



Town of Newmarket  
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## **2019 User Fees & Charges - Licensing Information Report**

Report Number: 2018-31

Department(s): Legislative Services & Financial Services

Author(s): Director, Legislative Services, Director, Financial Services

Date: August 2, 2018

In accordance with the Procedure By-law, any member of Council may make a request to the Town Clerk that this Report be placed on an upcoming Committee of the Whole agenda for discussion.

### **Executive Summary**

See below

### **Purpose**

The purpose of this report is two-fold:

1. To notify Council of the recommended increases to the Licensing Fees for 2019; and
2. To allow Council the opportunity to make changes to these fees, if warranted.

### **Background**

The 2018 Municipal Election creates some challenges in the budget cycle. One of these is the setting of fees and charges for the first year of a newly elected Council. The first scheduled meeting of the newly elected Council is December 17, 2018. This would only leave two weeks prior to the implementation of new fees and charges, if such fees were adjusted on the customary date of January 1. This would not be ideal, as Licensing Fee increases require sufficient time for businesses to budget for anticipated changes to fees.

The recommendations contained within Financial Services Report 2018-22, entitled Delegated Authority for Fees/Charges and adopted by Council on May 28, 2018 endorsed that limited authority be granted to the Treasurer to approve 2019 Licensing Fees and Charges. The limitation imposed was that any increase in fees not exceed the rate of inflation and comply with the Service Pricing Policy. Council further directed that an Information Report be prepared outlining the proposed fee increases.

## **Discussion**

### **The proposed fees and charges do not exceed the rate of inflation.**

The inflation rate applied to the proposed increase in fees is 2.8%. This percentage was the annual increase in the Toronto Consumer Price Index as at March 31, 2018. The rate was set at that time to facilitate the development of budgets for 2019.

None of the proposed fees exceed a 2.8% increase. The fees are predominately in the 2.5% to 2.8% increase range or have no increase. Staff have worked within the limit and the proposed fee increases have been rounded down to the nearest dollar.

### **The proposed fees and charges comply with the Service Pricing Policy.**

The Service Pricing Policy sets a cost recovery target of 60-100%. Based on preliminary numbers, the average fee increase is in the 2% range and an average cost increase in the 1.5% range. This should maintain our current level of cost recovery.

## **Conclusion**

Licensing fees and charges are being targeted to increase by no more than 2.8% and will come into effect on January 1, 2019.

## **Business Plan and Strategic Plan Linkages**

The adoption of the Fees and Charges by-law and implementing adjustments to Licensing Fees is in alignment with the Council strategic theme of Efficiency/Financial Management and is a component of a sustainable financial strategy.

## **Consultation**

Legislative Services has developed these rates based upon cost recovery targets and their knowledge of the market.

## Human Resource Considerations

N/A

## Budget Impact

Operating Budget

The additional revenue anticipated as a result of the increase in Licensing Fees is estimated to be \$8,000.

## Attachments

Schedule A

## Contact

For more information on this report, contact Lisa Lyons, Director of Legislative Services/Town Clerk, 905-953-5300, extension 2211 or [llyons@newmarket.ca](mailto:llyons@newmarket.ca)

## Approval



Lisa Lyons  
Director, Legislative Services/Town Clerk



for Mike Mayes, CPA, CGA, DPA  
Director, Financial Services/Treasurer



For Esther Armchuk, LL.B  
Commissioner, Corporate Services

**TOWN OF NEWMARKET  
2019 USER FEES  
Schedule A to By-law 2018-xx**

**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2019**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	TOTAL FEE	INCREASE
<b>ADULT ENTERTAINMENT PARLOURS</b>						
Owner*	each	N	\$ 607.00	\$ 624.00	\$ 624.00	2.8%
Owner/Operator*	each	N	\$ 490.00	\$ 503.00	\$ 503.00	2.7%
Operator*	each	N	\$ 365.00	\$ 375.00	\$ 375.00	2.7%
Entertainer	each	N	\$ 250.00	\$ 257.00	\$ 257.00	2.8%
<b>ADULT VIDEOS</b>						
Store*	each	N	\$ 425.00	\$ 437.00	\$ 437.00	2.8%
Video Tape Store-where provision of Adult Videotapes is only incidental to the carrying on of the business of the provision of videotapes*	each	N	\$ 375.00	\$ 385.00	\$ 385.00	2.7%
<b>AMUSEMENT- PLACE OF</b>						
Class A (more than 4)*	each	N	\$ 400.00	\$ 411.00	\$ 411.00	2.8%
Class B (1 to 4)*	each	N	\$ 288.00	\$ 296.00	\$ 296.00	2.8%
Class C (Mall up to 10)*	each	N	\$ 407.00	\$ 418.00	\$ 418.00	2.7%
Family Entertainment Centre*	each	N	\$ 412.00	\$ 423.00	\$ 423.00	2.7%
<b>ANIMAL LICENSING</b>						
Standard Dog or Cat over 4 months (non-refundable)	each	N	\$ 35.00	\$ 35.00	\$ 35.00	0.0%
Seniors/Special Rate Dog or Cat over 4 months (non-refundable)	each	N	\$ 30.00	\$ 30.00	\$ 30.00	0.0%
Dog or Cat transfer from other Municipality (non-refundable)	each	N	\$ 5.00	\$ 5.00	\$ 5.00	0.0%
Dog or Cat replacement tag (non-refundable)	each	N	\$ 5.00	\$ 5.00	\$ 5.00	0.0%

**TOWN OF NEWMARKET**  
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**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2019**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	TOTAL FEE	INCREASE
<b>AUCTIONEERS*</b>	each	N	\$ 200.00	\$ 205.00	\$ 205.00	2.5%
<b>BILLIARDS (MORE THAN 4 TABLES)*</b>	each	N	\$ 294.00	\$ 302.00	\$ 302.00	2.7%
<b>BILLIARDS (1 - 4 TABLES)*</b>	each	N	\$ 236.00	\$ 242.00	\$ 242.00	2.5%
<b>BODY RUB PARLOUR</b>						
Body-Rub Parlour Owner*	each	N	\$ 607.00	\$ 624.00	\$ 624.00	2.8%
Body-Rub Parlour Owner/Operator*	each	N	\$ 607.00	\$ 624.00	\$ 624.00	2.8%
Body-Rub Parlour Operator*	each	N	\$ 423.00	\$ 435.00	\$ 435.00	2.8%
Body-Rub Attendant	each	N	\$ 300.00	\$ 308.00	\$ 308.00	2.7%
<b>BOWLING ALLEYS*</b>	each	N	\$ 394.00	\$ 405.00	\$ 405.00	2.8%
<b>CARNIVAL</b>	each	N	\$ 270.00	\$ 277.00	\$ 277.00	2.6%
<b>CATERING/REFRESHMENT VEHICLES</b>						
Cart/Vehicle/Bicycle*	each	N	\$ 311.00	\$ 319.00	\$ 319.00	2.6%
Cart/Vehicle/Bicycle operator*	each	N	\$ 130.00	\$ 133.00	\$ 133.00	2.3%
Refreshment Special Occasion Permit	each	N	\$ 80.00	\$ 82.00	\$ 82.00	2.5%
Lost Refreshment Vehicle Plate	each	N	\$ 85.00	\$ 85.00	\$ 85.00	0.0%
Lost Refreshment Vehicle Operator ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0.0%
Refreshment Cart Location - change to or additional location	each	N	\$ 57.00	\$ 58.00	\$ 58.00	1.8%
Refreshment Vehicle Transfer	each	N	\$ 178.00	\$ 183.00	\$ 183.00	2.8%
Clothing Donation Bin	each	N	\$ 222.00	\$ 228.00	\$ 228.00	2.7%
Clothing Donation Bin - Charities	each	N	\$ 83.00	\$ 85.00	\$ 85.00	2.4%
Clothing Donation Bin - Change Location	each	N	\$ 57.00	\$ 58.00	\$ 58.00	1.8%

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**2019 USER FEES**  
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**DEPARTMENT: Legislative Services - Licensing Fees**

**Effective Date: January 1, 2019**

SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	TOTAL FEE	INCREASE
Clothing Donation Bin - Impound Fee per Bin	each	N	\$ 100.00	\$ 100.00	\$ 100.00	0.0%
Clothing Donation Bin - Daily Storage Fee per Bin	each	N	\$ 20.00	\$ 20.00	\$ 20.00	0.0%
Driving School Instructor	each	N	New	\$ 125.00	\$ 125.00	n/a
<b>FIREWORKS</b>						
Mobile Sales Premise	each	N	\$ 365.00	\$ 375.00	\$ 375.00	2.7%
Temporary Sales Premise	each	N	\$ 365.00	\$ 375.00	\$ 375.00	2.7%
Permanent Sales Premise	each	N	\$ 365.00	\$ 375.00	\$ 375.00	2.7%
<b>HAWKERS &amp; PEDLAR</b>						
Class A operator	each	N	\$ 415.00	\$ 426.00	\$ 426.00	2.7%
Employer License	each	N	\$ 300.00	\$ 308.00	\$ 308.00	2.7%
Class B "Special Sale" Per Day	each	N	\$ 108.00	\$ 111.00	\$ 111.00	2.8%
Class B "Special Sale" Maximum of 7 days	each	N	\$ 365.00	\$ 375.00	\$ 375.00	2.7%
Class C "Shopping Mall"	each	N	\$ 427.00	\$ 439.00	\$ 439.00	2.8%
Class D "Shopping Mall"	each	N	\$ 382.00	\$ 392.00	\$ 392.00	2.6%
Class E "Show Sale"	each	N	\$ 406.00	\$ 417.00	\$ 417.00	2.7%
Lost Picture ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0.0%
<b>HORSE-RIDING ESTABLISHMENTS*</b>	each	N	\$ 470.00	\$ 483.00	\$ 483.00	2.8%
<b>LOUD SPEAKERS</b>	each	N	\$ 194.00	\$ 199.00	\$ 199.00	2.6%
<b>NEWSPAPER BOXES</b>	each	N	\$ 55.00	\$ 56.00	\$ 56.00	1.8%
Newspaper Box - Impound fee per box	each	N	\$ 60.00	\$ 61.00	\$ 61.00	1.7%
Newspaper Box - Daily storage fee per box	each	N	New	\$ 20.00	\$ 20.00	n/a
<b>OUTDOOR SERVING AREAS*</b>	each	N	\$ 355.00	\$ 365.00	\$ 365.00	2.8%
<b>SECOND HAND GOODS SHOPS &amp; DEALERS*</b>	each	N	\$ 435.00	\$ 447.00	\$ 447.00	2.8%

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SERVICE PROVIDED	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2018 FEE BEFORE TAX	2019 FEE BEFORE TAX	TOTAL FEE	INCREASE
<b>TAXI</b>						
Taxi Owner License (Plate)*	each	N	\$ 3,655.00	\$ 3,757.00	\$ 3,757.00	2.8%
Taxi Owner License Renewal (Plate)*	each	N	\$ 550.00	\$ 550.00	\$ 550.00	0.0%
Taxi Broker*	each	N	\$ 612.00	\$ 612.00	\$ 612.00	0.0%
Taxi Plate Owner Transfer (Sale)	each	N	\$ 470.00	\$ 470.00	\$ 470.00	0.0%
Taxi Driver New or after renewal date	each	N	\$ 182.00	\$ 182.00	\$ 182.00	0.0%
Taxi Driver Renewal before May 1st	each	N	\$ 108.00	\$ 108.00	\$ 108.00	0.0%
Taxi Driver Priority List	each	N	\$ 84.00	\$ 84.00	\$ 84.00	0.0%
Reinspection of Taxi Vehicle	each	N	\$ 59.00	\$ 59.00	\$ 59.00	0.0%
Vehicle transfer	each	N	\$ 178.00	\$ 178.00	\$ 178.00	0.0%
Lost Taxi Plate	each	N	\$ 85.00	\$ 85.00	\$ 85.00	0.0%
Lost Taxi Driver ID	each	N	\$ 25.00	\$ 25.00	\$ 25.00	0.0%
Lost Tariff Sheet	each	N	\$ 15.00	\$ 15.00	\$ 15.00	0.0%
Taxi test fee (per test)	each	N	\$ 28.00	\$ 28.00	\$ 28.00	0.0%
*Late Payment Fee for some classes of licenses		N	\$ 25.00	\$ 25.00	\$ 25.00	0.0%