

## 2025 Fee Schedule - Draft for Public Review (June 26, 2024)

All prices include applicable tax, unless otherwise noted

\*Tax exempt

\*\*HST extra

Effective date for all fee is January 1, 2025, unless otherwise noted

Fee Category	Approved 2024 Fee Amount	Proposed 2025 Fee amount	\$ Change 2024 to 2025	% Change 2024 to 2025	Notes
<b>Conservation Areas</b>					
<b>Conservation Area Fees</b>					<a href="#">Return to Top</a>
Group Booking - Events (per person)	\$4.50	\$4.75	\$0.25	5.6%	
Scientific Permit	\$25.00	\$25.00	N/A	N/A	
<b>Little Cataraqi Creek Conservation Area</b>					<a href="#">Return to Top</a>
<b>Entrance Fees</b>					
Vehicle (maximum fee)	\$15.00	\$15.00	\$0.00	0.0%	
Adult (per person)	\$5.00	\$5.00	\$0.00	0.0%	
Child (per person)	\$3.50	\$3.50	\$0.00	0.0%	
<b>Annual Passes</b>					
Annual Pass (per vehicle)	\$85.00	\$90.00	\$5.00	5.9%	
Replacement Annual Pass	\$20.00	\$20.00	\$0.00	0.0%	
<b>Outdoor Centre Rental Fees</b>					
<i>Event Room Rentals: Friday Evening, Saturday &amp; Sunday</i>					
West Hall & Kitchen - Full Day	\$670.00	\$670.00	\$0.00	0.0%	8:30am to 4:30 pm
West Hall & Kitchen - Half Day	\$425.00	\$425.00	\$0.00	0.0%	8:30am to 12:30pm / or / 12:30 to 4:30pm
West Hall & Kitchen - Evening	\$540.00	\$540.00	\$0.00	0.0%	5:00 to 9:00pm
East Hall - Full Day	\$610.00	\$610.00	\$0.00	0.0%	8:30am to 4:30pm
East Hall - Half Day	\$365.00	\$365.00	\$0.00	0.0%	8:30am to 12:30pm / or / 12:30 to 4:30pm
East Hall - Evening	\$490.00	\$490.00	\$0.00	0.0%	5:00 to 9:00pm
<i>Meeting Room Rentals: Monday to Friday</i>					
West Hall - Half Day	\$175.00	\$175.00	\$0.00	0.0%	8:30am to 12:30pm / or / 12:30 to 4:30pm
West Hall - Full Day	\$245.00	\$245.00	\$0.00	0.0%	8:30am to 4:30pm
West Hall - Evening	\$245.00	\$245.00	\$0.00	0.0%	5:00 to 9:00pm
West Hall - Full Day & Evening	\$425.00	\$425.00	\$0.00	0.0%	8:30am to 9:00pm
West Hall - Afternoon & Evening	\$400.00	\$400.00	\$0.00	0.0%	12:30 to 9:00pm
<i>Room Rentals - Other Items</i>					
Kitchen per day (Monday - Friday)	\$60.00	\$60.00	\$0.00	0.0%	
Additional Time (per hour)	\$70.00	\$70.00	\$0.00	0.0%	
Cancellation Fee (14 days or less prior to event)	\$60.00	\$60.00	\$0.00	0.0%	
<i>Beverages (for Room Rentals)</i>					
Coffee Pot	\$11.50	\$11.50	\$0.00	0.0%	
Tea (per cup)	\$1.55	\$1.55	\$0.00	0.0%	
Juice	\$1.75	\$1.75	\$0.00	0.0%	
Bottled Water	\$1.55	\$1.55	\$0.00	0.0%	
Pop	\$1.55	\$1.55	\$0.00	0.0%	
<i>Equipment (for Room Rentals)</i>					
LCD Projector	\$60.00	\$60.00	\$0.00	0.0%	
Flipchart (each)	\$17.50	\$17.50	\$0.00	0.0%	
Big Screen TV with HDMI Hookup	\$25.00	\$25.00	N/A	N/A	New - Based on demand for service as part of rentals
<i>Concessions</i>					
Pop & Water	\$2.25	\$2.25	\$0.00	0.0%	Based on consumer pricing and market increases
Juice	\$2.25	\$2.25	\$0.00	0.0%	
Coffee/Tea/Hot Chocolate (per cup)	\$2.25	\$2.25	\$0.00	0.0%	
Snacks - Chips/Chocolate Bar	\$2.25	\$2.25	\$0.00	0.0%	

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<b>Public Program Fees</b>					
<i>Event Registration Fee (per person)</i>					
Adult	\$5.25	\$5.25	\$0.00	0.0%	
Child	\$3.75	\$3.75	\$0.00	0.0%	
Event Gate Fee - General Admission (per vehicle)	\$5.00	\$5.00	\$0.00	0.0%	
Event Gate Fee - Annual Pass Holder (per vehicle)	\$0.00	\$0.00	\$0.00	0.0%	
Registration Fee	\$2.50	\$2.50	N/A	N/A	
<i>Maple Madness Program</i>					
<i>Maple Madness Concession Sales</i>					
Pancake - single	\$2.50	\$2.50	\$0.00	0.0%	
Pancake - double	\$5.00	\$5.00	\$0.00	0.0%	
Pancake - triple	\$7.50	\$7.50	\$0.00	0.0%	
Beverages (Coffee, Tea, Juice, Water, Pop)	\$2.25	\$2.25	\$0.00	0.0%	
Chips/Chocolate Bar	\$2.25	\$2.25	\$0.00	0.0%	
Granola Bar	\$1.50	\$1.50	\$0.00	0.0%	
<i>Maple Syrup Sales</i>					
*Maple Syrup - 1 Litre	\$27.00	\$27.00	\$0.00	0.0%	Based on supplier rates
*Maple Syrup - 2 Litres	\$53.00	\$53.00	\$0.00	0.0%	
*Maple Syrup - 4 Litres	\$70.00	\$70.00	\$0.00	0.0%	
*Maple Syrup - 500 ML can	\$22.00	\$22.00	\$0.00	0.0%	
*Maple Syrup - 500 ML glass	\$17.00	\$17.00	\$0.00	0.0%	
*Maple Syrup - 250 ML	\$13.00	\$13.00	\$0.00	0.0%	
*Maple Syrup - 50 ML Leaf	\$5.50	\$5.50	\$0.00	0.0%	
<i>Maple Product Sales</i>					
Maple Candy - 3 Piece Bag	\$3.25	\$3.25	\$0.00	0.0%	
Maple Candy - 10 Piece Tray	\$10.00	\$10.00	\$0.00	0.0%	
Maple Butter	\$13.00	\$13.00	\$0.00	0.0%	
Maple Dip	\$4.00	\$4.00	\$0.00	0.0%	
Lollipop	\$3.00	\$3.00	\$0.00	0.0%	
<b>Cataraqi Conservation Merchandise**</b>					
Water Bottle - 17 oz	\$20.00	\$20.00	\$0.00	0.0%	
Ball Cap	\$22.00	\$22.00	\$0.00	0.0%	
Canvas Tote Bag - 12 oz	\$8.00	\$8.00	\$0.00	0.0%	
Hoodie - Adult	\$51.25	\$51.25	\$0.00	0.0%	
Hoodie - Youth	\$47.00	\$47.00	\$0.00	0.0%	
T-Shirt - Adult	\$25.00	\$25.00	\$0.00	0.0%	
T-Shirt - Youth	\$17.00	\$17.00	\$0.00	0.0%	
Wool Toque	\$35.00 to \$45.00	\$35.00 to \$45.00	\$0.00	0.0%	
Wool Mittens	\$40.00	\$40.00	\$0.00	0.0%	
Maple Madness Mug	\$15.00	\$15.00	\$0.00	0.0%	
<b>Winter Recreation Program</b>					
<i>Ski Equipment Rental Fees</i>					
Snowshoe Rental (per pair)	\$15.00	\$15.00	\$0.00	0.0%	
Ski Rental - full set	\$22.50	\$22.50	\$0.00	0.0%	
<i>Ski Lesson Fees</i>					
Ski/Snowshoe Lesson (per person)	\$25.00	\$25.00	\$0.00	0.0%	

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<b>Development Review (Planning &amp; Permits)</b>					
<b>Permit Fees</b> <a href="#">Return to Top</a>					
*Group 1 - Routine / Letter of Permission	\$200.00	\$210.00	\$10.00	5.0%	Permit fees include recovery for aerial imaging
*Group 2 - Small buildings, site alteration, grading, shoreline work	\$445.00	\$465.00	\$20.00	4.5%	Based on cost of living and market trends
*Group 3 - Larger buildings, site alteration, grading, shoreline work	\$910.00	\$950.00	\$40.00	4.4%	
*Group 4 - Very large buildings, multiple residential development	\$1,685.00	\$1,755.00	\$70.00	4.2%	
*Permit Hearing Administration Fee	\$500.00	\$500.00	\$0.00	0.0%	To support administration
*Permit Amendments - Administrative (i.e. permit extension)	\$100.00	\$100.00	\$0.00	0.0%	To support administration
*Permit Amendments - Other (more substantive changes)	50% original fee	50% original fee			
*Retroactive Permit (permit issued after completion of work)	100% surcharge	100% surcharge			
*Permits issued within one year of a Planning Act approval	50% of fee	50% of fee			
*Minister's Zoning Orders	100% surcharge	100% surcharge	N/A	N/A	Plus legal fees
<b>Plan Review Fees <sup>1,2</sup></b> <a href="#">Return to Top</a>					
*Official Plan Amendment - Minor <sup>4</sup>	\$755.00	\$785.00	\$30.00	4.0%	Plan review fees include recovery for aerial imaging
*Official Plan Amendment - Major <sup>5</sup>	\$1,255.00	\$1,305.00	\$50.00	4.0%	
*Zoning By-Law Amendment	\$445.00	\$465.00	\$20.00	4.5%	The fee for a Zoning By-law Amendment application is waived when submitted concurrently with an Official Plan Amendment or Site Plan Control application.
*Consent (per lot)	\$445.00	\$465.00	\$20.00	4.5%	Fees for the review of applications required to fulfill a condition of consent approval are waived.
*Minor Variance	\$445.00	\$465.00	\$20.00	4.5%	The fee for a Minor Variance application is waived when submitted concurrently with a Site Plan Control application.
*Development Permit - Minor <sup>4</sup>	\$445.00	\$465.00	\$20.00	4.5%	Development permit fees are only applicable in the Town of Gananoque where a development permit system is employed.
*Development Permit - Standard <sup>5</sup>	\$1,315.00	\$1,370.00	\$55.00	4.2%	
*Development Permit - Major <sup>6</sup>	\$2,440.00	\$2,540.00	\$100.00	4.1%	
*Site Plan Control - Minor <sup>4</sup>	\$445.00	\$465.00	\$20.00	4.5%	
*Site Plan Control - Standard <sup>5</sup>	\$1,315.00	\$1,370.00	\$55.00	4.2%	
*Site Plan Control - Major <sup>6</sup>	\$2,440.00	\$2,540.00	\$100.00	4.1%	
*Plan of Subdivision / Condominium - Draft Plan Approval	\$3,290.00	\$3,420.00	\$130.00	4.0%	
*Plan of Subdivision / Condominium - Final Plan Approval	\$1,210.00	\$1,260.00	\$50.00	4.1%	
*Plan of Subdivision / Condominium - Resubmission	\$830.00	\$865.00	\$35.00	4.2%	Resubmission of lapsed Draft Plan Approval, or Amendment.
<b>Plan Review Fees - Frontenac Islands (last updated in 2021)</b> <a href="#">Return to Top</a>					
*Official Plan Amendment - Minor <sup>4</sup>	\$890.00	\$925.00	\$35.00	3.9%	
*Official Plan Amendment - Major <sup>5</sup>	\$1,360.00	\$1,415.00	\$55.00	4.0%	
*Zoning By-Law Amendment	\$535.00	\$555.00	\$20.00	3.7%	The fee for a Zoning By-law Amendment application is waived when submitted concurrently with an Official Plan Amendment or Site Plan Control application.
*Consent (per lot)	\$535.00	\$555.00	\$20.00	3.7%	Fees for the review of applications required to fulfill a condition of consent approval are waived.
*Minor Variance	\$535.00	\$555.00	\$20.00	3.7%	The fee for a Minor Variance application is waived when submitted concurrently with a Site Plan Control application.
*Site Plan Control - Minor <sup>4</sup>	\$535.00	\$555.00	\$20.00	3.7%	
*Site Plan Control - Standard <sup>5</sup>	\$1,900.00	\$1,980.00	\$80.00	4.2%	
*Site Plan Control - Major <sup>6</sup>	\$2,705.00	\$2,815.00	\$110.00	4.1%	
*Plan of Subdivision / Condominium - Draft Plan Approval	\$3,675.00	\$3,825.00	\$150.00	4.1%	
*Plan of Subdivision / Condominium - Final Plan Approval	\$1,360.00	\$1,415.00	\$55.00	4.0%	
*Plan of Subdivision / Condominium - Resubmission	\$920.00	\$960.00	\$40.00	4.3%	
<p><b>Notes for Plan Review Fees:</b></p> <p>(1) Generally, fees for the review of an application and supporting reports are to be received before formal written comments will be provided.</p> <p>(2) Plan review fees may be reduced with the approval of the General Manager, Manager, Watershed Planning &amp; Engineering or Supervisor, Development Review.</p> <p>(3) Significant amendments to an application or a resubmission within a period of 2 years will be charged a review fee of 50 percent of the current fee. A resubmission after 2 years will be considered a new application and will be subject to the full current fee.</p> <p>(4) "Minor" refers to applications that are generally minor in nature (e.g. single family residential).</p> <p>(5) "Standard" refers to applications that are generally larger in scale than minor applications (e.g. small commercial, less than 0.8 hectares, additions up to 200 square metres).</p> <p>(6) "Major" refers to applications that are major development projects (e.g. multiple residential, industrial).</p>					

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<b>Property Inquiry Fees</b>					<a href="#">Return to Top</a>
Brief Realty, Property or Development Inquiry - no inspection	\$85.00	\$85.00	\$0.00	0.0%	Property inquiries include information pertaining to planning related matters and Ontario Regulation 148/06.
Brief Realty, Property or Development Inquiry - with inspection	\$250.00	\$250.00	\$0.00	0.0%	
*Standard Realty, Property or Development Inquiry – no inspection	\$210.00	\$210.00	\$0.00	0.0%	
*Standard Realty, Property or Development Inquiry – with inspection	\$385.00	\$385.00	\$0.00	0.0%	
<b>Technical Report Review Fees <sup>1, 2</sup></b>					<a href="#">Return to Top</a>
<p>Engineering submissions are prepared by qualified professionals in the fields of civil engineering, water resources engineering, geotechnical engineering, coastal engineering and/or hydrogeology.</p> <p>Environmental submissions are prepared by an environmental consultant with relevant experience in wetland, wildlife habitat, and woodland ecology and species at risk. Cataraqi Conservation review involves evaluation of these submissions in consideration of applicable guidelines and legislation.</p> <p>Normal Review (30 days)</p> <ul style="list-style-type: none"> <li>•Flood plain hydrology analysis</li> <li>•Geotechnical (unstable soils and slopes)</li> <li>•Stormwater management</li> <li>•Environmental impact analysis (EIA)</li> <li>•Environmental impact statements (EIS)</li> <li>•Sediment and erosion control plans</li> <li>•Wetland hydrologic impact analysis</li> </ul>					
*Brief <sup>3</sup>	\$420.00	\$435.00	\$15.00	3.6%	Based on cost of living and market trends
*Standard <sup>4</sup>	\$970.00	\$1,010.00	\$40.00	4.1%	
*Major <sup>5</sup>	\$1,555.00	\$1,620.00	\$65.00	4.2%	
*Resubmissions / Revisions (applied after first resubmission)	50% surcharge	50% surcharge			
<p><b>Notes for Technical Fees:</b></p> <p>(1) These fees are not subject to taxation.</p> <p>(2) The applicable report fee includes the review of one resubmission. A 50% surcharge is applied for additional submissions.</p> <p>(3) <u>Brief Reports</u> are typically those prepared in the form of a letter of opinion generally relating to the development of a single residential lot.</p> <p>(4) <u>Standard Reports</u> are typically those prepared for smaller scale subdivisions, commercial, industrial, or institutional developments.</p> <p>(5) <u>Major Reports</u> are typically those prepared for larger scale subdivisions, commercial, industrial, or institutional developments, or may include the integrated assessment of multiple topics.</p>					

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<b>Education Programs</b>					
<b>Forest Therapy Program Fees</b>					<a href="#">Return to Top</a>
Forest Therapy - Group Walk (per participant)	\$22.00	\$22.00	\$0.00	0.0%	
Forest Therapy - Virtual Walk (per participant)	\$12.00	\$12.00	\$0.00	0.0%	
Forest Therapy - Minimum Fee (per group walk)	\$110.00	\$110.00	\$0.00	0.0%	
Forest Therapy - Private Walk (one participant)	\$125.00	\$125.00	\$0.00	0.0%	
<b>Education Program Fees</b>					<a href="#">Return to Top</a>
<i>The following fees are effective September 1, 2024:</i>					All student fees listed below are for municipalities participating in Category 3 - Locally Supported Services. For municipalities who do not sign on to these programs, all education-based programming fees noted below will be doubled.
*Student Program Fee (per student)	\$10.00	\$10.00	\$0.00	0.0%	
*Student Program Fee - Maple Madness (per student)	\$10.00	\$10.00	\$0.00	0.0%	
*Student Program Fee - Virtual Program (per student)	\$3.00	\$3.00	\$0.00	0.0%	
*Student Program Fee - School Yard & Greenspace visit (half day)	\$140.00	\$140.00	\$0.00	0.0%	Plus mileage
*Student Program Fee - School Yard & Greenspace visit (full day)	\$280.00	\$280.00	\$0.00	0.0%	Plus mileage
*Student Program - Minimum Fee (per booking)	\$120.00	\$120.00	\$0.00	0.0%	
*Student Program - Cancellation Fee (per booking)	\$50.00	\$50.00	\$0.00	0.0%	
*PA Day Program Fee (per student)	\$45.00	\$45.00	\$0.00	0.0%	
*Early/Home Learners Nature Program Fee (per student)	\$8.00	\$8.00	\$0.00	0.0%	
Education Ski Rental (full set, per student)	\$10.00	\$10.00	\$0.00	0.0%	
<i>The following fees are effective September 1, 2024:</i>					
Adult Program Fee (per person)	\$10.00	\$10.00	\$0.00	0.0%	
Adult Program Fee - Virtual Program (per person)	\$5.00	\$5.00	\$0.00	0.0%	
Adult Program Fee - Greenpace visit	\$141.25	\$141.25	\$0.00	0.0%	
Adult Program - Minimum Fee (per booking)	\$141.25	\$141.25	\$0.00	0.0%	
Adult Program - Cancellation Fee (per booking)	\$50.00	\$50.00	\$0.00	0.0%	
<b>Nature Explorers Camp Fees</b>					<a href="#">Return to Top</a>
*Regular Week (participation fee, per student)	\$250.00	\$250.00	\$0.00	0.0%	
*Before & After Care (participation fee, per student)	\$25.00	\$25.00	\$0.00	0.0%	
*Short Week (participation fee, per student)	\$200.00	\$200.00	\$0.00	0.0%	
*Short Week Before & After Care (participation fee, per student)	\$20.00	\$20.00	\$0.00	0.0%	
Late Pick-Up Fee (\$5 charge for 5 minutes)	\$5.00	\$5.00	\$0.00	0.0%	

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<b>Forestry Programs</b>					
<b>**Tree and Shrub Sales</b>					<a href="#">Return to Top</a>
**Tree and Shrub Sales Administration Fee (per order)	\$25.00	\$25.00	\$0.00	0.0%	There is a minimum order of 500 seedlings and individual species can be ordered in multiples of 50.
**Seedling (surcharge per tree seedling)	\$0.15	\$0.15	\$0.00	0.0%	Plus nursery price per tree seedling (sold in bundles of 50)
**Shrub (surcharge per shrub)	\$0.15	\$0.15	\$0.00	0.0%	Plus nursery price per tree seedling (sold in bundles of 50)
<b>**Tree Planting Agreements</b>					<a href="#">Return to Top</a>
**Seedling (surcharge per tree, planting sites 1-2 hectares)	\$0.20	\$0.20	\$0.00	0.0%	
**Seedling (surcharge per tree, planting sites than 2-4 hectares)	\$0.15	\$0.15	\$0.00	0.0%	
**Seedling (surcharge per tree, planting sites greater than 4 hectares)	\$0.00	\$0.10	\$0.10	0.0%	New
<b>Product/Service</b>					
<i>Staff Time (Hourly Rate)</i>					
Administrative Rate	\$75.00	\$77.00	\$2.00	2.7%	
Technical Rate	\$90.00	\$92.00	\$2.00	2.2%	
Professional Rate	\$105.00	\$108.00	\$3.00	2.9%	
Management Rate	\$135.00	\$138.00	\$3.00	2.2%	
<i>Finance Administration Fees</i>					
Not Sufficient Funds (NSF) Cheque Fee	\$30.00	\$31.00	\$1.00	3.3%	
<b>Information Requests</b>					
<b>Geospatial Data Sales</b>					<a href="#">Return to Top</a>
Record Search or Data Compilation (per half hour)	\$70.00	\$70.00	\$0.00	0.0%	
Large Format Colour Plot (per plot, D or E size)	\$46.00	\$46.00	\$0.00	0.0%	
Remote Sensing - DRAPE Aerial Photographs (per 1 km <sup>2</sup> tile)	\$55.00	\$55.00	\$0.00	0.0%	These fees are regulated by the Province of Ontario
Remote Sensing - LIDAR Topographic Data and derivatives (per 1 km <sup>2</sup> tile)	\$145.00	\$145.00	\$0.00	0.0%	
<b>Municipal Freedom of Information and Protection of Privacy Act Administration Fees</b>					<a href="#">Return to Top</a>
*Access Request Fee (per application)	\$5.00	\$5.00	\$0.00	0.0%	These fees are regulated by the Province of Ontario
*Record Search & Compilation Fee (per 15 minutes)	\$7.50	\$7.50	\$0.00	0.0%	
*Printing & Photocopying Fee (per page)	\$0.20	\$0.20	\$0.00	0.0%	
*Storage Device (each)	\$10.00	\$10.00	\$0.00	0.0%	
*Shipping Costs	actual cost	actual cost			
			\$1,576.25	1%	