

**Corporation of the Township of Uxbridge
2023 Fees and Charges**

Administration/Clerk's

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
Lottery License Fees	Raffle	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Break Open	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Bingo	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Bazaar	N	Direct		Maximum Fee as per Provincial Legislation	\$3.00 per wheel per day
Certification of Documents – non municipal		Y	Direct		\$5 change to align with local municipality's	\$25.00 Max 5 docs. \$5.00/5 docs after Change
Commissioning of Affidavits/ Declarations – non municipal		Y	Direct		\$5 change to align with local municipality's	\$25.00 Max 5 docs. \$5.00/5 docs after Change

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
Documents requiring preparation by staff – non mun		Y	Direct		Affidavits/Declarations. \$5.00 increase	\$30.00 Change
Record Search	Not applied for under FOI	Y	Direct			\$40.00/hr
Prep and Reg of Agreements	Agreements entered into with residents of the Township	Y	Direct			\$500.00
Township Zoning By-law 81-19 Hard Copy	Picked up	Y	Both			\$75.00
	Mailed	Y	Both		\$75.00 plus \$10.00 Admin. Fee plus Postage	\$85.00, plus postage
Township Zoning By-law 81-19 USB	Picked up	Y	Both		40.00 plus \$10.00 Admin. Fees Plus Postage	\$50.00 Change
	Mailed	Y	Both		40.00 plus \$10.00 Admin. Fees Plus Postage	\$50.00, plus postage Change
Zoning Maps	Small	Y	Direct			\$5.00

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	Large	Y	Direct			\$10.00
Township Official Plan	Hard copy Picked up	Y	Both			\$75.00
	Mailed	Y	Both		\$75.00 plus \$10.00 Admin. Fee plus Postage	\$85.00 plus postage
Township Official Plan USB	Picked up	Y	Both		\$40.00 plus \$10.00 Admin. (previously \$25.00)	\$50.00 change
	Mailed	Y	Both		\$40.00 plus \$10.00 Admin. Fee plus Postage (previously \$25.00)	\$50.00 plus postage change
	OP Coloured Maps	Y	Both			\$10.00
Part-Lot Control		N	Both			\$500.00
Compliance Letter		N	Both			\$40.00
General Administration Fee		Y	Both			\$50.00/hr
Auto Wreckers		N	Direct			\$150.00

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
New Taxi/Limousine Owner		N	Direct			\$1,000.00
New Taxi Driver		N	Direct			\$100.00
Taxi Owner Renewal		N	Direct			\$125.00
Taxi Driver Renewal		N	Direct			\$30.00
Go Kart Kartways		N	Direct			\$150.00
Photocopies		Y	Direct		Black and White 8 ½ x11 & 8 ½ x14 11x17 Colour Copies 8 ½ x11 & 8 ½ x14 11x17	\$.50 per copy \$1.00 per copy \$.75 per copy, \$2.00 Taxes included
Photocopies	Large size Maps and Plans – sent out for copying or production	Y	Direct		Copying /Production costs plus \$15.00	Copying /Production costs plus \$15.00 Admin

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
					Admin Fee	Fee Taxes included
Cash-in-lieu-of parking spaces		N	Direct		Plus \$500.00 for Prep and Reg of Agreement	\$2500.00/ Space plus \$500.00 for Prep and Reg of Agreement
Designating or Removal of One foot reserves on Public Highways		N	Direct			\$350.00
Marriage License		N	Direct		Changed from \$135 to align with other muni's	\$140.00 Change
Marriage Ceremony		Y	Direct		Changed from \$300 to align with local mun's	\$325.00 Change
Marriage Ceremony Rescheduling Fee	Admin cost for having to reschedule ceremonies	N	Direct			\$25.00
Witness for Marriage Ceremony		Y	Direct		Changed from 25.00 to align with	\$35.00 per Witness Change

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					local municipality's	
Birth Registration Fee		N	Direct			\$15.00 No Change
Travel Letter		N	Direct			\$25.00
Burial Permits	Inside and outside the Township boundaries	N	Direct		Changed from \$20.00 to align with local mun's	\$25.00 Change
Issuance of Burial Permits outside normal business hours (burial permit is in addition to after hours fee).		N	Direct		Changed from \$50.00 to align with local mun's	\$55.00 (Plus \$25.00 for Burial Permit Fee). Change
Agenda Subscription	Agenda, Minutes, Staff Reports and Correspondence	Y	Direct			\$15.00/publication
Council By-laws, reports and Studies		Y	Direct			Cost determined based on photocopy charges, not to exceed full cost recovery

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
Liquor Licence Board of Ontario applications for Council clearance		N	Direct		Change from \$35.00	\$50.00 Change
Freedom of Information	FOI Application	N	Direct		Provincial Legislation dictates Fee.	\$5.00
	FOI Search Time	N	Both		Provincial Legislation dictates Fee.	\$7.50/15 Minutes search time plus photo-copying (.20 per page)
Meeting Room/Council Chamber Rental	Use of meeting rooms/Council Chambers by outside groups/committees.	N				\$15.00/hour if during normal business hours and/or \$75.00/day for opening and closing – holidays and weekends
	Not for Profit Groups	N				Exempt from hourly rate - \$75.00/day for opening and closing – holidays and

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
						weekends
2 Unit Houses	Registration of 2 Unit Houses – Part I – Application Processing	Y	Direct			\$125.00
	Part II – Initial and Final Inspection and Registration	Y	Direct			\$125.00
	Part II – Each Additional Inspection required over and above the Initial and Final Inspection	Y	Direct			\$50.00
OPA-FIT Municipal Support Resolution	Municipal Support under FIT Program	N	Both			\$100.00
Places of Amusement	Licensing By-law 2012-114	N	Direct			\$300.00
Refreshment Vehicles	Licensing By-law 2012-114	N	Direct			\$300.00 for 1 st vehicle and \$100.00 for each additional
Refreshment Vehicle Operator	Licensing By-law 2012-114	N	Direct			\$25.00
Transient Trader	Licensing By-law 2012-114	N	Direct			\$200.00/ one location \$100.00/day from place to place

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2023 Rates
Second Hand Shop	Licensing By-law 2012-114	N	Direct			\$200.00
Pawnbroker	Licensing By-law 2012-114	N	Direct			\$200.00
Methadone Maintenance Treatment Establishment	Licensing By-law 2012-114	N	Direct			\$1000.00
License Hearing Fee	Licensing By-law 2012-114	N	Direct			\$50.00
License Late Application Fee	Licensing By-law 2012-114	N	Direct			\$25.00
License Replacement Fee	Licensing By-law 2012-114	N	Direct			\$25.00
Line Fence Act Fee	Licensing By-law 2012-114	N	Direct			\$250.00

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Lottery License Fees	Raffle	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Break Open	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Bingo	N	Direct		Maximum Fee as per Provincial Legislation	3% of cash value of all prizes
	Bazaar	N	Direct		Maximum Fee as per Provincial Legislation	\$3.00 per wheel per day
Certification of Documents – non municipal		Y	Direct			\$25.00 Max 5 docs. \$5.00/5 docs after
Commissioning of Affidavits/		Y	Direct			\$25.00 Max 5 docs. \$5.00/5

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Declarations – non municipal						docs after
Documents requiring preparation by staff – non mun		Y	Direct		Affidavits/Declarations	\$30.00
Record Search	Not applied for under FOI	Y	Direct			\$40.00/hr
Prep and Reg of Agreements	Agreements entered into with residents of the Township	Y	Direct			\$500.00
Township Zoning By-law 81-19 Hard Copy	Picked up	Y	Both			\$75.00
	Mailed	Y	Both		\$75.00 plus \$10.00 Admin. Fee plus Postage	\$85.00, plus postage
Township Zoning By-law 81-19 USB	Picked up	Y	Both		40.00 plus \$10.00 Admin. Fees Plus Postage	\$50.00
	Mailed	Y	Both		40.00 plus \$10.00 Admin. Fees Plus	\$50.00, plus postage

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
					Postage	
Zoning Maps	Small	Y	Direct			\$5.00
	Large	Y	Direct			\$10.00
Township Official Plan	Hard copy Picked up	Y	Both			\$75.00
	Mailed	Y	Both		\$75.00 plus \$10.00 Admin. Fee plus Postage	\$85.00 plus postage
Township Official Plan USB	Picked up	Y	Both		\$40.00 plus \$10.00 Admin. (previously \$25.00)	\$50.00
	Mailed	Y	Both		\$40.00 plus \$10.00 Admin. (previously \$25.00)	\$50.00 plus postage
	OP Coloured Maps	Y	Both			\$10.00
Part-Lot Control		N	Both			\$500.00
Compliance Letter		N	Both			\$40.00
General Administration Fee		Y	Both			\$50.00/hr

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
Auto Wreckers		N	Direct			\$150.00
New Taxi/Limousine Owner		N	Direct			\$1,000.00
New Taxi Driver		N	Direct			\$100.00
Taxi Owner Renewal		N	Direct			\$125.00
Taxi Driver Renewal		N	Direct			\$30.00
Go Kart Kartways		N	Direct			\$150.00
Photocopies		Y	Direct		Black and White 8 ½ x11 & 8 ½ x14 11x17 Colour Copies 8 ½ x11 & 8 ½ x14 11x17	\$.50 per copy \$1.00 per copy copy \$.75 per copy, \$2.00 Taxes included
Photocopies	Large size Maps and Plans	Y	Direct		Copying	Copying

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
	– sent out for copying or production				/Production costs plus \$15.00 Admin Fee	/Production costs plus \$15.00 Admin Fee Taxes included
Cash-in-lieu-of parking spaces		N	Direct		Plus \$500.00 for Prep and Reg of Agreement	\$2500.00/ Space plus \$500.00 for Prep and Reg of Agreement
Designating or Removal of One foot reserves on Public Highways		N	Direct			\$350.00
Marriage License		N	Direct			\$140.00
Marriage Ceremony		Y	Direct			\$325.00
Marriage Ceremony Rescheduling Fee		N	Direct			\$25.00
Witness for Marriage Ceremony		Y	Direct			\$35.00 per Witness

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
Birth Registration Fee		N	Direct			\$15.00
Travel Letter		N	Direct		Changed in 2021	\$25.00
Burial Permits	Inside and outside the Township boundaries	N	Direct			\$25.00
Issuance of Burial Permits outside normal business hours (burial permit is in addition to after hours fee).		N	Direct			\$55.00 (Plus \$20.00 for Burial Permit Fee).
Agenda Subscription	Agenda, Minutes, Staff Reports and Correspondence	Y	Direct			\$15.00/publication
Council By-laws, reports and Studies		Y	Direct			Cost determined based on photocopy charges, not to exceed full cost recovery
Liquor Licence Board of Ontario applications for Council		N	Direct			\$50.00

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
clearance						
Freedom of Information	FOI Application	N	Direct		Provincial Legislation dictates Fee.	\$5.00
	FOI Search Time	N	Both		Provincial Legislation dictates Fee.	\$7.50/15 Minutes search time plus photo-copying (.20 per page)
Meeting Room/Council Chamber Rental	Use of meeting rooms/Council Chambers by outside groups/committees.	N				\$15.00/hour if during normal business hours and/or \$75.00/day for opening and closing – holidays and weekends
	Not for Profit Groups	N				Exempt from hourly rate - \$75.00/day for opening and closing – holidays and weekends
2 Unit Houses	Registration of 2 Unit Houses – Part I –	Y	Direct			\$125.00

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
	Application Processing					
	Part II – Initial and Final Inspection and Registration	Y	Direct			\$125.00
	Part II – Each Additional Inspection required over and above the Initial and Final Inspection	Y	Direct			\$50.00
OPA-FIT Municipal Support Resolution	Municipal Support under FIT Program	N	Both			\$100.00
Places of Amusement	Licensing By-law 2012-114	N	Direct			\$300.00
Refreshment Vehicles	Licensing By-law 2012-114	N	Direct			\$300.00 for 1 st vehicle and \$100.00 for each additional
Refreshment Vehicle Operator	Licensing By-law 2012-114	N	Direct			\$25.00
Transient Trader	Licensing By-law 2012-114	N	Direct			\$200.00/ one location \$100.00/day from place to place
Second Hand	Licensing By-law 2012-114	N	Direct			\$200.00

Item	Description	Applicable Taxes	Invoice or direct charge	Min. Charge	Comments / Notes	Proposed 2024 Rates
Shop						
Pawnbroker	Licensing By-law 2012-114	N	Direct			\$200.00
Methadone Maintenance Treatment Establishment	Licensing By-law 2012-114	N	Direct			\$1000.00
License Hearing Fee	Licensing By-law 2012-114	N	Direct			\$50.00
License Late Application Fee	Licensing By-law 2012-114	N	Direct			\$25.00
License Replacement Fee	Licensing By-law 2012-114	N	Direct			\$25.00
Line Fence Act Fee	Licensing By-law 2012-114	N	Direct			\$250.00

