2.319
	Mid 2032	153,510	149,721	3,579	146,142	36,937	9,322	19,225	275	65,759	3,254	2.277
Incremental	Mid 2011 - Mid 2016	1,760	1,713	633	1,080	205	456	768	27	1,456	575	
	Mid 2016 - Mid 2021	3,780	3,690	90	3,600	480	515	1,060	-30	2,025	83	
	Mid 2021 - Mid 2022	520	507	25	482	73	55	177	0	305	22	
	Mid 2022 - Mid 2032	12,730	12,411	201	12,210	714	1,757	4,083	0	6,554	183	

^[1] Census undercount estimated at approximately 2.5%.

^[2] Includes townhouses and apartments in duplexes.

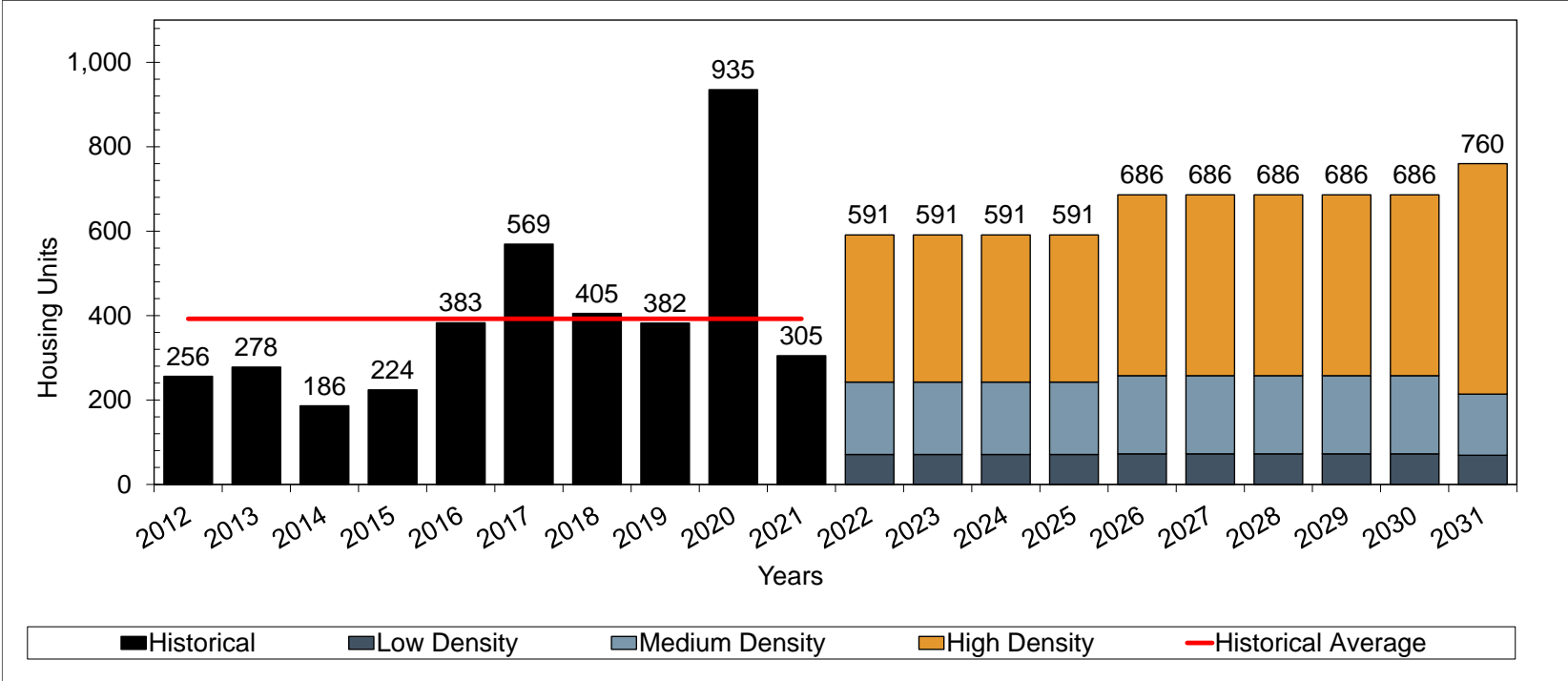
^[3] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Note: Population including the Census undercount has been rounded.

Source: Derived from Niagara Region Municipal Comprehensive Review – Draft Updated Forecasts and Local Growth Allocations (July 2018, Hemson Memo) forecast for the City of St. Catharines, Niagara Region Municipal Comprehensive Review - Review and Update of MCR Forecast Allocations and Land Needs Assessment Results (September 2019, Hemson Memo) forecast for the City of St. Catharines, and City of St. Catharines 2016 to 2041 Traffic Zone Population, Housing and Employment Forecast (June 2020, City of St. Catharines) by Watson & Associates Economists Ltd., 2022.



Figure 2-2
City of St. Catharines
Annual Housing Forecast^[1]



^[1] Growth forecast represents calendar year.
Source: Historical housing activity derived from City of St. Catharines building permit data, 2012 to 2020, and 2021 from Statistics Canada building permit data for the City of St. Catharines., by Watson & Associates Economists Ltd.



Provided below is a summary of the key assumptions and findings regarding the City's C.B.C. growth forecast:

1. Unit Mix (Appendix A – Schedules 1, 5 and 6)

- The housing unit mix for the City was derived from a detailed review of historical development activity (as per Schedule 6), as well as active residential development applications (as per Schedule 5) and discussions with City staff regarding anticipated development trends for St. Catharines.
- Based on the above indicators, the 2022 to 2032 household growth forecast for the City is comprised of a unit mix of 11% low density units (single detached and semi-detached), 27% medium density (multiples except apartments) and 62% high density (accessory units, bachelor, 1-bedroom and 2-bedroom+ apartments) units.

2. C.B.C.-Eligible Units

- Subsection 37 (4) of the Planning Act establishes the criteria for a development to be C.B.C. eligible. A C.B.C. may be imposed if:
 - Development of a proposed building or structure has five or more storeys at or above ground and has 10 or more residential units;
 - Redevelopment of an existing building or structure that will have 5 or more storeys at or above ground after redevelopment and proposes to add 10 or more residential units to an existing building or structure; or
 - Such types of development or redevelopment as prescribed. 2020, c. 18, Sched. 17, section 1.
- The C.B.C.-eligible unit forecast is derived based on the established criteria above and a detailed review of historical Census housing trends, historical development activity (as per Schedule 6), active residential development applications (as per Schedule 5) and discussions with City staff regarding anticipated C.B.C.-eligible developments.
- Based on the above indicators, the City is forecast to accommodate 3,132 C.B.C.-eligible household units over the 10-year forecast period. This translates to 77% of all high-density units, including accessory units, being C.B.C. eligible from 2022 to 2032.



3. Geographic Location of C.B.C.-Eligible Residential Development (Appendix A – Schedule 2)

- Schedule 2 summarizes the anticipated amount, type, and location of C.B.C.-eligible development by area for the City.
- In accordance with forecast demand and available land supply, the amount and percentage of forecast C.B.C.-eligible housing growth between 2022 and 2032 by development location is summarized in Table 2-2.
- The development locations are Downtown, Merritton, Glenridge and Surrounding Area, Western Hill, Port Dalhousie, Queenston, Haig and Surrounding Area and all other.

Table 2-2
City of St. Catharines
Residential High-Density Growth by Development Area

Development Location	High-Density Housing Growth, 2022 to 2032 ^[1]	C.B.C.-Eligible Share	C.B.C.-Eligible Housing Growth, 2022 to 2032	C.B.C.-Housing Growth Shares by Location, 2022 to 2032
Downtown	253	85%	216	6%
Merritton	340	31%	107	8%
Glenridge and Surrounding Area	310	84%	259	8%
Western Hill	342	65%	289	9%
Port Dalhousie	410	97%	396	10%
Queenston, Haig and Surrounding Area	953	95%	906	23%



Development Location	High-Density Housing Growth, 2022 to 2032 ^[1]	C.B.C.- Eligible Share	C.B.C.- Eligible Housing Growth, 2022 to 2032	C.B.C.- Housing Growth Shares by Location, 2022 to 2032
Other Areas	1,475	65%	959	36%
City-Wide Total	4,083	77%	3,132	100%

^[1] High density includes accessory apartments, bachelor, 1-bedroom and 2-bedroom+ apartments.
Source: Watson & Associates Economists Ltd.

4. Planning Period

- For the purpose of this study, a 10-year planning horizon has been assumed.

5. Population in New Units (Appendix A – Schedules 3 and 4)

- The number of housing units to be constructed by 2032 in the City over the forecast period is presented in Figure 2-2. Over the 2022 to 2032 forecast period, the City is anticipated to average approximately 655 new housing units per year.
- Institutional population^[1] is anticipated to increase by approximately 200 people between 2022 to 2032.
- Population in new units is derived from Schedules 3 and 4 which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 7 summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2016 custom Census data for the City of St. Catharines. The total calculated P.P.U. for

^[1] Institutional population largely includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2-or-more-bedroom units in collective households.



all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units.

Forecast 25-year average P.P.U.s by dwelling type are as follows:

- Low density: 2.932
- Medium density: 2.151
- High density:^[1] 1.866

6. Existing Units and Population Change (Appendix A – Schedules 3 and 4)

- Existing households for mid-2022 are based on 2021 Census households, plus estimated residential units constructed between mid-2021 to the beginning of the growth period, assuming a six-month lag between construction and occupancy (see Schedule 3).
- The change in average occupancy levels for existing housing units is calculated in Schedules 3 and 4, by aging the existing population over the forecast period. The forecast population change in existing households over the 2022 to 2032 forecast period is approximately -1,280.

7. Employment (Appendix A – Schedule 8)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the City divided by the number of residents.
- 2016 employment data for the City is outlined in Schedule 8. In accordance with Statistics Canada Census data, the City's 2016 employment base including usual place of work, work at home and no fixed place of work (N.F.P.O.W.) is approximately 62,130.^[2]
- Total employment, including work at home and N.F.P.O.W. for the City is anticipated to reach approximately 72,330 by mid-2032. This represents an employment increase of approximately 7,270 over the 10-year forecast period.

^[1] Includes accessory units, bachelor, 1-bedroom and 2-or-more-bedroom apartments.

^[2] No fixed place of work is defined by Statistics Canada as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



- Schedule 8, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the C.B.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e., employment and gross floor area generated from N.F.P.O.W. construction employment).
- Total employment for the City (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 59,180 by mid-2032. This represents an employment increase of approximately 5,590 for the 10-year forecast period.

Based upon the above information, the following summaries are provided for use in the calculations presented in chapter 4, as follows:

- Of the services to be provided, most service costs will be allocated a 69% residential share (Table 2-3);
- Of the residential portion of the costs, 56% of the population is forecast to reside in high-density residential units (Table 2-4); and
- Of those who reside in high density residential units, 77% are forecast to reside in units to which the C.B.C. may be imposed (Table 2-5).



Table 2-3
Residential and Non-Residential Growth Share based on Incremental Growth in
Population and Employment over the 10-Year Forecast Period

Residential Population and Non-Residential Employment	Population/ Employment	Residential/ Non- Residential %
Residential Net Population	12,411	69%
Employment (net of Work at Home & N.F.P.O.W.)	5,594	31%
Total Population & Employment	18,005	100%

Table 2-4
Low/Medium Density Growth and High-Density Growth Share

Residential Density	Residential Population	% of Gross Population in New Units
Low/Medium Density	5,873	44%
High Density	7,617	56%
Total Residential Forecast	13,490	100%



Table 2-5
Eligible and Ineligible High-Density Growth Share

Residential High Density	Residential Population	% of Gross Population in High Density Units
Eligible High Density	5,844	77%
Ineligible High Density	1,773	23%
Total Residential High Density Forecast	7,617	100%

2.4 Land Valuation

As the C.B.C. rate is applied against the value of land the day before a building permit is issued, average land values are required to be assessed in various locations throughout the City where the anticipated development and redevelopment is anticipated. These land values assist in calculating the eligible C.B.C. rate (up to a maximum of 4%). As such, the City provided data from several professional land appraisers (Colliers International, Ridley & Associates, RCE Appraisals, Antec Appraisal, and iAppraise) to provide input into the analysis.

The land valuations were based on high density residential lands in various locations throughout the City. The high-density lands were based on lands permitted to be developed into buildings with five storeys or more and a minimum of 10 residential units.

The areas assessed are as follows:

1. Downtown;
2. Merritton;
3. Glenridge and Surrounding Area;
4. Western Hill;



5. Port Dalhousie;
6. Queenston, Haig and Surrounding Area; and
7. All Other Areas.

Table 2-6 provides the findings of the land valuation assessment for eligible high-density development, by area.

Table 2-6
Summary of Land Valuations by Area

Location	Weighted Average Land Value per Acre
Downtown	\$5,780,000
Merritton	\$1,140,000
Glenridge and Surrounding Area	\$3,060,000
Western Hill	\$2,820,000
Port Dalhousie	\$4,540,000
Queenston, Haig and Surrounding Area	\$866,000
All Other Areas	\$2,820,000

2.5 Land Analysis

For purposes of calculating the total land value potential for high-density development in the City, the eligible high-density growth forecast was aligned with the weighted average land valuations based on applications in the planning process and the anticipated growth over the 10-year forecast. Table 2-7 provides for the assumptions on growth by area and the corresponding land valuations.



Table 2-7
Summary of Eligible High-Density Growth in the Planning Process by Area

Area	Total C.B.C. Eligible Units	Weighted Average Land Value Per Acre
Downtown	216	\$5,780,000
Merritton	107	\$1,140,000
Glenridge and Surrounding Area	259	\$3,060,000
Western Hill	289	\$2,820,000
Port Dalhousie	396	\$4,540,000
Queenston, Haig and Surrounding Area	906	\$866,000
All Other Areas	959	\$2,820,000
Total	3,132	

Based on the weighted average land valuations identified in Table 2-7 and the eligible high-density units anticipated to develop over the forecast period, the total land value is calculated for each area by converting the units to estimated total acres.

To undertake this conversion, the average eligible high-density units per acre have been estimated by area based on current applications in the development process. The high-density growth identified in the downtown area provides for an average of 150 units per acre. The average units per acre in Merritton, Queenston, Haig and Surrounding Area have been identified as 55 units per acre, while in Port Dalhousie the average is 95 units per acre. Finally, an average of 50 units per acre are identified in Glenridge and surrounding area, Western Hill and all other areas.

Once the eligible units have been converted to acres of land (by area), the acres are multiplied by the land values to determine a total land value which will be used as the denominator in the C.B.C. calculations. Table 2-8 provides for these calculations. An estimated 54.2 acres of eligible high-density growth is anticipated over the 10-year forecast period; with the total land value estimated at approximately \$129.97 million.



Table 2-8
Summary of Eligible High-Density Growth and Total Land Value by Area

Area	Total C.B.C. Eligible Units	Weighted Average Land Value Per Acre	Average Units Per Acre	Estimated Total Acres	Total Land Value
Downtown	216	\$5,780,000	150	1.4	\$8,323,000
Merritton	107	\$1,140,000	55	1.9	\$2,218,000
Glenridge and Surrounding Area	259	\$3,060,000	50	5.2	\$15,851,000
Western Hill	289	\$2,820,000	50	5.8	\$16,300,000
Port Dalhousie	396	\$4,540,000	95	4.2	\$18,925,000
Queenston, Haig and Surrounding Area	906	\$866,000	55	16.5	\$14,265,000
All Other Areas	959	\$2,820,000	50	19.2	\$54,088,000
Total	3,132			54.2	\$129,970,000



Chapter 3

Approach to the Calculation

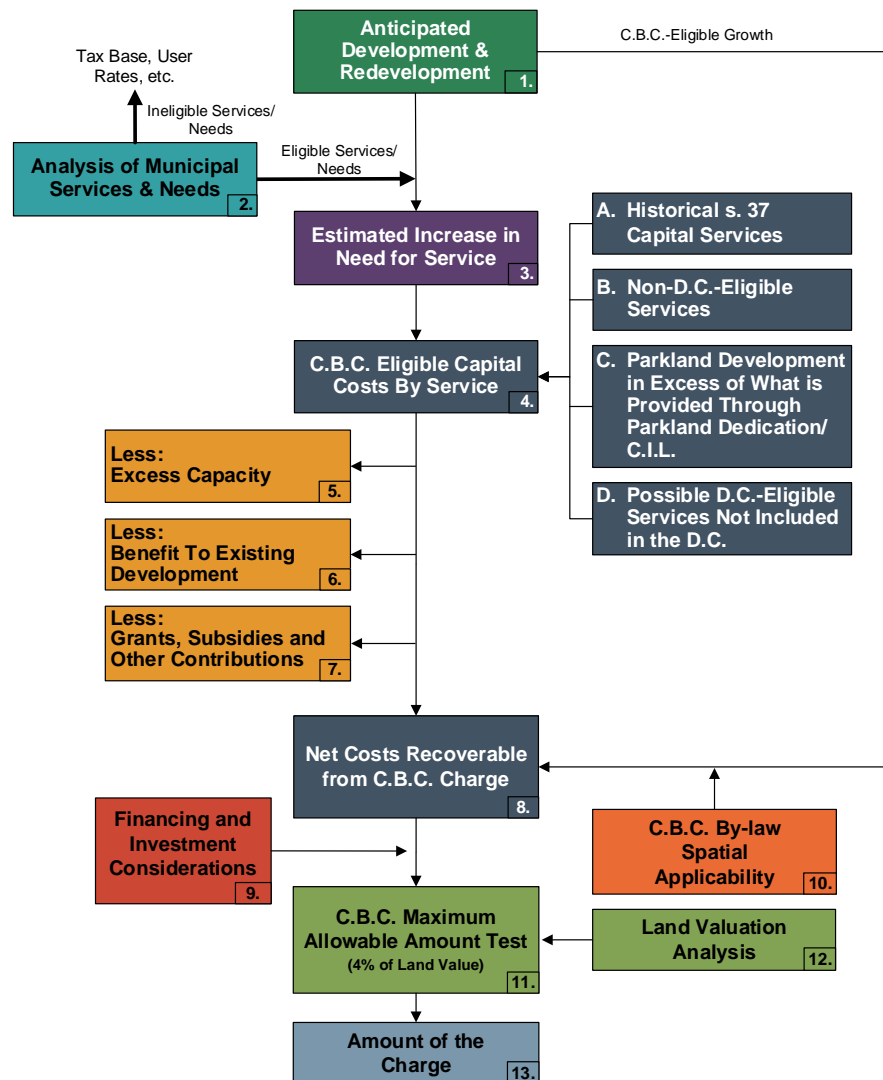


3. The Approach to the Calculation of the Charge

3.1 Introduction

This chapter addresses the requirements of subsection 37(9) of the Planning Act and sections 2 and 3 of O. Reg. 509/20 with respect to the establishment of the need for service which underpins the C.B.C. calculation. These requirements are illustrated schematically in Figure 3-1.

Figure 3-1
The Process of Calculating a Community Benefits Charge under the Planning Act





3.2 Anticipated Development and Redevelopment

The anticipated development and redevelopment forecast is provided in chapter 2 (with supplemental tables in Appendix A). This chapter provides for the anticipated overall growth within the City over a 10-year (mid-2022 to mid-2032) time horizon and then estimates the residential units eligible to be considered as per section 37 (4) of the Planning Act.

3.3 Services Potentially Involved

As per section 37 (5) of the Planning Act, a C.B.C. may be imposed for services that do not conflict with services or projects provided under a municipality's D.C. by-law or Parkland dedication by-law. Hence, the service provided under the C.B.C. would be defined as follows:

- (a) land for park or other public recreational purposes in excess of lands dedicated or provided cash-in-lieu payments under section 42 or 51 of the Planning Act.
- (b) services not provided under section 2 (4) of the D.C.A.
- (c) capital costs for eligible D.C. services that are not intended to be funded under the City's D.C. by-law.

Examples of services not provided by a D.C. or Parkland by-law include (but are not limited to) capital facilities and equipment for growth studies, corporate infrastructure, building infrastructure, culture, public realm, affordable housing, the community benefits charge strategy itself, etc.

3.4 Increase in the Need for Service

Similar to a D.C., the C.B.C. calculation commences with an estimate of "the increase in the need for service attributable to the anticipated development," for eligible services to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could potentially be expressed generally in terms of units of capacity, a project-specific expression of need would appear to be most appropriate. This is suggested by the requirement of section 2 (e) of O. Reg. 509/20 which provides "include estimates of



the capital costs necessary to provide the facilities, services and matters referred to in clause 2 (b).” As noted, this is a similar consideration provided when undertaking a D.C. calculation.

3.5 Capital Forecast

Section 37 (2) of the Planning Act provides that, “The council of a local municipality may by by-law impose community benefits charges against land to pay for the capital costs of facilities, services and matters.” The Act does not define what capital costs may be included within the charge. As noted in section 3.3 above, the Act provides that the C.B.C. charge could include capital costs for eligible D.C. services that are not intended to be funded under the City’s D.C. by-law. This provision suggest that capital costs may be defined in an equivalent manner as the D.C.A. Hence, based on this relationship with the D.C.A., capital costs may include:

- (a) costs to acquire land or an interest therein (including a leasehold interest);
- (b) costs to improve land;
- (c) costs to acquire, lease, construct or improve buildings and structures;
- (d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference, or information purposes;
- (e) interest on money borrowed to pay for the above-referenced costs;
- (f) costs to undertake studies in connection with the above-referenced matters; and
- (g) costs of the C.B.C. Strategy study.

3.6 Deductions

The section 2 of O. Reg. 509/20 potentially requires that three deductions be made to the capital costs estimates. These relate to:

- excess capacity;



- benefit to existing development; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.

3.6.1 Reduction for Excess Capacity

Section 2 (c) of O. Reg. 509/20 requires the identification of the excess capacity that exists in relation to the facilities, services and matters referred to in clause 2(b) suggesting the need for a potential deduction to the capital.

“Excess capacity” is undefined, but in this case, the excess capacity must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of excess capacity from the future increase in the need for the service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g., if a new landfill site to accommodate increased solid waste generated by the new growth is not required because sufficient excess capacity is already available, then a landfill site expansion would not be included as an increase in need, in the first instance.

3.6.2 Reduction for Benefit to Existing Development

Section 2 (c) of O. Reg. 509/20 of the Planning Act provides that the capital estimates identify extent to which an increase in a facility, service or matter referred to in clause 2 (b) of the regulation would benefit existing development. The general guidelines used to consider benefit to existing development included:

- the repair or unexpanded replacement of existing assets that are in need of repair;
- the elimination of a chronic servicing problem not created by growth; and
- providing services where none previously existed (for example, extending garbage pickup to the rural area which previously did not receive the municipal service).

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing garbage collection vehicles simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. On



the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as cultural facilities, the service is typically provided on a municipal-wide system basis. For example, facilities of the same type may provide different services (i.e., art vs. theatre), different programs (i.e., art classes vs. acting classes), and different time availability for the same service (i.e., art classes available on Wednesdays in one facility and Thursdays in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

3.6.3 Reduction for Anticipated Grants, Subsidies and Other Contributions

This step involves reducing the capital costs by capital grants, subsidies, and other contributions made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes.

Although specific grants, subsidies and/or other contributions may not be currently identified and reduced in the calculations, due diligence will be undertaken by City staff during the annual budget process to net off any future identified funding from these other sources.

3.7 Municipal-wide vs. Area Rating

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Unlike D.C.s, there is no mandatory requirement to consider area rating of services (providing charges for specific areas and services); however, the legislation



does not prohibit area rating. There may be instances where Council may consider varying rates to align with other policies or possible incentives in the development area.

Through the C.B.C. strategy process, discussions with City staff took place related to structuring the charge on a municipal-wide vs. area specific basis. As the services being provided in the strategy are not restricted to one specific area and are anticipated to be used by all residents with a city-wide benefit, the charges have been provided on a municipal-wide basis. For example, cultural facilities are provided in different parts of the City, and they will be accessed by residents from all areas depending on the programming offered within the facilities and personal interests. Although the charges are to be calculated and imposed on a city-wide basis, consideration of location of the projects will take place through the annual budget process.

3.8 Land Valuation Analysis

To facilitate the rate calculation provided in section 3.9, an estimate of the market value of the land related to the anticipated applicable development/redevelopment presented in section 3.2, needs to be undertaken. It is noted that the land values may vary based on a number of factors including location, zoning density, parcel size, etc., however, these values should estimate the land value the day before building permit issuance. This data may be available from municipal staff, or the municipality may consider engaging the assistance of a land appraiser.

3.9 Calculation of the Community Benefit Charge

Section 37(32) of the Planning Act provides that the maximum charge which can be imposed is prescribed by the regulations. O. Reg 509/20 section 3 provides that the maximum charge is to be 4%.

To calculate the rate, the net capital cost (provided by netting the deductions set out in section 3.6 from the capital presented in section 3.5) divided by the land values related to the anticipated applicable development/redevelopment produces a percentage of the capital cost to the land value. The product of this calculation provides for the eligible rate. As noted above, the maximum rate to be imposed is 4%; hence, the rate can be any rate between 0% and 4%.



Chapter 4

C.B.C.-Eligible Cost Analysis



4. C.B.C.-Eligible Cost Analysis

4.1 Introduction

This chapter outlines the basis for calculating eligible costs to be recovered through C.B.C.s which are to be applied on a uniform basis throughout the City. In each case, the required calculation process set out in O. Reg. 509/20 section 2 (a) through (f) to the Planning Act and described in Chapter 3 was followed in determining C.B.C.-eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects City staff's recommendation based on Council policy directions. However, it is recognized that over time, capital projects and Council priorities change; accordingly, Council's intentions may alter, and different capital projects (and timing) may be necessary to meet the need for services required by new growth.

4.2 Allocation of Costs to Eligible High-Density Growth

For capital costs identified for recovery through the C.B.C., a review of the gross costs has been made based on information provided by City staff. Each capital project was assessed to determine if there were deductions required to the gross costs related to excess capacity, benefit to existing development, and grants, subsidies, or other contributions known. The resultant net growth costs were then allocated based on the following:

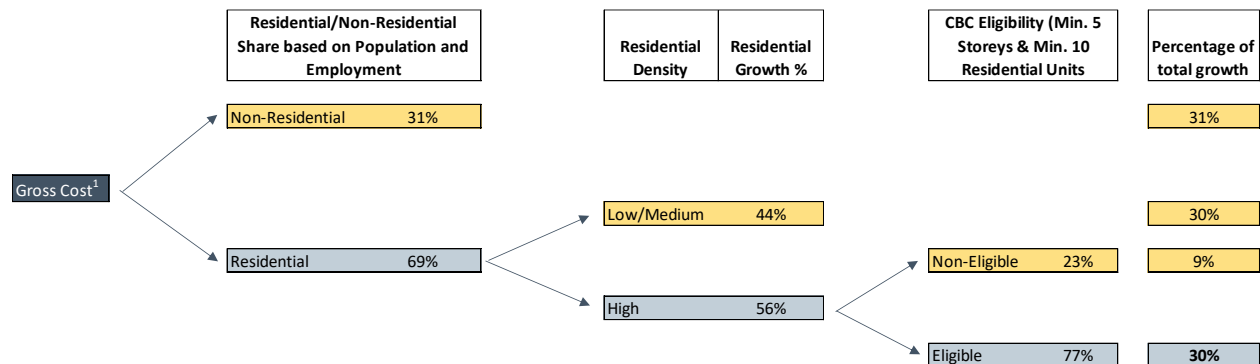
- Net costs for certain services (corporate and building infrastructure and growth studies), were apportioned between residential and non-residential growth (Table 2-3) based upon the relation between population and employment.
- Similar to the City's D.C. background study, public realm and cultural projects were apportioned 95% to residential and 5% to non-residential.
- Affordable housing has been apportioned 100% to the residential sector.
- The costs associated with residential growth were then further apportioned between low/medium density growth and total high-density growth anticipated over the forecast (Table 2-4).



- Finally, the costs associated with the total high-density growth were apportioned to eligible growth (i.e., buildings with a minimum of five storeys and a minimum of 10 residential units) and ineligible growth (Table 2-5).

As noted above, similar to the calculations undertaken in the City's D.C. study, some services are shared between residential and non-residential growth based on the incremental population and employment for the forecast period. Based on the C.B.C. 10-year forecast, this would result in an allocation of 69% residential/31% non-residential. Figure 4-1 provides a flowchart of the shares that would be assigned to services such as growth studies. As noted in Tables 2-3 through 2-5, the allocations between the total growth anticipated over the forecast period would result in 30% of net growth-related costs being eligible for recovery through the C.B.C. (see Table 4-1).

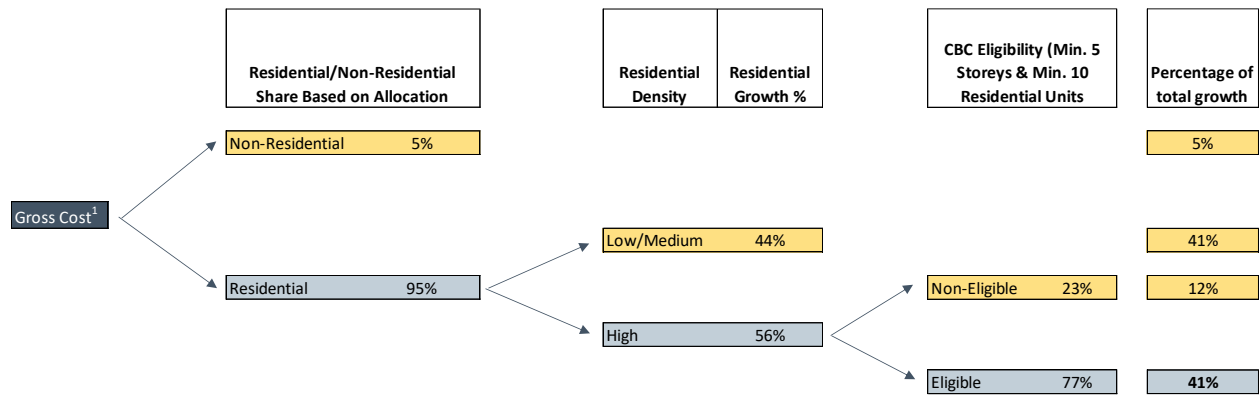
Figure 4-1
Growth Shares for City-Wide Services



As the predominant users of public realm and cultural services tend to be residents of the City, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential, similar to the allocations provided for in the City's D.C. study for these types of services. Figure 4-2 provides a flowchart of the shares that would be assigned to services such as culture and public realm. Therefore, for these services, the total growth anticipated over the forecast period would result in 41% of net growth-related costs being eligible for recovery through the C.B.C. (see Table 4-2).



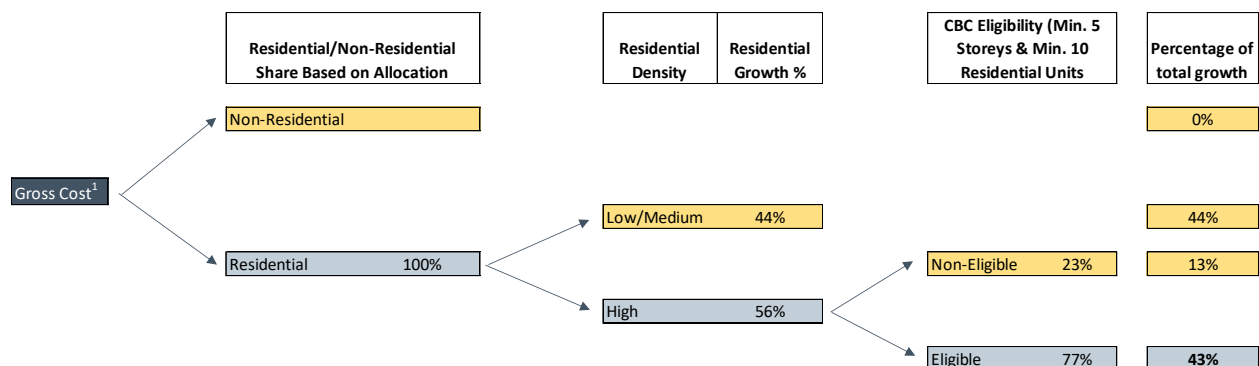
Figure 4-2
Growth Shares for Public Realm, and Cultural Services



¹ Gross Cost is net of deductions for benefit to existing, excess capacity, grants, subsidies, and other contributions, etc.

As affordable housing is a residential-based services, the forecast growth-related capital costs have been allocated 100% to residential and 0% to non-residential. Figure 4-3 provides a flowchart of the shares that would be assigned to this service. Therefore, the total growth anticipated over the forecast period would result in 43% of net growth-related costs being eligible for recovery through the C.B.C. (see Table 4-3).

Figure 4-3
Growth Shares for Affordable Housing Services



¹ Gross Cost is net of deductions for benefit to existing, excess capacity, grants, subsidies, and other contributions, etc.

For the costs related to undertaking the C.B.C. Strategy Study, 100% is attributable to the eligible high-density growth as the C.B.C. is not applicable to other forms of development (see Table 4-5).



4.3 C.B.C. Eligible Cost Analysis

This section provides for the evaluation of development-related capital requirements over a 10-year planning horizon. The projects include growth studies, corporate and building infrastructure, culture and public realm, affordable housing, and the C.B.C. study.

The estimated gross cost of each project has been reviewed with staff and where necessary, deductions have been made to recognize the benefit the projects have to the existing community. Further, the projects that have been identified have been reviewed and currently, there are no anticipated grants, subsidies or other funding anticipated for any of the projects. Finally, as the projects are associated with future service needs, consideration was given to the capacity available for the existing service and projects provided are considered to be incremental costs to service the future growth needs.

Based on the calculations and allocations to eligible high-density growth, the City has identified approximately \$5.41 million in eligible net growth-related costs to be included within the C.B.C. calculations.



Table 4-1
Capital Infrastructure Needs to be Recovered through C.B.C.s for Growth Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth-Related Cost	Total Non-Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
	2022-2031						31%	69%	44%	56%	23%	77%
	Growth Studies											
1	Zoning By-law Review	2025	80,000	-	-	80,000	24,800	55,200	24,028	31,172	7,257	23,915
2	Zoning By-law Update	2023	65,300	-	-	65,300	20,243	45,057	19,613	25,444	5,924	19,520
3	Conservation Demand Management study	2023	70,000	63,000	-	7,000	2,170	4,830	2,102	2,728	635	2,093
4	Site Plan Guidelines Update/Consolidation*	2022-2023	229,000	-	-	229,000	-	229,000	-	229,000	53,313	175,687
	Total		444,300	63,000	-	381,300	47,213	334,087	45,744	288,343	67,129	221,215

*This capital project would benefit high-density residential development, therefore, deductions have not been made for shares for non-residential and low/medium density development



Table 4-2
Capital Infrastructure Needs to be Recovered through C.B.C.s for Corporate and Building Infrastructure

Prj.No	Project Description	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth-Related Cost	Total Non-Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
							31%	69%	44%	56%	23%	77%
	Corporate Infrastructure:											
1	ERP System, Financials replacement/implementation	2022	7,000,000	6,300,000	-	700,000	217,000	483,000	210,247	272,753	63,499	209,254
2	Property Tax System Implementation	2022	850,000	765,000	-	85,000	26,350	58,650	25,530	33,120	7,711	25,409
3	Water System Implementation	2023	800,000	720,000	-	80,000	24,800	55,200	24,028	31,172	7,257	23,915
4	Asset Management - Phase 2- Implementation of AM Solutions	2022	1,300,000	1,170,000	-	130,000	40,300	89,700	39,046	50,654	11,793	38,861
5	Customer Relationship Management System	2024	1,500,000	1,350,000	-	150,000	46,500	103,500	45,053	58,447	13,607	44,840
6	Excess Soil Management Software	2022	40,000	36,000	-	4,000	1,240	2,760	1,201	1,559	363	1,196
	Building Infrastructure											
7	Buchanan House-New Elevator Add	2022	500,000	450,000	-	50,000	15,500	34,500	15,018	19,482	4,536	14,947
8	Robertson School- Main- Install a new elevator	2022-2023	800,000	720,000	-	80,000	24,800	55,200	24,028	31,172	7,257	23,915
9	Court House Repurpose Plan/Strategy	2023	5,500,000	4,125,000	-	1,375,000	426,250	948,750	412,986	535,764	124,730	411,034
			18,290,000	15,636,000	-	2,654,000	822,740	1,831,260	797,138	1,034,122	240,752	793,370



Table 4-3
Capital Infrastructure Needs to be Recovered through C.B.C.s for Culture and Public Realm Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth- Related Cost	Total Non- Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
	2022-2031						5%	95%	44%	56%	23%	77%
	Culture and Public Realm											
1	St. Catharines Museum & Welland Canals Centre Strategic Plan	2024-2025	75,000	18,800	-	56,200	17,422	38,778	16,880	21,898	5,098	16,800
2	Culture Plan	2022-2023	150,000	37,500	-	112,500	5,625	106,875	46,522	60,353	14,051	46,302
3	St. Catharines Cultural Investment Program (SCCIP) Plan	2024-2025	75,000	18,800	-	56,200	2,810	53,390	23,240	30,150	7,019	23,131
4	Neil Peart Memorial	2023-2024	1,000,000	200,000	-	800,000	40,000	760,000	330,824	429,176	99,915	329,260
5	Fallen Firefighters Memorial	2023	400,000	360,000	-	40,000	2,000	38,000	16,541	21,459	4,996	16,463
6	James Street Public Realm	2022	5,266,000	2,633,000	-	2,633,000	131,650	2,501,350	1,088,825	1,412,525	328,847	1,083,678
7	Lockhart Point Old Lock 1 - Event Power Installation	2022	100,000	90,000	-	10,000	500	9,500	4,135	5,365	1,249	4,116
8	Feasibility Study- Art Gallery	2023-2025	150,000	37,500		112,500	5,625	106,875	46,522	60,353	14,051	46,302
9	Feasibility Study/Heritage Condition Assessment Dalhousie House	2023-2025	150,000	37,500		112,500	5,625	106,875	46,522	60,353	14,051	46,302
10	Public Art Strategy	2023-2025	150,000	30,000		120,000	6,000	114,000	49,624	64,376	14,987	49,389
11	Downtown Gateway Feature	2024-2026	500,000	-		500,000	25,000	475,000	206,765	268,235	62,447	205,788
12	Facer Street Gateway Feature	2024-2026	500,000	-		500,000	25,000	475,000	206,765	268,235	62,447	205,788
13	Indigenous Culture & Public Art Strategy	2023-2025	150,000	30,000		120,000	6,000	114,000	49,624	64,376	14,987	49,389
14	BPOC Culture & Public Art Strategy	2023-2025	150,000	30,000		120,000	6,000	114,000	49,624	64,376	14,987	49,389
15	Part IV Designation of Properties under the Ontario Heritage Act	2023-2025	100,000	90,000		10,000	500	9,500	4,135	5,365	1,249	4,116
16	Heritage Initiatives (HCD) (Port Dalhousie/ St. Paul/Downtown)	2023-2026	600,000	-		600,000	30,000	570,000	248,118	321,882	74,937	246,945
17	Public Realm Improvements	2023-2026	100,000	-		100,000	5,000	95,000	41,353	53,647	12,489	41,158
18	Hydro Line Reconfiguration for Heritage Areas	2023-2026	8,250,000	6,187,500		2,062,500	103,125	1,959,375	852,906	1,106,469	257,595	848,874
19	Community Garden Strategy	2023-2025	150,000	30,000		120,000	6,000	114,000	49,624	64,376	14,987	49,389
20	Privately Owned Public Spaces Strategy and Implementation Guideline	2023-2026	75,000	-		75,000	3,750	71,250	31,015	40,235	9,367	30,868
21	Special Events Equipment Strategy	2023-2025	50,000	-		50,000	2,500	47,500	20,677	26,823	6,245	20,579



Table 4-3 (Cont'd)

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth- Related Cost	Total Non- Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
	2022-2031						5%	95%	44%	56%	23%	77%
22	Expansion of Historical Signs	2023-2025	150,000	75,000		75,000	3,750	71,250	31,015	40,235	9,367	30,868
23	Expansion of Wayfinding signage	2023-2025	200,000	100,000		100,000	5,000	95,000	41,353	53,647	12,489	41,158
24	Downtown St. Paul Valley Activation	2025	300,000	-	-	300,000	93,000	207,000	90,106	116,894	27,214	89,680
25	Sculpture Garden	2025	750,000	-	-	750,000	37,500	712,500	310,148	402,352	93,671	308,682
26	Public Art - Indigenous	2028	400,000	-	-	400,000	20,000	380,000	165,412	214,588	49,958	164,630
27	Public Art - Black Artist	2031	400,000	-	-	400,000	20,000	380,000	165,412	214,588	49,958	164,630
	Total		20,341,000	10,005,600	-	10,335,400	609,382	9,726,018	4,233,687	5,492,331	1,278,658	4,213,673



Table 4-4
Capital Infrastructure Needs to be Recovered through C.B.C.s for Affordable Housing

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth- Related Cost	Total Non- Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
	2022-2031						0%	100%	44%	56%	23%	77%
1	Housing Action Plan Update	2023-2026	150,000	75,000		75,000	-	75,000	32,647	42,353	9,860	32,493
	Total		150,000	75,000	-	75,000	-	75,000	32,647	42,353	9,860	32,493



Table 4-5
Capital Infrastructure Needs to be Recovered through C.B.C.s for the C.B.C. Strategy

Prj. No.	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2022\$)	Less:		Net Growth- Related Cost	Total Non- Residential Share	Total Residential Share	Low/Medium Density Residential	Total High Density Residential	Potential C.B.C. Recoverable Cost	
				Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development						Ineligible High Density Residential	Eligible High Density Residential
	2022-2031						0%	100%	0%	100%	0%	100%
1	Community Benefits Strategy	2022	75,000	-	-	75,000	-	75,000	-	75,000	-	75,000
2	Community Benefits Strategy	2027	75,000	-	-	75,000	-	75,000	-	75,000	-	75,000
	Total		150,000	-	-	150,000	-	150,000	-	150,000	-	150,000



Chapter 5

C.B.C. Calculation



5. C.B.C. Calculation

5.1 Anticipated Funding Recovery

To summarize the calculation of the charge, the following has been undertaken:

- 1) Anticipated Development: As presented in Chapter 2, the 10-year growth forecast provides for 3,132 eligible high-density units (i.e., in buildings containing a minimum of five storeys and a minimum of 10 residential units).
- 2) Land Valuation: the City supplied land appraisals from various appraisers. These appraisals provided average land valuations for properties anticipated for eligible high-density development. The land valuations were provided for various locations throughout the City, including areas such as the downtown core, Merritton, and Queenston (refer to Chapter 2).
- 3) Identification of Services: A number of services were identified including growth studies, corporate/building infrastructure, culture, public realm, affordable housing, and the C.B.C. strategy itself.
- 4) C.B.C. Eligible Costs: Capital needs related to the identified services were provided by City staff. Gross costs of the capital projects were assessed for the portion of the projects that would benefit the existing community vs. the future growth. The growth costs were then allocated amongst all types of growth to calculate the amount that is associated with eligible high-density units.
- 5) Total Land Value: Based on the growth forecast, density assumptions, and land valuation assessment, the total land value for eligible high density was calculated to equal approximately \$130 million.
- 6) Maximum C.B.C.: As per the Planning Act, the maximum a municipality can impose for a C.B.C. is equal to 4% of the land value of a property, the day before building permit issuance. Based on the total land value, the estimated potential C.B.C. recovery for the City equates to approximately \$5.2 million for the 10-year forecast period (see Table 5-1).



Table 5-1
Anticipated C.B.C. Funding Recovery

Area	Total C.B.C. Eligible Units	Weighted Average Land Value Per Acre	Average Units Per Acre	Estimated Total Acres	Total Land Value	C.B.C. %	Potential C.B.C. Revenue
Downtown	216	\$5,780,000	150	1.4	\$8,323,000		
Merrittton	107	\$1,140,000	55	1.9	\$2,218,000		
Glenridge and Surrounding Area	259	\$3,060,000	50	5.2	\$15,851,000		
Western Hill	289	\$2,820,000	50	5.8	\$16,300,000		
Port Dalhousie	396	\$4,540,000	95	4.2	\$18,925,000		
Queenston, Haig and Surrounding Area	906	\$866,000	55	16.5	\$14,265,000		
All Other Areas	959	\$2,820,000	50	19.2	\$54,088,000		
Total	3,132			54.2	\$129,970,000	4%	\$5,198,800

The City has identified capital costs attributable to eligible high-density growth in the amount of \$5.41 million, or 4.2% of the land value (as per Tables 4-1 through 4-5), which is just above the maximum allowable amount of \$5.2 million. Therefore, the City has provided herein that the maximum C.B.C. of 4% may be considered to be imposed on eligible forms of development. Table 5-2 provides a summary of the growth capital costs by service.

Table 5-2
Summary of Growth Capital Costs

Services	Gross Cost	Benefit to Existing Deduction	Grants, Subsidies & Other Contributions	Net Growth-Related Costs	C.B.C. Eligible Costs
Growth Studies	444,300	63,000	-	381,300	221,215
CBC Strategies	150,000	-	-	150,000	150,000
Cultural Services & Public Realm	20,341,000	10,005,600	-	10,335,400	4,213,673
Housing	150,000	75,000	-	75,000	32,493
Corporate and Building Infrastructure	18,290,000	15,636,000	-	2,654,000	793,370
Total Potential Capital Program	39,375,300	25,779,600	-	13,595,700	5,410,751
Total Land Value					129,970,000
Calculated Percentage to Recover all Costs Identified					4.2%



Chapter 6

C.B.C. Policy Recommendations and C.B.C. By-law Rules



6. C.B.C. Policy Recommendations and C.B.C. By-law Rules

6.1 C.B.C. Policies

Planning Act section 37 and O. Reg. 509/20 outline the required policies that must be considered when adopting a C.B.C. by-law. The following subsections set out the recommended policies governing the calculation, payment and collection of C.B.C.s in accordance with the legislation.

6.2 C.B.C. By-law Rules

6.2.1 *Payment in any Particular Case*

In accordance with the Planning Act, subsection 37 (3), a C.B.C. may be imposed only with respect to development or redevelopment that requires one of the following:

- (a) “the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- (b) the approval of a minor variance under section 45 of the *Planning Act*;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
- (d) the approval of a plan of subdivision under section 51 of the *Planning Act*;
- (e) a consent under section 53 of the *Planning Act*;
- (f) the approval of a description under section 9 of the *Condominium Act, 1998*; or
- (g) the issuing of a permit under the *Building Code Act, 1992* in relation to a building or structure.”



6.2.2 Maximum Amount of the Community Benefit Charge

Subsection 37 (32) of the Planning Act states that the amount of a C.B.C. payable in any particular case shall not exceed an amount equal to the prescribed percentage of the value of the land as of the valuation date.

Based on section 3 of O. Reg. 509/20, the prescribed percentage is 4%.

6.2.3 Exemptions (full or partial)

The following exemptions are provided under subsection 37 (4) of the Planning Act and section 1 of O. Reg. 509/20:

- Development of a proposed building or structure with fewer than five storeys at or above ground;
- Development of a proposed building or structure with fewer than 10 residential units;
- Redevelopment of an existing building or structure that will have fewer than five storeys at or above ground after the redevelopment;
- Redevelopment that proposes to add fewer than 10 residential units to an existing building or structure;
- Such types of development or redevelopment as are prescribed:
 - Development or redevelopment of a building or structure intended for use as a long-term care home within the meaning of subsection 2 (1) of the Long-Term Care Homes Act, 2007.
 - Development or redevelopment of a building or structure intended for use as a retirement home within the meaning of subsection 2 (1) of the Retirement Homes Act, 2010.
 - Development or redevelopment of a building or structure intended for use by any of the following post-secondary institutions for the objects of the institution:
 - i. a university in Ontario that receives direct, regular and ongoing operating funding from the Government of Ontario,
 - ii. a college or university federated or affiliated with a university described in subparagraph i,
 - iii. an Indigenous Institute prescribed for the purposes of section 6 of the Indigenous Institutes Act, 2017.



- Development or redevelopment of a building or structure intended for use as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion.
- Development or redevelopment of a building or structure intended for use as a hospice to provide end of life care.
- Development or redevelopment of a building or structure intended for use as residential premises by any of the following entities:
 - i. a corporation to which the Not-for-Profit Corporations Act, 2010 applies that is in good standing under that Act and whose primary object is to provide housing,
 - ii. a corporation without share capital to which the Canada Not-for-profit Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing,
 - iii. a non-profit housing co-operative that is in good standing under the Co-operative Corporations Act.

In addition to the exemptions noted above, the C.B.C. will not apply to buildings or structures owned by and used for the purposes of any municipality, local board, or Board of Education.

6.2.4 Timing of Collection

The C.B.C.s imposed are calculated, payable, and collected upon issuance of a building permit for eligible development or redevelopment.

6.2.5 In-kind Contributions

A municipality that has passed a C.B.C. by-law may allow the landowner to provide to the municipality: facilities, services, or matters required because of development or redevelopment in the area to which the by-law applies.

Prior to providing these contributions, the municipality shall advise the landowner of the value that of the in-kind contributions that will be attributed to them. This value shall be deducted from the amount the landowner would otherwise be required to pay under the C.B.C. by-law.



6.2.6 The Applicable Areas

The C.B.C. by-law will apply to all lands within the City.

6.2.7 Special Account

All money received by the municipality under a C.B.C. by-law shall be paid into a special account. The money contained within the special account:

- may be invested in securities in which the municipality is permitted to invest under the Municipal Act, 2001, and the earnings derived from the investment of the money shall be paid into a special reserve fund account; and
- must have at least 60 percent of the funds spent or allocated at the beginning of the year.

In addition to the monies collected under a C.B.C. by-law, transitional rules for transferring existing reserve funds are provided in subsection 37 (51) of the Planning Act. These rules apply for any existing reserve funds related to a service that is not listed in subsection 2 (4) of the D.C.A., as well as reserve funds established under section 37 of the Planning Act prior to Bill 197.

1. If the municipality passes a C.B.C. by-law under this section before the specified date, the municipality shall, on the day it passes the by-law, allocate the money in the special account or reserve fund to the special account referred to in subsection (45) of the Planning Act.
2. If the municipality has not passed a C.B.C. by-law under this section before the specified date, the special account or reserve fund is deemed to be a general capital reserve fund for the same purposes for which the money in the special account or reserve fund was collected.
3. Despite paragraph 2, subsection 417 (4) of the Municipal Act, 2001 (a provision which requires the funds raised for a reserve fund must only be used for the intended purpose) and any equivalent provision of do not apply with respect to the general capital reserve fund referred to in paragraph 2.
4. If paragraph 2 applies and the municipality passes a C.B.C. by-law under this section on or after the specified date, the municipality shall, on the day it passes the by-law, allocate any money remaining in the general capital reserve fund referred to



in paragraph 2 to the special account referred to in subsection (45) of the Planning Act.

6.2.8 Credits

Subsection 37 (52) of the Planning Act indicates that any credits that were established under section 38 of the D.C.A. and that are not related to a service that is listed in subsection 2 (4) of the D.C.A., may be used by the holder of the credit with respect to a charge that the holder is required to pay under a C.B.C. by-law.

6.2.9 By-law In-Force Date

A C.B.C. by-law comes into force on the day it is passed, or the day specified in the by-law, whichever is later.

6.3 Recommendations

It is recommended that Council:

“Adopt the C.B.C. approach to calculate the charges on a uniform City-wide basis;”

“Approve the capital project listing set out in Chapter 4 of the C.B.C. Strategy dated June 9, 2022, subject to further annual review during the capital budget process;”

“Create a special reserve fund account which will contain all C.B.C. monies collected;”

“Approve the C.B.C. Strategy dated June 9, 2022, as amended (if applicable);”

“Determine that no further public consultation is required;” and

“Approve the C.B.C. By-law as set out in Appendix B.”



Chapter 7

By-law Implementation



7. By-law Implementation

7.1 Introduction

This chapter addresses the public consultation process and by-law implementation requirements for the imposition of a C.B.C. by-law. Figure 7-1 provides an overview of the process.

7.2 Public Consultation Process

7.2.1 *Required Consultation*

In establishing the policy for which a C.B.C. strategy and by-law will be based; section 37 (10) of the Planning Act requires that:

“In preparing the community benefits strategy, the municipality shall consult with such persons and public bodies as the municipality considers appropriate.”

As there is no specific guidance as to which parties the municipality shall consult with, municipalities may establish their own policy for public consultation. The policy for public consultation should be designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Municipalities may consider a public meeting, similar to that undertaken for D.C. study processes (however, this is not a mandated requirement). At a minimum, this would include a presentation to Council and the public on the findings of the C.B.C. strategy, advanced notice of the meeting, and consideration for delegations from the public.

7.2.2 *Interested Parties to Consult*

There are three broad groupings of the public who are generally the most concerned with municipal C.B.C. policy.

1. The first grouping is the residential development community, consisting of land developers and builders, who will typically be responsible for generating the majority of the C.B.C. revenues. Others, such as realtors, are directly impacted by C.B.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the percentage applicable to their properties, projects to be funded by



the C.B.C. and the timing thereof, and municipal policy with respect to development agreements and in-kind contributions.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the non-residential mixed-use development sector, consisting of land developers and major owners or organizations with significant construction plans for mixed use developments. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade, and the Economic Development Agencies, who are all potentially interested in municipal C.B.C. policy. Their primary concern is frequently with the percentage charge applicable to their lands, exemptions, and phase-in or capping provisions in order to moderate the impact.

As noted in Section 1.4, through the C.B.C. strategy process, the City's consultation process includes meetings with the general public and Council.

7.3 Anticipated Impact of the Charge on Development

The establishment of sound C.B.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that increased residential development fees (such as a C.B.C.) can ultimately be expected to be recovered via higher housing prices and can impact project feasibility in some cases (e.g., rental apartments). Secondly, C.B.C.s or other municipal capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment, and wealth generation.

7.4 Implementation Requirements

7.4.1 Introduction

Once the City has calculated the charge, prepared the complete strategy, carried out the public process, and passed a new by-law, the emphasis shifts to implementation matters.



These include notices, potential appeals and complaints, in-kind contributions, and finally the collection of revenues and funding of projects.

The sections that follow provide an overview of the requirements in each case.

7.4.2 Notice of Passage

In accordance with subsection 37 (13) of the Planning Act, when a C.B.C. by-law is passed, the clerk of the municipality shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e., as of the day of newspaper publication or the mailing of the notice).

Section 4 of O. Reg. 509/20 further defines the notice requirements which are summarized as follows:

- notice shall be given by publication in a newspaper which is (in the clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- subsection 4 (2) lists the persons/organizations who must be given notice; and
- subsection 4 (5) lists the seven items that the notice must cover.

7.4.3 Appeals

Subsections 37 (13) to 37 (31) of the Planning Act set out the requirements relative to making and processing a C.B.C. by-law appeal as well as an OLT hearing in response to an appeal. Any person or organization may appeal a C.B.C. by-law to the OLT by filing a notice of appeal with the clerk of the municipality, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The municipality is carrying out a public consultation process, in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

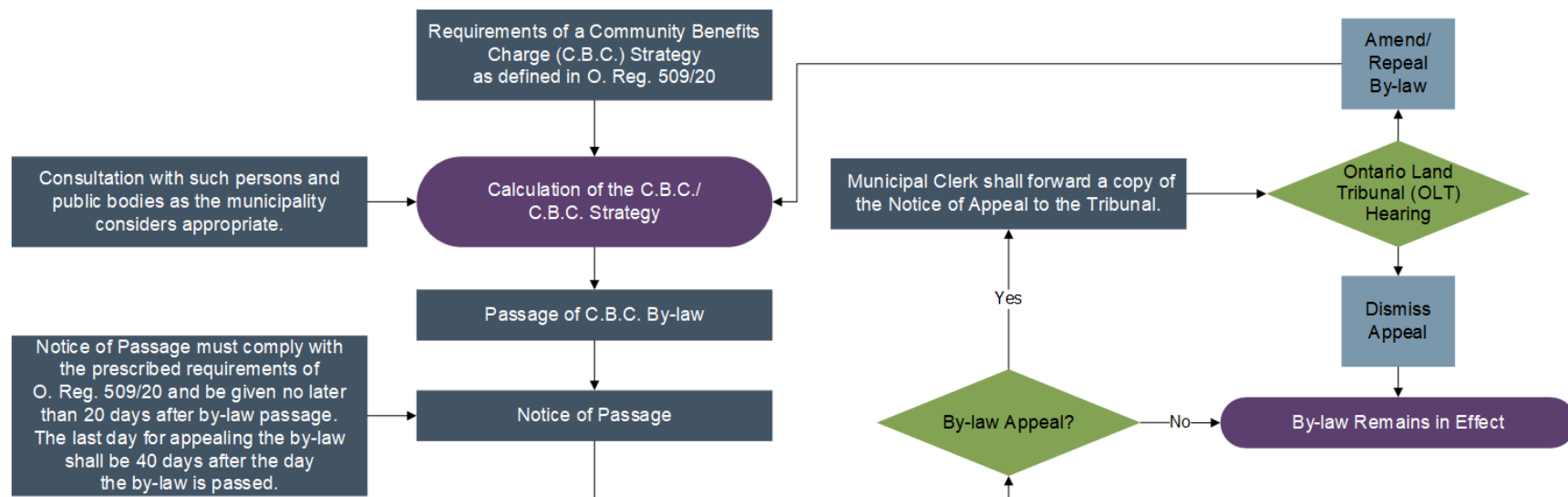


7.4.4 In-Kind Contributions

Subsections 37 (6) to 37 (8) provide the rules for in-kind contributions. An owner of land may provide the municipality facilities, services, or matters required because of development or redevelopment in the area to which the by-law applies. Prior to providing these contributions, the municipality shall advise the owner of the land of the value that will be attributed to the contributions. The value of the contributions shall be deducted from the amount the owner of the land would otherwise have to pay under the C.B.C. by-law.



Figure 7-1
The Process of Required for Passing a Community Benefits Charge By-law under the Planning Act





7.5 Ongoing Application and Collection of C.B.C. funds

7.5.1 Introductions

Once the municipality passes a C.B.C. by-law, development or redevelopment that meets the requirements of the C.B.C. by-law will pay a C.B.C. based on the value of their land. The following sections describe the overall process and discusses the approach to appraisals and use of the special account as set out in the Planning Act.

7.5.2 Overview of Process and Appraisals

Figure 7-2 provides an overview of the process for application of the C.B.C. by-law and collection of C.B.C. funds.

Once the C.B.C. by-law is in place, as development or redevelopment that meets the eligibility criteria proceeds (i.e., prior to issuance of a building permit), the municipality collects C.B.C.s based on the calculated percentage (as set out in the by-law and C.B.C. strategy) and the value of the land. The City will require each eligible development to provide a land appraisal of the market value of the land from a certified professional appraiser of real estate who is designated as an accredited appraiser by the Appraisal Institute of Canada, at no expense to the City, for use in calculating the C.B.C. charge on each development or redevelopment. The date of the appraisal must be within 12 months of the date of the building permit issuance.

If the City agrees with the appraised value, then the owner pays their C.B.C.s to the City and the funds will then be deposited into the special account.

If the City does not agree with the appraisal provided by the owner, the City has 45 days to provide the owner of the land with their own appraisal value. Then:

- If no appraisal is provided to the owner within 45 days, the owner's appraisal is deemed accurate and the difference in the amounts shall be refunded to the owner.
- If the municipality's appraisal is within 5% of the landowner's appraisal, the landowner's appraisal is deemed accurate, and the municipality shall refund the difference in the amounts to the owner.
- If the appraisal is more than 5% higher than the landowner's appraisal, the municipality shall request an appraisal be undertaken by an appraiser, selected



by the landowner, from the list of approved appraisers provided by the municipality. This must be undertaken within 60 days. This final appraisal is deemed accurate for the purposes of calculating the applicable C.B.C.

- In regard to the last bullet, subsection 37 (42) and 37 (43) require the municipality to maintain a list of at least three persons who are not employees of the municipality or members of Council and have an agreement with the municipality to perform appraisals for the above. This list is to be maintained until the C.B.C. by-law is repealed or the day on which there is no longer any refund that could be required (whichever is later).

7.5.3 Special Reserve Fund Account

All funds collected under the C.B.C. by-law are to be deposited into a special account. Subsections 37 (45) to 37 (48) of the Planning Act outline the rules with respect to the special reserve fund account. As noted in section 6.2.7, these rules are as follows:

- All money received under a C.B.C. by-law shall be paid into a special account;
- The money in the special account may be invested in securities (as permitted under the Municipal Act) and the interest earnings shall be paid into the special account;
- In each year, a municipality shall spend or allocate at least 60 percent of the monies that are in the special account at the beginning of the year; and
- The municipality shall provide reports and information as set out in section 7 of O. Reg. 509/20
- In regard to the third bullet, it is suggested that the annual capital budget for the City directly list the works which are being undertaken and/or to which monies from this fund are being allocated toward.

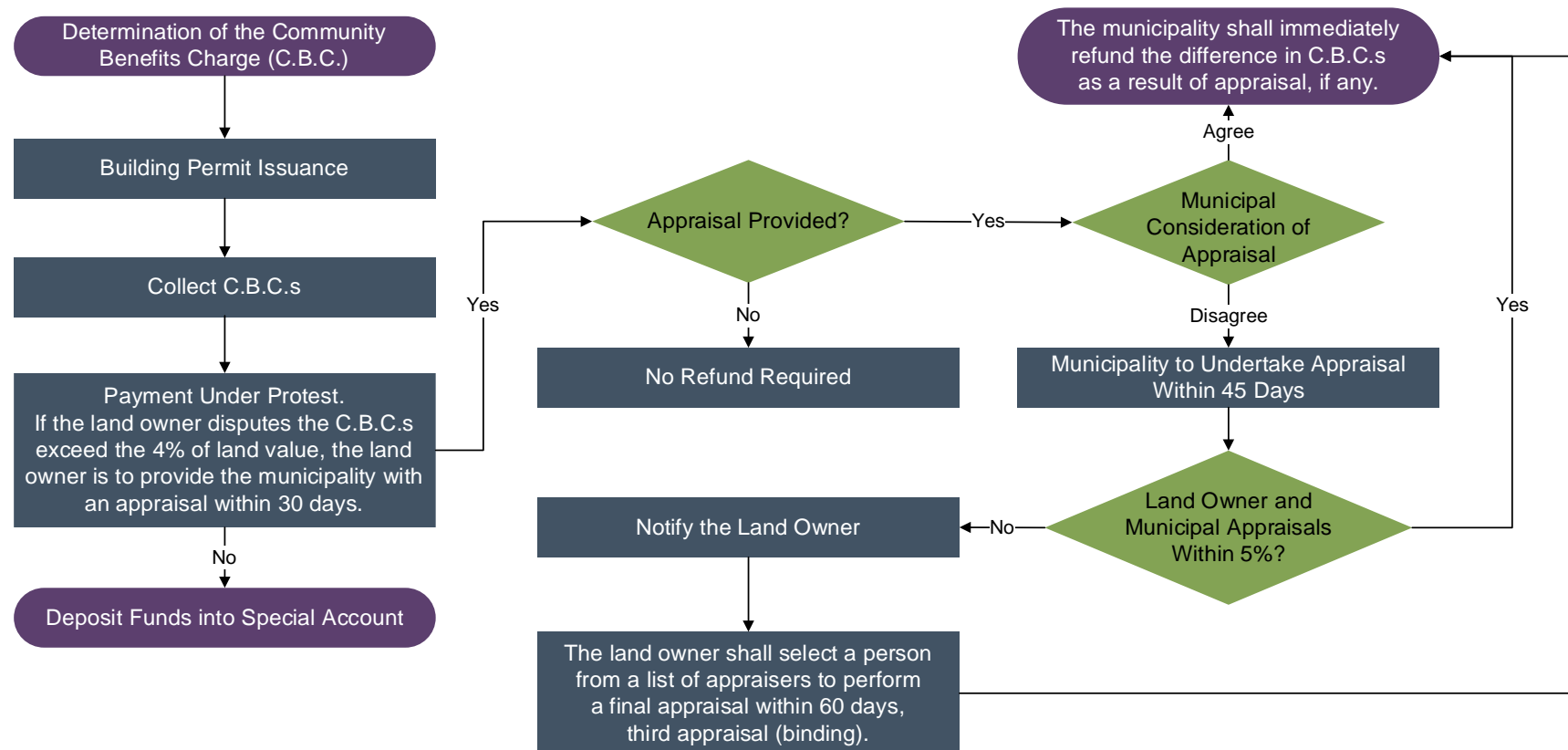
As per this C.B.C. strategy, the growth-related services (as outlined in Chapter 4), form the anticipated capital needs required to service growth over the 10-year forecast period. However, other services may be considered by Council in the future and are subject to approval by resolution and inclusion in the annual budget process. Further, any additional services approved and funded from C.B.C. revenue in the future will be reported on through an annual C.B.C. reserve fund statement, which will form part of the City's overall year-end statements.



During the annual budget process, the use of C.B.C. funding will be reviewed, and the capital costs associated with each eligible service and capital project will be confirmed and identified for approval of Council.



Figure 7-2
City of St. Catharines
Community Benefits Charge Application and Calculation Process





7.6 Transitional Matters

7.6.1 Existing Reserves and Reserve Funds

The Planning Act, section 37 (49) to section 37 (51) provides transitional provisions for:

1. A special account established under the previous section 37 rules; and
2. A D.C. reserve fund for which services are no longer eligible.

If the municipality passes a C.B.C. by-law before September 18, 2022, the municipality shall allocate the money in the special account or D.C. reserve fund to the C.B.C. special account.

If the municipality does not pass a C.B.C. by-law before September 18, 2022, the special account and/or D.C. reserve funds are deemed to be general capital reserve funds for the same purpose in which the money was collected (e.g., a parking D.C. reserve fund would become a general capital reserve fund for parking services).

If a C.B.C. by-law is passed after September 18, 2022, the municipality shall allocate the money from the newly created general capital reserve funds described above, to the C.B.C. special account.

7.6.2 Credits under Section 38 of the Development Charges Act

The Planning Act (s.37 (52)) provides that, if a municipality passes a C.B.C. by-law before September 18, 2022, any credits held for services that are no longer D.C. eligible (e.g., parking services), may be used against payment of a C.B.C. by the landowner. The City does not currently hold credits related to the services which are no longer D.C. eligible, therefore, there are no adjustment against future payments of a C.B.C. to apply.

7.6.3 Continued Application of Previous Section 37 Rules

Section 37.1 of the Planning Act provides for transitional matters regarding previous section 37 rules. Any charges that are currently in place under the previous rules, may remain in place until the municipality passes a C.B.C. by-law or September 18, 2022, whichever comes first.

Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



Schedule 1 City of St. Catharines Residential Growth Forecast Summary

Year		Population (Including Census Undercount) ^[1]	Excluding Census Undercount			Housing Units						Persons Per Unit (P.P.U.): Total Population/ Total Households
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi- Detached	Multiple Dwellings ^[2]	Apartments ^[3]	Other	Total Households	Equivalent Institutional Households	
Historical	Mid 2011	134,720	131,400	2,630	128,770	35,465	6,539	13,137	278	55,419	2,391	2.371
	Mid 2016	136,480	133,113	3,263	129,850	35,670	6,995	13,905	305	56,875	2,966	2.340
	Mid 2021	140,260	136,803	3,353	133,450	36,150	7,510	14,965	275	58,900	3,049	2.323
Forecast	Mid 2022	140,780	137,310	3,378	133,932	36,223	7,565	15,142	275	59,205	3,071	2.319
	Mid 2032	153,510	149,721	3,579	146,142	36,937	9,322	19,225	275	65,759	3,254	2.277
	Mid 2011 - Mid 2016	1,760	1,713	633	1,080	205	456	768	27	1,456	575	
	Mid 2016 - Mid 2021	3,780	3,690	90	3,600	480	515	1,060	-30	2,025	83	
	Mid 2021 - Mid 2022	520	507	25	482	73	55	177	0	305	22	
	Mid 2022 - Mid 2032	12,730	12,411	201	12,210	714	1,757	4,083	0	6,554	183	

^[1] Census undercount estimated at approximately 2.5%.

^[2] Includes townhouses and apartments in duplexes.

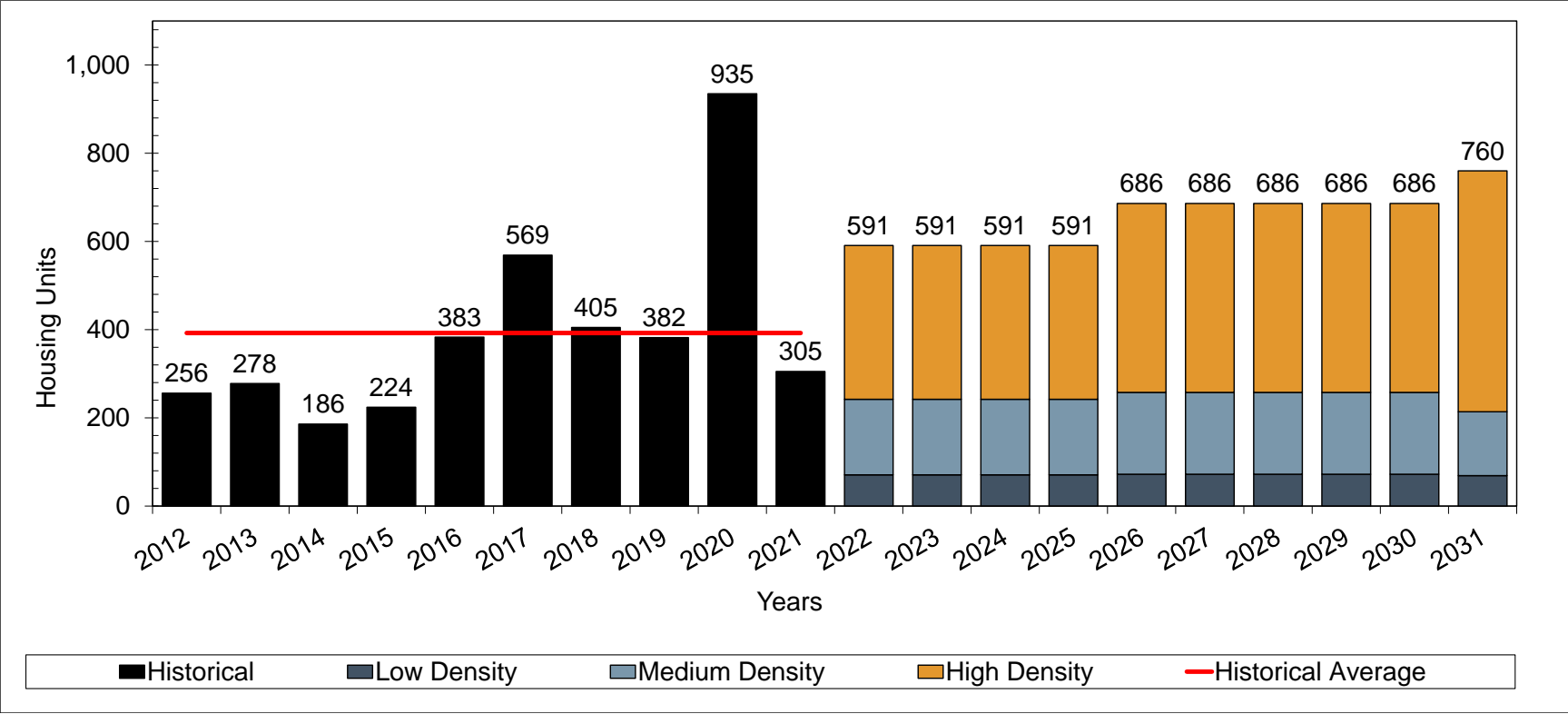
^[3] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Note: Population including the Census undercount has been rounded.

Source: Derived from Niagara Region Municipal Comprehensive Review – Draft Updated Forecasts and Local Growth Allocations (July 2018, Hemson Memo) forecast for the City of St. Catharines, Niagara Region Municipal Comprehensive Review - Review and Update of MCR Forecast Allocations and Land Needs Assessment Results (September 2019, Hemson Memo) forecast for the City of St. Catharines, and City of St. Catharines 2016 to 2041 Traffic Zone Population, Housing and Employment Forecast (June 2020, City of St. Catharines) by Watson & Associates Economists Ltd., 2022..



Figure A-1
City of St. Catharines
Annual Housing Forecast¹



⁽¹⁾ Growth forecast represents calendar year.
Source: Historical housing activity derived from City of St. Catharines building permit data, 2012 to 2020, and 2021 from Statistics Canada building permit data for the City of St. Catharines., by Watson & Associates Economists Ltd.



Schedule 2
City of St. Catharines
Estimate of the Anticipated Amount, Type and Location of
Residential Development for Which Community Benefits Charges Can Be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ¹	Apartments ²			Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
				Units in C.B.C. Ineligible Buildings	Units in C.B.C. Eligible Buildings	Total Apartment Units						
City of St. Catharines	2022 - 2032	714	1,757	951	3,132	4,083	6,554	13,490	(1,280)	12,210	201	12,411
City of St. Catharines C.B.C. Eligible Unit Breakdown												
Downtown	2022 - 2032			37	216	253						
Merritton	2022 - 2032			233	107	340						
Glenridge and Surrounding Area	2022 - 2032			51	259	310						
Western Hill	2022 - 2032			53	289	342						
Port Dalhousie	2022 - 2032			14	396	410						
Queenston, Haig and Surrounding Area	2022 - 2032			47	906	953						
Other Areas	2022 - 2032			516	959	1,475						

⁽¹⁾ Includes townhouses and apartments in duplexes.

⁽²⁾ Includes accessory apartments, bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.

Source: Watson & Associates Economists Ltd.



Schedule 3
City of St. Catharines
Current Year Growth Forecast
Mid 2021 to Mid 2022

		Population
Mid 2021 Population		136,803
Occupants of New Housing Units, Mid 2021 to Mid 2022	Units (2)	305
	multiplied by P.P.U. (3)	2.078
	gross population increase	634
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2022	Units	22
	multiplied by P.P.U. (3)	1.100
	gross population increase	25
Decline in Housing Unit Occupancy, Mid 2021 to Mid 2022	Units (4)	58,900
	multiplied by P.P.U. decline rate (5)	-0.003
	total decline in population	-152
Population Estimate to Mid 2022		137,310
Net Population Increase, Mid 2021 to Mid 2022		507

(1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(2) Estimated residential units constructed, Mid-2021 to the beginning of the growth period assuming a six-month lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.042	24%	0.728
<i>Multiples (6)</i>	2.160	18%	0.390
<i>Apartments (7)</i>	1.655	58%	0.961
Total		100%	2.078

¹ Based on 2016 Census custom database

² Based on Building permit/completion activity

(4) 2021 households taken from Statistics Canada Census.

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 4
City of St. Catharines
Ten Year Growth Forecast
Mid 2022 to Mid 2032

			Population
Mid 2022 Population			137,310
Occupants of New Housing Units, Mid 2022 to Mid 2032	Units (2)	6,554	
	multiplied by P.P.U. (3)	2.058	
	gross population increase	13,490	13,490
Occupants of New Equivalent Institutional Units, Mid 2022 to Mid 2032	Units	183	
	multiplied by P.P.U. (3)	1.100	
	gross population increase	201	201
Decline in Housing Unit Occupancy, Mid 2022 to Mid 2032	Units (4)	59,205	
	multiplied by P.P.U. decline rate (5)	-0.022	
	total decline in population	-1,280	-1,280
Population Estimate to Mid 2032			149,721
Net Population Increase, Mid 2022 to Mid 2032			12,411

(1) Mid 2022 Population based on:

2021 Population (136,803) + Mid 2021 to Mid 2022 estimated housing units to beginning of forecast period (305 x 2.078 = 634) + (22 x 1.1 = 25) + (58,900 x -0.003 = -152) = 137,310

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.932	11%	0.320
<i>Multiples (6)</i>	2.151	27%	0.576
<i>Apartments (7)</i>	1.866	62%	1.162
<i>one bedroom or less</i>	1.455		
<i>two bedrooms or more</i>	2.129		
Total		100.0%	2.058

¹ Persons per unit based on adjusted Statistics Canada Custom 2016 Census database.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2022 households based upon 2021 Census (58,900 units) + Mid 2021 to Mid 2022 unit estimate (305 units) = 59,205 units.

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 5
City of St. Catharines
Summary of C.B.C Eligible Units in the Development Approvals Process

Location	Stage of Development Approvals Process		Total	Share of Total
	Active (Approved & Pre-Con)	Inactive (Approved & Draft Approved)		
Downtown	205	0	205	7%
Merritton	98	0	98	3%
Glenridge and Surrounding Area	247	0	247	8%
Western Hill	97	192	289	10%
Port Dalhousie	396	0	396	13%
Queenston, Haig and Surrounding Area	409	487	896	30%
Other Areas	651	250	901	30%
Grand Total	2,103	929	3,032	100%

Note: There are additional units in the development approvals process beyond the units identified in the table in different stages of development.
Source: Derived from data provide by the City of St. Catharines by Watson & Associates Economists Ltd.



Schedule 6
City of St. Catharines
Historical Residential Building Permits
Years 2012 to 2021

Year	Residential Building Permits			
	Singles & Semi-Detached	Multiples ^[1]	Apartments ^[2]	Total
2012	70	59	127	256
2013	97	96	85	278
2014	108	43	35	186
2015	103	83	38	224
2016	112	106	165	383
Sub-total	490	387	450	1,327
Average (2012 - 2016)	98	77	90	265
% Breakdown	36.9%	29.2%	33.9%	100.0%
2017	125	245	199	569
2018	71	146	188	405
2019	68	196	118	382
2020	64	160	711	935
2021	73	55	177	305
Sub-total	401	802	1,393	2,596
Average (2017 - 2021)	80	160	279	519
% Breakdown	15.4%	30.9%	53.7%	100.0%
2012 - 2021				
Total	891	1,189	1,843	3,923
Average	89	119	184	392
% Breakdown	22.7%	30.3%	47.0%	100.0%

^[1] Includes townhouses and apartments in duplexes.

^[2] Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Source: Historical housing activity derived from City of St. Catharines building permit data, 2011-2020, and 2021 from Statistics Canada building permit data for the City of St. Catharines.



Schedule 7
City of St. Catharines
Person Per Unit by Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.875	3.169	-	3.042		
6-10	-	-	1.850	2.959	-	2.922		
11-15	-	-	1.952	3.200	4.208	3.213		
16-20	-	-	2.077	2.844	3.955	2.852		
20-25	-	-	1.952	2.965	3.667	2.930	2.992	2.932
25-35	-	-	2.129	2.809	3.563	2.822		
35+	0.545	1.353	1.805	2.560	3.726	2.464		
Total	0.529	1.331	1.826	2.637	3.822	2.557		

Age of Dwelling	Multiples ¹						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.600	3.053	-	2.160		
6-10	-	-	1.778	2.236	-	2.011		
11-15	-	-	1.739	2.240	-	2.058		
16-20	-	-	1.975	2.653	-	2.393		
20-25	-	-	1.721	2.806	-	2.339	2.192	2.151
25-35	-	-	1.966	2.550	-	2.321		
35+	-	1.137	1.844	2.666	3.500	2.241		
Total	-	1.104	1.835	2.622	3.537	2.246		

Age of Dwelling	Apartments ²						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.318	1.690	-	-	1.655		
6-10	-	1.250	1.765	-	-	1.786		
11-15	-	1.500	1.689	-	-	1.618		
16-20	-	1.250	1.915	3.133	-	1.826		
20-25	-	1.270	1.787	3.625	-	1.737	1.724	1.866
25-35	-	1.253	1.752	2.871	-	1.627		
35+	1.040	1.203	1.760	2.570	-	1.565		
Total	1.065	1.224	1.763	2.726	2.583	1.603		

Age of Dwelling	All Density Types						25 Year Average	25 Year Average Adjusted ^[3]
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.300	1.694	3.100	4.917	2.429		
6-10	-	1.261	1.795	2.747	-	2.421		
11-15	-	1.517	1.775	3.057	4.417	2.695		
16-20	-	1.217	1.938	2.786	3.870	2.421		
20-25	-	1.271	1.793	2.973	3.926	2.365		
25-35	-	1.267	1.822	2.773	3.397	2.340		
35+	1.379	1.221	1.789	2.564	3.643	2.239		
Total	1.289	1.237	1.796	2.635	3.736	2.283		

^[1] Includes townhouses and apartments in duplexes.

^[2] Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

^[3] Adjusted based on 2001 to 2016 historical trends.

Note: Does not include Statistics Canada data classified as 'Other'.

P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.



Schedule 8 City of St. Catharines Employment Forecast, Mid-2022 to Mid-2032

Period	Population	Activity Rate								Employment								Employment
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ^[1]	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ^[1]	Total Employment (Including N.F.P.O.W.)	Total (Excluding Work at Home and N.F.P.O.W.)
Mid 2006	131,989	0.005	0.025	0.123	0.193	0.106	0.453	0.049	0.502	665	3,355	16,238	25,428	14,055	59,740	6,489	66,229	56,385
Mid 2011	131,400	0.004	0.025	0.085	0.179	0.116	0.409	0.050	0.459	525	3,315	11,123	23,543	15,205	53,710	6,591	60,301	50,395
Mid 2016	133,113	0.005	0.027	0.076	0.180	0.125	0.412	0.055	0.467	650	3,570	10,078	23,898	16,655	54,850	7,284	62,134	51,280
Mid 2022	137,310	0.005	0.028	0.075	0.183	0.127	0.418	0.056	0.474	695	3,820	10,285	25,183	17,426	57,409	7,651	65,060	53,589
Mid 2032	149,721	0.005	0.030	0.076	0.187	0.127	0.425	0.058	0.483	731	4,465	11,440	27,980	19,032	63,648	8,686	72,334	59,183
Incremental Change																		
Mid 2006 - Mid 2011	-589	-0.001	0.000	-0.038	-0.013	0.009	-0.044	0.001	-0.043	-140	-40	-5,115	-1,885	1,150	-6,030	102	-5,928	-5,990
Mid 2011 - Mid 2016	1,713	0.0009	0.0016	-0.0089	0.0004	0.0094	0.0033	0.0046	0.0079	125	255	-1,045	355	1,450	1,140	693	1,833	885
Mid 2016 - Mid 2022	4,197	0.0002	0.0010	-0.0008	0.0039	0.0018	0.0060	0.0010	0.0070	45	250	207	1,286	771	2,559	367	2,926	2,309
Mid 2022 - Mid 2032	12,411	-0.0002	0.0020	0.0015	0.0035	0.0002	0.0070	0.0023	0.0093	36	645	1,155	2,797	1,606	6,239	1,035	7,274	5,594
Annual Average																		
Mid 2006 - Mid 2011	-118	-0.0002	0.0000	-0.0077	-0.0027	0.0018	-0.0088	0.0002	-0.0086	-28	-8	-1,023	-377	230	-1,206	20	-1,186	-1,198
Mid 2011 - Mid 2016	343	0.0002	0.0003	-0.0018	0.0001	0.0019	0.0007	0.0009	0.0016	25	51	-209	71	290	228	139	367	177
Mid 2016 - Mid 2022	700	0.0000	0.0002	-0.0001	0.0006	0.0003	0.0010	0.0002	0.0012	8	42	35	214	128	427	61	488	385
Mid 2022 - Mid 2032	1,241	0.0000	0.0002	0.0002	0.0003	0.0000	0.0007	0.0002	0.0009	4	65	116	280	161	624	104	727	559

^[1] Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift".

Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

Source: Derived from Niagara Region Municipal Comprehensive Review – Draft Updated Forecasts and Local Growth Allocations (July 2018, Hemson Memo) forecast for the City of St. Catharines, Niagara Region Municipal Comprehensive Review - Review and Update of MCR Forecast Allocations and Land Needs Assessment Results (September 2019, Hemson Memo) forecast for the City of St. Catharines, and City of St. Catharines 2016 to 2041 Traffic Zone Population, Housing and Employment Forecast (June 2020, City of St. Catharines) by Watson & Associates Economists Ltd., 2022.



Appendix B

Proposed C.B.C. By-law

Provided Under Separate Cover



Corporate Report City Council

Report from: Legal and Clerks Services, Legal Services

Report Date: May 25, 2022

Meeting Date: May 30, 2022

Report Number: LCS-092-2022

File: 16.19.2

Subject: Enbridge Gas Franchise Agreement

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Economic, Social, and Environmental.



Recommendation

That Council approve the form of draft by-law and franchise agreement attached as Appendix 1 and authorize the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the *Municipal Franchises Act*, and

That Council request that the Ontario Energy Board make an order declaring and directing that the assent of the municipal electors to the attached draft by-law and franchise agreement pertaining to The Corporation of the City of St. Catharines is not necessary, pursuant to the provisions of Section 9(4) of the *Municipal Franchises Act*, and

That the Mayor and Clerk be authorized to sign the franchise agreement between The Corporation of the City of St. Catharines ("City") and Enbridge Gas Inc. ("Enbridge Gas"), and any other documents related to that agreement, subject to the satisfaction of the Acting Director of Legal Services / City Solicitor.

Summary

The purpose of this report is to notify Council about the approaching expiry of the current franchise agreement between the City and Enbridge Gas on January 27, 2023.

Background

Enbridge Gas Inc., formerly known as Enbridge Gas Distribution Inc., has requested that the City approve moving forward with the renewal of the franchise agreement now as the renewal process can take approximately six to 12 months to get through the regulatory process.

The existing franchise agreement between the City and Enbridge Gas was approved by Council in 2002 and subsequently by the Ontario Energy Board for a term of 20 years. The agreement granted Enbridge Gas the right to construct, operate and add to the natural gas distribution system and to distribute, store and transmit natural gas within the city.

The franchise agreement is based on a template agreement, known as the “2000 Model Franchise Agreement,” which was approved by the Ontario Energy Board (OEB) following negotiations between natural gas utility companies and the Association of Municipalities of Ontario (AMO).

The proposed franchise agreement is regulated by the OEB and is identical to the current franchise agreement that has been in place with the City for the last 19 years.

The franchise agreement contains various terms and conditions that Enbridge Gas must satisfy for it to use City roadways for its gas pipeline system.

The recommendations contained in this report are drafted in accordance with the language needed to address procedural requirements of the OEB under the *Municipal Franchises Act*, R.S.O. 1990. They are the same recommendations previously approved by Council in or about 2002.

The current franchise agreement became effective on January 27, 2003 for a 20-year term. Such franchise agreements establish rights for natural gas utilities to provide services to local customers and to maintain gas pipelines under highways (i.e., within the municipal right-of-way). On January 27, 2023, the current franchise agreement will be up for renewal.

Applicable provincial legislation, including the Ontario *Municipal Franchises Act*, RSO 1990 (the “Act”), requires that a franchise agreement be in place between a municipal corporation and the gas company that serves the municipality.

The Act also establishes certain authority for the OEB to regulate gas works within municipalities.

As a standard, the OEB uses an agreement known as the ‘2000 Model Franchise Agreement’ when considering applications under the *Municipal Franchises Act*. That model franchise agreement is the same agreement currently in place between the City and Enbridge Gas.

At present, Enbridge has franchise agreements in place with 312 single / lower-tier municipalities and 28 upper-tier municipalities, all based on the 2000 Model Franchise Agreement.

There are currently only two franchise agreements that vary from the 2000 Model Franchise Agreement where unique circumstances exist.

Report

The model franchise agreement, formally known as the '2000 Model Franchise Agreement' was developed by the OEB in consultation with gas companies and the Association of Municipalities of Ontario (AMO).

Key aspects of the agreement include, among other things, rights for Enbridge Gas to provide natural gas service within St. Catharines, the right for Enbridge to use City roads (subject to specific terms and conditions), duration of the agreement and renewal, requirements for Enbridge Gas to obtain permits and permission from the City prior to construction and maintenance on the gas distribution system under the City's roadways, requirements for Enbridge Gas to provide drawings and surveys to the City showing its gas infrastructure, Emergency work provisions, indemnification and insurance obligations for Enbridge Gas, and procedural and other matters.

A full copy of the franchise agreement is contained in Appendix 2. The model agreement contains no provisions for the City to receive payment for the use of the right-of-way by Enbridge Gas.

The standard term for the OEB mandated franchise agreements is 20 years. The rationale for the 20-year term has considerable history and adjudication by the OEB. Such agreements can only be adjusted in rare or unusual circumstances. Some of the rationale for long-term contracts is that they enable stable energy rates for customers to allow predictable time horizons for expensive gas infrastructure maintenance and reconstruction, and for consistency across the province. The current 20-year term was the result of negotiations between AMO and natural gas distributors that received approval from the OEB. The model agreement does contemplate the possibility of amendments in year seven and year 14 of any renewal term, but only to make allowances for revised conditions from OEB-approved changes to the Model Franchise Agreement.

Next Steps

Should Council support the recommendations in this report, Enbridge Gas would make an application to the OEB for approval of the franchise agreement.

The OEB would publish a notice regarding the application in local newspapers, render a decision and issue an order.

Procedurally, the specific steps are as follows:

1. Council considers the resolutions set out in the recommendations of this report. Upon passing of the recommendations in this report, Council approves the attached draft by-law (attached and marked as Appendix 1) and directs staff to send notice to Enbridge Gas confirming its approval and further directs the City Solicitor to prepare and execute the final by-law and franchise agreement (attached and marked as Appendix 2).
2. Four copies of the resolution will be sent to Enbridge Gas, along with the franchise agreement and draft by-law.
3. Following approval by the OEB and upon receipt of the by-law and franchise agreement by the City from Enbridge Gas, Legal staff will prepare the final by-law (the required date of the OEB Decision and Order will be inserted into the second paragraph of the by-law). This final by-law will then go to Council for approval.
4. Upon final approval by Council, the City will send the required copies of the signed final by-law and franchise agreement to Enbridge Gas.

Financial Implications

There are no financial implications arising directly from this report.

Conclusion

The Current franchise agreement between the City and Enbridge Gas is set to expire on January 27, 2023. Staff is seeking Council's approval of this report in order to begin the process of renewing the franchise agreement with Enbridge Gas, which will grant Enbridge Gas the limited right to provide gas services to local customers and to construct, maintain and repair gas pipelines within the City's right-of-way.

Prepared, Submitted & Approved by

Sandor Csanyi

Acting Director of Legal and Clerks Services/City Solicitor

Appendices

1. Draft by-law
2. Franchise Agreement between Enbridge Gas Inc. and the City of St. Catharines

CITY OF ST. CATHARINES

BY-LAW NO. _____

A By-Law to authorize a Franchise Agreement between The Corporation of the City of St. Catharines and Enbridge Gas Inc.

WHEREAS the Council of The Corporation of the City of St. Catharines deems it expedient to enter into the attached franchise agreement (the "Franchise Agreement") with Enbridge Gas Inc.;

AND WHEREAS the Ontario Energy Board by its Order issued pursuant to the *Municipal Franchises Act* on the _____ day of _____, 2022 has approved the terms and conditions upon which and the period for which the franchise provided in the Franchise Agreement is proposed to be granted, and has declared and directed that the assent of the municipal electors in respect of this By-Law is not necessary.

NOW THEREFORE the Council of The Corporation of the City of St. Catharines enacts as follows:

1. That the Franchise Agreement between The Corporation of the City of St. Catharines and Enbridge Gas Inc. attached hereto and forming part of this by-law, is hereby authorized and the franchise provided for therein is hereby granted.
2. That the Mayor and City Clerk be and they are hereby authorized and instructed on behalf of The Corporation of the City of St. Catharines to enter into and execute under its corporate seal and deliver the Franchise Agreement, which is hereby incorporated into and forming part of this By-Law.

- 3. That By-law No. 2002-103 for the Corporation of the City of St. Catharines, passed in Council on the 22nd day of April, 2002, be and the same is hereby repealed.
- 4. That this by-law shall come into force and take effect as of the final passing thereof.

Read and passed this day of 2022

CLERK

MAYOR

DRAFT

2000 Model Franchise Agreement

THIS AGREEMENT effective this day of , 2022

BETWEEN:

THE CORPORATION OF THE CITY OF ST. CATHARINES

hereinafter called the "Corporation"

- and -

ENBRIDGE GAS INC.

hereinafter called the "Gas Company"

WHEREAS the Gas Company desires to distribute, store and transmit gas in the Municipality upon the terms and conditions of this Agreement;

AND WHEREAS by by-law passed by the Council of the Corporation (the "By-law"), the duly authorized officers have been authorized and directed to execute this Agreement on behalf of the Corporation;

THEREFORE, the Corporation and the Gas Company agree as follows:

Part I - Definitions

1. In this Agreement

- (a) "decommissioned" and "decommissions" when used in connection with parts of the gas system, mean any parts of the gas system taken out of active use and purged in accordance with the applicable CSA standards and in no way affects the use of the term 'abandoned' pipeline for the purposes of the *Assessment Act*;
- (b) "Engineer/Road Superintendent" means the most senior individual employed by the Corporation with responsibilities for highways within the Municipality or the person designated by such senior employee or such other person as may from time to time be designated by the Council of the Corporation;

- (c) "gas" means natural gas, manufactured gas, synthetic natural gas, liquefied petroleum gas or propane-air gas, or a mixture of any of them, but does not include a liquefied petroleum gas that is distributed by means other than a pipeline;
- (d) "gas system" means such mains, plants, pipes, conduits, services, valves, regulators, curb boxes, stations, drips or such other equipment as the Gas Company may require or deem desirable for the distribution, storage and transmission of gas in or through the Municipality;
- (e) "highway" means all common and public highways and shall include any bridge, viaduct or structure forming part of a highway, and any public square, road allowance or walkway and shall include not only the travelled portion of such highway, but also ditches, driveways, sidewalks, and sodded areas forming part of the road allowance now or at any time during the term hereof under the jurisdiction of the Corporation;
- (f) "Model Franchise Agreement" means the form of agreement which the Ontario Energy Board uses as a standard when considering applications under the *Municipal Franchises Act*. The Model Franchise Agreement may be changed from time to time by the Ontario Energy Board;
- (g) "Municipality" means the territorial limits of the Corporation on the date when this Agreement takes effect, and any territory which may thereafter be brought within the jurisdiction of the Corporation;
- (h) "Plan" means the plan described in Paragraph 5 of this Agreement required to be filed by the Gas Company with the Engineer/Road Superintendent prior to commencement of work on the gas system; and
- (i) whenever the singular, masculine or feminine is used in this Agreement, it shall be considered as if the plural, feminine or masculine has been used where the context of the Agreement so requires.

Part II - Rights Granted

2. To provide gas service

The consent of the Corporation is hereby given and granted to the Gas Company to distribute, store and transmit gas in and through the Municipality to the Corporation and to the inhabitants of the Municipality.

3. To Use Highways

Subject to the terms and conditions of this Agreement the consent of the Corporation is hereby given and granted to the Gas Company to enter upon all highways now or at any time hereafter under the jurisdiction of the Corporation and to lay, construct, maintain, replace, remove, operate and repair a gas system for the distribution, storage and transmission of gas in and through the Municipality.

4. Duration of Agreement and Renewal Procedures

- (a) If the Corporation has not previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law.

or

- (b) If the Corporation has previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law provided that, if during the 20 year term of this Agreement, the Model Franchise Agreement is changed, then on the 7th anniversary and on the 14th anniversary of the date of the passing of the By-law, this Agreement shall be deemed to be amended to incorporate any changes in the Model Franchise Agreement in effect on such anniversary dates. Such deemed amendments shall not apply to alter the 20 year term.
- (c) At any time within two years prior to the expiration of this Agreement, either party may give notice to the other that it desires to enter into negotiations for a renewed franchise upon such terms and conditions as may be agreed upon. Until such renewal has been settled, the terms and conditions of this Agreement shall continue, notwithstanding the expiration of this Agreement. This shall not preclude either party from applying to the Ontario Energy Board for a renewal of the Agreement pursuant to section 10 of the *Municipal Franchises Act*.

Part III – Conditions

5. Approval of Construction

- (a) The Gas Company shall not undertake any excavation, opening or work which will disturb or interfere with the surface of the travelled portion of any highway unless a permit therefor has first been obtained from the Engineer/Road Superintendent and all work done by the Gas Company shall be to his satisfaction.
- (b) Prior to the commencement of work on the gas system, or any extensions or changes to it (except service laterals which do not interfere with municipal works in the highway), the Gas Company shall file with the Engineer/Road Superintendent a Plan, satisfactory to the Engineer/Road Superintendent, drawn to scale and of sufficient detail considering the complexity of the specific locations involved, showing the highways in which it proposes to lay its gas system and the particular parts thereof it proposes to occupy.
- (c) The Plan filed by the Gas Company shall include geodetic information for a particular location:
 - (i) where circumstances are complex, in order to facilitate known projects, including projects which are reasonably anticipated by the Engineer/Road Superintendent, or
 - (ii) when requested, where the Corporation has geodetic information for its own services and all others at the same location.
- (d) The Engineer/Road Superintendent may require sections of the gas system to be laid at greater depth than required by the latest CSA standard for gas pipeline systems to facilitate known projects or to correct known highway deficiencies.
- (e) Prior to the commencement of work on the gas system, the Engineer/Road Superintendent must approve the location of the work as shown on the Plan filed by the Gas Company, the timing of the work and any terms and conditions relating to the installation of the work.
- (f) In addition to the requirements of this Agreement, if the Gas Company proposes to affix any part of the gas system to a bridge, viaduct or other structure, if the Engineer/Road Superintendent approves this proposal, he may require the Gas Company to comply with special conditions or to enter into a separate agreement as a condition of the approval of this part of the construction of the gas system.

- (g) Where the gas system may affect a municipal drain, the Gas Company shall also file a copy of the Plan with the Corporation's Drainage Superintendent for purposes of the *Drainage Act*, or such other person designated by the Corporation as responsible for the drain.
- (h) The Gas Company shall not deviate from the approved location for any part of the gas system unless the prior approval of the Engineer/Road Superintendent to do so is received.
- (i) The Engineer/Road Superintendent's approval, where required throughout this Paragraph, shall not be unreasonably withheld.
- (j) The approval of the Engineer/Road Superintendent is not a representation or warranty as to the state of repair of the highway or the suitability of the highway for the gas system.

6. As Built Drawings

The Gas Company shall, within six months of completing the installation of any part of the gas system, provide two copies of "as built" drawings to the Engineer/Road Superintendent. These drawings must be sufficient to accurately establish the location, depth (measurement between the top of the gas system and the ground surface at the time of installation) and distance of the gas system. The "as built" drawings shall be of the same quality as the Plan and, if the approved pre-construction plan included elevations that were geodetically referenced, the "as built" drawings shall similarly include elevations that are geodetically referenced. Upon the request of the Engineer/Road Superintendent, the Gas Company shall provide one copy of the drawings in an electronic format and one copy as a hard copy drawing.

7. Emergencies

In the event of an emergency involving the gas system, the Gas Company shall proceed with the work required to deal with the emergency, and in any instance where prior approval of the Engineer/Road Superintendent is normally required for the work, the Gas Company shall use its best efforts to immediately notify the Engineer/Road Superintendent of the location and nature of the emergency and the work being done and, if it deems appropriate, notify the police force, fire or other emergency services having jurisdiction. The Gas Company shall provide the Engineer/Road Superintendent with at least one 24 hour emergency contact for the Gas Company and shall ensure the contacts are current.

8. Restoration

The Gas Company shall well and sufficiently restore, to the reasonable satisfaction of the Engineer/Road Superintendent, all highways, municipal works or improvements which it may excavate or interfere with in the course of laying, constructing, repairing or removing its gas system, and shall make good any settling or subsidence thereafter caused by such excavation or interference. If the Gas Company fails at any time to do any work required by this Paragraph within a reasonable period of time, the Corporation may do or cause such work to be done and the Gas Company shall, on demand, pay the Corporation's reasonably incurred costs, as certified by the Engineer/Road Superintendent.

9. Indemnification

The Gas Company shall, at all times, indemnify and save harmless the Corporation from and against all claims, including costs related thereto, for all damages or injuries including death to any person or persons and for damage to any property, arising out of the Gas Company operating, constructing, and maintaining its gas system in the Municipality, or utilizing its gas system for the carriage of gas owned by others. Provided that the Gas Company shall not be required to indemnify or save harmless the Corporation from and against claims, including costs related thereto, which it may incur by reason of damages or injuries including death to any person or persons and for damage to any property, resulting from the negligence or wrongful act of the Corporation, its servants, agents or employees.

10. Insurance

- (a) The Gas Company shall maintain Comprehensive General Liability Insurance in sufficient amount and description as shall protect the Gas Company and the Corporation from claims for which the Gas Company is obliged to indemnify the Corporation under Paragraph 9. The insurance policy shall identify the Corporation as an additional named insured, but only with respect to the operation of the named insured (the Gas Company). The insurance policy shall not lapse or be cancelled without sixty (60) days' prior written notice to the Corporation by the Gas Company.
- (b) The issuance of an insurance policy as provided in this Paragraph shall not be construed as relieving the Gas Company of liability not covered by such insurance or in excess of the policy limits of such insurance.
- (c) Upon request by the Corporation, the Gas Company shall confirm that premiums for such insurance have been paid and that such insurance is in full force and effect.

11. Alternative Easement

The Corporation agrees, in the event of the proposed sale or closing of any highway or any part of a highway where there is a gas line in existence, to give the Gas Company reasonable notice of such proposed sale or closing and, if it is feasible, to provide the Gas Company with easements over that part of the highway proposed to be sold or closed sufficient to allow the Gas Company to preserve any part of the gas system in its then existing location. In the event that such easements cannot be provided, the Corporation and the Gas Company shall share the cost of relocating or altering the gas system to facilitate continuity of gas service, as provided for in Paragraph 12 of this Agreement.

12. Pipeline Relocation

- (a) If in the course of constructing, reconstructing, changing, altering or improving any highway or any municipal works, the Corporation deems that it is necessary to take up, remove or change the location of any part of the gas system, the Gas Company shall, upon notice to do so, remove and/or relocate within a reasonable period of time such part of the gas system to a location approved by the Engineer/Road Superintendent.
- (b) Where any part of the gas system relocated in accordance with this Paragraph is located on a bridge, viaduct or structure, the Gas Company shall alter or relocate that part of the gas system at its sole expense.
- (c) Where any part of the gas system relocated in accordance with this Paragraph is located other than on a bridge, viaduct or structure, the costs of relocation shall be shared between the Corporation and the Gas Company on the basis of the total relocation costs, excluding the value of any upgrading of the gas system, and deducting any contribution paid to the Gas Company by others in respect to such relocation; and for these purposes, the total relocation costs shall be the aggregate of the following:
 - (i) the amount paid to Gas Company employees up to and including field supervisors for the hours worked on the project plus the current cost of fringe benefits for these employees,
 - (ii) the amount paid for rental equipment while in use on the project and an amount, charged at the unit rate, for Gas Company equipment while in use on the project,
 - (iii) the amount paid by the Gas Company to contractors for work related to the project,

- (iv) the cost to the Gas Company for materials used in connection with the project, and
 - (v) a reasonable amount for project engineering and project administrative costs which shall be 22.5% of the aggregate of the amounts determined in items (i), (ii), (iii) and (iv) above.
- (d) The total relocation costs as calculated above shall be paid 35% by the Corporation and 65% by the Gas Company, except where the part of the gas system required to be moved is located in an unassumed road or in an unopened road allowance and the Corporation has not approved its location, in which case the Gas Company shall pay 100% of the relocation costs.

Part IV - Procedural And Other Matters

13. Municipal By-laws of General Application

The Agreement is subject to the provisions of all regulating statutes and all municipal by-laws of general application, except by-laws which have the effect of amending this Agreement.

14. Giving Notice

Notices may be delivered to, sent by facsimile or mailed by prepaid registered post to the Gas Company at its head office or to the authorized officers of the Corporation at its municipal offices, as the case may be.

15. Disposition of Gas System

- (a) If the Gas Company decommissions part of its gas system affixed to a bridge, viaduct or structure, the Gas Company shall, at its sole expense, remove the part of its gas system affixed to the bridge, viaduct or structure.
- (b) If the Gas Company decommissions any other part of its gas system, it shall have the right, but is not required, to remove that part of its gas system. It may exercise its right to remove the decommissioned parts of its gas system by giving notice of its intention to do so by filing a Plan as required by Paragraph 5 of this Agreement for approval by the Engineer/Road Superintendent. If the Gas Company does not remove the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in any highway, the Corporation may remove and dispose of so much of the decommissioned gas system

as the Corporation may require for such purposes and neither party shall have recourse against the other for any loss, cost, expense or damage occasioned thereby. If the Gas Company has not removed the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in a highway, the Gas Company may elect to relocate the decommissioned gas system and in that event Paragraph 12 applies to the cost of relocation.

16. Use of Decommissioned Gas System

- (a) The Gas Company shall provide promptly to the Corporation, to the extent such information is known:
 - (i) the names and addresses of all third parties who use decommissioned parts of the gas system for purposes other than the transmission or distribution of gas; and
 - (ii) the location of all proposed and existing decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas.
- (b) The Gas Company may allow a third party to use a decommissioned part of the gas system for purposes other than the transmission or distribution of gas and may charge a fee for that third party use, provided
 - (i) the third party has entered into a municipal access agreement with the Corporation; and
 - (ii) the Gas Company does not charge a fee for the third party's right of access to the highways.
- (c) Decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas are not subject to the provisions of this Agreement. For decommissioned parts of the gas system used for purposes other than the transmission and distribution of gas, issues such as relocation costs will be governed by the relevant municipal access agreement.

17. Franchise Handbook

The Parties acknowledge that operating decisions sometimes require a greater level of detail than that which is appropriately included in this Agreement. The Parties agree to look for guidance on such matters to the Franchise Handbook prepared by the Association of Municipalities of Ontario and the gas utility companies, as may be amended from time to time.

18. Other Conditions

None.

19. Agreement Binding Parties

This Agreement shall extend to, benefit and bind the parties thereto, their successors and assigns, respectively.

IN WITNESS WHEREOF the parties have executed this Agreement effective from the date written above.

**THE CORPORATION OF THE
CITY OF ST. CATHARINES**

Per: _____
Walter Sendzik, Mayor

Per: _____
Bonnie Nistico-Dunk, City Clerk

ENBRIDGE GAS INC.

Per: _____
Mark Kitchen, Director
Regulatory Affairs

Per: _____
Murray Costello, Director
Southeast Region Operations



Corporate Report City Council

Report from: Legal and Clerks Services, Office of the City Clerk

Report Date: February 4, 2022

Meeting Date: June 13, 2022

Report Number: LCS-097-2022

File: 10.28.2

Subject: 2021 Integrity Commissioner - Year in Review

Recommendation

That Report LCS-097-2022, regarding 2021 Integrity Commissioner - Year in Review, be received for information.

Background

The City's Integrity Commissioner is John Mascarin. The Integrity Commissioner is an independent and impartial position that is appointed by, and reports directly to, City Council.

The City's Integrity Commissioner is responsible for the following:

- Advising City Council members and members of the City's local boards of their duties under Council's Code of Conduct and the Municipal Conflict of Interest Act.
- Deciding whether to investigate complaints about Council and local board members' conduct.
- Making recommendations if there is an investigation.
- Conducting inquiries into alleged contraventions of certain sections of the Municipal Conflict of Interest Act.
- Providing educational information to members of Council.

The City's local boards include:

- St. Catharines Transit Commission
- St. Catharines Public Library
- FirstOntario Performing Arts Centre
- Niagara District Airport Commission

Report

Each year staff provide a broad annual review of the year's activities. This review encompasses January 1, 2021 to December 31, 2021.

- Number of inquiries – 3
- Number of complaints filed – 7
- Number of complaints in contravention – 1

The costs for this service are broken down into two categories:

Service	Cost
Investigations and Reporting	\$26,803.82
Advice to Members and Staff	\$4,600.00
Total	\$31,403.82

For comparison purposes, in 2020 the cost for these services was \$68,074. Mr. Mascarin has indicated that there are a number of complaints that were filed at the end of 2021 that are being reviewed, researched and assessed.

Financial Implications

For 2021, the cost for Integrity Commissioner services was \$31,403.82.

Conclusion

Mr. Mascarin has provided the information contained in this report. Mr. Mascarin continues to provide excellent service. He has been helpful and expedient when reviewing the City's files or responding to Council and staff's questions. The results of the investigations are all public documents and are on the City's website.

Staff submit this for Council's information only.

Prepared & Submitted by

Bonnie Nistico-Dunk
City Clerk

Approved by

Sandor Csanyi
Acting City Solicitor / Director of Legal and Clerks Services



Corporate Report City Council

Report from: Legal and Clerks Services, Office of the City Clerk

Report Date: June 3, 2022

Meeting Date: June 13, 2022

Report Number: LCS-098-2022

File: 10.12.1

Subject: Council Correspondence

Strategic Pillar:

Recommendation

That Council receive and file the items listed within the report; and

That Sub-Item 8, Integrity Commissioner Report on Code of Conduct Complaint - 2021-07 and 2022-01 – Former Councillor Mat Siscoe and Mayor Walter Sendzik; and Sub-Item 9, Integrity Commissioner Report on Municipal Conflict of Interest Act Applications - 2022-01 and 2022-02 – Former Councillor Mat Siscoe, are for Council's information only and are to be received and filed; and

That Council receive and file additional correspondence distributed for the meeting held June 13, 2022, which is available upon request.

Report

The Office of the City Clerk is submitting, for the approval of Council, correspondence received during the period of May 19, 2022 to June 2, 2022.

Included as part of the Council Correspondence Report are two reports from the City's Integrity Commissioner (Sub-Items 8 and 9) regarding Code of Conduct complaints respecting former City Councillor Mat Siscoe and Mayor Walter Sendzik and Municipal Conflict of Interest Act applications respecting former Councillor Mat Siscoe.

Resolutions

1. City of Niagara Falls – re. Cross Border Travel and ArriveCAN
2. Town of Fort Erie – re. Bidding Wars on Apartment Rentals
3. Town of Fort Erie – re. Federal Government's Plans to Tax Vacant Foreign Owned Properties
4. Niagara Region – re. Voluntary Russian Sanction Request
5. Town of Newmarket – re. Mandatory Firefighter Certifications
6. Town of Orangeville – re. Dissolving the Ontario Land Tribunal
7. The Town of The Blue Mountains - re. Voters List Information to Candidates

Correspondence

8. Integrity Commissioner Report on Code of Conduct Complaint - 2021-07 and 2022-01 – Former Councillor Mat Siscoe and Mayor Walter Sendzik
9. Integrity Commissioner Report on Municipal Conflict of Interest Act Applications - 2022-01 and 2022-02 – Former Councillor Mat Siscoe
10. Correspondence from Ministry of Northern Development, Mines, Natural Resources and Forestry - 2022 Rabies Control Operations
11. AMO Watchfile – May 27, 2022
12. AMO Watchfile – June 2, 2022

Reports Requested by Council

13. Outstanding Reports List – updated June 2, 2022

Prepared by

Evan McGinty
Council and Committee Coordinator

Submitted and Approved by

Bonnie Nistico-Dunk
City Clerk



May 16, 2022

Public Health Agency of Canada
130 Colonnade Road
A.L. 650 1H
Ottawa, ON K1A 0K9

To Whom It May Concern:

Re: Cross Border Travel and ArriveCAN

Please be advised that at the May 10, 2022 meeting of Niagara Falls City Council, the following motion was passed:

Ordered on the motion of Councillor Vince Kerrio, Seconded by Councillor Chris Dabrowski that Council endorse the letter received from the Niagara Falls Bridge Commission and the Buffalo and Fort Erie Bridge Authority to ask the Government of Canada to continue to market the ArriveCAN application as an “optional” tool when crossing the border and that it no longer be a mandatory requirement; And that a copy of the letter and Council’s motion be forwarded to the Public Health Agency of Canada, bordering municipalities across Ontario, Members of Parliament for Niagara and Local Area Municipalities in Niagara for support.

The background to the above motion is relating to the current mandatory ArriveCAN application at border crossings to enter Canada. A copy of the letter from the Niagara Falls Bridge Commission and the Buffalo and Fort Erie Bridge Authority is attached.

If you have any questions, please contact me directly.

Sincerely,

William G. Matson
City Clerk

cc.

Tony Baldinelli, MP, Niagara Falls tony.baldinelli@parl.gc.ca

Wayne Gates, MPP, wgates-co@ndp.on.ca

City of Windsor, mayoro@citywindsor.ca

City of Sarnia, mayor@sarnia.ca

Local Area Municipalities

Working Together to Serve Our Community



May 10, 2022

VIA EMAIL

Mayor Jim Diodati and Councillors
City of Niagara Falls
4310 Queen Street
Niagara Falls Ontario
L2E 6X5

Dear Mayor Diodati and Councillors

Re: Cross Border Travel and ArriveCan

The Covid-19 pandemic has decimated cross border traffic. Even after the Covid testing requirements to enter Canada were lifted on April 1, 2022, auto traffic for the month of April was down 52% at the bridges of the Niagara Falls Bridge Commission and 43% at the Peace Bridge, compared to pre-pandemic April 2019. This has had a devastating impact on our toll revenues, the tourism industry and other border dependent businesses.

The Government of Canada's **mandatory** ArriveCan app to enter Canada is a major contributing factor to depressing discretionary travel. This is due to a number of factors:

- For travelers by air, airlines require and assist passengers in completing ArriveCan and in airports people are much easier to move than cars. ArriveCan simply works better and is more applicable at an airport than at a land port of entry.
- ArriveCan is not known in the U.S. The result is people arriving at the border without ArriveCan and then completing it at the inspection booth or having technical difficulties (especially prevalent at borders with competing U.S. and Canadian cell towers and roaming) resulting in inordinately long processing times, sometime exceeding ten minutes. Meanwhile, compliant drivers behind such a vehicle have no place to go and are also delayed leading to lengthy border wait times. CBSA processing times have increased dramatically compared to pre-pandemic processing.
- The technology discriminates against a large population of senior travelers. A January 2022 PEW Research survey found *"that 96% of those ages 18 to 29 own a smartphone compared with 61% of those 65 and older, a 35 percentage point difference."* 50% of Niagara tourism revenue comes from Americans and with 39% of Americans over 65 not having a smartphone it will undoubtedly have a negative impact on their ability to enter Canada and therefore Niagara tourism revenue. 40,000 people in the Niagara Region rely on tourism to provide for their families.

- Even for people aware of ArriveCan, the requirement to use the app for every border crossing is a disincentive to discretionary travel. Unlike air travel, the nature of this bi-national community is being able to cross frequently to visit friends or family, for dinner, a show, a winery tour, a baseball game, shopping, beach, etc without going through the process and inconvenience of having to file with ArriveCan each and every time. People just won't bother to cross the border for discretionary travel as they have enjoyed for decades.
- CBSA/Government of Canada will at some point declare success and say that a high percentage of travelers are using ArriveCan. That will **not** account for the half of the population that has decided it is no longer worth the inconvenience and delays to cross the border. That will be devastating to the Niagara tourism industry and other border dependent businesses.
- While CBSA has not provided us with the American/Canadian split of entrants to Canada, we believe, based on our license plate observations, that it is overwhelmingly Canadians returning to Canada after spending time and money in the U.S., as the U.S. is much simpler and easier to enter with no digital app requirement.

ArriveCan was developed in April 2020, to provide mandatory travel information before and after entry to Canada including the filing of quarantine plans. As of April 25, 2022 it is no longer necessary to file a quarantine plan to visit Canada or for Canadians returning to Canada. Both Canada and the U.S. only allow vaccinated individuals to cross the border. The exception is Canadians who are able to return to Canada unvaccinated but at this stage that number would be very small. Accordingly, ArriveCan now provides very little public health benefit while depressing border traffic and the tourism economy. ArriveCan does have potential traffic facilitation benefits for CBSA as it relates to pre-arrival information and for this reason it should be marketed as such and made optional at the land border.

The Victoria Day and Memorial Day holidays are only couple of weeks away. This is also the traditional start of the summer tourist season. Continuing to mandate ArriveCan will insure another disappointing season for traffic and tourism, not much better than the pandemic summers of 2020 and 2021.

Yours truly,



Kenneth Bieger
CEO
Niagara Falls Bridge Commission



Ron Rienas
General Manager
Buffalo and Fort Erie Public Bridge Authority



Community Services

Legislative Services

May 31, 2022
File #120203

The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON K1A 0A6
Justin.trudeau@parl.gc.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

Honourable and Dear Sirs:

Re: Bidding Wars on Apartment Rentals

The Municipal Council of the Town of Fort Erie at its meeting of May 30, 2022 passed the following resolution:

Whereas Canada's housing market has not only made it difficult for many Canadians to afford to purchase a home but also to rent apartments, and

Whereas there is a disconnect between affordability of housing and apartment rentals versus wages that have not kept pace with them nor has it kept pace with inflation, cost of living expenses, the rising costs of goods & services including – food, gas and utility, and

Whereas Ontario has now become the least affordable jurisdiction suffering the worst erosion in the last 50 years, and

Whereas many Canadians continue to be locked out of the housing & rental market for many reasons including the affordability of a down payment, rising inflation rates, and the escalation of bidding wars, and

Whereas bidding wars do not stop at home purchases but have now transitioned to apartment rentals as a ripple effect of the real estate market, and

Whereas there is a profound psychological effect to those individuals who continue to be shut out of the housing and rental market as a direct result, and

Whereas both blind bids and open bids are bad for the housing and apartment market which can lead to a housing bubble, and while blind bids offer no transparency, both types create unrealistic values that helps the seller and the rental owner but hurts the purchaser and renter, and

...2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

The Right Honourable Justin Trudeau, Prime Minister
The Honourable Doug Ford, Premier of Ontario

Page two

Whereas there are multiple sites that encourage and teach how to win at bidding wars, and

Whereas there is no comprehensive data or statistics that currently tracks prices for rentals, and

Whereas the Government of Ontario will be introducing new legislation with respect to blind bidding only which does not prohibit the seller from entering into a bidding war but, rather, would give sellers the option to "opt for an open offer process", and

Whereas the changes to the *Trust in Real Estate Services Act* provides an advantage to the seller(s) and largely weakens opportunities of the buyer and renter further adding to the disparity between the two;

Now therefore, be it resolved,

That: Both the Federal & Provincial Governments enact legislation that prevents both open and closed bidding on both rental units and residential sales, and further

That: Both the Federal & Provincial Government prohibit sales beyond the list price, and further

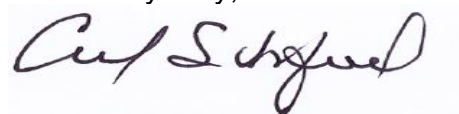
That: A copy of this resolution be circulated to The Right Honourable Justin Trudeau, The Honourable Doug Ford, Premier of Ontario, All Members of Parliament, All Members of Provincial Parliament, and all Municipalities for their support.

References:

<https://www.truenorthmortgage.ca/blog/how-the-blind-offer-is-hurting-the-canadian-housing-market>
<https://www.cbc.ca/news/bidding-wars-to-rent-a-house-in-ontario-tenants-and-agents-say-it-s-a-new-reality-1.6094412>
<https://nationalpost.com/news/canada/extremely-stressful-bidding-wars-no-longer-limited-to-purchase-of-houses-now-its-rentals-too>
<https://www.blogto.com/real-estate-toronto/2022/04/ontario-new-regulations-bidding-wars-homes/>
<https://www.cp24.com/news/ontario-to-allow-new-home-sales-tactic-that-would-change-the-bidding-process-1.5867054?cache=yes&clipId104062%2F7.493183>
<https://www.ontario.ca/laws/statute/s20001>
https://www.gensqueeze.ca/housing_affordability_analysis

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk

cschofield@forerie.ca

CS:dlk

c.c. All Members of Parliament
All Members of Provincial Parliament
All Ontario Municipalities



Community Services

Legislative Services

May 31, 2022

File #120203

Sent via email: Justin.trudeau@parl.gc.ca

The Right Honourable Justin Trudeau,
Prime Minister of Canada
House of Commons
Ottawa, ON K1A 0A6

Honourable and Dear Sir:

Re: Federal Government's Plans to Tax Vacant Foreign Owned Properties

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of May 30, 2022 passed the following resolution:

Whereas the Federal Government proposed a tax on vacant non-resident foreign owned properties in the 2021 budget, and

Whereas the intent of this tax is to reduce speculation in the real estate market which is believed to contribute to housing unaffordability in Canada, and

Whereas Fort Erie and other vacation destinations across Ontario have a high number of non-resident American-owned vacation properties that are vacant during the tourism off-season during the winter months, and

Whereas the Federal Government signaled their intent to exempt non-resident foreign owned vacation properties in Canada so long as they meet certain requirements including being located in a Census Agglomeration with a population of less than 30,000 people, and

Whereas Fort Erie and numerous other seasonal vacation destinations across Southern Ontario are in Census Metropolitan Areas and Census Agglomerations with populations well in excess of 30,000 people despite the communities themselves being small and medium-sized municipalities, and

Whereas Fort Erie and other communities across Ontario have a long history of being a vacation destination for American visitors, many of which have owned the same property for generations, and would be taxed yearly on their assessed value of their vacation property based on this proposal, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

Whereas vacant property taxes would be allocated to the general revenues of the federal government and not directly benefit the municipalities where these properties are located and serviced, and

Whereas vacation properties that are seasonally vacant do not contribute to the speculation that is believed to contribute to housing unaffordability in Canada,

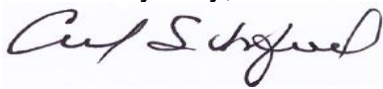
Now therefore be it resolved,

That: The Municipal Council of the Town of Fort Erie requests the Federal Government to review the proposed exemption framework for seasonal vacation properties to better reflect the reality of where these properties are located and how they are used, and further

That: This resolution be circulated to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Chrystia Freeland, Deputy Prime Minister of Canada and Minister of Finance, the Honourable Diane Lebouthillier, Minister of National Revenue (Canada), Tony Baldinelli, Member of Parliament for Niagara Falls, the Association of Municipalities of Ontario, and all municipalities located in Ontario.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk

cschofield@forterie.ca

CS:dlk

c.c. The Honourable Chrystia Freeland, Deputy Prime Minister of Canada and Minister of Finance
chrystia.freeland@parl.gc.ca
The Honourable Diane Lebouthillier, Minister of National Revenue (Canada) diane.lebouthillier@parl.gc.ca
Tony Baldinelli, MP, Niagara Falls tony.baldinelli@parl.gc.ca
Association of Municipalities of Ontario AMO@amo.on.ca
All Ontario Municipalities

Administration

Sub-Item 4

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-980-6000 Toll-free: 1-800-263-7215 Fax: 905-687-4977

www.niagararegion.ca

May 25, 2022

CL 10-2022, May 19, 2022

DISTRIBUTION LIST***SENT ELECTRONICALLY*****Re: Motion - Voluntary Russian Sanction Request**

Whereas Russia's unprovoked and brazen invasion of the sovereign nation of Ukraine has been unequivocally condemned by the majority of the free world, including by those living and working in Niagara;

Whereas the death and destruction caused by Russia's senseless invasion will have a lasting impact on the innocent and independent citizens of Ukraine;

Whereas Russia has placed sanctions on many Canadian premiers, mayors, journalists, military officials as well as senior staff in the federal government, "indefinitely" banning these individuals from entering Russia;

Whereas those Russian sanctions include Toronto Mayor John Tory and Ottawa Mayor Jim Watson;

Whereas the residents and businesses of Niagara stand in solidarity with the people of Ukraine and the proud Ukrainian-Canadian community who call our region home;

Whereas Niagara Region continues to be a willing host to those Ukrainian citizens fleeing their homeland during this challenging time, providing support through the Region's Community Services Department as well as number of other local agencies;

Whereas silence may be interpreted as complicity; and

Whereas any sanctions placed on Niagara's elected officials be considered wholly ineffective and be received as a demonstration of Niagara's steadfast commitment to support Ukraine during this time.

NOW THEREFORE BE IT RESOLVED:

1. That Niagara Regional Council unequivocally **DENOUNCES** Russia's unjustifiable invasion of the sovereign nation of Ukraine;

2. That Niagara Regional Council **SUPPORTS** all of the sanctions that the Federal Government of Canada has thus far imposed on Russia;
3. That any Regional Councillor who wishes to be voluntarily sanctioned **INDICATE** their support by advising the Regional Chair's Office by phone or email by no later than Friday, May 20 at 4:30 p.m.;
4. That the Regional Chair **BE DIRECTED** to send correspondence to the Consulate General of the Russian Federation with the names of the Regional Councillors who have indicated their support to be voluntarily sanctioned, resulting in their "indefinite" ban from entering Russia;
5. That the Regional Clerk **BE DIRECTED** to circulate this motion to Niagara's 12 local councils, local area MPs, MPPs, AMO, and FCM; and
6. That this motion **BE FORWARDED** to all other municipalities in Ontario, requesting they consider enacting similar measures in order to present a united front and support the citizens of Ukraine.

Yours truly,



Ann-Marie Norio

Regional Clerk

CLK-C 2022-079

Distribution List

Local Area Councils

Chris Bittle, Member of Parliament, St. Catharines

Vance Badawey, Member of Parliament, Niagara Centre

Tony Baldinelli, Member of Parliament, Niagara Falls

Dean Allison, Member of Parliament, Niagara West

Jennie Stevens, Member of Provincial Parliament, St. Catharines

Jeff Burch, Member of Provincial Parliament, Niagara Centre

Wayne Gates, Member of Provincial Parliament, Niagara Falls

Sam Oosterhoff, Member of Provincial Parliament, Niagara West

Association of Municipalities Ontario

Federation of Canadian Municipalities

All Ontario Municipalities

**Legislative Services**

Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

clerks@newmarket.ca
tel.: 905-895-5193
fax: 905-953-5100

May 24, 2022

Sent via email: amo@amo.on.ca

Attn: Association of Municipalities Ontario

RE: Mandatory Firefighter Certifications

I am writing to advise you that at the Council meeting held on May 9, 2022, Council adopted the following recommendations regarding the above referenced matter:

Whereas municipal governments provide essential services to the residents and businesses in their communities; and,

Whereas the introduction of new provincial policies and programs can have an impact on municipalities; and,

Whereas municipal governments are generally supportive of efforts to modernize and enhance the volunteer and full-time fire services that serve Ontario communities; and,

Whereas the Association of Municipalities of Ontario (AMO) believes in principle that fire certification is a step in the right direction, it has not endorsed the draft regulations regarding firefighter certification presented by the Province; and,

Whereas municipalities and AMO are concerned the thirty-day consultation period was insufficient to fully understand the effects such regulations will have on municipal governments and their fire services; and,

Whereas fire chiefs have advised that the Ontario firefighter certification process will create additional training and new costs pressures on fire services; and,

Whereas the Ontario government has not provided any indication they will offer some form of financial support to deliver this service; and,

Whereas AMO, on behalf of municipal governments, in a letter to Solicitor General Jones dated February 25, 2022, made numerous comments and requests to address the shortcomings in the draft regulations.



Legislative Services

Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

clerks@newmarket.ca
tel.: 905-895-5193
fax: 905-953-5100

Therefore be it resolved,

1. That the Town of Newmarket does hereby support AMO's recommendations; and,
2. That the Town of Newmarket does hereby call on the Solicitor General of Ontario to work with AMO, municipal governments and fire chiefs across Ontario to address the funding concerns raised so that municipalities can continue to offer high quality services to their communities; and,
3. That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO), the Ontario Small Urban Municipalities (OSUM), and all Ontario municipalities for their consideration

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jaclyn Grossi".

Jaclyn Grossi
Acting Deputy Clerk

Copy:
Ontario Small Urban Municipalities
All Ontario municipalities



Office of the President

Sent via e-mail: sylvia.jones@ontario.ca

February 25, 2022

The Honourable Sylvia Jones
Solicitor General of Ontario
George Drew Building, 18th Floor
25 Grosvenor Street
Toronto, Ontario M7A 1Y6

RE: Firefighter Certification

Dear Solicitor General Jones,

I write to you concerning the draft regulations regarding firefighter certification in response to the posting made on January 28, 2022.

To start, the brevity of the consultation process means that the AMO Board of Directors (and we suspect, the vast majority of municipal councils), have not had a chance to consider or review the proposed regulations in question. The Fire Marshal of Ontario office's distribution of a written presentation to municipal officials, with only three business days to the close of the consultation period, did not facilitate thoughtful municipal review. We would also observe the two technical briefings for municipal officials seemed to be hastily convened. The consultation notice asked for invitations not to be shared. We are concerned that a lack of sharing, and not knowing who was invited, likely contributed to the low municipal participation rates of these sessions.

It is our view that this consultation process is not an example of the type of broad-based municipal engagement necessary for regulations of this scale and scope. As municipal governments are the employers and funders of fire services, we had expected a more comprehensive and transparent consultation with our members.

We believe a more thorough engagement with the municipal sector is necessary for the Ministry to fully appreciate the effects such regulations will have on municipal governments and their fire services. We, therefore, would ask for a two-month extension to afford an appropriate amount of time for the Ministry officials to brief municipal leaders and for councils to be able to thoughtfully reply back on the draft regulations to your Ministry. We understand that the smallest municipalities will be affected the most by these proposed regulations. Ministry outreach must be targeted especially to these communities.

Despite these consultation shortcomings, and without the benefit of broad-based member input, we can offer some preliminary commentary for your consideration. In principle, certification is a step in the right direction. Municipal governments are supportive of efforts to modernize and enhance the professionalism of the fire services that serve Ontario communities. That said, we would ask that the above statement should not be construed or represented as an AMO endorsement of the draft regulations.

AMO understands that the Ontario Seal would provide flexibility based on basic National Fire Protection Association (NFPA) professional qualification standards without requiring NFPA certification. To that end, the Ontario Seal proposed in the current draft is an improved certification approach compared to earlier regulations revoked in 2019.

Legacy provisions are very important to ensure that municipalities are not burdened with unnecessary costs for retraining firefighters who have been adequately trained to the level of service set by Council. We are pleased to see they are included. But such provisions must also include measures which attract and retain volunteer firefighters to serve within their communities. Additional training measures and certification must not serve as an added impediment for those who wish to volunteer as firefighters. Full-time fire fighters simply are not an option for most small, rural, and northern municipalities. The Ministry must propose measures which assist and support volunteer recruitment and composite fire services.

To date, AMO members and fire chiefs have advised that the Ontario certification process will create additional training and new cost pressures on fire services. To that end, it is our request that the Ministry provide some form of financial support during the 4 – 6-year implementation period. The level of support necessary should be based on evidence from fire chiefs and should include the submission of detailed training needs and expected impacts. We urge that fire chiefs be provided with a sufficient period of time to submit detailed fiscal and training impacts to the Ministry and their municipal councils. These training proposals can be used by the Ministry to design a means of providing financial support for small, rural, northern, volunteer, and composite fire services (or any service disproportionately burdened by certification) over the 4 – 6-year implementation period.

We should also point out that there is a distinction between providing local fire services with the support necessary to complete training and the Ministry's support of the Fire Marshal's office to carry out and complete certifications across Ontario. Both need adequate resources to successfully complete certification.

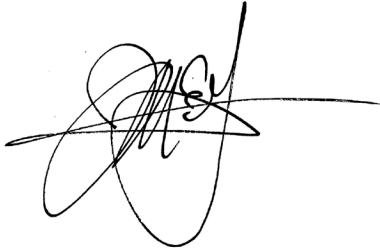
Similarly, the regulatory in-force date (currently July 1, 2022), must be moved well into 2023 or 2024 to fully prevent any in-year municipal budget hits and allow for good municipal financial planning. Of course, the level of multi-year provincial financial support offered to support certification will have a bearing on the in-force date and the adequacy of the lead up period.

As well, the certification process needs to be better aligned with the existing Community Risk Assessments that fire services have been asked to complete by 2025. It seems that the cart is being put in front of the horse. We would ask that these two initiatives be better aligned.

We would also note that the provision of fire services to the unincorporated areas of the province be addressed in an equitable manner to what is expected by municipal governments. Provincial reliance on municipalities to deliver this service, without paying for it, is not right or fair for municipal property taxpayers. This must also be addressed.

I trust these comments will assist the Ministry with its next steps.

Sincerely,



Jamie McGarvey
AMO President and Mayor of Parry Sound

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
Debbie Conrad, Assistant Deputy Minister, Strategic Policy, Research and
Innovation Division, Ministry of the Solicitor General
Jon Pegg, Fire Marshal of Ontario, Ministry of the Solicitor General
Rob Grimwood, President of the Ontario Association of Fire Chiefs (O AFC), and
Deputy Chief, Mississauga Fire and Emergency Services

Sub-Item 6

Moved: Councillor Peters

Seconded: Councillor Post

That the Town of Orangeville requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

And that a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

And that a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.



The Town of The Blue Mountains
Council Meeting

AGENDA ITEM #6.9

Sub-Item 7

Title: Mayor Soever Notice of Motion May 10, 2022

Date: Tuesday, May 24, 2022

Moved by: Mayor Soever

Seconded by: Councillor Hope

WHEREAS it is in the best interest of good government and the democratic process that all Ontarians have access to candidate information during the upcoming municipal elections; and,
WHEREAS the clerks of some municipalities do not supply the mailing addresses of voters on the voters list to candidates, thereby limiting the access of voters who have mailing addresses outside the municipality to candidate information, effectively disenfranchising them;
BE IT RESOLVED THAT the Council of the Town of The Blue Mountains expresses its support for the inclusion of the mailing addresses of voters on voter's lists provided to candidates;
AND THAT a copy of this resolution be sent to all municipalities in Ontario to ask for their support;
AND THAT a copy of this resolution be sent to the Premier of Ontario and the Minister of Municipal Affairs and Housing;
AND THAT a copy of this resolution be sent to the Canadian Civil Liberties Association

YES: 6

NO: 0

CONFLICT: 0

ABSENT: 1

The motion is Carried

YES: 6

Mayor Soever

Deputy Mayor Bordignon Councillor Hope

Councillor Matrosovs

Councillor Sampson

Councillor Bill Abbotts

NO: 0

CONFLICT: 0

ABSENT: 1

Councillor Uram



John Mascarin
Direct: 416.865.7721
E-mail: jmascarin@airdberlis.com

INTEGRITY COMMISSIONER REPORT ON CODE OF CONDUCT COMPLAINT 2021-07

THE CORPORATION OF THE CITY OF ST. CATHARINES

John Mascarin

Aird & Berlis LLP

May 31, 2022



**INTEGRITY COMMISSIONER REPORT ON
CODE OF CONDUCT COMPLAINTS 2021-07 & 2022-01
FORMER COUNCILLOR MAT SISCOE & MAYOR WALTER SENDZIK**

SUMMARY

Two formal complaints pursuant to the *Code of Conduct for Members of Council and Local Boards* (the “**Code**”) of The Corporation of the City of Catharines (the “**City**”) were received by our office in December 2021 and January 2022 (the “**Complaints**”), as well as two applications pursuant to subsection 223.4.1(2) of the *Municipal Act, 2001* for an inquiry into compliance with the *Municipal Conflict of Interest Act*¹ (the “**MCIA Applications**”).

The Complaints allege that former Councillor Mat Siscoe (the “**Councillor**”), a former member of the City’s Council (the “**Council**”), and Mayor Walter Sendzik (the “**Mayor**”) contravened the Code on account of their actions and conduct in relation to a decision by Council to recommend the filling of a vacancy on the Council of The Regional Municipality of Niagara (“**Regional Council**”).

The Complaints deal with the same matter as the MCIA Applications, and were considered and investigated jointly and concurrently. Our findings on the MCIA Applications are set out in our companion report to this Report.

APPOINTMENT & AUTHORITY

Aird & Berlis LLP was appointed as Integrity Commissioner for the City pursuant to subsection 223.3(1) of the *Municipal Act, 2001*² on January 28, 2019 by By-law No. 2019-13. As the City’s Integrity Commissioner, we have jurisdiction to review complaints made against members of Council.³

The Complaints were validly filed. As such, we reviewed them in accordance with our authority as Integrity Commissioner pursuant to the *Municipal Act, 2001* and the Formal Complaint Protocol, being Appendix “B” to the Code. The Complaints complied with the formal requirements of the *Municipal Act, 2001* and the Formal Complaint Protocol, dealt with matters within our jurisdiction to investigate, and did not appear to be frivolous or vexatious.

On February 1, 2022, we exercised our discretion under the *Municipal Act, 2001* and the Formal Complaint Protocol to terminate our inquiry and summarily dismiss portions of the Complaints which did not disclose sufficient grounds for an investigation and/or which did not warrant a full investigation. Notice, with reasons, was provided to the Complainants.

¹ *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 [“**MCIA**”].

² *Municipal Act, 2001*, S.O. 2001, c. 25.

³ *Municipal Act, 2001*, ss. 223.3(1) 1 and 223.4(1)(a).

CODE PROVISIONS AT ISSUE

The Complaints allege a contravention of the following sections of the Code:

4.0 General Obligations

4.1 In all respects, a Member shall:

...

(c) seek to advance the public interest with honesty;

(d) seek to serve their constituents in a conscientious and diligent manner;

...

10.0 Improper Use of Influence

...

10.2 A Member shall not use the status of their position to influence the decision of another person to the private advantage or non-pecuniary interest of themselves, their parents, children or grandchildren, spouse, or friends or associates, or for the purpose of creating a disadvantage to another person or for providing an advantage to themselves.

11.0 Conflicts of Interest

11.1 A Member shall avoid conflicts of interest, both pecuniary and non-pecuniary. A Member shall take proactive steps to mitigate conflicts of interest in order to maintain public confidence in the City and its elected officials. Members are encouraged to seek guidance from the Integrity Commissioner when they become aware that they may have a conflict between their responsibilities to the public as a Member and any other interest, pecuniary or non-pecuniary.

REVIEW OF MATERIALS & INQUIRY

In order to undertake our inquiry into the Complaints and make a determination on the allegations therein, we have undertaken the following steps:

- Review of the initial Complaints, and all materials referred to therein;
- Review of the video of the open session of Council's Meeting on December 13, 2021;
- Review of relevant Council and Regional Council documents and materials;
- Providing the Complainants a Notice of Partial Termination and Commencement of Inquiry, dated February 1, 2022, terminating portions of the Complaints which, in our discretion, did not set out reasonable and probable grounds for a contravention;
- Email correspondence and a telephone conversation with the Councillor regarding the Complaint, and timeline for response;



- Review of the Councillor's response, dated March 4, 2022;
- Review of the Mayor's response, dated March 2, 2022; and
- Review of reply submissions from a Complainant, dated March 21, 2022.

We have also reviewed, considered and had recourse to such applicable case law and secondary source material, including other integrity commissioner reports, that we believed to be pertinent to the issues at hand.

A draft of this Report was provided to the Councillor, the Mayor, and the Complainants on May 3, 2022 to allow them to review and comment on the factual accuracy of the Report. We received comments on our report from a Complainant, which have been considered and addressed herein as we deemed necessary before finalization of our Report.

BACKGROUND

(a) Introduction

The Councillor is a former member of Council, having resigned from Council effective January 6, 2022. Prior to his resignation from Council, the Councillor was one of two representatives for Ward 4, St. Patrick's Ward, in the central-west portion of the City. The Councillor was first elected to Council in 2010, and was re-elected for the 2014-2018 and 2018-2022 terms of Council.

As will be set out in this Report, the Councillor is currently an appointed member of Regional Council representing St. Catharines, having been appointed by Regional Council on January 6, 2022. In addition to his role as a member of Regional Council, the Councillor is also a full-time secondary school teacher.

The Mayor is the duly-elected Mayor for the City and its head of council. He was first elected Mayor in 2014, and subsequently re-elected as Mayor for the 2018-2022 term of Council.

(b) Multi-Tier Local Governance in Niagara

Local government in Niagara is characterized by two autonomous but closely related levels of government. The City is a "local" or "lower-tier" municipality. Its Council is comprised of twelve (12) members, elected on a ward structure, and one (1) elected head of council (i.e., a mayor).

The Region is the corresponding "upper-tier" municipality, whose geographic area extends beyond that of the City. Regional Council is comprised of thirty-two (32) seats. Of those seats, twelve (12) seats are held *ex officio* by the heads of council of all lower-tier municipalities that comprise the Region, one (1) Regional Chair (i.e., the head of council), and nineteen (19) members of Regional Council.

Members of Regional Council are directly elected at-large by voters to represent the areas of the lower-tier municipalities that comprise the Region. For example, St. Catharines has been allocated six (6) seats on Regional Council. Those representatives are chosen by the electors of the City in an election process which is administered by the City. However, members of Regional Council do not hold a seat on the council of the lower-tier municipality which they represent.

(c) Background to Meeting on December 13, 2021

Former Regional Councillor Sandie Bellows was elected to Regional Council as a representative of St. Catharines in the municipal elections held in 2018. Regional Councillor Bellows passed away on October 11, 2022. Her passing automatically created a vacancy on Regional Council for the office of a member of Regional Council for St. Catharines.⁴

Pursuant to the *Municipal Act, 2001*, where a member's seat becomes vacant, the municipality is required to take certain steps to fill that vacancy. The council must first declare the member's seat to be vacant, and subsequently decide how the vacancy will be filled.⁵ The *Municipal Act, 2001* provides two options: the municipality may either directly appoint a person to council, or require a by-election to be held in accordance with the *Municipal Elections Act, 1996*.⁶ The municipality is required to act within 60 days of the declaration of vacancy to either fill the vacancy, or pass a by-law requiring the by-election be held.⁷

(i) Regional Council's Actions in Respect of the Vacancy

At its November 18, 2021 meeting, Regional Council passed the following resolution:

10.2.1 CL-C 82-2021

Declaration of Vacant Regional Council Seat

Moved by Councillor Sendzik

Seconded by Councillor Darte

That Correspondence Item CL-C 82-2021, being a memorandum from A.-M. Norio, Regional Clerk, dated November 18, 2021, respecting Declaration of Vacant Regional Council Seat, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That, pursuant to Section 262(1) of the *Municipal Act, 2001*, the seat held by Sandie Bellows, Regional Councillor for the City of St. Catharines, **BE DECLARED** vacant; and
2. That Regional Council **REQUESTS** the City of St. Catharines advise of its preferred method of filling the vacancy on Regional Council by December 15, 2021.

Carried

Regional Council's resolution was passed in accordance with its Policy C2-001, which provides that in the event of a vacancy, the Region shall request that the lower-tier municipality advise of its recommended method of filling the vacancy, and that Regional Council will approve the recommendation, subject to compliance with the *Municipal Act, 2001* and the *Municipal Elections Act, 1996*. Policy C2-001 is a discretionary policy which is not required to be adopted pursuant to any statute.

⁴ *Municipal Act, 2001*, s. 259(1)(h): the office of a member of council becomes vacant if the member dies.

⁵ *Municipal Act, 2001*, s. 262.

⁶ *Municipal Act, 2001*, s. 263(1).

⁷ *Municipal Act, 2001*, s. 263(5) 1.

While Regional Council requested that the City advise of the preferred method for filling the vacancy, in no way did it abdicate or delegate its statutory decision-making authority to the City. The final decision rested solely and exclusively with the Region.

(ii) City's Vacancy Policy

The City has its own discretionary policy (as opposed to a mandatory policy⁸) in respect of filling vacancies, being Policy LCS 2015-9 – “Filling a Vacancy on Council” (the “**Policy**”).

By way of background, the Policy arose from issues related to Council's filling of a vacancy in early 2014. In January 2014, Council established an *ad hoc* committee to develop a process for filling future vacancies. The committee studied the matter and made recommendations that would ultimately inform the Policy.

A report from the City Clerk on the then-draft Policy entitled “Process for Filling a Vacancy on Council,” dated April 24, 2014, provided as follows:

The committee recognizes that this process does not bind future Councils' decisions, however, they felt that having a process in place responds to Council's request for one and it represents the discussions that this Council had with respect to filling vacancies on Council.

The Policy was approved by Council on May 12, 2014, and City staff were directed to implement this policy “as a Corporate Policy.” During Council's deliberation, former Mayor McMullin stated that the Policy was “not intended to bind future Councils...it was only a guideline.” The Policy was later amended in January 2015 to also apply to vacancies on Regional Council.

As applicable to the current circumstances, the Policy provides that if the vacancy occurs within the first three (3) years of the term of Council, the next placed finisher in the election “**may**” be appointed if they received 70% of the votes achieved by the sixth-place finisher on Regional Council. If the vacancy occurs within the last year of the term of Council, the next placed finisher “**shall**” be appointed if they received 70% of the votes achieved by the sixth-place finisher on Regional Council.

(iii) City Staff Report in Respect of the Vacancy

City staff prepared a report titled “Filling a Vacancy on Regional Council – Sandie Bellows,” dated November 5, 2021 (the “**Vacancy Report**”), summarizing the options available to Council for filling the vacancy on Regional Council. City staff explained the situation, reviewed the relevant legislation, and set out the options for filling the vacancy in accordance with the Policy.

The Vacancy Report made two recommendations: (i) that Council recommend to Regional Council that the vacancy be filled by appointment, and (ii) that Council recommend that Regional Council appoint the individual who was the next-placed finisher for the office of Regional Councillor in the 2018 Municipal Election (the “**Candidate**”).

⁸ *Municipal Act, 2001*, s. 270(1).

The Vacancy Report recommended against initiating an at-large appointment process, stating as follows:

Although Council may, staff do not recommend Council appoint an eligible elector from the community. This process involves several steps and could potentially be a failed search, all the while the seat remains vacant and St. Catharines continues to have reduced representation at the Region, while the Region risks being in contravention of their legislated obligation to fill the seat within 60 days.

City Staff's recommendation was based on practical considerations and timing concerns.

(d) The Meeting

Council considered the Vacancy Report at its meeting held on December 13, 2021.⁹

Council's consideration of this item began with a delegation from one member of the public, who suggested that Council ought to hold a by-election to fill the vacancy. Following the delegation, several members of Council asked questions of the delegate, which suggested there was some dispute on the interpretation of the Policy due to an ambiguity.

Council considered several other matters at the meeting before returning to this matter.

Council's consideration of the Vacancy Report began with a motion to refer the matter to Regional Council requesting information on whether the vacancy could remain unfilled. There was a desire among some members of Council to leave Former Regional Councillor Bellows' seat vacant to recognize her legacy. That motion to refer was lost:

Motion to refer to Niagara Region for information on whether the vacancy on Regional Council needs to be filled. If the vacancy does not need to be filled, that the item come back to City Council.

Yeas: Councillors Harris, Phillips, Siscoe, and Townsend

Nays: Councillors Dodge, Garcia, Kushner, Littleton, Miller, Porter, Sorrento, Williamson, and Mayor Sendzik

Motion to Refer Lost

Council then deliberated on the recommendation from City staff in the Vacancy Report. One particular topic of discussion was an ambiguity in the Policy as to whether or not the Policy required the appointment of the Candidate, based on the timing of when the vacancy occurred.

In addition, Council also discussed the merits of recommending the appointment of the Candidate, who had run in the municipal elections in 2018 but had not expressed their views and positions on more recent issues such as public health measures, regional transit, and affordable housing.

⁹ Video Recording of City Council Meeting, December 13, 2021:

<https://www.youtube.com/watch?v=hl4raAZL-uE>

During deliberations, the Councillor suggested that if members of Council wished to make comments about an identifiable individual, that it would be more appropriate to consider the matter in closed session. Another member of Council moved a motion to convene in closed session to discuss the matter, specifically as it related to an identifiable individual.

Council met in closed session for approximately one hour, where it considered the matter of the vacancy as it related to information about an identifiable individual, as well as an unrelated litigation matter.

During the closed session, Council discussed matters relating to an identifiable individual. In addition, the Councillor indicated that he would be interested in being appointed to serve on Regional Council.

Following closed session, Council dealt with one other matter before returning to the matter of the vacancy. Following further discussion, a friendly amendment was moved requesting that City staff work with equity-seeking groups to update the Policy.

The City staff's recommendations were put to separate votes on each separate clause. Council first voted unanimously to recommend that Regional Council fill the vacancy by appointment.

Council then considered the second portion of the recommendation, being the recommended appointment of the Candidate. The motion was lost by a vote of six (6) to seven (7).

A member of Council then moved that Council recommend the appointment of the Councillor to Regional Council. The member spoke to the Councillor's experience with matters relating to the Region's jurisdiction (such as regional transit), stating their belief that the Councillor's appointment would be in the best interests of the City.

As part of the motion, the member also requested that the City reach out to the next-placed contender in the municipal elections in 2018 for the Councillor's ward (the "**Prospective Appointee**"), to determine their interest in being appointed to Council in the event the Councillor resigned to accept a seat on Regional Council.

Members of Council subsequently discussed the proposed motion. Council then passed the following resolution to recommend the appointment of the Councillor to Regional Council:

That Council appoint Councillor Mathew Siscoe to fill the vacant seat of Regional Councillor for the City of St. Catharines; and

That upon the Region of Niagara accepting the City's recommendation that City staff reach out to the third-place candidate for the St. Patrick's Ward from the 2018 Municipal Election (Robin McPherson) to determine their interest in serving as the City Council representative for the St. Patrick's Ward for the remainder of this term of City Council.

Yeas: Councillors Porter, Miller, Harris, Kushner, Littleton, Phillips, Siscoe, Sorrento, Townsend, and Mayor Sendzik

Nays: Councillors Dodge, Garcia, and Williamson

Carried

Council's resolution respecting the appointment was communicated to the Region.

(e) Events Subsequent to the Meeting

On December 24, 2021, the Councillor submitted a letter of conditional resignation to the City Clerk, indicating that if appointed by Regional Council, he would resign his seat on Council.

On January 6, 2022, Regional Council voted to accept the City's recommendation, and voted to appoint the Councillor to fill the vacant seat. The Councillor immediately swore the Oath of Office, and assumed his seat on Regional Council.

At its meeting on January 17, 2022, Council declared the Councillor's seat vacant pursuant to subsection 262(1) of the *Municipal Act, 2001*, and appointed the Prospective Appointee to Council.

THE POSITION OF THE PARTIES

A. The Councillor

(i) Position of the Complainants

The Complainants allege that the Councillor's conduct related to Council's decision on the vacancy contravened Sections 4.1(c) and (d), Section 10.2, and Section 11.1 of the Code.

The Complainants take a different view of the circumstances surrounding Council's vote. In particular, the Complaints allege that the Councillor participated in a "clearly orchestrated" "conspiracy" to subvert the application of the Policy and to have the Councillor appointed to Regional Council.

The Complainants allege that with respect to Sections 4.1(c) and (d), the Councillor failed to advance the "public interest" with honesty and failed to serve his constituents conscientiously and diligently by voting against the appointment of the Candidate. The Complainants take the position that the appointment of the Candidate – and by fiat, the Policy – was the clearly defined "public interest" in the matter. The Councillor instead voted in favour of his own appointment, thus contravening the Code.

The Complainants submit that the Councillor's actions also contravene Section 10.2 of the Code by using his position on Council to obtain a benefit for himself, namely, his appointment to Regional Council.

Lastly, the Complainants take the position that the Councillor contravened Section 11.1 of the Code, alleging the Councillor acted in a conflict of interest by voting against the recommendation to suggest the Candidate for appointment to Regional Council, and voting in favour of nominating himself for appointment to Regional Council.

In support of their assertions, the Complainants make reference to the provisions of the MCIA, arguing that the Councillor had a pecuniary conflict of interest in the matter on account of the potential increase in remuneration that the Councillor would receive if he was appointed to Regional Council.

(ii) Position of the Councillor

The Councillor denies that he contravened any provision of the Code.

The Councillor acknowledges that in the weeks leading up to Council's consideration of the Vacancy Report, he spoke with other members of Council about the potential options to fill the vacancy. He indicated that he initially preferred to leave former Regional Councillor Bellows' seat vacant for the remaining term of Regional Council as a way to recognize her legacy. The Councillor also acknowledges having a conversation with the Mayor (who corroborates this fact) about this option. However, the Councillor learned this was not a statutorily permitted option, given that Regional Council was required to fill the vacancy. During their discussion, the Councillor and the Mayor suggested appointing an "experienced candidate," or former Regional Councillor, in order to overcome a potential learning curve.

The Councillor further acknowledges that in the week before the meeting of Council on December 13, 2021, the Mayor asked him if he would consider accepting an appointment to Regional Council. The Councillor indicated he would have to consider the matter, but that his preference remained to leave the seat vacant.

The Councillor submits that his vote against City staff's recommendation in the Vacancy Report was not related to his later vote on his own appointment to Regional Council. The Councillor points to the fact that he earlier voted to request that the matter be referred back to the Region on the potential to leave the seat vacant, against the recommendation of City staff.

The Councillor denies that he (nor any other member of Council that he is aware) engaged in a "planned conspiracy" or participated in an "orchestrated maneuver." The Councillor submits that these suspicions are explained by the timeline of events before and during the Council meeting, which included a closed session discussion on the matter.

The Councillor also submits that he was aware of the eligibility rules in the *Municipal Act, 2001* and the *Municipal Elections Act, 1996* as it related to holding more than one office. To that point, the Councillor indicates the Council resolution passed on December 13, 2021 was only a recommendation to the Region, and that, in any event, he submitted notice of his conditional resignation before he was ultimately appointed to Regional Council.

As to the alleged pecuniary conflict of interest, the Councillor relies on the exception in clause 4(g) of the MCIA, taking the position that it entitles a member to vote for themselves to fill a vacancy. The Councillor also submits that the various aspects of a conflict in the matter are inextricable from the MCIA, and that the Code should not be used to punish a conflict of interest where an exemption applies under the MCIA.

Lastly, while the Councillor acknowledges that there is a pay difference between the two positions, the Councillor's own personal circumstances will require him to incur personal expenses in order to fully participate in proceedings of Regional Council. He advised that meetings of Regional Council are ordinarily scheduled to take place during the work day (as opposed to the evening). As such, the Councillor will be required to take unpaid leave from his full-time employment as a secondary school teacher in order to attend many meetings at the Region, which would result in a financial loss to him.

B. The Mayor

(i) Position of the Complainants

The Complainants allege that the Mayor's conduct pertaining to Council's decision on the vacancy contravened Section 4.1(c) and Section 10.2 of the Code.

The Complainants make the same allegation against the Mayor as they make against the Councillor, being that the Mayor participated in a "clearly orchestrated" "conspiracy" to subvert the application of the Policy and to have the Councillor appointed to Regional Council.

In addition, the Complainants also allege that the Prospective Appointee is a "well-known associate and friend" of the Mayor, having worked on his past election campaign team, and also having a personal friendship with her. In that regard, the Complainants allege that the Mayor participated in a "conspiracy" to fill the vacancy that would be left by the Councillor with the Prospective Appointee, an alleged political ally.

The Complainants allege that with respect to Section 4.1(c) of the Code, the Mayor failed to advance the "public interest" with honesty by voting against the appointment of the Candidate, which the Complainants maintain is the clearly defined "public interest" in the matter.

The Complainants also contend that the Mayor contravened Section 10.2 of the Code by using his position as Mayor to benefit his "well-known associate and friend," providing her a position on Council in the immediate term, and also providing her the benefit of incumbency in the upcoming municipal elections, should the Prospective Appointee chose to run for office. In this regard, the Complainants allege that the Mayor "lobbied" other members of Council to vote against City staff's recommendation in the Vacancy Report, and used his vote on Council to the benefit of the Prospective Appointee.

(ii) Position of the Mayor

The Mayor denies that he contravened any provision of the Code.

The Mayor submits that his conduct does not constitute a contravention of Section 4.1(c) of the Code. Rather, the Mayor submits that his actions were based on what he viewed to be in the best interests of the citizens in the circumstances, and that his leadership role as head of Council required him to consider all the ways to help advance the public interest.

The Mayor takes the position, expressed by many other members of Council who spoke to the matter at the meeting on December 13, 2021, that the City was going through extraordinary times, with unprecedented new issues since the previous municipal election in 2018. The complexity of the issues now being faced by the community required a strong and experienced appointee to Regional Council. The Mayor's opinion was that the Councillor would be best suited for the position, given his experience on Regional matters, his work in addressing social and public health issues, and his role as the Chair of the City's Budget Committee.

The Mayor submits that based on what he believes to be in the best interests of the community, he inquired of the Councillor whether he would be interested in being appointed to Regional Council.

In addition, the Mayor submits that his actions did not contravene Section 10.2 of the Code. Although he concedes that the Prospective Appointee is a personal friend, he did not use his position to influence their selection by Council for appointment to fill the Councillor's vacancy. The Mayor denies that this had anything to do with a personal relationship, or an alleged "conspiracy" to subvert the City staff recommendation and to place a "political ally" on Council. The Mayor also denies "lobbying" members of Council to the benefit of the Prospective Appointee. The Mayor submits that the identification of the Prospective Appointee was based on the application of the Policy, given that they were the third-place finisher in the St. Patrick's Ward in the 2018 municipal election by a close margin.

Furthermore, the Mayor submits that interpreting Section 10.2 in the manner suggested by the Complainants would result in absurd outcomes. He indicates that having been born and raised in the City, having previously worked as the CEO of the Greater Niagara Chamber of Commerce, and having been Mayor for nearly 8 years, it would be difficult to find himself in a circumstance where he does not know someone in a personal or professional capacity. Interpreting the Code to prevent him from ever making decisions which implicate such individuals would be illogical.

The Mayor also submits that, like any other member of Council, he is only entitled to a single vote, and that he has no other "great powers" to override or influence Council decisions. In addition, in accordance with Council's procedure by-law, the Mayor does not have the authority to "break" a tied vote, which is considered defeated. In each of the votes at issue, the Mayor participated and voted in the majority of votes.

FINDINGS

We have fully considered the submissions of the parties and the complete evidentiary record from our investigation. For the reasons set out below, based on a preponderance of the evidence and on a balance of probabilities, we find that the Councillor has not contravened Sections 4.1(c) and (d), Section 10.1, and Section 11.1 of the Code. We also find that the Mayor has not contravened Section 4.1(c) or Section 10.2 of the Code.

A. The Councillor

It is our determination that the Councillor's conduct does not contravene the Code.

(a) The Councillor's Conduct was not Improper

We find that the Councillor's conduct pertaining to Council's decision to fill the vacancy on Regional Council did not contravene his general obligations under Section 4.1 of the Code.

(i) Section 4.0 of the Code

Section 4.0 of the Code sets out the general obligations of members of Council. These obligations are set out in general terms, as positive obligations rather than prohibitions. We observe that while other sections of the Code which are meant only as interpretive guides (e.g., Section 2.0), Section 4.0 is separately enforceable. However, these provisions must be interpreted and applied reasonably and within the context of the entire Code. The general obligations under Section 4.0 cannot be elasticized to such a degree or selectively deployed to make any action or conduct appear to contravene the Code.

Section 4.1(c) requires a member of Council to advance the public interest with honesty. These words must be read in their entire context and cannot be selectively parsed. For example, this provision cannot be reasonably interpreted as requiring the pursuit of one singular “public interest,” while ignoring the obligation of honesty. Honesty entails conduct and speech which is sincere, and free of deceit or deception. It does not strictly regulate factually incorrect statements.

Section 4.1(d) requires that a member of Council serve their constituents in a conscientious and diligent manner. Again, these words must be read in their entirety, and cannot be parsed into individual components. Conscientiousness and diligence entail conduct which shows a high degree of care for and thoroughness in carrying out one’s duties. By contrast, conduct which is careless, indiscrete, or thoughtless may contravene this general obligation.

(ii) Conduct Complained of in Light of Councillor’s Duties

The crux of the Complainants’ allegations against the Councillor are that his conduct in the lead-up to Council’s decision and the vote against the recommendation in the Vacancy Report was not in the “public interest” and did not constitute conduct that is conscientious and diligent. In our view, neither allegation of contravention can be made out in the circumstances.

Applying this reasoning to the extreme, this position suggests that members of Council should never discuss City business with one another outside of a duly-constituted meeting. This is not how municipal business is conducted.

In its Annual Report 2014-2015, the Ontario Ombudsman reported as follows:

Our office has always maintained it is healthy in a democracy for government officials to share information informally. To expect council members never to talk to one another outside of a meeting is unrealistic and would have an unnecessary chilling effect on free discourse.¹⁰

In our opinion, there is nothing inappropriate about members of Council discussing Council business with colleagues. This view is supported by the Ontario Ombudsman in another report as follows:

To be clear, the *Municipal Act, 2001* does not create an absolute prohibition against members of council discussing city business outside chambers. It is a healthy thing in a democracy for government officials to share information informally before making policy decisions. I agree that to expect council members never to talk to one another outside of a public meeting is unrealistic and would have the effect of unnecessarily chilling speech.¹¹

In order to research, consider, and formulate their position on matters that come before Council, it is reasonable to expect that members of Council will discuss matters with one another informally.

¹⁰ Ontario Ombudsman, *Open Meeting Law Enforcement Team Annual Report 2014-2015*, p. 9. See also *St. Cloud Newspapers, Inc. v. Dist. 742 Community Schools* (1983), 332 N.W.2d 1 (Supreme Court of Minnesota) (per J. Simonett).

¹¹ Ontario Ombudsman, *City of London – “In the Back Room”* (October 22, 2013), at p. 25.

There is nothing inherently wrong when members of Council discuss their position and anticipated vote on Council business.¹²

What is more, there is nothing specifically unethical or unreasonable about individual members forming allegiances based on a common set of values, or making pragmatic agreements. It is even accepted that a block of members may confer with one another to vote together to achieve a desired result provided that a quorum of members do not convene together to do this. This is the lifeblood of politics.

(iii) Councillor's Actions did not Contravene General Obligations

In our review, the Councillor's conduct did not contravene Section 4.1(c). In our view, he did not fail to serve the public interest with honesty.

First, there was no evidence to suggest that there was a "planned conspiracy" or "clearly orchestrated maneuver" to somehow override or subvert what the Complainants assert was a "certain outcome" (i.e., staff's recommendation in the Vacancy Report to appoint the Candidate).

Second, while discussions did take place prior to Council's decision, we disagree with the Complainants' characterization of such discussions as a "conspiracy." It remained open for Council to determine how it would recommend the vacancy on Regional Council should be filled. To this end, it was open to members of Council to consider and discuss the matter with fellow colleagues, as with any matter of Council business. This is an acceptable and normal part of the municipal political process.

The Councillor acknowledges having a discussion with the Mayor and another member of Council concerning how the vacancy on Regional Council should be filled. Through those discussions, there was some level of understanding that an "experienced" individual should be recommended for appointment in order to ensure the interests of the City were well represented. In so doing, we fail to see how the Councillor did not advance "the public interest with honesty."

We also find that the Councillor's conduct did not contravene Section 4.1(d). There is no reason to suggest that the Councillor failed to serve his constituents in a conscientious and diligent manner. The grounds advanced by the Complainants tend to seize on the word "serve their constituents" in Section 4.1(d) without regard to the modifiers "conscientious" and "diligent".

While the Complainants disagree with (and even take great umbrage to) the conduct and votes by the Councillor, there is no reason to suggest the Councillor took action which was careless or indiscrete in serving residents of his Ward or the electors of the City generally. The Councillor voted in a manner that the Complainants disagree with. There are other residents that certainly concur with the Complainants. On the other hand, there certainly are residents that agree with the Councillor. Such is local democracy. Disagreement with a vote of a member or a decision Council does not equate to unethical conduct. Absent some activity that serves to contravene the provisions of the Code, the Integrity Commissioner has no authority to question such votes or decisions.

¹² Aird & Berlis LLP, *Code of Conduct Complaint and MCIA Application 2020-10* – Integrity Commissioner Report – City of Thorold, November 24, 2020 at page 5.

(b) Allegations of Improper Influence

In our view, the Councillor did not contravene Section 10.2 of the Code. We wish to note at the outset of our analysis that the Code as a whole must be interpreted reasonably and within its entire context. To that end, each individual provision of the Code must be seen as serving a separate and discrete purpose. Any interpretation of the Code which renders another provision redundant or duplicative is to be avoided.¹³

Section 10.2 of the Code prohibits members of Council from using the “status of their position” in order to “influence the decision of another person” to some private advantage. This provision prohibits a member of Council from using the power or clout associated with their position to influence a decision to be made by another person which benefits themselves or a related individual. The purpose of this provision is to prevent members of Council from using their notoriety to exercise undue or improper influence on decision-makers.

This provision must be interpreted as having a distinct meaning and purpose from the other provisions of the Code relating to bias and conflict of interest, which govern voting in one’s own interest.

The Complainants alleged that the Councillor contravened Section 10.2 of the Code by “using his position on Council” to obtain a benefit for himself, namely, an appointment to Regional Council. What the Complaints mean by the Councillor’s “position on Council” is the fact of his voting. At its core, this is an allegation of a conflict of interest, not the improper use of influence.

While the Councillor did speak to other members of Council about the vacancy on Regional Council, there was no evidence to suggest that he pressured or exerted any undue influence on other members of Council. In fact, the record of our investigation supports an opposite conclusion. The Councillor advocated for leaving the seat on Regional Council vacant to acknowledge the legacy of former Regional Councillor Bellows. This was also corroborated by the Councillor’s initial vote in favour of requesting that the Region advise whether the seat could be left vacant.

(c) Conflict of Interest

Lastly, the Complaints allege that the Councillor contravened Section 11.1 by voting in a conflict of interest, firstly against the recommendation that the Candidate be appointed to Regional Council, and secondly in favour of his own appointment to Regional Council. The Complainants take the position that the Councillor had a pecuniary conflict of interest by virtue of the remuneration to be paid to the Councillor if he was appointed to Regional Council.

In our view, consistent with our findings in our companion report on the MCIA Applications, there has been no contravention of Section 11.1.

Where a pecuniary conflict of interest is alleged, we are bound to consider the provisions of the MCIA. That statute represents a “complete code” for dealing with pecuniary conflicts of interests.¹⁴ The Code (like many other codes of conduct) adopts the obligations under the MCIA as ethical duties. While the obligations under the MCIA are separately considered and enforced by an

¹³ Ruth Sullivan, *Sullivan on the Construction of Statutes*, 6th ed (Toronto: LexisNexis Canada Inc., 2014) (online) Ch. 8 Part 1, §8.32.

¹⁴ See, for example, *Ruffolo v. Jackson* (2010), 71 M.P.L.R. (4th) 43, at para. 14 (Ont. C.A.).

integrity commissioner (as is this present case), there can be no separate and distinct analysis of pecuniary interests. This would have the potential to create several inconsistencies in the permitted scope of conduct of members of Council, and result in unwieldy and inconsistent results.

For example, while the MCIA defines a scope of exceptions to the general rules related to pecuniary interests, Section 11.1 of the Code does not. A member could, for instance, comply with the MCIA on account of an exception in section 4, while simultaneously contravening the Code. This inconsistent interpretation is undesirable and should be avoided.

To this end, we adopt and commend our findings in the companion report on the MCIA Applications dealing with this matter. For the reasons stated therein, we find that the Councillor has not contravened Section 11.1 of the Code.

B. The Mayor

(a) Mayor's Conduct in Selection of Candidate was not Improper

We find that the Mayor's conduct surrounding Council's decision to fill the vacancy on Regional Council did not contravene Section 4.1(c) of the Code.

We adopt our comments on the proper interpretation of Section 4.0 of the Code set out above in relation to the Councillor's conduct.

Similarly, the primary assertion of the Complainants is that members of Council (including the Mayor) should not have discussed their opinions on filling the vacancy on Regional Council with one another. In our view, this assertion ignores the realities of how elected representatives carry out their roles, which includes discussing council business outside of duly-constituted meetings, and taking pragmatic steps to achieve a desired result.

In our review of the matter, we find that the Mayor did not contravene Section 4.1(c) of the Code. First, there is no evidence to suggest that members of Council and the Mayor improperly participated in a "conspiracy" or "clearly orchestrated maneuver" as alleged by the Complainants.

The Mayor has acknowledged that he did in fact have conversations with the Councillor and other members of Council regarding the vacancy on Regional Council. These discussions are part of the normal political process in a representative democracy. The Mayor, as head of Council, acted in his leadership role to consider and advance what he viewed as being within the best interests of the community. Absent some Code-transgressive conduct, the Integrity Commissioner does not sit in judgment of what members of Council view as being within the public interest.

(b) Mayor Did Not Use his Position to Benefit an Individual

We find that the Mayor's conduct respecting Council's decision to fill the vacancy on Regional Council, and resulting vacancy on Council which was filled by the Prospective Appointee, did not contravene Section 10.2 of the Code. We make this finding for two primary reasons.

First, there is no evidence to suggest that the Mayor used the "the status of [his] position to influence the decision of another person" [emphasis added]. The Prospective Appointee was not selected to fill the vacancy at random or by the sole suggestion of the Mayor. The Mayor did not pressure or lobby City staff to recommend their name for appointment. Again, this language must mean something more than the Mayor's entitlement to one vote on Council.

The identification of the Prospective Appointee to fill the future vacancy on Council was based on the application of the Policy. The Prospective Appointee was the third-place finisher in the St. Patrick's Ward in the 2018 municipal election. There is no line of reasoning or evidence to suggest that the Mayor somehow used his position as Mayor to secure a "benefit" for the Prospective Appointee. Rather, they were simply "next in line" based on the Policy.

Second, we are not convinced that the relationship between the Mayor and the Prospective Appointee is one that falls within the scope of the Section 10.2 of the Code. Section 10.2 of the Code applies to specific relationships: "parents, children or grandchildren, spouse, or friends or associates...". The reference to "friends or associates" must be interpreted in the context of the other relationships listed in that section.¹⁵

An overly-broad interpretation could potentially implicate the thousands of individuals in the professional network of members of Council and possibly render any vote made by the Mayor as one that is susceptible to challenge. This is not the result that was intended by the inclusion of Section 10.2 into the Code.

It is not disputed that the Prospective Appointee has assisted the Mayor in his past electoral campaigns, given their professional experience in marketing and communications. It is reasonable to believe that the Mayor, like many other elected officials, meet and interact with many people in their professional and political lives. There is great benefit in elected officials having a broad range of experience and involvement in business and processional settings. However, the professional networks of elected officials should not be seen as an impediment to making decisions involving their connection.¹⁶

In the present circumstances, we find that there has been no contravention of the Code.

CONCLUSIONS

For all of the reasons set out in detail above, we find that the Councillor and the Mayor have not contravened any of the provisions of the Code in the manner asserted in the Complaints.

We understand that the Complaints take great issue with the conduct of members of Council in relation to Council's decision regarding the vacancy on Regional Council. That disagreement is fair and necessary to sustain healthy political discourse. That being said, it is our conclusion that the conduct alleged in the Complaints is not transgressive of the Code.

¹⁵ See *Sullivan on the Construction of Statutes*, *supra* note 13, at §8.58.

¹⁶ We note that that such community association and connectivity is an enunciated principle under s. 1.1 of the MCIA:

Principles

1.1 The Province of Ontario endorses the following principles in relation to the duties of members of councils and of local boards under this Act:

...

4. There is a benefit to municipalities and local boards when members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community associations, and otherwise.

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The Complaints are hereby dismissed.

Since there has been no finding of a contravention, the Report is being provided to Council solely for information as there is no authority for Council to make any decision.

Respectfully submitted,

AIRD & BERLIS LLP



John Mascarin

Integrity Commissioner for the City of St. Catharines

Dated this 31st day of May, 2022

48498659.4



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INTEGRITY COMMISSIONER REPORT ON MCIA APPLICATIONS 2022-01 & 2022-02

THE CORPORATION OF THE CITY OF ST. CATHARINES

John Mascarin

Aird & Berlis LLP

May 31, 2022

INTEGRITY COMMISSIONER REPORT ON MCIA APPLICATIONS 2022-01 & 2022-02 FORMER COUNCILLOR MAT SISCOE

SUMMARY

Two formal applications pursuant to subsection 223.4.1(2) of the *Municipal Act, 2001* (“**MCIA Applications 2022-01 and 2022-02**”) were filed directly with our office in January 5 and 20, 2022 (collectively, the “**Applications**”).

The Applications allege that former Councillor Mat Siscoe (the “**Councillor**”), then a member of the Council of The Corporation of the City of Catharines (the “**City**”), contravened the *Municipal Conflict of Interest Act*¹ by failing to declare a pecuniary interest, participating in discussion and voting on a motion to recommend the Councillor’s appointment to fill a vacancy on the Council of the Regional Municipality of Niagara (“**Regional Council**”).

The Applications deal with the same matter as two complaints filed pursuant to the *Code of Conduct for Members of Council and Local Boards* (the “**Code**”), and which are dealt with in our companion report to this Report.

APPOINTMENT & AUTHORITY

Aird & Berlis LLP was appointed Integrity Commissioner for the City pursuant to subsection 223.3(1) of the *Municipal Act, 2001*² on January 28, 2019 by By-law No. 2019-13. As the City’s Integrity Commissioner, we have jurisdiction to review complaints of alleged non-compliance with the MCIA made against members of Council.

The Applications were validly filed by “electors” as defined in section 1 of the MCIA and as required by subsection 223.4.1(2) of the *Municipal Act, 2001*. As such, we reviewed them in accordance with our authority as Integrity Commissioner pursuant to the *Municipal Act, 2001* and the Formal Complaint Protocol, being Appendix “B” to the Code.

This Report includes our decision regarding our inquiry into the Applications issued pursuant to subsection 223.4.1(17) of the *Municipal Act, 2001*.

Section 223.4.1 of the *Municipal Act, 2001* provides that the Integrity Commissioner shall decide whether to apply to a judge under section 8 of the MCIA for a determination of whether a member has contravened the MCIA and, possibly, any penalties that should be imposed.

The *Municipal Act, 2001* provides that the Integrity Commissioner shall publish written reasons for the decision. It is our view that this requirement is met by the inclusion of this Report in the agenda materials for an open meeting of Council.

TIMING

¹ *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 [“**MCIA**”].

² *Municipal Act, 2001*, S.O. 2001, c. 25.

The Applications were filed within the statutory six-week limitation period set out in subsection 223.4.1(4) of the *Municipal Act, 2001*. The Councillor's alleged contravention occurred at a meeting of Council held on December 13, 2021 (the "**Meeting**"). The Applications were filed on January 5, 2022 and January 20, 2022.

MCIA PROVISIONS AT ISSUE

The Applications allege that the Councillor contravened subsection 5(1) of the MCIA by his actions at the Meeting:

When present at meeting at which matter considered

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

REVIEW OF MATERIALS & INQUIRY

In order to undertake our inquiry into the Applications and make a determination on the allegations therein, we have undertaken the following steps:

- Review of the initial Applications, and all materials referred to therein;
- Review of the video of the open session of Council's Meeting on December 13, 2021;
- Review of relevant Council and Regional Council documents and materials;
- Email correspondence and a telephone conversation with the Councillor regarding the Applications, and timeline for response; and
- Review of the Councillor's response, dated March 4, 2022.

We have also reviewed, considered and had recourse to such applicable case law and secondary source material, including other integrity commissioner reports that we believe to be pertinent to the issues at hand.

A draft of this Report was provided to the Councillor and the Applicants on May 3, 2022 to allow them to review and comment on the factual accuracy of the Report. We received comments on our report from an Applicant, which have been considered and addressed herein as we deemed necessary before finalization of our Report.

BACKGROUND

The background to the Applications is identical to those matters dealt with in our companion report on Complaints 2021-07 and 2022-01, which is adopted herein, with appropriate modifications.

(a) Introduction

The Councillor is a former member of Council, having resigned from Council effective January 6, 2022. Prior to his resignation from Council, the Councillor was one of two representatives for Ward 4, St. Patrick's Ward, in the central-west portion of the City. The Councillor was first elected to Council in 2010 and was re-elected for the 2014-2018 and 2018-2022 terms of Council.

As will be set out in this Report, the Councillor is currently an appointed member of Regional Council representing St. Catharines, having been appointed by Regional Council on January 6, 2022.

In addition to his role as a member of Regional Council, the Councillor is also a full-time secondary school teacher.

(b) Multi-Tier Local Governance in Niagara

Local government in Niagara is characterized by two autonomous but closely-related levels of government. The City is a "local" or "lower-tier" municipality. Its Council is comprised of twelve (12) members, elected on a ward structure, and one (1) elected head of council (i.e., a mayor).

The Region is the corresponding "upper-tier" municipality, whose geographic area extends beyond that of the City. Regional Council is comprised of thirty-two (32) seats. Of those seats, twelve (12) seats are held *ex officio* by the heads of council of all lower-tier municipalities that comprise the Region, one (1) Regional Chair (i.e., the head of council), and nineteen (19) members of Regional Council.

Members of Regional Council are directly elected at-large by voters to represent the areas of the lower-tier municipalities that comprise the Region. For example, St. Catharines has been allocated six (6) seats on Regional Council. Those representatives are chosen by the electors of the City in an election process which is administered by the City. However, members of Regional Council do not hold a seat on the council of the lower-tier municipality which they represent.

(c) Background to December 13, 2021 Meeting

Former Regional Councillor Sandie Bellows was elected to Regional Council as a representative of St. Catharines in the municipal elections held in 2018. The former Regional Councillor passed away on October 11, 2022. Her passing automatically created a vacancy on Regional Council for the office of member of Regional Council for St. Catharines.³

³ The *Municipal Act, 2001* provides as follows in s. 259(1)(h):

Vacant seat

259(1) The office of a member of council of a municipality becomes vacant if the member,

(h) dies, whether before or after accepting office and making the prescribed declarations.

Pursuant to the *Municipal Act, 2001*, where a member's seat becomes vacant, the municipality is required to take certain steps to fill that vacancy. The council must first declare the member's seat to be vacant, and subsequently decide how the vacancy will be filled.⁴

The *Municipal Act, 2001* provides two options: the municipality may either directly appoint a person to council, or require a by-election to be held in accordance with the *Municipal Elections Act, 1996*.⁵

The municipality is required to act within 60 days of the declaration of vacancy to either fill the vacancy, or pass a by-law requiring the by-election be held.⁶

(i) Regional Council's Actions in Respect of the Vacancy

At its November 18, 2021 meeting, Regional Council passed the following resolution:

10.2.1 CL-C 82-2021

Declaration of Vacant Regional Council Seat

Moved by Councillor Sendzik

Seconded by Councillor Darte

That Correspondence Item CL-C 82-2021, being a memorandum from A.-M. Norio, Regional Clerk, dated November 18, 2021, respecting Declaration of Vacant Regional Council Seat, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That, pursuant to Section 262(1) of the *Municipal Act, 2001*, the seat held by Sandie Bellows, Regional Councillor for the City of St. Catharines, **BE DECLARED** vacant; and
2. That Regional Council **REQUESTS** the City of St. Catharines advise of its preferred method of filling the vacancy on Regional Council by December 15, 2021.

Carried

Regional Council's resolution was passed in accordance with its Policy C2-001, which provides that in the event of a vacancy, the Region shall request that the lower-tier municipality advise of its recommended method of filling the vacancy, and that Regional Council approve the recommendation, subject to compliance with the *Municipal Act, 2001* and the *Municipal Elections Act, 1996*. Policy C2-001 is a discretionary policy which is not required to be adopted pursuant to any statute.

While Regional Council requested that the City advise of the preferred method for filling the vacancy, in no way did it abdicate or delegate its statutory decision-making authority to the City. The final decision rested with the Region.

⁴ *Municipal Act, 2001*, s. 262.

⁵ *Municipal Act, 2001*, s. 263(1).

⁶ *Municipal Act, 2001*, s. 263(5) 1.

(ii) City's Council Vacancy Policy

The City has its own discretionary policy (as opposed to a mandatory policy⁷) in respect of filling vacancies, being Policy LCS 2015-9 "Filling a Vacancy on Council" (the "**Policy**").

By way of background, the Policy arose from Council's filling of a vacancy in early 2014. In January 2014, Council established an *ad hoc* committee to develop a process for filling future vacancies. The committee studied the matter and made recommendations that would ultimately inform the Policy.

A report from the City Clerk on the then-draft Policy entitled "Process for Filling a Vacancy on Council," dated April 24, 2014, provided as follows:

The committee recognizes that this process does not bind future Councils' decisions, however, they felt that having a process in place responds to Council's request for one and it represents the discussions that this Council had with respect to filling vacancies on Council.

The Policy was approved by Council on May 12, 2014, and City staff were directed to implement this policy "as a Corporate Policy." During Council's deliberation, former Mayor McMullin stated that the Policy was "not intended to bind future Councils...it was only a guideline." The Policy was later amended in January 2015 to also apply to vacancies on Regional Council.

The Policy provides that if the vacancy occurs within the first three (3) years of the term of Council, the next placed finisher in the election "**may**" be appointed if they received 70% of the votes achieved by the sixth-place finisher on Regional Council. If the vacancy occurs within the last year of the term of Council, the next placed finisher "**shall**" be appointed if they received 70% of the votes achieved by the sixth-place finisher on Regional Council.

(iii) City Staff Report in Respect of the Vacancy

City staff prepared a report titled "Filling a Vacancy on Regional Council – Sandie Bellows," dated November 5, 2021 (the "**Vacancy Report**"), summarizing the options available to Council for filling the vacancy on Regional Council. City staff explained the situation, reviewed the relevant legislation, and set out the options for filling the vacancy in accordance with the Policy.

The Vacancy Report made two recommendations: (i) that Council recommend to Regional Council that the vacancy be filled by appointment, and (ii) that Council recommend that Regional Council appoint the individual who was the next-placed finisher for the office of Regional Councillor in the 2018 Municipal Election (the "**Candidate**"). The Vacancy Report recommended against initiating an at-large appointment process, stating as follows:

Although Council may, staff do not recommend Council appoint an eligible elector from the community. This process involves several steps and could potentially be a failed search, all the while the seat remains vacant and St. Catharines continues to have reduced representation at the Region, while the Region risks being in contravention of their legislated obligation to fill the seat within 60 days.

City Staff's recommendation was based on practical considerations and timing concerns.

⁷ *Municipal Act, 2001*, s. 270(1).

(d) The Meeting

Council considered the Vacancy Report at its meeting held on December 13, 2021.⁸

Council's consideration of this item began with a delegation from one member of the public, who suggested that Council ought to hold a by-election to fill the vacancy.

Following the delegation, several members of Council asked questions of the delegate, which suggested there was some dispute on the interpretation of the Policy due to an ambiguity.

Council considered several other matters at the Meeting before returning to this matter.

Council's consideration of the matter began with a motion to refer the matter to Regional Council requesting information on whether the vacancy needed to be filled. That motion to refer was lost:

Motion to refer to Niagara Region for information on whether the vacancy on Regional Council needs to be filled. If the vacancy does not need to be filled, that the item come back to City Council.

Yeas: Councillors Harris, Phillips, Siscoe, and Townsend

Nays: Councillors Dodge, Garcia, Kushner, Littleton, Miller, Porter, Sorrento, Williamson, and Mayor Sendzik

Motion to Refer Lost

Council then deliberated on the recommendation from City staff in the Vacancy Report. One particular topic of discussion was an ambiguity in the Policy as to whether or not Council was required to appoint the Candidate, based on the timing of when the vacancy occurred.

In addition, Council also discussed the merits of recommending the appointment of the Candidate, who had run in the municipal elections held in 2018 and who had not expressed their views and positions on more recent issues such as public health measures, regional transit, and affordable housing.

During deliberations, the Councillor suggested that if members of Council wished to make comments about an identifiable individual, that it would be more appropriate to consider the matter in closed session. Another member of Council moved a motion to convene in closed session to discuss the matter, specifically as it related to an identifiable individual.

Council met in closed session for approximately one hour, where it considered the matter of the vacancy as it related to information about an identifiable individual, as well as an unrelated litigation matter.

During the closed session, Council discussed matters relating to an identifiable individual. In addition, the Councillor indicated that he would be interested in being appointed to serve on Regional Council.

⁸ Video Recording of City Council Meeting, December 13, 2021:

<https://www.youtube.com/watch?v=hl4raAZL-uE>

Following closed session, Council dealt with one other matter before returning to the matter of the vacancy. Following further discussion, a friendly amendment was moved requesting that City staff work with equity-seeking groups to update the Policy.

City staff's recommendations were put to separate votes on each separate clause. Council first voted unanimously to recommend that Regional Council fill the vacancy by appointment.

Council then considered the second portion of the recommendation, being the recommended appointment of the Candidate. The motion was lost by a vote of six (6) to seven (7). The Councillor voted against the motion.

A member of Council then moved that Council recommend the appointment of the Councillor to Regional Council. The member spoke to the Councillor's experience with matters relating to the Region's jurisdiction (such as regional transit), stating their belief that the Councillor's appointment would be in the best interests of the City.

Members of Council subsequently discussed the proposed motion. Council then passed the following resolution to recommend the appointment of the Councillor to Regional Council:

That Council appoint Councillor Mathew Siscoe to fill the vacant seat of Regional Councillor for the City of St. Catharines; and

That upon the Region of Niagara accepting the City's recommendation that City staff reach out to the third-place candidate for the St. Patrick's Ward from the 2018 Municipal Election (Robin McPherson) to determine their interest in serving as the City Council representative for the St. Patrick's Ward for the remainder of this term of City Council.

Yeas: Councillors Porter, Miller, Harris, Kushner, Littleton, Phillips, Siscoe, Sorrento, Townsend, and Mayor Sendzik

Nays: Councillors Dodge, Garcia, and Williamson

Carried

At no time did the Councillor declare a pecuniary interest in the matter under section 5 of the MCIA. The Councillor participated in Council's consideration of the matter, and voted in favour of recommending his own appointment to Regional Council.

(e) Events Subsequent to the Meeting

On December 24, 2021, the Councillor submitted a letter of conditional resignation to the City Clerk, indicating that if appointed by Regional Council, that he would resign his seat on Council.

On January 6, 2022, Regional Council voted to accept the City's recommendation, and voted to appoint the Councillor to fill the vacant seat. The Councillor immediately swore the Oath of Office (as required by section 232 of the *Municipal Act, 2001*), and assumed his seat on Regional Council.

THE POSITION OF THE PARTIES

(i) Position of the Applicants

The Applicants allege that the Councillor contravened the MCIA by failing to declare a pecuniary interest, participating in discussion, and voting on the matter of his recommended appointment to Regional Council.

The Applicants allege that the Councillor had a direct pecuniary interest in the matter, given that the remuneration paid to a Regional Councillor is approximately \$14,000 more than the remuneration paid to a City Councillor.

The Applicants have also referred us to the exception in clause 4(g) of the MCIA, taking the position that this exception does not apply to excuse the Councillor's obligations. There were two different submissions on this exception.

The first submission is that this exception does not apply to the Councillor because he was not "eligible" to fill the vacancy on Regional Council. This submission relies on subsection 261(1) of the *Municipal Act, 2001*, which provides that no person may hold more than one office governed by the *Municipal Elections Act, 1996* at the same time. The submission is that the Councillor was ineligible for appointment to Regional Council because he was still a member of Council; if the Councillor wanted to be appointed to Regional Council, he should have first resigned from Council.

The second submission is more straightforward: the exception in clause 4(g) does not apply because Council is not "the council" referred to in provision which is authorizes an appointment to fill a the vacancy. Rather, Regional Council is. This submission appears to concede the point that Council was not making a final decision to appoint the Councillor.

(ii) Position of the Councillor

The Councillor denies that he contravened the MCIA. The Councillor does not dispute the fact of his participation in discussion or voting on the matter of his recommended appointment to Regional Council. The Councillor has not made any submissions as to whether or not he had a pecuniary interest in the matter of his recommended appointment to Regional Council.

The thrust of the Councillor's submission places reliance on the "long-standing" interpretation of the exception in clause 4(g) of the MCIA, which allows members of Council to vote in favour of themselves for various position which may have an additional stipend or payment associated with them. The Councillor submits that when he voted, he expressly did so based on the "common understanding" of clause 4(g).

The Councillor submits that he was eligible to fill the vacancy on Regional Council because he conditionally resigned his position as member of the Council before being appointed by Regional Council to fill the vacancy.

The Councillor also advises that neither the City Solicitor nor Regional Solicitor took issue with his participation in the vote, and that, in his experience, it is common practice at Council and other municipal councils to allow members of council to vote in favour of themselves for a potential appointment.

Lastly, while the Councillor acknowledges that there is a pay difference between the two positions, the Councillor's own personal circumstances will require him to incur personal expenses in order to fully participate in proceedings of Regional Council. Meetings of Regional Council are ordinarily scheduled to take place during the work day. As such, the Councillor will be required to take unpaid leave from his full-time employment in order to attend meetings, which would result in a financial loss in his job as a teacher.

FINDINGS

We have carefully and fully considered the submissions of the parties and the evidentiary record from our investigation. For the reasons set out below, based on a preponderance of the evidence and on a balance of probabilities, we find that the Councillor has not contravened subsection 5(1) of the MCIA.

A. Pecuniary Interest

The central allegation in the Applications is that the Councillor had a pecuniary interest in the matter of his recommended appointment to Regional Council. In our review of the facts and the binding jurisprudence, we cannot conclude that the matter before Council entailed an immediate financial outcome for the Councillor.

1. Relevant Legal Principles

Despite its central importance to the statute, the MCIA does not define the term "pecuniary interest." It is well-accepted that a "pecuniary interest" is any financial interest related to or involving money.⁹

The jurisprudence has interpreted pecuniary interest to include a monetary benefit that will be received or could be received, either in cash or in an increase in the value of an asset. It can also entail the avoidance of a financial loss. The pertinent question is as follows:

Does the matter to be voted upon have the potential to affect the pecuniary interest of the municipal councillor?¹⁰

A member's motive is irrelevant in determining whether there has been a contravention of the MCIA.¹¹

To have a conflict under the MCIA, there must be a pecuniary interest *at the time of the vote*.¹² The member of council must have an immediate, non-deviated or traceable financial or economic impact in the matter before council.¹³ There is no pecuniary interest where the outcome of the vote on a matter before council does not, in and of itself, entail an immediate financial outcome.¹⁴

⁹ *Tuchenhagen v. Mondoux* (2011), 88 M.P.L.R. (4th) 234, at para. 31 (Ont. Div. Ct.).

¹⁰ *Greene v. Borins* (1985), 28 M.P.L.R. 251, at para. 42 (Ont. Div. Ct.).

¹¹ *Moll v. Fisher* (1979), 8 M.P.L.R. 266, at p. 269 (Ont. Div. Ct.).

¹² *Lorello v. Meffe* (2010), 99 M.P.L.R. (4th) 106, at para. 59 (Ont. S.C.J.).

¹³ *Cooper v. Wiancko* (2018), 73 M.P.L.R. (5th) 212, at para. 63 (Ont. S.C.J.).

¹⁴ See, for example, *Rivett v. Braid et al.* (2018), 73 M.P.L.R. (5th) 249 (Ont. S.C.J.).

Furthermore, where the council has no jurisdiction or control over whether the matter allegedly giving rise to a pecuniary interest will occur or materialize, there is no pecuniary interest in the matter being voted on.¹⁵

2. The Matter Before Council Did Not Give Rise to an Immediate Pecuniary Interest

Based on our consideration of the factual background and relevant legal principles, we cannot conclude on a balance of probabilities that the Councillor had an immediate pecuniary interest in the matter being voted on by Council.

(i) The “Matter” Being Considered by Council

Any analysis of whether a member has a pecuniary interest must begin with an identification of precisely what the “matter” is. In these circumstances, it is undisputed that the “matter” was a vote by Council in relation to the Vacancy Report. In particular, the aspect that is alleged to give rise to the pecuniary interest was the identification of the Councillor as the recommended appointee to Regional Council. We find that this is the only aspect of Council’s consideration which could plausibly have given rise to a pecuniary interest. The language of the resolution is as follows:

That Council appoint Councillor Mathew Siscoe to fill the vacant seat of Regional Councillor for the City of St. Catharines...

The language of this resolution suggests that Council itself was making an appointment. That is not correct. Legally and factually, the only way to understand Council’s vote was as a non-binding recommendation to the Region, and nothing more.

(ii) The Nature of the City’s Vote on the Matter

When Council voted in favour of the Councillor’s appointment to Regional Council, it was making a *recommendation*, not a *binding decision*. Regional Council was still required to take further steps to fill the vacancy. In addition, Regional Council still had authority not to accept the recommendation, and to make a decision contrary to the preference of Council.

It bears repeating that the vacancy to be filled was a seat on Regional Council, ordinarily filled by an election at-large. This position was not a “dual-role” (as is common in other municipalities) where the member had a seat on both the local council (i.e. City Council) and the upper-tier council (i.e. Regional Council). Statutorily, the final decision as to how the vacancy would be filled, and if by appointment, the individual to be appointed, rested solely with Regional Council. Council had no binding authority to make this decision for or on behalf of the Region.

Regional Council, by resolution on November 18, 2021, “requested” Council to advise as to the preferred method for filling the vacancy. In no way did Regional Council sub-delegate to the City its statutory authority to fill the vacancy. Where a municipal council requests another entity to express its views on a matter, that request does not automatically result in the sub-delegation or fettering of that council’s discretion; the municipal council ultimately retains the authority to exercise its discretion.¹⁶

¹⁵ *Yorke et al v. Harris* (2020) 11 M.P.L.R. (6th) 273, at para. 44 (Ont. S.C.J.).

¹⁶ See, for example, *Guzar v. Puslinch (Town)* (2019), 87 M.P.L.R. (5th) 220 at paras. 47-54 (Ont. Div. Ct.).

The Region did have its own vacancy policy, similar to the City's, which provided a process for filling a vacancy on Regional Council. Similar to Council's treatment of the Policy however, the Region could have chosen not to follow its own policy, which in our view cannot be construed as fettering its statutory discretion.¹⁷ This is evidenced by Regional Council's decision on January 6, 2022 to "accept" the recommendation of the City, which was a result of split 23-to-6 vote. If the Region's policy fettered Regional Council's statutory discretion (which it did not), this vote would not have been necessary.

We appreciate that the intent behind both the City's and the Region's policies is ostensibly to "take the politics out of" a decision to fill a vacancy. Inherent in all representative democracies are certain decisions that cannot be de-politicized. Such is the nature of municipal government.

In light of the above, Council's vote on the recommendation to appoint the Councillor to Regional Council did not entail an immediate financial outcome for the Councillor. Jurisdiction and control over the ultimate decision to appoint the Councillor resided with another entity (i.e., Regional Council), not the City. Such matters cannot be said to give rise to a pecuniary interest.¹⁸

In conclusion, we find that the Councillor did not have a pecuniary interest in the matter before Council, and, as such, did not contravene subsection 5(1) of the MCIA.

B. Application of the Exception in Clause 4(g) of the MCIA

Despite our conclusion that the Councillor did not have a pecuniary interest in the matter, we have also considered whether any exceptions could apply. In our view, even if the Councillor did have a pecuniary interest (which we have concluded he did not), it appears that the exception in clause 4(g) of the MCIA could apply, should the question be considered by a judge.

The MCIA recognizes a number of exceptions that serve to make a member's direct, indirect, or deemed pecuniary interests not subject to the requirements of section 5 of the statute. Eleven exceptions are listed in section 4 of the MCIA. While some are considered to be "self-explanatory,"¹⁹ they must be closely scrutinized and considered in order to determine their application. In addition, their interpretation can be subject to debate.

The exception in clause 4(g) of the MCIA provides as follows:

Where ss. 5 and 5.2 do not apply

4 Sections 5 and 5.2 do not apply to a pecuniary interest in any matter that a member may have,

...

¹⁷ We have reviewed the Publicly Released Legal Opinion, dated January 3, 2022, provided to the Region advising on how Regional Council should proceed with the matter. The opinion observes, on the one hand, that the City and the Region are not required by the *Municipal Act, 2001* to develop policies for filling vacancies, and that a local municipality is not required to follow such a policy, while on the other hand, suggests that the Region did not have any independent discretion to fill the vacancy because of its policy. We respectfully disagree with this legal interpretation of the effect of such policies.

¹⁸ *Yorke et al v. Harris*, *supra* note 15, at para. 44.

¹⁹ M. Rick O'Connor and David White, *Ontario's Municipal Conflict of Interest Act: A Handbook*, (Union, Ontario: Municipal World Inc., 2019), p. 33.

- (g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;

Unlike many other exceptions in the MCIA, clause 4(g) has not received judicial consideration.²⁰

The “common sense” purpose of this exception is to allow a member of council to discuss and vote on their potential appointment to fill a vacancy or position. There are several circumstances in which a council will have to select one of its own members to serve on various municipal boards, commissions, agencies or committees. For example, the council of an upper-tier municipality is required to appoint one of its members as the head of council.²¹ In addition, many municipal committees, boards, or municipal services corporations have a certain number of positions set aside for members of council, such representatives being selected by municipal council.

Although these positions entail the exercise of public duties, they may come with some financial benefits, such as regular remuneration or a stipend. The possibility that a member-appointee may receive such a benefit would, in theory, place them in a position of conflict. This would not only be the case of one member of council, but with all members eligible to be selected to fill the role. This exception recognizes the legitimacy of deliberating and voting on which member of council will be selected to serve additional duties for the municipality.

As a threshold question, in order for the exception to apply, the member of council must be “eligible for...appointment.” In our view, the Councillor was eligible for appointment to fill a vacancy on Regional Council. Essentially, the only eligibility requirements are that the person be an “elector”, and that the person not otherwise be disqualified from holding the office.²² There is no reason to suggest the Councillor was otherwise ineligible for the appointment.

We do not accept the Applicants’ submission that the Councillor was *not* eligible to fill the vacancy on account of subsection 261(1) of the *Municipal Act, 2001*. That provision prevents a person from holding more than one municipal office “at the same time.” As mentioned above, the Councillor was not in a position where he was holding both local and regional office “at the same time.” The Councillor did not hold a seat on Regional Council until he took the oath of office for Regional Council.²³ At the time he did, the Councillor had already submitted his conditional resignation from Council. He was not required to first resign from Council in order to be eligible.

Next, we recognize that the express language of the exception in clause 4(g) speaks of filling “a vacancy, office of position in the council...”, using the definite article “**the** council” rather than the indefinite article “**a** council”.²⁴ This would suggest the exception applies to a decision by “**the** council” of which the person is a member and for which there is a vacancy.

²⁰ In our research, we have not found a single judicial decision or report by a municipal integrity commissioner directly considering the interpretation or application of s. 4(g) of the MCIA.

²¹ *Municipal Act, 2001*, s. 233.

²² See *Municipal Act, 2001*, s. 257; see also *Municipal Elections Act, 1996*, S.O. 1996, c. 32 Sched., s. 17.

²³ *Municipal Act, 2001*, s. 232.

²⁴ See, in contrast, the language of s. 4(h) of the MCIA, which uses the indefinite article: “...by reason only of the member being a member of a board, commission, or other body as an appointee of a council or local board.”

Despite this, we suggest that this clause, not having been judicially considered, could bear a reasonable interpretation which extends to the consideration of filling a vacancy on another council.

The language of the MCIA cannot be interpreted in a vacuum. In *Orangeville (Town) v. Dufferin (County)*, the Court of Appeal noted that it must be recognized that the MCIA is part of a broader legislative scheme which must also be considered in interpreting the statute.²⁵ In that case, the Court of Appeal was faced with a question of whether a member of a local council had a conflict of interest in matters dealing with the upper-tier municipality by virtue of their *ex-officio* position on the upper-tier council.

Notwithstanding the language of the provisions dealing with indirect pecuniary interests,²⁶ the Court of Appeal held that the MCIA should be read harmoniously and together with the provisions of the *Municipal Act, 2001*, the statutes creating the relevant municipal corporations, and in a manner consistent with the two-tier structure (i.e., upper- and lower-tier municipalities) of municipal government.²⁷

We suggest that this reasoning could apply to a court's consideration of clause 4(g) of the MCIA. The legislative framework contemplates circumstances in which a local council will consider and vote on sending one of its members to the upper-tier council. We note, by way of example and comparison, the power in the *Municipal Act, 2001* authorizing a council to appoint a temporary replacement member to an upper-tier council:

Temporary vacancy

267 (1) If a person who is a member of the councils of a local municipality and its upper-tier municipality is unable to act as a member of those councils for a period exceeding one month, the local council may appoint one of its members as an alternate member of the upper-tier council to act in place of the member until the member is able to resume acting as a member of those councils.

A member of the local council selected to fill the temporary vacancy could conceivably have a pecuniary interest in their appointment. Despite this, clause 4(g) would relieve that member from their general obligations under section 5 of the MCIA and enable that member to discuss and vote for their own appointment.

We have already found that the ultimate decision to appoint the Councillor rested with Regional Council, not the Council. However, in our view, it would not be consistent with the scheme of the *Municipal Act, 2001* and two-tier local government structure in the Region of Niagara that this exception would only apply to a temporary appointment, and not to a permanent appointment of a member to another council.

In conclusion, it is our view that the exception in clause 4(g) of the MCIA might well apply to the present circumstances, should the matter be considered by a judge.

²⁵ *Orangeville (Town) v. Dufferin (County)* (2010), 68 M.P.L.R. (4th) 25, at para. 23 (Ont. C.A.).

²⁶ MCIA, s. 2(a)(iii).

²⁷ *Orangeville (Town) v. Dufferin (County)*, *supra* at note 25, at para. 26.

CONCLUSIONS

Subsection 223.4.1 of the *Municipal Act, 2001* provides that, upon completion of an inquiry, the Integrity Commissioner may, if the Integrity Commissioner considers it appropriate, apply to a judge under section 8 of the MCIA for a determination of whether the member has contravened section 5, 5.1 or 5.2 of that Act.

For the reasons set out above, we have determined on a review of the full evidentiary record and the applicable jurisprudence that, on a balance of probabilities,²⁸ the Councillor has not contravened subsection 5(1) of the MCIA as alleged. In the alternative, the exception in clause 4(g) of the MCIA may very well apply to except the Councillor of his general obligations under subsection 5(1). While one Applicant suggested that we seek a judicial determination on clause 4(g) of the MCIA, we are of the view that this would not be an appropriate use of municipal resources.

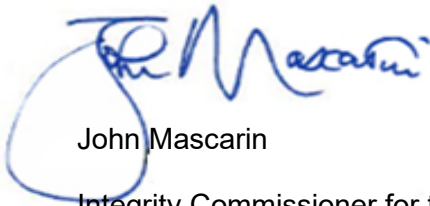
In light of the foregoing, we will not be making an application to a judge pursuant to subsection 223.4.1(15) of the *Municipal Act, 2001* for a determination of whether the Councillor contravened section 5 of the MCIA.

We have provided notice to the Applicants of our decision as required by subsection 223.4.1(16) of the *Municipal Act, 2001*.

We recommend that a copy of our written reasons in this Report be posted by the City on its website.

Respectfully submitted,

AIRD & BERLIS LLP



John Mascarin

Integrity Commissioner for the City of St. Catharines

Dated this 31st day of May, 2022

48530970.4

²⁸ *Edwards v. Wilson* (1980), 14 M.P.L.R. 128 (Ont. Div. Ct.); *Baillargeon v. Carroll* (2009), 56 M.P.L.R. (4th) 161 (Ont. S.C.J.).

**Ministry of Northern Development, Mines,
Natural Resources and Forestry**

Wildlife Research and Monitoring Section
2140 East Bank Drive
DNA Building, c/o Trent University
Peterborough, ON K9L 1Z8

**Ministère du Développement du Nord, des
Mines, des Richesses naturelles et des Forêts**

Phone: 1-888-574-6656
Fax: 705-755-1559
Email: rabies@ontario.ca

May 31, 2022

In 2022, the Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) will once again be conducting Oral Rabies Vaccine (ORV) bait distribution and trap-vaccinate-release (TVR) programs in Ontario. Baiting and TVR operations will begin June 27 and continue until the end of October. TVR operations in St. Catharines began May 2.

Please find attached:

- 1) Map of planned baiting area for 2022
- 2) Rabies Vaccine Bait Information Sheet

Per the attached map, rabies vaccine bait distribution will be conducted in rural areas with NDMNRF aircraft and by hand in urban areas by NDMNRF wildlife technicians. These are the details of bait distribution work in 2022 (dates are subject to change depending on weather conditions):

- Grey shaded areas will be completed with a combination of Twin Otter airplane and Eurocopter EC130 helicopter. Twin Otter flights will occur from August 15 through to August 21, with Eurocopter EC130 flights occurring August 22-26.
- Urban hand baiting, including the use of temporary bait stations, will occur in the brown shaded areas starting June 27 and continue through to the end of October.
- Live trapping and vaccinating wildlife (trap-vaccinate-release) will occur in the areas surrounding Hamilton, Niagara, St. Catharines and Welland shaded in yellow starting May 2 and will continue through to the end of October.
- Preventative baiting of the purple shaded areas in eastern Ontario will take place in early August and will take one day to complete.

In addition to the activities mentioned above, NDMNRF may conduct localized rapid response baiting and trap-vaccinate-release measures, which would take place in the event of a raccoon or fox strain rabies case outside of the planned baiting area.

The ministry is committed to the research, surveillance, control and elimination of the outbreak of rabies in southwestern Ontario to prevent the disease from spreading. Since the start of the rabies outbreak in 2015, the first of its kind in over a decade, NDMNRF has taken quick action to protect communities, distributing 7.5 million vaccine baits by air and ground. Rabies cases have decreased by 95% since 2016.

In keeping with current World Health Organization guidelines, the 2022 rabies control zone has been reduced as some areas have had no reported cases in over two years. The control zone encompasses an area within approximately 50 km of positive cases that are less than two years old (positive cases since July 1, 2020).

Any warm-blooded mammal can contract rabies. If a human contracts rabies and does not receive treatment, the disease is fatal.

The khaki-green coloured bait being distributed by hand and by aircraft is made of wax-fat with an attractant flavour (vanilla-sugar). A label with a toll-free telephone number (1-888-574-6656) and the message "Do not eat" is located on the exterior of the bait, and a plastic package containing the liquid rabies vaccine is embedded in the centre. If found, the bait should not be touched, but left for raccoons, skunks and foxes to consume. (See attached bait identification hand out for detailed description.)

Ontario's rabies vaccine baits have been tested to ensure they are safe for wildlife, people, and pets. However, eating a vaccine bait does not replace the regular rabies vaccination provided by a veterinarian for pets. If a pet has eaten a bait and the owner is concerned, they should contact their vet as a precaution.

Ontario's rabies control program is a joint effort that receives important input and contributions from a variety of partners across the province. Partnerships with provincial ministries, federal agencies, regional health units, municipalities, wildlife rehabilitators, licensed trappers, wildlife control agents and Indigenous communities are all key to the continued success of Ontario's rabies control program.

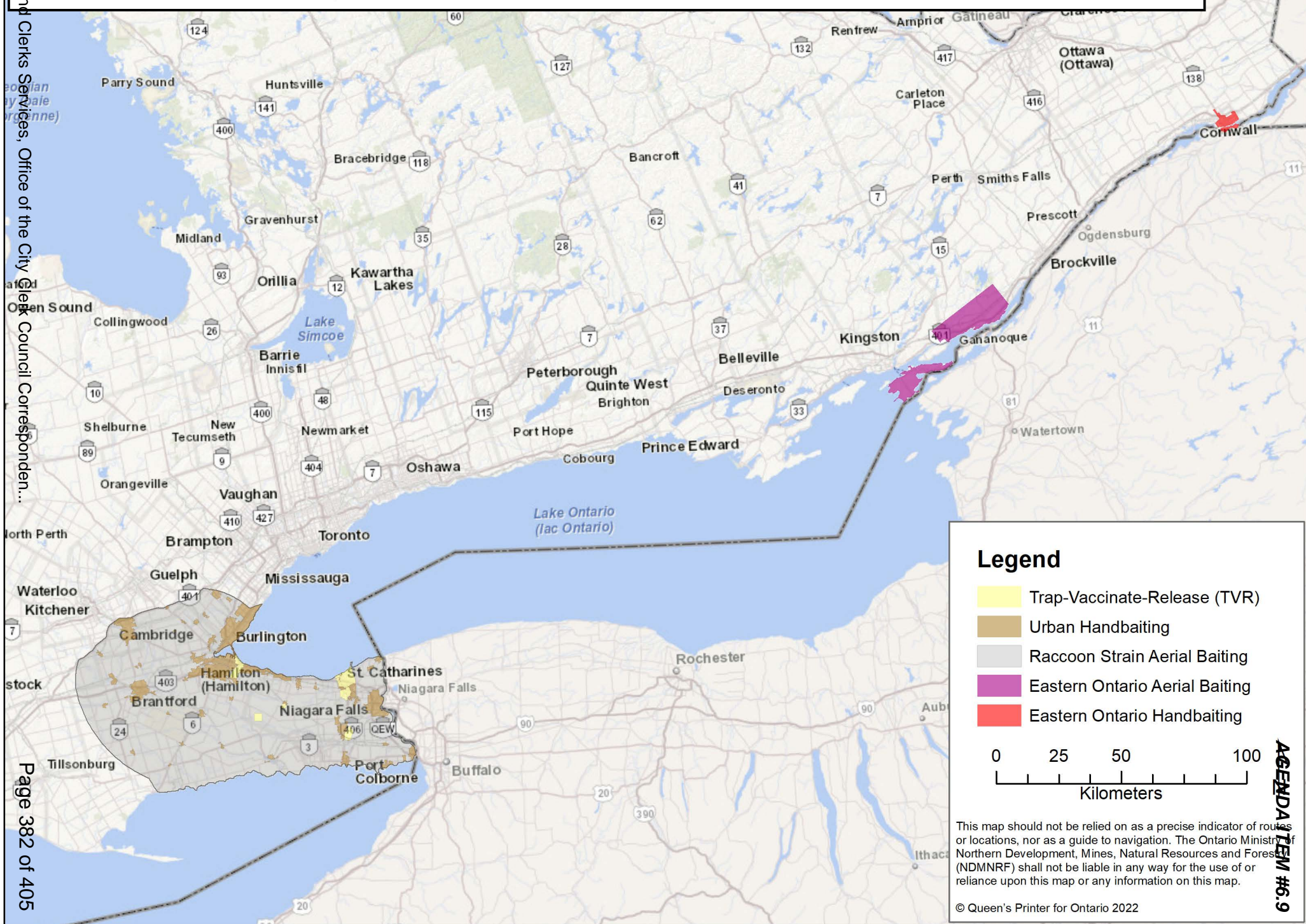
For further information about rabies in Ontario, please visit [Ontario.ca/rabies](https://ontario.ca/rabies) or contact the ministry's rabies information line at 1-888-574-6656.

Larissa Nituch



Rabies Science Operations Supervisor

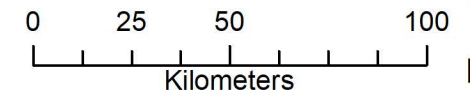
705-313-2043 (cell)

Larissa.Nituch@ontario.ca



Legend

-  Trap-Vaccinate-Release (TVR)
-  Urban Handbaiting
-  Raccoon Strain Aerial Baiting
-  Eastern Ontario Aerial Baiting
-  Eastern Ontario Handbaiting



This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNR) shall not be liable in any way for the use of or reliance upon this map or any information on this map.

The Ministry of Northern Development, Mines, Natural Resources and Forestry

Rabies vaccine bait identification

June 2022

The Ultra-lite vaccine bait, ONRAB®, is used in Ontario for both fox strain and raccoon strain rabies control. Exposure to the bait is not harmful to people or pets; however, in the unlikely event that people or pets come in contact with the vaccine contained in the bait, contacting a doctor or veterinarian as a precaution is recommended.

Bait Ingredients

The bait formula coats the blister pack containing the vaccine. This formula consists of vegetable based fats, wax, icing sugar, vegetable oil, artificial marshmallow flavour and dark-green food grade fat-soluble dye.

Ultra-lite blister-pack (Vaccine Carrier)

This is a polyvinyl chloride (PVC) blister pack (40 mm x 22 mm x 10 mm) which weighs approximately 4.3 grams. The blister pack is a white/clear polyester flocked container with a heat-sealed laminated polyester lidding. The body of the blister pack is embedded in the bait matrix but the green lidding is exposed and has a black warning label printed on it.



Inside Baits: ONRAB® oral rabies vaccine

Description: a recombinant live virus liquid vaccine

Volume/bait: 1.8 ±0.1 ml in the blister pack

Other inclusions: vaccine stabilizers

Colour: clear

Target species: skunk, fox, and raccoon

Contact: Wildlife Research and Monitoring Section

rabies@ontario.ca

1-888-574-6656

Ontario.ca/rabies

Disponible en français



May 26, 2022

In This Issue

- Provincial election watch.
- Call for nominations to AMO Board of Directors.
- LAS Blog: AMO's Work on Affordable Housing.
- Annual energy reports due in a month.
- Canoe new vendor spotlight: Ricoh.
- Peterborough resolution concerning greenhouse gas emission reduction targets.
- Flood Hazard Identification and Mapping Program May 31 webinar.
- A digital CRM/311 solution for municipalities.
- Careers: Chatham-Kent Public Health, Simcoe, Markham and Peterborough.

AMO Matters

Visit the AMO website to review [AMO's 2022 Provincial Election Strategy](#) and election monitoring updates. Follow AMO on [Twitter](#) and [LinkedIn](#) and share election updates with your networks.

In accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2022-2024 AMO Board of Directors. [Nomination package available here](#). To participate in the AMO Board of Directors election and caucus lunches, make sure to choose your caucus when [registering](#) for the 2022 AMO Conference.

LAS

AMO's work on housing and homelessness advocacy is long standing. [Read more](#) to learn how AMO is working with municipal leader to find solutions to address the housing crisis in Ontario.

There's still time left to report your buildings' energy use. The Ministry of Energy is now accepting annual energy reports under [O. Reg. 507/18](#). Reporting is for energy used in 2020 and due by July 1, 2022. Ministry hosted reporting webinars will be from 11 am to 12 pm on [June 7](#) and [21](#). For questions, email BPSsupport@ontario.ca.

Looking for some new printing equipment? We're pleased to welcome Ricoh to the [Canoe Procurement Group](#), providing multi-function copier/printers, wide format printers, interactive displays, and ransomware containment services. [Contact Simon](#) to learn more.

Municipal Wire*

The City of Peterborough resolution requests the Province of Ontario direct the Independent Electricity System Operator to develop a costed plan for the decarbonization of the Ontario electricity grid and develop grid-based energy solutions that seeks to lower carbon-intensity of electricity generation below 2022-levels by 2030, and provide funding assistance to support municipalities to overcome the increase in grid-based emissions that assists in enabling jurisdictions to reach their greenhouse gas emission reduction targets.

On Tuesday, May 31 at 10:00 am Conservation Ontario is hosting a webinar for Conservation Authorities and Municipalities on the Federal Flood Hazard Identification and Mapping Program (FHIMP). You can register here.

AMO Partnerships

Frequency Foundry offers members a scalable, intuitive, and affordable digital citizen relationship management (CRM)/311 solution through its Signal system. Built on the Microsoft Dynamics 365 and Azure platforms, Signal allows you to manage service requests and engage with residents seamlessly. Contact Charles Finstad for more information and preferred pricing.

Careers

Medical Officer of Health - Chatham-Kent Public Health. The Medical Officer of Health plays a significant role in shaping organizational ethics and values by communicating and consistently exemplifying them. Closing Date: May 30.

Web Applications Analyst - County of Simcoe. The role provides technical expertise in support of websites and web-based applications used throughout the County and by its affiliated partners. Apply online by June 2.

Database Applications Specialist - County of Simcoe. Responsible for the overall technical management of large and complex database systems including systems security, authorized access, and business continuity. Apply online by June 2.

Senior Manager, Financial Planning & Reporting - City of Markham. Responsible for developing and coordinating the preparation of corporate operating and capital budgets and forecasts. Apply to arthur@wmc.on.ca by June 24.

Manager, Waste Management - County of Peterborough. Responsibilities include the management of existing waste diversion programs, research and development of new programs, materials collection contract administration. Apply online by June 3.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal

governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

AMO's Partners



*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



June 2, 2022

In This Issue

- Call for nominations to AMO Board of Directors.
- Save the Date - *Conservation Authorities Act* webinar.
- Request your delegation meetings at AMO 2022.
- New date for AMO's Advanced Land Use Planning training - June 14.
- Jump-start your digital transformation with an e-signature solution.
- Ministry webinars for energy reporting.
- Tuned up your car? How about your buildings?
- Nominate your town to win an epic concert!
- Careers.

AMO Matters

In accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2022-2024 AMO Board of Directors. [Nomination package available here.](#) To participate in the AMO Board of Directors election and caucus lunches, make sure to choose your caucus when [registering](#) for the 2022 AMO Conference.

On Wednesday, June 22 at 1:30 pm Conservation Ontario and AMO will host a webinar on the recent Phase II regulations to the *Conservation Authorities Act*. Registration details coming soon.

Eye on Events

Delegation meetings with Cabinet Ministers are a key feature of the AMO Conference experience. You can now request an in-person meeting with a minister or parliamentary assistant at the AMO conference. The **deadline to submit your request is June 24, 2022**. To request a meeting click [here](#). To register for AMO 2022 click [here](#).

AMO's advanced land use planning training provides the supports and insights Ontario's elected officials need in the strategic decision making and management of the many facets of land use planning. This training is for elected officials only. Limited space available for the June 14 session. Register [here](#).

As municipalities move from paper to electronic filing, authentication of these files is a critical challenge. On June 22 at 12 pm ET, join AMO's partner, Notarius, and learn how ConsignO Cloud can reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer. [Register here.](#)

LAS

We're in the home stretch – less than a month left! Ministry hosted reporting webinars will be from 11am to 12pm on June 7 and 21. O. Reg. 507/18 reporting for energy used in 2020 is due by July 1, 2022. For questions, email BPSSupport@ontario.ca.

Keep your buildings tuned up for optimal efficiency. The IESO and Stephen Dixon are hosting a free webinar, *Building Tune Up - Existing Building Commissioning* on June 23 at 2 pm. Limited space available - [register here](#) by Friday June 10 to secure your spot. Contact LAS for more [Energy Training](#) workshops!

Municipal Wire*

Bringing big sounds to small communities across Canada - [SiriusXM Music Town](#) is bringing a once-in-a-lifetime concert experience to four lucky communities in Canada. Nominate your town now for the chance to host the biggest show its ever seen!

Careers

Chief Information Officer - City of Brampton. Oversight and accountability over a broad portfolio of digital, information and technology and related programs and services. Apply to arthur@wmc.on.ca by June 27.

Executive Assistant to the Deputy Chief Administrative Officer/Treasurer - Town of Georgina. Responsible for providing administrative support to the, including handling sensitive political and human resource issues; preparing correspondence and reports. [Apply online](#) by June 12.

Director & Chief, Paramedic Services - County of Simcoe. Responsible for the strategic and innovative planning with operational accountability of the County's Paramedic Services. [Apply online](#) by June 10.

General Manager - Conservation Ontario. Responsible for the strategic leadership in the development and implementation of policies and programs. Apply to careers@waterhousesearch.ca by June 17.

Economic Development Officer (EDO) - Township of Espanola. A leadership role in promotion of four communities, and for creating strategies and programs to enhance the business environment. Apply to town@espanola.ca by June 15.

Inquiry Officer, Designated Bilingual (English-French) - The Ministry of Labour, Training and Skills Development. You will provide detailed information on the program requirements of the Ontario Immigrant Nominee Program with exceptional customer service to resolve client concerns and inquiries. [Apply online](#) by June 14.

Project Manager, Capital Engineering - Town of New Tecumseth. This position is responsible for the management and coordination of assigned capital projects,

programs, and studies related to the implementation for all aspects of municipal infrastructure. Apply online by June 28.

About AMO

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Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

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City Council Outstanding Reports List

Sub-Item 13

Reports by Strategic Pillar

Cultural	1	Economic	4
Environmental	3	Social	23

Reports Related to Strategic Plan 31

Reports Unrelated to Strategic Plan 3

Updated: June 2, 2022

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Cultural	2020-15	19-Oct-20	Littleton / Siscoe / Harris	Report back on excluding 101 Oakdale Avenue, 25 Duke Street and 160, 168, 174, 176 St. Paul Street from the register of non-designated cultural heritage properties. Report to include update on the request for the property owners of 101 Oakdale Avenue and 25 Duke Street to attend a Heritage Committee meeting about their request to be excluded. Report to include update on correspondence from 160, 168, 174, 176 St. Paul Street requesting exclusion from the register.	PBS	July 18, 2022	Follow-up report to PBS-111-2020. See General Committee minutes from October 19, 2020. Due to the effects of the COVID-19 pandemic on downtown businesses, staff will report back to Council once the downtown economic climate strengthens. Staff will report back on 25 Duke Street upon completion of renovations at the property
Economic	2019-22	15-Jul-19	Townsend	Amend sign by-law to permit digital signage on City-owned properties and buildings, including the appropriateness and ability to include third-party advertising as part of digital signage on City-owned properties.	PBS / COMMS	July 18, 2022	Appeal Information Report - Application for Sign By-law Variance; 142 St. Paul Street; Owner: 2400795 Ontario Inc. was deferred 8-12-19 until ORL #2019-22 is presented to Council. COVID delayed.
Economic	2021-11	10-May-21	Social Pillar / Garcia	That the diverse supplier policy proposal from the Anti-Racism Advisory Committee, as amended, be sent to City Council to request a report back by the end of Q4 2021 from City staff on the development of a Diverse Supplier Policy.	FMS	Q3 2022	Council approved a complementary motion from Cllr Garcia at the meeting of February 28, 2022. See Council Minutes Item 10.1 from February 28 for full motion
Economic	2021-14	10-May-21	Surplus Lands Dev TF	That staff be directed to prepare a report regarding 2 Facer Street, including condition of the facility and the potential to declare the property surplus with consideration to not displacing the existing tenant.	FMS / EFES	Q2 2022	
Environmental	2020-18	16-Nov-20	Townsend / Sorrento	That staff be directed to prepare a report on the costs associated with beautifying the Bunting Road corridor between Scott Street and the Garden City Skyway to include tree planting, grassed boulevards, floral, etc.	EFES	Q2 2022	From Nov. 18, 2020 GC meeting (formerly BSC) - That \$50,000 for a visioning or master streetscape plan to recommend improvements to the Bunting Road corridor be included in the Draft 2022 Operating Budget
Environmental	2021-24	18-Oct-21	Porter	Prepare a report with information on the following: •Tree management and protection policy, with a focus on construction •Feasibility of a fee for service agreement with the Region to have city take over tree planting and maintenance on Regional Roads •Mandatory tree planting on boulevards	MW	Q2 2022	Information will be provided as a memo
Environmental	2022-10	25-Apr-22	Townsend	Report back on a workplan to plant 100,000 trees over the next 10 years – developed as a Corporate-wide focus for all appropriate departments, with information on financial and staffing resources required, and potential community partnerships and grants to achieve the planting goal. Include information on the reforestation of Walkers Creek and Malcolmson Eco-Park and an enhanced maintenance plan for trees	MW / EFES / CRCS / FMS	2022	Residents, businesses, organizations and schools to be challenged to commit to planting to total of 500,000 trees in 10 years in the city (inclusive of the City's 100,000 promise). Efforts of the community-wide challenge be monitored and promoted by the City.
Social	2019-12	15-Apr-19	Porter	Review of Citizen Appointments to Boards and Committees Policy	LCS	Q2 2022	Report postponed due to COVID-19. See Council Minutes of April 15, 2019, Item 8.2, for original motion. Report to include info on a "statement of interest" for future appointments of elected officials to boards and commissions
Social	2019-23	15-Jul-19	Littleton	Opportunities and strategies for the City to support neighbourhood associations and neighbourhood-based community groups, including best practices and information gathered from the forum	CRCS	Q4 2022	Staff report will come forward following the neighbourhood association forum. Forum was scheduled for March 28, 2020 but was postponed due to the COVID-19 pandemic
Social	2019-29	09-Sep-19	Littleton	Report back on the existing street naming process with ways to include more public engagement, perhaps similar to the park naming process	PBS	July 18, 2022	
Social	2021-02	18-Jan-21	Miller	Repeal / review and update the City's loitering by-laws and report back to Council	MW	Q2 2022	Staff to provide a memo to Council noting issue will be included in Pilot study with Gateway of Niagara
Social	2021-04	18-Jan-21	Social Pillar	Produce a report on amending Facility and Design Standards (FADS) in the following sections: Section 4.2.7 Universal Washrooms and Section 4.5.2 Outdoor Recreational Facilities – Playground	CRCS / EFES	Q2 2022	See Council Minutes of January 18, 2021 for what is to be included in the report
Social	2021-12	10-May-21	Social Pillar	Amend current by-law for erection of signs and advertising devices to state that no person shall display or cause to be displayed a sign that bears a hate message or a logo, crest or graphic that would convey such a message	PBS / LCS	Q2 2022	

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Social	2021-13	10-May-21	Social Pillar	That staff provide a report by Q4 2021 on the options for improving accessibility of the Carousel to make it more inclusive	CRCS / EFES	Q2 2022	Information will be provided as a memo
Social	2021-18	9-Aug-21	Social Pillar	Amend By-law 2007-295 (a By-law to address Public Nuisances) under Section 2 "Prohibitions" to add: "No person shall, in a public place, unnecessarily interfere with another person's use and enjoyment of the Public Place by using abusive or insulting language as a personal invective."	LCS	Q2 2022	Staff report to also include information on adding "aggressive behaviour" to the Public Nuisances by-law
Social	2021-21	27-Sep-21	Garcia	Review issues with bird feeders and seed		2022	Include what other municipalities are doing
Social	2021-23	18-Oct-21	Siscoe	Stop signs for Coronation Boulevard at Vansickle Road North and options for the creation of a safe crosswalk and other appropriate traffic calming measures in the school zone at the intersection of Dufferin and George Street	EFES	Q3 2022	Appropriate Councillors have been contacted to advise that the required studies and collection of data can only be done in the Spring / Summer
Social	2021-22	4-Oct-21	Miller	Prepare a report exploring options for improving accessibility for those with invisible disabilities, including, but not limited to, providing closed captioning on livestreamed videos and identification options for those with invisible disabilities who are working at or otherwise accessing City facilities	CAO	2022	Consult with the Accessibility Advisory Committee in the creation of the report.
Social	2021-26	15-Nov-21	Social Pillar	Prepare a report regarding the Anti-Racism Advisory Committee's recommendations on a Racist / Hate Incident Response Protocol	CAO	2022	See Social Sustainability Minutes of November 4, 2021, page 45, for the Committee's recommendations on a Racist / Hate Incident Response Protocol.
Social	2021-28	15-Nov-21	Social Pillar	What Council can do to support initiatives in the motion from Anti-Racism Advisory Committee, and referred by the Social Sustainability Committee, regarding Calls to Action in the Wake of the London Islamophobic Attack.	CAO	2022	See Social Sustainability Minutes of November 4, 2021, page 40, for the Committee's recommended Calls to Action in the Wake of the London Islamophobic Attack.
Social	2021-30	29-Nov-21	Siscoe	Traffic calming on Dufferin Street East	EFES	Q3 2022	Appropriate Councillors have been contacted to advise that the required studies and collection of data can only be done in the Spring / Summer
Social	2021-31	29-Nov-21	Dodge	Prepare a report on the suitability of modifying Bylaw 89-2000 to permit vehicles to legally park within the confines of a residential driveway apron subject to specific safety and operational constraints	EFES	Q4 2022	
Social	2022-04	17-Jan-22	Porter	Report back on a policy for warming / cooling centres	CRCS / EFES	Q3 2022	
Social	2022-05	07-Mar-22	Littleton	Alternatives to current road configuration on Oakdale Avenue, including crosswalks, traffic calming, traffic humps and bike lanes.	EFES	Q3 2022	Appropriate Councillors have been contacted to advise that the required studies and collection of data can only be done in the Spring / Summer
Social	2022-07	28-Mar-22	Porter / Garcia	Prepare a report regarding item of correspondence from Friends of 12 Mile Creek with information on the questions posed in the item of correspondence.	CAO	Q2 2022	See Council Correspondence Report from March 28, 2022, Sub-Item 6, for the item of Correspondence.
Social	2022-11	25-Apr-22	Miller	Update Housing Action Plan to include emphasis on affordable housing	PBS	Q3 2022	
Social	2022-12	25-Apr-22	Mayor	Prepare a report on the creation of an Indigenous Relations Advisor position, including a job description developed in collaboration with the Niagara Regional Native Centre and a potential workplan. Workplan to include possibility of collaborating with St. Catharines Library and FirstOntario Performing Arts Centre	CAO / CSS	2022	Requested return date of Q3 2022. Funding for the position to be referred to the 2023 annual operating budget deliberations
None	2021-27	15-Nov-21	Williamson	Respond to the item of correspondence from Marianne Murray regarding Regional Road 87, including the legal questions raised by Ms. Murray	LCS	2022	Item of correspondence included as additional correspondence from meeting of November 15, 2021
None	2019-47	16-Dec-19	Miller / Mayor Sendzik	That the request for funds to be used to record in-camera meetings be referred to 2020 for a report including the upgrading of screening services for all meetings (open and closed sessions).	LCS	2022	
None	2022-06	07-Mar-22	Porter	Information on a lobbyist registry for St. Catharines and the possibility of a fee-for-service agreement with the Niagara Region	LCS	2022	Information will be provided as a memo

Follow Up Reports

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2020-17	09-Nov-20	Mayor Sendzik	That Council bring back the Accessory Dwelling Unit Program in 2022 to come back as part of an update on the overall CIP program annual report.	PBS		Follow up report to PBS-154-2020 and PBS-048-2022.
Social	2020-07	24-Feb-20	Porter	Revised Graffiti Program: Consult with the community, the relevant cultural committees and downtown stakeholder groups to modernize the graffiti program and by-law by 2021.	PBS	September 12, 2022	Follow up report. Initial report (PBS-010-2020) approved February 10, 2020. Delayed due to COVID.
Social	2022-03	17-Jan-22	Phillips	That staff report back with additional information on the boat launch	CAO	2022	Follow up report to CAO-004-2022. See Council minutes of January 17, 2022
Social	2022-08	11-Apr-22	Miller	Success of the 2022 beach strategy, residential beach parking permits and recommended amendments to the beach strategy, including discounted parking passes for seniors and variable pricing for parking	CAO		Follow up report to CAO-044-2022. See Council minutes of April 11, 2022. Report back to Council before the 2023 beach season



Corporate Report City Council

Report from: Planning and Building Services, Administration

Report Date: May 5, 2022

Meeting Date: May 30, 2022

Report Number: PBS-081-2022

File: 68.31.1 & 68.81.1

Subject: The Creation of Administrative Penalties for Violations of the City's Waste By-law and Long Grasses and Weeds By-law.

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Social Well-Being



Recommendation

That Report PBS-081-2022, regarding The Creation of Administrative Penalties for Violations of the City's Waste By-law and Long Grasses and Weeds By-law be referred to City Council for consideration of the Staff Recommendation after a public meeting to be scheduled for June 13, 2022, for which notice will be duly given.

Staff Recommendation

That Council approves an amendment to Schedule "B" of the Non-Parking Administrative Penalties By-law 2021-68, to include the City of St Catharines Waste By-law 2020-106 as amended, and the City of St. Catharines Grasses and Weeds By-law 2014-22 as amended, as Designated By-laws as attached in Appendix "1"; and

That the City Solicitor be directed to prepare the necessary by-law amendments.

Relationship to Strategic Plan

The recommendation of Report PBS-081-2022 supports the Social Well-Being strategic goal of Council's Strategic Plan to building and support strong, inclusive neighbourhoods that provide high quality of life for residents of all ages.

Background

The By-law Enforcement section of the Planning and Building Services Department is embarking on a review of existing municipal by-laws. In 2021, Council approved a Non-

Parking Administrative Penalties By-law 2021-68 to set the foundation for a modernization of by-law enforcement efforts. The first Administrative Monetary Penalty System (AMPS) application was to the City's Short-term Rental By-law. As the summer season approaches, the next by-laws to be included in the AMPS by-law is the City's Waste By-law and Grasses and Weeds By-law. Further municipal by-laws will be reviewed and added accordingly. The purpose of this report is the inclusion of the City's Waste By-law and Long Grasses and Weeds By-law into the Non-Parking Administrative Monetary Penalty System for more effective enforcement.

Report

The City's Waste By-law 2020-106 and Grasses and Weeds By-law 2014-22 can be included as Designated By-laws under the City's Non-Parking Administrative Penalties By-law 2021-68. As such, administrative penalties can be imposed on a non-compliant property and may expedite compliance based on the monetary penalty amounts that can be accumulated. A modernized progressive penalty system is recommended (tier 1, tier 2, tier 3), to address problematic properties. As non-parking administrative penalties are added to the property tax roll if not paid, the municipality not only has leverage to ensure penalty payment, but a tiered system also holds repeat offenders more accountable based on increasing penalty amounts. A tiered penalty system mitigates issues with property owners who rely on a process of waiting for a citizen complaint to be filed, waiting for an Order to be issued by a By-law Officer, and then the City performing the work after a period of non-compliance. This approach is sometimes purposely utilized as it can be more costly to employ a property maintenance company for an entire season to ensure the minimum standards are met, as opposed to a few documented occurrences per year which will result in a bill from the City. In matters of repeat non-compliance, an administrative penalty can be issued in addition to an Order for non-compliance requiring remedial action and can also be issued for every day that the violation continues.

Penalties

With respect to Local Area Municipalities (LAMs), at least seven other municipalities in the Niagara Region have administrative penalties for waste on property and long grass / weeds:

Municipality	Penalty Amount for Waste	Penalty Amount for Long Grass
Welland	\$400-\$800	\$400-\$800
Thorold	\$200	\$150
Fort Erie	\$500	\$500
Wainfleet	\$300	\$100
NOTL	\$200	\$200
West Lincoln	\$200	\$200
Port Colborne	\$300	\$300
St. Catharines	\$250-\$750	\$250-\$750

The City of Welland is the only municipality in Niagara Region that has a tiered system for clean-yards related violations, where it is \$400 for a first offence and \$800 for every second and subsequent offence. The proposed penalty structure (Appendix “1”) for the City of St. Catharines, has a similar progressive penalty structure ranging from \$250-\$750 for non-compliance.

Repeat Offenders

The tiered AMPS penalty structure provides additional enforcement tools for the By-law Enforcement Division to address problematic properties and repeat offenders. Properties that receive repetitive attendance for non-compliance where compliance with an Order to Comply was obtained, but the conditions return a few weeks later, can receive a penalty notice in addition to receiving an Order to Comply to remedy the issue.

Financial Implications

Administrative Penalties administered for non-compliance will be collected in the same manner as property taxes. Utilizing an AMPS for waste and long grass complaints will require less By-law Division staff time to prepare prosecution briefs and attend court for matters of non-compliance. In addition, the ability to serve a penalty notice by mail or posting to property without a requirement to personally serve, reduces staff time lost attempting to serve court documents and those purposely evading prosecution. A five-year sample taken from 2017-2021 revealed that on average there are 634 long grass and weeds complaints and 740 waste on property complaints received by the By-law Enforcement Division annually, for a total of 1,374 complaints. Based on a voluntary compliance rate of 95%, it is estimated that approximately 69 AMPS penalty notices would be issued per year for long grass / weeds and waste. Not including repeat offenders for higher penalties, that would be approximately \$17,250 in monetary penalties administered annually for non-compliance.

Conclusion

The City's By-law Enforcement most effective method to ensure landowners maintain minimum maintenance standards on their property requires administrative penalties for non-compliance. Implementing AMPS for the City's Waste By-law and Grasses and Weeds By-law violations will decrease timelines to obtain compliance based on increased penalties for non-compliance and will significantly decrease the amount of time required to prosecute for matters of non-compliance. Furthermore, penalties that can be applied directly to the tax roll of the property, will result in a higher probability of recovering monetary penalties imposed and obtaining compliance from property owners.

Prepared and Submitted by

Paul Chudoba
Manager By-law Enforcement and Licensing

Approved by

Tami Kitay
Director Planning and Building Services

Sandor Csanyi
Acting Director Clerks and Legal Services

Appendices

- Appendix “1” - Amendment to Schedule “B” of the City of St. Catharines By-law 2021-68.

X. DESIGNATED BY-LAW PROVISIONS – WASTE BY-LAW [BY-LAW 2020-106]

For the purposes of this By-law:

X.1 Column 1 in the following table lists the provisions in the corresponding by-law that are hereby designated for the purpose of establishing an administrative monetary penalties system.

X.2 Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in column 1.

X.3 Column 3 (“Administrative Penalty Tier 1”) sets out the Administrative Monetary Penalty amounts that are payable for the first (1st) contravention of the designated provision listed in Columns 1.

X.4 Column 4 (“Administrative Penalty Tier 2”) sets out the Administrative Monetary Penalty amounts that are payable for a second (2nd) contravention of the designated provisions listed in Column 1 by the same person(s) within a six (6) month period since the penalty notice was issued for the first (1st) contravention of the designated provision in Column.

X.5 Column 5 (“Administrative Penalty Tier 3”) sets out the Administrative Monetary Penalty amounts that are payable for a third (3rd), or greater, contravention of the designated provisions listed in Column 1 by the same person(s) within a one (1) year period since the previous penalty notice was issued for the second (2nd), or greater, contravention of the of the designated provision in Column 3.

ITEM	COLUMN 1 Designated Provisions	COLUMN 2 Short Form Wording	COLUMN 3 Administrative Penalty Tier 1	COLUMN 4 Administrative Penalty Tier 2	COLUMN 5 Administrative Penalty Tier 3
1.	5.1	Fail to comply with a Waste By-law Order	\$250	\$500	\$750
2.	5.7	No person shall hinder or obstruct an officer	\$300	\$500	\$750

X. DESIGNATED BY-LAW PROVISIONS – MAINTENANCE OF GRASSES AND WEEDS [BY-LAW 2004-122]

For the purposes of this By-law:

X.1 Column 1 in the following table lists the provisions in the corresponding by-law that are hereby designated for the purpose of establishing an administrative monetary penalties system.

X.2 Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in column 1.

X.3 Column 3 (“Administrative Penalty Tier 1”) sets out the Administrative Monetary Penalty amounts that are payable for the first (1st) contravention of the designated provision listed in Columns 1.

X.4 Column 4 (“Administrative Penalty Tier 2”) sets out the Administrative Monetary Penalty amounts that are payable for a second (2nd) contravention of the designated provisions listed in Column 1 by the same person(s) within a six (6) month period since the penalty notice was issued for the first (1st) contravention of the designated provision in Column.

X.5 Column 5 (“Administrative Penalty Tier 3”) sets out the Administrative Monetary Penalty amounts that are payable for a third (3rd), or greater, contravention of the designated provisions listed in Column 1 by the same person(s) within a one (1) year period since the previous penalty notice was issued for the second (2nd) or greater, contravention of the of the designated provision in Column 3.

ITEM	COLUMN 1 Designated Provisions	COLUMN 2 Short Form Wording	COLUMN 3 Administrative Penalty Tier 1	COLUMN 4 Administrative Penalty Tier 2	COLUMN 5 Administrative Penalty Tier 3
1.	3	Fail to ensure grasses and weeds on land are no more than 20cm in height	\$250	\$500	\$750
2.	3.1	Fail to ensure grasses and weeds on abutting boulevard are no more than 20cm in height	\$250	\$500	\$750



Corporate Report City Council

Report from: Financial Management Services, Billing

Report Date: May 31, 2022

Meeting Date: June 13, 2022

Report Number: FMS-096-2022

File: 77.39.1

Subject: Municipal Special Event Parking and Associated Rates and Fees

Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Economic, Social and Cultural



Recommendation (to be considered June 13, 2022)

That Report FMS-096-2022, regarding Municipal Special Event Parking and Associated Rates and Fees, be referred to City Council for consideration of the Staff Recommendation after the Public Meeting on June 27, 2022, for which notice will be duly given.

Staff Recommendation (to be considered June 27, 2022)

That major events at Montebello Park be subject to the Special Events Parking fee; and

That the Special Events parking fee be charged at any lot managed, owned or under contract by the City; and

That the minimum Special Events Parking fee during major special events be set at \$5.00; and

That the Director of Financial Management Services / City Treasurer be provided delegated authority to facilitate a dynamic pricing model for the Special Events Parking fee to a maximum of \$20.00; and

That the necessary changes to Schedule B of By-law 89-305 to facilitate the above measure be made; and

That Council approve the amendment to By-law 2021-101, 2022 Rates and Fees By-law, to provide for the Special Event Parking Fee range of minimum of \$5.00 to a maximum of \$20.00; and

Further, that the City Solicitor prepare the necessary by-laws.

Summary

As a result of the large-scale events happening during the period between June 30, 2022, and July 3, 2022, the City will see a significant number of visitors to the downtown core. When assessing the potential impacts of these events on the parking system and considering one of the key objectives of parking operations is to manage parking demand and meet parking users' needs, staff felt it was an opportunity to reevaluate the Special Event Parking program.

To support the upcoming large events with the current resources at the City's disposal, it is recommended that the following changes be made to the Special Events Parking program:

That the Special Event Parking fee be used for events at Montebello Parking. Currently, the Special Event Parking fee is only implemented for events at the Meridian Centre and Partridge Hall at the FirstOntario Performing Arts Centre. The capacity of Montebello Park is 15,000 people, which is significantly higher than the capacity of both the Meridian Centre and the FirstOntario Performing Arts Centre.

That the minimum fee be \$5.00 but with the ability to have dynamic pricing for large scale events to a maximum of \$20.00. The dynamic pricing model would only be considered at the discretion of the Director of FMS / City Treasurer for one-off events that are significant in scale and not the standard homegrown events such as Niagara IceDogs and Niagara River Lions games or events at the FirstOntario Performing Arts Centre that currently occur. The dynamic pricing model will consider the proximity of the parking lot to the venue and / or the scale of the event.

That the Raymond Street Parking Lot, the Riordon Street Parking Lot, the William Street Parking Lot, Garden City Arena Complex, the Market Square Parking Lot, the Library Parking Lot or any other lot managed, owned or under contract by the City be subject to the Special Event Parking fee depending on the location and scale of the event.

Relationship to Strategic Plan

Economic Prosperity

- Continue to implement the Economic Development Strategy with particular focus on investments, employment, and partnerships to attract, retain, and grow the economy of the City.

Social Well Being

- Improve transportation and overall connectedness.

Cultural Renaissance

- Support cultural festivals and events that build civic pride, encourage local engagement and attract people to the community.

Background

With the opening of the Meridian Centre and the FirstOntario Performing Arts Centre there was a need to charge for parking for major special events in the downtown to help ensure the long-term financial sustainability of the parking system.

At the meeting of September 8, 2014, [Report TES-249-2014](#) was approved by Council to set a Special Event parking fee for events of municipal significance at \$5.00 for evening and weekend special events for patrons entering the garages.

The Special Events parking fee was then added to municipal parking lots within the downtown core at the meeting of September 28, 2015 (see [Report TES-248-2015](#)).

Live Nation's "Born & Raised" is the first in a series of in-person events coming to St. Catharines this summer. In conjunction with this event, the Meridian Centre will host the "Cirque Du Soleil – Crystal" over the same weekend. With the resurgence of these types of community gatherings, it will facilitate our community's economic and social recovery, kick start the revival of the live arts industry, employ artists and arts workers, provide a boost to consumer confidence as it relates to arts attendance, and strengthen community pride.

The Niagara Region has long been a destination for tourism, and with the realization of the culture cluster in downtown St. Catharines, including the FirstOntario Performing Arts Centre, Meridian Centre and the Marilyn I. Walker School for the Fine and Performing Arts, St. Catharines is a destination for arts and entertainment.

Considering the most recent events and that the Special Event Parking program has not been reviewed since 2015, staff felt it was an opportunity to update the Special Event Parking program.

Report

In 2014, Council approved the charging of a fee for large scale events at the FirstOntario Performing Arts Centre and Meridian Centre. There are a number of benefits to charging for parking, which are as follows:

- Charging for parking can be an influential tool to influence travelers' decisions about whether to drive alone, carpool, use of public transit or other modes of transportation. However, the influence of parking fees on travel demand is also contingent on charging a fee commiserate with the scale of the event.
- Reducing the number of vehicles, especially single occupancy vehicles, travelling to events is in keeping with several City mandates including greenhouse gas emissions, encouraging the use of active modes of transportation, encouraging the use of public transit, and encouraging an active lifestyle.

- There are a finite number of parking spaces in the downtown. Depending on the scale of the event, it's possible that the demand for parking may exceed the supply. Reducing the demand for parking can alleviate congestion and improve access in the downtown as patrons drive around seeking parking options.
- Charging for parking during special events will also provide an opportunity for the City to generate revenue.

As part of the review of the existing Special Event Parking program, the following three areas were assessed:

- When to charge the Special Event parking fee.
- How much to charge for parking.
- Which parking lots will be subject to the fee.

When To Charge for Parking

The Special Events parking fee is currently charged for events at the Meridian Centre and at Partridge Hall FirstOntario Performing Arts Centre. The event has to be of sufficient size for the Special Event Parking fee to be implemented.

The Special Events Parking fee is not currently charged for events at Montebello Park. The capacity for Montebello Park is 15,000 people, which is significantly larger than the capacity of the FirstOntario Performing Arts Centre and the Meridian Centre. Given this, for certain events, there is merit in utilizing the Special Event Parking fee.

How Much To Charge for Parking

The Special Event Parking fee is currently \$5.00 with the exception of the David S. Howe's lot adjacent to the Meridian Centre, which is \$10.00. Staff are proposing no changes to the minimum \$5.00 fee but feel there is merit in introducing a dynamic pricing model based on both the proximity of the lot to the venue, which is what is currently occurring at the David S Howe's lot, but also on the scale of the event. The dynamic pricing model would only be considered for one-off events that are of significant scale and not the standard events that currently occur. The Director of Financial Management Services / City Treasurer would have delegated authority to determine when and where dynamic pricing would be applicable with a maximum fee of \$20.00.

The benefits of dynamic pricing, especially for large-scale events, include the following:

- Potentially reduce the parking demand as attendees may choose to carpool or use other modes of transportation. Given that there is a finite supply of parking in the downtown, reducing the overall demand for parking for very large-scale events could be beneficial.
- Allows for the differentiation of parking based on price point. With a flat rate parking structure, there is no incentive to park further away from the venue beyond parking availability.
- It allows the City to generate some additional revenue.

Which Parking Lots Will Be Subject to the Fee

While there will be options for public transit and off-site parking, it is expected that many attendees will still opt to travel by car into the downtown area. Parking will need to be accommodated in the more immediate area of the venue and if there are available City lots in close proximity it presents some revenue generating opportunities. Currently, only the Carlisle Street Garage, Ontario Street Garage, Garden Park lot, Head Street lot, Race Street lot, and David S Howe's lot are subject to the Special Event Parking fee. Which lots are subject to the fee is determined by the location of the event. For example, not every lot noted is subject to the fee for events at the FirstOntario Performing Arts Centre.

Staff are of the opinion that there is merit to expand the number of lots that could be subject to the Special Events Parking fee, especially if the fee will be used for events at Montebello Park. As such, staff are proposing that the fee also be charged at the Raymond Street Parking Lot, the Riordon Street Parking Lot, the William Street Parking Lot, Garden City Arena Complex, the Market Square Parking Lot, the Library Parking Lot and any lot managed, owned or under contract by the City (see Appendix 1). Like dynamic pricing, charging a fee for these lots would be based on the location and scale of the event.

Financial Implications

Although there will be operational costs associated with the addition of Special Event Parking at other municipal lots it is estimated that revenue generated will more than offset these expenditures, it will generate other additional revenue generating opportunities which contribute to the long-term financial stability of the downtown parking system. Special Event Parking revenues also support the St. Catharines Cultural Investment Program (SCCIP). This support has been significantly impacted by the COVID-19 pandemic and the expansion of the lots subject to Special Event Parking provides the opportunity to provide additional funds for the SCCIP.

Environmental Sustainability Implications

Shared mobility is one of the most environmentally friendly transit alternatives. The three most prominent benefits of using Public Transit over single-occupancy vehicles included the reduction of carbon emissions, air pollution and congestion on the roads – including traffic.

Conclusion

Staff is not recommending any to changes to the current \$5.00 fee but are of the opinion that there is an opportunity in introducing a dynamic pricing model based on the proximity of the parking lot to the event. The dynamic pricing model would only be considered at the discretion of the Director of FMS / City Treasurer for one-off events that are significant in scale and not the standard homegrown events such as Niagara IceDogs and Niagara River Lions games or events at the FirstOntario Performing Arts Centre that currently occur. Charging for parking can influence travellers' mode of transportation and it keeps with several City mandates including greenhouse gas emissions, encouraging the use of active modes of transportation, encouraging the use of public transit, and encouraging an active lifestyle while allowing the City to generate revenue.

Notifications

It is in order that the St. Catharines Downtown Association, the Meridian Centre and the FirstOntario Performing Arts Centre be notified.

Prepared and submitted by

Lisa Read
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Steve Bittner
Transportation Technologist

Approved by

Kristine Douglas, CPA, CMA
Director of Financial Management Services / City Treasurer

Anthony Martuccio
Director of Engineering, Facilities and Environmental Services

Appendices

1. Downtown Municipal Parking Map

DOWNTOWN MUNICIPAL PARKING

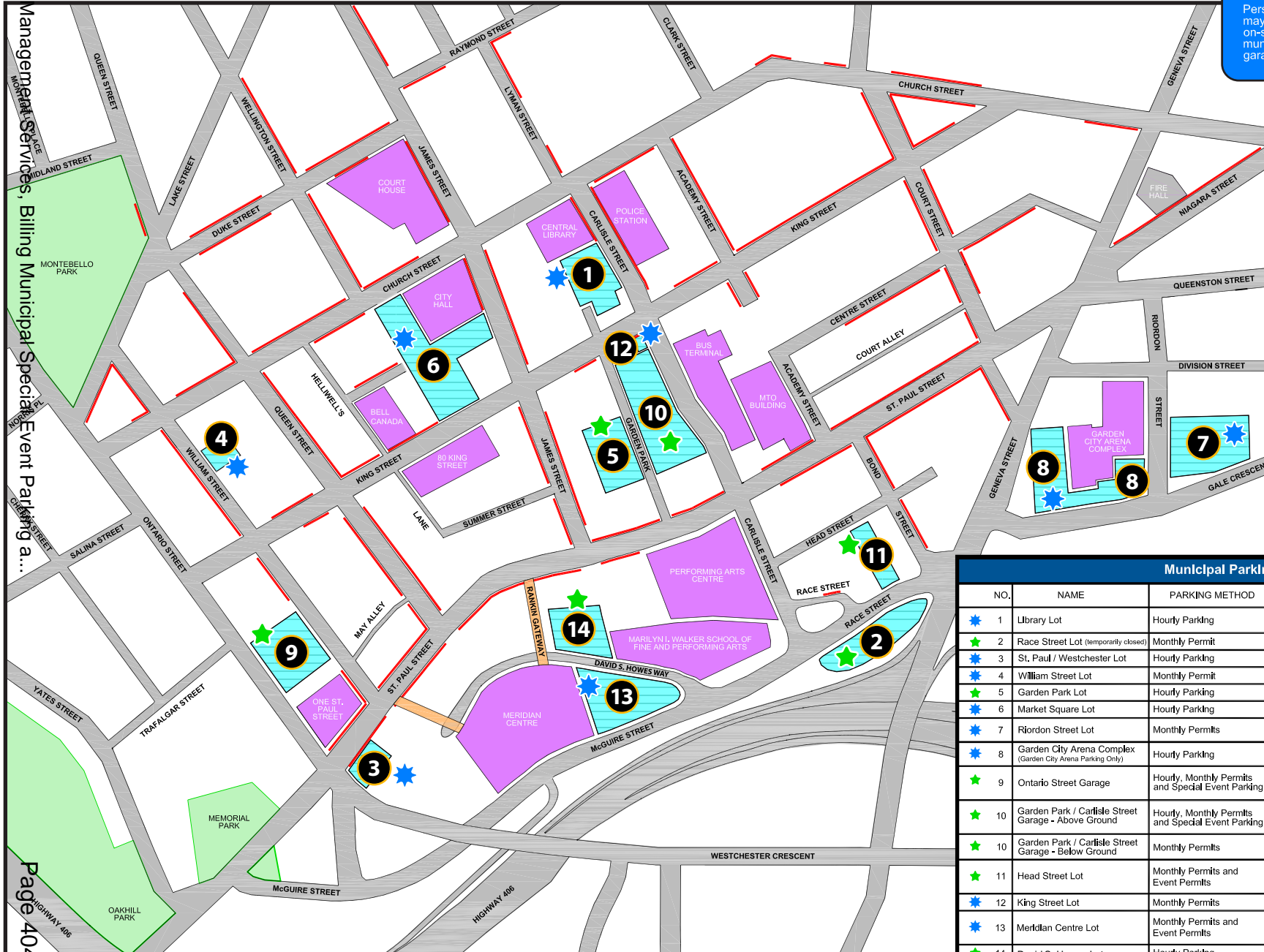
1



Accessible Parking

There are 87 designated accessible parking spaces throughout the Downtown.

Persons displaying a valid accessible permit may park for FREE up to three hours at any on-street parking meter or at any hourly municipal parking lot, excluding the parking garages.



Municipal Parking Facilities					
NO.	NAME	PARKING METHOD	INFORMATION / RATES	TOTAL SPACES	
★ 1	Library Lot	Hourly Parking	Mon. - Fri. 8 a.m. - 6 p.m. \$1.50/hr 3hr max. anytime	77	4
★ 2	Race Street Lot (temporarily closed)	Monthly Permit	\$65/month	54	—
★ 3	St. Paul / Westchester Lot	Hourly Parking	\$1.50/hr	21	2
★ 4	William Street Lot	Monthly Permit	\$65/month	19	1
★ 5	Garden Park Lot	Hourly Parking	\$1.50/hr 3hr max.	69	2
★ 6	Market Square Lot	Hourly Parking	\$1.50/hr 3hr max.	117	4
★ 7	Riordon Street Lot	Monthly Permits	\$50/month	83	—
★ 8	Garden City Arena Complex (Garden City Arena Parking Only)	Hourly Parking	Free 2hr for Garden City Arena Complex patrons only	77	4
★ 9	Ontario Street Garage	Hourly, Monthly Permits and Special Event Parking	Mon. - Fri. 8 a.m. - 6 p.m. \$1.50/hr or \$12/day \$81.50/month \$5 flat fee for special event parking	476	4
★ 10	Garden Park / Carlisle Street Garage - Above Ground	Hourly, Monthly Permits and Special Event Parking	Mon. - Fri. 8 a.m. - 6 p.m. \$1.50/hr or \$12/day \$81.50/month \$5 flat fee for special event parking	528	24
★ 10	Garden Park / Carlisle Street Garage - Below Ground	Monthly Permits	Mon. - Fri. 8 a.m. - 6 p.m. \$95/month	82	2
★ 11	Head Street Lot	Monthly Permits and Event Permits	Mon. - Fri. 8 a.m. - 6 p.m. \$65/month Mon. - Fri. 6 p.m. - 8 a.m. Sat. - Sun. all day	42	—
★ 12	King Street Lot	Monthly Permits	\$75/month	8	—
★ 13	Meridian Centre Lot	Monthly Permits and Event Permits	Mon. - Fri. 8 a.m. - 6 p.m. \$65/month Mon. - Fri. 6 p.m. - 8 a.m. Sat. - Sun. all day	110	30
★ 14	David S. Howes Lot	Hourly Parking	\$1.50/hr 3hr max.	24	—
	On-Street Metered Parking	Various Locations	Mon. - Fri. 9 a.m. - 6 p.m. \$1.50/hr 3hr max.	56	4

Hourly Parking Lots from 9AM to 6PM Monday to Friday and Monthly Permit Lots from 8 a.m. to 6 p.m. unless otherwise specified.

On-Street
Metered Parking

Municipal
Parking Lots

Current Special
Event Parking

Not Currently Designated
as Special Event Parking



By-laws to be considered Monday, June 13, 2022

- (a) A By-law to authorize the execution of shareholder resolutions passed at the annual shareholder meeting of St. Catharines Hydro Inc. (One reading – with respect to the annual shareholder meeting of St. Catharines Hydro Inc. of June 13, 2022.)
- (b) A By-law to amend By-law No. 2014-169 entitled “A By-law to appoint a Chief Building Official and Inspectors under the Ontario Building Code Act, 1992.” (One reading – with respect to change in personnel. Delegation of Powers and Duties By-law No. 2020-156.)
- (c) A By-law to amend By-law No. 2014-250 entitled “A By-law to appoint Property Standards Officers.” (One reading – with respect to change in personnel: S. O’Kane. Delegation of Powers and Duties By-law No. 2020-156.)
- (d) A By-law to authorize the acceptance of a conveyance of certain lands from Royal Tuscan Townhomes Niagara Ltd. for the widening of Vansickle Road North. (One reading – with respect to property municipally known as 1024 Vansickle Road North. Delegation of Powers and Duties By-law No. 2020-156.)
- (e) A By-law to deem part of a certain registered plan of subdivision not to be a registered plan of subdivision for the purposes of Section 50, subsection 3 of the Planning Act, R.S.O. 1990. (One reading – with respect to property municipally known as 95 Hillview Road. Delegation of Powers and Duties By-law No. 2020-156.)
- (f) A By-law to appoint Kristen Sullivan as Acting City Clerk and to repeal By-law No. 2018-224. (One reading – with respect to appointment pursuant to Section 228(1) of Municipal Act, 2001.).
- (g) A By-law to appoint Evan McGinty as Deputy Clerk. (One reading – with respect to the appointment pursuant to Section 228(2) of Municipal Act, 2001.)
- (h) A By-law to authorize a contract with E.S. Fox Ltd. (One reading – respect to P18-181-1 St. Catharines Museum HVAC Replacement. To be considered by Council, June 13, 2022.)
- (i) A By-law to amend By-law No. 2020-156 entitled “Delegation of Powers and Duties By-law.” (One reading – with respect to Development Charge Interest Rate Policy and related agreements. To be considered by Council, June 13, 2022.)
- (j) A By-law to amend By-law No. 2021-68 entitled “A by-law to establish a system for non-parking related administrative penalties. (One reading – with respect to the Waste, Long Grasses and Weeds By-law. To be considered by Council, June 13, 2022.)
- (k) A By-law to confirm the proceedings of council at its meeting held on the 13th day of June 2022. (One reading - with respect to confirming the proceedings of the meeting held on June 13, 2022.)