

The Corporation of the County of Peterborough

Schedule "A" To By-Law No. 2019 - 84

Schedule of Fees and Charges

All items marked with * will have HST added at point of sale.

	Description	Fees and Charges
A.	Corporate Equipment	
1.	Digital Projector*	\$125.00 per day
B.	General Administration	
1.	Paper copy of County Council Agenda Package	\$25.00 per meeting package
2.	Commissioner Services*	\$25.00 per document
3.	Tender, Proposal and Quotation document copies	No charge. When the cost of copying exceeds \$25.00, a non-refundable deposit will be required, the cost of which will not exceed the actual cost to reproduce the documents. This applies only to hard copies of the documents and not electronic copies.
4.	Tender, Proposal and Quotation Plans	When the cost of plan reproduction exceeds \$25.00, a non-refundable deposit will be required, the cost of which not to exceed the actual cost to reproduce the documents. This applies only to hard copies of the documents and not electronic copies.
5.	Parking – Court House Lots*	\$42.00 monthly permit or \$3.54 per day
6.	Parking – Court House Lots*	\$252.00 semi-annual permit
7.	Parking – Court House Lots*	\$504.00 annual permit
8.	Photocopies	\$0.44 per photocopy
9.	Facsimile Transmissions*	\$5.00, plus \$1.00 per page
10.	Soft Drinks*	\$0.75 each

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	Description	Fees and Charges
11.	Coffee*	\$10.00 per pot
12.	NSF Cheques*	\$30.00
13.	Shipping & Handling*	\$5.00 per package
14.	Rental/Use of Victoria Park and/or Heritage Jail Park*	\$50.00 administration fee + security deposit of \$250.00 (refunded after use) Plus any direct costs related to set-up, clean-up, electrical use or property maintenance services.
15.	Replacement Parking/Building Access Card (Non-Employee)*	\$8.85 first time replacement \$17.70 each additional replacement
16.	Books	
	Peterborough Land of Shining Waters*	\$20.35
	The Early Settlement of Peterborough County*	\$16.25
	Illustrated Historical Atlas of Peterborough County (Abridged Edition) Small*	\$14.95
	Illustrated Historical Atlas of Peterborough County (Large) *	\$100.00
17.	Clothing with County Crest*	Full Cost Recovery
18.	Flags (Interior) - County of Peterborough*	\$100.00
19.	Flags (Exterior) County of Peterborough*	\$100.00

C.	Geographic Information Services
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1.	Printing Fees provided to a Local Municipality or Government Agency	24” x 36” Map (D-Size Sheet) - \$10.00 per sheet 36” x 48” Map (E-Size Sheet) - \$15.00 per sheet Custom - \$5.00 per linear foot (36” paper stock) plus professional services fee. Custom - \$8.00 per linear foot (44” paper stock) plus professional services fee.
2.	Printing Fees provided to the General Public or a “For Profit” Enterprise*	24” x 36” Map (D-Sized Sheet) - \$15.00 per sheet 36” x 48” (E-Sized Sheet) - \$20.00 per sheet Custom - \$7.50 per linear foot (36” paper stock) plus professional services fee. Custom - \$10.00 per linear foot (44” paper stock) plus professional services fee.
3.	Digital Data: Parcel Fabric (dwg, or .shp format) – includes County-wide parcel polygon only*	\$1,500.00 ²
4.	Digital Data: Single-line Road Network (.dwg, or .shp format) – includes County-wide street name & address ranges, does not contain postal code information*	\$1,000.00 ²
5.	Digital Data: Pan-sharpened, true colour orthophoto*	\$50.00 per square kilometre image tile ²
6.	Digital Data: Civic Address Points (.dwg or .shp format) – includes County-wide civic address # only; does not contain street	\$300.00 ²

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	name, municipality or postal code information*		
7.	Map lamination*	At cost, plus 20% administration fee.	
D.	Lang Pioneer Village Museum		
1.	General Admission Rates		
a.	Adults*		\$8.85
b.	Students & Seniors*		\$7.08
c.	Youth 5 to 14 Years of Age*		\$4.42
d.	Children Under 5 Years of Age*		Free
e.	Family Pass (includes 2 adults and up to 4 youth)*		\$26.55
2.	Weddings – McCloskey Great Hall & HTM Insurance Company Kitchen with on-site Ceremony (Package A)		
f.	Weddings (Including Use of the McCloskey Great Hall & HTM Insurance Company Kitchen)*		\$4,000.00 for 12 hour usage
g.	Additional Hours (if booked beyond the 12 hour usage included in item (f), above*		\$150.00 per hour rental; \$70.00 per hour for staffing
h.	Deposit*		20% of total fee (Non refundable)

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3.	Weddings & Events - McCloskey Great Hall & HTM Insurance Company Kitchen (Package B)		
i.	McCloskey Great Hall & HTM Insurance Kitchen*		\$3,600.00 for 12 hour usage
j.	Additional hours (if booked beyond the 12 hour usage included in item (j), above*		\$150.00 per hour rental; \$70.00 per hour for staffing
k.	Deposit*		20% of total fee (non refundable)
4.	Ceremony Only at approved location in Village – Glen Alda Church, Mill Lawn, Village Green (Package C)		\$500.00
5.	Meetings & Conferences – McCloskey Great Hall & HTM Insurance Company Kitchen - Rental		
l.	Half Day Rental (maximum 4 hours)*		\$600.00
m.	Full Day Rental (maximum 8 hours)*		\$1,100.00
n.	Set Up/Take Down*		\$250.00
o.	Hourly Rate for Additional Hours*		\$150.00 per hour rental; \$70.00 per hour for staffing
6.	Meetings & Conferences – McCloskey Great Hall & HTM Insurance Company Kitchen - Not For Profit		
p.	Half Day Rental (maximum 4 hours)*		\$500.00
q.	Full Day Rental (maximum 8 hours)*		\$850.00

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r.	Set Up/Take Down*		\$250.00
s.	Hourly Rate for Additional Hours*		\$125.00 per hour rental; \$70.00 per hour staffing
7.	Meetings & Conferences – McCloskey Great Hall Only – Commercial Use		
t.	Half Day Rental (maximum 4 hours)*		\$500.00
u.	Full Day Rental (maximum 8 hours)*		\$850.00
v.	Hourly Rate for Additional Hours*		\$125.00 per hour rental; \$70.00 per hour staffing
8.	Meetings & Conferences – McCloskey Great Hall - Not For Profit		
w.	Half Day Rental (maximum 4 hours)*		\$400.00
x.	Full Day Rental (maximum 8 hours)*		\$700.00
y.	Hourly Rate for Additional Hours*		\$125.00
9.	Amenities		
z.	Sound System – Mic/Mic Stand/2 speakers*		\$0.00 – Included in room rental
aa.	LED 3 x 60 inch TV screen – Mobile*		\$0.00 – Included in room rental
bb.	Set Up/Take Down – Tables & Chairs*		\$250.00
cc.	Extension Cords, Power Bars – 2 of each		\$0.00 - Included in room rental
dd.	Podium		\$0.00 - Included in room rental

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10.	Special Event Admission Rates		
a.	Adult*		\$13.27
b.	Students & Seniors*		\$8.85
c.	Youths 5 to 14 Years of Age*		\$6.19
d.	Children Under 5 Years of Age*		Free
e.	Family Pass (includes 2 Adults and up to 4 Youths)*		\$35.40

11.	Education Program Fee		
a.	Education Program Fee (zero rated under the age of 14) 15 and older*		\$4.42 - \$13.27 range/participant based on market demand.
b.	Youth Interpreter Program*		\$110.63

12.	Season's Pass		
a.	Family Pass*		\$88.50
b.	Adult Pass*		\$61.95
c.	Senior/Student*		\$53.10
d.	Youth Pass*		\$36.28

13.	Rentals		
a.	Mackelvie Room Rental Fees*	\$100.00 per day	
b.	Photography*	\$100.00 per day	
c.	Picnic Shelter Rental Fee*	\$100.00 per day	
d.	Hourly Rate ⁵ *	\$70.00	
e.	Non-refundable deposit	20% of overall fee	
f.	Refundable damage and cleaning deposit*	\$176.99	

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g.	Costume Rental*		\$50.00 per day
E.	Peer Review and Planning Reimbursement Deposit		
	Application/Consideration		Deposit
1.	Plan of Subdivision or condominium with or without an Official Plan Amendment	\$10,000.00	
2.	Official Plan Amendment	\$7,500.00	
3.	Consent	\$3,500.00	
4.	Director or Manager of Planning to decrease deposit amount where appropriate or for other circumstances not involving a Planning Act application	flexible	
5.	Administration fee*	\$500.00	
F.	Peterborough County/City Paramedics		
1.	On-Site Standby of Ambulance (2 medics)*	\$900.00 - 4-hour minimum \$150.00 per hour for each additional hour	
2.	On-Site Standby of Paramedic Response Unit (1 medic)*	\$450.00 - 4-hour minimum \$75.00 per hour for each additional hour	
3.	Provision of Ambulance Call Reports*	\$71.00 each	
4.	Provision of Paramedic Written Statements*	\$51.00 each	
5.	Provision of Paramedic Incident Reports*	\$51.00 each	
6.	Scheduling Lawyer Interview of Paramedics*	\$103.00 per hour	
7.	Command/Support Trailer (Unstaffed, non-emergency deployment to other emergency service provider)*	\$400.00 per day plus direct costs related to transportation to and from site and equipment used.	

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8.	Command/Support-Trailer (Staffed with 1 medic & 1 Supervisor*	\$550.00 per day
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G.	Professional Services	
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1.	Professional services provided to a Local Municipality or Government Agency	Job Rate + Benefits + disbursements
2.	Professional services provided to a For Profit Enterprise*	Job Rate + Benefits + 15% Administrative Fee
3.	Professional services provided to non-profit or other government agency or other publicly funded organization	Job Rate + Benefits + 10% Administrative Fee
4.	Peer Review – Planning Services	Charged at 100% cost recovery from proponent

H.	Infrastructure Services	
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1.	Entrance Permit – Low Volume Entrances – Residential, etc.	
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a.	Permit Application Processing	\$250.00 per application – Non-refundable
b.	Entrance Installation Cost (flat fee for all Low volume Entrances regardless of conditions)	\$3,925.00 – refundable to applicant if permit not approved for issuance
c.	Security deposit for paving of entrance by applicant	\$1,500.00 – refundable to applicant upon satisfactory proof of completion to County

2.	High Volume Entrances – Commercial/Institutional/Industrial	
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a.	Permit Application Processing	\$250.00 per application–Non-refundable
b.	Entrance Installation Cost – if constructed by County Forces	Actual Construction Cost (job rate + benefits + materials + disbursements + 15% administration fee – refundable to

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		applicant if permit not approved for issuance
c.	Security Deposit for paving of entrance by applicant	\$2,500.00 – refundable to applicant upon satisfactory proof of completion to County
4.	Minor Variance Application	\$150.00 per application – Non-refundable
5.	Traffic Impact Statement – Level 1	\$500.00 (includes cost for entrance permit)
6.	Oversize / Overweight Load Permit	<p>\$50.00 for a Single Move Permit Standard - Non-Refundable</p> <p>\$85.00 for a Single Move Permit – Expedited Service for vehicle weights less than 63,500 kg only – Non-refundable</p> <p>\$25.00 for revising a Single Move Permit – Non-refundable</p> <p>\$75.00 for a Single Move Permit in excess of 63,500 kg – Non-refundable</p> <p>\$100.00 for a Single Move Permit in excess of 63,500 kg – Expedited Service – Non-refundable</p> <p>\$250.00 for an Annual Permit (First Vehicle), \$25.00 for each additional Unit – Non-refundable</p> <p>Security deposit and full cost recovery⁶ for a Reduced Load Season Permit</p>
7.	Set-Back Permit	No charge

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8.	Signs	
a.	Application Fee	\$150.00 returnable in case of a refusal \$200.00 for two sided sign
b.	Bush Country Sign Annual Fee	\$100.00 payable by the 15 th day of March every year
c.	Portable Sign Annual Fee	\$100.00 payable by the 15 th day of March every year Registered charities and non-profit organizations are exempt from the annual fee provided said sign is not erected for longer than 30 days
d.	Directional Sign - without post*	\$234.52 (cost to supply and install)
e.	Directional Sign – post only*	\$177.00 (cost to supply and install)
9.	Special Event / Filming Permit	No charge for Non-Profit / Fundraising Event \$100.00 for For-Profit Event Security deposit, full cost recovery and \$500.00 per day fee ¹ for Filming Event Permit
10.	Construction Material	100% cost recovery
11.	Equipment	Charged per the Ontario Provincial Standards Specs No. 127 Rates
12.	Road Cut / Occupancy Permits	
a.	Security Deposit	\$2,500.00 refundable to applicant upon satisfactory inspection by County
b.	Road Cut Permit	\$150.00 per application – Non-refundable
c.	Occupancy Permit	\$150.00 per application – Non-refundable

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d.	Municipal Consents	\$150.00 per application – Non-refundable
13.	Peer Review Costs	
a.	Traffic Impact Review – Basic Assessment	\$500.00
b.	Traffic Impact Review – Intermediate Traffic Brief	\$1,100.00
c.	Stormwater Management Review – Basic Grading Plan	\$400.00
d.	Stormwater Management Review – Study Review	\$600.00
I	Rental Fees	
1.	Room Rental – Council Chambers*	\$88.50 per day
2.	Room Rental – Committee Room*	\$88.50 per day
3.	After-Hours Rental of Facilities*	Room Rental Rate + \$22.12 custodial fee
J.	Waste Management	
1.	Recycle Bins (Blue) Regular*	\$5.31
2.	Recycle Bins (Blue) Large*	\$6.20
3.	Composter*	\$26.55
4.	Digester*	\$48.68
5.	Kitchen Catcher*	\$4.43

Note: All items marked with * will have HST added to the fees quoted at point of sale.

¹ Security deposit will be as determined by County staff on the basis of alterations or impacts to the County Road Network. Full cost recovery for staff person(s) and equipment time will be calculated at an industry standard. This will apply to the direct costs of any personnel or service required by the Production Company or applicant from the municipality to perform such tasks as road grading, maintenance, snow removal, closure, etc. In addition a filming fee of \$500.00 per day will apply.

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All costs will be deducted from the security deposit. Following a post filming event inspection to the satisfaction of the County, the balance of the security deposit will be returned to the Production Company or applicant with an itemized list of deductions.

2 No fee will be applied to the local municipalities and/or their agents using the Digital Data for municipally-based projects, however written confirmation will be required by the local municipality in this regard.

3 Photography fee is included in wedding ceremony fee if both take place at the Village.

4 Basic reception includes use of grounds and infrastructure only. Renter is responsible for all other wedding arrangements.

5 The hourly rate is calculated based on one senior and one seasonal staff member and is applied to any hour or part thereof after 11:00 p.m.

6 Security deposit will be determined by County staff on the basis of road(s) used and potential impact to those road(s). Full cost recovery for staff person(s) and equipment time will be calculated at an industry standard, this will apply to the direct costs of assessing and monitoring the road. Following a post inspection of the road to the satisfaction of the County, the balance of the security deposit will be returned to the applicant with an itemized list of deductions.