



**City of Kingston  
Report to Council  
Report Number 24-106**

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**To:** Mayor and Members of Council

**From:** Brad Joyce, Commissioner, Infrastructure, Transportation & Emergency Services

**Resource Staff:** Monique Belair, Fire Chief

**Date of Meeting:** April 2, 2024

**Subject:** Amendment to Kingston Fire & Rescue 2024 Fees and Charges - Ministry of Transportation Rate

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**Council Strategic Plan Alignment:**

Theme: Policies & by-laws

Goal: See above

**Executive Summary:**

The purpose of this report is to recommend that Council amend user fees and charges for Schedule T in City of Kingston By-Law Number 2005-10, "A By-Law to Establish Fees and Charges" to be collected by The Corporation of the City of Kingston. The proposed amendment will reflect the current Ministry of Transportation (MTO) rate for fire department responses. MTO rates are updated annually based on the Consumer Price Index (CPI) and aligned with the calendar year.

**Recommendation:**

**That** a By-Law to Amend By-Law Number 2005-10 "A By-law to Establish Fees and Charges to be Collected by The Corporation of the City of Kingston", as amended, attached as Exhibit A to Report Number 24-106, be presented to Council for all three readings.

April 2, 2024

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Brad Joyce, Commissioner,  
Infrastructure, Transportation &  
Emergency Services**

ORIGINAL SIGNED BY CHIEF  
p.p.  
ADMINISTRATIVE OFFICER

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**Lanie Hurdle, Chief  
Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Paige Agnew, Commissioner, Growth & Development Services	Not required
Jennifer Campbell, Commissioner, Community Services	Not required
Neil Carbone, Commissioner, Corporate Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Peter Huigenbos, Commissioner, Major Projects & Strategic Initiatives	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required

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**Options/Discussion:**

**Background**

The Fire Response Highway rate is reviewed annually by the Ministry of Transportation (MTO), and municipal fire services receive the adjusted rate late in the fourth quarter to be applied in the following calendar year. Submittals for amendments to By-law Number 2005-10 are required prior to Kingston Fire & Rescue receiving the adjusted rate. Therefore, the Fees and Charges By-law does not reflect the current calendar year for Fire Response Highway rates.

By amending By-law Number 2005-10 Schedule T to state that fire apparatus response fees are the Ministry of Transportation's annually revised dependent rate, it will allow the current calendar year rates to be used for Kingston Fire & Rescue invoicing on a go forward basis.

Existing Policy/By-Law

City of Kingston By-Law Number 2005-10 "Fees and Charges"

**Financial Considerations**

The proposed amendment will increase Kingston Fire & Rescue recovery of costs to align with the annual MTO Fire Response Highway rate and annual CPI.

**Contacts:**

Monique Belair, Fire Chief, 613-546-4291 extension 5203

**Other City of Kingston Staff Consulted:**

None

**Exhibits Attached:**

Exhibit A – A By-Law to Amend By-Law Number 2005-10, "A By-Law To Establish Fees and Charges to be Collected by The Corporation of the City of Kingston", as amended.

# City of Kingston By-Law Number 2024–...

## ***By-Law to Amend City of Kingston By-Law Number 2005–10, A By-Law to Establish the Fees and Charges to be Collected by the Corporation of the City of Kingston, as amended***

### **Whereas:**

The Corporation of the City of Kingston (the “**City**”) is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the “**Municipal Act, 2001**”), s. 5 (1)).

A municipal power must be exercised by by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A single tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

On December 14, 2004, council for the *City* (“**council**”) enacted *City of Kingston By-Law Number 200510, “A By-Law to Establish Fees and Charges to be Collected by the Corporation of the City of Kingston”*.

*Council* considers it necessary and desirable for the public to amend *City of Kingston By-Law Number 2005–10*:

**Therefore, council enacts:**

### **1. Amendment**

1.1 *City of Kingston By-Law Number 2005–10- Schedule T – Fire 2024 User Fees and Charges* is amended as follows:

#### **Definition**

“MTO Fire Response Highway Dependent Rate” means the rates issued in the fourth quarter of each year by the Ministry of Transportation (MTO) for use by municipal fire

*By-Law to Amend By-Law Number 2005–10*

services which rate shall be posted by 31<sup>st</sup> December of each year to be applied in the following calendar year.

## Reports and Records

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless “HST exempt” is indicated. Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Request for fire report and/or investigation report (per address)	Report	\$200.35
Clearance letter	Letter	\$200.35 HST exempt
File search (per address)	File	\$200.35 HST exempt
Request for letters or reports within 48 hours	Letter	\$300.53 HST exempt
Fire Safety Plan review of revisions	Each	\$200.35
Smoke and CO alarm replacement	Each	cost
Copy of photograph - print or digital - \$20.00 minimum	Copy	\$3.23

## Compliance Inspections

Fees apply only to requested inspections and are non-refundable.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Vulnerable occupancy compliance drill retest	Each	\$200.35
Fire Code - second re-inspection and subsequent inspection	Inspection	\$200.35

*By-Law to Amend By-Law Number 2005–10*

*Paid Inspection – Commercial (Group A, D & E Occupancy)*

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Inspect base building	Inspection	\$280.49
Inspect each occupancy in addition to base building	Each	\$13.62

*Paid Inspection – Industrial (Group F Occupancy)*

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Inspect base building	Inspection	\$420.74
Inspect each tenant/occupant in addition to base building	Each	\$13.62

*Paid Inspection – Residential (Group C)*

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Daycare, Group Home, Single Family resident, PLASP, one to two floors	Inspection	\$200.35

*By-Law to Amend By-Law Number 2005–10*

*Multi-Tenant Low Rise – three to six floors*

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Inspect base building	Inspection	\$560.98
Inspect each tenant/occupancy/apartment	Each	\$13.62

*Multi-Tenant High Rise – over six floors:*

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Inspect base building	Inspection	\$1,121.96
Inspect each tenant/occupancy/apartment	Each	\$13.62

*Special Request Inspection Services*

Fees listed in the table below do not include applicable taxes and are HST (Harmonized Sales Tax) exempt.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Inspections performed outside of normal business hours - minimum three-hour fee	Hourly	\$120.21

## **False Alarms**

False alarm fees will be invoiced as per the City of Kingston False Alarm By-Law.

Fees in the table below are HST exempt.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
First offence in fiscal year	Property	\$0.00
Second offence in fiscal year	Property	MTO Fire Response Highway Dependent Rate
Third offence in fiscal year	Property	MTO Fire Response Highway Dependent Rate
Additional offences in fiscal year	Property	MTO Fire Response Highway Dependent Rate
Standby fee	Half hour	\$211.15
Non-notification of fire alarm work	Property	\$257.50



## Hazardous Material

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless “HST exempt” is indicated. Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Physical resources and supplies	Each	Replacement cost
Hazardous material miscellaneous	Apparatus	MTO Fire Response Highway Dependent Rate

## Unauthorized Burning

Fees in the table below are HST exempt.

Fee Description	Unit	Fee
Unauthorized burning	Response	MTO Fire Response Highway Dependent Rate

## Non-Resident Response

Non-resident response fees apply to non-residents of the City of Kingston on provincially, federally, or municipally controlled lands or highways.

Fees in the table below are HST exempt.

Fee Description	Unit	Fee
First hour or part thereof	Apparatus	MTO Fire Response Highway Dependent Rate
Each additional half hour	Apparatus	MTO Fire Response Highway Dependent Rate

## Fire Extinguisher Training

Fees are per requested date, per location, for a group of up to a maximum of 25 people per session.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Monday to Friday - between 09:00 – 17:00 hours	Half day session	\$320.56
Monday to Friday - between 09:00 – 17:00 hours	Full day session	\$641.12
Monday to Friday, weekends and statutory holidays - between 17:00 – 09:00 hours	Half day session	\$480.84
Monday to Friday, weekends and statutory holidays - between 17:00 – 09:00 hours	Full day session	\$961.68

## Live Fire Training

Discounts to multi-day and weekly rentals may be applied at the discretion of the Fire Chief.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Burn tower rental	Full day	\$1,733.10
Burn tower rental	Half day	\$869.40
Car and quad prop rental	Full day	\$693.23
Car and quad prop rental	Half day	\$346.59

## Non-live Fire Training

Discounts to multi-day and weekly rentals may be applied at the discretion of the Fire Chief.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fee Description	Unit	Fee
Confined space rescue simulator rental	Each	\$404.38
Structural collapse simulator rental	Each	\$404.38
Trench rescue simulator rental	Each	\$404.38
Roof top prop rental	Each	\$404.38
Facility monitor	Person/hourly	\$86.64
Lead instructor	Person/hourly	\$101.68
Portable classroom	Full day	\$346.59
Portable classroom	Half day	\$173.27
Ontario Fire College course registration	Person	Call for quote

*By-Law to Amend By-Law Number 2005–10*

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Kingston Fire and Rescue course fee - includes cost of Ontario Fire College course registration	Person	Call for quote

## **Miscellaneous**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

<b>Fee Description</b>	<b>Unit</b>	<b>Fee</b>
Incidentals and optional equipment (e.g. thermal imaging camera, portable radio, etc.)	Each	Call for quote
Scene security - contracted services	Each	Cost
Building security/boarding - contracted services	Each	Cost
Consumables (e.g. liquid smoke, wooden pallets, etc.)	Each	At market rate

## **2. Coming into Force**

2.1 This by-law will come into force and take effect on the day it is passed.

Given all Three Readings and Passed: Meeting date, April 2, 2024.

Janet Jaynes  
City Clerk

Bryan Paterson  
Mayor