

Date: August 17, 2020	Originator's files:
To: Chair and Members of Budget Committee	
From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works	Meeting date: October 7, 2020

Subject

2021 Transportation and Works Fees and Charges

Recommendation

1. That the Transportation and Works Department fees and charges, as outlined in Appendix 1 attached to the Corporate Report dated August 17, 2020 from the Commissioner of Transportation and Works entitled "2021 Transportation and Works Fees and Charges" be approved.
2. That User Fees and Charges By-law 0156-2019, as amended, be repealed effective at the end of December 31, 2020.
3. That a new consolidated user fees and charges by-law, effective January 1, 2021, 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 August 17, 2020 from the Commissioner of Transportation and Works entitled, "2021 Transportation and Works Fees and Charges."

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 October 9, 2019, Council enacted By-law 156-2019, implementing the 2020 Transportation and Works fees. This report sets out the proposed fees and charges for 2021. The 2021 fees and charges, if approved through this report, will be added into 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 1.5%. 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 the 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 2021:

Works Operations and Maintenance Division – Maintenance Standards & Permits

Utility (Municipal Consent-Limited) Road Occupancy Permit - \$25 – Insures that maintenance works are in compliance with City standards and provincial legislation and that the health and safety of the public is protected.

Non-Compliance Fee - \$190 – Allows for an investigation when a non-compliance issue has been identified as part of the standard inspections included in the permit fee.

Traffic Management and Municipal Parking – Traffic Management

Streetlight Off (flat fee) - \$500 – The cost for turning the lights on and off and for any associated road system monitoring when requested by the filming industry.

The proposed revisions and justifications are set out in Appendix 1 included with this report.

The following is a summary of fees being deleted for 2021:

Enforcement Division – Animal Services

First Impound-Licensed Pet - \$25 – Licensed pets will receive the first impound at no charge. This is contingent on the successful introduction of Ren's Reward Voucher Program by December 1, 2020.

Enforcement Division – Parking Enforcement

Parking Ticket Telephone Payment -\$1.50 – Effective October 2020 the telephone payment (IVR) service provided by the vendor will be decommissioned. Less than 6% of total ticket payments are paid through this channel and alternate payment options such as online ticket payment can be used.

Enforcement Division – Mobile Licensing Enforcement

Taxi Plate Inactivity Extension - \$364.25 – No longer charged per Council direction.

Works Operations and Maintenance Division – Office Services

Expedited Permit Processing Fees (non-refundable) - \$92.25 – The service cannot be provided in less than five days due to the volume and complexity associated with processing applications.

The proposed revisions and justifications are set out in Appendix 1 included with this report.

Other Changes:

Works Operations and Maintenance Division – Maintenance Standards and Permits

The Works Operations and Maintenance division has transferred several fees to the Traffic Management and Municipal Parking division as identified in the attached Appendix 1.

Schedule “B” Transportation and Works Fees and Charges – The Direct City Labour Cost for works undertaken by the City and by contract forces has been adjusted from 35% to 60% to reflect a more realistic labour burden. The Administration Fee applied as a percentage of Direct Costs to compensate the City for indirect costs for works performed on behalf of external or internal parties has been equalized.

Financial Impact

The additional revenue being generated through the revised and new Transportation and Works fees and charges proposed in Appendix 1 will be incorporated in the 2021 departmental budget submission. The impact of the revised and new fees on the 2021 budget will be offset by increased costs. The proposed fees are expected to generate approximately \$747,340 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: 2021 Transportation and Works Fees and Charges

Appendix 2: Schedule ‘B’ of the 2021 Transportation and Works Fees and Charges



Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

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