

Department: Clerk's
Key Business: Legislative Services
Service Area: Official Documents & Services

Service Provided	Unit of Measure	HST Y/N	2021 Base Fee	2022 Base Fee	2023 Proposed Base Fee	HST \$	2023 Fee (tax included)	Effective Date MMM-YY	Last Increase	2023 over 2022 \$ Change	2023 over 2022 % Change
Burial Permit	permit	N	\$55.00	\$55.00	\$60.00	N/A	\$60.00	Mar-23	2020	\$5.00	9.1%
Burial Permit After Hours	permit	N	\$85.00	\$85.00	\$95.00	N/A	\$95.00	Mar-23	2021	\$10.00	11.8%
Marriage Licence	licence	N	\$155.00	\$158.15	\$165.00	N/A	\$165.00	Mar-23	2022	\$6.85	4.3%
Commissioner of Oaths Services/Residency letters	oath	Y	\$35.40	\$35.40	\$35.40	\$4.60	\$40.00	Jan-20	2015	\$0.00	0.0%
Pension/Verification of Life (on-site, non-resident)	confirmation	Y	N/A	\$13.27	\$13.27	\$1.73	\$15.00	Jan-22	2022	\$0.00	0.0%
Offsite Pension/Verification of Life	confirmation	Y	\$35.40	\$35.40	\$35.40	\$4.60	\$40.00	Jan-20	2015	\$0.00	0.0%
Certified True Copies of Town Documents	document	N	\$15.00	\$15.00	\$15.00 for the first page per document, plus \$1.00 for each subsequent page	N/A	\$15.00 for the first page per document, plus \$1.00 for each subsequent page	Mar-23	2009	\$0.00	0.0%
Copies of By-law's (up to 8x14)	per page	N	N/A	N/A	\$1.00	N/A	\$1.00	Mar-23	N/A	New	New
Photocopy	per page	Y	\$0.44	\$0.44	\$0.44	\$0.06	\$0.50	Jan-09	2009	\$0.00	0.0%
Municipal Freedom of Information (FOI) Request	request	N	\$5.00	\$5.00	\$5.00	N/A	\$5.00	Jan-09	2009	\$0.00	0.0%
Special Occasion Permit	permit	N	\$50.00	\$50.00	\$50.00	N/A	\$50.00	Jan-20	2009	\$0.00	0.0%
Municipal Information Approval	approval	N	\$100.00	\$100.00	\$100.00	N/A	\$100.00	Jan-13	2009	\$0.00	0.0%
Document Search / Preparation	hourly	N	\$30.00	\$30.00	\$60.00	N/A	\$60.00	Mar-23	2009	\$30.00	100.0%
Purolator Shipping Rates	service	N	N/A	N/A	\$15.00	N/A	\$15.00	Mar-23	N/A	New	New
Records Retrieval	normal delivery	Y	\$48.67	\$48.67	\$48.67	\$6.33	\$55.00	Jan-18	2017	\$0.00	0.0%
Records Retrieval	rush	Y	\$68.14	\$68.14	\$68.14	\$8.86	\$77.00	Jan-18	2017	\$0.00	0.0%
Marriage Ceremony	service	Y	\$325.00	\$325.00	\$340.71	\$44.29	\$385.00	Mar-23	2013	\$15.71	4.8%
Rehearsal Time	service	Y	\$100.00	\$100.00	\$100.00	\$13.00	\$113.00	Jan-13	2013	\$0.00	0.0%

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Non-Refundable Appointment Revision Fee	service	Y	\$50.00	\$50.00	\$52.30	\$6.80	\$59.10	Mar-23	2013	\$2.30	4.6%
Gazebo	rental	Y	N/A	N/A	\$88.49	\$11.51	\$100.00	Mar-23	N/A	New	New
Marriage Facility Fee during 12-5	rental	Y	\$109.00	\$111.00	\$116.00	\$15.08	\$131.08	Mar-23	2022	\$5.00	4.5%
Marriage Facility Fee after business hours	rental	Y	\$218.00	\$222.00	\$232.00	\$30.16	\$262.16	Mar-23	2022	\$10.00	4.5%
Offsite Marriage Outside Oakville	service	Y	\$50.00	\$50.00	\$50.00	\$6.50	\$56.50	Jan-09	2009	\$0.00	0.0%
Offsite Marriage In Oakville	service	Y	\$25.00	\$25.00	\$25.00	\$3.25	\$28.25	Jan-09	2009	\$0.00	0.0%
Marriage Cancellation Fee	service	Y	\$125.00	\$125.00	\$130.75	\$17.00	\$147.75	Mar-23	2019	\$5.75	4.6%
Closed Meeting Investigation	request	N	\$125.00	\$125.00	\$125.00	N/A	\$125.00	Jan-08	2008	\$0.00	0.0%
*Nomination fee - Mayor	deposit	N	N/A	\$200.00	\$200.00	N/A	\$200.00	Jan-22	2022	\$0.00	0.0%
*Nomination fee - Councillor	deposit	N	N/A	\$100.00	\$100.00	N/A	\$100.00	Jan-22	2022	\$0.00	0.0%
*Nomination fee - School Board	deposit	N	N/A	\$100.00	\$100.00	N/A	\$100.00	Jan-22	2022	\$0.00	0.0%

**subject to changed based on the Municipal Elections Act, 1996, ONTARIO REGULATION 101/97*