

2023 APPROVED FEES FOR SERVICES



SARNIA
ONTARIO

**THE CORPORATION OF THE
CITY OF SARNIA**

**2023
APPROVED FEES FOR SERVICES**

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CORPORATE		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
MISCELLANEOUS/ADMINISTRATION							
Miscellaneous Documents	Cost recovery	Y					various
Print Budget Books	Cost recovery	Y		12.00	12.00	0%	01-4-2020-00930
Returned Cheque or Payment - Including NSF, PAP, EFT		N		40.00	40.00	0%	
Registered Mail		N		30.00	30.00	0%	
Interest on Outstanding Accounts Receivable Balances	15% per annum	N		variable	variable		01-4-1350-00104
Online Convenience Service Fee	Cost recovery	N					various
Special Event/User Group - General Liability Insurance*	as outlined by insurance provider	8% Ontario Tax		variable	variable		01-4-4600-00930
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee			-50%	-50%	0%	
Copy Charge	Per page	Y		0.50	0.50	0%	various

CITY CLERK	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
BUSINESS LICENCES - EATING ESTABLISHMENTS						
Eating Establishment	New	N	195.00	195.00	0%	01-4-2050-00322
	Renewal	N	130.00	130.00	0%	
BUSINESS LICENCES - OTHER						
Adult Live Entertainment Parlours		N	350.00	350.00	0%	01-4-2050-00324
Adult Video Stores	New	N	230.00	230.00	0%	
	Renewal	N	165.00	165.00	0%	
Auctioneer	New	N	255.00	255.00	0%	
	Renewal	N	185.00	185.00	0%	
Short-Term Accommodations	New	N	155.00	155.00	0%	
	Renewal	N	110.00	110.00	0%	
Body Piercing/Scarification/Tattooing	New	N	205.00	205.00	0%	
	Renewal	N	135.00	135.00	0%	
Body Rub Parlour Owner/Operator		N	500.00	500.00	0%	
Body Rub Parlour Attendant		N	150.00	150.00	0%	
Busker <i>(perform/entertain in designated areas for voluntary donations)</i>	Contact Parks & Recreation	N	free	free		
Circus <i>(including Midway) *</i>		N	460.00	460.00	0%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
Master Plumber Licence	New	N	100.00	100.00	0%	
	Renewal	N	60.00	60.00	0%	
Payday Loan Establishment	New	N	245.00	245.00	0%	
	Renewal	N	195.00	195.00	0%	
Pawn Broker		N	195.00	195.00	0%	
Pet Shops	New	N	205.00	205.00	0%	
	Renewal	N	135.00	135.00	0%	
Public Hall <i>(including Movie Theatre)</i>	New	N	225.00	225.00	0%	
	Renewal	N	160.00	160.00	0%	
Refreshment Vehicle	City Parks	N	360.00	360.00	0%	
	Non-Motorized/Cycle	N	250.00	250.00	0%	
	Other	N	460.00	460.00	0%	

CITY CLERK	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #	
Rooming or Boarding House (3 to 6 rooms)	New	N	195.00	195.00	0%	01-4-2050-00324	
	Renewal	N	130.00	130.00	0%		
	(7 or more rooms) New	N	235.00	235.00	0%		
	Renewal	N	170.00	170.00	0%		
Salesperson (Resident)	Yearly	N	510.00	510.00	0%		
	Seasonal - 3 months *	N	310.00	310.00	0%		
	Daily - 3 days *	N	160.00	160.00	0%		
Salesperson (Non-Resident)	Yearly	N	1,210.00	1,210.00	0%		
	Seasonal - 2 months *	N	550.00	550.00	0%		
	Seasonal - 3 months *	N	810.00	810.00	0%		
	Daily - 3 days *	N	510.00	510.00	0%		
* must be consecutive months/days							
Salvage	New	N	200.00	200.00	0%		
	Renewal	N	200.00	200.00	0%		
Second-Hand Goods (incl. scrap metal)	New	N	200.00	200.00	0%		
	Renewal	N	200.00	200.00	0%		
Business Licence - Late Fee	After March 31st	N	35.00	35.00	0%		
	After July 1st	N	100.00	100.00	0%		
Business Licence - Transfer		N	25.00	25.00	0%		
LOTTERY LICENSE FEES							
Bingo *	Up to 165.00	N	112.50	112.50	0%	01-4-2050-00325	
Raffle *	% of prize value	N	3%	3%	0%	01-4-2050-00326	
Break-Open Ticket *	% of prize value	N	3%	3%	0%	01-4-2050-00327	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee	N	-50%	-50%	0%		
Letter of Authorization to Sell tickets in Municipality	Licensed through Province	N	25.00	25.00	0%		
COMMISSIONING SERVICES							
Commissioning Services	First signature	I	31.00	31.00	0%	01-4-2050-00328	
	Each additional signature	I	10.00	10.00	0%		
FREEDOM OF INFORMATION							
Freedom of Information	Application fee	N	5.00	5.00	0%	01-4-2050-00329	
	Per 15 minutes	N	7.50	7.50	0%		

CITY CLERK	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
MARRIAGE						
Marriage Licence - \$48 remitted to Province of Ontario	Net fee to City \$102.00	N	150.00	150.00	0%	01-4-2050-00330
Marriage Ceremony - Business Hours		I	300.00	300.00	0%	01-4-2050-00345
Marriage Ceremony - Staff Witness	Per ceremony	N	50.00	50.00	0%	
Marriage Ceremony - Cancellation Fee	Less than 48 hours notice	N	50.00	50.00	0%	
DEATH CERTIFICATES						
Registration of Deaths	Stillbirths exempt	N	25.00	25.00	0%	01-4-2050-00335
OTHER FEES & SERVICE CHARGES						
Liquor - Letter of Authorization		N	50.00	50.00	0%	01-4-2050-00901
Liquor - Licence Extension Application		N	50.00	50.00	0%	
Exemption from Noise By-Law *		N	125.00	125.00	0%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	

LEGAL SERVICES	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
LEGAL FEES						
Municipal Tax Sales By-Law		N	variable	variable		01-4-2005-00301
AGREEMENT FEES						
Indemnity Agreements *	Plus disbursements	Y	100.00	105.00	5%	01-4-2005-00901
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
Standard Site Plan & Severance Agreements, etc.	Plus disbursements	N	300.00	315.00	5%	
Standard Encroachment Agreements (plus annual rental unless SFR), Easements, etc.	Plus disbursements	Y	500.00	525.00	5%	
Standard Sale of Land, Road/Lane/Alley Closings, etc.	Plus disbursements	N	500.00	500.00	0%	
Standard Subdivision & Front Ending Agreements (where not part of subdivision agreement), etc.	Plus disbursements	N	1,500.00	1,575.00	5%	
Pipeline Crossing - Initial fee	Plus disbursements	Y	1,500.00	1,575.00	5%	
Mortgage Discharges & Standard Postponements	Plus disbursements	Y	250.00	262.50	5%	
Standard Façade Loan - Title Search & Registration Fee	Incl. disbursements	N	750.00	787.50	5%	
Miscellaneous Documents	Cost recovery	Y	variable	variable		
REGISTRATION FEES						
Registration Fee (per document)	Plus disbursements	N	102.00	107.10	5%	01-4-2005-00901
NOTARY SERVICES						
Notary Services	First signature	I	31.00	32.55	5%	01-4-2005-00901
	Each additional signature	I	10.00	10.50	5%	
All disbursement revenue is directly offset by a corresponding expense.						

FINANCE		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
TAX CERTIFICATES							
Tax Certificates - Payment Received with Request	5-7 Business Days	N	55.00	55.00	0%	01-4-2021-00300	
	On Demand, up to 2 days	N	75.00	75.00	0%		
OTHER FEES & SERVICE CHARGES - TAX							
Tax Account Printout (2022 and 2023 only)			free	free		01-4-2021-00901	
Tax Account Printout (2006 through 2021)		N	6.00	6.00	0%		
Reprint Tax Bill		N	15.00	15.00	0%		
Tax Arrears Reminder Notice		N	5.00	5.00	0%		
Ownership Change Notice		N	32.00	32.00	0%		
Tax Rolling Fee <i>(including drains loans)</i>		N	50.00	50.00	0%		
Creating a New Tax Roll		N	50.00	50.00	0%		
Duplicate Documentation - Assessment Adjustments or Tax Rebates		N	30.00	30.00	0%		
Administration Fee - Refunding a payment contrary to the <i>Municipal Act (Section 347(3))</i>		N	40.00	40.00	0%		
Microfiche Search Letter - up to 2 years		N	41.00	41.00	0%		
Microfiche Search Letter - each additional year beyond 2 years		N	5.00	35.00	600%		
Issue a Refund for Overpayment (made in error)	after 2nd incident	N	40.00	40.00	0%		
Transfer payment from one account to another	after 1st incident	N	40.00	40.00	0%		
PURCHASING FEES							
Basic Bid - Online from Bidding Service			free	free		01-4-2023-00901	
Complex Bid - Based on production cost of prints, drawings, etc.	\$100 to \$300	I	variable	variable			
Administration of Fair Wage Policy		Y		variable	NEW		
Administration Fee - Sale of Goods to Outside Organization	% of sale	Y	10%	10%	0%		

FIRE	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #	
ADMINISTRATION FEES							
Professional Services - Fire Inspection Report/File Search/Fire Safety Plan Review	Minimum per transaction	Y	54.50	55.50	2%	01-4-2500-00930	
	Hourly	Y	109.00	111.00	2%		
Costs Recovery Administration	Hourly	Y	109.00	111.00	2%		
FIRE SAFETY INSPECTIONS & ENFORCEMENT							
Fire Safety Inspections						01-4-2500-00350	
Initial and First re-inspection for compliance, and third & each subsequent inspection (includes 1 hr. minimum)	Hourly	Y	107.00	111.00	4%		
First & Second - Residential (Sec. 9 Retrofit) Inspection	Hourly, minimum 2 hours	Y	107.00	111.00	4%		
After Hours Inspection/Fire Code Enforcement	Minimum 2x hourly rate	Y	160.50	222.00	38%		
Review of Propane Risk & Safety Management Plans (plus Third Party Fees)	Hourly	Y	107.00	111.00	4%	01-4-2500-00930	
	Administration fee	Y	53.50	55.50	4%		
Occupant Load Determination or Recalculation - including AGCO letter of approval	Hourly, minimum 1 hour	Y	107.00	111.00	4%	01-4-2500-00350	
Burn Permits							
Rural Open Burn Permit (BL 2001/91) Part III	One-time inspection fee	Y	109.00	111.00	2%		
Rural Open Burn Permit Renewal	Renewal - minimum administration fee	Y	54.50	55.50	2%		
Permit Special Events, including fireworks * (BL 2001/91 Part II Section 2.4)	Hourly, minimum 1 hour	Y	109.00	111.00	2%		
Special Events - Vendor Inspection * (After business hours use 'After Hours' rate above - will be invoiced to event organization)	Hourly	Y	109.00	111.00	2%		
After Hours Inspections *	Minimum 2x hourly rate	Y	163.50	222.00	36%		
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%		
Public Education							01-4-2500-00930
Smoke/CO Alarm Combo	Cost recovery	Y	variable	variable			
Fire Safety Education	Hourly	Y	107.00	111.00	4%		

FIRE	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
FIRE SUPPRESSION						
Fire Incident Reports (<i>Insurance Adjusters</i>)	Hourly	Y	109.00	111.00	2%	01-4-2500-00366
Fire Investigation Report	Hourly, minimum 4-6 hours	Y	109.00	111.00	2%	
Motor Vehicle Collisions/Fires on City Streets/Non-Residents	Minimum, up to 1 hour	N	488.40	488.40	0%	
	Each additional ½ hour	N	244.50	244.50	0%	
Non-Compliant Recreational Burning	Each additional ½ hour	N	244.50	244.50	0%	
Malicious Fire Alarms	Minimum, up to 1 hour	N	488.40	488.40	0%	
False Alarms - <i>After two false alarms in one year, per apparatus, per hour (MTO dependant rate)</i>	Minimum, up to 1 hour	N	488.50	488.50	0%	
	Each additional ½ hour	N	244.50	244.50	0%	
False Alarms - <i>Failure to notify Fire Department when testing or working on alarm system; depending on occupancy classification & running assignment</i>	Minimum, up to 1 hour	Y	488.50	488.50	0%	
	Each additional ½ hour	Y	244.50	244.50	0%	
No Rural Open Burn Permit where permit is required (<i>MTO dependant rate</i>)	Minimum, up to 1 hour	N	488.50	488.50	0%	
Violation of Open Burning By-Law (<i>Recreational & Rural</i>)	Minimum, ½ hour	N	244.50	244.50	0%	
Special Events - Stand-by Fire Apparatus * (<i>minimum four-person crew</i>)	Minimum, 1 hour per Fire Department member	N	109.00	111.00	2%	
	Vehicle minimum, up to 1 hour	N	488.50	488.50	0%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
Extraordinary Emergency Expenses (<i>specialty team rescues, major incidents, i.e. high rise response, industrial response, etc.</i>)	Cost recovery	N	variable	variable		01-4-2500-00930
Elevator Rescue	Cost recovery, per hour	N	488.50	488.50	0%	
Non-Emergency Response	Cost recovery	N	variable	variable		
Fire Calls on King's Highway	Current MTO rate	N	488.50	488.50	0%	01-4-2500-00367

FIRE	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
EMERGENCY RESPONSE						
Fire Department Response Fees <i>(including collection of fees by city's agent)</i>	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call	N	variable	variable		30-2-6615-06320
HAZARDOUS MATERIALS RESPONSE COST RECOVERY						
Hazardous Materials Team	Cost recovery	Y	variable	variable		01-4-2500-00930
Hazardous Materials Truck and Trailer	Minimum 2 hours	Y	488.50	488.50	0%	
	Each additional hour	Y	244.50	244.50	0%	
Hazardous Initial Assessment Crew	Minimum 2 hours	Y	488.50	488.50	0%	
	Cost recovery	Y	variable	variable		

ENGINEERING		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
OVERSIZE LOAD-MOVING FEES							
Building other than Residential Garage			N	275.00	285.00	4%	01-4-3034-00901
Residential Garage			N	115.00	119.00	3%	
Other Structures - Loads <3.75 m wide and <120,000 kg	Two days notice	N	145.00	151.00	4%		
	One day notice	N	290.00	303.00	4%		
Other Structures - Loads >3.75 m wide and >120,000 kg	Two days notice	N	1,250.00	1,300.00	4%		
	One day notice	N	2,450.00	2,550.00	4%		
Annual Oversize Load Permit		N	375.00	390.00	4%		
Stopped by Police for No Permit	Permit fee plus penalty	N	1,200.00	1,250.00	4%		
TRAFFIC FEES							
Hoarding Permits <i>(Temporary Right of Way Occupancy)</i> - 1 week minimum charge - up to 4 months		Per occupied m²/week	N	5.75	5.75	0%	01-4-3034-00901
Long-Term Hoarding Permits <i>(Right of Way Occupancy)</i> 4 months up to 12 months. Longer than 12 months shall require council approval.		Per occupied m²/week	N		2.50	NEW	
Application Renewal - Patio/Awnings		Per application	N	90.00	94.00	4%	
Encroachment - Patio/Awnings		Per season	N	90.00	94.00	4%	
Paper Box Licence		Yearly	N	48.00	50.00	4%	
Third Party Reviews		Cost recovery	Y	variable	variable		
Signs - Accessible, Fire Route, Parking, etc.		Cost recovery	Y	28.00	variable		
01-4-3034-00930							
ENGINEERING DEVELOPMENT FEES - LOT, WATER							
Water Testing			Y	1,325.00	1,375.00	4%	01-4-3035-00901
Tie-In Water System <i>(requires Class 1 Water Certificate supervision)</i>	Flat rate	Y	575.00	600.00	4%		
	After hours - cost plus	Y	10%	10%	0%		
Lot Grading Certificate	First review	N	80.00	83.00	4%		
	Subsequent review	N	140.00	145.00	4%		
SITE PLAN REVIEW							
Application Fee			N	1,200.00	1,250.00	4%	01-4-3035-00901
Inspection Fee	Small size projects	Y	1,050.00	1,090.00	4%		
	Mid size projects	Y	2,600.00	2,700.00	4%		
	Large size projects	Y	5,200.00	5,400.00	4%		
Plus Future City Maintenance Charge	Based on value of work	Y	10%	10%	0%	01-4-3010-00930	

ENGINEERING			Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
SERVICE CONNECTIONS (WATER, SEWER, ETC.)								
Inspection Fee - In-office		Hourly based on estimate	Y		87.00	90.50	4%	01-4-3035-00901
Inspection Fee - Field		Hourly based on estimate	Y		98.00	102.00	4%	
<i>Plus Future City Maintenance Charge (Service Connections & Site Plan Work)</i>		Based on value of work	Y		5%	5%	0%	01-4-3010-00930
APPLICATION FEES - ENVIRONMENTAL AGREEMENTS								
Application Fee			N		2,750.00	2,850.00	4%	01-4-3035-00901
ENGINEERING DEVELOPMENT FEES - SUBDIVISION, HYDRANT FLOW, CULVERT								
Inspection Fee - In-office		Hourly	Y		87.00	90.50	4%	01-4-3035-00901
Inspection Fee - Field		Hourly	Y		98.00	102.00	4%	
Inspection Fees (\$1-\$5,000,000)		Construction cost	Y		4.0%	4.0%	0%	
Inspection Fees (on the amount greater than \$5,000,000 +)		Construction cost	Y		2.0%	2.0%	0%	
Fire Hydrant Flow Information		Hourly, minimum 2 hours	N		140.00	145.00	4%	01-4-3035-00930
New Culvert Information		Actual cost	N					
Street Signs		Actual cost	Y			variable	NEW	01-4-3034-00930
ENGINEERING DEVELOPMENT FEES - UTILITY CUTS, ETC								
Utility Cut Permits - Contractors			N		135.00	141.00	4%	01-4-3035-00936
Curb Cuts		Based on tendered amount	Y		variable	variable		01-2-0700-09413
		Based on value of work	Y		25%	25%	0%	
Utility Crossing Review			Y		125.00	130.00	4%	
Right-of-Way		Fee	Y		105.00	109.00	4%	01-4-3035-00936
		Damage deposit	N		1,025.00	1,070.00	4%	
Road Occupancy Permits - Utility		Blanket Permitting Fee	N		5,100.00	5,300.00	4%	01-4-3035-00936
		1-100 permits	N		2,250.00	2,350.00	4%	
		101-500 permits	N		3,150.00	3,275.00	4%	
		501-2000 permits	N		5,250.00	5,450.00	4%	
		Over 2000 permits	N		8,400.00	8,750.00	4%	
		Municipal Consent	N		420.00	435.00	4%	
Water Meters		Contact Engineering	Y		variable	variable	0%	01-4-3035-00901
		20% to maximum of \$1,000	Y		20%	20%	0%	

ENGINEERING	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
APPLICATION FEES - ENCROACHMENTS ON MUNICIPAL RIGHT OF WAY						
Per Encroachment Regardless of Number of Crossings/Current Fees at Renewal of Fixed Term Agreement						
Residential/Agricultural - includes minor encroachments or crossings: waterlines, electrical lines or other conduits		Y	29.00	30.25	4%	01-4-3035-00936
Commercial/Industrial - includes major encroachments or crossings: gas lines, product lines, buried cables or conduits		Y	275.00	285.00	4%	
Construction & Administration Fee for Engineering Inspection	Lump sum payment	Y	2,700.00	2,800.00	4%	
PIPELINE CROSSING REVIEW FEES						
Pipeline Crossing Review	Per agreement	Y	1,100.00	1,140.00	4%	01-4-1305-00083
ENCROACHMENT ON MUNICIPAL RIGHT-OF-WAYS - MUNICIPAL ROADS/DRAINS						
Current Fees at Renewal of Fixed Term Agreements						
No residential or agricultural encroachments parallel with roadway shall be granted (crossings only)						
All waterline, electrical lines, and other conduits shall be installed on owners' property						
Residential/Agricultural - (one time)	Per crossing	Y	225.00	235.00	4%	01-4-1305-00082
Commercial/Industrial - (one time)	Per crossing	Y	1,050.00	1,090.00	4%	
Commercial & Industrial Pipelines/Conduits	Per km/5 year term	Y	1,600.00	1,660.00	4%	
Commercial & Industrial Power/Communication Lines	Per pole/5 year term	Y	110.00	114.00	4%	
ENCROACHMENT - CROSSING ON MUNICIPAL RIGHT-OF-WAYS ONLY						
Current Fees at Renewal of Fixed Term Agreements						
Commercial & Industrial Underground Road Crossings	Per crossing/year	Y	1,100.00	1,140.00	4%	01-4-1305-00082
CONSTRUCTION DEPOSITS - REFUNDABLE SECURITY DEPOSITS						
Total security deposits may be reduced in case of multiple crossings at discretion of General Manager of Engineering and Operations						
Roadway Crossing	Deposit per crossing	N	1,050.00	1,090.00	4%	deposit acct
Municipal Right-of-Ways	Deposit per km	N	1,050.00	1,090.00	4%	
	Deposit minimum	N	1,050.00	1,090.00	4%	

OPERATIONS	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
STREETS/ROADS						
Barricade Installation and Removal *						01-4-3010-00930
First Intersection/Minimum		N	595.00	620.00	4%	
Per Additional Intersection		N	290.00	301.00	4%	
Or Actual Costs plus Overhead if Greater						
Cone and Barricade Drop off/Pick Up *	Minimum charge	N	155.00	161.00	4%	
Per barricade		N	5.00	5.00	0%	
Per cone		N	1.00	1.00	0%	
Additional fee for weekend overtime labour costs *	One time fee based on the OT costs incurred	N	150.00	156.00	4%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
CURB & GUTTER/SIDEWALKS						
Curb & Gutter Fill	Per linear metre	N	133.00	138.00	4%	01-4-3010-00936
Sidewalk Replacement	Per m ²	N	133.00	138.00	4%	
HYDRANT USE						
Temporary Water Connection Agreement * (with backflow preventer)	Minimum, 2 weeks	N	255.00	265.00	4%	08-4-3790-00571
	Each additional week	N	28.50	29.50	4%	
Relocation of Temporary Water Connection (incl. backflow test)	Each relocation	N	155.00	160.00	3%	
Water usage per cubic meter	No sewer disposal	N	1.30	1.35	4%	
Water usage per cubic meter	Including sewer disposal	N	16.50	17.00	3%	
Refundable damage deposit *		N	2,100.00	2,175.00	4%	deposit acct
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
WATER SERVICES						
Water Service Shut-Off Charge for Construction (Business Hours 7:30am -4:00pm Monday - Friday)	No charge					08-4-3790-00572
Water Service Shut-Off Charge (Industrial and Commercial Properties only)	After business hours	Y	155.00	500.00	323%	
Repair frozen water meter in building	Costs plus overhead	Y				
Water meter installation inspection		Y	92.00	96.00	4%	
Testing of backflow preventer	Each test	N	130.00	135.00	4%	

OPERATIONS		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
CONSTRUCTION - WATER							
Single Family, Semi-Detached Dwelling			N	250.00	260.00	4%	08-4-3790-00900
Other (including Multi-Residential) <i>(Based on Construction Value)</i>			N	0.10%	0.10%	0%	
WATER METER KITS							
Water meter kits	20 mm size		Y	290.00	300.00	3%	08-4-3790-00940
	25 mm size		Y	345.00	355.00	3%	
	37 mm size		Y	595.00	620.00	4%	
	50 mm size		Y	735.00	765.00	4%	
OMNI Meters	50 mm size		Y	1,325.00	1,375.00	4%	
WATER METER FEE							
For Commercial/Industrial properties without bulk water meter & fire hydrant inside property perimeter							
10" Per Year			Y	1,650.00	1,700.00	3%	30-2-6617-06320
8" Per Year			Y	1,450.00	1,500.00	3%	
6" Per Year			Y	1,340.00	1,400.00	4%	
WASTEWATER SERVICES							
Raw Sewage Fee	Per 1,000 litres		Y	15.50	16.10	4%	07-4-3505-00901
Surcharge Fee	Per 1,000 litres		Y	15.00	15.60	4%	
Industrial Effluent User Fee for Industrial Process Water	Per 1,000 litres		Y	1.55	1.61	4%	
High Volume Discharge Fee	Per 1,000 litres		Y	1.55	1.61	4%	
Sewer Discharge Permit - Application Fee							
Initial			Y	265.00	275.00	4%	
Amendment			Y	52.00	54.00	4%	
Sewer Discharge Permit - Administration Fees							
Overstrength	Monthly		Y	52.00	54.00	4%	
	Quarterly		Y	155.00	160.00	3%	
Surcharge	Monthly		Y	52.00	54.00	4%	
	Quarterly		Y	155.00	161.00	4%	
Chloride	Monthly		Y	52.00	54.00	4%	
	Quarterly		Y	155.00	161.00	4%	
Compliance	Monthly		Y	104.00	108.00	4%	
	Quarterly		Y	310.00	321.00	4%	
Conditional	Monthly		Y	104.00	108.00	4%	
	Quarterly		Y	310.00	322.00	4%	
High Volume	Monthly		Y	52.00	54.00	4%	
	Quarterly		Y	103.00	107.00	4%	

OPERATIONS		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
Overstrength Discharge Fees							07-4-3505-00901
Biochemical Oxygen Demand (BOD)	kilogram	Y	0.80	0.83	4%		
Carbonaceous Biochemical Oxygen Demand (CBOD)	kilogram	Y	2.21	2.30	4%		
Total Suspended Solids (TSS)	kilogram	Y	0.83	0.86	4%		
Total Kjeldahl Nitrogen (TKN)	kilogram	Y	1.70	1.76	4%		
Total Phosphorus (TP)	kilogram	Y	2.50	2.60	4%		
Phenols	kilogram	Y	0.82	0.85	4%		
Hauled sludge (LAWSS and Village of Pt. Edward)	Per 1,000 litres	Y	50.00	65.00	30%		
Hauled liquid waste discharged at the Wastewater Treatment Plant (St. Andrew Street), per ticket	<2,250 litres	Y	64.00	66.50	4%		
	2,250 - 4,500 litres	Y	125.00	130.00	4%		
	>4,500 litres	Y	186.00	194.00	4%		
	Generator Permit	Y	260.00	270.00	4%		
	Annual Carrier Permit	Y	76.00	79.00	4%		
	Recreational Vehicle	Y	37.00	38.50	4%		
Clean-out Installation (restoration not included)	Per install	Y	1,700.00	1,775.00	4%	07-4-3500-00930	
Trenchless Service Line Repair	Per install	Y	1,040.00	1,080.00	4%		
WASTE							
Garbage Tags		N	1.50	1.50	0%	01-4-3800-00511	
Over-volume bags collected by City staff upon property owner's refusal to cooperate	Per bag	N	11.25	11.75	4%		
Surplus Waste Collection - Commercial Properties	Per cart	N	7.00	7.25	4%		
RECYCLE CONTAINERS							
Garbage/Recycle Carts	Cost recovery	I	94.00	98.00	4%		
COMPOST / MULCH / WOOD CHIPS							
Compost, Mulch and Wood Chips - Cars	10 containers (max)	Y	15.00	15.50	3%	01-4-3885-00940	
Compost, Mulch and Wood Chips - Vans	15 containers (max)	Y	21.00	21.75	4%		
Compost, Mulch and Wood Chips - Trucks / Trailers	Per yd³	Y	18.90	19.75	4%		
Compost Materials - Commercial - Price as approved by General Manager of Engineering and Operations		Y	variable	variable			

OPERATIONS		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
COMPOSTABLE DROP-OFF							
Commercial Brush Drop Off (Up to 4" dia. only. No root balls.)							01-4-3885-00940
	Car / Van	Full	Y	15.00	15.50	3%	
	Pick Up Truck	½ load	Y	15.00	15.50	3%	
	Pick Up Truck	Full	Y	25.00	26.00	4%	
	Pick Up Truck	Overfull	Y	40.00	41.50	4%	
	Trailer	Single axle	Y	25.00	26.00	4%	
	Trailer	Overfull single axle	Y	40.00	41.50	4%	
	Trailer	Extra long single axle	Y		35.00	NEW	
	Trailer	Overfull extra long single axl	Y		55.00	NEW	
	Trailer	Double axle	Y	40.00	41.50	4%	
	Trailer	Overfull double axle	Y	63.00	65.50	4%	
	Cube Van	Full	Y		40.00	NEW	
	Small Truck	4 - 8 yd ³	Y	60.00	62.50	4%	
	Dump Truck	10 - 20 yd ³	Y	75.00	78.00	4%	
	Dump Truck	25 - 40 yd ³	Y	162.00	168.00	4%	
	Dump Truck / Trailer	> 40 yd ³	Y		357.00	NEW	
	Scaled Trucks, Trailers and Roll-off Containers	Per tonne	Y	84.00	87.00	4%	
Drop-off Compostables - Other municipalities		Plus overhead	Y	0.20	0.20	0%	01-4-3885-00931
- Gross cost per tonne of prior year							
OTHER							
Mechanic's Chargeout Rate		Hourly	I	83.00	86.00	4%	01-4-3015-00930

TRANSIT		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
FARES - CONVENTIONAL/CARE-A-VAN							
Cash Fare	Regular	N	3.00	3.00	0%	CON: 06-4-3140-00470 CARE: 01-4-3195-00470	
Child	12 yrs & under		free	free			
Cancellation Fees	Regular cash fare	N	3.00	3.00	0%		
TICKETS - CONVENTIONAL/CARE-A-VAN							
Tickets, Individual		N	2.40	2.50	4%	CON: 06-4-3140-00471	
Tickets, Sheet of 10 (City Hall, Customer Service location only)		N	24.00	25.00	4%	CARE: 01-4-3195-00471	
Tickets, Sheet of 20		N	48.00	50.00	4%		
BUS PASSES - CONVENTIONAL/CARE-A-VAN							
Standard Bus Pass	Monthly	N	76.50	79.50	4%	CON: 06-4-3140-00472 CARE: 01-4-3195-00472	
Semester - Elementary/Secondary	5 months	N	163.00	170.00	4%		
Semester - College	4 months	N	179.00	186.00	4%		
Summer Savings Pass	2 months	N	116.00	121.00	4%		
Weekly Pass	Weekly	N	24.50	25.50	4%		
Seniors Pass (65 years and older)	Monthly	N	60.00	62.50	4%		
White Cane Pass	Annual	N	31.00	32.25	4%		
Support Person Pass			free	free			
Refugee (One Year)			free	free			
Veterans			free	free			
Replacement Smart Card	after 1st incident	N		5.00	NEW		
Employer Bus Pass Program							
Discount 20+ passes			10%	10%	0%		
Discount 40+ passes			20%	20%	0%		
Discount 60+ passes			25%	25%	0%		
Inn of the Good Shepherd - Low-Income Qualified Program							
Reduction per Standard Pass, no monthly limit	Discount in \$		-20.00	-20.00	0%		
Reduction per Ticket Sheet (Sheet of 20), no monthly limit	Discount in \$		-15.00	-15.00	0%		
CHARTER RATES - CONVENTIONAL/CARE-A-VAN							
Charter *	Hourly	Y	114.00	118.00	4%	CON: 06-4-3140-00473 CARE: 01-4-3195-00473	
Charter *	Minimum	Y	160.00	166.00	4%		
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%		

PARKS & RECREATION			Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
FESTIVAL & EVENT USER FEES								
Outdoor Festival and Event Fees								01-4-4601-00645
Event Application	Flat fee	Y			50.00	NEW		
Event Administrative	Flat fee	Y			100.00	NEW		
Event Operations	Hourly, per staff person	I			30.00	NEW		01-4-4510-00903
Event Equipment Rental and Delivery Fees								
Picnic Tables	Per table	I			10.00	NEW		
Garbage Bins	Per bin	I			2.00	NEW		
Arena Festival and Event Fees								01-4-4705-00629
<i>Regular ice/floor rental fees apply</i>								01-4-4708-00629
Deposit (25%)	Per Event	Y			variable	NEW		01-4-4710-00629
Glass In	Flat fee	I			1,500.00	NEW		
Glass Out	Flat fee	I			1,500.00	NEW		
Floor Down	Flat fee	I			500.00	NEW		
City-Led Event Vendor Fees								01-4-4610-00661
Canada Day Participant Fees *								
Parade Participant - Commercial	Per vendor	Y		51.00	53.00	4%		
Handmade Craft Market Vendor	Per vendor	Y		51.00	53.00	4%		
Centennial Park Market Vendor	Per vendor	Y		129.00	134.00	4%		
Canatara Concession	Per vendor	Y		600.00	624.00	4%		
Centennial Concession	Per vendor	Y		310.00	322.00	4%		
Other Event Participant Fees (Kids Funfest, etc.) *								01-4-4601-00645
Event Vendor	Per vendor	Y		62.00	64.00	3%		
Food Concession	Per vendor	Y		84.00	87.00	4%		
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee			-50%	-50%	0%		

PARKS & RECREATION			Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
OUTDOOR FACILITY USER FEES								
Canatara Covered Pavilions - Area 1, Beach Pavilion								
Canatara Uncovered Picnic Areas - Canatara Areas 2, 3, 4								
Brights Grove Covered Pavilions - Mike Weir, Kenwick Park Pavilions								
Covered Picnic Shelters - Clearwater, Camp Saredaca, Mike Weir Cricket Club, Wildwood Shelters								
Picnic Pavilions & Areas								01-4-4510-00903
Canatara Covered Pavilion	Daily, per section	Y		41.00	42.50	4%		
Canatara Uncovered Picnic Area	Daily, per section	Y		35.00	36.50	4%		
Brights Grove Covered Pavilion	Daily	Y		64.00	66.50	4%		
Covered Picnic Shelter	Daily	Y		35.00	36.50	4%		
Outdoor Stages & Specialty Facilities								01-4-4510-00903
Suncor Agora Stage	Hourly (<i>min. 4 hrs</i>)	Y		108.00	112.00	4%		
Canatara Bandshell Stage	Hourly (<i>min. 4 hrs</i>)	Y		42.00	44.00	5%		
Kenwick Park Wedding (Pavilion & Gazebo)	Daily (<i>min. 4 hrs</i>)	Y		77.00	80.00	4%		
Germain Arbour, Japanese Gardens (Weddings)	Daily (<i>min. 4 hrs</i>)	Y		38.00	40.00	5%		
Seaway Kiwanis Pavilion	Hourly - Unlicensed (<i>min. 4 hrs</i>)	Y		45.00	47.00	4%		30-2-6635-06320
	Hourly - Licensed (<i>min. 4 hrs</i>)	Y		65.50	68.00	4%		
Garden Rentals & Programs								
Germain Garden Plot, Neighbourhood Community Garden	Annual	Y		44.00	46.00	5%		01-4-4510-00903
COMMUNITY CENTRES								
Arena Community Rooms								
Clearwater Lower Hall	Hourly - <i>Unlicensed</i>	Y		27.00	28.00	4%		01-4-4708-00660
	Hourly - <i>Licensed</i>	Y		58.00	60.50	4%		
Pat Stapleton Arena Kiwanis Room	Hourly - <i>Unlicensed</i>	Y		37.00	38.50	4%		01-4-4705-00660
	Hourly - <i>Licensed</i>	Y		83.00	86.50	4%		
Council Approved Youth Groups - Subsidized Rate			Reduction in listed fee		-25%	-25%	0%	
Other Community Rooms								
Strangway Centre Multi-Purpose Room	Hourly	Y		47.00	49.00	4%		01-4-4950-00903
Strangway Centre Craft, Studio, Conference, Café Room	Hourly	Y		22.00	23.00	5%		
Newton Centre & Pavilion	Hourly (<i>min. 4 hrs</i>)	Y		18.50	20.00	8%		01-4-4510-00903

PARKS & RECREATION			Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
SPORTSFIELDS - BASEBALL & SOFTBALL DIAMONDS, SOCCER, FOOTBALL, & RUGBY FIELDS								
Class "A" Diamonds - Blackwell South, Errol Russell								
Class "B" Diamonds - Blackwell North, Clearwater 1 - 4, Germain 1 - 5, Tecumseh, Coronation; bases provided								
Class "A" Fields - Norm Perry Artificial Turf; Germain 4; Includes nets, and dressing rooms								
Class "B" Fields - Norm Perry Back, Germain 1 - 3, Blackwell, Agincourt, Lansdowne, Mike Weir Cricket Pitch; Includes cutting/lining & nets								
Baseball/Softball Per Diamond Rates								01-4-4511-00625
Class "A" Lighted Diamonds	Hourly	Y		47.00	49.00	4%		
Class "A" Non-Lighted	Hourly	Y		33.00	34.00	3%		
Class "B" Lighted Diamonds	Hourly	Y		43.00	45.00	5%		
Class "B" Non-Lighted Diamonds	Hourly	Y		29.00	30.00	3%		
Sports Fields - Soccer/Rugby/Football								
Class "A" Pitch Non-Lighted	Hourly	Y		79.00	82.00	4%		
Class "A" Pitch Lighted	Hourly	Y		100.00	104.00	4%		
Class "B" Pitches	Hourly	Y		31.00	32.00	3%		
Multi Use/Tennis Court & Pickleball Rental								
Germain, Kenwick, Cathcart, Linden, Baxter and Blackwell (Pickleball) Courts	Hourly, per court	Y		11.00	11.50	5%		01-4-4511-00627
LKDSB Student Use of Mike Weir Park Cricket Pitch					free	NEW		
Council Approved Youth Groups - Subsidized Rate				Reduction in listed fee	-25%	-25%	0%	
SMAA BASEBALL, SMAA GIRLS FASTBALL, SARNIA MINOR BRAVES								
SARNIA GIRLS SOCCER, SARNIA FC, SMAA FOOTBALL								

PARKS & RECREATION		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
ARENAS - ICE RENTALS							
<u>OFF - SEASON ICE</u>		<u>April 1 to August 31</u>					
Non-Prime Time		Mon-Fri: 6:00 a.m. - 5:00 p.m.					
Prime Time		Mon-Fri: 5:00 p.m. - 10 p.m.; Sat-Sun: 6:00 a.m. - 10:00 p.m.					
Night Time		Daily: after 10:00 p.m.					
<u>REGULAR SEASON ICE</u>		<u>September 1 to March 31</u>					
Non-Prime Time		Mon-Fri: 6:00 a.m. - 5:00 p.m.					
Prime Time		Mon-Fri: 5:00 p.m. - 10 p.m.; Sat-Sun: 7:00 a.m. - 10:00 p.m.					
Night Time		Daily: after 10:00 p.m.					
Regular Season - Non-Prime Time	Hourly	Y		84.60	88.00	4%	01-4-4705-00626
Regular Season - Prime Time	Hourly	Y		252.90	263.00	4%	01-4-4708-00626
Off Season - Non-Prime Time	Hourly	Y		151.74	157.80	4%	01-4-4710-00626
Off Season - Prime Time	Hourly	Y		252.90	263.00	4%	
Night Time	Hourly	Y		176.81	183.80	4%	
Summer Floor Rental (Sports)	Hourly	Y		94.00	97.75	4%	
Last Minute Ice (Within 24 Hours)	Reduction in listed fee			-25%	-25%	0%	
Council Approved Youth Groups - Subsidized Rate	Reduction in listed fee			-25%	-25%	0%	01-4-4705-00627
SARNIA HOCKEY ASSOCIATION, SMAA LACROSSE, SKATE SARNIA, LAMBTON AAA							01-4-4708-00627
SARNIA GIRLS HOCKEY, SARNIA SLEDGE HOCKEY							01-4-4710-00627
Public and Family Skate							01-4-4705-00628
Children				free	free		01-4-4708-00628
Adults				free	free		
OUTDOOR POOLS							
Aquatic Lessons							01-4-4716-00640
Semi-Private Lesson		N		69.00	72.00	4%	
50 minute Lesson		N		64.00	66.50	4%	
30 minute Lesson		N		48.00	50.00	4%	
Public Swim							01-4-4716-00630
Pool - Children	Per Session	N		2.00	2.25	13%	
Pool - Adults	Per Session	I		2.00	2.25	13%	
Pool Bookings							01-4-4716-00635
Pool - Rental	Hourly, weekends only	Y		102.00	106.00	4%	

PARKS & RECREATION			Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
RECREATIONAL PROGRAMMING - MEMBERSHIP & ACTIVITIES								
Strangway Membership Fees								
Program Membership	Annual, <i>proratable</i>	I		55.50	60.00	8%		01-4-4950-00655
Woodworking Shop Membership	Annual, <i>proratable</i>	I		175.00	182.00	4%		01-4-4950-47805
Strangway Activity Fees								
Non-member	Per activity	I		5.75	6.00	4%		01-4-4950-47806
Member	Per activity	I		2.75	3.00	9%		
Woodworking Shop - Non-member full day	Per day	I		12.25	12.75	4%		01-4-4950-47805
Woodworking Shop - Non-member ½ day	Per session, <i>AM or PM</i>	I		7.25	7.50	3%		
Children & Adult Programming Fees								
Summer Camps and Programs	Refer to link below			variable	variable			01-4-4601-00654
Adult Programming	Refer to link below			variable	variable			01-4-4950-47806
Parks Summer Programs	Refer to link below			variable	variable			01-4-4601-00642
								https://www.sarnia.co/play/recreation-programming/
GENERAL PARKS & RECREATION COST RECOVERY								
Festival and Event Cancellation and Damage Fees								
Outdoor Festival and Event Cancellation	Per event	Y		variable	variable	NEW		01-4-4510-00930
Arena Festival and Event Cancellation	Per event	Y		variable	variable	NEW		01-4-4705-00629
Event Damage	Per event	Y		variable	variable			01-4-4708-00629
Facility Rentals Fees								
Cancellation	Per occurrence	Y		variable	variable	NEW		01-4-4710-00629
Maintenance/Clean-Up	Per occurrence	Y		variable	variable	NEW		01-4-4510-00903
Commemorative Benches & Trees								
Signature Commemorative Bench	Per application	N		2,060.00	2,140.00	4%		01-4-5701-90005
Standard Commemorative Bench	Per application	N		1,555.00	1,620.00	4%		
Commemorative Tree	Per application	N		305.00	320.00	5%		01-4-5701-90059
Administration Fee - Refunds	Per refund issued	Y		12.00	12.00	0%		01-4-4500-00930

PLANNING	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
ZONING, OFFICIAL PLAN AND SITE PLAN APPLICATIONS						
Zoning By-Law Amendment	Regular	N	4,825.00	5,018.00	4%	01-4-5005-00700
	Extension of Temporary Use	N		1,200.00	NEW	
	Recirculation	N	785.00	816.40	4%	
Official Plan-Amendment		N	5,245.00	5,454.80	4%	
Official Plan/Zoning Amendment (<i>combined</i>)	<i>Amendments processed simultaneously</i>	N	5,450.00	5,668.00	4%	
Pre-Application Consultation Fee		N	292.00	303.60	4%	
Site Plan Agreement (<i>New and Major Amendments</i>)	Less than \$50,000	N	1,285.00	1,336.40	4%	
	\$50,000 - \$500,000	N	2,570.00	2,672.80	4%	
	Over \$500,000	N	3,830.00	3,983.20	4%	
Site Plan Amendments (<i>Minor</i>)	Less than \$50,000	N	650.00	676.00	4%	
	\$50,000 - \$500,000	N	1,285.00	1,336.40	4%	
	Over \$500,000	N	1,915.00	1,991.60	4%	
Reactivation of an Inactive File Fee		N	525.00	546.00	4%	
Third Party Reviews	<i>Cost recovery</i>	N	variable	variable		
Zoning Review for Building Permit		N	101.75	105.80	4%	
Review of MDS calculations for Building Permit		N	101.75	105.80	4%	
Lot Release Certificate		N	44.00	45.75	4%	
Part Lot Control Exemption Application		N	497.00	516.90	4%	
Removal of Holding (H) Provision		N	325.00	338.00	4%	
Deeming By-law Application		N	266.00	276.60	4%	
Variance from Swimming Pool By-Law		N	275.00	286.00	4%	
Fence By-Law Amendment		N	266.00	276.60	4%	
Home Occupation Permits		N	87.50	91.00	4%	
Site Plan Compliance Letter		N	115.00	119.60	4%	

PLANNING	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
COMPLIANCE CERTIFICATES						
Residential (3 units or less)	Returned within 6-10 Business Days	N	115.00	119.60	4%	01-4-5005-00701
	Returned within 2-5 Business Days	N	170.00	176.80	4%	
	Returned within 1 Business Day (when available)	N	279.00	290.20	4%	
Non-Residential and Residential (4 units or more) (Includes, commercial, industrial, institutional, etc.)	Returned within 6-10 Business Days	N	165.00	171.60	4%	
	Returned within 2-5 Business Days	N	276.00	287.00	4%	
	Returned within 1 Business Day (when available)	N	555.00	577.20	4%	
SUBDIVISION/CONDOMINIUM REVIEW						
Application for Subdivision (10 or more units)	N	8,095.00	8,418.80	4%	01-4-5005-00704	
Application for Subdivision (5-9 units)	N	6,920.00	7,196.80	4%		
Application for Condominium - Conversion	N	2,925.00	3,042.00	4%		
Application for Condominium	N	8,095.00	8,418.80	4%		
Application for Condominium - Exemption	N	1,275.00	1,326.00	4%		
Amendment to Draft Plan of Subdivision or Condominium	N	2,873.00	2,987.95	4%		
Extension of Draft Plan Approval	N	365.00	379.60	4%		
MISCELLANEOUS ITEMS						
Planning Requests, Research Fee & Zoning and Permitted Use Letter (Appraisal info, easements, environmental audits, environmental assessments, etc.)	N	112.50	117.00	4%	01-4-5005-00720	
Telecommunication Tower Consultation - Non-Exempt	N	2,800.00	2,912.00	4%		
Telecommunication Tower Consultation - Exempt	N	510.00	530.40	4%		
Municipal Address Change Owner request	N		400.00	NEW		
Application for Heritage Property Tax Rebate	N	109.00	113.30	4%		
Application for Heritage Status Repeal	N	1,070.00	1,112.80	4%		

PLANNING		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
COMMITTEE OF ADJUSTMENT VARIANCE APPLICATIONS							
Variance from Zoning By-Law			N	565.00	587.60	4%	01-4-5010-00702
Variance from Sign By-Law			N	267.00	277.70	4%	
COMMITTEE OF ADJUSTMENT CONSENT APPLICATIONS							
Lot Consent		Per created lot	N	1,410.00	1,466.40	4%	01-4-5010-00703
Easement and R.O.W. Consent			N	580.00	603.20	4%	
Tabling Re-Notification Fee			N	149.00	155.00	4%	
Validation of Title			N	580.00	603.20	4%	
Change of Conditions Request			N	580.00	603.20	4%	
Completion of Final Consent		5 business days or less	N	168.00	174.00	4%	
		1 business day (when available)	N	272.00	282.90	4%	

BUILDING	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
BUILDING PERMITS						
Application Fee	Basic fee	N	99.00	100.00	1%	01-4-5020-00710
Single Family	Per sq m	N	10.50	10.75	2%	
Semi-detached & Duplex	Per sq m	N	10.50	10.75	2%	
Row/Cluster Housing	Per sq m	N	10.50	10.75	2%	
Apartments	Per sq m	N	17.00	17.50	3%	
Institutional (<i>School, Churches, Hospitals</i>)	Per sq m	N	19.00	19.50	3%	
Commercial Full (<i>retail, business and personal services</i>)	Per sq m	N	17.00	17.50	3%	
Commercial Partial (<i>shell permits</i>)	Per sq m	N	10.00	10.25	2%	
Commercial Partial (<i>leasehold improvements</i>)	Per sq m	N	10.00	10.25	2%	
Industrial (<i>warehouse, manufacturing, storage</i>)	Per sq m	N	10.00	10.25	2%	
Agricultural buildings on agricultural land	Per sq m	N	3.75	3.80	1%	
All other types of buildings or additions to residences	Per sq m	N	10.00	10.50	5%	
Accessory residential structures up to 700 sq ft. (<i>65 sq m</i>)	Flat fee	N	245.00	250.00	2%	
Structures/buildings - gross area cannot be calculated (<i>ie., towers, retaining walls</i>)	Per \$1,000 construction cost	N	9.00	9.25	3%	
Pool Permit	Flat fee	N	155.00	160.00	3%	
Tents >225 sq m cost varies on intended use (<i>Ag, Ind, Com</i>) *	Per sq m	N	variable	variable		
Tents >60 sq m <225 sq m *	Flat fee	N	79.00	80.00	1%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	
Signs requiring Engineer design under Division C of the OBC	Flat fee	N	215.00	215.00	0%	
Signs requiring permits under the Sign By-law (<i>including freestanding sign, directional or temporary sign, marquees, awnings, or signs overhanging public property</i>)	Flat fee	N	178.00	185.00	4%	
Construction Water: % of Building Permit Fee	(<i>Public Works Schedule</i>)	N				
DEMOLITION PERMITS						
For buildings under 600 sq m	Flat fee	N	215.00	220.00	2%	01-4-5020-00710
For buildings over 600 sq m	Flat fee	N	650.00	650.00	0%	
For residential garage	Flat fee	N	78.00	80.00	3%	

BUILDING	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
ADMINISTRATIVE FEES						
Inquiry Requiring Research	Per hour	Y	97.50	97.50	0%	01-4-5020-00930
Liquor Licensing Board of Ontario	Flat fee	Y	300.00	300.00	0%	
Photocopies (5 or more)	Per page	Y	0.50	0.50	0%	
Building Plan Prints 24" x 36"	Per copy	Y	10.50	10.50	0%	
Building Plan Prints 30" x 42"	Per copy	Y	10.50	10.50	0%	
Building Plan Prints 36" x 48"	Per copy	Y	10.50	10.50	0%	
Building Plan Scans	Per scan	Y	5.30	5.30	0%	
Place Scans on CD/ USB drive	Per CD/USB	Y	10.50	10.50	0%	
Commencing Work Prior to Permit	% of equivalent permit fee	N	100%	100%	0%	
Builders Bond	Deposit required, amount returned less costs incurred	N	2,000.00	2,000.00	0%	
Inspection Fee	Flat fee	Y	110.00	110.00	0%	
Conditional Permit Agreement	Flat fee	N	5,000.00	5,000.00	0%	
Limiting Distance Agreement	Flat fee	N	250.00	250.00	0%	
MISCELLANEOUS ITEMS						
Pre Application Consultation Fee		Y	287.00	287.00	0%	01-4-5005-00720

HARBOUR	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
BERTHAGE RATES - PER METRE PER DAY						
Sidney Smith Wharf	Dockside	Y	1.55	1.62	5%	01-4-2065-00911
	2nd or 3rd vessel out	Y	1.05	1.10	5%	
Government Dock	Dockside	Y	1.80	1.89	5%	01-4-2066-00912
	2nd or 3rd vessel out	Y	1.05	1.10	5%	
East Dock	Dockside <i>(small vessels)</i>	Y	1.30	1.36	5%	
North Slip	Dockside	Y	1.55	1.62	5%	
	2nd or 3rd vessel out	Y	1.05	1.10	5%	
STORAGE FEE						
Dock areas and lay-down areas	Per m ² per day	Y	1.05	1.10	5%	01-4-2066-00930
HARBOUR USAGE FEE						
Vessel with working cargo, more than 24 hours	Per entry	Y	1,325.00	1,391.00	5%	01-4-2066-00914
Vessel, less than 24 hours	Per entry	Y	375.00	393.00	5%	01-4-2065-00914
<i>Special rates may apply to small vessels</i>	<i>Contact Harbour Master</i>	Y				
CONTRACTOR LICENSE FEE						
General Contractors <i>(ie. Algoma Central Corporation, Canada Steamship Lines, Lower Lakes Towing Ltd.)</i>	Yearly	Y	7,000.00	7,350.00	5%	01-4-2066-00901
Licenced Contractors, Includes Subcontractors	Monthly	Y	1,000.00	1,050.00	5%	
	Weekly	Y	500.00	525.00	5%	
Other Individual Contractors	Yearly	Y	1,000.00	1,050.00	5%	
	Weekly	Y	250.00	262.00	5%	
OTHER FEES						
Electricity supplied to vessels and contractors	Cost recovery + mark-up	Y	25%	25%	0%	01-4-2066-00936
Wharfage rate to be determined based on commodity		Y				01-4-2066-00915

BY-LAW ENFORCEMENT		Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
DOG LICENCES							
Female or Male, Unaltered	Within 365 days	N	82.50	82.50	0%	01-4-5035-00320	
	After 365 Days	N	111.00	111.00	0%		
Female or Male, Altered	Within 365 days	N	36.25	36.25	0%		
	After 365 Days	N	62.50	62.50	0%		
Waiver of Muzzle Order		N	410.00	410.00	0%		
Dangerous Dog	Within 365 days	N	380.00	380.00	0%		
	After 365 Days	N	425.00	425.00	0%		
	Appeal	N	410.00	410.00	0%		
Waiver of Two-Dog Limit	One time fee	N	425.00	425.00	0%		
	Appeal	N	410.00	415.00	0%		
Dog Kennel and Cattery	New	N	460.00	460.00	0%		
	Renewal	N	150.00	150.00	0%		
ANIMAL CONTROL							
Trap Deposit (refundable)	Deposit	N	30.00	30.00	0%	deposit account	
POUND FEES (Sarnia District Humane Society)							
Pound Fee	Flat fee	N	35.00	35.00	0%		
Over Night Kennel Charge	Daily	N	25.00	25.00	0%		
PROPERTY STANDARDS - SIGNAGE							
Site review for multiple portable sign locations - 1 property	Flat fee	N	365.00	365.00	0%	01-4-5035-00711	
PROPERTY STANDARDS - SUBSEQUENT INSPECTION							
Inspection subsequent to Initial Inspection	Per visit	N	110.00	115.00	5%	01-4-5035-00715	
ADMINISTRATION & OTHER PARKING FEES							
Removal of property (signs)	Flat fee	Y	35.00	35.00	0%	01-4-5035-00900	
Parking enforcement (private property)	One time	Y	125.00	130.00	4%		

BY-LAW ENFORCEMENT	Detail	HST	Approved Fees 2022	Approved Fees 2023	% Increase	Acct #
DAILY PARKING FEES - MUNICIPAL LOTS						
Residential Overnight Parking Pass in Parking Lots	Monthly, per space	Y	62.50	62.50	0%	01-4-5035-00858
Pay-and-Display	Hourly	Y	1.00	1.00	0%	
Overnight Parking Pass - Winter (<i>weather permitting</i>)	Daily, per space	Y	10.25	10.25	0%	
DAILY PARKING FEES - ON STREET						
Overnight Parking Exemption <i>(extenuating circumstances: flood, driveway pour, fire)</i>	Weekly	Y	10.25	10.25	0%	01-4-5035-00858
Overnight Parking Pass - Winter (<i>weather permitting</i>)	Daily, per space	Y	10.25	10.25	0%	
On-street Daytime Parking - (<i>8am-6pm</i>) - 2 hour limit zone	Daily, per space	Y	10.25	10.25	0%	
PARKING FEES - MUNICIPAL LOTS						
Victoria Street						01-4-5035-00858
Monthly Pass		Y	22.00	22.00	0%	
Six Month Pass		Y	110.00	110.00	0%	
Twelve Month Pass		Y	215.00	215.00	0%	
Julia Street, Vendome, Charlotte Street, Parkway, Lochiel Street, Front Street, CNR, Mitton Street						
Monthly Pass		Y	50.00	50.00	0%	
Six Month Pass		Y	257.50	257.50	0%	
Twelve Month Pass		Y	500.00	500.00	0%	
OTHER PARKING LOT RENTALS AND SERVICES - MUNICIPAL LOTS						
Application for Parking Lot Rental *	Per application	Y	254.00	254.00	0%	01-4-5035-00858
Parking Lot Rental - Events *	Daily	Y	520.00	520.00	0%	
Parking Lot Rental - Damage Deposit (<i>refundable</i>) *	Per event	N	2,000.00	2,000.00	0%	
* Council Approved - Non-Profit/Charitable Groups - Subsidized Rate	Reduction in listed fee		-50%	-50%	0%	01-4-5035-00858
Commercial Merchant Loading Zone Pass	One time fee	Y	5.00	5.00	0%	

The Corporation of the City of Sarnia

255 Christina Street North

PO Box 3018

Sarnia, ON N7T 7N2

519-332-0330

budget@sarnia.ca

www.sarnia.ca



SARNIA
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