

**By-Law XXXX-24**  
**Schedule C**  
**Corporate Services**  
**Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
<b>LEGAL SERVICES</b>						
<b>DOCUMENT PREPARATION/REVIEW (General)</b>						
Basic (Standard template - minor changes required)	per document	\$807.00	\$831.00		\$848.00	
Complex	per document	\$2,135.00	\$2,199.00		\$2,243.00	
<b>DOCUMENT PREPARATION/REVIEW (Specific)</b>						
Condominium Agreement	per document	\$7,411.00	\$7,633.00		\$7,786.00	
Subdivision Agreement	per document	\$9,904.00	\$10,201.00		\$10,405.00	
Inhibiting Order Registration Process	per plan	\$2,372.00	\$2,443.00		\$2,492.00	
Site Plan Agreement	per document	\$1,956.00	\$2,015.00		\$2,055.00	
Minor Site Plan Agreement, including Stable Neighbourhood (non-owner occupied)	per document	\$807.00	\$831.00		\$848.00	
Encroachment/Licence Agreement	per document	\$807.00	\$831.00		\$848.00	
Amending Agreement	per document	\$807.00 (minimum)	\$831.00 (minimum)		\$848.00 (minimum)	
<b>SERVICES RELATED TO EXISTING DEVELOPMENT AGREEMENTS (excluding documents or agreements that fall under Document Preparation/Review (General))</b>						
Information regarding the status of existing agreements and/or registered documents, including agreements and by-laws	per document	\$150.00	\$155.00		\$158.00	
Highway Dedication/Subdivision Assumption By-law Legal Administration Fee	per by-law	\$931.00	\$959.00		\$978.00	
<b>GENERAL LEGAL FEES</b>						
Law Clerk	per hour	\$130.00	\$134.00		\$137.00	
Paralegal	per hour	\$178.00	\$183.00		\$187.00	
Solicitor	per hour	\$295.00	\$304.00		\$310.00	
Town Insurance Claim Legal Administration Fee	per claim	10% of the value of the claim made by the Town plus disbursements	10% of the value of the claim made by the Town plus disbursements		10% of the value of the claim made by the Town plus disbursements	
REGISTRATION FEE (i.e. processing of any type of document that requires a title search or registration on title)	per document	\$248.00	\$255.00		\$260.00	
CERTIFIED PHOTOCOPIES	per page	\$13.00	\$13.50		\$13.75	
<b>Note:</b> All Legal Services fees and/or service charges may be adjusted based on the complexity and nature of the agreement, document, or service as determined by the Town Solicitor to be fair						
<b>LEGISLATIVE SERVICES</b>						
<b>FREEDOM OF INFORMATION (F.O.I.) REQUESTS and ROUTINE DISCLOSURE REQUESTS</b> (Fees related to search and records preparation are prescribed by legislation)						
Application Fee	per application	\$5.00	\$5.00		\$5.00	
Manual Search Time and Preparation Time	per 15 minutes	\$7.50	\$7.50		\$7.50	
Photocopies	per page	\$0.20	\$0.20		\$0.20	
Computer Programming (develop program to retrieve information)	per 30 minutes	\$30.00	\$30.00		\$30.00	
Disks	per disk	\$10.00	\$10.00		\$10.00	
<b>ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA) TRAINING</b>						
Provision of AODA Training	per person	\$63.00	\$65.00		\$66.00	
<b>By-Law Inspection and Attendance Fees</b>						
Attendance Supervisory Fee	Hourly/per Officer	\$121.00	\$125.00		\$128.00	
Non Compliance Re-Inspection Fee	Hourly/per Officer	\$121.00	\$125.00		\$128.00	
Pool Enclosure Re-Inspection Fee	Per Visit	\$62.00	\$64.00	\$125.00	\$65.00	\$128.00
Property Standards Appeal	Per Order	\$115.00	\$118.00		\$120.00	

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<b>Parking Permit Fees</b>						
Parking permits	per permit	\$12.00 - \$404.00	\$12.50 - \$416.00		\$12.75 - \$424.00	
<b>Property Information Request</b>						
Review of departmental files and documents related to specific property requests relating to zoning, permits, occupancy and general property status	each	\$166.00	\$171.00		\$174.00	
<b>By-law Exemption</b>						
By-law Exemption	per exception	\$129.00	\$133.00		\$136.00	
<b>Road Closure Fees (previously part of By-law 4750-05.T)</b>						
Road Closure Deposit for Filming and Athletic Events	per event	\$3,271.00	\$3,369.00		\$3,436.00	
Road Closure Deposit for Parades and Processions	per event	\$545.00	\$561.00		\$572.00	
Parades and Events	per event	\$397.00	\$409.00		\$417.00	
Athletic Events	per event	\$624.00	\$643.00		\$656.00	
Filming	per event	\$397.00	\$409.00		\$417.00	