

Administration Fees

Item	2022 Fee
Animal Control	
Kennel Licence	\$ 150.00
Requests	
Reprint of Tax/Water Bills or Statements	\$ 15.00
Tax Certificates	\$ 60.00
Zoning Certificates/ Letters	\$ 60.00
Fire Report	\$ 60.00
Septic Records Search	\$ 60.00
Work Order Inquires	\$ 60.00
General	
Mileage (per km)	\$ 0.495
NSF Fee	\$ 40.00
Copies of Zoning or Official Plan By-Law	\$ 50.00
Photocopies	\$ 0.50
Tax Sale Packages	\$ 10.00
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%
Truck, Air Brake 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
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

Building Fees

Item	2022 Fee
Residential - Group C Occupancies	
1st Floor per square foot	\$0.95/sf
2nd & 3rd floor per square foot	\$0.95/sf
Basement	\$0.50/sf
Crawlspace	\$0.35/sf
Garage/Porch/Deck/Storage/Workshop	\$0.35/sf
Alt & Reno where square footage cannot be determined as above	\$12/\$1000 Const. Value
Minimum Fee for all permits	\$300.00
Accessory Buildings - Decks, Porches etc.	
Less than 250 sf	\$ 150.00
251 to 500 sf	\$150+ \$0.20/sf over 250 sf
501 to 1000 sf	\$260 + \$0.10/sf over 500 sf
Over 1000 sf	\$300 + \$0.08/sf over 1000 sf
Farm Buildings	
Livestock Buildings & Manure Pits	\$100 + \$7.25/\$1000 CV
Non Livestock Agricultural Bldgs.	
Less than 250 sf	\$ 175.00
251 to 500 sf	\$175 + \$0.20/sf over 250 sf
501 to 1000 sf	\$260 + \$0.10/sf over 500 sf
1001 to 1500 sf	\$300 + \$0.08/sf over 1000 sf
1501 to 3000 sf	\$355 + \$0.05/sf over 1500 sf
3001 sf or greater	\$425 + \$0.04/sf over 3000 sf
Sewage System Permits	
New Class 4 or 5 sewage system	\$ 550.00
Repair to sewage system	\$ 350.00
Permit Renewal Fee	\$ 150.00
Misc. Permit Fees	
Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 150.00
Demolition Permit	\$ 150.00
In Ground Swimming Pools (includes fencing)	\$ 150.00
Fence around Above Ground Pools	\$ 150.00
Building Re-locations	
Transfer of Permit Fee	\$ 150.00

Item	2022 Fee
Misc. Permit Fees	
Tent Permit (greater than 60 m squared)	\$ 150.00
Re-inspection Fee (not ready for insp)	
Change of Use (no construction)	\$ 150.00
Septic Inspection due to severance	\$ 150.00
Indemnity/Security Deposit (refundable)	\$500 or \$1000
Conditional Permit	\$ 325.00
Sign permit	\$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	\$0.95/sf - min \$400
Major int reno 1000 sf and over GFA	\$0.95/sf - min \$950
New Construction & Additions	\$12.00/\$1000 Const Value - min \$1500
Group A & B Occupancies	\$12/\$1000 const value - \$1000.00 min
Industrial - Group F Occupancies	\$12/\$1000 const value - \$1000.00 min
New Fees	
Group C - Multi Unit - excluding semi detached,	\$12/\$1000 const value -
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)	

Fire Department Fees

Item	2022 Fee
Emergency Services on Provincial Highways - per hour, per road	MTO Posted rate
Emergency Services on Roads in Municipality (Non-residents)	MTO Posted rate
Emergency services on private property by outside agencies	based on actual costs
Inspection Services - per inspection	\$ 125.00

Planning

Item	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
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 Extension Requests	\$ 600.00
Deeming by-law	\$ 1,200.00
Zoning Certificate/letter	\$ 60.00
Official plan amendment application	\$ 2,400.00
Site plan control application	\$ 1,000.00
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	\$ 4,000.00
Planning and Development Agreement (plus engineering, consultant and/or legal costs)	\$ 1,500.00
Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)	\$ 750.00
Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings)	\$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

Item	2022 Fee
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
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
* 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	2022 Fee
<u>Seasonal Fees</u>	
Lots with 30 amp service	\$ 1,890.00
Additional charge for Lakefront	\$ 100.00
Winter Storage	\$ 50.00
Additional charge for:	
air conditioner	\$ 84.00
freezer	\$ 84.00
fridge	\$ 84.00
electric dryer	\$ 84.00
electric hot water heater	\$ 84.00
combo electric/gas hot water heater	\$ 84.00
electric golf carts	\$ 63.00
electric car	\$ 63.00
Boat Trailer Parking	\$ 52.50
Refundable deposit for key to laundry room	\$ 10.00
Coin access washer	\$ 3.00
Coin access dryer	\$ 2.00
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	\$ 105.00
Booth Rental (June to Sept) (per month)	Per RFP
Cleaning of yard at an individual trailer site (per hour)	\$ 40.00
<u>Transient Fees</u>	
Per Night	
Tents	\$ 36.75
1 Man Tent (no motorized vehicle)	\$ 15.75
Sites with hydro and water	\$ 47.25
Sites with hydro and water and sewer	\$ 52.50
Weekly (7 days)	
Sites with Hydro and Water	\$ 299.25
Sites with hydro and water and sewer	\$ 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	2022 Fee
9-1-1 Signs	
Sign	\$ 30.00
Post	\$ 30.00
Sign & Post together	\$ 50.00
Recycling	
Composter	Cost recovery
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 Refridgerant	\$ 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
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

Item	2022 Fee
Administration fee	5% of total invoice cost before taxes
Work on Road Allowance on behalf of Elgin County	
Time	current employee rate
Equipment	Bsed on Elgin County Maintenance Agreement
Material	cost
Administration fee	5% of total invoice cost before

Recreation Fees

Item	2022 Fee
<u>Arena</u>	
Ice Rental	
Prime Time Adult Rate	\$ 159.30
Prime Time Youth Rate	\$ 135.40
Off Prime Rate (adult & youth)	\$ 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
Additional Clean up (per hour per staff member)	\$ 45.00
Booth Rental	
Per month (open 3 days per week)	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	
<u>Recreation - General</u>	
Miller Park Pavillion (per hour)	\$ 5.00
Miller Park Pavillion (per day)	\$ 25.00
Staff Screening due to COVID Requirements (per hour)	\$ 25.00
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
Baseball Diamond	
Baseball Diamond - with lights (per season per team)	\$ 400.00
Baseball Diamond - without lights (per season per team)	\$ 200.00

Item	2022 Fee
Baseball Tournaments (per day)	\$ 100.00
Soccer Fields	
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
Swimming Pool	
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)	\$ 65.00

**** Notes**

Public skate/ Open swim times prices based on 1.5hour

Four Counties Transit Fees

Item	2022 Fee
Trips within Service Area	
Mileage (per km)	\$ 0.70
One way Trip	\$ 6.00
Round Trip (per person)	\$ 12.00
Trips outside Service Area	
Round Trip (per person) + Mileage	\$ 35.00
Special trips	
During normal hours (per hour) + mileage	\$ 35.00
Outside normal hours (per hour)+ mileage	\$ 50.00

Water Fees

Item	2022 Fee
Administration	
Water Security Deposits - Tennants (Residential)	\$ 200.00
Water Security Deposits - Tennants (Commercial)	\$200 or a total of 3 months' average billing
Water Service disconnect/reconnect	\$ 60.00
Call Out Fee (Business Hours 7:30 am - 3:30 pm)	\$ 60.00
After Hours Call Out Fee	\$ 120.00
Transfer of account	\$ 50.00
Water Dispensing Station	
Security deposit for non-residents and new accounts	\$ 200.00
Water Service Connections	
Water service installation- materials	Cost
Water service installation - labour & machine time	current municipal rate
1 inch service	\$ 1,200.00
For Special Sizing Contact Office	
Water connection fee - Municipalities	
Southwest Middlesex Water Customer within West Elgin Boundaries	As determined by SWM
Dutton Dunwich Water Customer within West Elgin Boundaries	As determined by Dutton Dunwich