



MUNICIPALITY OF West Elgin

Administration

2024 Fees

Animal Control

Kennel Licence	\$ 200.00
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Requests

Reprint of Tax/Water Bills or Statements	\$ 15.00
Tax Certificates	\$ 70.00
Fire Report	\$ 70.00
Septic Records Search	\$ 70.00
Work Order Inquires	\$ 70.00

General

Mileage (per km)	CRA Rate
NSF Fee	\$ 55.00
Copies of Zoning or Official Plan By-Law	\$ 60.00
Photocopies	\$ 0.50
Tax Sale Packages	Cost recovery
Fax (per page)	\$ 1.25
Courier Delivery (Flat Rate)	\$ 15.00
Burial Permit	\$ 20.00
Marriage License	\$ 150.00
Marriage Ceremony	\$ 350.00
Rehersal fee	\$ 100.00
Penalty on late payments (per month)	2%
Truck, Air Brake and Bus MTO Books	\$ 20.00
Driver and Motorcycle MTO Books	\$ 16.00
Transfer of Fee to Property Taxes	\$ 60.00



MUNICIPALITY OF West Elgin

Administration

2024 Fees

General Research Fee per hour	\$ 35.00
By-law Appeal Hearing Fee	\$ 125.00
Flower Baskets	\$ 100.00

Drainage

Tile Drain loan application	\$ 160.00
Drainage Reapportionment (first Drain)	\$ 85.00
Drainage Reapportionment (additional drains)	\$ 60.00
Drain Maintenance (min charge)	\$ 40.00

MFIPPA

Application Fee	\$ 5.00
Search/Preparation Time per hour	\$ 30.00
Photocopies	\$ 0.20
Shipping (minimum)	\$ 10.00



MUNICIPALITY OF West Elgin

Building Fees

Residential - Group C Occupancies

- 1st Floor per square foot
- 2nd & 3rd floor per square foot
- Basement
- Crawlspace
- Garage/Porch/Deck/Storage/Workshop
- Alt & Reno where square footage cannot be determined as above
- Minimum Fee for all permits

2024 Fees

1st Floor per square foot	\$1.10/sf
2nd & 3rd floor per square foot	\$1.10/sf
Basement	\$0.60/sf
Crawlspace	\$0.50/sf
Garage/Porch/Deck/Storage/Workshop	\$0.50/sf
Alt & Reno where square footage cannot be determined as above	\$15/\$1,000 Const. Value
Minimum Fee for all permits	\$400.00

Accessory Buildings - Decks, Porches etc.

- Less than 250 sf
- 251 to 500 sf
- 501 to 1000 sf
- Over 1000 sf

Less than 250 sf	\$ 180.00
251 to 500 sf	\$180 + \$0.25/sf over 250 sf
501 to 1000 sf	\$280 + \$0.15/sf over 500 sf
Over 1000 sf	\$320 + \$0.10/sf over 1000 sf

Farm Buildings

- Livestock Buildings & Manure Pits

Livestock Buildings & Manure Pits	\$120 + \$9/\$1,000 CV
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Non Livestock Agricultural Buildings

- Less than 250 sf
- 251 to 500 sf
- 501 to 1000 sf
- 1001 to 1500 sf
- 1501 to 3000 sf
- 3001 sf or greater

Less than 250 sf	\$190.00
251 to 500 sf	\$190 + \$0.25/sf over 250 sf
501 to 1000 sf	\$280 + \$0.15/sf over 500 sf
1001 to 1500 sf	\$320 + \$0.15/sf over 1000 sf
1501 to 3000 sf	\$380 + \$0.10/sf over 1500 sf
3001 sf or greater	\$460 + 0.10/sf over 3000 sf

Sewage System Permits

Sewage System Permits	
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MUNICIPALITY OF West Elgin

Building Fees

- New Class 4 or 5 sewage system
- Repair to sewage system
- Permit Renewal Fee

2024 Fees

\$	570.00
\$	370.00
\$	170.00

Miscellaneous Permit Fees

Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances

- Demolition Permit
- In Ground Swimming Pools (includes fencing)
- Fence around Above Ground Pools
- Building Re-locations
- Transfer of Permit Fee
- Tent Permit (greater than 60 m squared)
- Re-inspection Fee (not ready for insp) - **NEW**
- Change of Use (no construction)
- Septic Inspection due to severance
- Indemnity/Security Deposit (refundable)
- Conditional Permit
- Sign permit
- Building Research Fee (per hour)
- Water Service Inspection fee

\$	170.00
\$	170.00
\$	170.00
\$	170.00
\$	170.00
\$	170.00
\$	170.00
\$	100.00
\$	170.00
\$	170.00
	\$500 or \$1,000
\$	340.00
\$	170.00
\$	40.00
\$	90.00

Commercial - Group D & E Occupancies, Including Mix Use Group C

- Minor int reno less than 1000 sf GFA
- Major int reno 1000 sf and over GFA
- New Construction & Additions
- Group A & B Occupancies

\$1.00/sf - min \$420
\$1.00/sf - min \$970
\$14/\$1,000 Const. Value - min \$1,500
\$14/\$1,000 Const. Value - min \$1,000



MUNICIPALITY OF West Elgin

Schedule A - 2024 Fees Charges - By-Law 2024-43

Building Fees

Industrial - Group F Occupancies

New Fees

Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses

Alternative Solution Review

Additional Plans Review(changes to original submission)

Expedite Permit Review (if time allows)

Plumbing - new Water Service Connection or Sewer Connection

Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere

Cost of Construction shall be based on current market value for labour and material - CBO discretion (quotes and contracts may be requested)

2024 Fees

\$14/\$1000 Const. Value - min \$1,000

\$14/\$1,000 Const. Value - min. \$1,000

TBD by CBO - based on peer review cost

25% addition to original permit fee
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25% addition to permit fee

\$ 250.00

\$500.00/structure



MUNICIPALITY OF
West Elgin

Fire Department Fees

- Emergency Services on Provincial Highways - per hour, per road
- Emergency Services on Roads in Municipality (Non-residents)
- Emergency services on private property by outside agencies
- Inspection Services - per inspection

2024 Fees

MTO Posted rate	
MTO Posted rate	
Based on Actual Costs	
\$	150.00



MUNICIPALITY OF West Elgin

Planning

- Consent (severance) application (Sections 53 and 57 of the Planning Act)
- Minor variance application (Section 45(1) to 45(3) of the Planning Act)
- Zoning by-law amendment application
- Holding zone symbol removal by-law
- Temporary use by-law (Sections 39 and 39.1 of the Planning Act)
- Temporary use by-law Extension Requests
- Deeming by-law
- Zoning Certificate/letter
- Official plan amendment application
- Site plan control application
- Site plan amendment
- Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)
- Planning and Development Agreement (plus engineering, consultant and/or legal costs)
- Plan of subdivision/condo amendment
- Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)
- Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings)
- Cash-In-lieu of Parkland Fee (subdivision and condominiums)
- Part Lot Control Application
- Part Lot Control Extension Request
- Telecommunications Towers

2024 Fees

	\$850 (plus \$425 per additional lot)
\$	1,100.00
\$	1,350.00
\$	600.00
\$	1,250.00
\$	650.00
\$	1,250.00
\$	80.00
\$	2,600.00
\$	2,650.00
\$	1,600.00
\$	5,600.00
	combining with SPA fee, no separate fee now
\$	3,000.00
	combined in SP amend or plan amend, no separate fee now
	\$2,000 or as per Section 51.1 of the Planning Act (whichever is lower)
	As per Section 51.1 of the Planning Act- based on land valuation calculation
\$	900.00
\$	450.00
\$	750.00

Re-Notification Fee of Planning Application, based on Proponent Request
 Schedule A - 2024 Fees Charges - By-Law 2024-43

	50% of Application Fee
Processing of inquiries related to acquisition of Municipal owned land (including road allowances)	\$ 450.00
Change of Conditions to Consent Request	\$ 450.00
Red Line Revision Comments to the County / Ontario Land Tribunal on Subdivisions and Condominiums	\$ 1,300.00
Draft Plan Approval Clearance Letter to the County / Ontario Land Tribunal	\$ 600.00
Draft Plan Extension Comments to the County / Ontario Land Tribunal	\$ 900.00
Reactivating a planning application that has not been acted on in 12 months	50% of Application Fee
Condominium Exemption Comments to the County	\$ 900.00

*** Note: Any engineering, legal or consulting fees over and above established rates will be added to all planning fees. These fees are charged per lot where applicable ***



MUNICIPALITY OF West Elgin

Schedule A - 2024 Fees Charges - By-Law 2024-43

Port Glasgow Trailer Park

2024 Fee

Seasonal Fees

Lots with 30 amp service
Additional charge for Lakefront
Winter Storage

\$	2,100.00
\$	120.00
\$	60.00

Additional Fees

Air Conditioner
Freezer
Fridge
Electric Dryer
Electric Hot Water Heater
Combo Electric/Gas Hot Water Heater
Electric Golf Carts
Electric Car
Boat Trailer Parking
Refundable deposit for key to laundry room
Coin access washer
Coin access dryer
Rental of Dance Hall
Clean up deposit for Dance Hall Rental
Rental of Pavillion (per day)
Rental of Pavillion (per hour)
Rental of Recreation Hall (per day)
Seasonal Lot Transfer of Lease
Booth Rental (June to Sept) (per month)
Cleaning of yard at an individual trailer site (per hour)

\$	100.00
\$	100.00
\$	100.00
\$	100.00
\$	100.00
\$	100.00
\$	100.00
\$	100.00
\$	60.00
\$	10.00
\$	3.00
\$	3.00
\$	30.00
\$	100.00
\$	40.00
\$	10.00
\$	40.00
\$	125.00
	per RFP
\$	50.00



MUNICIPALITY OF
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Schedule A - 2024 Fees Charges - By-Law 2024-43

Port Glasgow Trailer Park	2024 Fee
<u>Transient Fees</u>	
Daily Rates	
Tents	\$ 45.00
1 Man Tent (no motorized vehicle)	\$ 20.00
Sites with hydro and water	\$ 60.00
Sites with hydro and water and sewer	\$ 65.00
Weekly Rates (7 days)	
Sites with Hydro and Water	\$ 330.00
Sites with hydro and water and sewer	\$ 360.00
Note: rental fees for Dance Hall, Pavillion and Recreation Hall do not apply to seasonal residents of PGTP	



MUNICIPALITY OF West Elgin

Public Works

2024 Fees

911 Signs

Sign	\$	50.00
Post	\$	50.00
Sign & Post together	\$	80.00

Recycling

Composter	Cost recovery	
Blue Box	\$	10.00
New Home Construction (max 2)	No charge	

Landfill - Tipping Fees

Pick up Load	\$	45.00
1/2 pick up load	\$	25.00
Large Item Fee (Couches, Mattress etc)(per item)	\$	15.00
Removal of Refridgerant	\$	30.00
Shingles/Construction Materials/ Commercial	\$	160.00

Permits

Entrance Permit	\$	120.00
Refundable deposit for above permits	\$	450.00
Road Occupancy Permit (to work under/on road)	\$	120.00
Moving Permit	\$	120.00
Refundable deposit for above permits	\$	1,100.00

*** Above requires Certificate of Insurance Naming Municipality as additional insured ***

Public Works**2024 Fees****Oil & Gas exploration - Road user agreement for construction**

Agreement fee	\$	265.00
Annual fee (per km)	\$	120.00
Refundable deposit for damages (per km)	\$	1,100.00

Work on Road allowance on behalf of ratepayer

Time	current employee rate
Equipment	based on current Ontario Provincial Standard Specification
Material	cost
Administration fee	5% of total invoice cost before taxes

Work on Private Property as a result of Municipal Order

Time (minimum 2 hours)	current employee rate
Equipment	based on current Ontario Provincial Standard Specification
Material	cost
Administration fee	5% of total invoice cost before taxes

Work on Road Allowance on behalf of Elgin County

Time	current employee rate
Equipment	Based on Elgin County Maintenance Agreement
Material	cost
Administration fee	5% of total invoice cost before taxes
Municipal Consent	\$200 +\$0.25/m



MUNICIPALITY OF West Elgin

Schedule A - 2024 Fees Charges - By-Law 2024-43

Recreation 2024 Fees

Arena

Ice Rental

Prime Time Adult Rate	\$ 185.00
Prime Time Youth Rate	\$ 156.00
Off Prime Rate (adult & youth)	\$ 87.00
Arena Warm Room Rental (per hour)	\$ 25.00
Skate Sharpening	\$ 10.00

Public Skating

per person	\$ 5.00
per family	\$ 10.00
Sponsored Public Skating	\$ 130.50

Summer Main Floor

Per day (8 hours)	\$ 495.00
Per hour	\$ 52.00
Set up (per hour per staff member)	\$ 55.00
Additional Clean up (per hour per staff member)	\$ 55.00

Booth Rental

Per month (open 3 days per week)	As per RFP
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Advertising Space Rental (Per Season)

Recreation	2024 Fees
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Wall Signs (3 x 6')	\$ 150.00
Ice Logos (plus expenses)	\$ 600.00
Zamboni (per full side)	\$ 600.00
Board Wrapping	\$ 350.00

*** Above does not include the cost of the sign/wrap ***

Recreation - General

Miller Park Pavillion (per hour)	\$ 10.00
Miller Park Pavillion (per day)	\$ 40.00
Staff Screening due to COVID Requirements (per hour)	\$ 30.00
Scout Hall (per hour)	\$ 35.00
Municipally Run Program (per person/per session)	\$ 5.00

West Elgin Recreation Centre

Main Floor Rental (per hour)	\$ 50.00
Large Meeting Room (per hour)	\$ 40.00
Kitchen per hour	\$ 50.00
Small Meeting Room (per hour)	\$ 25.00
Full Building Full Day Rental (8+ hours)	\$ 550.00
Full building (per hour)	\$ 100.00
Staff Set Up fee (per hour per staff member)	\$ 60.00

Baseball Diamond

Baseball Diamond - with lights (per season per team)	\$ 450.00
Baseball Diamond - without lights (per season per team)	\$ 250.00
Baseball Tournaments (per day)	\$ 150.00

Soccer Fields

Minor Soccer (per player)	\$ 15.00
Adult Soccer (per team)	\$ 250.00
Soccer Tournaments (per day/ per field)(adults)	\$ 150.00
Sand Ring (per day)	\$ 350.00

Recreation**2024 Fees**

Sand Ring with overnight camping

\$	600.00
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Swimming Pool

Family Season Pass

\$	200.00
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Family Monthly Pass

\$	150.00
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Single Season Pass

\$	125.00
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Single Monthly Pass

\$	80.00
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Open Swim Admission (per person)

\$	5.00
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Open Swim Admission (per family)

\$	10.00
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Swimming Lessons (per 2 week Session)

\$	90.00
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Private Swimming Lessons (per 2 week Session)

\$	150.00
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Pool Rental (per hour - include 2 Life Guards)

\$	100.00
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Additional Life Guards (per hour)(if required)

\$	50.00
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Aqua Fit (per class)

\$	10.00
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Aqua Fit (for 10 visits)

\$	90.00
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Adult and Senior Swim (per vist)

\$	5.00
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Swim Team / Synchronized Swimming (season)

\$	90.00
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***** Note - Public skate/ Open swim times prices based on 1.5hour *****



MUNICIPALITY OF West Elgin

Schedule A - 2024 Fees Charges - By-Law 2024-43

Four Counties Transit

2024 Fees

Trips within Service Area

Mileage (per km)

\$ 1.50

One way Trip

\$ 8.00

Round Trip (per person)

\$ 16.00

Trips outside Service Area

Round Trip (per person) + Mileage

\$ 50.00

Special trips

During normal hours (per hour) + mileage

\$ 50.00

Outside normal hours (per hour)+ mileage

\$ 70.00



MUNICIPALITY OF
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Water

2024 Fees

Administration

Water Security Deposits - Tennants (Commercial)
 Water Service disconnect/reconnect
 Call Out Fee (Business Hours 7:30 am - 3:30 pm)
 After Hours Call Out Fee
 Transfer of account

N/A	
\$	70.00
\$	70.00
\$	140.00
\$	60.00

Water Service Connections

Water service installation- materials
 Water service installation - labour & machine time
 1 inch service
 For Special Sizing Contact Office

Cost	
Current municipal rate	
\$	5,000.00

Water connection fee - Municipalities

Southwest Middlesex Water Customer within West Elgin Boundaries
 Dutton Dunwich Water Customer within West Elgin Boundaries

As determined by SWM
As determined by Dutton Dunwich