

The Corporation Of The City Of Quinte West

By-Law Number 20-099

Being A By-Law To Consolidate And Regulate Payment Of Various Fees And Charges Within The City Of Quinte West.

Whereas Section 391 of the Municipal Act, S.O. 2001, c.25, as amended authorizes a municipality to pass by-laws imposing fees or charges on persons

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control;

And Whereas the Council of the Corporation of the City of Quinte West deems it expedient to pass a consolidated by-law;


Now Therefore Be It Enacted By The Council Of The Corporation Of The City Of Quinte West As Follows:

- (1) This by-law shall be known as the **“2021 Consolidated Fees and Charges By-Law.”**
- (2) Council hereby establishes the fees and charges as set out in Schedules “A to K” hereinafter referred to as “Schedules” of this By-law.
- (3) All fees and charges as listed in the attached Schedules shall be subject to Harmonized Sales Tax (HST) where applicable.
- (4) No request by any person for any information, service, activity or use of City property described in the Schedules will be processed or provided by any City official unless and until the person requesting the information, service, activity or use of City property has paid the applicable fee or charge to the City in the prescribed amount as set out in the Schedules.
- (5) Notwithstanding Section (4) of this by-law, the payment of fees and charges for certain requests for information, service, activity or use of City property described in the Schedules may be made upon receipt of an invoice issued by the City of Quinte West, the receipt of which may post date the provision of the requested information, service, activity or use of the City property.
- (6) Unless otherwise prescribed and where facilities are available, the fees and charges established by this By-law may be payable to the City of Quinte West by cash, money order, certified cheque, cheque, or debit card when due.
- (7) Fees and charges that have been imposed in accordance with this By-law that remain unpaid after the date on which they are due shall be subject to interest at a rate of 15% per annum (1.25% per month).
- (8) Fees and charges that have been imposed in accordance with this By-law that remain unpaid after the date on which they are due, including any interest charges, may be added by the Treasurer of the municipality to the tax roll for any property for which any or all of the owners are responsible for paying the fees and charges.
- (9) In the event that any part of this By-law, including any part of the Schedules is determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and that the remainder of this By-law, including the remainder of the Schedules, as applicable, shall continue to operate and to be in force and effect.

- (10) That By-law Number 16-147, or any other fee in any By-law inconsistent with these fees and charges are hereby repealed.
- (11) This By-law shall come into force and take effect on January 1, 2021

Read A First, Second And Third Time And Finally Passed This 19th Day Of October, 2020.


Jim Harrison, Mayor


Kevin Heath, City Clerk

Consolidated Fees & Charges By-Law 20-099

- **Schedule A – Building Permit Fees**
- **Schedule B – Facilities, Parks & Programs Fees**
- **Schedule C – General Fees & Charges**
- **Schedule D – IT/GIS Services Fees**
- **Schedule E – Licence Fees**
- **Schedule F – Planning & Development Fees**
- **Schedule G – Protective Services (Fire) Fees**
- **Schedule H – Protective Services (O.P.P.) Fees (Removed)**
- **Schedule I – Public Works Fees**
- **Schedule J – Sign Fees**
- **Schedule K – Marina Fees**

TYPE OF FEE	2020	2021	2022	2023	HST
BUILDING PERMIT FEES					
Building Permits					
Residential Occupancies per sq. metre	\$11.15	\$11.37	\$11.60	\$11.83	Exempt
Assembly Occupancies, Business, Personal Services Occupancies and Mercantile Occupancies per sq. metre of floor area	\$11.15	\$11.37	\$11.60	\$11.83	Exempt
Business, Personal Services Occupancies and Mercantile Occupancies (shell only rate) per sq. metre of floor area	\$6.69	\$6.82	\$6.96	\$7.10	Exempt
Business, Personal Services Occupancies and Mercantile Occupancies (interior shell building fit-up only rate) per sq. metre of floor area	\$4.46	\$4.55	\$4.64	\$4.73	Exempt
Institutional Occupancies per sq. metre	\$12.27	\$12.52	\$12.77	\$13.03	Exempt
Industrial Occupancies per sq. metre	\$5.40	\$5.51	\$5.62	\$5.73	Exempt
Unserviced industrial Occupancies per sq. metre	\$3.15	\$3.21	\$3.28	\$3.34	Exempt
Farm buildings per sq. metre	\$3.15	\$3.21	\$3.28	\$3.34	Exempt
Parking Garages, Unfinished Basements & Service Floors (new structures) per sq. metre	\$4.84	\$4.94	\$5.04	\$5.14	Exempt
Parking Garages, Unfinished Basements & Service Floors (repairs) per sq. metre	\$2.42	\$2.47	\$2.52	\$2.57	Exempt
Minor Residential Structures (eg. decks, gazebos, wood stoves)	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Minor Non-Residential Structures (eg. school portables, temporary tents)	\$250.00	\$255.00	\$260.00	\$265.00	Exempt
Alterations to Existing Buildings (per \$1,000.00 of construction value)	\$14.85	\$15.15	\$15.45	\$15.76	Exempt
Wind Turbine Generators & Solar Panels (up to \$100,000.00 value)	\$370.00	\$377.00	\$385.00	\$393.00	Exempt
Wind Turbine Generators & Solar Panels (\$100,000.00 - \$250,000.00 value)	\$613.00	\$625.00	\$638.00	\$651.00	Exempt
Wind Turbine Generators & Solar Panels (over \$250,000.00 value)	\$1,225.00	\$1,250.00	\$1,275.00	\$1,301.00	Exempt
Plumbing	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Residential Site Servicing (detached, semi-detached, townhouse) per service per unit	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Site Servicing (non-residential) per sq. metre gross Building Area	\$0.28	\$0.29	\$0.29	\$0.30	Exempt
Sewage System Permit - New (Class 2,3,4&5)	\$850.00	\$900.00	\$900.00	\$900.00	Exempt
Sewage System Permit - Addition/Repair (Class 2,3,4&5)	\$425.00	\$450.00	\$450.00	\$450.00	Exempt
Back Flow Prevention Device - New or Replacement (each)	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Occupancy Permit per unit	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Demolition Permits (per 100 sq. metres of floor area)	\$12.28	\$12.53	\$12.78	\$13.03	Exempt
Alternative Solution (flat fee + third party review at cost)	\$545.00	\$556.00	\$567.00	\$578.00	Exempt
Conditional and Part Permit Fees in addition to normal fee	10%	10%	10%	10%	Exempt
Administrative Fee - building without a permit	15%	15%	15%	15%	Exempt

Administrative Fee - building without a permit - order issued	25%	25%	25%	25%	Exempt
Revisions to Plans After Permit Issued (residential)	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Revisions to Plans After Permit Issued (non-residential) per sq metre of revised building area	\$1.09	\$1.11	\$1.13	\$1.16	Exempt
Transfer of Permit to New Owner	\$131.00	\$134.00	\$137.00	\$140.00	Exempt
Work Order Searches (Written Process)	\$76.00	\$78.00	\$80.00	\$82.00	Exempt
Work Order Searches (Internet Process)	\$76.00	\$78.00	\$80.00	\$82.00	Exempt
File Search (Septic Permits)	\$43.00	\$44.00	\$45.00	\$46.00	Exempt
Severance Applications - per lot (Septic Review)	\$358.00	\$365.00	\$372.00	\$379.00	Exempt
Rezoning & Minor Variance Applications (Septic Review)	\$358.00	\$365.00	\$372.00	\$379.00	Exempt
<u>NOTE: Minimum Fee</u>	\$131.00	\$134.00	\$137.00	\$140.00	Exempt

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
FACILITIES, PARKS, PROGRAMS					
GATHERING HALLS					
Batawa Community Centre					
Non-Profit (Hourly)	\$53.00	\$54.00	\$55.00	\$56.00	HST INCL
Commercial (Hourly)	\$68.00	\$69.00	\$70.00	\$71.00	HST INCL
Non-Profit (Daily)	\$487.00	\$497.00	\$507.00	\$517.00	HST INCL
Commercial (Daily)	\$554.00	\$565.00	\$576.00	\$588.00	HST INCL
NOTE: Seniors Unlimited are provided with meeting space at no charge.					
Centennial Hall					
Non-Profit (Hourly)	\$35.00	\$36.00	\$37.00	\$38.00	HST INCL
Commercial (Hourly)	\$53.00	\$54.00	\$55.00	\$56.00	HST INCL
Non-Profit (Daily)	\$246.00	\$251.00	\$256.00	\$261.00	HST INCL
Commercial (Daily)	\$380.00	\$388.00	\$396.00	\$404.00	HST INCL
Community Gardens - Auditorium					
Non-Profit (Hourly)	\$36.00	\$37.00	\$38.00	\$39.00	HST INCL
Commercial (Hourly)		\$54.00	\$55.00	\$56.00	HST INCL
Non-Profit (Daily)	\$325.00	\$332.00	\$339.00	\$346.00	HST INCL
Commercial (Daily)	\$480.00	\$490.00	\$500.00	\$510.00	HST INCL
Kinsmen Bingo (Tuesdays)	\$242.00	\$247.00	\$252.00	\$257.00	HST INCL
Dr. McMullen Community Centre – Centennial Room					
Non-Profit (Hourly)	\$35.00	\$36.00	\$37.00	\$38.00	HST INCL
Commercial (Hourly)	\$35.00	\$36.00	\$37.00	\$38.00	HST INCL
Non-Profit (Daily)	\$111.00	\$113.00	\$115.00	\$117.00	HST INCL
Commercial (Daily)	\$165.00	\$168.00	\$171.00	\$174.00	HST INCL
ARENAS					
Quinte West Arena Ice Rentals					
Hourly Rates					
Prime Time - Monday to Friday after 4:00 pm and Saturday and Sundays	\$158.00	\$161.00	\$164.00	\$167.00	HST INCL
Non-Prime Time - Monday to Friday before 4:00 pm	\$121.00	\$123.00	\$125.00	\$128.00	HST INCL
Summer Ice June 1st - August 31st.	\$198.00	\$202.00	\$206.00	\$210.00	HST INCL
Non Prime Per Person – per hour	\$23.00	\$23.00	\$24.00	\$25.00	HST INCL
Non Prime Per Small Group Per hour - Maximum 10 people	\$73.00	\$74.00	\$75.00	\$77.00	HST INCL

Quinte West Minor Hockey	\$131.00	\$134.00	\$137.00	\$140.00	HST INCL
Quinte West Figure Skating (Trenton Club and Frankford Club)	\$131.00	\$134.00	\$137.00	\$140.00	HST INCL
Schools	\$97.00	\$99.00	\$101.00	\$103.00	HST INCL
School Approved Curriculum for Hockey for Life	\$28.82	\$30.00	\$30.00	\$30.00	HST INCL
Minor Hockey Tournaments – over 100 hours	\$123.00	\$125.00	\$128.00	\$131.00	HST INCL
Floor Rentals (No ice) - Hourly					
Non-Profit	\$73.00	\$74.00	\$75.00	\$77.00	HST INCL
Commercial	\$124.00	\$126.00	\$129.00	\$132.00	HST INCL
Floor Rentals (No ice) - Daily					
Non-Profit	\$735.00	\$750.00	\$765.00	\$780.00	HST INCL
Commercial (minimum)	\$1,619.00	\$1,651.00	\$1,684.00	\$1,718.00	HST INCL
Dry Floor Covering Surcharge	\$500.00	\$510.00	\$520.00	\$530.00	HST INCL
NOTE: One hour of ice includes 50 minutes of ice time and 10 minutes for ice resurfacing.					
PARKS & OPEN SPACES					
Amphitheatre					
BUILDING AND GROUNDS ONLY					
Non Profit - hourly	\$35.00	\$36.00	\$37.00	\$38.00	HST INCL
Non Profit - daily	\$325.00	\$332.00	\$339.00	\$346.00	HST INCL
Commercial - hourly	\$68.00	\$69.00	\$70.00	\$71.00	HST INCL
Commercial - daily	\$654.00	\$667.00	\$680.00	\$694.00	HST INCL
Park Rentals					
NOTE: Rental Fees are based on use of the Park Area as is and does not include extra services. Rental fees include time for setup and take down to be finalized by Department Staff upon confirmation of booking.					
Area					
Small Park Areas	\$114.00	\$116.00	\$118.00	\$120.00	HST INCL
Large Park Area - day for Non-Profit	\$368.00	\$375.00	\$383.00	\$391.00	HST INCL
Carnivals/Events i.e. Amphitheatre to Marina building-Day for Commercial	\$735.00	\$750.00	\$765.00	\$780.00	HST INCL
Centennial Closure for event (Non-Profit) - Day	\$1,468.00	\$1,497.00	\$1,527.00	\$1,558.00	HST INCL
Centennial Closure for event (Commercial) - Day	\$2,146.00	\$2,189.00	\$2,233.00	\$2,278.00	HST INCL
Fraser Park Gazebo (excluding DBIA – Agreement with City)	\$75.00	\$77.00	\$79.00	\$81.00	HST INCL
Riverfront Square Stage	\$75.00	\$77.00	\$79.00	\$81.00	HST INCL
<i>Camping Frankford Tourist Park - 10% Discount for 6 or more sites</i>					
Camping Frankford Tourist Park - Per Night - Unserviced	\$36.00	\$37.00	\$38.00	\$39.00	HST INCL

Camping Frankford Tourist Park - Per Night - Unserviced - Seniors Rate (65 & Over)	\$33.00	\$34.00	\$35.00	\$36.00	HST INCL
Camping Frankford Tourist Park - Per Night - Serviced	\$52.00	\$53.00	\$54.00	\$55.00	HST INCL
Camping Frankford Tourist Park - Per Night - Serviced - Seniors Rate (65 & Over)	\$46.00	\$47.00	\$48.00	\$49.00	HST INCL
Camping Frankford Tourist Park - Seasonal (May 25-Thanksgiving Weekend)		\$2,200.00	\$2,200.00	\$2,200.00	HST INCL
Frankford Tourist Park Pavillion - Day	\$111.00	\$113.00	\$115.00	\$117.00	HST INCL
Frankford Tourist Park Pavillion - Hour	\$49.00	\$50.00	\$51.00	\$52.00	HST INCL
Centennial Park Pavillion - Day	\$111.00	\$113.00	\$115.00	\$117.00	HST INCL
Centennial Park Pavillion - Hour	\$49.00	\$50.00	\$51.00	\$52.00	HST INCL
Fencing of Park Area - Per Foot	\$0.50	\$0.50	\$0.50	\$0.50	HST INCL
Services					
Activity					
Special Events - per staff hour	\$41.00	\$42.00	\$43.00	\$44.00	HST INCL
Special Events - per truck per hour	\$49.00	\$50.00	\$51.00	\$52.00	HST INCL
Sports Field User Rates					
FIELD CLASSIFICATION					
"A" ADULT / GAME	\$38.00	\$39.00	\$40.00	\$41.00	HST INCL
"A" YOUTH / GAME	\$22.00	\$23.00	\$23.00	\$24.00	HST INCL
"B" ADULT / GAME	\$25.00	\$26.00	\$27.00	\$28.00	HST INCL
"B" YOUTH / GAME	\$14.00	\$15.00	\$15.00	\$16.00	HST INCL
"C" ADULT / GAME	\$18.00	\$19.00	\$19.00	\$20.00	HST INCL
"C" YOUTH / GAME	\$11.00	\$12.00	\$12.00	\$13.00	HST INCL
FIELD LIGHTS					
Ball Diamond Lights - per night	\$26.00	\$27.00	\$28.00	\$29.00	HST INCL
Soccer Pitch Lights - per night	\$36.00	\$37.00	\$38.00	\$39.00	HST INCL
Tournament / Day Rates					
Ball/Soccer -with field lining and Includes first lining of the day only					
Adults - per day + Lights	\$135.00	\$138.00	\$141.00	\$144.00	HST INCL
Youth - per day + Lights	\$75.00	\$77.00	\$79.00	\$81.00	HST INCL
Ball / Soccer - without field lining					
Adults - per day + Lights	\$91.00	\$93.00	\$95.00	\$97.00	HST INCL
Youth - per day + Lights	\$31.00	\$32.00	\$33.00	\$34.00	HST INCL
FIELD CLASSIFICATIONS					
"A"					
BAIN # 1 (Lights)					
BAIN # 2 (Lights)					
CENTENNIAL SOCCER # 1 (Lights) , #2 (1/2 Lights), #3-11					
BAYSHORE HARBALL FIELD (Lights)					

BAIN SOCCER FIELD (Lights)					
DEN OGDEN					
"B"					
SIDNEY (LIT)					
WOOLER # 1(Lights)					
FRANKFORD BALL DIAMOND (Lights)					
"C"					
WOOLER # 2					
WOOLER SOCCER PITCH					
ELKS LODGE SOCCER					
***All increases will be effective January 1st except for in-season ice rental fees which will take effect August 1st of every year.					

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
GENERAL FEES & CHARGES					
Finance Services					
Tax Certificate	\$50.00	\$50.00	\$50.00	\$50.00	Exempt
Water Certificate	\$25.00	\$25.00	\$25.00	\$25.00	Exempt
Statement of Account for Income Tax Purposes	\$10.00	\$10.00	\$10.00	\$10.00	Exempt
Mortgage Company Account Fee	\$12.00	\$12.00	\$12.00	\$12.00	Exempt
Returned Payment (NSF)	\$35.90	\$35.90	\$35.90	\$35.90	Exempt
Tax Reminder Fee (per notice)	\$4.00	\$4.00	\$4.00	\$4.00	Exempt
Tax Account Name Change (per change)	\$30.00	\$30.00	\$30.00	\$30.00	Exempt
Tax Account Set up Fee (per new account)	\$30.00	\$30.00	\$30.00	\$30.00	Exempt
Tax Sale Admin Fee (per account)	\$355.00	\$362.00	\$369.00	\$376.00	Exempt
Parking Permit (monthly)	\$58.00	\$58.00	\$58.00	\$58.00	HST incl
Parking Meter Fee (per hour)	\$0.50	\$0.50	\$0.50	\$0.50	Exempt
Noise Exemption Fee	\$120.00	\$120.00	\$120.00	\$120.00	Exempt
Farmer's Market Seasonal	\$170.00	\$175.00	\$175.00	\$180.00	HST incl
Farmer's Market Daily	\$18.00	\$20.00	\$20.00	\$20.00	HST incl
Printed Tender Documents (to be determined by management)	\$10 - \$150	\$10 - \$150	\$10 - \$150	\$10 - \$150	HST incl
Photocopies - No Colour	\$0.25	\$0.25	\$0.25	\$0.25	HST incl
Photocopies - With Colour	\$0.50	\$0.50	\$0.50	\$0.50	HST incl
City Momentos (Not to exceed full recovery)					
Administrative Research Fee - (Staff hourly rate plus benefits, not to exceed full cost)					
Online Payment service charges will be set at a rate that ensures cost recovery					
Clerks Department					
Administering Oaths/Affidavits/Declarations - Residents	\$10.00	\$10.00	\$10.00	\$10.00	Exempt
Administering Oaths/Affidavits/Declarations - Non-Residents	\$15.00	\$15.00	\$15.00	\$15.00	Exempt
Administering Oaths/Affidavits/Declarations - Pension/Government Documents for Residents	\$0.00	\$0.00	\$0.00	\$0.00	Exempt
Civil Ceremony	\$394.00	\$400.00	\$400.00	\$400.00	HST incl
Civil Ceremony Cancellation Fee		\$50.00	\$50.00	\$50.00	HST incl
Burial Permit (out of town)	\$12.00	\$12.00	\$12.00	\$12.00	Exempt
Cemetery Plot	\$847.50	\$847.50	\$847.50	\$847.50	HST incl
Cemetery Cremation	\$508.50	\$508.50	\$508.50	\$508.50	HST incl
Cemetery Interment	\$847.50	\$847.50	\$847.50	\$847.50	HST incl
Cemetery Vault Storage	\$237.30	\$237.30	\$237.30	\$237.30	HST incl
Cemetery Niche	\$2,090.50	\$2,090.50	\$2,090.50	\$2,090.50	HST incl
Cemetery Niche Open/Close	\$395.50	\$395.50	\$395.50	\$395.50	HST incl
Freedom of Information Request (F.O.I \$5.00 as set out in Municipal Freedom of Information and Protection of Privacy Act)	as per MFIPPA	as per MFIPPA	as per MFIPPA	as per MFIPPA	Exempt
Municipal Information Form/Letter - New Liquor Licence or Addition of Outdoor Area (AGCO)	\$25.00	\$25.00	\$25.00	\$25.00	Exempt
Road Allowance Closure					
Non-refundable Application Fee	\$550.00	\$600.00	\$600.00	\$600.00	HST incl
Plus costs, which may include (but are not limited to) legal, appraisal, survey, land costs (Not to exceed full cost recovery)					Exempt
Encroachment Agreements					
Non-refundable Application Fee	\$240.00	\$250.00	\$250.00	\$250.00	HST incl
Plus costs, which may include (but are not limited to) legal, registration (Not to exceed full cost recovery)					Exempt

SCHEDULE D

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
IT/GIS SERVICES					
IT/GIS Services					
Event AV Setup (Choice of: Mic, Speakers, Projector)		\$500.00	\$525.00	\$552.00	HST incl
Professional GIS Design Services (Per Hour)	\$124.00	\$200.00	\$210.00	\$221.00	HST incl
Planning Maps - Large	\$31.00	\$70.00	\$74.00	\$78.00	HST incl
Planning Maps - Medium	\$18.40	\$35.00	\$37.00	\$39.00	HST incl
Planning Maps - Small	\$12.40	\$25.00	\$27.00	\$29.00	HST incl
Aerial Photos - Letter size	\$24.40	\$55.00	\$58.00	\$61.00	HST incl
Aerial Photos - Large - 3 ft by 4 ft approx.	\$124.00	\$200.00	\$210.00	\$221.00	HST incl
Aerial Photos - 11 x 17 sheet	\$31.00	\$70.00	\$74.00	\$78.00	HST incl
IT/GIS Technical Support (Per Hour)	\$124.00	\$200.00	\$210.00	\$221.00	HST incl
Cancellation Penalty	\$124.00	\$200.00	\$210.00	\$221.00	HST incl
GIS / IT Consulting (not related to Maintenance Agreement) (Per Hour)	\$124.00	\$200.00	\$210.00	\$221.00	HST incl
MPT Calculator	\$860.00	\$5,000.00	\$5,250.00	\$5,513.00	HST incl
MPT Calculator - Annual Renewal	\$248.00	\$750.00	\$788.00	\$828.00	HST incl
Computer Lab Fees – 1/2 day (minimum)	\$248.00				HST incl
Computer Lab Fees – Full day	\$430.00				HST incl
Professional Quinte West GIS Membership (additional database access) Initial Fee	\$620.00				
Professional Quinte West GIS Membership (additional database access) Annual Fee access to the Professional Quinte West GIS Membership is at the complete discretion of the City of Quinte West.	\$620.00				
PRISM Program					
Full PRISM Program Licence (PRISM GIS and PRISM 911)	\$31,175.00				HST incl
PRISM GIS Licence (GIS application only)	\$6,200.00				HST incl
PRISM GIS (Multi Location Licence) per location	\$1,240.00				HST incl
Included in the PRISM Program prices noted above: – One (1) year full warranty – One (1) year support Maintenance Agreement (includes access to the PRISM "on-line help desk" – All PRISM Program and PRISM GIS upgrades					
Fees not included in PRISM Program prices noted above:					
Program Installation and Training	\$3,100.00				HST incl
PRISM Back up System (web or stand alone system)	TBD				HST incl
Licence, Support and Maintenance Contract					
The first year (year one) is included in the PRISM base application fee of both the Full PRISM Program and PRISM GIS options.					
Full PRISM Program – Licence / Maintenance Fee – Annual	\$6,200.00				HST incl
Full PRISM Program – Extended 2 Year Licence / Maintenance Contract (includes Year 1 and Years 2 and 3)	\$10,000.00				HST incl
PRISM GIS – Licence / Maintenance Fee – Annual	\$3,720.00				HST incl
PRISM GIS – Extended 2 Year Licence / Maintenance Contract (Included Year 1 and Years 2 and 3)	\$4,995.00				HST incl
PRISM Network Membership – Annual	\$2,515.00				HST incl
MPT Estimator	\$860.00				HST incl
MPT Estimator – Annual Renewal	\$248.00				HST incl

SCHEDULE E

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
LICENCE FEES					
Licences					
Marriage Licence	\$140	\$150	\$150	\$150	Exempt
Temporary Vendors (per event)	\$1,240	\$1,300	\$1,300	\$1,300	Exempt
Mobile Canteen - Annual	\$305	\$325	\$325	\$325	Exempt
Stationary Canteen - Annual	\$245	\$260	\$260	\$260	Exempt
Mobil Cart - Annual	\$26	\$28	\$28	\$28	Exempt
Mobile Cart Broker - Annual	\$375	\$400	\$400	\$400	Exempt
Special Sale - (maximum 7 days)	\$305	\$325	\$325	\$325	Exempt
Hen Coop Licences					
New Application - Annual	\$62	\$65	\$65	\$65	Exempt
Renewal - Annual	\$31.00	\$32.50	\$32.50	\$32.50	Exempt
Penalty	\$12.40	\$13.25	\$13.25	\$13.25	Exempt
Kennel Licences					
Breeder - Annual	\$124.00	\$130.00	\$130.00	\$130.00	Exempt
Recreation - Annual	\$62.00	\$65.00	\$65.00	\$65.00	Exempt
Penalty	\$62.00	\$65.00	\$65.00	\$65.00	Exempt
Dog Licence - Annual	\$25.00	\$25.00	\$25.00	\$25.00	Exempt
Dog Licence - Late Fee	\$12.50	\$12.50	\$12.50	\$12.50	Exempt
Dog Licence - Replacement Tag	\$5.00	\$5.00	\$5.00	\$5.00	Exempt
Recovery of Animal from Animal Shelter	\$93.00	\$100.00	\$100.00	\$100.00	Exempt
Appeals under Section 3.11	\$93.00	\$100.00	\$100.00	\$100.00	Exempt
Lodging House Licences					
New Application - Annual	\$311.75	\$330.00	\$330.00	\$330.00	Exempt
Renewal - Annual	\$124.00	\$130.00	\$130.00	\$130.00	Exempt
Penalty	\$62.00	\$65.00	\$65.00	\$65.00	Exempt
After 30 days - new licence fee	\$311.75	\$330.00	\$330.00	\$330.00	Exempt
Lottery Licences					
Raffle	3% of prize	3% of prize	3% of prize	3% of prize	Exempt
Bingo	2 % of prize	2 % of prize	2 % of prize	2 % of prize	Exempt
Bazaar (Per Wheel1)	\$10.00	\$10.00	\$10.00	\$10.00	Exempt
Break-Open Ticket (Nevada)	\$25.00	\$25.00	\$25.00	\$25.00	Exempt

SCHEDULE F

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
PLANNING & DEVELOPMENT FEES					
Note: Applications designated as "Potential Refund" may have the stated refund amount returned, upon the pre-approved withdrawal of the application, or upon non- approval of the application by the City or Local Planning Appeals Tribunal. It is noted that all fees are non-refundable once the application has been accepted for processing and/or receipted.					
Official Plan Amendment					
Application for Amendment to the current Official Plan for the City of Quinte West inclusive of Secondary Plans. Includes Conservation Authority & Public Works review fees. Refer to "Other Fees" below for additional fees if applicable.	\$3,675	\$3,749	\$3,824	\$3,900	Exempt
Potential Refund	\$1,000	\$1,020	\$1,040	\$1,061	
Zoning By-law Amendment					
Application for Amendment to the current Comprehensive Zoning By-law including Temporary Uses. Includes Conservation Authority & Public Works review fees. Refer to "Other Fees" below for additional fees if applicable.	\$2,570	\$2,621	\$2,673	\$2,726	Exempt
Potential Refund	\$770	\$785	\$801	\$817	
Application for Removal of Holding Symbol / Provisions	\$2,140	\$2,183	\$2,227	\$2,272	Exempt
Oak Lake Drainage Basin Consolidated Application for Removal of Holding Symbol, Zoning By-law Amendment and/or Site Plan Control Agreement	\$2,570	\$2,621	\$2,673	\$2,726	Exempt
Potential Refund	\$770	\$785	\$801	\$817	
Site Plan Control - Fees listed plus legal & other fees as applicable.					
NOTE: For all Site Plan Control Applications a trust deposit is required. Legal, Public Works, Conservation Authority and Municipal Plan Review fees are charged at Actual Cost. Refer to "Trust Deposits" below. Trust Deposits may also be used for minor applications to cover costs including planners hours. Refer to "Other Fees" and "Trust Deposits" below.					
Application with Registered Agreement (Standard)	\$2,700	\$2,754	\$2,809	\$2,865	Exempt
Application with Agreement (Not Registered, Minor, as determined by City staff)	\$1,470	\$1,499	\$1,529	\$1,560	Exempt
Application to Amend an Existing Site Plan Control Agreement	\$2,025	\$2,066	\$2,107	\$2,149	Exempt
Plan of Subdivision / Condominium - Fees listed plus legal & other fees as applicable					
NOTE: For all Subdivision / Condominium applications a trust deposit is required. Legal, Public Works, Conservation Authority and Municipal Plan Review Fees associated with an application for Draft Plan of Subdivision / Condominium / Part Lot Control Exemption are charged at Actual Cost. Refer to "Trust Deposits" below.					
Application for Draft Plan of Subdivision / Condominium / Part Lot Control Exemption	\$3,365	\$3,432	\$3,501	\$3,571	Exempt
Application for Preparation of Subdivision Agreement	\$675	\$689	\$703	\$717	Exempt
Application to Amend Draft Plan Approval / Conditions (Red Line Amendment). Fee is deducted from Developer's Trust Deposit (refer to "Trust Deposits" below).	\$675	\$689	\$703	\$717	Exempt
Application for Final Approval of Draft Plan of Subdivision / Condominium / Condominium Exemption. Fee is deducted from Trust Deposit (refer to "Trust Deposits" below).	\$675	\$689	\$703	\$717	Exempt
Committee of Adjustment					
Application for Consent to sever land to create a new lot. Includes Conservation Authority & Public Works review fees as well as Certificate of Official fees. Refer to "Other Fees" below for additional fees that may be applicable.	\$2,210	\$2,254	\$2,299	\$2,345	Exempt
Potential Refund	\$660	\$673	\$686	\$700	
Application to Amend Conditions of Consent	\$300	\$306	\$312	\$318	Exempt
Application for Technical Consent (ie: Lot Additions, R.O.W., Easements, Long Term Lease, Foreclosure and Exercise Power of Sale, Mortgage and Partial Discharge of Mortgage). Refer to "Other Fees" below for additional fees if applicable.	\$1,360	\$1,387	\$1,415	\$1,443	Exempt
Potential Refund	\$410	\$418	\$426	\$435	
Re-Application for Lapsed Consent within one year from lapsing date	\$675	\$689	\$703	\$717	Exempt
Application for Validation of Title	\$675	\$689	\$703	\$717	Exempt
Application for Minor Variance	\$915	\$933	\$952	\$971	Exempt
Application for Minor Variance for waterfront properties & properties with environmental issues. Refer to "Other Fees" below for additional fees if applicable.	\$1,040	\$1,061	\$1,082	\$1,104	Exempt
Planning Administration Fees					
Tabling of a Planning Application (initiated by Applicant) requiring a second or subsequent public meeting	\$670	\$683	\$697	\$711	Exempt
Local Planning Appeals Tribunal(LPAT) - Initial deposit towards LPAT hearing expenses. Any additional LPAT cost above the initial deposit shall also be paid by the applicant.	\$6,150	\$6,273	\$6,398	\$6,526	Exempt
Compliance Letter - Agreements (Subdivision / Site Plan Control) - Written Process	\$76	\$78	\$80	\$82	Exempt
Compliance Letter - Zoning - Written Process	\$76	\$78	\$80	\$82	Exempt
Documents: Comprehensive Zoning By-law, Official Plan, Secondary Plans, etc. - Hardcopy printed & bound	\$139	\$142	\$145	\$148	HST incl
Documents: Schedules / Maps to Comprehensive Zoning By-law, Official Plan, Secondary Plans, etc - tabloid 11x17 print, per schedule	\$6	\$6	\$6	\$6	HST incl
Documents: Schedules / Maps to Comprehensive Zoning By-law, Official Plan, Secondary Plans, etc. - prepared by GIS Division, see "Schedule D - IT/GIS Services" of this consolidated fee by-law for available sizing and current fees.		\$0	\$0	\$0	HST incl
Zoning Information Letter - Internet process (plus e-commerce processing fees)	\$76	\$78	\$80	\$82	Exempt
Zoning Information Letter - Motor Vehicle license, propane cylinder exchange - Written Process. Opinion as to compliance not included.	\$76	\$78	\$80	\$82	Exempt
Property Standards					
Property Standards - Certificate of Compliance - Non-Residential Units, 0.22 per sq m (0.02 per sq ft), minimum charge	\$93	\$95	\$97	\$99	Exempt
Property Standards - Certificate of Compliance - Residential Units, \$25 per suite, minimum charge	\$93	\$95	\$97	\$99	Exempt
Yard Maintenance Administration fee set per Yard Maintenance By-law #16-044	\$125	\$0	\$0	\$0	Exempt
Planning Service Fees					
The following tariff of fees shall apply for the provision of planning services provided by Staff in the Planning & Development Services Department. These fees are applicable for any work rendered on Plan of Subdivision or Condominium applications, Official Plan Amendment applications and Site Plan Control applications after the application has received first approval and works other than that necessary for planning approval.					
Director of Planning & Development Services (per hour)	\$139	\$142	\$145	\$148	HST incl
Manager of Planning Services (per hour)	\$111	\$113	\$115	\$117	HST incl
Area Planner and/or Policy Planner (per hour)	\$88	\$90	\$92	\$94	HST incl
Executive Assistant (per hour)	\$69	\$70	\$71	\$72	HST incl

SCHEDULE F

Trust Deposits				
<p>A deposit, as determined by the Director of Planning & Development Services or Manager of Planning Services, in an amount of \$10,000 shall be submitted to the City to be held in trust for all Draft Plans of Subdivision / Condominium and Part Lot Control Exemption applications at the time of application. A deposit, as determined by the Director of Planning & Development Services or Manager of Planning Services, in an amount of up to \$5,000 (minimum \$2,000) shall be submitted to the City to be held in trust for all Site Plan Control applications at the time of application if so deemed. The deposits shall cover such items as planning reviews, legal fees, technical review fees and other fees incurred by the City through the processing of an application. A minimum balance of \$2,000 is to be maintained in the Trust Deposit account for Plans of Subdivision / Condominium and Part Lot Control Exemption applications and a balance of \$750 is to be maintained for all other applications. If there is a balance remaining in the Trust Deposit account once all conditions of the agreement have been met and the file is closed, it will be refunded to the applicant. Refer to "Other Fees" below for additional fees if applicable.</p>				
Administration of Trust Fund Deposits				
<p>The City of Quinte West shall maintain the trust funds deposited by applicants in a consolidated trust fund bank account and shall maintain a separate trust account on the general ledger for the City of Quinte West for each application who has deposited funds. The Director of Planning & Development Services or Manager of Planning Services shall administer and review said funds as follows:</p> <p>(i) The Director of Planning & Development Services or Manager of Planning Services is hereby authorized to transfer the administration fee from the established trust fund general ledger account to revenue funds for each planning process which requires a deposit; and</p> <p>(ii) The Director of Planning & Development Services or Manager of Planning Services is authorized to make disbursements from the established trust fund general ledger account for costs incurred in processing said applications; and</p> <p>(iii) Upon completion of the procedures and requirements set out in the applicable application agreement, any portion of funds deposited in trust for the applicant and remaining shall be refunded to the applicant.</p>				
Other Fees				
<p>Unless otherwise noted, fees required by other City Departments, Lower Trent Conservation, Quinte Conservation, Haliburton, Kawartha, Pine Ridge Health Unit or any other agency are required in addition to the fees detailed in this by-law.</p>				

SCHEDULE G

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
PROTECTIVE SERVICE FEES					
Quinte West Fire Fees	Minimum Charge Based on \$60.00 Per Hr	Minimum Charge Based on \$60.00 Per Hr	Minimum Charge Based on \$60.00 Per Hr	Minimum Charge Based on \$60.00 Per Hr	HST incl
Information					
File Searches	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Copy of Reports	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Fire regulation compliance letter	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Compliance letter (no inspection required)	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Lawyers Letters	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Burn Permits - per year and not per hour	\$25.00	\$25.00	\$25.00	\$25.00	Exempt
Inspections (Upon Request)					
Single residential per Unit	\$75.00	\$80.00	\$80.00	\$80.00	HST incl
Multi Unit & Apartment Houses (2 Units) More than 2 but less than 10	\$150.00	\$160.00	\$160.00	\$160.00	HST incl
More than 2 but less than 10 - (per unit)	\$30.00	\$32.00	\$32.00	\$32.00	HST incl
Multi Unit - Multi -Storey (more than 3 storey) (per floor)	\$190.00	\$200.00	\$200.00	\$200.00	HST incl
Multi Unit Walk Up Apt. - less than 4 storey (per unit)	\$30.00	\$32.00	\$32.00	\$32.00	HST incl
Compliance Inspection	\$75.00	\$80.00	\$80.00	\$80.00	HST incl
Hotel- Motel					
1-10 Units	\$310.00	\$330.00	\$330.00	\$330.00	HST incl
More than 10 Units (per unit)	\$30.00	\$32.00	\$32.00	\$32.00	HST incl
Commercial - Industrial					
Less than 10,000 sq ft or any part thereof	\$155.00	\$165.00	\$165.00	\$165.00	HST incl
Every Additional 5,000 sq ft or part thereof	\$30.00	\$32.00	\$32.00	\$32.00	HST incl
Private Home Day Care					
Private Home Day Care	\$75.00	\$80.00	\$80.00	\$80.00	HST incl
Accreditation Inspection					
Nursing homes	\$150.00	\$160.00	\$160.00	\$160.00	HST incl
Retirement home	\$150.00	\$160.00	\$160.00	\$160.00	HST incl

SCHEDULE G

Day care and Group homes	\$90.00	\$95.00	\$95.00	\$95.00	HST incl
Other accredited inspection	\$90.00	\$95.00	\$95.00	\$95.00	HST incl
LLBO					
All Inspections	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Liquor Licence	\$155.00	\$165.00	\$165.00	\$165.00	HST incl
Propane					
Level 1 & 2 plus cost	\$60.00	\$65.00	\$65.00	\$65.00	HST incl
Oxygen Inspection	\$35.00	\$37.00	\$37.00	\$37.00	HST incl
Fire Extinguisher Training					
Fire Extinguisher Training, Evacuation Drills, Air Pak, Industrial, Institutional or Commercial Fire Safety (1-9 persons)	\$78.00	\$83.00	\$83.00	\$83.00	HST incl
Fire Extinguisher Training, Evacuation Drills, Air Pak, Industrial, Institutional or Commercial Fire Safety (10 to 24 persons)	\$155.00	\$165.00	\$165.00	\$165.00	HST incl
Fire Extinguisher Training, Evacuation Drills, Air Pak, Industrial, Institutional or Commercial Fire Safety (25 to 49 persons)	\$230.00	\$245.00	\$245.00	\$245.00	HST incl
Fire Extinguisher Training, Evacuation Drills, Air Pak, Industrial, Institutional or Commercial Fire Safety (50 +) (per person)	\$4.00	\$4.25	\$4.25	\$4.25	HST incl
Motor Vehicles, Water Craft, Recreational Vehicle Responses (spills, fires, accidents or rescues for non-residents of Quinte West)	MTO Rates	MTO Rates	MTO Rates	MTO Rates	Exempt
Fireworks Permits (Commercial)	\$70.00	\$75.00	\$75.00	\$75.00	Exempt
Fireworks Inspection	\$80.00	\$85.00	\$85.00	\$85.00	HST incl
Refreshment Vehicle Permits					
Initial applications on site inspection	\$70.00	\$75.00	\$75.00	\$75.00	Exempt
Annual Permit Issue Inspection	\$40.00	\$45.50	\$45.50	\$45.50	HST incl
False Alarms Residential & Commercial					
First (Fire Prevention to investigate)	\$33.00	\$35.00	\$35.00	\$35.00	Exempt
Second (Fire Prevention to advise with letter and potential costs	\$67.00	\$70.00	\$70.00	\$70.00	Exempt
Third (final notice by Registered Mail	\$135.00	\$145.00	\$145.00	\$145.00	Exempt
Fourth	\$400.00	\$425.00	\$425.00	\$425.00	Exempt
Fifth	\$530.00	\$560.00	\$560.00	\$560.00	Exempt
Sixth	\$650.00	\$690.00	\$690.00	\$690.00	Exempt
Progressive increases per incident (over 6)	\$135.00	\$145.00	\$145.00	\$145.00	Exempt

SCHEDULE G

Elevator Responses					
After 2 responses per calendar year	MTO Rates	MTO Rates	MTO Rates	MTO Rates	Exempt
Acts of Negligence (2016 rate is \$450)	MTO Rates	MTO Rates	MTO Rates	MTO Rates	Exempt
Unauthorized Burning					
1st offence	Written Warning	Written Warning	Written Warning	Written Warning	
All subsequent offences	MTO Rates	MTO Rates	MTO Rates	MTO Rates	Exempt

SCHEDULE I

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
PUBLIC WORKS FEES					
ROW (Right of Way) Permit	\$120.00	\$130	\$130	\$130	Exempt
Legal Enquiries	\$30.00	\$32	\$32	\$32	HST incl
Entrance Permit	\$190.00	\$200	\$200	\$200	Exempt
Clearance - Consent	\$350.00	\$370	\$370	\$370	Exempt
Culvert Installation 30'	\$2,000.00	\$2,100	\$2,100	\$2,100	Exempt
Culvert Installation (longer than 30' or larger than 18" diameter) (Full Cost Recovery)					
Oversized Load Permits					
Monthly Permit	\$60.00	\$64	\$64	\$64	Exempt
Annual Permit	\$240.00	\$255	\$255	\$255	Exempt
Subdivision Development Fees					
Up to \$250,000 Construction Costs	3%	3%	3%	3%	HST incl
Over \$250,000 Construction Costs	4%	4%	4%	4%	HST incl
Plan Review Comments					
Site Alteration Fee (less than 2.0 hectares)	\$100.00	\$105	\$105	\$105	HST incl
Site Alteration Fee (more than 2.0 hectares)	\$350.00	\$370	\$370	\$370	HST incl
Park Benches - Steel (incl plaque and install)	\$2,650.00	\$2,810	\$2,810	\$2,810	HST incl
Park Benches - Wood (incl plaque and install)	\$1,200.00	\$1,275	\$1,275	\$1,275	HST incl
Park Memorial Tree	\$500.00	\$530	\$530	\$530	HST incl
Park Memorial Plaque	\$425.00	\$450	\$450	\$450	HST incl
Garbage Bag Tags (ea)	\$2.50	\$2.50	\$2.50	\$2.50	Exempt
Blue Box	\$8.00	\$8.00	\$8.00	\$8.00	Exempt
Farm 911 Sign	\$50.00	\$50.00	\$50.00	\$50.00	Exempt
Large & Bulky Items					
Freon Item	\$37.80	\$37.80	\$37.80	\$37.80	Exempt
Non Freon Item (white goods)	\$27.30	\$27.30	\$27.30	\$27.30	Exempt
Large Furniture	\$15.00	\$15.00	\$15.00	\$15.00	Exempt
Small Furniture	\$10.00	\$10.00	\$10.00	\$10.00	Exempt

SCHEDULE J

TYPE OF FEE	2020 FEES	2021	2022	2023	HST
SIGN FEES					
The fee applicable for any sign requiring a permit within the boundaries of the Corporation of the City of Quinte West shall be in accordance with the following:					
Billboard Sign	\$185.00	\$196	\$196	\$196	Exempt
Canopy Sign	\$90.00	\$96	\$96	\$96	Exempt
Construction / Development Promotional	\$90.00	\$96	\$96	\$96	Exempt
Electronic Message Display Sign	\$185.00	\$196	\$196	\$196	Exempt
Fascia Sign	\$90.00	\$96	\$96	\$96	Exempt
Flashing Sign	\$90.00	\$96	\$96	\$96	Exempt
Ground Sign	\$90.00	\$96	\$96	\$96	Exempt
General Advertising Sign	\$185.00	\$196	\$196	\$196	Exempt
Illuminated Sign	\$90.00	\$96	\$96	\$96	Exempt
Local Advertising Sign	\$90.00	\$96	\$96	\$96	Exempt
Mechanical Sign	\$185.00	\$196	\$196	\$196	Exempt
Projecting Sign	\$90.00	\$96	\$96	\$96	Exempt
Pylon Sign	\$90.00	\$96	\$96	\$96	Exempt
MOBILE SIGNS					
Mobile Sign (per installation)	\$60.00	\$64	\$64	\$64	Exempt
Variance to this By-law	\$300.00	\$318	\$318	\$318	Exempt
<p>*In the event that more than one category of sign shall apply, the fee shall be determined by the type of sign having the greater fee</p>					

SCHEDULE K

TYPE OF FEE	2021	HST
The fees applicable at the Marina of the Corporation of the City of Quinte West shall be as follows:		
MARINA FEES		
Seasonal slips - 30 amp service	\$56.60 per foot of length overall including dinghies, PWCs, etc.	+ HST
Seasonal slips - dual 30 or 50 amp service	\$58.45 per foot of length overall including dinghies, PWCs, etc.	+ HST
PWC Docks	\$590.00	+ HST
Transient slips - daily, 30 amp power	\$2.00	+ HST
Transient slips - daily, dual 30 or 50 amp power	\$2.20	+ HST
Transient slips - weekly, 30 amp power	\$10.40	+ HST
Transient slips - weekly, dual-30 or 50 amp power	\$10.80	+ HST
Transient slips - monthly, 30 amp power	\$27.90	+ HST
Transient slips - monthly, dual-30 or 50 amp power	\$29.00	+ HST
Pump Out Seasonal	\$125.00	HST Incl.
Pump Out Individual	\$26.25	HST Incl.
Pump Out Portable	\$47.25	HST Incl.
Pro-rating Incentive (September/October)		
Any new seasonal boater renting a slip from September 1 onwards in the current year will receive a rate that is 50% of the full seasonal rate, with a non-refundable \$400 deposit on a slip for the following year.		
STORAGE FEES		
Summer Storage - Car (per week)	\$10.00	+ HST
Summer Storage - Car (per month)	\$30.00	+ HST
Summer Storage - Trailer (per week)	\$10.00	+ HST
Summer Storage - Trailer (per month)	\$30.00	+ HST
Summer Storage - Trailer (per season)	\$150.00	+ HST
Summer Storage - Car & Trailer (per week)	\$15.00	+ HST
Summer Storage - Car & Trailer (per month)	\$45.00	+ HST
Winter Storage - based on overall length (inc Trailer)	\$15/foot	+ HST
Marina Gathering Hall Rental Fees		
1/2 Day Bookings (available Sunday through Thursday)		
1/2 Day - Up to 6 hours	\$342	+ HST
Additional Hours (per hour or part thereof)	\$110	+ HST
Staffed Bar per Hour (min. 3 hrs & 2 bartenders) **	\$29	+ HST
Full Day Bookings (required Fridays, Saturdays and Sundays)		
Full Day - Up to 12 hours	\$519	+ HST
Additional Hours (per hour or part thereof)	\$110	+ HST
Staffed Bar per Hour (min. 3 hrs & 2 bartenders) **	\$29	+ HST
** 15% Service Charge applied to Bar Tabs		