

Schedule 'A' to Bylaw 2026-001
Council and Administration Fees

Item	Fees	Units of Measure	HST Applicable (Yes or No)	Comments
Photocopy – Black and white	\$ 0.25	per image	Yes	
Photocopy – Black and white Non-Profit Group	\$ 0.10	per image	Yes	
Photocopy – Colour copy	\$ 1.00	per image	Yes	
Facsimile Transmission (North America only)	\$ 1.00	per page	Yes	
Administrative Research	\$ 25.00	per half hour	Yes	
Commissioner for Taking Affidavits [Administering oaths and affirmations for affidavits and statutory declarations]	\$ 25.00	per document	Yes	
Commissioner of Oaths for Taking Affidavits [Attest to Life Marital Status and Residence Certificate for Residents of HH (for pension)]	No Charge	per statement	N/A	
Death Registration	\$ 25.00	per registration	Yes	
Lottery Licence – Raffle	3% of Prizes	per raffle	No	Legislated by AGCO
Lottery Licence – Break Open – per box	3% of Prizes	per box	No	Legislated by AGCO
Lottery Licence - Bazaar	3% of Prizes	per bazaar	No	Legislated by AGCO
Lottery Licence – Bingo	3% of Prizes	per bingo	No	Legislated by AGCO
Code of Conduct/ <i>Municipal Conflict of Interest Act</i> Formal Complaint Fee	\$ 150.00	per complaint	Yes	
Annual Kennel Application	Subject to Bylaw 66-2004			

Schedule 'A' to Bylaw 2026-001
Council and Administration Fees (cont.)

Item	Fees	Units	HST Applicable	Comments of Measure (Yes or No)
Municipal Freedom of Information Fees (MFIPPA)				
Fees are charged in accordance with <i>Municipal Freedom of Information and Protection of Privacy Act</i> MFIPPA requests that have an estimated cost of over \$100.00 are required to pay a deposit of 50%				
Application:	\$ 5.00	per application	No	
Record Preparation and Search Time:	\$ 7.50	per ¼ hour	No	No preparation time charged for Personal Information Requests
Photocopies/Scan:	\$ 0.20	per page	No	Option to send Electronic Record(s) via secure email (No Fee)
Computer Programming:	\$ 15.00	per ¼ hour	No	
Electronic Media (CD/USB etc.):	\$ 10.00	per device	No	
External Services:	As incurred			
Shipping Costs:	As incurred			

Routine Disclosure Fees

Routine disclosure requests that have an estimated cost of over \$100.00 may be required to pay a deposit of 50%

Application:	\$ 25.00	per application	No	Application Fee includes: - ½ hour of search time - Up to 10 photocopies or scans of the record(s)
Record Preparation and Search Time:	\$ 7.50	per 1/4 hour	No	
Photocopies/Scan:	\$ 0.20	per page	No	Option to send Electronic Record(s) via secure email (No Fee)
Electronic Media (i.e. USB):	\$ 10.00	per device	No	
Shipping Costs:	As incurred			
Other Costs:	As incurred			