



MUNICIPALITY OF West Elgin

Administration

2024 Fees

2025 Fees

\$ Increase

% Increase

Requests

Reprint of Tax/Water Bills or Statements	\$ 15.00	\$ 15.00	\$ -	0%
Tax Certificates	\$ 70.00	\$ 70.00	\$ -	0%
Septic Records Search	\$ 70.00	\$ 70.00	\$ -	0%
Work Order Inquires	\$ 70.00	\$ 70.00	\$ -	0%

General

Mileage (per km)	CRA Rate	CRA Rate		
NSF Fee	\$ 55.00	\$ 55.00	\$ -	0%
Copies of Zoning or Official Plan By-Law	\$ 60.00	\$ 60.00	\$ -	0%
Photocopies	\$ 0.50	\$ 0.50	\$ -	0%
Tax Sale Packages	Cost recovery	Cost recovery		
Fax (per page)	\$ 1.25	\$ 1.25	\$ -	0%
Courier Delivery (Flat Rate)	\$ 15.00	\$ 15.00	\$ -	0%
Burial Permit	\$ 20.00	\$ 20.00	\$ -	0%
Marriage License	\$ 150.00	\$ 150.00	\$ -	0%
Penalty on late payments (per month)	2%	2%	\$ -	0%
Transfer of Fee to Property Taxes	\$ 60.00	\$ 60.00	\$ -	0%
General Research Fee per hour	\$ 35.00	\$ 35.00	\$ -	0%
By-law Appeal Hearing Fee	\$ 125.00	\$ 125.00	\$ -	0%
Flower Baskets	\$ 100.00	\$ 100.00	\$ -	0%



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Drainage

	2024 Fees	2025 Fees	\$ Increase	% Increase
Tile Drain loan application	\$ 160.00	\$ 160.00	\$ -	0%
Drainage Reapportionment (first Drain)	\$ 85.00	\$ 85.00	\$ -	0%
Drainage Reapportionment (additional drains)	\$ 60.00	\$ 60.00	\$ -	0%
Drain Maintenance (min charge)	\$ 40.00	\$ 40.00	\$ -	0%

MFIPPA

Application Fee	\$ 5.00	\$ 5.00	\$ -	0%
Search/Preparation Time per hour	\$ 30.00	\$ 30.00	\$ -	0%
Photocopies	\$ 0.20	\$ 0.20	\$ -	0%
Shipping (minimum)	\$ 10.00	\$ 10.00	\$ -	0%



MUNICIPALITY OF
West Elgin

	2024 Fees	2025 Fees	\$ Increase	% Increase
Animal Control				
Kennel Licence	\$ 200.00	\$ 200.00	0%	\$ -
Backyard Hens License Fee		\$ 150.00	0%	\$ -
Backyard Hens Annual Renewal To begin 2026		\$ 100.00	0%	\$ -



MUNICIPALITY OF West Elgin

Building Fees	2024 Fees	2025 Fees	\$ Increase	% Increase
Residential - Group C Occupancies				
1st Floor per square foot	\$1.10/sf	\$1.10/sf	\$ -	0.00%
2nd & 3rd floor per square foot	\$1.10/sf	\$1.10/sf	\$ -	0.00%
Basement	\$0.60/sf	\$0.60/sf	\$ -	0.00%
Crawlspace	\$0.50/sf	\$0.50/sf	\$ -	0.00%
Garage/Porch/Deck/Storage/Workshop	\$0.50/sf	\$0.50/sf	\$ -	0.00%
Alt & Reno where square footage cannot be determined as above	\$15/\$1,000 Const. Value	\$15/\$1,000 Const. Value	\$ -	0.00%
Minimum Fee for all permits	\$400.00	400	\$ -	0.00%
Accessory Buildings - Decks, Porches etc.				
Less than 250 sf	\$ 180.00	\$ 180.00	\$ -	0%
251 to 500 sf	\$180 + \$0.25/sf over 250 sf	\$180 + \$0.25/sf over 250 sf	\$ -	0%
501 to 1000 sf	\$280 + \$0.15/sf over 500 sf	\$280 + \$0.15/sf over 500 sf	\$ -	0%
Over 1000 sf	\$320 + \$0.10/sf over 1000 sf	\$320 + \$0.10/sf over 1000 sf	\$ -	0%
Farm Buildings				
Livestock Buildings & Manure Pits	\$120 + \$9/\$1,000 CV	\$120 + \$9/\$1,000 CV	\$ -	0%
Non Livestock Agricultural Buildings				
Less than 250 sf	\$190.00	\$190.00	\$ -	0%
251 to 500 sf	\$190 + \$0.25/sf over 250 sf	\$190 + \$0.25/sf over 250 sf	\$ -	0%
501 to 1000 sf	\$280 + \$0.15/sf over 500 sf	\$280 + \$0.15/sf over 500 sf	\$ -	0%
1001 to 1500 sf	\$320 + \$0.15/sf over 1000 sf	\$320 + \$0.15/sf over 1000 sf	\$ -	0%
1501 to 3000 sf	\$380 + \$0.10/sf over 1500 sf	\$380 + \$0.10/sf over 1500 sf	\$ -	0%
3001 sf or greater	\$460 + 0.10/sf over 3000 sf	\$460 + 0.10/sf over 3000 sf	\$ -	0%
Sewage System Permits				
New Class 4 or 5 sewage system	\$ 570.00	\$ 570.00	\$ -	0%
Repair to sewage system	\$ 370.00	\$ 370.00	\$ -	0%
Permit Renewal Fee	\$ 170.00	\$ 170.00	\$ -	0%



MUNICIPALITY OF West Elgin

Building Fees	2024 Fees	2025 Fees	\$ Increase	% Increase
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Miscellaneous Permit Fees

Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 170.00	\$ 170.00	\$ -	0%
Demolition Permit	\$ 170.00	\$ 170.00	\$ -	0%
In Ground Swimming Pools (includes fencing)	\$ 170.00	\$ 170.00	\$ -	0%
Fence around Above Ground Pools	\$ 170.00	\$ 170.00	\$ -	0%
Building Re-locations	\$ 170.00	\$ 170.00	\$ -	0%
Transfer of Permit Fee	\$ 170.00	\$ 170.00	\$ -	0%
Tent Permit (greater than 60 m squared)	\$ 170.00	\$ 170.00	\$ -	0%
Re-inspection Fee (not ready for insp)	\$ 100.00	\$ 100.00	\$ -	0%
Change of Use (no construction)	\$ 170.00	\$ 170.00	\$ -	0%
Septic Inspection due to severance	\$ 170.00	\$ 170.00	\$ -	0%
Indemnity/Security Deposit (refundable)	\$500 or \$1,000	\$500 or \$1,000	\$ -	0%
Conditional Permit	\$ 340.00	\$ 340.00	\$ -	0%
Sign permit	\$ 170.00	\$ 170.00	\$ -	0%
Building Research Fee (per hour)	\$ 40.00	\$ 40.00	\$ -	0%
Water Service Inspection fee	\$ 90.00	\$ 90.00	\$ -	0%

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

Minor int reno less than 1000 sf GFA	\$1.00/sf - min \$420	\$1.00/sf - min \$420	\$ -	0%
Major int reno 1000 sf and over GFA	\$1.00/sf - min \$970	\$1.00/sf - min \$970	\$ -	0%
New Construction & Additions	\$14/\$1,000 Const. Value - min \$1,500	\$14/\$1,000 Const. Value - min \$1,500	\$ -	0%
Group A & B Occupancies	\$14/\$1,000 Const. Value - min \$1,000	\$14/\$1,000 Const. Value - min \$1,000	\$ -	0%
Industrial - Group F Occupancies	\$14/\$1000 Const. Value - min \$1,000	\$14/\$1000 Const. Value - min \$1,000	\$ -	0%



MUNICIPALITY OF West Elgin

Building Fees	2024 Fees	2025 Fees	\$ Increase	% Increase
New Fees				
Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses	\$14/\$1,000 Const. Value - min. \$1,000	\$14/\$1,000 Const. Value - min. \$1,000	\$ -	0%
Alternative Solution Review	TBD by CBO - based on peer review cost	TBD by CBO - based on peer review cost	\$ -	0%
Additional Plans Review(changes to original submission)	25% addition to original permit fee	25% addition to original permit fee	\$ -	0%
Expedite Permit Review (if time allows)	25% addition to permit fee	25% addition to permit fee	\$ -	0%
Plumbing - new Water Service Connection or Sewer Connection	\$ 250.00	250	\$ -	0%
Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere	\$500.00/structure	\$500.00/structure	\$ -	0%

Refundable Deposits*				
Decks, Sheds, Septic Systems, All other permits with Construction Value under \$10,000 (except swimming pools/swimming pool fences)		\$ 500.00		
Demolition Permit (that do not form part of any other agreement with the Municipality)		\$ 1,000.00		
Permits with Construction Value over \$10,000 and under \$50,000		\$ 2,000.00		
Swimming Pools/Swimming Pool Fences (in builtup areas where a lot grading design is required)		\$ 2,000.00		
Swimming Pools/Swimming Pool Fences (where no lot grading design is required)		\$ 1,000.00		
Permits with construction value over \$50,000 (except swimming pools/swimming pool fences)		\$ 3,500.00		

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



MUNICIPALITY OF
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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
 Fire Report

	2024 Fees	2025 Fees	\$ Increase	% Increase	
MTO Posted rate		MTO Posted rate			
MTO Posted rate		MTO Posted rate			
Based on Actual Costs		Based on Actual Costs			
\$	150.00	\$	155.00	\$ 5.00	3.33%
\$	70.00	\$	72.00	\$ 2.00	2.86%



MUNICIPALITY OF
West Elgin

Planning	2024 Fees	2025 Fees	\$ Increase	% Increase
Consent (severance) application (Sections 53 and 57 of the Planning Act)	\$850 (plus \$425 per additional lot)	\$850 (plus \$425 per additional lot)		
Minor variance application (Section 45(1) to 45(3) of the Planning Act)	\$ 1,100.00	\$ 1,100.00	\$ -	0%
Zoning by-law amendment application	\$ 1,350.00	\$ 1,350.00	\$ -	0%
Holding zone symbol removal by-law	\$ 600.00	\$ 600.00	\$ -	0%
Temporary use by-law (Sections 39 and 39.1 of the Planning Act)	\$ 1,250.00	\$ 1,250.00	\$ -	0%
Temporary use by-law Extension Requests	\$ 650.00	\$ 650.00	\$ -	0%
Deeming by-law	\$ 1,250.00	\$ 1,250.00	\$ -	0%
Zoning Certificate/letter	\$ 80.00	\$ 80.00	\$ -	0%
Official plan amendment application	\$ 2,600.00	\$ 2,600.00	\$ -	0%
Site plan control application	\$ 2,650.00	\$ 2,650.00	\$ -	0%
Site plan amendment	\$ 1,600.00	\$ 1,600.00	\$ -	0%
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	\$ 5,600.00	\$ 5,600.00	\$ -	0%
Planning and Development Agreement (plus engineering, consultant and/or legal costs)	combining with SPA fee, no separate fee now	combining with SPA fee, no separate fee now		
Plan of subdivision/condo amendment	\$ 3,000.00	\$ 3,000.00	\$ -	0%
Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)	combined in SP amend or plan amend, no separate fee now	combined in SP amend or plan amend, no separate fee now		
Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings)	\$2,000 or as per Section 51.1 of the Planning Act (whichever is lower)	\$2,000 or as per Section 51.1 of the Planning Act (whichever is lower)		
Cash-In-lieu of Parkland Fee (subdivision and condominiums)	As per Section 51.1 of the Planning Act-based on land valuation calculation	As per Section 51.1 of the Planning Act- based on land valuation calculation		
Part Lot Control Application	\$ 900.00	\$ 900.00	\$ -	0%
Part Lot Control Extension Request	\$ 450.00	\$ 450.00	\$ -	0%
Telecommunications Towers	\$ 750.00	\$ 750.00	\$ -	0%
Re-Notification Fee of Planning Application, based on Proponent Request	50% of Application Fee	50% of Application Fee		
Processing of inquiries related to acquisition of Municipal owned land (including road allowances)	\$ 450.00	\$ 450.00	\$ -	0%
Change of Conditions to Consent Request	\$ 450.00	\$ 450.00	\$ -	0%
Red Line Revision Comments to the County / Ontario Land Tribunal on Subdivisions and Condominiums	\$ 1,300.00	\$ 1,300.00	\$ -	0%
Draft Plan Approval Clearance Letter to the County / Ontario Land Tribunal	\$ 600.00	\$ 600.00	\$ -	0%

Schedule A - 2025 Fees Charges - By-Law 2024-XX

Draft Plan Extension Comments to the County / Ontario Land Tribunal
 Reactivating a planning application that has not been acted on in 12 months

\$	900.00
50% of Application Fee	
\$	900.00

\$	900.00
50% of Application Fee	
\$	900.00

\$	-
\$	-

0%
0%

Condominium Exemption Comments to the County

*** 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

Public Works	2024 Fees	2025 Fees	\$ Increase	% Increase
911 Signs				
Sign	\$ 50.00	\$ 50.00	\$ -	0%
Post	\$ 50.00	\$ 50.00	\$ -	0%
Sign & Post together	\$ 80.00	\$ 100.00	\$ 20.00	25%
Recycling				
Composter	Cost recovery	Cost recovery		
Blue Box	\$ 10.00	\$ 10.00	\$ -	0%
New Home Construction (max 2)	No charge	No charge		
Landfill - Tipping Fees				
Pick up Load	\$ 45.00	\$ 45.00	\$ -	0%
1/2 pick up load	\$ 25.00	\$ 25.00	\$ -	0%
Large Item Fee (Couches, Mattress etc)(per item)	\$ 15.00	\$ 15.00	\$ -	0%
Removal of Refridgerant	\$ 30.00	\$ 45.00	\$ 15.00	50%
Shingles/Construction Materials/ Commercial	\$ 160.00	\$ 160.00	\$ -	0%
Permits				
Entrance Permit	\$ 120.00	\$ 120.00	\$ -	0%
Refundable deposit for above permits	\$ 450.00	\$ 450.00	\$ -	0%
Road Occupancy Permit (to work under/on road)	\$ 120.00	\$ 120.00	\$ -	0%
Moving Permit	\$ 120.00	\$ 120.00	\$ -	0%
Refundable deposit for above permits	\$ 1,100.00	\$ 1,100.00	\$ -	0%
*** Above requires Certificate of Insurance Naming Municipality as additional insured ***				
Oil & Gas exploration - Road user agreement for construction				
Agreement fee	\$ 265.00	\$ 265.00	\$ -	0%
Annual fee (per km)	\$ 120.00	\$ 120.00	\$ -	0%
Refundable deposit for damages (per km)	\$ 1,100.00	\$ 1,100.00	\$ -	0%

Public Works		2024 Fees	2025 Fees	\$ Increase	% Increase
Work on Road allowance on behalf of ratepayer					
Time	current employee rate	current employee rate			
Equipment	based on current Ontario Provincial Standard Specification	based on current Ontario Provincial Standard Specification			
Material	cost	cost			
Administration fee	5% of total invoice cost before taxes	5% of total invoice cost before taxes			
Work on Private Property as a result of Municipal Order					
Time (minimum 2 hours)	current employee rate	current employee rate			
Equipment	based on current Ontario Provincial Standard Specification	based on current Ontario Provincial Standard Specification			
Material	cost	cost			
Administration fee	5% of total invoice cost before taxes	5% of total invoice cost before taxes			
Work on Road Allowance on behalf of Elgin County					
Time	current employee rate	current employee rate			
Equipment	Bsed on Elgin County Maintenance Agreement	Bsed on Elgin County Maintenance Agreement			
Material	cost	cost			
Administration fee	5% of total invoice cost before taxes	5% of total invoice cost before taxes			
Municipal Consent	\$200 +\$0.25/m	\$200 +\$0.25/m			



MUNICIPALITY OF West Elgin

Recreation	2024 Fees	2025 Fees	Increase \$	Increase %
Arena				
Ice Rental				
Prime Time Adult Rate	\$ 185.00	\$ 188.00	\$ 3.00	1.6%
Prime Time Youth Rate	\$ 156.00	\$ 159.00	\$ 3.00	1.9%
Off Prime Rate (adult & youth)	\$ 87.00	\$ 89.00	\$ 2.00	2.3%
Arena Warm Room Rental (per hour)	\$ 25.00	\$ 26.00	\$ 1.00	4.0%
Skate Sharpening	\$ 10.00	\$ 10.00	\$ -	0.0%
Public Skating				
per person	\$ 5.00	\$ 5.00	\$ -	0%
per family	\$ 10.00	\$ 10.00	\$ -	0%
Sponsored Public Skating	\$ 130.50	\$ 133.00	\$ 2.50	2%
Summer Main Floor				
Per day (8 hours)	\$ 495.00	\$ 505.00	\$ 10.00	2%
Per hour	\$ 52.00	\$ 53.00	\$ 1.00	2%
Set up (per hour per staff member)	\$ 55.00	\$ 56.00	\$ 1.00	2%
Additional Clean up (per hour per staff member)	\$ 55.00	\$ 56.00	\$ 1.00	2%
Booth Rental				
Per month (open 3 days per week)	As per RFP	As per RFP		

Schedule A - 2025 Fees Charges - By-Law 2024-XX

Recreation	2024 Fees	2025 Fees	Increase \$	Increase %
Advertising Space Rental (Per Season)				
Wall Signs (3 x 6')	\$ 150.00	\$ 153.00	\$ 3.00	2%
Ice Logos (plus expenses)	\$ 600.00	\$ 612.00	\$ 12.00	2%
Zamboni (per full side)	\$ 600.00	\$ 612.00	\$ 12.00	2%
Board Wrapping	\$ 350.00	\$ 357.00	\$ 7.00	2%
*** Above does not include the cost of the sign/wrap ***				
Recreation - General				
Miller Park Pavillion (per hour)	\$ 10.00	\$ 10.00	\$ -	0%
Miller Park Pavillion (per day)	\$ 40.00	\$ 40.00	\$ -	0%
Staff Screening due to COVID Requirements (per hour)	\$ 30.00	\$ 30.00	\$ -	0%
Scout Hall (per hour)	\$ 35.00	\$ 35.00	\$ -	0%
Municipally Run Program (per person/per session)	\$ 5.00	\$ 5.00	\$ -	0%
West Elgin Recreation Centre				
Main Floor Rental (per hour)	\$ 50.00	\$ 50.00	\$ -	0%
Large Meeting Room (per hour)	\$ 40.00	\$ 40.00	\$ -	0%
Kitchen per hour	\$ 50.00	\$ 50.00	\$ -	0%
Small Meeting Room (per hour)	\$ 25.00	\$ 25.00	\$ -	0%
Full Building Full Day Rental (8+ hours)	\$ 550.00	\$ 550.00	\$ -	0%
Full building (per hour)	\$ 100.00	\$ 100.00	\$ -	0%
Staff Set Up fee (per hour per staff member)	\$ 60.00	\$ 60.00	\$ -	0%
Baseball Diamond				
Baseball Diamond - with lights (per season per team)	\$ 450.00	\$ 450.00	\$ -	0%
Baseball Diamond - without lights (per season per team)	\$ 250.00	\$ 250.00	\$ -	0%
Baseball Tournaments (per day)	\$ 150.00	\$ 150.00	\$ -	0%

Schedule A - 2025 Fees Charges - By-Law 2024-XX

Recreation	2024 Fees	2025 Fees	Increase \$	Increase %
Soccer Fields				
Minor Soccer (per player)	\$ 15.00	\$ 15.00	\$ -	0%
Adult Soccer (per team)	\$ 250.00	\$ 250.00	\$ -	0%
Soccer Tournaments (per day/ per field)(adults)	\$ 150.00	\$ 150.00	\$ -	0%
Sand Ring (per day)	\$ 350.00	\$ 350.00	\$ -	0%
Sand Ring with overnight camping	\$ 600.00	\$ 600.00	\$ -	0%

Schedule A - 2025 Fees Charges - By-Law 2024-XX

Recreation	2024 Fees	2025 Fees	Increase \$	Increase %
Swimming Pool				
Family Season Pass ¹	\$ 200.00	\$ 200.00	\$ -	0%
Family Monthly Pass ¹	\$ 150.00	\$ 150.00	\$ -	0%
Single Season Pass ¹	\$ 125.00	\$ 125.00	\$ -	0%
Refundable Deposits*	\$ 80.00	\$ 80.00	\$ -	0%
Open Swim Admission (per person)	\$ 5.00	\$ 5.00	\$ -	0%
Open Swim Admission (per family)	\$ 10.00	\$ 10.00	\$ -	0%
Swimming Lessons (per 2 week Session)	\$ 90.00	\$ 90.00	\$ -	0%
Private Swimming Lessons (per 2 week Session)	\$ 150.00	\$ 150.00	\$ -	0%
Pool Rental (per hour - include 2 Life Guards)	\$ 100.00	\$ 100.00	\$ -	0%
Additional Life Guards (per hour)(if required)	\$ 50.00	\$ 50.00	\$ -	0%
Aqua Fit (per class)	\$ 10.00	\$ 10.00	\$ -	0%
Aqua Fit (for 10 visits)	\$ 90.00	\$ 90.00	\$ -	0%
Adult and Senior Swim (per vist)	\$ 5.00	\$ 5.00	\$ -	0%
Swim Team / Synchronized Swimming (season)	\$ 90.00	\$ 90.00	\$ -	0%

* Deposits are refundable once all permit obligations have been met and permit file is closed. This includes all documentation required as part of the permit as well as damage to Municipal property.

Notes:				
Note 1 - can be used exclusively for Open Swim				



MUNICIPALITY OF West Elgin

Schedule A - 2025 Fees Charges - By-Law 2024-XX

Four Counties Transit	2024 Fees	2025 Fees	Increase \$	Increase %
Trips within Service Area				
Mileage (per km)	\$ 1.50	\$ 2.00	\$ 0.50	33%
One way Trip	\$ 8.00	\$ 8.00	\$ -	0%
Round Trip (per person)	\$ 16.00	\$ 16.00	\$ -	0%
Trips outside Service Area				
Round Trip (per person) + Mileage	\$ 50.00	\$ 60.00	\$ 10.00	20%
Special trips				
During normal hours (per hour) + mileage	\$ 50.00	\$ 60.00	\$ 10.00	20%
Outside normal hours (per hour)+ mileage	\$ 70.00	\$ 80.00	\$ 10.00	14%



MUNICIPALITY OF
West Elgin

Water

2024 Fees

2025 Fees

Increase \$ Increase %

Administration

2024 Fees

2025 Fees

Increase \$ Increase %

Water Security Deposits - Tennants (Commercial)
 Water Service disconnect/reconnect
 Hand delivered final notice
 Penalty for not compliance with by-laws
 Call Out Fee (Business Hours 7:30 am - 3:30 pm)
 After Hours Call Out Fee
 Transfer of account

N/A	
\$	70.00
\$	60.00
\$	100.00
\$	70.00
\$	140.00
\$	60.00

N/A	
\$	70.00
\$	60.00
\$	100.00
\$	70.00
\$	140.00
\$	60.00

\$ 5.00	8%
\$ 5.00	8%
\$ 10.00	8%
\$ 10.00	20%

Water connection fee - Municipalities

2024 Fees

2025 Fees

Increase \$ Increase %

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	

As determined by SWM	
As determined by Dutton Dunwich	
