

OFFICE CONSOLIDATION of By-Law 192-2022 as Amended by:

By-Law 16-2023 January 31, 2023

By-Law 43-2023 February 28, 2023

By-Law 50-2023 March 14, 2023

By-Law 67-2023 April 11, 2023

THE CORPORATION OF THE COUNTY OF PRINCE EDWARD

BY-LAW NO. 192-2022

**A BY-LAW TO ESTABLISH FEES AND CHARGES FOR SERVICES, ACTIVITIES,
INFORMATION, OR USE OF COUNTY PROPERTY PROVIDED OR COMPLETED ON
BEHALF OF THE CORPORATION OF THE COUNTY OF PRINCE EDWARD**

(2023 Fees & Charges)

WHEREAS Section 391 of the Municipal Act 2001, S.O. 2001, as amended, (the Act) provides for a municipality to pass by-laws imposing fees or charges on any persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control.

AND WHEREAS Section 69 of the Planning Act R.S.O. 1990, c. P. 13, as amended, provides that a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality or to the planning board in respect of the processing of each type of application provided for in the tariff;

AND WHEREAS the Council of The Corporation of the County of Prince Edward desires to impose fees and charges for services and or activities provided by the County, its officers or employees, or for the use of some or all of the County's properties;

NOW THEREFORE, the Council of The Corporation of the County of Prince Edward enacts as follows:

1. **THAT** the fees and charges set out in Schedules "A" through "Y" attached to this By-law shall apply to every request made to The Corporation of the County of Prince Edward, and County Department/Office or any officer or employee of the County, including but not limited to fees or charges for requests for documents, reports, letters and other information whether written, printed or electronically produced or stored or produced or stored in any other manner, searches, inspections, applications, permits, programs and

the use of its facilities or properties, or for any other service or activity provided by the County to any person or any other authorized costs payable by the County.

2. **AND THAT** no request by any person, corporation or organization for the materials, services, information and documents listed relating to any administrative process, land, building or structure in the County shall be acknowledged by The Corporation unless and until the person requesting the materials, services, information and documents has paid or arranged to pay a fee where applicable in the amount prescribed as set out in Schedules "A" through "Y" of this by-law.
3. **THAT** Schedules "A" through "Y" shall be deemed to form a part of this By-law.
4. **THAT** Council or its delegated authority may, in its discretion upon application to it, waive or reduce the fees set out in Schedules "A" through "Y" for any person or group, on a one time or on a continuing basis.
5. **THAT** all fees listed in the attached Schedules, where applicable, shall be subject to the Harmonized Sales Tax (HST).
6. **THAT** fees and charges which are unpaid may be added to the tax roll of property owned by the persons responsible for paying the fees and charges and collected in the same manner as municipal taxes.
7. **THAT** fees and charges that have been imposed in accordance with this By-law that remain unpaid after the date on which they are due shall be subject to interest at a rate of 15% per annum (1.25% per month).
8. **THAT** should any provision of this By-law including any provision contained in one or more of the attached Schedules be determined by a court of competent jurisdiction to be ultra vires, it is the stated intention of Council that such invalid provision shall be severable and the remainder of this By-law including any applicable Schedule shall remain in full force and effect.
9. **THAT** this By-law shall be deemed to constitute a part of the municipality's list for public inspection setting out which services and activities and which uses of its properties that are or will be subject to fees and charges, in accordance with section 392 of the Municipal Act, 2001, S.O. 2001, c.25.
10. **THAT** By-law 203-2021, By-Law 14-2022 and By-Law 75-2022 are hereby repealed in its entirety as of January 1, 2023.
11. **THAT** this By-law shall come into full force and effect on January 1, 2023.

Read a first, second and third time and finally passed this 14th day of December, 2022.

Original By-Law Signed By:

Catalina Blumenberg, **CLERK**

Original By-Law Signed By:

Steve Ferguson, **MAYOR**

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

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**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "A"
FINANCE, CLERK'S AND GIS SERVICES**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
FINANCE DEPARTMENT			
Account History Report	\$25.00	\$25.00	N
Statement of Account	\$15.00	\$15.00	N
Charges added to tax roll for collection purposes (External Agencies (WSIB, MOE, etc.))	5% of cost as regulated by legislation	5% of cost as regulated by legislation	N
Charges added to tax roll for collection purposes (Property Standards, water/wastewater etc.)	5% of Cost to max of \$200	5% of Cost to max of \$200	N
Photocopies of documents	\$0.50/copy	\$0.50/copy	Y
Reprint Tax Bill or Utility Bill	\$10.00	\$10.00	N
Returned or Dishonoured Payment Service Charge	\$40.00	\$40.00	N
Tax Certificate	\$50.00	\$50.00	N
Tax Registration Administration Fee	\$300.00	\$300.00	N
Tax Sale Extension Agreement Fee	\$300.00	\$300.00	N
Refund processing fee tax and utility accounts	\$10.00	\$10.00	N
Payment Transfer fee tax and utility accounts	\$5.00	\$5.00	N
Historic Tax Account Information	\$60/hr	\$60/hr	N
Hourly rate for POA to research historic fines for customers	\$60/hr	\$60/hr	N

CLERK'S OFFICE

Administering Oaths or Declarations	\$20.00	\$20.00	Y
Burial Permit	\$15.00	\$15.00	N
Insurance of Burial Permits outside normal business hours (burial permit is in addition to after hours fee).	\$50.00 (Plus \$15.00 for Burial Permit Fee)		
Civil Marriage Ceremony during regular business hours	\$300.00	\$300.00	Y
Civil Marriage Ceremony during regular business hours at MacAulay Heritage Museum (\$300 plus an additional \$150.00 for the use of the venue)	\$150.00		N
Flags – County Flags	\$75.00	\$75.00	Y
Liquor License - Letter of No Objection- Municipal Significant	\$25.00	\$25.00	N
Liquor License Application (Fire and Building inspection fees are additional and will be collected at the time of application) all AGCO Liquor Forms	\$25.00	\$25.00	N
Lottery License (based on prize value)	3%	3%	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Marriage License	\$130.00	\$130.00	N
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Request made under the *Municipal Freedom of Information and Privacy Protection Act*

Any other costs incurred in responding to a request for access to a record	At Cost	At Cost	N
Developing a computer program or other method of producing a record from machine readable record	\$60.00/hr (Provincially legislated)	\$60.00/hr	N
Digital Records to be provided on USB	\$10.00	\$10.00	N
Freedom of Information Request	\$5.00	\$5.00	N
Manually searching a record and/or Preparing a record for disclosure, including severing a part of the record	\$7.50/15 Minutes search time (Provincially legislated)	\$7.50/15 Minutes search time (Provincially legislated)	N
Photocopies or computer printouts	\$0.20/copy	\$0.20/copy	Y

GIS SERVICES

Map Printing*			
Paper Size: Letter 8.5" x 11", Legal 8.5"x14", or Tabloid 11" x 17"	\$10.00	\$10.00	Y
Large Format Printing (priced per square foot)	\$4.00	\$4.00	Y
Zoning Schedule (per Schedule)	\$20.00	\$20.00	N
Custom Mapping and GIS Professional Services**			
GIS staff hourly rate	\$60.00	\$60.00	Y
Digital Map File (.pdf, .jpg, etc.) - provided on CD/DVD	\$15.00	\$15.00	Y

*No hourly rate charged for pre-made/stock maps

**GIS Professional services include consultation, technical support, analysis, map document conversion, etc.

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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ADMINISTRATIVE PENALTIES

Late Payment Fee	\$40.00	\$40.00	N
Screening No-Show Fee	\$50.00	\$50.00	N
Hearing Appeal No-Show Fee	\$100.00	\$100.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "B"
FIRE DEPARTMENT**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Inspection Reports by written request to Solicitors and Insurance Companies	\$100.00	\$85.00	N
Special Inspection Requests i.e. property resale or mortgage renewals by written request	Property Letter Request \$100.00 Property Inspection \$85.00/hr	\$85.00/hr	N
Special Inspection Requests for Liquor Licensing	\$85.00/hour for Inspection \$100.00 for Liquor License letter	\$85.00/hr	N
Invoice to vehicle owner and/or insurance company for responding to incidents, for non-County residents, including; vehicle fires and extinguishment; protection of vehicle and occupants from hazards; extrication services; provision of materials to control spills and leaks and support to other agencies including the police.	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Cost of personnel that attended the incident c) Cost of materials to control spills and leaks and/or other consumable materials that are used. 	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Plus 15% Administration Cost on item a. 	Y
Invoice to aircraft owner and/or insurance company for responding to incidents, for non-County residents, for plane crash, fire, extrication, fuel spills, other essential service or supply of essential equipment and support to other agencies including police and Transport Canada	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Cost of personnel that attended the incident c) Cost of any required consumables used (i.e. Absorbent etc.) 	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Plus, cost of any required consumables used (i.e. Absorbent etc.) c) Plus 15% Administration Cost on item a. 	Y
Any Non-County resident or person requiring a Technical Rescue, including Boat Response, will be liable for cost incurred	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Cost of personnel that attended the incident. c) Cost of any required consumables used (i.e. Absorbent etc.) 	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Plus 15% Administration Cost on item a. 	Y
All false alarm responses - after the second incident in the past consecutive twelve-month period to same address.	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Cost of personnel that attended the incident. 	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Plus 15% Administration Cost on item a. 	Y
Invoice the Property Owner for extinguishing an out of control grass/brush fire	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Cost of personnel that attended the incident. 	<ul style="list-style-type: none"> a) Current MTO Rate/Hour/Apparatus b) Current cost of manpower that responded to assist in the extinguishment of the out of control fire c) Plus 15% Administration Cost on item a. 	N
Invoice the Property Owner for failure to activate their burn permit.	\$300.00	\$300.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

<p>Invoice to Registered Owner or Insurance Company for Hazmat Response (Hazardous Materials, Environmental Spills or Cleanup, or to be on stand-by with fire suppression during grow op inspections where Hazardous Materials have been confirmed to be present and may cause a threat to the safety of those involved with the inspection)</p>	<p>a) Current MTO Rate/Hour/Apparatus b) Plus, the actual cost of any consumables used (i.e. Absorbent etc.) c) Recovery of all costs incurred by the County associated with any environmental impacts or cleanup d) Cost of personnel that attended the incident.</p>	<p>a) Current MTO Rate/Hour/Apparatus b) Plus, the actual cost of any consumables used (i.e. Absorbent etc.) c) Plus 15% Administration Cost on item a.</p>	<p align="center">Y</p>
<p>Invoice for responding to a natural gas incident.</p>	<p>a) Current MTO Rate/Hour/Apparatus b) Plus, the actual cost of any consumables used (i.e. Absorbent etc.) c) Recovery of all costs incurred by the County associated with any environmental impacts or cleanup d) Cost of personnel that attended the incident.</p>	<p>a) Current MTO Rate/Hour/Apparatus b) Plus, the actual cost of any consumables used (i.e. Absorbent etc.) c) Plus 15% Administration Cost on item a.</p>	<p align="center">Y</p>
<p>Invoice Contractor, excavating company, land owner, or company for responding to a natural gas incident that was human caused.</p>	<p>d) Current MTO Rate/Hour/Apparatus e) Cost of personnel that attended the incident f) Recovery of all costs incurred by the County associated with any environmental impacts or cleanup</p>	<p>g) Current MTO Rate/Hour/Apparatus h) Recovery of all costs incurred by the County associated with any environmental impacts or cleanup</p>	<p align="center">Y</p>
<p>Burning during a Burn Ban and/or burning complaint</p>	<p>a) Current MTO Rate/Hour/Apparatus OR a minimum of \$750.00 b) Cost of personnel that attended the incident c) Cost of materials to control spills and leaks and/or other consumable materials that are used.</p>		<p align="center">N</p>
<p>Fire Reports (Insurance and Solicitors)</p>	<p>a) 1 to 2 years old \$100.00 b) 2 to 5 years old \$125.00 c) Archived Reports over 5 years \$175.00 d) Plus, F.O.I costs (if applicable) e) Plus 15% Administration costs, which is the total of items a + b+ c + d listed above</p>	<p>a) 1 to 2 years old \$75.00 b) 2 to 5 years old \$95.00 c) Archived reports over 5 years \$150.00 d) Plus, F.O.I costs (if applicable) e) Plus 15% Administration costs, which is the total of items a + b + c + d listed above</p>	<p align="center">N</p>

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Fire Incident Notification Report by Written Request	a) \$100.00 b) Plus F.O.I. cost (if applicable) c) Plus 15% Administration Costs + HST, which is the total of items a + b listed above	a) \$75.00 d) Plus F.O.I. cost (if applicable) e) Plus 15% Administration Costs + HST, which is the total of items a + b listed above	N
Extraordinary Expenses invoiced to Registered Owner	a) All costs related to but not limited to retaining a private contractor, renting special equipment and /or all consumable materials other than water and medical supplies shall be charged and recovered as a fee if it is deemed necessary to suppress or extinguish a fire, preserve property, prevent a fire from spreading or otherwise control and eliminate an emergency.	a) All costs related to but not limited to retaining a private contractor, renting special equipment and /or all consumable materials other than water and medical supplies shall be charged and recovered as a fee if it is deemed necessary to suppress or extinguish a fire, preserve property, prevent a fire from spreading or otherwise control and eliminate an emergency.	N
Burn Permit (January 1 st to December 31 st)	\$25.00 per residential property. Farm permits include a residential property and 5 vacant land farm property parcels Commercial and STA properties require a permit per civic address	\$20.00 per residential property Farm permits include a residential property and 5 vacant land farm property parcels Commercial and STA properties require a permit per civic address	N
Fire Extinguisher Training (Discretion of Fire Chief)	\$85.00/hour for instructor plus \$50.00 for system rental and \$10.00 training charge per person	\$85.00/hour for instructor plus \$50.00 for system rental and \$10.00 training charge per person	Y
Review Fire Safety Plans	Review plan \$85.00/ per hour Site visit \$85.00 Compliance letter \$100.00	Review plan \$85.00/ per hour Site visit \$85.00 Compliance letter \$85.00	N
Inspection of Commercial Cooking	\$85/hour for inspection Plus \$100.00 for Compliance Letter	\$85/hour for inspection Plus \$85.00 for Compliance Letter	N
Elevator Response – After 2 responses per year	a) Current MTO Rate/Hour/Apparatus	a) Current MTO Rate/Hour/Apparatus	Y
Administration Fee May be applied to any operational support services that generate invoicing or research but doesn't include property information requests.	\$300.00	\$300.00	
Re-Inspection Fee (Follow-up Fire Inspections beyond the first free inspection)	\$300	Re-Inspection Fee (Follow-up Fire Inspections beyond the first free inspection)	
Any resident whom makes more than two complaints where the fire department is unable to validate the complaint - at the discretion of the Chief	\$300		

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "C"
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WASTE MANAGEMENT

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
HOUSEHOLD WASTE			
Collected at curb - 18kg/bag or container	\$3.25	\$3.00	N
Deposited at landfill or Transfer Site for each bag	\$5.00	\$5.00	N
Sale of Blue Boxes each	\$10.00	\$10.00	N
Sale of Green Organic Bin	\$58.00	\$53.00	N
Sale of organics kitchen catcher	\$10.00	\$10.00	N
Sale of Composter	\$40.00	\$40.00	N
Recyclable Materials	No charge	No charge	N
Composter Giveaway Program (while supplies last)	No charge		

BULK WASTE AND OTHER LOOSE GARBAGE (including brush) -

Passenger car trunk load	\$10.00	\$10.00	N
Van loads larger than passenger car volume - Minimum per load (based on volume)	\$20.00	\$20.00	N
Van loads larger than passenger car volume - Maximum per load (based on volume)	\$35.00	\$35.00	N
Pickup truck/similar sized utility trailer - Level Box Load	\$50.00	\$50.00	N
In addition to Level Box Load Fee, overfilled pickups/larger vans and trailers based on level load pickup comparison up to an additional 6" in height = 25% increase in volume-Level Box Load	\$10.00	\$10.00	N
In addition to Level Box Load Fee, overfilled pick up or trailers to a maximum of 18" above fixed side railings will be an additional flat fee	\$20.00	\$20.00	N
In addition to Level Box Load Fee, overfilled pickups/larger vans and trailers based on level load pickup comparison up to an additional 18" in height = 75% increase in volume-Level Box Load	\$30.00	\$30.00	N
Medium size item - each (e.g. chair, table)	\$5.00	\$5.00	N
Large item - each (e.g. couch, queen size, and smaller, mattresses, box spring, 80" x 60" or less)	\$10.00	\$10.00	N
Extra large item - each (e.g. king-size mattress, box spring, hide-a-bed)	\$15.00		
Note: Loads will continue to be rated in increments of 6"/25%, it will be the responsibility of the site operator to establish the load size and charge accordingly.			

ALL CONSTRUCTION DEBRIS WILL BE ACCEPTED AT TRANSFER STATIONS ONLY (Building debris, drywall, concrete with no re-bar, etc.)

Passenger car trunk load	\$20.00	\$20.00	N
Van loads larger than passenger car volume - Minimum per load (based on volume)	\$35.00	\$35.00	N
Van loads larger than passenger car volume – Maximum per load (based on volume)	\$60.00	\$50.00	N
Pickup truck/similar sized utility trailer - Level Box Load	\$60.00	\$50.00	N
In addition to Level Box Load Fee, overfilled pickups/larger vans and trailers based on level load pickup comparison up to an additional 6" in height = 25% increase in volume-Level Box Load	\$15.00	\$10.00	N
In addition to Level Box Load Fee, overfilled pick up or trailers to a maximum of 18" above fixed side railings will be an additional flat fee	\$30.00	\$20.00	N
In addition to Level Box Load Fee, overfilled pickups/larger vans and trailers based on level load pickup comparison up to an additional 18" in height = 75% increase in volume-Level Box Load	\$45.00	\$30.00	N
Note: Loads will continue to be rated in increments of 6"/25%, it will be the responsibility of the site operator to establish the load size and charge accordingly.			

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "C"
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WASTE MANAGEMENT

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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METAL

Non-contaminated	No Charge	No Charge	
All non-refrigerated white goods	No Charge	\$10.00	N
All refrigerated white goods with refrigerant removed and tagged	No Charge	\$20.00	N
All refrigerated white goods containing refrigerant	\$30.00	\$30.00	N

TIRES

All sizes manageable by hand (not on rims and not containing foam, filler or metal)	No Charge	No Charge	
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BRUSH

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Brush - Passenger car trunk load	No Charge	No Charge	
Brush - Van loads larger than passenger car volume - (based on volume)	\$5.00	\$5.00	N
Brush - Pickup truck/similar sized utility trailer - Level Box Load	\$10.00	\$10.00	N/
Brush - In addition to Level Box Load Fee, overfilled pickups/larger vans and trailers based on level load pickup comparison up to an additional 24" in height = 50% increase in volume-Level Box Load	\$5.00	\$5.00	N
Brush - Large trailer - Level Box Load	\$20.00	\$20.00	N
Mulch give-away pilot program - while supplies last	No Charge		

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "D"

as Amended by By-Law 43-2023

TRANSPORTATION SERVICES

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
ROADS			
Entrance Permits, per entrance. Additional financial security may be required	\$550.00	\$550.00	N
Entrance Permits - Additional inspections, if required, per inspection	\$100.00	\$100.00	N
Oversize Load Moving Permits, per move. Additional financial security may be required	\$100.00	\$100.00	N
Oversize Load Permit - if inspection of move is required, per inspection	\$150.00	\$150.00	N
Annual Oversize Load Move Permit	\$250.00	\$250.00	N
Temporary Occupancy Permit (occupying space within the road allowance or other public property, no surface disturbance)	\$50.00 plus \$15.00/day	\$30.00 plus \$15.00/day	N
Occupancy Permit for work on municipal road allowance or other public property including, boring, road cuts, paving, grading, etc., per location	\$500.00	\$500.00	N
Municipal Consent Permit - Utility Expansion Projects per 300 metres of roadway chainage in settlement areas and 1,000 metres everywhere else	\$400.00	N/A	
ROAD ALLOWANCE CLOSURES/DECLARING SURPLUS			
Processing Fee	\$900.00	\$900.00	N
Additional expenses (e.g. legal, appraisal, title search, registration, survey and land costs)	At Cost	At Cost	Y
ENCROACHMENT AGREEMENTS			
Encroachment Agreements	\$750.00	\$750.00	N
Road Use Agreements – 500 KW capacity and smaller projects	\$400.00	\$400.00	N
Road Use Agreements – Over 500 KW capacity projects	\$5,000.00	\$5,000.00	N
Additional expenses (e.g. legal, appraisal, title search, registration, survey and land costs)	At Cost	At Cost	Y
FINGERBOARDS & OTHER SIGNS			
Finger Board Signs – Production and Installation of new sign	\$200.00	\$200.00	Y
Finger Board Signs - Annual maintenance charge per sign	\$75.00	\$75.00	Y
Picton Business Park Sign - Installation of sign	\$100.00	\$100.00	N
Picton Business Park Sign - Annual maintenance charge per sign	\$400.00	\$400.00	N
Civic Address Sign	\$30.00	\$60.00	N
Civic Address Sign Post	\$30.00		N
SERVICE CONNECTIONS			
Permit to connect to Municipal Water and/or Sanitary Sewer (works within the Municipal Right of Way)	\$600.00	\$600.00	Y

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "E"
DEVELOPMENT SERVICES**

Item/Services	Jan 1, 2023	HST
All applications require a signed Cost Acknowledgement Agreement.		
See FOOTNOTES below, when indicated, for further details		
	All fees will be increased by 2% annually to adjust for expected inflation.	

OFFICIAL PLAN OR SECONDARY PLAN AMENDMENT

Pre-consultation Fee ³	\$510.00	N
Advertising Fee	\$510.00	N
Public Notice - Sign Fee	Not included in Application and responsibility of Applicant ²	
Official Plan or Secondary Plan Amendment Application	\$4,921.50	N

ZONING BY-LAW¹

Pre-consultation Fee ³ (not required for condition of consent)	\$510.00	N
Advertising Fee	\$153.00	N
Public Notice - Sign Fee	Included in Application Fee	
Zoning By-Law Amendment Application - Condition of Consent (both the severed and retained lots can be addressed in one application).	\$2,184.84	N
Zoning By-law Amendment Application	\$2,397.00	N
Temporary Use By-law	\$1,129.14	N
Removing 'H' Symbol from original comprehensive zoning By-Law	\$1,129.14	N
Zoning Compliance & Work Order Letter	\$127.50	N

PLAN OF SUBDIVISION OR CONDOMINIUM¹

Pre-consultation Fee ³	\$510.00	N
Advertising Fee	\$510.00	N
Public Notice - Sign Fee	Not included in Application and responsibility of applicant ²	
Plan of Subdivision or Condominium (for defined services in accordance with Schedule A of the Cost Acknowledgement Agreement)	\$9,180.00 plus \$75.00 per lot/unit/block ⁶	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Subdivision/Condominium Revision/Resubmission (3rd submission and subsequent before Draft Approval and during detailed design)	\$2,040.00	N
Draft Approval Extension Request	\$1,716.66	N
Redline Revision Request	\$1,887.00	N
Condominium Exemption Request	\$2,448.00	N
Condo Conversion	\$5,100.00	N
Stamping Fee for Final Approval	\$1,020.00	N
Subdivision/Condominium Agreement		
Subdivision Agreement	\$2,975.34	N
Condominium Agreement	\$2,975.34	N
Pre-Servicing Agreement	\$2,975.34	N

DEEMING BY-LAW OR PART LOT CONTROL BY-LAW

Deeming By-law or Exemption of Part Lot Control By-law	\$2,020.00	N
Heritage Property Designation By-law	No Fee	
Heritage Property De-Designation By-law	No Fee	

CONSENTS¹

Pre-consultation Fee ³	No fee	
Advertising Fee	\$153.00	N
Public Notice - Sign Fee	Included in Application Fee	
Consent for New Lots ⁴	\$1,938.00	N
Consent for Technical Purposes ⁴ (lot addition, easements, rights-of-way, and an application under Section 50 (18) of the Planning Act re: foreclosure and exercise power or sale)	\$1,768.68	N
Certificate of Validation	\$1,768.68	N
Reissuance of Certificate of Consent	\$306.00	N
Deed Stamping Fee	\$306.00	N
Application Deferral (initiated by applicant)	\$561.00	N
Recirculation Fee (new sketch)	\$1530.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

MINOR VARIANCE¹

Pre-consultation Fee ³	No Fee	
Advertising Fee	\$153.00	N
Public Notice - Sign Fee	Included in Application Fee	
Minor Variance Application	\$1,428.00	N

AMENDMENTS TO CONDITIONS OF APPROVAL

An application to amend the condition of a draft approved severance creating new lot	\$728.28	N
An application to amend the condition of a draft approved severance if no new lot created	\$572.22	N
An application to amend the condition of a draft approved subdivision or condominium.	\$1,872.72	N

SITE PLAN CONTROL & OFF-SITE SERVICING AGREEMENTS¹

Pre-consultation Fee ³	\$510.00	N
Advertising Fee	\$150	N
Public Notice - Sign Fee	Not included in Application and responsibility of applicant ²	
Site Plan Control Application Minor ⁵	\$4,233.00	N
Site Plan Control Application Major	\$5,610.00	N
Site Plan Control Amendment Application	\$4,233.00	N
Site Plan Revision / Resubmission (3rd and each subsequent revision)	\$2,440.00	N
Off-Site Servicing Agreement	Cost Recovery	

LOCAL PLANNING APPEAL TRIBUNAL (LPAT)

Appeal Fee to the Ontario Municipal Board as set by the LPAT Regulations	Fee Set by LPAT Regulations	N
Staff and Legal Fees associated with processing an LPAT appeal file and preparing for and giving evidence at the Local Planning Appeal Tribunal or mediating a resolution	Cost Recovery	

OTHER FEES

Review Pit Licence Application and Comments to MNR	\$4,369.68	N
Telecommunications Towers & Antennas Application	\$2,550.00	N
Renewable Energy Review	\$1,479.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Special Agreements (Development, Letter of Undertaking, etc.) and Miscellaneous	\$510.00	N
Municipal Construction Inspector - Inspection fees in connection with the development of Subdivision Lands, Lands under Site Plan Control or Development Agreements.	\$77.00/hr	Y
Legal Fees	Cost Recovery	Y
Staff Administration for Peer Review - by professional consultants of detailed studies or reports (i.e. hydrogeological, retail market, noise, environmental impact, etc.) or legal fee in addition to any application fee already received	\$1,040.00 plus peer review costs	Y
Cash-in-lieu of Parkland - dedication for all new lots created through the consent process which are zoned or proposed to be zoned, in any category that permits a residential dwelling, excluding commercial and industrial zone categories	\$4,200.00	N
Cash-in-lieu of Parkland-dedication for all new lots created through the consent process which are zoned or proposed to be zoned commercial	2% of the appraised value of new lot	N
Cash-in-lieu of Parkland-dedication for all new lots created through the consent process which are zoned or proposed to be zoned industrial	2% of the appraised value of new lot	N

OTHER COSTS

Paper Copy of Secondary Plan	\$100.00	Y
Paper Copy of local zoning by-law	\$100.00	Y
Paper Copy of County Official Plan	\$125.00	Y

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

FOOTNOTES:

1. Applications in corresponding table require a signed Cost Acknowledgement Agreement and Deposit Fee.
2. Creation and posting of property signs advising of active applications, as outlined in Planning Act regulations, are the responsibility of the applicant. The Municipality can provide specifications for signs to meet municipal requirements.
3. Pre-consultation Fees will be deducted from the Application Fee if an application is received within one (1) year of the Pre-consultation Meeting Date.
4. A maximum of two lots (one severed and one retained) can be created by any one consent application.
5. A minor site plan application includes the redevelopment of existing buildings to add 50 per cent or less of the existing gross floor area, expanding existing parking lots to increase the number of spaces by no more than 50 percent, low density residential development, with 5 units or less; or residential development associated with blocks on an approved plan of subdivision or plan of condominium; or new commercial and industrial developments that do not exceed a gross floor area of 200 square metres (2152 square feet). Director of Development Services has final determination.
6. Fee will be charges for residential, commercial, industrial, institutional blocks; the fee will not apply to technical blocks being used for stormwater management facilities and/ or technical blocks for reserves, etc..

ADDITIONAL NOTES:

1. Applications that are submitted concurrently will require the submission of all Deposit Fees outlined below.
2. Quinte Conservation costs for planning review of all application will be as per Quinte Conservation fee schedule. This fee is to be submitted to Quinte Conservation upon invoice.
3. Notwithstanding the tariff of fees prescribed above, the County of the Corporation of the County of Prince Edward may reduce the amount of, or waive the requirement for the payment of a fee in respect of the application in accordance with County Policy.
4. Where possible, any other County fees will be obtained by the Development Services Department when application is made and transferred internally.
5. Combined Applications Fee Reduction of \$200.00 for applications that can be processed concurrently with only one report and only one public meeting.
6. Additional costs may arise from planning applications already being processed. The Municipality may, depending on the magnitude, require the applicant to pay additional costs incurred by the Municipality.

Required Deposits are:	Jan 1, 2023	HST
Official Plan Amendment	\$5,100.00	N
Zoning Amendment	\$2,040.00	N
Plan of Subdivision/Condominium	\$10,200.00	N
Consent	\$2,040.00	N
Minor Variance	\$510.00	N
Site Plan	\$2,040.00	N
Deeming By-law	\$1,020.00	N
Pit Licence Application -Legal not required	\$3,060.00	N
Pit Licence Application - Legal required	\$4,080.00	N
Refunds will be disbursed as such:		
Withdrawn in advance of technical circulation	100% of fees refunded	
Withdrawn following technical circulation	50% of fees refunded	
Withdrawn with meeting scheduled	25% of fees refunded	
Withdrawn after meeting	No refund	

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "F"

Page 1 of 4

BUILDING PERMITS AND OTHER FEES

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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BUILDING ADMINISTRATION FEES

Compliance Letter - - Special Inspection Requests for Liquor Licensing	\$100.00 Plus \$85.00/hour for Inspection	\$75.00	N
Compliance Letter - -Other Special requests	\$200.00		
Document reproduction and additional plans of document required to process a permit application - Added to Permit Fee	\$0.30/copy	\$0.30/copy	N
Re-Inspections/Services/Special Inspections charge per inspection	\$300.00	\$75.00	N
Revisions to an application or an issued permit plus Rate from Building Permits fees	\$150.00	\$150.00	N
Transfer of permit to new owner. Flat Fee	\$150.00	\$150.00	N
Drawing review fee for Institutional/Commercial/ Industrial and large projects requiring outside review. The corporation will require a deposit of \$5,000.00 to cover the cost of the review. Any unused portion of the deposit will be returned to the applicant when the permit is issued.	\$5,000.00	\$5,000.00	N

BUILDING PERMITS

Assembly Occupancies			
Base Amount	\$150.00	\$150.00	N
PLUS New construction per square metre of floor area or part thereof	\$12.00	\$12.00	N
PLUS Renovations to existing per square meter of floor area or part of thereof	\$6.00	\$6.00	N
Institutional Occupancies			
Base Amount	\$150.00	\$150.00	N
PLUS New construction per square metre of floor area or part thereof	\$12.00	\$12.00	N
PLUS Renovations to existing per square meter of floor area or part of thereof	\$6.00	\$6.00	N

Residential Occupancies Apartment Buildings

Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$11.00	\$11.00	N

Detached, semi-detached and townhouse dwellings and other residential occupancies

Base Amount	\$150.00	\$150.00	N
PLUS New construction per square metre of floor area or part thereof	\$11.00	\$11.00	N
PLUS Renovations to existing or Basement finish per square metre of floor area or part thereof	\$6.00	\$6.00	N

Business & Personal Service Occupancies Single Store Business Plazas

Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$12.00	\$12.00	N
Multi-Storey Office Buildings			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$11.00	\$11.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "F"

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BUILDING PERMITS AND OTHER FEES

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Other Business and Personal Service Occupancies			
Base Amount	\$150.00	\$150.00	N
PLUS New Construction per square metre of floor area or part thereof	\$12.00	\$12.00	N
PLUS Renovations per square metre of floor area or part thereof	\$6.00	\$6.00	N
Mercantile Occupancies - Single Storey Buildings			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$12.00	\$12.00	N
Multi-storey Buildings			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$11.00	\$11.00	N
Industrial Occupancies Farm Building Un-serviced Storage Buildings			
Base Amount	\$100.00	\$100.00	N
PLUS Per square metre of floor area or part thereof	\$2.00	\$2.00	N
Other industrial buildings			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$6.00	\$6.00	N
Parking Garages, Boat Houses, Unfinished Basements and Service Floors In Any Building New Structures			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$6.00	\$6.00	N
Renovations/Repairs			
Base Amount	\$150.00	\$150.00	N
PLUS Per square metre of floor area or part thereof	\$2.00	\$2.00	N
Work Order Searches			
	\$100.00	\$100.00	
Minor Residential Structures, Alterations and Plumbing only including			
- Decks, gazebos (each)			N
- Fireplace, wood stove (each)			
- Storage shed (each 50 sq metres)			
Replacement of three plumbing fixtures or less, excluding hot water tanks	\$50.00	\$50.00	N
Minor Non-Residential Structures, Including:			
- School portables (each)			N
- Temporary pre-fabricated trailers (each)			
- Other similar minor stand-alone structures associated with non-residential use (max 50/sq metres)	\$200.00	\$200.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "F"

Page 3 of 4

BUILDING PERMITS AND OTHER FEES

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Tents and Air Supported Structures Structures that exceed 225m ² require certification by a professional engineer.	\$150.00	\$150.00	N
- Temporary tents 60m ² - 225m ²			
- Temporary tents exceeding 225m ²	\$200.00	\$200.00	N
Air supported structures			
Base Amount	\$150.00	\$150.00	N
PLUS Per Square metre of floor area or part thereof	\$5.00	\$5.00	N
Sewage System			
- New installation	\$600.00	\$600.00	N
- Severance inspection	\$100.00	\$100.00	N
- Inspection fees for an existing system	\$150.00	\$150.00	N
- Site Servicing - Base Amount	\$100.00	\$100.00	N
- Site Servicing - Per linear metre	\$5.00	\$5.00	N
Structural Sign	\$150.00	\$150.00	N

Alterations to existing buildings (not provided for in above)

Per \$1,000 of construction value	\$10.00	\$10.00	N
Minimum Charge	\$150.00	\$150.00	N
Change of Use	\$200.00	\$200.00	N
Pool Enclosure Permit	\$150.00	\$150.00	N
Conditional Building Permit Requires minimum 10% of construction value, letter of credit			
Base Amount	\$150.00	\$150.00	N
10% of total permit fee	10%	10%	
Demolition Permits	\$150.00	\$150.00	N

Administration Fee

\$100.00 minimum to a maximum of \$1,000 based on 50% of the applicable fee be applied in addition to the permit fee for any project starting without a permit

Minimum Fee	\$150.00	\$150.00	N
Maximum Fee	\$1,000.00	\$1,000.00	N
Equivalency Permit			N
Base Amount	\$150.00	\$150.00	N
Hourly Administration Fee	\$75.00	\$75.00	N
Plus External reviews and/or approvals	At Cost	At Cost	N
Revisions to existing permits			N
Base Amount	\$100.00	\$100.00	N
Hourly Administration Fee	\$100.00	\$100.00	N
Plus External reviews and/or approvals	At Cost	At Cost	N
Sidewalk Patio Fees			
Non-refundable Application Fee	\$50.00	\$50.00	N
Month rental fee for the utilization of municipal sidewalks and/or parking spaces	\$300.00	\$300.00	N

The Corporation of the County of Prince Edward
2023 Fees and Charges

Schedule "F"
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BUILDING PERMITS AND OTHER FEES

Item/Services
Refunds Refunds will only be processed on the following basis maximum 50% if permit has been reviewed and is ready for issue or is issued, maximum 75% if architectural plans review has not commenced or been completed. No refund less than \$200 will be issued.
Specialized unit costs (material alterations of additions) Any building permit not otherwise listed will be assessed at 1% of the project's construction value. Construction values submitted are at the discretion of the Chief Building Official.
REFUND OF FEES (BASED ON STATUS OF APPLICATION)
Application filed then withdrawn - no processing or review of plans reviewed All fees refunded save and except for administration fee of \$100.00
Application filed – plans reviewed and permits issued and then withdrawn 60% of fees submitted with application or at the time of permit being issued
Additional deduction for each field inspection performed \$100.00 per inspection
Permits valued at \$100.00 or less No Refund

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "G"
CANINE CONTROL**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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LICENCING AND KENNEL FEES

Dog license tag - each dog - neutered or spayed	\$20.00	\$20.00	N
Dog license tag - each dog	\$30.00	\$30.00	N
Replacement dog tag	\$2.00	\$2.00	N
Kennel licence fee	\$100.00	\$100.00	N
Kennel inspection fee	\$100.00	\$100.00	N
Sporting Dogs licence fee	\$100.00	\$100.00	N
Dangerous Dogs	\$200.00	\$200.00	N

FEES FOR SERVICES FOR ANIMALS IMPOUNDED OR DETAINED

Daily Pound Rate	\$20.00	\$20.00	Y
Quarantine Charge (Isolation Unit)	\$30.00	\$30.00	Y
Transportation Charge (Flat Rate for transportation to the pound from anywhere in the County)	\$30.00	\$30.00	Y
Adoption Charge	\$50.00	\$50.00	Y
Re-adoption charge	\$20.00	\$20.00	Y
Rabies Vaccination	\$20.00	\$20.00	Y
Sedation of dog per dose	\$15.00	\$15.00	Y
Bath Charge	\$20.00	\$20.00	Y
Deposit for Loan of Large Trap*	\$50.00	\$50.00	Y
Deposit for Loan of Small Trap*	\$25.00	\$25.00	Y
*Loan charges are refundable upon return of trap in satisfactory condition.			

*** changes in fees due to increased operational costs / last fee increase was prior to 2010 ***

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "H"
as Amended by By-Law 50-2023**

TAXICAB LICENCE AND OTHER FEES

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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TAXICAB OWNER LICENCE FEES

For each new taxicab owner's vehicle licence per annum	\$300.00	\$300.00	N
For first year or each renewal owner's vehicle licence per annum	\$200.00	\$200.00	N
New taxicab vehicle licence six (6) months or less*	\$100.00	\$100.00	N
*This does not apply to new or additional taxicab owners licence applications or new taxicab operator's licence applications.			

OPERATOR'S LICENCE FEES

New taxicab operator's licence application per annum	\$50.00	\$50.00	N
Renewal taxicab operator's licence application per annum	\$25.00	\$25.00	N
Annual Delivery Vehicle Licence Fee	\$200.00	\$200.00	N
Annual Limousine Licence Fee- vehicles not used as taxicabs	\$200.00	\$200.00	N

MISCELLANEOUS

For transfer of a taxicab owner's licence from one motor vehicle to a replacement motor vehicle	\$10.00	\$10.00	N
For replacement of taxicab owner's licence or taxicab operator's licence, if either are lost or destroyed	\$20.00	\$20.00	N
Operator and owner transfer fee	\$5.00	\$5.00	N
Replacement of taxicab owner's licence plate	\$35.00	\$35.00	N
Maximum number of taxicab owner's licences to be issued at any one time within the County of Prince Edward	30	30	
Maximum number of taxicab owner's licences per company or owner is:	10	10	
Taxicab owner and taxicab operator licences fees may be applied on a 50% descending rate within six (6) months of the determined renewal date.			

FALSE ALARM

The first response to a False Alarm in a calendar year shall give rise to a verbal warning, where applicable, by Police Officers involved in the response, and a written caution shall be forwarded by regular mail to the Owner/Occupant of the premises at which the alarm is located.	Verbal warning	N/A	N
A second response to a False Alarm in the same calendar year shall give rise to a fee for service provided by the Ontario Provincial Police	\$100.00	N/A	N
A third response to a False Alarm in the same calendar year shall give rise to a fee for service provided by the Ontario Provincial Police	\$200.00	N/A	N
A fourth response and all subsequent responses to a False Alarm in the same calendar year shall give rise to a fee for service provided by the Ontario Provincial Police	\$400.00	N/A	N

NON-COOKING MOBILE RESTAURANT LICENCES

Single Location	\$400.00		N
Transient	\$500.00		N
Human propelled	\$25.00		N
Motorized Street Service	\$500.00		N

COOKING MOBILE RESTURANT LICENCES

Single Location	\$400.00		N
Transient	\$500.00		N
Licence application fees are waived for mobile restaurants operated by a not for profit organization			
Licence application fees are waived for mobile restaurants operated by a not for profit			

MOBILE RESTAURANT SPECIAL EVENT PERMIT

Mobile Restaurant Special Event Permit	\$150.00		N
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**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "I"
TAXI FARE RATE**

Page 1 of 2

Item/Services	Jan 1, 2023	Jan 1, 2022
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MAXIMUM TAXICAB RATES FOR FARES ORIGINATING IN PICTON INCLUSIVE OF HST (or pick up or returning to Picton) *Changed as per By-Law 63-2020, as amended.*

Big Island Road North and Allison Road	\$35.20	\$32.00
Black River Cheese Factory County Rd. 13	\$24.20	\$22.00
Bloomfield – far westerly Village limits	\$17.60	\$16.00
Carrying Place Loyalist Parkway	\$69.30	\$63.00
Cement Plant County Rd 49	\$15.40	\$14.00
Cherry Valley (stop sign at County Rd 10 & 18)	\$19.80	\$18.00
Consecon	\$56.10	\$50.49
Crofton (corner of Hwy 62 & Burr Rd)	\$35.20	\$32.00
Demorestville	\$25.30	\$23.00
Fawcettville	\$11.00	\$10.00
Fish Lake Road at Hwy 49 end	\$28.60	\$26.00
Four Corners – County Rd 1 & 2	\$29.70	\$27.00
Glenora Ferry Hwy 33	\$16.50	\$15.00
Hallowell House Nursing Home	\$12.10	\$11.00
Hayloft Salmon Pont Rd	\$30.80	\$28.00
Isaiah Tubbs Resort County Rd 12	\$24.20	\$22.00
Corners of County Rd 1 & Hwy 62	\$24.20	\$22.00
Lake on the Mountain Provincial Park	\$19.80	\$18.00
Long Point area	\$64.90	\$59.00
Macaulay Village (Prince Edward Heights)	\$11.00	\$10.00
McFarland Nursing Homes / Wellings of Picton	\$11.00	\$10.00
Milford County Rd 10	\$22.20	\$22.00
Northport County Rd 15	\$37.40	\$34.00
Picton – within town limits	\$9.90	\$9.00
Point Petre (Simpson's Crossroad)	\$37.40	\$34.00
Prinyers Cove	\$64.90	\$59.00
Roses Crossroad at County Rd 7 or 8	\$35.20	\$32.00
Rossmore	\$55.00	\$50.00
Sandbanks Provincial Park – Store a/o camp sites	\$35.20	\$32.00
Sandbanks Provincial Park – Gates	\$30.80	\$28.00
Salmon Point Church, Salmon Point Rd	\$24.20	\$22.00
Sandy Hook between Loyalist & County Rd 10	\$12.10	\$11.00
Shelter Valley Trailer Park County Rd 10	\$13.20	\$12.00
Upper Lake Street	\$11.00	\$10.00
Waupoos Marina	\$30.80	\$28.00
Wellington	\$35.20	\$32.00
West Lake Nursing Home County Rd 12	\$24.20	\$22.00

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "I"
TAXI FARE RATE**

Page 2 of 2

Item/Services	Jan 1, 2023	Jan 1, 2022
MAXIMUM TAXICAB RATES FOR FARES ORIGINATING IN PICTON INCLUSIVE OF HST (continued)		
Belleville – to Front Street South	\$58.30	\$53.00
Belleville –to Front Street North or Train Station	\$60.50	\$55.00
Deseronto	\$42.90	\$39.00
Kingston	\$121.00	\$110.00
Marysville	\$46.20	\$42.00
Napanee	\$68.20	\$62.00
Toronto – Airport	\$467.50	\$425.00
Trenton	\$77.00	\$70.00
All stops, up to five minutes waiting	\$4.00	\$4.00
All deliveries, Town of Picton	\$9.00	\$9.00
All deliveries, MacCauley Village (Prince Edward Heights)	\$10.00	\$10.00
All prices out of Picton beyond reference points (per km)	\$1.60	\$1.60

The fare charged shall be a maximum of \$1.60 per kilometer from Picton to any location not listed above.

Any fare picked up outside of Picton shall be charged the starting price from Picton to the listed or non-listed destination

All stops en route \$3.00 for every five minutes

Other waiting \$45.00 per hour

Delivery Calls, the regular passenger fare plus the \$3.00 stop fee

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "J"

as Amended by By-Law 67-2023

PARKING CONTROL

Item/Services	Jan 1, 2023	HST

PARKING PAY STATIONS

Picton Parking Meters per hour (includes all streets identified within Schedule 1 of Parking By-law as amended)	\$1.50	Inc
Market Lane Parking Per Hour	\$0.50	Inc
Park in Designated Boat Launch Parking Area (vehicle, no trailer)	\$10.00	N
Park in Designated Boat Launch Parking Area (vehicle with trailer)	\$20.00	N

SEASONAL PARKING PASSES (BOAT LAUNCHES)

Seasonal Boat Launch Parking Pass (local residents pass)	\$50.00	Y
Seasonal Boat Launch Parking Pass (general pass)	\$100.00	Y

PARKING FINES

Fail to Pay for Parking in Designated Boat Launch Parking Area (paid within 7 days)	\$35.00	N
Fail to Pay for Parking in Designated Boat Launch Parking Area (paid after 7 days)	\$50.00	N
Parking with an expired ticket obtained from a Parking Pay Station (paid within 7 days)	\$15.00	N
Parking with an expired ticket obtained from a Parking Pay Station (Set fine)	\$20.00	N
Park within 2 meters of Fire Hydrant (paid within 7 days)	\$35.00	N
Park within 2 meters of Fire Hydrant (set fine)	\$50.00	N
Park in Designated Fire Route (paid within 7 days)	\$75.00	N
Park in Designated Fire Route (set fine)	\$100.00	N
Park between 2:00 a.m. and 6:00 a.m. (paid within 7 days)	\$20.00	N
Park between 2:00 a.m. - 6:00 a.m. (set fine)	\$25.00	N
Park in excess of permitted time (paid within 7 days)	\$17.00	N
Park in excess of permitted time (set fine)	\$25.00	N
Park in No Parking Area (paid within 7 days)	\$35.00	N
Park in No Parking Area (set fine)	\$50.00	N
Park in Loading Zone (paid within 7 days)	\$35.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Park in Loading Zone (set fine)	\$50.00	N
Park on a Boulevard (paid within 7 days)	\$15.00	N
Park on a Boulevard (set fine)	\$20.00	
Park a Heavy Vehicle, Trailer or Commercial Vehicle at Off Street Parking Lot (paid within 7 days)	\$100.00	N
Park a Heavy Vehicle, Trailer or Commercial Vehicle at Off Street Parking Lot (set fine)	\$150.00	N
Park Derelict Vehicle (paid within 7 days)	\$100.00	N
Park Derelict Vehicle (set fine)	\$150.00	N
Park in Disabled Parking Space (paid within 7 days)	\$300.00	N
Park in Disabled Parking Space (set fine)	\$400.00	N
Park in Designated Increased Fine No-Parking Area - Zone A (May 1 to Oct. 31, paid within 7 days)	\$300.00	N
Park in Designated Increased Fine No-Parking Area - Zone A (May 1 to Oct. 31, paid after 7 days)	\$400.00	N
Park in Designated Increased Fine No-Parking Area - Zone B (May 1 to Oct. 31, paid within 7 days)	\$75.00	N
Park in Designated Increased Fine No-Parking Area - Zone B (May 1 to Oct. 31, paid after 7 days)	\$100.00	N
Park between 12:00 a.m.-6:00 a.m. Winter Parking (paid within 7 days)	\$35.00	N
Park between 12:00 a.m. - 6:00 a.m. Winter Parking (set fine)	\$50.00	N
<p>Within 7 days of the date of the Certificate of Parking Infraction, you may choose one of the following options:</p> <p>1) Voluntary Payment; or</p> <p>2) Plea Not Guilty. Deliver, either in person or mail, the Parking Infraction Notice (and payment where applicable) to The Corporation of the County of Prince Edward, Shire Hall, 332 Main Street, Picton, Ontario, K0K 2T0</p>		

Other Services	Jan 1, 2023	HST
Appeal to administrative hearing officer	\$75.00	

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "K"
MUNICIPALLY OPERATED CEMETERIES
(as legislated under the *Funeral, Burial and Cremation Services Act, 2002*)**

Item/Services	Jan 1, 2023	HST
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Sale of Interment Rights (includes C & M 40%)

Single Lot 10'x4' includes 2 Cornerstones (Max. Capacity: 1 Full Burial + 3 Cremations or 4 Cremations)	\$1,300.00	Y
Double Lot 10'x8' includes 4 Cornerstones	\$2,400.00	Y
Single Cremation Vault Lot (Max. Capacity: 1 Cremation Burial)	\$450.00	Y
Double Cremation Vault Lot (Max. Capacity: 2 Cremation Burials)	\$650.00	Y

Columbarium Niches (includes C & M 15%)

Top 2 Rows	\$2,000.00	Y
Third Row	\$1,800.00	Y
Bottom Row	\$1,600.00	Y

Niche Plaques

Bronze Wreath 10" x 7"	\$600.00	Y
Year of Death Addition	\$300.00	Y

Scattering

Scattering of Cremated Remains	\$325.00	Y
Care and Maintenance per Scattering	\$30.00	N

Interment Fees

Single Grave Opening/Closing	\$1000.00	Y
Infant/Child (up to three years)	\$450.00	Y
Cremation Interment	\$500.00	Y
Additional Cremation Interment	\$225.00	Y
Niche Inurnment	\$350.00	Y
Additional Niche Inurnment	\$150.00	Y

Disinterment

Full Vault/Casket Burial (extra costs could apply depending on location)	\$2,500.00	Y
Cremated Remains/Urn	\$650.00	Y

Surcharges on Interments

Cremation Vault burial	\$150.00	Y
Late burial after 4.00 p.m. (every hour after plus \$100.00)	\$150.00	Y
Saturday burial	\$250.00	Y
Statutory holiday	\$500.00	Y

No interments shall be made on a Sunday, Good Friday or Christmas Day except in accordance with the direction of the Medical Officer of Health". Winter conditions may apply at the discretion of the Cemetery manager. Winter defined as: December 1st to March 31st.

Other

Staking/Flagging for Monument or Marker Foundations	\$125.00	Y
Cornerstones 6" x 6" x 4" Granite (Set of Two)	\$100.00	Y
Administration Fees (Transfer/Re-Sale of Interment Rights)	\$125.00	Y

Care and Maintenance Fund

Flat Markers under 173 square inches	\$0.00	N
Flat Markers 173 square inches or more	\$100.00	N
Monuments less than 4 feet (4') in length and height or less (including base)	\$200.00	N
Monuments more than 4 feet (4') in length and height (including base)	\$400.00	N

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "L"
MARINAS AND HARBOURS**

Item/Services	Jan 1, 2023	June 1, 2022	HST
WELLINGTON MARINA AND HARBOUR RATES AND FEES			
Season Dock – includes water & hydro	\$1,700	\$1,700	Y

Boat launch parking fees and seasonal parking passes are listed in Schedule "J" Parking Control.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "M"
MUSEUMS & PROGRAMS**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
General Admission to all County Museums			
Admission by Donation			
Ameliasburgh Heritage Museum, MacAulay Heritage Park, Wellington Heritage Museum, Rose House Museum, Mariners Park Museum	Donation	Donation	
All Museums – School Group Fees			
Per Student	\$5.00		Y
All Museums – Research Fees			
Curatorial Research Request	\$40.00/hr	\$35.00/hr	Y
All Museums – Special Programming			
Museum Camp - All sites for ages 4-12 (per child/per day)	\$50.00		Y
All Museums – Filming & Photography Fees			
Non-professional - all sites	Donation		
Professional - all sites per hour	\$50.00/hr		
All Museums – Facility Rentals (per hour)			
Non-Profit Community Group/Service* Grounds only	\$50.00		Y
Non-Profit Community Group/Service* Interior Access w/ limited amenities	\$50.00		Y
Non-Profit Community Group/Service* Interior & Exterior Access w/ limited amenities	\$100.00		Y
Museum Rental - Grounds Only	\$80.00		Y
Museum Rental - Interior Access w/ limited amenities	\$80.00		Y
Museum Rental - Interior & Exterior Access w/ limited amenities	\$160.00		Y
Non-Profit Community Group/Service* Grounds only	\$50.00		Y
All other request, please contact the Supervisor of Museums and Cultural Services			
Damage Deposit/Cancelation Fee	\$150.00	\$150.00	N
TERMS AND CONDITIONS OF RENTAL			
The rental fee is double on a Municipally recognized Statutory Holiday			
* Non-Profit Community Groups / Services must provide proof of non-profit status and there can be no cost (admission / entry / registration / etc.) to participants of the programing / event.			
A. All Grounds and Facility Rentals require a signed rental agreement prior to use and are not considered reserved until a rental agreement is completed and the damage deposit is received by the County.			
B. Alcohol related functions must provide proof of license or Special Occasion Permit and \$5 million liability insurance naming the County as an additional insured, liability insurance can be purchased through the County as listed above – see Schedule X.			
C. Payment is due 60 days prior to special events. If not received 60 days prior to, the County reserves the right to cancel the booking. Any bookings made within 60 days of the event are due upon booking.			
D. Cancellation required 60 days prior to event. If cancellation is received within 60 days of event, the refundable deposit will be forfeit and the booking will be refunded at 50% of the rental.			
E. Payment is due 14 days prior to event. If not received 14 days prior to, the County reserves the right to cancel the booking. Any bookings made within 14 days of the event are due upon booking of invoice.			
F. Cancellation required 14 days prior to event. If cancellation is received within 14 days of event, the refundable deposit will be forfeit and the booking will be refunded at 50% of the rental.			
G. Damage deposit/cancellation fee refundable if cancellation received 60 days prior to rental date.			
H. Damage deposit/cancellation fee is refundable if no damage occurs at facility.			
I. Facilities include the amenities provided. Additional costs are at the renter's cost - see Schedule V: Misc. Rentals.			
J. Grounds rentals include the amenities on the grounds (water, washrooms, hydro, picnic tables, etc.) as available.			

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "N"

as Amended by By-Laws 50-2023 and 67-2023

PARKS

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
MUNICIPAL PARKS			
Full Service Parks (includes a minimum of 3 of the following services: Brick & Motor Bathroom, Shelter, Water, Electricity, Tables and Garbage) Benson Park, Mill Pond Park, Roblin Lake Park, Westfall Park, Wellington Park and Youth Skate Park	\$100.00		Y
Partial Service Parks (includes a Portable Bathroom, Tables and Garbage) Delhi Park, Rossmore Park, Jack Taylor Park, Consecon Park, Wilkinson Memorial Park, Centennial Park	\$50.00		Y
Damage/Reservation Deposit	\$100.00	\$50.00	N
<p>The rental fee will increase to double of the set amount if booking a facility on a Municipal recognized Statutory Holiday</p> <p>A. Rental agreement is required for all rentals;</p> <p>B. Damage/Reservation deposit is required with the rental agreement and is refundable if no damage occurs at facility;</p> <p>C. Park rental excludes Playground Equipment / Area</p> <p>D. Additional services required will result in additional charges. (see. Schedule V: Misc. Rentals).</p>			
BALL DIAMOND RENTAL RATES	Jan 1, 2023	Jan 1, 2022	HST
Diamond rental per game	\$28.00	\$25.00	Y
Tournament - per diamond/per day	\$75.00	\$55.00	Y
<p>The rental fee is double on a Municipal recognized Statutory Holiday</p> <p>A. Rental agreement must be signed prior to use.</p> <p>B. League schedule is required prior to the first game.</p> <p>C. The County will supply home plates, field stripe and keys. Leagues supply bases, pitcher plates and will line and set the diamonds.</p> <p>D. Dragged diamonds will be maintained a minimum of once per week and practice diamonds will be dragged a minimum of twice per month.</p>			
MULTI PURPOSE COURT RESERVATIONS		Jan 1, 2023	HST
Multipurpose Court Reservations (per hour)		\$10.00/hr	Y
<p>A. Rental agreement must be signed prior to use.</p> <p>B. Any League schedule is required prior to the first game.</p>			

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

UNAUTHORIZED CAMPING ON MUNICIPAL PROPERTY

Unauthorized Camping on Municipal Property, as per By-law 78-2021	\$500.00	Y
Item/Services	Jan 1, 2023	HST

WELLINGTON ROTARY BEACH ADMISSION

Per Person Admission Fee Between 9:00 am and 5:00pm, Saturdays, Sunday and Holidays (June 4 to Sept. 18) (July 1 - August 31) People 16 years and under are free.	\$10.00 By-Law 50-2023 and By-Law 67- 2023	Y
Summer Pass Shipping and Handling Fee	\$5.00	Y

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "O"
EXHIBITION GROUNDS RENTAL RATES**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Exhibition Grounds - full grounds, does not include buildings or Youth Park full closure - full grounds - electrical	\$1000.00	\$1000.00	Y
Exhibition Grounds - grounds only - non-electrical	\$600.00	\$600.00	Y
Riding Ring includes outdoor washroom and power supply	\$30.00	\$30.00	Y
Cattle Pavilion - General Public	\$50.00	\$50.00	Y
Damage Deposit/Cancellation Charge	\$150.00	\$150.00	N

The rental fee is double on a Municipal recognized Statutory Holiday

- A. All facilities require a signed rental agreement prior to use and are not considered reserved until a rental agreement is completed and the damage deposit is received by the County.
- B. Alcohol related functions must provide proof of license or Special Occasion Permit and \$5 million liability insurance naming the County as an additional insured- see Schedule X.
- C. Damage deposit/cancellation fee refundable if cancellation received 60 days prior to rental date.
- D. Damage deposit/cancellation fee is refundable if no damage occurs at facility.
- E. Facilities include the amenities provided additional requests are at the renters cost - see Schedule V: Misc. Rentals.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "P"
COMMUNITY HALL RENTALS
(Ameliasburgh, Bloomfield, Athol, Demorestville, Hillier, Picton, & North Marysburgh)
as Amended by By-Law 16-2023**

Item/Services	Jan 1, 2023	July 1, 2023	HST
Non-Profit 6 Month Rate (excludes Stat Holidays) until June 30, 2023	\$300.00		
Non-Profit Community Group/Service - Hourly	\$10.00		Y
Hall Rental - Hourly	\$30.00		Y
Hall Rental - Daily	\$270.00		Y
Council Committees/Departments	\$120.00		Y
Damage Deposit/Cancellation charge	\$150.00	\$150.00	N

TERMS AND CONDITIONS OF RENTAL

The rental fee is double on a Municipal recognized Statutory Holiday

* Non-Profit Community Groups / Services must provide proof of non-profit status. Bookings will made quarterly beginning July 1st, 2023 (July-September, October-December) and accepted 30 days prior to the quarter.

- A. Rental agreement is required for all rentals.
- B. Alcohol related functions must provide proof of license and \$5 million liability insurance naming the County as an additional insured – see Schedule X.
- C. Payment is due 14 days prior to event. If not received 14 days prior to, the County reserves the right to cancel the booking. Any bookings made within 14 days of the event are due upon booking of invoice.
- D. Cancellation required 14 days prior to event. If cancellation is received within 14 days of event, the refundable deposit will be forfeit and the booking will be refunded at 50% of the rental.
- E. Damage deposit/cancellation fee refundable if no damage occurs at facility.
- F. Facilities are not considered reserved until a rental agreement is completed and returned to the County and the Damage/Cancellation Deposit has been received.
- G. Facilities include the amenities provided, additional needs are at the renters cost- see Schedule V: Misc. Rentals

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "Q"
MOUNT TABOR THEATRE RENTAL**

Mount Tabor Theatre Rental Rates will be established by Hall Sub-Committee for the Management of Mount Tabor Playhouse and Milford Hall.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "R"
PRINCE EDWARD COMMUNITY CENTRE HALL RENTALS**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
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ROTARY CLUB OF PICTON HALL

P.E.C.C. Hall only	\$725.00	\$725.00	Y
P.E.C.C. Hall with kitchen	\$800.00	\$800.00	Y
P.E.C.C. Hall – kitchen use only	\$40.00/hr	\$40.00/hr	Y
P.E.C.C. Hall - Meeting rate (maximum 6 hours - available Sunday 12:00pm until Thursday 11:00pm – excludes kitchen) excluded on Statutory Holiday	\$60.00/hr	\$60.00/hr	Y

CRYSTAL PALACE

Prime (May, June, July, August, September)	\$1,300.00	\$1,300.00	Y
Non-Prime (April, October, November)	\$1,000.00	\$1,000.00	Y
Crystal Palace – Meeting rate (maximum 4 hours – available Sunday 12:00pm until Thursday 11:00pm excluded on Statutory Holiday)	\$60.00/hr	\$60.00/hr	Y

OTHER CHARGES

Set Up Full Day (8am - 8pm) Amended by By-Law 75-2022	\$420.00	\$420.00	Y
Set Up Half Day (2pm - 8pm) Amended by By-Law 75-2022	\$210.00	\$210.00	Y
Tear Down next day (8:00am to 2:00pm)	\$210.00	\$210.00	Y
Damage Deposit/Cancellation charge	\$150.00	\$150.00	N

TERMS AND CONDITIONS OF RENTAL

The rental fee is double on a Municipal recognized Statutory Holiday.

- A. Rental agreement is required for all rentals.
- B. Alcohol related functions must provide proof of license and \$5 million liability insurance naming the County as an additional insured – see Schedule X.
- C. Payment is due 60 days prior to event. If not received 60 days prior to, the County reserves the right to cancel the booking. Any bookings made within 60 days of the event are due upon booking.
- D. Cancellation required 60 days prior to event. If cancellation is received within 60 days of event, the refundable deposit will be forfeit and the booking will be refunded at 50% of the rental.
- E. Damage deposit/cancellation fee refundable if no damage occurs at facility.
- F. Facilities are not considered reserved until a rental agreement is completed and returned to the County and the damage/cancellation deposit has been received.
- G. Facilities include the amenities provided, additional needs are at the renters cost - see Schedule V: Misc. Rentals
- H. Detailed Floor Plan must be received one week prior to event for staff set-up.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "S"
WELLINGTON & DISTRICT COMMUNITY CENTRE HALL RENTALS**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Highline Hall			
Hall only	\$725.00	\$725.00	Y
Hall with kitchen Amended by By-Law 75-2022	\$800.00	\$800.00	Y
Kitchen use only Amended by By-Law 75-2022	\$40.00/hr	\$40.00/hr	Y
Highline Half Hall			
½ Hall only (either side)	\$400.00	\$400.00	Y
½ Hall with kitchen	\$450.00	\$450.00	Y
Meeting rate per hour (maximum 6 hours – available Sunday to Thursday, 8 am to 11 p.m. – excludes kitchen and stat holidays)	\$60.00	\$60.00	Y
Rotary / Multipurpose Room			
Meeting Rate per hour (maximum 6 hours excludes kitchen and stat holidays)	\$60.00		Y
Room Rental associated with an Ice Rental (max 4 hours, based on availability)	\$80.00		Y
Room Rental associated with Highline Hall Rental (daily, based on availability)	\$200.00		Y
Taskforce Lounge			
Taskforce Lounge (max 6 hours with/out bar staff, excludes kitchen and stat holidays)	\$60.00/hour	\$60.00/hour	Y

OTHER CHARGES

Set-up Day (8am - 8pm)	\$420.00	\$420.00	Y
Set-up Half Day (2pm - 8pm)	\$210.00	\$210.00	Y
Tear Down next day (8am - 2pm)	\$210.00	\$210.00	Y
Damage Deposit/Cancellation Charge	\$150.00	\$150.00	N

TERMS AND CONDITIONS OF RENTAL

The rental fee is double on a Municipal recognized Statutory Holiday.

- A. Rental agreement is required for all rentals.
- B. Alcohol related functions must provide proof of license and \$5 million liability insurance naming the County as an additional insured – see Schedule X.
- C. Payment is due 60 days prior to event. If not received 60 days prior to, the County reserves the right to cancel the booking. Any bookings made within 60 days of the event are due upon booking.
- D. Cancellation required 60 days prior to event. If cancellation is received within 60 days of event, the refundable deposit will be forfeit and the booking will be refunded at 50% of the rental.
- E. Damage deposit/cancellation fee refundable if no damage occurs at facility.
- F. Facilities are not considered reserved until a rental agreement is completed and returned to the County and the Damage/Cancellation deposit has been received.
- G. Facilities include the amenities provided, additional needs are at the renters cost. see Schedule V: Misc. Rentals
- H. Detailed Floor Plan must be received one week prior to event for staff set-up.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

Schedule "T"

**IN-KIND USE OF RENTABLE MUNICIPAL SPACES
as Amended by By-Law 16-2023**

Item/Services	Jan 1, 2023	July 1, 2023	HST
Schedule R and S			
Meal Preparation for Food Insecurities Initiatives - Commercial Kitchen Use	No Charge		
Schedules P, R, S and N			
Social Services - Health Clinic Initiatives	No Charge		
Schedules N and P			
Municipal Recreation Committees/Boards - Meetings, Community Programs and Services that have no cost to participants.		No Charge	
<p>TERMS AND CONDITIONS OF RENTAL</p> <p>A. Rental agreement is required for all rentals.</p> <p>B. Alcohol related functions must provide proof of license and \$5 million liability insurance naming the County as an additional insured – see Schedule X.</p> <p>C. Facilities are not considered reserved until a rental agreement is completed and returned to the County and the Damage/Cancellation deposit has been received.</p> <p>F. Damage deposit/cancellation fee refundable if no damage occurs at facility.</p> <p>G. Facilities include the amenities provided, additional needs are at the renters cost - See Schedule V: Misc Rental</p>			

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "U"
ICE RENTAL RATES
PRINCE EDWARD AND WELLINGTON COMMUNITY CENTRES**

PRIME-TIME/NON-PRIME TIME DEFINITION

Prime Time Ice - all times on Saturdays, Sundays and Weekdays 4:00p.m. - 11:30p.m.

Non-Prime Time Ice - Weekdays 8:00 a.m. to 4:00 p.m.

Statutory Holidays –Facility may be closed on Stat Holidays

Item/Services	Aug 1, 2022 to Jul 31, 2023	Aug 1, 2021 to Jul 31, 2022	HST
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ICE RENTAL RATES

Adult Ice - Prime Time	\$180.80	\$180.80	Y
Adult Ice - Non-Prime Time	\$106.50	\$106.50	Y
Youth Ice - Prime Time	\$142.45	\$142.45	Y
Youth Ice - Non-Prime Time	\$87.89	\$87.89	Y
Junior Ice - Prime Time	\$158.28	\$158.28	Y
Junior Ice - Non-Prime Time	\$97.66	\$97.66	Y
Ticket Ice/Shinny (Allocated monthly by the Manager)	\$10.00/person	\$10.00/person	Inc

ARENA FLOOR RENTALS (ICE OUT)

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Arena Floor – No Ice – Activity Rental (maximum charge – 8 hours)	\$50.00/hr	\$50.00/hr	Y
Arena Floor – No Ice – Show or Vendor Kiosk/Booth/Paid Admission Event	\$70.00/hr	\$70.00/hr	Y
Arena Floor- No Ice- Show or Vendor Kiosk/Booth/Paid Admission Event Set-up (2pm to 8pm)	\$210.00	\$210.00	Y
Arena Floor- No Ice- Show or Vendor Kiosk/Booth/Paid Admission Event Set-up Day (8am to 8pm)	\$420.00	\$420.00	Y
All Day Wellington & District Community Centre Complex Rate Per Day	\$3500.00	\$3500.00	Y
All Day Prince Edward Community Centre Complex Rate per Day	\$2000.00	\$2000.00	Y

A. All rentals must have a signed contract and damage deposit/cancellation fee on file before event date.

¹ Labour Rate is charged per Facility Staff. Labour Rate is for additional assistance required not included in rental agreement.

Notes:

- **Private Rentals:** All rentals must have a signed contract and payment in full by event date.
- **Programming:** All rentals must have a signed contract and will be billed on a monthly basis.

Ice Users:

- Ice rates are on an hourly basis, 50 minutes ice time and 10 minutes of maintenance
- All Ice slots includes 1 dressing room per team or 25 skaters with 30 minutes usage before and after ice time
- Ice Users must follow the rules and guidelines set out in the Ice Allocation Policy and contract.
- Cancellation requires 10 business days' notice for full refund.
- Special Event cancellation requires 60 days' notice.
- Should the arena be open on a Statutory holiday, the rental will be invoiced at Prime Rate

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "V"
OTHER MISCELLANEOUS RENTALS**

Item/Services	Jan 1, 2023	Jan 1, 2022	HST
Portable Stage			
Venue Stage ¹	\$225.00	\$225.00	Y
Off Site Event Wooden Stage per section (8' x 4' lengths) ¹	\$30.00	\$30.00	Y

Banners and Signs

Street Banners –Across Picton Main Street	\$225.00	\$225.00	Y
Sign Board at Prince Edward Community Centre and Wellington & District Community Centre –One Week Advertisement	\$30.00	\$30.00	Y
Staff Rates Amended by By-Law 75-2022			
Recreation and Community Facilities Staff Rate*	\$35.00/hr	\$35.00/hr	Y
Recreation and Community Facilities Staff Rate - Stat Holiday*	\$70.00/hr	\$70.00/hr	Y
Recreation and Community Facilities Truck Rate^	\$15.00/hr	\$15.00/hr	Y
Recreation and Community Facilities Truck Rate - Stat Holiday^	\$30.00/hr	\$30.00/hr	Y

* RCF staff rate is charged per employee, per hour and is for additional assistance required that is not included in the rental agreement RCF Truck rate is charged per hour and in addition to the RCF Staff Rate. The rental fee will increase to double of the set amount if required on a Municipal recognized Statutory Holiday.

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "W"
INSURANCE**

Please refer to the Municipal Facility User Liability Insurance Program Rating Guide.

The Corporation of the County of Prince Edward must be named as an additional insured with a minimum liability based on the event/community service.

The Corporation of the County of Prince Edward
2023 Fees and Charges

Schedule "X"
OTHER FEE SCHEDULES

Item/Services	By-Law #
Water & Sanitary Sewage User Rates	3008-2012, as amended by By-law 3700-2015 and By-law 3482-2014
Development Charges	3205-2013, as amended by By-law 3609-2015 and By-law 3759-2016
Water & Sanitary Sewage Connection Fees	2701-2010, as amended by By-law 2812-2011 and By-law 3209-2013

**The Corporation of the County of Prince Edward
2023 Fees and Charges**

**Schedule "Y"
SHORT TERM ACCOMMODATIONS (STA) LICENCE FEES**

Item/Services	Jan 1, 2023	HST
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Primary Residence Partial Home rental STA (on-site)

Inspection Year, per guest room	\$200.00	N
Renewal Year, per guest room (50% of inspection year)	\$100.00	N

Primary Residence Entire Home Rental (off-site)

Inspection Year, per guest room	\$275.00	N
Renewal Year, per guest room (50% of inspection year)	\$140.00	N

Secondary STA

Inspection Year, per guest room	\$325.00	N
Renewal Year, per guest room (50% of inspection year)	\$162.50	N

Other

STA Administration Fee - Non-refundable deposit	\$100.00	N
Re-inspection Fee	\$150.00	N
STA Appeals to administrative hearing officer	\$75.00	N
Fire Inspection	\$85.00/hour for inspection	N

**DESIGNATED BY-LAW NO. 4519-2019, AS AMENDED by By-Law 168-2022
ADMINISTRATIVE PENALTIES FOR NON-COMPLIANCE WITH BY-LAWS**

Item	Designated Provisions	Short Form Wording	AMP Amount	AMP Second Offence	AMP Subsequent Offence
1	Section 2(1)	Operate STA without a licence.	\$10,000.00	\$15,000.00	\$20,000.00
2	Section 2(4)	Advertise STA without a licence.	\$2,000.00	\$4,000.00	\$8,000.00
3	Section 2(10)	Fail to provide copies of required documentation.	\$100.00	\$200.00	\$400.00
4	Section 2(17)	Fail to display STA License number on STA advertisement	\$1,000.00	\$2,000.00	\$4,000.00
5	Section 2(18)	Hosting non-permitted events.	\$500.00	\$1,000.00	\$2,000.00
6	Section 2(20)	Change or operate STA other than as approved	\$1,000.00	\$2,000.00	\$4,000.00
7	Section 6(3)	Refusing a By-Law Enforcement Officer entry for inspection.	\$300.00	\$500.00	\$1,000.00