

THE CORPORATION OF THE CITY OF PORT COLBORNE

BY-LAW NO. 6558/13/18

BEING A BY-LAW TO ESTABLISH FEES AND CHARGES FOR
VARIOUS SERVICES AND TO REPEAL AND/OR AMEND
VARIOUS BY-LAWS

WHEREAS the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, provides a municipality may pass by-laws imposing fees or charges on any class or persons;

AND WHEREAS the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended provides a municipality may pass by-laws imposing fees and charges;

AND WHEREAS the *Cemeteries Act (Revised), R.S.O. 1990, c. C.4*, as amended, provides a municipality may pass by-laws imposing fees and charges;

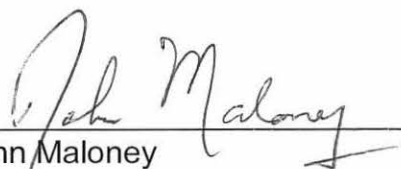
AND WHEREAS the *Planning Act, R.S.O. 1990, c. P.13*, as amended, provides a municipality may pass by-laws imposing tariffs, fees and charges;

AND WHEREAS at its meeting of March 5, 2018 the Council of The Corporation of the City of Port Colborne approved the recommendation of Corporate Services Report No. 2018-30, Subject: Consolidated Fees and Charges By-law.

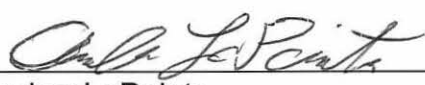
NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF PORT COLBORNE ENACTS AS FOLLOWS:

1. That the fees and charges, outlined in Appendix "A" attached hereto and forming part of this by-law, be enacted.
2. That if a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law, and it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.
3. That any By-law previously enacted for the purpose of establishing fees and charges be hereby repealed, and/or the appropriate sections be hereby amended, and the remainder of any by-law amended shall survive and remain in full force and effect.
4. That should this by-law conflict with any other by-law or resolution of Council, or any staff report approved by Council, in relation to fees and charges imposed under the *Municipal Act, Planning Act, Building Code Act* or any other act, this by-law shall take precedence, unless specifically stated to the contrary.
5. That this by-law come into force and take effect on the day of passing.

ENACTED AND PASSED THIS 12TH DAY OF MARCH, 2018.



John Maloney
MAYOR



Amber LaPointe
CITY CLERK

6558/13/18

Appendix A to By-law No. _____

CONSOLIDATED FEES AND CHARGES

1 The City hereby imposes the fees and charges outlined in Schedules A-Y, as listed below:

Schedule A	Commemorative Park Bench, Tree, Stone Marker and Plaque
Schedule B	Dog Licensing
Schedule C	Services by Fire and Emergency Division
Schedule D	Services by Engineering and Operations Division
Schedule E	Vale Health and Wellness Centre and Arena
Schedule F	Advertising
Schedule G	Recreation Programs
Schedule H	Parks and Pavilions
Schedule I	Playing Fields and Sport Courts
Schedule J	Nickel Beach
Schedule K	Roselawn Centre
Schedule L	Sugarloaf Marina
Schedule M	Marina Pavilion
Schedule N	Event Services
Schedule O	Tax Registration and Tax Sales
Schedule P	Corporate Services
Schedule Q	Port Colborne Historical and Marine Museum
Schedule R	L.R. Wilson Heritage Research Archives
Schedule S	Port Colborne Market
Schedule T	Services by By-Law Enforcement Division
Schedule U	Cemeteries of the City of Port Colborne
Schedule V	Services by Planning and Development Division
Schedule W	Maintenance and Occupancy of Property
Schedule X	Permits for Construction, Demolition, Occupancy and Change of Use, Transfer of Permits and Inspections
Schedule Y	User Group Liability Insurance

2 The Treasurer of the City may add fees and charges imposed by the City, as outlined in Schedules A-Y, to the tax roll for the following property in the City and collect them in the same manner as municipal taxes:

- i) in the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied; and,
- ii) in all other cases, any property for which all of the owners are responsible for paying the fees and charges.

3 If the City uses a registered collection agency in good standing under the Collection Agencies Act to recover a debt, including taxes, payable to the City, the collection agency may also

recover its reasonable costs of collecting the debt but those costs shall not exceed an amount approved by the City.

- 4 The powers of a Director to increase, decrease or waive a fee outlined in section 5 below, should only be used in exceptional circumstances, as determined by the Director.
- 5 The fees and charges imposed on a person by the City, as outlined in Schedules A-Y, may be increased, decreased or waived completely by the Director to whose department the fee or charge relates in the following circumstances:
 - i) where there is a material change to the program or service being offered;
 - ii) where a large-scale event, such as a conference or trade show, is being held at a City facility or on City-owned or City-operated property and where a negotiated agreement is required;
 - iii) where, by imposing a fee or charge, the City is decreasing access or imposing a barrier to a person with a disability or their support person;
 - iv) where a fee is set incorrectly by way of an administrative error; or,
 - v) where imposing a fee or charge would be, in the opinion of the Director, unreasonable, given the circumstances.
- 6 A Director may only increase the amount of a fee or charge pursuant to section 5 in order to recover or partially recover the City's actual costs in delivering the applicable program or service.
- 7 A Director may impose a new fee or charge not outlined in Schedules A-Y to this by-law, but still under the provisions of the Municipal Act, where a new program or service is being offered by the City. The new fee or charge imposed by a Director shall:
 - i) not exceed the City's actual cost to deliver the new program or service; and,
 - ii) shall be included in Schedules A-Y as soon as is practicable.
- 8 All fees and charges imposed in the schedules:
 - i) do not include applicable taxes (taxes may be in addition to the fees), unless otherwise indicated; and,
 - ii) be in full force and effect on the effective date noted in the schedule, unless no effective date is noted, in which case, they shall be in full force and effect immediately following their passage by Council.

Schedule A
Commemorative Park Bench, Tree, Stone, Marker Stone and Plaque

Commemorative Items	Size	2016 Fee	2017 Fee	2018 Proposed Fee
Contour Bench Maintenance <small>Price includes installation and concrete pad for bench</small>	6'	\$1,110.00 \$100.00	\$1,110.00 \$100.00	\$1,132.00 \$102.00
Tree Variety: Silver Queen Maple Tree Sugar Maple Tree Shademaster, Honey Locust Tree London Plane Tree	10 Gallon Pot, 8' Tall	\$305.00 \$295.00 \$300.00 \$325.00	\$305.00 \$295.00 \$300.00 \$325.00	\$311.00 \$301.00 \$306.00 \$332.00
Oak, Red, Pin, Bur, Etc Tree Linden, Greenspire Maintenance <small>Prices include tree planting. Specific tree requests for individual parks are subject to approval of the Parks Division Gardener.</small>	20 Gallon Pot, 8' Tall	\$305.00 \$295.00 \$100.00	\$305.00 \$295.00 \$100.00	\$311.00 \$301.00 \$102.00
Stone Type: Granite Granite Granite Maintenance <small>Price includes sandblasting and lettering. Foundation work and installation are not included in these prices and will be determined by the size and scope of work. Sizes/shapes will vary with Natural Stone.</small>	78" w x 10" d x 42" h 36" w x 12" d x 40" h 34" w x 10" d x 29" h	\$3,284.00 \$1,250.00 \$1,087.00 \$100.00	\$3,284.00 \$1,250.00 \$1,087.00 \$100.00	\$3,350.00 \$1,275.00 \$1,109.00 \$102.00
Marker Stone Type: Granite – Natural Shaped River Rock <small>Random Shapes, Blended Colour</small> Maintenance	24"x14"x14"	\$350.00 \$100.00	\$350.00 \$100.00	\$357.00 \$102.00
Plaque Type: Bronze Bronze Bronze <small>Prices are for pick-up only.</small> Installation/Maintenance	8" w x 2" h 12" w x 3" h 18" w x 12" h	\$155.00 \$206.00 \$727.00 \$100.00	\$155.00 \$206.00 \$727.00 \$100.00	\$158.00 \$210.00 \$742.00 \$102.00

**Schedule B
Dog Licensing**

Dog Licensing **	2016 Fee	2017 Fee	2018 Proposed Fee
1. Early purchase discount rate on or before March 15 th of each year:			
Licence, Neutered/Spayed dog*	\$15.00	\$15.00	\$15.00
Licence, Un-Neutered/Un-Spayed dog	\$25.00	\$25.00	\$25.00
Vicious Dog	\$100.00	\$100.00	\$100.00
2. After March 15 th of each year where sections 3 and 4 of this Schedule are not applicable:			
Licence, Neutered/Spayed dog*	\$25.00	\$25.00	\$25.00
Licence, Un-Neutered/Un-Spayed dog	\$35.00	\$35.00	\$35.00
Vicious Dog	\$100.00	\$100.00	\$100.00
3. Replacement Tag – verification of original tag purchase required	\$5.00	\$5.00	\$5.00
4. Application for Hearing – non refundable	\$180.00	\$180.00	\$184.00

Kennel Licensing	2016 Fee	2017 Fee	2018 Proposed Fee
Kennel License	\$80.00	\$80.00	\$80.00

Notes:

* Proof is required

** No HST is applicable

Schedule C
Services by Fire and Emergency Division

Emergency Response	2016 Fee	2017 Fee	2018 Proposed Fee
<i>All fees identified with an asterisk will be billed using the applicable MTO Rate at the time of billing. Administrative Fee of \$50.00 to be charged to all invoices.</i>			
*Nuisance false alarms and nuisance deployments First false alarm in any calendar year: Subsequent false alarms in calendar year:	Nil MTO Rate per apparatus dispatched	Nil MTO Rate per apparatus dispatched	Nil MTO Rate per apparatus dispatched
Failure to Extinguish Open Air Burning (liable for costs under Section 2.5 By-Law 6280/106/15). Owner responsible for any and all additional expenses – to retain a private Contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation.	Actual Costs	Actual Costs	Actual Costs
*Motor vehicle accident/vehicle fire and providing firefighting or other emergency services to a non-resident: a) For the first hour or any part thereof b) For each additional one half hour or part thereof <i>Note: MTO Rates are applicable to residents when Fire Department services are provided on Hwy. No's 3, 58 and 140.</i>	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	Applicable MTO Rates Per apparatus dispatched
Response to fires on or beside rail lines caused by Railway Company – owner responsible for any and all additional expenses – to retain a private Contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation.	Actual Costs	Actual Costs	Actual Costs
*For attending a natural gas incident a) For the first hour or any part thereof b) For each additional one half hour or part thereof	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	Applicable MTO Rates Per apparatus dispatched
Extraordinary expenses – Owner responsible for any and all additional expenses that the Fire Chief or Deputy Fire Chief determines – to retain a private Contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation.	Actual Costs	Actual Costs	Actual Costs
*For responding to non-emergency assistance requests a) For the first hour or any part thereof b) For each additional one half hour or part thereof	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	\$410.00 Per apparatus dispatched \$205.00 Per apparatus dispatched	Applicable MTO Rates Per apparatus dispatched

Fire Prevention	2016 Fee	2017 Fee	2018 Proposed Fee
<i>Commercial (GROUP A, D & E OCCUPANCY)</i>			
Refreshment Vehicle	\$125.00	\$125.00	\$125.00
Inspect base building, less than 3,000 sq. ft. (gross area)	\$250.00	\$250.00	\$250.00
Plus inspect each additional 3,000 sq. ft.	\$125.00	\$125.00	\$125.00
Plus inspect each suite in addition to base building	\$25.00	\$25.00	\$25.00
Day Cares:			
Home Day Cares with less than 5 children	\$75.00	\$75.00	\$75.00
Licensed Day Cares with occupant load of 40 or less	\$150.00	\$150.00	\$150.00
Licensed Day Cares with occupant load of more than 40	\$250.00	\$250.00	\$250.00
Repeat follow-up inspections on a violation	\$75.00	\$75.00	\$75.00
<i>Institutional (GROUP B) or Residential (GROUP C containing a Care Facility)</i>			
Inspect base building, less than 3,000 sq. ft. (gross area)	\$275.00	\$275.00	\$275.00
Plus inspect each additional 3,000 sq. ft.	\$125.00	\$125.00	\$125.00
Plus each dwelling/unit/sleeping room in addition to base building	\$10.00	\$10.00	\$10.00
Repeat follow-up inspections on a violation	\$75.00	\$75.00	\$75.00
<i>Residential (GROUP C, Not Including Care Facilities) (Includes Hotels, Motels, Apartments and Bed and Breakfast)</i>			
Small building – 3,000 sq. ft. or less – containing single dwelling unit	\$75.00	\$75.00	\$75.00
Small building – 3,000 sq. ft. or less – containing two dwelling units	\$300.00	\$300.00	\$300.00
Large building – more than 3,000 sq. ft. OR contains			
3 to 5 dwelling units/suites of residential occupancy	\$500.00	\$500.00	\$500.00
6 to 18 dwelling units/suites of residential occupancy	\$750.00	\$750.00	\$750.00
More than 18 dwelling units/suites of residential occupancy	\$1,500.00	\$1,500.00	\$1,500.00
Repeat follow-up inspections on a violation	\$75.00	\$75.00	\$75.00
Bed and Breakfast – up to four (4) sleeping rooms	N/A	\$275.00	\$275.00
<i>Industrial (GROUP F OCCUPANCY)</i>			
Inspect base building, less than 3,000 sq. ft. (gross area)	\$175.00	\$175.00	\$175.00
Plus inspect each additional 3,000 sq. ft.	\$75.00	\$75.00	\$75.00
Plus inspect each suite in addition to base building	\$25.00	\$25.00	\$25.00
Repeat follow-up inspections on a violation	\$75.00	\$75.00	\$75.00

Fire Prevention (Cont'd)	2016 Fee	2017 Fee	2018 Proposed Fee
<i>Miscellaneous Inspections/Application Review</i>			
Open Air Burning Site Inspection and Clearance	\$75.00	\$75.00	\$75.00
Fireworks Vendor – Site Inspection	\$75.00	\$75.00	\$75.00
Propane Licence Application Review (Basic)	\$100.00	\$100.00	\$100.00
Propane Licence Application Review (Complex)	\$60.00/hour	\$60.00/hour	\$60.00/hour
Marijuana Grow-Op/Drug Lab Compliance Inspection	\$250.00	\$250.00	\$250.00
Review of Site Plans	\$60.00/hour	\$60.00/hour	\$60.00/hour
Fire Department Assistance			
Fire Watch	\$60.00/hour	\$60.00/hour	\$60.00/hour
Securing Buildings	\$60.00/hour	\$60.00/hour	\$60.00/hour
Fire Prevention Assistance	\$60.00/hour	\$60.00/hour	\$60.00/hour
Training Assistance	\$60.00/hour	\$60.00/hour	\$60.00/hour
File Reports and File Searches			
File Search/File Reports – Environmental Issues	\$250.00	\$250.00	\$250.00
File Search/File Reports – Information	\$125.00	\$125.00	\$125.00
Letters and Produce Incident Reports to Insurance Companies	\$125.00	\$125.00	\$125.00
LLBO – Letters of Compliance	\$125.00	\$125.00	\$125.00
Smoke and Carbon Monoxide Alarm Installations			
Installation of Smoke Alarm	\$10.00 each	\$10.00 each	\$10.00 each
Installation of Carbon Monoxide Alarm (Plug-In)	\$25.00 each	\$25.00 each	\$25.00 each
Installation of Carbon Monoxide Alarm (Combination)	\$30.00 each	\$30.00 each	\$30.00 each
Fire Department Services			
Refilling of Air Cylinders	\$12.00 each	\$12.00 each	\$12.00 each
Fire Extinguisher Rentals	\$10.00 each	\$10.00 each	\$10.00 each
Photographs	\$5.00 each	\$5.00 each	\$5.00 each
I.D. Photos	\$10.00 each	\$10.00 each	\$10.00 each
Meeting Room Rental	\$100.00 daily	\$100.00 daily	\$100.00 daily

Schedule D
Services by Engineering and Operations Division

Engineering and Operations Division	2016 Fee	2016 Minimum Charge	2017 Fee	2017 Minimum Charge	2018 Proposed Fee	2018 Minimum Charge
Municipal Consent Permit Fee – (includes permit preparation and inspection)	\$179.00		\$179.00		\$183.00	
Water turn off or turn on: - Regular hours - After hours	\$58.00 each \$412.00 each	\$412.00 each**	\$58.00 each \$412.00 each	\$412.00 each**	\$59.00 each \$420.00 each	\$420.00 each**
Unscheduled water meter reading	\$30.00 each		\$30.00 each		\$31.00 each	
Water meter testing	Actual cost		Actual cost		Actual cost	
Private hydrant maintenance	Actual cost		Actual cost		Actual cost	
Sewer rodding: - Regular hours - After hours	\$137.00 each \$721.00 each	\$526.00 each**	\$137.00 each \$721.00 each	\$526.00 each**	\$139.00 each \$735.00 each	\$536.00 each**
Driveway culverts: - Up to 450 mm - Over 450 mm	\$363.00/m Actual cost		\$363.00/m Actual cost		\$450.00/m Actual cost	
Driveway installation	\$252.00/m		\$252.00/m		\$50.00/m. sq.	
Curb cuts	\$101.00/m	\$327.00	\$101.00/m	\$327.00	\$135.00/m	\$330.00
Curb Installation	\$101.00/m	\$327.00	\$101.00/m	\$327.00	\$180.00/m	\$330.00
Sidewalk repairs	\$109.00/m. sq.		\$109.00/m. sq.		\$147.00/m. sq.	
Installation of Water Service - 25 mm. - Greater than 25 mm.	\$321.00/m. Actual Cost	\$1,607.00	\$321.00/m. Actual Cost	\$1,607.00	\$327.00/m. Actual Cost	\$1,639.00

Engineering and Operations Division	2016 Fee	2016 Minimum Charge	2017 Fee	2017 Minimum Charge	2018 Proposed Fee	2018 Minimum Charge
Water Service tapping: - 25 mm. - Greater than 25 mm.	\$178.00 each Actual Cost		\$178.00 each Actual Cost		\$182.00 each Actual Cost	
Installation of a sanitary sewer lateral: - 100 mm. - Greater than 100 mm.	\$376.00/m Actual cost	\$1,882.00	\$376.00/m Actual cost	\$1,882.00	\$384.00/m Actual cost	\$1,920.00
Sanitary service connection: - 100 mm. - Larger than 100 mm.	\$267.00 Actual Cost		\$267.00 Actual Cost		\$272.00 Actual Cost	
Installation of a storm sewer service: - 125 mm - Larger than 125 mm.	\$268.00/m Actual Cost	\$1,342.00	\$268.00/m Actual Cost	\$1,342.00	\$272.00/m Actual Cost	\$1,369.00
Storm service connection: - 125 mm. - Larger than 125 mm.	\$267.00 Actual Cost		\$267.00 Actual Cost		\$272.00 Actual Cost	
Rock removal in trench cuts	\$125.00/hr		\$125.00/hr		\$128.00/hr	
Foreman Call Out - Flat Rate	\$40.00/hr		\$40.00/hr		\$60.00/hr	
Street sweeping	\$125.00/hr		\$125.00/hr		\$135.00/hr	

*** Note:**

All works to be done on Private property, contact the City's Building Department.

All works to be done on the right of way (ROW.), contact Engineering and Operations.

Any services carried out by Engineering and Operations Staff within the right of way will require a Municipal Consent Permit, however, no Municipal Consent Permit fee is charged the applicant.

Any services carried out by a private contractor for the applicant, will require a Municipal Consent Permit, however a Municipal Consent Permit fee will apply as per the rates set out above.

All fees and charges listed are exclusive of any applicable taxes.

** de-notes a minimum callout charge for after-hours request.

Schedule E
Vale Health and Wellness Centre and Arena

Arena		2016/2017 Fee	2017/2018 Fee	2018/2019 Proposed Fee
Adult Prime (Mon to Sat 5.00pm – 10.00pm and Sun 8.00am – 10.00pm)	Per hour	\$189.55	\$189.55	\$193.00
Adult Non-Prime (Mon to Fri 8.00am – 4.00pm)	Per hour	\$134.70	\$134.70	\$137.00
Adult League/Tournament *Rental of 3 or more hours for Adults	Per hour	\$177.99	\$177.99	\$182.00
Minor Hockey	Per hour	\$125.08	\$125.08	\$128.00
Junior Hockey Team - Game	Per hour	\$155.65	\$155.65	\$159.00
Junior Hockey Team - Practice	Per hour	\$76.97	\$76.97	\$79.00
Individual Training (half ice) *per player w/one coach, *50% of minor hockey	Per hour	\$62.55	\$62.55	\$64.00
Public Schools – Physical Education Classes	Per hour	\$48.10	\$48.10	\$49.00
Public Schools – Varsity Team Practices	Per hour	\$57.73	\$57.73	\$59.00
Public/Catholic Schools – Varsity Hockey Team – Games	Per hour	\$125.08	\$125.08	\$128.00
Youth Prime *non-affiliated minor hockey organization i.e. school group	Per hour	\$125.08	\$125.08	\$128.00
Youth Non-Prime (Adult Supervision) (Mon to Fri 8.00am – 4.00pm)	Per hour	\$76.97	\$76.97	\$79.00
Walk-in/Day of Rental	Per hour	\$102.00	\$102.00	\$104.00
Ice time rental agreements for the season September 2016 to March 2017, will pay the 2016/2017 rates listed above. Ice time rental agreements for the season September 2017 to March 2018, will pay the 2017/2018 rates listed above. Ice time rental agreements for the season September 2018 to March 2019, will pay the 2018/2019 rates listed above.				
Family and Public Ice Skating		2016/2017 Fee	2017/2018 Fee	2018/2019 Proposed Fee
Pre-School	Per session	Nil	Nil	Nil
Students	Per session	\$2.65	\$2.65	\$2.65
Adults	Per session	\$3.54	\$3.54	\$3.54
Seniors	Per session	\$2.65	\$2.65	\$2.65
Seniors Pay-As-You-Play (PAYP)	Per session	\$2.65	\$2.65	\$2.65
PAYP	Per session	\$4.42	\$4.42	\$4.42
Stick and Puck (*Adult and 1 child)	Per session	\$4.42	\$4.42	\$4.42
*Each additional child	Per session	\$2.65	\$2.65	\$2.65
Tots and Adults	Per session	\$4.42	\$4.42	\$4.42
Public Skate Group Pass (Max 5 people. Min 1 adult 18+)	Per session	\$8.85	\$8.85	\$8.85

Summer Arena Floor/Facility Rental (No Ice)		2016/2017 Fee	2017/2018 Fee	2018/2019 Proposed Fee
Entire Facility	Per hour	N/A	N/A	N/A
Washrooms and Parking Lot ONLY	Per hour	N/A	N/A	N/A
Rink 1 – Floor (Non-Profit; Youth Sport Groups)	Per hour	\$47.17	\$47.17	\$48.00
Rink 1 – Floor (Adult Sport Group; Commercial – Trade Show/Event)	Per hour	\$70.74	\$70.74	\$72.00
*Does not include associated staging and removal costs and access to the Golden Puck Community Room				
Golden Puck Community Room (GPCR) (Includes 2 6ft tables and 12 chairs)		2016/2017 Fee	2016/2017 Fee	2017/2018 Fee
For Profit/Commercial Use (Full Room)	Daily	\$282.99	\$282.99	\$289.00
	Hourly	\$61.31	\$61.31	\$63.00
Not for Profit/Community Groups (Full Room)	Daily	\$141.49	\$141.49	\$144.00
	Hourly	\$33.01	\$33.01	\$34.00
For Profit/Commercial Use (Half Room)	Daily	N/A	N/A	\$144.00
	Hourly	N/A	N/A	\$31.00
Not for Profit/Community Groups (Half Room)	Daily	N/A	N/A	\$72.00
	Hourly	N/A	N/A	\$17.00
Additional Tables	Each	\$2.36	\$2.36	\$2.50
Additional Chairs	Each	\$0.94	\$0.94	\$1.00
*Tournaments and Trade Shows will have access with floor/facility booking at negotiated rates				
Other Rates		2016/2017 Fee	2016/2017 Fee	2017/2018 Fee
Upper or Lower Lobby – Not for Profit/Community Group	Hourly	\$16.50	\$16.50	\$17.00
Upper or Lower Lobby – For Profit/Commercial	Hourly	\$30.66	\$30.66	\$31.00
Dressing Room (special events/tournaments)	Each/Daily	\$30.60	\$30.60	\$31.00
Swipe Card (Replacement)	Each	\$10.20	\$10.20	\$11.00
Keys (Additional)	Each	\$10.20	\$10.20	\$11.00
Power Cart & Hydro	Each	\$15.30	\$15.30	\$16.00
Stairs – mandatory for events/trade shows*	Each	\$40.80	\$40.80	\$42.00
*To comply with occupancy and emergency exit regulations				
Staffing		2016/2017 Fee	2017/2018 Fee	2017/2018 Fee
Assistant Arena Attendant Chargeback*	Per hour	\$5.75	\$5.75	\$6.00
*Trade shows, tournaments, large scale events, etc.				

NOTE: Applicable User Group Liability Insurance rates will be applied, as per Schedule Y, as amended.

**Schedule F
Advertising**

Advertising Subject to developing policy framework for Advertising and Licensing Agreements		2016 Fee	2017 Fee	2018 Proposed Fee
West Side Road MESSAGE BOARD (STATIC) Community Groups and Organisations	Per week	\$36.87	\$36.87	\$38.00
Vale Health and Wellness Centre MARQUE (SCROLL)	Per week	\$18.43	\$18.43	\$19.00
Vale Health and Wellness Centre VIDEO MONITORS	Per week	\$36.87	\$36.87	\$38.00
Discount – Not for Profit/Community Group *with proof of Registered Charitable Number		50%	50%	50%
Discount – Multi-Booking *If 2 or more outlets are reserved for 2 or more weeks *Only one (1) discount can be applied		25%	25%	25%
Vale Health and Wellness Centre – Hockey Dressing Rooms	Each/Yearly	\$204.40	\$204.40	\$209.00
Rink 1 – 4x8 Boards	Each/Yearly	\$1,225.20	\$1,225.20	\$1,250.00
Rink 1 – Press Box Wrap	Each/Yearly	\$7,147.00	\$7,147.00	\$7,290.00
Rink 1 – Score Clock	Each/Yearly	\$2,552.50	\$2,552.50	\$2,604.00
*Contract terms are based on 5 years				

Ice Logos**	2016 Fees			2017 Fees			2018 Proposed Fees		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Rink 1 – Logo #2	\$1,450.00	\$662.50	\$662.50	\$1,450.00	\$662.50	\$662.50	\$1,479.00	\$676.00	\$676.00
Rink 2 – Logo #2	\$1,275.00	\$525.00	\$525.00	\$1,275.00	\$525.00	\$525.00	\$1,301.00	\$536.00	\$536.00
Rink 1&2 – Logo #2 - 1 yr term	\$2,316.25	N/A	N/A	\$2,316.25	N/A	N/A	\$2,363.00	N/A	N/A
Rink 1&2 – Logo #2 - 3 yr term (15% discount*)	\$2,725.00	\$805.00	\$805.00	\$2,725.00	\$805.00	\$805.00	\$2,780.00	\$821.00	\$821.00
Rink 1 – Goal Lines– Logo #6 (two logos)	\$1,400.00	\$1,153.00	\$1,153.00	\$1,400.00	\$1,153.00	\$1,153.00	\$1,428.00	\$1,176.00	\$1,176.00
Rink 2 – Goal Lines– Logo #6 (two logos)	\$1,200.00	\$934.25	\$934.25	\$1,200.00	\$934.25	\$934.25	\$1,224.00	\$953.00	\$953.00

*15% discount does not apply for 2 logos on the same ice surface.

**The design and creation of logo not included.

The opportunity to bundle advertising/sponsorship to be negotiated using approved rates.

**Schedule G
Recreation Programs**

Recreation Programs	Term	2016 Fee	2017 Fee	2018 Proposed Fee
Private Lessons (Child 0-14 years)*	8-10 weeks	\$100.00 - \$135.00	\$100.00 - \$135.00	\$102.00 - \$138.00
Private Lessons (Adult 15+ years)	8 weeks	\$113.00 - \$124.30	\$113.00 - \$124.30	\$115.00 - \$127.00
Private Lessons (Adult 15+ years)	10 weeks	\$141.25 - \$152.55	\$141.25 - \$152.55	\$144.00 - \$156.00
Child/Youth Recreation Programs (0-14 years)*	1-10 weeks	\$24.00 - \$40.00	\$24.00 - \$40.00	\$25.00 - \$130.00
Adult/Older Adult Recreation Programs (15+ years)	1-10 weeks	\$24.00 - \$62.15	\$24.00 - \$62.15	\$33.00 - \$106.00
Pickle Ball - Adult (15+ years) PAYP	Per week	\$4.43	\$4.43	\$8.85
Pickle Ball - Adult (15+ years) PAYP	Per class	-	-	\$4.43
Zumba - Adult (15+ years) PAYP	Per class	\$4.43	\$4.43	\$4.43
Yoga - Adult (15+ years) PAYP	Per class	\$4.43	\$4.43	\$4.43
*HST exempt				
<p>Additional Fees: \$1.00 capital surcharge to programs Administrative Charge (Approved Refund/Withdrawal) – 15% charge against program fee.</p>				
<p>Note: The range of rates is due to the variety of programs offered.</p>				

**Schedule H
Parks and Pavilions**

Park Pavilions	Term	2016 Fee	2017 Fee	2018 Proposed Fee
HH Knoll – Large		\$33.01	\$33.01	\$35.00
HH Knoll – Small		\$28.30	\$28.30	\$30.00
Bandshell		N/A	N/A	\$50.00
Lock 8		\$33.01	\$33.01	\$35.00
Lock 8 Pavilion Fire Pit (on request)		\$14.14	\$14.14	\$15.00
Cedar Bay Centennial – North		\$33.01	\$33.01	\$35.00
Cedar Bay Centennial – South		\$33.01	\$33.01	\$35.00
Additional Picnic Tables	Each	\$2.36	\$2.36	\$5.00
Hydro	Per Booking	\$4.71	\$4.71	\$5.00
Washroom Rental Rate (non-public, after hours before Labour Day Weekend or after Thanksgiving)	Per Day	\$44.25	\$44.25	\$46.00
Washroom Damage Deposit (non-public, after hours before Labour Day Weekend or after Thanksgiving)	Per Day			\$100.00
Parks Labour (Refer to Parks Division cost recovery as per payroll costs) (after hours before Labour Day Weekend or after Thanksgiving)				
Park Permit (events) *Park permit does not include pavilion fee		\$70.74	\$70.74	\$75.00
Production Application Fee		N/A	N/A	\$50.00

Schedule I
Playing Fields and Sport Courts

Playing Fields and Sport Courts	Term	2016 Fee	2017 Fee	2018 Proposed Fee
Soccer Fields – Youth	Per game (2 hours)	\$7.14	\$7.14	\$7.28
Soccer Fields – Youth Tournament	Per field/Per hour	\$7.14	\$7.14	\$7.28
Soccer Fields – Adult	Per game (2 hours)	\$52.92	\$52.92	\$54.00
Soccer Fields – Adult Tournament	Per field/Per hour	\$25.50	\$25.50	\$26.00
Lighting	Add/Per field	\$14.10	\$14.10	\$14.50
Lining	Add/Per field	\$15.10	\$15.10	\$15.50
Baseball/Softball Diamonds – Youth	Per game (2 hours)	\$7.14	\$7.14	\$7.28
Baseball/Softball Diamonds – Youth Tournament	Per field/Per hour	\$7.14	\$7.14	\$7.28
Baseball/Softball Diamonds – Adult	Per game (2 hours)	\$53.44	\$53.44	\$55.00
Baseball/Softball Diamonds – Adult Tournament	Per field/Per hour	\$25.50	\$25.50	\$26.00
Floating	Add/Per field	\$15.09	\$15.09	\$15.50
Lighting	Add/Per field	\$15.09	\$15.09	\$15.50
Lining	Add/Per field	\$15.10	\$15.10	\$15.50
Tennis Courts Cedar Bay Centennial or West Side Tennis Courts *Tournaments on request	Per court/Per hour	\$3.77	\$3.77	\$4.43
Volleyball Courts Cedar Bay Centennial Park *Tournaments on request	Per court/Per hour	\$9.43	\$9.43	\$9.74
Horse Paddock Skateboard & BMX Park *Sanctioned OR Un-Sanctioned Competitions terms to be negotiated				

**Schedule J
Nickel Beach**

Nickel Beach	2016 Fee	2017 Fee	2018 Proposed Fee
Daily Pass Weekdays (Per vehicle)	\$8.85	\$8.85	\$8.85
Daily Pass Weekends & Statutory Holidays (per vehicle)	\$8.85	\$8.85	\$8.85
Walk-ins	Nil	Nil	Nil
<i>Season Passes:</i>			
Resident – 1 st car	\$88.50	\$88.50	\$88.50
Resident – 2 nd car	Nil	Nil	Nil
Non-Resident – 1 st car	\$110.62	\$110.62	\$110.62
Non-Resident – 2 nd car	Nil	Nil	Nil
Resident Senior – 1 st car	\$66.37	\$66.37	\$66.37
Resident Senior – 2 nd car	Nil	Nil	Nil
Non-Resident Senior – 1 st car	\$88.50	\$88.50	\$88.50
Non-Resident Senior – 2 nd car	Nil	Nil	Nil

**Schedule K
Roselawn Centre**

		2016 Fee	2017 Fee	2018 Proposed Fee
President's Room Rental (plus meal cost)		\$159.89	\$159.89	\$163.00
Present's Room Rental (without meal)		\$186.53	\$186.53	\$190.00
Double Parlour		\$159.89	\$159.89	\$163.00
Sun Porch		\$106.59	\$106.59	\$109.00
Back Stage Area		\$159.89	\$159.89	\$163.00
Roselawn – All Rooms		\$532.95	\$532.95	\$544.00
Bar Opening	Per bar	\$26.65	\$26.65	\$27.00
Table Linens	Per table	\$2.13	\$2.13	\$2.25
Cruiser Tables	Per table	-	-	\$2.50
Outdoor Garden (Tents, tables and chairs are not supplied)		\$186.53	\$186.53	\$190.00
Door Open Fee (plus staff time) (Wedding Pictures, Event Set-up, etc.)		\$50.00	\$50.00	\$50.00

Menu rates are driven by seasonal market rates for food/beverage and the range of food services being provided.
 Negotiated rates will include food preparation, service and gratuity.
 Menus are market driven and Roselawn staff will provide the best possible service and value to meet your budget requirements.

Bar pricing: Roselawn is licensed under the AGCO and is governed by the Municipal Alcohol Policy.
 Food and beverage pricing is subject to change.

		2016 Fee	2017 Fee	2018 Proposed Fee
Beer	Per serving	\$3.98	\$3.98	\$3.98
Imported Beer	Per serving	\$4.87	\$4.87	\$4.87
House Wine	Per serving	\$3.98	\$3.98	\$3.98
House Wine	Per bottle	\$25.00	\$25.00	\$25.00
Mixed Drinks	Per serving	\$5.31	\$5.31	\$5.31
Bar Shot	Each	\$6.64	\$6.64	\$6.64
Coffee/Tea/Water (with rental)	Per person	\$1.25	\$1.25	\$1.25
Coffee/Tea/Water (at bar)	Per serving	\$0.88	\$0.88	\$0.88
Pop/Juice (at bar)	Per serving	\$1.33	\$1.33	\$1.33
Punch (with rental)	Per person	\$1.50	\$1.50	\$1.50
Corkage Fee		\$10.00	\$10.00	\$10.00
Gratuity charge		15%	15%	15%
Dishwasher Fee (Dish rental) (Refer to Gratuity Policy) Rental rates are based on a 6 hour event use.	Per hour	\$11.25	\$11.25	\$11.25

Theatre Rental and Box Office Charges		2016 Fee	2017 Fee	2018 Proposed Fee
Box Office Administration/Ticket sales/Dispensing (*Negotiable item up to \$2.00, but not less than \$1.50 per ticket)		\$1.50 - \$2.00	\$1.50 - \$2.00	\$1.50 - \$2.00
Ticket Printing (on request)	Per ticket	\$1.00	\$1.00	\$1.00
Capital Recovery cost (*Per tickets valued at \$8.00 or more)		\$1.00	\$1.00	\$1.00
Ticket/Seat Exchange/Transfer		\$4.42	\$4.42	\$4.42
Technician (4 hours minimum)	Per hour	\$65.00	\$65.00	\$66.00
Additional house cleaning (4 hours minimum)	Per hour	\$20.00	\$20.00	\$21.00
House Manager	Per hour	\$12.00	\$12.00	\$14.00
Server	Per hour	\$11.25	\$11.25	\$14.00
AV/Sound System	Per day	\$100.00	\$100.00	\$100.00
Microphone	Per unit/day	\$5.00	\$5.00	\$5.00
Lighting		As quoted	As quoted	As quoted
Theatre Set Up		As quoted	As quoted	As quoted
Theatre – Per performance		\$692.84	\$706.69	\$721.00
Two performances in the same day		\$1,012.61	\$1,032.86	\$1,054.00
Theatre – Non-performance move in and move out (A day is comprised of an 8 hour period – includes Dressing Room and Green Room)	Per day	\$186.53	\$190.26	\$194.00
Cancellation Fee – Non Refundable		\$150.00	\$150.00	\$150.00
Damage Deposit – conditional refund		\$500.00	\$500.00	\$500.00
SOCAN Fee		3%	3%	3%
Consignment Sale items (Gross sales)		10-15%	10-15%	10-15%

Conditions of Performance Ticket Sales (Box Office)

Info is stated on back of every ticket:

*NO CASH REFUNDS

*48 Hours' notice is required on all ticket exchanges plus \$5.00 per order admin fee.

*In the interest of all patrons, latecomers will be seated at the discretion of the House Manager.

*Please check your tickets for date and curtain times.

Rental Status

Roselawn Centre Rooms and Theatre Rental Rates are discounted by 50% for registered 'Not for Profit' organisations, local community groups and school boards with proof of a Registered Charitable Number.

Note: Roselawn Centre currently facilitates the Sewing and Knitters Club and has grandfathered their former Oakwood Park/Scout Hall rental rate of \$10 per session per week for 2016-2018.

Additional Rentals		2016 Fee	2017 Fee	2018 Proposed Fee
Screen	Per rental	\$5.22	\$5.22	\$5.50
Projector	Per rental	\$31.33	\$31.33	\$32.00
Laptop	Per rental	\$20.89	\$20.89	\$21.00
Screen, Projector and Laptop Package	Per rental	\$52.22	\$52.22	\$53.00

NOTE: Applicable User Group Liability Insurance rates will be applied, as per Schedule Y, as amended.

**Schedule L
Sugarloaf Marina**

		2016 Fee	2017 Fee	2018 Proposed Fee
Dock #3, A or J Run Only – 16' & 17' docks un-serviced Boats up to 16' Boats 17' - 19' Boats >19' (max 21', subject to Marina Supervisor approval) Use of 15A/10V power for the season		\$510.00 \$610.00 \$815.00 \$50.00	\$510.00 \$610.00 \$815.00 \$50.00	\$520.00 \$620.00 \$820.00 \$50.00
B Run (20' dock to max. 22') Service Optional for fee Oversized boats on B Run (>22') add Use of 15A/110V power for the season 30 Amp shore power required add	Per foot	\$890.00 \$80.00 \$50.00 \$80.00	\$890.00 \$80.00 \$50.00 \$80.00	\$910.00 \$50.00 \$50.00 \$80.00
Dock #4 (21'dock to max. 23') un-serviced Oversized boats on Dock #4 (> 23') add	Per foot	\$920.00 \$85.00	\$920.00 \$85.00	\$940.00 \$85.00
I Run (23'dock to max. 25') Service Optional for fee Oversized boats on I Run (> 25') add Use of 15A/110V power for the season 30 Amp shore power required add	Per foot	\$950.00 \$185.00 \$50.00 \$185.00	\$950.00 \$185.00 \$50.00 \$185.00	\$970.00 \$185.00 \$50.00 \$185.00
C & H Run (24' dock to max.26') Service Optional for fee Oversized boats on C & H Run (>26') add Use of 15A/110V power for the season 30 Amp shore power required add	Per foot	\$995.00 \$185.00 \$50.00 \$185.00	\$995.00 \$185.00 \$50.00 \$185.00	\$1,015.00 \$185.00 \$50.00 \$185.00
Dock #6 (25'un-serviced dock to max. 26') Oversized boats on dock #6 (> 26') add	Per foot	\$1,020.00 \$185.00	\$1,020.00 \$185.00	\$1,040.00 \$185.00
Dock #5 (25' serviced dock to max. 26') Oversized boats on dock #5 (>26') add	Per foot	\$1,255.00 \$100.00	\$1,255.00 \$100.00	\$1,280.00 \$100.00
D, G, E & F Run (27' serviced dock to max. 32') Oversized boats on 27' dock (>32') add	Per foot	\$1,450.00 \$115.00	\$1,450.00 \$115.00	\$1,480.00 \$115.00
Dock #1, #5 & F Run (30'serviced dock to max.35') Oversized boats on 30' dock (>35') add	Per foot	\$,1570.00 \$250.00	\$,1570.00 \$250.00	\$,1600.00 \$250.00

		2016 Fee	2017 Fee	2018 Proposed Fee
Dock #2 (35' serviced dock to max. 42') Oversized boats on dock #2 (>42') add	Per foot	\$1,885.00 \$250.00	\$1,885.00 \$250.00	\$1,920.00 \$250.00
E Run (36' serviced dock to max. 39') Oversized boats on 36' dock (>39') add	Per foot	\$1,960.00 \$250.00	\$1,960.00 \$250.00	\$2,000.00 \$250.00
F Run (40' serviced dock to max. 46') Oversized boat on 40' dock (>46') add	Per foot	\$2,130.00 \$400.00	\$2,130.00 \$400.00	\$2,130.00 \$400.00
Along Main Runs (various sizes)		Inquire with Marina Supervisor		
POCOMAR recognition fee (based on size of boat/dock)				
Second Boat (Must be same owner with valid proof of insurance) On A or J Run (16' dock) On Dock #3 (17' dock) On all other docks 50% of regular price		\$165.00 \$185.00	\$165.00 \$185.00	\$165.00 \$185.00
Transient Rates (per foot) Daily Weekly Monthly (un-serviced) Monthly (serviced)		\$1.63 \$8.67 \$21.42 \$25.50	\$1.63 \$8.67 \$21.42 \$25.50	\$1.65 \$8.75 \$22.00 \$26.00
Launch Ramp Rates Pay & Display Daily Launch Pass Seasonal Pass (Regular) Seasonal Pass (Senior)		\$13.27 \$101.77 \$61.95	\$13.27 \$101.77 \$61.95	\$13.27 \$101.77 \$61.95
Additional Fees Trailer Storage (season) Trailer Storage (week or less) Dock Box Rental (season) Pump-out (Seasonal boaters) Pump-out (Transient boaters)		\$75.00 \$10.00 \$70.00 Nil \$15.00	\$75.00 \$10.00 \$70.00 Nil \$15.00	\$85.00 \$10.00 \$75.00 Nil \$15.00

**Schedule M
Marina Pavilion**

Full day rental is based up to a 6 hour period.

Half day rental is based up to a 3 hour period.

All Pavilion rentals include tables and chairs based on rental agreement, however additional charges may apply.

Pavilion Capacity = 224

	2016 Fee		2017 Fee		2018 Proposed Fee	
	Half Day	Full Day	Half Day	Full Day	Half Day	Full Day
Organization						
Seasonal boaters	\$50.00	\$75.00	\$50.00	\$75.00	\$50.00	\$75.00
Transient boaters	\$75.00	\$150.00	\$75.00	\$150.00	\$75.00	\$150.00
Business/Corporate	\$300.00	\$450.00	\$300.00	\$450.00	\$300.00	\$450.00
Registered Not-For-Profit	\$125.00	\$225.00	\$125.00	\$225.00	\$125.00	\$225.00
General Public	\$200.00	\$350.00	\$200.00	\$350.00	\$200.00	\$350.00
Additional Charges						
BBQ (including propane)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Clean-up fee is charged	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Commercial rental clean-up fee	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Bar set-up	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Marina Attendant (cost recovery as per payroll costs TBC)						
Additional chairs	\$1.50 each	\$1.50 each	\$1.50 each	\$1.50 each	\$1.50 each	\$1.50 each
Additional tables	\$2.50 each	\$2.50 each	\$2.50 each	\$2.50 each	\$2.50 each	\$2.50 each
Damage deposit (refundable w/o damage to property)	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
Portable Stage	\$12/section	\$12/section	\$12/section	\$12/section	\$12/section	\$12/section
Set-up and tear down min. 2.5 hours	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Additional time for set-up or tear down charged	\$15/30 min	\$15/30 min	\$15/30 min	\$15/30 min	\$15/30 min	\$15/30 min
Ice per bag	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50

Note: Table covers/linens/cutlery/plates and serving dishes are the responsibility of the renter.

Sugarloaf marina Pavilion Cancellation Policy

1. Rentals are required to be paid in full upon completion and return of the required documents and service agreement.
2. A cancellation fee applicable to 50% of the total rental will be applied to all bookings if cancelled 14 days prior to the rental.
3. No refunds will be issued for cancellations made within 14 day of the rental agreement.
4. For boat clubs unable to make the journey due to weather conditions, a full refund will be issued.

Bar pricing: The Marina Pavilion is licensed under the AGCO with a capacity of 224, and is governed by the Municipal Alcohol Policy. Food and beverage pricing is subject to change.

		2016 Fee	2017 Fee	2018 Proposed Fee
Beer	Per serving	\$3.98	\$3.98	\$3.98
Imported Beer	Per serving	\$4.87	\$4.87	\$4.87
House Wine	Per serving	\$3.98	\$3.98	\$3.98
House Wine	Per bottle	\$25.00	\$25.00	\$25.00
Mixed Drinks	Per serving	\$5.31	\$5.31	\$5.31
Bar Shot	Each	\$6.64	\$6.64	\$6.64
Coffee/Tea/Water (with rental)	Per person	\$1.25	\$1.25	\$1.25
Coffee/Tea/Water (at bar)	Per serving	\$0.88	\$0.88	\$0.88
Pop/Juice (at bar)	Per serving	\$1.33	\$1.33	\$1.33
Punch (with rental)	Per person	\$1.50	\$1.50	\$1.50
Corkage Fee		\$10.00	\$10.00	\$10.00
Gratuity charge (Refer to Gratuity Policy)	Per hour	15%	15%	15%

Storage Rates	2016 Fee		2017 Fee		2018 Proposed Fee	
	Seasonal Slip Holder	Non Seasonal Slip Holder	Seasonal Slip Holder	Non Seasonal Slip Holder	Seasonal Slip Holder	Non Seasonal Slip Holder
Winter storage (per month x 6 months)	\$0.175/sq.ft.	\$0.35/sq.ft.	\$0.175/sq.ft.	\$0.35/sq.ft.	\$0.18/sq.ft.	\$0.36/sq.ft.
Summer Storage (begins 1 st May if no slip deposit has been paid)	N/A	\$0.35/sq.ft.	N/A	\$0.35/sq.ft.	N/A	\$0.36/sq.ft.
Launch (Marine Mobile Lift)	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.
Haul Out (Marine Mobile Lift) (includes power washing)	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.
Launch (Hydraulic Trailer)	\$100.00/hr.	\$115.00/hr.	\$100.00/hr.	\$115.00/hr.	\$8.50/ft.	\$9.50/ft.
Haul Out (Hydraulic Trailer) (excludes power washing)	\$100.00/hr.	\$115.00/hr.	\$100.00/hr.	\$115.00/hr.	\$7.00/ft.	\$8.00/ft.
Block & Stand Rental	\$5.25/ft.	\$5.25/ft.	\$5.25/ft.	\$5.25/ft.	\$5.25/ft.	\$6.25/ft.
Power Washing Hull Bottom	\$0.00	\$1.50/ft.	\$0.00	\$1.50/ft.	\$0.00	\$1.50/ft.
Mid-Season Lift (1 hour booking)	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.	\$8.50/ft.	\$9.50/ft.
Mid-Season Lift (after 1 st hour)	\$50/hr.	\$60/hr.	\$50/hr.	\$60/hr.	\$50/hr.	\$60/hr.
Yard Equipment Fee	\$100.00/hr.	\$115.00/hr.	\$100.00/hr.	\$115.00/hr.	\$100.00/hr.	\$115.00/hr.
Mast Crane – Pull and Step	\$2.25/ft. LOA	\$3.50/ft. LOA	\$2.25/ft. LOA	\$3.50/ft. LOA	\$2.25/ft. LOA	\$3.50/ft. LOA
Mast Storage (per season)	\$1.50/ft. LOA	\$2.50/ft. LOA	\$1.50/ft. LOA	\$2.50/ft. LOA	\$1.50/ft. LOA	\$2.50/ft. LOA
Cradle Storage	\$0.00	\$75.00	\$0.00	\$75.00	\$0.00	\$85.00

**Schedule N
Event Services**

Vender Type	2016 Fee				2017 Fee				2018 Proposed Fee			
	10x10	10x20	10x30	10x40	10x10	10x20	10x30	10x40	10x10	10x20	10x30	10x40
Food Vendor - Full Menu (Self-contained)	\$1,500	\$2,000	\$2,500	\$3,000	\$1,500	\$2,000	\$2,500	\$3,000	\$1,500	\$2,000	\$2,500	\$3,000
Food Vendor - Full Menu (Non self-contained) (Hydro & Water Req'd)	\$1,800	\$2,300	\$2,800	\$3,300	\$1,800	\$2,300	\$2,800	\$3,300	\$1,800	\$2,300	\$2,800	\$3,300
Food Vendor - Liquids & Specialty Products (Self-contained)	\$1,000	\$1,500	\$2,000	\$2,500	\$1,000	\$1,500	\$2,000	\$2,500	\$1,000	\$1,500	\$2,000	\$2,500
Food Vendor - Liquids & Specialty Products (Non Self-contained) (Hydro & Water Req'd)	\$1,300	\$1,800	\$2,300	\$2,800	\$1,300	\$1,800	\$2,300	\$2,800	\$1,300	\$1,800	\$2,300	\$2,800
Retail Vendor – Commercial	\$1,000	\$1,500	\$2,000	\$2,500	\$1,000	\$1,500	\$2,000	\$2,500	\$1,000	\$1,500	\$2,000	\$2,500
Retail Vendor – Artisan	\$750	\$1,100	\$1,450	\$1,800	\$750	\$1,100	\$1,450	\$1,800	\$750	\$1,100	\$1,450	\$1,800
Community Groups & Organizations	\$150	\$250	\$350	\$450	\$150	\$250	\$350	\$450	\$150	\$250	\$350	\$450

Cruise Tickets* <small>*Cruise ticket fees include HST</small>	Age	2016 Fee	2017 Fee	2018 Proposed Fee
Cruise Through the Locks	0 – 2 years	\$115.00	\$115.00	\$115.00
Cruise Through the Locks	13-59 years	\$120.00	\$120.00	\$120.00
Cruise Through the Locks	60+ years	\$115.00	\$115.00	\$115.00
Fireworks/Dinner Cruise	0 – 2 years	\$95.00	\$95.00	\$95.00
Fireworks/Dinner Cruise	13-59 years	\$100.00	\$100.00	\$100.00
Fireworks/Dinner Cruise	60+ years	\$95.00	\$95.00	\$95.00
Dinner Cruise	0 – 2 years	\$75.00	\$75.00	\$75.00
Dinner Cruise	13-59 years	\$80.00	\$80.00	\$80.00
Dinner Cruise	60+ years	\$75.00	\$75.00	\$75.00
Morning/Afternoon/Evening Cruise	0 – 2 years	\$25.00	\$25.00	\$25.00
Morning/Afternoon/Evening Cruise	13-59 years	\$30.00	\$30.00	\$30.00
Morning/Afternoon/Evening Cruise	60+ years	\$25.00	\$25.00	\$25.00

		2016 Fee	2017 Fee	2018 Proposed Fee
Event Application Fee		\$25.00	\$25.00	\$25.00

Mayor's Cup Hockey Tournament			2016 Fee	2017 Fee	2018 Proposed Fee
SportsFest Non-Resident	Per Team		\$700.00	\$700.00	\$700.00
SportsFest Resident	Per Team		\$500.00	\$500.00	\$500.00

Equipment*			2016 Fee	2017 Fee	2018 Proposed Fee
Steel Barricade Fencing	Per 8' section		\$2.50	\$2.50	\$2.50
Plastic Snow Fencing	Per 10'		\$1.00	\$1.00	\$1.00
Waste Containers, including garbage bags	section		\$1.00	\$1.00	\$1.00
Recycle Containers, Apply through region	Each		N/A	N/A	N/A
Parking Barricades	Each		N/A	N/A	N/A
Traffic Cones	Each		N/A	N/A	N/A
Tents	10x10		\$5.00	\$5.00	\$5.00
Tables	Rectangle		\$2.00	\$2.00	\$3.00
Tables	Round		\$3.00	\$3.00	\$3.00

* A Damage Deposit of \$50.00 is required when equipment is rented, which is refunded when equipment is returned undamaged.

Schedule O
Procedures for Tax Registration and Tax Sales

Whereas Section 385 of the *Municipal Act, 2001* provides that a municipality may fix a scale of costs to be charged as reasonable costs of proceedings under Part XI of said Act, the scale of costs per property shall be as follows:

Scale of Costs		2016 Fee	2017 Fee	2018 Proposed Fee
Tax Registration				
Set up files and prepare for tax registration		\$400.00	\$400.00	\$400.00
Tax registration		\$375.00	\$385.00	\$385.00
Cancellation certificate		\$175.00	\$185.00	\$185.00
Notices under the <i>Farm Debt Mediation Act</i>	Per address	\$50.00	\$50.00	\$50.00
Additional Notices under the <i>Farm Debt Mediation Act</i>	Admin fee	\$100.00	\$100.00	\$100.00
<i>PLUS</i>	Per address	\$50.00	\$50.00	\$50.00
Execution searches	Each	\$20.00	\$20.00	\$20.00
Copies of executions (writs of seizure and sale)	Each	\$20.00	\$20.00	\$20.00
Corporate searches	Each	\$75.00	\$50.00	\$50.00
Notice of Registration of a Tax Arrears Certificate ("First Notices")	Per letter	\$20.00	\$20.00	\$20.00
Final Notices (including updating title search)	Each	\$175.00	\$185.00	\$185.00
<i>PLUS</i>	Per letter	\$20.00	\$20.00	\$20.00
Additional First Notices of Final Notices	Admin fee	\$100.00		
<i>PLUS</i>	Per letter	\$20.00		
Tax Sale				
Costs of advertising, auctioneer if required and survey if required are additional		\$875.00	\$700.00	\$700.00
Listing tax sale property with Ontario Tax Sales (advertising)		\$975.00	\$675.00	\$675.00
Notices to interested parties and Public Trustee after payment into court has been made	Each	\$20.00	\$20.00	\$20.00
Payment out of Court		\$975.00	\$975.00	\$975.00
<i>City's administrative fee for tax sale</i>		\$250.00	\$250.00	\$250.00
Extension Agreement				
Prepare Extension Agreement and present to Council for consideration		\$250.00	\$250.00	\$250.00
Other direct incidental costs:				
Costs for other direct incidental items not considered above to be established as incurred based on invoice cost, plus ten percent (10%).				

**Schedule P
Corporate Services**

Corporate Services	2016 Fee	2017 Fee	2018 Proposed Fee
Tax Arrears Certificate (includes water arrears)	\$40.00	\$40.00	\$40.00
Tax Inquiry / Water Inquiry	\$7.00	\$7.00	\$7.00
Returned Cheque Charge	\$25.00	\$25.00	\$25.00
Tax Bill Reprint	\$7.00	\$7.00	\$7.00
New Tax Roll Administration (New Account)	\$30.00	\$30.00	\$30.00
Assessment Roll Information (other than in person) – prepaid	\$15.00	\$15.00	\$15.00
Marriage License	\$125.00	\$125.00	\$125.00
Commissioner for Taking Affidavits (including HST) (per oath or declaration) (City business and pensions exempt)	\$15.00	\$15.00	\$15.00
Death Registrations	\$20.00	\$20.00	\$20.00
Photocopying (per page)	\$0.25	\$0.25	\$0.25
Certified Copy of Document	\$15.00	\$15.00	\$15.00
Encroachment Agreement – Application	\$300.00	\$300.00	\$300.00
– Annual	\$50.00	\$50.00	\$50.00
(survey and legal costs borne by applicant)			
Lease Agreements – Application	\$300.00	\$300.00	\$300.00
– Annual Minimum	\$100.00	\$100.00	\$100.00

Schedule Q
Port Colborne Historical and Marine Museum

		2016 Fee	2017 Fee	2018 Proposed Fee
Research Fees: The following applies to research conducted by Museum staff for others.				
Commercial Use	Per hour	\$60.00	\$60.00	\$60.00
Business Use	Per hour	\$40.00	\$40.00	\$40.00
Personal Use	Per hour	\$20.00	\$20.00	\$20.00
Student Use	Per hour	\$10.00	\$10.00	\$10.00
Unassisted Research		By Donation	By Donation	By Donation
Retrieval Fees: (Appointment Required)				
Artifact	Per item	\$15.00	\$15.00	\$20.00
Photograph	Per item	\$10.00	\$10.00	\$15.00
Photo Reproduction Fees: Copyright Restrictions Apply and a Reproduction Agreement must be signed				
Commercial Use	Per image	\$50.00	\$50.00	\$50.00
Business Use	Per image	\$30.00	\$30.00	\$30.00
Personal Use	Per image	\$30.00	\$30.00	\$20.00
*Excluding mailing costs				
Photocopies: *Copyright Restrictions Apply				
Black & White 8 x 10 copy paper	Per copy	\$0.25	\$0.25	\$0.25
Black & White > 8 x 10 copy paper	Per copy	\$0.50	\$0.50	\$0.50
Colour Copy	Per page	\$2.00	\$2.00	\$2.00
(Retrieval fees may apply)				
Tours:				
Group Tours (Minimum 10 people)	Per person	\$2.00	\$2.00	\$2.00
School Tours	Per student	\$2.00	\$2.00	\$2.00
Summer Camp	Per week		\$165.00	\$165.00
Off Site Tours – Cemetery, West St Humberstone, etc.	Per person		\$5.00	\$5.00
Admission Fees:				
Museum & Village		Donation Box	Donation Box	Donation Box
Canal Days – 13+ years	Per person	\$2.00	\$2.00	\$2.00
– 0 to 12 years	Per person	Nil	Nil	Nil
Christmas Festival		By Donation	By Donation	By Donation
Membership Fees:				
Students/Seniors (60+)		\$3.00	\$3.00	\$3.00
Individual		\$5.00	\$5.00	\$5.00
Family		\$10.00	\$10.00	\$10.00
Life Patron		\$100.00	\$100.00	\$100.00
Sustaining (Corporate)		By Donation	By Donation	By Donation

Schedule R
L.R. Wilson Heritage Research Archives

		2016 Fee	2017 Fee	2018 Proposed Fee
Research Fees: The following applies to research conducted by Museum staff for others.				
Commercial Use	Per hour	\$60.00	\$60.00	\$60.00
Business Use	Per hour	\$40.00	\$40.00	\$40.00
Personal Use	Per hour	\$20.00	\$20.00	\$20.00
Student Use	Per hour	\$10.00	\$10.00	\$10.00
Unassisted Research		By Donation	By Donation	By Donation
Retrieval Fees: (Appointment Required)				
Artifact/Archive	Per item	\$15.00	\$15.00	\$20.00
Photograph	Per item	\$10.00	\$10.00	\$15.00
Photo Reproduction Fees: Copyright Restrictions Apply and a Reproduction Agreement must be signed				
Commercial Use	Per image	\$50.00	\$50.00	\$50.00
Business Use	Per image	\$30.00	\$30.00	\$30.00
Personal Use	Per image	\$30.00	\$30.00	\$20.00
*Excluding mailing costs				
Photocopies: *Copyright Restrictions Apply				
Black & White 8 x 10 copy paper	Per copy	\$0.25	\$0.25	\$0.25
Black & White > 8 x 10 copy paper	Per copy	\$0.50	\$0.50	\$0.50
Colour Copy (Retrieval fees may apply)	Per page	\$2.00	\$2.00	\$2.00
Rental Fees for MacDonald Conference Hall: Contract must be signed				
4 hour rental		\$60.00	\$60.00	\$60.00
8 hour rental		\$100.00	\$100.00	\$100.00
Use of the following within MacDonald Conference Hall:				
Slide, Projector and Screen		\$5.00	\$5.00	\$10.00
Overhead Projector and Screen		\$5.00	\$5.00	\$10.00
Digital Projector and Screen		\$10.00	\$10.00	\$10.00
Sound System		\$10.00	Nil	Nil

**Schedule S
Port Colborne Market**

Schedule of Fees		2016 Fee	2017 Fee	2018 Proposed Fee
Large Stalls A, B, C, D (72 & 73) (1 & 1A), (15 & 16), (45 & 45A), (59 & 60), (61 & 62)	Per year Per year	\$225.00 \$215.00	\$230.00 \$220.00	\$235.00 \$225.00
All Others 2 stalls 1½ stalls 1 stall	Per year Per year Per year	\$205.00 \$175.00 \$140.00	\$210.00 \$180.00 \$145.00	\$214.00 \$184.00 \$148.00
Fee Per Use Additional stalls – yearly vendors (one only per vendor where feasible) 1 stall – daily vendors ½ stall – yearly & daily vendors	Per use Per use Per use	\$39.00 \$39.00 \$26.00	\$40.00 \$40.00 \$28.00	\$41.00 \$41.00 \$29.00
Electrical Supply One outlet:	Per year Per month Per day	\$90.00 \$16.00 \$6.00	\$95.00 \$20.00 \$6.50	\$97.00 \$21.00 \$6.75
Insurance* Yearly vendors Daily vendors *HST Exempt	Per year Per day	\$25.00 \$5.00	\$26.00 \$5.50	\$27.00 \$5.75
Daily Stall Cost* Rate Insurance Total *HST included	Per day Per day Per day	\$45.00 \$5.00 \$50.00	\$46.50 \$5.50 \$52.00	\$47.00 \$5.75 \$53.00

All Market Vendor fees shall be adjusted annually, without amendment to this By-Law, by the Consumer Price Index (CPI).

Schedule T
Services by By-Law Enforcement Division

Cutting Weeds			
Lot Size	2016 Fee	2017 Fee	2018 Proposed Fee
1 to 7,500 square feet	\$322.00	\$322.00	Actual costs
7,501 to 15,000 square feet	\$354.00	\$354.00	
15,001 to 30,000 square feet	\$386.00	\$386.00	
30,000 square feet to 1 acre	\$442.00	\$442.00	
> 1 acre to 1.5 acres	\$489.00	\$489.00	
> 1.5 acres to 2 acres	\$512.00	\$512.00	
Each additional acre	\$69.50	\$69.50	

Erection and Maintenance of Signs and Other Advertising Devices					
Sign Type	Size		2016 Fee	2017 Fee	2018 Proposed Fee
Awning	Each		\$50.00	\$50.00	\$51.00
Banner	Not exceeding 6.7 square meters	Per 15 days	\$15.00	\$15.00	\$16.00
Banner	Exceeding 6.7 square meters	Per 15 days	\$30.00	\$30.00	\$31.00
Billboard	Maximum 50 square meters	Per square meter	\$5.00	\$5.00	\$5.50
Facia	Maximum 15 square meters	Per square meter	\$5.00	\$5.00	\$5.50
Ground	Maximum 10 square meters		\$50.00	\$50.00	\$51.00
Mall		Per square meter	\$5.00	\$5.00	\$5.50
Pole / Pylon	Maximum 20 square meters	Per square meter	\$5.00	\$5.00	\$5.50
Portable	Maximum 9 square meters	Per 15 days	\$15.00	\$15.00	\$16.00
Projecting	Maximum 10 square meters		\$50.00	\$50.00	\$51.00
Roof	Maximum 50 square meters	Per square meter	\$5.00	\$5.00	\$5.50
Fees					
Sign Variance (non-refundable)			\$700.00	\$700.00	\$714.00
Order to Comply – administration fee			\$204.00	\$204.00	\$208.00

By-Law Enforcement Division Miscellaneous Fees

Schedule of Fees	2016 Fee	2017 Fee	2018 Proposed Fee
Fence By-Law			
Fence Variance (non-refundable)	\$450.00	\$450.00	\$459.00
Fence By-Law Order to Comply – application fee	\$204.00	\$204.00	\$208.00
Removal of Snow and Ice By-Law			
Snow clearing - per meter	\$10.50	\$10.50	\$11.00
Snow and Ice Removal By-Law Order to Comply – application fee	\$204.00	\$204.00	\$208.00
Regulate Noise By-Law			
Noise Variance – Private function taking place on private property (non-refundable)	\$150.00	\$150.00	\$153.00
Noise Variance – Private function taking place on City property (non-refundable)	\$100.00	\$100.00	\$102.00
On Street Parking Permits			
Initial Fee (per vehicle)	\$25.00	\$25.00	\$26.00
Replacement Fee (per vehicle)	\$40.00	\$40.00	\$41.00
Fail to display permit prominently	\$25.00	\$25.00	\$26.00
Park without permit	\$50.00	\$50.00	\$51.00

Maintenance of Property and Land

Schedule of Fees	2016 Fee	2017 Fee	2018 Proposed Fee
Re-inspection fee*	\$95.00	\$95.00	\$97.00
Minimum maintenance fee	\$170.00	\$170.00	\$174.00
Administration fee	Add 15%	Add 15%	Add 15%
Mailing fee	\$25.00	\$25.00	\$26.00
*Re-inspection fee is payable where violation still exists.			

Site Alteration

Schedule of Fees		2016 Fee	2017 Fee	2018 Proposed Fee
Basic fee for affected land area of 1 hectare for a 6 month permit	Per application	\$100.00	\$100.00	\$102.00
Additional fee per hectare or fraction thereof over one hectare (Example: 15 ha site = \$100 + (\$20 x 14 ha) = \$380)	Per hectare	\$20.00	\$20.00	\$21.00
Maximum fee for a 6 month permit	Per application	\$1,000.00	\$1,000.00	\$1,020.00
NOTE: Fees include inspection of control plans and site by City staff				
Permit extension fee – per hectare (Example: same 15 ha site = (\$20 x 15 ha) = \$300)	Per hectare	\$20.00	\$20.00	\$21.00

Trees

Schedule of Fees		2016 Fee	2017 Fee	2018 Proposed Fee
Tree Trimming	Per hour	\$200.00	\$200.00	\$204.00
Tree Removal	Per hour	\$300.00	\$300.00	\$306.00
Stump Removal	Per hour	\$100.00	\$100.00	\$102.00
Tree Replacement	Per tree	\$350.00	\$350.00	\$357.00
Tree Inspection – by Arborist	Per report	\$500.00	\$500.00	\$510.00
Municipal Consent for Tree Removal		Nil	Nil	Nil

Exotic Pets

Schedule of Fees		2016 Fee	2017 Fee	2018 Proposed Fee
For the first animal of each species		\$20.00	\$20.00	\$21.00
For the second and third animal of each species		\$2.00	\$2.00	\$2.50
For each species the aggregate of which exceed three in number		\$1.00	\$1.00	\$1.50
Maximum Licensing fee*		\$5,000.00	\$5,000.00	\$5,100.00
*regardless of the number of animals, animal species or sub-species held in a single location				

Schedule U
Cemeteries of the City of Port Colborne

		2016 Fee	2017 Fee	2018 Proposed Fee
Opening and Closing Fees and Charges				
Regular Single Grave				
Summer (April – November): Grave Opening and Closing	Monday to Friday	\$950.00	\$950.00	\$969.00
Summer (April – November): Grave Opening and Closing	Saturday and Holidays	\$1,050.00	\$1,050.00	\$1,071.00
Winter (December – March): Grave Opening and Closing	Monday to Friday	\$1,150.00	\$1,150.00	\$1,173.00
Winter (December – March): Grave Opening and Closing	Saturday and Holidays	\$1,250.00	\$1,250.00	\$1,275.00
Baby Grave Opening and Closing	Monday to Friday	\$350.00	\$350.00	\$357.00
Baby Grave Opening and Closing	Saturday and Holidays	\$370.00	\$370.00	\$377.00
Cremation Openings (no vault, cremation plot or lot)	Monday to Friday	\$500.00	\$500.00	\$510.00
Cremation Openings (no vault, cremation plot or lot)	Saturday and Holidays	\$575.00	\$575.00	\$586.00
Cremation Openings (plus vault no larger than 15" x 15")	Monday to Friday	\$560.00	\$560.00	\$571.00
Cremation Openings (plus vault no larger than 15" x 15")	Saturday and Holidays	\$650.00	\$650.00	\$663.00
Cremation Lot Fee (2 nd , 3 rd , 4 th)	On Existing Plot	\$200.00	\$200.00	\$204.00
Columbarium Openings and Closing	Monday to Friday	\$125.00	\$125.00	\$128.00
Columbarium Openings and Closing	Saturday and Holidays	\$150.00	\$150.00	\$200.00
Cemetery Services and Interment Rights Prices				
Columbarium, each crypt (includes perpetual care of 40%)	R1 Top	\$1,500.00	\$1,500.00	\$1,530.00
	R2	\$1,450.00	\$1,450.00	\$1,479.00
	R3	\$1,400.00	\$1,400.00	\$1,428.00
	R4	\$1,350.00	\$1,350.00	\$1,377.00
Single Lot or Grave (includes perpetual care of 40%)	3.5' x 9.0'	\$1,350.00	\$1,350.00	\$1,377.00
Cremation Lot (includes perpetual care of 40%)	2' x 2'	\$475.00	\$475.00	\$485.00
Baby Lot (includes perpetual care of 40%)	Size determinant	\$350.00	\$350.00	\$357.00
Corner Posts	Per set of four	\$225.00	\$225.00	\$230.00
Installation of footing foundation for marker or monument	Per cubic foot	\$30.00	\$30.00	\$40.00
Monument or marker (>42" above grade)	Per inch	\$25.00	\$25.00	\$26.00
Perpetual care markers (owner supplied)	Flat stone on grade	\$50.00	\$50.00	\$51.00
Perpetual care markers (owner supplied)	Marker above grade	\$100.00	\$100.00	\$102.00
Disinter (opening fee plus actual cost to disinter)		\$950.00	\$950.00	\$969.00
Transfer Fee		\$25.00	\$25.00	\$26.00

Schedule V
Services by Planning and Development Division

Application	2016 Fee	2017 Fee	2018 Proposed Fee
Official Plan			
Official Plan Amendment	\$4,000.00	\$4,400.00	\$4,400.00
Adjournment of an Official Plan Amendment (at applicant's request)	\$500.00	\$700.00	\$700.00
Zoning By-Law			
Zoning By-Law Amendment	\$3,500.00	\$3,900.00	\$3,900.00
Adjournment of a Zoning By-Law (at owner's request)	\$500.00	\$700.00	\$700.00
Removal of a Holding Symbol	\$700.00	\$1,000.00	\$1,000.00
Temporary Use By-Law	\$3,000.00	\$3,900.00	\$3,900.00
Preparation of a Temporary Use Agreement	\$1,500.00	\$1,800.00	\$1,800.00
Extension of a Temporary Use	\$1,500.00	\$1,500.00	\$1,500.00
Plan of Subdivision/Condominium			
Draft Plan Approval	\$5,000.00	\$6,500.00	\$6,500.00
Redline Revisions/Change of Conditions to Draft Plan	\$1,700.00	\$2,000.00	\$2,000.00
Extension to Draft Plan Approval	\$1,000.00	\$1,500.00	\$1,500.00
Condominium Conversion	\$4,000.00	\$6,500.00	\$6,500.00
Final Plan Approval	\$2,000.00	\$1,500.00	\$1,500.00
Amendment to Subdivision/Condo Agreement	N/A	\$2,000.00	\$2,000.00
Part Lot Control	\$700.00	\$1,000.00	\$1,000.00
Deeming By-Law	\$200.00	\$400.00	\$400.00
Discharge of a Subdivision/Condominium Agreement	\$900.00	\$1,000.00	\$1,000.00
Validation Order By-Law	\$750.00	N/A	N/A
Site Plan Control			
Site Plan Control Approval	\$3,000.00	\$3,400.00	\$3,400.00
Amendment to Site Plan Agreement	\$1,200.00	\$1,500.00	\$1,500.00
Discharging of a Site Plan Agreement	\$900.00	\$1,000.00	\$1,000.00
Commitment of Adjustment			
Minor Variance/Expansion of Non-Conforming Use	\$750.00	\$1,150.00	\$1,150.00
Minor Variance (Building without a Permit)	\$1,050.00	\$1,500.00	\$1,500.00
Consent (new lot)	\$1,100.00	\$1,600.00	\$1,600.00
Easement	\$850.00	\$1,100.00	\$1,100.00
Lot Addition/Boundary Adjustment	\$850.00	\$1,100.00	\$1,100.00
Adjournment of a Consent or Variance (at applicant's request)	\$300.00	\$500.00	\$500.00
Changes to Consent Conditions	\$300.00	\$500.00	\$500.00
Final Certification Fee	\$200.00	\$200.00	\$200.00
Validation of Title	N/A	\$900.00	\$900.00

Application	2016 Fee	2017 Fee	2018 Proposed Fee
Miscellaneous			
Quarry/Pit Establishment or Expansion	N/A	\$60,000.00	\$60,000.00
Telecommunication Facilities Consultation Process	\$1,000.00	\$1,500.00	\$1,500.00
Compliance Letter	\$115.00	\$125.00	\$125.00
Compliance Letter Express (within 3 days)	\$160.00	\$180.00	\$180.00
Development Agreement	\$2,000.00	\$2,400.00	\$2,400.00
Discharging of a Development Agreement	\$900.00	\$900.00	\$900.00
Front Ending Agreement	\$1,500.00	\$1,500.00	\$1,500.00
OMB Subpoena – first day	\$600.00	\$600.00	\$600.00
– thereafter	\$400.00	\$400.00	\$400.00
Pre-consultation Report (when requested)	\$200.00	N/A	N/A
Combined Applications			
Official Plan & Zoning By-Law Amendments	\$6,500.00	\$7,500.00	\$7,500.00
Official Plan, Zoning By-Law Amendments & Draft Plan of Subdivision/Condo.	\$11,500.00	\$12,500.00	\$12,500.00
Zoning By-Law Amendment & Draft Plan of Subdivision/Condo.	\$7,500.00	\$8,500.00	\$8,500.00
Official Plan & Zoning By-Law Amendment & Site Plan Control	\$8,500.00	\$9,500.00	\$9,500.00
Zoning By-Law Amendment & Site Plan Control	\$5,500.00	\$5,500.00	\$5,500.00
Consent & Minor Variance	\$1,550.00	\$2,100.00	\$2,100.00
Consent & Development Agreement	\$2,100.00	\$3,500.00	\$3,500.00
Consent/Lot Addition & Zoning By-law Amendment	N/A	\$4,500.00	\$4,500.00
Minor Variance & Development Agreement	\$1,750.00	\$3,000.00	\$3,000.00
Submission Deadlines and Accelerated Applications			
Please be advised that the Planning Act requires Notice of Public Hearing be given no later than 20 days before a scheduled public meeting for a Zoning By-Law Amendment and Official Plan Amendment, 14 days for a Plan of Subdivision and Consent Application, and 10 days for a Minor Variance application. In order to allow sufficient review time of an application, all applications should be submitted at least 14 days before the last day for giving Notice of Public Hearing under the Planning Act.			
While it is an objective of the Planning and Development Division to process applications in an expeditious manner within the time frame established in the Planning Act, an applicant may wish to consider an accelerated application in the event processing is needed immediately and City resources and/or notice requirements are limited. Fees for an accelerated application will be assessed based on overtime incurred by staff to process the application at the rates listed below:			
Staff Rates:	Director of Planning and Development	\$220/hour	
	Planner	\$150/hour	
	Planning Technician / Clerical	\$100/hour	
Applicants should note that no application shall take priority over other applications being processed solely on the basis of the applicant having paid an accelerated fee.			

Refund of Fees

If an application is withdrawn before circulation to commenting agencies, ninety percent (90%) of the fee will be refunded. If withdrawn after circulation, but before notice of the public meeting is given, fifty percent (50%) of the fee will be refunded and if withdrawn after the notice of public meeting is given, but before the Planning and Development Services division Recommendation Report is prepared, twenty five percent (25%) of the fee will be refunded.

Reactivation

Any application which has been withdrawn and/or has been inactive for one year shall be considered abandoned and a full fee shall be required to activate a new application.

Notes

Additional fees for most applications are required for Niagara Regional Development Services and the Niagara Peninsula Conservation Authority review. Applicants are recommended to contact each agency for their respective Fee Schedule. If fees are required, applicants must make out separate cheques payable to each agency at the time of application submission to the City.

A 50% reduction in the fees payable will be applicable to all properties that are located within the project area boundaries of the Olde Humberstone Main Street Community Improvement Plan, the Downtown Central Business District Community Improvement Plan and East Waterfront Community Improvement Plan.

The Regional Municipality of Niagara shall be exempt from this Fee Schedule.

Schedule W
Maintenance and Occupancy of Property

Schedule of Fees		2016 Fee	2017 Fee	2018 Proposed Fee
Issuance of Certificate of Compliance				
1-5 Dwelling Units	Per Dwelling Unit	\$50.00	\$50.00	\$51.00
More than 5, but not exceeding 25 Dwelling Units	Per certificate	\$250.00	\$250.00	\$255.00
<i>PLUS</i>				
More than 25 Dwelling Units	Per Dwelling Unit	\$10.00	\$10.00	\$10.50
	Per certificate	\$400.00	\$400.00	\$408.00
<i>PLUS</i>				
Other	Per Dwelling Unit	\$10.00	\$10.00	\$10.50
Vacant Property		\$75.00	\$75.00	\$77.00
		\$100.00	\$100.00	\$102.00
Inspection Fees				
Registering Order on Title	Per Title	\$50.00	\$50.00	\$51.00
Compliance Inspection & Removing Order <i>(Inspection Fee, Removal and Response to Lawyer)</i>	Per Order	\$100.00	\$100.00	\$102.00
Additional Inspection for Compliance	Each	\$30.00	\$30.00	\$31.00
Appeal Fees				
Apply for an Appeal (non-refundable)	Per Appeal	\$250.00	\$250.00	\$255.00
Other Fees				
Order to Comply		\$204.00	\$204.00	\$208.00

Schedule X

Permits for Construction, Demolition, Occupancy and Change of Use, Transfer of Permits and Inspections

Construction				
New Building Construction and Additions^{6,8}	Permit Fee Details¹⁻¹⁶	2016 Fee	2017 Fee	2018 Proposed Fee
Major Occupancy⁷				
Group A – Assembly Occupancies Examples: School, church, restaurant, daycare, hall, transit, recreation facility, other	Per square foot	\$1.15	\$1.15	\$1.21
Group B – Institutional Occupancies Examples: Hospital, retention facility, nursing home, other	Per square foot	\$1.26	\$1.26	\$1.50
Group C – Residential Occupancies				
Single detached dwelling	Per square foot	\$1.05	\$1.05	\$1.15
Semi-detached dwelling, duplex dwelling	Per square foot	\$1.05	\$1.05	\$1.15
Townhouse	Per square foot	\$1.05	\$1.05	\$1.15
Multiple unit dwellings, apartment building, townhouse	Per square foot	\$0.84	\$0.84	\$1.15
Hotels, motels	Per square foot	\$0.84	\$0.84	\$1.15
Other residential	Per square foot	\$0.84	\$0.84	\$1.15
Group D – Business/Personal Services Occupancies Examples: Office, bank, medical, police station, other	Per square foot	\$1.05	\$1.05	\$1.15
Group E – Mercantile Occupancies Examples: Store, shopping mall/plaza, shop, market, retail, other	Per square foot	\$1.05	\$1.05	\$1.15
Group F – Industrial Occupancies Examples:				
Industrial mall/plaza/garage, plant, factory, warehouse, other	Per square foot	\$0.68	\$0.68	\$0.75
Industrial buildings with no partitions, no plumbing and no mechanical	Per square foot	\$0.37	\$0.37	\$0.45
Special Categories/Occupancies				
Farm building, greenhouse	Per square foot	\$0.27	\$0.27	\$0.28
Park Model Trailer		\$160.00	\$160.00	\$200.00
Tent, temporary fabric structure	Each	\$0.10 sq.ft.	\$0.10 sq.ft.	\$200.00
Renewable Energy Projects		See note 12	See note 12	See note 12
Houses: ¹⁴				
Garage, carport	Per square foot	\$0.53	\$0.53	\$0.56
Covered deck/porch	Per square foot	\$0.32	\$0.32	\$0.34
Uncovered deck/porch	Per square foot	\$0.27	\$0.27	\$0.28
Sunroom/solarium	Per square foot	\$0.63	\$0.63	\$0.66
Shed/accessory building	Per square foot	\$0.32	\$0.32	\$0.34

Alterations	Permit Fee Details¹⁻¹⁶	2016 Fee	2017 Fee	2018 Proposed Fee
Unfinished basement (new or replaced foundation)	Per square foot	\$0.27	\$0.27	\$0.28
Under pinning foundation		See note 12	See note 12	See note 12
Roof structure	Per square foot	\$0.11	\$0.11	\$0.12
Fireplace, woodstove, chimney		\$105.00	\$105.00	\$110.00
Interior Alterations:				
Interior alterations, all occupancies, except finished basements	Per square foot	\$0.32	\$0.32	\$0.55
Finishing basement	Per square foot	\$0.27	\$0.27	\$0.55
Other minor alteration		See note 12	See note 12	See note 12

Partial Permit/Staged Construction¹¹	2016 Fee	2017 Fee	2018 Proposed Fee
All partial permits subject to a surcharge applied to the stage permit value	50%	50%	50%
Foundation Stage¹¹			
Complete to grade including or excluding underground services within building	15%	15%	15%
Building Shell Stage¹¹			
Completed structural shell stage	40%	40%	40%
Completed architectural shell stage	80%	80%	80%
Building Completion Stage¹¹			
Includes completed building stage	100%	100%	100%

Plumbing Only	Permit Fee Details¹⁻¹⁶	2017 Fee	2017 Fee	2018 Proposed Fee
Fixture; plumbing appliance; stack; interceptor; tank; floor drain; sewage ejector; sump; manhole; catchbasin; rain water leader; other	Each	\$8.50	\$8.50	\$8.93
All buried piping including building drain and sewer; building storm drain and sewer; storm drainage piping; water service pipe	Per linear foot	\$1.00	\$1.00	\$1.05
Water distribution pipe inside a building	Each	\$105.00	\$105.00	\$110.00
Residential¹⁴				
Replace buried water service, sanitary drains or storm drains (single fee applies if multiple services are replaced at the same time)	Each	N/A	N/A	\$200.00

Mechanical HVAC Only	Permit Fee Details¹⁻¹⁶	2016 Fee	2017 Fee	2018 Proposed Fee
Group A, B, C (except houses), D E Houses	Per square foot	\$0.07 \$105.00	\$0.07 \$105.00	\$0.08 \$110.00
Group F Commercial type Kitchen Exhaust	Per square foot	\$0.06 See note 12	\$0.06 See note 12	\$0.07 See note 12

Pool	2016 Fee	2017 Fee	2018 Proposed Fee
Public pool	\$315.00	\$315.00	\$331.00
Private pool	\$128.00	\$125.00	\$131.00

Designated Structure	2017 Fee	2017 Fee	2018 Proposed Fee
As defined in OBC.	See note 12	See note 12	See note 12

Demolition	Permit Fee Details¹⁻¹⁶	2016 Fee	2017 Fee	2018 Proposed Fee
Houses ¹⁴ and buildings less than 3,000 square feet (gross area)	Per square foot	\$105.00	\$105.00	\$110.00
Other demolitions		\$0.06	\$0.06	\$0.07

Conditional¹⁵	2016 Fee	2017 Fee	2018 Proposed Fee
Surcharge	50%	50%	50%

Change of Use	2016 Fee	2017 Fee	2018 Proposed Fee
Permit for the change of use of a building or part thereof (additional fees apply where construction is proposed)	\$105.00	\$105.00	\$120.00

Occupancy	2016 Fee	2017 Fee	2018 Proposed Fee
<i>Permit to allow occupancy</i>			
Houses, semi-detached dwellings, townhouses	\$105.00	\$105.00	\$110.00
Other buildings	\$105.00	\$105.00	\$110.00
<i>Permit to allow partial occupancy</i>			
For area of building to be occupied (per square foot gross floor to be occupied)	N/A	N/A	\$0.07
Review of proposed application	N/A	N/A	\$100/hour

Transfer	2016 Fee	2017 Fee	2018 Proposed Fee
Transfer of permit to a new owner	\$105.00	\$105.00	\$110.00

Deposits Required for Permits		2016 Fee	2017 Fee	2018 Proposed Fee
New Main Buildings	Houses	\$1,000.00	\$1,000.00	\$1,050.00
	Other than Houses	\$500.00	\$500.00	\$525.00
Additions, Accessory	Houses	\$500.00	\$500.00	\$525.00
	Other than Houses	\$500.00	\$500.00	\$525.00
Alterations	Houses	\$500.00	\$500.00	\$525.00
	Other than Houses	\$500.00	\$500.00	\$525.00
Demolitions	Main Building	\$2,000.00	\$2,000.00	\$2,100.00
	Accessory, Partial	\$500.00	\$500.00	\$525.00
Pools	In ground	\$500.00	\$500.00	\$525.00
Other	See note 4	\$500.00	\$500.00	\$525.00
New Main Buildings and Additions and Renovations	Industrial, Commercial Institutional and Residential other than Houses	\$1,000.00	\$1,000.00	\$1,050.00
Lot Grading Deposit	All categories of construction (as necessary)	\$2,000.00	\$2,000.00	\$2,100.00

Notes:

1. No deposit is required for the following:
 - a) Uncovered decks on piers
 - b) Tents and fabric structures
2. "Houses" includes single detached, semi-detached, duplexes, triplexes and townhouses.
3. "Other than Houses" includes Plumbing only, Mechanical HVAC only, Designated Structures, etc.
4. The requirement for a new deposit may be waived where the City already holds a deposit with an owner on the same property with respect to an open permit file with the City, provided:
 - a) The deposit already held is equal or larger than the amount specified in this Schedule.
 - b) There is no existing damage to City property as a result of work on the lot.
 - c) The existing deposit is recorded on all applicable permit files as being held as security for other permits.

Additional Fees and Charges	2016 Fee	2017 Fee	2018 Proposed Fee
Discharge of an Order from property title	\$735.00	\$735.00	\$772.00
Submitting an application for Permit Minimum non-refundable fee for submitting all permit applications	\$105.00	\$105.00	\$105.00
<i>Alternative Solution</i> application (per hour, minimum 4 hours)	N/A	N/A	\$100.00

Refund of Permit Fees	2016 Fee	2017 Fee	2018 Proposed Fee
Permit Issued. Administration functions only have been performed. No field inspections have been performed.	50%	50%	50%
Additional deduction from eligible refund for each field inspection that had been performed.	\$50.00	\$50.00	\$100.00
Notes:			
<ol style="list-style-type: none"> 1. No refund will apply one year after date of permit issuance. 2. If the calculated refund is less than the minimum fee applicable to any permit, no refund shall be made of the fees paid. 3. No permit fee shall be refunded where the permit has been revoked by the Chief Building Official in accordance with the Act. 			

- ¹ Permit fee is \$/square foot, \$/linear foot, or \$ (flat rate).
- ² Square foot is gross of all floors above grade measured from the outer face of exterior walls, unless noted otherwise. Mezzanines, lofts, habitable attics and dwelling units below grade are included as floor areas for permit fee calculations.
- ³ Where there is no floor or exterior walls for the project, square foot is the greatest horizontal area of the structure. For example, buildings or structures supported by posts or columns.
- ⁴ \$105.00 paid at time of application plus \$50.00 for each additional inspection in excess of one where the building is not ready for occupancy and which must be paid prior to issuance of Occupancy Permit.
- ⁵ There are no deductions from the gross floor area for openings such as stairs, elevators, shafts, etc.
- ⁶ Cellars, unfinished basements and crawl spaces are not used in the fee calculation for new construction.
- ⁷ Major occupancy is based upon the Ontario Building Code.
- ⁸ New construction and additions include plumbing, HVAC and all other regulated building services/components.
- ⁹ Minimum permit fee is \$105.00
- ¹⁰ Revision or amendment to an open permit is a minimum \$50.00 fee plus \$50.00 per hour of administration time.
- ¹¹ For a Partial Permit, the percentage shown for the applicable stage of construction (minus the percentage for any previous Partial Permits) must be multiplied by the applicable permit application fee shown for new construction and then increased by a 50% administrative surcharge to obtain the required total fee for that stage.
- ¹² If the work regulated by the permit cannot be described otherwise, the permit application fee shall be \$13.00 for each \$1,000.00 value of work proposed.
- ¹³ Houses in Special Categories and Alterations includes semi-detached, duplexes, triplexes, and townhouses.
- ¹⁴ See "Deposits Required for Permits" for deposits which may be required.
- ¹⁵ The fee for a Conditional Permit is equal to the regular permit fee described above plus an additional administrative surcharge of 50% of the regular permit fee. If the Conditional Permit also happens to be a Partial Permit, the Partial Permit fee already increased by 50% must be increased by an additional 50% to obtain the required total fee.
- ¹⁶ A 50% reduction in the fees payable will be applicable to all properties that are located within the project area boundaries of the Olde Humberstone Main Street Community Improvement Plan, the Downtown Central Business District Community Improvement Plan, Brownfield Community Improvement Plan and East Waterfront Community Improvement Plan.

USER GROUP RATING SCHEDULE – City of Port Colborne
\$2,000,000 Commercial General Liability

Sport Activities

Low Risk Activities: Badminton, Bowling, Curling, Dance Lessons, Horseshoes, Tennis

Medium Risk Activities: Baseball, Basketball, Field Hockey, Floor Hockey, Handball, Racquetball, Soccer, Softball, Squash, Swimming with Lifeguard, Non-Contact Touch / Flag Football, Track & Field, Volleyball

Excluded Activities: Alpine Skiing, Boxing, Climbing Walls, Contact Hockey, Contact Martial Arts, Cycling, Fireworks, Gymnastics, Horse Related, Kickboxing, Lacrosse, Minor Hockey (18 & under), Rugby, Skateboarding/Skateboard Parks, Snowboarding, Tackle Football

Refer to McAvoy, Belan & Campbell for all other sports

Insurance inquiries & non-Canadian User Groups must be referred to MBC

Type of Event	# of Participants	Premium		
		Low	Medium	High
Hourly Rate for Sports-occasional use (1 day or less) (Excluding hockey)	1-100	1.35	2.38	Refer
	100-250	2.39	6.35	Refer
One Day Sporting Events / Tournaments	1-100	\$23.68	\$45.36	Refer
	101-250	\$32.40	\$85.05	Refer
	251- 500	\$56.70	\$113.40	Refer
Two to Three Day Sporting Events / Tournaments	1-100	\$45.36	\$90.72	Refer
	101-250	\$68.04	\$141.75	Refer
	251- 500	\$113.40	\$192.78	Refer
Multi-day Sporting Events / Tournaments over 500 participants or more than 3 Days		Refer	Refer	Refer
All Season Sporting Activities (except hockey)	1-50	\$85.05	\$113.40	Refer
	51-100	\$113.40	\$141.75	Refer
	101-250	\$141.75	\$170.10	Refer
	over 250	Refer	Refer	Refer
Beer Garden – applicable to sporting events (Premium is <u>in addition</u> to Sport Tournament Rate)	1-100	\$113.40/day		
	101-250	\$170.10/day		
	251-500	\$226.80/day		
	Over 500	Refer		
Occasional Recreational Pool Use (if applicable)	Up to 2 hours \$8.53	Over 2 hours \$17.01		

Recreational Non-Contact Ice Hockey	Season September – April	Season May - August
Adult pickup – max 30 players	\$141.75	\$113.40
Adult league	\$255.15/team	Refer
Adult tournaments	Up to 8 teams	\$283.50
	9 – 16 Teams	\$425.25
	Larger Tournaments	Refer
One time recreational adult hockey	1 – 30 players	\$8.10 (max. 1½ hrs)
One time recreational skating • No sticks or pucks	1 - 25 participants	\$8.51 (max. 1½ hrs)
	26 – 100 participants	\$15.88 (max. 1½ hrs)
	101 – 250 participants	\$28.35 (max. 1½ hrs)

Recreational Non-Contact Ball/Roller Hockey	Season September - April	Season May - August
Pickup – max. 30 players	\$108	\$113.40
League	Refer	Refer

Meetings & Events

Type of Event	# Participants	Premium	
Meetings – <u>No Alcohol</u> (including arts & craft, bridge, etc.) • seasonal – monthly: 3 times rate • seasonal – weekly: 5 times rate	1-500 over 500	\$2.84 Refer	
Events		No Alcohol	With Alcohol
	1-100	\$56.70	\$141.75
	101-250	\$113.40	\$255.15
	251-500	\$170.10	\$311.85
	501-1000 over 1000	\$283.50 Refer	Refer Refer
2-3 day meetings/events		Twice Daily Rate	
4-5 day meetings/events		Triple Daily Rate	
Annual Monthly Meetings		Five Times Daily Rate	
Children's Birthday Parties	Birthday Party and/or Meeting Room	\$2.27/hour	
	Party and/or Meeting Room and/or Sports (Sports include gym, pool or arena use)	\$4.54/hour	
Camp Programs		Refer	

PROVINCIAL TAXES INCLUDED

User Group Coverage for the City of Port Colborne

SPORT & RECREATION LIABILITY INSURANCE

Why Liability Insurance?

Because of your operations, or actions, you are open for possible suit from third parties. You may not be liable but you will need to be defended in court. A Liability policy pays for this defence as well as any costs found against you. Legal fees can be very expensive and this can be an affordable way to have them covered.

This policy covers your legal liability for bodily injury to or damage to property of others such as spectators, passers-by, property owners and others resulting from your activity. In addition, your legal liability for injury to participants is covered in most cases (a few sports disciplines may not be eligible).

Who Is Insured?

Any group using the facilities of the community centre or municipality who does not have access to other insurance.

Activities Covered

Consist of sports and recreation events sanctioned or authorized by you.

Who is Covered?

All members collectively including Executives, Managers, Coaches, Trainers, Officials, Event Organizers and Volunteers while acting within the scope of their duties on your behalf.

Eligibility

The program is designed principally for sport and recreation groups at local levels.

Coverage Provided

Through All Sport Insurance and Marketing Ltd., and Underwriting through Lloyd's of London.

Claims Service

Is available on a national basis from specialists who have a wide range of services at their disposal.

General Liability Insurance

Limit - \$2,000,000

Including the following extensions:

- Premises, Property and Operations
- Products and Completed Operations
- Blanket Contractual
- Personal Injury (libel and slander)
- Employees as Additional Insured
- Cross Liability
- Tenants Legal Liability

A deductible of \$500 applies to bodily injury, property damage and legal expenses.

The description of coverage contained herein is not complete, and reference must be made to the actual terms and conditions of the applicable policy forms. For further information please contact us.