

SCHEDULE B TO BY-LAW NO. 09-2025

ADMINISTRATIVE FEES

Item No.	COLUMN 1 Administrative Fee	COLUMN 2 Amount
1	Late Payment Fee	\$30.00
2	Screening No Show Fee	\$125.00
3	Hearing No Show Fee	\$350.00
4	Land Title Search Fee	\$30.00
5	Title Deed Fee	\$20.00
6	MTO Search Fee	\$12.00
7	Mailing Fee	Actual Cost
8	Plate Denial Enforcement Fee	\$25.00
9	NSF	\$40.00
	Note: Fees listed in Schedule “B” to this By-law will be subject to Harmonized Sales Tax (H.S.T.) where applicable.	

“**Late Payment Fee**” means a fee established by Council from time to time in respect of a Contravenor’s failure to pay an Administrative Monetary Penalty Amount within the time prescribed in this By-law.

“**MTO Search Fee**” means a fee established by Council from time to time in respect of any search of the records of, or any inquiry to, the Ontario Ministry of Transportation, or related authority, and listed in the User Fees and Charges By-law.

“**Plate Denial Enforcement Fee**” means a fee established by Council from time to time in respect of the notification of the Ontario Ministry of Transportation Registrar of Motor Vehicles for the purpose of denying renewal of a vehicle permit.

“**Screening Non-appearance Fee**” means a fee established by Council from time to time in respect of a Contravenor’s, or their authorized agent’s, failure to appear at the time and place scheduled for a Screening Review.

“**Hearing Non-appearance Fee**” means a fee established by Council from time to time in respect of a Contravenor’s, or their authorized agent’s, failure to appear at the time and place scheduled for a Hearing.

“**NSF Fee**” means a fee established by Council from time to time in respect of payment by negotiable instrument received by the Town from a Contravenor for payment of any Administrative Monetary Penalty Amount or Administrative Fee(s), for which there are insufficient funds available in the account on which the instrument was Drawn and is charged as per the User Fees and Charges By-law.