



Date:	22/06/2021
Refer to:	Council
Meeting Date:	June 28, 2021
Action:	null
Notes:	Report
Copies to:	

Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From:	Sheila Strain CPA, CGA
Position:	Interim Director of Finance/Treasurer
Title / Subject:	Municipal Fees & Charges
Date of Report:	June 18, 2021
Date of Meeting:	June 28, 2021
Report No:	2021-CO-28

1.0 Issue / Origin

Annually, municipalities will review their fees bylaw are recommend changes – increases or decreases – as well as introduce new fees. This review is normally undertaken earlier in the year however has been delayed due to staff changes.

2.0 Background

Section 391 of the *Municipal Act*, S.O. 2001, as amended, permits municipalities to impose fees for services and activities provided or done by the Corporation and to charge for the use of municipal property. The Township enacted By-law Number 2420-2012-FI on June 11th, 2012 to update fees for a variety of services provided by a number of departments including Clerk's, Treasury, Public Works, and Parks & Recreation services/rentals and has generally been indexed annually since adoption. This by-law does not address fees collected for the issuance of building permits nor planning fees as they are addressed through individual by-laws.

3.0 Analysis

Staff have undertaken a review of the fees and would typically propose that a general increase relative to the cost of living be levied for most of the fees imposed under the by-law. The average cost of living increase for 2020 was 1.9%. Based on the long-term economic impacts of the pandemic, staff are proposing to keep the majority of fees unchanged. There are a minor increases proposed and outlined below based on service delivery and review of fees with surrounding municipalities. Fees continue to be rounded to the nearest even dollar amount to simplify all fees, particularly those usually paid by cash. In addition to the fee increases, there are new fees proposed, also outlined below.

Schedule A - Clerks/Administration/Animal Services

Fee	2020	2021
Zoning Confirmation Letter	\$152.55	\$158.20
Licence – Kennel – New	\$275.00	\$285.00
Licence – Kennel – Renewal	\$195.00	\$200.00
Marriage Licence	\$130.00	\$135.00

Schedule B – Treasury

Fee	2020	2021
Mortgage Company Requests (per roll no.)	\$10.00	\$15.00
Refund tax payment made in error by Mortgage Co. or lawyers	\$0.00	\$25.00
Payment Processing fee for non-approved payment methods	\$0.00	\$25.00

Schedule C – Public Works – Roads

Fee	2020	2021
Entrance Inspection (Existing Entrance)	\$209.50	\$214.70
Entrance Inspection (New)	\$389.85	\$401.15
Entrance Installation (with 16'x26" culvert)	\$2,039.65	\$2,101.86
Entrance Installation (time & material only)	\$949.20	\$977.45
Road Occupancy Permit	\$389.95	\$401.15

Schedule D – Public Works – Parks and Recreation

Fee	2020	2021
Harbour – Seasonal Berthing Rate – Beaverton	\$632.80	\$649.75
Harbour – Seasonal Berthing Rate –Thorah Island	\$632.80	\$649.75

Advertising Rates – Arena

On June 22, 2020 Council approved report 2020-PWF-06 whereas the Township assumed the coordination and collection of advertising. At that time, staff indicated any proposed changes would be reported back. Based on many factors, including municipal comparisons, process improvements both administratively and practically, and simplification of process for both staff and advertisers, the advertising rates have been revamped and are now offered on a year basis only, eliminating multi year and/or venue contracts. This has resulted in a small reduction in annual fees.

Fee	2020	2021
Wall Signs per year	\$197.75	\$186.45
Rink Board Signs per year	\$389.85	\$378.55
Ice Resurfacer per year; Panel A – Front	\$429.40	\$418.10
Ice Resurfacer per year; Panel B – Right or Left	\$508.50	\$497.20

Schedule E – Fire

Fee	2020	2021
Compliance Letter	\$146.90	\$152.55

Schedule F – Animal Services

Fee	2020	2021
Surrender Fee – Dog	\$0.00	\$75.00
Surrender Fee – Cat	\$0.00	\$40.00
Surrender Fee – Cat & litter of kittens	\$0.00	\$100.00

Also new to the fees bylaw are boarding fees at Dench Animal Shelter and Brock Animal Shelter.

4.0 Related Policies / Procedures

Section 391 of the *Municipal Act*, S.O. 2001, as amended, permits municipalities to impose fees for services and activities provided or done by the Corporation and to charge for the use of municipal property. The Township enacted By-law Number 2420-2012-FI on June 11th, 2012 which will be repealed and replaced with a new fees by-law.

5.0 Financial / Budget Assessment

Fee increases have been kept to a minimum to recognize the impact of COVID on the community. Increases reflect the staff and administrative time needed to provide services while considering similar charges in surrounding municipalities. The revamp of the Arena Advertising Fee will benefit the Township, with improved processes, and the community, with lower annual costs and better customer service.

6.0 Communications

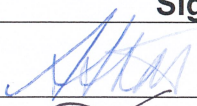
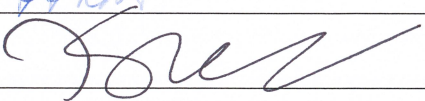
The Fees Bylaw will be posted on the Township's website upon Council's approval

7.0 Conclusion

Staff have completed a full review of fees and propose the following fees effective July 1, 2021. There are minimal increases to reflect the impact of COVID on our community.

8.0 Recommendation

That Council approve the Fees Bylaw as attached.

Title	Name	Signature	Date
Interim Director of Finance/Treasurer	Sheila Strain		June 22, 2021
Chief Administrative Officer	Ingrid Svelnis		June 22, 2021

Schedule A

Clerk's and Administration Department

Clerk's/Administration Department			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Commission Affidavits & Certify True Copies – Residents (Up to 5 Documents)	Exempt	\$10.00	
Commission Affidavits & Certify True Copies – Non-Resident (Up to 5 Documents)	Exempt	\$25.00	
Pension Affidavits (Seniors)	Exempt	Exempt	
Zoning Confirmation Letter	Taxable	\$140.00	\$158.20
Subdivision Compliance Letter	Taxable	\$135.00	\$152.55
Road Assumption Verification Letter	Taxable	\$135.00	\$152.55
Heritage Act Verification Letter	Taxable	\$135.00	\$152.55
Photocopies (per page)	Taxable	\$0.48	\$0.55
Council & Committee Agenda/Minutes - Annual Subscription (Paper)	Taxable	\$550.00	\$621.50
Document Search - Non Freedom of Information Act - Per Hour (\$20.00 Minimum)	Taxable	\$65.00	\$73.45
Lease Transfer	Taxable	\$850.00	\$960.50
Film Permit (per film)	Exempt	\$850.00	
Closed Meeting Investigator Request Fee	Exempt	\$35.00	
Municipal Consent Forms for Liquor Licence Applications	Exempt	\$25.00	

Schedule A

Clerk's and Administration Department

<u>Licence Fees</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Billiard, Pool or Bagatelle Table (one)	Exempt	\$75.00	
Billiard, Pool or Bagatelle Table (additional)	Exempt	\$50.00	
Burial Permits	Exempt	\$20.00	
Burial Permits – After Hours & Weekends	Exempt	\$50.00	
Chip Trucks	Exempt	\$570.00	
Coffee Trucks - First Vehicle	Exempt	\$570.00	
Coffee Trucks - Additional Vehicle	Exempt	\$345.00	
Dog Daycare - New	Exempt	\$205.00	
Dog Daycare - Renewal	Exempt	\$170.00	
Hot Dog Carts	Exempt	\$285.00	
Ice Cream Carts	Exempt	\$285.00	
Kennel - New	Exempt	\$285.00	
Kennel - Renewal	Exempt	\$200.00	
Marriage Licence	Exempt	\$135.00	
Prohibited Animal Licence (New)	Exempt	\$240.00	
Prohibited Animal Licence (Renewal)	Exempt	\$170.00	
Taxi Cab/Limousine Owner (New)	Exempt	\$570.00	
Taxi Cab/Limousine Owner (Renewal)	Exempt	\$110.00	
Taxi Cab/Limousine Owner Renewal After February 1	Exempt	\$165.00	
Taxi Cab/Limousine Owner's Licence- Replacement	Taxable	\$30.97	\$35.00
Taxi Cab/Limousine Driver (New)	Exempt	\$110.00	
Taxi Cab/Limousine Driver (Renewal)	Exempt	\$80.00	
Taxi Cab / Limousine Driver Renewal After February 1	Exempt	\$140.00	
Taxi Cab/Limousine Driver's Licence- Replacement	Taxable	\$30.97	\$35.00
Taxi/Limousine Plate- Replacement	Taxable	\$35.40	\$40.00
Wrecking Yard	Exempt	\$340.00	

**Schedule B
Treasury Department**

Treasury Department			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Treasurer's Certificate	Exempt	\$105.00	
Tax Registration Fee (excluding legal costs)	Exempt	\$795.00	
Deeds not provided – after 30 days	Exempt	\$10.00	
NSF Cheque Fee	Exempt	\$50.00	
Stop & Hold Payment	Exempt	\$25.00	
Duplicate Receipt	Exempt	\$10.00	
Tax Statement	Exempt	\$10.00	
Reprint Bill (Current or First Prior Year)	Exempt	\$10.00	
Ownership Change	Exempt	\$15.00	
Mortgage Company Requests (Per Roll No.)	Exempt	\$15.00	
Mortgage Company Arrears Notification Fee	Exempt	\$100.00	
New Roll Number Assignment	Exempt	\$50.00	
Correct or Transfer of an Electronic Payment	Exempt	\$25.00	
Insertion of Liens to Property Tax Account	Exempt	\$25.00	
Refund tax payment made in error by Mortgage Co. or lawyers	Exempt	\$25.00	
Payment processing fee for unaccepted payment method	Exempt	\$25.00	
Document Search - Non Freedom of Information Act - Per Hour (\$20.00 Minimum)	Taxable	\$65.00	\$73.45

Schedule C
Public Works Department – Roads

<u>Public Works Department</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Entrance Inspections (Existing Entrance)	Taxable	\$190.00	\$214.70
Entrance Inspection (New)	Taxable	\$355.00	\$401.15
Entrance Installation (with 16" x 26' culvert)	Taxable	\$1,860.00	\$2,101.80
Entrance Installation (time & material only)	Taxable	\$865.00	\$977.45
Road Occupancy Permit	Taxable	\$355.00	\$401.15
Municipal Consent	Taxable	\$135.00	\$152.55
Tile Drainage Loan Inspection Fee	Taxable	\$345.00	\$389.85

Schedule D
Public Works Department – Parks and Recreation

<u>Arena/Community Centre Rental Rates</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
<u>Ice Rental Rates</u>			
Minor Hockey/Figure Skating/Ringette - Per Hour	Taxable	\$115.04	\$130.00
Local Schools - Per Hour	Taxable	\$115.04	\$130.00
Other Rentals - Prime Time* - Per Hour - Monday to Friday 5:00 p.m. - 11:00 p.m. - Saturday 9:00 a.m. - 11:00 p.m. - Sundays 9:00 a.m. - 11:00 p.m.	Taxable	\$135.40	\$153.00
Other Rentals - Non-Prime Time - Per Hour	Taxable	\$115.04	\$130.00
<u>Summer Ice Surface Rentals</u>			
Daily Rate (16 hour maximum)	Taxable	\$575.22	\$650.00
Half-Day Rate (8 hour maximum) Non-Alcohol	Taxable	\$309.74	\$350.00
Sports Activities – Per Hour (6 hour maximum)	Taxable	\$48.67	\$55.00
<u>Auditorium Rental Rates</u>			
Room Rental - Daily (8 hours maximum)	Taxable	\$309.74	\$350.00
Tournament Rate to be applied in conjunction with an ice rental of 10 hours of more. Non-Alcoholic Events Only.	Taxable	\$168.14	\$190.00
Room Rental - Per Hour (Staff presently in arena)	Taxable	\$20.00	\$22.60
Room Rental - Per Hour (Staff to be called in)	Taxable	\$66.37	\$75.00
Blood Donor Clinics (6 hour maximum)	Taxable	\$79.65	\$90.00
Auditorium Refundable Deposit Rate	Exempt	\$300.00	

Schedule D
Public Works Department – Parks and Recreation

<u>Arena/Community Centre Rental Rates – Con't</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
<u>Admission Fees</u>			
Public Skating – 5+ years	Taxable	\$2.65	\$3.00
Roller Disco – 5+ years	Taxable	\$2.65	\$3.00
Public Skating - Family Rate (Family of 5)	Taxable	\$8.85	\$10.00
Shinny/Stick & Puck - All Participants	Taxable	\$ 4.43	\$5.00
Parent & Tot (Kids Skate Free) / Seniors	Taxable	\$ 1.77	\$2.00
Ticket Ice	Taxable	\$4.43	\$5.00
Birthday Party – 1 Hr. Ice Time + 1 Hr. Auditorium	Taxable	\$115.04	\$130.00
Sponsored Skate 2 Hr. Prime Time	Taxable	\$221.24	\$250.00
Sponsored Skate 2 Hr. Non-Prime Time	Taxable	\$177.00	\$200.00

<u>Beaverton & Sunderland Town Hall Rental Rates</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
<u>Auditorium Rates*</u>			
Room Rental – Per Hour	Taxable	\$30.97	\$35.00
Room Rental – Daily (12 Hours – Rehearsal Included)	Taxable	\$309.73	\$350.00
Refundable Damage Deposit	Exempt	\$300.00	
<u>Meeting Room & Banquet Room/Kitchen Rates*</u>			
Room Rental – Per Hour	Taxable	\$20.00	\$22.60
Room Rental – Daily Rate (8 Hours)	Taxable	\$100.00	\$113.00
Refundable Damage Deposit	Exempt	\$50.00	
<p>*Rate does not include the use of equipment which is not owned by the Township of Brock</p>			

Schedule D
Public Works Department – Parks and Recreation

<u>Beaverton Town Hall Players Rental Rates</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Performance	Taxable	\$225.00	\$254.25
Camp Performance	Taxable	\$120.00	\$135.60
Camp Daily Rate	Taxable	\$95.00	\$107.35
Theatre Camp – 3 Hours	Taxable	\$55.00	\$62.15
<u>Sunderland Lions Club Rental Rates</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Regular Meetings – Yearly Fee	Taxable	\$442.48	\$500.00
Music Festival – 3 Weeks (Exclusive Use)	Taxable	\$442.48	\$500.00
Special Events – Per Day	Taxable	\$132. 74	\$150.00
Triple R Camp – Per Day	Taxable	\$95.00	\$107.35
Theatre Group – 4 Weeks (Exclusive Use)	Taxable	\$442.48	\$500.00
Theatre Group – Rehearsal Rate (Auditorium Only)	Taxable	\$221.24	\$250.00
<u>Manilla & Wilfrid Town Hall Rental Rates</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Room Rental – Per Hour	Taxable	\$15.00	\$16.95
Room Rental – Per Day (8 Hours)	Taxable	\$ 60.00	\$ 67.80
Refundable Damage Deposit	Exempt	\$100.00	

Schedule D
Public Works Department – Parks and Recreation

<u>Cannington Ball Diamond User Fees (No Association)</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Per Player/Per Season- Any Age Group	Taxable	\$40.00	\$45.20
Non-Licensed Tournament (weekend use of 2 diamonds)	Taxable	\$315.00	\$355.95
Licensed Tournament (weekend use of 2 diamonds)	Taxable	\$520.00	\$587.60

<u>Harbour Launch Fees</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Daily Rate (In-Out) – Non Resident	Taxable	\$13.27	\$15.00
Seasonal Pass (In-Out) – Non Resident	Taxable	\$115.04	\$130.00
3-Day Pass (In-Out) – Non Resident	Taxable	\$35.40	\$40.00
Daily Berthing Rate (Per Vessel Per Meter)	Taxable	\$1.99	\$2.25
Monthly Berthing Rate (Per Vessel Per Meter)	Taxable	\$30.97	\$35.00
Transient Vessels Declaring 3 Hour Stay		\$ -	\$ -
Seasonal Berthing Rate – Beaverton (May 1 – October 31 *weather permitting) (Maximum vessel 6.71 m length & 2.44 m width)	Taxable.	\$575.00	\$649.75
Seasonal Berthing Rate – Thorah Island (May 1 – October 31 *weather permitting) (Maximum vessel 6.71 m length & 2.44 m width)	Taxable	\$575.00	\$649.75
Premium Seasonal Berthing Rate – Thorah Island: Grand-fathered vessels greater than maximum size (Per Vessel) (May 1 – October 31)	Taxable	\$50.00	\$56.50

Schedule D
Public Works Department – Parks and Recreation

<u>Advertising Rates – Arenas</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
<u>Contract</u>			
Wall Signs per year	Taxable	\$165.00	\$186.45
Rink Board Signs per year	Taxable	\$335.00	\$378.55
Ice Resurfacer per year: Panel A - Front	Taxable	\$370.00	\$418.10
Ice Resurfacer per year: Panel B - Right or Left	Taxable	\$440.00	\$497.20

<u>Day Camp</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Day Camp Registration Fee	Exempt	\$150.00	
Super Early Bird Day Camp Registration Fee	Exempt	\$130.00	
Early Bird Day Camp Registration Fee	Exempt	\$140.00	
Winter/March Break Camp – Daily Rate	Exempt	\$30.00	
Cancellation/Change Fee Per Week	Exempt	\$20.00	
Late Pickup Fee – Per 5 Minutes	Exempt	\$5.00	
Before or After Care – Per Week	Exempt	\$25.00	
Before and After Care – Per Week	Exempt	\$40.00	

**Schedule E
Fire and Emergency Services**

<u>Fire Services</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
<u>General</u>			
Occurrence Reports	Taxable	\$130.00	\$146.90
Compliance Letters	Taxable	\$135.00	\$152.55
Fireworks Permit (including inspection)	Exempt	\$70.00	
Special Events	Taxable	\$70.00	\$79.10
Fire Safety Training (Upon Request) - Normal Working Hours - Per Hour	Taxable	\$120.00	\$135.60
Fire Safety Training (Upon Request) - Outside Normal Working Hours - Per Hour	Taxable	\$175.00	\$197.75
Fire Safety Plan Review - Per Hour	Taxable	\$120.00	\$135.60
Preservation of Property in Non-Emergency Situations. (Any additional costs associated with the preservation of property in non-emergency situations within the scope of the Fire Protection and Prevention Act and the Ontario Fire Code)			
<u>Inspections</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Institutional (Upon Request)	Taxable	\$120.00	\$135.60
Day Care (Upon Request)	Taxable	\$120.00	\$135.60
Assisted Living (Upon Request)	Taxable	\$120.00	\$135.60
Liquor Licence Application, including patios (Upon Request)	Taxable	\$120.00	\$135.60
Non-Residential – 1000 sq. m or less (Upon Request)	Taxable	\$120.00	\$135.60
Non-Residential – Multiple Unit Occupancy Per Tenant (Upon Request)	Taxable	\$120.00	\$135.60
Residential (Upon Request) - Per Hour	Taxable	\$120.00	\$135.60
Miscellaneous	Taxable	\$120.00	\$135.60

Schedule E
Fire and Emergency Services

<u>Emergency Services</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Response to Motor Vehicle Accident - Non Resident (Per apparatus/vehicle per hour or part thereof)	Taxable	\$485.00	\$548.05
Response to Motor Vehicle Accident - Non Resident (Any additional costs of special supplies used, including, but not limited to, fire fighting foam and hazardous material absorbent)	Taxable		
Response to Motor Vehicle Fire - Non Resident (Per apparatus/vehicle per hour or part thereof)	Taxable	\$485.00	\$548.05
Response to Motor Vehicle Fire - Non Resident (Any additional costs of special supplies used, including, but not limited to, fire fighting foam and hazardous material absorbent)			
Response to HAZMAT Incident – Gas or Oils Spills (Per apparatus per hour or part thereof)		\$485.00	\$548.05
Response to HAZMAT Incident – Gas or Oil Spills (Any additional costs of special supplies used, including, but not limited to fire fighting foam, and hazardous material absorbent)			
Fire Department Response / Fees / Indemnification Technology	Current MTO rate per hour per vehicle plus personnel costs plus any additional cost for each and every call		
Emergency Services on Roadway / Waterways / Railways (Services provided for emergencies involving damaged or faulty electrical power transmission and distribution lines and their associated hardware, vehicles, boats, PWC, or trains, on roadways, waterways or railways)	Current MTO rate per hour per vehicle		

Schedule E
Fire and Emergency Services

<u>Alarm Services</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Response to Malicious & Nuisance Alarms following three (3) responses within six (6) months (Per apparatus/vehicle per hour or part thereof) ** hourly personnel rate charged in addition**	Taxable	\$485.00	\$548.05
Response to False Alarm as a result of work performed on a fire alarm system or emergency system following two (2) responses within six (6) months (Per Apparatus/vehicle per hour or part thereof) **hourly personnel rate charged in addition**	Taxable	\$485.00	\$548.05
<u>Burn Permits - Per Applicant</u>			
Open Air Burn Permit	Exempt	\$20.00/annum	
Recreational Burn Permit	Exempt	\$20.00/annum	
Agricultural Burn Permit	Exempt	\$60.00/annum	
<u>Preventable Fires</u>			
d) Response to Unapproved Open Air Burning (Per apparatus/vehicle per hour or part thereof)	\$485.00 plus the hourly personnel rate		
e) Response to Unapproved Open Air Burning	Any additional costs of special supplies including, but not limited to, fire foam and hazardous material absorbent		

Schedule F
Animal Services

<u>Pound Fees</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Adoption - Dog	Taxable	\$159.29	\$180.00
Adoption - Puppies	Taxable	\$110.62	\$125.00
Adoption - Cat	Taxable	\$88.50	\$100.00
Adoption - Kittens	Taxable	\$70.80	\$80.00
Cat/Dog First Impoundment	Taxable	\$57.52	\$65.00
Cat/Dog Second Impoundment	Taxable	\$132.74	\$150.00
Cat/Dog Third Impoundment	Taxable	\$221.24	\$250.00
Cat/Dog Subsequent Impoundment	Taxable	\$442.48	\$500.00
Cat/Dog Impoundment Maintenance Fee per day	Taxable	\$13.27	\$15.00
Dog Tag - Spayed or Castrated	Exempt	\$25.00	
Dog Tag - Any Other Dog	Exempt	\$30.00	
Replacement Dog Tag	Exempt	\$1.00	
Surrender Fee - Dog	Exempt	\$75.00	
Surrender Fee - Cat	Exempt	\$40.00	
Surrender Fee – Cat & litter of kittens	Exempt	\$100.00	

Schedule F
Animal Services

<u>Boarding at Dench Animal Shelter Fees</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Dog – Daily fee	Taxable	\$159.29	\$180.00
Adoption - Puppies	Taxable	\$110.62	\$125.00
Adoption - Cat	Taxable	\$88.50	\$100.00
Adoption - Kittens	Taxable	\$70.80	\$80.00
Cat/Dog First Impoundment	Taxable	\$57.52	\$65.00
Cat/Dog Second Impoundment	Taxable	\$132.74	\$150.00
Cat/Dog Third Impoundment	Taxable	\$221.24	\$250.00
Cat/Dog Subsequent Impoundment	Taxable	\$442.48	\$500.00
Cat/Dog Impoundment Maintenance Fee per day	Taxable	\$13.27	\$15.00
Dog Tag - Spayed or Castrated	Exempt	\$25.00	
Dog Tag - Any Other Dog	Exempt	\$30.00	
Replacement Dog Tag	Exempt	\$1.00	
<u>PAWS Boarding at Brock Animal Shelter Fees</u>			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Cat – Daily fee	Exempt	\$20.00	
Additional Cat from same home and can be housed together – Daily fee	Exempt	\$20.00	
Administered medication – Daily fee	Exempt	\$5.00	

Schedule G

Building/Planning Department

Building Department			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Property Information Report	Taxable	\$ 140.00	\$ 158.20
Site Alteration Permits			
a) Applications for quantities of fill or site alteration less than or equal to 500 cubic metres:			
Application Fee	Exempt	\$ 520.00	
Fee for each cubic metre of fill or site alteration	Exempt	\$1.10	
Application fee for permit extension •	Exempt	\$ 210.00	
b) Applications for quantities of fill or site alteration greater than 500 cubic metres			
Application Fee	Exempt	\$2,650.00	
Fee for each cubic metre of fill or site alteration	Exempt	\$ 2.15	
Application fee for permit extension	Exempt	\$1,060.00	
c) Minimum Security for default of agreement' to carry out work or other breach of Site Alteration By-law of fill permit conditions and obligations	Exempt	\$5,305.00 or such amount as determined by the Director	
d) Security for maintenance of public highways used by trucks delivering or removing fill	Exempt	Amount determined by the Director	
e) Other security deemed necessary by the CBO	Exempt	Amount determined by the Director	
f) Additional inspections	Exempt	\$265.00	
g) Fill quality testing	Exempt	Actual cost	
h) All fees do not include the cost of legal agreements or external consulting costs which may be charged to the applicant and which will be determined on a case by case basis			

Schedule G

Building/Planning Department

Property Standards			
Description	HST Status	Fee Excluding HST	Fee Including 13% HST (where applicable)
Administration Fee for Services and Materials Expended by the Township in Carrying Out the Requirements of the Order, in Whole or in part	Exempt	100% of cost plus 25% administrative fee	

**Schedule H
Cemeteries**

CEMETERY PRICE LIST – TOWNSHIP OF BROCK

CEMETERIES: All Saints Anglican – C1645 Concession 11, Brock

Legal Description: Brock CON 11 PT LOT 17

Hart – C20280 Brock Road, Brock

Legal Description: Brock CON 11 S PT LOT 2

Scotch Burying Ground – C1945 Highway 7, Brock

Legal Description: Brock CON 8 PT LOT 19

North Brock Shiers – B405 Concession 14, Brock

Legal Description: Brock CON 14 S PT LOT 5

HEAD OFFICE: 1 Cameron Street East

Cannington, Ontario

L0E 1E0

CONTACT: Clerk, Township of Brock

TELEPHONE NUMBER: Daytime: (705) 432-2355

**Schedule H
Cemeteries**

CEMETERY PRICE LIST – BURIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

Interment Fees (per Burial Permit or Cremation Certificate received)

Grave opening	\$ 850.00
Grave opening after 4:30 pm	\$ 950.00
Cremation opening	\$ 475.00
Cremation opening after 4:30 pm.....	\$ 575.00
Infant grave opening	\$ 575.00

Saturday Charges (per Burial Permit or Cremation Certificate received)

Grave opening	\$ 950.00
Grave opening after 4:30 pm	\$ 1,075.00
Cremation opening	\$ 575.00
Cremation opening after 4:30 pm.....	\$ 675.00
Infant opening	\$ 700.00

Winter Charges (per Burial Permit or Cremation Certificate received)

December 1st to May 1st (conditions permitting)

Grave opening	\$ 1,100.00*
Grave opening after 4:30 pm	\$ 1,160.00*
Infant opening	\$ 775.00

Cremation openings are not permitted during the winter period.

*Saturday Charges add \$100.00 to prices above

Notes:

- 1: Sunday burials are not permitted
- 2: All payments by cash, certified cheque or debit card
- 3: Credit cards are not accepted

Schedule H Cemeteries

CEMETERY PRICE LIST – INTERMENT RIGHTS

(Applies to All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

Interment Rights Fees (Persons with historical connection to Township of Brock)

One Grave - Single Depth.....	\$ 900.00
Two Graves - Single Depth.....	\$ 1,800.00
Three Graves - Single Depth	\$ 2,700.00
Four Graves - Single Depth	\$ 3,600.00

Interment Rights Fees – (Persons with no historical connection to the Township of Brock)

One Grave - Single Depth.....	\$ 1,800.00
Two Graves - Single Depth.....	\$ 3,600.00
Three Graves - Single Depth	\$ 5,400.00
Four Graves - Single Depth	\$ 7,200.00

* All interment right fees include the right to erect a marker or monument

Notes:

- 1: All interment rights include care & maintenance deposit of 40% of the interment rights fee.
- 2: One earth burial & one cremation or two cremation burials are permitted per grave.
- 3: Double depth burials are not permitted.
- 4: All artificial grass and lowering device provided and set up by others
- 5: All payments by cash, certified cheque or debit card.
- 6: Credit cards are not accepted.
- 7: Interment rights certificates will be issued once cheques have cleared the bank.

CEMETERY PRICE LIST – SPECIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

**Schedule H
Cemeteries**

RESALE OF RIGHTS TO THIRD PARTY

Administrative charge payable to Cemetery Operator.....\$200.00

DISINTERMENT*

Disinterment (adult).....\$ 1,050.00

Disinterment (infant).....\$ 750.00

Disinterment (cremated remains).....\$ 600.00

* A concrete container must be provided by others for transportation of the remains. If the original concrete container is damaged a new container must be provided.

DUPLICATE INTERMENT RIGHTS CERTIFICATE

Issuing Duplicate Interment Rights Certificate.....\$ 200.00