

**Administration Fees and Service Charges****General**

Description	Fee	HST	Total
Commission of oaths	8.85	1.15	10.00
Certification of any document - does not include photocopying	8.85	1.15	10.00
Swearing an affidavit - affidavit previously prepared	8.85	1.15	10.00
Swearing an affidavit - affidavit prepared by municipality	13.27	1.73	15.00
Photocopies -per copy	0.31	0.04	0.35
Information Search -per hour -non MFIPPA search	35.00	4.55	39.55
Information Search -minimum charge	5.00	0.65	5.65
Returned Item Charge	35.00	0.00	35.00
Parking Ticket Returned Item Charge	35.00	0.00	35.00
Administrative Charge -parking penalties	35.00	0.00	35.00

<b>Description</b>	<b>Fee</b>	<b>HST</b>	<b>Total</b>
Incoming Fax -per page	0.40	0.05	0.45
Local Outgoing Fax -per page	0.71	0.09	0.80
Long Distance Fax -per page	1.42	0.18	1.60
Vital Statistics Travel Letter	30.00	0.00	30.00
Freedom of Information Request	5.00	0.00	5.00
Promotional Royalty Deposits -Wiarion Willie product contracts	100.00	0.00	100.00
Fenceviewer Charge -per viewer -per visit -plus applicable Town mileage rate	65.00	0.00	65.00
Civil Marriage Solemnization	309.73	40.27	350.00
Animal Reclaim and Administration Fee -per animal -in addition to animal shelter fees	95.00	12.35	107.35
Animal Shelter Fees -actual costs charged to the Town by shelter -in addition to animal reclaim and administration fee	Actual Costs	As Applicable to Actual Costs	Actual Costs Plus HST
Animal Removal and Seizure -including but not limited to investigation, vet, transportation, holding, feed, etc.	Actual Costs	As Applicable to Actual Costs	Actual Costs Plus HST
Program Administration Fee -refund or credit	\$10.00	0.00	10.00

## Certificates and Permits

Description	Fee	HST	Total
Tax Certificate	60.00	0.00	60.00
Water Certificate	60.00	0.00	60.00
Burial Permit	30.00	0.00	30.00
Zoning/Building Inquiry	75.00	0.00	75.00
Septic Inquiry	75.00	0.00	75.00
Cut Permit	165.00	0.00	165.00
Cut Permit Additional Inspection Fee	40.00	0.00	40.00
Sidewalk Cut Deposit -certified cheque	500.00	0.00	500.00
Road Cut Deposit -certified cheque	1000.00	0.00	1000.00
Curb Cut Deposit -certified cheque	500.00	0.00	500.00
Entranceway Permit	165.00	0.00	165.00
Entranceway Permit Additional Inspection Fee	40.00	0.00	40.00
Logging Permit Deposit -certified cheque	5000.00	0.00	5000.00

Description	Fee	HST	Total
Moving Permit -municipal roads	165.00	0.00	165.00
Moving Permit Deposit -certified cheque	1000.00	0.00	1000.00
Topsoil Removal Bond -per acre	1000.00	0.00	1000.00
Topsoil Removal Permit Fee	300.00	0.00	300.00
Septic Re-Inspection Fee	220.00	0.00	220.00
Septic Re-Inspection Missed Appointment Fee	100.00	0.00	100.00
Septic Re-Inspection Cost Recovery -attendance at Court -legal costs -other costs required to enforce compliance	Actual Costs	As Applicable to Actual Costs	Actual Costs plus HST
Ownership/Billing Information Change Fee -change ownership or billing information on a property tax account	30.00	0.00	30.00
Ownership/Billing Information Change Fee -change ownership or billing information on a utility account	30.00	0.00	30.00

The Town reserves the right to respond to any certificate request after being given a 48 hour notice period. Where a request is made to waive the notice period for a more immediate response, it shall be hereby understood that the Town shall charge double the applicable fee if a response is given within the 48 hour notice period.

## Signs

Description	Fee	HST	Total
Tourism Oriented Destination Signs (TODS) -12" x 48" -blue with white lettering	210.00	27.30	237.30
Wiarion Business Directional Signs -6 1/4" x 30" -blue with white lettering	100.00	13.00	113.00
911 Blades	No Charge	No Charge	No Charge
911 Posts	15.00	0.00	15.00
911 Blade, Post and Installation	45.00	0.00	45.00
Portable Signs -60 days	45.00	0.00	45.00
Portable Signs -120 day permit	90.00	0.00	90.00
Portable Signs -non-profit organizations -maximum 30 consecutive days	20.00	0.00	20.00
Billboard and Ground Signs -one time fee	400.00	0.00	400.00
Removal of Unauthorized Sign	50.00	0.00	50.00
House Signage for Properties of Interest -per sign	Actual Cost	As Applicable to Actual Cost	Actual Cost Including HST

## Planning

Description	Fee	HST	Total
Site Plan Control Agreement -No Demand For Service - not fronting on a public street	500.00	0.00	500.00
Site Plan Control Agreement - application fee -small development	700.00	0.00	700.00
Site Plan Control Agreement -application fee - medium development	1000.00	0.00	1000.00
Site Plan Control Agreement -application fee -large development	2000.00	0.00	2000.00
Site Plan Control Agreement -fees and deposits	As deemed appropriate to application	As applicable	As deemed appropriate to application plus HST
Site Plan Control Agreement -temporary use	500.00	0.00	500.00
Site Plan Control Agreement -archaeological assessments -environmental conditions	500.00	0.00	500.00
Deeming By-Law	500.00	0.00	500.00
Encroachment Agreement -application	100.00	0.00	100.00
Encroachment Agreement -processing	Actual Costs	As Applicable to Actual Costs	Actual Costs Plus HST

Description	Fee	HST	Total
Official Plan/Zoning/Minor Variance	Fee Set by Bruce County	As Applicable to Bruce County Fee	Fee Set by Bruce County Plus HST
Release of Subdivision Agreement -full or partial	75.00	0.00	75.00
Cash in Lieu of Parking -per space	1000.00	0.00	1000.00
Severance Administration	350.00	0.00	350.00
Severance Administration -no new lot created	150.00	0.00	150.00
Appraisal or Letter of Opinion	Actual Cost	As Applicable to Actual Cost	Actual Cost plus HST
By-Law to Remove Holding Symbol	400.00	0.00	400.00
Subdivision Review	1500.00	0.00	1500.00
Parkland Dedication Fees - % value of the unimproved lot	In accordance with the Planning Act	0.00	In accordance with the Planning Act
Subdivision Compliance Letter	75.00	0.00	75.00

## Property Standards

Description	Fee	HST	Total
Issuance of Property Standards Order	125.00	0.00	125.00
Appeal of Property Standards Order -non-refundable -payable upon application for appeal	150.00	0.00	150.00
Property Standards Order Confirmed or Partially Confirmed by Committee -property not in compliance when Order confirmed or partially confirmed	125.00	0.00	125.00
Attendance of Property Standards Officer in Court -appeal of decision to Superior Court of Justice -per Officer	500.00	0.00	500.00
Property Standards Compliance -cost of clean-up, repair, demolition or any required action under an Order	Actual Costs	As Applicable to Actual Costs	Actual Costs plus HST