

THE CORPORATION OF THE TOWN OF WHITCHURCH-STOUFFVILLE

BY-LAW NUMBER 2025-079-FI

BEING A BY-LAW to establish fees and charges for services or activities provided by the Town of Whitchurch-Stouffville (General Fees and Charges) and to repeal By-laws 2024-144-FI and 2025-060-FI

WHEREAS Section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a Municipality may pass by-laws imposing fees or charges for services; and

WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, provides that a Municipality may establish a tariff of fees for the processing of applications; and

WHEREAS Section 7 of the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters; and.

WHEREAS Section 33 of the *Funeral, Burial and Cremation Services Act, 2002*, S.O. 2002, c. 33, as amended, requires that an owner of a cemetery shall maintain a price list of the licensed supplies and services that are provided by the cemetery operator; and

WHEREAS it is deemed necessary to establish a general fees by-law for The Corporation of the Town of Whitchurch-Stouffville;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF WHITCHURCH-STOUFFVILLE ENACTS AS FOLLOWS:

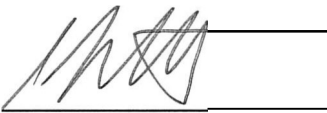
- 1. That this By-law may be referred to as the “Fees and Charges By-law”; and
- 2. That the fee structure and general fees for the various commissions and organizations of the Town of Whitchurch-Stouffville shall be attached hereto and shall form part of this By-law; and

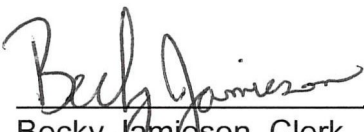
Corporate Services – By-Law Enforcement	Schedule	A
Corporate Services – Clerk’s and Clerk’s Licensing	Schedule	B
Corporate Services – Cemeteries	Schedule	C
Development Services – Economic Development	Schedule	D
Development Services – Building	Schedule	E
Development Services – Planning	Schedule	F
Finance Services – Tax and Revenue	Schedule	G
Fire and Emergency Services – General	Schedule	H
Office of the CAO – Legal Services	Schedule	I
Community Services	Schedule	J
Corporate Wide – General	Schedule	K
Engineering and Public Works – Engineering	Schedule	L
Engineering and Public Works – Administration and Roads	Schedule	M
Engineering and Public Works – Waste Management	Schedule	N
Engineering and Public Works – Water and Wastewater	Schedule	O

- 3. That except as specifically exempted elsewhere in this By-law, all fees and charges are due at the time of application, or where no permit is applicable, at the time when the service has commenced; and
- 4. That as per section 398 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, fees and charges imposed by this By-law constitute a debt on a property owner and shall entitle the Town to add the amounts to the respective tax roll for any uncollected outstanding balances which are past due; and
- 5. That notwithstanding this "Fees and Charges By-law", no fees shall be charged back to the Town for Town owned projects; and
- 6. That should any section of this By-law be declared invalid by court of competent jurisdiction; such section shall be construed as being severed here from and the remainder of the By-law shall continue in full force and effect; and
- 7. That this By-law shall come into force and effect on the 1st day of January 2026; and
- 8. That 2024-144-FI and 2025-060-FI are hereby repealed once this By-law comes into effect; and
- 9. That individual fees or charges shall come into effect on the date as stated in the Schedules if different than January 1, 2026.

READ a first and second time this 15th day of October 2025.

READ a third time and passed this 15th day of October 2025.


Iain Lovatt, Mayor


Becky Jamieson, Clerk

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Special Event Support (Municipal Law Enforcement Officers)	Each	\$85.00	\$87.00				N	Per hour, per officer with a minimum of 3 hours	Revised Description
2.	Signs:									
a)	Temporary Sign Permits (Mobile/Banner/Feather/Inflatable)									
i.	15-day permit (Max)	Each	\$103.00	\$120.00				N	Per sign. Fee may be waived for a Charity or Non-Profit organization at the Director's discretion.	Revised
ii.	30-day permit (Max)	Each	\$191.00	\$196.00				N		
iii.	21-day permit (Max) Bag/Corrugated for Charity Events	Each	No Charge	No Charge					Charitable/Non-Profit Special Events (permit required)	
b)	Election Signs (Temporary)	Each	\$290.00	\$297.00				N		
c)	Sign Removal Fee	Each	\$190.00	\$195.00				Y	If the actual cost to remove the sign is more than \$195.00, the actual cost-plus administration fees will be charged	
d)	Sign Retrieval Fee	Each	\$54.00	\$55.00				Y		
e)	Election Sign By-law Violation Deposit Reduction	Each	N/A	\$10.00				Y	For each election sign found to be in violation, \$10.00 shall be deducted from the deposit paid at the time the permit was issued.	New
3.	Grow Ops:									

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
a)	Remedial work to make building safe after Grow Op dismantled	Each	\$6,422.00	\$6,583.00				N	Per Grow Op. Minimum charge per building/dwelling unit. Where compliance or remedial work in excess of the minimum charge has been carried out by or on behalf of the Town on behalf of the property owner, any cost of the work plus a 25% admin cost fee will be charged.	
4.	Order for Property Standards:									
a)	Appeal for an Order for Property Standards	Each	\$275.00	\$282.00				N		
b)	Certificate of Compliance of Property Standards	Each	\$192.00	\$197.00				N		
5.	Noise Exemption Application Fee	Each	\$185.00	\$190.00				Y	Non-refundable. Does not guarantee exemption.	
6.	Municipal Enforcement:									
a)	Inspection fee	Each	\$119.00	\$122.00				Y	When a property is found to still be in violation after notice/order has been given	
b)	Issuance of 1st notice / order	Each	\$182.00	\$187.00				Y		
c)	Issuance of 2nd notice / order	Each	\$302.00	\$310.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	File Management fee (Remedial Work)		Actual Cost	Actual Cost			25%	N	Where compliance or remedial work has been carried out by or on behalf of the Town on behalf of the property owner, any cost of the work plus a 25% admin cost fee will be charged.	
e)	Upon issuance of Summons	Each	\$615.00	\$630.00				Y	Plus Legal Fees	
f)	Remediation Supervisory Fee	Per Hour	\$123.00	\$126.00				N	Bylaw 2023-064-FI Hourly rate to supervise the remediation of properties due to non-compliance	
7.	Permit Parking:									
a)	On-Street Parking Permits	Per Permit	No Charge	No Charge					12 Permits per License Plate Per Year	
b)	Parking Permits (Facility lots only):	1 Day	\$8.00	\$9.00				Y		Revised
		1 Week	\$24.00	\$30.00				Y		Revised
		1 Month	\$54.00	\$60.00				Y		Revised
8.	Dog Licences:									
a)	New Tag or Renewal by mail, at Outlets or Municipal Office or On-line purchase									
i.	Annual Fee	Each	\$52.00	\$53.00				N		
ii.	Early Payment January through February	Each	\$40.00	\$41.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "A"

SERVICE AREA: BY-LAW ENFORCEMENT

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
iii.	New resident or new dog from October to December only	Each	No Charge	No Charge				N	Must make pre-payment for following year at the current year early payment fee	
b)	New Tag or Renewal by Enforcement	Each	\$60.00	\$62.00				N	Animal Control or Designate to sell dog tag(s) due to enforcement	
c)	Dog(s) with a current tag from another municipality		Free Exchange	Free Exchange						
d)	Replacement Licence	Per Tag	\$10.00	\$10.00				N	Replacement for lost tag	
e)	Dangerous Dog	Each	\$229.00	\$235.00				N		
g.	Drone:									
a)	Drone Inspection	1 Hour	\$342.00	\$351.00				Y		
b)	Processing Drone Survey	Per Survey	\$174.00	\$178.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "B"

SERVICE AREA: CLERK’S

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Marriage Licences:	Each	\$186.00	\$191.00				N		
2.	Civil Marriage:									
a)	Ceremony	Each	\$359.00	\$368.00				Y		
b)	Change of Date Within 7 Days of Ceremony - Administration Fee	Each	\$52.00	\$53.00				N		
c)	Cancellation after Pre-wedding Consultation	Each	\$100.00	\$103.00				N	Fee is non-refundable	
d)	Witness	Per Witness	\$68.00	\$70.00				Y		
3.	Other Services:									
a)	Commissioner of Oaths	Each	\$39.00	\$40.00				Y		
b)	Commissioner of Oaths - Pensions	Each	Waived	Waived						
c)	Municipal Ward Boundary Maps	Each	\$18.87	\$19.35				Y		
d)	Certified True Copy	Each	\$15.00	\$20.00				Y		Revised
4.	Burial Permits	Each	\$55.00	\$56.00				N		
5.	Burial Permits outside normal working hours	Each	\$106.00	\$109.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "B"

SERVICE AREA: CLERK'S LICENSING

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	AGCO Municipal Information Form	Each	\$61.00	\$150.00				N		Revised
2.	AGCO Non-Objection Letter or any other letter issued by the Clerk	Each	\$32.00	\$55.00				N		Revised
3.	Lottery	Per Event	3%	3%				N	3% of prize value (maximum permitted) - legislated by the Province of Ontario	
4.	Kennel:	Per Business								
a)	New Application		\$381.00	\$391.00				N		
b)	Annual Renewal		\$164.00	\$168.00				N		
c)	Late Annual Renewal		\$218.00	\$223.00				N		
d)	Replacement Licence		\$63.00	\$65.00				N		
5.	Additional Rental Unit:	Per Business								
a)	New Application (One-time fee)		\$500.00	\$513.00				N	In addition to Fire & Emergency Services Fees	
b)	Replacement Licence		\$63.00	\$65.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "B"

SERVICE AREA: CLERK'S LICENSING

CORPORATE SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Short-Term Rental:	Per Business								
a)	New Application		\$1,089.00	\$1,116.00				N	Inclusive of Fire & Emergency Services Fees	
b)	Annual Renewal		\$870.00	\$892.00				N		
c)	Late Annual Renewal		\$980.00	\$1,005.00				N		
d)	Replacement Licence		\$63.00	\$65.00				N		
7.	Tourist Camps and Trailer Camps:	Per Business								
a)	New Application		\$381.00	\$391.00				N		
b)	Annual Renewal		\$164.00	\$168.00				N		
c)	Late Annual Renewal		\$218.00	\$223.00				N		
d)	Replacement Licence		\$63.00	\$65.00				N		
8.	Refund of New Application Business Licensing Fees:	Per Business								
a)	75% only if an inspection has not occurred	Each	N/A	75%				N		New

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "C"

SERVICE AREA: CEMETERIES

CORPORATE SERVICES COMMISSION
MUNICIPALLY OWNED CEMETERIES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Interment Rights:									
a)	Section 3 Single Lot 3 feet 3 inches x 10 feet	Each								
i.	Burial Rights		\$1,463.00	\$1,499.00				Y	60%	
ii.	Care and Maintenance		\$975.00	\$1,000.00				Y	40%	
iii.	Total		\$2,438.00	\$2,499.00				Y		
b)	Cremation In-ground 4A 1 Lot (2 Urns) 2 feet x 2 feet	Each								
i.	Burial Rights		\$755.00	\$773.00				Y	60%	
ii.	Care & Maintenance		\$503.00	\$516.00				Y	40%	
iii.	Total		\$1,258.00	\$1,289.00				Y		
c)	Columbarium 10 Rows A, B (Bottom 2 Rows) 1 Niche (2 Urns) 1 foot x 1 foot x 1 foot	Each								
i.	Burial Rights		\$2,792.00	\$2,862.00				Y	85%	
ii.	Care & Maintenance		\$498.00	\$510.00				Y	15%	
iii.	Total		\$3,290.00	\$3,372.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "C"

SERVICE AREA: CEMETERIES

CORPORATE SERVICES COMMISSION
MUNICIPALLY OWNED CEMETERIES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	Columbarium 10 Rows C, D, E (Upper 3 Rows) 1 Niche (2 Urns) 1 foot x 1 foot x 1 foot	Each								
i.	Burial Rights		\$3,450.00	\$3,536.00				Y	85%	
ii.	Care & Maintenance		\$610.00	\$625.00				Y	15%	
iii.	Total		\$4,060.00	\$4,161.00				Y		
2.	Basic interment charges to open and close grave at standard depth includes the right to erect a marker:									
a)	Adult	Each	\$1,673.00	\$1,714.00				Y		
b)	Child (2 - 10)	Each	\$965.00	\$988.00				Y		
c)	Infant (under 2) - (including cremated remains)	Each	\$643.00	\$658.00				Y		
d)	Cremated Remains	Each	\$586.00	\$601.00				Y		
e)	Columbarium Niche	Each	\$586.00	\$601.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "C"

SERVICE AREA: CEMETERIES

CORPORATE SERVICES COMMISSION
MUNICIPALLY OWNED CEMETERIES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
3.	Extra interment charges:									
a)	Extra Deep Interment	Each	\$384.00	\$394.00				Y		
b)	Saturdays	Each	\$365.00	\$374.00				Y		
c)	Winter Interment	Each	\$451.00	\$462.00				Y		
4.	Disinterment:									
a)	Casket only	Each	\$4,378.00	\$4,487.00				Y		
b)	Casket in Vault	Each	\$3,090.00	\$3,167.00				Y		
c)	Extra Depth Surcharge	Each	\$515.00	\$528.00				N		
d)	Inground Cremation	Each	\$869.00	\$891.00				Y		
e)	Columbarium Niche	Each	\$579.00	\$593.00				Y		
5.	Other Charges:									
a)	Additional Copy of Cemetery By-law (initial copy at no cost)	Each	\$5.55	\$5.69				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "C"

SERVICE AREA: CEMETERIES

CORPORATE SERVICES COMMISSION
MUNICIPALLY OWNED CEMETERIES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Transfer Fee (for all services and documents in connection with transfer of ownership of a lot or plot and issuance of a new Certificate of Interment Rights)	Each	\$377.00	\$386.00				Y		
c)	Issuance of a duplicate Certificate of Interment Rights	Each	\$250.00	\$256.00				Y		
d)	Cemetery Administration Fee (minus Stouffville) - change name - was previously "Hartman Interment Administration Fee"	Each	\$250.00	\$256.00				Y		Revised Description
e)	Corner Stones purchased and installed by contractor	Set of Four (4)	\$342.00	\$351.00				Y		
6.	Non-Resident Surcharge	per fee	50%	50%				Y	50% added to all fees for individuals who are not residents of Whitchurch-Stouffville in the five years prior to their passing	
7.	Care & Maintenance for Marker Installation (Prescribed by O. Reg. 30/11: GENERAL under Funeral, Burial and Cremation Services Act, 2002)									
a)	Flat marker less than 173 square inches		No Charge	No Charge						
b)	Flat marker at least 173 square inches		\$100.00	\$100.00				Y	Prescribed by the Province	
c)	Upright marker up to 4 feet in height or length including base		\$200.00	\$200.00				Y	Prescribed by the Province	
d)	Upright marker over 4 feet in height or length including base		\$400.00	\$400.00				Y	Prescribed by the Province	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "D"

SERVICE AREA: ECONOMIC DEVELOPMENT

DEVELOPMENT SERVICES COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Filming Applications:									
a)	Application Fee	Each	\$731.00	\$749.00				Y	May require road occupancy permit and fees Schedule M item 4. Additional fees for filming in Downtown Stouffville Heritage Area apply.	
b)	Subsequent Application Fee for Multiple Filming Events by a Production Company	Each	\$376.00	\$385.00				Y		
c)	Security Deposit: application involving no special effects	Each	\$2,327.00	\$2,385.00				N		
d)	Application involving special effects of a minor nature (snow, water, etc.)	Each	\$7,924.00	\$8,122.00				N		
e)	Application involving special effects of a major nature (explosions, fire, etc.)	Each	\$39,516.00	\$40,504.00				N		
Filming Applications - Downtown Stouffville Heritage Area Fees - In addition to the application fees noted above										
f)	Prime Time: Monday to Saturday - 8:00 a.m. - 7:00 p.m.	Per Hour	\$151.00	\$155.00				Y	Downtown Stouffville Heritage Area is defined in the Stouffville Secondary Plan.	
g)	Non-Prime Time: Monday to Saturday - 7:00 p.m. - 8:00 a.m. Sundays - All day	Per Day	\$739.00	\$757.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Minimum Building Permit Fee	Shall be charged unless otherwise stated in the 'Service Area: Building' of this By-law.	\$215.00	\$220.00				N		
2.	Building Permit Fees:									
a)	Group A (Assembly) - New Assembly Buildings and Additions to existing buildings	Per Sq. Ft. of Gross Floor Area	\$1.40	\$1.60				N		Revised
b)	Group A (Assembly) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.50	\$0.65				N	Excludes Plumbing Fees	Revised
c)	Group B (Institutional) - New Institutional Buildings and Additions to existing buildings	Per Sq. Ft. of Gross Floor Area	\$2.10	\$2.15				N		Revised
d)	Group B (Institutional) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.50	\$0.65				N	Excludes Plumbing Fees	Revised
e)	Group C (Part 9) - New Residential Buildings and Additions to existing buildings	Per Sq. Ft. of Gross Floor Area	\$1.75	\$1.80				N		Revised
f)	Group C (Part 3) - New Residential Buildings and Additions to existing buildings	Per Sq. Ft. of Gross Floor Area	\$2.10	\$2.15				N		Revised
g)	Group C (Residential) - Integrated Additional Residential Unit	Flat Fee per Unit	\$1,000.00	\$1,000.00				N	Excludes Plumbing Fees	Revised
h)	Group C (Residential) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.60	\$0.65				N	Excludes Plumbing Fees	Revised
i)	Group D (Office) - New Office Buildings and Additions to existing buildings - Shell Only	Per Sq. Ft. of Gross Floor Area	N/A	\$1.40				N		New

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Group D (Office) - New Office Buildings and Additions to existing buildings - Finished	Per Sq. Ft. of Gross Floor Area	\$1.40	\$1.60				N		Revised
k)	Group D (Office) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.50	\$0.65				N	Excludes Plumbing Fees	Revised
l)	Group E (Mercantile) - New Mercantile Buildings and Additions to existing buildings - Shell Only	Per Sq. Ft. of Gross Floor Area	N/A	\$1.40				N		New
m)	Group E (Mercantile) - New Mercantile Buildings and Additions to existing buildings - Finished	Per Sq. Ft. of Gross Floor Area	\$1.40	\$1.60				N		Revised
n)	Group E (Mercantile) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.50	\$0.65				N	Excludes Plumbing Fees	Revised
o)	Group F (Industrial) - New Industrial Buildings and Additions to existing buildings - Shell Only	Per Sq. Ft. of Gross Floor Area	N/A	\$1.30				N		New
p)	Group F (Industrial) - New Industrial Buildings and Additions to existing buildings - Finished	Per Sq. Ft. of Gross Floor Area	\$1.30	\$1.50				N		Revised
q)	Group F (Industrial) - Parking Garage	Per Sq. Ft. of Gross Floor Area	N/A	\$0.90				N		New
r)	Group F (Industrial) - Racking System	Per Sq. Ft. of Gross Floor Area	N/A	\$0.70				N	Minimum Fee: \$500.00	New
s)	Group F (Industrial) - Interior Alteration	Per Sq. Ft. of Gross Floor Area	\$0.60	\$0.65				N	Excludes Plumbing Fees	Revised
t)	Group G (Agricultural) - High Hazard Agricultural (G1)	Per Sq. Ft. of Gross Floor Area	N/A	\$1.30				N		New
u)	Group G (Agricultural) - Other Agricultural (G2)	Per Sq. Ft. of Gross Floor Area	\$0.80	\$0.80				N		Revised

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"**

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

[illegible]

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
a)	Appliances, floor drains, vented traps, backflow preventers or roof hoppers	Per Fixture	\$15.00	\$15.00				N	Minimum Fee: \$260.00	Revised
b)	Water Service, Drain and Sewer: Single, Semi-detached and Townhouses	Flat Fee	\$260.00	\$260.00				N	Service Connection (per lot)	Revised
c)	Water Service, Drain and Sewer: All other Occupancies - New Build	Per linear foot	\$1.50	\$2.00				N	Minimum Fee: \$260.00	Revised
d)	Water Service, Drain and Sewer: All Occupancies -	Per linear foot	\$1.50	\$2.00				N	Minimum Fee: \$260.00	Revised
e)	All Occupancies - Miscellaneous Plumbing:	For Each Manhole, Catchbasin or Area Drain	\$45.00	\$45.00				N		Revised
f)	All Occupancies - Miscellaneous Plumbing:	For Each Testable Backflow Device	\$85.00	\$85.00				N		Revised
6.	Sewage Disposal Systems: (Includes only systems contained on a single lot having a Daily Design Sanitary Sewage Flow less than 10,000 Litres per day)									
a)	New or Replacement Domestic Waste Sewage Disposal Systems	Per litre of daily designed effluent flow	\$0.70	\$0.70				N	Minimum Fee \$1,000	Revised
b)	Augmentation or Expansion of an Existing System	Per Application	\$1,000.00	\$1,000.00				N		
c)	Plan Review of an Existing System for impact from other work	Per Application	\$185.00	\$190.00				N		
d)	Repair of an Existing System not involving complete replacement	Per Application	\$325.00	\$325.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
e)	Sewage System Maintenance Inspection Flat Fee	Flat Fee	N/A	\$160.00				N		New
7.	Miscellaneous Permits and Other Services:									
a)	Agency Letter of Approval	Each Type	\$95.00	\$160.00				N	AGCO or Micro-Fit Response	Revised
b)	Alternative Solutions	Flat Fee	\$1,000.00	\$1,000.00				N		Revised
c)	Change of Use Permits	Per Sq. Ft. of the Total Effected Area	\$0.50	\$0.65				N	Minimum Fee: \$500.00	Revised
d)	Fence Variance - Staff Variance	Flat Fee	\$325.00	\$330.00				N	Non-refundable.	Revised
e)	Fence Variance - Council Variance	Flat Fee	\$650.00	\$650.00				N	Non-refundable. Variance requires Council report.	Revised
f)	Letter of Compliance	Each Type	\$160.00	\$165.00				N	Zoning or Septic	Revised
g)	Partial Occupancy Requests	Per Request	\$545.00	\$550.00				N		Revised
h)	Partial Permit requests	Per Request	\$800.00	\$820.00				N		Revised
i)	Pool Enclosure - In-ground & Above-ground Pools	Per Each Application	\$255.00	\$260.00				N		Revised

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Portable Public Classrooms	Flat Fee Per Portable	\$650.00	\$650.00				N		Revised
k)	Reactivation and/or Transfer Ownership of a Building Permit	Per Document	\$105.00	\$105.00				N		Revised
l)	Reinspection's due to Defective Work	Per Inspection	\$160.00	\$160.00				N		Revised
m)	Remediation	Flat Fee	N/A	\$5,000.00				N	Including, but not limited to grow-operation, clandestine drug labs	Revised
n)	Request to defer Revocation (extend permit)	Per Request	N/A	\$130.00				N		New
o)	Revisions to Plans	Per Hour	\$130.00	\$130.00				N	Minimum 1 hour charged.	Revised
p)	Routine Disclosure	Per Request	\$85.00	\$90.00				N	Copies/reproduction of plans extra	Revised
q)	Sales Pavillion	Flat Fee	\$1,080.00	\$1,100.00				N		Revised
r)	Signs - Permanent Sign(s)	Per Square Metre of Sign Face	\$32.00	\$35.00				N	Minimum Fee: \$220.00	Revised
s)	Signs - Development Sign(s)	Per Square Metre of Sign Face times months required.	\$2.15	\$2.20				N	Development sign(s) must have a defined removal date.	Revised

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"**

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

[illegible]

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Building Permit Maintenance Fee	Per Application	10% of the original Building Permit Fee charged per annum.	10% of the original Building Permit Fee charged per annum.					Applies only if a final inspection has not been completed 3 years after the full Building Permit Issuance but does not apply to model sales homes and similar projects. This fee is collectable from any related security held by the Town or thorough property taxes. Waiving of this fee is at the sole discretion of the CBO, and should be requested prior to permit issuance. Minimum Fee \$220.00	Revised
c)	Professional (or Legal) Peer Review of any Application, Report, Building Condition or Construction Work requiring External Expert Review or Opinion.	Cost of Service	Actual Cost	Actual Cost			10%	N	Deposits may be taken at the request of the Chief Building Official or Designate based on the cost estimate. (Tax is only passed on from the Peer reviewer.)	Revised
d)	New Residential Dwelling Compliance Deposit	Per Unit	\$2,000.00	\$2,000.00				N	A minimum deposit per unit. For New Residential Apartments total charge not to exceed 1% of the project value to a maximum of \$50,000 per building (amount is at the discretion of the CBO).	Revised
e)	New Commercial, Institutional and Industrial Compliance Deposit	Minimum Deposit Per Building	\$4,000.00	\$4,000.00				N	Total charge not to exceed 1% of the project value to a maximum of \$20,000.00 per building (amount is at the discretion of the CBO).	Revised
f)	Additions to Buildings Compliance Deposit	Minimum Deposit Per Building	\$1,000.00	\$1,000.00				N	Applies only to additions which exceed \$50k in estimated value.	Revised

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "E"**

SERVICE AREA: BUILDING

DEVELOPMENT SERVICES COMMISSION

[illegible]

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "G"

SERVICE AREA: TAX AND REVENUE

FINANCE SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Administrative Fees:									
a)	Returned Payment	Per Payment	\$53.00	\$54.00				N		
b)	Refund of Overpayment by Mortgage Company or Lawyer	Each	\$53.00	\$54.00				N		
c)	Additional EDI Payment Error Correction (first one is free)	Each	\$58.00	\$59.00				N	Any request to re-distribute payment when an electronic payment has been made to an incorrect account.	
d)	Post Dated Cheque Removal or Date Change	Each	\$36.00	\$37.00				N		
i.	Ownership Change Fee Tax - Newly/Constructed Sold Property	Each	\$36.00	\$37.00				N		
ii.	New Roll Number Creation Set-up Fee	Each	\$63.00	\$65.00				N		
iii.	Residential - Apportionment Fee	Each Roll	\$58.00	\$59.00				N	Fee to administer apportionment of property	
e)	Mortgage Company Account Administration Fee	Each Roll	\$11.00	\$11.00				N	Fee for administration of mortgage company information for billings	
f)	POA Fine Collection Fee	Each	\$60.00	\$62.00				N		
g)	Overdue/Arrears Notices (Water & Tax accounts)	Each	N/A	\$10.00				N	Fee for each overdue/arrears notice issued	New
h)	Adding Outstanding Fees & Charges to the Tax Roll	Each	\$45.00	\$46.00				N	Fee for transferring unpaid fees & charges to the tax roll for collection	

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "F"**

SERVICE AREA: PLANNING

[illegible]

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
I(b)	Municipal Staff Cost Recovery - General Planning	Hourly	Loaded Hourly Rate	Loaded Hourly Rate			20%	N	Development Services – Staff Time Billing Policy Development Services staff time will be charged based on the Loaded Hourly Rate, plus an additional 20% Corporate Administrative Overhead. This rate applies to all planning applications, excluding CAPP (Community Application Processing Program) applications. Additional charges will also apply to cover staff time for services not covered by existing fee structures, including but not limited to: • Preliminary discussions, drawing reviews, meetings, and coordination with internal and external agencies or departments regarding conceptual development proposals prior to the submission of a formal planning application (in lieu of a formal pre-consultation application). • Site walks, site visits, and staking of development limits, conducted both prior to and during the processing of planning applications. • Coordination with internal and external agencies prior to the submission of a planning application. • Additional meetings and coordination requested by the Applicant/Owner, beyond the standard requirements during the processing of planning applications, involving internal and external agencies. • Review and coordination of complex pre-application submissions and materials, such as: - o Master Environmental Servicing Plans (MESP) - o Functional Servicing Reports - o Policy Documents • Additional reviews of interim submissions that exceed the scope of standard formal material submissions during the planning application process. • Review and coordination related to significant revisions or design changes to development proposals or applications initiated by the applicant/owner during the formal review process. Examples include, but are not limited to: - o Significant increases in density - o Changes to built form - o Modified site configurations (Note: This does not include revisions requested by the Town or external agencies as a result of policy and/or technical requirements or compliance with regulations/standards.) • Any other related services as deemed appropriate by the Commissioner of Development Services or their designate.	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate {before Tax}	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised {other than indexation)
2(a)	Pre-Consultation Applications Voluntary (For Applications not proceeding with CAPP)								Bill 185 removed the ability for the municipality to require pre-consultation	
	Pre-Consultation Application for Consents	Flat Rate	\$582.00	\$597.00				N		
i.	Pre-Consultation Application for Others	Flat Rate	\$1,163.00	\$1,192.00				N	This fee is required for all planning applications that are not proceeding with Collaborative Application Pre-consultation process.	
ii.	Pre-consultation Application for Minor Variance Applications	Flat Rate	N/A	\$100.00				N		
iii. iv.	Pre-Consultation Application consultants Cost	Flat Rate	\$5,000.00	\$5,125.00			20%	N	The deposit to cover the cost of consultant review of reports submitted prior to planning applications. An admin fee of 20% will be applied to all Consultant Costs.	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Vear Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
2(b)	Collaborative Application Pre-consultation Process (CAPP) - Phases 1, 2 and 3 - Voluntary process								Bill 185 removed the ability for the municipality to require pre-consultation	
i.	CAPP Phase 1 Fee	Flat Rate	\$1,163.00	\$1,192.00				N		
ii.	Deposit for CAPP Phase 2 and Phase 3 - Official Plan Amendment and Zoning By-law Amendment Applications	Flat Rate	\$20,000.00	\$20,500.00			20%	N	Deposit to cover the cost of Development Services municipal staff time for review of submission materials prior to submitting complete planning applications. The charges will be based on Municipal Staff Cost Recovery fee item 2Bvi.below	
iii.	Deposit for CAPP Phase 2 and Phase 3 - Site Plan and Draft Plans of Subdivision Applications	Flat Rate	\$30,000.00	\$30,750.00			20%	N	Deposit to cover the cost of Development Services municipal staff time for review of submission materials prior to submitting complete planning applications. The charges will be based on Municipal Staff Cost Recovery fee item 2Bvi.below	
iv.	Peer Review Consultants - Deposit for CAPP Phase 2 and Phase 3 - Peer Review Consultants cost for Official Plan Amendment and Zoning By-Law Amendment Applications	Flat Rate	\$5,000.00	\$5,125.00			20%	N	Deposit to cover the cost of Peer Review consultants time for review and submission materials prior to submitting complete planning applications.	
v.	Peer Review Consultants - Deposit for CAPP Phase 2 and Phase 3 - Peer Review consultant for Site Plan and Draft Plans of Subdivision Applications	Flat Rate	\$30,000.00	\$30,750.00			20%	N	Deposit to cover the cost of Peer Review consultants time for review of submission materials prior to submitting complete planning applications.	
vi.	Municipal Staff Cost Recovery for CAPP	Hourly	Loaded Hourly Rate	Loaded Hourly Rate			20%	N	Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover staff time for: Applications proceeding with CAPP (OPA/ZBA, ZBA, Draft Plans of Subdivision and SPA) - for Phase 2 and Phase 3 of the Collaborative Application Pre-consultation (CAP) process	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
3.	Deposit for Consultants/Peer Review Costs (Planning Applications):	The Town may engage consultants to review and evaluate studies, retain solicitors and similar professional services in which case the costs incurred will be charged back to the applicant, plus 20.0% administrative fee. The Town will require an initial deposit of \$30,000 for minor applications and \$50,000 for major applications at the time of filing the Planning Application. In the event that the complexity etc. of the assignment is such that additional deposit fees to cover peer review services are required, staff will advise the proponent in writing. All work on the project will cease until the deposit account is brought into order to the satisfaction of the Town. After all professional peer review invoices are accounted for, the Town will refund any residual deposit to the applicant.								
a)	Deposit for Landscape Architect - Planning Applications Review cost	Hourly	Loaded Hourly Rate	Loaded Hourly Rate			20%	N	The Town will require an initial deposit of \$10,000 for Draft Plan of Subdivision Applications and Major Site Plan Applications and \$5,000 for Minor Site Plan Applications and other types of Planning Applications as deemed necessary by Development Services. Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover the Town's Landscape Architect's time for review of Planning Applications	
4.	Official Plan/Secondary Plan Amendment:	The Town may engage consultants to review and evaluate studies, retain solicitors and similar professional services in which case the costs incurred will be charged back to the applicant, plus a 20.0% administrative fee. The Town will require an initial deposit of \$30,000 for minor applications and \$50,000 for major applications at the time of filing the Planning Application. The Town will require an initial deposit of \$3,000 for Minor Official Plan Amendment applications at the time of filing the Planning Application. In the event that the complexity etc. of the assignment is such that additional deposit fees to cover peer review services are required, staff will advise the proponent in writing. All work on the project will cease until the deposit account is brought into order to the satisfaction of the Town. After all professional peer review invoices are accounted for, the Town will refund any residual deposit to the applicant.								
a) i.	Official Plan Amendment Application	Flat Rate	\$33,643.00	\$34,484.00				N		
a) ii.	Minor Official Plan Amendment Application	Flat Rate	\$10,300.00	\$10,558.00				N	Minor Official Plan Amendment is defined as a site-specific amendment to the Official Plan Policy 11.6.3.1 and 11.6.4 in Musselman's Lake Community Area, to develop and/or create up to three (3) lots, serviced by private wells. Item 4 (b), 4 (c), 4 (d) and 4 (e) are not applicable to Minor Official Plan Amendment Applications.	
b)	Additional if Private Sewage Disposal Proposed	Flat Rate	\$2,076.00	\$2,128.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only.	
c)	Town Council Approval	Flat Rate	\$5,587.00	\$5,727.00				N	This fee is payable prior to issuance of the staff recommendation report for the Council meeting. If Council does not approve the application the Approval fee will be returned to the applicant	
d)	Recirculation Fee	Flat Fee	\$4,653.00	\$4,769.00					For each subsequent circulation, after two circulations	
e)	Additional Public Meeting (for 2nd or additional Public Meeting)	Flat Rate	\$1,834.00	\$1,880.00				N		

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
5.	Zoning By-Law Amendment: (Including Temporary Use)									
a)	Major Application	Flat Rate	\$28,422.00	\$29,133.00				N	Major Amendment: an application which is significant in scale or scope which may have an impact beyond the subject lands. Such applications may include, but not necessarily be limited to: • Amendment affecting a broad geographic area or multiple properties • Amendment having broader municipal or regional planning implications • Any ICI application for development exceeding 200m2 in gross floor area • Any residential development exceeding 3 lots/units. • Any development requiring 3 or more major studies (e.g. Transportation, traffic, environmental, hydrogeological, market analysis, etc.) • Amendment requiring creation of a new zone category • Any amendment affecting a brownfield site, or an influence area/separation distance for an industrial use, mineral aggregate use, waste management facility or communal sewage disposal/ facility. • Any amendment for a mixed-use zoning increased Density By-law (Sec. 37 of Planning Act) • Any amendment as determined to be Major by the Commissioner of Development Services	
b)	Minor Application	Flat Rate	\$17,053.00	\$17,479.00				N	Minor Amendment: an application that is small in scale and having minimal or no impact beyond the subject lands. Such applications may include, but not necessarily be limited to: • Amendment affecting a small geographic area or individual site or property specific change to one or more zonestandards, • Addition of one or more permitted uses with no significant impact on existing development standards • Any ICI application for development up to 200m2 in gross floor area • A rezoning or change of standards for up to 3 residential lots/units • Renewal of Temporary Use By-law (2nd or subsequent year) • Rezoning required as a result of a lot addition or boundary adjustment for a residential or minor non-residential lot addition or boundary adjustment • Rezoning required to legalize an existing accessory apartment or second dwelling unit • Any amendment as determined to be Minor by the Commissioner of Development Services	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Additional if Private Sewage Disposal Proposed	Flat Rate	\$2,076.00	\$2,128.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only.	
d)	Council Approval	Flat Rate	\$2,396.00	\$2,456.00				N	This fee is payable prior to issuance of the staff recommendation report for the Council meeting. If Council does not approve the application the Approval fee will be returned to the applicant	
e)	Recirculation Fee	Flat Fee	\$4,653.00	\$4,769.00					For each subsequent circulation, after two circulations	
f)	Additional Public Meeting (for 2nd or additional Public Meeting}	Flat Rate	\$1,834.00	\$1,880.00				N		
g)	Extension of Temporary Use By-law Application	Flat Rate	\$9,304.00	\$9,537.00				N		
h)	Removal/Lifting of Holding Symbol	Flat Rate	\$5,815.00	\$5,960.00				N		
i)	Ministers Zoning Order Review Fee	Flat Rate	\$9,068.00	\$9,295.00				N	Review and Comments on Ministry of Municipal Affairs and Housing Minister's Zoning Order applications	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Draft Plan of Subdivision Application:									
a)	1-50 lot(s) or Unit(s) or Block(s)	Flat Fee	\$40,706.00	\$41,724.00				N	Plus Application fee: \$260 per lot/unit/block for first 25. \$155.00 per lot/unit/block 26-50. \$104 per lot/unit 51 and over. Fee is due at time of application. Should the number of lot/unit/block increase in review of the Application, the Owner will be required to pay the approval fee for the additional lot/unit/block. If the number of lot/unit/block decreases in review of the Application, no refund will be issued.	
b)	51-100 lots or Units or Blocks									
c)	Greater than 100 Lots or Units or Blocks									
d)	Additional where Private Sewage Disposal Proposed	Per Lot/Unit or Block	\$2,076.00	\$2,128.00				N	For applications that have other associated Planning Act application/s, this fee is payable with one Planning Act application only.	
e) i.	Residential - Draft Plan Approval Fee	Per Block	N/A	\$2,741.00					Fees due at issuance of draft plan approval	
e) ii.		Per Lot	N/A	\$477.00					Fees due at issuance of draft plan approval	
f) i.	Non-residential - Draft Plan Approval Fee	Per Hectare	\$2,674.00	\$2,741.00				N	Fee due at issuance of draft plan approval	
f) ii.		Per Lot/ Block	N/A	\$2,741.00					Fee due at issuance of draft plan approval	
g)	Recirculation fee	Flat Fee	\$4,653.00	\$4,769.00				N	For each subsequent circulation, after two circulations	
h)	Revisions to Draft Plan Approval Requests	Flat Fee	\$8,308.00	\$8,516.00				N		
i)	Revisions to Conditions of Draft Approval Requests	Flat Fee	\$8,308.00	\$8,516.00				N		
j)	Extension of Draft Plan Approval	Flat Fee	\$7,349.00	\$7,533.00				N		Revised

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
7.	Draft Plan of Condominium Application:									
a)	1-50 Unit(s), Lot(s) or Block(s)	Flat Fee	\$26,608.00	\$27,273.00				N		
b)	51-100 Units, Lots or Blocks	Flat Fee	\$32,926.00	\$33,749.00				N		
c)	Greater than 100 Units, Lots or Blocks	Flat Fee	\$34,088.00	\$34,940.00				N		
d)	Additional where Private Sewage Disposal Proposed	Flat Fee	\$2,076.00	\$2,128.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only and paid with the earlier planning application.	
e)	Request for Exemption from Draft Plan of Condominium	Flat Fee	\$4,672.00	\$9,578.00				N		
f)	Application for the Conversion of Rental Units to Condominiums	Flat Fee	\$7,370.00	\$7,554.00				N		
g)	Residential - Draft Plan Approval Fee	Per Unit/Lot/Block	\$465.00	\$477.00				N	Fee due at issuance of Condominium draft plan approval. Not applicable if 6e has been paid except where additional Lot/Block has been created since the Draft Plan of Subdivision Approval. For Condominium Applications that do not require Site Plan Approval, per Unit fee for each residential unit is applicable at this time. For Condominium Applications that are subject to Site Plan Approval the per unit fee is not applicable at this time.	
h)	Non-residential - Draft Plan Approval Fee	Per Hectare	\$2,674.00	\$2,741.00				N	Fee due at issuance of draft plan approval. Not applicable if 6f has been paid except where additional Lot/Block has been created since the Draft Plan of Subdivision Approval.	
i)	Recirculation fee	Flat Rate	\$4,653.00	\$4,769.00				N	For each subsequent circulation, after two circulations	
j)	Red-lined Revisions to Draft Plan	Flat Fee	\$8,308.00	\$8,516.00				N		Revised
k)	Revisions to Conditions of Draft Approval Requests	Flat Fee	\$8,308.00	\$8,516.00				N		
l)	Extension of Draft Plan Approval	Flat Fee	\$7,349.00	\$7,533.00				N		Revised

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
8.	Site Plan Control Application: Director of Development Services Approval									
a)	Industrial and Agricultural (Agricultural development that require Site Plan Control applications)	Flat Fee	\$25,000.00	\$25,625.00				N	Plus \$2.00/m ² of proposed GFA; Fee due at time of application	
b)	Commercial, Office and Institutional	Flat Fee	\$25,000.00	\$25,625.00				N	Plus \$2.00/m ² of proposed GFA; Fee due at time of application	
c)	Multi Residential	Flat Fee	\$25,000.00	\$25,625.00				N	Plus \$260.00 per Unit; Fee due at time of application	
d)	Mixed Use	Flat Fee	\$25,000.00	\$25,625.00				N	Plus \$2.00/m ² of proposed GFA for non-residential component Plus \$233.00 per residential unit. Fee due at time of application	
e)	Cemeteries, Golf Courses	Per Hectare	\$1,117.00	\$1,145.00				N		
f)	Aggregate Operations	Flat Fee	\$11,281.00	\$11,563.00				N	Plus: \$960 per hectare; Fee due at time of application	
g)	Minor Site Plan Application	Flat Fee	\$10,000.00	\$10,250.00				N	Minor: including but not limited to site plan approval required for equal to or less than 40% expansion to existing gross floor area, land use change or expansion of uses in existing buildings, alterations to existing buildings and uses that increase the usability of the site, minor changes to landscape areas (including addition of site furniture, lighting, etc.) and parking lots not resulting in grading changes, minor changes to building design, material or elevations or any other amendment as determined to be Minor by the Commissioner of Development Services	
h)	Additional where Private Sewage Disposal is Proposed	Flat Fee	\$2,076.00	\$2,128.00				N	For applications that have other associated Planning Act application/s submitted concurrently or expected shortly, this fee is payable with one Planning Act application only. (Does not apply to Residential Development in the Oak Ridges Moraine Area under 8i)	
i)	Oak Ridges Moraine Area - Residential Development in the Oak Ridges Moraine Area	Flat Fee	See below for categories for Oak Ridges Moraines Area	See below for categories for Oak Ridges Moraines Area				N		
i.	Accessory Stream	Flat Fee	\$284.00	\$291.00				N		
ii.	Renovation Stream	Flat Fee	\$599.00	\$614.00				N		

iii.	Minor Construction Stream	Flat Fee	\$853.00	\$874.00				N		
iv.	Major Construction Stream	Flat Fee	\$1,136.00	\$1,164.00				N		

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Site Plan Recirculation Fee	Flat Fee	\$5,815.00	\$5,960.00				N	For each subsequent circulation, after two circulations (does not apply to Residential Development in the Oak Ridges Moraine Area)	
k)	Extension of Site Plan Approval	Flat Fee	\$1,745.00	\$1,789.00				N		Revised
l)	Amendment to Site Plan Approval and/or Agreement:									
i.	Major Amendment	Flat Fee	\$8,048.00	\$8,249.00				N	Major: including but not limited to any amendment greater than 40% expansion to existing gross floor area, or major changes to landscape areas and parking lots resulting in grading changes, new parking spaces/areas, changes to site design, modifications to building design, materials and elevations or any other amendment as determined to be Major by the Director of Development Services	
ii.	Minor Amendment	Flat Fee	\$4,025.00	\$4,126.00				N	Minor: including but not limited to any amendment equal to or less than 40% expansion to existing gross floor area, or minor changes to landscape areas and parking lots not resulting in grading changes, minor changes to building design, material or elevations or any other amendment as determined to be Minor by the Director of Development Services	
m)	Site Plan Amendment Recirculation Fee	Flat Fee	\$1,054.00	\$1,080.00				N	Applies to both Major and Minor Amendment Application - For each subsequent circulation, after two circulations (does not apply to Residential Development in the Oak Ridges Moraine Area and Heritage Area)	
n)	Amendment to siteapproval plan in Oak Ridges Moraine Area - Residential Development in the Oak Ridges Moraine Area (For all ORM Streams)	Flat fee	\$284.00	\$291.00				N		

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
o)	Radio and Telecommunication Towers:									
i.	Radio and telecommunication tower without public consultation	Flat Fee	\$8,000.00	\$8,200.00				N		
ii.	Radio and telecommunication tower with public consultation	Flat Fee	\$16,097.00	\$16,499.00				N		
p) i.	Site Plan Approval Fees (Multi Residential and Mixed Use)	Per Unit	N/A	\$477.00				N	Fee due at issuance of site plan approval for each residential unit (including apartments, townhouse lots, etc.). For Mixed use buildings, in addition to each residential unit approval fee, Commercial GFA approval fee is payable and is to be based on Commercial GFA (per sq.m). Minor Site Plan Applications and Site Plan Amendment applications are exempt	
p) ii.		Per sq.m	N/A	\$2.00				N	For commercial GFA in mixed use buildings. Minor Site Plan Applications and Site Plan Amendment applications are exempt	
q) i.	Site Plan Approval Fees - Others {ICI, Agricultural, etc.)	Per sq.m	N/A	\$2.00				N	Fee due at the time of Approval and based on per sq.m. of GFA. Minor Site Plan Applications and Site Plan Amendment applications are exempt	
q) ii.		Flat Fee	N/A	\$5,727.00					Fee due at the time of Approval if no GFA. Minor Site Plan Applications and Site Plan Amendment applications are exempt	
9.	Part Lot Control Applications:									
a)	Part Lot Control Application- Exemption	Flat Fee	\$5,252.00	\$5,383.00				N	Plus \$150.00 per lot/unit	
b)	Part Lot Control Application - Amendment	Flat Fee	\$5,252.00	\$5,383.00				N		
c)	Part Lot Control Application - Minor changes to conditions	Flat Fee	\$2,564.00	\$2,628.00				N		
d)	Part Lot Control Application- Extension	Flat Fee	\$2,564.00	\$2,628.00				N		
10.	Committee of Adjustment:									
a)	Consent Application	Flat Fee	\$7,906.00	\$8,134.00				N	A flat fee of \$30 incorporated in the Base Application fee	
b)	Request for Change of Condition by the Applicant	Flat Fee	\$3,953.00	\$4,052.00				N		

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Administration	For Each New Lot	\$12,963.00	\$13,287.00				N		
		For all other Conveyances	\$9,224.00	\$9,455.00				N		
d)	Application - Validate Title	Flat Fee	\$2,457.00	\$2,518.00				N		
e) i.	Minor Variance or Permission Application	Flat Fee	\$3,838.00	\$3,964.00				N	A flat fee of \$30 incorporated in the Base Application fee	
e) ii.	After the fact Minor Variance	Flat Fee	N/A	Double the Minor Variance or Permission Application fee				N	The fee is to cover stafftime associated with the research, discovery and analysis of non-complying constructions (underway or completion) that often require coordination with many departments, which is over and above the standard service, timelines and process. The fee is also intended to caution the owners and applicants to not proceed any construction without obtaining necessary approvals.	
f)	More than one variance draft plan of subdivision	Flat Fee	\$3,838.00	\$3,934.00				N	Plus \$210.00 per lot/ unit	
g)	Minor Variance or Permission Application for Oak Ridges Moraine for Sections 3.18.4 or 3.20.4 of the Zoning By-Law only	Flat Fee	\$1,920.00	\$1,968.00				N	Fee is for applications only involving variances to Sections 3.18.4 or 3.20.4 of the Zoning By-Law to permit development	
h)	Deferral fee (request by the applicant) consent or minor variance	Flat Fee	\$1,395.00	\$1,430.00				N	For each additional public hearing	
i)	Consent or Minor Variance where Land is to be Conveyed to any Public Authorities, or on which Conservation Easements are placed							N	No fee for the conveyance of consent or minor variance to any public authority or on which conservation easements are placed	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
11.	Deeming By-law Application		\$3,838.00	\$3,934.00				N		
12.	Cash-in-Lieu of Parking Payment Application:									
a)	New development, redevelopment, additions to existing buildings and changes in use on a property listed in the Town's Built Heritage Inventory	Per Parking Space	\$5,551.00	\$5,690.00				N		
b)	New development, redevelopment, additions to existing buildings and changes in use on a property not listed in the Town's Built Heritage Inventory	Per Parking Space	\$8,327.00	\$8,535.00				N		
c)	Change in use of a property only (listing in Town's Built Heritage Inventory not applicable)	Per Parking Space	\$5,551.00	\$5,690.00				N		
13.	911 Address Signs		\$47.00	\$48.00				y		
14.	Request for change and assignment of Address, Street Naming and Numbering									
a)	Request for Change of Address	Flat Fee	\$348.00	\$357.00				N	This fee applies to request for change only and does not include Addressing By-law. If an Addressing By-law is required, additional fee as per item 14(b). Not applicable to municipally addressed vacant lots or lands without an existing municipal address (e.g. unaddressed existing lots, infill lots, etc.). New Subdivisions do not fall in this category. See 14 d), e) and f) below. In case the development requires municipal addressing for more than one building on the same lot (2 or more buildings on the same lot), items a) and b) are both applicable.	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Addressing By-law to Council for Change of Address	Flat Fee	\$348.00	\$357.00				N	Addressing By-law	
c)	Addressing for lots created through Consent or for existing unaddressed single lot	Flat Fee	\$696.00	\$713.00				N	Per new lot created or addressed - includes Addressing By-law	
d)	Subdivisions - New Street Names from Town's Pre-Approved List	Flat Fee	\$348.00	\$357.00				N	Per Street Name - includes Street Naming By-law. Requires consultation with Street Naming Working Group	
e)	Subdivisions - New Street Names Proposed (Street Names not included in Town's Pre-Approved List)	Flat Fee	\$2,497.00	\$2,559.00				N	Per Street Name - includes Street Naming By-law. Requires research and consultation with Street Naming Working Group	
f)	Subdivisions - New Street Units/Lots Addressing	Flat Fee	\$49.00	\$50.00				N	Per Address/Unit/Lot/Block - includes Addressing By-law	
15.	Ontario Land Tribunal Appeal\Referral Processing	Flat Fee	\$1,054.00	\$1,080.00				N	Records preparation, compilation and dispatch to the OLT	
16.	Stouffville Secondary Plan	Per Secondary Plan	\$37.00	\$38.00				y	Hard copy print for each Secondary Plan	
17.	Official Plan	Each	\$206.00	\$211.00				y	Hard copy print	
18.	Comprehensive Zoning By-Law 2010-001-ZO	Each	\$118.00	\$121.00				y	Hard copy print	
19.	File Maintenance Fee for all Planning Applications	Per Application						y	See Town's Planning Applications File Maintenance and Closure Policy	
a)	File Maintenance Fee at six (6) months	Per Application At six (6) months	\$870.00	\$892.00				y	See Town's Planning Applications File Maintenance and Closure Policy	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	File Maintenance Fee after six (6) months and beyond	Per Application After six (6) months and beyond	\$1,745.00	\$1,789.00				y	The fee will be collected to a maximum of 24 months. The application would be closed in accordance with the Town's Planning Applications File Maintenance and Closure Policy and a new application will be required with the current applicable fees.	
20.	Site Plan Agreement and Development Agreement maintenance fee - If executed copies are not returned to the Town by the Owner/Applicant after the issuance of the final copy of the Agreements for execution	Per Agreement	\$555.00	\$569.00				N	Beyond 6 months and every 6 months thereafter	
21.	Request for various studies from previous applications or projects and Municipal Staff cost recovery for non-planning application requests	Per study request or number of studies obtained through information search	Loaded Hourly rate for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies	Loaded Hourly rate for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies				N	Loaded Hourly rate for information search plus the cost of copying per sheet as per Schedule L of the Town's Fees and Charges By-law for paper copies Others: Potential purchasers of properties where inquiries are over and above zoning information (typically with larger properties or ongoing applications), information letter for complex inquiries, property information reports, any others as deemed applicable by the Director of Development Services and his/her designate	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
22.	GIS Map Request	Per map requested	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E -\$32 Arch D -\$27 Tabloid -\$15 Legal and Letter-\$10 Town Street Maps Town Street Map - Large Format -\$32 Street Index - Map Book- \$155 Street Index - Map Book- Individual Pages - See rates above based on size	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E -\$32 Arch D -\$27 Tabloid -\$15 Legal and Letter-\$10 <u>Town Street Maps</u> Town Street Map - Large Format -\$32 Street Index - Map Book- \$155 Street Index - Map Book- Individual Pages - See rates above based on size				N	Loaded Hourly rate plus the cost of production of map (paper copies) Arch E -\$32 Arch D -\$27 Tabloid -\$15 Legal and Letter-\$10 Town Street Maps (Loaded hourly rates not applicable as these standard costs for maps that do not require customization) Town Street Map -Large Format -\$32 Street Index - Map Book-\$155 Street Index - Map Book- Individual Pages - See rates above based on the size	
23.	Heritage Planning: Preliminary Evaluation Report for Buildings listed on the Town's Built Heritage Inventory	Flat Fee	\$1,089.00	\$1,116.00				N	Prepared by Town staff, at the request of the Owner or applicant, for properties listed in the Town's Built Heritage Inventory that may be exempted from Cultural Heritage Impact Assessment, as determined by staff and subject to the discretion of staff's opinion and availability (For properties that do not require extensive research)	
24.	Application to Establish Legal Non-Conforming Uses	Flat Fee	\$1,500.00	\$1,538.00				N	Fee to cover the cost for Application to Establish a Legal Non-Conforming Use	

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
25.	Municipal Water Supply and Sewage Allocation	Flat Fee		\$1000.00					See "Municipal Water Supply and Sewage Allocation By-law" By-law 2026-051-RE To cover Development Planning and Development Engineering staff time for intake, review and processing of the Request. The fee shall be split between Development Services and Engineering Public Works.	New
a)	Application for Capacity Availability Review Request (CARR) – if submitted prior to the formal Planning Act Application							N		New
b}	Application for Capacity Availability Review Request (4-10 additional residential units)	Flat Fee		\$400.00				N	See "Municipal Water Supply and Sewage Allocation By-law" By-law 2026-051-RE To cover Development Planning and Development Engineering staff time for intake, review and processing of the Request. The fee shall be split between Development Services and Engineering Public Works.	New
c)	First or Second Extension for Reserved or Committed Allocation (Planning Act Application Required)			\$ 500.00				N	See "Municipal Water Supply and Sewage Allocation By-law" By-law 2026-051-RE	New
d)	First or Second Extension for Reserved or Committed Allocation (4-10 residential units)			\$ 200.00				N	See "Municipal Water Supply and Sewage Allocation By-law" By-law 2026-051-RE	New

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "G"

SERVICE AREA: TAX AND REVENUE

FINANCE SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
2.	Certificates:									
a)	Combined Tax and Water Certificates	Per Account	\$112.00	\$115.00				N	Verbal Information provided once certificate is produced (up to 3 months from date of certificate)	
3.	Account Details:									
a)	Property Tax Bill Reprint	Each	\$21.00	\$22.00				N	This fee pertains to second and subsequent reprint requests. The first reprint is free of charge.	
b)	Water Bill Reprint	Each	\$21.00	\$22.00				N	This fee pertains to second and subsequent reprint requests. The first reprint is free of charge.	
c)	Water Statement of Account - Summary	Per Account	\$16.00	\$16.00				N	Summary Page only	
d)	Water Statement of Account - Detailed	Per Account	\$41.00	\$42.00				N	Includes Transaction History	
e)	Tax Statement of Account - Summary	Per Account	\$16.00	\$16.00				N	Summary Page only	
f)	Tax Statement of Account - Detailed	Per Account	\$41.00	\$42.00				N	Includes Transaction History	
g)	Mortgage Company - Status of Account	Each Roll	\$16.00	\$16.00				N	Total taxes owing at time of request	
h)	Mortgage Company - Detailed Statement	Each Roll	\$46.00	\$47.00				N	Breakdown of taxes owing by instalment/year	
4.	Account Analysis:									
a)	Water Account Analysis/Research (1 hr min.)	Per Hour	\$46.00	\$47.00				N	Fee for analysis of water account	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "G"

SERVICE AREA: TAX AND REVENUE

FINANCE SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Property Tax Account Analysis/Research (1 hr min.)	Per Hour	\$46.00	\$47.00				N	Fee for analysis of tax account	
c)	Refund Credit Balance Status Fee	Per Tax Year	\$31.00	\$32.00				N	A fee for professional representatives acting on behalf of the taxpayer who are requesting a refund transfer credit balance status. (i.e. Tax Appeals)	
5.	Water Account Fees:									
a)	Final Read/New Account Setup Fee	Per Meter	\$75.00	\$77.00				N	Purchasers cost - to read water meters on closing	
b)	Additional Account Changes	Per Account	\$41.00	\$42.00				N	Including change of name, address, tenants etc.	
c)	Overdue Water Accounts	Per Account						N	A 1.25% penalty shall be applied on accounts balances outstanding the first day of each month.	
d)	Adding Water Arrears to Tax Roll	Per Account	\$36.00	\$37.00				N	(Arrears added to Tax Roll will be charged interest at a rate of 1.25% per month.)	
e)	Outside Collection Administration Charge	Per Account	\$36.00	\$37.00				N		
6.	Tax Sale Costs:									
a)	First Notices - 3 Years Arrears Important Notice	Each	\$58.00	\$59.00				N	Administration fee (including title search)	
b)	Final Letter prior to Registration	Each	\$174.00	\$178.00				N	Administration fee (including title search and registered document fees)	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "G"

SERVICE AREA: TAX AND REVENUE

FINANCE SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Preparation: Set up files and prepare for tax registration	Each	Actual Cost	Actual Cost				N		
d)	Tax Registration: Includes preparing and registering a cancellation Certificate, if required)	Each	Actual Cost	Actual Cost				N		
e)	Cancellation Certificate for Pre-existing Tax Arrears Certificate	Each	Actual Cost	Actual Cost				N		
f)	Notices under the Farm Debt Mediation Act	Per Addressee	Actual Cost	Actual Cost				N		
g)	Notices under the Bankruptcy Act	Per Addressee	\$78.00	\$80.00				N		
h)	Additional Farm Debt Notices or Bankruptcy Notices, if required	Each	Actual Cost	Actual Cost				N		
i)	Execution Searches (Sheriff's Certificates)	Per Name	Actual Cost	Actual Cost				N		
j)	Copies of Executions (Writs of Seizure and Sale	Each	Actual Cost	Actual Cost				N		
k)	Corporate Searches	Each	Actual Cost	Actual Cost				N		
l)	Additional First Notices, if required	Each	Actual Cost	Actual Cost				N		
m)	Final Notices (includes updating title search)	Each	Actual Cost	Actual Cost				N		
n)	Final Notices, plus per Notice	Each	Actual Cost	Actual Cost				N		
o)	Additional Notices, if required	Each	Actual Cost	Actual Cost				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "G"

SERVICE AREA: TAX AND REVENUE

FINANCE SERVICES COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
p)	Extension Agreement (includes preparation of by- law and report to Council)	Each	\$349.00	\$358.00				N		
q)	Tax Sale (does not include cost of advertisements or the cost of a survey, if needed)	Each	Actual Cost	Actual Cost				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "H"

SERVICE AREA: GENERAL

FIRE AND EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Request - Fire Report	Per Report	\$142.00	\$146.00				Y		
2.	Request - Investigation Report	Per Report	\$284.00	\$291.00				Y		
3.	File Search	Per Request	\$142.00	\$146.00				Y		
4.	Yearly Burn Permit	Per Request	\$50.00	\$51.00				Y		
5.	Oversized 5-Day Burn Permit	Per Request	\$55.00	\$285.00				Y	Oversized 5 Day burn permit fee including inspection fee	
6.	Fireworks Permit, Pyrotechnics/Display	Per Request	\$142.00	\$146.00				Y		
7.	Request - Apartment/Office Inspection	Per Inspection	\$228.00	\$234.00				Y		
8.	Request-Industrial Inspections-Single Unit	Per Single Unit	\$228.00	\$234.00				Y		
	Request-Industrial Inspections-each additional	Additional Units	\$112.00	\$115.00				Y		
9.	Request- LLBO Inspection	Per Inspection	\$192.00	\$197.00				Y		
10.	Request - Day Care, Day Nursery, Home	Per Inspection	\$192.00	\$197.00				Y		
11.	Request Inspections - OTHER	Per Request	\$228.00	\$234.00				Y		
12.	Fire Safety Plan Review	Initial Submission	\$207.00	\$212.00				Y		
13.	Risk Safety Management Plan	Per Submission	\$73.00 per hour (minimum one hour)	\$75.00 per hour (minimum one hour)				Y		
14.	Review of Plans, Site Visits, Meetings	Per Item	\$73.00 per hour (minimum one hour)	\$75.00 per hour (minimum one hour)				Y		
15.	Review of Pre-consultation and CAPP Phase 2 and 3 Site Plan Applications	Per application	\$250.00	\$256.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "H"

SERVICE AREA: GENERAL

FIRE AND EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
16.	Review of Site Plan Application	Per application	\$500.00	\$513.00				Y		
17.	Review of Minister Zoning Order	Per application	\$1,500.00	\$1,538.00				Y		
18.	Review of Draft Plan of Subdivision	Per application	\$1,500.00	\$1,538.00				Y		
19.	Fire Route Application, Site Inspection & Approval	Per Site	\$228.00	\$234.00				Y		
20.	Additional Rental Units (to achieve compliance with Registration by-law) Inspection & Approval	Per Site	\$568.00	\$582.00				Y		
21.	Highway Incidents (under authority of the Ministry of Transportation)	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N	Per Apparatus As Established by the Ministry of Transportation **20% Admin cost to a maximum of \$350 per incident	
		Each Additional ½ hr	\$279.93	\$285.25						
22.	Motor Vehicle Incidents	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N		
		Each Additional ½ hr	\$279.93	\$285.25						
23.	Attending a False Alarm after second and subsequent alarms within a 12 month period	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N		
		Each Additional ½ hr	\$279.93	\$285.25						
24.	Attendance of each fire apparatus needed to extinguish or control Open Air Burning	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N		
		Each Additional ½ hr	\$279.93	\$285.25						

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "H"

SERVICE AREA: GENERAL

FIRE AND EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
25.	All Hazardous Materials Calls - All Materials used, lost or damaged	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N	Per Apparatus As Established by the Ministry of Transportation **20% Admin cost to a maximum of \$350 per incident	
		Each Additional ½ hr	\$279.93	\$285.25						
26.	All Gas Line/Watermain Breaks that are caused by Human Error - All Materials used, lost or damaged	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N		
		Each Additional ½ hr	\$279.93	\$285.25						
27.	Attendance of each apparatus and staff needed for a special event	Per Vehicle (1st hour or part thereof)	\$670.00	\$855.75			20%	Y	Current MTO rate per apparatus & personnel/ hour x 1.5 to cover staff overtime plus any costs to Whitchurch-Stouffville Fire and Emergency Services	
		Each Additional ½ hr	\$335.00	\$427.88						
28.	Indemnification Technology - Fire Marque		See Description	See Description				Y	Current MTO rate per apparatus & personnel/ hour plus any costs to Whitchurch-Stouffville Fire and Emergency Services or the Town of Whitchurch-Stouffville for each and every call	
29.	Duties as authorized under the Establishing & Regulating By-Law & the Fire Protection and Prevention Act, 1997. That would include but not limited to fire investigation services, hoarding remediation and property security.	Per Event					20%	Y	Rates vary dependent upon services provided	
30.	Provide and install smoke and / or carbon monoxide alarms / lock boxes	Cost of smoke and / or carbon monoxide alarm / lock box						Y	Cost recovery	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "H"

SERVICE AREA: GENERAL

FIRE AND EMERGENCY SERVICES

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
31.	Classroom Rental	Per Day	\$443.00	\$454.00				Y		
32.	Trade Shows, Festivals. Special Functions	Per Event	\$73.00 per hour (minimum one hour)	\$75.00 per hour (minimum one hour)				Y	\$75.00 per hour to align with actual costs	
33.	Practical Extinguisher Training	Per 1 hour session up to 20 persons using department equipment	\$253.00	\$259.00				Y		
		Additional sessions for groups/ businesses requiring more than 1 session	\$110.00	\$113.00				Y		
34.	Fire Response for Non-permitted Uses (zoning infractions, event centres etc.)	Per Vehicle (1st hour or part thereof)	\$559.86	\$570.50			20%	N		
		Each Additional ½ hr	\$279.93	\$285.25			20%	N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Town's Consent to Transfer or Charge (Land Titles Act, s.118)	Each	\$175.00	\$179.00				N		
2.	Legal fees & disbursements for the registration and/or removal of each Order	Each	\$597.00	\$612.00				Y	In addition to any other fees payable relating to to the infraction	
3.	Subdivision Agreement	Each	\$13,928.00	\$14,276.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
4.	Amendment to Subdivision Agreement	Each	\$4,236.00	\$4,342.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
5.	Pre-Servicing (Earthworks) Agreement	Each	\$3,028.00	\$3,104.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	Revised Description

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Servicing Agreement	Each	\$2,423.00	\$2,484.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	Revised Description
7.	Temporary Sales Centre Agreement	Each	\$1,745.00	\$1,789.00				Y	Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
8.	Temporary Model Home(s) Agreement	Each	\$3,633.00	\$3,724.00				Y	Per each model home unit. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
9.	Minor Encroachment Agreement	Each	\$1,337.00	\$1,370.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"**

SERVICE AREA: LEGAL

OFFICE OF THE CAO[illegible]

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
a)	Site Plan Agreement (simple)	Each	\$3,253.00	\$3,334.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
b)	Site Plan Agreement (complex)	Each	\$5,551.00	\$5,690.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
15.	Development Agreement	Each	\$2,220.00	\$2,276.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
16.	Development Letter of Undertaking	Each	\$597.00	\$612.00				Y	In addition to any other applicable departmental fees quoted in this by-law.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
17.	Development Charges Act Agreement	Each	\$5,551.00	\$5,690.00				Y	Agreements entered into pursuant to the Development Charges Act, or in connection with Development Charge eligible projects. In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
18.	Amending Agreements:									
a)	Site Plans	Each	\$1,375.00	\$1,409.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
b)	Development	Each	\$1,375.00	\$1,409.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
19.	Consent or Minor Variance where Land is to be Conveyed to any Public Authorities, or on which Conservation Easements are placed.		Time billed at an hourly rate plus disbursements	Time billed at an hourly rate plus disbursements				Y	Time to be billed at the hourly rate quoted in this Schedule, together with any disbursements.	
20.	Simple Miscellaneous Agreement (minimum)	Each	\$1,570.00	\$1,609.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
21.	Complex Miscellaneous Agreement (minimum)	Each	\$13,928.00	\$14,276.00				Y	In addition to any other applicable departmental fees quoted in this by-law. Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
22.	Fill/Site Alteration Agreements and Amendments:									
a)	Under 4,000 m³	Each	\$1,816.00	\$1,861.00				Y	In addition to the applicable fees quoted in Schedule "F". Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	Revised Description

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"

SERVICE AREA: LEGAL

OFFICE OF THE CAO

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Over 4,000 m³	Each	\$9,085.00	\$9,312.00				Y	In addition to the applicable fees quoted in Schedule "F". Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	Revised Description
23.	Demolition Deferral Agreement	Each	\$2,423.00	\$2,484.00				Y	In addition to the applicable fees quoted in Schedule "E". Additional fees shall be applicable, in Staff's discretion acting reasonably, at Staff's hourly rate where an agreement has been sent for execution and the applicant requests multiple amendments resulting in the preparation of more than 2 execution versions.	
24.	Conditional Building Permit Agreement:									
a)	Residential	Each	\$3,633.00	\$3,724.00				Y	Plus \$1,000.00 per dwelling unit, to a maximum amount as per the CBO, and in addition to any other applicable departmental fees quoted in this by-law.	Revised Description
b)	Non-residential	Each	\$7,267.00	\$7,449.00				Y	Plus \$1,000.00 per 10,000 sq ft or part thereof, to a maximum amount as per the CBO, and in addition to any other applicable departmental fees quoted in this by-law.	Revised Description
25.	Legal File Maintenance Fee at three (3) months	Per Agreement	\$509.00	\$522.00				Y	Applicable when a finalized agreement has been sent to the applicant for execution, but the agreement remains unexecuted for a period of three (3) months or more, where amendments to the agreement become necessary due to the delay in execution.	
26.	By-law registration fees	Each	\$418.00	\$428.00				Y		

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "I"**

SERVICE AREA: LEGAL

OFFICE OF THE CAO[illegible]

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "J"**

SERVICE AREA: COMMUNITY SERVICES

Fees and charges are governed by the Community Services User Fee Schedule and associated User Fee Policy.

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "K"

SERVICE AREA: GENERAL

CORPORATE WIDE

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Photocopies: (8.5"x11", 11"x14", 11"x17")									
a)	Black and White	Per Page	\$0.07	\$0.07				Y	Charge for additional staff time for Information Search may apply.	
b)	Colour Copies	Per Page	\$0.64	\$0.66				Y		
2.	Large Scale Copies: (24"X36")									
a)	Black and White	Per Page	\$2.27	\$2.33				Y	Charge for additional staff time for Information Search may apply.	
b)	Colour Copies	Per Page	\$22.74	\$23.31				Y		
3.	Corporate Administrative		20%	20%				N	% of Actual Cost, where applicable	
4.	Responding to requests for non-listed, non-prescribed or outside Municipal Services	Each	Actual Cost	Actual Cost			Corp Admin Fee	Y	Actual Cost plus Corporate Administrative Fee as defined under Schedule K, item 3	
5.	External Reproduction of Plans	Cost of Reproduction	Cost	Cost			Corp Admin Fee	Y	Actual Cost plus Corporate Administrative Fee as defined under Schedule K, item 3	
6.	Information Search	Hourly					Corp Admin Fee	Y	Hourly rate plus Corporate Administrative fee as defined under Schedule K, item 3. Used to cover staff time where other fees do not apply.	
7	IT Support	Each	N/A	\$300.00				Y		New

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1. Site Alteration Fees, Deposits and Securities (except where exempt by By-law 2019-068-RE):										
a)	For Minor Site Alterations of less than 450m³ on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$174.00	\$450.00				N	Sites less than 450m³, plus legal fees in Schedule "J"	Revised
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$1,163.00	\$1,192.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc. Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop, and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume.	\$11.10	\$11.38				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.14	\$1.17				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	For Small Site Alterations of less than 1,500 m³ on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$1,279.00	\$1,311.00				N	Sites less than 1,500 m³, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$4,745.00	\$4,864.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc.	
		Plus, Flat fee per m³ of total cut and fill site alteration volume.	\$1.14	\$1.17					Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop, and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume. (Per Application)	\$5.55	\$5.69				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.14	\$1.17				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$582.00	\$597.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	For Medium Site Alterations of less than 4,000 m³ on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$2,035.00	\$2,086.00				N	Sites of 4,000 m³, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$4,745.00	\$4,864.00			20%	N	Deposit to cover the cost of consultants, inspections, audits and any other application specific technical, legal and support services, etc.	
		Plus, Flat fee per m³ of total cut and fill site alteration volume.	\$1.14	\$1.17					Cash Deposit Account must be replenished upon request of the Town. Peer Review and Application processing will stop if the account is exhausted. Permit Administration and oversight will stop, and the Permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Flat Fee per m³ of a total cut and fill site alteration volume.	\$5.68	\$5.83				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law. If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	
iv.	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m³	\$1.31	\$1.34				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$757.00	\$776.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
d)	For Large Site Alterations of 4,000m3 or greater on any one property:									
i.	Application Fee (Due at Application Submission Time)	Flat Fee (Per Application)	\$3,024.00	\$3,100.00				N	Sites of \$4,000 m³ or greater, plus legal fees in Schedule "J"	
ii.	Cash Deposit (Due at Application Submission)	Flat Fee (Per Application)	\$11,864.00	\$12,161.00			20%	N	Deposit to cover the cost of staff time, consultants, inspections, audits and any other application technical, legal and support services, etc.	
		Plus, Flat fee per m³ of total cut and fill site alteration volume to a maximum of \$102,000	\$1.14	\$1.17					Peer Review and Application processing will stop, and the permit may be revoked if the account is exhausted. Permit Administration and oversight will stop, and the permit may be revoked if the account is exhausted.	
iii.	Security Deposit (Due at Permit Issuance)	Annual Deposit	\$59,315.00	\$60,798.00				N	Letter of Credit or cash held by the Town that may be used at the Town's discretion to address the failure to comply with an Order. The Town may access the Security Deposit to retain professional services or contractors to conduct work to achieve compliance with an Order made under the Site Alteration and Fill By-law.	
		Plus, Fee per m³ of a total cut and fill site alteration volume from previous year (estimated in first year)	\$1.14	\$1.17				N	If the Town draws upon the Security Deposit, the Owner will top up the Security Deposit upon request of the Town.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
iv	Volumetric Fee (Municipal Service Fee) (Due at Permit Issuance)	Per m ³	\$1.31	\$1.34				N	Volumetric Fees do not apply to all material to be used during the site alteration, if the material is not imported or exported using public roads.	
v.	Permit Renewal Fee	Flat Fee	\$757.00	\$776.00				N		
e)	Fill Management Plan Amendment Fee	Flat Fee	\$1,163.00	\$1,192.00				N		
f)	Site Alteration Violation and Investigation Fee	In any situation where work or activities have been undertaken for which a Permit is required in accordance with the Site Alteration and Fill By-law but was not obtained, a Site								
g)	Site Alteration Repeat Violation and Investigation Fee	In any situation where work or activities have been undertaken for which a Permit is required in accordance with the Site Alteration and Fill By-law but was not obtained, a Site Alteration and Fill By-law Violation and Investigation Fee shall be paid in addition to the fee noted above (as listed in Schedule "F", Item 1. (f)). The Site Alteration Violation and								
h)	Overfill Violation Fee	Per m ³ of excess fill brought into the site above the Town approved volume or elevation	\$22.20	\$22.76				N	Fee to deal with fill issues on overfilled sites beyond the Town approved volume or elevation on the Fill Management Plan. Any fill imported or moved onto a property without approval will be considered overfill. This fee will be charged at the discretion of Director of Development Services.	
i)	Drone Investigation Survey Fee	Hourly	\$332.69	\$341.01				Y	Survey costs associated with site alterations, developments, rural buildings and other investigation surveys (pre-condition site surveys, by-law enforcement, etc.). Surveys will be carried out prior to and upon completion of the fill importation.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
j)	Drone Survey Processing Fee	Hourly	\$167.00	\$171.00				Y	Processing of survey data associated with site alterations, developments, rural buildings and other investigation surveys (pre-condition site surveys, by- law enforcement, etc.). Data processing will be carried out prior to and upon completion of the fill importation.	
k)	Survey Volumetric Fee (Municipal Service Fee)	Per m³ of imported or exported fill	\$0.02	\$0.02				N	Volumetric fee (Municipal Service Fee) charged for all imported or exported material for all site alterations, developments, and rural buildings.	
l)	Excess Soil Movement Fee for Developments	Per m³ of imported or exported fill	\$0.94	\$0.97				N	Volumetric fee (Municipal Service Fee) to be charged for all excess soils moved in development projects.	
2.	Review Deposit / Fees - Legal / Engineering / Hydrology / Geotechnical / Landscape and other consultant costs		Cost of Service	Cost of Service			20%	N	Cost to cover staff time (loaded rate), consultants, inspections, audits and any other application specific technical, legal and support services, etc. An Administration Fee of 20% will be applied to all Consultant Costs.	
									Will be used for complex or large development applications and for other work beyond the technical expertise of Town staff.	
									Deposits may be taken or topped up at the request of the Town Engineer or Designate based on the estimate. At all times there shall be a deposit of \$10,000 or 3.5% of the estimated construction cost, whichever value is greater.	
3.	Municipal Staff Cost Recovery		Cost of Service	Cost of Service			20%	N	Loaded Hourly Rate plus Corporate Administrative overhead of 20% will be used to cover staff time where other fees do not apply. Shall be drawn from the Review Deposit.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
4.	Residential Grading Fee	Flat fee Per Dwelling Unit	\$611.00	\$626.00				N		
5.	Engineering Review and Inspections of Site Plans:									
a)	Engineering Inspections of Site Plans for release of securities. Due at the time of the planning application submission.	Flat Fee	\$3,500.00	\$3,588.00				Y	Assumes 2 inspections. Additional inspections will be carried out at 1/2 the rate approved by Council.	Revised
b)	Major Site Plans Residential => 3 units or lots Site Area => 0.5 ha	Cost per Engineering Submission	\$1,600.00	\$1,640.00				Y	Engineering review of site plans, zoning or OPAs.	
c)	Minor Site Plans Residential < 3 units or lots Site Area < 0.5 ha	Cost per Engineering Submission	\$1,100.00	\$1,128.00				Y	Engineering review of site plans, zoning or OPAs.	
6.	Engineering Review - Grading and Servicing Drawings of Consent Applications, due at the time of the planning application submission	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Additional reviews will be charged 1/3 of the rate approved by Council.	
7.	Engineering Inspections of Consent Applications, due at the time of the planning application submission	Flat Fee	\$1,284.00	\$1,316.00				Y	Assumes 2 inspections for Consent Applications. Additional inspections will be charged 1/2 of the rate approved by Council.	
8.	Engineering Review of Development, and other miscellaneous documents including but not limited to MOUs, Oak Ridges Moraine letters for MECP/York Region compliance and Draft Plan clearance letters.	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$300 / review. Fee may be paid by cheque or be collected from the development deposit accounts including, Subdivision, Site Plans and Condominium Plans.	
9.	Engineering Review of Earthworks, Servicing, Subdivision or Development Agreements	Flat Fee	\$2,855.00	\$2,926.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Additional reviews and staff time where meetings are required will be charged at the Loaded Hourly Rate plus Corporate Administrative overhead of 20%. Additional fees to cover staff time will be drawn from the Review Deposit.	Revised
10.	Engineering Review of Temporary Sales Centre and Model Home Agreement	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$315 / review	Revised

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
11.	Engineering Review of Capital Project Development Charge Agreements	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$315 / review	Revised
12.	Engineering Review of Site Plan Agreement:									
a)	Site Plan Agreement	Flat Fee	\$930.00	\$953.00				Y	Assumes 1 detailed reviews and 1 approval review by Engineering. Further review or amendments will require an additional fee of \$615 / review.	Revised
13.	Engineering Review of Site Alteration Agreement	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review or amendments will require an additional fee of \$314 / review	Revised
14.	Administration Fees for Site Plans and Subdivision after Approval (Management / Non-technical Administrative Costs)	Percentage of construction cost	1.00%	1.50%				Y	To be paid with the Site Plan Agreement, Pre-servicing, Servicing, Development, and / or Subdivision Agreement. (Administration fees will not be double counted for successive agreements)	Revised
15.	Renewal Fee for Subdivisions	Flat Fee	\$1,745.00	\$1,789.00				Y	Annual renewal of subdivision after five years (normal time frame for assumption). Can be paid by cheque or by drawing on the Review Deposit.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
16.	Signing of M-Plans	Flat Fee	\$1,163.00	\$1,192.00				Y	Plus staff time for review. Can be paid by cheque or by drawing on the Review Deposit.	
17.	Signing of Plans of Condominium	Flat Fee	\$1,163.00	\$1,192.00				Y		
18.	Signing of Schedules and Neighbourhood Information Plans (NIPs)	Flat Fee	\$1,163.00	\$1,192.00				Y		
19.	Administration Fee - Private Developers		Cost of Goods and Services	Cost of Goods and Services			50%	N	Applies to all recoverable (force account) work completed on behalf of developers. Administration fee will be applied on the tender price and consulting services for the recoverable work in addition to the loaded hourly rate charged for the project.	
20.	Cease Work Fee	Per Day	\$11,632.00	\$11,923.00				N	Daily charge after a cease work order has been issued by the Town. To be drawn on the development security held by the Town.	
21.	Pre-Consultation Fees									
a)	Pre-Consultation Fees	Flat Fee	\$1,135.00	\$1,163.00				N	Cost for engineering involvement for review of pre- consultation application and one meeting. Applicant will be charged the rate approved by Council for any additional meetings.	
b)	Pre-Consultation Fees (Consent Applications)	Flat Fee	\$568.00	\$582.00				N	Cost for engineering involvement for review of pre- consultation application and one meeting. Applicant will be charged the rate approved by Council for any additional meetings.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "L"

SERVICE AREA: ENGINEERING

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
22.	Engineering Review of Minor Variance Applications	Flat Fee	\$930.00	\$953.00				Y	Assumes 2 reviews and 1 approval review by Engineering. Further review will require an additional fee of \$600 / review.	
23.	Earthworks, Servicing or Subdivision Agreement maintenance fee - If executed copies are not returned to the Town by the Owner/Applicant after the issuance of the final copy of the Agreements for execution	Per Agreement	\$722.00	\$740.00				N	Beyond 6 months and every 6 months thereafter	
24.	Site Access Violation Fee	Per Violation	\$1,110.00	\$1,138.00				N	Charge for developers and other property owners that have agreements with the Town to prevent them from using prohibited roads (including but not limited to Main Street, Bethesda Road, surface treated roads, collector roads and local roads within the Town. The prohibited roads will be listed in the developer / property owner agreements with the Town. Developers and other property owners will be asked to provide a deposit of \$10,000 for subdivisions. The deposit will be refunded if the developers and other property owners do not violate the terms of their agreements with the Town over the use of the prohibited roads as listed above.	
25.	Routine Disclosure	Each plan, file, drawing or record	N/A	\$97.00				N	Copies/Reproduction of plans extra (refer to Schedule "L").	New

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "M"

SERVICE AREA: ADMINISTRATION AND ROADS

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Cost Recovery Administration Fee:									
a)	Administration Fee - Private Developers and Contractors		20%	20%				N	Applies to all recoverable work provided to Developers, Contractors	
b)	Administration Fee - Residents		10%	10%				N	Applies to all recoverable work provided to residents only	
c)	Construction Investigation: (commencement of work prior to the issuance of a Permit)	Wherever any work for which a permit is required and has commenced without the authorization of a permit, an "Investigation and Administration" fee shall be paid in addition to all other fees payable. This fee shall be 200% of the Applicable Permit Fee, plus any additional staff time or usage of Town or contracted resources charged at 200% of actual					Y	N	Applies for Encroachment permits, Road Occupancy Permits, Permits to Connect (water & sewer), road closures or any other Public Works related permit	
d)	Review of Development Applications	Hour	\$67.00	\$69.00				N	Applies to Operations Staff review of site plans, subdivisions, municipal consents, assumption inspections	
2.	Encroachment Permits / Agreements:									
a)	Application Fee	Each	\$63.00	\$65.00				N	Application fee for technical review. Non-refundable.	
b)	Minor Encroachment Permit	Each	\$135.00	\$138.00				N	New entrances, driveway widening, landscaping etc.	
c)	Major Encroachment Permit or Agreement	Each	\$1,852.00	\$1,898.00				N	Permanent Structures (Plus Admin & Legal Fees - See Schedule "J")	
d)	Curb Cut for Driveway, or installation of driveway culvert	Each	Actual Cost	Actual Cost			Y	N	Curb cut or culvert installation for new entrance or driveway widening with Encroachment Permit (Entrance Permit). A deposit of \$500 required prior to commencement of work. Actual cost plus admin fee taken from deposit and remaining deposit refunded upon completion of work.	
3.	Municipal Consent Application Fee (Utility Companies):	Each	\$494.00	\$506.00				N		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "M"

SERVICE AREA: ADMINISTRATION AND ROADS

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
4.	Road Occupancy Permit:									
a)	Application Fee	Each	\$63.00	\$65.00				N	Application fee for technical review. Non-refundable.	
b)	Installation of Utility - With Municipal Access Agreement or Municipal Franchise Agreement (Utility Companies)	Each	\$65.00	\$67.00				N	No Application Fee Required if Covered by Annual Administration Fee in the Municipal Access Agreement.	
c)	Installation of Utility - No Municipal Access Agreement (Utility Companies), Private Contractors working in Road Allowance, Storage of Materials or Equipment on Road Allowance, and/or Filming	Each	\$185.00	\$190.00				N	Application Fee required. Permit covers construction/excavation activities, storage, filming or vendor sidewalk usage in the Road Allowance. Area Based Occupancy Fee or Lane Closure fee apply (with the exception of storage of materials). Road Damage Security Deposit is required.	
d)	Road Occupancy Permit Renewal	Each	\$65.00	\$67.00				N	Renewal conditions as identified on the original permit issued. Permits are valid for 15 days from project start date provided on road occupancy permit application.	
e)	Area Based Occupancy Fee	Per square metre/day	\$0.58	\$0.60				N	Applies to long-term occupation of roads (24 hours or longer in duration), boulevards, sidewalks and on-street parking spaces for the duration of building or construction related activities.	
f)	Lane Closure Fee	Per linear metre/hour	\$0.17	\$0.18				N	Short-term lane closures (shorter than 24 hours in duration) associated with construction. Applies to each lane of the roadway closed or occupied.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "M"

SERVICE AREA: ADMINISTRATION AND ROADS

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
g)	Aerial Crane Trespass Fee	Per day	\$24.43	\$25.04				N	Aerial Cranes or Tower Cranes encroaching municipal lands or Road Allowances (Air Rights),and any Aerial Crane greater than 10-metres in height. Deposit of twice the estimated time the crane will be present is payable at the time of Building Permit issuance with Construction Access Application. Balance refunded upon removal of crane	
h)	Construction Access Application with Building Permit	Each	\$63.00	\$65.00				N	Road Damage Deposit is required with all Building permits, Demolition Permits, and Pool Enclosure Permits; except minor permits such as: interior work, accessory buildings and decks. Note: The Construction Access Application Fee is paid at the time Building Permit(s) are applied for. The Application Fee recovers costs for Public Works Staff Review and Inspection during construction. Additional Road Occupancy or Encroachment Permits and Fees may apply.	
i)	Traffic Count Equipment Occupancy Permit	Annually	\$333.00	\$341.00				N	For traffic counting equipment road occupancy. Applicant is required to report all locations being utilized prior to equipment being set up once fee is paid.	
5.	Road Occupancy Damage Security	Each	\$1,000.00	\$1,025.00				N	Minimum Cash Security required. Applicable to: storage of materials, construction Access with Building Permit, fill permit etc. Additional Security may be required for Site Plan, Development, fill permit etc.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "M"

SERVICE AREA: ADMINISTRATION AND ROADS

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
6.	Temporary Road Closure - Community Events Requiring Road Closure with Permit:									
a)	Neighbourhood Event Permit Application	Each Event	\$107.00	\$110.00				N	Private Neighbourhood Event Application Fee. No Road Occupancy Permit Feerequired.	
b)	Special Event requiring Permit Application requiring a Road Closure and Road Occupancy Permit									
i.	Special Event requiring Road Closure Permit	5km Race/Walk	\$185.00	\$190.00				N	Event Application and Review Applies to: Race/Walk Parades, Festivals and Events Requiring Road Closure.	
ii.		Each								
iii.		Special Events Requiring Road Closure								
iv.	Large scale closure, installation of parking restrictions, signage and monitoring during events	Hour	\$325.00	\$333.00			10%	N	Cost to cover staff, equipment and materials to set up, monitor and removal of road closures	
v.	Small scale closure, installation of parking restrictions, signage and monitoring during events	Hour	\$90.00	\$92.00			10%	N	Cost to cover staff, equipment and materials to set up, monitor and removal of road closures	
c)	Race/Walk Parades, Festivals and Events Requiring Road Closure	Hour	\$650.00	\$666.00			10%	N	Staff & Vehicle/Equipment Time and Paid Duty Police (as required by the Town) for Set-up and Removal	
d)	Barricades & Traffic Control Sign Supply	Each	\$5.00	\$5.00				N		
e)	Closure Notice Signage	Each	Actual Cost	Actual Cost			Y	N	Cost for all Closure Notice signs provided by the Town	
7.	Community Event Banner:									
a)	Installation of Community Event Banner	Each	\$370.00	\$379.00				Y	Fee includes recovery of costs to put up and take down banner. Additional Fee for replacement of damaged banners.	
b)	Emergency Removal of Banners	Hour	Actual Cost	Actual Cost				Y	Removal damaged banner - Contractor Call-out Costs	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "M"

SERVICE AREA: ADMINISTRATION AND ROADS

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
c)	Main St Streetlight Banners	Per Pole	\$6.54	\$6.70				Y	Installation and removal of streetlight pole banners on Main St between Albert St & Park Dr. Minimum charge \$225	
8.	Stormwater Rate:									
a)	Residential	Each	\$37.00	\$38.00				N	Annual rate for each residential property serviced by municipal water and sanitary sewer services	
b)	Commercial, Industrial and Multi-residential	Each	\$142.00	\$146.00				N	Annual rate for each commercial, industrial and multi-residential property serviced by municipal water and sanitary sewer services	
9.	Drawings and Traffic Count Requests:									
a)	Traffic Counts	Each	\$87.00	\$89.00				Y	Per location. Digital only.	
b)	Drawing Requests - First Drawing	Each	\$57.00	\$58.00				Y	Provide as-constructed drawings to external clients. For first drawing only, each additional drawing as per item 9 c). Digital format only. Utility companies are exempt from this fee	
c)	Drawing Requests - Each additional Drawing	Each	\$5.44	\$5.58				Y	Provide as-constructed drawings to external clients. First drawing as per item 9 b). Digital format only. Utility companies are exempt from this fee	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "N"

SERVICE AREA: WASTE MANAGEMENT

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods / Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	User Pay Garbage Stickers	Each	\$3.00	\$3.00				N		
2.	Green Bins	Each	\$39.00	\$40.00				Y		
3.	Kitchen Containers	Each	\$9.00	\$10.00				Y		
4.	Backyard Composters	Each	\$87.00	\$90.00				Y	Includes delivery to location	
5.	Waste Cleanup Fee	Each	Actual Cost	Actual Cost			Y	Y	\$160.00/hour Clean-up crew, plus disposal fee (minimum charge 1 hour)	
6.	40 Yard Bin for Special Events	Each	\$342.00	\$350.00				Y		

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
1.	Water Rates - Metered Accounts:									
a)	Water Consumption	Per Cubic Metre	\$2.6100	\$2.6100	\$2.762	01-Apr-26		N		
2.	Wastewater Rates - Metered Accounts:									
a)	Sewage Disposal	Per Cubic Metre	\$3.3800	\$3.3800	\$3491:i	01-Apr-26		N		
3.	Fixed Charge									
a)	Water meter size installed at property and receiving water only services	Under 1-inch	\$78.05	\$78.05	\$79.62	01-Apr-26		N		
b)	Water meter size installed at property	Under 1-inch	\$104.06	\$104.06	\$106.15	01-Apr-26		N		
c)	Water meter size installed at property	1-inch	\$145.68	\$145.68	\$148.60	01-Apr-26		N		
d)	Water meter size installed at property	1.5-inch	\$270.54	\$270.54	\$275.96	01-Apr-26		N		
e)	Water meter size installed at property	2-inch	\$332.97	\$332.97	\$339.63	01-Apr-26		N		
f)	Water meter size installed at property	Greater than 2-inch	\$728.36	\$728.36	\$742 93,	01-Apr-26		N		
4.	Water & Sewer Billing - Unmetered Accounts:									
a)	Penalty Consumption Prior to Water Meter Installation	Each Billing Period (3-months)	\$1,000.00	\$1,025.00				N	For contravention of By-law 2018-055-WS section 11.13.	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexatio n)
b)	Water - Minimum Connection Fee - Occupied Building (Exemption)	Each Billing Period (3-months)	\$47.00	\$48.00				N	Occupied Buildings within Mandatory Connection Areas without private service connection to municipal services (exempted properties only - Applicable only to original exempted Owner)	
c)	Wastewater Minimum Connection Fee - Occupied Building (Exemption)	Each Billing Period (3-months)	\$56.00	\$57.00				N	Occupied Buildings within Mandatory Connection Areas without private connection to municipal services (exempted properties only - Applicable only to original exempted Owner)	
5.	Commercial Bulk Water Supply:									
a)	Water from Bulk Dispensing Machine	Per Cubic Metre	\$3.85	\$3.85	\$3.97	01-Apr-26		N	Combined York Region Water and Sewer Rate, plus \$0.35/m3 Dispensing System	
b)	Water from Hydrants									
i.	Consumption	Per Cubic Metre	\$5.99	\$5.99	\$6.25	01-Apr-26		N		
ii.	Hydrant Connection Permit	Per Hookup	\$237.00	\$243.00				N		
iii.	Security Deposit/Damage Deposit	Per Hookup	\$6,500.00	\$6,663.00				N	Deposits refund ed less any Town costs	
iv.	Monthly Rental Fee	Per Month	\$290.00	\$297.00				N		
6.	Water and Sewer Permit Development Applications									
a)	Drinking Water Works Permit Fee - Development Application	Per Application	\$1,472.00	\$1,509.00				N	Addition or modification to Water Distribution System	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
b)	Amendment to the Drinking Water Works Permit	Hour	Actual cost	Actual cost				N	Addition or modification to Water Distribution System that does not meet the criteria of the Town's Drinking Water Works Permits MECP Cost Worksheet for Part V SOWA Applications - Drinking Water Works Permits	
c)	Consolidated Linear Environmental Compliance Approval Storm Sewers	Per Application	\$1,581.00	\$1,621.00				N	Applies to addition or modification to the stormwater management system	
d)	Consolidated Linear Environmental Compliance Approval Storm Sewers with Oil Grit Separator(s)	Per Application	\$2,635.00	\$2,701.00				N	Applies to addition or modification to the stormwater management system that includes an OGS	
e)	Consolidated Linear Environmental Compliance Approval Sanitary Sewers	Per Application	\$1,581.00	\$1,621.00				N	Applies to addition or modification to the sanitary collection system	
f)	Consolidated Linear Environmental Compliance Approval Pumping Station	Per Application	\$5,268.00	\$5,400.00				N	Applies to addition or modification to a pumping station	
g)	Environmental Compliance Approval Amendment	each	\$1,054.00	\$1,080.00				N		
7.	Use of Water - Development and Building - Unmetered Usage:								Cost of water used during construction of a subdivision or site plan development. Cost includes water used during system commissioning and building construction	
a)	System Commissioning and Construction Water									
i.	Residential Subdivision, Site Plan and low-rise Condominium	Per Dwelling Unit	\$509.15	\$509.15	\$531.25	01-Apr-26		N	Per lot or dwelling unit based on 85 cubic metres per unit, at the combined Town Water & Wastewater Rate. Low rise building is defined as 4-8 stories as per the Town's Urban Design Guidelines	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
ii.	High-rise Residential/Commercial Building	Per Building Unit	\$254.58	\$254.58	\$265.63	01-Apr-26		N	Per dwelling unit or commercial unit based on 42.5 cubic metres per unit at the combined Town Water & Wastewater Rate. High Rise building is defined as over 8 stories or higher as per the Town's Urban Design Guidelines	
iii.	Industrial/Commercial/Institutional - Building	Per 1000 Sq.Ft	\$95.84	\$95.84	\$100.00	01-Apr-26		N	Per 1,000 sq ft based on 16 cubic metres at the combined Town Water and Wastewater Rate	
iv.	Industrial/Commercial/Institutional - Site Servicing	Per Hectare	\$628.95	\$628.95	\$656.25	01-Apr-26		N	Per hectare based on 105 cubic metres per hectare, at the combined Town Water & Wastewater Rate	
v.	Water Quality Maintenance Flushing	Per Minute	\$41.93	\$41.93	\$43.75	01-Apr-26		N	Calculated based on recorded flushing time. 7.0 cubic metres/minute. Combined Town Water and Sewer Rate	
b)	Fire Flow Testing - Development Related									
i.	Operation of Hydrants for Fire Flow Test	Each	\$171.24	\$176.00				Y	Staff Time to operate hydrants and valves for fire flow testing for Developers and Contractors	
ii.	Use of Water During Fire Flow Test	Each	\$209.65	\$209.65	\$218.75	01-Apr-26		N	Calculated based on minimum 5-minute flow test at 7.0 cubic metres/minute. Additional Minutes may be charged for excessive flow times. Combined Water and Sewer Rate applies.	

**TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"**

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

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TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
a)	Water Turn-Off and Turn-On during Regular Municipal Working Hours	Each	\$100 .00	\$103 .00			10%	N	Payment of only 1 fee required if the turn-of and turn-on service occurs on the same business day, during regular business hours. Additional fee (1 each) applies if scheduled service is not the same day. After-hours fee (8 b) may apply.	Revised
b)	Water Turn Off and Turn On after Regular Municipal Working Hours	Each	\$256.00	\$335.00			10%	N	Emergency shutoff only, operator call-out fee	Revised
10.	Water Service Connection:									
a)	Permit to Disconnect or Connect - (25mm service size, or less)	Each	\$100 .00	\$103.00				N	Required for all new or replacement connections with Building Permit or Site Servicing	
b)	Permit to Disconnect or Connect - (Greater than 25mm service size)	Each	\$964.00	\$988.00				N	Required for all new or replacement connections with Building Permit or Site Servicing	
c)	Connection Installation Cost - Deposit	Per Connection	Minimum \$10,000.00	Minimum \$10,000.00				N	An initial deposit of 100% of the estimated cost with a minimum of \$10,000	
d}	Connection Cost - Residential	Per Connection	Actual Cost	Actual Cost			10%	N	Recovered from Deposit	
e)	Connection Cost - Commercial, Industrial, Multi-Residential	Per Connection	Actual Cost	Actual Cost			20%	N	Recovered from Deposit	

TOWN OF WHITCHURCH-STOUFFVILLE
FEES AND CHARGES BY-LAW NUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
f)	Condition Assessment Security	Each	\$5,150.00	\$5,279.00			20%	N	required should the Developer request to utilize the existing services. The refundable security deposit is required to ensure the condition of existing services is provided to the Town prior to demolition of the existing structure . In the event the Developer does not provide an acceptable condition assessment, the Town will draw down the deposit to cover the actual cost plus a 20% administration fee to conduct the work. The	
11.	Waste Water Service (sanitary and/or storm sewer) Connection:									
a)	Permit to Connect - (125mm service size, or less)	Each	\$100.00	\$103.00				N	Required for all new or replacement connections with Building Permit	
b)	Permit to Connect - (Greater than 125mm service size)	Each	\$964.00	\$988.00				N	Required for all new or replacement connections with Building Permit	
c)	Connection Cost Deposit	Per Connection	Minimum \$10,000.00	Minimum \$10,000.00				N	An initial deposit of 100% of the estimated cost with a minimum of \$10,000	
d)	Connection Cost - Residential	Per Connection	Actual Cost	Actual Cost			10%	N	Recovered from Deposit	
e)	Connection Cost - Commercial, Industrial, Multi-Residential	Per Connection	Actual Cost	Actual Cost			20%	N	Recovered from Deposit	

TOWN OF WHITCHURCH-STOUFFVILLE
FEESANDCHARGESBY-LAWNUMBER 2025-079-FI
SCHEDULE "O"

SERVICE AREA: WATER AND WASTEWATER

ENGINEERING AND PUBLIC WORKS COMMISSION

Item	Goods/Services Provided	Unit of Measure	2025 Rate (before Tax)	2026 Rate (before Tax)	Mid-Year Rate (before Tax)	Mid-Year Effective Date	Admin Cost	HST 13% (Y/N)	Additional Description	New/ Revised (other than indexation)
12.	Sewer Lateral Blockage Clearing and Video Inspection Service:									
a)	Call-out of Plumbing Contractor	Each	Actual Cost	Actual Cost			10%	N	Charge-back of actual cost applies when the Property owner requests clearing and inspection and the blockage is determined to be a defect in private plumbing or the result of debris build-up in plumbing; or is otherwise determined to be the property owner's responsibility. No Charge if determined that the blockage is the responsibility of the municipality. Up to 2-hour Service Call.	
b)	Additional Time After 2-hour Call-out Minimum - residential	Each hour	Actual Cost	Actual Cost			10%	N	Over 2 hours, Call-out	
13. Sanitary Lateral backup:										
a)	Sanitary Lateral backup during Regular Municipal Working Hours	Each	N/A	\$487.00			10%	N	To recover costs associated with labour, staff time and materials incurred in addressing negligent backups on the private side of residential or commercial properties.	New
b)	Sanitary Lateral backup after Regular Municipal Working Hours (4 hour minimum)	Each	N/A	\$685.00			10%	N		New
14. Water Service Flush										
a)	Water Service Flush during Regular Municipal Working Hours	Each	N/A	\$289.00			10%	N	To recover expenses related to the allocation of Town staff resources in addressing reports of low water pressure or water discolouration	New
b)	Operator Service Call after Regular Municipal Working Hours Investigation (4 hour minimum)	Each	N/A	\$335.00			10%	N		New