

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

A-1 FINANCE
DEPARTMENT: CORPORATE SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Service Charge - Interest	Monthly Interest charged on all outstanding invoices after the due date.	1.50%	1.50%	No Change	
Service Charge - Minimum Fee	Monthly Minimum Fee charged on all outstanding invoices after the due date.	\$ 2	\$ 2	No Change	
Returned Item (cheque or EFT)	Fee for returned payments	\$ 46	\$ 47	Inflationary Adjustment	2% Increase
TAX					
Account Transfer or Refund	Fee charged to tax account to either transfer payment from one account to another, or to refund a payment made in error, by a taxpayer.	\$ 10	\$ 10	No Change	
Additions to the Roll	Fee charged to add an amount to a tax account, e.g. sewage charges, property standards enforcement costs, unpaid Fire department invoices or outstanding building permit fees.	\$ 51	\$ 52	Inflationary Adjustment	2% Increase
Arrears Notice Fee	Fee to send arrears notices for arrears greater than \$20 on the tax account.	\$ 10	\$ 10	No Change	
Letter/Statement Confirming Assessment Records	Fee to prepare a letter/statement confirming assessment records. Time to search such records will continue to be a separate charge in addition to the letter/statement.	\$ 61	\$ -	Delete	None requested for years. No longer relevant
Mortgage Listing	Fee per billing period to administer the payment of taxes via mortgage company/financial institution.	\$ 10	\$ 10	No Change	
Tax Bill Reprint	Fee to prepare and provide a copy of a tax bill that has already been issued.	\$ 36	\$ 36	Inflationary Adjustment	2% Increase
Tax Certificates	Fee for the issuance of a tax certificate, itemizing all monies owed on the tax account.	\$ 66	\$ 67	Inflationary Adjustment	2% Increase
Tax Certificates (Immediate Response)	Fee for the issuance of an expedited tax certificate, itemizing all monies owed on the tax account (one business day) or if a lawyer requests a verbal report ASAP with the certificate to follow.	\$ 133	\$ 134	Inflationary Adjustment	Adjust to twice tax certificate fee of \$67.
TAX SALE					
Final Demand Letter	Fee to determine properties in arrears to be registered for tax sale; account analysis; send out Final Demand letters and follow-up with customers.	\$ 153	\$ 156	Inflationary Adjustment	2% Increase
Farm Debt Preliminary Research Fee	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 and other related research.	\$ 204	\$ 208	Inflationary Adjustment	2% Increase
Planning Department Fee	Fee to prepare information to be included in tender packages; mapping, zoning, building, septic, etc.	\$ 148	\$ 151	Inflationary Adjustment	2% Increase
Site Visit Fee	Fee for site visit of property prior to sale or as required.	\$ 92	\$ 94	Inflationary Adjustment	2% Increase

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FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Tax Sale Administration Fee	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.	\$ 224	\$ 228	Inflationary Adjustment	2% Increase
Extension Agreement	Fee for preparation of the agreement and the by-law for Council approval.	\$ 235	\$ 240	Inflationary Adjustment	2% Increase
Default Notice - Extension Agreement	Fee to prepare and mail registered notice to interested parties regarding default in accordance with terms of the extension agreement. Note: Registered mail costs extra.	\$ 56	\$ 57	Inflationary Adjustment	2% Increase
Tender Packages	Fee to provide tender packages including tender form and tender envelope to the public. Mailing/courier charges extra. NOTE: Package can be downloaded FREE from the Town website.	\$ 10	\$ 10	No Change	

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B-1 PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
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.	\$ 2,025	\$ 2,066	Inflationary Adjustment	2% Increase
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 of Subdivision Approvals.	\$ 673	\$ 686	Inflationary Adjustment	2% Increase
Consent Agreements	An agreement between the Town and a landowner intended to fulfill a condition of consent (severance). DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE.	\$ 342	\$ 349	Inflationary Adjustment	2% Increase
Consent Applications	An application to divide (sever), reconfigure property or to establish a legal easement or right-of-way.	\$ 1,148	\$ 1,171	Inflationary Adjustment	2% Increase
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.	\$ 209	\$ 213	Inflationary Adjustment	2% Increase
Copy - Zoning By-law	A copy of the Zoning By-law (Rate per Each: Text & Schedules).	\$ 138	\$ 141	Inflationary Adjustment	2% Increase
Copy - Official Plan	A copy of the approved Gravenhurst OP.				
	Text:	\$ 133	\$ 136	Inflationary Adjustment	2% Increase
	Maps:	\$ 194	\$ 198	Inflationary Adjustment	2% Increase
Deeming By-law (as a lone applicant with a distinct application)	An application to deem a property not to be subject to subdivision control.	\$ 541	\$ 552	Inflationary Adjustment	2% Increase
Deeming By-law (as a lone applicant with another concurrent application type)	As above.	\$ 439	\$ 448	Inflationary Adjustment	2% Increase
Deeming By-law (as a group applicant of five or more)	As above.	\$ 944	\$ 963	Inflationary Adjustment	2% Increase
Deeming By-law (as a group applicant of less than five)	As above.				
	Per Applicant fee	\$ 408	\$ 416	Inflationary Adjustment	2% Increase
	Maximum Fee for the Group	\$ 893	\$ 911	Inflationary Adjustment	2% Increase
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.	\$ 51	\$ 52	Inflationary Adjustment	2% Increase

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B-1 PLANNING
DEPARTMENT: DEVELOPMENT SERVICES
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FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
License of Occupation Application	To allow an encroachment for the private use of land (ex: driveway) on Town property. Individual Application Fee.	\$ 836	\$ 853	Inflationary Adjustment	2% Increase
	Group Application Fee per each additional application (Individual application fee still applies).	\$ 332	\$ 339	Inflationary Adjustment	2% Increase
	License Fee 10 years - Structural Encroachments.	\$ 1,311	\$ 1,337	Inflationary Adjustment	2% Increase
Licenses of Occupation Renewal - Application Fee	Same Owner and no conditions changed from previous License of Occupation.	\$ 316	\$ 322	Inflationary Adjustment	2% Increase
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.	\$ 275	\$ 281	Inflationary Adjustment	2% Increase
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.)	\$ 673	\$ 686	Inflationary Adjustment	2% Increase
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 density proposals only.)	\$ 1,561	\$ 1,592	Inflationary Adjustment	2% Increase
Minor Variance Application	An application to vary the regulations of a particular zone applicable to the business, commercial, industrial, institutional and medium/high-density residential zones.	\$ 877	\$ 895	Inflationary Adjustment	2% Increase
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.	\$ 1,770	\$ 1,805	Inflationary Adjustment	2% Increase

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FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
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.)	\$ 4,162	\$ 4,245	Inflationary Adjustment	2% Increase
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.)	\$ 1,877	\$ 1,915	Inflationary Adjustment	2% Increase
Ontario Municipal Board Hearing Deposit	A deposit collected in the event of certain appeals to Planning Applications to assist with Town legal costs associated with a hearing. (Deposit plus cost recovery)	\$ 2,040	\$ 2,081	Inflationary Adjustment	2% Increase
Original Shore Road Allowance Closure Applications	An application to close a portion of an unopened Original Shore Road Allowance and to add the lands to an abutting lot. Solicitor's fee, Solicitor's disbursements, and survey costs are in addition to the application fee.	\$ 887	\$ 905	Inflationary Adjustment	2% Increase
	LAKE MUSKOKA: Rate per foot of shoreline is in addition to the above referenced application fee and noted disbursements. RATE IS PER RUNNING FOOT OF SHORELINE.	\$ 82	\$ 84	Inflationary Adjustment	2% Increase
	ALL OTHER LAKES: Rate per foot of shoreline is in addition to the above referenced application fee and noted disbursements. RATE IS PER RUNNING FOOT OF SHORELINE.	\$ 61	\$ 62	Inflationary Adjustment	2% Increase
Part Lot Control By-laws	An application to divide a property that is subject to subdivision control.	\$ 944	\$ 963	Inflationary Adjustment	2% Increase
Public Notice Circulation	Re-Circulation of an notice for an application and for the circulation of a notice for private Public Meetings.	\$ 316	\$ 322	Inflationary Adjustment	2% Increase
Refund of Application Fee	If file has been opened – (25% processed). Disbursements incurred must be paid in addition to the fee.	\$ 77	\$ 79	Inflationary Adjustment	2% Increase
	If processed up to circulation of the application. Or 50% of application processed. Disbursements incurred must be paid in addition to the fee.	\$ 138	\$ 141	Inflationary Adjustment	2% Increase
Release Agreement	A request made to release a registered agreement between the Town and a landowner pertaining to a property.	\$ 316	\$ 322	Inflationary Adjustment	2% Increase

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FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Site Alteration Permit	An application made for exemption to the Site Alteration By-law prior to the commencement of any works.	\$ 326	\$ 333	Inflationary Adjustment	2% Increase
Site Alteration Permit	An application made for exemption to the Site Alteration By-law. Unauthorized works started prior to a the issuance of a permit.	\$ 653	\$ 666	Inflationary Adjustment	2% Increase
Site Plan Approval (Commercial/Industrial/Institutional / Multi-Residential Uses)	An application to seek approval for a proposed development and related site works.	\$ 1,887	\$ 1,925	Inflationary Adjustment	2% Increase
Private Public Meeting Fee	Where the Town is requested to circulate for a public meeting for a private entity (e.g. telecommunication tower proposal).	\$ 275	\$ 281	Inflationary Adjustment	2% Increase
Site Plan Approval (Single Detached Dwellings)	An application to seek approval for a proposed development and related site works.	\$ 836	\$ 853	Inflationary Adjustment	2% Increase
Site Plan Agreement Amendment (Commercial/Industrial/Institutional / Multi-Residential Uses)	An application to amend an existing Site Plan Agreement.	\$ 602	\$ 614	Inflationary Adjustment	2% Increase
Site Plan Agreement Amendment- Residential (Single Detached Dwellings)	An application to amend an existing Site Plan Agreement.	\$ 495	\$ 505	Inflationary Adjustment	2% Increase
Site Plan Agreement Amendment - Sketch Only	A request to amend or update a site plan that does not require a formal amendment to the registered site plan, or agreement.	\$ 112	\$ 114	Inflationary Adjustment	2% Increase
Site Plan Agreement Compliance Letter	A request to confirm compliance with a site plan agreement. A site inspection by Town staff is included.	\$ 163	\$ 166	Inflationary Adjustment	2% Increase
Surplus Lands - Application Fee	DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE.	\$ 836	\$ 853	Inflationary Adjustment	2% Increase
Telecommunication and Renewable Energy Facility (Council Approval)	A request made for Council endorsement of a telecommunication or renewable energy project.	\$ 1,040	\$ 1,061	Inflationary Adjustment	2% Increase
Telecommunication and Renewable Energy Facility (Staff Approval)	A request made for Staff endorsement of a telecommunication or renewable energy project.	\$ 326	\$ 333	Inflationary Adjustment	2% Increase
Tree Cutting Permit	An application made for exemption to the Tree Preservation By-law prior to the commencement of any works.	\$ 326	\$ 333	Inflationary Adjustment	2% Increase
Tree Cutting Permit	An application made for exemption to the Tree Preservation By-law. Unauthorized works started prior to the issuance of a permit.	\$ 653	\$ 666	Inflationary Adjustment	2% Increase

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Unopened Road Allowance Closure Applications	An application to close a portion of an Unopened Road Allowance.	\$ 836	\$ 853	Inflationary Adjustment	2% Increase
	Solicitor's fee, Solicitor's disbursements, appraisal costs, and survey costs are in addition to the application fee. Rate per square metre of property conveyed is in addition to the above referenced application fee and noted disbursements. RATE IS PER SQUARE METRE.	\$ 20	\$ 20	No Change	
Zoning Amendment Application	An application to change a zone or the regulations applicable to the zones of zoning By-law for low density residential proposals.	\$ 1,040	\$ 1,061	Inflationary Adjustment	2% Increase
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 density residential proposals.	\$ 1,877	\$ 1,915	Inflationary Adjustment	2% Increase
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 medium/high density residential proposals.	\$ 1,561	\$ 1,592	Inflationary Adjustment	2% Increase
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 medium/high density residential proposals.	\$ 2,397	\$ 2,445	Inflationary Adjustment	2% Increase
Zoning Amendment - "Holding" Symbol Removal	An application to remove the "Holding" symbol from the zone applicable to a property.	\$ 418	\$ 426	Inflationary Adjustment	2% Increase
Zoning Compliance Letters	A letter commenting on Official Plan, zoning, and building permit related issues.	\$ 138	\$ 141	Inflationary Adjustment	2% Increase
Zoning Compliance Letters (Immediate Response)	As above, except response is required within a time period equivalent to one business day.	\$ 275	\$ 281	Inflationary Adjustment	2% Increase
Zoning Compliance Letters, confirmations - Secondary Response, Preliminary Site Plan Review, Motor Vehicle Dealer Licensing and Real Estate Agent / Appraiser	Same as a Zoning Compliance Letter, except a second response was required to answer a second set of questions related to the initial request or to confirm a specific zoning related question.	\$ 77	\$ 79	Inflationary Adjustment	2% Increase
Council Special Consideration Fee	Per hour fee to reimburse costs for unforeseen information or approval requests	\$ 56	\$ 57	Inflationary Adjustment	2% Increase
Subdivision/Condominium Review Fee	Fee to comment on a Subdivision or Condominium application circulated from the District of Muskoka	\$ 1,301	\$ 1,327	Inflationary Adjustment	2% Increase

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B-2 BUILDING
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Residential Finished Floor Area including plumbing, HVAC & pier foundation	Such as dwellings, apartments, sleeping cabin, living rooms, bedroom, kitchen, three season sunroom, attached garage.	Charge per square foot. \$ 1.45	\$ 1.45	No Change	
Residential Unfinished Basement Floor Area	Basement or crawl space including foundation insulation.	Charge per square foot. \$ 0.30	\$ 0.30	No Change	
Residential Finished Basement Floor Area includes plumbing, HVAC	Basement or crawl space including foundation insulation.	Charged on a per square foot basis. \$ 0.55	\$ 0.55	No Change	
Decks and Docks	Includes floating docks greater than 300 ft ² gross area.	Charge per square foot. \$ 0.55	\$ 0.55	No Change	
Floating Docks	Floating docks less than 300 ft ² gross area.	\$ 110	\$ 200	Increase	To minimum Permit amount
Accessory building	Detached garage, boathouse, storage building, coverall, gazebo, storage shed & farm buildings.	Charge per square foot. \$ 0.75	0.75 per square foot per floor (storage above)	No Change	
Over-the-Counter -Includes Change of Use	Generally issued for permits not requiring zoning analysis, plans review, etc... minor repairs and/or alterations & change of use.	Minimum charge as identified. \$200 + \$11/\$1000 of const. value	\$200 + \$11/\$1000 of const. value	No Change	
Plan change or additional	Further plans review due to altering, adding or changing of plans.	Charge per page. \$ 55	\$ 55	No Change	
Fireplace, furnace, stove and chimney	Solid fuel burning appliance.	\$ 110	\$ 200	Increase	To minimum Permit amount
Completion Permit	Construction started prior to a building permit issued.	Double the permit fee or \$150 whichever is greater. \$ 150	Double the permit fee or \$200 whichever is greater.	Increase	To minimum Permit amount
Conditional Permit Fee	As permitted by the OBC.	\$ 335	\$ 335	No Change	
Water and/or Sewer Permit	Connection to municipal services.	\$ 110	\$ 200	Increase	To minimum Permit amount
Minimum Permit fee unless otherwise noted		\$ 200	\$ 200	No Change	
Building Permit Fee Not Otherwise Covered	Construction value includes materials and labour.	Charge per \$1,000 of construction value. \$ 11.25	\$ 11.25	No Change	
Septic System	Install complete new sewage system.	\$ 450	\$ 450	No Change	
Septic System Upgrade or Repair	Bring a septic sewage system into code compliance (bed only).	\$ 300	\$ 300	No Change	
Septic System Upgrade	Bring a sewage system into code compliance (tank only).	\$ 200	\$ 200	No Change	
Septic - Greywater Class 2	Sewage of domestic origin derived from fixtures other than sanitary units.	\$ 200	\$ 200	No Change	

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B-2 BUILDING
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Septic-Cesspool Class 3	Sewage system that receives only the contents of a Class 1 system or effluent from a Class 1 system for disposal (eg. composting toilet).	\$ 175	\$ 175	No Change	
Septic-Holding Tank Class 5	A tank designed to totally retain all sanitary sewage discharged into it & requiring periodic emptying.	\$ 450	\$ 450	No Change	
Septic Lot Suitability	Inspect and provide a septic sewage system report for a vacant parcel of land.	\$ 200	\$ 200	No Change	
Sewage System Inspection & Report for a Plan of Subdivision or Severance	Inspect and provide a septic sewage system report (to include all of the severed and retained lots).	Charge is based on per proposed lot. \$ 150	\$ 150	No Change	
Sewage System Repair	Increase runs or repair runs.	\$ 200	\$ 200	No Change	
Sewage System Report	Sewage System status report usually requested by Real-Estate and Legal firms.	\$ 80	\$ 80	No Change	
Commercial/Industrial	Such as retail store, factory, storage building, repair garage.	Charge per \$1,000 of construction value or part thereof. \$ 11.25	\$ 11.25	No Change	
Demolition Permit Part 3	Demolition that requires a professional engineer.	\$ 300	\$ 300	No Change	
Demolition Permit Part 9	Demolition that does not require a professional engineer.	\$ 110	\$ 110	No Change	
Non-Defined Inspection	Liquor licence, etc.	\$ 110	\$ 110	No Change	
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. \$ 11.25	\$ 11.25	No Change	
Permit Maintenance/Special Inspection	Building permits more than 3 years old.	\$ 175	\$ 200	Increase	To better offset the cost of additional administration required
Re-Inspection not covered in permit fee	Example - Inspection called for to find building is locked and no-one at site.	Charge per inspection. \$ 110	\$ 110	No Change	
Tents and Temporary Buildings	To erect tents, temporary greenhouses and other similar structures for special events.	\$ 110	\$ 110	No Change	
Transfer of Permit	Transfer a building permit from the holder it was issued too to another holder.	\$ 110	\$ 110	No Change	

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B-2 BUILDING
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE		RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Building Agreement	Delayed demolition of existing dwelling while a new dwelling is under construction, Model homes, Planning agreements pending, etc.	Administration Fee: (non-refundable).	\$ 585	\$ 585	No Change	
		Plus: performance fee which is refundable on completion of agreement conditions.	\$ 16,000	\$ 16,000	No Change	
Building Permit - Refundable Deposit - Residential	Refundable if the permit is closed within 3 years - Based on Construction Value	Construction Value \$50,000 - \$149,999	\$ 1,500	\$ 1,500	Change in construction value to \$25,000-\$149,999	To increase scope of compliance
		Construction Value \$150,000 - \$299,999	\$ 2,000	\$ 2,000	No Change	
		Construction Value Over \$300,000	\$ 2,500	\$ 2,500	No Change	
Building Permit - Refundable Deposit - Commercial, Industrial, Institutional	Refundable if the permit is closed within 3 years - Based on Construction Value	Construction Value \$50,000 - \$149,999	\$ 1,500	\$ 1,500	No Change	
		Construction Value \$150,000 - \$299,999	\$ 2,000	\$ 2,000	No Change	
		Construction Value Over \$300,000	\$ 5,000	\$ 5,000	No Change	
Alternative Solution review	When there is a request for an alternative solution while applying for a building permit, complexity may require an outside architect to perform a peer review.		\$250 + Possible Peer Review	\$250 + Possible Peer Review	No Change	
File / Drawing copies	On request for copies of their own drawings and file documents staff will accommodate inhouse or arrange for outside printing.		\$50.00 + Copy Cost	\$50.00 + Copy Cost	No Change	

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B-3 BY-LAW ENFORCEMENT
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE		RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Dog Licensing (By-law 2018-26)	Female Dog	Per Dog Rate	\$ 25	\$ 25	No Change	
	Female Dog - Spayed	Per Dog Rate	\$ 15	\$ 15	No Change	
	Kennel License		\$ 75	\$ 75	No Change	
	Male Dog	Per Dog Rate	\$ 25	\$ 25	No Change	
	Male Dog - Neutered	Per Dog Rate	\$ 15	\$ 15	No Change	
	Replacement Fee - Dog Tag	Per Dog Tag	\$ 5	\$ 5	No Change	
	Senior (dog owner 65 or over)	Per Dog Rate	\$ 20	\$ 20	No Change	
	Dangerous Dog	Per Dog	\$ 100	\$ 100	No Change	
	Service Dog (Guide for the disabled; Police Force)	No Charge				
Fence Viewers Request (By-law 2001-89)	Requests for Fence Viewers where a dispute requires determinations or awards. Staff is involved with initial process and through arranging/scheduling hearing.		\$ 300	\$ 300	No Change	
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.		\$ 310	\$ 310	No Change	
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.		\$ 155	\$ 155	No Change	

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C-1 FIRE
DEPARTMENT: FIRE AND EMERGENCY SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Burning Control By-law	When fire department apparatus responds as a result of a violation of the provisions of the Burning Control By-law. Property owner invoiced.	per hour, per truck (or current MTO rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Requested Inspections, File Search, Review of Documents/Applications	Includes requests to inspect premises for real estate transactions, licencing requirements (including day care, AGCO permits), refreshment vehicles and chip wagons (but not hot dog carts); file searches; review of documents such as AGCO "Operations Plans", propane "Risk Safety Management Plans"; planning applications and commercial fireworks inspections and/or permit processing.	per hour (1/2 hour increments, 1/2 hour minimum for inspection activities)	\$ 120	\$ 120	No Change	
Incident Report	Staff time to search/respond to requests for information from Insurance companies and/or the public.		\$ 70	\$ 70	No Change	
Materials and Services – Emergency Response/Fire Control/Fire Investigations/Fire Code Enforcement	Cost recovery for materials, supplies, services or equipment (including personnel costs) not normally supplied by the fire department but deemed necessary for emergency response, fire control measures or for fire investigation purposes (including costs to demolish, shore up or otherwise make the premises secure and/or safe). For Fire Code enforcement situations, costs related to activities associated with the terms and conditions considered proper by the Fire Marshal in the application of the Fire Protection and Prevention Act 1997 Section 21(2) (b) where an inspector causes the land or premises to be closed immediately and persons on the premises to be removed or activities undertaken associated with the application of the Fire Protection and Prevention Act 1997 Section 21 (2) (a) where the inspector orders the land or premises to be closed. Subject property owner invoiced.		Cost Recovery	Cost Recovery	No Change	The addition of the provisions relative to the FPPA are necessary to protect the Town from incurring costs that are the responsibility of the property owner.
Ministry of Transportation/Highway Responses	Highway response for fire, rescue, hazardous materials response, emergency stand-by, debris cleanup, vehicle or scene stabilization, or other incident. This is a Province wide negotiated HOURLY rate with MTO.	per hour, per truck (or current MTO rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)

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Recommended 2020 User Fees and Service Charges

C-1 FIRE

DEPARTMENT: FIRE AND EMERGENCY SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Indemnification Technology	Recovery of costs related to emergency response (including damage or loss of equipment, consumables) from insurance carriers. Limits of policy coverage reflects partial cost recovery.	per hour, per truck (or current MTO rate) plus attending firefighter wages. Plus any additional cost.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Special Events Stand-By	Fee for the requested stand-by of fire apparatus to provide on-site fire protection for special events such as movie shoots, social events etc.	per hour, per truck (or current MTO rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Hazardous Materials Incident Response	Response to Hazardous Materials Incidents regardless of location. (includes natural gas/propane leaks, spill of fuels etc.) Property owner or carrier invoiced.	per hour, per truck (or current MTO rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Fire Extinguisher Training	Cost recovery for consumables.	for up to 25 people	\$ 30	\$ 30	No Change	
Fire Watch	Following the extinguishment of a fire, where the fire department is requested to conduct a fire watch. Property owner invoiced.	per hour, per truck (or current MTO rate) plus attending firefighter wages	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Fire Alarm Response	Charges are for the second and each subsequent fire department response to an activation of a fire alarm where no actual emergency exists in any calendar year OR for every alarm caused by a fire alarm service technician who fails to take adequate precaution against fire department response where there is no emergency.	per hour, per truck (or current MTO Rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)
Hydro Wires Response	Charges are for excessively long fire department "stand-bys" for "wires down" incidents - responses lasting in excess of one hour to be billed to the utility provider for any time past the first hour (no charge for first hour of service).	per hour, per truck (or current MTO Rate) plus attending firefighter wages.	\$ 465.42	\$ 477	No Change in method	Current rate dictated by the Province (MTO rate)

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-1 INFRASTRUCTURE ADMINISTRATION
DEPARTMENT: INFRASTRUCTURE SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Entrance Permits	Permit for approval of a location of an entrance onto a Town road. (In addition to refundable environmental fee)	\$ 128	\$ 131	Inflationary Adjustment	2% Increase
Entrance Permits	Refundable environmental fee	\$ 128	\$ 131	Inflationary Adjustment	2% Increase
Overload/Size Permit	Permit for oversized or overload vehicles using Town roads. This is an annual fee for the permit.	\$ 326	\$ 333	Inflationary Adjustment	2% Increase
Overload/Size Permit	Single Use Permit for oversized or overload vehicles using Town roads.	\$ 56	\$ 57	Inflationary Adjustment	2% Increase
Procurement Documents	Administration cost for document preparation and review.	\$ 66	\$ 67	Inflationary Adjustment	2% Increase
Roadway Occupation Application and Permit	Hydro, 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.	\$ 128	\$ 131	Inflationary Adjustment	2% Increase
Roadway Sign, supply/install	Supply and install charges for the erection of signs on the Towns road network. Cost is per sign.	\$ 275	\$ 281	Inflationary Adjustment	2% Increase
Engineering Peer Review	Costs associated with the engineering reviews of subdivisions and site plans.				
	Subdivisions				
	a) major (>75 lots)				
	Initial	\$ 2,600	\$ 2,652	Inflationary Adjustment	2% Increase
	Subsequent	\$ 1,300	\$ 1,326	Inflationary Adjustment	2% Increase
	b) Minor (<75 lots)				
	Initial	\$ 1,560	\$ 1,591	Inflationary Adjustment	2% Increase
	Subsequent	\$ 780	\$ 796	Inflationary Adjustment	2% Increase
	Site Plans				
	a) major (multi-residential, industrial, commercial))				
	Initial	\$ 2,080	\$ 2,122	Inflationary Adjustment	2% Increase
	Subsequent	\$ 1,040	\$ 1,061	Inflationary Adjustment	2% Increase
	b) Minor (single lot additions)				
	Initial	\$ 1,040	\$ 1,061	Inflationary Adjustment	2% Increase
	Subsequent	\$ 520	\$ 530	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
BOAT SLIP LEASE						
Annual Boat Slip Lease Dock A, D	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	MAY 15 TO OCTOBER 31	\$ 2,050	\$ 2,050	No Change	
Annual Boat Slip Lease Dock E	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	MAY 15 TO OCTOBER 31	\$ 2,250	\$ 2,250	No Change	
Annual Boat Slip Lease Surcharge	Surcharge for larger boat slip per one-season lease term.	PER FOOT RATE	\$ 120	\$ 120	No Change	
Wharf Slip Rental (Daily)	Daily boat slip rental	PER DAY	\$ 30	\$ 30	No Change	
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	\$ 10,125	\$ 10,125	No Change	
5 Year Boat Slip Lease Surcharge	Surcharge for larger boat slip per five-season lease term.	PER FOOT RATE PER YEAR	\$ 105	\$ 105	No Change	
Deposit Fee	Lease deposit is due upon signing the Lease Agreement.	PERCENTAGE OF TOTAL RENTAL FEE	50%	50%	No Change	
DEPOSITS & LEGISLATED FEES (Not Subject to Annual Fee Increase)						
Security Deposit	Damages, incidentals. Refunded if there are no issues. Applicable to large functions and special events.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)		\$ 250.00	NEW	
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)	\$ 143	\$ 145	Inflationary Adjustment	2% Increase
Socan Fees	SOCAN fees apply if applicable as set out by legislation.	LEGISLATED FEE			No Change	
Key Deposit	For locations where keys are required a mandatory key deposit is applicable.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 50	\$ 50	No Change	
Rental Deposit	Due upon signing Rental Permit to confirm booking. Rate based on a percentage of total rental fees. Balance due 30 days prior to event.	PERCENTAGE OF TOTAL RENTAL FEE	50%	50%	No Change	
Clamping Fee	Fee to have vessel clamped due to violation of Dock Control By-law 09-73.	INITIAL FEE	\$ 214	\$ 218	Inflationary Adjustment	2% Increase
		DAILY FEE	\$ 41	\$ 42	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Docks for Special Event - Muskoka Wharf	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 B: Closest to Pavilion. RATE PER DAY	\$ 133	\$ 135	Inflationary Adjustment	2% Increase
		Dock C: Across from the Sport Field. RATE PER DAY	\$ 102	\$ 135	Increase	Consistency in rental of Dock B
Boat Launch Ramp Fee - Commercial Barge Operators	Monthly Rental.	RATE PER MONTH	\$ 250	\$ 255	Inflationary Adjustment	2% Increase
	Yearly Rental.	ANNUAL RATE	\$ 622	\$ 634	Inflationary Adjustment	2% Increase
Muskoka Wharf – Central Square						
Special Events Rental Per Day	Rental of Central Square including Feature Gazebo for event. For use by Special Events of Community Groups	Rate Per Day				
		Per Day Rental	\$ 260	\$ 265	Inflationary Adjustment	2% Increase
		**Youth	\$ 195	\$ 199	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 65	\$ 66	Inflationary Adjustment	2% Increase
Special Events Rental Half Day (up to 6 hours)	Rental of Central Square including Feature Gazebo for event. For use by Special Events of Community Groups	Rate Half Day (up to 6 hours)				
		Half Day Rental	\$ 138	\$ 160	Increase	Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		**Youth	\$ 104	\$ 120	Increase	
		**Local Re-Investment	\$ 35	\$ 40	Increase	
Rate Per Hour						
Special Events Rental Per Hour (based on arrival and departure)	Rental of Central Square including Feature Gazebo for event. For use by Special Events of Community Groups	Per Hour Rental	\$ 51	\$ 55	Increase	Adjust fees to ensure hourly rentals are not less than half day prorated (Up to 6 hrs)
		**Youth	\$ 38	\$ 40	Increase	
		**Local Re-Investment	\$ 13	\$ 14	Increase	
		Muskoka Wharf – Special Events Field				
Full Rental Per Day	Full Facility rental for special events, including servery in sports pavilion, multi-use court and soccer field. Permit holders shall not be permitted to restrict access to public washrooms	Rate Per Day				
		Per Day Rental	\$ 979	\$ 999	Inflationary Adjustment	2% Increase
		**Youth	\$ 734	\$ 749	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 245	\$ 250	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION	
Full Rental Per Half Day (up to 6 hours)	Full Facility rental for special events, including servery in sports pavilion, multi-use court and soccer field. Permit holders shall not be permitted to restrict access to public washrooms	Rate Half Day (up to 6 hours)					Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		Half Day Rental	\$ 490	\$ 600	Increase		
		**Youth	\$ 368	\$ 450	Increase		
		**Local Re-Investment	\$ 123	\$ 150	Increase		
Full Rental Per Hour (based on arrival and departure)	Full Facility rental for special events, including servery in sports pavilion, multi-use court and soccer field. Permit holders shall not be permitted to restrict access to public washrooms	Rate Per Hour					Adjust fees to ensure hourly rentals are not less than half day prorated (Up to 6 hrs)
		Per Hour Rental	\$ 97	\$ 115	Increase		
		**Youth	\$ 73	\$ 86	Increase		
		**Local Re-Investment	\$ 24	\$ 29	Increase		
Set-up/Take-down	Reserving space for set-up/take-down	Rate Per Day	\$ 260	\$ 265	Inflationary Adjustment	2% Increase	
		Rate Per Half Day	\$ 138	\$ 160	Increase	Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee	
Muskoka Wharf – Lions Pavilion							
Full Rental Per Day	Use of Lions Pavilion including kitchen. Permit holders shall not be permitted to restrict access to public washrooms and drinking fountain.	Rate Per Day					Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		Per Day Rental	\$ 393	\$ 400	Inflationary Adjustment	2% Increase	
		**Youth	\$ 295	\$ 300	Inflationary Adjustment	2% Increase	
		**Local Re-Investment	\$ 98	\$ 100	Inflationary Adjustment	2% Increase	
Full Rental Per Half Day (up to 6 hours)	Use of Lions Pavilion including kitchen. Permit holders shall not be permitted to restrict access to public washrooms and drinking fountain.	Rate Half Day (up to 6 hours)					Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		Half Day Rental	\$ 199	\$ 240	Increase		
		**Youth	\$ 149	\$ 180	Increase		
		**Local Re-Investment	\$ 50	\$ 60	Increase		
Full Rental Per Hour (based on arrival and departure)	Use of Lions Pavilion including kitchen. Permit holders shall not be permitted to restrict access to public washrooms and drinking fountain.	Rate Per Hour					Adjust fees to ensure hourly rentals are not less than half day prorated (Up to 6 hrs)
		Per Hour Rental	\$ 51	\$ 55	Increase		
		**Youth	\$ 38	\$ 41	Increase		
		**Local Re-Investment	\$ 13	\$ 14	Increase		

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APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Muskoka Wharf – Entire Site						
Full Rental Per Day	Entire site rental for Special Events, including Central Square, Feature Gazebo, Multi-Use Court, Lions Pavilion (including kitchen), Soccer Field, Sports Pavilion (including servery)	Rate Per Day				
		Per Day Rental	\$ 1,311	\$ 1,335	Inflationary Adjustment	2% Increase
		**Youth	\$ 983	\$ 1,000	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 328	\$ 335	Inflationary Adjustment	2% Increase
Full Rental Per Half Day (up to 6 hours)	Entire site rental for Special Events, including Central Square, Feature Gazebo, Multi-Use Court, Lions Pavilion (including kitchen), Soccer Field, Sports Pavilion (including servery)	Rate Half Day (up to 6 hours)				
		Half Day Rental	\$ 653	\$ 800	Increase	Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		**Youth	\$ 490	\$ 600	Increase	
		**Local Re-Investment	\$ 163	\$ 200	Increase	
Rate Per Day	\$ 393	\$ 400	Inflationary Adjustment	2% Increase		
Set-up/Take-down	Reserving space for set-up/take-down	Rate Per Half Day	\$ 199	\$ 240	Increase	Adjust fees to ensure all 1/2 rentals calculated the same - 60% of fee
		Parks (excluding Muskoka Wharf property)				
Flat Rental Fee	Reserving space within parks and trails, additional garbage cans, picnic tables, garbage pick-up and disposal.	Flat Rate Fee	\$ 71	\$ 72	Inflationary Adjustment	2% Increase
Special Events where admittance to the park is restricted (fencing, gates, ticket admission, etc.)	Full park for special events. *no half day rates apply	Flat Rate Fee (full day)				
		Full Day Rental	\$ 449	\$ 458	Inflationary Adjustment	2% Increase
		**Youth	\$ 337	\$ 343	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 112	\$ 115	Inflationary Adjustment	2% Increase
Special Events where admittance to the park is not restricted (no ticket sales, no gates, no fencing)	Full park for special events. *no half day rates apply	Rate Per day (full day)				
		Full Day Rental	\$ 286	\$ 292	Inflationary Adjustment	2% Increase
		**Youth	\$ 215	\$ 219	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 72	\$ 74	Inflationary Adjustment	2% Increase
Set-up/Take-down	Reserving space for set-up/take-down	Rate Per Day	\$ 112	\$ 115	Inflationary Adjustment	2% Increase
Barge Rental	Reserving the Barge at Gull Lake in conjunction with a permit issued for a Special Event.	Rate Per Hour	\$ 71	\$ 72	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Soccer Field	All Sports Activities	Rate Per Hour	\$ 17	\$ 17	No change	
Ball Diamonds	All Sports Activities	Rate Per Hour	\$ 17	\$ 17	No change	
Multi Use Court	All Activities	Rate Per Hour	\$ 17	\$ 17	No change	

**Youth represent rentals by individuals or groups for not for profit recreation, arts and culture programs that benefit and are open to the community.

**Majority of participants under 18 years of age.

** Local Reinvestment is applicable to events that raise funds for local programs and services or for equipment/infrastructure that is open and free to every resident of the Town of Gravenhurst.

Events will raise funds to re-invest in the local community with an 80% re-investment in the Town. This reduction may also be applied to activities, events or programs that are free of charge to plan, educate or build the capacity of local citizens.

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

D-3 CEMETERY
DEPARTMENT: INFRASTRUCTURE SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
PLOTS					
Columbarium Niches - 1 or 2 urns (Mickle Cemetery)	Interment Rights (Row A top)	\$ 1,700	\$ 1,734	Inflationary Adjustment	2% Increase
	Care & Maintenance (Row A top)	\$ 300	\$ 306	Inflationary Adjustment	2% Increase
	Interment Rights (Row B)	\$ 1,530	\$ 1,561	Inflationary Adjustment	2% Increase
	Care & Maintenance (Row B)	\$ 270	\$ 275	Inflationary Adjustment	2% Increase
	Interment Rights (Row C)	\$ 1,360	\$ 1,387	Inflationary Adjustment	2% Increase
	Care & Maintenance (Row C)	\$ 240	\$ 245	Inflationary Adjustment	2% Increase
	Interment Rights (Row D bottom)	\$ 1,190	\$ 1,214	Inflationary Adjustment	2% Increase
	Care & Maintenance (Row D bottom)	\$ 210	\$ 214	Inflationary Adjustment	2% Increase
Cremation & Infant Plots (Mickle, Bethel & Symington Cemeteries)	Interment Rights	\$ 150	\$ 153	Inflationary Adjustment	2% Increase
	Care & Maintenance	\$ 250	\$ 255	Inflationary Adjustment	2% Increase
Legion Plots (Mickle Cemetery)	Interment Rights	\$ 375	\$ 382	Inflationary Adjustment	2% Increase
	Care & Maintenance	\$ 250	\$ 255	Inflationary Adjustment	2% Increase
Single Plots (All Cemeteries except Barkway Pioneer & Lewisham)	Interment Rights	\$ 390	\$ 398	Inflationary Adjustment	2% Increase
	Care & Maintenance	\$ 260	\$ 265	Inflationary Adjustment	2% Increase
INTERMENT					
Adult Interment	Non-Winter	\$ 465	\$ 474	Inflationary Adjustment	2% Increase
	Winter	\$ 1,100	\$ 1,122	Inflationary Adjustment	2% Increase
Child Interment (3 to Age 12)	Non-Winter	\$ 200	\$ 204	Inflationary Adjustment	2% Increase
	Winter	\$ 1,000	\$ 1,020	Inflationary Adjustment	2% Increase
Cremated Remains and Infants to age 3	Non-Winter	\$ 180	\$ 184	Inflationary Adjustment	2% Increase
	Winter	\$ 820	\$ 836	Inflationary Adjustment	2% Increase
Scattering of Cremated Remains (Lakeview Only)	Interment Rights	\$ 40	\$ 41	Inflationary Adjustment	2% Increase
	Care & Maintenance	\$ 25	\$ 26	Inflationary Adjustment	2% Increase
Setting and Purchase of Corner Markers (Optional)	Setting	\$ 50	\$ 51	Inflationary Adjustment	2% Increase
	Total Purchase Price	\$ 140	\$ 143	Inflationary Adjustment	2% Increase
EXTRA CHARGES					
Disinterment	Inground Burials	\$ 650	\$ 663	Inflationary Adjustment	2% Increase
	Inground Cremations	\$ 200	\$ 204	Inflationary Adjustment	2% Increase
Memorial Tree Plaque	Purchase and install	\$ 80	\$ 82	Inflationary Adjustment	2% Increase
Monument Cleaning		\$ 60	\$ 61	Inflationary Adjustment	2% Increase
Search of Records	For family histories	\$ 40	\$ 41	Inflationary Adjustment	2% Increase
Transfer Fee	For all services and documents with respect to the transfer of Interment Rights or the re-issuing of Rights.	\$ 50	\$ 51	Inflationary Adjustment	2% Increase
Tree and Shrub installation or removal		\$ 30	\$ 31	Inflationary Adjustment	2% Increase
Overtime	For after 3:45 P.M. or weekends and/or statutory holidays	\$ 170	\$ 173	Inflationary Adjustment	2% Increase
Use of Chapel and Vault		\$ 135	\$ 138	Inflationary Adjustment	2% Increase
MONUMENT CARE & MAINTENANCE FUND - (Not Subject to Annual Fee Increase)					
Flat Marker	173 sq. inch or more	\$ 50	\$ 50	No Change	
	Under 173 sq. inch	\$ -	\$ -	No Change	
Upright Marker	4 foot long by 4 foot wide or less	\$ 100	\$ 100	No Change	
Upright Marker	Greater than 4 foot long by 4 foot wide	\$ 200	\$ 200	No Change	

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

E-1 LEGISLATIVE ADMINISTRATION
DEPARTMENT: LEGISLATIVE SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Burial Permits	For all Burial Permits issued in Gravenhurst with the Exception of Stillborns or Children Under the Age of Two (2) Years.	\$ 10	\$ 10	No Change	
Civil Marriage Solemnization	Fee to be paid by cash, visa, master card or interac at the Pre-Ceremony Meeting.	\$ 325	\$ 325	No Change	
	Ceremony cancelled more than fourteen (14) days prior to marriage ceremony.	No penalty - full refund of fee	No penalty - full refund of fee	No Change	
	Ceremony cancelled more than seven (7) but less than fourteen (14) days prior to marriage ceremony an administration fee applies.	\$ 30	\$ 30	No Change	
	Witness	\$ 25	\$ 25	No Change	
	Ceremony cancelled less than seven (7) days prior to marriage ceremony.	No Refund Issued	No Refund Issued	No Change	
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.	\$ 55	\$ 55	No Change	
Commissioning of Non-Municipal Documents	Non-municipal documents commissioned may include motor vehicle transfers, travel letters and pension documents.	\$ 10	\$ 10	No Change	
Photocopies	Charge for public use of photocopier. PER PAGE RATE	\$ 1	\$ 1	No Change	
Research Fee	Other than Freedom of Information Requests - RATE IS PER 15 MINUTES SEARCH TIME OR RESPONSE PREPARATION.	\$7.50/15 minutes	\$7.50/15 minutes	No Change	
Road Naming/Re-naming Fee	Naming of Private Roads under the Municipal Act are required to be advertised for two consecutive weeks.	\$ 160	\$ 160	No Change	

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

E-2 LICENSING

DEPARTMENT: LEGISLATIVE SERVICES

Effective: January 1, 2020

FEE TITLE	DESCRIPTION		CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Not Subject to Annual Fee Increase						
Business Licensing (By-law 2005-30 March 1, 2005)	Amusement Place		\$ 350	\$ 350	No Change	
	Auctioneer		\$ 125	\$ 125	No Change	
	Caleche	Per Unit Fee	\$ 200	\$ 200	No Change	
	Hawker Pedlar - General		\$ 225	\$ 225	No Change	
	Hawker Pedlar - Retail Exhibition		\$ 225	\$ 225	No Change	
	Limousine	Per Vehicle Rate	\$ 150	\$ 150	No Change	
	Refreshment Vehicle - "A" Special or Weekend	Per Vehicle Rate	\$ 100	\$ 100	No Change	
	Refreshment Vehicle - "B" At all other times	Per Vehicle Rate	\$ 200	\$ 200	No Change	
	Taxi Owner	Per Vehicle Rate	\$ 200	\$ 200	No Change	
	Taxicab Driver		\$ 120	\$ 120	No Change	
Lottery Licensing (Provincially Regulated Fees)	Bazaar Gaming Events	Percentage of Prizes	3%	3%	No Change	
	Bingo	Percentage of Prizes	3%	3%	No Change	
	Break Open Tickets	Percentage of Prizes	3%	3%	No Change	
	Media Bingo	Percentage of Prizes	3%	3%	No Change	
	Raffle	Percentage of Prizes	3%	3%	No Change	
	Wheel of Fortune (Bazaar Event)	Rate Per Wheel	\$ 10	\$ 10	No Change	
Marriage Licensing	Issuance of a marriage license in accordance with Provincial requirements.		\$ 145	\$ 145	No Change	

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

F-1 CENTENNIAL CENTRE & ARENA
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
ARENA						
Arena Floor	Trade Shows, Concerts, etc. (Note: Set up fees apply whether ice is in or not)	RATE PER HOUR				
		Commercial	\$ 97	\$ 99	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 51	\$ 52	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 38	\$ 39	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 13	\$ 13	No Change	
		Setup/Take Down	\$ 50	\$ 50	No Change	
Advertising Boards	4'X8' wall mounted East and South Wall.	ANNUAL FEE	\$ 296	\$ 302	Inflationary Adjustment	2% Increase
	4'X8' wall mounted West Wall.	ANNUAL FEE	\$ 148	\$ 151	Inflationary Adjustment	2% Increase
	4'X8' dasher mounted.	ANNUAL FEE	\$ 454	\$ 463	Inflationary Adjustment	2% Increase
Advertising Olympia Ice Resurfacer	Three (3) locations of the machine.	ANNUAL FEE	\$ 1,918	\$ 1,956	Inflationary Adjustment	2% Increase
Arena Gondola Advertising	Advertising on Arena Gondola (above timekeeper's box).	ANNUAL FEE	\$ 1,918	\$ 1,956	Inflationary Adjustment	2% Increase
Arena Ice Advertising	In ice advertising – Centre Ice.	ANNUAL FEE	\$ 1,280	\$ 1,305	Inflationary Adjustment	2% Increase
	In ice advertising – four (4) separate locations (neutral zone).	ANNUAL FEE	\$ 643	\$ 656	Inflationary Adjustment	2% Increase
Ice Rental Rates	Prime-time (4:00 p.m. to 12:00 a.m. Monday to Friday, Weekends – all day).	RATE PER HOUR				
		Commercial	\$ 148	\$ 151	Inflationary Adjustment	2% Increase
		Non commercial	\$ 138	\$ 141	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	104	\$ 105	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 35	\$ 35	No Change	
	Non-Prime Ice (8:00 a.m. to 4:00 p.m. Monday to Friday).	RATE PER HOUR				
		Commercial	\$ 77	\$ 79	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 77	\$ 79	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 58	\$ 59	Inflationary Adjustment	2% Increase
		**Local Re-Investment	\$ 19	\$ 20	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

F-1 CENTENNIAL CENTRE & ARENA
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Summer Ice	July - September (Labour Day)	RATE PER HOUR				
		Commercial	\$ 168	\$ 171	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 158	\$ 161	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 119	\$ 121	Inflationary Adjustment	2% Increase
	**Local Re-Investment	\$ 40	\$ 40	No Change		
Public Skating General Admission	General Admission.	PER PERSON	\$ 2	\$ 2	No Change	
CENTENNIAL CENTRE - TERRY FOX AUDITORIUM						
Hall Hourly Rental (no Kitchen) Full Hall	No use of Kitchen amenities other than food prepare. Large functions have an 8 hour minimum.	RATE PER HOUR based on arrival & departure				
		Commercial	\$ 87	\$ 89	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 77	\$ 79	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 58	\$ 59	Inflationary Adjustment	2% Increase
	**Local Re-Investment	\$ 19	\$ 20	Inflationary Adjustment	2% Increase	
Hall Hourly Rental (no Kitchen) Half Hall	No use of Kitchen amenities other than food prepare. Large functions have an 8 hour minimum.	RATE PER HOUR based on arrival & departure				
		Commercial	\$ 45	\$ 55	Increase	Adjust fees to ensure all half rentals are calculated the same - 60% of fee
		Non Commercial	\$ 40	\$ 45	Increase	
		**Youth/Not for Profit/Charitable	\$ 30	\$ 34	Increase	
**Local Re-Investment	\$ 10	\$ 11	Increase			
Special Events Flat Rates (no Kitchen)	Complete use of Facility (4pm Fri - 6pm Sun). No use of kitchen amenities other than food prepare.	3	\$ 1,300	\$ 1,325	Inflationary Adjustment	2% Increase
Kitchen Rental with Hall Rental	Includes full use of Kitchen amenities for rental with room.	FLAT FEE	\$ 102	\$ 105	Inflationary Adjustment	2% Increase
Kitchen Only Useage	Including full Kitchen use.	HOURLY USE based on arrival				
		Commercial	\$ 51	\$ 52	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 31	\$ 32	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 23	\$ 24	Inflationary Adjustment	2% Increase
	**Local Re-Investment	\$ 8	\$ 8	No Change		

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

F-1 CENTENNIAL CENTRE & ARENA
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
Meeting Room		RATE PER HOUR based on				
		Commercial	\$ 31	\$ 32	Inflationary Adjustment	2% Increase
		Non Commercial	\$ 26	\$ 27	Inflationary Adjustment	2% Increase
		**Youth/Not for Profit/Charitable	\$ 20	\$ 20	No Change	
		**Local Re-Investment	\$ 7	\$ 7	No Change	
Meeting Room - Service Groups	Town Service Clubs, BIA, Chamber & not for profit community groups (1 meeting/ month - NO CHARGE.) Must be pre-booked through Admin. Office. 7 days prior. Not free use for programs to run by renters.	No fee.	No fee.	No fee.	No Change	
DEPOSITS & LEGISLATED FEES - (Not Subject to Annual Fee Increase)						
Security Deposit	Damages, incidentals. Refunded if there are no issues. Applicable to large functions and special events.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)		\$ 250	New	Assist in recovering some cost of broken/damaged items
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)	\$ 145	\$ 145	No Change	
Socan Fees	SOCAN fees apply if applicable as set out by legislation.	LEGISLATED FEE			No Change	
Key Deposit	For locations where keys are required a mandatory key deposit is applicable.	MANDATORY DEPOSIT (BY CERTIFIED CHEQUE OR MONEY ORDER ONLY)	\$ 50	\$ 50	No Change	
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%	50%	No Change	

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

F-1 CENTENNIAL CENTRE & ARENA
DEPARTMENT: DEVELOPMENT SERVICES
 Effective: January 1, 2020

FEE TITLE	DESCRIPTION	RATE	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
SPECIAL EVENT EQUIPMENT						
Delivery Charges	Delivery charges for below equipment is quoted on a per case basis with consideration given to distances travelled, labour and equipment needed.		cost plus labour	cost plus labour	No Change	
Portable Bleacher - with wheels	Rental of portable bleacher(s) with wheels.	RATE PER BLEACHER PER EVENT plus LABOUR	\$ 56	\$ 57	Inflationary Adjustment	2% Increase
Portable Stage	Rental of portable stage (20' x 24').	RATE PER DAY plus LABOUR	\$ 56	\$ 57	Inflationary Adjustment	2% Increase

Recreation program prices determined based on cost recovery and market trends

**Youth represent rentals by individuals or groups for not for profit recreation, arts and culture programs that benefit and are open to the community.

**Majority of participants under 18 years of age.

** Not For Profit/Charitable groups must provide proof of status

** Local Reinvestment is applicable to events that raise funds for local programs and services or for equipment/infrastructure that is open and free to every resident of the Town of Gravenhurst.

Events will raise funds to re-invest in the local community with an 80% re-investment in the Town. This reduction may also be applied to activities, events or programs that are free of charge to plan, educate or build the capacity of local citizens.

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

F-2 OPERA HOUSE
DEPARTMENT: DEVELOPMENT SERVICES
Effective: January 1, 2020

FEE TITLE	DESCRIPTION	CURRENT 2019 FEE	RECOMMENDED 2020 FEE	CHANGES	EXPLANATION
THEATRE RENTAL - Includes use of theatre and dressing rooms					
Not-For-Profit/Community/Non Commercial	Daily rate: based on 8 hours. (After 8 hours, the per hour rate will be used.)	\$ 546	\$ 557	Inflationary Adjustment	2% Increase
	Hourly rate: based on arrival and departure.	\$ 80	\$ 82	Inflationary Adjustment	2% Increase
	Rehearsal: based on 4 hours maximum.	\$ 168	\$ 171	Inflationary Adjustment	2% Increase
Commercial	Daily rate: based on 8 hours. (After 8 hours, the per hour rate will be used.)	\$ 872	\$ 889	Inflationary Adjustment	2% Increase
	Hourly rate: based on arrival and departure.	\$ 107	\$ 109	Inflationary Adjustment	2% Increase
	Rehearsal: based on 4 hours maximum.	\$ 275	\$ 281	Inflationary Adjustment	2% Increase
Weddings	Rate based on the use of the theatre for up to 3 hours for a wedding ceremony. Sound and lighting technician fees are additional.	\$ 281	\$ 287	Inflationary Adjustment	2% Increase
TRILLIUM COURT RENTAL - Includes the use of kitchen area, tables, chairs, table linens and a staff member on duty to assist.					
Non Commercial Meeting	Hourly rate: Meeting usage cannot exceed 3 hours. After 3 hours, the event hourly rate will be instituted.	\$ 35	\$ 36	Inflationary Adjustment	2% Increase
Non Commercial Community Event	Hourly rate: NFP/Community group events or functions that exceed 3 hours based on arrival and departure.	\$ 45	\$ 46	Inflationary Adjustment	2% Increase
Commercial	Hourly rate: based on arrival and departure.	\$ 85	\$ 87	Inflationary Adjustment	2% Increase
Bar Facilities	The Opera House is a licensed facility and the bar is operated by Opera House staff only. The bar will be open for the sale of alcoholic and non-alcoholic beverages during events that take place in either the Theatre or Trillium Court except for community meetings. Should the renter wish to not have the bar open, that request must be made at time of booking.				
Box Office Fees	A Box Office Fee will be charged based on Net ticket revenue (Gross revenue minus HST) and is intended to cover credit card charges and Box Office staff time.	8%	8%	No Change	
Capital Seat Levy -	A fee built into all ticket prices to build a reserve for capital improvements	\$ 2	\$ 2	No Change	
On Line Ticket Fee	This fee will be added by the on line vendor to the customer for this service	\$ 2	\$ 2	No Change	
Load in/out staff	Required number of trained staff are provided to assist with loading in and out of equipment.	\$ 35	\$ 35	No Change	
Sound & Lighting	Technical staff will be provided.	\$ 45	\$ 45	No Change	
Piano Rental	Steinway Concert Grand - Tuning included.	\$ 214	\$ 218	Inflationary Adjustment	2% Increase
Hospitality Service Charge	This fee is applied to the rental fee when our linens, chair covers, and kitchen area are utilized.	25%	25%	No Change	
Rental Deposit	Due upon signing Rental Permit to confirm booking.	50%	50%	No Change	
Damage Charge	Should damage be caused during a rental by those renting the facility, the cost of cleaning or repairs plus a 10% administrative fee will be added to the facility rental fees.	Cost plus 10%	Cost plus 10%	No Change	
OPERA HOUSE HERITAGE SQUARE RENTAL					
Opera House Heritage Square Fee	Flat rate fee for the use of the Opera House Heritage Square: Community/special events	\$ 71	\$ 72	Inflationary Adjustment	2% Increase

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

APPENDIX "A"
Recommended 2020 User Fees and Service Charges

G FEE REDUCTION CATEGORIES AND RATES

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2020

FEE REDUCTION CATEGORIES AND RATES

APPLICABLE TO ALL COMMUNITY FACILITIES AND PARK RENTAL SPACES

RENTAL CATEGORY	DEFINITION	EXAMPLE	% CHARGED	CHANGES	EXPLANATION
Commercial	Rentals by for-profit organizations	Driving School, Corporate training, Professional/Semi Pro Hockey, Hockey Schools		No Change	
Non-Commercial	Rentals by individuals or not for profit groups for their own purposes	Weddings, Galas, Memorials, Service Clubs	100% Non-Commercial Rate	No Change	
Adult Community Based Programs	Rentals by individuals and groups for not for profit recreation, arts and culture programs that benefit and are open to the community. Programs are primarily for individual 19+.	Mens hockey league, Music, Dancing, Film programs	90% Non-Commercial Rate	Remove	Change in focus to Youth and Local Re-investment
Youth Community Based Programs	Rentals by individuals and groups for not for profit recreation, arts and culture programs that benefit and are open to the community. Programs are primarily for individuals 18 and under.	Minor Hockey, Baseball leagues, School elective rentals	75% Non-Commercial Rate	No Change	
Local Re-investment**	Rental by individuals or not for profit groups specifically for activities that raise funds to reinvest in the local community. Also, activities events or programs that are free of charge to plan, educate or build the capacity of local citizens.	Early Years Program, District Accessibility Fair, Diabetes Education, Sports Group meetings	25% Non-Commercial Rate	No Change	

**Local Re-investment means for local programs and services or for equipment/infrastructure that is open to all residents of the Town of Gravenhurst (Supper Club, Gravenhurst school equipment enhancements, Town infrastructure, playground equipment, skate park features, community sports equipment). These investment ratios must be 80% Gravenhurst based and 20% may be invested elsewhere.

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