



Town of Petrolia

Municipal Fee Schedule 2021

Council Resolution #

C-16-12/14/2020

SCHEDULE "A" Effective January 1, 2021

HILLSDALE CEMETERY

Tariff of Charges (all rates subject to HST)



Sale of Interment Rights (3040-0104)							
Section	Type	Size	Interment Rights		Care & Maintenance	Total Price per grave/niche	
			Resident	Non-resident		Resident	Non-resident
C	Adult / Child	3'4" x 10'	\$600	\$700	\$250 res \$280 non	\$850	\$980
D	Niche	11 1/2" x 15" x 12" h	\$1500	\$1600	\$225 res \$240 non	\$1725	\$1840

Interment/Disinterment Charges (3040-0102)						
	Monday to Friday before 3 p.m		Saturday		Statutory Holiday	
	Resident	Non-resident	Resident	Non-resident	Resident	Non-resident
Adult	\$750	\$850	\$875	\$975	\$1100	\$1200
Cremains	\$375	\$475	\$450	\$550	\$750	\$850
Child (casket size 5' x 2')	No fee					
Baby (casket size 27" x 12")	No fee					
Mausoleum	\$575	\$675	\$675	\$775	\$900	\$1000
Niche	\$250	\$350	\$375	\$475	\$675	\$775
After 3pm surcharge \$75.00 per half hour for funerals arriving after 3:00 pm						
Winter Burial Surcharge \$125.00 between December 1 st and April 1 st						
Sunday Burials <i>by Medical Order only</i> , rates will reflect the Statutory Holiday fee schedule						
Additional Fees will apply for Disinterment including Ministry fees						

Setting fee for Monuments and Markers					
Type		Setting Fee (3040-0103)	Care & Maintenance (2700-0005)		Total Fee
			Under 4 Cubic Feet	Over 4 Cubic Feet	
<i>Upright:</i>	Section A & B	\$315	\$100	\$200	As calculated
	Section C	\$315	\$100	\$200	As calculated
	Single	\$150	\$50		\$200
<i>Flat Marker:</i>	Double	\$175	\$50		\$225
	Foot Marker (no cement)	\$70	N/A		\$70
<i>Cremation Marker:</i>	Single	\$125	\$50		\$175
	Double	\$150	\$50		\$200
<i>Niche Tablet:</i>		\$75	N/A		\$75

Other Charges (3040-0105)

Non-funeral home arrangement fee **\$250**
 Any other Municipal Staff services required (i.e. 'mock' burials)—minimum 2 hour charge, plus equipment charge
 Rates as set each year by Council

Transfer Fee

For all services and documents in connection with transfer of interment rights **\$100**
 Rights to Succession (Administration Fee) **\$100** per request

SCHEDULE "B-1"



VICTORIA HALL RATES 2021

All fees are subject to HST

Code 01-3073-1501		Commercial (for Profit)	Corporate (not-for-profit)	Schools	Community & Volunteer Groups
THEATRE RATES					
Theatre Auditorium	per day	\$1,155.00	\$800.00	\$400.00	\$630.00
Theatre Auditorium	per week	n/a	n/a	n/a	\$2,250.00
House Manager *	per hour	\$21.00	No Charge	No Charge	No Charge
House Technician *	per hour	\$21.00	No Charge	No Charge	No Charge
Usher *	per hour	\$21.00	No Charge	No Charge	No Charge
<i>* When renting the auditorium, these staff are required</i>					
LOBBY RATES					
After hours (after 4:30 & weekends)	per hour	\$50.00	\$50.00	\$25.00	\$35.00
Half Day (up to 4 hours)	per 4 hours	\$150.00	\$150.00	\$100.00	\$125.00
Full Day (8:30 a.m. to 4:30 p.m.)	per day	\$200.00	\$200.00	\$200.00	\$200.00
<i>Bar Services are NO CHARGE</i>					
<i>When renting the auditorium, there is no charge for the lobby rental</i>					
<i>Includes set-up & tear-down and use of kitchen facility if using a caterer</i>					
<i>Renter is responsible for cleanliness</i>					
THEATRE RENTAL FOR FILM PURPOSES					
Theatre and Lobby	per film	\$200.00	\$200.00	\$200.00	\$200.00
2 Front of House Staff	per film	\$120.00	\$120.00	\$120.00	\$120.00
1 Technician	per film	\$80.00	\$80.00	\$80.00	\$80.00
TOTAL	per film	\$400.00	\$400.00	\$400.00	\$400.00
MacFARLANE ROOM / COUNCIL CHAMBERS					
After hours (after 4:30 & weekends)	per hour	\$35.00	\$35.00	\$35.00	\$35.00
Half Day (up to 4 hours)	per 4 hours	\$60.00	\$60.00	\$60.00	\$60.00
Full Day (8:30 a.m. to 4:30 p.m.)	per day	\$110.00	\$110.00	\$110.00	\$110.00

*Community Rate: applicable for all Residents or Businesses in the Town of Petrolia

AN ADMIN FEE MAY BE CHARGED AT STAFF DISCRETION FOR ADDITIONAL SERVICES

INSURANCE – ALL RENTALS MUST PURCHASE OR PROVIDE PROOF OF \$2 MILLION LIABILITY INSURANCE

***RATES ARE SUBJECT TO REVIEW**

SCHEDULE "B-2"

VICTORIA HALL EQUIPMENT RENTAL RATES 2021

(Based on availability)

LIGHTING

Description	Price	HST applicable
Christie Projector and Screen	\$75.00	Y
ETC Ion Console w/ Fader Wing and 2 Monitors	\$ -	Y
96 ETC Dimmers + 11 House Dimmers	\$ -	Y
6 Macroh LED Tri Bars (Cyc)	\$ -	Y
4 ETC ColorSource Cyc	\$ -	Y
28 Colorado Tri Tour	\$30.00 per instrument	Y
4 Martin Auras	\$30.00 per instrument	Y
4 Source 4 Lustr	\$ -	Y
8 Source 4ward LED	\$ -	Y
4 Optisplitters	\$ -	Y
22 Source 4 Jrs	\$ -	Y
24 Source 4s	\$ -	Y
2 Lycian Midget HP Followspots	\$20.00 per instrument + cost of additional technician (if not providing own operator)	Y
Radiance Hazer & Fan	\$20.00	Y
Mirror Ball + SR & SL Lights	\$20.00	Y
Cyc Star Cloth	\$20.00	Y
12 Iris'	\$ -	Y
Terminators (3 & 5 pin)	\$ -	Y
Turnarounds (3 to 5 & 5 to 3)	\$ -	Y

AUDIO

FRONT OF HOUSE	Price	HST applicable
1 SoundCraft Si Expression 3 (w. Compact Stage Box)	\$ -	Y
2 Crown Xti 4002 Power Amp	\$ -	Y
2 JBL VRX118S Subs (hung L & R)	\$ -	Y
4 JBL VRX928LA Full Range (hung L & R)	\$ -	Y

SCHEDULE "B-2"

VICTORIA HALL EQUIPMENT RENTAL RATES 2020

(Based on availability)

AUDIO (Continued)

MICROPHONES/DI	Price	HST applicable
8 Shure SM58 ** to confirm	\$15 per mic	Y
3 Shure SM57 ** to confirm	\$15 per mic	Y
1 Sennheiser e699 Drum Mic Kit	\$35.00	Y
1 Shure Beta 52A	\$15.00	Y
2 Shure SM81 Condenser	\$15.00 per mic	Y
6 DI Boxes **to confirm		
MONITORS	Price	HST applicable
1 QSC CX404 (4 Channel) Power Amp	\$ -	Y
1 Peavey CS400X (2 Channel) Power Amp	\$ -	Y
4 EAW 12" Monitor Wedge	\$ 15 per wedge	Y
2 EAW 15" Monitor Wedge (side wash)	\$15.00	Y
PIANO	Price	HST applicable
Grand Piano <i>The tenant is responsible for the cost of tuning of the piano, which will be arranged by the theatre. ONLY AVAILABLE IN THEATRE</i>	\$85	Y
Piano Tuning	\$126.00	Y

ADDITIONAL SUPPLIES AND FEES

Description	Price	HST applicable
Gaff Tape	\$20.00 per roll	Y
Construction Materials	Cost plus 10%	Y
Glow Tape	\$3.00 per foot	Y
Installation of Backdrops	\$45.00	Y
Removal of Cyclorama	\$45.00	Y

SCHEDULE "C"



PARKS AND RECREATION RATES 2021

ALL RENTALS MUST HAVE: Contract, Liability Insurance & Special Events Permit approvals in place

PARKS

Victoria Park is at Council's and Directors Discretion. Crescent Park is closed as a passive park. All other parks are used as public parks. The usage of the parks for any form of instructing and/or profit is strictly forbidden without the written consent of the Town of Petrolia. Any fees associated with this type of rental are based on an hourly rate of \$85.00 and the contract holder must provide \$5 million dollars in liability insurance naming the Town as additional insured.

BALL DIAMONDS (3072-1403)			HST applicable	
Minor Baseball	\$950.00	Per season	N	
Recreational Ball	\$30.00	Per game, per diamond	Y	
Minor Ball - Regular	\$24.00	Per game, per diamond	N	
Full Season League	\$26.00	Per game for full season (May to Sept)	Y	
Tournament – Contract		Call for Pricing	Y	
Rentals	Diamond 1	\$55.00	Per game (2 Hour Block)	Y
	Diamond 2, 3	\$50.00	Per game, per diamond (2 Hour Block)	Y
	Kerr Diamond	\$45.00	Per game (2 Hour Block)	Y
School Rental	\$22.00	Per game, per diamond (2 Hour Block)	Y	

SPORTS FIELDS (3072-1405)			HST applicable	
Minor Soccer	\$2,300.00	Per season	N	
School Rental	\$15.00	Per pitch, per day	Y	
Pitch Rental	Regular	\$40.00	Per match	Y
	Day Rental	\$200.00	Flat rate per day	Y
	Mini	\$20.00	Per match	Y
Week Camps	\$185.00	Flat Rate (8am – 5pm) <small>*applies only to PMSA</small>	Y	
Adult Soccer	\$40.00	Per pitch – 2 hour block	Y	

BLACKTOP BASEBALL (3069-1031)

Registration Fee	\$30.00		included
Blacktop Baseball is an adapted baseball program for people with disabilities with the focus on fun, participation, and basic skill development. Takes place at Kerr Park ball diamond mid-May through mid-August.			

SCHEDULE "C"

PARKS AND RECREATION RATES 2021 (Cont'd)

PICNIC AREAS (3072-1401)

HST
applicable

Covered Bridge	Full Day Wedding	\$300.00	Blocked All Day	Y
	Half Day Wedding	\$150.00	Blocked 4.5 Hours	Y
	Pictures	\$60.00	Blocked 2.5 Hours	Y

MISCELLANEOUS

HST
applicable

Victoria Park Bandshell	\$15.00	Per hour, No Hydro	Y
	\$25.00	Per hour, W/ Hydro	Y
Picnic Tables Rentals	\$12.00	Per table Must pick up and return. Delivery available at an additional charge	Y
Labour	Please refer to schedule "K"		
Stage	Call for Pricing and Availability		Y
Fencing	Call for Pricing and Availability		Y
Trailer	Call for Pricing and Availability		Y
Outdoor Tents	Call for Pricing and Availability		Y
Bar Supplies	Call for Pricing and Availability		Y
BBQ	Call for Pricing and Availability		Y
Misc. Town Items	Call for Pricing and Availability		Y

SCHEDULE "D"



GREENWOOD RECREATION CENTRE

- > The facility rates DO NOT include ReSound fees which must be collected under the Copyright Act for the use of live music or recorded music. It is the responsibility of the Renter to remit these fees directly to ReSound.
- > All rates and schedules subject to change at Council direction.

ICE RATES (3065-0607)	Effective Sept 1 2021		HST applicable
Minor Sports	\$123.00	per hour	Y
Prime Time Mon-Fri: 4pm-12am Sat-Sun: All Day PD Days & Holidays	\$165.00	per hour	Y
Non-Prime Time Mon-Fri: 8:30am-2:30pm	\$113.00	per hour	Y
Last Minute Ice	\$100.00	per hour	Y
Public Skating (3065-0608)	\$3.00	per person	included
	\$6.00	per family (3 or more)	included
Moms, Pops & Tots	Free	under 6 years of age	
	\$3.00	per skater	included
Adult Skate	\$3.00	per skater	included

MEZZANINE RATES (3065-0601)				HST applicable	
Rental Rate:	Regular set-up with preset Bar Style Tables and Chairs				
Commercial	\$40.00	per hour	\$45.00	per hour w/kitchen	Y
Not-for-Profit Group	\$30.00	per hour	\$35.00	per hour w/kitchen	Y
School / Community Grp.	\$20.00	per hour	\$25.00	per hour w/kitchen	Y
Table & Chair Set-up:	Usage of facility Tables & Chairs				
Commercial	<i>plus</i> \$20.00	flat fee			Y
Not-for-Profit Group	<i>plus</i> \$15.00	flat fee			Y
School / Community Grp.	<i>plus</i> \$10.00	flat fee			Y

FLOOR RATES-Summer: (3065-0606)				HST applicable	
Arena Floor Minor	\$65.00	per hour	\$240.00	half day	Y
Arena Floor Adults	\$70.00	per hour	\$480.00	full day	Y
Main Floor Kitchen:	\$100.00	(4-hour block)	Not available during ice season		Y
Mezzanine Kitchen	\$75.00	(4-hour block)	Subject to availability		Y

SCHEDULE “D”

GREENWOOD RECREATION CENTRE (Cont’d)

OTHER: (3065-0603)		September 1 2021 - August 31 2022		HST applicable
Arena Sign Advertising	Rink Board (at sides)	\$460.00	Per year	Included
	Rink Board (corner)	\$660.00	Per year	Included
	Home Bench	\$1000.00	Per year	Included
	Visitors Bench	\$1000.00	Per year	Included
	Wall Sign	\$160.00	Per year	Included
	Press Box	\$660.00	Per year	Included
All other advertising is at the discretion of the Director of Community Services & Director of Marketing and Communications, and all material must be approved that is posted on the inside or outside of the building. Any costs to change the artwork will be the responsibility of the advertiser (i.e. name change, logo change, address change, etc.)				
Non-Resident Arena User Fee		\$100.00	Per registrant Per year	N

SCHEDULE "E"



PETROLIA FARMERS' MARKET

MAY – OCT 2021

(SUBJECT TO CHANGE UPON COUNCIL DIRECTION)

(3076-0001)	Full Season (21 weeks)	Daily (per week)		HST applicable
Stall / Booth Rental	\$453.00	\$24.00		Y
Hydro	\$60.00	\$5.00		Y
Water	\$60.00	\$5.00		Y
Insurance (\$2M liability)	\$95.00	\$5.00	must be purchased or provided	Y

Registration Fee – A non-refundable fee of \$8.85 per season plus HST applies to all participants listed within the categories of section 9 – 10 – 11 of the Rules and Regulations of the Petrolia Farmers' Market posted on the Town website.

Booth/Stall (Daily) Fees – Fees are payable each day of market upon arrival and prior to selling, please submit payment to the Market Coordinator who will ensure your payment is applied to your A/R account

Booth/Stall (Season) Fees - Full Season fees are based on number of weeks the Market will operate in the specified year and are discounted about 10% from daily fees. Full Season fees are payable in advance of the 1st Market Day at the Petrolia Municipal Office.

Interest Fee on Unpaid Accounts - Any fees that are invoiced to the Vendor will be done through the Town of Petrolia accounts receivable and are subject to monthly interest at 1.25% of outstanding balance.

Special Markets – Please contact the Director of Community services at the Petrolia Municipal Office for pricing and registration for Special Markets.

Refund Policy. Registration, daily booth /stall and hydro / water usage fees are non-refundable. The Season and *Special Market* fees may be refundable, for valid reasons, on approval by the Director of Community Services of the Town of Petrolia. Refunds will be pro-rated according to Market days remaining. No administration fee will be applied in producing approved refunds. If a Vendor is suspended or expelled from the Market, no refunds of any kind will be returned.

KERR CAFÉ BUILDING & MARKET AREA

	Commercial	Not-for-Profit Group	School / Community Group		HST applicable
Building Only - 4 round picnic tables & benches	\$25.00	\$15.00	\$10.00	Per 2 hrs Block	Y
Building Only - 5 square tables (6'L) & 25 chairs max.	\$28.00	\$18.00	\$13.00	Per 2 hrs Block	Y
Building & Common Area* - 4 round picnic tables & benches	\$27.00	\$17.00	\$12.00	Per 2 hrs Block	Y
Building & Common Area* - 5 square tables (6'L) & 25 chairs max.	\$30.00	\$20.00	\$15.00	Per 2 hrs Block	Y

SCHEDULE "F"

ADMINISTRATIVE & OTHER FEES 2021

HST is not applicable unless otherwise noted



MISCELLANEOUS

3068-0903	Tax Certificates	\$50.00	
3068-0921	Tax Arrears Fee (<i>letters delivered by mail, registered mail or By-Law Officer</i>)	\$25.00	
3068-0921	Tax Statement Mailing Fee	\$5.00	
3068-0921	Tax Bill / Tax Statement Reprint Fee	\$5.00	
3068-0921	Tax Registration Admin Fee	\$25.00	
2230-0001	Tax Registration Fees - billed out at cost as per <i>Realtax*</i> fee schedule 2021 <i>*Realtax is an outside firm that is used to conduct tax registration processes for the Town</i>	at cost	
4070-0501	By-Law Enforcement - County of Lambton inspection, follow-up, property standards and tidy yard by-law enforcement (including long grass) billed to homeowner at cost	at cost	
3068-0921	NSF / Refund Cheques	\$35.00	
3069-1012	Compost Pass	under review	
3069-1011	Blue Box (HST is included)	\$22.00	
3069-1011	Garbage Bag Tags (HST is included)	\$5.00	each
4021-0320	Integrity Commissioner Filing Fee (<i>payable in Trust to Aird & Berlis LLP by cheque only</i>) <i>* Fee is refundable if the application is found not to be frivolous or vexatious</i>	\$125.00	
3068-0915	Death Registration	\$10.00	
3067-0802	Certificate of Compliance	\$50.00	
3067-0802	Registration of Document to Title	\$400.00	
3067-0802	Remove Registration of Document to Title	\$250.00	
3060-0101	Special Events / Open Burning Permit Fee	\$50.00	

SIGNATURE

3068-0915	Commissioner of Oath	\$0.00 Resident	\$35.00 Non-Resident
3068-0915	Certified True Copy	\$10.00 Resident	\$25.00 Non-Resident

MARRIAGE CEREMONY (full payment required at time of booking, non-refundable)

3068-0919	During Business Hours (9:00 a.m. - 3:30 p.m. on day Town office is open for business) PLUS HST	\$175.00 Resident	\$200.00 Non-Resident
3068-0919	After Business Hours (any time other than 'open business' hours as per above) PLUS HST	\$275.00 Resident	\$300.00 Non-Resident
3068-0919	Rehearsal PLUS HST	\$50.00/hr Resident	\$60.00/hr Non-Resident
3068-0919	Officiant travel outside of Petrolia for ceremony PLUS HST	\$0.54/km Resident	\$0.54/km Non-Resident
3068-0920	Marriage Licence (not included with Ceremony Fee)	\$130.00 Resident	\$145.00 Non-Resident

SCHEDULE "F"

ADMINISTRATIVE & OTHER FEES 2021

HST is not applicable unless otherwise noted



ANIMAL LICENCE

3060-0103	First Dog	\$30.00	due Jan 31
3060-0103	Second Dog	\$60.00	due Jan 31
	* every licence purchased after due date is subject to 50% surcharge		

BUSINESS LICENCE

3060-0101	Transient Trader	\$1,000.00	one time fee
3060-0101	New Business*	\$200.00	one time fee
3060-0101	Taxi Licence (MOE certification to be provided yearly)	\$150.00	yearly
3060-0101	Auctioneers	\$300.00	yearly
3060-0101	Mobile Canteen	\$200.00	one time fee
3060-0101	Transfer of Ownership	\$200.00	one time fee
3060-0101	Transfer of Location (same owner) *inspections of new location required	No Fee	
	<i>*inspection fees, (fire, health, & building) if required are in addition to licence fee, payable to issuing agency</i>		

LOTTERY LICENCE

3060-0101	Raffle Bingo Licence (min \$25.00 charge)	3% of Total Prize Value	
3060-0101	Break Open Tickets Licence	3% of Total Prize Value	
3060-0101	Non-Profit / Charity Organizations (<i>funds benefit Petrolia Residents</i>)	No Fee	
3060-0101	Administration Fee (<i>approval of licence from outside the Town of Petrolia</i>)	\$50.00	

MEMORIAL TREES & BENCHES

2310-0114	Memorial Tree - one tree with recognition plaque	\$200.00	
3070-1111	Memorial Park Bench - one bench with engraving recognition	\$1,500.00	

SCHEDULE “G”

FIRE DEPARTMENT 2021



REQUESTS for INFORMATION, INSPECTIONS and SERVICES

(as defined in the Departmental Fire Prevention Policy)

**HST
applicable**

Licensed Day Care Facilities/ Boarding/Rooming/Lodging	\$50.00	Per Inspection	Y
Premise for Approval of Liquor Licences	\$125.00	Per Inspection	Y
Special Occasion Permits	\$30.00	Initial	Y
Fireworks Inspections / Permit	\$50.00		Y
Determination of Occupancy Load / Liquor Licence in place	\$125.00		Y
New construction plan review / inspection (Including “alternative solutions”)	\$125.00	Per review	Y
Life Safety Plan Approval	\$125.00		Y
Attendance at Evacuation Drill (requested)	\$120.00	Per Hour (min 2 fire inspectors)	Y

ROUTINE COMPANY, COMPLAINT, AND REQUESTED INSPECTIONS

(as defined in the Departmental Fire Prevention Policy)

Chargeable inspection	\$150.00	Per inspection up to 2,500 sq.ft.	Y
	\$200.00	Per inspection 2,500-10,000 sq.ft.	Y
	\$350.00	Per inspection 10,000-20,000 sq.ft.	Y
	\$400.00	Per inspection over 20,000 sq.ft.	Y

OTHER FEES FOR SERVICES

Copies of Fire Report	\$40.00	Residential	Y
	\$50.00	Commercial	Y
	\$60.00	Industrial	Y
Letters to Lawyers, Insurance Companies, etc.	\$40.00	Flat Fee	Y
False alarms—Mechanical	\$300.00	Call after 3 alarms in a 1 year period	Y
Standby—Request by Developers, Industry, Provincial Government, etc.	\$350.00	Per truck/hour or part hour	Y
Fire Guard	\$60.00	Per hour/firefighter (min 2 hours)	Y
Non-Residential vehicle extraction	\$350.00	Per truck/hour or part hour	Y
S.C.B.A. Air Cylinder Refills	\$5.00	Per cylinder	Y

MISCELLANEOUS

Miscellaneous—Cats in tree, flow testing Private hydrants, flooding rinks, etc.	\$30.00	Per member	Y
	\$50.00	Per truck/hour	Y
Fire Suppressants	At Cost	Replacement Cost	Y
Nuisance Fires / responses	\$350.00		Y
Fire Investigation	At Cost		Y
Fire Costs to Remediate Unsafe Conditions	At Cost	(including demolition)	Y
Consumables Used (absorbents, booms)	At Cost		Y
Business Licence for Sale of Fireworks	\$200.00	Per vendor	N
Permit for display of Fireworks	\$50.00	Per event	N

(Fire suppression, investigation for burning without a permit, repeat nuisance fires & responses etc.)

SCHEDULE “H”



BUILDING PERMIT & RELATED MATTERS 2021

**HST
applicable**

New Residential Home	REFUNDABLE DEPOSIT ON FINAL INSPECTION	\$2,155.00	N
	PERMIT FEE (one cheque, Payable to the Town of Petrolia for Deposit & Permit Fee)	\$1,385.00 up to 3000 sq ft \$.30 per sq ft there after	N
Attached Garage		\$595.00	N
Detached Accessory Building (Residential) over 100 sq. ft.			
Under 250 sq. ft.		\$105.00	N
250-720 sq. ft.		\$220.00	N
Over 720 sq. ft.		\$830.00	N
Apartment Building, Multiple Housing Structure & Hotel/Motel		\$7,740.00	N
Additions		\$830.00	N
Minor structural changes, alterations or repairs (residential & commercial)		\$410.00	N
Fireplaces and other wood burning appliances		\$325.00	N
Decks (Minimum Charge) up to 200 sq. ft.		\$110.00	N
Decks over 200 sq. ft.		\$325.00	N
New Commercial		\$3,230.00	N
New Institutional/Industrial		\$5,380.00	N
Commercial Renovations/Additions – Major (51% or greater of gross floor area of existing structure)		\$3,230.00	N
Commercial Renovations/Additions – Minor (50% of less of gross floor area of existing structure)		\$2,000.00	N
Institutional/Industrial Renovations/Additions – Major (51% or greater of gross floor area of existing structure)		\$5,380.00	N
Institutional/Industrial Renovations/Additions – Minor (50% or less of gross floor area of existing structure)		\$4,000.00	N
Demolition of Dwelling where New Dwelling Building Permit is Issued		\$110.00	N
Demolition of Dwelling where New Dwelling Building Permit is NOT issued		\$270.00	N
All Other Demolitions		\$255.00	N
Structure/House/Building Relocations (Road Access Permit)		\$1,000.00	N
Structure/House/Building Relocations (in or out) – Road Access damage deposit		\$1,025.00	N

SCHEDULE "H"

BUILDING PERMIT & RELATED MATTERS 2021 (Cont'd)

		HST applicable
Transfer of an Approved Permit	\$110.00	N
In ground and above ground swimming and/or pool fencing	\$235.00	N
Change of Use	\$235.00	N
Sign Permit (if required in Sign By-Law)	\$65.00	N
Sign/Structure—If Building Permit is required	\$165.00	N

SCHEDULE "1"



PLANNING & DEVELOPMENT FEES AND RELATED CHARGES 2021

Note: County of Lambton Service Fees and Charges are approved by the County. Town has included these amounts for information purposes only. Appeals to the Ontario Municipal Board Fees are set by the Province of Ontario.

	Town of Petrolia	County of Lambton		HST applicable
Pre-application Consultation Meeting (TAC)	\$255.00			N
Application for Minor Variance	\$540.00			N
Site Plan Application	\$1,540.00			N
Site Plan Agreement Amendments to Approved Plan	\$515.00			N
Application for Official Plan Amendments	\$1,540.00	\$600.00		N
Application for Zoning Amendments	\$1,230.00	\$400.00		N
Application for Consent to Sever Land (severance)	\$1,540.00		Paid at time of application	N
Application for Consent to Sever Land (severance)	\$615.00		Paid at time of deed stamping	N
Application for Purchase of Municipal Road Allowance	\$750.00			N
Municipal Road Allowance Purchase Price	\$3.00		Per square foot	Y
Administrative & Closing costs related to Purchase of Municipal Road Allowance <i>(Including but not limited to: advertising, administrative, legal fees, disbursements, survey, Transfer/Deed of Land & HST)</i>	@ cost			N
Objection to the OMB : Re-Zoning, Official Plan, Minor Variance & Consent – <i>Application not made through Town</i>	\$350.00		*Minister of Finance – Subject to change based on Ministry of Finance fee schedule	N
Development Agreement				
Development Advance	\$5,000.00		Per project	N
Development Consultation Meetings	@ hourly rate		rate based on staff in attendance	N
Development Related Engineering & Legal Fees	@ cost			
Plan of Subdivision / Condominium Application	\$2,050.00 per agreement	\$3,000.00 \$4,000.00 \$6,000.00	0-20 lots or units 21-50 lots or units 50+ lots or units	N
Plan of Subdivision / Condominium Part Lot Control	\$515.00	\$500.00		N
Plan of Subdivision / Condominium Extension Draft Plan Approval	\$515.00	\$200.00		N
Phased Final Approvals / Execution & Registration of Final Approval	\$565.00	\$100.00 \$1,200.00	Min. Max.	N
Woodlot Application		\$250.00	Make application at the County	N
Zoning Compliance Letter (Certificate)		\$70.00	Make application at the County	N
Zoning By-Law or Official Plan	\$100.00	\$50.00		Y

SCHEDULE "J-1"



WATER AND SEWER RATES 2021

Effective January 1, 2021	Pipe Size	Minimum M ³	Water Charge per M3	Minimum Volume Water Charge	Water Monthly Fixed Service Charge	Total Minimum water billing	Sewer Charge per M3	Minimum Volume Sewer Charge	Total Minimum Water & Sewer
	5/8"	5	\$1.96	\$9.80	\$9.73	\$19.53	\$3.46	\$17.30	\$36.83
	3/4"	9	\$1.96	\$17.64	\$9.73	\$27.37	\$3.46	\$31.14	\$58.51
	1"	18	\$1.96	\$35.28	\$9.73	\$45.01	\$3.46	\$62.28	\$107.29
	1 1/2"	40	\$1.96	\$78.40	\$9.73	\$88.13	\$3.46	\$138.40	\$226.53
	2"	72	\$1.96	\$141.12	\$9.73	\$150.85	\$3.46	\$249.12	\$399.97
	4"	227	\$1.96	\$444.92	\$9.73	\$454.65	\$3.46	\$785.42	\$1,240.07
Out of Boundary (Oozlofsky Street and Discovery Line)		5	\$2.78	\$13.90	\$16.53	\$30.43	\$0.00	\$0.00	\$30.43
Meadowview & Lambtonian (Sewer only)		5	\$1.96	\$9.80	\$9.73	\$19.53	\$4.05	\$20.23	\$39.76
Mainline (Water only)	1"	5	\$1.96	\$9.80	\$9.73	\$19.53	\$0.00	\$0.00	\$19.53

2021 Water Rate Increase 0.0%
 2021 Sewer Rate Increase 0.0%

SCHEDULE “J-2”



WATER DISTRIBUTION SERVICES 2021

Mainline Wet/Dry Taps

The following charges and procedures apply to all wet / dry taps associated with the Petrolia Water Distribution System.

Customers shall be responsible for all excavations, sand bedding, sand covering, granular and native backfilling, line testing and flushing requirements, service lateral piping, curb stops and water service boxes and utility locates, as specified by the Town.

Town of Petrolia shall supply and install all materials associated with the wet / dry tapping.

1. **50mm through 100mm mainline**.....\$600.00, plus \$ 35.00 administration fee
2. **150mm mainline**\$700.00, plus \$ 35.00 administration fee
3. **200mm through 250mm mainline**.....\$800.00, plus \$ 35.00 administration fee
4. **300mm mainline**\$850.00, plus \$ 35.00 administration fee
5. Service laterals requiring tapping sleeves or specialty items and materials shall be charged at Town’s cost, plus 15%, handling and restocking and \$ 35.00 administration.
6. Only Town approved materials are to be utilized for all service laterals.
7. Customers shall give a minimum of 5 working days advance notice, to Town.
8. Final location of service laterals shall be at the sole discretion of the Town.
9. Only qualified Town personnel are permitted to operate the distribution system.
10. All work shall be performed in accordance with the Ontario Safe Drinking Water Act.
11. Any work performed outside normal working hours, Monday through Friday, is subject to overtime fees, as determined by the Town.
12. Any work performed on Saturdays, Sundays or Town / CUPE recognized holidays is subject to overtime fees, as determined by the Town.
13. All invoicing shall be payable to the Town of Petrolia within 30 days of the date of the invoice. All late payments are subject to 1.25% per month.

Water Meter Purchase or Replacement

Meter Size	3/4" x 3/4"	5/8" x 3/4"	1" x 1"	1.5" X 1.5"	2" x 2"
Sensus Water Meter	\$335.00	\$200.00	\$425.00	\$825.00	\$1,060.00
Dual Check Backflow Valve	\$65.00	\$65.00	\$70.00		
Reduced Pressure Backflow				\$615.00	\$700.00
Straight Tailpiece	\$10.00	\$10.00	\$15.00		
Flange Set				\$60.00	\$65.00
Administration Charge	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
TOTAL	\$445.00	\$310.00	\$545.00	\$1,535.00	\$1,860.00

SCHEDULE "K"



LABOUR AND EQUIPMENT RATES 2021

Description	External Rate	Notes
Director of Operations	\$ 65.00	2 hour minimum
Works Dept. Foreman	\$ 60.00	2 hours minimum (1.5 for overtime)
Water Dept. Foreman/ORO	\$ 55.00	2 hours min. (1.5 for overtime)
Mechanic	\$ 55.00	2 hours min. (1.5 for overtime)
Gen. Labour (class 4)	\$ 50.00	2 hours min. (1.5 for overtime)
Lead Hand	\$ 55.00	2 hours min. (1.5 for overtime)
Loader/Backhoe	\$ 95.00	2 hours min. (1.5 for overtime)
Compressor	\$ 85.00	Day rate, only
Portable Welder	\$ 85.00	Day rate, only
John Deere	\$ 70.00	2 hour min. (1.5 for overtime)
Kubota-245	\$ 70.00	2 hour min. (1.5 for overtime)
Flusher Truck	\$ 80.00	2 hour min. (1.5 for overtime)
3 Ton Dump	\$ 70.00	2 hour min. (1.5 for overtime)
5 Ton Dump	\$ 75.00	2 hour min. (1.5 for overtime)
½ Ton Pickup	\$ 59.00	2 hour min. (1.5 for overtime)
¾ Ton Pickup	\$ 59.00	2 hour min. (1.5 for overtime)
Grass Cutting	\$225.00 Minimum Charge	\$85.00 Hourly rate
Snow Removal	\$225.00 Minimum Charge	\$85.00 Hourly rate
Water Shut Off	\$60.00 Minimum Charge	Overtime hours/weekends=Call in hours, as per CUPE agreement
Cemetery Labour	\$70.00 per hour	2-hour minimum Plus applicable equipment rates
Bulk Top Soil & Aggregate	*Pick up only, Tues. & Thurs – must pay in advance at Town Hall	
Top Soil	\$40.00	Per backhoe bucket
"A" Gravel	\$45.00	Per backhoe bucket
¾ Clear	\$45.00	Per backhoe bucket

- NOTES:**
- Small tools are included in all labour rates.
 - All equipment rates include operator and attachments, when utilized.
 - All materials / consumables charged at cost, plus 15%, handling and restocking.
 - \$ 35.00 administration charge applies to all external cases.
 - HST is applicable to all service charges.

NO THIRD PARTY RENTAL OF SMALL TOOLS OR EQUIPMENT.