



**THE CORPORATION OF THE CITY OF MISSISSAUGA
TRANSPORTATION AND WORKS FEES AND CHARGES
BY-LAW 226-18**

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, authorize a municipality to pass by-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes by-laws respecting the financial management of the municipality;

AND WHEREAS subsection 391(1) of the *Municipal Act, 2001* provides that sections 9 and 11 of that Act authorize a municipality to impose fees or charges on any class of persons for services or activities provided or done by or on behalf of the municipality and for the use of the municipality's property, including property under its control;

AND WHEREAS subsection 391(2) of the *Municipal Act, 2001* provides that a fee or charge imposed for capital costs related to services or activities may be imposed on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some later point in time;

AND WHEREAS subsection 391(3) of the *Municipal Act, 2001* provides that the costs included in a fee or charge may include costs incurred by the municipality or local board related to administration, enforcement and the establishment, acquisition and replacement of capital assets;

AND WHEREAS subsection 391(4) of the *Municipal Act, 2001* provides that a fee or charge may be imposed whether or not it is mandatory for the municipality or local board imposing the fee or charge to provide or do the service or activity, pay the costs or allow the use of its property;

AND WHEREAS subsection 391(5) of the *Municipal Act, 2001* provides that, in the event of a conflict between a fee or charge by-law and the *Municipal Act, 2001*, or any other act or regulation made under any other act, the by-law prevails;

AND WHEREAS the Council of The Corporation of the City of Mississauga wishes to establish and maintain a list of services, activities and the use of property subject to fees or charges and the amount of each fee or charge;

NOW THEREFORE the Council of The Corporation of the City of Mississauga ENACTS as follows:

DEFINITIONS

1. In this By-law,
 - (a) **"Administration Fee"** has the meaning assigned to it in Schedule "B" to this By-law;
 - (b) **"City"** means The Corporation of the City of Mississauga;
 - (c) **"City Manager"** means the Chief Administrative Officer for the City or his or her designate;
 - (d) **"Commissioner of Transportation and Works"** means the Commissioner of Transportation and Works for the City or his or her designate;
 - (e) **"Direct Costs"** has the meaning assigned to it in Schedule "B" to this By-law;
 - (f) **"External Parties"** includes, but is not limited to, the Regional Municipality of Peel, the Ontario Ministry of Transportation (MTO), public utilities, developers, private interests including, but not limited to, private interests related to insurance claims or conditions of development;

- (g) “**Government body**” includes, as designated by the City’s Director, Revenue and Materiel Management, (i) any Ontario municipality together with its agencies, boards and commissions; (ii) a public utility or public transportation system owned or operated by the City or the Region of Peel or by their boards; (iii) the Governments of Canada and Ontario together with their ministries and agencies; (iv) a board as defined in the *Education Act*, R.S.O. 1990, c.E.2, as amended, and any school operated by a board and located within the boundaries of the City of Mississauga; an Ontario university, college of applied arts and technology or other post-secondary institution; (v) an institution approved as a public hospital under the *Public Hospitals Act*, R.S.O. 1990, c.P.40, as amended; and a conservation authority established under the *Conservation Authorities Act*, R.S.O. 1990, c.C.27, as amended;
 - (h) “**Internal Parties**” means City departments;
 - (i) “**T&W**” means the City’s Department of Transportation and Works; and
 - (j) “**Total Charge**” has the meaning assigned to it in Schedule “B” to this By-law.
2. Council hereby establishes the fees and charges as set out in Schedule “A” and Schedule “B” to this By-law.
 3. Subject to section 4 of this By-law, no request by any person for any service, activity or use of City property described in Schedule “A” or Schedule “B” will be processed or provided by the City Manager or the Commissioner of Transportation and Works, unless and until the person requesting the information, service, activity or use of City property has paid the applicable fee or charge in the prescribed amount as set out in Schedule “A” or Schedule “B” to this By-law.
 4. Where Schedule “A” or Schedule “B” to this By-law states that the City Manager or the Commissioner of Transportation and Works has the authority to waive, reduce or otherwise vary a fee or charge, Council hereby delegates to the City Manager or Commissioner of Transportation and Works, as applicable, and/or his or her designate, the authority, in his or her discretion, to waive, reduce or otherwise vary the fee or charge for the item concerned, in accordance with the general criteria, as applicable, for any such waiver, reduction or variation with respect to that item as set out in Schedule “A” or Schedule “B”.
 5. The fees and charges as listed in Schedule “A” and Schedule “B” to this By-law will be subject to Harmonized Sales Tax (H.S.T.) where applicable.
 6. Payment of all fees and charges is due at the time of the transaction, unless the City issues an invoice for a fee or charge in which case payment is due as stated on the invoice.
 7. Payment of all fees and charges may be made by Visa, MasterCard, American Express, debit card, bank draft, certified cheque or cash. The full payment for the total of refundable deposits and non-refundable fees combined must be made by bank draft or certified cheque only. Uncertified cheques will not be accepted.
 8. Interest will accrue on overdue accounts for fees and charges at a rate of 1.25% per month applied and compounded every 30 days (for an effective rate of 16.08% per annum), unless precluded by by-law or legislation. Government bodies are exempt from interest.
 9. No discounts will apply for early payment of any fee set out in Schedules “A” or “B” to this By-law.
 10. The City’s Road Occupancy, Lot Grading and Municipal Services Protection Deposit By-law sets out the deposits that are payable in respect of permits for construction on land abutting a highway or for construction that may affect drainage or grading.

ADMINISTRATION AND ENFORCEMENT

11. The Commissioner of Transportation and Works shall be responsible for the administration of this By-law, including but not limited to the enforcement thereof and the collection activity, and for instructing Legal Services to take such legal action as may be considered appropriate.
12. Any decision or determination required to be made by the City or any official of the City under this By-law shall be made in the sole and absolute discretion of the City or the City official.
13. A fee imposed upon a person under this By-law, including any interest charges and costs of collection, constitutes a debt of the person to the City. The City may add the fee, including interest and any other eligible recovery, to the tax roll for any real property in the City of Mississauga registered in the name of the owner and collect the fee, including interest, in like manner as municipal taxes.

GENERAL

14. Schedules "A" and "B" shall form and be an integral part of this By-law.
15. Should any part of this By-law, including any part of Schedule "A" or Schedule "B", be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and that the remainder of this By-law, including the remainder of Schedules "A" and "B", as applicable, shall continue to operate and to be in force and effect.
16. Words importing the singular number shall include the plural, and words importing the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law otherwise requires.
17. This By-law shall come into force and effect on January 1, 2019 immediately after the repeal of By-law Number 0166-2017 as provided in Section 18 below.
18. By-law Number 0166-2017 shall be repealed, effective at the end of December 31, 2018 immediately before the time that this By-law comes into force and effect as provided in Section 17 above.
19. This By-law shall be known as the "Transportation and Works Fees and Charges By-law".

ENACTED and PASSED this 12TH day of December, 2018.

Signed by: Bonnie Crombie, Mayor and Sacha Smith, Deputy City Clerk

**SCHEDULE “A”
Transportation and Works Fees and Charges By-law**

ITEM	FEE
ENFORCEMENT DIVISION	
Animal Services 735 Central Parkway West	
Animal Trap - Refundable deposit Deposit is not refunded if trap is lost or damaged	\$111.00
Animal Pick up Service Charge	\$64.25
Emergency Animal Pick Up Service Charge	\$86.25
Wildlife removed from trap	\$111.00
Wildlife removed from house	\$111.00
Owner Surrender Cat	\$47.50
Owner Surrender Dog	\$164.00
Owner Surrender Cat Litter	\$59.25
Owner Surrender Dog Litter	\$113.25
Miscellaneous Surrender	\$23.50
Quarantine	\$28.00/day
Animal Services Fee Assistance Program <div style="text-align: right;">\$23.75</div> <div style="display: flex; justify-content: space-between;"> <div>a) Owner Surrender Cat</div> <div>\$82.00</div> </div> <div style="display: flex; justify-content: space-between;"> <div>b) Owner Surrender Dog</div> <div>\$29.50</div> </div> <div style="display: flex; justify-content: space-between;"> <div>c) Owner Surrender Cat Litter</div> <div>\$56.50</div> </div> <div style="display: flex; justify-content: space-between;"> <div>d) Owner Surrender Dog Litter</div> <div>\$11.75</div> </div> <div style="display: flex; justify-content: space-between;"> <div>e) Miscellaneous Surrender</div> <div></div> </div> <p>Surrender fees for eligible applicants are reduced by 50% from regular animal surrender rates. Eligibility will be determined based on voluntary application by residents of Mississauga and having a total net individual or combined family income below the Low Income Cut Off amount (Statistics Canada LICO). Cut-off levels vary with the number of family members and are adjusted periodically for inflation.</p>	
Per Diem Shelter Rate	\$28.00
Non-Resident Fee - In addition to regular fees	\$58.00

ITEM	FEE
ENFORCEMENT DIVISION	
Animal Services 735 Central Parkway West	
Cat Box	\$5.75
Dog / Puppy Adoption Cost includes a) Vaccines, de-worming \$51.00 b) Microchip \$59.00 c) Spay/neuter (where applicable) \$127.00 minimum If spaying or neutering is not required	\$237.00 \$110.00
Cat / Kitten Adoption – Young Cats 0-3yrs Cost includes a) Vaccines, de-worming \$30.50 b) Microchip \$59.00 c) Spay/neuter (where applicable) \$65.75 minimum d) Cat Box (\$5.75) If spaying or neutering is not required	\$161.00 \$95.25
Cat Adoption – Adult Cat – 3-7yrs Costs Includes a) Spayed cat license \$20 b) Microchip \$59.00	\$79.00
Cat Adoption – Senior Cat – 7yrs+	\$20.00
Microchip	\$59.00
Miscellaneous Adoptions a) Gerbils, rats, hamsters, degus b) Rabbits, guinea pigs, chinchillas c) Budgies, Finch, canaries d) Cockatiels, lovebirds e) Parrots	\$6.50 \$11.75 \$21.00 \$32.00 \$129.00
Appeal under By-law 948-80, as amended - Muzzling of vicious dogs	\$476.00
Special Cremations: a) Dogs b) Cats	\$202.75 \$163.75
Parking Enforcement 3235 Mavis Road	
Request Withdrawal of Parking Infraction - By Private Security Company	\$13.00
Towing Administrative Charge a) Car b) Heavy Vehicle (as defined by the Highway Traffic Act)	\$38.00 \$55.00

ITEM	FEE
ENFORCEMENT DIVISION	
Parking Enforcement 3235 Mavis Road	
Consideration Permit – Residential In excess of five days	\$64.00
Consideration Permit – Commercial From first day	\$128.00
Charge for Non-Returned Ticket Books (per book)	\$ 32.00
Parking Ticket Internet Payment	\$1.50
Parking Ticket Telephone Payment	\$1.50
ITEM	FEE
ENFORCEMENT DIVISION	
Compliance and Licensing 300 City Centre Drive	
Administrative Fee Fee imposed on a business at any time during the term of the Business Licence for costs incurred by the municipality attributable to the activities of the business	\$27.00
Liquor Licence Approval Application	\$80.75
Pool Enclosure Certificate of Compliance Verification Letter	\$72.25
Pool Enclosure Compliance Letter - Inspection required	\$341.75
General Enforcement Verification Letter	\$70.00
Enforcement Compliance Letter - Inspection required	\$343.25
Property Standards Appeal	\$485.75
Noise Exemption Request	\$220.50
Nuisance Lighting Exemption Request	\$220.50
Replacement of Licence Fee	\$17.00
Trade Exam Fee	\$59.50
Fence Exemption Request	\$270.25
Inspection of property and building(s) after notification from Police of a grow house operation	\$661.75
Appeal Tribunal	\$485.75

ITEM	FEE
ENFORCEMENT DIVISION	
Mobile Licensing 3235 Mavis Road	
Change of Brokerage	\$33.25
Change of Vehicle Inspection	\$86.50
Copy of By-laws	\$32.50
Driver's Photo Identification Card Replacement	\$14.00
English Language Test	\$27.50
Fail to Attend Mandatory Inspection	\$82.00
Licence Confirmation Letter	\$ 22.25
Ontario Driving Record Search	\$16.25
Licensing Tribunal Appeal	\$485.75
Replacement – Lost Driver or Owner License	\$16.00
Replacement – Lost or Damaged Expiration Stickers	\$5.25
Replacement – Lost or Damaged Owner Plates	\$79.25
Seatbelt Cutters	\$6.50
Vehicle Re-Inspection	\$82.50
Site Inspection	\$104.50
Tariff Card Replacement	\$8.75
Taxi Defensive Driving Course	\$143.50
Driver Examination Fee (per attempt)	\$77.25
Taxi Driver Orientation Course	\$143.00
Tutorial Training School	\$72.00
Taxi Owners Responsibility Course	\$82.50

ITEM	FEE
ENFORCEMENT DIVISION	
Mobile Licensing 3235 Mavis Road	
Taxi Robbery Prevention Course Offered to taxi drivers licensed by municipalities other than the City of Mississauga	\$82.50
Training School – Replacement Books	\$27.00
Training School Certificate Reprint	\$54.00
Training for Security/Tagging Individuals for Private Parking APS Issuance	\$108.00
Priority List Initial Application	\$354.50
Priority List Annual Maintenance	\$243.50
Late Renewal Fee	\$79.25
Filing a lease	\$80.75
No Smoking Stickers	\$2.00
Taxi Plate Inactivity Extension (each request)	\$364.25
Taxi Sensitivity Training	\$129.00
Public Vehicle Full Day Retraining	\$162.25
Public Vehicle Half Day Retraining	\$141.50
Tow Truck Orientation Course	\$140.50
Taxi Model Year Extension	\$81.00
Tow Truck Sensitivity Training	\$129.00

TRANSPORTATION AND INFRASTRUCTURE PLANNING DIVISION	
Transportation Infrastructure Management Section 201 City Centre Drive	
Request for Forecast of Ultimate Street Data (Traffic Volumes, ROW, Truck, etc.)	\$172.00
Bike Lane/Route Signs At a standard of two (2) signs for every 400 m of bike lane/route frontage adjacent to proposed development or re-development of land a) For frontage of 400 m or less: one sign is required b) For frontage greater than 400 m: two signs are required for every 400 m section and one sign is required for increments less than 400 m. Example: for 500 m frontage, three signs are required	\$270.00 per sign Note: The fees collected for cycling route signs are not allocated towards a specific route and can be used towards cycling signage within any route.
ITEM	FEE
Development Engineering Section	
Street Name Assignment or Change	\$1,675.50
Environmental Services Section	
Storm Sewer By-Law Compliance and Servicing Inquiries	\$132.50
Rainfall Data	\$26.00 per month per station \$260.00 per year per station
Advertising Fee Waste disposal site notification	Actual costs plus 10% administration charge
Contamination Clean-Up on City property caused by others	Actual cost plus 10% administrative charge
Erosion and Sediment Control Permit valid for 6 months/180 days a) Site less than 1.0 hectare b) Site 1.0 hectare or greater	\$194.00 per permit \$814.00 per permit plus \$57.00 per hectare
Renewal Fee of Erosion and Sediment Control Permit Renewal fee upon expiry of original permit Renewal valid for 6 months/180 days a) Site less than 1.0 hectares b) Site 1.0 hectares to less than 5.0 hectares c) Site 5.0 hectares to less than 20.0 hectares d) Site 20.0 hectares or greater	\$111.25 per extension \$344.00 per extension \$587.00 per extension \$1,058.00 per extension
Storm Sewer Connection Approval	\$146.00 per approval
Transfer of Review - Environmental Compliance Approval for Storm Sewers	\$1,100.00

Environmental Services Section	
Transfer of Review – Environmental Compliance Approval for Storm Pumping Stations	\$2,000.00
Transfer of Review – Environmental Compliance Approval for Stormwater Management Facilities	\$2,220.00
ITEM	FEE
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 Mavis Road	
Maintenance Standards and Permits	
Road Occupancy Permit - General:	
a) Storage (Waste bins & storage containers)	No charge
b) Storage (Construction materials & equipment)	\$159.00
c) Mobile Crane	\$349.00 per permit Plus \$104.00 for each additional day
d) Construction, Scaffolding & Secondary Hydro Connection	\$349.00 per permit* *Permit Fee may be waived by the Commissioner of Transportation and Works for Internal Parties as determined by the Commissioner of Transportation and Works
e) Portable Accessibility Ramps	No Charge
f) Boulevard Gardens	\$52.00
g) Road Occupancy Permit - General - Encroachment Enclosure Fee (hoarding, fencing, etc.)	\$2.40 per square metre per month
h) Road Occupancy Permit - General – Utility	\$349.00 per permit
Road Occupancy Permit – Complex Construction (Site Plan):	
a) Encroachment Enclosure Fee (hoarding, fencing, etc.)	\$4,680.00 per permit up to 12 months \$2.40 per square metre per month
b) Dewatering Fee*	\$177.00 per month*
c) Aerial Crane Trespass**	\$19.60 per day**
d) Revision/Extension to Existing Permit (up to 12 months)	\$2,300.00 per revision/extension
*Dewatering fee charged per month until the structure is above ground and until dewatering is no longer required	
** Aerial Crane Trespass fee charged per day for as long as the crane is in place	

ITEM	FEES
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 Mavis Road	
Maintenance Standards and Permits	
Road Occupancy Permit – Connections:	
a) Sanitary Sewer - Road Cut Inspection	\$433.00 per connection
b) Water - Road Cut Inspection	\$433.00 per connection
c) Storm Sewer - Road Cut Inspection	\$699.00 per connection
d) Water/Sanitary (Regional) and Storm (Municipal) in the same trench - Road Cut Inspection	Deleted
Road Occupancy Permit - Road Degradation Fee (Applicable to all road cuts)	
a) Residential Roads	\$36.50 per square metre
b) Industrial/Collector/Arterial Roads	\$41.50 per square metre
* Fee will be waived on roads that are scheduled for refurbishing or reconstruction within three (3) years.	
Permit Inspection Fee for all Works Except Storm, Sanitary and Water	
a) For works valued at \$10,000 or less	\$312.00
b) For works valued greater than \$10,000	3% of value of works
<u>Note:</u> Does not include Road Occupancy Permit Fee which is additional	
Excess Load Moving Permit	
a) Day Permit, one trip	\$159.00 per permit
b) Each additional trip for Day Permit	\$61.00 per vehicle
c) Annual permit	\$354.00 per permit
d) Superload – single move (over 120,000 kg)	\$634.00 per trip plus the actual cost of pre-route inspection, including video and escort plus 10% administrative charge
PUCC circulations - all applicants:	
a) Single installation on each street, 300 metres or less	\$525.00 per street
b) Single installation on each street, greater than 300 metres	\$525.00 per street plus \$0.40 per metre on distance over 300 m
c) PUCC circulations - all applicants - Inspection Fee	\$100.00 per street

ITEM	FEE
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 Mavis Road	
Maintenance Contracts	
Unit rates applied to works carried out in conjunction with Access Modification Permits:	
a) Culvert Removal	\$127.00 per metre (min. charge \$575.00)
b) Culvert Installations/Extensions (including headwalls)	\$403.00 per metre (min. charge \$1,030.00)
c) Curb Cuts (does not include work on the boulevard)	\$63.00 per metre (min. charge \$115.00)
d) Curb Improvements (rolled curb, pre-cast curb replacement)	\$104.00 per metre (min. charge \$115.00)
e) Curb Installations/Reinstatements:	
i. Standard Curb	\$145.00 per metre (min. charge \$535.00)
ii. Heavy Duty Curb	\$162.00 per metre (min. charge \$535.00)
f) Sidewalk Installations:	
i. Residential Sidewalk	\$129.00 per m ² (min. charge \$535.00)
ii. Industrial/Commercial Sidewalk	\$155.00 per m ² (min. charge \$535.00)
g) Splash Pad Removal and/or Installation	\$107.00/m ² (min. charge \$535.00)
Roadway Damage Reinstatement	Direct Costs Plus Administration Fee refer to Schedule "B"
Cost Recovery for all other works carried out by Works Maintenance and Operations Section: Recovery of costs for Engineering, Construction and Maintenance Activities for External/Internal Parties.	Direct Costs Plus Administration Fee Refer to Schedule "B" (Maximum Administration Fee of \$356.00)
Shopping Cart Storage Fee	\$57.00 per cart
Ditch Filling Criteria must be met prior to commencement of work on a per linear metre charge.	\$403.00 per linear metre charge
Supply and Placement of Sod	\$26.00/m ²
Asphalt Residential	\$35.00/m ²
Asphalt Commercial	\$58.00/m ²
Granular	\$24.00 per tonne
Earth Excavation	\$40.00/m ²
New Headwall Construction (no culvert works)	\$1,000/headwall

ITEM	FEE
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 Mavis Road	
Traffic Management Section	
Access Modification Permit Application Fee (Non-refundable) Driveway widening involving curb cuts and/or culverts and/or curb improvements	\$118.00 per application
Collision Data and Summary Reports Per location or per road section between two intersections 5-year Detailed Collision Summary	\$64.00 each
Decorative Street Lights: a) Modified Standard - (cost per light standard) b) Decorative Standard - (cost per light standard)	\$593.00 \$1,252.00
Placement of Temporary Crossing Guard: a) Set-up and removal of signs/markings b) Crossing Guard charge	\$566.00 per location \$86.00 per day
Publication Distribution Boxes a) Annual Fee b) Removal Fee c) Installation Fee for Pad and Hitching Post: <ul style="list-style-type: none"> ▪ Pad up to 2 boxes ▪ pad up to 4 boxes 	\$64.00 per box \$64.00 per box \$340.00 per Applicant \$225.00 per Applicant
Road Occupancy Permit: Special Events or Filming a) Permit Fee b) Advanced Road Closure Signage: <ul style="list-style-type: none"> i. Signs ii. Crew Time c) Barricades/Cones – Crew Time d) Fee for Street Banners extending across the municipal road allowance, per 10-day installation period or part thereof	\$349.00 per permit* *Permit Fee may be waived by the Commissioner of Transportation and Works for groups affiliated with the City through the Community Group Registry Program or registered charities based in Mississauga \$31.00 per sign \$92.00 per hour \$92.00 per hour \$113.00 per banner

ITEM	FEE
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 Mavis Road	
Traffic Management Section	
e) Fee for Pole Banner, per 90 day installation period of part thereof	\$27.00 per pole
f) User Insurance for Street Parties	Refer to City's Insurance Broker for pricing or contact Risk Management for further information
g) Works by City Staff	Direct Costs Plus Administration Fee Refer to Schedule "B" (Maximum Administration Fee of \$356.00)
Roadway Signage for: - Damage Reinstatement - Road Closure Signage - Directional Signage	Direct Costs plus Administration Fee Refer to Schedule "B" (Maximum Administration Fee of \$356.00)
Street Lighting Equipment Damage Reinstatement	Direct Costs plus Administration Fee Refer to Schedule "B" (Maximum Administration Fee of \$356.00)
Tourist Oriented Destination Signage (TODS) Including University and Community College Signage	As determined by the TODS program. For more information about this program and fees, please contact Traffic Management
Traffic Counts: a) Single Location 8-hour Turning Movement Count b) Single Location, 24-hour Count with Hourly Breakdown c) Summary Report - All 24-hour Locations d) Historical Summary Report - Single Location	\$250.00 \$85.00 \$64.00 \$92.00
Traffic Signal Equipment Damage Reinstatement	Direct Costs plus Administration Fee Refer to Schedule "B" (Maximum Administration Fee of \$356.00)
Traffic Signal Timing Data	
a) Historical Requests - Detailed Report	\$385.00 per intersection
b) Consultant Requests - Current Reports	\$194.00 per intersection

ITEM	FEE
WORKS OPERATIONS AND MAINTENANCE DIVISION 3185 MAVIS ROAD	
Office Services	
Expedited Permit Processing Fees (non-refundable) a) Road Occupancy Permit (storage included), excluding Special Provision re Complex Construction or any work impacting the Hurontario Street LRT projects b) Excess Load Moving Permit, excluding Superload Fee is for permit processed within less than the five (5) business days if requested by applicant and if possible.	\$90.00 per permit
Municipal Parking	
Covering (“bagging”) of Pay and Display Machine or Parking Meter When required for special events, construction, filming permits, commercial vehicles, or other uses that are not related to normal parking operations. Fee may be waived by the Commissioner of Transportation and Works.	\$20 for first machine and \$10 for each additional machine
Removal of Pay and Display Parking Machine	\$650.00 per machine
Occupying Parking Space For uses other than normal parking operations such as construction, filming, commercial vehicles, or other uses.	Hourly rate* multiplied by the number of parking spaces used multiplied by the hours per day of use *as stated in the Traffic (Parking) By-law 555-00
Paid Parking Administrative Fee To process paid parking requests related to approved Road Occupancy Permits, off-street special event parking, special parking requests, and refunds including permit and bulk parking cancellations, and unclaimed parking permits.	\$50.00
Replacement of Parking Multi-Visit Card	\$20.00
Parking Permit Replacement	\$50.00

ITEM	FEE
ENGINEERING AND CONSTRUCTION DIVISION 201 CITY CENTRE DRIVE	
Capital Works Section	
Cost Recovery Recovery of costs for Engineering, Construction and Maintenance Activities for External/Internal Parties (i.e. for works related to Road Rehabilitation and Access Modification Permits)	Direct Costs Plus Administration Fee Refer to Schedule "B"
Capital Works Contract Tender Documents	\$190.00
Capital Works Contract Tender purchase from Biddingo (online)	\$150.00
Development Construction Section	
Administrative/Inspection Fee (non-refundable) Pre- and post-construction inspections	\$290.00 per application
Compliance Letters/Lawyer's Letters a) Inspection not required b) Inspection required	\$135.00 \$265.00
Servicing Agreement Revisions/Engineering Drawings Modifications after approval of servicing agreement	\$580.00 per application* *Note: The Commissioner of Transportation and Works and/or his/her designate has the authority to waive, reduce or otherwise vary the fee for modifications after approval of a servicing agreement if, in his/her view, the change is to the betterment of the City or for housekeeping purposes or advisable due to an error or omission
Administrative/Inspection Fee (non-refundable) for In-Ground or On-Ground Pools For installation of residential pools Please note that Above-Ground Pools are exempted	\$290.00 per site
Commercial/Residential Property - Lot Grading Deposit Release Under the discretion of Development Construction and in the absence of a Final Lot Grading Certificate by a P.Eng or OLS, the City may perform an inspection to release an unclaimed deposit.	Return of Deposit less \$560.00 fee

ITEM	FEE
ENGINEERING AND CONSTRUCTION DIVISION 201 CITY CENTRE DRIVE	
Development Construction Section	
Lot Grading (Subdivision) Investigation: For non-compliance of approved grading plan, lands covered by a Servicing Agreement a) First Inspection b) Second & Subsequent investigations	 No charge \$550.00 per occurrence
Lot Grading (Infill) Investigation: For non-compliance of approved grading plan, lands not covered by a Servicing Agreement a) First Inspection b) Second & Subsequent investigations	 No charge \$165.00
Variance Approval to Residential Lot Grading after Registration of Subdivision: a) Before building construction started b) After building construction started	 \$180.00 per request \$560.00 per request
Waiver of lot grading not covered by a servicing agreement a) Inspection not required b) Inspection required	 Deleted Deleted
Variance to Block Grading in Industrial/Commercial of Multiple Family areas after Approval of the Servicing Agreement: a) Before building construction commenced b) After building construction commenced	 \$180.00 per request \$560.00 per request
Inspection Fee For Site Plan Applications	\$560.00 per application

SCHEDULE “B”
Transportation and Works Fees and Charges By-law

**CHARGES TO EXTERNAL OR INTERNAL PARTIES FOR ENGINEERING,
CONSTRUCTION, MAINTENANCE AND TRAFFIC WORKS**

1. Application of Schedule “B”

Schedule “B” applies to engineering, construction and maintenance, and traffic works undertaken by the Transportation and Works Department on behalf of External or Internal Parties.

Internal or External Parties shall be charged with costs, which include the Direct Costs (as defined below) of works performed either by City forces or by contractors working on behalf of the City, plus an Administration Fee (as defined below).

2. Charges for Engineering Works

Charges associated with Engineering Works include, but are not limited to, work performed on behalf of External or Internal Parties, such as project management, design, survey, inspection and material testing activities in conjunction with the construction of roads, bridges, sewers and watercourse works.

3. Charges for Construction and Maintenance Works

Charges associated with Construction and Maintenance Works include, but are not limited to, work performed on behalf of External or Internal Parties, such as asphalt, concrete and sod restoration works related to utility and development works, turning lanes, island extensions, sidewalks, access modifications (“curb cuts/culvert extensions”), road modifications for developers, railway crossing restoration work, and newspaper pad installation work.

4. Charges for Traffic Works

Charges associated with Traffic Works include but are not limited to work performed on behalf of External or Internal Parties, such as signing, pavement marking and traffic signal modifications for developers.

5. Direct Costs

The “Direct Costs” for works undertaken by City and/or contract forces are established as follows:

Description	Direct Costs (excl. HST)
Contract Work	Contract Price plus applicable 1.76% HST non-refundable amount
Labour (City)	Labour Cost (Hours x Rate) plus 35% Payroll Burden
Equipment (City)	Equipment Cost (Hours x Rate)
Material (City)	Material Price plus applicable 1.76% HST non-refundable amount

6. Administration Fee

An “Administration Fee” is applied as a percentage of Direct Costs to compensate the City for indirect costs for works performed on behalf of External or Internal Parties which may include, but are not limited to, some or all of the following:

- Preparing and tendering projects;
- Functional and detailed design;
- Surveying and inspection for works maintenance activities;
- Reinstatement of disturbed areas;
- Overall project management;
- Administrative functions such as invoicing, issuance of permits and other administrative duties.

7. Total Charge

“Total Charge” for works performed includes the Direct Costs and the Administration Fee as well as applicable tax and is established as follows:

Client	Direct Costs	Adm. Fee (% of Direct Cost)	HST
Internal City Departments: a) \$100,000 or more b) Under \$100,000	Yes Yes	6% 8%	No No
Region of Peel: a) \$100,000 or more b) Under \$100,000	Yes Yes	6% 8%	No No
City of Brampton/Town of Caledon	Yes	10%	No
Ontario Ministry of Transportation	Yes	10% *	See Notes below
Other Agencies/Utilities	Yes	25% *	See Notes below
Private Companies/Individuals	Yes	25% *	See Notes below

* Unless an applicable agreement between the City and the External Party provides for a different administration fee.

Notes:

Refer to the Excise Tax Act, Schedule V (Exempt Supplies), Part VI (Public Sector Bodies), Sections 21 and 22.

When supplied by a municipality, the following services are exempt from Harmonized Sales Tax (HST), regardless of who is being charged:

- Installing, replacing, repairing or removing street or road signs or barriers, street or traffic lights or property similar to any of the foregoing.
- Removing snow, ice or water.
- Removing, cutting, pruning, treating or planting vegetation.
- Repairing or maintaining roads, streets, sidewalks or similar or adjacent property.
- Installing accesses or egresses.
- Installing, repairing, maintaining or interrupting the operation of a water distribution, sewerage or drainage system.

8. Reduction of Administration Fee:

Notwithstanding any of the above, it may be appropriate to reduce the Administration Fee on a project-specific basis. This may occur only in circumstances where it is warranted, such as when City staff is unable to complete any of the administrative functions (see Item #6).

A reduction to the Administration Fee of under \$50,000 requires the signature of the responsible Director.

A reduction to the Administration Fee of \$50,000 or more requires the signature of the Commissioner of Transportation and Works or his or her designate.

Justification for the reduction shall be documented, approved by signature (as stipulated in the previous paragraph), and placed in the project file.