

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

**BY-LAW NO. 2026-10**

**“2026 Fees and Charges”**

**(March 10, 2026)**

A By-law to establish Fees and Charges effective January 1, 2026 unless otherwise noted.

**WHEREAS** by-laws imposing fees and charges are authorized under Part XII of the *Municipal Act, 2001*, Section 69 of the *Planning Act*, R.S.O 1990, as amended, and the *Building Code Act, 1992*, as amended;

**THEREFORE** the Council of The Corporation of the Township of Pelee enacts the following:

1. A tariff of fees and charges is hereby established as set out on the attached Schedule “A”.
2. No request by any person for documentary, written or printed information relating to any land, building or structure in the municipality, or any application described in Schedule “A” will be processed, nor will any other municipal business be acknowledged unless and until the person requesting the information or submitting the application has paid the applicable fee(s) in the prescribed amount as set out in Schedule “A” to this By-Law.
3. Notwithstanding the tariff of fees prescribed in paragraph 1 of this By-Law and contained in Schedule “A” hereto, Council may at its discretion, reduce the amount of or waive the requirement for the payment of the fee in respect of the application or service where the Council is satisfied that it would be unreasonable to require payment in accordance with the tariff of fees described in the attached Schedule “A”.
4. The attached Schedule “A” now forms part of this By-Law.
5. Should any part of this By-Law, including any part of Schedule “A” be determined by a Court of competent jurisdiction to be invalid or of no force or effect, it is the stated intention of Council that such invalid part of the By-Law shall be severable and that the remainder of this By-Law including the remainder of Schedule “A” as applicable shall continue to operate and be in force and effect.
6. That By-Law 2025-16 is hereby repealed.

AND THAT this By-law shall come into force and take effect on the 1st day of January 2026.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 10<sup>TH</sup> DAY OF MARCH 2026.**

Original signed by:

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**CATHERINE MILLER, MAYOR**

Original signed by:

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**MARY MASSE, INTERIM CLERK**

**Building Services**

New & Additions	\$1.40/sq. ft.
Renovations & Alterations	\$15.45/\$1,000.00
Detached Accessory Structure	\$1.10/sq. ft.
Revised Plan Review	\$200.00
Minimum Fee	\$225.00

**Industrial, Commercial, Institutional, Assembly Building Permits:**

New & Additions (Building Shell)	\$1.25/sq. ft.
Renovations & Alterations	\$15.45/\$1,000.00
Detached Accessory Structures	\$1.10/sq./ft.
Minimum Fee	\$225.00

**Plumbing Permits:**

New Residential	\$225.00/unit
Plumbing Renovations – Residential	\$15.45/fixture
New Plumbing – Other	\$15.45/fixture
Plumbing Renovations – Other	\$15.45/fixture

**On-Site Sewage Systems:**

New Installation	\$925.00
Repair or Alteration to Existing System	\$565.00
Other Inspections/Minimum Permit Fee	\$225.00
Minimum Permit Fee	\$225.00

**Other Building Items:**

Development Charge-Public School Board-per unit- to April 1, 2029	\$1,230.00
Demolition Permit (per \$1,000 value)	\$15.45/\$1000.00 - Minimum Charge \$225.00
Tent	\$100.00
Liquor Licence Permit Review	\$225.00
Repeat Inspections	\$150.00
Deposit – New Building	\$1,000.00
Deposit – Other	\$500.00

**Planning Services**

**Consent to Sever:**

Lot Creation per Lot	\$1,000.00
per additional adjacent lot	\$250.00
Lot Addition per Lot	\$1,000.00
per additional adjacent per lot	\$250.00
Easement per Lot	\$1,000.00
Lease 21 Years +	\$1,000.00
Validation of Title	\$500.00
Certificate Cancellation per lot	\$500.00
Retained Lot Certificate	\$500.00
Issuance of Certificate	\$100.00
Parkland Dedication per Lot	\$500.00
Change of Conditions	\$250.00
Drainage Apportionment plus costs	\$100.00
Proof of Drainage Review and Clearance plus costs	\$100.00
Installation of New 911 Sign	\$100.00

**Minor Variance:**

Combined Consent and Minor Variance	\$500.00
	\$1,250.00

<b>Zoning By-law Amendment:</b>	\$1,500.00 plus additional costs
Zoning By-law Amendment Temporary	\$1,500.00 plus additional costs
Zoning By-law Amendment Temporary Extension	\$250.00
Combined Consent & Zoning By-law Amendment	\$2,500.00 plus additional costs
Holding (H) Symbol Removal	\$1,000.00

<b>Official Plan Amendment:</b>	\$1,500.00 plus additional costs
Combined Official Plan Amendment and Zoning By-law	\$2,500.00 plus additional costs

**Other Planning Functions:**

Site Plan Application	\$500.00 plus additional fees
Deeming By-law	\$500.00
Telecommunication Tower Letter of Concurrence	\$500.00
Third Party Review Study	Costs plus 2% administrative fee
Zoning Certification Letter (TSSA, OMVIC, etc..)	\$100.00
Planning Certificate	\$150.00
Planning Certificate <b>Urgent</b> - within 3 business days	\$250.00
Essex Region Conservation Authority Planning Review Fee	ERCA Fees
Deferral/Recirculation applicant request	\$200.00
Certified copy of Official Plan	\$50.00
Certified copy of Zoning By-law	\$50.00

**Administrative Services**

Accounts Receivable Account Setup-Water/Transfer Station/Ongoing	\$30.00
Accounts Receivable (accounts outstanding after 30 days of invoice date)	1.25% per month
Administration Fee-Misdirected Payment by Customer	\$30.00
Credit Card Convenience Fee (excluding Pheasant Hunt as cost is included in licence fee)	2% on transactions in excess of \$2,000
Refund charge	\$25.00
NSF Fee	\$35.00
Photocopies	\$0.50/page
Lamination	\$1.00/page
Outgoing Fax (first page)	\$1.00
Outgoing Fax (Additional pages)	\$0.50/page
Incoming Fax	\$0.50/page
Property File Document Retrieval (picked up at municipal office or emailed)	\$10.00
Property File Document Retrieval (delivered by mail)	\$12.50
Statement of Account (picked up at office or emailed)	\$10.00
Statement of Account (delivered by mail)	\$12.50
Tax Notice Duplicate (picked up at municipal office or emailed)	\$10.00
Tax Notice Duplicate (delivered by mail)	\$12.50
Accounts Receivable Duplicate (picked up at municipal office or emailed)	\$10.00
Accounts Receivable Duplicate (delivered by mail)	\$12.50
Tax Certificate-Sec 352 MA (includes outstanding accounts receivable)	\$100.00 per roll number
Tax Certificate <b>Urgent</b> - Sec 352 MA within 3 business days (includes outstanding accounts receivable)	\$200.00 per roll number
Tax Registration	Cost
Signing of Document as a Commissioner for Taking Affidavits (no charge for property owners)	\$25.00
Lottery Licence (minimum fee \$10.00)	3% of prize value (minimum fee \$10.00)
Damage to Municipal Property	Costs
Fireworks Permit	\$52.00
Special Events Permit	\$100.00
Special Events Permit Deposit (refunded following event)	\$400.00
Wedding Solemnization (non-refundable deposit \$100)	\$400.00
Marriage Licence	\$135.00

## By-law Enforcement Services

By-law Violation Order Administrative Fee	\$250.00
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### By-law Remediation Work - applies to all applicable by-laws:

First Offence within a 12 month period	\$250.00 plus actual cost
Second Offence within a 12 month period	\$500.00 plus actual cost
Every Subsequent Offence within a 12 month period	\$750.00 plus actual cost
By-Law Order Reinspection	\$250.00
Appear before Property Standards Committee	\$250.00

### Dog Licences (Annual):

Annual	\$21.00
Late fee added to cost of licence after June 30	\$25.00
Intact Dog Annual	\$31.00
Late fee added to cost of licence after June 30	\$25.00
Kennel (5 or more dogs)	\$105.00
Late fee added to cost of licence after June 30	\$25.00
Impound Fee-first offence	\$100.00 plus costs
Impound Fee-subsequent offence	\$150.00 plus costs

### Parking:

Parking Pass - Winter November 1 to April 30 each year	\$31.00
Parking Pass - Annual	\$51.50
Parking in front of public or private driveway	\$25.00-\$50.00
Parking within an intersection	\$25.00-\$50.00
Parking on a bridge/causeway/approaches	\$50.00
Parking such to obstruct traffic	Nil
Parking such to prevent removal of other vehicle(s)	\$1,000.00 plus costs
Parking on roadway for 3 days or more	\$25.00-\$50.00
Parking an unlicensed vehicle on a roadway	\$25.00-\$50.00
Parking on municipal property	\$25.00-\$50.00
Stopping on a bridge/causeway	\$25.00-\$50.00
Parking impeding winter maintenance	\$25.00-\$50.00
Towing improperly parked vehicles	\$250.00
Storage of towed vehicles	\$10.00/day

### Golf Car Permits:

Non-Commercial Permit Fee	\$103.00
Commercial Permit Fee	\$155.00

## Waste Services (Transfer Station)

White Goods/Appliances (containing Freon)	\$52.00/unit
Non-Freon White Goods/Appliances	\$26.00/unit
Vehicles	\$250.00
Bag Tags/Solid Waste	\$4.50/bag
Bulk Waste (Construction/Demolition)	\$47.00/cubic yard
Electronics	\$5.00/item
Brush	\$10.00/load

## Water Services

Metered Charge	\$39.77/month
Metered Usage Rate	\$3.41/cubic metre
Non-Metered Charge	\$85.26/month
Water Hookup	\$1,500.00 plus all costs/parts
Bulk Water Account Administration Fee	\$30.00
Bulk Water Delivery Fee	\$72.45 plus per cubic metre rate
Request for water to be delivered before 8:30 a.m. or after 4:30 p.m., on weekends, statutory holidays or within less than 48 hours notice.	\$65.00 per incident
Bulk Water Pickup Monthly Usage Fee - up to 30 cubic metres	\$10.93/month plus per cubic
Bulk Water Pickup Monthly Usage Fee- over 30 cubic metres	\$30.00/month plus per cubic metre rate

Bulk Water Rate	\$4.54/cubic metre
1 Gallon Refill – Bottle Filling Station	\$1.50
2 Gallon Refill – Bottle Filling Station	\$2.50
3 Gallon Refill – Bottle Filling Station	\$3.00
5 Gallon Refill – Bottle Filling Station	\$4.50

### Drainage Services

Tile Loan Inspection Fee	\$150.00
Capital Works Debenture Administration	\$100.00

### Fire Services

Fire Certificate	\$70.00
Fire Occurrence Report	\$70.00
Repeat Fire Inspection Fee	\$105.00
Non-rate Payers	Cost Recovery

### Marketing Services plus HST

Digital Marketing	\$175.00
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### Recreational Services plus HST

#### Scudder Marina:

Seasonal Serviced Dock (25' and Over)	\$57.33/foot
Seasonal Serviced Dock (Under 25')	\$50.30/foot
Seasonal Non-Serviced Dock (25' and Over)	\$52.45/foot
Seasonal Non-Serviced Dock (Under 25')	\$44.89/foot
Transient Serviced Dock	\$2.11/ft/night
Transient Non-Serviced Dock	\$1.85/ft/night
Transient (Jet Ski/up to 10 ft)	\$13.80/night
Transient – Week Discount	Stay 7 nights, pay for 5 nights
Transient Non-Serviced – Month Discount	\$17.51/foot
Transient Serviced – Month Discount	\$20.70/foot
Day Dockage (30' and Over)	\$23.38/day
Day Dockage (Under 30')	\$18.03/day
Day Dockage (Jet Ski/up to 10 ft)	\$7.42/day
Ramp Fee - Seasonal	\$132.61
Ramp Fee - One Week	\$58.35
Ramp Fee - One Day	\$12.72

#### Campground:

Non-Refundable Administration Fee (per booking)	\$5.00
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#### Campsite Rates:

May 1 to June 15	\$40.00/night
June 16 to September 15	\$42.50/night
September 16 to November 8	\$40.00/night
Additional Campers (above 5 people per site)	\$8.50/person/night
Group Camping (minimum 7 people)	\$8.50/person/night
Non-profit Organizations	20% discount on regular fees
Entire Campground Rental	\$1030.00/day
Damage Deposit & Septic Fees	\$105.00

#### Pheasant Hunt:

Main Pheasant Hunt Licence (10 birds)	\$302.00
Clean Up Pheasant Licence (5 birds)	\$151.00
Licence Transfer (Between individuals or hunts within the same year)	\$30.00
Licence Replacement(Lost/Forgotten)	\$30.00
Winter Rabbit Licence (5 rabbits)	\$30.00
Winter Pheasant Licence (5 pheasants)	\$30.00
Mentor Licence Discount	10% off main licence

**Cemetery Services plus HST****Resident Lot Sales:**

Burial Rights	\$542.00
Perpetual Care	\$363.00
Total	\$905.00

**Non-Resident Lot Sales:**

Burial Rights	\$813.00
Perpetual Care	\$545.00
Total	\$1,358.00

**Internment Casket**

Summer Weekdays	\$779.00
Summer Weekends	\$1,238.00
Summer Holidays	\$1,315.00
Winter Weekdays	\$885.00
Winter Weekends	\$1,323.00
Winter Holidays	\$1,405.00

**Internment Cremated Remains**

Summer Weekdays	\$587.00
Summer Weekends	\$932.00
Summer Holidays	\$1,008.00
Winter Weekdays	\$667.00
Winter Weekends	\$996.00
Winter Holidays	\$1,077.00

**Internment - Infants**

Summer Weekdays	\$396.00
Summer Weekends	\$779.00
Summer Holidays	\$779.00
Winter Weekdays	\$449.00
Winter Weekends	\$832.00
Winter Holidays	\$832.00

**Other**

Headstone Moving	\$425.00
Lot Transfers	\$130.00

**Markers**

Flat Marker< 68.11024 cu.cm.(173 square inches)	\$0.00
Flat Marker> 68.11024 cu.m.(173 square inches)	\$100.00
Upright Monument - up to 1.22 metres (4ft. Height/width)	\$200.00
Upright Monument>than 1.22 metres (4ft. Height/Width)	\$400.00
Lots purchased prior to January 1, 1955 where no previous care and maintenance has been paid - Resident	\$363.00
Lots purchased prior to January 1, 1955 where no previous care and maintenance has been paid - Non Resident	\$545.00