

**THE CORPORATION OF THE TOWN OF GRAVENHURST**

**BY-LAW NO. 2011- 004**

---

**Being a By-law to Amend By-Law No. 2010-60 and the  
Schedule of Departmental User Fees and Service Charges  
for the Building Department Fees**

**WHEREAS** the Council of the Town of Gravenhurst passed By-law No. 2010-60 on May 18<sup>th</sup>, 2010 to set out departmental user fees and service charges;

**AND WHEREAS** fees respecting the Building Department outlined in Schedule "A" to this By-Law are authorized under the Building Code Act;

**AND WHEREAS** it is deemed expedient to amend the structure of fees for the said Building Department;

**NOW THEREFORE THE CORPORATION OF THE TOWN OF GRAVENHURST  
ENACTS AS FOLLOWS:**

1. That the attached Schedule "A", being a schedule of departmental user fees for the Building Department, is hereby adopted by the Council of the Town of Gravenhurst and becomes effective upon the passage of this by-law.
2. In all other respects, By-law No. 2010-60 is hereby confirmed.

**READ A FIRST, SECOND AND THIRD TIME** and finally passed this 21<sup>st</sup> 18<sup>th</sup>  
day of January , 2011 .

P. Dmaldm.  
Mayor

Lorraine Hunter  
Clerk

## BUILDING DEPARTMENT PROPOSED FEE INCREASES

FEE TITLE	DESCRIPTION OF FEE	2009 FEE	2010 FEE	2011 FEE	CHANGE
Minimum Permit fee unless otherwise noted	Minimum Permit fee unless otherwise noted	\$ 75.00	\$ 7.25	\$ 79.57	3% increase
Residential Finished Gross Floor Area includes plumbing, HVAC and pier foundations	Such as dwellings, apartments, sleeping cabin, living rooms, bedroom, kitchen, three season sunroom, attached garage. Charged on a per square foot basis.	\$ 1.20	\$ 1.24	\$ 1.28	3% increase
Residential Unfinished Basement Gross Floor Area	Basement or crawl space including foundation insulation. Charged on a per square foot basis.	\$ 0.20	\$ 0.21	\$ 0.22	3% increase
Residential Finished Basement Gross Floor Area includes additional plumbing, HVAC	Basement or crawl space including foundation insulation. Charged on a per square foot basis.	\$ 1.00	\$ 1.03	\$ 0.44	Fee adjustment
Floating Docks	Floating docks less than 300 ft <sup>2</sup> gross area	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Decks and Docks Gross Floor Area	Includes floating docks greater than 300 ft <sup>2</sup> gross area. Charged on a per square foot basis.	\$ 0.40	\$ 0.41	\$ 0.42	3% increase
Farm building using graded lumber. Building Area	Farm building means all or part of a building, that does not contain any area used for residential occupancy, that is associated with and located on land devoted to the practice of farming, and that is used essentially for the housing of equipment or livestock or the production, storage or processing of agricultural and horticultural produce or feeds. Charged on a per square foot Building area basis.			\$ 0.42	New category item for farm buildings moved from accessory buildings
Farm building using ungraded lumber. Building Area	Farm Building as described above. Charged on a per square foot Building area basis.			\$ 0.64	New category item for farm buildings moved from accessory buildings
Accessory buildings Gross Floor Area	Detached Garage, boathouse, storage building, coverall, gazebo, storage shed, farm buildings. Charged on a per square foot basis.	\$ 0.60	\$ 0.62	\$ 0.64	3% increase Removed reference to residential
Commercial/Industrial Gross Floor Area	Such as retail store, factory, storage building, repair garage. Charge per \$1,000 of construction value or part thereof	\$ 10.00	\$ 10.30	\$ 10.61	3% increase

Schedule "A"

Designated Structures	Designated structures as per the Ontario Building Code may include, retaining wall, pedestrian bridge appurtenant to a building, crane runway, exterior storage tank not regulated by the Technical Standards and Safety Act, 2000, signs, solar collector, wind turbine generator, dish antenna, communication tower, outdoor pool that has a water depth greater than 3.5 m at any point, public pool, and a public spa. Charge per \$1,000 of construction value or part thereof, Minimum \$200.00.	\$ 10.00	\$ 10.30	\$ 10.61	3% increase
Plumbing	Fixture units are as set out in the Ontario Building Code. Charge per fixture unit as defined in the OBC.	\$ 8.00	\$ 8.24	\$ 8.49	3% increase
Building Permit Fee Not Otherwise Covered	Construction value includes materials plus labour Change per \$1,000 of construction value or part thereof.	\$ 10.00	\$ 10.30	\$ 10.61	3% increase
Tents and Temporary Building Permit Fee	To erect tents, temporary greenhouses and other similar structures for special events.	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Demolition Permit Fee without Professional Engineer	Demolition that does not require a professional engineer.	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Demolition Permit Fee with Professional Engineer	Demolition that requires a professional engineer.	\$ 250.00	\$ 257.50	\$ 265.23	3% increase
Conditional Permit Fee	As permitted under the Building Code	\$ 300.00	\$ 309.00	\$ 318.27	3% increase
Building Agreement	Acting in good faith agreement between permit holder or property owner and the Town of Gravenhurst.	\$ 500.00 Administration fee plus \$15,000.00 performance fee which is refundable on completion of agreement conditions	\$ 515.00 Admin Fee plus \$15,450.00 performance fee which is refundable on completion of agreement conditions	\$530.00 Admin Fee plus \$15,913.50 performance fee which is refundable on completion of agreement conditions	3% increase

Schedule "A"

Change of Use Permit	As per the Building Code, a change of use of a building occurs and no construction is proposed where there is an increase in hazard as set out in the Building Code. Charge is non-refundable.	\$ 100.00	\$ 103.00	\$ 106.09	3% Increase
Over the Counter Permits	OTC permits are generally issued for permits not requiring zoning analysis, plans review, etc... such as minor repairs and/or alterations. Minimum charge as identified.	\$ 75.00	\$ 77.25	\$ 79.57	3% Increase
Fireplace, furnace, stove and chimney Building Permit	Solid Fuel Burning appliance, Chimney and furnaces	\$ 75.00	\$ 77.25	\$ 79.57	3% Increase
Inspection plus Inspection Report	Building permits more than 3 years old where there have been no inspections for at least a year.	\$ 150.00	\$ 154.50	\$ 159.14	3% Increase
Transfer of Permit	Transfer a building permit from the holder it was issued too to another holder	\$ 50.00	\$ 51.50	\$ 53.05	3% Increase
Water and/or Sewer Building Permit	Connection of a water and/or sewer pipe to a building	\$ 75.00	\$ 77.25	\$ 79.57	3% Increase
Flat Rate for Complete Septic Sewage System	Install a complete new septic sewage system	\$ 400.00	\$ 412.00	\$ 424.36	3% Increase
Septic Sewage System Inspection of an existing system	Inspection of an existing septic sewage system for code compliance	\$ 150.00	\$ 154.50	\$ 159.14	3% Increase
Septic Sewage System Upgrade or Repair short of a complete replacement	Bring a septic sewage system into code compliance (bed only)	\$ 250.00	\$ 257.50	\$ 265.23	3% Increase
Septic Sewage System Upgrade or Repair short of a complete replacement	Bring a septic sewage system into code compliance (tank only)	\$ 150.00	\$ 154.50	\$ 159.14	3% Increase
Greywater System Class 2	Greywater means sanitary sewage of domestic origin that is derived from fixtures other than sanitary units.	\$ 150.00	\$ 154.50	\$ 159.14	3% Increase
Cesspool System Class 3	A Class 3 sewage system that receives only the contents of a Class 1 sewage system or effluent from a Class 1 sewage system for disposal such as a composting toilet	\$ 150.00	\$ 154.50	\$ 159.14	3% Increase

Schedule "A"

Septic Holding Tank System Class 5	Holding tank means a tank designed to totally retain all sanitary sewage discharged into it and requiring periodic emptying.	\$ 400.00	\$ 412.00	\$ 424.36	3% increase
Septic Sewage System Inspection & report for severance	Inspect and provide a septic sewage system report for each proposed parcel (rate per proposed lot)	\$ 100.00	\$ 103.00	\$ 106.09	3% increase
Septic Sewage System Inspection & report for a Plan of Subdivision	Inspect and provide a septic sewage system report (to include all of the severed and retained lots). Charge is based on per proposed lot.	\$ 100.00	\$ 103.00	\$ 106.09	3% increase
Septic Lot Suitability	Inspect and provide a septic sewage system report for a vacant parcel of land	\$ 150.00	\$ 154.50	\$ 159.14	3% increase
Searching of records	No charge if part of full Municipal Records Search covered under another fee	\$ 50.00	\$ 51.50	\$ 53.05	3% increase
Re-Inspection not covered in permit fee	Example - Inspection called for to find building is locked and no-one at site. Charge per inspection	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Special and Additional Inspections	Additional inspections that is required as a result of poor construction, or to evaluate existing projects for renovation or addition applicants that are unsure of requirements. Charge per inspection	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Subsequent follow-up inspections	Additional property standards inspections past compliance dates. Charge per inspection	\$ 75.00	\$ 77.25	\$ 79.57	3% increase
Plan change or additional	Further plans review due to altering, adding or changing of plans. Charge per page.	\$ 50.00	\$ 51.50	\$ 53.05	3% increase
Completion Permit Fee	Construction that started prior to having a building permit			Double the permit fee	New fee

**PURSUANT TO:**  
**By-laws 2005-30 and 87-183, as amended.**

**DEPARTMENT: BY-LAW and LICENSING**  
**UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE	
		(Not Subject to Annual Fee Increase)	
BUSINESS LICENSING (By-law 2005-30 March 1, 2005)	Amusement Place		\$ 350.00
	Auctioneer		\$ 125.00
	Caleche	Per Unit Fee	\$ 200.00
	Hawker Pedlar - General		\$ 225.00
	Hawker Pedlar - Retail Exhibition		\$ 225.00
	Limousine	Per Vehicle Rate	\$ 150.00
	Refreshment Vehicle - "A" Special or Weekend	Per Vehicle Rate	\$ 100.00
	Refreshment Vehicle - "B" At all other times	Per Vehicle Rate	\$ 200.00
	Taxi Owner	Per Vehicle Rate	\$ 200.00
	Taxicab Driver		\$ 120.00
DOG LICENSING (By-law 87-183 as amended March 16, 2010 by By-law 2010-25)	Female Dog	Per Dog Rate	\$ 25.00
	Female Dog - Spayed	Per Dog Rate	\$ 15.00
	Kennel License		\$ 75.00
	Male Dog	Per Dog Rate	\$ 25.00
	Male Dog - Neutered	Per Dog Rate	\$ 15.00
	Replacement Fee - Dog Tag	Per Dog Tag	\$ 0.25
	Senior (dog owner 65 or over)	Per Dog Rate	\$ 20.00
	Service Dog (Guide for the disabled; Police Force)	No Charge	\$ -
LOTTERY LICENSING (Provincially Regulated Fees)	Bazaar Gaming Events	Percentage of Prizes	3%
	Bingo	Percentage of Prizes	3%
	Break Open Tickets	Percentage of Prizes	3%
	Media Bingo	Percentage of Prizes	3%
	Raffle	Percentage of Prizes	3%
	Wheel of Fortune (Bazaar Event)	Rate Per Wheel	\$ 10.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**PURSUANT TO:  
SCHEDULE "C" to By-law 2009 - 68**

**DEPARTMENT: CEMETERY  
UPDATED: June 16, 2009**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
<b>PLOTS - (Not Subject to Annual Fee Increase)</b>		
Columbarium Niches - 1 or 2 urns (Mickle Cemetery)	Interment Rights (Row A top)	\$ 1,445.00
	Care & Maintenance (Row A top)	\$ 255.00
	Interment Rights (Row B)	\$ 1,360.00
	Care & Maintenance (Row B)	\$ 240.00
	Interment Rights (Row C)	\$ 1,275.00
	Care & Maintenance (Row C)	\$ 225.00
	Interment Rights (Row D bottom)	\$ 1,190.00
	Care & Maintenance (Row D bottom)	\$ 210.00
Cremation & Infant Plots (Mickle, Bethel & Symington Cemeteries)	Interment Rights	\$ 205.00
	Care & Maintenance	\$ 150.00
Legion Plots (Mickle Cemetery)	Interment Rights	\$ 260.00
	Care & Maintenance	\$ 180.00
Single Plots (All Cemeteries except Barkway Pioneer & Lewisham)	Interment Rights	\$ 360.00
	Care & Maintenance	\$ 240.00
<b>INTERMENT - (Not Subject to Annual Fee Increase)</b>		
Adult Interment	Non-Winter	\$ 440.00
	Winter	\$ 1,100.00
Child Interment (3 to Age 12)	Non-Winter	\$ 200.00
	Winter	\$ 1,000.00
Cremated Remains and Infants to age 3	Non-Winter	\$ 165.00
	Winter	\$ 820.00

**GST/HST WILL BE APPLIED TO ALL CEMETERY FEES IN ACCORDANCE WITH LEGISLATION**

**PURSUANT TO:  
SCHEDULE "C" to By-law 2009 - 68**

**DEPARTMENT: CEMETERY  
UPDATED: June 16, 2009**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Scattering of Cremated Remains (Lakeview Only)		\$ 40.00
Setting and Purchase of Corner Markers (Optional)	Setting	\$ 45.00
	Total Purchase Price	\$ 130.00
<b>EXTRA CHARGES - (Not Subject to Annual Fee Increase)</b>		
Disinterment	Inground Burials	\$ 650.00
	Inground Cremations	\$ 200.00
Memorial Tree Plaque	Purchase and install	\$ 70.00
Monument Cleaning		\$ 50.00
Search of Records	For family histories	\$ 20.00
Transfer Fee	For all services and documents in connection with transfer of ownership of lot and new rights certificate issued or if there needs to be a re-issue.	\$ 25.00
Tree and Shrub installation or removal		\$ 30.00
Overtime	For after 3:45 P.M. or weekends and/or statutory holidays	\$ 160.00
Use of Chapel and Vault		\$ 125.00
<b>MONUMENT CARE &amp; MAINTENANCE FUND - (Not Subject to Annual Fee Increase)</b>		
Flat Marker	173 sq. inch or more	\$ 50.00
	Under 173 sq. inch	\$ -
Upright Marker	4 foot long by 4 foot wide or less	\$ 100.00
Upright Marker	Greater than 4 foot long by 4 foot wide	\$ 200.00

**GST/HST WILL BE APPLIED TO ALL CEMETERY FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE		FEE
<b>ARENA</b>			
Sports Rate	Ball Hockey etc.	RATE PER HOUR	\$ 39.20
Arena Floor		RATE PER HOUR	\$ 78.40
Set-up and Clean-up	Set-up and Clean-up in addition to hourly rental rates (per man hour to the next half hour by Town Staff).	RATE PER HOUR	\$ 27.20
Advertising Boards	4'X8' wall mounted East and South Wall.	ANNUAL FEE	\$ 251.90
	4'X8' wall mounted West Wall.	ANNUAL FEE	\$ 112.10
	4'X8' dasher mounted East and South Wall.	ANNUAL FEE	\$ 392.00
Arena Gondola Advertising	Advertising on Arena Gondola (above timekeeper's box) -- 3 sides of exposure.	ANNUAL FEE	\$ 1,680.00
Arena Ice Advertising	In ice advertising -- Centre Ice	ANNUAL FEE	\$ 1,120.10
	In ice advertising -- four (4) separate locations in front of the spectator stands (neutral zone).	ANNUAL FEE	\$ 560.00
Arena Scoreclock Panel Advertising	Advertising on a lit panel on the Arena Scoreclock (Two panels).	ANNUAL FEE	\$ 1,120.10
Olympia Ice Resurfacer Advertising	Three (3) locations of the machine .	ANNUAL FEE	\$ 1,680.00
Ice Rental Rates	Prime-time (4:00 p.m. to 12:00 a.m. Monday to Friday, Weekends -- all day).	RATE PER HOUR	\$ 111.50
	Non-Prime Ice (8.00 a.m. to 4.00 p.m. Monday to Friday).	RATE PER HOUR	\$ 50.40
Summer Ice	June to August	RATE PER HOUR	\$ 131.00
Summer Block Ice Rentals	Bookings for a minimum 25 hours in a one week period (i.e. Hockey Schools) receive a 10% discount.	RATE PER HOUR	\$ 117.90
Gravenhurst Minor Hockey Association and Gravenhurst Figure Skating Club		RATE PER HOUR	\$ 87.00
Non-Resident Minor Groups	Out of town minor rentals for minor leagues, clubs, etc.	RATE PER HOUR	\$ 95.70
<b>ARENA PROGRAM ADMISSION</b>			
Public Skating General Admission	Child / visit		\$ 2.30

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011.**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
	Student / visit		\$ 2.30
	Senior / visit		\$ 3.30
	Adult / visit		\$ 4.30
	Family / visit		\$ 9.80
Public Skating 10 Ticket Pass	Child / pass		\$ 17.90
	Student / pass		\$ 17.90
Public Skating Membership (Sept to Mar)	Child / pass		\$ 40.20
	Senior / pass		\$ 51.10
	Adult / pass		\$ 62.00
	Family / pass		\$ 108.80
Shinny Hockey Programs	Adult / visit		\$ 5.50
Shinny Hockey Membership (Sept to Mar)	Adult / season (twice per week)		\$ 65.20
Youth Shinny Hockey	Per visit		\$ 4.30
<b>BALL DIAMONDS</b>			
All Ball Diamonds	Minor Groups	RATE PER HOUR	\$ 4.40
	Adult Groups	RATE PER HOUR	\$ 6.70
<b>CARNEGIE ARTS CENTRE</b>			
Municipal Use	Includes Public Meeting; Volunteer Recognition; Employee Seminar; Recreation Programs.	RATE PER HOUR - If organizing group sets up and takes down	\$ 11.20
	Obtaining tables, chairs, etc. which are not located at the Arts Centre is the responsibility of the rental group as well as any rental and transportation charges for the same.	RATE PER HOUR - Additional fee if set up and take down services required.	\$ 18.70
Hourly Rate	Pick up of Key during normal business hours is done at the Centennial Centre. Fee includes tables and chairs already located in the building.	RATE PER HOUR - Organizing group sets up and takes down	\$ 22.40
		RATE PER HALF DAY - Organizing group sets up and takes down	\$ 56.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE	
		RATE PER FULL DAY - Organizing group sets up and takes down	\$ 84.00
		FRIDAY through SUNDAY Package	\$ 196.00
		SATURDAY through SUNDAY Package	\$ 168.10
	Obtaining tables, chairs, etc. which are not located at the Arts Centre is the responsibility of the rental group as well as any rental and transportation charges for the same.	RATE PER HOUR - Additional fee if Set up and Take Down Services Required	\$ 18.70
Rental Deposit	Due upon signing Rental Permit to confirm booking.	PERCENTAGE OF TOTAL RENTAL FEE	50%
Damage Charge	In addition to rental rate & service charges, a damage charge is levied if there is damage to the building or equipment caused during the event by the renter of the facility or their guests or if a substantial mess is left in the washroom, dressing room, or stage area.	Actual repair costs plus an administration fee based on percentage of repair costs	10%
		RATE PER HOUR for clean up by Town employees OR Actual contracted costs plus an administration fee based on percentage of contracted costs	\$ 27.20
Long Term Rental Agreements	Require consideration of the existing municipal lease agreement policy.		See Policy AGR-Leases (March 19, 2002 Rec. "N")
<b>CENTENNIAL CENTRE - TERRY FOX AUDITORIUM</b>			
Community Services Department Use	For Recreation Programs, department functions, etc.		No fee.
Full Hall Hourly Rental	No kitchen use.	RATE PER HOUR	\$ 35.80
	Includes Kitchen Use.	RATE PER HOUR	\$ 47.00
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	
½ Hall Hourly Rental	No kitchen use.	RATE PER HOUR	\$ 22.40
	Includes Kitchen Use.	RATE PER HOUR	\$ 28.00
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Special Events Flat Rates	Complete use of Facility 8:00 a.m. to 1:00 a.m.	FLAT RATE	\$ 537.70
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	
Fire Department Use	No charge for sanctioned Town of Gravenhurst Fire Department functions.	Set up and take down costs only	
Full Hall Tournament Rate & Hockey School/Curling Banquets (not for skill development, training, clinics, seminars or educational purposes)	Friday (4:00 p.m. to 1:00 a.m.)	FLAT RATE	\$ 268.80
	Saturday (8:00 a.m. to 1:00 a.m.)	FLAT RATE	\$ 403.20
	Sunday (8:00 a.m. to 1:00 a.m.)	FLAT RATE	\$ 358.30
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	
Summer Hockey Schools	Use of auditorium for the purpose of skill development and/or educational purposes.		No fee.
Kitchen Usage Only	Full day rental (8:00 am to 6:00 p.m.)	FLAT RATE	\$ 112.10
Rental Deposit	Due upon signing Rental Permit to confirm booking.	PERCENTAGE OF TOTAL RENTAL FEE	50%
Special Event/Tournament Damage/Sundry Deposit	Refunded following the event if no damage occurs or to cover the cost of sundry items (e.g. pop, ice, cups, etc.).	FLAT RATE - CERTIFIED CHEQUE OR MONEY ORDER ONLY	\$ 217.50
<b>CENTENNIAL CENTRE - EQUIPMENT RENTALS</b>			
Stacking Chairs		PER ITEM PER DAY FEE	\$ 1.13
Folding Chairs		PER ITEM PER DAY FEE	\$ 1.13
Tables	All sizes.	PER ITEM PER DAY FEE	\$ 7.20
Coffee Urn	All sizes.	PER ITEM PER DAY FEE	\$ 11.20
Flatware		PER ITEM PER DAY FEE (per 12 piece setting)	\$ 5.70
Plates		PER DOZEN PER DAY FEE	\$ 5.70
Cups and Saucers		PER DOZEN PER DAY FEE	\$ 5.70
Soup Bowls		PER DOZEN PER DAY FEE	\$ 5.70
Easel		PER ITEM PER DAY FEE	\$ 11.20

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Cookware		PER ITEM PER DAY FEE	\$ 6.70
Liquor Dispenser		PER ITEM PER DAY FEE	\$ 13.50
<b>FRANKLIN PARK DOCK - (Not Subject to Annual Fee Increase)</b>			
Clamping Fee	Fee to have vessel clamped due to violation of Dock Control By-law 09-73.	INITIAL FEE	\$ 200.00
<b>PARKS</b>			
Flat Rental Fee	Reserving space within parks and trails, additional garbage cans, picnic tables, garbage pick-up and disposal.	FLAT RATE FEE	\$ 56.00
Special Events where admittance to the park is restricted (fencing, gates, ticket admission, etc.)	Full Park	FLAT RATE FEE (Full Day)	\$ 336.00
	½ day is defined as an event, which takes place in the morning hours only (e.g. 8:00 a.m. to 11:59 a.m.) or in the afternoon hours only (e.g. 12:00 p.m. to 11:59 p.m.).	FLAT RATE FEE (1/2 Day)	\$ 168.10
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	
	For locations where keys are required a mandatory key deposit is applicable.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 54.40
	Washroom attendant fee applies to all Special Events in this category.	1/2 DAY RATE	\$ 72.80
FULL DAY RATE		\$ 145.50	
Special Events where restrictions to enter the park are not imposed (no ticket sales, no gates, no fencing) e.g. Canada Day, Bass Masters, etc.	Full park rental for special events.	RATE PER DAY (No half day rates apply)	\$ 112.10
	SOCAN fees if applicable as set out by legislation.	LEGISLATED FEE	
	For locations where keys are required a mandatory key deposit is applicable.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 54.40
	Washroom attendant fee is applied at the discretion of the Coordinator of Recreation, Community Services and Centennial Centre Operations.	1/2 DAY RATE	\$ 72.80
		FULL DAY RATE	\$ 145.50

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Noise Exemption	Upon execution of Permit by renter and Manager of Recreation, Community Services and Centennial Centre Operations an automatic Noise Exemption applies. Noise deposit is mandatory for all Park events, paid in advance, forfeited as a result of breach of rental terms.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 140.10
Fire Department Use	No charge for sanctioned Town of Gravenhurst Fire Department functions.	Set up and take down costs only	
<b>YOUTH CENTRE</b>			
Municipal Use	Includes Public Meeting; Volunteer Recognition; Employee Seminar; Recreation Programs.	RATE PER HOUR - If organizing group sets up and takes down	\$ 11.20
	Obtaining tables, chairs, etc. which are not located at the Youth Centre is the responsibility of the rental group as well as any rental and transportation charges for the same.	RATE PER HOUR - Additional fee if set up and take down services required.	\$ 18.70
Hourly Rate	Pick up of Key during normal business hours is done at the Centennial Centre. Fee includes tables and chairs already located in the building.	RATE PER HOUR - Organizing group sets up and takes down	\$ 22.40
		RATE PER HALF DAY - Organizing group sets up and takes down	\$ 56.00
		RATE PER FULL DAY - Organizing group sets up and takes down	\$ 84.00
		FRIDAY through SUNDAY Package	\$ 196.00
		SATURDAY through SUNDAY Package	\$ 168.10
		Obtaining tables, chairs, etc. which are not located at the Arts Centre is the responsibility of the rental group as well as any rental and transportation charges for the same.	RATE PER HOUR - Additional fee if Set up and Take Down Services Required
Rental Deposit	Due upon signing Rental Permit to confirm booking.	PERCENTAGE OF TOTAL RENTAL FEE	50%

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: COMMUNITY SERVICES  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE	
Damage Charge	In addition to rental rate & service charges, a damage charge is levied if there is damage to the building or equipment caused during the event by the renter of the facility or their guests or if a substantial mess is left in the washroom, dressing room, or stage area.	Actual repair costs plus an administration fee based on percentage of repair costs.	10%
		RATE PER HOUR for clean up by Town employees OR	\$ 27.20
		Actual contracted costs plus an administration fee based on percentage of contracted costs.	10%
Long Term Rental Agreements	Require consideration of the existing municipal lease agreement policy.		See Policy AGR-Leases (March 19, 2002 Rec. "N")

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: GENERAL ADMINISTRATION  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Agendas – All (excludes Com. of Adjustment)	Photocopying & Mailing of all agendas excluding C-O-A)	\$ 412.00
Agendas - Committee of Adjustment	Photocopying & Mailing of C-O-A Agendas	\$ 135.90
Agendas - Regular & Planning Council	Photocopying & Mailing of Regular Council and Planning Council	\$ 238.80
Burial Permits	For all Burial Permits issued in Gravenhurst with the Exception of Stillborns or Children Under the Age of Two (2) Years.	\$ 10.30
Civil Marriage Solemnization	Fee to be paid by cash or interac at the Pre-Ceremony Meeting	\$ 271.90
	" Ceremony cancelled more than fourteen (14) days prior to marriage ceremony.	No penalty - full refund of fee
	" Ceremony cancelled more than seven (7) but less than fourteen (14) days prior to marriage ceremony an administration fee applies.	\$ 27.20
	" Ceremony cancelled less than seven (7) days prior to marriage ceremony.	No Refund Issued
Civil Marriage Solemnization - Additional Meeting Fee	Above noted Civil Marriage Solemnization fee includes one (1) pre-ceremony meeting between applicants and Wedding commissioner plus the ceremony.	\$ 51.50
	If the Wedding commissioner is requested to attend any additional meetings or a Rehearsal Ceremony, this fee will be charged to the Applicants.	

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: GENERAL ADMINISTRATION**

**UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Commissioning of Non-Municipal Documents	Non-municipal documents commissioned include: motor vehicle transfers; travel letters; and pension documents.	\$ 11.40
Fax Transmissions (Public Use of Town Fax Machine)	First Page	\$ 5.50
	Each Additional Page plus any additional charges.	\$ 1.00
Firing Range - Municipal Letter of Support	Municipal letter requesting support for private firing range. Property has to be reviewed in regards to zoning and comments received. Site must be visited by staff and photographs taken. A report, resolution and a recommendation to committee written by staff. A letter from the municipality mailed to the applicant advising of the results.	\$ 280.00
FOI Requests	As provided for under the Municipal Freedom of Information and Protection to Privacy Act.	Fees outlined in the legislation
Liquor License "no objection" Letter	Establishments requesting a municipal letter advising that the municipality has no objection to the extension of a liquor license or new establishments requesting completion of form/letter to be submitted with application.	\$ 11.40

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: GENERAL ADMINISTRATION**

**UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Lottery License Amendment / Extension & Fax Charge	Organizations obtaining lottery licenses from the municipality occasionally have the need to request an extension to a Break Open License. Any licenses faxed on behalf of the organizations to suppliers etc. must pay this fee.	\$ 11.40
Lottery License – Letter of Support for Provincial Lottery License	Organizations obtaining lottery licenses from the Province occasionally request permission to sell in a local municipality and require a letter for the same.	\$ 11.40
Marriage Licenses	Issuance of a marriage license in accordance with Provincial requirements.	\$ 132.70
Noise Exemption Request	Requests for Exemptions to the Noise Control By-law require advertising in the local paper for two consecutive weeks to provide for public input. Staff time is required to receive comments and prepare report for Committee	\$ 140.10
Photocopies	Charge for public use of photocopier. PER PAGE RATE	\$ 0.62
Research Fee	Other than Freedom of Information Requests - RATE IS PER 15 MINUTES SEARCH TIME OR RESPONSE PREPARATION	\$ 9.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: FIRE  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Burning Control By-law	When the Fire Department is sent as a result of someone not extinguishing a fire contrary to the Burning Control By-law.	\$ 282.70
Duty Officer Call	Response by a Duty Officer to an occurrence.	\$ 108.80
Emergency Auto Extrication	Response by Fire Department to auto fires, and to provide extrication ( except on Queens Highway).	\$ 282.70
Fire Report	Requests for information from Insurance companies and/or the public in respect to Fire Department reports.	\$ 59.80
Inspections requested by property owner or tenant	Inspection of premises, yard or building. (Ex. Chip Wagon)	\$ 112.10
Materials and Services	Materials or supplies consumed or equipment/ apparatus damages sustained or other expenses incurred at an incident.	Cost recovery
Occurrence Call – First Hour	Response by Fire Department to an occurrence for the first hour of attendance (per truck).	\$ 326.20
Occurrence Call – After First Hour	Response by Fire Department to an occurrence after the first hour of attendance. AFTER FIRST HOUR OF ATTENDANCE PER TRUCK PER HALF HOUR.	\$ 130.50
Request for clearance letter		\$ 112.10

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: MUSKOKA WHARF  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
<b>CENTRAL SQUARE</b>			
Special Events Rental	Rental of Central Square including Feature Gazebo for Event. For use by Special Events or Community Groups.	RATE PER DAY	\$ 224.00
		RATE PER HALF DAY (up to 6 hours)	\$ 112.10
		RATE PER HOUR	\$ 37.20
<b>EVENT SIGNAGE</b>			
Signage Rental	Monthly rental of Special Event Sign located at the entrance to the Muskoka Wharf Event Area. Available to Special Event Permit Holders. Renter responsible for all costs associated with creation of sign blade.	Single Blade - Rate per Month	\$ 54.40
		Double Blade - Rate per Month	\$ 81.60
<b>LIONS PAVILION</b>			
Pavilion Rental	Use of Lions Pavilion including kitchen. Permit holders shall not be permitted to restrict access to public washrooms and drinking fountain.	RATE PER DAY	\$ 336.00
		RATE PER HALF DAY (up to 6 hours)	\$ 168.00
		RATE PER HOUR	\$ 37.20
<b>MULTI-USE COURT</b>			
Youth Groups	Sports use only.	RATE PER HOUR	\$ 5.50
Adult Groups	Sports Use & Non-Sports Use	RATE PER HOUR	\$ 7.60
		RATE PER DAY	\$ 106.10
	Non-Sports Use ONLY	RATE PER HALF DAY (up to 6 hours)	\$ 53.00
<b>MUSKOKA WHARF - MARINA</b>			
Pump Out of Holding Tanks	For marine use only.	PER PUMP OUT	\$ 21.70
<b>SPECIAL EVENTS FIELD</b>			
Full Rental	Full facility rental for special events, including Servery in Sports Pavilion.	RATE PER DAY	\$ 840.10

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: MUSKOKA WHARF  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE	
	Multi-Use Court and Soccer Pitch. Permit holders shall not be permitted to restrict access to public washrooms.	RATE PER HALF DAY (up to 6 hours)	\$ 420.00
		RATE PER HOUR	\$ 79.60
Servery in Sports Pavilion	Use of Servery only in Sports Pavilion.	RATE PER DAY	\$ 56.00
		RATE PER HALF DAY (up to 6 hours)	\$ 28.00
		RATE PER HOUR	\$ 6.40
Set-up/Take-down	Reserving space for set-up and take down.	RATE PER DAY	\$ 224.00
		RATE PER HALF DAY (up to 6 hours)	\$ 112.10
<b>MUSKOKA WHARF DOCKS</b>			
Docks for Special Event	Reserving docks within Muskoka Wharf in conjunction with permit issued for a Special Event. Prohibits public from using the docks during a Special Event.  At no time will an event reserve all of the public docking, i.e. one dock will be available for public use during Special Event.	Dock A: NE-closest to Segwun Dock RATE PER DAY	\$ 112.10
		Dock B: NE-closes to Sunset Grill. RATE PER DAY	\$ 112.10
		Dock C: Centre-front of Boston Pizza. RATE PER DAY	\$ 84.00
		Dock D: NW-closest to Heritage Centre. RATE PER DAY	\$ 56.00
<b>MUSKOKA WHARF COMMERCIAL BOAT LAUNCH RAMP</b>			
Commercial Barge Operators	Monthly Rental	RATE PER MONTH	\$ 217.50
	Yearly Rental	ANNUAL RATE	\$ 543.70
<b>MUSKOKA WHARF ENTIRE SITE</b>			
Special Events Rental	Entire site rental for Special Event, including Central Square, Feature Gazebo, Multi-Use Court, Lions Pavilion (including kitchen), Soccer Pitch, Sports Pavilion (including Servery).	RATE PER DAY	\$ 1,120.10
		RATE PER HALF DAY (up to 6 hours)	\$ 560.00
		RATE PER HOUR	\$ 95.50
Set-up/Take-down	Reserving space for set-up and take down.	RATE PER DAY	\$ 336.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: MUSKOKA WHARF  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE	
		RATE PER HALF DAY (up to 6 hours)	\$ 168.00
<b>SOCCER FIELD</b>			
Minor Groups	Rental for sports use only.	RATE PER HOUR	\$ 5.50
Adult Groups	Rental for sports use only.	RATE PER HOUR	\$ 7.60
<b>MUSKOKA WHARF BOAT SLIP</b>			
Annual Boat Slip Lease	One-season Lease Term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	MAY 15 TO OCTOBER 31	\$ 1,957.40
Annual Boat Slip Lease Surcharge	Surcharge for larger boat slip per one-season lease term.	PER FOOT RATE	\$ 108.80
5 Year Boat Slip Lease	Five-season lease term based on 22' foot boat slip and one motor vehicle parking space (not assigned).	MAY 15 TO OCTOBER 31 FOR FIVE YEARS	\$ 8,971.40
5 Year Boat Slip Lease Surcharge	Surcharge for larger boat slip per five-season lease term.	PER FOOT RATE PER YEAR	\$ 97.90
10 Year Boat Slip Lease	Ten-season lease term based on 22' foot boat slip and one motor vehicle parking space (not assigned).	MAY 15 TO OCTOBER 31 FOR TEN YEARS	\$ 16,311.40
10 Year Boat Slip Lease Surcharge	Surcharge for larger boat slip per ten season lease term.	PER FOOT RATE PER YEAR	\$ 87.00
Deposit Fee	Lease deposit is due upon signing the Lease Agreement.	PERCENTAGE OF TOTAL RENTAL FEE	50%
<b>MUSKOKA WHARF BOAT SLIP (Dock "D") RENTAL FEES - (Not Subject to Annual Fee Increase)</b>			
Clamping Fee	Fee to have vessel clamped due to violation of Dock Control By-law 09-73.	INITIAL FEE	\$ 200.00
		DAILY FEE	\$ 35.00
Vessel Slip Rental	Fee to rent dock slip.	RATE PER DAY	\$ 35.00
		RATE PER WEEK (6 nights)	\$ 175.00
<b>MUSKOKA WHARF DEPOSIT FEES - (Not Subject to Annual Fee Increase)</b>			

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: MUSKOKA WHARF  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Damage Deposit	Schedule "A" Events	2500 or more people per day (fee maximum based on event type)	\$ 5,000.00
	Schedule "B" Events	750-2499 people per day (fee maximum based on event type)	\$ 2,000.00
	Schedule "C" Events	Up to 749 people per day (fee maximum based on event type)	\$ 500.00
Noise Deposit	Noise deposit mandatory, paid in advance, forfeited as a result of breach of rental terms.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 136.00
Socan Fees	SOCAN fees apply if applicable as set out by legislation.	LEGISLATED FEE	
Key Deposit	For locations where keys are required a mandatory key deposit is applicable.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 50.00
Rental Deposit	Due upon signing Rental Permit to confirm booking. Rate based on a percentage of total rental fees.	PERCENTAGE OF TOTAL RENTAL FEE	50%

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: OPERA HOUSE  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
<b>THEATRE RENTAL</b>			
Community Meeting	Includes: Chamber of Commerce Board Meetings; Chamber After Hours Business Mtgs.; Chamber of Commerce organized Job Fairs; and B.I.A. Board Meetings.	RATE PER HOUR OR Non-Profit Full Day Rate	\$ 62.00
Fire Department Use	No charge for sanctioned Town of Gravenhurst Fire Department functions.	Set up and take down costs only	
Municipal Use	Includes Public Meeting; Volunteer Recognition; Employee Seminar; Recreation Programs.	RATE PER HOUR (if organizing group sets up and takes down)	\$ 10.90
Non-Profit or Community Group	Use of theatre for a period of 8 hours (includes only theatre rental & public washroom clean-up).		\$ 473.10
Private or Commercial	Use of theatre for a period of 8 hours (services included in fee: open & lock-up; dressing room clean-up; normal washroom clean-up; attendance by a staff person).		\$ 701.30
<b>TRILLIUM COURT RENTAL</b>			
Community Meeting	Includes: Chamber of Commerce Board Meetings; Chamber After Hours Business Mtgs.; Chamber of Commerce organized Job Fairs; and B.I.A. Board Meetings.	RATE PER HOUR OR Non-Profit Full Day Rate	\$ 62.00
Fire Department Use	No charge for sanctioned Town of Gravenhurst Fire Department functions.	Set up and take down costs only	
Municipal Use	Includes Public Meeting; Volunteer Recognition; Employee Seminar; Recreation Programs.	RATE PER HOUR (if organizing group sets up and takes down)	\$ 10.90

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: OPERA HOUSE  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Non-Profit or Community Group	Includes rental only - regular users to provide a fully trained volunteer trained in procedures for open & lock-up; emergency procedures; building system monitoring; and general clean up.		\$ 206.60
Private or Commercial	Includes the following services: open & lock up; attendance by a staff person; normal washroom clean up; use of a coffee urn and liquor dispenser.		\$ 527.40
<b>RENTAL PACKAGES</b>			
Non-Profit or Community Group	Complete facility use, inclusion in print advertising, all technical and support services and charges.	RATE PER DAY	\$ 1,739.90
Private or Commercial	Complete facility use, inclusion in print advertising, all technical and support services and charges.	RATE PER DAY	\$ 2,327.10
<b>SERVICE CHARGES</b>			
Box Office	Added to the price of each ticket sold for all shows at the Gravenhurst Opera House to recuperate merchant fees (i.e., credit/debit card, internet banking), software provider charges, and other miscellaneous Box Office costs.	RATE PER TICKET	\$ 5.00
Damage Charge	In addition to rental rate & service charges, a damage charge is levied if there is damage to the building or equipment caused during the event by the renter of the facility or their guests or if a substantial mess is left in the washroom, dressing room, or stage area.	Actual repair costs plus an administration fee based on percentage of repair costs	10%
		RATE PER HOUR for clean up by Town employees OR	\$ 27.20
		Actual contracted costs plus an administration fee based on percentage of contracted costs	10%

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: OPERA HOUSE  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>	
Load in/out staff	Town provides required number of staff persons to assist with loading in and out of equipment.	RATE PER HOUR PER STAFF PERSON	\$ 32.70
Piano Tuning	Mandatory Town Contractor	ACTUAL COST (approx. \$100)	
Piano Use	Use of Steinway Grand	RATE PER PERFORMANCE	\$ 217.50
Rehearsal Fee	Includes the Theatre for a four hour period for rehearsal only. The building will not be open to the public. Required staffing for the building will be charged separately at regular rates.		\$ 135.90
Rental Deposit	Due upon signing Rental Permit to confirm booking.	PERCENTAGE OF TOTAL RENTAL FEES	50%
Restocking Fee	Includes restocking cooler in Trillium Court for groups who choose to operate under their own liquor license.		\$ 54.40
Small Meeting Charge	Includes use of Trillium Court, for meetings and/or presentations during regular hours of operation for groups of up to 20 people.	RATE PER HOUR	\$ 65.20
Sound & Lighting	Town provides a trained technician.	RATE PER HOUR	\$ 43.50
Wedding Ceremony Charge	Includes the use of the theatre for up to three hours for wedding ceremonies. (Technicians for lighting charged separately).	Up to 3 hours of use	\$ 217.50

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Condominium / Subdivision Agreements	An agreement between the Town and a landowner / developer intended to fulfill a condition of Draft Condo or Subdivision Approval. DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE.	\$ 1,739.90
Condominium / Subdivision Draft Approval Extension Requests	Fee charged for the Town's comments on a request to the District for an extension to Draft Condominium or Subdivision Approvals.	\$ 576.40
Consent Agreements	An agreement between the Town and a landowner intended to fulfill a condition of consent (severance).	\$ 288.10
Consent Applications	An application to divide (sever) property.	\$ 810.10
Consent Application: After Initial Application, Per Additional Grantee	Applicable fee for the granting of additional Rights-of-Way across the same Right-of-Way on one property.	\$ 174.00
Copy - Zoning By-law	A copy of the Zoning By-law (Rate per Each: Text & Schedules)	\$ 115.40
Copy - Zoning By-law Annual Subscription Service	A copy of Zoning By-law (initial year)	\$ 115.40
	Regular Updates - Rate per annum	\$ 54.40
Copy - Official Plan	A copy of the approved Gravenhurst OP.	
	Text:	\$ 114.10
	Maps:	\$ 168.60
Deeming By-law (as a lone applicant with a distinct application)	An application to deem a property not to be subject to subdivision control.	\$ 462.20
Deeming By-law (as a lone applicant with another concurrent application type)	As above.	\$ 375.10
Deeming By-law (as a group applicant of five or more)	As above.	\$ 810.10

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Deeming By-law (as a group applicant of less than five)	As Above	
	Per Applicant fee:	\$ 347.90
	Maximum Fee for the Group	\$ 761.20
Digital Reference Plans for Plans of Condominium & Subdivisions & Consents	Fee to offset the cost of maintaining the Town's digital map base. RATE IS PER NEW LOT CREATED.	\$ 38.10
License of Occupation Application	An application seeking the approval of the Town to use a portion of municipally owned lands through a license.	
	Individual Application Fee	\$ 576.40
	Group Application Fee per each additional application (Individual application fee still applies)	\$ 282.70
	License Fee 10 years - Structural Encroachments	\$ 1,120.10
	License Fee 10 years - Driveway Encroachments	\$ 1.00
Licenses of Occupation Renewal - Application Fee	Same Owner and no conditions changed from previous License of Occupation.	\$ 115.40
License of Occupation Temporary - Application Fee	As above, however, only used prior to the completion of an application for road allowance or shore road allowance closure. Fee includes mapping, correspondence, drafting license and notice to internal departments.	\$ 233.80
Minor Variance Application	An application to vary the regulations of a particular zone applicable to the R-1 and R-2 zones and existing single detached dwellings in any other zone (applicable to low and medium density proposals only.)	\$ 576.40

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Minor Variance Application	An application, submitted in conjunction with a consent application, to vary the regulations of a particular zone applicable to the R-1 and R-2 zones and existing single detached dwellings in any other zone (applicable to low and medium density proposals only.)	\$ 1,223.30
Minor Variance Application	An application to vary the regulations of a particular zone applicable to the business, commercial, industrial, institutional and high-density residential zones.	\$ 750.40
Minor Variance Application	An application, submitted in conjunction with a consent application, to vary the regulations of a particular zone applicable to the business, commercial, industrial, institutional and high-density residential zones.	\$ 1,397.30
Official Plan Amendment Application "MAJOR"	An application to change Gravenhurst Official Plan policy or redesignate lands for large development proposals (more than one lot or for major policy changes). DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE (I.e. legal fees, peer review fees etc.)	\$ 1,152.70
Official Plan Amendment Application "MINOR"	An application to change Gravenhurst Official Plan policy or redesignate lands for large development proposals (only one lot only or for minor policy changes). DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE (i.e. legal fees, peer review fees etc.)	\$ 690.50
Original Shore Road Allowance Closure Applications	An application to close a portion of an unopened Original Shore Road Allowance.	\$ 576.40

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
	Solicitor's fee, Solicitor's disbursements, and survey costs are in addition to the application fee.	Actual cost
	Rate per foot of shoreline is in addition to the above referenced application fee and noted disbursements. RATE IS PER RUNNING FOOT OF SHORELINE.	\$ 46.20
Part Lot Control By-laws	An application to divide a property that is subject to subdivision control.	\$ 810.10
Peer Review for Official Plan Amendment	Cost recovery.	Cost Recovery
	Deposit to be paid up front.	\$ 2,174.80
Public Notice Re-circulation	Re-Circulation only	\$ 233.80
Refund of Application Fee	If only file has been opened – (25% processed). Disbursements incurred must be paid in addition to the fee.	\$ 59.80
	If processed up to circulation of App. Or 50% of application processed. Disbursements incurred must be paid in addition to the fee.	\$ 115.40
	If circulation completed or 75% of application processed.	No Refund
Site Plan Approval (Commercial/Industrial/Institutional/Multi-Residential Uses)	An application to seek approval for a proposed development and related site works.	\$ 810.10
Site Plan Approval (Commercial)	Circulation and public meeting fee for proposed telecommunication towers.	\$ 233.80
Site Plan Approval (Single Detached Dwellings)	An application to seek approval for a proposed development and related site works.	\$ 608.90
Site Plan Agreement Amendment (Commercial/Industrial/Institutional/Multi-Residential Uses)	An application to amend an existing Site Plan Agreement.	\$ 516.50

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Site Plan Agreement Amendment- Residential (Single Detached Dwellings)	As above.	\$ 424.20
Surplus Lands - Application Fee		\$ 576.40
Unopened Road Allowance Closure Applications	An application to close a portion of an unopened Road Allowance.	\$ 576.40
	Solicitor's fee, Solicitor's disbursements, appraisal costs, and survey costs are in addition to the application fee.	Actual Cost
	Rate per square metre of property conveyed is in addition to the above referenced application fee and noted disbursements. RATE IS PER SQUARE METRE.	\$ 7.40
Zoning Amendment Application	An application to change a zone or the regulations applicable to the zones of zoning By-law for low and medium density residential proposals.	\$ 750.40
Zoning Amendment Application	An application, submitted in conjunction with a consent application, to change a zone or the regulations applicable to the zones of zoning By-law for low and medium density residential proposals.	\$ 1,397.30
	<b>** This fee is applicable only to concurrent applications dealt with by a Committee of Adjustment.</b>	
Zoning Amendment Application	An application to change a zone or the regulations applicable to the zones of zoning By-law for business, commercial, industrial and high density residential proposals.	\$ 1,087.50

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: PLANNING  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Zoning Amendment Application	An application, submitted in conjunction with a consent application, to change a zone or the regulations applicable to the zones of zoning By-law for business, commercial, industrial and high density residential proposals.	\$ 1,734.40
	<b>** This fee is applicable only to concurrent applications dealt with by a Committee of Adjustment.</b>	
Zoning Amendment - "Holding" Symbol Removal	An application to remove the "Holding" symbol from the zone applicable to a property.	\$ 288.10
Zoning Compliance Letters	A letter commenting on OP, zoning, and building permit related issues.	\$ 115.40
Zoning Compliance Letters (Immediate Response)	As above, except response is required within a time period equivalent to one business day.	\$ 233.80
Zoning Compliance Letters (Secondary Response)	Same as a Zoning Compliance Letter, except a second response was required to answer a second set of questions related to the initial request.	\$ 59.80
Zoning Confirmations - Assessment Appeal (Building Permit Availability Letters)	OP and Zoning confirmation only.	\$ 59.80
Zoning Confirmations - Motor Vehicle Dealer Licensing	OP and Zoning confirmation only.	\$ 59.80
Zoning Confirmations - Real Estate Agent / Appraiser	OP and Zoning confirmation only.	\$ 59.80

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES AND SERVICE CHARGES**

**DEPARTMENT: PUBLIC WORKS**

**UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Development Standards Package	Hard copy of the Town of Gravenhurst Development Standards, Policies and Guidelines (including drawings and details electronically produced on CD)	\$ 54.40
Entrance Permits	Permit for approval of a location of an entrance onto a Town road	\$ 114.10
Roadway Occupation Application and Permit	Hydro's, District of Muskoka, Contractors - (cutting roadways) augured, bored/jacked, open cut and other. Traffic can be maintained, closed and partially closed. The Contractor is responsible for workmanship and materials placed under this approval shall be maintained and guaranteed for a period of two years from the date of completion of work or one year from completion of permanent repair, whichever is longer. Contractor is responsible for procedures, liabilities, traffic control, temporary re-instatement, permanent re-instatement, class of restoration and municipal prerogative.	\$ 114.10
Tender Documents	Charge when picking up tender documents	\$ 54.40

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: TREASURY  
UPDATED: January 1, 2011**

FEE TITLE	DESCRIPTION OF FEE	FEE
<b>A/R</b>		
Collection Letter	To prepare and mail/email a collection letter for invoices (all or part of) outstanding for greater than 90 days.	\$ 56.00
Collection Agency Fee	Cost associated with the recovery of collection agency expenses.	ACTUAL
Invoice/Bill Reprint	To prepare and mail/email an ADDITIONAL A/R invoice. The Town sends one original invoice to the customer.	\$ 27.20
Receipt Reprint	Available for all receivables except taxes. To prepare and mail/email a copy of an original receipt.	\$ 11.10
Service Charge - Interest	Interest charged monthly on all invoice amounts outstanding after the due date.	1.50%
Service Charge - Minimum Fee	Minimum Fee charged monthly per invoice, on all amounts outstanding after the due date.	\$ 2.10
Statement of Account	Fee to prepare and mail/email an ADDITIONAL statement of account. The Town sends out A/R statements on the first of every month at no additional cost to the customer.	\$ 11.10
Returned Item (Cheque or EFT)	Fee to administer a returned Item for all Town receivables.	\$ 33.80
<b>TAX</b>		
Additions to the Roll	Fee charged to other government agencies when a request in accordance with legislation has been received to add an amount to the collectors roll. OR if a request is received from another Town department to add an amount to the collectors roll in accordance with legislation, this fee is added directly to the affected property tax account.	\$ 33.80
Letter/Statement Confirming Assessment Records	Preparation of a letter or statement confirming that we have searched our assessment roll books to verify the assessed persons and or assessment amounts, for a specific period of time. This is usually required for legal or financial matters. Time to search such records will continue to be a separate charge in addition to the letter/statement.	\$ 56.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: TREASURY  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Mortgage Listing	Per Tax Account Fee: Comprise mortgage account listing and send to financial institution at each billing period. Includes administering of additions and deletions upon receipt of installment payment. A/R Invoice is mailed with mortgage listing.	\$ 4.10
Statement of Account - SUMMARY	The issuance of a statement summarizing the taxes levied and outstanding. This statement is not a statement issued by the Treasurer under section 352 of the Municipal Act, S.O. 2001, c.25	\$ 11.10
Statement of Account - DETAIL	Issued IN ADDITION TO a statement of account summary as outlined above at a PER PAGE RATE	\$ 2.30
Tax Bill Reprint	To prepare a copy of a tax bill that has already been issued.	\$ 27.20
Tax Certificates	The issuance of a tax certificate, by the Treasurer itemizing all moneys owed against a property.	\$ 58.10
Tax Certificates (Immediate Response)	This is where a tax certificate is required to be processed within one business day from request and includes the cost to fax or email the certificate. If the lawyer requests a verbal ASAP with the certificate to follow, the Immediate Response Fee applies.	\$ 115.40
<b>TAX SALE</b>		
Final Demand Letter	Treasury Department fee to determine properties 3 years or more in arrears; account analysis; send out Final Demand letters and follow-up with customers.	\$ 128.80
Farm Debt Preliminary Research Fee	Treasury Department fee to prepare unpaid Final Demand properties for Farm Debt Notice and Tax Sale; Review account status; review and copy assessment roll, tax roll, municipal connect; prepare mapping; compile all related collection notes and correspondence; correspond with Tax Sale Specialist and follow-up with customers.	\$ 180.30
Set Up Files and Prepare for Tax Registration	Fee to have Tax Sale Specialist set up file and prepare for tax registration. THIRD PARTY EXPENSE.	\$ 400.00

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: TREASURY  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Tax Registration	Prepare and register tax arrears certificate on title. Fee includes preparing and registering a cancellation certificate, if required. THIRD PARTY EXPENSE.	\$ 375.00
Cancellation Certificate	Fee to prepare and register cancellation certificate if required. (ie pre-existing Tax Arrears Certificates). THIRD PARTY EXPENSE.	\$ 175.00
Farm Debt Notices	Per Addressee: Mailing of notices under the Farm Debt Mediation Act. THIRD PARTY EXPENSE.	\$ 50.00
Bankruptcy Act Notices	Per Addressee: Mailing of notices under the Bankruptcy Act. THIRD PARTY EXPENSE.	\$ 50.00
Additional Notices	Administrative fee to send out additional Farm Debt Notices or Bankruptcy Notices, First Notices, Final Notices or any other notice required under the legislation, if required. The per letter fee still applies as well. THIRD PARTY EXPENSE.	\$ 100.00
Execution Search	Sheriff's Certificates per Name. THIRD PARTY EXPENSE.	\$ 20.00
Copies of Executions	Copies of EACH Writ of Seizure and Sale. THIRD PARTY EXPENSE.	\$ 15.00
Corporate Searches	Fee per Corporate Search. THIRD PARTY EXPENSE.	\$ 75.00
First Notices	Per Addressee: Mailing of First Notices. THIRD PARTY EXPENSE.	\$ 15.00
Final Notice Preparation	Includes updating the title search before sending of notices. THIRD PARTY EXPENSE.	\$ 175.00
Final Notice	Per Addressee: Mailing of Final Notices. THIRD PARTY EXPENSE.	\$ 15.00
Tax Sale	Fee includes preparation; file review; administration of sale by Tax Sale Specialist. THIRD PARTY EXPENSE.	\$ 700.00
Development Services Department Fee	Development Services Department fee to prepare information to be included in tender packages; mapping, zoning, building, septic, etc.	\$ 128.80
Site Visit	Development Services Department fee to site visit of property prior to sale or as may be required.	\$ 79.60

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**SCHEDULE "A" to By-law 2010 - 60  
TOWN OF GRAVENHURST FEES and SERVICE CHARGES**

**DEPARTMENT: TREASURY  
UPDATED: January 1, 2011**

<b>FEE TITLE</b>	<b>DESCRIPTION OF FEE</b>	<b>FEE</b>
Treasury Department Fee	Treasury Department fee to prepare tax/assessment information; review file; determine cancellation price; coordinate information with other departments and with Tax Sale Specialist in order to prepare tender packages and advertising.	\$ 206.00
Notices - Payment into Court	Send statement to interested parties by registered mail after payment into court has been made. THIRD PARTY EXPENSE.	\$ 20.00
Advertising	May include, but not limited to: Ontario Gazette, Local News Paper (Town Page), Town Website, OntarioTaxSales.ca etc. THIRD PARTY EXPENSE.	ACTUAL
Auctioneer's Fees	If required. THIRD PARTY EXPENSE.	ACTUAL
Extension Agreement	Treasury Department fee includes preparation of the by-law, agreement, and report to Council.	\$ 206.00
Default Notice - Extension Agreement	Per Addressee: Treasury Department fee to prepare and mail Registered Notice to interested parties regarding default in accordance with terms of the extension agreement. **Registered Mail Fee Extra**	\$ 51.50
Tender Packages	Treasury Department Fee to provide and copy tender packages including tender form and tender envelope. All of this information will be provided free of charge if downloaded from the Town website. **Postage or Courier costs are extra**	\$ 20.60

**GST/HST WILL BE APPLIED TO ALL APPLICABLE FEES IN ACCORDANCE WITH LEGISLATION**

**THE CORPORATION OF THE TOWN OF GRAVENHURST**

**BY-LAW NO. 2011- 095**

---

**Being a By-law to Amend By-Law No. 2010-60 and the  
Schedule of Departmental User Fees and Service Charges**

**WHEREAS** the Council of the Town of Gravenhurst passed By-law No. 2010-60 on May 18<sup>th</sup>, 2010 to set out departmental user fees and service charges;

**AND WHEREAS** changes to the by-law are required to implement new fees;

**AND WHEREAS** the proposed fees have been advertised in accordance with the Town's Notice Policy;

**NOW THEREFORE THE CORPORATION OF THE TOWN OF GRAVENHURST  
ENACTS AS FOLLOWS:**

1. That Schedule "C" to By-law No. 2010-60 is hereby amended by adding the fees attached as Schedule "A" to this By-law for the rental of Special Event Equipment.
2. That the fees outlined in Schedule "A" to this By-law shall become effective on the date of passage of this by-law.
3. In all other respects, By-law No. 2010-60 is hereby confirmed.

**READ A FIRST, SECOND AND THIRD TIME** and finally passed this 5<sup>th</sup>  
day of July , 2011 .

  
\_\_\_\_\_  
Deputy Mayor

  
\_\_\_\_\_  
Clerk

**SCHEDULE "A"**  
**To**  
**By-law No. 2011-095**

**DEPARTMENT:** Muskoka Wharf  
**DATED:** July 5<sup>th</sup>, 2011

<b>Fee Title</b>	<b>Description</b>	<b>Fee (annual increase does not apply)</b>
Portable Bleacher (with wheels) Rental	Rental of portable bleacher(s) with wheels  Replacement Cost if not returned or damaged	\$10.00 per bleacher per event  \$2,595.00
Portable Bleacher (without wheels) Rental	Rental of portable bleacher(s) without wheels  Replacement Cost if not returned or damaged	\$10.00 per bleacher per event  \$2,995.00
Sound System Rental	Rental of portable sound system  Replacement Cost if not returned or damaged	\$50.00 per day  \$1,500.00
Rental of Portable Stage	Rental of portable stage (20' x 24')  Replacement Cost if not returned or damaged	\$50.00 per day  \$400.00 per 4' x 4' unit
Delivery Charges for Equipment	Delivery charges for above equipment is quoted on a per case basis with consideration given to distances travelled, labour and equipment needed.	Actual Costs