



# **SERVICES AND FEES SCHEDULE 2020**

Schedule "A"

The Corporation of the County of Lambton  
2020 Services and Fees

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## Building Services Department

SERVICE	FEE
<p><b><u>Lambton County Member Municipalities</u></b></p> <p>Building Inspection and By-Law Enforcement Chargeable Rate</p>	<p style="text-align: center;">\$65.00 per hour*</p> <p style="text-align: center;">Plus the mileage rate as set by County Council, as amended from time to time.</p>
<p><b><u>Municipalities Outside Lambton County</u></b></p> <p>Building Inspection and By-Law Enforcement Chargeable Rate</p> <p>Plus a Stand-by Fee</p>	<p style="text-align: center;">\$90.00 per hours*</p> <p style="text-align: center;">Plus mileage rate as set by County Council, as amended from time to time</p> <p style="text-align: center;">\$500.00 per week</p>
<p><b><u>Special and Extra Inspections</u></b></p> <p>Chargeable Rate</p> <p>Due to faulty or defective work, or because of the work not being ready for inspection.</p> <p>This rate is applicable for each inspection after the second scheduled inspection.</p> <p>Rate is applicable for the administration and the enforcement of all building, septic, plumbing, and By-Law matters.</p>	<p style="text-align: center;">Chargeable Rate per hour plus the mileage rate as set by County Council, as amended from time to time.</p>

*\*Chargeable rates in effect are subject to change at any time upon Council adopting a By-Law approving new rates. Rates are generally reviewed and revised in July of each year.*

## Building Services Department

SERVICE	FEE
<b><u>Permits for Private Sewage Systems under Ontario Building Code 2006 Part 8:</u></b>	
Class 2: Leaching Pit System	\$150.00
Class 3: Cesspool System	\$150.00
Class 4: Leaching Bed System (Entire System)	\$500.00
Septic Tank Replacement Only	\$250.00
Leaching Bed Replacement Only	\$250.00
Class 5: A Holding Tank System	\$500.00
<b><u>Septic Administration:</u></b>	
File Searches	\$75.00
Sewage System Assessments (to evaluate proposals to re-use existing septic systems in connection with new connection)	\$75.00
<b><u>Septic reviews for applications made under the Land Use Planning &amp; Protection Act:</u></b>	
Severances (per lot)	\$75.00
Subdivisions and multi-lot (more than three) severances	\$300.00
Minor Variances (per application)	\$75.00
Official Plan Amendments & Rezoning	\$75.00

## Building Services Department Plumbing Permit Schedule of Fees

SERVICE	FEE PER UNIT
Basic Fee	\$70.00 each
Number of Dwelling Units	\$35.00 each
Fixtures	\$ 8.00 each
Soil vent stacks	\$35.00 each
Catch Basins	\$19.00 each
R.W.L.	\$ 7.00 each
Sanitary Lateral	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Storm Lateral	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Water lines	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Fire Service Main	\$ 1.50 per metre
Oil Interceptor	\$35.00 each
Backflow Preventor	\$35.00 each

- The basic fee shall be charged for any work that requires a permit.
- Where the owner or his agent makes application for a special inspection of any plumbing, drainage or water system work which is not a routine inspection, the applicant shall pay for the services of the Inspector per hour and cost of mileage incurred at the current rates as set by Lambton County Council, as amended, from time to time.
- For extra inspections made necessary because of faulty or defective work or because of the work not being ready for inspection, for each inspection after the second inspection, the applicant shall pay for the services of the Inspector per hour and cost of mileage incurred at the current rates as set by Lambton County Council, as amended, from time to time.
- An additional recovery fee applies to all commercial and/or industrial applications. Waterlines, storm and sanitary laterals exceeding 90 linear metres in length shall be subject to \$1.50 per linear metre when the base criteria has been exceeded and is applicable to each individual. Fire service mains in their entirety will be subject to \$1.50 per metre.

## Court Services Department

SERVICE	FEE
<b>NSF Fees<sup>1</sup></b>	\$30.00 per cheque
<b>Credit Card Chargeback Fee</b>	\$15.00
<b>Digital Records on CD</b> a) Single Day Recording b) Multiple Day Recordings	\$22.00 per case \$22.00 per case for the first day requested. \$10.50 for each additional day ordered for the same case.
<b>Transcript Fees</b> a) Transcription of First Copy	\$4.30 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hardcopy original)
b) Expedite (Within 5 business days)	\$6.00 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hard copy original)
c) Daily (Within 24 hours)	\$8.00 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hard copy original)
d) Reproduction - Electronic (Orders placed subsequent to the original)	\$20.00 per transcript

<sup>1</sup> Unless otherwise noted, all cheques returned to The Corporation of the County of Lambton (to all Divisions and Departments) on account of insufficient funds shall be subject to an NSF charge of \$30.00.

## Court Services Department

Service	Fee
e) Reproduction - Paper (Orders placed subsequent to the original)	\$0.55 per page for a certified hardcopy <i>(Electronic copy provided at no extra charge if requested at the same time as the hardcopy)</i>
f) Minimum Fee	\$20.00 per transcript
Access Card Replacement	\$30.00
Tax Rolling of Fine / Civil Enforcement Fee / Delinquent Fine Collection	\$25.00

Collection Fees on Delinquent, Defaulted and/or Unpaid Fine(s)  
As per Schedule "A" of By-Law 21 of 2011 (amended by By-Law 39 of 2019)

Name	Consumer Accounts			Commercial Accounts		
	1st	2nd	3rd	1st	2nd	3rd
Credit Bureau Services	12.00%	17.50%	29.50%	12.00%	17.50%	29.50%
CBV Collection Services	14.50%	21.50%	36.25%	14.75%	27.50%	44.00%
EOS	15.00%	21.00%	30.00%	15.00%	21.00%	30.00%
Partners in Credit	13.00%	22.00%	30.00%	13.00%	22.00%	30.00%
Credit Bureau of Canada Collection	13.00%	24.00%	37.00%	13.00%	24.00%	37.00%
Commercial Credit Adjusters	15.00%	23.00%	33.00%	13.00%	23.00%	33.00%



## Cultural Services Division

SERVICE	FEE
<b><u>Lambton Heritage Museum and Oil Museum of Canada</u></b>	
<b>Admission</b>	
Adults	\$ 5.00
Seniors and Students	\$ 4.00
Children	\$ 3.00
Family	\$15.00
Organized Tour through Company or Guide - 10% discount	
<b>Memberships</b>	
Single	\$ 20.00
Family	\$ 30.00
<b>Copy Fees</b>	
Photocopies (black and white)	\$0.50/copy
Photocopies (colour)	\$0.75
Digital Copies	\$5.00/image
<b>Publication Fee for Image Use</b>	
For Profit	\$200/image
Not for Profit	\$10/image
<b>Tour Program Material Fee</b>	
Per Child	\$ 0.75
Per Senior	\$ 1.50
<b>Family Heirloom Service – Archive Encapsulation</b>	
11 x 14	\$ 5.00
11 x 17	\$ 10.00
Oversize	\$ 25.00
<b>Laminating Services</b>	\$ 3.00/foot
<b>Rentals - Lambton Heritage Museum (regular business hours)</b>	
Church	\$250.00
Film Room	\$ 25.00
Tea Room	\$ 25.00
Kitchen	\$ 25.00
Gallery Space	\$250.00
<b>Rentals - After Hours Fee</b>	\$20.00/hour
<b>Refreshment Services</b>	\$1.00/person

## Cultural Services Division

SERVICE	FEE
<b>Craft Sale Booth Fees</b>	
Main Building	\$225.00
All Others	\$150.00
<b>NSF Fee</b>	\$30.00
<b>Museum in a Box</b>	\$15.00/week
<b><u>Lambton County Archives</u></b>	
<b>Memberships</b>	
• Individual	\$25.00/year
• Group/Society	\$25.00/year + \$5.00 per member
<b>Member Fees</b>	
Photocopies (black &white)	\$0.15
Photocopies (colour)	\$0.25
Microfilm Paper Copies	\$0.25
Microfilm Digital Copies	\$0.15
Research	1st hour free
Digital Copies	\$20.00/hr after
Obituary Look Up	\$5.00/image
	\$5.00
<b>Non-Member Fees</b>	
Daily Access	\$5.00
Photocopies (black and white)	\$0.50
Photocopies (colour)	\$0.75
Microfilm Paper Copies (self-serve)	\$0.50
Microfilm Digital Copies	\$0.25
Research	\$30.00/hour
Scanning Digital Copies (by staff)	\$5.00/image
Obituary Look Up	\$5.00
<b>Publication Fee for Image Use</b>	
For Profit	\$200/image
Not for Profit	\$10/image
<b>NSF Fee</b>	\$30.00
<b>CD Purchase</b>	\$1.50

## Cultural Services Division

Service	Fee
<b><u>Judith &amp; Norman Alix Art Gallery (JNAAG)</u></b>	
<b>Memberships Basic Level</b>	
Individual	\$20.00 includes HST
Seniors/Students	\$15.00 includes HST
Senior Couple	\$25.00 includes HST
Family	\$30.00 includes HST
Employees of The Corporation of the County of Lambton	\$15.00 includes HST
<b>JNAAG - School Tour Groups</b>	
Guided tour - minimum \$50.00	\$5.00 per person
Guided tour with activity - minimum \$80.00	\$8.00 per person
<b>JNAAG Facility Rental - Seminars &amp; Meetings*</b>	
Gurd Room - ½ day session (up to 4 hours)	\$250.00
Gurd Room - full day session (up to 8 hours)	\$400.00
Lecture Theatre - ½ day session (up to 4 hours)	\$250.00
Lecture Theatre - full day session (up to 8 hours)	\$400.00
Technical fees	\$75.00 per hour
<i>*Available during regular operating hours only</i>	
<b>JNAAG - Other Activities</b>	
Bus Trips	Cost recovery + disbursement
Adult Art Classes	Cost recovery + disbursement
Birthday Parties	Cost recovery + disbursement

## Cultural Services Division

SERVICE	FEE
<b><u>Lambton County Library</u></b>	
<b>Room Rentals</b>	
Sarnia Library Theatre Rental Rate	\$20.00 per hour
Piano Practice Rental Rate	\$10.00 per hour
<b>Sarnia Library Meeting Rooms</b>	
East Room	\$10.00 per hour
West Room	\$10.00 per hour
<b>After-Hours Fees</b>	
Staff Facilitation Fee	\$40.00 per hour
Technician Fee	\$40.00 per hour
Piano Tuning Fees	Billed based on actual tuning costs
<b>Promotional Materials</b>	
Library Bags - Small	\$2.50 each
Library Bags - Large	\$5.00 each
Library Bags - Deluxe	\$15.00 each
Mugs	\$10.00 each

## Cultural Services Division

SERVICE	FEE
<b><u>Fines for Overdue Materials</u></b>	
Children's Printed Materials	No Fines
Adult Printed Materials	\$0.25 per day, up to \$5.00
Young Adult Printed Materials	\$0.15 per day, up to \$5.00
Any Material Type borrowed by Accessible, Institutional or Cultural Services staff card holders	No Fines
DVDs, Video Games, Playaways, CDs, Blu-Ray Discs	\$1.00 per day, up to \$5.00
E-Readers	\$5.00 per day up to \$25.00
Snowshoes	\$1.00 per day, up to \$10.00
GPS Units	\$0.25 per day, up to \$5.00
Pedometers	\$0.25 per day, up to \$5.00
Pedometer Sets	\$0.25 per day, up to \$5.00
Physical Literacy Kits	\$0.25 per day, up to \$5.00
<b><u>Other Services</u></b>	
Replacement/Duplicate Library Card	\$2.00 each
Non-Resident Library Card	\$50.00 bi-annually
Thumb Drives	\$5.00 each
Exam Proctoring Service	\$10.00 per exam
Copying (Copier/Computer) - Black & White	\$0.25 per sheet of paper
Copying (Copier/Computer) - Colour	\$0.50 per sheet of paper
Copying (from Microfilm)	\$0.25 per sheet of paper
Interlibrary Loan Fee	Based on lending library's requirements
Interlibrary Loan Non-pickup Fee	\$10 per item
Program/Activities Fee	Based on cost recovery plus disbursement
Processing Charge - for material repairs	\$5.00 each
NSF Fee	\$30.00 per cheque
Collection Agency Referral Fee	\$25.00 per referral
<b><u>Makerspace</u></b>	
3D Printing	\$1.00 plus \$0.25 per gram
Book Binding	\$1.00
Button Maker	\$0.25
Photo Printing (per print)	\$1.00
CDs and DVDs	\$1.00

## Cultural Services Division

SERVICE	FEE
<b><u>Lost or Damaged Materials</u></b>	
Adult Book	\$40.00
Children's Book	\$12.00
Paperback Book	\$10.00
Audio Book	\$50.00
• For single missing disc	\$10.00
Chromebook	\$300.00
Compact Disc	\$30.00
Children's Disc and Book Kit	\$20.00
DVD/Blu-Ray Disc	\$30.00
Magazine/Periodical	\$10.00
Playaways/ Theme Kits/Launch Pads	\$100.00
Book Club Kits	\$300.00
• For single missing book	\$40.00
Video Games	\$60.00
E-Readers/Tablets	\$100.00 - \$300.00
Snowshoes	\$100.00
GPS Units	\$100.00
Pedometers	\$30.00
Pedometer Sets	\$240.00 per set
• Individual Unit	\$30.00
Handheld Victor Reader Stream	\$369.00
Daisy Readers	\$455.00
Physical Literacy Kit	\$300.00
• For books only	\$100.00

## Human Resources Department

<b>SERVICE</b>	<b>FEE</b>
File Reproduction and/or File Search	\$30.00 per hour \$0.50 per page
Professional Services (provided pursuant to local tier municipalities and related organizations services agreement.)	\$85.00 per hour

## Homelessness Prevention and Children's Services Department

SERVICE	FEE
<b><u>Circles - Licencing Scale Canadian Sites</u></b>	
Year 1	\$12,000 per year + \$2,400 Data System Fee + HST
Year 2	\$9,000 per year + \$2,400 Data System Fee + HST
Year 3	\$6,000 per year + \$2,400 Data System Fee + HST
Year 4 (and each year after that)	\$2,500 per year + \$2,400 Data System Fee + HST

## Homelessness Prevention and Children's Services Department

SERVICE	FEE
File Reproduction and/or File Search	\$30.00 per hour \$0.50 per page

## Ontario Works Department

SERVICE	FEE
File Search and/or Photocopies	\$30.00 per hour \$0.50 per page



## Housing Services Department

SERVICE	FEE
<b>Fees</b>	Dollar amount or method by which they are calculated.
<b>Rent</b>	30% of gross monthly income up to full market rent or per Social Assistance Scales established by the Ministry of Municipal Affairs and Housing.
<b>Utility Charge</b>	When the utilities for rental units are paid by the Service Manager the tenant's rent is increased by charges established by the Ministry of Municipal Affairs and Housing. Utility charges vary by the size and type of unit.
<b>Maintenance Charges</b>	Full cost recovery.
<b>Fire and Water Damage</b>	All costs incurred for fire or water damage up to the full amount of the deductible may be charged back to the tenant. A minimum charge of 10% of the tenant's current gross annual income to the full amount will be charged where a tenant has failed to obtain proper insurance.
<b>Television Antenna Charge</b>	Where a television antenna is supplied, the tenant's rent is increased by \$1.00 per month.
<b>Air Conditioning Charge</b>	Where the cost of hydro is paid by the Service Manager the tenant is charged \$5.00 per month for each window air-conditioner.
<b>Legal Fees</b>	Full cost recovery.
<b>Parking Fees</b>	Each tenant receives one parking space based on availability. \$10.00 per month is charged for each additional non-designated parking space.
<b>Laundry</b>	Coin Operated - \$1.30 - \$2.30 per washer or dryer.

**Note:** Fees charged by The Corporation of the County of Lambton are subject to all applicable provincial and federal goods, services and sales tax.

## Information Technology Department

SERVICE	FEE
<b>Orthophotography Data</b>  For 30 cm Colour Orthophotography tiles (1km x 1km geotiffs)	\$50 per tile \$50 Administration fee (if requesting 5 tiles or less) \$2 Digital Media charge Shipping & Handling (if required)
For 10cm Colour Orthophotography tiles (500m x 500m geotiffs)	\$150 per tile \$50 Administration fee (if requesting 5 tiles or less) \$2 Digital Media charge Shipping & Handling (if required)
Parcel Fabric	\$0.30/parcel plus \$50 administration fee for any parcel request, \$2.00 media charge,  Shipping and Handling (if required)
IT Support Related Services	\$85.00 per hour + expenses (full cost recovery)

## Legal Services/Clerk's Department

SERVICE	FEE
Prosecutorial Services of Municipal By-Laws	\$85.00 per hour
Professional Legal Services (provided pursuant to service agreement)	\$150.00 per hour

## Long-Term Care Division

SERVICE	FEE
<b><u>Room Rentals (All Long-Term Care Homes)</u></b>	
Small Meeting Room and Staff Training Room	\$25.00
Auditorium and Basement Library	\$50.00
Funeral Homes (Auditorium, Chapel, Lobby, Labour)	\$150.00 per funeral
Kitchen Off Auditorium/Dishes and Clean up	\$25.00
Tablecloth Rental	\$2.00 per unit
<b><u>Meals on Wheels</u></b>	
Packaged Complete Meal	\$8.50
Packaged Entrée	\$6.50
Packaged Soup/Salad/Dessert	\$2.00
Staff Meal	Soup \$2.00, Entrée \$4.00
Volunteer Meal	\$0.00
Apartment Meal	\$8.50
Visitor Meal (with Resident)	\$8.50
Sunday Supper (Easter, Thanksgiving, Christmas, Mother's Day, etc.)	\$12.00
<p><i>**Special Occasions (by invitation) may vary.</i></p> <p><i>**For groups of 3 or more please contact the Nutrition Supervisor for meal pricing.</i></p>	
<b><u>Meetings/Conferences</u></b>	
Morning meeting - muffin/pastry, fruit or cheese, juices, water, coffee & tea	\$6.00 per person
Luncheon - Entrée Beverage, Dessert, Coffee & Tea	\$8.00 per person
Afternoon Meeting - Squares/Cookies, Fruit, or Cheese & Crackers & Fruit, and Beverages	\$6.00 per person
Full Day - Morning, Lunch, Afternoon	\$16.00 per person
Diners Club	\$10.00 per meal

## Office of the CAO

SERVICE	FEE
<b>Photocopies</b> KIP Photocopies (Planning Department)	\$0.50 per page  \$5.00 per page
<b>Fax charges</b>	\$0.50 per page includes HST
<b>Souvenirs (Plus HST)</b> Lapel Pins (Crest) Lapel Pins (Logo) Mugs Travel Mugs Spoons Ties Wine Glasses	\$ 0.38 \$ 0.33 \$ 7.17 \$14.47 \$ 2.05 \$15.00 \$ 6.28
<b>Flags</b> County of Lambton	\$52.41
Freedom of Information Requests	Fees as per Provincial Legislation

## Planning and Development Services Department

SERVICE	FEE
Official Plan Amendment	\$600.00
Zoning By-law Amendment	\$400.00
Zoning Compliance Letter (with or without survey)	\$70.00
Application for Exemption to Clear Woodlands	\$1,000.00
Extension for Approved Exemption Permit	\$150.00
Notice of Intent/Goods Forestry Practice Cuts	\$50.00
Application for Minor Exemption Requests (Under Section 3)	\$250.00
Changes to a Provisional Consent	\$200.00
Plan of Subdivision/Condominium Application 0 - 20 lots	\$3,000.00
Plan of Subdivision/Condominium Application 21 - 50 lots	\$4,000.00
Plan of Subdivision/Condominium Applications 50 + lots	\$6,000.00
Plan of Condominium Conversion Applications	\$1,500.00
Exemption request for Condominium/Condominium Conversion	\$500.00
Plan of Subdivision Part Lot Control	\$500.00
Plan of Subdivision/Condominium Extension to Draft Plan Approval	\$200.00
Plan of Subdivision/Condominium Re-Submission of Lapsed draft Plan Approval	50% of current Plan of Subdivision/Condominium Application Fee

## Procurement & Project Management Department

SERVICE	FEE
*Electric Vehicle Charging Stations County Administration Building, Wyoming	\$1.91 per hour \$2.00 per hour
<b><u>Lambton Shared Services Centre - Room Rentals</u></b>	
Computer Lab	\$210.00 per day or \$75.00 per hour
Meeting Room (small)	\$110.00 per day or \$20.00 per hour
Meeting Room (large)	\$160.00 per day or \$35.00 per hour
Boardroom	\$110.00 per day or \$20.00 per hour
***Rooms are available Monday-Friday from 8:30 a.m. - 4:30 p.m. Access to rooms outside these hours is a rate of \$75.00/hour.	

\* A charge of \$1.91 per hour (billed by the second) at all charging stations except that located at the County Administration Building in Wyoming, where a flat rate charge of \$2.00 per hour applies.

## Public Works Department

SERVICE	FEE
Pipeline Crossings (private)	See Schedule "A" By-Law 13 of 2008
Tipping Fees	\$50.00 per metric tonne or \$18.00 per cubic yard
Tires (passenger car, pickup)	\$2.50 per tire (rim off) \$5.00 per tire (rim on)
Sign Permit	\$100.00
Entrance Permit	\$25.00
Cost recovery for damages to public property caused during collision	Actual Cost
MOVING PERMITS	
Oversize loads under 3.75 meters wide	\$75.00
Oversize loads over 3.75 meters wide	\$300.00
Overweight loads under 3.75 meters wide	\$150.00
Overweight loads over 3.75 meters wide	\$750.00
Annual Oversize Loads	\$400.00, plus \$40.00 for each additional permit to the same company

## Public Health Services Division

SERVICE	FEE
<b><u>Emergency Medical Services Department</u></b>	
Special Events Coverage (Agreements) Four (4) hour minimum	
<ul style="list-style-type: none"> <li>• One (1) Ambulance, Two (2) Paramedics</li> <li>• One (1) Supervisor</li> </ul>	\$170.00 per hour \$ 90.00 per hour
Provision of Ambulance Call Report Record with Signed Authorization	\$150.00



## Public Health Services Division

SERVICE	FEE
<b><u>Lambton Public Health</u></b>	
Property File Search	\$75.00
Other: File Reproduction and/or Search	\$30.00 per hour \$ 0.50 per page
Food Handler Certification Course (Classroom/Home Study)	\$40.00 includes HST
Food Handler Certification Course (Exam only)	\$10.00 includes HST
Public Pool Operators Course	\$20.00 includes HST
Third Party TB Skin Test	\$20.00
Phlebotomy for IGRA Test (TB Test)	\$90.00 includes HST
Travel Clinic - Consultation Fee	\$35.00
Immunization Clinic – Vaccine Administration fee (excludes publicly funded vaccines)	\$20.00 + vaccine cost
Refrigerator Thermometers	\$40.25
Garden Fresh Box - Single	\$10.00
Garden Fresh Box - Family	\$15.00
Garden Fresh Box - Fruit Bag	\$5.00
Garden Fresh Box - Veggie Bag	\$5.00
Prenatal Classes** (*Prenatal Class Fees may be reduced or waived upon request.)	\$75.00 includes HST
Birth Control Patch (EVRA)	\$10.00 per package
Contraceptive foam	\$7.00 per package
I.U.D.	\$56.00
Nuva Ring	\$12.00 per package
Oral contraceptives	\$10.00 per pack
Plan B (E.C.P.)	\$10.00 per occasion
Sexual Health - Comprehensive Elementary Education Course	\$300.00 per course

**NOTE: All fees quoted herein are subject to applicable H.S.T. unless otherwise expressly stated.**