

Schedule A – Administration					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
A - 1 Corporate					
Certified Documents - City of Kawartha Lakes documents	each request	plus photocopy fee	\$11.00	\$11.50	By-law 2003-046
Facsimile Received	page		\$1.25	\$1.25	By-law 2003-046
Facsimile Sent - Local	page		\$1.25	\$1.25	By-law 2003-046
Facsimile Sent - Long Distance	page		\$2.25	\$2.25	By-law 2003-046
Oath Administration	each request		\$11.00	\$11.50	By-law 2003-046
Oath Administration: Related to Pension Documents	each request		no charge	no charge	By-law 2003-046
Photocopies	page		\$0.50	\$0.50	By-law 2003-046
Photocopies - colour letter and legal size	page		\$0.75	\$0.75	By-law 2003-046
Photocopies - black and white 11 x 17	page		\$1.25	\$1.25	By-law 2003-046
Photocopies - colour 11 x 17	page		\$1.25	\$1.25	By-law 2003-046
Photocopies - black and white larger than 11 x 17	per linear foot		\$1.75	\$1.75	By-law 2003-046
Photocopies - colour larger than 11 x 17	per linear foot		\$2.00	\$2.00	By-law 2003-046
A - 2 Revenue & Taxation					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Account Adjustment Fee (Mortgage Company)	each		\$35.00	\$35.00	By-law 2003-046
Administration Fee - Loans added to Property Taxes - Drainage Ditches	each		\$165.00	\$165.00	120 FD 014
Administration Fee - Loans added to Property Taxes - Septic Rehabilitation Program	each		\$165.00	\$165.00	By-law 2014 115
Administration Fee - Loans added to Property Taxes - Work on Private Land (Water & Sewer Projects)	each		\$165.00	\$165.00	CORP 2016-015
Administration Fee - Tax Sales	each		\$360.00	\$360.00	By-law 2003-046
Credit Card Service Fee	each		as charged by provider	as charged by provider	By-law 2003-046
Duplicate Receipt	each		\$25.00	\$25.00	By-law 2003-046
Interest on Loan added to Taxes - Drainage Ditches, Septic Rehabilitation, Work on Private Land (Water & Sewer Projects)	each		2% above Infrastructure Ontario Lending Rate	2% above Infrastructure Ontario Lending Rate for term of Loan	Various
Large Account Fee	each		\$9.00	\$9.00	By-law 2003-046
Late Payment Charges - Miscellaneous Revenues (not compounded)	month		1.25%	1.25%	By-law 2003-046
Mortgage Company/Agenda Additions	each		\$15.00	\$15.00	By-law 2003-046
New Account Administration Fee	each		\$40.00	\$40.00	By-law 2003-046
Registered Mail	each		\$35.00	\$35.00	By-law 2003-046
Reminder Notices	each		\$25.00	\$25.00	By-law 2003-046
Reprint of Invoice	each		\$30.00	\$30.00	By-law 2003-046
Retrieval of Post Dated Cheque	each		\$40.00	\$40.00	By-law 2003-046
Returned Cheque Fee	each		\$40.00	\$40.00	By-law 2003-046
Site Visits - Tax Accounts	each		\$200.00	\$200.00	By-law 2003-046
Subsearch of Property Title	each	Plus costs	\$87.00	\$87.00	By-law 2003-046
Tax Arrears Extension Agreement	each		\$250.00	\$250.00	By-law 2003-046
Tax Payment Certificates	each		\$60.00	\$60.00	By-law 2003-046
Tax Searches	each		\$35.00	\$35.00	By-law 2003-046
Transfer of Electronic Payments	each		\$35.00	\$35.00	By-law 2003-046

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A – 3 Water and Wastewater					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Administration Fees					
Duplicate Bill (per copy)			\$30.00	\$30.00	By-Law 2018-039
Duplicate Receipt			\$30.00	\$30.00	By-Law 2018-039
Final Meter Readings			\$0.00	\$0.00	By-Law 2018-039
New Account Administration Fee			\$40.00	\$40.00	By-Law 2018-039
Registered Mail			\$35.00	\$35.00	By-Law 2018-039
Retrieval of Post Dated Cheque			\$40.00	\$40.00	By-Law 2018-039
Returned Cheque Fee			\$40.00	\$40.00	By-Law 2018-039
Special Meter Readings			\$112.00	\$112.00	By-Law 2018-039
Statement of Account Activity (per year)			\$42.00	\$42.00	By-Law 2018-039
Transfer Payment to Different Account (Customer Error)			\$35.00	\$35.00	By-Law 2018-039
Utility Payment Certificates	each		\$58.00	\$58.00	By-law 2003-046
Water Shut-off Charge (by request)			\$80.00	\$80.00	By-Law 2018-039
Water Turn on Charge (by request)			\$80.00	\$80.00	By-Law 2018-039
Replace/Repair of Damaged Equipment					
Broken Meter Replacement (including frozen service)			Based on meter size noted below	Based on meter size noted below	By-Law 2018-039
Replacement of Back Plate			\$141.00	\$141.00	By-Law 2018-039
Meter Reading Receptacle Replacement			\$135.00	\$135.00	By-Law 2018-039
Radio Read External Unit			\$200.00	\$200.00	By-Law 2018-039
Radio Read Wire			\$50.00	\$50.00	By-Law 2018-039
Repair Damaged or Broken Hydrant			Time and Material	Time and Material	By-Law 2018-039
Protective Device (10.07)			Time and Material	Time and Material	By-Law 2018-039
Delinquent Accounts or Failure to Comply with By-Law					
Disconnection			\$160.00	\$160.00	By-Law 2018-039
Final Notice			\$25.00	\$25.00	By-Law 2018-039
Late Payment Charge			5% of the overdue amount	5% of the overdue amount	By-Law 2018-039
Hand Delivery of Notices			\$35.00	\$35.00	By-Law 2018-039
Reconnection (After Hours)			\$135.00	\$135.00	By-Law 2018-039
Reconnection (Regular Hours)			\$85.00	\$85.00	By-Law 2018-039
Transfer to Property Taxes for Collection			5% of amount transferred with \$50 minimum charge	5% of amount transferred with \$50 minimum charge	By-Law 2018-039
Unregistered water when order not complied with	Per Day		\$50.00	\$50.00	By-Law 2018-039
Fees Related to Construction, Demolition or New Construction					
Connection Fees					
Request for Information - Application Fee			\$102.00	\$106.00	By-Law 2018-039
Service Installation Inspection Fee			\$255.00	\$265.00	
Frontage Charges					
Water main (to a maximum of 16 metres)	Per Metre		\$200.00	\$200.00	By-Law 2018-039
Sewer main (to a maximum of 16 metres)	Per Metre		\$250.00	\$250.00	By-Law 2018-039
Water main for Commercial/Industrial (to a maximum of 30 metres)	Per Metre		\$200.00	\$200.00	By-Law 2018-039
Sewer main for Commercial/Industrial (to a maximum of 30 metres)	Per Metre		\$250.00	\$250.00	By-Law 2018-039
Demolition of a Building					
Turn off of Service			\$80.00	\$80.00	By-Law 2018-039

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Deposit for Disconnection of Water Service			\$200.00	\$200.00	By-Law 2018-039
Excavation					
Deposit for inspection by excavation			\$500.00	\$500.00	By-Law 2018-039
Excavation Costs			Time and Material	Time and Material	By-Law 2018-039
New Construction Water					
Per Residential Unit per 3 month period			\$175.00	\$175.00	By-Law 2018-039
Backflow Prevention Device			Time and Material	Time and Material	By-Law 2018-039
Commercial/Industrial			Shall be metered	Shall be metered	By-Law 2018-039
Sprinkler Service Connection			Time and Material	Time and Material	By-Law 2018-039
Water Meters					
Residential Meters: Supply and Install					
5/8" by 3/4"			\$320.00	\$320.00	By-Law 2018-039
3/4"			\$378.00	\$378.00	By-Law 2018-039
1"			\$415.00	\$415.00	By-Law 2018-039
Commercial Meters:					
3/4" - Supply and install			\$375.00	\$375.00	By-Law 2018-039
1" - Supply and Install			\$415.00	\$415.00	By-Law 2018-039
1 1/2" - Supply only			\$1,975.00	\$1,975.00	By-Law 2018-039
2" - Supply only			\$2,150.00	\$2,150.00	By-Law 2018-039
2.5" and above - Supply only			Price will be quoted at time of order	Price will be quoted at time of order	By-Law 2018-039
Meter Size Change Request			\$115.00	\$115.00	By-Law 2018-039
Meter Accuracy Test			\$225.00	\$225.00	By-Law 2018-039
Temporary Hydrant Meter			\$500.00	\$500.00	By-Law 2018-039
Additional Services					
Fire Flow Testing - operation of fire hydrants by staff			\$150.00 / 4 hours	\$150.00 / 4 hours	By-Law 2018-039
Requested Additional Hydrant Installation					
Part of a Construction Project			Time and Material	Time and Material	By-Law 2018-039
Dig-in (if required)			Time and Material	Time and Material	By-Law 2018-039
Bulk Water Key			\$25.00	\$25.00	
Replacement Bulk Water Key			\$25.00	\$25.00	
A – 4 Legal					
Applicants for development agreements shall, where a decision is made to use in-house legal counsel, pay the following fees for negotiating, drafting, creating, amending, and finalizing development agreements from a legal perspective, in addition to any fees payable pursuant to By-law 2001-59:					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Amendments to existing agreements, and finalization of all other Development Agreements	each	Plus costs	\$220.00	\$220.00	By-law 2003-046
Bonusing Agreements (Planning Act)	each	Plus costs	\$220.00	\$220.00	By-law 2003-046
Front Ending Agreement (Re: Development Charges)	each	Plus costs	\$550.00	\$550.00	By-law 2003-046
Ontario Municipal Board Hearings: referenced in Section 12.2 of Bylaw 2001-59	per day or partial day	Plus costs	\$330.00	\$330.00	By-law 2003-046
Payment Arrangement Agreements (Re: Development Charges)	each	Plus costs	\$220.00	\$220.00	By-law 2003-046
Site Plan Agreement	each	Plus costs	\$380.00	\$380.00	By-law 2003-046
Subdivision Agreement	each	Plus costs	\$545.00	\$545.00	By-law 2003-046

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Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Road Construction Financing Agreement	each	\$1,500 for Legal Services Staff Time in preparation and execution of the agreement + \$1,000 for tree removal permit + \$1,700 for every 4 mature trees removed (or \$425 per mature tree) + 125% of the cost of the Environmental Assessment, for 100% cost recovery for consultant costs and 25% for administration of the EA process by Engineering Staff + 100% cost recovery for construction contract + 3.7% of construction costs for Engineering Staff Time to review drawings and inspect final works			
Land Management Team Application Fee (inquiries pertaining to ownership and/or maintenance of City land, requests to acquire/use City land)	each	Plus costs	\$125.00	\$135.00	By-law 2018-020
Sale of City-owned Land	each	\$1,500 for Realty Services Staff Time + plus costs			By-law 2018-020
Encroachment Agreements					
Minor Encroachments (stairs, small portion of a building, sign, etc.)	Annual		\$125.00	\$125.00	New By-law 2018-017
Dock	Annual		\$150.00	\$150.00	New By-law 2018-017
Boathouse	Annual			\$400.00	
Major Encroachments (shed, garage, etc.)	Annual		\$200.00	\$200.00	New By-law 2018-017
Co-location of equipment on City-owned tower/building	Annual		\$6,000.00	\$6,000.00	New By-law 2018-017
Tower	Annual		\$13,000.00	\$13,000.00	New By-law 2018-017
A – 5 Road Allowance Inquiries					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Maintenance	each		\$82.00	\$82.00	By-law 2015-131
Ownership	each		\$110.00	\$110.00	By-law 2015-131
Public Highway By-law	each	applicable legal fees/by-law registration costs	\$220.00	\$220.00	By-law 2015-131
Road Status (Open/Assumed Public Road)	each		\$82.00	\$82.00	By-law 2015-131
All of the Above	each	applicable legal fees/by-law registration costs	\$494.00	\$494.00	By-law 2015-131
Disbursements from third parties	each		Actual Cost	Actual Cost	By-law 2015-131
A – 6 Vital Statistics					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference

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Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Death Registration	each		\$20.00	\$20.00	By-law 2003-046
Division Registrar's Statement	each		\$22.00	\$22.00	By-law 2003-046
Marriage Licence	each		\$135.00	\$135.00	By-law 2003-046
Civil Marriage Ceremony Rehearsal Fee (maximum 1 hour)	each		\$50.00	\$50.00	By-law 2019-031
Civil Marriage Ceremony at City Hall held during normal business hours	each		\$250.00	\$250.00	By-law 2019-031
Civil Marriage Ceremony at City Hall held outside normal business hours	each		\$300.00	\$300.00	By-law 2019-031
Civil Marriage Ceremony held off-site	each	plus mileage at City rate	\$350.00	\$350.00	By-law 2019-031
A – 7 Archival Services					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021		Reference
Research (After initial 30 minutes)	per Half Hour			\$20.00	NEW
Image Reproduction - Non-Commercial Use	per 300 DPI image			\$5.00	NEW
Image Reproduction - Non-Commercial Use	per 600 DPI image			\$10.00	NEW
Image Reproduction - Commercial Use	per 300 DPI image			\$10.00	NEW
Image Reproduction - Commercial Use	per 600 DPI image			\$20.00	NEW
Image Reproduction - Digital Surcharge	per order			\$2.00	NEW
Image Reproduction - Rush Order 1 - 5 Images	per order			\$20.00	NEW
Image Reproduction - Rush Order 6 - 20 Images	per order			\$50.00	NEW
Image Reproduction - Rush Order 21+ Images	per order			\$100.00	NEW
Scanning (Not Previously Scanned Records Only)	per record			\$20.00	NEW
Shipping	per order			\$5.00	NEW

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Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
A – 8 Advertising Devices					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Mobile Sign Permit					
One Year Permit	each		\$172.00	\$179.00	By-law 2009-076
Month to Month Mobile Sign Permit:					
Base fee (one month)	each		\$57.00	\$59.00	By-law 2009-076
Monthly fee beyond one month	month		\$23.00	\$24.00	By-law 2009-076
All Other Signs Requiring a Permit	each		\$109.00	\$113.00	By-law 2009-076
Additional Signs Requiring a Permit Included on Original Application	each		\$57.00	\$59.00	
Storage of Signs (maximum 10 days)	day		\$11.00	\$11.00	By-law 2009-076
Sign Removal/Redemption to owner (not including signs on hydro poles)	each		\$56.00	\$56.00	By-law 2009-076
Minor Deviation Fee	each		\$114.00	\$119.00	By-law 2009-076
A – 9 Highway, Facility, Municipal Facility and Park Naming					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Application Fee: If the request is endorsed by Council, the application fee will be used as a deposit against the actual costs. Fee may be refunded to applicant if Council resolves that the name change will significantly increase public safety, or eliminate a derogatory or offensive name currently in use.	each	Additional fees may apply if actual costs are above the application fee	\$275.00	\$286.00	Policy 108 CCS 012 and its successor policies
A – 10 Fence Viewers					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Administration Fee - To be paid by applicant upon filing Form 1 and may be refunded, in whole or part, if required, by a Line Fences Act Award. If applicant makes an agreement with respondent prior to fence viewing date, but after this administration fee has been paid, the City will refund 50% of administration fee and cancel the fence viewing.	Flat Rate		\$255.00	\$265.00	By-law 2015-124
Administration Fee if Award Appealed	Flat Rate		\$102.00	\$106.00	By-law 2015-124
Administration Fee for any re-attendance of the Fence-Viewers	Flat Rate		\$102.00	\$106.00	By-law 2015-124
Costs based on Fence Viewing Award			Actual Costs	Actual Costs	By-law 2015-124
A – 11 Clean and Clear					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Change in ownership occurrence cycle starts again					
Initial First Inspection	each		Free	Free	By-law 2014-026
Initial Final Inspection	each		Free	Free	By-law 2014-026
Second Offence Inspection	each		Free	Free	By-law 2014-026
Second Offence Final Inspection	each		\$114.00	\$114.00	By-law 2014-026
Third Offence Inspection	each		Free	Free	By-law 2014-026
Third Offence Final Inspection	each		\$228.00	\$228.00	By-law 2014-026
Fourth Offence Inspection	each		Free	Free	By-law 2014-026
Fourth Offence Final Inspection	each		\$458.00	\$458.00	By-law 2014-026
Fifth Offence Inspection	each		Free	Free	By-law 2014-026
Fifth Offence Final Inspection	each		\$913.00	\$913.00	By-law 2014-026
Subsequent offences	each		Fees double	Fees double	By-law 2014-026
Notice Letter/Compliance Letter			\$169.00	\$169.00	
Request to Amend Notice (time period)			\$84.00	\$84.00	
Monitoring of property clean-up (officer's time)	hour		\$41.00	\$41.00	

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Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
A – 12 Property Standards					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
First Inspection	each		Free	Free	MLE 2016-112
2nd / Follow-up Inspection	each		Free	Free	MLE 2016-112
Compliance Inspection (final)	each		Free	Free	MLE 2016-112
Additional Recheck or Requested Inspection (any inspection that occurs after the Compliance Inspection)	each		\$112.00	\$112.00	MLE 2016-112
Letter Order / File	each		\$169.00	\$169.00	MLE 2016-112
Duplicate (Letter/Order)	each		\$84.00	\$84.00	MLE 2016-112
Registration/Removal of Order to Title / Deed	each		\$225.00	\$225.00	MLE 2016-112
Property Standards Committee Appeal	each		\$95.00	\$95.00	MLE 2016-112
Derelict / Vacant Building Registry - Entry into Registry	each		Free	Free	MLE 2016-112
Maintenance of Entry in Registry	annual		\$172.00	\$172.00	MLE 2016-112
Removal from Registry (Exit)	each		\$172.00	\$172.00	MLE 2016-112
Property Standards Officer to attend Landlord Tenant Board Hearing (give evidence)	each		\$140.00	\$140.00	MLE 2016-112
City undertakes to complete the work required to comply with final order	hour	10% of overall cost	\$41.00	\$41.00	MLE 2016-112
Processing of Property Standards Invoice for tax collection	each		\$29.00	\$29.00	MLE 2016-112
A – 13 General Inspections (all Regulatory By-law Inspections not including Property Standards and Clean and Clear)					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
First Occurrence Inspection	each		Free	Free	
Second Occurrence Inspection	each		\$112.00	\$112.00	amending bylaw 2018-191
Third Occurrence Inspection	each		\$225.00	\$225.00	amending bylaw 2018-191
Fourth Occurrence Inspection	each		\$445.00	\$445.00	amending bylaw 2018-191
Fifth Occurrence Inspection	each		\$894.00	\$894.00	amending bylaw 2018-191
Subsequent offences	each		Fees double	Fees double	amending bylaw 2018-191
Order/Notice	each		\$110.00	\$110.00	amending bylaw 2018-191
Certificate of Compliance (Includes Discharge from title / deed)	each		\$225.00	\$225.00	amending bylaw 2018-191
2018-191 effective September 25, 2018					
A – 13 Noise					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Noise Exemption Application	each		\$75.00	\$75.00	By-law 2019-124
A – 13 Fortification					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Partial or Complete Exemption Application	each		\$75.00	\$75.00	By-law 2013-043
Appeal Fee	each		\$95.00	\$95.00	By-law 2013-043
Order - Letter	each		\$110.00	\$110.00	By-law 2013-043

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A – 13 Grade Alteration					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
General Permit - Small fill operation	each		\$600.00	\$600.00	By-law 2019-105
General Permit - Large fill operation	each		\$1000.00 - plus \$1.00 per cubic metre	\$1000.00 - plus \$1.00 per cubic metre	By-law 2019-105
but impact the City infrastructure)	each		\$600.00	\$600.00	By-law 2019-105
but impact the City infrastructure)	each		\$1,000.00	\$1,000.00	By-law 2019-105
Permit - Renewal	each		50% of the original permit fee	50% of the original permit fee	By-law 2019-105
Permit - Transfer	each		\$110.00	\$110.00	By-law 2019-105
Mud or Dust control (measures undertaken by city employee or third party)	each		30% plus all associated costs	30% plus all associated costs	By-law 2019-105
Order - Letter	each		\$169.00	\$169.00	By-law 2019-105
Administration fee	each		\$110.00	\$110.00	By-law 2019-105
A – 13 Parking Permits/Sign Fees					
Parking Permit to extend on street parking past 12 hrs. (Not available from November 30th of one year and April 1st of the next year.)					
Service Description	Unit	Additional Fees	Rate Effective January 1, 2021	Rate Effective January 1, 2022	Reference
Contractor (on street parking past 2hrs)	each		\$11.00	\$11.00	
Daily Permits (municipal lots in Lindsay)	each		\$3.00	\$3.00	
Weekly Permits (municipal lots in Lindsay)	each		\$15.00	\$15.00	
Monthly Permits (municipal lots in Lindsay)	each		\$51.00	\$51.00	
Annual Permits (municipal lots in Lindsay)	each		\$562.00	\$562.00	
Sign Installation	each		Associated costs	Associated costs	
2018-023 amended A-4, effective March 6, 2018					