

Administration Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Animal Control			
Dog Licence	\$ 40.00		Removed as per
Administration fee for unpaid dog tag	\$ 50.00		Resolution 2021-193
Kennel Licence	\$ 150.00		
Replacement Tag	\$ 15.00		
Requests			
Reprint of Tax/Water Bills or Statements	\$ 10.00	\$ 15.00	
Tax Certificates	\$ 50.00	\$ 60.00	
Zoning Certificates/ Letters	\$ 50.00	\$ 60.00	
Fire Report	\$ 50.00	\$ 60.00	
Septic Records Search	\$ 50.00	\$ 60.00	
Work Order Inquires	\$ 50.00	\$ 60.00	
General			
Mileage (per km)	\$ 0.495		
NSF Fee	\$ 30.00	\$ 40.00	DD- \$50
Copies of Zoning or Official Plan By-Law	\$ 50.00		
Photocopies	\$ 0.50		
Tax Sale Packages	\$ 15.00	\$ 10.00	Set by RealTax
Fax (per page)	\$ 1.25		
Courier Delivery (Flat Rate)	\$ 8.00		
Burial Permit	\$ 10.00		
Marriage License	\$ 110.00		
Marriage Ceremony	\$ 300.00		
Rehersal fee	\$ 50.00		
Penalty on late payments (per month)	2% of charge		
Truck, Air Break and Bus MTO Books	\$ 18.95		
Driver and Motorcycle MTO Books	\$ 14.95		
Transfer of Fee to Property Taxes	\$ 50.00		
General Research Fee per hour	\$ 30.00		
By-law Appeal Hearing Fee	\$ 125.00		

Item	2021 Fee	Proposed 2022 Fee	Notes
Drainage			
Tile Drain loan application	\$ 150.00		
Drainage Reapportionment (first Drain)	\$ 75.00		
Drainage Reapportionment (additional drains)	\$ 50.00		
Drain Maintenance (min charge)	\$ 30.00		
MFIPPA			
Application Fee	\$ 5.00		
Search/Preparation Time per hour	\$ 30.00		
Photocopies	\$ 0.20		
Shipping (minimum)	\$ 8.00		
			Removed and will be in Budget as not fees charged to general public
Bookeeping- per annum			
Arena	\$ 2,500.00		
Tri-County Water Board	\$ 7,000.00		
Port Glasgow Trailer Park	\$ 10,000.00		

Building Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Residential - Group C Occupancies			
1st Floor per square foot	\$0.65/sf	\$0.95/sf	
2nd & 3rd floor per square foot	\$0.65/sf	\$0.95/sf	
Basement	\$0.20/sf	\$0.50/sf	
Crawlspace	\$0.20/sf	\$0.35/sf	
Garage/Porch/Deck/Storage/Workshop	\$0.20/sf	\$0.35/sf	
Alt & Reno where square footage cannot be determined as above	\$10/\$1000 Const. Value	\$12/\$1000 Const. Value	
Minimum Fee for all permits	\$ 200.00	\$300.00	
Accessory Buildings - Decks, Porches etc.			
Less than 250 sf	\$ 125.00	\$ 150.00	
251 to 500 sf	\$125+ \$0.20/sf over 250 sf	\$150+ \$0.20/sf over 250 sf	
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	\$260 + \$0.10/sf over 500 sf	
Over 1000 sf	\$275 + \$0.08/sf over 1000 sf	\$300 + \$0.08/sf over 1000 sf	
Farm Buildings			
Livestock Buildings & Manure Pits	\$100 +\$6.25/\$1000 Const	\$100 + \$7.25/\$1000 CV	
Non Livestock Agricultural Bldgs.			
Less than 250 sf	\$ 150.00	\$ 175.00	
251 to 500 sf	\$150 + \$0.20/sf over 250 sf	\$175 + \$0.20/sf over 250 sf	
501 to 1000 sf	\$235 + \$0.10/sf over 500 sf	\$260 + \$0.10/sf over 500 sf	
1001 to 1500 sf	\$275 + \$0.08/sf over 1000 sf	\$300 + \$0.08/sf over 1000 sf	
1501 to 3000 sf	\$330 + \$0.04/sf over 1500 sf	\$355 + \$0.05/sf over 1500 sf	
3001 sf or greater	\$385 + \$0.03/sf over 3000 sf	\$425 + \$0.04/sf over 3000 sf	
Sewage System Permits			
New Class 4 or 5 sewage system	\$ 525.00	\$ 550.00	
Repair to sewage system	\$ 325.00	\$ 350.00	
Permit Renewal Fee	\$ 125.00	\$ 150.00	

Item	2021 Fee	Proposed 2022 Fee	Notes
Misc. Permit Fees			
Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 125.00	\$ 150.00	
Demolition Permit	\$ 125.00	\$ 150.00	
In Ground Swimming Pools (incldes fencing)	\$ 125.00	\$ 150.00	
Fence around Above Ground Pools	\$ 125.00	\$ 150.00	
Building Re-locations	\$100 + Travel Cost + Fee for appropriate Building listed		
Transfer of Permit Fee	\$ 125.00	\$ 150.00	
Tent Permit (greater than 60 m squared)	\$ 125.00	\$ 150.00	
Re-inspection Fee (not ready for insp)			
Change of Use (no construction)	\$ 125.00	\$ 150.00	
Septic Inspection due to severance	\$ 125.00	\$150.00	
Indemnity/Security Deposit (refundable)	\$500 or \$1000		
Conditional Permit	\$ 300.00	\$325.00	
Sign permit	\$ 125.00	\$150	
Building Research Fee (per hour)	\$ 30.00		
Water Service Inspection fee	\$ 75.00		
Commercial - Group D & E Occupancies Including Mix use Group C			
Minor int reno less than 1000 sf GFA	\$0.35/sf - \$300.00 min	\$0.95/sf - min \$400	
Major int reno 1000 sf and over GFA	\$0.35/sf - \$500.00 min	\$0.95/sf - min \$950	
New Construction & Additions	\$0.35/sf - \$1000.00 min	\$12.00/\$1000 Const Value - min \$1500	
Group A & B Occupancies	\$10.00/\$1000 Const. Value - \$500.00 min	\$12/\$1000 const value - \$1000.00 min	
Industrial - Group F Occupancies	\$10.00/\$1000 Const. Value - \$500.00 min	\$12/\$1000 const value - \$1000.00 min	

Item	2021 Fee	Proposed 2022 Fee	Notes
New Proposed Fees			
Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses		\$12/\$1000 const value - \$1000 min.	
Alternative Solution Review		TBD by CBO - based on peer review cost	
Additional Plans Review(changes to original submission)		25% addition to original permit fee	
Expedite Permit Review (if time allows)		25% addition to permit fee	
Plumbing - new Water Service Connection or Sewer Connection		\$200.00	
Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere		\$500.00/structure	
Cost of Construction shall be based on current market value for labour and material - CBO discretion (quotes and contracts may be requested)			

Planning

Item	2021 Fee	Proposed 2022 Fee
Consent (severance) application (Sections 53 and 57 of the Planning Act)	\$ 800.00	
Minor variance application (Section 45(1) to 45(3) of the Planning Act)	\$ 1,000.00	
Extension, enlargement or other change to non-conforming uses	\$ 1,000.00	
Zoning by-law amendment application	\$ 1,200.00	
Holding zone symbol removal by-law	\$ 500.00	
Temporary use by-law (Sections 39 and 39.1 of the Planning Act)	\$ 1,200.00	
Temporary use by-law deposit	\$ 5,000.00	
Renewal of Temporary use by-law Extension Requests	\$ 600.00	
Deeming by-law	\$ 1,200.00	
Zoning Certificate/letter	\$ 50.00	\$ 60.00
Official plan amendment application	\$ 2,000.00	\$ 2,400.00
Site plan control application	\$ 1,000.00	
Site plan agreement (includes legal and registration costs)	\$ 1,000.00	
Amendment to site plan agreement	\$ 500.00	
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	\$ 2,000.00	\$ 4,000.00
Planning and Development Agreement (plus engineering, consultant and/or legal costs)	\$ 1,000.00	\$ 1,500.00
Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)	\$ 500.00	\$ 750.00

Item	2021 Fee	Proposed 2022 Fee
Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings) in settlement area only)	\$ 750.00	\$2000 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
Part Lot Control Application		\$ 800.00
Part Lot Control Extension Request		\$ 400.00
Telecommunications Towers		\$ 500.00
Re-Notification Fee of Planning Application, based on Proponent Request		50% of Application Fee
Processing of inquiries related to acquisition of Municipal owned land (including road allowances)		\$ 400.00
Change of Conditions to Consent Request		\$ 400.00
Red Line Revision Comments to the County / Ontario Land Tribunal on Subdivisions and Condominiums		\$ 1,200.00
Draft Plan Approval Clearance Letter to the County / Ontario Land Tribunal		\$ 500.00
Draft Plan Extension Comments to the County / Ontario Land Tribunal		\$ 800.00
Ontario Land Tribunal Attendance, for each Municipal Employee that attends a Hearing in support of an application that has been approved by Municipal Council / Committee of Adjustment		Actual costs???
Reactivating a planning application that has not been acted on in 12 months		50% of Application Fee
Condominium Exemption Comments to the County		\$ 800.00

Item	2021 Fee	Proposed 2022 Fee
<p>* 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.</p>		

Port Glasgow Trailer Park Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
<u>Seasonal Fees</u>			
Lots with 30 amp service	\$ 1,800.00	\$ 1,890.00	Increase may be required to pay for replacement of stairs to beach
Additional charge for Lakefront	\$ 100.00		
Winter Storage	\$ 50.00		
Additonal charge for:			
air conditioner	\$ 80.00	\$ 84.00	
freezer	\$ 80.00	\$ 84.00	
fridge	\$ 80.00	\$ 84.00	
electric dryer	\$ 80.00	\$ 84.00	
electric hot water heater	\$ 80.00	\$ 84.00	
combo electric/gas hot water heater	\$ 80.00	\$ 84.00	
electric golf carts	\$ 60.00	\$ 63.00	
electric car	\$ 60.00	\$ 63.00	
Boat Trailer Parking	\$ 50.00	\$ 52.50	
Refundable deposit for key to laundry room	\$ 10.00		
Coin access washer	\$ 3.00		
Coin access dryer	\$ 2.00	\$ 3.00	increase as part of installation of new dryers
Rental of Dance Hall	\$ 25.00		
Clean up deposit for Dance Hall Rental	\$ 100.00		
Rental of Pavillion (per day)	\$ 25.00		
Rental of Pavillion (per hour)	\$ 5.00		
Rental of Recreation Hall (per day)	\$ 25.00		
Seasonal Lot Transfer of Lease	\$ 100.00	\$ 105.00	
Booth Rental (June to Sept) (per month)	\$ 150.00	Per RFP	

Item	2021 Fee	Proposed 2022 Fee	Notes
Cleaning of yard at an individual trailer site (per hour)	\$ 40.00		
<u>Transient Fees</u>			
Per Night			
Tents	\$ 35.00	\$ 36.75	
1 Man Tent (no motorized vehicle)	\$ 15.00	\$ 15.75	
Sites with hydro and water	\$ 45.00	\$ 47.25	
Sites with hydro and water and sewer	\$ 50.00	\$ 52.50	
Weekly (7 days)			
Sites with Hydro and Water	\$ 285.00	\$ 299.25	
Sites with hydro and water and sewer	\$ 315.00	\$ 330.75	

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

Public Works

Item	2021 Fee	Proposed 2022 Fee	Notes
9-1-1 Signs			
Sign	\$ 30.00		
Post	\$ 30.00		
Sign & Post together	\$ 50.00		
Recycling			
Composter	\$ 35.40	Cost recovery	May change depending on cost of new Composters as this is a straight cost recovery charge
Blue Box	\$ 8.00		
New Home Construction (max 2)	No Charge		
Landfill - Tipping Fees			
Pick up Load	\$ 40.00		
1/2 pick up load	\$ 20.00		
Large Item Fee (Couches, Mattress etc)(per item)	\$ 10.00		
Removal of Refrigerant	\$ 25.00		
Shingles/Construction Materials/ Commercial	\$ 100.00		
Permits			
Entrance Permit	\$ 100.00		
Refundable deposit for above permits	\$ 400.00		
Road Occupancy Permit (to work under/on road)	\$ 100.00		
Moving Permit	\$ 100.00		
Refundable deposit for above permits	\$ 1,000.00		
Above requires Certificate of Insurance Naming Municipality as Co-Insured			
Oil & Gas exploration - Road user agreement for construction			
Agreement fee	\$ 240.00		

Item	2021 Fee	Proposed 2022 Fee	Notes
Annual fee (per km)	\$ 105.00		
Refundable deposit for damages (per km)	\$ 1,000.00		
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	West Elgin's Internal equipment rate	100% - possible	Increase may be required as per Elgin County Maintenance agreement which is still being negotiated.
Material	cost		
Administration fee	5% of total invoice cost before taxes		

Recreation Fees

Item	2021 Fee	Proposed 2022 Fee	Notes
Arena			
Ice Rental			
Prime time (Weekdays after 5 p.m. & All day Saturday & Sunday)	\$ 150.44		Old rate structure
Off Prime time (Weekdays 8 a.m. to 5 p.m.)	\$ 61.95		Old rate structure
Minor Sports Associations (per hour)	\$ 130.00		Old rate structure
Prime Time Adult Rate - As of Sept 1/21	\$ 159.30		
Prime Time Youth Rate- As of Sept 1/21	\$ 135.40		
Off Prime Rate (adult & youth)- As of Sept 1/21	\$ 75.22		
Arena Warm Room Rental (per hour)	\$ 20.00		
Skate Sharpening	\$ 5.00		
Public Skating			
per person	\$ 3.00		
per family	\$ 7.00		
Summer Main Floor			
Per day (8 hours)	\$ 425.00		
Per hour	\$ 45.00		
Set up (per hour per staff member)	\$ 45.00		
Additonal Clean up (per hour per staff member)	\$ 45.00		
Booth Rental			
Per month (open 3 days per week)	\$ 300.00	As per RFP	
Advertising Space Rental (Per Season)			
Wall Signs (3 x 6')	\$ 100.00		
Ice Logos (plus expenses)	\$ 500.00		
Zamboni (per full side)	\$ 500.00		
Board Wrapping	\$ 250.00		
Above does not include the cost of the sign/Wrap			

Item	2021 Fee	Proposed 2022 Fee	Notes
<u>Recreation - General</u>			
Miller Park Pavillion (per hour)	\$ 5.00		
Miller Park Pavillion (per day)	\$ 25.00		
West Lorne Complex Meeting Room (per hour)	\$ 25.00		Room not being rented out in 2022
Staff Screening due to COVID Requirements (per hour)	\$ 45.00	\$ 25.00	Consistant with security guard costs - previous was a flat charge now per hour
Scout Hall (per hour)	\$ 25.00		
Municipally Run Program (per person/per session)	\$ 2.00		
<u>West Elgin Recreation Centre</u>			
Main Floor Rental (per hour)	\$ 30.00		
Large Meeting Room (per hour)	\$ 20.00		
Kitchen per hour	\$ 40.00		
Small Meeting Room (per hour)	\$ 15.00		
Full Building Full Day Rental (8+ hours)	\$ 425.00		
Full building (per hour)	\$ 75.00		
Staff Set Up fee (per hour per staff member)	\$ 45.00		
<u>Baseball Diamond</u>			
Baseball Diamond - with lights (per season per team)	\$ 400.00		
Baseball Diamond - without lights (per season per team)	\$ 200.00		
Baseball Tournaments (per day)	\$ 100.00		
<u>Soccer Fields</u>			
Minor Soccer (per player)	\$ 12.00		
Adult Soccer (per team)	\$ 200.00		
Soccer Tournaments (per day/ per field)(adults)	\$ 100.00		
Sand Ring (per day)	\$ 300.00		
Sand Ring with overnight camping	\$ 500.00		
<u>Swimming Pool</u>			

Item	2021 Fee	Proposed 2022 Fee	Notes
Family Season Pass	\$ 180.00		
Family Monthly Pass	\$ 110.00		
Single Season Pass	\$ 95.00		
Single Monthly Pass	\$ 60.00		
Open Swim Admission (per person)	\$ 3.00		
Open Swim Admission (per family)	\$ 7.00		
Swimming Lessons (per 2 week Session)	\$ 65.00		
Private Swimming Lessons (per 2 week Session)	\$ 100.00		
Pool Rental (per hour - include 2 Life Gaurds)	\$ 65.00		
Additional Life Gaurds (per hour)(if required)	\$ 25.00		
Aqua Fit (per class)	\$ 5.00		
Aqua Fit (for 10 visits)	\$ 45.00		
Adult and Senior Swim (per vist)	\$ 3.00		
Swim Team / Synchronized Swimming (season)	\$ 55.00	\$ 65.00	Consistant with Lesson costs

**** Notes**

Public skate/ Open swim times prices based on 1.5hour