

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

A-1 FINANCE

DEPARTMENT: FINANCIAL SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Service Charge - Interest	Monthly Interest charged on all outstanding invoices after the due date.	1.50%
Service Charge - Minimum Fee	Monthly Minimum Fee charged on all outstanding invoices after the due date.	\$ 2
Returned Item (cheque or EFT)	Fee for returned payments	\$ 52
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.	\$ 11
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.	\$ 58
Arrears Notice Fee	Fee to send arrears notices for arrears greater than \$20 on the tax account.	\$ 11
Mortgage Listing	Fee per billing period to administer the payment of taxes via mortgage company/financial institution.	\$ 11
Tax Bill Reprint	Fee to prepare and provide a copy of a tax bill that has already been issued.	\$ 40
Tax Certificates	Fee for the issuance of a tax certificate, itemizing all monies owed on the tax account.	\$ 74
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.	\$ 149
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.	\$ 173
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.	\$ 231
Planning Department Fee	Fee to prepare information to be included in tender packages; mapping, zoning, building, septic, etc.	\$ 167
Site Visit Fee	Fee for site visit of property prior to sale or as required.	\$ 104
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.	\$ 253
Extension Agreement	Fee for preparation of the agreement and the by-law for Council approval.	\$ 266
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.	\$ 63
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

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B-1 PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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.	\$ 2,291
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.	\$ 761
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.	\$ 387
Consent Applications	An application to divide (sever), reconfigure property or to establish a legal easement or right-of-way.	\$ 1,298
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.	\$ 236
Copy - Zoning By-law	A copy of the Zoning By-law (Rate per Each: Text & Schedules).	\$ 157
Copy - Official Plan	A copy of the approved Gravenhurst OP.	
	Text:	\$ 151
	Maps:	\$ 220
Deeming By-law (as a lone applicant with a distinct application)	An application to deem a property not to be subject to subdivision control.	\$ 612
Deeming By-law (as a lone applicant with another concurrent application type)	As above.	\$ 497
Deeming By-law (as a group applicant of five or more)	As above.	\$ 1,068
Deeming By-law (as a group applicant of less than five)	As above.	
	Per Applicant fee	\$ 461
	Maximum Fee for the Group	\$ 1,010
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.	\$ 58
License of Occupation Application	To allow an encroachment for the private use of land (ex: driveway) on Town property. Individual Application Fee.	\$ 1,485
	Group Application Fee per each additional application (Individual application fee still applies).	\$ 376
	License Fee 10 years - Structural Encroachments.	\$ 3,183
Licenses of Occupation Renewal - Application Fee	Same Owner and no conditions changed from previous License of Occupation.	\$ 530
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.	\$ 312
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.)	\$ 761

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B-1 PLANNING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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.)	\$ 1,766
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.	\$ 993
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.	\$ 2,002
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.)	\$ 4,709
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.)	\$ 2,124
Ontario Land Tribunal (OLT) 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)	\$ 2,309
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.	\$ 1,004
	Solicitor's fee, Solicitor's disbursements, and survey costs are in addition to the application fee.	\$ -
	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.	\$ 94
	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.	\$ 69
Part Lot Control By-laws	An application to divide a property that is subject to subdivision control.	\$ 1,068
Public Notice Circulation	Re-Circulation of an notice for an application and for the circulation of a notice for private Public Meetings.	\$ 357
Refund of Application Fee	If file has been opened – (25% processed). Disbursements incurred must be paid in addition to the fee.	\$ 88
	If processed up to circulation of the application. Or 50% of application processed. Disbursements incurred must be paid in addition to the fee.	\$ 157
Release Agreement	A request made to release a registered agreement between the Town and a landowner pertaining to a property.	\$ 357

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DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Site Alteration Permit	An application made for exemption to the Site Alteration By-law prior to the commencement of any works.	\$ 370
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.	\$ 738
Site Plan Approval (Commercial/Industrial/Institutional / Multi-Residential Uses)	An application to seek approval for a proposed development and related site works.	\$ 2,136
Private Public Meeting Fee	Where the Town is requested to circulate for a public meeting for a private entity (e.g. telecommunication tower proposal).	\$ 312
Site Plan Approval (Single Detached Dwellings)	An application to seek approval for a proposed development and related site works.	\$ 946
Site Plan Agreement Amendment (Commercial/Industrial/Institutional / Multi-Residential Uses)	An application to amend an existing Site Plan Agreement.	\$ 681
Site Plan Agreement Amendment- Residential (Single Detached Dwellings)	An application to amend an existing Site Plan Agreement.	\$ 560
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.	\$ 126
Site Plan Agreement Compliance Letter	A request to confirm compliance with a site plan agreement. A site inspection by Town staff is included.	\$ 184
Surplus Lands - Application Fee	DISBURSEMENTS ARE IN ADDITION TO THE APPLICATION FEE.	\$ 946
Telecommunication and Renewable Energy Facility (Council Approval)	A request made for Council endorsement of a telecommunication or renewable energy project.	\$ 1,177
Telecommunication and Renewable Energy Facility (Staff Approval)	A request made for Staff endorsement of a telecommunication or renewable energy project.	\$ 370
Tree Cutting Permit	An application made for exemption to the Tree Preservation By-law prior to the commencement of any works.	\$ 370
Tree Cutting Permit	An application made for exemption to the Tree Preservation By-law. Unauthorized works started prior to the issuance of a permit.	\$ 738
Unopened Road Allowance Closure Applications	An application to close a portion of an Unopened Road Allowance.	\$ 946
	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.	\$ 22
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.	\$ 1,177
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.	\$ 2,124
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.	\$ 1,766

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DEPARTMENT: DEVELOPMENT SERVICES

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FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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.	\$ 2,712
Zoning Amendment - "Holding" Symbol Removal	An application to remove the "Holding" symbol from the zone applicable to a property.	\$ 473
Zoning Compliance Letters	A letter commenting on Official Plan, zoning, and building permit related issues.	\$ 157
Zoning Compliance Letters (Immediate Response)	As above, except response is required within a time period equivalent to one business day.	\$ 312
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.	\$ 88
Council Special Consideration Fee	Per hour fee to reimburse costs for unforeseen information or approval requests	\$ 63
Subdivision/Condominium Review Fee	Fee to comment on a Subdivision or Condominium application circulated from the District of Muskoka	\$ 1,472

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B-2 BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Residential Finished Floor Area including plumbing, HVAC & pier foundation	Such as dwellings, apartments, sleeping cabin, living rooms, bedroom, kitchen, three season sunroom, attached garage.	\$ 1.45
Residential Unfinished Basement Floor Area	Basement or crawl space including foundation insulation.	\$ 0.30
Residential Finished Basement Floor Area includes plumbing, HVAC	Basement or crawl space including foundation insulation.	\$ 0.55
Decks and Docks	Includes floating docks greater than 300 ft ² gross area.	\$ 0.55
Floating Docks	Floating docks less than 300 ft ² gross area.	\$ 200
Foundation Permit	Permit to allow for the construction of the foundation of a structure, when information on final design is not initially available.	\$ 500
Accessory building	Detached garage, boathouse, storage building, coverall, gazebo, storage shed & farm buildings.	\$ 0.75
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.	\$ 200
	Addition variable fee based on change of use construction value	\$ 11.25
Plan change or additional	Further plans review due to altering, adding or changing of plans.	\$ 65
Fireplace, furnace, stove and chimney	Solid fuel burning appliance.	\$ 200
Completion Permit	Construction started prior to a building permit issued.	\$ 250
Conditional Permit Fee	As permitted by the OBC.	\$ 350
Water and/or Sewer Permit	Connection to municipal services.	\$ 200
Minimum Permit fee unless otherwise noted		\$ 200
Building Permit Fee Not Otherwise Covered	Construction value includes materials and labour.	\$ 11.25
Septic System	Install complete new sewage system.	\$ 450
Septic System Upgrade or Repair	Bring a septic sewage system into code compliance (bed only).	\$ 300
Septic System Upgrade	Bring a sewage system into code compliance (tank only).	\$ 200
Septic - Greywater Class 2	Sewage of domestic origin derived from fixtures other than sanitary units.	\$ 200
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 (e.g. composting toilet).	\$ 175
Septic-Holding Tank Class 5	A tank designed to totally retain all sanitary sewage discharged into it & requiring periodic emptying.	\$ 450
Septic Lot Suitability	Inspect and provide a septic sewage system report for a vacant parcel of land.	\$ 200

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B-2 BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

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).	\$ 150
Sewage System Repair	Increase runs or repair runs.	\$ 200
Sewage System/Building Permit Report/Search	Sewage System/ Building Permit status report usually requested by Real-Estate and Legal firms.	\$ 82
Commercial/Industrial	Such as retail store, factory, storage building, repair garage.	\$ 11.25
Demolition Permit Part 3	Demolition that requires a professional engineer.	\$ 325
Demolition Permit Part 9	Demolition that does not require a professional engineer.	\$ 125
Non-Defined Inspection	Liquor licence, etc.	\$ 110
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.	\$ 11.25
Permanent Sign	Standard fee for a permanent Sign Permit as per Sign By-law	\$ 150.00
Temporary Sign Permit	Standard fee for a temporary Sign Permit as per Sign By-law	\$ 100
Permit Maintenance/Special Inspection	Fee to maintain Building permits that remain open for 3 or more years. The fee is an annual amount based on the length of time the permit remains open.	\$ 200
		\$ 400
		\$ 800
		\$ 1,200
Re-Inspection not covered in permit fee	Example - Inspection called for to find building is locked and no-one at site.	\$ 110
Tents and Temporary Buildings	To erect tents, temporary greenhouses and other similar structures for special events.	\$ 125
Transfer of Permit	Transfer a building permit from the holder it was issued too to another holder.	\$ 110
Building Agreement	Delayed demolition of existing dwelling while a new dwelling is under construction, Model homes, Planning agreements pending, etc.	\$ 585
		\$ 16,000

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B-2 BUILDING

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Building Permit - Refundable Deposit - Residential	Refundable if the permit is closed within 3 years - Based on Construction Value	\$ 500
		\$ 1,500
		\$ 2,000
		\$ 2,500
Building Permit - Refundable Deposit - Commercial, Industrial, Institutional	Refundable if the permit is closed within 3 years - Based on Construction Value	\$ 1,500
		\$ 2,000
		\$ 5,000
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
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
Permit Drawings scanning	Permit drawings that come in hard copy requiring scanning and upload into the permit system	\$ 10

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B-3 BY-LAW ENFORCEMENT

DEPARTMENT: DEVELOPMENT SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Dog Licensing (By-law 2024-62)	Intact Male or Female Dog (Including Therapy Dogs)	\$ 25
	Spayed or Neutered Dog	\$ 15
	Kennel License	\$ 100
	Replacement Fee - Dog Tag	\$ 5
	Intact Male or Female Dog - (owned by a person over 65)	\$ 20
	Dangerous Dog	\$ 100
	Service Dog (Guide for the disabled; Police Force)	\$ -
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.	\$ 343
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.	\$ 354
Removal of Signs Requiring a Permit (By-law 2023-31)	Removal of signs erected on Town Property without a Permit. Includes removal of sign, storage and impoundment of sign for a maximum of 30 days	\$ 155
Removal of Incidental Signs (By-law 2023-31)	Removal of incidental signs due to non compliance with Sign By-law 2023-31 by Town Staff. Includes removal of sign, storage and impoundment of sign for a maximum of 30 days	\$ 52
Noise Exemption Request (By-law 2023-62)	Requests for Exemptions to the Noise Control By-law require Council approval. Staff time is required to receive comments and prepare report for Committee.	\$ 177
Sign Exemption Request (By-law 2023-31)	Requests for Exemptions to the Sign Control By-law require Council approval. Staff time is required to receive comments and prepare report for Committee.	\$ 212
Administrative Monetary Penalty Administrative Fee (By-law 2022-103)	Fee applied to penalty after 15 days. AMP has to be reviewed by staff and additional notices are to be sent to owner for tax roll purposes. This additional fee is separate from the finance departments administrative fee	\$107

SCHEDULE 1
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C-1 FIRE

DEPARTMENT: FIRE AND EMERGENCY SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Burning Control By-law	When the fire department responds to a property to extinguish a fire and that property owner is served an offence notice by Town By-Law officials, the property owner will be invoiced for fire department cost recovery.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
Requested Inspections, File Search, Review of Documents/Applications	Includes requests to inspect premises for real estate transactions, licencing requirements (including day care, AGCO permits), 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.	\$ 133
Incident Report	Staff time to search/respond to requests for information from Insurance companies and/or the public.	\$ 77
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
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.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
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. Should the insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck, Plus any additional costs

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

C-1 FIRE

DEPARTMENT: FIRE AND EMERGENCY SERVICES

Effective: January 1, 2026

Special Events Stand-By	Fee for the requested stand-by of fire apparatus to provide on-site fire protection, as allowed by equipment and training, for special events such as airport standby etc.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
	Administration fee to recover costs associated with staff time required for organizing and scheduling for each event	\$ 206
Hazardous Materials Incident Response	Response to Hazardous Materials Incidents regardless of location for incidents exceeding 1 hour. This includes natural gas/propane leaks, spill of fuels etc. Property owner or carrier invoiced.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
Fire Extinguisher Training	Cost recovery for consumables.	\$ 32
Fire Watch	Following the extinguishment of a fire, where the fire department is requested to conduct a fire watch. Property owner invoiced.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
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.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
Hydro Wires Response	Charges are for excessively long fire department stand-by 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.	Current rate dictated by the Province (MTO rate) per 1/2 hour per truck
Utility Task Vehicle (UTV) Requested Response	Charges are for any requests to use the UTV by any entity for any purpose outside the scope of prescribed Fire and Emergency services operations.	\$ 318

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

D-1 INFRASTRUCTURE ADMINISTRATION
DEPARTMENT: INFRASTRUCTURE SERVICES
Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Entrance Permits	Permit for approval of a location of an entrance onto a Town road. (In addition to refundable environmental fee)	\$ 146
Entrance Permits	Refundable environmental fee	\$ 146
Access Agreement Application		\$ 5,305
Agreement Fee	fee for 10 year agreement	\$ 3,183
Overload/Size Permit	Permit for oversized or overload vehicles using Town roads. This is an annual fee for the permit.	\$ 370
Overload/Size Permit	Single Use Permit for oversized or overload vehicles using Town roads.	\$ 63
Procurement Documents	Administration cost for document preparation and review.	\$ 74
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.	\$ 146
Roadway Sign, supply/install	Supply and install charges for the erection of signs on the Towns road network. Cost is per sign.	\$ 312
Engineering Review	Costs associated with internal engineering reviews of subdivisions and site plans. If additional expertise is deemed necessary by the Director of Infrastructure full cost recovery of external costs will be borne by the applicant.	
	Subdivisions	
	a) major (>75 lots)	
	Initial	\$ 2,941
	Subsequent	\$ 1,471
	b) Minor (<75 lots)	
	Initial	\$ 1,765
	Subsequent	\$ 883
	Site Plans	
	a) major (multi-residential, industrial, commercial))	
	Initial	\$ 2,353
	Subsequent	\$ 1,177
	b) Minor (single lot additions)	
	Initial	\$ 1,177
	Subsequent	\$ 588

SCHEDULE 1
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D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
BOAT SLIP LEASE		
Annual Boat Slip Lease Dock B, (Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	\$ 2,229
Annual Boat Slip Lease Dock B, (Non - Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned). 5% Premium	\$ 2,341
Monthly Boat Slip Lease Dock B, D ,E	Monthly lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	\$ 475
Annual Boat Slip Lease Dock D (Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	\$ 2,546
Annual Boat Slip Lease Dock D,(Non-Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned). 5% Premium	\$ 2,673
Annual Boat Slip Lease Dock E (Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned).	\$ 2,005
Annual Boat Slip Lease Dock E (Non-Resident)	One-season lease term based on a 22 foot boat slip and one motor vehicle parking space (not assigned). 5% Premium	\$ 2,105
Annual Boat Slip Lease Surcharge (Dock D)	Surcharge for larger boat slip per one-season lease term. (Dock D only)	\$ 135
Annual Boat Lift Permit	Permit to allow Boat Lift - Dock E only - Applicant to provide insurance and remove at the end of season	\$ 150
Wharf Slip Rental (Daily)	Daily boat slip rental (Max 5 days)	\$ 34
Deposit Fee	Lease deposit is due upon signing the Lease Agreement.	50%
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.	\$ 283
Noise Deposit	Noise deposit mandatory, paid in advance, forfeited as a result of breach of rental terms.	\$ 164
ENTANDEM Fees	ENTANDEM fees apply if applicable as set out by legislation.	
Key Deposit	For locations where keys are required a mandatory key deposit is applicable.	\$ 50

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D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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.	50%
Clamping Fee	Fee to have vessel clamped due to violation of Dock Control By-law 09-73.	\$ 242
		\$ 47
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.	\$ 150
		\$ 150
Boat Launch Ramp Fee - Commercial Barge Operators	Monthly Rental.	\$ 283
	Yearly Rental.	\$ 703
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	\$ 299
		\$ 225
		\$ 149
		\$ 74
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	\$ 177
		\$ 133
		\$ 89
		\$ 44
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	\$ 60
		\$ 45
		\$ 30
		\$ 15
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	\$ 1,108
		\$ 831
		\$ 277

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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	
		\$ 666
		\$ 499
		\$ 166
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	
		\$ 127
		\$ 95
		\$ 32
Set-up/Take-down	Reserving space for set-up/take-down	\$ 294
		\$ 177
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.	
		\$ 444
		\$ 333
		\$ 221
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.	
		\$ 111
		\$ 266
		\$ 200
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.	
		\$ 133
		\$ 67
		\$ 61
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.	
		\$ 46
		\$ 30
		\$ 15

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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)	\$ 1,481
		\$ 1,109
		\$ 372
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)	\$ 887
		\$ 666
		\$ 222
Set-up/Take-down	Reserving space for set-up/take-down	\$ 444
		\$ 266
Gull Lake Park - Entire Site		
Special Events where admittance to the park is restricted (fencing, gates, ticket admission, etc.)	Full park for special events. *no half day rates apply Does not include the lifeguard building, barge, beach, tennis courts, washroom building (including leased retail space) and storage sheds. Permit holders shall not be permitted to restrict access to public washrooms and leased retail space.	
		\$ 1,481
		\$ 1,109
		\$ 741
		\$ 372
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	\$ 324
		\$ 242
		\$ 162
		\$ 82
Set-up/Take-down	Reserving space for set-up/take-down	\$ 294
		\$ 177
Barge Rental	Reserving the Barge at Gull Lake in conjunction with a permit issued for a Special Event.	\$ 79
Lifeguard Building	Reserving the Lifeguard Building at Gull Lake in conjunction with a permit issued for a Special Event.	\$ 286

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

D-2 PARKS

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Parks (excluding Muskoka Wharf property and Gull Lake Entire Site)		
Flat Rental Fee	Reserving green space within parks and trails, additional garbage cans, picnic tables, garbage pick-up and disposal.	\$ 79
Flat Rental Fee	Reserving a Pavilion	\$ 79
Special Events where admittance to the park is restricted (fencing, gates, ticket admission, etc.)	Full park for special events. *no half day rates apply Does not include the lifeguard building, tennis courts, washroom building and storage sheds	
		\$ -
		\$ -
		\$ -
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	
		\$ -
		\$ -
		\$ -
Set-up/Take-down	Reserving space for set-up/take-down	\$ -
Barge Rental	Reserving the Barge at Gull Lake in conjunction with a permit issued for a Special Event.	\$ -
Lifeguard Building	Reserving the Lifeguard Building at Gull Lake in conjunction with a permit issued for a Special Event.	\$ -
Soccer Field	All Sports Activities	\$ 27
Ball Diamonds	All Sports Activities	\$ 27
Multi Use Court	All Activities	\$ 27

** See Section G for detailed descriptions

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

D-3 CEMETERY

DEPARTMENT: INFRASTRUCTURE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
PLOTS		
Columbarium Niches - 1 or 2 urns (Mickle Cemetery) Price includes entombment (excluding overtime charges and engraving)	Interment Rights (Row A top) - Includes Care & Maintenance	\$ 2,662
	Interment Rights (Row B) - Includes Care & Maintenance	\$ 2,440
	Interment Rights (Row C) - Includes Care & Maintenance	\$ 2,218
	Interment Rights (Row D bottom) - Includes Care & Maintenance	\$ 1,997
Cremation & Infant Plots Less than 24 ft sq. (Mickle, Bethel & Symington Cemeteries)	Interment Rights - Includes Care & Maintenance	\$ 610
Cremation & Infant Plots Greater than 24 ft sq (Mickle Cemetery Only)	Interment Rights - Includes Care & Maintenance	\$ 610
Legion Plots (Mickle Cemetery Only)	Interment Rights - Includes Care & Maintenance	\$ 887
Single Plots (Where available)	Interment Rights - Includes Care & Maintenance	\$ 943
INTERMENT		
Adult Interment	Non-Winter	\$ 710
Child Interment (3 to Age 12)	Non-Winter	\$ 388
Excavation Surcharge	Non-Winter, cost recovery for excavation contractor	\$ 850
Cremated Remains and Infants (Up to age 3)	Non-Winter	\$ 354
Additional Cremated Remains	Non-Winter, multiple cremations buried at the same time in the same excavation	\$ 113
Scattering of Cremated Remains (Lakeview Only)	Scattering Fee - Includes Care & Maintenance	\$ 166
Setting and Purchase of Corner Markers (Optional)		\$ 287
EXTRA CHARGES		
Disinterment	Inground Burials	\$ 1,147
	Inground Cremations	\$ 400
	Columbarium	\$ 54
Monument Cleaning		\$ 82
Search of Records	For family histories	\$ 65
Transfer Fee	For all services and documents with respect to the transfer of Interment Rights or the re-issuing of Rights.	\$ 108
Tree and Shrub installation or removal		\$ 54
Overtime	For after 3:45 P.M. or weekends and/or statutory holidays	\$ 276
Winter Vault		\$ 325
Monument Staking Fee	Typically through monument company	\$ 54
MONUMENT CARE & MAINTENANCE FUND - (Not Subject to Annual Fee Increase)		
Flat Marker	173 sq. inch or more	\$ 100
	Under 173 sq. inch	\$ -
Upright Marker	4 foot long by 4 foot wide or less	\$ 200
Upright Marker	Greater than 4 foot long by 4 foot wide	\$ 400

SCHEDULE 1

Recommended 2026 User Fees and Service Charges

E-1 LEGISLATIVE ADMINISTRATION

DEPARTMENT: LEGISLATIVE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Burial Permits	For all Burial Permits issued in Gravenhurst with the Exception of Stillborns or Children Under the Age of Two (2) Years.	\$ 11
Civil Marriage Solemnization	Fee to be paid by cash, visa, master card or interac at the Pre-Ceremony Meeting.	\$ 360
	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.	\$ 33
	Witness	\$ 28
	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.	\$ 61
Commissioning of Non-Municipal Documents	Non-municipal documents commissioned may include motor vehicle transfers, travel letters and pension documents.	\$ 11
Photocopies	Charge for public use of photocopier. PER PAGE RATE	\$ 1
Research Fee	Other than Freedom of Information Requests - RATE IS PER 15 MINUTES SEARCH TIME OR RESPONSE PREPARATION.	\$ 9
Road Naming/Re-naming Fee	Naming of Private Roads under the Municipal Act are required to be advertised for two consecutive weeks.	\$ 177

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

E-2 LICENSING

DEPARTMENT: LEGISLATIVE SERVICES

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Business Licensing	Refreshment Vehicle	\$ 80
Lottery Licensing (Provincially Regulated Fees)	Bazaar Gaming Events	3%
	Bingo	3%
	Break Open Tickets	3%
	Media Bingo	3%
	Raffle	3%
	Wheel of Fortune (Bazaar Event)	\$ 11
Marriage Licensing	Issuance of a marriage license in accordance with Provincial requirements.	\$ 161
Short Term Rental Licensing	Issuance of a short term rental license for properties offering short term rental accommodations	\$ 800

SCHEDULE 1

F-1 CENTENNIAL CENTRE & ARENA

DEPARTMENT: RECREATION, ARTS & CULTURE

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
ARENA		
Arena Floor	Trade Shows, Concerts, etc. (Note: Set up fees apply whether ice is in or not)	
		\$ 110
		\$ 58
		\$ 43
		\$ 14
Advertising Boards	4'X8' wall mounted East and South Wall.	\$ 335
	4'X8' wall mounted West Wall.	\$ 167
	4'X8' dasher mounted.	\$ 513
Advertising Olympia Ice Resurfacer	Three (3) locations of the machine.	\$ 2,169
Arena Gondola Advertising	Advertising on Arena Gondola (above timekeeper's box).	\$ 2,169
Arena Ice Advertising	In ice advertising – Centre Ice.	\$ 1,447
	In ice advertising – four (4) separate locations (neutral zone).	\$ 727
Ice Rental Rates	Prime-time (4:00 p.m. to 12:00 a.m. Monday to Friday, Weekends – all day).	
		\$ 224
		\$ 206
Ice Rental Rates	Non-Prime Ice (8:00 a.m. to 4:00 p.m. Monday to Friday).	
		\$ 119
		\$ 100
		\$ 74
		\$ 25
Ice Rental Sports Events	Setup / Take down of sporting Events on Arena Ice/Floor	50%
Parking Lot Rental Fee	Exclusive use of Centennial Centre parking lot (back half), as additional space to accommodate an existing permitted/authorized activity	\$ 77

SCHEDULE 1

F-1 CENTENNIAL CENTRE & ARENA

DEPARTMENT: RECREATION, ARTS & CULTURE

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Dressing Room Rental	Exclusive use of dressing room(s)	\$ 41
Summer Ice	April - September (Labour Day)	
		\$ 254
		\$ 230
		\$ 173
		\$ 57
Public Skating General Admission	General Admission.	\$ 2
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.	
		\$ 99
		\$ 88
		\$ 65
		\$ 44
		\$ 23
Hall Hourly Rental (no Kitchen) Half Hall	No use of Kitchen amenities other than food prepare. Large functions	
		\$ 61
		\$ 50
		\$ 38
		\$ 25
		\$ 13
Special Events Flat Rates (no Kitchen)	Complete use of Facility (4pm Fri - 6pm Sun). No use of kitchen amenities other than food prepare.	\$ 1,470
Kitchen Rental with Hall Rental	Includes full use of Kitchen amenities for rental with room.	\$ 116
Kitchen Only Usage	Including full Kitchen use.	
		\$ 57
		\$ 36
		\$ 27
		\$ 18
		\$ 9

SCHEDULE 1

Recommended 2026 User Fees and Service Charges

F-1 CENTENNIAL CENTRE & ARENA

DEPARTMENT: RECREATION, ARTS & CULTURE

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026
Meeting Room		
		\$ 36
		\$ 30
		\$ 22
		\$ 15
		\$ 8
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.
Main Street Cafe	Operation of the Main Street Café as a canteen by users during their permitted ice rentals and otherwise by non-commercial, youth and local reinvestment groups.	\$ 53
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.	\$ 250
Noise Deposit	Noise deposit mandatory, paid in advance, forfeited as a result of breach of rental terms.	\$ 145
ENTANDEM Fees	ENTANDEM fees apply if applicable as set out by legislation.	
Key Deposit	For locations where keys are required a mandatory key deposit is applicable.	\$ 50
Rental Deposit	Due upon signing Rental Permit to confirm booking. Rate based on a percentage of total rental fees.	50%

** See Section G for detailed descriptions

SCHEDULE 1
Recommended 2026 User Fees and Service Charges

F-2 OPERA HOUSE

DEPARTMENT: RECREATION, ARTS & CULTURE

Effective: January 1, 2026

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
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.)	\$ 618
	Hourly rate: based on arrival and departure.	\$ 91
	Rehearsal: based on 4 hours maximum.	\$ 189
Commercial	Daily rate: based on 8 hours. (After 8 hours, the per hour rate will be used.)	\$ 986
	Hourly rate: based on arrival and departure.	\$ 121
	Rehearsal: based on 4 hours maximum.	\$ 312
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.	\$ 319
TRILLIUM COURT RENTAL - Includes the use of kitchen area, tables, chairs, table linens and a staff		
Non Commercial Meeting	Hourly rate: Meeting usage cannot exceed 3 hours. After 3 hours, the event hourly rate will be instituted.	\$ 40
Non Commercial Community Event	Hourly rate: NFP/Community group events or functions that exceed 3 hours based on arrival and departure.	\$ 51
Commercial	Hourly rate: based on arrival and departure.	\$ 97
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%
Capital Seat Levy -	A fee built into all ticket prices to build a reserve for capital improvements	\$ 2
On Line Ticket Fee	This fee will be added by the on line vendor to the customer for this service	\$ 2
Ticket Handling Fee	A fee built into the ticket price to offset the software handling costs.	\$ 2
Load in/out staff	Required number of trained staff are provided to assist with loading in and out of equipment.	\$ 39
Sound & Lighting	Technical staff will be provided.	\$ 50
Piano Rental	Steinway Concert Grand - Tuning included.	\$ 237
Hospitality Service Charge	This fee is applied to the rental fee when our linens, chair covers, and kitchen area are utilized.	25%
ENTANDEM Fees	ENTANDEM fees apply if applicable as set out by legislation.	
Rental Deposit	Due upon signing Rental Permit to confirm booking.	50%
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%
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	\$ 79

SCHEDULE 1**Recommended 2026 User Fees and Service Charges****G-1 FEE REDUCTION CATEGORIES AND RATES****DEPARTMENT: RECREATION, ARTS & CULTURE****FEE REDUCTION CATEGORIES AND RATES****APPLICABLE TO ALL COMMUNITY FACILITIES AND PARK RENTAL SPACES****Effective: January 1, 2026**

FEE TITLE	DESCRIPTION	RECOMMENDED 2026 FEE
Commercial	Rentals by for-profit organizations	
Non-Commercial	Rentals by individuals or not for profit groups for their own purposes	100% Non-Commercial Rate
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.	75% Non-Commercial Rate
Community School Groups	Rentals by Gravenhurst schools for their own purposes	50% Non-Commercial Rate
Local Re-investment	<p>Rental by individuals or not for profit groups whose 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).</p> <p>These investment ratios must be 80% Gravenhurst based and 20% may be invested elsewhere. Also, activities events or programs that are free of charge to plan, educate or build the capacity of local citizens.</p>	25% Non-Commercial Rate