

SCHEDULE "A"
By-law XX-2024

CORPORATE SERVICES

		Fees & Charges	
		2024	2025
	= New item		
COR DEPARTMENT	Rate Description		
Clerks Fees	<u>Commissioning</u>		
	Certification of a Township Document (per document)	\$15.00	\$20.00
	Commissioning of Non-Township Related Documents (Includes up to three documents on single visit)	\$25.00	\$30.00
	Commissioning: document preparation (per document)	\$25.00	\$30.00
	Death Registration	\$27.00	\$28.00
	Appeal to the Municipal Election Compliance Audit Committee (MECAC)	Free	Free
	<u>Freedom of Information Access Request: (Provincially legislated)</u>		
	a) Application Fee	\$5.00	\$5.00
	b) Staff time to manually search a record (per 15 minutes)	\$7.50	\$7.50
	c) Photocopies and computer print-outs (per page)	\$0.20	\$0.20
	d) Computer discs (per disc)	\$10.00	\$10.00
	e) For preparing a record for disclosure (per 15 minutes)	\$7.50	\$7.50
	f) For developing a computer program (per 15 minutes)	\$15.00	\$15.00
	<u>Issue of Books and Lists:</u>		
	a) Where actual value is known	Actual Cost	Actual Cost
	b) Where actual value is not known	\$0.25 per page	\$0.25 per page
	Photocopying (per page)	\$0.25	\$0.25
	Travel Letter (i.e. birth registration pending)	\$25.00	\$25.00
	Locating/Researching/Preparing Documents (per ½ hour)	\$20.00	\$30.00
	Township Pins - up to 25 pins	Free	Free
	Township Pins - each pin (after 25 free pins)	\$1.07 Each	\$1.07 Each
	Electronic Registration of Legal Documents for Outside Parties	\$70.00	\$70.00

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	Administration Fee per Electronic Registration	\$15.00	\$15.00	
Communcations Fees	Digital Sign Fees - For Profit			
	1 Week		\$ 100.00	
	1 Month		\$ 400.00	
	3 Months		\$ 900.00	
	6 Months		\$ 2,210.00	
	1 Year		\$ 3,900.00	
	Creative Fee		\$ 100.00	
	Digital Sign Fees – Not-for-profit			
	1 Week		\$ 25.00	
	1 Month		\$ 100.00	
	3 Months		\$ 270.00	
	6 Months		\$ 552.50	
	1 Year		\$ 975.00	
Creative Fee (for-profit business)		\$ 25.00		
Marriage Fees	<u>Marriage Ceremony:</u>			
	On-Site Commitment Ceremony, During Business Hours. Details: \$50 non-refundable, a Statement of Vows in Council Chambers. Room rental time: Up to 1 hour.	\$250.00	\$250.00	
	On-Site Commitment Ceremony, Non-Business Hours. Details: \$50 non-refundable, in Council Chambers. Includes a 30-minute pre-meeting, 1 hour rehearsal, and Ceremony.	\$375.00	\$375.00	
	Off-Site Commitment Ceremony, Any Time. Details: \$50 non-refundable, at a location secured by the Couple and within the boundary of the Township of Woolwich.	\$400.00	\$400.00	
	On-Site Vow Renewal Ceremony, During Business Hours. Details: \$50 non-refundable, Renewal of Vows in Council Chambers. Room rental time: 45 minutes.	\$125.00	\$125.00	

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Marriage Fees	Off-Site Vow Renewal Ceremony. Details: \$50 non-refundable, Renewal of Vows in a location secured by the Couple and within the boundary of the Township of Woolwich.	\$175.00	\$175.00
	Witness provided by the Township (per witness). Only offered at on-site ceremonies during business hours + HST	\$25.00	\$30.00
	Mileage Fee - for pre-meeting or rehearsals if held at a location other than the Township administration office	Current Township rate	Current Township rate
Licencing Fees	Marriage Licence	\$150.00	\$155.00
	Seasonal Trailer Licence (per trailer, per month)	\$24.00	\$25.00
	Municipal Information Form for Liquor Licence	\$25.00	\$30.00
	Letter for Designation of a Municipally Significant Event		\$30.00
	Application for the Temporary Extension of Outdoor Licensed Premises for a Liquor Licence	\$250.00	\$250.00
	Lottery Licence Fee (% of prize value)	3%	3%
	Lottery licence administration fee for new eligibility reviews	\$30.00	\$30.00
	Fireworks Permits and Licences		
	- Fireworks Display Permit for Public Display (Per Event)	\$115.00	\$115.00
	- Fireworks Display Permit for the Public Display (Charitable/Non-Profit Organizations - Per Event)	\$15.00	\$15.00
	- Fireworks Sales Licence (Annual)	\$175.00	\$175.00
	Refreshment Vehicles - Class "A" - Mobile Food Truck		
	- Per Day (For-Profit)	\$75.00	\$75.00
	- Per Day (Charitable, Non-Profit)	\$35.00	\$35.00
	- Annual (For-Profit)	\$350.00	\$350.00
- Annual (Charitable, Non-Profit)	\$200.00	\$200.00	

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Licencing Fees		
Refreshment Vehicles - Class "B" - Stationary Refreshment Vehicle		
- Per Day (For-Profit)	\$75.00	\$75.00
- Per Day (Charitable, Non-Profit)	\$35.00	\$35.00
- Annual (For-Profit - New Application)	\$500.00	\$500.00
- Annual (For-Profit - Renewal Application)	\$350.00	\$350.00
- Annual (Charitable, Non-Profit)	\$200.00	\$200.00
Refreshment Vehicles - Class "C" - Food Cart		
- Per Day (For-Profit)	\$50.00	\$50.00
- Per Day (Charitable, Non-Profit)	\$15.00	\$15.00
- Annual (For-Profit)	\$285.00	\$285.00
- Annual (Charitable, Non-Profit)	\$100.00	\$100.00
Refreshment Vehicles - processing fee where application is received less than 15 business days before event	\$50.00	\$50.00
Salesperson Licence		
- Per Day (For-profit - Township resident)	\$60.00	\$60.00
- Per Day (For-profit - non-resident)	\$120.00	\$120.00
- Per Day (Charitable, non-profit)	\$20.00	\$20.00
- Up to 3 consecutive days at one location (For-profit - Township resident)	\$120.00	\$120.00
- Up to 3 consecutive days at one location (For-profit - non-resident)	\$260.00	\$260.00
- Up to 3 consecutive days at one location (Charitable, non-profit)	\$45.00	\$45.00

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Licencing Fees	Drain Layer's Licence		
	- New, with examination fee	\$120.00	\$120.00
	- Examination fee (to rewrite)	\$60.00	\$60.00
	- Renewal or New without examination fee	\$60.00	\$60.00
	Replacement Licence Fee	\$15.00	\$15.00
Animal Control Fees	Application for New or Expanded For-Profit Kennel, in addition to any fee required regarding the On Farm Diversified Use	\$200.00	\$200.00
	Application for New or Expanded Charitable/Non-Profit Kennel, in addition to any fee required regarding the On Farm Diversified Use	\$100.00	\$100.00
	Renewal of For-Profit Kennel Licence	\$26 per dog + \$100	\$27 per dog + \$100
	Renewal of Charitable Kennel Licence	\$20/dog Max. \$160	\$20/dog Max. \$160
	Transfer of Kennel Licence to New Owner	\$175.00	\$175.00
	Dog Tag: Spayed or Neutered	\$30.00	\$30.00
	Dog Tag: Non-Spayed, Non-Neutered	\$40.00	\$40.00
	Dog Tag: Late Fee (30 days after tag expiry date)	\$15.00	\$15.00
	Issuance of replacement tag	\$5.00	\$5.00
	Surcharge to purchase dog tag for a Dog actively designated as a Dangerous Dog by Enforcement Services (in addition to regular dog tag fees)	\$100.00	\$100.00
	Appeal by Dog Owner to the Dog Designation Appeal Committee	\$250.00	\$250.00
	Request by Dog Owner for Reconsideration of Dangerous Dog Designation By Appeal Committee (must be at least 6 months past original hearing date)	\$250.00	\$250.00

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Property Standards Fees	Appeals to the Property Standards Committee	\$250.00	\$250.00
	Third and any subsequent Inspection Fees	\$150.00	\$150.00
	Title Search for Confirmed Orders	\$30.00	\$30.00
	Clearance Certificate showing Property in Compliance	\$50.00	\$50.00
	Sidewalk Snowclearing By Enforcement Division – <i>Per Hour (includes Contractor and equipment and Enforcement Staff Time)</i>	\$150.00	\$150.00
Parking Fees	1-day Winter Overnight Parking Permit - Select Lots (inclusive of online payment convenience fee - non-refundable)	\$10.00	\$10.00
	7-days Winter Overnight Parking Permit - Select Lots (inclusive of online payment convenience fee - non-refundable)		\$50.00
	Wyatt Street Residential Parking Permits		\$0.00
Noise By-law Fees	Noise By-law Exemption for a registered charity or non-profit organization – up to four consecutive days or four days within one month	\$40.00	\$40.00
	Noise By-law Exemption – one day	\$80.00	\$80.00
	Noise By-law Exemption – up to four consecutive days or four days within one month	\$140.00	\$140.00
	Processing fee if application is received less than 15 business days before the event	\$50.00	\$50.00
Sign By-law Fees	Sign Return Fee for Wire-Mounted Signs Picked Up by Enforcement Services (Per sign, if claimed within 5 days of pickup)	\$15.00	\$5.00
	Sign Return Fee for all other types of Signs Picked Up by Enforcement Services (Per sign, if claimed within 5 days of pickup)	\$25.00	\$10.00