

THE CORPORATION OF THE TOWN OF HANOVER

BY-LAW NO. 3320-24

Being a By-law to establish the rates, fees and charges for various services provided by the municipality

WHEREAS subsection 5(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the “Municipal Act”) requires that the powers of a municipality be exercised by its Council and subsection 5(3) requires that such powers be exercised by by-law including a capacity, right, power and privilege under section 9 unless specifically authorized to do otherwise;

AND WHEREAS Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities provided or done by or on behalf of it and for the use of its property, including property under its control;

AND WHEREAS Section 398 of the Municipal Act establishes that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, and provides that a Treasurer of a local municipality may add fees and charges imposed by the municipality under this Part to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes;

AND WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c.P.13, provides that a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet the anticipated costs to the municipality or Committee of Adjustment in respect of processing each type of application provided for in the tariff.

NOW THEREFORE the Municipal Council of the Corporation of the Town of Hanover hereby enacts as follows:

1. THAT the rates, fees and charges for various municipal services be established as shown in the Schedules attached hereto and forming part of this By-law.
 - Schedule ‘A’ - General Administration
 - Schedule ‘B’ - Cemetery
 - Schedule ‘C’ - Facilities & Services Rentals
 - Schedule ‘D’ - Recreation Programs
 - Schedule ‘E’ - Library
 - Schedule ‘F’ - Water and Sewage
 - Schedule ‘G’ - Garbage & Recycling
 - Schedule ‘H’ - Fire Department
 - Schedule ‘I’ - Building Department
 - Schedule ‘J’ - Planning and Development
 - Schedule ‘K’ - Licences (General)
 - Schedule ‘L’ - Animal Control
 - Schedule ‘M’ - Medical Clinic Locum Apartment
2. THAT the rates and fees as set forth in the Schedules attached hereto shall come into effect as of January 1, 2025.
3. THAT any By-laws inconsistent with this By-law are repealed in their entirety effective January 1, 2025.

4. THAT should any fee or charges authorized by this by-law remain unpaid and past due, as per Section 398(2) of the Municipal Act, staff is hereby authorized to add any such outstanding fees and charges to the applicable property for which all the owners are responsible for paying the fees and charges.
5. THAT By-law No. 3290-23, be hereby repealed in its entirety as of January 1, 2025.

READ A FIRST, SECOND and THIRD TIME and FINALLY PASSED this 18th day of November, 2024.

Susan Paterson, Mayor

Vicki McDonald, Clerk

General Administration	2025 Fee	Tax
Commissioner of Oaths	25.00	*
NSF/Returned Cheque/Pre-Authorized Payment (no charge if 1 st returned payment in 12 month period)	40.00	n/a
Photocopy Printing Fees (for municipal documents only)		
Black and White, (one-sided) per sheet	.40	*
Black and White (double-sided) per sheet	.50	*
Coloured copies (each side)	1.50	*
Tax Certificate (incl. Water Certificate) per assessed property	60.00	n/a
Tax Certificate (incl. Water Certificate) Rush less than 2 business days' notice	80.00	n/a
Water Certificate only	20.00	n/a
Tax Statement or Water Statement (no charge if account is on pre-authorized payment plan)	20.00	n/a
Duplicate copy or reprint of Tax Bill or Water Bill	20.00	n/a
Tax Sale Administration Fee	Actual costs + \$255.00	n/a
Tax Registration Administration Fee	Actual costs + \$255.00	n/a
FREEDOM OF INFORMATION		
Application Fee	5.00	n/a
Search	7.50 /quarter hr.	*
Record Prep	7.50 /quarter hr.	*
CD/USB	10.00	*
Photocopies	0.20	*
Other (e.g. Shipping)	Cost Recovery	n/a

The Town of Hanover endeavors to be open and transparent in all matters and to disclose information to the public as permitted within the framework of the Municipal Freedom of Information and Protection of Privacy Act. As required under the Act, a minimum application fee of \$5.00 is required along with each access to information request. Any additional charges over and above the \$5.00 application fee may be charged at the discretion of the Clerk in accordance with the Current Rates and Fees By-law.

Cemetery	2025 Fee	Tax
Death Registration, Out of Town by Division Registrar	16.00	n/a
Plot Sales		
Single Adult Grave		
Grave Charge	583.80	**
Care & Maintenance (40%)	389.20	**
Total Cost – Adult Grave	973.00	**
Single Child (1 - 12 yr) Grave		
Grave Charge	583.80	**
Care & Maintenance (40%)	389.20	**
Total Cost – Child Grave	973.00	**
Infant (Under 1 yr) Grave		
Grave Charge	285.60	**
Care & Maintenance (40%)	190.40	**
Total Cost – Infant Grave	476.00	**
Single Cremation Plot		
Grave Charge	301.80	**
Care & Maintenance (40%)	201.20	**
Total Cost – Cremation Plot	503.00	**
Columbarium Niche Sales (includes first inurnment)		
Centre Columbarium Upper 3 Rows		
Niche charge	1746.75	**
Care & Maintenance (15%)	308.25	**
Total Cost – Centre Columbarium Upper 3 Rows	2055.00	**
Centre Columbarium 3 rd Row from Bottom		
Niche charge	1654.95	**
Care & Maintenance (15%)	292.05	**
Total Cost – Centre Columbarium 3 rd Row from Bottom	1947.00	**
Centre Columbarium 2 nd Row from Bottom		
Niche charge	1563.15	**
Care & Maintenance (15%)	275.85	**
Total Cost – Centre Columbarium 2 nd Row from Bottom	1839.00	**
Centre Columbarium Bottom Row		
Niche charge	1470.50	**
Care & Maintenance (15%)	259.50	**
Total Cost – Centre Columbarium Bottom Row	1730.00	**
Outer Columbarium Wall Upper Row		
Niche Charge	1746.75	**
Care & Maintenance (15%)	308.25	**
Total Cost – Outer Columbarium Wall Upper Row	2055.00	**
Outer Columbarium Wall 3 rd Row from Bottom		
Niche Charge	1654.95	**
Care & Maintenance (15%)	292.05	**
Total Cost – Outer Columbarium Wall 3 rd Row from Bottom	1947.00	**
Outer Columbarium Wall 2 nd Row from Bottom		
Niche Charge	1563.15	**
Care & Maintenance (15%)	275.85	**
Total Cost – Outer Columbarium 2 nd Row from Bottom	1839.00	**
Outer Columbarium Wall Bottom Row		
Niche Charge	1470.50	**
Care & Maintenance (15%)	259.50	**
Total Cost – Outer Columbarium Bottom Row	1730.00	**
Interment Charges		
Bereavement Authority of Ontario (BAO) Consumer Protection Fee Disbursement	30.00	n/a
Adult grave opening	1059.00	**
Child (1 - 12 yr) grave opening	529.00	**
Infant (under 1 yr) grave opening	313.00	**
Cremation grave opening	529.00	**

Cemetery	2025 Fee	Tax
Saturday and Staff Overtime Interments	1.5 x applicable interment charge	**
Statutory & Municipal Holidays (by order of The Medical Officer of Health only)	2 x applicable interment charge	**
Sunday Burials (by order of The Medical Officer of Health only)	2 x applicable interment charge	**
Columbarium Niche Inurnment - (2nd opening) Mon. to Fri.	368.00	**
Columbarium Niche Inurnment (1st opening) Saturday	1.5 x niche inurnment charge	**
Columbarium Niche Inurnment (2nd opening) Saturday	1.5 x niche inurnment charge	**
2 nd Set of ashes (ground and niche) interred at same opening	119.00	**
Miscellaneous Charges		**
Engraving (Columbarium Niche door)	420.00	**
Disinterment (regular grave) - reburial charge extra	1060.00	**
Disinterment (cremation grave) reburial charge extra	529.00	**
Disinterment (Niche) – reburial charge extra	367.00	**
Use of Storage Vault	235.00	**
Plot Transfer Fee	119.00	**
Administration Fee	119.00	**
Monument/Marker		**
Monument / Marker Permit Fee	20.00	**
Flat Marker over 172 sq. inches (Ministry Prescribed Fee)	100.00	**
Upright Monument up to 4 ft in height or width (Ministry Prescribed Fee)	200.00	**
Upright Monument over 4 ft in height or width (Ministry Prescribed Fee)	400.00	**
Memorial Trees		**
50 mm diameter in designated areas	See below	**
White Spruce	TBD	**
Native Red Maple	TBD	**
Silk Ivory Lilac	TBD	**
Pine Oak	TBD	**
Plaque on base stand		**
Tree Plaque (5” X 8” aluminum with silver lettering)	300.00	**
Tree Plaque (5” X 8” cast with bronze lettering)	390.00	**
Benches (cost recovery)		**
Red Granite (straight bench)	705.00	**
Grey Granite (straight bench)	705.00	**
Grey Granite (curved bench)	705.00	**
Foundation for bench	195.00	**
Freight	cost recovery	**
Bench Plaque (4” x 6” aluminum with silver lettering)	235.00	**
Bench Plaque (4” x 6” cast with bronze lettering)	270.00	**

Facilities & Services Rentals	2025 Fee	Tax
Where no discounts already apply, All Youth Organizations receive 30% discount on facilities rentals All Non-Profit Organizations receive 25% discount on facilities rentals		
P & H Centre – Advertising		
Time Clock (2' x 6')	571.65	**
Time Clock (1' x 8')	571.65	**
Ice Surface Boards (4' x 8') Per Year Costs (3-sided viewing) (2-sided viewing)	844.60	**
	597.40	
P & H Centre – Arena Floor		
Floor Only - Monday to Thursday – Daily Rate	865.80	**
Floor Only - Friday to Sunday – Daily Rate	974.20	**
Floor - Setup / Takedown – Daily Rate, Monday to Thursday	433.00	**
Floor - Setup / Takedown – Daily Rate, Friday to Sunday	487.10	**
Floor - Setup / Takedown days - Hourly Rate	54.10	**
Floor Only - Hourly Rate	108.15	**
	47.10	
Services - Set up/Tear down Labour per 100 seating (tables & chairs)		**
Services - Hydro Panels Per Event	179.95	**
P & H Centre - Ice		
Prime Time Hourly- (Sat/Sun 7:30 am to 11:00 pm and Mon. to Fri. 4:30 to 11:00 pm, plus all Statutory Holidays)	165.00	**
Prime Time Hourly- Last minute booking, less than 72 hours prior to booking (Sat/Sun 7:30 am to 11:00 pm and Mon to Fri 4:30 to 11:00 pm, plus all Statutory Holidays)	118.90	**
Statutory Holidays Hourly (Prime Time Ice Rate plus Labour at double time; labour to be adjusted with wage increases)	calc. as per left	**
Non-Prime Hourly (11:00 pm to 4:30 pm. daily from Sunday to Friday, and prior to 7:30 am. Saturday and Sunday, pending building open / close hours)	135.85	**
Non-Prime Hourly, 7 days or less of booking date, 50% of non-prime rate (11:00 pm to 4:30 pm. daily from Sunday to Friday, and prior to 7:30 am. Saturday and Sunday, pending building open / close hours)	67.90	**
Shinny/Figure Skating Walk-Ins Per Hour (note 2015 rate pp – per person)	39.75	**
Town of Hanover – Meeting Rooms		
15% block booking discount – 5 or more room or arena floor rentals		
Civic Centre - Saugeen Room - hourly	50.75	**
Civic Centre – Saugeen Room – daily	228.40	
P & H Centre – Boardroom – hourly	26.75	**
P & H Centre – Boardroom - daily	120.50	
R.A.C. - Classroom: Hanover Volunteer Recreation & Culture Group Meetings		
P&H Centre – Auxiliary room – hourly	39.75	**
P&H Centre – Auxiliary room - daily	178.00	
R.A.C. - Classroom – hourly	49.65	**
R.A.C. – Classroom - daily	219.20	
R.A.C. – Lounge – hourly	56.75	**
R.A.C. – Lounge - daily	255.70	
R.A.C. - Viewing Gallery - hourly	64.90	**
Town of Hanover – Multi-Purpose Rooms		
Civic Centre - Community Hall – hourly	74.90	**
Civic Centre - Community Hall - daily	337.10	
Civic Centre - Community Hall – HCP/GBS – hourly	20.25	**
Civic Centre - Community Hall – HCP/GBS – daily	152.00	
P & H Centre - Lions Den – hourly	81.40	**
P & H Centre - Lions Den - daily	370.40	

Facilities & Services Rentals	2025 Fee	Tax
P & H Complex		
Full Rental - Arena Floor, Multi Purpose Space, Boardroom, Lobby-daily	1655.25	**
Pool Rentals - hourly (plus req'd staff)	123.10	**
Pool Rentals - Wading Pool - hourly	77.05	**
Pool - Non-Prime (after 10:00 p.m.). - hourly	94.70	**
Pool - Board of Education (lessons) - hourly	106.35	**
Facilities & Services Rentals		
Civic Centre – Theatre		
Community Theatre Rentals – hourly (<i>no access to Community Hall</i>)	81.45	**
Community Theatre Rentals – daily (<i>no access to Community Hall</i>)	366.25	
Theatre & Community Hall - Combined Rental – daily <i>Required for all public performances and productions</i>	526.20	**
Community Theatre – HCP/GBS– hourly	20.25	**
Community Theatre – HCP/GBS – daily	227.90	
Theatre Lighting Operator – per event up to 4 hours	94.00	
Each hour thereafter	23.50	**
Theatre Audio Operator – per event up to 4 hours	94.00	
Each hour thereafter	23.50	**
Theatre Audio Operator – professional service provider per event up to 4 hours	156.00	
Each hour thereafter	39.00	**
Grand Piano Rental (<i>Grey Bruce Singers Exempt as donated piano to Town</i>) (<i>HCP annual Fee 2 x rental fee</i>)	53.50	**
Equipment		
Overhead/Flipcharts – daily	14.25	**
Volleyball Equipment - 1 set	38.80	**
Volleyball Equipment - 3 sets	87.95	**
Photocopies (one-sided) per sheet	0.40	**
Photocopies (double sided) per sheet (8.5" X 11")	0.50	**
Photocopies: coloured copies (each side)	1.50	**
Marquee (per week NFP Only)	25.00	**
Equipment & Operator - hourly	105.30	**
Ball Parks - Kinsmen Ball Park/Agricultural Ball Park		
Lighted - Baseball Games – hourly	56.15	**
Lighted - Fastball Games – hourly	42.95	**
Non-Lighted Games – hourly	37.80	**
Practices – hourly	21.50	
Practices- per team per season	224.10	**
Tournaments - Hourly Rate	25.10	
Tournaments -Daily Rate /per diamond	150.10	**
Tournaments (Agricultural Park Baseball) hourly non-lit	30.50	
Tournaments (Agric. Park Baseball) hourly lighted	45.30	
Tournaments (Agric. Park Baseball) – daily per diamond	183.10	**
Tournaments (Attendant Option - hourly)	39.75	**
Soccer Pitches – R.A. Crawford, Rail Lands and R C Fields		
Practices - Mini Pitches – hourly	13.90	
Practices – Mini Pitches - seasonally	142.15	**
Practices - Major Pitches – hourly	21.75	
Practices – Major Pitches - seasonally	226.35	**
Games - Mini Pitches @ Rail Lands – hourly	25.30	**
Games - Major Pitches @ Rail Lands, RA Crawford - hourly	38.10	**
Tournaments - Major Pitches – hourly	25.30	
Tournaments – Major Pitches – per pitch daily	151.90	**
Tournaments - Mini Pitches - hourly	17.25	
Tournaments – Mini Pitches – per pitch daily	103.35	**
Tournaments - Attendant Option - hourly	38.70	**

Facilities & Services Rentals	2025 Fee	Tax
Hanover Town Park - Campground (12 serviced sites)		
Group Camping – 1 night	239.60	**
Group Camping – 2 nights	407.40	**
Group Camping – 3 nights	577.60	**
Parks		
J Binkley/T Paterson Pavilion (Bar and Kitchen) – daily	92.90	**
J Binkley/T Paterson Pavilion (Bar and Kitchen) – per tournament	179.95	
Hanover Town Park - Centennial Pavilion – hourly	29.60	**
Hanover Town Park – Centennial Pavilion - daily	92.25	
Heritage Square Damage Deposit – per event	100.00	**

Recreation Programs	2025 Fee	Tax
Aquatics Admissions		
Preschool (4 yrs. & under)	4.50	*
Student (5 - 17 yrs.)	5.50	*
Senior (65 yrs. and older)	6.00	*
Adult (18 yrs & over)	7.00	*
Aquafit	8.25	*
Family (same household maximum 5 person)	15.00	*
Family Additional Persons	4.00	*
Adult /Tot Swims (1 adult/1 preschool)	7.00	*
1 Hour Public Swim	3.00	
Swim Passes		
Preschool - 10 Visit (Admission X 9)	40.50	*
Preschool - 20 Visit (Admission X 17)	76.50	*
Student - 10 Visit (Admission X 9)	49.50	*
Student - 20 Visit (Admission X 17)	93.50	*
Senior - 10 Visit (Admission X 9)	54.00	*
Senior - 20 Visit (Admission X 17)	102.00	*
Adult - 10 Visit (Admission X 9)	63.00	*
Adult - 20 Visit (Admission X 17)	119.00	*
Aquafit - 10 Visit (Admission X 9)	74.25	*
Aquafit - 20 Visit (Admission X 18)	148.50	*
Family - 10 Visit (Admission X 9)	135.00	*
Family - 20 Visit (Admission X 17)	255.00	*
Swim Memberships		
Preschool - 6 Month (Admission \$4.50 x 30 weeks)	135.00	**
Preschool – Annual (Admission \$4.50 x 52 weeks)	234.00	**
Student - 6 Month (Admission \$5.50 x 30 weeks)	165.00	**
Student – Annual (Admission \$5.50 x 52 weeks)	286.00	**
Senior - 6 Month (Admission \$6.00 x 30 weeks)	180.00	**
Senior - Annual (Admission \$6.00 x 52 weeks)	312.00	**
Adult - 6 Month (Admission \$7.00 x 30 weeks)	210.00	**
Adult - Annual (Admission \$7.00 x 52 weeks)	364.00	**
Family - 6 Month (Admission \$15.00 x 30 weeks)	450.00	**
Family - Annual (Admission \$15.00 x 52 weeks)	780.00	**
Swim Lessons		
Tots (30 Minutes)	80.45	n/a
Preschool/Youth (30 Minutes)	87.85	n/a
Youth (45 Minutes)	90.20	n/a
Youth (60 Minutes)	110.50	n/a
Family Rate - First 2 Children in highest swim level, full price. Third or more children in lesser valued lesson, half price.	½ price	n/a
Private - 1 Lessons *(HST applied to adult lessons)	48.50	n/a
Private - 5 Lessons	194.05	n/a
Private – 9 Lessons	291.05	n/a
Semi-Private - 1 Lessons	40.40	n/a
Semi-Private -5 Lessons	161.50	n/a
Semi-Private - 9 Lessons	242.40	n/a
Low Ratio Lessons (1:3 ratio)	144.20	n/a
Stroke Correction	5.00	n/a
Advanced Courses – As per the established Advanced Course calculation		
Children’s Programs – Summer Camps		
Fun Club - 5 Day Week	184.80	n/a
Fun Club - 4 Day Week	146.80	n/a
Fun Club Family Rate - 3rd or more children	½ price	n/a
School Breaks		
PA Days, March Break, Christmas Break - per day	50.80	n/a
Family Rate - 3rd or more Children	½ price	n/a

Recreation Programs	2025 Fee	Tax
General – Adult & Senior Recreation Programs		
Carpet Bowling – drop in admission	3.00	*
Huff N Puff Hockey – drop in admission	12.00	*
Huff N Puff – 10 visit pass (Admission x 9)	108.00	*
Chair Yoga – 6-week session	***See below	**
Yoga – 6-week session	***See below	**
Senior Games – per event	5.00	*

Course calculation formula implemented in 2021. Calculation includes instructor, facility, supplies, 5% administration and program break-even participant number.

Library	2025 Fee	Tax
Non-Resident Fee (year)	75.00	n/a
Non-Resident Fee (3 months)	25.00	n/a
Non-Resident Student Fee (print only)	10.00	n/a
Overdue Fines (10.00 maximum per item)		n/a
Books & Audio	0.35	n/a
Videos, Games & Hotspots	1.50	n/a
Inter Library Loan	1.50	n/a
Bestsellers Books	1.50	n/a
Inter Library Loan (ILLO) not collected	5.00	n/a
Lost Materials (except ILLO)	Average Replace Cost	n/a
Damaged Materials (except ILLO)	Repair or Replace Cost	*
Damage – Library Barcode Removed	2.00	*
Obituary Lookup & Print (up to 5 pages)	20.00	n/a
Research (1st half hour free)	20.00 per 1/2 hr.	n/a
Exam Proctoring	100.00	n/a
Faxes		
Send or receive per page	1.00	*
Send or receive (5-9 pages)	flat rate 5.00	*
Send or receive (10-12 pages)	flat rate 6.00	*
Send or receive (13 pages or more)	0.50 per page	*
Photocopies / Printing		
B&W single sided per sheet	0.40	*
B&W double sided per sheet	0.50	*
Colour per side	1.50	*
Scan to email	n/c	
On Synthetic – Never Tear per sheet	5.00	*
Book Repairs (in house)	Minimum 5.00	n/a
Rental - Projection Screen per day	7.00	*
Rental - Slide Projector per day	10.00	*
Rental - LCD Projector (in house)	25.00	*
Rental - Flip Chart	5.00	*
Flip Chart Paper - per 5 pages	5.00	*
Lost Card Replacement	5.00	n/a

Note – Printing of resumes is charged as for any copying/printing. Free resume printing is available at the Family Y Employment Service. Prices for convenience services are set high so as not to compete with local businesses.

Water and Sewage	2025 Fee	Tax
In-Town Properties		
Water Service Charges - Monthly rate per unit		
Standard 5/8" x 3/4" (under 1") Meter	20.25	n/a
1" Meter	31.82	n/a
1 1/2" Meter	63.64	n/a
2" Meter	127.28	n/a
3" Meter	208.29	n/a
4" Meter	416.58	n/a
Metered Water Consumption (per cubic meter)	1.27	n/a
Fire Line Charges (per month)		
1" Water Main Connection	31.20	n/a
2" Water Main Connection	62.40	n/a
4" Water Main Connection	93.60	n/a
6" Water Main Connection	218.40	n/a
8" Water Main Connection	312.00	n/a
12" Water Main Connection	468.00	n/a
Basic Water Rate - annual charge per unit (Comm. properties without meters)	486.00	n/a
Basic Sewage Rate - annual charge per unit (Res. properties without meters)	656.10	n/a
Sewage Charge - % of total water charge	135%	n/a
Services Beyond Municipal Boundary		
Water Service Charges - Monthly rate per unit		
Standard 5/8" x 3/4" (under 1") Meter	40.50	n/a
1" Meter	63.64	n/a
1 1/2" Meter	127.28	n/a
2" Meter	254.56	n/a
3" Meter	416.58	n/a
4" Meter	833.16	n/a
Metered Water Consumption (per cubic meter)	2.54	n/a
Sewage Charge	135%	n/a
Miscellaneous Charges		
Disposal of sewage at Water Pollution Control Plant (more than 2% solids)	\$11.50/cu mtr 20.00 Minimum	n/a
Filling of permanent fixture swimming pools (not seasonal blow-up) (topping up pools will not be exempt)	Exempt from sewage charge	n/a
Penalty for past-due account	5%	n/a
Testing for Water Meter Accuracy (at customer's request)	67.50	**
Water Meter	Cost recovery	**
Water/Sewer Hook-up charges	Cost recovery	**
Water Shut-off fee	67.50	**
Water Final Reading	40.50	n/a
Bulk Water Connection Fee (2 x out of town flat rate fee)	81.00	n/a
Bulk Water Consumption Fee (per cubic meter) (out of town consumption rate)	2.54	n/a

Garbage & Recycling	2025 Fee	Tax
Recycling Boxes	15.00 (current cost recoverable rate)	**
Bag Tags (each)	2.50	n/a
Joint Landfill Fees		
Garbage - Per Tonne (12.00 min. charge)	145.00	n/a
Garbage - Per Tonne - (Non-Sorted)	290.00	n/a
Non-Hazardous Industrial Waste	290.00	n/a
Car Tires (max. 10 free)	Free	n/a
Truck Tires (max. 10 free)	Free	n/a
Appliances (with freon removed)	12.50	n/a
Spring Mattresses	22.00	n/a
Brush/Wood (over 2” diameter) – Per Tonne	145.00	n/a

Fire Department	2025 Fee	Tax
False Alarms (after 2 avoidable within the calendar year)	MTO Rate	n/a
Fire Inspections (includes 1 follow-up inspection)		
Daycare, Family Services, Community Living Requests	118.00	n/a
Real Estate/Lawyer Requests		
Single/Duplex / 1 to 2 commercial units	175.00	n/a
3 to 6 Units / 3 to 6 commercial units	226.00	n/a
Over 6 Units	334.00	n/a
3rd and subsequent follow-up per inspection	226.00	n/a
Property File Search	130.00	n/a
Fire Permit (May 1 to September 30 annually)	30.00	n/a
Fire Permit (January 1 to December 31 annually)	50.00	n/a
Burning without a fire permit	100.00	n/a
Burning during a fire ban	200.00	n/a
Fire Reports	145.00	n/a
Motor Vehicle Collision Fees		
per unit for first hour and each add'l hour or part thereof	MTO Rate	n/a
Technical Rescues		
Swift Water, Ice Water, Confined Space, Rope Rescue, Property Search and Recovery (includes staffing and equipment)		
first hour	600.00	n/a
each additional hour or part of	600.00	n/a
Aerial Ladder – (outside of Mutual Aid – includes staffing)		
first hour	600.00	n/a
each additional hour or part of	600.00	n/a
Fire Apparatus Stand-by – Fire Scenes (includes staffing & equipment)		
per unit for first hour and each add'l hour or part thereof	MTO Rate	n/a
Fire Apparatus Stand-by – Technical Specialties (includes staffing & equipment)		
first hour	600.00	n/a
each additional hour or part of	600.00	n/a
Drone – (outside of mutual aid – includes staffing)		
first hour	200.00	n/a
each additional hour or part of	200.00	n/a
S.C.B.A. Air Refills (each)	12.50	n/a
Smoke Alarms	52.00	n/a
Fire Extinguisher Training (per person) – Commercial Community Groups	18.50	n/a
Lock Box	150.00	n/a
Fire Response Fees – Indemnification Technology® Should an insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative	Current MTO Rates, plus any additional costs to the Town of Hanover	
Meeting Room Rental		
Training Room – hourly rate	74.90	**
Training Room -- daily Rate	337.10	
Training Facility (mezzanine) – hourly rate	\$105.30	**
Training Facility (mezzanine) – daily rate	\$473.85	
Laptop Rental – only available for other fire dept. use	\$10.00 / laptop / use	**

EXTERNAL SPECIALTY EQUIPMENT SERVICE FEE

On every occasion where vehicles, equipment and personnel of the Town of Hanover Fire Department responds to a call or incident in the Town of Hanover, Province of Ontario or the County of Grey, where such call or incident involves retaining a private contractor, renting, leasing or purchasing specialty equipment not normally on a fire apparatus, necessary to suppress or extinguish a fire, preserve property, prevent fire spread or otherwise eliminate an emergency; or for the purpose of determining the origin, cause, or circumstances of any fire or explosion, a fee shall be charged to the property owner’s insurance company for payment of all costs incurred.

Building Department	2025 Fee	Tax
Construction/Demolition/Change of Use Permits & Inspections		
Building Permit (Residential Single Detached, Semi-detached, triplex, fourplex, etc.)	8.00/1,000 or part thereof of estimated value of construction (min. fee 60.00)	n/a
New residential occupancies	2.25 per square foot	n/a
Commercial/Industrial/Institutional/All Other Uses	12.00/1,000 or part thereof of estimated valuation of construction (min. fee 100.00)	n/a
Demolition Permit		
Application for buildings 3,000 square feet and under	60.00	n/a
Application for buildings over 3,000 square feet	350.00	n/a
All Wood Burning Systems (per application)	100.00	n/a
Plumbing Permit	100.00 per application + 8.00/fixture	n/a
Change of Use Permit	10.00/1,000 or part thereof of estimated valuation of construction (min. fee 60.00 even when no construction proposed)	n/a
Moving Permit (per application)	100.00	n/a
Transfer of Permit (per application)	250.00	n/a
Renew Permit - Residential - Single detached, Semi-detached, triplex and fourplex	8.00/1,000 or part thereof of estimated value of construction (min. fee 60.00)	n/a
Renew Permit - Commercial/Industrial/Institutional/All Other Uses	12.00/1,000 or part thereof of estimated valuation of construction (min. fee 100.00)	n/a
Conditional Permits	Same fee as for final permit required by this by-law	n/a
Tents, as regulated	60.00 per event per location	n/a
Temporary Patio Extension	200.00	n/a
Signs, as regulated	10.00/1,000 or part thereof of estimated valuation of construction (min. fee 60.00)	n/a
Mobile Sign – 1 month	21.00	n/a
Mobile Sign – 2 months	42.00	n/a
Replace Existing Municipal Water Service	25.00	n/a
Replace Existing Municipal Sanitary Sewer Services	25.00	n/a
Sewage System Permit for Class 1	N/C	n/a
Sewage System Permit for Class 2 & 3 (each)	50.00	n/a
Sewage System Permit for Class 4 & 5	350.00 for new or replacement systems up to 4000L plus 0.10/L over 4000L to a maximum of 10,000L	n/a
Replacement, Repair, or Alterations of Tank of Leaching Bed	100.00 plus 25.00/1,000 of estimated cost for repair or alteration	n/a

Building Department	2025 Fee	Tax
Refunds - based on Status of Permit Application		
Application filed - no processing or review of plans submitted	80%	n/a
Application filed - Plans reviewed and permit issued	50%	n/a
Additional deduction for each field inspection that has been performed	10%	n/a
Permits valued at less than 100.00	NIL	n/a

- A) An investigation fee of \$150 shall be applied where work has commenced prior to the issuance of the required building permit in addition to the building permit fee.
- B) Any other building or structure not included above or where square footage cannot be calculated effectively, a rate of \$8.00 per 1000.00 of construction value shall be charged for a building permit.
- C) Inspection only – no permit required, a fee of \$75.00 per hour shall be charged.
- D) Inspection requested and not ready, a fee of \$75.00 shall apply.
- E) Re-inspection Fee - \$75.00 – applied after two (2) inspections which a building permit mandatory inspection failed or deemed incomplete.
- F) Plans re-examination fee due to major plans resubmittal, a fee of \$75.00 shall apply.

Planning and Development	2025 Fee	Tax
Subdivision Agreement	6,450.00	n/a
Application for an Amendment to the Official Plan	2,300.00	n/a
Application for an Amendment to the Zoning By-Law	2,100.00	n/a
Joint Application for Amendment to the Official Plan & Zoning By-Law	3,200.00	n/a
Application for Consent	1,100.00	n/a
Change of Consent Conditions	620.00	n/a
Application for a Minor Variance		
- variance for setbacks/lot area	650.00	n/a
- all other variances	950.00	n/a
Application for Part Lot Control	400.00	n/a
Cash-in-Lieu of Parking (per parking space)	800.00	n/a
Site Plan Control Fee - New Residential	2,600 plus 150/unit	n/a
Site Plan Control Fee - New Non-Residential	2,600 plus 3.05/m2	n/a
Site Plan Control Fee - Residential Expansion	1,250 plus 150/unit	n/a
Site Plan Control Fee - Non-Residential Expansion	1,250 plus 3.05/m2	n/a
Zoning Compliance Letter per assessed property	92.00	n/a

A) Any fees associated with planning applications received by the town will be cost recoverable and will be charged to the applicant upon receipt.

Licences – General	2025 Fee	Tax
Lottery Licencing (% of prize value)		
Bingo - In Town group	3.0%	n/a
Bingo - Out of Town group	3.0%	n/a
Raffle - In Town group	3%; minimum 15.00	n/a
Raffle - Out of Town group	3%; minimum 25.00	n/a
Bazaar - In Town group	3.0%	n/a
Bazaar - Out of Town group	3.0%	n/a
Break Open Tickets - In Town group	3% of prize value of each box 3000.00 max/calendar year	n/a
Break Open Tickets - Out of Town group	3.0%	n/a
Marriage Licence	155.00	n/a
Taxicab Licence		
Taxicab Annually	200.00	n/a
Additional Taxicab Annually	150.00	n/a
Limousine Annually	300.00	n/a
Additional Limousine Annually	300.00	n/a
Driver/Agent (1 Year)	100.00	n/a
Renewal Driver (1 Year)	100.00	n/a
Broker Annually	500.00	n/a
Replacement D/L	50.00	n/a
Replacement Tariff Card	30.00	n/a
Street / Outdoor Vending		
Mobile Canteen – By-law 2002-06-20-94	\$550.00 per vehicle/year	n/a
Refreshment Bicycles – By-law 1999-06-06-94	\$50.00 per bicycle/year	n/a
Hawkers & Peddlers - By-law 1998-06-06-94	\$550.00/year	n/a

Animal Control	2025 Fee	Tax
Cat Licences (one-time charge)		
Cat – spayed/neutered	33.00	n/a
Cat – unspayed/unneutered	43.50	n/a
Tag Replacement	11.00	n/a
Dog Licences - Annually before March 31		
First dog – spayed/neutered	21.25	n/a
Additional dog – spayed/neutered	32.00	n/a
First dog – unspayed/unneutered	32.00	n/a
Additional dog – unspayed/unneutered	42.25	n/a
Kennel Licence	132.00	n/a
Tag Replacement	11.00	n/a
After March 31 st (additional Fee) Late Payment Charge per dog/tag	11.00	n/a
After March 31 st (additional Fee) Kennel Licence Late Payment Charge	35.00	n/a

Note – Refer to Animal Control By-law No. 2819-13 for Set Fines under Part 1 Provincial Offences Act.

Medical Clinic Locum Apartment	2025 Fee	Tax
Doctor Rate		
Daily	65.60	**
Monthly	1,189.00	**
Minimum Charge	196.80	**
Medical Student Rate		
Daily	65.60	**
Monthly	772.90	**
Minimum Charge	196.80	**