



Attachment #1

Engineering Fees and Rates Review Memo

MEMORANDUM

To: Harji Varn
Director of Finance

Date: August 22, 2022

From: Lisa Leblanc
Director of Engineering Services

File: 09.1700.01-2022

Subject: **2023 USER FEES & RATES REVIEW**

Fees and Rates that are administered by the Engineering Department include the following:

- Animal Control
- Cemetery Services
- Commercial Towing
- Solid Waste
- Highway Use for Utility
- Sewerage System User
- Soil Deposit Regulation
- Street and Traffic
- Subdivision and Development Control
- Waterworks
- Water Shortage Response Plan
- Security Deposit for Damage to Municipal Facilities and/or Obstruction of Roads by Builders
- Q to Q Ferry

Our review of fees involved comparison with other municipalities in Metro Vancouver, industry standards and general demand on City resources. The following is an explanation of the recommended changes to the Engineering Fees and Rates Bylaw 7553, 2013.

Part 1.0 Animal Control Fees and Rates

An estimated rate of inflation as an increase in fees of 2.4% is recommended for New Westminster Animal Services licensing, impoundment and maintenance rates. Animal Services rates are comparable with others in the Lower Mainland. Impoundment and other fees were increased to match other municipalities.

Annual License Fees						
	Paid on or Before March 1st		Paid After March 1st		Initial License	
	Current	2023	Current	2023	Current	2023
Male/Female Dog	\$67	\$69	\$87	\$89	\$36	\$ 37
Sterilized Dog	\$26	\$27	\$35	\$36	\$26	\$ 27
Dangerous Dog - Unsterilized	\$205	\$210	\$256	\$262	\$103	\$106
Dangerous Dog - Sterilized	\$154	\$158	\$205	\$210	\$77	\$79
Therapy Dog - No Charge	No Charge		No Charge		No Charge	
Service Dog - No Charge	No Charge		No Charge		No Charge	
Impoundment Fees						
	1st Offence		2nd Offence		Subsequent Offences	
	Current	2023	Current	2023	Current	2023
Licensed Dogs	\$46	\$49	\$82	\$85	\$154	\$158
Unlicensed Dogs	Current \$92.00 plus License Fee			2023 \$94.00 plus License Fee		
Dangerous Dogs	Current \$308	2023 \$350	Current \$513	2023 \$550		
Vicious Dogs	Current \$308	2023 \$350	Current \$513	2023 \$550	Current \$1,025	2023 \$1,050
Sterilized Cat with Identification	\$16	\$17				
Sterilized Cat without Identification	\$36	\$37				
Unsterilized Cat with Identification	\$108	\$111				

Unsterilized Cat without Identification	\$133	\$136		
For Each Companion Animal (excluding dogs/cats)	\$16	\$17		
For Any Other Animal	Current \$56.00 plus any additional costs incurred		2023 \$57.00 plus any additional costs incurred	
Other Fees				
		Current	Recommended for 2023	
Replacement License Tag		\$5.00	\$6.00	
Transfer of Valid Dog License		\$ 5.00	\$ 6.00	
Dog boarding (per animal)		\$31.00 / day	\$32.00 / day	
Cat boarding (per animal)		\$21.00 / day	\$22.00 / day	
Administering medication Note – any veterinary costs incurred during boarding must be paid prior to release of animal		\$5.00 / day	\$6.00 / day	
Maintenance Fees				
		Current	Recommended for 2023	
Dog		\$18.00	\$20.00	
Vicious/Dangerous Dog		\$36.00	\$37.00	
Cat		\$10.00	\$12.00	
Small Animal (pocket pet)		\$8.00	\$10.00	
<i>The above fees are per day/per animal. Any veterinary fees incurred while in the care of Animal Services must be paid in full prior to release</i>				
Removal/Disposal				
		Current	Recommended for 2023	
Dog		Fee removed per Bylaw 7964, 2017		
Dog under 25 pounds		\$46.00	\$47.00	
Dog 25 pounds or over		\$72.00	\$74.00	
Cat		\$26.00	\$27.00	
Small Animal (pocket pet)		\$10.00	\$10.00	
<i>All fees are subject to applicable taxes</i>				

Part 2.0 Cemetery Services Fees and Rates

There are several recommended changes to the fee schedule this year for the Fraser Cemetery:

- A 2.4% estimated rate of inflation as an increase in fees is recommended for all rates and fees.
- An additional 1.75% ‘convenience fee’ increase is recommended for all rates and fees to allow the cemetery to start accepting credit card payments on site.
- For clarity, language for *Cremation* under Interment Fees and Plot Fees has been updated to “*Cremation Burial*” and “*Cremation Lot*” respectively.
- For Clarity, language for *Urn size for the double niche is restricted to a maximum of 6.5” in width or diameter and 11” in height*. Has been updated to *Urn size for the double niche is restricted to a maximum of 5.5” in width or diameter and 10” in height*. To properly reflect size restriction.

Fees	Current	Recommended for 2023
Interment Fees		
Adult Casket	\$1,235.00	\$1,286.00
Veteran Casket	\$730.00	\$760.00
Child/Infant Casket - Non-Resident Only	\$695.00	\$724.00
Cremation Burial – Excluding Resident Child/Infant	\$485.00	\$505.00
Ossuary (Includes Name Engraving)	\$660.00	\$687.00
Inurnment Fee	\$335.00	\$349.00
Deepen Unoccupied Grave for Interment	\$1,060.00	\$1,104.00
Deepen Occupied Grave for Interment	\$3,640.00 (incl. CFC)	\$3,791.00 (incl. CFC)
Note: Interment rates for a Saturday/Sunday/Statutory Holidays are twice the regular interment fees.		
Plots Fees		
Adult Casket		
Resident	\$5,205.00	\$5,421.00
Non-Resident	\$7,810.00	\$8,133.00
Child/Infant Casket		
Resident	\$1,425.00	\$1,484.00
Non-Resident	\$2,140.00	\$2,226.00

Cremation Lot		
Resident	\$1,340.00	\$1,395.00
Non-Resident	\$2,010.00	\$2,093.00
Columbarium Niche (Richmond I and II)		
Resident – Single	\$2,635.00	\$2,744.00
Resident – Double	\$4,125.00	\$4,296.00
Non-Resident – Single	\$3,950.00	\$4,116.00
Non-Resident – Double	\$6,190.00	\$6,445.00
Columbarium Niche (Richmond II Estates)		
Resident – Single	\$2,895.00	\$3,015.00
Resident – Double	\$4,530.00	\$4,718.00
Non-Resident – Single	\$4,345.00	\$4,523.00
Non-Resident – Double	\$6,795.00	\$7,076.00
Columbarium Niche (Heritage Plaza)		
Resident – Single	\$3,160.00	\$3,291.00
Resident – Double	\$4,950.00	\$5,155.00
Non-Resident – Single	\$4,735.00	\$4,938.00
Non-Resident – Double	\$7,425.00	\$7,733.00
<i>Note:</i> A second interment can be added to a single niche. The cost is the difference between a single niche and double niche. This does not apply to niches in Richmond I.		
<i>Note:</i> Urn size for the double niche is restricted to a maximum of 5.5" in width or diameter and 10" in height.		
<i>Note:</i> Care Fund Contribution accounts for 25% of total.		
Other Fees, Products and Services		
Plaque and Marker Fees (plaque type is determined by niche location)		
Single Niche Plaque	\$475.00	\$495.00
Double Niche Plaque	\$605.00	\$630.00
Heritage Plaza Niche Plaque	\$720.00	\$750.00
Plaque Additions and Changes (Single Niche Plaque)	\$315.00	\$328.00
Plaque Additions and Changes (Double Niche Plaque)	\$400.00	\$417.00
Date Scroll Additions or Changes (Heritage Plaza Plaque)	\$180.00	\$187.00
Marker Permit Only – No Placement	\$110.00	\$115.00
Marker Permit & Placement – Horizontal/Flat Marker	\$300.00	\$313.00
Existing Marker Removal and Placement	\$150.00	\$156.00

Note: Care Fund Contribution accounts for 25% of total, not charged on additions and changes.		
Memorial Bench	\$2,706.00	\$2,818.00
Memorial Tree	\$2,205.00	\$2,297.00
Uralla Vase (Richmond II)	\$500.00	\$521.00
Armidale Vase (Richmond II)	\$450.00	\$469.00
Special Attention to Grave Space	\$230.00	\$240.00
Transfer of Grave Space	\$105.00	\$109.00
Exhumation	Twice the Interment Fees	
Plot Buy-Back	As outlined in Cemetery Bylaw 7068, 2006	
Administration Fee	\$75.00	\$78.00
<i>All fees are subject to applicable taxes</i>		

Part 3.0 Commercial Towing Fees and Rates

New Westminster Towing Services fees and rates continue to reflect those set by the Insurance Corporation of British Columbia (ICBC) in *ICBC Towing & Storage Rate Payment Schedule - Light & Medium Duty* (<http://efaidnbmnnnibpcajpcqlclefindmkaj/https://www.icbc.com/partners/material-damage/Towing/Documents/Light-Medium-Duty-Towing-Storage-Rate-Payment-Schedule.pdf>). The *ICBC Towing and Storage Rate Payment Schedule* is adjusted throughout the year and as the updates become available, city rates are adjusted to match those of ICBC.

Commercial Towing Fees and Rates are monitored and set by the Insurance Corporation of British Columbia (ICBC) and can change at any time without notice.		
	Fees	Current
		Recommended for 2023
FLAT TOWING RATE FOR VEHICLE		
	Up to 2,999 Kgs GVWR	\$77.46
	3,000 Kgs to 6,300 Kgs GVWR	\$81.80
	Flat drop rate for all vehicles (including charges & taxes)	\$80.00
	Special mobile vehicles. Over 6,300 Kgs GVWR	At hourly rate
	Additional fee for each use of dolly or trailer	\$30.00
	Service calls (unlocks, battery boost, etc...)	\$45.00
		No change
HOURLY RATES FOR EACH UNIT OF EQUIPMENT USED		
	One Ton Wrecker	\$77.46
		\$79.78

Three Ton Wrecker	\$81.80	\$84.25
STORAGE RATES PER VEHICLE		
Automobile Daily Rate	\$23.28	\$20.71
Truck Daily Rate	\$23.28	\$20.71
Motorcycle Daily Rate	\$11.64	\$10.36
Utility Trailer (same as automobile)	\$23.28	\$20.71
Charge for out of City Boundary Tow – per km	\$2.64	\$2.41
ADMINISTRATIVE FEE		
Release fee for any vehicle	\$30.00	\$35.00
<i>All fees are subject to applicable taxes</i>		

Part 4.0 Solid Waste Fees & Rates

Solid Waste Fees and Rates are set according to cost projections described in the 5 year Solid Waste Fund Operating Budget. In 2023, there are no recommended changes to Additional Receptacle fees or Administration fees which are in line with rates for similar services offered by other Metro Vancouver municipalities. Cart replacement fees are based on current market values for plastic resins and production costs, and adequately cover current replacement costs. Basic flat rates were developed to cover recycling costs for mattresses and disposal for other large bulky items. City staff can continue to provide subjective pricing for SPU requests of smaller piles of waste materials based upon the \$40 minimum and volume of the load. No changes to other sections of this table.

C. ADDITIONAL RECEPTACLES (per tag)	Current	Recommended for 2023
For a tag for every additional receptacle (not to exceed 60 Litres in size)	\$4.00	No change
D. ADMINISTRATION FEES	Current	Recommended for 2023
For the replacement of a lost or damaged 120 Litre container, as provided by the City.	\$75.00	No change
For the replacement of a lost or damaged 240 Litre container, as provided by the City.	\$100.00	No change
To upsize from a 120 Litre garbage container to a 240 Litre garbage container, as provided by the City	\$25.00	No change
To recover a missed collection for a late set out, wrong collection container or	\$25.00	No change

incorrectly placed collection container.		
F. SPECIAL PICK UP FEES	Current	Recommended for 2023
Minimum fee for service, includes one (1) item	\$40.00	No change
Minimum fee for service to collect and transfer large volumes of loose green waste	\$50.00	No change
Minimum fee for service where a backhoe loader and dump truck is required	\$150.00	No change
For every (1) additional mattress or boxspring item	\$25.00	No change
For every (1) additional bulky item (appliance or furniture)	\$20.00	No change
<i>All fees are subject to applicable taxes</i>		

Part 5.0 Highway Use Utility Fees and Rates

The Highway Use Utility Fees and Rates including Pavement Degradation Fees are proposed to increase by an estimated rate of inflation of 2.4%. These fees apply to a “Canadian Carrier” or “Distribution Undertaking” as defined in the Telecommunications Act (Canada) that wishes to enter on those highways (as defined in the Local Government Act of British Columbia) within the jurisdiction of the Municipality from time-to-time for the purpose of constructing, maintaining, operating and removing fiber optic cables, ducts, conduits, manholes, other accessories, support structures, transmission lines and other related telecommunications facilities.

Highway Use Utility Fees and Rates	Current	Recommended for 2023
Plan Approval and Inspection Fees	<p>A one-time flat fee of \$595.00 for a project of 20 metres or less;</p> <p>For projects in excess of 20 metres, a one-time flat fee of \$1,735.00</p> <p>A one-time charge for each project of \$11.95 per metre of Service Corridor used by the Company</p>	<p>A one-time flat fee of \$609.00 for a project of 20 metres or less;</p> <p>For projects in excess of 20 metres, a one-time flat fee of \$1,777.00</p> <p>A one-time charge for each project of \$12.25 per metre of Service Corridor used by the Company</p>

Pavement Degradation Fees	Current	Recommended for 2023
Age of Street in Years Since Last Paved as Determined by the Commissioner	Fee Per Square Meter of Excavation	Fee per m² of Excavation
0-5 years	\$76.90	\$78.75
6-10 years	\$64.10	\$65.65
11-15 years	\$40.60	\$41.60
16-20 years	\$23.50	\$24.10
21 years or greater	\$12.40	\$12.70
<i>All fees are subject to applicable taxes</i>		

Part 6.0 Sewerage System User Fees and Rates

For housekeeping and clarity, Part 6 Sections A Table references to “Secondary Suite Annually” are proposed to be replaced with “Secondary Suite (including Laneway Houses) Annually”.

Sewerage service charges are recommended to be increased by an estimated rate of inflation of 2.4% as listed below. Other service charges remain the unchanged.

A. RESIDENTIAL RATES	Current	Revised wording
	Secondary Suite Annually	Secondary Suite (including Laneway Houses) Annually

G. SERVICE CHARGES	Current	Recommended for 2023
Residential Water & Sewer Cap-off Fee (combined)	\$5,850.00	\$5,990.00
Ditch Enclosure Administration Fee	\$320.00	\$328.00
Ditch Enclosure Engineering Design Fee	\$2,670.00	\$2,734.00
<i>All fees are subject to applicable taxes</i>		

Part 7.0 Soil Deposit Regulation Fees and Rates

Engineering fees and security deposits for soil deposit are proposed to increase by and estimated rate of inflation of 2.4%.

Soil Deposit Regulation Fees	Current	Recommended for 2023
Annual License Fees		
Non-refundable Application Fee	\$692.00 plus \$0.77 per cubic metre of soil or other material to be deposited or removed	\$709.00 plus \$0.79 per cubic metre of soil or other material to be deposited or removed
Security Deposit for full and proper compliance with Soil Deposit Bylaw and Terms and Conditions of permit	\$4,245.00 per 5,000 cubic metre of soil or other material to be deposited or removed, or fraction of	\$4,347.00 per 5,000 cubic metre of soil or other material to be deposited or removed, or fraction of
<i>All fees are subject to applicable taxes</i>		

Part 8.0 Street and Traffic Fees and Rates

Street Occupancy Permit Fees and Rates

It is recommended that most Street Occupancy fees and rates be increased by approximately 2.4%, in alignment with an estimated rate of inflation.

The Street Occupancy Permit Application Fee has been renamed to “Street Occupancy Permit Application and Traffic Management Plan Review Fee” to more closely reflect the service being provided.

For clarity, it is proposed that the reference to “Pre and post construction inspection fee” be renamed to “Pre-, post-, and other construction inspection fee”.

Street Occupancy Permit Fees	Current	Recommended for 2023
Street Occupancy Permit Application and Traffic Management Plan Review Fee <i>(see Note 1)</i>	\$104.50	\$107.00
Street Festival	\$155.00 per block	\$159.00 per block
Parade	\$38.25 per block	\$39.00 per block

Block Party (local street only)	\$38.25 per day	\$39.00 per block
Construction, maintenance and/or ancillary works on a street or boulevard	\$52.50 per block face per day	\$54.00 per block face per day
Installation, maintenance and/or removal of utilities on a street or boulevard (excluding City Works)	\$52.50 per block face per day	\$54.00 per block face per day
Hoarding and/or staging area for private development on a street or boulevard	\$52.50 per block face per day	\$54.00 per block face per day
Parking of unattached commercial trailer or container on a street	\$52.50 per day	\$54.00 per day
Parking of unattached recreational or utility trailer on a street	\$10.50 per day	\$11.00 per day
Parking of recreational vehicle on a street	First 48 hours free, then \$10.50 per day thereafter	First 48 hours free, then \$11.00 per day thereafter
Rental of each metered parking stall	\$22.00 per day	\$22.50 per day
Rental of each on-street parking space, or portion thereof (5 meters length or longer), in a pay station zone.	\$22.00 per day	\$22.50 per day
<p><i>Note 1: The Street Occupancy Permit (SOP) Application and Traffic Management Plan Review Fee only applies to the initial SOP or SOP renewals or extensions that require an amended Traffic Management Plan or other conditions, and only applies to SOPs for the following works:</i></p> <ul style="list-style-type: none"> -Construction, maintenance and/or ancillary work on street or boulevard -Installation, maintenance and/or removal of utilities on a street or boulevard (excluding City works) -Hoarding and/or staging area for private development on a street or boulevard 		
Oversize And Overweight Permit Fees		
Single trip	\$78.50 per vehicle	\$80.00 per vehicle

Annual permit	\$261.00 per vehicle	\$268.00 per vehicle
Duplicate permit	\$26.00 each	\$27.00 each
Other Fees		
Temporary No Parking Sign Installation and Removal (see Note 2)	\$52.50 per block face	\$54.00 per block face
Pre-, post-, and other construction inspection fee	\$52.50	\$54.00 per inspection
Redemption of impounded chattel	\$31.40	\$32.00
<i>Note 2: Temporary No Parking Signs are required for all SOPs that require use of on-street parking space</i>		
<i>All fees are subject to applicable taxes</i>		

Street Occupancy Damage Deposits

The City instituted consistent damage deposits for street occupancy in 2022. These fees are collected for Street Occupancy Permits that have reasonable risk of resulting in damage to City street infrastructure (road surface, sidewalk, boulevard) and are only collected on projects that are not related to a Building Permit. No changes are proposed for 2023.

Street Occupancy Damage Deposits	Current	Recommended for 2023
Minor works with limited risk of damage to asphalt road surfaces	\$2,500.00	No change
Coring, test holes, drilling on asphalt or concrete road and/sidewalk surfaces	\$2,500.00 per location	No change
Moderate works with risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard (e.g., large vehicles operating on sidewalks, boulevards, etc.)	\$10,000.00	No change
Major works with significant risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard (e.g., house relocation traversing multiple blocks)	\$20,000.00	No change
<i>Damage Deposits are collected as part of the Street Occupancy Permit process for City infrastructure and the amount subject to any cost incurred by the City will be refunded after the final inspection.</i>		
<i>All fees are subject to applicable taxes</i>		

Other Fees

The fees to generate a traffic signal timing report and to process speed hump applications are recommended to increase by an estimated rate of inflation of approximately 2.4%, consistent with many other Engineering fees.

Signal Timing Report Fee	Current	Recommended for 2023
Fee to generate a traffic signal timing report	\$77.00	\$79.00
Speed Hump Application Fee	Current	Recommended for 2023
Application Processing Fee (payable upon review of Speeding Concern Form and staff confirmation)	\$102.50	\$105.00
<i>All fees are subject to applicable taxes</i>		

Residential Parking Permit Fees and Rates

Residential Parking Permit (RPP) fees are recommended to increase in accordance with the “Five-Year Approach to On-Street Parking Fees & Rates” report that was considered by Council on October 28, 2019 and continue to include a 10% climate emergency fund surcharge. Per last year’s Engineering Fees & Rates memo, the structure of the fees deviates slightly from the structure proposed in the October 28, 2019 Council report to simplify the framework and administration, and to avoid incurring significant software upgrading costs.

Parking Permit Fees	Current	Recommended for 2023
Annual Parking Permit Fee for the first and second residential parking permits	\$33.00* per parking permit	\$44.00* per parking permit
Annual Parking Permit Fee for the third and fourth residential parking permits	\$110.00* per parking permit	\$110.00* per parking permit
Annual Parking Permit Fee for a visitor parking permit (maximum one per household)	\$33.00* per parking permit	\$44.00* per parking permit
One book of five Day-Use Visitor Parking Permits	\$26.00	\$30.00
Shared vehicle parking permit	\$30.00	\$40.00
<i>* Includes 10% Climate Action Levy</i>		
<i>All fees are subject to applicable taxes</i>		

Parking Meter and Pay Station Fees and Rates

Parking meter and pay station rates are also recommended to be adjusted in accordance with the “Five-Year Approach to On-Street Parking Fees & Rates” report that was considered by Council on October 28, 2019. These rates are inclusive of the \$0.25 per hour Climate Emergency Fund Surcharge adopted by Council at that time.

Parking Meter/Pay Station Hourly Rates	Current	Recommended for 2023
Uptown	\$3.25	\$3.50*
Downtown	\$3.25	\$3.50*
Sapperton	\$3.25	\$3.50*
City-wide – All other areas	\$2.75	\$3.00*
<i>* Includes \$0.25 Climate Emergency Fund Surcharge</i>		
<i>All fees are subject to applicable taxes</i>		

Following are the coin breakdowns for the proposed hourly rates.

Parking Meter & Pay Station Rates					
Downtown, Uptown and Sapperton (\$3.50 per hour*)					
<i>*Includes \$0.25 per hour Climate Action Levy</i>					
\$	Description	Meter		Pay Station (minimum \$0.25 per transaction)	
		Current	Recommended for 2023	Current	Recommended for 2023
0.05	Coin	1 min	1 min	n/a	n/a
0.10	Coin	2 min	2 min	n/a	n/a
0.25	Coin	5 min	4 min	5 min	4 min
1.00	Coin	19 min	17 min	19 min	17 min
2.00	Coin	37 min	34 min	37 min	34 min
<i>All fees are subject to applicable taxes</i>					

Parking Meter & Pay Station Rates					
City-wide except above areas (\$3.00 per hour*)					
<i>*Includes \$0.25 per hour Climate Action Levy</i>					
\$	Description	Meter		Pay Station (minimum \$0.25 per transaction)	
		Current	Recommended for 2023	Current	Recommended for 2023
0.05	Coin	1 min	1 min	n/a	n/a
0.10	Coin	2 min	2 min	n/a	n/a
0.25	Coin	6 min	5 min	6 min	5 min
1.00	Coin	21 min	20 min	21 min	20 min
2.00	Coin	44 min	40 min	44 min	40 min
<i>All fees are subject to applicable taxes</i>					

There is a \$1.00 minimum charge for credit card purchases at pay stations.

Parkade Fees and Rates

Hourly rates in the parkades are recommended to increase by the same amount as on-street meters and pay stations (\$0.25/hour), while remaining slightly lower than on-street parking rates. Rates for longer time periods are recommended for increases generally in the range of 5-10%.

Fees	Current	Recommended for 2023
Anvil Center Parking		
• Minimum \$0.25 per transaction		
• Minimum \$1.00 for credit card transactions		
Hourly rate	\$2.75	\$3.00
5 hours	\$7.50	\$8.00
10 hours	\$12.00	\$13.00
Monthly Unreserved (6am to 6pm Mon-Fri)	\$75.00	\$80.00
Monthly Reserved (6am to 6pm Mon-Fri)	\$95.00	\$100.00
Monthly Reserved (24/7)	\$115.00	\$120.00
<i>All fees are subject to applicable taxes</i>		

Fees	Current	Recommended for 2023
Front Street Parkade		
Hourly rate	\$2.75	\$3.00
Daily until 6 pm	\$10.00	\$11.00
Daily until 6 am next day	\$12.50	\$14.00
Daily evening from 6pm to 6am	\$4.00	\$4.50
Monthly – Reserved 24 hrs	\$115.00	\$120.00
Monthly – Random 24/7	\$75.00	\$80.00
<i>All fees are subject to applicable taxes</i>		

Fees	Current	Recommended for 2023
Carnarvon Street Parkade		
Monthly – Random 24/7	\$75.00	\$80.00
Monthly – Reserved 24 hrs	\$115.00	\$120.00
<i>All fees are subject to applicable taxes</i>		

Part 9.0 Subdivision and Development Control Fees and Rates

Engineering fees for development servicing were reviewed and proposed to be increased by 2.4% for an estimated rate of inflation.

Subdivision Application	Current	Recommended for 2023
(other than air space parcel or parcel under Strata Property Act)		

Subdivision Application Fee (for first parcel to be created by the subdivision) includes other subdivision types (i.e. Lot Line Adjustments, and Bare Land Strata	\$2,730.00	\$2,796.00
Each additional parcel Fee	\$116.00	\$119.00
Subdivision Preliminary Approval Time Extension Fee	25% of the original subdivision application fee	No change
Works and Services Agreement		
Works & Services Agreement Fee (non-refundable)	\$1,960.00	\$2,007.00
Administration Fee	4% of the total cost of all works and services required under Bylaw 7142, 2007	No change
Latecomer Agreement	\$4,460.00	\$4,570.00
Phased Strata Subdivision		
Phased Strata Subdivision Fee	\$1,670.00 plus \$482.00 for each additional phase	\$1,710.00 plus \$495.00 for each additional phase
Form P Amendment	\$380.00	\$390.00
Strata Conversion		
Strata Conversion Fee	\$2,332.00	\$2390.00
Air Space Parcel Subdivision		
Air Space Parcel Subdivision Fee	\$3,200.00 plus legal costs and certified professional code compliance review costs	\$3,280.00 plus legal costs and certified professional code compliance review costs

Shoring		
Shoring Anchor Rod Fee and Damage Deposit	\$575.00 non-refundable fee and \$30.00/sq.m refundable damage deposit of the proposed excavation fare with anchor rods and is next to a street or lane	\$590.00 non-refundable fee and \$31.00/m ² refundable damage deposit of the proposed excavation fare with anchor rods and is next to a street or lane
General		
Building Permit Servicing Review Fee (for building permit construction value of \$100,000 or greater)	\$200.00	\$205.00
Comfort Letters	\$330.00	\$340.00
<i>All fees are subject to applicable taxes</i>		

Part 10.0 Waterworks Fees and Rates

Hydrant flow test, hydrant use, and residential Water & Sewer Cap-off Fee (combined) is recommended to increase by 2.4% in alignment with and estimated rate of inflation. The remainder of the service charges are calculated to recover all costs associated with services provided. No changes to other sections of this table.

For housekeeping and clarity, Part 10 Section B Table references to “Secondary Suite Annually” are proposed to be replaced with “Secondary Suite (including Laneway Houses) Annually”.

A. SERVICE CHARGES	Current	Recommended for 2023
Hydrant Flow Test	\$250.00	\$260.00
Hydrant Use Damage Deposit (Refundable)	\$1,000.00	No change
Hydrant Use Application Fee	\$500.00	\$515.00
Residential Water & Sewer Cap-off Fee (Combined)	\$5,850.00	\$5,990.00

All fees are subject to applicable taxes

B. RESIDENTIAL RATES	Current	Revised wording
	Secondary Suite Annually	Secondary Suite (including Laneway Houses) Annually

Part 11.0 Water Shortage Response Plan Fees and Rates

Permit fees for lawn watering exemption during annual watering restriction period under BYLAW NO. 6948, 2004 is recommended to be adjusted by and estimated rate of inflation 2.4%.

A rain barrel fee for the purchase of a subsidized rain barrel, as part of the existing rain barrel program, has now been included in the bylaw. Residents can use rain barrels to capture rainfall and reuse to water their lawns.

Permit Fees	Current	Recommended for 2023
Permit authorizing watering of new lawn and/or new landscaping when Stage 1 Restrictions or Stage 2 Restrictions are in force for a 21 day period	\$52.50 for Single Family Residential, \$78.50 for Multiple Family Residential and \$157.00 for Commercial or Industrial.	\$54.00 for Single Family Residential, \$81.00 for Multiple Family Residential and \$162.00 for Commercial or Industrial.
Rain barrel	\$75.00	\$70.00
<i>All fees are subject to applicable taxes</i>		

Part 12.0 Security Deposit for Damage to Municipal Facilities and/or Obstruction of Roads by Builders

Security Deposits are required to repair damage to municipal facilities and perform necessary street cleaning, resulting construction work and moving of buildings described under Part 15 of the Building Bylaw. The security and damage deposit rates are recommended to increase by 2.4% in alignment with an estimated rate of inflation.

Security Deposit for Moving a Building or Structure	Current	Recommended for 2023
For buildings with 1 storey	\$11,830.00	\$12,110.00
For buildings with 2 storeys	\$17,760.00	\$18,190.00
For buildings with 3 or more storeys	\$23,700.00	\$24,270.00
<i>All fees are subject to applicable taxes</i>		

Damage Deposits	Current	Recommended for 2023
Demolition Permit	\$2,615.00	\$2,680.00
Single Detached Dwelling (SDD) Permit	\$5,230.00	\$5,355.00
Duplex Permit	\$6,265.00	\$6,415.00
Corner Lot – SDD or Duplex	\$7,330.00	\$7,506.00
All Other Building Permits	1% per \$1,000 Construction Value Minimum Fee \$5,230.00 / Maximum Fee \$72,000.00	1% per \$1,000 Construction Value Minimum Fee \$5,355.00 / Maximum Fee \$73,700.00
<i>The Damage Deposits are collected as part of the Building Permit Process for City infrastructure and the amount, deducting any cost incurred by the City, will be refunded after the final inspection.</i>		
<i>All fees are subject to applicable taxes</i>		

All other fees are recommended to increase by 2.4% in alignment with and estimated rate of inflation.

Processing and Inspection Fees	Current	Recommended for 2023
Non-refundable Damage Deposit Processing Fee	\$58.00	\$60.00
Where additional inspections are required to ensure compliance, Re-inspection fee to be deducted from the Damage Deposit for each additional inspection	\$145.00	\$148.00
<i>All fees are subject to applicable taxes</i>		

Part 13.0 Q to Q Ferry Fees and Rates

In 2022, fares for the Q to Q Ferry were incorporated into the Engineering Fees & Rates By-law, accompanied by a moderate increase to reflect increased operating costs since inception of the service. Given the magnitude of the increase this year and continued ridership recovery after the COVID-19 pandemic, it is recommended that the fares not change for 2023.

Fees	Current	Recommended for 2023
Regular fare (adults 19-64): Single fare Monthly pass 10-fare punch card (11 th ride free)	\$2.25 \$45.00 \$22.50	\$2.25 \$45.00 \$22.50
Concession fare (adults 65+, youth 13-18): Single fare Monthly pass 10-fare punch card (11 th ride free)	\$1.25 \$22.50 \$12.50	\$1.25 \$22.50 \$12.50

Details of these changes will be incorporated into the revised Schedules for the Engineering Fees and Rates Bylaw.



Lisa Leblanc, P.Eng., M.Sc
Director of Engineering Services