

The Corporation of the City of Port Colborne

By-law No. \_\_\_\_\_

Being a By-law to Amend By-law No. 7297/119/24  
Being a by-law to establish fees and charges for various services  
(Licensing of Lodging Houses)

Whereas section 391 (1) of the *Municipal Act* S.O. 2001, c. 25, as amended authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

And whereas the Council of The Corporation of the City of Port Colborne at its meeting of November 26, 2024, passed By-law 7297/119/24 to establish fees and charges for various services; and

Whereas at its meeting of May 14, 2024, the Council of The Corporation of the City of Port Colborne approved the recommendations of Chief Administrative Office Report 2024-63, and Supplemental Report 2025-40 on February 25, 2025 Subject: Lodging House Licensing By-law; and

And whereas the Council of The Corporation of the City of Port Colborne considers it desirable to amend the of the Fees and Charges By-law 7297/119/24;

Now therefore the Council of The Corporation of the City of Port Colborne enacts as follows:

1. That By-law 7297/119/24 is amended by repealing Schedule “J” thereto and replacing it with Schedule “J” attached hereto and forming part of this by-law, and the fee contained therein is authorized, approved and effective upon passage of this by-law.
2. That the Clerk of the City is authorized to affect any minor modifications, corrections or omissions, solely of an administrative, numerical, grammatical, semantical or description nature to this by-law or its schedules after the passage of the by-law.

Enacted and passed this 25th day of February, 2025.

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Ron Bodner  
Deputy Mayor

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Charlotte Madden  
City Clerk

## Schedule J: Corporate Services and Clerks

Service	2024 Fee (plus HST as applicable)	2025 Proposed Fee (plus HST as applicable)
Tax Arrears Certificate (includes water arrears)	\$52.00	\$60.00
Drainage balance certificate (add-on to Tax Arrears Certificate)	\$26.00	\$30.00
Paper Copy - Tax Inquiry / Water Inquiry Returned	\$7.00	\$8.00
Cheque Charge	\$35.00	\$40.00
New Account Fee - Ownership Change	\$52.00	\$55.00
New Account Fee - New Roll Creation	\$52.00	\$55.00
New Account Fee - Water	\$52.00	\$55.00
Transfers to Tax for Over Due Accounts	\$52.00	\$55.00
POA Add to Tax Administration Fee	\$52.00	\$55.00
Administration Fee Accounts Sent to Collections	\$52.00	\$55.00
Marriage License	\$130.00	\$140.00
Civil Ceremony at City Hall for Port Colborne resident <sup>^</sup>	\$250.00	\$325.00
Civil Ceremony at City Hall for non-resident <sup>^</sup>	N/A	\$650.00
Civil Ceremony held at location other than City Hall* Port Colborne resident <sup>^</sup>	\$365.00	\$425.00
Civil Ceremony held at location other than City Hall* non-resident <sup>^</sup>	N/A	\$850.00
Lodging House Licensing Fee (up to 3000 Sq.Ft.)	N/A	\$1,100.00
Lodging House Licensing Fee (3001-6000 Sq.Ft.)	N/A	\$1,250.00
Lodging House Licensing Fee (6001-9000 Sq.Ft.)	N/A	\$1,400.00
Commissioner for Taking Affidavits (including HST)**	\$20.00	\$25.00
Death Registrations	\$25.00	\$30.00
Photocopying (per page)	\$0.25	\$0.30

\* \$100.00 non-refundable fee due upon initial consultation with the officiant

\*\* per oath or declaration (City business and pensions exempt)

<sup>^</sup> After hours ceremony requests, to be considered on a case by case basis and subject to additional fees