
MEMORANDUM

BRC-C 5-2021

Subject: Councillor Information Request - 2021 Fees and Charges By-law

Date: Thursday, January 21, 2021

To: Budget Review Committee of the Whole

From: Erin Amirault, Associate Director, Finance Operations and Systems

The purpose of this memo is to respond to a request for information at the January 14, 2021 Budget Review Committee of the Whole regarding additional details on several fees listed in the proposed 2021 fees and charges schedule (attached as Appendix 1 to CSD 7-2021).

Staff committed to submitting additional analysis for all new fees in the schedule (those indicated by green highlight). Questions from Councillors Huson, Redekop, and Heit related to several new fees and, as such, Appendix 1 of this memo addresses responses to those questions. The appendix consists of the originally submitted proposed schedule with two columns added: commentary (column J) and analysis of fee (column K). These two additional columns have been populated for all new (green highlighted) fees and charges.

Councillor Villella also inquired about the price increases for PH-14 Plan B and PH-15 Depo-Provera.

Upon further review, when confirming the 2021 fee for PH-14 Plan B, staff inadvertently reversed the prices for Plan B and Ella (the products are similar in nature, but have different pricing). PH-14 Plan B should be \$10.00 (not \$17.00), which is no change from the 2020 fee schedule. The Region's Sexual Health Clinics also offer Ella at a fee of \$17.00 based on direct supplier cost and this item was missed in Appendix 1 to CSD 7-2021. The fee schedule in Appendix 1 has been updated to correct the price of PH-14 Plan B to \$10.00, and to add a new fee PH-20 Ella for \$17.00.

The Region's cost for PH-15 Depo-Provera increased from \$18.00 to \$30.00. When the price increased, staff looked for alternate suppliers but there were none. A phased increase was considered but staff ultimately decided to go with a one-time increase and affected clients were given several months' notice in advance of the change.

Respectfully submitted and signed by

Erin Amirault, MBA
Associate Director, Finance Operations and Systems

Appendix 1 2021 Fees and Charges Schedule – Including New Fee Analysis

Regional Municipality of Niagara
2021 Schedule of Fees and Charges
(effective February 1, 2021)

yellow - fee (\$) change
green - new fee

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Appendix 1
January 21, 2021

Fee #	Fee/Charge Description	Unit of Measure	2020 Fee/Charge (\$)	2021 Total Fee/Charge (\$)	New Fee Commentary	Analysis of New Fee
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Community Services

Seniors Services:

COM-1	Adult day programs (geared-to-income)	per day	15.86 - 36.05	10.00 - 36.05		
COM-2	Deer Park assisted living (geared-to-income)	per month	1,948.96 - 2,483.85	1,948.96 - 2,483.85		
COM-3	In-home respite (geared-to-income)	per hour	2.50 - 6.50	2.50 - 6.50		
COM-4	Aphasia program	per half day	15.00	15.00		

Child Care Services:

COM-5	Child care (geared-to-income)	per day	10.11 - 52.93	10.11 - 53.91		
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Public Health

Public Health:

Inspections:

PH-1	Food handler certification (includes the course, manual, exam, and one (1) free exam rewrite)	per certificate	50.00	56.50		
PH-2	Food handler exam only	each	20.00	20.00		
PH-3	Food handler exam rewrite only	each	20.00	20.00		
PH-4	Food handler manual only	each	25.00	25.00		
PH-5	Replacement of lost certificates	per certificate	20.00	20.00		
PH-6	Fixed premises real estate inspection – on site	per inspection	339.00	339.00		
PH-7	Fixed premises real estate inspection – file search only	per inspection	150.00	150.00		
PH-8	Routine inspections after business hours	per inspection	282.50	282.50		
PH-9	Re-opening pool or restaurant after-hours	per re-opening	282.50	282.50		
PH-10	Tick sign	each	30.00	30.00		

Sexual Health:

PH-11	Oral contraception	per package	8.00 - 18.00	8.00 - 18.00		
PH-12	Contraceptive patch	each	10.00	10.00		
PH-13	Metronidazole	dose	5.00	5.00		
PH-14	Plan B	each	10.00	10.00		
PH-15	Depo-Provera	each	18.00	30.00		
PH-16	NUVA Ring	each	10.00	10.00		
PH-17	Valcyclovir	caplet	1.00	1.00		
PH-18	Intrauterine System (IUS)	each	45.00-55.00	45.00-55.00		
PH-19	Intrauterine Device (IUD)	each	330.00-345.00	330.00-345.00		
PH-20	Ella	each	-	17.00	As noted in the memo, this fee was inadvertently missed in Appendix 1 to CSD 7-2021. Staff are adding it now to correct the omission. Ella is an alternative option to Plan B (PH-14).	This fee is set at the Region's direct cost by the supplying pharmaceutical company.

Disinterment:

PH-21	Disinterment initial fee	each	226.00	226.00		
PH-22	Disinterment each additional hour or part thereof	per hour	113.00	113.00		

Emergency Medical Services:

PH-23	Ambulance Call Report	each	60.00	60.00		
PH-24	Summary report/dispatch record	each	60.00	60.00		
PH-25	Statements	each	40.00	40.00		
PH-26	Birth (statement of declaration)	each	60.00	60.00		
PH-27	Interviews (minimum of four (4) hours)	per hour	80.00	80.00		
PH-28	Special events ambulance and paramedic (two (2) medics required)	per hour (incl. two medics) plus ambulance cost	160.00 plus 80.00	160.00 plus 80.00		

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Corporate Services

Legal:

Schedule of Legal Services Fees for Planning, Public Works, and Other Matters:

CS-1	Development charge agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-2	Servicing, site plan, engineering or other development control agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-3	Land severance approval agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-4	Waterline, easement, etc. agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-5	Applications to close roads for private benefit	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-6	Encroachment agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-7	Other miscellaneous agreements	each	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement	Greater of 550.00 plus disbursements and application of Hourly Rates applicable to the review of the Agreement		
CS-8	Compliance letters	each	110.00	120.00		
CS-9	Respond to the request for the Release of Easements, Agreements or other rights	each	Greater of 110.00 and application of Hourly Rates applicable to the review of the agreement(s)/other legal documentation related to the request	Greater of 140.00 and application of Hourly Rates applicable to the review of the agreement(s)/other legal documentation related to the request		

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CS-10	Provide the Release of the Easement, Agreement or other rights	each	Greater of \$165.00 plus disbursements and application of Hourly Rates applicable to the preparation of release documents	Greater of \$165.00 plus disbursements and application of Hourly Rates applicable to the preparation of release documents		
CS-11	Director of Legal and Court Services / Senior Counsel hourly rates	per hour	225.00	230.00		
CS-12	Legal Counsel hourly rates	per hour	200.00	200.00		
CS-13	Law Clerks hourly rates	per hour	66.00	70.00		
CS-14	Litigation hourly rates	per hour	Litigation on a time, legal seniority, and complexity of the matter basis as permitted by applicable courts or legal assessment officers ranging inclusive of hourly rates and lump sums for interlocutory proceedings	Litigation on a time, legal seniority, and complexity of the matter basis as permitted by applicable courts or legal assessment officers ranging inclusive of hourly rates and lump sums for interlocutory proceedings		

Court Services:

CS-15	First placement fee - consumer accounts	each	12% - 15%	12% - 15%		
CS-16	Second placement fee - consumer accounts	each	17.5% - 32%	17.5% - 32%		
CS-17	Third Placement fee - consumer accounts	each	29.5% - 50%	29.5% - 50%		
<i>Consumer accounts refer to those involving individual debtors.</i>						
CS-18	First placement fee - commercial accounts	each	12% - 15%	12% - 15%		
CS-19	Second placement fee - commercial accounts	each	17.5% - 32%	17.5% - 32%		
CS-20	Third Placement fee - commercial accounts	each	29.5% - 50%	29.5% - 50%		
<i>Commercial accounts refer to all non-consumer debtors including businesses, corporations, partnerships, companies, institutions, government agencies, etc.</i>						
CS-21	Records Search - initial request (in accordance with MFIPPA fees schedule)	each	5.00	5.00		
CS-22	Records Search - per 15 minutes of search time (in accordance with MFIPPA fees schedule)	each	7.50	7.50		
CS-23	Photocopies (not certified) and ICON Screen Prints (per Section 391 of the Municipal Act)	per page	1.00	1.00		
CS-24	Photocopies (certified) (per Section 391 of the Municipal Act)	per page	3.50	3.50		
CS-25	Faxes (per Section 391 of the Municipal Act)	per page	1.50	1.50		
CS-26	Administration fee for POA cases at certification of default stage	each	40.00	40.00		
CS-27	NSF fee (under authority Section 66.2 of the Provincial Offences Act)	per incident	35.00	35.00		

Finance:

CS-28	Hourly rates (where applicable)	each	225.00	230.00		
Consumer & Commercial Accounts (Non-Court Services):						
CS-29	First placement fee - consumer accounts	each	12% - 15%	12% - 15%		
CS-30	Second placement fee - consumer accounts	each	17.5% - 32%	17.5% - 32%		
CS-31	Third Placement fee - consumer accounts	each	29.5% - 50%	29.5% - 50%		
<i>Consumer accounts refer to those involving individual debtors.</i>						
CS-32	First placement fee - commercial accounts	each	12% - 15%	12% - 15%		
CS-33	Second placement fee - commercial accounts	each	17.5% - 32%	17.5% - 32%		
CS-34	Third Placement fee - commercial accounts	each	29.5% - 50%	29.5% - 50%		
<i>Commercial accounts refer to all non-consumer debtors including businesses, corporations, partnerships, companies, institutions, government agencies, etc.</i>						

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CS-35	Administration fee for default of payment of development charges per sections 26.1 and 26.2 of the <i>Development Charges Act</i>	each	-	550.00	As described in CSD 7-2021, this fee is for the default of payment of development charges per sections 26.1 and 26.2 of the <i>Development Charges Act</i> . This fee was discussed and approved at the December 9, 2020 Corporate Services Committee in CSD 49-2020 and is related to current amendments to the <i>Act</i> .	Finance staff have estimated that the time commitment to administer a default of payment will be between 2-3 hours at the applicable finance hourly rate (CS-28). This is similar to the time required to prepare the development charges agreement as set under Legal fee CS-1, and the compensation (including payroll-related costs) of the Finance staff who will administer the fee is comparable to that of the Legal staff. Fee CS-1 Development Charge Agreements is a long-standing fee and the cost recovery of that fee is well tested.
CS-36	NSF fee	per incident	35.00	35.00		

Information Technology:

GIS Mapping:

Digital Mapping:

CS-37	2020 Aerial Photography (16 cm pixel)	1 sq. km Tile	-	50.00	The Ministry of Natural Resources and Forestry (MNR) periodically acquires aerial photography for Southwest Ontario, most recently in Spring 2020. The Region is given the opportunity to purchase this data for various purposes.	The cost of acquiring this data from MNR is at a fraction of what it would cost the Region to do so independently. The license agreement with MNR for the data sets out the scenarios under which the Region can resell the data. The agreement allows us to provide this data to the local area municipalities at no charge. For any others, we must contractually charge it at \$50.00 per one (1) square kilometre tile (inclusive of HST).
CS-38	2018 Aerial Photography (10 cm pixel)	1 sq. km Tile	50.00	50.00		
CS-39	2015 Aerial Photography (20 cm pixel)	1 sq. km Tile	50.00	50.00		
CS-40	2013 Aerial Photography (10 cm pixel)	1 sq. km Tile	50.00	50.00		
CS-41	2010 Aerial photography (20cm pixel colour)	1 sq. km Tile	50.00	50.00		
CS-42	2006 Aerial photography (10cm pixel black & white)	1 sq. km Tile	50.00	50.00		
CS-43	2002 Aerial photography (20cm pixel colour)	1 sq. km Tile	50.00	50.00		
CS-44	2000 Aerial photography (30cm pixel black & white)	1 sq. km Tile	50.00	50.00		

Hardcopy Mapping:

CS-45	Road map - Niagara Region 8.5" x 11" or 11" x 17"	Plot (std bond)	10.00	10.00		
CS-46	Road map - Niagara Region 24" x 36" (colour or B&W)	Plot (std bond)	25.00	25.00		
CS-47	Road map - Niagara Region 36" x 48" (colour or B&W)	Plot (std bond)	50.00	50.00		
CS-48	Road map - 42" paper	Plot (std bond)	75.00	75.00		
CS-49	Hardcopy map customization (one (1) hour minimum charge)	per hour	50.00	50.00		

Business Licensing:

Unless otherwise stated below, refer to the appropriate Business Licensing By-law for details on required frequency of fee payment (e.g. annual, pro-rated, one-time, etc.).

CS-50	Adult Entertainment Parlour Owner	each	3,750.00	3,750.00		
CS-51	Adult Entertainment Parlour Operator	each	1,200.00	1,200.00		
CS-52	Adult Entertainment Parlour Entertainer	each	250.00	250.00		
CS-53	Adult Entertainment Parlour Owner - Non-refundable Administration Fee	each	150.00	375.00		
CS-54	Adult Entertainment Parlour Operator - Non-refundable Administration Fee	each	50.00	120.00		
CS-55	Adult Entertainment Parlour Entertainer - Non-refundable Administration Fee	each	25.00	25.00		
CS-56	Adult Entertainment Parlour Transfer of Owner's Licenses - Arm's length transfer	each	3,750.00	3,750.00		

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CS-57	Adult Entertainment Parlour Transfer of Owner's Licenses - Transfer to an existing Co-owner or non-arm's length transfer	each	1,015.00	1,015.00		
CS-58	Auto Wrecking Yard – Initial Application	each	360.00	370.00		
CS-59	Auto Wrecking Yard – Renewal	each	220.00	220.00		
CS-60	Caleche Driver – Initial Application	each	60.00	60.00		
CS-61	Caleche Driver – Renewal	each	28.00	28.00		
CS-62	Caleche Owner – Initial Application	each	360.00	360.00		
CS-63	Caleche Owner – Renewal	each	185.00	185.00		
CS-64	Caleche Owner – Transfer	each	360.00	360.00		
CS-65	Caleche Horse	each	30.00	30.00		
CS-66	Caleche Business	each	150.00	150.00		
CS-67	Paratransit Driver – Initial Application	each	60.00	60.00		
CS-68	Paratransit Driver – Renewal	each	40.00	40.00		
CS-69	Paratransit Owner – Initial Application	each	1,300.00	1,300.00		
CS-70	Paratransit Owner – Renewal	each	260.00	260.00		
CS-71	Paratransit Owner – Transfer	each	1,300.00	1,300.00		
CS-72	Paratransit Business	each	150.00	150.00		
CS-73	Salvage Yard – Initial Application	each	370.00	370.00		
CS-74	Salvage Yard – Renewal	each	220.00	220.00		
CS-75	Salvage Shop – Initial Application	each	-	270.00	Business Licensing continues to refine their operations after transferring to the Region from Niagara Regional Police Services (NRPS) in 2019. In scanning the types of businesses operating in the Region, staff identified that clarity is needed on the fee schedule to include salvage shops.	For all Business Licensing fees, staff estimate the time required to issue the license at an applicable compensation rate (including payroll-related costs), then add direct costs (such as the actual cost of the physical license, mileage, etc.).
CS-76	Salvage Shop – Renewal	each	-	120.00	see CS-76	see CS-76
CS-77	Second Hand Dealer – Initial Application	each	260.00	260.00		
CS-78	Second Hand Dealer – Renewal	each	160.00	160.00		
CS-79	Second Hand Store – Initial Application	each	300.00	300.00		
CS-80	Second Hand Store – Renewal	each	185.00	185.00		
CS-81	Shuttle Driver – Initial Application	each	60.00	60.00		
CS-82	Shuttle Driver – Renewal	each	40.00	40.00		
CS-83	Shuttle Owner – Initial Application	each	1,300.00	1,300.00		
CS-84	Shuttle Owner – Renewal	each	260.00	260.00		
CS-85	Shuttle Owner – Transfer	each	1,300.00	1,300.00		
CS-86	Shuttle Business	each	150.00	150.00		
CS-87	Sightseeing Driver – Initial Application	each	60.00	60.00		
CS-88	Sightseeing Driver – Renewal	each	40.00	40.00		
CS-89	Sightseeing Owner – Initial Application	each	1,300.00	1,300.00		
CS-90	Sightseeing Owner – Renewal	each	260.00	260.00		
CS-91	Sightseeing Owner – Transfer (New Owner)	each	1,300.00	1,300.00		
CS-92	Sightseeing Business	each	150.00	150.00		
CS-93	Spare Vehicle – Initial Application	each	625.00	625.00		
CS-94	Spare Vehicle – Renewal	each	300.00	300.00		
CS-95	Specialty Driver – Initial Application	each	60.00	60.00		
CS-96	Specialty Driver – Renewal	each	40.00	40.00		
CS-97	Specialty Owner – Initial Application	each	1,300.00	1,300.00		
CS-98	Specialty Owner – Renewal	each	260.00	260.00		
CS-99	Specialty Owner – Transfer	each	1,300.00	1,300.00		
CS-100	Specialty Business	each	150.00	150.00		
CS-101	Taxi Driver – Initial Application	each	60.00	60.00		
CS-102	Taxi Driver – Renewal	each	40.00	40.00		
CS-103	Taxi Owner – Broker	each	150.00	150.00		
CS-104	Taxi Owner – Initial Application	each	1,300.00	1,300.00		
CS-105	Taxi Owner – Renewal	each	260.00	260.00		
CS-106	Taxi Owner – Transfer (New Owner)	each	1,300.00	1,300.00		

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CS-107	Tow Truck Driver – Initial Application	each	60.00	60.00		
CS-108	Tow Truck Driver – Renewal	each	40.00	40.00		
CS-109	Tow Truck Owner – Initial Application	each	1,300.00	1,300.00		
CS-110	Tow Truck Owner – Renewal	each	260.00	260.00		
CS-111	Tow Truck Owner – Transfer	each	1,300.00	1,300.00		
CS-112	Tow Truck Yard	each	100.00	100.00		
CS-113	Tow Truck Business	each	150.00	150.00		
CS-114	Transportation Network Company – Driver initial application administration fee	each	40.00	40.00		
CS-115	Transportation Network Company – Driver application administration fee for second and subsequent short-term licences (less than 12 months)	each	25.00	25.00		
CS-116	Transportation Network Company Fleet Size - 1 - 24 Vehicles	each	1,020.00	1,020.00		
CS-117	Transportation Network Company Fleet Size - 25 - 99 Vehicles	each	5,100.00	5,100.00		
CS-118	Transportation Network Company Fleet Size - 100 - 499 Vehicles	each	10,200.00	10,200.00		
CS-119	Transportation Network Company Fleet Size - 500 - 999 Vehicles	each	15,300.00	15,300.00		
CS-120	Transportation Network Company Fleet Size - 1000+ Vehicles	each	50,750.00	50,750.00		
CS-121	Transportation Network Company Per Trip Charge	trip	0.13	0.13		

Business Licensing Administrative

CS-122	NSF Cheque	each	35.00	35.00		
CS-123	Late fee	each	50.00	50.00		
CS-124	License replacement	each	60.00	60.00		
CS-125	Replacement Plate	each	-	10.00	All vehicles licensed by the Region purchase a plate as included in the cost of their initial application fee. Should a plate be lost, damaged or stolen, plate holders pay for a replacement.	This is the direct cost of the physical plate, should a replacement license plate be required.
CS-126	Replacement Vehicle	each	100.00	100.00		
CS-127	Hearing fee	each	-	75.00	As described in CSD 7-2021, this fee is intended to partially offset the cost of a hearing by the Licensing Appeals Committee under the Business Licensing by-laws.	Staff have set this fee at 50% recovery of cost of a Licensing Appeals Committee hearing (full cost recovery would include direct costs attributable to committee member fees, with three committee members receiving \$50 each per meeting). Staff's intent is that the cost should not be too high as to deter those requesting a hearing, but should be high enough to partially recover costs.

Customer Service:

CS-128	International Plaza Event (up to 149 attendees)	per hour	45.20	45.20		
CS-129	International Plaza Event (150+ attendees): Non-profit and Charitable	per hour	39.55	39.55		
CS-130	International Plaza Event (150+ attendees): Commercial	per hour	79.10	79.10		
CS-131	International Plaza Event Hydro	per day	33.90	33.90		
CS-132	International Plaza Event (150+ attendees) Staff Time	per hour	50.00	50.00		
CS-133	International Plaza Vendor Space	per day	50.85	50.85		
CS-134	International Plaza Photography Permit	per hour	33.90	33.90		
CS-135	International Plaza Instructional Class	per hour	24.86	24.86		
CS-136	Small Meeting Room - Event: Non-profit and Charitable	per hour	11.30	11.30		
CS-137	Small Meeting Room - Event: Commercial	per hour	22.60	22.60		
CS-138	Small Meeting Room - Meeting (non-event): Non-Profit and Charitable	per hour	-	-		
CS-139	Large Meeting Room - Event: Non-profit and Charitable	per hour	16.95	16.95		
CS-140	Large Meeting Room - Event: Commercial	per hour	36.16	36.16		
CS-141	Large Meeting Room - Meeting (non-event): Non-Profit and Charitable	per hour	-	-		

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CS-142	Reinstatement of property	each	at cost (time and material) plus 15% plus applicable HST	at cost (time and material) plus 15% plus applicable HST		
CS-143	Cancellation fee with less than three (3) business days' notice or no-shows	each	28.25	28.25		

Small Meeting Room options: CE101, CE102, CE103, or CR4
Large Meeting Room option: CE101 and CE102 (combined)

Corporate Administration

Human Resources:

CA-1	3rd party request for release of information	each	71.00 per hour plus incidental costs	71.00 per hour plus incidental costs		
CA-2	Document Archive Request (Record Search)	per 15 minutes	7.50	7.50		
CA-3	Photocopying	per page	0.20	0.20		

Clerks Office:

Subscription Rates:

CA-4	Council blue book - yearly	yearly	235.70	235.70		
CA-5	Agenda package (for Standing Committees)	per committee, yearly	107.00	107.00		
CA-6	Minutes only	per committee, yearly	74.90	74.90		

Miscellaneous Items:

CA-7	Swearing of oaths (may be waived/amended at the discretion of the Clerk)	each	15.00	15.00		
CA-8	Photocopying (may be waived/amended at the discretion of the Clerk)	per page	0.20	0.20		

Requests for Records and Information (includes requests made under Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and Personal Health Information Protection Act (PHIPA)):

CA-9	Initial requests (MFIPPA)	each	5.00	5.00		
CA-10	Preparation fee (redaction time)	per 15 minutes	7.50	7.50		
CA-11	Photocopying	per page	0.20	0.20		
CA-12	Manual Search	per 15 minutes	7.50	7.50		
CA-13	Producing an electronic record	per 15 minutes	7.50	7.50		
CA-14	Search involving third party (i.e. locating, retrieval, processing, copying)	each	all costs incurred (inclusive of any non-recoverable HST paid to the third party)	all costs incurred (inclusive of any non-recoverable HST paid to the third party)		
CA-15	CD/USB	each	10.00	10.00		
CA-16	Search, file redaction, shipping and the first 20 pages (PHIPA ONLY)	per request	all costs incurred up to \$30	all costs incurred up to \$30		
CA-17	Photocopying after the first 20 pages (PHIPA ONLY)	per page after 20 pages	0.20	0.20		

Procedures & Fees for the Processing of Applications for Holiday Openings for Maintenance & Development of Tourism under Retail Business Holidays Act:

CA-18	Each application (non-refundable)	each	750.00	750.00		
CA-19	Business 2,400 square feet or more for service public or if business normally has 4 or more employees service the public (in addition to application fee)	each	100.00	100.00		

Public Works

PW-1	Hourly rates (where applicable)	each	225.00	230.00		
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Waste Management:

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yellow - fee (\$) change
green - new fee

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Fee #	Fee/Charge Description	Unit of Measure	2020 Fee/Charge (\$)	2021 Total Fee/Charge (\$)	New Fee Commentary	Analysis of New Fee
PW-2	Blue recycling bins	each	6.00	6.00		
PW-3	Grey recycling bins	each	6.00	6.00		
PW-4	Kitchen organics containers	each	4.00	4.00		
PW-5	Green organics bin	each	17.00	17.00		
PW-6	Backyard composters	each	21.00	21.00		
PW-7	Recycling carts - Commercial and Multi-Residential	each	69.00	69.00		
PW-8	32 gallon organic cart - Commercial and Multi-Residential	each	40.00	50.00		
PW-9	64 gallon organic cart - Commercial	each	69.00	69.00		
PW-10	Garbage tags for each container (bag/can) above the low-density residential (properties with one (1) to six (6) units) garbage limit	each	2.50	2.50		

For Landfill Sites & Residential Waste Drop-off Sites:

Residential and Commercial Tipping Fees:

PW-11	0 - 50 kg	flat charge	5.00	5.00		
PW-12	Above 50 kg	per tonne	115.00	117.00		
PW-13	Shingles	per tonne	75.00	75.00		
PW-14	Asbestos	per tonne	300.00	385.00		
PW-15	Residential concrete and asphalt	per tonne	10.00	10.00		
PW-16	Residential clean soil	per load	-	-		
PW-17	Residential and Commercial scrap metal	per tonne	-	-		
PW-18	Commercial clean loads of Blue and Grey Box Materials, Electronics (e-waste), Tires, Batteries	per load	-	-		
PW-19	Residential clean loads of Blue and Grey Box Materials, Electronics (e-waste), Tires, Batteries, Leaf and Yard Waste, FOG, Propane Tanks, Used Motor Oil	per load	-	-		
PW-20	Commercial leaf and yard waste	per tonne	70.00	70.00		
PW-21	Commercial clean soil - open landfill sites	per load	20.00	20.00		
PW-22	Commercial contaminated soil	per tonne	30.00	30.00		
PW-23	Commercial clean or slightly contaminated soil - Closed Landfill Sites (without operator/ equipment)	per load	40.00	40.00		
PW-24	Commercial clean or slightly contaminated soil - Closed Landfill Sites (operator/equipment supplied)	per load	25.00	25.00		
PW-25	Commercial concrete and asphalt	per tonne	10.00	10.00		
PW-26	Appliances containing CFC's	per unit	20.00	20.00		
PW-27	Weigh scale measurement (no drop off)	each	10.00	10.00		

Residential Waste Drop-off Locations - Weigh Scales not Operating:

Tipping Fees:

PW-28	Cars or mini-vans	per load	5.00	5.00		
PW-29	Cars or mini-vans with trailer	per load	15.00	15.00		
PW-30	Cube Van	per load	35.00	35.00		
PW-31	Cube Van with trailer	per load	40.00	40.00		
PW-32	Pick-up truck	per load	20.00	20.00		
PW-33	Pick-up truck with trailer	per load	25.00	25.00		
PW-34	Van or SUV	per load	15.00	15.00		
PW-35	Van or SUV with trailer	per load	20.00	20.00		
PW-36	Cargo Van	per load	20.00	20.00		

Special Event Recycling (SER):

PW-37	Return of contaminated organics or recycling material	per event	59.00	59.00		
PW-38	Return of all organics carts or recycling containers empty or unused	per event	59.00	59.00		
PW-39	Disposal of contaminated organics or recycling material to landfill	per tonne	115.00	115.00		
PW-40	SER materials not ready for pick up at prearranged time	per return trip	170.00	170.00		
PW-41	Replacement of damaged or missing 64 gal recycling cart	each	123.00	123.00		
PW-42	Replacement of damaged or missing 32 gal organics cart	each	61.00	62.00		
PW-43	Replacement of damaged or missing portable folding recycling container	each	135.00	135.00		
PW-44	Replacement of damaged or missing roll-off signs	each	74.00	74.00		

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PW-45	Replacement of damaged or missing locks	each	8.00	9.00		
PW-46	Request to move roll-off container after placement	per move	170.00	170.00		

Environmental Enforcement:

PW-47	Hauled sewage - domestic/non-domestic	per 1,000 gallons	44.00	45.00		
PW-48	Hauled sewage - hauler application fee	each	106.00	108.00		
PW-49	Hauled sewage - hauler permit	first 3 vehicles	52.00	52.00		
PW-50	Hauled sewage - access cards	each	16.00	16.00		
PW-51	Batch discharge permit	each	150.00	153.00		
PW-52	Administrative fee	each	31.00	32.00		
PW-53	Environmental audits information requests - industrial	each	406.80	414.71		
PW-54	Environmental audits information requests - commercial	each	406.80	414.71		
PW-55	Environmental audits information requests - residential	each	135.60	137.86		
PW-56	Sewer overstrength surcharge	per kg	1.55	1.58		
PW-57	Surcharge agreement - application fee	each	150.00	153.00		
PW-58	Restrictive discharge agreement - application fee	each	150.00	153.00		
PW-59	Environmental Record Search	per request	169.50	172.89		

Transportation Services:

Traffic Data Fees:

PW-60	Eight hour intersection traffic count	each	265.00	265.00		
PW-61	24 hour automatic traffic recorder	each	55.00	55.00		
PW-62	24 hour automatic traffic recorder- Speed/Classification and Volume	each	265.00	265.00		
PW-63	24 hour automatic traffic recorder- Volume	each	85.00	85.00		
PW-64	Motor vehicle collision general inquiry report per location for 3-5 years history	each	157.00	157.00		
PW-65	Intersection capacity analysis summary information	each	275.00	275.00		
PW-66	Traffic signal timing	each	110.00	110.00		
PW-67	Transportation forecasts - area and specific plots	per hour	82.00	82.00		
PW-68	Transportation forecasts - custom analysis	per hour	82.00	82.00		
PW-69	Land use information by traffic zone	per hour	82.00	82.00		

Transportation Engineering:

PW-70	Design review for development related road improvements	per application	In accordance with executed agreement between Niagara Region and developer plus applicable HST	In accordance with executed agreement between Niagara Region and developer plus applicable HST		
PW-71	Inspection fee for development related road improvements	per application	In accordance with executed agreement between Niagara Region and developer plus applicable HST	In accordance with executed agreement between Niagara Region and developer plus applicable HST		

Road Permit Fees:

PW-72	Commercial and industrial entrances (fees payable at the time of Permit Issuance)	each	220.00 + Inspection fee	220.00 + Inspection fee		
PW-73	Residential entrances (fees payable at the time of Permit Issuance)	each	55.00 + Inspection Fee	55.00 + Inspection Fee		
PW-74	Inspection fee	each	82.00	82.00		
PW-75	Sign permit - Permanent or Mobile sign	each	82.00	82.00		

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PW-76	Sign permit - Billboard sign	each		620.00	As per CSD 7-2021, the original sign permit fee has been split into two fees to distinguish permanent and mobile signs (PW-75 \$82.00) from billboard signs (PW-76 \$620.00). This split approach represents the same method in use by other municipalities and better reflects staff time required to review, approve, inspect, hold site meetings and monitor the work related to each type of sign permit. A billboard sign is defined as a sign that is free standing and is supported by a structure secured to the ground and which is not supported by any building or other structure, displays copy advertising goods, products, or services not sold or offered where the sign is displayed by means of a laminated banner made from cloth, plastic or a similar lightweight material, a digital screen, or an electronic screen; and is either single faced or double faced. A permanent sign is defined as a sign that is free standing and is supported by a structure secured to the ground and which is not supported by any building or other structure, but does not include a billboard sign. A mobile sign means a sign that is temporary and can be readily moved from one location to another.	Staff estimated the costs that would be applicable to issuing this fee, including the time needed to review, approve, inspect, hold site meetings and monitor the work related to each Billboard sign permit. As this is a new fee to the Region, staff scanned other municipalities to look for comparable fees and determined that the rate suitable for the first year was at the lower end of the fees charged by other municipalities.
PW-77	Detour fee (on Provincial Highway or Local Area Municipalities road and diverting traffic to Regional roads)	each	230.00	230.00		
PW-78	Daily permit fee (single move - load below 63,500kg; the proposed route is not over regional structure, same route only, OBF check is not required)	each	100.00	100.00		
PW-79	Daily permit fee (single move - load above 63,500kg; the proposed route is not over regional structure, same route only, OBF check is not required)	each	100.00	100.00		
PW-80	Daily permit fee (single move - load above 63,500kg; the proposed route is over regional structure, same route only, OBF check is required)	each	450.00	450.00		
PW-81	Project permit fee (granted for 12 weeks (3 months); multiple moves - load below 63,500kg; the proposed route is not over regional structure, same route only, OBF check is not required)	each	600.00	600.00		
PW-82	Project permit fee (granted for 12 weeks (3 months); multiple moves - load above 63,500kg; the proposed route is not over regional structure, same route only, OBF check is not required)	each	600.00	600.00		
PW-83	Project permit fee (granted for 12 weeks (3 months); multiple moves - load above 63,500kg; the proposed route is over regional structure, same route only, OBF check is required)	each	950.00	950.00		
PW-84	Annual permit fee (multiple moves at unspecified intervals - load below 63,500kg)	each	330.00	330.00		
PW-85	Full load (March, April)	each	165.00	165.00		
PW-86	Special Events: Full Closure: This is an event that requires the complete closure of a Regional Road. Traffic movement must be diverted by a scheduled detour plan. Police must be at the event site for traffic control.	each	660.00	660.00		
PW-87	Special Events: Partial Closure: This is a special event that requires lane closures, but allows traffic to continue in both directions. Police may be at the event site for traffic control.	each	300.00	300.00		

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PW-88	Special Events: Rolling Closure: This is a special event closure that does not require any permanent lane closures. Used mostly for small parade walks that use sidewalks only and/ or bike events that close roads for a very short period of time. All closures are contained to either (1) lane and monitored by police presence.	each	275.00	275.00		
PW-89	Special Events: Charity Organization	each	50.00	50.00		
PW-90	Special Events- Filming (not more than 5 business days)	each	-	120.00	The new Special Events-Filming permit introduces a separate category from other special events as a different process of approval and timing (not more than 5 business days) is involved. Filming includes any form of visual recording for a feature film, television film, television program, documentary, commercial, music video, educational film or other purpose on Regional property, but does not include filming for non-commercial purposes (e.g. weddings, sports and family or community events) nor interviews, newscasts or press conferences on Regional premises. If filming will include a road closure, then a separate road closure permit must be obtained.	Staff estimated the costs that would be applicable to issuing this fee, including the time to review, approve, inspect, hold site meetings and monitor the work related to each Special Events-Filming permit. As this is a new fee to the Region, staff scanned other municipalities to look for comparable fees. Staff determined that the rate suitable for the first year was at the lower end of the fees charged by other municipalities.
PW-91	Road Occupancy	each	110.00	110.00		
PW-92	Info bars	each	55.00	55.00		
PW-93	Construction encroachment - no pavement cut (fees applicable when permit obtained before construction begins)	each	275.00 + Inspection Fee	275.00 + Inspection Fee		
PW-94	Construction encroachment - no pavement cut (fees applicable when permit obtained after construction begins)	each	550.00 + all applicable per visit Inspection Fees	550.00 + all applicable per visit Inspection Fees		
PW-95	Construction encroachment - with pavement cut (fees applicable when permit obtained before construction begins)	each	550.00 + Inspection Fee	550.00 + Inspection Fee		
PW-96	Construction encroachment - with pavement cut (fees applicable when permit obtained after construction begins)	each	1,100.00 + all applicable per visit Inspection Fees	1,100.00 + all applicable per visit Inspection Fees		
PW-97	Encroachment Agreement Application (fees set to offset the cost to administer the application, review, circulate, and respond to request)	each	330.00	330.00		
PW-98	Construction encroachment (Local Area Municipal Access Agreements - Emergency Repair) (permit obtained within 30 days of repair)	each	-	-		
PW-99	Construction encroachment (Local Area Municipal Access Agreements - Emergency Repair) (permit obtained after 30 days of repair)	each	275.00 - 550.00 + all applicable per visit Inspection Fees	275.00 - 550.00 + all applicable per visit Inspection Fees		
PW-100	Landscaping (There will be no attributed encroachment fee for landscaping done on road allowance wherein the improvements are mutually beneficial and beautifying of Regional Property.)	each	-	-		
PW-101	Encroachment of Structure/Sign/Patios (As result of ROW widening or as a result an existing build found during planning application)	each	-	-		
PW-102	Annual Encroachment Agreement – (Residential) (Fee is for the annual utilization of the Region's lands. Fee will not be pro-rated for any reason, unless terminated by the Region.)	each	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$330.00	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$330.00		

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PW-103	Annual Encroachment Agreement – New Structure/Sign/Patio (Commercial) (Fee is for the annual utilization of the Region's lands. Fee will not be pro-rated for any reason unless terminated by the Region.)	each	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$550.00	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$550.00		
PW-104	Annual Underground Structure Encroachment (Fee is for the annual utilization of the Region's lands. Fee will not be pro-rated for any reason unless terminated by the Region.)	each	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$1100.00	8.0% of Market Value per square meter multiplied by the area of the encroachment, with minimum annual fee as \$1100.00		
PW-105	One-Time Underground Structure Encroachment (Fee is for any underground (tieback) encroachment proposed within the ROW which will be abandoned after construction. Fee will not be pro-rated for any reason unless terminated by the Region.)	each		4,500.00	As described in CSD 7-2021, while there is already a process and annual fee for temporary underground structure encroachments (fee PW-104), staff identified a new fee in PW-105 to accommodate a new scenario for permanent underground structure encroachments - to be left under the Region's Right of Way (ROW). Under this permit, staff will administer and review below grade permanent underground encroachments (e.g. tiebacks/piles for any type of material used (such as concrete, steel, or timber)) that will remain long-term within the Region's ROW.	Staff estimated the costs that would be applicable to issuing this fee, including the time to review, approve, inspect, hold site meetings and monitor the work related to each One-Time Underground Structure Encroachment. As this is a new fee to the Region, staff scanned other municipalities to look for comparable fees. Staff determined that the rate suitable for the first year was at the lower end of the fees charged by other municipalities.
PW-106	Annual Private Infrastructure Encroachment (as per previous Agreement)	each	1.00	1.00		
PW-107	Municipal Gateway Features/Streetscape Improvements (as per previous Agreement)	each	1.00	1.00		
PW-108	Construction encroachment (Municipal Access Agreements - Annual Fee)	each	5,000.00	5,000.00		
PW-109	Construction encroachment (Municipal Access Agreements - Resubmission)	each	200.00	200.00		
PW-110	Encroachment Agreement (within Development Planning Agreements) (If pavement is less than 5 years old; Fee is refundable only if pavement reinstatement is done to the Region's standards and passes inspection.)	each	100% of estimated cost of repair	100% of estimated cost of repair		
PW-111	Encroachment Agreement (within Development Planning Agreements) (If pavement is more than 5 years old; Fee is refundable only if pavement reinstatement is done to the Region's standards and passes inspection.)	each	15% of estimated value of project	15% of estimated value of project		
PW-112	Canadian Tourism-Oriented Directional Signing (TODS)	per operator	150.00	150.00		
PW-113	Canadian Tourism-Oriented Directional Signing (TODS)	per assembly	300.00	300.00		
PW-114	Regional directional sign	each	50.00	50.00		
PW-115	Lane Occupancy (Lane occupancy without construction being done on roadway)	per lane, per day	250.00	250.00		
PW-116	Community events (fee plus applicable operational costs are payable by the event organizer)	each	11.00 - 55.00	11.00 - 55.00		

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PW-117	Tree replacement from Regional boulevard	each	-	500.00	In CSD 7-2021, staff identified the PW-117 Tree replacement from Regional boulevard fee of \$500 is to be paid by a local area municipality for a tree that is removed from a Regional boulevard. This should be amended to clarify that the fee is to be paid by the applicant, which may encompass a local area municipality, developer, or resident, based on who is requesting removal of a tree from a Regional boulevard.	Staff estimated the cost of this fee at the staff time required at an applicable compensation rate (including payroll-related costs) plus direct costs such as the cost of the tree.

Road Permit Fees: "Market Value" means either the land value acquired from the associated MPAC value or approved land appraisal value.

Inter-Municipal Transit:

PW-118	Cash Fare - Adults (18-64)	each	6.00	6.00		
PW-119	Cash Fare - Child (0-12)	each	-	No Charge	As described in CSD 7-2021, this no-charge fee was added to align with fee PW-135 in the Intra-Municipal Transit section (that section was newly added when the on-demand transit pilot program was rolled out in Summer 2020; see CSD 43-2020 Intra-Municipal Transit Fees from the June 25, 2020 Council meeting). The child fare was no charge in 2020 and prior for both Inter-Municipal Transit and Niagara Specialized Transit, although it wasn't specifically laid out as a fee in the schedule at that time (it had only been implied, based on age ranges in the other fee categories). The updated fee schedule is in alignment with approved Inter-Municipal Transit Working Group child policy, and with the GO Transit child policy.	No charge.
PW-120	Cash Fare - Youth (13-17) / High School Students	each	5.00	5.00		
PW-121	Cash Fare - Seniors (65+)	each	5.00	5.00		
PW-122	10-ride Card - Adults (18-64)	each	45.00	45.00		
PW-123	10-ride Card - Youth (13-17) / High School Students	each	40.00	40.00		
PW-124	10-ride Card - Seniors (65+)	each	40.00	40.00		
PW-125	Monthly Pass - Adults (18-64)	each	160.00	160.00		
PW-126	Monthly Pass - Youth (13-17) / High School Students	each	130.00	130.00		
PW-127	Monthly Pass - Seniors (65+)	each	130.00	130.00		
PW-128	Fort Erie to Niagara Falls Link Service - Cash Fare - Adults (18-64)	each	3.50	3.50		
PW-129	Fort Erie to Niagara Falls Link Service - Cash Fare - Youth (13-17) / High School Students	each	3.50	3.50		
PW-130	Fort Erie to Niagara Falls Link Service - Cash Fare - Seniors (65+)	each	3.50	3.50		
PW-131	Port Colborne to Welland Link Service - Cash Fare - Adults (18-64)	each	3.50	3.50		
PW-132	Port Colborne to Welland Link Service - Cash Fare - Youth (13-17) / High School Students	each	3.50	3.50		
PW-133	Port Colborne to Welland Link Service - Cash Fare - Seniors (65+)	each	3.50	3.50		

Intra-Municipal Transit:

PW-134	Cash Fare - Adults (18-64)	each	3.00	3.00		
PW-135	Cash Fare - Child (0-12)	each	No Charge	No Charge		
PW-136	Cash Fare - Youth (13-17) / High School Students	each	3.00	3.00		
PW-137	Cash Fare - Seniors (65+)	each	3.00	3.00		
PW-138	10-ride Card - Adults (18-64)	each	27.00	27.00		

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PW-139	10-ride Card - Youth (13-17) / High School Students	each	22.50	22.50		
PW-140	10-ride Card - Seniors (65+)	each	22.50	22.50		
PW-141	Monthly Pass - Adults (18-64)	each	85.00	85.00		
PW-142	Monthly Pass - Youth (13-17) / High School Students	each	65.00	65.00		
PW-143	Monthly Pass - Seniors (65+)	each	65.00	65.00		

Niagara Specialized Transit Fares:

PW-144	Cash Fare - Adults (18-64)	each	6.00	6.00		
PW-145	Cash Fare - Child (0-12)	each		No Charge	see PW-119	No charge.
PW-146	Cash Fare - Youth (13-17) / High School Students	each	5.00	5.00		
PW-147	Cash Fare - Seniors (65+)	each	5.00	5.00		
PW-148	10-ride Card - Adults (18-64)	each	45.00	45.00		
PW-149	10-ride Card - Youth (13-17) / High School Students	each	40.00	40.00		
PW-150	10-ride Card - Seniors (65+)	each	40.00	40.00		
PW-151	Monthly Pass - Adults (18-64)	each	160.00	160.00		
PW-152	Monthly Pass - Youth (13-17) / High School Students	each	130.00	130.00		
PW-153	Monthly Pass - Seniors (65+)	each	130.00	130.00		
PW-154	Trips Fort Erie to Niagara Falls Link Service - Cash Fare - Adults (18-64)	each	3.50	3.50		
PW-155	Trips Fort Erie to Niagara Falls Link Service - Cash Fare - Youth (13-17) / High School Students	each	3.50	3.50		
PW-156	Trips Fort Erie to Niagara Falls Link Service - Cash Fare - Seniors (65+)	each	3.50	3.50		
PW-157	Trips Port Colborne to Welland Link Service - Cash Fare - Adults (18-64)	each	3.50	3.50		
PW-158	Trips Port Colborne to Welland Link Service - Cash Fare - Youth (13-17) / High School Students	each	3.50	3.50		
PW-159	Trips Port Colborne to Welland Link Service - Cash Fare - Seniors (65+)	each	3.50	3.50		
PW-160	Trips to Hamilton - Cash Fare - Adults (18-64)	each	15.00	15.00		
PW-161	Trips to Hamilton - Cash Fare - Youth (13-17) / High School Students	each	14.00	14.00		
PW-162	Trips to Hamilton - Cash Fare - Seniors (65+)	each	14.00	14.00		

Tourism Oriented Destination Signage:

PW-163	Initial Fee for Manufacturing and Installation: Up to 30 cm x 120 cm (1' x 4') signs (for roads with speed limit of 60 km/h or less)	Per sign	367.25	367.25		
PW-164	Initial Fee for Manufacturing and Installation: Up to 45 cm x 180 cm (1.5' x 6') signs (for roads with speed limit greater than 60 km/h)	Per sign	565.00	565.00		
PW-165	Annual Maintenance Fee	Per sign	113.00	113.00		

Tourism signage initiated by a local municipality may be exempt from the annual maintenance fee; however, the municipality will be responsible for the cost of any modifications or replacements.

Planning and Development Services:

PDS-1	Hourly rates (where applicable)	each	225.00	230.00	increase	
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Fee #	Fee/Charge Description	Unit of Measure	2020 Fee/Charge (\$)	2021 Total Fee/Charge (\$)	New Fee Commentary	Analysis of New Fee
PDS-2	File Management Fee*	per year	-	Up to 112,000.00	This fee is being introduced to offer applicants of complex developments the option of a dedicated senior planner. A complex development could include an area where a secondary plan is required and it is of significant Regional interest (i.e. a GO station). This dedicated support will provide a single point of contact to the applicant throughout the life of the project. The applicant would enter into an agreement outlining all agreed upon costs upon project initiation. The intention is to have this type of fee in place, if required, as growth in Niagara is expected to increase and with it a rise in potential for such large projects. In response to Councillor questions at the January 14, 2021 BRCOTW, the language on the fee under its asterisk has been updated to clarify at the "recommendation" of the Commissioner, Planning & Development Services (it had previously stated "discretion") and add "at the option of the applicant". Also, the fee amount now specifies "Up to" the fee. This fee would be over and above any other required fees and charges under a planning application.	The maximum yearly amount of the fee is the average annual compensation of a senior planner including all payroll-related costs. Based on actual staff commitment to the file, the fee would be prorated and billed periodically to the applicant. An agreement would be entered into with the applicant prior to project initiation stating agreed upon costs as related to this fee.

* Large complex files requiring a dedicated resource to support and expedite the approval process at the recommendation of the Commissioner, Planning & Development Services and the option of the applicant.

Planning Services:

Regional Official Plan Amendments (ROPA):

PDS-3	Regional Official Plan Amendment Review	per application	18,125.00	18,310.00		
PDS-4	Regional Official Plan Amendment Application Fee - Urban Boundary Expansion	per application	36,000.00	36,360.00		
PDS-5	ROPA to Establish or Expand a Pit or Quarry **	per application	113,885.00	115,025.00		
PDS-6	Advertising - Public Notice (Applicant is responsible for advertising cost over & above the application fee)	per application	cost of advertising plus applicable HST	cost of advertising plus applicable HST		

** In addition to the fees set out above for Pits and Quarries (new and expansion fees), the owner/applicant shall bear any and all costs pertaining to Peer Reviews and for an Aggregate Advisor, if required. The owner/applicant shall be required to sign a cost acknowledgement agreement which must be signed and submitted as part of the application.

Local Official Plan Amendments:

PDS-7	Major Official Plan Amendment Review (Change in land use designation, conversion, or significant change in policy direction)	per application	9,715.00	9,815.00		
PDS-8	Minor Official Plan Amendment Review (Change in policy)	per application	5,180.00	5,235.00		
PDS-9	Technical Official Plan Amendment Review (Limited scope of Provincial/Regional interests affected)	per application	-	535.00	Staff have identified a scenario where a Local Official Plan Amendment (OPA) Review is required that has limited to no Provincial or Regional interests and where only a minimal review and comment on the OPA is needed to exempt it from Regional approval. With less staff time required, a lower value fee than fees PDS-7 and PDS-8 would be applicable.	Staff have estimated that the time required at an applicable compensation rate including payroll-related costs for this type of review would be equivalent to PDS-31 (a minor site plan review) as work efforts would be similar and, as such, have set PDS-9 at the same amount.

Regional Municipality of Niagara
2021 Schedule of Fees and Charges
(effective February 1, 2021)

yellow - fee (\$) change
green - new fee

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Fee #	Fee/Charge Description	Unit of Measure	2020 Fee/Charge (\$)	2021 Total Fee/Charge (\$)	New Fee Commentary	Analysis of New Fee
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Development Services:

Subdivision, Vacant Land or Common Element Condominium Base Fee:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-10	Draft Plan Review (Fee is based on the entire area of the subdivision)	per application	5,180.00 base fee + 1,145.00 per hectare	5,235.00 base fee + 1,160.00 per hectare		
PDS-11	Revision to Submission by Applicant (Prior to Draft Approval)	per application	1,300.00	1,315.00		
PDS-12	Modification of Draft Plan Approval	per application	2,595.00	2,625.00		
PDS-13	Extension of Draft Plan Approval	per application	1,300.00	1,315.00		
PDS-14	Extension of Draft Plan Approval (Approved prior to 2006)	per application	2,595.00	2,625.00		
PDS-15	Clearance of Draft Plan Conditions	per phase	2,595.00	2,625.00		

Standard Condominium Base Fee:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-16	Combined Standard Condominium and Site Plan Review Fee	per application	3,890.00	3,930.00		
PDS-17	Plan of Standard Condominium Review (where site plan review is not required)	per application	2,595.00	2,625.00		
PDS-18	Revisions to Submission by Applicant (Prior to Approval)	per application	1,300.00	1,315.00		
PDS-19	Modification of Standard Draft Plan of Condominium Approval	per application	650.00	660.00		
PDS-20	Extension of Standard Draft Plan of Condominium Approval	per application	720.00	730.00		
PDS-21	Extension of Standard Draft Plan of Condominium Approval (Approved prior to 2006)	per application	1,430.00	1,445.00		
PDS-22	Clearance of Conditions (Standard Plan of Condominium)	per application	720.00	730.00		

Zoning By-law Amendments Base Fee:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-23	Zoning By-law Amendment Review	per application	1,300.00	1,315.00		
PDS-24	Agricultural purposes only (APO) zoning amendment ***	per application	420.00	425.00		
PDS-25	Revision to Submission by Applicant (Prior to Approval)	per application	650.00	660.00		
PDS-26	Removal of holding symbol	per application	650.00	660.00		

*** Where the Region or Local Area Municipality has requested an APO zone as a condition of severance approval there will be no charge for the APO application.

Consent Reviews Base Fees:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-27	Consent Review - Urban	per application	620.00	630.00		
PDS-28	Consent Review - Rural /Outside Urban	per application	875.00	885.00		
PDS-29	Final certification fee (active consent files still remaining under the authority of the Region will be subject to Final Certification Fee, payable upon request for final certification, prior to registration.)	per application	265.00	270.00		

Site Plan Reviews Base Fees:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-30	Major Site Plan Review (Applications which entail a Regional response if the subject property is located on a Regional road or there are Regional infrastructure/facilities located nearby or the application has a Regional or Provincial issue as determined by the local municipal planner.)	per application	1,300.00	1,315.00		
PDS-31	Minor Site Plan Review (Minor Site Plans requiring Waste Collection Review, Entrance Permits, Encroachment Permits, Sign Permits.)	per application	525.00	535.00		
PDS-32	Revision to Submission by Applicant (Prior to Approval)	per application	650.00	660.00		
PDS-33	Review of Waste Management Only	per application	420.00	425.00		
PDS-34	Clearance of Site Plan Conditions	per application	1,300.00	1,315.00		

Minor Variance Reviews Base Fees:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

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PDS-35	Minor Variance Review (excludes Septic) (Applications which require Regional Review if the subject property is located on a Regional road or there are Regional infrastructure/facilities located nearby or the application has a Regional or Provincial issue.)	per application	420.00	425.00		

Niagara Escarpment Plan Applications:

Additional fees apply for Storm Water, Urban Design, Hydrogeology, EIS and/or Private Sewage System Reviews as required.

PDS-36	Development Permit Review	per application	785.00	795.00		
PDS-37	Minor Development Permit Review (No Provincial or Regional concerns identified (i.e. sheds, garages, pools, etc.))	per application	420.00	425.00		

All Development Applications are subject to the following additional fees as applicable:

PDS-38	Storm Water Review more than 5 ha	per application	1,870.00	1,890.00		
PDS-39	Storm Water Review < 5 ha	per application	625.00	635.00		
PDS-40	Major Urban Design Review	per application	615.00	625.00		
PDS-41	Minor Urban Design Review	per application	255.00	260.00		
PDS-42	Hydrogeology Review	per application	1,200.00	1,215.00		
PDS-43	Major Environmental Impact Study (EIS) Review (2 or more features)	per application	2,245.00	2,270.00		
PDS-44	Minor EIS Review (1 feature)	per application	1,125.00	1,140.00		
PDS-45	EIS Terms of Reference (TOR) Review (To be deducted from EIS fee when EIS Submitted)	per application	400.00	405.00		
PDS-46	EIS Draft Review (To be deducted from EIS fee when EIS Submitted)	per application	400.00	405.00		
PDS-47	EIS Second Submission (Addendum) Review	per application	No Charge	No Charge		
PDS-48	EIS Third Submission (Addendum) Review	per application	1,200.00	1,215.00		
PDS-49	Private Sewage System Review	per lot or unit	400.00	400.00		

Secondary Plans:

PDS-50	Secondary Plans - Privately Initiated (Fee Includes Secondary Plan fee, Urban Design Review, Engineering Review, and OPA review)	per application	13,460.00	13,595.00		
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Maintenance Fees:

PDS-51	Maintenance Fees (Where a file is inactive for over one year, a final maintenance fee will apply to keep the file open. If the fee is not received within four weeks of a request, the file will be closed.)	per application	1,300.00	1,300.00		
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LPAT Appeal Record Preparation:

PDS-52	LPAT Appeal Record Preparation	per application	625.00	635.00		
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Environmental Site Assessments (Brownfields) Requests to Use Non-potable Water Site Condition Standards:

PDS-53	Response to request	per application	650.00	660.00		
PDS-54	Response to request - Update Letter	per application	100.00	105.00		

Urban Design Projects Associated with Development/Planning Applications:

PDS-55	Urban Design - Concept Design	per hour	\$115.00 Hourly Rate applies unless work covered under Service Agreement	\$120.00 Hourly Rate applies unless work covered under Service Agreement		
PDS-56	Urban Design - Streetscape Design	per hour	\$115.00 Hourly Rate applies unless work covered under Service Agreement	\$120.00 Hourly Rate applies unless work covered under Service Agreement		
PDS-57	Urban Design & Architectural Peer Review	per hour	\$115.00 Hourly Rate applies unless work covered under Service Agreement	\$120.00 Hourly Rate applies unless work covered under Service Agreement		

Sewage System Applications:

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PDS-58	New system	per application	1,100.00	1,100.00		
PDS-59	Holding tank	per application	1,100.00	1,100.00		
PDS-60	Septic tank replacement only	per application	600.00	600.00		
PDS-61	Permit Review and Issuance (then cancelled within 1 year)	per application	-	400.00	This fee will be applicable when staff complete the detailed review for a new sewage system, complete an initial site assessment, and issue the permit, then for various reasons, the project is subsequently cancelled. Currently, the entire \$1100 paid for the permit is refunded when we have already completed some review and approval work. The addition of this fee will mean a net of \$700 is refunded instead, allowing for cost recovery of work already completed.	Staff estimate that in this scenario, where work has already been completed, that the time required at an applicable compensation rate including payroll-related costs is equivalent to the existing preliminary site inspection fee PDS-63.
PDS-62	Hydrogeology review	per study	1,200.00	1,200.00		

Small, On Lot Sewage Systems - Special Requests:

PDS-63	Preliminary site inspection (where no other application has been made)	per application	400.00	400.00		
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Small, On Lot Sewage Systems - Real Estate Inquiries Including Site Inspection Visits:

PDS-64	Site inspection and report	per application	565.00	565.00		
PDS-65	File searches only	per application	282.50	282.50		

MOE, Ontario Water Resources Act (Sec 52, 53):

PDS-66	Admin processing	per application	200.00	200.00		
PDS-67	Admin amendments	per application	100.00	100.00		
PDS-68	MOE application processing fee for storm and sanitary sewers and appurtenances	per application	900.00	900.00		
PDS-69	MOE application processing fee for storm and sanitary sewers pump stations and force mains	per application	1,800.00	1,800.00		
PDS-70	Watermains and appurtenances, including hydrants	per application	1,000.00	1,000.00		
PDS-71	Servicing Review with Stormwater Management	per application	2,000.00	2,000.00		

Regional Water & Sewer Lateral Connections:

PDS-72	Water service connection	per application	1,250.00	1,250.00		
PDS-73	Sanitary and storm sewer lateral connection	per application	1,250.00	1,250.00		

Note - Development Services Fees:

- All development review/processing fees must be received by the Development Services Division prior to the Region's submission of comment/recommendations to the approval authority.
- The Region's review/processing fees are not refundable if an application is refused or only partially approved by the approval authority.
- The Region's review/processing fees may be returned if the applicant voluntarily withdraws the application prior to staff commencing the review process.
- In addition to development review fees the Region may require the applicant to cover the cost of peer review for specific technical studies.
- All development applications initiated by a local municipality are exempt from the Region's development review fees.
- Wainfleet, Welland and West Lincoln do their own private sewage system review and therefore the Regional private septic system review fee is not required.
- All development applications are circulated to the Region for review, except where the Region has determined through pre-consultation that the development proposal is exempt from further circulation and review.

Police Services:

See Police Services Board by-law on user fees & charges.

Note - Tax Implication:

- If HST is found to be applicable where originally deemed not applicable, HST will be applied and payable by the user paying the fee or charge.
- Inter- and intra-municipal supplies are tax exempt and billed under the "2021 Base Fee/Charge" column unless they relate to supply of electricity, gas, steam, or telecommunication services made while acting as a public utility.