



**City of Kingston  
Report to Council  
Report Number 26-003**

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**To:** Mayor and Members of Council  
**From:** Desirée Kennedy, Chief Financial Officer & City Treasurer  
**Resource Staff:** Lana Foulds, Director, Financial Services  
**Date of Meeting:** December 16, 2025  
**Subject:** Fees and Charges By-Law for the 2026 fiscal year

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**Council Strategic Plan Alignment:**

Theme: Policies & by-laws

Goal: See above

**Executive Summary:**

The [Municipal Act, 2001](#) authorizes a municipality to impose fees for services. Fees charged to users for various services are a primary source of municipal revenue, representing approximately 15% of the City's total municipal revenue budget. The purpose of this report is to recommend that Council pass a new by-law to establish the fees and charges for the 2026 fiscal year.

In most cases, services that have fees associated with them are also subsidized in various proportions by taxation revenues. Therefore, it is important that fee adjustments are reviewed on an annual basis and in conjunction with a review of respective service costs to ensure that the proportion of user fees and taxation subsidy is maintained and related service costs are appropriately recovered. If fees are not adjusted appropriately, the result will be increased pressure on tax increases to subsidize the costs of providing the service.

As part of the annual budget process, Financial Services reviews, in conjunction with City departments, all fees and charges to ensure that they are being applied in accordance with policy and strategic direction. Respective revenues will be incorporated into the Mayor's 2026 operating budget based on the fees and charges established for 2026.

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It is recommended that Council give three readings to the “A By-Law to repeal City of Kingston By-Law Number 2025-06, "Fees & Charges By-Law, 2025" in its entirety, and to establish “Fees & Charges By-Law, 2026” as presented in Exhibit A.

**Recommendation:**

**That** the by-law attached to Report Number 26-003 as Exhibit A, entitled “A By-Law to repeal City of Kingston By-Law Number 2025-06, "Fees & Charges By-Law, 2025" in its entirety, and to establish “Fees & Charges By-Law, 2026”, be presented to Council for all three readings to establish the fees and charges for the 2026 fiscal year.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY CHIEF

FINANCIAL OFFICER & CITY TREASURER

Desiree Kennedy, Chief  
Financial Officer & City  
Treasurer

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

Lanie Hurdle, Chief  
Administrative Officer

**Consultation with the following Members of the Corporate Management Team:**

Paige Agnew, Commissioner, Growth & Development Services

Jennifer Campbell, Commissioner, Community Services

Neil Carbone, Commissioner, Corporate & Emergency Services

David Fell, President & CEO, Utilities Kingston

Not required

Jenna Morley, City Solicitor

Ian Semple, Commissioner, Transportation & Infrastructure Services

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**Options/Discussion:****Background**

City of Kingston [By-Law Number 2025-6](#) "Fees and Charges By-Law, 2025" provided for adjustments to fees for services and expires as of December 31, 2025. It is important that fee adjustments are reviewed on an annual basis to ensure that the related costs of providing the respective service are appropriately recovered.

The City's current policy dictates that fees and charges be reviewed and adjusted annually as follows:

- by the Ontario Consumer Price Index's third quarter from the prior year plus 1% for capital purposes, where appropriate;
- by a cumulative adjustment for past years where the fee is not adjusted by the Consumer Price Index in one or more years; and
- by an amount that will recover, at a minimum, respective service, administration, and capital costs, as well as costs for any other purpose, in any amount permitted under applicable law.

**Analysis**

The Consumer Price Index (CPI) is the accepted measure for the rate of inflation and continues to be the target of the Bank of Canada fiscal policy. The Ontario Consumer Price Index was 2.0% at the end of the third quarter of 2025. In cases where fees are being adjusted by an inflationary factor, an average escalation of 2% plus 1% for capital purposes, where applicable, has been applied, effective January 1, 2026. This is a reasonable proxy for recovering expected service costs and maintaining relative proportions of user fees and taxation subsidy and has been a consistent historical practice in response to the annual variability of the CPI measure. Some fees have been adjusted slightly more or less than this amount as a result of rounding in order to maintain even dollar amounts after tax for ease of cash handling or to support the constraints of respective cash collection equipment.

**Fee changes**

For ease of review, the sections referenced below provide detailed explanations for schedule fee changes other than the annual inflationary adjustment noted above. The majority of these adjustments reflect one of the following strategies:

- Maintaining fee levels where the charge is currently sufficient to cover the full cost of the good or service.
- Setting fees to reflect an appropriate market rate based on market analysis.
- Minimizing fee increases to encourage increased use.

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- Setting fees to support harmonization efforts or consistency of fees for similar services across different departments.
- Setting fees in accordance with Council-approved strategies.
- Addition of new fees, as required.

### **Schedule A - Administration**

#### **Finance and Property Taxation**

- The fee for "Affidavit for pension proof of life and other non-profit housing matters" remains unchanged in order to support residents and tenants.

#### **City Clerk's Office**

- Document search fee is legislated resulting in no fee increase.
- No increase to the fees for copies or scans of large format drawings or for civil marriage solemnizations, as fees are sufficient to cover service costs.

#### **Cemetery Fees**

- No increase to fees for cornerstones, lot marking, internment rights transfers and repurchase fees, as fees are sufficient to cover service costs.
- No increase to fees for care & maintenance of markers (monuments), as these fees are set by the Bereavement Authority of Ontario.

#### **Environment**

- Adding three new Environmental Impact Assessment fees to appropriately recover service costs.

### **Schedule B – Museums**

#### **Tour Programs**

- The Walking Tour fee has been discontinued, as the temporary service is no longer offered.

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## Heritage Reference Materials

- Reduced the fee for “Volumes – Buildings of Architectural Significance” to encourage sale of the remaining inventory.

## Schedule C - Grand Theatre

### Regina Rosen Auditorium

- Venue rental fees have increased by greater than an inflationary adjustment to simplify pricing agreements; the new rate now includes the cost of the PA system, which was previously charged as a separate fee.
- An increase greater than an inflationary adjustment is being applied to rehearsal rental fees for commercial clients to align with market rent for similar sized venues; nonprofits/community groups have been increased by the inflationary adjustment only.

### Baby Grand Auditorium

- An increase greater than an inflationary adjustment is being applied to rental fees for commercial clients to align with market rent for similar sized venues; nonprofits/community groups have been increased by the inflationary adjustment only.

### Equipment and Staffing

- The “Full PA system” fee has been removed and added to the venue rental fees.
- The fee for “On-stage monitoring and console use” has been reduced to reflect the removal of the PA fees component.
- The “Weekly Rental” remains at two and a half times the single performance fee, excluding the PA system.
- Clarification for fees related to Materials/Supplies to include use of consumables as well as additional rental requirements.

### Marketing Support

- An increase greater than the inflationary measure has been applied to the fees for Marketing Support for Commercial entities, to ensure appropriate recovery of related service costs.
- Marketing Support for Kingston Non-Profits (Artists) and Kingston Community Groups has been added as a new fee, based on 50% of the commercial fee.

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**Schedule D - Recreation & Leisure**

Council approved changes to the recreation fee structure, as part of [Report Number 25-149](#), in order to implement a 15% non-resident user fee/surcharge for recreation facility programming, room bookings and facility rentals for 2026, as well as a 72-hour registration delay for non-residents for recreation facility programming. These changes have been incorporated into the 2026 Fees and Charges By-Law, where applicable.

**Fitness or Pool, All Inclusive Fit Pass, and All-Inclusive Racquet Sport Pass Memberships**

- Fitness Locations updated to include the Boys and Girls Club Southeast.
- Boys and Girls Club Southeast operates for 10 months of year, so only monthly or six-month passes are available for that location.
- Family memberships have been updated to include cardio weight room unless age restriction applies.
- Fitness or Pool Memberships have added a new “Camp visit – group of 10 or more campers” fee in the child category to reflect this new service.

To right-size fees for fitness programs, the following changes have been made:

- For the following activities, a fee decrease or no increase was applied to fees to remain competitive with similar market rates:
  - Per visit & 12-visit - Gym or pool (youth & senior)
  - 1-month passes - Gym or pool (child)
  - 6-month - All Inclusive Racquet Sport Pass (youth & senior)
- Fee increases greater than an inflationary adjustment have been applied to the following fees to align with fees of similar membership offerings in the community:
  - Per day visit - Gym or pool (child, family)
  - 12-visit passes - Gym or pool (child)
  - 1-month passes - Gym or pool (adult, family)
  - 1-month - All Inclusive Fit Pass (adult, child, youth & senior, family)
  - 1-month - All Inclusive Racquet Sport Pass (adult, child, youth & senior)
  - 6-month - All Inclusive Racquet Sport Pass (child)
- Given the significant variance in fees for City-offered programs, increases to the following fees will be phased-in over a three-year period to better align with fees of comparable membership fees in the community:
  - 6-month & 12-month passes - Gym or pool (adult, child, youth & senior, family)

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- 12-month - All Inclusive Fit Pass (family)

### **Culligan Water Park**

- Fees removed as facility will be closed for the 2026 season.

### **Other Fees**

- Toonie swim, skate or gymnasium fee remains at the same.
- Camp swim rate per child is increasing to remain in line with the group rate for the same service.
- Fee for shower services has been removed as this service is no longer available at Artillery Park.

### **Events & Programs**

- Fee increases greater than an inflationary adjustment will be applied to Public Skating per visit & 12-visit (adult, child, youth & senior, family) to ensure appropriate recovery of related service costs.

### **Artillery Park Programs**

- The following fees have been added for new swim programs to be offered in 2026:
  - Life-saving Sport (8-week program)
  - Junior Lifeguard Club
  - Aquatics Bundle (Bronze medallion, Bronze Cross, National Lifeguard Certification)

### **Schedule E – Facility Rentals**

Culligan Water Park fees removed as facility will be closed for the 2026 season.

Mobile Staging Rentals (SL100 and SL75) - new fees added to reflect discounts for additional days' rentals.

### **Schedule F - Rideaucrest Catering & Coffee Shop**

The following fees remained the same as sufficient to recover related service costs:

- Plates (large, small)
- Utensils (knife, fork, spoon, Styrofoam cup, napkin, straw)

### **Schedule I – Sports Fields**

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### **Sports Fields**

- Confirmed the inclusion of a 10% capital surcharge on the rental of any outdoor rectangular and diamond sports fields.
- In 2025, all major, minor and tournament fees were updated to clarify that the fee was per field. A discount in fees was applied, to be phased out over a three-year period. A discount of 40% in 2025 has been reduced to 30% for 2026.

### **Schedule K – Marinas**

#### **Other Fees**

- Increasing the fee for ice by greater than an inflationary adjustment, for ease of cash handling.

### **Schedule L - Airport**

#### **Landing of Aircraft**

- “Minimum for Commercial Fixed-Wing” fee for commercial aircraft below 2,300 kilograms increased greater than an inflationary adjustment to align with fees charged at similar sized airports.

#### **Passenger Facility**

- The existing “Passenger facility (secured operations)” fee stayed the same to remain competitive.
- A new “Passenger facility (unsecured operations)” fee, based on 50% of the secured operations fee, has been added to support operations that do not utilize the secure portion of the terminal.

#### **Surcharges**

- No increase to the Avgas fuel and Turbine fuel surcharges as they are sufficient to recover related service costs.
- No increase has been applied to the Commercial Operations fee in order to remain competitive.

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### **Aircraft Parking**

- An increase greater than an inflationary adjustment has been applied to the Monthly Parking fee for aircraft less than 2,000kg and aircraft between 2,000kg to 4,999kg, to align with other monthly parking rates.
- The fee for Annual Aircraft Parking has been removed. Aircraft owners will pay the monthly rate for the number of months that they require tiedowns.

### **Schedule M - Planning**

#### **Miscellaneous Fees**

- Fees for photocopies or printing of documents – black and white, are remaining the same to be consistent with similar fees.

#### **Tree Permit (removal/cutting) and Renewal**

- New fee for Tree protection plan added; required when no trees are proposed for removal for building site. This fee is built into all other tree permit fees.

#### **Development Application Review – Development Engineering**

- No increase to the Plan of Subdivision deposits as they are sufficient to address risk

### **Schedule O - Parking**

A comprehensive parking fee study, presented as part of [Report Number EITP-25-001](#), informed increases to parking fees in 2025 including increases to hourly parking rates for both on-street and parking lots and garages. As a result, the following fees will not change for 2026:

- On Street Parking - Meters and Pay and Display,
- Monthly Residential On-Street Permit rates,
- Hourly and flat rates for parking lots and parking garages, and
- Parking Lot Event Rates

#### **Residential On Street Permits**

- The Weekly Residential Visitor permit will increase greater than an inflationary adjustment for ease of payment due to rounding.

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### **Parking Lots**

- The Ordnance Lot hourly rate fee has been removed as the lot is being used for permit parking only.

### **Parking Lot Permits**

- The Doug Fluhrer Lot permit fee will increase greater than an inflationary adjustment to better align with other parking lot permit fees.

## **Schedule P - Solid Waste**

### **Garbage**

- Garbage Bag Tag fees will not increase in 2026 as fees are sufficient to recover related service costs.

### **Garbage and Organics Carts**

- No change to the Automated cart size service or upsizing fees which began in Spring 2025.
- New fees added to recover Auto Cart replacement costs.

### **Source Separated Organics and Composting**

- The fee for Backyard composters has been removed as these items will no longer be offered.

### **Industrial, Commercial, and Institutional Users of Municipal and Contracted Compost Sites**

- The per tonne fee for compost has been removed, as the city will no longer operate a weigh scale as of January 1, 2026. Compostable yard waste and brush will be charged by type and size of vehicle: passenger vehicle, pickup truck, commercial van, truck, or trailer.

### **Recycling**

- Recycling fees for blue and grey boxes, and commercial user fees have been removed as the services are no longer provided by the city.

### **Recycling - Special Events**

- All special event fees have been removed as these services are no longer provided by the city.
- A new rental fee for OSKAR, the City's On-Site Kingston Area Recycler was added to recover the costs per event.

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**Miscellaneous**

- The “Use of weight scale” fee was removed as the service is no longer offered.

**Schedule Q – Transit**

Kingston Transit fares normally increase every three years; increases were made in 2025 and are expected to increase again in 2028.

**Schedule R - Building Permits****Sewage System Permit**

- No increase to Sewage System Permit fees as they are sufficient to recover respective service costs and to ensure consistency in fee structures.

**Schedule S - Licensing and By-Law Enforcement****Animal Registration**

- No increase to fees for animal registration to encourage licensing activities.

**Business Licenses**

- In November 2025, Council approved recommendations outlined in [Report Number AP-25-001](#) with respect to business licenses, based on a comprehensive review of the business licensing by-law. These changes included the removal of two business license classifications - Alarm Installation/Alarm Monitoring and Bill Posters - and the addition of two new business license classifications - Scrap Metal Dealer Establishment and Vapour Product Retail Establishment. Recommendations also included redefining and renaming several other business license classifications to better align with current regulations and to create a more streamlined process for managing these types of applications.

As part of this review, staff also undertook a comprehensive evaluation of fees across all reclassified business types. Through this process, some fee structures were standardized so that each classification has a consistent user fee based on the related staff effort involved in the respective licensing process. This realignment has resulted in an overall decrease in certain fees and increases to others with some fee changes being phased in over two years. Changes to business license classifications and proposed fees, as outlined in Exhibit E to Report Number AP-25-001, have been incorporated into the 2026 Fees and Charges By-Law.

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- No increase to following fees to remain competitive:
  - Short-term Rental Brokerage - Tiers 1 & 2, and
  - Specific location sale: Class 3
- Council recently approved the transfer of the administration and enforcement of the Transportation Networking Companies (“TNC”) By-Law from the Kingston Area Taxi Commission back to the City, effective January 1, 2026. Related licensing fees are included in the 2026 Fees and Charges By-Law, adjusted by an inflationary increase, to ensure appropriate cost recovery.

### **Administrative Fees**

- No increase to the fee for Property Standards/Yard Re-inspections (after first inspection to confirm compliance of any order).
- Photocopy copies of document fees remain the same to be consistent with similar fees.
- New fee added to recover external non-violent intervention train-the-trainer costs.

### **Existing Policy/By-Law**

[Municipal Act, 2001, S.O. 2001, c. 25 PART XII, Section 391](#) authorizes a municipality to impose fees or charges on persons, (a) for services or activities provided or done by or on behalf of it; (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and (c) for the use of its property including property under its control.

[City of Kingston By-Law Number 2025-6](#), “A By-Law to Establish Fees and Charges to be Collected by The Corporation of the City of Kingston”, as amended. This By-Law provides authorization in a consolidated fashion for the purposes of establishing fees and charges in a fiscal year.

### **Financial Considerations**

Financial considerations are included within the body of the report.

### **Contacts:**

Lana Foulds, Director, Financial Services, 613-546-4291 extension 2209

### **Other City of Kingston Staff Consulted:**

Applicable municipal departments

### **Exhibits Attached:**

Exhibit A - City of Kingston Fees and Charges By-Law, 2026

## **City of Kingston By-Law Number 2026–XX**

***A By-Law to repeal City of Kingston By-Law Number 2025-06,  
"Fees & Charges By-Law, 2025" in its entirety, and to  
establish "Fees & Charges By-Law, 2026***

1<sup>st</sup> Reading            date

2<sup>nd</sup> Reading            date

3<sup>rd</sup> Reading            date

Passed                date

# City of Kingston By-Law Number 2026–XX

*A By-Law to repeal City of Kingston By-Law Number 2025-06, "Fees & Charges By-Law, 2025" in its entirety, and to establish "Fees & Charges By-Law, 2026"*

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## City of Kingston By-Law Number 2026–XX

### **A By-Law to repeal City of Kingston By-Law Number 2025-06, "Fees & Charges By-Law, 2025" in its entirety, and to establish "Fees & Charges By-Law, 2026"**

#### **Whereas:**

The *City* is a single-tier municipality incorporated pursuant to an order made under section 25.2 of the *Municipal Act*, R.S.O. 1990, c. M.45.

The powers of a municipality must be exercised by its council (*Municipal Act, 2001*, S.O. 2001, c. 25 (the "***Municipal Act, 2001***"), s. 5 (1)).

A municipal power must be exercised by by-law unless the municipality is specifically authorized to do otherwise (*Municipal Act, 2001*, s. 5 (3)).

A by-law respecting a matter may:

- (a) regulate or prohibit respecting the matter;
- (b) require persons to do things respecting the matter; and
- (c) provide for a system of licences respecting the matter (*Municipal Act, 2001*, s. 8 (3)).

A single tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public (*Municipal Act, 2001*, s. 10 (1)).

A single-tier municipality may pass by-laws respecting:

- (a) economic, social and environmental well-being of the municipality, including respecting climate change;
- (b) health, safety and well-being of persons;
- (c) protection of persons and property, including consumer protection;
- (d) structures, including fences and signs; and
- (e) business licensing (*Municipal Act, 2001*, s. 10 (2)).

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A municipality may delegate its powers and duties under the *Municipal Act, 2001* to a person or body subject to the restrictions set out in Part II of the *Municipal Act, 2001* (s. 23.1 (1)).

Sections 9, 10 and 11 of the *Municipal Act, 2001* authorize a municipality to impose *fees* on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control (*Municipal Act, 2001*, s. 391 (1)).

A municipality may impose a *fee* for capital costs related to services or activities on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some later point in time (*Municipal Act, 2001*, s. 391 (2)).

The costs included in a *fee* may include costs incurred by the municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets (*Municipal Act, 2001*, s. 391 (3)).

The *City* incurs additional costs related to administration and enforcement when *fees* are due and unpaid.

*Fees* imposed by a municipality on a person constitute a debt of the person to the municipality (*Municipal Act, 2001*, s. 398 (1)).

The treasurer of a municipality may add *fees* imposed by the municipality to the tax roll for the following property in the municipality and collect them in the same manner as municipal taxes:

- (a) in the case of *fees* for the supply of a service or thing to a property, the property to which the service or thing was supplied; and
- (b) in all other cases, any property for which all of the owners are responsible for paying the *fees* (*Municipal Act, 2001*, s. 398 (2)).

The council of a municipality, by by-law, may establish a tariff of *fees* for the processing of applications made in respect of applications made in respect of planning matters, which tariff must be designed to meet only the anticipated costs to the municipality or to

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a committee of adjustment or land division committee constituted by the council of the municipality or to the planning board in respect of the procession of each type of application provided for in the tariff (*Planning Act*, R.S.O. 1990, c. P.13, s. 69 (1)).

The council of a municipality may pass by-laws applicable to the matters for which and in the area in which the municipality has jurisdiction for the enforcement of the *Building Code Act* requiring the payment of *fees* and prescribing the amount of the *fees*:

- (a) on the application for and on issuance of permits;
- (b) for maintenance inspections; and
- (c) for providing documentation, records or other information.

The council of a municipality may by by-law fix its reasonable administrative fees to be paid to the municipality in relation to proceedings under the *Line Fences Act* (*Line Fences Act*, s. 17).

*Council* considers it necessary and desirable for the public to impose *fees* on persons.

**Therefore**, *council* enacts:

## **1 INTERPRETATION**

1.1 This by-law may be cited as the *Fees & Charges By-Law, 2026*.

1.2 In this by-law:

“**annual CPI change**” means the percentage change between the Ontario Consumer Price Index for the third quarter of the calendar year that is one year before the year in which the adjustment is being made and the third quarter of the Ontario Consumer Price Index that is two years before the year in which the adjustment is being made;

“**City**” means The Corporation of the City of Kingston;

“**clerk**” means the individual appointed by the *City* as clerk or the *clerk’s* designate;

“**collection agency**” means a collection agency registered by the Registrar under the *Collection and Debt Settlement Services Act*, R.S.O. 1990, c. C.14;

“**council**” means the council of the *City*;

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”**director**” means the director of a *City* department;

”**fee**” means a fee or charge imposed by the *City* under sections 9, 10 or 11 of the *Municipal Act, 2001*;

”**Municipal Act, 2001**” means the *Municipal Act, 2001*, S.O. 2001, c.25;

”**schedule**” means a schedule to this by-law;

”**treasurer**” means the individual appointed by the *City* as treasurer or the *treasurer’s* designate.

1.3 For the purposes of interpreting this by-law:

- (a) a reference to any legislation, regulation, or by-law or to a provision thereof includes a reference to any legislation, regulation or by-law enacted, made or passed in substitution thereof or amendment thereof;
- (b) any reference to legislation or by-laws includes all of the regulations made thereunder;
- (c) “include”, “includes” and “including” indicate that the subsequent list is not exhaustive; and
- (d) to “provide” a service or activity includes to do the service or activity.

1.4 This by-law will not be interpreted as exempting any person from the requirement to comply with any other *City* by-law or federal or provincial legislation. In the event of conflict between the provisions of this by-law and any other *City* by-law, the provision that establishes the higher standard of health, safety and well-being of persons and protection of persons will apply.

## **2 ADMINISTRATION**

2.1 The *treasurer* is responsible for the administration of this by-law.

2.2 The *treasurer* may rectify minor administrative oversights in respect of a *fee* set out in a *schedule*.

2.3 Where this by-law provides that the *treasurer* may do an act, it may be done by an individual authorized by the *treasurer* to do the act.

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- 2.4 The *treasurer* may make *regulations* prescribing when a *fee* or class of *fees* becomes due and payable and the manner in which a *fee* or class of *fees* must be paid.
- 2.5 The *treasurer* may waive a *fee* in accordance with the *City's Waiver of Fees Policy* or its successor.
- 2.6 The *treasurer* may authorize one or more *collection agencies* to collect *fees* that are due and unpaid on behalf of the *City*, including by purchasing those debts and collecting them.

**3 FEES**

- 3.1 This by-law imposes, establishes, fixes and requires the payment of the *fees* set out in the column with a *fee* amount in a *schedule*:
- (a) for the corresponding service or activity provided or done by or on behalf of the *City*;
  - (b) for the corresponding costs payable by the *City* for a service or activity provided or done by or on behalf of any other municipality or any local board; and
  - (c) for the corresponding use of the *City's* property including property under the *City's* control;

set out in the column describing the service, activity or use of *City* property in that *schedule*.

- 3.2 This by-law imposes an additional *fee* in the form of an interest charge on *fees* or any portion of *fees* that are due and unpaid at the rate of 1 ¼ percent per month for each month or fraction of a month during with the *fees* that are due remain unpaid.
- 3.3 The *City* will collect harmonized value-added taxes on all *fees* in accordance with the *Excise Tax Act*, R.S.C., 1985, c. E-15.

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3.4 Subject to any *regulation* made by the *treasurer*, *fees* are due and payable at the time:

- (a) the person requests that the *City* provide the service or activity;
- (b) the person requests to use the *City's* property;
- (c) the person makes the application in respect of a planning matter;
- (d) the person makes the application under the *Building Code Act*;
- (e) the person requests the maintenance inspection under the *Building Code Act*;
- (f) the person requests that the *City* provide documentation, records or other information; or
- (g) as otherwise agreed to in writing by the person and the *City*;

or, if the person did not make such a request or application, *fees* are due and payable at the time the *City* provides the service, activity, maintenance inspection, documentation, records or other information, or the *City* permits the person to use its property.

3.5 The *treasurer* may add *fees* to the *City's* tax roll for the following property in the City of Kingston and collect them in the same manner as municipal taxes:

- (a) in the case of *fees* for the supply of a service or thing to a property, the property to which the service or thing was supplied; and
- (b) in all other cases, any property for which all of the owners are responsible for paying the *fees*.

3.6 If the *treasurer* adds *fees* to the *City's* tax roll under a property under section 3.2, that amount, including interest:

- (a) may be collected in the same manner as taxes on the property;
- (b) may be recovered with costs as a debt due to the *City* from the assessed owner of the property at the time the *fee* was added to the tax roll and from any subsequent owner of the property or party of it;

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- (c) is a special lien on the property in the same manner as are taxes under subsection 349 (3) of the *Municipal Act, 2001*; and
- (d) may be included in the cancellation price under Part XI of the *Municipal Act, 2001* in the same manner as are taxes on the property.

3.7 Each year, every *director* must review and determine or adjust the *fees* for which the *director* is responsible in accordance with sections 3.8 and 3.9.

3.8 Subject to section 3.9, a *director* may generally adjust the amount of a *fee* on January 1 of each year by the *annual CPI change*, plus one per cent for capital costs related to the service or activity.

3.9 When determining or adjusting the amount of a *fee*, a *director* must ensure that:

- (a) there is a connection between the *fee* and the cost of the service or activity provided or done on behalf of the *City*, including:
  - (i) capital costs, operating costs, administration costs and any other costs related to the service or activity; and
  - (ii) any such costs offset by other revenue, including taxes, grants or subsidies; and
- (b) the *fee* is reasonable, including relative to prices for similar services or activities in Ontario provided by persons other than the *City*.

## **4 GENERAL**

4.1 In the event of a conflict between a fee or charge made under any other by-law and a *fee* made under this by-law, the *fee* made under this by-law prevails.

4.2 This by-law will come into force and take effect on January 2, 2026.

4.3 City of Kingston By-Law Number 2025-06, "Fees & Charges By-Law, 2025", is hereby repealed in its entirety, effective January 2, 2026.

*Fees & Charges By-Law, 2026*

|                         |      |
|-------------------------|------|
| 1 <sup>st</sup> Reading | date |
| 2 <sup>nd</sup> Reading | date |
| 3 <sup>rd</sup> Reading | date |
| Passed                  | date |

Janet Jaynes  
City Clerk

Bryan Paterson  
Mayor

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule A**

#### **Administration**

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## Schedule A: Administration

### Finance and Property Taxation

All fees listed in the table below are HST exempt.

| Fee Description  | Unit | Fee                  |
|--|------|----------------------|
| Additional charge added to tax bill  | Each | \$38.00              |
| Administering oaths or declarations  | Each | \$44.00              |
| Administering oaths or declarations – Municipal Fee Assistance Program (MFAP) eligible residents | Each | \$22.00              |
| Affidavit for pension proof of life and non-profit housing matters                               | Each | \$10.00              |
| Burial permit  | Each | \$47.00              |
| Marriage licence   | Each | \$188.00             |
| Marriage licence - Municipal Fee Assistance Program (MFAP) eligible residents                    | Each | \$94.00              |
| New owner / new roll setup   | Each | \$38.00              |
| Payment reversal fee   | Each | Service fee recovery |
| Refund of payment on overpaid taxes  | Each | \$38.00              |
| Returned or dishonoured payment  | Each | \$45.00              |
| Tax certificate / statement<br>(Section 352, <i>Municipal Act, 2001</i> )                        | Each | \$88.00              |
| Taxpayer or Parking account information / statement;<br>letter for Income Tax per tax year       | Each | \$19.00              |
| Transfer of payment between tax accounts   | Each | \$26.00              |

### City Clerk’s Office

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

| Fee Description  | Unit    | Fee                   |
|--|---------|-----------------------|
| Document search [pursuant to the Municipal Freedom of Information and Privacy Protection Act (MFIPPA)] | Hourly  | \$30.00<br>HST exempt |
| Photocopy of document, including by-laws   | Page    | \$0.31                |
| Photocopy or printing of document - colour   | Page    | \$1.37                |
| Copy of large format drawings  | Page    | \$15.00               |
| Scan of large format drawings  | Page    | \$10.00               |
| Request for attendance of Fence Viewer   | Request | \$338.72              |
| Fence Viewer remuneration  | Daily   | \$218.58              |
| Civil marriage solemnization   | Each    | \$350.00              |
| Civil marriage solemnization - Municipal Fee Assistance Program (MFAP) eligible residents              | Each    | \$160.00              |
| Provision of witness for civil marriage solemnization  | Each    | \$25.00               |

## Cemetery Fees

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

### Internment (burial) rights:

| Fee Description  | Unit | Fee        |
|--|------|------------|
| Single plot (one full burial or two cremations permitted per plot, includes one-time care and maintenance fee) | Each | \$1,365.91 |
| Cornerstones (set of four required per plot)   | Set  | \$200.00   |
| Internment rights transfer fee   | Each | \$200.00   |
| Internment rights repurchase fee   | Each | \$200.00   |
| Lot marking fee  | Each | \$100.00   |

### Markers (monuments):

| Fee Description   | Unit | Fee      |
|---|------|----------|
| Marking fee   | Each | \$100.00 |
| Flat marker (smaller than 173 square inches)  | Each | \$0.00   |
| Flat marker (173 square inches or larger)   | Each | \$100.00 |
| Upright marker (173 square inches or larger)  | Each | 200.00   |
| Upright marker (measuring more than four feet in either height or length, including base) | Each | \$400.00 |

## Geographic Information Systems (GIS)

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description             | Unit   | Fee      |
|-----------------------------|--------|----------|
| GIS rate for custom mapping | Hourly | \$101.42 |

## Real Estate & Land Development

All associated costs, including but not limited to legal fees, disbursements, appraisals, surveys, and registration costs, are in addition to the fee.

Fee excludes employment land sales.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description  | Unit | Fee      |
|--|------|----------|
| Property disposition request initiated by external party | Each | \$818.45 |

## Environment

An Environmental Compliance Letter includes, but is not limited to, environmental records search, record on site condition (RSC) standards, dewatering review, and as applicable.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless otherwise indicated. Applicable taxes will be added at time of purchase.

| Fee Description                                 | Unit   | Fee                    |
|---|--------|------------------------|
| Environmental Engineer and Geoscientist support | Hourly | \$207.04               |
| Ecologist support                               | Hourly | \$207.10<br>HST exempt |

| Fee Description  | Unit   | Fee                      |
|--|--------|--------------------------|
| Terms of Reference Review                                      | Each   | \$207.10<br>HST exempt   |
| Standard Environmental Impact Assessment Review                | Each   | \$621.30<br>HST exempt   |
| Level 2 Environmental Impact Assessment Review,<br>Peer Review | Hourly | \$1,242.60<br>HST exempt |
| Environmental Technologist support                             | Hourly | \$126.99                 |
| Environmental compliance letter                                | Each   | \$130.50<br>HST exempt   |
| Spill response vehicle   | Hourly | \$27.30                  |
| Maximum for spill response vehicle                             | Daily  | \$109.29                 |
| Consumables - spill response materials                         | Each   | At market<br>rate        |

## Human Resources & Organization Development

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                      | Unit        | Fee      |
|--------------------------------------|-------------|----------|
| Full day corporate training workshop | Participant | \$182.48 |

## Public Works – Commemorations

Fee charged to users shall be based on cost of material and/or time, through the delegated authority of the Operations Managers of Public Works.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                     | Unit                | Fee        |
|-------------------------------------|---------------------|------------|
| Commemoration on bench              | 10 years            | \$1,101.28 |
| Extension to commemoration on bench | Additional 10 years | \$734.25   |
| Commemorative tree                  | Tree                | \$633.41   |

## Legal

All fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit | Fee        |
|---|------|------------|
| Subdivision agreement   | Each | \$2,197.80 |
| Site plan control agreement   | Each | \$723.25   |
| Construction lien search  | Each | \$130.55   |
| Pre-servicing and model home agreement  | Each | \$723.25   |
| Construction agreement  | Each | \$723.25   |
| Road closure  | Each | \$723.25   |
| Simple agreement - committee of adjustment (COA) agreement; granny suite / garden suite, encroachment agreement | Each | \$628.55   |
| Release agreement from title  | Each | \$253.35   |

| Fee Description   | Unit     | Fee           |
|---|----------|---------------|
| Complex agreement - front-end agreement; cost sharing agreement; development agreement, and utility agreement   | Each     | \$1,640.70    |
| Amend subdivision agreement or site plan Control agreement  | Each     | \$723.25      |
| Registration of by-laws or documents on title - part lot control by-laws; other documents   | Each     | \$420.60      |
| Consent to applications to first registration in Land Titles  | Each     | \$253.35      |
| Attend court or Ontario Land Tribunal (OLT) in support of applicant on decision of staff or committee under delegated authority, Council, Committee of Adjustment, in zoning by-law matters, heritage by-law matters, or other proceeding | Half day | \$5,427.45    |
| Attend court or Ontario Land Tribunal (OLT) in support of applicant on decision of staff or committee under delegated authority, Council, Committee of Adjustment, in zoning by-law matters, heritage by-law matters, or other proceeding | Full day | \$9,579.50    |
| Other agreements - cost recovery as per agreement including 10% administration fee  | Each     | Cost recovery |
| Recovery from the debtor (defendant) of actual costs, not to exceed 20%, paid by the City to the collection agency to collect defaulted <i>Provincial Offences Act</i> (POA) fines  | Each     | 20%           |

### Provincial Offences Room Rentals

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit   | Fee     |
|-----------------|--------|---------|
| Courtroom       | Hourly | \$50.75 |

## Springer Market Square

### Basic Lease Rate

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                     | Unit        | Fee        |
|---|-------------|------------|
| First row corner                                    | Stall space | \$1,001.59 |
| First row   | Stall space | \$919.38   |
| Second row corner                                   | Stall space | \$919.38   |
| Second row  | Stall space | \$841.77   |
| Third row corner                                    | Stall space | \$919.38   |
| Third row   | Stall space | \$765.84   |
| Market street stall 62 to 73 - parking provided     | Stall space | \$765.84   |
| Market street stall 62 to 73 - parking not provided | Stall space | \$463.50   |

### Daily and Other Rates

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description         | Unit        | Fee     |
|-------------------------|-------------|---------|
| Casual - produce        | Stall space | \$32.74 |
| Casual - craft          | Stall space | \$53.32 |
| Advertising             | Stall space | \$18.81 |
| Application jury review | Application | \$27.17 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule B**

#### **Museums and Heritage**

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## Schedule B: Museums and Heritage

### Definitions:

**Children:** 3 to 14 years (HST exempt)

**Youth:** 15 to 24 years

**Senior:** 65 plus years

**Adult:** 25 to 64 years

**Family:** Maximum of 2 adults and their children/youth

### Season Pass

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for 'Children' are HST exempt.

| Fee Description | Unit | Fee     |
|-----------------|------|---------|
| Children        | Each | \$11.80 |
| Youth           | Each | \$19.42 |
| Senior          | Each | \$19.42 |
| Adult           | Each | \$23.67 |
| Family          | Each | \$50.62 |

## Admission

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for 'Children' are HST exempt.

| Fee Description | Unit | Fee     |
|-----------------|------|---------|
| Children        | Each | \$3.90  |
| Youth           | Each | \$6.46  |
| Senior          | Each | \$6.46  |
| Adult           | Each | \$7.88  |
| Family          | Each | \$22.52 |

## Tour Programs

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for 'Children' are HST exempt.

| Fee Description | Unit                     | Fee     |
|-----------------|--------------------------|---------|
| Children        | 75-minute program - Each | \$5.10  |
| Children        | Half day - Each          | \$9.20  |
| Children        | Full day - Each          | \$18.15 |
| Youth           | Each                     | \$7.65  |
| Senior          | Each                     | \$7.65  |
| Adult           | Each                     | \$7.65  |

## Heritage Reference Materials

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                   | Unit | Fee     |
|---|------|---------|
| Volumes – Buildings of Architectural Significance | Each | \$20.00 |

## Venue Rentals

Museum spaces cannot be reserved for less than two hours.

All time blocks must be inclusive of all pre-event and post-event preparation time.

### Exhibition Hall (Pump House Steam Museum)

Additional rental equipment and furniture arranged by Pump House Steam Museum is charged at cost plus 10%.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description           | Unit         | Kingston Non-Profit Fee | Out of Town Non-Profit Fee | Commercial Fee |
|---------------------------|--------------|-------------------------|----------------------------|----------------|
| Weekday                   | Hourly       | \$87.61                 | \$100.71                   | \$201.46       |
| Weekend                   | Hourly       | \$102.26                | \$117.65                   | \$235.35       |
| Evening (after 6:00 p.m.) | Hourly       | \$102.26                | \$117.65                   | \$235.35       |
| Rental                    | Full day     | \$630.66                | \$725.22                   | \$1,450.49     |
| Full PA system            | Space rental | \$20.80                 | \$23.94                    | \$26.99        |

**Gordon C. Leitch Discovery Centre (Pump House Steam Museum)**

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description           | Unit     | Kingston Non-Profit Fee | Out of Town Non-Profit Fee | Commercial Fee |
|---------------------------|----------|-------------------------|----------------------------|----------------|
| Weekday                   | Hourly   | \$77.92                 | \$89.56                    | \$179.29       |
| Weekend                   | Hourly   | \$88.36                 | \$101.65                   | \$203.32       |
| Evening (after 6:00 p.m.) | Hourly   | \$88.36                 | \$101.64                   | \$203.32       |
| Rental                    | Full day | \$560.84                | \$645.04                   | \$1,285.66     |

**Entire Museum****(Pump House Steam Museum and MacLachlan Woodworking Museum)**

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description           | Unit     | Kingston Non-Profit Fee | Out of Town Non-Profit Fee | Commercial Fee |
|---------------------------|----------|-------------------------|----------------------------|----------------|
| Weekday hourly rate       | Hourly   | \$96.99                 | \$111.59                   | \$223.23       |
| Weekend                   | Hourly   | \$116.15                | \$133.63                   | \$267.26       |
| Evening (after 6:00 p.m.) | Hourly   | \$116.15                | \$133.63                   | \$267.26       |
| Rental                    | Full day | \$697.65                | \$803.45                   | \$1,606.99     |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule C**

#### **Kingston Grand Theatre**

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## Schedule C: Kingston Grand Theatre

### Performance Lease Rates

All time blocks must be inclusive of all pre-event and post-event preparation time.

Base rate includes cleaning, front of house coordinator, ushers, and ticket takers.

### Regina Rosen Auditorium

Seats up to 775 depending on set-up.

Daily rental includes use of PA System, Green Room and Main Level lobby, Davies Lounge and Balcony Lobby (excludes use of the Baby Grand and Springer Lounge).

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                       | Unit               | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|---------------------------------------|--------------------|-----------------------------------|-------------------------------|----------------|
| Rental                                | Full day           | \$1,448.50                        | \$1,521.11                    | \$3,210.66     |
| Rental                                | Full week (6 Days) | \$6,994.03                        | \$7,343.12                    | \$14,506.15    |
| Additional same day performance       | Each               | \$623.50                          | \$653.94                      | \$1,295.97     |
| Rehearsal for each day of performance | Monday - Thursday  | \$623.50                          | \$653.94                      | \$1,295.97     |
| Rehearsal for each day of performance | Friday - Sunday    | \$857.35                          | \$900.40                      | \$1,945.44     |

### Baby Grand

Seats 65 to 100 depending on set-up.

Daily rental includes use of Baby Grand and Springer Lounge (excludes use of the Regina Rosen Auditorium, Davies Lounge, or other lobby spaces).

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                 | Unit               | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|---------------------------------|--------------------|-----------------------------------|-------------------------------|----------------|
| Rental                          | Full day           | \$215.31                          | \$226.24                      | \$1,037.17     |
| Rental                          | Half day           | \$159.56                          | \$167.17                      | \$778.45       |
| Rental                          | Full week (6 days) | \$711.90                          | \$746.46                      | \$3,631.19     |
| Additional same day performance | Each               | \$159.56                          | \$167.17                      | \$778.45       |

### Non-Performance Lease Rates

Space rentals to accommodate meetings, conferences, etc.

Spaces cannot be reserved for less than 3 hours.

All time blocks must be inclusive of all pre-event and post-event preparation time.

Davies Lounge is only available when the Regina Rosen Auditorium is not booked.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit   | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|-----------------|--------|-----------------------------------|-------------------------------|----------------|
| Davies Lounge   | Hourly | \$130.53                          | \$137.30                      | \$263.98       |
| Baby Grand      | Hourly | \$58.81                           | \$61.90                       | \$356.77       |

## Equipment and Staffing

### House Sound System – Regina Rosen Auditorium

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                            | Unit               | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|--|--------------------|-----------------------------------|-------------------------------|----------------|
| On-stage monitoring and monitor console    | Performance        | \$185.97                          | \$196.15                      | \$206.95       |
| Weekly Rental                              | Single Performance | \$464.93                          | \$490.38                      | \$517.37       |
| Rental equipment arranged by Grand Theatre | Each rental        | Cost + 10%                        | Cost + 10%                    | Cost + 10%     |

## Other Equipment

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit                           | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|--|--------------------------------|-----------------------------------|-------------------------------|----------------|
| Piano  | Single use                     | \$299.69                          | \$315.49                      | \$456.99       |
| Piano  | Week                           | \$750.13                          | \$787.92                      | \$1,176.19     |
| Piano tuning                                   | Each                           | Cost + 10%                        | Cost + 10%                    | Cost + 10%     |
| Drum kit - house                               | Each                           | \$88.94                           | \$93.14                       | \$128.32       |
| Bass amplifier - house                         | Each                           | \$44.16                           | \$46.11                       | \$83.32        |
| Hazer - house                                  | Single use                     | \$32.79                           | \$32.79                       | \$32.79        |
| Projector and Screen - Regina Rosen Auditorium | Single use                     | \$195.80                          | \$204.87                      | \$335.93       |
| Materials/Supplies                             | Each rental/use of consumables | Cost + 10%                        | Cost + 10%                    | Cost + 10%     |
| Music licensing fees (Entandem)*               | As required                    | Cost                              | Cost                          | Cost           |

- \* Music licensing fees are established by Entandem on behalf of SOCAN and Re-Sound and are charged as required and where applicable as an industry standard (<https://www.entandemlicensing.com/>)

**Recording and Streaming Services\* - Regina Rosen Auditorium**

\* Plus applicable Production Personnel Costs

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit          | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|-----------------|---------------|-----------------------------------|-------------------------------|----------------|
| Basic           | One camera    | \$56.28                           | \$67.52                       | \$168.85       |
| Intermediate    | Three cameras | \$112.57                          | \$135.04                      | \$337.61       |
| Advanced        | Five cameras  | \$168.85                          | \$202.57                      | \$506.46       |

**Production Personnel Costs – Regular**

Rates applied as per the IATSE Agreement

These fees are associated with and in addition to the Recording and Streaming Services fees.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description            | Unit   | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|----------------------------|--------|-----------------------------------|-------------------------------|----------------|
| House technicians (carded) | Hourly | \$45.04                           | \$45.04                       | \$45.04        |
| Regular stagehands         | Hourly | \$42.79                           | \$42.79                       | \$42.79        |
| Security                   | Hourly | \$33.76                           | \$33.76                       | \$33.76        |

## Marketing Support

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit    | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|-------------------|---------|-----------------------------------|-------------------------------|----------------|
| Marketing Support | E-blast | \$207.30                          | \$207.30                      | \$414.56       |

## Ticket Office Charges to Renter

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless otherwise indicated. Applicable taxes will be added at time of purchase.

| Fee Description  | Unit   | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee   |
|--|--------|-----------------------------------|-------------------------------|------------------|
| Service fee to lessee - Regina Rosen Auditorium                        | Ticket | \$1.73                            | \$1.73                        | \$1.77           |
| Service fee to lessee - Baby Grand                                     | Ticket | \$1.37                            | \$1.37                        | \$1.77           |
| Service fee to lessee - school performances in Regina Rosen Auditorium | Ticket | \$1.37                            | \$1.37                        | \$1.42           |
| Service fee to lessee - Tickets sold under \$10                        | Ticket | \$1.37                            | \$1.37                        | \$1.42           |
| Credit card fees to renter   | Ticket | 4%<br>HST exempt                  | 4%<br>HST exempt              | 4%<br>HST exempt |

### Ticket Office Service Charges to Ticket Buyer

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                 | Unit         | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|---------------------------------|--------------|-----------------------------------|-------------------------------|----------------|
| Online, phone and counter sales | Ticket       | \$4.16                            | \$4.16                        | \$4.16         |
| Subscription handling charge    | Subscription | \$16.37                           | \$16.37                       | n/a            |

### Capital Improvement Surcharge

Not applied to tickets purchased for streamed events.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description              | Unit | Kingston Non-Profit (Artists) Fee | Kingston Community Groups Fee | Commercial Fee |
|------------------------------|------|-----------------------------------|-------------------------------|----------------|
| Seat sold                    | Seat | \$3.05                            | \$3.05                        | \$3.05         |
| Student performances tickets | Seat | \$1.42                            | \$1.42                        | \$1.42         |
| Baby Grand performances      | Seat | \$1.42                            | \$1.42                        | \$1.42         |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule D**

#### **Recreation and Leisure**

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## Schedule D: Recreation and Leisure

### Definitions

**Child:** 3 to 14 years

**Youth:** 15 to 24 years

**Senior:** 65 plus years

**Adult:** 25 to 64 years

**Family:** Adult(s) and child(ren) in same household; 2 – 8 individuals

There is a 15% user fee/surcharge for non-residents of the City of Kingston for recreation facility programming, room bookings and facility rentals.

**Fitness Locations:** INVISTA Centre, Kingston East Community Centre, Boys and Girls Club Southeast, and Artillery Park Aquatic Centre

### Fitness or Pool Membership

Includes access to one facility. Cardio/weight room and gym or pool.

Family memberships have access to the cardio weight room unless age restriction indicates otherwise.

Boys and Girls Club (BGC) Southeast operates for 10 months. Monthly & 6 month passes available only.

No fee for Municipal Fee Assistance Program (MFAP) users.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless the Fee Description indicates “taxes included”. Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

| Resident Fees  |       |        |                  |        |                     |
|--|-------|--------|------------------|--------|---------------------|
| Fee Description                                      | Unit  | Child  | Youth and Senior | Adult  | Family              |
| Gym or Pool – swim (and sauna) only – taxes included | Visit | \$4.25 | \$5.75           | \$7.08 | \$4.87 (per person) |

| <b>Resident Fees</b>                     |             |              |                         |              |               |
|--|-------------|--------------|-------------------------|--------------|---------------|
| <b>Fee Description</b>                   | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b> |
| Gym or pool – taxes included             | 12 visits   | \$47.00      | \$62.39                 | \$77.88      | n/a           |
| Gym or pool                              | 1 Month     | \$25.50      | \$34.07                 | \$42.48      | \$84.96       |
| Gym or pool                              | 6 Month     | \$109.73     | \$145.58                | \$181.64     | \$350.22      |
| Gym or pool                              | Annual      | \$185.84     | \$250.66                | \$313.94     | \$611.95      |
| Camp visit - group of 10 or more campers | Visit       | \$3.20       | n/a                     | n/a          | n/a           |

| <b>Non-Resident Fees</b>                             |             |              |                         |              |                     |
|--|-------------|--------------|-------------------------|--------------|---------------------|
| <b>Fee Description</b>                               | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b>       |
| Gym or Pool – swim (and sauna) only – taxes included | Visit       | \$4.87       | \$6.64                  | \$8.19       | \$5.53 (per person) |
| Gym or pool – taxes included                         | 12 visits   | \$53.98      | \$71.68                 | \$89.38      | n/a                 |
| Gym or pool  | 1 Month     | \$29.42      | \$39.16                 | \$48.89      | \$97.79             |
| Gym or pool  | 6 Month     | \$126.11     | \$167.48                | \$208.85     | \$402.65            |
| Gym or pool  | Annual      | \$213.72     | \$288.27                | \$361.06     | \$703.76            |
| Camp visit - group of 10 or more campers             | Visit       | \$3.70       | n/a                     | n/a          | n/a                 |

**Training**

**Fitness Orientation:** No fee for Municipal Fee Assistance Program (MFAP) users.

**Personal Training Start Up:**

- 3 sessions package: One hour assessment and 3 hours training
- 5 sessions package: One hour assessment and 5 hours training
- 10 sessions package: One hour assessment and 10 hours training
- 15 sessions package: One hour assessment and 15 hours training

**Personal Training discounts:**

- 3 hours - 3%
- 5 hours - 5%
- 10 hours - 8%
- 15 hours - 10%

**Personal Training at second person rate:** 25% discount for second person. One hour assessment required prior to discounted per visit rate.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

| <b>Resident Fees</b>                            |             |              |                         |              |               |
|---|-------------|--------------|-------------------------|--------------|---------------|
| <b>Fee Description</b>                          | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b> |
| Fitness orientation                             | 30 minutes  | \$21.02      | \$21.02                 | \$21.02      | n/a           |
| Assessment                                      | One hour    | \$42.70      | \$42.70                 | \$42.70      | n/a           |
| Team circuit training                           | 45 minutes  | \$107.08     | \$107.08                | \$107.08     | n/a           |
| Personal training (does not include assessment) | One hour    | n/a          | \$78.76                 | \$78.76      | n/a           |

| Resident Fees                                    |                     |       |                  |            |        |
|--|---------------------|-------|------------------|------------|--------|
| Fee Description                                  | Unit                | Child | Youth and Senior | Adult      | Family |
| Personal training start up (includes assessment) | 3 sessions package  | n/a   | \$263.50         | \$263.50   | n/a    |
| Personal training start up (includes assessment) | 5 sessions package  | n/a   | \$435.84         | \$435.84   | n/a    |
| Personal training start up (includes assessment) | 10 sessions package | n/a   | \$788.05         | \$788.05   | n/a    |
| Personal training start up (includes assessment) | 15 sessions package | n/a   | \$1,124.34       | \$1,124.34 | n/a    |
| Personal training for second person              | One hour            | n/a   | \$60.18          | \$60.18    | n/a    |

| Non-Resident Fees                                |                    |          |                  |          |        |
|--|--------------------|----------|------------------|----------|--------|
| Fee Description                                  | Unit               | Child    | Youth and Senior | Adult    | Family |
| Fitness orientation                              | 30 minutes         | \$24.12  | \$24.12          | \$24.12  | n/a    |
| Assessment                                       | One hour           | \$49.12  | \$49.12          | \$49.12  | n/a    |
| Team circuit training                            | 45 minutes         | \$123.23 | \$123.23         | \$123.23 | n/a    |
| Personal training (does not include assessment)  | One hour           | n/a      | \$90.49          | \$90.49  | n/a    |
| Personal training start up (includes assessment) | 3 sessions package | n/a      | \$303.10         | \$303.10 | n/a    |
| Personal training start up (includes assessment) | 5 sessions package | n/a      | \$501.11         | \$501.11 | n/a    |

| Non-Resident Fees                                |                     |       |                  |            |        |
|--|---------------------|-------|------------------|------------|--------|
| Fee Description                                  | Unit                | Child | Youth and Senior | Adult      | Family |
| Personal training start up (includes assessment) | 10 sessions package | n/a   | \$906.19         | \$906.19   | n/a    |
| Personal training start up (includes assessment) | 15 sessions package | n/a   | \$1,292.92       | \$1,292.92 | n/a    |
| Personal training for second person              | One hour            | n/a   | \$69.25          | \$69.25    | n/a    |

## All Inclusive Fit Pass Membership

Includes access to Artillery Park Aquatic Centre, INVISTA Centre, Kingston East Community Centre, Boys and Girls Club Southeast, Rideau Heights Community Centre and YMCA facilities.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

| Resident Fees   |           |          |                  |          |            |
|-----------------|-----------|----------|------------------|----------|------------|
| Fee Description | Unit      | Child    | Youth and Senior | Adult    | Family     |
| Fit pass        | One month | \$36.25  | \$48.45          | \$61.06  | \$121.24   |
| Fit pass        | Annual    | \$402.88 | \$534.51         | \$671.46 | \$1,192.26 |

| Non-Resident Fees |           |         |                  |         |          |
|-------------------|-----------|---------|------------------|---------|----------|
| Fee Description   | Unit      | Child   | Youth and Senior | Adult   | Family   |
| Fit pass          | One month | \$41.59 | \$55.75          | \$70.13 | \$139.38 |

| <b>Non-Resident Fees</b> |             |              |                         |              |               |
|--------------------------|-------------|--------------|-------------------------|--------------|---------------|
| <b>Fee Description</b>   | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b> |
| Fit pass                 | Annual      | \$463.27     | \$614.60                | \$772.12     | \$1,371.02    |

## All Inclusive Racquet Sport Pass

Includes access to Artillery Park Aquatic Centre, Kingston East Community Centre, Rideau Heights Community Centre and the Kingston Racquet Centre for City of Kingston racquet sports programming (badminton, pickleball & tennis).

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

| <b>Resident Fees</b>   |             |              |                         |              |               |
|------------------------|-------------|--------------|-------------------------|--------------|---------------|
| <b>Fee Description</b> | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b> |
| Racquet sport pass     | One month   | \$33.75      | \$45.58                 | \$56.86      | n/a           |
| Racquet sport pass     | Six months  | \$170.50     | \$227.50                | \$284.07     | n/a           |

| <b>Non-Resident Fees</b> |             |              |                         |              |               |
|--------------------------|-------------|--------------|-------------------------|--------------|---------------|
| <b>Fee Description</b>   | <b>Unit</b> | <b>Child</b> | <b>Youth and Senior</b> | <b>Adult</b> | <b>Family</b> |
| Racquet sport pass       | One month   | \$38.72      | \$52.43                 | \$65.49      | n/a           |
| Racquet sport pass       | Six months  | \$196.02     | \$261.73                | \$326.77     | n/a           |

## Other Fees

**Toonie Swim, Skate or Gymnasium:** No fee for Municipal Fee Assistance Program (MFAP) users.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless the Fee Description indicates “taxes included”. Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

| Fee Description                                    | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Toonie swim, skate or gymnasium - taxes included   | Person | \$2.00       | \$2.30           |
| Camp swim rate - HST exempt                        | Child  | \$3.20       | \$3.70           |
| Shower (excluding Artillery Park) - taxes included | Visit  | \$4.07       | \$4.69           |
| Membership card replacement - taxes included       | Each   | \$8.19       | \$9.51           |
| Membership hold fee - minimum of 30 days           | Each   | \$19.73      | \$22.70          |
| Lifeguards   | Person | \$28.32      | \$32.52          |
| Instructors  | Person | \$28.32      | \$32.74          |
| Report cards and badges                            | Person | \$4.12       | \$4.73           |

## Events and Programs

**Public Skating:** No fee for Municipal Fee Assistance Program (MFAP) users.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless the Fee Description indicates “taxes included” or HST exempt. Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

There is a 72-hour delay for Non-Resident Program Registrants for Fitness – aquatics/specialty

| Fee Description                             | Unit   | Resident Fee | Non-Resident Fee |
|---|--------|--------------|------------------|
| Fitness - 1 day per week                    | Person | \$9.65       | \$11.11          |
| Fitness - aquatic fitness/specialty         | Person | \$10.13      | \$11.64          |
| Public skating - taxes included             | Adult  | \$5.75       | \$6.64           |
| Public skating - taxes included             | Senior | \$4.65       | \$5.31           |
| Public skating - taxes included             | Youth  | \$4.65       | \$5.31           |
| Public skating - HST exempt                 | Child  | \$3.50       | \$4.00           |
| Public skating - family - taxes included    | Each   | \$3.98       | \$4.65           |
| Public skating - 12 visits - taxes included | Adult  | \$63.27      | \$72.79          |
| Public skating - 12 visits - taxes included | Senior | \$50.22      | \$57.74          |
| Public skating - 12 visits - taxes included | Youth  | \$50.22      | \$57.74          |
| Public skating - 12 visits - HST exempt     | Child  | \$37.75      | \$43.50          |
| Shinny hockey - taxes included              | Adult  | \$10.62      | \$12.17          |
| Shinny hockey - 12 Visits - taxes included  | Adult  | \$116.59     | \$134.07         |
| Shinny hockey - youth - HST exempt          | Youth  | \$9.00       | \$10.25          |

## Artillery Park Programs

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless the Fee Description indicates "HST exempt". Applicable taxes will be added at time of purchase.

Fees for a child 14 years and under are HST exempt.

There is a 72-hour registration delay for persons registering for recreation facility programming who are not residents of the City of Kingston.

| Fee Description   | Unit                          | Resident Fee | Non-Resident Fee |
|---|-------------------------------|--------------|------------------|
| Swim lessons, Rookie, Ranger, Star - HST exempt         | Youth                         | \$116.00     | \$133.00         |
| Swim lessons, level 5 – 7, Fitness Swimmer - HST exempt | Youth                         | \$102.00     | \$117.00         |
| Swim lessons, level 1 – 4 - HST exempt                  | Youth                         | \$92.00      | \$106.00         |
| Swim lessons, preschool - HST exempt                    | 3 - 5 years of age            | \$92.00      | \$106.00         |
| Swim lessons  | Adult                         | \$102.65     | \$117.70         |
| Swim lessons, private                                   | Person                        | \$247.79     | \$284.96         |
| Swim lessons, private - maximum of 2 lessons            | Person                        | \$189.38     | \$217.70         |
| Swim lessons, parent with tot - HST exempt              | Parent with tot/child under 5 | \$87.00      | \$100.00         |
| Low ratio swim lessons, preschool - HST exempt          | 3 to 5 years of age           | \$130.00     | \$150.00         |
| Low ratio swim lessons, level 1 – 4 - HST exempt        | Person                        | \$130.00     | \$150.00         |
| Low ratio swim lessons, level 5 – 8 - HST exempt        | Person                        | \$141.00     | \$162.00         |
| Low ratio swim lessons, level 9 – 10 - HST exempt       | Person                        | \$147.00     | \$169.00         |
| Swim to survive – 3 classes - HST exempt                | Person                        | \$45.00      | \$52.00          |

| Fee Description  | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Bronze star - HST exempt   | Person | \$134.00     | \$154.00         |
| Bronze medallion - plus emergency first aid  | Person | \$221.24     | \$254.87         |
| Bronze cross/Standard first aid  | Person | \$227.43     | \$261.95         |
| National lifeguard   | Person | \$381.42     | \$438.94         |
| National lifeguard recertification   | Person | \$107.96     | \$123.89         |
| Standard first aid - HST exempt  | Person | \$143.00     | \$164.00         |
| Standard first aid recertification - HST exempt                                    | Person | \$111.00     | \$128.00         |
| Lifesaving society - swim/lifesaving instructor                                    | Person | \$327.43     | \$376.99         |
| Lifesaving society - lifesaving instructor   | Person | \$218.58     | \$251.33         |
| Lifesaving society - swim instructor   | Person | \$218.58     | \$251.33         |
| Lifesaving sport (8-week program)  | Person | \$124.78     | \$143.36         |
| Junior Lifeguard Club  | Person | \$124.78     | \$143.36         |
| Aquatics Bundle (Bronze medallion, Bronze Cross, National Lifeguard Certification) | Person | \$500.00     | \$575.22         |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule E**

#### **Facility Rentals**

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## Schedule E: Facility Rentals

There is a 15% non-resident user fee/surcharge for recreation facility programming, room bookings and facility rentals. Mobile staging, Projector rental, & City Hall are exempt.

### Other Fees

Additional costs may be applied to any and all rentals and will be on a charge back basis.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

| Fee Description                                       | Unit       | Resident Fee           | Non-Resident Fee |
|---|------------|------------------------|------------------|
| Arena floor, no ice - activity rental                 | Hourly     | \$88.63                | \$101.90         |
| Arena floor, no ice - show or booth                   | Hourly     | \$157.74               | \$181.42         |
| Arena floor, no ice - full day event (Sports Tourism) | Full day   | \$709.16               | \$815.53         |
| Parking lot   | Daily      | \$161.19               | \$185.35         |
| Vending - 10' by 10' booth                            | Hourly     | \$71.28                | \$81.99          |
| Bar - licensed event                                  | Hourly     | \$128.80<br>HST exempt | \$148.10         |
| Additional staffing charge - (three hour minimum)     | Hourly     | \$45.80                | \$52.65          |
| Ticketed event surcharge                              | Per ticket | \$1.68                 | \$1.95           |
| Microphones – refundable deposit fee                  | Each       | \$54.65                | \$62.83          |

## Rideaucrest

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description       | Unit   | Resident Fee | Non-Resident Fee |
|-----------------------|--------|--------------|------------------|
| Boardroom             | Hourly | \$44.12      | \$50.75          |
| Multi-purpose servery | Hourly | \$44.12      | \$50.75          |
| Courtyard use         | Hourly | \$44.12      | \$50.75          |
| Conference room B     | Hourly | \$50.75      | \$58.36          |
| Conference room C     | Hourly | \$50.75      | \$58.36          |
| Conference room BC    | Hourly | \$58.27      | \$67.04          |

## Portsmouth Olympic Harbour (seasonal use only)

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Lobby lounge/area                              | Hourly | \$44.16      | \$50.80          |
| Front lounge                                   | Hourly | \$50.75      | \$58.36          |
| Press lounge                                   | Hourly | \$58.23      | \$66.95          |
| The sailroom (additional permits required)     | Hourly | \$130.97     | \$150.62         |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.30      | \$11.85          |

## Artillery Park Aquatic Centre

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Meeting room A - boardroom                     | Hourly | \$44.12      | \$50.75          |
| Meeting room B - poolside room                 | Hourly | \$50.75      | \$58.36          |
| Meeting room C - multi-purpose room            | Hourly | \$58.23      | \$66.95          |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.31      | \$11.86          |
| Gymnasium                                      | Hourly | \$67.08      | \$77.12          |
| Pool - leisure                                 | Hourly | \$72.52      | \$83.41          |
| Pool - tank (Vicki Keith Pool)                 | Hourly | \$83.32      | \$95.80          |
| Pool - leisure & tank (Vicki Keith Pool)       | Hourly | \$126.68     | \$145.66         |

## Culligan Water Park

Culligan Water Park is closed for construction in 2026. Projected re-opening date is March 2027.

## Rideau Heights Community Centre

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Hoteling office                                | Hourly | \$18.94      | \$21.77          |
| Sound room                                     | Hourly | \$25.35      | \$29.16          |
| Kitchen  | Hourly | \$31.68      | \$36.42          |
| Pod (one)                                      | Hourly | \$44.12      | \$50.75          |
| Pod (two)                                      | Hourly | \$50.75      | \$58.36          |
| Pod (three)                                    | Hourly | \$58.23      | \$66.95          |
| Multi-purpose room                             | Hourly | \$50.75      | \$58.36          |
| Large hall                                     | Hourly | \$58.23      | \$66.95          |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.30      | \$11.85          |
| Half gymnasium                                 | Hourly | \$58.27      | \$67.04          |
| Gymnasium                                      | Hourly | \$67.08      | \$77.12          |
| Parking lot (restrictions apply)               | Hourly | \$20.00      | \$23.01          |
| Front lawn (restrictions apply)                | Hourly | \$20.00      | \$23.01          |

## INVISTA Centre

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit                 | Resident Fee | Non-Resident Fee |
|---|----------------------|--------------|------------------|
| Fitness studio (does not include access to fitness equipment) | Hourly               | \$50.75      | \$58.36          |
| Meeting room A  | Hourly               | \$50.75      | \$58.36          |
| Meeting room B  | Hourly               | \$50.75      | \$58.36          |
| Meeting room AB   | Hourly               | \$58.23      | \$66.95          |
| Meeting room C  | Hourly               | \$58.23      | \$66.95          |
| Statutory and Public Holiday Surcharge - rooms                | Hourly               | \$10.30      | \$11.85          |
| Parking lot (restrictions apply)                              | Per 3 stalls (daily) | \$20.00      | \$23.01          |
| Front lawn (restrictions apply)                               | Hourly               | \$20.00      | \$23.01          |

## Kingston East Community Centre

Reduced rates for room rentals at Kingston East Community Centre offered to community partners with significant hours of weekly block bookings.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit                 | Resident Fee | Non-Resident Fee |
|--|----------------------|--------------|------------------|
| Meeting room 1                                 | Hourly               | \$50.75      | \$58.36          |
| Meeting room 2                                 | Hourly               | \$50.75      | \$58.36          |
| Meeting room 3                                 | Hourly               | \$50.75      | \$58.36          |
| Meeting room 2 & 3                             | Hourly               | \$58.23      | \$66.95          |
| Meeting room 4                                 | Hourly               | \$50.71      | \$58.32          |
| Half gymnasium (A or B)                        | Hourly               | \$58.27      | \$67.04          |
| Full gymnasium (A and B)                       | Hourly               | \$67.08      | \$77.12          |
| Kitchen  | Hourly               | \$31.68      | \$36.42          |
| Hotelling office                               | Hourly               | \$18.94      | \$21.77          |
| Statutory and Public Holiday Surcharge - rooms | Hourly               | \$10.30      | \$11.85          |
| Front lawn (restrictions apply)                | Hourly               | \$20.00      | \$23.01          |
| Parking lot (restrictions apply)               | Per 3 stalls (daily) | \$20.00      | \$23.01          |
| Bleachers                                      | Hourly               | \$15.60      | \$17.92          |

## Kingston Memorial Centre

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                            | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Barn                                       | Hourly | \$44.12      | \$50.75          |
| Rotunda                                    | Hourly | \$50.75      | \$58.36          |
| Special event - minimum eight-hour booking | Hourly | \$364.91     | \$419.65         |

## Cataraqui Community Centre

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Conference room                                | Hourly | \$50.75      | \$58.36          |
| Cloverdale and Sunnyside Halls                 | Hourly | \$58.23      | \$66.95          |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.30      | \$11.85          |

## Centre 70

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Reddendale Hall                                | Hourly | \$58.23      | \$66.95          |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.30      | \$11.85          |

### Slush Puppie Place

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit   | Resident Fee | Non-Resident Fee |
|--|--------|--------------|------------------|
| Concourse Wall of Fame space                   | Hourly | \$58.23      | \$66.95          |
| Meeting room                                   | Hourly | \$50.80      | \$58.41          |
| Boardroom                                      | Hourly | \$44.12      | \$50.75          |
| Statutory and Public Holiday Surcharge - rooms | Hourly | \$10.30      | \$11.85          |

### Mobile Stage

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

There are no Non-Resident surcharges for mobile staging.

| Fee Description  | Unit   | Fee        |
|--|--------|------------|
| Mobile stage (based on availability) - SL100: First day/initial set-up | Daily  | \$7,845.13 |
| Mobile stage - SL100 (additional days)                                 | Daily  | \$1,450.00 |
| Mobile stage - SL75: first day/initial set-up                          | Daily  | \$1,649.56 |
| Mobile stage - SL75 (additional days)                                  | Daily  | \$755.00   |
| Stage monitoring (beyond the eight-hour day included in daily fee)     | Hourly | \$84.96    |
| Deck extension or sound wing deck                                      | Daily  | \$151.24   |

## Movie Screen and Projector

Set up, take down, and monitoring costs are not included in this rental and will be applied on a charge back basis.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

There are no Non-Resident surcharges for projector rentals.

| Fee Description                             | Unit   | Fee      |
|---|--------|----------|
| Screen, sound, projector - 3.5 hour minimum | Hourly | \$254.65 |

## City Hall

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

Damage deposit is not taxable.

There are no Non-Resident surcharges for City Hall bookings.

| Fee Description                     | Unit   | Fee     |
|-------------------------------------|--------|---------|
| Heritage Resource Centre            | Hourly | \$44.12 |
| Councillors' Lounge                 | Hourly | \$44.12 |
| Stationview Room                    | Hourly | \$44.12 |
| Council Chambers                    | Hourly | \$50.75 |
| Memorial Hall                       | Hourly | \$58.23 |
| Shoal Tower Room                    | Hourly | \$14.73 |
| Custodian fee - regular hours       | Hourly | \$40.09 |
| Custodian fee - weekday after hours | Hourly | \$60.09 |

| Fee Description  | Unit   | Fee      |
|--|--------|----------|
| Custodian fee - Saturday - four hour minimum           | Hourly | \$60.31  |
| Custodian fee - Sunday - four hour minimum             | Hourly | \$80.18  |
| Security guard fee - Saturday - four hour minimum      | Hourly | \$57.39  |
| Security guard fee - Sunday - four hour minimum        | Hourly | \$76.46  |
| Damage deposit - room rentals (refundable deposit fee) | Each   | \$546.35 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule F**

#### **Rideaucrest Catering & Coffee Shop**

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## Schedule F: Rideaucrest Catering & Coffee Shop

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

### Beverages

| Fee Description  | Unit            | Fee     |
|--|-----------------|---------|
| Coffee - cup - includes cream/milk and sugar                   | Each            | \$1.81  |
| Coffee - small pot - serves 8 - includes cream/milk and sugar  | Each            | \$5.49  |
| Percolator/ urn (serves 30-40) - includes cream/milk and sugar | Each            | \$18.23 |
| Tea bag - includes cream/milk and sugar                        | Each            | \$1.81  |
| Hot Chocolate  | Package         | \$1.81  |
| Pop  | 355 millilitres | \$1.19  |
| Juice – apple/ orange  | 2 litre pitcher | \$13.45 |
| Chocolate milk   | 473 milliliters | \$2.35  |
| Milk   | 237 milliliters | \$1.06  |
| Milk   | 473 milliliters | \$1.99  |

## Bakeshop

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

| Fee Description       | Unit       | Fee     |
|-----------------------|------------|---------|
| Muffin                | Each       | \$1.59  |
| Packaged cookies      | Each       | \$1.33  |
| Gourmet baked cookies | Tray of 20 | \$12.57 |
| Squares - tea cut     | Each       | \$1.50  |
| Chocolate bar         | Each       | \$1.86  |
| Chips                 | 40g Bag    | \$1.19  |

## Buffet Trays

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit | Fee     |
|--|------|---------|
| Salad, small - serves 5 people                 | Each | \$15.49 |
| Salad, medium - serves 10 people               | Each | \$25.84 |
| Salad, large - serves 15 people                | Each | \$30.97 |
| Vegetables and dip - serves 10 people          | Each | \$29.03 |
| Cheese, fruit, and crackers - serves 10 people | Each | \$38.67 |

| Fee Description               | Unit | Fee     |
|-------------------------------|------|---------|
| Fruit tray - serves 10 people | Each | \$33.85 |
| Tea cut sandwich              | Each | \$2.17  |
| Gourmet sandwich              | Each | \$4.07  |

### Other Fees

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless HST exempt is indicated. Applicable taxes will be added at time of purchase.

| Fee Description                                 | Unit | Fee     |
|---|------|---------|
| Lunch service - hot meal, beverage, and dessert | Each | \$12.65 |
| Plate, large (9")                               | Each | \$0.13  |
| Plate, small (6")                               | Each | \$0.09  |
| Knife   | Each | \$0.04  |
| Fork  | Each | \$0.04  |
| Spoon   | Each | \$0.04  |
| Styrofoam cup                                   | Each | \$0.04  |
| Napkin  | Each | \$0.04  |
| Straw   | Each | \$0.04  |
| Guest meal                                      | Each | \$12.65 |
| Special event meal                              | Each | \$18.23 |

| Fee Description                   | Unit               | Fee           |
|-----------------------------------|--------------------|---------------|
| Soup                              | Each               | \$1.81        |
| Labour surcharge                  | % of goods ordered | 35%           |
| Labour surcharge – full day event | Hourly             | \$43.54       |
| Coffee shop gift items            | Each               | Cost plus 30% |
| Coffee shop unlisted food items   | Each               | Cost plus 30% |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule G**

#### **Arenas**

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Ice Rental..... 1

## Schedule G: Arenas

Some charges may be tax exempt (i.e., supervised programs for children 14 years of age and under).

Refer to Ice Allocation Policy for designated rate timings and for room rentals for tournaments.

Last minute ice opens Monday of respective week.

### Ice Rental

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit   | Fee      |
|---|--------|----------|
| School Board ice - Monday to Friday (9:00 a.m. to 4:30 p.m.)  | Hourly | \$79.38  |
| Morning ice - 6:00 a.m. to 8:00 a.m. or 6:30 a.m. to 8:30 a.m.  | Hourly | \$150.00 |
| Non-prime time - youth and adult  | Hourly | \$198.32 |
| Prime time - youth  | Hourly | \$253.58 |
| Prime time - tournament rate - September to March - 16 hour minimum at the designated tournament center | Hourly | \$253.58 |
| Prime time – adult  | Hourly | \$329.07 |
| Non-prime time - last minute ice - INVISTA only<br>Monday to Friday, 8:30 am to 4:30 pm                 | Hourly | \$150.00 |
| Skate patrol  | Hourly | \$19.91  |
| Holiday premium – all hours on statutory and public holidays  | Hourly | \$51.50  |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule H**

#### **Parks**

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## Schedule H: Parks

### Park Rentals

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                    | Unit   | Fee      |
|------------------------------------|--------|----------|
| Picture taking                     | Hourly | \$19.96  |
| Rental for 1 - 99 attendees        | Hourly | \$19.96  |
| Rental for 100 - 249 attendees     | Hourly | \$37.30  |
| Rental for 250 - 499 attendees     | Hourly | \$56.19  |
| Rental for 500 - 999 attendees     | Hourly | \$70.27  |
| Rental for 1,000 - 2,499 attendees | Hourly | \$87.79  |
| Rental for 2,500 + attendees       | Hourly | \$131.68 |

### Film Productions

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

- As defined in the Film Policy.

| Fee Description        | Unit  | Fee        |
|------------------------|-------|------------|
| Feature Parks          | Daily | \$2,976.70 |
| Secondary Parks        | Daily | \$1,545.00 |
| Springer Market Square | Daily | \$3,934.60 |

## Special Events

- As defined in Special Events Policy.
- Half day rental is a maximum of 5 hours.
- Full day rental is a maximum of 10 hours.

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                   | Unit     | Fee        |
|-----------------------------------|----------|------------|
| Special event park rental         | Half day | \$455.09   |
| Special event park rental         | Full day | \$650.13   |
| Large scale event park rental     | Half day | \$632.39   |
| Large scale event park rental     | Full day | \$886.59   |
| Mega event park rental            | Half day | \$825.40   |
| Mega event park rental            | Full day | \$1,144.82 |
| Set-up/tear down                  | Daily    | \$295.53   |
| Commercial surcharge on all rates | Hourly   | 20%        |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule I**

#### **Sports Fields**

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## Schedule I: Sports Fields

There is a 10% capital surcharge on the rental of any outdoor rectangular and diamond sports fields.

### Baseball and Softball Diamonds – Youth

Half day is a maximum of 5 hours.

Full day is a maximum of 10 hours.

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description       | Unit     | Fee     |
|-----------------------|----------|---------|
| Major, per field      | Hourly   | \$15.18 |
| Minor, per field      | Hourly   | \$9.60  |
| Tournament, per field | Half day | \$46.11 |
| Tournament, per field | Full day | \$92.17 |

### Baseball and Softball Diamonds – Adult

Half day is a maximum of 5 hours.

Full day is a maximum of 10 hours.

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description       | Unit     | Fee      |
|-----------------------|----------|----------|
| Major, per field      | Hourly   | \$28.05  |
| Minor, per field      | Hourly   | \$22.35  |
| Tournament, per field | Half day | \$85.44  |
| Tournament, per field | Full day | \$170.88 |

## Rectangular Fields (Soccer, Cricket, Frisbee, and Lacrosse) – Youth

Half day is a maximum of 5 hours.

Full day is a maximum of 10 hours.

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description       | Unit     | Fee      |
|-----------------------|----------|----------|
| Major, per field      | Hourly   | \$16.99  |
| Minor, per field      | Hourly   | \$11.11  |
| Tournament, per field | Half day | \$51.64  |
| Tournament, per field | Full day | \$103.27 |

## Rectangular Fields (Soccer, Cricket, Frisbee, and Lacrosse) – Adult

Half day is a maximum of 5 hours.

Full day is a maximum of 10 hours.

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description       | Unit     | Fee      |
|-----------------------|----------|----------|
| Major, per field      | Hourly   | \$28.41  |
| Tournament, per field | Half day | \$86.37  |
| Tournament, per field | Full day | \$172.79 |

**Miscellaneous**

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                                  | Unit     | Fee        |
|--|----------|------------|
| Security deposit - Seasonal Users Partner Groups | Seasonal | \$2,238.72 |
| Light Fee - Sport Fields                         | Hourly   | \$21.86    |

**BMX Track – via agreement only**

Fees listed below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description | Unit   | Fee     |
|-----------------|--------|---------|
| Rental - Adult  | Hourly | \$26.46 |
| Rental - Youth  | Hourly | \$10.97 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule J**

#### **Artificial Fields**

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## Schedule J: Artificial Fields

### Definitions:

Operational dates are weather permitting.

**Prime time:** April 1<sup>st</sup> – May 14<sup>th</sup> and October 1<sup>st</sup> – November 1<sup>st</sup>.

**Non-Prime time:** May 15<sup>th</sup> – September 30<sup>th</sup>.

**Specialty Sports Camps** are non-profit/ operated partner groups.

**Special Event** is defined as a community or school event.

**Commercial/ Profit** is for a profit sport, camp, or other event.

### CaraCo Home Field and John Machin Field

#### Prime time – Youth

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of payment.

| Fee Description                              | Unit   | Fee      |
|--|--------|----------|
| Entire Facility                              | Hourly | \$119.16 |
| Track or Field                               | Hourly | \$95.35  |
| High Jump or Pole Vault                      | Hourly | \$44.73  |
| Long Jump, Shot Put, Discus, Javelin, Hammer | Hourly | \$29.87  |

**Prime time – Adult**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of payment.

| Fee Description                              | Unit   | Fee      |
|--|--------|----------|
| Entire Facility                              | Hourly | \$159.03 |
| Track or Field                               | Hourly | \$127.17 |
| High Jump or Pole Vault                      | Hourly | \$59.60  |
| Long Jump, Shot Put, Discus, Javelin, Hammer | Hourly | \$39.73  |

**Non-Prime Time - Youth and Adult**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of payment.

| Fee Description   | Unit   | Fee     |
|---|--------|---------|
| Entire Facility   | Hourly | \$95.35 |
| Track or Field  | Hourly | \$76.33 |
| High Jump or Pole Vault                                   | Hourly | \$28.63 |
| Long Jump, Shot Put, Discus, Javelin, Hammer (Clubs Only) | Hourly | \$19.12 |

**Other Fees – Youth and Adult**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of payment.

| <b>Fee Description</b>      | <b>Unit</b> | <b>Fee</b> |
|-----------------------------|-------------|------------|
| Lights                      | Hourly      | \$39.82    |
| Specialty Sports Camps      | Hourly      | \$95.35    |
| Special Events              | Hourly      | \$95.35    |
| Commercial/Profit Surcharge | Hourly      | 20%        |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule K**

#### **Marinas**

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## Schedule K: Marinas

### Seasonal

Seasonal Memberships paid in full between October 1<sup>st</sup> and December 31<sup>st</sup> for the following year will lock in the current year's rate.

Sea-doo's can be parked behind vessel in slip or at sea-doo dock by arrangement.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description  | Unit        | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|------------------|-------------|-------------------------|--------------------------------|
| Seasonal mooring | Per foot    | \$96.68                 | \$89.12                        |
| Add power        | 15 Amp      | \$331.33                | \$325.04                       |
| Add power        | 30 Amp      | \$577.21                | \$566.24                       |
| Add power        | 50 Amp      | \$843.85                | \$827.79                       |
| Pump out         | Per service | n/a                     | \$230.53                       |
| Sea-doo seasonal | Flat fee    | \$602.52                | \$531.95                       |

## Monthly

Monthly rates are based on a calendar month or 30 days.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                   | Unit     | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|-----------------------------------|----------|-------------------------|--------------------------------|
| May, June, September, and October | Per foot | \$34.29                 | \$27.96                        |
| July and August                   | Per foot | \$39.78                 | \$32.35                        |
| Add power                         | 15 Amp   | \$91.24                 | \$89.51                        |
| Add power                         | 30 Amp   | \$163.41                | \$160.31                       |
| Add power                         | 50 Amp   | \$247.74                | \$243.01                       |

## Weekly

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                   | Unit     | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|-----------------------------------|----------|-------------------------|--------------------------------|
| May, June, September, and October | Per foot | \$11.42                 | \$9.34                         |
| July and August                   | Per foot | \$13.27                 | \$10.80                        |
| Add power                         | 15 Amp   | \$22.83                 | \$22.39                        |
| Add power                         | 30 Amp   | \$40.84                 | \$40.04                        |
| Add power                         | 50 Amp   | \$62.04                 | \$60.84                        |

## Daily

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit     | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|---|----------|-------------------------|--------------------------------|
| Unserviced wall or dock - May, June, September, and October | Per foot | \$2.08                  | \$2.04                         |
| Unserviced wall or dock – July and August                   | Per foot | \$2.26                  | \$2.21                         |
| Serviced wall or dock - May, June, September, and October   | Per foot | \$2.26                  | \$2.21                         |
| Serviced wall or dock - July and August                     | Per foot | \$2.61                  | \$2.57                         |
| Add power   | 15 Amp   | \$4.20                  | \$4.12                         |
| Add power   | 30 Amp   | \$11.64                 | \$11.42                        |
| Add power   | 50 Amp   | \$16.59                 | \$16.28                        |

## Hourly

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit                           | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|-----------------|--------------------------------|-------------------------|--------------------------------|
| Day docks       | Hourly – \$15.00 maximum daily | \$2.17                  | n/a                            |

## Storage

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                  | Unit     | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|----------------------------------|----------|-------------------------|--------------------------------|
| Winter storage                   | Per foot | n/a                     | \$36.59                        |
| Summer storage                   | Per foot | n/a                     | \$50.44                        |
| Mast storage                     | Per foot | n/a                     | \$2.61                         |
| Cradle storage - collapsible     | Each     | n/a                     | \$257.48                       |
| Cradle storage - non-collapsible | Each     | n/a                     | \$566.50                       |

## Other Fees

Additional costs may be applied to any and all services and will be on a charge back basis.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                          | Unit        | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|--|-------------|-------------------------|--------------------------------|
| Ice                                      | Per bag     | \$4.20                  | \$4.20                         |
| Pump out                                 | Per service | n/a                     | \$26.73                        |
| Haul out - 30' and under                 | Per foot    | n/a                     | \$14.25                        |
| Haul out - 31' and over                  | Per foot    | n/a                     | \$16.11                        |
| Launching - 30' and under                | Per foot    | n/a                     | \$14.25                        |
| Launching - 31' and over                 | Per foot    | n/a                     | \$16.11                        |
| Stands - 24" and smaller                 | Each        | n/a                     | \$47.08                        |
| Stands - 25" and larger                  | Each        | n/a                     | \$95.93                        |
| Commercial crafts - surcharge            | Per craft   | 20%                     | 20%                            |
| Administration fee - cancelled booking   | Per service | \$37.70                 | \$38.85                        |
| Site crane - manual chain                | Per service | n/a                     | \$51.46                        |
| Trailer or boat relocation on site       | Per service | n/a                     | \$106.55                       |
| Dock step rental                         | Per rental  | \$68.94                 | \$71.02                        |
| Dock box platform rental                 | Per rental  | \$84.60                 | \$87.12                        |
| Unstep mast with mobile crane            | Each        | n/a                     | \$349.87                       |
| Unstep mast - additional mast with crane | Each        | n/a                     | \$174.91                       |

## Launch Ramp

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description           | Unit       | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|---------------------------|------------|-------------------------|--------------------------------|
| Launch ramp               | One time   | n/a                     | \$20.66                        |
| Launch ramp               | Five times | n/a                     | \$72.30                        |
| Launch ramp               | Ten times  | n/a                     | \$144.60                       |
| Parking - car and trailer | Daily      | n/a                     | \$10.75                        |
| Parking - car and trailer | Weekly     | n/a                     | \$52.21                        |
| Parking - car and trailer | Monthly    | n/a                     | \$156.68                       |
| Seasonal - boat launch    | Unlimited  | n/a                     | \$174.12                       |

## Regatta Clinic

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit    | Confederation Basin Fee | Portsmouth Olympic Harbour Fee |
|-----------------|---------|-------------------------|--------------------------------|
| Dry sail        | Nightly | n/a                     | \$4.12                         |
| Wet berth       | Nightly | \$10.66                 | \$10.58                        |

## Crawford Wharf

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description          | Unit  | Fee      |
|--------------------------|-------|----------|
| Cruise ships - tendering | Daily | \$413.72 |

## Overnight Mooring

**Preferred rate:** Applies to vessels staying more than 15 nights.

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit     | Fee    |
|-----------------|----------|--------|
| Preferred rate  | Per foot | \$2.35 |
| Regular rate    | Per foot | \$2.61 |

## Commercial Passenger Dock

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

All fees have a minimum charge of one hour.

| Fee Description  | Unit     | Fee     |
|--|----------|---------|
| Un-serviced passenger dock for vessels 40 feet and under | Per hour | \$33.50 |
| Un-serviced passenger dock for vessels 41 feet and over  | Per hour | \$38.50 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule L**

#### **Airport**

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## Schedule L: Airport

### Exemptions to Landing Fees:

- 1) Where any Canadian Air Carrier licensed pursuant to Part II of the National Transportation Act, 1987, of an aircraft on a flight conducted exclusively for the purpose of improving the skill and knowledge of the aircrew personnel of the Air Carrier, and where arrangements are made in advance with the airport manager, the landing charge for each such landing is 20 percent of the applicable charge prescribed below.
- 2) Exemption for landing fees only; All military aircraft and any aircraft used in Search & Rescue missions will be exempt.
- 3) Private aircraft less than 2,270 kilograms (5,000 lbs.) are exempt from the minimum fee.

### Landing of Aircraft

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                             | Unit                            | Domestic Fee | International Fee |
|---|---------------------------------|--------------|-------------------|
| Minimum for jet and turbine aircraft        | Each plane                      | \$28.81      | \$40.31           |
| Minimum for commercial fixed wing           | Each plane                      | \$18.31      | \$25.14           |
| Minimum for commercial rotary wing          | Each plane                      | \$16.15      | \$24.07           |
| Jet aircraft not more than 21,000 kilograms | Per 1,000 kilograms or fraction | \$8.76       | \$12.26           |
| Jet aircraft 21,000 to 45,000 kilograms     | Per 1,000 kilograms or fraction | \$11.42      | \$15.97           |
| Jet aircraft more than 45,000 kilograms     | Per 1,000 kilograms or fraction | \$13.27      | \$18.58           |

| Fee Description  | Unit                            | Domestic Fee | International Fee |
|--|---------------------------------|--------------|-------------------|
| Turbo/piston powered aircraft not more than 21,000 kilograms | Per 1,000 kilograms or fraction | \$7.96       | \$10.93           |
| Turbo/piston powered aircraft 21,000 to 45,000 kilograms     | Per 1,000 kilograms or fraction | \$9.73       | \$13.54           |
| Turbo/piston powered aircraft More than 45,000 kilograms     | Per 1,000 kilograms or fraction | \$11.59      | \$16.19           |

### Air Terminal Facility - Incoming Flight

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description              | Unit           | Domestic Fee | International Fee |
|------------------------------|----------------|--------------|-------------------|
| Scheduled passenger aircraft | 1 - 9 seats    | \$19.82      | \$45.58           |
| Scheduled passenger aircraft | 10 - 15 seats  | \$39.20      | \$59.96           |
| Scheduled passenger aircraft | 16 - 19 seats  | \$55.80      | \$129.20          |
| Scheduled passenger aircraft | 20 - 25 seats  | \$76.42      | \$216.68          |
| Scheduled passenger aircraft | 26 - 45 seats  | \$125.22     | \$268.85          |
| Scheduled passenger aircraft | 46 - 60 seats  | \$178.85     | \$378.36          |
| Scheduled passenger aircraft | 61 - 89 seats  | \$285.80     | \$605.62          |
| Scheduled passenger aircraft | 90 - 125 seats | \$393.98     | \$832.70          |
| Scheduled passenger aircraft | Over 125 seats | \$465.62     | \$984.07          |

## Passenger Facility

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                           | Unit                | Domestic Fee | International Fee |
|---|---------------------|--------------|-------------------|
| Passenger facility (secured operations)   | Departing passenger | \$20.00      | \$20.00           |
| Passenger facility (unsecured operations) | Departing passenger | \$10.00      | \$10.00           |

## Aircraft Ground Power

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                         | Unit | Domestic Fee | International Fee |
|---|------|--------------|-------------------|
| Aircraft ground power and heating/start | Each | \$10.13      | \$10.13           |

## Surcharges

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description  | Unit           | Domestic Fee | International Fee |
|--|----------------|--------------|-------------------|
| AVGAS fuel surcharge                                   | Litre          | \$0.05       | \$0.05            |
| Turbine fuel surcharge                                 | Litre          | \$0.05       | \$0.05            |
| Commercial Operations fee (aircraft based in Kingston) | Each per month | \$150.00     | n/a               |

## Hangar Storage

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description          | Unit         | Daily Fee | Monthly Fee |
|--------------------------|--------------|-----------|-------------|
| Aircraft storage         | Storage unit | \$71.02   | \$404.47    |
| Airside or apron storage | Square metre | n/a       | \$50.49     |

## Aircraft Parking

Parking fees will apply for any six-hour period, per calendar day.

Double billing for overnight (two calendar days) will not apply if the aircraft departs prior to 0900 hours.

### Daily

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description | Unit                       | Fee      |
|-----------------|----------------------------|----------|
| Aircraft        | Less than 2,000 kilograms  | \$15.80  |
| Aircraft        | 2,000 to 4,999 kilograms   | \$15.80  |
| Aircraft        | 5,000 to 9,999 kilograms   | \$28.01  |
| Aircraft        | 10,000 to 29,999 kilograms | \$51.86  |
| Aircraft        | 30,000 to 59,999 kilograms | \$80.40  |
| Aircraft        | 60,000 kilograms or more   | \$121.33 |

**Monthly**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| <b>Fee Description</b> | <b>Unit</b>                | <b>Fee</b> |
|------------------------|----------------------------|------------|
| Aircraft               | Less than 2,000 kilograms  | \$316.00   |
| Aircraft               | 2,000 to 4,999 kilograms   | \$316.00   |
| Aircraft               | 5,000 to 9,999 kilograms   | \$556.95   |
| Aircraft               | 10,000 to 29,999 kilograms | \$1,058.23 |
| Aircraft               | 30,000 to 59,999 kilograms | \$1,670.84 |
| Aircraft               | 60,000 kilograms or more   | \$2,450.53 |

## Land Lease - Annual

All sites under 1,000-metre square (m<sup>2</sup>) should have a minimum rent of \$500.00.

Land lease fees are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description  | Unit         | Fee              |
|--|--------------|------------------|
| Sites under 200-metre square                             | Metre square | To be negotiated |
| Sites between 200-metre square and 1,000-metre square    | Metre square | To be negotiated |
| Sites between 1,000-metre square and 10,000-metre square | Metre square | To be negotiated |
| Sites over 10,000-metre square                           | Metre square | To be negotiated |

## Air Terminal Building - Yearly

### Inside Tenants - Exclusive Use Area:

- All costs for materials and installation to be paid for by the tenant.
- All modifications and advertising to be subject to the airport manager's or designates approval.

### Outside Tenants - Exclusive Use Area:

- All costs for materials and installation to be paid for by the client.
- All modifications and advertising to be subject to the airport manager's or designates approval.
- All fixed materials to become the property of the airport unless otherwise negotiated.

Air terminal building fees are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

| Fee Description                                  | Unit         | Fee              |
|--|--------------|------------------|
| Counter space                                    | Metre square | To be negotiated |
| Queuing area                                     | Metre square | To be negotiated |
| Baggage area                                     | Metre square | To be negotiated |
| Office, storage, and washroom areas              | Metre square | To be negotiated |
| Ramp storage area - subject to a license fee     | Metre square | To be negotiated |
| Public address system - subject to a license fee | Annual usage | To be negotiated |
| If power is required                             | Per use      | To be negotiated |

## Motor Vehicle Parking

All motor vehicle parking fees listed in the table below include applicable taxes.

| Fee Description                                | Unit            | Fee      |
|--|-----------------|----------|
| Short term parking space                       | 2 hours maximum | \$2.52   |
| Parking space                                  | Daily           | \$10.00  |
| Long term parking space (Airport Workers Only) | Per month       | \$156.95 |

## Property Maintenance

Fee to remove natural growth (i.e., trees) that violates the Federal Airport Zoning Regulations. Actual costs and disbursements incurred by the City.

Property maintenance fees are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at the time of payment.

Minimum of one hour fee applies.

| Fee Description                        | Unit             | Fee                    |
|--|------------------|------------------------|
| Natural growth trimming and/or removal | Hourly           | \$154.50               |
| Snow removal                           | Hourly           | \$154.50               |
| Sweeping                               | Hourly           | \$154.50               |
| Grass cutting                          | Hourly           | \$154.50               |
| Sanding                                | Hourly           | \$154.50+<br>Materials |
| Pavement De-Icing Application          | Hourly           | \$154.50+<br>Materials |
| Fuel Spills                            | Hourly           | \$154.50+<br>Materials |
| Escorting                              | Hourly           | \$103.00               |
| Other Miscellaneous Services           | To be negotiated | To be negotiated       |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule M**

#### **Planning**

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## Schedule M: Planning

### Planning Notes

- The term "Minor Application" shall apply to:
  - (i) the rezoning of a residential building with four units or less which conforms to the Official Plan and will be contained within the walls of an existing structure; or
  - (ii) the rezoning involving a change in non-residential use which conforms to the Official Plan and will be contained within the walls of an existing structure.
- The term "Minor Site Plan Control Application" shall include applications regarding one-unit or two-unit dwellings, group homes and applications with less than 300 square metres of floor area that result from an approval of an application for a zoning by-law amendment.
- The term "Technical Consent" shall apply to:
  - (i) an application for the creation of a new lot, which complies with the zoning by-law and Official Plan; or
  - (ii) an application along a common party wall of an existing building provided non minor variances are required; or
  - (iii) an application to create or extend a right-of-way or easement; or
  - (iv) an application to adjust a lot boundary or facilitate a simple lot addition; or
  - (v) an application for consent to a power of sale or mortgage; or
  - (vi) an application for consent to a lease in excess of 21 years; or
  - (vii) an application for validation of title.
- Dormant Files that have remained inactive for three years will be deemed closed. In the event that a request is made to reactivate a closed file, the applicant shall pay the full existing fee for planning services regardless of any fees paid in the past.
- Engineering Review Fees will be charged as per the Engineering Fee Schedule according to the individual application requirements and payment is required at the time of application submission.
- Legal Fees will be invoiced at the time documentation is executed.
- Peer Review - Fee to be paid by the applicant prior to staff authorizing the consultant to commence work.

- All planning fees, engineering fees and legal fees would be waived for not-for-profit housing providers that submit development proposals which include affordable units. All planning fees, engineering fees and legal fees would be waived for private affordable housing development units at 80% or less of Canadian Mortgage and Housing Corporation (CMHC) rental rate. This waiving of fees would apply to the rental market only.
- If a development includes a number of affordable units, the planning fees, engineering fees and legal fees will be reduced based on the percentage of affordable units included within the overall development.

### Public Meeting Notice (PMN)

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                         | Unit        | Fee      |
|---|-------------|----------|
| Concurrent applications PMN             | Application | \$434.75 |
| Notice to cancel public meeting         | Notice      | \$525.90 |
| Remailing of PMN                        | Remailing   | \$525.90 |
| Public Notice (PN)                      | Notice      | \$285.60 |
| Public Notice - Committee of Adjustment | Notice      | \$171.45 |

### Official Plan (OP) Amendment

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit      | Fee         |
|--|-----------|-------------|
| Official Plan (OP) Amendment   | Amendment | \$8,662.60  |
| Developments in excess of 3,000-metre square of floor area or 50 dwelling units (plus PN or PMN) | Amendment | \$14,977.75 |
| Letter of Compliance   | Amendment | \$130.50    |

## Zoning By-Law Amendment

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit        | Fee         |
|--|-------------|-------------|
| Minor application (plus PN or PMN)   | Application | \$4,268.60  |
| Basic fee (plus PN or PMN)   | Request     | \$8,662.60  |
| Developments in excess of 3,000-metre square of floor area or 50 dwelling units (plus PN or PMN)   | Application | \$14,143.55 |
| Application submitted concurrently with an Official Plan (OP) Amendment (plus PN or PMN)           | Application | \$4,268.60  |
| Removal of 'H' Holding Overlay for residential buildings with up to 4 dwelling units on 1 property | Application | \$530.45    |
| Partial removal of Municipal Servicing Allocation Holding Overlay                                  | Application | \$530.45    |
| Removal of 'H' Holding Overlay for all other applications  | Request     | \$2,636.60  |
| New complete application after application is withdrawn  | Application | \$1,092.75  |

**Note:** Where an application for the partial removal of the Municipal Servicing Allocation Holding Overlay is submitted concurrently with another *Planning Act* Application, no fee is applicable.

## Temporary Use By-Law

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit        | Fee         |
|--|-------------|-------------|
| Basic fee (plus PN or PMN)   | Request     | \$8,662.60  |
| Developments in excess of 3,000-metre square of floor area or 50 dwelling units (plus PN or PMN) | Application | \$13,333.65 |
| Applications to extend approval (plus PN or PMN)   | Application | \$2,511.15  |

## Plan of Subdivision

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                                      | Unit        | Fee         |
|--|-------------|-------------|
| Removal of part lot control - basic fee              | Part lot    | \$3,891.95  |
| Draft approval - less than 50 units (plus PN or PMN) | Approval    | \$6,666.45  |
| Plus per unit or lot                                 | Unit or lot | \$143.85    |
| Draft approval - 50 units or more (plus PN or PMN)   | Approval    | \$11,677.35 |
| Plus per unit or lot                                 | Unit or lot | \$160.55    |
| Request to amend conditions of draft approval        | Request     | \$2,249.35  |
| Subdivision agreement                                | Agreement   | \$14,914.10 |
| Request to amend subdivision agreement               | Request     | \$2,511.15  |
| Request for pre-servicing agreement                  | Request     | \$2,511.15  |
| Request for model home agreement                     | Request     | \$753.40    |
| Letter of Compliance                                 | Agreement   | \$130.50    |

## Plan of Condominium

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit        | Fee        |
|---|-------------|------------|
| Draft approval - less than 50 units (plus PN or PMN)        | Part lot    | \$4,972.05 |
| Plus per unit   | Approval    | \$98.35    |
| Draft approval - 50 units or more (plus PN or PMN)          | Unit or lot | \$6,665.95 |
| Plus per unit   | Approval    | \$125.45   |
| Request to amend conditions of draft approval               | Unit or lot | \$2,511.15 |
| Final plan and condominium agreement                        | Each        | \$4,972.05 |
| Request to amend condominium agreement                      | Agreement   | \$2,511.15 |
| Request to amend condominium description and/or declaration | Request     | \$585.40   |
| Letter of Compliance  | Agreement   | \$130.50   |

## Site Plan Control

**Minor Site Plan Control Application:** One- and two-family dwellings, group homes, and applications with less than 300 square metres of floor area that result from an approval of a rezoning request.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                     | Unit         | Fee        |
|-------------------------------------|--------------|------------|
| Minor Site Plan Control Application | Application  | \$1,193.55 |
| Modification to Minor Application   | Modification | \$490.05   |

## Site Plan Control - Multi-Residential

All pre-application fees that are paid for the same proposal on the same property above \$1,000.00 will be subtracted from the site plan control fee.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description         | Unit          | Fee        |
|-------------------------|---------------|------------|
| Residential Development | 11 - 50 units | \$4,645.20 |
| Plus per unit           | Unit          | \$125.45   |
| Residential Development | Over 50 units | \$5,273.10 |
| Plus per unit           | Unit          | \$137.70   |

## Site Plan Control – Other

All pre-application fees that are paid for the same proposal on the same property above \$1,000.00 will be subtracted from the site plan control fee.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit   | Fee        |
|---|--|------------|
| All other development (less than 3,000 square metres of floor area)               | Less than 3,000 square metres of floor area    | \$4,645.20 |
| Plus per 100 square metres of gross floor area                                    | Floor area                                     | \$143.85   |
| All other development (in excess of 3,000 square metres of floor area)            | In excess of 3,000 square metres of floor area | \$5,273.10 |
| Plus per 100 square metres of gross floor area                                    | Floor area                                     | \$151.55   |
| Modification to plans, conditions, or agreements (amending agreement required)    | Modification                                   | \$2,459.75 |
| Modification to plans, conditions, or agreements (no amending agreement required) | Modification                                   | \$879.10   |
| Letter of Compliance (per agreement)  | Agreement                                      | \$130.50   |

| Fee Description  | Unit                        | Fee        |
|--|-----------------------------|------------|
| Above ground utilities infrastructure containing less than 300 metres squared floor area (plus PN) | Less than 300 meters square | \$2,385.70 |
| Request for security reduction/release   | Request                     | \$614.95   |

### Radiocommunication Facilities

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                         | Unit   | Fee        |
|---|--------|------------|
| Review of radiocommunication facilities | Review | \$2,385.70 |

### Committee of Adjustment – Consents

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit | Fee        |
|--|------|------------|
| Technical consent (plus PN)                                | Each | \$2,359.85 |
| Consent filed concurrently with a minor variance (plus PN) | Each | \$1,256.10 |
| All other consents (plus PN)                               | Each | \$3,074.65 |
| Resubmission of application within three months of lapsing | Each | \$1,444.50 |
| Change conditions of consent - plus recirculation fee      | Each | \$715.50   |

## Committee of Adjustment – Minor Variances

**Category 2:** Fee will be applicable for the following minor variance applications:

- (i) Urban Residential - Accessory Uses  
(e.g., swimming pools, sheds, detached garages, air conditioners, pool equipment).  
Permission to vary the height, setbacks, lot coverage, and floor area.
- (ii) Rural - Accessory Uses to a principal use  
(e.g., storage barn, drive shed, detached garage).  
Permission to vary the height, setbacks, lot coverage, and floor area.
- (iii) Covered or uncovered porches, deck, and stairs.

**Category 3:** Express transit overlay applications greater than 6 storeys.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                                  | Unit | Fee        |
|--|------|------------|
| All other minor variances (plus PN) - Category 1 | Each | \$2,511.15 |
| Minor variances (plus PN) - Category 2           | Each | \$499.70   |
| Minor variances (plus PN) - Category 3           | Each | \$2,511.15 |

## Committee of Adjustment – Other

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                        | Unit | Fee      |
|--|------|----------|
| Notice to cancel public hearing        | Each | \$515.95 |
| Recirculation of public hearing notice | Each | \$515.95 |
| Letter of Compliance                   | Each | \$130.50 |
| Legal non-compliance letter            | Each | \$562.75 |

### Community Improvement Plans

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                                       | Unit | Fee         |
|---|------|-------------|
| New area or project plan - basic fee (plus PN or PMN) | Each | \$14,977.75 |
| Community Improvement Plan amendment                  | Each | \$8,662.60  |

### Deeming By-Law

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description            | Unit | Fee        |
|----------------------------|------|------------|
| Deeming by-law - basic fee | Each | \$2,485.30 |

### Cash In Lieu of Parking

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                     | Unit | Fee      |
|-------------------------------------|------|----------|
| Cash in lieu of parking - basic fee | Each | \$130.50 |

## Civic Addressing and Road Naming

**Change of Assigned Road Name:** Does not include administration fees and road signage preparation and installation fees as determined by Public Works.

Minor addressing fee – minor site plan and consents.

Major addressing fee – draft plan of sub-division, draft plan of condominium, major site plan and owner change requests.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description              | Unit | Fee        |
|------------------------------|------|------------|
| Minor Addressing             | Each | \$154.50   |
| Major Addressing             | Each | \$515.00   |
| Change of assigned road name | Each | \$3,582.20 |

## Miscellaneous Fees

**Site Alteration Permit - Renewal:** Renewal fee valid only if a Site Alteration Permit is renewed 30 days before the original expiry date.

All fees listed in the table below are HST (Harmonized Sales Tax) exempt unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Fee Description  | Unit   | Fee                |
|--|--------|--------------------|
| Administration fee                                     | Permit | \$502.40           |
| Photocopies or printing of documents - black and white | Page   | \$0.31<br>plus HST |
| Photocopies or printing of documents - colour          | Page   | \$1.37<br>plus HST |
| Information search                                     | Hourly | \$95.35            |

### Tree Permit (removal/cutting)

Fee includes Administrative Fee and three hours of staff review/inspection.

The waiving of fees does not apply to tree permits.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description      | Unit               | Fee      |
|----------------------|--------------------|----------|
| Tree Protection Plan | No trees           | \$119.90 |
| Tree Permit          | 1 - 5 trees        | \$119.90 |
| Tree Permit          | 6 - 15 trees       | \$239.90 |
| Tree Permit          | More than 15 trees | \$479.35 |

### Tree Permit Renewal

Valid only if a tree permit is renewed 30 days before original expiry date.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description      | Unit               | Fee      |
|----------------------|--------------------|----------|
| Tree Protection Plan | No trees           | \$39.65  |
| Tree Permit renewal  | 1 - 5 trees        | \$39.65  |
| Tree Permit renewal  | 6 - 15 trees       | \$79.95  |
| Tree Permit renewal  | More than 15 trees | \$159.60 |

### Pre-Application Fee

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit         | Fee        |
|---|--------------|------------|
| Standard pre-application - minor  | Each         | \$450.20   |
| Standard pre-application - major  | Each         | \$1,092.75 |
| Zoning By-Law Amendment Pre-Application - initial application           | Application  | \$2,185.45 |
| Zoning By-Law Amendment Pre-Application - revised technical circulation | Modification | \$1,092.75 |
| Site Plan Control Pre-Application - initial application                 | Application  | \$2,185.45 |
| Site Plan Control Pre-Application - revised technical circulation       | Modification | \$1,092.75 |

### Site Alteration Permit

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                  | Unit   | Fee      |
|----------------------------------|--------|----------|
| Site alteration permit           | Permit | \$491.68 |
| Site alteration permit - renewal | Permit | \$245.04 |

### Urban Design Review

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit            | Fee        |
|-----------------------------|-----------------|------------|
| Urban Design Review - minor | Each submission | \$1,060.90 |
| Urban Design Review         | Each submission | \$3,182.70 |

## Development Application Review - Development Engineering

Additional hourly rates may apply in addition to those noted below.

**Plan of Subdivision:** Final fees are calculated in accordance with the Subdivision Agreement.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit            | Fee         |
|--|-----------------|-------------|
| Committee of Adjustment (CoA) review – outside of consent CoA applications | Each submission | \$456.10    |
| Committee of Adjustment review - consents                                  | Each submission | \$618.00    |
| Official Plan Amendment review   | Each submission | \$456.10    |
| Zoning By-Law Amendment review   | Each            | \$456.10    |
| Site Plan Control review - minor application - including modifications     | Each            | \$456.10    |
| Site Plan Control review - major application - including modifications     | Each            | \$1,468.05  |
| Plan of Subdivision – construction cost of \$300,000 or less               | Deposit         | \$5,000.00  |
| Plan of Subdivision – construction cost of more than \$300,000             | Deposit         | \$10,000.00 |
| Resubmitted Lot Grading Certificate - previously rejected                  | Each            | \$231.35    |
| Resubmitted Plot Plan - previously rejected                                | Each            | \$137.70    |
| Design revision of subdivisions, including part lot lift                   | Each            | \$1,149.80  |
| Encroachment onto Easement Agreement                                       | Each            | \$137.70    |
| Off-Site Works Agreement   | Deposit         | \$2,575.00  |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule N**

#### **Engineering and Transportation**

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## Schedule N: Engineering and Transportation

### Stormwater Management

#### Consolidated Linear Infrastructure - Environmental Compliance Approvals

Fees listed in the table below do not include applicable taxes and are HST (Harmonized Sales Tax) exempt.

| Name Description  | Unit       | Fee        |
|---|------------|------------|
| Storm sewers - includes standard system components (e.g., ditches, swales, inlets, structures, outlets)   | Submission | \$1,639.10 |
| Manufactured treatment device only (e.g., oil-grit separator unit, filter unit)   | Each       | \$1,092.75 |
| Stormwater Management Facility (e.g., wet pond, engineered system with treatment) or Low Impact Development Filtration Facility (e.g., bioretention facility) | Facility   | \$5,463.65 |
| Stormwater Storage Facility (e.g., engineered system without treatment) or Low Impact Development Retention Facility (e.g., infiltration, evapotranspiration) | Facility   | \$1,092.75 |

### Dewatering Permit

**Application - Initial Inspection and Final Inspection:** Fee includes five hours of staff time. Additional hours will be charged at the rate noted below for Professional Engineer or Technologist.

**Reinspection:** Fee is based on 1.5 hours of staff time.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Name Description                                      | Unit                     | Fee      |
|---|--------------------------|----------|
| Application - initial inspection and final inspection | Five hours of staff time | \$653.94 |
| Reinspection  | Visit                    | \$196.15 |
| Dewatering  | Daily                    | \$59.69  |

### Renewable Energy Projects – Completion of Municipal Consultation Form

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Name Description  | Unit | Fee        |
|---|------|------------|
| Projects 10 kilowatts and less                                | Each | \$226.86   |
| Projects greater than 10 kilowatts and less than one megawatt | Each | \$1,193.45 |
| Projects one megawatt and greater                             | Each | \$5,272.92 |
| Plus per one megawatt   | Each | \$151.37   |

## Right-of-Way Permits

Fees listed in the table below are HST (Harmonized Sales Tax) exempt, unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Name Description  | Unit | Fee                  |
|---|------|----------------------|
| Municipal Utility Consent   | Each | \$587.40             |
| Cut Permit  | Each | \$440.55             |
| Entrance Permit – permanent   | Each | \$261.55<br>plus HST |
| Entrance Permit for construction – temporary  | Each | \$175.40             |
| Road Closure for construction – temporary   | Each | \$392.40             |
| Right-of-Way closure for event or neighbourhood program (single or recurring) – temporary | Each | \$130.80             |

## Encroachment on City Right-of-Way

### Inadvertent Encroachment

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Name Description          | Unit   | Fee      |
|---------------------------|--------|----------|
| Application               | Each   | \$305.49 |
| Taxes of subject property | Annual | \$49.03  |

### Temporary Encroachment

Fees listed in the table below are HST (Harmonized Sales Tax) exempt, unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Name Description                                | Unit                                      | Fee                  |
|---|---|----------------------|
| Application                                     | Each                                      | \$305.49<br>plus HST |
| Occupancy fee<br>for period up to 4 weeks       | Daily plus<br>any associated parking fees | \$24.50              |
| Occupancy fee<br>for period 29 days to 12 weeks | Daily plus<br>any associated parking fees | \$34.31              |
| Occupancy fee<br>for period 85 days to 26 weeks | Daily plus<br>any associated parking fees | \$37.74              |
| Occupancy fee<br>for period after 26 weeks      | Daily plus<br>any associated parking fees | \$39.62              |
| Hoarding, covered ways, and scaffolding         | Daily per 6-metre segment                 | \$19.57              |
| Dumpster  | Daily                                     | \$19.55              |
| Mobile crane                                    | Daily                                     | \$157.35             |
| Other objects or equipment                      | Daily                                     | \$157.35             |

## Signage and Banners

Fees listed in the table below are HST (Harmonized Sales Tax) exempt, unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Name Description  | Unit                       | Fee               |
|---|----------------------------|-------------------|
| Variable message board rental - event                       | Up to two boards per event | \$437.10          |
| Variable message board rental                               | Daily                      | \$273.20          |
| Variable message board rental                               | Weekly                     | \$764.95          |
| Variable message board rental                               | Monthly                    | \$2,185.45        |
| Signage setup and removals                                  | Hourly                     | Costs plus 20%    |
| Right-of-Way closure and encroachment materials             | Daily                      | Costs plus 20%    |
| Street Banner (to City) Application                         | Each                       | \$157.39 plus HST |
| Street Banner - installation fee paid to Utilities Kingston | Each                       | \$747.79 plus HST |

## Application For Use of City of Kingston Roadways - Moving of Excess Load Permits, Oversized Loads

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Name Description | Unit        | Fee      |
|------------------|-------------|----------|
| Escort           | Each        | \$105.18 |
| Permit           | Single trip | \$157.39 |
| Permit           | Annual      | \$548.41 |

## Patio Permit – Downtown Area

"Downtown area" is as defined by the Downtown and Harbour Area identified in [Schedule DH1: Special Policy Area of the City of Kingston's Official Plan](#).

Fees are "annual" unless otherwise specified.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Name Description   | Unit                                     | Fee      |
|--|--|----------|
| Application  | One-time fee                             | \$318.25 |
| Amendment to existing permit   | Each                                     | \$212.20 |
| Table on non-fenced café style patio   | Per table per year                       | \$54.65  |
| Small scale public seating arrangement   | One-time fee                             | \$131.10 |
| Fenced patio   | Base fee per year                        | \$530.45 |
| Fenced patio (downtown) rate for first 10 square metres (m <sup>2</sup> ) of space                           | Square metres (m <sup>2</sup> ) per year | \$74.25  |
| Fenced patio (downtown) rate for next 10 square metres (m <sup>2</sup> ) of space (up to 20 m <sup>2</sup> ) | Square metres (m <sup>2</sup> ) per year | \$84.85  |
| Fenced patio (downtown) rate for next 10 square metres (m <sup>2</sup> ) of space (up to 30 m <sup>2</sup> ) | Square metres (m <sup>2</sup> ) per year | \$95.50  |
| Fenced patio (downtown) rate for next 10 square metres (m <sup>2</sup> ) of space (up to 40 m <sup>2</sup> ) | Square metres (m <sup>2</sup> ) per year | \$106.10 |
| Fenced patio (downtown) rate for next 10 square metres (m <sup>2</sup> ) of space (up to 50 m <sup>2</sup> ) | Square metres (m <sup>2</sup> ) per year | \$116.70 |
| Fenced patio (downtown) rate for space in excess of 50 square metres (m <sup>2</sup> )                       | Square metres (m <sup>2</sup> ) per year | \$127.30 |
| Fenced patio (outside the Downtown Kingston Business Improvement Area)                                       | Square metres (m <sup>2</sup> ) per year | \$53.05  |

### Other Fees

Fees listed in the table below are HST (Harmonized Sales Tax) exempt, unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Name Description   | Unit         | Fee   |
|--|--------------|---|
| Professional Engineer Services   | Hourly       | \$219.65<br>plus HST  |
| Engineering Technologist Services  | Hourly       | \$130.80<br>plus HST  |
| Right-of-Way Damage Reinstatement  | Each         | Costs plus 20%  |
| Non-Compliance Permit Work - in addition to applicable permit fees             | Each         | Costs plus 20%  |
| Permit Extension   | Each         | \$130.80<br>plus HST  |
| Reinspection   | Per visit    | \$196.15<br>plus HST  |
| Active Permit Violation Investigation  | Incident     | \$196.15  |
| Permit Contravention Investigation   | Incident     | \$523.15  |
| Legal Compliance Letter and/or Request for Lot Grading Certificate information | Each         | \$130.50  |
| Drawing - printed  | Each         | \$19.38<br>plus HST   |
| Municipal Addressing Blades  | Per location | \$97.35<br>plus HST   |
| Detailed traffic count – existing location                                     | Per location | \$194.69<br>plus HST  |
| Detailed traffic count – new location  | Per location | \$720.18<br>plus HST  |
| Traffic sign/post  | Each         | Cost of materials and labour through delegated authority of the Operations Manager or Public Works - plus HST |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule O**

#### **Parking**

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## Schedule O: Parking

### On Street Parking

#### Meters and Pay and Display

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                              | Unit          | Fee    |
|--|---------------|--------|
| Schedule A-1: Zone 1                         | Hourly        | \$2.50 |
| Schedule A-1: Zone 2                         | Hourly        | \$2.00 |
| Schedule A-1: Zone 3                         | Hourly        | \$2.00 |
| Schedule A-1: Zone 4                         | Hourly        | \$2.00 |
| Schedule A-1: Zone 5                         | Hourly        | \$2.50 |
| Schedule A-1: Zone 6                         | Hourly        | \$1.00 |
| Schedule A-1: Zone 6                         | Daily maximum | \$5.00 |
| Schedule A-1: Zone 7                         | Hourly        | \$2.50 |
| Schedule A-1: Zone 8                         | Hourly        | \$2.00 |
| Schedule A-1: Zone 9                         | Hourly        | \$2.50 |
| Schedule A-1: Zone 10                        | Hourly        | \$2.50 |
| Schedule A-1: Zone 11                        | Hourly        | \$2.50 |
| Schedule A-2: Accessible Parking Meter Zones | Hourly        | \$1.00 |
| Schedule A-3: Tour Bus Parking Meter Zones   | Hourly        | \$2.00 |

**Commuter On-Street Permits**

For zone information, reference City of Kingston By-Law Number 2010-128, “A By-Law to Regulate Parking”.

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description        | Unit    | Fee      |
|------------------------|---------|----------|
| Area A - all zones     | Monthly | \$130.50 |
| Area B - zones 1 and 2 | Monthly | \$109.25 |
| Area B - zone 3        | Monthly | \$130.50 |
| Area B - zones 4 and 6 | Monthly | \$130.50 |
| Area C - all zones     | Monthly | \$109.25 |
| Area F - all zones     | Monthly | \$109.25 |

**Residential On-Street Permits**

Valid for on-street residential parking permit areas only.

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                             | Unit        | Fee      |
|---|-------------|----------|
| Residential contractor                      | Two weeks   | \$30.25  |
| Residential contractor                      | Monthly     | \$59.25  |
| Residential contractor                      | Four months | \$201.00 |
| Residential contractor                      | Annually    | \$576.75 |
| Residential on-street parking               | Monthly     | \$25.00  |
| Residential on-street parking - no driveway | Monthly     | \$12.00  |
| Residential on-street parking - accessible  | Monthly     | \$12.00  |
| Residential visitor                         | Weekly      | \$15.50  |

## Parking Lots

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description   | Unit      | Fee     |
|---|-----------|---------|
| Angrove Lot   | Hourly    | \$2.00  |
| Armstrong Memorial Lot  | Hourly    | \$2.00  |
| Barrack Lot   | Hourly    | \$2.00  |
| Crawford Wharf Lot  | Flat Rate | \$12.25 |
| Frontenac Lot   | Hourly    | \$2.00  |
| Frontenac County Court House Lot  | Hourly    | \$2.50  |
| Gorsline Lot  | Hourly    | \$2.00  |
| Kingston Frontenac Public Library Lot                                   | Hourly    | \$2.00  |
| Lower Robert Bruce Memorial Lot   | Hourly    | \$2.00  |
| McKee Memorial Lot  | Hourly    | \$2.00  |
| Pump House Lot (Steam Museum)   | Hourly    | \$2.00  |
| Richardson Beach Lot<br>(Macdonald/Memorial Park)                       | Hourly    | \$2.50  |
| Richardson Beach South Lot<br>(Macdonald/Memorial Park)                 | Hourly    | \$2.50  |
| Springer Memorial Lot   | Hourly    | \$2.00  |
| Upper Robert Bruce Memorial Lot   | Hourly    | \$2.00  |
| Waterfront Lot - Kingston General Hospital<br>(Macdonald/Memorial Park) | Hourly    | \$2.50  |

## Parking Lots - Other Rates

### Ontario/Brock Lot

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                                 | Unit          | Fee     |
|---|---------------|---------|
| Monday to Saturday between 07:00 to 16:59 hours | Half hour     | \$1.75  |
| Monday to Saturday between 07:00 to 16:59 hours | Daily maximum | \$17.50 |
| Monday to Saturday between 17:00 to 06:59 hours | Flat rate     | \$6.25  |
| Sunday 07:00 hours to Monday 06:59 hours        | Flat rate     | \$6.25  |

### Rideaucrest Lot

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                                 | Unit      | Fee     |
|---|-----------|---------|
| Monday to Friday between 08:00 to 14:59 hours   | Hourly    | \$2.00  |
| Monday to Thursday between 15:00 to 07:59 hours | Flat rate | \$4.00  |
| Friday 15:00 hours to Monday 07:59 hours        | Flat rate | \$4.00  |
| Family permit                                   | Monthly   | \$50.75 |

### Chown Memorial Garage

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                                 | Unit      | Fee     |
|---|-----------|---------|
| Monday to Saturday between 06:00 to 17:59 hours | Hourly    | \$2.00  |
| Monday to Saturday between 18:00 to 05:59 hours | Flat rate | \$4.00  |
| Sunday 06:00 hours to Monday 05:59 hours        | Flat rate | \$4.00  |
| Lost ticket charge                              | Flat rate | \$22.50 |

### Hanson Memorial Garage

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                                 | Unit      | Fee     |
|---|-----------|---------|
| Monday to Saturday between 06:00 to 17:59 hours | Hourly    | \$2.00  |
| Monday to Saturday between 18:00 to 05:59 hours | Flat rate | \$4.00  |
| Sunday 06:00 hours to Monday 05:59 hours        | Flat rate | \$4.00  |
| Lost ticket charge                              | Flat rate | \$22.50 |

## Parking Lot Permits

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                     | Unit    | Fee      |
|-------------------------------------|---------|----------|
| Anglin Lot                          | Monthly | \$109.25 |
| Armstrong Memorial Lot              | Monthly | \$109.25 |
| Barrack Lot                         | Monthly | \$109.25 |
| Byron Lot                           | Monthly | \$109.25 |
| Chown Memorial Garage               | Monthly | \$163.25 |
| Doug Fluhrer Lot                    | Monthly | \$97.00  |
| Kingston Market Square Hotel Garage | Monthly | \$163.25 |
| Frontenac Lot                       | Monthly | \$109.25 |
| Frontenac County Court House Lot    | Monthly | \$130.50 |
| Gorsline Lot                        | Monthly | \$109.25 |
| Hanson Memorial Garage              | Monthly | \$163.25 |
| McKee Memorial Lot                  | Monthly | \$109.25 |
| Ordnance Lot                        | Monthly | \$109.25 |
| Pump House Lot (Steam Museum)       | Monthly | \$109.25 |
| Rideaucrest Lot                     | Monthly | \$109.25 |
| Springer Memorial Lot               | Monthly | \$130.50 |

## Parking Lot Event Rates

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description                 | Unit      | Fee    |
|---------------------------------|-----------|--------|
| Anglin Lot                      | Flat rate | \$6.00 |
| Angrove Lot                     | Flat rate | \$6.00 |
| Barrack Lot                     | Flat rate | \$7.00 |
| Frontenac Lot                   | Flat rate | \$7.00 |
| Lower Robert Bruce Memorial Lot | Flat rate | \$5.00 |
| Springer Memorial Lot           | Flat rate | \$5.00 |
| Upper Robert Bruce Memorial Lot | Flat rate | \$5.00 |

## Parking Space Rental

**Application:** Fee includes HST, based on 1.5 hours staff time. Additional time charged at hourly rate listed below.

Fees listed in the table below are inclusive of applicable taxes.

| Fee Description   | Unit                                    | Fee   |
|---|---|---|
| Application   | Hourly                                  | \$87.50   |
| Staff rate  | Hourly                                  | \$58.75   |
| Set up  | Hourly                                  | \$53.75   |
| Contractors, movers, producers - construction projects, moving of furniture or goods, filming, or other legitimate projects | Hourly                                  | 25%, 50% or 100% rounding up on the daily meter rate in the area, per space, based on occupancy in the area |
| Contractors, movers, producers - construction projects, moving of furniture or goods, filming, or other legitimate projects | Deposit per sign, meter hood, barricade | \$73.65   |
| Contractors, movers, producers - construction projects, moving of furniture or goods, filming, or other legitimate projects | Deposit per pylon                       | \$37.65   |
| Churches - weddings and funerals - 6 spaces - from one hour prior to service to end of service                              | Annually                                | \$151.50  |
| Funeral homes - funerals - 6 spaces - from one hour prior to service to end of service                                      | Annually                                | \$151.50  |

## Electrical Vehicle Charging Stations

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                   | Unit   | Fee     |
|-----------------------------------|--------|---------|
| Level 2 charging station (240VAC) | Hourly | \$1.90  |
| Level 2 charging station (208VAC) | Hourly | \$1.65  |
| Level 3 charging station          | Hourly | \$21.35 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule P**

### **Solid Waste**

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## Schedule P: Solid Waste

### Garbage

Fees in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit | Fee    |
|---|------|--------|
| Garbage bag tags  | Each | \$4.00 |
| MFAP Garbage Bag Tag<br>(When purchased at a City of Kingston Facility) | Each | \$2.00 |

### Garbage and Organics Carts

Service fee is waived where switch in cart size is requested within three months after (1) initial receipt of a 120 L cart, or (2) the date the subject property is purchased by the requesting party.

Fees in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                                    | Unit      | Fee      |
|--|-----------|----------|
| Switching Automated Cart Size - Service Fee        | Each      | \$120.00 |
| Replacement cost 120 L Garbage Auto Cart with Lock | Each      | \$65.00  |
| Replacement cost 120 L Garbage Auto Cart           | Each      | \$35.00  |
| Replacement cost 120 L Organics Auto Cart          | Each      | \$68.00  |
| Replacement cost 240 L Garbage Auto Cart           | Each      | \$60.00  |
| Replacement cost 360 L Garbage Auto Cart           | Each      | \$65.00  |
| Annual Upsizing of Auto Cart from 120L to 240L     | Each/Year | \$196.00 |
| Annual Upsizing of Auto Cart from 240L to 360L     | Each/Year | \$196.00 |

## Source Separated Organics and Composting

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description    | Unit | Fee    |
|--------------------|------|--------|
| Kitchen containers | Each | \$5.00 |

## Industrial, Commercial, and Institutional Users of Municipal and Contracted Compost Sites

Fee is waived if the hauler has a letter confirming the source is a residential City property.

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description  | Unit            | Fee     |
|--|-----------------|---------|
| Compostable yard waste and brush<br>– Passenger vehicle            | Size of vehicle | \$10.00 |
| Compostable yard waste and brush<br>– Pick-up truck                | Size of vehicle | \$15.00 |
| Compostable yard waste and brush<br>– Commercial Van/Truck/Trailer | Size of vehicle | \$20.00 |
| Compostable yard waste and brush<br>– Commercial Van/Truck/Trailer | Over 1 tonne    | \$50.00 |

## Hazardous Waste from Residents of Neighbouring Municipalities without a Service Agreement

Fee charged to municipality. Residents must have a letter from their municipality acknowledging that they will pay the City of Kingston fee.

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description           | Unit                               | Fee     |
|---------------------------|------------------------------------|---------|
| Handling and disposal fee | Maximum<br>100 kilograms or litres | \$44.25 |

## Small Quantity Industrial, Commercial & Institutional Hazardous Waste that is exempt from Registration (Maximum of 100 kilograms or litres in total per month)

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description | Unit         | Fee     |
|-----------------|--------------|---------|
| Handling fee    | Per delivery | \$39.12 |

## Disposal Fees

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit                                 | Fee    |
|---|--------------------------------------|--------|
| Fertilizer  | Litre or kilogram container capacity | \$1.64 |
| Aerosol containers - including empty but pressurized        | Each                                 | \$0.53 |
| Fire extinguishers  | Each                                 | \$5.27 |
| Liquid industrial waste - fire fighting foam                | Litre or kilogram container capacity | \$2.61 |
| Fluorescent lamps - maximum 100 linear feet                 | Linear foot                          | \$0.31 |
| Compact fluorescent lamps                                   | Each                                 | \$1.42 |
| High pressure sodium, mercury vapour, metal halide          | Each                                 | \$1.95 |
| Inorganic acids - hydrochloric, sulphuric, phosphoric, etc. | Litre container capacity             | \$1.86 |
| Inorganic bases - ammonia, carbonates, hydroxides, etc.     | Litre or kilogram container capacity | \$1.86 |
| Inorganic oxidizers - fertilizer, peroxide, nitrates, etc.  | Litre or kilogram container capacity | \$2.96 |
| Mercury - thermometers, thermostats, switches, etc.         | Each                                 | \$1.68 |

| Fee Description   | Unit                                 | Fee    |
|---|--------------------------------------|--------|
| Oil   | Litre                                | \$0.04 |
| Miscellaneous organics greater than 4 litres - solvents/non-solvents and adhesives, glue, turpentine, naphtha, etc. | Litre or kilogram container capacity | \$0.53 |
| Miscellaneous organics less than 4 litres - solvents/non-solvents and adhesives, glue, turpentine, naphtha, etc.    | Litre or kilogram container capacity | \$1.95 |
| Pesticides - herbicides, insecticides, fungicides, etc.   | Litre or kilogram container capacity | \$2.70 |
| Petroleum distillates/light fuels - gasoline, kerosene, etc.  | Litre                                | \$0.71 |

### Disposal Fees for Other Materials

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                             | Unit                        | Fee                         |
|---|-----------------------------|-----------------------------|
| Propane tank                                | Up to 40 pounds             | \$39.12 - handling fee only |
| Pressurized cylinder - helium, oxygen, etc. | Up to 40 pounds             | \$39.12 - handling fee only |
| Dry cell batteries                          | Single use and rechargeable | \$39.12 - handling fee only |
| Paint - latex & alkyd                       | Maximum 30 litre container  | \$39.12 - handling fee only |
| Oil filters                                 | Each                        | \$39.12 - handling fee only |
| Empty automotive containers                 | Maximum 30 litre container  | \$39.12 - handling fee only |
| Antifreeze                                  | Maximum 30 litre container  | \$39.12 - handling fee only |

## Recycling – Special Events

Fees in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                        | Unit      | Fee      |
|--|-----------|----------|
| OSKAR (On Site Kingston Area Recycler) | Per event | \$500.00 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule Q**

#### **Transit**

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## Schedule Q: Transit

### Definitions:

The following categories apply to Kingston Transit Fares:

- **Child:** ages 14 and under ride for free
- **Youth:** ages 15 - 24
- **Adult:** ages 25 - 64
- **Senior:** ages 65+

### Single Cash Fares

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description         | Unit             | Fee    |
|-------------------------|------------------|--------|
| Adult, youth and senior | Single case fare | \$3.50 |
| CNIB cardholder         | Single case fare | \$0.10 |

### Multi-Ride Cards

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit        | Fee     |
|------------------|-------------|---------|
| Adult            | 6 ride card | \$17.15 |
| Youth and senior | 6 ride card | \$14.00 |

## Passes

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit   | Fee      |
|--|--|----------|
| Adult  | Week - 7 consecutive days                                | \$30.50  |
| Commuter   | Month  | \$71.50  |
| Adult  | Month  | \$83.00  |
| Youth and senior   | Month  | \$61.75  |
| Adult – Municipal Fee Assistance Program (MFAP) eligible<br>Affordable Transit Pass            | Calendar month   | \$20.00  |
| Youth and senior – Municipal Fee Assistance Program (MFAP) eligible<br>Affordable Transit Pass | Calendar month   | \$14.88  |
| Adult, youth and senior  | Day  | \$10.00  |
| Adult, youth and senior  | Conference and Event Pass - up to five days per attendee | \$15.00  |
| CNIB cardholder  | Annual   | \$25.00  |
| Post Secondary - Semester  | Semester (Fall, Winter, Spring/Summer)                   | \$220.00 |
| Field Trip   | Annual   | \$40.00  |
| Newcomer   | 30 days consecutive days                                 | \$83.00  |
| Smart Cards - reloadable   | Initial and replacement                                  | \$3.00   |

### Employer Group Pass

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                    | Unit  | Fee     |
|------------------------------------|-------|---------|
| Employer Group Pass - per employee | Month | \$61.75 |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule R**

#### **Building Permits**

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## Schedule R: Building Permits

### Requirements for Determining Permit Fees:

- Gross floor area of the proposed work is to be measured to the outer face of exterior walls (excluding residential attached garages) and to the centre line of party walls, firewalls, or demising walls.
- In the case of interior finishes, alterations or renovations, area of proposed work is the actual space receiving the work, e.g., tenant suite.
- Mechanical penthouses and floors, mezzanines, lofts, habitable attics, and interior balconies are to be included in all floor area calculations.
- Except for interconnected floor spaces, no deductions are made for openings within the floor area (e.g., stairs, elevators, escalators, shafts, ducts, etc.).
- Unfinished basements for single detached dwellings, semi-detached dwellings and townhouses are not included in the floor area.
- Where there is no floor or walls, the gross floor area shall be the greatest horizontal area of the structure (birds eye view).
- Where demolition of partitions or alterations to existing ceilings are part of an alteration or renovation permit, no additional charge is applicable.
- Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major occupancy for the floor area on which they are located.
- The occupancy categories in this schedule correspond with the major occupancy classifications in the Ontario Building Code. For multiple occupancy floor areas, the permit fees for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.
- The minimum fee for all permits is \$152.00, when applicable.

**Minimum Fee for All Permits**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit | Fee      |
|-----------------------------|------|----------|
| Minimum Fee for All Permits | Each | \$152.00 |

**Group A: Assembly Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit         | Fee     |
|-----------------------------|--------------|---------|
| Shell permit                | Meter square | \$26.00 |
| New and additions           | Meter square | \$33.55 |
| Alterations and renovations | Meter square | \$7.30  |

**Group B: Institutional Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit         | Fee     |
|-----------------------------|--------------|---------|
| Shell permit                | Meter square | \$26.30 |
| New and additions           | Meter square | \$33.55 |
| Alterations and renovations | Meter square | \$7.30  |

**Group C: Residential Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit         | Fee      |
|--|--------------|----------|
| New and additions - single detached, semi-detached and row house | Meter square | \$14.95  |
| New and additions - multi-unit buildings, motels, hotels         | Meter square | \$17.55  |
| Alterations and renovations                                      | Meter square | \$4.80   |
| Secondary suites - single-detached, semi-detached and row house  | Meter square | \$4.80   |
| Swimming pool enclosure  | Each         | \$252.05 |
| Accessory structure - garage, carport, shed                      | Each         | \$252.05 |
| Solar panel - any area   | Each         | \$339.55 |

**Group D: Business and Personal Services Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit         | Fee     |
|-----------------------------|--------------|---------|
| Shell permit                | Meter square | \$16.15 |
| New and additions           | Meter square | \$23.40 |
| Alterations and renovations | Meter square | \$7.30  |

**Group E: Mercantile Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit         | Fee     |
|-----------------------------|--------------|---------|
| Shell permit                | Meter square | \$12.60 |
| New and additions           | Meter square | \$19.90 |
| Alterations and renovations | Meter square | \$7.30  |

**Group F: Industrial and Agricultural Buildings**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit         | Fee     |
|-----------------------------|--------------|---------|
| Shell permit                | Meter square | \$8.25  |
| New and additions           | Meter square | \$15.55 |
| Alterations and renovations | Meter square | \$7.30  |

**Other Permit Classes**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                | Unit         | Fee      |
|--------------------------------|--------------|----------|
| Decks/patios                   | Each         | \$252.05 |
| Solar panels - non-residential | Application  | \$678.85 |
| Temporary structures           | Application  | \$252.05 |
| Demolitions                    | Meter square | \$1.20   |
| Wood burning appliances        | Each         | \$252.05 |
| Designated structures          | Each         | \$481.35 |
| Signs                          | Application  | \$252.05 |

**Mechanical and Fire Protection Systems**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

**Independent of Building Permit**

| Fee Description   | Unit        | Fee      |
|---|-------------|----------|
| HVAC Permit - residential and non-residential   | Suite       | \$252.05 |
| New and alterations to sprinkler system, standpipe system, or fire suppression system | Each        | \$642.20 |
| Commercial kitchen exhaust system, spray booth, dust collector                        | Each        | \$456.00 |
| New and alterations to fire alarm system  | System      | \$252.05 |
| Electromagnetic locks, hold open devices, emergency lighting                          | Application | \$252.05 |

## Plumbing Permits

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

### Independent of Building Permit

| Fee Description                       | Unit        | Fee      |
|---------------------------------------|-------------|----------|
| New and alterations - residential     | Fixture     | \$12.65  |
| New and alterations - non-residential | Fixture     | \$15.20  |
| Backflow prevention devices           | Application | \$152.00 |
| Sewer lateral                         | Each        | \$252.05 |
| Back water valve                      | Each        | \$152.00 |

## Sewage System Permits

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit        | Fee        |
|---|-------------|------------|
| Class 2 (greywater pit) sewage systems and Class 3 (cesspool) sewage system | System      | \$950.00   |
| Class 4 (leaching bed) sewage systems – 4,500 litres per day or less        | System      | \$950.00   |
| Class 4A (leaching bed) sewage systems - greater than 4,500 litres per day  | System      | \$1,050.00 |
| Class 5 (holding tank) sewage systems – 4,500 litres per day or less        | System      | \$950.00   |
| Class 5A (holding tank) sewage systems - greater than 4,500 litres per day  | System      | \$1,050.00 |
| Additional inspections and changes of installers                            | Each        | \$250.00   |
| Septic tank installation only   | Each        | \$750.00   |
| Performance review for renovation or building addition                      | Each        | \$500.00   |
| Performance review for adding a pool, shed or garage                        | Each        | \$250.00   |
| Minor Variance or Zoning By-law Amendment                                   | Each        | \$450.00   |
| Minor Variance or Zoning By-law Amendment with performance review           | Each        | \$700.00   |
| Subdivision or Condominium Application                                      | Lot         | \$500.00   |
| Severance or Lot Addition Application                                       | Lot         | \$500.00   |
| Certificate of Approval renewal   | Certificate | \$150.00   |

## Administrative Fees

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit             | Fee                        |
|--|------------------|----------------------------|
| File search  | File             | \$168.80                   |
| Conditional permit - minimum fee - \$300.00                    | Permit           | 10% of required permit fee |
| Pre-inspection prior to permit issuance or re-inspection       | Inspection/Suite | \$63.40                    |
| Expedited plan review  | Hourly           | \$116.80                   |
| Fence and Sign By-law Appeal                                   | Each             | \$337.65                   |
| Alternative solution proposal - minimum fee - \$2,000.00       | Hourly           | \$318.25                   |
| Preliminary project review and revisions to an issued permit   | Hourly           | \$116.80                   |
| Limiting Distance Agreement                                    | Each             | \$380.05                   |
| Change of Use Permit - no construction                         | Each             | \$380.05                   |
| Construction prior to permit issuance - minimum fee - \$200.00 | Each             | 40% of required permit fee |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule S**

#### **Licensing and By-Law Enforcement**

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## Schedule S: Licensing and By-Law Enforcement

### Animal Registration

First time registration fee is waived for dogs and cats that are:

- under 6 months of age.
- over 6 months of age but are spayed/neutered.

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

#### Dogs – with microchip

| Fee Description                       | Unit | Fee     |
|---------------------------------------|------|---------|
| Intact                                | Each | \$50.00 |
| Spayed/neutered - first 2 dogs        | Each | \$30.00 |
| Spayed/neutered - each additional dog | Each | \$10.00 |

#### Dogs – without microchip

| Fee Description                       | Unit | Fee     |
|---------------------------------------|------|---------|
| Intact                                | Each | \$60.00 |
| Spayed/neutered - first 2 dogs        | Each | \$40.00 |
| Spayed/neutered - each additional dog | Each | \$15.00 |

#### Cats – with microchip

| Fee Description                       | Unit | Fee     |
|---------------------------------------|------|---------|
| Intact                                | Each | \$20.00 |
| Spayed/neutered - first 2 cats        | Each | \$13.00 |
| Spayed/neutered - each additional cat | Each | \$4.00  |

**Cats - without microchip**

| Fee Description                       | Unit | Fee     |
|---------------------------------------|------|---------|
| Intact                                | Each | \$30.00 |
| Spayed/neutered - first 2 cats        | Each | \$15.00 |
| Spayed/neutered - each additional cat | Each | \$5.00  |

**Other Animal Related Fees**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit       | Fee      |
|--|------------|----------|
| Administrative fee for not obtaining a tag   | Occurrence | \$145.65 |
| Administrative fee for appeal  | Occurrence | \$337.65 |
| <a href="#">By-Law Number 2021-166</a> , Animal Control By-Law, and/or <a href="#">Dog Owners' Liability Act</a> - fee for convicted owner | Occurrence | 50%      |
| Hen coop registration  | Each       | \$31.00  |
| Kennel registration  | Each       | \$340.00 |
| Recovery of animal from animal shelter   | Each       | \$102.05 |
| Tag replacement  | Each       | \$7.40   |

**Noise Exemption**

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description  | Unit | Fee      |
|--|------|----------|
| Application for noise exemption (Delegated Authority)    | Each | \$106.10 |
| Re-application for noise exemption (Delegated Authority) | Each | \$63.65  |
| Application for noise exemption (Council Authority)      | Each | \$369.00 |
| Re-application for noise exemption (Council Authority)   | Each | \$231.65 |

## Business Licenses

Fees listed in the table below are HST (Harmonized Sales Tax) exempt unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Fee Description  | Unit               | Fee        |
|--|--------------------|------------|
| Adult entertainer  | Each               | \$178.00   |
| Amusement establishment - Arcade   | Each               | \$178.00   |
| Amusement establishment - Billiards  | 5 or more tables   | \$135.00   |
| Amusement establishment - Cinema   | Each               | \$354.00   |
| Adult goods establishment  | Each               | \$524.00   |
| Adult services establishment   | Each               | \$1,747.00 |
| Auctioneer   | Each               | \$178.00   |
| Boarding, Lodging or Rooming House   | Each               | \$177.00   |
| Esthetician Services Establishment   | Each               | \$135.00   |
| Food premises - Commercial kitchens  | Each               | \$360.00   |
| Food Premises – Meat and/or Fish sales   | Each               | \$178.00   |
| Food premises - medium risk  | 0 - 99 seats       | \$267.00   |
| Food premises – medium risk  | 100 seats and over | \$360.00   |
| Food Vendor Class A<br>Motorized Refreshment Vehicle - Food prepared and cooked on or off-site | Each               | \$401.00   |

| Fee Description  | Unit                   | Fee        |
|--|------------------------|------------|
| Food Vendor Class B<br>Non-Motorized Refreshment Vehicle - Food prepared and cooked on-site      | Each                   | \$181.00   |
| Food Vendor Class C<br>Non-Motorized Refreshment Vehicle - Food prepared and cooked off-site     | Each                   | \$92.00    |
| Food Vendor Class D<br>Non-Motorized Refreshment Vehicle - Class A/B operating less than 1 month | Each                   | \$208.00   |
| Gas station  | Station                | \$135.00   |
| Group home registration  | Each                   | \$178.00   |
| Motor vehicle repair establishment   | Each                   | \$135.00   |
| Pawnbroking establishment  | Each                   | \$177.00   |
| Pay day loans establishment  | Initial                | \$177.00   |
| Pay day loans establishment  | Annual renewal         | \$177.00   |
| Pet sales establishment  | Each                   | \$177.00   |
| Scrap Metal Dealer Establishment   | Each                   | \$360.00   |
| Short-term Rental Brokerage – Tier 1   | Less than 100 listings | \$500.00   |
| Short-term Rental Brokerage – Tier 2   | 101 plus listings      | \$1,500.00 |
| Short-term rental operator's license   | Each                   | \$203.00   |
| Transient Trader - Hawker & peddler  | Each                   | \$135.00   |
| Transient Trader - Specific day sales A1: Hobby Group or Club (one to five days)                 | Each event             | \$69.00    |

| Fee Description   | Unit                     | Fee                     |
|---|--------------------------|-------------------------|
| Transient Trader - Specific day sales A2<br>(one to five days)  | Vendor                   | \$278.00                |
| Transient Trader - Specific day sales B1<br>(6 days to 6 months)  | First month              | \$378.00                |
| Transient Trader - Specific day sales B1<br>(6 days to 6 months)  | Each additional<br>month | \$46.00                 |
| Specific location sale: Class 1 Market Square   | Daily                    | \$54.00                 |
| Specific location sale: Class 2 (Formerly: Class 3)<br>2 Locations: Schedule S-3 of <a href="#">By-Law 2006-213</a> | Annually                 | \$8,400.00<br>plus HST  |
| Street performer  | Each                     | \$46.00                 |
| Tobacco retail establishment  | Each                     | \$349.00                |
| Tobacco & Vapour product retail establishment<br>(Combined)   | Each                     | \$524.00                |
| Transportation Network Company license  | 1 to 50 vehicles         | \$1,125.00<br>plus HST  |
| Transportation Network Company license  | 51 to 100<br>vehicles    | \$5,625.00<br>plus HST  |
| Transportation Network Company license  | 101 or more<br>vehicles  | \$11,250.00<br>plus HST |
| Transportation Network Company trip fee   | Each                     | \$0.28                  |
| Vapour product retail establishment   | Each                     | \$349.00                |

### Sign Permits

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description             | Unit     | Fee     |
|-----------------------------|----------|---------|
| Portable sign               | Monthly  | \$81.00 |
| "A" Frame or sandwich board | Annually | \$98.00 |
| Boulevard sign              | Weekly   | \$63.00 |

### Plumbing Contractors & Masters

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description                | Unit | Fee      |
|--------------------------------|------|----------|
| Plumber services establishment | Each | \$344.00 |

### Refreshment Vehicles in Parks

All fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit      | Fee        |
|--|-----------|------------|
| Class A/B - approved parks                     | 1 month   | \$455.75   |
| Class A/B - approved parks                     | 12 months | \$4,373.45 |
| Class C/D - Confederation Basin                | 12 months | \$4,373.45 |
| Class C/D - other approved parks               | 1 month   | \$226.55   |
| Class C/D - other approved parks               | 12 months | \$2,179.65 |
| Class E - approved parks                       | Daily     | \$152.21   |
| Non-vehicle - self-contained food and beverage | Each      | \$5,466.37 |

### Administrative Monetary Penalties

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description          | Unit | Fee      |
|--------------------------|------|----------|
| Hearing officer appeal   | Each | \$212.20 |
| Screening officer appeal | Each | \$53.05  |

### Attendance at Nuisance Party

Fees are per officer, per hour (or part thereof).

Fees listed in the table below are HST (Harmonized Sales Tax) exempt.

| Fee Description         | Unit           | Fee      |
|-------------------------|----------------|----------|
| Kingston Fire & Rescue  | Officer/Hourly | \$101.30 |
| Kingston Police         | Officer/Hourly | \$101.30 |
| City of Kingston By-Law | Officer/Hourly | \$101.30 |

## Administrative Fees

Fees listed in the table below are HST (Harmonized Sales Tax) exempt unless “plus HST” is indicated. Applicable taxes will be added at time of purchase.

| Fee Description  | Unit   | Fee                   |
|--|--------|-----------------------|
| Failure to obtain a portable sign or sandwich board sign permit - administrative fee   | Each   | \$155.00              |
| Property standards/yards re-inspection - after first inspection to confirm compliance of any order   | Each   | \$150.00              |
| Written request for by-law and/or work order and/or compliance letter  | Each   | \$130.50              |
| Photocopies or printing of documents including Freedom of Information, per side, plus search fees  | Each   | \$0.31 plus HST       |
| Photocopies or printing of documents - colour  | Each   | \$1.37 plus HST       |
| Property Standards Application for Appeals   | Each   | \$337.65              |
| Property Standards/Yards - Charges for administration of remedial work and repairs   | Each   | \$150.00              |
| Property Standards/Yards - Charges for administration of remedial work and repairs – surcharge if cost greater than administrative fee above | Each   | 15% of remedial costs |
| Administrative Penalty Fee - screening no-show   | Each   | \$59.75               |
| Administrative Penalty Fee - hearing appeal no-show  | Each   | \$119.50              |
| Administrative Penalty Fee - delinquent payment of fine  | Each   | \$29.80               |
| Business Licenses Late Payment Fee   | Each   | \$75.00               |
| Order of Remedy  | Each   | \$154.50              |
| Short-term Rental License By-Law Appeal  | Each   | \$337.65              |
| Non-Violent Intervention Training  | Hourly | \$90.00               |

# **City of Kingston By-Law Number 2026-X**

## **Fees and Charges, 2026**

### **Schedule T**

#### **Fire**

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## Schedule T: Fire and Rescue

### Definition

“**MTO Fire Response Highway Dependent Rate**” means the rates issued in the fourth quarter of each year by the Ministry of Transportation (MTO) for use by municipal fire services which rate shall be posted by December 31<sup>st</sup> of each year to be applied in the following calendar year.

### Reports and Records

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless “HST exempt” is indicated. Applicable taxes will be added at time of purchase.

| Fee Description   | Unit   | Fee                    |
|---|--------|------------------------|
| Request for fire report and/or investigation report (per address) | Report | \$212.57               |
| Clearance letter  | Letter | \$212.55<br>HST exempt |
| File search (per address)   | File   | \$212.55<br>HST exempt |
| Request for letters or reports within 48 hours                    | Letter | \$318.83<br>HST exempt |
| Fire Safety Plan review of revisions                              | Each   | \$212.55               |
| Copy of photograph - print or digital - \$20.00 minimum           | Copy   | \$3.41                 |

## Compliance Inspections

Fees apply only to requested inspections and are non-refundable.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description  | Unit       | Fee      |
|--|------------|----------|
| Vulnerable occupancy compliance drill retest               | Each       | \$212.56 |
| Fire Code - second re-inspection and subsequent inspection | Inspection | \$212.56 |

## Paid Inspection – Commercial (Group A, D & E Occupancy)

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                     | Unit       | Fee      |
|---|------------|----------|
| Inspect base building                               | Inspection | \$297.57 |
| Inspect each occupancy in addition to base building | Each       | \$14.46  |

## Paid Inspection – Industrial (Group F Occupancy)

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit       | Fee      |
|---|------------|----------|
| Inspect base building                                     | Inspection | \$446.35 |
| Inspect each tenant/occupant in addition to base building | Each       | \$14.46  |

**Paid Inspection – Residential (Group C)**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description   | Unit       | Fee      |
|---|------------|----------|
| Daycare, Group Home, Single Family resident, PLASP, one to two floors | Inspection | \$212.56 |

**Multi-Tenant Low Rise – three to six floors**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                         | Unit       | Fee      |
|---|------------|----------|
| Inspect base building                   | Inspection | \$595.14 |
| Inspect each tenant/occupancy/apartment | Each       | \$14.46  |

**Multi-Tenant High Rise – over six floors:**

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                         | Unit       | Fee        |
|---|------------|------------|
| Inspect base building                   | Inspection | \$1,190.29 |
| Inspect each tenant/occupancy/apartment | Each       | \$14.46    |

### Special Request Inspection Services

Fees listed in the table below do not include applicable taxes and are HST (Harmonized Sales Tax) exempt.

| Fee Description   | Unit   | Fee      |
|---|--------|----------|
| Inspections performed outside of normal business hours - minimum three-hour fee | Hourly | \$127.53 |

### False Alarms

False alarm fees will be invoiced as per the City of Kingston False Alarm By-Law.

Fees in the table below are HST exempt.

| Fee Description                     | Unit      | Fee  |
|-------------------------------------|-----------|--|
| First offence in fiscal year        | Property  | \$0.00   |
| Second offence in fiscal year       | Property  | Half of MTO Fire Response Highway Dependent Rate |
| Third offence in fiscal year        | Property  | MTO Fire Response Highway Dependent Rate         |
| Additional offences in fiscal year  | Property  | MTO Fire Response Highway Dependent Rate         |
| Standby fee                         | Half hour | \$224.05   |
| Non-notification of fire alarm work | Property  | \$273.20   |

### Hazardous Material

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax) unless “HST exempt” is indicated. Applicable taxes will be added at time of purchase.

| Fee Description                 | Unit | Fee              |
|---------------------------------|------|------------------|
| Physical resources and supplies | Each | Replacement cost |

| Fee Description                  | Unit      | Fee   |
|----------------------------------|-----------|---|
| Hazardous material miscellaneous | Apparatus | MTO Fire Response<br>Highway Dependent Rate |

### Unauthorized Burning

Fees in the table below are HST exempt.

| Fee Description      | Unit     | Fee   |
|----------------------|----------|---|
| Unauthorized burning | Response | MTO Fire Response<br>Highway Dependent Rate |

### Non-Resident Response

Non-resident response fees apply to non-residents of the City of Kingston on provincially, federally, or municipally controlled lands or highways.

Fees in the table below are HST exempt.

| Fee Description            | Unit      | Fee   |
|----------------------------|-----------|---|
| First hour or part thereof | Apparatus | MTO Fire Response<br>Highway Dependent Rate |
| Each additional half hour  | Apparatus | MTO Fire Response<br>Highway Dependent Rate |

### Fire Extinguisher Training

Fees are per requested date, per location, for a group of up to a maximum of 25 people per session.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                                | Unit             | Fee      |
|--|------------------|----------|
| Monday to Friday - between 09:00 – 17:00 hours | Half day session | \$340.08 |

| Fee Description   | Unit             | Fee        |
|---|------------------|------------|
| Monday to Friday - between 09:00 – 17:00 hours                                  | Full day session | \$680.17   |
| Monday to Friday, weekends and statutory holidays - between 17:00 – 09:00 hours | Half day session | \$510.12   |
| Monday to Friday, weekends and statutory holidays - between 17:00 – 09:00 hours | Full day session | \$1,020.25 |

## Live Fire Training

Discounts to multi-day and weekly rentals may be applied at the discretion of the Fire Chief.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description          | Unit     | Fee        |
|--------------------------|----------|------------|
| Burn tower rental        | Full day | \$1,838.63 |
| Burn tower rental        | Half day | \$922.35   |
| Car and quad prop rental | Full day | \$735.44   |
| Car and quad prop rental | Half day | \$367.70   |

## Non-live Fire Training

Discounts to multi-day and weekly rentals may be applied at the discretion of the Fire Chief.

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description                        | Unit | Fee      |
|--|------|----------|
| Confined space rescue simulator rental | Each | \$428.98 |
| Structural collapse simulator rental   | Each | \$428.98 |

| Fee Description   | Unit          | Fee            |
|---|---------------|----------------|
| Trench rescue simulator rental  | Each          | \$428.98       |
| Roof top prop rental  | Each          | \$428.98       |
| Facility monitor  | Person/hourly | \$91.95        |
| Lead instructor   | Person/hourly | \$107.88       |
| Portable classroom  | Full day      | \$367.70       |
| Portable classroom  | Half day      | \$183.81       |
| Ontario Fire College course registration  | Person        | Call for quote |
| Kingston Fire and Rescue course fee - includes cost of Ontario Fire College course registration | Person        | Call for quote |

### Miscellaneous

Fees listed in the table below do not include applicable taxes and are subject to HST (Harmonized Sales Tax). Applicable taxes will be added at time of purchase.

| Fee Description  | Unit | Fee               |
|--|------|-------------------|
| Smoke and CO alarm replacement   | Each | \$42.50 plus cost |
| Incidentals and optional equipment (e.g. thermal imaging camera, portable radio, etc.) | Each | Call for quote    |
| Scene security - contracted services   | Each | Cost              |
| Building security/boarding - contracted services                                       | Each | Cost              |
| Consumables (e.g. liquid smoke, wooden pallets, etc.)                                  | Each | At market rate    |