

The Corporation of the Township of Brock

By-Law Number 3362-2025

Being a By-Law Pursuant to the Municipal Act, S.O. 2001, as Amended, to impose fees for services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property

Whereas Section 391 of the *Municipal Act*, S.O. 2001, authorizes Council to impose fees or services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property; and

Whereas the Council of the Township of Brock deems it necessary to charge for certain services or activities provided or done by or on behalf of the Corporation and for the use of municipal property in order to meet the Corporation's financial obligations;

Be It Therefore Enacted by the Council of the Corporation of the Township of Brock as follows:

1. That the fees or charges for services, activities, and use of municipal property provided or done by or on behalf of the Corporation of the Township of Brock as set out in Schedules A, B, C, D, E, F, G, H, attached hereto are hereby established and imposed; and
2. That the fees or charges imposed by Section 1 of this by-law, as set out in the attached schedules, are due and payable to the Corporation of the Township of Brock upon performance by the Corporation of the Township of Brock of the services or activities for which any fee or charge is imposed; and
3. That in addition to any other remedy available to the Township of Brock, and in accordance with Section 398 of the *Municipal Act*, S.O. 2001, any fee or charge imposed pursuant to this by-law shall constitute a debt owing by the person for whom the said service or activity was provided to the Township of Brock, and the Township may, if such amounts remain unpaid after forty (40) days following notification of the amounts owing, add the amounts owing to the tax roll for the real property of the person who is responsible for paying the fees or charges, and such amounts may be collected in like manner as municipal taxes subject to the enabling provisions contained within each applicable by-law; and
4. That effective January 1, 2026, Departments Heads be delegated to index fees annually.
5. That departments heads be delegated to assess deposit amounts and cost recovery charges in the event community groups damage or do not return Township of Brock equipment for events sponsored by the Corporation; and
6. That the fees or charges are subject to HST legislation (where applicable); and
7. This By-law may be cited as the "Fee and Charges By-Law"; and
8. By-Law Number 3285-2024, as amended, is hereby repealed in its entirety as of December 31, 2025; and
9. This By-law shall come into force and effect on the 1st day of January, 2026.

Now Therefore the Council of the Corporation of the Township of Brock enacts as follows:

Enacted and passed this 8th day of September A.D., 2025.

Mayor
Michael Jubb

Clerk/Deputy CAO
Fernando Lamanna

Schedule "A"
Clerk's Department

Clerk's/Administration Department

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Commission Affidavits & Certify True Copies – Residents (Up to 5 Documents)	Exempt	22.10	
Additional Signatures	Exempt	5.20	
Commission Affidavits & Certify True Copies – Non-Resident (Up to 5 Documents)	Exempt	28.40	
Additional Signatures	Exempt	5.20	
Foreign Pension Affidavits & Commission Affidavits for Seniors 65+ (excluding MTO vehicle transfers)		Exempt	
Photocopies (per page)	Taxable	1.10	1.24
Document Search - Non Freedom of Information Act - Per Hour (1 hour Minimum)	Taxable	33.10	37.40
Boathouse Lease Transfer	Taxable	956.30	1,080.62
Film Permit (per film)			
Per day	Exempt	545.30	
Three days	Exempt	1,090.60	
Key Replacement or Extra Keys for Leased Facilities		Cost of the Key plus 20% Administrative Charge	Cost of the Key plus 20% administrative charge (plus HST)
Closed Meeting Investigator Request Fee	Exempt	54.30	
Tile Drainage Loan Inspection Fee	Taxable	408.19	461.25
Municipal Consent Forms for Liquor Licence Applications (includes Fire & Building Agency Letters)	Exempt	245.00	
Additional Inspections for Liquor Licence Applications		Fee as per the Building By-Law	

Licence Fees

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Business Licenses			
Campgrounds Licensing - New	Exempt	310.60	
Campgrounds Licensing - Renewal	Exempt	217.90	
Chip Trucks	Exempt	622.20	
Coffee Trucks - First Vehicle	Exempt	622.20	
Coffee Trucks - Additional Vehicle	Exempt	375.80	
Dog Daycare - New	Exempt	310.60	
Dog Daycare - Renewal	Exempt	217.90	
Hot Dog Carts	Exempt	310.60	
Ice Cream Carts	Exempt	310.60	
Kennel - New	Exempt	310.60	
Kennel - Renewal	Exempt	217.90	
Taxi Cab/Limousine Owner (New)	Exempt	622.20	
Taxi Cab/Limousine Owner (Renewal)	Exempt	120.00	
Taxi Cab/Limousine Owner Renewal After February 1	Exempt	180.00	
Taxi Cab/Limousine Owner's Licence- Replacement	Taxable	33.70	38.08
Taxi Cab/Limousine Driver (New)	Exempt	120.00	
Taxi Cab/Limousine Driver (Renewal)	Exempt	87.30	
Taxi Cab / Limousine Driver Renewal After February 1	Exempt	152.60	
Taxi Cab/Limousine Driver's Licence- Replacement	Taxable	33.70	38.08
Taxi/Limousine Plate- Replacement	Taxable	39.00	44.07
Wrecking Yard	Exempt	310.60	
Wrecking Yard Renewal After February 1	Exempt	370.50	
Permits and Other Licenses			
Burial Permits	Exempt	23.20	
Burial Permits – After Hours & Weekends	Exempt	56.90	
Marriage Licence	Exempt	152.60	
Civil Marriage Solemnization	Exempt	490.60	
Marriage Licence/Ceremony Package	Exempt	605.30	
Cancellation of Ceremony <1 Days Notice	Exempt	490.60	
Fence Variance Application (non-refundable)	Exempt	217.90	
Prohibited Animal Licence (New)	Exempt	310.60	
Prohibited Animal Licence (Renewal)	Exempt	217.90	
Noise Exemption Application	Exempt	217.90	
Parking Permit - Annual			
	Taxable	168.40	190.29
Parking Permit - Seasonal	Taxable	96.90	109.50
Parking Permit - Monthly	Taxable	19.00	21.47
Parking Permit - Nightly	Taxable	14.80	16.72

By-Law Department

Schedule A Continued

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Property Standards Administration Fee (plus costs associated with cleanup of property)	Exempt	81.80	
Certificate of Compliance for each property which has had a Property Standards Order	Exempt	136.80	
Certificate of Compliance for each property which has not had a Property Standards Order	Exempt	70.50	
Property Standards Appeal Fee	Exempt	190.50	
Property Standards Reinspection Fee	Exempt	190.50	
Private Parking Administration Fee	Exempt	120.00	
Animal Control – Appeal (Restraint/Muzzle Orders etc.)	Exempt	153.80	
Licensing Appeal	Exempt	163.20	

Schedule "B"
Finance Department

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Treasurer's Tax Certificate	Exempt	119.00	
Penalty/Interest Charges		1 1/4% per month on outstanding taxes and accounts receivable	
Tax Registration - Phase 1 - Fee charged as soon as account sent to 3rd party recovery	Exempt	460.00 plus any third party fees	
Tax Registration - Phase 2- Fee effective at end of 1 year registration period and Township proceeding with tax sale		460.00 plus any third party fees	
Tax Sale packages via paper or email	Exempt	27.40	
Tax Sale Extension Agreement - per agreement	Exempt	580.00 plus any associated costs	
Deeds not provided – after 30 days	Exempt	11.60	
NSF Cheque Fee	Exempt	56.90	
Stop & Hold Payment	Exempt	28.40	
Duplicate Receipt	Exempt	11.60	
Duplicate billing request for more than one owner (No charge if enrolled in e-send)	Exempt	11.60	
Request to refund payments for tax certificates	Exempt	22.10	
Refund tax payment made in error by Mortgage Co. or lawyers	Exempt	28.40	
Tax Statement	Exempt	11.60	
First Notice - Tax Sale Notice Letter	Exempt	27.40	
Final Notice - Tax Sale Warning Letter	Exempt	27.40	
Reprint Bill (Current or First Prior Year)	Exempt	11.60	
Tax Arrears/Reminder Notices and Collection Letters	Exempt	6.40	
AR Invoice reprint/AR Statement of Account Re-print	Exempt	27.40	
Ownership Change	Exempt	35.90	
Mortgage Company Requests (Per Roll No.)	Exempt	17.90	
Mortgage Company Arrears Notification Fee	Exempt	112.60	
New Roll Number Assignment	Exempt	56.90	
Correct or Transfer of an Electronic Payment	Exempt	28.40	
Processing payment from Non-Canadian Funds (Per Item)	Exempt	40.00	
Additions to Tax Role/ Liens to Property Tax Account	Exempt	51.30	
Payment processing fee for unaccepted payment method	Exempt	28.40	
Document preparation or search fees - per Hour (\$30.00 Minimum)	Taxable	73.70	83.28
Out of country mailings (No charge if enrolled in e-send)	Exempt	11.60	
LC Draw, Release or Reduction - per hour	Taxable	73.70	83.28

Schedule "C"
Public Works Department - Roads

Public Works Department

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Entrance Inspections (Existing Entrance)	Taxable	208.50	235.61
Entrance Inspection (New)	Taxable	389.20	439.80
Entrance Installation (with 16" x 26' culvert)	Taxable	2,080.00	2,350.40
Entrance Installation (time & material only)	Taxable	970.00	1,096.10
Road Occupancy Permit	Taxable	400.00	452.00
Municipal Consent	Taxable	150.00	169.50

Schedule "D"
Parks and Recreation

NOTE: Any groups or users who have a separate agreement with the Township may be charged different rates in accordance with their agreement.

Ice Rental Rates - 2026 Rate is Effective For Rentals as of September 1, 2026

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Minor Hockey/Figure Skating/Ringette - Per Hour	Taxable	148.60	167.92
Local Schools - Per Hour	Taxable	148.60	167.92
Other Rentals - Prime Time - Per Hour	Taxable	174.30	196.96
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.			-
Other Rentals - Non-Prime Time - Per Hour	Taxable	148.60	167.92
Birthday Party – 1 Hr. Ice Time + 1 Hr. Auditorium	Taxable	185.90	210.07
Sponsored Skate 2 Hr. Prime Time	Taxable	244.90	276.74
Sponsored Skate 2 Hr. Non-Prime Time	Taxable	195.00	220.35
Cancellation Fee - Per Booking and Per Facility Affected by Cancellation	Taxable	20.90	23.00
Refundable Security Deposit	Exempt	300.00	300.00
Admission Fees			
Public Skating – 5+ years	Taxable	3.54	4.00
Public Skating - Family Rate (Family of 5)	Taxable	10.62	12.00
Shinny/Stick & Puck - All Participants	Taxable	5.31	6.00
Parent & Tot (Kids Skate Free) / Seniors	Taxable	2.65	3.00
Ticket Ice	Taxable	5.31	6.00

Summer Ice Surface Rentals

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Daily Rate (12 hour maximum) - Alcohol Events	Taxable	685.30	774.39
Daily Rate (12 hour maximum) - Non-Alcohol Events	Taxable	369.50	417.54
Sports Activities – Per Hour (6 hour maximum)	Taxable	54.70	61.81
Refundable Security Deposit	Exempt	300.00	300.00
Cancellation Fee - Per Booking and Per Facility Affected by Cancellation	Taxable	20.35	23.00

Auditorium Rental Rates

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Room Rental - Daily (12 hours maximum) - Alcohol Events	Taxable	348.90	394.26
Tournament Rate to be applied in conjunction with an ice rental of 10 hours of more. Non-Alcoholic Events Only.	Taxable	189.00	213.57
Room Rental - Per Hour (Staff presently in arena) - Without Alcohol	Taxable	23.20	26.22
Auditorium Refundable Deposit Rate - Events with No Alcohol	Exempt	100.00	100.00
Auditorium Refundable Deposit Rate - Alcohol Events	Exempt	300.00	300.00
Cancellation Fee - Per Booking and Per Facility Affected by Cancellation	Taxable	20.35	23.00

Beaverton & Sunderland Town Hall Rental Rates

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Auditorium Rates*			
Room Rental – Per Hour (maximum 6 hours)	Taxable	34.70	39.21
Room Rental – Daily (12 Hours – Rehearsal Included)	Taxable	347.40	392.56
Refundable Security Deposit - Events with No Alcohol	Exempt	100.00	100.00
Refundable Security Deposit - Alcohol Events	Exempt	300.00	300.00
Meeting Room & Banquet Room/Kitchen Rates*			
Room Rental – Per Hour	Taxable	23.20	26.22
Room Rental – Daily Rate (8 Hours)	Taxable	112.60	127.24
Refundable Security Deposit	Exempt	50.00	50.00
*Rate does not include the use of equipment which is not owned by the Township of Brock			
Cancellation Fee - Per Booking and Per Facility Affected by Cancellation	Taxable	20.90	23.62

Manilla Town Hall Rental Rates

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Room Rental – Per Hour	Taxable	25.60	28.93
Room Rental – Per Day (8 Hours) - No alcohol	Taxable	102.50	115.83
Room Rental - Per Day (8 Hours) - Alcohol Events	Taxable	307.50	347.48
Refundable Security Deposit - Events with No Alcohol	Exempt	100.00	100.00
Refundable Security Deposit - Events with Alcohol	Exempt	300.00	300.00
Cancellation Fee - Per Booking and Per Facility Affected by Cancellation	Taxable	10.62	12.00

Field Users

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Per Player/Per Season/Per Sport (Usage)- Any Age Group	Taxable	8.85	10.00

Harbour Launch Fees

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Daily Rate (in-out) - Non Resident	Taxable	17.70	20.00
Seasonal Pass (In-Out) - Non Resident	Taxable	132.74	150.00
3-Day Pass (In-Out) - Non Resident	Taxable	45.13	51.00
Transient Vessels Declaring 3 Hour Stay	No charge subject to vessel operators registering with the Harbour staff upon		
Renewal - Seasonal Berthing Rate - Beaverton (May 1 - October 31 *Weather Permitting) (Maximum vessel 6.71 m length & 2.44 m width)	Taxable	1,200.00	1,356.00
Renewal - Seasonal Berthing Rate - Thorah Island (May 1 - October 31 *Weather Permitting) (Maximum vessel 6.71 m length & 2.44 m width)	Taxable	1,200.00	1,356.00
Renewal - Premium Seasonal Berthing Rate - Thorah Island: Grand- fathered vessels greater than maximum size (Per Vessel) (May 1 - October 31)	Taxable	189.00	213.57
New Berthing Rentals	Taxable	1,263.20	1,427.42

Advertising and Sponsorship Rates

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Wall Signs per Year	Taxable	185.42	209.52
Rink Board Signs per Year	Taxable	375.82	424.68
Ice Resurfacer per Year - Panel A - Front	Taxable	415.75	469.80
Ice Resurfacer per Year - Panel B - Right or Left	Taxable	493.70	557.88
In- Ice Advertising	Taxable	512.50	579.12
Camp Sponsors - Gold	Taxable	442.48	500.00
Camp Sponsors - Silver	Taxable	221.24	250.00
Camp Sponsors - Bronze	Taxable	88.50	100.00
Outdoor Movie Sponsors - Gold	Taxable	442.48	500.00
Outdoor Movie Sponsors - Silver	Taxable	221.24	250.00
Outdoor Movie Sponsors - Bronze	Taxable	88.50	100.00

Day Camp

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Day Camp Registration Fee - Per Week	Exempt	175.00	
Short Week Day Camp - Per Week	Exempt	135.00	
Specialty Camp - Per Week	Exempt	195.00	
Winter/March Break Camp - Daily Rate	Exempt	35.00	
Cancellation/Change Fee for Daycamp Weeks	Exempt	25.00	
Cancellation/Change Fee for Before or After Care	Exempt	10.00	
Before or After care - Per Week	Exempt	28.00	
Before and After care - Per Week	Exempt	44.00	

Other Services

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Fitness Class - Per Class (with Pre-Registration)	Taxable	9.10	10.28
Fitness Class - Drop In	Taxable	10.90	12.32
Sports Programs - High School - Per Session (10 weeks per session)	Taxable	36.30	41.02

Schedule "E"
Emergency Services
Fire Department

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
General			
Occurrence Reports	Taxable	152.60	172.44
Compliance Letters	Taxable	152.60	172.44
Fireworks Permit (including inspection)	Exempt	80.00	
Special Events	Taxable	80.00	90.40
Fire Safety Training (Per Request) - Normal Working Hours - Per Hour	Taxable	134.70	152.21
Fire Safety Training (Per Request) - Outside Normal Working Hours - Per Hour	Taxable	197.90	223.63
Fire Safety Plan Review - Per Hour	Taxable	134.70	152.21
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)			
Inspections			
Institutional (Per Request)	Taxable	134.70	152.21
Day Care (Per Request)	Taxable	134.70	152.21
Assisted Living (Per Request)	Taxable	134.70	152.21
Non-Residential – 1000 sq. m or less (Per Request)	Taxable	134.70	152.21
Non-Residential – Multiple Unit Occupancy Per Tenant (Per Request)	Taxable	134.70	152.21
Residential (Per Request) - Per Hour	Taxable	134.70	152.21
Re-inspections	Taxable	134.70	152.21
Miscellaneous	Taxable	134.70	152.21

Emergency Services

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Response to Motor Vehicle Accident - Non Resident (Per apparatus/vehicle per hour or part thereof)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
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)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Response to Motor Vehicle Fire - Non Resident (Per apparatus/vehicle per hour or part thereof)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
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)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Response to HAZMAT Incident – Gas or Oils Spills (Per apparatus per hour or part thereof)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
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)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Fire Department Response / Fees / Indemnification Technology			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Emergency Services on Roadway / Waterways / Railways/Right-of ways and /or lands (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 apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Emergency Services on Roadway / Waterways / Railways/Right-of ways and /or lands (Services provided for emergencies involving damaged or faulty gas transmission, distribution lines, and their associated hardware, vehicles, boats, PWC, or trains, on roadways, waterways, railways, right of ways and/or lands).			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Fire Apparatus Standby			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Response to Technical Rescue - NON RESIDENT			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
Additional Expenses			Full Cost Recovery
Authorized Duties under the Fire Protection and Prevention Act			Current MTO rates per apparatus (including vehicles) plus personnel costs, plus costs of any consumables if applicable
Response to Ice/Open Water Accident/Incident - Non Resident			Current MTO rates per apparatus (including vehicles/watercraft/airboat or other mechanical equipment) plus personnel costs, plus costs of any consumables or special supplies used

Alarm Services

Description	HST Status	2026 Fee Excluding HST	2026 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)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
** hourly personnel rate charged in addition**			
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)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
hourly personnel rate charged in addition			

Burn Permits - Per Applicant

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Open Air Burn Permit	Exempt	30.80	
Recreational Burn Permit	Exempt	25.60	
Agricultural Burn Permit - Limited to 2 addresses per permit	Exempt	102.50	

Preventable Fires

Response to Unapproved Open Air Burning (Per apparatus/vehicle per hour or part thereof)			Current MTO rate per hour per apparatus (including vehicles) plus personnel costs plus any additional cost for each and every call
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

Pound Fees

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Adoption - Dog	Taxable	231.30	261.37
Adoption - Puppies	Taxable	133.34	150.68
Adoption - Cat	Taxable	133.34	150.68
Adoption - Kittens	Taxable	87.08	98.40
Cat/Dog First Impoundment	Taxable	68.42	77.32
Cat/Dog Second Impoundment	Taxable	152.64	172.48
Cat/Dog Third Impoundment	Taxable	247.38	279.54
Cat/Dog Subsequent Impoundment	Taxable	489.49	553.13
Cat/Dog Impoundment Maintenance Fee per day	Taxable	30.84	34.85
Dog Tag - Spayed or Castrated	Exempt	27.00	
Dog Tag - Any Other Dog	Exempt	32.00	
Dangerous Dog Tag	Exempt	75.00	
Replacement Dog Tag	Exempt	2.00	
Lifetime Dog Tag - Spayed or Castrated	Exempt	150.00	
Lifetime Dog Tag - Any Other Dog	Exempt	200.00	
Live Trap Service Rental - Per Day	Exempt	54.74	
Surrender Fee – Dog	Exempt	157.90	
Surrender Fee – Cat	Exempt	78.95	
Surrender Fee – Cat & litter of kittens	Exempt	131.58	

PAWS Boarding at Brock Animal Shelter Fees

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Cat – Daily fee	Exempt	30.00	
Additional Cat from same home and can be housed together – Daily fee	Exempt	12.00	
Dog – Daily fee	Exempt	35.00	
Administered medication – Daily fee	Exempt	5.15	

Schedule "G"
Development Services

Description	HST Status	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Property Information Report	Taxable	157.90	178.43
Zoning Confirmation Letter	Taxable	157.90	178.43
Road Assumption Verification Letter	Taxable	152.64	172.48
Advanced Zoning Review	Exempt	150.00	
Site Alteration and Fill Permits			
a) Applications for quantities of fill or site alteration less than or equal to 500 cubic metres:			
Application Fee	Exempt	584.23	
Application review deposit to accompany application submission where all fees have not yet been determined by the Director		263.17	
Fee for each cubic metre of fill or site alteration	Exempt	2.05	
Fee for each cubic metre of fill or site alteration over the amount allowed under an issued permit or where fill is brought in without the benefit of permit	Exempt	10.00	
Application fee for permit extension or amendment	Exempt	236.85	
Site alteration and Fill Agreement	Exempt	368.44	
Minimum Security for breach or default of agreement	Exempt	\$5,000.00 or as determined by the Director	
Minimum Roads Security Deposit	Exempt	As determined by the Director	
Works undertaken by the Municipality where non compliance of the By-law or breach of agreement occurs	Exempt	Actual cost + 25% Admin fee	
Compliance inspections	Exempt	319.92	
Additional inspections	Exempt	159.18	
Pre-Consultation meeting	Exempt	110.00 + other agency or consultant cost + 10% admin fee if applicable	
Fill quality testing	Exempt	Actual cost + 10% Admin fee	
Where site alteration and fill works occur without the benefit of permit, all fees are doubled unless otherwise listed	Exempt	Application fees doubled	
b) Applications for quantities of fill or site alteration greater than 500 cubic metres:			
Application Fee	Exempt	2,976.96	
Application review deposit to accompany application submission where all fees have not yet been determined by the Director	Exempt	1,052.68	
Fee for each cubic metre of fill or site alteration	Exempt	3.08	
Fee for each cubic metre of fill or site alteration over the amount allowed under an issued permit or for fill brought in without the benefit of permit	Exempt	10.00	
Application fee for permit extension or amendment	Exempt	1,190.58	
Site alteration and Fill Agreement		789.51	
Minimum Security for breach or default of agreement	Exempt	\$10000.00 or as determined by Director	
Minimum Roads Security Deposit	Exempt	As determined by Director	
Works undertaken by the Municipality where non compliance of the By-law or breach of agreement occurs	Exempt	Actual cost + 25% admin fee	
Compliance inspections	Exempt	319.92	
Additional inspections		159.18	
Pre-Consultation meeting	Exempt	360.00 + other agency or consultant cost + 10% admin fee if applicable	
Fill quality testing	Exempt	Actual cost + 10% admin fee	
Where site alteration and fill works occur without the benefit of permit, all fees are doubled unless otherwise listed	Exempt	Application fees doubled	
c) Security for maintenance of public highways used by trucks delivering or removing fill	Exempt	Amount determined by the Director	
d) Other security deemed necessary by the CBO	Exempt	Amount determined by the Director	
h) Issuance of Notice or Order where non-compliance of the by-law occurs	Exempt	447.89	
i) Registering and/or discharging of Orders on Title	Exempt	Actual cost + 10% admin fee	
j) Review time for non compliance matters by the Chief Building Official	Exempt	188.19 per hour	
k) Works required under 6.03 of the Site Alteration and Fill By-Law	Exempt	Actual cost + 10% admin fee	

Schedule G continued

Swimming Pool Fence Enclosure Permits

Swimming pool enclosure (above ground, inground or hottub) permit	Exempt	255.00
Swimming pool enclosure (above ground, inground or hottub) permit where works occur without the benefit of permit	Exempt	210.00
Administrative Fee	Exempt	33.04
Compliance inspections - where non compliance occurs	Exempt	319.92
Registering and/or discharging of Orders on Title	Exempt	Actual cost + 10% admin fee
Additional Inspections (for each inspection where more than 2 are required to close a permit)	Exempt	159.18
Issuance of an Order for Non Compliance	Exempt	447.89

Schedule "H"
Cemeteries

Description (applies to Scotch Burying Ground, All Saints Anglican, Hart, and North Brock Shiers Cemeteries)	HST Status	2026 Fee Excluding 13% HST	2026 Fee Including 13% HST (where applicable)
Double depth burials are NOT permitted. One earth burial and one cremation per grave; or, two cremations per grave. All artificial grass and lowering device provided and set up by others. Payment by credit card is not permitted.			
Interment Fees (per Burial Permit or Cremation Certificate received)			
Grave opening	Taxable	1,052.68	1,189.52
Grave opening after 4:30 p.m.	Taxable	1,157.94	1,308.48
Cremation opening	Taxable	526.34	594.76
Cremation opening after 4:30 p.m.	Taxable	631.61	713.71
Infant grave opening	Taxable	763.19	862.40
Saturday Charges (per Burial Permit or Cremation Certificate received)			
Grave opening	Taxable	1,157.94	1,308.48
Grave opening after 4:30 p.m.	Taxable	1,289.53	1,457.17
Cremation opening	Taxable	631.61	713.71
Cremation opening after 4:30 p.m.	Taxable	736.87	832.67
Infant grave opening	Taxable	894.77	1,011.09
Winter Charges (cremation openings not permitted during the winter)			
December 1st to May 1st (conditions permitting)			
Grave opening	Taxable	1,315.84	1,486.90
Grave opening after 4:30 p.m.	Taxable	1,379.00	1,558.27
Infant grave opening	Taxable	973.72	1,100.31
Winter Saturday Charges (cremation openings not permitted during the winter)			
Saturday Charges (per Burial Permit or Cremation Certificate received) - December 1st to May 1st (Conditions Permitting)			
Grave opening	Taxable	1,421.11	1,605.86
Grave opening after 4:30 p.m.	Taxable	1,484.27	1,677.23
Infant grave opening	Taxable	973.72	1,100.31
Winter Saturday Charges (cremation openings not permitted during the winter)			
Purchase Interment Rights			
One Grave - Single Depth	Taxable	1,845.00	2,084.85
Two Graves - Single Depth	Taxable	3,690.00	4,169.70
Three Graves - Single Depth	Taxable	5,535.00	6,254.55
Four Graves - Single Depth	Taxable	7,380.00	8,339.40
All Interment Rights fees include the right to install a marker or monument			
All interment rights fees include the care & maintenance deposit of 40% of the interment rights fee.			
Fees for Care & Maintenance for markers/monuments as per O.Reg. 30/11			
Flat marker less than 173 square inches in area - no charge			
Flat marker greater than 173 square inches in area	Exempt	100.00	
Upright monument - up to 42 inches in height or width	Exempt	200.00	
Upright monument spanning double plot - over 42 inches in height or width	Exempt	400.00	
Upright monument greater than 42 inches in height - Not Permitted			
Special Services that apply to Scotch Burying Ground, All Saints Anglican, Hart, and North Brock Shiers cemeteries			
Resale of Interment Rights to Third Party			
Administrative charge payable to Cemetery Operator	Taxable	218.33	246.71
Disinterment			
Disinterment (adult)	Taxable	1,263.21	1,427.43
Disinterment (infant)	Taxable	947.41	1,070.57
Disinterment (cremated remains)	Taxable	657.92	743.45
A concrete container must be provided by others for transportation of the remains. Should the original concrete container be damaged, a new container is required.			
Duplicate Interment Rights Certificate			
Issuing a duplicate Interment Rights Certificate	Taxable	217.90	246.23