

Administration Fees

| <b>Fee Description</b>  | <b>2024 Fee</b> | <b>Other Fees/Notes</b>  |
|---|-----------------|--|
| <b><u>Commissioning</u></b>   |                 |  |
| per document  | \$ 20.00        |  |
|   |                 |  |
| <b><u>Vital Statistics</u></b>  |                 |  |
| Marriage Licence  | \$ 140.00       |  |
| Marriage Licence Reprint  | \$ 60.00        |  |
| Marriage Ceremony (on-site or off-site)   | \$ 300.00       |  |
| Witness Fee (on-site only)  | \$ 25.00        | per witness  |
|   |                 |  |
| <b><u>Municipally Significant Event</u></b>   |                 |  |
| Application Fee   | \$ 100.00       | as per policy CP-A-3.5<br>(April 24, 2023)   |
|   |                 |  |
| <b><u>Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</u></b> |                 |  |
| Request for Access  | \$ 5.00         | Fees set by Act  |
| Per page of photocopy   | \$ 0.20         |  |
| Search time (per 15 minutes)  | \$ 7.50         |  |
| Record preparation (per 15 minutes)   | \$ 7.50         |  |
|   |                 |  |
| <b><u>Document Search</u></b>   |                 |  |
| Request for Access  | \$ 5.00         | Covers all searches that aren't filled under MFIPPA<br>(moved over from Building schedule) |
| Per page of photocopy   | \$ 0.20         |  |
| Search time (per 15 minutes)  | \$ 7.50         |  |
| Record preparation (per 15 minutes)   | \$ 7.50         |  |
|   |                 |  |

Administration Fees

| Fee Description                 | 2024 Fee          | Other Fees/Notes  |
|---------------------------------|-------------------|-------------------|
| <b><u>Lottery</u></b>           |                   |                   |
| Bingo Licence                   | 3% of Prize Value | Minimum of \$5.00 |
| Raffle Licence                  | 3% of Prize Value |                   |
| Break Open Licence              | 3% of Prize Value |                   |
| <b><u>Photocopying</u></b>      |                   |                   |
| <b>Black and White</b>          |                   |                   |
| Letter Size Page (per page)     | \$ 0.25           |                   |
| Legal Size Page (per page)      | \$ 0.25           |                   |
| 11x17 page (per page)           | \$ 0.50           |                   |
| Aerial Maps (Letter Size)       | \$ 3.00           |                   |
| Aerial Maps (11x17)             | \$ 6.00           |                   |
| Plotter Maps (22x36)            | \$ 20.00          |                   |
| <b>Colour</b>                   |                   |                   |
| Letter Size Page (per page)     | \$ 0.50           |                   |
| Legal Size Page (per page)      | \$ 0.50           |                   |
| 11x17 page (per page)           | \$ 1.00           |                   |
| <b><u>Mileage for Staff</u></b> |                   |                   |
|                                 | set by CRA        |                   |

## Building Fees

| <b>Fee Description</b>   | <b>2024 Fee</b> | <b>Other Fees/Notes</b>          |
|--|-----------------|----------------------------------|
| <b><u>Municipal Address Sign and Post</u></b>                    |                 |                                  |
| Municipal Address Sign   | \$ 31.20        |                                  |
| Municipal Address Post   | \$ 20.80        |                                  |
| <b><u>Telecommunications Tower Application</u></b>               |                 |                                  |
| Review of Application  | \$ 2,600.00     |                                  |
| <b><u>New Construction (including additions) Permit Fees</u></b> |                 |                                  |
| Group A - Assembly (per sq. ft)                                  | \$ 1.67         | Churches, Arenas, Theatres, etc. |
| Group B - Institutional (per sq. ft)                             | \$ 1.67         |                                  |
| Group C - Residential - All finished floors (per sq. ft)         | \$ 1.11         |                                  |
| Min. Fee (Group C)   | \$ 2,080.00     |                                  |
| Group D - Business and Personal Services (per sq. ft)            | \$ 1.23         | Office, Banks, etc.              |
| Group E - Mercantile (per sq. ft)                                | \$ 1.23         | Stores, etc.                     |
| Group F - Industrial (per sq. ft)                                | \$ 0.95         |                                  |
| Farm - Agricultural Barn (per sq. ft)                            | \$ 0.42         |                                  |
| Min. Fee (Farm-Agriculture Barn)                                 | \$ 1,144.00     |                                  |
| Farm - Agricultural Other (per sq. ft)                           | \$ 0.44         |                                  |
| Min. Fee (Farm-Agriculture Other)                                | \$ 1,144.00     |                                  |
| <b><u>Alterations, Interior finishes Permit Fees</u></b>         |                 |                                  |
| Group A - Assembly (per sq. ft)                                  | \$ 0.83         |                                  |
| Min. Fee (Group A)   | \$ 520.00       |                                  |
| Group B - Institutional (per sq. ft)                             | \$ 0.83         |                                  |
| Min. Fee (Group B)   | \$ 520.00       |                                  |
| Group C - Residential (per sq. ft)                               | \$ 0.56         |                                  |
| Min. Fee (Group C)   | \$ 198.00       |                                  |
| Group D - Business and Personal Services (per sq. ft)            | \$ 0.61         |                                  |
| Min. Fee (Group D)   | \$ 520.00       |                                  |

## Building Fees

| <b>Fee Description</b>   | <b>2024 Fee</b> | <b>Other Fees/Notes</b> |
|--|-----------------|-------------------------|
| <b><u>Alterations, Interior finishes Permit Fees</u></b>                           |                 |                         |
| Group E - Mercantile (per sq. ft)  | \$ 0.61         |                         |
| Min. Fee (Group E)   | \$ 520.00       |                         |
| Group F - Industrial (per sq. ft)  | \$ 0.47         |                         |
| Min. Fee (Group F)   | \$ 520.00       |                         |
| Farm - Agricultural Barn (per sq. ft)  | \$ 0.21         |                         |
| Min Fee (Farm-Agricultural Barn)   | \$ 198.00       |                         |
| Farm - Agricultural Other (per sq. ft)   | \$ 0.22         |                         |
| Min Fee (Farm-Agricultural Other)  | \$ 198.00       |                         |
|  |                 |                         |
| <b><u>Stand Alone Plumbing Permit Fee</u></b>                                      |                 |                         |
| Plumbing Fixtures (per fixture)  | \$ 11.44        |                         |
| Min Fee (Plumbing Fixture)   | \$ 198.00       |                         |
| Fire Service Mains, Private Sewers, Private Water Supply Lines                     | \$ 198.00       |                         |
|  |                 |                         |
| <b><u>Sewage Systems Permit Fees</u></b>   |                 |                         |
| New Systems  | \$ 759.00       |                         |
| Repair to Existing System  | \$ 380.00       |                         |
|  |                 |                         |
| <b><u>Other Permit Types Fees</u></b>  |                 |                         |
| Temporary Structures (Tents, Washroom Trailers, Modular Office Trailers, etc.)     | \$ 187.00       |                         |
| Garages and Carport (per sq. ft)   | \$ 0.66         |                         |
| Min Fee (Garages and Carport)  | \$ 187.00       |                         |
| Decks, Porches, Wood stoves, Swimming Pools, Accessory buildings and other permits | \$ 198.00       |                         |
| Accessory Structures in Agricultural Zones   | \$ 296.00       |                         |

## Building Fees

| <b>Fee Description</b>   | <b>2024 Fee</b> | <b>Other Fees/Notes</b> |
|--|-----------------|-------------------------|
| <b><u>Other Permit Types Fees</u></b>                                    |                 |                         |
| LCBO inspections, clearance letters, and work agreement permits          | \$ 99.00        |                         |
| Roof Mounted Solar Panels  | \$ 296.00       |                         |
| Portable Classrooms  | \$ 198.00       |                         |
| Portable Signs   | \$ 99.00        |                         |
| Signs  | \$ 150.00       |                         |
| Sign By-law Variance Application   | \$ 500.00       |                         |
| <b><u>Designated Structures Permit Fees</u></b>                          |                 |                         |
| Communication Tower/Industrial Silo                                      | \$ 988.00       |                         |
| Agricultural Silo  | \$ 988.00       |                         |
| Wind Turbine   | \$ 988.00       |                         |
| Retaining Walls (per 100 sq. ft)   | \$ 395.00       |                         |
|  |                 |                         |
| <b><u>Demolition Permit Fees</u></b>                                     |                 |                         |
| Residential  | \$ 395.00       |                         |
| Non-Residential  | \$ 593.00       |                         |
|  |                 |                         |
| <b><u>Administration Fees</u></b>  |                 |                         |
| Alternate solution review (per hour)                                     | \$ 198.00       |                         |
| Transfer of permit   | \$ 211.00       |                         |
| Change of Use  | \$ 197.00       |                         |
| Re-Inspection Fee after 2 inspections or inspection request is premature | \$ 395.00       |                         |
| Conditional Permits  | \$ 260.00       |                         |
|  |                 |                         |
| <b><u>Document Search</u></b>  |                 |                         |
| See Schedule A - Administration Fees                                     |                 |                         |

## Planning Fees

| <b>Fee Description</b>                            | <b>2024 Fee</b> | <b>Other Fees/Notes</b> |
|---|-----------------|-------------------------|
| <b><u>Committee of Adjustment</u></b>             |                 |                         |
| Minor Variance Application (each)                 | \$ 1,200.00     |                         |
| Expansion of Legal Non-Conforming Use (each)      | \$ 1,200.00     |                         |
|   |                 |                         |
| <b><u>Consent</u></b>                             |                 |                         |
| Application (each)                                | \$ 2,000.00     |                         |
| Per additional concurrent application on same lot | \$ 850.00       |                         |
| Change conditions of Consent                      | \$ 800.00       |                         |
| Issuance of Certificate of Consent (each)         | \$ 300.00       |                         |
| Per additional concurrent consent on the same lot | \$ 200.00       |                         |
| Validation of Title                               | \$ 1,500.00     |                         |
|   |                 |                         |
| <b><u>Official Plan</u></b>                       |                 |                         |
| Amendment Application (each)                      | \$ 4,000.00     |                         |
|   |                 |                         |
| <b><u>Zoning</u></b>                              |                 |                         |
| By-law Amendment Application (each)               | \$ 3,000.00     |                         |
| Temporary Use By-law Application (each)           | \$ 1,200.00     |                         |
| Remove Holding Provision Application (each)       | \$ 750.00       |                         |
|   |                 |                         |
| <b><u>Site Plan Approval</u></b>                  |                 |                         |
| Application to enter into a Site Plan Agreement   | \$ 2,000.00     |                         |
| Amendment to Site Plan Agreement                  | \$ 1,000.00     |                         |
|   |                 |                         |
| <b><u>Part Lot Control Exemption</u></b>          |                 |                         |
| Preparation of Part Lot Control Exemption By-law  | \$ 700.00       |                         |

## Planning Fees

| <b>Fee Description</b>   | <b>2024 Fee</b> | <b>Other Fees/Notes</b>                                 |
|--|-----------------|---|
| <b><u>Draft Plan of Subdivision/Condominium</u></b>                                  |                 |   |
| Draft Plan of Subdivision/Condominium process  | \$ 6,500.00     | Includes process from draft plan approval to assumption |
| Condominium Exemption  | \$ 500.00       |   |
| <b><u>Redline Amendment to Subdivision or Condominium</u></b>                        |                 |   |
| Major  | \$ 750.00       |   |
| Minor  | \$ 400.00       |   |
|  |                 |   |
| Deeming By-law   | \$ 1,500.00     |   |
| <b><u>Community Infrastructure &amp; Housing Accelerator Order (CIHAO)</u></b>       |                 |   |
| Request  | \$ 3,500.00     | Approved by Resolution No. 95-2023                      |
| <b><u>Zoning/Work Order Certificates</u></b>   |                 |   |
| Certificates (zoning, building, drainage information)                                |                 |   |
| Regular (3 to 5 days delivered by email)   | \$ 200.00       |   |
| Rush (1 to 2 days delivered by email)  | \$ 250.00       |   |
| Zoning Confirmation Letter (including OMVIC & Propane Exchange)                      | \$ 100.00       |   |
| <b><u>Ontario Power Authority Review &amp; Response to Feed-In-Tarriff (FIT)</u></b> | \$ 150.00       | each review and response                                |
| <b><u>Cash-in-Lieu of Parkland Dedication</u></b>                                    |                 |   |
| Residential purpose by consent per lot   | \$ 10,000.00    |   |
| Commercial or Industrial by consent per lot  |                 | Per Planning Act (Based on Appraisal)                   |
| Subdivision/Condominium  |                 | Per Planning Act (Based on Appraisal)                   |

| Fee Description  | 2024 Fee    | Other Fees/Notes               |
|--|-------------|--------------------------------|
| <b><u>Plant Capacity Fees - Residential Water Treatment</u></b>      |             |                                |
| Single and Semi-Detached   | \$ 3,928.00 |                                |
| Other Multiples  | \$ 2,562.00 |                                |
| Apartments (2+ Bedrooms)   | \$ 2,445.00 |                                |
| Apartments (Bachelor/1 bedroom)                                      | \$ 1,541.00 |                                |
| Nursing Home Bedroom Units   | \$ 1,325.00 |                                |
| <b><u>Plant Capacity Fees - Residential Wastewater Treatment</u></b> |             |                                |
| Single and Semi-Detached   | \$ 8,668.00 |                                |
| Other Multiples  | \$ 5,653.00 |                                |
| Apartments (2+ Bedrooms)   | \$ 5,395.00 |                                |
| Apartments (Bachelor/1 bedroom)                                      | \$ 3,401.00 |                                |
| Nursing Home Bedroom Units   | \$ 2,925.00 |                                |
| <b><u>Plant Capacity Fees - Non - Residential</u></b>                |             |                                |
| Water Services - Facilities  | \$ 1.86     | per sq. ft of Gross Floor Area |
| Wastewater Services - Facilities                                     | \$ 4.10     |                                |
| <b><u>Water Consumption Rates - Bi-Monthly</u></b>                   |             |                                |
| Fixed Fee - Base Rate  | \$ 42.00    |                                |
| Block 1 - Volume 0-50 m <sup>3</sup> (per m <sup>3</sup> )           | \$ 2.29     |                                |
| Block 2 - Volume over 50 m <sup>3</sup> (per m <sup>3</sup> )        | \$ 3.11     |                                |
| Fixed Fee - Fire protection, Unserviced Properties only              | \$ 16.81    |                                |
| Fixed Fee - Life Cycle Charge  | \$ 24.05    |                                |
| <i>Note: as approved in 2024 Budget</i>                              |             |                                |
|  |             |                                |



**Environmental Services Fees**

| <b>Fee Description</b>  | <b>2024 Fee</b>  | <b>Other Fees/Notes</b> |
|---|--|-------------------------|
| <b><u>Water Meter Rates</u></b>   |  |                         |
| Standard Residential Meter (5/8"x5/8" or 5/8" x 3/4" & Standard Valve, Tail and ERT | \$ 728.00  |                         |
| Standard Residential Meter (1") and standard valve, tail and ERT                    | \$ 832.00  |                         |
| Standard Residential Meter (greater than 1") and standard valve, tail and ERT       | Set by Director of Public Works at time of installation.<br>Note: the installation of 1" and greater meters and DCVA are the responsibility of the builder |                         |
| <b><u>General</u></b>   |  |                         |
| Environmental Certificate   | \$ 52.00   |                         |
| <b><u>Account Charges</u></b>   |  |                         |
| Late Payment (per month)  | 1.25%  |                         |
| Returned Cheque (plus bank charges)   | \$ 35.00   |                         |
| Change of Occupancy   | \$ 20.00   |                         |
| Delivery of Disconnection Notice  | \$ 50.00   |                         |
| New Water Account Administration Fee  | \$ 20.00   |                         |

## Environmental Services Fees

| <b>Fee Description</b>  | <b>2024 Fee</b>                | <b>Other Fees/Notes</b> |
|---|--------------------------------|-------------------------|
| <b><u>Tampering Charges</u></b>   |                                |                         |
| Water Meter Seal (per service connection)   | \$ 520.00                      |                         |
| Unauthorized operation of a Fire Hydrant or Watermain Valve                                       | \$ 520.00                      |                         |
| <b><u>Other Rates</u></b>   |                                |                         |
| Disconnection/Reconnection of Water Service during Regular Business Hours                         | \$ 52.00                       |                         |
| Disconnection/Reconnection of Water Service after Regular Business Hours                          | \$ 208.00                      |                         |
| Occupied Building Prior to Water Meter (water/sewer)  | Water & Wastewater Base Charge |                         |
| Temporary hydrant & backflow connection and bulk Water Fee- does not include water rate (per day) | \$ 200.00                      |                         |
| Water meter replacement (Due to neglect)  | Cost Recovery + 10%            |                         |
| Inspection Fee (per watermain)  | \$ 312.00                      |                         |
| Thawing water service (private side)  | \$ 208.00                      |                         |
| Letter of confirmation of water service   | \$ 75.00                       |                         |
| Commissioning of new watermain and testing costs  | \$ 312.00                      |                         |
| Water/Wastewater Operator -Regular Hours (per hour)   | \$ 65.00                       |                         |
| Water/Wastewater Operator -After Hours (per hour)   | \$ 94.00                       |                         |
| <b><u>Reconnection Fees due to Non-Payment</u></b>  |                                |                         |
| <i>Only AFTER full Payment</i>  |                                |                         |
| Reconnection during Regular Business Hours  | \$ 100.00                      |                         |
| Reconnection after Regular Business Hours   | \$ 230.00                      |                         |
| <b><u>Meter Check Request - Found to be accurate</u></b>  |                                |                         |
| 1" and under Water Meter  | \$ 312.00                      |                         |
| over 1" Water Meter (plus Plumber Expense)  | \$ 500.00                      |                         |

Environmental Services Fees

| Fee Description   | 2024 Fee                       | Other Fees/Notes |
|---|--------------------------------|------------------|
| <b><u>Backflow Prevention Program</u></b>   |                                |                  |
| Failure to submit a test report, cross connection survey or compliance certificate within specified time period                             | \$ 104.00                      |                  |
| Every person or corporation who is guilty of an offence under the backflow prevention By-law (first offence)                                | up to \$10,000.00              |                  |
| Every person or corporation who is guilty of an offence under the backflow prevention By-law (any subsequent offence)                       | Up to \$50,000.00              |                  |
| <b><u>Wastewater Rates - Bi-Monthly</u></b>   |                                |                  |
| Fixed Rate - Base Rate  | \$ 58.50                       |                  |
| Constant Rate (per m <sup>3</sup> )   | \$ 3.61                        |                  |
| <b><u>Catherine Street Local Treatment System</u></b>   |                                |                  |
| Fixed Rate - Base Rate  | \$ 58.50                       |                  |
| Constant Rate (per m <sup>3</sup> )   | \$ 3.61                        |                  |
| <i>Note: as approved in 2024 Budget</i>   |                                |                  |
| <b><u>Tampering Charges</u></b>   |                                |                  |
| <i>Stormwater, ground water, and/or surface water to enter sanitary sewer system (fee occurs if not repaired in 24 hrs of notification)</i> |                                |                  |
| Failure to install satisfactory connection (ie unsecure cleanout cap)   | \$ 520.00                      |                  |
| Deliberate faulty sanitary connection (broken or cut pipe)  | up to \$2,000.00 per incident  |                  |
| Discharge that violates any provision of the Sanitary and Stormwater Use By-law (first offence)   | up to \$10,000.00 per incident |                  |
| Discharge that violates any provision of the Sanitary and Stormwater Use By-law (any subsequent offence)                                    | up to \$20,000.00 per incident |                  |

Environmental Services Fees

| Fee Description   | 2024 Fee   | Other Fees/Notes |
|---|--|------------------|
| <b>Other Rates</b>  |  |                  |
| Inspection Fee (per sanitary sewer connection)  | \$ 312.00  |                  |
| Inspection Fee (high wastewater useage reduction)   | \$ 31.20   |                  |
| Letter of Confirmation (wastewater service)   | \$ 78.00   |                  |
| <b>Stormwater Rates- Charged Bi-Monthly</b>   |  |                  |
| Stormwater Charge   | \$ 11.79   |                  |
| <i>Note: stormwater service rates are indexed on January 1st of each year according to the Consumer Price Index (CPI) Using the September year over year rates by Statistics Canada</i> |  |                  |
| <b>Tampering Charges</b>  |  |                  |
| Failure to install satisfactory connection  | \$ 312.00  |                  |
| Deliberate faulty stormwater Connections (ie. Downspouts connected into storm sewer system)   | \$ 520.00  |                  |
| Deliberate faulty stormwater connection (ie. discharge into storm sewer system)   | up to \$1,000.00   |                  |
| Discharge that violates any provision of the Sanitary and Stormwater Use By-law (first offence)   | up to \$2,000.00   |                  |
| Discharge that violates any provision of the Sanitary and Stormwater Use By-law (any subsequent offence)  | up to \$10,000.00  |                  |
| <b>Other Rates</b>  |  |                  |
| Inspection fee (per connection)   | \$ 312.00  |                  |
| Inspection fee (high water usage reduction)   | \$ 31.20   |                  |
| Wastewater service -Letter of confirmation  | \$ 78.00   |                  |
| <b>Waste Management Fees (Garbage/Recycling)</b>  |  |                  |
| Waste Management Fees (per property)  | \$ 150.00  |                  |
| Recycling Fees for each additional multi-unit residential unit  | \$ 46.00   |                  |
| Curbside Garbage Bag Tag  | \$ 2.50  |                  |
| Replacement Blue Box (22 gallon)  | \$ 12.50   |                  |
| Processing illegally dumped garbage which is recovered  | \$500.00 or total cost of clean up, whichever is greater |                  |

Environmental Services Fees

| Fee Description   | 2024 Fee  | Other Fees/Notes          |
|---|-----------|---------------------------|
| <b>Landfill Fees</b>  |           |                           |
| Waste meeting municipal requirement (>50kg)                         | \$ 20.00  |                           |
| Oversized Waste meeting municipal requirement (>50kg)               | \$ 130.00 | per tonne /(\$20 Min fee) |
| Municipally controlled waste from adjacent seperated municipalities | \$ 47.00  |                           |

Transportation Fees

| Fee Description                                 | 2024 Fee    | Other Fees/Notes                    |
|---|-------------|-------------------------------------|
| Entrance Permit                                 | \$ 312.00   |                                     |
| Work Permit (Construction within Municipal ROW) | \$ 312.00   |                                     |
| Road Closure                                    | \$ 312.00   |                                     |
| Road Occupancy refundable deposit (minimum)     | \$ 1,500.00 | amount to be set by municipality    |
| Winter Maintenance of Unassumed Roads           | \$ 125.00   | per km, if an agreement is in place |

**Fire Fees**

| <b>Fee Description</b>  | <b>2024 Fee</b>                      | <b>Other Fees/Notes</b>        |
|---|--------------------------------------|--------------------------------|
| <b>Fire Report</b>  | \$ 30.00                             |                                |
| <b><u>Public Roadway call outs (non-residents)</u></b>  |                                      | Or current MTO Published Rates |
| First Hour for each vehicle at fault  | \$ 559.86                            |                                |
| Every 1/2 hour thereafter for each vehicle at fault (plus additional cost of consumables)   | \$ 271.52                            |                                |
| <b><u>Additional Expenses</u></b><br>to retain a private contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation | Actual cost of equipment and service |                                |
| <b><u>Open Burn Violations</u></b>  |                                      |                                |
| <b><u>First Occurrence</u></b>  |                                      |                                |
| First hour for each vehicle   | \$ 200.00                            |                                |
| Each additional 1/2 hour (or part thereof) per piece of equipment   | \$ 100.00                            |                                |
| Flat rate if no services are required   | \$ 200.00                            |                                |
| <b><u>Subsequent Occurrences</u></b>  |                                      |                                |
| First hour for each vehicle   | \$ 450.00                            |                                |
| Each additional 1/2 hour (or part thereof) per piece of equipment   | \$ 225.00                            |                                |
| Flat rate if no services are required   | \$ 420.00                            |                                |
| Maximum Charge of three (3) apparatus per occurrence  |                                      |                                |