



This meeting will be held as a hybrid meeting with Members of Council having the opportunity to participate in-person at Town Hall or electronically. At this time, members of the public are encouraged to continue to view the meeting by watching the live stream.

Should you wish to delegate to a Council meeting please complete the online delegation form at <https://forms.milton.ca/Community/Delegate-Request-Application> by 12:00 p.m. (noon) two business days before the meeting is to be held.

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1. <u>MOMENT OF SILENT REFLECTION / O' CANADA / TRADITIONAL LAND ACKNOWLEDGEMENT</u>	
2. <u>AGENDA ANNOUNCEMENTS / AMENDMENTS</u>	
3. <u>DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF</u>	
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THAT Council endorse the Regional Ontario Street Property Development Plan inclusive of the Property's Master Plan, attached as Appendix 1 to Report DS-037-23.	
5. <u>DELEGATIONS</u>	
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Subject: We Make Milton – Working in Milton Policy Consideration Report	
Name : Peter Lambrick	

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13.	<u>OPEN SESSION</u>	
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14.1	058-2023 User Fee - Establish Rates, Fees, Charges, Repealing 082-2022 BEING A BY-LAW TO ESTABLISH AND REQUIRE PAYMENT OF VARIOUS RATES, FEES AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY AND TO REPEAL ALL PREVIOUS USER FEE BY-LAWS PASSED PRIOR TO JULY 17, 2023, INCLUDING BUT NOT LIMITED TO BY-LAW 082-2022, EXCLUDING BUILDING USER FEE BY-LAW 081-2022	468
14.2	059-2023 Uniform Traffic Control By-law Schedules 3, 16, 23, 31	550

BEING A BY-LAW TO AMEND BY-LAW NO. 1984-1, AS AMENDED,
BEING A BY-LAW TO REGULATE TRAFFIC AND PARKING ON
HIGHWAYS UNDER THE JURISDICTION OF THE TOWN OF MILTON

- 14.3 060-2023 Pt Lot Control 20M-1242 Pony Pines Development Inc PLC-02-23** 555
BEING A BY-LAW TO EXEMPT CERTAIN LANDS FROM PART LOT
CONTROL PURSUANT TO SECTION 50 (7) OF THE PLANNING ACT,
IN RESPECT OF LANDS DESCRIBED AS BLOCKS 80, 81 and 82 on
R.P. 20M-1242 IN THE TOWN OF MILTON, REGIONAL
MUNICIPALITY OF HALTON (PONY PINES DEVELOPMENT INC.) –
FILE PLC-02/23
- 14.4 061-2023 Amend Comprehensive Zoning By-law 016-2014 - Z-01-22 - 7419 Tremaine Road** 557
BEING A BY-LAW TO AMEND THE TOWN OF MILTON
COMPREHENSIVE ZONING BY-LAW 016-2014, AS AMENDED,
PURSUANT TO SECTION 34 OF THE PLANNING ACT IN RESPECT
OF THE LANDS DESCRIBED AS PART OF LOT 10, CONCESSION 4,
FORMER GEOGRAPHIC TOWNSHIP OF TRAFALGAR, TOWN OF
MILTON, REGIONAL MUNICIPALITY OF HALTON (QUADSPRING
INC.) – TOWN FILE: Z-01/22
- 14.5 062-2023 General Signing By-law - July 17, 2023** 561
BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF
DOCUMENTS
- 14.6 063-2023 - Confirm Proceedings By-law - July 17, 2023** 563
BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL
OF THE CORPORATION OF THE TOWN OF MILTON AT ITS
MEETING HELD JULY 17, 2023

15. ADJOURNMENT



**The Corporation of the
Town of Milton
COUNCIL MINUTES**

June 19, 2023, 6:00 p.m.

Members Present: Mayor Krantz, Councillor Ali, Councillor Best, Councillor Challinor, Councillor Malboeuf, Councillor Tesser Derksen, Councillor Ijaz, Councillor Marshall, Councillor Khalqi

The Council for the Corporation of the Town of Milton met for a Strategic Plan Workshop at 6:00 p.m. Regular Council meeting started at 7:00 p.m. This meeting was held as a hybrid meeting with Members of Council having the opportunity to participate in-person at Town Hall or electronically.

1. PRESENTATIONS

1.1 Strategic Plan Workshop

Andy Scott, Director, Strategic Initiatives and Business Development and Peter Wright, The Planning Group, addressed Council with respect to the Strategic Plan Workshop.

Council recessed at 6:53 p.m. and resumed in regular session at 7:00 p.m.

2. MOMENT OF SILENT REFLECTION / O' CANADA / TRADITIONAL LAND ACKNOWLEDGEMENT

3. AGENDA ANNOUNCEMENTS / AMENDMENTS

On Friday, June 16, 2023, a revised agenda was posted to the Town website with the inclusion of an additional by-law as agenda item 14.10.

4. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Mayor Krantz disclosed a pecuniary interest on By-laws 051-2023, 052-2023 & 055-2023 under Section 14 – By-laws, because he and his wife own property and live in the immediate area.

5. CONSENT ITEMS

At this point in the meeting, Mayor Krantz turned the Chair Position over to Acting Chair, Councillor Tesser Derksen.

Res. 097-23

THAT Consent items 5.1 and 5.2 be approved.

Carried

5.1 Minutes of the Council meeting held on May 29, 2023

5.2 Z-13/21 Sustainable Halton Urban Expansion Zoning Technical Report

6. DELEGATIONS

7. PUBLIC MEETING

8. ITEMS FOR CONSIDERATION

8.1 Vehicles For Hire By-law

Res. 098-23

THAT the necessary by-law, included on the June 19, 2023 Council meeting agenda, be considered for approval;

AND THAT the licensing fees, as set out within this report, be approved and included in the Town's User Fee By-law at the next available opportunity.

Carried

8.2 We Make Milton – Moving in Milton

Res. 099-23

THAT Council receive Report DS-032-23 for information;

AND THAT the recommended policy considerations for the theme of Moving in Milton be endorsed by Council and that they be used to guide subsequent stages of We Make Milton.

Carried

8.3 Capital and Operating Financial Statements – April 2023

Res. 100-23

THAT report CORS-032-23 covering the capital and operating financial statements as at April 30, 2023, be received for information. **Carried**

8.4 DMBIA & TJSF Event - Councillor Tesser Derksen

At this point in the meeting, Acting Chair Councillor Tesser Derksen turned the Chair Position over to Mayor Krantz.

Res. 101-23

WHEREAS Section 107 of the Municipal Act, 2001 allows municipalities to provide grants on such terms as the Council considers appropriate for purposes that Council considers to be in the interests of the municipality.

AND WHEREAS the Downtown Milton Business Improvement Area (DMBIA) has hosted a winter street festival in downtown Milton (Holidayfest) for over five years, and the Tiger Jeet Singh Foundation (TJSF) has hosted a winter event in downtown Milton for 14 years (Miracle on Main Street).

AND WHEREAS the DMBIA and TJSF have entered a partnership to combine elements of Holidayfest and Miracle on Main Street to bring a single, expanded, enhanced, and coordinated winter event to downtown Milton while advancing the economic mandate of the DMBIA and the charitable work of the TJSF (the "Event").

AND WHEREAS the DMBIA and TJSF have both committed resources and financial investment to support the Event, but those resources do not cover the entire estimated cost, and the resulting shortfall requires additional financial support.

AND WHEREAS the DMBIA has provided a written request to the Town of Milton for financial support to bring the Event to Downtown Milton, (which request is attached to this Notice of Motion as Schedule "A").

AND WHEREAS the Town of Milton's Strategic plan to create placemaking and community attractiveness for future residents and employers suggests a focus on events that enhance community engagement and quality of life.

THEREFORE BE IT RESOLVED THAT the Town of Milton provide a one-time financial support of up to \$38,000.00 (thirty-eight thousand dollars) to the DMBIA to support of the Event subject to the following terms:

- Eligible costs include those items as presented in Appendix 1 to the DMBIA's letter;
- The funding commitments from the DMBIA and TJSF will be applied to the costs outlined above first, followed by utilization of the Town's grant;
- Payment of the funding is contingent on the submission of a post-event summary that includes a statement of the costs and revenues associated with the event (along with the related supporting documentation), as well as a summary of the outcomes of the event.

AND THAT the grant be provided through the 2023 operating budget for the Mayor and Council, and that a transfer from the Ontario Lottery Corporation Proceeds reserve to the operating budget be approved to fund the grant.

AND THAT any future requests for the winter event be presented through the annual budget process as part of the DMBIA operating budget.

Carried

9. INTRODUCTION OF NOTICE OF MOTION

At this point in the meeting, Mayor Krantz turned the Chair Position over to Acting Chair, Councillor Tesser Derksen.

10. REGIONAL COUNCIL UPDATE

11. STATEMENT BY MEMBERS

12. CONFIDENTIAL SESSION

Council did not convene into confidential session and made the following resolution in open session:

13. OPEN SESSION

Res. 102-23

THAT the recommendations contained in Staff Report COMS-008-23 be approved.

Carried

14. BY-LAWS

Res. 103-23

THAT By-law Numbers 046-2023, 047-2023, 048-2023, 049-2023, 050-2023, 053-2023, 054-2023 & 056-2023 be READ, PASSED AND NUMBERED;

AND THAT the Mayor and the Town Clerk be authorized to sign the said By-laws, seal them with the seal of the Corporation and that they be engrossed in the By-law Book. **Carried**

Mayor Krantz disclosed a pecuniary interest and refrained from discussion and voting on item By-laws 051-2023, 052-2023 & 055-2023:

Res. 104-23

THAT By-law Numbers 051-2023, 052-2023, & 055-2023, be READ, PASSED AND NUMBERED;

AND THAT the Mayor and the Town Clerk be authorized to sign the said By-laws, seal them with the seal of the Corporation and that they be engrossed in the By-law Book. **Carried**

14.1 046-2023 Partial Assumption Shipp South Phase 1 (2C West) 20M-925

14.2 047-2023 Full Assumption of Subdivision Framgard PH1 20M-1165

14.3 048-2023 Full Assumption of Subdivision Framgard PH2 20M-1167

14.4 049-2023 Partial Assumption of Farmgard PH3 20M-1197 & Lift Reserves

14.5 050-2023 Vehicle for Hire By-law and Repeal By-laws

14.6 051-2023 Designation by-law 76 King Thomas Ford House

14.7 052-2023 Designation by-law 22 King Alex Hogg Stone house

14.8 053-2023 FD Zoning Urban, Z13-21

14.9 054-2023 FD Zoning Rural, Z13-21

14.10 055-2023 Designation of 111 Mary Street and Repeal By-law 010-2023

14.11 056-2023 Confirm Proceedings By-law June 19, 2023

15. ADJOURNMENT

There being no further business to discuss the Acting Chair adjourned the meeting at 7:28 p.m.

Gordon A. Krantz, Mayor

Meaghen Reid, Town Clerk



The Council for the Corporation of the Town of Milton met in open session for a workshop at 7:00 p.m., at the Milton Civic Operations Centre, with Mayor Krantz in the Chair. All members were present.

I. NOTICE

The Town Clerk advised that in accordance with the Town's Procedure By-law, "Workshop" means a meeting of Council where the purpose is for members of Council to discuss matters in an informal venue. She advised that no resolutions shall be passed at a workshop, with the exception of procedural motions.

II. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None.

III. PRESENTATIONS

1 Transit Service Profile and Engagement Session

Subject: Milton Transit

Tony D'Alessandro, Director, Transit Services and David Forsey, IBI Group, provided presentations.

2 Winter Maintenance Program

Subject: Milton Road Maintenance

Doug Sampano, Director, Facilities, Operations & Environment provided a presentation.

IV. ADJOURNMENT

There being no further business to discuss the Mayor adjourned the meeting at 9:45 p.m.

Gordon A. Krantz Mayor

Meaghan Reid Town Clerk



2022 Annual Report



**Milton
Public
Library**
Be Inspired

A Message From Our Chair & Interim Chief Librarian



Sarah Marshall
MPL Board Chair (2018-2022)



Sana Malik
MPL Board Chair (2023)



Kanta Kapoor
Interim CEO and Chief Librarian (2023)

Our library plays a vital role in our community, and we are proud to lead an organization dedicated to supporting lifelong learning and providing access to information for all. This past year, we emerged from the disruption caused by COVID-19 only to see a town that needed us more than ever. Thus, we are proud to say that we remained committed to our mission of serving the community. We have worked interminably to adapt to the changing needs of our patrons, whether that means offering hybrid programming or expanding our collection to include gaming consoles, web archiving, local history digital collection, and physical and electronic resources.

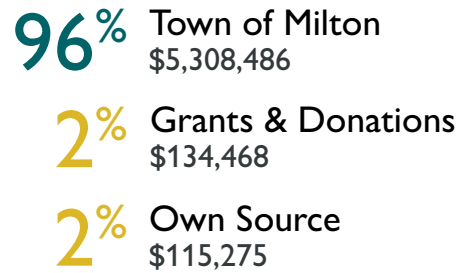
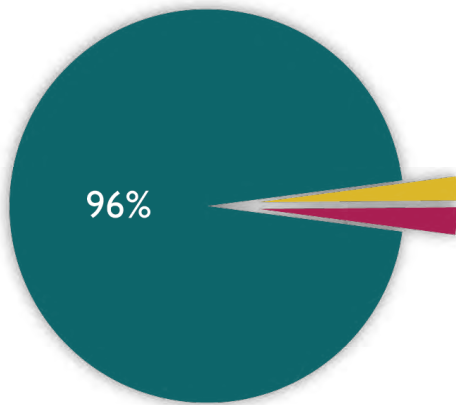
Despite our challenges, we have also achieved many notable accomplishments this year. We have partnered with community organizations to provide access to resources and services that would not be possible without their support. The prime examples are the Indigenous Garden, the Hand-me-Down initiative, and the Wikipedia in Residence project, all of which were only possible with Federal Government grants and support from our partners. In addition, we have also worked to promote equity and inclusion in our programming and services, recognizing that access to information is a fundamental right for all.

As we look ahead, we are excited about the countless opportunities available to us. We will continue to work with community partners to ensure that our library remains a hub of learning and innovation and that we remain responsive to the needs of our patrons. To accomplish this goal, we will begin the development of a new strategic plan for the library, which we expect to have ready by the end of the year. In preparation for this work, we plan to hold a Community Consultation to understand our community's changing needs and interests following the pandemic, while working with a strategic foresight consultant to envision what our future might look like. We look forward to talking with you more in 2023 about your vision for how we can best serve you and our community now and in the future.

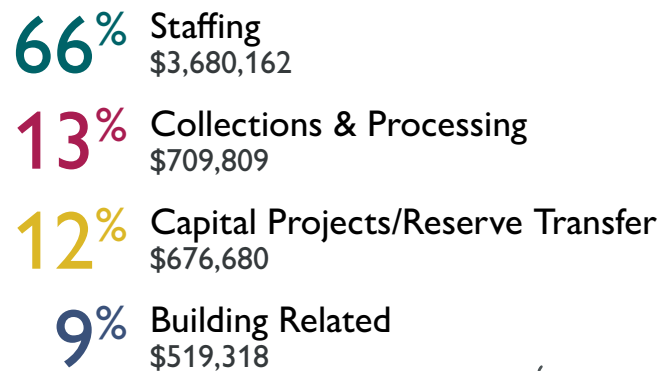
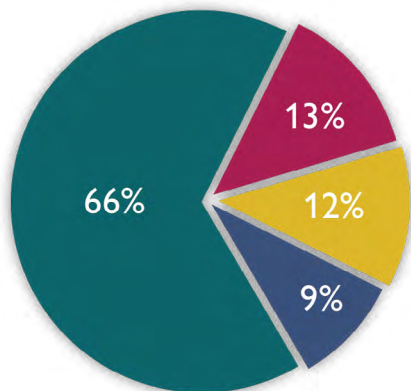
Lastly, we would like to take this opportunity to thank our board members, dedicated staff, and community partners who have worked tirelessly to make our library a success. And we would like to extend a special thank you to our patrons, who inspire us every day with their curiosity, passion for learning, and commitment to building a better Milton. We promise that MPL will continue to encompass its values to inspire by helping and empowering our community to Read. Learn. Create. Connect.

2022 Revenue & Expenses

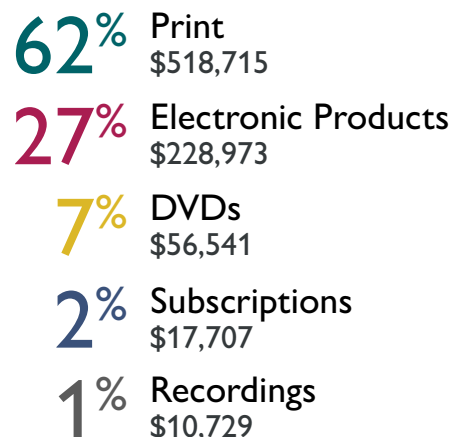
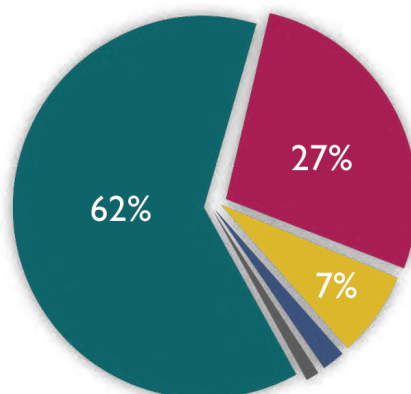
Where the money comes from



Where the money goes

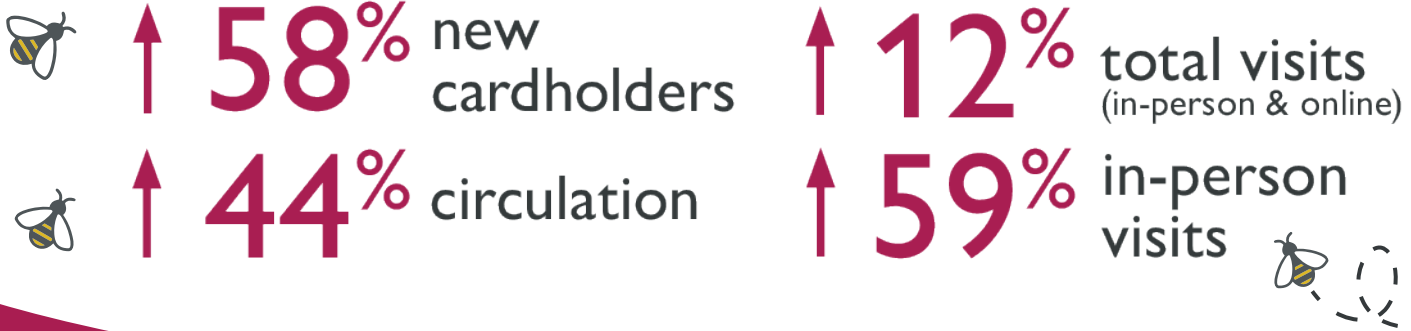


Collection expenditures



Year at a Glance

Refocusing was the objective of 2022 as Milton Public Library, and broader society, began to emerge out of the two unpredictable years of the pandemic. Library staff took on the challenge of refocusing our programs and services to meet the needs of the community by offering both virtual and in-person experiences. Our new Sherwood Branch exceeded attendance and circulation expectations after completing its first full year of service. MPL continues to be committed to engaging and meeting the needs of Milton residents in new and innovative ways, including delving deeper into emerging technologies and diverse programs.



Customer Experience

Milton Public Library continues towards its goal of delivering customer experience excellence, by ensuring that all patrons of MPL are treated in a consistent manner that contributes to a high level of user satisfaction. Our objective is in recognizing that patrons are the focus of the library's mission, and that MPL will be guided by an attitude of service. This attitude embodies every effort on the part of library staff to serve all patrons, in a consistent, fair, open, courteous, and efficient manner.

82% visitors rate their experience at MPL as **Very Happy or Happy**

↑ 53% customer interactions
(email, phone, chat and in-person)

*"Libraries are my second home!
I am so glad that Milton Public Library is welcoming
young members of my family and making them feel
that Library visits are the best outing. Thank you for
being a vital part of Milton!!"*

MPL Patron

*"Libraries are
awesome! Not sure what
I would have done without
the library when our daughter
was born. It was my safe place,
my go-to. It kept me sane
that's for sure."*

MPL Patron

Library
Services:
87%
Satisfaction Rate
Citizen Engagement Survey 2022,
conducted by the Town of Milton



You're braver than you believe,
stronger than you seem, and
smarter than you think.

Winnie the Pooh - A.A.Milne



You're mad, bonkers, completely
off your head. But I'll tell you a
secret. All the best people are.

Alice in Wonderland - Lewis Carroll

Enhanced Collections

Milton Public Library collections are constantly evolving to assist the community, offering everything from educational to entertainment services. MPL offers “Library of Things” — collections of nontraditional items that are available to borrow with your library card. The library has expanded outward to continue to develop and meet community needs. In addition to our more traditional offerings such as books, video games, DVDs, and movies, we also offer recreational items for the community to borrow, including gaming consoles, sensory kits, park passes and sports equipment.



Ukrainian Collection

Staff worked with the multilingual selectors to curate a small selection of adult and children materials in Ukrainian and, along with a collection of ESL guides explicitly tailored for speakers of Ukrainian, these have been added to the collection at the Main Library. Usage will be monitored, and if there is sufficient demand, more items will be purchased.



Decolonization of our Records

MPL continues to update the subject headings of Indigenous and other diverse collections in response to a more decisively inclusive service model.

New Gaming Consoles Available

MPL was excited to add gaming consoles to the collection for patrons to borrow. This year we saw an increase of **96%** in video game circulation.

Languages Spoken by our Patrons

Top five languages read at home other than English according to our patrons:

Urdu

French

Spanish

Arabic

Hindi

“Thank you for sharing your curated book collection MPL, giving all of us an opportunity to read, understand and reflect on the tragic history and ongoing legacy of residential schools.”

MPL Patron

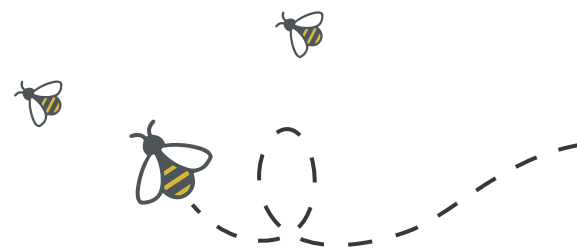
“We love the affirming books offered at the Library. I’ve been noticing more and more have a wait list, which makes me so happy.”

MPL Patron



Continuing to Inspire

2022 Notable Programs



Milton Public Library staff and partners offered over **800** innovative programs to Children, Adults and Youth in 2022 to inspire the community of Milton to Read. Learn. Create. Connect.

Notable programs included:

Hand-me-Down Project

MPL was the proud recipient of \$25,000 in federal funding under the 'New Horizons for Seniors Program' for projects that make a difference in the lives of seniors and their communities. MPL launched the program with the goal of sharing generational knowledge with the next generation. Programs offered included financial literacy, knitting, computer building, book binding, cooking, and culminating with the 101 Dewegun's Project in partnership with Grandmother's Voice.



Funded by the
Government
of Canada

Canada

"The Milton Public Library is a long-standing pillar within our community, and I am proud that they have received funding through the New Horizons for Seniors Program! With this funding, they will serve not only our growing senior population to stay active and socially connected but also continue to support the greater community by providing a safe and inclusive space for all to come."

STEAM Programs



ULC Summer STEAM Program

Each week, youth from the community conducted an experiment or activity that was designed to have them learn about and engage with a specific STEAM concept. The program was inclusive for neurodiverse tweens, and was designed in consultation with the Milton Teen community as well as the Halton Youth Disability Advisory Council.

Science Literacy Series

Throughout the summer of 2022, STEAM and science literacy programs were offered for various age ranges. In total, 20 programs were conducted under this theme, with **256** children attending. Topics included: Make Your Own Solar Oven, Science with Snapology Milton, Fairy Tale Science, and Scientists in School sessions.



Summer Reading Club

MPL's 3rd annual Summer Reading Club, using the Beanstack app, engaged over **930** pre-school and school-aged children to complete a combined **18,883** activities and earning **4,658** badges. In total the group read over **4,409** books for a combined **598,389** minutes of reading.

"I love that it challenged me to find the time to read despite having a busy summer and I found that I can read anywhere and everywhere! It's truly an amazing program."

MPL Patron

Read & Ride

In partnership with Milton Transit, MPL handed out over **800** stickers allowing children and youth up to age 16 to ride the Town's buses for free from June 25 to September 4.



Land Acknowledgement Smudge Ceremony

In partnership with NaWalka Geeshy Meegwun (Lyndon George – Anishnaabe Ojokwe) of Hamilton Community Legal Clinic, MPL held a special Land Acknowledgement Smudge Ceremony at the Main library. The ceremony began with a welcoming drum beat of truth and participants were invited to read, learn, create, and connect land acknowledgments to the journey of reconciliation. A smudge ceremony followed challenging participants towards community action.

Inclusive Programs

Diwali Story Time

Patrons listened to stories, made Diwali crafts and learned about the significance of Diwali and how it is celebrated.

Multilingual Story Time

MPL continues to offer virtual multilingual storytimes in the top five spoken languages within the Milton community. Staff recorded stories in French, Urdu, Punjabi, and Hindi.

Rick Hansen Foundation Program

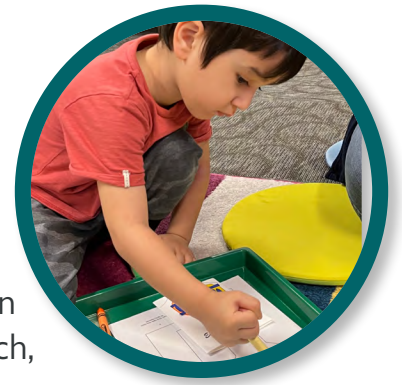
The “Everyone Everywhere” volunteer series was aimed at educating youth on ways to be inclusive to individuals with disabilities in their community.

Other notable programs included Chef Mary Berg; Urdu and Seniors bookclubs.

Rainbow Reads with Special Guests



MPL hosted a series of drop in Rainbow Reads storytimes during Pride month with special guests MP Adam van Koeverden and Fairy T. Children’s books from our Rainbow collection were featured during the storytimes held across branches.





Top row L to R: David A Robertson, Deborah Falaye, Meeta Kaur, Lawrence Hill, Ann Cleeves
 Middle row L to R: Mary Berg, Eva Stachniak, Mark Critch, Omar El Akkad
 Bottom row L to R: Ivan Coyote, Rick Westhead, Liselle Sambury, Clayton Thomas-Müller, Denise Davy, Jael Richardson

2022 Notable Author Visits

Black History Month Virtual Author Visit: Lawrence Hill

MPL co-hosted the event with Halton Catholic District School Board and the Canadian Caribbean Association of Halton. Lawrence Hill read a chapter from his new children's novel "Beatrice and Croc Harry," shared his writing process with the students, and answered their questions. Over **12,000** participants from 58 schools viewed the presentation making it the highest attended event offered by MPL.



Intellectual Freedom with David A. Robertson

Author David A. Robertson joined MPL virtually to discuss Intellectual Freedom and his experience of having his middle-grade fantasy novel, *The Great Bear*, challenged and almost removed from some school libraries this past year.

Other notable author visits included: Ivan Coyote, Meeta Kaur, Omar El Akkad, Denise Davy, Eva Stachniak, Liselle Sambury, Jael Richardson, Rick Westhead, Clayton Thomas-Müller and Deborah Falaye.

OBOM: Culminating Author Event

MPL presented the One Book, One Milton main author event hosted by CBC's Michael Serapio, who facilitated a humorous and engaging discussion with author Mark Critch about his book *Son of a Critch*. This virtual event was viewed by an audience of 296 people from across Canada and the United States.



*"What a coup to get Mark Critch! His books are so funny... plus interesting, tender and heartwarming as is his new show Son of a Critch on CBC.
#agreatCanadian"*

MPL Patron



Inclusion, Diversity, Equity, Accessibility and Anti-Racism

MPL continues along our IDEAA journey which has resulted in the following milestones in 2022:

- The development of our formal IDEAA strategy which includes 31 recommendations that will help MPL move towards Inclusion, Diversity, Equity, Accessibility and Anti-Racism.
- The hiring of our Chief Diversity Officer, who will work with the Leadership Team in the implementation of the recommendations.
- Adopted [12 Calls to Action](#) based on a report by the [Hamilton Community Legal Clinic](#)
- Implementing All Gender Washrooms and making available free menstrual products within all of our branch bathrooms.

Beaty Branch Indigenous Garden

The Indigenous Garden at Beaty Branch opened in the spring of 2022 with the support of a \$50,000 'Canada Healthy Communities Initiative' grant. The purpose of the garden is to inspire an inclusive, inviting and vibrant community space and to offer the public an opportunity to communally cultivate the garden. Throughout the summer, the Garden Ambassador Program ran 26 sessions, with over 100 teen volunteers, to maintain and learn about the garden, hear book talks and access new Indigenous collections.

MIINIKAAN
Innovation and Design



Funded by the
Government
of Canada

Canada



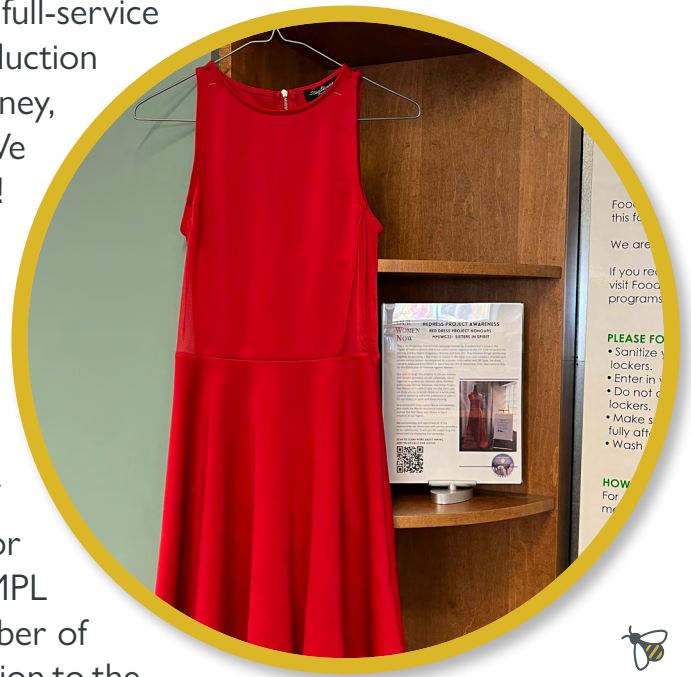
Collaboration and Partnerships

HumbleBee & Beaty Honey

MPL partnered once again with Humble Bee, a full-service apiary with a focus on sustainable urban honey production and education. The second annual batch of Beaty honey, from Beaty's own beehives, was offered for sale. We experienced record sales and sold out in just 3 weeks!

REDress Project

The REDress Project began in response to the missing and murdered Indigenous women across Canada. This art installation was created by artist Jaime Black and calls attention to the thousands of Indigenous women and girls who have disappeared or been murdered. Red dresses were installed at all MPL branches as a visual reminder of the staggering number of women who are no longer with us and to draw attention to the gendered and racialized nature of violent crimes against Indigenous women.



Red Scarf Project

MPL partnered with the AIDS Network to host MPL's first-ever Red Scarf Project in November. In honour of World AIDS Day, the community was encouraged to knit red scarves, mittens, and hats to donate to the AIDS Network for those in need and held knitting circles to support the initiative.

CCAH

MPL and the Canadian Caribbean Association of Halton (CCAH) continue to partner on community events, including Emancipation Day and Reading Corner author events, and in the fall of 2022 solidified a tutoring program in partnership with the Halton District School Board.

"Keep doing good work. LIBRARY is the most important part of my life & for my students."

MPL Patron



Food for Fines & Fill-a-Crib Campaign

MPL led another successful Food for Fines Campaign in October, collecting donations to support the Milton Community Resource Centre's Infant Food Bank. The campaign gathered non-perishable food items, baby formula and diapers to help Milton families in need, in exchange for the waiving of fines on overdue library materials. Throughout December, MPL branches were a drop-off point for donations during the Infant Food Bank's annual Fill-a-Crib campaign.

Food for Life Lockers

In partnership with Food for Life, MPL celebrated the launch of our Penguin Food Locker initiative. These refrigerated food lockers are an innovative, user-centered approach to addressing food insecurity in the community. For transitional youth, accessing existing food resources can be a significant barrier. Located at our Main branch, these lockers give youth access to fresh food beyond traditional hours.

Awards and Recognition

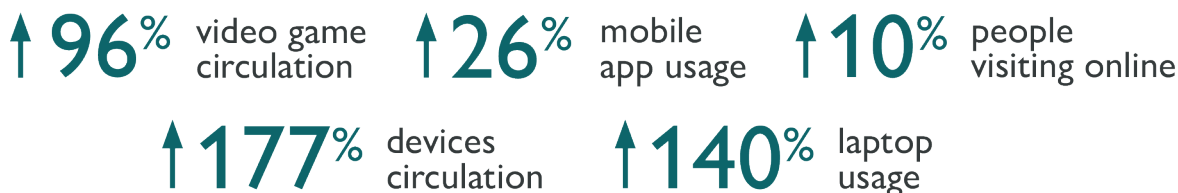
Milton Public Library was the recipient of the Milton Youth Champion of the Year Award in 2022 for exhibiting strong leadership skills and a drive to improve the community.





Technology and Innovation

Milton Public Library provides various services using modern and cutting-edge technologies and reaches our patrons through social networking and marketing platforms. We've extended access to digital information resources with increased bandwidth at the Beaty branch to offer seamless services to our patrons.



OverDrive

As part of MPL's ongoing efforts to continue to deliver customer service excellence, we made the switch to OverDrive as a provider of eBooks and audiobooks. OverDrive and its accompanying reading app Libby, is more user-friendly and functions better with a variety of devices, providing an overall better user experience for our patrons.

Milton Digital

MPL is using a state-of-the-art book scanner to digitize and preserve items from MPL's local history collection, which are then being made available online through Milton Digital. Digitizing local history records provides a new way to share our town's history. It allows the library to make fragile materials available without risking damage to the originals, make materials available to anyone anywhere in the world, and keep digital copies in case something happens to the originals.

Patron Point

In 2022, MPL launched a new marketing automation platform, Patron Point, to provide a more personalized approach to marketing and communications. This platform helps drive further awareness and engagement with our programs, services, resources and collections.

Young Canada Works Grant for Wikipedian in Residence

Milton Public Library became one of the first public libraries in Canada to hire a Wikipedian-in-residence in 2022, funded by the Young Canada Works Grant from the Government of Canada. Our Wikipedian-in-residence, Emily Carrasco, is working to develop the relationship between Wikipedia and MPL, while also conducting workshops for students, educators and staff.



Funded by the
Government
of Canada

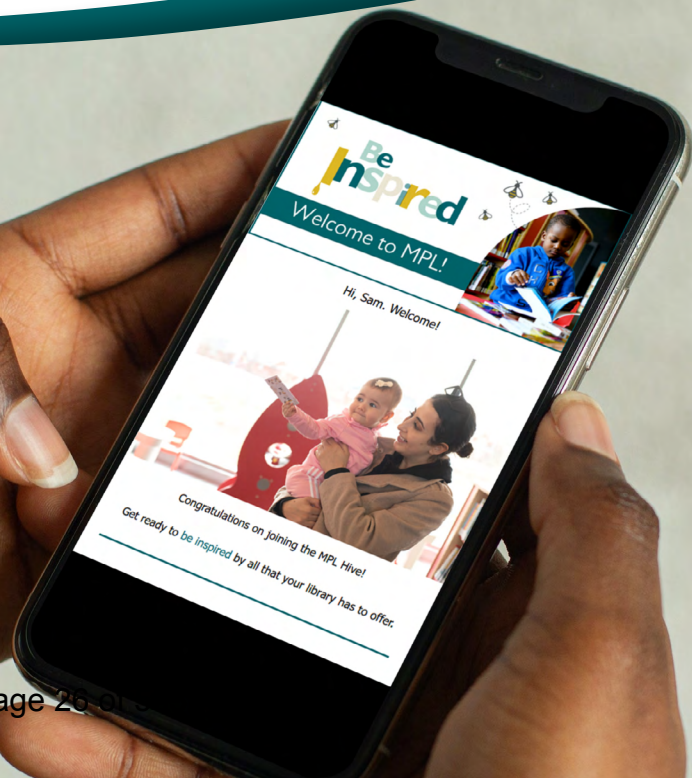
Canada

Web Communities Project

MPL has partnered with Archive-It to preserve born-digital records that represent life in Milton and make this information accessible for future use. In 2022, MPL preserved the online presence of candidates running in the provincial and municipal elections, various community organizations, and the library. By partnering with Archive-It to preserve these dynamic web materials, MPL is helping to ensure perpetual access to diverse, cultural, and historically relevant digital collections.

Office 365 + new phone system roll out

Innovation continued to be top of mind for MPL, both for our patrons as well as our employees. In 2022, we migrated from legacy outlook to office 365, which offers a plethora of streamlined collaboration features, whether employees are working on a project, sharing ideas, or accessing emails from anywhere. Similarly, our new VoIP-based phone system offers unified communication and further collaboration opportunities to the MPL's employees.



Looking Ahead

New Website

In 2023, MPL's website will be completely relaunched, focusing on improving the user experience.

Community Engagement

MPL plans to conduct a community consultation to review the community's needs concerning services, programming, alternate service delivery and Main Library expansion.

Laptop Kiosks & AWE Tablets for Children

In order to continue to offer outstanding services to our patrons, laptop lending kiosks and AWE tablets are coming to the Main Library. Stay tuned!

Recommends Service for Patrons

MPL is excited to launch a new reading recommendations service for patrons in 2023. Recommends will allow patrons to select categories that interest them and will send a monthly email with reading recommendations based on their preferences that links straight to our catalogue!





Top row L to R: Kanta Kapoor, Vito Montesano, Chris Dorscht, Indra Ramnath
Bottom row L to R: Amrit Gill, Furrukh Inayat, Ashley Directo

Management Team

Kanta Kapoor, Interim Chief Librarian (2023)

Chris Dorscht, Director, Customer Experience (Effective Sept 2022)

Vito Montesano, Director, Employee Experience

Amrit Gill, Manager, Sherwood (Effective Nov 2022)

Furrukh Inayat, Manager, Beaty (Effective Nov 2022)

Ashley Directo, Manager, Marketing & Communications

Indra Ramnath, Manager, Finance (Effective Apr 2023)

Board Members

2022 Board Members

Sarah Marshall, Chair
Margaret Warmels, Vice Chair
Omer Amin
Matthew Fabian
Councillor Sameera Ali
Councillor Kristina Tesser Derksen

2023 Board Members

Sana Malik, Chair
Sibyl Shen, Vice Chair
Councillor Colin Best
Councillor Sarah Marshall
Councillor Rick Malboeuf
Karen Wolnik
Ragy Sharkawy



Mission

MPL empowers the community to:
Read. Learn. Create. Connect.

Vision

To inspire through discovery,
collaboration, and creation.

Values

Intellectual Freedom. Inclusivity. Accessibility. Exceptional
Public Service. Lifelong Learning. Accountability.

Locations

Main

1010 Main Street East,
Milton, Ontario L9T 6H7

Sherwood

6355 Main Street West,
Milton, Ontario L9T 2Y1

Beaty

945 Fourth Line,
Milton, Ontario L9T 6P8



www.beinspired.ca
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The Corporation of the Town of Milton

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: July 17, 2023

Report No: DS-037-23

Subject: Regional Ontario Street Property Master Plan

Recommendation: **THAT Council endorse the Regional Ontario Street Property Development Plan inclusive of the Property's Master Plan, attached as Appendix 1 to Report DS-037-23.**

EXECUTIVE SUMMARY

- The Region of Halton has submitted the Regional Ontario Street Property Development Plan, May 2023) for endorsement by Council.
- Staff is satisfied that the Regional Ontario Street Property Development Plan (Allendale Campus), inclusive of the Property's Master Plan, attached as Appendix 1, conforms to the Town of Milton's policies and is consistent with the land use policies established in the local Official Plan. Therefore, staff recommends endorsement of the Regional Ontario Street Property Development Plan and Master Plan as presented through this report.

REPORT

Background

Location

The Regional Ontario Street Property (the subject lands), referred as the Allendale Campus, is located within the Central Business District and Urban Growth Centre/Major Transit Station Area in the Town of Milton. The site has an area of approximately 20 acres (8 hectares). The property is municipally known as 185 Ontario Street South.

The subject lands are located on the east side of Ontario Street, south of Childs Drive, across from the Milton Mall, and in close proximity to the Milton GO Train Station. East and west of the site are existing residential uses. Directly south of the site are the EC Drury and Gary Allan school properties. The location of the property is illustrated in Figure 1 attached to this report.

There are a variety of public and community uses currently located on the site including:

Background

- Halton Region Police Service
- Halton Region Emergency Medical Services
- Milton Seniors Activity Centre
- Martin House Seniors Residence
- Allendale Long-Term Care Home
- Halton Women's Place; and
- a Community Garden

Policy Framework

Town of Milton Official Plan

The subject lands are located within the Urban Growth Centre/Major Transit Station Area, and are designated as "Urban Growth Centre Mixed Use Sub-Area" on Schedule C - Central Business District Land Use Plan and as a "Development Block" on Schedule C.7.D.CBD - Central Business District Secondary Plan Development Blocks in the local Official Plan. The maximum height permitted on the site is 8 storeys with a density of 2.0 - 4.0 FSI.

Policy 3.5.3.28 of the local Official Plan requires proponents for major development blocks, such as the Allendale Campus, to submit a comprehensive development plan to Council for endorsement prior to the submission of a development application, which shall include among other requirements, a detailed overall concept plan and phasing strategy, conceptual building massing, the location of access points and pedestrian network, public realm treatment, and a Functional Servicing Report.

The comprehensive development plan must demonstrate how the proposal is consistent with the Official Plan's MTSA policies, specifically, how the development responds to the guiding principles and recommendations of the Milton Mobility Hub Study and the Urban Design Guidelines, and how the ultimate build-out of the development block will achieve required densities.

Section 3.5.3.22 of the Official Plan provides direction for development on lands designated Urban Growth Centre Mixed Use Sub-Area. As noted in the section, in addition to the uses permitted within the Central Business District land use designation, higher density residential and employment uses, major office, retail, hotels and convention centres and appropriate major institutional uses, may be permitted.

The same section states that all permitted uses within the Urban Growth Centre Mixed Use Sub-Area shall contribute to achieving the overall minimum development density target for the UGC of 200 residents and jobs combined per hectare, subject to the availability of appropriate infrastructure.

The Master Plan

The Regional Ontario Street Property Development Plan and Master Plan have been prepared to provide the vision and a road map for future development of the property,

Background

which incorporates the existing public uses with the potential for expanded public uses into the future.

Foundations and Principles

The Allendale Campus is envisioned to become a complete, transit-supportive, pedestrian-oriented, mixed-use community that is compact, vibrant and complements the character of the downtown through a long-term strategy that respects its existing uses and is sensitive to its surrounding character.

The long-term vision for this site incorporates significant intensification as envisioned in the Growth Plan and Local Official Plan. To support this, several foundations and principles were established to guide the development of the Master Plan:

- a mix of uses;
- intensification;
- streets and blocks;
- street network and active transportation;
- high quality urban design; transitions; and
- active street fronts.

Urban design principles were also incorporated into the development concept for this property. Some of the key urban design principles that guided the Master Plan included:

- density, diversity and mixed uses
- pedestrian oriented and transit supportive
- place making

Development Concept

The development concept responds to the guiding principles of the Milton Mobility Hub Study as follows:

- Provides for a mix of uses and greater range of housing types and densities, including new affordable housing;
- Provides a realistic and achievable plan for growth by providing opportunities to meet growth targets within Milton's Urban Growth Centre;
- Provides intensification at an appropriate scale and form;
- Provides for balanced, safe and efficient mobility;
- Provides for a walkable and inviting public realm; and
- Supports design excellence.

The concept will provide for a mix of uses to be established in a more intense design than is currently existing on the property. Each of the proposed buildings will incorporate a podium that may be used for a combination of commercial, retail, institutional or community uses. The upper levels may include a combination of market, rental and/or community housing.

Background

The highest densities are proposed along the sides of the proposed north south street corridor, where a concentration of commercial/retail uses would be encouraged.

The proposed green space system and parks will provide opportunities for future residents of this area and the surrounding community. A linear central park defines the core area of the neighbourhood with street frontage along the south limit and building frontage along the north limit. In addition, an urban park anchors the corner at Ontario Street and Childs Drive.

A pedestrian system including trails, sidewalks and privately owned public space (POPS) will integrate and connect the property to the adjacent community.

Implementation

The Master Plan envisions that the Allendale Campus will be redeveloped over time towards a compact, mixed-use, complete community and will need to be phased in a logical manner.

The Implementation Plan proposes a phasing of development that takes into consideration existing leases, building locations, condition of existing buildings, infrastructure and services, and market conditions, and the protection of existing uses:

Phase 1: Development of the northwest quadrant of the site (5 -10 years)

Phase 2: Development of the northeast quadrant of the site (10 -15 years)

Phase 3: Development of the southwest quadrant of the site (15 - 20+ years)

Phase 4: Development of the southeast quadrant of the site (20+ years)

Discussion

The Master Plan for the Allendale Campus provides efficient use for the site that satisfies key community planning objectives and will provide community services in support of achieving a complete community.

The development concept responds to the guiding principles of the Milton Mobility Hub Study and Urban Design Guidelines. It provides a mix of uses and greater density of housing types and densities, provides an achievable plan for its growth and development, contributing to achieving growth targets within the Urban Growth Centre, and addresses intensification at an appropriate scale and form, responding to the built form directions established in the local Official Plan. In addition, the development concept provides for a walkable and inviting public realm, enhances the trail system and ensures connectivity with the surrounding area.

The requirement of a detailed Functional Servicing Report, described in Section 3.5.3.28 of the local Official Plan has been deferred to the Planning Act application stage.

Discussion

Conclusion

Planning staff is of the opinion that the proposed Regional Ontario Street Property Master Plan and Development Plan meet the intent of, and is consistent with, the overall direction of the local Official Plan and policies set-out. On the basis of the foregoing, staff recommend that the Regional Ontario Street Property Development Plan, inclusive of the Property's Master Plan, attached as Appendix 1, be endorsed by Council.

The endorsement of the Master Plan and Development Plan will facilitate the future development of the Allendale Campus and allow the applicant to move forward with development applications for a range of residential and non-residential uses, new parks and a comprehensive road network, informed by the local policies and design guidelines.

Financial Impact

The Town's current Development Charge (DC) By-law provides for an exemption where the land is owned and used for the purposes of the Region of Halton. As such, it is expected that the Town will be required to fund the value of the DC exemptions provided to the Allendale Campus over the buildout period of 20+ years. The value of these exemptions will be calculated as each phase proceeds based on details related to the size and use of each new building, along with any associated demolition credits. These exemption amounts, as well as any adjustments that are required in the services provided by the Town, will be reflected in future budget processes.

Respectfully submitted,

Jill Hogan, MCIP RPP
Commissioner, Development Services

For questions, please contact:

Hugo Rincon	Phone: Ext. 2307
Senior Planner, Policy	

Attachments

Figure 1 – Location Map

Appendix A – Regional Ontario Street Property Development Plan and Master Plan

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer



Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

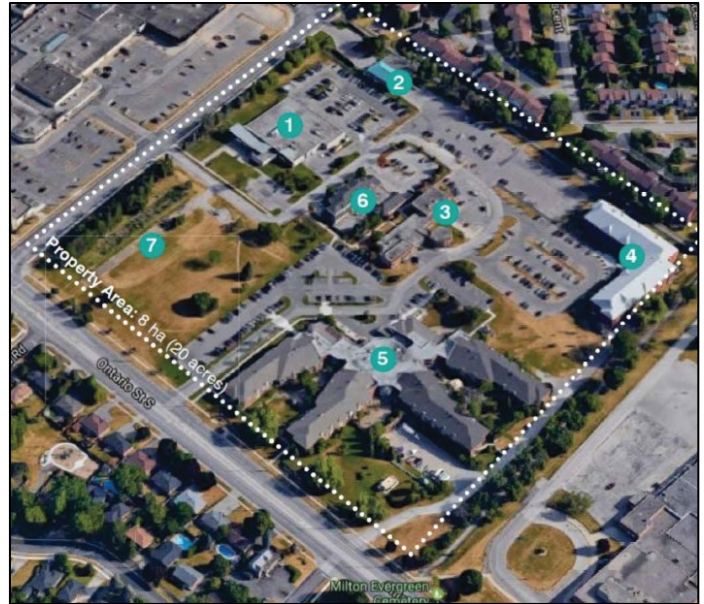
REGIONAL ONTARIO STREET PROPERTY Development Plan

May 2023

1.0 Introduction

The Regional Ontario Street Property, also referred to as the Allendale Campus, is located on the southeast corner of Ontario Street South and Childs Drive in the Town of Milton's Mobility Hub. The property is approximately 20 acres (8 hectares) and is mostly developed with existing uses including:

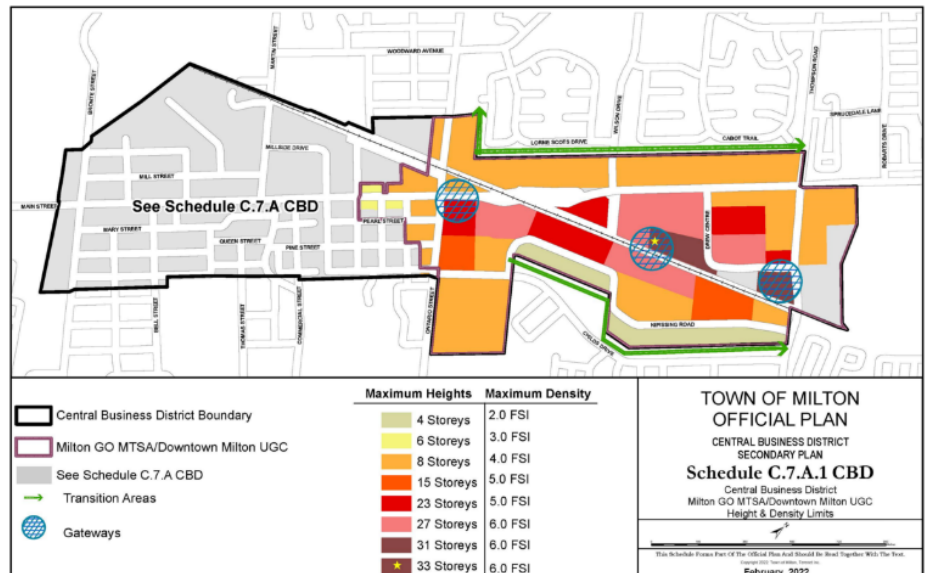
1. Halton Region Police Service
2. Halton Region Emergency Medical Services
3. Milton Seniors Activity Centre
4. Martin House Seniors Residence
5. Allendale Long-Term Care Home
6. Halton Women's Place



Policy Framework - Town of Milton Official Plan

The subject site is located within the Milton Mobility Hub (OPA 70) and is designated as “Urban Growth Centre Mixed Use Sub-Area” on Schedule C – Central Business District Land Use Plan in the Milton Official Plan. The maximum height permitted on the site is 8 storeys with a density of 2.0 FSI – 4.0 FSI.

Policy 3.5.3.29 of the Plan requires proponents for major development blocks, such as the Allendale Campus, to submit a comprehensive development plan to Council for endorsement prior to the submission of a development application.



The comprehensive development plan must demonstrate how the proposal is consistent with the Official Plan policies of the MTSA, specifically, how the development responds to the guiding principles and recommendations of the Milton Mobility Hub Study and the Urban Design Guidelines, and how the ultimate build-out of the development block will achieve required densities. The following sections of this report provide information to satisfy the policy requirements of a comprehensive development plan.

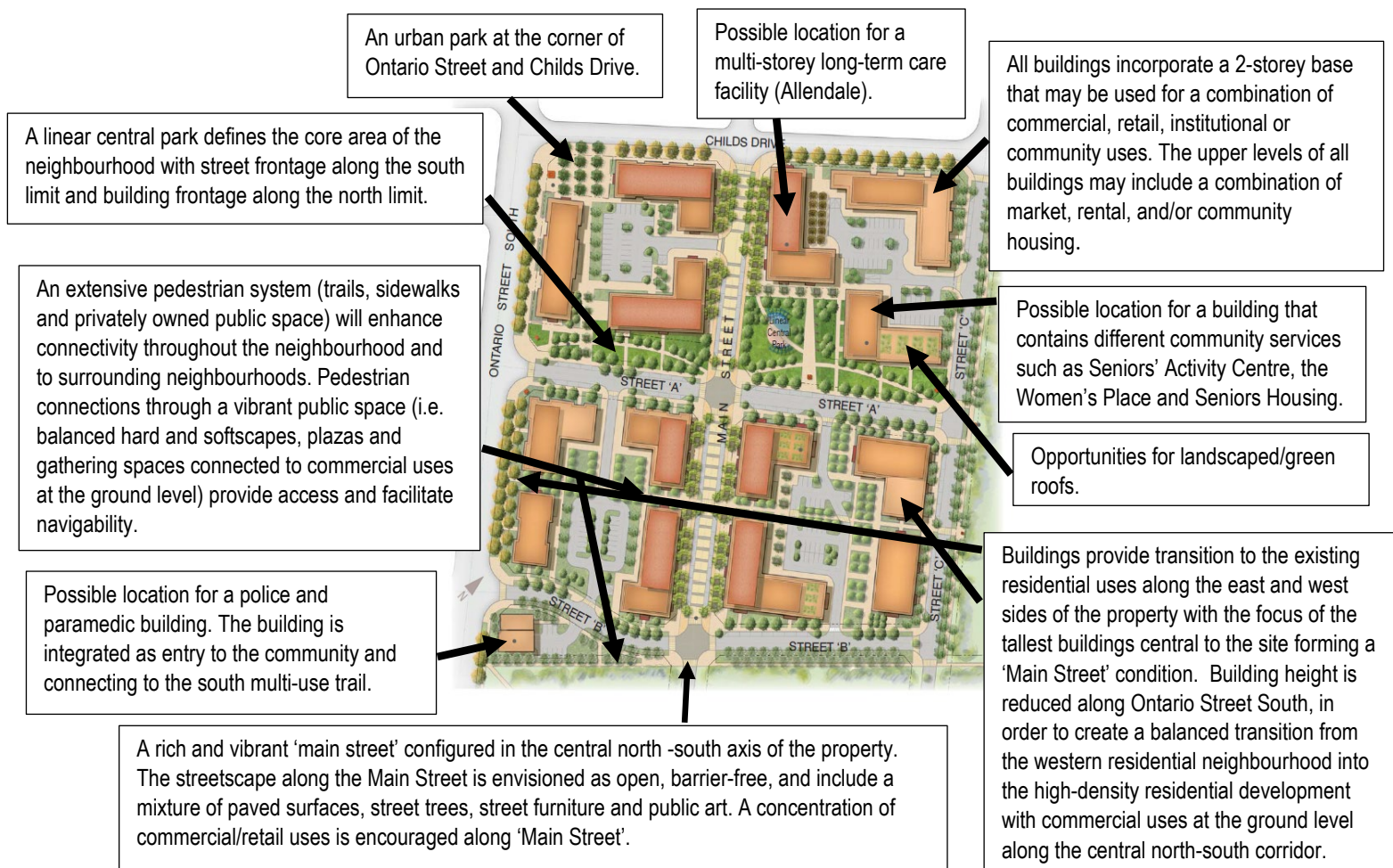
2.0 The Regional Ontario Street Property Master Plan

The Master Plan for the Allendale Campus was a Regional initiative to explore the comprehensive redevelopment potential of the Allendale Campus through intensification opportunities and to determine appropriate land use for the long-range planning framework and its built context. The Master Plan was developed through an open and collaborative process involving an extensive community consultation program over the course of 2016 and 2017. The Master Plan was premised on three key principles, being:

- Density, diversity, and mixed-use development;
- Pedestrian-oriented and transit-supportive development; and
- Place-making.

The Master Plan envisions that the Allendale Campus will be redeveloped over time towards a compact, mixed-use, complete community. It was designed to accommodate a range of residential and non-residential uses, new parks and a comprehensive road network. Figure 1 - Preferred Concept, summarizes the core elements from the Master Plan (refer to Appendix A for a copy of the 2017 Master Plan document).

FIGURE 1: **PREFERRED CONCEPT**



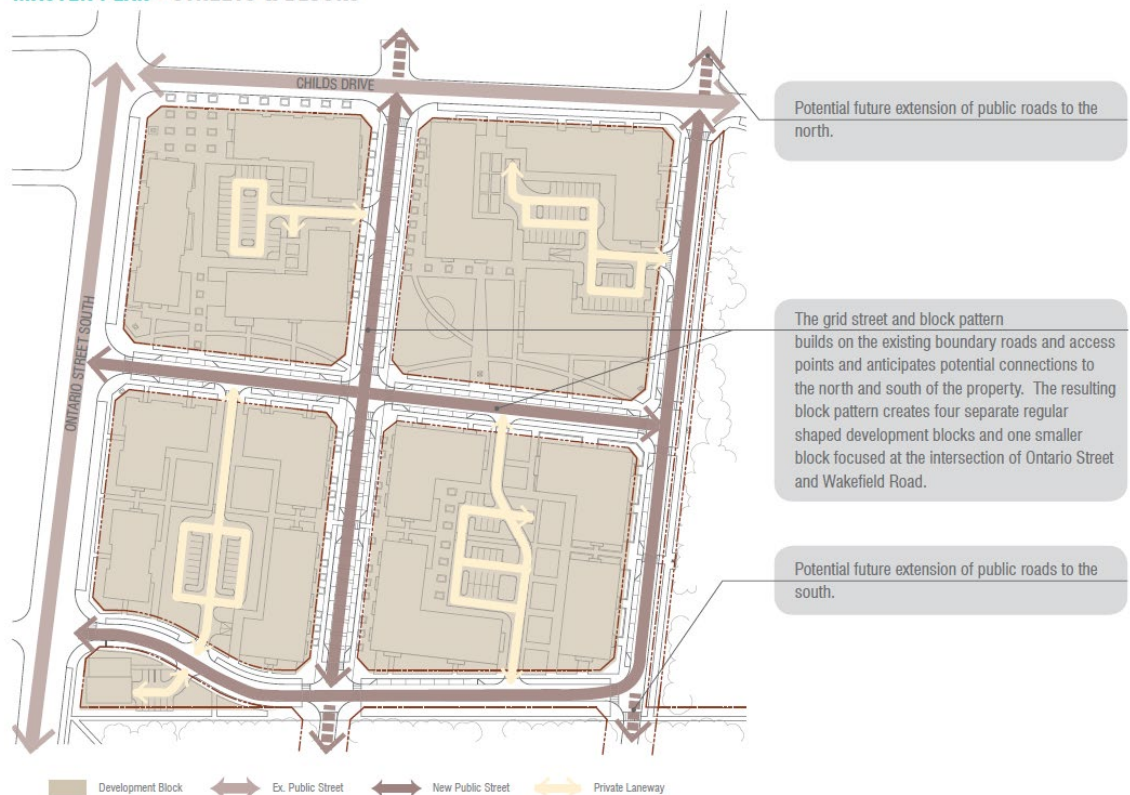
3.0 Transportation and Servicing Considerations

Transportation

The Master Plan is premised on reducing car dependent as a key objective and imperative to the creation of a sustainable and complete community. Development of the Allendale Campus, with its proximity to the Milton GO station and its central location within the Milton UCG/MTSA, will encourage and support alternative modes of transportation, including active transportation, transit and ride sharing opportunities.

When completed, the Allendale Campus will be accessible by two new east-west public roads connecting to Ontario Street and two new north-south public roads connecting to Childs Drive. The resulting block pattern includes four separate quadrants and one small block focused at the intersection of Ontario Street and Wakefield Road (as illustrated in Figure 2 below).

FIGURE 2: MASTER PLAN - STREETS & BLOCKS



Connectivity

The Allendale Campus will have a grid system of roads which is integrated with the adjacent road network. There are two internal roads that connect to the existing entrance to the Milton Mall and to Nipissing Road north of Childs Drive. Provision is also given for the potential extension and connection of these two roads in the south, if and when, the lands are redeveloped. East-west connectivity is provided with two east-west roads, with one running mid-block in the site and the other running at the southern boundary of the site.

The proposed road network provides improved connectivity for transit users, cyclists, and pedestrians through additional connection points to the existing system.

Accessibility

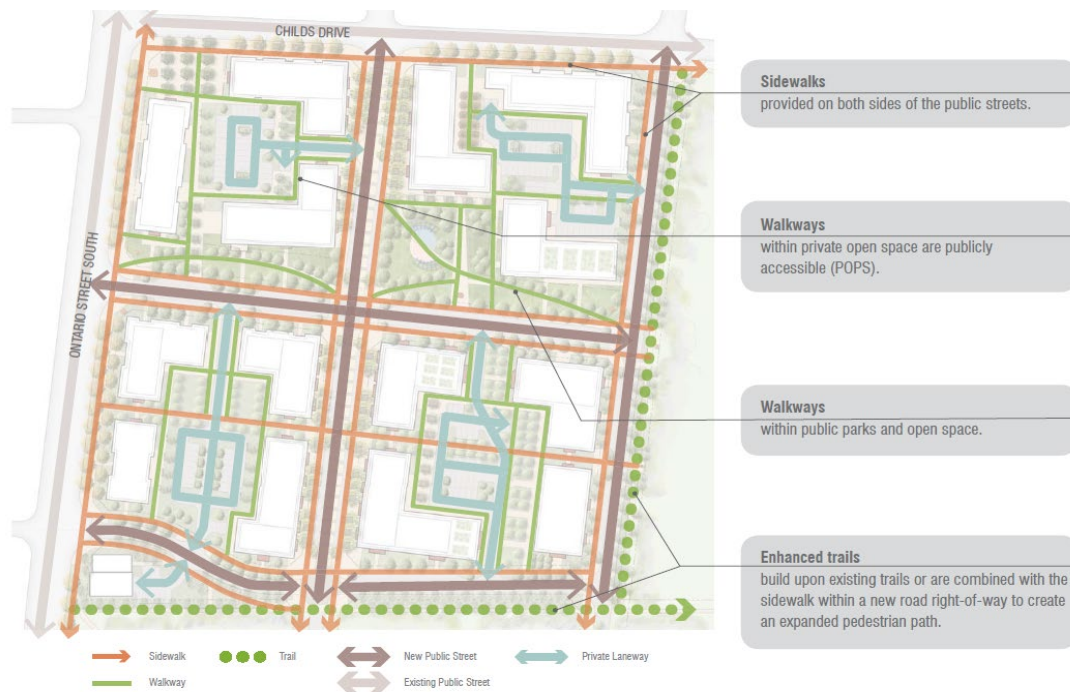
Access to the site is optimized through the provision of four possible access points. These four access points provide a more direct access to the individual land uses within the site without requiring unnecessary travel through the site or through parking lots. The additional access points also facilitates access to the existing public transit network. With the integrated grid system, cyclists and pedestrians can also access the neighborhood cycling and walking routes at more than one location from within the site.

Circulation

The proposed grid system within the site will facilitate internal vehicular, pedestrian and cyclist movements. The internal road system provides direct access to each of the proposed building locations and removes the need to meander through parking lots. The grid system also provides future opportunities for public transit to be integrated into the site. Existing bus routes could be routed through the site as there is an actual street system for it to traverse.

The evolution of the transportation network will occur over time as improved connections to adjacent areas are realized, and future Phases for the Campus move forward. This transformation will include the introduction road expansion of local roads implementing a complete streets approach, and introducing a fine grain road network (as illustrated in Figure 3 – Circulation).

FIGURE 3: MASTER PLAN - CIRCULATION



Servicing

From a servicing and infrastructure perspective, an examination of the existing servicing infrastructure by the Region around the Allendale Campus indicates that there is existing sanitary, storm, and water infrastructure present along Ontario Street and Childs Drive rights-of-way.

A downstream capacity analysis will be required to confirm that the existing sanitary sewer systems currently serving the site will have the capacity to convey the flows from the proposed development. A water servicing analysis and stormwater management analysis will also be required to ensure the system has the capacity to provide adequate flows to proposed development and to determine the quality, erosion, quantity, and water balance control requirements to treat runoff.

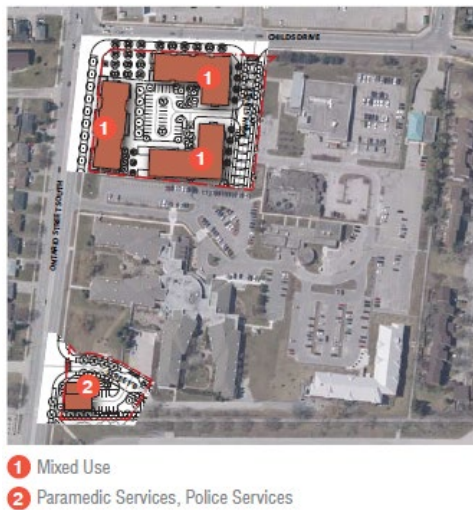
It is noted that the servicing capacity is allocated on a first-come first-served basis following the planning approvals process. Available servicing capacity will be reviewed again once a formal application under the *Planning Act* is made.

4.0 Master Plan Implementation and Phasing

The implementation of the Master Plan will occur over decades and will need to be phased in a logical manner. This will include determining the order in which blocks will be developed and will include the orderly sequencing and implementation of the new transportation network and servicing upgrades. The development of Allendale must be phased in an orderly fashion with attention paid to mitigating disruption to existing users of the site.

The Master Plan has identified a preliminary phasing approach based on several considerations including the timelines of existing leases, building locations, condition of existing buildings, infrastructure and services, and market conditions. The following phasing scenarios provides a conceptual illustration of how the property could be developed over time.

PHASE 1 (5-10 YEARS)



To implement Phase 1, the community gardens would need to be relocated/accommodated to another location (this will require coordination with the town of Milton), to allow for the development of mixed-use buildings.

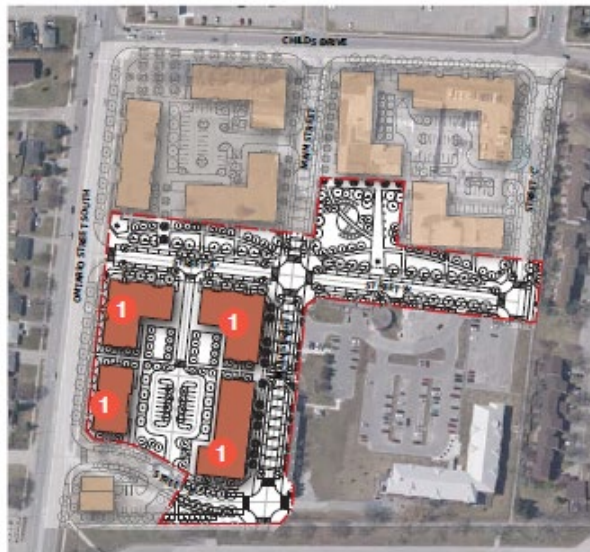
A new building would be constructed in the southwest corner of the site to accommodate both Paramedic and Police Services. In this location, there is also the potential to implement a signalized intersection and/or a controlled access for the Paramedic/Police Services.

With the relocation of the Paramedic/Police Service to the southwest corner of the site, the northeast quadrant may be developed. This would include the construction of a new building to potentially replace the Allendale Long Term Care Facility (#2), and two mixed use buildings. A new building (#3) could provide space for the Seniors Activity Centre, the Women's Place and potentially, community/seniors housing on upper floors. The building facing Main Street (#1) could contain retail/commercial uses at grade and residential on the upper floors. A portion of Street 'C' would be completed to allow access to Childs Drive and to surface and underground parking. This includes the construction of the north portion of the trail adjacent to the Street.

PHASE 2 (10-15 YEARS)



PHASE 3 (15-20+ YEARS)



1 Mixed Use

With the relocation of the Allendale Long Term Care Facility, the Senior's Activity Centre and Women's Place, the southwest quadrant may be developed. This would include the completion of Street 'A', allowing pedestrian and vehicular connectivity to Ontario Street and Childs Drive, the linear central park and four mixed-use buildings.

The four mixed-use buildings vary in height and depending on the market conditions at the time, may be developed at the same time or at different times.

The southwest quadrant of the site is envisioned to be developed last as Martin House is a relatively new building. With this phase of development, the existing seniors housing would need to be relocated to within another building on the site (constructed in an earlier phase), or be replaced within this quadrant as Phase 4A. In this scenario, Phase 4B would then include the completion of the tree remaining buildings, and again, depending on the market condition at the time, these buildings may be developed at the same time or separately.

PHASE 4 (20+ YEARS)



1 Mixed Use
2 Residential Use

5.0 Planning and Urban Design Evaluation

The vision for the Allendale Campus represents a coalescence of the existing policy context and the Milton Mobility Hub Study and Urban Design Guidelines. Being located within the Town's Urban Growth Centre, it is essential that development on these lands provides a compact, walkable form of development that includes mixed uses and higher density built forms while being well designed and supporting the broader objectives of the Milton Mobility Hub Study.

The Allendale Campus is envisioned to become a complete, transit-supportive, pedestrian-oriented, mixed-use community that is compact, vibrant and complements the character of the urban downtown through a long-term strategy that respects its existing uses and is sensitive to its surrounding character. More specifically, the development concept responds to the guiding principles of the Milton Mobility Hub Study and Urban Design Guidelines as follows:

- Provides for a **mix of uses** and greater range of housing types and densities, including new affordable seniors housing by:
 - Providing for higher density housing in areas well served by transit;
 - Contributing to a broad range of housing mix in Milton, including alternative seniors housing types to help diversify the lower scale existing housing stock;
 - Supporting provincial, regional, and local initiatives to provide for more affordable housing;
 - Supporting a balanced mix of market and affordable housing in a growing area;
 - Locating mixed uses in the ground floor of buildings.
- Provides a **realistic and achievable plan for growth** by providing opportunities to meet growth targets within Milton's Urban Growth Centre by:
 - Assisting the Town in achieving the minimum density requirement of 200 persons and jobs per hectare within the Downtown Milton MTSA/UGC;
 - Supporting the Town's minimum required intensification target of 50%;
 - Providing for height and density that is consistent with OPA 70;
 - Being consistent with the emerging planned context within the Urban Growth Centre and MTSA.
- Providing **intensification at an appropriate scale and form** by:
 - Providing a transition upwards to an ultimate height and density peak towards Ontario and Main Street;
 - Balancing compatibility with lower scale residential development to the east of Ontario Street while achieving higher densities that are required for the Downtown Milton MTSA/UGC;
 - Providing active community uses at grade to create vibrant street and to support the surrounding community;
 - Providing a block layout that creates a strong street presence and urban edge while providing meaningful separation between each building and maintaining the distribution of density across the site;

- Providing a streetwall height that is comfortable from a pedestrian scale (respecting the scale and proportion of adjacent streets and context of the area);
- Appropriately locating parking in a below grade structure.
- Supports **design excellence** through contextually appropriate development by:
 - Implementing planning and design initiatives that promote green innovation and sustainability;
 - Creating high quality built form and landscapes;
 - The orientation of primary entrance and facades along street frontages;
 - Focusing active ground floor uses along the Main Street and along street frontages.
- Providing for **balanced, safe and efficient mobility** by:
 - The development of a fine grain road network that will provide for a more pedestrian and transit supportive community;
 - Developing new complete streets that will support walking and cycling modes;
 - Providing compact built forms and densities that will support existing bus transit along Ontario Street and new higher frequency GO Train service;
 - Supporting the eventual buildout of the grid street and block pattern to enable more efficient traffic circulation and flow throughout the site;
 - Locating future transit stops in consideration of other active ground floor uses, parks and open space.
- Providing for a **walkable and inviting public realm** by:
 - Enhancing the trail system throughout the site;
 - Combining hard and soft landscape features to create an animated pedestrian zone that also supports the mix of uses located along the ground floor of buildings along Main Street;
 - The development of new parks, open spaces and trails that will contribute to a broader parks system within the Allendale Campus and Downtown Milton more generally.
- Providing **strong visual and physical connectivity** by:
 - Providing landscaped areas through private development blocks that enhance connectivity and provide options for pedestrian movement throughout the site;
 - Creating a linked network of public parks and open spaces;
 - Creating parks as focal points and gathering areas;
 - Creating local destinations that attract a critical mass of uses and activities.

Development Guidelines have also been prepared for the Phase 1 lands which articulate key design principles concerning site layout, built form, open spaces, and programming that are in line with the Principles of the Milton Mobility Hub Study and Urban Design Guidelines. These guidelines are intended to guide development of both Phase 1 and subsequent phases of Allendale. They are attached in Appendix B – Development Guidelines.

Development Statistics

The design concept for the Allendale Master Plan provides for a mix of uses to be established in a more intense design than is currently on the property while allowing for the flexibility of uses to remain. Each of the proposed buildings incorporates a 2-storey base that may be used for a combination of commercial, retail, institutional or community uses. The upper levels may include a combination of market, rental and/or community housing. The implementation of the Master Plan will occur over 20+ years and will be phased in a logical manner.

The Master Plan proposes a total GFA of approximately 1,665,355 sq. ft. (154,714 sq. m.) for an overall density of 2.64 FSI (across the site as a whole), which is within the required 2.0 – 4.0 FSI density range as identified on Schedule C.7.A.1 – CBD of the Town of Milton Official Plan.

Detailed development statistics for the Phase 1 lands is provided on page 12.

Allendale Campus		
Building	Height Storeys	GFA (sq. ft)
1	8	178,239
2	8	153,278
3	8	144,818
4	12	159,952
5	10	103,764
6	10	92,354
7	8	63,507
8	12	146,389
9	8	68,243
10	8	109,146
11	12	130,889
12	12	161,674
13	6	67,382
14	6	75,563
15	2	10,118
TOTAL GFA		1,665,315
FSI		2.64



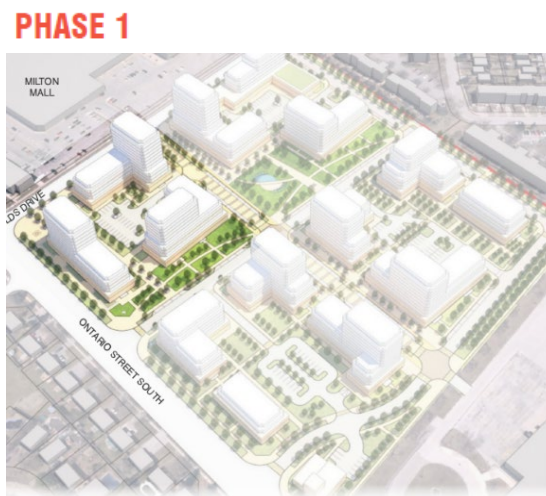
6.0 Phase 1 Lands – Preliminary Development Concept

The Phase 1 lands represent the initial phase of development as part of Halton Region’s multi-phase redevelopment vision for the Allendale Campus. The Phase 1 lands form mostly the vacant northwest quadrant of the Campus (approximately 3.7 acres in size).

The Preferred Concept from the Master Plan process envisioned three new buildings located within Phase 1. Each of the buildings are serviced by a central parking area that is accessed from the Main Street.

Elements that are specific to Phase 1 include:

- Heights of 8 – 12 storeys, with the greatest heights being oriented towards the central Main Street, transitioning down to the west towards Ontario Street.
- An urban park at the prominent corner of Ontario Street and Childs Drive.
- A linear central part immediately north of Street ‘A’.
- Providing a potential Senior’s Activity Centre at grade.
- A grid street and block pattern for the Allendale Campus to enable efficient traffic circulation and flow throughout the site that builds on and connects to the existing boundary roads that frame the Allendale Campus (Ontario Street and Childs Drive).



The development Concept has been prepared to illustrate how the redevelopment of the site could occur. It differs slightly from the Master Plan, primarily by not exceeding a height of 8 storeys. The Concept features one building which is envisioned as being the HCHC seniors’ rental building (Building 1) and two additional buildings which for the purposes of testing are assumed to be market buildings (Building 2 and 3). The development statistics are as follows:

	Building 1 (Assisted)	Building 2 (Market)	Building 3 (Market)	Total
Height	8 storeys	8 storeys	8 storeys	
Residential GFA	158,250 sq. ft.	153,277 sq. ft.	144,822 sq. ft.	256,409 sq. ft.
Non-Res GFA	20,000 sq. ft.	0 sq. ft.	0 sq. ft.	20,000 sq. ft.
TOTAL GFA	178,250 sq. ft.	153,277 sq. ft.	144,822 sq. ft.	476,409 sq. ft.
FSI	4.3	4.2	3.8	2.66
Units	228	142	135	505

Height and Density

The development concept proposed a total GFA of approximately 476,000 sq. ft. for an overall site-wide density of 2.66 FSI. The development concept consists of three 8-storey buildings, with one building oriented along the Ontario Street frontage (the proposed Halton Community Housing Corporation (HCHC) building), the second along Childs Drive frontage, and the third located on the interior off the site along the southeast corner of the property.

Land Use Mix

At this time, it is anticipated that the HCHC seniors building (Building 1 fronting Ontario Street) will contain 228 one-bedroom units averaging 575 sq. ft. while the remaining two buildings (Building 2 and 3) will each contain approximately 142 and 135 units with an average size of 645 sq. ft. The total unit count for the entire site is anticipated to be approximately 505 units.

The Development concept proposes active at-grade uses in the form of a “seniors hub” to support the emergence of a mixed-use corridor along Ontario Street. This will support a more pedestrianized character along Ontario Street and will further serve residents on site and within the emerging context. Subject to market conditions, and/or the seniors hub business plan it is also possible that at-grade spaces in Buildings 2 and 3 could comprise a mix of non-residential/commercial spaces.

Parking

The development concept includes a total of 803 parking spaces at a ratio of 1 stall per unit for residential units, 0.25 stalls per unit for visitor parking and 1 stall per 430 sq. ft. of non-residential space for the seniors’ hub. This parking will be located mostly below grade in a three to four level underground parking structure with some surface parking allocated for visitor/non-residential uses being located at the surface.

New Public Roads

A network of new streets is proposed to facilitate movement through the new community and provide access for new development. The resulting block structure relates to those of the adjacent neighbourhoods to the west and north. Blocks will be further permeated with a network of pedestrian connections comprised of formalized pathways and shared linkages to be determined through detailed design.

Following the development of these initial blocks, a new road will be required to extend south to provide access to Building 3. We have assumed a road width of 24 metres, which is typical for a Town of Milton local road standard. The access has been aligned with the existing access to Milton Mall immediately north allowing for potential signalization, if required and determined to be necessary by a transportation consultant.

Within the site, circulation will be provided through a central ring road that provides ingress and egress to the development and access to the underground parking. The development concept allows for the implementation of Building 1 and 2 first, with road access from Childs Drive without the immediate need for a new public road. Access could be provided by a driveway to the site.

Future phases in the Allendale Campus will require the extension of the public road network to the south and to the east and west. This will allow for the orderly development of future phases, but also implement the road network envisioned by the 2017 Master Plan. A second access to the site is planned for a later date as part of a future phase that will implement a new east-west road from Ontario Street that runs east along the southern property line and connects with the original access from the new road along Childs Drive.

Servicing

Regional staff prepared a preliminary servicing capacity analysis in support of the Phase 1 development which demonstrates that there is sufficient sanitary, storm, and water services to support the development of the Phase 1 lands without upgrades to existing infrastructure. This analysis was conducted based upon the maximum of 400 residential units and commercial/retail space on the first two levels of each building. The key conclusions are as follows:

- The predicted maximum day demand for new development is 4.62 L/s and can be accommodated in the water system.
- Modelled available fire flow is 285 L/s (for Phase 1), which exceeds the required fire flow of 217 L/s.
- The sewer mains from the site to Milton WWTP/Fulton PS have capacity to accommodate the additional wastewater flows of 2.28 L/s.

New Public Parks

Assuming that the entire site will be developed for Regional use, no parkland dedication is required, however, in practice, some park space should be provided for the benefit of the future residents. The development concept illustrates a new 0.4-acre park on the southern extent of the Phase 1 property. Figure 4 below demonstrates the proposed public realm and open space concept from the Master Plan.

FIGURE 4: **MASTER PLAN - PUBLIC REALM & OPEN SPACE**



Phase 1 - Phasing Plan

The first phase of development could be undertaken in sub-phases where each development block is developed independently, or in one concerted effort. It is envisioned that the Region will work with the development manager, construction manager and consultant team to refine the Phase 1 phasing plan considering the following:

1. Development of the arterial road entering the site from Childs Drive. The existing driveway would be redesigned as a road built to meet the Town of Milton and Regions design specifications. It may terminate with a cul-de-sac abutting the long-term care parking lot to facilitate fire access.
2. The phasing of buildings will consider the opportunity to construct one, shared, below-grade parking facility. This shared facility offers opportunities for significant cost savings.
3. The final phase would be to develop the public park on the southern extent of the parcel and build an east-west road entering the site from Ontario Street South and connecting with the new north-south road off Childs Drive. This step is likely to have the most significant impact to existing users as it will require the relocation of the existing parking lot serving

the Long Term Care facility (there may be an opportunity to accommodate a replacement parking lot to the west of the LTC facility).

Subsequent phases would consider the redevelopment of the southwest quadrant (long term care facility) and the northeast quadrant (Halton Police & EMS facilities). However, these phases are highly dependent on existing users finding suitable space to relocate, at least temporarily, to make the parcels available for development.

APPENDIX A



REGIONAL ONTARIO STREET PROPERTY MASTER PLAN

FINAL REPORT
JUNE, 2017



The Planning Partnership

N. Barry Lyon Consultants Ltd
Thompson Ho Transportation
SCS Consulting Group

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The location of the Ontario Street Property, within the Downtown Milton Urban Growth Centre and on a major north-south artery, positions it well to support intensification with a range of uses that support the establishment of complete and healthy communities.

1.0 INTRODUCTION

The requirements of the Growth Plan for the Greater Golden Horseshoe envisage managed, sustainable growth through the intensification of existing built-up areas, with a focus on urban growth centres, intensification corridors, major transit station areas, brownfield sites and greyfields. Both the Growth Plan and the Provincial Policy Statement support the efficient use of land through mixed use forms of development while utilizing existing infrastructure.

The Ontario Street Property, located within Milton's Urban Growth Centre (UGC), as defined in the Growth Plan, and adjacent to the Town's Central Business District (CBD) in the current Official Plan, represents a tremendous opportunity for the Region and its stakeholders to realize their vision for complete and healthy community development.

Over the years, a number of public services have developed on the property. A Master Plan was completed for Halton Region in 1990, which

investigated possible complementary uses as well as possible reconfiguration of, or changes to existing uses in the context of longer term objectives. It was updated in 2008/2009 and highlighted some challenges on the site, due in part to the piecemeal fashion of development over the years. The Master Plan also noted that the property was underutilized and that redevelopment potential of the property was quite high given, amongst other considerations, the site's prominent location within the Town's Urban Growth Centre.

This Master Plan is one of the Region's initiatives to explore the comprehensive redevelopment potential of the Ontario Street Property through intensification opportunities and to determine the highest and best land uses, given the planning framework and its built context.



THE STUDY

01 PHASE ONE BACKGROUND REVIEW

The Background Review component of the study was carried out to determine the existing issues and constraints of the property and included the following:

- a review of the existing and planned function of the area, specifically the Urban Growth Centre
- analysis of the existing character of the area including land uses, built form and potential for future redevelopment
- identification of water, wastewater and stormwater management infrastructure, including any constraints that may impact redevelopment options
- a review of the multi-modal transportation network in the area and the on-site transportation infrastructure to support the development options
- a review of public comments and feedback

02 PHASE TWO FUTURE OPPORTUNITIES

The Future Opportunities component included:

- creative and innovative uses and development approaches which may or may not include current uses and users
- high quality design in the proposed redevelopment, whether it be in built form, public spaces, parking, etc.
- community and stakeholder involvement in exploring possibilities for the site
- the preparation of concepts that illustrate options for use, density, access, servicing and public realm

03 PHASE THREE FINAL RECOMMENDATIONS

The final phase of the study includes:

- presenting the final recommendations for the Ontario Street site
- identification of criteria for the selection/rating of options as well as recommendations on next steps to facilitate the recommended redevelopment on the property and any further studies that may be required, including development phasing options

COMMUNITY CONSULTATION

The Regional Ontario Street Property Master Plan was prepared through an open and collaborative process with the intention of involving all those interested in participating. A wide ranging community consultation program was implemented involving a Working Group, Stakeholder Group, Social and Community Services Focus Group, various agencies, Town staff, and Council. A variety of methods were used to engage with the community in face-to-face consultation and online.

The project team received many inputs to support the Study. These ideas, comments and suggestions are summarized in two “What We Heard” reports dated August 30, 2016 and April 11, 2017.

WHO WE HEARD FROM

WORKING GROUP

A Working Group comprised of staff from the Region of Halton and the Town of Milton have been consulted throughout the study.

STAKEHOLDER GROUP

A Stakeholder Group was organized to ensure collaboration with key manager/operators of facilities on the site in the area. The Stakeholder Group is comprised of:

- Region of Halton
- Police / EMS
- Halton Women’s Place
- Seniors’ Activity Centre
- Milton Seniors’ Centre Advisory Committee (MCAC)
- Adjacent Development Interests:
Bentall Kennedy

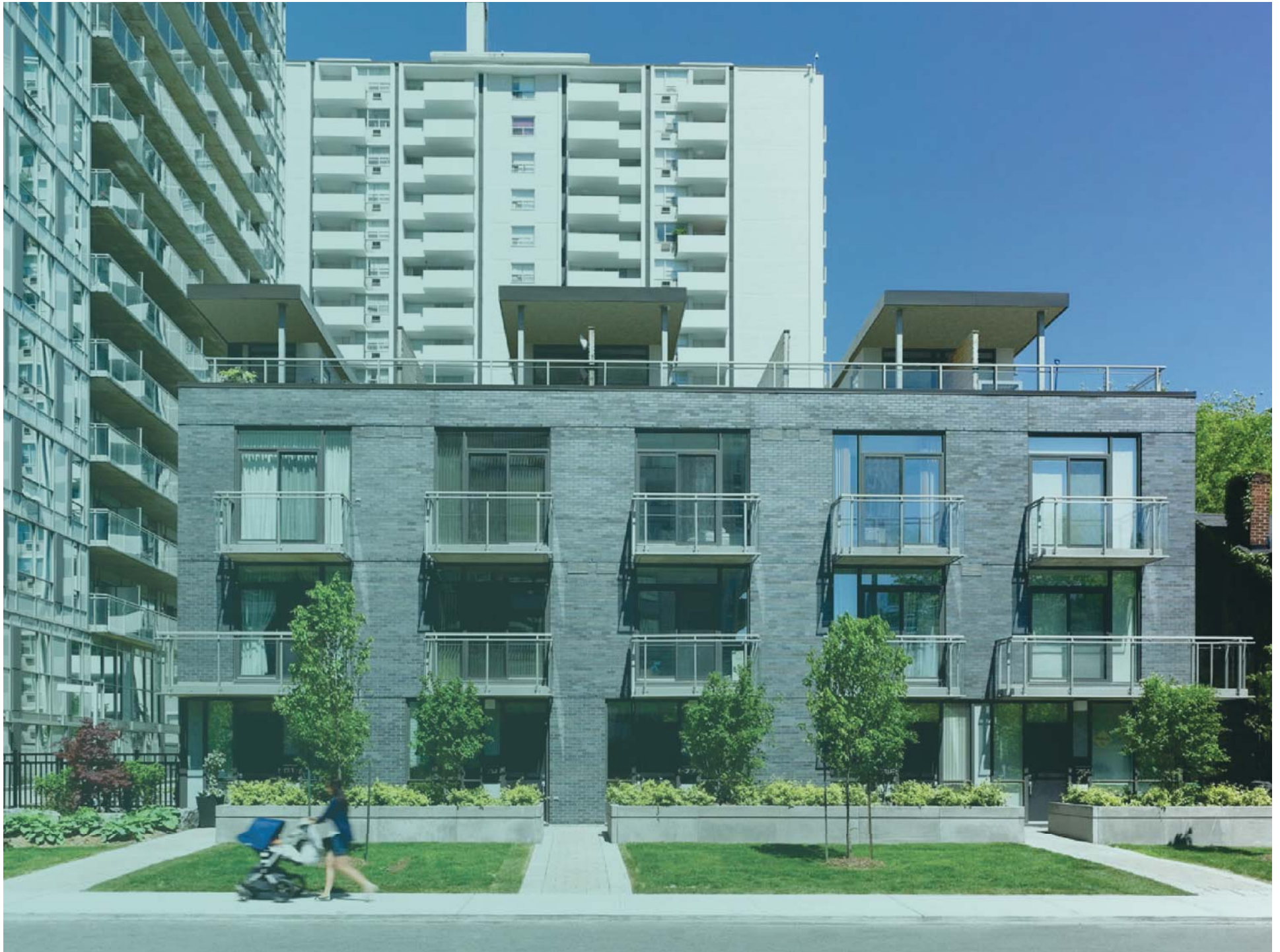
SOCIAL & COMMUNITY SERVICES FOCUS GROUP

Representatives from key community and social services were brought together as a focus group and were consulted throughout the study.

- Halton Region Social & Community Services Department
- Halton Region Asset Management
- Community Living North Halton
- Milton Community Resource Centre
- Mississauga Halton LHIN
- Halton Region Police Services
- Milton Transitional Housing
- Halton Children’s Aid Society
- Reach Out Centre for Kids (ROCK)
- Milton Community Garden
- Habitat for Humanity
- Halton School Boards

ONE-ON-ONE INTERVIEWS

- Habitat for Humanity
- Community Living North Halton
- Milton Community Resource Centre
- Milton Transitional Housing
- Downtown Milton BIA
- Reach Out Centre for Kids (Rock)
- EMS
- Town of Milton, Community Services



2.0 BACKGROUND REVIEW

PROVINCIAL/REGIONAL PLANNING FRAMEWORK

GROWTH PLAN FOR THE GREATER GOLDEN HORSESHOE

The Growth Plan for the Greater Golden Horseshoe (2017) is the provincially directed growth management plan for the greater golden horseshoe. This long-term plan aims to facilitate growth in major urban centres while balancing resources and public investment.

Downtown Milton is one of the 25 identified “Urban Growth Centres.”

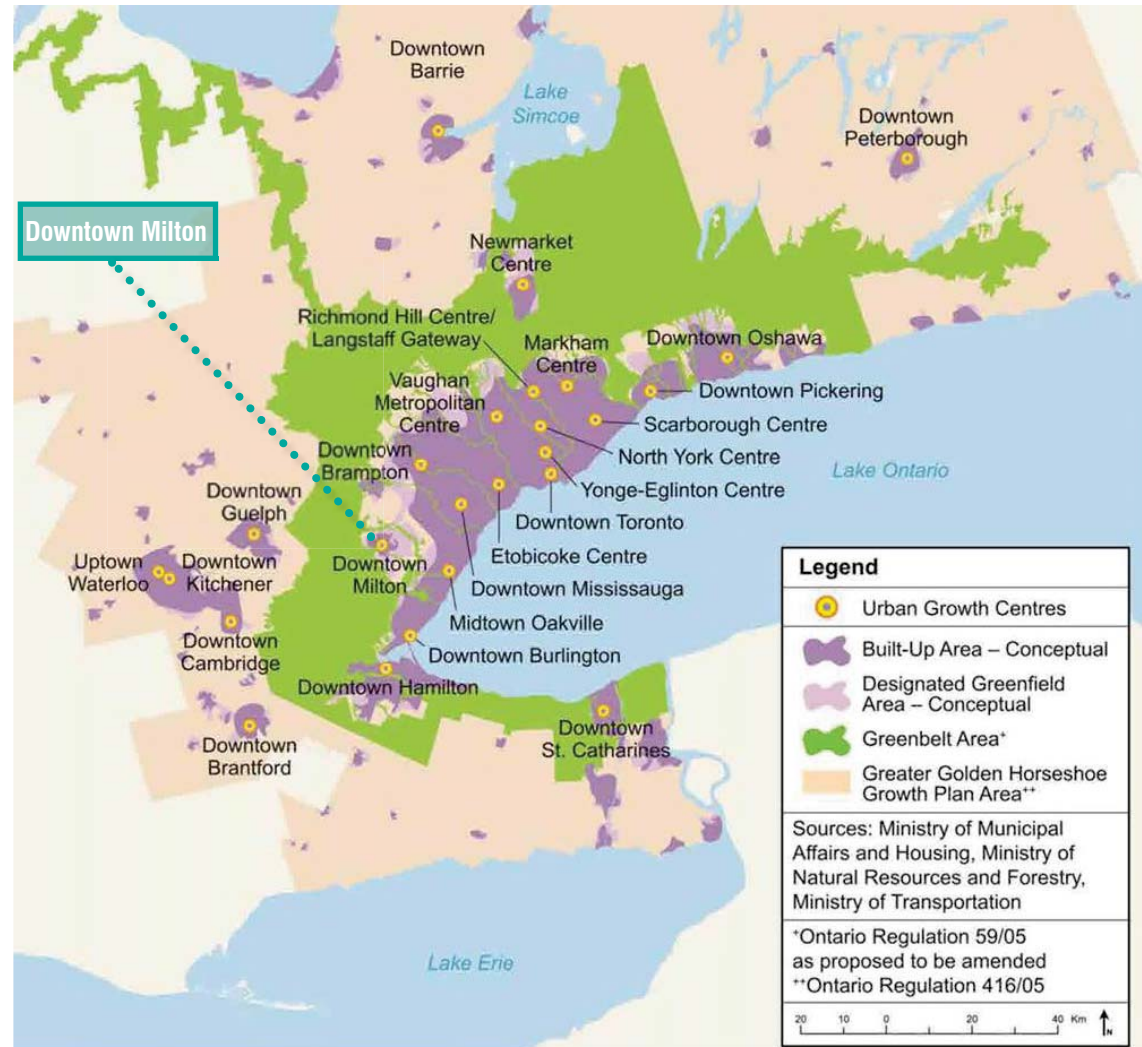
Urban growth centres will be planned –

- as focal areas for investment in institutional and region-wide public services, as well as commercial, recreational, cultural and entertainment uses
- to accommodate and support major transit infrastructure
- to serve as high density major employment centres that will attract provincially, nationally or internationally significant employment uses
- to accommodate a significant share of population and employment growth.

DOWNTOWN MILTON

200

Combined Persons + Jobs per Hectare



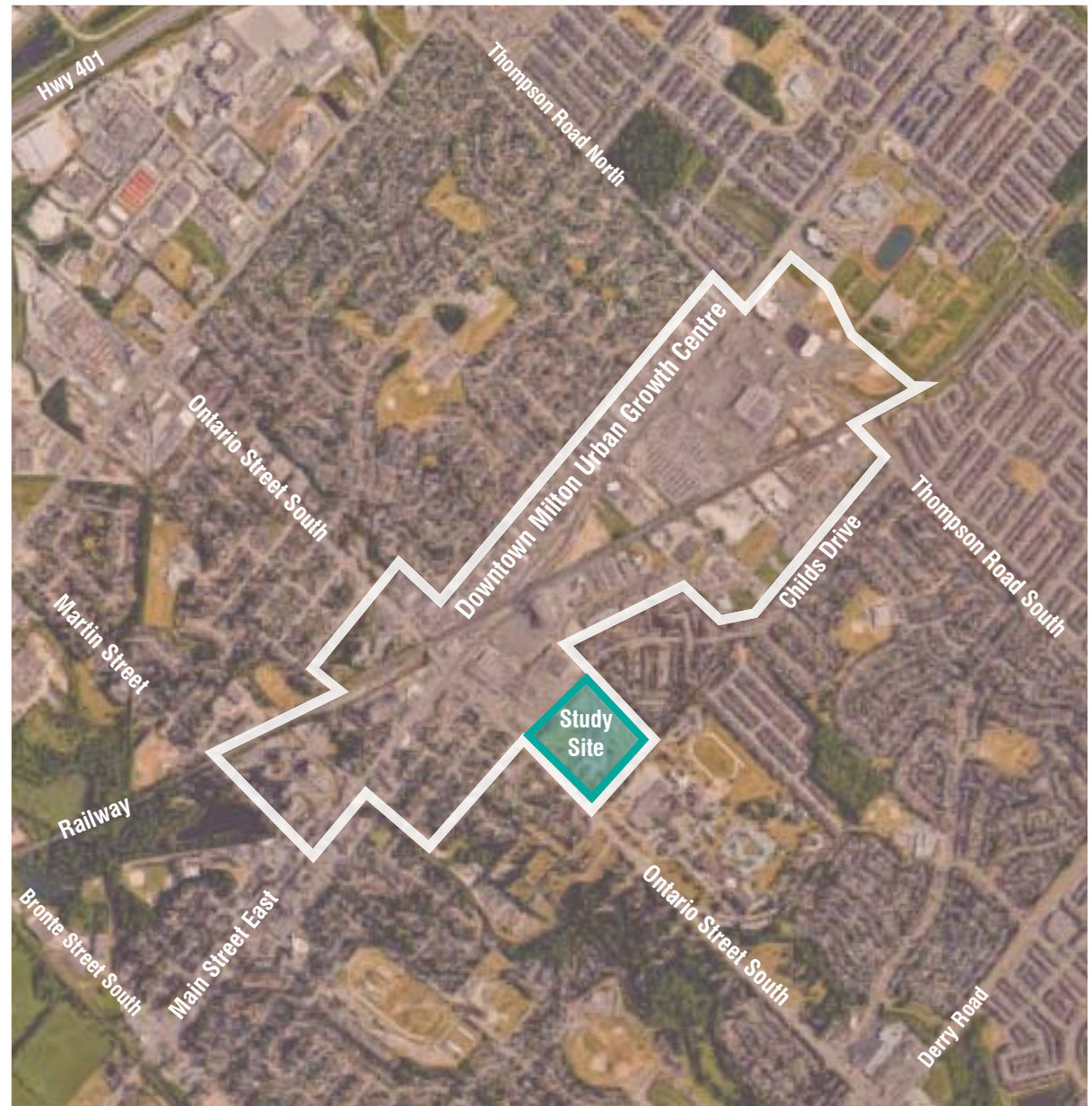
Growth Plan - Urban Growth Centres

REGIONAL OFFICIAL PLAN

Through Halton Region's Official Plan, the subject property falls within Milton's Urban Growth Centre which establishes a minimum gross density target of 200 residents and jobs per hectare for Downtown Milton.

The Region of Halton Official Plan:

- implements the Province's Growth Plan
- expects that Milton's population will grow to 238,000 and the number of jobs to 114,000 (by 2031)
- directs development with higher densities and mixed uses to "Intensification Areas", which include Urban Growth Centres
- requires the Local Municipalities to direct major office, retail and appropriate major institutional development to Urban Growth Centres, Major Transit Station Areas (including Metrolinx-designated Mobility Hubs), areas with existing frequent transit services, or existing or planned higher order transit services
- requires Urban Growth Centres to accommodate a significant share of population and employment growth



Regional Ontario Street Property provides an opportunity to support the objectives of the Downtown Milton Urban Growth Centre.

LOCAL PLANNING FRAMEWORK

TOWN OFFICIAL PLAN (CURRENT)

Current Milton Official Plan (1997, 2008 Consolidation)

Institutional Area Designation:

Employment designation which recognizes major public and quasi-public uses

Main Permitted Uses:

Public, quasi-public and private non-profit uses of Town-wide, Regional or Provincial significance (e.g. hospital, secondary school, residential care facility, etc.), and other major community uses greater than 1 hectare in size

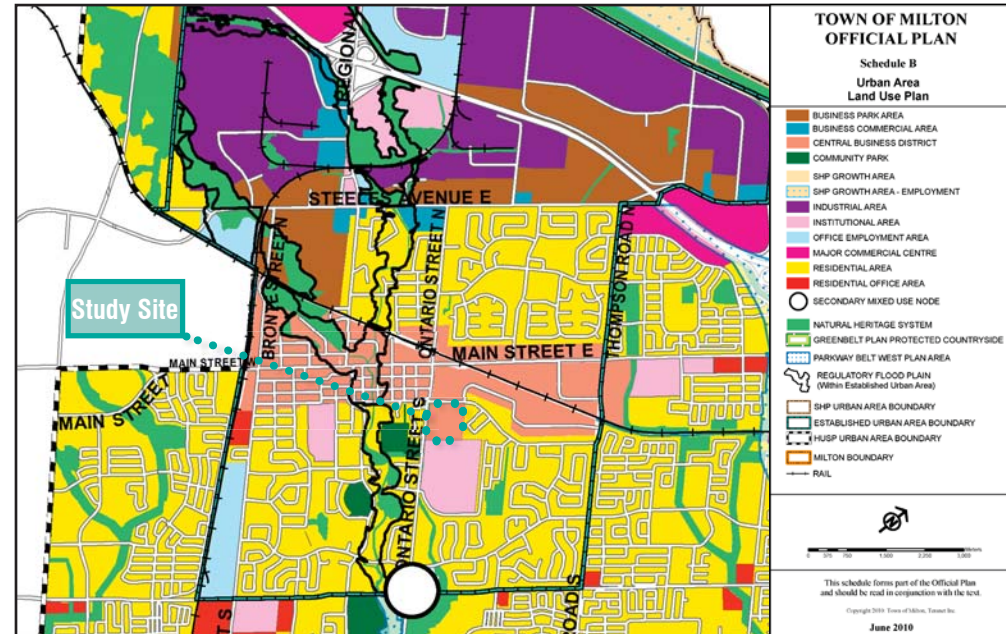
Permitted Accessory Uses:

- Service uses, retail uses and office functions
- Residential uses may be permitted adjacent to the “Residential Area” designation

Adjacent the “Central Business District” (north of Childs Drive):

- Intended to be the primary focus for commercial and services which serve Town-wide functions, as well as a major residential community
- Three major nodes of commercial, office, institutional, recreational, cultural and residential uses, one of which is the Milton Mall and potential expansion areas (Commercial Node Sub-Area)

Milton Central Planning District: Timberlea Neighbourhood



Adopted Official Plan (OPA 31) - “Central Business District” designation

TOWN OFFICIAL PLAN (ADOPTED, AWAITING APPROVAL)

OPA 31 – Growth Plan Conformity

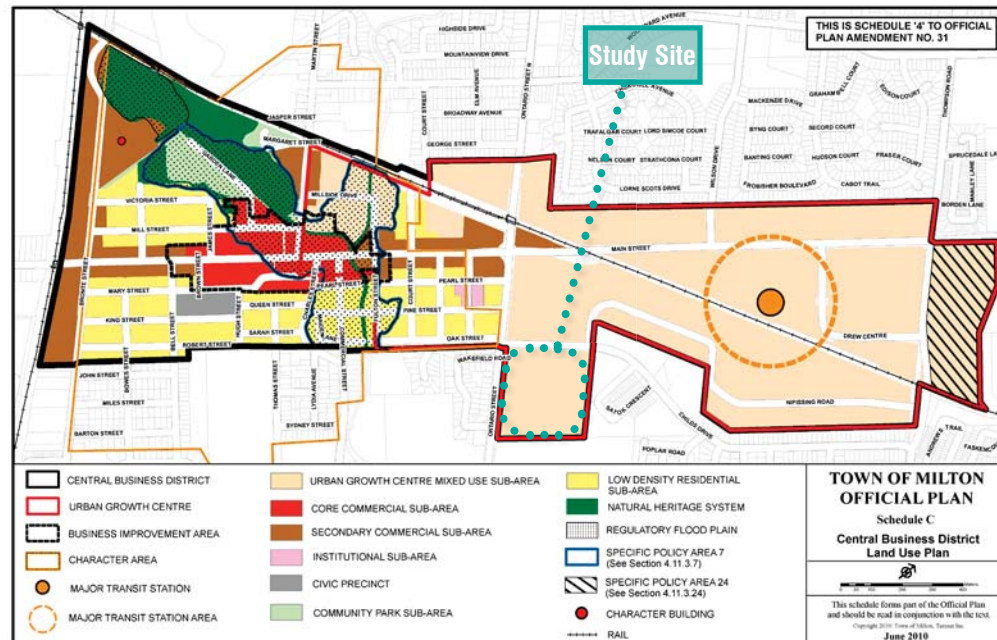
Adopted by Milton Council in 2010. Pending approval by Halton Region

“Central Business District” designation – “Urban Growth Centre Mixed Use Sub-Area”

- CBD intended to accommodate intensive residential and major office, retail and major institutional development at the maximum densities permitted. Will accommodate a significant portion of the Town’s population and employment growth
- Permitted uses include high density residential, hotels and convention centres, commercial, institutional and office uses, community facilities, etc.
- New development permitted in single or mixed-use buildings
- Overall minimum density of 200 persons and employees per hectare
- Comprehensive development plan required for major redevelopment proposals
- Lands to be pre-zoned to facilitate redevelopment

Identified as an “Intensification Area”

- Development within Intensification Areas considered the highest priority of urban development
- Sites to be pre-zoned for intensification



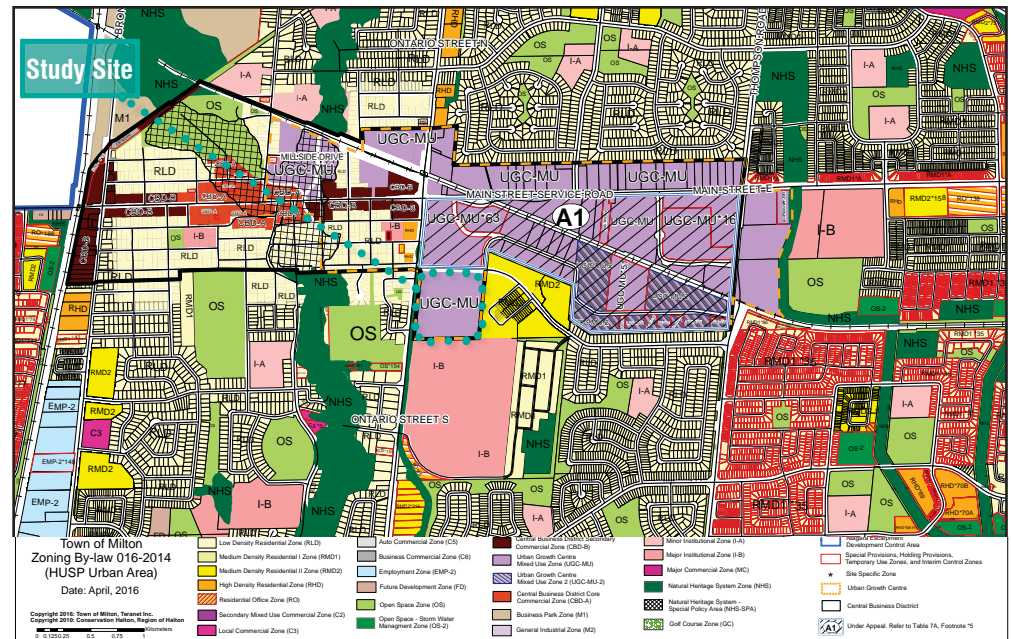
Adopted Official Plan (OPA 31) - “Urban Growth Centre Mixed Use Sub-Area” designation

TOWN ZONING BY-LAW

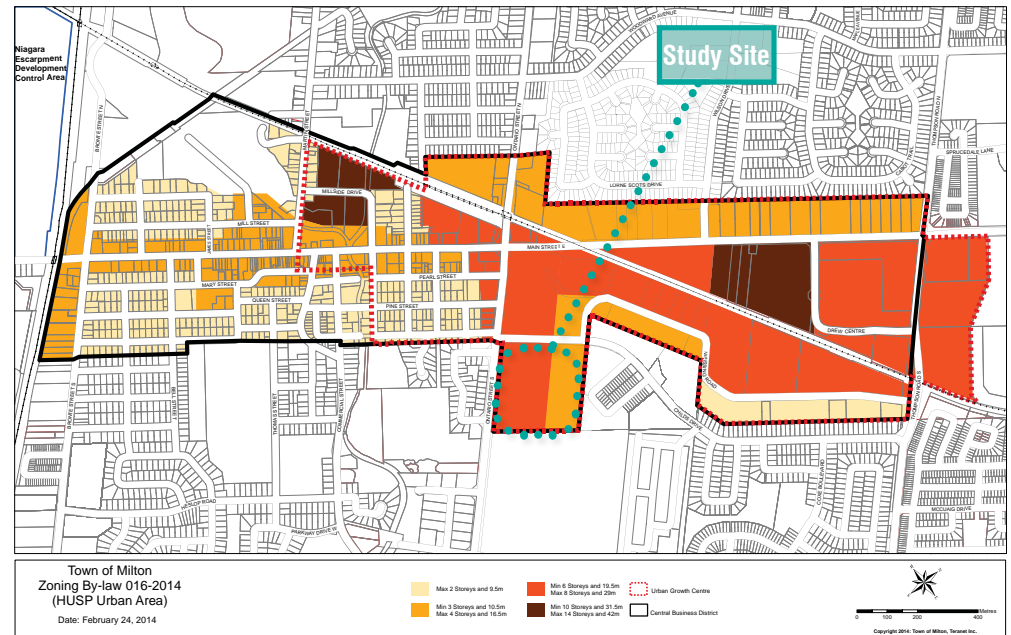
Comprehensive Zoning By-law 016-2014

“Urban Growth Centre Mixed-Use Zone” (UGC-MU)

- UGC-MU Zone applies to the majority of the Downtown Milton Urban Growth Centre and Central Business District
- Mix of Residential and Non-Residential permitted uses, including:
 - Residential: Apartment Building, Upper-floor Dwelling Units and Retirement Home
 - Non-Residential: Bank, Community Center, Hotel, Library, Office, Restaurant, Retail Store, etc.
- Building heights regulated by Schedule D, splits Study Site into west and east:
 - West: Minimum 6 storeys (19.5 metres) / Maximum 8 storeys (29 metres)
 - East: Minimum 3 storeys (10.5 metres) / Maximum 4 storeys (16.5 metres)
- Other Zone Standards:
 - Maximum Lot Coverage: 60%
 - Minimum Front Yard Setback: 0 metres (1.5 metre stepback required at the 5th storey)
 - Minimum Rear Yard Setback Abutting a Residential Zone: 12 metres (plus stepbacks above the 4th storey)
 - Minimum Landscaped Open Space: 15%



Town of Milton Zoning By-law Schedule 'A'
Urban Area Zoning (Urban Growth Centre Mixed Use Zone, UGC-MU)

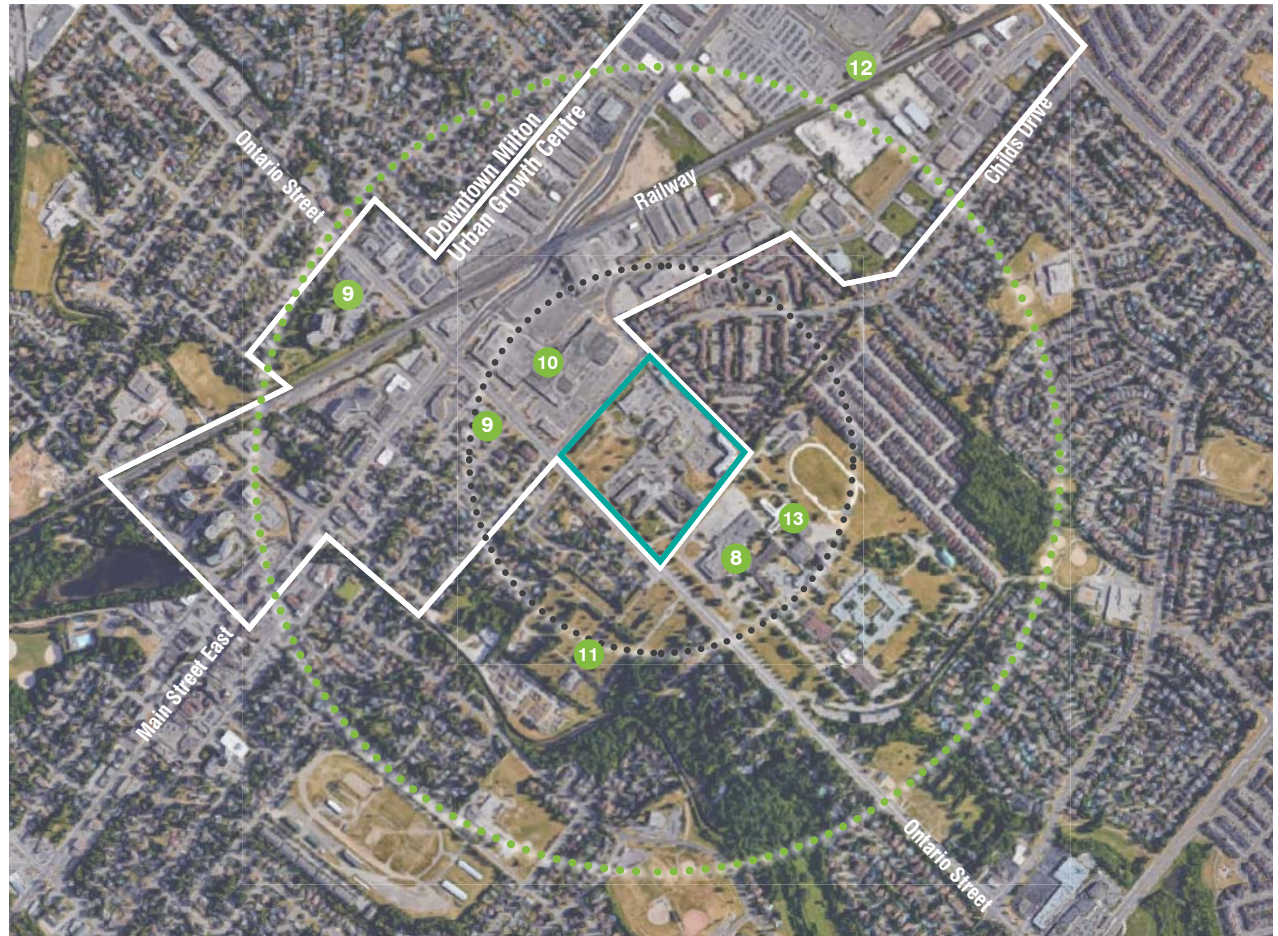


Town of Milton Zoning By-law Schedule 'D'
Central Business District - Building Heights (Min 3 / Max 4 storeys & Min 6 / Max 8 storeys)

CONTEXT - NEIGHBOURHOOD

The Ontario Street Property is located in the Town of Milton, south of Highway 401, south of Main Street East, on the east side of Ontario Street South. The Ontario Street Property is approximately 8 hectares (20 acres) and includes existing uses of the Allendale long-term care facility with 200 beds, Seniors' Activity Centre, Halton Region Police Services, Halton Regional Paramedic Services, Halton Women's Place facility and the Halton Community Housing Corporation (HCHC) Martin House Seniors Residence. About 1.2 hectares (3 acres) of the site is not developed and a portion is used as a community garden.

Adjacent uses to the property include the Central Business District including the Milton Mall to the north, residential uses to the east, established residential uses, the historic Downtown and a cemetery to the west and institutional uses (EC Drury and Gary Allan schools) to the south. Further to the east is Milton's GO Station.



— The Property

... 400 metre walking radius

... 800 metre walking radius

8 Ernest C. Drury & Gary Allan Schools

9 Milton Community Services

10 Milton Mall

11 Milton Evergreen Cemetery

12 Milton GO Station

13 Ministry of Education School Board, YMCA Full Day Pre-School Program

CONTEXT - EXISTING USES ON THE SITE

1 Halton Region Police Services



Ground Floor Area: 2,053 sq.m.
Building Height: 1 storeys
GFA: 2,053 sq.m.

Private OS Area: 0 sq.m.

2 Halton Region EMS



Ground Floor Area: 471 sq.m.
Building Height: 2 storeys
GFA: 941 sq.m.

Parking: (2 Bay) 912 sq.m. (Incl. Road Access)

3 Seniors' Activity Centre



Ground Floor Area: 1,170 sq.m.
Building Height: 1 storeys
GFA: 1,170 sq.m.

Private OS Area: 0 sq.m.

4 Martin House Seniors Residence



Ground Floor Area: 2,200 sq.m.
Building Height: 3 storeys
GFA: 6,600 sq.m.

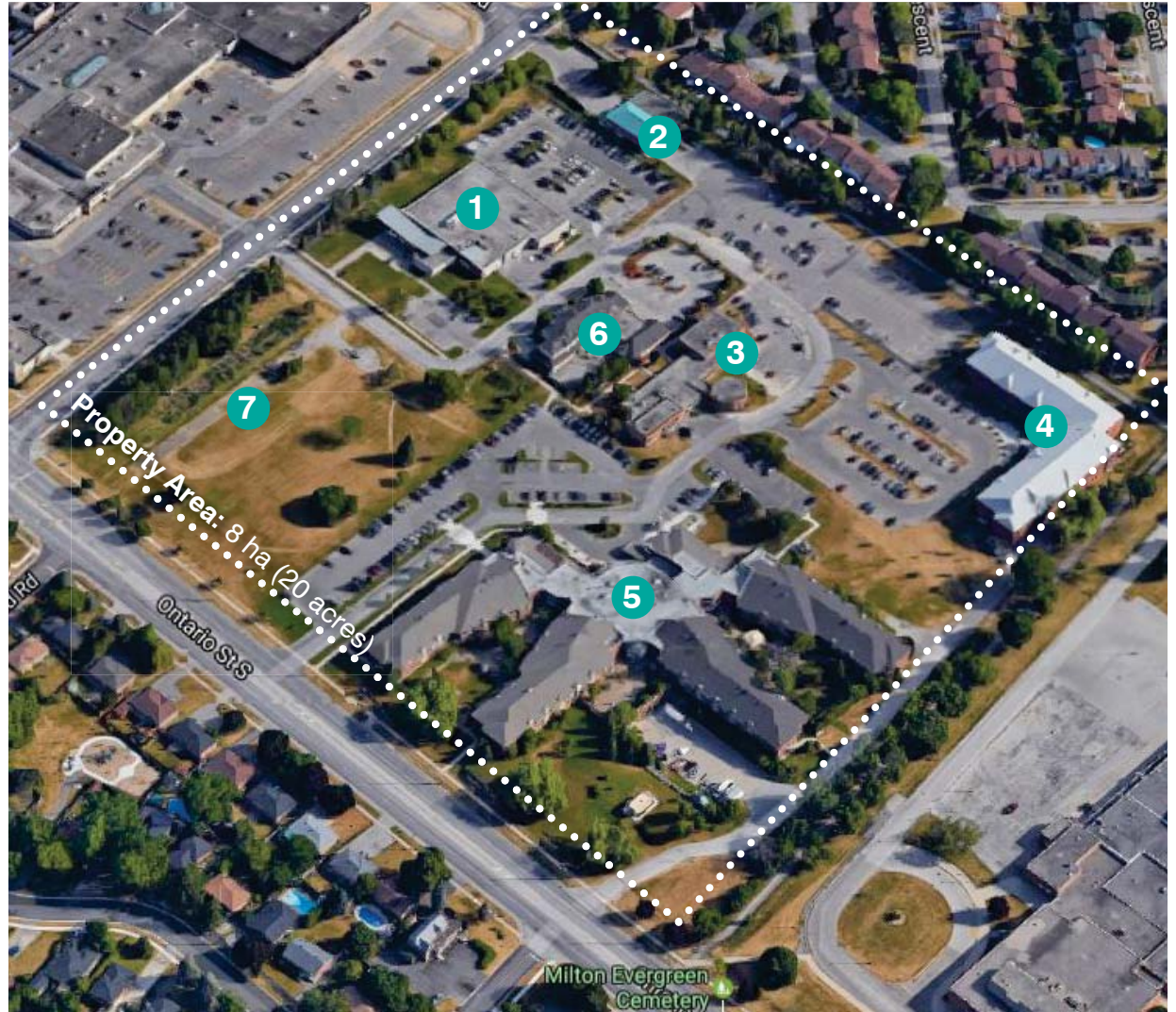
Private OS Area: 93 sq.m.

5 Allendale Long Term Care Facility



Ground Floor Area: 8,670 sq.m.
Building Height: 2 storeys
 200 beds, organized into eight 'houses' containing 25 residents each
GFA: 17,340 sq.m.

Private OS Area: 3,115 sq.m.



6 Halton Women's Place Facility



Ground Floor Area: 884 sq.m.
Building Height: 2 storeys
GFA: 1,281 sq.m.

Private OS Area: 420 sq.m.

7 Community Gardens



Undeveloped Area: 1.2 ha (3 acres)

Garden Plots Area: 628 sq.m.

CONTEXT - TRANSPORTATION ANALYSIS

Existing Public Transit Services



- | | |
|----------------|---------|
| --- Study Site | Route 5 |
| Route 1A | Route 6 |
| Route 1B | Route 8 |
| Route 2 | |

Existing Pedestrian & Cycling Trails



- | |
|---------------------------------------|
| --- Study Site |
| Timberlea Neighbourhood Walk |
| Timberlea Neighbourhood Cycling Route |

Transportation

- Existing transportation system and traffic operations adjacent to the Ontario Street property can accommodate additional traffic
- New road pattern for the site with locations for signalized access can be phased with existing site access
- With potential redevelopment, there are opportunities for the site to be connected to existing pedestrian and cycle trails

CONTEXT - SERVICING ANALYSIS

Sanitary Servicing

- Town of Milton will be serviced by Mid-Halton Wastewater Treatment Plant (WWTP) as long-term plans involve future decommissioning of the Milton WWTP and construction of a new wastewater pumping station.
- Additional future plans include improvements to the existing sanitary sewer (2026-2028).
- A downstream capacity analysis will be required to confirm that the existing sanitary sewer systems currently servicing the study site will have the capacity to convey the flows from the proposed redevelopment.

Water servicing

- An upgrade to existing watermain on Ontario Street South is planned for 2017/2018.
- An analysis will be required to confirm that the existing distribution system will have the capacity to provide adequate flows to the proposed redevelopment.

Stormwater Management

- A stormwater management analysis will be required to determine the quality, erosion, quantity and water balance control requirements to treat the runoff from the proposed redevelopment.

A functional servicing report will be required to demonstrate that development on the property will not preclude redevelopment and intensification of the balance of the Town's urban growth centre.

Existing Servicing



- Study Site
- Existing Sanitary Sewer
- Existing Storm Sewer
- Existing Watermain

CONTEXT - MARKET ANALYSIS



Milton's development market continues to be driven by **residential forms**



There is some weakness in the **local retail and office markets**



An optimal mix of land uses is likely to include:

- Traditional townhomes;
- Stacked townhomes; and
- Condominium apartments



Traditional and stacked townhomes are likely to yield the highest values today

- But, the high density market continues to evolve
- May be opportunities to cross subsidize revenue from market housing to support affordable housing and community uses



Origin - Coletara Development (Milton)



Neighbourhoods of Oak Park – Ballantry Homes (Oakville)

3.0 FUTURE OPPORTUNITIES

VISION

“ The Regional Ontario Street Property is envisioned to become a Complete, Transit-Supportive, Pedestrian-Oriented, Mixed-Use Community that is compact, vibrant and complements the character of the urban downtown through a long-term strategy that respects its existing uses and is sensitive to its surrounding neighbours. ”



URBAN DESIGN PRINCIPLES

The Vision for the Ontario Street property is aligned with the Provincial, Regional and Local Municipal policy directions; they provide the overarching objectives for future development/redevelopment of the site, and the framework for its physical design including site layout, the arrangement of public and private realm elements and the relationships between these elements to one another and to adjacent areas. On this basis, the key urban design principles that are imbedded in the Master Plan are premised on creating sustainable development and complete communities, and include:

01 DENSITY, DIVERSITY, MIXED-USE

Maximizing the use of space and land, as well as the efficient use of resources and infrastructure are fundamental to creating sustainable and complete communities. Development of the Ontario Street property will include a concentration and mix of uses to achieve these objectives and to encourage accessibility to a diversity of users.

02 PEDESTRIAN-ORIENTED / TRANSIT-SUPPORTIVE

Reducing car-dependency is a key objective and imperative to the creation of sustainable and complete communities. Development of the Ontario Street property will encourage and support alternative modes of transportation, including active transportation, transit and ride sharing opportunities.



03 PLACE MAKING

Designing meaningful environments that have a strong sense of place and identity is critical to the creation of successful and complete communities. The neighbourhood character of the Ontario Street property will include high-quality built form, vibrant streetscapes and inviting public spaces that considers natural and cultural heritage aspects, is connected to the surrounding urban fabric and provides opportunities for a rich community life.



FOUNDATIONS

In consideration of the urban design principles and the site's background and context, a number of fundamental design parameters were identified as the basis for the emerging concepts that led to both the Preferred Concept and Master Plan. These foundations include:

A MIX OF USES

Building upon the principle of Density, Diversity and Mixed-Use, the Master Plan will physically and functionally integrate a mix of uses on the site; input and feedback through the public consultation process also identified the community's and stakeholders' desire to include a mix of residential, commercial/retail, institutional and community uses on the site.



B INTENSIFICATION

Building upon the principle of Density, Diversity and Mixed-Use, and recognizing the intensification objectives for Urban Growth Centres, the redevelopment of the Ontario Street property will include an increase in the number of buildings on the site to accommodate a mix and intensity of uses to achieve the Province's target of 200 persons and jobs per hectare. The Master Plan depicts the potential development of a variety of housing options, commercial, institutional and community service uses as well as the accommodation of existing uses on the site.



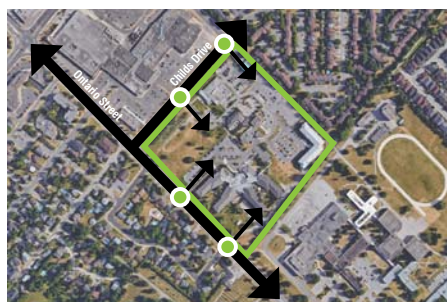
C STREETS AND BLOCKS

Building upon the principle of Pedestrian-Oriented, Transit-Supportive development, the arrangement of streets and blocks in the future development of the Ontario Street property will provide connections for pedestrians and cyclists and accommodate both cars as well as public transit. Street and block patterns, and the design of the public realm, including the built form interface, will be pedestrian-oriented.



D STREET NETWORK & ACTIVE TRANSPORTATION

Building upon the principle of Pedestrian-Oriented, Transit-Supportive development, streets will be connected within the site and to the surrounding road network; streets will include pedestrian and cyclist amenities that, combined with trails and open space links, encourage active transportation opportunities.



Existing access points and roads

E HIGH QUALITY URBAN DESIGN

Building upon the principle of Place Making, the Master Plan will:

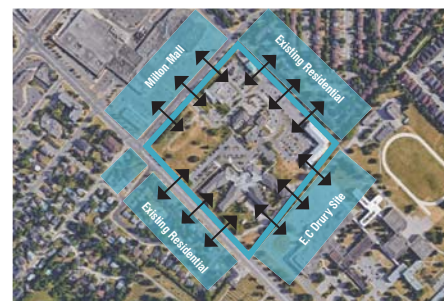
- Include unique, vibrant places, with a strong sense of identity (parks, plazas, courtyards, public streets, etc.)
- Create local destinations which attract a critical-mass of users and activities
- Create high quality built form and landscapes
- Create a linked network of parks and open spaces
- Configure parkland to support the diverse amenity needs of the community
- Create parks as focal points/gathering areas



F TRANSITIONS

Building upon the principle of Place Making, the Master Plan will provide transitions to surrounding neighbourhoods through:

- Built form design: height, massing, setbacks, stepbacks
- Landscape design: streetscape treatments, planted buffers/screens, opens space location and configuration

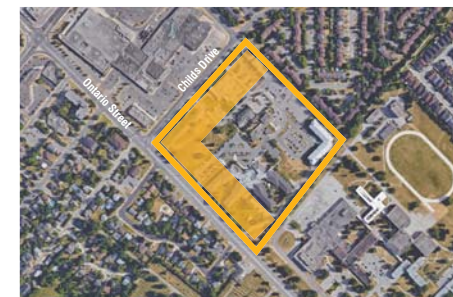


Transitions

G ACTIVE STREET FRONTS

Building upon the principle of Place Making, the Master Plan will encourage active street fronts to create an animated and vibrant public realm; this will include:

- Locating mixed uses within the ground floor of all buildings
- Orientation of primary entrances and primary facades along street frontages
- Focusing active ground floor uses along the Main Street and around parks and open space
- Locating future transit stops in consideration of other active ground floor uses, parks and open space



Active Street Fronts

EMERGING CONCEPTS

Based on the Urban Design Principles and Foundations, Emerging Concepts A and B were developed and presented at the first community workshop for input and feedback from stakeholders and the public.

CONCEPT A

Grid street and block pattern builds on existing boundary roads and access points and anticipates potential connections to the north and south of the property.

Public park located centrally to provide focus for the new neighbourhood and to be easily accessible to the surrounding existing community.

Tallest buildings and commercial mixed-uses aligned along Ontario Street.

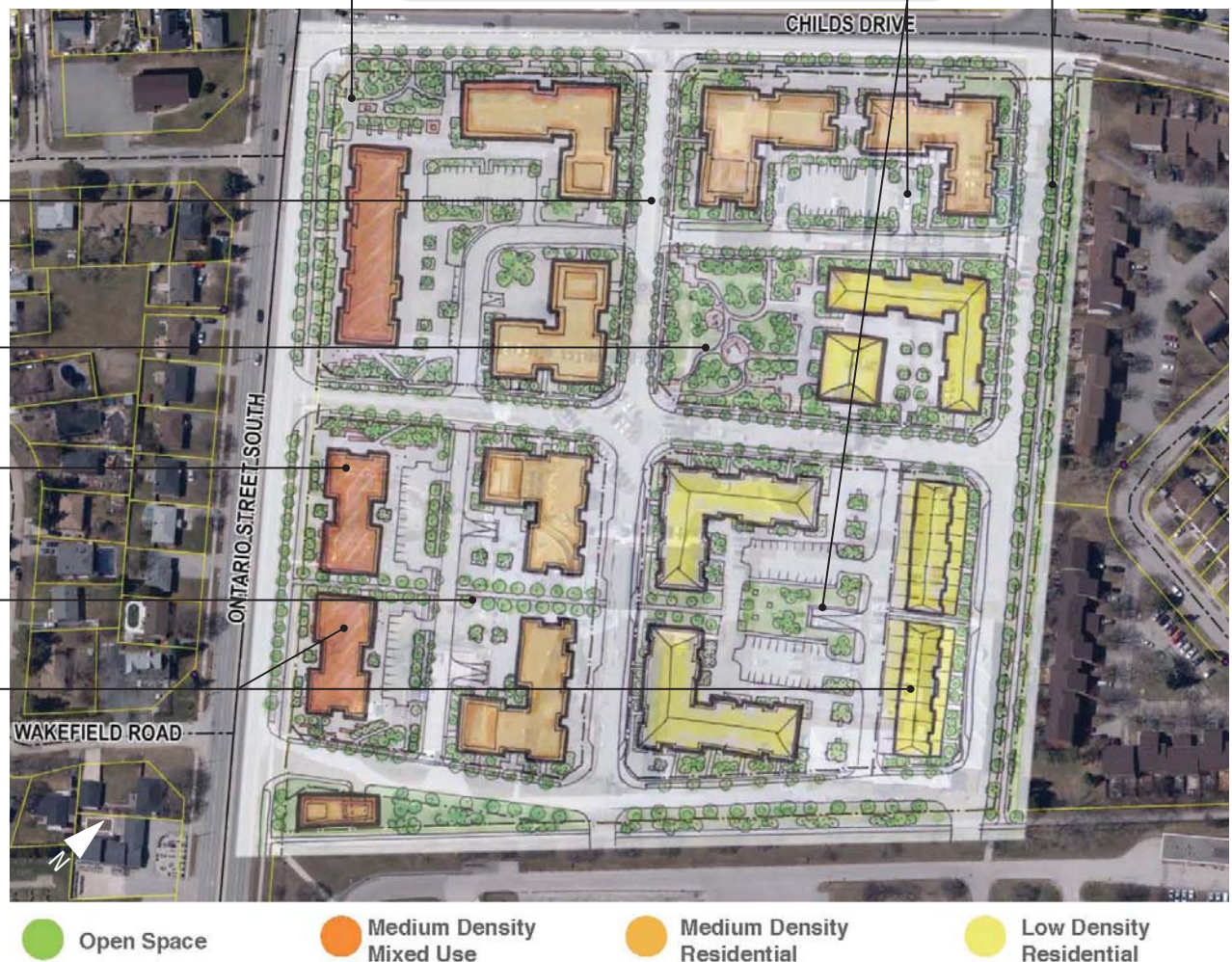
Extensive and connected pedestrian system that includes privately owned public space (POPS).

Buildings transition to existing residential uses to the east and west of the property.

Urban park located as a 'gateway' at Ontario Street and Childs Drive.

Existing trails are enhanced and combined with new public streets and landscaped boulevards.

Parking to include a combination of underground structures, surface lots (behind buildings) and on-street.



CONCEPT B



Public park located linearly along Childs Drive to provide focus for mixed-use development along the street and to be visually prominent and easily accessible to the surrounding existing community; this includes park space at the 'gateway' location at intersection of Ontario Street.

Tallest buildings and commercial mixed-uses aligned along Childs Drive.

Grid street and block pattern builds on existing boundary roads and access points and anticipates potential connections to the north and south of the property.

The existing trail along the east property limit is enhanced and combined with a new public street and landscaped boulevard.

Extensive and connected pedestrian system that includes privately owned public space (POPS).

Parking to include a combination of underground structures, surface lots (behind buildings) and on-street.

Buildings transition to existing residential uses to the east and west of the property.

Open Space

Medium Density Mixed Use

Medium Density Residential

Low Density Residential

COMMUNITY WORKSHOP 1

AUGUST 30, 2016

The first Community Workshop took place on August 30, 2016 at the Milton Memorial Arena - Lion's Club Hall.

Approximately **70** participants attended

Potential land use developments (Concepts A & B) were presented to the workshop participants and were evaluated according to key discussion themes based on the six foundational elements:

- 01 MIX OF USES
- 02 TRANSITIONS
- 03 INTENSIFICATION
- 04 ROADS & ACCESS
- 05 ACTIVE STREET FRONTS
- 06 PHASING

Subsequently, a 'What We Heard' Report was prepared to summarize the outcome of the public consultation. Input received was used to shape the Master Plan.



WHAT WE HEARD



- Seniors Centre should be a stand-alone facility
- Seniors Centre needs to have prominence and easy visibility



- Highest density should be at corner of Childs Drive and Ontario Street South, and lower elsewhere
- Support for medium density, mixed use



- Strong concern with respect to if sufficient parking will be provided:
 - Lack of clarity for how much underground parking is being provided
 - No parking shown for the Seniors Centre; some opinion that it should be surface parking
 - Shouldn't have on-street parking on Ontario Street South
 - Existing water issues on site may impact underground parking

PREFERRED CONCEPT

Input and feedback received from stakeholders and the public through the first community workshop identified aspects of Concepts A and B that were synthesized to create the Preferred Concept. The key elements of the preferred concept are as follows:



Urban park located as a 'gateway' at Ontario Street and Childs Drive.

Tallest buildings and commercial mixed-uses aligned along Main Street.

Grid street and block pattern builds on existing boundary roads and access points and anticipates potential connections to the north and south of the property.

The existing trail along the east property limit is enhanced and combined with a new public street and landscaped boulevard.

Linear central public park to provide focus for the new neighbourhood and to be easily accessible to the surrounding existing community.

Extensive and connected pedestrian system that includes privately owned public space (POPS).

Parking to include a combination of underground structures, surface lots (behind buildings) and on-street.

Buildings transition to existing residential uses to the east and west of the property.

COMMUNITY WORKSHOP 2

APRIL 11, 2017

The second Community Workshop was held on April 11, 2017 at the Milton Memorial Arena - Lion's Club Hall.

Approximately **30** participants attended

An afternoon and an evening session were held. The purpose of the meeting was to present and to seek input on the preferred land use development concept.

The team made a presentation which included the project context and purpose of the study, urban design principles, a public consultation summary, the preferred concept design components and possible phasing scenarios for development.

WHAT WE HEARD

-  Need for affordable, rental housing
-  Maintain a community / health services hub
-  Accommodate the existing services, as well as possible expansions
-  More parkland and green space to balance intensification
-  Preserve community garden use somewhere on the site
-  Provide sufficient parking
-  Consider existing traffic and potential future impacts of development on road network
-  Support transit service within the site
-  Buildings need to create a closer and more cohesive street frontage
-  Concerns with interim measures during construction



4.0 MASTER PLAN

The second community workshop provided feedback and input from stakeholders and the public to further refine the Preferred Concept; the key elements of the resulting Master Plan are as follows:

An **urban park** anchors the highly prominent corner at Ontario Street and Childs Drive.

A **linear central park** defines the core area of the neighbourhood with street frontage along the south limit and building frontage along the north limit. This urban open space will be designed to support diverse activities and incorporate aspects of the local landscape character.

An extensive **pedestrian system** including trails, sidewalks and privately owned public space (POPS) will enhance connectivity throughout the neighbourhood and to surrounding neighbourhoods. In addition, pedestrian connections through a vibrant public space (i.e. balanced hard and softscapes, plazas and gathering spaces connected to commercial uses at the ground level) provide access and facilitate navigability within the neighbourhood.

Possible location for a building that combines **police** and **paramedic services**. The building is integrated as entry to the community and connecting to the south multi-use trail. Its location favours the function of the **EMS building** which is separated from existing residential uses, and is in close proximity to a future controlled intersection.



Possible location for a multi-storey **long-term care facility** (Allendale)

All buildings incorporate a 2-storey base that may be used for a combination of **commercial, retail, institutional or community uses**. The upper levels of all buildings may include a combination of market, rental, and/or community housing.

Possible location for a building that contains different community services such as **Seniors' Activity Centre**, the **Women's Place** and **Seniors Housing**.

Opportunities for **landscaped/green roofs**.

As part of the public realm, the parks, trails and streetscapes provide opportunities for **public art**.

Buildings provide **transition to the existing residential uses** along the east and west sides of the property with the focus of the tallest buildings central to the site forming a '**Main Street**' condition. Building height is reduced along Ontario Street South, in order to create a balanced transition from the western residential neighbourhood into the high-density residential development with commercial uses at the ground level along the central north-south corridor.

A rich and vibrant 'main street' configured in the central north -south axis of the property incorporates public space serving street level commercial uses along the bases of the 10 to 12 storey buildings along this corridor. The streetscape along the Main Street is envisioned as open, barrier-free, and include a mixture of paved surfaces, street trees, street furniture and public art. A concentration of commercial/retail uses is encouraged along '**Main Street**'.

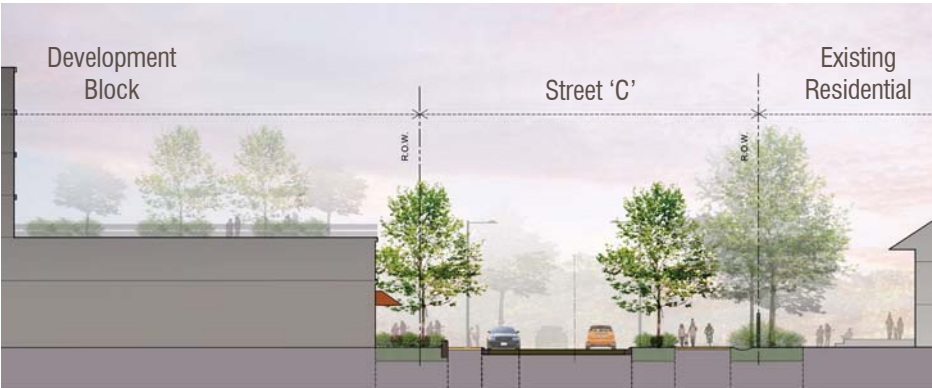
MASTER PLAN - CROSS SECTIONS



SECTION 1



SECTION 2



SECTION 3



Mixed-Used Buildings



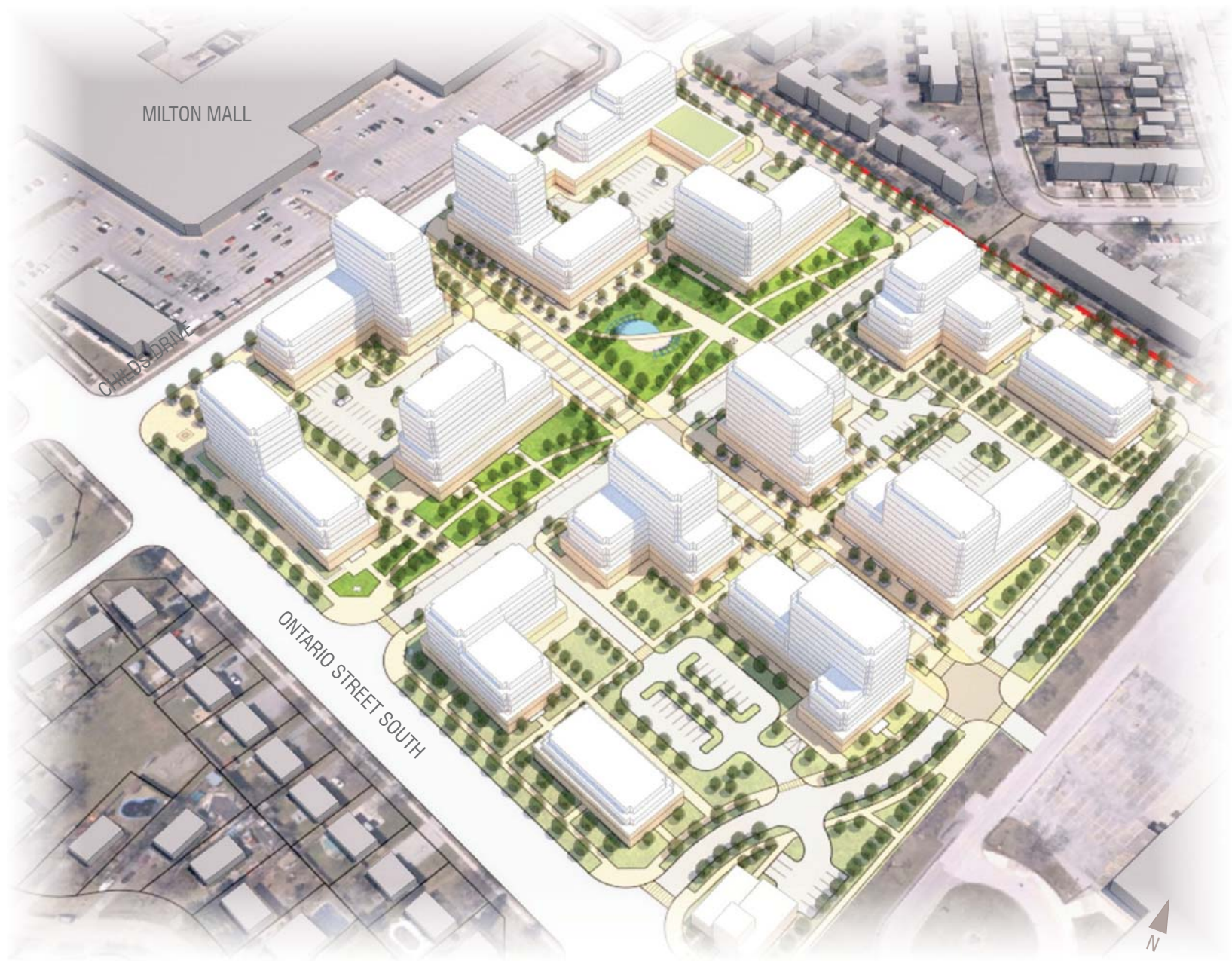
Urban Parks



Mixed-Used Buildings



MASTER PLAN - MASSING SCENARIO 1

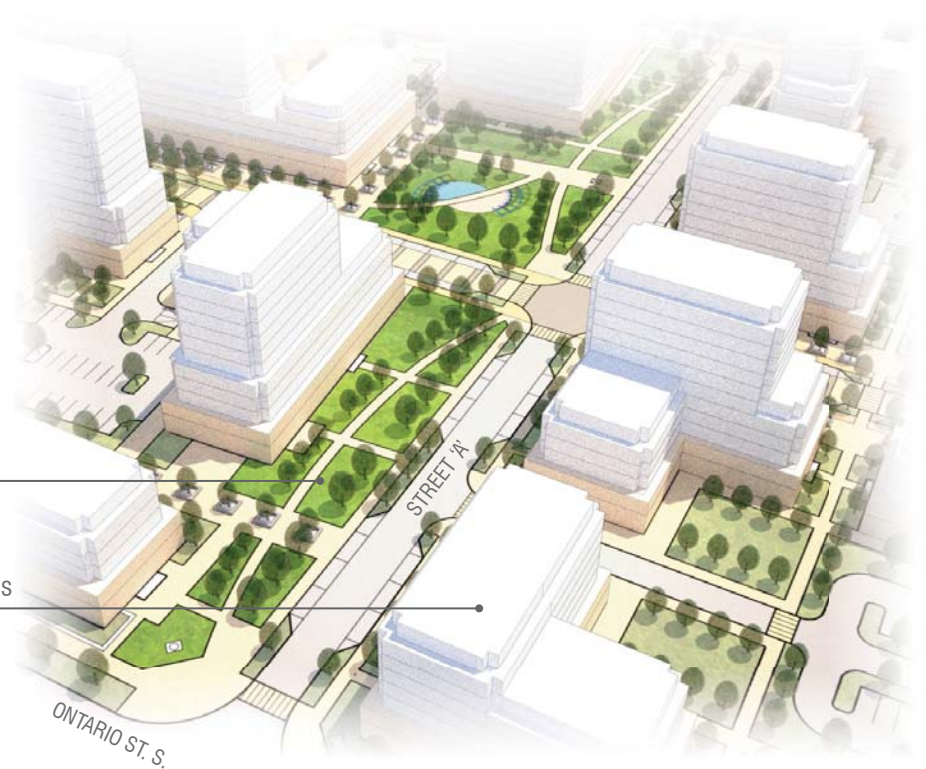


SOUTH-WEST VIEW



Linear Central Park

Mixed-Use Buildings



VIEW OF THE LINEAR CENTRAL PARK

MASTER PLAN - MASSING SCENARIO 2



NORTH-WEST VIEW

Mixed-Use Buildings

- Potential Seniors' Activity Centre
- Potential Allendale Long Term Care Facility
- Potential Regional Offices / other Community Services

POTENTIAL 'COMMUNITY USE' BLOCK



Massing of buildings frame the park

Potential Rooftop Green Space

Active frontage with entrances facing park

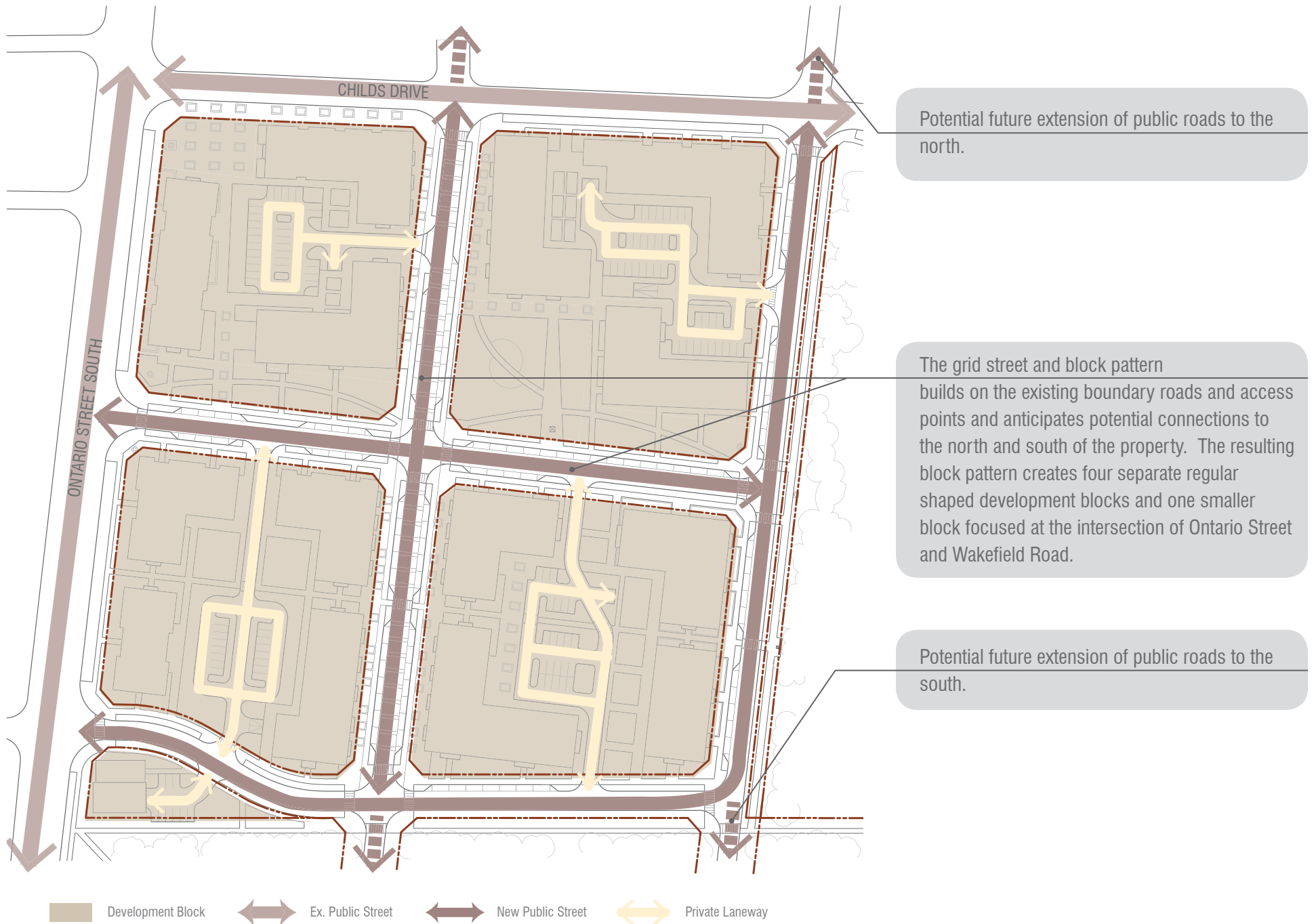
Mixed-Use Buildings

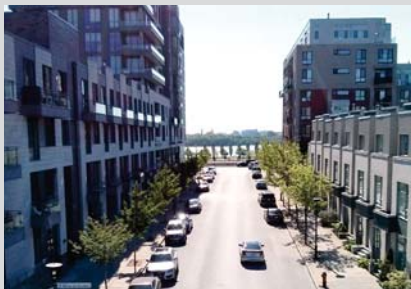
Public Art



VIEW OF THE LINEAR CENTRAL PARK

MASTER PLAN - STREETS & BLOCKS





Roads



Mixed-Use Development



Residential Buildings



MASTER PLAN - CIRCULATION



Sidewalks

provided on both sides of the public streets.

Walkways

within private open space are publicly accessible (POPS).

Walkways

within public parks and open space.

Enhanced trails

build upon existing trails or are combined with the sidewalk within a new road right-of-way to create an expanded pedestrian path.



Sidewalks



Private Laneways & Parking Areas



Pedestrian Corridors



Public Trails



MASTER PLAN - PUBLIC REALM & OPEN SPACE



Urban park

as an urban landmark and pedestrian gateway to the community.

A linear central park

defines the core area of the neighbourhood with street frontage along the south limit and building frontage along the north limit. This urban open space will be designed to support diverse activities and incorporate aspects of the local landscape character.

Streetscape

combined hard and soft landscape features to create an animated pedestrian zone that also supports the mix of uses located along the ground floor of buildings along Main Street.

Privately Owned Public Space (POPS)

provides landscaped areas through private development blocks that enhance connectivity and provide options for pedestrian movement throughout the site.



Urban Parks



Linear / Central Parks



Streetscapes



Privately Owned Public Spaces (POPS)



MASTER PLAN - BUILT FORM



All buildings

incorporate a 2-storey base that may be used for a combination of commercial, retail, institutional or community uses. The upper levels of all buildings may include a combination of market, rental, and/or community housing.

10 to 12 storey mixed-use buildings

lining both sides of Main Street, including a concentration of commercial/retail at the ground floor building base, is encouraged to create a vibrant neighbourhood focus.

Buildings provide transition

to the existing residential uses along the east and west sides of the property with the focus of the tallest buildings central to the site forming a 'Main Street' condition. Building height is reduced along Ontario Street South, in order to create a balanced transition from the western residential neighbourhood into the high-density residential development with commercial uses at the ground level along the central north-south corridor.



Mixed-Use Buildings



Community Use Buildings



Community Use Buildings



Residential Buildings



MIXED USES

The existing zoning for the Ontario Street Property is Urban Growth Centre Mixed Use (UGC-MU) which permits a mixture of residential (including high density residential uses) and commercial uses, which are detailed in the by-law. The Master Plan supports a mix of uses including, for example:

- Assisted living
- Dentists
- Doctors/clinics
- Day care, Child and youth services
- Retail
- Personal services
- Book store
- Restaurants/cafes
- Grocery store
- Professional offices
- Recreation/Social Services
- Region of Halton offices
- Seniors centre
- Women's shelter
- Seniors housing
- Market housing
- Rental housing
- Community centre
- Drop in centre
- Transitional/supportive housing

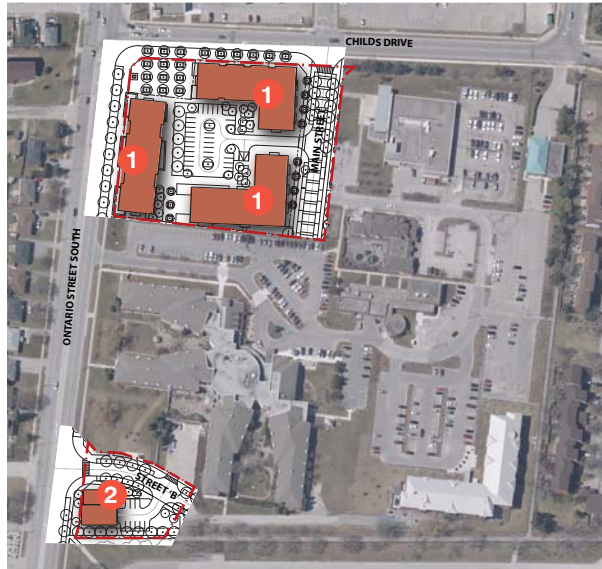
5.0 POSSIBLE PHASING SCENARIOS

In order to facilitate redevelopment of the property, and based generally on the Master Plan, any potential phasing strategy should be premised on a short and long-term vision and take into consideration:

- Existing uses on the property
- Location and condition of the existing buildings/facilities
- Existing long-term leases and agreements
- Existing infrastructure, site servicing and transportation capacity
- Construction staging
- Market conditions

The depicted phasing scenarios are provided as a conceptual illustration only of how the property may be developed over time. The final phasing plan will be subject to many factors, conditions and processes that will be fully considered at the appropriate time and ultimately, follow Council's direction.

PHASE 1 (5-10 YEARS)



- 1 Mixed Use
- 2 Paramedic Services, Police Services

The community gardens need to be relocated/ accommodated in another location (this would require coordination with the Town of Milton), to allow for the development of these mixed-use buildings. Depending on the market conditions at the time, the proposed buildings may be developed at the same or at different times.

A new building would be constructed in the southwest corner of the site to accommodate both Paramedic and Police Services. In this location, there is also the potential to implement a signalized intersection and/or a controlled access for the Paramedic/Police Services.

PHASE 2 (10-15 YEARS)

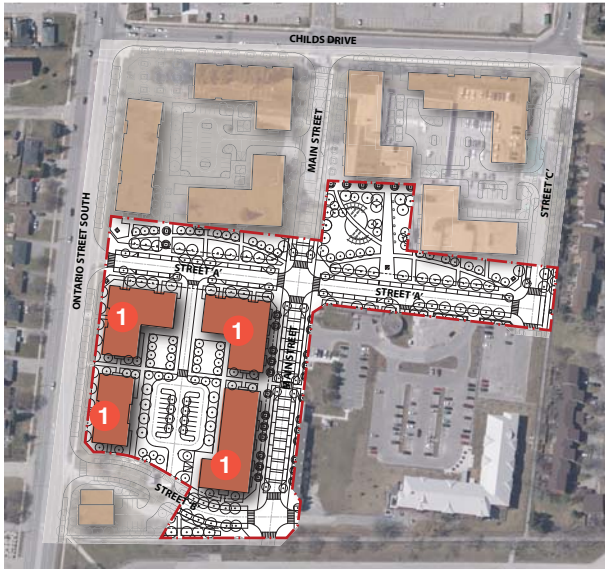


- 1 Mixed Use
- 2 Potential Allendale Long-Term Care Facility
- 3 Mixed-Use: Community Centre, Regional / Municipal Uses, Retirement Dwelling

With the relocation of the Paramedic/Police Services to the southwest corner of the site, the northeast quadrant may be developed. This would include the construction of a 8-10 storey (#2) to potentially replace the Allendale Long-Term Care Facility, and two mixed use buildings. The 8-10 storey building (#3) could provide space for the Seniors Activity Centre, the Women's Place and potentially, community/ seniors housing on the upper floors. The 10 to 12 storey building (#1) facing Main Street could contain retail/ commercial uses at ground level and residential uses on the upper floors.

A portion of Street 'C' would be completed to allow access to Childs Drive and to surface and underground parking. This includes the construction of the north portion of the trail adjacent to the Street.

PHASE 3 (15-20+ YEARS)

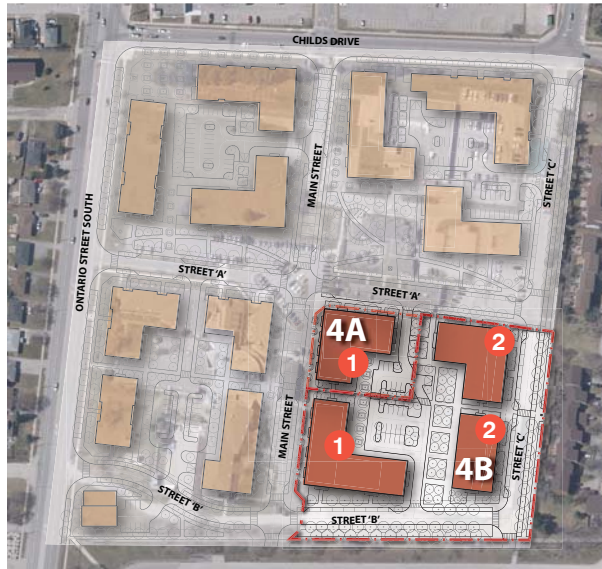


1 Mixed Use

With the relocation of the Allendale Long-Term Care Facility, the Seniors Activity Centre and Women's Place, the southwest quadrant may be developed. This would include the completion of Street 'A', allowing pedestrian and vehicular connectivity to Ontario Street and Childs Drive, the linear central park and four mixed-use buildings.

The four mixed-use buildings vary in height from 6 to 8 storeys along Ontario Street South to 10 to 12 storeys along the internal Main Street. Depending on the market conditions at the time, the proposed buildings may be developed at the same or at different times.

PHASE 4 (20+ YEARS)



1 Mixed Use

2 Residential Use

The southeast quadrant of the site is envisioned to be developed last as Martin House is a relatively new building. With this phase of development, the existing seniors housing would need to be relocated to within another building on the site (constructed in an earlier phase), or be replaced within this quadrant as Phase 4A. In this scenario, Phase 4B would then include the completion of the three remaining buildings and again, depending on the market conditions at the time, these buildings may be developed at the same or at different times.

APPENDIX B



An isometric architectural rendering of a city street scene, featuring various building footprints and stylized trees in shades of blue and grey. The scene is viewed from an elevated perspective, showing the layout of the urban environment.

REGIONAL MUNICIPALITY OF HALTON
ALLENDALE CAMPUS | MILTON

DEVELOPMENT GUIDELINES

AUGUST 2021

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PART 3 Development Guidelines

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The Allendale Campus is located within Milton's Downtown Urban Growth Centre, within its Major Transit Station Area (MTSA).

Downtown Milton
200

Combined Persons +
Jobs per Hectare

PART 1

DESIGN VISION, GUIDING PRINCIPLES AND OBJECTIVES

The Vision and Guiding Principles for the Regional Ontario Street Property, also referred to as the Allendale Campus site, are well established in the Regional Ontario Street Property Master Plan, 2017.



“ The Regional Ontario Street Property is envisioned to become a Complete, Transit-Supportive, Pedestrian-Oriented, Mixed-Use Community that is compact, vibrant and complements the character of the urban downtown through a long-term strategy that respects its existing uses and is sensitive to its surrounding neighbours ”

URBAN DESIGN PRINCIPLES

Density, Diversity, Mixed-Use

Maximizing the use of space and land, as well as the efficient use of resources and infrastructure are fundamental to creating sustainable and complete communities. Development of the Ontario Street property will include a concentration and mix of uses to achieve these objectives and to encourage accessibility to a diversity of users.



Pedestrian-Oriented / Transit-Supportive

Reducing car-dependency is a key objective and imperative to the creation of sustainable and complete communities. Development of the Ontario Street property will encourage and support alternative modes of transportation, including active transportation, transit and ride sharing opportunities.



Place Making

Designing meaningful environments that have a strong sense of place and identity is critical to the creation of successful and complete communities. The neighbourhood character of the Ontario Street property will include high-quality built form, vibrant streetscapes and inviting public spaces that considers natural and cultural heritage aspects, is connected to the surrounding urban fabric and provides opportunities for a rich community life.



FOUNDATIONS

The following design parameters are the foundations of the Master Plan and will be fundamental in the site's development.

Mix of Uses

Building upon the principle of Density, Diversity and Mixed-Use, the Master Plan will physically and functionally integrate a mix of uses on the site; input and feedback through the public consultation process also identified the community's and stakeholders' desire to include a mix of residential, commercial/retail, institutional and community uses on the site.

Intensification

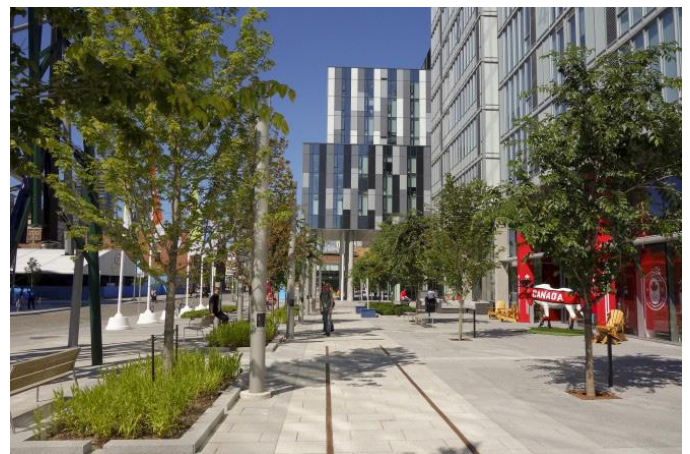
Building upon the principle of Density, Diversity and Mixed-Use, and recognizing the intensification objectives for Urban Growth Centres, the redevelopment of the Ontario Street property will include an increase in the number of buildings on the site to accommodate a mix and intensity of uses to achieve the Province's target of 200 persons and jobs per hectare. The Master Plan depicts the potential development of a variety of housing options, commercial, institutional and community service uses as well as the accommodation of existing uses on the site.

Street and Blocks

Building upon the principle of Pedestrian-Oriented, Transit-Supportive development, the arrangement of streets and blocks in the future development of the Ontario Street property will provide connections for pedestrians and cyclists and accommodate both cars as well as public transit. Street and block patterns, and the design of the public realm, including the built form interface, will be pedestrian-oriented.

Street Network and Active Transportation

Building upon the principle of Pedestrian-Oriented, Transit-Supportive development, streets will be connected within the site and to the surrounding road network; streets will include pedestrian and cyclist amenities that, combined with trails and open space links, encourage active transportation opportunities.





High Quality Urban Design

Building upon the principle of Place Making, the Master Plan will:

- Include unique, vibrant places, with a strong sense of identity (parks, plazas, courtyards, public streets, etc.)
- Create local destinations which attract a critical-mass of users and activities
- Create high quality built form and landscapes
- Create a linked network of parks and open spaces
- Configure parkland to support the diverse amenity needs of the community
- Create parks as focal points/gathering areas.



Transitions

Building upon the principle of Place Making, the Master Plan will provide transitions to surrounding neighbourhoods through:

- Built form design: height, massing, setbacks, step-backs.
- Landscape design: streetscape treatments, planted buffers/screens, opens space location and configuration.



Active Street Fronts

Building upon the principle of Place Making, the Master Plan will encourage active street fronts to create an animated and vibrant public realm; this will include:

- Locating mixed uses within the ground floor of all buildings
- Orientation of primary entrances and primary facades along street frontages
- Focusing active ground floor uses along the Main Street and around parks and open space
- Locating future transit stops in consideration of other active ground floor uses, parks and open space.

PURPOSE OF THE DEVELOPMENT GUIDELINES

The vision for Phase 1 development (refer to page 6) represents a coalescence of the vision, goals, structure and guidelines of the Regional Ontario Street Property Master Plan (Master Plan) and the existing and emerging policy context of Downtown Milton. Being located within the Town's Urban Growth Centre, it is essential that Phase 1 provides a compact, walkable form of development that includes for mixed uses and higher density built forms while being well designed and supporting broader objectives related to complete communities. Phase 1 is very significant in the implementation of the broader vision of the Ontario Street Property and the broader provincial, regional and local policy objectives.

Phase 1 will be implemented by several planning applications made to the Town of Milton, which will include Draft Plan of Subdivision, Site Plan Approvals, and possibly a rezoning application. Each subsequent Phase will follow a similar approvals process.

Accordingly, these Development Guidelines are intended to provide broad overarching urban design parameters during the planning approvals process. They also will assist with the implementation of the visions, goals and objectives of the Regional Ontario Street Property Master Plan.

These Development Guidelines do not seek to replace existing urban design policies and guidelines of the Town. Rather, these Development Guidelines seek to augment these policies and guidelines with site specific objectives related to Phase 1. They will also set general expectations for potential development partners as to the objectives of Phase 1.



PART 2

MASTER PLAN CONTEXT

As identified in the Master Plan, the subject site is part of the Phase 1 development scenario depicted under 'possible phasing scenarios' of the final report and consists of the lands located at the northwest quadrant of the Allendale Campus, where the existing community gardens are located. The current demonstration plan for these lands is consistent with the intent of the Master Plan and, as such, shows the potential development of buildings lining the streets, parking and service access located behind the buildings, a public street connection to Childs Drive, and a future public park along the south of the site.

SITE LOCATION AND OVERALL CHARACTER

The site is part of the Ontario Street Property, which is located in the Town of Milton, south of Highway 401, south of Main Street East, on the east side of Ontario Street South. With an approximate area of 1.2 hectares (3 acres), the site is currently used as a community garden.

Adjacent uses to the property include the Central Business District including the Milton Mall to the north, residential uses to the west, the Halton Regions Police Services and EMS to the east, and various senior facilities to the west and south.



Ontario Street South



Main Street

MASTER PLAN



DEMONSTRATION PLAN

Master Plan (Phase 1 site only)



An urban square addresses the corner condition; it is framed by mid-rise buildings and provides for pedestrian connection to the interior of the site.

A parking lot is located internal to the site.

The Master Plan envisioned buildings heights of 8 to 12 storeys.

Demonstration Plan

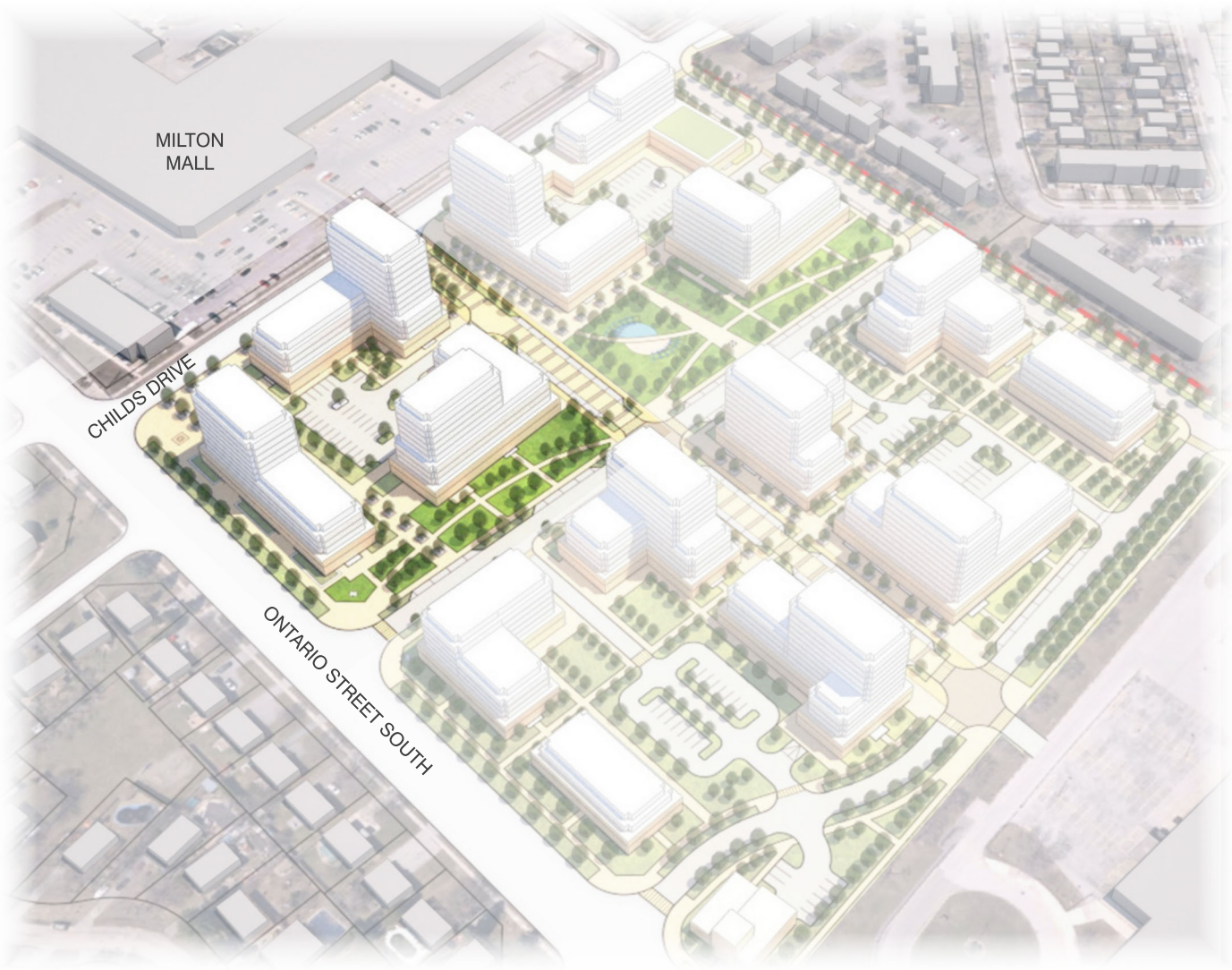


Built form addresses the street and frames the corner condition while providing the opportunity to create a landmark building to mark the 'gateway' condition.

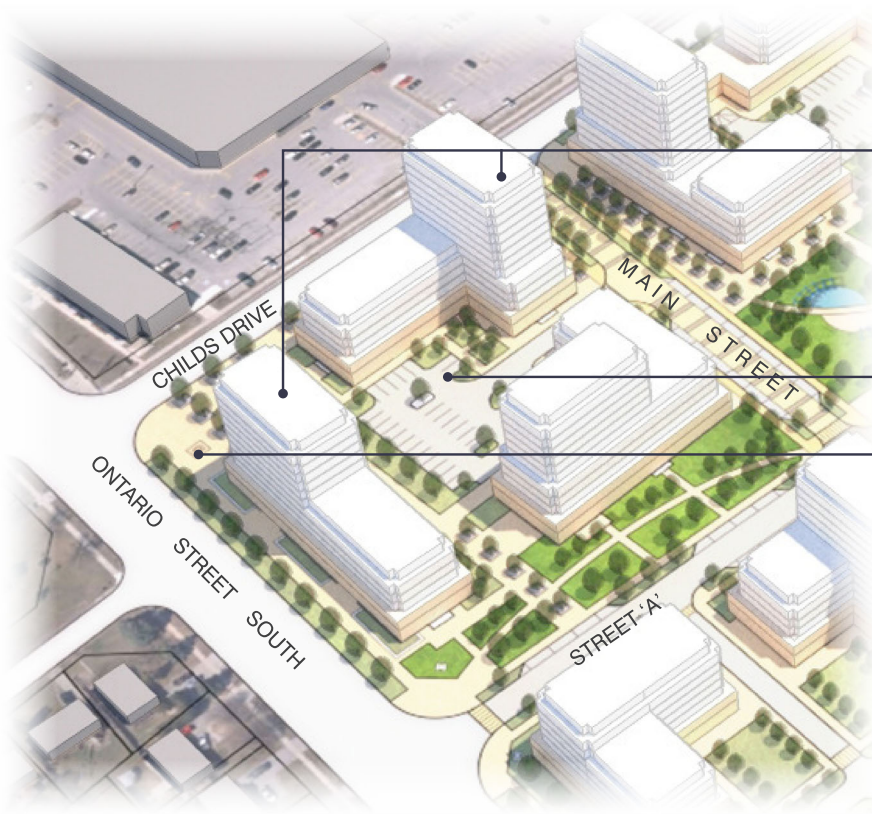
Internal courtyard / woonerf to be designed as a shared space for pedestrians, parking and service access.

Proposed building heights 8 to 12 storeys, subject to urban design guidelines, and applicable built form policies.

Master Plan - 3D model - South-west view



Master Plan - 3D model (Phase 1 site only)

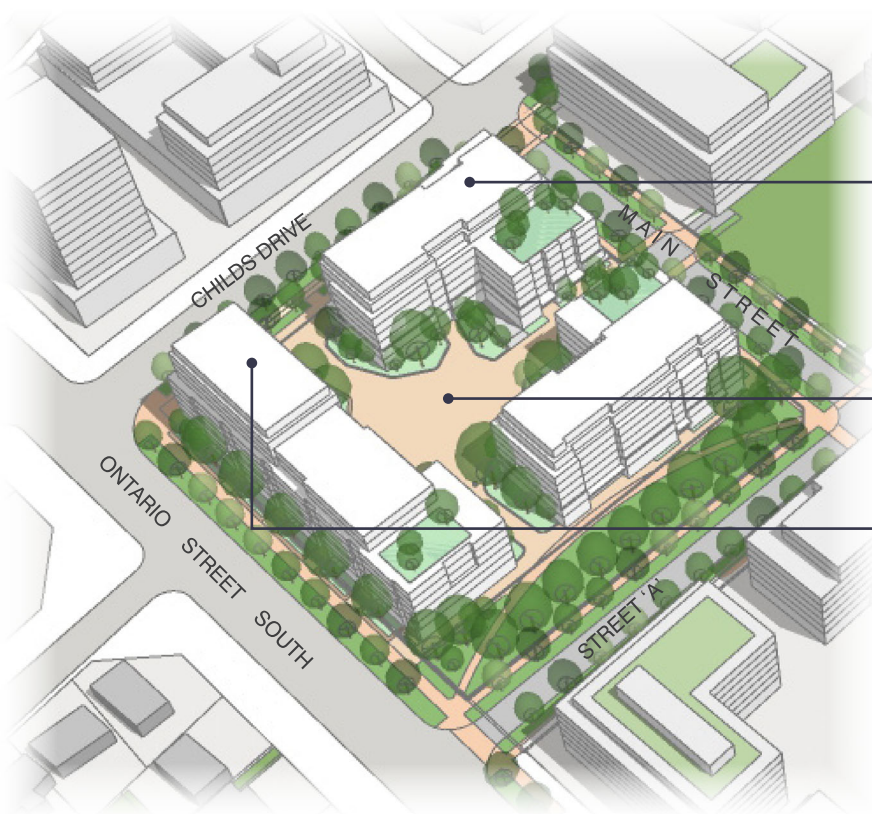


The Master Plan envisioned buildings heights of 8 to 12 storeys.

A parking lot is located internal to the site.

An urban square addresses the corner condition; it is framed by mid-rise buildings and provides for pedestrian connection to the interior of the site.

Demonstration Plan - 3D model



Proposed building heights 8 to 12 storeys, subject to urban design guidelines, and applicable built form policies.

Internal courtyard / woonerf to be designed as a shared space for pedestrians, parking and service access.

Built form addresses the street and frames the corner condition while providing the opportunity to create a landmark building to mark the 'gateway' condition.



Demonstration Plan

PART 3

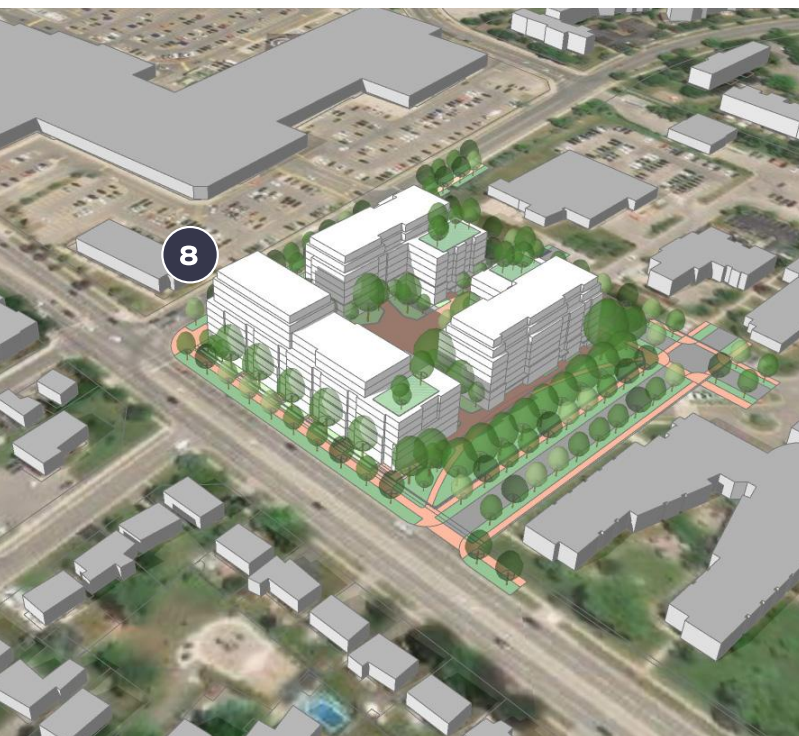
DEVELOPMENT GUIDELINES

The Development Guidelines provide direction for development proposals and build upon principles of animated streetscapes, transition to neighbourhood contexts, and creating pedestrian friendly environments established in the Master Plan as well as the Town's Mid-Rise and Tall Building Design Guidelines.

With reference to the development demonstration that is presented here, the following aspects and elements for design should be considered.

SITE LAYOUT AND DESIGN

1. Buildings should be located close to the street with principal elevations and active at-grade uses facing the street and any adjacent or in proximity open spaces.
2. Parking and access to parking structures should be located behind buildings and internal to the site.
3. Above-grade parking structures shall be lined with buildings / uses along the street.
4. Clearly defined, connected and accessible pedestrian walkways should be provided throughout the site and linked to adjacent open spaces.
5. The Town of Milton Trails and Cycling Master Plan Update (2014), Map 3.2 - Proposed Facility Types identifies a 'Proposed Multi-Use Trail' along Ontario Street South (Regional Road 25) and an 'On-road Signed Route' along Childs Drive. As well, there are two existing off-road trails that run along the east and south boundaries of the Allendale Campus. The development of pedestrian walkways should consider connections to the planned and existing trails and cycling network.



3D model of the demonstration plan within the existing context



3D model of the demonstration plan within the planned context (ultimate scenario)

BUILT FORM

Ground / Street Level

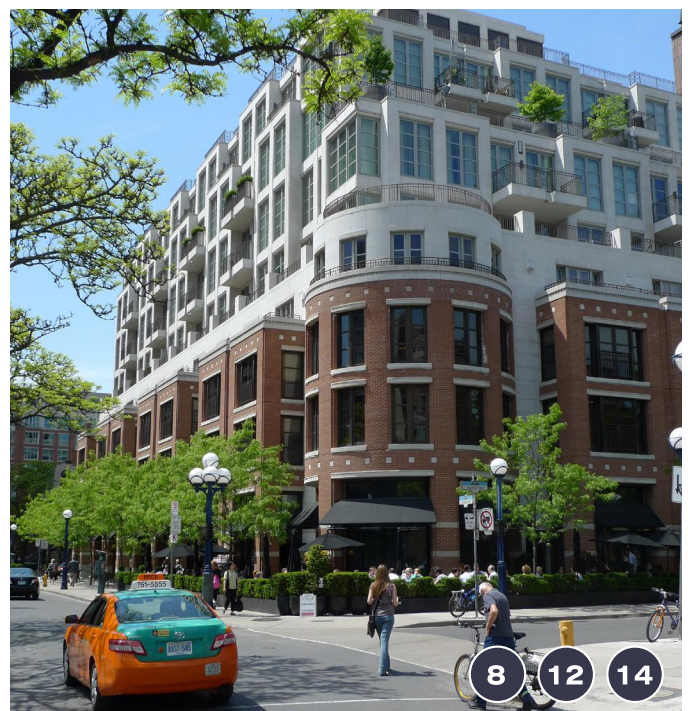
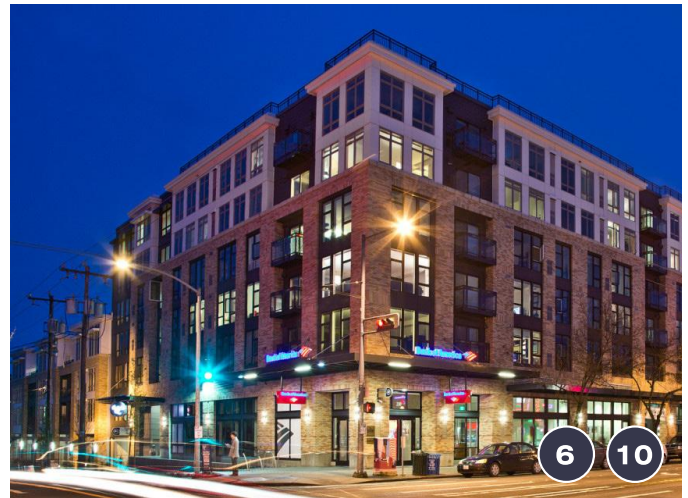
6. The ground level of the building(s) shall be animated with active uses and/or residential front doors and windows.
7. Buildings may be recessed at the ground level to create covered pedestrian walkways and spill out areas.

Building Orientation and Massing

8. Buildings should address the corner location (Ontario Street South and Childs Drive); and provide the greatest degree of height and massing to appropriately landmark the prominent location.
9. Buildings should limit / minimize shadow impacts on adjacent neighbourhoods and open spaces while allowing maximum sunlight penetration on the streetscape and adjacent open spaces.
10. Buildings should be oriented toward the (public) streets, providing a sense of enclosure and enhanced safety through 'eyes on the street'; this includes Ontario Street South, Childs Drive and the future 'Main Street' (north-south road).
11. Building massing above the podium / base should be stepped back 1.5m.

Building Articulation

12. The podium / base of the building may be differentiated from the rest of the building above through the use of different materials and colours.
13. Further articulation may employ balconies and variations in setbacks as well as changes in plane to create shadows and visual (vertical) breaks in the mass of the building.
14. The corner of the corner building may incorporate elements that distinguish it from the rest of the façade; this may include contrasting colour tones, variations in materials, changes in the façade plane, etc.





Façade Design

15. The use of balconies and changes in plane / materials / colour may be employed to articulate façades; balconies shall be designed as integral parts of the building (recessed balconies are preferred).
16. Façade treatments shall be consistent on all sides of the building that are visible to the public; blank façades are to be avoided.
17. Colours and materials should be coordinated between all buildings, with emphasis on the podium / base along the street.
18. A significant amount of the building base façade that faces the street / opens pace should include transparent (vision) glass.
19. Weather protection should be provided for building main entries.

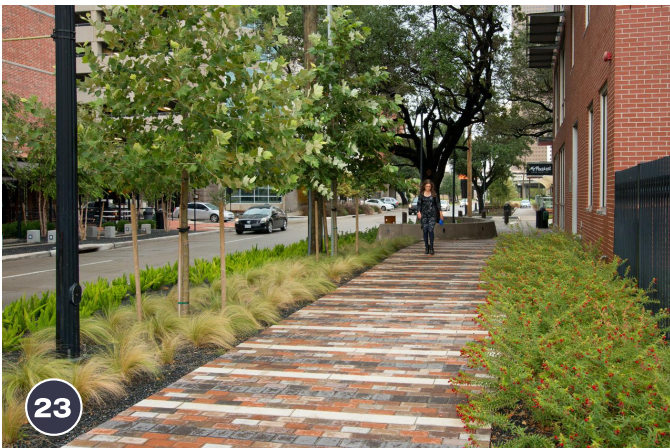


Roofs

20. Flat roofs may be used as private amenity / outdoor space.
21. Green roof technologies should be considered.
22. Rooftop mechanical equipment should be integrated with the building design and screened using materials that are consistent with the primary building materials.

STREETSCAPE / LANDSCAPED AREAS

23. To contribute to the urban canopy cover, all public streets will be lined with large, high-branching deciduous trees, spaced between 6m and 8m.
24. A diverse palette of large deciduous tree species should be planted throughout the site wherever space permits; these should be supported by appropriate planting conditions and soil volumes.
25. Opportunities to provide seating and street furniture along the public streets should be coordinated with the Town and also with the design of the buildings to ensure pedestrian areas and circulation are appropriately considered.
26. Internal driveways, small parking areas and access areas should be designed comprehensively and with a focus on pedestrian safety, pedestrian scale and usability (i.e. shared streets, landscape lanes, paved woonerfs).



SUSTAINABILITY

Planning and design initiatives that promote the Town's commitment to green innovation and sustainability should be considered at the earliest possible stages of development and carry through into detailed design. The following include some of landscaping and building design initiatives that should be considered.

Landscaping

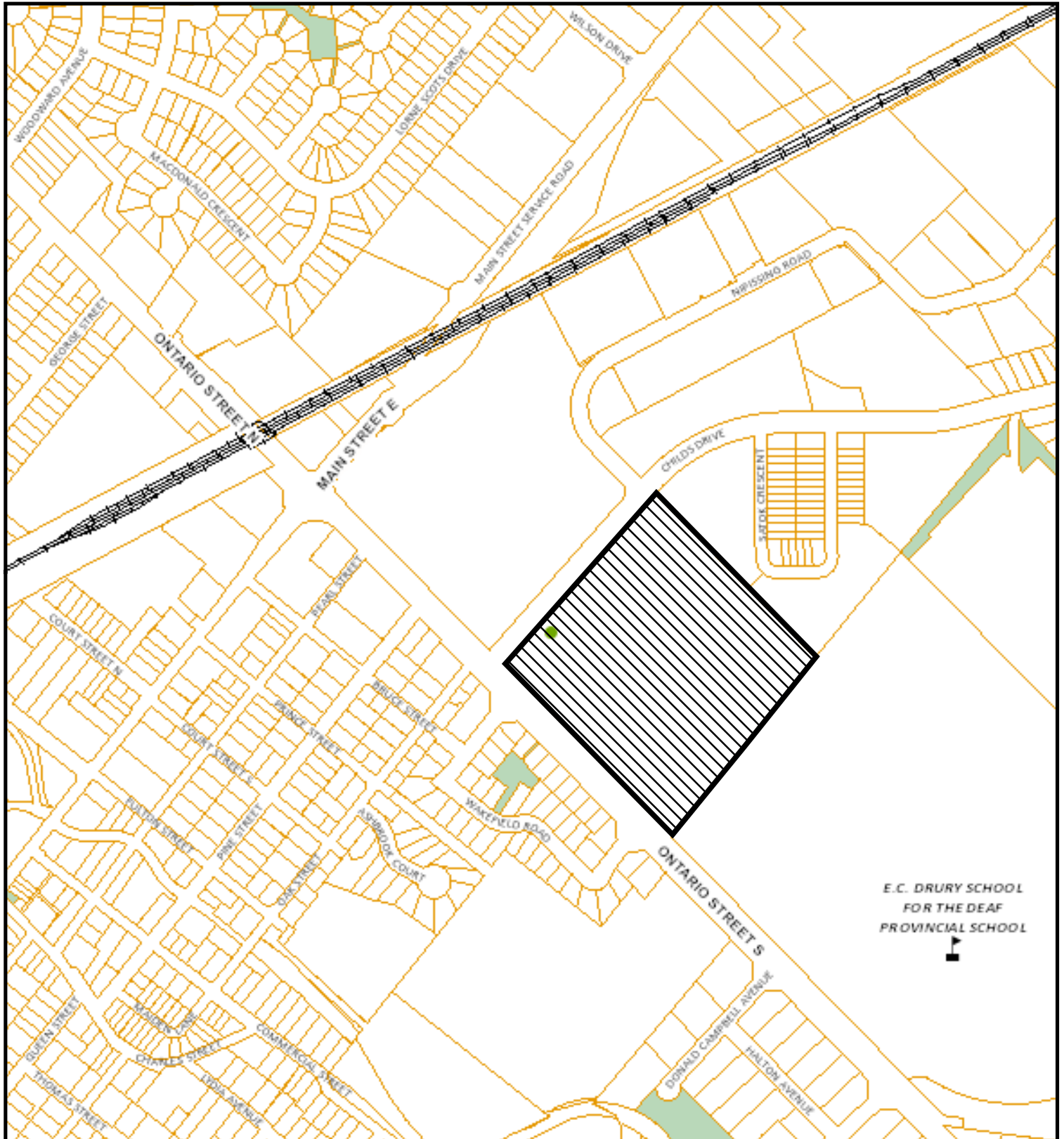
27. Passive landscaping and planting of the common outdoor areas should be incorporated to minimize local runoff.
28. Minimize the use of impermeable surfaces to increase groundwater infiltration.
29. Incorporate a planting strategy that promotes species diversity and resiliency through the use of:
 - Plant species that are native to the Town and Region, as well as tolerant of urban conditions - non-invasive, drought and salt tolerant, and low maintenance.
 - Deciduous canopy trees that will mature to provide micro-climatic benefits on site and enhance the urban forest at the broader community scale.
 - Plants that contribute to the site, year-round, 4-seasons.

Buildings

30. Although a significant amount of window is encouraged for the ground level, the overall window to wall ratio should be lower (less than 35%).
31. Consideration should be given to incorporating a prefabrication construction process.
32. Incorporate high efficiency systems to achieve a high level of sustainability throughout the lifetime of the project and beyond.
33. Minimizes the emission of carbon dioxide using wood as principal structural material.
34. Incorporate a VRF (variable refrigerant flow) for increased energy efficiency and energy savings, without compromising the thermal comfort of building occupants.
35. Incorporate a high efficiency ERV (energy recovery ventilator) system which provides better indoor air quality and reduces energy consumption.
36. Incorporate green roof systems.



FIGURE 1 LOCATION MAP



Council Meeting Date:
July 17, 2023

Scale: 1:9,027.98 File:

Development Services



Subject Property
Page 120 of 563

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Subject: Website Delegation Request - Peter Lambrick - Halton Federation of Agriculture

Hello Town Clerk's Staff,

Please note the following response to Delegate Request Application has been submitted at Thursday July 13th 2023 2:31 PM with reference number 2023-07-13-068.

<https://forms.milton.ca/Management/Response/View/8db314d4-feb6-4504-a63a-b03e13338dec>

Application Information

- **First Name:**
Peter
- **Last Name**
Lambrick
- **Email Address:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Street Address:**
[REDACTED]
- **Town**
Campbellville
- **Postal Code:**
[REDACTED]
- **Are you representing a group?**
Yes
- **Group Name**
Halton Federation of Agriculture
- **Town**
Milton

- **Council Meeting Date**
7/17/2023
- **Please indicate how you intend to participate during the Council Meeting**
In person
- **Please describe the issue you intend to present:**
Working in Milton- OP
- **Please describe specific actions you want Council to take:**
Thoughts on climate change,
Being more specific on economic activities in these rural areas.
An approach to have Agriculture as a named party to any further advisory meetings especially as the OP writing is about to begin.
- **Staff Report Number (if known)**
DS-039-23
- **Please provide your comments in support of or in opposition to the staff recommendation:**
Generally in agreement.
- **Do you give your permission to be audio and video recorded on the Town of Milton's live Council meeting stream?**
Yes I give my permission

[This is an automated email notification -- please do not respond]



The Corporation of the Town of Milton

Report To: Council

From: Andy Scott, Director, Strategic Initiatives & Business Development

Date: July 17, 2023

Report No: ES-009-23

Subject: 2023-27 Town of Milton Strategic Plan

Recommendation: THAT Council receive this report for information;
AND THAT Council endorse the 2023-2027 Town of Milton Strategic Plan as presented within ES-009-023.

EXECUTIVE SUMMARY

- Council have worked collaboratively to identify a series of practical and tangible priorities for this term of council.
- These priorities were informed by quantitative and qualitative data, and developed through a comprehensive strategic planning process.
- These priorities will drive progress towards the vision of Milton 2051.
- Almost all priorities and actions identified are already contemplated in the Town's fiscal planning.
- Priorities established are the focus of Council and staff for this term of council.

REPORT

Background

The intent of this report is to outline the 2023-2027 strategic priorities for this term of the Town of Milton Council. This strategic plan (Appendix A) is time-bound and sets out a series of deliverables which are deemed necessary to support our progress towards the long range vision of Milton in 2051.

A Strategic Plan creates a shared vision for Council and staff. The plan will serve as the building blocks for advancing the Milton 2051 vision through activities and initiatives aligned to each of the strategic themes.

Background

Developing the Strategy

The strategy is underpinned by a range of quantitative and qualitative research and analysis.

Research included:

- An update to the Town's community profile that incorporated the 2021 census data.
- A statistically valid community survey ([ES-004-23](#))
- Focus groups
- Prior research conducted to inform topic specific masterplans and strategies
- Service delivery focused indicators and the adoption of an annual reporting cycle
- External scan of provincial and federal policies, and white papers which might impact local municipal government
- An environmental scan of research and thought leadership conducted by a range of institutes that outline municipal historical trending and future considerations

Council members participated in facilitated readiness and strategy sessions, underpinned by this key information, throughout the strategic planning process.

Throughout this term of Council's orientation program, key community and corporate information was embedded to share relevant information. Additionally, Council participated in an information session to introduce the strategic planning process, followed by two readiness sessions. A joint Council and Senior Leadership Team strategic planning session was also conducted in late April 2023.

Discussion

Proposed Strategic Framework

The plan's framework updates our corporate vision and mission statement to align with Council's previously approved planning vision ([DS-005-21](#)). This planning vision is foundational to the Town's Official Plan update. Alignment between our corporate vision and our growth planning ensures municipal service delivery today and future growth planning link with the future vision of the community.

The strategy includes a four-year practical vision to help the municipality prioritize the types of work needed at this point of time, that will move us forward and contribute to the Milton 2051 vision. As part of the practical vision, five strategic themes emerged with each theme having a series of 'imperatives' or critical results that must be achieved for the desired level of progress.

Discussion

The strategic themes identified are:

- Invest in People
- Innovate in Technology & Process
- Quality Facilities & Amenities
- Connected Transit & Mobility
- Planned Community Growth

The data driven rationale for each is as follows:

Invest in People

- The Town's workforce is the single most important organizational asset. As the Town has grown over the last 20 years, the municipal workforce has grown in order to deliver the necessary programs and services across the community. From 2004 to 2022, the total number of FTE's employed by the Town increased from 257 to 652. However, when applying a rate per 1,000 residents, the number of FTE's available to provide programming and service delivery has actually reduced from 5.7 FTE's per 1,000 residents in 2004, to 4.6 FTE's per 1,000 residents in 2022.

The Town's workforce will need to grow as the community grows, and the demand for service increases. Future recruitment is critical to meeting service delivery needs, but it must be built upon a foundation of employee retention. The Town must ensure its workforce is highly skilled and motivated, able to service the needs of an increasingly diverse community, and be flexible to the changing geographic and community composition.

Over the last three years our full time voluntary turnover rate has increased from 2.50% in 2020 to 6.49% in 2022. While a voluntary turnover rate between 5% and 8% is considered healthy for an organization, the Town is experiencing ongoing recruitment and replacement challenges. Job vacancies are becoming harder to fill with a greater number of employees exploring employment options while employers offer new and emerging value propositions to attract talent. Vacancies create a burden on maintaining service delivery and customer service demands.

Innovate in Technology & Process

- There has been a macro level trend over the last 20 years to deliver services and information digitally. The local community has expressed a similar desire over a similar time period. In 2013, a community survey was conducted which found 33% of residents accessed municipal information primarily via the Town's website. In 2023, this has increased to 60%. How people interact with a municipality or access services has evolved to a digital-first focused approach.

Enhancements in technology and process improvements are critical to the Town's ability to scale service delivery in line with the anticipated growth in the local

Discussion

population while also maintaining excellent customer service. 77% of residents report satisfaction in both the overall quality of service, and the quality of online services provided by the Town.

Quality Facilities & Amenities

There is a need to maximize the use of the Town's existing facilities and amenities to ensure full use from a programming and service delivery perspective.

Residents across Milton demonstrate a high degree of satisfaction with the existing parks and sports fields (87% satisfied) and indoor facilities (79% satisfied). Maximizing the availability of these facilities and amenities will be of particular importance as Milton experiences an increase in the number of young adults (19 to 24) coming to our community to engage with our new post-secondary institutions. Additionally, this age group will access our municipal facilities and services, therefore plans will need to be developed to consider their needs and use patterns.

When asked about service levels relative to taxation, 22% of respondents suggested the Town should add new services and facilities (beyond anticipated growth levels) even if it means an increase in taxation and user fees. 44% suggested service levels should be maintained, with a further 34% suggesting service levels should be reduced to maintain the same levels of property tax and user fee rates.

Connected Transit & Mobility

Historically, the Town is below municipal comparators for public transit. . A metric used frequently across public transit system operators is the *hours of service offered per year, per capita*. Most comparable communities offer one hour of service per capita per year, the Town of Milton has typically offered around 0.3 hours per capita per year.

When asked via the community engagement survey, almost half of all respondents (48%) suggest the single biggest issue facing residents today is linked to transit and mobility.

42% of residents report satisfaction with the service offered today. These results suggest there is a strong desire from the community to make enhancements to our existing transit service a priority.

In addition, as Milton continues to grow and expand our transit-oriented neighbourhoods, the need to enhance our transit system must grow proportionately.

Lastly, post-secondary students are proven to be high public transit users, and with a Council identified priority to increase the presence of post-secondary partners in Milton, the service will need to adjust to meet these rider needs.

Discussion

Planned Community Growth

Community growth and development in Milton is expected to undergo a transitional phase within this term of Council with approved mixed-use, higher density uses across Milton. The Mobility Transit Study Areas (MTSAs) around the Milton Go Station (Uptown) and the Milton Education Village are areas expected to see significant construction activity within the next 5 to 10 years that will drive population and economic growth within the community. Early estimates suggest that Milton's population could be approximately 190,000 residents by 2027 with approximately 11,000 more dwellings (Source: Environics analytics - 2022 estimates).

55% of respondents to the community survey suggested they were dissatisfied with the way in which growth is being managed. Similarly, 40% of all respondents identified development and infrastructure as the single biggest issue facing the community.

Milton's approach to growth is deliberate and planned, with a focus on the right uses in the right places.

Appendix A outlines the strategic imperatives to support advancing each of the strategic themes. These strategic imperatives are the medium term focus to progress the community towards the long term vision of Milton. Staff will prioritize these strategic imperatives, dedicating time, resources, and effort in achieving these over this term of council.

Next Steps

Subject to Council's approval of this Strategic Plan, staff will begin implementation by incorporating the strategic themes into departmental business plans, budgets, work plans. Additionally, a reporting and performance methodology will be developed, outlining a set of key performance indicators. A communication plan has been developed to support a two-phase launch of the Strategic Plan, with a focus of launching the plan after endorsement of this report, with a broader internal launch once the plan has been incorporated into our annual business planning approach.

Financial Impact

The initiatives that are reflected within the proposed four-year practical vision have largely been considered in the Town's existing budget and forecast, along with the Town's fiscal impact study. Based on the prioritization process undertaken as part of the strategic planning process, the timing that was previously reflected may require adjustment. In some instances, additional or new costing information may also be required to ensure that Council's expectations are achieved.

Appendix B is attached, and provides capital and operating budget implications in relation to the strategic imperatives, where feasible, and based on the information that is available

at this time. In many instances, these estimates will be further refined as the projects proceed to more detailed phases of implementation.

The initiatives that are expected to require a notable capital investment during the four-year period include the transit maintenance facility, the civic precinct and a number of investments technology enhancements. These same items will also result in operating budget and property tax rate impacts, as will several of the other anticipated investments in services envisioned in the plan.

In the short term, the Town's most recent approved budget projected pressure on the Town's local property tax rate of 8.24% and 7.64% in 2024 and 2025, respectively. Since the time of those projections, further financial pressures has been identified in relation to inflationary pressure on services and infrastructure as well as legislative changes such as increases to the minimum wage. As such, in order to progress on priority items during this term of Council, further growth in the Town's property tax rates and/or the deferral or cancelation of other projected investments may be required.

In the longer term, the most recent fiscal impact study projected the gradual reduction in the Town's infrastructure funding deficit over a 20-year period, and continuation of the existing service levels during that timeframe. Expansion of services, including a new transit facility, civic precinct and investments in technology were all incorporated into that projection. The results showed an average annual property tax increase of 5.5% during the first ten years and 4.3% per year overall. These average amounts may be higher due to the recent spike in inflationary pressures, but overall are not expected to be materially affected by the priorities that have been confirmed through the strategic planning process.

Respectfully submitted,

Andy Scott
Director, Strategic Initiatives & Business Development

For questions, please contact: Andy Scott

Phone: Ext. 2103

Attachments

Appendix A – Strategic Plan Vision, Themes and Imperatives Document

Appendix B – Estimated Financial Impacts

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer



Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



Strategic Plan Vision, Themes, and Imperatives

Appendix A

Council Report: ES-009-29

July 17, 2023

Strategic Vision and Mission

Strategic Vision

In 2051, Milton will be a safe, diverse and welcoming community that respects its natural beauty and heritage, supports a range of neighbourhoods, sustains a strong and balanced economy, and offers outstanding opportunities to live, learn, work and play.

Mission

We provide excellent and sustainable municipal services to foster a vibrant and inclusive community where residents thrive, businesses flourish and nature is cherished.

Why a Practical Vision?

What needs to happen over the next four years to make Milton 2051 a reality?

- A Practical Vision is a specific description that aligns strategy with your long-term vision.
- This helps us prioritize the types of work that will move us forward.
- This creates a bridge to budgeting, informed by specific priorities defined by SMT.
- It is not a marketing slogan or communication product.
- Specific yet flexible.
- Our focus for discussion:
 - Is this the intent of what we collectively meant?
 - Does this answer your strategic questions?
 - What do you want to change?

Practical Vision: 2023-2027

By 2027, Milton will have laid the foundation for its future as a diverse and welcoming community defined by higher densities enabled by transit.

This foundation will include transit system advancements, prioritized infrastructure, quality facilities and a diverse housing stock in varied neighbourhoods where people can live and work close to nature.

The Town will maintain its appeal and character for residents and employers while adjusting services, operations and development to reflect evolving resident preferences, demographics and growth.

Practical Vision: Theories of Action

1. Investing in staff development **will** make the Town a magnet for diverse and talented people who deliver superior service and productivity during a period of rapid change. We have transitioned to a more permanent, balanced and highly skilled workforce commensurate with the requirements of our strategy.
2. Focused and substantial investments in technology, process improvements and meaningful partnerships **will** enhance customer service, embed sustainable practices and help us flatten long-term costs.
3. The arrival of postsecondary institutions Conestoga College and Wilfrid Laurier University **will** help Milton become a more complete community where students can learn, work and contribute to our economy.
4. Accelerated investments in Milton-owned transit assets **will** help us connect to other services, increase transit ridership and help pedestrians and cyclists better navigate a community defined by smart density, placemaking, mobility and economic development.
5. Fully funding parks, facilities and other municipal assets **will** allow us to maintain, operate and improve the quality and safety of sites residents value.
6. Building infrastructure **will** support the changing needs of our community as we prepare for higher density, mixed-use neighbourhoods that offer an excellent quality of life.

Strategic Assumptions

1. Strategy execution will not be materially impacted by legislative/structural changes, economic conditions, or other material disruptions (pandemic).
2. Staff and leadership will be stable.
3. Growth will continue close to forecast.
4. Residents will have sufficient buy-in.
5. Council will have discipline to focus on the strategy.
6. Financial investments will match strategy.
7. Federal and provincial governments will provide adequate support for plans.
8. Conestoga and WLU will build in MEV.
9. Technology costs will rise to 2027 and not increase to service levels.
9. Technology investments will require additional FTEs in the short term.
10. Increased investments in Human Resources and people development.
11. Civic Precinct will not be fully complete by 2027.
12. Investment in new facilities will depend on the use of existing facilities.
13. Some actions and investments in master plans will be slowed down.
14. Digital service delivery will be priority where possible.
15. Residential property tax rates will rise over the next 15 years to align with GTA average.

Strategic Themes

1. Invest in People
2. Innovate in Technology & Process
3. Quality Facilities & Amenities
4. Connected Transit & Mobility
5. Planned Community Growth

Invest in People

We will invest in a more permanent, balanced and highly skilled workforce required for Vision 2051, making the Town of Milton an employer of choice where diverse and talented staff are able to offer superior service and productivity in a period of rapid change.

Strategic Imperative

Create and execute a plan to attract and retain a workforce which:

- Meets the needs of our community today and tomorrow
- Supports the achievement of our practical vision
- Supports current/future service delivery and exceptional customer service

Innovate in Technology & Process

We will focus substantial investments in technology, process improvements and meaningful partnerships to improve customer service, embed sustainable practices and create a foundation for flattening long-term costs.

Strategic Imperative

Determine what opportunities exist today, which programs & services would benefit from digitization/modernization and what are the core priorities which advance our:

- Digital Strategy
- Customer Service Strategy
- Information Governance Strategy
- Technology enhancements identified in existing master plans

Quality Facilities & Amenities

We will deploy adequate and consistent resources to maintain, operate and intensify the use of parks, facilities and other Town-owned assets, improving resident safety and quality of place.

Strategic Imperative

- Create a roadmap for adequate and consistent investment that supports the operation and maintenance of Town infrastructure, facilities and assets
- Maximize the use of Town-operated facilities
- Use established service level targets to determine the threshold for future resource investments and infrastructure

Connected Transit and Mobility

We will accelerate investments in Milton-owned transit assets so these connect to other services, increase transit ridership and help pedestrians and cyclists navigate our community defined by smart density, placemaking, mobility and economic development.

Strategic Imperative

- Build a municipal transit facility
- Develop a plan to grow local transit service in line with anticipated population growth
- Strategically advocate for Metrolinx to improve inter-municipal transit connectivity in Milton
- Build upon Milton Transit's 'family of services' to increase ridership and support the post-secondary student population
- Expand the active transportation network to encourage alternative forms of transportation

Planned Community Growth

We will plan and build infrastructure that supports the changing needs of our community as we prepare for a future with higher density, mixed-use neighbourhoods that offer an excellent quality of life.

Strategic Imperatives

- Finalize the new Official Plan
- Develop a transitional neighbourhood parking strategy
- Partner with post-secondary institutions to support the new post-secondary population and transition graduates into the local economy
- Our focus:
 - Immediate: Uptown the Milton GO Station area; Civic Precinct
 - Medium term: Milton Education Village and Trafalgar
 - Long term: Britannia and Agerton

ES-009-23 - 2023-2027 Corporate Strategic Plan
Appendix B

Strategic Theme	Examples of Specific Projects	Estimated Capital Cost	Estimated Annual Operating Impact	Comments
Invest in People	People Strategy including Talent Strategy and Development, Leadership Development, Workforce Planning etc.	231,106		Further recommendations and requirements may result in future capital and operating impacts.
Innovate in Technology & Process	Human Resource Information System Project - Phase 2	1,604,159	59,000	
	Next-Generation 911 (NG911)	1,155,458		Operating Impacts will be further refined as project progresses.
	IT Strategic Plan	157,822		Recommendations from study may result in future capital and operating impacts.
	Building Public Portal Implementation	1,000,000		Operating Impacts will be further refined as project progresses.
	Financial System Update	3,500,000	55,000	
	Property Tax System Update	1,967,713	194,354	
Quality Facilities & Amenities	Maximize Utilization of Town Operated Facilities		10,897,000	Operating impact reflects the staffing requirement from the fire master plan (COMS-003-21), and will be refined through the budget process to reflect progress-to-date as well as the requirements of other program areas.
	Civic Precinct	36,458,744		Operating Impacts will be determined as project progresses.
Connected Transit & Mobility	Transit Master Plan	221,151		Recommendations from study may have future capital and operating impacts.
	Transportation Master Plan	282,064		Recommendations from study may result in future capital and operating impacts.
	Transit Maintenance Facility	49,558,811	1,169,657	
Planned Community Growth	Official Plan	814,961		Study costs shown, resulting growth will have further capital and operating impacts.
	Trafalgar & Agerton Secondary Plans	3,319,955		Study costs shown, resulting growth will have further capital and operating impacts.
	Britannia Secondary Plan	3,255,455		Study costs shown, resulting growth will have further capital and operating impacts.



The Corporation of the Town of Milton

Report To: Council
From: Jill Hogan, Commissioner, Development Services
Date: July 17, 2023
Report No: DS-039-23
Subject: We Make Milton - Working in Milton Policy Considerations Report
Recommendation: **THAT Council receive Report DS-039-23 for information;**

AND THAT the recommended Policy Considerations for the theme of Working in Milton be endorsed by Council and that they be used to guide subsequent stages of We Make Milton - Milton's new Official Plan.

EXECUTIVE SUMMARY

- Council endorsed the Policy Considerations for the **Living in Milton** theme in June 2022 and the **Moving in Milton** theme in June 2023.
- This report identifies the Big Questions for the third theme, '**Working in Milton**', and is requesting Council endorsement of these Policy Considerations to be used to develop policy through Stage Four of the We Make Milton project, Drafting and Discussing.

REPORT

Background

The We Make Milton project includes five project stages:

- Stage One - Listening and Learning
- Stage Two - Vision and Guiding Principles
- Stage Three - Big Questions
- Stage Four - Drafting and Discussing
- Stage Five - New Official Plan

The work undertaken in Stage One and Stage Two resulted in the creation of a new land use planning Vision Statement and Guiding Principles that were endorsed by Council in February 2021 through Report DS-005-21. They have been used to guide the development of Policy Considerations through the Big Questions stage.

Background

We Make Milton Stage Three - Big Questions

Following Council endorsement of the new planning Vision Statement and Guiding Principles in February 2021, Stage Three of We Make Milton was initiated. The purpose of Stage Three is to investigate and understand the current planning context of Milton in more detail and to explore specific land use planning matters raised by the community so far, including how they can be addressed by our new Official Plan.

The Big Questions focus on identifying the Policy Considerations for local planning opportunities and challenges, which emerged from the feedback of stakeholders and the community through extensive engagement in Stages One and Two. These Policy Considerations will guide the development of the new Official Plan in Stage Four (Drafting and Discussing).

To organize information and explore community ideas about key land use planning issues, a series of We Make Milton reports is being prepared. The reports are focused on four themes - Living, Moving, Working and Growing. However, it is noted that there is crossover between themes.

For each theme, two separate reports were prepared, for the purpose of facilitating additional discussion with the community, updating and informing Council and setting guidance for drafting the New Official Plan. This includes:

1. A 'Background and Information' Report (Appendix 'A'), which provides an overview of the planning context of Milton as well as an analysis of community and stakeholder input received so far. It leads to a series of Big Questions about how to manage change and provide more choice for the year 2051, following our new land use planning vision and guiding principles, endorsed by Council.
2. A 'Policy Considerations' Report (Appendix 'B'), which provides an exploration of the Big Questions and the identification of various Policy Considerations, that link to the Council-endorsed Guiding Principles, intended to answer the Big Questions and that are to be considered as the New Official Plan is drafted in the next stages.

The "Living in Milton" and "Moving in Milton" themes of Stage Three were endorsed by Council in June 2022 and June 2023, respectively. The last theme of "Growing in Milton" will be completed later this year.

Discussion

Working in Milton

When it comes to Working in Milton, residents are concerned about the availability and ability to work regionally, locally and from their homes. Residents and businesses want flexibility and certainty when it comes to employment opportunities. They also prefer to work closer to home and to have good transportation and transit connections. Businesses are concerned about the availability of land for employment and the sustainability of their premises. Our rural residents value the protection of agricultural lands for future food production and rural businesses favour opportunities to support economic diversification and viability. Infrastructure planning is also crucial to expand and support choices for Working in Milton.

The theme of Working in Milton will explore options for the new Official Plan to support and facilitate a balance of employment choices for present and future generations.

Big Questions and Policy Considerations

In June 2023, Staff released the Working in Milton Big Questions Reports for community and technical advisory review and comment. The engagement process and the feedback received are summarized later in the report. The Big Questions Reports included six Big Questions and seventeen Policy Considerations. These updates have led to a total of eighteen Policy Considerations. An additional Policy Consideration was added to address the issues of minerals and aggregates. Some changes were made to the draft Policy Considerations, including additional guidelines to be considered and the refinement of language and context to clarify and elaborate the meaning of the Policy Consideration. The final Big Questions and Policy Considerations for Working in Milton are:

Big Question 1: Support Employment Base and Businesses

How can the new Official Plan policies protect Milton's existing and future employment base?

Working in Milton Policy Consideration 1.1:

- The new Official Plan must continue to protect existing and future employment areas to attract new businesses and ensure the diversity of the Town's employment base.

Working in Milton Policy Consideration 1.2:

- The new Official Plan should consider the trend in the local and provincial labour pools when creating policies to support the local employment base and businesses.

Big Question 2: Accommodate a Spectrum of Industries and Businesses

How will the new Official Plan policies accommodate and attract a spectrum of industries and businesses?

Working in Milton Policy Consideration 2.1:

- The new Official Plan should ensure employment lands provide sufficient space to attract, retain and expand industrial uses, knowledge-based businesses and the cultural, service and hospitality sectors.

Working in Milton Policy Consideration 2.2:

- The new Official Plan should encourage diverse employment lands that increase employment opportunities and support the Town's economic growth and competitiveness.

Working in Milton Policy Consideration 2.3:

- The new Official Plan should protect, expand, and support employment areas in mixed-use districts, campus institutions, and a provide variety of jobs and services to increase the diversity of employment uses.

BQ3: Formulate Flexibility and Adaptability

How can the new Official Plan policies sustain and foster future employment growth through flexibility and adaptability?

Working in Milton Policy Consideration 3.1:

- The new Official Plan Policies must sustain and foster future employment growth through flexibility and adaptability.

Working in Milton Policy Consideration 3.2:

- The new Official Plan could enable opportunities for small independent businesses, non-profit organizations, and employers in arts and culture who are at risk of displacement due to redevelopment, rising rents, insecure tenures, and competition for space.

Working in Milton Policy Consideration 3.3:

- The new Official Plan Policies should support economic development opportunities for shared location, flexible workspace arrangements, and alternate ownership models to

Discussion

increase the viability of commercial areas and to address the displacement of small businesses, city-serving industrial, community-serving spaces, and First Nations.

BQ4: Achieve a Sustainable Environment in Employment Area

How can the new Official Plan policies for employment areas address the impacts of a changing climate and develop approaches to reduce greenhouse gas emissions and improve air quality?

Working in Milton Policy Consideration 4.1

- The new Official Plan Policies must ensure that Employment areas planned for industrial and manufacturing uses shall provide for separation or mitigation from sensitive land uses to maintain the long-term operational and economic viability of the planned uses and function of these areas.

Working in Milton Policy Consideration 4.2:

- The new Official Plan must prepare policies for climate change; reduce greenhouse gas emissions; plan for more resilient, environmentally sustainable, and complete communities; and support sustainable development such as low impact development, district energy, and water conservation measures in our employment areas.

Working in Milton Policy Consideration 4.3:

- The new Official Plan shall promote green innovation, green infrastructure and low-impact development strategies for employment areas.

BQ5: Encourage Employment Intensification outside Employment Areas

How will the new Official Plan policies encourage employment intensification in mixed-use areas and Strategic Growth Areas such as the MTSA, Downtown Milton, Milton Education Village and other nodes in our community areas?

Working in Milton Policy Consideration 5.1:

- The new Official Plan must direct major office and institutional developments to the Town's current and future Major Transit Station Areas and Strategic Growth Areas.

Discussion

Working in Milton Policy Consideration 5.2

- The new Official Plan should protect and expand areas for compatible employment uses in neighbourhoods, fostering more complete and walkable transit-supportive neighbourhoods with a mix of housing, jobs, shops, and services.

Working in Milton Policy Consideration 5.3

- The new Official Plan should explore opportunities to increase employment through the intensification of employment lands and commercial sites.

BQ6: Support and Expand Rural Employment

How will the new Official Plan policies support and expand existing and future employment concerns in our rural areas?

Working in Milton Policy Consideration 6.1:

- The new Official Plan must protect employment and economic activities in our prime agricultural areas for long-term agricultural use while enabling the agri-food sector to thrive.

Working in Milton Policy Consideration 6.2:

- The new Official Plan should create a healthy, integrated and viable rural area that builds on rural Milton's character, infrastructure, amenities and assets, including reliable broadband internet and the expansion of infrastructure to encourage employment.

Working in Milton Policy Consideration 6.3:

- The new Official Plan policies must protect prime agricultural areas for all types, sizes and intensities of agricultural uses, agriculture-related uses, and normal farm practices.

Working in Milton Policy Consideration 6.4:

- The new Official Plan policies must identify and protect adequate mineral aggregate reserves for long-term use, while minimizing any adverse environmental impacts.

Discussion

Summary of Engagement

Engagement is a crucial part of We Make Milton. Stage Three (Big Questions) provides significant opportunities for the community to stay involved.

Engagement on the Official Plan Review began in late 2021. Engagement involved obtaining feedback from Town staff, the public, stakeholders, community leaders, and local organizations, agencies, and advisory committees/task forces.

A summary of community engagement activity is provided below.

We Make Milton Public Engagement Online (Ongoing)

- The Let's Talk Milton website has served as the main platform for public engagement and input into the Official Plan project since its launch. The Feedback Forum remained open throughout the We Make Milton - Official Plan project and continued to receive comments from across the OP review's themes.
- The Working in Milton policy background report Appendix 'A' and Policy Considerations Appendix 'B' were shared on Let's Talk Milton on May 29, 2023.

Technical Advisory Committee Meetings (March 1, 2023 and June 12, 2023)

- Staff established a Technical Advisory Committee (TAC) to obtain technical advice and to help identify and resolve planning issues. TAC members include staff from the Town of Milton, Halton Region, conservation authorities, the Niagara Escarpment Commission, school boards and other relevant agencies. The TAC met to provide input on Big Questions and Policy Considerations. Staff adjusted reports based on TAC feedback before further public consultation.

Working in Milton Survey (May 29 to June 21, 2023)

- Members of the public were invited to have their say about the Policy Considerations identified for each Big Question through an online Let's Talk Milton survey.
- The survey was promoted using social media posts, social media ads, notices in the Chamber newsletter, media stories, website posts, printed flyers, digital signs, and more.
- The responses to rural concerns indicate more preferences for protecting existing agricultural uses than diversification of employment uses.
- A record of the survey participants and responses is provided in Appendix C'.

Stakeholder Engagement

- The We Make Milton team continues to engage with a variety of key stakeholders, using direct communication with those identified as having a unique interest in the OP review.
- Staff expanded the stakeholder list developed at the beginning of the OP project.
- Stakeholders were invited to participate in the public information sessions, the survey and all other avenues, while we also offered to hold sessions for stakeholder groups upon request. For this phase, the Downtown Milton Business Improvement Area requested a stakeholder engagement meeting. This meeting was held on June 6, 2023.

Public Virtual Feedback Sessions (June 8, June 14 and June 19)

- Virtual Public Feedback sessions provided an opportunity for discussion in more detail than is possible using the online survey.
- The virtual sessions used various tools to collect feedback, including verbal comments shared over Zoom and the Zoom chat tool. Morning, afternoon and evening sessions were held in June.

Public in-person Session (June 20)

- A Public in-person feedback session provided an opportunity for discussion in person at Town Hall.
- The session collected feedback through voting with sticky dots and comments after the presentation in the Milton Room.

Summary of Participation - Working in Milton:

Overall, survey respondents were in favour of the Policy Considerations identified in the Working in Milton survey. The public engagement sessions and stakeholder meetings gave productive conversation that provided more context into community concerns related to Working in Milton, resulting in an additional Policy Consideration and refinement to existing considerations. Staff will continue to engage with the public and stakeholder groups through the project's next phases. The shareholder and public sessions saw good representation from a reasonable cross-section of different stakeholders and community interests.

Discussion

Next Steps

Based on the input received, it is recommended that all of the refined Policy Considerations identified for the theme of Working in Milton be carried forward and used to inform subsequent stages of the new Official Plan project. As we advance into Stage Four (Drafting and Discussing), there will continue to be opportunities for the community to help us draft, discuss, and refine new land use planning policies based on these recommended policy directions. In the coming months, Staff will be undertaking the same process for the themes of Growing in Milton, and we look forward to collecting additional feedback and input on these important policy areas.

Following the completion of Stage Three (Big Questions), late summer/early fall this year, Stage Four (Drafting and Discussing) will commence.

The New Official Plan will be brought forward in two parts. The first part will set the high-level vision, strategic goals and objectives, and strategic policy directions in the form of a new municipal land use structure and growth management strategy. The second part will be fully implementing Milton's New Official Plan through more detailed and area-specific land use policies.

Financial Impact

There is no financial impact associated with this report.

Respectfully submitted,

Jill Hogan

Commissioner, Development Services

For questions, please contact: Anthony Wong, Senior Policy
Planner

Phone: Ext. 2565

Attachments

Appendix 'A' - Working in Milton Background and Information Report

Appendix 'B' - Working in Milton Policy Considerations Report

Appendix 'C' - Working in Milton Survey Results

Approved by CAO

Andrew M. Siltala

Chief Administrative Officer



Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



WE MAKE MILTON

Working in Milton
Big Questions:
Background & Information



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I. Introduction

The Working theme is one of four themes resulting from the vision for our New Official Plan. Working in Milton focuses on how people work in and around Milton. It looks at how our new Official Plan will implement key employment-related directions identified by stakeholders and various provincial, regional, and local policies. It will also consider the Town's Strategic Plan and Economic Development Strategy, as well as other aspects, including planning sustainability, community design and employment needs in urban and rural areas.



Figure 1. Official Plan Road Map for the Working in Milton Paper.

This paper will discuss land use planning matters related to how we work in Milton and how employment needs will be accomplished. The Working theme looks at how our new Official Plan will support employment for Miltonians while addressing current and future planning challenges, such as changing local and regional dynamics. This new planning vision will help people find meaningful jobs in Milton through a comprehensive land use and economic development approach.

A separate Working in Milton Big Questions section complements this document. The Big Questions Report looks at current provincial, regional, and local policies to address working opportunities and challenges. This Working in Milton, background reports will be used for our next engagement and consultation meeting with the community. In the context of our new planning vision, a robust strategy for creating sustainable employment land is anticipated to be planned for 2051.

II. A Brief History of Working in Milton

The first inhabitants of Ontario were members of the Indian Clovis culture, followed by the Archaic Indians. Their lifestyle was based on a hunting and gathering economy. The Milton area is the traditional home to the Haudenosaunee and Anishinaabe. By the late Woodland Period, 1,000 A.D. to 1615 A.D., the people of Southern Ontario became full-time farmers. When Europeans arrived in the 1600s, French traders allied with the Huron-Wendat. In the early 1700s, the Anishinaabe, including the Mississauga, began migrating to southwestern Ontario. Today, Indigenous residents make up 1 percent of Milton's population. Milton is on the traditional lands of the Mississaugas of the Credit, part of the Anishinaabe Nation that extends from the Niagara peninsula across Hamilton, Halton and Toronto to the Rouge River Valley.

In 1805, Mississauga chiefs and the Crown agreed to an amendment to Treaty 13, signing the deal in 1806 as Treaty 14. Also known as the Head of the Lake Purchase, Treaty 14 included most of

the land within Milton. The Ajetance Purchase (Treaty 19, 1818) consists of the northern part of Milton. In the years after each treaty, the land was surveyed into separate lots for farming. The cessation of Britain's war with the Americans and French (in Europe) saw an increased interest by the British in the land that was to become Canada. The years after 1814 saw thousands cross the Atlantic to start new lives. Most of the settlers in Halton were English, Irish, or Loyalists. More land was opened for settlement to provide these people with places to settle. After the first wheat crop was harvested, it was sent to be ground and often exported. Whether it appeared in the form of staves or barrels, lumber and wheat remained Halton's primary sources of revenue until the late 1800s. By 1820's, settlements grew and specialist shops like blacksmiths and tinsmiths opened, followed by taverns, churches and schools. English settler Jasper Martin built a gristmill on 16 Mile Creek in 1821, and Milton grew around it. Other villages grew nearby, including Campbellville.

By 1853, small manufacturing establishments began to appear. Several communities had foundries producing agricultural implements. Lime kilns went into production along the Niagara Escarpment. The villages of Milton Heights and Peru became the centres of industrial rather than farming communities. From the 1850s until 1877, a lumber mill and sawmill operated in the area.

The 1870s were years of economic depression in Canada. A decade later, lumber and wheat peaked as profitable enterprises, but the County had learned to diversify. Tourism, market gardening and fishing took on new importance. Increased centralization spelled near death for places like Omagh and Brookville. Nevertheless, the railway fueled industries after its opening in Milton in 1879. Early industry in Milton consisted of the Milton Pressed Brick Company, beginning in the 1880s, and the P.L. Robertson screw factory in 1908.



Heritage Height was traditionally famous for quarrying and producing building materials such as lime, limestone and bricks, which started in the 1880s. These industries were of provincial significance and employed hundreds of people in the Milton Heights and Peru areas. In addition, the materials produced were used in many of the buildings in Milton and facilities throughout Ontario. These were substantial industrial operations for their time and attracted considerable immigration to Milton.

In the decade between 1970 and 1980, Milton was still a rural community with modest population growth, increasing from about 10,000 to 30,000. Between 1980 and 2000, development in Milton was frozen due to servicing capacity constraints. In short, Milton was based on a stream-based wastewater system and had maximized their Ministry of Environment allocations. As a result, the Town was denied expansion consideration for almost two decades. In 2000, the Town installed two large pipes connecting to Oakville; one for moving water in and one for transporting it back to the city for treatment.

With this new infrastructure, it became apparent to development experts that once a proper lake-based system was introduced, the bulk of economic growth would be in the Greater Toronto Area. Land availability has always been abundant, and because of Milton's relative location to Toronto's Pearson International Airport and Highways 401 and 403, explosive growth occurred. Geographically, Milton provides a corridor to and from Toronto

while offering direct passage routes to Buffalo or Windsor. Milton also contains the intersecting C.N. and C.P. rail lines, further enhancing the Town's capabilities to serve as a logistical warehouse depot.

On Nov. 22, 2021, the Canadian Transportation Agency (CTA) released its decision to approve C.N.'s application for railway line approval as part of C.N.'s proposed Milton intermodal facility. A \$250-million logistics hub is contemplated to be constructed next to its main rail line in Milton.

Today Milton continues to grow and cultivate our export clusters, bolster the start-up Ecosystem, build Milton as a premier destination for diverse talents and establish its brand as the preferred place to live, move, work and grow.

III. Working in Milton Today

A. Guiding Policies

The new Official Plan will help implement policies for Working in Milton guided by documents from provincial, regional and municipal governments and agencies. Each document plays its role in guiding how this happens in Milton. The Impact of these documents on Working in Milton is summarized in Table 1 below.

Table 1: Summary of Guiding Policies affecting Working in Milton.

<i>Provincial</i>
The Planning Act (2023) Consolidated
A Place to Grow: Growth Plan for Greater Golden Horseshoe, consolidated 2020
Greenbelt Plan, 2017
Niagara Escarpment Plan, consolidated April 2021
Provincial Policy Statement, 2020
Draft Provincial Policy Statement, 2023
<i>Regional</i>
Region of Halton Official Plan, Interim Office Consolidation of the Regional Official Plan November 4, 2022
Halton Region Employment Survey 2021
<i>Local</i>
Milton Official Plan Office Consolidation March 2023
Milton Economic Development Strategy 2022-2026
2017 Milton Land Base Analysis
November 2022 Statistic Canada Census of Population Data

B. Existing Employment Statistic

Source: Council Memo Dec, 2022 Census of Population.

Milton sits at the center of the GTA West labour pool (Peel and Halton Region), which as of 2017, totalled over 1,162,000 workers and represented approximately 35% of the GTHA's total labour force. Milton is a dynamic, modern, innovative urban centre with a growing population of nearly 130,000 and a highly-skilled labour force of 62,635 people. Set against the backdrop of the Niagara Escarpment within the Halton Region, Milton is well-situated at the center of one of Canada's most significant technology clusters, the Ontario Innovation Corridor. Milton's knowledge-based job growth has consistently exceeded the provincial average since 2011. Part of its appeal is its location at the centre of the second-largest technology cluster in North America.ⁱ

1. Milton Workforce

Milton is home to one of Ontario's most educated workforces. Located at the center of Canada's largest technology cluster, Milton attracts high-achievers in knowledge and technology-based fields. Active and engaged, they seek highly competitive positions and networking opportunities with top-tier employers.

Milton, Ontario's workforce comprises young, passionate, STEM-educated individuals and is home to one of Ontario's most educated workforces. The STEM-educated individuals comprise 27.5% of people in Milton aged 25 to 64 with a postsecondary certificate, diploma or degree in this field. Engineering and engineering technology was the largest sub-category at 12.8%. Across Halton Region, Milton surpasses in the fields of science and technology, engineering, and healthcare.ⁱⁱ

Figure 3. Milton's education statistics.

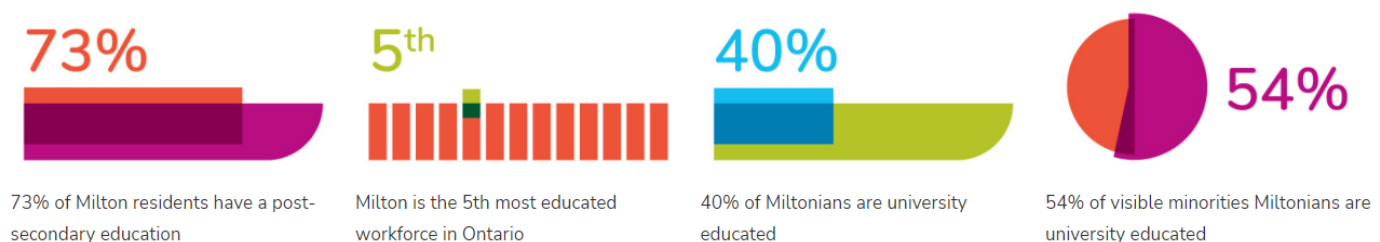


Table 2: Labour Force by class of workers and broad age groups, Milton, 2021.

NUMBER OF WORKERS				
	15-24	25-64	75 and over	TOTAL
Total Labour Force	5,905	54,770	1,955	62,635

Source: Statistic Canadian Census, 2021.

2. Employment and Unemployment Rate

In 2021, Milton had an employment participation rate of 71.1% and an employment rate of 63% - ranked the highest among Halton Region. However, Milton's employment rates have dropped since 2016, while unemployment rates have increased, which can be attributed to the lay-offs and shutdowns during the COVID-19 pandemic. Interestingly, the 65 and over age groups have experienced a significant increase in unemployment rates. This may result from early retirement due to the employment impacts of the pandemic.

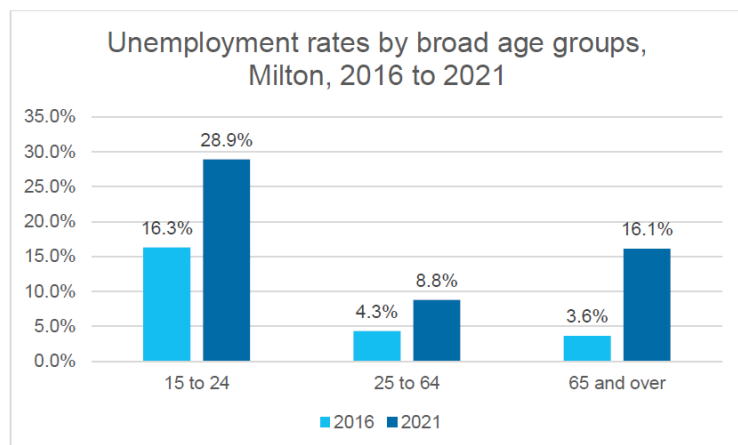


Figure 4. Milton Unemployment Rate 2016 & 2021.

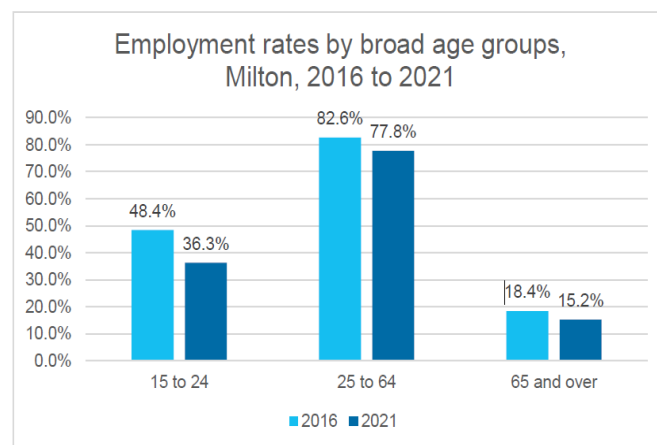


Figure 5. Milton Employment Rate 2015 & 2021.

a) Reasons why Milton residents did not work during 2020.

The graphs below feature the main reasons why Milton residents did not work during 2020.

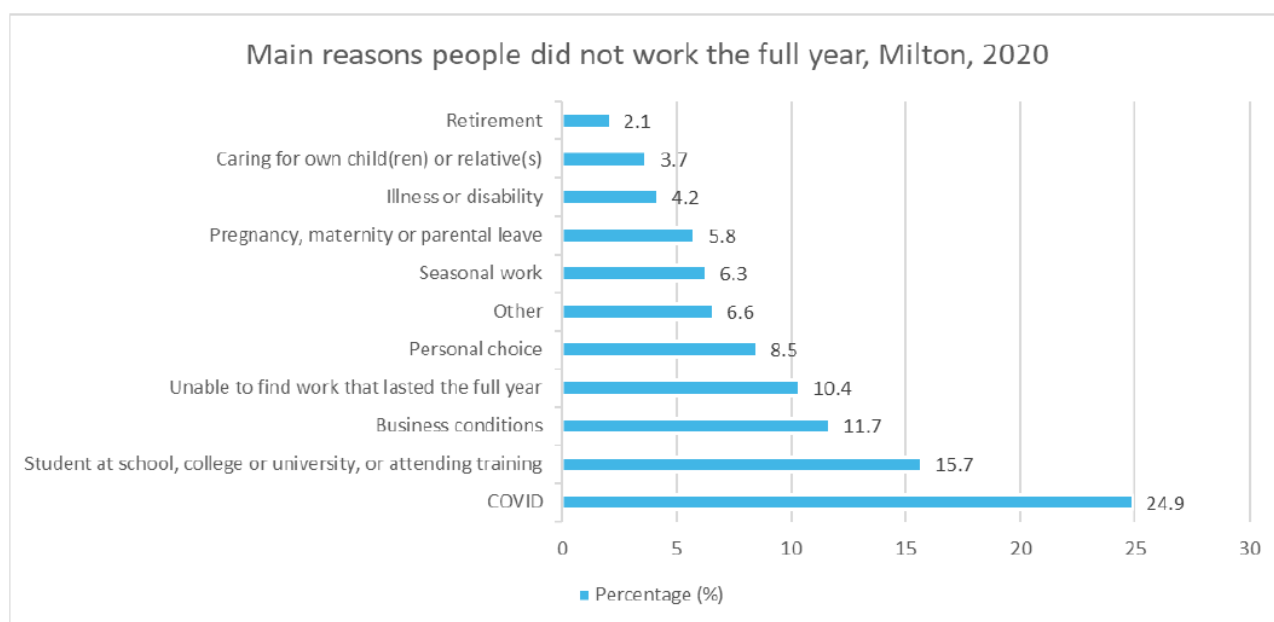


Figure 6. Reasons for not working in 2020.

3. Milton Businesses

Milton is home to over 3,500 businesses. Nearly 70% of businesses have fewer than five employees, which points to Milton's thriving entrepreneurial community.

Table 4 below illustrates Milton's class of workers, with 14.6% of the employed labour force being self-employed, a 3.8% increase since 2016. ⁱⁱⁱ

Table 3: Milton's Class of Worker.

Class of Worker	Total							
	Count	%	Count	%	Count	%	Count	%

Total employed labour force	62,635	100	5,905	100	54,770	100	1,955	100
Employee	53,485	85.4	5,615	95.0	46,635	85.1	1,235	63.2
Self-employed (incorporated and unincorporated)	9,150	14.6	290	4.9	8,140	14.9	720	36.8

Source: 2021 Census.

4. Employment by Industry

Milton is home to a variety of industries. Milton can play to its strengths by supporting its large and many small businesses in established clusters such as Professional, Scientific, and Technical Services (PSTS); Green Innovation; Advanced Manufacturing; and Transportation and Logistics clusters. These sectors provide jobs up and down the income and education spectrum, meaning their growth can contribute to social equity and upward mobility.

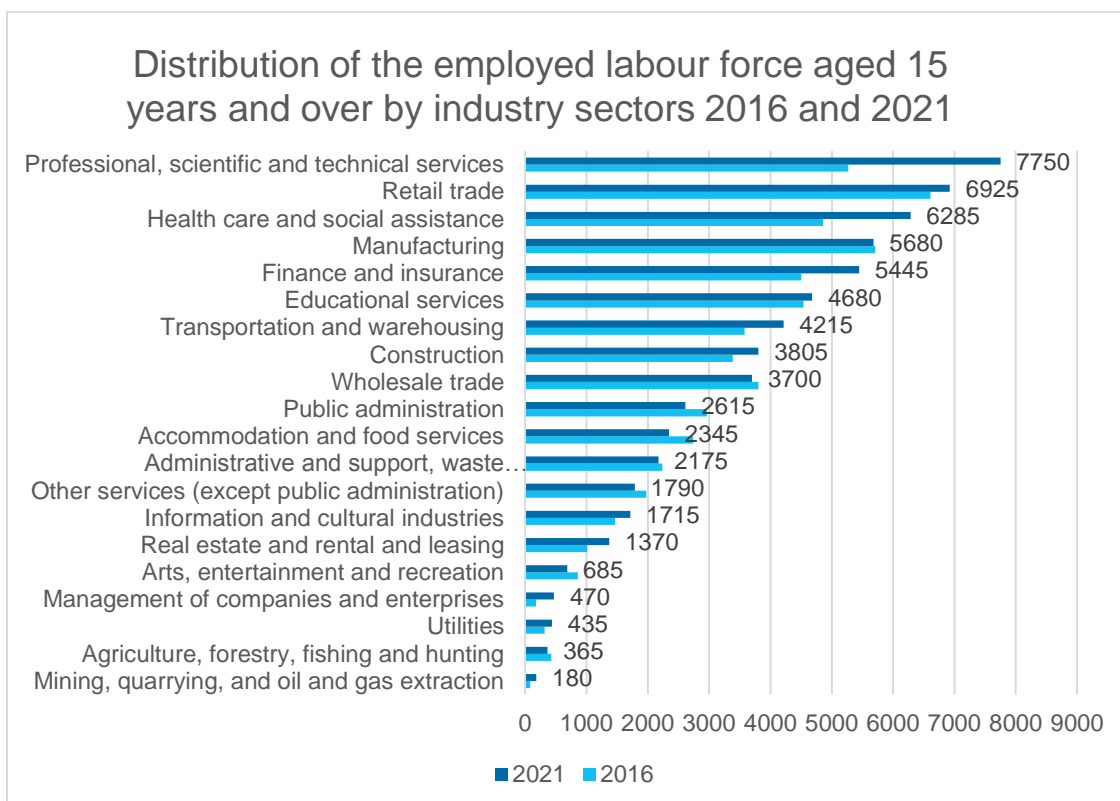
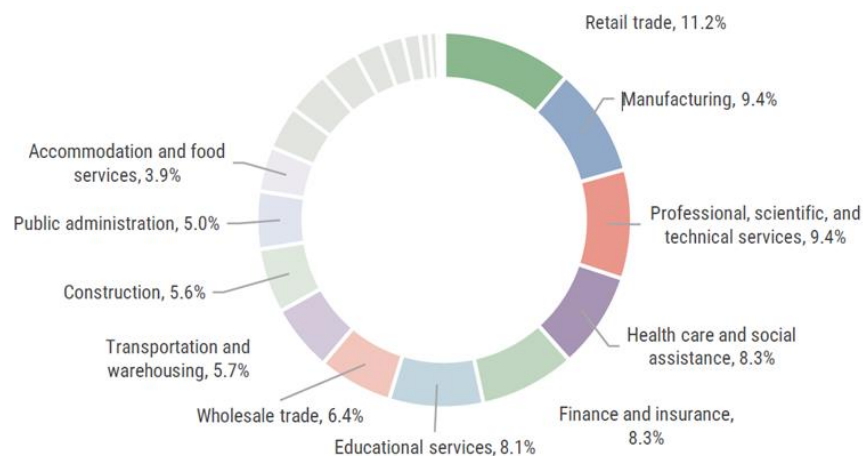


Figure 7. Employed Labour Force by industry 2016 and 2021. Source: Statistic Canada Census, 2021.

a) Major Industries in Milton

Retail trade, manufacturing, and professional services are Milton residents' three largest employment industries. These four industries employ almost a third (30.0%) of Milton residents.

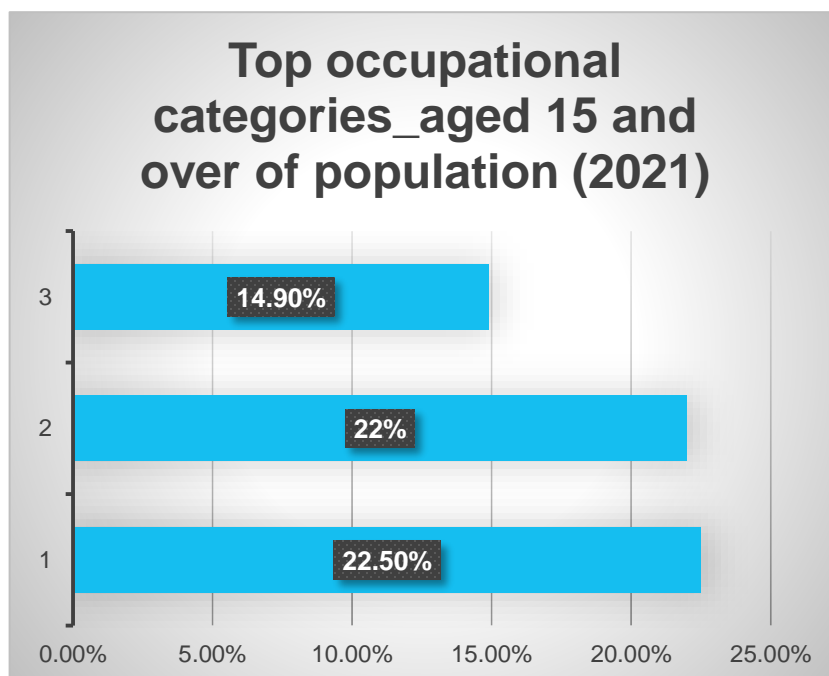
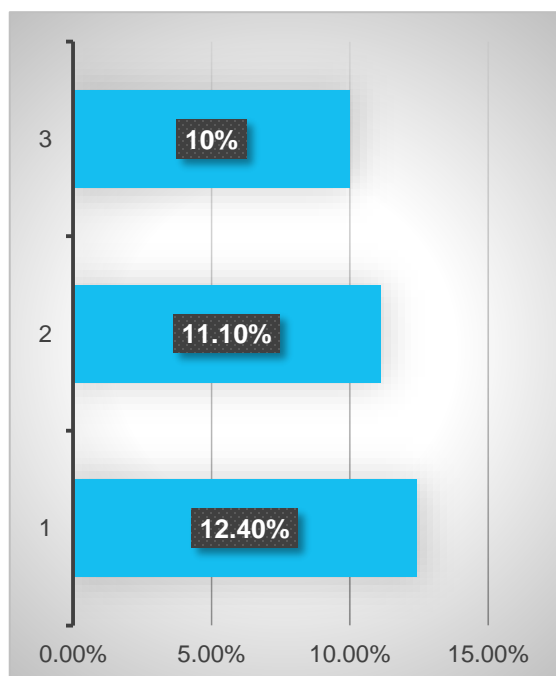
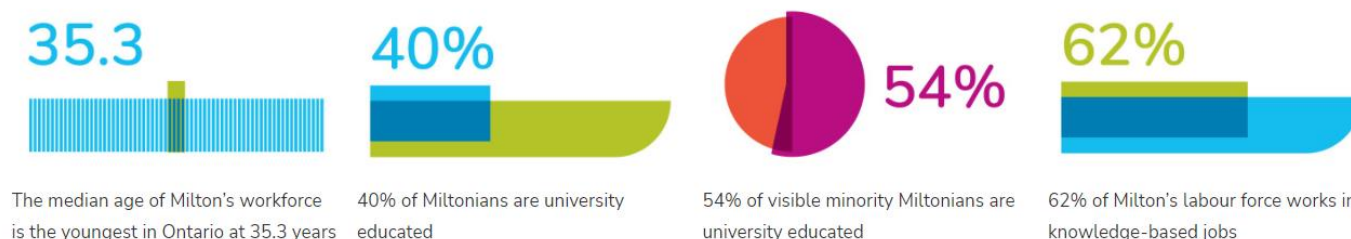
Figure 8. Major Industries in Milton.



894 businesses operating in 2020 were identified as closed in 2021, while 847 businesses were newly identified in 2021, resulting in a net decrease of 47 businesses between 2020 and 2021.

Professional, Scientific and Technical Services employed labour force in Milton has significantly increased since 2016 by 3.1% (2,480 people).

Figure 9. Workforce statistics in Milton.



Figures 10 and 11. Graphs representing Milton's industry and occupation data.

5. Female Labour Force

Milton and Halton Hills are tied for the largest female workforce among comparable communities. Milton has a female workforce participation rate of 66.1% and a 57.2% employment rate. However, while Milton and Halton Hills may be tied, Milton has more than double the female

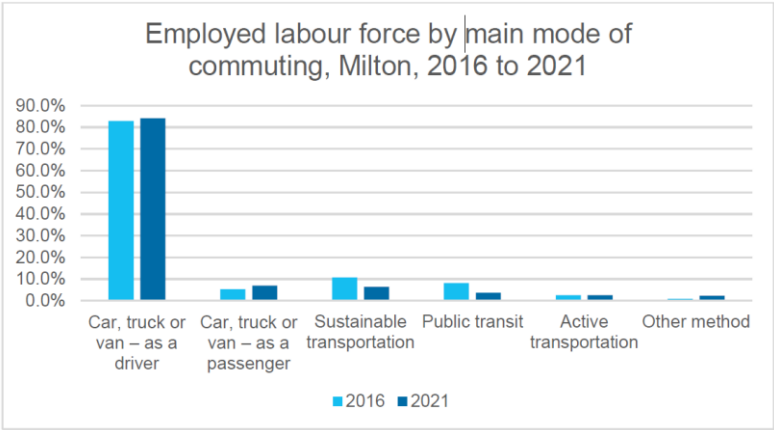
population of 44,120 versus 21,180 women within Halton Hills in the working population cohort of 15 to 64 years. This makes Milton all the more impressive when attracting young, talented females to the local labour market.

6. Commuting

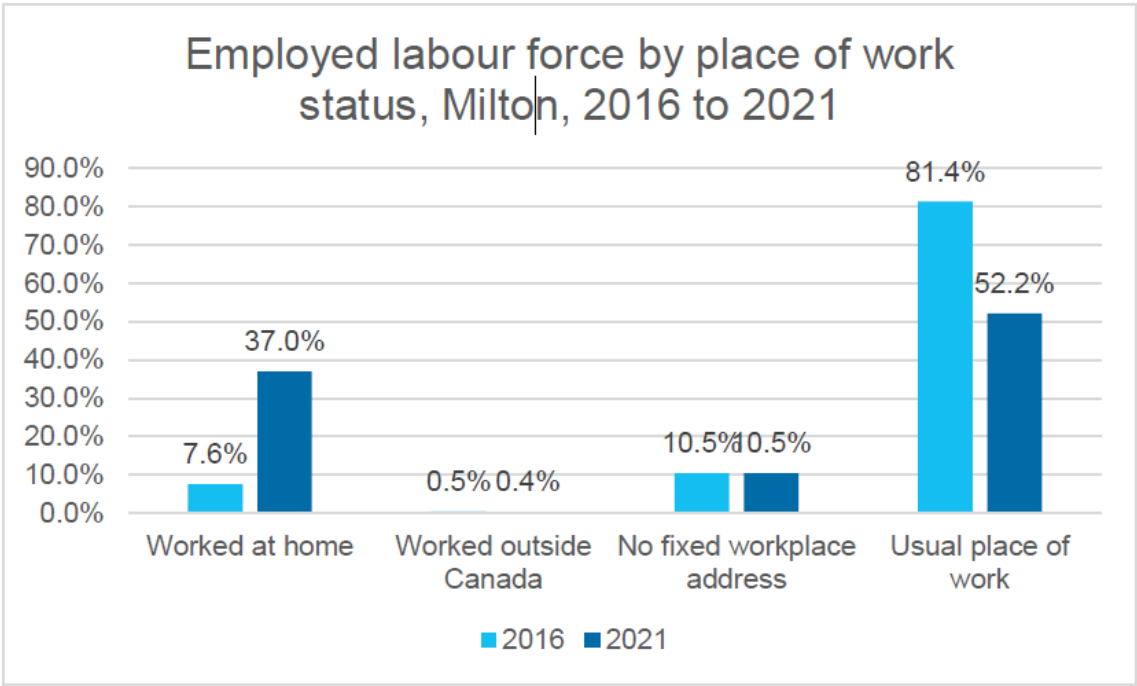
Most Miltonians leave for work between 7 am and 7:59 am (23.6%). In addition, 91.2% of Milton residents commute by car, truck or van. In addition, the average commuting duration for the employed labour force has decreased by 5.7 minutes to an average period of 29.3 minutes since 2016. This decrease in average commute time is a pattern across Halton region municipalities.

Thirty percent of women commute less than 15 minutes versus 18.9% of men. Alternatively, 6.7% more men than women will drive 30 to 40 minutes to work. This tells us that more Milton women stay within Milton to work, and the male population commutes outside the municipality for work.

In addition, since 2016, a more significant portion of women have left for work between 8 am and 8:59 am, another indication that women are staying closer to home for work.



“A large portion of Milton residents rely on Go transit to commute to and from work, and this highlights the need for Metrolinx and residents to be part of Town planning processes.”



Figures 12 and 13. Employed labour force data.

7. Commuting Destination

Of the 32,670 labour force with a commuting destination:

- 47.8% commute outside of Halton Region, within Ontario.
- 38.2% commute within Milton.
- 13.8% commute outside of Milton but within the Halton Region.
- 0.2% commute outside of the province.
- Since 2016, there are 13,305 fewer people (15 years and older) commuting to a usual place of work, which can be a result of increased work flexibility and the large portion of knowledge-based jobs (professional, scientific, and technical services) in Milton that typically offer this type of flexibility.
- 11.4% more people have been commuting within Milton since 2016.
- 11.8% decrease in commuters travelling outside Halton Region for work, meaning Milton has successfully provided workforce opportunities to retain its educated talent..

8. Place of Work

Flexible place-of-work options have emerged over recent years due to the COVID-19 pandemic. In 2021, 37% of Milton residents worked from home (an increase of 29.4% since 2016), while 52.2% continued to work at their usual place of work (a decrease of 29.2% since 2016).

40.3% of women work from home versus 34.1% of men.

Milton and comparators show a trend of a larger portion of women working from home compared to men. This is an essential factor to consider when advertising flexible office space. Additionally, female employees will be more likely to search for employment opportunities that offer work-from-home/hybrid environments.

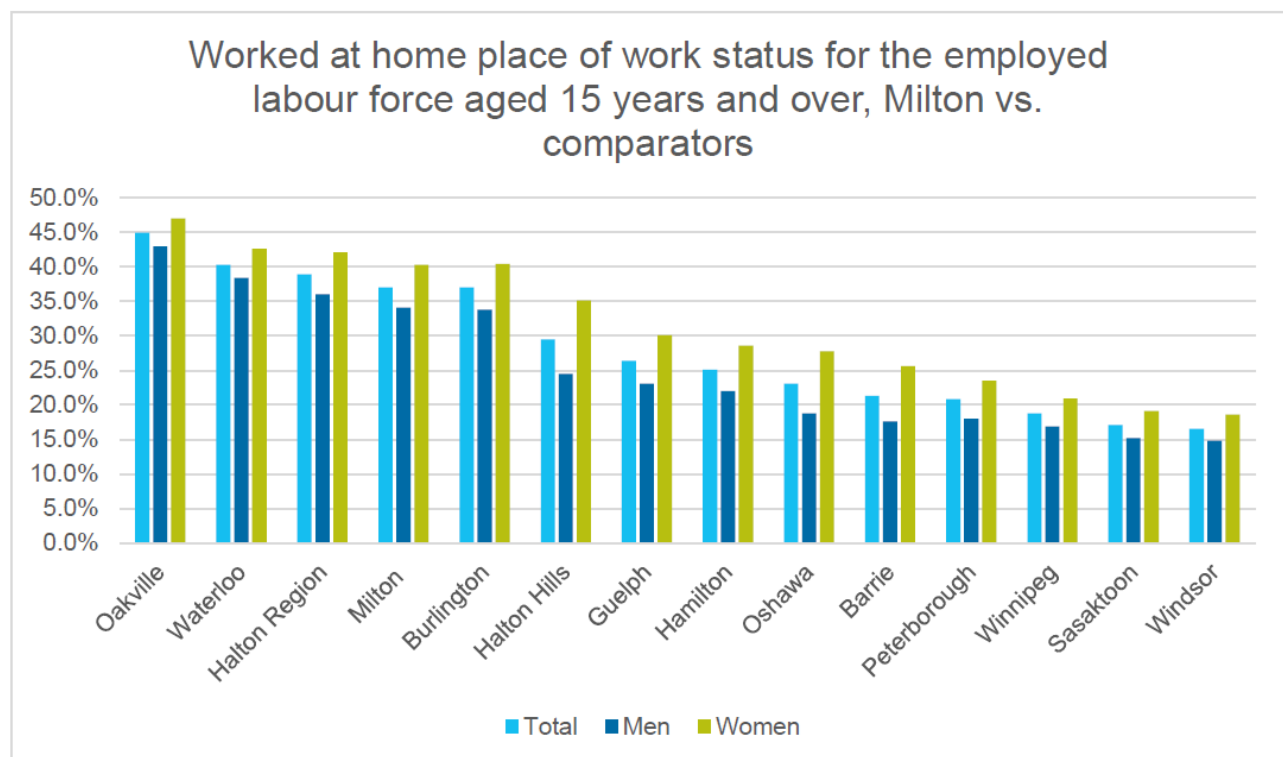


Figure 14. Graph showing employed labour force 15 years and over.

9. Language of Work

- 99.3% of Milton workers regularly use English at work.
- 2.1% of Milton workers regularly use French at work.
- 4.5% of Milton workers regularly use a language other than English or French at work.

- 5.9% of Milton workers regularly use more than one language at work.

As Halton has attracted new and expanding companies, there has been an increased demand for Halton's highly-skilled labour force. In 2019, Halton had a 4.1 percent unemployment rate— well below the provincial and national averages of 5.6 percent and 5.7 percent, respectively. Results from the 2019 Employment Survey show that the majority (15.2 percent) of jobs in Halton are in the manufacturing sector. In 2019, job opportunities continued to open up across the region, with the 2019 Business Conditions Survey indicating that one-third of businesses had hired additional staff over the past 12 months.

C. Existing Employment Land Supply

“What are Employment Lands?”

Employment lands are generally considered to be any area designated in an Official Plan for business and economic activities. Traditionally, activities in employment areas include: Manufacturing. Warehousing. Offices and associated retail and ancillary uses.”
Source

The Town of Milton's employment land supply consists of existing designated and built-out lands, planned employment areas (within Greenfield areas) and Future Strategic Employment Areas. The amount of employment supply land (2015) is shown in the Table below. These figures will be updated upon completion of the Housing and Non-Residential Needs Analysis Study.

Table 4: Amount of Employment Land.

Type	Net hectares	Net Acres
Developed Employment lands	668	1,650
Developable, designated vacant Employment lands	462	1,142
Future Strategic Employment Area	1,400	3,460

D. Characteristic of Milton Existing Employment Area

1. Urban Employment Areas

Milton Employment Areas currently provide a mix of employment uses, including industrial and manufacturing uses, as well as warehouses, offices, and other associated retail and ancillary facilities. Existing Employment Areas are generally located along the Provincial Highways 401 and 407.

An Employment Mixed Use Corridor is an Employment Area in which a broader range of employment uses may be permitted to support the employment area's function as a strategic growth area.

Development in the Employment Areas continues to reflect an evolving Town-wide focus on industrial and manufacturing growth and increased demand in the office sector. As a result, Employment Areas are planned to accommodate a more compact, transit-supportive and pedestrian-oriented environment with many employment-supportive amenities.

A distribution analysis of the employment opportunities in Milton indicates that the most significant sector is in manufacturing and retail trade. However, services also accounted for a large share, including government, education, health and social services, accommodation and other service activities.

Employment Area

Areas designated in an official plan for clusters of business and economic activities including, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities. (PPS, 2020)

a) 401 Business Area

The Milton 401 Industrial and Business Park Extension lands are located northeast of the Milton 401 Industrial and Business Park area. The lands are bounded by James Snow Parkway, 5 Side Road, C.N. rail corridor and natural features near Esqueving Line.

These lands are most marketable for distribution/logistics, transportation, multitenant industrial condos and advanced manufacturing. The lands are part of a larger contiguous Employment Area - the Milton 401 Industrial and Business Park, which has a critical mass, has been highly successful and can build on the development activity and success of the existing park. The lands have excellent access to Highway 401 via James Snow Parkway. Approximately 30% of the developable lands in the serviced business park are currently vacant.

The 401 Industrial/Business Park was expanded in 2021 to include the North Porta land. These lands are part of an area-specific master plan being completed by Orlando Corporation, which will establish developable areas and is subject to environmental and servicing studies.

An Employment Area

conversion means re-designating lands in an Employment Area to permit non-employment uses, such as residential, major retail or mixed uses (ROPA 49).

b) Derry Green Business Park

The Derry Green Corporate Business Park encompasses unbuilt employment lands south of Highway 401 between James Snow Parkway and Sixth Line and extending down towards Britannia Road. Within the park, 423 net ha (1,045 net acres) are designated primarily as Business Parks with a pocket of an area designated as industrial. While the park is expected to accommodate most of the Town's employment land development over the medium term, development within the park is fragmented by the natural heritage system that transects many of the land parcels. The park also contains "street-oriented areas" along the eastern edge of James Snow Parkway and Derry Road.

Development in Derry Green Business Park is underway. The employment area will accommodate a mix of businesses, including innovative logistics and advanced manufacturing and distribution facilities, while providing much-needed opportunities for smaller, flexible order office units. Derry Green has over 2,000 acres of shovel-ready employment land for businesses looking to expand or relocate to a growing urban centre centrally located along one of Canada's most sophisticated transportation corridors.

c) Major Transit Station Area

A comprehensive study of Milton's downtown mobility hub is completed. The study identified opportunities to improve connections to local and cross-regional transit with enhancements in this area. Milton is planning for the area surrounding the GO Transit station to be pedestrian-friendly with seamless integration into Milton's downtown core. It will feature connections between the transit station, walkways and pathways to improve access to public transit. In addition, the area will accommodate mixed-use and high-density residential and office development.

ROPA 48 updated the Regional Official Plan by delineating Major Transit Station Areas to ensure conformity with the Growth Plan 2020 and to provide direction for Local Municipalities to implement area-specific plans for identified Strategic Growth Areas. In Milton this will include the Milton GO UGC/MTSA.

d) Trafalgar

The Trafalgar/Derry Lands, however, is also strategically positioned to offer an environment with higher order transit, which can provide for a higher intensity of employment land uses and a complete employment area with a focus around the potential G.O. station. Similar nodes have been planned and are now being developed in and around other G.O. stations across the G.T.H.A. While a diverse community could take several years to develop, planned opportunities and infrastructure investment could provide the conditions for a higher-density office cluster at this higher-order transit hub. This location is also unique because it has multi-directional highway capacity and a potential G.O. transit station to serve the area. In addition, it is the closest employment node in Milton and Halton Region to the Lester B. Pearson International Airport.

Situated at the confluence of the 400-series highways, coupled with the transit planned by Metrolinx/G.O. Transit and Halton Region for Trafalgar Road, this location now offers Milton and Halton Region the opportunity to compete in the growing airport-driven employment market migrating westward along Highway 401 corridor. In addition, the transit-supported potential of these lands offers superior locational advantages for future growth.

As per ROPA 29, the minimum density target for the Downtown Milton/Milton Go area is 300 residents and jobs per hectare, and Milton-Trafalgar GO is 150 residents and jobs per hectare.

e) Agerton

The Agerton site, located along Trafalgar Road east of the 401, is envisioned for a mixed-use employment and higher-density residential community adjacent to Milton's second proposed major transit station area, intended to accommodate a new GO Transit station.

f) Britannia

The draft Britannia Secondary Plan is estimated to accommodate a population of approximately 46,450 residents housed in 14,670 dwelling units, with a total employment potential of 10,730 population-related jobs. In general, Population Related Employment typically consists of retail trade, education, arts and culture, accommodation and food services and other services (excluding

public administration). The Plan will achieve an overall density target of 60 residents and jobs combined per hectare.^{iv}

g) Milton Education Village

The Milton Education Village is Milton's vision for a comprehensively planned, complete urban neighbourhood, integrating post-secondary education, residential, commercial employment and recreational uses. The 400-acre site is south of Derry Road, west of Tremaine Road and north of Britannia Road, adjacent to the Niagara Escarpment. The site is intended to integrate leading academic institutions with outdoor recreational opportunities along the Niagara Escarpment and provide residents with flexible office spaces, prestige offices, state-of-the-art research and design facilities and environmentally-conscious urban design.

The Milton Education Village (MEV) employment lands include a proposed site for a university satellite campus and colleges. The area has the potential to create a culture of innovation and build synergies between employment uses and the proposed post-secondary institutions. Further, it offers the potential to provide high-quality employment opportunities in southwest Milton, which traditionally has had limited employment opportunities.

The MEV caters to a complete, compact employment area/innovation district. This area can strategically become a specialized employment node, and leverage increased employment densities through a land use policy context that provides performance targets to achieve increased employment. MEV will support a complete employment area with a balance of institutional, offices and supportive residential uses.

2. Rural Employment Areas

a) North West Milton_ Nassagaweya

Predominantly rural in nature, it is comprised of protected conservation areas such as Mountsberg Conservation Area, Kelso Conservation Area and Hilton Falls Conservation Area. The Southwestern part of the Town formed part of the Niagara Escarpment Commission Lands. It is home to better-known farms such as Chudleigh's Entertainment Farm, Andrew Scenic Acres and Mohawk Casino which currently employs approximately 268 people.

Communities within this area include: Campbellville, Brookville, Moffat and Haltonville. The remaining areas are mostly conservation areas with better-known provincial parks such as Rattle Snake Point, Crawford Lake Conservation Area, and Mount Nemo Conservation Area. Some better-known farms in this area are Springridge Farm and Stonehaven Farm Market.

b) Southwest Milton_ Nelson

Lands immediately to the south of the MEV offer comparable longer-term development opportunities. Given its locational attributes, the area is well suited for prestige employment uses, including office development to accommodate research and development, professional and technical services and advanced manufacturing. This area is also planned to serve and support the MEV. Maximizing employment opportunities on these lands will be important given the commitment to infrastructure and servicing planned for the area.

CN, which owns the majority of the lands within the area, is proposing the development of a large intermodal facility on a 177 gross ha site, comprised mainly of future employment land. The area is bounded by Britannia Road to the north, First Line to the east, Tremaine Road to the west, and 2nd Side Road to the south.

The Halton Municipalities oppose CN proceeding with the truck-rail hub in Milton. The main reason is because of the significant impacts to human health. The Halton Municipalities have three court proceedings underway.

1. An appeal of a decision of the Ontario Superior Court of Justice.
2. An application for a Federal Judicial Review that seeks to overturn the decision by the Federal Minister and Cabinet to approve CN's project on the grounds that Cabinet was not given key information about the impacts of CN's proposed project on human health.
3. An appeal of the Canadian Transportation Agency's decision to approve CN's application for railway lines as part of its proposed project.

E. Retail/Commercial/Mixed Use Employment Areas

A new Housing and Non-Residential Needs Analysis Study is being procured, and its findings will update this section of the background.

The Town's retail and commercial structure is established by land use designations which permit a range of retail and service commercial uses. The existing Milton OP directs that retail and service commercial uses are permitted within the following designations.

- *Central Business District ("CBD");*
- *Commercial Area;*
- *Major Commercial Centre;*
- *Secondary Mixed Use Nodes; and,*
- *Local Commercial.*

A limited amount of retail and service commercial space is also permitted within:

- *Residential Areas;*
- *Employment Areas; and,*
- *Institutional Areas.*

Table 5: Town of Milton Retail and Commercial Space (sf)^v.

	Central Business District	Other Milton											Total Milton
		Milton Crossroads & RioCan Centre	Steeles Ave. & Martin St.	Bronte St., Just North of Derry to Heslop Rd.	Derry Heights Plaza Area	Derry Rd. & Scott Blvd.	Derry Rd. & Ontario St.	Other Derry Rd.	Kennedy Circle	Milton Market Place	Other Urban Milton	Rural Milton	
Node	1	2	3	4	5	6	7	8	9	10	11	12	
Supermarket and Grocery	150,000	38,000	0	10,000	0	30,000	45,000	0	53,800	59,300	0	0	386,100
Convenience and Specialty	29,700	0	12,700	6,300	0	0	14,400	8,200	0	0	12,900	14,400	98,600
Total Food Store Space	179,700	38,000	12,700	16,300	0	30,000	59,400	8,200	53,800	59,300	12,900	14,400	484,700
Department Stores	0	180,000	0	0	0	0	0	0	0	0	0	0	180,000
Other General Merchandise	26,300	115,100	33,300	0	0	0	0	0	3,900	0	0	1,800	180,400
Clothing, Shoes, etc.	63,000	57,600	0	0	0	0	0	14,400	0	1,500	0	0	136,500
Furniture, Furnishings, etc.	56,200	69,100	12,000	0	0	0	3,300	6,400	0	0	0	5,000	152,000
Pharmacies, Personal Care	50,400	22,500	0	8,700	22,000	12,400	4,000	4,500	18,700	900	3,700	2,400	150,200
Building and Outdoor Home	161,400	90,000	25,000	10,000	0	0	0	0	3,200	0	0	60,500	350,100
Miscellaneous Retailers	81,700	112,000	25,300	3,200	0	0	3,500	1,600	3,000	3,000	6,500	8,300	248,100
Total Non-Food Store	439,000	646,300	95,600	21,900	22,000	12,400	10,800	26,900	28,800	5,400	10,200	78,000	1,397,300
Liquor, Beer and Wine	23,000	5,800	0	0	0	0	0	0	0	18,600	0	0	47,400
Food Services	135,700	50,100	63,600	7,200	14,000	5,000	29,600	27,500	7,000	3,500	33,200	18,800	395,200
Personal Services	53,300	7,400	2,000	9,900	1,900	0	4,200	28,900	3,100	2,200	4,100	2,100	119,100
Financial and Real Estate	63,300	26,900	12,900	21,100	14,500	9,000	3,700	9,600	5,100	15,300	4,000	2,200	187,600
Medical, Dental, Legal, etc	72,600	12,100	11,500	65,900	13,500	3,000	15,400	18,100	9,000	3,600	15,700	1,200	241,600
Other Services and Other	298,900	116,700	137,700	103,900	54,200	5,700	35,200	6,900	6,700	0	73,700	8,000	847,600
Total Services and Other	646,800	219,000	227,700	208,000	98,100	22,700	88,100	91,000	30,900	43,200	130,700	32,300	1,838,500
Total Occupied Space	1,265,500	903,300	336,000	246,200	120,100	65,100	158,300	126,100	113,500	107,900	153,800	124,700	3,720,500
Total Vacant Space	32,300	17,800	10,600	3,600	1,400	0	900	5,500	1,100	0	17,000	14,300	104,500
Total Measured Space	1,297,800	921,100	346,600	249,800	121,500	65,100	159,200	131,600	114,600	107,900	170,800	139,000	3,825,000

A large share of employment growth within the 2017 Land Base Analysis Study Area is focused on retail and personal service uses to support local population growth. However, steady employment growth in the industrial sector, primarily prestige industrial, is also anticipated within designated employment areas.

A portion of the Town-wide demand for standalone, multi-tenant office space is anticipated to be accommodated within mixed use nodes and existing and future employment areas. Within these lands, market demand for office space is expected to be strongest within mixed-use environments that are planned in transit-supportive and pedestrian-oriented settings with access to amenities, entertainment, cultural activities and public spaces. As identified in the 2016 Employment Lands Needs Assessment Study, the Town of Milton has an opportunity to expand the potential for employment within designated areas yet to be planned. Following the recommendations of the 2016 Employment Land Needs Assessment Study, the Agerton Employment Secondary Plan Area has created a mixed-use node inclusive of employment uses. The locational attributes of this area (i.e. Proximity to Hwy. 401/407) and its connection to a potential GO Station can support the development of such a concept. In addition, the existing and planned assets that characterize this area can foster economic advantages and attract knowledge-based-sector jobs seeking locations with community-based support.

Commercial uses are required to support residents' daily shopping needs in new community and employment areas. The 2017 Land Base Analysis (LBA) Study indicated that Commercial/Retail land requirements are estimated at approximately 2%, which anticipates the minimum area required for standalone local commercial land and assumes additional retail and commercial requirements will be provided in a mixed-use format in transit-supportive community areas and prestige employment areas. However, this will need to be confirmed in a future study and as part of the Secondary Plan process.

Planning Considerations for an Evolving Retail/Commercial Market

There is a need to support the retail/commercial and office sector and its role in Downtown Milton, MTSA, MEV, major nodal areas and the Hamlet. Other considerations are:

- In mixed-use buildings, retail and commercial uses that allow for a "store-front" presence should be encouraged to locate on the ground floor.
- Within the Employment Area designation at the north-west corner of James Snow Parkway and Highway 401 may be used for the development of regional and sub-regional uses and may include; a department store, food store and commercial retail stores of more than 2,750 square meters, subject to a market impact analysis and peer review findings at the time of a Zoning By-law amendment application for these lands.
- The applicant demonstrates that the proposed use cannot be located in the Central Business District in a manner compatible with the type and distribution of retail shops within the CBD area except where uses are expressly permitted.
- Service commercial uses, office, wholesale and retail functions directly related to the industry;

The anticipated population growth of Milton will continue to drive demand for new local serving retail, as consumers want to avoid travelling far to buy these products. In addition, as new residential developments are built, local serving retail will follow closely. Accommodating local serving retail uses that contribute towards building walkable communities should be a key objective in planning for intensification and Greenfield areas. Other retail uses that are more regional serving (e.g., general merchandise, apparel, furniture and electronics) are more likely to be drawn to auto-oriented areas due to the large trade area requirements to support store sales.

E-commerce and automation of retail stores are anticipated to impact the function of "brick and mortar" retail stores, blurring the lines between warehousing and retail. As a result, planning for retail uses will require a need to focus on the type of use and a review of any secondary functions such as warehousing.

IV. The Future of Working in Milton

PS: A new Housing and Non-Residential Needs Analysis Study is being procured, and its findings will update this section of the background.

A. Land Base Analysis

The last land base study was completed in 2017 with subsequent updates through the various new secondary plans with Britannia Secondary plan being the latest. The findings of the analysis determined the Urban Expansion Area lands, totaling approximately 1,640 hectares of developable area, must plan to achieve an overall density target of 62 residents and jobs combined per hectare. This assumes the achievement of 70 people and jobs per hectare on Community Area lands (Trafalgar and Britannia) and 26 jobs per hectare on Employment Area lands (Agerton). The Urban Expansion Area lands were forecast to accommodate 80,000 people and 22,000 combined jobs in both the Community and Employment Areas.

Table 6: Estimated Population and Employment Forecasts for Milton's to 2031.

<i>Area</i>	<i>People</i>	<i>People Related Jobs</i>	<i>Employment Related Jobs</i>	<i>Total People & Jobs</i>	<i>Density</i>
<i>Boyne Survey</i>	<i>54,000</i>	<i>8,000</i>	<i>-</i>	<i>62,000</i>	<i>78</i>
<i>Bristol Survey</i>	<i>18,000</i>	<i>3,000</i>	<i>-</i>	<i>21,000</i>	<i>80</i>

Sherwood Survey	39,000	6,000	-	45,000	69
Derry Green Corporate Business Park	-	-	13,000	13,000	26
401 Industrial and Business Park	-	-	7,000	7,000	26
Milton Education Village	6,000	1,000	4,000	11,000	73
401 Industrial and Business Park	-	-	3,000	3,000	26
Southwest Milton Employment Area	-	-	7,000	7,000	26
* Britannia SPA	46,100	-	8,300	54,400	60
* Trafalgar	26,000	-	4,000	30,000	62
* Agerton	6,800	-	15,000	21,800	74

Source:

- Malone Given Parsons, 2017 Land Base Analysis Table 21: Preliminary Population and Employment Forecasts for Milton's Designated Greenfield Areas. Table 25: Estimated Unit Yield, Population, Jobs and Density by Secondary Plan Area
- * Malone Given Parsons, Britannia Secondary Plan Planning Policy Directives Report Table 1: Excerpt of HROP, Table 2a - Growth Phasing to 2031 for the Town of Milton, Table 3: LBA Growth Assumptions Comparison by Secondary Plan Area

B. Future Employment Land Needs

In October 2016, MHBC and Watson & Associates Economists Ltd. prepared an Employment Land Needs Assessment Study to evaluate the Town of Milton's planning framework and employment land needs for the 2041 planning horizon. The study was intended to guide urban employment lands' designation and future development.

The study found that over the 2016 to 2031 planning horizon, Milton is forecast to add approximately 27,745 jobs on employment lands, of which 26,360 needs to be accommodated on vacant employment lands, resulting in a total employment land demand of 892 net hectares (2,203 net acres).

The Land Base analysis also identified a high-level community structure plan. It delineated three Secondary Plan Areas: The Agerton Employment Secondary Plan Area, the Trafalgar Corridor Secondary Plan Area, and the Britannia East/West Secondary Plan Area. These areas will provide most of the new growth to achieve the 2031 forecast of 238,000 residents and 114,000 jobs. Milton Council adopted the Trafalgar Secondary Plan on March 25, 2019, and is now with Halton Region for the Regional approval process. Milton Council endorsed the Agerton Secondary Plan Preferred Land Use Concept and Secondary Plan Framework in principle on March 25, 2019, as input into the Regional Municipal Comprehensive Review. The Town initiated the Britannia Secondary Plan process in June 2020. A Planning Policy Directives Report was completed in June 2022 as a support background document for the draft Britannia Secondary Plan presented to Council in July 2022.

Table 7: Town of Milton Employment Land Demand Forecast 2016-2041.

Growth Period	Total Employment on Employment Lands	Intensification on Employment Lands	Total Employment on Employment Lands Adjusted for Intensification	Employment Density (jobs/ net ha)	Total Employment Land Demand (net ha)	Annual Employment Absorption (net ha)
2016-2021	4,200	210	3,990	21	190	38
2016-2026	13,285	665	12,620	26	488	49

2016-2031	27,745	1,385	26,360	30	892	59
2016-2036	38,645	1,930	36,715	31	1,196	60
2016-2041	49,010	2,450	46,560	32	1,478	59

Source: Figure 3-11_ Watson & Associates Economists Ltd. (October 13, 2016).

Table 8: Town of Milton Employment Land Need to 2041 based on Designated Employment Land Supply.

	2016- 2021	2016- 2026	2016- 2031	2016- 2036	2016- 2041
Net Employment Land Demand (ha)	190	488	892	1,196	1,478
Net Employment Land Supply (Designated) (ha)	462	462	462	462	462
Net Employment Land Surplus/(Shortfall) (ha)	272	(26)	(430)	(734)	(1,016)

Source: Figure 3-12 - Watson & Associates Economists Ltd. (October 13, 2016).

Based on the existing supply of designated, vacant employment lands (462 net hectares) and the long-term demand (892 net hectares), Milton needs a sufficient supply of designated employment lands to accommodate for forecasted growth up until 2031. As of 2031, a net deficit of 430 hectares has been identified. Given the shortfall in the Town's employment land supply, it is expected that the Town's planned employment growth areas will be needed within the 20-year planning horizon. Therefore, utilizing all of the scheduled employment areas would result in roughly a 95-net hectare surplus of employment lands at the end of the 2031 planning horizon, as summarized in Table 8 below.

Table 9: Surplus Employment Lands through to the 2031 Horizon.

	2016- 2021	2016- 2026		2016- 2031	2016- 2036	2016- 2041
Net Employment Land Demand (ha)	190	488		892	1,196	1,478
Net Employment Land Supply (Designated + Planned Growth Areas) (ha)	987	987		987	987	987
Net Employment Land Surplus/(Shortfall) (ha)	797	499		95	(209)	(491)

Source: Figure 3-13 - Watson & Associates Economists Ltd.

The study concluded that the Town of Milton would need to advance the planning of the current designated and planned employment land supply to accommodate forecast growth within the planning horizon, as all the lands will be required. To meet employment land needs by 2041, the Town will need 1,478 net hectares of employment lands. The Town currently has 987 hectares of designated and planned growth areas, representing a shortfall of 209 ha between 2016 and 2036 and an overall shortfall of 491 ha between 2016 and 2041. To meet demand, the Town will require 35% of the roughly 1,400 gross hectares identified as Future Strategic Employment Areas.

ROPA 48 introduced Table 2B (Strategic Growth Area Targets) to include minimum density targets for jobs and residents as well as general target ratios for jobs and residents for specific Strategic Growth Areas. ROPA 49 updates Table 2B to include targets for all Primary Regional Nodes and Milton-Trafalgar GO MTSA, which were not previously delineated in the Regional Official Plan and are described in the following sections. The people and jobs per hectare target for Milton is 59.^{vi}

C. Future Employment Areas

The Region has designated Future Strategic Employment Areas in Greenfield under Sections 139.6 and 139.7 of ROPA 38 to meet employment land needs beyond the planning horizon of 2031. In addition, parts of Southwest Milton and Trafalgar/Derry Lands are identified as Future Strategic Employment Areas. Generally, these are lands located near significant highway infrastructure the Region has identified for future development. The Halton Municipal Comprehensive Review 2017 (MCR) work identified these lands as justified employment lands for expanding the urban boundary. A limited number of landowners own these lands and, as such, provide for the ability to coordinate, finance and service large, contiguous parcels at strategic locations. With continued completion from neighbouring markets, it will be essential to facilitate the planning for these lands to meet Milton's employment needs. It will also be necessary to integrate these lands with the surrounding planned communities through transitional areas.

ROPA 49 provides greater direction to help plan for jobs both within Regional Employment Areas and Local Municipal employment lands. New policies require Local Municipal Official Plans to identify a range of employment uses, ancillary uses, and sensitive land uses for the planned function of specific land-use designations. In addition, Local Municipalities are required to plan for employment within Regional Employment Areas by prohibiting specific non-employment uses, limiting sensitive uses, and only permitting them under limited circumstances where land-use compatibility can be maintained, such as at the periphery of Employment Areas. ROPA 49 also includes changes to the

Employment Area, as shown on the map below, which result from conversions and additions.

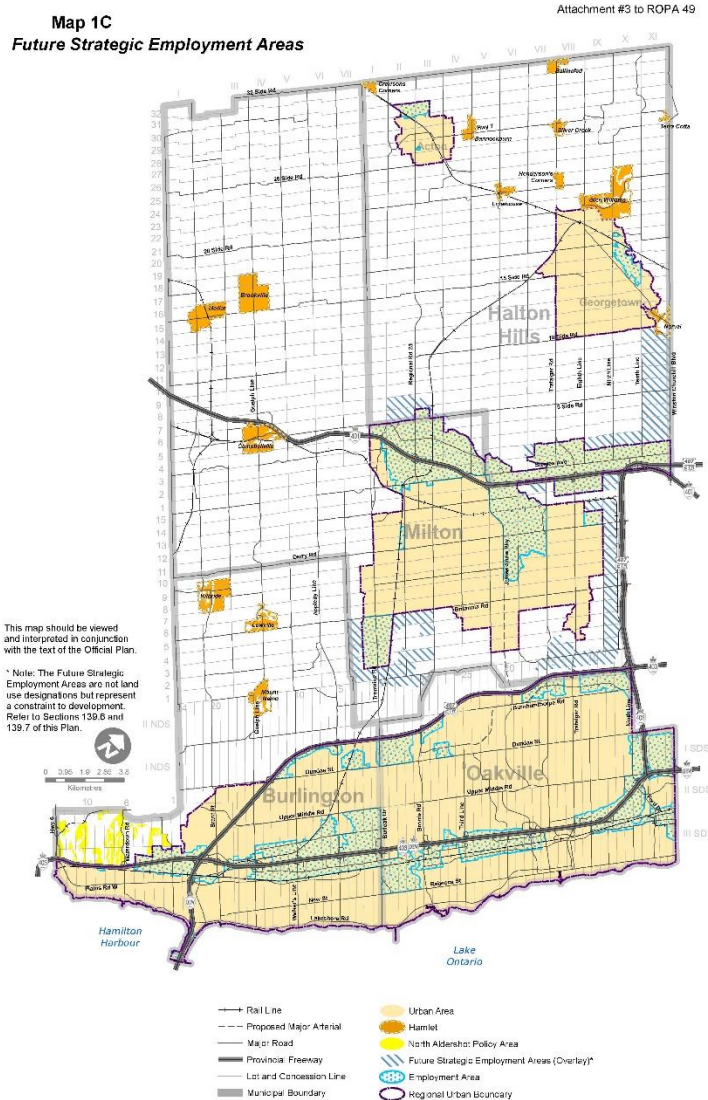


Figure 15. Map 1C Regional Employment Area. Source: ROPA 49.

D. Employment Density

According to the 2017 Land Base Study, the current average employment land density in Milton is approximately 16 jobs per net hectare (7 jobs per net acre). The relatively low employment density is strongly influenced by the large share of employment within the warehousing and logistics sector, typically characterized by significant, land-consumptive uses with relatively low employment yields.

ROPA 49 updates Halton Region's growth strategy to plan how growth is accommodated beyond 2031. The updated Regional Official Plan accommodates population and employment growth within Halton's existing urban boundaries to 2041. It contains a framework for how growth may be planned for in the 2041-2051 planning period. The target Employment Distribution for Milton is 97,000 by 2041.

As the employment trends in the Town shift away from large-scale developments and wholesale trade, future employment densities will increase to approximately 34 jobs per net hectare (14 jobs per net acre) by 2031. This target is similar to the employment land identified by Hemson Consulting in their April 2009 report (Accommodating Growth to 2031 - SHP Report 3.07) prepared for Halton Region as input to the Sustainable Halton Plan, which identified a target employment land

employment density of 37.5 employees per net hectare. The Hemson report also identified the following target densities for other employment types:

Table 10: Milton Targeted Employment Densities.^{vii}

<i>Type</i>	<i>Employees/net ha</i>
<i>Employment Land Employment</i>	<i>37.5</i>
<i>Major Office Employment</i>	<i>250</i>
<i>Population Related Employment</i>	<i>75</i>
<i>Total/overall</i>	<i>45</i>

The Britannia Secondary Plan includes approximately 904 gross developable hectares (2,234 gross developable acres) in the southeastern part of the Town of Milton. As identified through the Land Base Analysis and refined through the Secondary Plan process, the Britannia Secondary Plan Area is estimated to accommodate 46,450 residents and 10,730 population-related jobs to achieve an overall density of 60 people and jobs per hectare.

V. Milton Economic Development Strategy

Milton is a balanced community with a dynamic and modern urban centre positioning itself as a vital innovation hub. The fast-growing Town is ready for an economic development plan that considers the changing local and regional dynamics: a plan that prioritizes business attraction, retention, and expansion; employment; and potential industry sector targets.

Values

Milton has the following values:

A PLACE OF POSSIBILITY

We advance economic prosperity and opportunity for all Milton residents and enterprises.

A SUSTAINABLE TOMORROW

We foster resiliency through responsible development and protection of Milton's rural environment and recreational amenities.

A COMPLETE COMMUNITY

We envision Milton as a complete community where residents can live, work, learn, and engage.

A WELCOMING HOME

We celebrate and promote Milton's diversity of people, cultures, and businesses.

FUTURE-DRIVING INNOVATION

We invest in an innovative ecosystem that will ensure Milton's future competitiveness.

Milton's Economic Development Strategy will set forth a plan for achieving sustainable enterprise and job creation, innovation growth, talent development, and quality of place enhancements. As such, it has four goals:

1. Grow and cultivate Milton's export clusters to foster prosperity.
2. Bolster Milton's start-up ecosystem to drive future competitiveness.
3. Build Milton as a premier destination for diverse talent.
4. Define and promote Milton's brand for new economic development.

Milton's Economic Development Strategy and Action Plan include the Competitive Market Assessment and Stakeholder Engagement that serve as the foundation for the plan. The Town of Milton has also commissioned MDB Insights Inc. to perform a Target Cluster Analysis that evaluates the areas of opportunity for the Town. The different research exercises have laid a strong foundation for the strategy.

1. Five Economic Insights

1	2	3	4	5
<i>Milton has a fast-growing population</i>	<i>Milton is an international community.</i>	<i>Milton has highly skilled talent.</i>	<i>Milton has a thriving entrepreneurial community</i>	<i>Milton is a high-income community.</i>
<i>Milton is home to 136,000 residents. The 19% increase since 2015 is three times the provincial growth rate.</i>	<i>Almost four in ten Milton residents are immigrants. The 51.2% increase since 2015 is more than six times the growth rate of immigrants in the Toronto region.</i>	<i>Milton's share of residents with a bachelor's or higher is 50% greater than the national average, an increase of 55% since 2015. Milton also has a competitive advantage in science-related, management, and business and finance occupations; it is fastest growing in health- and science-related occupations</i>	<i>Milton has a high share of micro businesses, where nearly seven in ten Milton businesses have fewer than five employees.</i>	<i>Milton's median household income (\$116,942) is 50% higher than the national average, and the Town Boasts A High Homeownership Rate: Nearly Nine In Ten Residents Are Homeowners.</i>

2. Four Targeted Industries

1 Professional, Scientific, and Technical Services

Milton's business profile is targeted toward a knowledge-based economy, where Milton's Professional Services industry is supported by an increasingly established academic and professional knowledge ecosystem. Development of the Milton Education Village (MEV) is critical to this sector

2 Green Innovation

Given Milton's pride in and stewardship of its local natural environment, Green Innovation is a strategic and opportunistic sector. Green Innovation is anchored by Milton's computer systems design services, residential building construction and engineering services, and education programmes in Conestoga College and Wilfrid Laurier University

3 Advanced Manufacturing

Manufacturing is a significant export sector and will continue to be a top employer in machinery manufacturing, fabricated metal product manufacturing, and food manufacturing. Milton has a workforce strength in mechanical, electrical, and electronics assemblers, as well as in machine operators.

4 Transportation and Logistics

Milton's Transportation and Logistics sector is key, with a focus on supporting lean manufacturing, e-commerce, and globalized trade. Opportunities also exist in artificial intelligence (AI), automation, block chain, and crowd-sourced fleets

Professional, Scientific, and Technical Services

- **19%**
- **306**

• Projected additional jobs (2021-2028)

Green Innovation

- **14 %**

• Projected additional jobs (2021-2028)

Advanced Manufacturing

- **12 %**
- **393**

• Projected additional jobs (2021-2028)

Transportation and Logistics

- **11 %**
- **3,972**

• Projected additional jobs (2021-2028)

VI. Post COVID Shift

In 2021, Milton had an employment participation rate of 71.1% and an employment rate of 63% - ranked the highest among Halton Region. However, Milton's employment rates have dropped since 2016, while unemployment rates have increased, which can be attributed to the layoffs and shutdowns during the COVID-19 pandemic. Interestingly, age groups of 65 and over had a significant increase in unemployment rates which may result from early retirement due to the employment impacts of the pandemic.

Flexible place-of-work options have emerged over recent years due to the COVID-19 pandemic. In 2021, 37% of Milton residents worked from home (an increase of 29.4% since 2016), while 52.2% continued to work at their usual place of work (a decrease of 29.2% since 2016).^{viii}

A. Global Trends

The pandemic accelerated existing trends in remote work, e-commerce, and automation, with up to 25 percent more workers than previously estimated potentially needing to switch occupations. Remote work and virtual meetings are likely to continue, albeit less intensely than at the pandemic's peak. COVID-19 may propel faster adoption of automation and AI, especially in work arenas with high physical proximity. As many as 25 percent more workers may need to switch occupations than before the pandemic.^{ix}

B. Impact on Peel-Halton Labour market post COVID

According to the 2022-2023 Peel-Halton Labour Market report, employers appear poised to increase the hiring of new workers in the post-pandemic period. Employers also feel that their workers would benefit from upskilling, although they have greater concerns regarding job candidates' skills. But the biggest worry employers express is their difficulty recruiting job candidates.

The youth experienced far higher unemployment rates during the initial stage of the pandemic. While historically, youth unemployment rates are usually twice that of adults. There were several months during the pandemic when the youth unemployment rate was three times that of adults. The youth unemployment rate peaked at 33.2% in May 2020. Over time, the unemployment rate for youth and adults has been steadily dropping, and in December 2021, the youth unemployment rate was 8.4%, lower than it was in January 2020 (10.2%). Surprisingly, even with the impact of the Omicron variant, youth unemployment rates shot up again to 16.4% in January 2022, 2.7 times the adult unemployment rate of 6.0%.

Some sectors were much less affected by the pandemic. One such industry was Professional, Scientific & Technical Services, made up of professional firms such as lawyers, accountants, engineers, management consultants or IT specialists.^x

C. Canadian Findings on the Future of Work

1. Automation of Basic Tasks

Many routine tasks could be automated. This means they would be performed using mechanical, electrical or computer devices. Creativity, emotional intelligence, and complex problem-solving will become increasingly important since they are more challenging to automate.^{xi}

2. New Opportunities Created by Technology

As new technologies are developed and applied to different workplaces, economic opportunities will exist. Leading these changes will require subject-matter expertise and knowledge of the latest technologies.^{xii}

3. Remote Work and GIG Economy

Demand for flexibility has influenced gig and remote work (remote workers are also called gig workers). Flexibility and Work-Life Balance are the cornerstones of remote work. The impact of digital technologies, robotics, artificial intelligence and cloud technologies could be hastening post-COVID. However, technological development is only one-factor driving changes in work. Precarity (a state of persistent insecurity concerning employment or income) and inequality are likely significant challenges for the future of work. Employment, economic and transportation matters are interconnected. Some are accelerated, while the COVID-19 pandemic reverses others.

REMOTE WORK AND GIG ECONOMY

- Remote workers are also called gig workers.
- Demand for flexibility has influenced gig and remote work. Flexibility and Work-Life Balance are the cornerstones of remote work
- Impact of digital technologies, robotics, artificial intelligence and cloud technologies post COVID.
- Technological development is only one factor driving changes to work,
- Precarity (a state of persistent insecurity with regard to employment or income) and inequality are likely to be significant challenges for the future of work.
- Employment, economic and transportation matters are interconnected. Some are accelerated while others are reversed by the COVID 19 pandemic.

VII. Stakeholder Feedback

Table 11: What We Heard Stakeholder Input.

Topics	Opportunities	Issues
Working From Home	<ul style="list-style-type: none"> Working from home will be a viable employment option post COVID 	<ul style="list-style-type: none"> How can policies ensure that builders can support the need to be working from home in the future?
Working in Rural Areas	<ul style="list-style-type: none"> Consider different perspectives of how working in rural areas including that of Niagara Commission Lands. Promote and Integrate working in the Countryside. 	<ul style="list-style-type: none"> There is an existing divide between rural and urban Milton that needs to be recognized - farmers in the countryside are seen as separate from non-farmers in the urban area. There are a number of artists working out of Campbellville and Brookville such as art businesses, art camps, farm studios etc.
Working Locally	<ul style="list-style-type: none"> We need more business/work spaces in local neighbourhoods especially mixed use land uses. 	<ul style="list-style-type: none"> Milton is already a very diverse community. This is revealed in the Vision boards that were created by the community. Now, the Town needs to respond to this diversity by providing more choice. Providing more places for people to work in Milton will be transformational. Currently, there are not enough places to establish an office and there are not enough amenities to serve workers. As Richard Florida has described, communities need places for the employees to go at lunch, after work, etc. Milton is at a critical density of residents. But now the focus should be on providing facilities and places for people to work.
Working Regionally	<ul style="list-style-type: none"> Need to examine the context of working from a regional perspective. 	<ul style="list-style-type: none"> In a rapidly changing economy, the ability to demonstrate available talent in the labour force is an increasingly important component of regional economic development. Accordingly, this report must provide a comprehensive view of the human capital

		<p><i>in Peel and Halton regions using data from the 2016 Statistics Canada Census. By understanding the regional labour market information, community stakeholders including employers, employment services providers, educators and governments are better positioned to design programs and take actions to meet the local community and industry needs.</i></p> <ul style="list-style-type: none"> <i>In order to provide context, workforce characteristics for Peel and Halton were compared to Toronto CMA2 and Ontario data to better illustrate the landscape of the local labour force.</i>
Workforce	<ul style="list-style-type: none"> <i>Policies to attract skilled workers to work in Milton.</i> <i>New policies should consider regional and provincial impact.</i> <i>Need to form collaborative partnership with the community and businesses.</i> 	<ul style="list-style-type: none"> <i>In Milton specifically, there is a need for logistics and warehousing employees, but those employees do not exist here in Milton. Therefore, there is a need to compete with other regions to attract those workers. The problem is transportation (how to get into Milton) and living costs (how to afford living in Milton)</i> <i>We need to ask; how can Milton compete with Brampton? How can we provide everything for people to both live in Milton and Work in Milton?</i> <i>Conestoga looks forward to becoming part of the Milton community. It wants to create a community connection - and provide spaces and places for members of the community to interact, learn, network.</i> <i>A focus of our work is to understand what are the barriers and challenges that the local workforce is facing. We are about information sharing. We can provide information on different sectors.</i>

VIII. Future Considerations

A. Milton Advantage

Milton is one of the best places in Canada to live, work, and do business. Situated within the Greater Toronto and Hamilton Area (GTHA) and the centre of the Toronto-Waterloo Innovation Corridor, Milton's prime location provides abundant business opportunities and lifestyle choices. In addition, it has the following advantages:

- Easy access to major markets.

- Proximity and access to 400-series highways, two-way all-day GO service to Toronto, four international airports and the U.S. border within a one-hour drive provide Halton businesses easy access to millions of potential customers.
- Two-hour plane ride or one-day drive to over 158 million consumers in Canada and U.S.
- Forty-five-minute drive to over 5.5 million people.

B. Future Employment Land Needs

The 2017 Land Base Analysis Study made the following recommendations for the Town's consideration in future planning of the Urban Expansion Area lands:

- Update employment forecasts to 2041 to advance the planning of currently designated and planned employment land supply and ensure lands are serviced to maintain demand for the logistics and warehousing sectors for which Milton has an intensely competitive market.
- Create a tiered hierarchy for Milton's employment areas and define the Town's Prime and General Employment areas. Further, focus on creating new locations for concentrated employment, such as employment nodes/districts with a full range of supportive uses.
- Redevelopment and intensification in the Town's non-employment, mixed-use areas to maintain and create new jobs.
- Prioritize servicing and infrastructure for employment areas with early initiation of Area Servicing Plans, in place of the traditional approach whereby employment areas are serviced through the last phases of Secondary Plan development as they are often located at the periphery due to expansive land needs.
- Smaller designated areas with supportive servicing and infrastructure need to be identified and prioritized through phasing and servicing policies to support smaller businesses and the knowledge-based sector industries.
- Ensure the Secondary Plan process implements Milton's First Principles of Growth.

C. Rural Area Considerations

Some concerns for working in rural areas are on-farm diversification. Employment planning for rural area employment should consider the following:

- Harnessing the advantage of technology in agricultural processes and improving connectivity;
- Enhancing rural/village character and agri-tourism;
- Promoting agriculture as a key sector of the economy;
- Protecting agricultural lands;
- Providing age-in-place opportunities; and
- Promoting access to affordable, local, and culturally appropriate food.

D. Post COVID Consideration

The most common workforce strategy employers relied upon in response to the lockdown was to have employees work from home (also known as remote work). Before the pandemic, most employers said their employees usually did not work from home. However, during the pandemic, almost half of the employers said that their non-essential employees worked from home 80% or more of the time. Looking to a post-pandemic future, around one-third of employers expect employees to work from home 30% to 70% of the time.

There may be a need to consider how employment land use policy support this rising trend and legacy that may continue to stay.

Forming the Big Questions

A series of draft big questions have been formulated to examine the direction for the future policies in the New Official Plan for discussions with stakeholders.

Big Question # 1 Support Employment Base and Businesses	How can the new Official Plan policies protect Milton's existing and future employment base?
Big Question # 2 Accommodate a spectrum of Industries and Businesses	How will the new Official Plan policies accommodate and attract a spectrum of industries and businesses?
Big Question # 3 Formulate Flexibility and Adaptability	How can the new Official Plan policies sustain and foster future employment growth through flexibility and adaptability?
Big Question # 4 Achieve a Sustainable Employment Area	How can the new Official Plan policies for employment areas address the impacts of a changing climate and develop approaches to reduce greenhouse gas emissions and improve air quality?
Big Question # 5 Encourage Employment Intensification outside Employment Areas	How will the new Official Plan policies encourage employment intensification in mixed-use areas and Strategic Growth Areas such as the MTSA, Downtown Milton, Milton Education Village and other nodes in our community areas?
Big Question # 6 Support and Expand Rural Employment	How will the new Official Plan policies support and expand existing and future employment concerns in our rural areas?

ⁱ Milton Economic Insider Report, 2019

ⁱⁱ Council Memo Dec 12, 2022, Andy Scott, Director of Strategic Initiatives and Business Development, Census of Population - Education in Canada, the changing dynamics of the Canadian labour force and how people get to work, and instruction in the minority language

ⁱⁱⁱ Council Memo Dec 12, 2022, Andy Scott

^{iv} June 2022 Population, Employment and Housing Report, Malone Given Parsons, Britannia Secondary Plan Area

^v 2022 Ward Land Economics Retail Commercial Market Assessment _ Britannia

^{vi} Table 2 Intensification and Density Targets, Interim Office Consolidation Regional Official Plan Nov 4, 2022

^{vii} Malone Given Parsons, 2017 Milton Land Base Analysis

^{viii} Council Memo Dec 12, 2022, Andy Scott

^{ix} <https://www.mckinsey.com/featured-insights/future-of-work/the-future-of-work-after-covid-19>

^x 2022-2023 Peel Halton Labour Market report.

^{xi} <https://www.fowcanada.com/trend-review>

^{xii} <https://www.ictc-ctic.ca/wp-content/uploads/2021/07/ICTC-Future-of-Work-July-28-2021-1.pdf>



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Introduction

The We Make Milton Policy Considerations Report for the theme of Working in Milton has been prepared as a part of Stage 3: 'Big Questions' of the New Official Plan project - We Make Milton.

The Background and Information Report for Working in Milton complements this document and explores the current context for Working in and around Milton. The Report explored thoughts and ideas we heard in our previous We Make Milton consultation and engagement with the public. Six Big Questions have been identified on how the Town's New Official Plan can protect and support working in Milton in keeping with our new land use planning vision, 'Choice Shapes Us.'

Official Plan Road Map



Figure 1 New Official Plan Road Map

For each of the six Big Questions, a set of policy considerations has been presented for further discussion. They are the focus for further consultation and engagement with the public. The policy considerations are intended to “answer” the ‘Big Questions,’ and will be used to formulate draft policies in the next stage of the We Make Milton project (Stage 4 New Official Plan). The Big Questions and Policy Considerations link back to the Vision and Guiding Principles established through stages 1 and 2 of the We Make Milton New Official Plan Review Process.

Milton 2051: Choice Shapes Us

In 2051, Milton offers a diversity of options for how and where we live, work, move and grow.
As we evolve, choice is what shapes us.

We Make Milton Vision

The We Make Milton Visioning Report sets out Milton's New Official Plan Vision as “Choice Shapes Us,” explaining that through the implementation of the New Official Plan, as Milton grows, Milton will become a community that offers diverse options for how and where we love to, live, work, move and grow.

When it comes to Working in Milton, residents are concerned about the availability and ability to work regionally, locally and from their homes. Residents and businesses want flexibility and certainty when it comes to job opportunities. They also prefer to work closer to home and to have good transportation and transit connections. These were addressed in our Moving in Milton report.

The Big Questions were formed to dive deeper into the idea of choice, how to deliver viable choices for employment, and how to build the land use planning framework for Milton’s New Official Plan to fulfil the Vision and Guiding Principles.

Guiding Principles



Figure 2 Working in Milton’ Guiding Principles Hierachy

Twelve guiding principles were established for the New Official Plan at the visioning stage. The Guiding Principles provide direction to and evaluate the policy considerations as they are developed to answer the Big Questions. The Guiding Principles cover all four theme areas, Living, Moving, Working and Growing. However, some themes will cover specific Guiding Principles more than others.

The Big Questions and Policy Considerations for the Working in Milton theme are strongly tied to the Guiding Principles of: “Be Creative and Provide Choice,”; “Mix Uses,”; “Diversify and Prosper,”; “Support Arts, Culture, and Recreation”; “Protect our Environment”; “Support the Rural Area “; “Collaborate” and “Think Local.” While the other Guiding Principles are still relevant to some of the Working in Milton Policy considerations, they will be further discussed and supported by exploring the different themes.

Within the Guiding Principles, intentions were also developed. The chart below highlights the descriptions and intentions discussed through the Working in Milton Big Questions and Policy Considerations.

Table 1. Guiding Principles Descriptions and Intentions.

1. Be Creative and Provide Choice	<ul style="list-style-type: none"> • Allow for creativity in the development process while meeting provincial and regional planning requirements. • Ensure safe and affordable housing options for all generations of Miltonians. • Provide reliable and equitable mobility choices, including lower-impact options, such as transit, walking and cycling. • Ensure a range of options for growth and development at different heights, scales and densities. • Balance infill and intensification in appropriate and strategic locations, new greenfield development and urban expansion. • Plan for a vibrant business environment that offers a range of economic and job opportunities so that more Miltonians can choose to live and work here.
2. Mix Uses	<ul style="list-style-type: none"> • Create complete communities that will support a high quality of life and provide for healthy, sustainable and active lifestyles. • Provide a diverse mix of housing types (like rental, live-work and supportive housing) and forms (like single/ semi-detached, townhouses and apartments). • Mix housing with stores, restaurants, live-work buildings, certain types of employment, community services and places of worship. • Enhance and revitalize main streets, corridors, nodes and other existing mixed-use areas. • Create and sustain new mixed-use areas to accommodate forecasted population and job growth.
3. Move Efficiently and Safely	<ul style="list-style-type: none"> • Link land use plans with local, regional and provincial transportation plans. • Integrate transport modes, whether for passengers or goods, for greater efficiency. • Advocate for enhanced GO Transit service, new transit stations and a regional transit governance structure. • Where possible and appropriate, encourage transit oriented development forms. • Maintain, improve, integrate and grow existing mobility infrastructure, including roads, trails, paths and parking. • Increase the availability of lower carbon impact transportation options such as public transit and multiuse path systems. • Ensure that all mobility options are designed and operated in a way that protects the health and safety of all Miltonians and enhances quality of life.
4. Diversify and Prosper	<ul style="list-style-type: none"> • Protect employment lands to balance job growth with residential growth, and provide opportunities for investment and growth. • Provide local opportunities for post-secondary education and training. • Support Milton's traditional sectors and attract new industrial development, including manufacturing, warehousing and logistics. • Balance job growth in traditional sectors with the growth of knowledge-based employment uses, including research and development, and other emerging sectors. • Attract innovative entrepreneurs, employers and highly-skilled niche talent to Milton. • Create infrastructure and partnerships to attract new employment assessment.

1. Be Creative and Provide Choice	<ul style="list-style-type: none"> • Allow for creativity in the development process while meeting provincial and regional planning requirements. • Ensure safe and affordable housing options for all generations of Miltonians. • Provide reliable and equitable mobility choices, including lower-impact options, such as transit, walking and cycling. • Ensure a range of options for growth and development at different heights, scales and densities. • Balance infill and intensification in appropriate and strategic locations, new greenfield development and urban expansion. • Plan for a vibrant business environment that offers a range of economic and job opportunities so that more Miltonians can choose to live and work here.
	<ul style="list-style-type: none"> • Take advantage of Milton's proximity to significant transportation corridors and growing technology clusters.
5. Prioritize the Public Realm	<ul style="list-style-type: none"> • Create and sustain quality public spaces and gathering places throughout Milton to support social connectedness and safety, and to create a sense of place and character. • Design public spaces that are safe that are safe, integrated and create a sense of place and character. • Achieve design excellence through site/building design and streetscaping techniques. • Protect and promote Milton's outstanding public views, vistas and destinations.
6. Support Arts, Culture, and Recreation	<ul style="list-style-type: none"> • Promote local art resources and businesses/creative industries and invest in public art. • Protect, enhance, develop and promote Milton's unique identity, cultural assets and heritage resources. • Provide recreational and social programming that is inclusive, appeals to a diverse population and supports community building. • Distribute and integrate facilities and services throughout Milton so that all neighbourhoods and residents are well-served. • Celebrate and share Milton's history, accomplishments, assets and community pride.
7. Make Connections	<ul style="list-style-type: none"> • Connect Milton to municipalities across the GTHA, Ontario and beyond. • Make best use of access to 400-series highways and proximity to ports, air and rail, as well as the Canada-U.S. border. • Enhance linkages between urban and rural Milton. • Improve internal connections by enhancing paths and trails and encouraging a modified grid system of streets in new neighbourhoods and redevelopment areas to maximize ease of mobility. • Plan and implement infrastructure and technology for a 'smart city'.
8. Protect our Environment	<ul style="list-style-type: none"> • Protect and enhance Milton's natural heritage. • Ensure that new development is integrated with the surrounding environment. • Promote the enjoyment and responsible use of Milton's many natural areas and assets. • Recognize linkages between our environment, economy and quality of life.

1. Be Creative and Provide Choice	<ul style="list-style-type: none"> • Allow for creativity in the development process while meeting provincial and regional planning requirements. • Ensure safe and affordable housing options for all generations of Miltonians. • Provide reliable and equitable mobility choices, including lower-impact options, such as transit, walking and cycling. • Ensure a range of options for growth and development at different heights, scales and densities. • Balance infill and intensification in appropriate and strategic locations, new greenfield development and urban expansion. • Plan for a vibrant business environment that offers a range of economic and job opportunities so that more Miltonians can choose to live and work here.
	<ul style="list-style-type: none"> • Reduce greenhouse gases and respond to the impacts of climate change.
9. Support the Rural Area	<ul style="list-style-type: none"> • Protect and enhance the livability and character of rural Milton. • Provide for a competitive, diverse and flexible agricultural economy. • Promote local food production and enhance the agri-food network. • Ensure the wise use and management of resources, including mineral aggregates. • Provide for healthy, integrated and viable hamlets and rural areas. • Manage the agricultural and urban interface.
10. Encourage Good, Green Design	<ul style="list-style-type: none"> • Inspire, plan and design attractive built form in a variety of typologies and scales that reflect the unique identity, geography and context of Milton. • Implement green infrastructure and low impact development strategies. • Encourage design initiatives that improve air and water quality, support energy efficiency and conserve water and other resources. • Improve the sustainable performance of new development in Milton.
11. Collaborate	<ul style="list-style-type: none"> • Include and engage all Miltonians in planning processes and use input to inform planning decisions. • Work collaboratively with other administrations, agencies and sectors. • Support timely and coordinated infrastructure investments from all levels of government. • Partner to deliver long-term, predictable and well-timed infrastructure funding. • Use funding tools and incentives to support local businesses and new development.
12. Think Local	<ul style="list-style-type: none"> • Support existing businesses, including local stores, services, restaurants and farms. • Attract new retail development to support a growing population. • Revitalize downtown Milton, our villages and other commercial areas. • Celebrate and promote Milton through local programming and events. • Work with the appropriate agencies to ensure Miltonians have local access to high-quality community services.

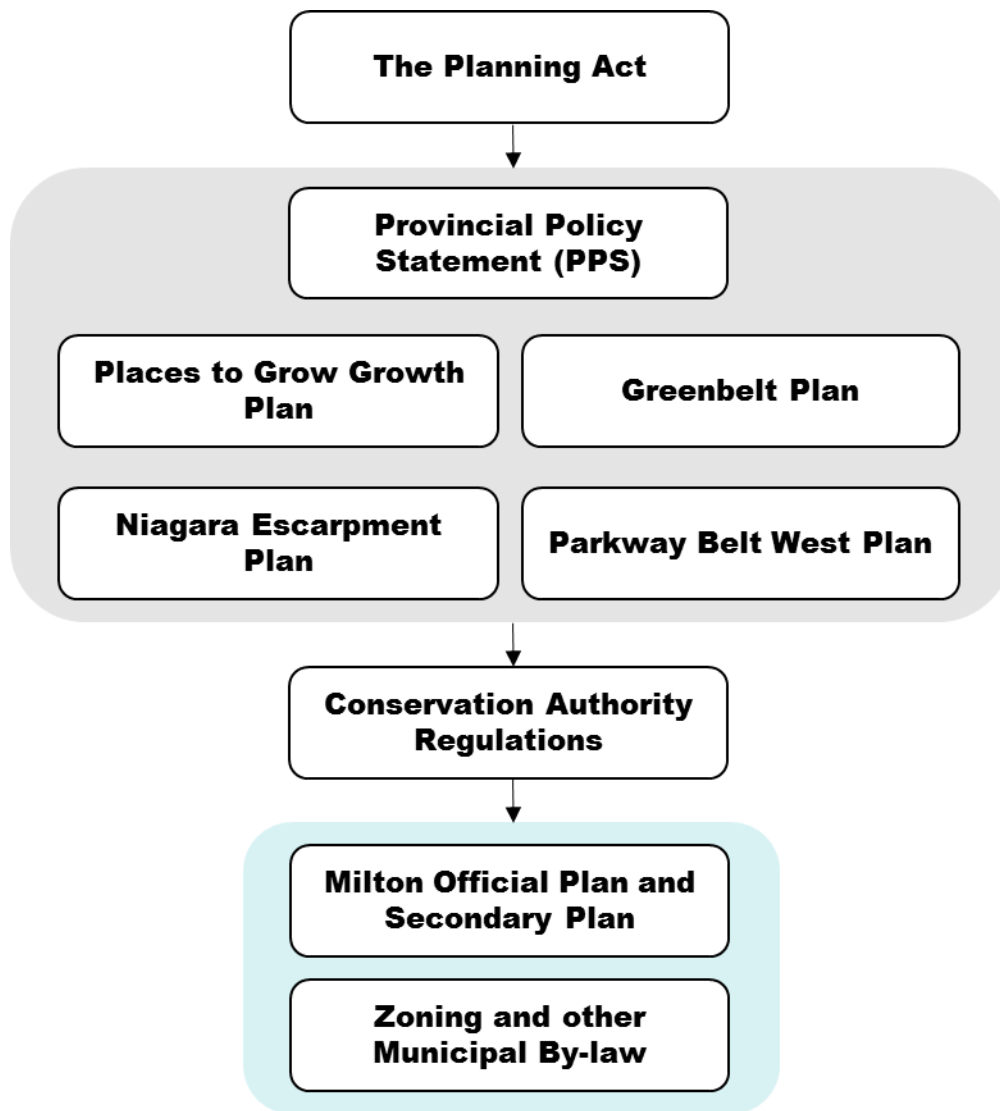


Figure 3 Planning Legislation Hierarchy_Federal to Local

The documents highlighted in Table 2 below are statutory documents that must be adhered to and considered when drafting policy considerations and, eventually, New Official Plan policies related to the Working in Milton theme. These documents can be at a Provincial , Regional level or Local.

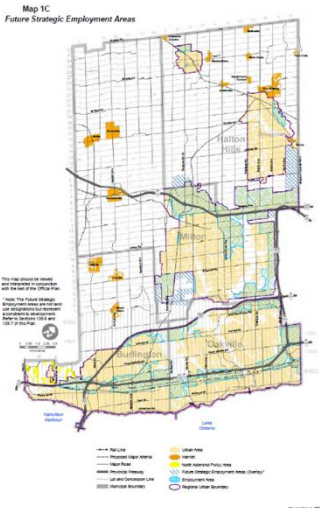
***At the time this document was prepared the Province was consulting on a proposal to replace the Growth Plan and Provincial Planning Statement with a new Policy Planning Statement. Table 2 refers to current polices in-effect.**

Table 2. Legislation Applicable to Milton.

Provincial Plan	Purpose and Direction
The Planning Act ⁱ	<p>The Planning Act aims to provide fair planning processes by making them open, accessible, timely and efficient. It integrates matters of provincial interest into provincial and municipal planning decisions, recognizes the decision-making authority and accountability of municipal councils in planning, and establishes tools that can be used to achieve local growth and development goals.</p> <p>It supports forecasted population and employment growth as set out in a growth plan approved under the Places to Grow Act of 2005. It applies to the Greater Golden</p>

Provincial Plan	Purpose and Direction
	Horseshoe growth plan area designated in Ontario Regulation 416/05 (Growth Plan Areas).
A Place to Grow: Growth Plan for Greater Golden Horseshoe, consolidated 2020 ⁱⁱ	<p>The Plan provides population and employment forecasts for all upper- and single-tier municipalities in the GGH. Municipal Planning authorities may plan for the long-term protection of employment areas. It supports the achievement of complete communities with protected employment zones. It stresses the importance of ensuring an adequate land supply within employment areas - both for traditional industries, service sectors and knowledge-based businesses that warrant such locations and sites for a broad range of other employment uses. The Milton Urban Growth Centre will be planned to achieve, by 2031 or earlier, a minimum density target of 200 residents and jobs combined per hectare.</p>
Greenbelt Plan, 2017 ⁱⁱⁱ	<p>The Greenbelt Plan aims to protect against the loss of agricultural land, protect the natural heritage and water resource systems that sustain ecological and human. Its purpose is to provide for a diverse range of economic and social activities associated with rural communities, agriculture, tourism, and recreation to build resilience while helping to mitigate the effects of climate change.</p> <p>The Plan lists the following components as its main areas of enhancement and promotion:</p> <ul style="list-style-type: none"> • Agricultural viability and protection • Environmental protection • Culture, recreation, and tourism • Settlement areas • Infrastructure and natural resources • Climate change
Niagara Escarpment Plan, consolidated April 2021 ^{iv}	<p>This Plan applies to development within or near Niagara Escarpment (NE) lands. The NE Plan work within the framework set out by the Growth Plan for the Greater Golden Horseshoe for where and how employment growth should be accommodated. Generally, lands zoned for Agricultural use within the NEP permits the growing of crops, nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value retaining facilities, and accommodation for full-time farm labour when the size and nature of the operation require additional employment.</p>
Provincial Policy Statement, 2020 ^v	<p>The Provincial Policy Statement is a consolidated statement of the government's land-use planning policies issued under Section 3 of the Planning Act. It gives provincial direction on key land use planning issues that affect Milton, such as:</p> <ul style="list-style-type: none"> • Efficient use and management of land and infrastructure • The provision of sufficient housing to meet changing needs, including affordable housing • The protection of the environment and resources, including farmland, natural resources (for example, wetlands and woodlands) and water • Opportunities for economic development and job creation

Provincial Plan	Purpose and Direction												
	<ul style="list-style-type: none">The appropriate transportation, water, sewer and other infrastructure needed to accommodate current and future needs												
Regional Plan	Purpose and Direction												
Region of Halton Official Plan, Interim Office Consolidation of the Regional Official Plan November 4, 2022 ^{vi}	<p>The November 4, 2022, Interim Office Consolidation of the Regional Official Plan consolidates the Halton Region Official Plan to include ROPA 48 and 49, which the Regional Council adopted as a part of the Regional Official Plan Review (ROPR) process and as subsequently modified and approved by the Ministry of Municipal Affairs and Housing on November 10, 2021, and November 4, 2022</p>												
	<p>The Regional Urban Structure directs growth to Strategic Growth Areas, protects Regional Employment Areas, and is accompanied by a growth strategy for Halton based on the distribution of population and employment.</p>												
	<p>The Urban Area of Milton is planned to accommodate the distribution of 350,870 in population and 124,390 in employment by 2051. Therefore, the Regional phasing for Milton is shown in the Table below.</p>												
	<p>The targeted employment distribution for Milton is 124,390 by 2051</p>												
	<table><tr><th>Year</th><th>2021</th><th>2041</th><th>2051</th></tr><tr><td>Employment</td><td>98,340</td><td>114,330</td><td>124,390</td></tr><tr><td>Population</td><td>137,990</td><td>277,000</td><td>350,870</td></tr></table>	Year	2021	2041	2051	Employment	98,340	114,330	124,390	Population	137,990	277,000	350,870
	Year	2021	2041	2051									
	Employment	98,340	114,330	124,390									
	Population	137,990	277,000	350,870									
	<p><i>Source: Region of Halton Official Plan (Nov 2022), Table 1 Population and Employment Distribution</i></p>												
	<p>The employment objectives of the Halton Region OP are:</p> <ul style="list-style-type: none">To provide for an appropriate range and balance of employment uses, including industrial, office and retail and institutional uses to meet long-term needs.To direct where employment uses should be located and to protect areas designated for such uses.												
<p>The Regional OP requires Milton to demonstrate with sufficient details, through their respective Official Plans and amendments thereof, how the distribution of population and employment targets in the Regional phasing can be achieved and maintained at all times.</p>													
<p>Clause (22) Require the Local Municipalities to include in their Official Plans development criteria to ensure that, outside of Employment Areas, the redevelopment of any employment lands will retain space for a similar number of jobs to remain accommodated on site.</p>													
<p>Clause 77(5) Requires the Local Municipalities to prepare Area-Specific Plans or policies for major growth areas, including the development or redevelopment of</p>													

Provincial Plan	Purpose and Direction
	<div data-bbox="329 163 646 667">  </div> <div data-bbox="678 163 1567 556"> <p>communities. The area may contain solely employment lands without residential uses or solely a Strategic Growth Area. Such plans or policies shall be incorporated by amendment into the Local Official Plan and demonstrate how this Plan's goals and objectives are being attained.</p> <p>The Future Strategic Employment Areas aim to identify and protect from incompatible uses of certain lands strategically located to major transportation facilities and existing Employment Areas. Therefore, future Strategic Employment Areas are not land use designations and confer no permitted uses.</p> </div> <div data-bbox="370 688 1023 720"> <p>Figure 4 ROPA Map 1C_ Future Strategic Employment</p> </div>
Local Plan	Purpose and Direction
<p>Milton Official Plan Office Consolidation March 2023^{vii}</p>	<p>The current Milton Official plan prescribes the Town policies on employment land uses. The aim is to provide choices for protecting and preserving employment areas for current and future land uses. The goal of the employment policies in the Milton OP is to maintain and enhance the Town's economic base through significant economic development (Section 2.4.1). In addition, the employment policies aim to ensure that sufficient designated lands are available within the Urban Area to accommodate current and future business activities in a compactly built form that efficiently utilizes land and infrastructure (Section 3.7.1.2).</p> <p>Generally, employment uses are to be in strategic locations, particularly in the vicinity of existing major highway interchanges and rail yards (Section 3.7.1.2.a). The designated "Employment Areas" permit a wide range of business and economic activities and are defined by specific employment land use designations: Office Employment, Business Park, Industrial and Business Commercial. (Section 3.7.1.1).</p>

Guidance Documents

In addition to legislative documents, many guidance documents apply and must be considered when drafting policies and policy considerations concerning the Working in Milton theme. There are Federal guidelines, Provincial guidelines and Regional guidelines

Table 3. Documents Guiding Working in Milton Directions.

Regional	
Halton Region Employment Survey 2021 <small>viii</small>	<p>Provides a summary of how people work in the Region of Halton. The highlights from the 2021 Employment Survey based on the responses from businesses are:</p> <ul style="list-style-type: none">• Jobs in Halton increased by an estimated 2.8 percent (6,400) between 2020 and 2021.• Businesses in the Professional, Scientific and Technical Services sector saw the highest net estimated increase in jobs—a more than 17 percent increase from 2020.

Regional	
	<ul style="list-style-type: none"> • More than 26.7 percent of employers indicated they had staff working from home. • Milton has 14.6 percent (1,990) of Halton businesses. • Milton has 15.5 percent (36,300) of Halton estimated jobs.
Local	
Milton Economic Development Strategy 2022-2026 ix	<p>The Milton's Economic Development Strategy set forth a plan for achieving sustainable enterprise and job creation, innovation growth, talent development, and quality of place enhancements. Its four goals are:</p> <ul style="list-style-type: none"> • Grow and Cultivate Milton's Export Clusters to foster prosperity • Bolster Milton's start-up ecosystem to drive future competitiveness • Build Milton as a premier destination for diverse talent and define and • Promote Milton's brand for new economic development.
2017 Milton Land Base Analysis x	<p>The Land Base Analysis (LBA) report was completed as part of Halton Region's growth management conformity exercise with the Growth Plan for the Greater Golden Horseshoe, 2006 ("2006 Growth Plan"). It identifies the Town's urban expansion area, comprising new community and employment areas. Through adopting Regional Official Plan Amendment 38 ("ROPA #38"), the Town of Milton is planned to accommodate approximately 238,000 people and 114,000 jobs throughout the built-up area and designated greenfield areas by 2031.</p>
November 2022 Statistic Canada Census of Population Data xi	<p>This memo from our Economic Development staff provides a brief overview of the observations from the November 30, 2022 Census of Population related to education, labour force, commuting, and instruction in the minority language. The document noted the changing dynamics of the Canadian labour force, how people get to work, and instruction in the minority language.</p>

Ongoing Initiatives

Proposed 2023 Provincial Planning Statement Changes^{xii}

On April 6, 2023, the province released for comment the proposed 2023 Provincial Planning Statement. It proposes to repeal A Place to Growth - the Growth Plan for the Greater Golden Horseshoe and the 2020 Provincial Policy Statement and replace both with a new integrated Provincial Planning Statement. All decisions that relate to a planning matter will be required to be consistent with this statement when enacted. A summary of the key policies about employment are:



Growth Targets

- With the proposed repeal of the Growth Plan, municipalities will **no longer be required to plan specific population and employment targets for a horizon year**.
- When updating official plans, municipalities will be required to **have enough land designated for at least 25 years** (a change from up to 25 years), with planning expressly allowed to extend beyond this horizon for infrastructure, **employment areas and strategic growth areas**.

Employment Land Conversions

- Municipalities can consider (and landowners can apply for) the **removal of land from employment areas**. The tests to be met include that there is a need for the removal, and the land is not required for employment uses over the long term; however, in the absence of land budgets and targets to be met with the proposed repeal of the Growth Plan, the application of these tests will rely on targets contained in official plans. The Planning Act continues to limit the ability to appeal refusals or non-decisions of such applications, but Bill 97 proposes to change the definition of areas of employment.

Employment Areas

- The definition of 'employment areas' is proposed to be changed in both the Planning Act and the new PPS.
- Employment Areas will mean those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities.
- Uses that are excluded from employment areas are institutional and commercial, including retail and office not associated with the primary employment use listed above.^{xiii}
- Industrial, manufacturing and small-scale warehousing uses that could be located adjacent to sensitive land uses without adverse effects are encouraged in strategic growth areas and other mixed-use areas where frequent transit service is available outside of employment areas.^{xiv}
- Planning authorities shall designate, protect and plan for all *employment areas* in *settlement areas* by:
 - a) planning for *employment area* uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
 - b) prohibiting residential uses, commercial uses, *public service facilities* and other institutional uses;
 - c) prohibiting retail and office uses that are not associated with the primary employment use;
 - d) prohibiting other *sensitive land uses* that are not ancillary to the primary employment use; and

- e) including an appropriate transition to adjacent non-*employment areas* to ensure land use compatibility.^{xv}

Provincially Significant Employment Zones

- These zones, introduced in 2019 without any substantial policy implementation, will no longer exist with the repeal of the Growth Plan. The government is **considering alternative approaches to protect these lands, possibly through the use of the minister's zoning orders**

Rural Areas in Municipalities

The new PPS proposes that healthy, integrated and viable rural areas should be supported by:

- a) building upon rural character, and leveraging rural amenities and assets;
- b) promoting regeneration, including the redevelopment of brownfield sites;
- e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
- f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
- h) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 24.3.

Proposed Bill 97 Changes to the Planning Act^{xvi}

This new Bill proposes to **change the definition of “*area of employment*”** which will mean an area of land designated in an official plan for clusters of business and economic uses, those being uses that meet the following criteria:

1. The uses consist of business and economic uses, other than uses referred to in paragraph 2, including any of the following:
 - i. Manufacturing uses.
 - ii. Uses related to research and development in connection with manufacturing
 - iii. Warehousing uses, including uses related to the movement of goods.
 - iv. Retail uses and office uses that are associated with uses mentioned in subparagraphs i to iii.
 - v. Facilities that are ancillary to the uses mentioned in subparagraphs i to iv.
 - vi. Any other prescribed business and economic uses.
2. These uses are not permitted:
 - i. Institutional uses.
 - ii. Commercial uses, including retail and office uses not referred to in subparagraph 1 iv.

Municipal Studies

In addition to the Official Plan, the Town has a couple of other ongoing studies which will contribute to working-related policies and initiatives. The We Make Milton project will also update input from these studies to ensure they align with the Vision for Milton set out in the New Official Plan.

Housing and Non-Residential Needs Analysis Study

The Housing and Non-Residential Needs Analysis is an ongoing Study to identify the Town's future housing and employment requirements for the next 30 years. The Study will form the basis of the growth strategy in the Town's new Official Plan and inform regional infrastructure planning. The targeted completion date is the fall of 2023.

Town of Milton Strategic Plan

The new Strategic Plan currently in progress will identify priorities in the new term of Council for the community. It will involve community engagement and input to formulate the future needs of Milton.

Big Questions and Policy Considerations

What are the Big Questions?

The Big Questions evaluate various policy options and identify recommended policy considerations. They are framed by the Vision Statement and Guiding Principles of the New Official Plan and help recommend policy directions that will guide the following project stages. In addition, these questions help ensure that the policy considerations being formed are responding to the proper concerns and needs of the community as we plan toward 2051.

What are Policy Considerations?

Policy Considerations focus on potential policy approaches for Milton's new Official Plan. The policy considerations "answer" the big questions while considering the Guiding Principles that have been established for Milton's New Official Plan. For each Big Question, policy considerations fall into three categories:

- 1) Things that **MUST** be done to conform to/be consistent with provincial and regional policies;
- 2) Things that **SHOULD** be done because they implement current/best practices; and
- 3) Things that **COULD** be done because they are innovative and respond to specific local needs, opportunities, or challenges.

BQ1: Support Employment Base and Businesses

How can the new Official Plan policies protect Milton existing and future employment base?

Big Question #1

Working in Milton Policy Considerations for Big Question 1:

The following considerations have been identified as a result of the above exploration of Big Question #1, for further discussion through We Make Milton:

Working in Milton Policy Consideration 1.1

The new Official Plan must continue to protect existing and future employment areas to attract new businesses and ensure the diversity of the Town's employment base..

- The Provincial policy direction require municipalities to plan for, protect and preserve employment areas to meet long terms needs. It is acknowledged that the attraction of a skilled talent pool to attract and support a diversity of businesses can be explored in conjunction with the Town's Economic Development Strategy.
- This consideration relates to Guiding Principles 4 and 12.

Working in Milton Policy Consideration 1.2

The new Official Plan should consider the trend in the local and provincial labour pools when creating policies to support the local employment base and businesses.

- The Town is mandated to implement employment policies in accordance with federal, provincial and regional requirements through land use planning and our economic development strategy.
- The Town shall continue to form collaborative partnerships with the community and businesses
- This consideration relates to Guiding Principles 2, 3 and 10.

Employment Area

means those areas designated in an official plan for clusters of business and economic activities including, manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. Uses that are excluded from employment areas are institutional and commercial, including retail and office not associated with the primary employment use listed above.

(PPS 2023 proposed)

Big Question #2

BQ2: Accommodate a spectrum of Industries and Businesses

How will the new Official Plan policies accommodate and attract a spectrum of industries and businesses?

Working in Milton Policy Considerations for Big Question 2:

The following considerations have been identified as result of the above exploration of Big Question #2, for further discussion through We Make Milton:

Working in Milton Policy Consideration 2.1:

The new Official Plan should ensure employment lands provide sufficient space to attract, retain and expand industrial uses, knowledge-based businesses and the cultural, service and hospitality sectors.

- The Town has a predominantly young and well educated workforce. There is a need to achieve a better balance between the characteristics of the local workforce and the range of employment opportunities available within the Town.
- This consideration relates to Guiding Principles 1 and 4

Working in Milton Policy Consideration 2.2:

The new Official Plan should encourage diverse employment lands that increase employment opportunities and support the Town's economic growth and competitiveness.

- The new employment policies shall be aligned with the Town's Economic Development Strategy.
- There is a need to provide opportunities for a diversified economic base, including maintaining a range of employment uses, suitable sizes and locations.
- This consideration relates to Guiding Principles 1 and 4.

Working in Milton Policy Consideration 2.3

The new Official Plan should protect, expand, and support employment areas in mixed-use districts, campus institutions, and a provide variety of jobs and services to increase the diversity of employment uses.

- Some uses to be considered for permitted uses could include vertical farming, head offices, the green innovation sector, prestigious employment offices and lab spaces in an industrial area subject to compliance with the proposed Provincial Planning Statement (PPS).
- This consideration relates to Guiding Principles 4 and 12

BQ3: Formulate Flexibility and Adaptability

How can the new Official Plan policies sustain and foster future employment growth through flexibility and adaptability?

Big Question #3

Working in Milton Policy Considerations for Big Question 3:

The following considerations have been identified as result of the above exploration of Big Question #3, for further discussion through We Make Milton:

Working in Milton Policy Consideration 3.1:

The new Official Plan Policies must sustain and foster future employment growth through flexibility and adaptability.

- Official Plan policies for Employment Areas and Strategic Growth Areas should accommodate a range of business opportunities.
- Employment Policy consideration shall examine the impact and trend of people working from home and the scope to accommodate compatible employment uses in residential areas.
- This consideration relates to Guiding Principles 4 and 1

Working in Milton Policy Consideration 3.2:

The new Official Plan could enable opportunities for small independent businesses, non-profit organizations, and employers in arts and culture who are at risk of displacement due to redevelopment, rising rents, insecure tenures, and competition for space.

- The Town could consider incentives to encourage and assist small to medium enterprises, such as stream lined decision processes.
- The needs of specific groups such as charitable organizations, start-ups, and indigenous groups should be considered.
- This consideration relates to Guiding Principles 6

Working in Milton Policy Consideration 3.3:

The new Official Plan Policies should support economic development opportunities for shared location, flexible workspace arrangements, and alternate ownership models to increase the viability of commercial areas and to address the displacement of small businesses, city serving industrial, community-serving spaces, and First Nations.

- The type of evolving workspaces must be considered in our constantly changing work environment.
- This consideration relates to Guiding Principles 11 and 12

BQ4: Achieve a Sustainable Environment in Employment Areas

How can the new Official Plan policies for employment areas address the impacts of a changing climate and develop approaches to reduce greenhouse gas emissions and improve air quality?

Big Question #4

Working in Milton Policy Considerations for Big Question 4

The following considerations have been identified as result of the above exploration of Big Question #4, for further discussion through We Make Milton:

Working in Milton Policy Consideration 4.1:

The new Official Plan Policies must ensure that Employment Areas planned for industrial and manufacturing uses shall provide for separation or mitigation from sensitive land uses to maintain the long-term operational and economic viability of the planned uses and function of these areas.

- Environmental protection measures must be implemented to avoid environmental damage and the harmful impact on sensitive land uses so as to achieve environmental sustainability and good health.
- Flexibility and adaptability must have a link to the technology and utility needs required for businesses/industries to address environmental sustainability.
- This consideration relates to Guiding Principles 2 and 11.

Working in Milton Policy Consideration 4.2:

The new Official Plan must prepare policies for climate change; reduce greenhouse gas emissions; plan for more resilient, environmentally sustainable, and complete communities; and support sustainable development such as low impact development, district energy, and water conservation measures in our employment areas

- This consideration relates to Guiding Principles 2, 8 and 10.

Working in Milton Policy Consideration 4.3:

The new Official Plan shall promote green innovation, green infrastructure and low-impact development strategies for employment areas.

- The green innovation sector is a growing sector which is part of the economic development strategy.
- There exist opportunities to incorporate low carbon technologies and environmentally sustainable features in Commercial and Industrial development.
- This consideration relates to Guiding Principles 8 and 10

Green Infrastructure

means natural and human-made elements that provide ecological and hydrological functions and processes.

Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs.

(PPS).

BQ5: Encourage Employment Intensification outside Employment Areas

How will the new Official Plan policies encourage employment intensification in mixed-use areas and Strategic Growth Areas such as the MTSA, Downtown Milton, Milton Education Village, and other nodes in our community areas?

Working in Milton Policy Considerations for Big Question 5:

The following considerations have been identified as result of the above exploration of Big Question #5, for further discussion through We Make Milton:

Working in Milton Policy Consideration 5.1:

The new Official Plan must direct major office and institutional developments to the Town's current and future Major Transit Station Areas and Strategic Growth Areas.

- The areas surrounding Downtown Milton, Milton Education Village, Downtown Milton GO Station and the planned Milton Trafalgar GO Station provide strategic opportunities for increasing employment and commercial activities.
- The new OP could have specific targets for commercial and office-related employment and/or GFA to fulfill the community's' needs.
- The new OP should ensure that the number of jobs accommodated on employment lands in strategic growth area is retained.
- This consideration relates to Guiding Principles

Major Transit Station Areas (M.T.S.A.)

means the area including and around any existing or planned higher order transit station or stop within a settlement area; or the area including and around a major bus depot in an urban core. Major transit station areas generally are defined as the area within an approximate 500 to 800 metre radius of a transit station, representing about a 10-minute walk.

(PPS).

Working in Milton Policy Consideration 5.2

The new Official Plan should protect and expand areas for compatible employment uses in neighbourhoods, fostering more complete and walkable transit-supportive neighbourhoods with a mix of housing, jobs, shops, and services.

- Providing compatible ancillary employment uses, such as home occupations, retail and other commercial uses in residential and mixed-use neighbourhoods, within a short walk can help to reduce car dependency and support the availability of services and amenities in neighbourhoods.
- This consideration relates to Guiding Principles 2 and 4.

Working in Milton Policy Consideration 5.3

The new Official Plan should explore opportunities to increase employment through the intensification of employment lands and commercial sites.

- There are opportunities to support the intensification and redevelopment of employment lands through infill and higher-density development forms.

- This consideration relates to Guiding Principles 1,2, and 12.

Big Question #6

BQ6: Support and Expand Rural Employment

How will the new Official Plan policies support and expand existing and future employment concerns in our rural areas?

Working in Milton Policy Considerations for Big Question 6:

The following considerations have been identified as a result of the above exploration of Big Question #6, for further discussion through We Make Milton:

Working in Milton Policy Consideration 6.1:

The new Official Plan must protect employment and economic activities in our prime agricultural areas for long-term agricultural use while enabling the agri-food sector to thrive

- The economic viability of farms is critical to sustain the agri-food sector and the environmental services provided by farming.
- This consideration relates to Guiding Principles 9.

Working in Milton Policy Consideration 6.2:

The new Official Plan should create a healthy, integrated and viable rural area that builds on rural Milton's character, infrastructure, amenities and assets, including reliable broadband internet and the expansion of infrastructure to encourage employment.

- The new OP should consider opportunities to support local servicing and infrastructure in the rural area to promote viable rural employment.
- The new Official Plan should consider opportunities to support the role of hamlets as service centres and economic hubs in the rural area.
- This consideration relates to Guiding Principles 9 and 12.

Working in Milton Policy Consideration 6.3:

The new Official Plan policies must protect prime agricultural areas for all types, sizes and intensities of agricultural uses, agriculture-related uses, and normal farm practices

- The new Official Plan policies must consider the economic benefits for all industries when planning for future rural economic activities.^{xvii}
- Rural economic activities other than agri-tourism/cycling, equestrian, and raceway/casino activities need to be considered.
- This consideration relates to Guiding Principles 9.

Working in Milton Policy Consideration 6.4:

The new Official Plan policies must identify and protect adequate mineral aggregate reserves for long-term use, while minimizing any adverse environmental impacts.



Figure 5 Agr-Tourism in Milton

- Rural economic activity such as mineral and aggregate extraction are a vital part of Milton's employment areas and must be protected.
- This consideration relates to Guiding Principles 9.

On-farm Diversified Uses

Uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. Land-extensive energy facilities, such as ground-mounted solar battery storage are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.



Figure 6 Prime Agriculture in Milton

Stage 4: New Official Plan Drafting

What's Next

The development of the Big Questions and Policy Considerations concludes Stage 3 of the New Official Plan Project for Working in Milton. Upon the completion of Stage 3 for all four themes, the We Make Milton New Official Plan project will move into Stage 4: New Official Plan Drafting. Through the next phase of the project, the policy considerations that have been developed for each theme will be used as a direction to form draft policies for the New Official Plan.

How to stay involved!

We will be looking for your feedback on the policy considerations identified for each Big Question, and there will be a number of opportunities to do so:

1. All community members are encouraged to visit the New Official Plan web page to learn about the project and find updates/opportunities to provide input.
2. All of our We Make Milton reports are available on the Town's webpage.
3. Register for email notifications, and we will let you know when future We Make Milton documents are available.
4. We are always interested in talking to stakeholders and community groups to learn more about what you deem important and valuable. If you would like to be part of our stakeholder committee, please get in touch with our We Make Milton planning team
5. If you have any other questions or comments, please do not hesitate to contact our We Make Milton planning team

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Working in Milton

SURVEY RESPONSE REPORT

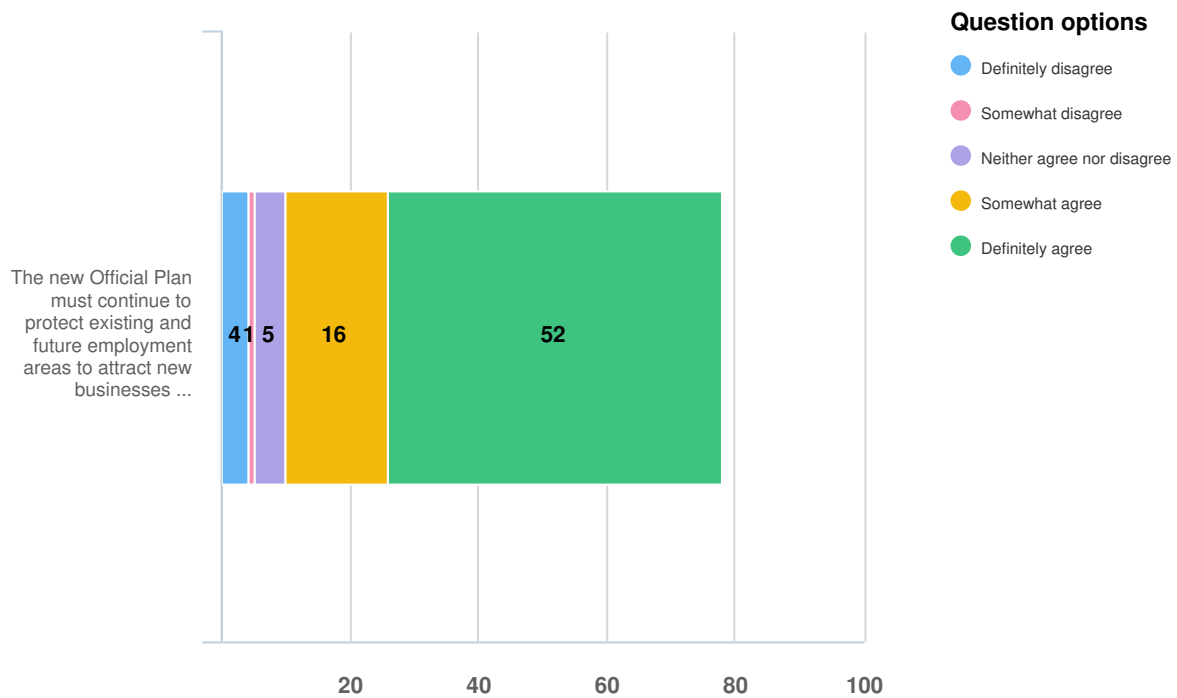
29 May 2023 - 21 June 2023

PROJECT NAME:

We Make Milton - Official Plan project

SURVEY QUESTIONS

Q1 | The new Official Plan must continue to protect existing and future employment areas to attract new businesses and ensure th...



Optional question (78 response(s), 1 skipped)

Question type: Likert Question

Q1 | The new Official Plan must continue to protect existing and future employment areas to attract new businesses and ensure th...

The new Official Plan must continue to protect existing and future employment areas to attract new businesses and ensure the diversity of the Town's employment base.

Definitely disagree : 4



Somewhat disagree : 1



Neither agree nor disagree : 5



Somewhat agree : 16

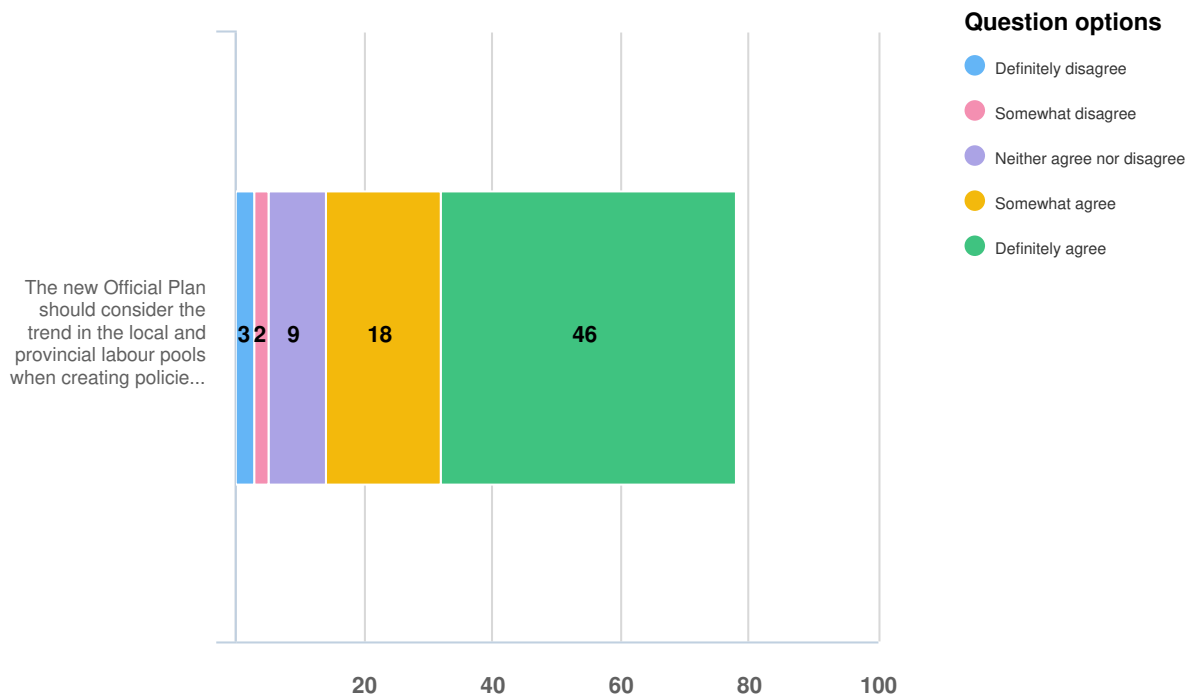


Definitely agree : 52



5 10 15 20 25 30 35 40 45 50 55

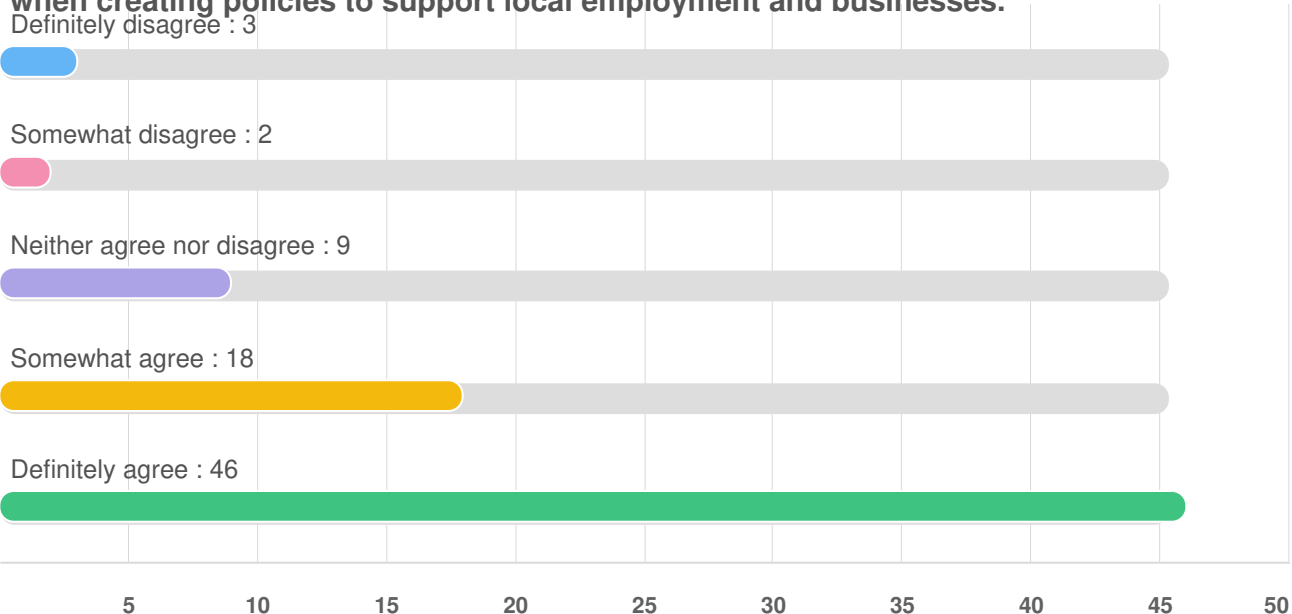
Q2 | The new Official Plan should consider the trend in the local and provincial labour pools when creating policies to support ...



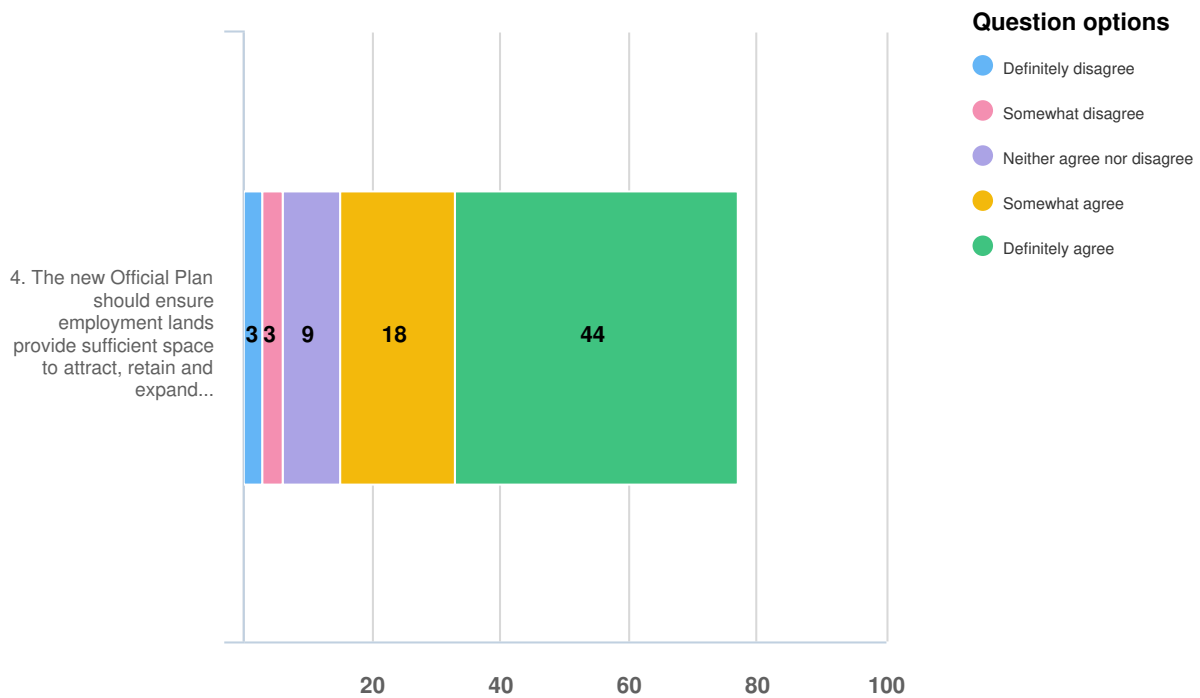
Optional question (78 response(s), 1 skipped)
Question type: Likert Question

Q2 | The new Official Plan should consider the trend in the local and provincial labour pools when creating policies to support ...

The new Official Plan should consider the trend in the local and provincial labour pools when creating policies to support local employment and businesses.



Q3 | The new Official Plan should ensure employment lands provide sufficient space to attract, retain and expand industrial uses...



Optional question (77 response(s), 2 skipped)

Question type: Likert Question

Q3 | The new Official Plan should ensure employment lands provide sufficient space to attract, retain and expand industrial uses...

4. The new Official Plan should ensure employment lands provide sufficient space to attract, retain and expand industrial uses, knowledge-based businesses and the cultural, service and hospitality sectors.

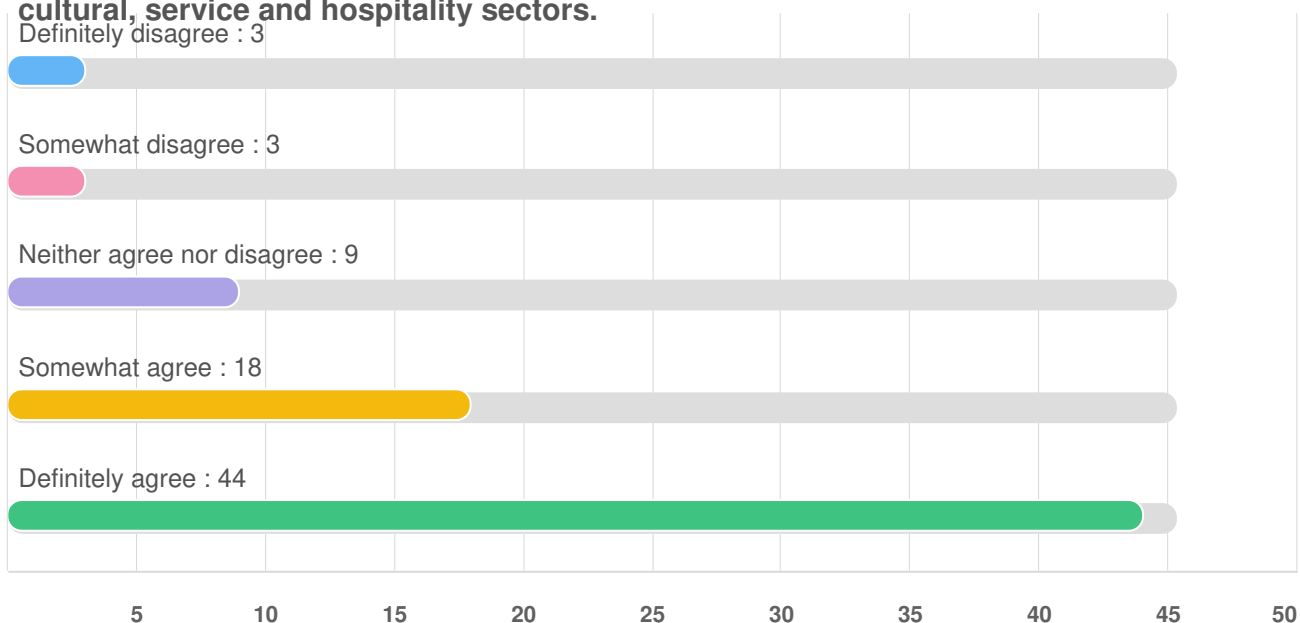
Definitely disagree : 3

Somewhat disagree : 3

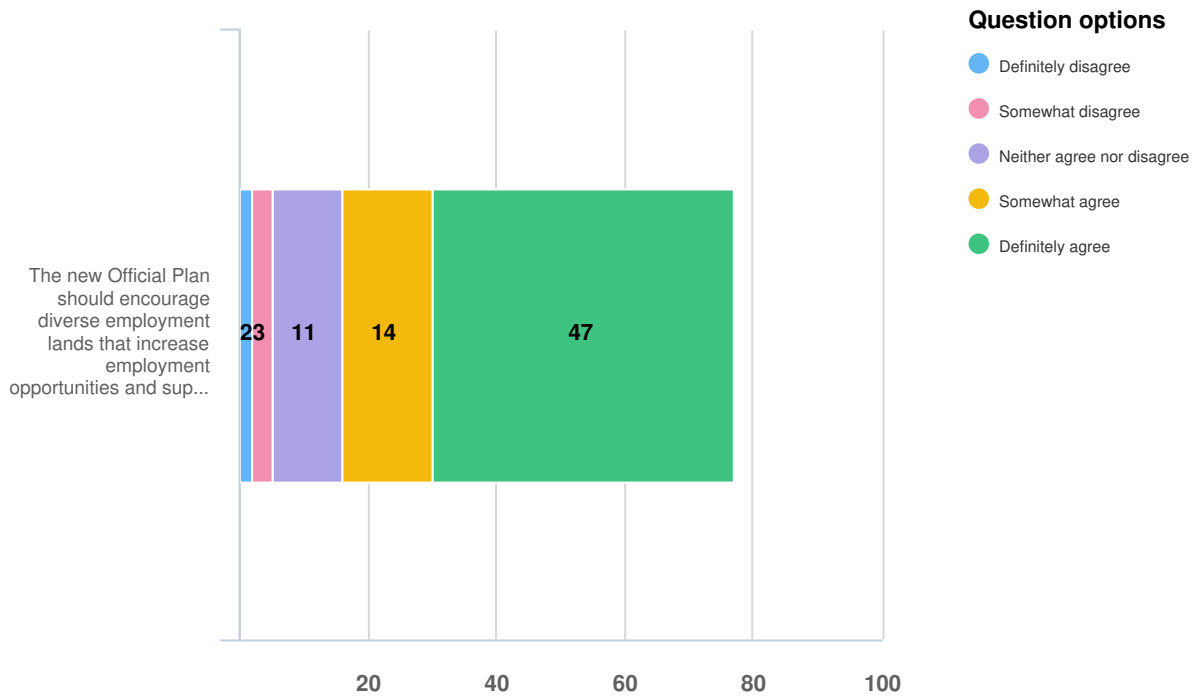
Neither agree nor disagree : 9

Somewhat agree : 18

Definitely agree : 44



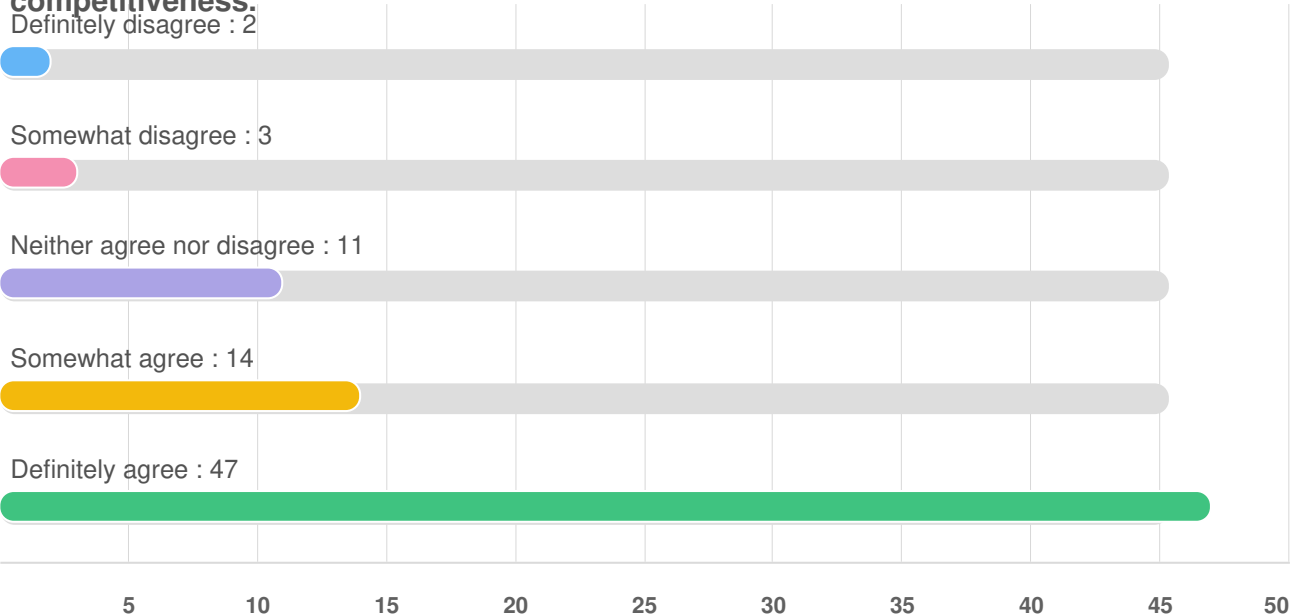
Q4 | The new Official Plan should encourage diverse employment lands that increase employment opportunities and support the Town...



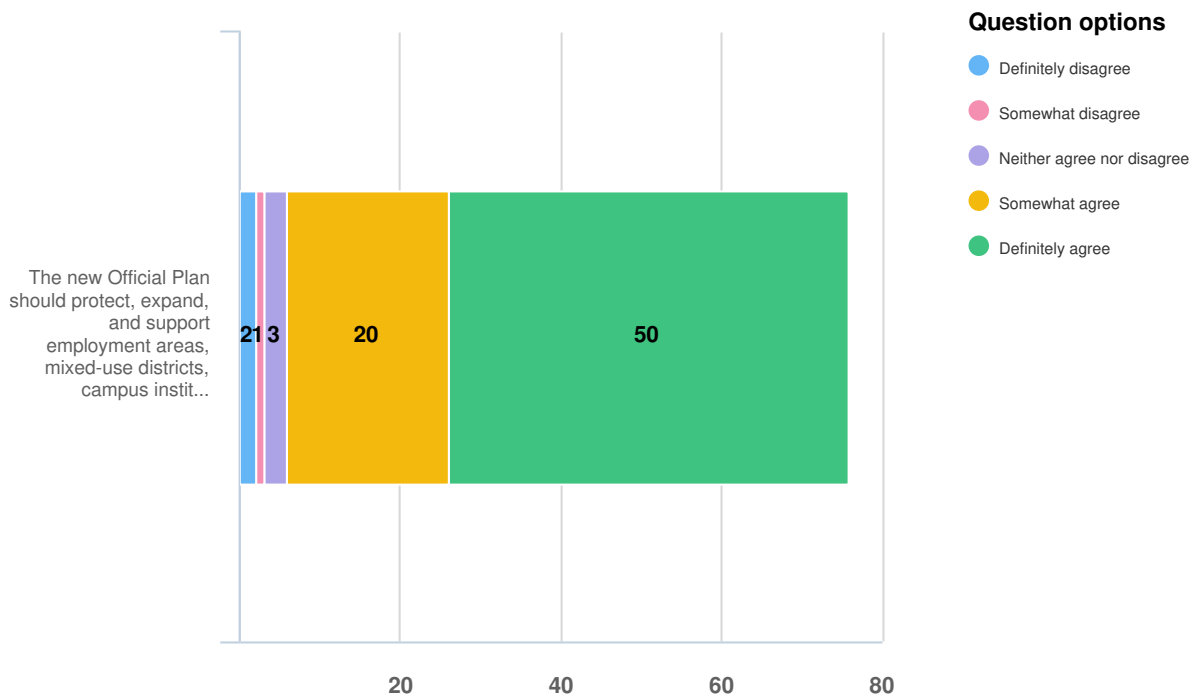
Optional question (77 response(s), 2 skipped)
Question type: Likert Question

Q4 | The new Official Plan should encourage diverse employment lands that increase employment opportunities and support the Town...

The new Official Plan should encourage diverse employment lands that increase employment opportunities and support the Town's economic growth and competitiveness.



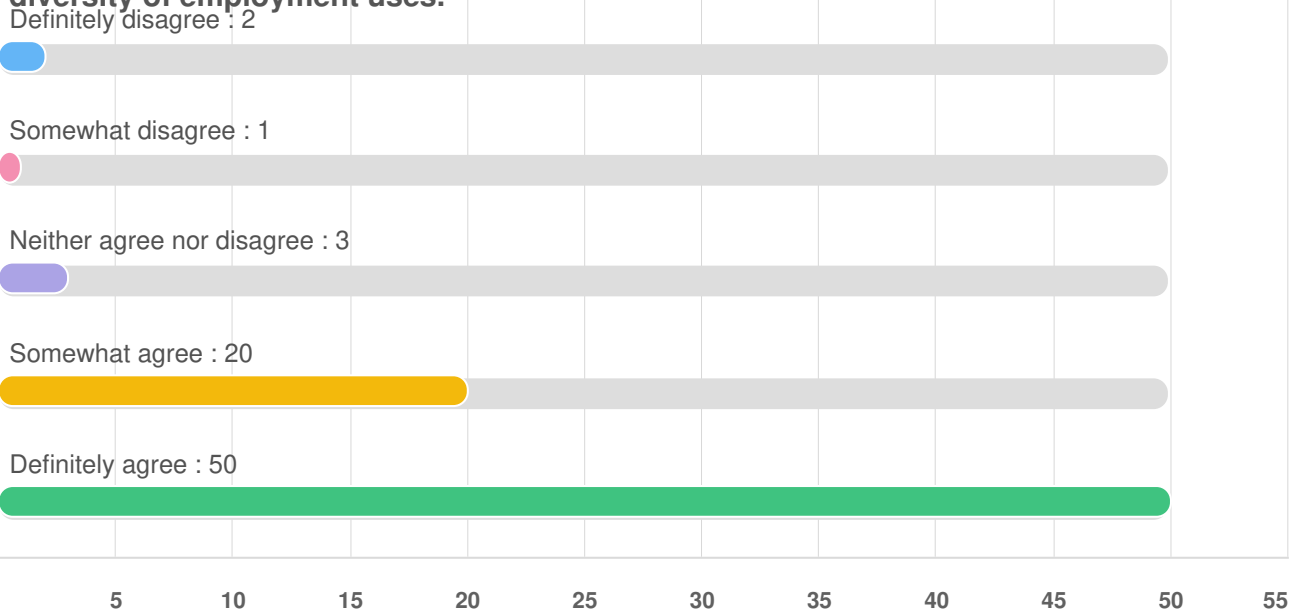
Q5 | The new Official Plan should protect, expand, and support employment areas, mixed-use districts, campus institutions, and a...



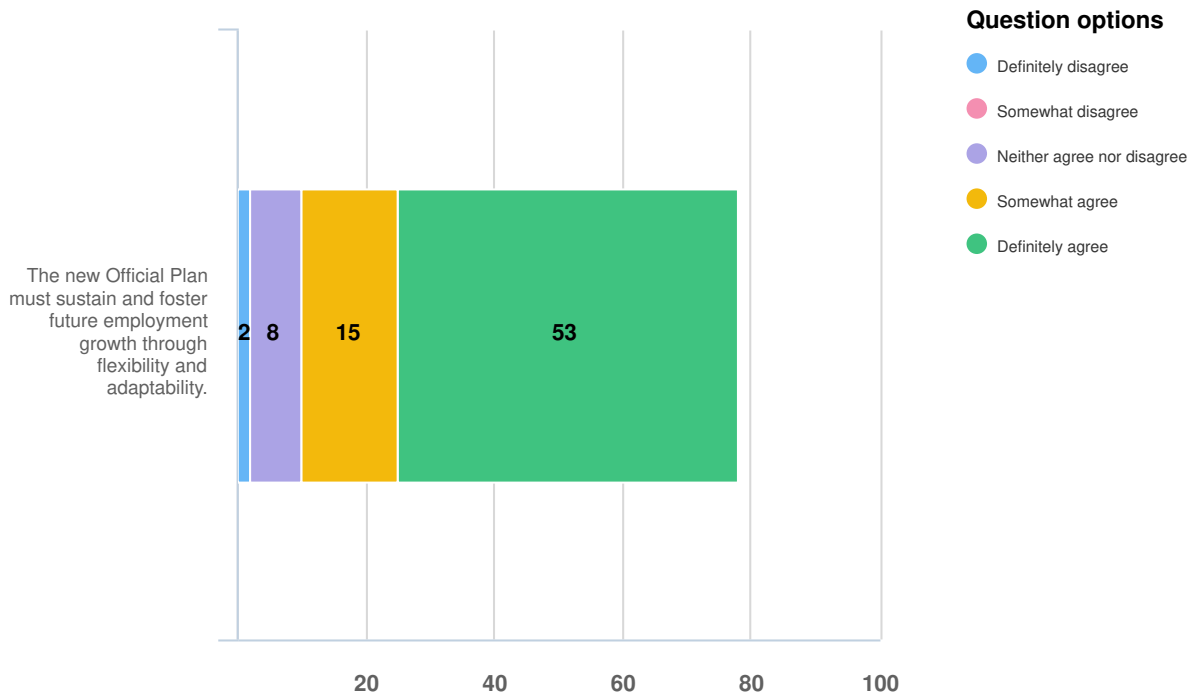
Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q5 | The new Official Plan should protect, expand, and support employment areas, mixed-use districts, campus institutions, and a...

The new Official Plan should protect, expand, and support employment areas, mixed-use districts, campus institutions, and a variety of jobs and services to increase the diversity of employment uses.



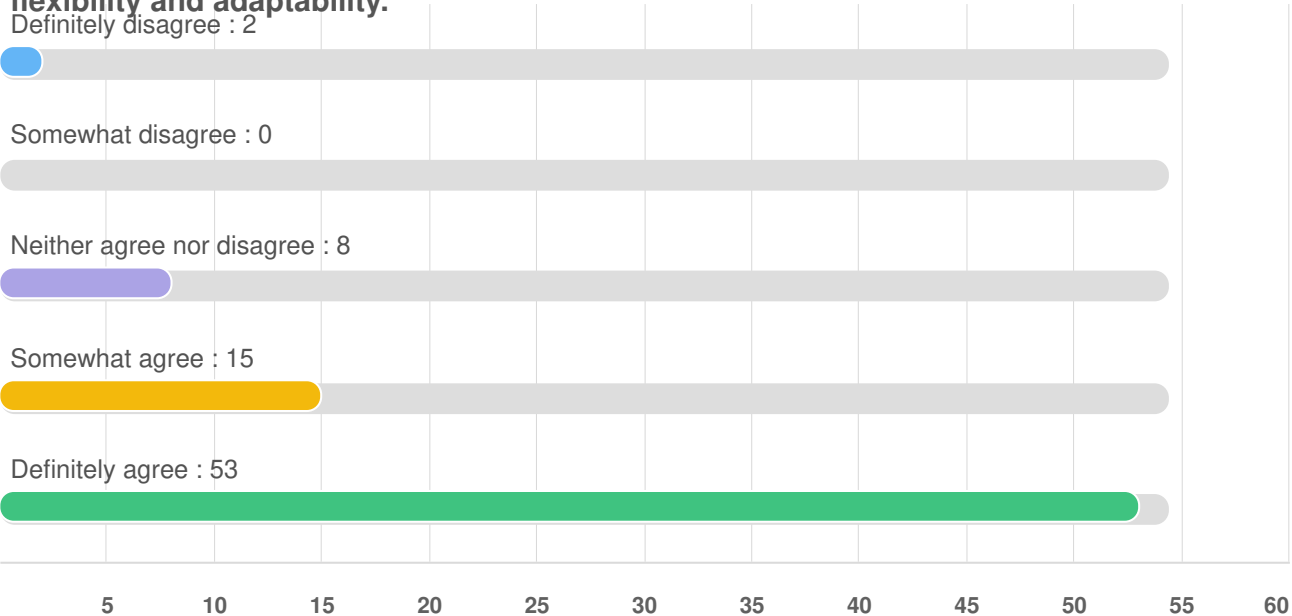
Q6 | The new Official Plan must sustain and foster future employment growth through flexibility and adaptability.



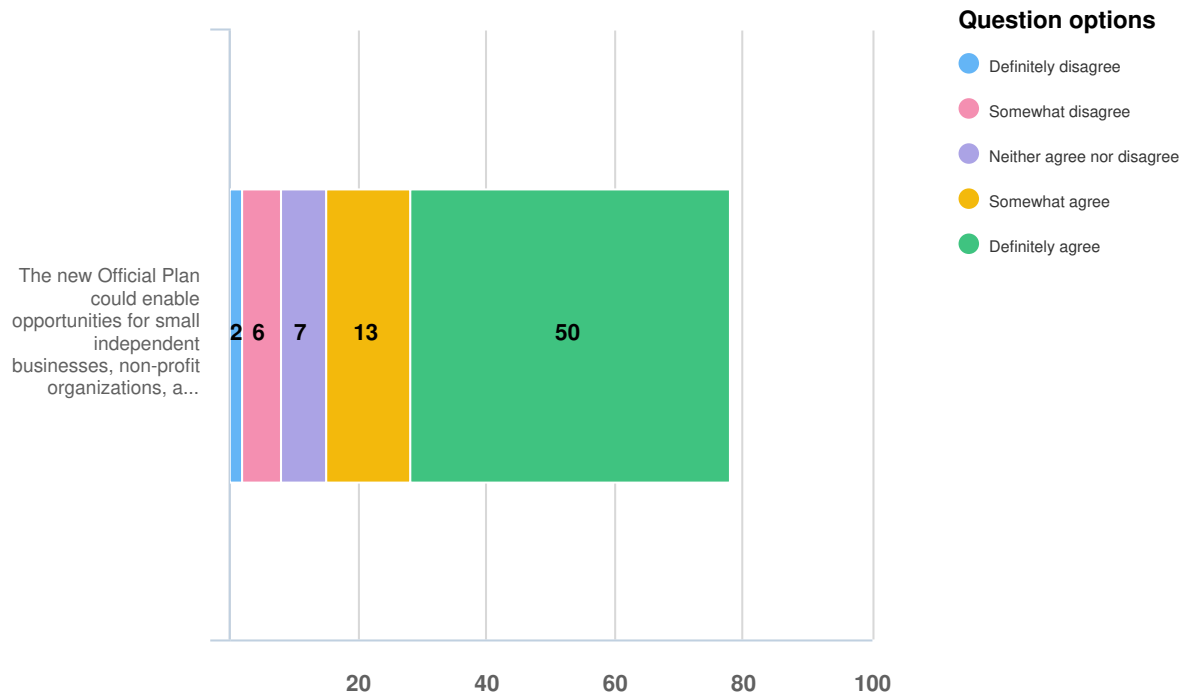
Optional question (78 response(s), 1 skipped)
Question type: Likert Question

Q6 | The new Official Plan must sustain and foster future employment growth through flexibility and adaptability.

The new Official Plan must sustain and foster future employment growth through flexibility and adaptability.



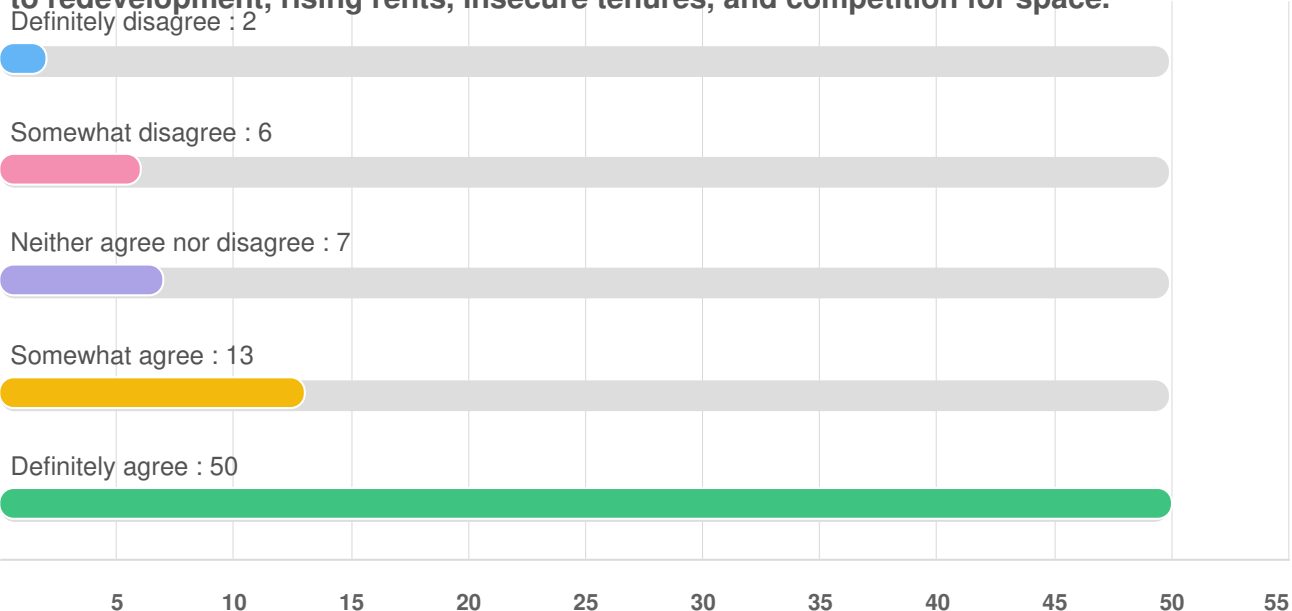
Q7 | The new Official Plan could enable opportunities for small independent businesses, non-profit organizations, and employers ...



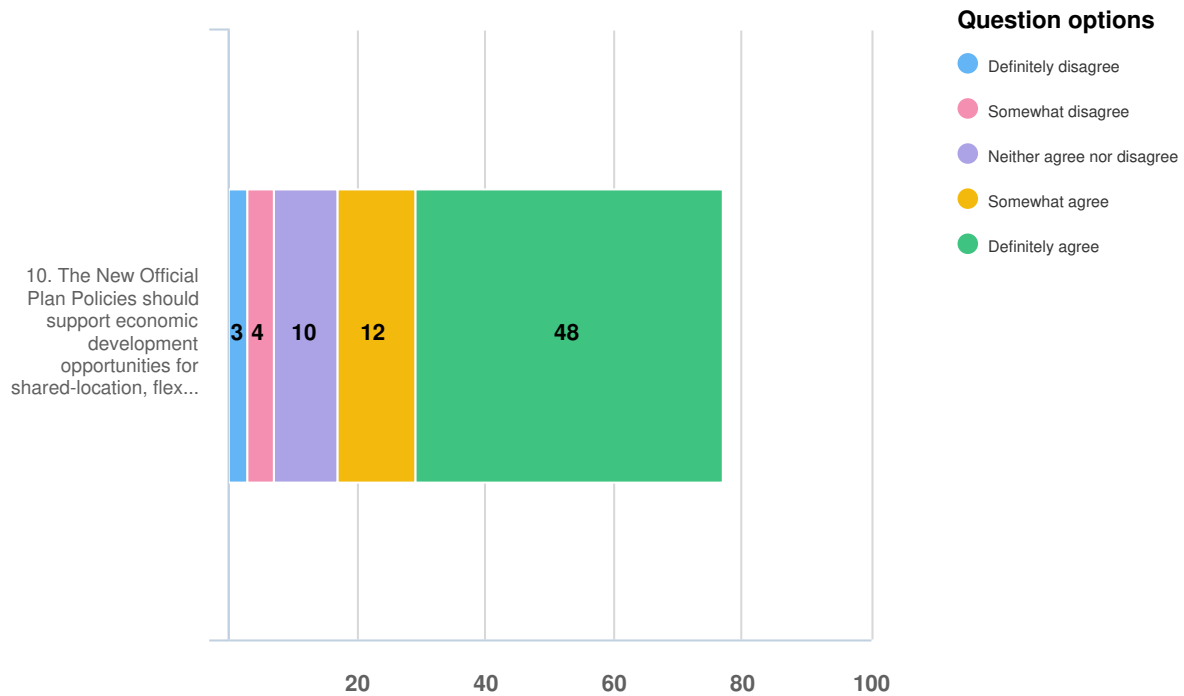
Optional question (78 response(s), 1 skipped)
Question type: Likert Question

Q7 | The new Official Plan could enable opportunities for small independent businesses, non-profit organizations, and employers ...

The new Official Plan could enable opportunities for small independent businesses, non-profit organizations, and employers in arts and culture at risk of displacement due to redevelopment, rising rents, insecure tenures, and competition for space.



Q8 | The New Official Plan Policies should support economic development opportunities for shared-location, flexible workspace ar...



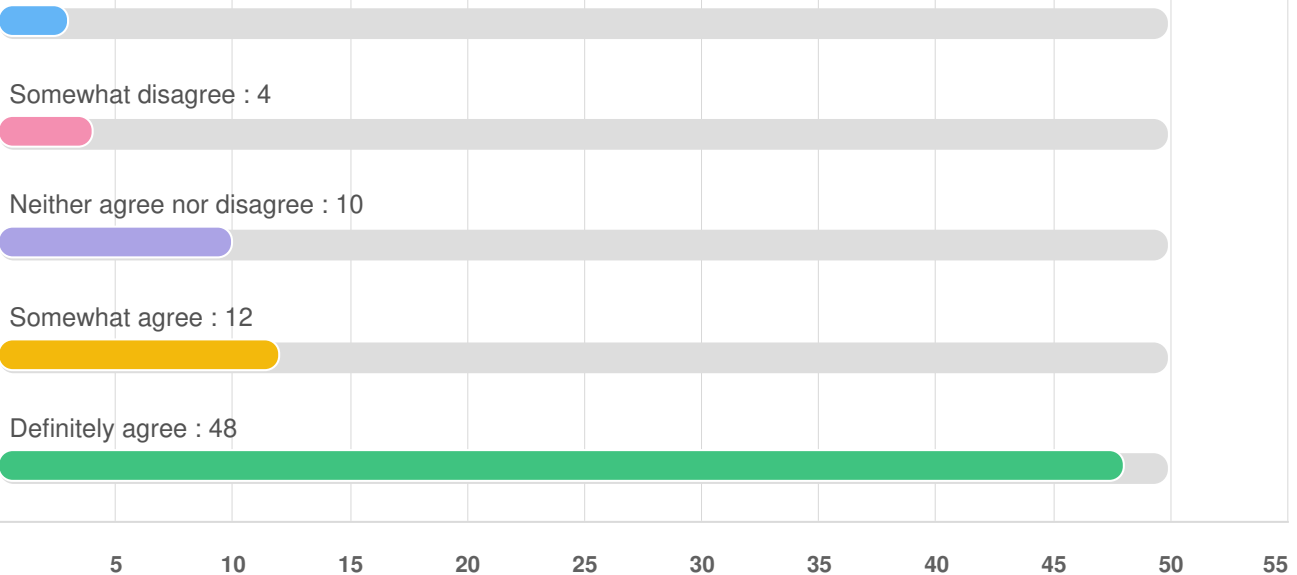
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Question type: Likert Question

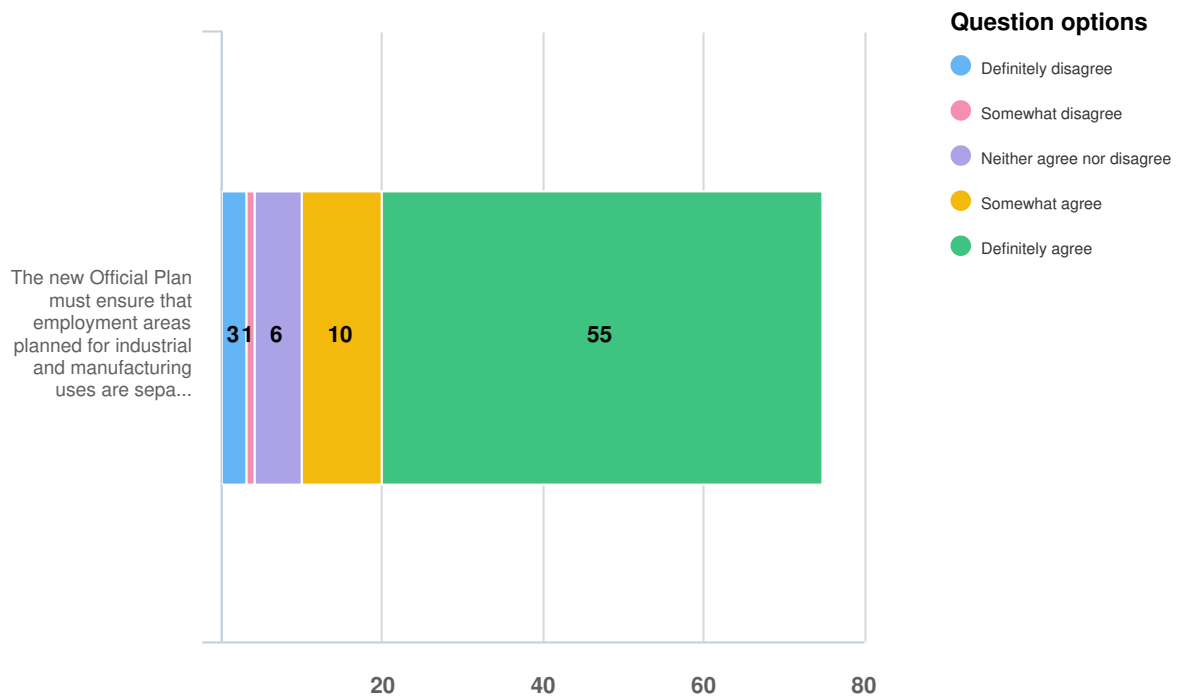
Q8 | The New Official Plan Policies should support economic development opportunities for shared-location, flexible workspace ar...

10. The New Official Plan Policies should support economic development opportunities for shared-location, flexible workspace arrangements, and alternate ownership models to increase the viability of commercial areas and to address the displacement of small businesses, city-serving industrial, arts and cultural uses, community-serving spaces, and First Nations.

Definitely disagree : 3



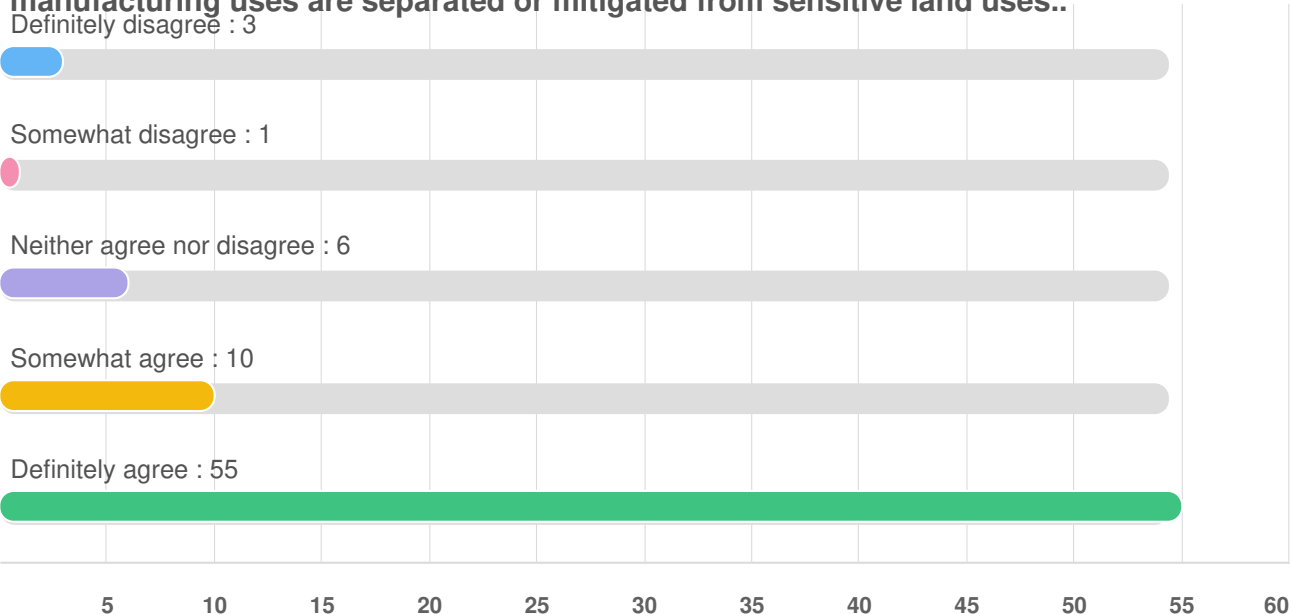
Q9 | The new Official Plan must ensure that employment areas planned for industrial and manufacturing uses are separated or miti...



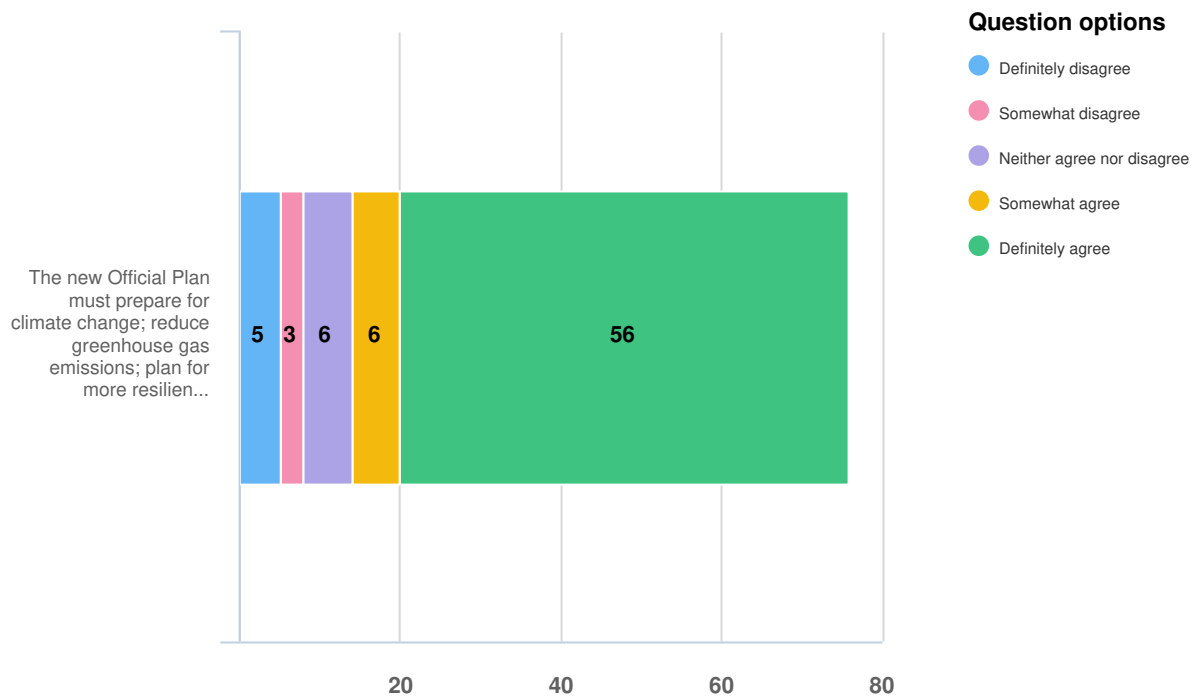
Optional question (75 response(s), 4 skipped)
Question type: Likert Question

Q9 | The new Official Plan must ensure that employment areas planned for industrial and manufacturing uses are separated or miti...

The new Official Plan must ensure that employment areas planned for industrial and manufacturing uses are separated or mitigated from sensitive land uses..



Q10 | The new Official Plan must prepare for climate change; reduce greenhouse gas emissions; plan for more resilient, environmen...



Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q10 | The new Official Plan must prepare for climate change; reduce greenhouse gas emissions; plan for more resilient, environmen...

The new Official Plan must prepare for climate change; reduce greenhouse gas emissions; plan for more resilient, environmentally sustainable, and complete communities; and support sustainable development such as low impact development, district energy, and water conservation measures in our employment areas.

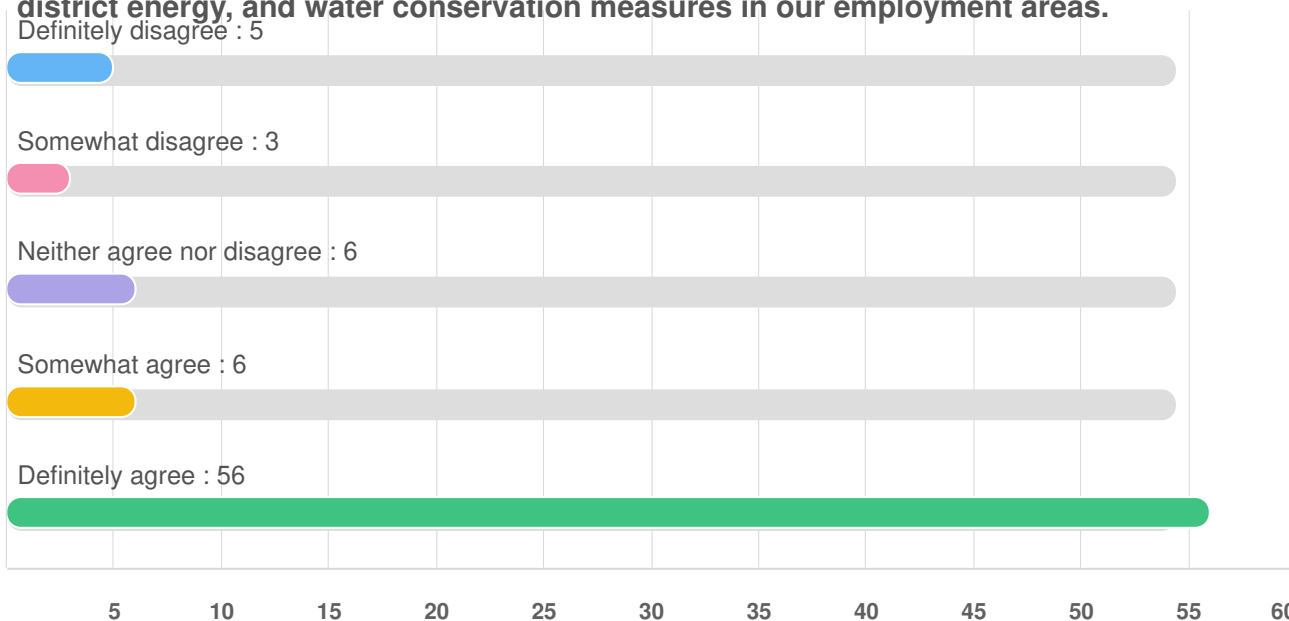
Definitely disagree : 5

Somewhat disagree : 3

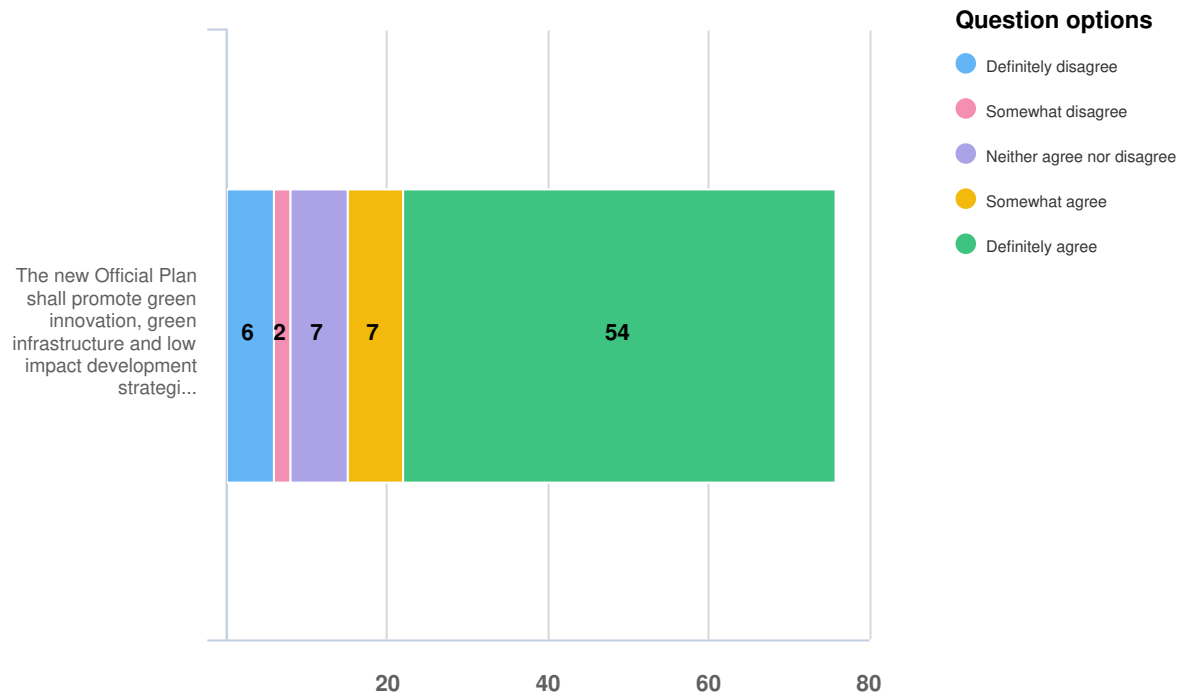
Neither agree nor disagree : 6

Somewhat agree : 6

Definitely agree : 56



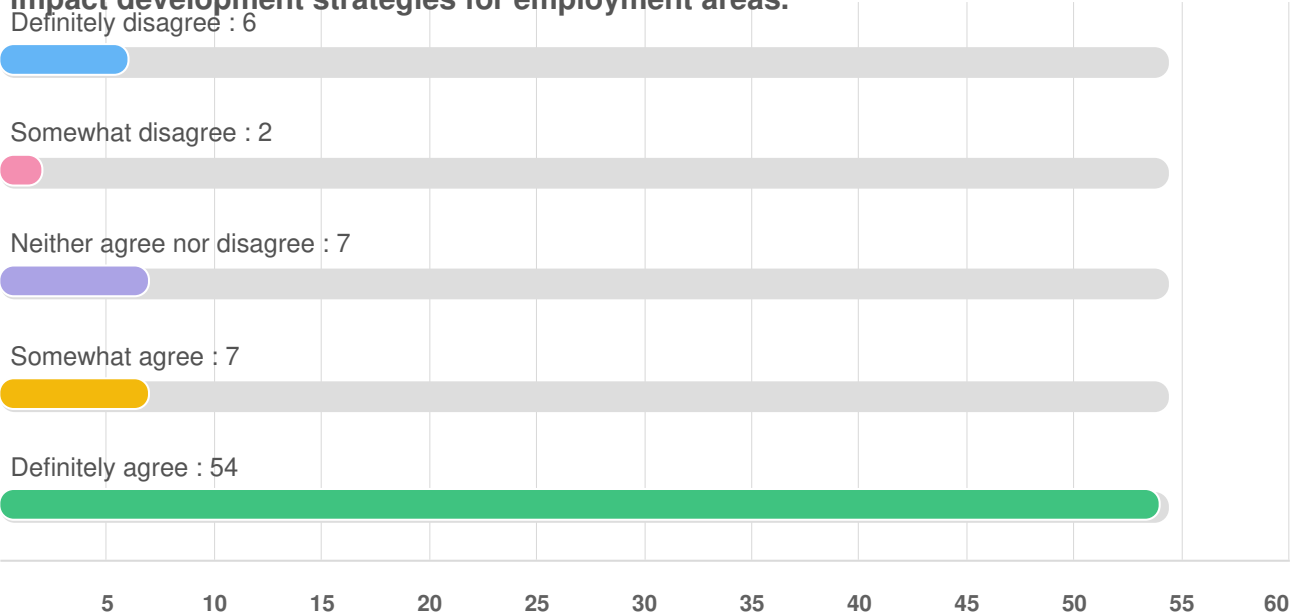
Q11 | The new Official Plan shall promote green innovation, green infrastructure and low impact development strategies for employ...



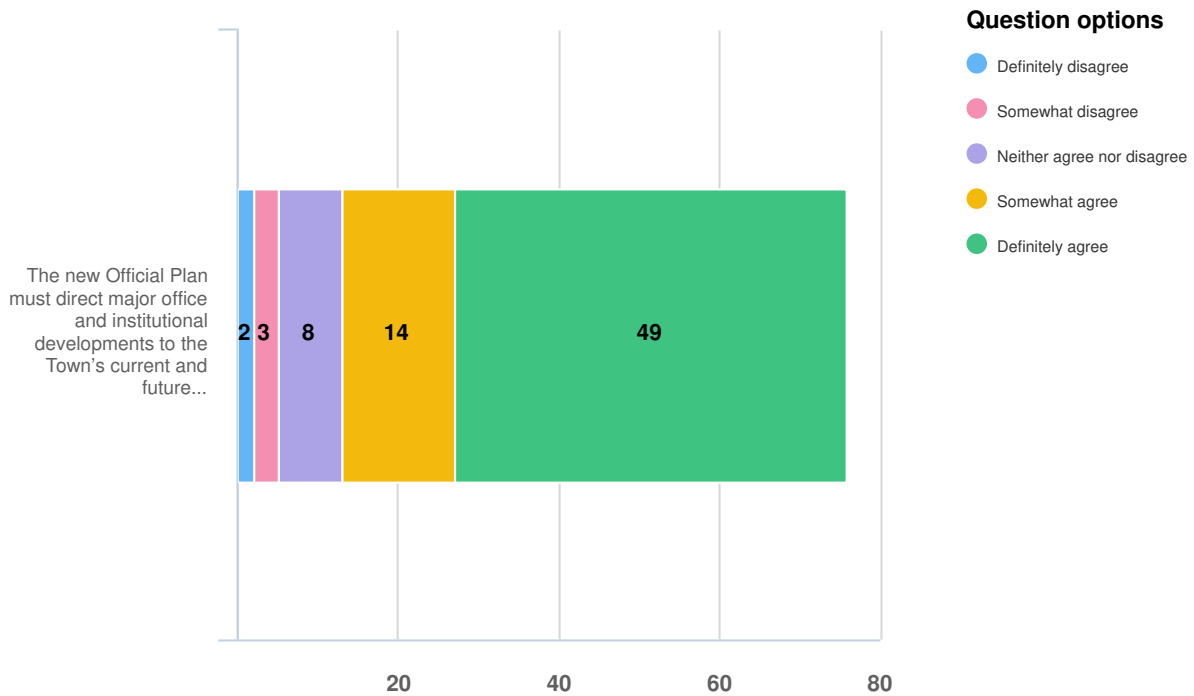
Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q11 | The new Official Plan shall promote green innovation, green infrastructure and low impact development strategies for employ...

The new Official Plan shall promote green innovation, green infrastructure and low impact development strategies for employment areas.



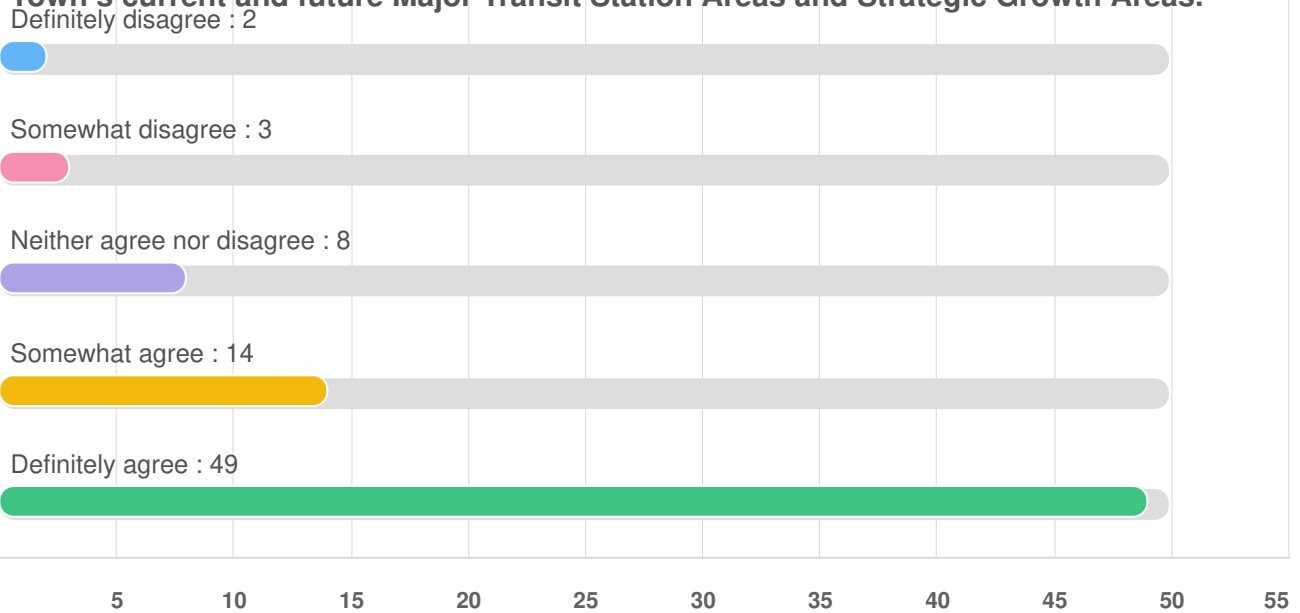
Q12 | The new Official Plan must direct major office and institutional developments to the Town's current and future Major Transi...



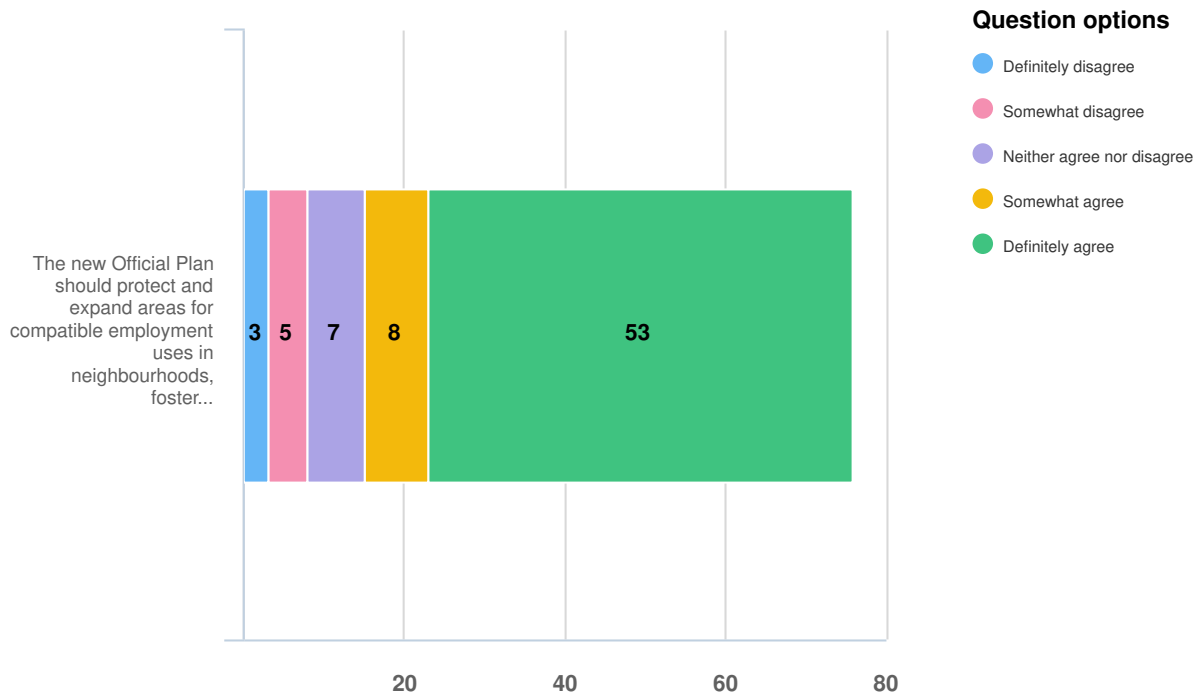
Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q12 | The new Official Plan must direct major office and institutional developments to the Town's current and future Major Transi...

The new Official Plan must direct major office and institutional developments to the Town's current and future Major Transit Station Areas and Strategic Growth Areas.



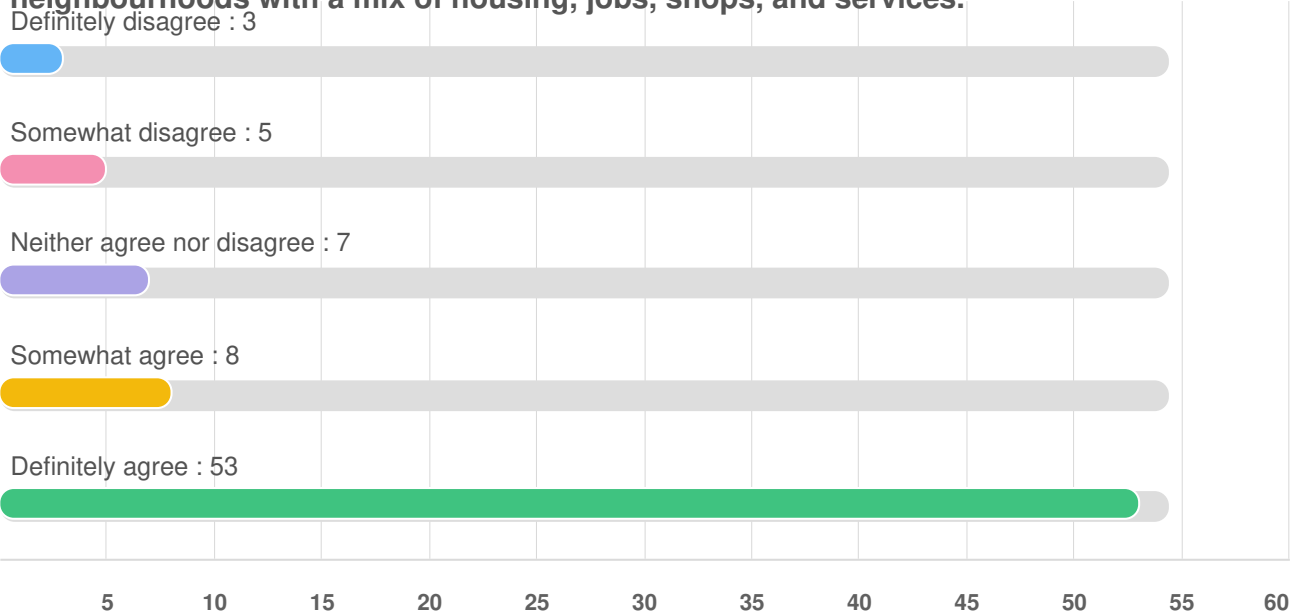
Q13 | The new Official Plan should protect and expand areas for compatible employment uses in neighbourhoods, fostering more comp...



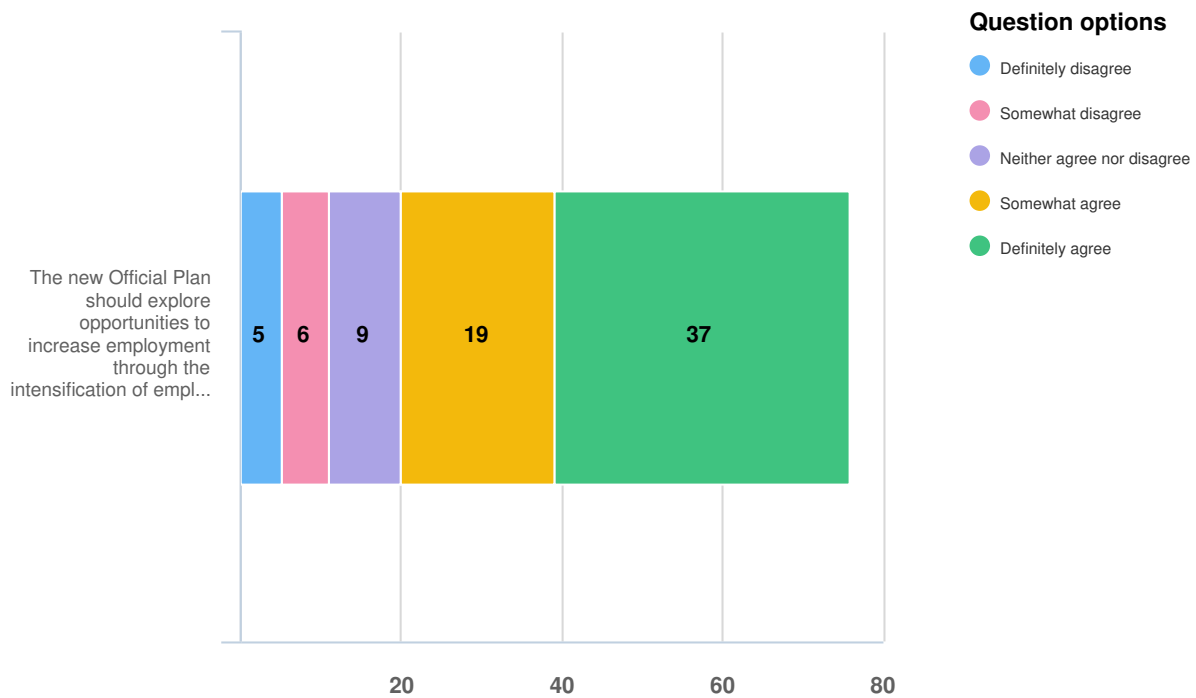
Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q13 | The new Official Plan should protect and expand areas for compatible employment uses in neighbourhoods, fostering more comp...

The new Official Plan should protect and expand areas for compatible employment uses in neighbourhoods, fostering more complete and walkable transit-supportive neighbourhoods with a mix of housing, jobs, shops, and services.



Q14 | The new Official Plan should explore opportunities to increase employment through the intensification of employment lands ...



Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q14 | The new Official Plan should explore opportunities to increase employment through the intensification of employment lands ...

The new Official Plan should explore opportunities to increase employment through the intensification of employment lands and commercial sites.

Definitely disagree : 5



Somewhat disagree : 6



Neither agree nor disagree : 9



Somewhat agree : 19

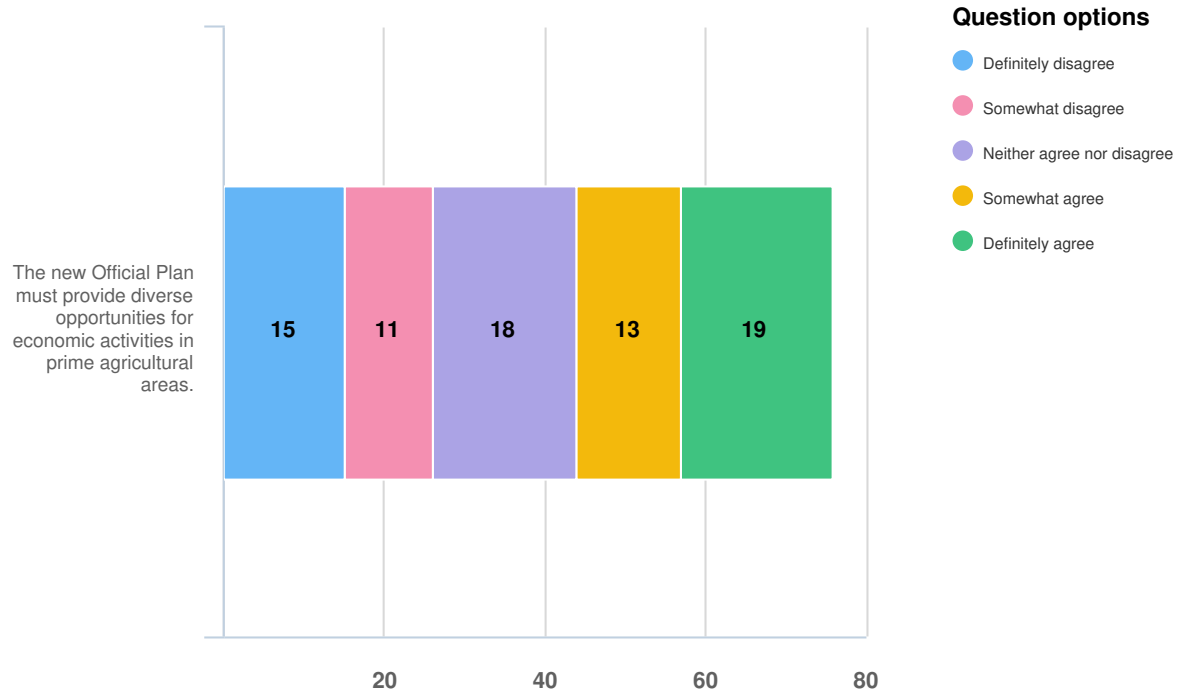


Definitely agree : 37



5 10 15 20 25 30 35 40

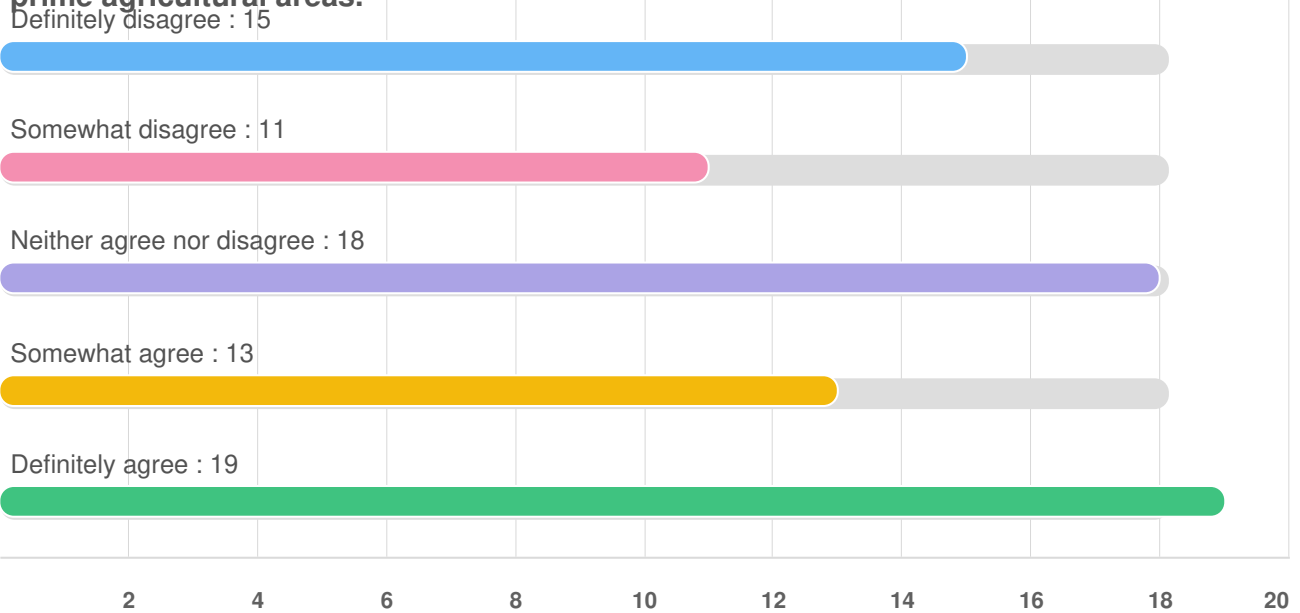
Q15 | The new Official Plan must provide diverse opportunities for economic activities in prime agricultural areas.



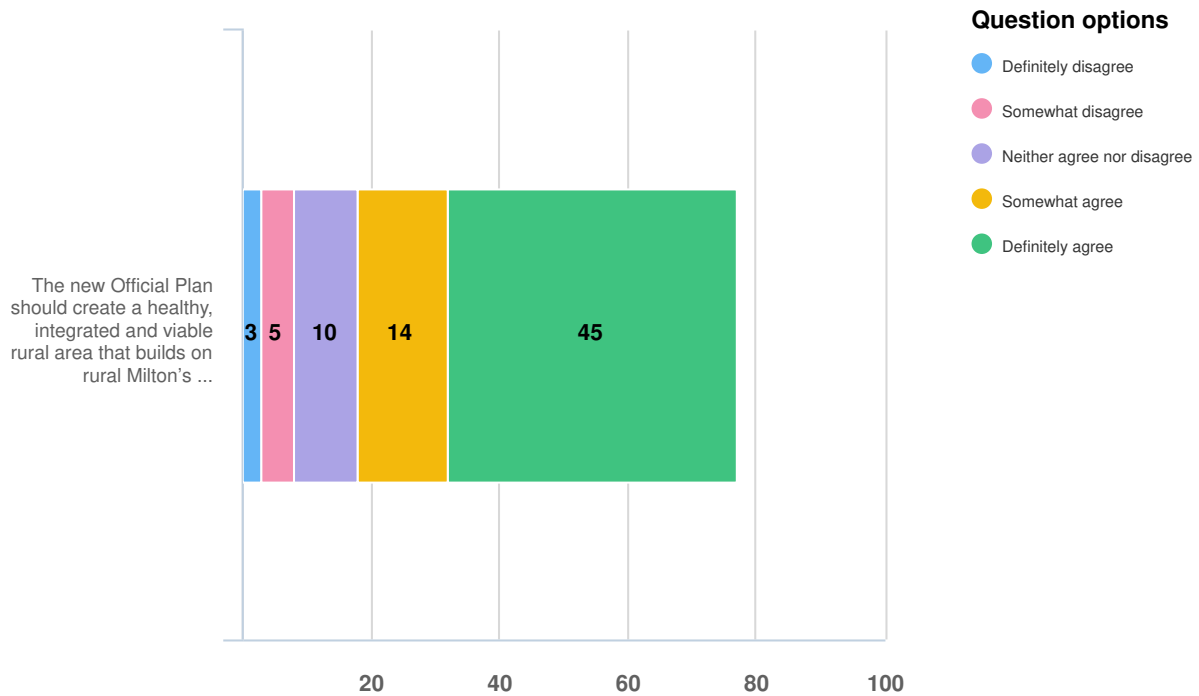
Optional question (76 response(s), 3 skipped)
Question type: Likert Question

Q15 | The new Official Plan must provide diverse opportunities for economic activities in prime agricultural areas.

The new Official Plan must provide diverse opportunities for economic activities in prime agricultural areas.



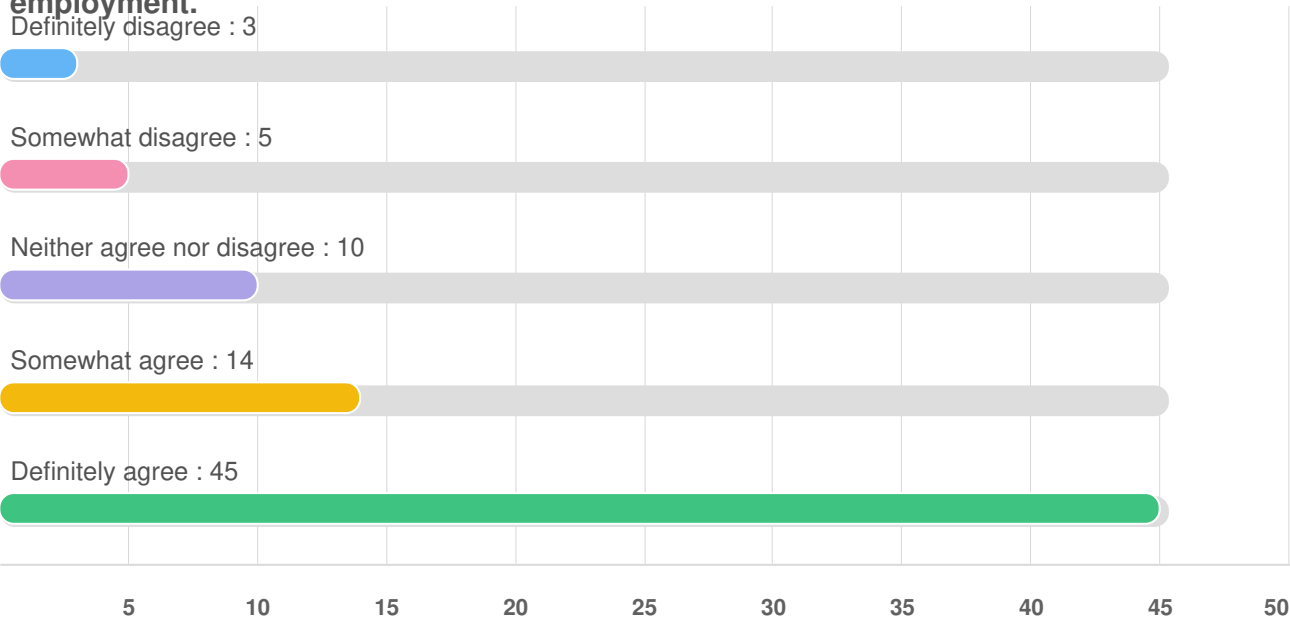
Q16 | The new Official Plan should create a healthy, integrated and viable rural area that builds on rural Milton's character, in...



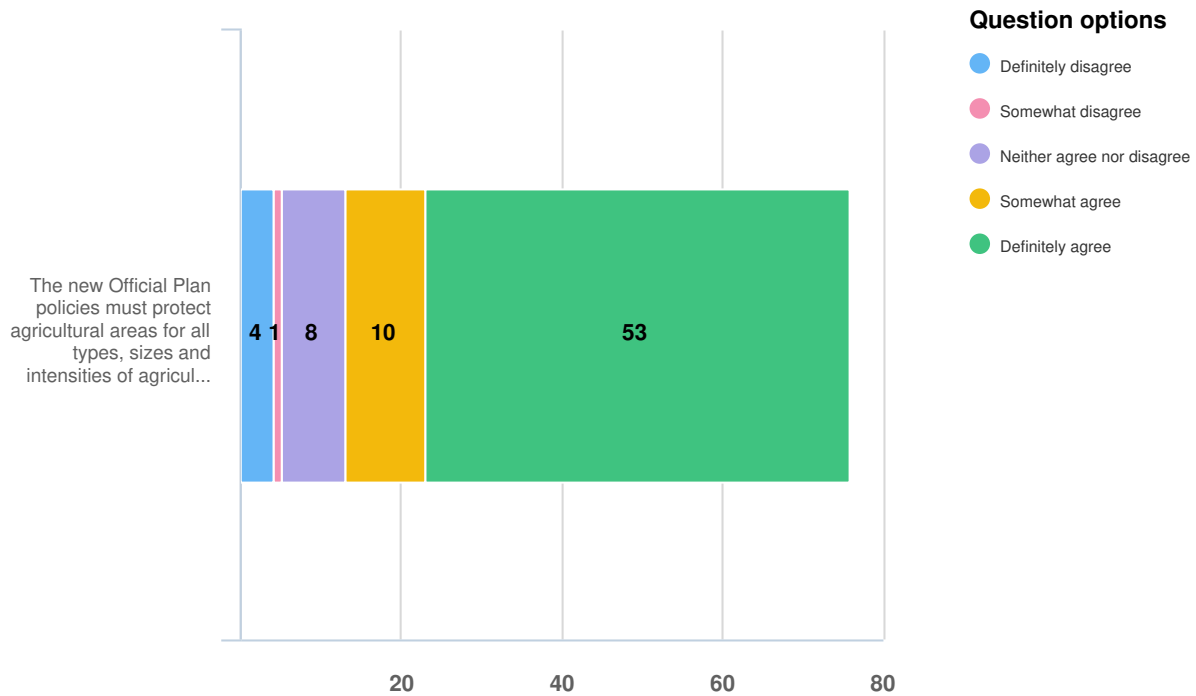
Optional question (77 response(s), 2 skipped)
Question type: Likert Question

Q16 | The new Official Plan should create a healthy, integrated and viable rural area that builds on rural Milton's character, in...

The new Official Plan should create a healthy, integrated and viable rural area that builds on rural Milton's character, infrastructure, amenities and assets, including reliable broadband internet and the expansion of infrastructure to encourage employment.



Q17 | The new Official Plan policies must protect agricultural areas for all types, sizes and intensities of agricultural uses, a...

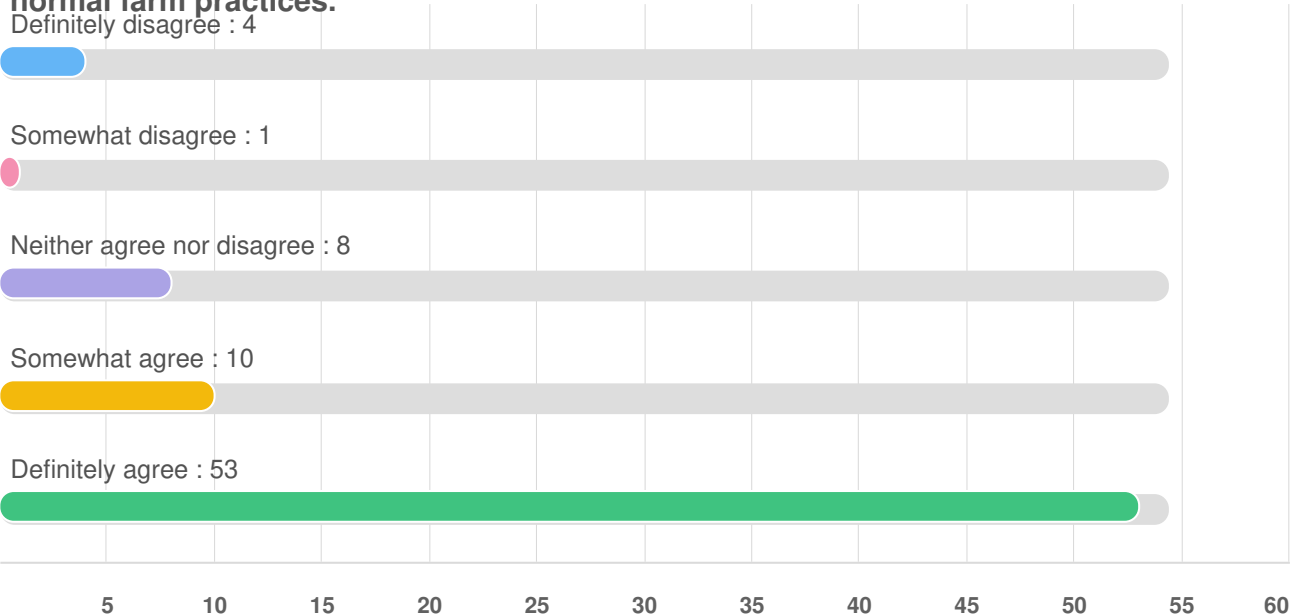


Optional question (76 response(s), 3 skipped)

Question type: Likert Question

Q17 | The new Official Plan policies must protect agricultural areas for all types, sizes and intensities of agricultural uses, a...

The new Official Plan policies must protect agricultural areas for all types, sizes and intensities of agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices.





The Corporation of the Town of Milton

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: July 17, 2023

Report No: DS-036-23

Subject: Technical Report: Zoning By-law Amendment Application by Quadspring Incorporated applicable to lands municipally known as 7419 Tremaine Road (Z-01/22)

Recommendation: **THAT Staff Report DS-036-23 outlining an amendment to the Town of Milton Zoning By-law 016-2014, as amended, to facilitate the development of a two-storey day care building and a single-storey multi-unit commercial building BE APPROVED;**

THAT staff be authorized to bring forward an amending Zoning By-law in accordance with the draft By-law attached as Appendix 1 to Report DS-036-23 for Council adoption;

AND THAT the Commissioner of Development Services forward this report to the Provincial Ministers of Health, Education, Transportation and Infrastructure and Metrolinx with respect to review and plan for future Milton District Hospital, school and transportation expansions;

AND FURTHER THAT the Commissioner of Development Services forward a copy of the Report and Decision to the Region of Halton for their information.

EXECUTIVE SUMMARY

The applicant has applied to amend the Town's Comprehensive Zoning By-law 016-2014, as amended, for the lands municipally known as 7419 Tremaine Road. The proposed development consists of a two-storey day care with an associated outdoor play area and single-storey multi-unit commercial building along with an associated parking area.

The proposed amendment would change the current Future Development (FD) Zone to a site specific Local Commercial (C3*338) Zone.

All internal Town of Milton departments and responding external agencies have provided correspondence to Town Planning Staff indicating their support for the application as currently presented. Planning Staff have reviewed all of the documentation, plans and

EXECUTIVE SUMMARY

comments provided to date and is of the opinion that the application as submitted is prepared in a manner that would allow it to be considered by Town Council for approval.

Conclusions and Recommendations

Planning Staff is satisfied that the proposed Zoning By-law amendment achieves the following:

1. Conformity with Provincial, Regional and Town planning policy;
2. Satisfies all of the technical requirements of the affected Civic Departments and all other agencies;
3. Establishes a use that is compatible with surrounding land uses;
4. Represents an efficient use of land and infrastructure; and,
5. Facilitates the development of daycare spaces and commercial area, both of which will serve the local community.

REPORT

Background

Owner: Quadsprings Inc., 180 Elgin Mills Road West, Richmond Hill, ON.

Applicant: Glenn Schnarr and Associates Inc., 10 Kingsbridge Garden Circle, Unit No. 700, Mississauga, ON.

Location/Description:

The subject lands municipally known as 7419 Tremaine Road are located to the north of the traffic circle at Main Street West. The subject lands comprise an area of approximately 0.82 hectares (2.05 acres). The subject lands are currently vacant - previously, a heritage dwelling was located on-site but has since been relocated to a property on King Street.

Surrounding uses include parkland (Sherwood District Park). To the west of Tremaine Road, the lands are used for agricultural purposes and are within the jurisdiction of the Niagara Escarpment Commission (NEC).

Proposal:

The applicant is seeking an amendment to the Town of Milton Zoning By-law, by zoning the lands from the existing Future Development (FD) zone to a site specific Local Commercial (C3*338) zone to facilitate the development of two buildings; a proposed two-storey day care facility and a single-storey multi-tenant commercial building. Figure 2 to this Report includes the proposed Site Plan and statistics. Figure 3 to this Report illustrates architectural renderings of the proposed development.

Building 'A' is a two-storey building that will accommodate a day care facility that includes 20 classrooms and an outdoor play area located at the rear. Building 'B' is a single-storey commercial building that includes 9 commercial units. At-grade vehicular parking is

Background

provided in the central area of the subject lands, with frontage on and access to Tremaine Road. There are 114 parking spaces being proposed for the entire development. Site access would be provided with a new access from Tremaine Road.

The following plans and documents, which have been submitted in support of the application, are listed below:

- Site Plan and Site Statistics, prepared by VGA, dated May 24, 2023;
- Building and Elevation Drawings, prepared by CGA, dated May 24, 2023;
- Site Servicing and Grading Drawings, prepared by C.F. Crozier and Associates Inc., dated November 18, 2022;
- Functional Services and Stormwater Management Plans, prepared by C.F. Crozier and Associated Inc., dated November 2022;
- Geotechnical Investigations, prepared by Terraprobe, dated November 11, 2021;
- Landscape Plan and Details, prepared by C.F. Crozier and Associated Inc., dated July 12, 2022;
- Noise Impact Assessment Letter, prepared by Aerocoustics, dated March 7, 2022;
- Parking Justification Letter, prepared by C.F. Crozier and Associates Inc., dated May 2023;
- Phase One Environmental Site Assessment (ESA), prepared by Terraprobe, dated June 30, 2021;
- Phase Two Environmental Site Assessment (ESA), prepared by Terraprobe, dated December 16, 2021;
- External Lighting Plan, prepared by EPCAT Engineering, dated February 23, 2022;
- Tree Planting and Preservation Report and Plan, prepared by Kuntz Forestry Consulting, dated April 26, 2023;
- Traffic Impact Study, prepared by C.F. Crozier and Associates Inc., dated July 2022;
- Planning Justification Report, prepared by GSAI Inc., dated December 2021;
- Draft Zoning By-law Amendment, prepared by GSAI Inc., dated June 22, 2023;
- 3D Concept Plan, 2022.

Planning Policy:

The subject lands are designated as Residential Area on Schedule B - Urban Area Land Use Plan of the Town of Milton Official Plan. Through Section 3.2.2 (h), the Residential Area designation permits day care facilities as well as local commercial uses such as convenience commercial and office uses that provide services to the needs of residents in adjacent neighbourhoods. Sections 3.2.3.6 and 3.2.3.7 provides direction for local commercial uses as it relates to siting and integration with adjacent residential uses - including, providing pedestrian and non-automobile linkages to surrounding lands, promoting a 'sense of place', minimizing traffic impacts, ensuring adequate on-site parking, drop-off facilities and outdoor play area for children.

Background

Planning Staff are satisfied that the proposal conforms to the above-noted policy direction.

The subject lands are further designated as Neighbourhood Centre Area on Schedule C.8.D Sherwood Survey Secondary Land Use Plan. Through Section C.8.5.3.2, the Neighbourhood Centre Area designation permits uses that serves adjacent neighbourhoods as a whole, including day care facilities, convenience commercial and office uses, along with similar local institutional and commercial uses.

It is the opinion of Planning Staff that the proposal conforms to the above-noted policy direction.

The proposed daycare use will serve neighbourhoods directly adjacent and contribute towards the supply of daycare space in Milton. Based on the Region of Halton's Child Care Market Analysis (2021), the Town of Milton is experiencing an overall shortage of daycare spaces. Daycare centres are often focal points in neighbourhoods and contribute to place-making.

The proposed commercial use will provide local services to residents and provide a focal point for the surrounding neighbourhoods while creating a 'sense of place' that has pedestrian access and connection with community facilities, such as the Sherwood District Park. Further, the development will provide additional commercial space for the surrounding business community and will represent a meaningful contribution to the local economy.

Section C.8.5.3.3 requires that a development proposal shall conform to the following siting criteria:

- (a) Maximize multiple use of lands and facilities;
- (b) Eliminate barriers between facilities, particularly between parks and schools;
- (c) Ensure that buildings are oriented to public streets;
- (d) Maximize public service and safety; and
- (e) Design parking, loading and access areas in a manner which will minimize conflicts between pedestrian and vehicular access.

It is the opinion of Planning Staff that the proposed day care and commercial use are in conformity with the above-noted criteria.

The site adheres to the Sherwood Survey Planning District Urban Design Guidelines and orients buildings to have clear access and view from Tremaine Road, while maximizing the views of the escarpment. Further, the proposal maximizes the use of the lands by providing various uses on site, including both the day care and associated commercial uses that will serve the adjacent residential community.

The development provides connection to adjacent community facilities and is designed to maximize opportunities for pedestrian and bicycle movement. Pedestrian access is available via sidewalks along Tremaine Road, in addition to dedicated bicycle lanes, and the nearby trail system connected to Sherwood District Park. Internal to the site are

Background

pedestrian routes and bicycle parking racks, provided in accordance with the Town's Zoning By-law.

Adequate parking would be provided to meet the anticipated vehicular traffic. Specific consideration has been given to ensuring maximum pedestrian safety internal to the site, including drop-off zones for the proposed day care and accessible parking locations. In support of the proposed application, a Transportation Impact Study and Parking Justification Letter, prepared by C.F. Crozier & Associates, was provided and subsequently reviewed to the satisfaction of both Region of Halton and Town of Milton Transportation Staff. The site includes enhanced landscaping and tree planting to minimize view of the parking area from Tremaine Road in order to provide a high order of urban design.

Planning Staff have reviewed the application against the Provincial Policy Statement, Growth Plan, and the Halton Region Official Plan. Both Town Staff and agency partners are satisfied that the application for a zoning by-law amendment, as presented in this report, conforms to the applicable Provincial, Regional and Town land-use planning policies and regulations.

Zoning By-law 016-2014, as amended:

The subject lands are currently zoned Future Development (FD), which does not permit the proposed land use. The current application proposes to re-zone the lands to a site specific Local Commercial (C3*338) to accommodate a two-storey day care and one-storey multi-unit commercial building.

The site specific zoning addresses a reduced parking rate, reduced setbacks due to the configuration of the lot, prohibited uses, and maximum gross floor area provisions.

Proposed permitted uses include those identified in Section 7.1 Table 7B, such as convenience store, medical clinic, restaurant, personal service shop, retail shop, and day care centre.

Site Plan Control:

Should the application be approved, the applicant will be required to receive Site Plan Approval prior to issuance of a building permit and commencement of any development. Through this exercise, the applicant will address detailed design items such as landscaping, waste removal and site circulation. The applicant will be required to enter into a site plan agreement with the Town and provide securities guaranteeing the completion of the works in accordance with the agreement.

Discussion

Public Consultation and Review Process:

The applicant held a virtual Public Information Centre (PIC) on March 30, 2022. The purpose of the information session was to provide the public with an informal opportunity

Discussion

to view the drawings and concept plans, but to also ask questions directly of the applicant and learn more about the application process. Planning Staff were present at the information session as will. It was attended by nine residents.

Notice of the Public Meeting was provided pursuant to requirements of the *Planning Act* on April 28, 2022. Notice was provided in the April 28, 2022 of the Canadian Champion (Milton) newspaper, signage was posted on the property along Tremaine Road, and personal notice was provided by mail to all residents within 200 metres of the subject lands. The statutory Public meeting was held on May 31, 2022. One resident attended the Public Meeting and spoke to the proposal before Council.

Agency Consultation:

The application submission, including all supporting documents, were circulated to internal and external commenting agencies. Town Departments, School Boards and other agencies offered no objection to the application.

Through this review, Halton Region identified that at time of site plan approval, the applicant will be required to dedicate any lands within 23.5 metres of the centerline right-of-way on Tremaine Road to the Regional Municipality of Halton for the purpose of road widening and future road improvements.

Summary of Issues:

The following issues and concerns were noted by residents, members of Council and staff through the application review process.

Parking

Various residents expressed concerns about the parking proposed on site and potential overflow parking. The applicant provided a Parking Justification Report, prepared by C.F. Crozier & Associates Inc., which reviewed surrogate sites with similar uses and determined the 114 parking spaces being proposed for the subject development would meet the expected traffic demand, along with providing a number of surplus spaces. It is noted that the peak parking period for the day care use is weekdays during pick-up and drop-off times; the peak parking period for the commercial use is expected to be evenings and weekends, when the day care is closed.

Town and Regional Transportation Staff have reviewed the Parking Justification Report and are satisfied that the proposal provides adequate parking on the site. Traffic Demand Measures have been identified to support the proposed parking and will be incorporated in the forthcoming site plan agreement.

Traffic Impacts

Concern was expressed regarding potential traffic impacts from the proposed development on the local and regional road network. The applicants submitted a Transportation Impact Study (TIS), prepared by C.F. Crozier & Associates Inc., in support of the application. The study concluded that the proposed day care and commercial use

Discussion

will have minimal impact on Tremaine Road and the Main Street roundabout. The TIS contemplated the future Highway 401 interchange and maintained the aforementioned conclusions.

The Town and Region's Transportation departments have reviewed the submitted Transportation Impact Study and are satisfied with its findings. Planning Staff rely on the expertise of our Transportation professionals and therefore can support the proposed application.

Tree Removal

A resident provided a delegation at the Public Meeting and expressed concern about the proposed tree removal required to facilitate this development. Through this application, the applicant provided a Tree Inventory and Preservation Plan (TIPP), prepared by Kuntz Forestry Consulting Inc., and while this report identifies trees to be removed - some of which are dying and/or dead - it also identifies various trees to be preserved through the development. Forestry Staff have reviewed and are satisfied with the findings of this TIPP. A Landscape Plan has also been provided through this application which demonstrates the applicant's willingness to preserve trees and provide enhanced greenery, including shrubs and perennials.

Planning Staff will continue to work with the applicant to provide enhanced landscaping and tree preservation through the forthcoming site plan application.

Urban Design

During the Public Information Centre, residents raised concerns with the urban design and overall impact of the development on the adjacent lands, particularly the Niagara Escarpment. In response to feedback from Town Policy and Urban Design Staff, the applicant incorporated design features such as increased glazing, a patio area, and landscaping, particularly along Tremaine Road, to improve the overall façade and impact of the development.

In accordance with the secondary plan, the applicant prioritized the view of the escarpment and included enhanced landscaping along Tremaine Road while ensuring connectivity with adjacent lands. Through their review, Town Policy and Urban Design Staff were satisfied that the applicant demonstrated conformity with the secondary plan as it relates to urban design and the applicable urban design guidelines.

Lighting Impacts

A resident raised concerns about potential lighting impacts on the Niagara Escarpment Commission area, as a result of this development. Through this application, the proponent provided an External Lighting Plan; no concerns were raised through this review and all proposed external lighting will be directed internally towards the development.



Discussion

Through the site plan application stage, Town Staff will review photometric plans to ensure that the proposed lighting will not negatively impact adjacent lands and will comply with the Zoning By-law.

Conclusions:

Based on the aforementioned, Planning Staff is satisfied that the proposed zoning by-law amendment is consistent with the applicable Provincial Policy and conforms to both the Region of Halton and Town of Milton Official Plan. Therefore, Planning Staff recommend approval of the draft zoning by-law amendment.

Financial Impact

There are not financial impacts arising from this report.

Respectfully submitted,

Jill Hogan, RPP MCIP
Commissioner, Development Services

For questions, please contact: Rachel Suffern, MPA, M.Sc. (PI) Phone: Ext. 2263
Planner, Development Review

Attachments

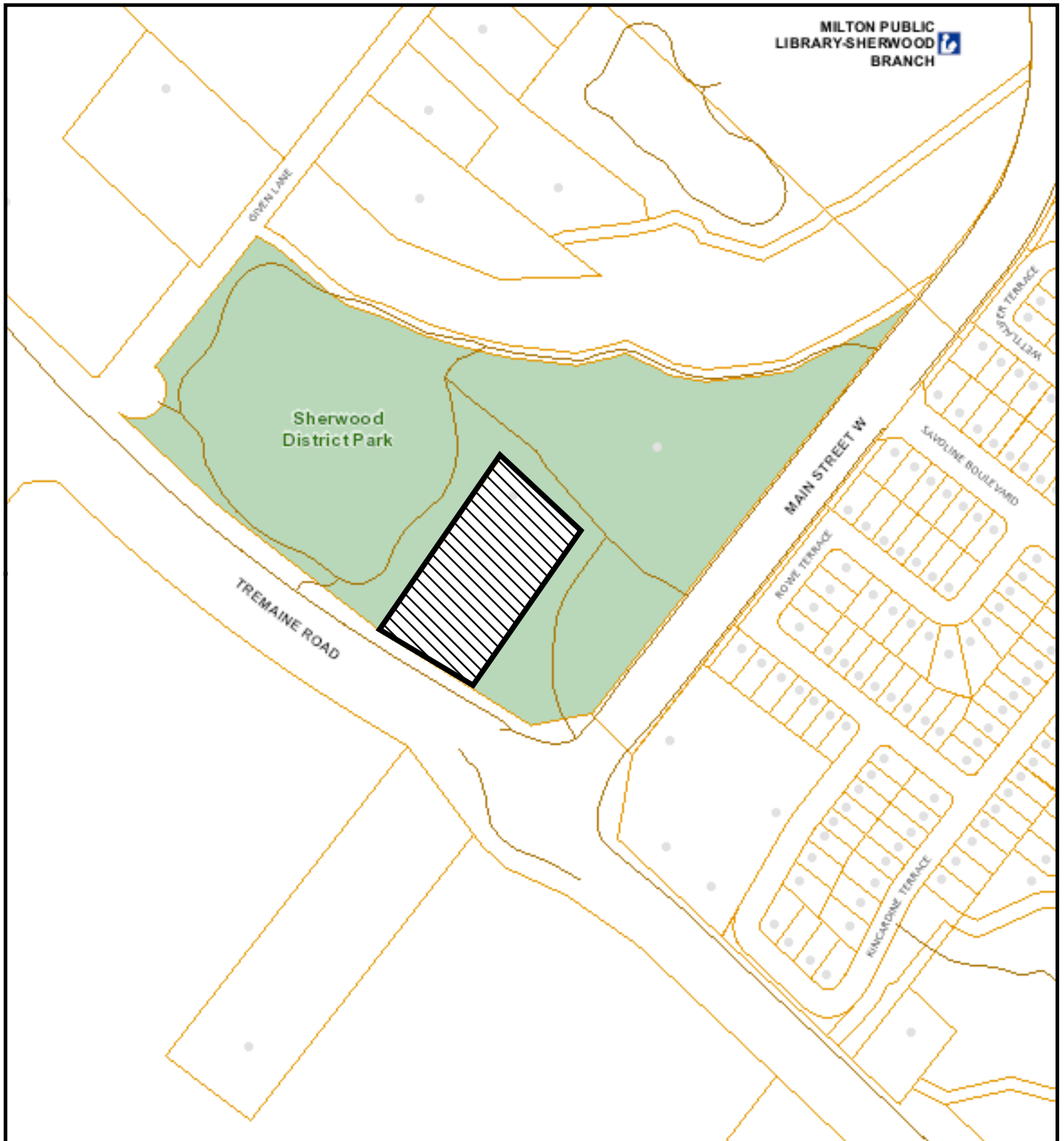
Figure 1 – Location Map
Figure 2 – Site Plan and Site Statistics
Figure 3 – Rendering
Appendix 1 – Proposed Zoning By-law

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

FIGURE 1 LOCATION MAP



Council Meeting Date:
July 17, 2023

Scale: 1:4,513.99

File: DS-036-23

Development Services



Subject Property
Page 251 of 563

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THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 0XX-2023

BEING A BY-LAW TO AMEND THE TOWN OF MILTON COMPREHENSIVE ZONING BY-LAW 016-2014, AS AMENDED, PURSUANT TO SECTION 34 OF THE *PLANNING ACT* IN RESPECT OF THE LANDS DESCRIBED AS PART OF LOT 10, CONCESSION 4, FORMER GEOGRAPHIC TOWNSHIP OF TRAFALGAR, TOWN OF MILTON, REGIONAL MUNICIPALITY OF HALTON (QUADSPRING INC.) – TOWN FILE: Z-01/22

WHEREAS the Council of the Corporation of the Town of Milton deems it appropriate to amend Comprehensive Zoning By-law 016-2014, as amended;

AND WHEREAS the Town of Milton Official Plan provides for the lands affected by this by-law to be zoned as set forth in this by-law;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1.0 THAT Schedule A to Comprehensive Zoning By-law 016-2014, as amended, is hereby further amended by changing the existing Future Development (FD) Zone to a Local Commercial (C3*338) Zone to allow for the construction of a proposed two-storey Day Care Centre on the land shown on Schedule A attached hereto.

2.0 THAT Section 13.1 is amended by adding Section 13.1.1.338 to read as follows:

Notwithstanding any provisions to the By-law to the contrary, for lands zoned Local Commercial (C3*338) Zone the following provisions also apply:

A. Special Site Provisions:

- 1) For the purposes of this by-law, the definition of 'Gross Floor Area' shall not include the porches;
- 2) Maximum Lot Area shall be 8,300 square metres;
- 3) Maximum Front Yard setback shall be 77.0 metres for Building A;
- 4) Minimum Interior Side Yard shall be 3.0 metres;
- 5) Minimum Rear Yard setback to any use, including an outdoor play area associated with a Day Care Centre use, shall be 3.0 metres;
- 6) Restaurant Patio shall be located a minimum of 0.6 metres from any lot line;
- 7) Maximum Building Gross Floor Area for Individual Buildings shall be 2,000 square metres;
- 8) Maximum Building Gross Floor Area for all Buildings combined on site shall be 2,950.00 square metres.

- 9) Minimum parking required for all permitted uses on site shall be provided at a rate of 1 space / 23.5 square metres of Gross Floor Area;
 - 10) No loading area is required for Building “A”;
 - 11) Deep collection waste disposal container(s) shall be located no closer than 0.10 metres from a Building or Parking Area;
 - 12) Loading Area may be setback 0.0 metres from a Building.
 - 13) Notwithstanding anything to the contrary, the following shall apply to Building “A”:
 - a. The only permitted use shall be a Day Care Centre use.
 - 14) Notwithstanding anything to the contrary, the following shall apply to Building “B”:
 - a. The maximum Gross Floor Area of the entire building shall not exceed 930 square metres;
 - b. The maximum Gross Floor Area associated with a Restaurant and Restaurant Take-Out use shall not exceed 250 square metres of the entire building;
 - c. The maximum Gross Floor Area associated with a Medical Clinic use shall not exceed 250 square metres of the entire building.
- B. Notwithstanding Section 7.1 Table 7B, the following use shall be prohibited:
- 1) Drive-Through Service Facility

3.0 If no appeal is filed pursuant to Section 34(19) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, or if an appeal is filed and the Ontario Land Tribunal/OLT dismisses the appeal, this by-law shall come into force on the day of its passing. If the Ontario Land Tribunal/OLT amends the by-law pursuant to Section 34 (26) of the *Planning Act*, as amended, the part or parts so amended come into force upon the day the Tribunal’s Order is issued directing the amendment or amendments.

PASSED IN OPEN COUNCIL on July 17, 2023.

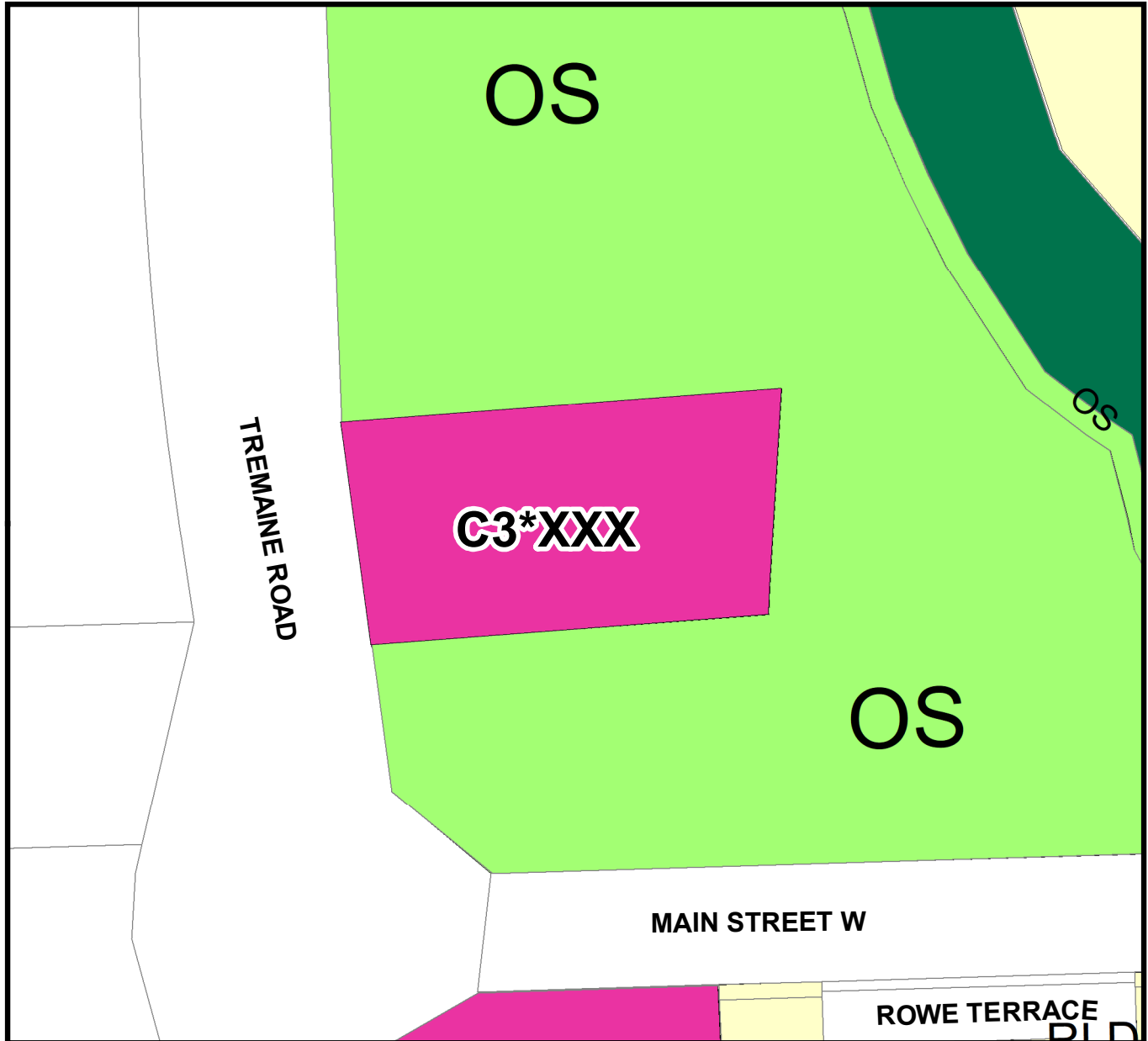
Gordon Krantz Mayor

Meaghan Reid Clerk

SCHEDULE A
TO BY-LAW No. -2023
TOWN OF MILTON

PART LOT 13 CONCESSION 1 TRAFALGAR NEW SURVEY

Town of Milton



THIS IS SCHEDULE A
TO BY-LAW NO. _____ PASSED
THIS ___ DAY OF _____, 2023.

 **C3*338 - Local Commercial Zone
Special**

MAYOR - Gordon A. Krantz

CLERK- Meaghen Reid

[illegible]

SKETCH ILLUSTRATING TOPOGRAPHIC FEATURES OF
PART OF LOT 13, CONCESSION 1
NEW SURVEY
(GEOGRAPHIC TOWNSHIP OF TRAFALGAR)
TOWN OF MILTON
REGIONAL MUNICIPALITY OF HALTON
J.D. BARNES LIMITED

NO.	DATE	REVISIONS	BY
8	MAY24.23	GENERAL REVISIONS AS PER CITY COMMENTS	RA
7	APR 26.23	GENERAL REVISIONS AS PER CLIENTS REQUEST	RA
6	MAR30.23	GENERAL REVISIONS AS PER CITY COMMENTS	RA
5	JAN 31.23	GENERAL REVISIONS AS PER CITY COMMENTS	RA
4	JULY25.22	GENERAL REVISIONS AS PER CITY COMMENTS	RA
3	JUNE14.22	GENERAL REVISIONS AS PER CITY COMMENTS	RA
2	JUNE01.22	GENERAL REVISIONS AS PER CITY COMMENTS	RA
1	MAY16.22	GENERAL REVISIONS AS PER CITY COMMENTS	RA

DRAWING ISSUE		
DATE	PARTICULARS	BY
	Issued for Design Approval	
JAN.04.22	Issued for Site Plan Approval	ET
	Issued for Pricing and Budgeting	
	Issued for Building Permit	
	Issued for Tendering	
	Issued for Construction	
	Issued for Record Set of Dwgs.	

This drawing, as an instrument of service, is provided by and is the property of Ventschler Gagliardi Architect Inc. The contractor must verify and accept responsibility for all dimensions and conditions on site. Ventschler Gagliardi Architect Inc. is not responsible for any variations from the supplied information.

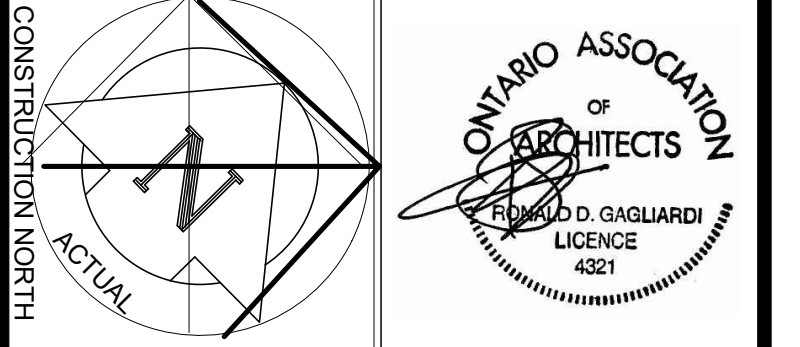
Ventschler Gagliardi Architect Inc. is not responsible for the accuracy of survey, structural, mechanical, electrical, etc., engineering information shown on this drawing. Refer to the appropriate engineering drawings before proceeding with the work.

Construction must conform to all applicable codes and requirements of authorities having jurisdiction. This drawing is not to be used for construction.

Ventschler Gagliardi Architect Inc. is not responsible for any environmental conditions, geotechnical conditions or any pollutants found on site.

All architectural symbols indicated are graphic representations only.

This drawing is not to be used for construction purposes until the architectural seal is signed by the Architect of Record.



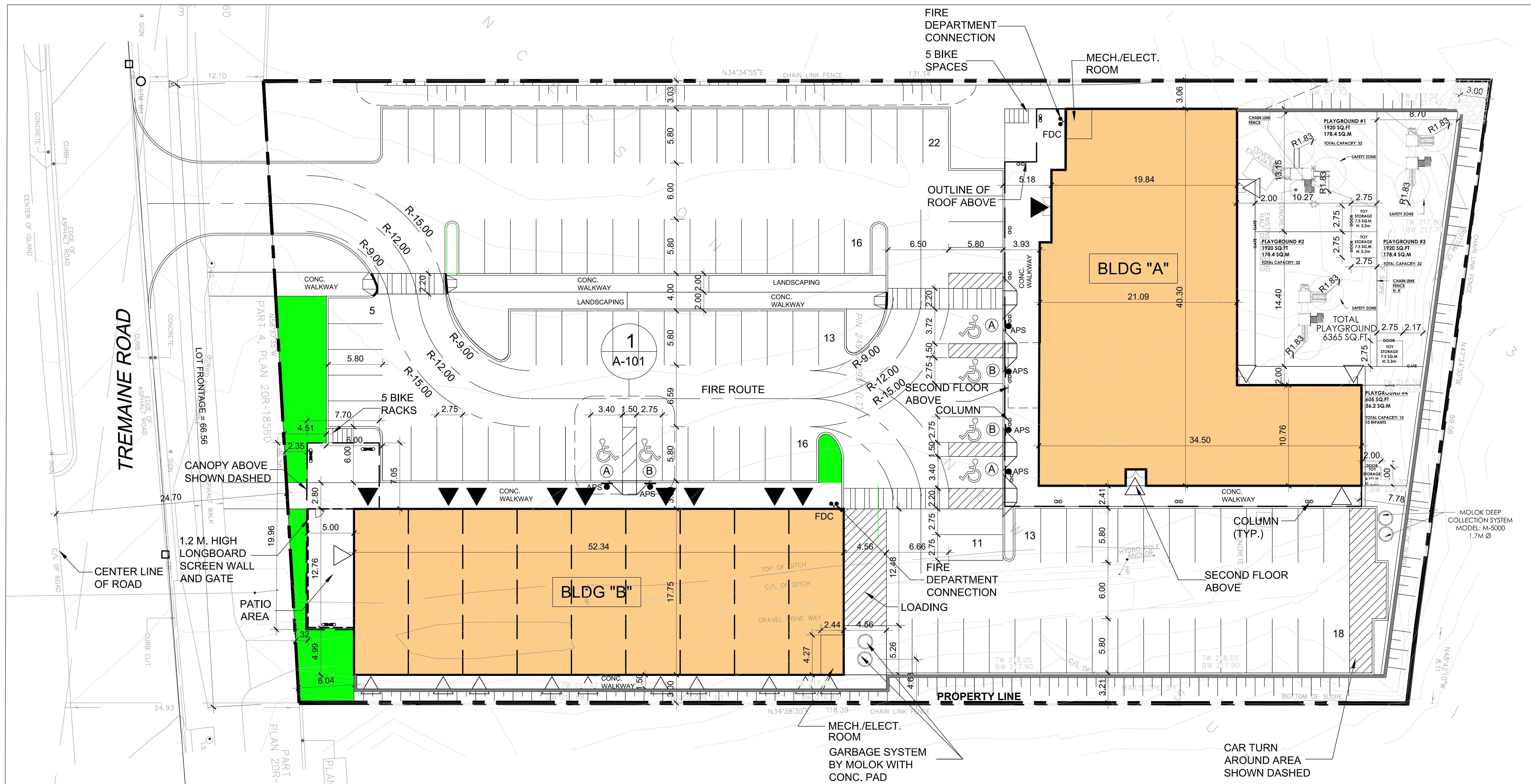
VGA Venchiarutti Gagliardi Architect Inc.
2651 John Street, Unit 18, Markham, ON L3R 2W5
T 905-477-1065 F 905-477-1067
www.vgarch.net

PROJECT

PROPOSED
DEVELOPMENT

7419 TREMAINE ROAD
MILTON, ONTARIO

DRAWING NAME		
SITE PLAN		
SCALE	DATE OF DWG.	PROJECT NO.
1:200	MAY.25.2023	21034
DRAWN BY	SHEET NO.	
RA	A-100	
CHKD BY	W/21034 - 7439 Tramine Road (Mh0002) Drawings 6.5.1 Architectural/PPA/250205.25.23	
ET		



1 SITE PLAN
A-100 SCALE: 1:200

LAST PLOTTING DATE: MAY 25, 2023



The Corporation of the Town of Milton

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: July 17, 2023

Report No: DS-034-23

Subject: Pedestrian Crossover (PXO) and School Crossing Guard Update

Recommendation: **THAT six school crossing guard locations be removed as warrants are no longer met;**

AND THAT a total of four additional PXO Level 2 Type D PXOs be installed at school crossing locations prior to the commencement of school in 2023;

AND THAT three existing Level 2 Type D PXOs be upgraded to Level C and two additional Level 2 Type C PXOs be installed in 2024 pending budget approval with a cost of approximately \$17,000.00 per location;

AND FURTHER THAT traffic volumes be updated every two years along collector roads where PXOs exist to determine if upgrades are required.

EXECUTIVE SUMMARY

Traffic Engineering staff has completed an extensive review of all Level 2 Type D PXOs in the Town of Milton along with a number of school crossing guard locations to determine if upgrades are required at these locations or if crossing guards are no longer warranted.

As a result of this review, it is recommended that five Level 2 Type C PXOs be installed in 2024 pending budget approval and that four Level 2 Type D PXOs be installed as a result of the removal of crossing guards from mid-block/no stop control locations in summer 2023, six crossing guards be removed for the 2023/2024 school year commencing in September 2023 and that one additional crossing guard be removed in September 2024 pending the installation of a Level 2 Type C PXO.

REPORT

Background

Further to the Council Motion brought forward for consideration at the February 6, 2023 council meeting regarding "Pedestrian Crossover (PXO) Review" and further to ENG-023-

Background

19 School Crossing Guards Policy (Appendix I), all required studies have been completed to determine any changes/upgrades to existing locations where PXOs are in place and where crossing guards are presently located. As indicated in the Council memo provided in April 2023 (Appendix II), traffic volumes were updated on all road segments that have low level PXO's installed to determine if they are warranted for upgrades, school crossing locations with PXO's were included in this to determine if they need to be upgraded, and 10 crossing guard locations were reviewed to determine if crossing guards are still warranted as per the Council approved policy.

Discussion

PXO Review

There are presently four types of PXOs that can be used in Ontario in accordance with Ontario Traffic Manual Book 15 - Pedestrian Crossing Treatments (see Appendix III).

The types are as follows:

Level 1 Type A: The "Type A" PXO is the existing PXO under Book 15 and is not currently used in Milton. This PXO consists of side mounted poles with crossing signs, as well as overhead signs with flashing beacons suspended on wire spanning the two roadside poles. This type of PXO is designed for use on high to medium volume, high speed and single or multi-lane arterials. The "Type A" PXO's have been replaced in many municipalities with Mid-Block Pedestrian Signals or Intersection Pedestrian Signals, including Milton.

Level 2 Type B: The "Type B" PXO consists of a roadside mounted sign leading to a crossing in both directions with an overhead sign and a Rectangular Rapid Flashing Beacon (RRFB) on top of the roadside mounted sign.

Level 2 Type C: The "Type C" PXO consists of a roadside mounted sign at a crossing for both directions with a RRFB on top of the roadside mounted signs.

Level 2 Type D: The "Type D" PXO consists of a roadside mounted sign at the crossing in both directions.

There are presently 44 Pedestrian Crossovers (PXOs) installed in the Town and of those, five are Level 2 Type B, three are Level 2 Type C and 36 are Level 2 Type D. There are also seven additional Level 2 Type D PXO's being installed this year as part of the annual PXO Program and installation is expected to be completed in summer 2023. The locations are as follows:

- Bennett Boulevard and Hepburn Road
- Dixon Drive and Hatton Crossing

Discussion

- Knight Trail and Higgins Drive
- McLaughlin Avenue and Serafini Crescent
- Woodward Avenue and Gailbraith Boulevard/Robarts Drive
- Whitlock Avenue and Walnut Landing
- Sauve Street south of Irma Coulson Elementary School at Pathway

Staff have updated volume counts at the 36 Level 2 Type D locations to determine if they warrant being upgraded to a Level 2 Type C PXO (see Appendix IV). Based on updated traffic volumes the following locations warrant/are extremely close to warranting an upgrade:

- Commercial Street at Walkway (South of Parkway Drive)
- Laurier Avenue at Laurier Park (Hayward Crescent east intersection)
- Laurier Avenue at Sam Sherratt Trail (west of Ontario Street)
- Scott Boulevard and Finney Terrace

The request for funding for these upgrades will be included in the 2024 Capital Budget and it is expected the upgrades will take place in summer 2024.

Crossing Guard Review

Further to ENG-023-19 School Crossing Guards Policy (Appendix I), staff committed to evaluating 10 existing crossing guard locations that did not meet warrants for a crossing guard in 2019. In order to determine if a crossing guard remains warranted at a location, studies must be completed three times during a school year (Fall, Winter, Spring). Due to Covid-19 occurring and schools being shut down, these studies were not completed until the 2022-2023 School Year.

Studies were completed at mid block locations and all-way stop locations to determine if the warrants were still met. The following chart summaries the results of these studies:

Location	Type of Crossing	Meets Warrant on one or more occasions	Recommendation	Further Enhancements
Bennett Boulevard and Hutchison Avenue	No Stop Control	No	Remove Crossing Guard in Sept 2023, Students can	Install Level 2 Type D PXO in August 2023

Discussion

			cross at: Bennett Boulevard and Yates Drive (all-way stop), Bennett Boulevard at Lees Gate or Bennett Boulevard and Armstrong Boulevard with crossing guards	
Bennett Boulevard and Wickson Way	No Stop Control	Yes	Crossing Guard Remains	
Bolingbrook Drive west of Vickerman Way	Mid Block	Yes	Crossing Guard Remains	
Childs Drive and Clements Drive	Mid Block	No	Remove Crossing Guard in Sept 2024 pending budget approval for PXO upgrade	Install Level 2 Type C PXO , (based on traffic volumes this meets the warrants for this level of a PXO compared to the other locations)
Tupper Drive at Bussell Crescent	No Stop Control	Yes	Crossing Guard Remains	
Wilson Drive south of Woodward Avenue	Mid Block	No	Remove Crossing Guard in September 2023, Students can cross at Woodward	Install Level 2 Type D PXO in August 2023

Discussion

			Avenue and Wilson Drive (all-way stop) with crossing guards	
Woodward Avenue and Joyce Boulevard	Mid Block	No	Remove Crossing Guard in September 2023, Students can cross at Woodward Avenue and Wilson Drive (all-way stop) with crossing guards	Level 2 Type D PXO is existing
Clark Boulevard and Bennett Boulevard	All-Way Stop	Yes	Crossing Guard Remains	
Laurier Avenue and Coxe Boulevard	All- Way Stop	No	Remove Crossing Guard in September 2023	No Enhancements as its an existing all-way stop
Thomas Street and Heslop Road	All-Way Stop	No	Remove Crossing Guard in September 2023	No Enhancements as its an existing all-way stop
Yates Drive and Holly Avenue	All- Way Stop	No	Remove Crossing Guard in September 2023	No Enhancements as its an existing all-way stop

For the Level 2 Type D PXO installations for Bennet Boulevard and Hutchison Avenue, and Wilson South of Woodward, the PXO installations are scheduled for August of 2023, ahead of the school year start in September. Crossing Guards will not be removed until the PXOs are in place.

Discussion

Two additional locations were reviewed to determine if the School Crossing should be converted into a PXO.

The crossing at Savoline Boulevard and Merkley Gate has been reviewed and does warrant a Level 2 Type D PXO outside of school hours due to the vicinity of Optimist Park. Therefore, it is recommended that the PXO be installed and the crossing guard remain in place as the warrants are still fulfilled for the crossing guard. The PXO will be installed in 2023.

The crossing at Sauve Street and Irma Coulson Public School has been reviewed and does warrant a Level 2 Type D PXO outside of school hours. Therefore, it is recommended that the PXO be installed and the crossing guard remain in place as the warrants are still fulfilled for the crossing guard. It should be noted that this new PXO will be relocated to the south to line up with the pathway as requested by the school. The PXO will be installed in 2023.

Seven locations where there is an existing PXO and a crossing guard in place were reviewed to determine if the PXO warrants an upgrade to Level 2 Type C along with the removal of the crossing guards (See Appendix V). As a result of these studies one location being Scott Boulevard and Finney Terrace warrants an upgrade to a Level 2 Type C PXO and the removal of the crossing guard. Pending 2024 budget approval, the PXO upgrade will be installed in summer 2024. The remaining six locations will continue to operate as Level 2 Type D PXOs with crossing guards remaining in place.

Should the crossing guards not be removed from any locations listed in the chart above, the recommended PXO's will not be installed as the school crossing guards will remain in place.

Changes related to school crossing guards will be communicated to the affected schools over the summer so they can advise parents prior to school commencing. At locations where the crossing guards have been removed and PXO's installed, the school will be sent information on how to properly use the PXO which can be shared with the parents and traffic staff will be out at these locations the first week of school educating the students/parents.



Financial Impact

The installation of the four Type 2 level D PXOs (two where crossing guards will be removed in 2023, and two where crossing guards will remain) as well as seven new Type 2 Level D PXOs as part of the annual PXO program will be funded through the 2023 Pedestrian Crossover Budget C40011223 with a total anticipated cost of \$27,984.

As part of the 2024 Capital Budget process, staff will be requesting budget to install a total of 5 Level 2 Type C PXOs in 2024. The anticipated budget requirement will be \$86,496, which will be refined through the 2024 budget process.

The anticipated operating savings of removal of six crossing guards in 2023 is \$23,338.

Respectfully submitted,

Jill Hogan
Commissioner, Development Services

For questions, please contact: Heide Schlegl, C.E.T, MITE, Phone: 905-878-7252
Dipl.M.M. Manager Traffic x 2506

Attachments

Appendix I – ENG-023-19 School Crossing Guards Policy Report

Appendix II – PXO Memo to Council

Appendix III – Types of PXO's in Ontario

Appendix IV – PXO Review Results

Appendix V - PXO School Review Results

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



The Corporation of the Town of Milton

Report To:	Council
From:	M. Paul Cripps, P. Eng., Commissioner, Engineering Services
Date:	August 12, 2019
Report No:	ENG-023-19
Subject:	Placement of School Crossing Guards Policy
Recommendation:	<p>THAT Council endorse the Placement School Crossing Guards Policy;</p> <p>AND THAT the Commissioner, Engineering Services be given delegated authority to update and implement the Placement of School Crossing Guards Policy, including establishing new crossing guard locations and the removal of crossing guard locations.</p>

EXECUTIVE SUMMARY

As a result of continued growth in the Town of Milton and the opening of a number of new elementary schools, the Placement of School Crossing Guards Policy is required to ensure requested locations are reviewed using the same warrant process. The attached policy (see Appendix A) sets out minimum vehicular and pedestrian volumes for all types of adult school crossing guard locations. This policy enables the Town of Milton to have a transparent process that shows consistency of application to all sites.

REPORT

Background

School crossing guards are used to assign right-of-way for pedestrians, primarily children, at locations with conflicting vehicular traffic. Currently, the Town of Milton does not have a formal policy for the placement of school crossing guards. In 1986, Council approved a warrant system that was obtained from a neighbouring municipality.

The current Town of Milton warrant works well for midblock locations but it does not work well for intersections that have all-way stops or traffic control signals. The existing warrant is based on a vehicle gap study and it is difficult to count accurate gaps in traffic flow when the stop sign/traffic control signal creates them. The difference between

perceived danger and actual danger is difficult to explain to the public and is therefore considered subjective.

In order to ensure that school crossing guards are placed at appropriate locations in the community a crossing guard policy, which includes a warrant system, is required.

The proposed policy and its warrant system for school crossing guards provides staff with a more sophisticated approach for analyzing these types of school crossings, which makes it easier for the public to understand.

Discussion

The role of a school crossing guard is to stop traffic for school aged children (JK-6) walking to and from school where sufficient naturally occurring gaps do not exist. Presently, there are 42 school crossing guards at 39 locations in the Town of Milton and five standbys.

In 2017, the Ontario Traffic Council (OTC) retained the services of a consulting firm to update the 2004 School Crossing Guard Guide. The Town of Milton, along with representatives from a number of municipalities throughout Ontario, sat on the committee to assist with the update. The updated OTC School Crossing Guard Guide recommends best practices and warrants for municipalities to use when determining location placements for school crossing guards.

The warrant combines engineering principles, observation and judgement as a basis for data collection. The warrant also takes into consideration vehicle and pedestrian volumes during the key times around school entrance and dismissal. The 2017 OTC School Crossing Guard Guide recommends a gap survey for mid block/minor stop controlled locations and an Exposure Index for all-way stops and traffic control signal locations.

As a result of the updated School Crossing Guard Guide developed by the OTC, the attached Placement of School Crossing Guards Policy (Appendix A) has been developed based on best practices across Ontario. The policy will provide a consistent method of evaluating existing and newly requested locations to determine if a school crossing guard is warranted.

Included within the policy are specific minimum values for pedestrians and vehicular traffic volumes for a variety of crossing location types. These values were developed using the OTC Crossing Guard Guide.

The policy also contains information with respect to the process of requesting a school crossing guard, procedure for new school openings and steps for removal of a school crossing guard.

New crossing guard locations will be installed based on warrants being fulfilled, budget, staffing availability and seasonal restrictions.

The warrants contained in the policy have been applied to all existing school crossing guard locations as well as three new locations where requests were received during 2019.

If ENG-23-19 is passed by Council, the following changes will be made to our school crossing guard program:

1. New school crossing guards will be implemented at the following locations for school opening in September 2019:
 - Costigan Road and Miller Way – all-way stop
 - Costigan Road and Denyes Way – all-way stop
2. The existing school crossing guard at the intersection of Laurier Avenue and Commercial Street will be relocated as new traffic control signals have been installed at this location.
3. The existing school crossing guard at the intersection of Ontario Street and Laurier Avenue will be relocated as only four children are crossing at this intersection and there are low conflicting movements.
4. The existing school crossing guard at the intersection of Derry Road and Sauve Street will be relocated south on Sauve Street as there are now sidewalks existing on the east side of the road, and a number of school aged children that either reside in the new condo buildings across from the school or are dropped off by parents are crossing midblock with insufficient gaps in traffic.

The Town is currently in the process of recruiting for crossing guard positions to fill a number of vacancies.

The intersection of Louis St. Laurent Avenue and Farmstead Drive has been reviewed on a number of occasions for the implementation of a school crossing guard. This intersection doesn't warrant a crossing guard, although there are a high number of school aged children crossing (many accompanied by an adult) and a low number of conflicting movements. Due to the high pedestrian volume, Engineering Services will be installing a Leading Pedestrian Interval (LPI) prior to school commencing. The LPI provides an advanced walk signal so that pedestrians begin to cross the road before vehicles get a green and it provides pedestrians an advantage over turning vehicles.

In August 2019, signal monitoring equipment will be installed at this intersection, which will allow traffic engineering staff to monitor the intersection from Town Hall and make adjustments to signal timings if required. Once the LPI has been installed and operational for a few weeks, staff will determine if southbound right turns should be prohibited during the LPI phase from 8:30 am – 9:00 am and from 3:15 pm – 3:45 pm on school days.

In Spring 2019, the following locations were reviewed and fall short of meeting the proposed warrants. In accordance to the policy, locations should be studied on three separate occasions to determine if they continue to meet warrants. Therefore, these locations will be further studied in Fall 2019 and Winter 2020:

Mid Block Locations

Location	Exceeds Minimum Safe Gap Requirements	Meets Minimum Pedestrian Requirements (40)	Percentage of Warrant Met
Bennett Boulevard and Hutchison Avenue	Yes	No	33%
Bennett Boulevard and Wickson Way	Yes	Yes	16%
Bolingbrook Drive W/of Vickerman Way	Yes	Yes	16%
Childs Drive and Clements Drive	Yes	No	16%
Coxe Boulevard and Pearen Drive	Yes	Yes	33%
Tupper Drive and Bussell Crescent	Yes	Yes	33%



The Corporation of the Town of Milton

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Wilson Avenue S/of Woodward Avenue	Yes	No	0%
Woodward Avenue and Joyce Boulevard	Yes	No	0%

All-Way Stop Locations

Intersection	Total Pedestrians (Minimum 40 Pedestrians)	Total Conflicting Movements	Threshold (Minimum Threshold 8102)
Clark Boulevard and Bennett Boulevard	33	244	8052
Laurier Avenue and Coxe Boulevard	34	366	12,444
Thomas Street and Heslop Road	42	55	2310
Yates Drive and Holly Avenue	39	182	7098

Once all of the above locations have been reviewed, should the warrants still not be fulfilled, these crossing guards will be removed effective June 30, 2020.

Financial Impact

There is no financial impact associated with the 2019 crossing guard budget as all warranted locations will be staffed through a combination of relocation of existing crossing guards and recruiting to fill a number of vacant positions. The locations that do not meet the proposed warrants at this time will require further study in Fall 2019 and Winter 2020. Any savings identified as a result of these studies will be reported through the 2020 Quarterly Variance process.



The Corporation of the Town of Milton

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Respectfully submitted,

M. Paul Cripps, P. Eng.
Commissioner, Engineering Services

For questions, please contact: Heide Schlegl, Manager, 905-878-7252 x2506/2130
Traffic or Valerie Lister,
Coordinator Crossing Guards

Attachments
Appendix A – Placement of School Crossing Guards Policy

CAO Approval
Andrew M. Siltala
Acting Chief Administrative Officer

Purpose & Scope

This policy, in conjunction with the Ontario Traffic Council (OTC) Crossing Guard Guide, will be used to assist staff with the placement of school crossing guards. School crossing guards can be placed on all roadways within the urban boundary of Milton, with a posted speed limit of 60km/h or less as per the Ontario Highway Traffic Act Section 176.

A school crossing guard is a person 18 years of age or older who is directing the movement of persons across a highway by creating necessary gaps in vehicular traffic to provide a safe passage at a designated school crossing location and is employed and trained by the Town of Milton.

School crossing guards will only be provided to assist students when all of the following criteria are met:

- attend schools operating under the Halton District School Board, Halton District Catholic School Board and the French Language School Board;
- live within the school's walking boundaries;
- are in Grades Junior Kindergarten to Six

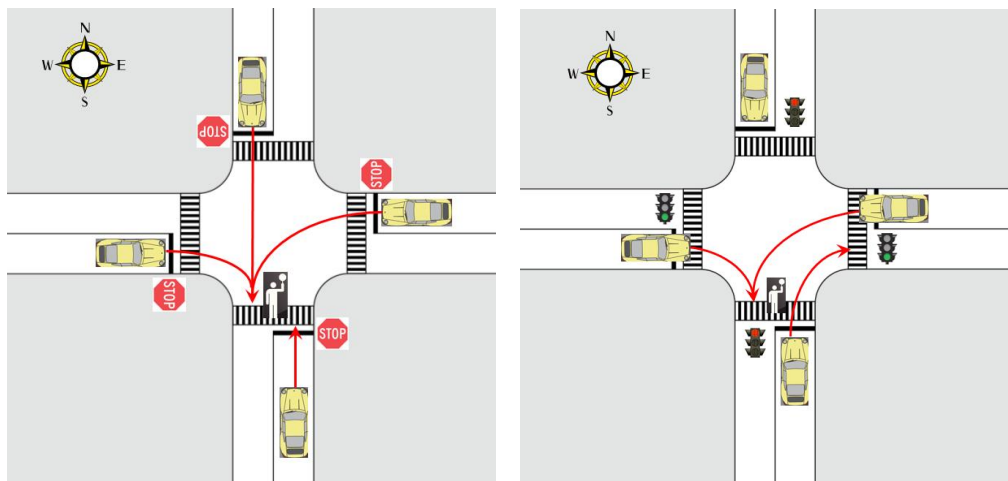
School crossing guards will be placed at warranted locations a minimum of 30 minutes before the morning bell time and 30 minutes after school dismissal. At school crossing locations directly in front of a school, these guards will remain in place an additional 5 minutes should there be late students. The bell times are provided by the appropriate school board.

School crossing guards can be placed at signalized intersections, all-way stops, minor street stop controlled or at mid-block locations where warrants have been fulfilled.

Definitions

85th Percentile: Calculated by plotting the product (conflicting vehicles multiplied by pedestrians) for all existing crossing guard locations. Based on the plotted locations, the 85th percentile is calculated and this is the exposure threshold value.

Conflicting Vehicles: A conflicting vehicular movement is one that interferes with or compromises the safety of the crossing students. The conflicting vehicular movements vary depending on the type of intersection, crossing or control where students are crossing.



All Way Stop and Signalized Examples - Conflicting Movements

- Exposure Index:** The Exposure Index method examines the level of interaction and conflict between vehicular and student pedestrian volumes. The Exposure Index method generates a graph based on historical trends at existing crossing guard locations. The graph is then used as a threshold for future crossing locations where a school crossing guard may be required. (See Appendix I)
- Gap Study:** Measures the elapsed time naturally occurring between vehicles, measured in seconds, as vehicles cross the intended study location. The gaps are recorded in five-minute intervals.
- Safe Gap Time:** A Safe Gap Time is the time required in a break within the traffic that permits students to cross the road safely. (See Appendix II)
- Warrant:** The criteria used to determine if a school crossing guard is warranted.

Requests for a School Crossing Guard

Requests from parents and schools must be submitted in writing addressed to the Engineering Services Department, Traffic Engineering. The request should indicate the applicable school, daily walking route, preferred intersection (including leg of intersection)/location where they are requesting that a school crossing guard be placed. Upon Traffic Engineering staff's review of the student scatter map provided by the appropriate school board, a more suitable location may be considered and studied.

Types of Studies Used to Determine Locations for School Crossing Guards

Appropriate studies to place a school crossing guard will be conducted at requested locations. All applicable studies will be conducted 30 minutes prior to school entrance times and 30 minutes following school dismissal.

If a school crossing guard is being considered, a site study will be conducted on a typical school day, Tuesday to Thursday with fair weather, to determine if the location is appropriate and if it meets the minimums for the applicable warrant.

The site study would include the following:

- The location's proximity to another traffic control device or existing school crossing guard;
- Number of students utilizing the crossing location;
- Existing sidewalks i.e. is construction complete or nearly complete in the area;
- Driver and pedestrian behaviour - is education or police enforcement required;
- Site lines - would the school crossing guard and children be clearly visible by traffic at this location;
- Parked vehicles - staff may be required to review area for parking/stopping prohibitions

In order for a school crossing guard to be warranted, all parts of the applicable warrants must be met. A three-year collision review will also be completed at all studied locations to determine if there is a collision pattern during school entrance and dismissal times.

Gap Study - Minor Street Stop-Controlled Intersections/Mid-Block Locations

A Gap Study measures the elapsed time naturally occurring between vehicles, measured in seconds, as vehicles cross the intended study location. The gaps are recorded in five-minute intervals.

At all locations where a Gap Study is performed, a Site Inspection Report will be completed (See Appendix III). All components of the warrant must be met.

Minimum Warrant Requirements – Gap Study

- Less than four safe gaps present in 50% of the five minute intervals in either the morning or afternoon study period
- Minimum of 40 students during a study period
- Average daily traffic volumes less than 12,000 vehicles/day on leg of intersection where highest number of students cross

Exposure Index Study – All-Way Stops

An Exposure Index Study quantifies the level of interaction and potential conflict between vehicular and child pedestrian movements at a given crossing. For a crosswalk at an all-way stop, the conflicting movements considered as part of the Exposure Index would be those vehicles turning left, right or going straight through that crosswalk. The Exposure Index is determined by multiplying the number of conflicting vehicular movements by the number of school aged pedestrians at a crossing. It provides an empirically based value, which can be used objectively to determine if a school crossing guard is warranted at a location. When completing a count, a vehicle drives through a crossing or it does not. The subjectivity is removed from the review.

A Site Inspection Report will be completed. All components of the warrant must be met.

Minimum Warrant Requirements – Exposure Index Study

- Minimum number of students during the school peak period either am or pm must be 40
- Minimum Exposure Threshold must be 8102
- Average daily traffic volumes less than 12,000 vehicles/day on leg of intersection where highest number of students cross

Signalized Intersections

Very few municipalities are using the Exposure Index at signalized intersections and many municipalities do not place crossing guards at signalized intersections. The municipalities that do use the Exposure Index all have different thresholds based on their existing locations. The Town of Milton only has crossing guards at three signalized intersections, which is not a large enough sample to create an Exposure Index. Therefore, at this time the Exposure Index will not be used at signalized intersections and the existing procedure will continue, which was outlined in the previous OTC Crossing Guard Guide from 2004.

Logic would dictate that school crossing guards should not be necessary at signalized intersections since traffic control signals are in place and provide for the orderly flow of traffic and pedestrians. Pedestrians have right of way when crossing on a green signal, which should minimize vehicle/pedestrian conflict. The use of a school crossing guard at a signalized intersection could adversely affect traffic flow, causing undue delay for motorists and should therefore be considered only as a last resort if several of the following are observed:

- A large number of conflicting movements through the intersection both right and left on the green signal and right turning traffic on the red signal.
- A large number of students, particularly young students crossing.
- The intersection leads to a main arterial or collector road and therefore there is a significant volume of trucks or other large vehicles using the intersection, potentially affecting visibility for both pedestrians and drivers.
- Poor driver behaviour, not yielding right of way to pedestrians, not coming to a complete stop prior to turning on a red signal, drivers inching forward, thus intimidating pedestrians in or about to cross the roadway and/or drivers weaving through pedestrians as they cross the roadway.
- The students appear timid in crossing the road or do not seem to be properly trained on how to cross the road safely, e.g. forgetting to push the pedestrian button or entering the roadway after the red flashing hand is showing.

When a school is located adjacent to a signalized intersection, additional measures may be taken. These measures will include but are not limited to:

- Implementing Leading Pedestrian Intervals (LPI) - The LPI provides an advanced walk signal so that pedestrians begin to cross the road before vehicles get a green light and it provides pedestrians an advantage over turning vehicles.
- Prohibiting right turns on red during the LPI time
- Extending the pedestrian walk time
- Ensuring pedestrian countdown and information signs are installed at the intersection

- Provide training to students on how to properly use pedestrian signals

Signal monitoring equipment at these intersections will allow traffic engineering staff to monitor the intersections more frequently and make signal timing adjustments if necessary.

Pedestrian Crossovers (PXOs)/Roundabouts

The OTC Guide also includes a section on determining warrants at PXOs and roundabouts. As these two types of traffic control devices are relatively new in Ontario, further research is required in this area to determine the best methodology to be used in determining if a crossing guard is warranted. Within Milton all of the roundabouts will have PXOs installed immediately, which provides a protected crossing for students.

Many municipalities throughout Ontario have indicated that motorists need to be better educated on the driver's responsibilities at these traffic control devices. The Town of Milton continues to work with internal staff and Halton Regional Police Services on educational programs.

New School Opening

School Boards must notify the Engineering Services Department three months in advance of the opening dates of all new schools in Milton. They are to provide the catchment area of the registered children for the subject school and a scatter map showing the potential walking students. A site visit will occur before school opens and potential sites will be evaluated based on estimated student volumes at all significant crossings. School crossing guards will not be placed before school opens, as traffic/pedestrian patterns have not been established. Construction surrounding schools should be nearing completion, which would include sidewalks and curbs. The safety of pedestrians and the school crossing guard must be taken into consideration. Approximately three weeks after the school opens applicable studies would be conducted and guards will be placed as required.

Removal of a School Crossing Guard

The Commissioner, Engineering Services, is authorized to remove school crossing guard locations without further study due to school closure, a school boundary change or if the students are now eligible for bussing. Additionally, locations can be removed following the completion of three gap/exposure studies where all three studies fall short of meeting warrants within a school year. Staff will advise Council as well as affected schools of the locations where school crossing guards are being removed. The affected school(s) will be responsible

for advising parents/caregivers of the removal of the school crossing guard. Removals should be effective after the end of school year.

Updating of Policy

As many municipalities are in the process of updating their crossing guard policies based on the OTC School Crossing Guard Guide- 2017 an update to the guide may be required as it is a living document. The OTC continues to work with local municipalities in updating manuals/guides to ensure they stay current.

The Placement of School Crossing Guards Policy will be updated each term of Council, which will include updating the Exposure Threshold to ensure existing conditions are being captured and reflected. Also Pedestrian Crossovers (PXOs) and roundabouts will be included in the next update.

Appendix I – Exposure Index Graph - All-Way Stop Locations

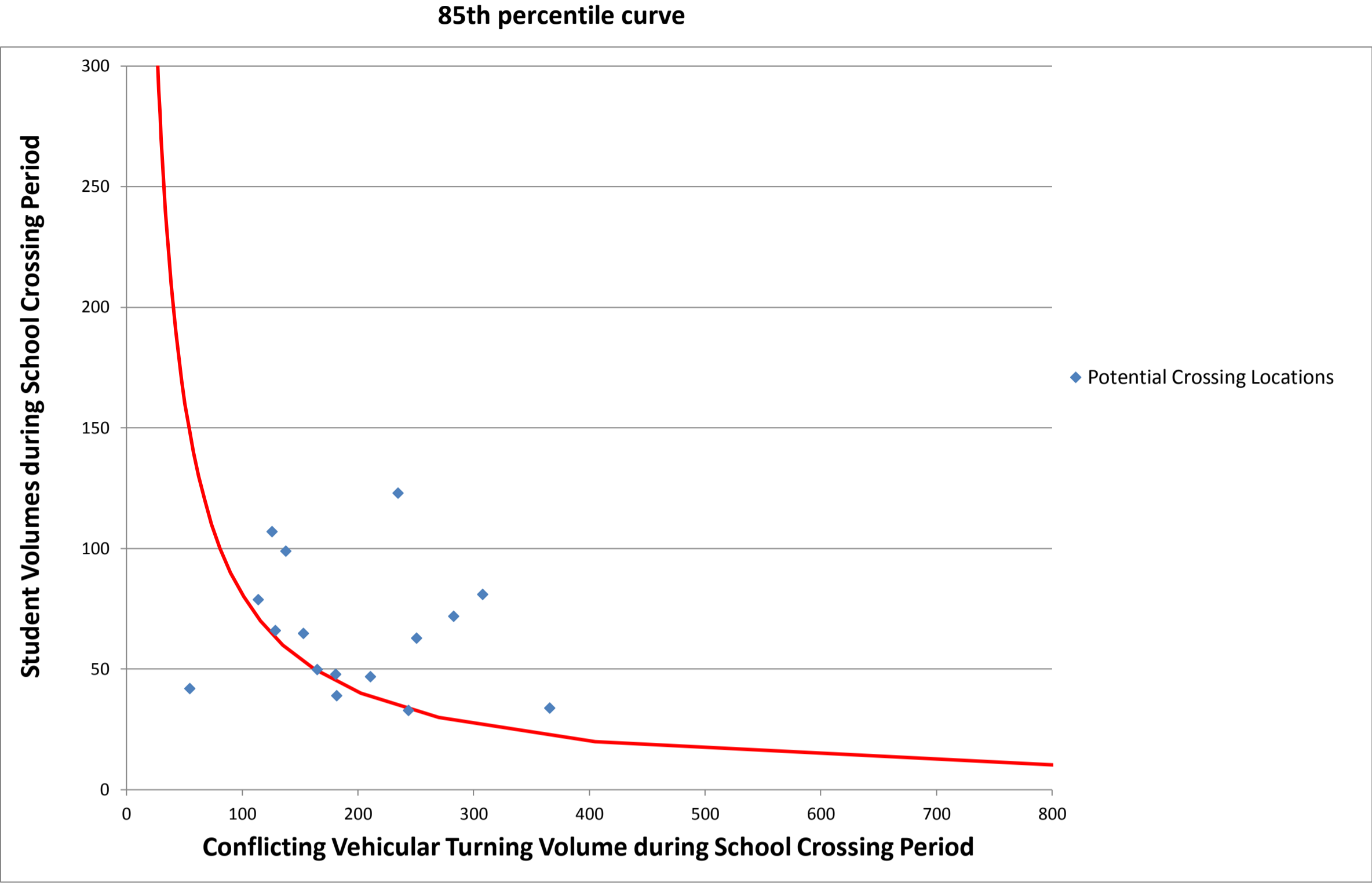
Appendix II – Safe Gap Time definition from OTC Crossing Guard Guide May 2017

Appendix III – Site Survey Form and Gap Study

Exposure Index Graph for All-way Stop-controlled Intersections

85 percentile threshold

8,102

[illegible][illegible]

11.2.1 Phase 1: Safe Gap Time

A Safe Gap Time is the time required in a break within the traffic flow that permits students to cross the road safely. Because this parameter will be used as the benchmark for the mid-block school crossing guard warrant, it is important that the Approval Authority understand the Safe Gap Time calculation methodology. Safe Gap Time can be calculated as:

$$\text{Safe Gap Time (G)} = \text{Perception \& Reaction Time (P)} + \text{Crossing Time} + \text{Group Factor Time}$$

which is the equivalent to:

$$G = P + (W / S) + T (N - 1)$$

The parameters in the Safe Gap Time calculation need to be collected as part of the site inspection process outlined in **Chapter 4**, and are detailed as follows:

P = Average perception and reaction time of students (measured in seconds) – This is the time it takes for a student to perceive whether there are any vehicles approaching and to decide whether to cross or wait. If this is not available, assume 4.0 seconds;

W = width of the roadway (measured in m) – typically measured as the pavement width of the road. However, to err on the conservative side, the width of the roadway could also be considered the crossing distance from where students typically queue while waiting for a safe gap in the traffic stream to the opposite side of the roadway. This is more conservative because students do not always wait to cross at the edge of pavement or on the curb. This parameter is used to calculate the crossing time;

S = Average walking speed of students (measured in metres per second) – This can be calculated by measuring the amount of time it takes for students to cross the roadway. The width of the roadway can then be related to the time required to calculate the walking speed. This parameter is used to calculate the crossing time. If this is not available, assume 1.0 m/s;

T = Group factor (measured in seconds) – This factor is used to account for the fact that when more students cross at the same time, it takes longer to cross. This is because a large group of students will have to cross in multiple rows instead one. This parameter is used to calculate the group factor time. If this is not available, assume 2.0 seconds; and

N = Predominant group size – Observe the average number of students crossing together in increments of five (for example if 3 students cross together: N = 1, if 8 students cross together: N = 2). This parameter is used to calculate the group factor time.

Site Inspection Report

Observers	Observed By	_____ and _____		
	Date of Inspection	_____		
	Times:	AM: _____	PM: _____	
	Requested by	_____		
	Weather Conditions	<input type="checkbox"/> Dry <input type="checkbox"/> Sunny <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Other: _____		
Site	Location	_____ Please include map of intersection showing portion studied		
	Leg	<input type="checkbox"/> North <input type="checkbox"/> East <input type="checkbox"/> South <input type="checkbox"/> West		
	Name of School(s)	_____		
	Type of Crossing/ Intersection	<input type="checkbox"/> 4 Way <input type="checkbox"/> 3 Way <input type="checkbox"/> Mid-block		
	Type of Control	<input type="checkbox"/> No Control <input type="checkbox"/> Traffic signals <input type="checkbox"/> PXO <input type="checkbox"/> Stop Signs (Traffic Stopped on one Street only) <input type="checkbox"/> All Way Stop (Traffic Stopped in all directions)		
Observations	School Signs	<input type="checkbox"/> School Crossing <input type="checkbox"/> School Warning <input type="checkbox"/> None		
	Posted Speed	<input type="checkbox"/> 40 km/hr-when flashing <input type="checkbox"/> 50 km/hr-when flashing <input type="checkbox"/> 40 km/hr no flash <input type="checkbox"/> 50 km/hr no flash <input type="checkbox"/> 60 km/hr no flash		
	Pedestrian Site Distance	<input type="checkbox"/> Poor <input type="checkbox"/> Fair <input type="checkbox"/> Good		
	Sight Obstructions	<input type="checkbox"/> Trees <input type="checkbox"/> Hedges <input type="checkbox"/> Fences <input type="checkbox"/> Bus Shelter <input type="checkbox"/> News Paper Boxes <input type="checkbox"/> None <input type="checkbox"/> Other: _____		
	Road Grade	<input type="checkbox"/> Flat <input type="checkbox"/> Incline <input type="checkbox"/> Decline		
	Road Geometrics	<input type="checkbox"/> Straight <input type="checkbox"/> Curved		
	Road Width (m)	Curb to Curb: _____ Curb to Median: _____		
	Road Conditions	<input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Ice <input type="checkbox"/> Snow covered		
	Sidewalks	<input type="checkbox"/> North <input type="checkbox"/> East <input type="checkbox"/> South <input type="checkbox"/> West <input type="checkbox"/> Not Present		
	Proximity to School(s)	School: _____ <input type="checkbox"/> In front of <input type="checkbox"/> Within _____ (m) School: _____ <input type="checkbox"/> In front of <input type="checkbox"/> Within _____ (m)		
	Route Survey	<input type="checkbox"/> Shopping Area <input type="checkbox"/> Construction <input type="checkbox"/> Driveway <input type="checkbox"/> Bus Stop <input type="checkbox"/> Parked Vehicle(s) <input type="checkbox"/> Other: _____		
	Comments	_____		

Pre-Calculated Safe Gap Times

Intersection Width		Safe Gap (seconds)
Feet	Metres	
24	7.30	11
25	7.60	11
26	7.90	11
27	8.25	12
28	8.50	12
29	9.00	12
30	9.10	13
31	9.50	13
32	9.75	13
33	10.00	13
34	10.35	14
35	10.67	14
36	11.00	14
37	11.25	15
38	11.60	15
39	11.90	15
40	12.20	15
41	12.50	16
42	12.80	16
43	13.10	16
44	13.40	17
45	13.70	17
46	14.00	17
47	14.30	17
48	14.60	18
49	15.00	18
50	15.25	18

Intersection Width		Safe Gap (seconds)
Feet	Metres	
51	15.50	19
52	15.90	19
53	16.20	19
54	16.50	19
55	16.75	20
56	17.00	20
57	17.40	20
58	17.70	21
59	18.00	21
60	18.30	21
61	18.60	21
62	18.90	22
63	19.20	22
64	19.50	22
65	19.80	23
66	20.10	23
67	20.40	23
68	20.70	23
69	21.00	24
70	21.30	24
71	21.60	24
72	22.00	25
73	22.25	25
74	22.50	25
75	22.90	25
76	23.20	26
77	23.50	26
78	23.80	26
79	24.00	27
80	24.40	27

Appendix III

* Note: school aged children only, no adults or bussed students. Circle = conflict, / = vehicle, numbers = seconds elapsed

[illegible]

Notes:



TOWN OF MILTON MEMO

TO: Mayor and Members of Council

FROM: Diana Jiona, Director of Infrastructure

DATE: April 5, 2023

SUBJECT: Update re: Council Motions
PXO Review
Right Turn and Left Turn Lane Review

This memo provides Council an overview of staff's plan to respond to Council Motions brought forward for consideration at the February 6, 2023 council meeting, regarding "Pedestrian Cross Over (PXO) Review" and "Right Turn, Left Turn Lane Review".

Pedestrian Cross Over (PXO) Review

The following outlines the steps staff will take to evaluate existing PXO's and bring forward a potential 2024 budget request to upgrade any existing PXO's that warrant an upgrade

- A comprehensive review of our existing Pedestrian Cross Overs has been completed to confirm there are 43 existing PXOs, with 7 of these currently lit with a flashing beacon;
- Of the 36 locations that are currently not lit, staff has determined, using current data available to date, that 2 of these locations meet the warrant for an upgrade (Scott Boulevard at Finney Terrace, and the Commercial Street Walkway) and will be put forward as a 2024 budget request; 3 additional low level PXO's are so far planned for 2023; (Knight Trail and Higgins Drive; Woodward Avenue and Galbraith Boulevard/Robarts Drive; and McLaughlin Avenue and Serafini Crescent);
- Of the remaining 34 locations, up to date traffic count data is available for 14 locations and those locations do not warrant an upgrade at this time;
- This leaves 20 PXO locations where 24-hour traffic count data is outdated and will need to be updated;

- It is currently anticipated that the 24 hour traffic counts for these 20 locations can start in late April (as the equipment cannot be deployed until the weather is conducive/snow is not an issue), and will take approximately 3 weeks to complete the data collection;
- Once the data is collected, staff will analyze and compare the highest 8-hour traffic volumes to the warrant threshold (4500 vehicles), to determine which locations warrant an upgrade;
- Once the analysis is complete, this will inform any related 2024 budget requests for future year PXO upgrades;
- Based on current pricing, it is anticipated that the cost to upgrade a PXO to a fully lit PXO is approximately \$15,000 per location.

School Crossing Review:

The following steps will be taken to address the motion to review all existing school crossing locations to determine which can be upgraded to a fully lit PXO and to inform an associated 2024 budget request:

- First, staff will work to complete the data collection for 10 existing crossings - this is essentially completing work that was identified in 2019 (ref report ENG-023-19), but was unable to be completed due to the impacts of the COVID-19 pandemic on school operations; this work is required to determine if the crossing guards are indeed still warranted at these locations. This requires 3 sets of data during the school year (Fall, Winter and Spring) - there have been 2 data collections completed to-date for these locations, with the Spring data anticipated for April this year; once this data is complete, it will be analysed to determine if a crossing guard is still warranted for these locations; these locations are as follows:

Location	All Way Stop	Mid-Block
Bennett Boulevard and Hutchison Avenue		X
Bennett Boulevard and Wickson Way		X
Bolingbrook Drive W/of Vickerman Way		X
Childs Drive and Clements Drive		X
Tupper Drive and Bussell Crescent		X
Wilson Avenue S/of Woodward Avenue		X
Clark Boulevard and Bennett Boulevard	X	
Laurier Avenue and Coxe Boulevard	X	
Thomas Street and Heslop Road	X	

Yates Drive and Holly Avenue	X	
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- Of these 10 locations, 6 are located at “mid block” - so if the crossing guard warrant is not met, these locations will be further analysed to see if the warrant for a PXO (low level or fully lit) is met. The remaining 4 are located at all way stops, and if the crossing guard warrant is no longer met, then a PXO would not be installed.
- It is important to note that PXO's are intended to provide a protected crossing for pedestrians at mid-block locations, designated school crossings (in the absence of a crossing guard and without other forms of control such as traffic control signals, intersection pedestrian signals, pedestrian crossover, stop or yield signs) and, roundabouts. PXO's are not intended to be used at traffic control signals, intersection pedestrian signals, stop or yield signs as these are already considered a controlled crossing. The Ontario Traffic Manual (OTM) Book 15 provides guidance for practitioners on this topic, which the Town endeavors to follow.
- To close out and report back on the work and analysis flowing from the 2019 report, it is anticipated that a report to Council will be presented in summer 2023; in terms of prioritizing locations, of those locations that would warrant a PXO, but not a crossing guard, staff will prioritize based on traffic volumes (i.e. the higher volume = higher priority);
- In addition to the 6 mid-block school crossings identified above, there are 2 other existing mid-block school crossings (with crossing guards currently warranted and in place); the details of these are as follows:

Location	Details
Savoline Boulevard and Merkley Gate - located at trail connection to Optimist Park	Traffic counts will be completed and analyzed to determine if a PXO is warranted; note - if a fully lit PXO is warranted, the recommendation would be to replace the crossing guard with a fully lit PXO;
Sauve Street at south end of Irma Coulson Public School;	Crossing location to be shifted to the south to line up with trail into the school property; this location is not considered a suitable candidate for a fully lit PXO, as this is a school crossing only (trail only goes to school, is not part of the larger trail network); however, as requested by Council, the location can be counted and analyzed to see if the warrants for a fully lit PXO are met; however as with the above-noted location, the recommendation would be to replace the crossing guard with a fully lit PXO if that is the case;

- In addition to the locations above there are currently 7 mid-block school crossings that have both a low level PXO and a crossing guard installed, as follows:

Location	Details
Yates Drive and Symons Crossing	As crossing guards AND low level PXOs are installed; these locations will be reviewed as part of the PXO review, to determine if a fully lit PXO is warranted; if a fully lit PXO is warranted, the recommendation would be to remove the school crossing guards from these locations and replace with a fully lit PXO
Woodward Avenue and Joyce Boulevard	
Scott Boulevard and Athlone Drive	
Yates Drive and Lott Crescent	
745 Farmstead Drive (pathway at Anne J McArthur Public School)	
Tupper Drive and Pathway at St Anthony of Padua Elementary School	
Scott Boulevard and Finney Terrace	

- It is important to note that the warrant for a crossing guard is quite different than the warrant for a PXO; the warrant for crossing guards (mid-block) is based on the number of safe gaps available for pedestrians to cross, whereas PXO warrants are based on both pedestrian and vehicular volumes (and are not just limited to school entry and exit times);
- As noted above, PXO's are intended to provide a protected crossing for pedestrians at mid-block locations, designated school crossings (in the absence of a crossing guard and without other forms of control such as traffic control signals, intersection pedestrian signals, pedestrian crossover, stop or yield signs) and, roundabouts. Therefore, locations where school crossing guards are currently in place at all way stops or signalized intersections will not be reviewed for PXO installation/warrant.
- At this point it is anticipated that the cost to install a fully lit PXO at a school crossing where there is not currently a PXO installed is approximately \$20,000 per location; (it should be noted that if a fully lit PXO is warranted, the intent would be that the crossing guard would be removed from this location);

It is currently anticipated that both the PXO review and the School Crossing review can be completed in time to inform a 2024 budget request for any identified updates that would be required based on data collection and subsequent analysis.

Right and Left Turn Review at Local and Regional Arterial Intersections:

To complete a comprehensive review of the arterial intersections in Town, the following steps will be taken; ultimately, at this point, it is anticipated that due to the work involved this will likely inform a 2025 budget request, with a number of steps being taken in 2023 and early 2024 to inform any such request.

- Staff has recently engaged WSP as the consulting firm to complete the 2023 update to the Town's Transportation Master Plan (TMP); as part of this TMP scope of work,

there will be an intersection level review of the arterial road network (both Town and Region arterial intersections);

- The intersection review will require input from the Town, and the Region, in terms of afternoon peak period traffic volumes at these intersections; the Town and Region both have Miovision technology installed at the majority of the signalized intersections in the Town of Milton - Miovision captures traffic volume data and this will be provided to WSP for use in their analysis; it is anticipated that by the end of April of this year, every Town of Milton signalized intersection will have Miovision equipment installed;
- In addition to traffic volume data, Town staff will provide signal timing and phasing plans to WSP for all signalized intersections;
- The volume data and signalized intersection plans will be used by WSP to build a Synchro model to analyze the operations of the signalized intersections, and subsequently identify any recommendations for operational and safety improvements, including any identified turning lane requirements. Ultimately, these recommendations would form part of a proposed capital program for staff and subsequent Council consideration, which will be evaluated for risk and feasibility, as well as a cost/benefit analysis (i.e. in some cases, depending on the character of the area, existing land use, active transportation needs; it may not be desirable or feasible to modify the intersection);
- Concurrently, while the TMP work is underway, staff will review existing property available at the arterial intersections, to determine if existing property may be sufficient to accommodate any geometric improvements at the intersections or if additional property is required (or, in some cases, if it is even feasible to acquire property - pending the location of existing buildings/structures in relation to the intersection); property acquisition costs are anticipated to be significant, and may be a deciding factor in which intersections to pursue for retrofit;
- Town staff will also engage with Region of Halton public works staff on this review; the Region of Halton will also form part of the TMP Technical Advisory Committee;
- To note - the Town's Engineering and Parks Standards manual currently identifies property requirements at arterial intersections, in order to accommodate dedicated turn lanes; ultimately, the length of these turn lanes is dictated by the Transportation Impact Study (TIS) work completed in support of any development application (the intent of the standard is to be able to secure property from the applicant of a development application, if that development application is located at an intersection); standard E-14 is attached for reference. The Engineering and Parks Standards Manual is currently undergoing an update, and it is anticipated that the TMP work may also result in updates or additions the Town's standard drawings, in terms of right of way elements;
- Town staff will also review the exiting terms of reference for TIS's (currently available on the Town's website and provided to all development applications as part of the pre-consultation process) to ensure that for new development applications, an appropriate "radius" of impact is being considered, in terms of roadway improvements required by the additional traffic generated by the development subject to the application and TIS;

- Although not isolated to arterial intersections, the TMP work will also update the Active Transportation (AT) Strategy put forth as part of the 2018 TMP, to identify any recommended changes to the Town's current strategy, and also to identify any potential capital projects in terms of the Town's AT network;
- Ultimately, the TMP work is currently scheduled to be finalized in Q1 2024, which will align well with any associated 2025 capital budget requests.

While there will likely be instances where dedicated turn lanes are warranted and can be implemented, it is important to keep in mind that dedicated turn lanes are not always the answer and will not always be feasible. There are challenges in terms of balancing different modes of transportation on our roadways, and this can especially be challenging in retrofit situations (as noted above, in terms of existing land use, location of existing buildings, and the need to accommodate active transportation as well as conventional vehicular transportation).

In addition to vehicular turning lanes, cyclist turning lanes have also been requested to be evaluated. Staff plan to carry out the following steps to address this request:

- Staff has already identified a location at Thompson Road and Louis St. Laurent Avenue that is a candidate for "cross rides" - essentially this is additional pavement marking at the signalized intersection to accommodate a specific area for cyclists to safely navigate the intersection; this location will be painted with cross rides in 2023, as part of the 2023 pavement marking program; an example of what a cross ride generally looks like is attached for reference.
- Staff will review other arterial intersections to determine if the space and current configuration is sufficient to implement cross rides at these locations as well, and if so these locations would be considered as part of the future pavement marking budget request - it is anticipated that this request will form part of the 2024 budget ask at this point;
- Intersections that would warrant further review would be Louis St. Laurent Avenue and Savoline Boulevard (N/S and E/W), Louis St. Laurent Avenue and Bronte Street South (N/S and E/W), Louis St. Laurent Avenue and Leger Way (E/W), Louis St. Laurent Avenue and Farmstead Drive (N/S and E/W), Louis St. Laurent and Ferguson Drive (N/S and E/W), Main St. W. and Scott Boulevard (N/S and E/W) and Main St. W. and Savoline Boulevard (N/S and E/W);
- Staff will complete a municipal scan of the other local municipalities in Halton and surrounding municipalities, as well as current Ontario Traffic Manual (OTM) Guidelines to determine if there are other options to assist cyclists in navigating arterial intersections. It is anticipated that as part of the AT Strategy update work being completed as part of the TMP, this will also be identified/confirmed;
- It should be acknowledged that there has been a recent trend in separating cyclist facilities from the paved portion of the right of way, so this will also be considered in the updated AT Strategy - whether the recommended policy is to continue to accommodate cyclists with on street bike lanes, or if a shift to solely in boulevard AT facilities is recommended; ultimately, this will likely depend on the surrounding land use and road classification;

- Finally, staff has already identified a “bike box” option that will be explored - this was also identified as a potential active transportation initiative as part of the 2018 TMP (Appendix A - Active Transportation Strategy; however due to resource constraints, these have not yet been implemented or explored further). Essentially, this provides a safe space for cyclists to wait while navigating left turns at signalized intersections; staff will review existing Town arterial intersections to determine if there are any existing configurations that could accommodate a bike box, and that are suitably located (i.e. have known cyclist activity), and if so, will plan to request this as a pilot as part of the 2024 budget.
- Due to staffing and resource constrictions, a request for an Active Transportation Coordinator was made to implement the recommendations of the 2018 TMP AT Strategy, but was not supported in previous budget asks; while the above pavement marking considerations (cross rides and potential bike boxes) can likely be addressed to some degree with the existing staff complement, it is anticipated that in order to fully implement recommendations out of the 2023 TMP, that additional staff will be required - if this is determined, this will be considered as part of a 2025 budget request, once the 2023 TMP update and associated AT Strategy update has been completed.

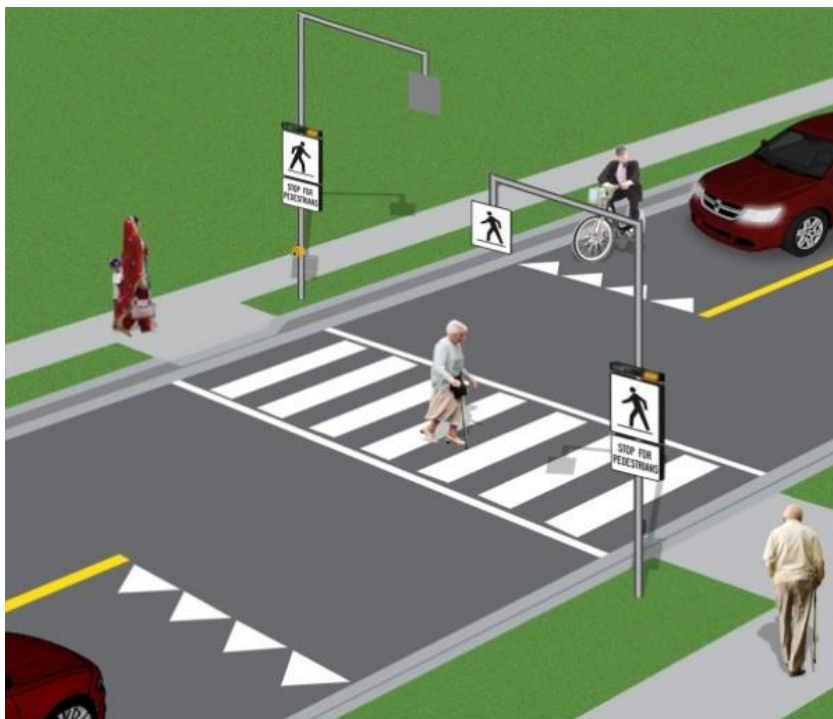
As noted above, the intent of this memo is provide an update in terms of the staff plan to address the Council motions presented for consideration at the February 6, 2023 Council meeting. As staff continue to work through these steps, an additional memo update to Council will be provided, ahead of any 2024 capital budget asks related to these motions.

Thank you, and if any questions at this time, please let me know.

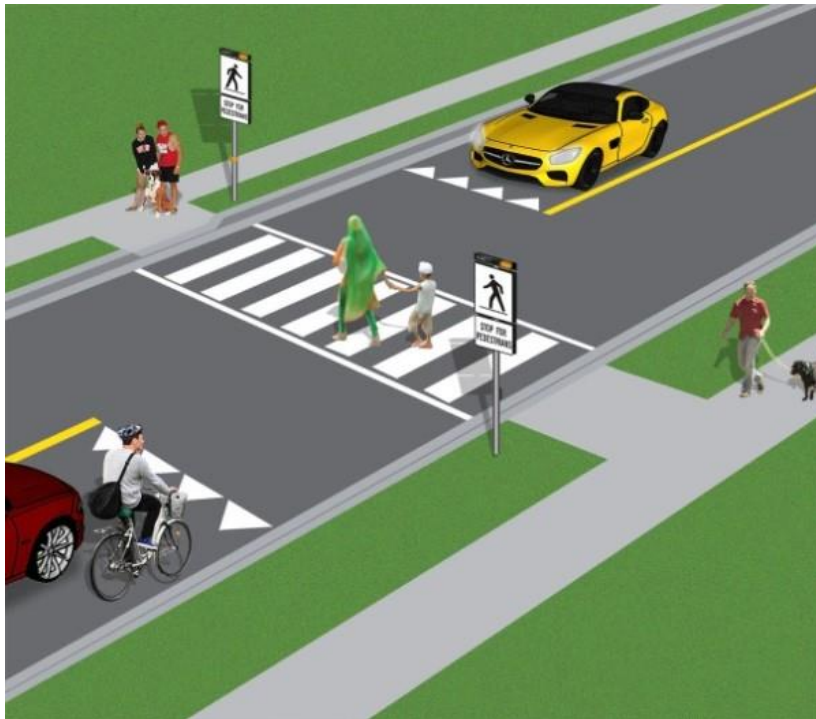
Level 1 Type A



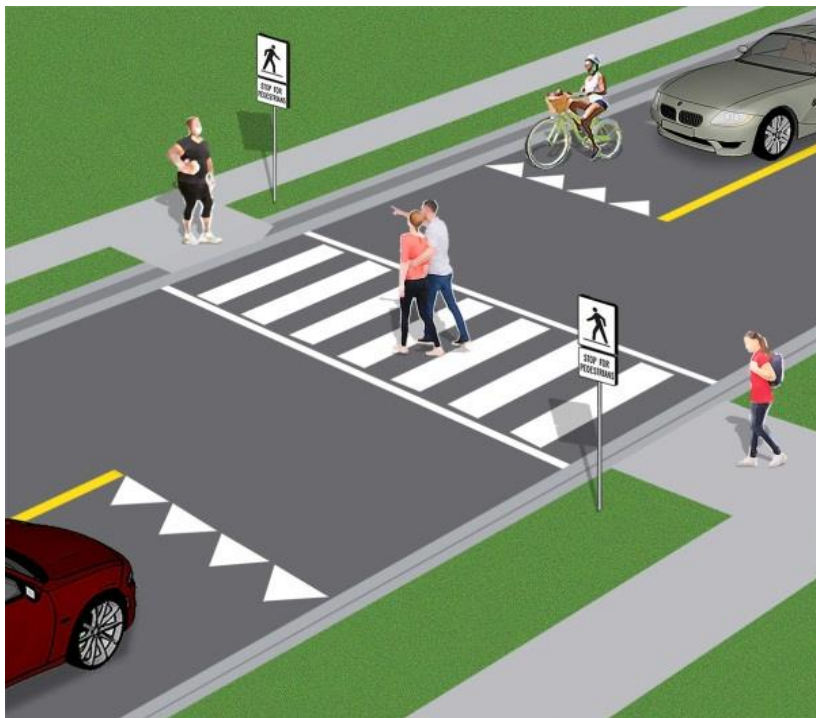
Level 2 Type B



Level 2 Type C



Level 2 Type D



PXO's Level D to Possible Upgrade and 2023 Installations						
Location Counted	Classification	Updated Volumes	4 Hours	8 Hour	Level Type	Threshold to upgrade
Asleton Boulevard and Union Gas Trail	Collector	2023	324	573	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Bennett Boulevard and Union Gas Trail	Collector	2022	839	1,479	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Bennett Boulevard and Hepburn Road (Install 2023)	Collector	2022	938	1,623	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Chretien Street and Pathway	Local	2022	294	550	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Commercial Street Walkway south of Parkway Drive	Collector	2022	3,024	5,558	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Clark Boulevard and Bristol Trail	Collector	2023	1,502	2,648	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Clark Boulevard and Watson Terrace	Collector	2023	1,456	2,398	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Costigan Road and Pettit Trail	Collector	2023	603	1,020	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Coxe Boulevard and EW Foster Elementary School	Collector	2022	894	1,640	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Denyes Way and Trail Path/McMullen Crescent	Local	2023	648	1,094	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Dixon Drive and Cobban Road	Collector	2023	385	604	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Dixon Drive and Hatton Crossing (Install 2023)	Collector	2023	568	824	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Ellis Crescent and Livingston Road	Local	2023	462	781	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Farmstead Drive and Trail Path (Near 745 Farmstead Drive)	Collector	2022	1,339	3,000	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Ferguson Drive and Hearst Boulevard	Collector	2022	642	1,156	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Knight Trail and Higgins Drive (Install 2023)	Local	2022	196	326	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Ferguson Drive and Union Gas Trail	Collector	2023	882	1,409	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Fourth Line and Hearst Boulevard	Collector	2022	755	1,361	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Charlton Way and Van Allen Gate	Local	2023	133	247	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Hearst Boulevard and Winter Crescent	Local	2023	171	208	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Laurier Avenue and Laurier Park	Collector	2023	2,332	4,127	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Laurier Avenue and Sam Sherratt Trail	Collector	2023	2,875	5,149	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Leger Way and Hinton Terrace	Collector	2022	1,055	1,677	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Leiterman Drive and Dice Way	Collector	2022	780	1,365	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Leiterman Drive and Tock Close	Collector	2022	780	1,365	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Mary Street and 150 Mary Street (Town Hall)	Collector	2022	400	795	Type D	2,370 (4 Hours) 4,500 (8 Hours)
McCuag Drive and Halm Road	Collector	2023	1,159	2,089	Type D	2,370 (4 Hours) 4,500 (8 Hours)
McLaughlin Avenue and Serafini Crescent (Install 2023)	Collector	2022	699	1,400	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Meighen Way and Mara Circle	Local	2023	431	766	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Pringle Avenue and Trail Pathway	Collector	2022	1,010	1,685	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Philbrook Drive and Cousens Terrace	Collector	2023	657	1,077	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Savoline Boulevard and Union Gas Trail	Collector	2023	1,706	2,982	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Scott Boulevard and Athlone Drive	Collector	2023	1,937	3,594	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Scott Boulevard and Finney Terrace	Collector	2022	2,231	3,884	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Scott Boulevard and Gleave Terrace	Collector	2023	1,567	2,933	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Sinclair Boulevard and Hampshire Way	Collector	2022	528	992	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Tupper Drive and Bussel Crescent	Collector	2022	583	941	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Woodward Avenue and Joyce Boulevard	Collector	2023	1,425	2,539	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Woodward Avenue and Galbraith Boulevard/ Robarts Drive (Install 2023)	Collector	2022	519	747	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Whitlock Avenue and Walnut Landing (Install 2023)	Collector	2023	521	967	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Yates Drive and Symons Crossing	Collector	2023	1,414	2,439	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Yates Drive and Livock Trail	Collector	2022	605	1,169	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Yates Drive and Union Gas Trail	Collector	2023	1,556	2,624	Type D	2,370 (4 Hours) 4,500 (8 Hours)
Locations that won't be upgraded						
Kovichuk Boulevard and Violet Gate	Collector	N/A			Type C	
Bronte Street and Elsie MacGill Secondary School	Arterial	N/A			Type C	
Maple Avenue and Book Drive	Collector	N/A			Type C	
Bronte Street and John Street	Arterial	N/A			Type B	
Main Street East and Prince Street	Arterial	N/A			Type B	
Main Street East and Hugh Lane Walkway	Arterial	N/A			Type B	
Maple Avenue and Woodward Avenue	Collector	N/A			Type B	
Martin Street and Mill Street	Arterial	N/A			Type B	

****Warranted or close to upgrade****

Location	Warranted for PXO upgrade?	AADT		Threshold to upgrade
		4 Hours	8 Hours	
Savoline Boulevard and Merkley Gate (school crossing location)	Install Level 2 Type D with existing School Crossing Guard (2023)	1,411	2,489	2,370 (4 Hours) 4,500 (8 Hours)
Sauve Street at south end of Irma Coulson (school crossing location)	Install Level 2 Type D with existing School Crossing Guard (2023)	791	1,318	2,370 (4 Hours) 4,500 (8 Hours)
Yates Drive and Symons Crossing	Stay as Level 2 Type D	1,414	2,439	2,370 (4 Hours) 4,500 (8 Hours)
Woodward Avenue and Joyce Boulevard	Stay as Level 2 Type D	1,425	2,539	2,370 (4 Hours) 4,500 (8 Hours)
Scott Boulevard and Athlone Drive	Stay as Level 2 Type D	1,937	3,594	2,370 (4 Hours) 4,500 (8 Hours)
Yates Drive and Lott Crescent	Stay as Level 2 Type D	1,556	2,624	2,370 (4 Hours) 4,500 (8 Hours)
745 Farmstead Drive (pathway at Anne J McArthur Public School)	Stay as Level 2 Type D	1,339	3,000	2,370 (4 Hours) 4,500 (8 Hours)
Tupper Drive and Pathway at St Anthony of Padua Elementary School	Stay as Level 2 Type D	583	941	2,370 (4 Hours) 4,500 (8 Hours)
Scott Boulevard and Finney Terrace	Warranted for Level 2 Type C and removal of School Crossing Guard (2024)	2,231	3,884	2,370 (4 Hours) 4,500 (8 Hours)



The Corporation of the Town of Milton

Report To: Council

From: Meaghen Reid, Director, Legislative & Legal Services/Town Clerk

Date: July 17, 2023

Report No: CORS-040-23

Subject: Wildlife Services

Recommendation: **THAT the Town continue to partner with the Town's current wildlife service provider and approve a single source award to Omega Canine Control in the estimated amount of \$63,876 (excluding HST) to provide wildlife response services on public (Town) property for a one year period from August 1, 2023 to July 31, 2024, with an option to renew for a second year;**

AND THAT Council approve a service level increase and enhance customer service by expanding the wildlife response program to include requests for service on private property, in addition to the current public property response;

AND THAT a new user fee of \$240, before taxes, be introduced to recover the cost of responding to wildlife requests on private property and included within the Town's User Fee By-law, also on tonight's agenda;

AND THAT Council confirms the service standards for Animal Services, as outlined in this report;

AND THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract, as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's support to continue to partner with the Town's current wildlife service provider, Omega Canine Control for response to wildlife in distress on public (Town) property and to expand the program to include response to wildlife on private property.



REPORT

Background

The Fish and Wildlife Conservation Act, 1997 provides a municipality with the authority to respond to wildlife concerns while providing a framework for wildlife conservation throughout the province. The Act requires that such response may result in the animal being released, relocated or provided appropriate rehabilitation and/or care. Wildlife response ranges from small to large animals throughout the community and may include, but is not limited to: coyotes, rabbits, skunks, foxes, squirrels, deer, possums, and birds.

Since 2014, the Town's Animal Services program has provided support for domestic animal requests for service while enforcing the Town's Animal Control By-law. The Town's Animal Services Officers are specifically trained to provide direct assistance to Milton pet owners and their domestic animals. Animal Services Officers work to pick up animals running at large, as well as sick or injured domestic animals while promoting responsible pet ownership through the Town's licensing program. Domestic animal services are offered Monday through Friday during the hours of 7:00 a.m. and 11:00 p.m. and on-call, after hours support is provided after 11:00 pm, during weekends and on statutory holidays.____

Over the years, the Town has not had the ability or infrastructure to house, humanely rehabilitate wildlife or provide the professional services required for wildlife in distress. Since 2014, the Oakville Milton Humane Society (OMHS) had provided support to Milton for the humane treatment of sick and insured wildlife without funding from the Town. In 2021, the OMHS communicated that it had experienced increased costs to provide this service in Milton and that OMHS could no longer continue to operate the program without the Town contributing to the cost. On March 21, 2022, Council approved [Staff Report CORS-019-22](#) authorizing staff to enter into negotiations with the OMHS with respect to establishing a contract for the provision of wildlife response services. Town staff had engaged in discussions with OMHS staff in May and June 2022 to prepare a contract and a follow-up staff report for Council consideration. However, the Town and OMHS were unable to reach a mutual agreement on the service costs and, as a result, OMHS advised the Town of July 7, 2022 that they would withdraw wildlife response services to the Town of Milton on July 31, 2022. OMHS has continued to provide services to residents related to animal surrendering for a fee.

Due to the change in service, Town staff entered into a short-term agreement with Omega Canine Control to provide wildlife response services on public property on a per-call basis. Currently, calls about wildlife in distress on public property are being received by the Town's Municipal Law Enforcement Unit and after hours call center and dispatched to Omega Canine Control.



Background

While the Town currently provides wildlife response to requests for service on public property, services for private property are not currently being provided. Although there are companies within the private sector that provide wildlife removal services on private property for nuisance matters, Town staff recognize that there are certain instances that may arise that could require the Town to respond on private property. As such, staff have prepared this report for Council consideration.

Discussion

Since July 2022, when the Town began providing wildlife services through a third-party contractor, Town staff have received valuable feedback from residents related to the Town's wildlife program. Through this feedback, staff have identified that there may be a gap in service delivery related to private property. As noted above, the Town's contractor responds to requests for service on public property only in accordance with the existing agreement and with the established service levels by the Town. This has left residents with the only option of using private sectors companies to response to wildlife issues on private property.

While private sector companies provide wildlife removal and assistance services, they may not necessarily provide response to calls about wildlife in distress and only response to nuisance matters. The division between Town response on private property and public property could be creating confusion and a gap in service provision to residents for wildlife service requests.

Recommended Approach

Given the specialized response to wildlife calls that is required, the Town's Municipal Law Enforcement Unit reviewed alternate service options to expand the current program in order to provide humane, affordable, and efficient wildlife services throughout the community. This would include both public and private property.

Staff are recommending that the Town continue the existing contact with the current wildlife service provider to attend to requests for services related to wildlife in distress on public property. In addition, staff are recommending that the existing Animal Services Officers be authorized to attend to wildlife in distress and wildlife assistance requests for service on private property, for a recoverable fee. This would also require partnership with a local veterinarian clinic to assist with care that may be required.

This recommended service delivery approach and enhanced customer service would result in full response service for all wildlife requests with the introduction of cost recovery measures for service requests on private property.

Discussion

There would be no change to the domestic animal services program or the Town's Animal Control By-law at this time.

Program Cost Recovery

Introduction of user fees for responding to requests for service on private property would allow the Town to recover the cost of service provision at a rate that is comparable to industry rates.

It is common in municipalities throughout the GTHA that municipal animal services programs offer support to private property wildlife requests for service and many of the comparators surveyed have a recoverable fee associated with this response.

A user fee analysis has been conducted and a proposed rate of \$240, excluding HST, is recommended effective July 18, 2023 to recover the cost of wildlife response on private property.

Resource and Expense Considerations

It is recommended that existing services on public property continue to be provided by the Town's existing third-party contractor with the increase to wildlife service standards on private property be undertaken by existing, internal Animal Services staff. The existing Animal Services Officer complement (2 full time Officers) would provide response to wildlife service requests for to distressed or deceased wildlife and wildlife assistance on private property in addition to their current work responsibilities. A job evaluation and compensation review has been conducted for the enhancement of this role to now include specialized skills and duties related to wildlife response.

Should the recommended service delivery option be approved, there would be an additional \$9,000 annually (estimated based on a bi-weekly pick up but the frequency may be less based on call volume) for care and disposal costs.

Milton's Animal Services Program Service Standards

With the introduction of wildlife response on private property by Milton's Animal Services Officers, the Town will provide a fulsome and comprehensive response program for domestic and wildlife requests for service on both public and private property.

The Town's Animal Services program will include:

- Investigating animal related by-law infractions
- Patrolling the community for animals off leash in open spaces (parks)
- Responding to requests for pick up of stray domestic animals



The Corporation of the Town of Milton

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CORS-040-23
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Discussion

- Reuniting lost pets with their owners
- Promoting responsible pet ownership through licensing
- Responding to injured domestic animals and wildlife in distress
- Responding to deceased wildlife on private and public property.
- Services offered Monday through Friday during the hours of 7:00 a.m. and 11:00 p.m. with on-call, after hours support provided after 11:00 p.m., during weekends and on statutory holidays.

Financial Impact

The 2023 budget includes an annual budget of \$65,000 for the provision of wildlife services on public property. It is expected that the costs associated with the proposed contract outlined in this report can be managed within the approved budget.

It is expected that the new service of responding to wildlife requests on private property can be undertaken with existing Town staff. There will be a budget impact to the Town of approximately \$24,000 associated with upgrading the existing Animal Services Officer positions as well as an additional \$9,000 for wildlife care and disposal costs. User fees have been structured to provide for full cost recovery of the service. The additional costs and revenues associated with this service will be included in future operating budgets.

Respectfully submitted,

Troy McHarg
Commissioner, Corporate Services

For questions, please contact: Mary Beth Mitchell, Manager of
Licensing and Enforcement Phone: Ext. 2133

Attachments

n/a

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer



Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: July 17, 2023

Report No: CORS-034-23

Subject: Operating Budget Review - May 2023

Recommendation: **THAT the operating report for the five months ending May 2023 along with a projected year end deficit of \$1,300,952 be received for information.**

EXECUTIVE SUMMARY

This report provides a detailed review and update of the operating budget through May 2023 with the following information of note:

- Current forecasting suggests that the operating fund will be in a deficit of \$1,300,952 for year end, primarily related to a shift in the timing of planning applications and the Town's winter maintenance activities.
- Gross investment income is expected to be \$2.5 million greater than budget due to higher than budgeted portfolio balances combined with increasing interest rates.
- Reserve balances are expected to be \$9.5 million higher than anticipated, largely due timing of capital projects, higher than anticipated dividends from Milton Hydro and additional investment income.

The financial position of the Town will continue to change throughout the balance of the year due to factors such as weather conditions, utility and fuel usage and rates, and position vacancies.

REPORT

Background

Corporate Policy No. 113: Financial Management - Budget Management identifies that a comprehensive review of the Town's operating budget will be undertaken in association with its May 31 balances. Corporate Policy No. 116: Financial Management - Treasury as well as Ontario Regulation 438/97 require that reporting to Council on the investment portfolio must be done at least annually. This report is to satisfy the requirements as set out in those policies.

REPORT

Background

The revenue and expenditures that are shown in the financial statements within Appendix 1 are presented on a cash basis, and therefore exclude accruals.

Discussion

Operating Budget Monitoring for the period ending May 31, 2023

The following table reflects forecasted variance to the 2023 budget by department based on expectations for program delivery for the remainder of the year.

Department	2023 Approved Budget \$	2023 Forecast \$	Over/(Under) Budget \$
Mayor & Council	643,301	655,946	12,645
Executive Services	1,558,658	1,558,419	(239)
Corporate Services	12,782,738	12,535,344	(247,394)
General Government	(64,469,399)	(64,256,749)	212,650
Community Services	47,145,210	47,380,131	234,921
Development Services	2,339,493	3,329,344	989,851
Library		82,764	82,764
Hospital Expansion			
BIA		15,754	15,754
Total Town of Milton		\$1,300,952	\$1,300,952

Note 1 Figures include rounding and may result in minor variances to the Attached Financial Schedules

Staff are currently forecasting a deficit to budget of \$1,300,952 for 2023.

A shortfall of \$1,263,894 is projected in planning application revenues, which is partially due to a market slowdown but also the recent enactment of the new Planning Act legislation Bill 109: More Homes for Everyone Act 2022. The new legislation has had an effect on the timing of applications submitted. In light of legislative changes, applications for Official Plan Amendments, Zoning By-law Amendments and Site Plan Control now require the completion of a Pre-Application Process before a formal Planning Act application is submitted. As a result, the technical review process is now essentially occurring prior to the submission of a complete application and associated fees which has resulted in a delay of revenues received. Furthermore, 3.2 million square feet of growth originally anticipated in 2024 has now been shifted to 2025 which has also led to a shift in the anticipated timing of the associated site plans.

Although not impacting the bottom line, a decrease in projected building permit applications and associated reduced revenue in the amount of \$5.4 million is being forecast. This is largely driven by a shift in the timing of anticipated residential units for 2023. As fluctuations in building permit activity are managed with the use of reserve

Discussion

funding, the shift in timing of these applications will result in an expected offsetting contribution from the Building Stabilization Reserve in 2023 with no net impact to the Town's operating fund balance.

A further \$357,079 unfavourable variance is expected related to winter maintenance associated with numerous winter thaw/freeze events.

Historical experience suggests that while the shortfalls become evident early in the year, areas of potential savings become more apparent as the year progresses and may include additional savings from staff vacancies and in administration costs. As a result, a \$500,000 provision has been reflected in the projected year-end position for 2023 with the expectation that yet-to-be identified savings or revenues will reduce the deficit otherwise being reported.

It is important to note that the growth related timing differences referenced above in the areas of Planning and Building will also impact the upcoming 2024 budget and forecast. Delays in growth can result in a shift in the required timing of certain capital projects and associated operating costs, and also affect the timing of property tax assessment growth revenues. The impact will be further analyzed through the budget development process and an updated operating forecast for 2024/2025 will be presented through the Budget Call Report scheduled to be presented to Council in September.

Detailed commentary on variances by department can be found in Appendix 2.

Balance Sheet Monitoring as at May 31, 2023

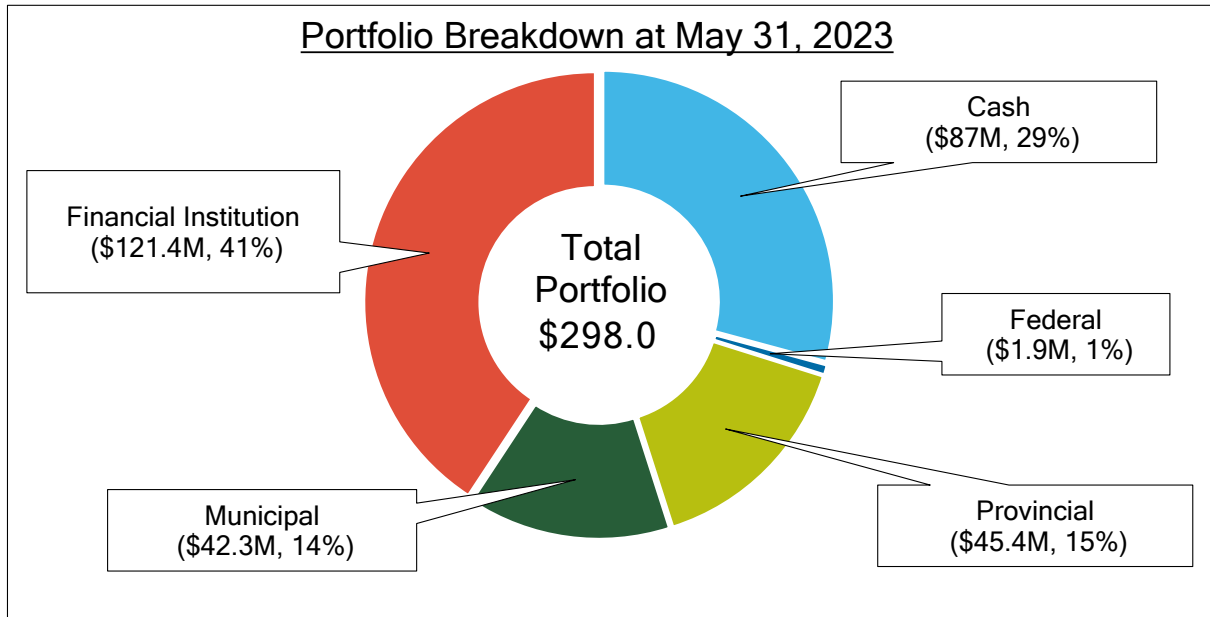
Investments and Cash Management

Economic Update

In January 2023 the Bank of Canada (BOC) raised the overnight rate by an additional 25 basis points to 4.50% followed by an additional 25 basis points increase in June as the economy was stronger than expected in the first quarter of 2023. Although inflation has declined compared to a year ago, it still remains at elevated levels based on the tighter job market and strong demand for goods and services. The BOC continues to monitor and evaluate monetary policy to help alleviate inflation levels while maintaining its commitment to restoring price stability. Current projections by the major Canadian banks have inflation returning to the BOCs 2% inflation levels by the end of 2024 however further monetary action by the BOC may be required. Staff will continue to monitor market conditions for the purposes of making medium and longer term investments as opportunities become available while managing maturities to expected cash outflows and ensuring the appropriate diversification is maintained.

Portfolio Summary / Cash and Investment Positions

A summary of the overall portfolio as of May 31, 2023 is shown in the chart below and a detailed comparison of the limitations on holdings, as set out in Financial Management - Treasury Policy No. 116, is included in Appendix 3. All securities held in the first five months of 2023 satisfied the Town's credit rating requirements.



The Town is currently carrying almost 30% its portfolio balance in cash due to upcoming capital project expenditures and timing of tax collections and payments. As market opportunities arise the Town continues to invest to take advantage of the recent increase in rates, compared to recent years, as illustrated in Appendix 4. Through report CORS-024-22, Council approved an expansion to the list of eligible investments for the Town that would allow for exposure to the equity market through the ONE equity fund. At this time, no investments have been made in that fund and it is expected that when the introduction of that investment product does occur, it will be undertaken on a phased basis.

2023 Investment Income Forecast

Due to market conditions and a higher than expected portfolio balance, current projections show the gross investment income forecast will be approximately \$10.4 million which is \$2.5 million higher than what was incorporated into the 2023 budget. The additional investment income will have no impact on the operating budget in 2023 as it will be allocated to reserves at year end in accordance with the Town's Treasury Policy. Changing market conditions may create forecast adjustments throughout the year.

Property Tax Collection

The Town of Milton collects property taxes for the Town, Region of Halton and the Halton Boards of Education as legislated under the Municipal Act, 2001. The following table provides an update on the Town's current year tax collection up to the end of May 2023. As shown, the 2023 collection rate to date is generally aligned with the Town's historical rate as we approach the third regular installment date in late June.

Tax Year	Total Billable Properties	Properties with Arrears as of Jun 7	Final Tax Levy ¹	Current Year Collections (as of June 7) ¹	Current Year Past Due ¹	Current Year % Paid
2023	42,788	4,563	\$244,413,915	\$109,972,208	\$6,508,690	45.0%
2022	41,825	4,283	\$229,583,318	\$107,111,969	\$4,946,683	46.7%
2021	40,589	4,068	\$219,102,350	\$103,299,797	\$4,692,643	47.1%

¹ Includes Town, Region and Educational shares

Debenture Obligations

As of May 31, 2023 the Town has an estimated \$43.3 million in total debt outstanding, reflecting \$3.6 million in debenture repayments that have occurred to date. For the remainder of the year the Town will have \$2.0 million in debenture principal payments resulting in \$41.3 million in outstanding debt at the end of 2023. In addition to the debenture obligations outlined below, \$15.3 million of debt that has been previously approved by Council remains yet to be issued. Based on the status of projects with unissued debt as a funding source, cash position and market conditions, it is expected that no additional debt will be issued by the Town during 2023.

Existing Debenture Obligation (\$000)	Debt at Dec 31, 2022	Principal Payments to May 31	Debt at May 31, 2023	2023 Principal Payments Outstanding	Forecast Dec 31, 2023
Tax Supported	\$26,047	\$(1,810)	\$24,237	\$(2,006)	\$22,231
Capital Provision (Hospital)	8,048	(1,533)	6,515	0	6,515
Hospital Expansion (see below)	12,881	(303)	12,578	0	12,578
Total	\$46,976	\$(3,646)	\$43,330	\$(2,006)	\$41,324

The Hospital sinking fund debenture is held and managed by the Region of Halton, for the purposes of retiring the debt at maturity. The annual \$302,726 sinking fund contribution and the interest income to be earned on the investments of the sinking fund over 30 years were projected at the outset to fully cover the principal payment due at maturity. The balance at December 31, 2023 as shown will be further reduced by the interest earned to date on the fund which will be reported by the Region to the Town for year end.

Reserves and Reserve Funds

Reserves and reserve funds are an important element of the Town's long-term financial plan. They allow the Town to set aside funds for a future purpose and fulfil a critical financial need for the municipality. They make provisions for the replacement and

Discussion

rehabilitation of existing Town assets, provide a contingency for one-time and unforeseeable events, and provide flexibility to manage debt levels and protect the Town's financial position.

The anticipated reserve and reserve fund balances for 2023 are outlined in the table below. Balances by individual reserve and reserve funds are shown in Appendix 5.

Reserves and Reserve Funds (\$000)	As at Dec 31, 2022	As at May 31, 2023	Forecasted Dec 31, 2023	Surplus/ (Deficit) to Budget
Stabilization	\$24,319	\$23,730	\$22,454	\$(4,330)
Corporate Use	13,413	13,874	14,219	(1,170)
Infrastructure Non Growth	79,964	74,705	83,724	9,485
Infrastructure Growth	60,856	67,482	96,009	6,681
Program Specific	17,583	16,436	17,073	(1,314)
Board, Committee & Other	2,657	3,748	2,162	124
Total	\$198,791	\$199,974	\$235,641	\$9,475

The forecasted 2023 balance includes projected 2023 activity as identified in the 2023 budget along with any forecasted adjustments that have been identified in 2023. Following is commentary on forecasted 2023 year end reserve balances that are expected to be significantly different than budget:

Stabilization Reserves & Reserve Funds

The Stabilization reserves are expected to be unfavourable to budget due to an unanticipated shift in timing of building permit activity which would result in the Building Stabilization Reserve balance being \$3.9 million lower than budget. The remainder of the expected deficit relates to year end transfers that occurred in 2022 (staff report CORS-010-23).

Corporate Use Reserves

The Corporate Use reserves are expected to be unfavourable to budget at the end of 2023 due to the timing of development activity resulting in lower than anticipated revenue transferred to the Per Unit Development Processing Fee reserve. A portion of the unfavourable variance is offset by the allocation of the 2022 year end surplus to the WSIB reserve (staff report CORS-010-23).

Infrastructure Non Growth

The Infrastructure Non Growth reserves are projecting a surplus to budget due to \$4.2 million in additional dividend income from Milton Hydro Holdings and \$1.9 million in additional investment income. The remainder of the expected surplus relates to favourable year end variances that occurred in 2022 (staff report CORS-010-23).



Discussion

Infrastructure Growth

The Infrastructure Growth reserves are forecasting a surplus primarily due to a shift in timing of spending on capital projects budgeted to be funded from the Post Period Capacity reserve fund. Furthermore, the beginning balance of the Payment-in-Lieu of Land Conveyance Parkland reserve was higher than expected due to additional funds received in 2022. A portion of the projected surplus is offset by a lower than anticipated balance in the Capital Provision reserve due to the timing of development activity.

While Development Charge (DC) Reserves are currently projecting to be in line with budget, shifts in timing of capital expenditures and revenue collections could change as the year progresses.

Program Specific

The Program Specific reserves are forecasting an unfavourable variance due to advancing funding from the capital forecast as outlined in report ES-003-23.

Financial Impact

The May 2023 variance review process suggests that the operating fund may be in a deficit position of \$1.3 million for 2023 related largely to a shift in timing of planning and building related activity. The financial position of the Town will continue to change throughout the balance of the year and may be impacted by factors including weather related activity, utility and fuel usage and rates, tax write-offs, the pace of growth and staff vacancies, among other items.

The results of the May variance review process, as well as the on-going monitoring of the Town's financial position, will be used to inform the preparation of the Town's 2024 Budget.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Jennifer Kloet, CPA, CA

905-878-7252 x 2216



Attachments

Appendix 1 – May 2023 Operating Financial Statements

Appendix 2 – May 2023 Operating Variance Commentary by Department

Appendix 3 – Investment Portfolio Holdings and Limitations

Appendix 4 – Interest Rates and Bond Yields

Appendix 5 – Reserve and Reserve Fund Continuity Schedule

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

**TOWN OF MILTON - SUMMARY
OPERATING FINANCIAL STATEMENT
May 2023**

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
MAYOR AND COUNCIL	300,395	310,314	643,301	12,645	655,946	(345,632)	47%
EXECUTIVE SERVICES	453,762	568,216	1,558,658	(239)	1,558,419	(990,203)	36%
CORPORATE SERVICES	2,246,713	4,623,965	12,782,738	(247,394)	12,535,344	(7,911,379)	37%
GENERAL GOVERNMENT	(55,902,304)	(66,111,836)	(64,469,399)	212,650	(64,256,749)	(1,855,087)	103%
COMMUNITY SERVICES	19,859,956	21,009,764	47,145,210	234,921	47,380,131	(26,370,367)	44%
DEVELOPMENT SERVICES	952,192	1,019,543	2,339,493	989,851	3,329,344	(2,309,801)	31%
LIBRARY	(2,848,685)	(3,083,687)		82,764	82,764	(3,166,451)	
HOSPITAL EXPANSION	(538,541)	(509,440)				(509,440)	
BIA	(246,975)	(201,005)		15,754	15,754	(216,759)	
Total TOWN OF MILTON	(35,723,487)	(42,374,166)		1,300,952	1,300,952	(43,675,118)	

Note: Figures include rounding and may result in minor differences to the departmental financial statements.

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
May 2023

MAYOR AND COUNCIL

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
MAYOR AND COUNCIL							
MAYOR AND COUNCIL							
EXPENDITURES							
Salaries and Benefits	251,753	267,723	564,329		564,329	296,606	47%
Administrative	45,925	37,626	60,745		60,745	23,119	62%
Financial			5,000		5,000	5,000	
Purchased Goods	664	392	770		770	378	51%
Purchased Services	6,582	4,574	30,426	(325)	30,101	25,527	15%
Total EXPENDITURES	304,924	310,315	661,270	(325)	660,945	350,630	47%
REVENUE							
Financing Revenue			(5,000)		(5,000)	(5,000)	
Recoveries and Donations	(4,528)		(12,970)	12,970			
Total REVENUE	(4,528)		(17,970)	12,970	(5,000)	(5,000)	
Total MAYOR AND COUNCIL	300,396	310,315	643,300	12,645	655,945	345,630	47%
Total MAYOR AND COUNCIL	300,396	310,315	643,300	12,645	655,945	345,630	47%
Total MAYOR AND COUNCIL	300,396	310,315	643,300	12,645	655,945	345,630	47%

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
May 2023

EXECUTIVE SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
EXECUTIVE SERVICES							
OFFICE OF THE CAO							
EXPENDITURES							
Salaries and Benefits	207,349	248,082	587,971		587,971	339,889	42%
Administrative	6,298	7,522	20,056		20,056	12,534	38%
Purchased Goods	6,777	6,593	5,507		5,507	(1,086)	120%
Purchased Services	5,923	7,026	49,528	(34)	49,494	42,468	14%
Total EXPENDITURES	226,347	269,223	663,062	(34)	663,028	393,805	41%
REVENUE							
Financing Revenue	(16,159)	(16,429)	(16,429)		(16,429)		100%
User Fees and Service Charges	(218)	(643)	(3,000)		(3,000)	(2,357)	21%
Total REVENUE	(16,377)	(17,072)	(19,429)		(19,429)	(2,357)	88%
Total OFFICE OF THE CAO	209,970	252,151	643,633	(34)	643,599	391,448	39%
STRATEGIC INITIATIVES AND ECONOMIC DEVELOPMENT							
EXPENDITURES							
Salaries and Benefits	294,088	375,116	891,314		891,314	516,198	42%
Administrative	2,328	1,807	23,537		23,537	21,730	8%
Financial		142	1,858		1,858	1,716	8%
Transfers to Own Funds	2,110	5,458	24,750		24,750	19,292	22%
Purchased Goods	134	1,459	8,336		8,336	6,877	18%
Purchased Services	25,406	21,133	190,028	(206)	189,822	168,689	11%
Reallocated Expenses			2,454		2,454	2,454	
Total EXPENDITURES	324,066	405,115	1,142,277	(206)	1,142,071	736,956	35%
REVENUE							
Financing Revenue	(10,197)	(29,083)	(85,108)		(85,108)	(56,025)	34%
Grants	(38,442)	(33,942)	(45,344)		(45,344)	(11,402)	75%
Recoveries and Donations	(25,000)						
User Fees and Service Charges	(6,636)	(26,025)	(96,799)		(96,799)	(70,774)	27%
Total REVENUE	(80,275)	(89,050)	(227,251)		(227,251)	(138,201)	39%
STRATEGIC INITIATIVES AND ECONOMIC DEVELOPMENT	243,791	316,065	915,026	(206)	914,820	598,755	35%
Total EXECUTIVE SERVICES	453,761	568,216	1,558,659	(240)	1,558,419	990,203	36%
Total EXECUTIVE SERVICES	453,761	568,216	1,558,659	(240)	1,558,419	990,203	36%

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
May 2023

CORPORATE SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
CORPORATE SERVICES							
FINANCE							
EXPENDITURES							
Salaries and Benefits	1,900,835	2,109,496	5,484,136	(116,624)	5,367,512	3,258,016	39%
Administrative	19,656	21,754	86,800		86,800	65,046	25%
Financial	3,074	2,146	5,406		5,406	3,260	40%
Purchased Goods	22,127	14,550	41,832		41,832	27,282	35%
Purchased Services	104,998	89,551	323,702	969	324,671	235,120	28%
Total EXPENDITURES	2,050,690	2,237,497	5,941,876	(115,655)	5,826,221	3,588,724	38%
REVENUE							
Financing Revenue	(2,405,610)	(2,282,062)	(2,726,344)		(2,726,344)	(444,282)	84%
Recoveries and Donations		306				(306)	
User Fees and Service Charges	(429,529)	(572,324)	(1,079,430)	(1,525)	(1,080,955)	(508,631)	53%
Reallocated Revenue	(88,893)	(138,944)	(333,466)		(333,466)	(194,522)	42%
Total REVENUE	(2,924,032)	(2,993,024)	(4,139,240)	(1,525)	(4,140,765)	(1,147,741)	72%
Total FINANCE	(873,342)	(755,527)	1,802,636	(117,180)	1,685,456	2,440,983	(45%)
INFORMATION TECHNOLOGY							
EXPENDITURES							
Salaries and Benefits	1,050,215	1,385,538	3,509,441	(103,527)	3,405,914	2,020,376	41%
Administrative	4,471	12,872	33,325	168	33,493	20,621	38%
Purchased Goods	1,116,003	1,727,110	2,456,460		2,456,460	729,350	70%
Purchased Services	675,849	723,508	1,490,022	970	1,490,992	767,484	49%
Total EXPENDITURES	2,846,538	3,849,028	7,489,248	(102,389)	7,386,859	3,537,831	52%
REVENUE							
Financing Revenue	(191,394)	(222,374)	(726,480)		(726,480)	(504,106)	31%
User Fees and Service Charges		(31)	(100)		(100)	(69)	31%
Reallocated Revenue	(15,127)	(52,234)	(126,740)		(126,740)	(74,506)	41%
Total REVENUE	(206,521)	(274,639)	(853,320)		(853,320)	(578,681)	32%
Total INFORMATION TECHNOLOGY	2,640,017	3,574,389	6,635,928	(102,389)	6,533,539	2,959,150	55%
HUMAN RESOURCES							
EXPENDITURES							
Salaries and Benefits	413,507	604,149	1,427,810		1,427,810	823,661	42%
Administrative	46,749	52,084	214,428		214,428	162,344	24%
Purchased Goods	10,667	1,325	5,857		5,857	4,532	23%
Purchased Services	50,454	63,753	173,428	1,616	175,044	111,291	36%
Total EXPENDITURES	521,377	721,311	1,821,523	1,616	1,823,139	1,101,828	40%
REVENUE							
Financing Revenue	(153,594)	(157,130)	(356,721)		(356,721)	(199,591)	44%
Reallocated Revenue	(57,397)	(64,786)	(171,194)		(171,194)	(106,408)	38%
Total REVENUE	(210,991)	(221,916)	(527,915)		(527,915)	(305,999)	42%
Total HUMAN RESOURCES	310,386	499,395	1,293,608	1,616	1,295,224	795,829	39%
LEGISLATIVE & LEGAL SERVICES							
EXPENDITURES							
Salaries and Benefits	1,129,185	1,271,482	3,440,325	(36,080)	3,404,245	2,132,763	37%
Administrative	16,695	18,823	74,169		74,169	55,346	25%
Financial	5,193	10,536	35,000		35,000	24,464	30%
Transfers to Own Funds		225,000	225,000		225,000		100%
Purchased Goods	4,575	5,841	27,999		27,999	22,158	21%
Purchased Services	191,003	423,733	861,406	10,499	871,905	448,172	49%

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CORPORATE SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
Reallocated Expenses	43,853	81,458	111,467		111,467	30,009	73%
Total EXPENDITURES	1,390,504	2,036,873	4,775,366	(25,581)	4,749,785	2,712,912	43%
REVENUE							
Financing Revenue	(796,372)	(74,545)	(292,909)		(292,909)	(218,364)	25%
Recoveries and Donations	(68,360)	(3,816)	(21,500)		(21,500)	(17,684)	18%
User Fees and Service Charges	(533,406)	(881,029)	(2,392,051)		(2,392,051)	(1,511,022)	37%
Total REVENUE	(1,398,138)	(959,390)	(2,706,460)		(2,706,460)	(1,747,070)	35%
Total LEGISLATIVE & LEGAL SERVICES	(7,634)	1,077,483	2,068,906	(25,581)	2,043,325	965,842	53%
STRATEGIC COMMUNICATIONS							
EXPENDITURES							
Salaries and Benefits	356,550	394,528	1,032,403	(3,984)	1,028,419	633,891	38%
Administrative	6,120	13,255	22,984		22,984	9,729	58%
Purchased Goods	558	1,390	8,300		8,300	6,910	17%
Purchased Services	11,144	21,056	119,977	123	120,100	99,044	18%
Total EXPENDITURES	374,372	430,229	1,183,664	(3,861)	1,179,803	749,574	36%
REVENUE							
Financing Revenue	(197,083)	(202,003)	(202,003)		(202,003)		100%
Total REVENUE	(197,083)	(202,003)	(202,003)		(202,003)		100%
Total STRATEGIC COMMUNICATIONS	177,289	228,226	981,661	(3,861)	977,800	749,574	23%
Total CORPORATE SERVICES	2,246,716	4,623,966	12,782,739	(247,395)	12,535,344	7,911,378	37%
Total CORPORATE SERVICES	2,246,716	4,623,966	12,782,739	(247,395)	12,535,344	7,911,378	37%

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GENERAL GOVERNMENT

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
GENERAL GOVERNMENT							
GENERAL GOVERNMENT							
EXPENDITURES							
Salaries and Benefits	21,013	200				(200)	
Administrative	21,652	11,641	120,000		120,000	108,359	10%
Financial	2,130,604	1,998,136	5,328,957		5,328,957	3,330,821	37%
Transfers to Own Funds	27,866,269	29,090,126	44,817,917	1,881,458	46,699,375	17,609,249	62%
Purchased Services	(80,652)	80,867	88,865	(320)	88,545	7,678	91%
Reallocated Expenses	6,478						
Total EXPENDITURES	29,965,364	31,180,970	50,355,739	1,881,138	52,236,877	21,055,907	60%
REVENUE							
External Revenue Transferred to Reserves	(3,590,815)	(7,568,964)	(16,130,156)	(1,728,375)	(17,858,531)	(10,289,567)	42%
Financing Revenue	(4,751,937)	(4,108,520)	(6,139,400)	(1,341,254)	(7,480,654)	(3,372,134)	55%
Taxation	(74,940,264)	(82,672,741)	(85,427,006)	4,625	(85,422,381)	(2,749,640)	97%
Payments In Lieu	(934,283)	(957,837)	(1,028,464)	(15,401)	(1,043,865)	(86,028)	92%
Recoveries and Donations	(734)	106				(106)	
User Fees and Service Charges	(855,061)	(1,124,987)	(3,749,476)	1,411,917	(2,337,559)	(1,212,572)	48%
Reallocated Revenue	(794,571)	(859,866)	(2,350,636)		(2,350,636)	(1,490,770)	37%
Total REVENUE	(85,867,665)	(97,292,809)	(114,825,138)	(1,668,488)	(116,493,626)	(19,200,817)	84%
Total GENERAL GOVERNMENT	(55,902,301)	(66,111,839)	(64,469,399)	212,650	(64,256,749)	1,855,090	103%
Total GENERAL GOVERNMENT	(55,902,301)	(66,111,839)	(64,469,399)	212,650	(64,256,749)	1,855,090	103%
Total GENERAL GOVERNMENT	(55,902,301)	(66,111,839)	(64,469,399)	212,650	(64,256,749)	1,855,090	103%

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COMMUNITY SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
COMMUNITY SERVICES							
RECREATION AND CULTURE FACILITIES							
EXPENDITURES							
Salaries and Benefits	1,903,902	2,499,582	6,291,765	(57,274)	6,234,491	3,734,909	40%
Administrative	6,422	12,059	40,021	2,000	42,021	29,962	29%
Financial	28,828	45,745	170,497		170,497	124,752	27%
Transfers to Own Funds	1,731,905	1,985,236	2,071,849		2,071,849	86,613	96%
Purchased Goods	102,935	236,223	856,987	(593)	856,394	620,171	28%
Purchased Services	1,588,614	1,803,366	6,245,587	(51,505)	6,194,082	4,390,716	29%
Reallocated Expenses	36,531	25,295	179,466		179,466	154,171	14%
Total EXPENDITURES	5,399,137	6,607,506	15,856,172	(107,372)	15,748,800	9,141,294	42%
REVENUE							
Financing Revenue	(133,891)	(167,744)	(395,117)	19,918	(375,199)	(207,455)	45%
Grants	(545,128)	(538,690)	(989,811)	(16,823)	(1,006,634)	(467,944)	54%
Recoveries and Donations	(24,909)	(49,735)	(75,947)	(15,529)	(91,476)	(41,741)	54%
User Fees and Service Charges	(2,163,737)	(2,956,092)	(7,720,261)	(17,500)	(7,737,761)	(4,781,669)	38%
Reallocated Revenue	(179,422)	(194,075)	(424,355)		(424,355)	(230,280)	46%
Total REVENUE	(3,047,087)	(3,906,336)	(9,605,491)	(29,934)	(9,635,425)	(5,729,089)	41%
Total RECREATION AND CULTURE FACILITIES	2,352,050	2,701,170	6,250,681	(137,306)	6,113,375	3,412,205	44%
ADMINISTRATION AND CIVIC FACILITIES							
EXPENDITURES							
Salaries and Benefits	1,178,413	1,415,338	3,850,360	(142,446)	3,707,914	2,292,576	38%
Administrative	25,754	18,893	50,838		50,838	31,945	37%
Financial	26,072	31,979	59,893		59,893	27,914	53%
Transfers to Own Funds	202,245	246,912	460,049	(71,201)	388,848	141,936	63%
Purchased Goods	20,500	22,438	89,685		89,685	67,247	25%
Purchased Services	696,573	731,177	1,647,204	8,441	1,655,645	924,468	44%
Reallocated Expenses	14,275	25,157	94,193		94,193	69,036	27%
Total EXPENDITURES	2,163,832	2,491,894	6,252,222	(205,206)	6,047,016	3,555,122	41%
REVENUE							
Financing Revenue	(684,713)	(605,218)	(1,647,141)	221,263	(1,425,878)	(820,660)	42%
Recoveries and Donations	(8,124)	(6,584)	(17,138)		(17,138)	(10,554)	38%
User Fees and Service Charges	(106,061)	(145,536)	(336,846)		(336,846)	(191,310)	43%
Total REVENUE	(798,898)	(757,338)	(2,001,125)	221,263	(1,779,862)	(1,022,524)	43%
Total ADMINISTRATION AND CIVIC FACILITIES	1,364,934	1,734,556	4,251,097	16,057	4,267,154	2,532,598	41%
PROGRAMS							
EXPENDITURES							
Salaries and Benefits	971,671	1,496,451	5,268,377	(59,745)	5,208,632	3,712,181	29%
Administrative	4,580	5,704	62,158		62,158	56,454	9%
Financial	43,605	99,078	584,955		584,955	485,877	17%
Transfers to Own Funds			23,350	55,000	78,350	78,350	
Purchased Goods	43,199	53,105	260,172	(2,233)	257,939	204,834	21%
Purchased Services	105,547	178,604	858,082	(16,530)	841,552	662,948	21%
Reallocated Expenses		55	83,161		83,161	83,106	
Total EXPENDITURES	1,168,602	1,832,997	7,140,255	(23,508)	7,116,747	5,283,750	26%
REVENUE							
Financing Revenue	(22,195)	(87,054)	(656,244)	(55,000)	(711,244)	(624,190)	12%
Grants	(14,002)	(43,832)	(68,421)		(68,421)	(24,589)	64%
Recoveries and Donations	(11,894)	(15,531)	(403,005)		(403,005)	(387,474)	4%

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	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
User Fees and Service Charges	(805,454)	(1,930,189)	(5,851,192)	54,635	(5,796,557)	(3,866,368)	33%
Reallocated Revenue		(1,850)	(6,500)		(6,500)	(4,650)	28%
Total REVENUE	(853,545)	(2,078,456)	(6,985,362)	(365)	(6,985,727)	(4,907,271)	30%
Total PROGRAMS	315,057	(245,459)	154,893	(23,873)	131,020	376,479	(187%)
OPERATIONS							
EXPENDITURES							
Salaries and Benefits	2,837,556	3,186,986	7,514,473	24,452	7,538,925	4,351,939	42%
Administrative	8,981	8,551	57,161		57,161	48,610	15%
Transfers to Own Funds	1,809,887	1,986,091	1,986,091		1,986,091		100%
Purchased Goods	1,050,432	995,251	1,878,929	(89,810)	1,789,119	793,868	56%
Purchased Services	2,973,730	3,008,758	7,964,707	30,226	7,994,933	4,986,175	38%
Fleet Expenses	588,528	686,412	1,326,890		1,326,890	640,478	52%
Reallocated Expenses	1,840,455	1,428,034	4,116,673		4,116,673	2,688,639	35%
Total EXPENDITURES	11,109,569	11,300,083	24,844,924	(35,132)	24,809,792	13,509,709	46%
REVENUE							
Financing Revenue	(43,522)	(78,679)	(279,764)	(49,548)	(329,312)	(250,633)	24%
Recoveries and Donations	(681,146)	(1,336,334)	(3,673,817)	496,836	(3,176,981)	(1,840,647)	42%
User Fees and Service Charges	(182,464)	(359,303)	(1,220,899)	(51,608)	(1,272,507)	(913,204)	28%
Reallocated Revenue	(2,026,751)	(1,679,178)	(4,563,839)	(51,538)	(4,615,377)	(2,936,199)	36%
Total REVENUE	(2,933,883)	(3,453,494)	(9,738,319)	344,142	(9,394,177)	(5,940,683)	37%
Total OPERATIONS	8,175,686	7,846,589	15,106,605	309,010	15,415,615	7,569,026	51%
TRANSIT							
EXPENDITURES							
Salaries and Benefits	118,011	177,016	446,095		446,095	269,079	40%
Administrative	1,844	9,731	18,531		18,531	8,800	53%
Financial			300		300	300	
Transfers to Own Funds	1,468,853	1,767,390	1,767,390		1,767,390		100%
Purchased Goods	3,934	310	13,778		13,778	13,468	2%
Purchased Services	1,521,459	1,979,476	5,822,654	695	5,823,349	3,843,873	34%
Fleet Expenses	448,871	571,454	2,149,883		2,149,883	1,578,429	27%
Reallocated Expenses	80,191	118,364	66,826	51,538	118,364		100%
Total EXPENDITURES	3,643,163	4,623,741	10,285,457	52,233	10,337,690	5,713,949	45%
REVENUE							
Financing Revenue	(977,940)	(978,132)	(978,132)		(978,132)		100%
Grants	(38,044)						
Recoveries and Donations	(36,011)	(284,478)	(784,496)		(784,496)	(500,018)	36%
User Fees and Service Charges	(339,709)	(507,711)	(1,160,188)	19,899	(1,140,289)	(632,578)	45%
Total REVENUE	(1,391,704)	(1,770,321)	(2,922,816)	19,899	(2,902,917)	(1,132,596)	61%
Total TRANSIT	2,251,459	2,853,420	7,362,641	72,132	7,434,773	4,581,353	38%
FIRE							
EXPENDITURES							
Salaries and Benefits	4,176,572	4,842,394	12,521,212		12,521,212	7,678,818	39%
Administrative	42,527	36,568	125,961	3,543	129,504	92,936	28%
Financial	1,671	2,589	3,000		3,000	411	86%
Transfers to Own Funds	1,048,572	1,106,306	1,106,306		1,106,306		100%
Purchased Goods	30,843	43,019	76,794	18,068	94,862	51,843	45%
Purchased Services	156,707	160,531	335,396	(3,283)	332,113	171,582	48%
Fleet Expenses	73,991	86,255	186,753	187	186,940	100,685	46%
Reallocated Expenses			453		453	453	

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	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
Total EXPENDITURES	5,530,883	6,277,662	14,355,875	18,515	14,374,390	8,096,728	44%
REVENUE							
Financing Revenue	(10,199)	(10,408)	(10,408)		(10,408)		100%
Grants	(4,900)	(18,068)	(2,500)	(18,068)	(20,568)	(2,500)	88%
Recoveries and Donations	(57,132)	(61,108)	(164,000)		(164,000)	(102,892)	37%
User Fees and Service Charges	(57,882)	(68,589)	(159,669)	(1,545)	(161,214)	(92,625)	43%
Total REVENUE	(130,113)	(158,173)	(336,577)	(19,613)	(356,190)	(198,017)	44%
Total FIRE	5,400,770	6,119,489	14,019,298	(1,098)	14,018,200	7,898,711	44%
Total COMMUNITY SERVICES	19,859,956	21,009,765	47,145,215	234,922	47,380,137	26,370,372	44%
Total COMMUNITY SERVICES	19,859,956	21,009,765	47,145,215	234,922	47,380,137	26,370,372	44%

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DEVELOPMENT SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
DEVELOPMENT SERVICES							
PLANNING SERVICES							
EXPENDITURES							
Salaries and Benefits	746,660	889,401	2,446,846	(163,296)	2,283,550	1,394,149	39%
Administrative	12,031	13,997	50,509		50,509	36,512	28%
Purchased Services	57,090	23,771	56,934	2,806	59,740	35,969	40%
Total EXPENDITURES	815,781	927,169	2,554,289	(160,490)	2,393,799	1,466,630	39%
REVENUE							
Financing Revenue	(169,732)	(210,384)	(596,711)		(596,711)	(386,327)	35%
Recoveries and Donations	(14,570)	3,706	(54,200)	48,900	(5,300)	(9,006)	(70%)
User Fees and Service Charges	(1,095,773)	(997,514)	(2,853,534)	860,757	(1,992,777)	(995,263)	50%
Total REVENUE	(1,280,075)	(1,204,192)	(3,504,445)	909,657	(2,594,788)	(1,390,596)	46%
Total PLANNING SERVICES	(464,294)	(277,023)	(950,156)	749,167	(200,989)	76,034	138%
BUILDING SERVICES							
EXPENDITURES							
Salaries and Benefits	1,293,186	1,511,904	5,171,897	(1,020,592)	4,151,305	2,639,401	36%
Administrative	28,078	52,387	156,362	(22,699)	133,663	81,276	39%
Financial	(1)						
Transfers to Own Funds	3,496,175	323,230	3,989,862	(3,989,862)		(323,230)	
Purchased Goods	1,107	1,651	16,301		16,301	14,650	10%
Purchased Services	25,597	29,214	56,966	(489)	56,477	27,263	52%
Reallocated Expenses	813,647	938,072	2,720,794		2,720,794	1,782,722	34%
Total EXPENDITURES	5,657,789	2,856,458	12,112,182	(5,033,642)	7,078,540	4,222,082	40%
REVENUE							
Financing Revenue	(9,072)	(9,264)	(9,264)	(372,414)	(381,678)	(372,414)	2%
User Fees and Service Charges	(5,648,713)	(2,844,946)	(12,102,915)	5,406,057	(6,696,858)	(3,851,912)	42%
Total REVENUE	(5,657,785)	(2,854,210)	(12,112,179)	5,033,643	(7,078,536)	(4,224,326)	40%
Total BUILDING SERVICES	4	2,248	3	1	4	(2,244)	56,200%
INFRASTRUCTURE MANAGEMENT							
EXPENDITURES							
Salaries and Benefits	812,213	916,239	2,480,624	(251,673)	2,228,951	1,312,712	41%
Administrative	6,280	7,526	38,018	(240)	37,778	30,252	20%
Financial	227,951	228,454	246,094		246,094	17,640	93%
Transfers to Own Funds	29,257	33,920	33,920		33,920		100%
Purchased Goods	8,391	4,463	67,702		67,702	63,239	7%
Purchased Services	489,197	531,778	2,115,944	9,459	2,125,403	1,593,625	25%
Reallocated Expenses	1,212		7,926		7,926	7,926	
Total EXPENDITURES	1,574,501	1,722,380	4,990,228	(242,454)	4,747,774	3,025,394	36%
REVENUE							
Financing Revenue	(432,891)	(563,269)	(1,394,473)	156,848	(1,237,625)	(674,356)	46%
Recoveries and Donations	(4,745)	(11,728)	(14,767)	(3,000)	(17,767)	(6,039)	66%
User Fees and Service Charges	(35,126)	(74,344)	(370,452)	(90,050)	(460,502)	(386,158)	16%
Total REVENUE	(472,762)	(649,341)	(1,779,692)	63,798	(1,715,894)	(1,066,553)	38%
Total INFRASTRUCTURE MANAGEMENT	1,101,739	1,073,039	3,210,536	(178,656)	3,031,880	1,958,841	35%
DEVELOPMENT ENGINEERING							
EXPENDITURES							
Salaries and Benefits	719,156	799,618	2,100,806		2,100,806	1,301,188	38%
Administrative	7,783	7,629	34,462		34,462	26,833	22%
Transfers to Own Funds		85,430		85,430	85,430		100%

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
May 2023

DEVELOPMENT SERVICES

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
Purchased Goods			200		200	200	
Purchased Services	95,177	101,271	323,142	68,696	391,838	290,567	26%
Total EXPENDITURES	822,116	993,948	2,458,610	154,126	2,612,736	1,618,788	38%
REVENUE							
Financing Revenue	(51,098)	(295,040)	(311,874)		(311,874)	(16,834)	95%
Recoveries and Donations	(14,842)	(7,617)	(77,570)		(77,570)	(69,953)	10%
User Fees and Service Charges	(593,649)	(672,598)	(2,425,237)	265,036	(2,160,201)	(1,487,603)	31%
Reallocated Revenue	(30,064)	(19,591)	(232,010)		(232,010)	(212,419)	8%
Total REVENUE	(689,653)	(994,846)	(3,046,691)	265,036	(2,781,655)	(1,786,809)	36%
Total DEVELOPMENT ENGINEERING	132,463	(898)	(588,081)	419,162	(168,919)	(168,021)	1%
ADMINISTRATION							
EXPENDITURES							
Salaries and Benefits	164,983	188,290	471,794		471,794	283,504	40%
Administrative	7,145	8,531	11,565		11,565	3,034	74%
Purchased Goods	3,534	8,366	37,950	(8,062)	29,888	21,522	28%
Purchased Services	74,818	88,238	247,969	12,999	260,968	172,730	34%
Total EXPENDITURES	250,480	293,425	769,278	4,937	774,215	480,790	38%
REVENUE							
Financing Revenue	(69,545)	(74,859)	(102,083)		(102,083)	(27,224)	73%
Recoveries and Donations	1,350	3,867		(4,503)	(4,503)	(8,370)	(86%)
User Fees and Service Charges		(257)		(257)	(257)		100%
Total REVENUE	(68,195)	(71,249)	(102,083)	(4,760)	(106,843)	(35,594)	67%
Total ADMINISTRATION	182,285	222,176	667,195	177	667,372	445,196	33%
Total DEVELOPMENT SERVICES	952,197	1,019,542	2,339,497	989,851	3,329,348	2,309,806	31%
Total DEVELOPMENT SERVICES	952,197	1,019,542	2,339,497	989,851	3,329,348	2,309,806	31%

TOWN OF MILTON
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May 2023

LIBRARY

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
LIBRARY							
LIBRARY							
EXPENDITURES							
Salaries and Benefits	1,382,342	1,636,833	4,158,747		4,158,747	2,521,914	39%
Administrative	18,524	23,094	53,629		53,629	30,535	43%
Financial	2,375	2,678	5,821		5,821	3,143	46%
Transfers to Own Funds	634,686	678,988	678,988		678,988		100%
Purchased Goods	153,042	185,388	372,983	46,714	419,697	234,309	44%
Purchased Services	211,915	189,928	534,031	(24,287)	509,744	319,816	37%
Reallocated Expenses	180,011	194,075	392,230		392,230	198,155	49%
Total EXPENDITURES	2,582,895	2,910,984	6,196,429	22,427	6,218,856	3,307,872	47%
REVENUE							
Financing Revenue	(18,919)	(21,696)	(21,696)		(21,696)		100%
Taxation	(5,308,486)	(5,901,548)	(5,901,548)		(5,901,548)		100%
Grants	(53,667)	(26,055)	(57,554)	(23,734)	(81,288)	(55,233)	32%
Recoveries and Donations	(11,097)	(4,796)	(14,596)	(1,000)	(15,596)	(10,800)	31%
User Fees and Service Charges	(39,410)	(40,575)	(201,037)	85,071	(115,966)	(75,391)	35%
Total REVENUE	(5,431,579)	(5,994,670)	(6,196,431)	60,337	(6,136,094)	(141,424)	98%
Total LIBRARY	(2,848,684)	(3,083,686)	(2)	82,764	82,762	3,166,448	
Total LIBRARY	(2,848,684)	(3,083,686)	(2)	82,764	82,762	3,166,448	
Total LIBRARY	(2,848,684)	(3,083,686)	(2)	82,764	82,762	3,166,448	

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
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HOSPITAL EXPANSION

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
HOSPITAL EXPANSION							
HOSPITAL EXPANSION							
EXPENDITURES							
Financial	1,963,026	1,989,817	2,499,256		2,499,256	509,439	80%
Total EXPENDITURES	1,963,026	1,989,817	2,499,256		2,499,256	509,439	80%
REVENUE							
Financing Revenue	(2,501,566)	(2,499,256)	(2,499,256)		(2,499,256)		100%
Total REVENUE	(2,501,566)	(2,499,256)	(2,499,256)		(2,499,256)		100%
Total HOSPITAL EXPANSION	(538,540)	(509,439)				509,439	
Total HOSPITAL EXPANSION	(538,540)	(509,439)				509,439	
Total HOSPITAL EXPANSION	(538,540)	(509,439)				509,439	

TOWN OF MILTON
OPERATING FINANCIAL STATEMENT
May 2023

BIA

	2022 YTD ACTUAL	2023 YTD ACTUAL	ANNUAL BUDGET	FORECAST CHANGES	FORECAST BUDGET	VARIANCE	PERCENT of BUDGET
BIA							
BIA							
EXPENDITURES							
Salaries and Benefits	54,750	70,575	173,391	26,300	199,691	129,116	35%
Administrative		22				(22)	
Financial	2,128	2,250	4,500		4,500	2,250	50%
Purchased Goods	452	4,676	13,500	6,130	19,630	14,954	24%
Purchased Services	21,304	52,392	209,096	3,311	212,407	160,015	25%
Reallocated Expenses	3,385	1,492	6,000	(1,200)	4,800	3,308	31%
Total EXPENDITURES	82,019	131,407	406,487	34,541	441,028	309,621	30%
REVENUE							
Financing Revenue	(36,604)	(29,740)	(29,740)		(29,740)		100%
Taxation	(244,943)	(258,086)	(258,086)		(258,086)		100%
Grants	(389)	(1,364)	(4,000)	(18,787)	(22,787)	(21,423)	6%
Recoveries and Donations	(36,999)	(25,672)	(26,500)		(26,500)	(828)	97%
User Fees and Service Charges	(10,061)	(17,550)	(18,500)		(18,500)	(950)	95%
Reallocated Revenue			(69,661)		(69,661)	(69,661)	
Total REVENUE	(328,996)	(332,412)	(406,487)	(18,787)	(425,274)	(92,862)	78%
Total BIA	(246,977)	(201,005)		15,754	15,754	216,759	
Total BIA	(246,977)	(201,005)		15,754	15,754	216,759	
Total BIA	(246,977)	(201,005)		15,754	15,754	216,759	

2023 Operating Variance Commentary By Department

Variances impacting multiple departments of the Town are highlighted below.

Staff Gapping

In 2023, the Town budgeted for savings from staff vacancies in the amount of \$825,000. As staff gapping savings are identified, the salary and benefit budget is reduced within the respective department while an offsetting variance is shown against the budgets in General Government up to the full year budgeted gapping amounts. This redistributes the annual budget from the departments as the savings are being incurred. The Town wide staff gapping savings projected through the May variance review process are \$723,746 relative to the target of \$825,000.

Insurance

As previously reported through CORS-010-22, the Town's insurance policies were renewed for an 18 month period at a cost of \$1,324,494 for 2023. An unfavourable variance to budget of \$18,087 is being reported. Insurance costs have been allocated across departments and corresponding forecast changes reflecting variances to budget for each department have been completed.

Fuel and Utilities

Fuel rates and consumption in 2023 have been relatively consistent to budget to date and no variances to budget are expected at this time. Similarly, utility costs are trending on budget to date. These are areas that are closely monitored by Town staff as any price volatility, combined with changes in consumption, may result in financial impacts as the year progresses.

Variances identified within specific departments are as follows:

Mayor & Council - \$12,645 Projected Unfavourable

The variance represents a rebalancing of the budget resulting from the elimination of the benefit premium cost sharing program previously reported in CORS-055-22.

Executive Services - \$239 Projected Favourable

The \$240 favorable variance in Executive Services relates to the insurance allocation.

Corporate Services - \$247,394 Projected Favourable

The Finance division is reporting a surplus of \$117,180. Staff gapping savings of \$116,624 is being reported, which is partially offset by an insurance cost allocation of \$969. Additional fee revenue of \$1,525 is expected by year end.

2023 Operating Variance Commentary By Department

Information Technology is reporting savings of \$102,389. This is largely due to staff gapping savings of \$103,527 which is partially offset by the insurance cost allocation.

Human Resources is reporting a deficit of \$1,616 related to a higher than expected cost of service agreements and the insurance cost allocation.

The Legislative and Legal Services division is reporting a surplus of \$25,581. Staff gapping savings of \$36,080 are partially offset by legal costs and the insurance cost allocation.

Strategic Communications is reporting savings of \$3,861 as a result of staff gapping savings, which is partially offset by the insurance cost allocation.

General Government - \$212,650 Projected Unfavourable

In 2023, the Town budgeted for savings from staff vacancies in the amount of \$825,000. As staff gapping savings are identified, the salary and benefit budget is reduced within the respective department while an offsetting variance is shown against the budgets in General Government up to the full year budgeted gapping amounts. This redistributes the annual budget from the departments as the savings are being incurred. By end of May 2023, the Town wide staff gapping savings identified were \$723,746 relative to the target of \$825,000.

A general surplus of \$500,000 is being reported Town wide to reduce the deficit that would otherwise be reported. This is to reflect the fact that historically while areas of deficit typically become evident early in the year, areas of surplus often materialize as the year continues to progress. As this surplus does not relate to any one particular area at this point it is reflected within General Government.

Based on Town policy, the investment income related to reserve funds, including development charge reserve funds, is allocated directly to the specific reserve fund with the remaining going through the operating budget. Due to a higher than anticipated portfolio balance and overall increase in yields, investment income for the Town is forecasted to be \$2.5 million favourable to budget, with \$1.9 million flowing through Financing Revenue within General Government and then allocated to specific reserves as identified through the budget process with no impact to the bottom line. Based on fluctuating market conditions and varying reserve and reserve fund balances, overall investment income and allocations to specific funds may change throughout the year.

A surplus of \$10,776 is being reported related to the final 2023 taxation revenues associated with payments in lieu and final tax billings to the hydro companies.

2023 Operating Variance Commentary By Department

A dividend for 2022 was declared by Milton Hydro Holdings and remitted to the Town in 2023 in the amount of \$3,382,604. Furthermore, based on the most current projections from Milton Hydro, 2023 dividends are expected to be \$823,000 greater than what had previously been included in the Town's budget. In accordance with the Town's Treasury Policy, transfers to reserve will be utilized to stabilize the net impacts relative to the budgeted Milton Hydro funding distributions such that there will be no net impact to the Town from annual fluctuations.

Although not affecting the projected year end position, the timing of development activity has resulted in a net anticipated deficit of \$3,889,146 in capital provision and per unit processing fees. This will result in a lower than anticipated balance transferred to reserve in 2023 with no net impact to the operating forecast.

Community Services - \$234,921 Projected Unfavourable

Recreation and Culture Facilities is projecting a net surplus to budget of \$137,306. Staff gapping savings of \$73,498 are being reported within this figure. An overall net increase in facility booking revenue of \$17,500 and grant revenue of \$32,352 is also reflected. The balance of the variance relates to miscellaneous variances expected in lease revenues, contracts, materials, administration and the allocation of the insurance premiums.

Administration and Civic Facilities is projecting a deficit of \$16,056 largely related an expected reduction in lease revenue which is partially offset by staff gapping savings.

Programs is forecasting a favourable variance to budget of \$23,872 which is largely related to staff gapping savings of \$59,744 as well as savings in materials and contracts of \$18,759. These savings are partially offset by reduced revenue of \$54,635 related to a shift in program offerings.

Operations is expecting an overall unfavourable variance of \$309,008. Of this amount, \$357,079 relates to increased winter maintenance costs associated with numerous winter thaw/freeze events. A further \$68,000 relates to unanticipated repairs to guide rails and \$26,664 relates to the insurance allocation. Partially offsetting this are staff gapping savings of \$89,734 and increased recoveries from developers for winter maintenance of \$51,608 due to new subdivision registrations and a shift in the timing of expected assumptions of existing subdivisions.

Transit is anticipating a deficit in the amount of \$72,132 which is primarily related to winter maintenance associated with snow clearing of bus stops as well as lower than anticipated advertising revenues.

Fire is projecting a surplus of \$1,273 which largely relates to the insurance allocation as well as other miscellaneous adjustments. Unbudgeted grant revenue of \$18,068 was received which will be used for fire related equipment. Although the results of the fire wage

2023 Operating Variance Commentary By Department

contract settlement suggested that a variance to budget of \$117,500 could be expected in 2023, it is anticipated that this pressure will be fully mitigated by staff gapping savings within the Fire Division.

Development Services - \$989,851 Projected Unfavourable

Planning Services is expecting a deficit in the amount of \$749,167. Staff gapping savings of \$163,296 are more than offset by an expected shortfall in planning application revenue of \$912,008.

The revenue shortfall is due in part to a market slowdown but is also as a result of the recent enactment (Jan 1, 2023) of new Planning Act legislation Bill 109: More Homes for Everyone Act, 2022 which has had an effect on the timing of applications being submitted. The changes to the Planning Act are focused on streamlining the municipal decision-making process to reduce the amount of time it takes to make a decision on certain Planning Act applications. Expedited approvals require municipalities to refund planning application fees to the applicant when a decision or approval has not been made within the prescribed timeline.

On the basis of the above, in order to process applications for an Official Plan Amendment, Zoning By-law Amendment and/or Site Plan Control within these new reduced timelines, the Town introduced a Pre-Application Process that consists of two stages and will occur before a formal Planning Act application is submitted. This essentially results in front loading the technical review process prior to the submission of a complete application and associated fees. It has resulted in a delay in applications as the applicants are working on their respective pre-submissions. The impact of this delay in submissions and fees will be most prominent in 2023 with this being the year of implementation of the new Pre-Application process.

Lastly, from a growth perspective, 3.2 million square feet of growth originally anticipated in 2024 has now shifted out to 2025 resulting in a corresponding shift in the anticipated timing of associated site plans.

Within Building Services, a decrease in projected building permit revenues of \$5.4 million is forecast for 2023, driven largely by a shift in timing of anticipated residential units for 2023. This is partially offset by staff gapping savings of \$1.0 million. This results in an expected contribution from the Building Stabilization Reserve this year in the amount of \$4.4 million. Overall there is no net impact to the Town's bottom line.

Infrastructure Management is projecting a \$178,655 favourable variance. Of this amount, \$110,360 is related to staff gapping savings. Increased fee revenue of \$57,586 relates to developer recoveries of streetlight hydro and maintenance costs is being forecast due to a shift in timing of subdivision assumptions along with new subdivisions not anticipated in the original budget estimates. The balance primarily relates to other fees expected to exceed budget.

2023 Operating Variance Commentary By Department

Development Engineering is reporting a deficit of \$419,162. Of this amount, \$372,672 relates to reductions in anticipated site plan revenue as referenced in the Planning Services section above. A further \$68,872 is due to performing more work on undeveloped subdivisions than will be recovered through the Engineering and Inspection Fees. The remaining variance is the result of an expected increase in other fee revenues.

The Administration division has a deficit of \$177 related to the insurance allocation.

Library - \$82,764 Projected Unfavourable

The library is expecting a deficit of \$82,764 which largely relates to a shortfall in revenue for fees, fine and lost items.

Hospital - No Projected Net Variances

BIA - \$15,754 Projected Unfavourable

The BIA is expecting to be in a deficit position resulting from increased staff related costs of \$36,241, which is partially offset by additional grant revenue received.

Appendix 3 - CORS-034-23

Investment Portfolio Holdings and Limitations

Authorized Investments and Limitations (31-May-2023)										
Category / Sector ⁽¹⁾	Remaining Term			Total	% of Portfolio	Portfolio Maximum	Individual Maximum ⁽²⁾	Term Limitation (Years)	Minimum DBRS Rating ⁽³⁾	
	Less than 1 Year	1 to 5 Years	5 to 10 Years						Short-term	Long-Term
Cash	\$87.03	-	-	\$87.03	29%					
Federal and Federal Guaranteed ⁽⁴⁾	-	-	\$1.95	\$1.95	1%	100%	100%	20	N/A	A (low)
Provincial and Provincial Guaranteed ⁽⁴⁾										
Alberta	-	\$2.06	\$6.23	\$8.29	3%		20%	15	R-1 (low)	A (low)
British Columbia	-	-	\$2.88	\$2.88	1%		20%			
Manitoba	-	-	\$6.27	\$6.27	2%		20%			
New Brunswick	-	-	\$2.08	\$2.08	1%		20%			
Ontario	\$1.00	-	\$12.35	\$13.35	4%		20%			
Prince Edward Island	-	-	\$0.99	\$0.99	0%		20%			
Quebec	-	-	\$10.45	\$10.45	4%		20%			
Saskatchewan	-	-	\$1.05	\$1.05	0%		20%			
Provincial and Provincial Guaranteed Sub-total	\$1.00	\$2.06	\$42.30	\$45.35	15%	100%				
Municipal and Municipal Guaranteed										
BC Municipal Finance Authority	-	-	\$8.52	\$8.52	3%		10%	15	R-1 (low)	A (low)
City of Toronto	-	\$0.98	\$1.00	\$1.97	1%		10%			
Regional Municipality of York	-	\$6.73	\$6.04	\$12.77	4%		10%			
Regional Municipality of Peel	-	\$1.03	-	\$1.03	0%		10%			
City of Montreal	-	\$1.49	\$4.35	\$5.84	2%		10%			
Quebec City	-	-	\$2.50	\$2.50	1%		10%			
Region of Waterloo	-	-	\$4.42	\$4.42	1%		10%			
Region of Halton	-	-	\$4.12	\$4.12	1%		10%			
City of Vancouver	-	\$1.05	-	\$1.05	0%		10%			
Municipal and Municipal Guaranteed Sub-total	\$0.00	\$11.28	\$30.95	\$42.23	14%	50%				
Boards / Schools ⁽⁵⁾ Sub-total	\$0.00	\$0.00	\$0.00	\$0.00	0%	15%		15	R-1 (low)	AA(low)
Financial Institution ⁽⁶⁾										
Schedule I Bank (Six Majors)								10	R-1 (low)	A(low) ⁽⁸⁾
Bank of Montreal	\$6.00	\$7.00	\$5.00	\$18.00	6%		20%			
Bank of Nova Scotia (The)	\$17.00	\$19.20	\$12.00	\$48.20	16%		20%			
Canadian Imperial Bank of Commerce	\$13.93	\$10.00	-	\$23.93	8%		20%			
Royal Bank of Canada	\$5.95	\$3.96	\$7.81	\$17.72	6%		20%			
Toronto-Dominion Bank (The)	-	\$6.53	\$7.04	\$13.57	5%		20%			
Schedule I Bank (Six Majors) Sub-total	\$42.88	\$46.69	\$31.85	\$121.42	41%	60%				
Other Sch I/Sch II/Trust/Credit Union Sub-total	\$0.00	\$0.00	\$0.00	\$0.00	0%	20%		2	R-1 (low)	A(low) ⁽⁸⁾
Financial Institution Sub-total ⁽⁷⁾	\$42.88	\$46.69	\$31.85	\$121.42	41%	60%				
ONE Investment Program ⁽⁹⁾	\$0.00	\$0.00	\$0.00	\$0.00	0%	25%		N/A	N/A	N/A
Asset Backed Securities				\$0.00	0%	10%	5%	5	R-1 (high)	AAA
Commercial paper or promissory notes				\$0.00	0%	10%	5%	1	R-1 (mid)	N/A
Total	\$130.91	\$60.03	\$107.04	\$297.98	100%					

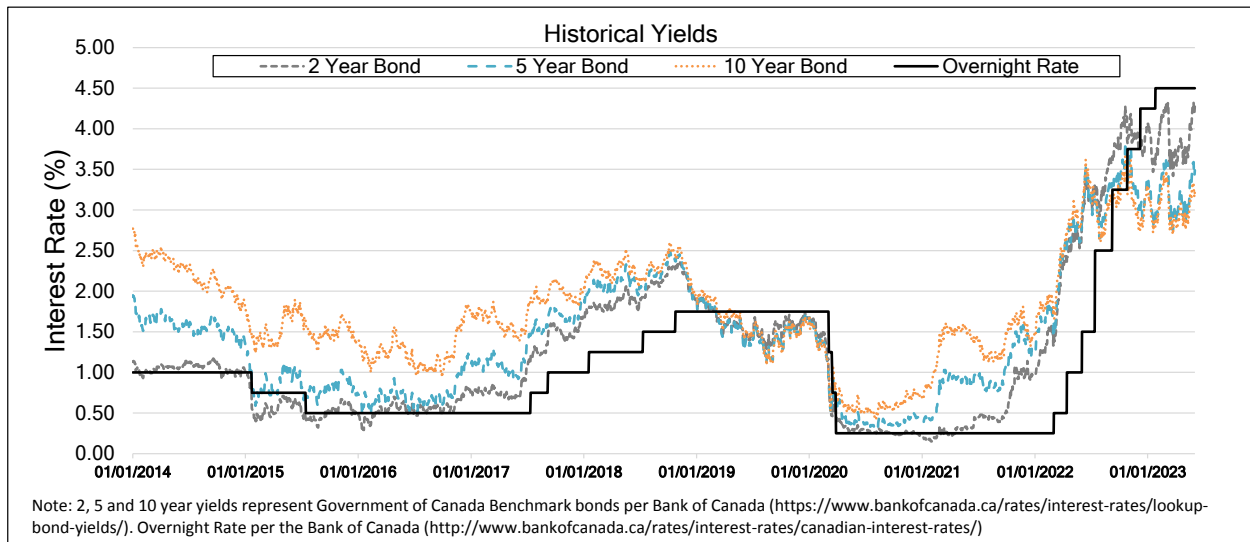
Notes:

- (1) Per definitions and regulations under Ontario Regulation 438/97.
- (2) Individual maximum applies to either an individual institution or in the case of the ONE Investment Program it applies to individual portfolios.
- (3) Equivalent ratings from Moody's Investor Services, Standard and Poor's or Fitch Ratings are also acceptable.
- (4) Includes bonds, debentures or other evidence of indebtedness issued or guaranteed by the Government of Canada, or a Province of Canada. A minimum of 10% of the portfolio must be in the Federal or Provincial category.
- (5) Includes a University in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000 and a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002.
- (6) Includes bonds, debentures, deposit receipts, deposit notes, certificates of deposit or similar instruments issued, accepted, guaranteed or endorsed by a bank in Schedule I or II or a Credit Union, including bail-in. Six major Schedule I Banks include: Bank of Montreal, Bank of Nova Scotia (The), Canadian Imperial Bank of Commerce, National Bank of Canada, Royal Bank of Canada and Toronto-Dominion Bank (The). Credit Unions require financial statements or certification in writing that various financial criteria has been met as outlined in O. Reg. 438/97.
- (7) The overall Financial Institution category shall not exceed 60% of the total portfolio, within this category:
 - i) Aggregate holdings of the Six major Schedule I Banks shall not exceed 60% of the total portfolio; and
 - ii) Aggregate holdings of Schedule II & Other Schedule I Banks not listed above and Trust Loan / Credit Union's shall not exceed 20% of the total portfolio.
- (8) For securities of bonds, debentures, promissory notes or other evidence of indebtedness, issued or guaranteed by a bank listed in Schedule I, II or III to the Bank Act (Canada) with a term-to-maturity less than or equal to 2 years on the day the investment is made, the prescribed minimum credit rating is AA(low).
- (9) The ONE Investment Program provides recommended investment timelines for each fund however funds can be withdrawn with one day's notice and investments in each pool meet eligibility criteria as defined by regulations under the Municipal Act.

Appendix 4 - CORS-034-23

Interest Rates and Bond Yields

Historical overnight rates and bond yields are illustrated in the graph below. Since the end of December 2021 the 10 year Government of Canada bond yield has improved from approximately 1.50% to 4.50% at the end of May 2023. On June 7th the overnight rate was increased by 25 basis points by the Bank of Canada (not shown on the chart below). While short term rates in the table below are currently higher than longer term rates, the Town continues to take advantage of medium and longer term investments as opportunities become available to manage maturities to expected cash outflows and to ensure the appropriate diversification is maintained.



Appendix 5 - CORS-034-23
Reserve and Reserve Fund Balances

Reserves and Reserve Funds (\$000s)	As at Dec 31, 2022	As at May 31, 2023	Forecasted Dec 31, 2023	Surplus/ (Deficit) to Budget
Stabilization				
Tax Rate Stabilization	\$8,428	\$7,507	\$7,461	\$(554)
Severe Weather	2,063	2,063	2,063	140
Building Rate Stabilization	13,829	14,160	12,930	(3,916)
Subtotal	\$24,319	\$23,730	\$22,454	\$(4,330)
Corporate Use Reserves				
Insurance and Legal Matters	\$7,427	\$7,670	\$7,681	\$148
Per Unit Development Processing Fee	1,197	1,127	1,461	(1,837)
WSIB	4,789	5,077	5,077	519
Subtotal	\$13,413	\$13,874	\$14,219	\$(1,170)
Infrastructure Non Growth				
Infrastructure Renewal - Roads & Structures	\$35,719	\$33,333	\$41,204	\$7,249
Infrastructure Renewal - Stormwater	4,615	3,704	3,704	-
Infrastructure Renewal - Recreation, Facilities, Other	11,379	13,706	15,036	818
Information Technology	3,684	3,285	3,408	26
Studies and Other Non Growth Capital	452	1,648	1,648	-
Vehicles and Equipment Replacement	7,102	9,437	9,490	27
Canada Community-Building Fund	5,406	5,398	533	-
Ontario Lottery Corporation Proceeds	11,607	4,194	8,702	1,365
Subtotal	\$79,964	\$74,705	\$83,724	\$9,485
Infrastructure Growth				
Growth Capital - Other	\$3,313	\$3,288	\$3,538	\$309
Capital Provision	7,331	6,360	10,087	(4,375)
Payment-in-Lieu of Land Conveyance	20,792	21,700	22,235	1,628
Cash-in-lieu of Parking	343	343	350	2
Development Charges (Note 1)	29,460	36,181	60,306	-
Post Period Capacity	(383)	(390)	(507)	9,116
Subtotal	\$60,856	\$67,482	\$96,009	\$6,681
Program Specific				
Property Transactions	\$16,083	\$14,784	\$15,320	\$(1,328)
Provincial Gas Tax	1,095	1,097	1,119	8
Election	28	253	253	-
Aggregate Permit Fees	194	194	195	0
Seniors' Fundraising	76	-	76	-
Arts Programming	11	11	11	5
Mayor's Legacy Fund	96	96	98	1
Subtotal	\$17,583	\$16,436	\$17,073	\$(1,314)
Board, Committee & Other				
Library Tax Rate Stabilization	\$546	\$546	\$546	\$(121)
Library Capital Infrastructure	1,431	1,397	1,397	157
DBIA Surplus	248	218	218	87
Provincial Government Transfer	432	1,587	0	0
Subtotal	\$2,657	\$3,748	\$2,162	\$124
Total Reserve and Reserve Funds	\$198,791	\$199,974	\$235,641	\$9,475

Note 1: Includes Development Charge Exemptions.



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: July 17, 2023

Report No: CORS-038-23

Subject: 2023 User Fee By-law Update

Recommendation: THAT the changes to user fees, as outlined through staff report CORS-038-23, be received;
THAT the proposed User Fee By-law 058-2023 be considered for approval.

EXECUTIVE SUMMARY

- User fees and charges (excluding Building Permit Fees which are covered under a separate By-law and certain fees which are transferred to reserve as received) account for \$28.1 million of the 2023 approved budget and serve as an important tool to recover costs directly from those benefiting from Town services and mitigate pressure on the property taxes.
- Many of the Town's fees are proposed to be inflated by the Municipal Price Index (MPI) for expenditures estimated at 5.11%, beginning in the year 2024. This is expected to result in additional revenue that will offset approximately 1.53% increase in property taxes.
- Where notable changes other than MPI are being proposed, a brief summary is provided in this report with a full list of changes included as Appendix B.

REPORT

Background

The Town currently maintains two user fee bylaws. Building permit fees are identified separately from other Town fees through Building User Fee By-law No. 081-2022 in order to facilitate meeting requirements specific to the Building Code Act. This report is addressing all other Town user fees which are currently identified in User Fee By-law No. 082-2022.

User fees, excluding building permit fees, are governed by multiple statutes. For municipal services where no specific statutory authority is provided, such as community services, licensing, etc., municipalities have the ability to impose fees and charges under Part XII

Background

(s. 391) of the Municipal Act. The Town's statutory authority for imposing planning application fees is provided under Section 69 of the Planning Act.

User fees and service charges are an important source of revenue for the Town, representing \$28.1 million of revenue in the 2023 budget. User fees are an effective method of ensuring that the users of a service assist in cost recovery, thereby mitigating a portion of the pressure on property tax rates. The Town is proactive in its approach to cost recovery through user fees by annually reviewing all rates and adjusting for inflation, changing legislation and market conditions where possible.

Periodically, a comprehensive full costing of services and review of fees is also performed, including an activity based costing exercise and benchmarking. The most recent Comprehensive User Fee Study was completed in 2022 in association with Watson and Associates Economist Ltd. where all Town rates and fees, excluding Recreation, Facility and Transit fees, were reviewed and updated fees were approved by Council through CORS-058-22. Internal reviews of Recreation and Facility fees were completed in both 2017 (CORS-046-17) and 2018 (CORS-046-18). A capital project has been approved to undertake a comprehensive review and update of user fees for Recreation and Facility fees which is expected to take place during this term of Council. Transit fees are being reviewed in 2023 as part of the ongoing Transit Service Review and Master Plan Update project which will provide long term recommendations on fee structures for Transit service.

Since 2008, the Town has used a customized Municipal Price Index (MPI), to better account for how inflation pressures can impact spending. The MPI is an inflationary index based specifically on the mix of goods and services purchased by the Town calculated as a weighted average of price increases for each component in the Town's budget and has been developed in accordance with Government Finance Officers Association (GFOA) best practices. The 2024 MPI for expenditures has been calculated at 5.11% (see Appendix A).

Discussion

A primary principle followed by the Town in setting user fees is that those who benefit from a service should contribute to the cost of that service. In many cases the Town's user fees are set to recover the full cost of providing the applicable services. However, when setting fees, consideration is given to whether the service provides a community-wide versus individual benefit, the capacity of the user to pay, competitive market conditions, demand for services and limits set by Town policy objectives or other legislative requirements on pricing. Recreation fees in particular are based on a set of influencing factors intended to support the strategic goals of the Town and are set in order to provide a range of low cost (affordable) programs and services as well as those that will recover a range of full costs associated with their offering. The Town also offers a recreation fee assistance program to provide additional access to recreation through financial assistance to those in need.

Discussion

Proposed Changes to User Fees

Staff recommend applying an inflationary increase to user fees at the MPI rate, projected at 5.11% for 2024, to many fees. The annual application of MPI to the user fees ensures that cost recovery ratios are maintained. Every three to five years a comprehensive review of user fees is undertaken which includes a detailed costing review and market comparison. Through this process fees are re-aligned as necessary to reflect changes in costing or market conditions.

The following sections identify notable proposed changes to the user fee by-law that differ from an MPI-based increase. A comprehensive list of all proposed changes to the by-law including commentary for fees that have not been adjusted for inflation is summarized in Appendix B. In some cases, various fees were rounded to the nearest nickel, quarter, dollar, etc. to facilitate cash handling.

Recreation Programs

Reductions in certain Aquatic Leadership Program fees ranging from 24% to 46% are being proposed, which would be applicable to Town of Milton residents only. The programs impacted include certifications for Bronze Medallion, Bronze Cross, Lifesaving/Swim Instructor and National Lifeguard. The rationale for these reductions is part of an Aquatic Staffing Initiative to encourage more interest from residents to become Lifeguards and Swim Instructors. It currently costs an individual over \$1,300 to be certified as a Lifeguard/Swim Instructor and the reduced fees will bring the cost under \$1,000 making employment in aquatics more attainable to members of the community particularly youth and lower income families. The reduction in revenue from leadership programs is expected to be offset by an increase in staff resources allowing for additional Learn to Swim spaces to be offered each session.

Various fees are recommended to remain fixed due primarily to market factors. They include, Seniors' Activity Centre Memberships, and Personal Training Private Sessions, Older Adult drop in single visit passes and miscellaneous fees such as Replacement Cards at the walking track, late pick up and wristband replacements.

Facilities and Parks

Staff recommend a new fee be added, effective September 2023, to recover costs related to time spent by the Head Technician at the FirstOntario Art Centre Milton in support of events.

Certain fees such as box office and piano use charges have been increased above MPI to achieve a greater level of cost recovery. Various other changes have been made that include minor wording adjustments to provide greater clarity.

Discussion

Advertising

To encourage activity, staff recommend publication advertising fees remain at the current level. These include Community Services Guide Advertising, Milton Seniors' Activity Centre Activity Guide, and FirstOntario Arts Centre Milton Season Program.

Licensing Services/Enforcement

As reported through Council Report CORS-033-23, new and adjusted fees have been incorporated into the User Fee By-law related to Taxi/Limo Broker and Transportation Network Companies effective August 1, 2023.

A new fee has been included to recover the cost of responding to requests for wildlife service on private property, as further discussed through Council Report CORS-040-23.

MEV Innovation Centre

Fees related to the MEV Innovation Centre involve a combination of those that are adjusted with MPI as well as those that are recommended to remain at existing levels in order to maintain the fees at a competitive rate relative to comparable Innovation centres.

Corporate Services

Various fees related to Corporate Services involve a combination of those that are adjusted with MPI as well as those that are recommended to remain at existing levels and only be updated at the time of a comprehensive review and costing exercise. Various other changes have been made that include minor wording adjustments to provide greater clarity.

Engineering

Both the Encroachment Agreement Processing fee and Encroachment Agreement Rental fee have been increased beyond MPI to reflect the second year of a three year phase-in strategy identified through CORS-058-22 to bring the fees closer to full cost recovery.

A new fee for Locate Services is proposed to recover costs related to locating underground infrastructure such as stormwater and streetlights in unassumed subdivisions.

Planning

Reflecting legislative changes within Bill 23: More Homes Built Faster Act, the Site Plan Agreement Fee and the Site Plan Approval-Residential Base Fee related to "Character

Discussion

Areas” will be discontinued as residential developments with 10 or fewer dwelling units are exempt from site plan control.

The Minor Variance Type 2 fee has been increased above the rate of MPI to reflect the second year of a three year phase-in strategy identified through CORS-058-22 to bring the fee closer to full cost recovery.

Development

A reduction to the Per Unit Processing fee from \$553 to \$486 is recommended based on the most current forecasting of expected building unit applications relative to the cost of the non-planning staff time in administering those applications and projections of the Per Unit Processing Reserve Fund balance over the next ten years.

Transit

Transit fares are collected to help mitigate the costs of operating and maintaining reliable transit services, balancing the proportion of municipal subsidy and passenger contribution. Staff have also conducted an environmental scan of GTHA system fares to compare and contrast pricing, concessions and associated fare programs. Fare adjustment recommendations herein incorporate aspects of practicality, affordability, fairness and financial sustainability.

COVID-19 Recovery

The COVID-19 pandemic contributed to lower travel demand on Milton Transit services. However, it also provided an opportunity for the Town to spearhead fare initiatives that support long-term service recovery, sustainability, resiliency and customer loyalty. Council approved the following Fare Policy changes (ES-008-20):

- Introducing a two-hour Transfer Policy (permitting stopovers and return trips)
- Introducing a no-fare Child concession (12 years and under ride free)

The Town also implemented a mobile/e-ticketing fare payment alternative via Token Transit in September 2020, to broaden the availability of fare media to customers. To date, the Token Transit adoption rate has been vast, with more than 81% of all fare sales completed through the platform in Q1 of 2023. These changes have provided foundational support to rebuild ridership and align services. Milton Transit has also implemented a number of recent service improvements, including:

Discussion

- Launch and growth of OnDemand services (2021-22)
- Launch of 21 Steeles route (in partnership with Halton Hills), providing service to Mississauga and connections with MiWay, Brampton Transit (2022)
- Formalization on specialized transit connections with Halton Hills Activan, Peel TransHelp (2022)

Transit fares were held static over the last two (2) years to support ridership recovery from pandemic impacts. Over that time, ridership on all Milton Transit services has recovered to 81% of pre-pandemic levels (COMS-003-23), and has surpassed 95% in Q2 of 2023. As such, there is an opportunity to re-evaluate fare pricing to align with recent service improvements and help offset inflationary components of service delivery, such as increases in labour, vehicle maintenance and fuel costs.

2024 Fare Adjustment

Milton Transit fares and concession pricing have been reviewed to assess the competitive market balance between available services, affordability, municipal subsidy and ridership recovery. As a result, staff are recommending a 7% average price increase across all cash and concession fares, effective January 1, 2024. The fare increase will apply to conventional, specialized (Milton access+) and OnDemand services as per fare parity compliance with the Integrated Accessibility Standards Regulation (IASR 191-11), AODA. Milton Transit charter rates will also be increasing by 7% to \$155.00 per hour, per bus.

Even with proposed increases, Milton Transit remains one of the most affordable transit systems in the GTHA. Continued concession discounts on tickets and passes provide further affordable options for frequent travelers, while increasing opportunities to instill loyalty for those who travel less frequently. The Subsidized Passes for Low Income Transit (SPLIT) program, subsidized by Halton Region, continues to be an integral channel to provide affordable fares to registered clients at or below the Low Income Cut Off (LICO). Through this program all Adult, Youth and Senior concessions are discounted at 50% the regular price. Staff continue to promote this means-based approach as it fulfills a need to mitigate the financial barriers associated with the cost of accessing transit services.

Semester Pass:

To support the launch of post-secondary programming for Conestoga students in 2024, staff are recommending the introduction of a four (4) month Semester Pass. The purpose of a Semester Pass is to provide full-time students with an affordable and convenient transit solution that meets their needs throughout an entire academic term. By providing a



Discussion

cost-effective alternative to individual tickets or monthly passes, the Semester Pass aims to make transit more accessible and equitable for students from diverse socioeconomic backgrounds. This initiative also aims to enhance mobility and connectivity within the campus community, enabling students to attend classes, engage in extracurricular activities and explore the Town.

The Semester Pass will be available through the Token Transit platform as a mobile fare payment solution. The Semester Pass will also be a precursor to the long term development of a U-Pass program with both Conestoga and Laurier post-secondary institutions. The 2024 price of a Semester Pass is \$273.00, which is 75% of the cost of four (4) Adult monthly passes.

Next Steps

The scope of work for the Milton Transit Service Review and Master Plan Update includes a review of current fare policy, structure, concessions and products (COMS-002-23). The study will provide long term recommendations and projections for future fare adjustments, and subsequent impacts on ridership and passenger revenue.

Town Wide

Town wide fees are generally recommended to remain at existing levels and only be updated at the time of a comprehensive review and costing exercise.

Financial Impact

The revised fees will be incorporated into the 2024 budget. Increases in fees will assist in mitigating pressure on the property tax rate and are expected to generate revenues in an amount that will offset an approximate 1.53% increase in property taxes for 2024.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Jennifer Kloet, CPA, CA

Phone: 905-878-
7252 Ext. 2216



Attachments

Appendix A - Municipal Price Index

Appendix B - Summary of Proposed Changes (excluding MPI) to User Fee By-law 058-2023

Appendix C - Draft User Fee By-law 058-2023

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

Municipal Price Index for 2024						
	2023 Budget	% of 2023 tax supported Budget	Price Index	Weighted	Source	2024 Estimate
Salaries	51,075,997	34.60%	2.55%	0.88%	Market Adjustment, Contract Increases, Minimum wage increase	52,378,390
Benefits	13,412,858	9.09%	5.32%	0.48%	Various (OMERS, Manulife, Green Shield, AIG, etc.)	14,126,930
Hydro	3,084,650	2.09%	4.80%	0.10%	Milton Hydro	3,232,713
Hydro - Streetlighting	824,736	0.56%	4.80%	0.03%	Milton Hydro	864,323
Water	791,019	0.54%	4.10%	0.02%	Region of Halton	823,451
Natural Gas	1,024,907	0.69%	4.68%	0.03%	Bank Commodity Forecasts, CPI and Regulatory impacts	1,072,865
Insurance	1,280,641	0.87%	10.00%	0.09%	Estimated Increase	1,408,705
Roads	605,420	0.41%	6.20%	0.03%	Asphalt Cement Price Index, MTO	642,960
Fleet Costs						
Fuel	1,942,649	1.32%	-6.46%	-0.09%	Bank Commodity Forecasts, CPI and Regulatory impacts	1,817,121
Repairs	1,637,068	1.11%	2.30%	0.03%	CPI	1,674,721
Licencing	83,809	0.06%	2.30%	0.00%	CPI	85,737
Transfer to Reserves	40,535,311	27.46%	11.10%	3.05%	Various (Stats Can Quarterly Construction Price Index, CPI)	45,033,672
Purchased Goods and Services	29,276,249	19.83%	2.30%	0.46%	CPI	29,949,603
Financial Expenditures	2,039,018	1.38%	0.66%	0.01%	Forecasted Tax Rate Change, Other	2,052,518
TOTAL EXPENSES	147,614,332	100.00%		5.11%		\$155,163,709
User Fees and Service Charges	(28,146,677)		5.11%		MPI (excluding Revenue Impacts)	(29,586,171)
Regional Recovery and Chargebacks	(7,055,602)		2.30%		CPI	(7,217,881)
Contribution from Capital	(6,000,080)		2.96%		Index of Non Union Salaries and Benefits	(6,177,889)
Investment and Interest Income	(6,850,317)		0.00%			(6,850,317)
Taxation and Payments in Lieu	(4,344,759)		5.50%			(4,583,721)
Grants, Other Recoveries and Donatio	(2,249,104)		0.00%			(2,249,104)
Contributions from Reserves and	(4,955,474)		0.00%			(4,955,474)
TOTAL REVENUES	(59,602,013)					(61,620,556)
Tax Levy	88,012,319					\$93,543,153
2024 MPI						6.28%

As at April 2023, projections from the Bank of Canada's Monetary Policy Report forecast the Statistics Canada Consumer Price Index (CPI) increasing by 2.3% in 2024. While CPI can be a good proxy for general cost inflation it does not align with cost pressures faced by a municipality. CPI includes measures such as housing, food and transportation which does not reflect the typical basket of goods and services acquired annually by the Town, nor does it consider the significant level of investment in capital infrastructure spending or the impact of flat-lined revenue sources such as grants, investment income and most transfers from reserve.

To account for the differences and more accurately reflect the inflationary pressures facing the Town a customized Municipal Price Index (MPI) has been developed and has been in use since 2008. The MPI is an inflationary index based specifically on the mix of goods and services purchased by the Town calculated as a weighted average of price increases for each component in the Town's budget and has been developed in accordance with Government Finance Officers Association (GFOA) best practices.

Total Expenses and Revenues are \$36.6 million lower than the approved 2023 Operating Budget due to the exclusion of flow through transactions that do not impact the tax levy and therefore are not relevant to MPI. The exclusions include General Government and Interfund transfers, Building Services, Hospital Expansion and reallocated expenses and revenues that have no bottom line impact.

2024 User Fee Bylaw Update
Appendix B – Summary of Proposed Changes (excluding MPI) to User Fee Bylaw 058-2023

Schedule	Fee(s)	Recommendation
Recreation (Table A-1 of Schedule 'A')	Aquatic Leadership Programs	Reductions in fees ranging from 24% to 46% are being proposed for certain Aquatic Leadership Programs which would be applicable to Town of Milton residents only. These include programs resulting in certifications for Bronze Medallion, Bronze Cross, Lifesaving/Swim Instructor and National Lifeguard. The rationale for these reductions is part of an Aquatic Staffing Initiative to encourage more interest from residents to become Lifeguards and Swim Instructors. The reduction in revenue from leadership programs is expected to be offset by an increase in staff resources allowing for additional Learn to Swim spaces to be offered each session.
	Older Adult	Drop-in A (Not Instructed) fees as well as General Interest D and E fee have been increased by 11% to better align with other comparable fees.
	Cycling Track Programs	A housekeeping amendment is being made to remove from the By-law all registered programs, drop in fees, specialty training, memberships and equipment rentals associated with track cycling to reflect the fact that, several years ago, the Town transferred the responsibility for the delivery of these programs to the National Cycling Institute of Milton.
	Personal Training: Semi-Private	To align with demand, fees have been increased to allow for up to 3 people per semi-private personal training session, instead of the previous allowance of 2 people.
	Active Living Passes	It is recommend the Adult:10 Visit Pass, Youth/Older Adult:10 Visit Pass and Student Summer Pass, be discontinued based on low uptake and to align with pass structures across all Town offerings, and the 30-Day and Annual Pass be combined to include Youth, Student and Older Adult for consistency.
	Holiday Coupon Book	Fee has been adjusted by \$1 per book to align with the associated drop-in rates and provide the program with better cost recovery.
	Various	Various fees are recommended to remain fixed due primarily to market factors. They include Personal Training - Private Sessions, Seniors' Activity Centre Memberships, Older Adult drop in single visit passes and miscellaneous fees such as Replacement Cards at the Walking Track, Late pickup, and Wristband Replacements.
Facilities and Parks (Table B-1 of Schedule 'B')	Holcim Gallery-per week (3 week block booking required)	Recommended that fee increases occur September 1 rather than January 1 going forward to better align with operational requirements and other similar fees.
	Dance Competition	Eliminated 14 hour maximum on Dance Competitions.
	Box Office Charges	Staff recommend a ticket price increase of \$0.25 to \$4.25 effective September 1 2024.
	Piano - per use (including tuning)	An increase in the piano use fee from \$210 to \$270 is recommended to recover the full cost of piano tuning.

2024 User Fee Bylaw Update Appendix B – Summary of Proposed Changes (excluding MPI) to User Fee Bylaw 058-2023		
Schedule	Fee(s)	Recommendation
Facilities and Parks (Table B-1 of Schedule 'B')	Merchandise Table & Other Fees at FirstOntario Art Centre	Recommended that fee increases occur September 1 rather than January 1 going forward to better align with operational requirements and other similar fees.
	Labour Charges	Recommended that fee increases occur September 1 rather than January 1 going forward to better align with operational requirements and other similar fees.
	Head Technician	Staff recommend a new fee be added effective September 2023 to recover the cost of a head technician when required for rentals.
	Park Rental Fees	The cost of park rental services has increased which is reflective of increased staffing costs associated with facilitating, operating and maintaining rentals to ensure customer satisfaction. A 10% increase in park rental fees is being recommended to recover a portion of the increased costs.
	Various	Various fees are recommended to remain fixed due primarily to market factors. They include ticketing set up fees, video recording, projectors, fitness instructors required for events, along with Art Exhibition Administration charges and deposits associated with Park rentals.
Advertising (Table C-1 of Schedule C)	Publication Advertising Fees	To encourage advertisement, staff are recommending publication advertising fees remain fixed. These include Community Services Guide, Milton Seniors' Activity Centre Activity Guide, FirstOntario Arts Centre Milton Season Program, Ticket and Poster Advertising Fees.
Licensing Services/ Enforcement (Table E-1 of Schedule E)	Taxicab and Rideshare Fees	Monthly fees, i.e a pro-rated annual fee, will no longer be available for taxi, limo or ride share licenses. These licenses will be subject to an annual fee only.
	Taxi Driver Test and Taxi Driver Study and Application Package	As approved through staff report CORS-033-23, these fees are being discontinued effective August 1.
	Taxi/Limo/Transportation Network Company Broker License / Renewal	As approved through staff report CORS-033-23, the broker license fee will now be applicable to transportation network companies in addition to taxi and limo companies.
	Taxi/Limo Driver and Owner License/Renewal	Fees have been reduced as result of the elimination of staff safety inspections. The Town will rely on vehicle safety information from the Ministry of Transportation, as approved through staff report CORS-033-23.
	Transportation Network Company (TNC) License/Renewal	As approved through staff report CORS-033-23, a new license fee has been added effective August 1, 2023 which is intended to recover time for staff involved in auditing TNC driver information to ensure compliance with the Vehicle for Hire By-law.
	Wildlife Services	A new fee is being recommended to recover the cost of responding to requests for wildlife service on private property, as further discussed in staff report CORS-040-23.

2024 User Fee Bylaw Update Appendix B – Summary of Proposed Changes (excluding MPI) to User Fee Bylaw 058-2023		
Schedule	Fee(s)	Recommendation
Licensing Services/ Enforcement (Table E-1 of Schedule E)	Online Parking Ticket Payment Service Charge	This surcharge is set by the parking ticket online payment company. The fee was increased to \$2.20 effective May 1, 2023.
	Various	Various other fees have been adjusted at a rate slightly above or below MPI to facilitate rounding of fees for purposes of advertising and ease of payment.
MEV Innovation Centre (Schedule G)	Various	Various fees are recommended to remain at existing levels in order to maintain the fees at a competitive rate relative to comparable Innovation centres.
Corporate Services (Table H-1 of Schedule H)	Tax Overdue Notice Issuance	House keeping adjustment to reference that the fee is applicable to balances equal to or greater than \$100 in line with current practice.
	Various	Many of the fees have remained fixed and any fees that are increasing above MPI are due to rounding to nearest dollar.
Fire Services (Table I-1 of Schedule I)	Smoke Alarm	The Smoke Alarm fee was removed and replaced by a combined Smoke/Carbon Monoxide Alarm to align with current practice.
Engineering Services (Table J-1 of Schedule J)	Banner Program: Reimbursement of banner installation costs	The fee has been discontinued as this service is no longer provided by the Town contractor.
	Encroachment Agreement - Processing and Rental Fees	Proceeding with second year of a three year phase-in approved through CORS-058-22 to bring the encroachment agreement fees closer to full cost recovery.
	Locate Services for Underground Infrastructure	Staff are recommending a new fee, effective July 18, 2023 to recover costs related to the Town locating services for underground infrastructure such as stormwater and streetlights within unassumed subdivisions.
	Various	Various other fees have been adjusted at a rate slightly above or below MPI to facilitate rounding of fees for purposes of advertising and ease of payment.

2024 User Fee Bylaw Update Appendix B – Summary of Proposed Changes (excluding MPI) to User Fee Bylaw 058-2023		
Schedule	Fee(s)	Recommendation
Planning Services By-law (Table K-1 of Schedule K)	Minor Variance Type 2	Proceeding with second year of a three year phase-in approved through CORS-058-22 to bring the minor variance type 2 fee closer to full cost recovery.
	Site Plan Agreement and Application Fees (Character Area)	These fees have been discontinued in alignment with Bill 23: More Homes Built Faster Act, whereby residential developments with 10 or fewer dwelling units are exempt from site plan control.
Development (Table L-1 of Schedule L)	Per Unit Processing Fee	A reduction to the per unit processing fee from \$553 to \$486 is recommended based on the most current forecasting of expected building unit applications relative to the cost of the non-planning staff time in administering those applications and projections of the Per Unit Processing Reserve Fund balance over the next ten years.
	Winter Maintenance - Sidewalk/Multi-Use Path	To reflect current practice, a housekeeping amendment is being made to reference multi-use paths as well as sidewalks in relation to the fees charged to recover winter maintenance activities undertaken by the Town on behalf of developers.
Transit (Schedule M)	Post Secondary Pass	To support the launch of post-secondary programming for Conestoga students in 2024, staff are recommending the introduction of a four (4) month Semester Pass. The 2024 price of a Semester Pass is \$273.00, which is 75% of the cost of four Adult monthly passes.
	Transit Fares	A 7% increase in all cash and concession fares is being recommended effective January 1, 2023 to be applied to conventional, specialized and OnDemand services. Milton Transit charter rates will also be increasing by 7% to \$155.00 per hour, per bus.

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 058-2023

BEING A BY-LAW TO ESTABLISH AND REQUIRE PAYMENT OF VARIOUS RATES, FEES AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY AND TO REPEAL ALL PREVIOUS USER FEE BY-LAWS PASSED PRIOR TO JULY 17, 2023, INCLUDING BUT NOT LIMITED TO BY-LAW 082-2022, EXCLUDING BUILDING USER FEE BY-LAW 081-2022

WHEREAS pursuant to section 69(1) of the *Planning Act*, R.S.O. 1990, c.P.13, the council of a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality in respect of the processing of each type of application provided for in the tariff;

WHEREAS pursuant to section 391 of the *Municipal Act 2001*, S.O. 2001, c.25, a council of a municipality may pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it and for the use of its property, including property under its control;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. **THAT** the rates and fees for various municipal services be established as set out in Schedules attached hereto and forming part of this by-law.

Schedule 'A' – Recreation Programs

Table 'A-1' – Recreation Programs Fees Table

Schedule 'B' – Facilities and Parks

Table 'B-1' – Facilities and Parks Fees Table

Schedule 'C' – Advertising and Sponsorship

Table 'C-1' – Advertising and Sponsorship Fees Table

Schedule 'D' – Reciprocal Agreement Fees Table

Schedule 'E' – Licensing Services/Enforcement

Table 'E-1' – Licensing Services/Enforcement Fees Table

Schedule 'F' – Clerks

Table 'F-1' – Clerks Fees Table

Schedule 'G' – MEV Innovation Centre

Table 'G-1' – MEV Innovation Centre Fees Table

Schedule 'H' – Corporate Services Fees

Table 'H-1' – Corporate Services Fees Table

Schedule 'I' – Fire Services

Table 'I-1' – Fire Services Fees Table

Schedule 'J' – Engineering Services Fees

Table 'J-1' – Engineering Services Fees Table

Schedule 'K' – Planning Services
Table 'K-1' – Planning Services Fees Table
Schedule 'L' – Development Fees
Table 'L-1' – Development Fees Table
Schedule 'M' – Transit
Table 'M-1' – Transit Fees Table
Schedule 'N' – Town Wide Services
Table 'N-1' – Town Wide Services Fees Table

2. **THAT** the rates and fees for 2023 as set forth in the Schedules attached hereto shall come into effect on the date or dates as specified within the Schedules and remain in effect to the date or dates as specified within the Schedules.
3. **THAT** the rates and fees for 2024 as set forth in the Schedules attached hereto shall come into effect on the date or dates as specified within the Schedules.
4. **THAT** all previous user fee by-laws passed prior to July 17, 2023, including but not limited to by-law 082-2022 be repealed, excluding Building User Fee By-law 081-2022.
5. **THAT** interest be added to rates, fees and charges, including any collection costs, that are due and unpaid after 30 days at the rate of 1.25% per month.
6. **THAT** the acceptable methods of payment will be in accordance with the Town of Milton Accounting policies and the Chief Financial Officer/Treasurer, or designate, be authorized to adjust the methods of payment as appropriate.
7. **THAT** *certified payment* shall include Money Order, Bank Draft or Certified Cheque, in a form acceptable to the Treasurer.
8. **THAT** the Chief Financial Officer/Treasurer be authorized to amend the tax treatment of rates and fees to reflect changes in Legislation.
9. **THAT** no request by any person for any information, service or activity described in the Schedules will be processed or provided unless and until the person requesting the information, service or activity has paid the applicable fee in the prescribed amount as set out in the Schedules attached to this By-law.
10. **THAT** should any part of this By-law, including any part of the Schedules, 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 the Schedules, as applicable, shall continue to operate and to be in force and effect.

8. **THAT** By-law No. 058-2023 shall come into effect on the date it is passed.
9. **THAT** should any of the provisions contained herein conflict with any other by-law, the provisions of By-law 058-2023 shall be taken as correct.

PASSED IN OPEN COUNCIL ON JULY 17, 2023

Gordon A. Krantz

Mayor

Meaghen Reid

Town Clerk

SCHEDULE 'A' TO BY-LAW NO. 058-2023
Recreation Programs

In addition to the other clauses of this By-law, the following paragraphs also apply to Recreation Program fees as defined in this By-law:

1. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to prorate program fees for variations in program lengths, determine appropriate age ranges for programs, and timelines associated with cancellation fee charges referencing industry best practices in these areas.
2. **THAT** the Director, Recreation & Culture or designate be authorized to offer passes/coupons or a fee waiver associated with the following circumstances -
 - a) To promote/market a specific program to a targeted audience
 - b) To promote activities associated with unique events or proclamations (e.g. June is Recreation and Parks Month)
 - c) To reduce or waive fees when a customer's expectations have not been met
3. **THAT** all 10 and 30 visit passes have an expiry date of one (1) year from time of purchase.
4. **THAT** 30-day memberships have an expiry date of thirty (30) day from the date of purchase, 90-day memberships have an expiry date of ninety (90) days from the date of purchase; and annual memberships expire one (1) year from the date of purchase.
5. **THAT** the Group rate for all Drop-In Programs admits up to four (4) persons, with a minimum of one (1) adult and a maximum of (2) adults.
6. **THAT** the Additional Group Member fee is only available to additional group members processed under the same transaction. Group is a minimum of one (1) adult, maximum of two (2) adults.
7. **THAT** the Drop-In Single Visit, 10 and 30 Visit Passes and Annual Passes cannot be used for admission to Specialty Drop-In Programs that are listed separately on the rates and fees schedules.
8. **THAT** a preschool participant must be accompanied to all drop-in programs, excluding the Pre-School Drop-Off program, with a paying individual designated as having guardianship over the participant.
9. **THAT** 10 Visit Passes can only be used by the pass holder.

10. **THAT** an 8% premium be charged on annual cycling program memberships being purchased through monthly installment payment plans.
11. **THAT** ICAN (Integrated Care for Assisted Needs) participants register for the program of their choice and pay the approved fees associated with the program.
12. **THAT** the fees for birthday party packages do not include the required facility booking insurance fees that will be recovered at 100% of cost.
13. **THAT** registration for non-residents, defined as a participant who is residing in a dwelling that does not pay property taxes to the Town of Milton, commence no sooner than 48 hours after registration opens for residents.
14. **THAT** the Town of Milton has the right to alter, including but not limited to program time, location, fee and instructor, or to cancel programs as deemed necessary. In such situations, registrants will receive a full credit or refund of their registration fees.
15. **THAT** the Town will not issue customer requested refunds in the form of cheques for amounts less than \$30. In such situations, the refund amount will remain as a credit on the customer's account.
16. **THAT** if a virtual option for a program is offered, it will be at a 10% to 20% discount of the in-person equivalent fee. The fee will be discounted 10% if a Moderator is required and 20% if a Moderator is not required.
17. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to establish program fees for new or modified programs in accordance with the policy framework for establishing fees for Community Services programs and facility rentals.

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
INCLUSION PROGRAMS								
Drop-in Inclusion (per visit)								
Child & Youth Inclusion (not instructed): Single Admission	T	\$ 4.07	Sep 1, 2022	\$ 4.25	Sep 1, 2023	\$ 4.47	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth Inclusion (not instructed): 10 Visit	T	\$ 36.63	Sep 1, 2022	\$ 38.25	Sep 1, 2023	\$ 40.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Sensory Time (all ages): Single Admission	T	\$ 5.44	Sep 1, 2022	\$ 5.62	Sep 1, 2023	\$ 5.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialized Programs for Adults: Single Visit	T	\$ 5.00	Sep 1, 2022	\$ 5.18	Sep 1, 2023	\$ 5.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialized Programs for Adults: 10 Visit	T	\$ 45.00	Sep 1, 2022	\$ 46.62	Sep 1, 2023	\$ 48.96	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim and Gym (Child & Youth) program	T	\$ 13.90	Sep 1, 2022	\$ 14.87	Sep 1, 2023	\$ 17.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
AQUATICS								
Adult Swimming Lessons (per hour)								
Adult Group Lessons	T	\$ 22.25	Sep 1, 2022	\$ 23.14	Sep 1, 2023	\$ 24.32	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Private	T	\$ 91.83	Sep 1, 2022	\$ 95.50	Sep 1, 2023	\$ 100.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Semi-Private	T	\$ 45.91	Sep 1, 2022	\$ 47.75	Sep 1, 2023	\$ 50.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Family Group Lesson (5 maximum, minimum 1 adult)	T	\$ 58.80	Sep 1, 2022	\$ 61.15	Sep 1, 2023	\$ 64.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquatic Leadership Programs (per course)								
Aquatic Safety Inspector (8 Hours)	T	\$ 265.37	Sep 1, 2022	\$ 265.37	Sep 1, 2023	\$ 265.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquatic Supervisor Training	T	\$ 132.89	Sep 1, 2022	\$ 132.89	Sep 1, 2023	\$ 132.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Basic Rescuer CPR (Level C)	T	\$ 53.15	Sep 1, 2022	\$ 53.15	Sep 1, 2023	\$ 53.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Star/Basic First Aid	E	\$ 106.30	Sep 1, 2022	\$ 106.30	Sep 1, 2023	\$ 106.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross/Standard First Aid (non-resident fee)	T	\$ 312.22	Sep 1, 2022	\$ 312.22	Sep 1, 2023	\$ 312.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross/Standard First Aid	T	\$ 283.84	Sep 1, 2022	\$ 151.97	Sep 1, 2023	\$ 151.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross	T	\$ 152.13	Sep 1, 2022	\$ 152.13	Sep 1, 2023	\$ 152.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Emergency First Aid (non-resident fee)	T	\$ 266.18	Sep 1, 2022	\$ 266.18	Sep 1, 2023	\$ 266.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Emergency First Aid	T	\$ 241.98	Sep 1, 2022	\$ 142.41	Sep 1, 2023	\$ 142.41	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion	T	\$ 189.80	Sep 1, 2022	\$ 189.80	Sep 1, 2023	\$ 189.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Bronze Cross/Standard First Aid (non-resident fee)	T	\$ 522.50	Sep 1, 2022	\$ 522.50	Sep 1, 2023	\$ 522.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Bronze Cross/Standard First Aid	T	\$ 475.00	Sep 1, 2022	\$ 294.38	Sep 1, 2023	\$ 294.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving Assistant Instructor	T	\$ 199.48	Sep 1, 2022	\$ 199.48	Sep 1, 2023	\$ 199.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving/Swim Instructor (non-resident fee)	T	\$ 324.51	Sep 1, 2022	\$ 324.51	Sep 1, 2023	\$ 324.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving/Swim Instructor	T	\$ 295.01	Sep 1, 2022	\$ 224.60	Sep 1, 2023	\$ 224.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC Advanced Instructor & Examiner Standards Clinic	T	\$ 77.19	Sep 1, 2022	\$ 77.19	Sep 1, 2023	\$ 77.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC First Aid Instructor	T	\$ 230.59	Sep 1, 2022	\$ 230.59	Sep 1, 2023	\$ 230.59	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
LSSC First Aid/CPR	T	\$ 123.36	Sep 1, 2022	\$ 123.36	Sep 1, 2023	\$ 123.36	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC First Aid/CPR Recertification	T	\$ 73.51	Sep 1, 2022	\$ 73.51	Sep 1, 2023	\$ 73.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC Instructor-Trainer	T	\$ 257.29	Sep 1, 2022	\$ 257.29	Sep 1, 2023	\$ 257.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL) (non-resident fee)	T	\$ 324.51	Sep 1, 2022	\$ 324.51	Sep 1, 2023	\$ 324.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL)	T	\$ 295.01	Sep 1, 2022	\$ 224.60	Sep 1, 2023	\$ 224.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL) Instructor	T	\$ 257.29	Sep 1, 2022	\$ 257.29	Sep 1, 2023	\$ 257.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
NL Recertification	T	\$ 94.12	Sep 1, 2022	\$ 94.12	Sep 1, 2023	\$ 94.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
The Total Lifeguard (Bronze Cross/Standard First Aid, Bronze Medallion/Emergency First Aid and National Lifeguard) (non-resident fee)	T	\$ 797.50	Sep 1, 2022	\$ 797.50	Sep 1, 2023	\$ 797.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
The Total Lifeguard (Bronze Cross/Standard First Aid, Bronze Medallion/Emergency First Aid and National Lifeguard)	T	\$ 725.00	Sep 1, 2022	\$ 518.98	Sep 1, 2023	\$ 518.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Swimming Lessons (per hour)								
Preschool A-E	E	\$ 22.10	Sep 1, 2022	\$ 22.98	Sep 1, 2023	\$ 24.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swimmer 1-3	E	\$ 22.10	Sep 1, 2022	\$ 22.98	Sep 1, 2023	\$ 24.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swimmer 4-6	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Semi-private	E	\$ 40.39	Sep 1, 2022	\$ 42.01	Sep 1, 2023	\$ 44.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Private	E	\$ 78.71	Sep 1, 2022	\$ 81.86	Sep 1, 2023	\$ 86.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Parent and Tot 1-3	E	\$ 20.62	Sep 1, 2022	\$ 21.44	Sep 1, 2023	\$ 22.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim Patrol Rookie/Ranger/Star	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Springboard Diving	E	\$ 15.90	Sep 1, 2022	\$ 16.54	Sep 1, 2023	\$ 17.39	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving Sport	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquafit Membership								
Adult: Annual Membership	T	\$ 470.30	Sep 1, 2022	\$ 489.11	Sep 1, 2023	\$ 514.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Annual Membership	T	\$ 329.22	Sep 1, 2022	\$ 342.39	Sep 1, 2023	\$ 359.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Annual Aquafit Membership (only available in combination with the purchase of an Annual Active Living Pass)		60% Discount	Sep 1, 2022	60% Discount	Sep 1, 2023	60% Discount	Sep 1, 2024	
Aquafit Passes								
Adult: Single Visit Pass	T	\$ 10.71	Sep 1, 2022	\$ 11.15	Sep 1, 2023	\$ 11.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 96.52	Sep 1, 2022	\$ 100.35	Sep 1, 2023	\$ 105.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit Pass	T	\$ 9.69	Sep 1, 2022	\$ 10.09	Sep 1, 2023	\$ 10.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 10 Visit Pass	T	\$ 87.21	Sep 1, 2022	\$ 90.81	Sep 1, 2023	\$ 95.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
ARTS PROGRAMS								
Supplemental Materials & Supplies ¹	T	At Cost	Sep 1, 2022	At Cost	Sep 1, 2023	At Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Registered Programs (per hour)								
Arts Preschool A	E	\$ 8.47	Sep 1, 2022	\$ 8.72	Sep 1, 2023	\$ 9.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Preschool B	E	\$ 9.56	Sep 1, 2022	\$ 9.85	Sep 1, 2023	\$ 10.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Children A	E	\$ 12.16	Sep 1, 2022	\$ 12.52	Sep 1, 2023	\$ 13.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Children B	E	\$ 12.82	Sep 1, 2022	\$ 13.20	Sep 1, 2023	\$ 13.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Youth A	T	\$ 10.82	Sep 1, 2022	\$ 11.14	Sep 1, 2023	\$ 11.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Youth B	T	\$ 12.20	Sep 1, 2022	\$ 12.57	Sep 1, 2023	\$ 13.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult A	T	\$ 10.82	Sep 1, 2022	\$ 11.14	Sep 1, 2023	\$ 11.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult B	T	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult C	T	\$ 12.52	Sep 1, 2022	\$ 12.90	Sep 1, 2023	\$ 13.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshops (per hour)								
Art Workshop - Preschool A	E	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Children A	E	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Children B	E	\$ 13.20	Sep 1, 2022	\$ 13.60	Sep 1, 2023	\$ 14.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Youth A	T	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Youth B	T	\$ 13.20	Sep 1, 2022	\$ 13.60	Sep 1, 2023	\$ 14.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult A	T	\$ 11.62	Sep 1, 2022	\$ 11.97	Sep 1, 2023	\$ 12.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult B	T	\$ 12.52	Sep 1, 2022	\$ 12.90	Sep 1, 2023	\$ 13.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult C	T	\$ 17.16	Sep 1, 2022	\$ 17.67	Sep 1, 2023	\$ 18.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Family A	T	\$ 22.57	Sep 1, 2022	\$ 23.25	Sep 1, 2023	\$ 24.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in Programs (per hour)								
Adult Drop-in Art A	T	\$ 11.02	Sep 1, 2022	\$ 11.38	Sep 1, 2023	\$ 11.99	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Drop-in Art A	T	\$ 4.16	Sep 1, 2022	\$ 4.28	Sep 1, 2023	\$ 4.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Centre Events								
Educational Workshop: Per Student (first 90 minutes)	T/E	\$ 8.03	Sep 1, 2022	\$ 8.27	Sep 1, 2023	\$ 8.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Educational Workshop: Per Student (each additional 30 minutes)	T/E	\$ 1.34	Sep 1, 2022	\$ 1.38	Sep 1, 2023	\$ 1.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Educational Workshop: Supplemental Materials & Supplies and/or Mileage ¹	T	At Cost	Sep 1, 2022	At Cost	Sep 1, 2023	At Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
CHILDREN/YOUTH GENERAL PROGRAMS								
Registered Programs (per course)								
High Five PHCD Course	T	\$ 78.69	Sep 1, 2022	\$ 81.84	Sep 1, 2023	\$ 86.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Registered Programs (per hour)								
Preschool A	E	\$ 10.31	Sep 1, 2022	\$ 10.72	Sep 1, 2023	\$ 11.27	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool B	E	\$ 12.83	Sep 1, 2022	\$ 13.34	Sep 1, 2023	\$ 14.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool C	E	\$ 13.67	Sep 1, 2022	\$ 14.22	Sep 1, 2023	\$ 14.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool D	E	\$ 20.75	Sep 1, 2022	\$ 21.58	Sep 1, 2023	\$ 22.68	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth A	E	\$ 8.79	Sep 1, 2022	\$ 9.14	Sep 1, 2023	\$ 9.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth B	E	\$ 12.79	Sep 1, 2022	\$ 13.30	Sep 1, 2023	\$ 13.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth C	E	\$ 13.90	Sep 1, 2022	\$ 14.46	Sep 1, 2023	\$ 15.20	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth D	E	\$ 17.63	Sep 1, 2022	\$ 18.34	Sep 1, 2023	\$ 19.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth E	E	\$ 20.75	Sep 1, 2022	\$ 21.58	Sep 1, 2023	\$ 22.68	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Workshop - Per Family (Admit 4)	T	\$ 18.79	Sep 1, 2022	\$ 19.54	Sep 1, 2023	\$ 20.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Workshop - Additional Child	T/E	\$ 2.86	Sep 1, 2022	\$ 2.97	Sep 1, 2023	\$ 3.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Registered Programs (per day)								
After School Club - without Transportation	E	\$ 8.02	Sep 1, 2022	\$ 8.34	Sep 1, 2023	\$ 8.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club - with Transportation	E	\$ 13.31	Sep 1, 2022	\$ 13.84	Sep 1, 2023	\$ 14.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club JK/SK - without Transportation	E	\$ 10.02	Sep 1, 2022	\$ 10.42	Sep 1, 2023	\$ 10.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club JK/SK- with Transportation	E	\$ 16.63	Sep 1, 2022	\$ 17.30	Sep 1, 2023	\$ 18.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshops (per hour)								
Youth Workshop	T/E	\$ 9.40	Sep 1, 2022	\$ 9.78	Sep 1, 2023	\$ 10.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in Programs (per session)								
Preschool Drop-off: Single Admission	E	\$ 4.60	Sep 1, 2022	\$ 4.80	Sep 1, 2023	\$ 5.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool Drop-off: 10 Visit	E	\$ 41.40	Sep 1, 2022	\$ 43.20	Sep 1, 2023	\$ 45.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Homeschool Gym Time	E	\$ 5.00	Sep 1, 2022	\$ 5.20	Sep 1, 2023	\$ 5.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Homeschool Gym Time: 10 Visit	E	\$ 45.00	Sep 1, 2022	\$ 46.80	Sep 1, 2023	\$ 49.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camps (per day)								
Camp A	E	\$ 40.34	Sep 13, 2022	\$ 41.95	Sep 1, 2023	\$ 44.10	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camp B	E	\$ 47.69	Sep 13, 2022	\$ 49.60	Sep 1, 2023	\$ 52.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camp C	E	\$ 56.47	Sep 13, 2022	\$ 58.73	Sep 1, 2023	\$ 61.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Partnership Camps/Programs ²	E	100% Cost + 15% - 25% admin fee	Sep 13, 2022	100% Cost + 15% - 25% admin fee	Sep 1, 2023	100% Cost + 15% - 25% admin fee	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
SNAP Camp	E	\$ 58.95	Sep 13, 2022	\$ 61.31	Sep 1, 2023	\$ 64.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training	E	\$ 21.45	Sep 1, 2022	\$ 22.31	Sep 1, 2023	\$ 23.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Extended Care (per hour, per child)	E	\$ 4.52	Sep 13, 2022	\$ 4.70	Sep 1, 2023	\$ 4.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training Camp Materials	E	100% of Cost	Sep 13, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training First Aid CPR Materials	E	100% of Cost	Sep 13, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Neighbourhood Playground (per season)	E	\$ 38.45	Sep 1, 2022	\$ 39.99	Sep 1, 2023	\$ 42.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
OLDER ADULT								
Seniors' Activity Centre Membership (annual)								
Age 55-64	T	\$ 30.97	Sep 1, 2022	\$ 30.97	Sep 1, 2023	\$ 30.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Age 65-84	T	\$ 22.12	Sep 1, 2022	\$ 22.12	Sep 1, 2023	\$ 22.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Age 85+	T	Free	Sep 1, 2022	Free	Sep 1, 2023	Free	Sep 1, 2024	
Discount to Milton Seniors Activity Members for Registered Older Adult Programs		15% Discount	Sep 1, 2022	15% Discount	Sep 1, 2023	15% Discount	Sep 1, 2024	
Registered Programs (per hour)								
Fitness A	T	\$ 5.61	Sep 1, 2022	\$ 5.83	Sep 1, 2023	\$ 6.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness B	T	\$ 6.79	Sep 1, 2022	\$ 7.06	Sep 1, 2023	\$ 7.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness C	T	\$ 8.27	Sep 1, 2022	\$ 8.60	Sep 1, 2023	\$ 9.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest A	T	\$ 5.92	Sep 1, 2022	\$ 6.16	Sep 1, 2023	\$ 6.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest B	T	\$ 6.95	Sep 1, 2022	\$ 7.23	Sep 1, 2023	\$ 7.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest C	T	\$ 8.45	Sep 1, 2022	\$ 8.79	Sep 1, 2023	\$ 9.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest D	T	\$ 1.99	Sep 1, 2022	\$ 1.99	Sep 1, 2023	\$ 2.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest E	T	\$ 3.98	Sep 1, 2022	\$ 3.98	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult A	T	\$ 8.72	Sep 1, 2022	\$ 8.98	Sep 1, 2023	\$ 9.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult B	T	\$ 9.39	Sep 1, 2022	\$ 9.68	Sep 1, 2023	\$ 10.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult C	T	\$ 12.87	Sep 1, 2022	\$ 13.25	Sep 1, 2023	\$ 13.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Partnership Programs	T	100% Cost + minimum 15% admin fee	Sep 1, 2022	100% Cost + minimum 15% admin fee	Sep 1, 2023	100% Cost + minimum 15% admin fee	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Program Materials	T	100% of Cost	Sep 1, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Events/Trips/Lunch Counter	T	At minimum 100% of Cost	Sep 1, 2022	At minimum 100% of Cost	Sep 1, 2023	At minimum 100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in A (Not Instructed)								
Member - Single Visit	T	\$ 1.99	Sep 1, 2022	\$ 1.99	Sep 1, 2023	\$ 2.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Member - 10 Visit Pass	T	\$ 17.92	Sep 1, 2022	\$ 17.91	Sep 1, 2023	\$ 19.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Member - 30 Visit Pass	T	\$ 47.79	Sep 1, 2022	\$ 47.76	Sep 1, 2023	\$ 53.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - Single Visit	T	\$ 3.98	Sep 1, 2022	\$ 3.98	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - 10 Visit Pass	T	\$ 35.84	Sep 1, 2022	\$ 35.82	Sep 1, 2023	\$ 39.78	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - 30 Visit Pass	T	\$ 95.53	Sep 1, 2022	\$ 95.53	Sep 1, 2023	\$ 106.09	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in B (Instructed)								
Member	T	\$ 5.44	Sep 1, 2022	\$ 5.66	Sep 1, 2023	\$ 5.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member	T	\$ 10.84	Sep 1, 2022	\$ 11.28	Sep 1, 2023	\$ 11.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
CYCLING TRACK PROGRAMS								
Registered Cycling Track Programs (per hour)								
Education Seminars - A	T	\$ 18.20	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Education Seminars - B	T	\$ 27.29	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Adult	T	\$ 16.69	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Adult (Women Only)	T	\$ 16.69	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Youth (Ages 10-18)	T	\$ 12.50	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Let's Ride	T	\$ 15.06	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Learn to Ride	T	\$ 18.79	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
NCCP CI Course (per course)	T	\$ 225.63	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Certification A	T	\$ 15.67	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Certification B	T	\$ 20.89	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Race Competency Certification	T	\$ 25.05	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Re-Certification	T	\$ 37.62	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Youth (Ages 10-14)	T	\$ 17.24	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Youth (Ages 15-18)	T	\$ 17.24	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Youth (Under 15)	T	\$ 18.04	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Youth (Under 19)	T	\$ 19.33	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Advanced Training - Youth (Ages 12-18)	T	\$ 19.59	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Adult	T	\$ 22.99	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Adult (Women Only)	T	\$ 22.99	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Adult	T	\$ 25.76	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Advanced Training - Adult	T	\$ 28.37	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Fitness - Adult	T	\$ 21.41	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Private Package (1.5 hrs on track) - per person; minimum 10 people	T	\$ 59.47	Sep 1, 2022	\$ 61.85	Sep 1, 2023	\$ 65.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Silver Private Package (2 hrs on track) - per person; minimum 10 people	T	\$ 111.98	Sep 1, 2022	\$ 116.46	Sep 1, 2023	\$ 122.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gold Private Package (2 hrs on track) - per person; minimum 10 people	T	\$ 565.58	Sep 1, 2022	\$ 588.20	Sep 1, 2023	\$ 618.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Towel Service (per person)	T	\$ 16.10	Sep 1, 2022	\$ 16.74	Sep 1, 2023	\$ 17.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Private Change Room (per event)	T	\$ 536.76	Sep 1, 2022	\$ 558.23	Sep 1, 2023	\$ 586.78	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer Discount on Private Package (June 1 - August 31)	T	20% Discount	Sep 1, 2022	20% Discount	Sep 1, 2023	20% Discount	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 1 hour track session	T	\$ 35.73	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 2 hour track session	T	\$ 56.41	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 3 hour track session	T	\$ 79.91	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Specialty Training Sessions - Adult 1 hour track session	T	\$ 47.63	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Adult 2 hour track session	T	\$ 75.21	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Adult 3 hour track session	T	\$ 106.56	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Racing Fees - Youth 1 hour track session	T	\$ 12.34	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Racing Fees - Adult 1 hour track session	T	\$ 17.32	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike/Shoe/Helmet Rental for Registered Programs (8 week session) *Intro to Cycling and Try the Track include equipment								
Youth/Older Adult	T	\$ 20.05	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult	T	\$ 26.75	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Summer Registered Cycling Track Programs (June, July, August)		50% Discount	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	
Drop-In Track Cycling (per visit)								
Adult: Single Visit Pass	T	\$ 18.45	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 166.06	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 30 Visit Pass	T	\$ 442.83	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit Pass	T	\$ 13.85	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 10 Visit Pass	T	\$ 124.65	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 30 Visit Pass	T	\$ 332.39	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Cycling Memberships								
Adult: Annual Gold Membership	T	\$ 1,181.34	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Silver Membership	T	\$ 826.94	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Bronze Membership	T	\$ 531.60	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Gold Membership (October to March)	T	\$ 1,020.24	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Silver Membership (October to March)	T	\$ 714.17	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Bronze Membership (October to March)	T	\$ 459.11	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Gold Membership (April to September)	T	\$ 322.18	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Silver Membership (April to September)	T	\$ 225.53	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Bronze Membership (April to September)	T	\$ 144.98	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Youth and Older Adult		25% Discount	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	
Discount on Annual Active Living Pass (available to Track Cycling Annual Members)		15% Discount	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

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FITNESS								
Registered Programs (per hour)								
Fitness A	T/E	\$ 7.06	Sep 1, 2022	\$ 7.34	Sep 1, 2023	\$ 7.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness B	T/E	\$ 8.24	Sep 1, 2022	\$ 8.57	Sep 1, 2023	\$ 9.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness C	T/E	\$ 9.41	Sep 1, 2022	\$ 9.79	Sep 1, 2023	\$ 10.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness D	T/E	\$ 10.58	Sep 1, 2022	\$ 11.00	Sep 1, 2023	\$ 11.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness E	T/E	\$ 11.78	Sep 1, 2022	\$ 12.25	Sep 1, 2023	\$ 12.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness F	T/E	\$ 12.94	Sep 1, 2022	\$ 13.46	Sep 1, 2023	\$ 14.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness G	T/E	\$ 18.24	Sep 1, 2022	\$ 18.97	Sep 1, 2023	\$ 19.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Registered Fitness and/or Aquafit Programs (available to Annual Active Living and/or Pass Holders)		50% Discount	Sep 1, 2022	50% Discount	Sep 1, 2023	50% Discount	Sep 1, 2024	
Workshops (per person, per hour)								
Educational Fitness Class Workshop	T	\$ 5.38	Sep 1, 2022	\$ 5.60	Sep 1, 2023	\$ 5.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Workshop	T	\$ 8.95	Sep 1, 2022	\$ 9.31	Sep 1, 2023	\$ 9.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Personal Training (per hour)								
1 One hour session	T	\$ 68.80	Jan 1, 2022	\$ 68.80	Sep 1, 2023	\$ 68.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
3 One hour sessions	T	\$ 66.05	Jan 1, 2022	\$ 66.05	Sep 1, 2023	\$ 66.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
5 One hour sessions	T	\$ 64.67	Jan 1, 2022	\$ 64.67	Sep 1, 2023	\$ 64.67	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
10 One hour sessions	T	\$ 63.50	Jan 1, 2022	\$ 63.50	Sep 1, 2023	\$ 63.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
25 One hour sessions	T	\$ 60.88	Jan 1, 2022	\$ 60.88	Sep 1, 2023	\$ 60.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Personal Training -Semi-Private (per hour, per 2-3 people)								
3 One hour session	T	\$ 65.00	Jan 1, 2022	\$ 92.48	Sep 1, 2023	\$ 92.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
5 One hour sessions	T	\$ 60.00	Jan 1, 2022	\$ 90.54	Sep 1, 2023	\$ 90.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
10 One hour sessions	T	\$ 55.00	Jan 1, 2022	\$ 88.90	Sep 1, 2023	\$ 88.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Active Living Passes								
Active Living Pass (Applicable to Mattamy National Cycling Centre, Milton Leisure Centre, Milton Sports Centre and Sherwood Community Centre)								
Adult: Single Visit	T	\$ 10.71	Sep 1, 2022	\$ 11.15	Sep 1, 2023	\$ 11.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 96.52	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 30-Day Pass		\$ 48.20	Sep 13, 2022	\$ 50.18	Sep 1, 2023	\$ 52.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Pass	T	\$ 420.43	Sep 1, 2022	\$ 437.25	Sep 1, 2023	\$ 459.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit	T	\$ 9.69	Sep 1, 2022	\$ 10.09	Sep 1, 2023	\$ 10.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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RATES AND FEES
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Youth/Older Adult: 10 Visit Pass	T	\$ 87.00	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Student/Older Adult: 30-Day Pass		\$ 43.61	Sep 13, 2022	\$ 45.41	Sep 1, 2023	\$ 47.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Student/Older Adult: Annual Pass	T	\$ 294.33	Sep 1, 2022	\$ 306.10	Sep 1, 2023	\$ 321.75	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Student Summer Pass	T	\$ 100.00	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Corporate/Business Annual Pass Discounts								
Bundle of 5-9 Annual Passes		10% Discount	Jan 1, 2022	10% Discount	Sep 1, 2023	10% Discount	Sep 1, 2024	
Bundle of 10 or more Annual Passes		15% Discount	Jan 1, 2022	15% Discount	Sep 1, 2023	15% Discount	Sep 1, 2024	
Walking/Running Track								
Access Card: Multi-location access - Individual Annual	T	\$ 33.05	Jan 1, 2022	\$ 34.37	Sep 1, 2023	\$ 36.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: MNCC - Individual Annual	T	\$ 28.14	Jan 1, 2022	\$ 29.27	Sep 1, 2023	\$ 30.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: Sports Centre - Individual Annual	T	\$ 11.42	Jan 1, 2022	\$ 11.88	Sep 1, 2023	\$ 12.49	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: Sports Centre - Team Annual	T	\$ 58.28	Jan 1, 2022	\$ 60.61	Sep 1, 2023	\$ 63.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Single visit MNCC and MSC	T	\$ 5.13	Jan 1, 2022	\$ 5.35	Sep 1, 2023	\$ 5.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card replacement fee	T	\$ 4.43	Jan 1, 2022	\$ 4.43	Sep 1, 2023	\$ 4.43	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
SPORT PROGRAMS								
Registered Programs (per hour)								
Youth Badminton League	T	\$ 12.39	Sep 1, 2022	\$ 12.89	Sep 1, 2023	\$ 13.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child and Youth Instructional Sports A	T/E	\$ 10.55	Sep 1, 2022	\$ 10.97	Sep 1, 2023	\$ 11.53	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child and Youth Instructional Sports B	T/E	\$ 13.79	Sep 1, 2022	\$ 14.34	Sep 1, 2023	\$ 15.07	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program A	T	\$ 5.50	Sep 1, 2022	\$ 5.72	Sep 1, 2023	\$ 6.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program B	T	\$ 12.74	Sep 1, 2022	\$ 13.25	Sep 1, 2023	\$ 13.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program C	T	\$ 34.33	Sep 1, 2022	\$ 35.70	Sep 1, 2023	\$ 37.53	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League A (per person)	T	\$ 14.86	Sep 1, 2022	\$ 15.45	Sep 1, 2023	\$ 16.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League B (per person)	T	\$ 16.57	Sep 1, 2022	\$ 17.23	Sep 1, 2023	\$ 18.11	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per person)	T	\$ 24.89	Sep 1, 2022	\$ 25.89	Sep 1, 2023	\$ 27.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League A (per team)	T	\$ 118.93	Sep 1, 2022	\$ 123.69	Sep 1, 2023	\$ 130.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League B (per team)	T	\$ 132.51	Sep 1, 2022	\$ 137.81	Sep 1, 2023	\$ 144.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per team)	T	\$ 248.84	Sep 1, 2022	\$ 258.79	Sep 1, 2023	\$ 272.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per goalie per season)	T	\$ 28.28	Sep 1, 2022	\$ 29.41	Sep 1, 2023	\$ 30.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Drop-in Programs								
Drop-in Play & Sport								
Preschool (Under 6 Years): Single Visit	T	\$ 1.06	Sep 1, 2022	\$ 1.11	Sep 1, 2023	\$ 1.15	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 9.56	Sep 1, 2022	\$ 9.99	Sep 1, 2023	\$ 10.35	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 67.96	Sep 1, 2022	\$ 71.04	Sep 1, 2023	\$ 73.60	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Single Visit	T	\$ 4.03	Sep 1, 2022	\$ 4.20	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): 10 Visit Pass	T	\$ 36.24	Sep 1, 2022	\$ 37.80	Sep 1, 2023	\$ 39.78	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Annual Pass	T	\$ 257.70	Sep 1, 2022	\$ 268.80	Sep 1, 2023	\$ 282.88	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 4.96	Sep 1, 2022	\$ 5.13	Sep 1, 2023	\$ 5.40	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 44.60	Sep 1, 2022	\$ 46.17	Sep 1, 2023	\$ 48.60	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 317.17	Sep 1, 2022	\$ 328.32	Sep 1, 2023	\$ 345.60	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 14.96	Sep 1, 2022	\$ 15.58	Sep 1, 2023	\$ 16.37	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 134.60	Sep 1, 2022	\$ 140.18	Sep 1, 2023	\$ 147.33	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 837.52	Sep 1, 2022	\$ 872.20	Sep 1, 2023	\$ 916.72	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 2.83	Sep 1, 2022	\$ 2.92	Sep 1, 2023	\$ 3.10	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 25.49	Sep 1, 2022	\$ 26.28	Sep 1, 2023	\$ 27.64	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 181.24	Sep 1, 2022	\$ 186.90	Sep 1, 2023	\$ 196.53	Sep 1, 2024	Cash, Debit, & Credit Card
Drop-in Swim & Skate								
Preschool (Under 6 Years): Single Visit	T	\$ 1.55	Sep 1, 2022	\$ 1.59	Sep 1, 2023	\$ 1.70	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 13.94	Sep 1, 2022	\$ 14.34	Sep 1, 2023	\$ 15.30	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 86.73	Sep 1, 2022	\$ 89.20	Sep 1, 2023	\$ 95.20	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Single Visit	T	\$ 3.01	Sep 1, 2022	\$ 3.14	Sep 1, 2023	\$ 3.30	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): 10 Visit Pass	T	\$ 27.08	Sep 1, 2022	\$ 28.26	Sep 1, 2023	\$ 29.70	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Annual Pass	T	\$ 168.50	Sep 1, 2022	\$ 175.84	Sep 1, 2023	\$ 184.80	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 4.25	Sep 1, 2022	\$ 4.42	Sep 1, 2023	\$ 4.69	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 38.23	Sep 1, 2022	\$ 39.78	Sep 1, 2023	\$ 41.85	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 237.88	Sep 1, 2022	\$ 247.52	Sep 1, 2023	\$ 260.40	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 12.12	Sep 1, 2022	\$ 12.61	Sep 1, 2023	\$ 13.24	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 109.12	Sep 1, 2022	\$ 113.49	Sep 1, 2023	\$ 119.16	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 678.94	Sep 1, 2022	\$ 706.16	Sep 1, 2023	\$ 741.44	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 2.48	Sep 1, 2022	\$ 2.57	Sep 1, 2023	\$ 2.68	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 22.30	Sep 1, 2022	\$ 23.10	Sep 1, 2023	\$ 23.81	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 138.76	Sep 1, 2022	\$ 143.72	Sep 1, 2023	\$ 148.18	Sep 1, 2024	Cash, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Drop-in Specialty Skate								
Preschool (Under 6 Years): Single Visit	T	\$ 0.97	Sep 1, 2022	\$ 1.02	Sep 1, 2023	\$ 1.07	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 8.76	Sep 1, 2022	\$ 9.18	Sep 1, 2023	\$ 9.63	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 54.51	Sep 1, 2022	\$ 57.12	Sep 1, 2023	\$ 59.92	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): Single Visit	T	\$ 5.75	Sep 1, 2022	\$ 5.97	Sep 1, 2023	\$ 6.26	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): 10 Visit Pass	T	\$ 51.77	Sep 1, 2022	\$ 53.73	Sep 1, 2023	\$ 56.34	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): Annual Pass	T	\$ 322.12	Sep 1, 2022	\$ 334.32	Sep 1, 2023	\$ 350.56	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): Single Visit	T	\$ 6.20	Sep 1, 2022	\$ 6.42	Sep 1, 2023	\$ 6.57	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): 10 Visit Pass	T	\$ 55.83	Sep 1, 2022	\$ 57.78	Sep 1, 2023	\$ 59.13	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): Annual Pass	T	\$ 347.40	Sep 1, 2022	\$ 359.52	Sep 1, 2023	\$ 367.92	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 7.43	Sep 1, 2022	\$ 7.70	Sep 1, 2023	\$ 8.09	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 66.90	Sep 1, 2022	\$ 69.30	Sep 1, 2023	\$ 72.81	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 416.28	Sep 1, 2022	\$ 431.20	Sep 1, 2023	\$ 453.04	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 22.12	Sep 1, 2022	\$ 23.01	Sep 1, 2023	\$ 24.20	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 199.12	Sep 1, 2022	\$ 207.09	Sep 1, 2023	\$ 217.80	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 1,150.44	Sep 1, 2022	\$ 1,196.52	Sep 1, 2023	\$ 1,258.40	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 4.25	Sep 1, 2022	\$ 4.42	Sep 1, 2023	\$ 4.69	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 38.23	Sep 1, 2022	\$ 39.78	Sep 1, 2023	\$ 42.21	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 237.88	Sep 1, 2022	\$ 247.52	Sep 1, 2023	\$ 262.64	Sep 1, 2024	Cash, Debit, & Credit Card
Pickleball Book-A-Court (2 hours)	T	\$ 32.00	Dec 13, 2022	\$ 33.28	Sep 1, 2023	\$ 34.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Pickleball Book-A-Court for annual Play & Sport Members (2 hours)	T	\$ 24.00	Dec 13, 2022	\$ 24.96	Sep 1, 2023	\$ 26.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MISCELLANEOUS FEES								
Late pickup fee (each 15 minute period that a child remains in staff's care)	E	\$ 10.00	Sep 1, 2022	\$ 10.00	Sep 1, 2023	\$ 10.00	Sep 1, 2024	Cash, Debit, & Credit Card
Cancellation Fee	T	\$ 13.50	Sep 1, 2022	\$ 13.50	Sep 1, 2023	\$ 13.50	Sep 1, 2024	Automatic Deduction
Holiday Coupon Book	T	\$ 5.00	Sep 1, 2022	\$ 6.00	Sep 1, 2023	\$ 6.00	Sep 1, 2024	Cash, Debit, & Credit Card
Wristband Replacement Fee	T	\$ 8.85	Sep 1, 2022	\$ 8.85	Sep 1, 2023	\$ 8.85	Sep 1, 2024	Cash, Debit, & Credit Card
Non-Resident Fee (per program, per registrant)³	T	10% Premium	Sep 1, 2022	10% Premium	Sep 1, 2023	10% Premium	Sep 1, 2024	Cash, Debit, & Credit Card

- NOTES:**
- 1. Additional expenses incurred to facilitate the art program or educational workshop will be charged at cost.
 - 2. Administration Fee will be dependant on administrative efforts/group classification associated with the entities involved.
 - 3. Excluding fitness memberships, and aquatics leadership courses which are subject to a separate non-resident fee model as noted in this table.

SCHEDULE 'B' TO BY-LAW NO. 058-2023
Facilities and Parks

In addition to the other clauses of this By-law, the following paragraphs also apply to Facilities and Parks fees as defined in this By-law:

1. **THAT** staff be authorized to offer sale pricing for facility and park space following formal allocation periods and/or for bookings made within 48 hours of use at rates discounted up to 40% of the fees prescribed in Table 'B-1' as authorized by the Director, Recreation & Culture or designate.
2. **THAT** Affiliation Status under this by-law be defined as per the Affiliation policy included in staff report COMS-036-06.
3. **THAT** the facility cancellation fees shall be administered as follows, with the exception of FirstOntario Arts Centre Milton where cancellation terms are outlined in rental contracts:
 - a. Cancellation fee of 20% of the value of the rental permit be charged to any permit holder who cancels a rental agreement up to fourteen (14) days of the rental booking date. Refunds will not be provided for cancellations within fourteen (14) days of the rental booking date.
 - b. Cancellation fee of 20% of the value of the special event rental permit be charged to any permit holder who cancels a rental agreement up to thirty (30) days from prior to rental date. Refunds will not be provided for cancellations within thirty (30) days of the rental booking date.
 - c. Cancellation fees do not apply in relation to inclement weather conditions associated with permits for outdoor space. Cancellation fees may not apply to permits for indoor space in relation to inclement weather events. In the event of extenuating circumstances, the Director, Recreation & Culture or designate may alter the refund amount.
4. **THAT** the Town will not issue customer requested refunds in the form of cheques for amounts less than \$30. In such situations, the refund amount will remain as a credit on the customer's account.
5. **THAT** fees for pool rentals by lane are only applicable in association with the full pool being in use.
6. **THAT** annual members of the Milton Seniors' Activity Centre be granted a 10% discount off the meeting and/or social facility room rental rates at the Milton Seniors' Activity Centre.

7. **THAT** the Bulk Turf Field Discount fee be applied for turf field rentals under the following terms:
 - a. Monday to Friday during school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays) only between the hours of 6am and 4pm; and
 - b. Minimum booking of 5 hours per week over at least two (2) days.
8. **THAT** the Bulk Discount Ice fee be applied for ice rentals under the following terms:
 - a. Monday to Friday during the school year only between the hours of 6am and 4pm; excluding all school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays); and
 - b. Minimum booking of 5 hours per week over at least two (2) days.
9. **THAT** the Individual Ice Hour Discount Ice fee be applied for ice rentals under the following terms:
 - a. Monday to Friday during the school year only between the hours of 6am and 4pm; excluding all school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays); and
 - b. Maximum of five (5) skaters.
10. **THAT** staff be authorized to reduce or waive fees when a customer's expectations have not been met as authorized by the Director, Recreation & Culture or designate.
11. **THAT** for the purpose of determining risk level for Facility Rental Damage Deposit, High Risk is determined to be a large venue with an expected attendance of more than 100 people and/or a repeat customer with a history of causing damage.
12. **THAT** for the purpose of determining event profile and staffing requirements, profile is determined based on various needs associated with an event, such as supervision of licensed event, technical and maintenance requirements for facility operation, security of event and/or facility.
13. **THAT** affiliated rental rates are not applicable for any permits approved for statutory holiday dates.
14. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to establish fees for new or modified facility or field space in accordance with the Corporate Policy No. 165: Policy Framework for establishing fees for Community Services Programs and Facility Rentals.

15. **THAT** the Director, Recreation & Culture or designate be authorized to establish pricing for concession and merchandise items in accordance with market conditions.
16. **THAT** an administration fee in accordance with Table B-1 is applicable to Swim, Skate, Arena, Fitness or Gymnasium Party Packages party packages.

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
FIRSTONTARIO ARTS CENTRE MILTON										
Art Studio										
Affiliated per hour	T	\$ 25.43	Jan 1, 2022	\$ 26.19	Jan 1, 2023	\$ 26.19	Jan 1, 2023	\$ 27.53	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 33.90	Jan 1, 2022	\$ 34.92	Jan 1, 2023	\$ 34.92	Jan 1, 2023	\$ 36.71	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per hour	T	\$ 92.72	Jan 1, 2022	\$ 95.50	Jan 1, 2023	\$ 95.50	Jan 1, 2023	\$ 100.38	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per half day (4 hours)	T	\$ 81.45	Jan 1, 2022	\$ 83.90	Jan 1, 2023	\$ 83.90	Jan 1, 2023	\$ 88.19	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per half day (4 hours)	T	\$ 108.60	Jan 1, 2022	\$ 111.86	Jan 1, 2023	\$ 111.86	Jan 1, 2023	\$ 117.58	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per half day (4 hours)	T	\$ 289.58	Jan 1, 2022	\$ 298.27	Jan 1, 2023	\$ 298.27	Jan 1, 2023	\$ 313.52	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day	T	\$ 132.35	Jan 1, 2022	\$ 136.31	Jan 1, 2023	\$ 136.31	Jan 1, 2023	\$ 143.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 176.46	Jan 1, 2022	\$ 181.75	Jan 1, 2023	\$ 181.75	Jan 1, 2023	\$ 191.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 470.57	Jan 1, 2022	\$ 484.69	Jan 1, 2023	\$ 484.69	Jan 1, 2023	\$ 509.48	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holcim Gallery-per week (3 week block booking required)	T	\$ 315.14	Jan 1, 2022	\$ 315.14	Jan 1, 2023	\$ 315.14	Jan 1, 2023	\$ 331.26	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Del Ridge Community Room										
Affiliated per hour	T	\$ 38.26	Jan 1, 2022	\$ 39.41	Jan 1, 2023	\$ 39.41	Jan 1, 2023	\$ 41.42	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 51.01	Jan 1, 2022	\$ 52.54	Jan 1, 2023	\$ 52.54	Jan 1, 2023	\$ 55.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 72.25	Jan 1, 2022	\$ 74.42	Jan 1, 2023	\$ 74.42	Jan 1, 2023	\$ 78.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 85.01	Jan 1, 2022	\$ 87.56	Jan 1, 2023	\$ 87.56	Jan 1, 2023	\$ 92.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per half day	T	\$ 130.37	Jan 1, 2022	\$ 134.27	Jan 1, 2023	\$ 134.27	Jan 1, 2023	\$ 141.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per half day	T	\$ 173.82	Jan 1, 2022	\$ 179.03	Jan 1, 2023	\$ 179.03	Jan 1, 2023	\$ 188.19	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per half day	T	\$ 225.97	Jan 1, 2022	\$ 232.75	Jan 1, 2023	\$ 232.75	Jan 1, 2023	\$ 244.65	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per Day	T	\$ 186.86	Jan 1, 2022	\$ 192.47	Jan 1, 2023	\$ 192.47	Jan 1, 2023	\$ 202.31	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 249.15	Jan 1, 2022	\$ 256.62	Jan 1, 2023	\$ 256.62	Jan 1, 2023	\$ 269.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 312.87	Jan 1, 2022	\$ 322.26	Jan 1, 2023	\$ 322.26	Jan 1, 2023	\$ 338.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MinMaxx Hall										
Peak times (Thursday to Sunday)										
Affiliated per hour (minimum 4 hour booking)	T	\$ 56.55	Jan 1, 2022	\$ 58.25	Jan 1, 2023	\$ 58.25	Jan 1, 2023	\$ 61.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour (minimum 4 hour booking)	T	\$ 79.18	Jan 1, 2022	\$ 81.56	Jan 1, 2023	\$ 81.56	Jan 1, 2023	\$ 85.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per hour (minimum 4 hour booking)	T	\$ 100.83	Jan 1, 2022	\$ 103.85	Jan 1, 2023	\$ 103.85	Jan 1, 2023	\$ 109.16	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day **	T	\$ 316.72	Jan 1, 2022	\$ 326.22	Jan 1, 2023	\$ 326.22	Jan 1, 2023	\$ 342.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 378.94	Jan 1, 2022	\$ 390.31	Jan 1, 2023	\$ 390.31	Jan 1, 2023	\$ 410.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day **	T	\$ 480.91	Jan 1, 2022	\$ 495.34	Jan 1, 2023	\$ 495.34	Jan 1, 2023	\$ 520.67	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Peak times (Monday to Wednesday)										
Affiliated per day **	T	\$ 260.17	Jan 1, 2022	\$ 267.98	Jan 1, 2023	\$ 267.98	Jan 1, 2023	\$ 281.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 311.07	Jan 1, 2022	\$ 320.40	Jan 1, 2023	\$ 320.40	Jan 1, 2023	\$ 336.79	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fee per hour over 10 hours or before 8:00am or after 12:00 midnight	T	\$ 151.24	Jan 1, 2022	\$ 155.78	Jan 1, 2023	\$ 155.78	Jan 1, 2023	\$ 163.75	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
** or 10% of Box Office receipts, whichever is greater										

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Mattamy Theatre										
Peak times (Thursday to Sunday)										
Affiliated per day **	T	\$ 904.92	Jan 1, 2022	\$ 932.07	Jan 1, 2023	\$ 932.07	Jan 1, 2023	\$ 979.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 1,074.61	Jan 1, 2022	\$ 1,106.85	Jan 1, 2023	\$ 1,106.85	Jan 1, 2023	\$ 1,163.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Peak times (Monday to Wednesday)										
Affiliated per day **	T	\$ 791.81	Jan 1, 2022	\$ 815.56	Jan 1, 2023	\$ 815.56	Jan 1, 2023	\$ 857.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 961.48	Jan 1, 2022	\$ 990.32	Jan 1, 2023	\$ 990.32	Jan 1, 2023	\$ 1,040.97	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day **	T	\$ 1,361.58	Jan 1, 2022	\$ 1,402.43	Jan 1, 2023	\$ 1,402.43	Jan 1, 2023	\$ 1,474.15	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day with Reception (includes Cogeco Escarpment Hall)	T	\$ 1,453.55	Jan 1, 2022	\$ 1,497.16	Jan 1, 2023	\$ 1,497.16	Jan 1, 2023	\$ 1,573.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fee per hour over 10 hours or before 8:00am or after 12:00 midnight	T	\$ 322.06	Jan 1, 2022	\$ 396.56	Jan 1, 2023	\$ 396.56	Jan 1, 2023	\$ 416.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dance Competition (includes MinMaxx Hall) - 10 hr day	T	\$ 2,566.73	Jan 1, 2022	\$ 2,643.73	Jan 1, 2023	\$ 2,643.73	Jan 1, 2023	\$ 2,778.94	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dance Competition (includes MinMaxx Hall) - per hour over 10 hrs	T	\$ 322.06	Jan 1, 2022	\$ 396.56	Jan 1, 2023	\$ 396.56	Jan 1, 2023	\$ 416.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
** or 10% of Box Office receipts, whichever is greater										
Mattamy Stage Only (with multi room rental only, no audience allowed)										
Affiliated per hour (minimum 4 hour booking)	T	\$ 56.55	Jan 1, 2022	\$ 58.25	Jan 1, 2023	\$ 58.25	Jan 1, 2023	\$ 61.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour (minimum 4 hour booking)	T	\$ 79.18	Jan 1, 2022	\$ 81.56	Jan 1, 2023	\$ 81.56	Jan 1, 2023	\$ 85.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day	T	\$ 316.72	Jan 1, 2022	\$ 326.22	Jan 1, 2023	\$ 326.22	Jan 1, 2023	\$ 342.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 378.94	Jan 1, 2022	\$ 390.31	Jan 1, 2023	\$ 390.31	Jan 1, 2023	\$ 410.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 480.91	Jan 1, 2022	\$ 495.34	Jan 1, 2023	\$ 495.34	Jan 1, 2023	\$ 520.67	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Box Office Charges										
Ticket surcharge (per ticket)	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Ticket return/exchange (per ticket)	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Complimentary tickets - over 20 (per ticket)	T	\$ 1.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Consignment Ticket	T	\$ 2.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Consignment Ticket restocking	T	\$ 0.50	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Ticketing Set-up fee	T	\$ 100.00	Jan 1, 2022	\$ 100.00	Apr 1, 2023	\$ 100.00	Apr 1, 2023	\$ 100.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Site Events - Per Ticket	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Merchandise Table per day										
Saleable items	T	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2022	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2023	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2023	15% of gross sales or \$100 (whichever is greater)	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Saleable items	T	\$ 100.00	Jan 1, 2022	\$ 100.00	Jan 1, 2023	\$ 100.00	Jan 1, 2023	\$ 100.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Other Fees										
Piano - per use (including tuning)	T	\$ 175.00	Jan 1, 2022	\$ 210.00	Jan 1, 2023	\$ 210.00	Jan 1, 2023	\$ 270.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Video Recording	T	\$ 55.00	Jan 1, 2022	\$ 55.00	Jan 1, 2023	\$ 55.00	Jan 1, 2023	\$ 55.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Projector - Affiliated per hour	T	\$ 20.00	Jan 1, 2022	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2023	\$ 20.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Projector - Standard per hour	T	\$ 27.00	Jan 1, 2022	\$ 27.00	Jan 1, 2023	\$ 27.00	Jan 1, 2023	\$ 27.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Onsite Last Minute Rental surcharge	T			20% fee of total rental cost	Sep 1, 2023	20% fee of total rental cost	Sep 1, 2023	20% fee of total rental cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MEETING SPACES										
Category A										
Affiliated Meeting per hour	T	\$ 45.11	Jan 1, 2022	\$ 46.46	Jan 1, 2023	\$ 46.92	Sep 1, 2023	\$ 49.32	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 60.15	Jan 1, 2022	\$ 61.95	Jan 1, 2023	\$ 62.56	Sep 1, 2023	\$ 65.76	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 83.37	Jan 1, 2022	\$ 85.87	Jan 1, 2023	\$ 86.70	Sep 1, 2023	\$ 91.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 98.09	Jan 1, 2022	\$ 101.03	Jan 1, 2023	\$ 102.01	Sep 1, 2023	\$ 107.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B										
Affiliated Meeting per hour	T	\$ 38.24	Jan 1, 2022	\$ 39.39	Jan 1, 2023	\$ 39.77	Sep 1, 2023	\$ 41.81	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 50.99	Jan 1, 2022	\$ 52.52	Jan 1, 2023	\$ 53.03	Sep 1, 2023	\$ 55.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 72.25	Jan 1, 2022	\$ 74.42	Jan 1, 2023	\$ 75.14	Sep 1, 2023	\$ 78.98	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 85.01	Jan 1, 2022	\$ 87.56	Jan 1, 2023	\$ 88.41	Sep 1, 2023	\$ 92.93	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category C										
Affiliated Meeting per hour	T	\$ 34.12	Jan 1, 2022	\$ 35.14	Jan 1, 2023	\$ 35.48	Sep 1, 2023	\$ 37.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 45.49	Jan 1, 2022	\$ 46.85	Jan 1, 2023	\$ 47.31	Sep 1, 2023	\$ 49.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 64.48	Jan 1, 2022	\$ 66.41	Jan 1, 2023	\$ 67.06	Sep 1, 2023	\$ 70.49	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 75.86	Jan 1, 2022	\$ 78.14	Jan 1, 2023	\$ 78.89	Sep 1, 2023	\$ 82.92	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category D										
Affiliated Meeting per hour	T	\$ 28.25	Jan 1, 2022	\$ 29.09	Jan 1, 2023	\$ 29.38	Sep 1, 2023	\$ 30.88	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 37.66	Jan 1, 2022	\$ 38.79	Jan 1, 2023	\$ 39.17	Sep 1, 2023	\$ 41.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 53.36	Jan 1, 2022	\$ 54.96	Jan 1, 2023	\$ 55.49	Sep 1, 2023	\$ 58.33	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 62.77	Jan 1, 2022	\$ 64.65	Jan 1, 2023	\$ 65.28	Sep 1, 2023	\$ 68.62	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category E										
Affiliated Meeting per hour	T	\$ 20.61	Jan 1, 2022	\$ 21.23	Jan 1, 2023	\$ 21.44	Sep 1, 2023	\$ 22.53	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 27.48	Jan 1, 2022	\$ 28.30	Jan 1, 2023	\$ 28.58	Sep 1, 2023	\$ 30.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 38.92	Jan 1, 2022	\$ 40.09	Jan 1, 2023	\$ 40.48	Sep 1, 2023	\$ 42.55	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 45.79	Jan 1, 2022	\$ 47.16	Jan 1, 2023	\$ 47.62	Sep 1, 2023	\$ 50.06	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
RECREATIONAL SPACES										
Gymnasium - Full										
Affiliated Youth per hour	T	\$ 59.68	Sep 1, 2022	\$ 62.07	Sep 1, 2023	\$ 62.07	Sep 1, 2023	\$ 65.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 91.82	Sep 1, 2022	\$ 95.49	Sep 1, 2023	\$ 95.49	Sep 1, 2023	\$ 100.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium - Half										
Affiliated Youth per hour	T	\$ 38.58	Sep 1, 2022	\$ 40.12	Sep 1, 2023	\$ 40.12	Sep 1, 2023	\$ 42.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 59.36	Sep 1, 2022	\$ 61.73	Sep 1, 2023	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Gymnasium - MLC - Full										
Affiliated Youth per hour	T	\$ 50.75	Sep 1, 2022	\$ 52.78	Sep 1, 2023	\$ 52.78	Sep 1, 2023	\$ 55.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 78.08	Sep 1, 2022	\$ 81.20	Sep 1, 2023	\$ 81.20	Sep 1, 2023	\$ 85.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium - MLC - Half										
Affiliated Youth per hour	T	\$ 38.58	Sep 1, 2022	\$ 40.12	Sep 1, 2023	\$ 40.12	Sep 1, 2023	\$ 42.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 59.36	Sep 1, 2022	\$ 61.73	Sep 1, 2023	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Studio										
Affiliated Youth per hour	T	\$ 32.20	Sep 1, 2022	\$ 33.49	Sep 1, 2023	\$ 33.49	Sep 1, 2023	\$ 35.20	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 49.54	Sep 1, 2022	\$ 51.52	Sep 1, 2023	\$ 51.52	Sep 1, 2023	\$ 54.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Spin Bike Rental Fee	T	\$ 30.39	Sep 1, 2022	\$ 31.61	Sep 1, 2023	\$ 31.61	Sep 1, 2023	\$ 33.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Full										
Affiliated Youth per hour	T	\$ 727.75	Sep 1, 2022	\$ 749.58	Sep 1, 2023	\$ 749.58	Sep 1, 2023	\$ 787.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 970.33	Sep 1, 2022	\$ 999.44	Sep 1, 2023	\$ 999.44	Sep 1, 2023	\$ 1,050.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 679.22	Sep 1, 2022	\$ 699.60	Sep 1, 2023	\$ 699.60	Sep 1, 2023	\$ 735.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Half										
Affiliated Youth per hour	T	\$ 363.89	Sep 1, 2022	\$ 374.81	Sep 1, 2023	\$ 374.81	Sep 1, 2023	\$ 393.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 485.18	Sep 1, 2022	\$ 499.74	Sep 1, 2023	\$ 499.74	Sep 1, 2023	\$ 525.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 339.62	Sep 1, 2022	\$ 349.81	Sep 1, 2023	\$ 349.81	Sep 1, 2023	\$ 367.70	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Quarter										
HCDSB per hour ¹	T	\$ 13.46	Sep 1, 2022	\$ 14.12	Sep 1, 2023	\$ 14.12	Sep 1, 2023	\$ 14.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated Youth per hour	T	\$ 181.93	Sep 1, 2022	\$ 187.39	Sep 1, 2023	\$ 187.39	Sep 1, 2023	\$ 196.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 242.57	Sep 1, 2022	\$ 249.85	Sep 1, 2023	\$ 249.85	Sep 1, 2023	\$ 262.63	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 169.80	Sep 1, 2022	\$ 174.90	Sep 1, 2023	\$ 174.90	Sep 1, 2023	\$ 183.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Full/Half/Quarter										
Indoor Turf Field Rental - August/September	T	75% Discount	Sep 1, 2022	75% Discount	Sep 1, 2023	75% Discount	Sep 1, 2023	75% Discount	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Turf Field Rental	T	50% Non-Prime Rate	Sep 1, 2022	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Indoor Turf Centre Fieldhouse										
Affiliated Youth per hour	T	\$ 38.31	Sep 1, 2022	\$ 39.46	Sep 1, 2023	\$ 39.46	Sep 1, 2023	\$ 41.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 51.08	Sep 1, 2022	\$ 52.61	Sep 1, 2023	\$ 52.61	Sep 1, 2023	\$ 55.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
POOLS										
(Additional fee will apply for aquatic staff required to meet Public Health Reg.)										
Lap Pool										
Affiliated Youth - per lane per hour	T	\$ 11.57	Sep 1, 2022	\$ 12.03	Sep 1, 2023	\$ 12.03	Sep 1, 2023	\$ 12.65	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard - per lane per hour	T	\$ 21.04	Sep 1, 2022	\$ 21.88	Sep 1, 2023	\$ 21.88	Sep 1, 2023	\$ 23.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Play - Leisure Centre / Sherwood										
Affiliated Youth per hour	T	\$ 71.25	Sep 1, 2022	\$ 74.10	Sep 1, 2023	\$ 74.10	Sep 1, 2023	\$ 77.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 129.54	Sep 1, 2022	\$ 134.72	Sep 1, 2023	\$ 134.72	Sep 1, 2023	\$ 141.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Play - Sports Centre										
Affiliated Youth per hour	T	\$ 56.00	Sep 1, 2022	\$ 58.24	Sep 1, 2023	\$ 58.24	Sep 1, 2023	\$ 61.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 101.82	Sep 1, 2022	\$ 105.89	Sep 1, 2023	\$ 105.89	Sep 1, 2023	\$ 111.31	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Rotary Outdoor										
Affiliated Youth per hour	T	\$ 69.44	Sep 1, 2022	\$ 72.22	Sep 1, 2023	\$ 72.22	Sep 1, 2023	\$ 75.92	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 126.26	Sep 1, 2022	\$ 131.31	Sep 1, 2023	\$ 131.31	Sep 1, 2023	\$ 138.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
ARENAS										
Rink - Ice (per hour)										
Fall/Winter										
Prime / Standard	T	\$ 285.45	Sep 1, 2022	\$ 296.87	Sep 1, 2023	\$ 296.87	Sep 1, 2023	\$ 312.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Prime / Affiliated Youth	T	\$ 214.09	Sep 1, 2022	\$ 222.65	Sep 1, 2023	\$ 222.65	Sep 1, 2023	\$ 234.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non-Prime / All	T	\$ 200.20	Sep 1, 2022	\$ 208.21	Sep 1, 2023	\$ 208.21	Sep 1, 2023	\$ 218.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)										
Standard	T	\$ 285.45	Jan 1, 2022	\$ 294.01	Jan 1, 2023	\$ 296.87	Sep 1, 2023	\$ 312.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Saturday & Sunday	T	\$ 214.09	Jan 1, 2022	\$ 220.51	Jan 1, 2023	\$ 222.65	Sep 1, 2023	\$ 234.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Ice Rental	T	50% Non-Prime Rate	Jan 1, 2022	50% Non-Prime Rate	Jan 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Ice Rental - Figure Skating Only	T	33.25	Sep 1, 2022	34.58	Sep 1, 2023	\$ 34.58	Sep 1, 2023	\$ 36.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Individual Ice Hour	T	50% Non-Prime Rate	Jan 1, 2022	50% Non-Prime Rate	Jan 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Rink - Floor (per hour)										
Recreational Use										
Affiliated Youth	T	\$ 47.92	Jan 1, 2022	\$ 49.36	Jan 1, 2023	\$ 49.84	Sep 1, 2023	\$ 52.39	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 87.13	Jan 1, 2022	\$ 89.74	Jan 1, 2023	\$ 90.62	Sep 1, 2023	\$ 95.25	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Events										
Affiliated Youth	T	\$ 121.03	Jan 1, 2022	\$ 124.66	Jan 1, 2023	\$ 125.87	Sep 1, 2023	\$ 132.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 220.05	Jan 1, 2022	\$ 226.65	Jan 1, 2023	\$ 228.85	Sep 1, 2023	\$ 240.55	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MATTAMY NATIONAL CYCLING CENTRE										
Cycling Track										
Track Rental (per hour) - Prime										
Fall/Winter										
Affiliated Youth	T	\$ 205.37	Sep 1, 2022	\$ 213.58	Sep 1, 2023	\$ 213.58	Sep 1, 2023	\$ 224.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 273.82	Sep 1, 2022	\$ 284.77	Sep 1, 2023	\$ 284.77	Sep 1, 2023	\$ 299.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Summer (June, July, August)										
Affiliated Youth	T	\$ 102.69	Sep 1, 2022	\$ 106.79	Sep 1, 2023	\$ 106.79	Sep 1, 2023	\$ 112.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 136.91	Sep 1, 2022	\$ 142.39	Sep 1, 2023	\$ 142.39	Sep 1, 2023	\$ 149.67	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Rental (per hour) - Non Prime										
Fall/Winter (September to May)										
Affiliated Youth	T	\$ 154.03	Sep 1, 2022	\$ 160.19	Sep 1, 2023	\$ 160.19	Sep 1, 2023	\$ 168.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 205.37	Sep 1, 2022	\$ 213.58	Sep 1, 2023	\$ 213.58	Sep 1, 2023	\$ 224.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
International Track Rental (per hour)										
Fall/Winter (September to May)	T	\$ 365.11	Sep 1, 2022	\$ 379.71	Sep 1, 2023	\$ 379.71	Sep 1, 2023	\$ 399.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)	T	\$ 255.57	Sep 1, 2022	\$ 265.79	Sep 1, 2023	\$ 265.79	Sep 1, 2023	\$ 279.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Walking/Running Track										
Affiliated Youth rental (per hour) MNCC	T	\$ 84.62	Sep 1, 2022	\$ 88.00	Sep 1, 2023	\$ 88.00	Sep 1, 2023	\$ 92.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard rental (per hour) MNCC	T	\$ 112.82	Sep 1, 2022	\$ 117.33	Sep 1, 2023	\$ 117.33	Sep 1, 2023	\$ 123.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium Court										
Prime										
Affiliated Youth (per hour)	T	\$ 50.75	Sep 1, 2022	\$ 52.78	Sep 1, 2023	\$ 52.78	Sep 1, 2023	\$ 55.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)	T	\$ 78.08	Sep 1, 2022	\$ 81.20	Sep 1, 2023	\$ 81.20	Sep 1, 2023	\$ 85.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime										
Affiliated Youth (per hour)	T	\$ 38.06	Sep 1, 2022	\$ 39.59	Sep 1, 2023	\$ 39.59	Sep 1, 2023	\$ 41.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)	T	\$ 58.56	Sep 1, 2022	\$ 60.90	Sep 1, 2023	\$ 60.90	Sep 1, 2023	\$ 64.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Court Tile Fee (per court)	T	\$ 242.66	Sep 1, 2022	\$ 252.37	Sep 1, 2023	\$ 252.37	Sep 1, 2023	\$ 265.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Court Tile Fee - Infield Perimeter	T	\$ 242.66	Sep 1, 2022	\$ 252.37	Sep 1, 2023	\$ 252.37	Sep 1, 2023	\$ 265.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield concrete landing area (per hour)	T	\$ 53.23	Sep 1, 2022	\$ 55.36	Sep 1, 2023	\$ 55.36	Sep 1, 2023	\$ 58.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Events										
High Performance (Zone 1 to 5)										
Per hour	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial Trade Show / Events									Sep 1, 2024	
Per hour	T	\$ 940.17	Sep 1, 2022	\$ 977.78	Sep 1, 2023	\$ 977.78	Sep 1, 2023	\$ 1,027.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	\$ 9,401.70	Sep 1, 2022	\$ 9,777.80	Sep 1, 2023	\$ 9,777.80	Sep 1, 2023	\$ 10,277.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Community Event (Includes infield, cycling track, Walking/Running track, seating, dressing rooms)										
Per hour	T	\$ 689.44	Sep 1, 2022	\$ 717.02	Sep 1, 2023	\$ 717.02	Sep 1, 2023	\$ 753.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	\$ 6,894.43	Sep 1, 2022	\$ 7,170.21	Sep 1, 2023	\$ 7,170.21	Sep 1, 2023	\$ 7,536.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Cycling Institute Milton Races (per hour)										
Fall/Winter (September to May)	T	\$ 467.22	Sep 1, 2022	\$ 485.91	Sep 1, 2023	\$ 485.91	Sep 1, 2023	\$ 510.76	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)	T	\$ 233.61	Sep 1, 2022	\$ 242.95	Sep 1, 2023	\$ 242.95	Sep 1, 2023	\$ 255.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Convocation	T	\$ 5,090.20	Sep 1, 2022	\$ 5,293.81	Sep 1, 2023	\$ 5,293.81	Sep 1, 2023	\$ 5,564.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Box Office Charges										
Ticket surcharge (per ticket)	T	\$ 3.00	Sep 1, 2022	\$ 4.00	Sep 1, 2023	\$ 4.00	Sep 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Complimentary tickets - over 20 (per ticket)	T	\$ 1.00	Sep 1, 2022	\$ 4.00	Sep 1, 2023	\$ 4.00	Sep 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Merchandise Table per day										
Saleable items	T	15% of sales	Sep 1, 2022	15% of sales	Sep 1, 2023	15% of sales	Sep 1, 2023	15% of sales	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Saleable items	T	\$ 100.00	Sep 1, 2022	\$ 100.00	Sep 1, 2023	\$ 100.00	Sep 1, 2023	\$ 100.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Equipment Hire										
Fitness Locker (monthly - available to annual pass holders)	T	\$ 20.00	Jan 1, 2022	\$ 20.80	Jan 1, 2023	\$ 20.80	Sep 1, 2023	\$ 21.86	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Bike Rental (per visit, excludes road bikes)										
Members	T	\$ 9.41	Sep 1, 2022	\$ 9.79	Sep 1, 2023	\$ 9.79	Sep 1, 2023	\$ 10.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members	T	\$ 12.52	Sep 1, 2022	\$ 13.02	Sep 1, 2023	\$ 13.02	Sep 1, 2023	\$ 13.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Annual Bike Rental Pass for Drop-In (annual members only) - Youth/Older Adult	T	\$ 258.54	Sep 1, 2022	\$ 268.88	Sep 1, 2023	\$ 268.88	Sep 1, 2023	\$ 282.63	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Annual Bike Rental Pass for Drop-In (annual members only) - Adult	T	\$ 344.72	Sep 1, 2022	\$ 358.51	Sep 1, 2023	\$ 358.51	Sep 1, 2023	\$ 376.85	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Road Bike Rental										
One Day Rental	T	\$ 62.22	Sep 1, 2022	\$ 64.71	Sep 1, 2023	\$ 64.71	Sep 1, 2023	\$ 68.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Three Day Rental	T	\$ 169.67	Sep 1, 2022	\$ 176.46	Sep 1, 2023	\$ 176.46	Sep 1, 2023	\$ 185.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Weekly Rental	T	\$ 254.51	Sep 1, 2022	\$ 264.69	Sep 1, 2023	\$ 264.69	Sep 1, 2023	\$ 278.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth One Day Rental	T	\$ 5.37	Sep 1, 2022	\$ 5.58	Sep 1, 2023	\$ 5.58	Sep 1, 2023	\$ 5.87	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike Storage - Base Rate										
Members - per month	T	\$ 34.15	Sep 1, 2022	\$ 35.51	Sep 1, 2023	\$ 35.51	Sep 1, 2023	\$ 37.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - per month	T	\$ 37.94	Sep 1, 2022	\$ 39.46	Sep 1, 2023	\$ 39.46	Sep 1, 2023	\$ 41.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Members - annual	T	\$ 307.40	Sep 1, 2022	\$ 319.69	Sep 1, 2023	\$ 319.69	Sep 1, 2023	\$ 336.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - annual	T	\$ 341.55	Sep 1, 2022	\$ 355.21	Sep 1, 2023	\$ 355.21	Sep 1, 2023	\$ 373.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike Storage - Premium Rate										
Members - per month	T	\$ 50.26	Sep 1, 2022	\$ 52.27	Sep 1, 2023	\$ 52.27	Sep 1, 2023	\$ 54.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - per month	T	\$ 55.86	Sep 1, 2022	\$ 58.09	Sep 1, 2023	\$ 58.09	Sep 1, 2023	\$ 61.06	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Members - annual	T	\$ 452.45	Sep 1, 2022	\$ 470.55	Sep 1, 2023	\$ 470.55	Sep 1, 2023	\$ 494.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - annual	T	\$ 502.72	Sep 1, 2022	\$ 522.83	Sep 1, 2023	\$ 522.83	Sep 1, 2023	\$ 549.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Locker - annual	T	\$ 452.45	Sep 1, 2022	\$ 470.55	Sep 1, 2023	\$ 470.55	Sep 1, 2023	\$ 494.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Helmet (per visit)										
Members	T	\$ 4.70	Sep 1, 2022	\$ 4.89	Sep 1, 2023	\$ 4.89	Sep 1, 2023	\$ 5.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members	T	\$ 6.27	Sep 1, 2022	\$ 6.52	Sep 1, 2023	\$ 6.52	Sep 1, 2023	\$ 6.85	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
AV Operator (per hour)	T	\$ 42.47	Sep 1, 2022	\$ 44.17	Sep 1, 2023	\$ 44.17	Sep 1, 2023	\$ 46.43	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Scoreboard/Timing (includes Starter's gun)	T	\$ 94.01	Sep 1, 2022	\$ 97.77	Sep 1, 2023	\$ 97.77	Sep 1, 2023	\$ 102.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Scoreboard	T	\$ 62.67	Sep 1, 2022	\$ 65.18	Sep 1, 2023	\$ 65.18	Sep 1, 2023	\$ 68.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Photo Finish	T	\$ 50.15	Sep 1, 2022	\$ 52.16	Sep 1, 2023	\$ 52.16	Sep 1, 2023	\$ 54.83	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Starting Gate with Countdown Timer (each)	T	\$ 31.34	Sep 1, 2022	\$ 32.59	Sep 1, 2023	\$ 32.59	Sep 1, 2023	\$ 34.26	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Start Gates/Trackers (each)	T	\$ 43.87	Sep 1, 2022	\$ 45.62	Sep 1, 2023	\$ 45.62	Sep 1, 2023	\$ 47.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lap Counter	T	\$ 25.07	Sep 1, 2022	\$ 26.07	Sep 1, 2023	\$ 26.07	Sep 1, 2023	\$ 27.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bell	T	\$ 12.52	Sep 1, 2022	\$ 13.02	Sep 1, 2023	\$ 13.02	Sep 1, 2023	\$ 13.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Derny (per hour - rider must be a certified Derny rider)	T	\$ 37.60	Sep 1, 2022	\$ 39.10	Sep 1, 2023	\$ 39.10	Sep 1, 2023	\$ 41.10	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Projector - per use	T	\$ 10.30	Sep 1, 2022	\$ 10.30	Sep 1, 2023	\$ 10.30	Sep 1, 2023	\$ 10.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield Chair Set Up (500 chairs)	T	\$ 413.99	Sep 1, 2022	\$ 430.55	Sep 1, 2023	\$ 430.55	Sep 1, 2023	\$ 452.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield Chair Set Up (per chair)	T	\$ 1.13	Sep 1, 2022	\$ 1.18	Sep 1, 2023	\$ 1.18	Sep 1, 2023	\$ 1.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Barricade Rental (per barricade)	T	\$ 3.40	Sep 1, 2022	\$ 3.54	Sep 1, 2023	\$ 3.54	Sep 1, 2023	\$ 3.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Balustrade Board Installation/Removal (per board)	T	\$ 3.22	Sep 1, 2022	\$ 3.35	Sep 1, 2023	\$ 3.35	Sep 1, 2023	\$ 3.52	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Spectator Lot Electrical Access (per day)	T	\$ 161.03	Sep 1, 2022	\$ 167.47	Sep 1, 2023	\$ 167.47	Sep 1, 2023	\$ 176.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Stage Rental (per 4 X 8 panel)	T	\$ 84.84	Sep 1, 2022	\$ 88.23	Sep 1, 2023	\$ 88.23	Sep 1, 2023	\$ 92.74	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Removal of Basketball Nets (per court)	T	\$ 118.29	Sep 1, 2022	\$ 123.02	Sep 1, 2023	\$ 123.02	Sep 1, 2023	\$ 129.31	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
PARKING LOTS										
Affiliated (per hour)										
John Tonelli Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Memorial Arena	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Memorial Arena	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Milton Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Milton Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Community Lot	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Spectator Lot	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)										
John Tonelli Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Memorial Arena	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Memorial Arena	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Milton Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Milton Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Community Lot	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Spectator Lot	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

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TOWN OF MILTON
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PARKS										
Parks - Sports Lights (per hour)										
Sports Field	T	\$ 19.58	Jan 1, 2022	\$ 20.55	Jan 1, 2023	\$ 20.55	Jan 1, 2023	\$ 21.54	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond	T	\$ 18.34	Jan 1, 2022	\$ 19.25	Jan 1, 2023	\$ 19.25	Jan 1, 2023	\$ 20.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond	T	\$ 29.19	Jan 1, 2022	\$ 30.63	Jan 1, 2023	\$ 30.63	Jan 1, 2023	\$ 32.10	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court	T	\$ 16.61	Jan 1, 2022	\$ 17.43	Jan 1, 2023	\$ 17.43	Jan 1, 2023	\$ 18.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tennis Court	T	\$ 16.61	Jan 1, 2022	\$ 17.43	Jan 1, 2023	\$ 17.43	Jan 1, 2023	\$ 18.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Sports Facilities										
Affiliated Youth Hourly Rental Rates										
Hardball Diamond - Premiere	T	\$ 11.02	Jan 1, 2022	\$ 11.35	Jan 1, 2023	\$ 11.46	Sep 1, 2023	\$ 12.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond - A	T	\$ 8.86	Jan 1, 2022	\$ 9.13	Jan 1, 2023	\$ 9.21	Sep 1, 2023	\$ 9.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - A	T	\$ 7.98	Jan 1, 2022	\$ 8.22	Jan 1, 2023	\$ 8.30	Sep 1, 2023	\$ 8.72	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - B	T	\$ 5.76	Jan 1, 2022	\$ 5.93	Jan 1, 2023	\$ 5.99	Sep 1, 2023	\$ 6.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
All Rural Diamonds (each)	T	\$ 2.76	Jan 1, 2022	\$ 2.84	Jan 1, 2023	\$ 2.87	Sep 1, 2023	\$ 3.02	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - Premiere	T	\$ 12.82	Jan 1, 2022	\$ 13.20	Jan 1, 2023	\$ 13.33	Sep 1, 2023	\$ 14.01	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - A	T	\$ 8.81	Jan 1, 2022	\$ 9.07	Jan 1, 2023	\$ 9.16	Sep 1, 2023	\$ 9.63	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - B	T	\$ 6.59	Jan 1, 2022	\$ 6.79	Jan 1, 2023	\$ 6.85	Sep 1, 2023	\$ 7.20	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cricket Pitch	T	\$ 12.01	Jan 1, 2022	\$ 12.37	Jan 1, 2023	\$ 12.49	Sep 1, 2023	\$ 13.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court (per hour)	T	\$ 11.97	Jan 1, 2022	\$ 12.33	Jan 1, 2023	\$ 12.45	Sep 1, 2023	\$ 13.09	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Hourly Rental Rates										
Hardball Diamond - Premiere	T	\$ 22.03	Jan 1, 2022	\$ 22.69	Jan 1, 2023	\$ 22.91	Sep 1, 2023	\$ 24.08	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond - A	T	\$ 17.75	Jan 1, 2022	\$ 18.28	Jan 1, 2023	\$ 18.46	Sep 1, 2023	\$ 19.40	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - A	T	\$ 15.95	Jan 1, 2022	\$ 16.43	Jan 1, 2023	\$ 16.59	Sep 1, 2023	\$ 17.44	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - B	T	\$ 11.53	Jan 1, 2022	\$ 11.88	Jan 1, 2023	\$ 11.99	Sep 1, 2023	\$ 12.60	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - Premiere	T	\$ 25.64	Jan 1, 2022	\$ 26.41	Jan 1, 2023	\$ 26.67	Sep 1, 2023	\$ 28.03	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - A	T	\$ 17.60	Jan 1, 2022	\$ 18.13	Jan 1, 2023	\$ 18.30	Sep 1, 2023	\$ 19.24	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - B	T	\$ 13.20	Jan 1, 2022	\$ 13.60	Jan 1, 2023	\$ 13.73	Sep 1, 2023	\$ 14.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cricket Pitch	T	\$ 21.90	Jan 1, 2022	\$ 22.56	Jan 1, 2023	\$ 22.78	Sep 1, 2023	\$ 23.95	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tennis Court (per hour)	T	\$ 21.16	Jan 1, 2022	\$ 21.79	Jan 1, 2023	\$ 22.01	Sep 1, 2023	\$ 23.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court (per hour)	T	\$ 15.96	Jan 1, 2022	\$ 16.44	Jan 1, 2023	\$ 16.60	Sep 1, 2023	\$ 17.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Community Park										
Community Park Picnic Areas										
Category A (hourly)	T	\$ 54.75	Jan 1, 2022	\$ 56.39	Jan 1, 2023	\$ 56.94	Sep 1, 2023	\$ 62.63	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category A (day)	T	\$ 247.00	Jan 1, 2022	\$ 254.41	Jan 1, 2023	\$ 256.88	Sep 1, 2023	\$ 282.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B (hourly)	T	\$ 44.00	Jan 1, 2022	\$ 45.32	Jan 1, 2023	\$ 45.76	Sep 1, 2023	\$ 50.34	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B (day)	T	\$ 203.00	Jan 1, 2022	\$ 209.09	Jan 1, 2023	\$ 211.12	Sep 1, 2023	\$ 232.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

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Category C (hourly)	T	\$ 25.00	Jan 1, 2022	\$ 25.75	Jan 1, 2023	\$ 26.00	Sep 1, 2023	\$ 28.60	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Area	T	\$ 1,581.25	Jan 1, 2022	\$ 1,628.69	Jan 1, 2023	\$ 1,644.50	Sep 1, 2023	\$ 1,808.95	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hydro Fee (per Pedestal) (hourly)	T	\$ 5.35	Jan 1, 2022	\$ 5.51	Jan 1, 2023	\$ 5.56	Sep 1, 2023	\$ 5.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hydro Fee (per Pedestal) (day)	T	\$ 38.35	Jan 1, 2022	\$ 39.50	Jan 1, 2023	\$ 39.88	Sep 1, 2023	\$ 41.92	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Picnic Table Rental (per temporary picnic table)	T	\$ 28.50	Jan 1, 2022	\$ 29.36	Jan 1, 2023	\$ 29.64	Sep 1, 2023	\$ 31.16	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Other Facilities (per hour)										
BMX Site - Lions Sports Park	T	\$ 88.34	Jan 1, 2022	\$ 90.99	Jan 1, 2023	\$ 91.87	Sep 1, 2023	\$ 96.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gazebo - Mill Pond	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gazebo - Victoria Park	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leash Free Dog Park	T	\$ 25.11	Jan 1, 2022	\$ 25.86	Jan 1, 2023	\$ 26.11	Sep 1, 2023	\$ 27.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MNCC Escarpment Plaza	T	\$ 45.25	Jan 1, 2022	\$ 46.61	Jan 1, 2023	\$ 47.06	Sep 1, 2023	\$ 49.47	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MNCC Spectator Plaza	T	\$ 33.93	Jan 1, 2022	\$ 34.95	Jan 1, 2023	\$ 35.29	Sep 1, 2023	\$ 37.09	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Social Event < 25 person	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Social Event >=25 person (Note: additional fees apply for applicable park amenities)	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Skate Site - Lions Sports Park	T	\$ 88.34	Jan 1, 2022	\$ 90.99	Jan 1, 2023	\$ 91.87	Sep 1, 2023	\$ 96.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Town Hall – Courtyard (per hour)	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
DEPOSITS										
Park Concession Key	E	\$ 350.00	Jan 1, 2022	\$ 350.00	Jan 1, 2023	\$ 350.00	Jan 1, 2023	\$ 350.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Dressing Room Key	E	\$ 250.00	Jan 1, 2022	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Washroom Key	E	\$ 250.00	Jan 1, 2022	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Smart Serve Kit	E	\$ 190.58	Jan 1, 2022	\$ 196.30	Jan 1, 2023	\$ 198.20	Sep 1, 2023	\$ 208.34	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
LABOUR CHARGES										
Duty Supervisor, Cultural Services (per hour) ⁵	T	\$ 28.00	Jan 1, 2022	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2023	\$ 31.53	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cultural Services Representative (per hour) ⁵	T	\$ 26.00	Jan 1, 2022	\$ 26.78	Jan 1, 2023	\$ 27.04	Sep 1, 2023	\$ 28.42	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cleaners (per hour) ⁵	T	\$ 22.00	Jan 1, 2022	\$ 22.66	Jan 1, 2023	\$ 22.88	Sep 1, 2023	\$ 24.05	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Head Technician (per hour - minimum 4 hours per call)	T					\$ 46.69	Sep 1, 2023	\$ 49.08	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Head Technician Overtime (per hour)	T					\$ 70.04	Sep 1, 2023	\$ 73.62	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Technician (per hour - minimum 4 hours per call)	T	\$ 38.00	Jan 1, 2022	\$ 40.00	Jul 1, 2023	\$ 40.00	Jul 1, 2023	\$ 42.05	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Technician Overtime (per hour)	T	\$ 57.00	Jan 1, 2022	\$ 60.00	Jul 1, 2023	\$ 60.00	Jul 1, 2023	\$ 63.08	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Event Coordinator (per hour) ⁵	T	\$ 103.00	Jan 1, 2022	\$ 103.00	Jan 1, 2023	\$ 103.00	Jan 1, 2023	\$ 108.27	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cycling Coach (per hour)	T	\$ 40.45	Sep 1, 2022	\$ 42.07	Sep 1, 2023	\$ 42.07	Sep 1, 2023	\$ 44.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bicycle Mechanic / Track Cycling Facilitator (per hour)	T	\$ 28.89	Sep 1, 2022	\$ 30.05	Sep 1, 2023	\$ 30.05	Sep 1, 2023	\$ 31.59	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks Operations Staff Service Fee (per hour) - minimum booking of 3 hours; to be charged per hour, per staff person, based on operations staff required	T	\$ 68.33	Jan 1, 2022	\$ 70.38	Jan 1, 2023	\$ 71.06	Sep 1, 2023	\$ 74.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Premium Rate - Parks Operations (per hour) - minimum booking of 3 hours; to be charged per hour, per staff person, based on number of operations staff required	T	\$ 117.15	Jan 1, 2022	\$ 120.66	Jan 1, 2023	\$ 121.84	Sep 1, 2023	\$ 128.07	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Additional Facility Staff Service Fee (per hour; per staff person): High Profile Event	T	\$ 79.10	Jan 1, 2022	\$ 81.47	Jan 1, 2023	\$ 82.26	Sep 1, 2023	\$ 86.47	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Facility Staff Service Fee (per hour; per staff person): Low Profile	T	\$ 51.51	Jan 1, 2022	\$ 53.06	Jan 1, 2023	\$ 53.57	Sep 1, 2023	\$ 56.31	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Instructor 1 (per hour) (General Fitness)	T	\$ 35.00	Jan 1, 2022	\$ 35.00	Jan 1, 2023	\$ 35.00	Sep 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Instructor 2 (per hour) (Specialty Fitness)	T	\$ 45.00	Jan 1, 2022	\$ 45.00	Jan 1, 2023	\$ 45.00	Sep 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Rate Premium - Facilities (minimum booking of 3 hours) - to be charged per hour, per staff person based on facility staff required: High Profile Event	T	\$ 135.59	Jan 1, 2022	\$ 139.66	Jan 1, 2023	\$ 141.01	Sep 1, 2023	\$ 148.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Rate Premium - Facilities (minimum booking of 3 hours) - to be charged per hour, per staff person, based on facility staff required: Low Profile Event	T	\$ 88.31	Jan 1, 2022	\$ 90.96	Jan 1, 2023	\$ 91.84	Sep 1, 2023	\$ 96.54	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
PARTY PACKAGES										
FirstOntario Arts Centre Milton										
Party/Event package: 2 hour event - to max of 15	T	\$ 219.27	Sep 1, 2022	\$ 225.85	Sep 1, 2023	\$ 225.85	Sep 1, 2023	\$ 237.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 2 hour event - per additional person beyond 15	T	\$ 12.33	Sep 1, 2022	\$ 12.70	Sep 1, 2023	\$ 12.70	Sep 1, 2023	\$ 13.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 3 hour event - to max of 15	T	\$ 287.79	Sep 1, 2022	\$ 296.42	Sep 1, 2023	\$ 296.42	Sep 1, 2023	\$ 311.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 3 hour event - per additional person beyond 15	T	\$ 12.33	Sep 1, 2022	\$ 12.70	Sep 1, 2023	\$ 12.70	Sep 1, 2023	\$ 13.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim, Skate, Arena, Fitness or Gymnasium Party Packages ⁴ (if aquatic staff are required to meet Public Health Reg. additional fees will apply) (if fitness staff are required to lead a 45 minute fun-fitness class, additional fees will apply)										
Administration fee - (includes 30 invitations and swim/skate passes)	T	\$ 22.62	Sep 1, 2022	\$ 23.30	Sep 1, 2023	\$ 23.52	Sep 1, 2023	\$ 24.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MISCELLANEOUS										
Insurance Fees	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Socan/ReSound with Dancing	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Socan/Resound without Dancing	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dressing Room Rental Fee: Affiliated Youth per hour	T	\$ 4.28	Jan 1, 2022	\$ 4.41	Jan 1, 2023	\$ 4.45	Sep 1, 2023	\$ 4.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dressing Room Rental Fee: Standard per hour	T	\$ 7.78	Jan 1, 2022	\$ 8.01	Jan 1, 2023	\$ 8.09	Sep 1, 2023	\$ 8.50	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Equipment Cart Rental Fee (per month)	T	\$ 31.93	Jan 1, 2022	\$ 32.89	Jan 1, 2023	\$ 33.21	Sep 1, 2023	\$ 34.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gym Equipment Rental Fee	T	\$ 20.47	Jan 1, 2022	\$ 21.08	Jan 1, 2023	\$ 21.29	Sep 1, 2023	\$ 22.38	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Lights - After Hours Service Fee	T	\$ 290.64	Jan 1, 2022	\$ 299.36	Jan 1, 2023	\$ 302.27	Sep 1, 2023	\$ 317.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Lobby Booth: Affiliated per hour	T	\$ 10.85	Jan 1, 2022	\$ 11.18	Jan 1, 2023	\$ 11.29	Sep 1, 2023	\$ 11.87	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Lobby Booth: Standard per hour	T	\$ 14.47	Jan 1, 2022	\$ 14.90	Jan 1, 2023	\$ 15.05	Sep 1, 2023	\$ 15.82	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Exhibition Administrative Charge	E	\$ 30.00	Jan 1, 2022	\$ 30.00	Jan 1, 2023	\$ 30.00	Sep 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Commercial Rental Fee per hour (excluding FirstOntario Arts Centre Milton)	T	10% Premium	Jan 1, 2022	10% Premium	Jan 1, 2023	10% Premium	Sep 1, 2023	10% Premium	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial Rental Fee per hour (FirstOntario Arts Centre Milton)	T	Specific to space	Jan 1, 2022	Specific to space	Jan 1, 2023	Specific to space	Sep 1, 2023	Specific to space	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Non-Resident Rental Fee per hour	T	10% Premium	Jan 1, 2022	10% Premium	Jan 1, 2023	10% Premium	Sep 1, 2023	10% Premium	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Town Hall - Lobby and Milton Room Weekend rate (in addition to rental charge) ²	T	\$ 24.00	Jan 1, 2022	\$ 24.72	Jan 1, 2023	\$ 24.96	Sep 1, 2023	\$ 26.24	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:
1. HCDSB Indoor Turf rate subject to terms and conditions detailed in the Supported Dome Operating Agreement.
2. Additional fees will apply for weekend bookings at Town Hall for security and maintenance purposes.
3. Effective Date does not apply to groups with existing multi-year rental contracts. Rates and Fees will be charged as of the effective date.
4. Individual Swim, Skate, Arena, Fitness or Gymnasium Party Packages will be created based on applicable fees, including administration charge, within the User Fees schedule and be posted on www.milton.ca.
5. Additional overtime charges will apply at 1.5 times the normal rate per hour if overtime is required or if staff are required before 8:00am or after 12:00 midnight.

SCHEDULE 'C' TO BY-LAW NO. 058-2023
Advertising and Sponsorship

In addition to the other clauses of this By-law, the following paragraph also applies to Advertising and Sponsorship fees as defined in this By-law:

1. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to discount advertising and sponsorship fees as per the Sponsorship Fee Framework outlined in the Town of Milton Corporate Sponsorship Policy.

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Early bird discount of 15% for publication advertising spot, if reserved within 14 days of promotion notification distribution.	T	15% Discount from listed fee	Jan 1, 2023	15% Discount from listed fee	Jan 1, 2024	
Community Services Guide Advertising						
Standard						
1/6 Page	T	\$ 228.62	Jan 1, 2023	\$ 228.62	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/4 Page	T	\$ 381.03	Jan 1, 2023	\$ 381.03	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Half Page	T	\$ 609.66	Jan 1, 2023	\$ 609.66	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 1,163.90	Jan 1, 2023	\$ 1,163.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
1/6 Page	T	\$ 123.32	Jan 1, 2023	\$ 123.32	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/4 Page	T	\$ 200.91	Jan 1, 2023	\$ 200.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Half Page	T	\$ 327.00	Jan 1, 2023	\$ 327.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 644.29	Jan 1, 2023	\$ 644.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cover Inside	T	\$ 1,770.13	Jan 1, 2023	\$ 1,770.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cover inside Ad Premium (2 consecutive guides purchased together)	T	20% premium over listed fee	Jan 1, 2023	20% premium over listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back	T	\$ 1,909.14	Jan 1, 2023	\$ 1,909.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Ad Premium (2 consecutive guides purchased together)	T	20% premium over listed fee	Jan 1, 2023	20% premium over listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Outside Back	T	\$ 2,035.01	Jan 1, 2023	\$ 2,035.01	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
2 Consecutive ads (purchased at same time)	T	10% Discount from listed fee	Jan 1, 2023	10% Discount from listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Seniors' Activity Centre Activity Guide Advertising						
Inside Front Cover Colour - 1 Issue						
1/4 Page	T	\$ 143.00	Jan 1, 2023	\$ 143.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 257.00	Jan 1, 2023	\$ 257.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 333.00	Jan 1, 2023	\$ 333.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Front Cover Colour - 3 Issues						
1/4 Page	T	\$ 349.00	Jan 1, 2023	\$ 349.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 630.00	Jan 1, 2023	\$ 630.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 817.00	Jan 1, 2023	\$ 817.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Page - 1 Issue						
1/4 Page	T	\$ 101.00	Jan 1, 2023	\$ 101.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 202.00	Jan 1, 2023	\$ 202.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 270.00	Jan 1, 2023	\$ 270.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Page - 3 Issues						
1/4 Page	T	\$ 243.00	Jan 1, 2023	\$ 243.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 486.00	Jan 1, 2023	\$ 486.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 647.00	Jan 1, 2023	\$ 647.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Back Cover Colour- 1 Issue						
1/4 Page	T	\$ 167.00	Jan 1, 2023	\$ 167.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 281.00	Jan 1, 2023	\$ 281.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 356.00	Jan 1, 2023	\$ 356.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Back Cover Colour - 3 Issues						
1/4 Page	T	\$ 418.00	Jan 1, 2023	\$ 418.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 702.00	Jan 1, 2023	\$ 702.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 889.00	Jan 1, 2023	\$ 889.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Cover Colour - 1 Issue						
1/4 Page	T	\$ 116.00	Jan 1, 2023	\$ 116.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 233.00	Jan 1, 2023	\$ 233.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 310.00	Jan 1, 2023	\$ 310.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Cover Colour - 3 Issues						
1/4 Page	T	\$ 279.00	Jan 1, 2023	\$ 279.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 559.00	Jan 1, 2023	\$ 559.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 744.00	Jan 1, 2023	\$ 744.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Seniors' Activity Centre - Advertising						
Digital Graphic Interior Screen Rotation / 1 month duration	T	\$ 135.96	Jan 1, 2023	\$ 143.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
FirstOntario Arts Centre Milton - Season Program Advertising (per season)						
1/8 Page	T	\$ 264.00	Jan 1, 2023	\$ 264.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card OR Cost of Advertising will be deducted from Ticket proceeds at the time of settlement
1/4 Page	T	\$ 480.00	Jan 1, 2023	\$ 480.00	Jan 1, 2024	
1/3 Page	T	\$ 514.00	Jan 1, 2023	\$ 514.00	Jan 1, 2024	
1/2 Page	T	\$ 685.00	Jan 1, 2023	\$ 685.00	Jan 1, 2024	
Full Page	T	\$ 1,165.00	Jan 1, 2023	\$ 1,165.00	Jan 1, 2024	
Inside Front Cover - 1/2 Page	T	\$ 1,233.00	Jan 1, 2023	\$ 1,233.00	Jan 1, 2024	
Inside Front Cover - Full Page	T	\$ 1,644.00	Jan 1, 2023	\$ 1,644.00	Jan 1, 2024	
Inside Back Cover - 1/2 Page	T	\$ 1,233.00	Jan 1, 2023	\$ 1,233.00	Jan 1, 2024	
Inside Back Cover - Full Page	T	\$ 1,644.00	Jan 1, 2023	\$ 1,644.00	Jan 1, 2024	
Back Cover	T	\$ 2,055.00	Jan 1, 2023	\$ 2,055.00	Jan 1, 2024	
FirstOntario Arts Centre Milton - Advertising						
FirstOntario Arts Centre Milton - Ticket Advertising (1 year)	T	\$ 1,798.00	Jan 1, 2023	\$ 1,798.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card OR Cost of Advertising will be deducted from Ticket proceeds at the time of settlement
FirstOntario Arts Centre Milton - Ticket Wallet Advertising (1 year)	T	\$ 2,312.00	Jan 1, 2023	\$ 2,312.00	Jan 1, 2024	
Event Listing Companion Poster Design	T	\$ 26.00	Jan 1, 2023	\$ 26.00	Jan 1, 2024	
FirstOntario Arts Centre Milton Eblast (Fee per email address) - Available for FOACM Rental Groups Only.	T	\$ 0.10	Jan 1, 2023	\$ 0.10	Jan 1, 2024	
FirstOntario Arts Centre Milton Single Ad spot on Eblast (Fee per Eblast distribution)	T	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	
Rink Board Advertising ¹						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 1,455.00	Jan 1, 2023	\$ 1,530.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 1,330.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 1,660.00	Jan 1, 2023	\$ 1,745.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 1,215.00	Jan 1, 2023	\$ 1,275.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 1,330.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 1,215.00	Jan 1, 2023	\$ 1,275.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 1,105.00	Jan 1, 2023	\$ 1,160.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Ice Logo Advertising						
Centre Ice (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 850.00	Jan 1, 2023	\$ 895.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 970.00	Jan 1, 2023	\$ 1,020.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 710.00	Jan 1, 2023	\$ 745.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 745.00	Jan 1, 2023	\$ 785.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Blue Lines (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 730.00	Jan 1, 2023	\$ 765.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 830.00	Jan 1, 2023	\$ 870.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 610.00	Jan 1, 2023	\$ 640.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Neutral Zone (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 610.00	Jan 1, 2023	\$ 640.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 690.00	Jan 1, 2023	\$ 725.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 505.00	Jan 1, 2023	\$ 530.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 525.00	Jan 1, 2023	\$ 550.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ice Machine Wrap						
One Year Agreement						
Sports Centre - Rink A/D	T	\$ 5,305.00	Jan 1, 2023	\$ 5,575.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink B/C	T	\$ 3,980.00	Jan 1, 2023	\$ 4,185.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 2,430.00	Jan 1, 2023	\$ 2,555.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 2,645.00	Jan 1, 2023	\$ 2,780.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1/2	T	\$ 3,980.00	Jan 1, 2023	\$ 4,185.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Display Case Advertising (per 30 Day time period)						
Memorial Arena	T	\$ 39.00	Jan 1, 2023	\$ 41.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Indoor Sign Advertising						
Sports Centre Pool - Electronic Sign - Standard per week	T	\$ 42.00	Jan 1, 2023	\$ 44.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Pool - Electronic Sign per week	T	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Lobby and Common Area Signage (24" x 36")						
One Year Agreement						
Sports Centre - wall across from Customer Service	T	\$ 5,160.00	Jan 1, 2023	\$ 5,420.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - centre lobby area	T	\$ 2,580.00	Jan 1, 2023	\$ 2,710.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 1,790.00	Jan 1, 2023	\$ 1,880.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 895.00	Jan 1, 2023	\$ 940.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 895.00	Jan 1, 2023	\$ 940.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Rink Banners						
One Year Agreement (Sports Centre, Memorial Arena, John Tonelli)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pool Banners						
One Year Agreement (Sports Centre, Leisure Centre)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gym Banners						
One Year Agreement (Sports Centre, Leisure Centre)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Change Room Advertising						
One Year Agreement	T	\$ 595.00	Jan 1, 2023	\$ 625.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Olympia Ad Panel						
Sports Centre - Rink A/D	T	\$ 880.00	Jan 1, 2023	\$ 925.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink B/C	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 405.00	Jan 1, 2023	\$ 425.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 445.00	Jan 1, 2023	\$ 470.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Outdoor Sign Advertising						
Static Sign per week						
Standard						
Memorial Arena/John Tonelli Sports Centre	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Chris Hadfield Park	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
Memorial Arena/John Tonelli Sports Centre	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Chris Hadfield Park	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Electronic Sign per week						
Standard						
Nassagaweya Tennis Centre & Community Hall	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Main/Ontario	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
FirstOntario Arts Centre Milton	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
Nassagaweya Tennis Centre & Community Hall	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Main/Ontario	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
FirstOntario Arts Centre Milton	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorials						
Bench (maximum rate)	E	\$ 3,665.00	Jan 1, 2023	\$ 3,850.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tree (maximum rate)	E	\$ 980.00	Jan 1, 2023	\$ 1,030.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:

1. Rink Board advertising is available to a maximum of two boards per ice pad (unless included in a larger package).
2. Effective Date does not apply to groups with existing multi-year rental contracts. Rates and Fees will be charged as of the contract signing date.

**SCHEDULE 'D' TO BY-LAW NO. 058-2023
RECIPROCAL AGREEMENT**

**TOWN OF MILTON
RATES AND FEES
RECIPROCAL AGREEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
RA-Arena-Floor - Sport Use	T	\$ 151.01	Sep 1, 2023	\$ 158.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Arenas - Ice	T	\$ 208.21	Sep 1, 2023	\$ 218.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Beach Volleyball Court	T	\$ 22.01	Sep 1, 2023	\$ 23.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Community Centre Lobby Booth	T	\$ 15.05	Sep 1, 2023	\$ 15.82	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Gym-Full	T	\$ 95.49	Sep 1, 2023	\$ 100.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Gym-Half	T	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Studio	T	\$ 51.52	Sep 1, 2023	\$ 54.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Diamonds	T	\$ 18.46	Sep 1, 2023	\$ 19.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Fields	T	\$ 29.92	Sep 1, 2023	\$ 31.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Tennis Court	T	\$ 22.01	Sep 1, 2023	\$ 23.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MEETING SPACES						
RA-Category A	T	\$ 62.56	Sep 1, 2023	\$ 65.76	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category B	T	\$ 53.03	Sep 1, 2023	\$ 55.74	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category C	T	\$ 47.31	Sep 1, 2023	\$ 49.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category D	T	\$ 39.17	Sep 1, 2023	\$ 41.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category E	T	\$ 28.58	Sep 1, 2023	\$ 30.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

SCHEDULE 'E' TO BY-LAW NO. 058-2023
Licencing Services/Enforcement

In addition to the other clauses of this By-law, the following paragraph also apply to Licencing/Enforcement as defined in this By-law:

1. **THAT** a monthly fee be available, calculated at 1/12 (one Twelfth) of the yearly rate, for all new licences required by the Business Licencing By-law so applied to every whole or part month for which the licence is issued.

**TABLE 'E-1' OF SCHEDULE 'E' TO BY-LAW NO. 058-2023
LICENCING SERVICES/ENFORCEMENT**

**TOWN OF MILTON
RATES AND FEES
LICENCES / ENFORCEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Adult Entertain Entertainer License/ Renewal	E	\$ 525.00	Jan 1, 2023	\$ 551.85	Jan 1, 2024	Cash, Cheque, & Debit
Adult Entertain Operator License/ Renewal	E	\$ 4,488.00	Jan 1, 2023	\$ 4,717.53	Jan 1, 2024	Cash, Cheque, & Debit
Adult Entertain Owner License/ Renewal	E	\$ 4,488.00	Jan 1, 2023	\$ 4,717.53	Jan 1, 2024	Cash, Cheque, & Debit
Adult Video Class A License/ Renewal	E	\$ 972.00	Jan 1, 2023	\$ 1,021.71	Jan 1, 2024	Cash, Cheque, & Debit
Adult Video Class B License/ Renewal	E	\$ 783.00	Jan 1, 2023	\$ 823.04	Jan 1, 2024	Cash, Cheque, & Debit
Animal Services - Animal Licensing	E	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Senior's Discount for Animal Licensing (15% Discount)	E	\$ 40.80	Jan 1, 2023	\$ 42.50	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Replacement Tag	E	\$ 16.00	Jan 1, 2023	\$ 16.82	Jan 1, 2024	Cash, Cheque, & Debit
Animal Control - Late Payment	E	\$ 11.00	Jan 1, 2023	\$ 11.56	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Appeal Fee (Licensing / Muzzle Orders)	E	\$ 851.00	Jan 1, 2023	\$ 894.52	Jan 1, 2024	Cash, Cheque, & Debit
Appeal Fee (Property Standards)	E	\$ 658.00	Jan 1, 2023	\$ 691.65	Jan 1, 2024	Cash, Cheque, & Debit
Domestic Animal Return fee - per repeat occurrence	T	\$124 + Applicable Shelter Fees	Jan 1, 2023	\$130 + Applicable Shelter Fees	Jan 1, 2024	Cash, Cheque, & Debit
Late Licencing Fee	E	10% of Fee (Min \$10 Charge)	Jan 1, 2023	10% of Fee (Min \$36 Charge)	Jan 1, 2024	Cash, Cheque, & Debit
Licensing Appointment - Fail to Attend	E	\$ 18.00	Jan 1, 2023	\$ 18.92	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Attendant License/ Renewal	E	\$ 423.00	Jan 1, 2023	\$ 444.63	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Operator License/ Renewal	E	\$ 914.00	Jan 1, 2023	\$ 960.74	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Owner License/ Renewal	E	\$ 1,060.00	Jan 1, 2023	\$ 1,114.21	Jan 1, 2024	Cash, Cheque, & Debit
Business License Transfer Fee	E	\$ 66.00	Jan 1, 2023	\$ 69.38	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - A	E	\$ 559.00	Jan 1, 2023	\$ 587.59	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - B	E	\$ 395.00	Jan 1, 2023	\$ 415.20	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - C	E	\$ 390.00	Jan 1, 2023	\$ 409.95	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - D	E	\$ 395.00	Jan 1, 2023	\$ 415.20	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle Driver	E	\$ 218.00	Jan 1, 2023	\$ 229.15	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle Transfer/Change of Vehicle Fee	E	\$ 308.00	Jan 1, 2023	\$ 323.75	Jan 1, 2024	Cash, Cheque, & Debit
Extended On-Street Parking Application Fee	E	\$ 43.00	Jan 1, 2023	\$ 45.20	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Grow Op / Drug Lab Inspection Fee	T	\$ 699.00	Jan 1, 2023	\$ 734.75	Jan 1, 2024	Cash, Cheque, & Debit
Kennels	E	\$ 489.00	Jan 1, 2023	\$ 514.01	Jan 1, 2024	Cash, Cheque, & Debit
Late Vehicle Inspection Fee	E	\$ 132.00	Jan 1, 2023	\$ 138.75	Jan 1, 2024	Cash, Cheque, & Debit
Letter of Compliance	E	\$ 85.00	Jan 1, 2023	\$ 89.35	Jan 1, 2024	Cash, Cheque, & Debit
Line Fences Act Application Fee	E	\$ 393.00	Jan 1, 2023	\$ 413.10	Jan 1, 2024	Cash, Cheque, & Debit
Line Fences Act Fence viewer Attendance Fee (per Fence viewer)	T	\$ 107.00	Jan 1, 2023	\$ 112.47	Jan 1, 2024	Cash, Cheque, & Debit
Lotteries/ Bingos	E	Legislated at 3%	Jan 1, 2023	Legislated at 3%	Jan 1, 2024	Cheque
Municipal Clearance Letter (LLBO)	E	\$ 402.00	Jan 1, 2023	\$ 422.56	Jan 1, 2024	Cash, Cheque, & Debit
Noise Exemption Application Fee	E	\$ 287.00	Jan 1, 2023	\$ 301.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹

**TABLE 'E-1' OF SCHEDULE 'E' TO BY-LAW NO. 058-2023
LICENCING SERVICES/ENFORCEMENT**

**TOWN OF MILTON
RATES AND FEES
LICENCES / ENFORCEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Pay Duty Officer (per hour)	T	\$ 104.00	Jan 1, 2023	\$ 109.32	Jan 1, 2024	Cash, Cheque, & Debit
Personal Service Business	E	\$ 439.00	Jan 1, 2023	\$ 461.45	Jan 1, 2024	Cash, Cheque, & Debit
Personal Service Business with Body Rub	E	\$ 915.00	Jan 1, 2023	\$ 961.80	Jan 1, 2024	Cash, Cheque, & Debit
Portable Signs (per 21 day period)	E	\$ 75.00	Jan 1, 2023	\$ 78.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Portable Signs Change Fee (date/time)	E	\$ 28.00	Jan 1, 2023	\$ 29.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Private Property Parking - Licence New Officer Fee	E	\$ 53.00	Jan 1, 2023	\$ 55.71	Jan 1, 2024	Cheque
Private Property Parking - Ticket Cancellation Fee	E	\$ 11.00	Jan 1, 2023	\$ 11.56	Jan 1, 2024	Cheque
Replacement Commercial Plates	E	\$ 109.00	Jan 1, 2023	\$ 114.57	Jan 1, 2024	Cash, Cheque, & Debit
Request for Reopening Parking Matters (per Parking Infraction Notice)	T	\$ 37.00	Jan 1, 2023	\$ 38.89	Jan 1, 2024	Cash, Cheque, & Debit
Salvage/Scrap Yard	E	\$ 590.00	Jan 1, 2023	\$ 620.17	Jan 1, 2024	Cash, Cheque, & Debit
Sign Removal Fee (Town Storage) - illegally placed signs - per sign fee	T	\$ 92.00	Jan 1, 2023	\$ 96.71	Jan 1, 2024	Cash, Cheque, & Debit
Signage on Town Road Allowances	T	\$ 375.00	Jan 1, 2023	\$ 394.18	Jan 1, 2024	Cash, Cheque, & Debit
Special Vehicle Parking Exemption Application fee	E	\$ 21.00	Jan 1, 2023	\$ 22.07	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Re-Site Inspection (By-Law/Licensing/Animal Control)	T	\$ 156.00	Jan 1, 2023	\$ 163.98	Jan 1, 2024	Cash, Cheque, & Debit
Re-Site Inspection After-Hours (By-Law/Licensing/Animal Control)	T	\$ 281.00	Jan 1, 2023	\$ 295.37	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Driver Test	E	\$ 75.00	Jan 1, 2023	Discontinued	Aug 1, 2023	Cash, Cheque, & Debit
Taxi Driver Study and Application Package	T	\$ 12.00	Jan 1, 2023	Discontinued	Aug 1, 2023	Cash, Cheque, & Debit
Taxi Meter Seal Replacement	T	\$ 44.00	Jan 1, 2023	\$ 46.25	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Photo ID Card Replacement	T	\$ 38.00	Jan 1, 2023	\$ 39.94	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Plate Transfer/Change of Vehicle or Re-inspection Fee	E	\$ 219.00	Jan 1, 2023	\$ 230.20	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo/Transportation Network Company Broker License / Renewal	E	\$ 568.00	Jan 1, 2023	\$ 597.05	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo Driver License / Renewal	E	\$ 199.00	Aug 1, 2023	\$ 209.18	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo Owner License / Renewal	E	\$ 164.00	Aug 1, 2023	\$ 172.39	Jan 1, 2024	Cash, Cheque, & Debit
Transportation Network Company License / Renewal	E	\$ 20,000.00	Aug 1, 2023	\$ 21,022.85	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 1 - Day Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 2 - Seasonal Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 3 - Door to Door Sales	E	\$ 561.00	Jan 1, 2023	\$ 589.69	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 4 - Antique / Collectible Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 5 - Craft Show	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 6 - Manufacturing Show	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 7 - Flea Market	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 8 - General	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Wildlife Response on Private Property	T	\$ 240.00	Jul 18, 2023	\$ 252.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹

NOTES:

1. Credit Cards will only be accepted for online applications.

SCHEDULE 'F' TO BY-LAW NO. 058-2023
Clerks

In addition to the other clauses of this By-law, the following paragraphs also apply to Clerks fees as defined in this By-law:

1. **THAT** the fee for expedited service as prescribed in Table 'F-1' be applied to all license applicants requesting a business license within 48 hours, to marriage license applicants without a scheduled appointment and requesters of immediate travel letters.
2. **THAT** expedited service for licensing and marriage licenses will be at the discretion of the Town Clerk's Division, provided there are sufficient resources available to handle the request.
3. **THAT** the sign fee for Municipal, Provincial and Federal candidates be refundable provided that the candidate removes their signs within 72 hours of the election and the candidate has no outstanding fines resulting from violations from the Election Sign By-law.

**TABLE 'F-1' OF SCHEDULE 'F' TO BY-LAW NO. 058-2023
CLERKS**

**TOWN OF MILTON
RATES AND FEES
CLERKS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Commissioner of Oaths (1 - 5 pages)	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths(6 - 10 pages)	T	\$ 53.00	Jan 1, 2023	\$ 56.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths (11 - 20 pages)	T	\$ 77.00	Jan 1, 2023	\$ 81.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths (21+ pages)	T	\$ 92.00	Jan 1, 2023	\$ 97.00	Jan 1, 2024	Cash, Cheque, & Debit
Death Registration: In-Town	E	\$ 52.00	Jan 1, 2023	\$ 55.00	Jan 1, 2024	Cash, Cheque, & Debit
Death Registration: Out-of-Town	E	\$ 79.00	Jan 1, 2023	\$ 83.00	Jan 1, 2024	Cash, Cheque, & Debit
Discharge of an Order - Registered Order To Comply	T	\$ 463.00	Jan 1, 2023	\$ 487.00	Jan 1, 2024	Cash, Cheque, & Debit
Expedited Service ¹	E	10% of Fee (Min \$10 Charge)	Jan 1, 2023	10% of Fee (Min \$10 Charge)	Jan 1, 2024	Cash, Cheque, & Debit
Freedom of Information Request - Application Fee	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Freedom of Information Request	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Heritage Property Check	E	\$ 16.00	Jan 1, 2023	\$ 17.00	Jan 1, 2024	Cash, Cheque, & Debit
Marriage License	E	\$ 159.00	Jan 1, 2023	\$ 167.00	Jan 1, 2024	Cash, Cheque, & Debit
Marriage Ceremony	E	\$ 176.00	Jan 1, 2023	\$ 185.00	Jan 1, 2024	Cash, Cheque, & Debit
Short-Term Rental Licensing Fee	E	\$ 334.00	Jan 1, 2023	\$ 351.00	Jan 1, 2024	Cash, Cheque, & Debit
Online Parking Ticket Payment Service Charge	T	\$ 2.00	Jan 1, 2023	\$ 2.20	Jan 1, 2024	Credit Card
Release of Agreement	T	\$307.06 + Applicable Registration/ Teraview Fee(s)	Jan 1, 2023	\$322.76 + Applicable Registration/ Teraview Fee(s)	Jan 1, 2024	Cash, Cheque, & Debit
Replacement Marriage License	E	\$ 70.00	Jan 1, 2023	\$ 74.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Research/Information Request (per hour)	T	\$ 255.00	Jan 1, 2023	\$ 268.00	Jan 1, 2024	Cash, Cheque, & Debit
Town Subdivision / Vacant Land Condo Agreement	E	\$ 8,930.00	Jan 1, 2023	\$ 9,387.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'F-1' OF SCHEDULE 'F' TO BY-LAW NO. 058-2023
CLERKS**

**TOWN OF MILTON
RATES AND FEES
CLERKS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Administrative Penalty System						
Certified Registered Owner Document	E	\$ 21.00	Jan 1, 2023	\$ 22.00	Jan 1, 2024	Cash, Cheque, & Debit
Late Payment	E	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, & Debit
MTO Search Fee	E	\$ 11.00	Jan 1, 2023	\$ 12.00	Jan 1, 2024	Cash, Cheque, & Debit
MTO Plate Denial	E	\$ 28.00	Jan 1, 2023	\$ 29.00	Jan 1, 2024	Cash, Cheque, & Debit
Screening Fail to Appear	E	\$ 53.00	Jan 1, 2023	\$ 56.00	Jan 1, 2024	Cash, Cheque, & Debit
Hearing Fail to Appear	E	\$ 106.00	Jan 1, 2023	\$ 111.00	Jan 1, 2024	Cash, Cheque, & Debit
Election						
Nomination Filing Fee - Mayor ²	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Nomination Filing Fee - All Other Positions ²	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Election Sign Permit Fee for Council Candidate Running at Large, Provincial Candidates, Federal Candidates and Third Parties ³	E	\$ 300.00	Jan 1, 2023	\$ 300.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Election Sign Permit Fee for Others (Including School Trustee Candidates)	E	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card

NOTES:

1. Expedited service will only be provided when there are sufficient resources available.
2. The Nomination Filing Fee is refundable if the candidate files the required documents under subsection 88.25 (1) on or before 2 p.m. on the filing date (s. 34).
3. The Election Sign Permit Fee is refundable provided signs are removed within 72 hours and the candidate has no outstanding fines resulting from violations from the Election Sign By-law for all Municipal, Provincial and Federal candidates only.

SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV Innovation Centre

In addition to the other clauses of this By-law, the following paragraphs also apply to MEV Innovation Centre fees as defined in this By-law:

1. **THAT** the MEV Innovation Centre provides an ecosystem for technology intensive businesses to grow and foster their ideas, products and services. Users related to professional services, education and training are also permitted to use co-working, meeting and event space.
2. **THAT** offices will be reserved for those with a business idea and team that fit with the community and personality of the MEV Innovation Centre and interested users will be subject to an Entrance Interview process that will look for synergies in:
 - a. Emerging or disruptive technology that will change/create an existing industry or create a new industry
 - b. Technology intensive and associated professional services companies
 - c. Scalability into other industries
 - d. Delivering on ideas through commercialization
 - e. Potential for Market Penetration and Large Markets
 - f. Builds on Laurier's reputation of "Inspiring Lives"
3. **THAT** users of the space are required to provide a Certificate of Insurance that satisfies the requirements of the Town prior to occupancy.
4. **THAT** users of the space are required to make facility rental payments prior to occupancy.
5. **THAT** co-working day use desks or memberships are available to those users in business or starting a business.
6. **THAT** a minimum rental period of three (3) months applies for office rentals and that all users will be re-evaluated at the end of a 12 month period.
7. **THAT** the Board Room/Meeting Room/Workshop Room will be reserved for business related activities.
8. **THAT** the Atrium will be reserved for those users who are in business or support business networking.
9. **THAT** a maximum of 10 months of free office space be available annually for MEV Innovation Centre to use as an inducement to promote longer term leases and to allow businesses to try the MEV Innovation Centre that are for first time

users of the Centre, with no more than one (1) month free office space provided to a user.

10. **THAT** a maximum of 50 days of free co-working desk space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) day free co-working desk space provide to a user.
11. **THAT** a maximum of 48 hours of free board room space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
12. **THAT** a maximum of 24 hours of free atrium space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
13. **THAT** a maximum of 24 hours of free Workshop Room be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
14. **THAT** for the purpose of determining event profile and staffing requirements, profile is determined based on various needs associated with an event, such as supervision of licensed event, technical requirements for facility operation, security of event.
15. **THAT** the Cancellation Fee of 20% of the value of the rental permit be charged to any permit holder who cancels a rental agreement up to 14 days of the rental booking date. Refunds will not be provided for cancellations within 14 days of the rental booking date except in extenuating circumstances with the approval of the Director, Strategic Initiative and Business Development, or designate.

**TABLE 'G-1' OF SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV INNOVATION CENTRE**

**TOWN OF MILTON
RATES AND FEES
MILTON EDUCATION CENTRE INNOVATION CENTRE**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
MILTON EDUCATION VILLAGE INNOVATION CENTRE						
Co-Working Desk (Individual)						
Drop In (per day)	T	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Debit & Credit Card
Once a week (per month)	T	\$ 60.00	Jan 1, 2023	\$ 60.00	Jan 1, 2024	Debit & Credit Card
Co-Working Desk (Team)						
Drop In (up to 5 team members) (per day)	T	\$ 80.00	Jan 1, 2023	\$ 80.00	Jan 1, 2024	Debit & Credit Card
Business Meetings (meeting host/up to 2 guests) (per hour)	T	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership						
Per month	T	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Debit & Credit Card
Per Year	T	\$ 1,400.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership Upgrades						
Joint MEVIC - Burlington Hive Membership						
Per month	T	\$ 100.00	Jan 1, 2023	\$ 100.00	Jan 1, 2024	Debit & Credit Card
Per year	T	\$ 600.00	Jan 1, 2023	\$ 600.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership Plus (Dedicated Desk)						
Per month	T	\$ 90.00	Jan 1, 2023	\$ 90.00	Jan 1, 2024	Debit & Credit Card
Per year	T	\$ 650.00	Jan 1, 2023	\$ 650.00	Jan 1, 2024	Debit & Credit Card
Office Rental - per year	T	36.80/sq.ft	Jan 1, 2023	36.80/sq.ft	Jan 1, 2024	Debit & Credit Card
Board Room / Meeting Room Rental						
Per hour	T	\$ 40.00	Jan 1, 2023	\$ 40.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 200.00	Jan 1, 2023	\$ 200.00	Jan 1, 2024	Debit & Credit Card
Atrium Rental						
Per hour	T	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 1,000.00	Jan 1, 2023	\$ 1,000.00	Jan 1, 2024	Debit & Credit Card
Workshop Room Rental						
Per hour	T	\$ 90.00	Jan 1, 2023	\$ 90.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 600.00	Jan 1, 2023	\$ 600.00	Jan 1, 2024	Debit & Credit Card
Project Office Rental						
Per Day	T	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Debit & Credit Card
Per Month	T	\$ 1,300.00	Jan 1, 2023	\$ 1,300.00	Jan 1, 2024	Debit & Credit Card
Wired Internet Connection						
Per Day	T	\$ 11.89	Jan 1, 2023	\$ 12.50	Jan 1, 2024	Debit & Credit Card
Per Month	T	\$ 106.93	Jan 1, 2023	\$ 112.40	Jan 1, 2024	Debit & Credit Card
Server Room (per month)	T	\$ -	Jan 1, 2023	\$ -	Jan 1, 2024	Debit & Credit Card
LCD/Laptop Rental (per use)	T	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Debit & Credit Card

**TABLE 'G-1' OF SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV INNOVATION CENTRE**

**TOWN OF MILTON
RATES AND FEES
MILTON EDUCATION CENTRE INNOVATION CENTRE**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Insurance Fees	E	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Jan 1, 2024	Debit & Credit Card
Photocopies (per page) - (see Schedule 'N' of By-Law)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Debit & Credit Card
Complimentary Co-Working Desk (max of 50 days per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Office Space (max of 1 office 10 months/yr total)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Board Room Use (max of 48 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Atrium Use (max of 24 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Workshop Room Use (max of 24 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Event Staff Service Fee (per hour; minimum of 3 hours)						
High Profile Event	T	\$ 82.26	Sep 1, 2023	\$ 86.47	Jan 1, 2024	Debit & Credit Card
Low Profile Event	T	\$ 53.57	Sep 1, 2023	\$ 56.31	Jan 1, 2024	Debit & Credit Card

SCHEDULE 'H' TO BY-LAW NO. 058-2023
Corporate Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Corporate Services fees as defined in this By-law:

1. **THAT** the fees in this schedule may be waived in cases of error on the part of the Town or otherwise determined at the sole discretion of the Chief Financial Officer/Treasurer or designate.

**TABLE 'H-1' OF SCHEDULE 'H' TO BY-LAW NO. 058-2023
CORPORATE SERVICES**

**TOWN OF MILTON
RATES AND FEES
CORPORATE SERVICES DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Development Charge Inquiries	E	\$ 87.00	Jan 1, 2023	\$ 91.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Finance Compliance Requests	E	\$ 100.00	Jan 1, 2023	\$ 105.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Financial Publications - Hard Copy	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee for Accounts Receivable Transfer to Tax						
\$0-\$499.99 (including accrued interest)	T	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
\$500 and greater (including accrued interest)	T	\$ 265.00	Jan 1, 2023	\$ 279.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee Accounts Receivable Transfer to Collection Agency						
\$0-\$499.99 (including accrued interest)	T	\$50 plus 25% of Outstanding Balance	Jan 1, 2023	\$50 plus 25% of Outstanding Balance	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
\$500 and greater (including accrued interest)	T	\$265 + 25% of outstanding balance	Jan 1, 2023	\$279 + 25% of outstanding balance	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee for Other Charges Added to Tax Roll	T	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bid Documents without Drawings	T	\$ 79.00	Jan 1, 2023	\$ 83.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bid Documents without Drawings - Proposals	T	\$ 132.00	Jan 1, 2023	\$ 139.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Large Tender Documents with Extensive Drawings ¹	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tender Documents (with drawings)	T	\$ 132.00	Jan 1, 2023	\$ 139.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Research/Information Request (per hour)	E	\$ 158.00	Jan 1, 2023	\$ 166.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ownership Change	E	\$ 35.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit
Cheque Pull/Re-file	E	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit
Mortgage Company Processing Fee per roll number (Each: interim and final)	E	\$ 10.00	Jan 1, 2023	\$ 10.00	Jan 1, 2024	Cash, Cheque, Debit
Processed Cheque Copy	E	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Certificates	E	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Transfer of Funds	E	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Statements/Receipts/Duplicate or Reprint Billings	E	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Tender Package	T	\$ 72.00	Jan 1, 2023	\$ 76.00	Jan 1, 2024	Cash, Cheque, Debit

TABLE 'H-1' OF SCHEDULE 'H' TO BY-LAW NO. 058-2023
CORPORATE SERVICES

TOWN OF MILTON
RATES AND FEES
CORPORATE SERVICES DEPARTMENT

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Tax Overdue Notice Issuance (Levied on balances equal to, or greater than, \$100.00)	E	\$ 8.00	Jan 1, 2023	\$ 8.00	Jan 1, 2024	Cash, Cheque, Debit
TAX SALE						
Negotiation, preparation, execution and registration of Extension Agreement	E	\$ 1,200.00	Jan 1, 2023	\$ 1,200.00	Jan 1, 2024	Cash, Cheque, Debit
Advertising/Conducting Tax Sale	E	Actual Cost (minimum - \$1,000)	Jan 1, 2023	Actual Cost (minimum - \$1,000)	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Registration Recovery Service Fees External Agent – Actual costs to execute the Tax Sale Registrations and Tax Sales	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Registration Recovery Service Fees Internal Staff	E	10% of Total External Agent Costs	Jan 1, 2023	10% of Total External Agent Costs	Jan 1, 2024	Cash, Cheque, Debit
Application Review Fee for Older Adult Tax Deferral Program	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit
Registration of Deferral Fee for Older Adult Tax Deferral Program	E	\$ 200.00	Jan 1, 2023	\$ 200.00	Jan 1, 2024	Cash, Cheque, Debit
MAPS						
Custom Maps and digital map/data requests	T	Calculation Map Specific (hourly rate \$181 + materials)	Jan 1, 2023	Calculation Map Specific (hourly rate \$190 + materials)	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pre-created maps - standard sized (letter, legal, ledger): ward maps, urban street directory, map imagery from council reports	T	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pre-created maps - oversized (larger than ledger): ward maps, urban street directory, map imagery from council reports	T	\$ 35.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

- NOTES:
1. The fee to be charged for Large Tender Documents with Extensive Drawings will be based on the complexity of the documents and the time required to review the documents.
 2. Organizations exempt from GIS data fees include: other municipalities, local school boards, local libraries, hydro commissions, other local government agencies or associations, provincial or federal government agencies involved in local programs, consultants/developers/individuals working on behalf of the Town of Milton.

SCHEDULE 'I' TO BY-LAW NO. 058-2023
Fire Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Fire Services fees as defined in this By-law:

1. **THAT** the fee prescribed in Table 'I-1' to Schedule 'I' for false alarms be imposed on activated false alarms caused by equipment malfunction, improper installation, inadequate maintenance, and maliciousness or a lack of control over reporting processes when maintenance is being conducted. False Alarms, for the purpose of this Schedule 'I', means the activation of a fire alarm or emergency system which occurs without just cause, including where there is no fire, carbon monoxide or other emergency situation. This fee shall be administered as follows:
 - a. Where the fire department responds to any premise within the Town of Milton for an initial false alarm, no fees will be imposed for the first offence, however the fee will be imposed for each subsequent false alarm occurrence within the same calendar year unless there is work being done on the system and the owner has notified the Fire Department.
 - b. The fire department shall charge a property owner the False Alarm Fee stipulated in this Schedule 'I' if upon attending a property in response to the activation of a fire alarm or emergency system it is determined that it was a false alarm.
 - c. Where a false alarm is triggered as a result of work being conducted on a fire alarm or emergency system and the fire department attend at the property in response to the activation of a false alarm, the property owner shall be charged the False Alarm Fee stipulated in this Schedule 'I', unless the property owner notified the Milton Fire Department in advance of the work that was being conducted.
2. **THAT** where the fire department responds to an open air burning incident (including discharge of fireworks or other inappropriate fire setting) being conducted without a permit, or in violation of the conditions of the permit, or when a person has failed to call back to acknowledge the fire has been extinguished, or who fails to extinguish a fire once notification to do so has been given to him/her by the Chief Fire Official, the full costs of apparatus response extinguishment, including labour costs and equipment costs as determined by the Chief Fire Official, may be charged to the property owner and/or permit holder.
3. **THAT** where the fire department responds to any specialized or technical rescue incident where any person(s) has engaged in any hazardous activity, approved recreational or otherwise, the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Fire Chief or his/her designate, may be charged to the property owner and/or permit

holder, or person(s) engaged in said activity that required or caused emergency rescue and/or response.

4. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to motor vehicle incidents for non-residents, technical rescue, etc.) the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Chief Fire Official, may be charged to the property owner or person(s) engaged in and/or responsible for the actions that required fire or emergency rescue and/or response.
5. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to motor vehicle incidents, technical rescue, etc.) on provincial or federal lands located within the geographical area of the Town, the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Chief Fire Official or via established service agreements, may be charged to the property owner or person(s) engaged in and/or responsible for the actions that required fire or emergency rescue and/or response.
6. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to request for assistance, unknown odors, check calls etc.) where a Carbon Monoxide Alarm and/or Smoke Alarm are provided or installed for the Owner / Occupant to ensure compliance with the Fire Protection and Prevention Act, 1997 the cost of these materials shall be invoiced to the property owner, tenant or carrier as the case may be as prescribed in Table 'I-1'.
7. **THAT** in accordance with the Fire Department Establishing & Regulating Bylaw (as amended), if as a result of the a Fire Department response to a fire or emergency incident, the Fire Chief or his/her designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials than are carried on a fire apparatus (the "Additional Service") in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by or contracted by the Corporation, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Fire Department and/or to generally make "safe" an incident or property, the owner of the property requiring or causing the need for the Additional Service or expense shall be charged the full costs to provide the Additional Service including all applicable taxes. Property shall mean personal and real property.
8. **THAT** where in the presence of new information or evidence (for current or previously implemented cost for recovery mechanisms) for fire department emergency and rescue response (or any "Additional or other service") provides for reconsideration of said cost recovery, the Fire Chief, in consultation with the Chief Financial Officer/Treasurer, has the authority to amend or waive costs dependent upon the circumstances surrounding the particular emergency response or fire and life safety complaint investigation.

9. **THAT** nothing in this By-law prohibits the enforcement provisions of the Fire Protection and Prevention Act/Ontario Fire Code from being implemented where, in the opinion of the Chief Fire Official, such circumstances warrant.
10. **THAT** where the fire department responds to any incident involving hazardous materials or dangerous goods and any specialized “consumable” equipment is utilized in the response or mitigation of the incident, 100% of the cost of replacement for these materials and/or equipment shall be invoiced to the property owner, tenant or carrier as the case may be.
11. **THAT** where the fire department responds to any transportation incident involving hazardous materials or dangerous goods, a fee as prescribed in Table ‘I-1’ per responding apparatus shall be applied and the property owner and/or material carrier as applicable shall be invoiced.
12. **THAT** for the provision of requested rentals of the specified fire equipment or facilities, the requester shall be charged the fee as stipulated in Table ‘I-1’. All rentals are subject to availability as well as pre-approval by Fire Department. Usage restrictions and limitations apply. Liability waivers are required. For the rental of fire trucks: (1) One hour shall be added to all vehicle rentals, in addition to the duration requested, to allow for set-up and travel. All vehicle rentals require a minimum three-hour rental, including set-up and travel time.
13. **THAT** for all fire related permit requests, code compliance alternative solution review, occupant load calculation, designated fire route applications and propane facility license application and reviews, the requestor shall be charged the fee as stipulated in Table ‘I-1’. Firework permit requirements are identified within Fireworks By-law 037-2009.
14. **THAT** for the provision of other general services and products such as lock box, smoke alarms, carbon monoxide alarms, file search, printed copies of safety plans and/or other general items listed within this section, the requester shall be charged the fee as stipulated in Table ‘I-1’.
15. **THAT** for the provision of a standby crew and fire apparatus, other than an emergency response, for a private company, community group, developer, industry or provincial government. Standby location must be within Milton’s jurisdiction. All fire apparatus standby requests are subject to availability as well as pre-approval by Fire Department. (1) One hour shall be added to all standby requests, in addition to the duration requested, to allow for set-up and travel. All standbys require a minimum three-hour charge, including set-up and travel time.

**TABLE 'I-1' OF SCHEDULE 'I' TO BY-LAW NO. 058-2023
FIRE SERVICES**

**TOWN OF MILTON
RATES AND FEES
FIRE DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Burning Permit Issuance (Container and Brush)	E	\$ 55.00	Jan 1, 2023	\$ 57.81	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Large Burning Permit Issuance (Industrial/Commercial/Agricultural)	E	\$ 162.00	Jan 1, 2023	\$ 170.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
File Search	E	\$ 135.96	Jan 1, 2023	\$ 142.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Extinguisher Training (up to 20 Students)	T	\$ 423.89	Jan 1, 2023	\$ 445.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Fee for each additional student	T	\$ 15.93	Jan 1, 2023	\$ 16.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Reports	T	\$ 114.38	Jan 1, 2023	\$ 120.35	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Family) Discharge Permit	E	\$ 34.00	Jan 1, 2023	\$ 35.75	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Family) Sale Permit	E	\$ 156.00	Jan 1, 2023	\$ 164.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Exhibition) Discharge Permit	E	\$ 360.00	Jan 1, 2023	\$ 378.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inspections - Per Hour ¹	T	\$ 142.92	Jan 1, 2023	\$ 150.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Smoke/Carbon Monoxide Alarm	T	\$ 48.68	Jan 1, 2023	\$ 51.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Lock Box	T	\$ 387.61	Jan 1, 2023	\$ 407.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Photocopies (per page) - (see Schedule 'N' of By-Law)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Vehicle Compound (per hour)	T	\$ 161.95	Jan 1, 2023	\$ 169.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Search Tower (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Pumping Station; Drafting, Hydrant, Sprinkler (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Forcible Entry/Cutting Station (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Classroom, A, B, A&B (per hour)	T	\$ 166.37	Jan 1, 2023	\$ 175.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Low Profile Prop (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Route Application	T	\$ 381.20	Jan 1, 2023	\$ 400.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Code Compliance Alternative Solution Review	T	\$ 2,803.32	Jan 1, 2023	\$ 2,946.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Occupant Load Calculation	T	\$ 365.26	Jan 1, 2023	\$ 383.94	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Boarding and Securing Properties	T	\$ 654.43	Jan 1, 2023	\$ 687.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
EVT Services	T	\$ 142.92	Jan 1, 2023	\$ 150.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
SPECIAL EVENTS						
Special Events - Request for Attendance (per hour/per truck)	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Special Events - Request for Staff	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
FIRE AND EMERGENCY RESPONSE						
Response to Ministry of Transportation (MTO) Incidents						
Each apparatus per hour	E	MTO Prescribed Rate	Jan 1, 2023	MTO Prescribed Rate	Jan 1, 2024	Cash, Cheque, & Debit
Replacement of equipment and resources used	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Administration cost	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'I-1' OF SCHEDULE 'I' TO BY-LAW NO. 058-2023
FIRE SERVICES**

**TOWN OF MILTON
RATES AND FEES
FIRE DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
All Other Incidents²						
Burning Permit By-law Violations (per hour/per truck, minimum hour charge)	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
False Alarms (per hour/per truck, minimum hour charge)	E	\$ 805.92	Jan 1, 2023	\$ 847.14	Jan 1, 2024	Cash, Cheque, & Debit
Initial Response: each apparatus per hour	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Pumper and Hazmat Trailer and appropriate personnel per hour	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Additional Hours Apparatus Fee - charged per apparatus for each 1/2 hour (or part thereof) after initial response	E	\$ 332.54	Jan 1, 2023	\$ 349.55	Jan 1, 2024	Cash, Cheque, & Debit
Overtime Personnel (as applicable)	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Replacement of equipment and resources used	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Administration cost	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
REVIEW AND APPROVAL OF RISK AND SAFETY MANAGEMENT PLANS						
Existing 5000 USWG or less	E	\$ 327.00	Jan 1, 2023	\$ 344.00	Jan 1, 2024	Cash, Cheque, & Debit
New/Modified 5000 USWG or less	E	\$ 658.00	Jan 1, 2023	\$ 692.00	Jan 1, 2024	Cash, Cheque, & Debit
Existing greater than 5000 USWG	E	\$ 2,956.00	Jan 1, 2023	\$ 3,107.00	Jan 1, 2024	Cash, Cheque, & Debit
New/Modified greater than 5000 USWG	E	\$ 3,285.00	Jan 1, 2023	\$ 3,453.00	Jan 1, 2024	Cash, Cheque, & Debit
If necessary to retain 3 rd party engineer or other firm	E	Calculated at Cost	Jan 1, 2023	Calculated at Cost	Jan 1, 2024	Cash, Cheque, & Debit

NOTES:

1. First follow up Inspection of Code Compliance and Fire Safety Plan Review & Code Compliance Inspection are no charge. Items identified include, but are not limited to:
 - a. Second and subsequent reviews for Code Compliance and Fire Safety Plan Reviews.
 - b. Demolition Permit, Commercial Refreshment Vehicle, Salvage Yard Inspection, Daycare, and AGCO Approval
2. Items identified include, but are not limited to:
 - a. Hazardous Materials Response (Hazmat), Technical Rescue Response (High Angle Rope Rescue, Ice/Water, Confined Space Rescue, Trench Rescue, etc.),
 - b. Motor Vehicle Collision Response (non-Milton residents) & other fire suppression/emergency response.

SCHEDULE 'J' TO BY-LAW NO. 058-2023
Engineering Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Engineering Services fees as defined in this By-law:

1. **THAT** no refund of application fees will be granted upon the withdrawal of the application regardless of the timing of the withdrawal, except where it is determined, at the sole discretion of the Commissioner of Development Services or designate, that the application was made in error or a refund is deemed to be required as a direct result of the action of the Town of Milton.
2. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'J-1' to Schedule 'J':

a) Peer Review Fees

- i. In conjunction with the Subwatershed Impact Study (SIS) process or in situations where the Town lacks the required in-house technical expertise, peer review of specific studies and reports submitted in support of a development proposal may be required in order to complete and/or expedite the technical evaluation of such applications. Any requirement for peer review shall be at the discretion of the Commissioner of Development Services or designate.
- ii. When peer review is determined to be required in support of the Subwatershed Impact Study (SIS) process, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review including staff time incurred. The applicant is advised that the invoice schedule of the peer review consultant may not coincide with the Town's invoicing schedule and as such peer review and staff time may be invoiced separately.
- iii. When peer review is determined to be required in support of a development proposal, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review.
- iv. When peer review is determined to be required in support of works (design, construction, or otherwise) covered in an agreement between a

third party and the Town (i.e. a third party requires infrastructure installed, and the Town agrees to install this infrastructure on behalf of the third party, as part of a Town construction contract), the third party shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the third party will be provided an estimate for review and approval prior to the peer review starting and the third party will be invoiced based on the actual costs of the peer review.

- v. When peer review is determined to be required in support of a site alteration permit application, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review.
- vi. The Corporation shall be responsible for and retain full control of the peer review including, but not limited to, the following:
 - a. Preparation of the terms of reference;
 - b. Selection of the required consultant(s)
 - c. Project management; and
 - d. Material Testing

b) Site Alteration Per Hectare Fees

- i. In conjunction with a site alteration permit application, when Site Alteration Per Hectare Fees are determined, Site Alteration Per Hectare Fees are calculated based on the total combined area of site disturbance including cutting, clearing, filling, excavating, leveling, compaction, or any combination of these activities.

c) MECP Transfer of Review (Stormwater Management Environmental Compliance Approval application) Fee

- i. When it is determined that a Environmental Compliance Approval issued from the Ministry of the Environment, Conservation and Parks (MECP) is required for construction of sewage works, subject to the terms and conditions of the Transfer of Review Agreement between the Town of Milton and the MECP, the MECP Transfer of Review Fee payable to the Town is established based on the requirements set out in accordance with Section 6 (Activities mentioned in subsection 53(1) of the Ontario Water Resources Act – Subject Matter) of the Minister's Fee Schedule and s.179.1 of the Environmental Protection Act (EPA).

d) Consolidated Linear Infrastructure - Environmental Compliance Approval Permit Fee

- i. When it is determined that a Consolidated Linear Infrastructure Environmental Compliance Approval Permit (CLI ECA Permit) issued from the Town is required for construction of new stormwater management systems as well as alterations to the Town's existing stormwater management system, subject to the terms and conditions of the Parent CLI ECA issued to the Town by the MECP, the CLI ECA Permit Fee is established based on a full cost recovery model which includes;
 - a. Application review and permitting
 - b. MECP Reporting
 - c. CLI ECA program administration

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Banner Program: Banner Permit	E	\$ 168.00	Jan 1, 2023	\$ 177.00	Jan 1, 2024	Cash, Cheque, & Debit
Banner Program: Reimbursement of banner installation costs	T	\$ 147.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Compliance Letters	E	\$ 419.00	Jan 1, 2023	\$ 440.00	Jan 1, 2024	Cash, Cheque, & Debit
Curb Cut	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Decorative Street Name Signs	E	\$ 420.00	Jan 1, 2023	\$ 441.00	Jan 1, 2024	Cash, Cheque, & Debit
Emergency Works	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Processing Fee	E	\$ 1,727.00	Jan 1, 2023	\$2,128.00 + Actual Legal Cost	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Renewal Fee	E	\$ 465.00	Jan 1, 2023	\$ 489.00	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Rental Fee	E	\$ 265.00	Jan 1, 2023	\$ 327.00	Jan 1, 2024	Cash, Cheque, & Debit
Entrance Culvert Installation Rates (\$/metre)	E	\$ 922.00	Jan 1, 2023	\$ 969.00	Jan 1, 2024	Cash, Cheque, & Debit
Entrance Permit - Non-Residential	E	\$ 1,801.00	Jan 1, 2023	\$ 1,893.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Entrance Permit - Residential	E	\$ 603.00	Jan 1, 2023	\$ 634.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Filming Permit Fee	E	\$ 377.00	Jan 1, 2023	\$ 396.00	Jan 1, 2024	Cash, Cheque, & Debit
Inspection fees (Access, holdback, construction damage deposit)	T	\$ 501.00	Jan 1, 2023	\$ 527.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
MECP Transfer of Review (Stormwater Management Environmental Compliance Approval application)	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Other						
Piling and Shoring	T	\$536.00 + Actual Legal Cost	Jan 1, 2023	\$563.00 + Actual Legal Cost	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - New Location Permit Fee (Per Box)	T	\$ 267.00	Jan 1, 2023	\$ 281.00	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - Test Location Permit Fee (Per Box)	T	\$ 225.00	Jan 1, 2023	\$ 237.00	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - Renewal Location Permit Fee (Per Box)	T	\$ 112.00	Jan 1, 2023	\$ 118.00	Jan 1, 2024	Cash, Cheque, & Debit
Road Clearing Works	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Road Closure for Special Events	T	\$ 387.00	Jan 1, 2023	\$ 407.00	Jan 1, 2024	Cash, Cheque, & Debit
Road Occupancy Permit - General	E	\$ 844.00	Jan 1, 2023	\$ 887.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Road Occupancy Permit - Storage	E	\$ 231.00	Jan 1, 2023	\$ 243.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Rural House Numbering	E	\$ 251.00	Jan 1, 2023	\$ 264.00	Jan 1, 2024	Cash, Cheque, & Debit
Signal Timing Plan	T	\$ 173.00	Jan 1, 2023	\$ 182.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Alteration Permit	E	\$ 2,648.00	Jan 1, 2023	\$ 2,783.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Site Alteration Per Hectare Fee	E	\$ 378.00	Jan 1, 2023	\$ 397.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Site Alteration Extensions	E	\$ 1,324.00	Jan 1, 2023	\$ 1,391.50	Jan 1, 2024	Cash, Cheque, & Debit
Special Event Permit Fees (non Charitable Events)	E	\$ 327.00	Jan 1, 2023	\$ 344.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Traffic Data or Analysis Request (per hour)	T	\$ 408.00	Jan 1, 2023	\$ 429.00	Jan 1, 2024	Cash, Cheque, & Debit
Spillage or Tracking Cleanup (per hour)	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Subwatershed Impact Study (SIS)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Stop Sign Rental (per day)	T	\$ 333.00	Jan 1, 2023	\$ 350.00	Jan 1, 2024	Cash, Cheque, & Debit
Access to Private Property via Town Owned Lands						
Application Fee	E	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, & Debit
Daily Rate	E	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, & Debit
Base Permit Fee	E	\$ 1,170.00	Jan 1, 2023	\$ 1,230.00	Jan 1, 2024	Cash, Cheque, & Debit
Security Deposit	E	\$5,000 Minimum	Jan 1, 2023	\$5,000 Minimum	Jan 1, 2024	Cash, Certified Cheque, Money Order, Bank Draft, & Debit

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Traffic Count Data - ATR or TMC (per location)	T	\$ 229.00	Jan 1, 2023	\$ 241.00	Jan 1, 2024	Cash, Cheque, & Debit
Wide Load Permits	E	\$ 263.00	Jan 1, 2023	\$ 276.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Engineering Plan Request (Digital or Printed)	T	\$ 124.00	Jan 1, 2023	\$ 130.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Agreement Registration - Pre-Servicing	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Windrow Program	E	\$ 63.00	Jan 1, 2023	\$ 66.00	Jan 1, 2024	Cash, Cheque, & Debit
DAMAGE AND DEBRIS SECURITIES						
Residential Development	E	\$25 per meter of frontage / max \$500	Jan 1, 2023	\$25 per meter of frontage / max \$500	Jan 1, 2024	Cash, Certified Cheque, & Debit
Industrial or commercial Development	E	\$25 per meter of frontage / max \$1,000	Jan 1, 2023	\$25 per meter of frontage / max \$1,000	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additions with full foundation onto existing res. Development	E	\$25 per meter of frontage / max \$500	Jan 1, 2023	\$25 per meter of frontage / max \$500	Jan 1, 2024	Cash, Certified Cheque, & Debit
Road Damage Deposit	E	\$10,000 minimum deposit + \$8,000 per 100m of road lane	Jan 1, 2023	\$10,000 minimum deposit + \$8,000 per 100m of road lane	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
PLAN REVIEW AND SUBMISSIONS						
Pre-Draft Plan Review	E	\$ 7,240.00	Jan 1, 2023	\$ 7,610.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additional Engineering Submissions	E	\$ 3,580.00	Jan 1, 2023	\$ 3,763.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additional Landscape Submissions	E	\$ 2,250.00	Jan 1, 2023	\$ 2,365.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
LOCATES						
Locate Services for Underground Infrastructure in unassumed areas	E	Actual Cost plus 15%	Jul 18, 2023	Actual Cost plus 15%	Jan 1, 2024	Cash, Cheque, & Debit
MUNICIPAL ACCESS AGREEMENT (MAA) [unless otherwise agreed to in a MAA]						
Road Occupancy Permit (ROP) fee (annual blanket fee)	E	\$ 6,566.00	Jan 1, 2023	\$ 6,902.00	Jan 1, 2024	Cash, Cheque, & Debit
Plus ROP Application fee (Annual - based on number of applications in prior year)						
0 to 100 Applications (covered by the blanket fee)	E	\$ -	Jan 1, 2023	\$ -	Jan 1, 2024	Cash, Cheque, & Debit
101 to 500 Applications	E	\$ 5,156.00	Jan 1, 2023	\$ 5,420.00	Jan 1, 2024	Cash, Cheque, & Debit
501 to 1000 Applications	E	\$ 10,312.00	Jan 1, 2023	\$ 10,839.00	Jan 1, 2024	Cash, Cheque, & Debit
1001 to 2000 Applications	E	\$ 12,889.00	Jan 1, 2023	\$ 13,548.00	Jan 1, 2024	Cash, Cheque, & Debit
Over 2000 Applications	E	\$ 19,333.00	Jan 1, 2023	\$ 20,322.00	Jan 1, 2024	Cash, Cheque, & Debit
Municipal Consent Permit application fee (per street - including a wrap-around to a side street of no more than 20 metres)	E	\$ 588.00	Jan 1, 2023	\$ 618.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Pavement Degradation fees (per metre squared based on age of pavement cut)						
2 years or less	E	\$ 34.00	Jan 1, 2023	\$ 36.00	Jan 1, 2024	Cash, Cheque, & Debit
2 to 4 years	E	\$ 29.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, & Debit
4 to 7 years	E	\$ 18.00	Jan 1, 2023	\$ 19.00	Jan 1, 2024	Cash, Cheque, & Debit
7 to 10 years	E	\$ 12.00	Jan 1, 2023	\$ 13.00	Jan 1, 2024	Cash, Cheque, & Debit
10 or more years	E	\$ 5.00	Jan 1, 2023	\$ 5.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) program:						
Stormsewers	E	\$ 3,918.00	Jan 1, 2023	\$ 4,118.00	Jan 1, 2024	Cash, Cheque, & Debit
Ponds	E	\$ 4,872.00	Jan 1, 2023	\$ 5,121.00	Jan 1, 2024	Cash, Cheque, & Debit
Oil Grit Separators	E	\$ 2,859.00	Jan 1, 2023	\$ 3,005.00	Jan 1, 2024	Cash, Cheque, & Debit
Low Impact Development	E	\$ 3,918.00	Jan 1, 2023	\$ 4,118.00	Jan 1, 2024	Cash, Cheque, & Debit

SCHEDULE 'K' TO BY-LAW NO. 058-2023

Planning Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Planning Services fees as defined in this By-law:

1. **THAT** the applicant may be entitled to a partial refund of the fees prescribed in Table 'K-1' to Schedule 'K' on the following basis:
 - a. When an appeal of an application fee has been made to the Ontario Land Tribunal (OLT) or Town Council pursuant to Section 69(3) of the Planning Act and the reduction or waiving of the fee is approved by either the OLT and/or Town Council; or
 - b. For the following applications: Subdivision Approval, Condominium Approval and Amendment to the Official Plan, an Amendment to the Zoning By-law or for a Temporary Use By-law which have been withdrawn by the applicant:
 - i. 75% of the application fee may be refunded after the application has been entered into the Town's tracking system (AMANDA) and prior to circulation of the application to public agencies;
 - ii. 50% of the application fee may be refunded prior to the circulation of the Notice of Public Meeting;
 - iii. 25% of the application fee may be refunded prior to the statutory public meeting being held before Committee or Council;
 - iv. No portion of the application fee shall be refunded after the statutory public meeting has been held;
 - v. Notwithstanding the foregoing, no application fee or portion thereof shall be refunded after six (6) months from the date the application was deemed complete by the Town.
 - vi. Where an application is appealed to the OLT, at any point in the application review process, no refund of fees shall be provided.
2. **THAT** no refund of application fees will be granted upon the withdrawal of any other application type regardless of the timing of the withdrawal.
3. **THAT** the Pre-Application Process includes both the Pre-Consultation Meeting and Pre-Submission Review and fees are required in accordance with the following:
 - 3.1 Pre-Consultation
 - i. The fee for Pre-Consultation is required at the time of scheduling a Pre-Consultation Meeting and is non-refundable.

3.2 Pre-Submission Review

- i. The fee for a Pre-Submission Review is required at the time that the applicant makes a request for the review.
- ii. The fee for a Pre-Submission Review is 30% of the base application fees for all required Planning Act Applications and is non-refundable.
- iii. Upon the subsequent submission of a Planning Act Application, the remaining 70% of the base application fee will be charged.

4. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'K-1' to Schedule 'K':

4.1 Minor Variance Applications

- a. Type 1: Any application for existing residential dwellings, decks, fences, accessory buildings and/or structures, residential additions under 75m² and any application to permit the construction of accessory buildings or structures on properties used for public or agricultural purposes.
- b. Type 2: Any application to permit the construction of a residential dwelling(s) and/or units and/or residential additions over 75m².
- c. Type 3: Any application to permit the construction of and/or additions to buildings or structures on lands used for commercial, industrial or institutional purposes.

4.2 Consent to Sever

- a. Type 1: Any application for the creation of a new lot, or any application not defined as a Type 2 application below.
- b. Type 2: Any application for a lot line adjustment, a lease or an easement where no new lot is created.

4.3 Site Plan Applications

- a. A minor site plan application is one involving minor site works that require scoped review from internal Town Departments only and is in compliance with the Zoning By-law. Site Plan applications that require review from external agencies are not considered minor. Minor Site Plans may include, but are not limited to, the following:
 - i. Site works associated with the change of use of an existing building
 - ii. Parking lot modifications, outdoor patios, landscape works and the placement of accessory buildings and structures

- iii. Minor building additions not requiring other Planning Act approvals (e.g. minor variance applications)
 - iv. Minor changes to approved site plans to recognize as-constructed conditions which are satisfactory to the Town and in substantial compliance with the approved site plan
- b. “Partial Site Plan Approval” means the granting of full site plan approval to a subset of the required site plan drawings and must include full approval of the final the engineering drawings and reports. Partial Site Plan Approval may only be considered once the building footprint has been confirmed and zoning compliance has been achieved. The granting of “Partial Site Plan Approval” is entirely at the discretion of the Commissioner of Development Services or his/her designate in consultation with commenting agencies and may only be considered for complex development projects involving lengthy earth works and staged construction.
- c. Site Plan Application Fees are calculated in accordance with the following:
- i. Residential Applications (including Bed and Breakfast and Farm Vacation Home Applications):
 - 1) Residential Base Fee plus a per unit fee for every dwelling unit or suite proposed in excess of one dwelling unit
 - ii. Applications for Permitted Uses with an Environmentally Sensitive Area land use designation or within a Natural Heritage System (NHS) or Greenlands B (GB) Zone:
 - 1) Residential Base Fee plus a per unit fee for every dwelling unit or suite proposed in excess of one dwelling unit or suite, or,
 - 2) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) to a maximum of 10 hectares. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.
 - iii. Industrial, Commercial, Institutional and Recreational Applications:
 - 1) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) to a maximum of 10 hectares. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.
 - iv. Mixed Use Applications (Residential/Commercial):

- 1) Residential Base Fee plus a per unit fee for every dwelling unit proposed where residential is the predominant land use; or,
- 2) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) where commercial is the predominant land use. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.

v. Minor Site Plan Applications:

- 1) 15% of the applicable Site Plan application base fee.

vi. Partial Site Plan Approval Applications:

- 1) 15% of the applicable Site Plan application fee base fee.

vii. Additional Site Plan Resubmission Fee:

- 1) All Site Plan applications include the processing of the first submission and two (2) revisions only.
- 2) The fourth and subsequent revisions submitted to the Town by the owner will be subject to an additional fee of five (5%) percent of the current applicable Site Plan application fee for each subsequent resubmission required prior to Site Plan Approval.

4.4 Multiple Concurrent Subdivision, Condominium, Official Plan and/or Zoning By-law Amendment Applications

Where a specific development proposal requires multiple, concurrent applications the total application fee payable shall be calculated on the basis of the base fee for each application type plus the per unit and/or per hectare fee for one of the applications, whichever is the greatest.

4.5 Revision Fees

Revision fees are applicable where applicant-initiated changes are made to all application types in accordance with the following:

i) Minor Revisions Fees

- 1) Minor Revision Fees are payable where no further public meeting is required and/or no more than three agencies are

required to be circulated.

ii) Major Revision Fees

- 1) Major Revision Fees are payable where an additional public meeting is required and/or more than three agencies are required to be circulated.

iii) Site Plan Application Revision Fees

- 2) Minor Site Plan Revision Fees are payable for owner-initiated changes during the processing of a Site Plan application and where external agencies do not require re-circulation.
- 3) Major Site Plan Revision Fees are payable for owner-initiated changes during the processing of a Site Plan application and where external agencies require re-circulation.

4.6 Annual Processing Fees

- a. Annual Processing Fees are payable on the anniversary date of the acceptance of a complete application by the Town and are applicable to all application types where a decision has not been made;
- b. Annual processing fees will only be payable on files that are dormant as a result of inactivity on behalf of the applicant or their authorized agent.
- c. Notwithstanding the foregoing, annual processing fees for Subdivision and Condominium applications are only applicable prior to the granting of draft plan approval, after which, extension fees apply.
- d. Should there be no activity on an application over a period of six (6) months from the date of the last activity by the applicant, the application may be closed by the Development Services Department without further notification to the applicant and/or property owner. If the application is closed due to inactivity and the applicant/or property owner wish to again pursue the application, they will be required to re-apply and incur new application fees in accordance with the current Planning Act User Fee By-law.
- e. If the applicant and/or property owner is aware that the application will be held in abeyance for six (6) months or more and wish the application remain open, they must submit in writing the reasons for this request, upon which time the Development Services Department will make a determination on the disposition of the application.

4.7 Fees for Extension of Draft Approved Plans of Subdivision/ Condominium

- a. The granting of a one-year extension to draft plan approval will only be considered by the Commissioner of Development Services upon receipt of a written request and payment of the extension fee a minimum of 25 working days prior to the scheduled date of lapsing. In the event that the request and fee is not submitted within that timeframe, an emergency extension fee may also be payable.
- b. Only one emergency extension of draft plan approval may be considered for each draft plan within a twelve (12) month period.

4.8 Peer Review Fees

- a. In conjunction with certain Type 1 and Type 2 Applications, peer review of specific studies and reports submitted in support of a development proposal may be required in order to complete and/or expedite the technical evaluation of such applications. Any requirement for peer review shall be at the discretion of the Commissioner of Development Services or designate;
- b. When peer review is determined to be required, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be required to provide a deposit of \$5,000 per study requiring peer review prior to the application being deemed complete by the Town. Based on the actual costs of the peer review, the Town will either reimburse the applicant for excess deposit or invoice the applicant for additional peer review cost.
- c. The Corporation shall be responsible for and retain full control of the peer review including:
 - i. Preparation of the terms of reference;
 - ii. Selection of the required consultant(s); and
 - iii. Project management

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Advertising Fee (per required notice)	T	\$ 2,445.00	Jan 1, 2023	\$ 2,570.00	Jan 1, 2024	Cash, Cheque, & Debit
Administration Fee for Ontario Land Tribunal Appeal	E	\$ 349.00	Jan 1, 2023	\$ 367.00	Jan 1, 2024	Cash, Cheque, & Debit
Agreement Registration - Condominium	E	\$ 276.00	Jan 1, 2023	\$ 290.00	Jan 1, 2024	Cash, Cheque, & Debit
Agreement Registration - Subdivision	E	\$ 276.00	Jan 1, 2023	\$ 290.00	Jan 1, 2024	Cash, Cheque, & Debit
Annual processing fee for any planning application	E	\$ 3,283.00	Jan 1, 2023	\$ 3,451.00	Jan 1, 2024	Cash, Cheque, & Debit
Application for Communications Tower (on Town owned property)	E	\$ 7,024.00	Jan 1, 2023	\$ 7,383.00	Jan 1, 2024	Cash, Cheque, & Debit
Application for Communications Tower (on other property)	E	\$ 5,125.00	Jan 1, 2023	\$ 5,387.00	Jan 1, 2024	Cash, Cheque, & Debit
Cash in Lieu of Parking Agreement	E	\$ 2,649.00	Jan 1, 2023	\$ 2,784.00	Jan 1, 2024	Cash, Cheque, & Debit
Certificate of Occupancy/Zoning	E	\$ 140.00	Jan 1, 2023	\$ 147.00	Jan 1, 2024	Cash, Cheque, & Debit
Condominium Review	E	\$ 19,041.00	Jan 1, 2023	\$ 20,015.00	Jan 1, 2024	Cash, Cheque, & Debit
Condominium Conversion/Exemption	E	\$ 16,960.00	Jan 1, 2023	\$ 17,827.00	Jan 1, 2024	Cash, Cheque, & Debit
Consent to Sever - Type 1	E	\$ 7,809.00	Jan 1, 2023	\$ 8,208.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Consent to Sever - Type 2	E	\$ 5,922.00	Jan 1, 2023	\$ 6,225.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ground mounted Solar Application Screening	E	\$ 938.00	Jan 1, 2023	\$ 986.00	Jan 1, 2024	Cash, Cheque, & Debit
Local Official Plan Amendment - Incomplete Application ⁴	E	\$ 456.00	Jan 1, 2023	\$ 477.00	Jan 1, 2024	Cash, Cheque, & Debit
Local Official Plan Amendment	E	\$ 47,036.00	Jan 1, 2023	\$ 49,442.00	Jan 1, 2024	Cash, Cheque, & Debit
Regional Official Plan Amendment	E	\$ 30,998.00	Jan 1, 2023	\$ 32,583.00	Jan 1, 2024	Cash, Cheque, & Debit
Major revision to planning application	E	50% of Base Application Fees plus additional unit fee/sq metre gfa fee(s) ¹	Jan 1, 2023	50% of Base Application Fees plus additional unit fee/sq metre gfa fee(s) ¹	Jan 1, 2024	Cash, Cheque, & Debit
Minor revision to planning application	E	15% of Base Application Fees plus additional unit/sq metre gfa fee(s) ¹	Jan 1, 2023	15% of Base Application Fees plus additional unit/sq metre gfa fee(s) ¹	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Minor Variance - Type 1 (Pools/Decks)	E	\$ 2,197.00	Jan 1, 2023	\$ 2,309.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Minor Variance - Type 2 (New Homes, Additions >75)	E	\$ 2,799.00	Jan 1, 2023	\$ 3,641.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Minor Variance - Type 3 (Commercial/Industrial)	E	\$ 9,386.00	Jan 1, 2023	\$ 9,866.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Municipal House Number Change	E	\$ 1,410.00	Jan 1, 2023	\$ 1,482.00	Jan 1, 2024	Cash, Cheque, & Debit
Part Lot Control Exemption - Base fee plus per unit fee	E	\$ 1,613.00	Jan 1, 2023	\$ 1,695.00	Jan 1, 2024	Cash, Cheque, & Debit
Per Unit fee	E	\$ 70.00	Jan 1, 2023	\$ 74.00	Jan 1, 2024	Cash, Cheque, & Debit
Part Lot Control - Subsequent or Extension by-law fee (inc. registration)	E	\$ 1,076.00	Jan 1, 2023	\$ 1,131.00	Jan 1, 2024	Cash, Cheque, & Debit
Pre-Consultation Fee	E	\$ 371.00	Jan 1, 2023	\$ 390.00	Jan 1, 2024	Cash, Cheque, & Debit
Property Information Request - Planning	E	\$ 1,484.00	Jan 1, 2023	\$ 1,560.00	Jan 1, 2024	Cash, Cheque, & Debit
Property Information Request - Building	E	\$ 358.00	Jan 1, 2023	\$ 376.00	Jan 1, 2024	Cash, Cheque, & Debit
Remove Holdings	E	\$ 4,049.00	Jan 1, 2023	\$ 4,256.00	Jan 1, 2024	Cash, Cheque, & Debit
Sign Variance	E	\$ 4,291.00	Jan 1, 2023	\$ 4,510.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Agreement Fee	E	\$ 1,897.00	Jan 1, 2023	\$ 1,994.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Agreement Fee (Character Area)	E	\$ 276.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Site Plan Application - Property Title Search Fee	E	\$ 212.00	Jan 1, 2023	\$ 223.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Application - Legal Fees	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Inspection Fee	E	\$ 1,101.00	Jan 1, 2023	\$ 1,157.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Application - Incomplete Application Fee ⁴	E	\$ 177.67	Jan 1, 2023	\$ 184.71	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Non-Residential Base Fee	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Non-Residential fee per hectare up to a max of 10 hectares per application (rounded to nearest 1/4 hectare)	E	\$ 22,713.00	Jan 1, 2023	\$ 23,875.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Residential Base Fee plus per unit fee	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 2-25	E	\$ 574.00	Jan 1, 2023	\$ 603.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 196.00	Jan 1, 2023	\$ 206.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 160.00	Jan 1, 2023	\$ 168.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Residential Base Fee (Character Area)	E	\$ 985.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Site Plan Approval - Extension	E	\$ 1,412.00	Jan 1, 2023	\$ 1,484.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Mixed Use Base Fee plus variable fee (per residential unit or per sq.m. of non-residential GFA)	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 2-25	E	\$ 248.00	Jan 1, 2023	\$ 261.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 85.00	Jan 1, 2023	\$ 89.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 69.00	Jan 1, 2023	\$ 73.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 2.99	Jan 1, 2023	\$ 3.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Partial Site Plan Approval Application (percentage of base fee)	E	15% of Current Application Fees	Jan 1, 2023	15% of Current Application Fees	Jan 1, 2024	Cash, Cheque, & Debit
Aggregate Extraction Applications	E	\$ 102,961.00	Jan 1, 2023	\$ 108,227.00	Jan 1, 2024	Cash, Cheque, & Debit
MOE/MNR Permit Application Bordering Municipality	E	\$ 44,438.00	Jan 1, 2023	\$ 46,711.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Committee of Adjustment Meeting	E	\$ 2,268.00	Jan 1, 2023	\$ 2,384.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Research/Information Request (PD) (per hour)	E	\$ 257.00	Jan 1, 2023	\$ 270.00	Jan 1, 2024	Cash, Cheque, & Debit
Subdivision Deeming	E	\$ 2,689.00	Jan 1, 2023	\$ 2,827.00	Jan 1, 2024	Cash, Cheque, & Debit
Swimming Pool Fence Enclosure	E	\$ 198.00	Jan 1, 2023	\$ 208.00	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Use By-law Amendment - Type 1	E	\$ 18,539.00	Jan 1, 2023	\$ 19,487.00	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Use By-law - Extension	E	\$ 6,257.00	Jan 1, 2023	\$ 6,577.00	Jan 1, 2024	Cash, Cheque, & Debit
Tertiary Plan Fee	E	\$ 129,173.00	Jan 1, 2023	\$ 135,779.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision-Incomplete Application Fee ⁴	E	\$ 577.60	Jan 1, 2023	\$ 605.09	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Base fee plus per unit fee	E	\$ 53,760.00	Jan 1, 2023	\$ 56,509.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 0-25	E	\$ 436.00	Jan 1, 2023	\$ 458.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 259.00	Jan 1, 2023	\$ 272.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 121.00	Jan 1, 2023	\$ 127.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 1.44	Jan 1, 2023	\$ 1.51	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Subsequent Phase of D.P.A. or	E	\$ 34,959.00	Jan 1, 2023	\$ 36,747.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Request for Extension to Draft	E	\$ 3,428.00	Jan 1, 2023	\$ 3,603.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Rev-Emergency Extension fee	E	\$ 1,473.00	Jan 1, 2023	\$ 1,548.00	Jan 1, 2024	Cash, Cheque, & Debit
Zoning By-law Amendment- Incomplete Application ⁴	E	\$ 333.00	Jan 1, 2023	\$ 348.00	Jan 1, 2024	Cash, Cheque, & Debit
Zoning By-law Amendment- Base fee plus per unit fee	E	\$ 24,361.00	Jan 1, 2023	\$ 25,607.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 0-25	E	\$ 577.00	Jan 1, 2023	\$ 607.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 344.00	Jan 1, 2023	\$ 362.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 208.00	Jan 1, 2023	\$ 219.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 2.36	Jan 1, 2023	\$ 2.48	Jan 1, 2024	Cash, Cheque, & Debit
PARKING						
Cash in Lieu of Parking (per space)	E	\$ 10,145.47	Jan 1, 2023	\$ 10,664.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Cash in Lieu of Parking Application Fee	E	\$ 4,083.00	Jan 1, 2023	\$ 4,292.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
DAMAGE AND DEBRIS SECURITIES						
Inground Pools or garages on residential lot	E	\$ 300.00	Jan 1, 2023	\$ 300.00	Jan 1, 2024	Cash, Certified Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
PLANS, MAPS, AND STUDIES						
CD copy of study or plan	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Draft Subwatershed Update Study	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Official Plan (2001)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Colour Schedules and Maps (11" x 17")	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Colour Schedules and Maps (24" x 36")	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Retail Commercial Strategy Study	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan - Schedules - 11" x 17"	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan - Schedules (letter)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Zoning By-law	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Building Plans - dependant on drawing size ^{2,3}	T	\$108.34 + Actual Cost	Jan 1, 2023	\$113.88 + Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**** All agreement fees are also subject to disbursements.**

NOTES:

1. Additional unit fee(s) and square metre of gfa fee(s) represent the per unit fee(s) and/or square metre of gfa fee(s) for any additional units or gfa not included in the original application.
2. Staff time and actual printing costs: Up to 11x17 in size, photocopy fees on Table N-1 of Schedule N apply. Larger than 11x17 in size, external printing fees apply.
3. Additional fees may apply for offsite file retrieval
4. Includes Payment Issuance Fee from Table N-1 of Schedule N of the By-Law.

SCHEDULE 'L' TO BY-LAW NO. 058-2023
Development Agreements

In addition to the other clauses of this By-law, the following paragraphs also apply to Development Agreement fees as defined in this By-law:

1. **THAT** *development agreements* is defined as an executed agreement between a landowner and the Town and includes, but is not limited to,
 - a) a condominium agreement
 - b) a site plan agreement
 - c) a pre-servicing agreement
 - d) a subdivision agreement
 - e) a servicing agreement
2. **THAT** *estimated value of construction costs* is defined as the cost estimate of works to be designed, constructed or carried out by a landowner, or his/her designate, in accordance with Town standards and itemized in the development agreement. The works will include temporary and permanent infrastructure for both on-site and off-site works.
3. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'L-1' to Schedule 'L':

a) Engineering & Inspection Fees

- i. Fee is calculated by multiplying the total estimated value of construction costs by the applicable fee percentage;
- ii. To be paid at the time of execution of the development agreement;
- iii. Where a pre-servicing agreement has been previously executed, the fee will be recalculated using the revised total estimated value of construction costs (which includes the pre-servicing works plus additional works required in new development agreement) and the fee paid under the pre-servicing agreement will be deducted from the amount payable.
- iv. In the event the development does not proceed and the development agreement and underlying planning application process is closed, the Town will refund any unexpended Engineering and Inspection Fees; provided no works have commenced on the development site.

b) Legal

- i. The fee is a minimum, non-refundable amount;
- ii. If actual legal costs exceed the amount collected in the development agreement, the Town will invoice the incremental legal costs.

c) Per Unit Processing Fees:

- i. In the event of cancellation of the development agreement, the per unit processing fees will be retained by the Town to cover the costs of non-planning staff time expended supporting the development agreement.

d) Traffic Lights

- i. Invoiced annually based on the number of signalized intersections identified in the development agreement;
- ii. Annual invoices will be prorated as necessary using the date the signal(s) become(s) operational and/or the assumption of the development.

e) Winter Maintenance

- i. Roadway
 - o Invoiced annually for all roads within or external to but required for a development, as identified in the development agreement, commencing on:
 - The date of first occupancy for residential development; or
 - The first day that winter maintenance services are provided for non-residential development.
 - o Initial invoice will be prorated over the *winter season*.
- ii. Sidewalks and Multi-Use Paths
 - o Invoiced annually for all sidewalks and multi-use paths within or external to but required for a development for which the Town provides winter maintenance services commencing on the first day that winter maintenance services are provided;
 - o Initial invoice will be prorated over the *winter season* from the date winter maintenance services are first provided.
- iii. Final invoice will be prorated over the *winter season* to the date the Town assumes the road and/or sidewalk/multi-use path;
- iv. *Winter season* is defined as January 1 to April 15 and November 15 to December 31 of every year.

f) Streetlights

- i. Invoiced annually based on the number of streetlights identified in the development agreement commencing on the date of the development agreement; except for Streetlight Maintenance fees which will commence on the one-year anniversary of the development agreement as streetlights are under warranty for a period of one year.

- ii. Annual invoices will be prorated as necessary using the date of the development agreement and/or the assumption of the development.

**TABLE 'L-1' OF SCHEDULE 'L' TO BY-LAW NO. 058-2023
DEVELOPMENT**

**TOWN OF MILTON
RATES AND FEES
DEVELOPMENT AGREEMENTS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
DAMAGE/DEBRIS AND LOT GRADING SECURITIES						
Damage/Debris Deposit - units within an unassumed development	E	\$1,000 per 100 units	Jan 1, 2023	\$1,000 per 100 units	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Lot Grading Security - units within an unassumed development	E	\$100 per unit	Jan 1, 2023	\$100 per unit	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Administration Fee	T	10% of unclaimed deposit after six years	Jan 1, 2023	10% of unclaimed deposit after six years	Jan 1, 2024	Cash, Certified Payment & Debit
ENGINEERING & INSPECTION FEES						
Total estimated value of construction costs						
up to \$249,999	T	13% or \$6,000 whichever is greater	Jan 1, 2023	13% or \$6,000 whichever is greater	Jan 1, 2024	Cash, Debit & Certified Payment
between \$250,000 to \$499,999	T	9.00%	Jan 1, 2023	9.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$500,000 to \$749,999	T	8.00%	Jan 1, 2023	8.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$750,000 to \$1,499,999	T	8.00%	Jan 1, 2023	8.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$1,500,000 to \$4,999,999	T	7.00%	Jan 1, 2023	7.00%	Jan 1, 2024	Cash, Debit & Certified Payment
\$5,000,000 and greater	T	5.00%	Jan 1, 2023	5.00%	Jan 1, 2024	Cash, Debit & Certified Payment
Condominium Developments	T	2.50% or \$6,000 whichever is greater	Jan 1, 2023	2.50% or \$6,000 whichever is greater	Jan 1, 2024	Cash, Debit & Certified Payment
AGREEMENT LEGAL FEES						
Per agreement	E	\$9,000 or actual cost if greater	Jan 1, 2023	\$9,000 or actual cost if greater	Jan 1, 2024	Cash, Debit & Certified Payment
MODEL HOMES						
Deposit per model home	E	\$ 10,000.00	Jan 1, 2023	\$ 10,000.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
PER UNIT PROCESSING FEE						
Admin fee for non-planning staff reviews	E	\$ 553.00	Jan 1, 2023	\$ 486.00	Jan 1, 2024	Cash, Debit & Certified Payment
PERPETUAL MAINTENANCE FEES						
TBD prior to execution of development agreement to provide for long-term maintenance of works which will be assumed by the Town and are beyond Town Standards (i.e. enhanced stormwater management, fencing, landscaping and/or streetscape structures)	E	100% of construction cost	Jan 1, 2023	100% of construction cost	Jan 1, 2024	Cash, Debit & Certified Payment

**TABLE 'L-1' OF SCHEDULE 'L' TO BY-LAW NO. 058-2023
DEVELOPMENT**

**TOWN OF MILTON
RATES AND FEES
DEVELOPMENT AGREEMENTS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
SECURITY DEPOSIT						
Subdivision Agreement: Roads, sidewalks, site work/storm sewers/street lighting/drainage and erosion control/landscaping	E	100% of estimated value of construction costs	Jan 1, 2023	100% of estimated value of construction costs	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Site Plan Agreement	E	100% of estimated value of construction costs for SWM, landscape and off-site works; 50% of estimated value of construction costs for on-site works	Jan 1, 2023	100% of estimated value of construction costs for SWM, landscape and off-site works; 50% of estimated value of construction costs for on-site works	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Pre-servicing agreements	E	10% of estimated value of on-site construction costs and 100% of estimated value of off-site construction costs	Jan 1, 2023	10% of estimated value of on-site construction costs and 100% of estimated value of off-site construction costs	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Stormpond Clearing Security Deposit	E	\$ 120,000.00	Jan 1, 2023	\$ 120,000.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Piling and Shoring Security Deposit (per sq.m)	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
TRAFFIC LIGHTS						
Traffic Lights (per signalized intersection, per year)	T	\$ 5,894.57	Jan 1, 2023	\$ 6,196.00	Jan 1, 2024	Cash, Cheque, & Debit
PARKLAND MAINTENANCE						
Parkland Maintenance (prior to Subdivision Assumption)	E	Actual Cost plus 10%	Jan 1, 2023	Actual Cost plus 10%	Jan 1, 2024	Cash, Cheque, & Debit
WINTER MAINTENANCE						
Roadway - per lane km	E	\$ 3,615.52	Jan 1, 2023	\$ 3,800.43	Jan 1, 2024	Cash, Cheque, & Debit
Sidewalk/Multi-Use Path - per km	E	\$ 1,209.32	Jan 1, 2023	\$ 1,271.17	Jan 1, 2024	Cash, Cheque, & Debit
STREETLIGHTS (per streetlight)						
Hydro Power	T	\$ 118.89	Jan 1, 2023	\$ 124.59	Jan 1, 2024	Cash, Cheque, & Debit
Maintenance	T	\$ 17.12	Jan 1, 2023	\$ 17.52	Jan 1, 2024	Cash, Cheque, & Debit

SCHEDULE 'M' TO BY-LAW NO. 058-2023
Transit

In addition to the other clauses of this By-law, the following paragraph also applies to Milton Transit fares as defined in this By-law:

1. **THAT** the Director, Transit Services or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to implement promotional fares as per the Milton Transit Fare Policy, as a mechanism to support ridership recovery campaigns, where applicable.

**TABLE 'M-1' OF SCHEDULE 'M' TO BY-LAW NO. 058-2023
TRANSIT**

**TOWN OF MILTON
RATES AND FEES
TRANSIT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
CONVENTIONAL, SPECIALIZED AND ONDEMAND TRANSIT						
Adult (20-64 years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Adult (20-64 years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Adult (20-64 years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 85.00	Jan 1, 2023	\$ 91.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Senior (65+ years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Senior (65+ years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 22.00	Jan 1, 2023	\$ 23.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Senior (65+ years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 54.00	Jan 1, 2023	\$ 57.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Youth (13-19 years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Youth (13-19 years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 23.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Youth (13-19 years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 63.00	Jan 1, 2023	\$ 68.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
GO TRANSIT FARE INTEGRATION						
Universal (all ages): Fare per Trip (as per program guidelines)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
TRANSIT - OTHER						
Post Secondary Semester Pass (Full Time Enrollment)	E			\$ 273.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Child (12 years and under): With fare paying passenger	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
CNIB Card Holder (all ages with photo ID)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
Support Person (with a fare paying passenger): As per Accessibility for Ontarians with Disabilities Act (AODA)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
Life Skills - Transit Travel Training Program (Halton Catholic District School Board and Halton District School Board): as per program guidelines and eligibility)	E	50% Youth Concession Fare	Jan 1, 2023	50% Youth Concession Fare	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Charter Service Fee per hour (as per program guidelines)	T	\$ 145.00	Jan 1, 2023	\$ 155.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:

Policies:

A. Universal Transfer Policy: valid for multi-directional travel within a two (2) hour time window upon issuance. Stopovers and return trips permitted (effective Sep 1, 2020).

B. GO Transit Fare Integration: requires valid PRESTO card, GO Single-Ride Ticket or GO Day Pass presented upon boarding, including identification of eligible origin and/or destination as per program guidelines.

SCHEDULE 'N' TO BY-LAW NO. 058-2023
Town-Wide

In addition to the other clauses of this By-law, the following paragraphs also apply to Town-Wide fees as defined in this By-law:

1. **THAT** the Payment Issuance Fee as prescribed in Table 'N-1' be imposed on gross refunds greater than \$100 under the following circumstances:
 - a. Program Refunds;
 - b. Refunds of Overpayment of Accounts;
 - c. Stale-dated cheques;
 - d. Lost or stolen cheques; and
 - e. Payments made in error.
2. **THAT** the Director, Recreation & Culture, or designate, be authorized to waive the Payment Issuance Fee for Program Refunds, as appropriate, and the Chief Financial Officer/Treasurer or designate be authorized to waive the Payment Issuance Fee for all other areas.
3. **THAT** the Dishonoured Payment Fee will be applied when payments in any form (cheque, electronically, preauthorized) are returned by the financial institution for the following reasons:
 - i. Non-Sufficient Funds
 - ii. Stop Payment
 - iii. Account Closed
 - iv. Cannot Trace
 - v. No Chequing Privilege
 - vi. Not Eligible for Clearing
 - vii. Require Guarantor Endorsement
 - viii. Funds not Cleared
 - ix. Forged/Counterfeit
 - x. PTP Payor Refused
 - xi. Bank marked as Other
4. **THAT** the fees in this schedule may be waived in cases of error on the part of the Town or otherwise determined at the sole discretion of the Chief Financial Officer/Treasurer or designate.
5. **THAT** where chargeback recovery is subject to a settlement process, the existing authorities that have been delegated by Council to the Town's Risk Management staff will take precedence and Risk Management staff will have discretion as to the application (or not) of the related fees and charges.

**TABLE 'N-1' OF SCHEDULE 'N' TO BY-LAW NO. 058-2023
TOWN WIDE SERVICES**

**TOWN OF MILTON
RATES AND FEES
TOWN WIDE GOODS & SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Chargeback Administration Fee	T	10% of Chargeback	Jan 1, 2023	10% of Chargeback	Jan 1, 2024	Cash, Cheque, & Debit
Payment Issuance Fee	E	\$ 40.00	Jan 1, 2023	\$ 40.00	Jan 1, 2024	Automatic Deduction from Payment
Documents (courier cost and retrieval)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dishonoured Payment	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Photocopies (per page)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Standard Agreements (with template) - related to real property, tax rolls and subdivisions (i.e. Access to Private Property via Town owned lands Agreement)	E	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Standard Agreements (with template) - Other	T	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Request from off-site storage	T	Actual cost + \$76	Jan 1, 2023	Actual cost + \$80	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Non-Standard Agreements ¹	E	\$ 8,703.00	Jan 1, 2023	\$ 9,148.00	Jan 1, 2024	Cash, Cheque, & Debit
Subpoena Fee (per hour) - related to tax sale, property deeds, subdivisions	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Subpoena Fee (per hour) - Other	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit

NOTES:

1. Applies to agreements such as servicing agreements related to roads, construction of public infrastructure that fall outside the subdivision process, cost sharing of municipal servicing, advancing capital works etc.



The Corporation of the Town of Milton

Report To: Council

From: Aaron Smit, Director, Information Technology
Glen Cowan, Chief Financial Officer / Treasurer

Date: July 17, 2023

Report No: CORS-035-23

Subject: Property Tax Management System

Recommendation: That a single source award for a property tax billing and collection system to CentralSquare Canada Software Inc. be approved to an estimated amount of \$1,531,577 (exclusive of HST) for the initial implementation along with a five-year term, and that staff be delegated the authority to renew up to two (2) additional years.

THAT capital project C24110219 (Property Tax System Replacement) be increased by \$700,000 from \$164,088 to \$864,088 with funding provided from the Project Variance Account.

THAT in the preparation of the Proposed 2024 Capital Budget and Forecast staff include in 2024 a funding request for the project team resources required to implement the new property tax system, and remove from the forecast the portion of the estimated cost that was accelerated to 2023 in the recommendations above (previously forecasted in 2024).

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract(s), as outlined by the purchasing bylaw, and the Mayor and the Town Clerk be authorized to sign any required paperwork.

EXECUTIVE SUMMARY

- Replacement of the property tax system has been identified as a priority in the Town's service delivery review process (phase 2), and aligns with the digital first focus within the Town's strategic plan.
- Funding of \$1.9 million was previously approved in 2019 to replace the Town's property tax software, however based on an assessment of the market at the time, a decision was made to return funding to the reserve until such time as a suitable solution was available to meet the needs of the Town.

EXECUTIVE SUMMARY

- A single source award to CentralSquare is recommended given the limited market for this product, the alignment that it will create with the other municipalities in Halton with which Milton shares tax policy, the modernization and robustness offered by the solution, as well as the ability to secure the timing of the project implementation.
- In addition to strengthening of the Town's billing and collection processes, the new software will allow for the introduction of a self-service portal for property owners to more actively manage their accounts.
- If the recommendations herein are approved, and subject to successful negotiations, the project is expected to launch in late 2024 with a go-live date as early as late 2025.

REPORT

Background

The Town's current property tax software is responsible for the billing and collection of more than 45,000 tax accounts representing over \$240 Million in revenue for the Town, Region, School Boards and the Business Improvement Area (BIA). In Halton's two-tiered system, the billing of property taxation rests with the lower tier. With property taxes accounting for the largest revenue source for the Town, a secure, modernized and evolving property tax billing software solution is essential in safeguarding these revenues.

The Town has been utilizing the current property tax software platform since January of 1998. There have been periodic version updates over the past 25 years (with the most recent update in November 2021), however a number of features that are required to support a modern and growing municipality remain outstanding:

- Automation to upload ownership and mailing address changes, auto-pay plan or ebilling enrollment does not exist, therefore all are completed via manual entry
- Distribution of non-residential education tax dollars, resulting from assessment adjustments are not automated, requiring manual journal calculation and allocation by finance staff
- Mortgage company additions, deletions, edits are entered manually without auto-upload capability
- System cannot assign due date(s) or notify ratepayer of status for land apportionments, post-roll advisory notices and Assessment Review Board increases resulting in manual tracking, penalty and fee reversals
- Inability to extract table data or create custom reports, forms and analytics

Background

It is estimated that from just these few system limitations alone, tax staff devote over 1,500 hours annually on manual processes, resulting in staff seeking alternative means of achieving results through less than ideal methods. Tax staff rely on Information Technology (I.T.) staff to run a minimum of 60 independent processes, reports and queries annually. This additional workload equates to over 100 hours annually of I.T. staff time addressing functions that should be built-in functionality to a modern property tax management system. Further, product changes or advancements and an ability for an on-line self-serve customer tax portal are either difficult to implement, not sufficiently supported or not available.

Since early 2018, Finance and I.T. staff have actively been exploring potential replacement tax software systems. Additionally, Milton has continuously remained connected with other municipalities across the Province who are also exploring a migration to a new platform. Based on these discussions, along with the low vendor response rates to the requests for proposals (RFP) and expression of interests (EOI) issued by other municipalities, the market for property tax software is limited to only a few vendors who are able to provide a suitable solution, complete with the functionality that the Town requires.

Until recently, the Town of Halton Hills was also using the same software as Milton for its tax billing and collection activities. In 2021 they migrated to a new provider (CentralSquare). The Municipalities of Oakville and Burlington previously utilized Amanda Open Tax for over 20 years, however, in June 2018 the software provider CSDC (now Granicus) permanently discontinued development and support of its property tax module. Subsequently, both Oakville and Burlington are in the process of converting onto the CentralSquare solution with an anticipated go-live by end of 2023. CentralSquare is a company with over 25 years of property tax experience. They are currently shifting their focus away from the smaller, legacy products to their go-forward cloud-based property tax management system.

Through the 2019 Capital Budget process, \$1.9 million had been previously approved by Council for the replacement of the tax software system. At the time, although funds were available to proceed with the purchase of a replacement system, it was determined that the in-market tax solutions available to the Town required further advancement and development in order to satisfy the current and future needs of the organization. The unspent funding was returned by end of year 2019, aside from \$100,000 that was retained to optimize the current system or prepare for a future replacement.

Discussion

Any property tax billing solution must adhere to Provincial legislation and Town of Milton policies, primarily but not limited to the Municipal Act, Assessment Act and Education Act, as well as municipal by-laws, which stipulate the means utilized in the billing and collection

Discussion

of property taxes. It must also have the ability to load assessment information each year received from the Municipal Property Assessment Corporation (MPAC).

A number of other Ontario municipalities are in a similar situation with respect to needing to move to a more modern solution that adequately supports the needs of their respective organization. As such, these municipalities have been or are currently in the market for an improved solution. A scan of southern Ontario municipalities that are currently or have recently replaced their tax solution indicate that four have issued RFP's which have been met with very limited response. CentralSquare was a respondent to each, along with either one or two other internationally based software developers who hold little-to-no presence in the property tax systems market within Ontario.

Municipality	Procurement Method	Contracted with/Awarded to	Anticipated Go-Live
Caledon	Single Source	CentralSquare Canada Software Inc	estimated - July 2023
Burlington	Single Source	CentralSquare Canada Software Inc	estimated - Oct 2023
Oakville	RFP	CentralSquare Canada Software Inc	estimated - Nov 2023
Brantford	EOI - Single Source	CentralSquare Canada Software Inc	estimated - Dec 2023
Windsor	RFP	CentralSquare Canada Software Inc	estimated - TBD
Chatham-Kent	RFP	CentralSquare Canada Software Inc	Live - Jan 2021
Halton Hills	Single Source	CentralSquare Canada Software Inc	Live - Jan 2021
Guelph	Single Source	CentralSquare Canada Software Inc	Live - Jan 2023
St. Catharines	Single Source	CentralSquare Canada Software Inc	Live - Jan 2023
Barrie	RFI	CLOSED - results being evaluated	
Peterborough	RFP	CLOSED- did not award	
Hamilton	RFI	CLOSED - results being evaluated	

CentralSquare Property Tax

CentralSquare has legacy property tax systems in more than 500 municipalities within Canada including over 200 in Ontario. These legacy systems include Vadim, Diamond and a desktop version of Tempest (used in B.C. and Alberta) that fall under the CentralSquare suite of products. This vendor recognized the need for robust, modern and sustainable taxation software within the Ontario market and have been actively enhancing their product line since 2018. CentralSquare offers a robust, cloud-based application hosted via secure data centers within Canada. The CentralSquare system meets all Provincial property tax legislative requirements for billing and collection. Their tax solution is designed to be flexible in its operation thereby minimizing the need for Milton-specific customization. It offers functionality such as role/group defined permissions, flexible pre-authorized plans, unlimited user-defined attributes, variable school rates and revenue configurations, and

Discussion

robust data exports which are important to the present and future needs of the Town. CentralSquare's tax system also offers an online portal that provides self-serve capabilities, accessible through a secure login from the Town's website, available 24/7 to ratepayers. Customers will be able to enroll for ebilling or pre-authorized payment, change their mailing address, view pertinent account details (historical billings, payments, assessments and other transactional attributes), and generate a statement of their account that they can use for mortgage refinancing, property sale or income tax purposes.

Alternatives for Consideration

The Town can continue to maintain the current taxation system recognizing that manual workarounds for required functionality will persist along with dedicated I.T. staff resources to assist in maintaining and improving various report generation requirements and conducting a growing volume of data extractions, external manipulations and uploads back into the system annually. Future system limitations can be expected to persist with this alternative as product development plans have not shown the desired functionality as part of upcoming version releases.

Staff have also considered the potential for moving to a neighbouring municipality's developed in-house tax system. This solution is currently utilized by eight different municipalities within the GTA. Town staff have seen product demonstrations in 2018 and 2019 but have concerns about this solution's ability to serve the long-term needs of Milton.

The Town could alternatively enter into a competitive bid process (RFP) for a property tax software system. It is expected that the RFP process would take a minimum of six months to complete.

Non-Competitive Sourcing

The Town's Procurement By-law 061-2018, Section 10.1, requires Council approval to award a non-competitive (single source) procurement where the total cost of the contract exceeds \$25,000. Although a formal procurement process could occur in this instance;

- It is recognized that there is limited competition as there is an extremely limited presence of established property tax software vendors in the Canadian marketplace.
- The City of Burlington and the Towns of Halton Hills and Oakville are or will be utilizing CentralSquare for property taxation. Tax policy is set at the Provincial and Regional level, and is therefore consistently applied to all four municipalities within Halton. Utilizing the same property tax software would enable efficiency in the design and implementation of various programs and fosters uniformity in both messaging and visualization for the ratepayers in Halton.
- The utilization of CentralSquare would also provide an opportunity to modernize and automate processes that are currently completed manually, thereby enhancing and

Discussion

improving the customer experience, standardizing policy processes and providing efficiencies for the Town.

- Should the Town be in a position to execute a contract with CentralSquare in 2023 (for project initiation in late 2024), the timing of the initiative could be firmly secured and sufficient time for project planning and resourcing would be provided for.

The balance of this section outlines what next steps could entail on the basis that the authority for a single source award to CentralSquare is provided as recommended in this report.

Third Party Costs

CentralSquare prices their product according to the number of active property billing accounts within the Town's assessment base. Based on the 45,000 active billing accounts currently, the vendor has indicated a \$609,480 one-time capital cost for implementation and an ongoing operational cost of \$213,938 starting in 2026. This is an approximate incremental operating cost of \$194,354 over and above what the Town currently pays for the current tax management solution annually. This cost increase reflects a consistent trend related to an industry shift from self-hosted (on-premise) software systems to cloud-based systems, as well as being a reflection of the enhanced functionality this new solution would bring to the organization. In moving from an on-premises solution to a cloud-based solution, there may be savings realized in other operating budget line items that will partially mitigate this increase. This annual subscription would be subject to annual increases over the life of the established contract period. The Town would optimally opt for a minimum contract length of 5 years with the ability to execute 2 subsequent 1-year extensions for a total contract length of 7 years. This would provide the Town an opportunity to seek the most advantageous pricing by securing a long-term commitment and relationship with the vendor. The full project costs, including annual subscription rate increases and full implementation costs will be further refined during contract negotiations and implementation scoping exercises with the vendor.

Staff Resources Required for Implementation

In consultation with other municipalities that have completed their conversion onto the CentralSquare platform, as well as Milton's own experience with new software implementations, the establishment of a project team during the design and implementation phase will be central to the success of the project. Through the 2024 Budget process, additional capital funding for the resources that will be required for the project implementation will be requested. This timing will allow the project team needs to be further defined through discussion with CentralSquare, and will better match the timing of when the funding will be utilized. This project is expected to utilize subject matter experts and

Discussion

resources primarily from the Taxation & Assessment and I.T. teams, including project management competencies and oversight.

Timeline for Implementation

Due to age and limitations of a number of existing tax software solutions, a growing number of Ontario municipalities are considering or have committed to a shift onto the CentralSquare's property tax system. To secure Milton's targeted timeframe, staff are seeking Council's authority to establish a contract ahead of the 2024 budget process with a formal project launch expected in late 2024.

With consideration of the data conversion and validation requirements, a project launch no later than October 2024 is expected to offer a potential a go-live date as early as the fourth quarter of 2025. This could be followed by a post go-live period for data cleanup and further integrity checks ahead of the 2026 billing cycle.

The project timeline will be further assessed and revised as is required through the next steps in the process.

Relationship to Strategic Priorities

Migration to new property tax software is directly aligned with the opportunities detailed through the Service Delivery Review Phase 2 for the Corporate Services Department [CORS-063-20](#) as summarized below.

- Continue to investigate new tax software due to significant limitations with current provider (letter generation, manual recalculation for journal entries, process limitations) (FIN10).
- Create a self-service web-based portal for tax activity that includes account status and transactions, download of tax statement or receipt, join Auto-pay programs or update bank information, enroll in ebilling, update mailing address and purchase a Tax Certificate (FIN12).

This initiative also aligns with key elements of the Town's strategic planning process by modernizing and providing a digital first solution.

Digital technology has empowered consumers to demand more from the organizations they do business with and more than ever, this is being manifested in real-time availability. Putting this into perspective, approximately 65% of the 35,000 inquiries received last year by property tax staff (via phone call, email, in-person) relate directly to queries the public could have self-served via an on-line tax portal.



Discussion

Financial Impact

Funding for the replacement of the Town's property tax software was previously approved through the 2019 Budget process in an amount of \$1,895,180 in project C24110219. Through CORS-007-20, this funding was largely returned to reserve based on the results of a market assessment at that time.

At present, an approved budget of \$164,088 exists within the 2019 project, and a separate budget approval was made in 2023 for \$229,144 towards an online public portal through project C24110223. The budget forecast includes \$1,803,625 in funding in 2024 for the replacement of the property tax system.

Based on the recommendations contained herein, \$700,000 of the 2024 funding will be accelerated to 2023 for the purposes of finalizing a contract commitment to initiate the project. This amount includes the estimated vendor-related capital cost as well as a contingency. Through the 2024 budget process, the funding required for the project implementation resources will be requested in advance of the expected project launch in late 2024.

Once the new system is operational annual operating costs are expected in relation to licensing and support. The incremental cost (relative to the existing approved budget) is estimated at \$194,354 and is expected to be introduced into the Town's operating budget in 2026.

As part of the project implementation, staff will also revisit potential user fee implications that are associated with the functionality of the new system (including the public portal). The related recommendations will be presented to Council at a future date.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

Troy McHarg
Commissioner, Corporate Services

For questions, please contact:	Aaron Smit, Director, Information Technology	Phone: Ext. 2317
	Lesley Payton, Manager, Taxation and Assessment	Ext. 2141



Attachments

None

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



The Corporation of the Town of Milton

Report To: Council

From: Aaron Smit, Director, Information Technology
Glen Cowan, Chief Financial Officer / Treasurer

Date: July 17, 2023

Report No: CORS-037-23

Subject: Financial Management System Update

Recommendation: **THAT staff be authorized to negotiate on a single source basis the award for the implementation and annual licensing of financial management software modules with Workday Ltd. as further outlined in this report.**

THAT authority for the final execution of the agreement be subject to Council approval, expected in the latter part of 2023.

THAT capital project C24110422 (Financial Enterprise Systems) be increased by \$900,000 from \$514,976 to \$1,414,976 with funding provided from the Project Variance Account.

THAT in the preparation of the Proposed 2024 Capital Budget and Forecast staff include in 2024 a funding request for the project team resources required to implement the new financial management modules and remove from the forecast the \$3,500,000 estimate that was included in the year 2026 for a Financial Management System replacement.

EXECUTIVE SUMMARY

- The Town's existing Financial Management System (FMS), CMIC V10x, is at end of life and requires replacement as soon as is feasible.
- Alternatives that have been considered include upgrading to a newer version CMIC (R12), migrating the financial modules to Workday (which the Town has recently introduced as its Human Resource Information System) or undertaking a competitive request for proposal process.
- As outlined in further detail in this report, based on the strength of the product offering, the operational and implementation efficiencies that could be achieved, as well as the timeliness of proceeding with a contract execution and project

EXECUTIVE SUMMARY

implementation at this time, it is recommended that the Town proceed with Workday Ltd.

- An acceleration of capital budget funding is required from 2026 to 2023/2024, with the potential to mitigate the cash flow impacts through the 2024 Budget process.
- An incremental operating cost for licensing at an estimated \$55,000 per year is expected, but has the potential to be partially mitigated by moving to a cloud-based solution. The operating impact would be introduced at the time the new modules go-live, which is expected no earlier than 2025/2026.

REPORT

Background

The Town has utilized Computer Methods International Corporation (CMIC) as its provider of FMS since 1997. As the Town's FMS, several modules of the software are utilized including:

- Financials (general ledger, accounts payable, accounts receivable)
- Projects (job costing, subcontract management and project management)
- Assets (purchase order, inventory and equipment costing)

CMIC is an on-premises solution (as opposed to a cloud-based solution) installed on multiple servers within the Town's datacentre and maintained by Information Technology staff. It also has a number of existing integrations to other software that the Town utilizes in areas such as financial reporting, point of sale payment management, property tax management, recreation fee management, payroll and expense, building permit management and with the Town's financial institution for banking services.

The Town currently utilizes CMIC version V10x. This version has reached end of life status, meaning the vendor no longer provides active feature development or regular updates for this product. This system relies on various other software products (ie. Microsoft Server, Oracle databases) and web-browser plugins that are rapidly approaching, if not already also at, end of life status with their respective vendors. Continuing to run software products at or approaching their end of life status places additional risk to the Town as the number of known/discovered security vulnerabilities or software issues which can lead to system instability within the product increases once the vendor stops providing support and issuing security updates and patches for the system. The longer the Town continues using the product in its current version, the greater the risk. Due to the critical role the FMS plays in daily and ongoing Town operations, time is of the essence to ensure a dedicated and speedy allocation of resources to migrate the organization to a new/updated system that can continue to support daily financial processes.

Background

Funding for an upgrade to the existing CMiC environment was previously approved in the Town's capital budget, with additional funding identified in 2026 for a full replacement of the system.

Based on the above, direction from Council regarding the next steps in the Town's replacement of the current version of the software is being sought at this time.

Discussion

There are three primary alternatives that have been considered at this stage as follows:

1. Upgrade to a newer version of CMiC (CMiC R12)
2. Migrate from CMiC to Workday
3. Undertake a request for proposal process for a new solution

Each is briefly discussed below along with an evaluation of relevant considerations.

Overview of Alternatives

1. Upgrade to a newer version of CMiC (CMiC R12)

Founded in 1974, CMiC is a software development company based in Toronto which focusses on the Architecture, Engineering and Construction (AEC) industry. They build and support a comprehensive set of applications that sit on a single database platform named CMiC Enterprise. CMiC R12 is the latest version of their Enterprise platform offering both on-premise and cloud variations. CMiC R12 brings a completely re-designed user interface and module navigation panel along with responsive web design elements within modern web browsers. R12 runs on updated versions of Windows Server and Oracle Database platforms, with presently documented vendor end of support dates in 2024 and 2025 respectively. CMiC R12 would continue to be an on-premise FMS for the Town.

2. Migrate from CMiC to Workday

Originally founded in 2005, Workday delivers cloud-based applications for financial management, human capital management, planning and analytics. Workday has close to 10,000 customers worldwide, including Canadian banking institutions and multiple Canadian Municipalities who are either live with their product (City of Leduc, Town of Milton) or in the process of implementation with a planned go-live date in the near future (City of Vernon, Town of Whitby, City of Burlington). Within their financial management modules, solutions are available for the functions that are currently provided by CMiC, as well as some of the other software packages utilized by the Town.

Discussion

The Town recently began the implementation process for a Human Resource Information System (HRIS). Following an RFP process and through CORS-029-21, Workday Ltd. was selected as the provider of that system. The first phase of the system has gone live in 2022 and included modules related to human capital management and core compensation, payroll, absence and time tracking, expenses and benefits. The next phases of that system include enhanced scheduling and advanced compensation.

3. Undertake a request for proposal process for a new solution

Aside from proceeding with one of the Town's existing providers, the Town could choose to undertake a competitive RFP process. As an example, the City of Burlington undertook a process in 2019 for an Enterprise Resource Planning (ERP) solution with nine (9) bids submitted representing a combination of software providers and implementation partners. The Town of Whitby also undertook a similar process in 2021 which resulted in four (4) submissions. Any new FMS solution implemented at the Town would be required to provide integrations with Milton's existing software solutions and the modules included could be specific to those requiring immediate replacement or more broad should the Town choose. Both CMIC and Workday could elect to bid through the RFP process should the Town adopt this approach.

Evaluation of Alternatives

The evaluation first compares key considerations with respect to the solutions offered by CMIC and Workday. A comparison between those alternatives and the potential to undertake a new RFP process is then considered below.

In order to inform this initial review, preliminary information was assessed with respect to what a potential implementation would entail for a migration to CMIC R12 as well as for the introduction of Workday financial modules. A more fulsome exploration and development of an implementation plan would follow at a later date should one of these alternatives be selected.

- Both alternatives (CMIC R12 and Workday) are considered relatively similar with respect to:
 - implementation timelines, being over one year to launch the new system. The timeline is a key consideration both in terms of mitigating any risk associated with the current state, as well as in affecting the cost of the internal project team that will be required to lead the initiative;
 - change management and training requirements, as both systems will require a relatively high degree of focus in this area due to the introduction of an entirely new interface and revised internal processes for staff;

Discussion

- the technological complexity that is expected in designing and implementing the new system (initial configuration, data import/export, testing);
- CMIC R12 is expected to have lower costs (in the form of payments to the vendor) both in the capital costs required to implement as well as in the annual operating costs to license the system. With respect to operating costs, the differential is expected to be in the order of 19%, but would be subject to the final selection of modules that are required.
- Workday's solution is considered to be stronger in the following areas:
 - the ongoing longer-term operational maintenance and management that will be required due in part to it being a natively cloud-based solution;
 - ease of integration with existing systems;
 - the security and audit log functionality that is available within the solution;
 - the availability of new features and innovation in the product offering;
 - the municipal government applicability.

Based on the above, Workday is considered to be a better long term solution for the Town for the required modules, even with the additional incremental vendor cost that will be required (more details on the financial considerations are provided below, including potential mitigation in some of the non-vendor specific related costs).

When assessing a direct award relative to undertaking a competitive RFP process, the following factors have been considered:

- Operational efficiencies - there can be advantages for an organization in leveraging a single software platform for a variety of applications. This is true both for the back-office support that is required to maintain the software, as well as for the numerous end users that utilize the system on a regular basis.
- Timeliness - funding for an upgrade to the existing CMIC platform was originally approved in the capital budget in 2019 but has not proceeded to date due to a variety of factors including resourcing constraints. Risks that have been identified through security audit processes can only be rectified with the upgrade or replacement of the current platform, so the sooner that the Town can proceed the better off the organization will be from that perspective.
- Implementation Efficiencies - the Town successfully launched the initial modules of Workday at the start of 2022 and continue to work through the second phase of that process. As such, should the Town elect to award the financial modules to Workday, the project team structure and the project planning/execution techniques that have proven successful to date can be applied to the additional modules.
- Strength of Solution - Workday's platform has demonstrated a number of benefits to the Town for the modules implemented to date. Workday was also identified as

Discussion

the preferred solution for a comparable RFP process that was undertaken by the City of Burlington and Town of Whitby (who are currently in the process of implementing the system).

Based on all of the above, staff are recommending that the Town proceed with authority for a single source award to Workday for the financial modules that are required to replace the existing CMIC functionality that is used by the Town.

Next Steps

Should the recommendations herein be approved, staff will engage with Workday in order to develop a detailed implementation plan. This process will include validation and confirmation of the specific modules that will be required, as well as the resources that will be required on the project team and the related timelines. Similar to the Town's HRIS agreement, a term of five (5) years along with an option to renew for up to an additional two (2) years is expected at this time.

Staff expect that the balance of 2023 will be utilized to work through that process and undertake some of the required data collection, with the intention that the formal launch of the project will occur in 2024 and a go-live date at earliest in late 2025 or early 2026. Approval of the authority at this stage is timely in order to facilitate this potential timeline. Council approval of the final negotiated terms will be presented in the latter half of 2023.

It is expected that a contract with Workday will be negotiated and executed in 2023. In order to facilitate that approval, adjustments to the Town's approval Capital Budget are also recommended in this report.

- Funding of \$514,976 for an upgrade to the Town's existing CMIC environment is currently available in project C24110422. Of that amount, \$396,537 was identified for external vendor costs, with the balance for staffing resources.
- An increase to that project budget of \$900,000 is requested at this time. This amount is intended ensure that sufficient funding exists at the time of the contract award to Workday, provide for incremental staff time that may be required in advance of 2023 year end, as well as to provide a contingency.
- Through the 2024 Budget process, additional capital funding for the resources that will be required for the project implementation will be requested. This timing will allow the project team needs to be further defined through discussion with Workday, and will better match the timing of when the funding will be utilized. Similar to the Town's HRIS process, the resources required will include IT expertise, subject matter experts (accounting, purchasing, etc.) and project management.
- \$3,500,000 in funding was identified in the year 2026 for a full replacement of the existing FMS system. With the acceleration of the budget to 2023 and 2024 as noted above, this 2026 amount can be removed from the forecast period.



The Corporation of the Town of Milton

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Discussion

It should be noted that there are several other adjustments to the capital forecast that, while being made on the merits of each respective project, will help accommodate the resources (both staffing and financial) that will be required for the FMS update. Both the Customer Relationship Management project (\$3,127,412 in 2024) and Asset Management System (\$2,575,000 in 2025) are expected to be pushed back within the forecast period as part of the 2024 budget process.

A modern, secure and efficient FMS system is central to the financial management of the organization. The recommendations in this report will better position the Town in this regard, and mitigate risks that have been identified. They also align with key elements of the Town's strategic planning process by modernizing and providing a digital first solution.

Financial Impact

The Town currently budgets \$234,000 for the annual licensing and support for its Financial Management System. Costs have also been incurred within the capital program for upgrades and maintenance, and \$514,976 has been previously approved for a FMS update.

Should the Town transition to Workday as recommended herein, an increase to the annual operating costs for software licensing can be expected, and is currently projected at an estimated incremental amount of approximately \$55,000 per year. This cost will be validated during a more detailed discovery process and analysis of the implementation with Workday following this report. In moving from a self-hosted (on-premises) solution to a cloud-based solution, there may be savings realized in other line items that will partially mitigate this increase. These impacts can be further defined at the time of contract approval, and would be introduced into the Town's operating budget at the time of go-live (currently anticipated no earlier than late 2025 or early 2026).

The recommendations contained in this report will also see an acceleration in the capital program of the replacement of the Town's financial management system from 2026 to 2023/2024. As noted earlier in this report, the cash flow implications of this acceleration are expected to be mitigated by the timing change in other previously forecast projects, with full details to be reflected through the 2024 budget process.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

Troy McHarg
Commissioner, Corporate Services



The Corporation of the Town of Milton

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For questions, please contact: Aaron Smit, Director, Information Technology Phone: Ext. 2317

Attachments

None

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: July 17, 2023

Report No: CORS-041-23

Subject: Purchasing Various - July 17, 2023

Recommendation: **THAT Council approve the budget amendments and related funding sources as outlined on Schedule A;**

THAT the contract increase to Gazzola Paving for the 2023 Asphalt Overlay Program (Main Street from Thompson Road to Drew Centre) in the total amount of \$752,944.67 (exclusive of HST) be approved as outlined on Schedule B.

THAT the contract increase to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for the Design of the Stormwater Management (SWM) Pond Rehabilitation Project in the amount of \$29,998 (exclusive of HST) be approved as outlined on Schedule C.

THAT the contract increase to TMC Fencing Ltd. for Guard Rail Repairs in the total amount of \$150,000 (exclusive of HST) be approved as outlined on Schedule D.

THAT the contract increase to CIMA Canada Inc. for detailed design for the Jasper Street Reconstruction in the total amount of \$15,000 (exclusive of HST) be approved as outlined on Schedule E.

THAT a budget amendment to increase the capital budget C33014919 (Jasper Street Reconstruction) by \$30,000 to address drainage and associated property access be approved as outlined on Schedule E.

THAT the contract increase to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for the Detailed Road Design of Appleby Line in the total amount of \$25,640 (exclusive of HST) be approved as outlined on Schedule F.

THAT the award made under delegated authority for the tender of the 2023 Bridge and Culvert Rehabilitation Program to Jarlian

Construction Inc. in the amount of \$544,150 (exclusive of HST) be received for information as outlined on Schedule G.

THAT the emergency contract increase for additional work required for the Citizen Engagement Survey to Forum Research Inc. in the total amount of \$9,525 (exclusive of HST) be received for information as outlined on Schedule H.

THAT the contract increase for the emergency consulting services work required to address deck cracking peer review work on the 16 Mile Creek Bridge Crossing to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) in the total amount of \$32,671.50 (exclusive of HST) be received for information as outlined on Schedule I.

THAT the emergency contract award for environmental clean up to Accuworx Inc. in the total amount of \$138,203.58 (exclusive of HST) be received for information as outlined on Schedule J.

THAT the emergency award for environmental consulting services work required to facilitate soil and water samples, and response to the Ministry of Environment, Conservation and Parks (MECP) to WSP E&I in the total amount of \$20,000 (exclusive of HST) be received for information as outlined on Schedule J.

THAT the delegated authority to renew the contract to Ducon Utilities Ltd. for the Traffic Signal and Streetlight Maintenance for the fifth and final year (August 1, 2023 to July 31, 2024) in the total estimated amount of \$939,393 (exclusive of HST) be approved as outlined on Schedule K.

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.

EXECUTIVE SUMMARY

This report is being submitted to obtain Council's authorization on the various items on the attached schedules. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018 and the Budget Management Policy (Policy No.113).



REPORT

Background

Procurement of goods and services is governed by By-law No. 061-2018. Purchasing activity is undertaken in a manner that is intended to support the Town's mandate to provide effective, responsible government and efficiently deliver services to the residents of Milton.

Discussion

Information pertaining to the recommended purchasing awards is included on the corresponding Schedules (A to K) attached. Awards include contract increases that are required in relation to on-going project needs, as well as reporting back to Council on several emergency awards that were required in order to respond to unforeseen events and program needs. Delegated authority has been requested to renew the fifth and final year of the Traffic Signal and Streetlight Maintenance contract. At the time of preparing this report, staff and the vendor (Ducon Utilities) are working through establishing the terms and unit rates for the fifth year, and the delegation of authority will allow for execution of the renewal for the anticipated effective date.

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through K, and result in a net increase in funding to the capital program of \$151,432, with funding primarily from the Project Variance Account.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact:

Sharon Telfer, Manager,
Purchasing and Supply Chain
Management

Shirley Xie, Supervisor, Financial
Reporting

Phone: Ext. 2138

Ext. 2472



Attachments

- Schedule A – Summary of Changes in Capital Project Budgets and Funding
- Schedule B – Contract Increase for 2023 Asphalt Overlay Program
- Schedule C – Contract Increase for the Stormwater Management Pond Rehabilitation
- Schedule D – Contract Increase for Guard Rail Repairs
- Schedule E – Contract Increase for Jasper Street Reconstruction
- Schedule F – Contract Increase for Appleby Line
- Schedule G – Contract Award for the 2023 Bridge and Culvert Rehabilitation Program
- Schedule H – Emergency Award for the Citizen Engagement Survey
- Schedule I – Emergency Award for 16 Mile Creek Bridge Crossing
- Schedule J – Emergency Award for Highpoint Pond
- Schedule K – Renewal of the Traffic Signal and Streetlight Maintenance Contract

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.

Summary of Changes in Capital Project Budgets and Funding

Schedule	E	F	J	Total Change in Funding Sources Increase / (Decrease)
Project Number	C33014919	C35000521	C43000122	
Project Description	Jasper Street Reconstruction	Appleby Line	Stormwater Pond Maintenance - Construction	
Total Approved Project Budget	\$ 115,814	\$ 468,887	\$ 1,293,039	
Project Variance Account	45,264	23,482	80,077	148,823
Development Charges:				.
Roads DC		2,609		2,609
Total Increase/(Decrease) in Funding	45,264	26,091	80,077	\$ 151,432
Total Revised Project Budget	\$ 161,078	\$ 494,978	\$ 1,373,116	

COUNCIL AUTHORITY FOR CONTRACT AWARDS

Project Award	Contract Increase for Gazzola Paving Limited for 2023 Asphalt overlay contract.
Recommendation	Staff are recommending the contract increase to Gazzola Paving for the 2023 Asphalt Overlay Program in the total amount of \$752,944.67 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>Through CORS-016-23, Council approved Tender Award 23-01-00097 for the 2023 Asphalt Overlay Program to Gazzola Paving Limited in the amount of \$7,115,685 (exclusive of HST). There have been no change orders to-date.</p> <p>This contract increase in the amount of \$752,944.67 (exclusive of HST) is for the following: Main Street rehabilitation from Thompson Rd to Drew Centre to complete the work in accordance with:</p> <ul style="list-style-type: none"> • Drawings, Main Street from Drew centre to Thompson Rd (Sheets 1 and 2) • Form of tender, Main Street, from Drew Centre to Thompson Rd • Supplemental Special Provision, Main Street , from Drew Centre to Thompson Road • Soils characterization report • Contract specifications for Contract No 23-01-00097 shall applied with the addition or as modified as per supplemental special provision Main Street <p>Gazzola's quote was received Monday June 12 and reviewed by WSP and the Town. The quotation from Gazzola in the amount of \$752,994.67 was compared with WSP's estimate and the quote was found competitive.</p> <p>Infrastructure and WSP are recommending to accept the quote from Gazzola based on the following reasons:</p> <ul style="list-style-type: none"> • Quotation is competitive compared with WSP's estimate • Where items were included in the 2023 AOL tender, the unit rates provided by Gazzola for Main St RFQ are similar to the unit rated in the tender 2023 AOL • For the CB lead item, Gazzola was willing to reduce the unit rate to a more competitive rate • Gazzola's performance to date on the 2023 AOL has been acceptable • Cost savings in mobilization as Gazzola's crews and equipment are already in Milton • Proceeding with the work on a single contract will provide

	<p>saving in administering the contract</p> <ul style="list-style-type: none"> • Proceeding with the work with Gazzola will result in cost saving in tender and procurement <p>The new contract total will be \$7,868,629.30 (exclusive of HST).</p>
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Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C33015123 -A0611-7670/7650
Account Description	Main St (Drew Centre to Thompson Rd)
Project Total Budget	\$1,118,151
Contract Budget	\$769,551
Actual (Net of HST Rebate)	\$766,196
Variance	\$ 3,355 (F)
Funding Source	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST.

COUNCIL AUTHORITY FOR CONTRACT AWARDS

CONTRACT INCREASE

Project Award	Contract Increase for Consulting Services for the Design of the Stormwater Management (SWM) Pond Rehabilitation Project
Recommendation	Staff are recommending the a contract increase to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for the Design of the Stormwater Management (SWM) Pond Rehabilitation Project in the amount of \$29,998 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The original contract awarded to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for detailed design and contract administration of the SWM Pond Rehabilitation Project was \$147,107 (exclusive of HST), awarded through PDA-CRAN-21-051-12. To-date, \$12,640 (exclusive of HST) in change orders have been processed to account for additional effort for Contract Administration and Inspection during construction due to contractor delays, and a minor scope change. The current contract total is \$159,747 (exclusive of HST).</p> <p>This contract increase, in the amount of \$29,998 (exclusive of HST), is for additional investigation identified through the detailed design component of the project and is needed to;</p> <ul style="list-style-type: none"> • Confirm the ponds volume is consistent with its original design. • Determine why the ponds permanent pool elevation is higher than its design elevation. <p>The unit rates are in line with the overall roster unit rates for WSP (RFP 21-051). Unit rates from the CCTV sub-contractor will be reviewed when available, and against those applied recent Town projects including \$/m of pipe inspection and \$/structure inspection.</p> <p>The new contract total will be \$189,745 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C43000120-N0821-7220
Account Description	Stormwater Pond Maintenance
Project Total Budget	\$755,523
Contract Budget	\$3,553
Actual (Net of HST Rebate)	\$30,526
Variance (Note 2)	\$26,973(U)
Funding Source	Variance within the project

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.

COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT INCREASE

Project Award	Contract Increase for Guard Rail Repairs for Town and Regional Roads																
Recommendation	Staff is recommending approval to proceed with a contract increase for Guard Rail Repairs in the total amount of \$150,000 (exclusive of HST).																
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.																
Background information	<p>The original award resulted from a competitive HCPG Request for Tender No. HCPG-404-20 for Guard Rail Repairs issued by the City of Burlington in 2020 on behalf of the Halton Cooperative Purchasing Group (HCPG) and was awarded to TMC Fencing Ltd. for a possible four (4) year term, which was comprised of the original one (1) year award for the period December 1, 2020 to November 30, 2021, and had an option for three (3) additional one-year renewal periods. The contract was assigned from the City of Burlington to the Town of Halton Hills in 2021.</p> <p>The Town of Milton was in a contract with a different (existing) vendor for the first term of the contract starting December 1, 2020 to November 30, 2021.</p> <p>The second term of the contract with TMC was utilized in the total estimated amount of \$24,492 (exclusive of HST). A change order was approved in the amount of \$100,318 (exclusive of HST). The total estimated amount for the second term is \$124,810 (exclusive of HST).</p> <p>The third term of the contract was renewed in the total estimated amount of \$28,828 (exclusive of HST) and was approved through PDA-096-22.</p> <p>The annual amounts (exclusive of HST) incurred to date through the contract are:</p> <table><tr><th>Period Start</th><th>Period End</th><th>Blanket Amount</th><th>Actual Cost</th></tr><tr><td>December 1, 2020</td><td>November 30, 2021</td><td>\$0</td><td>\$0</td></tr><tr><td>December 1, 2021</td><td>November 30, 2022</td><td>\$124,810</td><td>\$85,964</td></tr><tr><td>December 1, 2022</td><td>November 30, 2023</td><td>\$28,828</td><td>\$61,428*</td></tr></table> <p>*Actual spend from December 1, 2022 to May 31, 2023.</p> <p>A contract increase for the third term is being requested in the amount of \$150,000 (exclusive of HST). This increase is required for additional work to repair guard rails for Town and Regional</p>	Period Start	Period End	Blanket Amount	Actual Cost	December 1, 2020	November 30, 2021	\$0	\$0	December 1, 2021	November 30, 2022	\$124,810	\$85,964	December 1, 2022	November 30, 2023	\$28,828	\$61,428*
Period Start	Period End	Blanket Amount	Actual Cost														
December 1, 2020	November 30, 2021	\$0	\$0														
December 1, 2021	November 30, 2022	\$124,810	\$85,964														
December 1, 2022	November 30, 2023	\$28,828	\$61,428*														

	<p>roads due to unpredictable accidents.</p> <p>The contract total actual for the first 2 ½ year term is in the amount of \$147,392 (exclusive of HST). The estimated four (4) year total actual of this contract is \$347,392 (exclusive of HST).</p>
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Financial Planning Section: Budget Impact (Note 1)	
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Account Number(s)	0500-0550-3740
Account Description	Guard Rail Repairs - Labour, Materials & Equipment
Project Total Budget	N/A
Contract Budget	\$50,000
Estimated Actual (Net of HST Rebate)	\$179,368
Variance	\$129,368 (U)
Funding Source	Operating budget

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Contract actuals are an estimate and will vary based on volume of activity. A forecasted increase in an amount of \$68,000 has been reported through the May Operating Variance report (CORS-034-23) reflective of invoices received to date. The remaining costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the future variance processes. Where the party involved in the accident can be determined, costs will be recovered through insurance processes. Any work done on guard rails on Regional Roads will be recovered from the Region of Halton.

COUNCIL AUTHORITY FOR CONTRACT AWARDS

CONTRACT INCREASE

Project Award	Contract Increase for Consulting Services for the Design of the Jasper Street Reconstruction
Recommendation	<p>Staff is recommending approval to proceed with a contract increase to CIMA Canada Inc. for detailed design for the Jasper Street Reconstruction in the total amount of \$15,000 (exclusive of HST).</p> <p>Staff is recommending a budget amendment to increase the capital budget C33014919 to address drainage and associated property access for Jasper by \$30,000 (exclusive of HST)</p>
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The current contract awarded to CIMA Canada Inc. for the detailed design of Jasper Street is \$67,273 (exclusive of HST). The detailed design was awarded in 2019 through PDA-CRAN-19-051-17. No change orders have been made to-date.</p> <p>This contract increase of \$15,000 (exclusive of HST) is for the additional design efforts required for the continued coordination regarding obtaining access through private property to address drainage issues. Staff and reviewed and validated the unit rates provided by CIMA Canada Inc. The new contract total will be \$82,273 (exclusive of HST).</p> <p>CIMA Canada Inc. has been supporting staff with coordination efforts with a drainage issue which involves accessing private property. This support includes providing alternative design options, reviewing external consultant designs and reports and providing support with our legal team when required.</p> <p>The additional funds are required due to the additional efforts associated with support services to resolve this drainage issue that were not anticipated in the original scope of work.</p> <p>Additional funds are also required for continued coordination regarding obtaining an easement to access private property for drainage purposes. The estimated value required for these works is \$30,000 (exclusive of HST)</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C33014919-A0611-7220
Account Description	Jasper Street Reconstruction

Project Total Budget	\$115,814
Contract Budget	\$0
Actual (Net of HST Rebate)	\$15,264
Variance	\$15,264 (U)
Funding Source	Project Variance Account
Additional Budget Request	\$30,000
Funding Source	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST.

COUNCIL AUTHORITY FOR CONTRACT AWARDS

Project Award	Contract Increase for additional services to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for Detailed Road Design of Appleby Line PH3
Recommendation	Staff are recommending the contract increase to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for Detailed Road Design of Appleby Line in the total amount of \$25,640 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The current contract awarded to WSP for Appleby Line Design is in the amount of \$306,923 (exclusive of HST). This contract was awarded as a result of the previous roster process. The original award was in the amount of \$288,363 (exclusive of HST). Change orders to-date are in the amount of \$18,560 (exclusive of HST).</p> <p>This contract increase in the amount of \$25,640 (exclusive of HST) is for the following:</p> <ul style="list-style-type: none"> • Structural design for the retaining walls, geotechnical investigation, additional effort to prepare tender documents (Estimate, Special Provisions and work related to this item) • 7139 Entrance design and topo survey <p>The rates used are consistent with previous rates charged under this contract and further and are consistent with those in the initial request for proposal.</p> <p>The new contract total will be \$332,563 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C35000521-A0611-7220
Account Description	Appleby Line
Project Total Budget	\$468,887
Contract Budget	\$0
Actual (Net of HST Rebate)	\$26,091
Variance	\$26,091 (U)
Funding Source	Project Variance Account / Development Charges

Note 1: Financial impact includes any non-refundable portion of HST.

COUNCIL AUTHORITY FOR CONTRACT AWARDS DELEGATED AUTHORITY

Project Award	Reporting back to Council on the Delegated Authority to award Tender No. 23-01-00504 for the 2023 Bridge and Culvert Rehabilitation Program.
Recommendation	That the award made under delegated authority to award the tender for the 2023 Bridge and Culvert Rehabilitation Program to Jarlian Construction Inc. in the amount of \$544,150 (exclusive of HST) be received for information.
Purpose of Report	As per Section 7.2.2 of the Purchasing By-law, a report to Council for information is required when the delegated authority provided in that section is utilized.
Background information	<p>Through CORS-028-23, Council approved the delegated authority to Staff to proceed with the award of the tender for the 2023 Bridge and Culvert Rehabilitation program tender in the total estimated amount of \$ 638,747 (exclusive of HST) to assist staff in the advancement of awarding the tender due to long lead times in ordering bridge components.</p> <p>Staff issued tender 23-01-00504 for the 2023 Bridge and Culvert Rehabilitation Program to the open Market. A total of five submission were received.</p> <ul style="list-style-type: none"> • Jarlian Construction Inc. \$ 614,899.50 (incl. HST) • Bronte Construction \$ 724,923.25 (incl. HST) • Lancoa Contracting Inc. \$ 842,552.58 (incl. HST) • Marbridge Construction Ltd. \$ 844,641.10 (incl. HST) • HugoMB Contracting Inc. \$ 1,264,106.26 (incl. HST) <p>Staff processed internal report PDA-055-23 to award this contract to Jarlian Construction Inc in the amount of \$544,150 (exclusive of HST), being the lowest compliant bid received.</p>

Financial Planning Section: Budget Impact (includes non-refundable HST)

Account Number(s)	C39011223-N0613-7665
Account Description	Bridge/Culvert Rebab Needs - Construction
Project Total Budget	\$ 917,401
Contract Budget	\$ 638,747
Actual <small>(Net of HST)</small>	\$ 553,727
Variance <small>(Note 1)</small>	\$ 85,020 (F)
Funding Source	Project Variance Account

Note 1: The favourable variance remained in the project account to manage any additional requirements from the external environmental agencies (MECP, CH) that arose during the permit process.

EMERGENCY CONTRACT INCREASE

Project Award	Emergency Contract Increase to Forum Research relating to the Citizen Engagement Survey
Recommendation	Staff proceeded with the emergency contract increase for additional work required for the Citizen Engagement Survey to Forum Research Inc. in the total amount of \$9,525 (exclusive of HST). This emergency contract increase is being received for information.
Purpose of Report	As per Section 11.1 of Purchasing By-law No. 061-2018, emergency expenditures shall be reported to Council for information.
Background information	<p>The Request for Proposal (RFP) 22-575 for Consulting Services to conduct a Citizen Engagement Survey was awarded to Forum Research Inc. in the total amount of \$37,320 (exclusive of HST).</p> <p>The RFP indicated that each telephone survey conducted should take an average of 15 minutes in duration. Upon the onset of the surveys, and based on the questions proposed by the internal working group, the telephone surveys were averaging 26 minutes in duration. The internal working group reviewed the set of questions posed and removed a number in an attempt to bring the average length down to what was originally agreed upon but there was only a minor reduction to 22 minutes in duration.</p> <p>As time was of the essence in order to present the data to Council and leverage it for strategic planning purposes, Staff proceeded with a change order for additional consulting services for the additional time required to conduct the telephone surveys.</p> <p>The final contract total is \$46,845 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C10112721-N0250-7290
Account Description	Council Staff Work Plan
Project Total Budget	\$317,169
Contract Budget	\$0
Actual (Net of HST Rebate)	\$9,693
Variance (Note 2)	\$9,693 (U)
Funding Source	Reallocation within the project

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.

EMERGENCY CONTRACT INCREASE

Project Award	Emergency Contract Increase for additional services to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for the 16 Mile Creek Bridge Crossing project.
Recommendation	<p>Staff proceeded with the contract increase for the emergency consulting services work required to address deck cracking peer review work on the 16 Mile Creek Bridge Crossing to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) in the total amount of \$32,671.50 (exclusive of HST).</p> <p>This award is being received for information.</p>
Purpose of Report	As per Section 11.1 of Purchasing By-law No. 061-2018, emergency expenditures shall be reported to Council for information.
Background information	<p>The current contract awarded to WSP for design peer review is \$83,295.50 (exclusive of HST), on Purchase Order C-17-65 R#19, prior to the emergency contract increase.</p> <p>The original award to WSP E&I Canada Limited, on Purchase Order C-17-65 R#19, was \$23,382.50 (exclusive of HST), and change orders in the amount of \$2,500.00 (exclusive of HST, CORS-036-19), \$2,395.00 (exclusive of HST), \$48,663 (exclusive of HST, CORS-029-21) and \$6,355 (exclusive of HST) have been issued to-date.</p> <p>This emergency contract increase of \$32,671.50 (exclusive of HST) is for continued peer review during the construction phase of the project, specific to structural oversight related to deck cracking. In order to ensure invoices would be paid within legislated timelines, and to ensure critical peer review work continued (being performed on a time and material basis), the emergency award for the contract increase was required.</p> <p>The amount of \$32,671.50 (exclusive of HST) was awarded in 3 separate change orders, as follows: \$14,850 for oversight and quality control peer review to the end of December 2022, \$9,221.50 for costs anticipated for January and February 2023, and \$8,600 for a structural integrity audit in April of 2023. To-date, \$17,747.50 of the emergency award has been invoiced, and only actual costs will be approved for payment.</p> <p>The cost of this work completed by WSP will be fully recovered from the Boyne Landowners/Delta Urban, in line with the 16 Mile Creek Road & Bridge Works and Reimbursement agreement.</p> <p>The new contract total will be \$115,967 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	3020-3736
Account Description	Infrastructure Management – Consultants Recoverable
Project Total Budget	NA
Contract Budget	\$ 0
Actual (Net of HST Rebate)	\$ 33,247
Variance	\$ 33,247 (U)
Funding Source	Developer Recoveries (Note 2)

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Consultant expenses are fully recoverable from developers.

EMERGENCY CONTRACT AWARD

Project Award	Emergency Contract Award for environmental cleanup and spill containment to Accuworx Inc. and for environmental consulting services to WSP E&I Canada Limited for spill response at Highpoint Pond.
Recommendation	<p>Staff proceeded with the contract award for the emergency environmental clean up to Accuworx Inc. in the total amount of \$138,203.58 (exclusive of HST), and for emergency environmental consulting services work required to facilitate soil and water samples, and response to the Ministry of Environment, Conservation and Parks (MECP) related to a spill event at Highpoint Pond, to WSP E&I in the total amount of \$20,000 (exclusive of HST).</p> <p>These awards are being received for information.</p>
Purpose of Report	As per Section 11.1 of Purchasing By-law No. 061-2018, emergency expenditures shall be reported to Council for information.
Background information	<p>In late November 2022, a sheen on Highpoint Pond was reported by a member of the public to the MECP. The MECP contacted Town staff, as the pond is owned by the Town. As owners of the pond, the Town was required to respond to the MECP and address the apparent "spill" at the pond. This required the immediate engagement of Accuworx Inc., in order to contain the substance within the pond to avoid it from migrating downstream. In addition to containment, Accuworx flushed and cleaned the upstream storm sewer system, and removed material from the surface of the pond.</p> <p>In order to determine the source of the spill, the Town engaged WSP (one of the Town's civil engineering roster consultants) to complete a site visit, and complete both soil and surface water sampling and analysis (as required by the MECP). This work was completed in December and early January, ultimately culminating in a report provided to the Town, indicating that the test results were not indicative of a subsurface source, but rather a spill event, or possibly the result of previous spill events that were not detected.</p> <p>From late November 2022 to the first week of June 2023, both Town staff and Accuworx monitored the site, with Accuworx attending weekly and replacing the containment measures as needed. Weekly reports were provided by Town staff to the MECP to keep them up to date on the status of the pond; over this period of time, two other spill events were identified and containment and clean up continued to be required.</p> <p>In May 2023, Town staff proceeded with providing a letter and a copy of the Town's Stormwater Management By-law (095-2022) to</p>

the businesses in the Highpoint Industrial area to ensure they are aware of the by-law, as well as their responsibilities under the Environmental Protection Act, and to provide public education and outreach to mitigate the risk of any future, unreported spills by the source of the spill.

In spring 2023 it was agreed to by the MECP that once there were 3 consecutive weeks observed at the pond with no “sheen”, that all containment measures could be removed and no further water or soil sampling was required. This criterion was satisfied in early June, and all containment measures were removed from the site on June 9, 2023.

The Town has installed a locking gate at the entrance to the Highpoint Pond to mitigate the potential for future spills in the immediate vicinity of the pond. In addition, Town staff are continuing weekly monitoring of the pond inlet, so that if a subsequent spill event is identified, then swift action can be taken to contain and clean up the spill as required. In addition, the MECP has asked the Town to reach out to the MECP approvals branch to determine if any future modifications are required by the MECP for the Highpoint Pond. Staff anticipate a meeting with the approvals branch in late summer or early fall of this year.

This emergency contract award of \$138,203.48 (exclusive of HST) to Accuworx represents the total of the monthly invoices received for original site cleanup, storm sewer flushing and vacuuming, sheen removal, placement of containment measures and subsequent maintenance and replacement, and associated weekly site visits was required to ensure the Town was in compliance with the Environmental Protection Act and the requirements of the MECP. The emergency contract award of \$20,000 (exclusive of HST) to WSP E&I (PO# C-22-34 Rel.3) was required to move forward with site visits, soil and water samples and analysis, and the preparation of a technical memo for the Town, to assist in response to the MECP requirements. Of the \$20,000 (ex. HST) award to WSP E&I, \$12,024.69 (ex. HST) has been invoiced to-date – it is anticipated that the remaining \$7,975.31 (ex HST) will not be required. While not a typical “roster” assignment, WSP honored the 21-051 Civil Engineering Roster rates for this emergency work.

In order to ensure the Town was able to respond immediately to the identified spill event, and to subsequent requirements of the MECP, the emergency awards outlined above were required.

The cost of this emergency work was able to be accommodated within the approved budget for C43000122 Stormwater Pond Maintenance - Construction.

Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C43000122-N0821-7290/7710
Account Description	2022 Stormwater Pond Maintenance - Construction
Project Total Budget	\$ 1,293,039
Contract Budget –WSP E&I	\$0
Actual (Net of HST Rebate)	\$20,352
Variance	\$20,352 (U) (Note 2)
Funding Source	Project Variance Account
Contract Budget – Accuworx	\$0
Actual (Net of HST Rebate)	\$140,636
Variance	\$140,636 (U) (Note 3)
Funding Source	Project Variance Account

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Budget increase in an amount of \$25,000 was requested through 2022 Year End Capital Variance Report CORS-11-23 and is therefore not included as part of Schedule A to this purchasing various report.

Note 3: Budget increase in an amount of \$25,000 was requested through 2022 Year End Capital Variance Report CORS-11-23 (\$50,000 total for both amounts shown above). A further \$35,559 of the variance was able to be funded from a reallocation of spending in the project. A budget increase is being requested for the remaining amount of \$80,077 through this purchasing various report.

COUNCIL AUTHORITY FOR CONTRACT AWARDS DELEGATED AUTHORITY

Project Award	Delegated Authority to renewal Contract No. 19-086 – Traffic Signal & Street Light Maintenance, fifth and final year.															
Recommendation	Staff are recommending the delegated authority to renew the contract to Ducon Utilities Ltd. for the Traffic Signal and Streetlight Maintenance for the fifth and final year (August 1, 2023 to July 31, 2024) in the total estimated amount of \$939,393 (exclusive of HST).															
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.															
Background information	<p>The original award resulted from a competitive tender process lead by Milton on behalf of the Halton Cooperative Purchasing Group (HCPG). The contract was awarded to Ducon Utilities Ltd. for a possible five (5) year term, which was comprised of the original one (1) year award for the period August 1, 2019 to July 31, 2020, and four (4) additional one year renewals. The annual amounts incurred to date through the contract are:</p> <table><tr><td>Period Start</td><td>Period End</td><td>Actual Cost</td></tr><tr><td>August 1, 2019</td><td>July 31, 2020</td><td>\$ 1,101,351</td></tr><tr><td>August 1, 2020</td><td>July 31, 2021</td><td>\$ 881,380</td></tr><tr><td>August 1, 2021</td><td>July 31, 2022</td><td>\$ 1,206,660</td></tr><tr><td>August 1, 2022</td><td>June 28, 2023</td><td>\$ 922,657</td></tr></table> <p>The amount fluctuates on a yearly basis as the contract captures both work related to maintenance (operating) as well as new installations and replacements (capital) for which the need can vary annually.</p> <p>The contract renewal for the fifth and final term is being requested in the total estimated annual amount of \$939,393 (exclusive of HST). This estimate is based on the Town’s existing operating budget and capital program. The actual cost will be dependent on the work authorized and undertaken, and will be subject to the unit rates outlined in the contract.</p> <p>The estimated work plan for the year has been reviewed and validated by the program area, resulting in the recommendation to proceed with the renewal, pending proposed unit rates.</p>	Period Start	Period End	Actual Cost	August 1, 2019	July 31, 2020	\$ 1,101,351	August 1, 2020	July 31, 2021	\$ 881,380	August 1, 2021	July 31, 2022	\$ 1,206,660	August 1, 2022	June 28, 2023	\$ 922,657
Period Start	Period End	Actual Cost														
August 1, 2019	July 31, 2020	\$ 1,101,351														
August 1, 2020	July 31, 2021	\$ 881,380														
August 1, 2021	July 31, 2022	\$ 1,206,660														
August 1, 2022	June 28, 2023	\$ 922,657														

	The contract total (years one to five) will now be in the estimated amount of \$5,051,441 (exclusive of HST). This is the last year of the contract. Staff will issue a new tender in 2024.
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s) Account Description	Various Capital & Operating Accounts Traffic Signal and Street Light Maintenance
Project Total Budget	N/A
Contract Budget	\$ 955,926 (Note 2)
Estimated Actual (Net of HST Rebate)	\$ 955,926 (Note 3)
Variance	\$ 0
Funding Source	Various Capital & Operating Budgets

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The budget shown represents the expected spending over the August 1, 2023 to July 31, 2024 contract period. It is reflective of existing approved capital budgets as well as the annual operating budget for signal and streetlight maintenance.

Note 3: Contract Actuals are an estimate based on the budgeted expected level of activity. The costs will vary based on activity as well as any change in the unit rates resulting from this renewal. The costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the variance process.



THE CORPORATION OF THE TOWN OF MILTON

NOTICE OF MOTION

INTRODUCTION DATE: July 17, 2023

SUBJECT: Council Expense Policy

CONSIDERATION DATE: July 17, 2023

REQUESTED BY: Councillor Ijaz

SECONDED BY: Councillor Tesser Derksen

WHEREAS the Town's Council Expense Policy (Policy No. 35) was last updated in July of 2019 through report CORS-042-19;

AND WHEREAS it is important to ensure that an appropriate allocation of resources is provided to members of Council.

THEREFORE BE IT RESOLVED THAT staff be directed to prepare and present to Council an information report related to the Council Expense Policy (Policy No. 35) prior to the consideration of the 2024 Proposed Budget, including a comparison to the policies of the other municipalities within the Region of Halton.

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 058-2023

BEING A BY-LAW TO ESTABLISH AND REQUIRE PAYMENT OF VARIOUS RATES, FEES AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY AND TO REPEAL ALL PREVIOUS USER FEE BY-LAWS PASSED PRIOR TO JULY 17, 2023, INCLUDING BUT NOT LIMITED TO BY-LAW 082-2022, EXCLUDING BUILDING USER FEE BY-LAW 081-2022

WHEREAS pursuant to section 69(1) of the *Planning Act*, R.S.O. 1990, c.P.13, the council of a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality in respect of the processing of each type of application provided for in the tariff;

WHEREAS pursuant to section 391 of the *Municipal Act 2001*, S.O. 2001, c.25, a council of a municipality may pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it and for the use of its property, including property under its control;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. **THAT** the rates and fees for various municipal services be established as set out in Schedules attached hereto and forming part of this by-law.

Schedule 'A' – Recreation Programs

Table 'A-1' – Recreation Programs Fees Table

Schedule 'B' – Facilities and Parks

Table 'B-1' – Facilities and Parks Fees Table

Schedule 'C' – Advertising and Sponsorship

Table 'C-1' – Advertising and Sponsorship Fees Table

Schedule 'D' – Reciprocal Agreement Fees Table

Schedule 'E' – Licensing Services/Enforcement

Table 'E-1' – Licensing Services/Enforcement Fees Table

Schedule 'F' – Clerks

Table 'F-1' – Clerks Fees Table

Schedule 'G' – MEV Innovation Centre

Table 'G-1' – MEV Innovation Centre Fees Table

Schedule 'H' – Corporate Services Fees

Table 'H-1' – Corporate Services Fees Table

Schedule 'I' – Fire Services

Table 'I-1' – Fire Services Fees Table

Schedule 'J' – Engineering Services Fees

Table 'J-1' – Engineering Services Fees Table

Schedule 'K' – Planning Services
Table 'K-1' – Planning Services Fees Table
Schedule 'L' – Development Fees
Table 'L-1' – Development Fees Table
Schedule 'M' – Transit
Table 'M-1' – Transit Fees Table
Schedule 'N' – Town Wide Services
Table 'N-1' – Town Wide Services Fees Table

2. **THAT** the rates and fees for 2023 as set forth in the Schedules attached hereto shall come into effect on the date or dates as specified within the Schedules and remain in effect to the date or dates as specified within the Schedules.
3. **THAT** the rates and fees for 2024 as set forth in the Schedules attached hereto shall come into effect on the date or dates as specified within the Schedules.
4. **THAT** all previous user fee by-laws passed prior to July 17, 2023, including but not limited to by-law 082-2022 be repealed, excluding Building User Fee By-law 081-2022.
5. **THAT** interest be added to rates, fees and charges, including any collection costs, that are due and unpaid after 30 days at the rate of 1.25% per month.
6. **THAT** the acceptable methods of payment will be in accordance with the Town of Milton Accounting policies and the Chief Financial Officer/Treasurer, or designate, be authorized to adjust the methods of payment as appropriate.
7. **THAT** *certified payment* shall include Money Order, Bank Draft or Certified Cheque, in a form acceptable to the Treasurer.
8. **THAT** the Chief Financial Officer/Treasurer be authorized to amend the tax treatment of rates and fees to reflect changes in Legislation.
9. **THAT** no request by any person for any information, service or activity described in the Schedules will be processed or provided unless and until the person requesting the information, service or activity has paid the applicable fee in the prescribed amount as set out in the Schedules attached to this By-law.
10. **THAT** should any part of this By-law, including any part of the Schedules, 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 the Schedules, as applicable, shall continue to operate and to be in force and effect.

8. **THAT** By-law No. 058-2023 shall come into effect on the date it is passed.
9. **THAT** should any of the provisions contained herein conflict with any other by-law, the provisions of By-law 058-2023 shall be taken as correct.

PASSED IN OPEN COUNCIL ON JULY 17, 2023

Gordon A. Krantz

Mayor

Meaghen Reid

Town Clerk

SCHEDULE 'A' TO BY-LAW NO. 058-2023
Recreation Programs

In addition to the other clauses of this By-law, the following paragraphs also apply to Recreation Program fees as defined in this By-law:

1. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to prorate program fees for variations in program lengths, determine appropriate age ranges for programs, and timelines associated with cancellation fee charges referencing industry best practices in these areas.
2. **THAT** the Director, Recreation & Culture or designate be authorized to offer passes/coupons or a fee waiver associated with the following circumstances -
 - a) To promote/market a specific program to a targeted audience
 - b) To promote activities associated with unique events or proclamations (e.g. June is Recreation and Parks Month)
 - c) To reduce or waive fees when a customer's expectations have not been met
3. **THAT** all 10 and 30 visit passes have an expiry date of one (1) year from time of purchase.
4. **THAT** 30-day memberships have an expiry date of thirty (30) day from the date of purchase, 90-day memberships have an expiry date of ninety (90) days from the date of purchase; and annual memberships expire one (1) year from the date of purchase.
5. **THAT** the Group rate for all Drop-In Programs admits up to four (4) persons, with a minimum of one (1) adult and a maximum of (2) adults.
6. **THAT** the Additional Group Member fee is only available to additional group members processed under the same transaction. Group is a minimum of one (1) adult, maximum of two (2) adults.
7. **THAT** the Drop-In Single Visit, 10 and 30 Visit Passes and Annual Passes cannot be used for admission to Specialty Drop-In Programs that are listed separately on the rates and fees schedules.
8. **THAT** a preschool participant must be accompanied to all drop-in programs, excluding the Pre-School Drop-Off program, with a paying individual designated as having guardianship over the participant.
9. **THAT** 10 Visit Passes can only be used by the pass holder.

10. **THAT** an 8% premium be charged on annual cycling program memberships being purchased through monthly installment payment plans.
11. **THAT** ICAN (Integrated Care for Assisted Needs) participants register for the program of their choice and pay the approved fees associated with the program.
12. **THAT** the fees for birthday party packages do not include the required facility booking insurance fees that will be recovered at 100% of cost.
13. **THAT** registration for non-residents, defined as a participant who is residing in a dwelling that does not pay property taxes to the Town of Milton, commence no sooner than 48 hours after registration opens for residents.
14. **THAT** the Town of Milton has the right to alter, including but not limited to program time, location, fee and instructor, or to cancel programs as deemed necessary. In such situations, registrants will receive a full credit or refund of their registration fees.
15. **THAT** the Town will not issue customer requested refunds in the form of cheques for amounts less than \$30. In such situations, the refund amount will remain as a credit on the customer's account.
16. **THAT** if a virtual option for a program is offered, it will be at a 10% to 20% discount of the in-person equivalent fee. The fee will be discounted 10% if a Moderator is required and 20% if a Moderator is not required.
17. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to establish program fees for new or modified programs in accordance with the policy framework for establishing fees for Community Services programs and facility rentals.

**TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS**

**TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
INCLUSION PROGRAMS								
Drop-in Inclusion (per visit)								
Child & Youth Inclusion (not instructed): Single Admission	T	\$ 4.07	Sep 1, 2022	\$ 4.25	Sep 1, 2023	\$ 4.47	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth Inclusion (not instructed): 10 Visit	T	\$ 36.63	Sep 1, 2022	\$ 38.25	Sep 1, 2023	\$ 40.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Sensory Time (all ages): Single Admission	T	\$ 5.44	Sep 1, 2022	\$ 5.62	Sep 1, 2023	\$ 5.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialized Programs for Adults: Single Visit	T	\$ 5.00	Sep 1, 2022	\$ 5.18	Sep 1, 2023	\$ 5.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialized Programs for Adults: 10 Visit	T	\$ 45.00	Sep 1, 2022	\$ 46.62	Sep 1, 2023	\$ 48.96	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim and Gym (Child & Youth) program	T	\$ 13.90	Sep 1, 2022	\$ 14.87	Sep 1, 2023	\$ 17.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
AQUATICS								
Adult Swimming Lessons (per hour)								
Adult Group Lessons	T	\$ 22.25	Sep 1, 2022	\$ 23.14	Sep 1, 2023	\$ 24.32	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Private	T	\$ 91.83	Sep 1, 2022	\$ 95.50	Sep 1, 2023	\$ 100.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Semi-Private	T	\$ 45.91	Sep 1, 2022	\$ 47.75	Sep 1, 2023	\$ 50.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Family Group Lesson (5 maximum, minimum 1 adult)	T	\$ 58.80	Sep 1, 2022	\$ 61.15	Sep 1, 2023	\$ 64.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquatic Leadership Programs (per course)								
Aquatic Safety Inspector (8 Hours)	T	\$ 265.37	Sep 1, 2022	\$ 265.37	Sep 1, 2023	\$ 265.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquatic Supervisor Training	T	\$ 132.89	Sep 1, 2022	\$ 132.89	Sep 1, 2023	\$ 132.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Basic Rescuer CPR (Level C)	T	\$ 53.15	Sep 1, 2022	\$ 53.15	Sep 1, 2023	\$ 53.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Star/Basic First Aid	E	\$ 106.30	Sep 1, 2022	\$ 106.30	Sep 1, 2023	\$ 106.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross/Standard First Aid (non-resident fee)	T	\$ 312.22	Sep 1, 2022	\$ 312.22	Sep 1, 2023	\$ 312.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross/Standard First Aid	T	\$ 283.84	Sep 1, 2022	\$ 151.97	Sep 1, 2023	\$ 151.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Cross	T	\$ 152.13	Sep 1, 2022	\$ 152.13	Sep 1, 2023	\$ 152.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Emergency First Aid (non-resident fee)	T	\$ 266.18	Sep 1, 2022	\$ 266.18	Sep 1, 2023	\$ 266.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Emergency First Aid	T	\$ 241.98	Sep 1, 2022	\$ 142.41	Sep 1, 2023	\$ 142.41	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion	T	\$ 189.80	Sep 1, 2022	\$ 189.80	Sep 1, 2023	\$ 189.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Bronze Cross/Standard First Aid (non-resident fee)	T	\$ 522.50	Sep 1, 2022	\$ 522.50	Sep 1, 2023	\$ 522.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Medallion/Bronze Cross/Standard First Aid	T	\$ 475.00	Sep 1, 2022	\$ 294.38	Sep 1, 2023	\$ 294.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving Assistant Instructor	T	\$ 199.48	Sep 1, 2022	\$ 199.48	Sep 1, 2023	\$ 199.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving/Swim Instructor (non-resident fee)	T	\$ 324.51	Sep 1, 2022	\$ 324.51	Sep 1, 2023	\$ 324.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving/Swim Instructor	T	\$ 295.01	Sep 1, 2022	\$ 224.60	Sep 1, 2023	\$ 224.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC Advanced Instructor & Examiner Standards Clinic	T	\$ 77.19	Sep 1, 2022	\$ 77.19	Sep 1, 2023	\$ 77.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC First Aid Instructor	T	\$ 230.59	Sep 1, 2022	\$ 230.59	Sep 1, 2023	\$ 230.59	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
LSSC First Aid/CPR	T	\$ 123.36	Sep 1, 2022	\$ 123.36	Sep 1, 2023	\$ 123.36	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC First Aid/CPR Recertification	T	\$ 73.51	Sep 1, 2022	\$ 73.51	Sep 1, 2023	\$ 73.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
LSSC Instructor-Trainer	T	\$ 257.29	Sep 1, 2022	\$ 257.29	Sep 1, 2023	\$ 257.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL) (non-resident fee)	T	\$ 324.51	Sep 1, 2022	\$ 324.51	Sep 1, 2023	\$ 324.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL)	T	\$ 295.01	Sep 1, 2022	\$ 224.60	Sep 1, 2023	\$ 224.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Lifeguard (NL) Instructor	T	\$ 257.29	Sep 1, 2022	\$ 257.29	Sep 1, 2023	\$ 257.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
NL Recertification	T	\$ 94.12	Sep 1, 2022	\$ 94.12	Sep 1, 2023	\$ 94.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
The Total Lifeguard (Bronze Cross/Standard First Aid, Bronze Medallion/Emergency First Aid and National Lifeguard) (non-resident fee)	T	\$ 797.50	Sep 1, 2022	\$ 797.50	Sep 1, 2023	\$ 797.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
The Total Lifeguard (Bronze Cross/Standard First Aid, Bronze Medallion/Emergency First Aid and National Lifeguard)	T	\$ 725.00	Sep 1, 2022	\$ 518.98	Sep 1, 2023	\$ 518.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Swimming Lessons (per hour)								
Preschool A-E	E	\$ 22.10	Sep 1, 2022	\$ 22.98	Sep 1, 2023	\$ 24.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swimmer 1-3	E	\$ 22.10	Sep 1, 2022	\$ 22.98	Sep 1, 2023	\$ 24.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swimmer 4-6	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Semi-private	E	\$ 40.39	Sep 1, 2022	\$ 42.01	Sep 1, 2023	\$ 44.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Private	E	\$ 78.71	Sep 1, 2022	\$ 81.86	Sep 1, 2023	\$ 86.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Parent and Tot 1-3	E	\$ 20.62	Sep 1, 2022	\$ 21.44	Sep 1, 2023	\$ 22.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim Patrol Rookie/Ranger/Star	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Springboard Diving	E	\$ 15.90	Sep 1, 2022	\$ 16.54	Sep 1, 2023	\$ 17.39	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lifesaving Sport	E	\$ 15.22	Sep 1, 2022	\$ 15.83	Sep 1, 2023	\$ 16.64	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Aquafit Membership								
Adult: Annual Membership	T	\$ 470.30	Sep 1, 2022	\$ 489.11	Sep 1, 2023	\$ 514.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Annual Membership	T	\$ 329.22	Sep 1, 2022	\$ 342.39	Sep 1, 2023	\$ 359.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Annual Aquafit Membership (only available in combination with the purchase of an Annual Active Living Pass)		60% Discount	Sep 1, 2022	60% Discount	Sep 1, 2023	60% Discount	Sep 1, 2024	
Aquafit Passes								
Adult: Single Visit Pass	T	\$ 10.71	Sep 1, 2022	\$ 11.15	Sep 1, 2023	\$ 11.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 96.52	Sep 1, 2022	\$ 100.35	Sep 1, 2023	\$ 105.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit Pass	T	\$ 9.69	Sep 1, 2022	\$ 10.09	Sep 1, 2023	\$ 10.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 10 Visit Pass	T	\$ 87.21	Sep 1, 2022	\$ 90.81	Sep 1, 2023	\$ 95.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
ARTS PROGRAMS								
Supplemental Materials & Supplies ¹	T	At Cost	Sep 1, 2022	At Cost	Sep 1, 2023	At Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Registered Programs (per hour)								
Arts Preschool A	E	\$ 8.47	Sep 1, 2022	\$ 8.72	Sep 1, 2023	\$ 9.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Preschool B	E	\$ 9.56	Sep 1, 2022	\$ 9.85	Sep 1, 2023	\$ 10.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Children A	E	\$ 12.16	Sep 1, 2022	\$ 12.52	Sep 1, 2023	\$ 13.16	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Children B	E	\$ 12.82	Sep 1, 2022	\$ 13.20	Sep 1, 2023	\$ 13.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Youth A	T	\$ 10.82	Sep 1, 2022	\$ 11.14	Sep 1, 2023	\$ 11.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Youth B	T	\$ 12.20	Sep 1, 2022	\$ 12.57	Sep 1, 2023	\$ 13.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult A	T	\$ 10.82	Sep 1, 2022	\$ 11.14	Sep 1, 2023	\$ 11.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult B	T	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Adult C	T	\$ 12.52	Sep 1, 2022	\$ 12.90	Sep 1, 2023	\$ 13.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshops (per hour)								
Art Workshop - Preschool A	E	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Children A	E	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Children B	E	\$ 13.20	Sep 1, 2022	\$ 13.60	Sep 1, 2023	\$ 14.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Youth A	T	\$ 11.86	Sep 1, 2022	\$ 12.22	Sep 1, 2023	\$ 12.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Youth B	T	\$ 13.20	Sep 1, 2022	\$ 13.60	Sep 1, 2023	\$ 14.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult A	T	\$ 11.62	Sep 1, 2022	\$ 11.97	Sep 1, 2023	\$ 12.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult B	T	\$ 12.52	Sep 1, 2022	\$ 12.90	Sep 1, 2023	\$ 13.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Adult C	T	\$ 17.16	Sep 1, 2022	\$ 17.67	Sep 1, 2023	\$ 18.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Workshop - Family A	T	\$ 22.57	Sep 1, 2022	\$ 23.25	Sep 1, 2023	\$ 24.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in Programs (per hour)								
Adult Drop-in Art A	T	\$ 11.02	Sep 1, 2022	\$ 11.38	Sep 1, 2023	\$ 11.99	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth Drop-in Art A	T	\$ 4.16	Sep 1, 2022	\$ 4.28	Sep 1, 2023	\$ 4.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Arts Centre Events								
Educational Workshop: Per Student (first 90 minutes)	T/E	\$ 8.03	Sep 1, 2022	\$ 8.27	Sep 1, 2023	\$ 8.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Educational Workshop: Per Student (each additional 30 minutes)	T/E	\$ 1.34	Sep 1, 2022	\$ 1.38	Sep 1, 2023	\$ 1.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Educational Workshop: Supplemental Materials & Supplies and/or Mileage ¹	T	At Cost	Sep 1, 2022	At Cost	Sep 1, 2023	At Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
CHILDREN/YOUTH GENERAL PROGRAMS								
Registered Programs (per course)								
High Five PHCD Course	T	\$ 78.69	Sep 1, 2022	\$ 81.84	Sep 1, 2023	\$ 86.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS**

**TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Registered Programs (per hour)								
Preschool A	E	\$ 10.31	Sep 1, 2022	\$ 10.72	Sep 1, 2023	\$ 11.27	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool B	E	\$ 12.83	Sep 1, 2022	\$ 13.34	Sep 1, 2023	\$ 14.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool C	E	\$ 13.67	Sep 1, 2022	\$ 14.22	Sep 1, 2023	\$ 14.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool D	E	\$ 20.75	Sep 1, 2022	\$ 21.58	Sep 1, 2023	\$ 22.68	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth A	E	\$ 8.79	Sep 1, 2022	\$ 9.14	Sep 1, 2023	\$ 9.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth B	E	\$ 12.79	Sep 1, 2022	\$ 13.30	Sep 1, 2023	\$ 13.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth C	E	\$ 13.90	Sep 1, 2022	\$ 14.46	Sep 1, 2023	\$ 15.20	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth D	E	\$ 17.63	Sep 1, 2022	\$ 18.34	Sep 1, 2023	\$ 19.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child & Youth E	E	\$ 20.75	Sep 1, 2022	\$ 21.58	Sep 1, 2023	\$ 22.68	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Workshop - Per Family (Admit 4)	T	\$ 18.79	Sep 1, 2022	\$ 19.54	Sep 1, 2023	\$ 20.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Workshop - Additional Child	T/E	\$ 2.86	Sep 1, 2022	\$ 2.97	Sep 1, 2023	\$ 3.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Registered Programs (per day)								
After School Club - without Transportation	E	\$ 8.02	Sep 1, 2022	\$ 8.34	Sep 1, 2023	\$ 8.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club - with Transportation	E	\$ 13.31	Sep 1, 2022	\$ 13.84	Sep 1, 2023	\$ 14.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club JK/SK - without Transportation	E	\$ 10.02	Sep 1, 2022	\$ 10.42	Sep 1, 2023	\$ 10.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
After School Club JK/SK- with Transportation	E	\$ 16.63	Sep 1, 2022	\$ 17.30	Sep 1, 2023	\$ 18.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshops (per hour)								
Youth Workshop	T/E	\$ 9.40	Sep 1, 2022	\$ 9.78	Sep 1, 2023	\$ 10.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in Programs (per session)								
Preschool Drop-off: Single Admission	E	\$ 4.60	Sep 1, 2022	\$ 4.80	Sep 1, 2023	\$ 5.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Preschool Drop-off: 10 Visit	E	\$ 41.40	Sep 1, 2022	\$ 43.20	Sep 1, 2023	\$ 45.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Homeschool Gym Time	E	\$ 5.00	Sep 1, 2022	\$ 5.20	Sep 1, 2023	\$ 5.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Homeschool Gym Time: 10 Visit	E	\$ 45.00	Sep 1, 2022	\$ 46.80	Sep 1, 2023	\$ 49.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camps (per day)								
Camp A	E	\$ 40.34	Sep 13, 2022	\$ 41.95	Sep 1, 2023	\$ 44.10	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camp B	E	\$ 47.69	Sep 13, 2022	\$ 49.60	Sep 1, 2023	\$ 52.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Camp C	E	\$ 56.47	Sep 13, 2022	\$ 58.73	Sep 1, 2023	\$ 61.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Partnership Camps/Programs ²	E	100% Cost + 15% - 25% admin fee	Sep 13, 2022	100% Cost + 15% - 25% admin fee	Sep 1, 2023	100% Cost + 15% - 25% admin fee	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
SNAP Camp	E	\$ 58.95	Sep 13, 2022	\$ 61.31	Sep 1, 2023	\$ 64.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training	E	\$ 21.45	Sep 1, 2022	\$ 22.31	Sep 1, 2023	\$ 23.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Extended Care (per hour, per child)	E	\$ 4.52	Sep 13, 2022	\$ 4.70	Sep 1, 2023	\$ 4.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training Camp Materials	E	100% of Cost	Sep 13, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Leader in Training First Aid CPR Materials	E	100% of Cost	Sep 13, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Neighbourhood Playground (per season)	E	\$ 38.45	Sep 1, 2022	\$ 39.99	Sep 1, 2023	\$ 42.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

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OLDER ADULT								
Seniors' Activity Centre Membership (annual)								
Age 55-64	T	\$ 30.97	Sep 1, 2022	\$ 30.97	Sep 1, 2023	\$ 30.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Age 65-84	T	\$ 22.12	Sep 1, 2022	\$ 22.12	Sep 1, 2023	\$ 22.12	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Age 85+	T	Free	Sep 1, 2022	Free	Sep 1, 2023	Free	Sep 1, 2024	
Discount to Milton Seniors Activity Members for Registered Older Adult Programs		15% Discount	Sep 1, 2022	15% Discount	Sep 1, 2023	15% Discount	Sep 1, 2024	
Registered Programs (per hour)								
Fitness A	T	\$ 5.61	Sep 1, 2022	\$ 5.83	Sep 1, 2023	\$ 6.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness B	T	\$ 6.79	Sep 1, 2022	\$ 7.06	Sep 1, 2023	\$ 7.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness C	T	\$ 8.27	Sep 1, 2022	\$ 8.60	Sep 1, 2023	\$ 9.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest A	T	\$ 5.92	Sep 1, 2022	\$ 6.16	Sep 1, 2023	\$ 6.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest B	T	\$ 6.95	Sep 1, 2022	\$ 7.23	Sep 1, 2023	\$ 7.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest C	T	\$ 8.45	Sep 1, 2022	\$ 8.79	Sep 1, 2023	\$ 9.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest D	T	\$ 1.99	Sep 1, 2022	\$ 1.99	Sep 1, 2023	\$ 2.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
General Interest E	T	\$ 3.98	Sep 1, 2022	\$ 3.98	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult A	T	\$ 8.72	Sep 1, 2022	\$ 8.98	Sep 1, 2023	\$ 9.44	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult B	T	\$ 9.39	Sep 1, 2022	\$ 9.68	Sep 1, 2023	\$ 10.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Workshop - Older Adult C	T	\$ 12.87	Sep 1, 2022	\$ 13.25	Sep 1, 2023	\$ 13.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Partnership Programs	T	100% Cost + minimum 15% admin fee	Sep 1, 2022	100% Cost + minimum 15% admin fee	Sep 1, 2023	100% Cost + minimum 15% admin fee	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Program Materials	T	100% of Cost	Sep 1, 2022	100% of Cost	Sep 1, 2023	100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Events/Trips/Lunch Counter	T	At minimum 100% of Cost	Sep 1, 2022	At minimum 100% of Cost	Sep 1, 2023	At minimum 100% of Cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in A (Not Instructed)								
Member - Single Visit	T	\$ 1.99	Sep 1, 2022	\$ 1.99	Sep 1, 2023	\$ 2.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Member - 10 Visit Pass	T	\$ 17.92	Sep 1, 2022	\$ 17.91	Sep 1, 2023	\$ 19.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Member - 30 Visit Pass	T	\$ 47.79	Sep 1, 2022	\$ 47.76	Sep 1, 2023	\$ 53.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - Single Visit	T	\$ 3.98	Sep 1, 2022	\$ 3.98	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - 10 Visit Pass	T	\$ 35.84	Sep 1, 2022	\$ 35.82	Sep 1, 2023	\$ 39.78	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member - 30 Visit Pass	T	\$ 95.53	Sep 1, 2022	\$ 95.53	Sep 1, 2023	\$ 106.09	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Drop-in B (Instructed)								
Member	T	\$ 5.44	Sep 1, 2022	\$ 5.66	Sep 1, 2023	\$ 5.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Member	T	\$ 10.84	Sep 1, 2022	\$ 11.28	Sep 1, 2023	\$ 11.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

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CYCLING TRACK PROGRAMS								
Registered Cycling Track Programs (per hour)								
Education Seminars - A	T	\$ 18.20	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Education Seminars - B	T	\$ 27.29	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Adult	T	\$ 16.69	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Adult (Women Only)	T	\$ 16.69	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Try the Track - Youth (Ages 10-18)	T	\$ 12.50	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Let's Ride	T	\$ 15.06	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Learn to Ride	T	\$ 18.79	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
NCCP CI Course (per course)	T	\$ 225.63	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Certification A	T	\$ 15.67	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Certification B	T	\$ 20.89	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Race Competency Certification	T	\$ 25.05	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Re-Certification	T	\$ 37.62	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Youth (Ages 10-14)	T	\$ 17.24	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Youth (Ages 15-18)	T	\$ 17.24	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Youth (Under 15)	T	\$ 18.04	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Youth (Under 19)	T	\$ 19.33	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Advanced Training - Youth (Ages 12-18)	T	\$ 19.59	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Adult	T	\$ 22.99	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Introductory - Adult (Women Only)	T	\$ 22.99	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Training - Adult	T	\$ 25.76	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Advanced Training - Adult	T	\$ 28.37	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Structured Fitness - Adult	T	\$ 21.41	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bronze Private Package (1.5 hrs on track) - per person; minimum 10 people	T	\$ 59.47	Sep 1, 2022	\$ 61.85	Sep 1, 2023	\$ 65.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Silver Private Package (2 hrs on track) - per person; minimum 10 people	T	\$ 111.98	Sep 1, 2022	\$ 116.46	Sep 1, 2023	\$ 122.42	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gold Private Package (2 hrs on track) - per person; minimum 10 people	T	\$ 565.58	Sep 1, 2022	\$ 588.20	Sep 1, 2023	\$ 618.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Towel Service (per person)	T	\$ 16.10	Sep 1, 2022	\$ 16.74	Sep 1, 2023	\$ 17.60	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Private Change Room (per event)	T	\$ 536.76	Sep 1, 2022	\$ 558.23	Sep 1, 2023	\$ 586.78	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer Discount on Private Package (June 1 - August 31)	T	20% Discount	Sep 1, 2022	20% Discount	Sep 1, 2023	20% Discount	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 1 hour track session	T	\$ 35.73	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 2 hour track session	T	\$ 56.41	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Youth/Older Adult 3 hour track session	T	\$ 79.91	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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Specialty Training Sessions - Adult 1 hour track session	T	\$ 47.63	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Adult 2 hour track session	T	\$ 75.21	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Specialty Training Sessions - Adult 3 hour track session	T	\$ 106.56	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Racing Fees - Youth 1 hour track session	T	\$ 12.34	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Racing Fees - Adult 1 hour track session	T	\$ 17.32	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike/Shoe/Helmet Rental for Registered Programs (8 week session) *Intro to Cycling and Try the Track include equipment								
Youth/Older Adult	T	\$ 20.05	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult	T	\$ 26.75	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Summer Registered Cycling Track Programs (June, July, August)		50% Discount	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	
Drop-In Track Cycling (per visit)								
Adult: Single Visit Pass	T	\$ 18.45	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 166.06	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 30 Visit Pass	T	\$ 442.83	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit Pass	T	\$ 13.85	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 10 Visit Pass	T	\$ 124.65	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: 30 Visit Pass	T	\$ 332.39	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Cycling Memberships								
Adult: Annual Gold Membership	T	\$ 1,181.34	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Silver Membership	T	\$ 826.94	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Bronze Membership	T	\$ 531.60	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Gold Membership (October to March)	T	\$ 1,020.24	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Silver Membership (October to March)	T	\$ 714.17	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Winter Bronze Membership (October to March)	T	\$ 459.11	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Gold Membership (April to September)	T	\$ 322.18	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Silver Membership (April to September)	T	\$ 225.53	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Summer Bronze Membership (April to September)	T	\$ 144.98	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Youth and Older Adult		25% Discount	Jan 1, 2022	discontinued	Jan 1, 2023	discontinued	Jan 1, 2024	
Discount on Annual Active Living Pass (available to Track Cycling Annual Members)		15% Discount	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
FITNESS								
Registered Programs (per hour)								
Fitness A	T/E	\$ 7.06	Sep 1, 2022	\$ 7.34	Sep 1, 2023	\$ 7.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness B	T/E	\$ 8.24	Sep 1, 2022	\$ 8.57	Sep 1, 2023	\$ 9.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness C	T/E	\$ 9.41	Sep 1, 2022	\$ 9.79	Sep 1, 2023	\$ 10.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness D	T/E	\$ 10.58	Sep 1, 2022	\$ 11.00	Sep 1, 2023	\$ 11.56	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness E	T/E	\$ 11.78	Sep 1, 2022	\$ 12.25	Sep 1, 2023	\$ 12.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness F	T/E	\$ 12.94	Sep 1, 2022	\$ 13.46	Sep 1, 2023	\$ 14.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness G	T/E	\$ 18.24	Sep 1, 2022	\$ 18.97	Sep 1, 2023	\$ 19.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Discount on Registered Fitness and/or Aquafit Programs (available to Annual Active Living and/or Pass Holders)		50% Discount	Sep 1, 2022	50% Discount	Sep 1, 2023	50% Discount	Sep 1, 2024	
Workshops (per person, per hour)								
Educational Fitness Class Workshop	T	\$ 5.38	Sep 1, 2022	\$ 5.60	Sep 1, 2023	\$ 5.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Workshop	T	\$ 8.95	Sep 1, 2022	\$ 9.31	Sep 1, 2023	\$ 9.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Personal Training (per hour)								
1 One hour session	T	\$ 68.80	Jan 1, 2022	\$ 68.80	Sep 1, 2023	\$ 68.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
3 One hour sessions	T	\$ 66.05	Jan 1, 2022	\$ 66.05	Sep 1, 2023	\$ 66.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
5 One hour sessions	T	\$ 64.67	Jan 1, 2022	\$ 64.67	Sep 1, 2023	\$ 64.67	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
10 One hour sessions	T	\$ 63.50	Jan 1, 2022	\$ 63.50	Sep 1, 2023	\$ 63.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
25 One hour sessions	T	\$ 60.88	Jan 1, 2022	\$ 60.88	Sep 1, 2023	\$ 60.88	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Personal Training -Semi-Private (per hour, per 2-3 people)								
3 One hour session	T	\$ 65.00	Jan 1, 2022	\$ 92.48	Sep 1, 2023	\$ 92.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
5 One hour sessions	T	\$ 60.00	Jan 1, 2022	\$ 90.54	Sep 1, 2023	\$ 90.54	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
10 One hour sessions	T	\$ 55.00	Jan 1, 2022	\$ 88.90	Sep 1, 2023	\$ 88.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Active Living Passes								
Active Living Pass (Applicable to Mattamy National Cycling Centre, Milton Leisure Centre, Milton Sports Centre and Sherwood Community Centre)								
Adult: Single Visit	T	\$ 10.71	Sep 1, 2022	\$ 11.15	Sep 1, 2023	\$ 11.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 96.52	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: 30-Day Pass		\$ 48.20	Sep 13, 2022	\$ 50.18	Sep 1, 2023	\$ 52.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult: Annual Pass	T	\$ 420.43	Sep 1, 2022	\$ 437.25	Sep 1, 2023	\$ 459.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Older Adult: Single Visit	T	\$ 9.69	Sep 1, 2022	\$ 10.09	Sep 1, 2023	\$ 10.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Youth/Older Adult: 10 Visit Pass	T	\$ 87.00	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Student/Older Adult: 30-Day Pass		\$ 43.61	Sep 13, 2022	\$ 45.41	Sep 1, 2023	\$ 47.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth/Student/Older Adult: Annual Pass	T	\$ 294.33	Sep 1, 2022	\$ 306.10	Sep 1, 2023	\$ 321.75	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Student Summer Pass	T	\$ 100.00	Sep 1, 2022	discontinued	Sep 1, 2023	discontinued	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Corporate/Business Annual Pass Discounts								
Bundle of 5-9 Annual Passes		10% Discount	Jan 1, 2022	10% Discount	Sep 1, 2023	10% Discount	Sep 1, 2024	
Bundle of 10 or more Annual Passes		15% Discount	Jan 1, 2022	15% Discount	Sep 1, 2023	15% Discount	Sep 1, 2024	
Walking/Running Track								
Access Card: Multi-location access - Individual Annual	T	\$ 33.05	Jan 1, 2022	\$ 34.37	Sep 1, 2023	\$ 36.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: MNCC - Individual Annual	T	\$ 28.14	Jan 1, 2022	\$ 29.27	Sep 1, 2023	\$ 30.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: Sports Centre - Individual Annual	T	\$ 11.42	Jan 1, 2022	\$ 11.88	Sep 1, 2023	\$ 12.49	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card: Sports Centre - Team Annual	T	\$ 58.28	Jan 1, 2022	\$ 60.61	Sep 1, 2023	\$ 63.71	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Single visit MNCC and MSC	T	\$ 5.13	Jan 1, 2022	\$ 5.35	Sep 1, 2023	\$ 5.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Access Card replacement fee	T	\$ 4.43	Jan 1, 2022	\$ 4.43	Sep 1, 2023	\$ 4.43	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
SPORT PROGRAMS								
Registered Programs (per hour)								
Youth Badminton League	T	\$ 12.39	Sep 1, 2022	\$ 12.89	Sep 1, 2023	\$ 13.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child and Youth Instructional Sports A	T/E	\$ 10.55	Sep 1, 2022	\$ 10.97	Sep 1, 2023	\$ 11.53	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Child and Youth Instructional Sports B	T/E	\$ 13.79	Sep 1, 2022	\$ 14.34	Sep 1, 2023	\$ 15.07	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program A	T	\$ 5.50	Sep 1, 2022	\$ 5.72	Sep 1, 2023	\$ 6.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program B	T	\$ 12.74	Sep 1, 2022	\$ 13.25	Sep 1, 2023	\$ 13.93	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sport Program C	T	\$ 34.33	Sep 1, 2022	\$ 35.70	Sep 1, 2023	\$ 37.53	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League A (per person)	T	\$ 14.86	Sep 1, 2022	\$ 15.45	Sep 1, 2023	\$ 16.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League B (per person)	T	\$ 16.57	Sep 1, 2022	\$ 17.23	Sep 1, 2023	\$ 18.11	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per person)	T	\$ 24.89	Sep 1, 2022	\$ 25.89	Sep 1, 2023	\$ 27.21	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League A (per team)	T	\$ 118.93	Sep 1, 2022	\$ 123.69	Sep 1, 2023	\$ 130.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League B (per team)	T	\$ 132.51	Sep 1, 2022	\$ 137.81	Sep 1, 2023	\$ 144.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per team)	T	\$ 248.84	Sep 1, 2022	\$ 258.79	Sep 1, 2023	\$ 272.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Adult Sports League C (per goalie per season)	T	\$ 28.28	Sep 1, 2022	\$ 29.41	Sep 1, 2023	\$ 30.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
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TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Drop-in Programs								
Drop-in Play & Sport								
Preschool (Under 6 Years): Single Visit	T	\$ 1.06	Sep 1, 2022	\$ 1.11	Sep 1, 2023	\$ 1.15	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 9.56	Sep 1, 2022	\$ 9.99	Sep 1, 2023	\$ 10.35	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 67.96	Sep 1, 2022	\$ 71.04	Sep 1, 2023	\$ 73.60	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Single Visit	T	\$ 4.03	Sep 1, 2022	\$ 4.20	Sep 1, 2023	\$ 4.42	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): 10 Visit Pass	T	\$ 36.24	Sep 1, 2022	\$ 37.80	Sep 1, 2023	\$ 39.78	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Annual Pass	T	\$ 257.70	Sep 1, 2022	\$ 268.80	Sep 1, 2023	\$ 282.88	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 4.96	Sep 1, 2022	\$ 5.13	Sep 1, 2023	\$ 5.40	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 44.60	Sep 1, 2022	\$ 46.17	Sep 1, 2023	\$ 48.60	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 317.17	Sep 1, 2022	\$ 328.32	Sep 1, 2023	\$ 345.60	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 14.96	Sep 1, 2022	\$ 15.58	Sep 1, 2023	\$ 16.37	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 134.60	Sep 1, 2022	\$ 140.18	Sep 1, 2023	\$ 147.33	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 837.52	Sep 1, 2022	\$ 872.20	Sep 1, 2023	\$ 916.72	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 2.83	Sep 1, 2022	\$ 2.92	Sep 1, 2023	\$ 3.10	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 25.49	Sep 1, 2022	\$ 26.28	Sep 1, 2023	\$ 27.64	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 181.24	Sep 1, 2022	\$ 186.90	Sep 1, 2023	\$ 196.53	Sep 1, 2024	Cash, Debit, & Credit Card
Drop-in Swim & Skate								
Preschool (Under 6 Years): Single Visit	T	\$ 1.55	Sep 1, 2022	\$ 1.59	Sep 1, 2023	\$ 1.70	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 13.94	Sep 1, 2022	\$ 14.34	Sep 1, 2023	\$ 15.30	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 86.73	Sep 1, 2022	\$ 89.20	Sep 1, 2023	\$ 95.20	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Single Visit	T	\$ 3.01	Sep 1, 2022	\$ 3.14	Sep 1, 2023	\$ 3.30	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): 10 Visit Pass	T	\$ 27.08	Sep 1, 2022	\$ 28.26	Sep 1, 2023	\$ 29.70	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years)/Youth (13-17 Years)/Older Audlt (65+ Years): Annual Pass	T	\$ 168.50	Sep 1, 2022	\$ 175.84	Sep 1, 2023	\$ 184.80	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 4.25	Sep 1, 2022	\$ 4.42	Sep 1, 2023	\$ 4.69	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 38.23	Sep 1, 2022	\$ 39.78	Sep 1, 2023	\$ 41.85	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 237.88	Sep 1, 2022	\$ 247.52	Sep 1, 2023	\$ 260.40	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 12.12	Sep 1, 2022	\$ 12.61	Sep 1, 2023	\$ 13.24	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 109.12	Sep 1, 2022	\$ 113.49	Sep 1, 2023	\$ 119.16	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 678.94	Sep 1, 2022	\$ 706.16	Sep 1, 2023	\$ 741.44	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 2.48	Sep 1, 2022	\$ 2.57	Sep 1, 2023	\$ 2.68	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 22.30	Sep 1, 2022	\$ 23.10	Sep 1, 2023	\$ 23.81	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 138.76	Sep 1, 2022	\$ 143.72	Sep 1, 2023	\$ 148.18	Sep 1, 2024	Cash, Debit, & Credit Card

TABLE 'A-1' OF SCHEDULE 'A' TO BY-LAW NO. 058-2023
RECREATION PROGRAMS

TOWN OF MILTON
RATES AND FEES
RECREATION PROGRAMS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Drop-in Specialty Skate								
Preschool (Under 6 Years): Single Visit	T	\$ 0.97	Sep 1, 2022	\$ 1.02	Sep 1, 2023	\$ 1.07	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): 10 Visit Pass	T	\$ 8.76	Sep 1, 2022	\$ 9.18	Sep 1, 2023	\$ 9.63	Sep 1, 2024	Cash, Debit, & Credit Card
Preschool (Under 6 Years): Annual Pass	T	\$ 54.51	Sep 1, 2022	\$ 57.12	Sep 1, 2023	\$ 59.92	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): Single Visit	T	\$ 5.75	Sep 1, 2022	\$ 5.97	Sep 1, 2023	\$ 6.26	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): 10 Visit Pass	T	\$ 51.77	Sep 1, 2022	\$ 53.73	Sep 1, 2023	\$ 56.34	Sep 1, 2024	Cash, Debit, & Credit Card
Child (6-12 Years): Annual Pass	T	\$ 322.12	Sep 1, 2022	\$ 334.32	Sep 1, 2023	\$ 350.56	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): Single Visit	T	\$ 6.20	Sep 1, 2022	\$ 6.42	Sep 1, 2023	\$ 6.57	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): 10 Visit Pass	T	\$ 55.83	Sep 1, 2022	\$ 57.78	Sep 1, 2023	\$ 59.13	Sep 1, 2024	Cash, Debit, & Credit Card
Youth (13-17 Years)/Older Adult (65+ Years): Annual Pass	T	\$ 347.40	Sep 1, 2022	\$ 359.52	Sep 1, 2023	\$ 367.92	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Single Visit	T	\$ 7.43	Sep 1, 2022	\$ 7.70	Sep 1, 2023	\$ 8.09	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: 10 Visit Pass	T	\$ 66.90	Sep 1, 2022	\$ 69.30	Sep 1, 2023	\$ 72.81	Sep 1, 2024	Cash, Debit, & Credit Card
Adult: Annual Pass	T	\$ 416.28	Sep 1, 2022	\$ 431.20	Sep 1, 2023	\$ 453.04	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Single Visit	T	\$ 22.12	Sep 1, 2022	\$ 23.01	Sep 1, 2023	\$ 24.20	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): 10 Visit Pass	T	\$ 199.12	Sep 1, 2022	\$ 207.09	Sep 1, 2023	\$ 217.80	Sep 1, 2024	Cash, Debit, & Credit Card
Group (Max 4): Annual Pass	T	\$ 1,150.44	Sep 1, 2022	\$ 1,196.52	Sep 1, 2023	\$ 1,258.40	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Single Visit	T	\$ 4.25	Sep 1, 2022	\$ 4.42	Sep 1, 2023	\$ 4.69	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: 10 Visit Pass	T	\$ 38.23	Sep 1, 2022	\$ 39.78	Sep 1, 2023	\$ 42.21	Sep 1, 2024	Cash, Debit, & Credit Card
Additional Group Member: Annual Pass	T	\$ 237.88	Sep 1, 2022	\$ 247.52	Sep 1, 2023	\$ 262.64	Sep 1, 2024	Cash, Debit, & Credit Card
Pickleball Book-A-Court (2 hours)	T	\$ 32.00	Dec 13, 2022	\$ 33.28	Sep 1, 2023	\$ 34.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Pickleball Book-A-Court for annual Play & Sport Members (2 hours)	T	\$ 24.00	Dec 13, 2022	\$ 24.96	Sep 1, 2023	\$ 26.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MISCELLANEOUS FEES								
Late pickup fee (each 15 minute period that a child remains in staff's care)	E	\$ 10.00	Sep 1, 2022	\$ 10.00	Sep 1, 2023	\$ 10.00	Sep 1, 2024	Cash, Debit, & Credit Card
Cancellation Fee	T	\$ 13.50	Sep 1, 2022	\$ 13.50	Sep 1, 2023	\$ 13.50	Sep 1, 2024	Automatic Deduction
Holiday Coupon Book	T	\$ 5.00	Sep 1, 2022	\$ 6.00	Sep 1, 2023	\$ 6.00	Sep 1, 2024	Cash, Debit, & Credit Card
Wristband Replacement Fee	T	\$ 8.85	Sep 1, 2022	\$ 8.85	Sep 1, 2023	\$ 8.85	Sep 1, 2024	Cash, Debit, & Credit Card
Non-Resident Fee (per program, per registrant)³	T	10% Premium	Sep 1, 2022	10% Premium	Sep 1, 2023	10% Premium	Sep 1, 2024	Cash, Debit, & Credit Card

- NOTES:**
- 1. Additional expenses incurred to facilitate the art program or educational workshop will be charged at cost.
 - 2. Administration Fee will be dependant on administrative efforts/group classification associated with the entities involved.
 - 3. Excluding fitness memberships, and aquatics leadership courses which are subject to a separate non-resident fee model as noted in this table.

SCHEDULE 'B' TO BY-LAW NO. 058-2023
Facilities and Parks

In addition to the other clauses of this By-law, the following paragraphs also apply to Facilities and Parks fees as defined in this By-law:

1. **THAT** staff be authorized to offer sale pricing for facility and park space following formal allocation periods and/or for bookings made within 48 hours of use at rates discounted up to 40% of the fees prescribed in Table 'B-1' as authorized by the Director, Recreation & Culture or designate.
2. **THAT** Affiliation Status under this by-law be defined as per the Affiliation policy included in staff report COMS-036-06.
3. **THAT** the facility cancellation fees shall be administered as follows, with the exception of FirstOntario Arts Centre Milton where cancellation terms are outlined in rental contracts:
 - a. Cancellation fee of 20% of the value of the rental permit be charged to any permit holder who cancels a rental agreement up to fourteen (14) days of the rental booking date. Refunds will not be provided for cancellations within fourteen (14) days of the rental booking date.
 - b. Cancellation fee of 20% of the value of the special event rental permit be charged to any permit holder who cancels a rental agreement up to thirty (30) days from prior to rental date. Refunds will not be provided for cancellations within thirty (30) days of the rental booking date.
 - c. Cancellation fees do not apply in relation to inclement weather conditions associated with permits for outdoor space. Cancellation fees may not apply to permits for indoor space in relation to inclement weather events. In the event of extenuating circumstances, the Director, Recreation & Culture or designate may alter the refund amount.
4. **THAT** the Town will not issue customer requested refunds in the form of cheques for amounts less than \$30. In such situations, the refund amount will remain as a credit on the customer's account.
5. **THAT** fees for pool rentals by lane are only applicable in association with the full pool being in use.
6. **THAT** annual members of the Milton Seniors' Activity Centre be granted a 10% discount off the meeting and/or social facility room rental rates at the Milton Seniors' Activity Centre.

7. **THAT** the Bulk Turf Field Discount fee be applied for turf field rentals under the following terms:
 - a. Monday to Friday during school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays) only between the hours of 6am and 4pm; and
 - b. Minimum booking of 5 hours per week over at least two (2) days.
8. **THAT** the Bulk Discount Ice fee be applied for ice rentals under the following terms:
 - a. Monday to Friday during the school year only between the hours of 6am and 4pm; excluding all school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays); and
 - b. Minimum booking of 5 hours per week over at least two (2) days.
9. **THAT** the Individual Ice Hour Discount Ice fee be applied for ice rentals under the following terms:
 - a. Monday to Friday during the school year only between the hours of 6am and 4pm; excluding all school holidays (including but not limited to Winter Break, Spring Break, PA Days, statutory holidays); and
 - b. Maximum of five (5) skaters.
10. **THAT** staff be authorized to reduce or waive fees when a customer's expectations have not been met as authorized by the Director, Recreation & Culture or designate.
11. **THAT** for the purpose of determining risk level for Facility Rental Damage Deposit, High Risk is determined to be a large venue with an expected attendance of more than 100 people and/or a repeat customer with a history of causing damage.
12. **THAT** for the purpose of determining event profile and staffing requirements, profile is determined based on various needs associated with an event, such as supervision of licensed event, technical and maintenance requirements for facility operation, security of event and/or facility.
13. **THAT** affiliated rental rates are not applicable for any permits approved for statutory holiday dates.
14. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to establish fees for new or modified facility or field space in accordance with the Corporate Policy No. 165: Policy Framework for establishing fees for Community Services Programs and Facility Rentals.

15. **THAT** the Director, Recreation & Culture or designate be authorized to establish pricing for concession and merchandise items in accordance with market conditions.
16. **THAT** an administration fee in accordance with Table B-1 is applicable to Swim, Skate, Arena, Fitness or Gymnasium Party Packages party packages.

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
FIRSTONTARIO ARTS CENTRE MILTON										
Art Studio										
Affiliated per hour	T	\$ 25.43	Jan 1, 2022	\$ 26.19	Jan 1, 2023	\$ 26.19	Jan 1, 2023	\$ 27.53	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 33.90	Jan 1, 2022	\$ 34.92	Jan 1, 2023	\$ 34.92	Jan 1, 2023	\$ 36.71	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per hour	T	\$ 92.72	Jan 1, 2022	\$ 95.50	Jan 1, 2023	\$ 95.50	Jan 1, 2023	\$ 100.38	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per half day (4 hours)	T	\$ 81.45	Jan 1, 2022	\$ 83.90	Jan 1, 2023	\$ 83.90	Jan 1, 2023	\$ 88.19	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per half day (4 hours)	T	\$ 108.60	Jan 1, 2022	\$ 111.86	Jan 1, 2023	\$ 111.86	Jan 1, 2023	\$ 117.58	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per half day (4 hours)	T	\$ 289.58	Jan 1, 2022	\$ 298.27	Jan 1, 2023	\$ 298.27	Jan 1, 2023	\$ 313.52	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day	T	\$ 132.35	Jan 1, 2022	\$ 136.31	Jan 1, 2023	\$ 136.31	Jan 1, 2023	\$ 143.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 176.46	Jan 1, 2022	\$ 181.75	Jan 1, 2023	\$ 181.75	Jan 1, 2023	\$ 191.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 470.57	Jan 1, 2022	\$ 484.69	Jan 1, 2023	\$ 484.69	Jan 1, 2023	\$ 509.48	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holcim Gallery-per week (3 week block booking required)	T	\$ 315.14	Jan 1, 2022	\$ 315.14	Jan 1, 2023	\$ 315.14	Jan 1, 2023	\$ 331.26	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Del Ridge Community Room										
Affiliated per hour	T	\$ 38.26	Jan 1, 2022	\$ 39.41	Jan 1, 2023	\$ 39.41	Jan 1, 2023	\$ 41.42	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 51.01	Jan 1, 2022	\$ 52.54	Jan 1, 2023	\$ 52.54	Jan 1, 2023	\$ 55.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 72.25	Jan 1, 2022	\$ 74.42	Jan 1, 2023	\$ 74.42	Jan 1, 2023	\$ 78.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 85.01	Jan 1, 2022	\$ 87.56	Jan 1, 2023	\$ 87.56	Jan 1, 2023	\$ 92.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per half day	T	\$ 130.37	Jan 1, 2022	\$ 134.27	Jan 1, 2023	\$ 134.27	Jan 1, 2023	\$ 141.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per half day	T	\$ 173.82	Jan 1, 2022	\$ 179.03	Jan 1, 2023	\$ 179.03	Jan 1, 2023	\$ 188.19	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per half day	T	\$ 225.97	Jan 1, 2022	\$ 232.75	Jan 1, 2023	\$ 232.75	Jan 1, 2023	\$ 244.65	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per Day	T	\$ 186.86	Jan 1, 2022	\$ 192.47	Jan 1, 2023	\$ 192.47	Jan 1, 2023	\$ 202.31	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 249.15	Jan 1, 2022	\$ 256.62	Jan 1, 2023	\$ 256.62	Jan 1, 2023	\$ 269.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 312.87	Jan 1, 2022	\$ 322.26	Jan 1, 2023	\$ 322.26	Jan 1, 2023	\$ 338.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MinMaxx Hall										
Peak times (Thursday to Sunday)										
Affiliated per hour (minimum 4 hour booking)	T	\$ 56.55	Jan 1, 2022	\$ 58.25	Jan 1, 2023	\$ 58.25	Jan 1, 2023	\$ 61.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour (minimum 4 hour booking)	T	\$ 79.18	Jan 1, 2022	\$ 81.56	Jan 1, 2023	\$ 81.56	Jan 1, 2023	\$ 85.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per hour (minimum 4 hour booking)	T	\$ 100.83	Jan 1, 2022	\$ 103.85	Jan 1, 2023	\$ 103.85	Jan 1, 2023	\$ 109.16	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day **	T	\$ 316.72	Jan 1, 2022	\$ 326.22	Jan 1, 2023	\$ 326.22	Jan 1, 2023	\$ 342.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 378.94	Jan 1, 2022	\$ 390.31	Jan 1, 2023	\$ 390.31	Jan 1, 2023	\$ 410.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day **	T	\$ 480.91	Jan 1, 2022	\$ 495.34	Jan 1, 2023	\$ 495.34	Jan 1, 2023	\$ 520.67	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Peak times (Monday to Wednesday)										
Affiliated per day **	T	\$ 260.17	Jan 1, 2022	\$ 267.98	Jan 1, 2023	\$ 267.98	Jan 1, 2023	\$ 281.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 311.07	Jan 1, 2022	\$ 320.40	Jan 1, 2023	\$ 320.40	Jan 1, 2023	\$ 336.79	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fee per hour over 10 hours or before 8:00am or after 12:00 midnight	T	\$ 151.24	Jan 1, 2022	\$ 155.78	Jan 1, 2023	\$ 155.78	Jan 1, 2023	\$ 163.75	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
** or 10% of Box Office receipts, whichever is greater										

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Mattamy Theatre										
Peak times (Thursday to Sunday)										
Affiliated per day **	T	\$ 904.92	Jan 1, 2022	\$ 932.07	Jan 1, 2023	\$ 932.07	Jan 1, 2023	\$ 979.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 1,074.61	Jan 1, 2022	\$ 1,106.85	Jan 1, 2023	\$ 1,106.85	Jan 1, 2023	\$ 1,163.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Peak times (Monday to Wednesday)										
Affiliated per day **	T	\$ 791.81	Jan 1, 2022	\$ 815.56	Jan 1, 2023	\$ 815.56	Jan 1, 2023	\$ 857.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day **	T	\$ 961.48	Jan 1, 2022	\$ 990.32	Jan 1, 2023	\$ 990.32	Jan 1, 2023	\$ 1,040.97	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day **	T	\$ 1,361.58	Jan 1, 2022	\$ 1,402.43	Jan 1, 2023	\$ 1,402.43	Jan 1, 2023	\$ 1,474.15	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day with Reception (includes Cogeco Escarpment Hall)	T	\$ 1,453.55	Jan 1, 2022	\$ 1,497.16	Jan 1, 2023	\$ 1,497.16	Jan 1, 2023	\$ 1,573.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fee per hour over 10 hours or before 8:00am or after 12:00 midnight	T	\$ 322.06	Jan 1, 2022	\$ 396.56	Jan 1, 2023	\$ 396.56	Jan 1, 2023	\$ 416.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dance Competition (includes MinMaxx Hall) - 10 hr day	T	\$ 2,566.73	Jan 1, 2022	\$ 2,643.73	Jan 1, 2023	\$ 2,643.73	Jan 1, 2023	\$ 2,778.94	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dance Competition (includes MinMaxx Hall) - per hour over 10 hrs	T	\$ 322.06	Jan 1, 2022	\$ 396.56	Jan 1, 2023	\$ 396.56	Jan 1, 2023	\$ 416.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
** or 10% of Box Office receipts, whichever is greater										
Mattamy Stage Only (with multi room rental only, no audience allowed)										
Affiliated per hour (minimum 4 hour booking)	T	\$ 56.55	Jan 1, 2022	\$ 58.25	Jan 1, 2023	\$ 58.25	Jan 1, 2023	\$ 61.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour (minimum 4 hour booking)	T	\$ 79.18	Jan 1, 2022	\$ 81.56	Jan 1, 2023	\$ 81.56	Jan 1, 2023	\$ 85.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated per day	T	\$ 316.72	Jan 1, 2022	\$ 326.22	Jan 1, 2023	\$ 326.22	Jan 1, 2023	\$ 342.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per day	T	\$ 378.94	Jan 1, 2022	\$ 390.31	Jan 1, 2023	\$ 390.31	Jan 1, 2023	\$ 410.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial per day	T	\$ 480.91	Jan 1, 2022	\$ 495.34	Jan 1, 2023	\$ 495.34	Jan 1, 2023	\$ 520.67	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Box Office Charges										
Ticket surcharge (per ticket)	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Ticket return/exchange (per ticket)	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Complimentary tickets - over 20 (per ticket)	T	\$ 1.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Consignment Ticket	T	\$ 2.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Consignment Ticket restocking	T	\$ 0.50	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Ticketing Set-up fee	T	\$ 100.00	Jan 1, 2022	\$ 100.00	Apr 1, 2023	\$ 100.00	Apr 1, 2023	\$ 100.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Off Site Events - Per Ticket	T	\$ 3.00	Jan 1, 2022	\$ 4.00	Apr 1, 2023	\$ 4.00	Apr 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Merchandise Table per day										
Saleable items	T	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2022	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2023	15% of gross sales or \$100 (whichever is greater)	Jan 1, 2023	15% of gross sales or \$100 (whichever is greater)	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Saleable items	T	\$ 100.00	Jan 1, 2022	\$ 100.00	Jan 1, 2023	\$ 100.00	Jan 1, 2023	\$ 100.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Other Fees										
Piano - per use (including tuning)	T	\$ 175.00	Jan 1, 2022	\$ 210.00	Jan 1, 2023	\$ 210.00	Jan 1, 2023	\$ 270.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Video Recording	T	\$ 55.00	Jan 1, 2022	\$ 55.00	Jan 1, 2023	\$ 55.00	Jan 1, 2023	\$ 55.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Projector - Affiliated per hour	T	\$ 20.00	Jan 1, 2022	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2023	\$ 20.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Projector - Standard per hour	T	\$ 27.00	Jan 1, 2022	\$ 27.00	Jan 1, 2023	\$ 27.00	Jan 1, 2023	\$ 27.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Onsite Last Minute Rental surcharge	T			20% fee of total rental cost	Sep 1, 2023	20% fee of total rental cost	Sep 1, 2023	20% fee of total rental cost	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MEETING SPACES										
Category A										
Affiliated Meeting per hour	T	\$ 45.11	Jan 1, 2022	\$ 46.46	Jan 1, 2023	\$ 46.92	Sep 1, 2023	\$ 49.32	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 60.15	Jan 1, 2022	\$ 61.95	Jan 1, 2023	\$ 62.56	Sep 1, 2023	\$ 65.76	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 83.37	Jan 1, 2022	\$ 85.87	Jan 1, 2023	\$ 86.70	Sep 1, 2023	\$ 91.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 98.09	Jan 1, 2022	\$ 101.03	Jan 1, 2023	\$ 102.01	Sep 1, 2023	\$ 107.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B										
Affiliated Meeting per hour	T	\$ 38.24	Jan 1, 2022	\$ 39.39	Jan 1, 2023	\$ 39.77	Sep 1, 2023	\$ 41.81	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 50.99	Jan 1, 2022	\$ 52.52	Jan 1, 2023	\$ 53.03	Sep 1, 2023	\$ 55.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 72.25	Jan 1, 2022	\$ 74.42	Jan 1, 2023	\$ 75.14	Sep 1, 2023	\$ 78.98	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 85.01	Jan 1, 2022	\$ 87.56	Jan 1, 2023	\$ 88.41	Sep 1, 2023	\$ 92.93	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category C										
Affiliated Meeting per hour	T	\$ 34.12	Jan 1, 2022	\$ 35.14	Jan 1, 2023	\$ 35.48	Sep 1, 2023	\$ 37.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 45.49	Jan 1, 2022	\$ 46.85	Jan 1, 2023	\$ 47.31	Sep 1, 2023	\$ 49.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 64.48	Jan 1, 2022	\$ 66.41	Jan 1, 2023	\$ 67.06	Sep 1, 2023	\$ 70.49	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 75.86	Jan 1, 2022	\$ 78.14	Jan 1, 2023	\$ 78.89	Sep 1, 2023	\$ 82.92	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category D										
Affiliated Meeting per hour	T	\$ 28.25	Jan 1, 2022	\$ 29.09	Jan 1, 2023	\$ 29.38	Sep 1, 2023	\$ 30.88	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 37.66	Jan 1, 2022	\$ 38.79	Jan 1, 2023	\$ 39.17	Sep 1, 2023	\$ 41.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 53.36	Jan 1, 2022	\$ 54.96	Jan 1, 2023	\$ 55.49	Sep 1, 2023	\$ 58.33	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 62.77	Jan 1, 2022	\$ 64.65	Jan 1, 2023	\$ 65.28	Sep 1, 2023	\$ 68.62	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category E										
Affiliated Meeting per hour	T	\$ 20.61	Jan 1, 2022	\$ 21.23	Jan 1, 2023	\$ 21.44	Sep 1, 2023	\$ 22.53	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Meeting per hour	T	\$ 27.48	Jan 1, 2022	\$ 28.30	Jan 1, 2023	\$ 28.58	Sep 1, 2023	\$ 30.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Social per hour	T	\$ 38.92	Jan 1, 2022	\$ 40.09	Jan 1, 2023	\$ 40.48	Sep 1, 2023	\$ 42.55	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Licensed Social per hour	T	\$ 45.79	Jan 1, 2022	\$ 47.16	Jan 1, 2023	\$ 47.62	Sep 1, 2023	\$ 50.06	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
RECREATIONAL SPACES										
Gymnasium - Full										
Affiliated Youth per hour	T	\$ 59.68	Sep 1, 2022	\$ 62.07	Sep 1, 2023	\$ 62.07	Sep 1, 2023	\$ 65.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 91.82	Sep 1, 2022	\$ 95.49	Sep 1, 2023	\$ 95.49	Sep 1, 2023	\$ 100.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium - Half										
Affiliated Youth per hour	T	\$ 38.58	Sep 1, 2022	\$ 40.12	Sep 1, 2023	\$ 40.12	Sep 1, 2023	\$ 42.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 59.36	Sep 1, 2022	\$ 61.73	Sep 1, 2023	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Gymnasium - MLC - Full										
Affiliated Youth per hour	T	\$ 50.75	Sep 1, 2022	\$ 52.78	Sep 1, 2023	\$ 52.78	Sep 1, 2023	\$ 55.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 78.08	Sep 1, 2022	\$ 81.20	Sep 1, 2023	\$ 81.20	Sep 1, 2023	\$ 85.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium - MLC - Half										
Affiliated Youth per hour	T	\$ 38.58	Sep 1, 2022	\$ 40.12	Sep 1, 2023	\$ 40.12	Sep 1, 2023	\$ 42.18	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 59.36	Sep 1, 2022	\$ 61.73	Sep 1, 2023	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Studio										
Affiliated Youth per hour	T	\$ 32.20	Sep 1, 2022	\$ 33.49	Sep 1, 2023	\$ 33.49	Sep 1, 2023	\$ 35.20	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 49.54	Sep 1, 2022	\$ 51.52	Sep 1, 2023	\$ 51.52	Sep 1, 2023	\$ 54.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Spin Bike Rental Fee	T	\$ 30.39	Sep 1, 2022	\$ 31.61	Sep 1, 2023	\$ 31.61	Sep 1, 2023	\$ 33.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Full										
Affiliated Youth per hour	T	\$ 727.75	Sep 1, 2022	\$ 749.58	Sep 1, 2023	\$ 749.58	Sep 1, 2023	\$ 787.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 970.33	Sep 1, 2022	\$ 999.44	Sep 1, 2023	\$ 999.44	Sep 1, 2023	\$ 1,050.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 679.22	Sep 1, 2022	\$ 699.60	Sep 1, 2023	\$ 699.60	Sep 1, 2023	\$ 735.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Half										
Affiliated Youth per hour	T	\$ 363.89	Sep 1, 2022	\$ 374.81	Sep 1, 2023	\$ 374.81	Sep 1, 2023	\$ 393.98	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 485.18	Sep 1, 2022	\$ 499.74	Sep 1, 2023	\$ 499.74	Sep 1, 2023	\$ 525.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 339.62	Sep 1, 2022	\$ 349.81	Sep 1, 2023	\$ 349.81	Sep 1, 2023	\$ 367.70	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Quarter										
HCDSB per hour ¹	T	\$ 13.46	Sep 1, 2022	\$ 14.12	Sep 1, 2023	\$ 14.12	Sep 1, 2023	\$ 14.80	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated Youth per hour	T	\$ 181.93	Sep 1, 2022	\$ 187.39	Sep 1, 2023	\$ 187.39	Sep 1, 2023	\$ 196.97	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 242.57	Sep 1, 2022	\$ 249.85	Sep 1, 2023	\$ 249.85	Sep 1, 2023	\$ 262.63	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime	T	\$ 169.80	Sep 1, 2022	\$ 174.90	Sep 1, 2023	\$ 174.90	Sep 1, 2023	\$ 183.84	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Turf Field - Full/Half/Quarter										
Indoor Turf Field Rental - August/September	T	75% Discount	Sep 1, 2022	75% Discount	Sep 1, 2023	75% Discount	Sep 1, 2023	75% Discount	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Turf Field Rental	T	50% Non-Prime Rate	Sep 1, 2022	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Indoor Turf Centre Fieldhouse										
Affiliated Youth per hour	T	\$ 38.31	Sep 1, 2022	\$ 39.46	Sep 1, 2023	\$ 39.46	Sep 1, 2023	\$ 41.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 51.08	Sep 1, 2022	\$ 52.61	Sep 1, 2023	\$ 52.61	Sep 1, 2023	\$ 55.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
POOLS										
(Additional fee will apply for aquatic staff required to meet Public Health Reg.)										
Lap Pool										
Affiliated Youth - per lane per hour	T	\$ 11.57	Sep 1, 2022	\$ 12.03	Sep 1, 2023	\$ 12.03	Sep 1, 2023	\$ 12.65	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard - per lane per hour	T	\$ 21.04	Sep 1, 2022	\$ 21.88	Sep 1, 2023	\$ 21.88	Sep 1, 2023	\$ 23.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Play - Leisure Centre / Sherwood										
Affiliated Youth per hour	T	\$ 71.25	Sep 1, 2022	\$ 74.10	Sep 1, 2023	\$ 74.10	Sep 1, 2023	\$ 77.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 129.54	Sep 1, 2022	\$ 134.72	Sep 1, 2023	\$ 134.72	Sep 1, 2023	\$ 141.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Play - Sports Centre										
Affiliated Youth per hour	T	\$ 56.00	Sep 1, 2022	\$ 58.24	Sep 1, 2023	\$ 58.24	Sep 1, 2023	\$ 61.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 101.82	Sep 1, 2022	\$ 105.89	Sep 1, 2023	\$ 105.89	Sep 1, 2023	\$ 111.31	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Rotary Outdoor										
Affiliated Youth per hour	T	\$ 69.44	Sep 1, 2022	\$ 72.22	Sep 1, 2023	\$ 72.22	Sep 1, 2023	\$ 75.92	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard per hour	T	\$ 126.26	Sep 1, 2022	\$ 131.31	Sep 1, 2023	\$ 131.31	Sep 1, 2023	\$ 138.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
ARENAS										
Rink - Ice (per hour)										
Fall/Winter										
Prime / Standard	T	\$ 285.45	Sep 1, 2022	\$ 296.87	Sep 1, 2023	\$ 296.87	Sep 1, 2023	\$ 312.05	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Prime / Affiliated Youth	T	\$ 214.09	Sep 1, 2022	\$ 222.65	Sep 1, 2023	\$ 222.65	Sep 1, 2023	\$ 234.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non-Prime / All	T	\$ 200.20	Sep 1, 2022	\$ 208.21	Sep 1, 2023	\$ 208.21	Sep 1, 2023	\$ 218.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)										
Standard	T	\$ 285.45	Jan 1, 2022	\$ 294.01	Jan 1, 2023	\$ 296.87	Sep 1, 2023	\$ 312.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Saturday & Sunday	T	\$ 214.09	Jan 1, 2022	\$ 220.51	Jan 1, 2023	\$ 222.65	Sep 1, 2023	\$ 234.04	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Ice Rental	T	50% Non-Prime Rate	Jan 1, 2022	50% Non-Prime Rate	Jan 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bulk Ice Rental - Figure Skating Only	T	33.25	Sep 1, 2022	34.58	Sep 1, 2023	\$ 34.58	Sep 1, 2023	\$ 36.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Individual Ice Hour	T	50% Non-Prime Rate	Jan 1, 2022	50% Non-Prime Rate	Jan 1, 2023	50% Non-Prime Rate	Sep 1, 2023	50% Non-Prime Rate	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Rink - Floor (per hour)										
Recreational Use										
Affiliated Youth	T	\$ 47.92	Jan 1, 2022	\$ 49.36	Jan 1, 2023	\$ 49.84	Sep 1, 2023	\$ 52.39	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 87.13	Jan 1, 2022	\$ 89.74	Jan 1, 2023	\$ 90.62	Sep 1, 2023	\$ 95.25	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Events										
Affiliated Youth	T	\$ 121.03	Jan 1, 2022	\$ 124.66	Jan 1, 2023	\$ 125.87	Sep 1, 2023	\$ 132.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 220.05	Jan 1, 2022	\$ 226.65	Jan 1, 2023	\$ 228.85	Sep 1, 2023	\$ 240.55	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MATTAMY NATIONAL CYCLING CENTRE										
Cycling Track										
Track Rental (per hour) - Prime										
Fall/Winter										
Affiliated Youth	T	\$ 205.37	Sep 1, 2022	\$ 213.58	Sep 1, 2023	\$ 213.58	Sep 1, 2023	\$ 224.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 273.82	Sep 1, 2022	\$ 284.77	Sep 1, 2023	\$ 284.77	Sep 1, 2023	\$ 299.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Summer (June, July, August)										
Affiliated Youth	T	\$ 102.69	Sep 1, 2022	\$ 106.79	Sep 1, 2023	\$ 106.79	Sep 1, 2023	\$ 112.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 136.91	Sep 1, 2022	\$ 142.39	Sep 1, 2023	\$ 142.39	Sep 1, 2023	\$ 149.67	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Rental (per hour) - Non Prime										
Fall/Winter (September to May)										
Affiliated Youth	T	\$ 154.03	Sep 1, 2022	\$ 160.19	Sep 1, 2023	\$ 160.19	Sep 1, 2023	\$ 168.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard	T	\$ 205.37	Sep 1, 2022	\$ 213.58	Sep 1, 2023	\$ 213.58	Sep 1, 2023	\$ 224.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
High Performance	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
International Track Rental (per hour)										
Fall/Winter (September to May)	T	\$ 365.11	Sep 1, 2022	\$ 379.71	Sep 1, 2023	\$ 379.71	Sep 1, 2023	\$ 399.13	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)	T	\$ 255.57	Sep 1, 2022	\$ 265.79	Sep 1, 2023	\$ 265.79	Sep 1, 2023	\$ 279.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Walking/Running Track										
Affiliated Youth rental (per hour) MNCC	T	\$ 84.62	Sep 1, 2022	\$ 88.00	Sep 1, 2023	\$ 88.00	Sep 1, 2023	\$ 92.50	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard rental (per hour) MNCC	T	\$ 112.82	Sep 1, 2022	\$ 117.33	Sep 1, 2023	\$ 117.33	Sep 1, 2023	\$ 123.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Gymnasium Court										
Prime										
Affiliated Youth (per hour)	T	\$ 50.75	Sep 1, 2022	\$ 52.78	Sep 1, 2023	\$ 52.78	Sep 1, 2023	\$ 55.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)	T	\$ 78.08	Sep 1, 2022	\$ 81.20	Sep 1, 2023	\$ 81.20	Sep 1, 2023	\$ 85.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Prime										
Affiliated Youth (per hour)	T	\$ 38.06	Sep 1, 2022	\$ 39.59	Sep 1, 2023	\$ 39.59	Sep 1, 2023	\$ 41.61	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)	T	\$ 58.56	Sep 1, 2022	\$ 60.90	Sep 1, 2023	\$ 60.90	Sep 1, 2023	\$ 64.01	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Court Tile Fee (per court)	T	\$ 242.66	Sep 1, 2022	\$ 252.37	Sep 1, 2023	\$ 252.37	Sep 1, 2023	\$ 265.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Court Tile Fee - Infield Perimeter	T	\$ 242.66	Sep 1, 2022	\$ 252.37	Sep 1, 2023	\$ 252.37	Sep 1, 2023	\$ 265.28	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield concrete landing area (per hour)	T	\$ 53.23	Sep 1, 2022	\$ 55.36	Sep 1, 2023	\$ 55.36	Sep 1, 2023	\$ 58.19	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Events										
High Performance (Zone 1 to 5)										
Per hour	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	Per Legacy Agreement	Sep 1, 2022	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2023	Per Legacy Agreement	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial Trade Show / Events									Sep 1, 2024	
Per hour	T	\$ 940.17	Sep 1, 2022	\$ 977.78	Sep 1, 2023	\$ 977.78	Sep 1, 2023	\$ 1,027.79	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	\$ 9,401.70	Sep 1, 2022	\$ 9,777.80	Sep 1, 2023	\$ 9,777.80	Sep 1, 2023	\$ 10,277.90	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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TOWN OF MILTON
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Community Event (Includes infield, cycling track, Walking/Running track, seating, dressing rooms)										
Per hour	T	\$ 689.44	Sep 1, 2022	\$ 717.02	Sep 1, 2023	\$ 717.02	Sep 1, 2023	\$ 753.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Per Day	T	\$ 6,894.43	Sep 1, 2022	\$ 7,170.21	Sep 1, 2023	\$ 7,170.21	Sep 1, 2023	\$ 7,536.91	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
National Cycling Institute Milton Races (per hour)										
Fall/Winter (September to May)	T	\$ 467.22	Sep 1, 2022	\$ 485.91	Sep 1, 2023	\$ 485.91	Sep 1, 2023	\$ 510.76	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Summer (June, July, August)	T	\$ 233.61	Sep 1, 2022	\$ 242.95	Sep 1, 2023	\$ 242.95	Sep 1, 2023	\$ 255.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Convocation	T	\$ 5,090.20	Sep 1, 2022	\$ 5,293.81	Sep 1, 2023	\$ 5,293.81	Sep 1, 2023	\$ 5,564.55	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Box Office Charges										
Ticket surcharge (per ticket)	T	\$ 3.00	Sep 1, 2022	\$ 4.00	Sep 1, 2023	\$ 4.00	Sep 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Complimentary tickets - over 20 (per ticket)	T	\$ 1.00	Sep 1, 2022	\$ 4.00	Sep 1, 2023	\$ 4.00	Sep 1, 2023	\$ 4.25	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Merchandise Table per day										
Saleable items	T	15% of sales	Sep 1, 2022	15% of sales	Sep 1, 2023	15% of sales	Sep 1, 2023	15% of sales	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Saleable items	T	\$ 100.00	Sep 1, 2022	\$ 100.00	Sep 1, 2023	\$ 100.00	Sep 1, 2023	\$ 100.00	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Equipment Hire										
Fitness Locker (monthly - available to annual pass holders)	T	\$ 20.00	Jan 1, 2022	\$ 20.80	Jan 1, 2023	\$ 20.80	Sep 1, 2023	\$ 21.86	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Track Bike Rental (per visit, excludes road bikes)										
Members	T	\$ 9.41	Sep 1, 2022	\$ 9.79	Sep 1, 2023	\$ 9.79	Sep 1, 2023	\$ 10.29	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members	T	\$ 12.52	Sep 1, 2022	\$ 13.02	Sep 1, 2023	\$ 13.02	Sep 1, 2023	\$ 13.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Annual Bike Rental Pass for Drop-In (annual members only) - Youth/Older Adult	T	\$ 258.54	Sep 1, 2022	\$ 268.88	Sep 1, 2023	\$ 268.88	Sep 1, 2023	\$ 282.63	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Annual Bike Rental Pass for Drop-In (annual members only) - Adult	T	\$ 344.72	Sep 1, 2022	\$ 358.51	Sep 1, 2023	\$ 358.51	Sep 1, 2023	\$ 376.85	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Road Bike Rental										
One Day Rental	T	\$ 62.22	Sep 1, 2022	\$ 64.71	Sep 1, 2023	\$ 64.71	Sep 1, 2023	\$ 68.02	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Three Day Rental	T	\$ 169.67	Sep 1, 2022	\$ 176.46	Sep 1, 2023	\$ 176.46	Sep 1, 2023	\$ 185.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Weekly Rental	T	\$ 254.51	Sep 1, 2022	\$ 264.69	Sep 1, 2023	\$ 264.69	Sep 1, 2023	\$ 278.23	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Youth One Day Rental	T	\$ 5.37	Sep 1, 2022	\$ 5.58	Sep 1, 2023	\$ 5.58	Sep 1, 2023	\$ 5.87	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike Storage - Base Rate										
Members - per month	T	\$ 34.15	Sep 1, 2022	\$ 35.51	Sep 1, 2023	\$ 35.51	Sep 1, 2023	\$ 37.33	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - per month	T	\$ 37.94	Sep 1, 2022	\$ 39.46	Sep 1, 2023	\$ 39.46	Sep 1, 2023	\$ 41.48	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Members - annual	T	\$ 307.40	Sep 1, 2022	\$ 319.69	Sep 1, 2023	\$ 319.69	Sep 1, 2023	\$ 336.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - annual	T	\$ 341.55	Sep 1, 2022	\$ 355.21	Sep 1, 2023	\$ 355.21	Sep 1, 2023	\$ 373.38	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bike Storage - Premium Rate										
Members - per month	T	\$ 50.26	Sep 1, 2022	\$ 52.27	Sep 1, 2023	\$ 52.27	Sep 1, 2023	\$ 54.94	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - per month	T	\$ 55.86	Sep 1, 2022	\$ 58.09	Sep 1, 2023	\$ 58.09	Sep 1, 2023	\$ 61.06	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Members - annual	T	\$ 452.45	Sep 1, 2022	\$ 470.55	Sep 1, 2023	\$ 470.55	Sep 1, 2023	\$ 494.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members - annual	T	\$ 502.72	Sep 1, 2022	\$ 522.83	Sep 1, 2023	\$ 522.83	Sep 1, 2023	\$ 549.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Locker - annual	T	\$ 452.45	Sep 1, 2022	\$ 470.55	Sep 1, 2023	\$ 470.55	Sep 1, 2023	\$ 494.62	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

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Helmet (per visit)										
Members	T	\$ 4.70	Sep 1, 2022	\$ 4.89	Sep 1, 2023	\$ 4.89	Sep 1, 2023	\$ 5.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Non Members	T	\$ 6.27	Sep 1, 2022	\$ 6.52	Sep 1, 2023	\$ 6.52	Sep 1, 2023	\$ 6.85	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
AV Operator (per hour)	T	\$ 42.47	Sep 1, 2022	\$ 44.17	Sep 1, 2023	\$ 44.17	Sep 1, 2023	\$ 46.43	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Scoreboard/Timing (includes Starter's gun)	T	\$ 94.01	Sep 1, 2022	\$ 97.77	Sep 1, 2023	\$ 97.77	Sep 1, 2023	\$ 102.77	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Scoreboard	T	\$ 62.67	Sep 1, 2022	\$ 65.18	Sep 1, 2023	\$ 65.18	Sep 1, 2023	\$ 68.51	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Photo Finish	T	\$ 50.15	Sep 1, 2022	\$ 52.16	Sep 1, 2023	\$ 52.16	Sep 1, 2023	\$ 54.83	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Starting Gate with Countdown Timer (each)	T	\$ 31.34	Sep 1, 2022	\$ 32.59	Sep 1, 2023	\$ 32.59	Sep 1, 2023	\$ 34.26	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Start Gates/Trackers (each)	T	\$ 43.87	Sep 1, 2022	\$ 45.62	Sep 1, 2023	\$ 45.62	Sep 1, 2023	\$ 47.95	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Lap Counter	T	\$ 25.07	Sep 1, 2022	\$ 26.07	Sep 1, 2023	\$ 26.07	Sep 1, 2023	\$ 27.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bell	T	\$ 12.52	Sep 1, 2022	\$ 13.02	Sep 1, 2023	\$ 13.02	Sep 1, 2023	\$ 13.69	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Derny (per hour - rider must be a certified Derny rider)	T	\$ 37.60	Sep 1, 2022	\$ 39.10	Sep 1, 2023	\$ 39.10	Sep 1, 2023	\$ 41.10	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Projector - per use	T	\$ 10.30	Sep 1, 2022	\$ 10.30	Sep 1, 2023	\$ 10.30	Sep 1, 2023	\$ 10.30	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield Chair Set Up (500 chairs)	T	\$ 413.99	Sep 1, 2022	\$ 430.55	Sep 1, 2023	\$ 430.55	Sep 1, 2023	\$ 452.57	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Infield Chair Set Up (per chair)	T	\$ 1.13	Sep 1, 2022	\$ 1.18	Sep 1, 2023	\$ 1.18	Sep 1, 2023	\$ 1.24	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Barricade Rental (per barricade)	T	\$ 3.40	Sep 1, 2022	\$ 3.54	Sep 1, 2023	\$ 3.54	Sep 1, 2023	\$ 3.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Balustrade Board Installation/Removal (per board)	T	\$ 3.22	Sep 1, 2022	\$ 3.35	Sep 1, 2023	\$ 3.35	Sep 1, 2023	\$ 3.52	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Spectator Lot Electrical Access (per day)	T	\$ 161.03	Sep 1, 2022	\$ 167.47	Sep 1, 2023	\$ 167.47	Sep 1, 2023	\$ 176.03	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Stage Rental (per 4 X 8 panel)	T	\$ 84.84	Sep 1, 2022	\$ 88.23	Sep 1, 2023	\$ 88.23	Sep 1, 2023	\$ 92.74	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Removal of Basketball Nets (per court)	T	\$ 118.29	Sep 1, 2022	\$ 123.02	Sep 1, 2023	\$ 123.02	Sep 1, 2023	\$ 129.31	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
PARKING LOTS										
Affiliated (per hour)										
John Tonelli Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Memorial Arena	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Memorial Arena	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Milton Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Milton Sports Centre	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Community Lot	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Spectator Lot	T	\$ 45.24	Jan 1, 2022	\$ 46.60	Jan 1, 2023	\$ 47.05	Sep 1, 2023	\$ 49.46	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard (per hour)										
John Tonelli Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Memorial Arena	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Memorial Arena	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
North Milton Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
South Milton Sports Centre	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Community Lot	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Mattamy National Cycling Centre - Spectator Lot	T	\$ 69.02	Jan 1, 2022	\$ 71.09	Jan 1, 2023	\$ 71.78	Sep 1, 2023	\$ 75.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
PARKS										
Parks - Sports Lights (per hour)										
Sports Field	T	\$ 19.58	Jan 1, 2022	\$ 20.55	Jan 1, 2023	\$ 20.55	Jan 1, 2023	\$ 21.54	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond	T	\$ 18.34	Jan 1, 2022	\$ 19.25	Jan 1, 2023	\$ 19.25	Jan 1, 2023	\$ 20.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond	T	\$ 29.19	Jan 1, 2022	\$ 30.63	Jan 1, 2023	\$ 30.63	Jan 1, 2023	\$ 32.10	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court	T	\$ 16.61	Jan 1, 2022	\$ 17.43	Jan 1, 2023	\$ 17.43	Jan 1, 2023	\$ 18.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tennis Court	T	\$ 16.61	Jan 1, 2022	\$ 17.43	Jan 1, 2023	\$ 17.43	Jan 1, 2023	\$ 18.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Sports Facilities										
Affiliated Youth Hourly Rental Rates										
Hardball Diamond - Premiere	T	\$ 11.02	Jan 1, 2022	\$ 11.35	Jan 1, 2023	\$ 11.46	Sep 1, 2023	\$ 12.05	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond - A	T	\$ 8.86	Jan 1, 2022	\$ 9.13	Jan 1, 2023	\$ 9.21	Sep 1, 2023	\$ 9.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - A	T	\$ 7.98	Jan 1, 2022	\$ 8.22	Jan 1, 2023	\$ 8.30	Sep 1, 2023	\$ 8.72	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - B	T	\$ 5.76	Jan 1, 2022	\$ 5.93	Jan 1, 2023	\$ 5.99	Sep 1, 2023	\$ 6.30	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
All Rural Diamonds (each)	T	\$ 2.76	Jan 1, 2022	\$ 2.84	Jan 1, 2023	\$ 2.87	Sep 1, 2023	\$ 3.02	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - Premiere	T	\$ 12.82	Jan 1, 2022	\$ 13.20	Jan 1, 2023	\$ 13.33	Sep 1, 2023	\$ 14.01	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - A	T	\$ 8.81	Jan 1, 2022	\$ 9.07	Jan 1, 2023	\$ 9.16	Sep 1, 2023	\$ 9.63	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - B	T	\$ 6.59	Jan 1, 2022	\$ 6.79	Jan 1, 2023	\$ 6.85	Sep 1, 2023	\$ 7.20	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cricket Pitch	T	\$ 12.01	Jan 1, 2022	\$ 12.37	Jan 1, 2023	\$ 12.49	Sep 1, 2023	\$ 13.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court (per hour)	T	\$ 11.97	Jan 1, 2022	\$ 12.33	Jan 1, 2023	\$ 12.45	Sep 1, 2023	\$ 13.09	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Standard Hourly Rental Rates										
Hardball Diamond - Premiere	T	\$ 22.03	Jan 1, 2022	\$ 22.69	Jan 1, 2023	\$ 22.91	Sep 1, 2023	\$ 24.08	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hardball Diamond - A	T	\$ 17.75	Jan 1, 2022	\$ 18.28	Jan 1, 2023	\$ 18.46	Sep 1, 2023	\$ 19.40	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - A	T	\$ 15.95	Jan 1, 2022	\$ 16.43	Jan 1, 2023	\$ 16.59	Sep 1, 2023	\$ 17.44	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Softball Diamond - B	T	\$ 11.53	Jan 1, 2022	\$ 11.88	Jan 1, 2023	\$ 11.99	Sep 1, 2023	\$ 12.60	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - Premiere	T	\$ 25.64	Jan 1, 2022	\$ 26.41	Jan 1, 2023	\$ 26.67	Sep 1, 2023	\$ 28.03	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - A	T	\$ 17.60	Jan 1, 2022	\$ 18.13	Jan 1, 2023	\$ 18.30	Sep 1, 2023	\$ 19.24	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sport Field - B	T	\$ 13.20	Jan 1, 2022	\$ 13.60	Jan 1, 2023	\$ 13.73	Sep 1, 2023	\$ 14.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cricket Pitch	T	\$ 21.90	Jan 1, 2022	\$ 22.56	Jan 1, 2023	\$ 22.78	Sep 1, 2023	\$ 23.95	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tennis Court (per hour)	T	\$ 21.16	Jan 1, 2022	\$ 21.79	Jan 1, 2023	\$ 22.01	Sep 1, 2023	\$ 23.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Volleyball Court (per hour)	T	\$ 15.96	Jan 1, 2022	\$ 16.44	Jan 1, 2023	\$ 16.60	Sep 1, 2023	\$ 17.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Community Park										
Community Park Picnic Areas										
Category A (hourly)	T	\$ 54.75	Jan 1, 2022	\$ 56.39	Jan 1, 2023	\$ 56.94	Sep 1, 2023	\$ 62.63	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category A (day)	T	\$ 247.00	Jan 1, 2022	\$ 254.41	Jan 1, 2023	\$ 256.88	Sep 1, 2023	\$ 282.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B (hourly)	T	\$ 44.00	Jan 1, 2022	\$ 45.32	Jan 1, 2023	\$ 45.76	Sep 1, 2023	\$ 50.34	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Category B (day)	T	\$ 203.00	Jan 1, 2022	\$ 209.09	Jan 1, 2023	\$ 211.12	Sep 1, 2023	\$ 232.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Category C (hourly)	T	\$ 25.00	Jan 1, 2022	\$ 25.75	Jan 1, 2023	\$ 26.00	Sep 1, 2023	\$ 28.60	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Event Area	T	\$ 1,581.25	Jan 1, 2022	\$ 1,628.69	Jan 1, 2023	\$ 1,644.50	Sep 1, 2023	\$ 1,808.95	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hydro Fee (per Pedestal) (hourly)	T	\$ 5.35	Jan 1, 2022	\$ 5.51	Jan 1, 2023	\$ 5.56	Sep 1, 2023	\$ 5.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Hydro Fee (per Pedestal) (day)	T	\$ 38.35	Jan 1, 2022	\$ 39.50	Jan 1, 2023	\$ 39.88	Sep 1, 2023	\$ 41.92	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Picnic Table Rental (per temporary picnic table)	T	\$ 28.50	Jan 1, 2022	\$ 29.36	Jan 1, 2023	\$ 29.64	Sep 1, 2023	\$ 31.16	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks - Other Facilities (per hour)										
BMX Site - Lions Sports Park	T	\$ 88.34	Jan 1, 2022	\$ 90.99	Jan 1, 2023	\$ 91.87	Sep 1, 2023	\$ 96.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gazebo - Mill Pond	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gazebo - Victoria Park	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leash Free Dog Park	T	\$ 25.11	Jan 1, 2022	\$ 25.86	Jan 1, 2023	\$ 26.11	Sep 1, 2023	\$ 27.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MNCC Escarpment Plaza	T	\$ 45.25	Jan 1, 2022	\$ 46.61	Jan 1, 2023	\$ 47.06	Sep 1, 2023	\$ 49.47	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
MNCC Spectator Plaza	T	\$ 33.93	Jan 1, 2022	\$ 34.95	Jan 1, 2023	\$ 35.29	Sep 1, 2023	\$ 37.09	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Social Event < 25 person	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Social Event >=25 person (Note: additional fees apply for applicable park amenities)	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Skate Site - Lions Sports Park	T	\$ 88.34	Jan 1, 2022	\$ 90.99	Jan 1, 2023	\$ 91.87	Sep 1, 2023	\$ 96.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Town Hall – Courtyard (per hour)	T	\$ 25.74	Jan 1, 2022	\$ 26.51	Jan 1, 2023	\$ 26.77	Sep 1, 2023	\$ 28.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
DEPOSITS										
Park Concession Key	E	\$ 350.00	Jan 1, 2022	\$ 350.00	Jan 1, 2023	\$ 350.00	Jan 1, 2023	\$ 350.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Dressing Room Key	E	\$ 250.00	Jan 1, 2022	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Washroom Key	E	\$ 250.00	Jan 1, 2022	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Smart Serve Kit	E	\$ 190.58	Jan 1, 2022	\$ 196.30	Jan 1, 2023	\$ 198.20	Sep 1, 2023	\$ 208.34	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
LABOUR CHARGES										
Duty Supervisor, Cultural Services (per hour) ⁵	T	\$ 28.00	Jan 1, 2022	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2023	\$ 31.53	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cultural Services Representative (per hour) ⁵	T	\$ 26.00	Jan 1, 2022	\$ 26.78	Jan 1, 2023	\$ 27.04	Sep 1, 2023	\$ 28.42	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cleaners (per hour) ⁵	T	\$ 22.00	Jan 1, 2022	\$ 22.66	Jan 1, 2023	\$ 22.88	Sep 1, 2023	\$ 24.05	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Head Technician (per hour - minimum 4 hours per call)	T					\$ 46.69	Sep 1, 2023	\$ 49.08	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Head Technician Overtime (per hour)	T					\$ 70.04	Sep 1, 2023	\$ 73.62	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Technician (per hour - minimum 4 hours per call)	T	\$ 38.00	Jan 1, 2022	\$ 40.00	Jul 1, 2023	\$ 40.00	Jul 1, 2023	\$ 42.05	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Technician Overtime (per hour)	T	\$ 57.00	Jan 1, 2022	\$ 60.00	Jul 1, 2023	\$ 60.00	Jul 1, 2023	\$ 63.08	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Event Coordinator (per hour) ⁵	T	\$ 103.00	Jan 1, 2022	\$ 103.00	Jan 1, 2023	\$ 103.00	Jan 1, 2023	\$ 108.27	Jul 1, 2024	Cash, Cheque, Debit, & Credit Card
Cycling Coach (per hour)	T	\$ 40.45	Sep 1, 2022	\$ 42.07	Sep 1, 2023	\$ 42.07	Sep 1, 2023	\$ 44.22	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Bicycle Mechanic / Track Cycling Facilitator (per hour)	T	\$ 28.89	Sep 1, 2022	\$ 30.05	Sep 1, 2023	\$ 30.05	Sep 1, 2023	\$ 31.59	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Parks Operations Staff Service Fee (per hour) - minimum booking of 3 hours; to be charged per hour, per staff person, based on operations staff required	T	\$ 68.33	Jan 1, 2022	\$ 70.38	Jan 1, 2023	\$ 71.06	Sep 1, 2023	\$ 74.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Premium Rate - Parks Operations (per hour) - minimum booking of 3 hours; to be charged per hour, per staff person, based on number of operations staff required	T	\$ 117.15	Jan 1, 2022	\$ 120.66	Jan 1, 2023	\$ 121.84	Sep 1, 2023	\$ 128.07	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Additional Facility Staff Service Fee (per hour; per staff person): High Profile Event	T	\$ 79.10	Jan 1, 2022	\$ 81.47	Jan 1, 2023	\$ 82.26	Sep 1, 2023	\$ 86.47	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Facility Staff Service Fee (per hour; per staff person): Low Profile	T	\$ 51.51	Jan 1, 2022	\$ 53.06	Jan 1, 2023	\$ 53.57	Sep 1, 2023	\$ 56.31	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Instructor 1 (per hour) (General Fitness)	T	\$ 35.00	Jan 1, 2022	\$ 35.00	Jan 1, 2023	\$ 35.00	Sep 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fitness Instructor 2 (per hour) (Specialty Fitness)	T	\$ 45.00	Jan 1, 2022	\$ 45.00	Jan 1, 2023	\$ 45.00	Sep 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Rate Premium - Facilities (minimum booking of 3 hours) - to be charged per hour, per staff person based on facility staff required: High Profile Event	T	\$ 135.59	Jan 1, 2022	\$ 139.66	Jan 1, 2023	\$ 141.01	Sep 1, 2023	\$ 148.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Holiday Rate Premium - Facilities (minimum booking of 3 hours) - to be charged per hour, per staff person, based on facility staff required: Low Profile Event	T	\$ 88.31	Jan 1, 2022	\$ 90.96	Jan 1, 2023	\$ 91.84	Sep 1, 2023	\$ 96.54	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
PARTY PACKAGES										
FirstOntario Arts Centre Milton										
Party/Event package: 2 hour event - to max of 15	T	\$ 219.27	Sep 1, 2022	\$ 225.85	Sep 1, 2023	\$ 225.85	Sep 1, 2023	\$ 237.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 2 hour event - per additional person beyond 15	T	\$ 12.33	Sep 1, 2022	\$ 12.70	Sep 1, 2023	\$ 12.70	Sep 1, 2023	\$ 13.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 3 hour event - to max of 15	T	\$ 287.79	Sep 1, 2022	\$ 296.42	Sep 1, 2023	\$ 296.42	Sep 1, 2023	\$ 311.58	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Party/Event package: 3 hour event - per additional person beyond 15	T	\$ 12.33	Sep 1, 2022	\$ 12.70	Sep 1, 2023	\$ 12.70	Sep 1, 2023	\$ 13.35	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
Swim, Skate, Arena, Fitness or Gymnasium Party Packages⁴ (if aquatic staff are required to meet Public Health Reg. additional fees will apply) (if fitness staff are required to lead a 45 minute fun-fitness class, additional fees will apply)										
Administration fee - (includes 30 invitations and swim/skate passes)	T	\$ 22.62	Sep 1, 2022	\$ 23.30	Sep 1, 2023	\$ 23.52	Sep 1, 2023	\$ 24.72	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MISCELLANEOUS										
Insurance Fees	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Socan/ReSound with Dancing	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Socan/Resound without Dancing	T	100% of Actual Cost	Jan 1, 2022	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Sep 1, 2023	100% of Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dressing Room Rental Fee: Affiliated Youth per hour	T	\$ 4.28	Jan 1, 2022	\$ 4.41	Jan 1, 2023	\$ 4.45	Sep 1, 2023	\$ 4.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dressing Room Rental Fee: Standard per hour	T	\$ 7.78	Jan 1, 2022	\$ 8.01	Jan 1, 2023	\$ 8.09	Sep 1, 2023	\$ 8.50	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Equipment Cart Rental Fee (per month)	T	\$ 31.93	Jan 1, 2022	\$ 32.89	Jan 1, 2023	\$ 33.21	Sep 1, 2023	\$ 34.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gym Equipment Rental Fee	T	\$ 20.47	Jan 1, 2022	\$ 21.08	Jan 1, 2023	\$ 21.29	Sep 1, 2023	\$ 22.38	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Park Lights - After Hours Service Fee	T	\$ 290.64	Jan 1, 2022	\$ 299.36	Jan 1, 2023	\$ 302.27	Sep 1, 2023	\$ 317.73	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Lobby Booth: Affiliated per hour	T	\$ 10.85	Jan 1, 2022	\$ 11.18	Jan 1, 2023	\$ 11.29	Sep 1, 2023	\$ 11.87	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Lobby Booth: Standard per hour	T	\$ 14.47	Jan 1, 2022	\$ 14.90	Jan 1, 2023	\$ 15.05	Sep 1, 2023	\$ 15.82	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Art Exhibition Administrative Charge	E	\$ 30.00	Jan 1, 2022	\$ 30.00	Jan 1, 2023	\$ 30.00	Sep 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

TABLE 'B-1' OF SCHEDULE 'B' TO BY-LAW NO. 058-2023
FACILITIES AND PARKS

TOWN OF MILTON
RATES AND FEES
FACILITIES AND PARKS

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Commercial Rental Fee per hour (excluding FirstOntario Arts Centre Milton)	T	10% Premium	Jan 1, 2022	10% Premium	Jan 1, 2023	10% Premium	Sep 1, 2023	10% Premium	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Commercial Rental Fee per hour (FirstOntario Arts Centre Milton)	T	Specific to space	Jan 1, 2022	Specific to space	Jan 1, 2023	Specific to space	Sep 1, 2023	Specific to space	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Non-Resident Rental Fee per hour	T	10% Premium	Jan 1, 2022	10% Premium	Jan 1, 2023	10% Premium	Sep 1, 2023	10% Premium	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Town Hall - Lobby and Milton Room Weekend rate (in addition to rental charge) ²	T	\$ 24.00	Jan 1, 2022	\$ 24.72	Jan 1, 2023	\$ 24.96	Sep 1, 2023	\$ 26.24	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:
1. HCDSB Indoor Turf rate subject to terms and conditions detailed in the Supported Dome Operating Agreement.
2. Additional fees will apply for weekend bookings at Town Hall for security and maintenance purposes.
3. Effective Date does not apply to groups with existing multi-year rental contracts. Rates and Fees will be charged as of the effective date.
4. Individual Swim, Skate, Arena, Fitness or Gymnasium Party Packages will be created based on applicable fees, including administration charge, within the User Fees schedule and be posted on www.milton.ca.
5. Additional overtime charges will apply at 1.5 times the normal rate per hour if overtime is required or if staff are required before 8:00am or after 12:00 midnight.

SCHEDULE 'C' TO BY-LAW NO. 058-2023
Advertising and Sponsorship

In addition to the other clauses of this By-law, the following paragraph also applies to Advertising and Sponsorship fees as defined in this By-law:

1. **THAT** the Director, Recreation & Culture or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to discount advertising and sponsorship fees as per the Sponsorship Fee Framework outlined in the Town of Milton Corporate Sponsorship Policy.

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Early bird discount of 15% for publication advertising spot, if reserved within 14 days of promotion notification distribution.	T	15% Discount from listed fee	Jan 1, 2023	15% Discount from listed fee	Jan 1, 2024	
Community Services Guide Advertising						
Standard						
1/6 Page	T	\$ 228.62	Jan 1, 2023	\$ 228.62	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/4 Page	T	\$ 381.03	Jan 1, 2023	\$ 381.03	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Half Page	T	\$ 609.66	Jan 1, 2023	\$ 609.66	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 1,163.90	Jan 1, 2023	\$ 1,163.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
1/6 Page	T	\$ 123.32	Jan 1, 2023	\$ 123.32	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/4 Page	T	\$ 200.91	Jan 1, 2023	\$ 200.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Half Page	T	\$ 327.00	Jan 1, 2023	\$ 327.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 644.29	Jan 1, 2023	\$ 644.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cover Inside	T	\$ 1,770.13	Jan 1, 2023	\$ 1,770.13	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Cover inside Ad Premium (2 consecutive guides purchased together)	T	20% premium over listed fee	Jan 1, 2023	20% premium over listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back	T	\$ 1,909.14	Jan 1, 2023	\$ 1,909.14	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Ad Premium (2 consecutive guides purchased together)	T	20% premium over listed fee	Jan 1, 2023	20% premium over listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Outside Back	T	\$ 2,035.01	Jan 1, 2023	\$ 2,035.01	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
2 Consecutive ads (purchased at same time)	T	10% Discount from listed fee	Jan 1, 2023	10% Discount from listed fee	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Seniors' Activity Centre Activity Guide Advertising						
Inside Front Cover Colour - 1 Issue						
1/4 Page	T	\$ 143.00	Jan 1, 2023	\$ 143.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 257.00	Jan 1, 2023	\$ 257.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 333.00	Jan 1, 2023	\$ 333.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Front Cover Colour - 3 Issues						
1/4 Page	T	\$ 349.00	Jan 1, 2023	\$ 349.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 630.00	Jan 1, 2023	\$ 630.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 817.00	Jan 1, 2023	\$ 817.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Page - 1 Issue						
1/4 Page	T	\$ 101.00	Jan 1, 2023	\$ 101.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 202.00	Jan 1, 2023	\$ 202.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 270.00	Jan 1, 2023	\$ 270.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Page - 3 Issues						
1/4 Page	T	\$ 243.00	Jan 1, 2023	\$ 243.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 486.00	Jan 1, 2023	\$ 486.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 647.00	Jan 1, 2023	\$ 647.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Back Cover Colour- 1 Issue						
1/4 Page	T	\$ 167.00	Jan 1, 2023	\$ 167.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 281.00	Jan 1, 2023	\$ 281.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 356.00	Jan 1, 2023	\$ 356.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Back Cover Colour - 3 Issues						
1/4 Page	T	\$ 418.00	Jan 1, 2023	\$ 418.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 702.00	Jan 1, 2023	\$ 702.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 889.00	Jan 1, 2023	\$ 889.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Cover Colour - 1 Issue						
1/4 Page	T	\$ 116.00	Jan 1, 2023	\$ 116.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 233.00	Jan 1, 2023	\$ 233.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 310.00	Jan 1, 2023	\$ 310.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inside Back Cover Colour - 3 Issues						
1/4 Page	T	\$ 279.00	Jan 1, 2023	\$ 279.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
1/2 Page	T	\$ 559.00	Jan 1, 2023	\$ 559.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Full Page	T	\$ 744.00	Jan 1, 2023	\$ 744.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Milton Seniors' Activity Centre - Advertising						
Digital Graphic Interior Screen Rotation / 1 month duration	T	\$ 135.96	Jan 1, 2023	\$ 143.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
FirstOntario Arts Centre Milton - Season Program Advertising (per season)						
1/8 Page	T	\$ 264.00	Jan 1, 2023	\$ 264.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card OR Cost of Advertising will be deducted from Ticket proceeds at the time of settlement
1/4 Page	T	\$ 480.00	Jan 1, 2023	\$ 480.00	Jan 1, 2024	
1/3 Page	T	\$ 514.00	Jan 1, 2023	\$ 514.00	Jan 1, 2024	
1/2 Page	T	\$ 685.00	Jan 1, 2023	\$ 685.00	Jan 1, 2024	
Full Page	T	\$ 1,165.00	Jan 1, 2023	\$ 1,165.00	Jan 1, 2024	
Inside Front Cover - 1/2 Page	T	\$ 1,233.00	Jan 1, 2023	\$ 1,233.00	Jan 1, 2024	
Inside Front Cover - Full Page	T	\$ 1,644.00	Jan 1, 2023	\$ 1,644.00	Jan 1, 2024	
Inside Back Cover - 1/2 Page	T	\$ 1,233.00	Jan 1, 2023	\$ 1,233.00	Jan 1, 2024	
Inside Back Cover - Full Page	T	\$ 1,644.00	Jan 1, 2023	\$ 1,644.00	Jan 1, 2024	
Back Cover	T	\$ 2,055.00	Jan 1, 2023	\$ 2,055.00	Jan 1, 2024	
FirstOntario Arts Centre Milton - Advertising						
FirstOntario Arts Centre Milton - Ticket Advertising (1 year)	T	\$ 1,798.00	Jan 1, 2023	\$ 1,798.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card OR Cost of Advertising will be deducted from Ticket proceeds at the time of settlement
FirstOntario Arts Centre Milton - Ticket Wallet Advertising (1 year)	T	\$ 2,312.00	Jan 1, 2023	\$ 2,312.00	Jan 1, 2024	
Event Listing Companion Poster Design	T	\$ 26.00	Jan 1, 2023	\$ 26.00	Jan 1, 2024	
FirstOntario Arts Centre Milton Eblast (Fee per email address) - Available for FOACM Rental Groups Only.	T	\$ 0.10	Jan 1, 2023	\$ 0.10	Jan 1, 2024	
FirstOntario Arts Centre Milton Single Ad spot on Eblast (Fee per Eblast distribution)	T	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	
Rink Board Advertising ¹						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 1,455.00	Jan 1, 2023	\$ 1,530.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 1,330.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 1,660.00	Jan 1, 2023	\$ 1,745.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 1,215.00	Jan 1, 2023	\$ 1,275.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 1,330.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 1,215.00	Jan 1, 2023	\$ 1,275.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 1,105.00	Jan 1, 2023	\$ 1,160.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Ice Logo Advertising						
Centre Ice (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 850.00	Jan 1, 2023	\$ 895.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 970.00	Jan 1, 2023	\$ 1,020.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 710.00	Jan 1, 2023	\$ 745.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 775.00	Jan 1, 2023	\$ 815.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 745.00	Jan 1, 2023	\$ 785.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Blue Lines (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 730.00	Jan 1, 2023	\$ 765.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 830.00	Jan 1, 2023	\$ 870.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 610.00	Jan 1, 2023	\$ 640.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Neutral Zone (Maximum rate)						
One Year Agreement						
Sports Centre - Rink A/B	T	\$ 610.00	Jan 1, 2023	\$ 640.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink C	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink D	T	\$ 690.00	Jan 1, 2023	\$ 725.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 505.00	Jan 1, 2023	\$ 530.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1	T	\$ 550.00	Jan 1, 2023	\$ 580.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 2	T	\$ 525.00	Jan 1, 2023	\$ 550.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ice Machine Wrap						
One Year Agreement						
Sports Centre - Rink A/D	T	\$ 5,305.00	Jan 1, 2023	\$ 5,575.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink B/C	T	\$ 3,980.00	Jan 1, 2023	\$ 4,185.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 2,430.00	Jan 1, 2023	\$ 2,555.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 2,645.00	Jan 1, 2023	\$ 2,780.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sherwood Community Centre - Rink 1/2	T	\$ 3,980.00	Jan 1, 2023	\$ 4,185.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Display Case Advertising (per 30 Day time period)						
Memorial Arena	T	\$ 39.00	Jan 1, 2023	\$ 41.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Indoor Sign Advertising						
Sports Centre Pool - Electronic Sign - Standard per week	T	\$ 42.00	Jan 1, 2023	\$ 44.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre Pool - Electronic Sign per week	T	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Lobby and Common Area Signage (24" x 36")						
One Year Agreement						
Sports Centre - wall across from Customer Service	T	\$ 5,160.00	Jan 1, 2023	\$ 5,420.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - centre lobby area	T	\$ 2,580.00	Jan 1, 2023	\$ 2,710.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 1,790.00	Jan 1, 2023	\$ 1,880.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 895.00	Jan 1, 2023	\$ 940.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 895.00	Jan 1, 2023	\$ 940.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Rink Banners						
One Year Agreement (Sports Centre, Memorial Arena, John Tonelli)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pool Banners						
One Year Agreement (Sports Centre, Leisure Centre)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Gym Banners						
One Year Agreement (Sports Centre, Leisure Centre)	T	\$ 1,430.00	Jan 1, 2023	\$ 1,505.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Community User Group Banners (Mattamy National Cycling Centre)	T	\$ 435.00	Jan 1, 2023	\$ 455.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Change Room Advertising						
One Year Agreement	T	\$ 595.00	Jan 1, 2023	\$ 625.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Olympia Ad Panel						
Sports Centre - Rink A/D	T	\$ 880.00	Jan 1, 2023	\$ 925.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre - Rink B/C	T	\$ 665.00	Jan 1, 2023	\$ 700.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorial Arena	T	\$ 405.00	Jan 1, 2023	\$ 425.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
John Tonelli Sports Centre	T	\$ 445.00	Jan 1, 2023	\$ 470.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Outdoor Sign Advertising						
Static Sign per week						
Standard						
Memorial Arena/John Tonelli Sports Centre	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Chris Hadfield Park	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 64.00	Jan 1, 2023	\$ 67.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
Memorial Arena/John Tonelli Sports Centre	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Chris Hadfield Park	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Leisure Centre	T	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**TABLE 'C-1' OF SCHEDULE "C" TO BY-LAW NO. 058-2023
ADVERTISING AND SPONSORSHIP**

**TOWN OF MILTON
RATES AND FEES
ADVERTISING AND SPONSORSHIP**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Electronic Sign per week						
Standard						
Nassagaweya Tennis Centre & Community Hall	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Main/Ontario	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
FirstOntario Arts Centre Milton	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre	T	\$ 43.00	Jan 1, 2023	\$ 45.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Affiliated						
Nassagaweya Tennis Centre & Community Hall	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Main/Ontario	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
FirstOntario Arts Centre Milton	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Sports Centre	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Memorials						
Bench (maximum rate)	E	\$ 3,665.00	Jan 1, 2023	\$ 3,850.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tree (maximum rate)	E	\$ 980.00	Jan 1, 2023	\$ 1,030.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:

1. Rink Board advertising is available to a maximum of two boards per ice pad (unless included in a larger package).
2. Effective Date does not apply to groups with existing multi-year rental contracts. Rates and Fees will be charged as of the contract signing date.

**SCHEDULE 'D' TO BY-LAW NO. 058-2023
RECIPROCAL AGREEMENT**

**TOWN OF MILTON
RATES AND FEES
RECIPROCAL AGREEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
RA-Arena-Floor - Sport Use	T	\$ 151.01	Sep 1, 2023	\$ 158.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Arenas - Ice	T	\$ 208.21	Sep 1, 2023	\$ 218.86	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Beach Volleyball Court	T	\$ 22.01	Sep 1, 2023	\$ 23.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Community Centre Lobby Booth	T	\$ 15.05	Sep 1, 2023	\$ 15.82	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Gym-Full	T	\$ 95.49	Sep 1, 2023	\$ 100.37	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Gym-Half	T	\$ 61.73	Sep 1, 2023	\$ 64.89	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Studio	T	\$ 51.52	Sep 1, 2023	\$ 54.15	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Diamonds	T	\$ 18.46	Sep 1, 2023	\$ 19.40	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Fields	T	\$ 29.92	Sep 1, 2023	\$ 31.45	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Tennis Court	T	\$ 22.01	Sep 1, 2023	\$ 23.14	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
MEETING SPACES						
RA-Category A	T	\$ 62.56	Sep 1, 2023	\$ 65.76	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category B	T	\$ 53.03	Sep 1, 2023	\$ 55.74	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category C	T	\$ 47.31	Sep 1, 2023	\$ 49.73	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category D	T	\$ 39.17	Sep 1, 2023	\$ 41.17	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card
RA-Category E	T	\$ 28.58	Sep 1, 2023	\$ 30.04	Sep 1, 2024	Cash, Cheque, Debit, & Credit Card

SCHEDULE 'E' TO BY-LAW NO. 058-2023
Licencing Services/Enforcement

In addition to the other clauses of this By-law, the following paragraph also apply to Licencing/Enforcement as defined in this By-law:

1. **THAT** a monthly fee be available, calculated at 1/12 (one Twelfth) of the yearly rate, for all new licences required by the Business Licencing By-law so applied to every whole or part month for which the licence is issued.

**TABLE 'E-1' OF SCHEDULE 'E' TO BY-LAW NO. 058-2023
LICENCING SERVICES/ENFORCEMENT**

**TOWN OF MILTON
RATES AND FEES
LICENCES / ENFORCEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Adult Entertain Entertainer License/ Renewal	E	\$ 525.00	Jan 1, 2023	\$ 551.85	Jan 1, 2024	Cash, Cheque, & Debit
Adult Entertain Operator License/ Renewal	E	\$ 4,488.00	Jan 1, 2023	\$ 4,717.53	Jan 1, 2024	Cash, Cheque, & Debit
Adult Entertain Owner License/ Renewal	E	\$ 4,488.00	Jan 1, 2023	\$ 4,717.53	Jan 1, 2024	Cash, Cheque, & Debit
Adult Video Class A License/ Renewal	E	\$ 972.00	Jan 1, 2023	\$ 1,021.71	Jan 1, 2024	Cash, Cheque, & Debit
Adult Video Class B License/ Renewal	E	\$ 783.00	Jan 1, 2023	\$ 823.04	Jan 1, 2024	Cash, Cheque, & Debit
Animal Services - Animal Licensing	E	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Senior's Discount for Animal Licensing (15% Discount)	E	\$ 40.80	Jan 1, 2023	\$ 42.50	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Replacement Tag	E	\$ 16.00	Jan 1, 2023	\$ 16.82	Jan 1, 2024	Cash, Cheque, & Debit
Animal Control - Late Payment	E	\$ 11.00	Jan 1, 2023	\$ 11.56	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Appeal Fee (Licensing / Muzzle Orders)	E	\$ 851.00	Jan 1, 2023	\$ 894.52	Jan 1, 2024	Cash, Cheque, & Debit
Appeal Fee (Property Standards)	E	\$ 658.00	Jan 1, 2023	\$ 691.65	Jan 1, 2024	Cash, Cheque, & Debit
Domestic Animal Return fee - per repeat occurrence	T	\$124 + Applicable Shelter Fees	Jan 1, 2023	\$130 + Applicable Shelter Fees	Jan 1, 2024	Cash, Cheque, & Debit
Late Licencing Fee	E	10% of Fee (Min \$10 Charge)	Jan 1, 2023	10% of Fee (Min \$36 Charge)	Jan 1, 2024	Cash, Cheque, & Debit
Licensing Appointment - Fail to Attend	E	\$ 18.00	Jan 1, 2023	\$ 18.92	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Attendant License/ Renewal	E	\$ 423.00	Jan 1, 2023	\$ 444.63	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Operator License/ Renewal	E	\$ 914.00	Jan 1, 2023	\$ 960.74	Jan 1, 2024	Cash, Cheque, & Debit
Body Rub Parlour Owner License/ Renewal	E	\$ 1,060.00	Jan 1, 2023	\$ 1,114.21	Jan 1, 2024	Cash, Cheque, & Debit
Business License Transfer Fee	E	\$ 66.00	Jan 1, 2023	\$ 69.38	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - A	E	\$ 559.00	Jan 1, 2023	\$ 587.59	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - B	E	\$ 395.00	Jan 1, 2023	\$ 415.20	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - C	E	\$ 390.00	Jan 1, 2023	\$ 409.95	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle - D	E	\$ 395.00	Jan 1, 2023	\$ 415.20	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle Driver	E	\$ 218.00	Jan 1, 2023	\$ 229.15	Jan 1, 2024	Cash, Cheque, & Debit
Commercial Refreshment Vehicle Transfer/Change of Vehicle Fee	E	\$ 308.00	Jan 1, 2023	\$ 323.75	Jan 1, 2024	Cash, Cheque, & Debit
Extended On-Street Parking Application Fee	E	\$ 43.00	Jan 1, 2023	\$ 45.20	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Grow Op / Drug Lab Inspection Fee	T	\$ 699.00	Jan 1, 2023	\$ 734.75	Jan 1, 2024	Cash, Cheque, & Debit
Kennels	E	\$ 489.00	Jan 1, 2023	\$ 514.01	Jan 1, 2024	Cash, Cheque, & Debit
Late Vehicle Inspection Fee	E	\$ 132.00	Jan 1, 2023	\$ 138.75	Jan 1, 2024	Cash, Cheque, & Debit
Letter of Compliance	E	\$ 85.00	Jan 1, 2023	\$ 89.35	Jan 1, 2024	Cash, Cheque, & Debit
Line Fences Act Application Fee	E	\$ 393.00	Jan 1, 2023	\$ 413.10	Jan 1, 2024	Cash, Cheque, & Debit
Line Fences Act Fence viewer Attendance Fee (per Fence viewer)	T	\$ 107.00	Jan 1, 2023	\$ 112.47	Jan 1, 2024	Cash, Cheque, & Debit
Lotteries/ Bingos	E	Legislated at 3%	Jan 1, 2023	Legislated at 3%	Jan 1, 2024	Cheque
Municipal Clearance Letter (LLBO)	E	\$ 402.00	Jan 1, 2023	\$ 422.56	Jan 1, 2024	Cash, Cheque, & Debit
Noise Exemption Application Fee	E	\$ 287.00	Jan 1, 2023	\$ 301.68	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹

**TABLE 'E-1' OF SCHEDULE 'E' TO BY-LAW NO. 058-2023
LICENCING SERVICES/ENFORCEMENT**

**TOWN OF MILTON
RATES AND FEES
LICENCES / ENFORCEMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Pay Duty Officer (per hour)	T	\$ 104.00	Jan 1, 2023	\$ 109.32	Jan 1, 2024	Cash, Cheque, & Debit
Personal Service Business	E	\$ 439.00	Jan 1, 2023	\$ 461.45	Jan 1, 2024	Cash, Cheque, & Debit
Personal Service Business with Body Rub	E	\$ 915.00	Jan 1, 2023	\$ 961.80	Jan 1, 2024	Cash, Cheque, & Debit
Portable Signs (per 21 day period)	E	\$ 75.00	Jan 1, 2023	\$ 78.84	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Portable Signs Change Fee (date/time)	E	\$ 28.00	Jan 1, 2023	\$ 29.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Private Property Parking - Licence New Officer Fee	E	\$ 53.00	Jan 1, 2023	\$ 55.71	Jan 1, 2024	Cheque
Private Property Parking - Ticket Cancellation Fee	E	\$ 11.00	Jan 1, 2023	\$ 11.56	Jan 1, 2024	Cheque
Replacement Commercial Plates	E	\$ 109.00	Jan 1, 2023	\$ 114.57	Jan 1, 2024	Cash, Cheque, & Debit
Request for Reopening Parking Matters (per Parking Infraction Notice)	T	\$ 37.00	Jan 1, 2023	\$ 38.89	Jan 1, 2024	Cash, Cheque, & Debit
Salvage/Scrap Yard	E	\$ 590.00	Jan 1, 2023	\$ 620.17	Jan 1, 2024	Cash, Cheque, & Debit
Sign Removal Fee (Town Storage) - illegally placed signs - per sign fee	T	\$ 92.00	Jan 1, 2023	\$ 96.71	Jan 1, 2024	Cash, Cheque, & Debit
Signage on Town Road Allowances	T	\$ 375.00	Jan 1, 2023	\$ 394.18	Jan 1, 2024	Cash, Cheque, & Debit
Special Vehicle Parking Exemption Application fee	E	\$ 21.00	Jan 1, 2023	\$ 22.07	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹
Re-Site Inspection (By-Law/Licensing/Animal Control)	T	\$ 156.00	Jan 1, 2023	\$ 163.98	Jan 1, 2024	Cash, Cheque, & Debit
Re-Site Inspection After-Hours (By-Law/Licensing/Animal Control)	T	\$ 281.00	Jan 1, 2023	\$ 295.37	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Driver Test	E	\$ 75.00	Jan 1, 2023	Discontinued	Aug 1, 2023	Cash, Cheque, & Debit
Taxi Driver Study and Application Package	T	\$ 12.00	Jan 1, 2023	Discontinued	Aug 1, 2023	Cash, Cheque, & Debit
Taxi Meter Seal Replacement	T	\$ 44.00	Jan 1, 2023	\$ 46.25	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Photo ID Card Replacement	T	\$ 38.00	Jan 1, 2023	\$ 39.94	Jan 1, 2024	Cash, Cheque, & Debit
Taxi Plate Transfer/Change of Vehicle or Re-inspection Fee	E	\$ 219.00	Jan 1, 2023	\$ 230.20	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo/Transportation Network Company Broker License / Renewal	E	\$ 568.00	Jan 1, 2023	\$ 597.05	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo Driver License / Renewal	E	\$ 199.00	Aug 1, 2023	\$ 209.18	Jan 1, 2024	Cash, Cheque, & Debit
Taxi/Limo Owner License / Renewal	E	\$ 164.00	Aug 1, 2023	\$ 172.39	Jan 1, 2024	Cash, Cheque, & Debit
Transportation Network Company License / Renewal	E	\$ 20,000.00	Aug 1, 2023	\$ 21,022.85	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 1 - Day Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 2 - Seasonal Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 3 - Door to Door Sales	E	\$ 561.00	Jan 1, 2023	\$ 589.69	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 4 - Antique / Collectible Sales	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 5 - Craft Show	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 6 - Manufacturing Show	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 7 - Flea Market	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Transient Trader Class 8 - General	E	\$ 404.00	Jan 1, 2023	\$ 424.66	Jan 1, 2024	Cash, Cheque, & Debit
Wildlife Response on Private Property	T	\$ 240.00	Jul 18, 2023	\$ 252.27	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card ¹

NOTES:

1. Credit Cards will only be accepted for online applications.

SCHEDULE 'F' TO BY-LAW NO. 058-2023
Clerks

In addition to the other clauses of this By-law, the following paragraphs also apply to Clerks fees as defined in this By-law:

1. **THAT** the fee for expedited service as prescribed in Table 'F-1' be applied to all license applicants requesting a business license within 48 hours, to marriage license applicants without a scheduled appointment and requesters of immediate travel letters.
2. **THAT** expedited service for licensing and marriage licenses will be at the discretion of the Town Clerk's Division, provided there are sufficient resources available to handle the request.
3. **THAT** the sign fee for Municipal, Provincial and Federal candidates be refundable provided that the candidate removes their signs within 72 hours of the election and the candidate has no outstanding fines resulting from violations from the Election Sign By-law.

**TABLE 'F-1' OF SCHEDULE 'F' TO BY-LAW NO. 058-2023
CLERKS**

**TOWN OF MILTON
RATES AND FEES
CLERKS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Commissioner of Oaths (1 - 5 pages)	T	\$ 33.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths(6 - 10 pages)	T	\$ 53.00	Jan 1, 2023	\$ 56.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths (11 - 20 pages)	T	\$ 77.00	Jan 1, 2023	\$ 81.00	Jan 1, 2024	Cash, Cheque, & Debit
Commissioner of Oaths (21+ pages)	T	\$ 92.00	Jan 1, 2023	\$ 97.00	Jan 1, 2024	Cash, Cheque, & Debit
Death Registration: In-Town	E	\$ 52.00	Jan 1, 2023	\$ 55.00	Jan 1, 2024	Cash, Cheque, & Debit
Death Registration: Out-of-Town	E	\$ 79.00	Jan 1, 2023	\$ 83.00	Jan 1, 2024	Cash, Cheque, & Debit
Discharge of an Order - Registered Order To Comply	T	\$ 463.00	Jan 1, 2023	\$ 487.00	Jan 1, 2024	Cash, Cheque, & Debit
Expedited Service ¹	E	10% of Fee (Min \$10 Charge)	Jan 1, 2023	10% of Fee (Min \$10 Charge)	Jan 1, 2024	Cash, Cheque, & Debit
Freedom of Information Request - Application Fee	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Freedom of Information Request	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Heritage Property Check	E	\$ 16.00	Jan 1, 2023	\$ 17.00	Jan 1, 2024	Cash, Cheque, & Debit
Marriage License	E	\$ 159.00	Jan 1, 2023	\$ 167.00	Jan 1, 2024	Cash, Cheque, & Debit
Marriage Ceremony	E	\$ 176.00	Jan 1, 2023	\$ 185.00	Jan 1, 2024	Cash, Cheque, & Debit
Short-Term Rental Licensing Fee	E	\$ 334.00	Jan 1, 2023	\$ 351.00	Jan 1, 2024	Cash, Cheque, & Debit
Online Parking Ticket Payment Service Charge	T	\$ 2.00	Jan 1, 2023	\$ 2.20	Jan 1, 2024	Credit Card
Release of Agreement	T	\$307.06 + Applicable Registration/ Teraview Fee(s)	Jan 1, 2023	\$322.76 + Applicable Registration/ Teraview Fee(s)	Jan 1, 2024	Cash, Cheque, & Debit
Replacement Marriage License	E	\$ 70.00	Jan 1, 2023	\$ 74.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Research/Information Request (per hour)	T	\$ 255.00	Jan 1, 2023	\$ 268.00	Jan 1, 2024	Cash, Cheque, & Debit
Town Subdivision / Vacant Land Condo Agreement	E	\$ 8,930.00	Jan 1, 2023	\$ 9,387.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'F-1' OF SCHEDULE 'F' TO BY-LAW NO. 058-2023
CLERKS**

**TOWN OF MILTON
RATES AND FEES
CLERKS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Administrative Penalty System						
Certified Registered Owner Document	E	\$ 21.00	Jan 1, 2023	\$ 22.00	Jan 1, 2024	Cash, Cheque, & Debit
Late Payment	E	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, & Debit
MTO Search Fee	E	\$ 11.00	Jan 1, 2023	\$ 12.00	Jan 1, 2024	Cash, Cheque, & Debit
MTO Plate Denial	E	\$ 28.00	Jan 1, 2023	\$ 29.00	Jan 1, 2024	Cash, Cheque, & Debit
Screening Fail to Appear	E	\$ 53.00	Jan 1, 2023	\$ 56.00	Jan 1, 2024	Cash, Cheque, & Debit
Hearing Fail to Appear	E	\$ 106.00	Jan 1, 2023	\$ 111.00	Jan 1, 2024	Cash, Cheque, & Debit
Election						
Nomination Filing Fee - Mayor ²	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Nomination Filing Fee - All Other Positions ²	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Election Sign Permit Fee for Council Candidate Running at Large, Provincial Candidates, Federal Candidates and Third Parties ³	E	\$ 300.00	Jan 1, 2023	\$ 300.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Election Sign Permit Fee for Others (Including School Trustee Candidates)	E	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card

NOTES:

1. Expedited service will only be provided when there are sufficient resources available.
2. The Nomination Filing Fee is refundable if the candidate files the required documents under subsection 88.25 (1) on or before 2 p.m. on the filing date (s. 34).
3. The Election Sign Permit Fee is refundable provided signs are removed within 72 hours and the candidate has no outstanding fines resulting from violations from the Election Sign By-law for all Municipal, Provincial and Federal candidates only.

SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV Innovation Centre

In addition to the other clauses of this By-law, the following paragraphs also apply to MEV Innovation Centre fees as defined in this By-law:

1. **THAT** the MEV Innovation Centre provides an ecosystem for technology intensive businesses to grow and foster their ideas, products and services. Users related to professional services, education and training are also permitted to use co-working, meeting and event space.
2. **THAT** offices will be reserved for those with a business idea and team that fit with the community and personality of the MEV Innovation Centre and interested users will be subject to an Entrance Interview process that will look for synergies in:
 - a. Emerging or disruptive technology that will change/create an existing industry or create a new industry
 - b. Technology intensive and associated professional services companies
 - c. Scalability into other industries
 - d. Delivering on ideas through commercialization
 - e. Potential for Market Penetration and Large Markets
 - f. Builds on Laurier's reputation of "Inspiring Lives"
3. **THAT** users of the space are required to provide a Certificate of Insurance that satisfies the requirements of the Town prior to occupancy.
4. **THAT** users of the space are required to make facility rental payments prior to occupancy.
5. **THAT** co-working day use desks or memberships are available to those users in business or starting a business.
6. **THAT** a minimum rental period of three (3) months applies for office rentals and that all users will be re-evaluated at the end of a 12 month period.
7. **THAT** the Board Room/Meeting Room/Workshop Room will be reserved for business related activities.
8. **THAT** the Atrium will be reserved for those users who are in business or support business networking.
9. **THAT** a maximum of 10 months of free office space be available annually for MEV Innovation Centre to use as an inducement to promote longer term leases and to allow businesses to try the MEV Innovation Centre that are for first time

users of the Centre, with no more than one (1) month free office space provided to a user.

10. **THAT** a maximum of 50 days of free co-working desk space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) day free co-working desk space provide to a user.
11. **THAT** a maximum of 48 hours of free board room space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
12. **THAT** a maximum of 24 hours of free atrium space be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
13. **THAT** a maximum of 24 hours of free Workshop Room be available annually for MEV Innovation Centre to allow businesses to try the MEV Innovation Centre that are first time users of the Centre, with no more than one (1) free session provided to a user.
14. **THAT** for the purpose of determining event profile and staffing requirements, profile is determined based on various needs associated with an event, such as supervision of licensed event, technical requirements for facility operation, security of event.
15. **THAT** the Cancellation Fee of 20% of the value of the rental permit be charged to any permit holder who cancels a rental agreement up to 14 days of the rental booking date. Refunds will not be provided for cancellations within 14 days of the rental booking date except in extenuating circumstances with the approval of the Director, Strategic Initiative and Business Development, or designate.

**TABLE 'G-1' OF SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV INNOVATION CENTRE**

**TOWN OF MILTON
RATES AND FEES
MILTON EDUCATION CENTRE INNOVATION CENTRE**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
MILTON EDUCATION VILLAGE INNOVATION CENTRE						
Co-Working Desk (Individual)						
Drop In (per day)	T	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Debit & Credit Card
Once a week (per month)	T	\$ 60.00	Jan 1, 2023	\$ 60.00	Jan 1, 2024	Debit & Credit Card
Co-Working Desk (Team)						
Drop In (up to 5 team members) (per day)	T	\$ 80.00	Jan 1, 2023	\$ 80.00	Jan 1, 2024	Debit & Credit Card
Business Meetings (meeting host/up to 2 guests) (per hour)	T	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership						
Per month	T	\$ 250.00	Jan 1, 2023	\$ 250.00	Jan 1, 2024	Debit & Credit Card
Per Year	T	\$ 1,400.00	Jan 1, 2023	\$ 1,400.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership Upgrades						
Joint MEVIC - Burlington Hive Membership						
Per month	T	\$ 100.00	Jan 1, 2023	\$ 100.00	Jan 1, 2024	Debit & Credit Card
Per year	T	\$ 600.00	Jan 1, 2023	\$ 600.00	Jan 1, 2024	Debit & Credit Card
MEVIC Membership Plus (Dedicated Desk)						
Per month	T	\$ 90.00	Jan 1, 2023	\$ 90.00	Jan 1, 2024	Debit & Credit Card
Per year	T	\$ 650.00	Jan 1, 2023	\$ 650.00	Jan 1, 2024	Debit & Credit Card
Office Rental - per year	T	36.80/sq.ft	Jan 1, 2023	36.80/sq.ft	Jan 1, 2024	Debit & Credit Card
Board Room / Meeting Room Rental						
Per hour	T	\$ 40.00	Jan 1, 2023	\$ 40.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 200.00	Jan 1, 2023	\$ 200.00	Jan 1, 2024	Debit & Credit Card
Atrium Rental						
Per hour	T	\$ 150.00	Jan 1, 2023	\$ 150.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 1,000.00	Jan 1, 2023	\$ 1,000.00	Jan 1, 2024	Debit & Credit Card
Workshop Room Rental						
Per hour	T	\$ 90.00	Jan 1, 2023	\$ 90.00	Jan 1, 2024	Debit & Credit Card
Per day	T	\$ 600.00	Jan 1, 2023	\$ 600.00	Jan 1, 2024	Debit & Credit Card
Project Office Rental						
Per Day	T	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Debit & Credit Card
Per Month	T	\$ 1,300.00	Jan 1, 2023	\$ 1,300.00	Jan 1, 2024	Debit & Credit Card
Wired Internet Connection						
Per Day	T	\$ 11.89	Jan 1, 2023	\$ 12.50	Jan 1, 2024	Debit & Credit Card
Per Month	T	\$ 106.93	Jan 1, 2023	\$ 112.40	Jan 1, 2024	Debit & Credit Card
Server Room (per month)	T	\$ -	Jan 1, 2023	\$ -	Jan 1, 2024	Debit & Credit Card
LCD/Laptop Rental (per use)	T	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Debit & Credit Card

**TABLE 'G-1' OF SCHEDULE 'G' TO BY-LAW NO. 058-2023
MEV INNOVATION CENTRE**

**TOWN OF MILTON
RATES AND FEES
MILTON EDUCATION CENTRE INNOVATION CENTRE**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Insurance Fees	E	100% of Actual Cost	Jan 1, 2023	100% of Actual Cost	Jan 1, 2024	Debit & Credit Card
Photocopies (per page) - (see Schedule 'N' of By-Law)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Debit & Credit Card
Complimentary Co-Working Desk (max of 50 days per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Office Space (max of 1 office 10 months/yr total)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Board Room Use (max of 48 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Atrium Use (max of 24 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Complimentary Workshop Room Use (max of 24 hours per year)		Free	Jan 1, 2023	Free	Jan 1, 2024	
Event Staff Service Fee (per hour; minimum of 3 hours)						
High Profile Event	T	\$ 82.26	Sep 1, 2023	\$ 86.47	Jan 1, 2024	Debit & Credit Card
Low Profile Event	T	\$ 53.57	Sep 1, 2023	\$ 56.31	Jan 1, 2024	Debit & Credit Card

SCHEDULE 'H' TO BY-LAW NO. 058-2023
Corporate Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Corporate Services fees as defined in this By-law:

1. **THAT** the fees in this schedule may be waived in cases of error on the part of the Town or otherwise determined at the sole discretion of the Chief Financial Officer/Treasurer or designate.

**TABLE 'H-1' OF SCHEDULE 'H' TO BY-LAW NO. 058-2023
CORPORATE SERVICES**

**TOWN OF MILTON
RATES AND FEES
CORPORATE SERVICES DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Development Charge Inquiries	E	\$ 87.00	Jan 1, 2023	\$ 91.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Finance Compliance Requests	E	\$ 100.00	Jan 1, 2023	\$ 105.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Financial Publications - Hard Copy	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee for Accounts Receivable Transfer to Tax						
\$0-\$499.99 (including accrued interest)	T	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
\$500 and greater (including accrued interest)	T	\$ 265.00	Jan 1, 2023	\$ 279.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee Accounts Receivable Transfer to Collection Agency						
\$0-\$499.99 (including accrued interest)	T	\$50 plus 25% of Outstanding Balance	Jan 1, 2023	\$50 plus 25% of Outstanding Balance	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
\$500 and greater (including accrued interest)	T	\$265 + 25% of outstanding balance	Jan 1, 2023	\$279 + 25% of outstanding balance	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Administration fee for Other Charges Added to Tax Roll	T	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bid Documents without Drawings	T	\$ 79.00	Jan 1, 2023	\$ 83.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Bid Documents without Drawings - Proposals	T	\$ 132.00	Jan 1, 2023	\$ 139.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Large Tender Documents with Extensive Drawings ¹	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Tender Documents (with drawings)	T	\$ 132.00	Jan 1, 2023	\$ 139.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Special Research/Information Request (per hour)	E	\$ 158.00	Jan 1, 2023	\$ 166.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ownership Change	E	\$ 35.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit
Cheque Pull/Re-file	E	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit
Mortgage Company Processing Fee per roll number (Each: interim and final)	E	\$ 10.00	Jan 1, 2023	\$ 10.00	Jan 1, 2024	Cash, Cheque, Debit
Processed Cheque Copy	E	\$ 20.00	Jan 1, 2023	\$ 20.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Certificates	E	\$ 65.00	Jan 1, 2023	\$ 65.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Transfer of Funds	E	\$ 30.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Statements/Receipts/Duplicate or Reprint Billings	E	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Tender Package	T	\$ 72.00	Jan 1, 2023	\$ 76.00	Jan 1, 2024	Cash, Cheque, Debit

TABLE 'H-1' OF SCHEDULE 'H' TO BY-LAW NO. 058-2023
CORPORATE SERVICES

TOWN OF MILTON
RATES AND FEES
CORPORATE SERVICES DEPARTMENT

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Tax Overdue Notice Issuance (Levied on balances equal to, or greater than, \$100.00)	E	\$ 8.00	Jan 1, 2023	\$ 8.00	Jan 1, 2024	Cash, Cheque, Debit
TAX SALE						
Negotiation, preparation, execution and registration of Extension Agreement	E	\$ 1,200.00	Jan 1, 2023	\$ 1,200.00	Jan 1, 2024	Cash, Cheque, Debit
Advertising/Conducting Tax Sale	E	Actual Cost (minimum - \$1,000)	Jan 1, 2023	Actual Cost (minimum - \$1,000)	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Registration Recovery Service Fees External Agent – Actual costs to execute the Tax Sale Registrations and Tax Sales	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit
Tax Sale Registration Recovery Service Fees Internal Staff	E	10% of Total External Agent Costs	Jan 1, 2023	10% of Total External Agent Costs	Jan 1, 2024	Cash, Cheque, Debit
Application Review Fee for Older Adult Tax Deferral Program	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, Debit
Registration of Deferral Fee for Older Adult Tax Deferral Program	E	\$ 200.00	Jan 1, 2023	\$ 200.00	Jan 1, 2024	Cash, Cheque, Debit
MAPS						
Custom Maps and digital map/data requests	T	Calculation Map Specific (hourly rate \$181 + materials)	Jan 1, 2023	Calculation Map Specific (hourly rate \$190 + materials)	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pre-created maps - standard sized (letter, legal, ledger): ward maps, urban street directory, map imagery from council reports	T	\$ 25.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Pre-created maps - oversized (larger than ledger): ward maps, urban street directory, map imagery from council reports	T	\$ 35.00	Jan 1, 2023	\$ 35.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

- NOTES:**
1. The fee to be charged for Large Tender Documents with Extensive Drawings will be based on the complexity of the documents and the time required to review the documents.
 2. Organizations exempt from GIS data fees include: other municipalities, local school boards, local libraries, hydro commissions, other local government agencies or associations, provincial or federal government agencies involved in local programs, consultants/developers/individuals working on behalf of the Town of Milton.

SCHEDULE 'I' TO BY-LAW NO. 058-2023
Fire Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Fire Services fees as defined in this By-law:

1. **THAT** the fee prescribed in Table 'I-1' to Schedule 'I' for false alarms be imposed on activated false alarms caused by equipment malfunction, improper installation, inadequate maintenance, and maliciousness or a lack of control over reporting processes when maintenance is being conducted. False Alarms, for the purpose of this Schedule 'I', means the activation of a fire alarm or emergency system which occurs without just cause, including where there is no fire, carbon monoxide or other emergency situation. This fee shall be administered as follows:
 - a. Where the fire department responds to any premise within the Town of Milton for an initial false alarm, no fees will be imposed for the first offence, however the fee will be imposed for each subsequent false alarm occurrence within the same calendar year unless there is work being done on the system and the owner has notified the Fire Department.
 - b. The fire department shall charge a property owner the False Alarm Fee stipulated in this Schedule 'I' if upon attending a property in response to the activation of a fire alarm or emergency system it is determined that it was a false alarm.
 - c. Where a false alarm is triggered as a result of work being conducted on a fire alarm or emergency system and the fire department attend at the property in response to the activation of a false alarm, the property owner shall be charged the False Alarm Fee stipulated in this Schedule 'I', unless the property owner notified the Milton Fire Department in advance of the work that was being conducted.
2. **THAT** where the fire department responds to an open air burning incident (including discharge of fireworks or other inappropriate fire setting) being conducted without a permit, or in violation of the conditions of the permit, or when a person has failed to call back to acknowledge the fire has been extinguished, or who fails to extinguish a fire once notification to do so has been given to him/her by the Chief Fire Official, the full costs of apparatus response extinguishment, including labour costs and equipment costs as determined by the Chief Fire Official, may be charged to the property owner and/or permit holder.
3. **THAT** where the fire department responds to any specialized or technical rescue incident where any person(s) has engaged in any hazardous activity, approved recreational or otherwise, the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Fire Chief or his/her designate, may be charged to the property owner and/or permit

holder, or person(s) engaged in said activity that required or caused emergency rescue and/or response.

4. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to motor vehicle incidents for non-residents, technical rescue, etc.) the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Chief Fire Official, may be charged to the property owner or person(s) engaged in and/or responsible for the actions that required fire or emergency rescue and/or response.
5. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to motor vehicle incidents, technical rescue, etc.) on provincial or federal lands located within the geographical area of the Town, the full costs of apparatus response, including labour, equipment, and other incurred contracted services or costs as determined by the Chief Fire Official or via established service agreements, may be charged to the property owner or person(s) engaged in and/or responsible for the actions that required fire or emergency rescue and/or response.
6. **THAT** where the fire department responds to any fire or emergency response incident (including but not limited to request for assistance, unknown odors, check calls etc.) where a Carbon Monoxide Alarm and/or Smoke Alarm are provided or installed for the Owner / Occupant to ensure compliance with the Fire Protection and Prevention Act, 1997 the cost of these materials shall be invoiced to the property owner, tenant or carrier as the case may be as prescribed in Table 'I-1'.
7. **THAT** in accordance with the Fire Department Establishing & Regulating Bylaw (as amended), if as a result of the a Fire Department response to a fire or emergency incident, the Fire Chief or his/her designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials than are carried on a fire apparatus (the "Additional Service") in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by or contracted by the Corporation, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Fire Department and/or to generally make "safe" an incident or property, the owner of the property requiring or causing the need for the Additional Service or expense shall be charged the full costs to provide the Additional Service including all applicable taxes. Property shall mean personal and real property.
8. **THAT** where in the presence of new information or evidence (for current or previously implemented cost for recovery mechanisms) for fire department emergency and rescue response (or any "Additional or other service") provides for reconsideration of said cost recovery, the Fire Chief, in consultation with the Chief Financial Officer/Treasurer, has the authority to amend or waive costs dependent upon the circumstances surrounding the particular emergency response or fire and life safety complaint investigation.

9. **THAT** nothing in this By-law prohibits the enforcement provisions of the Fire Protection and Prevention Act/Ontario Fire Code from being implemented where, in the opinion of the Chief Fire Official, such circumstances warrant.
10. **THAT** where the fire department responds to any incident involving hazardous materials or dangerous goods and any specialized “consumable” equipment is utilized in the response or mitigation of the incident, 100% of the cost of replacement for these materials and/or equipment shall be invoiced to the property owner, tenant or carrier as the case may be.
11. **THAT** where the fire department responds to any transportation incident involving hazardous materials or dangerous goods, a fee as prescribed in Table ‘I-1’ per responding apparatus shall be applied and the property owner and/or material carrier as applicable shall be invoiced.
12. **THAT** for the provision of requested rentals of the specified fire equipment or facilities, the requester shall be charged the fee as stipulated in Table ‘I-1’. All rentals are subject to availability as well as pre-approval by Fire Department. Usage restrictions and limitations apply. Liability waivers are required. For the rental of fire trucks: (1) One hour shall be added to all vehicle rentals, in addition to the duration requested, to allow for set-up and travel. All vehicle rentals require a minimum three-hour rental, including set-up and travel time.
13. **THAT** for all fire related permit requests, code compliance alternative solution review, occupant load calculation, designated fire route applications and propane facility license application and reviews, the requestor shall be charged the fee as stipulated in Table ‘I-1’. Firework permit requirements are identified within Fireworks By-law 037-2009.
14. **THAT** for the provision of other general services and products such as lock box, smoke alarms, carbon monoxide alarms, file search, printed copies of safety plans and/or other general items listed within this section, the requester shall be charged the fee as stipulated in Table ‘I-1’.
15. **THAT** for the provision of a standby crew and fire apparatus, other than an emergency response, for a private company, community group, developer, industry or provincial government. Standby location must be within Milton’s jurisdiction. All fire apparatus standby requests are subject to availability as well as pre-approval by Fire Department. (1) One hour shall be added to all standby requests, in addition to the duration requested, to allow for set-up and travel. All standbys require a minimum three-hour charge, including set-up and travel time.

**TABLE 'I-1' OF SCHEDULE 'I' TO BY-LAW NO. 058-2023
FIRE SERVICES**

**TOWN OF MILTON
RATES AND FEES
FIRE DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Burning Permit Issuance (Container and Brush)	E	\$ 55.00	Jan 1, 2023	\$ 57.81	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Large Burning Permit Issuance (Industrial/Commercial/Agricultural)	E	\$ 162.00	Jan 1, 2023	\$ 170.29	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
File Search	E	\$ 135.96	Jan 1, 2023	\$ 142.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Extinguisher Training (up to 20 Students)	T	\$ 423.89	Jan 1, 2023	\$ 445.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Additional Fee for each additional student	T	\$ 15.93	Jan 1, 2023	\$ 16.74	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Reports	T	\$ 114.38	Jan 1, 2023	\$ 120.35	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Family) Discharge Permit	E	\$ 34.00	Jan 1, 2023	\$ 35.75	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Family) Sale Permit	E	\$ 156.00	Jan 1, 2023	\$ 164.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fireworks (Exhibition) Discharge Permit	E	\$ 360.00	Jan 1, 2023	\$ 378.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Inspections - Per Hour ¹	T	\$ 142.92	Jan 1, 2023	\$ 150.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Smoke/Carbon Monoxide Alarm	T	\$ 48.68	Jan 1, 2023	\$ 51.17	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Lock Box	T	\$ 387.61	Jan 1, 2023	\$ 407.43	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Photocopies (per page) - (see Schedule 'N' of By-Law)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Vehicle Compound (per hour)	T	\$ 161.95	Jan 1, 2023	\$ 169.91	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Search Tower (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Pumping Station; Drafting, Hydrant, Sprinkler (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Forcible Entry/Cutting Station (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Classroom, A, B, A&B (per hour)	T	\$ 166.37	Jan 1, 2023	\$ 175.22	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Training Grounds Rental - Low Profile Prop (per hour)	T	\$ 158.85	Jan 1, 2023	\$ 167.26	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Fire Route Application	T	\$ 381.20	Jan 1, 2023	\$ 400.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Code Compliance Alternative Solution Review	T	\$ 2,803.32	Jan 1, 2023	\$ 2,946.69	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Occupant Load Calculation	T	\$ 365.26	Jan 1, 2023	\$ 383.94	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Boarding and Securing Properties	T	\$ 654.43	Jan 1, 2023	\$ 687.90	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
EVT Services	T	\$ 142.92	Jan 1, 2023	\$ 150.23	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
SPECIAL EVENTS						
Special Events - Request for Attendance (per hour/per truck)	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Special Events - Request for Staff	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
FIRE AND EMERGENCY RESPONSE						
Response to Ministry of Transportation (MTO) Incidents						
Each apparatus per hour	E	MTO Prescribed Rate	Jan 1, 2023	MTO Prescribed Rate	Jan 1, 2024	Cash, Cheque, & Debit
Replacement of equipment and resources used	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Administration cost	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'I-1' OF SCHEDULE 'I' TO BY-LAW NO. 058-2023
FIRE SERVICES**

**TOWN OF MILTON
RATES AND FEES
FIRE DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
All Other Incidents²						
Burning Permit By-law Violations (per hour/per truck, minimum hour charge)	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
False Alarms (per hour/per truck, minimum hour charge)	E	\$ 805.92	Jan 1, 2023	\$ 847.14	Jan 1, 2024	Cash, Cheque, & Debit
Initial Response: each apparatus per hour	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Pumper and Hazmat Trailer and appropriate personnel per hour	E	\$ 633.30	Jan 1, 2023	\$ 665.69	Jan 1, 2024	Cash, Cheque, & Debit
Additional Hours Apparatus Fee - charged per apparatus for each 1/2 hour (or part thereof) after initial response	E	\$ 332.54	Jan 1, 2023	\$ 349.55	Jan 1, 2024	Cash, Cheque, & Debit
Overtime Personnel (as applicable)	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Replacement of equipment and resources used	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Administration cost	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
REVIEW AND APPROVAL OF RISK AND SAFETY MANAGEMENT PLANS						
Existing 5000 USWG or less	E	\$ 327.00	Jan 1, 2023	\$ 344.00	Jan 1, 2024	Cash, Cheque, & Debit
New/Modified 5000 USWG or less	E	\$ 658.00	Jan 1, 2023	\$ 692.00	Jan 1, 2024	Cash, Cheque, & Debit
Existing greater than 5000 USWG	E	\$ 2,956.00	Jan 1, 2023	\$ 3,107.00	Jan 1, 2024	Cash, Cheque, & Debit
New/Modified greater than 5000 USWG	E	\$ 3,285.00	Jan 1, 2023	\$ 3,453.00	Jan 1, 2024	Cash, Cheque, & Debit
If necessary to retain 3 rd party engineer or other firm	E	Calculated at Cost	Jan 1, 2023	Calculated at Cost	Jan 1, 2024	Cash, Cheque, & Debit

NOTES:

1. First follow up Inspection of Code Compliance and Fire Safety Plan Review & Code Compliance Inspection are no charge. Items identified include, but are not limited to:
 - a. Second and subsequent reviews for Code Compliance and Fire Safety Plan Reviews.
 - b. Demolition Permit, Commercial Refreshment Vehicle, Salvage Yard Inspection, Daycare, and AGCO Approval
2. Items identified include, but are not limited to:
 - a. Hazardous Materials Response (Hazmat), Technical Rescue Response (High Angle Rope Rescue, Ice/Water, Confined Space Rescue, Trench Rescue, etc.),
 - b. Motor Vehicle Collision Response (non-Milton residents) & other fire suppression/emergency response.

SCHEDULE 'J' TO BY-LAW NO. 058-2023
Engineering Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Engineering Services fees as defined in this By-law:

1. **THAT** no refund of application fees will be granted upon the withdrawal of the application regardless of the timing of the withdrawal, except where it is determined, at the sole discretion of the Commissioner of Development Services or designate, that the application was made in error or a refund is deemed to be required as a direct result of the action of the Town of Milton.
2. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'J-1' to Schedule 'J':

a) Peer Review Fees

- i. In conjunction with the Subwatershed Impact Study (SIS) process or in situations where the Town lacks the required in-house technical expertise, peer review of specific studies and reports submitted in support of a development proposal may be required in order to complete and/or expedite the technical evaluation of such applications. Any requirement for peer review shall be at the discretion of the Commissioner of Development Services or designate.
- ii. When peer review is determined to be required in support of the Subwatershed Impact Study (SIS) process, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review including staff time incurred. The applicant is advised that the invoice schedule of the peer review consultant may not coincide with the Town's invoicing schedule and as such peer review and staff time may be invoiced separately.
- iii. When peer review is determined to be required in support of a development proposal, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review.
- iv. When peer review is determined to be required in support of works (design, construction, or otherwise) covered in an agreement between a

third party and the Town (i.e. a third party requires infrastructure installed, and the Town agrees to install this infrastructure on behalf of the third party, as part of a Town construction contract), the third party shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the third party will be provided an estimate for review and approval prior to the peer review starting and the third party will be invoiced based on the actual costs of the peer review.

- v. When peer review is determined to be required in support of a site alteration permit application, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be provided an estimate for review and approval prior to the peer review starting and the applicant will be invoiced based on the actual costs of the peer review.
- vi. The Corporation shall be responsible for and retain full control of the peer review including, but not limited to, the following:
 - a. Preparation of the terms of reference;
 - b. Selection of the required consultant(s)
 - c. Project management; and
 - d. Material Testing

b) Site Alteration Per Hectare Fees

- i. In conjunction with a site alteration permit application, when Site Alteration Per Hectare Fees are determined, Site Alteration Per Hectare Fees are calculated based on the total combined area of site disturbance including cutting, clearing, filling, excavating, leveling, compaction, or any combination of these activities.

c) MECP Transfer of Review (Stormwater Management Environmental Compliance Approval application) Fee

- i. When it is determined that a Environmental Compliance Approval issued from the Ministry of the Environment, Conservation and Parks (MECP) is required for construction of sewage works, subject to the terms and conditions of the Transfer of Review Agreement between the Town of Milton and the MECP, the MECP Transfer of Review Fee payable to the Town is established based on the requirements set out in accordance with Section 6 (Activities mentioned in subsection 53(1) of the Ontario Water Resources Act – Subject Matter) of the Minister's Fee Schedule and s.179.1 of the Environmental Protection Act (EPA).

d) Consolidated Linear Infrastructure - Environmental Compliance Approval Permit Fee

- i. When it is determined that a Consolidated Linear Infrastructure Environmental Compliance Approval Permit (CLI ECA Permit) issued from the Town is required for construction of new stormwater management systems as well as alterations to the Town's existing stormwater management system, subject to the terms and conditions of the Parent CLI ECA issued to the Town by the MECP, the CLI ECA Permit Fee is established based on a full cost recovery model which includes;
 - a. Application review and permitting
 - b. MECP Reporting
 - c. CLI ECA program administration

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Banner Program: Banner Permit	E	\$ 168.00	Jan 1, 2023	\$ 177.00	Jan 1, 2024	Cash, Cheque, & Debit
Banner Program: Reimbursement of banner installation costs	T	\$ 147.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Compliance Letters	E	\$ 419.00	Jan 1, 2023	\$ 440.00	Jan 1, 2024	Cash, Cheque, & Debit
Curb Cut	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Decorative Street Name Signs	E	\$ 420.00	Jan 1, 2023	\$ 441.00	Jan 1, 2024	Cash, Cheque, & Debit
Emergency Works	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Processing Fee	E	\$ 1,727.00	Jan 1, 2023	\$2,128.00 + Actual Legal Cost	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Renewal Fee	E	\$ 465.00	Jan 1, 2023	\$ 489.00	Jan 1, 2024	Cash, Cheque, & Debit
Encroachment Agreement: Rental Fee	E	\$ 265.00	Jan 1, 2023	\$ 327.00	Jan 1, 2024	Cash, Cheque, & Debit
Entrance Culvert Installation Rates (\$/metre)	E	\$ 922.00	Jan 1, 2023	\$ 969.00	Jan 1, 2024	Cash, Cheque, & Debit
Entrance Permit - Non-Residential	E	\$ 1,801.00	Jan 1, 2023	\$ 1,893.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Entrance Permit - Residential	E	\$ 603.00	Jan 1, 2023	\$ 634.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Filming Permit Fee	E	\$ 377.00	Jan 1, 2023	\$ 396.00	Jan 1, 2024	Cash, Cheque, & Debit
Inspection fees (Access, holdback, construction damage deposit)	T	\$ 501.00	Jan 1, 2023	\$ 527.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
MECP Transfer of Review (Stormwater Management Environmental Compliance Approval application)	E	Per Legislation	Jan 1, 2023	Per Legislation	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Other						
Piling and Shoring	T	\$536.00 + Actual Legal Cost	Jan 1, 2023	\$563.00 + Actual Legal Cost	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - New Location Permit Fee (Per Box)	T	\$ 267.00	Jan 1, 2023	\$ 281.00	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - Test Location Permit Fee (Per Box)	T	\$ 225.00	Jan 1, 2023	\$ 237.00	Jan 1, 2024	Cash, Cheque, & Debit
Publication Distribution Box - Renewal Location Permit Fee (Per Box)	T	\$ 112.00	Jan 1, 2023	\$ 118.00	Jan 1, 2024	Cash, Cheque, & Debit
Road Clearing Works	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Road Closure for Special Events	T	\$ 387.00	Jan 1, 2023	\$ 407.00	Jan 1, 2024	Cash, Cheque, & Debit
Road Occupancy Permit - General	E	\$ 844.00	Jan 1, 2023	\$ 887.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Road Occupancy Permit - Storage	E	\$ 231.00	Jan 1, 2023	\$ 243.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Rural House Numbering	E	\$ 251.00	Jan 1, 2023	\$ 264.00	Jan 1, 2024	Cash, Cheque, & Debit
Signal Timing Plan	T	\$ 173.00	Jan 1, 2023	\$ 182.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Alteration Permit	E	\$ 2,648.00	Jan 1, 2023	\$ 2,783.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Site Alteration Per Hectare Fee	E	\$ 378.00	Jan 1, 2023	\$ 397.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Site Alteration Extensions	E	\$ 1,324.00	Jan 1, 2023	\$ 1,391.50	Jan 1, 2024	Cash, Cheque, & Debit
Special Event Permit Fees (non Charitable Events)	E	\$ 327.00	Jan 1, 2023	\$ 344.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Traffic Data or Analysis Request (per hour)	T	\$ 408.00	Jan 1, 2023	\$ 429.00	Jan 1, 2024	Cash, Cheque, & Debit
Spillage or Tracking Cleanup (per hour)	E	Cost + 40%	Jan 1, 2023	Cost + 40%	Jan 1, 2024	Cash, Cheque, & Debit
Subwatershed Impact Study (SIS)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Stop Sign Rental (per day)	T	\$ 333.00	Jan 1, 2023	\$ 350.00	Jan 1, 2024	Cash, Cheque, & Debit
Access to Private Property via Town Owned Lands						
Application Fee	E	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, & Debit
Daily Rate	E	\$ 48.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Cheque, & Debit
Base Permit Fee	E	\$ 1,170.00	Jan 1, 2023	\$ 1,230.00	Jan 1, 2024	Cash, Cheque, & Debit
Security Deposit	E	\$5,000 Minimum	Jan 1, 2023	\$5,000 Minimum	Jan 1, 2024	Cash, Certified Cheque, Money Order, Bank Draft, & Debit

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Traffic Count Data - ATR or TMC (per location)	T	\$ 229.00	Jan 1, 2023	\$ 241.00	Jan 1, 2024	Cash, Cheque, & Debit
Wide Load Permits	E	\$ 263.00	Jan 1, 2023	\$ 276.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Engineering Plan Request (Digital or Printed)	T	\$ 124.00	Jan 1, 2023	\$ 130.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Agreement Registration - Pre-Servicing	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Windrow Program	E	\$ 63.00	Jan 1, 2023	\$ 66.00	Jan 1, 2024	Cash, Cheque, & Debit
DAMAGE AND DEBRIS SECURITIES						
Residential Development	E	\$25 per meter of frontage / max \$500	Jan 1, 2023	\$25 per meter of frontage / max \$500	Jan 1, 2024	Cash, Certified Cheque, & Debit
Industrial or commercial Development	E	\$25 per meter of frontage / max \$1,000	Jan 1, 2023	\$25 per meter of frontage / max \$1,000	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additions with full foundation onto existing res. Development	E	\$25 per meter of frontage / max \$500	Jan 1, 2023	\$25 per meter of frontage / max \$500	Jan 1, 2024	Cash, Certified Cheque, & Debit
Road Damage Deposit	E	\$10,000 minimum deposit + \$8,000 per 100m of road lane	Jan 1, 2023	\$10,000 minimum deposit + \$8,000 per 100m of road lane	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
PLAN REVIEW AND SUBMISSIONS						
Pre-Draft Plan Review	E	\$ 7,240.00	Jan 1, 2023	\$ 7,610.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additional Engineering Submissions	E	\$ 3,580.00	Jan 1, 2023	\$ 3,763.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Additional Landscape Submissions	E	\$ 2,250.00	Jan 1, 2023	\$ 2,365.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
LOCATES						
Locate Services for Underground Infrastructure in unassumed areas	E	Actual Cost plus 15%	Jul 18, 2023	Actual Cost plus 15%	Jan 1, 2024	Cash, Cheque, & Debit
MUNICIPAL ACCESS AGREEMENT (MAA) [unless otherwise agreed to in a MAA]						
Road Occupancy Permit (ROP) fee (annual blanket fee)	E	\$ 6,566.00	Jan 1, 2023	\$ 6,902.00	Jan 1, 2024	Cash, Cheque, & Debit
Plus ROP Application fee (Annual - based on number of applications in prior year)						
0 to 100 Applications (covered by the blanket fee)	E	\$ -	Jan 1, 2023	\$ -	Jan 1, 2024	Cash, Cheque, & Debit
101 to 500 Applications	E	\$ 5,156.00	Jan 1, 2023	\$ 5,420.00	Jan 1, 2024	Cash, Cheque, & Debit
501 to 1000 Applications	E	\$ 10,312.00	Jan 1, 2023	\$ 10,839.00	Jan 1, 2024	Cash, Cheque, & Debit
1001 to 2000 Applications	E	\$ 12,889.00	Jan 1, 2023	\$ 13,548.00	Jan 1, 2024	Cash, Cheque, & Debit
Over 2000 Applications	E	\$ 19,333.00	Jan 1, 2023	\$ 20,322.00	Jan 1, 2024	Cash, Cheque, & Debit
Municipal Consent Permit application fee (per street - including a wrap-around to a side street of no more than 20 metres)	E	\$ 588.00	Jan 1, 2023	\$ 618.00	Jan 1, 2024	Cash, Cheque, Debit & Credit Card
Pavement Degradation fees (per metre squared based on age of pavement cut)						
2 years or less	E	\$ 34.00	Jan 1, 2023	\$ 36.00	Jan 1, 2024	Cash, Cheque, & Debit
2 to 4 years	E	\$ 29.00	Jan 1, 2023	\$ 30.00	Jan 1, 2024	Cash, Cheque, & Debit
4 to 7 years	E	\$ 18.00	Jan 1, 2023	\$ 19.00	Jan 1, 2024	Cash, Cheque, & Debit
7 to 10 years	E	\$ 12.00	Jan 1, 2023	\$ 13.00	Jan 1, 2024	Cash, Cheque, & Debit
10 or more years	E	\$ 5.00	Jan 1, 2023	\$ 5.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'J-1' OF SCHEDULE 'J' TO BY-LAW NO. 058-2023
ENGINEERING SERVICES**

**TOWN OF MILTON
RATES AND FEES
ENGINEERING SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) program:						
Stormsewers	E	\$ 3,918.00	Jan 1, 2023	\$ 4,118.00	Jan 1, 2024	Cash, Cheque, & Debit
Ponds	E	\$ 4,872.00	Jan 1, 2023	\$ 5,121.00	Jan 1, 2024	Cash, Cheque, & Debit
Oil Grit Separators	E	\$ 2,859.00	Jan 1, 2023	\$ 3,005.00	Jan 1, 2024	Cash, Cheque, & Debit
Low Impact Development	E	\$ 3,918.00	Jan 1, 2023	\$ 4,118.00	Jan 1, 2024	Cash, Cheque, & Debit

SCHEDULE 'K' TO BY-LAW NO. 058-2023

Planning Services

In addition to the other clauses of this By-law, the following paragraphs also apply to Planning Services fees as defined in this By-law:

1. **THAT** the applicant may be entitled to a partial refund of the fees prescribed in Table 'K-1' to Schedule 'K' on the following basis:
 - a. When an appeal of an application fee has been made to the Ontario Land Tribunal (OLT) or Town Council pursuant to Section 69(3) of the Planning Act and the reduction or waiving of the fee is approved by either the OLT and/or Town Council; or
 - b. For the following applications: Subdivision Approval, Condominium Approval and Amendment to the Official Plan, an Amendment to the Zoning By-law or for a Temporary Use By-law which have been withdrawn by the applicant:
 - i. 75% of the application fee may be refunded after the application has been entered into the Town's tracking system (AMANDA) and prior to circulation of the application to public agencies;
 - ii. 50% of the application fee may be refunded prior to the circulation of the Notice of Public Meeting;
 - iii. 25% of the application fee may be refunded prior to the statutory public meeting being held before Committee or Council;
 - iv. No portion of the application fee shall be refunded after the statutory public meeting has been held;
 - v. Notwithstanding the foregoing, no application fee or portion thereof shall be refunded after six (6) months from the date the application was deemed complete by the Town.
 - vi. Where an application is appealed to the OLT, at any point in the application review process, no refund of fees shall be provided.
2. **THAT** no refund of application fees will be granted upon the withdrawal of any other application type regardless of the timing of the withdrawal.
3. **THAT** the Pre-Application Process includes both the Pre-Consultation Meeting and Pre-Submission Review and fees are required in accordance with the following:
 - 3.1 Pre-Consultation
 - i. The fee for Pre-Consultation is required at the time of scheduling a Pre-Consultation Meeting and is non-refundable.

3.2 Pre-Submission Review

- i. The fee for a Pre-Submission Review is required at the time that the applicant makes a request for the review.
- ii. The fee for a Pre-Submission Review is 30% of the base application fees for all required Planning Act Applications and is non-refundable.
- iii. Upon the subsequent submission of a Planning Act Application, the remaining 70% of the base application fee will be charged.

4. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'K-1' to Schedule 'K':

4.1 Minor Variance Applications

- a. Type 1: Any application for existing residential dwellings, decks, fences, accessory buildings and/or structures, residential additions under 75m² and any application to permit the construction of accessory buildings or structures on properties used for public or agricultural purposes.
- b. Type 2: Any application to permit the construction of a residential dwelling(s) and/or units and/or residential additions over 75m².
- c. Type 3: Any application to permit the construction of and/or additions to buildings or structures on lands used for commercial, industrial or institutional purposes.

4.2 Consent to Sever

- a. Type 1: Any application for the creation of a new lot, or any application not defined as a Type 2 application below.
- b. Type 2: Any application for a lot line adjustment, a lease or an easement where no new lot is created.

4.3 Site Plan Applications

- a. A minor site plan application is one involving minor site works that require scoped review from internal Town Departments only and is in compliance with the Zoning By-law. Site Plan applications that require review from external agencies are not considered minor. Minor Site Plans may include, but are not limited to, the following:
 - i. Site works associated with the change of use of an existing building
 - ii. Parking lot modifications, outdoor patios, landscape works and the placement of accessory buildings and structures

- iii. Minor building additions not requiring other Planning Act approvals (e.g. minor variance applications)
 - iv. Minor changes to approved site plans to recognize as-constructed conditions which are satisfactory to the Town and in substantial compliance with the approved site plan
- b. “Partial Site Plan Approval” means the granting of full site plan approval to a subset of the required site plan drawings and must include full approval of the final the engineering drawings and reports. Partial Site Plan Approval may only be considered once the building footprint has been confirmed and zoning compliance has been achieved. The granting of “Partial Site Plan Approval” is entirely at the discretion of the Commissioner of Development Services or his/her designate in consultation with commenting agencies and may only be considered for complex development projects involving lengthy earth works and staged construction.
- c. Site Plan Application Fees are calculated in accordance with the following:
- i. Residential Applications (including Bed and Breakfast and Farm Vacation Home Applications):
 - 1) Residential Base Fee plus a per unit fee for every dwelling unit or suite proposed in excess of one dwelling unit
 - ii. Applications for Permitted Uses with an Environmentally Sensitive Area land use designation or within a Natural Heritage System (NHS) or Greenlands B (GB) Zone:
 - 1) Residential Base Fee plus a per unit fee for every dwelling unit or suite proposed in excess of one dwelling unit or suite, or,
 - 2) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) to a maximum of 10 hectares. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.
 - iii. Industrial, Commercial, Institutional and Recreational Applications:
 - 1) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) to a maximum of 10 hectares. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.
 - iv. Mixed Use Applications (Residential/Commercial):

- 1) Residential Base Fee plus a per unit fee for every dwelling unit proposed where residential is the predominant land use; or,
- 2) Non-Residential Base Fee plus a per hectare fee (rounded up to the next ¼ hectare) where commercial is the predominant land use. The per hectare fee is calculated based upon the minimum site area required to satisfy the requirements of the Zoning By-law for the proposed development.

v. Minor Site Plan Applications:

- 1) 15% of the applicable Site Plan application base fee.

vi. Partial Site Plan Approval Applications:

- 1) 15% of the applicable Site Plan application fee base fee.

vii. Additional Site Plan Resubmission Fee:

- 1) All Site Plan applications include the processing of the first submission and two (2) revisions only.
- 2) The fourth and subsequent revisions submitted to the Town by the owner will be subject to an additional fee of five (5%) percent of the current applicable Site Plan application fee for each subsequent resubmission required prior to Site Plan Approval.

4.4 Multiple Concurrent Subdivision, Condominium, Official Plan and/or Zoning By-law Amendment Applications

Where a specific development proposal requires multiple, concurrent applications the total application fee payable shall be calculated on the basis of the base fee for each application type plus the per unit and / or per hectare fee for one of the applications, whichever is the greatest.

4.5 Revision Fees

Revision fees are applicable where applicant-initiated changes are made to all application types in accordance with the following:

i) Minor Revisions Fees

- 1) Minor Revision Fees are payable where no further public meeting is required and/or no more than three agencies are

required to be circulated.

ii) Major Revision Fees

- 1) Major Revision Fees are payable where an additional public meeting is required and/or more than three agencies are required to be circulated.

iii) Site Plan Application Revision Fees

- 2) Minor Site Plan Revision Fees are payable for owner-initiated changes during the processing of a Site Plan application and where external agencies do not require re-circulation.
- 3) Major Site Plan Revision Fees are payable for owner-initiated changes during the processing of a Site Plan application and where external agencies require re-circulation.

4.6 Annual Processing Fees

- a. Annual Processing Fees are payable on the anniversary date of the acceptance of a complete application by the Town and are applicable to all application types where a decision has not been made;
- b. Annual processing fees will only be payable on files that are dormant as a result of inactivity on behalf of the applicant or their authorized agent.
- c. Notwithstanding the foregoing, annual processing fees for Subdivision and Condominium applications are only applicable prior to the granting of draft plan approval, after which, extension fees apply.
- d. Should there be no activity on an application over a period of six (6) months from the date of the last activity by the applicant, the application may be closed by the Development Services Department without further notification to the applicant and/or property owner. If the application is closed due to inactivity and the applicant/or property owner wish to again pursue the application, they will be required to re-apply and incur new application fees in accordance with the current Planning Act User Fee By-law.
- e. If the applicant and/or property owner is aware that the application will be held in abeyance for six (6) months or more and wish the application remain open, they must submit in writing the reasons for this request, upon which time the Development Services Department will make a determination on the disposition of the application.

4.7 Fees for Extension of Draft Approved Plans of Subdivision/ Condominium

- a. The granting of a one-year extension to draft plan approval will only be considered by the Commissioner of Development Services upon receipt of a written request and payment of the extension fee a minimum of 25 working days prior to the scheduled date of lapsing. In the event that the request and fee is not submitted within that timeframe, an emergency extension fee may also be payable.
- b. Only one emergency extension of draft plan approval may be considered for each draft plan within a twelve (12) month period.

4.8 Peer Review Fees

- a. In conjunction with certain Type 1 and Type 2 Applications, peer review of specific studies and reports submitted in support of a development proposal may be required in order to complete and/or expedite the technical evaluation of such applications. Any requirement for peer review shall be at the discretion of the Commissioner of Development Services or designate;
- b. When peer review is determined to be required, the applicant shall be responsible for 100% of the costs incurred by the Corporation in obtaining such peer review; the applicant will be required to provide a deposit of \$5,000 per study requiring peer review prior to the application being deemed complete by the Town. Based on the actual costs of the peer review, the Town will either reimburse the applicant for excess deposit or invoice the applicant for additional peer review cost.
- c. The Corporation shall be responsible for and retain full control of the peer review including:
 - i. Preparation of the terms of reference;
 - ii. Selection of the required consultant(s); and
 - iii. Project management

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Advertising Fee (per required notice)	T	\$ 2,445.00	Jan 1, 2023	\$ 2,570.00	Jan 1, 2024	Cash, Cheque, & Debit
Administration Fee for Ontario Land Tribunal Appeal	E	\$ 349.00	Jan 1, 2023	\$ 367.00	Jan 1, 2024	Cash, Cheque, & Debit
Agreement Registration - Condominium	E	\$ 276.00	Jan 1, 2023	\$ 290.00	Jan 1, 2024	Cash, Cheque, & Debit
Agreement Registration - Subdivision	E	\$ 276.00	Jan 1, 2023	\$ 290.00	Jan 1, 2024	Cash, Cheque, & Debit
Annual processing fee for any planning application	E	\$ 3,283.00	Jan 1, 2023	\$ 3,451.00	Jan 1, 2024	Cash, Cheque, & Debit
Application for Communications Tower (on Town owned property)	E	\$ 7,024.00	Jan 1, 2023	\$ 7,383.00	Jan 1, 2024	Cash, Cheque, & Debit
Application for Communications Tower (on other property)	E	\$ 5,125.00	Jan 1, 2023	\$ 5,387.00	Jan 1, 2024	Cash, Cheque, & Debit
Cash in Lieu of Parking Agreement	E	\$ 2,649.00	Jan 1, 2023	\$ 2,784.00	Jan 1, 2024	Cash, Cheque, & Debit
Certificate of Occupancy/Zoning	E	\$ 140.00	Jan 1, 2023	\$ 147.00	Jan 1, 2024	Cash, Cheque, & Debit
Condominium Review	E	\$ 19,041.00	Jan 1, 2023	\$ 20,015.00	Jan 1, 2024	Cash, Cheque, & Debit
Condominium Conversion/Exemption	E	\$ 16,960.00	Jan 1, 2023	\$ 17,827.00	Jan 1, 2024	Cash, Cheque, & Debit
Consent to Sever - Type 1	E	\$ 7,809.00	Jan 1, 2023	\$ 8,208.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Consent to Sever - Type 2	E	\$ 5,922.00	Jan 1, 2023	\$ 6,225.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Ground mounted Solar Application Screening	E	\$ 938.00	Jan 1, 2023	\$ 986.00	Jan 1, 2024	Cash, Cheque, & Debit
Local Official Plan Amendment - Incomplete Application ⁴	E	\$ 456.00	Jan 1, 2023	\$ 477.00	Jan 1, 2024	Cash, Cheque, & Debit
Local Official Plan Amendment	E	\$ 47,036.00	Jan 1, 2023	\$ 49,442.00	Jan 1, 2024	Cash, Cheque, & Debit
Regional Official Plan Amendment	E	\$ 30,998.00	Jan 1, 2023	\$ 32,583.00	Jan 1, 2024	Cash, Cheque, & Debit
Major revision to planning application	E	50% of Base Application Fees plus additional unit fee/sq metre gfa fee(s) ¹	Jan 1, 2023	50% of Base Application Fees plus additional unit fee/sq metre gfa fee(s) ¹	Jan 1, 2024	Cash, Cheque, & Debit
Minor revision to planning application	E	15% of Base Application Fees plus additional unit/sq metre gfa fee(s) ¹	Jan 1, 2023	15% of Base Application Fees plus additional unit/sq metre gfa fee(s) ¹	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Minor Variance - Type 1 (Pools/Decks)	E	\$ 2,197.00	Jan 1, 2023	\$ 2,309.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Minor Variance - Type 2 (New Homes, Additions >75)	E	\$ 2,799.00	Jan 1, 2023	\$ 3,641.45	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Minor Variance - Type 3 (Commercial/Industrial)	E	\$ 9,386.00	Jan 1, 2023	\$ 9,866.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Municipal House Number Change	E	\$ 1,410.00	Jan 1, 2023	\$ 1,482.00	Jan 1, 2024	Cash, Cheque, & Debit
Part Lot Control Exemption - Base fee plus per unit fee	E	\$ 1,613.00	Jan 1, 2023	\$ 1,695.00	Jan 1, 2024	Cash, Cheque, & Debit
Per Unit fee	E	\$ 70.00	Jan 1, 2023	\$ 74.00	Jan 1, 2024	Cash, Cheque, & Debit
Part Lot Control - Subsequent or Extension by-law fee (inc. registration)	E	\$ 1,076.00	Jan 1, 2023	\$ 1,131.00	Jan 1, 2024	Cash, Cheque, & Debit
Pre-Consultation Fee	E	\$ 371.00	Jan 1, 2023	\$ 390.00	Jan 1, 2024	Cash, Cheque, & Debit
Property Information Request - Planning	E	\$ 1,484.00	Jan 1, 2023	\$ 1,560.00	Jan 1, 2024	Cash, Cheque, & Debit
Property Information Request - Building	E	\$ 358.00	Jan 1, 2023	\$ 376.00	Jan 1, 2024	Cash, Cheque, & Debit
Remove Holdings	E	\$ 4,049.00	Jan 1, 2023	\$ 4,256.00	Jan 1, 2024	Cash, Cheque, & Debit
Sign Variance	E	\$ 4,291.00	Jan 1, 2023	\$ 4,510.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Agreement Fee	E	\$ 1,897.00	Jan 1, 2023	\$ 1,994.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Agreement Fee (Character Area)	E	\$ 276.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Site Plan Application - Property Title Search Fee	E	\$ 212.00	Jan 1, 2023	\$ 223.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Application - Legal Fees	E	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Inspection Fee	E	\$ 1,101.00	Jan 1, 2023	\$ 1,157.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Application - Incomplete Application Fee ⁴	E	\$ 177.67	Jan 1, 2023	\$ 184.71	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Non-Residential Base Fee	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Non-Residential fee per hectare up to a max of 10 hectares per application (rounded to nearest 1/4 hectare)	E	\$ 22,713.00	Jan 1, 2023	\$ 23,875.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Residential Base Fee plus per unit fee	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 2-25	E	\$ 574.00	Jan 1, 2023	\$ 603.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 196.00	Jan 1, 2023	\$ 206.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 160.00	Jan 1, 2023	\$ 168.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Residential Base Fee (Character Area)	E	\$ 985.00	Jan 1, 2023	Discontinued	Jul 18, 2023	Cash, Cheque, & Debit
Site Plan Approval - Extension	E	\$ 1,412.00	Jan 1, 2023	\$ 1,484.00	Jan 1, 2024	Cash, Cheque, & Debit
Site Plan Approval - Mixed Use Base Fee plus variable fee (per residential unit or per sq.m. of non-residential GFA)	E	\$ 13,767.00	Jan 1, 2023	\$ 14,471.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 2-25	E	\$ 248.00	Jan 1, 2023	\$ 261.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 85.00	Jan 1, 2023	\$ 89.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 69.00	Jan 1, 2023	\$ 73.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 2.99	Jan 1, 2023	\$ 3.00	Jan 1, 2024	Cash, Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Partial Site Plan Approval Application (percentage of base fee)	E	15% of Current Application Fees	Jan 1, 2023	15% of Current Application Fees	Jan 1, 2024	Cash, Cheque, & Debit
Aggregate Extraction Applications	E	\$ 102,961.00	Jan 1, 2023	\$ 108,227.00	Jan 1, 2024	Cash, Cheque, & Debit
MOE/MNR Permit Application Bordering Municipality	E	\$ 44,438.00	Jan 1, 2023	\$ 46,711.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Committee of Adjustment Meeting	E	\$ 2,268.00	Jan 1, 2023	\$ 2,384.00	Jan 1, 2024	Cash, Cheque, & Debit
Special Research/Information Request (PD) (per hour)	E	\$ 257.00	Jan 1, 2023	\$ 270.00	Jan 1, 2024	Cash, Cheque, & Debit
Subdivision Deeming	E	\$ 2,689.00	Jan 1, 2023	\$ 2,827.00	Jan 1, 2024	Cash, Cheque, & Debit
Swimming Pool Fence Enclosure	E	\$ 198.00	Jan 1, 2023	\$ 208.00	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Use By-law Amendment - Type 1	E	\$ 18,539.00	Jan 1, 2023	\$ 19,487.00	Jan 1, 2024	Cash, Cheque, & Debit
Temporary Use By-law - Extension	E	\$ 6,257.00	Jan 1, 2023	\$ 6,577.00	Jan 1, 2024	Cash, Cheque, & Debit
Tertiary Plan Fee	E	\$ 129,173.00	Jan 1, 2023	\$ 135,779.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision-Incomplete Application Fee ⁴	E	\$ 577.60	Jan 1, 2023	\$ 605.09	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Base fee plus per unit fee	E	\$ 53,760.00	Jan 1, 2023	\$ 56,509.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 0-25	E	\$ 436.00	Jan 1, 2023	\$ 458.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 259.00	Jan 1, 2023	\$ 272.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 121.00	Jan 1, 2023	\$ 127.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 1.44	Jan 1, 2023	\$ 1.51	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Subsequent Phase of D.P.A. or	E	\$ 34,959.00	Jan 1, 2023	\$ 36,747.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Condo / Subdivision Review - Request for Extension to Draft	E	\$ 3,428.00	Jan 1, 2023	\$ 3,603.00	Jan 1, 2024	Cash, Cheque, & Debit
Vacant Land Rev-Emergency Extension fee	E	\$ 1,473.00	Jan 1, 2023	\$ 1,548.00	Jan 1, 2024	Cash, Cheque, & Debit
Zoning By-law Amendment- Incomplete Application ⁴	E	\$ 333.00	Jan 1, 2023	\$ 348.00	Jan 1, 2024	Cash, Cheque, & Debit
Zoning By-law Amendment- Base fee plus per unit fee	E	\$ 24,361.00	Jan 1, 2023	\$ 25,607.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 0-25	E	\$ 577.00	Jan 1, 2023	\$ 607.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 26-100	E	\$ 344.00	Jan 1, 2023	\$ 362.00	Jan 1, 2024	Cash, Cheque, & Debit
Units 100+	E	\$ 208.00	Jan 1, 2023	\$ 219.00	Jan 1, 2024	Cash, Cheque, & Debit
Per square metre of GFA	E	\$ 2.36	Jan 1, 2023	\$ 2.48	Jan 1, 2024	Cash, Cheque, & Debit
PARKING						
Cash in Lieu of Parking (per space)	E	\$ 10,145.47	Jan 1, 2023	\$ 10,664.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Cash in Lieu of Parking Application Fee	E	\$ 4,083.00	Jan 1, 2023	\$ 4,292.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
DAMAGE AND DEBRIS SECURITIES						
Inground Pools or garages on residential lot	E	\$ 300.00	Jan 1, 2023	\$ 300.00	Jan 1, 2024	Cash, Certified Cheque, & Debit

**TABLE 'K-1' OF SCHEDULE 'K' TO BY-LAW NO. 058-2023
PLANNING SERVICES**

**TOWN OF MILTON
RATES AND FEES
PLANNING & DEVELOPMENT DEPARTMENT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
PLANS, MAPS, AND STUDIES						
CD copy of study or plan	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Draft Subwatershed Update Study	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Official Plan (2001)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Colour Schedules and Maps (11" x 17")	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Colour Schedules and Maps (24" x 36")	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Retail Commercial Strategy Study	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan - Schedules - 11" x 17"	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Secondary Plan - Schedules (letter)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Zoning By-law	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Building Plans - dependant on drawing size ^{2,3}	T	\$108.34 + Actual Cost	Jan 1, 2023	\$113.88 + Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

**** All agreement fees are also subject to disbursements.**

NOTES:

1. Additional unit fee(s) and square metre of gfa fee(s) represent the per unit fee(s) and/or square metre of gfa fee(s) for any additional units or gfa not included in the original application.
2. Staff time and actual printing costs: Up to 11x17 in size, photocopy fees on Table N-1 of Schedule N apply. Larger than 11x17 in size, external printing fees apply.
3. Additional fees may apply for offsite file retrieval
4. Includes Payment Issuance Fee from Table N-1 of Schedule N of the By-Law.

SCHEDULE 'L' TO BY-LAW NO. 058-2023
Development Agreements

In addition to the other clauses of this By-law, the following paragraphs also apply to Development Agreement fees as defined in this By-law:

1. **THAT** *development agreements* is defined as an executed agreement between a landowner and the Town and includes, but is not limited to,
 - a) a condominium agreement
 - b) a site plan agreement
 - c) a pre-servicing agreement
 - d) a subdivision agreement
 - e) a servicing agreement
2. **THAT** *estimated value of construction costs* is defined as the cost estimate of works to be designed, constructed or carried out by a landowner, or his/her designate, in accordance with Town standards and itemized in the development agreement. The works will include temporary and permanent infrastructure for both on-site and off-site works.
3. **THAT** the following definitions and guidelines will apply to fees and charges identified in Table 'L-1' to Schedule 'L':

a) Engineering & Inspection Fees

- i. Fee is calculated by multiplying the total estimated value of construction costs by the applicable fee percentage;
- ii. To be paid at the time of execution of the development agreement;
- iii. Where a pre-servicing agreement has been previously executed, the fee will be recalculated using the revised total estimated value of construction costs (which includes the pre-servicing works plus additional works required in new development agreement) and the fee paid under the pre-servicing agreement will be deducted from the amount payable.
- iv. In the event the development does not proceed and the development agreement and underlying planning application process is closed, the Town will refund any unexpended Engineering and Inspection Fees; provided no works have commenced on the development site.

b) Legal

- i. The fee is a minimum, non-refundable amount;
- ii. If actual legal costs exceed the amount collected in the development agreement, the Town will invoice the incremental legal costs.

c) Per Unit Processing Fees:

- i. In the event of cancellation of the development agreement, the per unit processing fees will be retained by the Town to cover the costs of non-planning staff time expended supporting the development agreement.

d) Traffic Lights

- i. Invoiced annually based on the number of signalized intersections identified in the development agreement;
- ii. Annual invoices will be prorated as necessary using the date the signal(s) become(s) operational and/or the assumption of the development.

e) Winter Maintenance

- i. Roadway
 - Invoiced annually for all roads within or external to but required for a development, as identified in the development agreement, commencing on:
 - The date of first occupancy for residential development; or
 - The first day that winter maintenance services are provided for non-residential development.
 - Initial invoice will be prorated over the *winter season*.
- ii. Sidewalks and Multi-Use Paths
 - Invoiced annually for all sidewalks and multi-use paths within or external to but required for a development for which the Town provides winter maintenance services commencing on the first day that winter maintenance services are provided;
 - Initial invoice will be prorated over the *winter season* from the date winter maintenance services are first provided.
- iii. Final invoice will be prorated over the *winter season* to the date the Town assumes the road and/or sidewalk/multi-use path;
- iv. *Winter season* is defined as January 1 to April 15 and November 15 to December 31 of every year.

f) Streetlights

- i. Invoiced annually based on the number of streetlights identified in the development agreement commencing on the date of the development agreement; except for Streetlight Maintenance fees which will commence on the one-year anniversary of the development agreement as streetlights are under warranty for a period of one year.

- ii. Annual invoices will be prorated as necessary using the date of the development agreement and/or the assumption of the development.

**TABLE 'L-1' OF SCHEDULE 'L' TO BY-LAW NO. 058-2023
DEVELOPMENT**

**TOWN OF MILTON
RATES AND FEES
DEVELOPMENT AGREEMENTS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
DAMAGE/DEBRIS AND LOT GRADING SECURITIES						
Damage/Debris Deposit - units within an unassumed development	E	\$1,000 per 100 units	Jan 1, 2023	\$1,000 per 100 units	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Lot Grading Security - units within an unassumed development	E	\$100 per unit	Jan 1, 2023	\$100 per unit	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Administration Fee	T	10% of unclaimed deposit after six years	Jan 1, 2023	10% of unclaimed deposit after six years	Jan 1, 2024	Cash, Certified Payment & Debit
ENGINEERING & INSPECTION FEES						
Total estimated value of construction costs						
up to \$249,999	T	13% or \$6,000 whichever is greater	Jan 1, 2023	13% or \$6,000 whichever is greater	Jan 1, 2024	Cash, Debit & Certified Payment
between \$250,000 to \$499,999	T	9.00%	Jan 1, 2023	9.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$500,000 to \$749,999	T	8.00%	Jan 1, 2023	8.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$750,000 to \$1,499,999	T	8.00%	Jan 1, 2023	8.00%	Jan 1, 2024	Cash, Debit & Certified Payment
between \$1,500,000 to \$4,999,999	T	7.00%	Jan 1, 2023	7.00%	Jan 1, 2024	Cash, Debit & Certified Payment
\$5,000,000 and greater	T	5.00%	Jan 1, 2023	5.00%	Jan 1, 2024	Cash, Debit & Certified Payment
Condominium Developments	T	2.50% or \$6,000 whichever is greater	Jan 1, 2023	2.50% or \$6,000 whichever is greater	Jan 1, 2024	Cash, Debit & Certified Payment
AGREEMENT LEGAL FEES						
Per agreement	E	\$9,000 or actual cost if greater	Jan 1, 2023	\$9,000 or actual cost if greater	Jan 1, 2024	Cash, Debit & Certified Payment
MODEL HOMES						
Deposit per model home	E	\$ 10,000.00	Jan 1, 2023	\$ 10,000.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
PER UNIT PROCESSING FEE						
Admin fee for non-planning staff reviews	E	\$ 553.00	Jan 1, 2023	\$ 486.00	Jan 1, 2024	Cash, Debit & Certified Payment
PERPETUAL MAINTENANCE FEES						
TBD prior to execution of development agreement to provide for long-term maintenance of works which will be assumed by the Town and are beyond Town Standards (i.e. enhanced stormwater management, fencing, landscaping and/or streetscape structures)	E	100% of construction cost	Jan 1, 2023	100% of construction cost	Jan 1, 2024	Cash, Debit & Certified Payment

**TABLE 'L-1' OF SCHEDULE 'L' TO BY-LAW NO. 058-2023
DEVELOPMENT**

**TOWN OF MILTON
RATES AND FEES
DEVELOPMENT AGREEMENTS**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
SECURITY DEPOSIT						
Subdivision Agreement: Roads, sidewalks, site work/storm sewers/street lighting/drainage and erosion control/landscaping	E	100% of estimated value of construction costs	Jan 1, 2023	100% of estimated value of construction costs	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Site Plan Agreement	E	100% of estimated value of construction costs for SWM, landscape and off-site works; 50% of estimated value of construction costs for on-site works	Jan 1, 2023	100% of estimated value of construction costs for SWM, landscape and off-site works; 50% of estimated value of construction costs for on-site works	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Pre-servicing agreements	E	10% of estimated value of on-site construction costs and 100% of estimated value of off-site construction costs	Jan 1, 2023	10% of estimated value of on-site construction costs and 100% of estimated value of off-site construction costs	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Stormpond Clearing Security Deposit	E	\$ 120,000.00	Jan 1, 2023	\$ 120,000.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
Piling and Shoring Security Deposit (per sq.m)	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Debit, Certified Payment & Letter of Credit
TRAFFIC LIGHTS						
Traffic Lights (per signalized intersection, per year)	T	\$ 5,894.57	Jan 1, 2023	\$ 6,196.00	Jan 1, 2024	Cash, Cheque, & Debit
PARKLAND MAINTENANCE						
Parkland Maintenance (prior to Subdivision Assumption)	E	Actual Cost plus 10%	Jan 1, 2023	Actual Cost plus 10%	Jan 1, 2024	Cash, Cheque, & Debit
WINTER MAINTENANCE						
Roadway - per lane km	E	\$ 3,615.52	Jan 1, 2023	\$ 3,800.43	Jan 1, 2024	Cash, Cheque, & Debit
Sidewalk/Multi-Use Path - per km	E	\$ 1,209.32	Jan 1, 2023	\$ 1,271.17	Jan 1, 2024	Cash, Cheque, & Debit
STREETLIGHTS (per streetlight)						
Hydro Power	T	\$ 118.89	Jan 1, 2023	\$ 124.59	Jan 1, 2024	Cash, Cheque, & Debit
Maintenance	T	\$ 17.12	Jan 1, 2023	\$ 17.52	Jan 1, 2024	Cash, Cheque, & Debit

SCHEDULE 'M' TO BY-LAW NO. 058-2023
Transit

In addition to the other clauses of this By-law, the following paragraph also applies to Milton Transit fares as defined in this By-law:

1. **THAT** the Director, Transit Services or designate, in consultation with the Chief Financial Officer/Treasurer or designate, be authorized to implement promotional fares as per the Milton Transit Fare Policy, as a mechanism to support ridership recovery campaigns, where applicable.

**TABLE 'M-1' OF SCHEDULE 'M' TO BY-LAW NO. 058-2023
TRANSIT**

**TOWN OF MILTON
RATES AND FEES
TRANSIT**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
CONVENTIONAL, SPECIALIZED AND ONDEMAND TRANSIT						
Adult (20-64 years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Adult (20-64 years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 32.00	Jan 1, 2023	\$ 34.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Adult (20-64 years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 85.00	Jan 1, 2023	\$ 91.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Senior (65+ years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Senior (65+ years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 22.00	Jan 1, 2023	\$ 23.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Senior (65+ years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 54.00	Jan 1, 2023	\$ 57.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Youth (13-19 years): Cash Fare per Trip	E	\$ 4.00	Jan 1, 2023	\$ 4.25	Jan 1, 2024	Exact Cash upon boarding
Youth (13-19 years): Book of 10-trip Tickets Paper or E-Tickets	E	\$ 23.00	Jan 1, 2023	\$ 25.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Youth (13-19 years): Monthly Pass (unlimited trips during month indicated on pass)	E	\$ 63.00	Jan 1, 2023	\$ 68.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
GO TRANSIT FARE INTEGRATION						
Universal (all ages): Fare per Trip (as per program guidelines)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
TRANSIT - OTHER						
Post Secondary Semester Pass (Full Time Enrollment)	E			\$ 273.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card, purchase only
Child (12 years and under): With fare paying passenger	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
CNIB Card Holder (all ages with photo ID)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
Support Person (with a fare paying passenger): As per Accessibility for Ontarians with Disabilities Act (AODA)	E	Free	Jan 1, 2023	Free	Jan 1, 2024	N/A
Life Skills - Transit Travel Training Program (Halton Catholic District School Board and Halton District School Board): as per program guidelines and eligibility)	E	50% Youth Concession Fare	Jan 1, 2023	50% Youth Concession Fare	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Charter Service Fee per hour (as per program guidelines)	T	\$ 145.00	Jan 1, 2023	\$ 155.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card

NOTES:

Policies:

A. Universal Transfer Policy: valid for multi-directional travel within a two (2) hour time window upon issuance. Stopovers and return trips permitted (effective Sep 1, 2020).

B. GO Transit Fare Integration: requires valid PRESTO card, GO Single-Ride Ticket or GO Day Pass presented upon boarding, including identification of eligible origin and/or destination as per program guidelines.

SCHEDULE 'N' TO BY-LAW NO. 058-2023
Town-Wide

In addition to the other clauses of this By-law, the following paragraphs also apply to Town-Wide fees as defined in this By-law:

1. **THAT** the Payment Issuance Fee as prescribed in Table 'N-1' be imposed on gross refunds greater than \$100 under the following circumstances:
 - a. Program Refunds;
 - b. Refunds of Overpayment of Accounts;
 - c. Stale-dated cheques;
 - d. Lost or stolen cheques; and
 - e. Payments made in error.
2. **THAT** the Director, Recreation & Culture, or designate, be authorized to waive the Payment Issuance Fee for Program Refunds, as appropriate, and the Chief Financial Officer/Treasurer or designate be authorized to waive the Payment Issuance Fee for all other areas.
3. **THAT** the Dishonoured Payment Fee will be applied when payments in any form (cheque, electronically, preauthorized) are returned by the financial institution for the following reasons:
 - i. Non-Sufficient Funds
 - ii. Stop Payment
 - iii. Account Closed
 - iv. Cannot Trace
 - v. No Chequing Privilege
 - vi. Not Eligible for Clearing
 - vii. Require Guarantor Endorsement
 - viii. Funds not Cleared
 - ix. Forged/Counterfeit
 - x. PTP Payor Refused
 - xi. Bank marked as Other
4. **THAT** the fees in this schedule may be waived in cases of error on the part of the Town or otherwise determined at the sole discretion of the Chief Financial Officer/Treasurer or designate.
5. **THAT** where chargeback recovery is subject to a settlement process, the existing authorities that have been delegated by Council to the Town's Risk Management staff will take precedence and Risk Management staff will have discretion as to the application (or not) of the related fees and charges.

**TABLE 'N-1' OF SCHEDULE 'N' TO BY-LAW NO. 058-2023
TOWN WIDE SERVICES**

**TOWN OF MILTON
RATES AND FEES
TOWN WIDE GOODS & SERVICES**

Description	HST Status (T = Taxable) (E = Exempt)	Fee (Excl. HST)	Effective From	Fee (Excl. HST)	Effective From	Acceptable Methods of Payment
Chargeback Administration Fee	T	10% of Chargeback	Jan 1, 2023	10% of Chargeback	Jan 1, 2024	Cash, Cheque, & Debit
Payment Issuance Fee	E	\$ 40.00	Jan 1, 2023	\$ 40.00	Jan 1, 2024	Automatic Deduction from Payment
Documents (courier cost and retrieval)	T	Actual Cost	Jan 1, 2023	Actual Cost	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Dishonoured Payment	E	\$ 50.00	Jan 1, 2023	\$ 50.00	Jan 1, 2024	Cash, Certified Cheque, & Debit
Photocopies (per page)	T	\$ 0.57	Jan 1, 2023	\$ 0.57	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Standard Agreements (with template) - related to real property, tax rolls and subdivisions (i.e. Access to Private Property via Town owned lands Agreement)	E	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Standard Agreements (with template) - Other	T	\$ 536.00	Jan 1, 2023	\$ 563.00	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Request from off-site storage	T	Actual cost + \$76	Jan 1, 2023	Actual cost + \$80	Jan 1, 2024	Cash, Cheque, Debit, & Credit Card
Preparation of Non-Standard Agreements ¹	E	\$ 8,703.00	Jan 1, 2023	\$ 9,148.00	Jan 1, 2024	Cash, Cheque, & Debit
Subpoena Fee (per hour) - related to tax sale, property deeds, subdivisions	E	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit
Subpoena Fee (per hour) - Other	T	100% of cost	Jan 1, 2023	100% of cost	Jan 1, 2024	Cash, Cheque, & Debit

NOTES:

1. Applies to agreements such as servicing agreements related to roads, construction of public infrastructure that fall outside the subdivision process, cost sharing of municipal servicing, advancing capital works etc.

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 059-2023

BEING A BY-LAW TO AMEND BY-LAW NO. 1984-1, AS AMENDED, BEING A BY-LAW TO REGULATE TRAFFIC AND PARKING ON HIGHWAYS UNDER THE JURISDICTION OF THE TOWN OF MILTON

WHEREAS the Council of the Corporation of the Town of Milton deems it expedient to amend By-law No. 1984-1, as amended, being a By-law to regulate traffic and parking on highways under the jurisdiction of the Town of Milton;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. **THAT** Schedule 3, Section 5 (4)(b) – NO PARKING FOR RESTRICTED TIMES – SIGNS ON DISPLAY to By-law No. 1984-1 is amended as described in Schedule “1” to this By-law;
2. **THAT** Schedule 16, Section 9 (1)(a) – U-TURNS – SIGNS ON DISPLAY to By-law No. 1984-1 is as amended as described in Schedule “2” to this By-law;
3. **THAT** Schedule 23, Section 12 (1) – RATES OF SPEED – SIGNS ON DISPLAY to By-law No. 1984-1 is as amended as described in Schedule “3” to this By-law;
4. **THAT** Schedule 31, SECTION 4(1) 7(a) – COMMUNITY SAFETY ZONES – SIGNS ON DISPLAY to By-law No. 1984-1 is as amended as described in Schedule “4” to this By-law;
5. **AND THAT** this By-law shall come into full force and effect when the appropriate signs have been erected and are on display.
6. **AND FURTHER THAT** all other provisions of By-law No. 1984-1, as amended, remain in full force and effect.

PASSED IN OPEN COUNCIL ON JULY 17, 2023.

Gordon A. Krantz Mayor

Meaghan Reid Town Clerk

Schedule “1” To By-Law No. 059-2023

**SCHEDULE “3”
NON-CONNECTING LINK
SECTION 5(4)(b)
NO PARKING FOR RESTRICTED TIMES – SIGNS ON DISPLAY**

TO BE DELETED

Column 1 Highway(s)	Column 2 Location From	Column 3 Location To	Column 4 Side(s)	Column 5 Time(s) or Day(s)
Cartmer Way	A point 5m south of Weller Crossing	A point 45m southerly thereof	West	7:00 a.m. – 8:00 a.m. and 2:30 p.m. – 3:30 p.m., Monday – Friday, September 1 – June 30

Schedule “2” To By-Law No. 059-2023

**SCHEDULE “16”
NON-CONNECTING LINK
SECTION 9(1)(A)
U-TURNS – SIGNS ON DISPLAY**

TO BE ADDED

Column 1 Highway(s)	Column 2 Direction Traveling From
Farmstead Drive between Louis St Laurent Avenue and Duignan Crescent	Northbound and Southbound

Schedule “3” To By-Law No. 059-2023

**SCHEDULE “23”
NON-CONNECTING LINK
SECTION 12(1)
RATES OF SPEED - SIGNS ON DISPLAY**

TO BE ADDED

Column 1 Highway(s)	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit
Main Street East	Martin Street	James Street	40 km/h between May 30, 2023 and October 31, 2023

Schedule “4” To By-Law No. 059-2023

**SCHEDULE “31”
NON-CONNECTING LINK
SECTION 4(1) 7(a)
COMMUNITY SAFETY ZONES – SIGNS ON DISPLAY**

TO BE ADDED

Column 1 Highway (s)	Column 2 Location From	Column 3 Location To
Louis St Laurent Avenue	Tremaine Road	James Snow Parkway
Trudeau Drive	Louis St Laurent Avenue	James Snow Parkway
Ferguson Drive	Louis St Laurent Avenue	Derry Road

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 060-2023

BEING A BY-LAW TO EXEMPT CERTAIN LANDS FROM PART LOT CONTROL PURSUANT TO SECTION 50 (7) OF THE *PLANNING ACT*, IN RESPECT OF LANDS DESCRIBED AS BLOCKS 80, 81 and 82 on R.P. 20M-1242 IN THE TOWN OF MILTON, REGIONAL MUNICIPALITY OF HALTON (PONY PINES DEVELOPMENT INC.) – FILE PLC-02/23

WHEREAS Section 50 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, provides that no person shall convey part of any lot within a Plan of Subdivision;

AND WHEREAS Section 50(7) of the *Planning Act* provides for a Council to designate by by-law that Section 50 does not apply to certain lands within a registered plan of subdivision;

AND WHEREAS the Council of the Corporation of the Town of Milton deems it advisable to enact such a by-law to exempt Blocks 80, 81 and 82; R.P. 20M-1242, from those provisions of the *Planning Act* dealing with part lot control;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. **THAT** Subsection 5 of Section 50 of the *Planning Act* does not apply to lands described as exempt Blocks 80, 81 and 82; R.P. 20M-1242, and more particularly described in Schedule 'A' attached hereto and forming part of this by-law for the purpose of creating nineteen (19) townhouse units.
2. **THAT** notwithstanding Section 1 of this by-law, this by-law shall expire 365 days from the passing thereof unless the Council of the Corporation of the Town of Milton has provided an extension by amendment to this by-law prior to its expiry.

PASSED IN OPEN COUNCIL ON JULY 17, 2023.

Gordon A. Krantz Mayor

Meaghen Reid Town Clerk

SCHEDULE 'A' TO BY-LAW NO. 060-2023

Legal Description

ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the Town of Milton, in the Regional Municipality of Halton in the Province of Ontario and comprising Blocks 80, 81 and 82 on R.P. 20M-1242, and being more particularly described as follows:

All of Block 80, Registered Plan 20M-1242, designated as Parts 1 to 12 inclusive, on Reference Plan 20R-22407.

All of Block 81, Registered Plan 20M-1242, designated as Parts 13 to 24 inclusive, on Reference Plan 20R-22407.

All of Block 82, Registered Plan 20M-1242, designated as Parts 25 to 38 inclusive, on Reference Plan 20R-22407.

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 061-2023

BEING A BY-LAW TO AMEND THE TOWN OF MILTON COMPREHENSIVE ZONING BY-LAW 016-2014, AS AMENDED, PURSUANT TO SECTION 34 OF THE *PLANNING ACT* IN RESPECT OF THE LANDS DESCRIBED AS PART OF LOT 10, CONCESSION 4, FORMER GEOGRAPHIC TOWNSHIP OF TRAFALGAR, TOWN OF MILTON, REGIONAL MUNICIPALITY OF HALTON (QUADSPRING INC.) – TOWN FILE: Z-01/22

WHEREAS the Council of the Corporation of the Town of Milton deems it appropriate to amend Comprehensive Zoning By-law 016-2014, as amended;

AND WHEREAS the Town of Milton Official Plan provides for the lands affected by this by-law to be zoned as set forth in this by-law;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

- 1.0 THAT** Schedule A to Comprehensive Zoning By-law 016-2014, as amended, is hereby further amended by changing the existing Future Development (FD) Zone to a Local Commercial (C3*338) Zone to allow for the construction of a proposed two-storey Day Care Centre on the land shown on Schedule A attached hereto.
- 2.0 THAT** Section 13.1 is amended by adding Section 13.1.1.338 to read as follows: Notwithstanding any provisions to the By-law to the contrary, for lands zoned Local Commercial (C3*338) Zone the following provisions also apply:
 - A. Special Site Provisions:
 - 1) For the purposes of this by-law, the definition of 'Gross Floor Area' shall not include the porches;
 - 2) Maximum Lot Area shall be 8,300 square metres;
 - 3) Maximum Front Yard setback shall be 77.0 metres for Building A;
 - 4) Minimum Interior Side Yard shall be 3.0 metres;
 - 5) Minimum Rear Yard setback to any use, including an outdoor play area associated with a Day Care Centre use, shall be 3.0 metres;
 - 6) Restaurant Patio shall be located a minimum of 0.6 metres from any lot line;
 - 7) Maximum Building Gross Floor Area for Individual Buildings shall be 2,000 square metres;
 - 8) Maximum Building Gross Floor Area for all Buildings combined on site shall be 2,950.00 square metres.

- 9) Minimum parking required for all permitted uses on site shall be provided at a rate of 1 space / 23.5 square metres of Gross Floor Area;
- 10) No loading area is required for Building "A";
- 11) Deep collection waste disposal container(s) shall be located no closer than 0.10 metres from a Building or Parking Area;
- 12) Loading Area may be setback 0.0 metres from a Building.
- 13) Notwithstanding anything to the contrary, the following shall apply to
 - a. The only permitted use shall be a Day Care Centre use.
- 14) Notwithstanding anything to the contrary, the following shall apply to Building "B":
 - a. The maximum Gross Floor Area of the entire building shall not exceed 930 square metres;
 - b. The maximum Gross Floor Area associated with a Restaurant and Restaurant Take-Out use shall not exceed 250 square metres of the entire building;
 - c. The maximum Gross Floor Area associated with a Medical Clinic use shall not exceed 250 square metres of the entire building.

B. Notwithstanding Section 7.1 Table 7B, the following use shall be prohibited:

- 1) Drive-Through Service Facility

3.0 If no appeal is filed pursuant to Section 34(19) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, or if an appeal is filed and the Ontario Land Tribunal/OLT dismisses the appeal, this by-law shall come into force on the day of its passing. If the Ontario Land Tribunal/OLT amends the by-law pursuant to Section 34 (26) of the *Planning Act*, as amended, the part or parts so amended come into force upon the day the Tribunal's Order is issued directing the amendment or amendments.

PASSED IN OPEN COUNCIL ON JULY 17, 2023.

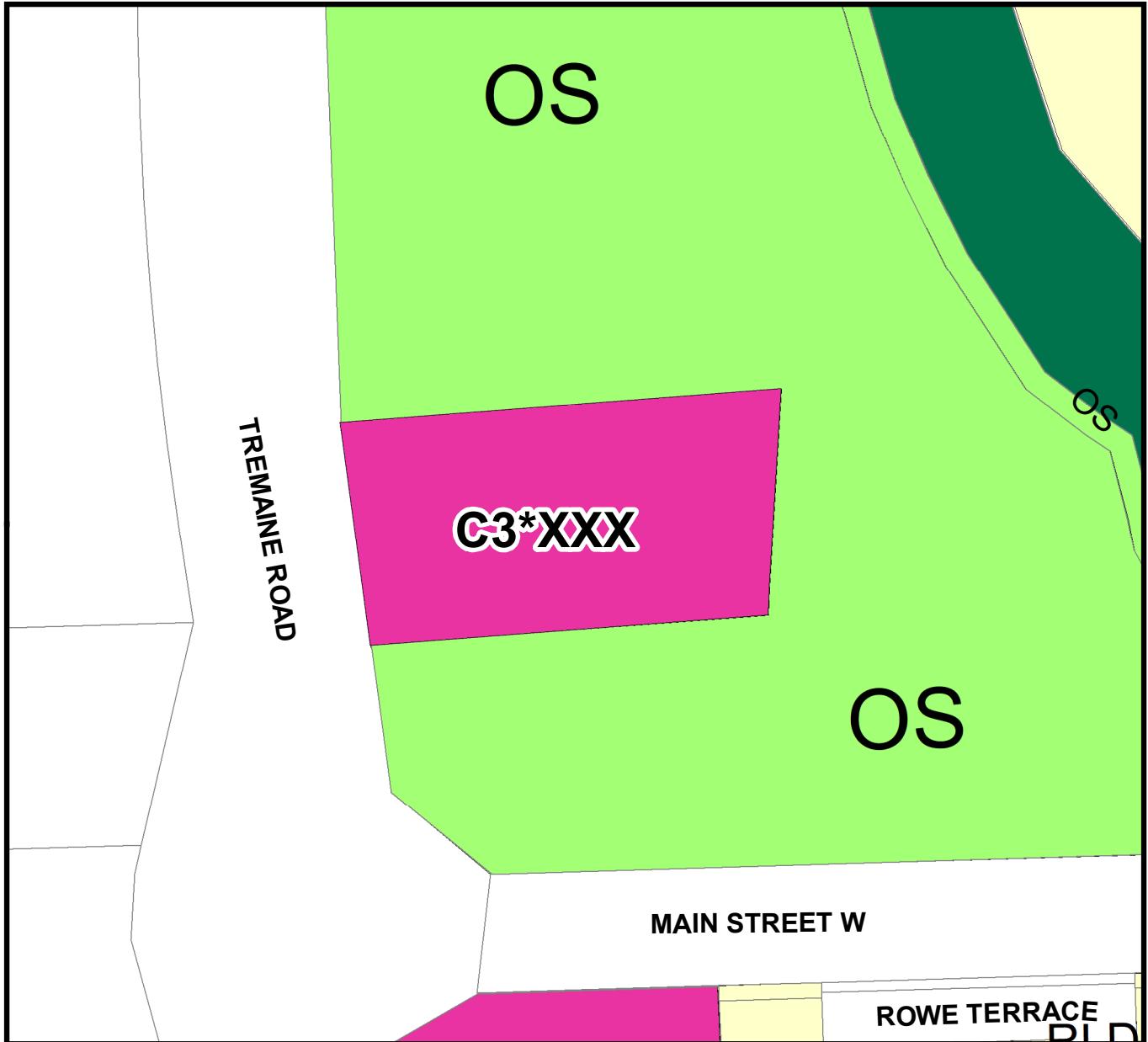
Gordon Krantz Mayor

Meaghan Reid Clerk

SCHEDULE A
TO BY-LAW No. 061-2023
TOWN OF MILTON

PART LOT 13 CONCESSION 1 TRAFALGAR NEW SURVEY

Town of Milton



THIS IS SCHEDULE A
TO BY-LAW NO. 061-2023 PASSED
THIS 17th DAY OF JULY, 2023.

 **C3*338 - Local Commercial Zone
Special**

MAYOR - Gordon A. Krantz

CLERK- Meaghen Reid

ONTARIO BUILDING CODE DATA MATRIX PART 3 BUILDING MATERIAL										BUILDING CODE REFERENCE
107	PROJECT TYPE	<input type="checkbox"/> NEW <input type="checkbox"/> EXISTING OR RECONSTRUCTION	<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL	<input type="checkbox"/> REVISION <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION						BC 1.1.3
108	MAJOR EQUIPMENT CLASSIFICATION	DISPOSITION: ONE STORY STEEL FRAME JOINT TYPE: <input type="checkbox"/> RIGID <input type="checkbox"/> SEMI-RIGID <input type="checkbox"/> FLEXIBLE								BC 2.2.1(2)
109	SEISMICITY GROUP	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D	<input type="checkbox"/> YES <input type="checkbox"/> NO							2.2.2.7
110	Building Category	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	BC 1.4.1.1	
111	CROSS SECTION	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	BC 1.4.1.2	
112	MECHANICAL LOAD	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	RESIDENTIAL BUILDING B BUILDING C BUILDING D	2.2.1.1	
113	Building Type	TOTAL								
114	Building Type	1. STORY ABOVE GROUND								BC 1.4.1.1 & 2.1.1.1
115	Building Type	1. STORY BELOW GROUND								2.2.1
116	Building Type	<input type="checkbox"/> YES <input type="checkbox"/> NO								2.2.1.2 & 2.2.1.3
117	Building Type	DISPOSITION: E								2.2.1.2.2.1
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346	Building 									

SKETCH ILLUSTRATING TOPOGRAPHIC FEATURES OF
PART OF LOT 13, CONCESSION 1
NEW SURVEY
(GEORGIAN TOWNSHIP OF TRAFALGAR)
TOWN OF MILTON
REGIONAL MUNICIPALITY OF HALTON
J.D. BARNES LIMITED

8	MAY24.23	GENERAL REVISIONS AS PER CITY COMMENTS		RA
7	APR.26.23	GENERAL REVISIONS AS PER CLIENT'S REQUEST		RA
6	MAR30.23	GENERAL REVISIONS AS PER CITY COMMENTS		RA
5	JAN.31.23	GENERAL REVISIONS AS PER CITY COMMENTS		RA
4	JULY25.22	GENERAL REVISIONS AS PER CITY COMMENTS		RA
3	JUNE14.22	GENERAL REVISIONS AS PER CITY COMMENTS		RA
2	JUNE01.22	GENERAL REVISIONS AS PER CITY COMMENTS		RA
1	MAY16.22	GENERAL REVISIONS AS PER CITY COMMENTS		RA
NO.	DATE	REVISIONS		BY

DRAWING ISSUE		
DATE	PARTICULARS	BY
	Issued for Design Approval	
JAN.04.22	Issued for Site Plan Approval	ET
	Issued for Pricing and Budgeting	
	Issued for Building Permit	
	Issued for Tendering	
	Issued for Construction	
	Issued for Record Set of Drawgs.	

This drawing, as an instrument of service, is provided by and is the property of VenchiArchiTutti Architect Inc. The contractor must verify and accept responsibility for all dimensions and conditions on site and must notify VenchiArchiTutti Architect Inc. of any variations from the supplied information.

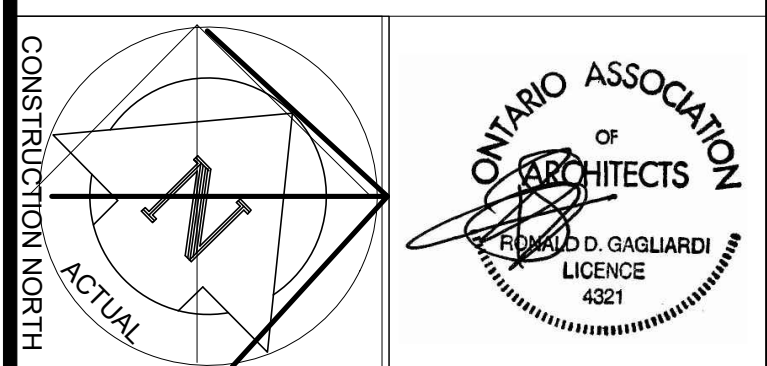
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Construction must conform to all applicable codes and requirements of authorities having jurisdiction. This drawing is not to be scaled.

VenchiArchiTutti Architect Inc. is not responsible for any environmental conditions, geotechnical conditions or any pollutants found on site

All architectural symbols indicated are graphic representations only.

This drawing is not to be used for construction purposes until the architectural seal is signed by the Architect of Record



VGA Venchiarutti Gagliardi Architect Inc.
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PROJECT

PROPOSED
DEVELOPMENT

7419 TREMAINE ROAD
MILTON, ONTARIO

DRAWING NAME
SITE PLAN

SCALE 1:200	DATE OF DWG. MAY25,2023	PROJECT NO. 21034
DRAWN BY RA	SHEET NO. A-100	
CHKD BY ET	W/21034 - 7413 Terminal Road (Millroy)2 Drawings(2 S.1. Architectural/SPA/223005.25.23	



THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 062-2023

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF DOCUMENTS

WHEREAS pursuant to section 2(5) subsection (3) of the *Municipal Act*, S.O. 2001, c. 25, as amended, the power of the Council of the Corporation of the Town of Milton shall be exercised by By-law;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. **THAT** the Mayor and Clerk of the Corporation of the Town of Milton are hereby authorized to execute and affix the corporate seal of the Town of Milton with respect to the documents as described in Schedule “A” to this By-law.
2. **THAT** notwithstanding the above, where any approvals are required such as Ontario Municipal Board approval or approval from Federal or Provincial Ministries as set out in Schedule “A”, then the document concerned shall not be executed until such required approval has been received.
3. **THAT** this By-law comes into force on the day it is passed.

PASSED IN OPEN COUNCIL ON JULY 17, 2023.

Gordon A. Krantz Mayor

Meaghen Reid

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 062-2023 SCHEDULE "A"

ITEM	DOCUMENT	APPROVALS	PARTY	OTHER APPROVALS
1.	Agreement as outlined in Staff Report CORS-035-23 and any and all ancillary documents that may be required.	CORS-035-23 Town Council July 17, 2023	CentralSquare Canada Software Inc.	N/A
2.	Agreement as outlined in Staff Report CORS-040-23 and any and all ancillary documents that may be required.	CORS-040-23 Town Council July 17, 2023	Omega Canine Control	N/A
3.	Agreements associated with approved recommendations contained within the Staff Report and any and all ancillary documents that may be required.	CORS-041-23 Town Council July 17, 2023	Various	N/A

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NO. 063-2023

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL OF THE CORPORATION OF THE TOWN OF MILTON AT ITS MEETING HELD JULY 17, 2023

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Milton (hereinafter referred to as "Council") at its meeting held on July 17, 2023 be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby enacts as follows:

1. The proceedings and actions of Council at its meeting held on July 17, 2023 and considered by Council at the said meeting, and in respect of each Report, Motion, Recommendation and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor and proper officials of the Corporation of the Town of Milton are hereby authorized and directed to do all things necessary, and to obtain approvals where required, to give effect to the actions passed and taken by Council at the said meeting.

PASSED IN OPEN COUNCIL ON JULY 17, 1023.

Gordon A. Krantz Mayor

Meaghen Reid Town Clerk