



# MUNICIPALITY OF West Elgin

## Administration

## 2023 Fees

### Animal Control

Kennel Licence	\$ 160.00
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### Requests

Reprint of Tax/Water Bills or Statements	\$ 15.00
Tax Certificates	\$ 65.00
Zoning Certificates/ Letters	\$ 65.00
Fire Report	\$ 65.00
Septic Records Search	\$ 65.00
Work Order Inquires	\$ 65.00

### General

Mileage (per km)	\$ 0.68
NSF Fee	\$ 50.00
Copies of Zoning or Official Plan By-Law	\$ 55.00
Photocopies	\$ 0.50
Tax Sale Packages	\$ 10.00
Fax (per page)	\$ 1.25
Courier Delivery (Flat Rate)	\$ 10.00
Burial Permit	\$ 10.00
Marriage License	\$ 120.00
Marriage Ceremony	\$ 315.00
Rehersal fee	\$ 50.00
Penalty on late payments (per month)	2%
Truck, Air Brake and Bus MTO Books	\$ 18.95
Driver and Motorcycle MTO Books	\$ 14.95
Transfer of Fee to Property Taxes	\$ 50.00
General Research Fee per hour	\$ 30.00
By-law Appeal Hearing Fee	\$ 125.00



# MUNICIPALITY OF West Elgin

## Administration 2023 Fees

### Drainage

Tile Drain loan application	\$ 150.00
Drainage Reapportionment (first Drain)	\$ 80.00
Drainage Reapportionment (additional drains)	\$ 55.00
Drain Maintenance (min charge)	\$ 35.00

### Road Allowance Closure

Application Fee	\$ 400.00
Legal, advertising, registration, etc.	cost recovery

### MFIPPA

Application Fee	\$ 5.00
Search/Preparation Time per hour	\$ 30.00
Photocopies	\$ 0.20
Shipping (minimum)	\$ 10.00



# MUNICIPALITY OF West Elgin

## By-Law

## 2023 Fees

By-law Appeal Hearing Fee

\$	150.00
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First Visit

No Charge
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Second Visit (Compliant)

No Charge
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Second Visit (Non -Compliant)

\$	50.00
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Subsequent Visits (Max Fine \$500)

\$	50.00
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Materials & Labour for Clean Up

Cost + Admin Fee
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Adminstration Fee

\$	30.00
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# MUNICIPALITY OF West Elgin

## Building Fees

## 2023 Fees

### Residential - Group C Occupancies

1st Floor per square foot	\$1.00/sf
2nd & 3rd floor per square foot	\$1.00/sf
Basement	\$0.55/sf
Crawlspace	\$0.40/sf
Garage/Porch/Deck/Storage/Workshop	\$0.40/sf
Alt & Reno where square footage cannot be determined as above	\$13/\$1,000 Const. Value
Minimum Fee for all permits	\$350.00

### Accessory Buildings - Decks, Porches etc.

Less than 250 sf	\$ 170.00
251 to 500 sf	\$170 + \$0.21/sf over 250 sf
501 to 1000 sf	\$275 + \$0.11/sf over 500 sf
Over 1000 sf	\$315 + \$0.08/sf over 1000 sf

### Farm Buildings

Livestock Buildings & Manure Pits	\$110 + \$8/\$1,000 CV
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### Non Livestock Agricultural Buildings

Less than 250 sf	\$184.00
251 to 500 sf	\$184 + \$0.21/sf over 250 sf
501 to 1000 sf	\$275 + \$0.11/sf over 500 sf
1001 to 1500 sf	\$315 + \$0.09/sf over 1000 sf
1501 to 3000 sf	\$375 + \$0.06/sf over 1500 sf
3001 sf or greater	\$450 + 0.05/sf over 3000 sf

### Sewage System Permits

New Class 4 or 5 sewage system	\$ 560.00
Repair to sewage system	\$ 360.00
Permit Renewal Fee	\$ 160.00



# MUNICIPALITY OF West Elgin

## Building Fees

## 2023 Fees

### Miscellaneous Permit Fees

Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 160.00
Demolition Permit	\$ 160.00
In Ground Swimming Pools (includes fencing)	\$ 160.00
Fence around Above Ground Pools	\$ 160.00
Building Re-locations	\$ 160.00
Transfer of Permit Fee	\$ 160.00
Tent Permit (greater than 60 m squared)	\$ 160.00
Re-inspection Fee (not ready for insp)	\$ 160.00
Change of Use (no construction)	\$ 160.00
Septic Inspection due to severance	\$ 160.00
Indemnity/Security Deposit (refundable)	\$500 or \$1,000
Conditional Permit	\$ 330.00
Sign permit	\$ 160.00
Building Research Fee (per hour)	\$ 35.00
Water Service Inspection fee	\$ 80.00

### Commercial - Group D & E Occupancies, Including Mix Use Group C

Minor int reno less than 1000 sf GFA	\$1.00/sf - min \$410
Major int reno 1000 sf and over GFA	\$1.00/sf - min \$960
New Construction & Additions	\$13/\$1,000 Const. Value - min \$1,500
Group A & B Occupancies	\$13/\$1,000 Const. Value - min \$1,000
Industrial - Group F Occupancies	\$13/\$1000 Const. Value - min \$1,000

### New Fees

Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses	\$13/\$1,000 Const. Value - min. \$1,000
Alternative Solution Review	TBD by CBO - based on peer review cost
Additional Plans Review(changes to original submission)	25% addition to original permit fee
Expedite Permit Review (if time allows)	25% addition to permit fee
Plumbing - new Water Service Connection or Sewer Connection	\$ 200.00
Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere	\$500.00/structure



# MUNICIPALITY OF West Elgin

## Building Fees

## 2023 Fees

*Cost of Construction shall be based on current market value for labour and material - CBO discretion (quotes and contracts may be requested)*



MUNICIPALITY OF  
**West Elgin**

**Fire Department Fees**

**2023 Fees**

Emergency Services on Provincial Highways - per hour, per road  
Emergency Services on Roads in Municipality (Non-residents)  
Emergency services on private property by outside agencies  
Inspection Services - per inspection

MTO Posted rate
MTO Posted rate
Based on Actual Costs
\$ 125.00



# MUNICIPALITY OF West Elgin

## Planning

## 2023 Fees

Consent (severance) application (Sections 53 and 57 of the Planning Act)

Minor variance application (Section 45(1) to 45(3) of the Planning Act)

Zoning by-law amendment application

Holding zone symbol removal by-law

Temporary use by-law (Sections 39 and 39.1 of the Planning Act)

Temporary use by-law Extension Requests

Deeming by-law

Zoning Certificate/letter

Official plan amendment application

Site plan control application

Site plan amendment

Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)

Planning and Development Agreement (plus engineering, consultant and/or legal costs)

Amendment to Planning and Development agreement (plus engineering, consultant and/or legal costs)

Plan of subdivision/condo amendment - New

Cash-In-lieu of Parkland Fee (new lot creation for consents, save and except surplus farm dwellings)

Cash-In-lieu of Parkland Fee (subdivision and condominiums)

Part Lot Control Application

Part Lot Control Extension Request

Telecommunications Towers

Re-Notification Fee of Planning Application, based on Proponent Request

Processing of inquiries related to acquisition of Municipal owned land (including road allowances)

Change of Conditions to Consent Request

\$850 (plus \$425 per additional lot)
\$ 1,050.00
\$ 1,300.00
\$ 550.00
\$ 1,200.00
\$ 600.00
\$ 1,200.00
\$ 70.00
\$ 2,550.00
\$ 2,600.00
\$ 1,550.00
\$ 5,500.00
combining with SPA fee, no separate fee now
combined in SP amend or plan amend, no separate fee now
\$ 2,900.00
\$2,000 or as per Section 51.1 of the Planning Act (whichever is lower)
As per Section 51.1 of the Planning Act- based on land valuation calculation
\$ 900.00
\$ 450.00
\$ 750.00
50% of Application Fee
\$ 450.00
\$ 450.00





# MUNICIPALITY OF West Elgin

## Planning

## 2023 Fees

Red Line Revision Comments to the County / Ontario Land Tribunal on Subdivisions and Condominiums

Draft Plan Approval Clearance Letter to the County / Ontario Land Tribunal

Draft Plan Extension Comments to the County / Ontario Land Tribunal

Reactivating a planning application that has not been acted on in 12 months

Condominium Exemption Comments to the County

\$	1,300.00
\$	600.00
\$	900.00
50% of Application Fee	
\$	900.00

\*\*\* Note: Any engineering, legal or consulting fees over and above established rates will be added to all planning fees. These fees are charged per lot, where applicable \*\*\*



# MUNICIPALITY OF West Elgin

## Port Glasgow Trailer Park

## 2023 Fees

### Seasonal Fees

Lots with 30 amp service	\$ 1,984.50
Additional charge for Lakefront	\$ 105.00
Winter Storage	\$ 55.00

### Additonal Fees

Air Conditioner	\$ 88.00
Freezer	\$ 88.00
Fridge	\$ 88.00
Electric Dryer	\$ 88.00
Electric Hot Water Heater	\$ 88.00
Combo Electric/Gas Hot Water Heater	\$ 88.00
Electric Golf Carts	\$ 66.00
Electric Car	\$ 66.00
Boat Trailer Parking	\$ 55.00
Refundable deposit for key to laundry room	\$ 10.00
Coin access washer	\$ 3.00
Coin access dryer	\$ 3.00
Rental of Dance Hall	\$ 27.00
Clean up deposit for Dance Hall Rental	\$ 100.00
Rental of Pavillion (per day)	\$ 27.00
Rental of Pavillion (per hour)	\$ 7.00
Rental of Recreation Hall (per day)	\$ 27.00
Seasonal Lot Transfer of Lease	\$ 110.00
Booth Rental (June to Sept) (per month)	per RFP
Cleaning of yard at an individual trailer site (per hour)	\$ 40.00

### Transient Fees

#### Daily Rates

Tents	\$ 39.00
1 Man Tent (no motorized vehicle)	\$ 16.50
Sites with hydro and water	\$ 50.00
Sites with hydro and water and sewer	\$ 55.00

#### Weekly Rates (7 days)

Sites with Hydro and Water	\$ 315.00
Sites with hydro and water and sewer	\$ 347.00

Note: rental fees for Dance Hall, Pavillion and Recreation Hall do not apply to seasonal residents of PGTP  
Transient Bookings require prepayment and are non-refundable



# MUNICIPALITY OF West Elgin

## Public Works

## 2023 Fees

### 911 Signs

Sign	\$	35.00
Post	\$	35.00
Sign & Post together	\$	60.00

### Recycling

Composter	Cost recovery	
Blue Box	\$	8.00
New Home Construction ( max 2)	No charge	

### Landfill - Tipping Fees

Pick up Load	\$	42.00
1/2 pick up load	\$	21.00
Large Item Fee (Couches, Mattress etc)(per item)	\$	10.00
Removal of Refridgerant	\$	26.25
Shingles/Construction Materials/ Commercial	\$	150.00



# MUNICIPALITY OF West Elgin

## Public Works

## 2023 Fees

### Permits

Entrance Permit	\$	200.00
Refundable deposit for above permits	\$	400.00
Road Occupancy Permit (to work under/on road)	\$	200.00
Moving Permit	\$	200.00
Refundable deposit for above permits	\$	1,000.00

\*\*\* Above requires Certificate of Insurance Naming Municipality as Co-Insured \*\*\*

### Oil & Gas exploration - Road user agreement for construction

Agreement fee	\$	252.00
Annual fee (per km)	\$	110.25
Refundable deposit for damages (per km)	\$	1,000.00

### Work on Road allowance on behalf of ratepayer

Time	current employee rate
Equipment	based on current Ontario Provincial Standard Specification
Material	cost
Administration fee	5% of total invoice cost before taxes



# MUNICIPALITY OF West Elgin

## Public Works

## 2023 Fees

### Work on Private Property as a result of Municipal Order

Time (minimum 2 hours)

Equipment

Material

Administration fee

current employee rate

based on current Ontario  
Provincial Standard  
Specification

cost

5% of total invoice cost  
before taxes

### Work on Road Allowance on behalf of Elgin County

Time

Equipment

Material

Administration fee

Municipal Consent

current employee rate

Based on Elgin County  
Maintenance Agreement

cost

5% of total invoice cost  
before taxes

\$200 +\$0.25/m



# MUNICIPALITY OF West Elgin

## Recreation 2023 Fees

### Arena Ice Rental

Prime Time Adult Rate	\$ 168.00
Prime Time Youth Rate	\$ 142.00
Off Prime Rate (adult & youth)	\$ 79.00
Arena Warm Room Rental (per hour)	\$ 22.00
Skate Sharpening	\$ 6.00

### Public Skating

per person	\$ 3.00
per family	\$ 8.00

### Summer Main Floor

Per day (8 hours)	\$ 450.00
Per hour	\$ 47.00
Set up (per hour per staff member)	\$ 50.00
Additional Clean up (per hour per staff member)	\$ 50.00

### Booth Rental

Per month (open 3 days per week)	As per RFP
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### Advertising Space Rental (Per Season)

Wall Signs (3 x 6')	\$ 105.00
Ice Logos (plus expenses)	\$ 525.00
Zamboni (per full side)	\$ 525.00
Board Wrapping	\$ 260.00

\*\*\* Above does not include the cost of the sign/wrap \*\*\*

### Recreation - General

Miller Park Pavillion (per hour)	\$ 7.00
Miller Park Pavillion (per day)	\$ 27.00
Staff Screening due to COVID Requirements (per hour)	\$ 27.00
Scout Hall (per hour)	\$ 27.00
Municipally Run Program (per person/per session)	\$ 3.00



# MUNICIPALITY OF West Elgin

## Recreation 2023 Fees

### West Elgin Recreation Centre

Main Floor Rental (per hour)	\$ 32.00
Large Meeting Room (per hour)	\$ 22.00
Kitchen per hour	\$ 42.00
Small Meeting Room (per hour)	\$ 15.00
Full Building Full Day Rental (8+ hours)	\$ 450.00
Full building (per hour)	\$ 80.00
Staff Set Up fee (per hour per staff member)	\$ 50.00

### Baseball Diamond

Baseball Diamond - with lights (per season per team)	\$ 420.00
Baseball Diamond - without lights (per season per team)	\$ 210.00
Baseball Tournaments (per day)	\$ 105.00

### Soccer Fields

Minor Soccer (per player)	\$ 13.00
Adult Soccer (per team)	\$ 210.00
Soccer Tournaments (per day/ per field)(adults)	\$ 105.00
Sand Ring (per day)	\$ 315.00
Sand Ring with overnight camping	\$ 525.00

### Swimming Pool

Family Season Pass	\$ 189.00
Family Monthly Pass	\$ 115.00
Single Season Pass	\$ 100.00
Single Monthly Pass	\$ 63.00
Open Swim Admission (per person)	\$ 3.00
Open Swim Admission (per family)	\$ 8.00
Swimming Lessons (per 2 week Session)	\$ 75.00
Private Swimming Lessons (per 2 week Session)	\$ 110.00
Pool Rental (per hour - include 2 Life Guards)	\$ 70.00
Additional Life Guards (per hour)(if required)	\$ 30.00
Aqua Fit (per class)	\$ 6.00
Aqua Fit (for 10 visits)	\$ 50.00
Adult and Senior Swim (per visit)	\$ 3.00
Swim Team / Synchronized Swimming (season)	\$ 70.00

\*\*\* Note: Public skate/ Open swim times prices based on 1.5 hour \*\*\*



# MUNICIPALITY OF West Elgin

## Water

## 2023 Fees

### Administration

Water Security Deposits - Tennants (Commercial)  
Water Service disconnect/reconnect  
Call Out Fee (Business Hours 7:30 am - 3:30 pm)  
After Hours Call Out Fee  
Transfer of account

\$200 or a total of 3 months' average billing	
\$	65.00
\$	65.00
\$	130.00
\$	50.00

### Water Service Connections

Water service installation- materials  
Water service installation - labour & machine time  
1 inch service  
For Special Sizing Contact Office

Cost	
Current municipal rate	
\$	1,200.00

### Water connection fee - Municipalities

Southwest Middlesex Water Customer within West Elgin Boundaries  
Dutton Dunwich Water Customer within West Elgin Boundaries

As determined by SWM
As determined by Dutton Dunwich