

**The Corporation of the Township of Douro-Dummer**

**By-law Number 2023-62**

**Being a By-law to provide for the 2024 User Fees and Charges, and to repeal 2023-08, as amended**

**Whereas** the Municipal Act, 2001, S.O. 2011, C. 25, as amended, authorizes a municipality or local board to impose fees or charges on persons;

**And whereas** it is desirable to formally adopt the fees and charges presently in existence, provide for some future increases for some of the fees and charges and to formally adopt the list that will be available for public inspection;

**Now therefore** the Council for The Corporation of the Township of Douro-Dummer hereby enacts as follows:

1. That Schedule "A" attached hereto shall comprise the list of fees and charges that will be available for public inspection.
2. That all the fees and charges included in Schedule "A" attached hereto are hereby adopted by Council if not otherwise done so by By-law.
3. That By-law Number 2023-08 as amended is hereby repealed, in its entirety.
4. This By-law shall come into force and effect on January 1, 2024.

Passed in open Council this 19th day of December, 2023.

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Mayor, Heather Watson

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Clerk, Martina Chait-Hartwig

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>1.</b>	<b>Building - Under Separate By-law</b>				
<b>2.</b>	<b>Certificates</b>				<b>By-Law 2002-22</b>
	<b>Sale of Real Property</b>	\$50.00	\$6.50	\$56.50	
	Certificate of Compliance				
<b>3.</b>	<b>Dogs - Regulating the Running at Large of Dogs</b>				
	<b>No longer in place.</b>				
<b>4.</b>	<b>Dogs - Licencing and Registration</b>				<b>By-Law 2021-11</b>
	Male/Female paid before April 30th	\$15.00	\$0.00	\$15.00	
	Male/Female paid after April 30th	\$20.00	\$0.00	\$20.00	
	Kennel Licences paid before April 30th	\$50.00	\$0.00	\$50.00	
	Kennel Licences paid after April 30th	\$75.00	\$0.00	\$75.00	
	Replacement Dog Licence	\$5.00	\$0.00	\$5.00	
<b>5.</b>	<b>Fire</b>				
	<b>Open Air Burning Permits</b>				<b>By-Law 2020-35</b>
	Residential Burn Permit (includes campfire, burn barrel, brush fire and agricultural fire on a single property) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Agricultural Permit (for fires to support farm activities on up to 3 properties/year, requires staff assistance to obtain) - renew annually, expire Dec 31st	\$20.00	\$0.00	\$20.00	
	Campground, Trailer Park or Resort - renew annually, expires Dec 31st	\$50.00	\$0.00	\$50.00	
	Commercial Fire - renew annually, expires Dec 31st	\$100.00	\$0.00	\$100.00	
	Incinerator - renew annually, expires Dec 31st	\$60.00	\$0.00	\$60.00	
	Special Occurrence Fire - per occurrence	\$40.00	\$0.00	\$40.00	
<p><b>*The Ministry of Transportation (MTO) rates noted below are calculated per hour/per fire apparatus for the first hour; then one half the MTO rate per half hour (or part thereof)/per fire apparatus. The rate is set by the MTO and as of October 2023 is \$543.03, the rate is subject to change by the MTO.</b></p>					
	<b>Open Air Burning Violations</b>				<b>By-Law 2020-35</b>
	Response to open air burning violations	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	
	<b>Motor Vehicle Incidents</b>				
	Motor vehicle incidents	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$ 40.00	0.00	\$40.00	

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Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>Technical Rescue, Hazardous Materials Control/Clean-Up</b>					
	Boat response - Any person requiring the services of a boat response who is in contravention of any Federal or Provincial Act or Regulation or who has not exercised reasonable care in their actions, thus necessitating the use of a boat response. will be liable for costs incurred	*MTO Rate	0.00		
	Hazardous materials control/clean-up	*MTO Rate	0.00		
	Specialized equipment, supplies, personnel	Cost + Admin Fee of 20% of cost	0.00		
	Administrative Fee	\$40.00	0.00	\$40.00	
	<b>False Alarms - The determination of the number of false alarms for the purposes of calculating the charges noted below will be based on the total number of false alarms in the twelve-month period immediately preceding the last false alarm.</b>				<b>By-Law 2020-45</b>
	1st and 2nd false alarms	No charge	0.00		
	3rd false alarm	2x Current MTO rate	0.00		
	4th and all subsequent false alarms	3x Current MTO rate	0.00		
<b>Fire Inspections - By Request</b>					
	Group homes, day care facilities, or any other industrial or commercial establishment of use requiring an inspection for licensing, renewal of licence, insurance or any such purpose	\$100.00	0.00	\$100.00	
<b>Risk and Safety Management Plan Approval (RSMP)</b>					
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Less than 5,000 USWG	\$500.00	\$0.00	\$500.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – new, existing or expanding facility (not including fees for third party or external review) - Greater than 5,000 USWG	\$1,000.00	\$0.00	\$1,000.00	
	Review of Propane Facility Risk and Safety Management Plans (RSMP) – existing facility annual fee (not including fees for third party or external review)	\$300.00	\$0.00	\$300.00	
	Propane exchange letter	\$150.00	\$0.00	\$150.00	
<b>Reports, Reviews, Searches</b>					
	Fire reports	\$125.00	\$0.00	\$125.00	
	Fire safety plan review	\$100.00	\$0.00	\$100.00	
	Fire safety plan review	\$75.00	\$0.00	\$75.00	
	File search, letter of compliance	\$60.00	\$0.00	\$60.00	
<p><b>Any fee or charge, including finance penalty charges, imposed upon the owner of property in the Township is a lien and charge upon the property of the owner to which the fee or charge relates. If the fee or any part thereof remains unpaid 60 days after the due date, the total amount unpaid will be forwarded to Finance to be collected as per the Accounts Receivable Collection Policy or to be added to the tax roll and collected in the same manner as municipal taxes as per the Property Tax Collection Policy (CM 2018)</b></p>					

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>6.</b>	<b>Licences</b>				
	<b>Mobile Canteens</b>				<b>By-Law 2016-45</b>
	Chip Trucks & Fast Food Vehicle	\$400.00	\$0.00	\$400.00	
	Hot Dog Carts	\$250.00	\$0.00	\$250.00	
	Ice Cream Carts	\$300.00	\$0.00	\$300.00	
	Special Events - Per Day	\$100.00	\$0.00	\$100.00	
	<b>Parade, Festival, Public Entertainment Licences - per day</b>	\$400.00	0	\$400.00	<b>By-Law 2001-72</b>
	<b>Lottery Licence issuing Fee</b>				<b>By-Law 2002-36</b>
	<b>Civil Marriage Services</b>				<b>By-Law 2023-08</b>
	Marriage Licence - Payable to the Township	\$130.00	\$0.00	\$130.00	
	Civil Ceremony (Regular Business Hours) - Payable to the Township	\$350.00	\$0.00	\$350.00	
	Civil Ceremony (Outside of Regular Business Hours) - \$100.00 payable to the Municipality and \$250 payable to the Officiant	\$350.00	\$0.00	\$350.00	
	Rehearsal (if requested) - Payable to the Officiant	\$50.00	\$0.00	\$50.00	
	Mileage Rate (outside of Township of Douro-Dummer boundaries only)	As set by the Municipality	\$0.00		
	<b>Sign Permit Fees</b>				<b>By-Law 2023-50 Schedule A</b>
	Ground Sign (inclusive of Billboard or Developer's Signs)	\$225.00	\$0.00	\$225.00	
	Awning or Fascia Sign	\$225.00	\$0.00	\$225.00	
	Readograph and Electronic Message Displays	\$225.00	\$0.00	\$225.00	
	Sign - not defined	\$225.00	\$0.00	\$225.00	
	All Other Signs	exempt			
	Variance Application Fee	\$200.00	\$0.00	\$200.00	
	<b>Set Fine Schedule for Sign Permits</b>				<b>By-Law 2023-50 Schedule B</b>
	Erection of sign without permit	\$450.00	\$0.00	\$450.00	
	Sign not in compliance with By-Law	\$450.00	\$0.00	\$450.00	
<b>7.</b>	<b>Line Fences</b>				
	<b>Line Fences Act</b>				
	Remuneration for fence-viewers	\$25.00 per hour plus applicable mileage rate			
	Staff time -Administration Fees	\$55.00 per hour plus tax			

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Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>8.</b>	<b>Livestock Investigators</b>				
	Livestock Investigators Remuneration	\$50.00 per inspection plus mileage			<b>Res. # 294-2008</b>
<b>9.</b>	<b>Municipal Hall Rental</b>				<b>By-law 2014-62</b>
					fees increase 3% annually as of January 1st
	Full Day Rental (Mon-Fri)*	\$159.14	\$20.69	\$179.82	This includes opening and closing and the use of tables and chairs. This includes use of the institute room and kitchen.
	Full Day Rental (Sat-Sun-Stat)*	\$175.05	\$22.76	\$197.80	This includes opening and closing and the use of tables and chairs. This includes use of the institute room
	1/2 Day Rental (4 hours)*	\$95.48	\$12.41	\$107.89	
	Hourly	\$29.17	\$3.79	\$32.97	
	Service Groups & Seniors (3 hours or less)	\$10.61	\$1.38	\$11.99	
	Settings - per setting (dishes, cutlery)	\$5.62	\$0.73	\$6.35	
	Coffee Urn	\$10.61	\$1.38	\$11.99	Rented on own.
	Chafing Dishes	\$13.45	\$1.75	\$15.20	Each, Rented on own. NOTE: Renter to Supply Fuel
	* A \$50.00 cleaning deposit is required and will be returned upon inspection after use.				
<b>10</b>	<b>Municipal Office</b>				
<b>10.1</b>	<b>Finance Department</b>				<b>Resolution 418-2016</b>
	Payment Receipt Reprint - Copy of receipt for payment on property tax account	\$10.00	\$0.00	\$10.00	
	Refund of Overpayment - Refund of credit balance to property owner when a duplicate payment is made in error	\$20.00	\$0.00	\$20.00	
	Statement of Account - Statement detailing payments and taxes levied, and outstanding balance	\$10.00	\$0.00	\$10.00	
	Transfer Credit Balance - To transfer payment(s) misallocated by customer or customer representative (i.e.. Bank) from one tax roll to another	\$20.00	\$0.00	\$20.00	
	Ownership Change	\$20.00	\$0.00	\$20.00	
	Commissioning of Documents - Does not include internal Planning Documents	\$10.00	\$0.00	\$10.00	
	NSF Cheques - Handling fee charged when cheque is returned as not negotiable	\$30.00	\$0.00	\$30.00	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>10.2</b>	<b>Miscellaneous</b>		<b>HST</b>	<b>Total</b>	
	Blue Boxes	\$6.19	\$0.81	\$7.00	
	Kitchen Composters	\$5.00	\$0.65	\$5.65	
	Kitchen Composters - replacement filters	\$5.00	\$0.65	\$5.65	
	Administration Fees - Staff time per hour (labour cost to search for historical records)	\$55.00	\$7.15	\$62.15	
	Dummer Book	\$26.19	\$3.40	\$29.59	Point of Sale Rebate
	Douro Book	\$19.05	\$2.48	\$21.53	Point of Sale Rebate
	Douro Book to Retailers	\$15.24	\$1.98	\$17.22	Point of Sale Rebate
	Dummer Book to Retailers	\$20.93	\$2.72	\$23.65	Point of Sale Rebate
	Log Barn Book	\$30.00	\$0.00	\$30.00	
	911 Signs	\$100.00	\$13.00	\$113.00	
	County Water Bottles	\$4.43	\$0.58	\$5.01	
	Composter	\$45.53	\$5.92	\$51.45	
	Digester	\$72.45	\$9.42	\$81.87	
	Telecommunications Tower Application	\$1,200.00	\$0.00	\$1,200.00	
	Telecommunications Tower Modification Application	\$600.00	\$0.00	\$600.00	
<b>10.3</b>	<b>Township Clothing (to be discontinued after current supply is sold)</b>				
	Golf Shirt	\$35.40	\$4.60	\$40.00	
	Fleece Jacket (Full Zip)	\$47.79	\$6.21	\$54.00	
	Men's Half Zip Fleece Jacket	\$43.36	\$5.64	\$49.00	
	Three in One Techno Jacket	\$141.59	\$18.41	\$160.00	
	Performance Stretch Jacket	\$52.21	\$6.79	\$59.00	
	Lightweight Vented Jacket	\$34.51	\$4.49	\$39.00	
	Dress Shirt (Long Sleeve)	\$38.05	\$4.95	\$43.00	
	Dress Shirt (Short Sleeve)	\$33.63	\$4.37	\$38.00	
	Ball Cap	\$13.27	\$1.73	\$15.00	
	Toque with Cuff	\$10.62	\$1.38	\$12.00	
<b>11.</b>	<b>Photocopies/Faxing</b>		<b>HST</b>	<b>Total</b>	
	<b>Photocopying and Report Charges</b>				
	Two sided copying & printing will be charged per copy cost				
	<b>Copies for all documents:</b>				
	8.5 x11 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5 x11 Colour per copy	\$0.45	\$0.06	\$0.51	
	8.5x14 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	11x17 Black & White per copy	\$0.35	\$0.05	\$0.40	
	11X17 Colour per copy	\$1.10	\$0.14	\$1.24	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
	<b>Copies - Projects more than 100 copies</b>				
	8.5 x11 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5 x11 Colour per copy	\$0.40	\$0.05	\$0.45	
	8.5x14 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5X14 Colour per copy	\$0.55	\$0.07	\$0.62	
	11x17 Black & White per copy	\$0.30	\$0.04	\$0.34	
	11X17 Colour per copy	\$1.05	\$0.14	\$1.19	
	<b>Copies for documents for local community groups/local non-profit groups and local sports orgs.*</b>				
	8.5 x11 Black & White per copy	\$0.25	\$0.03	\$0.28	
	8.5 x11 Colour per copy	\$0.40	\$0.05	\$0.45	
	8.5x14 Black & White per copy	\$0.30	\$0.04	\$0.34	
	8.5X14 Colour per copy	\$0.55	\$0.07	\$0.62	
	11x17 Black & White per copy	\$0.30	\$0.04	\$0.34	
	11X17 Colour per copy	\$1.05	\$0.14	\$1.19	
	<b>Copies - Documents for Township Staff &amp; Council</b>				
	8.5 x11 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5 x11 Colour per copy	\$0.25	\$0.03	\$0.28	
	8.5x14 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5X14 Colour per copy	\$0.40	\$0.05	\$0.45	
	11x17 Black & White per copy	\$0.25	\$0.03	\$0.28	
	11X17 Colour per copy	\$0.60	\$0.08	\$0.68	
	<b>Copies for documents for Municipal Depts., Boards and Committees for quantities over 25</b>				
	8.5 x11 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5 x11 Colour per copy	\$0.25	\$0.03	\$0.28	
	8.5x14 Black & White per copy	\$0.20	\$0.03	\$0.23	
	8.5X14 Colour per copy	\$0.40	\$0.05	\$0.45	
	11x17 Black & White per copy	\$0.25	\$0.03	\$0.28	
	11X17 Colour per copy	\$0.60	\$0.08	\$0.68	
	<b>Computer Generated Printing Material</b>				
	8.5 x11 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5 x11 Colour per copy	\$0.50	\$0.07	\$0.57	
	8.5x14 Black & White per copy	\$0.35	\$0.05	\$0.40	
	8.5X14 Colour per copy	\$0.60	\$0.08	\$0.68	
	<b>Faxing</b>				
	Fax Charges - sending - per page	\$2.50	\$0.33	\$2.83	
	Fax Charges - sending (greater than 6 pages) - per page	\$2.00	\$0.26	\$2.26	
	Fax Charges - receiving - per page	\$1.50	\$0.20	\$1.70	
	Fax Charges - receiving (greater than 6 pages) - per page	\$1.25	\$0.16	\$1.41	
	<b>Certified copies of minutes &amp; by-laws - per page</b>	\$2.00	\$0.26	\$2.26	
	*Local Community groups/local non-profit groups and local sporting organizations may include: U.C.W., Institute, church related organizations, churches, Cubs, Scouts, Brownies, Guides, Lions Club, Minor Hockey, Minor Ball, Figure Skating, Kiddie Kapers, Day Care Camp and Out Reach Programs or as determined by staff				
	** One copy of all minutes will be provided to ratepayers at no charge. Additional copies will be at the above rates.				

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>12</b>	<b>Planning/Development</b>				
<b>12.1</b>	<b>Planning Application fees and deposits</b>				<b>By-law 2016-56</b>
	Pre-consultation	\$220.00	\$0.00	\$220.00	<b>To reflect actual time spent completing reviews.</b>
	Severance Review	\$330.00	\$0.00	\$330.00	
	Minor Variance Application - Effective January 1, 2020	\$1,580.00	\$0.00	\$1,580.00	
	Amended Minor Variance Application - prior to circulation - Effective January 1, 2020	\$220.00	\$0.00	\$220.00	
	Amended Minor Variance Application - after circulation - Effective January 1, 2020	\$1,100.00	\$0.00	\$1,100.00	
	Zoning By-law Amendment - Effective January 1, 2020	\$1,650.00	\$0.00	\$1,650.00	
	Amended Zoning Amendment Application - prior to circulation - Effective January 1, 2020	\$220.00	\$0.00	\$220.00	
	Amended Zoning Amendment Application - after circulation - Effective January 1, 2020	\$1,100.00	\$0.00	\$1,100.00	
	Removal of Holding Provision - Effective January 1, 2020	\$750.00	\$0.00	\$750.00	
	Deeming By-law	\$550.00			
	Site Plan Approval - Minor	\$2,750.00	\$0.00	\$2,750.00	
	Site Plan Approval - Major	\$4,400.00	\$0.00	\$4,400.00	
	Minor Amendment to Existing Site Plan	\$1,100.00	\$0.00	\$1,100.00	
	Minimum Deposit for any Site Plan Application	\$5,500.00	\$0.00	\$5,500.00	
	Plan of Subdivision - Effective January 1, 2020	\$11,550.00	\$0.00	\$11,550.00	
	Subdivision Deposit	\$25,000.00	\$0.00	\$25,000.00	
	Subdivision Agreement Fees	\$1,100.00	\$0.00	\$1,100.00	
	Advertising Fee (newspaper)	actual cost of advertising * If deemed necessary			
	Special Meeting Fee - Effective January 1, 2020	\$759.00	\$0.00	\$759.00	
	Predevelopment Agreement for major applications	\$1010 + \$5775 deposit			
	*The rates shall be increased in 2019 and going forward each year based on either the Consumer Price Index or the Cost of Living Index, whichever is higher in the given year. The rates shall increase January 1 of each year.				



**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>12.2</b>	<b>Planning Miscellaneous</b>				
	Cash-in-lieu of Parkland	\$1,250.00	\$0.00	\$1,250.00	
	Signing of Merger Agreement Fee**	\$250.00	\$0.00	\$250.00	
	Encroachment Agreement	\$400 + \$ 500 Deposit			
	Minor Amendment to Existing Encroachment Agreement	\$400.00	\$0.00	\$400.00	
	Demolition Agreement	\$400 + \$5000 deposit			
	Extend Existing Demolition Agreement	\$100.00	\$0.00	\$100.00	
	Mitigation Measures Agreement**	\$250.00	\$0.00	\$250.00	
	Environmental Impact Assessment Peer Reviews	Cost Recovery from third party			
	**Only required if the agreement is not associated with a planning application				
<b>12.3</b>	<b>Renewable Energy Projects</b>				<b>Policy No. D-3</b>
	Small Scale Ground Mount Solar Project	\$2,000.00	\$0.00	\$2,000.00	
	Large Scale Industrial Facility Project	\$3,500.00	\$0.00	\$3,500.00	
	Resubmission with changes	\$850.00	\$0.00	\$850.00	
<b>12.4</b>	<b>Planning Documents</b>				
	Copy of Official Plan &/or Zoning By-law	Cost of Printing			
<b>12.5</b>	<b>Property Information Requests (lawyers, real estate agents)</b>				<b>Resolution 418-2016</b>
	Tax Certificate	\$40.00	\$0.00	\$40.00	
	Work Order Information	\$40.00	\$0.00	\$40.00	
	Zoning Information/Compliance	\$40.00	\$0.00	\$40.00	
	Building Permit Compliance	\$40.00	\$0.00	\$40.00	

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Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>13.</b>	<b>Public Works - Roads</b>		<b>HST</b>	<b>Total</b>	
<b>13.1</b>	<b>Entrance Permit</b>				<b>Policy No. T-1</b>
	Application Fee (Township to install Entrance)	\$100.00	\$13.00	\$113.00	
	Application Fee (Owner to install Entrance)	\$200.00	\$26.00	\$226.00	\$500.00 deposit required
	No Culvert Required				
	Culvert Required	Cost shall be based on the current year pricing of materials required, labour wages and machine time			
<b>13.2</b>	<b>Parking Infractions</b>				<b>2014-25</b>
	No Stopping Infractions	\$30.00	\$0.00	\$30.00	<b>(Amended by: 2014-57, 2015-54, 2015-55)</b>
<b>14.</b>	<b>Public Works - Transfer Station</b>				
	<b>Tipping Fees</b>				<b>By-Law 2008-39</b>
	Waste weighing less than 30 lbs. (13.6 kgs.)	\$3.00	Excist Tax Act S. 20 Pt. 6 Sch. 5	\$3.00	<b>(amended 2009-55, 2014-29, 2017-04)</b>
	Waste weighing more than 30 lbs. (13.6 kgs.) - per tonne	\$150.00		\$150.00	
	Propane Tanks (weighing 20 lbs. or less) each	Free		Free	
	Propane Tanks (weighing more than 20 lbs.) each	Free		Free	
	Appliances containing Freon surcharge plus per tonne rate	\$27.00		\$27.00	
	Replacement Landfill Cards	\$25.00		\$25.00	
	Box Springs	\$25.00 each		\$25.00 each	
	Bag Tags (each)	\$3.00		\$3.00	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>15.</b>	<b>Parks and Recreation</b>				
	<b>*Note: A 1.25% per month late payment penalty fee applies to Section 15</b>				
<b>15.1</b>	<b>Advertising at Arenas &amp; Parks</b>		<b>HST</b>	<b>Total</b>	
	<b>Advertising Options</b>				
	Ice Resurfacers (per side)	\$500.00	\$65.00	\$565.00	
	Wall Mounted ( 4'x8' Sheet)	\$250.00	\$32.50	\$282.50	
	Board Mounted (38"x8' Kit)	\$250.00	\$32.50	\$282.50	
	In Ice logo (per logo)	\$500.00	\$65.00	\$565.00	
	Viewing Lobby (11/2' x 3')	\$175.00	\$22.75	\$197.75	
	South Ball Diamond (4'x8' Sheet)	\$150.00	\$19.50	\$169.50	
	<b>Sponsorship Options</b>				
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	<b>Advertising &amp; Sponsorship Packages</b>				
	Platinum (15% discount)	\$1,414.04	\$183.83	\$1,597.87	
	Gold (10% discount)	\$1,047.22	\$136.14	\$1,183.36	
	Silver (5% discount)	\$908.95	\$118.16	\$1,027.11	
	Bronze	\$663.58	\$86.27	\$749.85	
	Starter	\$456.79	\$59.38	\$516.17	
	Public Ice Skating	\$138.79	\$18.04	\$156.83	
	Public Roller Skating	\$68.00	\$8.84	\$76.84	
	<b>Parking Lot Rentals</b>				
	Douro - Full Lot (Daily)	\$300.00	\$39.00	\$339.00	
	Douro - Half Lot (Daily)	\$150.00	\$19.50	\$169.50	
	Warsaw - Full Lot (Daily)	\$150.00	\$19.50	\$169.50	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>15.2</b>	<b>Arena-Douro</b>		<b>HST</b>	<b>Total</b>	fees increase 3% annually
	<b>Douro Arena - Harvest Room</b>				
	Hourly Rental	\$29.17	\$3.79	\$32.97	
	1/2 Day Rental (4 hours or less)	\$95.48	\$12.41	\$107.89	
	Full Day Rental (Mon - Fri)	\$159.14	\$20.69	\$179.82	
	Full Day Rental (Sat, Sun, Stat)	\$175.05	\$22.76	\$197.80	
	Douro Seniors Club (3 hours or less)	\$10.61	\$1.38	\$11.99	
	Douro Minor Hockey (3 hours or less)	\$29.18	\$3.79	\$32.97	
	<b>Douro Community Centre - Wellington Room</b>				
	Day Rental (Off Peak Sunday - Thursday)	\$291.75	\$37.93	\$329.67	
	Day Rental (Peak Friday, Saturday and Stat Holidays)	\$466.80	\$60.68	\$527.48	
	1/2 Day Rental (4 hours or less)	\$145.87	\$18.96	\$164.84	
	Hourly Rental	\$52.51	\$6.83	\$59.34	
	Bar	\$58.35	\$7.59	\$65.93	
	Kitchen Rental (Catering/Use of Appliances)	\$87.52	\$11.38	\$98.90	
	<b>Extra's</b>				
	Settings - per setting (dishes, cutlery)	\$5.62	\$0.73	\$6.36	
	Coffee Urn	\$10.61	\$1.38	\$11.99	
	Chafing Dishes	\$13.45	\$1.75	\$15.20	
	Custom Announcement on Arena Roadside Sign	\$25.75	\$3.35	\$29.10	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food				
	*Prices for catering range from the choice of lunch/dinner provided				
	*Facility subsidy Requests can be made under the Policy				
	<b>Douro Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan-Aug)</b>				fees increase 3% annually as of Septmber 1st
	Prime Time	\$180.35	\$23.45	\$203.80	
	Non-Prime Time	\$95.48	\$12.41	\$107.89	
	Hourly Local Youth Sport	\$143.22	\$18.62	\$161.84	
	Hourly Outside Youth Sport	\$153.83	\$20.00	\$173.83	
	Hourly Non-Prime Time *Mon-Fri 7:00 am - 5:00 pm (3 or more hours)	\$74.26	\$9.65	\$83.92	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	
	<b>Douro Arena Floor Surface</b>				
	Adult Sport Hourly Rental	\$70.02	\$9.10	\$79.12	
	Youth Sport Hourly Rental	\$58.35	\$7.59	\$65.93	
	1/2 Day Event Rental	\$350.10	\$45.51	\$395.61	
	Day Event Rental	\$700.19	\$91.03	\$791.22	
	2 Day Event Rental	\$1,166.99	\$151.71	\$1,318.70	
	<b>Douro - Rec Centre</b>		HST	Total	
	Hourly Rental	\$29.17	\$3.79	\$32.97	
	1/2 Day Rental (4 hours or less)	\$95.48	\$12.41	\$107.89	
	Full Day Rental	\$159.14	\$20.69	\$179.82	
	Service Groups & Seniors (3 hours or less)	\$10.61	\$1.38	\$11.99	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>15.3</b>	<b>Arena-Warsaw</b>		<b>HST</b>	<b>Total</b>	fees increase 3% annually
	<b>Warsaw Arena - Upstairs Room</b>				
	Hourly Rental	\$29.17	\$3.79	\$32.97	
	1/2 Day Rental (4 hours or less)	\$95.48	\$12.41	\$107.89	
	Day Rental (Monday - Friday)	\$159.14	\$20.69	\$179.82	
	Weekend or Stat Day Rental (Saturday, Sunday, Stat)	\$175.05	\$22.76	\$197.80	
	Bar Requested	\$58.35	\$7.59	\$65.93	
	Douro Minor Hockey (3 hours or less)	\$29.18	\$3.79	\$32.97	
	<b>Extra's</b>				
	Settings - per setting (dishes, cutlery)	\$5.62	\$0.73	\$6.36	
	Coffee Urn	\$10.61	\$1.38	\$11.99	
	Chafing Dishes	\$13.45	\$1.75	\$15.20	
	*Prices for catering may be adjusted at management's discretion in the event of unforeseen changes in the market price of food				
	<b>Warsaw Arena Winter Ice Rentals (effective September 1st - see previous by-law for rates from Jan-Aug)</b>				fees increase 3% annually as of Septmber 1st
	Prime Time	\$159.14	\$20.69	\$179.82	
	Non-Prime Time (1 or 2 hours)	\$84.87	\$11.03	\$95.91	
	Hourly Local Youth Sport	\$122.00	\$15.86	\$137.86	
	Hourly Outside Youth Sport	\$132.61	\$17.24	\$149.85	
	Hourly Non-Prime Time *Mon-Fri 7:00 a.m. - 5:00 p.m. (3 or more hours)	\$74.26	\$9.65	\$83.92	
	Adult/public skate (unsponsored)	\$3.00	\$0.00	\$3.00	
	Douro and Warsaw Schools skates	\$0.00	\$0.00	\$0.00	
	<b>Warsaw Arena Floor Surface</b>				
	Adult Sport Hourly Rental	\$70.02	\$9.10	\$79.12	
	Youth Sport Hourly Rental	\$58.35	\$7.59	\$65.93	
	1/2 Day Event Rental	\$350.10	\$45.51	\$395.61	
	Day Event Rental	\$700.19	\$91.03	\$791.22	
	2 Day Event Rental	\$1,166.99	\$151.71	\$1,318.70	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>15.4</b>	<b>Parks</b>		<b>HST</b>	<b>Total</b>	Fees increase 3% annually as of January 1st
	<b>Park Rental Rates</b>				
	Adult Sports Field - per hour	\$30.90	\$4.02	\$34.92	
	Youth Sports Field - per hour	\$10.30	\$1.34	\$11.64	
	Youth Sports Field - per hour with Lights	\$17.51	\$2.28	\$19.79	
	Ball Diamond with Lights (hourly)	\$51.50	\$6.70	\$58.20	
	Day Tournaments - Douro Park - Includes Lining	\$169.95	\$22.09	\$192.04	
	Picnic Area/Park Rental - 20-50 People (Daily)	\$36.05	\$4.69	\$40.74	
	Picnic Area/Park Rental - 51-100 People (Daily)	\$72.10	\$9.37	\$81.47	
	Picnic Area/Park Rental - 101+ People (Daily)	\$154.50	\$20.09	\$174.59	
	Major Event - for Profit Organization (Daily)	\$515.00	\$66.95	\$581.95	
	Farmers Market (Daily)	\$51.50	\$6.70	\$58.20	
	Tennis/Pickleball Court Rental - per hour	\$30.90	\$4.02	\$34.92	
	Concession at South Park (Daily)	\$84.98	\$11.05	\$96.02	
	Signage at Parks (ie. Roadside event signage at parks)	\$25.75	\$3.35	\$29.10	

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
<b>15.5</b>	<b>Surcharge for Liability Insurance</b>		<b>HST</b>	<b>Total</b>	
	<b>Auctions, Banquets, Bingo, Cards, Celebrations, Craft Shows, Dances</b>				
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$1.10	\$0.14	\$1.24	
	Non - Alcohol Hourly Rate Event - 51 to 100 people	\$2.20	\$0.29	\$2.49	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$4.40	\$0.57	\$4.97	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$8.80	\$1.14	\$9.94	
	Non - Alcohol Hourly Rate Event - 201 to 250 people	\$11.00	\$1.43	\$12.43	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$13.20	\$1.72	\$14.92	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$16.50	\$2.15	\$18.65	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Non - Alcohol Hourly Rate Event - 0 to 50 people	\$11.00	\$1.43	\$12.43	
	Non - Alcohol Day Rate Event - 51 to 100 people	\$16.50	\$2.15	\$18.65	
	Non - Alcohol Hourly Rate Event - 101 to 150 people	\$22.00	\$2.86	\$24.86	
	Non - Alcohol Hourly Rate Event - 151 to 200 people	\$27.50	\$3.58	\$31.08	
	Non - Alcohol Day Rate Event - 201 to 250 people	\$33.00	\$4.29	\$37.29	
	Non - Alcohol Hourly Rate Event - 251 to 350 people	\$38.50	\$5.01	\$43.51	
	Non - Alcohol Hourly Rate Event - 351 to 500 people	\$44.00	\$5.72	\$49.72	
	Non - Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Alcohol Hourly Rate Event - 0 to 50 people	\$11.00	\$1.43	\$12.43	
	Alcohol Hourly Rate Event - 51 to 100 people	\$13.20	\$1.72	\$14.92	
	Alcohol Hourly Rate Event - 101 to 150 people	\$15.40	\$2.00	\$17.40	
	Alcohol Hourly Rate Event - 151 to 200 people	\$17.60	\$2.29	\$19.89	
	Alcohol Hourly Rate Event - 201 to 250 people	\$19.80	\$2.57	\$22.37	
	Alcohol Hourly Rate Event - 251 to 350 people	\$22.00	\$2.86	\$24.86	
	Alcohol Hourly Rate Event - 351 to 500 people	\$27.50	\$3.58	\$31.08	
	Alcohol Hourly Rate Event - 500+ people	Refer to Marsh			
	Alcohol Day Rate Event - 0 to 50 people	\$55.00	\$7.15	\$62.15	
	Alcohol Day Rate Event - 51 to 100 people	\$66.00	\$8.58	\$74.58	
	Alcohol Day Rate Event - 101 to 150 people	\$77.00	\$10.01	\$87.01	
	Alcohol Day Rate Event - 151 to 200 people	\$88.00	\$11.44	\$99.44	
	Alcohol Day Rate Event - 201 to 250 people	\$99.00	\$12.87	\$111.87	
	Alcohol Day Rate Event - 251 to 350 people	\$110.00	\$14.30	\$124.30	
	Alcohol Day Rate Event - 351 to 500 people	\$121.00	\$15.73	\$136.73	
	Alcohol Day Rate Event - 500+ people	Refer to Marsh			
	<b>Picnics</b>				
	Non - Alcohol Day Rate Event - up to 250 people	\$2.50	\$0.33	\$2.83	
	<b>Meetings, Seminars, Speakers, Workshops, Classroom Instruction</b>				
	Non-Alcohol Event Flat Rate - 1 to 100 people	\$1.65	\$0.21	\$1.86	
	Non-Alcohol Event Flat Rate - 101 to 250 people	\$2.75	\$0.36	\$3.11	
	Non-Alcohol Event Flat Rate - 250 to 500 people	\$5.78	\$0.75	\$6.53	
	Non-Alcohol Event Flat Rate - 500+	Refer to Marsh			

**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
	<b>Sports Events or Activities</b>				
	Low Risk Programs - Hourly Rate - 0 to 25 people	\$0.83	\$0.11	\$0.94	
	Low Risk Programs - Hourly Rate - 26 to 50 people	\$1.65	\$0.21	\$1.86	
	Low Risk Programs - Hourly Rate - 51 to 100 people	\$2.20	\$0.29	\$2.49	
	Low Risk Programs - Hourly Rate - 101 to 250 people	\$2.75	\$0.36	\$3.11	
	Low Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Low Risk Programs - Daily Rate - 0 to 25 people	\$22.00	\$2.86	\$24.86	
	Low Risk Programs - Daily Rate - 26 to 50 people	\$27.50	\$3.58	\$31.08	
	Low Risk Programs - Daily Rate - 51 to 100 people	\$49.50	\$6.44	\$55.94	
	Low Risk Programs - Daily Rate - 101 to 250 people	\$82.50	\$10.73	\$93.23	
	Low Risk Programs - Daily Rate - 250+ people	Refer to Marsh			
	Low Risk Programs - Per Season - 0 to 25 people	\$110.00	\$14.30	\$124.30	
	Low Risk Programs - Per Season - 26 to 50 people	\$137.50	\$17.88	\$155.38	
	Low Risk Programs - Per Season - 51 to 100 people	\$165.00	\$21.45	\$186.45	
	Low Risk Programs - Per Season - 101 to 250 people	\$192.50	\$25.03	\$217.53	
	Low Risk Programs - Per Season - 250+ people	Refer to Marsh			
	Medium Risk Programs - Hourly Rate - 0 to 25 people	\$1.65	\$0.21	\$1.86	
	Medium Risk Programs - Hourly Rate - 26 to 50 people	\$3.30	\$0.43	\$3.73	
	Medium Risk Programs - Hourly Rate - 51 to 100 people	\$5.50	\$0.72	\$6.22	
	Medium Risk Programs - Hourly Rate - 101 to 250 people	\$8.80	\$1.14	\$9.94	
	Medium Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	Medium Risk Programs - Daily Rate - 0 to 25 people	\$40.00	\$5.20	\$45.20	
	Medium Risk Programs - Daily Rate - 26 to 50 people	\$45.00	\$5.85	\$50.85	
	Medium Risk Programs - Daily Rate - 51 to 100 people	\$60.00	\$7.80	\$67.80	
	Medium Risk Programs - Daily Rate - 101 to 250 people	\$100.00	\$13.00	\$113.00	
	Medium Risk Programs - Daily Rate - 250+ people	Refer to Marsh			
	Medium Risk Programs - Per Season - 0 to 25 people	\$165.00	\$21.45	\$186.45	
	Medium Risk Programs - Per Season - 26 to 50 people	\$192.00	\$24.96	\$216.96	
	Medium Risk Programs - Per Season - 51 to 100 people	\$275.00	\$35.75	\$310.75	
	Medium Risk Programs - Per Season - 101 to 250 people	\$330.00	\$42.90	\$372.90	
	Medium Risk Programs - Per Season - 250+ people	Refer to Marsh			
	High Risk Programs - Hourly Rate - 0 to 25 people	\$2.20	\$0.29	\$2.49	
	High Risk Programs - Hourly Rate - 26 to 50 people	\$4.40	\$0.57	\$4.97	
	High Risk Programs - Hourly Rate - 51 to 100 people	\$6.60	\$0.86	\$7.46	
	High Risk Programs - Hourly Rate - 101 to 250 people	\$11.00	\$1.43	\$12.43	
	High Risk Programs - Hourly Rate - 250+ people	Refer to Marsh			
	High Risk Programs - Daily Rate - 0 to 25 people	\$55.00	\$7.15	\$62.15	
	High Risk Programs - Daily Rate - 26 to 50 people	\$66.00	\$8.58	\$74.58	
	High Risk Programs - Daily Rate - 51 to 100 people	\$82.50	\$10.73	\$93.23	
	High Risk Programs - Daily Rate - 101 to 250 people	\$165.00	\$21.45	\$186.45	
	High Risk Programs - Daily Rate - 250+ people	Refer to Marsh			



**2024 User Fee Schedule - Effective Jan 1, 2024**

Item	Department and Type	2024	HST	Total	By-Law/Resolution/Policy Reference
	High Risk Programs - Per Season - 0 to 25 people	\$220.00	\$28.60	\$248.60	
	High Risk Programs - Per Season - 26 to 50 people	\$247.50	\$32.18	\$279.68	
	High Risk Programs - Per Season - 51 to 100 people	\$302.50	\$39.33	\$341.83	
	High Risk Programs - Per Season - 101 to 250 people	\$385.00	\$50.05	\$435.05	
	High Risk Programs - Per Season - 250+ people	Refer to Marsh			
	<b>Sale of non-food or drink items</b>				
	Per Day	\$27.50	\$3.58	\$31.08	
	Per Week	\$55.00	\$7.15	\$62.15	
	Per Month	\$99.00	\$12.87	\$111.87	
	3 to 6 months	\$495.00	\$64.35	\$559.35	
	<b>Sale of food or drink items</b>				
	Per Day	\$52.80	\$6.86	\$59.66	*Must be certified and approved by health board with proof of certificate if selling food & beverages
	Per Week	\$137.50	\$17.88	\$155.38	
	Per Month	\$275.00	\$35.75	\$310.75	
	3 to 6 months	\$687.50	\$89.38	\$776.88	
	<b>Leagues</b>				
	Up to 30 players per team	\$192.50	\$25.03	\$217.53	
	Up to 25 teams per league	\$192.50	\$25.03	\$217.53	
	Anything above 30 players or 25 teams	Refer to Marsh			
	<b>Tournaments (High risk only)</b>				
	0 to 8 Teams	\$550.00	\$71.50	\$621.50	
	9 to 16 Teams	\$770.00	\$100.10	\$870.10	
	16 to 21 Teams	\$1,100.00	\$143.00	\$1,243.00	
	21 Teams+	Refer to Marsh			