



Committee Report

To:	Warden McQueen and Members of Grey County Council
Committee Date:	July 23, 2020
Subject / Report No:	CCR-CW-05-20
Title:	Update to Fees and Services
Prepared by:	Heather Morrison
Reviewed by:	Kim Wingrove, Kevin Wepler
Lower Tier(s) Affected:	
Status:	Recommendation adopted by Committee as presented per Resolution CW141-20; Endorsed by County Council August 13, 2020;

Recommendation

1. That Report CCR-CW-05-20 regarding an update to Grey County's Fees and Services Schedule be received; and
2. That the approved changes be incorporated into the Fees and Services Schedule; and
3. That an automatic increase on January 1 annually be added to manage the average annual increase in the Statistics Canada Consumer Price Index for Ontario as of September 30th of the previous year, if the Consumer Price Index shows an average increase; and
4. That fees that are set by legislation or by contract would be exempt from this annual increase; and
5. That a by-law be brought forward for Council's consideration.

Executive Summary

The purpose of this report is to bring forward recommended changes to the County's Fees and Services Schedule for Council's consideration.

Background and Discussion

Fees and services related to various County operations were introduced in 2003 and are required under Section 391 of *The Municipal Act, 2001*. The last time a fulsome review of the by-law was completed was 2011. Since then numerous reports have been presented and endorsed by Council permitting additions and modifications to the current fees and service schedule as County operations have shifted and realigned over the years. These changes have been incorporated annually into an updated Fees and Services Schedule.

At this time there are several changes to be included in the Fees and Services Schedule based on changing operations and additions to County operations. The additions are in red and the deletions have a strikethrough for ease of reference.

Some of the highlighted changes include:

- Removal of rental fees for non-profit organizations using meeting rooms within the Grey County Administration Building during office hours
- Availability to reduce/waive fees for municipally approved Community Improvement Plans
- Realignment of Planning fees to better reflect current processes and to be reflective of the average time spent on applications
- Addition of Economic Development fees including those necessary for Sydenham Campus use
- Removal of Tourism related fees as they are no longer relevant to the workplan and working group partnerships
- Update of fees associated with Grey Roots and its various operations due to increased cost of operations

Planning Fees Background

Council will note that there are several significant changes to the fees related to Planning. Changes to the Planning Act related to application timelines has reduced the timeframes for Official Plans or Official Plan Amendments (OPAs) from 210 days to 120 days, Zoning By-laws and Amendments or Holding Provisions from 150 days to 90 days and Plans of Subdivision from 180 days to 120 days. With these changes in mind, planning staff are reviewing internal processes to better streamline development applications, in part by ensuring our fee structure accurately reflects time spent on applications and identifying whether there are fees and application types that are no longer needed.

Application fees do not necessarily cover 100% of the cost of staff time but reflect an average cost for a standard application. Planning staff are recommending removal of

the Major and Municipality Initiated OPA sections and replacing them with a more well-defined Major and Minor OPA section which will provide further definitions of what is considered a Major OPA and what is a Minor OPA. This change will also include a decrease in the Peer Review deposits for Minor OPAs.

Another change for the Planning section relates to the adjustment of the County's baseline fee and per unit fee for subdivision/condominium applications. Currently these are broken down into five categories based on units or blocks. Staff are recommending that a baseline fee of \$6,610 be added and then a set unit fee of \$102 up to a maximum of \$11,220 at 110 units, or a total maximum fee of \$17,830.

A few further adjustments to the Planning section are also recommended. These include adjusting the Special Notes section of Major Draft Revisions to include the ability to request additional peer review fees. As well there is a new inclusion related to fees for road-side development signs of \$180.00. This relates to the costs of the signs (labour and materials) and additional vinyl patches that may be applied for public meeting information if not already determined at the time of sign manufacturing.

Staff have also removed the fee for municipally initiated County Official Plan Amendments (Major & Minor). In the past, there have been very few submissions of this nature, as County planning staff typically account for the requested changes at the time of a County Official Plan review or update. Another noted change is an increase in fees for Local Official Plan Amendments. County staff are aiming to better account for staff time spent on these application types with a proposed increase in fees from \$885 to \$1,100.

Finally, there is a recommendation to increase the fee related to retrieval of files from off-site storage. Currently Planning stores older permanent files at an off-site location. It is recommended that the charge for retrieval of boxes be increased from \$29.25 to \$32.56 per box to account for the increased fees of the storage facility.

Addition of Economic Development Fees

Council will note that there is a new tab included in the Schedule. This relates to Economic Development and specifically the Sydenham Campus. Fees have been included in there related to rental and lease availabilities at the campus as well as parking fees.

Legal and Legislated Requirements

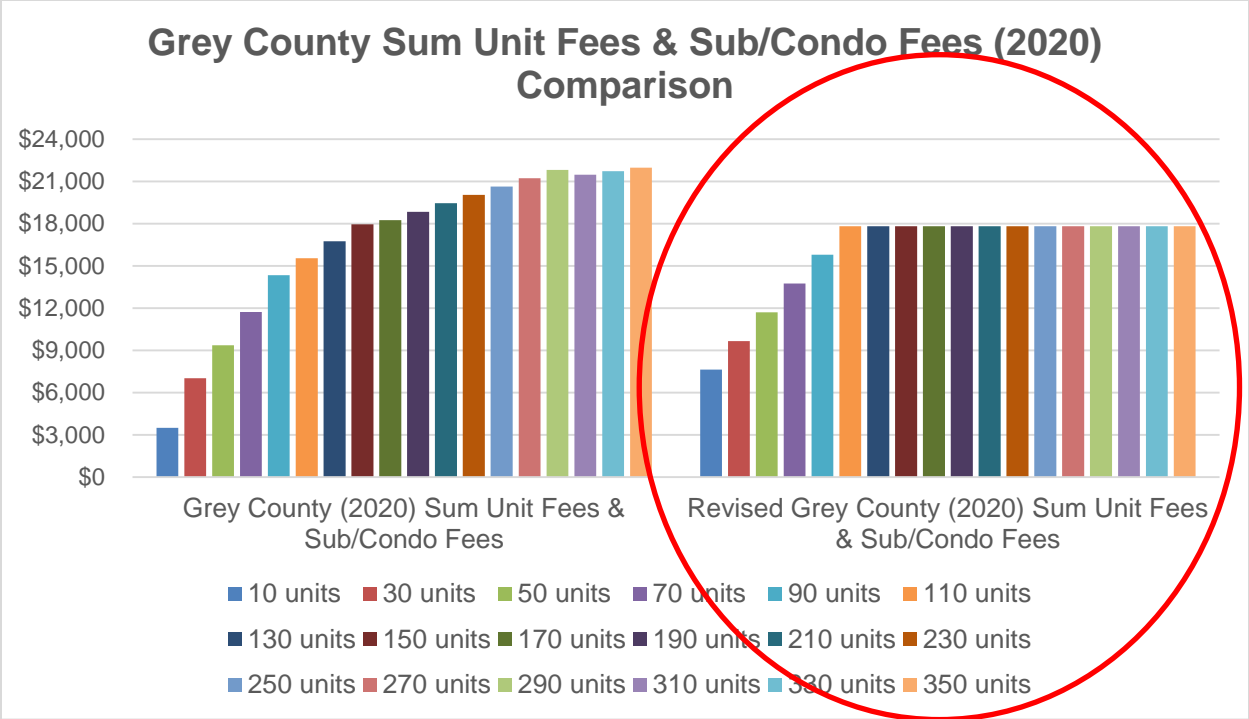
Section 391 of *The Municipal Act, 2001* requires every municipality to implement a Fees and Services By-law.

Financial and Resource Implications

Fees and services are implemented departmentally and included as part of the respective operating budgets annually.

With respect to the changes made to the Planning departments fees and services, staff are expecting to see a general increase in funds received for planning service and delivery. The two main sections staff are anticipating an increase in fees received pertains to Major County Official Plan Amendments and Subdivision/Condominium applications. Previous interpretations of major application types apply to those where a secondary plan or comprehensive review is required or where the OPA applies to more than a site-specific area. Minor applications have included the remainder of county official plan amendment application types regardless of the complexity of the file (i.e. larger site-specific development application types - pits/quarries, wineries, etc. and smaller development application types – facilitating lot additions or severances that do not meet the exact provisions of the Plan). Through this change in definition, there will likely be an increase in ‘Major’ County Official Plan Amendment application types, resulting in an increase in overall fees received.

When comparing the old fee schedule for subdivision/condominium applications to the newly proposed schedule, staff are aiming to eliminate a multiple-tiered financial framework where price continues to increase per lot/unit or block proposed, without a maximum fee limit. The revised fee proposal will result in an increase in fees collected for subdivision/condo applications with 148 units or less but will result in a decrease in fees collected for subdivision/condo applications larger than 148 units. As the subdivision/condo unit count continues to increase, the application processing requirements do not see a similar proportional increase.



It should be noted that fees will no longer be collected for municipally initiated County Official Plan Amendment applications, and there is a smaller peer review deposit required for Minor County OPA's.

Relevant Consultation

- Internal Senior Management Team, Finance department
- External none

Appendices and Attachments

Draft Fees and Services Schedule

COUNTY OF GREY - FEES AND SERVICE CHARGES SCHEDULES - TO BY-LAW 4735-11

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
Room Rental - County Building Non-Profit	Half Day Per Room	Yes	13%	\$88.50	\$41.54	\$400.04	Yes	Local municipalities exempt from this fee. Not For Profit no charges if used during regular business hours.
	Full Day Per Room	Yes	13%	\$177.50	\$23.08	\$200.58	Yes	
Room Rental - County Building Commercial	Half Day Per Room	Yes	13%	\$177.50	\$23.08	\$200.58	Yes	
	Full Day Per Room	Yes	13%	\$324.00	\$42.12	\$366.12	Yes	
Commissioning Documents	Each	Yes	13%	\$28.10	\$3.65	\$31.75	Yes	No charge if document relates to County business
Freedom of Information	Each	No	0%	\$5.00	\$0.00	\$5.00	Yes	Legislative Authority - Municipal Freedom of Information and Protection Act Section 24 (1)
Minor Exemption Application - Forestry Management	Each	No	0%	\$500.00	\$0.00	\$500.00	Yes	
N.S.F. Cheques	General NSF - Each	No	0%	\$41.25	\$0.00	\$41.25	Yes	Legislative Authority - Financial Administration Act Ontario Regulation 754/92
	POA NSF - Each	No	0%	\$35.00	\$0.00	\$35.00	Yes	
Photocopy/Scanned Image - 8 1/2" x 11" and 8 1/2" x 14" (black and white)	Each	Yes	13%	\$0.58	\$0.08	\$0.66	Yes	
Photocopy/Scanned Image - 11" x 17" (black and white)	Each	Yes	13%	\$0.74	\$0.10	\$0.84	Yes	
Colour Copies/Scanned Image - 8 1/2" x 11" and 8 1/2" x 14"	Each	Yes	13%	\$1.26	\$0.16	\$1.42	Yes	
Colour Copies/Scanned Image- 11" x 17"	Each	Yes	13%	\$2.40	\$0.31	\$2.71	Yes	
POA Copies	Not Requiring Certification - Per Page	No	0%	\$1.00	\$0.00	\$1.00	Yes	Legislative Authority - Ontario Court of Justice - Fees O. Reg. 210/07
	Requiring Certification - Per Page	No	0%	\$3.50	\$0.00	\$3.50	Yes	Legislative Authority - Ontario Court of Justice - Fees O. Reg. 210/07
Colour Maps - Large Size from Plotter	Each	Yes	13%	\$17.30	\$2.25	\$19.55	Yes	If necessary - Postage and Handling Fee of \$6.00 plus HST will be assessed
Black and White Maps from Plotter	Each	Yes	13%	\$11.35	\$1.48	\$12.83	Yes	If necessary - Postage and Handling Fee of \$6.00 plus HST will be assessed
Scanned Image greater than 11" x 17"	Each	Yes	13%	\$11.35	\$1.48	\$12.83	Yes	
Air Photo Plots (11" x 17" or smaller)	Each	Yes	13%	\$11.35	\$1.48	\$12.83	Yes	
Air Photo Plots (greater than 11" x 17")	Each	Yes	13%	\$33.50	\$4.36	\$37.86	Yes	If necessary - Postage and Handling Fee of \$6.00 plus HST will be assessed
Preparation of Digital Map File (PDF, jpeg, etc.)	Each	Yes	13%	\$44.35	\$4.48	\$42.83	Yes	Information available on GIS site for users to access
CD/DVD Fee	Each	Yes	13%	\$5.95	\$0.77	\$6.72	Yes	If necessary - Postage and Handling Fee of \$6.00 plus HST will be assessed - No longer used

COUNTY OF GREY - FEES AND SERVICE CHARGES SCHEDULES - TO BY-LAW 4735-11

								Subject to Late Payment Interest Charge
Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST		Special Notes
SCHEDULE "A" - GENERAL FEES								
Digital Georeferenced Air Photo Tiles	Per Tile	Yes	13%	Fee per tile charged in accordance with applicable SWOOP participation agreement	Variable	Variable - Based on number of tiles required (See Note)	Yes	Data is considered Open Data after the SWOOP agreement expires (historically 2 years)
LiDAR Data	Per Square Km	Yes	13%	Fee per square kilometre in accordance with Memorandum of Understanding with Grey Sauble Conservaton Authority and Town of The Blue Mountains	Variable	Fee per square kilometre in accordance with Memorandum of Understanding with Grey Sauble Conservaton Authority and Town of The Blue Mountains	Yes	No charge for sharing LiDAR data with local municipalities, for consultants doing work on behalf of County/local municipalities, and no charge if data is used for educational purposes. Any LiDAR requests within Town of The Blue Mountains will be referred to the Town.
Faxes	Each	Yes	13%	\$1.15	\$0.15	\$1.30	Yes	
Tender Packages	Each	Yes	13%	\$31.50	\$4.10	\$35.60	Yes	Hardcopy tender package including documents and large drawings
County Flag	Each	Yes	13%	Cost Recovery	\$0.00	Cost Recovery	Yes	
Rental Fees for Tenants on Communication Towers	Each Tower Monthly	Yes	13%	Variable - See Note	Variable	Variable - See Note	Yes	Monthly fee per Antenna connected to tower - \$60.00 x Height Factor plus HST Height Factor Adjustment for Antenna Fee: 300 feet or higher 2.0 200 feet or higher 1.5 100 feet or higher 1.25 Monthly fee for 8U of rack space and hydro - \$60.00 plus HST
Network Connection License - Municipalities	Each Annually	No	0%	Cost Recovery	\$0.00	Cost Recovery	Yes	Access to GIS site for external partners (municipal only)
Information Technology - lower tier support	Hour	No	0%	\$71.50	\$0.00	\$71.50	Yes	Based on 2007 salary and benefit costs plus 10% administration (municipal only). To be dealt with as requested via MOU
Information Technology - software	Each	No	0%	Cost Recovery	\$0.00	Cost Recovery	Yes	For lower tier municipalities in Grey County only
Defaulted Provincial Offences Fine	Each	Yes	13%	\$29.75	\$3.87	\$33.62	Yes	
Approved Community Improvement Plan Project - reducing and waiving fees/service charges	Each	No	0%	Variable - See Note	0.00%	Variable - See Note	N/A	For Community Improvement Projects that have been approved under a local municipal Community Improvement Plan that aligns with the County Community Improvement Plan Program, any fee or service charge in this By-law could be waived or reduced in accordance with the municipal Community Improvement Plan.

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to	Special Notes
							Late Payment Interest Charge	
SCHEDULE "B" - TRANSPORTATION								
Wide Load Permit - Single Use	Each	No	0%	\$29.80	\$0.00	\$29.80	Yes	
Wide Load Permit - Annual (calendar year)	Each	No	0%	\$117.50	\$0.00	\$117.50	Yes	
Entrance Permit - Residential	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	\$300.00 refundable upon completion and County approval
Entrance Permit - Field	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	\$300.00 refundable upon completion and County approval
Entrance Permit - Commercial	Each	No	0%	\$5,650.00	\$0.00	\$5,650.00	Yes	\$4,000.00 refundable upon completion and County approval
Entrance Permit - Change of Usage	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	\$300.00 refundable upon completion and County approval
Entrance Permit -Change of Design	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	\$300.00 refundable upon completion and County approval
Entrance Permit -Temporary	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	\$300.00 refundable upon completion and County approval
Encroachment Permit	Each	No	0%	\$565.00	\$0.00	\$565.00	Yes	Municipalities are exempt from Encroachment Permit fee
Single Guidepost Replacement Fee	Each	Yes	13%	\$158.00 Cost Recovery	Variable	Variable	Yes	
Guidepost Replacement Billing/Administration Fee	Each	Yes	13%	\$60.00 Cost Recovery	Variable	Variable	Yes	
Tire Pick Up (16" and under) Rims removed and clean	Each	Yes	13%	\$2.97	\$0.39	\$3.36	Yes	Service available within Grey County
Gravel testing at Chatsworth depot	Each Test	Yes	13%	\$47.50	\$6.18	\$53.68	Yes	Service available to other government agencies
Inspection for crack filling, asphalt resurfacing, etc.	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Sign manufacturing at Clarksburg Depot	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies; Depends on size, material, etc.
Survey and Design	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Bridge Maintenance and Repair	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Traffic Counts	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Bridge Inspection and Washing	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Snow Plow and Sanding Operations	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Service available to other government agencies
Accident Replacement Costs	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	
Mobile Speed Sign	Each	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	Fee is effective only for non-County roads
Tourism Signage: Initial cost sign cost	Each	Yes	13%	\$309.00	\$40.17	\$349.17	Yes	
Tourism Signage: Annual fee	Each	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	
Sign Permit - Billboard	Each Sign	No	0%	\$11.20/m ²	\$0.00	\$11.20/m ²	Yes	
Sign Permit - Location	Each Sign	No	0%	\$23.50/m ²	\$0.00	\$23.50/m ²	Yes	

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Subject to
Late
Payment
Interest
Charge

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "B" - TRANSPORTATION								
Training	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes	Fees will be determined for each training session directly relating to cost recovery.

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

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Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "C" - PARAMEDIC SERVICES							
Training	Each	Yes	13%	Cost Recovery	Variable	Yes	
Public Access Defibrillator Program	Each	Yes	13%	Cost Recovery	Variable	Yes	
Private Dedicated Coverage Fee for Events	Each	No	0%	Cost Recovery	Variable	Yes	Fees will be determined on an individual basis for each event directly relating to cost recovery

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

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Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "D" - HOUSING								
Minimum Rent and Maximum Rent	Each	No	0%	As determined from time to time by Provincial regulation	n/a	As determined from time to time by Provincial regulation	No	Legislative Authority - Housing Services Act and Residential Tenancies Act and Regulations
NSF Cheque	Each	No	0%	As determined from time to time by Provincial regulation	n/a	As determined from time to time by Provincial regulation	No	Legislative Authority - Housing Services Act and Residential Tenancies Act and Regulations
Transfer to another Unit within the same property without grounds or medical requirement	Each	No	0%	As determined from time to time by Provincial regulation \$250	n/a	As determined from time to time by Provincial regulation \$250	No	Legislative Authority - Housing Services Act and Residential Tenancies Act and Regulations
Coin laundry - Washers	Each	Yes	13%	\$1.77	\$0.23	\$2.00	No	Available in apartment buildings only.
Coin laundry - Dryers	Each	Yes	13%	\$1.77	\$0.23	\$2.00	No	Available in apartment buildings only.
Room Rental Common Rooms-Outside Organizations	Each	Yes	13%	\$44.25	\$5.75	\$50.00	No	replacement cost only
Replacement keys and fobs	Each	Yes	13%	\$8.85	\$1.15	\$10	No	replacement cost only
Lock Change	Each	Yes	13%	\$22.12	\$2.88	\$25	No	replacement cost only

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

							Subject to Late Payment Interest Charge
Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "E" - LONG TERM CARE							
Telephone	Each	No	0%	Cost Recovery	Cost Recovery	No	Home has bulk service and these charges to Residents may change based on market value
Cable Television	Each	No	0%	Cost Recovery	Cost Recovery	No	Home has bulk service and these charges to Residents may change based on market value
Accommodation Charges - minimum and maximum rent, rate reduction	Each	No	0%	Fee set by Province	Fee set by Province	Yes	Rate set by Province and adjusted annually, usually July 1 of each year. Legislative Authority - Long Term Care Homes Act and Regulations

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

							Subject to Late Payment Interest Charges	Special Notes
Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST		
SCHEDULE "F" - SOCIAL SERVICES								
Ontario Works Van Fee	One Way Trip	No	0%	\$8.90	\$0.00	\$8.90	No	Legislative Authority - Ontario Works Act or Ontario Disability Support Program Act
	Round Trip	No	0%	\$17.80	\$0.00	\$17.80	No	
Childcare Fee Subsidy Rates Range From	Per Day	No	0%	As determined from time to time by Provincial regulation		As determined from time to time by Provincial regulation	No	Effective November 1, 2017 provincial income testing sliding scale in use. Legislative Authority - Child Care and Early Years Act, 2014

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

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Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Special Notes
SCHEDULE "H" - PLANNING							
Copy of County of Grey Official Plan	Each	Yes	13%	\$60.00	\$7.80	\$67.80	Yes Hard Copy
Copy of Special Studies and Reports	Each	Yes	13%	Cost Recovery	Variable	Variable	Yes Copy costs and admin fee based on cost recovery
Re-Issue of Certificate of Consent	Each	No	0%	\$41.00	\$0.00	\$41.00	Yes Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Fee for Validation Order	Each	No	0%	\$600.00	\$0.00	\$600.00	Yes Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Fee for Power of Sale	Each	No	0%	\$600.00	\$0.00	\$600.00	Yes Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of Subdivision/Condominium up to 20 lots/units or blocks	Each Approval	No	0%	\$3,500.00	\$0.00	\$3,500.00	Yes \$5,000.00 deposit towards cost of Peer Review. \$500.00 non refundable fee if application is withdrawn during approval process prior to draft approval. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of Subdivision/Condominium up to 21 to 75 lots/units or blocks	Each Approval	No	0%	\$3,500.00 plus \$117.50 per lot/unit	\$0.00	\$3,500.00 plus \$117.50 per lot/unit	Yes \$5,000.00 deposit towards cost of Peer Review. \$500.00 non refundable fee if application is withdrawn during approval process prior to draft approval. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of Subdivision/Condominium 76 to 150 lots/units or blocks	Each Approval	No	0%	\$8,950.00 plus \$60.00 per lot/unit	\$0.00	\$8,950.00 plus \$60.00 per lot/unit	Yes \$5,000.00 deposit for Peer Review. \$500.00 non refundable fee if application is withdrawn during approval process prior to draft approval. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of Subdivision/Condominium 151 to 300 lots/units or blocks	Each Approval	No	0%	\$13,200.00 plus \$29.75 per lot/unit or block	\$0.00	\$13,200.00 plus \$29.75 per lot/unit or block	Yes \$5,000.00 deposit for Peer Review. \$500.00 non refundable fee if application is withdrawn during approval process prior to draft approval. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of subdivision/Condominium 301 or more lot/units or blocks	Each Approval	No	0%	\$17,750.00 plus \$12.05 per lot/unit or block	\$0.00	\$17,750.00 plus \$12.05 per lot/unit or block	Yes \$5,000.00 deposit for Peer Review. \$500.00 non refundable fee if application is withdrawn during approval process prior to draft approval. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of Plan of Subdivision/Condominium	Each Approval	No	No	\$6,610 base fee plus \$102 per lot/unit/block to a maximum additional fee of \$11,220 or a total maximum fee of \$17,830	\$0.00	\$6,610 base fee plus \$102 per lot/unit/block to a maximum additional fee of \$11,220 or a total maximum fee of \$17,830	Yes \$5,000 deposit for Peer Review. \$500 non-refundable fee if application is withdrawn during approval; process prior to draft approval. Legislative Authority Section 69 of the Planning Act, R.S.O. 1990 as amended. The additional fee for lots/blocks/units only applies to lots/blocks/units that are to be developed (i.e. blocks for stormwater management, roads, etc. are not included in the lot/unit/block count for the purposes of calculating the additional fee).
Exemption from Full Approval Process for certain condominium Applications	Each	No	0%	\$1,210.00	\$0.00	\$1,210.00	Yes Legislative Authority -Section 69 of the Planning Act, R.S.O. 1990, as amended
Circulation of Revised Documentation/Plans prior to Draft Approval of a Plan of Subdivision/Condominium	Each	No	0%	\$295.00	\$0.00	\$295.00	Yes Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended

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SCHEDULE "H" - PLANNING								
Major Draft Plan Revision	Each	No	0%	\$1,420.00	\$0.00	\$1,420.00	Yes	Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended. \$5,000 deposit for Peer Review may be requested by County Planning staff should the proposed changes potentially merit additional technical expertise for review.
Minor Draft Plan Revision	Each	No	0%	\$885.00	\$0.00	\$885.00	Yes	Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Stamping Fee for Final Approval of Plan of Subdivision/Condominium	Each	No	0%	\$1,190.00	\$0.00	\$1,190.00	Yes	Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Extension of Draft Approval	Each	No	0%	\$885.00	\$0.00	\$885.00	Yes	Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of By-Law to Remove Part Lot Control	Each	No	0%	\$295.00 plus \$117.50 per parcel created	\$0.00	\$295.00 plus \$117.50 per parcel created	Yes	Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
County Official Plan Amendment - Major	Each	No	0%	\$3,500.00	\$0.00	\$3,500.00	Yes	\$5,000 deposit for Peer Review. \$500.00 non-refundable if request does not proceed to Public Meeting. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended. Major includes applications with 3 or more technical study requirements such as, but not limited to a/an planning justification report, stormwater management report, traffic review, servicing review, environmental impact study, noise and vibration study, an archeological assessment report and/or a secondary plan or comprehensive review
County Official Plan Amendment - Minor (site specific)	Each	No	0%	\$1,750.00	\$0.00	\$1,750.00	Yes	\$5,000 \$2,000 deposit for Peer Review. \$500.00 non-refundable if request does not proceed to Public Meeting. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended. Minor includes applications with 2 or less technical studies such as, but not limited to a/an planning justification report, stormwater management report, traffic review, servicing review, environmental impact study, noise and vibration study, and/or an archeological assessment.
County Official Plan Amendment – if Municipality initiated – Major	Each	No	0%	\$2,400.00	\$0.00	\$2,400.00	Yes	\$500 non-refundable if request does not proceed to Public Meeting. Legislative Authority – Section 69 of the Planning Act, R.S.O. 1990, as amended
Approval of a Local Official Plan Amendment	Each	No	0%	885 \$1,100	\$0.00	\$1,100.00	Yes	If a County Official Plan Amendment is also required which is similar to the adopted local official plan amendment, the approval fee for a local official plan amendment will be waived. Legislative Authority - Section 69 of the Planning Act, R.S.O. 1990, as amended
County Official Plan Amendment – if Municipality initiated – (site specific)	Each	No	0%	\$1,190.00	\$0.00	\$1,190.00	Yes	\$500 non-refundable if request does not proceed to Public Meeting. Legislative Authority – Section 69 of the Planning Act, R.S.O. 1990, as amended
Retrieval of file from off-site storage	Each	Yes	13%	32.56 \$29.75	\$4.23	\$36.80	Yes	
Peer Review of Technical Studies/Reports	Each	No	0%	Cost Recovery	\$0.00	Cost Recovery	Yes	Cost Recovery and Admin Fee
Map Books	Each	Yes	13%	\$6.35	\$0.83	\$7.18	Yes	

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Subject to
Late
Payment
Interest
Charges

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charges	Special Notes
SCHEDULE "H" - PLANNING								
Roadside Development Signs	Each	Yes	13%	\$180.00	\$23.40	\$203.40	Yes	If the developer or proponent requires County staff to install the sign(s) on the subject property(ies) there will be an additional charge. This fee will equal the amount required to pay the hourly wage of transportation staff to install these signs.

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "G" - GREY ROOTS & TOURISM								
Research	Per Hour	Yes	13%	\$33.50	\$4.36	\$37.86	Yes	
Scanning	Per Image	Yes	13%	\$23.40	\$3.04	\$26.44	Yes	Members of a municipal history committee may, with an official letter from the municipality sponsoring the project, receive a 50% discount.
Copies of photos made off premise	Each	Yes	13%	\$35.25 plus cost of copy	Variable	\$39.83 plus cost of copy	Yes	
Admission-Non Member:	Adult	Yes	13%	\$8.00	\$1.04	\$9.04	Yes	
	Senior / Student	Yes	13%	\$6.00	\$0.78	\$6.78	Yes	Senior is defined as 65 years of age and older; Student is defined as Age 13+ or with ID
	Child	Yes	13%	\$4.00	\$0.52	\$4.52	Yes	Child is defined as 5-12 years of age
	Family	Yes	13%	\$20.00	\$2.60	\$22.60	Yes	Up to 2 adults and Dependent Children
	Adult + Village	Yes	13%	\$10.50	\$1.37	\$11.87	Yes	To begin in 2021, \$2.50 increase during Village operating season usually July - August
	Senior/Student + Village	Yes	13%	\$8.50	\$1.11	\$9.61	Yes	To begin in 2021, \$2.50 increase during Village operating season usually July - August
	Child + Village	Yes	13%	\$6.50	\$0.85	\$7.35	Yes	To begin in 2021, \$2.50 increase during Village operating season usually July - August
	Family + Village	Yes	13%	\$27.50	\$3.58	\$31.08	Yes	To begin in 2021, \$7.50 increase during Village operating season usually July - August
	Archives only: 3 Day Consecutive Pass	Yes	13%	\$15.00	\$1.95	\$16.95	Yes	Per person
	Archives only - Adult	Yes	13%	\$6.00	\$0.78	\$6.78	Yes	Per person
	Archives only - Senior	Yes	13%	\$5.00	\$0.65	\$5.65	Yes	Per person
	Special Event	Yes	13%	Variable	Variable	Variable	Yes	Per person
Group Admissions:	Adults: With Guide	Yes	13%	\$8.00	\$1.04	\$9.04	Yes	Per person - Minimum guided size is 15 people.
	Adult Group: No Guide	Yes	13%	\$6.00	\$0.78	\$6.78	Yes	Per person - Minimum guided size is 15 people, booked in advance
	Seniors: With Guide	Yes	13%	\$6.00	\$0.78	\$6.78	Yes	Per person
	Seniors' Groups: No Guide	Yes	13%	\$5.00	\$0.65	\$5.65	Yes	Per person - Minimum guided size is 15 people, booked in advance
	Educational Groups	Yes	13%	\$5.00	\$0.65	\$5.65	Yes	Per person - Minimum guided size is 15 people. Children's educational groups require 1 chaperone (free of charge) per 6 children. Educational groups also include Colleges, Adult Learning Centers & Universities
	Educational: No Guide	Yes	13%	\$5.00	\$0.65	\$5.65	Yes	Per person
	Children's Groups: With Guide	Yes	13%	\$5.00	\$0.65	\$5.65	Yes	Per child - Minimum guided group is 15 children. Outside daycamps or daycares, other children's groups
	Off-site and Digital education programming	Yes	13%	Variable	Variable	Variable	Yes	Proposed new education program to provide (socially distanced) programs offsite, either in-person or online.
	Children's Groups Without Guide	Yes	13%	\$3.50	\$0.46	\$3.96	Yes	Per child - Outside daycamps or daycares, other children's groups. Children's educational groups require chaperones (free of charge) as per required program ratios
KidsCamp:								
Member	Daily Rate	No	0%	\$28.50	\$0.00	\$28.50	Yes	Per child
Non Member	Daily Rate	No	0%	\$31.00	\$0.00	\$31.00	Yes	Per child
Member	Full Week	No	0%	\$125.00	\$0.00	\$125.00	Yes	Per child
Non Member	Full Week	No	0%	\$145.00	\$0.00	\$145.00	Yes	Per child
Member	Four-Day Week	No	0%	\$100.00	\$0.00	\$100.00	Yes	Per child
Non Member	Four-Day Week	No	0%	\$116.00	\$0.00	\$116.00	Yes	Per child
Member	7 PA Day Bundle	No	0%	\$165.00	\$0.00	\$165.00	Yes	Per child
Non Member	7 PA Day Bundle	No	0%	\$186.00	\$0.00	\$186.00	Yes	Per child
Early Drop Off Fee	Per Half Hour	No	0%	\$3.00	\$0.00	\$3.00	Yes	Per child: Early drop off 8:30 a.m. to 9:00 a.m.
Birthday Parties:	Non members	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	Up to 10 children - \$12.00/Additional Child plus HST, 1 Adult required no charge
	Members	Yes	13%	\$105.50	\$13.72	\$119.22	Yes	Up to 10 children - \$10.80/Additional Child plus HST, 1 Adult required no charge
Birthday Parties:	Non members	Yes	13%	\$150.00	\$19.50	\$169.50	Yes	Up to 10 children - \$12.00/Additional Child plus HST, 2 Adult required no charge, additional adults/seniors at regular rates. (Cost recovery)
	Members	Yes	13%	\$135.00	\$17.55	\$152.55	Yes	Up to 10 children - \$10.80/Additional Child plus HST, 2 Adult required no charge, additional adults/seniors at regular rates. (Cost recovery)
Memberships:	Adult	Yes	13%	\$40.00	\$5.20	\$45.20	Yes	
	Senior / Student	Yes	13%	\$30.00	\$3.90	\$33.90	Yes	Senior is defined as 65 years of age and older. Student is defined as Age 13+ or with ID
	Family	Yes	13%	\$60.00	\$7.80	\$67.80	Yes	2 Adults and dependent children
	Group	Yes	13%	\$110.00	\$14.30	\$124.30	Yes	Group membership is defined as an organized association or a business
	Corporate	Yes	13%	\$250.00	\$32.50	\$282.50	Yes	Corporate membership is defined as a business or for-profit organization

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "G" - GREY ROOTS & TOURISM								
Room Rentals:								
Boardroom Day: Non Profit	Half Day	Yes	13%	\$60.00	\$7.80	\$67.80	Yes	Local municipalities are exempt from Day rental fees
	Full Day	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	
Boardroom Day: Commercial	Half Day	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	An average rate of \$12.00 per 1/2 hour plus HST will be charged
	Full Day	Yes	13%	\$177.50	\$23.08	\$200.58	Yes	
Delton Becker Rm & Theatre Day: Non Profit	Half Day	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	
	Full Day	Yes	13%	\$237.00	\$30.81	\$267.81	Yes	
Delton Becker Rm & Theatre Day: Commercial	Half Day	Yes	13%	\$177.50	\$23.08	\$200.58	Yes	
	Full Day	Yes	13%	\$324.00	\$42.12	\$366.12	Yes	
Delton Becker Rm or Theatre + Foyer Evening: Commercial	Per Evening	Yes	13%	\$360.00	\$46.80	\$406.80	Yes	Cost Recovery. An evening rental is defined as 5pm - 9pm OR 6pm - 10pm. An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site for more than 4 hours. Rate also applies to weekends outside of regular hours.
Delton Becker Rm or Theatre + Foyer Evening: Non Profit	Per Evening	Yes	13%	\$300.00	\$39.00	\$339.00	Yes	Cost Recovery. An evening rental is defined as 5pm - 9pm OR 6pm - 10pm. An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site for more than 4 hours. Rate also applies to weekends outside of regular hours.
Delton Becker Rm or Theatre Evening: Non Profit	Per Evening	Yes	13%	\$250.00	\$32.50	\$282.50	Yes	Cost Recovery. An evening rental is defined as 5pm - 9pm OR 6pm - 10pm. An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site for more than 4 hours. Rate also applies to weekends outside of regular hours.
Delton Becker Rm or Theatre Evening: Commercial	Per Evening	Yes	13%	\$300.00	\$39.00	\$339.00	Yes	Cost Recovery. An evening rental is defined as 5pm - 9pm OR 6pm - 10pm. An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site for more than 4 hours. Rate also applies to weekends outside of regular hours.
Full Museum Rental	Per Evening	Yes	13%	\$800.00	\$104.00	\$904.00	Yes	Proposed new category to allow for large receptions at Grey Roots. Includes use of foyer, main exhibit gallery and theatre. An evening rental is defined as 5pm - 9pm OR 6pm - 10pm. An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site for more than 4 hours. Rate also applies to weekends outside of regular hours.
Kitchen Rental - non profit	Per Day	Yes	13%	\$50.00	\$6.50	\$56.50	Yes	Proposed new category to allow local businesses and non-profits access to the lobby café for occasional use. During regular hours only.
Kitchen Rental - corporate	Per Day	Yes	13%	\$75.00	\$9.75	\$84.75	Yes	Proposed new category to allow local businesses and non-profits access to the lobby café for occasional use. During regular hours only.
Theatre Evening: Non-Profit	Per Evening	Yes	13%	\$237.00	\$30.81	\$267.81	Yes	An evening rental is defined as 5pm - 9pm OR 6pm - 10pm
Theatre Evening: Commercial	Per Evening	Yes	13%	\$355.00	\$46.15	\$401.15	Yes	An average rate of \$60.00 per 1/2 hour plus HST will be charged if Grey Roots staff are on-site
Delton Becker Rm Evening: Non Profit	Per Evening	Yes	13%	\$117.50	\$15.28	\$132.78	Yes	no longer offered due to fire regulations
Delton Becker Rm Evening: Commercial	Per Evening	Yes	13%	\$177.50	\$23.08	\$200.58	Yes	no longer offered due to fire regulations
Travelling Exhibit Cancellations:	6 - 9 Month's Notice	Yes	13%	\$555.00	\$72.15	\$627.15	Yes	No charge 9 months to one year before scheduled opening
	3 - 6 Month's Notice	Yes	13%	\$1,110.00	\$144.30	\$1,254.30	Yes	
	1 - 3 Month's Notice	Yes	13%	\$1,675.00	\$217.75	\$1,892.75	Yes	
	Less than 1 Month Notice	Yes	13%	\$2,175.00	\$282.75	\$2,457.75	Yes	
Exhibition Fees:								
Labour, Material & Fees, Damaged Materials	Per Hour (Current Market Value)	Yes	13%	\$40.00	\$5.20	\$45.20	Yes	Cost recovery.
Storage Fees:								
15-30 Days Storage	Per Day	Yes	13%	\$55.00	\$7.15	\$62.15	Yes	No charge for first 15 days, after 30 days becomes property of Grey Roots.
Tourism:								
Tourism - Television Opportunities (i.e., Norther Experience)	Per Minute	Yes	13%	Cost Recovery	Variable	Variable	Yes	Cost recovery based on cost per minute
Tourism - Travel Shows (i.e., Cottage Life, Canada Blooms, Outdoor Adventure Show, Snowmobile Show, and Travel & Leisure Show)	Brochures	Yes	13%	\$237.00	\$30.81	\$267.81	Yes	Fee structure for Local Municipalities of the County of Grey: \$237.00 to send brochure to 3 shows (plus HST) & \$471.00 to send book to 1 show (plus HST)
	Book	Yes	13%	\$471.00	\$61.23	\$532.23	Yes	

COUNTY OF GREY - FEES AND SERVICE SCHEDULES - TO BY-LAW 4735-11

Item Description	Unit	HST Applicable	Applicable Tax Rate	2020 Base Fee	HST on 2020 Base Fee	2020 Fee Including HST	2020 Base Fee Increase over 2019 Base Fee	Subject to Late Payment Interest Charge	Special Notes
SCHEDULE "I" - Economic Development-Sydenham									
Parking Daily	Daily	Yes	13%	\$ 6.19	\$ 0.81	\$ 7.00		Yes	New fees in 2020
Locker Rental	Monthly	Yes	13%	\$ 10.00	\$ 1.30	\$ 11.30		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
Hot Desk	Daily	Yes	13%	\$ 10.00	\$ 1.30	\$ 11.30		Yes	New fees in 2020
	Monthly	Yes	13%	\$ 150.00	\$ 19.50	\$ 169.50		Yes	New fees in 2020
Gym Rental	Per Use	Yes	13%	\$ 150.00	\$ 19.50	\$ 169.50		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
	4 per month	Yes	13%	\$ 250.00	\$ 32.50	\$ 282.50		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
	12 per quarter	Yes	13%	\$ 600.00	\$ 78.00	\$ 678.00		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
Classroom Training Rental	Per Use	Yes	13%	\$ 50.00	\$ 6.50	\$ 56.50		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
	4 per Month	Yes	13%	\$ 125.00	\$ 16.25	\$ 141.25		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
Classroom Rental	Per Use	Yes	13%	\$ 75.00	\$ 9.75	\$ 84.75		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
	4 per month	Yes	13%	\$ 200.00	\$ 26.00	\$ 226.00		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
Long Term Classroom Lease	Sq. Ft.	Yes	13%	\$ 12.00	\$ 1.56	\$ 13.56		Yes	As per lease agreement. Market rate.
Fabrication Lab Membership	Monthly	Yes	13%	\$ 25.00	\$ 3.25	\$ 28.25		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start
Green Space Field Rental	Per Use	Yes	13%	\$ 25.00	\$ 3.25	\$ 28.25		Yes	New fees in 2020, to be reviewed annually. Intentionally low to start