

Column1	Column2	Column3	Column42	Column43
Schedule "A" to By-Law Number 2040				
(Effective January 1, 2025, subject to applicable HST)				
Department	Description of Fee or Charge	Unit	Fee or Charge	
Building	Class A & B - Assembly and Institutional:			
	Assembly & Institutional	Per square foot	\$	2.00
	Class C - Residential:			
	All finished floors	Per square foot	\$	1.34
	Unfinished floors	Per square foot	\$	1.34
	Decks, porch, shed	per permit	\$	112.99
	Accessory structures	Per square foot	\$	0.38
	House moving	Each	\$	706.19
	Fence	Flat Fee	\$	75.33
	Above ground pool	Flat Fee	\$	75.33
	Inground pool	Flat Fee	\$	150.65
	Renovations	Per square foot	\$	0.88
	Class D & E - Office & Mercantile:			
	Office and Mercantile	Per square foot	\$	1.19
	Renovations/tenant improvement	Per square foot	\$	0.66
	Class F - Industrial:			
	Industrial Office area	Per square foot	\$	1.19
	Industrial Plant area	Per square foot	\$	0.85
	Renovations	Per square foot	\$	0.66
	Agricultural:			
	Pole barns	Per square foot	\$	0.29
	Accessory Agricultural	Per square foot	\$	0.35
	Greenhouses	Per square foot	\$	\$0.25 per square foot for first 2500 sq ft, plus \$0.01 on balance
	Farm Building Renovation	Per square foot	\$	0.29
	Plumbing:			
	New Construction	Per Unit	\$	684.00
	Plumbing Renovations	Per Fixture	\$	\$17.66, Min. of \$75.33
	Backwater valve	Per Unit	\$	112.99
	Storm/Sanitary Sewer Inspection	Per Unit	\$	112.99
	On Site Sewage Systems:			
	Sewage Septic System - Class 4 systems	Per Unit	\$	908.63
	Tertiary System	Per Unit	\$	1,000.43
	Septic Repairs - To Existing System	Per Unit	\$	456.67
	Septic Inspections	Per Inspection	\$	112.99
	Reviews and Assessments	Per review	\$	112.99
	Demolitions:			
	Residential	Per square foot	\$	\$0.37 Min. \$150.65
	Non - Residential	Per square foot	\$	\$0.50, Min. \$150.65
	General Building Fees:			
	Lawyers letters	Per Letter	\$	75.33
	911 signs	Per Unit	\$	75.33
	Change of use permit	Per Hour	\$	\$75.32 Plus \$75.32/hr over 1 hr
	Tents	Per unit	\$	112.99
	Revised Plan Review	Per review	\$	Min. \$225.98 Plus \$75.33/hr over 3 hr
	Transfer of permit - Residential	Each	\$	75.33
Transfer of permit - Non-Residential	Each	\$	150.65	
Inspection fee - incomplete not ready for inspection	Per Inspection	\$	75.33	
Inspections for Ontario Renovate Program	Per Inspection	\$	150.65	
Construction Started without a Permit			150% of the permit fee	
Construction Finished without a Permit			200% of the permit fee	
Solar Panel - Residential	Each	\$	75.33	
Solar Panel - Non-Residential	Each	\$	150.65	
Certificates:				
Building/Zoning	Each	\$	75.33	
Public Works	Each	\$	75.33	
Part 8 (Septic)	Each	\$	75.33	
Occupancy Permit	Each	\$	75.33	
Miscellaneous Inspection Fees:				
Miscellaneous Inspection Fees not listed above	Each	\$	112.99	
LCBO Report & Occupant Load Calculations	Each	\$	150.65	
Re-inspection - inspection booked, but work incomplete	Each	\$	150.65	
Indemnity Deposits:				
Residential/ Agriculture:				
new, addition, demolition	Each	\$	1,177.00	
driveway approach	Each	\$	1,177.00	
accessory, pools, renovation	Each	\$	588.00	
agricultural structure	Each	\$	295.00	
mobile homes	Each	\$	295.00	
Commercial/ Industrial:				
new, addition, demolition	Each	\$	1,766.00	
sign, renovations	Each	\$	588.00	
Minimum permit fee - for all projects not specifically listed above	Each		Min. \$148.81 \$14.71 per \$1,000 Construction	
Building permit fees for all projects not specifically noted above	Each		3%	
Cloud Permitting Credit Card Transaction Fee	Percentage of payment		3%	
Planning	Official Plan Amendment	(plus deposit to be determined at time of application)	\$	7,532.68
	Zoning By-Law Amendment - Major (Note 1)	(plus deposit to be determined at time of application)	\$	3,884.04
	Zoning By-Law Amendment - Minor (Note 1)	(plus deposit to be determined at time of application)	\$	2,942.45
	Holding Removal	Each	\$	1,412.38

	Temporary Use By-Law	Each	\$	2,942.45
	Site Plan Control	(plus deposit to be determined at time of application)	\$	3,413.24
	Site Plan Amendment - Major (Note 1)	(plus deposit to be determined at time of application)	\$	2,942.45
	Site Plan Amendment - Minor (Note 1)	(plus deposit to be determined at time of application)	\$	2,353.96
	Plan of Subdivision and Condominium	Each	\$6,600 Plus \$10,000 Deposit	
	Minor Redline Amendment	Each	\$	558.39
	Amendment to Development Agreement	Each	\$	956.08
	Extension of Draft Plan Approval	Each	\$	558.39
	Part Lot Control Exemption By-Law - Major (Note 1)	Each	\$	2,000.87
	Part Lot Control Exemption By-Law - Minor (Note 1)	Each	\$	1,530.07
	Consent to Sever	Each	\$	1,647.77
	Complex Minor Variances (Note 1)	Each	\$	1,412.38
	Minor Variances (Note 1)	Each	\$	1,059.28
	Consent to Sever and Variance (applications submitted)	Each	\$	2,589.36
	Change of Consent Conditions - Minor Request	Each	\$	294.25
	Change of Consent Conditions - Major Request	Each	\$	470.79
	Deferred Committee of Adjustment Application	Each	\$	129.47
	Certificate of Validation	Each	\$	141.24
	Consent Cancellations	Each	\$	462.51
	Development Agreements:			
	Plan of Subdivision and Condominium (Note 2)	Each	\$5,000 Deposit	
	Site Plan Control (Note 3)	Each	\$5,000 Deposit	
	All Other Developments	(plus deposit to be determined at time of application)	\$	3,295.55
	Sign By-Law Amendment	Each	\$	847.43
Finance	Tax Certificate or Statement per Section 352(1) of the Municipal Act (Note 4)	Each	\$	88.27
	Utility Certificate or Statement	Each	\$	40.00
	Payment Dishonoured or Returned as Non-Sufficient Funds (Note 7)	Each	\$	41.19
	Tax Certificate or Statement Rush (required within 3 business days) per Section 352(1) of the Municipal Act, 2001	Each	\$	176.55
	Tax Receipt/Account Information/Duplicate/Reprint (Note 4 and Note 7)	Per property	\$	12.95
	Refund of Credit on Account	Each	\$	31.78
	Misposting of Payment	Each	\$	31.78
	Accounts Receivable - Invoices outstanding over 30 days	Per month		1.25%
	Administration Fee to Transfer Utilities to Property Taxes	Each	\$	40.00
	Financing Administration	Per property	\$	129.47
	Research (for Tax, Accounting for Financial Information more than 3 years)	Per property	\$	64.73
	Photocopy (letter, legal, 11 x 17)	Each	\$	0.53
	Virtual City Hall Transaction Fee	Percentage of payment		2.50%
	PayIT Transaction Fee	Each	\$	1.50
	PayIT Payment Processing Fee	Percentage of payment		2.35%
	PayIT Payment Processing Fee - EFT	Each	\$	1.50
Legislative Services (Clerk)	Lottery Licences:			
	Bingo	Percentage of prizes		3% of prizes for bingo
	Raffle	Percentage of prizes		3% of prizes for raffle
	Break Open Ticket	Percentage of prizes		3%
	Marriage Licence	Each	\$	176.55
	Burial Permit	Each	\$	20.01
	Administering Oaths or Declarations - Resident	Each	\$	16.48
	Administering Oaths or Declarations - Non-Resident	Each	\$	32.96
	Notary - Resident	Each	\$	32.96
	Notary - Non-Resident	Each	\$	65.93
	Request for Appeal or Exemption to the Appeals Committee (except in relation to Short Term Rental Unit Licensing By-Law 2025, Taxicab Licensing By-Law 1052, an order to remedy, revocation/suspension of an active licence, animal control, or imposition of an administrative penalty.	Each	\$	304.80
	Request for Appeal or Exemption to the Appeals Committee in relation to Short Term Rental Unit Licensing By-Law 2025 and Taxicab Licensing By-Law 1052	Each	\$	152.40
Ontario Provincial Police	False Security Alarm - Non-Registered Premises	Each	\$	180.00
	False Security Alarm - Registered Premises (after 2 occurrences)	Each	\$	180.00
Business or Other Licensing	Transient Trader or Vendor's Licence	Per unit	\$	400.17
	Short-Term Rental Licence	Licence is for 3 years	\$	700.00
Geographic Information System	Standard Map Products:			
	1) 8.5 x 11 inches selected area specified by customer (colour)	Each	\$	2.65
	2) 8.5 x 11 inches selected area specified by customer (black and white)	Each	\$	1.47
	3) 11 x 17 inches selected area specified by customer (colour)	Each	\$	4.41
	4) 11 x 17 inches selected area specified by customer (black and white)	Each	\$	2.65
	5) 11 x 17 inches digital aerial photography (colour)	Each	\$	11.18
	Standard Products - Wide Format:			
	1) Selected area or digital file (black and white) - maximum 42 inches wide	Per square foot	\$	3.30
	2) Selected area or digital file (colour) - maximum 42 inches wide (per square foot)	Per square foot	\$	4.41
	3) Selected area specified by customer with aerial photography - 42 inches wide	Per square foot	\$	5.88
	Wide Format Scans:			
	Size 22 x 34 inches or 24 x 36	Per scan	\$	6.18
	Size 34 x 44 inches or 36 x 48	Per scan	\$	7.36
	Other:			
	Custom mapping	Per hour	\$	82.39
	Drawing format printing	Per square foot	\$	0.65
	Compact Disk (CD)/Digital Video Disk (DVD)	Per burn	\$	14.12
Fire	Fire Property Certificate	Each	\$	88.27
	Fire Property Incident Report	Per Report	\$	88.27
	Fire Property Inspection Report (no inspection required)	Per Report	\$	88.27

	Business Inspection requiring inspection letter	Per Letter	\$	147.12
	LCBO Licensing Inspection	Per Inspection	\$	147.12
	Risk & Safety Management Plans (RSMP) Licensing Inspections (Propane facility)	Per Inspection	\$	147.12
	Follow up on inspection on all properties after 1st reinspection (2nd follow up)	Per Inspection	\$	147.12
	3rd and subsequent re-inspection	Per Inspection	\$	147.12
	False Alarms (After 3 occurrences in a calendar year)	Each		Current MTO Rates
	Fire extinguisher training (up to 20 persons)	Per session	\$	223.63
	Fire extinguisher training (over 20 persons)	Per session		\$223.63 plus Additional \$5.88/per person over 20
By-Law Enforcement	Clean Yard By-law Order - Town Work/Clean up/Cut	Per hour/ minimum	\$	144.77
	Snow Clearing By-law Order - Town Work	Per hour/ minimum	\$	144.77
	Weed Control Act Order - Town Work	Per hour/ minimum	\$	144.77
	Property Standards Order - Town Work	Per hour/ minimum	\$	144.77
	Application for Noise Exemption	Per hour/ minimum	\$	144.77
	Administrative fee on additional infraction with 12 month period	Each	\$	144.77
Environmental Services	Water Shutoff Regular Hours	Each	\$	153.01
	After Hours Water Shut Off	Each	\$	306.01
	Frozen Meter Repair	Each	\$	211.86
	No Water Meter Appointment	Indemnity Deposit	\$	400.00
	Water Meters Missed Appointment	Each	\$	58.85
	Wastewater Inspection	Per Inspection	\$	153.01
	Water Buy-in assessment	Per property	\$	2,600.00
	Servicing Permit (authority under by-law 135, Sec 2,3,4)	Each	\$	235.40
	Additional Inspections	Per Inspection	\$	153.00
	Licensed Contractor Application Fee	Each	\$	50.00
	Licensed Contractor Indemnity Deposit	Each	\$	5,000.00
	Water Meter (Supply Only)	Each		Actual Cost
	Pre-meter Flat Fee (per month) (after 3 months of obtaining building permit)	Each	\$	105.46
	Flat fee for non-payment (Refundable)	Each	\$	105.46
Operations & Drainage	Entrance Permit	Each	\$	235.40
	Tile Drainage Loan Inspection	Per inspection	\$	153.01
	Drainage Apportionment Agreements – section 65(2) per severance or request (plus actual costs if a Drainage Engineer as appointed by Council)	Per each severance	\$	210.92
	ECA Application - Pre-screening (Note 6)	Each	\$	1,054.61
	ECA - Application Fee - Sanitary	Each	\$	3,691.13
	ECA - Application Fee - Stormwater	Each	\$	3,691.13
	Municipal Drinking Water - Form 1	Each	\$	527.30
	Indemnity Deposit for Patio	Each	\$	500.00
	Road Occupancy Permit	Each	\$	235.40
	Road Occupancy Permit Indemnity Deposit	Each	\$	1,177.00
	Municipal Consent Permit	per 150m of ROW	\$	316.00
	Heavy Load Application Fee	Each	\$	100.00
	Heavy Load Indemnity Deposit	Each		Per by-law 1790
Other Misc. Fees	Telecommunications Agreement	Each	\$	2,968.57
Notes:				
Note 1 - The determination of whether an application constitutes a Minor or Major Application will be made by the Planning Division				
Note 2 - Subdivision and Condominium Agreement fee now included in the Subdivision and Condominium application				
Note 3 - Site Plan Agreement fee now included in the Site Plan application fee. Site plan fees are subject to legislative refund.				
Note 4 - Fee will be eliminated up to two times per year for customers whose tax bills are paid by their mortgage company as per Finance and Business Services Report 2017-05.				
Note 5- Indemnity Deposits paid after July 1, 2021 must have the Final inspection occur within 5 calendar years from the date of issuance. After this five year period the deposit is considered non-refundable and relinquished.				
Note 6 - The ECA Application Pre-screening can be applied as a credit to the application if applicable under CLI ECA)				
Note 7 - Non-sufficient fund fees and reprint fees will be waived in the case of death				