

2026 User Fee Bylaw Update		
Appendix B – Summary of Proposed Changes (excluding MPI) to User Fee By-law 071-2025		
Schedule	Fee(s)	Recommendation
Recreation (Table A-1 of Schedule 'A')	Swimming Lessons - Adult Semi-Private (1:2) and Youth Semi-Private (1:2)	New fees are proposed for adult and youth swimming lessons in a ratio of 1 instructor to 2 participants at a rate of \$78.30 per hour for Adults and \$68.92 for Youth effective September 1, 2025. The intention is to offer more flexibility regarding programming and comfort level of participants. The fee is based on a pro-rated amount of the fee currently offered swimming lessons at a ratio of 1 instructor to 3 participants.
	School Tech Visits	A new fee for School Tech Visits is proposed and set at \$5.00 per day, per student, effective September 1, 2025 to accommodate requested school visits of Technical Arts students in order to provide opportunities to learn the industry. The fee has been set to recover direct costs associated with staff time required.
	High Five PHCD Course	The fee has been reduced to reflect that the course length has been shortened by 2 hours.
	Neighbourhood Playground (per season) camps.	The fee is recommended to be discontinued and removed from the tables, as the camp is no longer available.
	Holiday Coupon Book	It is recommended that the fee be adjusted by \$1.00 as the fee has not been adjusted in a few years.
	Various	Various fees are recommended to remain fixed due primarily to market factors. They include Seniors' Activity Centre Memberships, Personal Training, 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Facilities and Parks (Schedule 'B')	Bulk Turf Field Discount fee clause	The clause has been removed as it is no longer applicable following the Town's outsourcing of the indoor turf facility to a third party provider (previously clause 7).
	Bulk Discount Ice fee clause	Minimum booking hours for Friday to Sunday has been reduced from 50 hours to 30 hours (clause 7.b.).

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Facilities and Parks (Table B-1 of Schedule 'B')	Holcim Gallery: Affiliated/Standard (1-week block booking) and Affiliated/Standard (per day)	Four new fees are proposed for the Holcim Gallery, effective September 1, 2025, to allow for shorter block bookings.
	Mattamy Theatre: Dance Competition (includes MinMaxx Hall)	An adjustment has been made to require a 3 day minimum booking if over a weekend.
	Video Recording-Fixed Shot and Video Recording/Streaming-Multi-Shot	A proposed change in the fee structure for Video Recording is being made to allow for a "fixed shot" fee of \$55. In addition to Video Recording, Streaming has been added as an option. The fee amounts and structure aligns with neighbouring municipalities.
	Wireless Microphone and Repair	Two new fees are being proposed: Wireless Microphone rentals for \$20 per day with a maximum of 3 days, effective September 1, 2025. Any required repairs will be charged at full cost to repair plus 15% administration fee to recover staff time involved.
	Merchandise Table - Mattamy National Cycling Centre	A housekeeping amendment has been made to match the fee structure to that of the Merchandise table at the FirstOntario Arts Centre Milton. The fee now reads "15% of gross sales or \$100 (whichever is greater)".
	Outdoor Court/Cricket Batting Cage	A housekeeping amendment has been made to adjust the description from Outdoor Court to include "Cricket Batting Cage".
	Labour Charges	A required minimum of 3 hours has been added to Duty Supervisor, Cultural Services Representative and Cleaners. Effective dates of fee increases will shift from September 1 to July 1 to better align with businesses and contract processing. The description for a minimum of 4 hours per call for Head Technician and Technician have been adjusted to 5 hours minimum to align with the minimum call in hours specified in the union contract, effective dates have no change.
	Fitness Instructor 1 and 2	A fee adjustment to \$41.07 and \$53.50 effective January 2026 to reflect full cost recovery.
	Inclusion and Sports Instructor	Two new fees are proposed: Inclusion Support Worker \$26.73 and Sports Instructor \$29.79, effective January 1 2026, in order to provide an opportunity for a customer to add additional staffing support for a registered program.
	Holiday Rate Premium-FOACM staff	The description for a minimum of 4 hours, has been adjusted to 5 hours minimum to align with the Labour Charges and effective dates of fee increases will shift from September 1 to July 1 to better align with businesses and contract processing.
	Various	Various fees are recommended to remain fixed due primarily to market factors. They include box office ticketing charges, piano and projector rentals, Art Exhibition Administration charges and deposits associated with Park rentals, along with certain labour charges.

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Advertising (Table C-1 of Schedule C)	FirstOntario Arts Centre Milton-Season Program Advertising	Program is now delivered in a digital format. As a result certain fees have been decreased to reflect the lower cost of providing the service, while other fees that were related to paper format have been discontinued.
	FOACM e-Blast	The fee format of how e-blasts are delivered has been changed to a flat fee, instead of a per email address fee structure.
	Rinkboard (reverse) Advertising	A housekeeping amendment has been made to adjust the description to include specific rinks.
	Ice Machine Wrap at Sherwood	A housekeeping amendment has been made to align the Ice Machine Wrap fee at Sherwood with the fee at the Milton Sports Centre.
	Facility Digital Displays	A housekeeping amendment has been made to add this fee to the table to provide clarity, as the fee has always been charged in practice.
	Memorial Arena (Scoreboard)	A housekeeping amendment has been made to add this fee to the table for clarity, as the fee has always been charged in practice.
	Various	Various fees are recommended to remain fixed due primarily to market factors. They include Milton Seniors' Activity Centre Activity Guide Advertising, Lobby and Common Area Signage, Pool Banners, Gym Banners, Change Room Advertising and Track Area Banners.
Licencing Services (Table E-1 of Schedule E)	Additional Residential Unit Registration	As approved through staff report CORS-004-25, the new fee of \$340 has been added effective April 1, 2025 to recover the cost of registration and compliance inspections related to Additional Residential Units.
Clerks (Table F-1 of Schedule F)	Parking Permit	As approved through staff report CORS-028-24, the new fee permit fee of \$60 per month, has been added effective January 1, 2025 as part of the Transitional Parking Strategy.
Corporate Services (Table G-1 of Schedule G)	Tax Transfer of Funds	House keeping adjustment to reference that the fee is applicable to balances equal to or greater than \$100 in line with current practice.
	Large Tender Documents with Extensive Drawings	Fee is being discontinued as no longer applicable.
	Various	Many of the fees have remained fixed and any fees that are increasing above MPI are due to rounding to nearest dollar.

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Engineering Services (Table I-1 of Schedule I)	Filming CBD Parking Spot Fee (per day)	A fee of \$80.61 has been added associated with the usage of parking spots during filming in the Central Business District (CBD).
	Piling and Shoring Security Deposit and Road Damage Deposit	The term "Letter of Credit" has been replaced with "Financial Security" as an acceptable method of payment to align with Policy No.117 Financial Management - Development Finance.
Planning Services (Table J-1 of Schedule J)	Zoning By-law Amendment & Vacant Land Condo / Subdivision Review	Note 5 was added to provide clarity that for non-residential uses, a preliminary concept plan including gross floor area (GFA) must be provided for the purpose of fee calculation.
Development (Table K-1 of Schedule K)	Financial Security Conversion Fee	As approved through staff report ES-007-25, the new fee of \$279 has been added effective March 17th, 2025 for the conversion from Financial Security to Surety Bonds.
	Acceptable Methods of Payment	Where applicable on this table, the term "Letter of Credit" has been replaced with "Financial Security" as an acceptable methods of payment to align with Policy No.117 Financial Management - Development Finance.
	Per Unit Processing Fee	A reduction to the per unit processing fee from \$505 to \$400 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 six years.
Transit (Table L-1 of Schedule L)	Conventional, Specialized and OnDemand Transit Fares	Recommending a 3% average price increase across all concession fare categories (excluding cash fares), effective January 1, 2026 (Schedule L). The fare increase is in line with the projected 2026 Municipal Price Index (MPI) and will apply to conventional, specialized and OnDemand services as per fare parity compliance with the Integrated Accessibility Standards Regulation (IASR 191-11).
Town Wide (Table M-1 of Schedule M)	Preparation of Non-Standard Agreements	Adjusted wording to provide clarity that legal fees are also applicable.
Town Wide (Schedule M)	Credit Card Payment Reversals	Added Credit Card Payment Reversals to Clause 3, allowing a dishonoured payment fee to be charged due to a credit card payment reversal.