

THE CORPORATION OF THE CITY OF SARNIA



PROPOSED FEES FOR SERVICES 2019

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CITY OF SARNIA**

**2019
PROPOSED FEES FOR SERVICES**

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THE CORPORATION OF THE CITY OF SARNIA
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FINANCE DEPARTMENT

OPEN SESSION REPORT

TO: Members of Sarnia City Council
FROM: Lisa Armstrong, Director of Finance
DATE: November 5, 2018
SUBJECT: 2019 Fees for Services

Recommendations:

It is recommended:

That Sarnia City Council adopt the 2019 Fees for Services as presented, at the Budget Deliberation Council meeting on December 11, 2018.

Background:

The 2019 Proposed Fees for Services are presented for Council's consideration.

Comments:

Many of the 2019 Proposed Fees for Services remain unchanged, and a few fees have been added for various reasons. Please refer to the attached Fees for Services document for complete information. Explanations of Fees for Services that have changed significantly are summarized below.

Finance

New fees have been added to Issue a Refund for Overpayment (made in error) \$25 and Transfer Payment from One Account to Another \$25. These fees are associated with the administrative cost of providing refunds in the case of repeated payments to incorrect accounts.

Some service fees have changed from 2018 based on the administrative cost associated with the services and comparison to a number of municipalities. Tax Certificates \$55 (+10%), Tax Certificate on Demand \$75 (+15%) and Ownership Change Notice \$32 (+28%).

Engineering

Some fees have been increased, on average, 1-2% in relation to the cost of providing the service, while most remain unchanged.

Public Works

New fee for Cone and Barricade drop off/pick up, \$150 minimum labour cost plus \$5.00 per barricade and \$1.00 per cone has been added to recover costs associated with events that do not require a road closure. Previously, there had been no fee associated with this specific-user service and it was absorbed within the current operational budget.

A new service of installing a clean-out on a sanitary lateral has been added. A clean-out enables the sanitary lateral to be inspected without excavation and establishes whether a blockage is within the road allowance or on private property. The proposed fee is inclusive of all labour, materials, and equipment required for installation. By-Law No. 3 of 1993 requires a clean-out be installed on each property, however many properties are still lacking this feature. The fee is \$2,500.

A new service, Trenchless Service Line Repair is being offered for the repair of a lateral on private property. Public Works currently uses this technology for repairing laterals located on public property and the cost is significantly less than traditional open-cut methodology. The fee is \$1,000.

Mechanic's chargeout of \$80 per hour has been added. Our mechanics are sometimes asked to perform warranty work on behalf of an equipment manufacturer. The rate covers their wage plus overhead.

There are a couple of changes to the Fees for Service in regards to Sewer Discharges. Industrial Effluent User Fee \$1.47 per 1,000 litres to be applied to industries discharging any process water into the City's sanitary collection system. By-Law No. 4 of 1993, Sewer Use By-Law, prevents process water from being directly discharged into the sanitary sewers; however, the City has been recently receiving requests from industry to discharge their process water despite the by-law. The City's sanitary collection system and waste water treatment processes were not designed to handle the additional hydraulic loading created, the fee covers the additional cost to convey and treat the process water. The High Volume Discharge Fee is for discharges above the standard rated capacity for a property, this is applied for, and only granted where there is sufficient space in the collection system. The fee of \$1.47 per 1,000 liters is based on the amount being discharged. Administration Fee for High Volume Sewer Discharge Agreements are Monthly \$50.00 or Quarterly \$100.00.

The fee for Organic Compost is removed as this product is no longer produced

by the City.

Relocation of Temporary Water Connection \$150 (+43%) and Testing of Backflow Preventer \$125 (+20%) fees have been significantly increased due to operator training requirements.

Transit

New fees for Daily Family Pass \$14.50, Weekly Pass \$24.50 and Senior Pass \$60.00 have been added for both Care-A-Van and Conventional Bus Passes.

The Blind Person pass has been renamed to CNIB Pass and this service fee has also been added for Care-A-Van.

No general fare increase has been recommended for 2019. See attached Transit Fare Adjustment Summary for historical rates.

Parks & Recreation

New fees have been added, including a Set Up & Take Down day rental fee for Anchor Events and Festivals \$250, Germain Park Japanese Garden – Wedding \$35 per hour, and Art/Craft Vendor - Centennial Park \$125.

Semi-Private Aquatic Lesson fee \$65 (+30%) has been increased significantly to recover costs due to the minimum wage increase.

Staff have removed the Cox Youth Hall Rental fee option as the room is not sufficient for public rentals and has had limited past use.

Changes to the baseball diamond section includes; Class "A" Lighted and Non-Lighted Diamonds. Blackwell South and Stan Slack Field at Errol Russel Park are now considered Class "A" fields. Class "A" fields have been listed in past Fees for Service books but did not include an hourly fee.

Blackwell Park Pickleball Hub rental fees have been added as a result of newly created, pickleball only, courts constructed at Blackwell Park in 2018. Rental fees are the same as tennis court rentals.

The Sarnia Arena - Winter Floor Area Only fee has been added back as staff now have the ability to place the existing floor covering located at PASA onto the ice surface at Sarnia Arena, allowing the ability to host events at Sarnia Arena during the ice season.

Fees for Commemorative Benches & Trees including the Waterfront & Park – Signature Commemorative Bench, Howard Watson Nature Trail & Park - Commemorative Bench and Commemorative Tree will now be included as per the policy approved at the July 16, 2018 regular Sarnia City Council Meeting.

Planning

New fees for Site Plan Amendments ranging from \$615 to \$1,825 in relation to the value on the agreement, Amendment to Draft Plan of Subdivision or Condominium \$2,750 and Change of Conditions Request \$555 have been established to allow the ability to make minor revisions or amendments to existing agreements without having to submit full payment of fees.

New service fees for Reactivation of an Inactive File \$500 and Extension of Draft Plan Approval \$350 have been added. These new fees apply to agreements that were not acted on within the term of the agreement.

New fee for Application for Subdivision (5-9 units) \$6,625 was added. This allows lower costs for small subdivisions, reflecting the associated administrative cost.

New fee for Validation of Title \$555, Completion of Final Consent (5 Business days or less) \$160, and Completion of Final Consent (1 business day when available) \$260 have been added to offset the cost for services.

Existing fees have been increased, on average, 2% in relation to the cost of providing the service to users.

A few service fees have changed by a larger percentage to reflect the actual cost of service delivery, Application for Condominium \$7,750 (+27%), Heritage Inventory \$38 (+90%) and Public Notification - Communication Tower Protocol \$500 (+11%).

Building

Fees have generally been increased by 2% to adjust for cost of living.

Demolition of buildings (over 600sq ft.) \$650 (+8%) has been increased to reflect additional work when dealing with larger structures.

Harbour

Some fees have been increased, on average, 3-5% in relation to the cost of providing the service, while others remain unchanged.

By-Law Enforcement

Fees have generally been increased by 2% to adjust for cost of living.

Fees for Female or Male, Unaltered (New Dog, Jul 1 - Dec 31) and Female or Male, Altered (New Dog, Jul 1 - Dec 31) have been removed as they are not used.

A new service fee for Commercial Merchant Loading Zone Pass (one-time fee)

\$5 has been added.

Fees for parking passes at the Victoria Street municipal lot have been reduced by 50%. Refer to the November 5, 2018 Downtown Parking Public Consultation Council Report.

Reference

The general power of municipalities to impose fees and charges derives from Sections 9, 10 and 11 of the *Municipal Act*. Specific authority to establish most of the fees and charges levied by the City is contained in Parts XII and IV of the *Act*. Under Part XII of the *Act* municipalities can establish wide ranging user fees for services provided, or services provided on behalf of municipalities. Part IV of the legislation gives municipalities the authority to impose licensing fees.

Section 391(1) of the *Municipal Act* stipulates that a municipality or local board may impose a fee or charge on persons: for services or activities provided or done by or on its behalf; for costs payable by it for services or activities provided or done by or on behalf of municipalities or local boards; and for the use of its property including property under its control.

Fees can be used to pay for service administration and enforcement costs as well as the cost of acquiring or replacing capital assets (Section 391(3)). They can also include capital costs associated with a deferred benefit (Section 391(2)). Services for which fees are charged can be either mandatory or discretionary (Section 391(4)). However, Section 394(1) prohibits fees that are based on:

- a) The income of a person, however it is earned or received, except that a municipality or local board may exempt, in whole or in part, and class of persons from all or part of a fee or charge on the basis of inability to pay;
- b) The use, consumption or purchase by a person of property other than property belonging to or under the control of the municipality or local board that passes the By-Law;
- c) The use, consumption or purchase by a person of a service other than a service provided or performed by or on behalf of or paid for by the municipality or local board that passes the By-Law;
- d) The benefit received by a person from a service other than a service provided or performed by or on behalf of or paid for by the municipality or local board that passes the By-Law; or

- e) The generation, exploitation, extraction, harvesting, processing, renewal or transportation of natural resources.

Consultation:

The 2019 Proposed Fees for Services were submitted by the Directors.

Financial Implications:

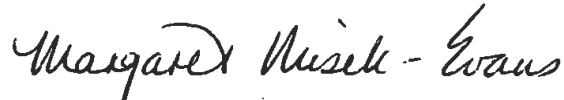
Discussed within the report. 5% of the City's total annual operating expenditures are covered by user fees.

Reviewed by:



Lisa Armstrong
Director of Finance

Approved by:



Margaret Misek-Evans
Chief Administrative Officer

This report has been prepared by Jane Qi, Financial Analyst.

Attachments:

1. Sarnia Transit Fare Adjustment Summary
2. 2019 Proposed Fees for Services

SARNIA TRANSIT FARE ADJUSTMENT SUMMARY – JULY 2018

YEAR	ADULT		STUDENT		SENIOR	HIGH SCHOOL SEMESTER PASS	LAMBTON COLLEGE SEMESTER PASS	FARE INCREASE AMOUNT	PASSES INCREASE AMOUNT
	TICKET	PASS	TICKET	PASS	TICKET				
Jan. 1994	\$1.50	\$45.50	\$0.85	\$32.00	\$1.50		\$105.00	Ad-\$0.25 Sen-\$0.30	
Jan. 1996	\$1.50	\$45.50	\$1.00	\$32.00	\$1.50	H.S.- \$105.00 Summer Fun Pass-\$50.00	\$125.00	St-\$0.15	L.C.-\$20.00
Apr. 1998	\$1.50	\$48.00	\$1.00	\$34.00	New senior pass @ \$40/month	H.S.- \$110.00 Summer Fun Pass-\$50.00	\$125.00		Ad-\$2.50 St-\$2.00 H.S.-\$5.00
Jan. 1999	\$1.50	\$50.00	\$1.00	\$40.00	\$42.00 pass	H.S.- \$110.00 Summer Fun Pass-\$50.00	\$125.00		Ad-\$2.00 St-\$6.00 Sen-\$2.00
Jan. 2001	\$2.00	\$55.00	\$1.50	\$45.00	\$45.00 pass	H.S.- \$115.00 Summer Fun Pass-\$50.00	\$130.00	Ad-\$0.50 St-\$0.50	Ad-\$5.00 St-\$5.00 Sen-\$3.00 H.S.-\$5.00 L.C.-\$5.00
Mar. 2004	\$2.00	\$60.00	\$1.75	\$50.00	\$45.00 pass	H.S.- \$115.00 Summer Fun Pass-\$50.00	\$130.00	St-\$0.25	Ad-\$5.00 St-\$5.00
Jan. 2005	\$2.00	\$65.00	\$1.75	\$55.00	\$50.00 pass	H.S.- \$125.00 Summer Fun Pass-\$60.00	\$140.00		Ad-\$5.00 St-\$5.00 Sen-\$5.00 H.S.-\$10.00 S.F.P.-\$10.00 L.C.-\$10.00
Jan. 2006	No fare increase for '06. Prov. Gas Tax was used to defer a fare increase for one year (\$125,000 for conventional transit & \$5,000 for Care-A-Van) Can only be done once every 3 yrs. Under current guidelines.								
Jan. 2007	Guidelines changed. Prov. Gas Tax can be used to offset increased operating costs; therefore, fare increase deferrals are still eligible. ***Only fare increase was the student fare to \$2 cash and tickets increased to \$1.85 each.								
Jan. 2008	\$2.00	\$55.00	\$2.00	\$55.00	\$55.00 pass	H.S.- \$125.00 Summer Fun Pass-\$75.00	\$140.00	St-\$0.25	Ad-(\$10.00) Sen-\$5.00

Effective 2008, 1 common fare is charged for cash, tickets, and monthly passes. Individual classifications for adult, student and senior have been eliminated; and the Summer Fun Pass was eliminated for students and replaced with a Summer Savings Pass for everyone.

Please Note: In the years not mentioned above, there were no fare increases.

Special Employer Purchased Bus Pass Program:

20 passes/month = 10% discount

40 passes/month = 20% discount

60 passes/month = 25% discount

Jan. 2009	Recommended fare increase for 2009 was not approved by Council. All fares remain unchanged for 2009.
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YEAR	ONE COMMON FARE						
	CASH	TICKETS	MONTHLY PASS	SUMMER SAVINGS PASS	HIGH SCHOOL/ LAMBTON COLLEGE SEMESTER PASS	FARE INCREASE AMOUNT	PASSES INCREASE AMOUNT
Jan. 2010	\$2.25	\$2.00	\$60.00	\$90.00	H.S.-\$135.00 L.C.-\$150.00	Cash-\$0.25 Tickets-\$0.15	Month-\$5.00 S.S.P.-\$15.00 H.S.-\$10.00 L.C.-\$10.00
Jan. 2011	All fares remain unchanged for 2011 with the exception charter rates went from \$70 to \$85/hr.						
Jan. 2012	All fares remain unchanged for 2012						
Jan. 2013	\$2.50	\$2.20	\$66.00	\$99.00	H.S.-\$148.50 L.C.-\$165.00	Cash-\$0.25 Tickets-\$0.20	Month-\$6.00 S.S.P.-\$9.00 H.S.-\$13.50 L.C.-\$15.00
Jan. 2014	All fares remain unchanged for 2014 pending recommendations from the Transit Master Plan.						
Jan. 2015	\$2.75	\$2.25	\$67.50	\$101.00	H.S.-\$151.00 L.C.-\$168.50	Cash-\$0.25 Tickets-\$0.05	Month-\$1.50 S.S.P.-\$2.00 H.S.-\$2.50 L.C.-\$3.50
Jan. 2016	\$2.75	\$2.30	\$69.00	\$105.00	H.S.-\$154.00 L.C.-\$170.00	Tickets-\$0.05	Month-\$1.50 S.S.P.-\$4.00 H.S.-\$3.00 L.C.-\$1.50
Jan. 2017	\$3.00	\$2.35	\$73.00	\$110.00	H.S.-\$157.00 L.C.-\$172.00	Cash-\$0.25 Tickets-\$0.05	Month-\$4.00 S.S.P.-\$5.00 H.S.-\$3.00 L.C.-\$2.00
Jan. 2018	All fares remain unchanged for 2018						

CORPORATE		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
MISCELLANEOUS/ADMINISTRATION							
Miscellaneous Documents	Cost recovery	Y					various
Returned Cheque or Payment - Including NSF, PAP, EFT		N		40.00	40.00	0%	01-4-2020-00930
Registered Mail		N		30.00	30.00	0%	
Interest on Outstanding Accounts Receivable Balances	15% per annum	N		variable	variable		
Online Convenience Service Fee	Cost recovery	N					various
Special Event/User Group - General Liability Insurance	as outlined by insurance provider	8% Ontario Tax		variable	variable		various
Copy Charge	Per page	Y		0.50	0.50	0%	various

CITY CLERK	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
BUSINESS LICENCES - EATING ESTABLISHMENTS						
Eating Establishment & Food Store, Refreshment Stand, Lunch Counter, Restaurant, or Drive-In	New	N	195.00	195.00	0%	01-4-2050-00322
	Renewal	N	130.00	130.00	0%	
BUSINESS LICENCES - OTHER						
Adult Live Entertainment Parlours		N	305.00	305.00	0%	01-4-2050-00324
Adult Video Stores	New	N	230.00	230.00	0%	
	Renewal	N	165.00	165.00	0%	
Auctioneer	New	N	255.00	255.00	0%	
	Renewal	N	185.00	185.00	0%	
Bed & Breakfast	New	N	155.00	155.00	0%	
	Renewal	N	110.00	110.00	0%	
Body Piercing/Scarification/Tattooing	New	N	205.00	205.00	0%	
	Renewal	N	135.00	135.00	0%	
Body Rub Parlour Owner/Operator		N	500.00	500.00	0%	
Body Rub Parlour Attendant		N	150.00	150.00	0%	
Busker <i>(perform/entertain in designated areas for voluntary donations)</i>	Contact Parks & Recreation	N	free	free		
Circus <i>(including Midway)</i>		N	460.00	460.00	0%	
Master Plumber Licence	New	N	100.00	100.00	0%	
	Renewal	N	60.00	60.00	0%	
Pawn Broker		N	195.00	195.00	0%	
Pet Shops	New	N	205.00	205.00	0%	
	Renewal	N	135.00	135.00	0%	
Public Hall <i>(including Movie Theatre)</i>	New	N	225.00	225.00	0%	
	Renewal	N	160.00	160.00	0%	
Refreshment Vehicle	City Parks	N	360.00	360.00	0%	
	Non-Motorized/Cycle	N	250.00	250.00	0%	
	Other	N	460.00	460.00	0%	
Rooming or Boarding House (3 to 6 rooms)	New	N	195.00	195.00	0%	
	Renewal	N	130.00	130.00	0%	
(7 or more rooms)	New	N	235.00	235.00	0%	
	Renewal	N	170.00	170.00	0%	

CITY CLERK	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #	
Salesperson (Resident)	Yearly	N	510.00	510.00	0%	01-4-2050-00324	
	Seasonal - 3 months *	N	310.00	310.00	0%		
	Daily - 3 days *	N	160.00	160.00	0%		
Salesperson (Non-Resident)	Yearly	N	1,210.00	1,210.00	0%		
	Seasonal - 2 months *	N	550.00	550.00	0%		
	Seasonal - 3 months *	N	810.00	810.00	0%		
	Daily - 3 days *	N	510.00	510.00	0%		
<i>* must be consecutive months/days</i>							
Salvage	New	N	200.00	200.00	0%		
	Renewal	N	200.00	200.00	0%		
Second-Hand Goods	New	N	200.00	200.00	0%		
	Renewal	N	200.00	200.00	0%		
Business Licence - Late Fee	After March 31st	N	35.00	35.00	0%		
	After July 1st	N	100.00	100.00	0%		
Business Licence - Transfer		N	25.00	25.00	0%		
LOTTERY LICENSE FEES							
Bingo	Up to 165.00	N	112.50	112.50	0%	01-4-2050-00325	
Raffle	% of prize value	N	3%	3%	0%	01-4-2050-00326	
Break-Open Ticket	% of prize value	N	3%	3%	0%	01-4-2050-00327	
Letter of Authorization to Sell tickets in Municipality	Licensed through Province	N	25.00	25.00	0%		
COMMISSIONING SERVICES							
Commissioning Services	Up to 4 signatures	I	31.00	31.00	0%	01-4-2050-00328	
	5 or more signatures	I	50.00	50.00	0%		
FREEDOM OF INFORMATION							
Freedom of Information	Application fee	N	5.00	5.00	0%	01-4-2050-00329	
	Per 15 minutes	N	7.50	7.50	0%		
MARRIAGE							
Marriage Licence - \$48 remitted to Province of Ontario	Net fee to City \$97.00	N	145.00	145.00	0%	01-4-2050-00330	
Marriage Ceremony - Business Hours		I	275.00	275.00	0%	01-4-2050-00345	
Marriage Ceremony - Staff Witness	Per ceremony	N	50.00	50.00	0%		
Marriage Ceremony - Cancellation Fee	Less than 48 hours notice	N	50.00	50.00	0%		

CITY CLERK		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
DEATH CERTIFICATES							
Registration of Deaths	Stillbirths exempt	N	25.00	25.00	0%	01-4-2050-00335	
OTHER FEES & SERVICE CHARGES							
Liquor - Letter of Authorization		N	50.00	50.00	0%	01-4-2050-00901	
Liquor - Licence Extension Application		N	50.00	50.00	0%		
Exemption from Noise By-Law		N	125.00	125.00	0%		

LEGAL SERVICES		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
LEGAL FEES							
	Municipal Tax Sales By-Law		N	variable	variable		01-4-2005-00301
AGREEMENT FEES							
	Indemnity Agreements	Plus disbursements	Y	100.00	100.00	0%	01-4-2005-00901
	Standard Site Plan & Severance Agreements, etc.	Plus disbursements	N	300.00	300.00	0%	
	Standard Encroachment Agreements <i>(plus annual rental unless SFR), Easements, etc.</i>	Plus disbursements	Y	500.00	500.00	0%	
	Standard Sale of Land, Road/Lane/Alley Closings, etc.	Plus disbursements	N	500.00	500.00	0%	
	Standard Subdivision & Front Ending Agreements <i>(where not part of subdivision agreement), etc.</i>	Plus disbursements	N	1,500.00	1,500.00	0%	
	Pipeline Crossing - Initial fee	Plus disbursements	Y	1,500.00	1,500.00	0%	
	Mortgage Discharges & Standard Postponements	Plus disbursements	Y	250.00	250.00	0%	
	Standard Façade Loan - Title Search & Registration Fee	Incl. disbursements	N	750.00	750.00	0%	
	Miscellaneous Documents	Cost recovery	Y	variable	variable		
REGISTRATION FEES							
	Registration Fee <i>(per document)</i>	Plus disbursements	N	102.00	102.00	0%	01-4-2005-00901
NOTARY SERVICES							
	Notary Services	First signature	I	31.00	31.00	0%	01-4-2005-00901
		Each additional signature	I	10.00	10.00	0%	
<i>All disbursement revenue is directly offset by a corresponding expense.</i>							

FINANCE		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
TAX CERTIFICATES							
Tax Certificates	5-7 Business Days	N	50.00	55.00	10%	01-4-2021-00300	
	On Demand, up to 2 days	N	65.00	75.00	15%		
OTHER FEES & SERVICE CHARGES - TAX							
Tax Account Printout (2018 or 2019 only)			free	free		01-4-2021-00901	
Tax Account Printout (2006 - 2017)			N	5.00	5.00		0%
Reprint Tax Bill			N	15.00	15.00		0%
Tax Arrears Reminder Notice			N	5.00	5.00		0%
Ownership Change Notice			N	25.00	32.00		28%
Tax Rolling Fee (including drains loans)			N	50.00	50.00		0%
Creating a New Tax Roll			N	50.00	50.00		0%
Duplicate Documentation - Assessment Adjustments or Tax Rebates			N	30.00	30.00		0%
Administration Fee - Refunding a payment contrary to the Municipal Act (Section 347(3))			N	40.00	40.00		0%
Microfiche Search Letter - up to 2 years			N	41.00	41.00		0%
Issue a Refund for Overpayment (made in error)			after 2nd incident	N	25.00		NEW
Transfer payment from one account to another			after 2nd incident	N	25.00		NEW
Microfiche Search Letter - each additional year beyond 2 years			N	5.00	5.00		0%
PURCHASING FEES							
Basic Bid - Online from Bidding Service			free	free		01-4-2023-00901	
Basic Bid - Hard copy, pick-up at City Hall			I	50.00	50.00		0%
Complex Bid - Based on production cost of prints, drawings, etc.			\$100 to \$300	I	variable		variable
Administration Fee - Sale of Goods to Outside Organization			% of sale	Y	10%		10%

FIRE	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
ADMINISTRATION FEES						
Professional Services	Minimum per transaction	Y	51.25	51.25	0%	01-4-2500-00930
	Hourly	Y	102.50	102.50	0%	
Costs Recovery Administration	Hourly	Y	102.50	102.50	0%	
FIRE SAFETY INSPECTIONS & ENFORCEMENT						
Fire Inspection Requests						01-4-2500-00350
First & Second (<i>includes 1 hr. minimum for business licence - collected with licence renewal; business, commercial, institutional, industrial and residential (incl. daycare, group home, etc.)</i>)	Hourly	Y	102.50	102.50	0%	
First & Second - Residential up to 4 units (<i>Sec. 9 Retrofit</i>)	Flat rate	Y	190.00	190.00	0%	
First & Second - Residential 5 units & above (<i>Sec. 9 Retrofit</i>)	Per unit	Y	102.50	102.50	0%	
Third & each subsequent (re)inspection	Minimum fee	Y	102.50	102.50	0%	
After Hours Inspection/Fire Code Enforcement		Y	153.75	153.75	0%	
Fire Inspection Report - Admin File Search	Hourly	Y	102.50	102.50	0%	
Review of Propane Risk & Safety Management Plans (<i>plus Third Party Fees</i>)	Hourly	Y	102.50	102.50	0%	
	Administration fee	Y	51.25	51.25	0%	
Occupant Load Determination or Recalculation	Hourly, minimum 1 hour	Y	102.50	102.50	0%	
Liquor Licensing Board of Ontario		Y	285.00	285.00	0%	
Burn Permits						
Rural Open Burn Permit (<i>BL 2001/91 Part II Section 2.1</i>)	One-time administration	I	45.00	45.00	0%	
Permit Special Events (<i>BL 2001/91 Part II Section 2.4</i>)		Y	102.50	102.50	0%	
Special Events - Vendor Inspection (<i>After business hours use 'After Hours' rate above - will be invoiced to event organization</i>)	Hourly	Y	102.50	102.50	0%	
Public Education						
Smoke Alarm	Cost recovery	Y	variable	variable		
CO Alarm	Cost recovery	Y	variable	variable		
Smoke/CO Alarm Combo	Cost recovery	Y	variable	variable		
Smoke/CO Alarm Installation	Per 1/2 hour	Y	50.00	50.00	0%	
Fire Safety Education	Hourly	Y	102.50	102.50	0%	

FIRE		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
FIRE SUPPRESSION							
Fire Incident Reports (<i>Insurance Adjusters</i>)	Hourly	Y	102.50	102.50	0%	01-4-2500-00366	
Fire Investigation Report Summary	Hourly, minimum 4 hours	Y	102.50	102.50	0%		
Motor Vehicles on City Streets/Non Residents	Minimum, up to 1 hour	N	457.50	457.50	0%		
	Each additional 1/2 hour	N	228.75	228.75	0%		
Non-Compliant Recreational Burning	Each additional 1/2 hour	N	228.75	228.75	0%		
False Alarms (<i>Other than malicious</i>) - After two false alarms in one year, per apparatus, per hour (MTO dependant rate)	Minimum, up to 1 hour	N	457.50	457.50	0%		
	Each additional 1/2 hour	N	228.75	228.75	0%		
False Alarms - Failure to notify Fire Department when testing or working on alarm system; depending on occupancy classification & running assignment	Minimum, up to 1 hour	Y	457.50	457.50	0%		
	Each additional 1/2 hour	Y	228.75	228.75	0%		
No Rural Open Burn Permit where permit is required (<i>MTO dependant rate</i>)	Minimum, up to 1 hour	N	457.50	457.50	0%		
Violation of Open Burning By-Law (<i>Recreational and Rural</i>)	Each additional 1/2 hour	N	228.75	228.75	0%		
Special Events - Stand-by Fire Apparatus (<i>minimum four-person crew</i>)	Hourly per Fire Department member	N	102.50	102.50	0%		
Extraordinary Emergency Expenses (<i>major incidents, i.e. high rise response, industrial response, etc.</i>)	Cost recovery	N	variable	variable			
Elevator Rescue	Cost recovery, per hour	N	457.50	457.50	0%		
Non-Emergency Response	Cost recovery	N	variable	variable			
Fire Marque Agency Agreement (<i>By-Law 93 of 2017</i>) <i>Fire Department response fees/Indemnification Technology® Vehicle</i>	Current MTO rate per hour, plus personnel costs and additional costs for each and every call	N	Indemnification Process	variable		30-2-6510-06320	
Fire Calls on King's Highway	Current MTO rate					01-4-2500-00367	
HAZARDOUS MATERIALS RESPONSE COST RECOVERY							
Hazardous Materials Team	Cost recovery	Y				01-4-2500-00930	
Hazardous Materials Truck and Trailer	Minimum 2 hours	Y	457.50	457.50	0%		
	Each additional hour	Y	228.75	228.75	0%		
Hazardous Initial Assessment Crew	Minimum 2 hours	Y	457.50	457.50	0%		
	Cost recovery	Y					

ENGINEERING		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
OVERSIZE LOAD-MOVING FEES							
Building other than Residential Garage			N	260.00	265.00	2%	01-4-3000-00901 <i>deposit acct</i>
Residential Garage			N	107.00	109.00	2%	
Other Structures - Loads <3.75 m wide and <120,000 kg	Two days notice		N	132.00	135.00	2%	
	One day notice		N	265.00	270.00	2%	
Other Structures - Loads >3.75 m wide and >120,000 kg	Two days notice		N	1,190.00	1,190.00	0%	
	One day notice		N	2,345.00	2,345.00	0%	
Damage Deposit			N	1,200.00	1,200.00	0%	
Annual Oversize Load Permit			N	345.00	350.00	1%	
Stopped by Police for No Permit	Permit fee plus penalty		N	1,150.00	1,150.00	0%	
TRAFFIC FEES							
Hoarding Permits (<i>Temporary Right of Way Occupancy</i>) - 1 week minimum charge	Per occupied m ² /week		N	5.30	5.30	0%	01-4-3034-00901
Application Renewal - Patio/Awnings	Per application		N	82.00	82.00	0%	
Encroachment - Patio/Awnings	Per season		N	82.00	82.00	0%	
Paper Box Licence	Yearly		N	45.00	45.00	0%	
Third Party Reviews	Cost recovery		Y	variable	variable		
Signs - Handicapped, Fire Route, Parking, etc.	Per sign		Y	26.50	26.50	0%	01-4-3034-00930
ENGINEERING DEVELOPMENT FEES - LOT, WATER							
Water Testing			Y	1,225.00	1,250.00	2%	01-4-3035-00901
Tie-In Water System (<i>requires Class 1 Water Certificate supervision</i>)	Flat rate		Y	535.00	540.00	1%	
	After hours - cost plus		Y	10%	10%	0%	
Lot Grading Certificate	First review		N	72.50	74.00	2%	
	Subsequent review		N	130.00	133.00	2%	
SITE PLAN REVIEW							
Application Fee			N	1,125.00	1,150.00	2%	01-4-3035-00901
Inspection Fee	Small size projects		Y	1,000.00	1,000.00	0%	
	Mid size projects		Y	2,500.00	2,500.00	0%	
	Large size projects		Y	5,000.00	5,000.00	0%	
<i>Plus Future City Maintenance Charge</i>	Based on value of work		Y	10%	10%	0%	01-4-3010-00930

ENGINEERING		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
SERVICE CONNECTIONS (WATER, SEWER, ETC.)							
Application Fee	Based on value of work	N	10%	10%	0%	01-4-3035-00901	
	Flat rate	N	500.00	510.00	2%		
Inspection Fee - In-office	Hourly based on estimate	Y	80.00	82.00	2%	01-4-3035-00901	
Inspection Fee - Field	Hourly based on estimate	Y	90.00	92.00	2%		
<i>Plus Future City Maintenance Charge</i>		Based on value of work	Y	10%	10%	0%	01-4-3010-00930
APPLICATION FEES - ENVIRONMENTAL AGREEMENTS							
Application Fee		N	2,575.00	2,600.00	1%	01-4-3035-00901	
ENGINEERING DEVELOPMENT FEES - SUBDIVISION, HYDRANT FLOW, CULVERT							
Inspection Fee - In-office	Hourly	Y	80.00	82.00	2%	01-4-3035-00901	
Inspection Fee - Field	Hourly	Y	90.00	92.00	2%		
Inspection Fee	Construction cost	Y	4%	4%	0%	01-4-3035-00930	
Fire Hydrant Flow Information	Hourly, minimum 2 hours	N	130.00	132.00	2%		
New Culvert Information	Actual cost	N					
ENGINEERING DEVELOPMENT FEES - UTILITY CUTS, ETC							
Utility Cut Permits - Contractors		N	130.00	130.00	0%	01-4-3035-00936	
Curb Cuts	Based on tendered amount	Y	variable	variable			
	Based on value of work	Y	25%	25%	0%		
Utility Crossing Review		Y	122.00	122.00	0%	01-4-3035-00936	
Right-of-Way	Fee	Y	100.00	100.00	0%		
	Damage deposit	N	1,000.00	1,000.00	0%		<i>deposit acct</i>
Road Occupancy Permits - Utility	0-100 permits	N	7,000.00	7,000.00	0%	01-4-3035-00936	
	101-500 permits	N	3,000.00	3,000.00	0%		
	501-2000 permits	N	5,000.00	5,000.00	0%		
	Over 2000 permits	N	8,000.00	8,000.00	0%		
	Municipal Consent	N	405.00	405.00	0%		

ENGINEERING		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
APPLICATION FEES - ENCROACHMENTS ON MUNICIPAL RIGHT OF WAY							
<i>Per Encroachment Regardless of Number of Crossings/Current Fees at Renewal of Fixed Term Agreement</i>							
Residential/Agricultural - includes minor encroachments or crossings: waterlines, electrical lines or other conduits			Y	27.00	27.00	0%	01-4-3035-00936
Commercial/Industrial - includes major encroachments or crossings: gas lines, product lines, buried cables or conduits			Y	260.00	260.00	0%	
Construction & Administration Fee for Engineering Inspection	Lump sum payment		Y	2,550.00	2,600.00	2%	
PIPELINE CROSSING REVIEW FEES							
Pipeline Crossing Review	Per agreement		Y	1,050.00	1,050.00	0%	01-4-1305-00083
ENCROACHMENT ON MUNICIPAL RIGHT-OF-WAYS - MUNICIPAL ROADS/DRAINS							
<i>Current Fees at Renewal of Fixed Term Agreements</i>							
<i>No residential or agricultural encroachments parallel with roadway shall be granted (crossings only)</i>							
<i>All waterline, electrical lines, and other conduits shall be installed on owners' property</i>							
Residential/Agricultural - (one time)	Per crossing		Y	205.00	205.00	0%	01-4-1305-00082
Commercial/Industrial - (one time)	Per crossing		Y	1,005.00	1,005.00	0%	
Commercial & Industrial Pipelines/Conduits	Per km/5 year term		Y	1,510.00	1,510.00	0%	
Commercial & Industrial Power/Communication Lines	Per pole/5 year term		Y	105.00	105.00	0%	
ENCROACHMENT - CROSSING ON MUNICIPAL RIGHT-OF-WAYS ONLY							
<i>Current Fees at Renewal of Fixed Term Agreements</i>							
Commercial & Industrial Underground Road Crossings	Per crossing/year		Y	1,010.00	1,025.00	1%	01-4-1305-00083
CONSTRUCTION DEPOSITS - REFUNDABLE SECURITY DEPOSITS							
<i>Total security deposits may be reduced in case of multiple crossings at discretion of Director of Engineer</i>							
Roadway Crossing	Deposit per crossing		N	1,000.00	1,000.00	0%	deposit acct
Municipal Right-of-Ways	Deposit per km		N	1,000.00	1,000.00	0%	
	Deposit minimum		N	1,000.00	1,000.00	0%	

PUBLIC WORKS		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
STREETS/ROADS							
Future City Maintenance Charge	<i>Re: Service Connections & Site Plan Work</i>	N	10%	10%	0%	01-4-3010-00930	
Barricade Installation and Removal		N	583.00	590.00	1%		
First Intersection/Minimum		N	279.00	285.00	2%		
Per Additional Intersection							
<i>Or Actual Costs plus Overhead if Greater</i>							
Cone and Barricade Drop off/Pick Up	Minimum charge	N		150.00	NEW		
Per barricade		N		5.00	NEW		
Per cone		N		1.00	NEW		
CURB & GUTTER/SIDEWALKS							
Curb & Gutter Fill	Per linear metre	N	127.00	129.50	2%	01-4-3010-00936	
Sidewalk replacement	Per m ²	N	127.00	129.50	2%		
HYDRANT USE							
Temporary Water Connection Agreement <i>(with backflow preventer)</i>	Minimum, 2 weeks	N	243.00	247.50	2%	08-4-3790-00571	
	Each additional week	N	27.00	27.50	2%		
Relocation of Temporary Water Connection <i>(incl. backflow test)</i>	Each relocation	N	105.00	150.00	43%		
Water usage per cubic meter	No sewer disposal	N	1.20	1.25	4%		
Water usage per cubic meter	Including sewer disposal	N	15.20	15.50	2%		
<i>Refundable damage deposit</i>		N	2,030.00	2,030.00	0%		<i>deposit acct</i>
WATER SERVICES							
Water Service Shut-Off Charge for Construction <i>(Business Hours 7:30am -4:00pm Monday - Friday)</i>	No charge					08-4-3790-00572	
Water Service Shut-Off Charge	After business hours	Y	150.00	150.00	0%		
Repair frozen water meter in building	Costs plus overhead	Y					
Water meter installation inspection		Y	89.00	89.00	0%		
Exemption Permit for Lawn Watering		N	51.00	51.00	0%		
Testing of backflow preventer	Each test	N	104.00	125.00	20%		
CONSTRUCTION - WATER							
Construction Water <i>(Based on Building Permit Fee)</i>		N	10%	10%	0%	08-4-3790-00900	

PUBLIC WORKS		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #	
WATER METER KITS								
Water meter kits	20 mm size	Y	279.00	285.00	2%	08-4-3790-00940		
	25 mm size	Y	330.00	335.00	2%			
	37 mm size	Y	573.00	585.00	2%			
	50 mm size	Y	710.00	725.00	2%			
OMNI Meters	50 mm size	Y	1,245.00	1,270.00	2%	08-4-3790-00940		
WATER METER FEE								
<i>For Commercial/Industrial properties without bulk water meter & fire hydrant inside property perimeter</i>								
10" Per Year		Y	1,600.00	1,600.00	0%	30-2-6617-06320		
8" Per Year		Y	1,400.00	1,400.00	0%			
6" Per Year		Y	1,296.00	1,296.00	0%			
SEWER SERVICES								
Raw Sewage Fee	Per 1,000 litres	Y	14.00	14.25	2%	30-2-6535-06320		
Surcharge Fee	Per 1,000 litres	Y	14.00	14.25	2%			
Industrial Effluent User Fee	Per 1,000 litres	Y		1.47	NEW	07-4-3505-00901		
High Volume Discharge Fee	Per 1,000 litres	Y		1.47	NEW			
Sewer Discharge Agreements - Application Fee								
Initial		Y	250.00	255.00	2%			
Amendment		Y	50.00	50.00	0%			
Sewer Discharge Agreements - Administration Fees								
Overstrength	Monthly	Y	50.00	50.00	0%			
	Quarterly	Y	150.00	150.00	0%			
Surcharge	Monthly	Y	50.00	50.00	0%			
	Quarterly	Y	150.00	150.00	0%			
Chloride	Monthly	Y	50.00	50.00	0%			
	Quarterly	Y	150.00	150.00	0%			
Compliance	Monthly	Y	100.00	100.00	0%			
	Quarterly	Y	300.00	300.00	0%			
Conditional	Monthly	Y	100.00	100.00	0%			
	Quarterly	Y	300.00	300.00	0%			
High Volume	Monthly	Y		50.00	NEW			
	Quarterly	Y		100.00	NEW			

PUBLIC WORKS	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
Overstrength Discharge Fees						07-4-3505-00901
Biochemical Oxygen Demand (BOD)	kilogram	Y	0.76	0.76	0%	
Total Suspended Solids (TSS)	kilogram	Y	0.79	0.79	0%	
Total Kjeldahl Nitrogen (TKN)	kilogram	Y	1.64	1.64	0%	
Total Phosphorus (TP)	kilogram	Y	2.41	2.41	0%	
Hauled sludge (<i>LAWSS and Village of Pt. Edward</i>)	Per 1,000 litres	Y	31.00	31.00	0%	07-4-3505-00901
Hauled sewage discharged at WPCC, per load	<2,250 litres	Y	60.00	60.00	0%	30-2-6616-06320
	2,250 - 4,500 litres	Y	120.00	120.00	0%	
	>4,500 litres	Y	180.00	180.00	0%	
	Recreational Vehicle	Y	35.00	35.00	0%	
Clean-out Installation (restoration not included)	Per install	Y		2,500.00	NEW	07-4-3500-00930
Trenchless Service Line Repair	Per install	Y		1,000.00	NEW	
WASTE						
Garbage Tags		N	1.50	1.50	0%	01-4-3800-00511
Over-volume bags collected by City staff upon property owner's refusal to cooperate	Per bag	N	10.50	10.50	0%	
Surplus Waste Collection - Commercial Properties	Per cart	N	6.50	6.50	0%	
RECYCLE CONTAINERS						
Replacement Blue Boxes		I	7.00	7.00	0%	01-4-3880-00940
Garbage/Recycle Carts	Cost recovery	I	variable	variable		
COMPOST MATERIAL						
Compost Material	Car - with containers	Y	8.00	8.00	0%	01-4-3880-00940
All prices adjusted to cubic yard rate (yd ³)	Van - 1 yd ³ bucket	Y	16.00	16.00	0%	
Regular Wood Chips	Per yd ³	Y	10.00	10.00	0%	
Mulch	Per yd ³	Y	16.00	16.00	0%	
Compost Material - Commercial - Price as approved by Director of Engineering		Y	variable	variable		
Organic Compost - Price as approved by Director of Engineering		I	variable		N/A	

PUBLIC WORKS		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
COMPOSTABLE DROP-OFF							
Brush Drop Off							01-4-3880-00940
	Pick Up Truck	1/2 load	Y	15.00	15.00	0%	
	Pick Up Truck	Full	Y	25.00	25.00	0%	
	Pick Up Truck	with racks	Y	40.00	40.00	0%	
	Trailer	Single axle - 1/2 load	Y		15.00	NEW	
	Trailer	Single axle	Y	25.00	25.00	0%	
	Trailer	Double axle	Y	40.00	40.00	0%	
	Trailer	Overfull single axle	Y	40.00	40.00	0%	
	Trailer	Overfull double axle	Y	60.00	60.00	0%	
	Dump Truck	Small (4-6 yd ³)	Y	60.00	60.00	0%	
	Dump Truck	>6 yd ³ - minimum	Y	72.00	72.00	0%	
	Dump Truck	>6 yd ³ - maximum	Y	155.00	155.00	0%	
Log Drop Off							
	Pick Up Truck or Trailer	1/2 load	Y		21.00	NEW	
	Pick Up Truck or Trailer	Full	Y	42.00	42.00	0%	
Scaled Dump Trucks and Roll-off Containers		Per tonne	Y	80.00	80.00	0%	
Drop-off Compostables - Other municipalities - Gross cost per tonne of prior year		Plus overhead	Y	0.15	0.15	0%	
OTHER							
Mechanic's Chargeout Rate		Hourly	I		80.00	NEW	01-4-3880-00940

TRANSIT		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
FARES - CONVENTIONAL							
Cash Fare	Regular		N	3.00	3.00	0%	06-4-3140-00470
Child	5 yrs & under			free	free		
TICKETS - CONVENTIONAL							
Tickets, Individual			N	2.35	2.35	0%	06-4-3140-00471
Tickets, Sheet of 10 (<i>City Hall, Customer Service location only</i>)			N	23.50	23.50	0%	
Tickets, Sheet of 20 (<i>City Hall, Customer Service location only</i>)			N	47.00	47.00	0%	
BUS PASSES - CONVENTIONAL							
Standard Bus Pass	Monthly		N	73.00	74.00	1.4%	06-4-3140-00472
Semester - Elementary/Secondary	5 months		N	157.00	159.00	1.3%	
Semester - College	4 months		N	172.00	174.00	1.2%	
Semester - Pass Replacement			N	60.00	60.00	0%	
Summer Savings Pass	2 months		N	110.00	112.00	1.8%	
Family Pass	Daily		N		14.50	NEW	
Weekly Pass	Weekly		N		24.50	NEW	
Seniors Pass (<i>65 years and older</i>)	Monthly		N		60.00	NEW	
CNIB Pass	Annual		N	29.00	29.00	0%	
Support Person Pass				free	free		
Veterans				free	free		
Employer Bus Pass Program							
Discount 20+ passes				10%	10%	0%	
Discount 40+ passes				20%	20%	0%	
Discount 60+ passes				25%	25%	0%	
Poverty Reduction Program - Inn of the Good Shepherd							
Reduction per Standard Pass, no monthly limit	Discount in \$			-20.00	-20.00	0%	
Reduction per Ticket Sheet (<i>Sheet of 20</i>), no monthly limit	Discount in \$			-15.00	-15.00	0%	
CHARTER RATES - CONVENTIONAL							
Charter	Hourly		Y	110.00	110.00	0%	06-4-3140-00473
Charter	Minimum		Y	160.00	160.00	0%	
Return Round Trip (<i>one pick-up, one destination</i>)	No extra layover time		Y	155.00	155.00	0%	

TRANSIT		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
FARES - CARE-A-VAN							
Cash Fare	Regular	N	3.00	3.00	0%	01-4-3195-00470	
Child	5 yrs & under		free	free			
Cancellation Fees	Regular cash fare	N	3.00	3.00	0%		
TICKETS - CARE-A-VAN							
Tickets, Individual		N	2.35	2.35	0%	01-4-3195-00471	
Tickets, Sheet of 10 (<i>City Hall, Customer Service location only</i>)		N	23.50	23.50	0%		
Tickets, Sheet of 20 (<i>City Hall, Customer Service location only</i>)		N	47.00	47.00	0%		
BUS PASSES - CARE-A-VAN							
Standard	Monthly	N	73.00	74.00	1.4%	01-4-3195-00472	
Semester - Elementary/Secondary	5 months	N	157.00	159.00	1.3%		
Semester - College	4 months	N	172.00	174.00	1.2%		
Summer Savings Pass	2 months	N	110.00	112.00	1.8%		
Family Pass	Daily	N		14.50	NEW		
Weekly Pass	Weekly	N		24.50	NEW		
Seniors Pass (<i>65 years and older</i>)	Monthly	N		60.00	NEW		
CNIB Pass	Annual	N		29.00	NEW		
Support Person Pass	Per pass		free	free			
CHARTER RATES - CARE-A-VAN							
Charter	Hourly	Y	110.00	112.00	1.8%	01-4-3195-00473	
Charter	Minimum	Y	160.00	163.00	1.9%		
MAINTENANCE DEPARTMENT SERVICING							
Exterior Bus Wash		Y	45.67	46.00	0.7%	06-4-3140-00475	
Exterior Bus Wash by Hand		Y	71.05	72.00	1.3%		
Interior Sweep or Interior Mop		Y	33.49	34.00	1.5%		
Complete Interior Clean	Hourly	Y	58.87	59.50	1.1%		
Parking, Inside	Daily	Y	45.00	46.00	2.2%		
Parking, Outside	Daily	Y	35.00	35.50	1.4%		
Mechanic, Light Maintenance	Hourly	Y	82.42	84.00	1.9%		
Mechanic, After Hours Call-in (<i>minimum 2 hours</i>)	Hourly	Y	97.88	99.50	1.7%		
Parts & supplies (<i>bulbs, wipers, chemicals, etc.</i>)	Garage price list + %	Y	30%	30%	0%		
Fuel (<i>#1 Diesel</i>)	Cost plus per litre	Y	0.07	0.07	0%		
Fluids - Engine Oil, Power Steering & Transmission Oil, Windshield Washer, Antifreeze	Cost plus %	Y	30%	30%	0%		

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
PARK & FACILITY USER FEES (<i>refundable deposits may apply</i>)							
Centennial, Clearwater, Canatara, Kenwick on the Lake, Mike Weir & Tecumseh Parks & all Community Parks as requested							01-4-4510-00903
Anchor Events and Festivals - over duration of event 5000 people	Daily	Y	1,080.00	1,100.00	2%		
Set Up & Take Down Rate	Daily	Y		250.00	NEW		
Non-Profit/Charitable Group (<i>25% reduction</i>)	Daily	Y	810.00	825.00	2%		
Community Events over 500+ attendance	Daily	Y	300.00	300.00	0%		
Non-Profit/Charitable Groups (<i>25% reduction</i>)	Daily	Y	225.00	225.00	0%		
Community Events - under 500 in attendance	Daily	Y	105.00	110.00	5%		
Non-Profit/Charitable Groups (<i>25% reduction</i>)	Daily	Y	78.75	82.50	5%		
Suncor Agora/Outdoor Stage	1/2 day (<i>under 4 hrs.</i>)	Y	420.00	420.00	0%		
	Full day (<i>over 4 - max. 8 hrs.</i>)	Y	840.00	840.00	0%		
Community Park - Major Use	Varies by user needs		variable		N/A		
Canatara Bandshell	Hourly (<i>min. 3 hrs. - max. daily rate of 6 hrs.</i>)		Y	37.00	39.00	5%	
No weekend bookings except for recognized Events							
No bookings to groups using offensive language							
Picnic Areas			Y				
Canatara Park	Per reserved section	Y	31.00	32.00	3%		
Cox Youth Centre		Y	31.00	32.00	3%		
Mike Weir/ Kenwick Parks	Equivalent to 2 sections	Y	61.00	62.00	2%		
Clearwater Community Centre Picnic Shelter		Y	30.00	32.00	7%		
Wildwood Park	North or South	Y	31.00	32.00	3%		
Hospitality Tent (Beer Tent)							
Clearwater Community Picnic Shelter		Y	240.00	240.00	0%		
Garden Plots - Germain							
20 ft. x 20 ft.	Annual	Y	40.00	42.00	5%		
Germain Park Wedding Arbour or (NEW) Germain Park Japanese Garden - Wedding							UPDATED
Non-Licensed Only	Hourly	Y	35.00	35.00	0%		

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
Seaway Kiwanis Wedding Pavilion							30-2-6635-06320
Unlicensed - Friday or Saturday	1/2 day (<i>under 4 hrs.</i>)	Y	560.00	565.00	1%		
	Full day (<i>over 4 - max. 8 hrs.</i>)	Y	1,120.00	1,125.00	0%		
Licensed - Friday or Saturday	1/2 day (<i>under 4 hrs.</i>)	Y	700.00	705.00	1%		
	Full day (<i>over 4 - max. 8 hrs.</i>)	Y	1,400.00	1,405.00	0%		
Unlicensed - Sunday to Thursday	1/2 day (<i>under 4 hrs.</i>)	Y	160.00	165.00	3%		
	Full day (<i>over 4 - max. 8 hrs.</i>)	Y	320.00	325.00	2%		
Licensed - Sunday to Thursday	1/2 day (<i>under 4 hrs.</i>)	Y	240.00	245.00	2%		
	Full day (<i>over 4 - max. 8 hrs.</i>)	Y	480.00	485.00	1%		
Non Profit or Charitable Group			-25%	-25%	0%		
Event Participant Fees - Kids Funfest, etc.							01-4-4602-00645
Event Vendor	Varies by vendor	Y	60.00	60.00	0%		
Food Concession		Y	70.00	80.00	14%		
Event Participant Fees - Canada Day							01-4-4610-00661
Parade Participant - Commercial		Y	50.00	50.00	0%		
Art/Craft Participant		Y	50.00	50.00	0%		
Art/Craft Vendor - Centennial Park		I		125.00	NEW		
Canatara Concession (tax is included for 2019 fee)		I	500.00	575.00	2%		
Centennial Concession (tax is included for 2019 fee)		I	500.00	575.00	2%		

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
COMMUNITY CENTRES (<i>refundable deposits may apply</i>)							
Newton Centre	1/2 day (<i>under 4 hrs.</i>)			64.00	68.00	6%	01-4-4510-00903
	Full day (<i>over 4 - max. 8 hrs.</i>)			128.00	UPDATED		
	Hourly (<i>over 4 - max. 8 hrs.</i>)				17.00		
Cox Youth Hall (May to end of August only)	Hourly (<i>min. 3 hrs.</i>)		Y	16.00		N/A	
Clearwater Community Upper Hall							01-4-4708-00660
Unlicensed	Hourly		Y	30.00	35.00	17%	
Licensed	Hourly		Y	75.00	80.00	7%	
Clearwater Community Lower Hall							
Unlicensed	Hourly		Y	20.00	25.00	25%	
Licensed	Hourly		Y	50.00	55.00	10%	
Facility Users	Room at no charge			free	free		
Sarnia Arena Kiwanis Room							01-4-4705-00660
Unlicensed	Hourly		Y	30.00	35.00	17%	
Licensed	Hourly		Y	75.00	80.00	7%	
Strangway Centre							01-4-4950-00903
Room Rental - Games, Craft, Living, Reference, Conference, Café (<i>Unlicensed</i>)	Hourly		Y	20.00	20.00	0%	
Room Rental - Multi Purpose Room (<i>Unlicensed</i>)	Hourly		Y	40.00	45.00	13%	
Progressive Auto Sales Arena - Lower Hall							01-4-4710-00660
Lower Hall Room	Hourly		Y	20.00	25.00	25%	

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
PARKS & RECREATION PROGRAMS							
SPORTSFIELDS - BASEBALL & SOFTBALL DIAMONDS, SOCCER, FOOTBALL, & RUGBY FIELDS							
Class "A" Diamonds - Blackwell South and Errol Russell							
Class "B" Diamonds - Blackwell North, Clearwater 1 - 4, Germain 1 - 5, Tecumseh, Coronation; bases provided							
Class "C" Diamonds - Blackwell North; bases not provided							
Class "A" Fields - Norm Perry Main Field; Includes nets, and dressing rooms							
Class "B" Fields - Norm Perry Back, Germain 1 - 4, Blackwell, Agincourt, Lansdowne; Includes cutting/lining & nets							
Baseball/Softball Per Diamond Rates							01-4-4511-00625
Class "A" - Lighted Diamonds	Hourly	Y		44.00	NEW		
Class "A" - Non-Lighted	Hourly	Y		30.00	NEW		
Class "B" - Lighted Diamonds	Hourly	Y	41.00	41.00	0%		
Class "B" - Non-Lighted Diamonds	Hourly	Y	27.00	27.00	0%		
Class "C" - Non-Lighted Diamonds	Hourly	Y	22.00		N/A		
Sports Fields - Soccer/Rugby/Football							
Class "A" Pitch Non-lighted***	Hourly	Y	71.00	75.00	6%		
Class "A" Pitch lighted***	Hourly	Y	93.00	95.00	2%		
Class "B" Pitches***	Hourly	Y	28.00	28.00	0%		
Multi Use/Tennis Court & Pickleball Rental							
Hourly Rate (Germain, Kenwick, Cathcart, Linden)	Hourly, per court	Y	15.00	15.00	0%		
Blackwell Park - Pickle Ball Hub	Hourly, per court	Y		15.00	NEW		
Non-Profit/Charitable	Reduction in listed fee		-25%		N/A		
Council Approved Youth Groups - Subsidized Rate	Reduction in listed fee		-25%	-25%	0%		
SMAA BASEBALL, SMAA GIRLS FASTBALL, SARNIA MINOR BRAVES							01-4-4511-00627
SARNIA GIRLS SOCCER, SARNIA FC, SMAA FOOTBALL							
						UPDATED	

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
ARENAS - ICE RENTALS							
<u>OFF - SEASON ICE</u>		<u>April 1st to August 31</u>					
Non-Prime Time		Mon-Fri; 6 am-5 pm					
Prime Time		Mon-Fri; 5 pm-10 pm; Sat & Sun 6 am-12 am					
Night Time		Any Day; after 10 pm					
<u>REGULAR SEASON ICE</u>		<u>September 1st-March 31st</u>					
Non-Prime Time		Mon-Fri; 6 am to 5pm					
Prime Time		Mon-Fri; 5 pm-10 pm; Sat & Sun 7 am-10 pm					
Night Time		Any Day; after 10 pm					
Regular Season - Prime Time	Hourly	Y	231.44	238.38	3%	01-4-4705-00626	
Off Season - Prime Time	Hourly	Y	204.85	219.76	7%	01-4-4708-00626	
Regular Season - Non-Prime Time	Hourly	Y	77.25	79.75	3%	01-4-4710-00626	
Off Season - Non-Prime Time	Hourly	Y	115.72	131.86	14%		
Night Time	Hourly	Y	162.23	166.66	3%		
Summer Floor Rental - Sports	Hourly	Y	92.40	92.40	0%		
Council Approved Youth Groups - Subsidized Rate	Reduction in listed fee		-25%	-25%		01-4-4705-00627	
SARNIA HOCKEY ASSOCIATION, SMAA LACROSSE, SKATE SARNIA, LAMBTON AAA						01-4-4708-00627	
SARNIA GIRLS HOCKEY, SARNIA SLEDGE HOCKEY						01-4-4710-00627	
Public and Family Skate						01-4-4705-00628	
Children		N	free	free		01-4-4708-00628	
Adults		I	free	free			
Adults - Weekdays, Daytime		I	free	free			
ARENAS - EVENTS							
Sarnia Arena						01-4-4705-00629	
Winter - Floor Area Only	\$2,000-\$4,000/day	Y		variable	NEW		
Summer - Floor area only	Daily	Y	1,650.00	1,650.00	0%		
Clearwater Arena						01-4-4708-00629	
Summer - Floor area & spectator area	Daily	Y	1,650.00	1,650.00	0%		
Progressive Auto Sales Arena						01-4-4710-00629	
Facility Rental Fees (plus applicable event expenses, based on individual event requirements)	\$2,000-\$4,000/day	Y	variable	variable			

PARKS & RECREATION		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
OUTDOOR POOLS							
Aquatic Lessons							01-4-4716-00640
Semi-Private Lesson			Y/N	50.00	65.00	30%	
50 minute lesson			N	60.00	60.00	0%	
30 minute lesson			N	40.00	45.00	13%	
Public Swim &/or Spray Park Entry Fee - Per Session							01-4-4716-00630
Pool - Children			N	2.00	2.00	0%	
Pool - Adults			I	2.00	2.00	0%	
Private Bookings, Saturdays or Sundays							01-4-4716-00635
Private Pool or Splash Pad	Hourly		Y	95.00	95.00	0%	
STRANGWAY CENTRE/RECREATIONAL PROGRAMMING - MEMBERSHIP & ACTIVITIES							
Membership Fees							01-4-4950-00655
Annual			I	50.50	52.00	3%	
6 month - May to October			I	32.50	33.00	2%	
September to December	Reduced rate		I	22.50	23.00	2%	
Activity Fees							01-4-4950-47806
Non-member	Per visit		I	5.00	5.00	0%	
Member	Per time		I	2.00	2.25	13%	
Woodworking Shop - Non-member full day	Per use		I	10.00	11.00	10%	
Woodworking Shop - Non-member 1/2 day	Per use - AM or PM		I	5.00	6.00	20%	
Adult Programming Fees				variable	variable		
http://www.sarnia.ca/things-to-do/facilities/strangway-centre							
PROGRAMMING							
Summer Camps and Programs - Refer to Activity Guide				variable	variable		01-4-4601-00647
Park Summer Programs - Refer to Activity Guide				variable	variable		01-4-4601-00642
Recreational Activities Fees - Refer to Activity Guide				variable	variable		
http://www.sarnia.ca/things-to-do/recreation-programs/sarnia-community-activities-guide							
GENERAL PARKS & RECREATION COST RECOVERY							
Festival, Events & Tournaments - Facility/Park/Sports Field							01-4-4510-00930
Damage, facility cleaning, event requirements	Per field/event			variable	variable		
Commemorative Benches & Trees							01-4-5701-90005
Waterfront & Park - Signature Commemorative Bench	Per bench		N		2,000.00	NEW	
Howard Watson Nature Trail & Park - Commemorative Bench	Per bench		N		1,500.00	NEW	
Commemorative Tree	Per tree		N		300.00	NEW	01-4-5701-90059
Refunds Due to Cancellation	Administration fee		Y	12.00	12.00	0%	01-4-4500-00930

PLANNING	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
ZONING AND OFFICIAL PLAN APPLICATIONS						
Zoning By-Law Amendment	Regular	N	4,500.00	4,600.00	2%	01-4-5005-00700
	Recirculation	N	740.00	750.00	1%	
Official Plan Change Amendment		N	4,900.00	5,000.00	2%	
Official Plan/Zoning (<i>combined</i>) Amendment	<i>Amendments processed simultaneously</i>	N	5,100.00	5,200.00	2%	
Pre Application Consultation Fee		N	275.00	280.00	2%	
Site Plan Agreement	Less than \$50,000	N	1,200.00	1,225.00	2%	
	\$50,000 - \$500,000	N	2,375.00	2,450.00	3%	
	Over \$500,000	N	3,550.00	3,650.00	3%	
Site Plan Amendments	Less than \$50,000	N		615.00	NEW	
	\$50,000 - \$500,000	N		1,225.00	NEW	
	Over \$500,000	N		1,825.00	NEW	
Reactivation of an Inactive File Fee		N		500.00	NEW	
Supporting Peer Review of Report/Study	Deposit required per study, amount returned less costs incurred	N	2,000.00	2,000.00	0%	
Zoning Review for Building Permit		N	95.00	97.00	2%	
Review of MDS calculations for Building Permit		N	95.00	97.00	2%	
Site Plan Compliance Letter		N	107.00	110.00	3%	
Lot Release Certificate		N	40.00	41.00	2%	
Part Lot Control Exemption Application		N	455.00	465.00	2%	
Lifting of "H" Zone Symbol Application		N	305.00	310.00	2%	
Deeming By-law Application		N	250.00	255.00	2%	
Variance from Swimming Pool By-Law		N	250.00	255.00	2%	
Fence By-Law Amendment		N	250.00	255.00	2%	
Home Occupation Permits		N	80.00	82.00	2%	

PLANNING		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
COMPLIANCE CERTIFICATES							
Low Density Residential Zoning Use & Building <i>(3 or less units)</i>	10 business days or less	N	105.00	107.00	2%	01-4-5005-00701	
	5 business days or less	N	155.00	158.00	2%		
	1 business day <i>(when available)</i>	N	255.00	260.00	2%		
High Density Residential & Non-Residential Zoning Use & Building <i>(4 or more units)</i>	10 business days or less	N	155.00	158.00	2%		
	5 business days or less	N	260.00	265.00	2%		
	1 business day <i>(when available)</i>	N	520.00	530.00	2%		
SUBDIVISION/CONDOMINIUM REVIEW							
Application for Subdivision <i>(10 or more units)</i>		N	7,650.00	7,750.00	1%	01-4-5005-00704	
Application for Subdivision <i>(5-9 units)</i>		N		6,625.00	NEW		
Application for Condominium - Conversion		N	2,750.00	2,800.00	2%		
Application for Condominium		N	6,100.00	7,750.00	27%		
Amendment to Draft Plan of Subdivision or Condominium		N		2,750.00	NEW		
Extension of Draft Plan Approval		N		350.00	NEW		
MISCELLANEOUS ITEMS							
Official Plan	Per plan	Y	37.50	37.50	0%	01-4-5005-00720	
Zoning By-law	Per by-law	Y	37.50	38.00	1%		
Research Fee	Per hour	N	105.00	110.00	5%		
Planning Requests <i>(Appraisal info, easements, environmental audits, environmental assessments, etc.)</i>		N	105.00	110.00	5%		
Heritage Inventory		Y	20.00	38.00	90%		
City Map (large)		Y	10.25	10.50	2%		
Prints <i>(Xerox copies)</i> 24" x 36"		Y	10.25	10.50	2%		
Prints <i>(Xerox copies)</i> 30" x 42"		Y	10.25	10.50	2%		
Prints <i>(Xerox copies)</i> 36" x 48"		Y	10.25	10.50	2%		
Zoning & Permitted Use Letter		N	50.00	51.00	2%		
Printing Aerial Maps	Per map	Y	75.00	76.00	1%		
Public Notification - Communication Tower Protocol		N	450.00	500.00	11%		
Facilitation Fee for Public Community Meeting		Y	190.00	195.00	3%		
Façade Loan Application Fee		N	100.00	102.00	2%		
Application for Heritage Property Tax Rebate		N	100.00	102.00	2%		
Application for Heritage Status Repeal		N	1,000.00	1,000.00	0%		

PLANNING		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
COMMITTEE OF ADJUSTMENT VARIANCE APPLICATIONS							
	Variance from Zoning By-Law		N	535.00	540.00	1%	01-4-5010-00702
	Variance from Sign By-Law		N	250.00	255.00	2%	
COMMITTEE OF ADJUSTMENT CONSENT APPLICATIONS							
	Lot Consent	Per created lot	N	1,325.00	1,350.00	2%	01-4-5010-00703
	Easement and R.O.W. Consent		N	550.00	555.00	1%	
	Tabling Re-Notification Fee		N	140.00	142.50	2%	
	Validation of Title		N		555.00	NEW	
	Change of Conditions Request		N		555.00	NEW	
	Completion of Final Consent	5 business days or less 1 business day <i>(when available)</i>	N		160.00	NEW	
			N		260.00	NEW	

BUILDING	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
BUILDING PERMITS						
Application Fee	Basic fee	N	97.00	97.00	0%	01-4-5020-00710
Single Family	Per sq m	N	9.95	10.00	1%	
Semi-detached & Duplex	Per sq m	N	10.46	10.50	0%	
Row/Cluster Housing	Per sq m	N	10.46	10.50	0%	
Apartments	Per sq m	N	16.68	17.00	2%	
Institutional (<i>School, Churches, Hospitals</i>)	Per sq m	N	18.77	19.00	1%	
Commercial Full (<i>retail, business and personal services</i>)	Per sq m	N	16.68	17.00	2%	
Commercial Partial (<i>shell permits</i>)	Per sq m	N	9.95	10.00	1%	
Commercial Partial (<i>leasehold improvements</i>)	Per sq m	N	9.95	10.00	1%	
Industrial (<i>warehouse, manufacturing, storage</i>)	Per sq m	N	9.95	10.00	1%	
Agricultural buildings on agricultural land	Per sq m	N	3.67	3.75	2%	
All other types of buildings or additions to residences	Per sq m	N	9.95	10.00	1%	
Accessory residential structures up to 700sq ft. (<i>65m2</i>)	Flat fee	N	245.00	245.00	0%	
Structures/buildings - gross area cannot be calculated (<i>ie., towers, retaining walls</i>)	Per \$1,000 construction cost	N	8.67	8.75	1%	
Pool Permit	Flat fee	N	150.00	150.00	0%	
Tents >600 sq m cost varies on intended use (<i>Ag, Ind, Com</i>)	Per sq m	N	variable	variable		
Tents >225 sq m <600 sq m	Flat fee	N	78.50	79.00	1%	
Signs requiring building permits under 3.15 of the OBC	Flat fee	N	210.00	215.00	2%	
CONSTRUCTION WATER: % of Building Permit Fee	(<i>Public Works Schedule</i>)	N				
DEMOLITION PERMITS						
Basic Fee	Flat fee	N	210.00	215.00	2%	01-4-5020-00710
For buildings 600 sq. meters or larger	Flat fee	N	600.00	650.00	8%	
For residential garage	Flat fee	N	77.00	77.00	0%	

BUILDING	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
ADMINISTRATIVE FEES						
Inquiry Requiring Research	Per hour	Y	97.00	97.50	1%	01-4-5020-00930
Liquor Licensing Board of Ontario	Flat fee	Y	290.00	300.00	3%	
Photocopies (5 or more)	Per page	Y	0.50	0.50	0%	
Building Plan Prints 24" x 36"	Per copy	Y	10.25	10.50	2%	
Building Plan Prints 30" x 42"	Per copy	Y	10.25	10.50	2%	
Building Plan Prints 36" x 48"	Per copy	Y	10.25	10.50	2%	
Building Plan Scans	Per scan	Y	5.10	5.20	2%	
Place Scans on CD/ USB drive	Per CD/USB	Y	10.20	10.25	0%	
Commencing Work Prior to Permit	% of equivalent permit fee	N	100%	100%	0%	
Builders Bond	Deposit required, amount returned less costs incurred	N	3,500.00	3,500.00	0%	
Permit Reactivation Fee	Flat fee	N	255.00	260.00	2%	
Inspection Fee	Flat fee	Y	105.00	107.50	2%	
Conditional Permit Agreement	Flat fee	N	5,000.00	5,000.00	0%	
MISCELLANEOUS ITEMS						
Pre Application Consultation Fee		Y	250.00	250.00	0%	01-4-5005-00720

HARBOUR	Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
BERTHAGE RATES - PER METRE PER DAY						
Sidney Smith Wharf	Dockside	Y	1.50	1.55	3%	01-4-2065-00911
	2nd or 3rd vessel out	Y	1.00	1.05	5%	01-4-2065-00912
Government Dock	Dockside	Y	1.75	1.80	3%	01-4-2066-00912
	2nd or 3rd vessel out	Y	1.00	1.05	5%	
East Dock	Dockside (<i>small vessels</i>)	Y	1.25	1.30	4%	
North Slip	Dockside	Y	1.50	1.55	3%	
	2nd or 3rd vessel out	Y	1.00	1.05	5%	
STORAGE FEE						
Dock areas and lay-down areas	Per m ² per day	Y	1.00	1.05	5%	01-4-2066-00930
HARBOUR USAGE FEE						
Vessel with working cargo, more than 24 hours	Per entry	Y	1,325.00	1,325.00	0%	01-4-2066-00914
Vessel, less than 24 hours	Per entry	Y	375.00	375.00	0%	01-4-2065-00914
<i>Special rates may apply to small vessels</i>	<i>Contact Harbour Master</i>	Y				
CONTRACTOR LICENSE FEE						
General Contractors (<i>ie. Algoma Central Corporation, Canada Steamship Lines, Lower Lakes Towing Ltd.</i>)	Yearly	Y	7,000.00	7,000.00	0%	01-4-2066-00901
Licenced Contractors, Includes Subcontractors	Monthly	Y	1,000.00	1,000.00	0%	
	Weekly	Y	500.00	500.00	0%	
Other Individual Contractors	Yearly	Y	1,000.00	1,000.00	0%	
	Weekly	Y	250.00	250.00	0%	
OTHER FEES						
Electricity supplied to vessels and contractors	Cost recovery + mark-up	Y	25%	25%	0%	01-4-2066-00936
Wharfage rate to be determined based on commodity		Y				01-4-2066-00915

BY-LAW ENFORCEMENT		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
DOG LICENCES							
Female or Male, Unaltered	Up to Mar 31	N	82.00	82.50	1%	01-4-5035-00320	
	After Mar 31	N	110.00	111.00	1%		
	New Dog, Jul 1 - Dec 31	N	62.00		N/A		
Female or Male, Altered	Up to Mar 31	N	36.00	36.25	1%		
	After Mar 31	N	62.00	62.50	1%		
	New Dog, Jul 1 - Dec 31	N	32.00		N/A		
Waiver of Muzzle Order		N	400.00	410.00	2%		
Dangerous Dog	Up to Mar 31	N	375.00	380.00	1%		
	After Mar 31	N	420.00	425.00	1%		
	Appeal	N	400.00	410.00	2%		
Waiver of Two-Dog Limit	One time fee	N	420.00	425.00	1%		
	Appeal	N	400.00	410.00	2%		
Dog Kennel and Cattery	New	N	450.00	460.00	2%		
	Renewal	N	150.00	150.00	0%		
ANIMAL CONTROL							
Trap Deposit	Deposit	N	25.00	30.00	20%	<i>deposit account</i>	
POUND FEES (Sarnia District Humane Society)							
Pound Fee	Flat fee	N	35.00	35.00	0%		
Over Night Kennel Charge	Daily	N	20.00	20.00	0%		
PROPERTY STANDARDS - SIGNAGE							
Site review for multiple portable sign locations - 1 property	Flat fee	N	360.00	365.00	1%	01-4-5035-00711	
Site review for an individual portable sign location	Flat fee	N	153.75	155.00	1%		
Signs not requiring building permits (including animated sign, billboard sign, fascia sign, directional or temporary sign, marquees, awnings, or signs overhanging public property)	Flat fee	N	175.00	177.50	1%		
PROPERTY STANDARDS - SUBSEQUENT INSPECTION							
Inspection subsequent to Initial Inspection	Per visit	N	105.00	110.00	5%	01-4-5035-00715	
ADMINISTRATION & OTHER PARKING FEES							
Removal of property (<i>signs</i>)	Flat fee	Y	30.00	30.50	2%	01-4-5035-00900	
Parking enforcement	One time	Y	125.00	125.00	0%		
Towing	Per visit	Y	30.00	30.50	2%		

BY-LAW ENFORCEMENT		Detail	HST	Approved Fees 2018	Proposed Fees 2019	% Increase	Acct #
DAILY PARKING FEES - MUNICIPAL LOTS							
Residential Overnight Parking Pass in Parking Lots	Monthly, per space	Y	62.00	62.50	1%	01-4-5035-00858	
Pay-and-Display	Hourly	Y	1.00	1.00	0%		
Overnight Parking Pass - Winter (<i>weather permitting</i>)	Daily, per space	Y	10.00	10.25	2%		
DAILY PARKING FEES - ON STREET							
Overnight Parking Exemption (<i>extenuating circumstances: flood, driveway pour, fire</i>)	Weekly	Y	10.00	10.25	2%	01-4-5035-00858	
Overnight Parking Pass - Winter (<i>weather permitting</i>)	Daily, per space	Y	10.00	10.25	2%		
On-street Daytime Parking - (<i>8am - 6pm</i>) in 2 hour limit zone	Daily, per space	Y	10.00	10.25	2%		
PARKING FEES - MUNICIPAL LOTS							
CNR, Mitton Street						01-4-5035-00858	
Monthly Pass		Y	43.00	44.00	2%		
Six Month Pass		Y	218.00	220.00	1%		
Twelve Month Pass		Y	430.00	435.00	1%		
Victoria Street							
Monthly Pass		Y	43.00	22.00	-49%		
Six Month Pass		Y	218.00	110.00	-50%		
Twelve Month Pass		Y	430.00	215.00	-50%		
Julia Street, Vendome, Charlotte Street, Parkway, Lochiel Street, Front Street							
Monthly Pass		Y	49.00	50.00	2%		
Six Month Pass		Y	252.00	257.50	2%		
Twelve Month Pass		Y	492.00	500.00	2%		
OTHER PARKING LOT RENTALS AND SERVICES - MUNICIPAL LOTS							
Application for Parking Lot Rental	Per application	Y	254.00	254.00	0%	01-4-5035-00858	
Parking Lot Rental - Events	Daily	Y	510.00	520.00	2%		
Parking Lot Rental - Damage Deposit (<i>refundable</i>)	Per event	N	2,000.00	2,000.00	0%		<i>deposit acct</i>
Electric Vehicle Charging Station - <i>Charlotte Street Lot</i>	Per connection	I	1.50	1.00	-33%	01-4-5035-00900	
Power Consumed	Per minute	I	1.5 cents	1.5 cents	0%		
Idle Fee (<i>after a full charge is delivered</i>)	Per minute	I	3.0 cents	3.0 cents	0%		
Commercial Merchant Loading Zone Pass	One time fee	Y		5.00	NEW	01-4-5035-00858	