

THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE

BY-LAW NO. 81/2019

*A By-law to Prescribe Fees for Services provided by
the Municipality of Port Hope.*

WHEREAS Section 391.(1) of the Municipal Act, 2001, S.O., c.25 authorizes to pass a By-law to impose fees or charges on any class of persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of it and for the use of its property including property under its control;

NOW THEREFORE the Council of the Corporation of the Municipality of Port Hope hereby enacts as follows:

1. THAT the fees and charges as set out on the attached Schedules attached hereto comprising part of this By-law are hereby authorized and approved, plus all legislated taxes (HST) unless otherwise specifically noted in the schedules as being inclusive.
2. This By-law shall come into force and effect on January 1, 2020.
3. THAT By-laws 98/2018, 20/2019 and 51/2019 are hereby repealed, effective January 1, 2020.

READ a FIRST, SECOND and THIRD time and finally passed in Open Council this 17th day of December , 2019.

R. J. Sanderson, Mayor

B. Gilmer, Clerk

Police Services

CRIMINAL RECORD CHECKS - At the Station			
	Type	Residents of Northumberland County	Non-Residents of Northumberland County
Criminal Record	Volunteer	\$ 15.00	\$ 20.00
Criminal Record	Employment	\$ 35.00	\$ 40.00
**Same Day Reference:	Volunteer	\$ 30.00	\$ 40.00
	Employment	\$ 70.00	\$ 80.00
Certified Copies of Any of the Above		\$ 5.00	\$ 5.00

OTHER			
		Residents of Northumberland County	Non-Residents of Northumberland County
Pardon Applications		\$ 27.00	\$ 33.00
Cannabis Expedited Pardons- Local Police Fee		\$ 27.00	\$ 33.00
Change of Name Applications		\$ 27.00	\$ 33.00
Immigration Purposes		\$ 27.00	\$ 33.00
File Destruction		\$ 50.00	\$ 50.00
Certified Copies of Any of the Above		\$ 5.00	

FINGERPRINTS			
For Passports, Pardons, Employment		\$ 28.25	+ RCMP fee (if applicable)
For Another Police Service		\$ 15.00	+ RCMP fee (if applicable)
For Vulnerable Sector Hit Confirmation			N/A

FREEDOM OF INFORMATION REQUESTS - LEGISLATED FEES			
Opening a Request		\$ 5.00	
Photocopies/Computer Printouts		\$ 0.20	per page
CD/DVD		\$ 10.00	
Search Time		\$ 7.50	per 15 minutes per employee
Preparing a Record of Disclosure		\$ 7.50	per 15 minutes per employee
Developing a Computer Program		\$ 15.00	per 15 minutes per employee
*In addition, any costs incurred by the institution can be recovered if the institution has received an invoice for said costs.			

INSURANCE COMPANIES			
Police Reports		\$ 45.20	
Witness Statements/Photos			*As per FOI above
Collision Investigator's Report		\$ 339.00	

VIDEO STATEMENTS			
For all Parties		\$ 28.25	

PAID DUTY FEES				
FIRST CLASS CONSTABLE RATE				
	SALARY	ADMIN	HST	TOTAL
First 3 Hours	\$240.00	\$14.40	\$33.07	\$287.47
Each additional hour or part thereof	\$78.00	\$6.24	\$10.95	\$95.19
Police Vehicle for each hour or part thereof		\$26.55	\$3.45	\$30.00
SERGEANT RATE				
First 3 Hours	\$264.00	\$15.84	\$36.38	\$316.22
Each additional hour or part thereof	\$88.00	\$7.04	\$12.36	\$107.40
*Paid Duty Assignments are subject to a 3 hour minimum.				
**Any paid duty assignment requiring four (4) or more Members shall require one (1) of said Members to be a Sergeant				
				HST Exempt et all
FIRST CLASS CONSTABLE				
First 3 Hours	\$240.00	\$14.04		\$254.04
Each additional hour or part thereof	\$78.00	\$6.24		\$84.24
Police Vehicle for each hour or part thereof		\$26.55		\$26.55
SERGEANT RATE				
First 3 Hours	\$264.00	\$15.84		\$279.84
Each additional hour or part thereof	\$88.00	\$7.04		\$95.04
**Any paid duty assignment requiring four (4) or more Members shall require one (1) of said Members to be a Sergeant paid at the Sergeant rate.				
False Alarms- Police	\$	100.00		

WORKS & ENGINEERING

WATER SERVICES	FEES
➤ Water Distribution Meters (510-502-0000-4256)	
ITEM # 1 - Residential 1" Water Meter	\$1000 Supply and installation of a new 1" residential water meter and remote sensor. Service call rate per hour (minimum 1 hour charge), administration fee, plus material costs. Material costs include the meter, remote sensor and un-metered water consumption costs (ie. brick mortar, drywall etc.).
ITEM # 2 - Residential 5/8" Water Meter	\$500 Supply and installation of a new residential water meter (5/8" chamber x 3/4" ears) and remote sensor. Service Call Rate per hour (minimum 1 hour charge), administration fee, plus material costs. Material costs include the meter, remote sensor and un-metered water consumption costs (ie. brick mortar, drywall etc.).
ITEM # 3 - Commercial Water Meter	Time plus material cost Supply of water meter greater than 1", inclusive and supply and installation of remote sensor, fee applicable regardless of zoning designation (ie. commercial, industrial, institutional), only during normal working hours. Service Call Rate per hour (minimum 1 hour charge), administration fee, plus material costs. This includes supplying the meter (ie. control over make, model and sensor) and install remote sensor only (staff not licensed to install meter >1"), includes routine inspection of bypass connections and backflow prevention device (ie. meters 1 1/2" and greater require bypass connections which shall be sealed and tagged by Water Department operators to prevent theft of water)
➤ Water Distribution Meter Repairs (510-502-0000-4256)	
ITEM # 4 - Obstructed Water Meter	Time plus material cost Correction of obstructed water meters (ie. private homeowners box-in or conceal access due to finished basements or historic home renovations). Service Call Rate per hour (minimum 1 hour charge), administration fee, plus material costs. Intended to recover costs for municipality to retain third party licensed contractor to correct obstruction to maintain legal access to water meter and sensor, fee shall include staff time, burdens and flat rate administration fee
ITEM # 5 - Meter Certification (Meter Test)	\$309 for a meter >1" / <1" will be time plus material cost Written correspondence regarding physical test results of residential water meters at the request of homeowners. Fee shall be refunded should meter be faulty. Flat rate fee per occurrence intended to recover costs for certification of residential water meters less than 1" at the request of owner - includes removal of existing meter, certification by municipal operators, re-installing meter and compliance report to owner. Meters over 1" requiring certification - include removal of existing meter, testing meter completed by a 3 rd party company, re-installing meter and compliance report to the owner. Replacement meter is payable by the owner.
➤ Water Distribution Services (510-502-0000-4255)	
ITEM # 6 - Abandonment of Water Service	\$1,800* Physically disconnect abandoned water service at mainstop (ie. Prior to demolition). Flat rate fee per occurrence, intended to recover costs associated with excavation or hydrovac, disconnecting service lateral pipe and turning off mainstop at the watermain to mitigate potential contamination from stagnant water, material costs include reinstatement of asphalt and/or boulevard, curb and sidewalk where applicable. *In unusual circumstances this fee may be adjusted to recover costs exceeding \$1800.00 at the discretion of the Director of Works and Engineering.
ITEM #7 - Damaged Curbstop	\$618* Flat rate fee per occurrence, intended to recover costs associated with excavating and minor repairs to municipal valves at property line, to correct damage caused by private contractors, material costs include service box and rod, repairs normally include hand digging and exposing 2' of service box and straightening / rethreading by hand. * Where damages require removal and installation of a new curbstop / streetbox / valveboxes and other appurtenances resulting from major damage by third party private contractors (ie. paving companies, Union Gas, Bell Canada) Time plus materials fee will be invoiced to the property owner to recover time plus materials.
ITEM #8 - Service Call During Operating Hours	\$51.50<1 Hour plus \$51.50/hr thereafter Dispatch of a licensed distribution operator during normal working hours at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering.

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ITEM # 9 - Service Call After Operating Hours	\$154.50<1 hour plus \$154.50/hr thereafter Dispatch of a licensed distribution operator outside of normal working hours / weekends / statutory holidays, at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering
ITEM # 10 - Residential Water Service Tapping	\$309 Supply and installation of a new 3/4" or 1" mainstop for new residential infilling (not for subdivision lots) at the request of client, approved contractor shall expose watermain and prepare trench in accordance with OHSA and to the satisfaction of the Director of Works and Engineering and a licensed Distribution Operator shall live tap the watermain and install the mainstop in accordance with SDWA Provincial, Municipal and AWWA Standards during normal working hours, this or any fee not applicable for service taps equal to or greater than 2" which must be completed by a certified private contractor with oversight by municipal operators. A Road Occupancy Permit will also be required for work completed within the right of way.
ITEM # 11 - Residential Water Service Connection (existing dwelling utilizing a private well)	\$1339* Fee payable upon residential connection to an existing municipal water service at property line (ie. curbsstop) of existing dwelling serviced by a private well or joint service, connection shall only be permitted following proof of private well decommissioning by a licensed well driller or physical disconnection of joint services where applicable (ie. VLA lots with services branched from abutting dwelling), fee reduced to encourage connection. The Works & Engineering Department will not consider requests to construct new municipal service(s) under this or any category or fee type. Flat rate fee, intended to encourage existing residential dwellings with private wells to connect to municipal water system. *In unusual circumstances this fee may be adjusted to recover costs exceeding \$1339.00 at the discretion of the Director of Works and Engineering.
ITEM # 12 - Residential Water Service Connection (vacant lot)	\$3399 Fee payable upon residential connection to an existing water service at property line (ie. curbsstop), fee applicable only to vacant lots pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision The Works & Engineering Department will not consider requests to construct new municipal service(s) under this or any category or fee type, Sanitary Service connections shall only be permitted following proof of Water Service connection to permit tracking and invoicing of usage. flat rate fee, intended to recover the average cost of pre-servicing vacant residential lots or potentially severable lots from main to property line during road reconstruction or service main replacement, water service may have been constructed by public tender or by in-house forces, material costs include 10 metres of 3/4 inch or 1 inch copper service pipe, mainstop and curbsstop, includes traffic control, 2005 6" avg. main cost: \$191 /m (assume 50 ft lot), valve: \$1239, includes cost of watermain since value of vacant lot taxes did not pay for main costs
> Water Distribution Hydrants (510-502-0000-4400)	
ITEM # 13 - Hydrant Meter	\$200 per meter plus \$1.90 per cubic meter consumption Installation, monitoring and removal of temporary hydrant meter to regulate water usage during construction by approved third party contractors (ie. road compaction, sod watering). Includes backflow installation and certification. This fee or any fee not approved for private residential swimming pool consumption.
ITEM # 14 - Hydrant Flow Test Supervision	\$300 Dispatch of licensed distribution operator to monitor and supervise hydrant flow tests by approved third party contractors and Engineering Consultants. Flat rate fee per occurrence includes water consumption and operator supervision for up to 4 hours. The tests shall be performed by the private contractor / Engineering Consultant, static pressures and flows will not be measured by Distribution Operator, material costs include average water consumption costs (ie. normally flush hydrant at 2.65 m ³ /min for 30min to clear rust in older mains)

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WTP Pumphouse Sales (Bulk Water) (510-500-0000-4752)	
ITEM # 15 - Bulk Water Consumption	\$1.90 per cubic meter For bulk water at the Water Treatment Plant's automated bulk water depot. Rate per gallon has been converted to cubic meter to be consistent with water billing practices, however the intent is to increase at rate of \$0.50/1000 gallons/year commencing with first increase January 1, 2007 to achieve full cost recovery of \$9.78 per 1000 gallon, fee calculation as per Water Treatment Supervisor's report dated August 10, 2005

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WASTEWATER SERVICES	FEES
> Sanitary Sewer Revenue (410-400-0000-4999)	
ITEM # 1 - Residential Sanitary Service (vacant lot)	\$3811 Fee payable upon residential connection to an existing municipal sanitary sewer lateral at property line (ie. cleanout), fee applicable only to vacant lots pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision The Works & Engineering Department will not consider requests to construct new municipal service(s) under this or any category or fee type, Sanitary Service connections shall only be permitted following proof of Water Service connection to permit tracking and invoicing of usage.
ITEM # 2 - Residential Sanitary Service (existing dwelling)	\$1545 Fee payable upon residential connection to an existing municipal sanitary service at property line (ie. cleanout) of existing dwelling serviced by a private septic system or joint service, connection shall only be permitted following proof of private septic system decommissioning or physical disconnection of joint services where applicable (ie. Veteran Lands Act lots with services branched from abutting dwelling). This fee has been reduced to encourage connection Sanitary Service connections shall only be permitted following proof of Water Service connection to permit tracking and invoicing of usage.
ITEM # 3 - Service Call (During Operating Hours)	\$51.50<1 Hour plus \$51.50/hr thereafter per operator required Dispatch of a licensed collections operator during normal working hours at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering.
ITEM # 4 - Service Call (After Operating Hours)	\$154.50<1 hour plus \$154.50/hr thereafter per operator required Dispatch of a licensed collections operator outside of normal working hours / weekends / statutory holidays, at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering
ITEM # 5 - Obstructed Clean-Out	\$ Service Call plus Materials
ITEM # 6 - Abandonment of Sanitary	\$1,800 Physically disconnect abandoned the sanitary service at the main (ie. Prior to demolition). Flat rate fee per occurrence, intended to recover costs associated with excavation or hydrovac, material costs, reinstatement of asphalt and/or boulevard, curb and sidewalk where applicable. *In unusual circumstances this fee may be adjusted to recover costs exceeding \$1800.00 at the discretion of the Director of Works and Engineering.
ITEM # 7 - Damaged Clean-out cap	\$154.50 Cost to replace a damaged clean out cap only.
ITEM # 8 - Damaged Clean-out	\$618* Flat rate fee per occurrence, intended to recover costs associated with excavating and minor repairs to the sanitary clean out at property line, to correct damage caused by private contractors, material costs include repairs and also include hand digging and exposing >2'. * Where damages require more excavation and replacement of other appurtenances resulting from major damage by third party private contractors (ie. paving companies, Union Gas, Bell Canada) Time plus materials fee will be invoiced to the property owner to recover time plus materials.
ITEM # 9 - Camera Inspection	\$154.50/hour + Service Call Fee Fee for camera and video inspection of private sanitary lateral or municipal portion. Fee will be returned if an issue is identified on the municipal side.
> Sanitary Waste Disposal Revenue (410-400-0000-4757)	
ITEM # 10 - Septage Waste Disposal Permit	\$154.50 Approval for receipt of septic waste during normal working hours, including inspection and recording of volume at WPCP prior to discharge into influent receiving stream, administration fee shall not apply to disposal of private non-commercial camping trailers accepted at STP during normal working hours. Flat rate fee applicable for each occurrence or one time annual/seasonal fee at discretion of Director of Works and Engineering and shall be payable prior to first annual use. Intended to recover costs associated with administration, processing of application, monitoring and recording of loads and monthly invoices

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Item # 11 - Septage Waste Disposal	\$0.011/litres For bulk septage disposal at the Wastewater Treatment Plant's disposal depot during normal working hours.
ITEM # 12 - Septage Waste Disposal After Hours	\$100 per load plus \$0.011/litre For bulk septage disposal at the Wastewater Treatment Plant's disposal depot during normal working hours.

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ROADS SERVICES	FEES
➤ (U) = Urban (301-000-0000-4255)	(R) = Rural (302-000-0000-4255)
ITEM # 1 - (U) Residential Storm Service	<p>\$1648</p> <p>Fee payable upon residential connection to an existing municipal storm sewer lateral at property line (ie. stub), fee applicable to vacant lots and lots with existing dwellings which were pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision</p> <p>The Works & Engineering Department will not consider requests to construct new municipal service(s) under this or any category or fee type.</p> <p>Flat rate fee, intended to recover the average cost of pre-servicing vacant residential lots or potentially severable lots from main to property line during road reconstruction or service main replacement, storm service may have been constructed by public tender or by in-house forces, material costs include 6" PVC storm pipe and main tee, includes traffic control, fee includes cost of main construction(2005 avg. 450mm dia. main cost: \$261 /m, catchbasin: \$1363, assume avg. 50 ft. lot)</p>
ITEM # 2 - (U) Asphalt Reinstatement	<p>\$824</p> <p>Reinstatement of roadway asphalt removed during construction by third party utility companies, fee not applicable for private contracted servicing work. Flat rate fee per occurrence (minimum 3m x 3m x 90 mm charge), intended to recover costs associated with reinstating asphalt which was removed by third party utility companies only (ie. Bell, Cable, Gas), includes traffic control / flagman, timing of works contingent upon availability of Public Works Department resources, reinstatement of work performed by private servicing contractors at discretion of Director of Works and Engineering</p>
ITEM # 3 - (U) Sidewalk Construction	<p>\$950</p> <p>Flat rate fee per occurrence (minimum 20ft length), intended to recover costs associated with reinstating concrete sidewalk which was removed by third party utility companies (ie. Bell, Cable, Gas) or damages incurred by non-municipal operations. Includes traffic control / flagman, timing of works contingent upon availability of Public Works Department resources.</p>
ITEM # 4 - (U) Curb Construction	<p>\$950</p> <p>Flat rate fee per occurrence (minimum 20ft length), intended to recover costs associated with reinstating concrete sidewalk which was removed by third party utility companies (ie. Bell, Cable, Gas) or damages incurred by non-municipal operations. Includes traffic control / flagman, timing of works contingent upon availability of Public Works Department resources.</p>
ITEM # 5 - (U) Curb Cutting	<p>\$226.60 >4 feet plus \$20.60 per foot thereafter</p> <p>Widening of an existing residential / commercial / industrial entrance curb in accordance with maximum width provided in the Zoning By-law.</p> <p>Flat rate plus fee (minimum 4 lineal feet measured to include drop and sloped portion), intended to recover costs for removing barrier curb for private entrances (new or widening), timing contingent upon sufficient volume of work or sublet to third party contractor at discretion of Director of Works and Engineering</p>
ITEM # 6 - (U) Private Sweeping	<p>\$180.25/hr</p> <p>Sweeping of un-assumed subdivision roads at request of Developer or as deemed necessary by Director of Works and Engineering. Rate (minimum 1 hour charge per occurrence) intended to cover costs of sweeping un-assumed subdivision streets at the request of the Developer or as deemed necessary by the Director of Works and Engineering (ie. responsibility of the Developer and debris caused by homebuilders).</p>
ITEM # 7 - (U) Vacant Lot Grass Cutting	<p>\$103/hour – 1 hour minimum charge</p> <p>Cutting grass on privately owned vacant lots at default of property standards or as deemed necessary by Director of Works and Engineering</p>
ITEM # 8 - (U)(R) Winter Maintenance of Un-assumed Roads	<p>\$150/hour Snowplow / Operator plus \$130 per metric tonne salt</p> <p>Plowing, sanding and salting where required on un-assumed subdivision roads (ie. within Municipal road allowances) as deemed necessary by Director of Works and Engineering.</p>
ITEM # 9 - (U)(R) Property Inquiry Request (lot grading compliance)	<p>\$150</p> <p>Certification of compliance of lot grading, drainage and constructed services in accordance with approved drawings, conditional upon receipt of Certificate of Compliance issued by Developer's Engineer</p>

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ITEM # 10 - (U)(R) Entrance Culvert Installation	<p>\$2000<=24 feet plus \$72.10 per foot thereafter flat rate plus fee (minimum 24 lineal feet, maximum 2 foot diameter), material to be HDPE and diameter at discretion of Director of Works and Engineering, intended to recover costs for installing new entrance culverts for single family residential infilling (not commercial/industrial or subdivision developments), includes traffic control costs.</p>
ITEM # 11 - (U)(R) Entrance Culvert Extension	<p>\$200 per foot Rate per foot of culvert extension (maximum 2 foot diameter), intended to recover costs for widening existing single family residential entrance culverts, includes traffic control costs</p>
ITEM # 12 - (U)(R) Private Roadway Signage	<p>\$309 Supply and installation of roadway signage within Municipal road allowance at request of private owner where signage is not required under provisions of OTM, signage shall become property and responsibility of Municipality including future replacement. Flat rate fee per occurrence, material costs include sign, post and hardware and nominal fee for future replacement</p>
ITEM # 13 - Road Occupancy Permit	<p>\$206 + \$2060 refundable deposit (Utility companies are excluded from payment) Any work occupying Municipal right-of-way or portions thereof, requires submission of a Traffic Control Plan in accordance with OTM Book 7, review of applicable securities and insurance, fee not applicable to permitted special events.</p> <p>Flat rate fee per occurrence, fee not applicable to Capital work projects or agents / contractors thereof, utility companies with franchise agreements required to notify road authority of work activity</p> <p>Road Occupancy Permits related to filming will incur staff time fees to have roads staff set up and monitor traffic control as calculated by time indicated on Road Occupancy Permit Application.</p>
ITEM # 14 - Entrance Permit	<p>\$250 + \$1,250 refundable deposit Review and approval of new residential entrances, includes field investigation where required, (see Note 5), fee shall not be in addition to approved applications under Site Plan Control (Minor or Major), Plan of Subdivision, OPA, ZBA, Minor Variance or Consent to Sever.</p> <p>Flat rate fee per occurrence, intended to recover costs associated with review and approval of new entrances including sight line visibility, culvert requirements, roadway signage.</p>
ITEM #15 - Staff Time	<p>\$36.76 <1 Hour plus \$36.76/hr thereafter per operator required Dispatch of a roads operator during normal working hours at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering.</p>
ITEM #16 - Staff Time After Hours	<p>\$110.28 <1 hour plus \$73.52/hr thereafter per operator required Dispatch of a roads operator outside of normal working hours / weekends / statutory holidays, at request of consumer / account holder / plumber. The rate per hour (1 hour minimum charge per occurrence) is at the discretion of the Director of Works and Engineering</p>
ITEM #17 - Equipment	<p>Will be set as required by referring to the Ontario Provincial Standard Schedule of Rental Rates for Construction Equipment, Including Model and Specification Reference most current version as updated from time to time.</p>

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WORKS & ENGINEERING SERVICES	FEES
➤ Engineering Admin Service Fee (303-000-0000-4255)	
ITEM # 1 - Servicing and Grading Review	<p>\$515 Review of site servicing (water, sanitary, storm) to ensure compliance with municipal standards, review of lot grading and drainage, review design reports for structural retaining walls and fences and slope hazards, includes field investigation and routine construction inspection where required. Flat rate fee is intended to ensure compliance to Municipal standards and for the protection against negative impacts to abutting lands.</p>
ITEM # 2 - Municipal Utility Locate Fee	<p>\$206 Physically locate Municipal water, sanitary and storm sewer laterals and mains within Municipal road allowance vis-à-vis surface demarcations (ie. required condition of severance applications, building additions, private service replacements), confirmation of separate municipal services to separate dwellings. Flat rate fee per occurrence, includes written locate drawing, field investigation, review of sewer / water locate cards and GIS database, field demarcation and traffic control, material cost includes spray paint and grade stakes where applicable and repairs/maintenance of electronic locator device, dye tablet testing of sanitary laterals and camera investigation of laterals where applicable and at discretion of Director of Works and Engineering</p>
ITEM # 3 - Encroachment Permit	<p>\$412 Review and approval of private encroachments within the Municipal road allowance (ie. stone retaining walls, porches, steps, landscape features and appurtenances), permit is conditional upon approval of required encroachment agreement by Council. Includes field investigation where required. Flat rate fee per occurrence</p>
ITEM # 4 - Servicing Inspection	<p>\$772.50 Inspection of water, sanitary and storm sewer services by private third party contractors to ensure compliance with Municipal standards, fee applicable for infilling, excludes lots under umbrella of subdivision agreements</p> <p>Servicing inspection fee is for one 3/4" or 1" water service, one 6" sanitary service c/w 4" reducer and one 6" storm service (additional fees will be required for additional and/or larger services. Flat rate fee per occurrence, intended to recover costs associated with inspecting the construction of water, sanitary and/or storm services from main to property line by private third party contractors, intended for single family residential infilling (not commercial/industrial and subdivision developments), includes costs for 'as-constructed' measurements and records, creation of water and sewer database cards and GIS input, does not include mainstop installation by licensed water distribution operator</p>
ITEM # 7 - Demolition Inspection	<p>\$309 Review and approval of proposals for abandonment of Municipal services (water, sanitary or storm), including inspection of capping following demolition</p> <p>Deposit required to ensure that private demolition contractor complies with Municipal requirements for properly abandoning Municipal services at property line and/or at main where required, including capping sanitary and storm laterals and capping mainstop at watermain, deposit less deficiencies to be returned upon satisfaction of Director of Works and Engineering.</p>

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<p>ITEM # 8 - Detail Review and Approval of on-site/off-site</p>	<p>4.5% of Total Development Cost <=\$200,000 plus 2.5% thereafter Review of site servicing (water, sanitary, storm) to ensure compliance with municipal standards, review of lot grading and drainage, review design reports for structural retaining walls and fences and slope hazards, includes field investigation and routine construction inspection where required</p>
<p>➤ W & E Refundable Deposits (303-000-0000-2420)</p>	
<p>ITEM # 9 - Private Servicing Refundable Deposit Deposit required to ensure that private servicing work, grading and drainage and reinstatement of Municipal road allowance and appurtenances thereof are constructed to Municipal standards and according to approved drawings, deposit less deficiencies to be returned upon satisfaction of the Director of Works and Engineering</p>	<p>\$2060 Flat rate fee per occurrence, intended to ensure compliance with approved drawings and municipal standards and that deficiencies are corrected in a timely manner, not usually a problem with infilling lots but mainly with subdivision lots wherein lots are sold by developer to home builder or where homeowner changes grading (ie. swimming pool installation) prior to release of subdivision securities, subdivision agreements to include clause requiring builders to submit deposit prior to building permit and regarding requirement for plot plans</p>
<p>ITEM # 9 – Administration Fee</p>	<p>\$50 per hour Intended to recover the costs of processing applications and scheduling items listed as "Time plus Materials"</p>

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TRANSIT	FEES
➤ Transit Bus Revenue (390-390-0000-4301)	
1. Infant Transit (age 3 or under)	Free
2. Children Transit (per trip)¹ Children shall be any person of age 4 to 17 inclusive, applicable for patrons of conventional / specialized / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$1.50 \$1.50 per trip (does not include shuttle transfer) Cash fare per trip, photo identification may be required by Transit Operator as proof of age
3. Children Transit (monthly)² Children shall be any person of age 4 to 17 inclusive, applicable for patrons of conventional / specialized / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$30 Pass includes transfer to Inter-Municipal shuttle and Rolls
4. Student Pass (Reduced Hours)³ Student shall be any person of age 4 to 17 inclusive, applicable for patrons of conventional/shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$15 Does not include transfers to Inter-Municipal shuttle or the Rolls Photo identification may be required by Transit Operator as proof of eligibility
5. Adult Transit (per trip)⁴ Adult shall be any person of age 18 to 64 inclusive, applicable for patrons of conventional / mobility / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$2.50 \$2 per trip (does not include shuttle transfer) cash fare per trip, photo identification may be required by Transit Operator as proof of age
6. Adult Transit (monthly)⁵ Adult shall be any person of age 18 to 64 inclusive, applicable for patrons of conventional / mobility / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$50 30 day pass includes transfer to Inter-Municipal shuttle and Rolls
7. Senior Transit (per trip)⁶ Senior shall be any person of age 65 or over, applicable for patrons of conventional / specialized / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$2.00 Does not include shuttle transfer Cash fare per trip, photo identification may be required by Transit Operator as proof of age
8. Senior Transit (monthly)⁷ Senior shall be any person over the age of 65 inclusive, applicable for patrons of conventional / mobility / shuttle bus, (Patrons of Specialized transit service required to obtain authorization by Accessibility Committee prior to use)	\$30 30 day pass includes transfer to Inter-Municipal shuttle and Rolls
9. Inter-Municipal Shuttle	\$1 (bus transfer) or \$2 (Cobourg shuttle only)

¹ Age 4 to 17, does not include Inter-Municipal shuttle transfer or rolls

² Age 4 to 17, includes Inter-Municipal shuttle transfer or rolls

³ Age 4 to 17, does not include Inter-Municipal shuttle transfer or rolls

⁴ Age 18 to 64, does not include Inter-Municipal shuttle transfer or rolls

⁵ Age 18 to 64, includes Inter-Municipal shuttle transfer or rolls

⁶ Age 65 and over, does not include Inter-Municipal shuttle transfer or rolls

⁷ Age 65 and over, includes Inter-Municipal shuttle transfer or rolls

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Site Alteration and Fill Permit Applications

Assumptions for all size fill operations

- 1) Staff member responsible is the Director of Works and Engineering
- 2) Allow \$75.44 per hour which includes, salary & overhead
- 3) Time estimated below is minimum anticipated time for review and inspections
- 4) Security deposits commensurate with the work would be required to cover off damages to roads and infrastructure
- 5) Costs of land use planning reports/environmental impact studies, peer review and any soil testing to be done at applicants expense
- 6) All volume amounts would be determined from plans and profiles submitted by the applicant and checked by staff. This prevents having to deal with truck way slips and saves staff resources

Summary - Permit costs on Cost Recovery Basis would be:

Minor Fill Operation (less than 100m3)	\$150.88
Small Fill Operation (100 to 500m3)	\$754.40
Large Fill Operation (more than 500m3)	\$905.28 plus \$1.81/m3 in excess of the first 500m3

Site Alteration and Fill Permit Application Administration		FEES	
Minor Fill Operation:			
<ul style="list-style-type: none"> • Placing or dumping less than 100m3 of fill • Typical load for standard dual axle dump truck ~10m3 <ul style="list-style-type: none"> ○ less than 10 trucks ○ typical for lawn or garden • Minimal staff review 			
Action	Time (hrs)	Salary/Rate	Est. Cost
staff time processing permit application - determination of: <ul style="list-style-type: none"> • fill control plan (5.2(f)) • truck routes (5.3) • mud mats and dust control (5.4) 	1.0	\$75.44/hr	\$75.44
time monitoring operation			
Responding to complaints or questions	0.5	\$75.44/hr	\$37.72
communications with permit holder or applicant	0.5	\$75.44/hr	\$37.72
reviewing reports, studies, surveys, documentation			
TOTAL	2.0		\$150.88

WORKS & ENGINEERING

Site Alteration and Fill Permit Application Administration		FEES	
<p>Small Fill Operation:</p> <ul style="list-style-type: none"> Placing or dumping between 100m³ and 500m³ of fill ~10 to 50 dump trucks Review of application including fill control plan to ensure no adverse impact on site and Neighbouring properties Monitoring of operation Complaints re noise, dust, mud and volume of traffic <p>Enforcement for non-compliance</p> <p>Assumptions for Small Fill Operations:</p> <ul style="list-style-type: none"> One initial visit at application and one during the work, one final. 			
Action	Time (hrs)	Salary/Rate	Est. Cost
staff time processing permit application - determination of: <ul style="list-style-type: none"> fill control plan (5.2(f)) truck routes (5.3) mud mats and dust control (5.4) 	3.0	\$75.440/hr	\$226.32
time monitoring operation (three visits 1hr each)	3.0	\$75.44/hr	\$226.32
Responding to complaints or questions	1.0	\$75.44/hr	\$75.44
communications with permit holder or applicant	1.0	\$75.44/hr	\$75.44
reviewing reports, studies, surveys, documentation	2.0	\$75.44/hr	\$150.88
TOTAL	10hrs		\$754.40

WORKS & ENGINEERING

Site Alteration and Fill Permit Application Administration		FEES
<p>Large Fill Operation</p> <ul style="list-style-type: none"> • Placing or dumping more than 500m³ of fill • More than 50 dump trucks • Detailed information for fill control plan • Consultants for review • Longer operation requiring continued monitoring • Additional enforcement <p>Assumptions for Large Fill Operations</p> <ul style="list-style-type: none"> • Application and review costs the same as for Small fill operations and the permit covers all costs for the first 500m³ • Additional costs for ongoing monitoring for the fill in excess of the first 500 m³ are included in costs per cubic metre. • Time for site visits and dealing with duration of truck traffic and public concerns and additional communications with Owner factor into the unit costs per cubic metre. <p style="text-align: center;"><u>Calculation Table to Determine Costs per Cubic Metre Based on subsequent 500m³</u></p>		
Action	Staff Time (hrs)	Cost
Two site visits at 1.5 hrs each	3.0	\$226.32
Responding to complaints or questions of the public and instructions to other municipal staff concerning signage or haul routes and traffic control	4.0	\$301.76
Communications with permit holder or applicant	2.0	\$150.88
Reviewing reports, studies, surveys, documentation, soil tests, communicating with applicant's consultants	3.0	\$226.32
Total based on 500m ³	12.0	\$905.28
Prorated per cubic metre (\$600/500m³)		\$1.81/m³

Heritage Port Hope

Type of Application		Fee	
Sale of Heritage Plaques		\$ 150.00	

Building

Category/Type of Fees	Fees Based on 100% Cost Recovery	
	Base Line Fee	Adjusted Fee
Group 'C' - Low Density Residential > Single detached > Semi-detached (per unit) > Duplex (per unit) > Converted dwelling (per unit) > Mobile home > Apartment-in-a-house	\$2,000/dwelling unit up to 1,500 ft ²	\$1.33/ft ² for buildings with a floor area over 1,500ft ² . Floor area applies to finished floor area and attached garage.
Group 'C' - Multiple Residential (per unit) > Townhouse > Row dwelling > Triplex > Quadraplex > Apartment > Any other multiple unit dwelling > All other Group 'C' occupancies (per unit)	\$2,000/dwelling unit up to 1,500 ft ²	\$1.33/ft ² for buildings with a floor area over 1,500ft ² . Floor area applies to finished floor area and attached garage.
Group 'C' - Residential - Minor alterations, additions, suite (<\$30,000 construction value) and demolitions for minor residential buildings.	\$700/dwelling unit up to 750 ft ²	\$0.90/ft ² for buildings with a floor area over 1,500ft ² . Floor area applies to finished floor area and attached garage.
Group 'C' - Residential - Major alterations, additions, suite (>\$30,000 construction value) and demolitions for major residential buildings.	\$1,400/dwelling unit up to 1,500 ft ²	\$0.90/ft ² for buildings with a floor area over 1,500ft ² . Floor area applies to finished floor area and attached garage.
Group 'C' > Attached deck > Porch > Minor alterations > Minor additions > Garage > Carport > Accessory building > All signs (per sign basis) > Fire retrofitting > Wood stoves/fuel burning appliances > Pool > Temporary buildings > Stand alone heating > Refurbishing heating > Tank installation/removal (fuel sewage) > Other permits (change of use, renewal) > Demolition of single detached and two-unit dwellings > L.L.B.O application > Retaining wall > Occupancy or final inspection when more than 2 years has passed since the building permit was issued > Request for copy of permit > Change of ownership	\$150 flat fee for minor extension to dwelling up to 300ft ² or \$125/permit flat fee for other types of permits.	\$0.50/ft ² for minor extension to dwelling with a floor area over 300ft ² \$0.42/ft ² for other types of buildings or structures with a floor area over 300ft ²

Category/Type of Fees	Fees Based on 100% Cost Recovery	
	Base Line Fee	Adjusted Fee
Group 'A', 'B', 'D', 'E', 'F' - new construction, complete building or shell only.	\$3,100 up to 2,500ft ² - applies to the shell where only the shell is constructed or to the complete building where the permit is issued for both.	\$1.24/ft ² for buildings with a floor area over 2,500ft ² - applies to the shell where only the shell is constructed or to the complete building where the permit is issued for both.
Group 'A', 'B', 'D', 'E', 'F' - major additions or alterations (> \$10,000 construction value)	\$2,000 up to 2,500ft ² - area applies to the area being altered or the area of the addition.	\$0.80/ft ² for buildings with a floor area over 2,500ft ² - area applies to the area being altered or the area of the addition.
Farm Buildings - new construction	\$2,000 up to 10,000ft ²	\$0.20/ft ² for new buildings with a floor area over 10,000ft ²
Farm Buildings - additions, alterations, accessory buildings, hobby farms	\$300 up to 5,000ft ²	\$0.06/ft ² for new buildings with a floor area over 5,000ft ²
Group 'A', 'B', 'D', 'E', 'F' - minor additions, alterations, retrofit, interior finishes, stand alone heating	\$700 up to 2,500 ft ²	\$0.28/ft ² for buildings with a floor area over 2,500 ft ²
Communication tower/facility, silo, wind turbine	\$300 flat fee	\$300 flat fee
Non-residential demolitions	\$300 flat fee	\$300 flat fee

OTHER

> Plumbing Permit	\$150.00 + \$17.00 per fixture
Signs impounded and being reclaimed:	
> \$25.00 per sign, for signs 1m ² (10.76 sq. ft.) and under in size	
> \$200.00 per sign, for signs larger than 1m ² (10.76 sq. ft.) in size	
Sandwich Board Signs	
> New:	\$ 50.00
> Renewal (January 1-February 1):	\$ 10.00
> Renewal (after February 1):	\$ 50.00
Sidewalk Merchandise Permit	
> New:	\$ 50.00
> Annual Renewal (January 1-February 1):	\$ 10.00
>Annual Renewal (after February 1):	\$ 50.00
Outdoor Restaurant/Patio	
> New:	\$ 50.00
> Annual Renewal	\$ 10.00
> Municipal number for Ward 2 (includes number, sign, installation)	\$ 75.00
> Conditional Permit - 25% surcharge over the regular fee	
> Building deposit - \$3,000 shall be required for all new construction unless covered elsewhere in a site plan agreement or development agreement. The unused portion, if any, shall be returned to payee upon final inspection where all deficiencies have been corrected. No deposit shall be refunded after the second anniversary of the building permit issuance.	
> The fee calculated in accordance with the above, shall be doubled in instances where the construction commences prior to the issuance of a building permit.	

> Additional inspection fees of \$80/hour for each additional inspection where the contractor/building has depended unduly on the Municipality to identify deficiencies.

*For Development Charges fees, please refer to the current Development Charges By-law.

PARKING METER FEES

> 6 minutes parking is:	\$	0.10
> 12 minutes parking is:	\$	0.20
> 30 minutes parking is:	\$	0.50
> 60 minutes parking is:	\$	1.00

Municipal Mill Street Launch / Mill Street Parking Lots

> Daily Fee	Vehicle with attached vessel trailer	\$ 10 per day
> Seasonal Pass	Vehicle with attached vessel trailer	
	> Resident	\$150 per calendar year
	Vehicle with attached vessel trailer	
	> Non-Resident	\$200 per calendar year

Legitimate nickles, dimes, quarters, loonies, toonies, or any combination thereof to a maximum of \$4.00 or 4 hours, being the maximum allowable parking time at any meter is considered valid. Pennies (\$0.01) will not be accepted by any parking meter.

> There is no fee for designated handicapped parking spaces or use of regular parking spaces in accordance with the Traffic By-law.

> There is no fee for persons operating a vehicle to which a valid Ontario Veteran license plate is registered and affixed in accordance with the Traffic By-law.

> Parking Meter Rental - daily parking meter rental will be considered at the discretion of the Parking Authority during construction and/or building renovation or while moving in/out of a building.

> Parking Meter Rental Fee - daily charge of \$10.00 per meter plus a \$10.00 deposit fee which is refunded at the duration of the rental.

*Applicable taxes are included within the Parking Meter Fees

SIDEWALK PATIO EXTENSIONS

One Time Purchase Cost

Deck Materials and Labour	\$	1,200.00
Railings around patio area	\$	2,000.00
Planters as safety barriers (6) @ 1,000	\$	6,000.00
Total Cost:		<u>\$ 9,200.00</u> plus HST

*Amortized over a three (3) year period, the annual cost would be \$3,066.66 plus HST.

Annual Installation and Removal Cost

Installation of Patio by Municipality	\$	200.00
Removal of Patio by Municipality	\$	200.00
Use of Parking Space (May 1-Oct 31 @ \$200/month)	\$	1,200.00
		<u>\$ 1,600.00</u> plus HST

Annual Yearly Cost

1/3 of Construction Cost	\$	3,066.66
Labour and Parking Space	\$	1,600.00
Total Cost:		<u>\$ 4,666.66</u> plus HST

LICENSING OF TRAILERS USED FOR TEMPORARY ACCOMMODATIONS (By-law 22/2016)

License of Trailer for Temp. Accommodations:	\$ 25.00
Security Deposit	<u>\$ 2,500.00</u>
Total:	<u>\$ 2,525.00</u>

Set Fine Schedule (As per Provincial Offences Act)

Failure to obtain a license:	\$ 500.00
Failure to remove a trailer without a license:	\$ 500.00
Failure to post license on trailer:	\$ 100.00
Failure to cease use where license is refused,	\$ 500.00
Failure to remove trailer where license is	\$ 500.00
Failure to maintain trailer:	\$ 500.00

Cemetery

GRAVES			
	Interment Rights	Care & Maintenance	Total
> Regular	\$ 750.00	\$ 500.00	\$ 1,250.00
> Child	\$ 750.00	\$ 500.00	\$ 1,250.00
> Infant	\$ 150.00	\$ 150.00	\$ 300.00
> Cremation	\$ 270.00	\$ 180.00	\$ 450.00
> Columbarium Niche #2	\$ 1,572.50	\$ 277.50	\$ 1,850.00
> Columbarium Niche #3	\$ 1,785.00	\$ 315.00	\$ 2,100.00
> Columbarium Niche #4	\$ 1,785.00	\$ 315.00	\$ 2,100.00

GRAVE MARKERS/MONUMENTS		
	Care & Maintenance	Total
> Flat Marker (at least 439.2 sq. cm./173 sq. in.)	\$ 50.00	\$ 50.00
> Upright - Small - in height and length (1.22 metres x 1.22 metres (4 feet by 4 feet)	\$ 100.00	\$ 100.00
> Upright - Large - in height and length (larger than 1.22 metres x 1.22 metres (4 feet by 4 feet)	\$ 200.00	\$ 200.00

INTERMENTS	
> Adult	\$ 750.00
> Child	\$ 150.00
> Infant	\$ -
> Cremation	\$ 350.00
> Double depth	\$ 300.00

OTHER	
> Saturdays before 1:00p.m.	\$ 300.00
> Winter burial	\$ 250.00
> Holidays	\$ 300.00
> Late charges (after 3:30p.m.)	\$ 250.00
> Cornerstone Installation (4)	\$ 40.00
> Disinterment - regular	\$ 1,500.00
> Disinterment - cremation	\$ 300.00
> Grave set-up	\$ 200.00
> Lot Transfer Fee	\$ 25.00
> Grave set-up (non-municipal)	\$ 250.00
> Burial Permit Licence Fee	\$ 10.00

Planning and Development

Type of Application	Current Fee	Explanatory Notes
> Official Plan Amendment (OPA) - Basic	\$ 5,600.00	
> Official Plan Amendment - Major (large scale residential and ICI projects)	\$ 9,250.00	
> Zoning By-law Amendment (ZBA) - Basic Amendment, Temporary Use	\$ 3,700.00	
> Zoning By-law Amendment - Major (large scale residential and ICI projects), Interim Control	\$ 5,700.00	
> Zoning By-law Amendment - Remove Holding Symbol	\$ 850.00	
> Temporary Use By-law	\$ 3,350.00	
> Temporary Use By-law Extension	\$ 650.00	
> Concurrent Official Plan and Zoning By- Law Amendments (Combined OPA/ZBA)	* OPA Fee + 50% of ZBA	
> Plan of Subdivision or Condominium - 20 lots/units or less, extension of draft and amendment to draft approval	\$ 11,300.00	
> Plan of Subdivision or Condominium - 21 lots/units or more, extension of draft and amendment to draft approval	\$8,000.00 + \$100.00 per lot/unit over 20 lots/units	
> Plan of Subdivision or Condominium - request for final approval	\$1,250 + \$50 per unit	Includes review of draft and final condominium plans (for each stage) and related documentation, attendance at meetings and execution of documents
> Red Line revision to Draft Plan (Major)	\$ 4,500.00	Major draft Plan changes/re-design and/or significant changes to a conditions, requiring re-circulation, analysis, reports and/or public notice, draft conditions and attendance at meeting
> Red Line revision to Draft Plan (Minor)	\$ 1,500.00	Minor "re-line" adjustments to a Draft Plan and/or changes to draft conditions, analysis and reports
> Subdivision Agreement where not part of a subdivision application	\$ 4,500.00	Includes preparation of Subdivision Agreement at the time of final approval, discussions internally and with proponent
> Condominium Exemption	\$1,250 + \$50 per unit	
>Extension to Draft Plan Approval	\$ 2,750.00	Includes analysis of conditions, circulation and preparation of a planning report for Council approval and attendance at meetings
> Consent to Sever (each new parcel)	\$2,500.00 (includes \$300 fee for deed stamping)	

Type of Application	Current Fee	Explanatory Notes
>Lot Addition/Lot Line Adjustment, Easement/ROW, Lease over 21 yrs, mortgage/charge or partial discharge of mortgage or	\$ 1,200.00	
> Change to Conditional Consent Approval	\$ 500.00	
> Minor Variance (new build)	\$ 1,200.00	
> Minor Variance (no new build)	\$ 1,200.00	
> Site Plan Control - Basic, or amendment to agreement, includes agreement to original site plan application.	\$ 4,000.00	
> Site Plan Control - Major (large scale residential and ICI projects) includes agreement	\$5,500 '+ \$600 per submission >=3rd Submission	
> Minor Adjustments to Site Plan Control	\$ 600.00	Following the Council approving the By-law and/or registration of Site Plan Agreement: Includes review of the revised plans, comment and approval, as well as administration changes
> Development Agreement / Pre-servicing Agreement	\$ 3,000.00	
> Development Agreement - Amendment	\$ 2,500.00	
> Part Lot Control By-law, validation of title	\$ 1,500.00	
> Zoning Compliance Letter	\$ 100.00	
> Pre-Consultation	\$300-\$600	Includes general planning review of development concepts, reports, application and plans, discussions, preparation of memoranda, reports, and/or correspondence, and discussions in advance of formal submission of planning application(s)
> Telecommunication (where no Site Plan Control is required)	For fees, refer to Site Plan Control - Basic or Major	Includes general review of plans and reports, discussions, attendance at Development Team, issuance of Letter of Concurrence
> Green Energy Projects (Points)	\$ 600.00	Includes general review of plans and reports, discussions, attendance at Development Team, preparation of memoranda, Council reports, issuance of Council Resolution
> Reactivation of Application dormant longer than 1 yr	\$ 800.00	Includes analysis of conditions, discussions and re-circulation
> Adjournment of a Consent or Variance at applicant's request	\$ 300.00	

Finance

REF #	TYPE OF APPLICATION	USER FEE
1	Tax Certificate	\$ 40.00
2	Water Certificate	\$ 30.00
3	Water Account Set Up Administration fee	\$ 25.00
4	Bulk Water Set Up Registration fee	\$ 100.00
5	Additional or Replacement Bulk Water Fob fee	\$ 10.00
6	Non-Sufficient Funds (NSF) cheque or returned payment	\$ 30.00
7	Unofficial Statement of Property Tax/Reprint of Tax Bills	\$ 5.00
	** The first reprint of the current year Tax Bill is free.	
8	Farm Debt Notice	\$ 50.00 per notice
9	Tax Sale Administration	Actual costs incurred
	> Interest on water and wastewater accounts will be applied as per the Water and Wastewater Billing and Collection Policy.	
	> Interest on tax accounts will be applied as per the Interim Tax Levy and Levy By-laws.	
	> Service Dog owners are exempt from purchasing a Dog Tag for their Service Dog(s), as indicated from the Joint Animal Control Board	

Animal Control

ANIMAL CONTROL		
> Annual Dog Tag Purchase		
> Spayed or neutered	\$	20.00
> Not spayed or not neutered	\$	35.00
** early discount fees are no longer available		
> Annual Kennel License	\$	200.00 plus H.S.T. (incl. inspection)
> Replacement Dog Tag	\$	5.00
> Order to Restrain - Appeal Hearing Fee	\$	100.00

LIVESTOCK VALUER		
> Fee per evaluation and re-attendance as required	\$	60.00 each + applicable mileage

POUNDKEEPING FEES		
In accordance with the Pounds Act, any animal delivered to the Poundkeeper or confined by the Poundkeeper shall be provided with adequate food, water and shelter during the whole time that such animal is impounded or confined.		
The following fee schedule shall apply to the above service:		
> Horse	\$	15.00 per head per day
> Bull, cow or other cattle	\$	15.00 per head per day
> Donkey, lama	\$	15.00 per head per day
> Other exotic large animal	\$	15.00 per head per animal
> Goat	\$	12.00 per head per day
> Sheep	\$	12.00 per head per day
> Pig	\$	6.00 per head per day
> Ostrich or emu	\$	6.00 per bird per day
> Other exotic small animal or bird	\$	5.00 per head per animal
> Geese, turkey or other poultry	\$	3.00 per bird per day
In addition:		
> A \$12.00 per hour fee for services rendered by the Poundkeeper shall apply in carrying out the provisions of the Pounds Act over and above fees for food, water and shelter.		
> The owner of any livestock or poultry running at large contrary to the Pounds Act shall be liable for damages done by such animal based on actual costs.		
> Costs incurred for services rendered or supplies expended including veterinary fees or fees and charges through any other organization required for the health and welfare of the animal shall be based on actual cost recovery for fees and charges incurred.		

Accessibility for Ontarians with Disabilities Act (AODA)

> The Corporation's regularly administered Schedule of Fees and Services shall apply unless otherwise specifically provided for herein.

> The Municipality will make reasonable efforts in light of the requester's disability to provide the documentation.

PHOTOCOPIES

> 1 to 10 original documents		
> Double-sided	\$	0.25 per sheet
> Single-sided	\$	0.20 per sheet
> 11 to 50 original documents		
> Double-sided	\$	0.20 per sheet
> Single-sided	\$	0.15 per sheet
> Over 50 original documents		
> Double-sided	\$	0.15 per sheet
> Single-sided	\$	0.10 per sheet

AGENDAS

> Printed copy	\$	10.00 per agenda
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Registered Press to receive a complimentary hard copy upon request.

CLOSED MEETING INVESTIGATOR

Closed Meeting Investigator - Complaint Filing	\$	25.00 per individual complaint
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COMMISSIONER OF OATHS

Commissioning of Oath Services including commissioning of an affidavit by the Clerk or Deputy Clerk for documents in accordance with the Commissioners for Taking Affidavits Act.

> Residency documentation	\$5.00 per document for non-resident and all business entities.
> Deeds	
> Insurance Claims	
> Pension plan documents	
> Certify documents as "true copies"	
> Birth and Death information applications as prescribed by Statute	
> Certification of identifiable individual's signature	
> Commissioning Ministry of Transportation Documents	\$15.00 per document

FENCE VIEWING (Ward 2)

> Fence Viewers Application Fee	\$750.00
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> Postage/Registered Mail/Prescribed Forms/Stationary	Actual cost recovery of cost incurred
> Photocopies	Refer to rate set above
> Ontario Land Surveyor	Actual cost recovery of cost incurred
> Other applicable costs as required to carry out the provisions of the Line Fences Act	Actual cost recovery of cost incurred

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOI)

Fees are defined in the Freedom of Information and Protection of Privacy Act, R.S.O 1990. REGULATION 460, amended to O.Reg. 92/07, and as amended from time to time.

LICENSES

> Annual Bed and Breakfast License	\$	200.00	plus H.S.T. (incl. inspection)
> Annual Taxicab or Limousine Owner License (<i>*plus cost of municipal license plate at market cost per vehicle</i>)	\$	105.00	per vehicle* (will include vehicle meter calibration/sticker)
> Annual Taxicab or Limousine Driver License	\$	45.00	per license (will include driver photographs and wallet sized ID)
> Replacement Lost License - Taxi or Limousine Driver	\$	25.00	per license
> Replacement - Lost Municipal Vehicle License Identification Number/Plate for Taxicab or Limousine			Current Market Cost
> Annual Refreshment Vehicle License	\$	500.00	plus H.S.T. (incl. inspection)
> Annual Hawkers and Peddlers License	\$	400.00	
> License Agreements	\$	400.00	plus expenses
> Marriage Licenses		\$125.00	
> Civil Marriage Solemization	\$	350.00	plus H.S.T.
> Annual Salvage Yard License	\$	200.00	plus H.S.T. (incl. inspection)

LOTTERIES - ALCOHOL AND GAMING COMMISSION

> Amendments of Particulars on License	\$	25.00	
> Extension of Expiry Date on License	\$	25.00	
> Approval for Licenses issued by the Province or another Municipality	\$	25.00	
> Facsimile Transmission to or for Third Parties	\$	5.00	
> List of Break-Open Ticket Sales Locations or Organizations	\$	10.00	
> Bazaars		3%	of prize value
> Break-Open Tickets		3%	of prize value
> Raffles		3%	of prize value

TAXI FARES

> Pick-up charge	\$	4.75	
> Pick-up charge (senior citizen)	\$	4.25	
> Meter Charge	\$	0.35	1/5km (\$1.75/km)
> Meter Charge (senior citizen)	\$	0.25	1/5km (\$1.25/km)
> Stops during the trip	\$	1.50	per stop
> Waiting time at stops	\$	0.75	per minute after 2 minutes
> Parcel unloading charge	\$	0.75	per minute after 2 minutes
> Destination waiting charge	\$	0.75	per minute for waiting at

final trip destination

> Except as otherwise provided in the By-law, no taxicab driver licensed under this By-law shall charge a rate of fare for the conveyance of goods or passengers within the limits of the Municipality of Port Hope except in accordance with the fee

> Every taxicab driver licensed under this By-law shall compute the rate of fare as set out in this Schedule from the time of the engagement of the vehicle to the time the goods or passengers are discharged from the vehicle.

Parks, Recreation and Culture**DEFINITIONS FOR RENTAL GROUP STRUCTURE**

The following definitions pertain to booking structure in order to guide staff in determining the rental rate to be applied. Definitions do not indicate permissions for all rentals, as some requirements may be outlined in additional by-laws (examples: Parks By-law, Waiving or Reduction of Fees policy)

Youth/Senior – (less 35% of Base) Applies to organizations or individuals that are non-revenue generating or raise funds for community projects or raise funds for their organization's operations or are incorporated as not for profit. These organizations will provide services for children, youth, or seniors. Examples include, but are not limited to NORAC Swim School/Competitive Youth, and Swim for Independence, School Groups, and Port Hope Minor Sports orgs.

Adult/Service – (less 15% of Base) Applies to organizations or individuals that are non-revenue generating or raise funds for community projects or raise funds for their organization's operations or are incorporated as not for profit. These organizations will provide services primarily for adults, or be considered a community service organization. Examples include, but are not limited to NORAC Fitness/Masters, Kinsmen Club, Adult Sports Leagues and Churches.

Private Resident –(BASE RATE) Applies to individuals/groups that reside in the Municipality of Port Hope and are renting the space for private use, with minimal set up. Examples include, but are not limited to Sport Tournaments, Pick Up Games, Private Parties.

Commercial/Corporate – (plus 25% of Base) Applies to any other organization or business whose main objective is to create profit or market their product for benefit or gain. Examples include but are not limited to company parties, trade shows and conferences.

Non-resident – rentals are those groups or individuals that are not based within the boundaries of the Municipality of Port Hope, nor have any significant participation from the Municipality. These groups/individuals will be charged an additional 25% surcharge on the applicable rate at the discretion of the Management Team. Examples include non-sporting events, for profit events, travelling events, etc

BOOKING NOTES

Bookings will be charged in half hour or one hour increments.

Port Hope Minor Sport Organizations are eligible for free room rental for registration.

All events taking place in parks within the Heritage Business District area will not be subject to a park booking fee, but must pay all applicable park support fees as per the Municipal Waiving or Reduction of Fees policy.

Jack Burger Sports Complex - Arena

Prime Time Ice:	Monday to Friday – 4pm – 11pm Saturday and Sunday – 8am – 11pm
Non-Prime Time Ice:	Monday to Friday – 7am–4pm Saturday and Sunday – 6am–8am and 11pm–12am

For Ice Rental Rates Minor Sports Groups outside of Port Hope could be eligible for the Minor Sports rate at the discretion of the Management Team and based on draw of participants in activity, consolidated sport clubs (i.e. West Northumberland Wild) and/or regional tournament overflows.

Northumberland Minor Hockey and Port Hope Figure Skating Club are exempt from paying rental on arena viewing room due to contributions in building the space for their use.

Jack Burger Sports Complex POOL

The Municipality of Port Hope, Department of Parks, Recreation and Culture can and will maximize Jack Burger Sports Complex pool usage at all times. Should there be multiple user groups using the facility at one time the following considerations will be made:

1. Lane Usage Fees will be determined by the applicable hourly rate divided by the number of lanes being used.
2. Lifeguard costs will be allocated based on the Ontario Health Regulations and at the discretion of the Department of Parks, Recreation and Culture.

Town Park Recreation Centre

Partners who contribute to the Town Park Redevelopment fundraising receive a 50% room rental discount at the TPRC. These groups include:

- Port Hope Racquet Club
- Port Hope Soccer Association
- Port Hope & District Agricultural Society
- Northumberland Minor Hockey (formerly the BAA)
- Port Hope Kinsmen

The Municipality of Port Hope, Department of Parks, Recreation and Culture can and will ensure that the Town Park Recreation Centre maximizes it's availability to meet the needs of renters. Should arrangements need to be made the following considerations will be taken:

1. The maximum number of hours charged for in a 24 hour period will be 12.
2. Town Park Recreation Centre rentals that are consecutive multi-day functions will be charged a maximum of 10hrs/day of the rental fees.
3. Staff fees will be charged to rentals outside of regular operating hours Mon-Fri and Saturday and Sunday mornings

STAFF SUPPORT FEES

Additional Set-up/Take Down

Costs associated with additional setup/take down requirements, including staff fees or staff coverage outside of regular operation hours, for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour per staff person.

Costs associated with additional setup/take down requirements for any rental on a public statutory holiday will be determined in the user contract agreement, at a rate \$60.00/hour.

ADMISSIONS

Admission Notes:

All Drop in Multi-Passes are to be calculated at the rates of:

- 5 pass at cost of 4
- 10 pass at cost of 8
- 20 pass at cost of 15

Applicable programs for passes are at the discretion of the Community Development Program Manager. Passes will be sold to individuals one per person at a time.

PLAY PASS is valid for youth aged 8-18 at the Town Park Recreation Centre for youth drop in programs and identified special events.

Admission Age breakdown: Child 2-13yrs; Youth 14-17yrs; Adult 18-54yrs; Senior 55yrs+.

All admissions will be rounded to the nearest quarter.

Support workers attending with a patron who requires a support person will not be charged admission fees as per the AODA Customer Service policy.

JACK BURGER SPORTS COMPLEX – ARENA	
Drop in Swim Fees (plus applicable taxes)	2020
PUBLIC SKATING	
Child, youth & senior	2.90

Adult	3.97
Family	8.43
PARENT AND TOT SKATING	
Adult	Free
Child	2.90
SHINNY	
Child, youth & senior	2.90
Adult	5.27
Skate sharpening (per pair- as available)	5.81
JACK BURGER SPORTS COMPLEX - POOL	
Drop in Swim Fees (plus applicable taxes)	2020
Child/youth	3.90
Senior	3.90
Adult	5.96
Family	12.43
Adult aqua fit	9.41
Senior aqua fit	6.11
Promo Swim	2.01
Aqua Specialty (ie AquaZumba)	10.24
TOWN PARK RECREATION CENTRE	
Drop- in Fees (plus applicable taxes)	2020
Child/Youth Gym (exempt)	1.00
Youth Centre	free
Pickleball	2.00
Senior Drop In (applicable)	1.50
Adult drop in (applicable)	3.23
Adult drop in specialty (ie Tennis)	4.30
Youth Special Events	4.42
PA Day Craze (new) – per child, per day	5.00
Youth Play Pass	22.00
Fun4Life Special Needs (exempt)	2.00
Youth Special Needs Art (exempt)	5.00

RENTALS

Facility Rentals (plus applicable taxes)	
JACK BURGER SPORTS COMPLEX	2020
Rooms per hour - arena warm room/ Mezzanine/pool viewing	18.67
Half Community Room	
Youth/ Senior	11.95
Adult/ Services	15.63

Private/ Resident	18.39
Corporate/Commercial	22.97
Full Community Room	
Youth/ Senior	19.62
Adult/ Services	25.64
Private/ Resident	30.17
Corporate/ Commercial	37.72
Arena Floor	
Arena Floor sport booking/hr	59.76
Arena Floor special event half day (- 6 hours)	498.01
Arena Floor special event full day (+ 6 hours)	871.52
Lobby space (per day for profit)	29.80
Arena Ice Rentals	
Resident non-prime time	146.41
Resident prime time	185.26
Non-prime time minor sport	107.57
Prime time minor sport	135.45
Sponsor public skating per hr	135.45
Arena Birthday Party Pkg. (includes 1 hour of ice and 2 hours in community room) tax exempt.	178.25
Pool Rental Fees	
Youth/ Senior	71.80
Adult/ Service	93.89
Private Resident	110.46
Commercial/Corporate	138.09
Sponsor public swimming per hr (includes 3 guards)	147.06
Guard fee (per guard per hr)	25.08
Children's Birthday Party Pool Pkg. (1hr pool, followed by 2hr room includes 1grd for up to 25 people) tax exempt	155.92
Swim Team Youth, per lane (guard included)	13.27
Swim Team Adult, per lane (guard included)	17.04
Swim Team Youth, full pool (guard not included)	71.80
Swim Team Adult, full pool (guard not included)	93.89
RUTH CLARKE ACTIVITY CENTRE and CANTON MUNICIPAL OFFICE (rates per hour plus applicable taxes) 2020	
Youth/Senior Rental up to 2.5 hrs partnership renter	21.69
Adult/Service Rental up to 2.5 hrs partnership renter	28.37
Private/Resident Rental <u>per Hour</u> Community Room (includes use of kitchen)	28.67

Private/Resident Rental <u>per Hour</u> Lower Room/Council Chambers	22.42
Private/Resident Rental <u>per Hour</u> Lower Lounge/Committee Room	17.47
Corporate/Commercial Rental <u>per hour</u>	31.90
Youth/Senior Rental over 2.5hrs (per day) partnership renter	34.78
Adult/Service Rental over 2.5hrs (per day) partnership renter	45.49
TOWN PARK RECREATION CENTRE	2020
(rates per hour plus applicable taxes)	
PROGRAM ROOM A	
Youth/ Senior	15.35
Adult/ Services	20.08
Private/ Resident	23.60
Corporate/ Commercial	29.53
PROGRAM ROOM B, YOUTH CENTRE, LOUNG	
Youth/ Senior	11.95
Adult/ Services	15.63
Private/ Resident	18.39
Corporate/Commercial	22.97
PROGRAM ROOM A and B	
Youth/ Senior	19.62
Adult/ Services	25.64
Private/ Resident	30.17
Corporate/ Commercial	37.72
1/2 Cameco Gymnasium	
Youth/ Senior	25.64
Adult/ Services	33.53
Private/ Resident	39.44
Corporate/ Commercial	49.30
Cameco Gymnasium	
Youth/ Senior	34.63
Adult/ Services	45.29
Private/ Resident	53.30
Corporate/ Commercial	66.64
Kitchen	
Kitchen per day rate	50.00
Fall Fair Centre	
Youth/ Senior	25.64
Adult/ Services	33.54
Private/ Resident	39.44

Corporate/Commercial	49.31
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ALL FACILITIES ADDITIONAL FEES	2020
PA System (with 1 mic) per event	50.00
Additional microphones/ item/event	10.00
Power point projector/event	20.00
Licensed event (per hour during licensed time)	10.00
Water Walk Way (JBSC Pool Only)	25.00
Staff support fees, per staff, per hour	25.00

AQUATICS / PROGRAMS

Refund / Administration Fee	15.00
Late Fee	15.00
Youth rates are tax exempt, cost is per class rate unless identified by course	2020
SWIM LESSONS - CHILDREN/YOUTH	
30 Minute Swim Lesson	8.30
45 Minute Swim Lesson	8.96
60 Minute Swim Lesson	10.04
Private Swim Lesson	26.13
Semi- Private Swim Lesson- per child	18.09
ADULT LESSONS	
Swim Lessons (adult and senior) Seniors discount does not apply	8.96
AQUATICS SPECIALTY	
Synchronized Swimming per class, youth(HST exempt)	11.50
Synchronized Swimming per class Adult (HST applicable)	11.50
AQUATICS LEADERSHIP (plus taxes where applicable) 3% increase annually	2020
Canadian Swim Patrol/course	76.35
Bronze Star/course	90.15
Bronze Medallion/course (includes course material)	220.65
Bronze Cross/course	171.50
National Lifeguard/course	308.95
Water Safety Instructor/course	

	162.25	
Recertification/course	64.90	
AQUAFIT/EASY/FITNESS REGISTRATION (taxes applicable)	2020	
Aquafit/Aquaeasy (A=adult, SR=senior) per class	A	SR
(1 class/wk) Base rate	8.54	5.55
(2 classes/wk) 15% off base rate	7.27	4.72
(3 classes/wk) 25% off base rate	6.40	4.16
(4 classes/wk) 35% off base rate	5.55	3.61
(5 classes/wk) 40% off base rate	5.12	3.33
Monthly AquaFit Pass**		
DROP IN RATE FOR ANY AQUAFIT/EASY CLASS	9.41	6.11
Recreational FITNESS CLASSES		
Fitness Classes	8.13	5.29
Monthly Fitness Pass**		
DROP IN RATE FOR ANY Recreational FITNESS CLASS	8.96	5.85
<u>Aquatics Specialty Drop In</u>		
Aqua Zumba/Adult Synchro (taxes applicable)	2020	
Aquafit/Aquaeasy (A=adult, SR=senior) per class	A	SR
Drop In (10% added to base)	12.65	8.25
Notes:		
Seniors rates are 35% off the adult rate		
Drop in Rate are calculated at a +10% rate on top of the base rate		
**Monthly pass calculated at 3 classes/week (using the dropin rate) for 1 month (4 weeks). Valid from the 1 st of each month to the end of the month only, prorating is not available, monthly passes are only available to use for qualified classes identified on a sessional basis		
All admission and drop in fees are rounded to the nearest quarter		
Ruth Clarke Activity Members are eligible for a 50% discount (off base rate) for recreational fitness programs		
	2020	
Programs CHILDREN AND YOUTH		
Children and Youth (per class)	6.98	
Youth Specialty (examples are Babysitting Course, sessional L.I.T) Per class rate	6.98	
Birthday Parties (Package)- Gym/Dance	119.25	
Workshops	5.75	
Programs ADULTS		
Adult (per class)	9.45	
	2020	
Day Camp (tax exempt)		

Day Camp Daily	38.00
Day Camp Weekly	145.00
Day Camp Specialty	166.00
Day Camp Leadership 2 week program	250.00
Day Camp Adv Leadership 1 week program	145.00
Day Camp Extended weekly am (per week, per child)	10.00
Day Camp Extended weekly pm (per week, per child)	10.00

Program Notes:

Multiple child discounts for Municipality of Port Hope Day Camp, Swim Lessons and Programs will be 5% for the first child and 10% for the second and any additional child(ren). This discount is not applicable to Leadership Programs

Senior Discount for Aquafit/Aquaeasy and Fitness classes is calculated at a 35% of the adult rate.

Senior Discount does not apply to swim Lessons.

Participants who are residents of Port Hope and over the age of 80 years are eligible for free, registered programs.

Per class program fees will be calculated according to the session length (due to special events and holidays, all sessions may not be the same length).

PARKS

Parks (plus applicable taxes)	2020
Seasonal User Fees (adults 18 years +/-team)	155.00
Seasonal User Fees (minor sports = per child)	10.40
Lining (adults only/field)	18.25
Lights ** (per night)	46.30
Grooming fees (adults only/field)	9.75
Picnic and Sports Field (per hour)	18.25
Picnic Table Rentals (per table)	8.50
Tournaments/special event (adult& minor) Per day/sports field includes one lining	151.95
Delivery Fee (per location)	26.00
Hydro (camping per trailer per day)	5.75
STORAGE	
Storage is per linear foot for the season	19.95/ft
ADDITIONAL PARK FEES	
Costs associated with additional setup/take down requirements, including staff fees or staff coverage outside of regular operation hours, for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour per staff person.	

Costs associated with additional setup/take down requirements for any rental on a public statutory holiday will be determined in the user contract agreement, at a rate \$60.00/hour.

Park Notes:

Light fees will be charged per night (average 2 hours), unless special accommodations are requested based on actual usage for regular user groups.

Tree and Bench Program prices are set at cost recovery for these item plus 20% revenue to donations account.

ADVERTISING

Advertising Locations (plus applicable taxes)	2020
Arena Wall	253.25
Zamboni (one side)/Year	393.95
Zamboni (both sides)/Year	703.45
Arena Boards/Yr (must commit to a 3 yr. term)	422.05
Ball Fields/Year (outfield fence)	253.25
Press Box JBSC/Year	450.20

Advertising Specifications

Location	Size	Materials
Arena Walls	4' X 8'	To be determined
Zamboni	14" x 72"	To be determined
Arena Boards	3' X 8'	Lexan for cover
Ball Fields	4' X 8'	To be determined
Washrooms	11" X 17"	Paper/poster
Lobby	Max 8.5"X14"	Paper/poster
Scoreclock	Width of clock x 3'	To be determined
Press Box	42" x 24'	To be determined

Advertising Notes:

Advertisements and agreements pertaining to advertising will be at the discretion of the Parks and Facilities Manager and/or Community Development Program Manager.

EXCEPTIONS**Other Agreements that need to be considered in the implementation of this fee schedule:**

At the Discretion of the Community Development Program Manager, other agreement, by-laws or policies may need to be considered as part of the Fee Bylaw including but not limited to:

ProShop Lease

Canteen Lease

Junior C Hockey Team Agreement

Swim team Permits
Racquet Club use agreement
Agricultural Society use agreement
Coca Cola beverage Company
Subsidy Policy
Parks ByLaw
Waiving or Reduction of Fees policy

Fire and Emergency Services

ADMINISTRATION FEES - HST Applicable	
Fire Regulation Compliance Letter <i>Letter or copies of reports required for sale of property, insurance purposes or banking requests. (Requires authorization release from owner.)</i>	\$88.00 Each
Request for Access to Records Other than Freedom of Information Requests.	\$88.00 Per Request
PERMIT and LICENSE FEES - HST Exempt	
Burn Permit – Recreational (1 square/metre) - Rural Area Only <i>(This fee can be revoked at the discretion of the Director of Fire and Emergency Services or his/her designate)</i>	\$25.00 Per Year
Burn Permit – Open Air Burn (3 cubic/metre) - Rural Area Only <i>(This fee can be revoked at the discretion of the Director of Fire and Emergency Services or his/her designate)</i>	\$30.00 Per Year
Burn Permit - Oversized Burn - Rural Area only <i>(This fee can be revoked at the discretion of the Director of Fire and Emergency Services or his/her designate)</i>	\$75.00 Per Year
Attendance at an Unauthorized or Non-Compliant Fire	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower \$232.50 Per Additional 1/2 Hour or current MTO rate / Per Truck + Manpower
Fireworks License <i>Establishments Offering Fireworks For Sale</i>	\$100.00 Annual Fee
Fireworks License <i>Individual Special Events</i>	\$200.00 Per Display
INSPECTION FEES - HST Applicable	
Inspections <i>Including Residential Building Containing Not More Than 2 Dwelling Units, Multiple Occupancy Residential Building, Commercial or Industrial Building, day Nursery/ Home Day Care Facility.</i>	\$88.00 Per Hour or Part Thereof \$44.00 Per Additional 1/2 Hour

Licensing Inspection	\$88.00 Per Hour or Part Thereof
<i>Including Liquor and Tent Licensing</i>	\$44.00 Per Additional 1/2 Hour
FIRE RESCUE AND EMERGENCY RESPONSE - HST Exempt on Fire Trucks and Manpower Only	
Attendance at a Non-Resident Motor Vehicle Collision or Vehicle Fire	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower + any additional costs to the Municipality.
	\$232.50 Per Additional 1/2 Hour or current MTO rate / Per Truck + Manpower + any additional costs to the Municipality.
Hazardous Materials Incident Response	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower + any additional costs to the Municipality.
<i>Attendance at hazardous material incidents regardless of location.</i>	\$232.50 Per Additional 1/2 Hour or current MTO rate / Per Truck + Manpower + any additional costs to the Municipality.
Railway Response	Full Cost Recovery
<i>Response to fires on or beside rail lines caused by rail company.</i>	
Additional Expenses	Full Cost Recovery
<i>To retain a private contractor, rent special equipment not normally carried on a fire vehicle in order to suppress or extinguish a fire, prevent fire spread, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation.</i>	
False Alarms	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower
<i>For a 3rd call within a 6 month period.</i>	\$232.50 Per Additional 1/2 Hour or current MTO rate/ Per Truck + Manpower
Fire Watch (Per person, per hour)	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower
<i>Following the extinguishment of a fire, where the fire department is requested to conduct a fire watch. Property owner invoiced.</i>	\$232.50 Per Additional 1/2 Hour or current MTO rate / Per Truck
Vehicle Standby Services	\$465.00 Per Hour or current MTO rate / Per Truck + Manpower
<i>To include the provision of a vehicle and crew to stand by for filming, social functions etc.</i>	\$232.50 Per Additional 1/2 Hour or current MTO rate / Per Truck + Manpower

<p>Ice/Water Rescue</p>	<p>\$465.00 Per Hour or current MTO rate / Per Truck + Manpower \$232.50 Per Additional ½ Hour or current MTO rate/ Per Truck + Manpower \$465 Per Hour or current MTO rate for Vessel + Manpower \$232.50 Per Additional ½ Hour or current MTO rate for Vessel + Manpower</p>
<p>Indemnification Technology</p>	<p>Current MTO rates plus any additional costs to the Municipality of Port Hope</p>
<p>OTHER - HST Applicable</p>	
<p>Training Room Rental <i>Station 1 Training Room</i></p>	<p>\$50.00 Per Hour (minimum 2 hours)</p>
<p>Fire Extinguisher Training <i>Instructor time and equipment</i></p>	<p>\$75.00 Per Hour (minimum 2 hours)</p>
<p>Medical Training <i>Instructor time and equipment for standard first aid, CPR/AED refresher.</i></p>	<p>\$75.00 Per Hour (minimum 2 hours)</p>

Marketing and Tourism

> Community Entrance Signs Display Fee	\$ 45.00	per event display
Filming Fees		
Cost of Set up and take down per day		
> HBIA Set Up Fee	\$ 350.00	per day
> Municipality of Port Hope Fee	\$ 350.00	per day
> Film Liaison Officer	\$30.00/hr	per day
Cost of Filming per day		
HBIA Fee	\$ 1,000.00	per day
Municipality of Port Hope Fee	\$ 500.00	per day
Film Liaison Officer	\$30.00/hr	
Number of Crew Members		Cost of Film Permit per day
Small Crew (1-30)	\$ 100.00	
Medium Crew (31-100)	\$ 200.00	
Large Crew (101+)	\$ 400.00	
Late Charge Fees	\$ 350.00	per late document
Works and Engineering additional support Costs (if needed)		
Vehicle standby services	\$225.00/hr/truck + manpower (per day)	
Vehicle standby services outside of work hours	\$350.00/hr/truck + manpower (per day)	
Use of Barriers inside of work hours	\$500.00/hr/truck + manpower (per day)	
Use of Barriers outside of work hours	\$750.00/hr/truck + manpower (per day)	
Additional services (i.e. Barriers, signs, pylons)	\$250.00/hr/truck + manpower (per day)	
Late Fee Charges	\$ 350.00	per late document
Fines and Charges if Policy is not followed		
Wheelchair parking without permit	\$ 300.00	
Parking within the 9 metres of an intersection	\$ 75.00	
Filming outside the perimeter of the film permit	\$ 1,000.00	
Blocking a driveway, hydrant meter	\$ 250.00	
Illegal removal of street signs	\$ 500.00	
Security Deposit - Works and Engineering Department		
Small Crew (1-30)	\$ 10,000.00	
Medium Crew (31-100)	\$ 25,000.00	
Large Crew (101+)	\$ 50,000.00	