

**THE CORPORATION OF THE TOWNSHIP OF NORTH STORMONT**

**BY-LAW NO. 52-2023**

**BEING** a by-law to repeal and replace By-Law No. 39-2022 to establish fees and charges for licences, permits, certificates and various municipal services.

**WHEREAS** the *Municipal Act, 2001*, c. 25 s. 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

**AND WHEREAS** the *Municipal Act, 2001*, c. 25 s. 5 (3) provides that the powers of every council are to be exercised by by-law;

**AND WHEREAS** the *Municipal Act, 2001*, c. 25, s. 391 authorizes the municipality to impose fees and charges on persons;

**AND WHEREAS** the *Planning Act, 2001*, R.S.O. 1990 s. 69 provides that Council may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** the *Building Code Act, S.O. 1992* s. 30.28 provides that Council may require the payment of fees on applications for and the issuance of building permits and prescribing the amounts thereof;

**AND WHEREAS** there is authorization to add unpaid fees and charges imposed by the municipality to the tax roll for which the owners are responsible for paying the fees and charges;

**AND WHEREAS** the Council of the Township of North Stormont is desirous of establishing fees and charges for certain licences, permits, certificates and various municipal services and deems it expedient to consolidate and regularly update the fees and charges to be collected by the various departments.

**NOW THEREFORE** the Council of the Corporation of the Township of the North Stormont hereby enacts as follows:

1. That the fees and charges for various municipal services be established and are as shown in the schedules attached hereto and forming part of this by-law with applicable taxes being added as required under Canada Revenue Agency guidelines:

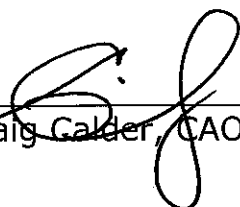
Schedule "A"	Administration
Schedule "B"	Building Permit Fees
Schedule "C"	Fire Department
Schedule "D"	Municipal Law Enforcement
Schedule "E"	Parks and Recreation
Schedule "F"	Planning and Development
Schedule "G"	Public Works

2. That no request by any person for any information, service, activity or use of Township property, described in the attached schedules, will be processed unless and until the person requesting the information, service, activity or use of Township property has provided the request in writing and has paid the applicable fee in the prescribed amount as set out in the applicable schedule.

3. That Council or the CAO/Clerk has the authority to waive, reduce, or otherwise vary a fee or charge for the item concerned, in accordance with the general criteria of the fee or charge.
4. That should any part of this by-law including any part of any schedule attached hereto, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and the remainder of this By-law including the remainder of the Schedules shall continue to operate and be in full force and effect.
5. That the fees and charges described herein shall come into force and effect on the date of passing and shall be reviewed by staff on an annual basis. Furthermore, that the CAO/Clerk is authorized to make any necessary increases to the fees and charges of no more than the yearly average CPI (Consumer Price Index), calculated as a rolling balance.
6. That the fees included in this By-law supersede any other fees and charges in any other by-law passed by the Corporation of the Township of North Stormont.
7. That By-law No. 39-2022, as amended and any other by-law inconsistent with this By-law are hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME** and passed in open Council, signed and sealed this 18th day of July 2023.

  
\_\_\_\_\_  
François Landry, Mayor

  
\_\_\_\_\_  
Craig Calder, CAO/Clerk

SEAL

## Schedule "A" Administration

Service Provided	Fees
Burial Permit	\$20.00
Work Order Letters/Certificate of Compliance, e.g. Land Sales, Zoning	\$75.00
Compliance requests - Subdivision/Site Plan	\$75.00
Letters of Conformity to fulfill requirements of ACGO, MTO or other applicable agencies	\$50.00
Property Detail Certificate	\$25.00
Closed Meeting Investigator Application Fee	\$125.00
Integrity Commissioner Fee	\$125.00
Commissioner of Oaths (non-municipal documents)	\$10.00
Copies of Various Reports such as: - Asset Management Plan - Comprehensive Zoning By-law - Official Plan	\$1.00 per page to a maximum of \$50.00 per report
Fence Viewing Administration Fee	\$100.00
Freedom of Information (FOI) Request	\$5.00 plus cost of search; pursuant to MFIPPA
Hourly rate for specialized requests from property owner when staff time exceeds 10 minutes; requests must be received in writing	\$50.00 per hour with a minimum charge of \$50 plus applicable disbursements
Interest Rate for Miscellaneous Accounts Receivable	1.25% per month
Letter of Support	\$20.00
Lottery Licenses: - Bingo  - Raffle/Blanket Raffle  - Bazaar  - Break open tickets (Nevada)	\$5.00/event or minimum \$35.00  3% of total prize value or minimum \$35.00  \$35.00  3% of total prize value or minimum \$35.00
Lottery Extension/Amendment	\$35.00
Marriage License	\$150.00
Minimum Distance Separation (MDS) Report	\$15.00
Photocopies: - Per sheet up to 11" x 17" - Per sheet larger than 11" x 17"	\$1.00 \$5.00
Special Occasion Permit Inspection	\$50.00
<b>Taxes and Water &amp; Sewer</b>	
- Change of owner/occupant for tax and/or water & sewer account	\$50.00
- Duplicate invoices/request for reprint of tax and/or water & sewer	\$20.00

- Transfer of water & sewer fees to taxes	\$30.00
- Reminder Notices	\$5.00
- Tax Certificate, information request e.g. Real Estate, legal	\$50.00
- Credit Card Payment	3% of total amount
- Returned Payments (NSF fee)	\$42.00
- Drainage Certificate	\$40.00
- Tax Sale Administration Fee	\$200.00
- Tax Sale Tender Package	\$10.00
Tile Drain Inspection Fee	\$100.00
Tile Drain Debenture Payout - Administration fee	\$175.00
Title Search Fee	Actual Search Fee

**Schedule "B"**  
**Building Permit Fees**

Class of Permit	Fees
Application Fee	\$57.00
<b>Residential</b>	
New build and addition and creation of unit	\$0.78/sq. ft. per gross floor area
Multi units, dwelling, mobile home, row house and modular home	
Basement and new foundation and renovation	\$0.22/sq. ft. per gross floor area
Residential accessory attach or detach garage, carport	\$0.59/sq. ft. per gross floor area
Tempo (shelter)	\$57.00 minimum
<b>Industrial, Commercial or Institutional</b>	
New Construction & Additions	\$0.74/sq. ft. per gross floor area
Basement and new foundation and renovation	\$0.28/sq. ft. per gross floor area
<b>Agricultural Buildings Livestock and storage building</b>	
New Construction & Additions	\$0.47/sq. ft. per gross floor area
Cover all or fabric covered building	\$0.44/sq. ft. per gross floor area
Renovations, Alterations, Repairs	\$0.17/sq. ft. per gross floor area
<b>Manure Storage Pit Concrete or structure</b>	
New Construction	\$0.34/sq. ft. of building area
Earthen manure lagoon	\$112.00 minimum fee
Renovations, Repairs	\$0.17/sq. ft. of building area
Silos & Grain Bins	\$0.29/sq. ft. of building area
Decks, Patios or Porches	\$112.00 minimum fee
Solid Fuel Burning and or fireplace	\$112.00 minimum fee
<b>Designated structures</b>	
Retaining wall	\$112.00 minimum fee
Structural sign	\$112.00 minimum fee
Solar panel on building	\$0.17/sq. ft.
Plumbing fixtures	\$112.00
Pools or spas and deck less than 10m <sup>2</sup>	\$112.00
Demolition	\$112.00
Change of Use	\$112.00
Permit Renewal	\$112.00
Transfer of Permit	\$112.00
Revision to Permit	\$112.00
Conditional Permit	Same as building permit classification
Refund	<ul style="list-style-type: none"> <li>- Application filed, processing and review of plans - 80% of fee eligible for refund</li> <li>- Application filed, plans reviewed, and permit issued - 50% of fee eligible for refund</li> <li>- Additional deduction for each field inspection performed - 5% of fee</li> </ul>
Towers (Communication)	\$0.34/sq. ft. of building associated with tower

Structure to supports Wind Turbines	\$9.55/\$1,000.00 value of construction
Minimum permit fee	\$112.00 except tempo
<b>Administration refundable deposit</b>	
100% refundable deposit within a year 25% deducted for every year permit remains active	<ul style="list-style-type: none"> <li>- \$100.00 deposit for every permit less than \$500.00 of permit fee</li> <li>- \$500.00 deposit for every permit above</li> <li>- \$500.00 but less than \$1,000.00 of permit fee</li> <li>- \$1,000.00 deposit for every permit exceeding</li> <li>- \$1,000.00 in permit fee</li> </ul>
<b>At the discretion of the CBO for years prior to 2023</b>	

**Schedule "C"**  
**Fire Department**

<b>Service Provided</b>	<b>Fees</b>
Inspection - Single Dwelling	\$75.00
Inspection Duplex	\$100.00
Inspection Triplex	\$125.00
Apartment Buildings	\$100.00
- Each Additional Unit	\$25.00
Inspection Industrial/Commercial	\$150.00
- Each Additional Unit	\$30.00
Inspection Commercial with residential	\$100.00
- Each additional commercial or residential unit	\$25.00
Licensed Day Care Inspection	\$100.00
Fire Safety Plan Review	\$75.00
- Approval for each submission	\$30.00
Letters/Incident Reports	\$75.00
<b>False Alarm</b>	
First False Alarm	Nil
Second False Alarm in any 12-month period	\$200.00
Each subsequent false alarm in any consecutive 12-month period	\$400.00
<b>Non-Resident</b>	
Non-Resident – vehicle fire/accident	MTO rates
Non-Resident – ice/water rescue	MTO rates
<b>Response</b>	
Specialized equipment and/or resources to control or minimize loss (not provided by fire department) *	Total cost recovery
Equipment required to take down or make safe a scene for investigation or overhaul (not owned by Fire Department) *	Total cost recovery
Demolish, clean-up and make safe after a fire (if not completed by property owner) *	Total cost recovery
Clean-up spills as defined in the Environmental Protection Act, Part C, as amended *	Total cost recovery
<b>Other</b>	
Fire Extinguisher Training	\$80.00
Fire Hall rentals:	\$20.00 per hour maximum daily \$100.00
Non-profit organizations	No charge
Provincial and Federal Elections	Going Rate
Special Events for Fire Protection/Standby Supervision only	Total cost recovery
Smoke Alarms/Carbon Monoxide Alarms	Total cost recovery
Open Air Burn Permits	refer to By-law No. 53-2018

\* **Vehicle and firefighter hours to include refurbish of vehicles and equipment readied for the next incident or response (Total cost recovery)**

**Schedule "D"**  
**Municipal Law Enforcement**

<b>Service Provided</b>	<b>Fees</b>
Annual Dog Licence Fees:	
- 6 months or older, sterilized	\$20.00
- 6 months or older, not sterilized	\$25.00
- Replacement/Transfer of dog tag	\$5.00
- Breeders Kennel Licence	\$100.00
- Lodging Kennel Licence (other than own dogs)	\$150.00
- Service dogs	N/C
Late registration for annual dog licence registration	\$55.00
Dog Retrieval from Animal Control Officer	\$75.00
<b>Civic Numbers &amp; Posts</b>	
PVC Civic numbers 48" complete kit (not installed)	\$132.00
PVC Civic numbers 72" complete kit (not installed)	\$147.00
PVC blade with numbers	\$70.00
PVC Caps for posts	\$7.00
PVC Posts (4"x 4" x 48")	\$35.00
PVC Posts (4"x 4" x 72")	\$50.00
Steel spike for vinyl post (with 4x4)	\$20.00
Aluminum blade (with numbers 1 side)	\$35.00
Aluminum blade (with numbers 2 side)	\$55.00
Steel post (1" x 1" x 72")	\$20.00
Installation of PVC blade & post and/or steel spike	\$100.00
Installation of PVC blade only	\$50.00
Installation of steel post and/or aluminum blade	\$100.00
<b>Other</b>	
Poundkeeper Services	Cost recovery plus fines and administration fee refer to By-law No. 31-2016
Property Standards Appeal	\$250.00



**Schedule "E"**  
**Parks and Recreation**

<b>Service Provided</b>	<b>Fees</b>
Non-Prime time rate (Monday - Friday before 4 p.m. and after 11 p.m.)	\$125.00
Minor sports rate	\$140.00
Minor sports spring rate	\$150.00
School rate	\$100.00
Adult sports rate	\$172.00
Summer floor rate	\$ 57.86

**Schedule "F"**  
**Planning and Development**

<b>Service Provided</b>	<b>Fees</b>
Zoning Amendment	\$1,500.00
Surplus farm dwelling zoning amendment applications	\$500.00
Remove Holding By-law	\$300.00
Minor Variance	\$550.00
Official Plan Amendment	\$1,500.00
Joint Zoning and Official Plan Amendment	\$2,000.00
Temporary Use By-law	\$1,500.00
Land Severance / Consent	\$600.00
Parkland Fee for Consents	\$1,000.00 per severance or %5 of value (whichever is lesser)
Site Plan Control Application	\$1,500.00
Site Plan Control Amendment	\$ 500.00
Plan of Subdivision/Condominium Application	\$75.00 per building lot - minimum \$1,000.00 - maximum \$2,000.00
Lifting of 0.30 metre (1 foot) reserve	\$50.00 plus legal and engineering and surveying costs
Part Lot Control Exemption	\$250.00 per by-law plus legal, engineering and surveying costs
Local Planning Appeals Tribunal (LPAT)	\$2,500.00 deposit plus actual costs
All other miscellaneous Planning Agreements i.e. encroachment, development, etc.	\$500.00 plus legal, engineering and surveying costs
Telecommunications/Cell Tower Application	\$1,000.00
Municipal Consultation Support of Forms for Renewable Energy Projects for completion	- \$100.00 projects 10KW or less - \$400.00 projects less than 1 MW - \$1,000.00 projects greater than

**Note:** All costs incurred by the Township in the legal, planning, engineering or other professional review of a planning application, or any agreement required as part of planning approval, shall be borne by the applicant at cost.

## Schedule "G" Public Works

Service Provided	Fees
Road Cut Permits	refer to By-law No. 39-2019
Application/Permit Fee	\$150.00
Security Deposit	\$2,000.00
Entrance Permits	Refer to By-law No. 34-2017
Classification of Property Entrance	
Field, Farm, Residential, Temporary, Re-classification, Alteration	\$ 100.00
Commercial, Industrial, Institutional	\$ 250.00
Public, Private, Emergency Road	\$ 500.00
Closure of Unopened Road Allowances Application	\$200.00
Other Fees	
Permit to move loads in Excess of Weight/Size	\$ 100.00
Waste Management	
Waste Management Fees for Schools	\$ 1437.50
Waste Disposal Sticker (each)	\$ 2.50
Recycle Bin	\$ 10.00 each however new homeowners shall receive their first two (2) recycle bins at no charge
Water and Sewer Services	
Fees and Charges for the Supply of Water and Sewer	refer to Annual Rate By-Law
Water Connection Permit including service charge for inspection	\$ 56.09
Sewer Connection Permit including service charge for inspection Recycle Bin	\$ 56.09
Water Capital Rate Connection per unit	\$5,000.00
Sewer Capital Rate Connection per unit	\$5,000.00
Owner Requested Disconnection/Shut off	\$ 56.09
Owner Requested Reconnection <b>NB: When it has been necessary to reconnect a service as a result of non-payment, a reconnection charge of \$56.09 shall be levied against the owner's account</b>	\$ 56.09
Water turned on without authorization	\$56.09 plus connection fee
Bulk Water Purchases and Sewage Load Disposal	N/A
Capacity Allocation Application Processing Fee (Infill Development applications are exempt)	\$250.00
One Unit of water or wastewater capacity requested	\$175.00