

**Schedule "A"**  
**Attached to and forming part of By-law 2018-087**  
**THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES**  
**LEGISLATIVE SERVICES**  
**EFFECTIVE JULY 13, 2018**

FEE DESCRIPTION	APPLICABLE FEE in \$ (+ HST, WHERE APPLICABLE)
Photocopies Per copy for the first 10 copies Per copy after the first 10 copies Per hour for staff time for copying Per hour for staff time for research and retrieval Plot Copies - per square foot	1.00 0.50 40.00 40.00 1.00
Photocopies Special groups within the Township Per copy (i.e. Museum, Adult Skating, Adult Hockey Teams, Minor Hockey, Figure Skating and Ringette Clubs) (Note: if the special group provides the paper required, the fee may be waived)	0.25
Photocopies Committees directly related to the Township (i.e. Community Centres, Heritage, Communities in Bloom, Recreation Trails, Economic Development)	no charge
Data Stick - Per Township Issued Data Stick	20.00
Document Certification - Per related set of documents/ per visit (non municipal)	20.00
Document Commissioning - Per related set of documents/ per visit (non municipal) i.e. motor vehicle transfer/travel/letters/pension documents	20.00
Municipal Freedom of Information & Protection of Privacy Requests Request for access Per page of photocopies and computer printouts Per each USB Thumb Drive or CD Per 15 minutes spent by any person for manually searching a record and for preparing a record Per 15 minutes spent by any person preparing a record for disclosure including severing Per 15 minutes spent by any person developing a computer program or other method to produce a record from machine readable record	5.00 0.20 10.00 7.50 7.50 15.00
Original Road Allowance Purchase Per application (plus cost of land at the rate of \$0.70 per square foot – minimum of \$1,000.00). Applicant is also responsible for all legal and survey costs. Original Shore Road Allowance Purchase Per application (plus cost of land at the rate of \$0.70 to \$1.40 per square foot – minimum of \$1,000.00). Applicant is also responsible for all legal and survey costs. Sale of Flooded Land Per application (plus cost of land at the rate of \$ 0.70 to \$ 1.40 per square foot – minimum of \$ 1,000.00). Applicant is also responsible for all legal and survey costs	Application 900.00 Refund if denied 450.00  Application 900.00 Refund if denied 450.00  Application 500.00
Sale and Other Disposition of Land Per application Application refund if denied Land acquisition cost -appraisal of the fair market value. Applicant is also responsible for all legal and survey costs	900.00 450.00
License Agreements Per initial agreement application (annual fee of \$600.00 for first five years, with annual fee increases at \$150.00 per every 5 year increment). Applicant is also responsible for all legal & survey costs. Per application to renew an existing agreement. Applicant is also responsible for all legal & survey costs.	Application 700.00 Refund if denied 350.00  Application 400.00 Refund if denied 200.00

**Schedule "A" - continued**  
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Bingo Lotteries (prizes not to exceed \$5,500 in any event)	3% of the total prizes to be awarded in one event multiplied by the number of events to be licensed
Raffle Lotteries (prizes not to exceed \$ 50,000 in any event)	3% of the market value of all the prizes, whether it be cash or merchandise (minimum charge 3.00)
Break Open Ticket Lotteries (Nevada)	3% of the prizes to be awarded per unit multiplied by the number of units to be sold
Bazaar Lotteries – a one day event conducting a combination of a raffle not exceeding \$ 500.00 in prizes, a bingo not exceeding \$ 500.00 in prizes, a maximum three wheels of fortune with a maximum bet of \$ 2.00.	3% of the prizes to be awarded in raffle & bingo, 10.00 per wheel of fortune per day
Lottery License Amendment or extension to existing license	50.00
Lottery License Letter of support for Provincial license	50.00
Liquor License AGCO Municipal Information Form - Per request	50.00
Liquor License AGCO Temporary Liquor License extension - Letter of No Objection - Per request	50.00
Liquor License AGCO Significant Event Status Resolution	50.00
Fence Viewers Administration fee	Application Fee 300.00
Property Standards Fee to appeal an Order to Comply in accordance with the Ontario Building Code Act, 1992 S.O. 1992, Chapter 23, Section 15.3, to the Property Standards Appeal Committee.  (Fee required to file application – fee will be refunded if order not confirmed by the committee) A confirmed order includes an order modified by the committee.	Appeal Fee 300.00
Civil Marriage Solemnization Services	300.00 plus travel and accommodation expense
Council Members' Code of Conduct Formal Complaint application fee	50.00