



Town of Newmarket Council Information Package

Index of Attachments

Date: January 3, 2020

	Pages
General Correspondence Items	
1. Ontario's Poverty Reduction Strategy	2
Ministry of Children, Community & Social Services December 16, 2019	
2. Regional Council Decision - Development Application Fee Review 2019	6
York Region December 19, 2019	
3. 2018-2019 Chief Drinking Water Inspector Annual Report & Minister's Annual Report on Drinking Water 2019	30
Ministry of the Environment, Conservation & Parks December 20, 2019	
Proclamation, Lighting Requests and Community Flag Raising	
1. Black History Month	32
Proclamation - February Lighting - February 13 (yellow)	

**Ministry of Children,
Community and Social
Services**

**Ministère des Services à
l'enfance et des Services
sociaux et communautaires**



Minister's Office

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127-2019-9359

December 16, 2019

Dear Municipal Partner:

I am writing to let you know that the Ministry of Children, Community and Social Services, in collaboration with other ministries across government, is currently assessing Ontario's Poverty Reduction Strategy and is launching consultations to inform the development of a new five-year strategy, in accordance with the Poverty Reduction Act, 2009.

Our government believes that the people of Ontario are the province's greatest asset, and when they succeed, our economy and province succeed. However, we know that one in seven Ontario residents live in poverty.

Empowering people and supporting them during challenging times is a priority for our government. We also know that we cannot do this work alone. We are committed to listening and working with individuals, communities, organizations, businesses, Indigenous partners and all levels of government. It is our shared responsibility to create the conditions for success. To do so, we need organizations across the province to share their ideas and feedback about how we can work together to tackle poverty.

Our goal is to drive progress and identify solutions to reduce poverty. To inform our new Poverty Reduction Strategy, we will be asking Ontario residents how we can encourage job creation and connect people to employment opportunities; provide people with the right supports and services; and lower the cost of living and make life more affordable.

An online survey will be posted in January 2020 for a period of approximately 60 days. I hope that you will respond to the survey and encourage members of your community, including those who have experience living in poverty, to participate. We will share more information about the survey in the new year.

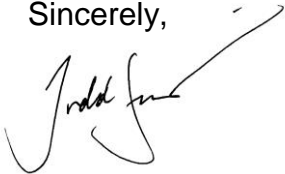
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We are also accepting written submissions and any recommendations for the next strategy as well as feedback on the previous 2014–19 Poverty Reduction Strategy, by e-mail at prso@ontario.ca or by mail at Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how identifying information included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith
Minister

**Ministry of Children,
Community and Social
Services**

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127-2019-9359

Le 16 décembre 2019

Madame, Monsieur,

Je vous écris pour vous informer que le ministère des Services à l'enfance et des Services sociaux et communautaires s'emploie actuellement, en collaboration avec d'autres ministères du gouvernement, à évaluer la Stratégie ontarienne de réduction de la pauvreté et entame des consultations en vue de l'élaboration d'une nouvelle stratégie quinquennale, conformément à la *Loi de 2009 sur la réduction de la pauvreté*.

Le gouvernement estime que les Ontariennes et les Ontariens sont les principaux atouts de la province et que c'est leur réussite qui garantit le dynamisme de l'économie et l'essor de l'Ontario. Cependant, nous savons que, dans la province, une personne sur sept vit dans la pauvreté.

Le gouvernement s'est fixé comme priorité d'aider les gens à prendre leur avenir en main et à traverser les périodes difficiles. Or, nous ne pouvons pas accomplir ce travail seuls. Nous avons à cœur d'écouter les particuliers, les communautés, les organismes, les entreprises, les partenaires autochtones et tous les ordres de gouvernement, et de travailler à leurs côtés. Il est de notre responsabilité commune de créer les conditions propices à la réussite. À cette fin, nous avons besoin que les organisations de toute la province nous transmettent leurs idées et leurs commentaires sur les moyens d'œuvrer ensemble à la lutte contre la pauvreté.

Notre objectif est d'accélérer les progrès et de trouver des solutions destinées à réduire la pauvreté. En vue de la nouvelle Stratégie de réduction de la pauvreté, nous solliciterons l'avis de la population ontarienne sur les façons d'encourager la création d'emplois, de permettre aux gens de trouver un emploi, de fournir des soutiens et des services appropriés, d'abaisser le coût de la vie et de rendre le quotidien plus abordable.

.../suite

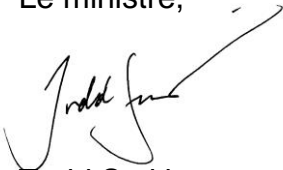
Nous publierons un sondage en ligne en janvier 2020 pendant environ 60 jours. J'espère que vous répondrez à ce sondage et que vous encouragerez les membres de votre communauté, y compris les personnes en situation de pauvreté, à y participer. Nous vous communiquerons de plus amples renseignements sur le sondage en début d'année prochaine.

Nous invitons également les intervenants à nous adresser des observations écrites, à nous faire part de leurs recommandations sur la prochaine stratégie et à nous transmettre leurs commentaires au sujet de la précédente Stratégie de réduction de la pauvreté (2014-2019), soit en nous envoyant un courriel à l'adresse prso@ontario.ca, soit en nous écrivant par courrier postal à l'adresse suivante : Stratégie de réduction de la pauvreté, 315, rue Front Ouest, 3^e étage, Toronto (Ontario) M7A 0B8. Si vous avez des questions relatives à l'utilisation des renseignements identificatoires figurant dans les observations qui nous sont transmises, veuillez communiquer avec la chef, Unité des politiques stratégiques, MSESC, par courriel à l'adresse prso@ontario.ca ou par téléphone au 647 308-9963.

Je me réjouis à l'idée d'échanger avec vous plus en détail.

Je vous prie d'agréer, Madame, Monsieur, mes salutations les plus cordiales.

Le ministre,



Todd Smith

On December 19, 2019, Regional Council made the following decision:

1. Council approve the fees outlined in Attachment 1 for the processing of development applications pursuant to Section 69 of the Planning Act and Section 391 of the Municipal Act, to take effect on January 1, 2020.
2. Council authorize a development application fee increase of 3% for planning applications, in addition to an annual cost of inflation increase to take effect on January 1, 2021 and January 1, 2022.
3. Council authorize the Commissioner of Finance to execute agreements related to the administration of the Development Charges By-law and requirements of Bill 108.
4. The Regional Clerk forward this report to local municipalities and Building Industry and Land Development Association for information.

The original staff report is attached for your information.

Please contact Teema Kanji at 1-877-464-9675 ext. 71506 if you have any questions with respect to this matter.

Regards,

Christopher Raynor | Regional Clerk, Office of the Regional Clerk, Corporate Services

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1
1-877-464-9675 ext. 71300 | christopher.raynor@york.ca | york.ca

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

The Regional Municipality of York

Committee of the Whole
Planning and Economic Development
December 12, 2019

Report of the Commissioner of Corporate Services and Chief Planner

Development Application Fee Review 2019

1. Recommendations

1. Council approve the fees outlined in Attachment 1 for the processing of development applications pursuant to Section 69 of the *Planning Act* and Section 391 of the *Municipal Act*, to take effect on January 1, 2020.
2. Council authorize a development application fee increase of 3% for planning applications, in addition to an annual cost of inflation increase to take effect on January 1, 2021 and January 1, 2022.
3. Council authorize the Commissioner of Finance to execute agreements related to the administration of the Development Charges By-law and requirements of Bill 108.
4. The Regional Clerk forward this report to local municipalities and Building Industry and Land Development Association for information.

2. Summary

This report recommends development application fees for Planning and Finance be updated through an amendment to Schedule 'A' of Bylaw 2010-15, the Region's Schedule of Fees and Charges, to be in place for the 2020 calendar year.

Key Points:

- Development application fees have been reviewed and adjusted approximately every three years, with the last update occurring in 2016
- The proposed fee increases and new fee categories are to capture the cost of service delivery
- A new Finance fee category is proposed to cover administrative costs associated with changes made to the *Development Charge Act*, 1997 by Bill 108
- An annual indexed fee increase is proposed to maintain cost recovery and support continuous improvement

- Continued investment in YorkTrax (development tracking system) is required to manage changes to development charges and reduced timelines for development approval implemented through Bill 108

3. Background

Planning Act and Municipal Act permit collection of fees

Section 69 of the *Planning Act* allows municipalities to charge a fee to meet the anticipated costs for processing development applications. Anticipated costs represent the estimated cost of processing activities for each application type. The Region collects fees for review and approval of a number of development related applications including:

- Official Plan Amendments (e.g. Regional official plan amendments, secondary plans)
- Plans of Subdivision and Condominium
- Site Plans

As the Region continues to urbanize, planning applications are becoming increasingly complex requiring additional staff time and involvement to ensure the Region's policy directions are coordinated with other agencies; implemented and Regional interests are protected.

Section 391 of the *Municipal Act* authorizes a municipality to impose fees or charges for services or activities provided by it. Together with the processing of planning applications, this allows the Region to charge for services such as negotiating and drafting legal documents.

Regional review ensures Regional interests are identified and protected early in the planning process

Regional and local Official Plans establish over-arching policy directions that support development approvals at the local level. Regional staff work closely with local municipal partners on development applications and appeals to ensure Regional and local policy objectives are met. The Region has noticed a shift toward more complex policy matters and development projects associated with intensification in urban areas. These areas are generally more technically complex and require more coordination.

Regional review of development applications ensures Regional interests are identified and protected early in the planning process. This helps to facilitate timely and effective coordination of development approvals. The following highlights some of staff's involvement:

- Provide submission checklist for all pre-consultation applications and attending pre consultation meetings for more complex applications to ensure Regional issues are identified upfront
- Preliminary review of studies prior to a formal applications being submitted

- Attend Local Technical Advisory Committees and Working Groups for urban expansion areas, new Secondary Plans and Key Development Areas
- Coordinate comments with York Region Rapid Transit Corporation and Toronto Transit Commission
- Attend Technical Advisory Workshops for Yonge Subway Expansion
- Track servicing allocation to ensure infrastructure investment aligns with growth

The Region recognizes the need for timely responses and approvals. Staff continually seek opportunities to streamline the review process and have invested in technology to ensure development review and approval meets established timeframes.

Staff time is not fully recoverable

Data provided through YorkTrax has provided a better understanding of staff time to process development applications. A significant amount of planning staff time is allocated toward tasks for which the Region does not collect fees such as attendance at Local Planning Appeal Tribunal hearings and review and approval of local municipal official plans. Costs associated with these tasks are not covered by the Fee Bylaw.

In addition, the Region does not charge fees for applications that are not of Regional interest. However, these applications are tracked in the YorkTrax system to provide the Region with a complete picture of development activity across the Region to inform infrastructure investment and monitoring of growth.

4. Analysis

Fee reviews are conducted to ensure alignment with the costs of development review

Planning staff have conducted a fee review generally every three years, with the last update occurring in [2016](#). This is to ensure fees reflect the current process, staff time and resources to cover the “cost of doing business”. In addition to planning fees, the development review process includes input from several departments and associated fees such as the cost of administering legal documents by Legal Services and services provided by Finance related to development charge collection. Legal Services fees will be reviewed in 2020.

This year staff reviewed development applications fees associated with Planning and Development and Finance. The fee bylaw review process included:

- Consulting with staff to determine if fee categories are correct and capture work involved in the review of development applications and administration of legal documents associated with development
- Determining average time to process development applications and associated legal documents including involvement of other Regional departments

- Identifying any changes to the Region's development review process (e.g. changes to *Planning Act* and *Development Charges Act*, Environmental Compliance Approval)
- Determining total costs for each fee type (e.g. salaries, overhead costs)

Moving forward, annual cost recovery assessments are proposed using improved data from YorkTrax. Required fee adjustments will be considered as part of setting the annual budget.

YorkTrax has strengthened coordination and efficiencies for review of development applications

Since the last fee update, there have been changes to the way development applications are processed. In 2017 the Region launched YorkTrax, an electronic development tracking system, to manage the review and approval of development applications. This has improved customer service including:

- Reducing time to send development applications out for comments (two days to 30 minutes)
- Centralized area for documents related to development files
- Moving to a paperless environment
- Digital review and commenting on applications and drawings
- Electronic receipts/credit memos
- Consistent approach to development review through automated workflows
- Tracking servicing allocation (to be shared with local municipalities in 2020)

Collectively, these changes have improved the development review process providing a single source of data for Regional departments. Cost savings from the efficiencies in application review have been offset by the cost of maintaining and further developing the YorkTrax system.

Continued investment in YorkTrax is required to manage Bill 108 changes

Recent provincial changes will impact timelines for reviewing and approving development applications, as well as how development charges are collected. The Region is well positioned to manage these Provincial changes using YorkTrax, provided resources continue to be made available to advance its development.

The Region is currently working on a Development Charges module in YorkTrax to manage the changes from Bill 108 (e.g. locked in rates at site plan or zoning bylaw amendment application, deferred and phased payments.). Continued investment in YorkTrax will facilitate further efficiencies including enabling the Region to connect with local municipal development tracking systems. This will improve data sharing and help further reduce development application review times.

Proposed fees capture costs associated with the development review process

To move closer towards recovering the cost of development review, a revised schedule of fees is proposed to accurately capture costs associated with Regional review and approval for the Fee Bylaw as shown in Attachment 1. Key changes proposed to the fee structure include:

(a) Block Plan

A new fee for review of Block Plans (Tertiary Plan) to ensure Regional interests are protected. This is a non-statutory document and not all municipalities require Block Plans.

(b) Inspection fees

The Region has a construction coordination team of four staff to manage inspections across the Region related to unaddressed deficiencies, compliance with public and property safety standards related to construction activities, traffic management and security releases.

There are instances where inspectors are called to inspect work that is not complete, requiring subsequent site visits. To ensure efficient use of staff time, inspection fees are proposed to cover the cost of staff attending sites for non-compliant inspections, security releases and reductions. Inspection fees related to security reduction and release will only be imposed for third and subsequent security reduction or release inspection requests.

(c) Environmental Compliance Approval (ECA)

In 2018, the Province's Transfer of Review program allowed municipalities to expand the list of sewage works that may be reviewed for ECA's. The Region currently provides this review for five non-participating municipalities. The time it takes a developer to receive environmental compliance approval has improved substantially over the last year. The Region can provide an approval within four to six weeks depending on the quality of submission, compared to the Province's one year turnaround timeframe. Fees set by the Province in 2000 are outdated and do not reflect the time it takes to review and approve ECA's. Staff are proposing new fees to capture staff time.

(d) Peer Review Fee

The Region's base cost for Peer Review was updated in 2007 but the fee was not identified in the current Fee Bylaw Schedule. This fee has been incorporated into the Fee Bylaw Schedule and readjusted to be based on actual costs.

(e) Finance fees

New fees categories are proposed for Finance to cover staff costs associated with changes made to the *Development Charges Act* by Bill 108 for the administration of various agreements (e.g. development charge deferral agreements).

In addition to better reflecting costs of timely service delivery, fees have been reviewed with the goal of improved efficiencies in areas such as inspections and use of technology.

Consultation with Building Industry and Land Development Association

A consultation session with the Building Industry and Land Development Association (BILD) was held on October 18, 2019 and November 22, 2019. Staff presented the draft fee schedule (Attachment 1) and engaged in a brainstorming session through the first session with BILD to identify areas in the development review process that could be further improved. The following comments were provided by BILD:

- Requested background analysis for determining fees
- Higher fees with faster timelines are acceptable
- Consider a graduated approach to fee increases
- Supportive of the Region's process improvements initiatives (e.g. intake for development applications, team structure, digital submissions)
- Digital submissions are working well
- Requested workflows be published on the website
- Supportive and interested in piloting new technology related to direct submission for engineering approval applications
- Supportive of the Region investigating opportunities to connect development tracking systems with local municipalities to find efficiencies in data exchange

Regional staff will continue to communicate and consult with BILD as development application process improvements continue to be implemented. Staff are also working with BILD and local municipalities to review the secondary plan process to find efficiencies to reduce the time it takes to develop and approve new secondary plan areas.

Initiative supports strategic goal of Vision/Strategic Plan

Implementation of YorkTrax and the new Fee Bylaw supports Vision 2051 goals by providing efficiency in service delivery and operations. These projects also contribute to Council's strategic priority (2019 to 2023) to 'Deliver Trusted and Efficient Services' by advancing technology solutions to streamline administrative processes and improve service delivery through technology solutions. Continued investment in YorkTrax will allow the Region to advance online and mobile device platforms for public facing transactions (e.g. online payment, status of development application etc.).

5. Financial

Development application revenues fluctuate on an annual basis, dependent on the number of development applications received which is influenced by a number of factors such as the economy, housing market, interest rates, servicing etc. Over the last three years, development planning and engineering sections recovered approximately 78% of the costs of processing development applications.

Table 1
Fee Revenue and Recovery for Development Applications in 2018

	Estimated Cost of Development Review	3 Year Average Revenue	Estimated Cost Recovery
Planning	\$1,400,000	\$735,000	53%
Engineering	\$3,500,000	\$3,082,000	88%
Total	\$4,900,000	\$3,817,000	78%

On average, planning fees are only recovering 53% of development review costs. As shown in Attachment 2, a number of planning applications are currently not recovering the cost of processing these applications.

The proposed fees have been determined with consideration of municipal comparators and the impact of individual fees on development. The approach to reconcile this shortfall is discussed below.

Based on the 3 year average number of development applications, the proposed planning fee increases are projected to provide an additional \$300,000 in revenue in 2020 (Table 2). This is expected to increase to approximately \$450,000 in 2021 and 2022. Based on the three year average development activity, the proposed fee increases would bring Community Planning cost recovery close to 80% by 2022.

Table 2
**Additional projected fee revenue based on three year average number of
development applications**

	2020	2021	2022
Planning Fee Revenue	\$300,000	\$450,000	\$450,000

New finance fee categories are also recommended to capture staff time preparing payment schedules, administering the Development Charges Bylaw and various agreements required to facilitate development. Changes introduced to the *Development Charges Act* through Bill 108, will require additional staff time to administer documents (e.g. deferral agreements).

An annual indexed fee increase is proposed to support cost recovery

Even with the proposed increases, some planning application fee types will not recover costs (Attachment 1). To provide the development industry with more certainty on fee requirements, and to lessen the need for major increases every three to four years, staff are recommending an annual indexed fee increase be applied to maintain cost recovery.

Staff recommend an increase of 3% be applied to planning application fees over the next two years, starting in 2021, to help maintain cost recovery and support continued investment in YorkTrax. This is in addition to the cost of inflation applied to the Fee Bylaw annually. Based on a three year average of development activity, the proposed fee increases would bring Planning cost recovery close to 80% by 2022. The next comprehensive fee review is expected to take place in 2022 to coincide with Council's four-year budget cycle.

Regional planning fees represent less than 1% of total government charges for new homes

Regional staff have conducted a review of fees charged in other regional municipalities. Not all Regions have the same procedures for processing development applications and therefore some fees are not applicable or comparable (Attachment 3). There are currently no comparables for the proposed new Finance administration fee related to changes to Bill 108. A comparison of planning fees and total government charges in relation to new home prices provides a better understanding of how the Region compares to other municipalities.

The three largest government charges on new low density homes in the Greater Toronto Area are HST, development charges and land transfer taxes (Source: Altus Group). Local and Regional planning fees account for approximately 1.3 % of total government charges for low density development (Attachment 4). The proposed new Regional planning fees would represent 0.2% of total government charges on new low rise development.

For high rise development, the largest government charges are development charges, HST and parkland dedication. Bill 108 replaces parkland dedication (Section 51.1 of the *Planning Act*) and density bonusing (Section 37) with a new Community Benefit Charge. The Region and local municipalities will be determining these new charges in 2020. Local and Regional planning fees account for approximately 0.6% of total government charges for high density development (Attachment 4).

6. Local Impact

The new fee structure does not directly impact local municipalities. Revised planning timelines set out in the *Planning Act* will require the Region and local municipalities to work closely together to meet reduced approval timelines. Continued investment in YorkTrax will facilitate further efficiencies in development application review time including enabling local municipal tracking systems to connect with the Region.

Complete development application submissions ensure timely responses

The Region is depending on local municipalities to ensure regional submission requirements identified through the pre-consultation process are submitted prior to deeming an application complete. Complete submissions assist the Region to provide a comprehensive and timely response to local municipalities and developers. Not meeting new planning approval timelines can increase the number of Local Planning Appeals Tribunal appeals Regional and local municipal staff have to attend.

Coordination of data required to manage collection of development charges through Bill 108

Bill 108 changes the way municipalities collect development charges. Developers will have the ability to lock in development charge rates earlier in the development process and delay and phase payments for certain types of development. The Region and local municipalities will need to work closely to meet the requirements of Bill 108. This will require additional staff time to manage administration of fees, develop a new module in YorkTrax to track development charges payments and coordinate building permit and occupancy data with local municipalities.

7. Conclusion

Planning and Economic Development conducts a fee review generally every three years, with the last update occurring in 2016, to ensure fees reflect the current process and are covering the “cost of doing business”. This year’s review includes Finance fees for planning related matters.

The Region is proposing an increase to some existing fee categories to better capture staff time involved in processing development applications and administration of documents associated with development approvals as identified in Attachment 1. Staff are recommending an indexed fee increase of 3% be applied in 2021 and 2022 to maintain cost recovery levels and lessen the need for major increases every three to four years. The new fee structure would take effect January 1, 2020.

Since the last fee update, there have been changes to the way development applications are processed at the Region. The Region’s new development tracking system (YorkTrax) has led to several customer service improvements (e.g. reduced circulation times, digital review of drawings). Regional staff will continue to work with local municipalities and the development

industry to leverage YorkTrax and other digital solutions to shorten review times and strengthen coordination and efficiencies in the development review process.

For more information on this report, please contact Teema Kanji, Manager, Programs and Process Improvement at 1-877-464-9675 ext. 71506. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**
Chief Planner

Dino Basso
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**
Chief Administrative Officer

November 29, 2019
Attachments (4)
10105022

Attachment 1

Recommended Fee Changes

Corporate Services (Planning)	Current Fee	Proposed Fee 2020
Regional Official Plan Amendment (ROPA)	\$21,100	No Change
ROPA Notice of Receipt of Application	\$9,200 or actual cost	No Change
ROPA Notice of Public Meeting	\$9,200 or actual cost	No Change
Major Area Official Plan Amendment (Secondary Plan)	\$21,100	No Change
Local Official Plan Amendment requiring a report to Council * <ul style="list-style-type: none"> • Base Fee • Decision Fee 	Base Fee \$2,900 plus Decision Fee \$6,400	\$5,000 plus Decision Fee \$6,400
Local Official Plan Amendment not requiring a report to Council * <ul style="list-style-type: none"> • Base Fee • Decision Fee 	Base Fee \$2,900 plus Decision Fee \$2,600	\$5,000 plus Decision Fee \$2,600
Official Plan Amendment Exemption (Base Fee) *	\$2,900	\$5,000
Revision to Official Plan Amendment requiring recirculation	\$2,700	\$3,000
Block Plan/Tertiary Plan	\$2,900	\$5,000
Minister's Zoning Order/Parkway Belt West	\$2,700	\$3,000
Zoning By-law Amendment not received with any other planning applications	\$1,100	\$3,000
Draft Plan of Subdivision/Vacant Land Condominium	\$5,500	\$6,500
Draft Plan of Condominium	\$2,000	\$2,300
Revision (requires circulation)	\$2,500	No Change
Minor Revision (does not require circulation)	\$1,400	No Change
Subdivision Clearance (any phase)	\$2,800	\$5,000
Condominium Clearance (any phase)	\$1,800	\$2,000
To prepare a record in the event of a referral or appeal of an application to the Local Planning Appeal Tribunal	\$520	No Change

Corporate Services (Engineering)	Current Fee	Proposed Fee 2020
Site Plan Regular development, slab on grade or less than 6 storeys, involves not more than 1 report/study	Minimum charge of \$3,200 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	No Change
Major Site Plan <i>(Complex development, 6 storeys or greater and/or involves review of more than 1 report/study).</i>	Minimum charge of \$8,700 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	No Change
Review and Approval of Environmental Site Assessment Report Review	\$1,600	No Change
Encroachment Permit	\$1,800	No Change
Engineering Review (Review/comment on engineering drawings and report submissions for works on Regional Roads, for Draft Approved Plan of Subdivision/Vacant Land Condominium and other municipal projects)	Minimum charge of \$9,000 or 7% of estimated cost of works within the Regional right-of-way, whichever is greater	No Change
Engineering Resubmission related to a development application (After the 3 rd resubmission due to revisions by the owner or the owner's failure to review drawings/plans/reports/studies as requested by the Region)	\$3,700	No Change
Consent to Sever	\$840 for first lot \$160 for each additional lot	\$1,000 \$160 for each additional lot
Environmental Compliance Approval (ECA) Stormwater Works (Oil Grit Separator and/or Low Impact Development measures) Stormwater Works (Stormwater Management Pond) Sewers (storm and/or sanitary) Pumping Station (storm and/or sanitary)	\$2,200 \$2,200 \$1,100 \$2,000	\$5,000 \$7,000 \$5,000 \$7,000

Corporate Services (Engineering)	Current Fee	Proposed Fee 2020
Inspections		
Security release works inspection fee (for third and subsequent security release works site inspection request)	No Fee	\$2,000 per inspection
Construction Safety Inspection and Administration Fee for damage caused to Regional property and for public safety concerns	Costs + \$210	\$2,000 per inspection
Rectify any deficiencies, make any remedies or carry out the cleanup of roads within 24 hours or immediately if deemed a public safety concern by the Region (each occurrence)	\$1,400	\$2,000 or twice the actual cost to the Region to perform the work, whichever is greater
Security Reduction works inspection fee (for third and subsequent security reduction work site inspection request)	No Fee	\$2,000 per inspection
Information Request or miscellaneous submissions not identified under a fee category as determined by the Chief Planner	No Fee	\$200/hour
Review and approval of large scale major studies (e.g. Master Environmental Servicing Plan, Master Transportation Study, etc. submitted in advance of a Secondary Plan, Major Official Plan Amendment or complex large scale site)	No Fee	\$10,000
Update or amendment to existing study	No Fee	\$3,700
Peer Review	\$2,500	Actual Cost

Financial Services	Current Fee	Proposed Fee 2020
Development Charge Background Study	\$28.97	\$275
Compliance Letter for Development Charge Bylaw	\$28.97	\$275
Prepaid Development Charge Credit Agreement and Intersection and Minor Road Improvement Reimbursement Requests	Up to 1.0% of the value of the Capital Works (minimum fee \$1,000)	No Change
Agreement Administration * (E.g. site plan agreement, subdivision agreement, development agreement, miscellaneous agreement, etc.)	No Fee	\$1,500

*To include agreements where development charges are not collected immediately upon entering into a Regional DC Agreement, phased billing occurs and when development charge rates are set by specific planning approvals.

eDOCS#9596305

Cost Recovery by Application Type

Application Type	Current Fee	Estimated Cost Recovery
Regional Official Plan Amendment (ROPA)	\$21,100	84%
Official Plan (Secondary Plan)	\$21,100	45%
Official Plan Site Specific (Council Approval)	\$9,300	65%
Official Plan (Director Approval)	\$5,500	63%
Official Plan Exemption	\$2,900	46%
Zoning Bylaw Amendment	\$1,100	25%
Block Plan (Tertiary/Precinct Plan)	\$2,900	34%
Draft Plan of Subdivision	\$5,500	67%
Draft Plan of Condominium	\$2,000	84%
Subdivision Clearance	\$2,800	48%
Condominium Clearance	\$1,800	87%
Major Revision (requires circulation)	\$2,700	75%
Minor Revision (no circulation)	\$1,400	82%
Consent	\$840	60%
Environmental Compliance		
Stormwater Works(Oil Grit Separator and/or Low Impact Development measures)	\$2,200	39%
Stormwater Works (Stormwater Management Pond)	\$2,200	28%
Sewers (storm and/or sanitary)	\$1,100	29%
Pumping Station (storm and/or sanitary)	\$2,000	26%

Comparison of Regional Development Application Fees

Development Application	York Region Current	York Region Proposed	Durham	Halton	Peel	Waterloo	Niagara
Recent Planning Fees review	2019	2020	2018 – updated every 2 years	2009 – next update 2021	2018 – next update in 2021	N/A	N/A
Regional Official Plan Amendment (ROPA)	\$21,100	\$21,100	Major \$20,000 Minor \$7,000	\$9,917 ⁽¹⁾	\$20,000	\$12,650	\$17,765
Notice related to ROPA	Actual Cost	Actual Cost	Actual Cost (\$1,000 deposit)	Actual Cost	Actual Cost	Actual Cost	Actual Cost
Major Area Official Plan Amendment	\$21,100	\$21,100	\$7,000	\$8,380 ⁽¹⁾	\$12,000	\$5,750	\$13,195 (Secondary Plans)
Local Official Plan Amendment (Report to Council)	Base Fee \$2,900 plus Decision Fee \$6,400	Base Fee \$5000 + Approval \$6,400					Major \$9,520 Minor \$5,075
Local Official Plan Amendment (Director Approval)	\$2,600	Base Fee \$5,000 + Approval \$2,600					
Local Official Plan Amendment (Base Fee) Exemption	\$2,900	\$5,000					
Revision to Official Plan Amendment requiring recirculation	\$2,900	\$3,000	Reactivation after 3 or more years of inactivity: \$2,500	\$4,190 ⁽¹⁾	N/A	N/A	N/A
Block Plan (non statutory)	\$	\$5,000	N/A	N/A	N/A	N/A	N/A
Minister's Zoning Order/Parkway Belt West	\$2,700	\$3,000	\$1,000	\$2,794	N/A	N/A	N/A

Comparison of Regional Development Application Fees

Development Application	York Region Current	York Region Proposed	Durham	Halton	Peel	Waterloo	Niagara
Zoning By-law Amendment	\$1,100	\$3,000 ⁽³⁾	\$1,500	\$988 ⁽¹⁾ Revision - \$494	N/A	\$1,150	\$1,270
Draft Plan of Subdivision/Vacant Land Condominium	\$5,500	\$6,500	\$4,000 (delegated municipalities) + Per Unit Fees \$5,500 (non-delegated municipalities) + Per Unit Fees	Base fee - \$10,196 *+Additional fees for revisions, sub phasing & extension*	\$20,000 ⁽²⁾	\$6,525 + \$250/hectare to a maximum of \$15,525	\$5,075 + \$1,120/hectare to a maximum of \$22,840
Draft Plan of Condominium	\$2,000	\$2,300	\$2,000.00	\$2,947	\$3,000	\$3,150 + \$100/unit to a maximum of \$6,150	\$5,075 + \$1,120/hectare to a maximum of \$22,840
Condominium Clearance	\$1,800	\$2,000	\$1,000	\$713	N/A	\$1,150	\$2,540
Subdivision Major Revision (Circulation)	\$2,500	No Change	\$1,500	Post Draft Approval - \$2,096 Phase Revision - \$5,024 Sub-Phase Revision - \$3,014 (with circulation) Condo Plan Revision - \$440	N/A	\$2,300	\$1,270 (prior to Draft Approval) \$2,540 (post Draft Approval)
Subdivision Minor Revision (No circulation)	\$1,400	No Change		Subdivision - \$733 Condominium - \$440	N/A	\$1,150	
Subdivision Clearance	\$2,800	\$5,000	\$1,125	\$2,096	N/A	\$2,000	\$2,540
Prepare a record (OMB/LPAT)	\$520	\$520	\$250	N/A	N/A	N/A	\$610

Comparison of Regional Development Application Fees

Development Application	York Region Current	York Region Proposed	Durham	Halton	Peel	Waterloo	Niagara
Consent to Sever	\$840 for first lot \$160 for each additional lot created	\$1,000 for the first lot \$160 for each additional lot created	Base Fee - \$1,000 Review - \$500	\$1,117	N/A	\$350	N/A
Minor Variance	No Fee	No Fee	\$500	\$35	N/A	N/A	N/A
Miscellaneous submissions not identified under fee category as determined by Chief Planner	No Fee	Hourly Rate \$250/hour or 7% of estimated cost of works	Primary Research Analysis: \$210	N/A	N/A	N/A	Hourly Rate \$225/hour
Review and approval of large scale major studies	No Fee	\$10,000	N/A	N/A	N/A	N/A	N/A
New Study Update or Amendment to existing Study	No Fee	\$5,000	N/A	N/A	N/A	N/A	N/A
Peer Review	\$2,500	Actual Cost	10% of Peer Review Cost	N/A	N/A	Actual Cost	Actual Cost

NOTES: All fees include applicable taxes

- (1) Halton Region: Municipal initiated ROPAs, LOPAs and Rezoning applications are exempt from Regional Development Application Fees
- (2) Sub-Delegated Plans – Fee charged to process comments for Mississauga/ Brampton/ Caledon
- (3) Fee applies only to stand-alone zoning bylaw amendment with a Regional interest.

Comparison of Regional Development Application Fees

Development Application	York Region Current	York Region Proposed	Durham	Halton	Peel
Inspection Fees					
Security release works inspection Fee	No Fee	\$2,000 per inspection	N/A	\$5,560 (1 st submission) + Additional Fees depending on the estimated cost of works for water, sewer & roads	Site Servicing on Regional Roads- Residential-\$1,980*up to 3 inspections)* Re-inspections- Actual cost
Construction Safety Inspection	Costs + \$210	\$2,000 per inspection	N/A	N/A	
Rectify any deficiencies	\$1,400	\$2,000/ twice the actual cost to the Region to perform the work, whichever greater	N/A	N/A	
Security Reduction works inspection fee	No Fee	\$2,000 per inspection	N/A	N/A	

eDOCS# 9955087

Comparison of Regional Development Application Fees

Development Application	York Region Current	York Region Proposed	Lake Simcoe Region Conservation Authority	City of Windsor	Peel, Halton and Durham Region
Environmental Compliance Approval					
Stormwater Works (Oil Grit Separator and/or Low Impact Development measures)	\$2,200	\$5,000	\$4,500	Per application and reapplication \$1,019 for 1-50 units/lots \$1,630 for 51 to 100 units/lots \$2,853 for 101-200 units/lots \$3,688 for greater than 200 units/lots	Have not updated fees and charge the fees set by MECP in 2000
Stormwater Works (Stormwater Management Pond)	\$2,200	\$8,000*	\$7,500 *		
Sewers (Storm and./or Sanitary)	\$1,100	\$5,000	Do not review		
Pumping Station (Storm and/or Sanitary)	\$2,000	\$7,000	Do not review		

Includes \$200 Administrative Fee charged by the Ministry of Environment, Conservation and Parks (MECP)

eDOCS# 9955087

Low Rise Development – Government Charge Comparison (2018)

Attachment 4

Government Charge	York Region (Markham)	Halton Region (Oakville)	Simcoe County (Bradford/West Gwillimbury)	City of Toronto	Durham Region (Ajax)	Peel Region (Brampton)
Average new home price	1.2 M	1.2M	570,000	930,000	600,000	655,000
Planning Review Fees	2,922	529	141	2,142	676	1,375
HST	77,189	90,072	46,739	72,505	59,622	60,793
Development Charges	88,424	80,598	35,848	62,232	47,182	86,391
Land Transfer Tax	11,675	13,875	6,475	20,810	8,675	8,875
Total Costs	219,940	232,498	119,999	205,926	146,741	192,889
Percentage Government Costs	18.3	19.4	21.1	22.1	24.5	29.4

Source: Government Charges and Fees on New Homes in the Greater Toronto Area (prepared by Altus Group Economic Consulting)

Note: Planning Fees include Regional and Local Municipal planning fees, and Development Charges (DCs) include Regional, Local and Education DCs

Not all costs are shown

Based on a development with 500 single detached home (36 ft) requiring an Official Plan Amendment, Zoning Bylaw Amendment and Subdivision Approval

High Rise Development – Government Charge Comparison (2018)

Government Charge	York Region (Markham)	Halton Region (Oakville)	Simcoe County (Bradford/West Gwillimbury)	City of Toronto	Durham Region (Ajax)	Peel Region (Brampton)
Average new home price	532,700	518,800	421,000	750,300	402,600	462,700
Planning Review Fees	984	303	108	1,334	341	611
HST	41,199	39,571	28,117	66,684	26,903	33,001
Development Charges	50,961	38,215	18,067	31,050	23,126	43,891
Land Transfer Tax	5,529	5,251	3,295	18,822	2,927	4,129
Total Costs	159,893	132,048	68,779	164,527	72,597	138,784
Percentage Government Costs	30.0	25.5	16.3	21.9	18.0	30.0

Source: Government Charges and Fees on New Homes in the Greater Toronto Area (prepared by Altus Group Economic Consulting)

Note: Planning Fees include Regional and Local Municipal planning fees, and Development Charges (DCs) include Regional, Local and Education DCs

Not all costs are shown

Based on a 500 condominium apartments requiring official plan amendment, zoning bylaw amendment, site plan and condominium approval.

From: Water, Drinking (MECP) <Drinking.Water@ontario.ca>

Sent: December 20, 2019 3:14 PM

Subject: 2018-2019 Chief Drinking Water Inspector Annual Report and Minister's Annual Report on Drinking Water 2019 now available / Le rapport annuel de 2018-2019 de l'inspectrice en chef de l'eau potable est maintenant disponible

Ontario's government is taking action to protect the province's drinking water and water resources as part of its draft Made-in-Ontario Environment Plan to keep Ontarians safe and pass on a cleaner environment to future generations.

Today, the Ministry of the Environment, Conservation and Parks released the [Minister's Annual Report on Drinking Water 2019](#) and the [2018-2019 Chief Drinking Water Inspector Annual Report](#).

The Minister's Annual Report on Drinking Water 2019 showcases the work Ontario is doing to protect our drinking water and water resources. The Chief Drinking Water Inspector's Annual Report provides an overview of the ministry's progress during 2018-19 and includes in-depth information on the performance of Ontario's drinking water systems and licensed and eligible laboratories.

The reports showcase the province's strong monitoring, reporting and enforcement activities and programs and how these actions help ensure Ontario's drinking water is among the best protected in the world.

This includes reporting on the tests results for lead in drinking water. Ontario's Chief Medical Officer of Health has not received any reports of lead toxicity in Ontario children that have been linked primarily to drinking water in the last 10 years. At the same time, blood lead levels of Canadians have also declined by over 70 per cent in the past 40 years due to ongoing actions to reduce lead exposure from all sources.

Visit Ontario's Data Catalogue to see the supporting [Drinking Water Quality and Enforcement](#) data. For more information on the drinking water quality and enforcement data, please call the drinking water help line at 1-866-793-2588 between the hours of 9 a.m. to 5 p.m. from Monday to Friday or email waterforms@ontario.ca.



Kiran Saini
Deputy Town Clerk
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7
Email: ksaini@newmarket.ca
Tel: 905-953-5300 ext. 2203
Fax: 905-953-5100

November 18, 2019

Sent to: [REDACTED]

Dear Pauline Jones:

RE: Proclamation Request - February - Black History Month

I am writing to advise that your proclamation request has been approved in accordance with the Council-approved [Proclamation, Lighting Request and Community Flag Raising Policy](#), and the Town of Newmarket will proclaim February as Black History month. Your proclamation request will be advertised on the Town's section in the Newmarket Era newspaper, communicated on the Town's Twitter account, in the Town page, and on the Town's website on the Proclamation and Lighting Request page.

In addition, the Riverwalk Commons and Fred A. Lundy Bridge located on Water Street will be illuminated in yellow on February 13th to recognize Black History Month. Please note that the lighting will occur from sunset until 11:00 PM.

If you have any questions regarding the above, please feel free to contact the undersigned.

Yours sincerely,

A handwritten signature in black ink that reads "Kiran Saini".

Kiran Saini
Deputy Town Clerk
KS:jg

The Corporation of the Town of Newmarket

Office of the Mayor

Proclamation

Whereas: Black History Month recognizes the contributions that People of African and Caribbean descent have made to Canada, shaping its identity; and

Whereas: Black History Month was first recognized in Ontario as February 1993, marking the 200th anniversary of the passage of legislation prohibiting the importation of slaves into Upper Canada; and

Whereas: The United Nations proclaimed 2015-2024 the Decade for people of African Descent, an important step in the international community recognizing that people of African descent represent a distinct group whose human rights must be promoted and protected; and

Whereas: Black History Month continues to provide the Town of Newmarket with the opportunity to celebrate the contributions and vital role that Canadians of African descent have made to strengthen the social and cultural mosaic of our community, province and country; and

Now, Therefore: I, John Taylor, Mayor of the Town of Newmarket, do hereby proclaim

February 1 - 29, 2020

as

Black History Month

in the Town of Newmarket and do commend its thoughtful observance to all citizens of our municipality.

Dated this _____ day of _____

His Worship, Mayor John Taylor

NACCA

est.2018

395 Mulock Drive, Newmarket, ON L3Y 8P3
 (905) 781-6222 | nacca.community@gmail.com
www.naccacommunity.ca

C/o Ms. Lisa Lyons Director, Legislature Services Town Clerk

Corporate Services Commission, Town of Newmarket, Ontario

October 31, 2019

Dear Ms Lyons:

In 1995 a Federal proclamation declared February as Black History Month in Canada.

On Behalf of the Newmarket African Caribbean Canadian Association, I would like to respectfully request that the month of February 2020 be proclaimed Black History Month in the Town of Newmarket. The period is from February 1, 2020 to February 29, 2020.

The purpose of Black History Month:

- To provide opportunity for the Town of Newmarket to formally commemorate and recognize the past and present contributions that African Canadians make to the life of Canada in such areas as education, medicine, art, culture, public service, economic development, politics and human rights.
- It also essentially seeks to level the imbalance in historical perspective. Few Canadians know that slavery once existed in Canada, or that many of the British Loyalists who came here after the American Revolution were Black.

Enclosed you will find a composed proclamation which we hope the Mayor will sign to memorialize this proclamation in the town of Newmarket.

As indicated in the application, we seek to have a lighting ceremony on February 13, 2020.

NACCA is prepared to host a variety of arts and cultural exhibitions to coincide with this period.

A schedule of events and activities will be available on November 30, 2019.

Sincerely,



Jerisha Grant-Hall
 Chairperson, Newmarket African Caribbean Canadian Association (NACCA)