

SCHEDULE A

FEES AND CHARGES

ADMINISTRATIVE SERVICES		
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"> - misdirected payment - adding outstanding charges to tax roll - arrangements for weed cutting 	\$25.00	
Advertising Hosting Fee	\$50.00	
By-law Appeal – Filing Fee	\$100.00	per appeal
Certified Copies of Municipal Documents	\$15.00	per document
Code of Conduct Complaint (refundable on recommendation of Integrity Commissioner)	\$100.00	
Council Meeting Recording (including USB)	\$20.00	per meeting
DVD/CD/USB (any copied document or documents)	\$10.00	
Election Sign Removal	\$20.00	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	\$0.59	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) <ul style="list-style-type: none"> - Standard (10 business days) - within 5 days, excluding holidays 	\$100.00 \$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 or email	\$10.00	
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 or email	\$10.00	
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 or email	\$10.00	
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 or email	\$10.00	

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	
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

ANIMAL CONTROL		
Dog License		
- January 1 to March 31	\$20.00	
- April 1 to December 31	\$40.00	
- PLUS – By-law Enforcement Officer attendance	\$15.00	
Kennel License (includes one dog license)	\$110.00	
Dog Impound Fees		
- First reclaiming fee	\$50.00	
- Second reclaiming fee	\$75.00	
- Third and subsequent reclaiming fee	\$125.00	

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	
Prohibited Open Burn	as set by MTO	
- PLUS - heavy equipment	cost	
- foam	cost	
Response to Utility Strike (if responsible party failed to properly locate)	as set by MTO	
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	

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	

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 (HST exempt)			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.

RECREATION SERVICES		
Note: All fees for Recreation Services include HST where applicable.		
Rental of Grovedale Arts & Culture Centre and Lakeside Park Pavilion requires a deposit of 50% at time of booking. This amount will be forfeited if the rental is cancelled within 30 days of the schedule event.		
Carnegie		
- 2 hours or less	\$ 56.50	
- Full Day	\$ 200.00	
Grovedale Arts & Culture Centre		
- private event with alcohol o PLUS INDEMNITY DEPOSIT	\$2,000.00	per day
- private event without alcohol	\$500.00	per day
- instructional	\$75.00	per hour
Lakeside Park Pavilion		
- private event with alcohol o PLUS INDEMNITY DEPOSIT	\$900.00	per day
- private event without alcohol	\$300.00	per day
- instructional	\$50.00	per hour
Kingsville Recreational Complex		
Ice Time		
- Adult – prime	\$194.00	per hour
- Adult - non-prime (weekdays before 5:00 p.m.)	\$158.00	per hour
- Minor Sports – prime	\$179.00	per hour
- Minor Sports - non-prime (weekdays before 5:00 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
- Shinny Hockey / Club	\$5.50	per person
Arena Floor	\$55.00 \$300.00	per hour per day
Auditorium A		
- private event with alcohol o PLUS INDEMNITY DEPOSIT	\$450.00	per day
- private event without alcohol	\$200.00	per day
- private event without alcohol	\$120.00	4 hours
- instructional	\$30.00	per hour
Auditorium B, C or D		
- private event with alcohol (B, C or D) o PLUS INDEMNITY DEPOSIT	\$190.00	per day, per room
- private event without alcohol (B, C or D)	\$100.00	per day, per room
- instructional	\$30.00	per hour
Ball Diamond Pavilion		
- evening with alcohol	\$175.00	
- day with alcohol	\$250.00	
Baseball		
- 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	per day, per diamond
Soccer		
- Field	\$30.00	per game (up to 2 hrs)
- Field – minor sports	\$13.00	per child, per season
- Field – Tournament	\$75.00	per day, per field
Tennis Courts (Kingsville only)		
- access card	\$10.00	
- entry	\$6.00	per court
Marina		
- Seasonal Ramp Pass	\$130.00	per craft
- Senior Ramp Pass	\$100.00	per craft
- Dockage – Cedar Island	\$48.00	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
Ridgeview Park		
- hall and pavilion with alcohol o PLUS INDEMNITY DEPOSIT	\$350.00	per day
- hall and pavilion without alcohol	\$100.00	per day
- instructional	\$30.00	per hour

Unico Community Centre		
- private event with alcohol o PLUS INDEMNITY DEPOSIT	\$390.00	per day
- private event without alcohol	\$180.00	per day
- private event without alcohol	\$90.00	4 hours
- instructional	\$30.00	per hour
Parking Lots		
- Unico Parking Lot	\$160.00	per day
- Carnegie Parking Lot	\$160.00	per day
- King Street Parking Lot	\$160.00	per day
Advertising		
- Arena Walls	\$125.00	per year
- Illuminated sign	\$300.00	per year
- Ice surface boards	\$450.00	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
Programs		
- All Programs	Cost	
- Standard First Aid/Level C	\$120.00	
- Standard First Aid Renewal	\$75.00	

PLANNING SERVICES		
Note: Applicants will be eligible for a 25% refund if an application is withdrawn prior to the holding of any public open house or meeting.		
Committee of Adjustment:		
Consent (1 new lot or lot addition)	\$1,050.00	
- PLUS ERCA	as set by	ERCA
Minor Variance	\$685.00	
- PLUS ERCA	as set by	ERCA
Joint Application (combined consent and minor variance)	\$1,475.00	
- PLUS ERCA	as set by	ERCA
Development Agreements:		
Minor Agreement (ie: consents)	\$500.00	
- PLUS EXTERNAL COSTS		
- PLUS SECURITY DEPOSIT		
Major Agreement (ie: subdivisions)	\$1,000.00	
- PLUS EXTERNAL COSTS		
- PLUS SECURITY DEPOSIT		
Development Agreement Amendment	\$500.00	
- PLUS EXTERNAL COSTS		
- PLUS SECURITY DEPOSIT		
Official Plan:		
Amendment	\$2,800.00	
- PLUS EXTERNAL COSTS		
- PLUS ERCA	as set by	ERCA
Joint Application (combined Official Plan Zoning By-law Amendments)	\$3,800.00	
- PLUS 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	\$1,650.00	
Part Lot Control Extension	\$1,050.00	
Plan of Condo/Subdivision:		
Plan of Condominium	\$3,300.00	
- PLUS EXTERNAL COSTS		
- PLUS ERCA	as set by	ERCA
Plan of Subdivision	\$4,800.00	
- PLUS 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 EXTERNAL COSTS		
- PLUS ERCA	as set by	ERCA
Site Plan Control:		
Site Plan Agreement	\$1,850.00	
- PLUS SECURITY DEPOSIT		
- PLUS ERCA	as set by	ERCA
Site Plan Agreement Amendment	\$1,150.00	
- PLUS SECURITY DEPOSIT		
- PLUS ERCA	as set by	ERCA
Site Plan Agreement (Tower)	\$700.00	
- PLUS EXTERNAL COSTS		
- PLUS SECURITY DEPOSIT		
- PLUS ERCA	as set by	ERCA

Zoning By-law:		
Zoning By-law Amendments	\$2,400.00	
- PLUS EXTERNAL COSTS		
- PLUS ERCA	as set by	ERCA
Temporary Use	\$1,350.00	
- PLUS ERCA	as set by	ERCA
Temporary Use Extension	\$750.00	
- PLUS ERCA	as set by	ERCA
Removal of Holding (h)	\$650.00	
- PLUS ERCA	as set by	ERCA
Surplus Dwelling	\$2,100.00	
- PLUS ERCA	as set by	ERCA
Other Services:		
Renewable Energy Review and Approval PLUS EXTERNAL COSTS	\$1,500.00	
Sidewalk Patio		
- PLUS USE OF PARKING SPACE	\$100.00	Per month /
- PLUS INDEMNITY DEPOSIT		space
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		
Encroachment Agreement		
- 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	\$40.00	
- after Town business hours	\$200.00	
Turn Off	\$40.00	
- 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"	\$5,100.00	
- 1"	\$7,800.00	
- 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. “instructional” refers to a program or service that is delivered by a 3rd party, but is available to the general public**
- 4. “prime” shall mean all day Saturday and Sunday, and 5 pm-close Monday – Friday**
- 5. “senior” shall mean a person 65 years of age or older; and**
- 6. “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