

Summary of Recommended Fee Changes – A. Clerks

Service or Activity	Existing Fee	Proposed Fee	Rationale, Research and Additional Information
Marriage in Minutes (Basic Civil Marriage)	250.00	265.49	Small increase, with HST added, will be \$300.00. Round numbers are easier to work with for both staff and taxpayers and this program is very popular.
Civil Marriage during Business Hours	350.00	353.98	Small increase, with HST added, will be round number of \$400.00.
Civil Marriage outside Business Hours	375.00	376.11	Small increase, with HST added, will be round number of \$425.00.
Civil Marriage – witness fee	25.00	26.55	Small increase, with HST added, will be round number of \$30.00.
Civil Marriage – rehearsal fee	75.00	75.22	Small increase, with HST added, will be round number of \$85.00.
Bingo Licence	65.00	75.00	Fee has not been increased in over 15 years and the proposed fee better reflects the staff time involved in working with a licensee. Additionally, there are fewer licensees resulting in larger prize boards.
Commissioning	40.00	39.82	Small decrease, with HST added, will be round number of \$45.00.

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Death Registration	40.00	41.00	Small increase (less than COLA) to keep on par with neighbours (Meaford is \$45 and Chatsworth is \$50). Service has improved with addition of electronic filing and issuing of registrations. Intend to continue incremental increases annually.
General Business Licence	150.00	250.00	These fees need to be increased to better reflect the staff time required to complete the service.
General Business Licence – additional location	100.00	200.00	
Home Based Business	150.00	250.00	
Bed and Breakfast	150.00	250.00	
Mobile Food Truck	150.00	250.00	
Business Relocation	100.00	200.00	

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Letter of Non-Objection	100.00	125.00	Cost of application currently does not cover staff time to review application, mail to a buffer zone for comments and report to Council. Businesses recoup the cost through the sale of alcohol.
Lot Release Fee	75.00	150.00	These fees need to be increased to better reflect the staff time required to complete the service.
Security Reduction	75.00	150.00	
Agreement Release	100.00	250.00	
Certificate of Final Completion	375.00	500.00	
Assignment of Lease	100.00	125.00	Cost of application currently does not cover staff time to review lease, receive legal advice and report to Council.
Noise By-law Exemption Request	100.00	125.00	Cost of application currently does not cover staff time to review application, mail to a buffer zone for comments and report to Council.

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Tag Day Event	No Fee	25.00	Staff time is spent reviewing applications, booking dates, following up for financial information after event.