

2024



Schedule of User Fees Charges

(Updated May 1, 2024)

Administration	Fees
AV Equipment onsite (per day)	25*
Commissioner of Oaths (non resident)	\$15
Fax (per page)	\$2
GIS Photos and Maps (per image)	\$10
Late Payments Penalty	1.25%
Lottery Licensing Fee	3% of Prize Value
NSF Returned Cheques	\$40
Ownership Changes	\$35
Photocopying (per page)	\$0.50
Refreshment Vehicles/Stands Annual Fee	\$500
Search of Records or Admin work required (per quarter hour)	\$15
Sign Variance	\$500
Tax Arrears Notice (by mail)	\$10
Tax Statement	\$10
Tax Certificates	\$75
Township Basement Hall Rental Non Resident or Commercial Use	\$100/day*
Township Basement Hall Rental - Non Resident or Commercial Use	\$25/hr*
Township Basement Hall Rental - Resident	\$60/day*
Township Basement Hall Rental Hourly Rate - Resident	\$15/hr*
Township Hats	\$15
Township Mugs	\$15
Township Pins	\$3
Transfer unpaid accounts to taxes	10

Mansfield Park Rates*	
Community Baseball per hour fee (\$16.90 in 2025)	\$15
Adult Baseball per hour fee (\$13.75 in 2025)	\$13
Minor Baseball per hour fee (\$8.50 in 2025)	\$8
Pavilion Rental (includes use of washrooms, ball diamond, children's playground, picnic tables and garbage cans). Half a day is 4 hours or less.	\$50/half day \$100/full day
Sign Sponsorship (sign 40 inches x 40 inches)	\$150

* Plus HST

** No administrative fees will be charged related to name changes and revision of official documents for residential school survivors as per Council Motion related to the TRC Calls to Action on December 8, 2021

Public Works Department	FEES
Annual Trailer Licence	\$240
Annual Wide Load Permit	\$50
Annual Wrecking Yard Licence	\$10
Entrance Permit (Twp. rds only: \$200 Non Refundable)	\$500
Road Occupancy Permit-Comm./Events	\$250
Deposit for work within Right of Way	\$4,000

Waste	
Composter (Black-Backyard)	\$35
Garbage Bag Stickers (each)	\$2
Green Bin (roadside pick-up)	\$15
Kitchen Catcher (additional)	\$5

Dog Licenses Fees	
Replacement Tag (each tag)	\$10
Spayed/Neutered	
First Dog	\$20
Second Dog	\$30
Third Dog	\$80
Not Spayed/Neutered	
First Dog	\$30
Second Dog	\$40
Third Dog	\$90
Kennel Licence	\$300

Off Site Rentals*	
AV Equipment (per day)	\$50
Tent Rentals (per day)	\$50
Tables (per item / per day)	\$10
Chairs (per item / per day)	\$2
Coffee Urns (per item / per day)	\$15

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Application & Agreement Fees	Fees
Consent Application (includes boundary adjustment and easement)	\$3,500
Consent Condition Amendment	\$1,000
Lot Grading/Drainage Plan Review	\$500
Minor Variance (as part of Zoning By-Law amendment process)	\$2,500
Official Plan Amendment	\$5,000
Part Lot Control	\$3,000
Plan of Subdivision/Condominium	\$20,000
Posting Sign	\$100
Pre Consultation Deposit (for peer review and consultant review if required)	\$2,500
Pre Consultation Fee	\$500
Removal of Holding By-Law	\$1,000
Security for new dwelling without proof of demolition of previous dwelling unit	\$20,000
Agreements (Site Plan, Development, Encroachment, etc.)	\$3,000
Site Plan Deposit	\$3,500 minimum
Subdivision Applications Deposit	\$10,000 minimum
Validation of Title	\$800
Zoning By-Law Amendment	\$2,500

Development Charges	Fees
Development Charges Residential (Township portion) all except Mansfield	\$16,868.17
Non-Residential per sq foot	\$1.59

Parkland Dedication	Fees
Cash-in-Lieu (flat rate)	\$10,110.00

Planning Fees	Fees
Minimum Distance Setback Calculation	\$200
Municipal Approval	\$150
Municipal Approval after construction has commenced	\$500
Paper Copy of the Official Plan	\$75
Paper Copy of the Zoning By-Law	\$40
Property Information Report, Zoning/Subdivision Compliance Letter	\$150
Risk Management Plan Application/Source Protection Plan Agreement, RMO and amendments thereto	\$300
Special Events Permit	\$250
Special Occasions Permit Letter	\$50

Planning deposits will be collect as required and as estimated by staff.

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Water	Rate/Fees
Consumption Charges	
Quarterly Base Charge up to 3/4" Meter Size	\$105.35
Quarterly Base Charge up to 1" Meter Size	\$179.09
Quarterly Base Charge up to 1 1/2" Meter Size	\$347.65
Quarterly Base Charge up to 24" Meter Size	\$558.35
Quarterly Base Charge up to 3" Meter Size	\$1,053.49
Quarterly Base Charge up to 4" Meter Size	\$1,759.33
Quarterly Base Charge up to 6" Meter Size	\$3,508.13
Volumetric Charges/cubic metre	5.36/M³

Service Charges	
Individual or Final meter reading fee	\$50
Turning water on or off	\$50
Inspection for construction/repairs	Actual Cost
Individual municipal services	\$60 per hour + plus 20% for overhead
Services during non-office hours	\$90 per hour + plus 20% for overhead

Water Connection Fees	
Deposit	\$500
Inspection Fee	\$50
Water Meter Installation Charge	actual cost
Cost of Water Meter	actual cost
Cost of backflow preventer	actual cost

Capital Charges	
Water Capital Connection Fee	\$41,602.65

Fire	Fees
Fire Department Response: per hour or portion thereof for each unit in attendance	\$665
Material costs including but not limited to foam, metered water, air tank refilling, cleaning equipment, DSPA or similar units, cost to replace damaged or destroyed equipment, specialized response costs such as water bomber drops	Cost of Materials
Fire False Alarms: Flat fee for the second false fire alarm and for any subsequent false fire alarm within a twelve-month period.	\$500
Residential Inspections: Flat fee per each residential unit	\$150
Commercial/Industrial Inspections: Flat fee per each commercial and industrial unit	\$300
Requests for Fire and Other Miscellaneous Reports: Flat fee per report	\$75

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Arena Advertising	Rates*
Arena Sign 4 ft x 4 ft	\$130/year
Arena Sign 4 ft x 8 ft	\$180/year
Roadside Sign when renting facility	\$40/wk
Roadside Sign when NOT renting facility	\$70/wk
Roadside Sign per additional week	\$10.00
Zamboni Advertising (contact for details)	\$1,000/year
Time Clock Advertising (contact for details)	\$400/year

Ice & Floor Rentals	Rates**
Prime Time Ice	\$180
Honeywood Minor Hockey Ice	\$160
Honeywood Figure Skating Ice	\$160
Non-Prime Time Ice	\$115
Last Minute (within 48 hours of rental) & Sponsored Ice	\$115
Birthday party Package	\$160
Shinny or Sticks & Pucks	\$5
Floor Surface (Summer, per hour)	\$60
Floor Surface & Booth (Summer, per hour)	\$75
Public Skating	\$2

*Plus HST

**Includes HST

Note: Rates for programmed events and activities will be set by staff.

Arena Facility Rentals	Rates**
Norduff Hall (Full Day = > 6 hrs Licensed)***	\$350
Norduff Hall (Per Hour < 6 hrs Licensed)	\$50
Norduff Hall (Full Day = > 6 hrs Non-Licensed)*	\$240
Norduff Hall (Per Hour < 6 hrs Non-Licensed)	\$40
Chair Rentals Off-Site, Per Item	\$2.50
Table Rentals Off-Site, Per Item	\$10

***Deposit of \$200 for all hall rentals is refundable if no clean up required or damages incurred.

All hall rentals commence at the time the hall is required (including set up time) until the time it is vacated.

Insurance: All users of the arena must provide proof of insurance. Users of the Arena must purchase insurance through the Township's insurance provider if they do not provide proof of insurance.

*Prime Time – Monday – Friday 5:00 pm – 10:00 pm & Weekends & Holidays (All Day)