

Any Municipal Facility Rental scheduled on a statutory holiday will incur a 25% surcharge

Administration	Fees
Commissioning documents	\$13.27 + HST
Photocopies:	
Black & White - one sided	\$0.05 + HST per copy
Black & White - two sided	\$0.10 + HST per copy
Coloured - one sided	\$0.20 + HST per copy
Coloured - two sided	\$0.25 + HST per copy
Scanning	\$0.25 + HST
Fax services	\$5.00 + HST
Finance and Tax Services	Fees
Tax receipt	\$5.00
Tax certificate	\$40.00
Returned cheques (NSF)	\$45.00
Duplicate tax bill	\$5.00
Tax statement	\$5.00
Charge to Add to Taxes	\$50.00
Account Correction Fee	\$10.00
Lottery Licences	Fees
Raffles	3% of prize (min. \$5.00)
Bingo	3% of prize
Break-open tickets	3% of prize
Freedom of Information Request	Fees
Application	\$5.00
For manually searching a record	\$7.50 (for each 15 minutes spent by any person)
For preparing a record for disclosure or severing part of a record	\$7.50 (for each 15 minutes spent by any person)
Building	Fees
Administrative charge	\$75.00
911 Post and Installation	\$100.00
911 Sign	\$25.00
Accessory buildings (includes decks, porches, carports, etc)	\$10.00 per \$1,000 (minimum \$50.00) + admin charge
Additions/alterations/renovations	\$10.00 per \$1,000 (minimum \$50.00) + admin charge
- where work includes plumbing	\$8.00 per fixture
Agricultural permits	\$10.00 per \$1,000 (minimum \$50.00) + admin charge
Building without a permit (to be added to permit fee if granted) Issue Stop Work Order Issue Order To Comply Issue Order To Not To Cover Or Enclose Issue Order To Uncover	\$250.00 each
Change of use permit + cost of construction where completed	\$50.00 + \$10.00 per \$1,000.00 + admin charge
Demolition permit	\$50.00 + admin charge
New construction - residential, commercial, industrial, institutional	\$10.00 per \$1,000 (minimum \$50.00) + admin charge
Occupancy permit	\$100.00
Outdoor solid burning device, fire place, wood stove	\$100.00 + admin charge
Plumbing permits	\$8.00 per fixture (minimum \$50.00) + admin charge
Pool permits	\$100.00 + admin charge
Renewal of expired permit	\$250.00
Telecommunication Tower Submission	\$250.00 per submission
Water Meters (standard 3/4" service)	\$325.00 (+ time/material/plumber as determined by the Township)
Water Meters (other)	TBD
By-Law	Fees
Clean & Clear Administrative Charge	\$75.00 (+ other applicable fees)
Fence Variance Application	\$75.00
Planning and Development	Fees
Merger Agreement	\$100.00
Minor amendment to an existing site plan	\$500.00 (+ other applicable fees)
Minor variances	\$600.00 (+ other applicable fees)
Plan of Subdivision & Condominium	\$12,500.00
Site plan or development agreement	\$1,500.00 (+ other applicable fees & deposits)
Survey compliance letters	\$40.00
Work order letters	\$40.00
Zoning By-law amendment	\$1,000.00 (+ other applicable fees)
Zoning By-law amendment to remove "H" or revise amendment	\$500.00 (+ other applicable fees)
Zoning compliance letter	\$40.00
Sewage Systems	Fees
Existing System Inspection (Sewage Systems Permit for change of use or building addition, comments on minor variance, or rezoning)	\$400.00
Mandatory re-inspection program	\$325.00 per property
Permit for Class 2 Sewage System (Greywater System)	\$500.00
Permit for Class 3 Sewage System (Cesspool)	\$500.00
Permit for Class 4 Sewage System Tank Replacement Only	\$400.00

Sewage Systems continued	Fees
Permit for Class 4 Sewage System, design capacity greater than 4500 litres per day and less than or equal to 10,000 litres per day.	\$1,450.00
Permit for Class 4 Sewage System, design capacity less than or equal to 4500 litres per day	\$1,000.00
Permit for Class 5 Sewage System (Holding Tank)	\$1,000.00
Rezoning or minor variance comments requiring a visit	\$250.00
Severance or Subdivision Comments	First lot \$300.00. Each additional lot - \$150.00
Severance or Subdivision Re-Inspection	First lot \$300.00. Each additional lot - \$150.00
Sewage System Permit for Filter Bed repair, replacement or extension of 6 square metres or less.	\$500.00
Transfer of permit to a new owner	\$375.00
Animal Control	Fees
Kennel licence on or before April 30th	\$100.00
Kennel licence after April 30th	\$150.00
Dog tags per neutered male or spayed female on or before April 30th	\$15.00
Dog tags per neutered male or spayed female after April 30th	\$20.00
Dog tags per male or female (not neutered) on or before April 30th	\$20.00
Dog tags per male or female (not neutered) after April 30th	\$25.00
Replacement tag(s) if lost	\$10.00
Fine for not having tag (\$75.00 + dog tag fee)	\$75.00 + dog tag fee
Tags for service dogs or puppies under 6 months	no charge
Livestock dogs	no charge
Licences	Fees
Burial Permits	\$10.00
Hawkers and Peddlers	\$250.00
Hot dog carts or ice cream carts	\$100.00 per year
Marriage Licences	\$125.00
Refreshment vehicle (chip truck or mobile canteen)	\$250.00 per month
Refreshment vehicle (chip truck or mobile canteen)	\$800.00 per year (maximum)
Refreshment vehicle special events	\$30.00 per event
Refreshment vehicle special events	\$300.00 per year (with maximum number)
Taxicab broker licence	\$100.00
Taxicabs (per cab new licence)	\$50.00
Taxicabs (per cab replacement licence)	\$15.00
Line Fence Viewers	Fees
Administrative fee	\$150.00
Plus: fee per fence viewer	\$75.00
Fire	Fees
Fire inspections institutional, provincial, federal occupancies	\$60.00
Fire inspections commercial, assembly, gov't funded, day cares, group homes, schools (when requested)	\$100.00
Residential single family homes, apartments in houses etc.	\$30.00
Other inspections:	
Vulnerable occupancy inspection	\$60.00
Special occasion inspection permits in locations not inspected annually	\$40.00
Liquor licence inspection	\$40.00
Compliance letters	\$40.00
Wood stove / chimney - new or existing	\$40.00
Fire reports	\$40.00
False alarms in excess of three (3)	\$375.00
Annual Incinerator Permit and Inspection	\$40.00
Cost of equipment and manpower billed at current MTO Rates for motor vehicle accidents or fires on a per hour basis. Cost of equipment and manpower billed at current MTO rates for hazardous material incidents	
Non-emergency Call Outs	\$50.00 per hour (Operator) \$100.00 per hour (Truck)
Unauthorized alteration of a Fire Condition Warning Sign	\$100.00
Open Air Burning Permit & Penalty Fees	
Set or allow fire to burn in contravention of By-law (Section 3.1)	\$200.00
Failing to obtain a permit/permission (Section 3.2)	\$200.00
Burning prohibited materials (Section 3.3)	\$200.00
Burning leaves (Section 3.4)	\$200.00
Setting an uncontained fire (Section 3.5)	\$200.00
Fire not attended, supervised or inadequate means to extinguish fire (Section 3.6)	\$200.00
Burn barrel (Section 3.9)	\$200.00
Failing to obtain incinerator permit/inspection (Section 3.11)	\$200.00
Recreational fire within 3m of structure, roadway, overhead wires or combustible material (Section 4.1)	\$200.00
Fire other than a recreation fire set within 22m of a structure, roadway, overhead wires or combustible material (Section 4.1)	\$200.00
Fire on public land or roadway (Section 4.2)	\$200.00
Fire on land where construction of a building or structure is ongoing (Section 4.3)	\$200.00
Failure to obtain owner's permission (Section 5.1)	\$200.00
Fire between sunset & sunrise (not applicable to recreational fires) (Section 5.2)	\$200.00
Fire or Fireworks during fire ban (Section 5.3)	\$1,000.00
Fire causing a nuisance or danger (Section 5.4)	\$400.00
Failure to call prior to setting an open air fire (Section 6.5)	\$100.00
Any subsequent fine occurred in the above penalties shall be fined two (2) times the amount of the previous fine or penalty for each repeated violation(s)	
Fire Permits - Special Occurrence Permit	\$25.00
Public Works	Fees
Entrance Minor Variance Application (non-refundable)	\$200.00 + HST

Public Works continued	Fees
Entrance Minor Variance Application (non-refundable)	\$200.00 + HST
Entrance Permit Application Processing (non-refundable)	\$250.00 + HST
Excavator	\$122.00 (per hour)
Front-end loader	\$98.00 (per hour)
Low Volume Entrance installation cost not requiring a culvert (min. deposit required, reimbурment to applicant of remaining deposit if any, invoice to applicant for cost over and above deposit)	\$1,580.00 + HST
Low Volume Entrance installation cost requiring a culvert (min. deposit required, reimbурment to applicant of remaining deposit if any, invoice to applicant for cost over and above deposit)	\$2,030.00 + HST
Low/High Volume Urban/commercial Entrance installation including apshalt (min. deposit required, reimbурment to applicant of remaining deposit if any, invoice to applicant for cost over and above deposit)	\$3,500.00 + HST
Municipal Consent Application	\$250.00 + HST
Permanent service disconnection	time/material
Pickup-Truck	\$70.00 (Per hour)
Road Occupancy Permit Application (non-refundable)	\$250.00 + HST
Sand bagging - non-emergency	\$50.00 (per hour) per person
Sand bagging - non-emergency - 1/2 ton truck	\$100.00 (per hour) includes operator
Sand bagging - non-emergency - PW dump truck	\$200.00 (per hour) includes operator/sand/sand bags
Tandem dump truck	\$105.00 (per hour)
Temporary Road Closure Permit Application (non-refundable)	\$250.00 + HST
Tractor back-hoe	\$95.00 (per hour)
Water & Sanitary Services	Fees
Disconnection of water service - temporary (after business hours)	\$197.50 (+ time/material)
Disconnection of water service - temporary (during business hours)	\$75.00 (+ time/material)
New Turf Permit	\$50.00
Pickup-Truck	\$70.00 (per hour)
Sewer connection	Refer to the Capital Charge By-Law for Water and Wastewater Services
Sewer connection alteration Inspection	\$100.00
Valve Operation Inspection (after business hours)	\$197.50 (+ time/material)
Valve Operation Inspection (during business hours)	\$75.00
Water By-law Violation - Administrative surcharge	\$75.00
Water By-law Violation - First offence fine	\$100.00
Water By-law Violation - Second offence fine	\$200.00
Water By-law Violation - Third offence fine	\$400.00
Water connection	Refer to the Capital Charge By-Law for Water and Wastewater Services
Water connection (Subdivision lots)	\$750.00 per lot
Water/Sewer 48 hour notices - Couriered	\$15.00 + incurred costs
Water/Sewer 48 hour notices - Hand delivered	\$15.00
Transfer Station Rates	Fees
Appliances - Freon Not Removed	\$27.00 each
Appliances - Freon Removed	FREE
Appliances - Hot water tanks, Stoves, etc	FREE
Boats up to 12ft ** Plus \$75.00 for every 3ft above 12 ft)	\$100.00 each
Bricks/Concrete Blocks	\$75.00 / cubic yard
Construction & Demolition Materials	\$35.00 / cubic yard
Household furnishings - Dining/Kitchen Chairs	\$5.00 each
Household furnishings - Large items (Couch) **Sofabeds plus fee for mattress	\$16.00 per item
Household furnishings - Medium items (Large chair, Kitchen table etc.)	\$13.00 per item
Household furnishings - Small items (Small End Tables, Living room tables, etc)	\$10.00 per item
Household waste disposed of at the A-N Transfer Station - Bagged	\$3.00 per bag
Household waste disposed of at the A-N Transfer Station - Not Bagged	\$20.00 / cubic yard
Mattresses	\$25.00 each
Paddle Boats, Canoes, Kayaks	\$50.00 each
Plastic outdoor furniture - Chairs	\$3.00 each
Pool - Fiberglass or Plastic (above 12' in diameter – backyard, recreational)	\$100.00 each
Pool - Small, Plastic (less than 12' in diameter – children's)	\$5.00 each
Pool Liners	\$50.00 each
Shingles (invoice for replacement shingles must be provided)	\$6.00 / bundle
Shingles (invoice for replacement shingles must be provided)	\$75.00 / cubic yard
Waste Collection & Disposal	Fees
Blue box	\$6.00
Composter	\$30.00
Digester with County Incentive	\$55.00
Digester without County Incentive	\$75.00
Residential household waste at curbside / container	\$2.00 per bag
Recreation	Fees
Community Centre Boardroom	\$32.00 per hour + HST
Community Centre Boardroom - Youth Organization	\$28.00 per hour + HST
Birthday Party (Ice Only)	\$120.00 per hour + HST
Day ice (Monday-Friday before 4:00 pm)	\$97.35 per hour + HST
Hockey Skills Academy	\$78.00 per hour + HST
Late ice (After March 31 · NDMS/NDSC)	\$137.00 per hour + HST
Late ice (After March 31 · Outside Minor Hockey)	\$160.00 per hour + HST
Norwood & District Minor Sports Tournament fee	\$120.00 per hour + HST
Norwood District Minor Sports (NDMS)	\$132.00 per hour + HST
Norwood District Skating Club (NDSC)	
Outside Minor Hockey Organizations	\$150.00 per hour + HST

Recreation continued	Fees
Outside Minor Hockey Tournament	\$140.00 per hour + HST
Pick-Up Hockey (off hours)	\$4.42 + HST per person (\$65.00 minimum)
Stick and Puck	\$4.42 + HST per person
Prime time ice	\$166.00 per hour + HST
Public skating	\$2.00 per person
Public skating sponsorship	\$129.00 per session + HST
Skate sharpening	\$6.19 + HST
Recreation - Off Season Ice Surface	Fees
Licenced event damage deposit	\$500.00
Non-licenced Event damage deposit	\$100.00
Arena surface rental - Ball hockey, Lacrosse etc.	\$62.00 per hour + HST
Arena surface rental - Concert/Jamboree	\$665.00 per day + HST
Arena surface rental - Local fundraising events	\$545.00 per event + HST
Arena surface rental - Non-profit functions	\$390.00 per event + HST
Arena surface rental - Wedding Reception (Day of only)	\$500.00 per event + HST
Arena surface rental - Wedding Reception (Includes use from 12:00 pm Day before, Day of, and until 11:00 am Day after)	\$675.00 per event + HST
Bags of ice (if requested for event)	\$2.65 per bag + HST
Sponsorship & Advertising - Community Centre	Fees
Ice resurfacers	\$65.00 per square + HST
Wall (4' x 8" sheet) for September 1 - August 31	\$155.00 + HST
Board (38" x 8' kit) for September 1 - August 31	\$230.00 + HST
Ice	\$535.00 per logo + HST
Ice below goal lines	\$360.00 per logo + HST
Sponsorship Packages - Refer to Sponsorship Policy for details	
Platinum	\$1,480.00 + HST (plus one-time production cost)
Gold	\$1,270.00 + HST (plus one-time production cost)
Silver	\$1,220.00 + HST (plus one-time production cost)
Bronze	\$820.00 + HST (plus one-time production cost)
Starter	\$450.00 + HST (plus one-time production cost)
Adult Skate Sponsor (32 events)	\$1,600.00 + HST per year
Olympia end glass	\$3,000.00 + HST (plus one-time production cost) per year [Reserved for five-years]
Norwood Town Hall	Fees
Licenced event damage deposit	\$500.00
Non-licenced event damage deposit	\$100.00
Hanna Frame Rental	\$50.00 per event
Kitchen only	\$73.01 per event + HST
Social event (maximum 5 hours)	\$35.00 per hour + HST
Social event (5 hours or more)	\$310.00 per event + HST
Youth Organization (maximum 5 hours)	\$28.00 per hour + HST
Youth Organization (5 hours or more)	\$290.00 per event + HST
Wedding (Includes 12pm Day before, Day of, and until 11am day after)	\$600.00 per event + HST
Wedding (Day of only)	\$400.00 per event + HST
Teas/Bazaars	\$82.00 per event + HST
Community Centre - Millennium Room	Fees
Licenced event damage deposit	\$500.00
Non-licenced event damage deposit	\$100.00
Wedding deposit	\$300.00
Bartender fee	\$44.25 per event + HST
Kitchen - Full Use (Access to entire kitchen)	\$73.01 per event + HST
Kitchen - Partial Use (fridge, freezer, counters)	\$22.13 per event + HST
Seniors (Tournaments)	\$57.00 per day + HST
Seniors (Wednesdays)	\$47.00 per day + HST
Social event (5 hours or more)	\$310.00 per event + HST
Social event (maximum 5 hours)	\$35.00 per hour + HST
Wedding (Day of only)	\$450.00 per event + HST
Wedding (Includes use from 12:00 PM the day before, the full day of the event, and until 11:00 AM the day after)	\$650.00 per event + HST
Youth Committee	\$155.00 per event + HST
Youth Organization (maximum 5 hours)	\$28.00 per hour + HST
Youth Organization/Camp (5 hours or more)	\$290.00 + HST
Pre and Post Event Access Fee (30 mins before and 30 mins after)	\$15.00 + HST
Additional Cleaning Fee	\$50.00 + HST
Community Centre - Lounge/Bar	Fees (after tax)
Domestic beer	\$4.75
Imported beer	\$5.25
Liquor (1 oz.)	\$4.75
Coolers	\$5.25
Wine (3 oz.)	\$4.25
Caesar	\$5.25
Corking fee	\$3.00 per bottle
Parks	Fees
Baseball Tournament (J.J. Stewart Diamond)	\$185.00 per day + HST
Baseball Tournament (Two Diamonds)	\$225.00 per day + HST
Norwood Minor Ball Tournament (Two Diamonds)	\$180.00 per day + HST
Township Park Shelters (Asphodel Park, Community Centre Park, Norwood Park, Westwood Park)	\$34.00 per event + HST

Parks continued	Fees
Norwood Minor Ball Season rate (11 hours per week for 10 weeks)	\$2,500 per season + HST
Norwood Minor Ball T-Ball Season rate (7 weeks using both diamonds for 45 mins each)	\$220.50 per season + HST
Norwood Minor Ball (Additional rate if weekly usage exceeds the hours included in the seasonal rate)	\$22.00 per hour + HST
Outside Minor Ball Organizations	\$25.00 per hour + HST
Other local clubs (i.e. 3 pitch league)	\$1,100.00 per event + HST
Rental Cancellations	Fees
Administration Fee - Cancellation less than two weeks before event	\$50.00 per event + HST
Administration Fee - Cancellation more than two weeks before event	\$25.00 per event + HST
Libraries	Fees
Printer/Photocopier (1 to 20 copies)	
8.5x11 or 8.5x14 - Black and White	\$0.25 per page (single sided) \$0.35 per page (double sided)
8.5x11 or 8.5x14 - Colour	\$0.50 per page (single sided) \$0.60 per page (double sided)
11x17 - Black and White	\$0.50 per page (single sided) \$0.60 per page (double sided)
11x17 - Colour	\$1.00 per page (single sided) \$1.10 per page (double sided)
Printer/Photocopier (21+ copies)	
8.5x11 or 8.5x14 - Black and White	\$0.15 per page (single sided) \$0.25 per page (double sided)
8.5x11 or 8.5x14 - Colour	\$0.40 per page (single sided) \$0.50 per page (double sided)
11x17 - Black and White	\$0.40 per page (single sided) \$0.50 per page (double sided)
11x17 - Colour	\$0.90 per page (single sided) \$1.00 per page (double sided)
Lamination	
8.5x11 only	\$2.00 per page
3D Printer	
Stock filament	\$1.00 base fee + \$0.25 per 10 min print time
Bring your own supplies	\$5.00 per hour (one hour minimum)
Cricut	
Paper/Cardstock	\$0.50 per page
Vinyl	\$1.50 per foot
Premium Vinyl	\$3.00 per foot
Base fee own supplies	\$5.00 per hour (one hour minimum)
Replacement Fees / Late Fees:	
Books, Audiobooks, Magazines	Full replacement plus \$3.00 handling fee
Inter-Library Loan Materials	\$1.00 per day to a max. of \$5.00 Full replacement plus \$3.00 handling fee
DVDs	Full replacement plus \$3.00 handling fee
Lending library items (trail packs, board games etc.)	\$1.00 per day to a max. of \$5.00 Full replacement plus \$3.00 handling fee
Puzzles	\$1.00 per day to a max. of \$5.00 Full replacement plus \$3.00 handling fee
Ontario Parks Passes	\$5.00 per day to a max. of \$50.00 Annual Vehicle Day Use Permit cost as per Ontario Parks annual fee schedule
Replacement Library Card	\$3.00
Charges:	
Non-Resident Membership Fee (6 months)	\$20.00
Non-Resident Membership Fee (12 months)	\$30.00
Rental of Westwood or Norwood Branch (community rentals not generating income, e.g., community group meetings, birthday parties) - less than 2 hours	\$20.00
Rental of Westwood or Norwood Branch (community rentals not generating income, e.g., community group meetings, birthday parties) - event rate	\$35.00
Rental of Westwood or Norwood Branch (rentals generating income, e.g., recreational/instructional activities) - less than 2 hours	\$30.00
Rental of Westwood or Norwood Branch (rentals generating income, e.g., recreational/instructional activities) - event rate	\$55.00
A/V Equipment (digital projector and speakers, available with any library branch rental)	\$10.00
Rental of Chairs and/or Tables (Westwood Branch only)	\$30.00 paid at time of pick-up
Rental of Chairs and/or Tables - late charge	\$5.00 per day
Deposit Non-refundable, required at time of booking	50% of rental fee



By-Law Number 2025-45
Schedule B

All Pricing Includes HST

Fitness Centre						
	<u>Adult*</u>	<u>Senior*</u>	<u>Youth *</u>	<u>Student*</u>	<u>Family *</u>	<u>Staff*</u>
Daily	\$ 9.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 20.00	\$ 4.50
Monthly	\$ 40.00	\$ 29.00	\$ 35.00	\$ 35.00	\$ 89.00	\$ 20.00
Quarterly (3 months)	\$ 105.00	\$ 83.00	\$ 88.00	\$ 88.00	\$ 228.00	\$ 52.50
Semi Annual	\$ 180.00	\$ 135.00	\$ 145.00	\$ 145.00	\$ 395.00	\$ 90.00
Annual	\$ 300.00	\$ 215.00	\$ 230.00	\$ 230.00	\$ 655.00	\$ 150.00

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- Adult Age: 18+
 - Senior Age: 65+
 - Youth Ages: 13-18
 - Student Ages: 19-25 with valid student card
 - Family Minimum of two (2) adults and maximum of four (4) persons**
 - Staff Permanent full-time employees, part-time and casual staff, as well as Council-appointed board and committee members

**All family members shall have the same permanent place of residence

Studio Space

Hourly Rental	\$ 33.90	
Monthly Rental	\$ 240.00	Maximum of 8 one hour rentals
		Minimum of three (3) months (price is per month)
Multi Month Rental	\$ 232.00	Maximum of eight (8) one-hour rentals per month

*10% discount to renters if in possession of a semi annual or annual membership

Replacement Cards	\$ 20.00
Membership Card Deposit	\$ 20.00 Cash