

## SCHEDULE A

### FEES AND CHARGES

**NOTE: UNLESS OTHERWISE INDICATED, THE “CURRENT FEE” WILL REMAIN IN EFFECT**

ADMINISTRATIVE SERVICES	New Fee	Current Fee	
911 Sign and Post (with or without building)		\$60.00	
Accounts Receivable (accounts outstanding after 60 days following invoice date)		1.25%	per month
Administration fee <ul style="list-style-type: none"> <li>- misdirected payment</li> <li>- adding outstanding charges to tax roll</li> <li>- arrangements for weed cutting</li> </ul>		\$25.00	
Advertising Hosting Fee		\$50.00	
By-law Appeal – Filing Fee	\$100.00	n/a – new	per appeal
Certified Copies of Municipal Documents	\$15.00	n/a – new	per document
Code of Conduct Complaint (refundable on recommendation of Integrity Commissioner)		\$250.00	
DVD/CD (any copied document or documents)		\$10.00	
Election Sign Removal	\$20.00	n/a – new	per sign
Fireworks Permit		\$100.00	
NSF cheque		\$25.00	
Map (Town)		\$30.00	
- PLUS -		\$3.00	per square foot
Marriage Solemnization			
- during business hours		\$250.00	
- after business hours		\$350.00	
- PLUS - travel from and return to municipal office	\$0.58	\$0.54	per kilometer
Merchandise and Apparel		Cost + 15%	
MYKingsville website advertising space		\$85.00	per month
Notice of Registration of Death (Form 17)		\$10.00	
Noise Permit		\$50.00	
Non-Objection Letter (AGCO)		\$25.00	
Over the Road Banner		\$50.00	
Photocopies			
- on-site		\$0.50	per copy
- off-site		Cost	
Portable Signs			
- permit		\$65.00	
- removal		\$75.00	per hour
- storage		\$20.00	per day
- variance		\$65.00	
Property Information Report (PIR)		\$100.00	
- within 5 days, excluding holidays		\$200.00	
Property Report (for information not included in the PIR)		\$50.00	per department
Property File Document Retrieval			
- picked up at Town office		\$7.50	
- delivered by mail, email or fax		\$17.50	
Refund Charge		\$25.00	
Request for Fence Viewers		\$750.00	
Severance – property roll creation		\$100.00	
Signing of Document as a Commissioner for Taking Affidavits		\$15.00	up to 3 documents, seniors exempt
Signing of Document as a Notary Public		\$50.00	up to 3 documents
Statement of Death (Form 15)		\$15.00	
Statement of Account			
- picked up at Town office		\$7.50	seniors exempt
- delivered by mail, email or fax		\$17.50	
Tax Certificate (includes outstanding water)		\$75.00	per property
- within two business days		\$150.00	per property
Tax Notice – Duplicate			
- picked up at Town office		\$7.50	seniors exempt

- delivered by mail, email or fax		\$17.50	
Tax Registration		cost	
Tax Sale Tender Package		\$10.00	
Town Flag		cost	
Utility Account Set Up		\$25.00	
- PLUS SECURITY DEPOSIT (Tenant Accounts)			
Water Notice – Duplicate			
- picked up at Town office		\$7.50	seniors exempt
- delivered by mail, email or fax		\$17.50	

CEMETERY SERVICES				
GRAVE		INTERMENT RIGHTS	CARE AND MAINTENANCE	TOTAL PRICE
Greenhill Cemetery - Adult or Child (standard 3'4" X 8')		\$600.00	\$400.00	\$1,000.00
Greenhill Cemetery - Cremation		\$300.00	\$200.00	\$500.00
Greenhill Cemetery - Infant (standard 12" X 24")		\$150.00	\$150.00	\$300.00
All Other Active Cemeteries - Adult or Child (standard 3'4" X 8')		\$450.00	\$300.00	\$750.00
All Other Active Cemeteries - Cremation		\$150.00	\$100.00	\$250.00
INTERMENT (includes opening/closing grave, lowering/raising device, grass seeding)				
Dates and Times			Adult or Child Grave	Infant Grave or Cremated Remains
March 16 – December 14	Weekdays 10:00 a.m. to 3:30 p.m.		\$725.00	\$300.00
	Saturdays 10:00 a.m. to 2:00 p.m.		\$885.00	\$425.00
December 15 – March 15	Weekdays 10:00 a.m. to 3:30 p.m.		\$775.00	\$350.00
	Saturdays 10:00 a.m. to 2:00 p.m.		\$935.00	\$475.00
MAXIMUM FOR ASSISTED SERVICES (in accordance with O. Reg. 184/12 made under the Funeral, Burial and Cremation Services Act, 2002)				
Interment Rights and Interment – Adult or Child Grave				\$1,300.00
Interment Rights and Interment – Cremated Remains				\$500.00
Interment Rights and Interment – Receipt from Irregular Burial Site				\$650.00
DISINTERMENT (includes opening/closing grave, lowering/raising device, grass seeding)				
Dates and Times			Adult or Child Grave	Infant Grave or Cremated Remains
March 16 – December 14	Weekdays 10:00 a.m. to 3:30 p.m.		\$1,500.00	\$300.00
	Saturdays 10:00 a.m. to 2:00 p.m.		\$1,870.00	\$400.00
December 15 – March 15	Weekdays 10:00 a.m. to 3:30 p.m.		\$1,615.00	\$350.00
	Saturdays 10:00 a.m. to 2:00 p.m.		\$1,985.00	\$450.00
MARKER / MONUMENT CARE AND MAINTENANCE				
Flat	Less than 173 square inches			\$0.00
	At least 173 square inches			\$50.00
Upright	4 feet or less in height and 4 feet or less in length, including base			\$100.00
	More than 4 feet in either height or length, including base			\$200.00
OTHER SERVICES				
Transfer Of Interment Rights			\$40.00	
Marker Locating			\$25.00	
Marker Inspection			\$25.00	
Tent Rental (March 16 to December 14 only)			\$100.00	
License ( <i>HST exempt</i> )			as set by Ministry of Consumer Services	

Note: Interment services outside the above listed dates and times will be performed at cost.  
Please contact the Public Works Manager for more information.

FIRE SERVICES			
ACGO Letters (for liquor related premises and events)	\$100.00		
Inspection Order with violations re-inspection	\$100.00		
Non-resident Motor Vehicle Accident or Fire Attendance	as set by MTO		
Non Emergency Alarm Activation (following third alarm within 6 months)	as set by MTO		
Occurrence Report Normal	\$40.00		
Occurrence Report with Full Investigation	\$100.00		
Fire Safety Request for Training Services	\$100.00	Per session (up to 2 hrs)	
Fire Training provided to other Fire Departments	Cost		
Persistent Prohibited Open Burn (following second attendance at same property or properties owned by the same owner)	as set by MTO		
- PLUS - heavy equipment	cost		
- foam	cost		
Inspection (from PIR report)	\$100.00		
Propane Review / Documentation			
- Level I	\$80.00		
- Level II	\$80.00		
- PLUS - legal or engineering review	Cost		
Technical Rescue Team Services	Cost		
LICENSES			
Charitable Gaming			
Bingo	3%	of prize	
Media Bingo	3%	of prize	
Break Open (Nevada) Tickets	3%	of prize	
Raffle	3%	of prize	
Bazaar			
- Raffle & Bingo	3%	of prize	
- Wheel of Fortune	\$10		
Dog			
- January 1 to March 31	\$20.00		
- April 1 to December 31	\$40.00		
- PLUS – By-law Enforcement Officer attendance	\$15.00		
Kennel (includes one dog license)	\$110.00		
Hunting			
Pheasant			
- resident	\$12.50		
- non-resident	\$18.00		
Rabbit			
- resident	\$10.00		
- non-resident	\$10.00		
Marriage	\$125.00		
Refreshment Vehicle			
- first vehicle	\$250.00		
- second vehicle	\$125.00		
Taxi / Limousine / Vehicle for Hire			
Vehicle			
- new	\$300.00		
- renewal	\$100.00	per year payable on or before January 1	
Driver	\$25.00	per year payable on or before January 1	
POLICE SERVICES			
Note: All fees for Police Services <i>include</i> HST where applicable			
Criminal Records Check	\$25.00		
Duplicate Copy of Criminal Record Check Certificate	\$5.00		
Criminal Record Check (Volunteer)	No Charge		
Finger Prints	\$26.50		
Traffic Reports	\$42.25		
Incident Reports	\$42.25		
Statements	\$42.25		
Technical Traffic Collision Reports	\$565.00		
Reconstruction Report	\$1,130.00		
Paid Duty – Administrative	\$68.50		
Paid Duty – Hourly Vehicle Usage Fee	\$28.25		

RECREATION SERVICES		New Fee	Current Fee
Note: All fees for Recreation Services <i>include</i> HST where applicable			
Individuals wishing to rent Lakeside Park Pavilion and Grovedale will be required to provide a rental deposit of 50% of the booking at the time of booking. This amount will be forfeited if the rental is cancelled within 30 days of the scheduled event date.			
<b>Carnegie</b>			
- 2 hours or less		\$ 45.00 \$ 56.50	BIA Mem. Non-BIA Member
- Full Day		\$ 170.00 \$ 200.00	BIA Mem. Non-BIA Member
<b>Grovedale Arts &amp; Culture Centre</b>			
- private event with alcohol o PLUS INDEMNITY DEPOSIT	\$2,000.00	n/a - new	per day
- private event without alcohol	\$500.00	n/a - new	per day
<b>Lakeside Park Pavilion</b>			
- private event with alcohol (Friday-Sunday) o PLUS INDEMNITY DEPOSIT		\$800.00	per day
- private party with alcohol (Monday-Thursday) - PLUS INDEMNITY DEPOSIT		\$500.00	per day
- private party without alcohol (under 75 persons)		\$200.00	per day
- private event without alcohol (75 persons and over)	\$300.00	\$325.00	per day
set up and/or take down (only in conjunction with full day rental)		\$150.00	per day
- instructional		\$27.00	per hour
<b>Kingsville Recreational Complex</b>			
<b>Ice Time</b>			
- Adult – prime	\$190.00	\$186.56	per hour
- Adult - non-prime (before 6:00 p.m.)		\$158.00	per hour
- Minor Sports – prime		\$175.00	per hour
- Minor Sports - non-prime (before 4:00-6:00 p.m.)		\$150.00	per hour
- Public Skating – general		\$3.50	per person
- Public Skating – general – family		\$9.00	per family
- Parent & Tot / Home School / Adult Skate		\$2.50	per person
- Shiny Hockey / Club		\$5.50	per person
<b>Arena Floor</b>	\$300.00	\$55.00	per hour day
<b>Auditorium A</b>			
- private event weekend with alcohol o PLUS INDEMNITY DEPOSIT	\$450.00	\$375.00	per day
- private event weekend or weekday without alcohol	\$200.00	\$160.00	per day
- Saturday without alcohol		\$140.00	4 hours
- Sunday or weekday without alcohol		\$100.00	4 hours
- instructional		\$27.00	per hour
<b>Auditorium B, C or D</b>			
- private event weekend with alcohol (B & C) (B, C or D) o PLUS INDEMNITY DEPOSIT	\$190.00	\$380.00	per day, per room
- private event weekday with alcohol (B, C or D) o PLUS INDEMNITY DEPOSIT	\$190.00	\$150.00	per day
- Saturday without alcohol (B, C or D)		\$100.00	4 hours
- Saturday without alcohol (B & C)		\$150.00	4 hours
- Sunday or weekday without alcohol (B, C or D)		\$90.00	4 hours
- Sunday or weekday without alcohol (B & C)		\$90.00	4 hours
- private event weekend or weekday without alcohol (B, C or D)	\$100.00	\$160.00	per day, per room
- weekend or weekday without alcohol (B & C)		\$180.00	per day
- box seating		\$50.00	
- instructional		\$27.00	per hour
<b>Ball Diamond Pavilion</b>			
- evening with alcohol		\$175.00	
- day with alcohol		\$250.00	
<b>Baseball</b>			
- Diamond – without lights		\$40.00	per game (up to 2 hrs)
- Diamond – with lights		\$55.00	per game (up to 2 hrs)
- Diamond – minor sports		\$13.00	per child, per season
- Diamond - Tournament	\$100.00	n/a - new	per day, per diamond
- Double Header – without lights		\$75.00	

<del>Double Header</del> with lights		\$100.00	
<b>Soccer</b>			
- Field		\$30.00	per game (up to 2 hrs)
- Field – minor sports		\$13.00	per child, per season
- Field – Tournament	\$75.00	n/a - new	per day, per field
<b>Tennis Courts (Kingsville only)</b>			
- access card		\$10.00	
- entry		\$6.00	per court
<b>Marina</b>			
- Seasonal Ramp Pass		\$130.00	per craft
- Senior Ramp Pass		\$100.00	per craft
- Dockage – Cedar Island		\$48.00	per foot
- Dockage – West Marina		\$38.00	per foot
- Dockage – Docks 63 and 64		\$56.00	per foot
- Transient Wells			
o Daily		\$2.00	per foot
o Monthly		\$15.00	per foot
- Ramp Pass			
o Daily		\$12.00	per day
o Monthly		\$50.00	per month
- Fuel		cost + \$0.30	per litre
<b>Ridgeview Park</b>			
<del>weekend</del>		\$700.00	
- hall and pavilion with alcohol o PLUS INDEMNITY DEPOSIT		\$350.00	per day
<del>hall with alcohol</del> <del>PLUS INDEMNITY DEPOSIT</del>		\$220.00	per day
- hall and pavilion without alcohol	\$100.00	\$85.00	per day
- instructional		\$27.00	per hour
<b>Unico Community Centre</b>			
- private event <del>weekend</del> with alcohol o PLUS INDEMNITY DEPOSIT	\$390.00	\$390.00	per day
- private event <del>weekend or weekday</del> without alcohol	\$180.00	\$160.00	per day
- private event without alcohol	\$90.00	\$80.00	4 hours
<del>Saturday without alcohol</del>		\$150.00	4 hours
- instructional		\$27.00	per hour
<b>Parking Lots</b>			
- Unico Parking Lot		\$160.00	per day
- Carnegie Parking Lot		\$160.00	per day
- King Street Parking Lot		\$160.00	per day
<b>Advertising</b>			
- Arena Walls	\$125.00	\$175.00	per year
- Illuminated sign		\$300.00	per year
- Ice surface boards	\$450.00	\$580.00	per year
- Ice surface		\$865.00	per year
- Marina display		\$58.00	per year
- Zamboni (\$1,100.00 per side)		\$2,200.00	per year
<b>Programs</b>			
- All Programs		Cost	
- Standard First Aid/Level C		\$120.00	
- Standard First Aid Renewal		\$75.00	

PLANNING SERVICES	New Fee	Current Fee	
Note: Applicants will be eligible for a 25% 60% refund if an application is withdrawn prior to the holding of any public open house or meeting.			
<b>Committee of Adjustment:</b>			
Consent (1 new lot or lot addition)	\$1,000.00	\$600.00	
<del>PLUS septic inspection</del>	n/a	\$175.00	
- PLUS ERCA		as set by	ERCA
Minor Variance	\$635.00	\$500.00	
- PLUS ERCA		as set by	ERCA
Joint Application (combined consent and minor variance)	\$1,425.00	\$1,000.00	
<del>PLUS septic inspection</del>	n/a	\$175.00	
- PLUS ERCA		as set by	ERCA
<b>Development Agreements:</b>			
Minor Agreement (ie: consents)		\$500.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS SECURITY DEPOSIT			
Major Agreement (ie: subdivisions)		\$1,000.00	

- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS SECURITY DEPOSIT			
Development Agreement Amendment		\$500.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS SECURITY DEPOSIT			
Official Plan:			
Amendment	\$2,700.00	\$2,000.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS ERCA		as set by	ERCA
Joint Application (combined Official Plan Zoning By-law Amendments)	\$3,700.00	\$3,000.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS ERCA		as set by	ERCA
Parkland Dedication or Fees in Lieu:			
Commercial or Industrial Land		2%	of appraised value of land
Residential Land		\$1,500.00	Per new lot
Part Lot Control:			
Part Lot Control	\$1,600.00	\$1,000.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
Part Lot Control Extension	\$1,000.00	\$500.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
Plan of Condo/Subdivision:			
Plan of Condominium	\$3,200.00	\$2,500.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS ERCA		as set by	ERCA
Plan of Subdivision	\$4,700.00	\$2,500.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS ERCA		as set by	ERCA
Recirculation of Application (after 3 months of inaction by applicant)		\$50.00	
Plan of Subdivision (Redline)		\$1,000.00	
- PLUS <del>EXPENSE DEPOSIT</del> EXTERNAL COSTS			
- PLUS ERCA		as set by	ERCA
Site Plan Control:			
Site Plan Agreement	\$1,800.00	\$1,000.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- PLUS SECURITY DEPOSIT			
- PLUS ERCA		as set by	ERCA
Site Plan Agreement Amendment	\$1,100	\$500.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- PLUS SECURITY DEPOSIT			
- PLUS ERCA		as set by	ERCA
Site Plan Agreement (Tower)	\$650.00	\$500.00	
- <del>PLUS EXPENSE DEPOSIT EXTERNAL COSTS</del>			
- PLUS SECURITY DEPOSIT			
- PLUS ERCA		as set by	ERCA
Zoning By-law:			
Minor (ie: consents, minor changes)		\$1,200.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- <del>PLUS ERCA</del>		as set by	ERCA
Major Zoning By-law Amendments	\$2,300.00	\$2,000.00	
- <del>PLUS EXPENSE DEPOSIT EXTERNAL COSTS</del>			
- PLUS ERCA		as set by	ERCA
Temporary Use	\$1,300.00	\$1,200.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- PLUS ERCA		as set by	ERCA
Temporary Use Extension	\$700.00	\$600.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- PLUS ERCA		as set by	ERCA
Removal of Holding (h)	\$600.00	\$500.00	
- <del>PLUS EXPENSE DEPOSIT</del>			
- PLUS ERCA		as set by	ERCA
Surplus Dwelling	\$2,000.00	n/a	
- <del>PLUS EXPENSE DEPOSIT</del>			
- <del>PLUS ERCA</del>	as set by	n/a	ERCA
Other Services:			
Renewable Energy Review and Approval		\$1,500.00	

<b>PLUS EXPENSE DEPOSIT EXTERNAL COSTS</b>			
Sidewalk Patio		\$100.00	
- PLUS USE OF sidewalk PARKING SPACE		\$100.00	Per month / space
- PLUS INDEMNITY DEPOSIT			
Compliance Letter (Subdivision / Site Plan, Development Agreement)		\$100.00	
Documents:			
Comprehensive Zoning By-law (hard copy)		\$100.00	
Official Plan Amendment (hard copy)		\$100.00	

MUNICIPAL SERVICES			
Encroachment / Entrance Permit		\$150.00	
- PLUS INDEMNITY DEPOSIT			
<b>Encroachment Agreement</b>			
- prepared / reviewed by Administration		\$500.00	
- prepared / reviewed by external legal services		Cost	
Local Improvement Charges (full details can be obtained from the Local Improvement Policy) <i>The cost of the works shall be assessed upon benefitting properties based upon a maximum fixed rate per metre of assessable frontage as follows:</i>			
Sanitary Sewers		\$165.00	per metre
Storm Sewers		\$125.00	per metre
Road Works (curb and gutter only)		\$65.00	per metre
Sewer Services Connections		Actual Cost	
Road Crossing Agreement		\$150.00	
- PLUS INDEMNITY DEPOSIT			
Road Use Agreement		\$1,500.00	
- PLUS INDEMNITY DEPOSIT			
Temporary Culvert Installation Permit		\$100.00	
Solar Signs			
Blank Sign		\$40.00	
New Post and hardware, if required		\$15.00	
Installation by Public Works		\$25.00	
Weed Cutting (on hour minimum)		\$75.00	per hour
TRANSIT			
Note: If an attendant is required, only half of the fee is payable by the attendant.			
Erie Shores Transit:			
Kingsville, Leamington, Wheatley		\$5.00	one way
Essex, Harrow, Tilbury, Woodslee		\$10.00	one way
Amherstburg, Belle River, LaSalle, St. Clair Beach, Tecumseh, Windsor		\$10.00	one way
WATER / SEWER SERVICES			
Hydrant Hook Up		\$80.00 + water consumption at current rate	
Water Meter (5/8" x 3/4" residential meter and MXU radio)		\$335.00	
Turn On		\$25.00	
- after Town business hours		\$200.00	
Turn Off		\$25.00	
- after Town business hours		\$200.00	
Frozen Meter Replacement		\$200.00	
- after Town business hours		\$400.00	
Frost Plate Repair		\$60.00	
- after Town business hours		\$260.00	
New Water Service Connection			
- 3/4"		\$5,000.00	
		\$4,000.00	
- 1"		\$7,700.00	
		\$5,600.00	
- 2" or larger		cost	
Raising / Lowering Curb Box / Meter Pit (result of owner grade change)		cost	
Lowering of Clean Out (result of owner grade change)		\$85.00	
Replace Clean Out Cap		\$85.00	
Minicam investigation		\$75.00	first hour
- PLUS -		\$50.00	each subsequent hour
Steaming Frozen Private Water Services		\$100.00	first hour
- PLUS -		\$75.00	each subsequent hour
Steaming Frozen Private Water Services after Town business hours		\$500.00	first hour
- PLUS -		\$175.00	each subsequent hour
Service Vehicle		\$24.00	per hour
Watermain and Appurtenance Application Review and Approval		\$1,200.00	





NOTE: For the purposes of this Schedule:

- 1. except where otherwise noted, fees are exclusive of HST;
- 2. “cost” shall mean an amount equal to the cost to the Town of labour, vehicle(s), materials, supplies or services used or purchased for the purpose of the service or activity;
- 3. “prime” shall mean all day Saturday and Sunday, and 6-11 pm Monday – Friday
- 4. “senior” shall mean a person 65 years of age or older; and
- 5. “holidays” include the following days:

New Year’s Day	Labour Day
Family Day	Thanksgiving Day
Good Friday	Remembrance Day
Easter Monday	December 24
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	December 31