

**SCHEDULE A - CITY MANAGER'S OFFICE**

<b>Division</b>	<b>User Fee Description</b>	<b>User Fee (\$)</b>
<b>ARCHIVES</b>	Fire Insurance Map set CDs	
	Each	25.00
	Student – Each	15.00
	Photocopies – onsite	
	Per page	0.50
	Student – Per page	0.25
	Digital Image	
	Each	2.00
	Student – 5 Free Images THEN each Image	2.00
	Use of an image in a published article or book	
	Each	10.00
	Over-sized documents	20.00 plus costs invoiced by outside supplier
<b>CITY SOLICITOR &amp; CORPORATE COUNSEL</b>	Hourly charge for Legal Services staff (when reimbursable to the City)	
	Solicitor	200.00
	Law Clerk	65.00
	Registration of Subdivisions/Condominiums	3,500.00
	Flat Fee plus: (a) disbursements (b) outside counsel fees, if required	
	Registration of Agreements	500.00
	Applicants for any planning approvals that may result in appeals to the Ontario Municipal Board are responsible to pay the City's legal costs in defending the relevant by-law, decision or other approval	Deposit of  4,000.00
	Applicants for Committee of Adjustment approvals that may result in appeals to the Ontario Municipal Board are responsible to pay the City's legal costs in defending the relevant by-law decision or other approval	Deposit of  2,000.00

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<b>Division</b>	<b>User Fee Description</b>	<b>User Fee (\$)</b>
<b>OFFICE OF THE CITY CLERK</b>	Promotional Souvenirs	
	Lapel Pin	
	Organizations visiting other Cities (max. 50 pins)	No Charge
	Others	2.00
	City Sticker	0.23
	Pewter Commemorative Coin	
	Members of Council	13.45
	Other purchaser	18.00
	Sale of Marriage License	100.00
	Civil Marriage Ceremony	300.00
	Search of City Records	
	First 5 years	10.00
	Each additional year thereafter	15.00
	Copies of DVDs of Meetings of Committee of the Whole or City Council	10.00
	Burial Permit Forms to Funeral Directors	No Charge
	Agenda Subscription:	(annual fee)
	Corporate Pick-up Subscription	250.00
	Other Pick-up Subscription	200.00
	Mail-out Subscription	350.00
	Photocopies	0.50
		per page
	Requests (and other services) under <i>Municipal Freedom of Information and Protection of Privacy Act</i>	In accordance with legislation and regulations
	Certification of City Records	5.00 (+ copying cost)
	Oath of Affidavit by Commissioner of Oaths	20.00
	Pension Forms, Student Loans and Grants, Applications for Social Services and Documents required in support of these services	No Charge
	Still Birth Registration	No Charge

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<b>Division</b>	<b>User Fee Description</b>	<b>User Fee (\$)</b>
<b>OFFICE OF THE CITY CLERK</b>	Voters' List (Paper)	
	Full set of 7 Wards	120.00
	Each individual Ward	20.00
	Voters' List (Digital)	
	Full set of 7 Wards	50.00
	Each individual Ward	15.00
	Candidate's Guide	2.00
	Official Results	5.00
	Photocopies	0.50 per page
	Ward Maps:	
	Hard Copy	20.00
	Digital Copy	50.00
	Nomination Filing Fee:	
	Office of the Mayor	200.00
	Office of City Councillor	100.00
	Office of School Board Trustee	100.00
<b>LOTTERY LICENSING</b>		
	Raffle Lottery	Three (3%) percent of the total value of prizes to be awarded
	Bazaar Lottery	Three (3%) percent of the total value of prizes to be awarded AND \$10. per wheel
	Break Open Ticket Lottery	Three (3%) percent of prizes per unit
	Bingo Lottery at Pooling Hall	Three (3%) percent of the total value of prizes to be awarded
	Non-Pooling Halls and Media Bingo	Three (3%) percent of the total value of prizes to be awarded