



Town of
East Gwillimbury

**THE CORPORATION OF THE TOWN OF EAST GWILLIMBURY
BY-LAW NUMBER 2020-104**

**Being a By-law to Amend By-law No. 2015-078, specifically Schedules B and C,
and adding a new Schedule M, to revise fees and charges for the Corporation of
the Town of East Gwillimbury**

WHEREAS *The Municipal Act*, S.O. 2001, Chapter 25, Section 391.(1) states that
A municipality may impose fees or charges to recover costs associated with providing
services or activities to the community.

NOW THEREFORE the Municipal Council of the Corporation of the Town of
East Gwillimbury enacts as follows:

1. THAT the following schedules to By-law 2015-078 shall be replaced, with revised
rates to become effective January 1, 2021:

Schedule B – Community Infrastructure and Environmental Services (attached as
Appendix '1')

Schedule C – Community Parks, Recreation and Culture (attached as Appendix '2')

2. THAT the following schedule be added to By-law 2015-078 with proposed Fill fees to
become effective July 1, 2021:

Schedule M – Municipal Service Fill Fees (attached as Appendix '3')

ENACTED and PASSED this 15th day of December, 2020.

Virginia Hackson, Mayor

Fernando Lamanna, Municipal Clerk

Appendix 1 - Schedule B to By-law 2015-078: Community Infrastructure and Environmental Services

**Town of East Gwillimbury
Fees for Community Infrastructure and Environmental Services
Schedule B to By-law 2015-078**

AMENDMENT PASSED ON DECEMBER 15, 2020

	Service Provided	Fee	Unit of Measure
1	Engineering Review, Administration of Subdivision Agreements, Site Plan Agreements, Development Agreements, including Infill Applications and Inspections	5%	Of estimated construction costs ¹
2	Consultant's Fee – where consultants are retained, the owner will be required to pay for the cost of the consultant and provide an administration fee to the Town Note: This fee applies to subdivision and site plan reviews	10%	Of consultant's fees
3	Noise exemption application fee	\$240	Per application
4	CIES Staff Cost Recovery - where staff are required for work beyond what is included in the regular review of Site Plan or Plan of Subdivision Applications. Plus: Administration Fee	Hourly wage 10%	
5	ICI compliance letter	\$240	Per application
6	Municipal Consent - covers two inspections and one approval review by engineering. Includes Road Occupancy permit. Further review will require an additional fee of \$300/review	\$800	Per application
7	Lot Grading Review	\$75	Per dwelling unit
8	Road Occupancy Permit - no underground work	\$58	Per location
9	Road Occupancy Permit - underground work	\$507	Per location
10	Pre-servicing agreement	\$3,500	Per application
11	Earthworks agreement	\$5,000	Per application

Notes:

1. The engineering administration fee will be based upon tendered costs. The tendered costs shall include a 15% fee for engineering internal contingency and provisional items. The Town reserves the right to review actual costs and adjust related fees under exceptional circumstances where additional effort is required. For additional clarity, the tendered cost of the engineering works includes 100% of the cost of earthworks and 100% of the cost of all other works.

Appendix 2 - Schedule C to By-law 2015-078: Community Parks, Recreation and Culture

**Town of East Gwillimbury
Park Development Review Fees
Schedule C to By-law 2015-078**

AMENDMENT PASSED ON DECEMBER 15, 2020

	Service Provided	Fee	Unit of Measure
1	Landscaping Review, Administration of Subdivision Agreements, Development Agreements, including Infill Applications and Inspections	10%	Of estimated construction costs ¹
2	Site Plan Review – Initial Application Plus: Fee for all external works and internal urban design works	\$1,063 10%	Per hectare Of estimated construction costs ¹
3	Consultant's Fee – where consultants are retained, the owner will be required to pay for the cost of the consultant and provide an administration fee to the Town. Note: This fee applies to subdivision and site plan reviews	10%	Of consultant's fees

Notes:

1. The parks administration fee will be based upon tendered costs. The tendered costs shall exclude internal contingencies and provisional items. The Town reserves the right to review actual costs and adjust related fees under exceptional circumstances where additional effort is required.

Appendix 3 - New Schedule M to By-law 2015-078: Municipal Service Fill

**Town of East Gwillimbury
Fees for Community Infrastructure and Environmental Services
Schedule M to By-law 2015-078**

AMENDMENT - ADDITIONAL SCHEDULE PASSED DECEMBER 15, 2020

	Fee	Unit	Additional Comments
Small Site 0-999 m3			
Application Fee	\$300.00 /application Plus \$0.70 / cubic m		Due at time of submission
Security Deposit	\$5.00 / cubic m		Cash deposit held by the Town in a form satisfactory to the Treasurer. This may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the deposit to retain professional services or contractors to conduct work to achieve compliance with an Order. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town within 15 business days. Total for small sites not to be less than \$2,000. Due at permit issuance.
Permit Renewal	\$100.00		
Large Site 1,000-9,999 m3			
Application Fee	\$500.00 /application Plus \$0.70 / cubic m		Due at time of submission
Security Deposit	\$5.00 / cubic m		Cash deposit held by the Town in a form satisfactory to the Treasurer. This may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the deposit to retain professional services or contractors to conduct work to achieve compliance with an Order. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town within 15 business days. Due at permit issuance
Permit Renewal	\$500.00		
Major Site 10,000+ m3			
Application Fee	\$2,000.00 /application Plus \$0.70 / cubic m		Due at time of submission To a maximum of \$25,000
Security Deposit	\$50,000.00 annual deposit \$0.40 / cubic m		Cash deposit held by the Town in a form satisfactory to the Treasurer. This may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the deposit to retain professional services or contractors to conduct work to achieve compliance with an Order. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town within 15 business days. Cumulative total for large sites not to exceed \$1,000,000. Due at permit issuance.
Permit Renewal	\$1,000.00		
Other Applicable Fees			
Permit Issuance	\$100		
Consultants	Cost + 10%		At any time, the Town may engage legal, engineering, hydrology, hydrogeology, environmental and landscape consultants. The costs incurred will be charged back to the applicant plus a 10% administrative charge.
Engineering Site Inspection	\$250		Per inspection for non-compliant sites, post application approval
Municipal Service Fee	\$1.48 / cubic m		
Site Alteration Violation & Investigation Fee	In any situation where work or activities have been undertaken for which a Permit is required but was not obtained, an additional fee shall be paid equal to 100% of the applicable Application Fees and Municipal Service Fees. The violation fee is in addition to all other fees, charges and securities that are required as part of the permitting of the process. Municipal Service Fees will apply to native fill material moved on a site or from an adjacent site. Staff time for inspections related to a violation will also be charged.		