

Department: Transportation & Engineering
Key Business: Administration and Design & Construction
Service Area: Compliance Letters & Sales of Reports

Service Provided	Unit of Measure	HST Y/N	2023 Base Fee	2024 Base Fee	2025 Proposed Base Fee	HST \$	2025 Fee (tax included)	Effective Date MMM-YY	Last Increase	2025 over 2024 \$ Change	2025 over 2024 % Change
Agreement Compliance Letter	per property	N	\$98.00	\$215.00	\$222.00	N/A	\$222.00	Jan-25	2024	\$7.00	3.26%
Sale of Reports	per document	Y	\$32.00	\$32.00	\$33.00	\$4.29	\$37.29	Mar-23	2022	\$1.00	3.13%

Department: Transportation & Engineering
Key Business: Surveys, Drafting & Road Corridor
Service Area: Surveys & Drafting - Sales of Reports

Service Provided	Unit of Measure	HST Y/N	2023 Base Fee	2024 Proposed Base Fee	2024 Proposed Base Fee	HST \$	2024 Fee (tax included)	Effective Date MMM-YY	Last Increase	2024 over 2023 \$ Change	2024 over 2023 % Change
Reports & Drawings, Hard Copy or Electronic (non Routine Disclosure documents)	per page	Y	\$17.00	\$17.00	\$17.50	\$2.28	\$19.78	Mar-23	2022	\$0.50	2.94%
White Print from Microfiche Card	per page	Y	\$25.00	\$25.00	\$26.00	\$3.38	\$29.38	Mar-23	2022	\$1.00	4.00%

Department: Transportation & Engineering
Key Business: Traffic Engineering
Service Area: Sale of Reports

Service Provided	Unit of Measure	HST Y/N	2023 Base Fee	2024 Proposed Base Fee	2024 Proposed Base Fee	HST \$	2024 Fee (tax included)	Effective Date MMM-YY	Last Increase	2024 over 2023 \$ Change	2024 over 2023 % Change
Sale of Reports & Publishings	per application	Y	\$17.00	\$17.00	\$17.50	\$2.28	\$19.78	Mar-23	2022	\$0.50	2.94%

Department: Transportation & Engineering
Key Business: Right of Way Management
Service Area: Right of Way Management

Service Provided	Fee Type	Unit of Measure	HST Y/N	2023 Base Fee	2024 Base Fee	2025 Proposed Base Fee	HST \$	2025 Fee (tax included)	Effective Date MMM-YY	Last Increase	2025 over 2024 \$ Change	2025 over 2024 % Change
Full Cost Recovery												
Minor/Local Road Closure/Street Parties	Deposit	Per event	N	\$136.00	\$142.00	\$147.00	N/A	\$147.00	Jan-25	2024	\$5.00	3.52%
	Permit Fee	Per event	N	\$74.00	\$184.00	\$190.00	N/A	\$190.00	Jan-25	2024	\$6.00	3.26%
	Service Fee - barrier drop off and pick up	Per event	Y	\$198.00	\$207.00	\$214.00	\$27.82	\$241.82	Jan-25	2024	\$7.00	3.38%
	Permit Fee if Traffic Control Provided	Per event	N	\$355.00	\$371.00	\$383.00	N/A	\$383.00	Jan-25	2024	\$12.00	3.23%
Major Road Closures or Major Event	BIA or Charity Event	Per event	N	\$701.00	\$1,030.00	\$1,063.00	N/A	\$1,063.00	Jan-25	2024	\$33.00	3.20%
	Profitable events	Per event	N	\$1,622.00	\$1,671.00	\$1,725.00	N/A	\$1,725.00	Jan-25	2024	\$54.00	3.23%
		Plus a per km rate of road occupation	N	\$208.00	\$217.00	\$224.00	N/A	\$224.00	Jan-25	2024	\$7.00	3.23%
	Filming Activity Permit Application	Per event	N	\$249.00	\$285.00	\$294.00	N/A	\$294.00	Jan-25	2024	\$9.00	3.16%
	Filming Daily Rate - Low Impact (Passenger vehicles)	Per day	N	N/A	N/A	\$0.00	N/A	\$0.00	Jan-25	N/A	NEW	NEW
	Filming Daily Rate - Medium Impact (Vans and Light Trucks)	Per day	N	N/A	N/A	\$215.00	N/A	\$215.00	Jan-25	N/A	NEW	NEW
	Filming Daily Rate - Heavy Impact (Heavy Trucks)	Per day	N	\$469.00	\$483.00	\$499.00	N/A	\$499.00	Jan-25	2024	\$16.00	3.31%
Newspaper Boxes	Commerical areas (BIA)	Per year	N	\$232.00	\$239.00	\$247.00	N/A	\$247.00	Jan-25	2024	\$8.00	3.35%
	All other areas	Per year	N	\$73.00	\$75.00	\$77.00	N/A	\$77.00	Jan-25	2024	\$2.00	2.67%
	Newspaper Box Retrieval Fee	Per box	Y	\$208.00	\$217.00	\$224.00	\$29.12	\$253.12	Jan-25	2024	\$7.00	3.23%
Driveway Entrances (Non-Development Related)	See Planning and Development Rates and Fees											
Banner Permits - street and pole banners)	Permit Fee	Per application	N	\$151.00	\$156.00	\$161.00	N/A	\$161.00	Jan-25	2024	\$5.00	3.21%
	Service Fee - banner set up and removal	Per banner - done by Traffic	Y	\$656.00	\$686.00	\$708.00	\$92.04	\$800.04	Jan-25	2024	\$22.00	3.21%
	Service Fee - streelight banner set up and removal	Per banner	Y	\$151.00	\$156.00	\$161.00	\$20.93	\$181.93	Jan-25	2024	\$5.00	3.21%
Temp. Commerical Sign on Town Property (includes A-Frame signs)	Sandwich Board	per board annual	N	\$72.00	\$118.00	\$122.00	N/A	\$122.00	Jan-25	2024	\$4.00	3.39%

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Temporary Street Occupation Permit	MAJOR OCCUPATION Cranes – fixed or mobile, tracked equipment, hoarding, shoring	Per application, per calendar year + Daily rate occupation and/or parking	N	\$584.00	\$602.00	\$622.00	N/A	\$622.00	Jan-25	2024	\$20.00	3.32%
	MINOR OCCUPATION Disposal bin, rubber tired equipment, materials (includes up to three occurrences)	Per application, per calendar year + Daily rate occupation and/or parking	N	\$304.00	\$313.00	\$323.00	N/A	\$323.00	Jan-25	2024	\$10.00	3.19%
	Moving Vehicles in the BIA (for one day)	Per application	N	N/A	N/A	\$31.00	N/A	\$31.00	Jan-25	N/A	NEW	NEW
	*Daily rate - occupation (Major and Minor)	Daily rate	N	\$29.25	\$30.00	\$31.00	N/A	\$31.00	Jan-25	2024	\$1.00	3.33%
	*Daily rate - parking (Major and Minor)	Daily rate per spot	N	See Parking Rates and Fees								
Oversize / Long Loads	One Occasion Permit	Per application	N	\$410.00	\$422.00	\$436.00	N/A	\$436.00	Jan-25	2024	\$14.00	3.32%
	Annual Permit (up to 10 vehicles)	Per application	N	\$561.00	\$586.00	\$605.00	N/A	\$605.00	Jan-25	2024	\$19.00	3.24%
Encroachment/Licence/Release Agreements	Per Permit Application	Per Location	N	\$1,800.00	\$1,868.00	\$1,929.00	N/A	\$1,929.00	Jan-25	2024	\$61.00	3.27%
	Agreement Preparation	Per Location	N	\$700.00	\$732.00	\$756.00	N/A	\$756.00	Jan-25	2024	\$24.00	3.28%
License Agreements	Per Permit Application	Per Location	N	\$1,799.00	\$1,868.00	\$1,929.00	N/A	\$1,929.00	Jan-25	2024	\$61.00	3.27%
	Agreement Preparation	Per Location	N	\$700.00	\$732.00	\$756.00	N/A	\$756.00	Jan-25	2024	\$24.00	3.28%
Merchandise Display	Permit fee	per application	N	\$139.00	\$143.00	\$148.00	N/A	\$148.00	Jan-25	2024	\$5.00	3.50%
Road Closure - Construction Related	Permit fee	Per project	N	\$1,030.00	\$1,061.00	\$1,095.00	N/A	\$1,095.00	Jan-25	2024	\$34.00	3.20%
Road Cut (Excavation) Permit (Public Utilities/Services - Water/Wastewater)	Permit fee	per application	N	\$558.00	\$575.00	\$594.00	N/A	\$594.00	Jan-25	2024	\$19.00	3.30%
Road Cut (Excavation) Permit - Without executed Municipal Access Agreement or Franchise Agreement	Major Project	per application	N	\$558.00	\$575.00	\$594.00	N/A	\$594.00	Jan-25	2024	\$19.00	3.30%
	Minor Project	per application	N	\$140.00	\$144.00	\$149.00	N/A	\$149.00	Jan-25	2024	\$5.00	3.47%
Road Cut (Excavation) Permit - With executed Municipal Access	Major Project	per application	N	\$558.00	\$575.00	\$594.00	N/A	\$594.00	Jan-25	2024	\$19.00	3.30%

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Agreement or Franchise Agreement (Type 1)	Minor Project	per application	N	\$140.00	\$144.00	\$149.00	N/A	\$149.00	Jan-25	2024	\$5.00	3.47%
Road Cut (Excavation) Permit - With executed Municipal Access Agreement or Franchise Agreement (Type 2)**	Major Project	per application	N	\$479.00	\$492.00	\$492.00	N/A	\$492.00	Mar-24	2023	\$0.00	0.00%
	Minor Project	per application	N	\$122.00	\$125.00	\$125.00	N/A	\$125.00	Jan-24	2023	\$0.00	0.00%
Telecommunications Municipal Consents - With executed Municipal Access Agreement or Franchise Agreement(Type 1)	Review Fee	per affected street	N	\$323.00	\$338.00	\$349.00	N/A	\$349.00	Jan-25	2024	\$11.00	3.25%
Telecommunications Municipal Consents - With executed Municipal Access Agreement (Type 2)**	Review Fee	per affected street	N	\$418.00	\$429.00	\$429.00	N/A	\$429.00	Mar-24	2023	\$0.00	0.00%
Public Utilities/Services (Water/Wastewater) Municipal Consents	Review Fee	per affected street	N	\$692.00	\$713.00	\$736.00	N/A	\$736.00	Jan-25	2024	\$23.00	3.23%
Municipal Access Agreement Fee	Annual Fee	per agreement	N	\$6,663.00	\$6,863.00	\$7,086.00	N/A	\$7,086.00	Jan-25	2024	\$223.00	3.25%
Municipal Consent for Development Related - Public Infrastructure Construction/Improvements	Review Fee	per location	N	\$378.00	\$395.00	\$408.00	N/A	\$408.00	Jan-25	2024	\$13.00	3.29%
Road Cut (Excavation) Permit for Development Related - Public Infrastructure Construction/Improvements	Major Project	per application	N	\$558.00	\$575.00	\$594.00	N/A	\$594.00	Jan-25	2024	\$19.00	3.30%
	Minor Project	per application	N	\$140.00	\$144.00	\$149.00	N/A	\$149.00	Jan-25	2024	\$5.00	3.47%
Commerical Sign (fixed and overhanging town road allowance)	Permit Fee	Per Location	N	\$266.00	\$274.00	\$283.00	N/A	\$283.00	Jan-25	2024	\$9.00	3.28%
Bistro Patio	Permit Fee	per season	N	\$262.00	\$201.00	\$208.00	N/A	\$208.00	Jan-25	2024	\$7.00	3.48%
Patio with enclosure on the boulevard or sidewalk	Permit Fee	per season	N	\$785.00	\$414.00	\$427.00	N/A	\$427.00	Jan-25	2024	\$13.00	3.14%
Extended patio with enclosure in parking stall	Permit Fee	per season	N	\$785.00	\$414.00	\$427.00	N/A	\$427.00	Jan-25	2024	\$13.00	3.14%
Parking Stall Fee Occupied by Patio	Permit Fee	per season	Y	N/A	\$497.34	\$513.27	\$66.73	\$580.00	Jan-25	2024	\$15.93	3.20%
Reduced Parking Rental (parking space only - no boulevard, staff approval required)	Permit Fee	per season	Y	N/A	N/A	\$130.97	\$17.03	\$148.00	Jan-25	N/A	NEW	NEW
Outdoor displays - for Patio permits	Permit Fee	per season	N	\$115.00	\$54.00	\$56.00	N/A	\$56.00	Jan-25	2024	\$2.00	3.70%
Change of Municipal Address	Address Change	per address	N	\$1,121.00	\$1,155.00	\$1,193.00	N/A	\$1,193.00	Jan-25	2024	\$38.00	3.29%

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Drawing Request (incl. Routine Disclosure)	Document Request	per application	N	N/A	N/A	\$60.00	N/A	\$60.00	Jan-25	N/A	NEW	NEW
	Additional staff time beyond 1 hour	per hour	Y	N/A	N/A	\$60.00	\$7.80	\$67.80	Jan-25	N/A	NEW	NEW
Temporary or Permanent Dewatering Discharges	Water Discharge to Town's Storm Sewer System	each	N	N/A	\$3,439.00	\$3,550.00	N/A	\$3,550.00	Jan-25	2024	\$111.00	3.23%

**Rates to be updated in March 2025 based on CPI as per Municipal Access Agreement (MAA) with telecom companies.