

City of Mississauga  
**Corporate Report**



<p>Date: September 18, 2023</p>	<p>Originator's files:</p>
<p>To: Chair and Members of Budget Committee - Fees and Charges</p> <p>From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works</p>	<p>Meeting date: October 4, 2023</p>

## Subject

**2024 Transportation and Works Fees and Charges**

## Recommendation

1. That the Transportation and Works Department fees and charges, as outlined in Appendix 1, Appendix 2 and Appendix 3, attached to the Corporate Report dated September 18, 2023 from the Commissioner of Transportation and Works entitled "2024 Transportation and Works Fees and Charges" be approved.
2. That User Fees and Charges By-law 0244-2022, as amended, be repealed effective at the end of December 31, 2023.
3. That a new consolidated user fees and charges by-law effective January 1, 2024, which will incorporate the approved fees and charges of various City departments, be enacted to incorporate and establish new, revised, and existing fees and charges for the Transportation and Works Department as outlined in the Corporate Report dated September 18, 2023 from the Commissioner of Transportation and Works entitled, "2024 Transportation and Works Fees and Charges."

## Executive Summary

- This report is the annual review of fees and charges for the Roads and Stormwater Service Areas in the Transportation and Works department.
- Review and revisions have been made to the current fees and charges to reflect increased costs and to ensure fees are comparable to fees charged in surrounding municipalities.
- Maintenance on existing fees and charges includes renaming existing fees, new fees, deletion of existing fees and some fees being split into two or more to reflect work

required, and in some cases utilizing cost recovery methodology based on the direct cost plus administration fee.

## Background

Each year, the Transportation and Works Department undertakes a review of the fees and charges charged under the *Municipal Act, 2001*, S.O. 2001, c. 25. The fees and charges include fees for administrative and other services/products provided by the department.

Fees and charges provide revenue to support services, which provide benefits to specific individuals and organizations, rather than all residents. Ensuring fees and charges increase to maintain cost recovery ratios and cover cost increases helps to reduce pressure on the City's tax levy requirements. If fees do not increase to cover costs, tax support for the program or service must increase and is paid by all residents rather than those that benefit from the services.

On December 7, 2022, Council enacted By-law 0244-2022, implementing the 2023 Transportation and Works fees. This report sets out the proposed fees and charges for 2024. The 2024 fees and charges, if approved through this report, will be included as part of a new consolidated user fees and charges by-law.

## Comments

Transportation and Works fees and charges have been thoroughly reviewed and revisions have been made to reflect increased costs. In general, fees and charges have been increased by the rate of inflation, which has been estimated at 3%. This rate may be slightly higher when amounts are rounded to whole numbers. Municipal benchmarking comparisons have been conducted for the current/proposed fees and are comparable to fees charged in surrounding municipalities.

Fee increases or new fees are generally as a result of increased administrative and production costs or new services provided.

### **The following is a summary of new fees being introduced for 2024:**

#### **Infrastructure Planning & Engineering Services – Development Engineering and Construction**

The following new fees are being introduced to cover the cost of staff to review and coordinate.

- Shoring Permit Review Fee (without encroachment) - \$400.00 per application
- Shoring Permit Review Fee (with encroachment) - \$800.00 per application
- Compliance Letters/Lawyer's Letters - \$250.00 per letter
- Site Review Fee (non-refundable) Pre- and post-construction inspections (for infill, subdivisions, commercial, industrial, etc.) - \$750.00 per application has been split into two fees to reflect work required.
- Site Review Fee (non-refundable) Certification required/Site Plan application .Pre- and post-construction inspections per Building Permit No. (For infill 10+ units, subdivisions, commercial, industrial, etc.) - \$800.00 per application
- Site Review Fee (non-refundable) Certification required/No Site Plan application. Pre- and post-construction inspections per Building Permit No.(for infill 10 units or less)- \$1000.00 per application
- Site Review Fee (non-refundable) for In-Ground or On-Ground Pools. For installation of residential pools (Please note that Above-Ground Pools are exempted) - \$450.00 per site has been split into two fees to reflect work required.
- Site Review Fee (non-refundable) for In-Ground Pools. For installation of residential pools - \$500.00 per site
- Site Review Fee (non-refundable) for On-Ground Pools. For installation of residential pools - \$250.00 per site

### **Works Operations and Maintenance Division – Maintenance Contracts**

The following two new fees have been created to recover the cost associated with driveway construction.

- Asphalt Driveway - Residential (Asphalt Only) - \$68.75 per square metre
- Asphalt Driveway - Industrial/Commercial (including excavation and granular base) - \$205.03 per square metre

### **The following is a summary of fees being deleted for 2024:**

#### **Infrastructure Planning & Engineering Services – Development Engineering and Construction**

- Site Review Fee (non-refundable) Pre- and post-construction inspections (for infill, subdivisions, commercial, industrial, etc.) - \$750.00 per application has been split into two fees to reflect work required.
- Site Review Fee (non-refundable) for In-Ground or On-Ground Pools. For installation of residential pools (Please note that Above-Ground Pools are exempted) - \$450.00 per site has been split into two fees to reflect work required.
- Unclaimed Deposits for Lot Grading (no certification required), Municipal Service Protection, Erosion & Sedimentation - \$300.00, is proposed to be deleted, since this fee

is overlap with Commercial/Residential Property - Unclaimed Deposit Release (Lot Grading, MSPD, ESC) fees.

### **Works Operations and Maintenance Division – Maintenance Contracts**

- The fee for Curb Improvements (rolled curb, pre-cast curb replacement) is duplicated fee and should be deleted
- The fee for Maximum Administration Fee is no longer applicable to business section and should be deleted

### **Other Changes:**

#### **Infrastructure Planning & Engineering Services – Development Engineering and Construction**

The following fees have been renamed as identified in the attached Appendix 1:

- “Site Review Fee (non-refundable) Pre- and post-construction inspections (for additions/alterations.)” has been renamed to “Site Review Fee (non-refundable) No certification required. Pre- and post-construction inspections (for additions/alterations.)”
- “Commercial/Residential Property - Lot Grading Deposit Release” has been renamed to “Commercial/Residential Property - Lot Unclaimed Deposit Release (Lot Grading, MSPD, ESC)”
- “Lot Grading (Development/ Multi Unit) Investigation: For non-compliance of approved grading plan, lands covered by a Servicing Agreement” has been renamed to “Lot Grading (Development/ Multi Unit) Investigation: For non-compliance of approved grading plan.”
- “Lot Grading (Infill) Single/Semi Investigation .For non-compliance of approved grading plan, lands not covered by a Servicing Agreement” has been renamed to “Lot Grading (Infill) Single/Semi Investigation (including complaints):For non-compliance of approved grading plan.”

#### **Works Operations and Maintenance Division – Maintenance Standards & Permits**

This section has been renamed to Road Occupancy Permit and Contract Compliance

The following fees have been renamed as identified in the attached Appendix 1:

- “Non-Compliance Fee/Inspection Fee” has been renamed to “Additional Inspection Fee”
- “Permit Extension /Revision Application (Does not apply to permits related to Storage (waste bins, moving & storage containers and Complex Construction)” has been

renamed to “Permit Extension /Revision Application (Does not apply to permits related to Waste Bins, Moving & Storage Containers and Complex Construction).”

Various fees unit description has been changed from Per Permit to Per Permit Application

### **Works Operations and Maintenance Division – Maintenance Contracts**

The following fees have been renamed as identified in the attached Appendix 1:

- “Culvert Installations/ Extensions (including headwalls)” has been renamed to “Culvert Removal”
- “Asphalt Residential” has been renamed to “Asphalt Residential Roadway”
- “Asphalt Commercial” has been renamed to “Asphalt Commercial Roadway”

The unit description for minimum charges of the following fees has been changed identified in the attached Appendix 1:

- Curb Cuts (does not include work on the boulevard) Per metre (min. charge \$164.00) to Per metre (min. charge \$321.88)
- Curb Installations/ Reinstatements and Improvements – Standard Curb Per metre (min. charge \$759.00) to Per metre (min. charge \$1687.50)
- Curb Installations/ Reinstatements and Improvements – Heavy Duty Curb Per metre (min. charge \$759.00) to Per metre (min. charge \$686.25)
- Residential Sidewalk installation Per square metre (min. charge \$677.00) to Per square metre (min. charge \$413.00)
- Industrial/Commercial Sidewalk Per square metre (min. charge \$762.00) to Per square metre (min. charge \$455.00)
- Splash Pad Removal and/or installation Per square metre (min. charge \$677.00) to Per square metre (min. charge \$413.00)
- Asphalt Residential Roadway Per Square Metre (min. charge \$508.00) to Per Square Metre (min. charge \$787.50)
- Asphalt Commercial Roadway Per Square Metre (min. charge \$687.00) to Per Square Metre (min. charge \$925.00)

## **Financial Impact**

The additional revenue being generated through the revised and new Transportation and Works fees and charges proposed in Appendix 1 will be offsetting increased costs in the 2024 departmental budget submission. The proposed stormwater rate increase is expected to generate approximately \$2,032,000 in additional revenue.

## Conclusion

The annual review of Transportation and Works fees and charges has resulted in a few deletions, revisions, housekeeping changes (including name changes) and a limited amount of new fees to cover increased costs.

## Attachments

- Appendix 1: Schedule "B-1" of the Transportation and Works Fees and Charges
- Appendix 2: Schedule "B-2" of the Transportation and Works Fees and Charges - Charges to External or Internal Parties for Engineering, Construction, Maintenance, Traffic and Street Lighting Works
- Appendix 3: Schedule "B-4" Stormwater Fees and Charges



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