

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

BY-LAW NO. 2025-050

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 of the *Municipal Act 2001*, c. 25, S.O. 2001, as amended, provides that a municipality may impose fees or charges on persons,

- a) for services or activities provided or done by or on behalf of;
- 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;

AND WHEREAS, Section 69 (1) of the *Planning Act, 2001* R.S.O. 1990, c P. 13, as amended provides that a municipality may establish a tariff of fees for the processing of applications made in respect to planning matters;

AND WHEREAS, Section 7(1)(c) of the *Building Code Act, 1992*, S.O. 1992 c. 23, as amended, authorizes a municipality to pass by-laws, requiring the payment of fees on applications for and on the issuance of permits and prescribing the amounts of the fees;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Township of Drummond/North Elmsley enacts as follows:

1. **THAT**, Council hereby established the fees and charges as set out in the following Schedules:

Schedule "A" – General Fees
Schedule "B" – Hall Rental Fees
Schedule "C" – Waste & Recycling Fees
Schedule "D" – Planning Fees
Schedule "E" – Roads and Public Works Fees
Schedule "F" – Building and Septic Fees

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.

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3. **THAT**, any unpaid fees and charges imposed by the municipality shall be added to the tax roll for the following property in the municipality and collected in the same manner as municipal taxes:
- in the case of fees and charges for the supply of a service or thing to a property, the property to which the service or thing was supplied;
 - in all other cases, any property for which all of the owners are responsible for paying the fees and charges.
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. **THAT**, By-law 2024-043 is hereby repealed.

By-Law read and finally passed this 9th day of December 2025.



Steve Fournier, Reeve


Janie Laidlaw, Clerk

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Schedule "A"

GENERAL FEES

Service	Fees
Municipal Consultation forms regarding Renewable Energy Approval Process	\$2,600
NSF charge on cheques	\$35
Document Search Fee	\$30/ hour one hour minimum
Township Map	\$10
Memories of Home Book	\$25
Township History Book	\$5
Township Pin	\$1
Photocopying	\$1
Tax Certificate	\$35
Tax Certificate (urgent request, required in less than 2 days)	\$70
Tax Sale Package	\$35
Zoning Certificate /Compliance Report	\$50
Zoning Certificate /Compliance Report (urgent request, required in less than 2 days)	\$100
Tax Receipt Letter/ Duplicate Tax Receipt	\$15
Building & By-law Compliance Report	\$75
Building & By-law Compliance Report (urgent request, required in less than 2 days)	\$100
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
Marriage License	\$130

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Schedule "B"

HALL RENTAL FEES
(include HST)

DRUMMOND HALL (Capacity 48)

FULL DAY		Fees
Non-Resident	Any function	\$125
Township Resident	Any function	\$100
HALF DAY - 4 ½ Hours or less		
Non-Resident	Any function	\$75
Township Resident	Any function	\$50

FERGUSON'S FALLS HALL (Capacity 150)

Licensed Events

		Fees	Deposit
FULL DAY			
Township Resident	Any function	\$500	\$250

Permitted Events

		Fees	Deposit
FULL DAY			
Township Resident*	Any function	\$150	\$75
HALF DAY - 4 ½ Hours or less			
Township Resident*	Any function	\$75	\$75

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Schedule "C"

WASTE & RECYCLING FEES

Service	Fees
Bag Tag	\$2
Residential Waste Levy (Waste Management which includes Curbside Collection)	\$210 Per Household/Year
Refrigeration Unit (not tagged)	\$20
Dehumidifier (not tagged)	\$20
Air Conditioner (not tagged)	\$20
Refrigeration Unit (tagged)	Free
Dehumidifier (tagged)	Free
Air Conditioner (tagged)	Free
Tire(s)	No Charge
Tire with rim	No Charge
Trees – over 8" Diameter	\$75 per metric tonne
Garbage – Residential	
1. Load of 100 kg or less	\$5 flat rate
2. Load over 100 kg	\$75 per metric tonne
Garbage - Commercial & Demolition	
1. Load of 100 kg or less	\$5 flat rate
2. Load over 100 kg	\$125 per metric tonne
Public Weighing	
• Any Public Weighing	\$5 flat rate
Top Soil Removal	
• Top Soil Removal Application	\$800

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Schedule "D"

PLANNING FEES

Service	Fees
Consent Proposal Review Fee	\$475 for first lot \$ 200 for each additional lot
Plan of Subdivision/Plan of Condominium	Deposit \$3,550
Official Plan Amendment	Deposit \$1,775 Full Cost Recovery
Zoning By-Law Amendment	\$1075
Site Plan Agreement	\$725
Minor Variance	\$800
Zoning Compliance	\$50
Other Planning Agreements	\$475
Inspection by other departments	\$125
Planning Site Inspections not included elsewhere	\$125
Road Closure Application	Deposit \$4,000 (without survey) Deposit \$6,000 (with survey) Full Cost Recovery
Lifting a Holding Zone	\$475
Deeming By-Law	\$300
Development Agreement	\$475
Development Agreement related to a Consent	\$200

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Schedule "E"

ROADS AND PUBLIC WORKS

Service	Fees
Road Sign	Recovery Cost of Sign & Installation of Sign
Entrance Permit:	
• Culvert Installation Security Deposit	\$900
• Inspection Fee	\$100
Property Identification Number (Sign & Post)	\$120
Replacement Post (Post only)	\$40
Replacement Sign (Sign only)	\$50
Municipal Consent for work within Township Road Allowance	\$50
Grader	\$120/ Hour
Tandem Plow Truck	\$150/ Hour
Single Axel Plow Truck	\$120/ Hour
Sweeper	\$150/ Hour
Culvert Installation Deposit for Road Entrance regarding major industrial and commercial development installation on a cost recovery basis.	\$2,200
Entrance Inspection for major industrial and commercial development.	\$300
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
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

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Schedule "F"

BUILDING AND SEPTIC FEES

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	\$15 per \$1000 for the first \$100,000 and \$7.50 per \$1000 over \$100,000 of Construction Value* Minimum permit fee is \$150
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	\$15 per \$1000 for the first \$100,000 and \$7.50 per \$1000 over \$100,000 of Construction Value Minimum permit fee \$250
Farm Structure **	Permit Fee
Farm structure Up to 1500 sq. ft. Includes alteration or repair of existing	\$8 per \$1000 of Construction Value
Farm Structure 1501 to 6450 sq. ft.	\$10 per \$1000 for the first \$100,000 and \$5 per \$1000 over \$100,000 of Construction Value
Farm Structure Greater than 6450sq. ft.	\$12 per \$1000 for the first \$100,000 and \$5 per \$1000 over \$100,000 of Construction Value
Miscellaneous	Permit Fee
Solid Fuel Appliance (Wood stove, fireplace, outdoor boiler)	\$150
Swimming Pool	\$150
Demolition Permit	\$150 Exempt in case of fire
Plumbing Alteration	\$150
Hydronic Heating	\$150
Rooftop Solar Projects (Residential)	\$15 per \$1000 of Construction Value Minimum permit fee \$150
Transfer of Permit to New Owner	\$100
Conditional Permit	\$150 and Signed Agreement
Re-activation of Permit	\$150 + \$100/Inspection

Change of Use	\$15 per \$1,000 for the first \$100,000 and \$7.50 per \$1,000 over \$100,000 of Construction Value Minimum permit fee is \$150
Alternative Solution Proposal	\$1,000 – plus any third party evaluation costs where applicable
Investigations/Construct Without Permit or Authorization	Permit Fee
Discretionary surcharge for commencing construction without a permit or authorization	Additional 100% of Permit Fee
Septic Applications	Permit Fee
Sewage System Permit - For private sewage systems with flows up to 10,000 litres/day (See Note #1)	\$850.00
Tertiary Sewage System Permit Require Maintenance Agreement (for annual inspection)	
Permit Renewal/Revision with no inspection	\$65.00
Permit Renewal/Revision with site inspection	\$220.00
Third Party Certificates	\$65.00
Maintenance Inspections – including Septic Tank Replacement Only, Alterations, Class 2 & 3 Sewage Systems.	\$385.00
Site Inspections Minor Variances/Zoning By-Laws/Building Renovations/Septic Re-inspections	\$220.00
Mandatory Septic Inspections	\$0.00
Severance Applications: First lot Subsequent lots	\$443.00 \$180.00
Subdivision Plan Review Non-Communal Sewage Systems	\$215.00 per lot up to a max. fee of \$5,000.00
File Searches	\$125.00

Note #1: The Ministry of the Environment will be responsible for sewage works where the design capacity is in excess of 10,000 litres/day under the Ontario Water Resources Act.