

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 *(except where noted)*
Schedule A
Administrative Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
Photocopies	Per Page	\$ 0.20	1
Commissioning of Documents - Residents	Per Document	\$ 22.00	1
Commissioning of Documents - Non-residents	Per Document	\$ 28.00	1
MFIPPA Application Fee	Per Application	\$ 5.00	2
MFIPPA Other Fees	Actual Cost	As per Ontario Regulation 823	2
Transfer of Electronic Documents (USB, Email)	Per Document	\$ 10.00	1
Code of Conduct Complaint (refundable on recommendation of Integrity Commissioner)	Per Filing	\$ 125.00	2
Election Nomination Fee - Mayor	Per Nomination	\$ 200.00	2
Election Nomination Fee - Deputy Mayor/Councillor	Per Nomination	\$ 100.00	2
Administrative Charge for Subrogated Loss Program	Per Claim	\$ 152.00	1
Town Pins	Per Pin	\$ 2.00	1
Town Flags	Per Flag	\$ 78.00	1
Town Maps (Large)	Per Map	\$ 10.00	1

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule B
Building Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
General Building Fees			
Minimum Building Permit Fee	Per Permit	\$ 155.00	2
Lawyers Letter-Legal property information requests	Per letter	\$ 89.00	2
Business Licence Inspection	Per inspection	\$ 88.00	2
Liquor Licence Review	Per review	\$ 117.00	2
911 addressing in rural area	Per Sq Ft	\$ 94.00	2
Change of Use Permit	Per Sq Ft	\$ 176.00	2
Change of Address	Per Permit	\$ 292.00	2
Transfer of Permit	Per Permit	\$ 117.00	2
Conditional Permits	Per Permit	\$ 1,000.00	2
Inspection fee-work incomplete not ready for inspector	Per inspection	\$ 82.00	2
Inspections outside normal working hours (minimum 2 hour charge)	Per hour Per inspection	\$ 115.00	2
Inspections for other agencies (Rent tribunal, Ontario Renovates	Per inspection	\$ 235.00	2
Additional work request (inspections, cursory plan review etc.)	Per hour	\$ 82.00	2
Construction started without permit	Per application	25% of Permit Fee	2
Construction completed without permit	Per application	Double the Applicable Fee	2
Building permit revoked	Per Permit	no refund	2
Building permit withdrawn or cancelled by owner	Per Permit	25% of Permit Fee	2
Application for DC Deferral (valid up to 4 months)	Per unit Per 4 month deferral	\$ 90.00	2
Residential Construction Permit-Group C			
Minimum Residential Permit Fee	Per Permit	\$ 1,200.00	2
Single Family Dwelling-above grade level	Per sq. ft.	\$ 1.30	2
Semi-Detached, Duplex, Triplex, Townhomes-above grade level	Per sq. ft.	\$ 1.30	2
Multi-Unit Dwelling-Condominium, Apartments	Per sq. ft.	\$ 1.30	2
Basement new construction (foundation)	Per sq. ft.	\$ 0.25	2
Finished basement after new construction	Per sq. ft.	\$ 0.65	2
Secondary Units-within existing dwelling	Per sq. ft.	\$ 1.30	2
Secondary Units-within dwelling	Per sq. ft.	\$ 1.30	2
Secondary Units-with in existing accessory structure	Per sq. ft.	\$ 1.20	2
Secondary Units-with in a new accessory structure	Per sq. ft.	\$ 1.30	2
Accessory structure (garage, sheds)	Per sq. ft.	\$ 0.55	2
Residential additions / Renovations	Per \$1,000 of Construction Value	\$ 14.00	2
Decks / Porches	Per sq. ft. (min \$200)	\$1.00 / sq.ft (\$200 minimum)	2
Gazebos	Per Permit	\$ 176.00	2
Assembly Occupancy Group 'A' and Institutional Occupancy Group 'B'			
Group A and B Occupancies	Per sq. ft.	\$ 1.25	2
Business and Personal Service Occupancy-Group 'D'			
Group D Occupancies-Building Shell Only	Per sq. ft.	\$ 1.25	2
Group D-Interior fit up (submitted separately)	Per sq. ft.	\$ 0.65	2
Group D-Combined (both applications submitted at the same time)	Per sq. ft.	\$ 1.75	2
Mercantile Occupancy-Group 'E'			
Group E Occupancies-Building Shell Only	Per sq. ft.	\$ 1.25	2
Group E-Interior fit up (submitted separately)	Per sq. ft.	\$ 0.65	2
Group E-Combined (both applications submitted at the same time)	Per sq. ft.	\$ 1.75	2
Industrial Occupancy-Group 'F'			
Group F- Occupancies-Building Shell Only	Per sq. ft.	\$ 1.25	2
Group F- Interior fit up (submitted separately)	Per sq. ft.	\$ 0.65	2
Group F-Combined (both applications submitted at the same time)	Per sq. ft.	\$ 1.75	2
Interior Finishing-Tenant Fit Up			
Group D, E, F where permit has been issued for the building shell only.	Per sq. ft.	\$ 0.65	2
Greenhoused and Farm Buildings			
Barns-new and additions	Per sq. ft.	\$ 0.35	2
Greenhouse	Per sq. ft.	\$ 0.05	2
For all other ancillary uses other than greenhouse or barn	Per \$1,000 of Construction Value	\$ 14.00	2
Projects not listed in Schedule			
Projects not listed within this schedule will be based on project construction value	Per \$1,000 of Construction Value	\$ 14.00	2

Plumbing-Residential			
Single Detached, Semi Detached, Townhomes	Per unit	\$ 236.00	2
Multi Unit	Per unit	\$ 149.00	2
Renovations, Additions, Secondary Units	Per Permit	\$104 + \$14.00/fixture	2
Backwater valve	Per Permit	\$ 83.00	2
Sump pump overflow	Per Permit	\$ 55.00	2
Installation of new sanitary or storm sewer for single family, Semi Detached or Townhome units	each	\$ 119.00	2
Lateral sewer connection to existing house	each	\$ 163.00	2

Plumbing-Non Residential			
Site Servicing Storm (additional fees for catch basin and manholes)	Per sq.ft. (minimum \$180.00)	\$1.00 / sq.ft (\$180 minimum)	2
Site Servicing Sanitary (additional fees for catch basin and manholes)	Per sq.ft. (minimum \$180.00)	\$1.00 / sq.ft (\$180 minimum)	2
Internal Plumbing	Per application	\$129 + \$14.00/fixture	2
Backflow	Per application	\$ 75.00	2
Catch basin / manholes	Per application	\$ 50.00	2
Water Heater	Per unit	\$ 18.00	2
Roof drain	Per unit	\$ 12.00	2
Grease and oil interceptor	Per unit	\$ 29.00	2
Water Distribution piping	Per space	\$ 86.00	2

Heating Multi Residential and Non-Residential			
Single Detached, Semi Detached, Townhouse	Per unit	\$ 150.00	2
Condominium / Apartment Unit	Per unit	\$ 100.00	2
Roof Top Units (per unit include distribution ductwork)	Per unit	\$ 200.00	2
Kitchen Hood / Fire suppression system	Per unit	\$ 200.00	2

Sewage Septic Systems			
New installation or replacement (any type)	Per Permit	\$ 937.00	2
Holding tank	Per Permit	\$ 937.00	2
Repair or alteration to existing system	Per Permit	\$ 276.00	2
The decommissioning of septic systems and/or installing new lateral sanitary sewers	Per Permit	\$ 292.00	2

Demolition			
Demolition of structures	Per sq. ft	\$ 0.25	2

Designated Structures			
Designated structures to include -Solar collectors, retaining walls, wind turbines, loading docks, towers, tanks	Per \$1,000 of Construction Value	\$ 14.00	2
Tents	Per Permit	\$ 117.00	2
Signs (permanent)	Per sign face	\$ 117.00	2

Swimming Pool Enclosures			
Swimming Pool Enclosures	Per Permit	\$ 129.00	2

Indemnity Deposits (Refundable up to 3 years from permit)			
Residential	deposit	\$ 1,000.00	2
Non-Residential (commercial, industrial, institutional)	deposit	\$ 1,000.00	2
Swimming Pool Enclosures (inground pools)	deposit	\$ 1,000.00	2
Swimming Pool Enclosures (above ground pools)	deposit	\$ 500.00	2
Accessory Structures-residential	deposit	\$ 500.00	2
Farm buildings	deposit	\$ 500.00	2
Decks and porches	deposit	\$ 500.00	2

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule C
Corporate Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
Finance and Taxation:			
Adding Charges to Roll	Per Transaction	\$ 121.00	2
Financing Administrative Fee	Per ProPerty	\$ 121.00	2
Indemnity Processing Charge	Per Occurrence	\$ 61.00	2
Misdirected Payment	Per Transaction	\$ 30.00	2
NSF/Returned Payment Charge	Per Occurrence	\$ 50.00	2
Refund Charge	Per Occurrence	\$ 30.00	2
Tax Certificates	Per Certificate	\$ 89.00	2
Tax Certificates or Statement - Required within 3 business days	Per Certificate	\$ 173.00	2
Tax Research (For Tax, Accounting or Finance)	Per hour	\$ 61.00	2
Tax Sale Registration 2nd Letter	Per letter	\$ 61.00	2
Tax Sale Registration Final Letter Before Registration	Per letter	\$ 61.00	2
Title Search - 2 years arrear	Per Search	\$ 61.00	2
Perscribed Interest Rate	Per Occurrence	3% + Bank of Canada Rate	2
Interest on trade receivables over 30 days past due per month	1.25% of arrears	as calculated	2
Penalty and interest on tax account arrears per month	1.25% of arrears	as calculated	2
EV Charging Stations			
Level 2 Charging	Per hour	\$ 2.00	3
Level 3 Charging	Per minute	\$ 0.50	3
Unattended-Fully charged vehicle left plugged in, 30 min after fully charged	Flat rate	\$ 50.00	3
EV Parking Infraction	Per occurrence	\$ 125.00	2

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule D
Fire Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
File Search (Lawyer Letter)	Per Search	\$ 101.00	2
Fire Report (No Investigation)	Per Report	\$ 101.00	1
Fire Report (Investigation)	Per Report	\$ 308.00	1
Inspection with Fire Code Deficiencies	Per Hour	\$ 101.00	1
Re-Inspection after Notice of Violation	Per Hour	\$ 101.00	1
Request Inspection (letter required)	Per Hour	\$ 101.00	1
Firework Application and Review	Per Hour	\$ 101.00	2
Fire Safety Plan Review	Per Hour	\$ 101.00	2
Lockbox Program	One Time Fee	\$ 101.00	2
MVA Response to Non Resident Vehicles	Per hour/Per truck	*Current MTO rate	1
Smoke/CO Alarm Installation	Per Smoke Alarm	\$ 50.00	1
Risk & Safety Management Level 1 Propane/Natural Gas	Per Hour	\$ 101.00	1
Risk & Safety Management Level 2 Propane/Natural Gas	Per Hour	\$ 101.00	1
Open Air Permit Site Inspection Fee	Per	\$ 101.00	
Open Burn - Duty Officer Response	Per Officer	\$ 277.00	1
Open Burn	Per Call (5 or less Firefighters)	\$ 551.00	1
Open Burn	Per Call (6 or more Firefighters)	\$ 1,106.00	1
Assistance for Private Standby Beyond Normal Fire Protector	Per hour/Per truck	*Current MTO rate	1
Annual Business License Inspection	Per Hour	\$ 101.00	2
False Alarm (After 3 Occurrences in 12 month period)	Per truck	*Current MTO rate	1
Emergency Response-Fire Department	Per hour/Per truck	*Current MTO rate	1
Emergency Response-Fire Department	Personnel Per hour/Personnel Per call	**Current rate	1
Any other costs associated with the response of each and every call		Actual Cost	1

* Current MTO rate will be determined by the Clerk as per the Ministry

** Current personnel per hour and per call rates will be determined

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule E
Licensing & Enforcement Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
Licences:			
Auctioneer	Per Licence	\$ 250.00	2
Auctioneer - Renewal	Per Licence	\$ 200.00	2
Auto Service Station - Car Wash	Per Licence	\$ 250.00	2
Auto Service Station - Car Wash - Renewal	Per Licence	\$ 200.00	2
Auto Service Station - Gas and/or Oil for Sale	Per Licence	\$ 350.00	2
Auto Service Station - Gas and/or Oil for Sale - Renewal	Per Licence	\$ 300.00	2
Auto Service Station - Vehicles Used for hire	Per Licence	\$ 250.00	2
Auto Service Station - Vehicles Used for hire - Renewal	Per Licence	\$ 200.00	2
Auto Service Station - Storage/Sales	Per Licence	\$ 350.00	2
Auto Service Station - Storage/Sales - Renewal	Per Licence	\$ 300.00	2
Auto Service Station - Repair/Paint and/or Upholstery	Per Licence	\$ 350.00	2
Auto Service Station - Repair/Paint and/or Upholstery - Renewa	Per Licence	\$ 300.00	2
Bed & Breakfast	Per Licence	\$ 435.00	2
Bed & Breakfast - Renewal	Per Licence	\$ 385.00	2
Body Modification	Per Licence	\$ 350.00	2
Body Modification - Renewal	Per Licence	\$ 300.00	2
Campgrounds/Trailer Parks	Per Licence	\$ 350.00	2
Campgrounds/Trailer Parks - Renewal	Per Licence	\$ 300.00	2
Carnival/Circus	Per Licence	\$ 350.00	2
Carnival/Circus - Renewal	Per Licence	\$ 300.00	2
Caterers	Per Licence	\$ 300.00	2
Caterers - Renewal	Per Licence	\$ 300.00	2
Door-to-Door Salesperson	Per Licence	\$ 200.00	2
Door-to-Door Salesperson - Renewal	Per Licence	\$ 200.00	2
Food Store	Per Licence	\$ 350.00	2
Food Store - Renewal	Per Licence	\$ 300.00	2
Hawker/Pedlar	Per Licence	\$ 250.00	2
Hawker/Pedlar - Renewal	Per Licence	\$ 200.00	2
Hospitality - Food	Per Licence	\$ 350.00	2
Hospitality - Food - Renewal	Per Licence	\$ 300.00	2
Hospitality - Food/Liquor	Per Licence	\$ 350.00	2
Hospitality - Food/Liquor - Renewal	Per Licence	\$ 300.00	2
Hospitality - Liquor/Food	Per Licence	\$ 350.00	2
Hospitality - Liquor/Food - Renewal	Per Licence	\$ 300.00	2
Hospitality - Lunch Counter	Per Licence	\$ 350.00	2
Hospitality - Lunch Counter - Renewal	Per Licence	\$ 300.00	2
Lodging House	Per Licence	\$ 435.00	2
Lodging House - Renewal	Per Licence	\$ 385.00	2
Mobile Vendor Of Food - Class 1	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 1 - Renewal	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 2	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 2 - Renewal	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 3	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 3 - Renewal	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 4	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 4 - Renewal	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 5	Per Licence	\$ 300.00	2
Mobile Vendor Of Food - Class 5 - Renewal	Per Licence	\$ 300.00	2
Old Gold Dealer	Per Licence	\$ 250.00	2
Old Gold Dealer - Renewal	Per Licence	\$ 200.00	2
Pet Shop	Per Licence	\$ 250.00	2
Pet Shop - Renewal	Per Licence	\$ 200.00	2
Petting Zoos	Per Licence	\$ 250.00	2
Petting Zoos - Renewal	Per Licence	\$ 200.00	2
Public Hall	Per Licence	\$ 435.00	2
Public Hall - Renewal	Per Licence	\$ 385.00	2
Retail/Resale/Pawnbrokers	Per Licence	\$ 250.00	2
Retail/Resale/Pawnbrokers - Renewal	Per Licence	\$ 200.00	2
Salvage Yard	Per Licence	\$ 350.00	2
Salvage Yard - Renewal	Per Licence	\$ 300.00	2
Special Sale	Per Licence	\$ 250.00	2
Special Sale - Renewal	Per Licence	\$ 200.00	2
Tobacconist	Per Licence	\$ 250.00	2
Tobacconist - Renewal	Per Licence	\$ 200.00	2
Vape Product Retailer	Per Licence	\$ 250.00	2
Vape Product Retailer - Renewal	Per Licence	\$ 200.00	2

*Above licensing fees are in By-law 2023-066 (Review every 5 years)

Other Licenses:			
Lotteries/Bingos/Raffles	Per Licence	3% of the prize value	2
Taxicab Broker	Per Licence	\$ 90.00	2
Taxicab Driver	Per Licence	\$ 72.00	2
Taxicab Owner	Per Licence	\$ 83.00	2
Trade Shows	Per Licence	\$ 181.00	2
Marriage Licences	Per Licence	\$ 142.00	2
Dog Licence	Per Spayed / Neutered Dog	\$ 19.00	2
Dog Licence - Senior Citizen Rate	Per Spayed / Neutered Dog	\$ 13.00	2
Dog Licence	Per Unspayed / Un- neutered Dog	\$ 30.00	2
Dog Licence - Senior Citizen Rate	Per Unspayed / Un- neutered Dog	\$ 24.00	2
Late Fee - Dog Tag -After April 30	Per Licence	\$ 13.00	2
Replacement tag for lost dog tag	Per replacement	\$ 12.00	2
Transfer of tag	Per Transfer	\$ 12.00	2
Short Term Rental - Initial	Per Licence	\$ 550.00	2
Short Term Rental - Renewal	Per Licence	\$ 500.00	2
Other Fees and Charges:			
Civil Marriage Ceremony during regular business hours	Per Ceremony	\$ 299.00	1
Civil Marriage Ceremony Cancellation Fee	With 24 hours notice	\$ 76.00	1
During regular business hours Civil Marriage Ceremony Cancellation Fee	Without 24 hours notice	\$ 150.00	1
Civil Marriage Ceremony Rehearsal	Per Rehearsal	\$ 61.00	1
Civil Marriage Ceremony Witnesses	Per 2 witnesses	\$ 39.00	1
Liquor Licence Application Processing	Per Application	\$ 61.00	1
Application for Noise Exemption	Per Application	\$ 61.00	2
Death Registration	Per Registration	\$ 19.00	2
Application for Fence Variance	Per application	\$ 61.00	2
Fence Viewing	Per application	\$ 479.00	2
Appear before Property Standards Committee	Per appeal	\$ 150.00	2
Property Standards Order, minimum 1 hour	Per Hour	\$ 150.00	2
Property Standards Order Reinspection, minimum 1 hour	Per Hour	\$ 150.00	2
Register Property Standards Order on Title (actual registration costs charged in addition to base fee)	Per Registration	\$ 61.00	2
Parking Violation	Per Violation	\$ 25.00	2
By-law Violation - Administrative Fee -Work Completed by the Town, minimum 1 hour	Per Hour	\$ 150.00	2
Sign Removal	Per Sign Greater of Base Fee and actual cost)	\$ 240.00	2
Sign Storage - size up to 4 square metres	Per Sign Per day (or part thereof)	\$ 2.50	2
Sign Storage - size greater than 4 square metres	Per Sign Per square metre/Per day (or part thereof)	\$ 0.70	2
Encroachments - Annual	Per Agreement	\$ 50.00	2
Encroachments	Per Agreement	\$ 475.00	3

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule F
Planning & Development Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Minimum Deposit to Accompany Application*	2024 Fee (Non-refundable plus actual costs)	Tax
Official Plan Amendment- Major	Per Application	\$ 1,000.00	\$ 5,522.00	2
Official Plan Amendment- Minor	Per Application	\$ 1,000.00	\$ 2,762.00	2
Zoning By-law Amendment- Major	Per Application	\$ 1,000.00	\$ 5,522.00	2
Zoning By-law Amendment- Minor	Per Application	\$ 1,000.00	\$ 2,762.00	2
Zoning By-law Amendment as a Result of an Condition of Consent	Per Application	\$ -	\$ 1,149.00	2
Zoning By-Law Amendment to Remove a Holding (h) Symbol	Per Application	\$ -	\$ 1,149.00	2
Combined Official Plan Amendment and Zoning By-law Amendment	Per Application	\$ 2,000.00	\$ 8,011.00	2
Consideration of an Application to the County of Essex for Approval of a Plan of Subdivision/Condo or Amendment to a Draft Plan or Extension of DPA	Per Application	\$ 2,000.00	\$ 9,419.00	2
Site Plan Control & Development Agreement- Major	Per Application	\$ 1,000.00	\$ 4,655.00	2
Site Plan Control & Development Agreement- Minor	Per Application		\$ 2,328.00	
Amendment of Site Plans & Development Agreement	Per Application	\$ 1,000.00	\$ 2,599.00	2
Part Lot Control Exemption By-law	Per Application	\$ 500.00	\$ 2,490.00	2
Consent to Sever Land-Initial Application	Per Application	\$ -	\$ 1,516.00	2
Consent to Sever Land-Additional Lots to Initial Application	Per Application		\$ 563.00	2
Parkland Dedication Fee (as a condition of consent application under the Planning Act S.42, 53)	Per New Lot		\$ 1,070.00	2
Minor Variance or Permission to Enlarge, Extend or Alter the Use of a Legal Non-conforming Use	Per Application		\$ 1,191.00	2
Combined Consent to Sever Land and Minor Variance			\$ 2,381.00	
Certificate of Validation	Per Application		\$ 293.00	2
Special Committee of Adjustment Hearing at Request of Applicant	Per Hearing		\$ 441.00	2
Planning Act Applications Deferral (Applicant Request)	Per Deferral		\$ 551.00	2
Official Plan or Zoning Bylaw (copy)	Per Copy		\$ 59.00	1
Planning Letter	Per Inquiry		\$ 86.00	2
Presubmission Application Fee (included in the 2024 Operating Budget)	Per Application		\$ 400.00	2

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule G
Engineering and Public Works Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
Lawyers Inquiries	Per Inquiry	\$ 89.00	2
Roads			
Street Sweeper - Cleaning Roads	Per hour	\$ 249.00	1
Street Sweeper - Hydro excavation	Per hour	\$ 311.00	1
Backhoe	Per hour	\$ 113.00	1
Dump Truck	Per hour	\$ 101.00	1
Light Duty Vehicle	Per hour	\$ 39.00	1
Roads Operator	Per hour	actual cost	1
Supervisor	Per hour	actual cost	1
Right Of Way Permit	Per Permit	\$ 249.00	2
Indemnity Deposit (Refundable up to 3 years from permit issuance)	Deposit Per Permit	\$ 1,000.00	
Storm Connection	Per Service	Actual cost, \$2000 deposit required	1
Drainage			
Drainage Apportionment Fee for Consent	Per service	\$ 552.00	1
Drainage Apportionment Fee for Land Severance	Per service	\$ 552.00	1
Engineering Review Fees			
Sanitary Capacity And Allocation Assessment	Per submission	\$ 2,062.00	1
Clearance Letter from Engineering & Infrastructure Division	Per development application	\$ 83.00	1
Site Plan Engineering Review Fee	Per submission	\$ 1,547.00	1
Subdivision Engineering Review Fee	Per submission	\$ 3,093.00	1
General Engineering Review Fee	Per submission	\$ 1,547.00	1
Minimum Engineering Review Fee	Per submission	\$ 516.00	1
Additional Review Fee (in exceedance of 5 submissions)	Per submission	\$ 258.00	1
CLI Application Fees			
CLI Pre-Screening Application	Per development application	\$ 1,031.00	1
Sanitary Sewers	Per submission	\$ 1,547.00	1
Sanitary Appurtenance (eg. odour or corrosion control etc.)	Per item	\$ 1,031.00	1
Sanitary Pump Station or Forcemain	Per pump station	\$ 3,093.00	1
Storm Sewers	Per submission	\$ 1,547.00	1
Storm Appurtenance (eg. LID, oil grit separator, flow control device, etc.)	Per item	\$ 1,031.00	1
Storm Pump Station	Per pump station	\$ 3,093.00	1
Stormwater Management Facility (eg.dry/wet ponds)	Per facility	\$ 5,155.00	1
Water Form 1	Per submission	\$ 1,031.00	1
Construction and Inspection Fees			
Mandatory Pre-Construction and Inspection Meetings	Per walkthrough	\$ 155.00	1
Additional Walkthroughs	Per walkthrough	\$ 104.00	1
Sign Purchase and Installation	Each	\$ 124.00	2
Water			
Water Operator	Per hour	actual cost	1
Supervisor	Per hour	actual cost	1
Water Meter Fee w/transmitter	3/4" Permit/Water Meter Fee	\$ 515.00	2
Water Meter Fee w/transmitter	1" Permit/Water Meter Fee	\$ 675.00	2
Water Meter Fee w/transmitter	1.5" or greater Permit/Water Meter Fee	Actual cost, \$3500 deposit required	2
Abandonment of Water Service	Per disconnection	\$ 5,150.00	2
Water Meter Testing for Customer	Per test	\$ 335.00	2
Coin Operated Filling Stations	Per Cubic Metre	\$ 2.10	2
Hydrant Valve (Hydrant Hookup Box)	Per valve Per day	\$ 155.00	2
Hydrant Water Usage Fee	Per usage	Actual Cost	2
Illegal Connection Charge	Per Offense	\$ 344.00	2
Curb Box Replacement	Per Service	\$ 330.00	
After Hours Water Shut Off/Turn On	Per service	\$ 227.00	2
Missed Appointment fee	Per instance	\$ 67.00	2

New Water Service			
Connection - 3/4" Water Service	Per Service	\$ 3,822.00	2
3/4" Meter Pit Componenets & Installation	Per Service	\$ 1,092.00	2
Connection - 1" Water Service	Per Service	\$ 3,997.00	2
1" Meter Pit Componenets & Installation	Per Service	\$ 1,329.00	2
Connection - 2" or greater Water Service	Per Service	Actual cost, \$5000 deposit required	2
All new service connections - Monthly Service fee until meter is installed and passes inspection	Per Service, Per month	\$ 129.00	2
Private Development Watermain Commisioning (4" or Larger, less than 100m in length)	Per Project	\$ 1,103.00	2
Private Development Watermain Commisioning (4" or Larger, greater than 100m in length)	Per Project	\$ 1,865.00	2
Consumption	Per Cubic Metre	\$ 1.316	2
Base Monthly Charge by Meter Size:			
5/8 and 3/4 inches	Per Month	\$ 25.01	2
1 inch	Per Month	\$ 33.27	2
1 1/4 and 1 1/2 inches	Per Month	\$ 41.61	2
2 inches	Per Month	\$ 62.46	2
3 inches	Per Month	\$ 81.82	2
4 inches	Per Month	\$ 156.17	2
6 inches	Per Month	\$ 497.94	2
8 and 10 inches	Per Month	\$ 624.67	2

Wastewater			
Sanitary Connection	Per Service	Actual cost, \$3000 deposit required	1
Processed Organic Waste	Per Litre	\$ 0.14	1
Imported Sewage	Per Litre	\$ 0.10	1
Imported Pre-treated Sewage	Per Litre	\$ 0.008	
Consumption	Per Cubic Metre	\$ 2.43	1
Base Monthly Charge by Meter Size			
5/8 and 3/4 inches	Per Month	\$ 35.94	1
1 inch	Per Month	\$ 47.94	1
1 1/4 and 1 1/2 inches	Per Month	\$ 59.91	1
2 inches	Per Month	\$ 89.86	1
3 inches	Per Month	\$ 124.81	1
4 inches	Per Month	\$ 224.65	1
6 inches	Per Month	\$ 599.08	1
8 and 10 inches	Per Month	\$ 898.63	1

Town of Amherstburg User Fee Schedule
Effective January 1, 2024 (except where noted)
Schedule H
Parks, Facilities, Recreation and Culture Services

Applicable Taxes will be added to all fees (1: Applicable Taxes extra, 2: Tax exempt, 3: Taxes included)

Service	Fee Basis	Fee	Tax
Administration Fees			
Security Deposit (refundable net of costs incurred)	Per rental	\$ 277.00	2
Refund Admin Fee - programs and rentals	Per transaction	\$ 31.00	1
Set-up / Take Down Fee	Per rental	\$ 31.00	1
Equipment Rental - Recreation Equipment	Per rental	\$ 20.00	1
Banner Fee	Per banner	\$ 550.00	1
Kantech Access Cards			
New or replacement	Per Card	\$ 26.00	1
Reprogramming of card	Per Card	\$ 16.00	1
Card cancellations	Per Card	No Charge	
Keys			
Additional per key	Per Key	\$ 8.00	1
Lost/rekeying lock required	Per Lock	\$ 78.00	1
Cancellation Fees	Once Permits are created, cancellations will not be Permitted		

Advertising Fees			
Rink Board Advertising (High Visibility) per year	34" x 120"	\$ 962.00	1
Rink Board Advertising (Low Visibility) per year	34" x 120"	\$ 722.00	1
Mezzanine Ads per year	36" x 72"	\$ 602.00	1
Backlit Signs per year	48" x 96"	\$ 1,802.00	1
Ice Logo per year	72 sq feet (6' x 12')	\$ 3,001.00	1
Goal Rink Advertising per year	34" x 120"	\$ 361.00	1
Zamboni Advertising per year	1 machine	\$ 5,399.00	1
Electronic Advertising - Libro Credit Union Centre (1 month)	1 month	\$ 50.00	1
Electronic Advertising - Libro Credit Union Centre (3 months)	Per month	\$ 41.00	1
Electronic Advertising - Libro Credit Union Centre (6 months)	Per month	\$ 40.00	1
Electronic Advertising - Libro Credit Union Centre (12 months)	Per month	\$ 39.00	1
Gateway Digital Sign - Non-Profit Messages	Per month	\$ 111.00	1
Gateway Digital Sign - Commercial Advertisement or Promotion	Per month	\$ 221.00	1
** Administration has ability to negotiate price for multiple advertising opportunities			

Community Programming Fees			
Seasonal Activities and Programs			
Parent & Tot (ages 4 & under)	Per class	\$ 10.00	2
Pre-School (ages 3-5)	Per class	\$ 10.00	2
Youth (ages 6-14)	Per class	\$ 13.00	2
Teen (ages 15-17)	Per class	\$ 14.00	2
Adult (ages 18-59)	Per class	\$ 15.00	3
Senior (ages 60+)	Per class	\$ 9.00	3
Drop-Ins (unsupervised, unstructured, max 2.5 hours)			
Parent & Tot (ages 4 & under)	Per drop-in	\$ 2.00	2
Pre-School (ages 3-5)	Per drop-in	\$ 2.00	2
Youth (ages 6-14)	Per drop-in	\$ 3.00	2
Teen (ages 15-17)	Per drop-in	\$ 3.00	1
Adult (ages 18-59)	Per drop-in	\$ 5.00	1
Senior (ages 60+)	Per drop-in	\$ 4.00	1
Day Camp			
Daily (Maximum 9 hrs/day)	Per day	\$ 37.00	2
Weekly	Per week	\$ 148.00	2
Specialty Camp	Per week	\$ 175.00	2
Hot Lunch fee	Per lunch	\$ 10.00	2
Late Pick up Fee (when staff is required to stay beyond scheduled time)	Per occurrence	100% Full cost recovery	1
Field Trip Fee	Per trip	\$ 18.00	2
*Family will include 5 members max. / Youth under 14 years are exempt from HST			

Indoor Recreation Facilities Fees			
Ice Time		Fees Effective April 1st	
Capital Surcharge	Per hour	\$ 7.00	2
Prime Time Rental	Per hour	\$ 209.00	1
Non-Prime Time Rental	Per hour	\$ 118.00	1
Non-Prime Time Senior & School Rate	Per hour	\$ 74.00	1
Local Minor Sports Association Prime Time Rental	Per hour	\$ 198.00	1
Local Minor Sports Association Non-Prime Time Rental	Per hour	\$ 110.00	1
Goalie Pad	Per hour	\$ 46.00	1
Public Skating - General (per person)	Per Person	\$ 4.00	2
Public Skating - General (per family from same household)	Max of 5	\$ 12.00	2
Indoor Soccer Field		Fees Effective April 1st	
Capital Surcharge	Per hour	\$ 7.00	2
PEAK SEASON (Oct 1 - Mar 31)			
Prime Time Rental - Full Turf (includes local minor sports)	Per hour	\$ 130.00	1
Non-Prime Time Rental Full Turf (includes local minor sports)	Per hour	\$ 120.00	1
NON-PEAK SEASON (Apr 1 - Sep 30)			
Prime Time Rental - Full Turf (includes local minor sports)	Per hour	\$ 90.00	1
Non-Prime Time Rental Full Turf (includes local minor sports)	Per hour	\$ 50.00	1
Dry Floor Time			
Capital Surcharge	Per hour	\$ 7.00	2
Arena Floor Rental Prime Time	Per hour	\$ 90.00	1
Arena Floor Rental Non-Prime	Per hour	\$ 50.00	1
**Show/Sale (in advance)	Per day	\$ 700.00	1
Multi Purpose Room Upstairs in Arena			
Capital Surcharge	Per hour	\$ 3.85	2
Rental	Per hour	\$ 42.00	1
Local Minor Sports Association Rental	Per hour	\$ 28.00	1
Ground Floor Multipurpose Room/Essex Power Energy Zone			
Capital Surcharge	Per hour	\$ 3.85	2
Rental	Per hour	\$ 42.00	1
Community Room			
Capital Surcharge	Per hour	\$ 3.85	2
Room A only	Per hour	\$ 42.00	1
Room B only (includes kitchen)	Per hour	\$ 59.00	1
Rooms A & B (includes kitchen)	Per hour	\$ 80.00	1
Kitchen	Per hour	\$ 26.00	1
Outdoor Recreation Facilities Fees			
Pavilion Rentals			
Capital Surcharge	Per 2 hours	\$ 7.00	2
Wedding / Special Event	Per 2 hours	\$ 89.00	1
** There is no alcohol allowed in KNYP Please refer to KNYP passive By-Law			

Full Park Rentals, Special Events & Equipment			
Capital Surcharge (rentals)	Per hour	\$ 7.00	2
Family Reunion/Picnic, etc. (no alcohol)	Per rental	\$ 106.00	1
Special Event and/or Park Rental	Per rental	\$ 282.00	1
Special Event Road Rental	Per rental	\$ 282.00	1
Baseball Diamonds Effective April 1st			
Capital Surcharge	Per hour	\$ 3.50	2
Ball Diamond	Per hour	\$ 6.00	1
Premier Diamond - Unlit	Per hour	\$ 25.00	1
Premier Diamond - Lit	Per hour	\$ 38.00	1
Local Minor Baseball Association (T-Ball) (per season)	Per player	\$ 11.00	1
Local Minor Baseball Association (per season)	Per player	\$ 20.00	1
Soccer/Football Field Effective April 1st			
Capital Surcharge	Per hour	\$ 3.50	
Grass Field	Per hour	\$ 6.00	1
Premier Turf Field - Un-Lit	Per hour	\$ 21.00	1
Premier Turf Field - Lit	Per hour	\$ 34.00	1
Local Minor Sports Association - Premier Turf (Un-lit)	Per hour	\$ 20.00	
Local Minor Sports Association - Premier Turf (Lit)	Per hour	\$ 32.00	
Minor Soccer Association (per season)	Per player	\$ 20.00	1
Tennis Courts			
Single Court	Per hour	\$ 4.75	1
All Courts at location	Per day	\$ 14.00	1
All courts - Half Day (4 hours)	4 hours	\$ 37.00	1
All Courts - Per Day (8 hours)	Per evening	\$ 71.00	1
Sport & Facility Services			
Sponsorship of Events	Per event	100% Full cost recovery	1
Electrician	Per event	100% Full cost recovery	1
Forklift	Per event	100% Full cost recovery	1
Set up/Tear down (Libro) (0-50 Chairs)	Per event	Included in Room Rental	1
Set up/Tear down (Libro) (51-100 Chairs)	Per event	\$ 52.00	1
Transient Office for user groups/tournament organizers, etc.	Per hour	\$ 13.00	1
	Per day	\$ 78.00	1
Staff Overtime (groups staying beyond allocated time)		100% Full cost recovery	1
Dedicated Storage Space	Per square foot/annualy	\$ 2.70	1
Dedicated Office Space	Per square foot/annualy	\$ 2.70	1
Extra Cleaning Fee (rooms)	Per cleaning	100% Full cost recovery	1
Extra Cleaning Fee (dressing rooms)	Per cleaning	\$ 21.00	1
Commemoration			
New Commemoration- Metal Bench	Per transaction	\$ 3,609.00	1
New Commemoration- Wooden Trail Bench	Per transaction	\$ 1,547.00	1
New Commemoration- Metal Bench	Per transaction	\$ 2,578.00	1
New Commemoration- Wooden Trail Bench	Per transaction	\$ 516.00	1
Plaque Replacement/Change Request	Per transaction	\$ 207.00	1
Commemorative Tree	Per transaction	\$ 825.00	1