

**THE CORPORATION OF THE TOWNSHIP
OF DRUMMOND/NORTH ELMSLEY**

**BY-LAW NO. 2019-012
TARIFF OF FEES BY-LAW**

BEING a by-law to establish fees and charges for services provided by the Township of Drummond/North Elmsley.

WHEREAS Section 391(1) of the Municipal Act 2001, c. 25, S.O. 2001, as amended, authorizes a municipality by by-law to impose fees or charges for services or activities provided or done by or on behalf of the municipality and the use of the municipality's property; and

WHEREAS the Planning Act, being Chapter P.13, R.S.O.1990 as amended, provides that the Council may prescribe fees for the processing of applications made in respect to planning matters; and

WEHERAS pursuant to the Building Code Act, 1992, S.O. 1992 c. 23 as amended, Council may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section of the ORDER-IN-COUNCIL 1413/08 provides the authority for municipalities to charge fees for lottery licenses.

WHEREAS the Corporation of the Township of Drummond/North Elmsley deems it expedient to update the fees and charges to be collected by the various departments of the Township;

NOW THEREFORE the Council of the Corporation of the Township of Drummond/North Elmsley enacts as follows:

1. That Schedule "A", "B", "C", "D", "E", and "F sets out the fees and charges for the Corporation of the Township of Drummond/North Elmsley.
2. That any portion of a fee or charge that remains unpaid beyond the date fixed for payment may bear interest at the rate of 1.25% after thirty (30) days and each month thereafter until such fee or charge is paid in full.
3. That the Treasurer shall add unpaid fees and charges imposed by the municipality to the tax roll and collect them in the same manner as municipal taxes.
4. That where this by-law established a fee and charge for a fee that also exists in another by-law that predates the effective date of this by-law, the fee and charge in this by-law shall be the applicable fee and charge and the other by-law is

hereby effectively amended.

5. Schedules “A”, “B”, “C”, “D”, “E” and “F” attached hereto shall form a part of this by-law.
6. That the provisions of this by-law shall come into force and take effect on the 1st day of March, 2019.
7. That By-law **2015-025** is hereby **rescinded**.
8. That Building By-law 2017-029, Schedule “A” is hereby repealed and replaced with Schedule “F” of this By-law.
9. That Swimming Pool Fences By-law 99-018, Schedule “A” is hereby repealed and replaced with Schedule “F” of this By-law.

By-law read a first, second and third time and finally passed this **26th** day of **February, 2019**.

Steve Fournier, Reeve

Cindy Halcrow, Clerk-Administrator

Schedule to By-law "A" to By-law 2019-012

GENERAL FEES

Activity	Fees
Municipal Consultation forms regarding Renewable Energy Approval Process	\$ 2,600.00
NSF charge on cheques	\$ 35.00
Document Search Fee	\$ 30.00/ hour one hour minimum
Township Map	\$ 10.00
Memories of Home Book	\$ 25.00
Township History Book	\$ 5.00
Township pin	\$ 1.00
Photocopying	\$ 1.00
Tax Certificate	\$ 35.00
Zoning Certificate /Compliance Report	\$ 50.00
Tax Receipt Letter/ Duplicate tax receipt	\$ 15.00
Building & By-law Compliance Report	\$ 75.00
Property Maintenance Inspection Fee for complaints made to the Municipality (interior complaints)	\$ 278.25/ inspection
Property Maintenance Inspection Fee for complaints made to the Municipality (exterior complaints)	\$ 50.00
Septic Re-inspection Fee	Health Unit Fee schedule
Location/excavation of septic tank lid – If septic tank Lid is not exposed	\$ 20.00 per lid \$ 40.00
Marriage License	\$ 100.00
Marriage Ceremony Performance During office hours (50/50 Township/Officiant)	\$ 350.00
Outside of office hours (Officiant)	\$ 400.00

Schedule to By-law "A" to By-law 2019-xxx

HALL RENTALS

DRUMMOND HALL (Capacity 48)

FULL DAY		Fees
Non-Resident	Any function	\$ 75.00
Township Resident	Any function	\$ 40.00
HALF DAY - 4 ½ Hours or less		
Non-Resident	Any function	\$ 50.00
Township Resident	Any function	\$ 25.00

FERGUSON'S FALLS HALL (Capacity 85)

FULL DAY		Fees
Non-Resident	Any function	\$ 75.00
Township Resident	Any function	\$ 50.00
HALF DAY - 4 ½ Hours or less		
Non-Resident	Any function	\$ 50.00
Township Resident	Any function	\$ 25.00

Schedule to By-law "B" to By-law 2019-012

ENVIRONMENTAL SERVICES

Environmental	Fees
Bag Tag	\$ 2.00
Residential Waste Levy	\$190.00 Per Household/Year
Blue or Yellow Recycling Box Replacement (exchange for broken box)	1 Free to NEW Resident FREE
Additional Blue or Yellow Box	\$ 8.00
Refrigeration Unit (not tagged)	\$ 20.00
Dehumidifier (not tagged)	\$ 20.00
Air Conditioner (not tagged)	\$ 20.00
Refrigeration Unit (tagged)	Free
Dehumidifier (tagged)	Free
Air Conditioner (tagged)	Free
Tire(s)	No Fee
Tire with rim	No Fee
<u>Garbage – Residential</u>	
1. Load of 100 kg or less	\$ 5.00 flat rate
2. Load over 100 kg	\$ 75.00 per metric tonne
<u>Garbage - Commercial & Demolition</u>	
1. Load of 100 kg or less	\$ 5.00 flat rate
2. Load over 100 kg	\$ 25.00 per metric tonne
<u>Public Weighing</u>	
• Any Public Weighing	\$ 5.00 flat rate
<u>Top Soil Removal</u>	
• Top Soil Removal Application	\$ 800.00

Schedule to By-law "C" to By-law 2019-012

PLANNING SERVICES

1. The fee may be applied to any of the following procedures:
 - i. For applications pursuant to Section 45 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Minor Variance):
Review of application, document preparation, site inspection, report and attendance at meeting.
 - ii. For applications pursuant to Section 21 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Official Plan Amendment):
Review of application, report to Council, and giving notice of public meeting, preparation of draft amendment, public meetings, adoption, notification and submission of amendment.
 - iii. For applications pursuant to Section 34 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990 as amended (Zoning By-law Amendment):
Review of application, report to Council, giving notice of public meetings, and notification of adoption of By-law
 - iv. For application pursuant to Section 51 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Plan of Subdivision):
Review of application, document preparation, site inspection, attendance at meetings and accept a deposit on engineering, planning and legal fee incurred in reviewing the proposed plan of subdivision and any subsequent plans prior to registration of subdivision agreement.
 - v. For applications pursuant to Section 53 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Application for Consent):
Compile a list of all persons owning lands within a prescribed distance that is required to accompany an application. Providing report to Land Division committee, and coordinating the clearance of conditions.
 - vi. For applications pursuant to section 41 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990 as amended (Site Plan Control): Review of application, document preparation, site inspection, attendance at meetings and as a deposit on planning and legal fees incurred in reviewing the proposed site plan and any subsequent plans prior to registration of the site plan agreement.
2. The applicant shall enter into an agreement at the request of the Municipality wherein the applicant agrees to pay all costs with respect to the application.
3. Notwithstanding the tariff of fees prescribed herein, the Council may, by

resolution, reduce the amount of or waive the requirement for the payment of a fee in respect of the application where the Council is satisfied that it would be unreasonable to require payment in accordance with the tariff.

4. Upon completion of the processing of the application or if Council turns down an application at any point prior to completion, or if the applicant withdraws said application, a refund of the balance of the deposit remaining shall be made.
5. If the deposit is depleted through payment of applicable costs incurred in processing the application, the applicant will be required to pay at a rate determined by Council based on a review of costs for each specific application.
6. The fees prescribed herein do not include any functions relating to an Ontario Municipal Board hearing. If a hearing is required, a separate fee will be established at that time. The Municipality will only require such fee when the Municipality is a proponent of the application.

Schedule to By-law "C" to By-law 2019-012

Planning Services

Planning Services	Fees
Official Plan Copy	\$ 35.00
Zoning Bylaw Copy	\$ 35.00
Consent Proposal Review Fee	\$ 400.00
Plan of Subdivision	Deposit \$ 3,000.00 Full Cost Recovery
Official Plan Amendment	Deposit \$ 1,500.00 Full Cost Recovery
Zoning By-Law Amendment	\$ 900.00
Site Plan Agreement	\$ 600.00
Minor Variance	\$ 600.00
Zoning Compliance	\$ 50.00
Other Planning Agreements	\$ 400.00
Inspection by other departments	\$ 100.00
Planning Site Inspections not included elsewhere	\$ 100.00
Road Closure Application	Deposit \$4,000.00 Full Cost Recovery
Lifting a Holding Zone	\$ 400.00
Deeming By-law	\$ 300.00

Schedule to By-law "D" to By-law 2019-012

Roads and Public Works

Roads & Public Work Services	Fees
Road Sign	Recovery Cost of Sign & installation of sign
Entrance Permit:	
• Culvert Installation Security Deposit	\$ 900.00
• Inspection Fee	\$ 100.00
Property Identification Number (PIN) Signage	\$ 70.00
Replacement Post (PIN)	\$ 30.00
Replacement Sign (PIN)	\$ 40.00
Grader	\$ 120.00/ Hour
Tandem Plow Truck	\$ 150.00/ Hour
Single Axel Plow Truck	\$ 120.00/ Hour
Sweeper	\$ 150.00/ Hour
Culvert Installation Deposit for Road Entrance regarding major industrial and commercial development installation on a cost recovery basis.	\$ 2,200.00
Entrance Inspection for major industrial and commercial development.	\$ 300.00
Deposit required prior to issuance of entrance permit utilized by the Municipality for road maintenance and repair resulting from major Industrial and Commercial Development	\$47,500.00
Other repairs and maintenance as determined by project. Examples: traffic control, dust control, brushing, drainage control, engineering or expert costs or infrastructure upgrades	Full cost recovery

Schedule to By-law "E" to By-law 2019-012
Lottery Licenses

Lottery Type	Fees
All Lotteries	3% of prize value

Schedule to By-law "F" to By-law 2019-012 - Building Services

Building Permit Fee Schedule	
Residential Permits (Group C)	Permit Fee
New construction for residential and seasonal use. Includes plumbing, additions, renovations, accessory buildings and repair & replacement	\$14.00 per \$1000.00 for the first \$100,000.00 and \$5.00 per \$1000.00 over \$100,000.00 of Construction Value* Minimum permit fee is \$125.00
Assembly, Commercial, & Industrial (Group A,B,D,E,F)	Permit Fee
New construction, additions and renovations of Assembly, Commercial and Industrial buildings. Includes plumbing and accessory buildings	\$14.00 per \$1000.00 for the first \$100,000.00 and \$5.00 per \$1000.00 over \$100,000.00 of Construction Value Minimum permit fee \$250.00
Farm Structure **	Permit Fee
Farm structure Up to 1500 sq. ft. Includes alteration or repair of existing	\$8.00 per \$1000.00 of Construction Value
Farm Structure 1501 to 6450 sq. ft.	\$10.00 per \$1000.00 for the first \$100,000.00 and \$5.00 per \$1000.00 over \$100,000.00 of Construction Value
Farm Structure Greater than 6450sq. ft.	\$12.00 per \$1000.00 for the first \$100,000.00 and \$5.00 per \$1000.00 over \$100,000.00 of Construction Value
Miscellaneous	Permit Fee
Solid Fuel Appliance (Wood stove, fireplace, outdoor boiler)	\$125.00
Swimming Pool	\$125.00
Demolition Permit	\$125.00
Plumbing Alteration	\$125.00
Hydronic Heating	\$125.00
Rooftop Solar Projects (Residential)	\$14.00 per \$1000.00 of Construction Value Minimum permit fee \$125.00
Transfer of Permit to New Owner	\$75.00
Conditional Permit	\$125.00 and Signed Agreement
Re-activation of Permit	\$125.00 + \$100.00/Inspection
Change of Use	\$125.00 Compensating Construction \$14.00 per \$1,000.00 for the first \$100,000.00 and \$5.00 per \$1,000.00 over \$100,000.00 of Construction Value
Investigations/Construct Without Permit or Authorization	Permit Fee
Discretionary surcharge for commencing construction without a permit or authorization	\$250 minimum up to 10% of project cost

