

Schedule "C"
Township of East Zorra-Tavistock
2020 User Fee Schedule

Department	Category	Fee Description	Current Fees
Administration	Copying	General Copying & Printing	25¢/side
Administration	Copying	Church & Charitable Groups	15¢/side
Administration	Copying	Supply own paper	10¢/side
Administration	Printing	Laser Printing	25¢/side
Administration	Printing	Colour Laser Printing	50¢/side
Administration	Laminating	Laminating Business Card	50¢
Administration	Laminating	Laminating Badge with Clip	75¢
Administration	Laminating	Laminating 8 1/2 X 11	\$1.00
Administration	Faxes	Incoming faxes	50¢/page
Administration	Faxes	Outgoing faxes	50¢/page
Administration	Certificates	Burial Certificates	\$10.00
Administration	Certificates	Tax Certificate	\$45.00
Administration	Certificates	Zoning Certificate	\$45.00
Administration	Certificates	Local Charges Information	\$45.00
Administration	Certificates	Building Work Orders	\$45.00
Administration	Certificates	Tax Confirmation-requested by Bank or Trust Company	\$15/property
Administration	Certificates	Tax Confirmation Letters	\$15/property
Administration	Finance Charge	NSF Fee or Return Cheque/PAP	\$25.00
Administration	Finance Charge	Payment Redistribution Fee	\$10/Roll Number
Administration	Finance Charge	Tax Bill Re-Print	\$5.00/Bill
Administration	Finance Charge	Drain Admin Fee - Add cost to taxes	1%
Administration	Maps	Township Maps	n/c
Administration	Maps	County Map	n/c
Administration	Misc	Township Lapel Pins	n/c
Administration	Misc	Township Crest-Plastic	\$5.00
Administration	Misc	Township Crest-Cloth	\$20.00
Administration	Cost Recovery Jobs	All Departments	Actual Job Cost + 15% overhead (\$500 max. for overhead)
Administration	Tax Sales	Title Searching	\$110.00
Administration	Tax Sales	Survey	Actual Cost + 10%
Administration	Tax Sales	Preparation & Registration of Tax Arrears Certificate	Actual Cost + 10%
Administration	Tax Sales	First Notice - preparation & mailing	\$60.00/hr
Administration	Tax Sales	Final Notice - preparation & mailing	\$60.00/hr
Administration	Tax Sales	Preparation of Extension Agreement	\$60.00/hr
Administration	Tax Sales	Legal Costs	Actual Cost + 10%
Administration	Tax Sales	Preparation & Registration of Cancellation Certificate	Actual Cost + 10%
Administration	Tax Sales	Costs of Sale by Tender or Auction Process:	
Administration	Tax Sales	Legal Costs	Actual Cost + 10%
Administration	Tax Sales	Advertising Costs	Actual Cost + 10%
Administration	Tax Sales	Expenses of Tender Opening or Auction	Actual Cost + 10%
Administration	Tax Sales	Professional Services	Actual Cost + 10%
Administration	Tax Sales	Mailing of Notices	\$60.00/hr
Administration	Tax Sales	Registration of Documents	Actual Cost + 10%
Administration	Tax Sales	Distribution of Proceeds of Sale	\$60.00/hr
Administration	Lotteries	Lottery Licences	2% of the prize value
Waste Management	Recycling	Blue Boxes	As set by County of Oxford
Waste Management	Recycling	Composters	As set by County of Oxford
Waste Management	Bag Tags	Bag Tags	As set by County of Oxford
Bylaw Enforcement	Canine Control	Dog Tags	n/a
Bylaw Enforcement	Canine Control	Kennel Licence	\$60/licence
Fire & Safety	Signs	9-1-1 Post & Cap Only	\$20
Fire & Safety	Signs	9-1-1 Blade & Hardware Only	\$20
Fire & Safety	Signs	9-1-1 Blade & Hardware (post, blade, bolts)	\$40
Fire & Safety	Signs	9-1-1 Sign - New Install by Township, incl. hardware	\$100
Fire & Safety	Signs	Fire Route-Sign, Post, & Hardware	\$55
Fire & Safety	Signs	Fire Route-Sign Installed by Township	cost recovery job
Fire & Safety	Fire Department	Work Orders	\$50
Fire & Safety	Fire Department	Inspections Requested	\$250
Fire & Safety	Fire Department	Incident Reports Requested	\$150
Fire & Safety	Fire Department	Non Resident Motor Vehicle Accidents	Current MTO Rates + 15% overhead (\$500 max. for overhead)
Fire & Safety	Fire Department	False Fire Alarm - 3rd+ Calls	\$500
Fire & Safety	Fire Department	Propane Facility Fire Safety Plan Review	\$250 + Actual External Professional Costs + 15% Overhead (\$500 max, on external costs only)

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2020 User Fee Schedule

Department	Category	Fee Description	Current Fees
PW	Culverts	9 m width, 300 - 400 mm (30' width, 15")	\$1,500.00
PW	Culverts	12 m width, 300 - 400 mm (40' width, 15")	\$2,000.00
PW	Culverts	Extensions per metre (3')(15")	\$150.00
PW	Culverts	9 m width, 450 mm (30' width, 18")	\$1,600.00
PW	Culverts	12 m width, 450mm (40' width, 18")	\$2,100.00
PW	Culverts	Extensions per metre (3')(18")	\$200.00
PW	Culverts	9 m width, over 450 mm (30' width, 18")	priced individually
PW	Culverts	12 m width, over 450mm (40' width, 18")	priced individually
PW	Culverts	Extensions per metre (3') over 450 mm	priced individually
PW	Culverts	Waterbreak-9 m	\$400
PW	Culverts	Waterbreak- 12 m	\$500
PW	Culverts	Waterbreak-extensions per metre	\$60
PW	General	Curb Cut or relocation of existing curb(7.5m min cut)	\$60/m
PW	General	Private Drain Connection	\$25 permit+ cost recovery job
PW	General	Mailbox Posts	\$75.00
Planning	Applications	Zoning Change	\$550
Planning	Applications	Minor Variance	\$325
Planning	Refunds	Application Submitted-no work started	80%
Planning	Refunds	Application Submitted-surrounding property owner list created	60%
Planning	Refunds	Application Submitted-surrounding property owner list created, application circulated for agency comment	40%
Planning	Refunds	Any point after agency comment circulation	0%
Planning	Applications	Site Plan Control Agreement Application	\$350
Planning	Deposit	Site Plan Control Agreement Deposit	\$2,000/lot(min \$1,000 to be held by Twp until agreement completed)
Planning	Deposit	Severance Agreement Deposit	\$2,000/lot(min \$1,000 to be held by Twp until agreement completed)
Planning	Grant-in-Lieu of Parkland	GIL of Parkland on Severances that create a new residential lot	\$1,500
Planning	REA	Renewal Energy Projects - Municipal Consultation Costs	Actual Staff Costs + 15% Overhead (\$500 max for OH)
Planning	REA	Renewable Energy Projects - Municipal Agreement Deposit	\$25,000 Deposit to Initiate Municipal Agreement + Additional Deposits as per the Agreement
Planning	REA	Renewable Energy Projects - Municipal Agreement Cost Recovery (Legal, Engineering, etc.)	Actual External Professional Costs + Actual Staff Costs + 15% Overhead (\$500 max for OH)
Planning	REA	Municipal Council Support Resolution Application	\$200
Innerkip Community Centre 519-469-3889			
ICC	Hall	Hall Rental-Sun-Thurs/Fri, Sat Afternoon	\$225+HST
ICC	Hall	Hall Rental-Fri, Sat Evening	\$450+HST
ICC	Hall	Hall Rental-40 Person Meeting	\$110+HST
ICC	Hall	Kitchen Use (all time slots)	\$110+HST
ICC	Hall	40 Person Meeting - Light Use	\$50+HST
ICC	Hall	"Walkaway"	\$125.00 + HST
ICC	Hall	Bar Association Fees	\$13/person/hr

TAVISTOCK AND DISTRICT RECREATION CENTRE - ARENA

2019 & 2020 RATE SCHEDULE

Ice rates effective
July 2019

ARENA	Detail	2019 Rates	2020 Rates
Prime Time Ice Rental (Hourly)	5 pm to 10:30 pm Mon. to Fri. 8 am to 10:30 pm Sat. and Sun.,	* \$185	* \$188
Non Prime Time Ice Rental (Hourly)	All Other Times (hrly)	* \$121	* \$124
Minor Sports (Hockey & Figure Skating)	Prime Time Non Prime Time	* \$142 * \$116	* \$145 * \$119
Any Time Ice Rate (Spr / Sum)	Any day of the week any time of day (May, July, Aug)	* \$144	* \$147
\$10 Gap Ice Time	\$10/ person/ hrs (Only available for certain hr of day, Call for details)	* \$10	* \$10
Arena Floor (Hourly)	Non Ice Season, All Times (50% of Prime Ice Rate)	\$80.00	\$80.00
Arena Floor & Stands (no ice Full day)	Friday and Saturday (daily 6:00 am to 3:00 am) Sunday to Thursday (daily 6:00 am to 3:00 am)	\$720.00 \$360.00	\$730.00 \$365.00
Complete Facility (no ice Full day)	Friday and Saturday (daily 6:00 am to 3:00 am) Sunday to Thursday (daily 6:00 am to 3:00 am)	\$880.00 \$450.00	\$895.00 \$460.00
Dressing Rooms (outside use)	Daily Rental Rate	\$26.00	\$26.00
Setup & Removal Fees (daily)	If facility is not rented and you wish to reserve the hall for setup or removal. This rate cannot be confirmed until 2 weeks prior to rental.	\$170.00	\$170.00
Storage (yearly)	Paid annually (Beginning of ice season)	\$1.75	\$2.00
Public Skating	Pre School Public School Students & Adults Family Pass Public Skating flat rate in conjunction with Non Prime Upper Hall	* Free * \$2.00 * \$3.00 * \$9.00 * \$25.00	* Free * \$2.00 * \$3.00 * \$9.00 * \$25.00
ARENA UP STAIRS			
Upper Hall (Includes \$20 for Bar & Kitchen) (2016 Prime time includes free public skating when available)	**Friday to Sunday (Prime time) (daily 6:00 am to 3:00 am) (New Years eve is Prime time) Monday to Thursday (Non Prime) (daily 6:00 am to 3:00 am) (Boxing day is Non prime)	\$125.00 \$85.00	\$125.00 \$85.00
Hourly Upper Hall Bar & Kitchen (daily)	Hourly Rate (Hall only, excluding Bar & Kitchen, any day) All days (In addition to Hrly Hall Rentals)	\$30.00 \$25.00	\$30.00 \$25.00
Shuffle Board	Equipment Rental (per set per rental)	\$8.00	\$8.00
Clean up charge	At the discretion of staff on duty	\$65.00	\$65.00
Board Room (daily)	All days (6:00 am to 3:00 am)	\$35.00	\$35.00
CURLING CLUB			
Floor Area (no ice Full day)	Friday & Saturday (daily 6:00 am to 3:00 am) Sunday to Thursday (daily 6:00 am to 3:00 am)	\$85.00 \$85.00	\$85.00 \$85.00

-- * Rates take effect in July of previous year up to the end of the ice season in the spring of the year shown at top.

-- ** Starting in 2016 Prime Time Arena Hall rentals, include Free Public Skating when available.

-- Upstairs hourly rentals are calculated from arrival time to end time, including cleanup time.

-- Regular user groups receive one free Board Room use per month; Minor Sports groups get 15 per year

-- All rates include H.S.T.

TAVISTOCK AND DISTRICT MEMORIAL HALL & PARKS

2019 & 2020 RATE SCHEDULE

MEMORIAL HALL	Detail	2019 Rates	2020 Rates
Main Hall	Friday & Saturday (<i>Prime time</i>) (daily 6:00 am to 3:00 am) (New Years eve is Prime time)	\$545.00	\$550.00
	Sunday to Thursday (<i>Non Prime</i>) (daily 6:00 am to 3:00 am) (Boxing day is Non prime)	\$215.00	\$220.00
	Hourly Rate (<i>Hall only, excluding Bar & Kitchen, any day</i>)		
Upper Memorial Hall	Friday & Saturday (<i>Prime time</i>) (daily 6:00 am to 3:00 am) (New Years eve is Prime time)	\$90.00	\$90.00
	Sunday to Thursday (<i>Non Prime</i>) (daily 6:00 am to 3:00 am) (Boxing day is Non prime)	\$50.00	\$50.00
Setup & Removal Fees (daily rate)	If facility is not rented and you wish to reserve the hall for setup or removal. This rate cannot be confirmed until 2 weeks prior to rental.	\$80.00	\$80.00
Auction Sales (daily rate)	Weekday Auction Sales (setup and removal fees extra)	\$350.00	\$375.00
	Auction Sales of commercial nature (All Days)	\$1,300.00	\$1,350.00
Cleanup Charges (Hrly Rates) (Minimum charge of \$65 applies for all cleanup charges)	Minimum Cleanup charge rate, if required	\$75.00	\$75.00
	Additional cleanup charges, over the Minimum	\$32.00	\$35.00
	No confetti allowed or cleanup charge will apply	\$32.00	\$35.00
	No tape on wall or extra charge will apply	\$32.00	\$35.00
PARKS			
PARKS	Detail	2019 Rates	2020 Rates
Recreation Hall Area (daily)	100 x 60 East side Rec Hall area (No sale SOP allowed -see *)	\$ 65.00	\$ 65.00
Picnic shelter (daily)	West side picnic area, (including hydro and Picnic tables)	\$ 65.00	\$ 65.00
Kitchen Area (daily)	Kitchen access (in addition to other rentals)	\$ 20.00	\$ 20.00
Recreation Hall Area (hourly)	When booking hourly use of the Recreation Hall area	\$ 25.00	\$ 25.00
Green / Open space (daily)	Green / Open space (camping or sporting activities)	\$ 80.00	\$ 80.00
Pavilion Complete facility (daily)	Pavilion (Complete facility, when have a SALE SOP)	\$ 215.00	\$ 220.00
Entire Park (daily)	Entire park (exclusive use of park no SOP)	\$ 225.00	\$ 230.00
Agricultural Pavilion (daily)	Agricultural Pavilion, (hydro included on request)	\$ 40.00	\$ 40.00
Pavilion push button lights	Available for daily public use	N/C	N/C
Pavilion lights	Key for lighting controls panel (only available with daily rental)	On Request	On Request
Hydro Pavilion outlets	To have additional hydro outlets turned on	On Request	On Request
Dumping Station (seasonal)	Key holder for individual seasonal use of dumping station	\$ 25.00	\$ 25.00
Ball Diamond	Bookings and Playing surface maintenance done by Minor Ball	Minor Ball	Minor Ball

-- Hall New Years eve rate is designated as Prime time, Boxing Day rate is Non prime.

-- All rates include H.S.T.

-- SOP = Specil Occasions Permit, (Liqour Licence)

-- * Rentals with No Sale Special Occasions Permit, are required to rent entire pavilion at applicable rates.

All Rates Summary for 2019 & 2020

Note: Ice time rates take effect in July of previous year up to the end of the ice season in the spring of the current year

Note: Curling Club Lease rates take effect Oct 1 of previous year up to the end of September of the current year

2020 Rates approved Feb 25, 2019

	/ Unit	Current HST out	2019 Rates	Proposed HST out	2020 Proposed Rates	% Increase	\$ Increase
Arena		13%		13%			
Prime Ice Time	Hrly	\$163.7168	\$185.00	166.3717	\$188.00	1.6%	\$ 2.65
Non Prime Ice Time	Hrly	\$107.0796	\$121.00	109.7345	\$124.00	2.5%	\$ 2.65
Minor Rate Ice Time	Hrly	\$125.6637	\$142.00	128.3186	\$145.00	2.1%	\$ 2.65
Minor Rate Non Prime Ice Time	Hrly	\$102.6549	\$116.00	105.3097	\$119.00	2.6%	\$ 2.65
Any Time Ice Rate Spr / Sum	Hrly	\$127.4336	\$144.00	130.0885	\$147.00	2.1%	\$ 2.65
\$10 ice time for gap ice time	/ person	\$8.8496	\$10.00	8.8496	\$10.00	0.0%	\$ -
Arena Floor (Hourly)	Hrly	\$70.7965	\$80.00	70.7965	\$80.00	0.0%	\$ -
Arena Floor & Stands Prime	Daily	\$637.1681	\$720.00	646.0177	\$730.00	1.4%	\$ 8.85
Arena Floor & Stands Non Prime	Daily	\$318.5841	\$360.00	323.0088	\$365.00	1.4%	\$ 4.42
Complete Facility Prime	Daily	\$778.7611	\$880.00	792.0354	\$895.00	1.7%	\$ 13.27
Complete Facility Non Prime	Daily	\$398.2301	\$450.00	407.0796	\$460.00	2.2%	\$ 8.85
Dressing Rooms	Daily	\$23.0088	\$26.00	23.0088	\$26.00	0.0%	\$ -
Setup and removal days	Daily	\$150.4425	\$170.00	150.4425	\$170.00	0.0%	\$ -
Storage (Hall way lockers)	Sqft	\$1.5487	\$1.75	1.7699	\$2.00	14.3%	\$ 0.22
Upper Storage Rooms	Sqft	\$2.8761	\$3.25	3.0973	\$3.50	7.7%	\$ 0.22
Public Skating							
Pre School	Person		Free		Free		
Public School	Person	\$1.7699	\$2.00	1.7699	\$2.00	0.0%	\$ -
Students & Adults	Person	\$2.6549	\$3.00	2.6549	\$3.00	0.0%	\$ -
Family Pass	Family	\$7.9646	\$9.00	7.9646	\$9.00	0.0%	\$ -
Public skating flat rate with hall rental		\$22.1239	\$25.00	22.1239	\$25.00	0.0%	\$ -
Arena Upstairs							
Upper Hall (only) (Fri & Sat)	Daily	\$88.4956	\$100.00	88.4956	\$100.00	0.0%	\$ -
Upper Hall (only) (Sun - Thur)	Daily	\$53.0973	\$60.00	53.0973	\$60.00	0.0%	\$ -
Hall Hourly Rate	Hrly	\$26.5487	\$30.00	26.5487	\$30.00	0.0%	\$ -
Bar & Kitchen	Rental	\$22.1239	\$25.00	22.1239	\$25.00	0.0%	\$ -
Shuffle Board Equipment	Set	\$7.0796	\$8.00	7.0796	\$8.00	0.0%	\$ -
Clean up charge	Minimum	\$57.5221	\$65.00	57.5221	\$65.00	0.0%	\$ -
Hall & Kitchen Prime	Daily	\$110.6195	\$125.00	110.6195	\$125.00	0.0%	\$ -
Hall & Kitchen Non Prime	Daily	\$75.2212	\$85.00	75.2212	\$85.00	0.0%	\$ -
Board Room	Daily	\$30.9735	\$35.00	30.9735	\$35.00	0.0%	\$ -
Curling Club							
Floor Area Prime Time	Daily	\$75.2212	\$85.00	75.2212	\$85.00	0.0%	\$ -
Floor Area Non Prime Time	Daily	\$75.2212	\$85.00	75.2212	\$85.00	0.0%	\$ -

Memorial Hall							
Mem Main Hall (Prime)	Daily	\$482.3009	\$545.00	486.7257	\$550.00	0.9%	\$ 4.42
Mem Main Hall (Non Prime)	Daily	\$190.2655	\$215.00	194.6903	\$220.00	2.3%	\$ 4.42
Upper Mem Hall Prime	Daily	\$79.6460	\$90.00	79.6460	\$90.00	0.0%	\$ -
Upper Mem Hall Non Prime	Daily	\$44.2478	\$50.00	44.2478	\$50.00	0.0%	\$ -
Hall Setup days	Daily	\$70.7965	\$80.00	70.7965	\$80.00	0.0%	\$ -
Auction sales Resident	Daily	\$309.7345	\$350.00	331.8584	\$375.00	7.1%	\$ 22.12
Auction sales Comercial Setup	Daily	\$530.9735	\$600.00	553.0973	\$625.00	4.2%	\$ 22.12
Auction sales Comercial	Daily	\$1,150.4425	\$1,300.00	1,194.6903	\$1,350.00	3.8%	\$ 44.25
Minimum Cleanup charge	Minimum	\$66.3717	\$75.00	66.3717	\$75.00	0.0%	\$ -
Additional Cleanup charges	Hrly	\$28.3186	\$32.00	30.9735	\$35.00	9.4%	\$ 2.65
Parks							
Recreation Hall Area	Daily	\$57.5221	\$ 65.00	57.5221	\$ 65.00	0.0%	\$ -
Picnic shelter, incl hydro	Daily	\$57.5221	\$ 65.00	57.5221	\$ 65.00	0.0%	\$ -
Kitchen (in addition to other rental)	Daily	\$17.6991	\$ 20.00	17.6991	\$ 20.00	0.0%	\$ -
Queens Pavillion Rec Hall	Hrly	\$22.1239	\$ 25.00	22.1239	\$ 25.00	0.0%	\$ -
Green/Open space (camping or sporting activitie	Daily	\$70.7965	\$ 80.00	70.7965	\$ 80.00	0.0%	\$ -
Pavilion (Complete facility, sale SOP)	Daily	\$190.2655	\$ 215.00	194.6903	\$ 220.00	2.3%	\$ 4.42
Entire park (exclusive use of park no SOP)	Daily	\$199.1150	\$ 225.00	203.5398	\$ 230.00	2.2%	\$ 4.42
Agricultural Pavilion, incl hydro	Daily	\$35.3982	\$ 40.00	35.3982	\$ 40.00	0.0%	\$ -
Pavilion push button lights	Add, Ser		N/C		N/C		
Pavilion lights, key for lighting controls	Add, Ser	#VALUE!	On Request		On Request		
Hydro Pavilion outlets	Add, Ser	#VALUE!	On Request		On Request		
Dumping Station (seasonal key)	Key	\$22.1239	\$ 25.00	22.1239	\$ 25.00	0.0%	\$ -
			\$ -				
Ball Diamond	Per use		Minor Ball		Minor Ball		
All Rates below do not include HST							
Arena Signage							
Large Wall Sign	Annually	\$270.00	\$305.10	280.00	\$316.40	3.7%	\$ 10.00
Small Wall Sign	Annually	\$160.00	\$180.80	170.00	\$192.10	6.3%	\$ 10.00
Score Clock Illuminated panel	Annually	\$365.00	\$412.45	365.00	\$412.45	0.0%	\$ -
Score Clock Display Board Signs	Annually	N/A	N/A	N/A	N/A		
User groups logo painted in the ice	Annually	\$200.00	\$226.00	200.00	\$226.00	0.0%	\$ -
Corporate logo painted in the ice	Annually	\$1,000.00	\$1,130.00	1,000.00	\$1,130.00	0.0%	\$ -
Zamboni Signage							
Top	Annually	\$500.00	\$565.00	500.00	\$565.00	0.0%	\$ -
Front	Annually	\$500.00	\$565.00	500.00	\$565.00	0.0%	\$ -
1/3 of a side	Annually	\$350.00	\$395.50	350.00	\$395.50	0.0%	\$ -
1/2 of a side	Annually	\$500.00	\$565.00	500.00	\$565.00	0.0%	\$ -
Lower middle on side	Annually	\$300.00	\$339.00	300.00	\$339.00	0.0%	\$ -
Back wash water tank	Annually	\$200.00	\$226.00	200.00	\$226.00	0.0%	\$ -
Miscellaneous Rates							
Interest on over due Accts	Monthly		0.00%		0.00%	#DIV/0!	\$ -
Curling Club Lease Rate	Annually	\$ 13,900.00	\$15,707.00	14,100.00	\$15,933.00	1.4%	\$ 200.00
Notes:							
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-- ** Starting in 2016 Prime Time Arena Hall rentals, include Free Public Skating when available.							
-- Upstairs hourly rentals are calculated from arrival time to end time, including cleanup time.							
-- Regular user groups receive one free Board Room use per month; Minor Sports groups get 15 per year							

-- Hall New Years eve rate is designated as Prime time, Boxing Day rate is Non prime.								
-- All rates include H.S.T.								
-- SOP = Specil Occasions Permit, (Liqour Licence)								
-- * Rentals with No Sale Special Occasions Permit, are required to rent entire pavilion at applicable rates.								
-- Gap ice time rentals carry a minimum charge of \$50.00.								
-- Any time ice rate is in effect from April 15th to August 31st when ice is installed on the Arena Floor.								