



Town of Newmarket
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2025 Building Permit Fees Information Report

Report Number: INFO-2026-18

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In accordance with the Procedure By-law, any member of Council may make a request to the Town Clerk that this Report be placed on an upcoming Committee of the Whole agenda for discussion.

Purpose

The purpose of this report is to provide information illustrating the building permit fees and costs associated with delivering the services for the year 2025.

Background

In 2016, By-law 2015-58 was enacted for Building Permit fees. In 2025, the Building Permit fees increased by an average of 3.1%. The number of permits issued in 2025 was 457.

As per the Building Code Act, 1992, a municipality is required to prepare a report regarding building permit fees collected and the costs of administering and enforcing this Act every 12 months; and the municipality shall make its report available to the public. The purpose of this report is to meet the statutory requirement.

Discussion

The total revenue earned in 2025 was \$1,580,553 (2024 - \$2,433,694). As at the end of December 31, 2025, the Reserve Fund for Building Permits had a deficit balance of \$1,460,773.

Appendix A - 2025 Annual Report on Building Permit Fees provides a summary of the fees collected, costs and the building reserve balance.

As part of the 2025 external audit, an adjustment was recorded in the 2025 Consolidated Financial Statements to comply with Public Sector Accounting Standards (PSAS), which required building permit reserves to be reported as deferred revenue and would not allow disclosure of a deficit balance. Accordingly, the \$1,460,773 deficit was reclassified, and the reserve fund balance was presented as zero for financial statement purposes, while the underlying deficit continues to be tracked internally.

Consultation

Consultation has taken place with Building Services staff.

Conclusion

This report will be posted on the Town's website.

Council Priority Association

This report aligns with the following Council Priority: Community and Economic Vibrancy

Human Resource Considerations

Not applicable to this report

Budget Impact

The 2025 fees were \$1,580,553. As low development activity continues, it is anticipated that a deficit will continue into future years which will lead to a further deficit balance in the Building Reserve by year-end.

The reserve fund balance will improve when the volume of development activity increases.

Attachments

Appendix A - 2025 Annual Report on Building Permit Fees

Approval for Distribution

Andrea Tang, CPA, CA

Director, Financial Services/Treasurer

Esther Armchuk, LL.B

Commissioner, Corporate Services

Report Contact

For more information on this report, contact info@newmarket.ca.

THE CORPORATION OF THE TOWN OF NEWMARKET

2025 Annual Report on Building Permit Fees

Appendix A

The Town of Newmarket is a municipality in the Province of Ontario, Canada. The municipality is required to prepare an annual report, which includes the total fees collected in the previous 12 month period:

	<u>2025</u>	<u>2024</u>
Fees collected in current year	\$ 1,580,553	\$ 2,433,694
Total Ontario Building Code Revenues	\$ 1,580,553	\$ 2,433,694

Direct and indirect costs of delivering services are as follows:

	<u>2025</u>	<u>2024</u>
Direct costs	\$ 2,347,817	\$ 2,084,809
Indirect costs	651,192	637,788
Capital costs	-	-
Total Ontario Building Code Expenditures	\$ 2,999,010	\$ 2,722,597
Net Surplus/(Deficit)	\$ (1,418,457)	\$ (288,903)

The continuity of the Reserve Fund for Building Permits is as follows:

	<u>2025</u>	<u>2024</u>
Balance, beginning of year	\$ 53,710	\$ 330,845
Plus: Interest Expense	(96,026)	11,768
Plus /(Less): Transfer (to) / from operating fund	(1,418,457)	(288,903)
Less: Transfer to capital fund	-	-
Balance, end of year	\$ (1,460,773)	\$ 53,710