

Consolidated

THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE

BY-LAW NO. 58/2010

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

WHEREAS Section 220.1 of the Municipal Act R.S.O. 1990, c.M45 allows a municipality of local board to pass a By-law imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of it and for the use of its property including property under its control;

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

1. THAT By-law 74/2002 and any previous By-laws pertaining to this matter are hereby repealed.
2. This By-law shall come into force and effect on the day that it is passed.

READ a FIRST, SECOND and THIRD time and finally passed in Open Council this 29th day of June, 2010.

Linda Thompson

Linda Thompson, Mayor

S.C. Dawe

S.C. Dawe, Municipal Clerk

Amended by:

By-law 53/2011, passed April 5, 2011 – deleted and replacing Schedule “D” pertaining to signs that are impounded and reclaimed.

By-law 88/2011, passed July 26, 2011 - deleted and replaced Schedule “A” – Police Services; Schedule “J” - Parks, Recreation and Culture and Schedule “K” – Fire and Emergency Services.

By-law 107/2011, passed November 22, 2011 – deleted and replaced Schedule “E” – Cemetery.

By-law 108/2011, passed November 22, 2011 – deleted and replaced Schedule “J” – Parks, Recreation and Culture.

By-law 77/2012, passed October 23, 2012 – deleted and replaced Schedule “A” – Police Services; Schedule “E” – Cemetery; Schedule “H” – Animal Control and Schedule “J” – Parks, Recreation and Culture.

By-law 08/2013, passed February 12, 2013 – deleted and replaced Schedule “D” – Building Department – Parking Meter Fees.

By-law 09/2013, passed February 12, 2013 – deleted and replaced Schedule “K” – Fire and Emergency Services.

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Amended by:

By-law 30/2013, passed April 23, 2013 – deleted and replaced Schedule “I” – Administration/Corporate Services – Taxicab and Limousine Owner/Operators License and Taxicab and Limousine Drivers License.

By-law 92/3013, passed December 17, 2013 – deleted and replaced Schedule “B” – Public Works, Schedule “E” – Cemetery and Schedule “J” – Parks, Recreation and Culture.

By-law 08/2015, passed February 3, 2015 – deleted and replaced Schedule “A” – Police Services.

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SCHEDULE "A"
TO BY-LAW 58/2010, AS AMENDED

POLICE SERVICES

	TYPE	RESIDENTS OF NORTHUMBERLAND COUNTY	NON-RESIDENTS OF NORTHUMBERLAND COUNTY
BACKGROUND CHECKS			
Agencies with MOU:	Volunteer	\$7.00	\$7.00
	Employment	\$30.00	\$30.00
Agencies without MOU:	Volunteer	\$7.00	\$12.00
	Employment	\$30.00	\$35.00
**Same Day Reference	Volunteer	\$14.00	
	Employment	\$60.00	
OTHER			
Pardon Applications		\$27.00	\$33.00
Change of Name Applications		\$27.00	\$33.00
Immigration Purposes		\$27.00	\$33.00
Certified Copies of any of the Above		\$5.00	
BULK SCREENING			
Clear		\$11.30	
Clear with Letter		\$16.95	
Clear with Stamps		\$16.95	
Volume Rate (between 101-499 checks in a month)		-\$2.26	
Volume Rate (500 or more checks in a month)		-\$4.52	
FINGERPRINTS			
For Passports, Pardons, Employment		\$5.00	
For Vulnerable Sector Hit Confirmation		No Charge	
Freedom of Information Requests – Legislated Fees			
Opening a Request		\$5.00	
Photocopies/Computer Printouts		\$0.20 per page	
CD/DVD		\$10.00	
Search Time		\$7.50 per 15 minutes per employee	
Preparing a Record of Disclosure		\$7.50 per 15 minutes per employee	
Developing a Computer Program		\$7.50 per 15 minutes per employee	
In addition, any costs incurred by the institution can be recovered if the institution has received an invoice for said costs			
INSURANCE COMPANIES			
Police Reports		\$45.20	
Witness Statements/Photos		As per FOI above	
Collision Investigator's Report		\$339.00	
VIDEO STATEMENTS			
For all Parties		\$28.25	

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SCHEDULE "A"
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POLICE SERVICES CONT'D...

	SALARY	ADMIN	HST	TOTAL
FIRST CLASS CONSTABLE RATE				
First 3 Hours	\$200.00	16.81	\$28.19	245.00
Each additional hour or part thereof	\$67.00	\$5.80	\$9.46	\$82.26
Police Vehicle for each hour or part thereof		\$26.55	\$3.45	\$30.00
SERGEANT RATE				
First 3 Hours	\$220.00	\$18.94	\$31.06	\$270.00
Each additional hour or part thereof	\$73.00	\$6.65	\$10.35	\$90.00
*Paid Duty Assignments are subject to a 3 hour minimum.				
**The Sergeant rate only applies where there are 5 or more members assigned.				
HST Exempt et all				
FIRST CLASS CONSTABLE				
First 3 Hours	\$195.00			\$195.00
Each addition hour or part thereof	\$65.00			\$65.00
Police Vehicle for each hour or part thereof		\$22.12	\$2.88	\$25.00
SERGEANT RATE				
First 3 Hours	\$220.00			\$220.00
Each additional hour or part thereof	\$73.00			\$73.00

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SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED

PUBLIC WORKS

REF. NO.	APPLICATION TYPE	DESCRIPTION / REVIEW COMPONENT	FEE TYPE	USER FEE	RATIONALE / COMMENTS
1.	Special Services Application	work by Municipal Forces benefiting private development/third party utility companies: construction of curbs, curb cuts for entrance widening, asphalt and sidewalk reinstatements, inspection of municipal services by private contractors (water, sanitary, storm laterals), vacant lot grass cutting, connection to existing municipal services at property line, fee applies to each special services application	Administration and Review Fee	\$100 (2009)	flat rate fee applicable for each occurrence or one time annual/seasonal fee at discretion of Director of Municipal Engineering Services and shall be payable upon first occurrence, intended to recover costs associated with administration, processing of application, utility locates, site review and inspection by office staff.
2.		fee payable upon residential connection to an existing water service at property line (i.e. curbstop), fee applicable only to vacant lots pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision	Residential Water Service (see Note 15 and Note 20)	\$3,200.00	flat rate fee, intended to recover the average cost of pre-servicing vacant residential lots or potentially severable lots from main to property line during road reconstruction or service main replacement, water service may have been constructed by public tender or by in-house forces, material costs include 10 metres of 3/4 inch or 1 inch copper service pipe, mainstop and curbstop, includes traffic control, 2005 6" avg. main cost: \$191 /m (assume 50 ft lot), valve: \$1239, includes cost of watermain since value of vacant lot taxes did not pay for main costs
3.		fee payable upon residential connection to an existing municipal sanitary sewer lateral at property line (i.e. cleanout), fee applicable only to vacant lots pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision	Residential Sanitary Service (see Note 15 and Note 20)	\$3,600.00	flat rate fee, intended to recover the average cost of pre-servicing vacant residential lots or potentially severable lots from main to property line during road reconstruction or service main replacement, sanitary service may have been constructed by public tender or by in-house forces, material costs include 10 metres of 6" DR28 PVC sanitary sewer pipe, 4" reducer, main tee, wye and cleanout, includes traffic control, 2005 avg. lateral tender cost: \$2314, Toronto/Molson/Hope/Rose avg. lateral cost: \$1488, Clifton main + lat. cost: \$3600, Marsh Rd. main + lat. cost: \$5570, 2005 8" avg. main cost: \$244 /m (assume 50 ft lot), manhole: \$3600, includes cost of sanitary sewer main since value of vacant lot taxes did not pay for main costs
4.		fee payable upon residential connection to an existing municipal storm sewer lateral at property line (i.e. stub), fee applicable to vacant lots and lots with existing dwellings which were pre-serviced vis-à-vis Capital reconstruction work, fee not applicable to lots which are part of a plan of subdivision	Residential Storm Service (see Note 15)	\$1,500.00	flat rate fee, intended to recover the average cost of pre-servicing vacant residential lots or potentially severable lots from main to property line during road reconstruction or service main replacement, storm service may have been constructed by public tender or by in-house forces, material costs include 6" PVC storm pipe and main tee, includes traffic control, fee includes cost of main construction(2005 avg. 450mm dia. main cost: \$261 /m, catch basin: \$1363, assume avg. 50 ft. lot)
5.		fee payable upon residential connection to an existing municipal water service at property line (i.e. curbstop) of existing dwelling serviced by a private well or joint service, connection shall only be permitted following proof of private well decommissioning by licensed Well Driller or physical disconnection of joint services where applicable (i.e. VLA lots with services branched from abutting dwelling), fee reduced to encourage connection	Residential Water Service - Incentive (see Note 15 and Note 20, By-law Section 2.3)	\$1,200.00	flat rate fee, intended to encourage existing residential dwellings with private wells to connect to municipal water system, existing well must be decommissioned by a Certified Well Driller and proof of decommissioning provided prior to connection at property line and prior to turning on the curbstop, 2005 avg. decommissioning cost 120 ft well: \$2600, 180 ft well: \$3500, material costs exclude cost of constructing the main to encourage connection and decommissioning

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**SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED**

PUBLIC WORKS CONT'D...

6.		fee payable upon residential connection to an existing municipal sanitary service at property line (i.e. cleanout) of existing dwelling serviced by a private septic system or joint service, connection shall only be permitted following proof of private septic system decommissioning or physical disconnection of joint services where applicable (i.e. VLA lots with services branched from abutting dwelling), fee reduced to encourage connection	Residential Sanitary Service - Incentive (see Note 15 and Note 20, By-law Section 2.4, By-law Section 2.11)	\$1,400.00	flat rate fee, intended to encourage existing residential dwellings with private septic systems to connect to municipal sanitary sewer system, existing septic system must be decommissioned in accordance with current regulations and proof of decommissioning provided prior to connection at property line, material costs exclude cost of constructing the main to encourage connection and decommissioning, Marsh Rd. avg. lateral cost: \$1384
7.		fee payable upon residential connection to an existing municipal water service at property line (i.e. curbstop) of existing dwelling or vacant lot pre-serviced vis-à-vis Capital reconstruction work prior to January 1, 2006 as per the following schedule: Toronto Road (\$2000), Molson Street (\$2000), Hope Street N. (\$2000), Rose Glen Road (\$2000), Clifton Road (\$2000)	Residential Water Service - Special Assessment (see Note 15, By-law Section 2.5)	Special Assessment Rate prior to Jan. 1, 2007 Deadline and indexed thereafter for COB and CPI	flat rate fee, costs were specially assessed at time of construction and may or may not include main costs, costs do not include inflation or borrowing costs (i.e. 6% per annum)
8.		fee payable upon residential connection to an existing municipal sanitary service at property line (i.e. cleanout) of existing dwelling or vacant lot pre-serviced vis-à-vis Capital reconstruction work prior to January 1, 2006 as per the following schedule: Toronto Road (\$1365), Molson Street (\$1575), Hope Street N. (\$1575), Rose Glen Road (\$1525), Clifton Road (\$3600)	Residential Sanitary Service - Special Assessment (see Note 15, By-law Section 2.6)	Special Assessment Rate prior to Jan. 1, 2007 Deadline and indexed thereafter for COB and CPI	flat rate fee, costs were specially assessed at time of construction and may or may not include main costs, costs do not include inflation or borrowing costs (i.e. 6% per annum)
9.		construction of a new residential entrance culvert	Entrance Culvert Installation	\$1200 <= 24 feet plus \$70 per foot thereafter	flat rate plus fee (minimum 24 lineal feet, maximum 2 foot diameter), material to be HDPE or CSP and diameter at discretion of Director of Municipal Engineering Services, intended to recover costs for installing new entrance culverts for single family residential infilling (not commercial/industrial or subdivision developments), includes traffic control costs
10.		widening of an existing residential entrance culvert	Entrance Culvert Extension	\$160 per foot	rate per foot of culvert extension (maximum 2 foot diameter), intended to recover costs for widening existing single family residential entrance culverts, includes traffic control costs
11.		widening of an existing residential / commercial / industrial entrance curb	Curb Cutting	\$120 <= 4 feet plus \$20 per foot thereafter	flat rate plus fee (minimum 4 lineal feet measured to include drop and sloped portion), intended to recover costs for removing back of barrier curb for private entrances (new or widening), timing contingent upon sufficient volume of work or sublet to third party contractor at discretion of Director of Municipal Engineering Services
12.		reinstatement of sidewalk panels removed during construction by third party utility companies, fee not applicable for private contracted servicing work	Sidewalk Construction	\$550.00	flat rate fee per occurrence (minimum 3 panel (1.5 m wide) charge), intended to recover costs to reinstate sidewalk which was removed by third party utility companies only (i.e. Bell, Cable, Gas), includes surcharge for partial concrete load, timing of works contingent upon availability of PWD resources, reinstatement of work performed by private servicing contractors at discretion of Director of Municipal Engineering Services

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13.		reinstatement of concrete curb (all types) removed during construction by third party utility companies, fee not applicable for private contracted servicing work	Curb Construction	\$500.00	flat rate fee per occurrence (minimum 3 m charge), intended to recover costs to reinstate curb which was removed by third party utility companies only (i.e. Bell, Cable, Gas), includes surcharge for partial concrete load, timing of works contingent upon availability of PWD resources, reinstatement of work performed by private servicing contractors at discretion of Director of Municipal Engineering Services
14.		reinstatement of roadway asphalt removed during construction by third party utility companies, fee not applicable for private contracted servicing work	Asphalt Reinstatement	\$700.00	flat rate fee per occurrence (minimum 3m x 3m x 90 mm charge), intended to recover costs associated with reinstating asphalt which was removed by third party utility companies only (i.e. Bell, Cable, Gas), includes traffic control / flagman, timing of works contingent upon availability of PWD resources, reinstatement of work performed by private servicing contractors at discretion of Director of Municipal Engineering Services
15.		cutting grass on privately owned vacant lots at request of owner or upon default of property standards or as deemed necessary by Director of Municipal Engineering Services	Vacant Lot Grass Cutting	\$100 per hour	hourly rate fee (minimum 1 hour charge per occurrence), material costs include increased insurance premiums for work on private property
16.		sweeping of un-assumed subdivision roads at request of Developer or as deemed necessary by Director of Municipal Engineering Services, sweeping of private parking lots at request of owner (i.e. ESCO, Zircatec, Cameco, Viceroy)	Private Sweeping	\$113 per hour	hourly rate fee (minimum 1 hour charge per occurrence), intended to cover costs of sweeping un-assumed subdivision streets at the request of the Developer or as deemed necessary by the Director of Municipal Engineering Services (i.e. responsibility of the Developer and debris caused by homebuilders), costs include lease, maintenance, operator, administration (10%)
17.		plowing, sanding and salting where required of un-assumed subdivision roads (i.e. within Municipal road allowances) at request of Developer or as deemed necessary by Director of Municipal Engineering Services, fee is not applicable to winter maintenance of private parking lots or driveways	Winter Maintenance of Un-assumed Roads	\$115 per hour	hourly rate fee (minimum 1 hour charge per occurrence), material costs include sanding and salting where required
18.		supply and installation of roadway signage within Municipal road allowance at request of private owner (i.e. hidden entrance sign, children playing, excluding stop signs) where signage is not required under provisions of OTM, signage shall become property and responsibility of Municipality including future replacement	Private Roadway Signage	\$200.00	flat rate fee per occurrence, material costs include sign, post and hardware and nominal fee for future replacement
19.		review and approval of proposals for abandonment of Municipal services (water, sanitary and storm), including inspection of capping following demolition	Demolition Inspection Fee	\$200.00	flat rate fee per occurrence, intended to recover costs to ensure that abandonment of Municipal services at property line and at mains where required are constructed in accordance with Municipal standards and to the satisfaction of the Director of Municipal Engineering Services
20.		deposit required to ensure that private demolition contractor complies with Municipal requirements for properly abandoning Municipal services at property line and/or at main where required, including capping sanitary and storm laterals and capping mainstop at watermain, deposit less deficiencies to be returned upon satisfaction of Director of Municipal Engineering Services	Demolition Deposit	\$2,000.00	flat rate fee per occurrence, intended to recover costs to ensure that abandonment of Municipal services at property line and at mains where required are constructed in accordance with Municipal standards and to the satisfaction of the Director of Municipal Engineering Services

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PUBLIC WORKS CONT'D..

21.		inspection of water, sanitary and storm sewer services by private third party contractors to ensure compliance with Municipal standards, fee applicable for infilling, excludes lots under umbrella of subdivision agreements	Servicing Inspection Fee (see Note 7)	\$650.00	flat rate fee per occurrence, intended to recover costs associated with inspecting the construction of water, sanitary and/or storm services from main to property line by private third party contractors, intended for single family residential infilling (not commercial/industrial and subdivision developments), includes costs for 'as-constructed' measurements and records, creation of water and sewer database cards and GIS input, does not include mainstop installation by licensed water distribution operator
22.		deposit required to ensure that private servicing work, grading and drainage and reinstatement of Municipal road allowance and appurtenances thereof are constructed to Municipal standards and according to approved drawings, deposit less deficiencies to be returned upon satisfaction of the Director of Municipal Engineering Services	Private Servicing Deposit	\$2,000.00	flat rate fee per occurrence, intended to ensure compliance with approved drawings and municipal standards and that deficiencies are corrected in a timely manner, not usually a problem with infilling lots but mainly with subdivision lots wherein lots are sold by developer to home builder or where homeowner changes grading (i.e. swimming pool installation) prior to release of subdivision securities, subdivision agreements to include clause requiring builders to submit deposit prior to building permit and regarding requirement for plot plans
23.	Septage Waste Disposal Permit	approval for receipt of septic waste during normal working hours, including inspection and recording of volume at WPCP prior to discharge into influent receiving stream, administration fee shall not apply to disposal of private non-commercial camping trailers accepted at WPCP during normal working hours	Administration Fee	\$125 (2010) \$150 (2011)	flat rate fee applicable for each occurrence or one time annual/seasonal fee at discretion of Director of Municipal Engineering Services and shall be payable upon first occurrence, intended to recover costs associated with administration, processing of application, monitoring and recording of loads and monthly invoices
24.		for septage originating within jurisdictional boundaries of the Municipality of Port Hope, including private non-commercial camping trailers	Internal Septage Tipping Fee	\$150 <= 3000 gallons plus \$50 per 1000 gallon thereafter	rate per gallon (minimum 3000 gallon charge per occurrence), 2005 costs include annual operating of \$818,654 to process 2,412,488 m ³ with average BOD 139 mg/l and avg. suspended solids 273 mg/l (i.e. \$0.34/m ³), septage concentration biologically inactive with avg. BOD 350 (2.5 times normal), avg. suspended solids 700 (2.5 times normal), combined effect of septage estimated to be 10 times normal due to plugging of aerated grit chamber and overloading of step screen, material costs include tipping fees from septage waste materials on step screen and grit channel and sampling costs and tests (\$35 per test)
25.		for septage originating outside the jurisdictional boundaries of the Municipality of Port Hope, including private non-commercial camping trailers	External Septage Tipping Fee	\$180 <= 3000 gallons plus \$60 per 1000 gallon thereafter	rate per gallon (minimum 3000 gallon charge per occurrence), cost includes \$10 / 1000 gallon premium to additional administration costs of tracking loads vis-à-vis hauler's invoice
26.		for private haulers to use facility, with hours between 7:00 a.m. and 5:00 p.m. Saturday and Sunday (excluding statutory holidays), and one hour advance notification to operator	Extended Hours Tipping Fee	\$100 per load plus \$0.011/litre thereafter	A premium fixed rate of \$100 per load applied and an additional \$0.011/litre tipping fee

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27.	Bulk Water Permit	establishment of bulk water account, approval of bulk water purveyor to use automated station, includes cost of initial swipe card (replacement cards shall be an additional cost borne by the applicant), preparation and tracking of invoices, swipe cards are property of Municipality	Account Administration Fee	\$100 (2009)	flat rate fee applicable for each occurrence or one time annual/seasonal fee at discretion of Director of Municipal Engineering Services and shall be payable upon first occurrence, intended to recover costs associated with administration, processing of application, routine monitoring of automated station and monthly invoices
28.		for bulk water at WTP automated bulk water depot during normal working hours	Bulk Water Consumption Fee	\$8 per 1000 gallon	rate per gallon, intended to be increased at rate of \$0.50 per year commencing with first increase January 1, 2007 to achieve full cost recovery of \$9.78 per 1000 gallon, fee calculation as per Water Treatment Supervisor's report dated August 10, 2005
29.	Water Distribution Services	establishment of a new water billing account and final water meter reading when terminating account	Account Administration Fee	\$25.00	flat rate fee per occurrence, includes costs of establishing separate sewer meter accounts
30.		deposit required by residential tenants to initiate a new water billing account to ensure payment of arrears prior to vacating property, deposit (less arrears and without interest) to be returned following vacancy	Residential Water Deposit	\$100.00	flat rate fee for residential tenant, costs include administration, tracking, minimum monthly costs (quarterly billing) and average consumption costs
31.		deposit required by commercial tenants to initiate a new water billing account to ensure payment of arrears prior to vacating property, deposit (less arrears and without interest) to be returned following vacancy	Commercial Water Deposit	\$200.00	flat rate fee for commercial tenant, costs include administration, tracking, minimum monthly costs (quarterly billing) and average consumption costs
32.		water compliance certification, provide written correspondence regarding outstanding water billing arrears on required property, confirmation of rental equipment and other prior to sale of property (i.e. lawyer / purchaser requests)	Account Information Fee	\$25.00	flat rate fee, intended to recover costs associated with providing written correspondence regarding outstanding water billing arrears on required property, confirmation of rental equipment and other prior to sale of property (i.e. lawyer / purchaser requests), material costs include PC usage, facsimile costs
33.		water meter certification, provide written correspondence regarding physical test results of residential water meters at the request of homeowners, fee shall be refunded should meter be faulty	Meter Test Fee	\$50.00	flat rate fee per occurrence and at discretion of Director of Municipal Engineering Services (i.e. replace aging meter to the benefit of the Municipality), intended to recover costs for testing of residential water meters at the request of homeowners, includes removal of existing meter, testing meter at Distribution garage, re-installing meter and compliance report to homeowner
34.		dispatch of a licensed distribution operator during normal working hours at request of consumer / account holder / plumber (i.e. to turn on/off curb stop following payment of arrears, snowbird arrangements, leaking private water service)	Service Call - Regular hours	\$50 <= 1 hour plus \$50 per hour thereafter	rate per hour (1 hour minimum charge per occurrence) at discretion of Director of Municipal Engineering Services (i.e. failure of service on Municipal Road Allowance or shared benefit)
35.		dispatch of a licensed distribution operator outside of normal working hours / weekends / statutory holidays, at request of consumer / account holder / plumber (i.e. to turn on/off curb stop)	Service Call - After hours	\$150 <= 1 hour plus \$150 per hour thereafter	rate per hour (1 hour minimum charge per occurrence) at discretion of Director of Municipal Engineering Services (i.e. failure of service on Municipal Road Allowance or shared benefit)
36.		supply and installation of a new residential water meter (5/8" chamber x 3/4" ears) and remote sensor	Residential 5/8" Water Meter Fee	\$250.00	flat rate fee per occurrence, material costs include meter, remote sensor and un-metered water consumption costs (i.e. brick mortar, drywall etc.)
37.		supply and installation of a new 1" residential water meter and remote sensor	Residential 1" Water Meter Fee	\$400.00	flat rate fee per occurrence, material costs include meter, remote sensor and un-metered water consumption costs (i.e. brick mortar, drywall etc.), Municipal meter costs exclude retail mark-up costs to encourage purchase through Municipality

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38.		supply of water meter greater than 1", inclusive and supply and installation of remote sensor, fee applicable regardless of zoning designation (i.e. commercial, industrial, institutional), only during normal working hours	Commercial Water Meter Fee	\$50 <= 1 hour plus \$50 per hour thereafter plus material costs	rate per hour (minimum 1 hour charge) plus material costs, typical 1" meter cost \$250 +/-, typical 3" meter cost \$3200 +/-, continue to supply the meter (i.e. control over make, model and sensor) and install remote sensor only (staff not licensed to install meter >= 2"), includes routine inspection of bypass connections and backflow prevention device (i.e. meters 1 1/2" and greater require bypass connections which shall be sealed and tagged by PWD to prevent theft of water)
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PUBLIC WORKS CONT'D....

39.		dispatch of licensed distribution operator to monitor and supervise hydrant flow tests by approved third party contractors and Engineering Consultants	Hydrant Flow Test Supervision	\$250.00	flat rate fee per occurrence including water consumption, the tests shall be performed by the private contractor / Engineering Consultant, static pressures and flows will not be measured by Distribution Operator, material costs include average water consumption costs (i.e. normally flush hydrant at 700 gal/min for 30min to clear rust in older mains)
40.		installation, monitoring and removal of temporary hydrant meter to regulate water usage during construction by approved third party contractors (i.e. road compaction, sod watering), this fee or any fee not approved for private residential swimming pool consumption	Hydrant Meter Fee	\$100 per occurrence plus \$8 per 1000 gallon consumption	flat rate fee per occurrence plus consumption fee at bulk water rate (Oct 2005 \$8.00, Oct 2006 \$8.50, Oct 2007 \$9.00), fee is applicable to private subdivision contractors and publicly tendered contracts for Municipal Capital works projects, material costs include capital repairs, replacement and depreciation, not to be applied to fill up swimming pools which creates rust disturbance in old distribution mains
41.		supply and installation of a new 3/4" or 1" mainstop for new residential infilling (not for subdivision lots) at the request of client, client's approved contractor shall expose watermain and prepare trench in accordance with OHSA and to the satisfaction of the Director of Municipal Engineering Services and a licensed Distribution Operator shall live tap the watermain and install the mainstop in accordance with SDWA during normal working hours, this or any fee not applicable for service taps equal to or greater than 2"	Residential Water Service Tapping Fee	\$300.00	flat rate fee per occurrence, material costs include saddle, mainstop and un-metered water usage charge
42.	IMPLEMENT AS PER SECTION 2.7	correction of obstructed water meters (i.e. private homeowners box-in or conceal access due to finished basements or historic home renovations)	Obstructed Water Meter Fee (see By-law Section 2.7)	Time and Materials	time and materials fee, intended to recover costs for municipality to retain third party licensed contractor to correct obstruction to maintain legal access to water meter and sensor, fee shall include staff time, burdens and flat rate administration fee
43.	IMPLEMENT AS PER SECTION 2.8	correction of deteriorated and faulty private plumbing pipes and appurtenance connected to municipal water meter (i.e. old galvanized pipes and faulty shut off valve inside home prevents replacement of water meter), pipes and appurtenances are responsibility of homeowner	Private Plumbing Correction Fee (see By-law Section 2.8)	Time and Materials	time and materials fee, intended to recover costs for municipality to retain third party licensed contractor to correct faulty private piping and appurtenances to maintain safe connection to municipal water meter and sensor, fee shall include staff time, burdens and 10% administration fee
44.		removal and installation of a new curbstop / streetbox / valve boxes and other appurtenances resulting from damage by third party private contractors (i.e. paving companies, Union Gas, Bell Canada), includes straightening streetbox where applicable	Damaged Curbstop Fee	\$600.00	flat rate fee per occurrence, intended to recover costs associated with excavating and minor repairs to municipal valves at property to correct damage caused by private contractors, material costs include service box and rod, repairs normally include hand digging and exposing 2' of service box and straightening / rethreading by hand and sometimes includes excavating down to valve using vacuum of sweeper and replacing entire rod and box
45.		physically disconnect abandoned water service at mainstop (i.e. following demolition)	Abandonment of Water Service Fee	\$1,200.00	flat rate fee per occurrence, intended to recover costs associated with excavating, disconnecting service lateral pipe and turning off mainstop at the watermain to mitigate potential contamination from stagnant water, material costs include reinstatement of asphalt and/or boulevard, curb and sidewalk where applicable.

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46.	Street Occupation Permit	any work occupying Municipal right-of-way or portions thereof (i.e. municipal services by private contractors, entrance construction by private contractors, scaffolding on sidewalk), requires submission of a Traffic Control Plan and a Traffic Protection Plan in accordance with OTM, review of applicable securities and insurance, fee not applicable to special events upon event approval by Council (i.e. Jazz Festival, Canada Day Parade, Float Your Fanny, Port Hope Fall Fair, Santa Clause Parade), (see Note 4), complete road closures shall be subject to approval of Port Hope Police Services and Fire and Emergency Services	Review Fee (see By-law Section 2.9)	\$100.00	flat rate fee per occurrence, fee not applicable to Capital work projects or agents / contractors thereof, utility companies with franchise agreements required to notify road authority of work activity
47.		deposit required to ensure timely return of borrowed Municipal traffic cones, delineators, barricades, shovels, rakes and other equipment, deposit to be returned following receipt, borrowed materials shall be tracked at PWD and signed out/in by special event coordinator, deposit may be waived at discretion of Chief Administrative Officer (i.e. special events by non-profit groups, service clubs, Legion)	Special Event Deposit	\$500.00	flat rate fee per occurrence, material costs include avg. number of cones and other equipment and rate set as a deterrent (i.e. estimated annual loss in equipment is \$1500 due to failure in returning borrowed items)
48.	Entrance Permit	review and approval of new residential entrances in Ward 1 and Ward 2, includes field investigation where required, (see Note 5), fee shall not be in addition to approved applications under Site Plan Control (Minor or Major), Plan of Subdivision, OPA, ZBA, Minor Variance or Consent to Sever	Review and Approval Fee	\$200.00	flat rate fee per occurrence, intended to recover costs associated with review and approval of new entrances including sight line visibility, culvert requirements, roadway signage
49.	Oversize / Overweight Permit IMPLEMENT AS PER SECTION 2.11	review and approval of the transportation of private winter maintenance vehicles and equipment in excess of 2.6 metres (HTA 109-1) (i.e. to and from private parking lots and maintenance sites) or movement of overwide / overheight / overlength / overweight loads and vehicles on Municipal road allowances, permit conditional upon proof of \$5M liability insurance naming Municipality as an additional insured, fee not applicable to over-dimensional farm vehicles used in accordance with HTA provisions	Approval Fee (see By-law Section 2.11)	\$300.00	flat rate fee per occurrence or one time annual/seasonal rate at discretion of Director of Municipal Engineering Services, granted under authority of HTA 110-1 - moving of heavy vehicles in excess of dimensional limits, Municipal equipment is exempt but contracted services are not, MTO permit fee is \$300, intended to recover costs associated with approving over-dimensional loads and vehicles in transit for the protection of the public and municipal assets including roads, bridges, traffic signals etc.
50.	Tree Work Permit	review and approval of tree planting and/or removal by private homeowners within the Municipal road allowance, permit is conditional upon approval by Tree Committee of species, type, caliper, number and other, includes Municipal utility locates as required	Approval Fee	\$50.00	flat rate fee per occurrence, cost of supply and installation of tree(s) or removal of an existing boulevard tree is responsibility of homeowner, intended to encourage planting yet maintain control over sight lines and other roadside safety, plantings within road allowance shall become property and responsibility of Municipality (i.e. encroachment agreement not required)
51.	Property Inquiry Request	certification of compliance of lot grading, drainage and constructed services in accordance with approved drawings, conditional upon receipt of Certificate of Compliance issued by Developer's Engineer	Lot Grading Compliance Fee	\$150.00	flat rate fee per occurrence, intended to recover costs associated with requests from lawyer / purchaser for outstanding items prior to sale of lands

Consolidated

**SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED**

PUBLIC WORKS CONT'D...

52.		detailed request for information about existing municipal services (see Note 10), fee to be credited to proponent upon formal agreement under Site Plan Control (Major Works) or Plan of Subdivision	Municipal Services Information Fee	\$50.00	flat rate fee per occurrence, intended to recover costs associated with requests from proponent (i.e. as condition of severance) or real estate agents speculating on property to provide information about existing Municipal services, includes written statement of services and / or copy of water / sewer card where applicable, fee does not warrant condition of services and does not include a physical field investigation
53.		physically locate Municipal water, sanitary and storm sewer laterals and mains within Municipal road allowance vis-à-vis surface demarcations (i.e. required condition of severance applications, building additions, private service replacements), confirmation of separate municipal services to separate dwellings	Municipal Utility Locate Fee	\$200.00	flat rate fee per occurrence, includes written locate drawing, field investigation, review of sewer / water locate cards and GIS database, field demarcation and traffic control, material cost includes spray paint and grade stakes where applicable and repairs/maintenance of electronic locator device, dye tablet testing of sanitary laterals and camera investigation of laterals where applicable and at discretion of Director of Municipal Engineering Services
54.	Site Plan Control (Minor Works)	for proposed new residential development: single dwelling residential infilling, duplexes, single dwelling as part of a plan of subdivision (plot plans), expansions / additions to existing buildings and facilities, (see Note 12 and Note 16 and Note 19)	Administration and Records Fee	\$50.00	flat rate fee
55.		review of site servicing (water, sanitary, storm) to ensure compliance with municipal standards, review of lot grading and drainage, review design reports for structural retaining walls and fences and slope hazards, includes field investigation and routine construction inspection where required	Servicing and Grading Review Fee	See Schedule "F"	flat rate fee, intended to ensure compliance to Municipal standards and for the protection against negative impacts to abutting lands
56.	Site Plan Control (Major Works)	residential infilling with two to five dwellings, apartments, condominiums, townhouse developments, institutional developments, commercial developments, (see Note 12 and Note 16)	Administration Fee	See Schedule "F"	flat rate fee, includes administration throughout duration of development, including clerical for reduction / release of securities
57.		detail review of lot grading and drainage, municipal servicing, roadworks, slope hazard review, spot field inspections, development agreement as required, (see Note 2 and Note 11)	Detail Review and Approval of on-site and off-site works	See Schedule "F" (See Note 1)	
58.	Plan of Subdivision	residential subdivisions with more than five dwellings, (see Note 16)	Administration Fee	See Schedule "F"	flat rate fee, includes administration throughout duration of development, including clerical for reduction / release of securities
59.		detail review of lot grading and drainage, stormwater management, watermain, sanitary and storm sewers, roadworks, streetlighting, landscaping, slope hazard review, spot field inspections, engineering servicing agreement, (see Note 2 and Note 8)	Detail Review and Approval of on-site and off-site works	See Schedule "F" (see Note 1)	
60.	Official Plan Amendment	(see Note 13)	Detail Review and Approval Fee	See Schedule "F"	flat rate fee
61.	Zoning By-law Amendment	(see Note 13)	Detail Review and Approval Fee	See Schedule "F"	flat rate fee
62.	Minor Variance Application	(see Note 3 and Note 13 and Note 16)	Administration Fee	See Schedule "F"	flat rate fee

Consolidated

**SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED**

PUBLIC WORKS CONT'D...

63.		review site grading and drainage, roof leader discharge, parking standards, slope stability and fill regulations, reports from certified engineers and structural integrity reports, frontyard and sideyard setbacks, service lateral locations, encroachments	Review Fee	See Schedule "F"	flat rate fee, intended for the protection of Municipal interests and for the protection against negative impacts to abutting lands
64.	Consent to Sever Application	(see Note 3 and Note 13 and Note 16)	Administration Fee	See Schedule "F"	flat rate fee
65.		review of access to subject lands (i.e. sight line requirements), requirements for easements and rights-of-ways, parking standards, separate municipal servicing, includes field investigation where required	Review Fee	See Schedule "F"	flat rate fee, intended for the protection of Municipal interests and for the protection against negative impacts to abutting lands
66.	Transit Fees	infant shall be any person of age 3 or under	Infant Transit Fee	Free	
67.		children shall be any person of age 4 to 17 inclusive, applicable for patrons of conventional / mobility / shuttle bus, (see Note 17)	Children Transit Fee	\$1.50 per trip (does not include shuttle transfer) Or Conventional \$30.00 30-day pass (includes transfers to Inter-Municipal shuttle and Rolls)	cash fare per trip, photo identification may be required by Transit Operator as proof of age
68.		adult shall be any person of age 18 to 64 inclusive, applicable for patrons of conventional / mobility / shuttle bus, (see Note 17)	Adult Transit Fee	\$2.00 per trip (does not include shuttle transfer) Or \$50.00 30-day pass (includes transfers to Inter-Municipal shuttle and the Rolls)	cash fare per trip, photo identification may be required by Transit Operator as proof of age
68.		senior shall be any person of age 65 or over, applicable for patrons of conventional / mobility / shuttle bus, (see Note 17)	Senior Transit Fee	\$1.50 per trip (does not include shuttle transfer) Or \$30.00 30-day pass (includes transfers to Inter-Municipal shuttle and the Rolls)	cash fare per trip, photo identification may be required by Transit Operator as proof of age

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SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED

PUBLIC WORKS CONT'D....

69.		Inter-Municipal Shuttle	Flat rate fee	\$1.00 in addition to conventional transit fare Or \$2.00 for residents wishing to use the shuttle only	cash fare per trip, photo identification may be required by Transit Operator as proof of age
70.		Student shall be any person of age 4 to 17 inclusive, applicable for patrons of conventional/shuttle bus, (see Note 17)	Special Student Pass	\$15.00 30 Day Pass (does not include transfers to Inter-Municipal shuttle or the Rolls)	photo identification may be required by Transit Operator as proof of eligibility
71.	Bulky Waste Program	residential curbside collection of normal household items within urban area limits, scheduled appointment required two days in advance, remittance of fee and forfeiture of two dump vouchers required at time of appointment, 200 kg maximum weight (excess left at curbside), unacceptable materials include those requiring legislated decommissioning, refrigerators, air conditioners, microwaves, propane tanks, televisions, fluorescent light bulbs, tires, hazardous waste, collection shall be at the sole discretion of the Director of Municipal Engineering Services	Bulky Waste Collection Appointment Fee	\$50.00 per appointment	flat rate fee per occurrence, intended to recover costs associated with collection and disposal of waste up to maximum of 200 annual appointments, materials collected shall be considered property of the Municipality only after it is picked up, patrons served on first come first serve basis, costs include: 200 kg, \$85/tonne, \$140/hr collection rate, \$6.30 per voucher revenue

Consolidated

**SCHEDULE "B"
TO BY-LAW 58/2010, AS AMENDED**

PUBLIC WORKS CONT'D....

NOTES	
1)	Total Development Cost includes: estimated construction value of on-site and off-site works (excluding dwellings), plus 5% contingency costs, plus 7% for engineering design, administration and inspection costs, plus applicable taxes.
2)	Construction inspection and certification for compliance of lot grading and municipal servicing to Municipal Standards is the responsibility of the developer and technical peer review by external consultants shall be an additional cost and also the responsibility of the developer
3)	Applications for site plan control and plan of subdivision shall be processed under the respective categories in addition to the consent applications and minor variance applications
4)	Application is required for notification of Emergency and Fire Services, but fee is waived for Capital Works, works by utility companies with franchise agreements (including Union Gas, Cogeco Cable, Veridian, Hydro-One, Bell Canada and contractors thereof) and other discretionary works by private contractors depending upon level of risk and issues of safety fee is not applicable to events covered by Municipal Film Policy
5)	A Street Occupation Permit or a Special Services Application may be required in addition for construction of entrance and/or culvert
6)	Permit fees for hazard trees within the right-of-way is the responsibility of the Municipality
7)	Servicing inspection fee is for one 3/4" or 1" water service, one 6" sanitary service c/w 4" reducer and one 6" storm service (additional fees will be required for additional and/or larger services)
8)	Grading and Drainage plans (i.e. Plot Plans) of individual dwellings will each require an additional application under Site Plan Control (Minor Works)
9)	Fees for camera investigation and field inspection by Public Works shall be an additional fee
10)	Fees may be exempt for locations identified by Council (i.e. special community improvement plans, Habitat for Humanity projects) for the purposes of encouraging redevelopment in the downtown and harbour area
11)	Servicing agreements and/or development agreements may not be required for developments which do not require MOE Certificates of Approval for on-site or off-site servicing works
12)	Fees may be collected by Finance Department through a Development Agreement or by Chief Building Official vis-à-vis a Building Permit application, special services application fees may additionally be required as condition of approval
13)	Fees may be collected by Finance Department upon application under the Planning Act
14)	All fees noted above are exclusive of applicable taxes
15)	The Public Works Department will not consider requests to construct new municipal service(s) under this or any category or fee type, Sanitary Service connections shall only be permitted following proof of Water Service connection to permit tracking and invoicing of usage.
16)	All drawings submitted in support of applications or conditions shall be signed and sealed by a Professional Engineer licensed to practice in the Province of Ontario prior to review by the Public Works Department, including but not limited to lot grading and drainage plans and site servicing plans
17)	Patrons of Mobility bus service required to obtain authorization by Accessibility Committee prior to use
18)	User fees are premised on rationale that the requested work benefits private owner / contractor and is not for the benefit of the general public / ratepayer
19)	Plot plans for single family residential infilling may be signed and sealed by a qualified Ontario Land Surveyor in lieu of a Professional Engineer
20)	Fee is not applicable to municipal services installed before January 1, 2006 on the following roads: Toronto Road, Molson Street, Hope Street N., Rose Glen Road, Clifton Road
21)	All applications to be received and approved by Public Works Department, proponent shall remit payment to Finance Department and provide receipt of payment prior to release of approved application
22)	Dumping of clean fill on nearby private lots during Ward 2 ditching operations considered benefit to Municipality (i.e. less travel time for disposal at yard)
23)	Dumping of wood chips on nearby private lots for mulching and flower beds during Ward 2 brushing operations considered benefit to Municipality (i.e. less travel time for disposal at yard)

Consolidated

SCHEDULE "C"
TO BY-LAW 58/2010 AS AMENDED

LACAC

- Sale of heritage plaques 30.00

Consolidated

SCHEDULE "D"
TO BY-LAW 58/2010 AS AMENDED

BUILDING DEPARTMENT

Building Permit Fee Structure		
Category or Type of Fee	Fees Based on 100% Cost Recovery	
	Base Line Fee	Adjusted Fee
Group 'C' – Low Density Residential <ul style="list-style-type: none"> • Single detached • Semi-detached (per unit) • Duplex (per unit) • Converted dwelling (per unit) • Mobile home • Apartment-in-a-house 	\$2,000/dwelling unit up to 1,500 ft. ²	\$1.33/ ft. ² for buildings with a floor area over 1,500 ft. ² . Floor area applies to finished floor area and attached garage.
Group 'C' – Multiple Residential (per unit) <ul style="list-style-type: none"> • Townhouse • Row dwelling • Triplex • Quadraplex • Apartment • Any other multiple unit dwelling • All other Group 'C' occupancies (per unit) 	\$2,000/dwelling unit up to 1,500 ft. ²	\$1.33/ ft. ² for buildings with a floor area over 1,500 ft. ² . Floor area applies to finished floor area and attached garage.
Group 'C' – Residential – Major alterations, additions, suite (≥\$25,000 construction value) and demolitions for major residential buildings	\$1,400/dwelling unit up to 1,500 ft. ²	\$0.91/ ft. ² for buildings with a floor area over 1,500 ft. ² . Floor area applies to finished floor area and attached garage.
Group 'C' <ul style="list-style-type: none"> • Attached deck • Porch • Minor alterations • Minor additions • Garage • Carport • Accessory building • All signs (per sign basis) • Fire retrofitting • Wood stoves/fuel burning appliances • Pool • Temporary buildings • Stand alone heating • Refurbishing heating • Tank installation/removal (fuel, sewage) • Other permits i.e. change of use, renewal, moving • Demolition for single detached and two-unit dwellings • L.L.B.O application • Retaining wall • Occupancy or final inspection when more than 2 years has passed since the building permit was issued • Request for copy of permit • Change of ownership 	\$150.00 flat fee for minor extension to dwelling up to <u>300</u> ft. ² or \$125/permit flat fee for other types of permits.	\$0.50/ ft. ² for minor extension to dwelling with a floor area over 300 ft. ² \$0.42/ ft. ² for other types of buildings or structures with a floor area over 300 ft. ²

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SCHEDULE "D"
TO BY-LAW 58/2010 AS AMENDED

BUILDING DEPARTMENT CONT'D...

Building Permit Fee Structure		
Category or Type of Fee	Fees Based on 100% Cost Recovery	
	Base Line Fee	Adjusted Fee
Group 'A', 'B', 'D', 'E', 'F' – new construction, complete building or shell only	\$3,100 up to 2,500 ft. ² . Applies to the shell where only the shell is constructed or to the complete building where the permit is issued for both.	\$1.24/ ft. ² for buildings with a floor area over 2,500 ft. ² . Applies to the shell where only the shell is constructed or to the complete building where the permit is issued for both.
Group 'A', 'B', 'D', 'E', 'F' – major additions or alterations (≥\$10,000 construction value)	\$2,000 up to 2,500 ft. ² . Area applies to the area being altered or the area of the addition.	\$0.80/ ft. ² for buildings with a floor area over 2,500 ft. ² . Area applies to the area being altered or the area of the addition.
Farm Buildings – new construction	\$2,000 up to 10,000 ft. ² .	\$0.20/ ft. ² for buildings with a floor area over 10,000 ft. ² .
Farm Buildings – additions, alterations, accessory buildings, hobby farms	\$300 up to 5,000 ft. ² .	\$0.06/ ft. ² for buildings with a floor area over 5,000 ft. ² .
Group 'A', 'B', 'D', 'E', 'F' – minor additions, alterations, retrofit, interior finishes, stand alone heating	\$700 up to 2,500 ft. ² .	\$0.28/ ft. ² for buildings with a floor area over 2,500 ft. ² .
Communication Tower/facility, silo, wind turbine	\$300.00 flat fee	\$300.00 flat fee
Non-Residential demolitions	\$300.00 flat fee	\$300.00 flat fee

- Plumbing permit \$100.00 + \$15.00 per fixture
- Signs impounded and being reclaimed - \$25.00 per sign, for signs 1 m2 (10.76 sq. ft.) and under in size and \$200.00 per sign, for signs larger than 1 m2 (10.76 sq. ft.) in size.
- Sandwich board signs – new \$50.00
 - Renewal – January 1 to February 1 \$10.00
 - Renewal – after February 1 \$50.00
- Sidewalk Merchandise Permit – new permit \$50.00
 - Annual Renewal Fee January 1 – February 1 \$10.00
 - Annual Renewal Fee after February 1 \$50.00
- Outdoor Restaurant/Sidewalk Patios – new patios \$50.00
 - Annual Renewal Fee \$10.00
- Municipal number for Ward 2 \$75.00
(Includes number, sign post and installation)
- Conditional Permit – 25% surcharge over the regular fee
- Building deposit - \$3,000 shall be required for all new construction unless covered elsewhere in a site plan agreement or development agreement. The unused portion, if any, shall be returned to payee upon final inspection where all deficiencies have been corrected. No deposit shall be refunded after the second anniversary of the building permit issuance.

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SCHEDULE "D"
TO BY-LAW 58/2010 AS AMENDED

BUILDING DEPARTMENT CONT'D...

- The fee calculated in accordance with the above, shall be doubled in instances where the construction commences prior to the issuance of a building permit.
- Additional Inspection Fees of \$80.00/hour for each additional inspection where the contractor/builder has depended unduly on the Municipality to identify deficiencies.
- Development charges
For fees refer to the current Development Charge By-law.

PARKING METER FEES

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

Legitimate nickels, dimes, quarters, one dollar coins (loonies) or two dollar coins (toonies) or any combination thereof to a maximum of \$4.00 or 4 hours, being the maximum allowable parking time at any meter is considered valid. Pennies (\$.01) will not be accepted by any parking meter.

- There is no fee for designated handicapped parking spaces or use of regular parking spaces in accordance with the Traffic By-law.
- There is no fee for persons operating a vehicle to which a valid Ontario Veteran license plate is registered and affixed in accordance with the Traffic By-law.
- Parking Meter Rental – Daily parking meter rental will be considered at the discretion of the Parking Authority during construction and/or building renovation or while moving in or out of a building.
- Parking Meter Rental Fee - Daily charge of \$10.00 per meter plus a \$10.00 deposit fee which is refunded at the duration of the rental.

Applicable taxes are included within the Parking Meter Fees

Consolidated

SCHEDULE "E"
TO BY-LAW 58/2010 AS AMENDED

CEMETERY

Cemetery Fees

Graves	Interment Rights	Care & Maintenance	Total
Regular	\$ 600.00	\$400.00	\$1,000.00
Infant	150.00	100.00	250.00
Cremation	348.00	45.24	393.24
Columbarium niche # 1 (Full)	1,062.50	187.50	1,250.00
Columbarium niche # 2 (Existing)	1,572.50	277.50	1,850.00
Columbarium # 3 (New)	1,785.00	315.00	2,100.00
Scattering Garden (without plaques)	230.00	29.90	259.90

Grave Markers/Monuments	Interment Rights	Care & Maintenance	Total
Flat Marker (at least 439.2 square centimeters/173 square inches)	0	50.00	50.00
Upright – Small - in height and length (up to 1.22 metres x 1.22 metres (4 feet x 4 feet))		100.00	100.00
Upright – Large - in height and length (larger than 1.22 metres x 1.22 metres (4 feet x 4 feet'))		200.00	200.00

Interments

- Adult	600.00
- Child	150.00
- Infant	0
- Cremation	250.00
- Double depth	150.00

Other

- Saturdays before 1:00 p.m.	250.00
- Winter Burial	200.00
- Holidays	250.00
- Late charges (after 3:30 p.m.)	200.00
- Cornerstone Installation (4)	40.00
- Disinterment – Regular	1,000.00
- Disinterment – Cremation	200.00
- Grave set-up	180.00
- Scattering Garden Plaque	300.00
- Lot Transfer Fee	25.00
- Grave Set Up and Dressing (Non-Municipal Operated)	230.00

Burial Permit License Fee \$10.00
(Municipal Administration Fee)

Tree Program

(includes tree with marker recognizing individual to be remembered)

- Flat Marker	\$575.00
- Natural rock sandblasted marker	700.00
- Natural rock brass plaque	775.00
- Pillow marker	825.00

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Schedule "F"
TO BY-LAW 58/2010 AS AMENDED

PLANNING & DEVELOPMENT

Type of Application	Fee
Official Plan Amendment – Basic Amendment	\$2,150.00
Official Plan Amendment – Major (large scale residential and ICI projects)	\$3,000.00
Zoning By-Law Amendment – Basic Amendment, Temporary Use	\$1,900.00
Zoning By-law Amendment – Major (large scale residential and ICI projects), Interim Control	\$2,700.00
Zoning By-law Amendment – Remove Holding Symbol, By-law renewal	\$600.00
Concurrent Official Plan and Zoning Amendment	\$3,200.00
Plan of Subdivision or Condominium – 20 lots/units or less, extension of draft and amendment to draft approval	\$8,000.00 + 4% of development cost <= \$200,000 and 2% thereafter
Plan of Subdivision or Condominium – 21 lots/units or more, extension of draft and amendment to draft approval	\$8,000.00 + \$100 per lot/unit over 20 lots/units + 4% of development cost <= \$200,000 and 2% thereafter
Plan of Subdivision or Condominium – request for final approval	\$1,000
Subdivision Agreement where not part of a subdivision application	\$3,000
Condominium Exemption	\$1,000.00
Consent to Sever (each new parcel)	\$1,125.00
Adjust., Easement, ROW	\$950.00
Change to Conditional Approval	\$250.00
Minor Variance (new build)	\$1,050.00
Minor Variance (no new build)	\$925.00
Site Plan Control – Basic, or amendment to agreement. Includes agreement to original site plan application	\$2,000
Site Plan Control – Major (large scale residential and ICI projects) includes agreement	\$3,500.00 + 4% of development cost <= \$200,000 and 2% thereafter
Development Agreement separate from a site plan agreement	\$2,500.00
Development Agreement - Amendment	\$1,500.00
Part Lot Control By-law, validation of title	\$1,000
Zoning Compliance Letter	\$50.00

Consolidated

SCHEDULE "G"
TO BY-LAW 58/2010 AS AMENDED

FINANCE

Penalty and Interest Charges on the Water and Sewer Arrears and Miscellaneous Receivables:

- Three days after the due date 1.25% penalty shall be added to the total amount due.
- On or about 30 days following an additional 1.25% penalty is added on the total outstanding, until paid.

• Tax Certificates	\$25.00
• Non-Sufficient Funds (NSF) cheque or returned payment fee	\$25.00
• Unofficial printout of property tax accounts	\$10.00
• Tax Sale Administration Fee prior to registration of the first deed	\$500.00

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SCHEDULE "H"
TO BY-LAW 58/2010 AS AMENDED

ANIMAL CONTROL

Animal Control

- Natural dogs (not spayed or neutered) before February 28 15.00
- Natural dogs (not spayed or neutered) after February 28 20.00
- Spay or neutered dogs before February 28 10.00
- Spay or neutered dogs after February 28 15.00
- Kennel Licenses 100.00
- Replacement dog tags 5.00
- Order to Restrain – Hearing Fee 15.00

Livestock Valuer

- Fee per evaluation and re-attendance as required 60.00 each
Plus applicable mileage

Poundkeeping Fees (Ward 2)

In accordance with the Pounds Act, any animal delivered to the Poundkeeper or confined by the Poundkeeper shall be provided with adequate food, water and shelter during the whole time that such animal is impounded or confined.

The following fee schedule shall apply to the above service:

- Horse \$15.00 per head per day
- Bull, Cow or other cattle \$15.00 per head per day
- Donkey and Lama \$15.00 per head per day
- Other exotic large animal \$15.00 per head per animal
- Goat \$12.00 per head per day
- Sheep \$12.00 per head per day
- Pig \$ 6.00 per head per day
- Ostrich and Emu \$ 6.00 per bird per day
- Other exotic small animal or bird \$ 5.00 per animal
- Geese, Turkey or other poultry \$ 3.00 per bird per day

In addition that

- a \$12.00 per hour fee for services rendered by the Poundkeeper shall apply in carrying out the provisions of the Pounds Act over and above fees for food, water and shelter.
- the owner of any livestock or poultry running at large contrary to the Pounds Act shall be liable for damages done by such animal based on actual costs.
- costs incurred for services rendered or supplies expended including veterinary fees or fees and charges through any other organization required for the health and welfare of the animal shall be based on actual cost recovery for fees and charges incurred.

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SCHEDULE "I"
TO BY-LAW 58/2010 AS AMENDED

ADMINISTRATION

Photocopies	Fee
➤ 1 to 10 original documents	
double-sided	\$.25 per sheet
single-sided	\$.20 per sheet
➤ 11 to 50 original documents	
double-sided	\$.20 per sheet
single-sided	\$.15 per sheet
➤ over 50 original documents	
double-sided	\$.15 per sheet
single-sided	\$.10 per sheet
Corporate Services	
Accessibility for Ontarians with Disabilities Act (AODA)	
<ul style="list-style-type: none"> ➤ The Corporation's regularly administered Schedule of Fees and Services shall apply unless otherwise specifically provided for herein. ➤ The Municipality will make reasonable efforts in light of the requester's disability to provide the documentation. 	
Agenda	Fee
Printed Copy (<i>Complete printed copy of agenda with relevant attachments per agenda, except for copies produced for Council members</i>).	\$10.00 per agenda
CD Version (<i>Complete copy of agenda with relevant attachments on CD including weekly updates per CD issued</i>).	\$10.00 per CD issued
Store 'n Go USB Drive/Memory Stick (<i>Complete copy of agenda with relevant attachments on a Store 'n Go USB Drive/Memory Stick including weekly updates per USB Drive/Memory Stick issued</i>).	\$25.00 per USB Drive
Registered Press to receive a complimentary hard copy and/or free weekly updates on a CD or USB Drive/Memory Stick which they provide.	
Closed Meeting Investigator	Fee
Closed Meeting Investigator-Complaint Filing Fee	\$25.00 per individual complaint

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SCHEDULE "I"
TO BY-LAW 58/2010 AS AMENDED

ADMINISTRATION/CORPORATE SERVICES CONT'D....

Commissioner of Oaths	Fee
Commissioning of Oath Services including commissioning of an affidavit by the Clerk or Deputy Clerk for documents such as (but not limited to): <ul style="list-style-type: none"> ➤ Passports ➤ Consents to Travel ➤ Residency documentation ➤ Vehicle transfers ➤ Deeds ➤ Insurance claims ➤ Pension Plan documents ➤ Certify documents as "true copies" ➤ Birth and Death information applications as prescribed by Statute ➤ Certification of identifiable individual's signature 	\$5.00 per document for non-residents and all business entities.
Drafting an Affidavit or Statutory Declaration including Commissioning	\$5.00 per document for non-residents and all business entities.
Fence Viewing (Ward 2)	
Fence Viewer Fee	3 Fence-Viewers @ \$60.00 each per Fence Viewer attendance or re-attendance plus mileage rate as set by the Municipality of Port Hope from time to time.
Postage/Registered Mail/Prescribed Forms/Stationery	Actual cost recovery of cost incurred
Photocopies	Refer to rate set above
Ontario Land Surveyor	Actual cost recovery of cost incurred
Other applicable costs as required to carry out the provisions of the Line Fences Act	Actual cost recovery of cost incurred
Freedom of Information and Protection of Privacy Act (FOI)	Fees as defined in the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, REGULATION 460, amended to O.Reg. 92/07, and as amended from time to time.
Integrity Commissioner-complaint filing fee	\$25.00 per individual complaint

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SCHEDULE "I"
TO BY-LAW 58/2010 AS AMENDED

ADMINISTRATION/CORPORATE SERVICES CONT'D....

Licenses	Fee
Annual Bed and Breakfast License	\$100
Annual Taxicab or Limousine Owner License <i>(*plus cost of municipal license plate at market cost per vehicle)</i>	\$105.00 per vehicle* (will include vehicle meter calibration / sticker)
Annual Taxicab or Limousine Owner License RENEWAL per vehicle	\$105.00 per vehicle (will include vehicle meter calibration / sticker)
Annual Taxicab or Limousine DRIVER License	\$45.00 per license (will include driver photographs and wallet sized ID)
Annual Taxicab or Limousine Driver License RENEWAL	\$45.00 per license (will include driver photographs and wallet sized ID)
Replacement Lost License - Taxi or Limousine Driver	\$25.00 per license
Replacement – Lost Municipal Vehicle License Identification Number/Plate for Taxicab or Limousine	Current Market Cost
Annual Refreshment Vehicle License	\$500.00
Annual Hawkers and Peddlers License	\$400.00
License Agreements	\$400.00 + expenses
Marriage Licenses	\$100.00
Civil Marriage Solemnization	\$350.00
Lotteries – Alcohol and Gaming Commission	
Amendments of Particulars on License	\$25.00
Extension of Expiry Date on License	\$25.00
Approval for Licenses issued by the Province or another Municipality	\$25.00
Facsimile Transmission to or for Third Parties	\$5.00
List of Break-Open Ticket Sales Locations or Organizations	\$10.00
Bazaars	3% of prize value
Bingos (Non-Pooling Hall)	3% of prize value
Bingos (Pooling Halls)	\$165 per event
Break-Open Tickets	3% of prize value
Raffles	3% of prize value

Consolidated

SCHEDULE "I"
TO BY-LAW 58/2010 AS AMENDED

ADMINISTRATION/CORPORATE SERVICES CONT'D....

Taxi Fares	
Pick-up charge	\$4.75
Pick-up (senior citizen)	\$4.25
Meter Charge	\$.35 1/5km (\$1.75/km)
Meter Charge (senior citizen)	\$.25 1/5km (\$1.25/km)
Stops during the trip	\$1.50 per stop
Waiting time at stops	\$.75 per minute after 2 minutes
Parcel unloading charge	\$.75 per minute after 2 minutes
Destination waiting charge	\$.75 per minute for waiting at final trip destination
Except as otherwise provided in the By-law, no taxicab driver licensed under this By-law shall charge a rate of fare for the conveyance of goods or passengers within the limits of the Municipality of Port Hope except in accordance with the fee	\$.30 per 1/5km for regular meter fares \$.20 per 1/5km for senior fares
Every taxicab driver licensed under this By-law shall compute the rate of fare as set out in this Schedule from the time of the engagement of the vehicle to the time the goods or passengers are discharged from the vehicle.	

Consolidated

SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE

ADMISSIONS

JACK BURGER SPORTS COMPLEX - ARENA	2012	2013	2014	2015	2016
General Admissions (plus applicable taxes)					
ONE HOUR PUBLIC SKATING					
Child, youth & senior	1.33	1.55	1.55	1.77	1.77
Adult	1.99	2.21	2.21	2.43	2.43
Family	3.76	4.20	4.65	4.87	4.87
ONE AND A HALF HOUR PUBLIC SKATING					
Child, youth and senior	1.55	1.77	1.99	2.21	2.43
Adult	2.88	2.88	3.10	3.10	3.32
Family	5.97	6.19	6.64	6.86	7.08
ART ON ICE/CHILD YOUTH SHINNY					
Child, youth and senior	1.55	1.77	1.99	2.21	2.43
Adult	2.88	2.88	3.10	3.10	3.32
Family	5.97	6.19	6.64	6.86	7.08
PARENT AND TOT SKATING					
Adult	1.77	1.77	1.99	1.99	1.99
Child	Free	Free	Free	Free	Free
ADULT WEEKLY SKATING					
Adult	1.77	1.77	1.99	1.99	1.99
ADULT SHINNY					
Adult	3.09	3.54	3.54	3.98	4.42
Goalies	Free	Free	Free	Free	Free
TICKET ICE					
Skater	5.31	5.31	5.31	5.75	5.75
Coach (while coaching only)	Free	Free	Free	Free	Free
SHUFFLEBOARD (arena floor)					
Per person	1.99	1.99	2.21	2.43	2.65
Miscellaneous					
Skate sharpening (per pair)	4.42	4.42	4.42	4.87	4.87
JACK BURGER SPORTS COMPLEX - POOL					
Drop in Swim Fees (plus applicable taxes)					
Child/youth	2.85	2.85	2.90	2.94	2.98
Senior	3.08	2.85	2.90	2.94	2.98
Adult	4.27	4.39	4.45	4.52	4.59
Family	9.02	9.15	9.28	9.38	9.52
Adult aqua fit	7.12	7.22	7.32	7.43	7.54
Senior aqua fit	5.08	4.69	4.76	4.83	4.90
Promo Swim	1.74	1.74	1.74	1.74	1.74
TOWN PARK RECREATION CENTRE					
Drop- in Fees (plus applicable taxes)					
After school drop in	1.74	1.74	2.61	2.61	2.61
Child/Youth & Senior	0.87	.087	.087	.087	.087
Adult drop in	1.74	1.74	2.61	2.61	2.61
Adult drop in specialty	3.48	3.48	3.48	3.48	3.48
Adult drop in specialty certified Instructors	5.22	5.22	5.22	5.22	5.22

Admission Notes:

All Drop in Multi-Passes (not applicable to Aquafit/Aquaeasy) are to be calculated at the rates of:

- 5 passes at a cost of \$4.00
- 10 passes at a cost of \$8.00
- 20 passed at a cost of \$15.00

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

Child, Youth and Senior Rates are discounted at a rate of 35%

All admissions will be rounded to the nearest quarter.

Consolidated

SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

FACILITIES

	2012	2013	2014	2015	2016
JACK BURGER SPORTS COMPLEX - ARENA					
FACILITY RENTALS					
Rooms/hour arena meeting room/pool viewing room	14.75	14.97	15.20	15.42	15.66
<i>Port Hope Minor Hockey and Port Hope Figure Skating Club are exempt from paying rental on arena warm room due to contributions in building the space for their use.</i>					
Arena Floor sport booking/hr	39.82	44.25	44.25	48.67	53.10
Arena Floor special event half day	398.20	420.35	420.35	442.48	442.48
Arena Floor special event full day	730.09	752.21	752.21	774.34	774.34
Lobby space (per day for profit)	25.00	25.00	25.00	25.00	25.00
Arena Ice Rentals (Fee are per hour Plus Applicable taxes)					
Resident non prime time	114.16	119.47	123.89	127.43	130.09
Resident prime time	151.33	153.98	158.41	161.06	164.60
Non prime time minor sport	86.72	89.38	92.04	93.81	95.58
Prime time minor sport	108.85	113.27	115.93	118.58	120.35
Sponsor non profit public skating per hr	108.85	113.27	115.93	118.58	120.35
Sponsor business public skating per hr	151.33	153.98	158.41	161.06	164.60
JACK BURGER SPORTS COMPLEX - POOL					
Pool Rental Fees- User Groups (Fee are per hour Plus Applicable taxes)					
Youth/ Senior	49.87	52.79	53.58	54.38	55.20
Adult/ Service	67.70	69.04	70.07	71.12	72.19
Private Resident	78.85	81.22	82.43	83.67	84.93
Commercial/Corporate	97.85	101.53	103.05	104.60	106.17
Sponsor non profit public swimming per hr (includes 3 guards)	103.87	107.87	109.74	111.65	113.61
Sponsor business public swimming per hr (includes 3 guards)	151.85	156.61	159.21	161.87	164.58
Guard fee (per guard per hr)	18.00	18.36	18.72	19.09	19.47
Water walkway rental per hr (fee includes additional guard)	25.00	25.00	25.00	25.00	25.00
CANTON MUNICIPAL OFFICE (plus applicable taxes)					
Program Drop In fee	1.74	1.74	1.74	1.74	1.74
Youth/Senior Rental up to 2.5 hrs	17.40	17.66	17.92	18.19	18.46
Adult/Service Rental up to 2.5 hrs	22.75	23.09	23.44	23.79	24.15
Private/Resident Rental up to 2.5 hrs	26.77	27.17	27.58	27.99	28.41
Corporate/Commercial Rental up to 2.5 hours	33.46	33.96	34.47	34.99	35.51
Youth/Senior Rental over 2.5hrs (per day)	27.90	28.32	28.74	29.17	29.61
Adult/Service Rental over 2.5hrs (per day)	36.46	37.01	37.57	38.13	38.72
Private/Resident Rental over 2.5 hrs (per day)	42.90	43.54	44.19	44.85	45.52
Corporate/Commercial Rental over 2.5 hrs (per day)	53.62	54.42	55.24	56.07	56.91
Kitchen Use (per day)	25.00	25.00	25.00	25.00	25.00
RUTH CLARKE ACTIVITY CENTRE (plus applicable taxes)					
Youth/Senior Rental up to 2.5 hrs	17.40	17.66	17.92	18.19	18.46
Adult/Service Rental up to 2.5 hrs	22.75	23.09	23.44	23.79	24.15
Private/Resident Rental up to 2.5 hrs	26.77	27.17	27.58	27.99	28.41
Corporate/Commercial Rental up to 2.5 hours	33.46	33.96	34.47	34.99	35.51
Youth/Senior Rental over 2.5hrs (per day)	27.90	28.32	28.74	29.17	29.61
Adult/Service Rental over 2.5hrs (per day)	36.46	37.01	37.57	38.13	38.72
Private/Resident Rental over 2.5 hrs (per day)	42.90	43.54	44.19	44.85	45.52
Corporate/Commercial Rental over 2.5 hrs (per day)	53.62	54.42	55.24	56.07	56.91
Kitchen Use (per day)	25.00	25.00	25.00	25.00	25.00
TOWN PARK RECREATION CENTRE (rates per hour plus applicable taxes)					
PROGRAM ROOM A					
Youth/ Senior	12.31	12.49	12.68	12.87	13.06
Adult/ Services	16.10	16.34	16.59	16.84	17.09
Private/ Resident	18.94	19.22	19.51	19.80	20.09
Corporate/ Commercial	23.68	24.04	24.40	24.77	25.13

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SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

TOWN PARK RECREATION CENTRE (rates per hour plus applicable taxes)	2012	2013	2014	2015	2016
PROGRAM ROOM B					
Youth/ Senior	9.59	9.73	9.88	10.03	10.18
Adult/ Services	12.54	12.73	12.92	13.11	13.31
Private/ Resident	14.75	14.97	15.20	15.42	15.66
Corporate/Commercial	18.43	18.71	18.99	19.27	19.56
PROGRAM ROOM A and B					
Youth/ Senior	15.73	15.97	16.20	16.45	16.70
Adult/ Services	20.56	20.87	21.18	21.50	21.82
Private/ Resident	24.20	24.56	24.93	25.31	25.68
Corporate/ Commercial	30.25	30.70	31.16	31.63	32.11
1/2 Cameco Gymnasium					
Youth/ Senior	20.56	20.87	21.18	21.50	21.82
Adult/ Services	26.89	27.29	27.70	28.12	28.54
Private/ Resident	31.63	32.10	32.59	33.07	33.57
Corporate/ Commercial	39.53	40.12	40.72	41.34	41.96
Cameco Gymnasium					
Youth/ Senior	27.78	28.19	28.61	29.04	29.48
Adult/ Services	36.33	36.87	37.42	37.98	38.55
Private/ Resident	42.75	43.39	44.04	44.70	45.37
Corporate/ Commercial	53.44	54.24	55.05	55.88	56.72
Kitchen					
Kitchen per day rate (full use)	50.00	50.00	50.00	50.00	50.00
Kitchen per day rate (minimal use)	25.00	25.00	25.00	25.00	25.00
Fall Fair Centre					
Youth/ Senior	20.56	20.87	21.18	21.50	21.82
Adult/ Services	26.89	27.29	27.70	28.12	28.54
Private/ Resident	31.63	32.10	32.59	33.07	33.57
Corporate/Commercial	39.54	40.13	40.74	41.35	41.97
Additional Fees					
PA System (with 1 mic) per event	50.00	50.00	50.00	50.00	50.00
Additional microphones/ item/event	10.00	10.00	10.00	10.00	10.00
Power point projector/event	20.00	20.00	20.00	20.00	20.00
Cups and saucers/event	30.00	30.00	30.00	30.00	30.00
Dinner plates/flatware/event	50.00	50.00	50.00	50.00	50.00
Licensed event	10.00	10.00	10.00	10.00	10.00

FACILITIES NOTES

Jack Burger Sports Complex - Arena

Prime Time Ice: Monday to Friday – 4pm – 11pm
Saturday and Sunday – 8am – 10pm

Non Prime Time Ice: Monday to Friday – 7am–4pm
Saturday and Sunday – 6am–8am and 10pm–2am

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

Non resident – rentals are those groups or individuals that are not based within the boundaries of the Municipality of Port Hope, nor have any significant participation from the Municipality. These groups/individuals will be charged an additional 25% surcharge on the applicable rate.

Additional Set-up/Take Down

Costs associated with additional setup/take down requirements for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour

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

Consolidated

SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

Jack Burger Sports Complex POOL and Town Park Recreation Centre

Annual increases based on a 1.5 % increase

Pool and arena bookings will be charged in half hour or one hour increments.

Town Park Recreation Centre rentals that are consecutive multi-day functions will be charged a maximum of 8hrs/day of the rental fees.

Definitions for Rental Group Structure

Youth/Senior – (less 35% of Base) Applies to organizations or individuals that are non-revenue generating or raise funds for community projects or raise funds for their organization's operations or are incorporated as not for profit. These organizations will provide services for children, youth, or seniors.

Examples include, but are not limited to NORAC Swim School/Competitive Youth, Bluebirds, and Swim for Independence, School Groups, and Port Hope Minor Sports orgs.

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

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

Private Resident/Banquet – (plus 15% of Base) Applies to individuals/groups that reside in the Municipality of Port Hope and are renting the gym space for private use, primarily for banquet or seated activities. Examples include, but are not limited to Birthday Parties, Weddings, Dances and Family Functions.

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

Non resident – rentals are those groups or individuals that are not based within the boundaries of the Municipality of Port Hope, nor have any significant participation from the Municipality. These groups/individuals will be charged an additional 25% surcharge on the applicable rate.

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

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

The Municipality of Port Hope, Department of Parks, Recreation and Culture can and will ensure that the Town Park Recreation Centre maximizes it's availability to meet the needs of renters.

Should arrangements need to be made the following considerations will be taken:

1. The maximum number of hours charged for in a 24 hour period will be 12

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SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

Additional Set-up/Take Down

Costs associated with additional setup/take down requirements for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour

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

PROGRAMS

	2012	2013	2014	2015	2016					
JACK BURGER SPORTS COMPLEX - POOL										
Recreation Software (per family/registration for all programs)	.50	.50	.50	.50	.50					
Administration Fee	10.00	12.50	12.50	12.50	12.50					
SWIM LESSONS - CHILDREN/YOUTH UNDER 14										
30 Minute Swim Lesson/lesson	6.00	6.09	6.19	6.28	6.38					
45 Minute Swim Lesson/lesson	6.50	6.59	6.69	6.78	6.88					
60 Minute Swim Lesson/lesson	7.25	7.38	7.50	7.63	7.75					
Private Swim Lesson/lesson	19.00	19.25	19.50	19.75	20.00					
Semi- Private Swim Lesson- per child per lesson	13.00	13.25	13.50	13.75	14.00					
Children's Birthday Party Pool Pkg (1hr pool, followed by 1hr room includes 1grd for up to 25 people) tax exempt	111.60	114.55	116.35	118.18	120.06					
ADULT LESSONS										
Swim Lessons (adult and senior)/lesson	6.18	6.59	6.69	6.78	6.88					
SPECIALTY AQUATICS (plus taxes where applicable)										
Synchronized Swimming 35wk program (60 min/wk) (adult program add tax)	253.75	257.57	261.43	265.35	269.33					
AQUAFIT/EASY (plus taxes)										
Aquafit/Aquaeasy (A=adult, SR=senior) per lesson	A	SR	A	SR	A	SR	A	SR	A	SR
45 Minute Aquafit/Aquaeasy (1 class/wk)	6.18	4.02	6.25	4.06	6.38	4.15	6.47	4.21	6.56	4.26
45 Minute Aquafit/Aquaeasy (2 classes/wk)	5.41	3.52	5.47	3.56	5.58	3.63	5.67	3.69	5.75	3.74
45 Minute Aquafit/Aquaeasy (3 classes/wk)	4.64	3.02	4.69	3.05	4.78	3.11	4.87	3.17	4.93	3.21
45 Minute Aquafit/Aquaeasy (4 classes/wk)	4.25	2.76	4.30	2.80	4.38	2.85	4.46	2.90	4.52	2.94
45 Minute Aquafit/Aquaeasy (5 classes/wk)	4.02	2.61	4.06	2.64	4.14	2.69	4.22	2.74	4.27	2.78

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SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

PROGRAMS

	2012	2013	2014	2015	2016
LEADERSHIP					
<i>(plus taxes where applicable)</i>					
Canadian Swim Patrol/course	59.00	60.00	61.00	62.00	63.00
Bronze Star/course	70.00	71.00	72.00	73.00	74.00
Bronze Medallion/course	171.00	173.75	176.25	179.00	181.50
Bronze Cross/course	133.00	135.00	137.00	139.00	141.00
National Lifeguard/course	239.40	243.00	246.75	250.50	254.00
Assistant Water Safety Instructor/course	277.40	281.00	285.00	289.00	293.00
Water Safety Instructor/course	277.40	281.00	285.00	289.00	293.00
Recertification/course	74.10	75.00	76.00	77.00	78.00
TOWN PARK RECREATION CENTRE					
Programs CHILDREN AND YOUTH UNDER 14					
Preschool (0 to 5) (per lesson)	5.56	5.66	5.75	5.84	5.94
Children and Youth (6 to 13) (per lesson)	5.56	5.66	5.75	5.84	5.94
Youth Specialty (Babysitting Course & sessional L.I.T)	50.00	50.75	51.50	52.25	53.00
After School (per 5 day week)	8.31	8.44	8.56	8.69	8.81
After school (per 2 day week)	3.88	3.94	4.00	4.06	4.13
Birthday Parties (tax exempt)					
Birthday Parties (GYM)	86.25	87.50	89.00	90.25	91.50
Birthday Parties (PROGRAM ROOM)	76.00	77.25	78.50	79.50	80.75
Day Camp (tax exempt) (1)					
Day Camp Daily	26.50	27.00	27.50	28.00	28.50
Day Camp Weekly	101.50	103.00	104.50	106.00	107.75
Day Camp Trip Day	45.75	46.50	47.25	48.00	48.50
Day Camp Specialty	122.00	123.75	125.50	127.50	129.25
Day Camp Leadership (Jr & Sr per course) 2 week program	182.75	185.50	188.00	191.00	194.00
Day Camp Adv Leadership (Sr L.I.T) per course 1 week program	101.50	103.00	104.50	106.00	107.75
Day Camp Half Day Daily	14.25	14.50	14.75	15.00	15.25
Day Camp Half Day Weekly	40.50	41.25	42.00	42.50	43.00
Day Camp Preschool Daily	8.00	8.00	8.00	8.00	8.00
Day Camp Extended weekly (per week per family)	15.00	15.00	15.00	15.00	15.00

Program Notes:

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

Effective 2012 -

All program fee increases based on a 1.5% annual increase.

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

Senior Discount does not apply to Lessons.

Multi Week class rates are determined by 2/week less 25% of Base Price 3 or more per week less 50% of the Base Price – added to the Base Rate

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

Consolidated

SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

Parks (plus applicable taxes)	2012	2013	2014	2015	2016
Seasonal User Fees (adults 18 years +/team)	82.50	93.75	105.00	116.25	127.50
Seasonal User Fees (minor sports = per child)	5.50	6.25	7.00	7.75	8.50
Lining (adults only/diamond)	13.00	14.00	15.00	15.00	15.00
Lights ** (adults +minor/diamond/hr)	10/hr	12/hr	15/hr	17/hr	20/hr
Grooming fees (adults only/diamond)	5.00	5.00	6.00	6.00	8.00
Picnic (per hour)	10.00	12.00	13.00	14.00	15.00
Picnic Table Rentals	3.00	3.00	5.00	5.00	7.00
Tournaments/special event (adult& minor) (Per day/sports field includes one lining)	50.00	50.00	75.00	100.00	125.00
Delivery Fee (per location)	10.00	12.00	15.00	18.00	20.00
Canteen building rental (per day)	25.00	25.00	50.00	50.00	75.00
Storage					
Storage is per linear foot for the season	13.00/ft	14.00/ft	15.00/ft	15.00/ft	18.00/ft
Marina (plus applicable taxes)					
SEASONAL SERVICES					
Seasonal Boat Launch	55.00	56.75	58.50	65.00	65.00
Seasonal (no hydro) dock per foot	16.75	20.00	38.60	39.75	40.30
TOTAL Surcharge for charter boats, per foot (+25% by 2015)	18.50	22.00	42.50	43.75	44.35
TRANSIENT SERVICES					
Daily Boat Launch	5.50	6.00	6.75	7.25	8.00
Overnight Dock without hydro	1.00/ft	1.10/ft	1.25/ft	1.35/ft	1.50/ft
Overnight Dock with hydro	1.25/ft	1.40/ft	1.50/ft	1.65/ft	1.80/ft

Parks Notes

Additional Set-up/Take Down

Costs associated with additional setup/take down requirements for any rental will be determined in the user contract agreement, at a rate of \$25.00 /hour

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

Light fees will be charged in 1hr increments.

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SCHEDULE "J"
TO BY-LAW 58/2010 AS AMENDED

PARKS, RECREATION AND CULTURE CONT'D...

ADVERTISING

- Advertising Locations (plus applicable taxes)	2012	2013	2014	2015	2016
Arena Walls/yr	160.50	175.00	195.00	210.00	225.00
Zamboni (one side)/yr	240.75	275.00	300.00	325.00	350.00
Zamboni (both sides)/yr	481.50	500.00	550.00	575.00	625.00
Arena Boards/yr (must commit to a 3yr term)	350.00	350.00	375.00	375.00	375.00
Ball Fields/yr (outfield fence)	160.50	175.00	195.00	210.00	225.00
Washrooms/yr	125.00	150.00	175.00	190.00	200.00
Lobby Monthly	20.00	25.00	30.00	35.00	40.00
Lobby 6 mths	85.00	90.00	100.00	115.00	125.00
Lobby 1yr	125.00	150.00	175.00	190.00	200.00
TPRC Scoreclock/yr	250.00	250.00	250.00	275.00	275.00
Press Box JBSC/yr	321.00	350.00	375.00	375.00	400.00

Advertising Specifications

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

Consolidated

SCHEDULE "K"
TO BY-LAW 58/2010 AS AMENDED

FIRE AND EMERGENCY SERVICES

Burn Permits (annual fee) effective January 1, 2012** <i>This fee can be revoked by the Director of Fire and Emergency Services or his/her designate.</i>	\$ 20.00
Use of fire apparatus for non-emergency use. <i>This fee would not be applicable to local non-profit organizations or other Municipal departments.</i>	\$425.00
Use of fire apparatus with crew for fire protection at special events.	\$425.00
Fireworks permit fee – Establishments offering fireworks for sale (annual fee)	\$100.00
Fireworks permit fee – Individual special events (per display)	\$200.00
Letter or copies of reports required for sale of property, insurance purposes or banking requests	\$ 50.00
Fire Inspections for the purposes of property sales, insurance company requests, and liquor license approvals.	\$ 75.00
False Alarms after three (3) in one calendar year (per occurrence)	\$ 300.00
Non- Resident Motor Vehicle Collisions –	Hourly rate as per MTO approved current rate
Fire Apparatus Standby with crew	Current MTO rates
Fire Response Fees – Indemnification Technology ®,	Current MTO rates plus any additional costs to the Municipality of Port Hope

Consolidated

SCHEDULE "L"
TO BY-LAW 58/2010

ECONOMIC DEVELOPMENT AND TOURISM

- Community Entrance Sign Display Fee \$45.00 per event display