

### Administration Fees

Item	2021 Fee	Tax
<b>Animal Control</b>		
Dog Licence	\$ 40.00	Exempt
Administration fee for unpaid dog tag	\$ 50.00	Exempt
Kennel Licence	\$ 150.00	Exempt
Replacement Tag	\$ 15.00	Exempt
<b>Requests</b>		
Reprint of Tax/Water Bills or Statements	\$ 10.00	Exempt
Tax Certificates	\$ 50.00	Exempt
Zoning Certificates/ Letters	\$ 50.00	Exempt
Fire Report	\$ 50.00	Exempt
Work Order Inquires & Septic Certificates	\$ 50.00	Exempt
<b>General</b>		
Mileage (per km)	\$ 0.495	Exempt
NSF Fee	\$ 30.00	Exempt
Copies of Zoning or Official Plan By-Law	\$ 50.00	Exempt
Photocopies	\$ 0.50	Exempt
Tax Sale Packages	\$ 15.00	Exempt
Fax (per page)	\$ 1.25	Exempt
Courier Delivery (Flat Rate)	\$ 8.00	Exempt
Burial Permit	\$ 10.00	Exempt
Marriage License	\$ 110.00	Exempt
Marriage Ceremony	\$ 300.00	Exempt
Rehersal fee	\$ 50.00	Exempt
Penalty on late payments (per month)	2% of charge	
Truck, Air Break and Bus MTO Books	\$ 18.95	HST
Driver and Motorcycle MTO Books	\$ 14.95	HST
Transfer of Fee to Property Taxes	\$ 50.00	Exempt
General Research Fee per hour	\$ 30.00	Exempt
By-law Appeal Hearing Fee	\$ 125.00	Exempt
<b>Drainage</b>		
Tile Drain loan application	\$ 150.00	Exempt
Drainage Reapportionment (first Drain)	\$ 75.00	Exempt
Drainage Reapportionment (additional drains)	\$ 50.00	Exempt
Drain Maintenance (min charge)	\$ 30.00	Exempt
<b>MFIPPA</b>		
Application Fee	\$ 5.00	Exempt
Search/Preparation Time per hour	\$ 30.00	Exempt
Photocopies	\$ 0.20	HST
Shipping (minimum)	\$ 8.00	HST
<b>Bookeeping- per annum</b>		
Arena	\$ 2,500.00	Exempt
Tri-County Water Board	\$ 7,000.00	Exempt
Port Glasgow Trailer Park	\$ 10,000.00	Exempt

Building Fees		
Item	2021 Fee	Tax
<b>Residential</b>		
1st Floor per square foot	\$0.65/sf	Exempt
2nd & 3rd floor per square foot	\$0.65/sf	Exempt
Basement	\$0.20/sf	Exempt
Crawlspace	\$0.20/sf	Exempt
Garage/Porch/Deck/Storage/Workshop	\$0.20/sf	Exempt
Alt & Reno where square footage cannot be determined as above	\$10/\$1000 Const. Value	Exempt
Minimum Fee for all permits	\$ 200.00	Exempt
<b>Accessory Buildings - Decks, Porches etc.</b>		
Less than 250 sf	\$ 125.00	Exempt
251 to 500 sf	\$125+ \$0.20/sf over 250 sf	Exempt
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	Exempt
Over 1000 sf	\$275 + \$0.08/sf over 1000 sf	Exempt
<b>Industrial/Commercial/Institutional</b>		
Minor add/alt less than 1000 sf GFA	\$0.35/sf - \$300.00 min	Exempt
Major add/alt 1000 sf + GFA	\$0.35/sf - \$500.00 min	Exempt
New construction	\$0.35/sf - \$1000.00 min	Exempt
<b>Institutional</b>	\$10.00/\$1000 Const. Value - \$500.00 min	Exempt
<b>Industrial</b>	\$10.00/\$1000 Const. Value - \$500.00 min	Exempt
<b>Farm Buildings</b>		
Livestock Buildings & Manure Pits	\$100 +\$6.25/\$1000 Const Value	Exempt
<b>Non Livestock Agricultural Bldgs.</b>		
Less than 250 sf	\$ 150.00	Exempt
251 to 500 sf	\$150 + \$0.20/sf over 250 sf	Exempt
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	Exempt
1501 to 3000 sf	\$330 + \$0.04/sf over 1500 sf	Exempt
3001 sf or greater	\$385 + \$0.03/sf over 3000 sf	Exempt
Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 125.00	Exempt
Demolition Permit	\$ 125.00	Exempt
In Ground Swimming Pools (incldes fencing)	\$ 125.00	Exempt
Fence around Above Ground Pools	\$ 125.00	Exempt
Building Re-locations		Exempt

### Building Fees Continued

Item	2021 Fee	Tax
<b>Sewage System Permits</b>		
New Class 4 or 5 sewage system	\$ 525.00	Exempt
Repair to sewage system	\$ 325.00	Exempt
Permit Renewal Fee	\$ 125.00	Exempt
<b>Permit Fees</b>		
Transfer of Permit Fee	\$ 125.00	Exempt
Tent Permit (greater than 60 m squared)	\$ 125.00	Exempt
Re-inspection Fee (not ready for insp)		Exempt
Change of Use (no construction)	\$ 125.00	Exempt
Septic Inspection due to severance	\$ 125.00	Exempt
Indemnity/Security Deposit (refundable)	\$500 or \$1000	Exempt
Conditional Permit	\$ 300.00	Exempt
Sign permit	\$ 125.00	Exempt
Building Research Fee (per hour)	\$ 30.00	Exempt
Water Service Inspection fee	\$ 75.00	Exempt

GFA = Gross Floor Area

### Fire Department Fees

Item	2021 Fee	Tax
Emergency Services on Provincial Highways - per hour, per road	\$ 485.00	Exempt
Emergency Services on Roads in Municipality (Non-residents)	\$ 485.00	Exempt
Emergency services on private property by outside agencies	based on actual costs	Exempt
Inspection Services - per inspection	\$ 125.00	Exempt

## Planning

Item	2021 Fee	Tax
Consent (severance) application	\$ 800.00	Exempt
Minor variance application	\$ 1,000.00	Exempt
Extension, enlargement or other change to non-conforming uses	\$ 1,000.00	Exempt
Zoning by-law amendment application	\$ 1,200.00	Exempt
Holding zone symbol removal by-law	\$ 500.00	Exempt
Temporary use by-law	\$ 1,200.00	Exempt
Temporary use by-law deposit	\$ 5,000.00	Exempt
Renewal of temporary use by-law	\$ 600.00	Exempt
Deeming by-law	\$ 1,200.00	Exempt
Zoning Certificate/letter	\$ 50.00	Exempt
Official plan amendment application	\$ 2,000.00	Exempt
Site plan control application	\$ 1,000.00	Exempt
Site plan agreement (includes legal and registration costs)	\$ 1,000.00	Exempt
Amendment to site plan agreement	\$ 500.00	Exempt
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	\$ 2,000.00	Exempt
Development agreement (plus engineering, consultant and/or legal costs)	\$ 1,000.00	Exempt
Amendment to development agreement (plus engineering, consultant and/or legal costs)	\$ 500.00	Exempt
In-lieu of Parkland Fee (new lot creation in settlement area only)	\$ 750.00	Exempt
* 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.		

## Port Glasgow Trailer Park Fees

Item	2021 Fee	Tax
<b>Seasonal Fees</b>		
Lots with 30 amp service	\$ 1,800.00	HST
Additional charge for Lakefront	\$ 100.00	HST
Winter Storage	\$ 50.00	HST
<b>Additonal charge for:</b>		
air conditioner	\$ 80.00	HST
freezer	\$ 80.00	HST
fridge	\$ 80.00	HST
electric dryer	\$ 80.00	HST
electric hot water heater	\$ 80.00	HST
combo electric/gas hot water heater	\$ 80.00	HST
electric golf carts	\$ 60.00	HST
electric car	\$ 60.00	HST
Boat Trailer Parking	\$ 50.00	HST
Refundable deposit for key to laundry room	\$ 10.00	Exempt
Coin access washer*	\$ 3.00	Exempt
Coin access dryer	\$ 2.00	Exempt
Rental of Dance Hall	\$ 25.00	HST
Clean up deposit for Dance Hall Rental	\$ 100.00	HST
Rental of Pavillion (per day)	\$ 25.00	HST
Rental of Pavillion (per hour)	\$ 5.00	HST
Rental of Recreation Hall (per day)	\$ 25.00	HST
Seasonal Lot Transfer of Lease	\$ 100.00	HST
Booth Rental (June to Sept) (per month)	\$ 150.00	HST
Cleaning of yard at an individual trailer site (per hour)	\$ 40.00	HST
<b>Transient Fees</b>		
<b>Per Night</b>		
Tents	\$ 35.00	HST
1 Man Tent (no motorized vehicle)	\$ 15.00	HST
Sites with hydro and water	\$ 45.00	HST
Sites with hydro and water and sewer	\$ 50.00	HST
<b>Weekly (7 days)</b>		
Sites with Hydro and Water	\$ 285.00	HST
Sites with hydro and water and sewer	\$ 315.00	HST

Note: rental fees for Dance Hall, Pavillion and Recreation Hall do not apply to season residents of Port Glasgow Trailer Park

\*price increase to take effect when the washers replaced

## Public Works

Item	2021 Fee	Tax
<b>9-1-1 Signs</b>		
Sign	\$ 30.00	Exempt
Post	\$ 30.00	Exempt
Sign & Post together	\$ 50.00	Exempt
<b>Recycling</b>		
Composter	\$ 35.40	HST
Blue Box	\$ 8.00	HST
New Home Construction ( max 2)	No Charge	
<b>Landfill - Tipping Fees</b>		
Pick up Load	\$ 40.00	Exempt
1/2 pick up load	\$ 20.00	Exempt
Large Item Fee (Couches, Mattress etc)(per item)	\$ 10.00	Exempt
Removal of Refridgerant	\$ 25.00	Exempt
Shingles/Construction Materials/ Commercial	\$ 100.00	Exempt
<b>Permits</b>		
Entrance Permit	\$ 100.00	Exempt
Refundable deposit for above permits	\$ 400.00	exempt
Road Occupancy Permit (to work under/on road)	\$ 100.00	Exempt
Moving Permit	\$ 100.00	Exempt
Refundable deposit for above permits	\$ 1,000.00	exempt
Above requires Certificate of Insurance Naming Municipality as Co-Insured		
<b>Oil &amp; Gas exploration - Road user agreement for construction</b>		
Agreement fee	\$ 240.00	HST
Annual fee (per km)	\$ 105.00	HST
Refundable deposit for damages (per km)	\$ 1,000.00	exempt
<b>Work on Road allowance on behalf of ratepayer</b>		
Time	current employee rate	HST
Equipment	based on current Ontario Provincial Standard Specification	HST
Material	cost	HST
Administration fee	5% of total invoice cost before taxes	HST
<b>Work on Private Property as a result of Municipal Order</b>		
Time (minimum 2 hours)	current employee rate	HST
Equipment	based on current Ontario Provincial Standard Specification	HST

## Public Works Continued

Item	2021 Fee	Tax
Material	cost	HST
Administration fee	5% of total invoice cost before taxes	HST
<b>Work on Road Allowance on behalf of Elgin County</b>		
Time	current employee rate	HST
Equipment	West Elgin's Internal equipment rate	HST
Material	cost	HST
Administration fee	5% of total invoice cost before taxes	HST



## Recreation Fees

Item	2021 Fee	Tax
<b>Arena</b>		
<b>Ice Rental</b>		
Prime time (Weekdays after 5 p.m. & All day Saturday & Sunday)	\$ 150.44	HST
Off Prime time (Weekdays 8 a.m. to 5 p.m.)	\$ 61.95	HST
Minor Sports Associations (per hour)	\$ 130.00	HST
Prime Time Adult Rate - As of Sept 1/21	\$ 159.30	HST
Prime Time Youth Rate- As of Sept 1/21	\$ 135.40	HST
Off Prime Rate (adult & youth)- As of Sept 1/21	\$ 75.22	HST
Arena Warm Room Rental (per hour)	\$ 20.00	HST
Skate Sharpening	\$ 5.00	Exempt
<b>Public Skating</b>		
per person	\$ 3.00	Exempt
per family	\$ 7.00	Exempt
<b>Summer Main Floor</b>		
Per day (8 hours)	\$ 425.00	HST
Per hour	\$ 45.00	HST
Set up (per hour per staff member)	\$ 45.00	HST
Additonal Clean up (per hour per staff member)	\$ 45.00	HST
<b>Booth Rental</b>		
Per month (open 3 days per week)	\$ 300.00	HST
<b>Advertising Space Rental (Per Season)</b>		
Wall Signs (3 x 6')	\$ 100.00	HST
Ice Logos (plus expenses)	\$ 500.00	HST
Zamboni (per full side)	\$ 500.00	HST
Board Wrapping	\$ 250.00	HST
Above does not include the cost of the sign/Wrap		
<b>Recreation - General</b>		
Miller Park Pavillion (per hour)	\$ 5.00	HST
Miller Park Pavillion (per day)	\$ 25.00	HST
West Lorne Complex Meeting Room (per hour)	\$ 25.00	HST
Staff Monitoring/Training due to COVID (if required)	\$ 45.00	HST
Municipally Run Program (per person/per session)	\$ 2.00	Exempt
<b>West Elgin Recreation Centre</b>		
Main Floor Rental (per hour)	\$ 30.00	HST
Large Meeting Room (per hour)	\$ 20.00	HST
Kitchen per hour	\$ 40.00	HST
Small Meeting Room (per hour)	\$ 15.00	HST
Full Building Full Day Rental (8+ hours)	\$ 425.00	HST
Full building (per hour)	\$ 75.00	HST
Staff Set Up fee (per hour per staff member)	\$ 45.00	HST

### Recreation Fees Continued

Item	2021 Fee	Tax
<b>Baseball Diamond</b>		
Baseball Diamond - with lights (per season per team)	\$ 400.00	HST
Baseball Diamond - without lights (per season per team)	\$ 200.00	HST
Baseball Tournaments (per day)	\$ 100.00	HST
<b>Soccer Fields</b>		
Minor Soccer (per player)	\$ 12.00	incl HST
Adult Soccer (per team)	\$ 200.00	HST
Soccer Tournaments (per day/ per field)(adults)	\$ 100.00	HST
Sand Ring (per day)	\$ 300.00	HST
Sand Ring with overnight camping	\$ 500.00	HST
<b>Swimming Pool</b>		
Family Season Pass	\$ 180.00	Exempt
Family Monthly Pass	\$ 110.00	Exempt
Single Season Pass	\$ 95.00	Exempt
Single Monthly Pass	\$ 60.00	Exempt
Open Swim Admission (per person)	\$ 3.00	Exempt
Open Swim Admission (per family)	\$ 7.00	Exempt
Swimming Lessons (per 2 week Session)	\$ 65.00	Exempt
Private Swimming Lessons (per 2 week Session)	\$ 100.00	Exempt
Pool Rental (per hour - include 2 Life Gaurds)	\$ 65.00	HST
Additional Life Gaurds (per hour)(if required)	\$ 25.00	HST
Aqua Fit (per class)	\$ 5.00	exempt
Aqua Fit (for 10 visits)	\$ 45.00	exempt
Adult and Senior Swim (per vist)	\$ 3.00	exempt
Swim Team / Synchronized Swimming (season)	\$ 55.00	Exempt

**\*\* Notes**

Public skate/ Open swim times prices based on 1.5hour

Shaded fees take effect September 1, 2021

## Four Counties Transit Fees

Item	2021 Fee	Tax
<b>Trips within Service Area</b>		
Mileage (per km)	\$ 0.70	HST
One way Trip	\$ 6.00	HST
Round Trip (per person)	\$ 12.00	HST
<b>Trips outside Service Area</b>		
Round Trip (per person) + Mileage	\$ 35.00	HST
<b>Special trips</b>		
During normal hours (per hour) + mileage	\$ 35.00	HST
Outside normal hours (per hour)+ mileage	\$ 50.00	HST

## Water Fees

Item	2021 Fee	Tax
<b>Administration</b>		
Water Security Deposits - Tennants (Residential)	\$ 200.00	exempt
Water Security Deposits - Tennants (Commercial)	\$200 or a total of 3 months' average billing	exempt
Water Service disconnect/reconnect	\$ 60.00	exempt
Call Out Fee (Business Hours 7:30 am - 3:30 pm)	\$ 60.00	exempt
After Hours Call Out Fee	\$ 120.00	exempt
Transfer of account		exempt
<b>Water Dispensing Station</b>		
Security deposit for non-residents and new accounts	\$ 200.00	exempt
<b>Water Service Connections</b>		
Water service installation- materials	Cost	exempt
Water service installation - labour & machine time	current municipal rate	exempt
1 inch service	\$ 1,200.00	exempt
For Special Sizing Contact Office		
<b>Water connection fee - Municipalities</b>		
Southwest Middlesex Water Customer within West Elgin Boundaries	As determined by SWM	exempt
Dutton Dunwich Water Customer within West Elgin Boundaries	As determined by Dutton Dunwich	exempt