



**BUDGET**

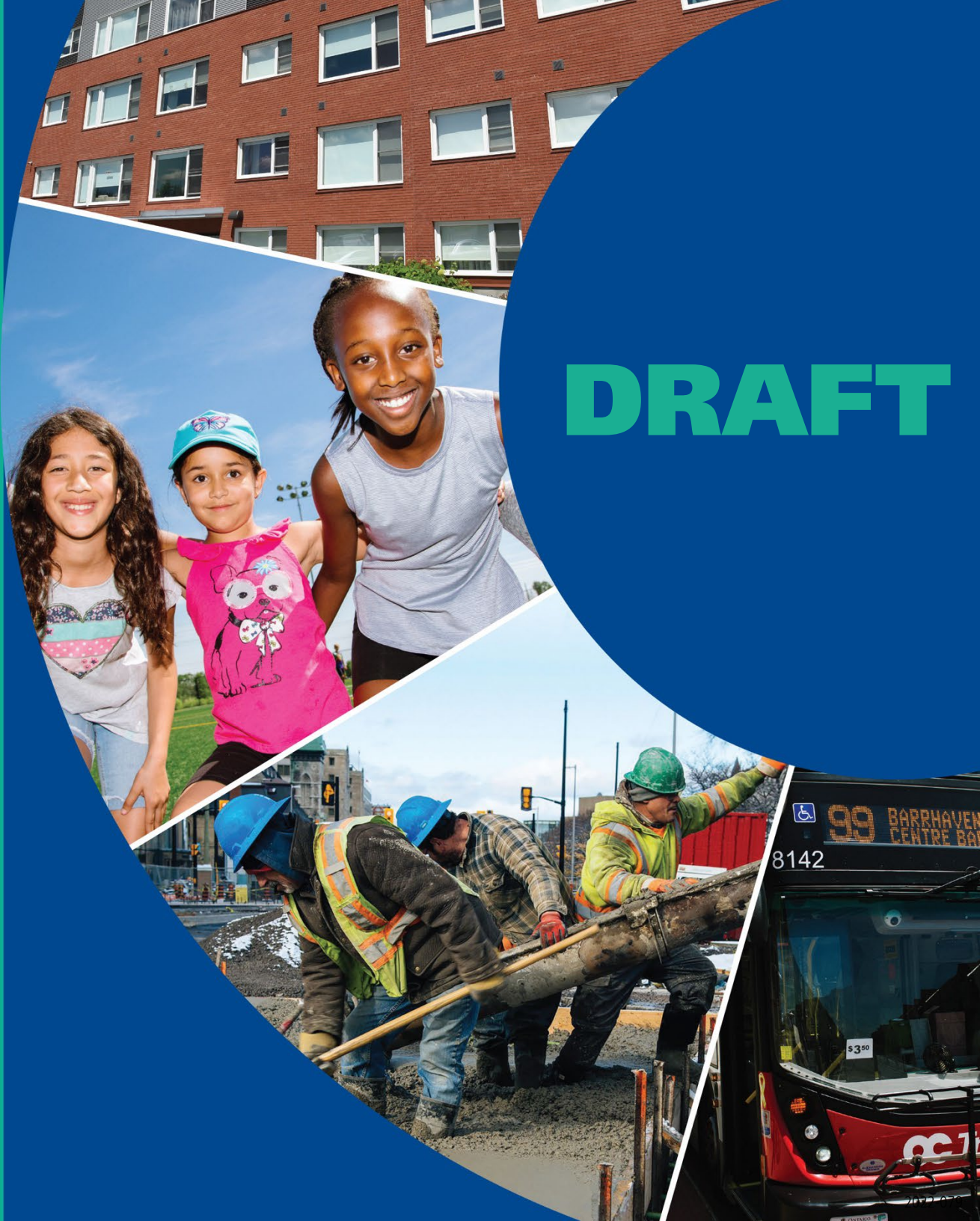
# 2023

**Working together  
for a better Ottawa**

**Emergency Preparedness  
& Protective Services  
Committee**

**Tabled February 1, 2023**

**DRAFT**





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City of Ottawa  
Emergency & Protective Services  
GM's Office & Business Support Services - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
General Manager's Office	7,512	1,008	413	423	10
Business & Technical Support Services	0	4,486	4,236	4,311	75
<b>Gross Expenditure</b>	<b>7,512</b>	<b>5,494</b>	<b>4,649</b>	<b>4,734</b>	<b>85</b>
Recoveries & Allocations	0	0	0	0	0
Revenue	(3,374)	(455)	0	0	0
<b>Net Requirement</b>	<b>4,138</b>	<b>5,039</b>	<b>4,649</b>	<b>4,734</b>	<b>85</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	5,687	4,597	4,502	4,592	90
Overtime	726	7	7	7	0
Material & Services	1,003	887	137	132	(5)
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	7	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	89	3	3	3	0
<b>Gross Expenditures</b>	<b>7,512</b>	<b>5,494</b>	<b>4,649</b>	<b>4,734</b>	<b>85</b>
Recoveries & Allocations	0	0	0	0	0
<b>Net Expenditure</b>	<b>7,512</b>	<b>5,494</b>	<b>4,649</b>	<b>4,734</b>	<b>85</b>
<b>Revenues By Type</b>					
Federal	0	0	0	0	0
Provincial	(3,362)	(450)	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	(12)	(5)	0	0	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>(3,374)</b>	<b>(455)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Requirement</b>	<b>4,138</b>	<b>5,039</b>	<b>4,649</b>	<b>4,734</b>	<b>85</b>
<b>Full Time Equivalents</b>			<b>36.00</b>	<b>36.00</b>	<b>0.00</b>

## **Emergency and Protective Services Department**

### **2023 Service Area Summary - Public Safety Service**

The Public Safety Service is responsible for providing a safe and secure environment for residents and visitors to the City of Ottawa. This includes:

- Leading the coordination of City services to prevent, mitigate, prepare, respond and recover from emergency situations and to support planned events
- Managing physical security services
- Managing the City's corporate radio system, and, as the City's 9-1-1 Authority, managing the 9-1-1 service agreement with the Ottawa Police Services Board

#### **Programs/Services Offered:**

- Maintaining the Municipal Emergency Plan, as well as all requirements under Ontario's Emergency Management and Civil Protection Act and Emergency Management Accreditation Program standards
- Providing public education through the "Are You Ready?" campaign; delivering Emergency Management training to staff and external stakeholders
- Managing physical security systems/applications/technologies (security alarm, access control, intrusion, CCTV), the 24/7 Security Operations Centre, and Security Guard Services at City Administrative facilities
- Providing Photo Identification services and security-related education/training to staff
- Managing over 6,800 radios and ensuring that the City has a reliable, public safety-grade radio service available for first responders and other City users
- Providing oversight of the 9-1-1 service agreement and managing the 9-1-1 telephone service contract with Bell Canada

City of Ottawa  
Emergency & Protective Services  
Public Safety Service - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Public Safety Service - Operating Resource Requirement Analysis	11,197	12,013	11,844	12,379	535
9.1.1	2,121	2,435	2,189	2,479	290
<b>Gross Expenditure</b>	<b>13,318</b>	<b>14,448</b>	<b>14,033</b>	<b>14,858</b>	<b>825</b>
Recoveries & Allocations	(5,011)	(4,987)	(4,842)	(5,067)	(225)
Revenue	(403)	(590)	(270)	(270)	0
<b>Net Requirement</b>	<b>7,904</b>	<b>8,871</b>	<b>8,921</b>	<b>9,521</b>	<b>600</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	2,589	3,027	2,667	2,752	85
Overtime	29	7	7	7	0
Material & Services	8,517	8,961	9,152	9,602	450
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	2,183	2,453	2,207	2,497	290
<b>Gross Expenditures</b>	<b>13,318</b>	<b>14,448</b>	<b>14,033</b>	<b>14,858</b>	<b>825</b>
Recoveries & Allocations	(5,011)	(4,987)	(4,842)	(5,067)	(225)
<b>Net Expenditure</b>	<b>8,307</b>	<b>9,461</b>	<b>9,191</b>	<b>9,791</b>	<b>600</b>
<b>Revenues By Type</b>					
Federal	0	0	0	0	0
Provincial	(145)	(320)	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	(258)	(270)	(270)	(270)	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>(403)</b>	<b>(590)</b>	<b>(270)</b>	<b>(270)</b>	<b>0</b>
<b>Net Requirement</b>	<b>7,904</b>	<b>8,871</b>	<b>8,921</b>	<b>9,521</b>	<b>600</b>
<b>Full Time Equivalents</b>			<b>23.00</b>	<b>23.00</b>	<b>0.00</b>

City of Ottawa  
Emergency & Protective Services  
Public Safety Service - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Emergency Management course fees</b>							
Emergency Management course fee- External participant * <sup>1</sup>	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Emergency Management course cancellation fee - Internal participant * <sup>1</sup>	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Emergency Management course cancellation fee - External participant	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	

**Notes:**

\* Fees calculated per day + HST applicable.

<sup>1</sup> Permission from Office of the Fire Marshal and Emergency Management to charge fees for cost recovery.

## **Emergency and Protective Services Department**

### **2023 Service Area Summary - Ottawa Fire Service**

Ottawa Fire Services (OFS) protects the lives, property and environment for the citizens of and visitors to the City of Ottawa. OFS provides services from 45 stations located across the City of Ottawa. Collectively, these stations provide service to approximately 1,046,440 residents across 2,796 square kilometres. The OFS team is comprised of career firefighters, volunteer firefighters, as well as inspection, education, safety, training, communications, maintenance and administration personnel. OFS personnel provide many valuable services to the community beyond fighting fires, including:

- Fire Prevention and Public Fire Safety Education services which include fire prevention inspections, code enforcement, determination of cause and origin of fires, attendance at public events, fire safety presentations and dissemination of public fire safety educational materials
- Fire Suppression services which include fire rescue, tiered medical response, training, communications and incident management
- Special Operations includes Vehicle and Machinery Extrication, Rope and Confined Space Rescue, Trench/Collapse and Urban Search and Rescue, Fire Support Unit - Rescue Task Force, Hazmat/Chemical, Biological, Radiological, Nuclear and Explosive, Wildland Fires, Light Rail Transit Rescue, Water/Ice Rescue, Specialized Foam Suppression

In order to provide these services, the OFS team operates from six divisions: Office of the Fire Chief; Urban and Special Operations; Rural Operations; Community Standards and Communications; Training and Safety; and Operational Support Services.

In 2022, OFS recorded 84,384 apparatus responses to 28,618 incidents including fire, hazardous material, rescue, medical and mutual aid agreement incidents. Ottawa Fire Prevention conducted 2,852 inspections and participated in 434 public education events.



City of Ottawa  
Emergency & Protective Services  
Ottawa Fire Services - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Chief's Office	550	530	530	548	18
Operations	155,946	159,608	157,749	161,356	3,607
Prevention	6,556	6,926	6,926	7,087	161
Communications	6,541	6,758	6,740	6,935	195
Operational Support	6,382	6,536	6,536	6,813	277
<b>Gross Expenditure</b>	<b>175,975</b>	<b>180,358</b>	<b>178,481</b>	<b>182,739</b>	<b>4,258</b>
Recoveries & Allocations	0	0	0	0	0
Revenue	(1,709)	(1,615)	(1,238)	(1,253)	(15)
<b>Net Requirement</b>	<b>174,266</b>	<b>178,743</b>	<b>177,243</b>	<b>181,486</b>	<b>4,243</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	151,153	157,782	157,782	160,855	3,073
Overtime	6,327	3,559	3,345	3,417	72
Material & Services	5,046	4,698	3,674	3,994	320
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	9,013	9,323	8,702	9,387	685
Program Facility Costs	3,266	3,509	3,509	3,512	3
Other Internal Costs	1,170	1,487	1,469	1,574	105
<b>Gross Expenditures</b>	<b>175,975</b>	<b>180,358</b>	<b>178,481</b>	<b>182,739</b>	<b>4,258</b>
Recoveries & Allocations	0	0	0	0	0
<b>Net Expenditure</b>	<b>175,975</b>	<b>180,358</b>	<b>178,481</b>	<b>182,739</b>	<b>4,258</b>
<b>Revenues By Type</b>					
Federal	(276)	0	0	0	0
Provincial	(437)	(169)	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	(996)	(1,446)	(1,238)	(1,253)	(15)
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>(1,709)</b>	<b>(1,615)</b>	<b>(1,238)</b>	<b>(1,253)</b>	<b>(15)</b>
<b>Net Requirement</b>	<b>174,266</b>	<b>178,743</b>	<b>177,243</b>	<b>181,486</b>	<b>4,243</b>
<b>Full Time Equivalents</b>			<b>975.00</b>	<b>975.00</b>	<b>0.00</b>

City of Ottawa  
Emergency & Protective Services  
Ottawa Fire Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Hazmat Fees and Charges (minimum charge of 1 hour)</b>							
Hazmat Vehicle & Techs*	750.00	765.00	780.00	2.0%	4.0%	01-Apr-23	(15)
Pump & Crew*	957.00	976.00	996.00	2.0%	4.1%	01-Apr-23	
Ladder, Aerial, Platform & Crew*	709.00	723.00	737.00	1.9%	3.9%	01-Apr-23	
Incident Commander & Vehicle*	476.00	486.00	496.00	2.1%	4.2%	01-Apr-23	
Safety Officer & Vehicle*	430.00	439.00	448.00	2.1%	4.2%	01-Apr-23	
Water Rescue & Vehicle*	371.00	378.00	386.00	2.1%	4.0%	01-Apr-23	
Hose Tender*	596.00	608.00	620.00	2.0%	4.0%	01-Apr-23	
Supply Tender*	352.00	359.00	366.00	1.9%	4.0%	01-Apr-23	
Foam Tender*	352.00	359.00	366.00	1.9%	4.0%	01-Apr-23	
Heavy Rescue*	709.00	723.00	737.00	1.9%	3.9%	01-Apr-23	
Tanker*	352.00	359.00	366.00	1.9%	4.0%	01-Apr-23	
Command RV Vehicle*	352.00	359.00	366.00	1.9%	4.0%	01-Apr-23	
Service Vehicle*	177.00	181.00	185.00	2.2%	4.5%	01-Apr-23	
Maintenance Vehicle*	177.00	181.00	185.00	2.2%	4.5%	01-Apr-23	
Hazmat Support Vehicle*	177.00	181.00	185.00	2.2%	4.5%	01-Apr-23	
Rehab Vehicle*	177.00	181.00	185.00	2.2%	4.5%	01-Apr-23	
Heavy Equipment Rental*	Cost + 15%	Cost + 15%	Cost + 15%			01-Apr-23	
Initial Hazard Assessment Team*	339.00	346.00	353.00	2.0%	4.1%	01-Apr-23	
Consumable Materials*	Cost + 15%	Cost + 15%	Cost + 15%			01-Apr-23	

**City of Ottawa**  
**Emergency & Protective Services**  
**Ottawa Fire Services - User Fees**

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Fire Prevention</b>							
1) File Search (only) Fees							
Residential*	111.00	113.00	115.00	1.8%	3.6%	01-Apr-23	
Non-Residential*	223.00	227.00	232.00	2.2%	4.0%	01-Apr-23	
Replacement Documentation*	90.00	92.00	94.00	2.2%	4.4%	01-Apr-23	
2) General Fire Inspections Fees							
Inspections: less than 3 storeys, warehouses and other industrial buildings under 5,000 sq. ft.*	442.00	451.00	460.00	2.0%	4.1%	01-Apr-23	
Inspections: for 4-6 storeys, warehouses and other industrial buildings between 5,000 - 15,000 sq. ft.*	708.00	722.00	736.00	1.9%	4.0%	01-Apr-23	
Inspections: for 7-12 storeys, warehouses and other industrial buildings over 15,000 sq. ft.*	885.00	903.00	921.00	2.0%	4.1%	01-Apr-23	
Inspections: for 13 storeys or higher, or an especially large complex.*	1,151.00	1,174.00	1,197.00	2.0%	4.0%	01-Apr-23	
Daycares/Nurseries Inspections*	117.00	119.00	121.00	1.7%	3.4%	01-Apr-23	
Group Home Inspections (Max 4 residents)*		119.00	121.00	1.7%	0.0%	01-Apr-23	
Fire Summary Reports*	90.00	92.00	94.00	2.2%	4.4%	01-Apr-23	
Fire Safety Plan - Includes application, document review and site inspection.*	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	
Fire Safety Plan - Includes application, document review and site inspection - Multiple building ( 3 or more) property.*	508.00	518.00	528.00	1.9%	3.9%	01-Apr-23	

**City of Ottawa**  
**Emergency & Protective Services**  
**Ottawa Fire Services - User Fees**

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Risk Safety Management Plan Review:</b>							
Level 1*	587.00	599.00	611.00	2.0%	4.1%	01-Apr-23	
Level 2*	1,173.00	1,196.00	1,220.00	2.0%	4.0%	01-Apr-23	
Re-Inspection Fee - Applicable to the third visit to any property for non-compliance.*	117.00	119.00	121.00	1.7%	3.4%	01-Apr-23	
Marijuana Grow-Op Inspections (MGO) - Investigation and compliance.*	587.00	599.00	611.00	2.0%	4.1%	01-Apr-23	
Fire Drill and Safety Planning Review - On-Site drill assessment and safety plan review (vulnerable occupancies are excluded).*	258.00	263.00	268.00	1.9%	3.9%	01-Apr-23	
Open Air Fire Permits	14.00	14.00	14.00	0.0%	0.0%	01-Apr-23	
Inspection: Specific Event Open Air Fire Permits*	54.00	55.00	56.00	1.8%	3.7%	01-Apr-23	
Agency Letter*	104.00	106.00	108.00	1.9%	3.8%	01-Apr-23	
<b>Recruitment Fees:</b>	-						
Competition User Fee*	241.00	246.00	251.00	2.0%	4.1%	01-Apr-23	
Canadian Physical Ability Testing (CPAT)*	490.00	500.00	510.00	2.0%	4.1%	01-Apr-23	
<b>Special Events Fee:</b>							
Fire Apparatus Unit (4 Firefighters plus Truck)-Base Rate <sup>1*</sup>	1,424.00	1,452.00	1,481.00	2.0%	4.0%	01-Apr-23	
Fire Apparatus Unit (4 Firefighters plus Truck)-Hourly Rate <sup>2*</sup>	474.00	483.00	493.00	2.1%	4.0%	01-Apr-23	
Additional Firefighter(s)-Base Rate <sup>1*</sup>	252.00	257.00	262.00	1.9%	4.0%	01-Apr-23	
Additional Firefighter(s)-Hourly Rate <sup>2*</sup>	85.00	87.00	89.00	2.3%	4.7%	01-Apr-23	
Fire Prevention Officer-Base Rate <sup>1*</sup>	329.00	336.00	343.00	2.1%	4.3%	01-Apr-23	
Fire Prevention Officer-Hourly Rate <sup>2*</sup>	111.00	113.00	115.00	1.8%	3.6%	01-Apr-23	
Chief Officer-Base Rate <sup>1*</sup>	372.00	379.00	387.00	2.1%	4.0%	01-Apr-23	
Chief Officer-Hourly Rate <sup>2*</sup>	123.00	125.00	128.00	2.4%	4.1%	01-Apr-23	
<b>Total Departmental</b>							<b>(15)</b>

**Notes:**

\* HST applicable

<sup>1</sup> Base rate includes the minimum requirement of three hours of on-site event coverage.

<sup>2</sup> The hourly rate is charged in addition to the Base Rate for events that exceed three hours.

## **Emergency & Protective Services Department**

### **2023 Service Area Summary - Ottawa Paramedic Service**

The Ottawa Paramedic Service provides patient care to more than one million residents of the nation's capital, while the Ottawa Central Ambulance Communications Centre provides call-taking and dispatching services to eastern Ontario including Ottawa; the United Counties of Prescott-Russell; and the United Counties of Stormont, Dundas, and Glengarry and the city of Cornwall. The Ottawa Paramedic Service provides home-based health care to patients with complex medical needs through various Community Paramedic Programs. In addition, specialty services including marine paramedics for waterways, tactical paramedics for police operations, and bike paramedics for special events are provided. The Paramedic Service also delivers public education programs for City staff and stakeholders, manages medical equipment purchases for the city, and oversees the Public Access Defibrillator Program, which places automatic external defibrillators in public and private buildings.

#### **Programs/Services Offered**

- The Ottawa Paramedic Service is 50% funded by the Ministry of Health
- Public Education Programs that promote public safety, prevention, and awareness and are cost recovery
- Programs and Services funded through Ministry of Health or Ministry of Long Term Care grants and delivered by the Ottawa Paramedic Service:
  - Ottawa Central Ambulance Communications Centre
  - Dedicated Offload Nurse Program
  - Neonatal Transport Unit
  - Community Paramedic High Intensity Supports at Home Program
  - Community Paramedic Long-Term Care Program
  - Community Paramedics with the West Carleton Family Health Team
  - Palliative Care Program

City of Ottawa  
Emergency & Protective Services  
Ottawa Paramedic Service - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Ottawa Paramedic Service	122,513	114,482	105,824	116,103	10,279
CACC (Dispatch)	12,271	12,271	12,271	12,265	(6)
Program Support	0	2,310	2,310	2,310	0
<b>Gross Expenditure</b>	<b>134,784</b>	<b>129,063</b>	<b>120,405</b>	<b>130,678</b>	<b>10,273</b>
Recoveries & Allocations	(7,246)	(164)	(164)	(179)	(15)
Revenue	(77,185)	(78,717)	(70,059)	(75,739)	(5,680)
<b>Net Requirement</b>	<b>50,353</b>	<b>50,182</b>	<b>50,182</b>	<b>54,760</b>	<b>4,578</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	92,814	96,951	92,115	100,172	8,057
Overtime	5,393	2,956	2,250	2,285	35
Material & Services	16,070	12,013	11,385	12,513	1,128
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	8,772	9,931	9,790	10,710	920
Program Facility Costs	2,284	2,220	2,220	2,255	35
Other Internal Costs	9,451	4,992	2,645	2,743	98
<b>Gross Expenditures</b>	<b>134,784</b>	<b>129,063</b>	<b>120,405</b>	<b>130,678</b>	<b>10,273</b>
Recoveries & Allocations	(7,246)	(164)	(164)	(179)	(15)
<b>Net Expenditure</b>	<b>127,538</b>	<b>128,899</b>	<b>120,241</b>	<b>130,499</b>	<b>10,258</b>
<b>Revenues By Type</b>					
Federal	(171)	(193)	0	0	0
Provincial	(75,825)	(77,454)	(68,989)	(74,649)	(5,660)
Own Funds	0	0	0	0	0
Fees and Services	(1,189)	(1,070)	(1,070)	(1,090)	(20)
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>(77,185)</b>	<b>(78,717)</b>	<b>(70,059)</b>	<b>(75,739)</b>	<b>(5,680)</b>
<b>Net Requirement</b>	<b>50,353</b>	<b>50,182</b>	<b>50,182</b>	<b>54,760</b>	<b>4,578</b>
<b>Full Time Equivalents</b>			<b>712.80</b>	<b>726.80</b>	<b>14.00</b>

City of Ottawa  
Emergency & Protective Services  
Ottawa Paramedic Service - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Program Fees</b>							(10)
Standard First Aid Certification (two day course)*	137.70	140.45	143.25	2.0%	4.0%	01-Apr-23	
Standard First Aid Recertification (one day course)*	90.90	92.70	94.55	2.0%	4.0%	01-Apr-23	
Emergency First Aid Recertification (one day course)*	90.90	92.70	94.55	2.0%	4.0%	01-Apr-23	
Cardiopulmonary Resuscitation (CPR) "C" and Automated External Defibrillator (AED) (half day course)*	54.50	55.60	56.70	2.0%	4.0%	01-Apr-23	
Health Care Provider CPR "C"/AED (half day course)*	70.10	71.50	72.95	2.0%	4.1%	01-Apr-23	
Oxygen Therapy and Airway Management (half day course)*	70.10	71.50	72.95	2.0%	4.1%	01-Apr-23	
First Aid Instructor Certification (two day course)*	234.60	239.30	244.00	2.0%	4.0%	01-Apr-23	
First Aid Instructor Cross-Over Clinic (half day course)*	119.85	122.25	124.70	2.0%	4.0%	01-Apr-23	
Training off-site fee (one day course)*	52.00	53.00	54.05	2.0%	3.9%	01-Apr-23	
Training off-site fee (two day course)*	78.05	79.60	81.20	2.0%	4.0%	01-Apr-23	
<b>Special Events Fees<sup>1</sup></b>							(10)
Two Person Paramedic Resource - Hourly Rate*	260.10	265.30	270.60	2.0%	4.0%	01-Apr-23	
Single Paramedic Resource - Hourly Rate* <sup>2</sup>	130.05	132.65	135.20	1.9%	4.0%	01-Apr-23	
<b>Total Departmental</b>							(20)

**Notes:**

\* HST applicable.

<sup>1</sup> A minimum charge of 4.5 hours will be applied, which includes 3 hours on-site + 1.5 hours for preparation and travel.

<sup>2</sup> The hourly rate divided in half in the event that only a single resource is required.

## **Emergency & Protective Services Department**

### **2023 Service Area Summary - By-law & Regulatory Services**

The mandate of By-law & Regulatory Services is to protect and serve residents, businesses and visitors through education on, and administration and enforcement of, regulations that address public health and safety, nuisance control and consumer protection. The Service Area is responsible for ensuring compliance with city-wide regulatory by-laws and provincial legislation that address a wide range of municipal community issues. By-law & Regulatory Services accomplishes those objectives through:

- Animal Care and Control, including pet registration and transport of sick/injured domestic and small wild animals
- Noise control
- Parking Enforcement, including the Private Parking Enforcement Agency Program
- Property Standards, Property Maintenance, Short-Term Rental and Zoning enforcement
- Smoke Free Ontario and municipal smoke-free regulation enforcement
- Enforcement of various other regulations including Fences, Parks & Facilities, Use and Care of Roads, Clothing Donation Boxes, Shopping Carts, Graffiti
- Vehicle-for-Hire By-law administration, enforcement, and inspections (taxis, limousines, private transportation companies)
- Rental Housing Property Management By-law administration, enforcement, and inspections
- Development of administration and enforcement policies and procedures in support of by-laws
- Promotion, education, and awareness of by-laws
- Business licensing, administration, and enforcement of 34 Business License Categories and Lottery Licensing, the regulation of temporary signs, and the coordination of appeals committees
- Management of the Spay/Neuter Clinic, and the Municipal Animal Shelter Services Agreement
- Coordination of Large Wild Mammal Emergency Response Service

By-law & Regulatory Services consists of five main areas to achieve this mandate: the Director's Office, By-law Enforcement, Licensing Administration and Enforcement, Operational Support and Regulatory Services, and Parking Enforcement and Logistics.



City of Ottawa  
Emergency & Protective Services  
By-law and Regulatory Services - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Operations	23,314	24,485	24,675	25,377	702
Spay Neuter Clinic	528	533	533	543	10
Municipal Animal Shelter Services	974	1,107	1,232	1,232	0
<b>Gross Expenditure</b>	<b>24,816</b>	<b>26,125</b>	<b>26,440</b>	<b>27,152</b>	<b>712</b>
Recoveries & Allocations	(1,222)	(495)	(495)	(395)	100
Revenue	(29,417)	(31,332)	(31,647)	(32,092)	(445)
<b>Net Requirement</b>	<b>(5,823)</b>	<b>(5,702)</b>	<b>(5,702)</b>	<b>(5,335)</b>	<b>367</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	18,177	20,134	19,894	20,439	545
Overtime	730	271	271	271	0
Material & Services	3,942	3,422	4,777	4,817	40
Transfers/Grants/Financial Charges	594	801	1	1	0
Fleet Costs	950	1,011	1,011	1,136	125
Program Facility Costs	57	26	26	28	2
Other Internal Costs	366	460	460	460	0
<b>Gross Expenditures</b>	<b>24,816</b>	<b>26,125</b>	<b>26,440</b>	<b>27,152</b>	<b>712</b>
Recoveries & Allocations	(1,222)	(495)	(495)	(395)	100
<b>Net Expenditure</b>	<b>23,594</b>	<b>25,630</b>	<b>25,945</b>	<b>26,757</b>	<b>812</b>
<b>Revenues By Type</b>					
Federal	0	0	0	0	0
Provincial	(7,532)	(6,185)	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	(21,885)	(25,147)	(31,647)	(32,092)	(445)
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>(29,417)</b>	<b>(31,332)</b>	<b>(31,647)</b>	<b>(32,092)</b>	<b>(445)</b>
<b>Net Requirement</b>	<b>(5,823)</b>	<b>(5,702)</b>	<b>(5,702)</b>	<b>(5,335)</b>	<b>367</b>
<b>Full Time Equivalents</b>			<b>188.29</b>	<b>188.29</b>	<b>0.00</b>

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Business Licensing</b>							(445)
Application Processing Fee	57.00	57.00	57.00	0.0%	0.0%	01-Apr-23	
Canada Day Lottery Fee	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Duplicate Permit Fee	50.00	50.00	20.00	-60.0%	-60.0%	01-Apr-23	
Renewal late fee	57.00	57.00	57.00	0.0%	0.0%	01-Apr-23	
Location transfer	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Ownership transfer	50.00	50.00	50.00	0.0%	0.0%	01-Apr-23	
Vehicle reinspection	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
Vehicle to replacement vehicle	55.00	55.00	56.00	1.8%	1.8%	01-Apr-23	
Adult Entertainment Parlour (Owner) <sup>1</sup>	7,109.00	7,251.00	7,396.00	2.0%	4.0%	01-Apr-23	
Adult Entertainment Parlour (Operator) <sup>1</sup>	1,346.00	1,373.00	1,400.00	2.0%	4.0%	01-Apr-23	
Adult Entertainment Stores A <sup>1</sup>	689.00	703.00	717.00	2.0%	4.1%	01-Apr-23	
Adult Entertainment Stores B <sup>1</sup>	67.00	68.00	69.00	1.5%	3.0%	01-Apr-23	
All Night Dance Events <sup>1</sup>	312.00	318.00	324.00	1.9%	3.8%	01-Apr-23	
Amusement Places <sup>1</sup>	190.00	194.00	198.00	2.1%	4.2%	01-Apr-23	
Auctioneer A (Annual) <sup>1</sup>	465.00	474.00	483.00	1.9%	3.9%	01-Apr-23	
Auctioneer B (Per Event) <sup>1</sup>	157.00	160.00	163.00	1.9%	3.8%	01-Apr-23	
Body Rub Parlour <sup>1</sup>	1,346.00	1,371.00	1,398.00	2.0%	3.9%	01-Apr-23	
Driving School (Owner/Operator) <sup>1</sup>	456.00	465.00	474.00	1.9%	3.9%	01-Apr-23	
Driving School (Instructor) <sup>1</sup>	165.00	168.00	171.00	1.8%	3.6%	01-Apr-23	
Driving School (Initial vehicle inspection) <sup>1</sup>	53.00	54.00	55.00	1.9%	3.8%	01-Apr-23	
Exhibitions (per event) <sup>1</sup>	279.00	284.00	290.00	2.1%	3.9%	01-Apr-23	
Exhibitions (each additional day)	53.00	54.00	55.00	1.9%	3.8%	01-Apr-23	
Exotic Animal Entertainment <sup>1</sup>	279.00	284.00	290.00	2.1%	3.9%	01-Apr-23	
Exotic Animal Rescue Establishments <sup>1</sup>	140.00	143.00	146.00	2.1%	4.3%	01-Apr-23	
Flea Markets (C-Annual) <sup>1</sup>	2,046.00	2,084.00	2,126.00	2.0%	3.9%	01-Apr-23	
Flea Markets (A-day) <sup>1</sup>	279.00	284.00	290.00	2.1%	3.9%	01-Apr-23	
Food Premises <sup>1</sup>	208.00	212.00	216.00	1.9%	3.8%	01-Apr-23	
Group Home Old Nepean and Old Gloucester <sup>1</sup>	133.00	136.00	139.00	2.2%	4.5%	01-Apr-23	
Group Home Cumberland (New) <sup>1</sup>	123.00	126.00	129.00	2.4%	4.9%	01-Apr-23	
Group Home Cumberland (Renewal)	35.00	36.00	37.00	2.8%	5.7%	01-Apr-23	
Kennel - Boarding <sup>1</sup>	114.00	116.00	118.00	1.7%	3.5%	01-Apr-23	
Kennel - In-Home Breeding	82.00	84.00	86.00	2.4%	4.9%	01-Apr-23	
Kennel - Recreational	82.00	84.00	86.00	2.4%	4.9%	01-Apr-23	
Payday Loan Establishment <sup>1</sup>	550.00	561.00	572.00	2.0%	4.0%	01-Apr-23	
Payday Loan Establishment poster or replacement	20.00	20.00	20.00	0.0%	0.0%	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Business Licensing cont'd</b>							
Pet Shop <sup>1</sup>	117.00	119.00	121.00	1.7%	3.4%	01-Apr-23	
Public Garage <sup>1</sup>	208.00	212.00	216.00	1.9%	3.8%	01-Apr-23	
Rickshaw Operators	51.00	52.00	53.00	1.9%	3.9%	01-Apr-23	
Rickshaw Owners	97.00	99.00	101.00	2.0%	4.1%	01-Apr-23	
Rooming House Owner 4-10 rooming units <sup>1</sup>	196.00	200.00	204.00	2.0%	4.1%	01-Apr-23	
Rooming House Owner 11-20 rooming units <sup>1</sup>	261.00	266.00	271.00	1.9%	3.8%	01-Apr-23	
Rooming House Owner 21-30 rooming units <sup>1</sup>	332.00	339.00	346.00	2.1%	4.2%	01-Apr-23	
Rooming House Owner 31-40 rooming units <sup>1</sup>	393.00	401.00	409.00	2.0%	4.1%	01-Apr-23	
Rooming House Owner 41-50 rooming units <sup>1</sup>	465.00	474.00	483.00	1.9%	3.9%	01-Apr-23	
Rooming House Owner 51-60 rooming units <sup>1</sup>	528.00	538.00	549.00	2.0%	4.0%	01-Apr-23	
Rooming House Owner over 60 rooming units <sup>1</sup>	557.00	568.00	579.00	1.9%	3.9%	01-Apr-23	
Salvage Yards <sup>1</sup>	172.00	175.00	179.00	2.3%	4.1%	01-Apr-23	
Second-hand Goods Shops <sup>1</sup>	172.00	175.00	179.00	2.3%	4.1%	01-Apr-23	
Snow Plow Contractors <sup>1</sup>	286.00	292.00	298.00	2.1%	4.2%	01-Apr-23	
Snow Plow Vehicles	35.00	36.00	37.00	2.8%	5.7%	01-Apr-23	
Temporary Sign Lessors <sup>1</sup>	408.00	416.00	424.00	1.9%	3.9%	01-Apr-23	
Tobacco Vendors <sup>1</sup>	871.00	889.00	907.00	2.0%	4.1%	01-Apr-23	
Private Parking Enforcement Agency <sup>1</sup>	333.00	340.00	347.00	2.1%	4.2%	01-Apr-23	
<b>Refreshment Vendors</b>							
<b>Mobile Refreshment Vehicle - Urban</b>							
Licence "A" Annual <sup>1</sup>	3,366.00	3,433.00	3,502.00	2.0%	4.0%	01-Apr-23	
Licence "B" six months <sup>1</sup>	2,176.00	2,219.00	2,263.00	2.0%	4.0%	01-Apr-23	
Licence "C" monthly <sup>1</sup>	332.00	339.00	346.00	2.1%	4.2%	01-Apr-23	
Licence "D" special event (1-21 days) <sup>1</sup>	265.00	270.00	275.00	1.9%	3.8%	01-Apr-23	
Licence "E" special event per day (1-4 days) <sup>1</sup>	195.00	199.00	203.00	2.0%	4.1%	01-Apr-23	
Licence "F" roadway annual <sup>1</sup>	3,366.00	3,433.00	3,502.00	2.0%	4.0%	01-Apr-23	
Licence "G" roadway six months <sup>1</sup>	2,176.00	2,219.00	2,263.00	2.0%	4.0%	01-Apr-23	
Licence "H" roadway monthly <sup>1</sup>	332.00	339.00	346.00	2.1%	4.2%	01-Apr-23	
Licence "I" Canada Day <sup>1</sup>	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Refreshment Vendors cont'd</b>							
<b>Mobile Canteen - Urban</b>							
Licence "A" Annual <sup>1</sup>	726.00	740.00	755.00	2.0%	4.0%	01-Apr-23	
Licence "B" Six months <sup>1</sup>	528.00	538.00	549.00	2.0%	4.0%	01-Apr-23	
Licence "C" Monthly <sup>1</sup>	262.00	267.00	272.00	1.9%	3.8%	01-Apr-23	
Licence "D" Special Event (1-21 days) <sup>1</sup>	230.00	235.00	240.00	2.1%	4.3%	01-Apr-23	
Licence "E" Special Event per day (1-4 days) <sup>1</sup>	195.00	199.00	203.00	2.0%	4.1%	01-Apr-23	
<b>Mobile Refreshment Cart - Urban</b>							
Licence "A" Annual <sup>1</sup>	590.00	601.00	613.00	2.0%	3.9%	01-Apr-23	
Licence "B" Six months <sup>1</sup>	393.00	401.00	409.00	2.0%	4.1%	01-Apr-23	
Licence "C" Monthly <sup>1</sup>	262.00	267.00	272.00	1.9%	3.8%	01-Apr-23	
Licence "D" Special Event (1-21 days) <sup>1</sup>	230.00	235.00	240.00	2.1%	4.3%	01-Apr-23	
Licence "E" Special Event per day (1-4 days) <sup>1</sup>	195.00	199.00	203.00	2.0%	4.1%	01-Apr-23	
Licence "F" Sidewalk Annual <sup>1</sup>	590.00	601.00	613.00	2.0%	3.9%	01-Apr-23	
Licence "G" Sidewalk Six Months <sup>1</sup>	393.00	401.00	409.00	2.0%	4.1%	01-Apr-23	
Licence "H" Sidewalk Monthly <sup>1</sup>	262.00	267.00	272.00	1.9%	3.8%	01-Apr-23	
Licence "I" Canada Day <sup>1</sup>	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	
<b>Refreshment Stand - Urban</b>							
Licence "A" Annual <sup>1</sup>	789.00	805.00	821.00	2.0%	4.1%	01-Apr-23	
Licence "B" Six Months <sup>1</sup>	528.00	538.00	549.00	2.0%	4.0%	01-Apr-23	
Licence "C" Monthly <sup>1</sup>	262.00	267.00	272.00	1.9%	3.8%	01-Apr-23	
Licence "D" Special Event (1-21 days) <sup>1</sup>	230.00	235.00	240.00	2.1%	4.3%	01-Apr-23	
Licence "E" Special Event per day (1-4 days) <sup>1</sup>	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Refreshment Vendors cont'd</b>							
<b>Itinerant Seller - Urban</b>							
Licence "A" Annual <sup>1</sup>	528.00	538.00	549.00	2.0%	4.0%	01-Apr-23	
Licence "B" Six Months <sup>1</sup>	332.00	339.00	346.00	2.1%	4.2%	01-Apr-23	
Licence "C" Monthly <sup>1</sup>	293.00	299.00	305.00	2.0%	4.1%	01-Apr-23	
Licence "D" Special Event (1-21 days) <sup>1</sup>	265.00	270.00	275.00	1.9%	3.8%	01-Apr-23	
Licence "E" Special Event per day (1-4 days) <sup>1</sup>	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	
Licence "F" Sidewalk Annual <sup>1</sup>	528.00	538.00	549.00	2.0%	4.0%	01-Apr-23	
Licence "G" Sidewalk Six Months <sup>1</sup>	332.00	339.00	346.00	2.1%	4.2%	01-Apr-23	
Licence "H" Sidewalk Monthly <sup>1</sup>	293.00	299.00	305.00	2.0%	4.1%	01-Apr-23	
Licence "I" Canada Day <sup>1</sup>	175.00	179.00	183.00	2.2%	4.6%	01-Apr-23	
<b>Mobile Refreshment Vehicle - Rural</b>							
Licence "A" Annual <sup>1</sup>	494.00	504.00	514.00	2.0%	4.0%	01-Apr-23	
Licence "B" Eight Months <sup>1</sup>	310.00	316.00	322.00	1.9%	3.9%	01-Apr-23	
Licence "C" Special Event per day (1-30 days) <sup>1</sup>	123.00	125.00	128.00	2.4%	4.1%	01-Apr-23	
<b>Itinerant Seller - Rural</b>							
Licence "A" Annual <sup>1</sup>	371.00	378.00	386.00	2.1%	4.0%	01-Apr-23	
Licence "B" Eight Months <sup>1</sup>	246.00	251.00	256.00	2.0%	4.1%	01-Apr-23	
Licence "C" Special Event per day (1-30 days) <sup>1</sup>	123.00	125.00	128.00	2.4%	4.1%	01-Apr-23	
<b>Annual Designated Space</b>							
Roadway - Removal Zone 1 (Schedule B) <sup>1</sup>	4,327.00	4,413.00	4,501.00	2.0%	4.0%	01-Apr-23	
Roadway - Removal Zone 2 (Schedule F) <sup>1</sup>	1,978.00	2,017.00	2,057.00	2.0%	4.0%	01-Apr-23	
Roadway - Removal Zone 3 (Schedule I) <sup>1</sup>	1,978.00	2,017.00	2,057.00	2.0%	4.0%	01-Apr-23	
Sidewalk - Removal Zone 1 (Schedule C) <sup>1</sup>	1,853.00	1,890.00	1,928.00	2.0%	4.0%	01-Apr-23	
Sidewalk - Removal Zone 2 (Schedule G) <sup>1</sup>	926.00	944.00	963.00	2.0%	4.0%	01-Apr-23	
Sidewalk - Removal Zone 3 (Schedule J) <sup>1</sup>	926.00	944.00	963.00	2.0%	4.0%	01-Apr-23	
<b>Towing</b>							
Tow Service Operator Licence (Annual) <sup>1</sup>	N/A	1,300.00	1,300.00	0.0%	N/A	01-Apr-23	
Licence for each additional Tow Truck in Operator's Fleet (Annual) <sup>1</sup>	N/A	550.00	550.00	0.0%	N/A	01-Apr-23	
Tow Truck Driver Licence (Annual) <sup>1</sup>	N/A	450.00	450.00	0.0%	N/A	01-Apr-23	
Vehicle Storage Facility Operator Licence (Annual) <sup>1</sup>	N/A	1,300.00	1,300.00	0.0%	N/A	01-Apr-23	
Replacement Tow Service Plate <sup>1</sup>	N/A	30.00	30.00	0.0%	N/A	01-Apr-23	
Replacement Plate Renewal Sticker <sup>1</sup>	N/A	20.00	20.00	0.0%	N/A	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Portable Signs</b>							
Temporary Sign (30 day)	130.00	133.00	136.00	2.3%	4.6%	01-Apr-23	
Temporary Sign Inflatable (7 days)	80.00	82.00	84.00	2.4%	5.0%	01-Apr-23	
Storage/Impound <100 sq cm	50.00	50.00	50.00	0.0%	0.0%	01-Apr-23	
Storage/Impound >100 sq cm, <200 sq cm	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Storage/Impound >200 sq cm	150.00	150.00	150.00	0.0%	0.0%	01-Apr-23	
<b>Fireworks Permit</b>	56.00	57.00	75.00	31.6%	33.9%	01-Apr-23	
<b>Residential Murals</b>							
Each residential mural at one municipal address	150.00	150.00	150.00	0.0%	0.0%	01-Apr-23	
Each additional residential mural at same municipal address	50.00	50.00	50.00	0.0%	0.0%	01-Apr-23	
<b>Pet Registration and Pound Redemption</b>							
Kitten/puppy (under 6 months)	22.00	22.00	22.00	0.0%	0.0%	01-Apr-23	
Dog/cat (over 6 months) - sterilized	22.00	22.00	22.00	0.0%	0.0%	01-Apr-23	
Dog/cat (over 6 months) - unsterilized	42.00	42.00	42.00	0.0%	0.0%	01-Apr-23	
Vicious dog	102.00	104.00	104.00	0.0%	2.0%	01-Apr-23	
Service Animal	0.00	0.00	0.00	0.0%	0.0%	01-Apr-23	
Tag Replacement (after first re-issue)	10.00	10.00	10.00	0.0%	0.0%	01-Apr-23	
Dog redeemed per day for each day	52.00	52.00	53.00	1.9%	1.9%	01-Apr-23	
Cat redeemed per day for each day	40.00	40.00	41.00	2.5%	2.5%	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Spay Neuter Clinic</b>							
<b>Female Dogs</b>							
Small - under 10kg.*	318.00	324.00	356.00	9.9%	11.9%	01-Apr-23	
Medium - 10 - 20 kg.*	328.00	335.00	369.00	10.1%	12.5%	01-Apr-23	
Large - 21 - 40 kg.*	370.00	377.00	415.00	10.1%	12.2%	01-Apr-23	
X-large - over 40 kg.*	423.00	430.00	473.00	10.0%	11.8%	01-Apr-23	
<b>Male Dogs</b>							
Small - under 10kg.*	287.00	293.00	322.00	9.9%	12.2%	01-Apr-23	
Medium - 10 - 20 kg.*	303.00	309.00	340.00	10.0%	12.2%	01-Apr-23	
Large - over 20 kg.*	323.00	330.00	363.00	10.0%	12.4%	01-Apr-23	
<b>Female Cats*</b>	193.00	197.00	217.00	10.2%	12.4%	01-Apr-23	
<b>Male Cats*</b>	151.00	154.00	169.00	9.7%	11.9%	01-Apr-23	
<b>Other</b>							
Surgery deposit (dog or cat)	75.00	75.00	75.00	0.0%	0.0%	01-Apr-23	
Medical Supplies*	9.96	10.20	11.00	7.8%	10.4%	01-Apr-23	
Rabies vaccination*	27.00	28.00	30.80	10.0%	14.1%	01-Apr-23	
Microchip insertion*	32.00	33.00	36.30	10.0%	13.4%	01-Apr-23	
<b>Surcharges</b>							
Pregnant (dog or cat)*	42.00	43.00	47.30	10.0%	12.6%	01-Apr-23	
Medical complication (dog or cat)*	51.00	55.00	57.20	4.0%	12.2%	01-Apr-23	
Each inguinal testicle (cryptorchid dog)*	84.00	86.00	94.60	10.0%	12.6%	01-Apr-23	
Each abdominal testicle (cryptorchid dog)*	157.00	225.00	248.00	10.2%	58.0%	01-Apr-23	
Cryptorchid (cat)*	84.00	86.00	94.60	10.0%	12.6%	01-Apr-23	
Non-resident female (dog or cat)*	27.00	28.00	30.80	10.0%	14.1%	01-Apr-23	
Non-resident male (dog or cat)*	27.00	28.00	30.80	10.0%	14.1%	01-Apr-23	
Elizabethan collar*	9.96	10.20	11.00	7.8%	10.4%	01-Apr-23	
Board/care per day fee*	20.00	20.40	22.00	7.8%	10.0%	01-Apr-23	
<b>Special Events</b>							
By-law Enforcement Officer* <sup>2</sup>	70.00	72.00	73.00	1.4%	4.3%	01-Apr-23	
Parking Control Officer* <sup>2</sup>	65.00	67.00	68.00	1.5%	4.6%	01-Apr-23	
Property Standards Officer* <sup>2</sup>	75.00	77.00	79.00	2.6%	5.3%	01-Apr-23	
Supervisor* <sup>2</sup>	80.00	83.00	85.00	2.4%	6.3%	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Noise By-law</b>							
Exemption Application fee	60.00	75.00	77.00	2.7%	28.3%	01-Apr-23	
Inspection/Monitoring fee (per hour)	70.00	75.00	77.00	2.7%	10.0%	01-Apr-23	
<b>Property Standards By-law (PSB)</b>						01-Apr-23	
Property Standards Committee Appeal processing fee	225.00	230.00	235.00	2.2%	4.4%	01-Apr-23	
<b>Property Standards By-law - Compliance report - Residential, Multiple Commercial, Industrial</b>						01-Apr-23	
1-2 units/unit	56.00	57.00	58.00	1.8%	3.6%	01-Apr-23	
More than 2, not more than 5 units/unit	41.00	42.00	43.00	2.4%	4.9%	01-Apr-23	
More than 5, not more than 15 units/unit	208.00 + 15.00 per unit above the 5th unit	212.00 + 15.00 per unit above the 5th unit	216.00 + 15.00 per unit above the 5th unit	1.9%	3.8%	01-Apr-23	
More than 15, not more than 25 units/unit	312.00 + 10.00 per unit above the 15th unit	318.00 + 10.00 per unit above the 15th unit	324.00 + 10.00 per unit above the 15th unit	1.9%	3.8%	01-Apr-23	
More than 25 units/unit	416.00 + 5.00 per unit above the 25th unit	424.00 + 5.00 per unit above the 25th unit	432.00 + 5.00 per unit above the 25th unit	1.9%	3.8%	01-Apr-23	
<b>Property Standards By-law - Compliance report - Residential, Multiple Commercial, Industrial</b>							
Free Standing Industrial, Commercial Buildings (single occupancy)	50.00 / 98 sq. m., 200.00 min.	50.00 / 98 sq. m., 200.00 min.	50.00 / 98 sq. m., 200.00 min.	0.0%	0.0%	01-Apr-23	
Vacant and Derelict Property	104.00	106.00	108.00	1.9%	3.8%	01-Apr-23	
Vacant Property Permit - 1 year <sup>1</sup>	N/A	1,450.00	1,450.00	0.0%	N/A	01-Apr-23	
Replacement of Vacant Property Permit	N/A	20.00	20.00	0.0%	N/A	01-Apr-23	
<b>Property Standards By-law - Re-inspection Fee</b>							
For first hour or part thereof/ property	Repealed	0.00	0.00	0.0%	0.0%	01-Apr-23	
For each subsequent hour or part thereof/ property	Repealed	0.00	0.00	0.0%	0.0%	01-Apr-23	
Re-inspection fee where the timeframe provided in a Notice of Violation or Order to Comply has elapsed and the deficiency or violation remains	500.00	510.00	520.00	2.0%	4.0%	01-Apr-23	
Administration and overhead charge	15%	15%	15%	0.0%	0.0%	01-Apr-23	



City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Short-Term Rentals</b>							
Host permit fee (2 year) <sup>1</sup>	53.00	53.00	53.00	0.0%	N/A	01-Apr-23	
Replacement of copy of host permit	20.00	20.00	20.00	0.0%	N/A	01-Apr-23	
Short-term rental property manager registration fee (1 year) <sup>1</sup>	143.00	143.00	143.00	0.0%	N/A	01-Apr-23	
Short-term rental platform registration - Tier 1 - < 100 listings (3 year) <sup>1</sup>	1,000.00	1,000.00	1,000.00	0.0%	N/A	01-Apr-23	
Short-term rental platform registration - Tier 2 - 101-500 listings (3 year) <sup>1</sup>	2,500.00	2,500.00	2,500.00	0.0%	N/A	01-Apr-23	
Short-term rental platform registration - Tier 3 - > 500 listings (3 year) <sup>1</sup>	5,000.00	5,000.00	5,000.00	0.0%	N/A	01-Apr-23	
Register a prohibition against a short-term rental, per residential unit <sup>1</sup>	5.00	5.00	5.00	0.0%	N/A	01-Apr-23	
Remove a prohibition against a short-term rental, per residential unit <sup>1</sup>	5.00	5.00	5.00	0.0%	N/A	01-Apr-23	
<b>Vehicles-for Hire (all) - Application/Renewal Processing Fee</b>	55.00	55.00	57.00	3.6%	3.6%	01-Apr-23	
<b>Vehicles-for Hire - Taxis - New Application<sup>1</sup></b>							
Taxicab Driver - Standard	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Taxicab Driver - Accessible	0.00	0.00	0.00	0.0%	0.0%	01-Apr-23	
Taxi Plate Holder - Standard Taxicab	578.00	578.00	578.00	0.0%	0.0%	01-Apr-23	
Taxi Plate Holder - Accessible Taxicab	578.00	578.00	578.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 1 to 24 taxicabs	856.00	856.00	856.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 25 to 99 taxicabs	2,619.00	2,619.00	2,619.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 100 or more taxicabs	7,696.00	7,696.00	7,696.00	0.0%	0.0%	01-Apr-23	
New Licence application for Standard or Accessible Taxicab Driver with no less than 10 yrs experience, who's Licence had lapsed	318.00	318.00	318.00	0.0%	0.0%	01-Apr-23	

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Vehicles-for Hire - Taxis - Renewal Application<sup>1</sup></b>							
Taxicab Driver - Standard	100.00	100.00	100.00	0.0%	0.0%	01-Apr-23	
Taxicab Driver - Accessible	0.00	0.00	0.00	0.0%	0.0%	01-Apr-23	
Taxi Plate Holder - Standard Taxicab	578.00	578.00	578.00	0.0%	0.0%	01-Apr-23	
Taxi Plate Holder - Accessible Taxicab	578.00	578.00	578.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 1 to 24 taxicabs	856.00	856.00	856.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 25 to 99 taxicabs	2,619.00	2,619.00	2,619.00	0.0%	0.0%	01-Apr-23	
Taxicab Broker - 100 or more taxicabs	7,696.00	7,696.00	7,696.00	0.0%	0.0%	01-Apr-23	
Late fee (additional) - Taxicab Driver, Taxicab Broker	56.00	56.00	57.00	1.8%	1.8%	01-Apr-23	
Late fee (additional) - Taxi Plate Holder - Standard & Accessible	102.00	102.00	102.00	0.0%	0.0%	01-Apr-23	
<b>Vehicles-for Hire - Taxis - Licence Transfer Fees<sup>1</sup></b>						01-Apr-23	
Transfer Taxi Plate Holder to Taxi Plate Holder	4,196.00	4,196.00	4,196.00	0.0%	0.0%	01-Apr-23	
Transfer Taxi Plate Holder - deceased Taxicab Owner to legal spouse/child within 12 months of death	312.00	312.00	312.00	0.0%	0.0%	01-Apr-23	
Two Taxi Plates or more upon Death of Plate Holder (per plate)	3,953.00	3,953.00	3,953.00	0.0%	0.0%	01-Apr-23	
Vehicle to replacement vehicle	56.00	56.00	56.00	0.0%	0.0%	01-Apr-23	
<b>Vehicles-for Hire - Taxis - Replacement of Duplicate Fees</b>							
Licence Plate	31.00	31.00	31.00	0.0%	0.0%	01-Apr-23	
Licence Certificate	20.00	20.00	20.00	0.0%	0.0%	01-Apr-23	
Change to Certificate	10.00	10.00	10.00	0.0%	0.0%	01-Apr-23	
Photo Identification	20.00	20.00	20.00	0.0%	0.0%	01-Apr-23	
Tariff Card	10.00	10.00	10.00	0.0%	0.0%	01-Apr-23	

City of Ottawa

Emergency & Protective Services

By-law and Regulatory Services - User Fees

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
<b>Vehicles-for Hire - Taxis - Inspection fee per vehicle</b>							
Meter check after initial check	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
Vehicle re-inspection	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
Renewal to Priority List	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
Addition to Priority List	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
<b>Vehicles-for Hire - Limousines</b>							
Owner/Operator <sup>3</sup>	999.00	999.00	999.00	0.0%	0.0%	01-Apr-23	
Each Vehicle (except auxiliary service vehicles)	578.00	578.00	578.00	0.0%	0.0%	01-Apr-23	
Each temporary vehicle (30 days)	61.00	61.00	61.00	0.0%	0.0%	01-Apr-23	
<b>Limousines - Licence Transfer Fee</b>							
Change of named Licencee	55.00	55.00	55.00	0.0%	0.0%	01-Apr-23	
Change of premise location	104.00	104.00	100.00	-3.8%	-3.8%	01-Apr-23	
Change of named Licencee to another partner	55.00	55.00	50.00	-9.1%	-9.1%	01-Apr-23	
Replacement vehicle	55.00	55.00	57.00	3.6%	3.6%	01-Apr-23	
<b>Vehicles-for Hire - Private Transportation Companies (PTC) 1</b>							
PTC - 1 to 24 affiliated vehicles	856.00 + 0.11/trip	856.00 + 0.11/trip	856.00 + 0.11/trip	0.0%	0.0%	01-Apr-23	
PTC - 25 to 99 affiliated vehicles	2,619.00 + 0.11/trip	2,619.00 + 0.11/trip	2,619.00 + 0.11/trip	0.0%	0.0%	01-Apr-23	
PTC - 100 or more affiliated vehicles	7,696.00 + 0.11/trip	7,696.00 + 0.11/trip	7,696.00 + 0.11/trip	0.0%	0.0%	01-Apr-23	
<b>Total Departmental</b>							<b>(445)</b>

Notes:

<sup>1</sup> Fees subject to Application processing, Canada Day Lottery Fee, Duplicate Permit Fee and Renewal late fee, as applicable.

<sup>2</sup> Fee per hour; a minimum charge of 3 hours will be applied, which includes on-site time, preparation and travel.

<sup>3</sup> Processing fee applies to each application by limousine Licencee regardless of number of temporary vehicles.

\* HST applicable.

## **Emergency & Protective Services Department**

### **2023 Service Area Summary - Public Policy Development**

The Public Policy Development Service Area is responsible for recommending public policy for regulatory matters within the purview of the Emergency and Protective Services Department (EPS), and for developing and drafting corresponding regulatory by-laws including amendments to existing by-laws. The Service supports other City departments with the development of their by-laws where there is an intersection with EPS.

#### **Programs/Services Offered**

- Providing strategic, policy, and regulatory advice and recommendations to EPS and other Departments, Committee and Council regarding the development and/or amendment of relevant EPS by-laws and policies
- Developing and implementing a by-law review workplan for each term of Council, in accordance with the Council-approved By-law Review Framework
- Undertaking by-law review projects for existing regulations or emerging areas, including conducting public engagement and stakeholder consultation, research, and drafting as required
- Monitoring the activities of other levels of government to determine impacts on EPS by-laws and regulations

City of Ottawa  
Emergency & Protective Services  
Public Policy Development - Operating Resource Requirement  
In Thousands (\$000)

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Public Policy Development	1,343	810	810	825	15
<b>Gross Expenditure</b>	<b>1,343</b>	<b>810</b>	<b>810</b>	<b>825</b>	<b>15</b>
Recoveries & Allocations	(476)	0	0	0	0
Revenue	0	0	0	0	0
<b>Net Requirement</b>	<b>867</b>	<b>810</b>	<b>810</b>	<b>825</b>	<b>15</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	1,264	789	789	804	15
Overtime	0	0	0	0	0
Material & Services	74	21	21	21	0
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	5	0	0	0	0
<b>Gross Expenditures</b>	<b>1,343</b>	<b>810</b>	<b>810</b>	<b>825</b>	<b>15</b>
Recoveries & Allocations	(476)	0	0	0	0
<b>Net Expenditure</b>	<b>867</b>	<b>810</b>	<b>810</b>	<b>825</b>	<b>15</b>
<b>Revenues By Type</b>					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	0	0	0	0	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Requirement</b>	<b>867</b>	<b>810</b>	<b>810</b>	<b>825</b>	<b>15</b>
<b>Full Time Equivalent</b>			<b>6.00</b>	<b>6.00</b>	<b>0.00</b>

**City Of Ottawa**  
**2023 Draft Capital Budget**  
**Emergency Preparedness and Protective Services Committee**  
**Capital Funding Summary**  
**In Thousands (\$000)**

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
By-Law & Regulatory Services						
Renewal of City Assets						
910811 2023 Buildings-By-Law Services	0	0	200	0	0	200
910975 Bylaw Equipment Replacement 2023	0	0	76	0	0	76
<b>Renewal of City Assets Total</b>	<b>0</b>	<b>0</b>	<b>276</b>	<b>0</b>	<b>0</b>	<b>276</b>
<b>By-Law &amp; Regulatory Services Total</b>	<b>0</b>	<b>0</b>	<b>276</b>	<b>0</b>	<b>0</b>	<b>276</b>
Public Safety Service						
Renewal of City Assets						
910976 IMCMS Equipment 2023	0	0	50	0	0	50
910977 Security Operations Eqpt Replace 2023	0	0	415	0	0	415
910978 Emergency Operations Eqpt Replace 2023	0	0	50	0	0	50
<b>Renewal of City Assets Total</b>	<b>0</b>	<b>0</b>	<b>515</b>	<b>0</b>	<b>0</b>	<b>515</b>
<b>Public Safety Service Total</b>	<b>0</b>	<b>0</b>	<b>515</b>	<b>0</b>	<b>0</b>	<b>515</b>
Ottawa Paramedic Services						
Renewal of City Assets						
910970 Paramedic Defibrillator Replacement 2023	0	0	1,250	0	0	1,250
910971 Paramedic Equipment Replacement 2023	0	0	500	0	0	500
910972 Paramedic Facilities Equip Replace 2023	0	0	150	0	0	150
910973 Paramedic Technology & Equipment 2023	0	0	300	0	0	300
<b>Renewal of City Assets Total</b>	<b>0</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>0</b>	<b>2,200</b>

**City Of Ottawa**  
**2023 Draft Capital Budget**  
**Emergency Preparedness and Protective Services Committee**  
**Capital Funding Summary**  
**In Thousands (\$000)**

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
Growth						
910969 Paramedic Vehicles & Equipment 2023	0	0	75	442	0	517
<b>Growth Total</b>	<b>0</b>	<b>0</b>	<b>75</b>	<b>442</b>	<b>0</b>	<b>517</b>
<b>Ottawa Paramedic Services Total</b>	<b>0</b>	<b>0</b>	<b>2,275</b>	<b>442</b>	<b>0</b>	<b>2,717</b>
Ottawa Fire Services						
Renewal of City Assets						
908883 Fire Back-Up Generators	0	0	250	0	0	250
908895 Fire Station Alerting & Paging System Up	0	0	630	0	0	630
910808 2023 Buildings-Fire Services	0	0	1,400	0	1,000	2,400
910940 Fire Tech. Development & Equipment-2023	0	0	535	0	0	535
910941 Specialty Fire Equip. Replacement-2023	0	0	284	0	0	284
910942 Fire Equipment Replacement Prog.-2023	0	0	385	0	0	385
910943 Fire Safety Equipment Replacement-2023	0	0	510	0	0	510
910944 Fire Facility Equipment Replacement-2023	0	0	485	0	0	485
<b>Renewal of City Assets Total</b>	<b>0</b>	<b>0</b>	<b>4,479</b>	<b>0</b>	<b>1,000</b>	<b>5,479</b>
Growth						
904333 Ottawa West Fire Station Expansion	0	0	143	143	0	285
906832 Fire Vehicles & Equipment	0	0	25	225	0	250
908031 Kanata North Fire Station	0	0	270	2,430	0	2,700
909130 Fire Rural Water Supply	0	0	75	175	0	250
<b>Growth Total</b>	<b>0</b>	<b>0</b>	<b>513</b>	<b>2,973</b>	<b>0</b>	<b>3,485</b>

City Of Ottawa  
 2023 Draft Capital Budget  
 Emergency Preparedness and Protective Services Committee  
 Capital Funding Summary  
 In Thousands (\$000)

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
Service Enhancements						
910945 CBRN Grant-2023	150	0	0	0	0	150
910946 USAR Grant-2023	400	0	0	0	0	400
<b>Service Enhancements Total</b>	<b>550</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>550</b>
<b>Ottawa Fire Services Total</b>	<b>550</b>	<b>0</b>	<b>4,992</b>	<b>2,973</b>	<b>1,000</b>	<b>9,514</b>
<b>Grand Total</b>	<b>550</b>	<b>0</b>	<b>8,058</b>	<b>3,415</b>	<b>1,000</b>	<b>13,022</b>