

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2045-2017

Being a by-law to establish the Corporation of the Township of Blandford-Blenheim Fees and Charges.

WHEREAS, Section 391(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a municipality may pass by-laws imposing fees or charges for services or activities provided, for costs payable by it for services or activities provided or done by or on behalf of the municipality for the use of its property including property under its control;

AND WHEREAS, the Planning Act, R.S.O. 1990, c.P.13, as amended, and the Building Code Act, S.O. 1992, c.23, as amended, and various other statutes provided municipalities with authority to impose various fees and charges;

AND WHEREAS, notice was given of Council's intent to consider changes to the Township of Blandford-Blenheim Fees and Charges By-Law on the Township's website in accordance with Township of Blandford-Blenheim Notice By-Law 1668-2011.

NOW THEREFORE the Council of the Corporation of the Township of Blandford-Blenheim hereby enacts as follows:

1. That all fees and charges by-laws previously established by Council of the Township of Blandford-Blenheim are hereby repealed.
2. That the fees and charges as set out in Schedules "A" through "J" attached hereto and forming part of this By-law are hereby established and adopted by the Council of the Township of Blandford-Blenheim.
3. That no request by any person for any information, service, activity or use of County property described in Schedules "A" through "J" will be processed or provided by any Township Official, unless and until the person requesting the information, service, activity or use of the Township property has paid the applicable fee or charge in the prescribed amount as set out in Schedules "A" through "J" to the Township or payment arrangements have been made with a Township Official;
4. That unless otherwise prescribed, the fees and charges established by this By-Law shall be payable to The Township of Blandford-Blenheim by cash, money order, certified cheque, cheque or debit card when due.
5. That fees and charges that have been imposed in accordance with this By-Law that remain unpaid after the date on which they are due shall be subject to prescribed interest and penalty charges of one and one quarter percent per month (1.25%), non compounded or fifteen percent (15%) per annum.

6. That in the event another by-law of the Township of Blandford-Blenheim establishes a fee or charge that is not referenced by this By-Law and that is not inconsistent with this By-Law, the fee or charge established by that other by-law shall be deemed to be included in Schedules "A" through "J" attached hereto;
7. That any provision of any by-law that is inconsistent with this By-Law be hereby repealed;
8. That the effective date of this By-Law shall be January 1, 2018.

By-law **READ** a **FIRST** and **SECOND** time this 20th day of December, 2017.

By-Law **READ** a **THIRD** time and **ENACTED** in Open Council this 20th day of December, 2017.

Marion Wearn, Mayor

Rodger Mordue, CAO/Clerk

Administrative Services - Clerk
Fees and Charges (excluding HST)

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Sale of Photocopies - black & white (letter or legal size only)	1 - 2 sheets	\$0.00	\$0.00	\$0.00	0.0%
	3 - 5 sheets	\$0.50	\$0.50	\$0.50	0.0%
	6 sheets and up (per sheet)	\$0.10	\$0.10	\$0.10	0.0%
	Municipal Records	\$0.25	\$0.25	\$0.25	0.0%
Black & White copies - 11 x 17	per sheet			\$0.20	0.0%
Colour photocopies (letter or legal size only)	per sheet			\$0.40	0.0%
Colour photocopies (11x17)	per sheet			\$0.75	0.0%
					0.0%
Faxing	First sheet	\$2.00	\$2.00	\$2.00	0.0%
	Each additional sheet	\$1.00	\$1.00	\$1.00	0.0%
Request under the Freedom of Information Act (HST Exempt)	Each	\$5.00	\$5.00	\$5.00	0.0%
	staff time - first 30 minutes of investigation	\$0.00	\$0.00	\$0.00	0.0%
	staff time per 15 min. interval beyond 30 minutes	\$7.50	\$7.50	\$7.50	0.0%
(Where the estimate under section 45 (3) of the Municipal provide a deposit of 50% of the estimate prior to the application proceeding)					
Meeting Investigation Fee (HST Exempt)	Each	\$25.00	\$25.00	\$25.00	0.0%
Cutting of Noxious Weeds	Minimum flat fee, plus actual cutting costs				
Lottery License Fee: Raffles, Bingos & Nevada Tickets (HST Exempt)	%	3%	3%	3%	0.0%
Auctioneer License (HST Exempt)	Each	\$25.00	\$25.00	\$25.00	0.0%

CLERK

Administrative Services - Clerk
Fees and Charges (excluding HST)

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Marriage License (HST Exempt)	Each	\$100.00	\$100.00	\$110.00	10.0%
Civil Marriage Ceremony:					
on site at municipal office during regular office hours	Each	\$250.00	\$250.00	\$250.00	0.0%
booking deposit		\$100.00	\$100.00	\$100.00	0.0%
administration fee if booking is cancelled		\$50.00	\$50.00	\$50.00	0.0%
Township provided witness				\$50.00	
Special Events Permit (HST Exempt)	Each	\$50.00	\$50.00	\$50.00	0.0%
Burial Certificate (HST Exempt)	Each	\$10.00	\$10.00	\$10.00	0.0%
Encroachment Agreements (HST Exempt)	Each	\$75.00	\$75.00	\$75.00	0.0%
Section 65 of Drainage Act assessment apportionment.					
Staff time per 15 minute interval	Each	8.50	8.50	9.00	5.9%
Tile Drainage Loan Inspections	Each			150.00	
Site Alteration Application for area less than 2 ha	Each	250.00	250.00	250.00	0.0%
Site Alteration Application for area equal to 2 ha	Each	550.00	550.00	550.00	0.0%
Site Alteration Application for each ha beyond 2 ha	Each	25.00	25.00	25.00	0.0%
First conviction in contravention of Site Alteration By-law (person)		10,000.00	10,000.00	10,000.00	0.0%
Subsequent conviction in contravention of Site Alteration By-law (person)		25,000.00	25,000.00	25,000.00	0.0%
first conviction in contravention of Site Alteration By-law (corporation)		50,000.00	50,000.00	50,000.00	0.0%
subsequent conviction in contravention of Site Alteration By-law (corporation)		100,000.00	100,000.00	100,000.00	0.0%
Dog Tags (HST Exempt)	Each	\$15.00	\$15.00	\$20.00	33.3%
- Renewal - if paid by March 31st	Each			\$15.00	
- Initial Dog Tag (after July 1st)	Each			\$10.00	

Administrative Services - Clerk
Fees and Charges (excluding HST)

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
- Kennel Licence	Each	\$35.00	\$35.00	\$40.00	14.3%
- Replacement Dog Tag	Each	\$3.00	\$3.00	\$3.00	0.0%
Black Composters (HST Exempt)	Each	\$10.00	\$10.00	\$10.00	0.0%
Green Cone Composters	Each		\$40.00	\$40.00	0.0%
Blue Box - Large - 80L	Each	\$5.50	\$5.50	\$5.50	0.0%
Blue Box - Lid	Each	\$1.50	\$1.50	\$1.50	0.0%
Bag Tags	Each	\$2.00	\$2.00	\$2.00	0.0%
<i>- as set by County of Oxford / HST Exempt</i>					
Criminal Record Check / Vulnerable Sector Check (for employment, student placements, children's aid or any other reason than volunteer)	Each	\$ 25.00	\$ 25.00	\$ 25.00	0.0%
Criminal Record Check / Vulnerable Sector Check (for volunteering)	Each	No charge	No charge	No charge	
Fence Viewing application fee				\$ 100.00	

**Administrative Services - Tax
Fees and Charges (HST Exempt)**

Description	Unit	2016 AMOUNT	2017 AMOUNT	2018 AMOUNT	% INCREASE
Tax Certificate	Each	\$45.00	\$45.00	\$50.00	11.1%
NSF charge for processing returned cheques	Each	\$30.00	\$30.00	\$30.00	0.0%
Loan Agreement Administration Fee (Debenture Administration)	Each				
Payment of Tile Drainage Loans Before Expiry Date	Each	\$50.00	\$50.00	\$50.00	0.0%
Tax Sale Registration Process	Each			Actual Cost + \$100 Admin Fee	
Reprint of Prior Year Tax Bills	Each	\$10.00	\$10.00	\$10.00	0.0%
Commission of Oaths or Certified True Copy (resident)	Each	\$10.00	\$10.00	\$10.00	0.0%
Commission of Oaths or Certified True Copy (non-resident)	Each	\$10.00	\$10.00	\$15.00	50.0%
Registered Mail Fee <i>- as set by Canada Post / Includes HST</i>	Each	\$12.00	\$12.00	\$12.00	0.0%
Tax Confirmation Letters	Each	\$0.00	\$0.00	\$15.00	100.0%
Payment Redistribution Fee	Each	\$0.00	\$0.00	\$10.00	100.0%
Refund Administration Fee (Client error/overpayment)	Each	\$0.00	\$0.00	\$25.00	100.00%

TAX

					Schedule C
Administrative Services - Development Charges					
Fees and Charges (HST Exempt)					
Description	Unit	Effective April 1, 2016	Effective April 1, 2017	Effective April 1, 2018	% INCREASE
Development Charges					
<u>Residential</u>					
Single, Semi-detached	each	\$ 5,088.35	\$ 5,276.62		-100.0%
Other Multiples	each	\$ 3,635.42	\$ 3,769.93		-100.0%
Apartments - 2 Bedrooms or Larger	each	\$ 2,643.66	\$ 2,741.48		-100.0%
Apartments - Bachelor or 1 Bedroom	each	\$ 1,982.49	\$ 2,055.84		-100.0%

DEVELOPMENT CHARGES

						Schedule D
Cemetery						
Fees and Charges (excluding HST)						
Description	Unit	2016 Amount	02/17/2016 Amount	2017 Amount	2018 Amount	% INCREASE
Purchase of Interment Rights and care and maintenance						
Interment Rights	each	\$330.00	\$720.00	\$720.00	\$720.00	0.0%
Care and Maintenance	each	\$250.00	\$480.00	\$480.00	\$480.00	0.0%
Interment Rights (additional adjoining grave) *NEW	each		\$600.00	\$600.00	\$600.00	0.0%
Care & Maintenance (additional adjoining grave) *NEW	each		\$400.00	\$400.00	\$400.00	0.0%
Interment Rights (additional non-adjoining grave) *NEW	each		\$720.00	\$720.00	\$720.00	0.0%
Care & Maintenance (additional non-adjoining grave) *NEW	each		\$480.00	\$480.00	\$480.00	0.0%
Cremation lots	each	\$99.00	\$250.00	\$250.00	\$250.00	0.0%
Care and Maintenance	each	\$150.00	\$250.00	\$250.00	\$250.00	0.0%
Interment						
Adult - standard	each	\$550.00	\$650.00	\$650.00	\$650.00	0.0%
Child	each	\$275.00	\$325.00	\$325.00	\$325.00	0.0%
Infant	each	\$275.00	\$325.00	\$325.00	\$325.00	0.0%
Cremated Remains	each	\$275.00	\$325.00	\$325.00	\$325.00	0.0%
Disinterment / Exhumation						
Adult - standard	each	\$550.00	\$2,000.00	\$2,000.00	\$2,000.00	0.0%
Cremated Remains *NEW	each		\$500.00	\$500.00	\$500.00	0.0%
Columbaria Fees						
Bottom Row	each	\$935.00	\$935.00	\$935.00	\$935.00	0.0%
Bottom Row- Care and Maintenance	each	\$165.00	\$165.00	\$165.00	\$165.00	0.0%
Second Row	each	\$1,020.00	\$1,020.00	\$1,020.00	\$1,020.00	0.0%
Second Row- Care and Maintenance	each	\$180.00	\$180.00	\$180.00	\$180.00	0.0%
Third Row	each	\$1,105.00	\$1,105.00	\$1,105.00	\$1,105.00	0.0%
Third Row- Care and Maintenance	each	\$195.00	\$195.00	\$195.00	\$195.00	0.0%
Top Row	each	\$1,232.50	\$1,232.50	\$1,232.50	\$1,232.50	0.0%
Top Row- Care and Maintenance	each	\$217.50	\$217.50	\$217.50	\$217.50	0.0%
Extra Charges						
Monument Care Fund - Flat marker (smaller than 1,116.13 sq cm / 173 sq in.)	each	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
Monument Care Fund - Flat marker (1,116.23 sq cm / 173 sq in. or larger)	each	\$50.00	\$50.00	\$50.00	\$50.00	0.0%
Monument Care Fund - Upright marker (1.49 sq m / 16 sq ft or smaller, including the base)	each	\$100.00	\$100.00	\$100.00	\$100.00	0.0%
Monument Care Fund - Upright marker (larger than 1.49 sq m / 16 sq ft. including the base)	each	\$200.00	\$200.00	\$200.00	\$200.00	0.0%

						Schedule D
Cemetery						
Fees and Charges (excluding HST)						
Description	Unit	2016 Amount	02/17/2016 Amount	2017 Amount	2018 Amount	% INCREASE
Sundays & Municipal Holiday Interments	each	\$300.00	\$300.00	\$300.00	\$300.00	0.0%
Foundation layout fee	each	\$60.00	\$60.00	\$60.00	\$60.00	0.0%
Snow Removal	each	\$60.00	\$60.00	*	*	
Winter Burial - Full Interment (December 1st to March 31)	each	\$700.00	\$800.00	*	*	
Winter Burial - Cremated Remains (December 1st to March 31)	each	\$100.00	\$100.00	*	*	
Park Benches	each	\$1,000.00	\$1,000.00	\$1,400.00	\$1,400.00	0.0%
Engraving of Niche Plate	each	\$285.00	\$350.00	\$350.00	\$350.00	0.0%
Transfer Fee						
Transfer Fee (Certificate picked-up at Township Office)	each	\$10.00	\$50.00	\$50.00	\$50.00	0.0%
Registered Mail Fee						
	each	\$12.00	\$12.00	\$12.00	\$12.00	0.0%
* Actual fees incurred by the Township in relation to the specific incident/request + 15%						

					Schedule E
Community Services - Indoor Facilities					
May 1st to April 30th					
Fees and Charges (including HST)					
Description	Unit	Effective May 1, 2016	Effective May 1, 2017	Effective May 1, 2018	% Increase
Arena					
**Prime Time - Minor Groups	per hour	\$125.00	\$130.00	\$135.00	3.8%
**Prime Time - All Others	per hour	\$175.00	\$180.00	\$185.00	2.8%
Non-Prime Time - Minor Groups	per hour	\$65.00	\$70.00	\$75.00	7.1%
Non-Prime Time - All Others	per hour	\$90.00	\$100.00	\$105.00	5.0%
Arena Floor Rental (Dances, Trade Shows)	per hour	\$155.00	\$160.00	\$165.00	3.1%
Arena Floor Rental (Dances, Trade Shows)	full day	\$620.00	\$625.00	\$650.00	4.0%
Arena Floor Rental (Recreation, Sports)	per hour	\$40.00	\$45.00	\$48.00	6.7%
**Prime Time ice rentals are M-F 5-10 p.m. and weekends 8 a.m. - 10 p.m.					
Recreational Program					
Public Skating - Adult	per person	no charge	no charge	no charge	
Public Skating - Child Elementary School Age	per person	no charge	no charge	no charge	
Public Skating - Pre-School	per person	no charge	no charge	no charge	
Parents & Tots	per person	no charge	no charge	no charge	
Sponsored Public Skating	per hour	\$90.00	\$100.00	\$100.00	0.0%
School Skating Program	per hour	\$40.00	\$40.00	\$45.00	12.5%
Ticket Ice (minimum with 1 to 4 skaters)	per hour	\$45.00	\$45.00	\$45.00	0.0%
Ticket Ice (exceeding 4 skaters)	per skater	\$10.00	\$10.00	\$10.00	0.0%
Shinny Hockey (adult)	per skater/hour	\$10.00	\$10.00	\$10.00	0.0%
Shinny Hockey (child - under age 18)	per skater/hour	\$5.00	\$5.00	\$5.00	0.0%
Birthday Specials:					
1 hour of ice time (based on availability) and 1 hour in Room A	per event	\$65.00	\$70.00	\$75.00	7.1%
1 hour of ice time (based on availability) and 1 hour in Hall	per event	\$90.00	\$100.00	\$105.00	5.0%
Advertising					
Ice Logo (sponsor must supply logo at their cost)		\$500.00	\$500.00	\$500.00	0.0%
Arena Board Advertising (sponsor must supply logo at their cost)		\$500.00	\$500.00	\$500.00	0.0%
Wall Advertising (sponsor must supply logo at their cost)		\$300.00	\$300.00	\$300.00	0.0%

					Schedule E
Community Services - Indoor Facilities					
May 1st to April 30th					
Fees and Charges (including HST)					
Description	Unit	Effective May 1, 2016	Effective May 1, 2017	Effective May 1, 2018	% Increase
Community Centre Halls					
Plattsville Community Hall	per hour	\$50.00	\$55.00	\$60.00	9.1%
Plattsville Community Hall	daily	\$200.00	\$210.00	\$220.00	4.8%
Plattsville Community Hall (Together with Ice Event)	daily	\$100.00	\$110.00	\$120.00	9.1%
Plattsville Community Hall (Buck & Doe)	daily	\$500.00	\$520.00	\$530.00	1.9%
Decorating Set-up (for daily events only - prior to day of decorating set-up of event based on availability)	per event	\$100.00	\$110.00	\$120.00	9.1%
Plattsville Community Hall - Room A	per hour	\$25.00	\$30.00	\$35.00	16.7%
Plattsville Community Hall - Room A	daily	\$100.00	\$110.00	\$120.00	9.1%
Plattsville Community Hall - Room B	per hour	\$25.00	\$30.00	\$35.00	16.7%
Plattsville Community Hall - Room B	daily	\$100.00	\$110.00	\$120.00	9.1%
Princeton Centennial Hall - Fireside Room	per hour	\$25.00	\$30.00	\$35.00	16.7%
Princeton Centennial Hall - Fireside Room	daily	\$100.00	\$110.00	\$120.00	9.1%
Princeton Centennial Hall - Main Hall	per hour	\$90.00	\$100.00	\$110.00	10.0%
Princeton Centennial Hall - Main Hall	daily	\$360.00	\$370.00	\$380.00	2.7%
Princeton Centennial Hall - Main Hall (Buck & Doe)	daily	\$500.00	\$520.00	\$530.00	1.9%
Decorating Set-up (for daily events only - prior to day of decorating set-up of event based on availability)	daily	\$180.00	\$190.00	\$200.00	5.3%
Kitchen Use	daily	\$75.00	\$80.00	\$85.00	6.3%

					Schedule F
Community Services - Outdoor Facilities & Parks					
May 1st to April 30th					
Fees and Charges (including HST)					
FIELD CLASSIFICATION					
Description	Unit	A	B	C	D
Ball Diamonds					
Adult	per game	\$20.00	\$20.00	\$17.00	n/a
Affiliated Minor	per game	\$14.00	\$14.00	\$12.00	\$12.00
Adult Tournament First Game/Diamond	per day	\$20.00	\$20.00	\$17.00	n/a
Adult Tournament Extra Game/Diamond	per game	\$17.00	\$17.00	\$15.00	n/a
Affiliated Minor Tournament First Game/Diamond	per day	\$14.00	\$14.00	\$12.00	\$12.00
Affiliated Minor Tournament Extra Game/Diamond	per game	\$11.00	\$11.00	\$11.00	\$11.00
Optional Tournament Grooming	per groom	\$22.00	\$22.00	\$22.00	\$22.00
Optional Use of Lights	per game	\$7.00	n/a	\$7.00	\$7.00
Ball Diamond Fence Advertising (sponsor must supply sign at their costs, size, location and content must be approved)	yearly				\$300.00
Description	Unit	Effective May 1, 2016	Effective May 1, 2017	Effective May 1, 2018	% Increase
Soccer Pitches - based upon 90 minute games					
Adult Permit	per game	\$12.00	\$12.00	\$13.00	8.3%
Adult Tournament	per day	\$72.00	\$72.00	\$75.00	4.2%
Affiliated Minor	per game	\$8.00	\$8.00	\$9.00	12.5%
Affiliated Minor Tournament	per day	\$48.00	\$48.00	\$50.00	4.2%
Park Permit Fees					
Pavillion Day Permit	per day	\$72.00	\$72.00	\$75.00	4.2%
Open Park Space Event Day Permit	per day	\$72.00	\$72.00	\$75.00	4.2%

Building Services					
Fees and Charges (HST Exempt)					
Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Sewer Connection	each	\$50.00	\$50.00	\$50.00	0.0%
Water Connection	each	\$50.00	\$50.00	\$50.00	0.0%
Plumbing Inspection Only - Basic	each	\$50.00	\$50.00	\$50.00	0.0%
Plumbing Inspection - Per Fixture	each	\$10.00	\$10.00	\$10.00	0.0%
Sign Installation	each	\$150.00	\$150.00	\$150.00	0.0%
Change of Use Permits	each	\$100.00	\$100.00	\$100.00	0.0%
Temporary Structure	each	\$100.00	\$100.00	\$100.00	0.0%
All Designated Structures	each	\$350.00	\$350.00	\$350.00	0.0%
Tents	each	No Charge	No Charge	No Charge	
Demolition Permit - Non Farm Structures	each	\$50.00	\$50.00	\$50.00	0.0%
New Residential Unit Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
New Residential Unit Building Permit - Square Foot Charge	sq. ft.	\$1.25	\$1.25	\$1.25	0.0%
Residential Addition Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Residential Addition Building Permit - Square Foot Charge	sq. ft.	\$1.25	\$1.25	\$1.25	0.0%
Residential Renovation Building Permit	each	\$150.00	\$150.00	\$150.00	0.0%
Carports / Garages Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Carports / Garages Building Permit - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Storage or Garden Sheds Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Storage or Garden Sheds Building Permit - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Storage or Garden Sheds (under 108 square ft.)	each	No Charge	No Charge	No Charge	
Decks/Porches - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Decks/Porches - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Uncovered Wood Decks/Porches Less Than 2'-0" Above Grade	each	No Charge	No Charge	No Charge	
Swimming Pools Note: Decks as per fee schedule	each	\$150.00	\$150.00	\$150.00	0.0%
Wood burning stoves, appliances, fireplaces & fireplace inserts	each	\$150.00	\$150.00	\$150.00	0.0%
New Animal & Poultry Housing Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
New Animal & Poultry Housing Building Permit - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Agricultural Addition Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%

Building Services**Fees and Charges (HST Exempt)**

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Agricultural Addition Building Permit - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Agricultural Renovations Building Permit	each	\$150.00	\$150.00	\$150.00	0.0%
Implement and Storage Shed Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Implement and Storage Shed Building Permit - Square Foot Charge	sq. ft.	\$0.20	\$0.20	\$0.20	0.0%
Liquid/Solid Manure Storage Structures Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Liquid/Solid Manure Storage Structure - Square Foot Charge	sq. ft.	\$0.10	\$0.10	\$0.10	0.0%
Horizontal Bunk Silos Building Permit - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Horizontal Bunk Silos Building Permit - Square Foot Charge	sq. ft.	\$0.10	\$0.10	\$0.10	0.0%
Vertical Silos, Grain Bins, Etc.	each	\$150.00	\$150.00	\$150.00	0.0%
New Commercial, Industrial & Institutional Buildings - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
New Commercial, Industrial & Institutional Buildings - Square Foot Charge	sq. ft.	\$1.25	\$1.25	\$1.25	0.0%
Addition to Commercial, Industrial, & Institutional Building - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Addition to Commercial, Industrial, & Institutional Building	sq. ft.	\$1.25	\$1.25	\$1.25	0.0%
Renovation to Commercial, Industrial, & Institutional Buildings	each	\$350.00	\$350.00	\$350.00	0.0%
Greenhouses - Basic	each	\$125.00	\$125.00	\$125.00	0.0%
Greenhouses - Square Foot Charge	sq. ft.	\$0.10	\$0.10	\$0.10	0.0%
Review of drawings after the permit has been issued due to changes made on site PRIOR to being approved by the CBO		\$250.00	\$250.00	\$250.00	0.0%
Photocopy of building permit plans and specifications	each	\$25.00	\$25.00	\$25.00	0.0%
DEPOSITS:					
Engineering Letter	each	\$500.00	\$500.00	\$500.00	0.0%
Lot Grading	each	\$1,500.00	\$1,500.00	\$1,500.00	0.0%
Hard Surfacing of Driveway	each	\$1,000.00	\$1,000.00	\$1,000.00	0.0%
* No change in building fees at this time, may change as of April 1, 2018, when Development Charges also change.					

Protective Services

Fees and Charges (excluding HST)

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Fire Inspection					
Fire Inspection	per hour	\$75.00	\$80.00	\$85.00	6.3%
Fire Inspection Admin Fee	each	\$50.00	\$55.00	\$55.00	0.0%
Liquor Licenses and Occupancy Loads					
Fire Inspection	per hour	\$75.00	\$80.00	\$85.00	6.3%
Fire Inspection Admin Fee	each	\$50.00	\$55.00	\$55.00	0.0%
Fire Chief's Letters to Lawyers or Insurance Company	each	\$75.00	\$80.00	\$85.00	6.3%
Fire Department Compliance Letter	each		\$60.00	\$85.00	41.7%
By-Law Compliance Letter	each		\$15.00	\$85.00	466.7%
Copies of Fire Reports	each	\$50.00	\$55.00	\$55.00	0.0%
Response to Motor Vehicle Accidents and Vehicle Fires (HST Exempt)					
(Chargeable to the registered owner of the vehicle)					
Non-Resident					
Minimum Charge up to 1st hour per Fire Apparatus	each *	\$450.00	\$459.45	\$465.42	1.3%
Resident					
No Charge					
Motor Vehicle Accident Response-Provincial Highway (HST Exempt)					
(Chargeable to Ministry of Transportation for all provincial highway accident responses)					
Minimum Charge up to 1st hour per Fire Apparatus	each *	\$450.00	\$459.45	\$465.42	1.3%

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Fire Response -Indemnification Technology					
Current MTO rates, plus personnel /hour rates ,and any cost incurred by the Municipality					
Minimum Charge up to 1st hour per Fire Apparatus	each *	\$450.00	\$459.45	\$465.42	1.3%
Refilling SCBA air bottles					
	each	\$20.00	\$20.00	\$20.00	0.0%
Fire Response - Hazardous Materials Clean Up					
As outlined in the Environment Protection Act, RSO 1990				Actual Costs	
Fire Response - Natural Gas Leak,					
Caused directly by a person or company					
Minimum Charge up to 1st hour per Fire Apparatus	each *			\$ 465.42	
Burn Permit					
				no charge	
Fire Response - Open Air Burning					
Illegal or Unauthorized Fire					
1st Offense				no charge	
2nd or Additional Offences	each *			\$ 465.42	
Minimum Charge up to 1st hour per Fire Apparatus					
Fire Response - Preventable Fire Alarm Panel Alarms					
1st Offense					
2nd or Additional Offences	each *			no charge	
Minimum Charge up to 1st hour per Fire Apparatus				\$ 465.42	
Fire Response - False Fire Alarm					
When work is performed on a fire alarm system and the owner/technician fails to notify Fire Department					
Minimum Charge up to 1st hour per Fire Apparatus	each *			\$ 465.42	

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Fire Response - Smoke/Co Alarms Fail to return loaner alarm to Fire Department (within one week)	each			\$ 50.00	
Fire Response - Fire Watch or Stand By As authorized by Fire Chief Minimum Charge up to 1st hour per Fire Apparatus	each *			100% of cost recovery \$ 465.42	
Review of Fire Works Display Application	each			\$ 125.00	
Review of Application for Pyrotechnics display Including a site inspection and review of Fire Safety Plan				\$ 200.00	
Review of Risk Safety Management Plan for Propane Storage As required by the Regulatory Amendments to O.Reg 211/01 of the TSS Act, 2000 for small facilities (less than 5000 USGW)				\$100.00 + actual cost of engineer / other firm (if necessary)	
Review of Risk Safety Management Plan for Propane Storage As required by the Regulatory Amendments to O.Reg 211/01 of the TSS Act, 2000 for medium and large facilities				\$250.00 + actual cost of engineer / other firm (if necessary)	
* As set by MTO					

					Schedule I
Building Services - Planning					
Fees and Charges (HST Exempt)					
Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Zoning By-law Amendment Application	each	\$500.00	\$500.00	\$500.00	0.0%
Minor Variance Application	each	\$400.00	\$400.00	\$400.00	0.0%
By-law/Fire Compliance Information	each	\$75.00	\$75.00	\$75.00	0.0%
Zoning Compliance Information	each	\$35.00	\$35.00	\$50.00	42.9%
Building Compliance Information	each	\$50.00	\$50.00	\$50.00	0.0%
Drainage Compliance Information	each	\$35.00	\$35.00	\$50.00	42.9%
Sign Minor Variance Application	each	\$300.00	\$300.00	\$300.00	0.0%
Site Plan Agreement Application	each	\$400.00	\$400.00	\$400.00	0.0%
Site Plan Agreement Amendment	each	\$400.00	\$400.00	\$400.00	0.0%
Environmental Site Assessment Letter	each	\$70.00	\$70.00	\$70.00	0.0%
Confirmation of uses permitted in zone letters	each	\$70.00	\$70.00	\$70.00	0.0%
Communication Tower Application	each	\$400.00	\$400.00	\$400.00	0.0%
In addition to the above applications fees the applicant shall pay all external costs incurred by the municipality in respect of the Planning Application					
DEPOSITS:					
Garden Suite Agreement	each	\$1,000.00	\$1,000.00	\$1,000.00	0.0%
Agreement to construct a new single family dwelling while current owners are living in the existing single family dwelling	each	\$5,000.00	\$5,000.00	\$5,000.00	0.0%
Site Plan Agreement (re: completion of site work per agreement)	each	\$2,000.00	\$2,000.00	\$2,000.00	0.0%
Sub-Division Agreement	each	As per agreement			
Bunkhouse Agreement	each	As per agreement			
Discretionary Agreement	each	As per agreement			

					Schedule J
Public Works - Roads					
Fees and Charges (excluding HST)					
Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Installation of Entrance Culverts	each	\$970.00	\$980.00	\$1,000.00	2.0%
Curb Cut	each	\$310.00	\$350.00	\$360.00	2.9%
Moving a Structure along Municipal Roads to Relocate Structure	each	\$33.00	\$35.00	\$35.00	0.0%
Snow Removal for City of Woodstock					
Blandford Rd (Oxford Rd 2 to Twp. Rd. 3)					
Snow Plowing	per operation	\$21.50	\$22.00	\$22.50	2.3%
Snow Plowing / Sand / Salting	per operation	\$78.00	\$79.00	\$80.00	1.3%
Sand /Salting	per operation	\$60.00	\$61.00	\$62.00	1.6%
Tandem Axle Truck Rental	hour	\$59.50	\$60.00	\$65.00	8.3%
One Ton Truck Rental	hour	\$27.75	\$28.00	\$30.00	7.1%
1/2 Ton Pickup Rental	hour	\$16.00	\$16.25	\$16.50	1.5%
Grader Rental summer	hour	\$64.50	\$65.00	\$66.00	1.5%
Grader Rental winter	hour	\$69.50	\$70.00	\$75.00	7.1%
Loader or Backhoe Rental	hour	\$43.00	\$43.50	\$45.00	3.4%
Brush Depot - Labour	hour	\$32.50	\$33.00	\$33.50	1.5%
Civic Address Signs & Posts	each	\$35.00	\$35.50	\$36.50	2.8%
Laying a private drain across Township Road Allowance		Separate Agreement			
Laying utility lines along, under, in or upon municipal roads		Separate Agreement			