

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

By-Law No. 2020-52

**Being a By-Law to Establish a Schedule of Fees for Municipal Services**

**WHEREAS** s. 391 (1) c.25 of the Municipal Act 2001 and various other statutes authorize municipalities to pass by-laws for imposing fees or charges for information, services, activities and use of municipal property;

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

AND WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters requiring the payment of fees on applications for and on the issuance of permits;

**NOW THEREFORE** the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That Council hereby establishes the schedule of fees as set out in Schedule 'A'.
2. No request by any person for any information, service, activity or use of Township property described in Schedule "A" will be processed or provided unless and until the person requesting the information, service, activity or use of Township property has paid the applicable fee or charge in the prescribed amount as set out in Schedule "A".
3. Schedule "A" is an integral part of this by-law.
4. Should any part of the by-law, including any part of Schedule "A", be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is Council's intention that such invalid part of the by-law shall be severable and that the remainder of this by-law including the remainder of Schedule "A", as applicable, shall continue to operate and to be in force and effect.
5. That this By-Law shall come into force and take effect immediately upon the passage thereof.
6. By-Law No. 2017-24 is hereby rescinded.

Read a first and second time this 5th day of November, 2020

Read a third time and finally passed this 5th day of November, 2020

---

MAYOR

---

CLERK-TREASURER

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

**SCHEDULE 'A' TO BY-LAW NO. 2020-52  
SCHEDULE OF FEES**

**PART 1. Dog Licensing**

- 1.1 Spayed/Neutered Dogs  
\$15.00 – before April 30<sup>th</sup> in any year  
\$20.00 – after April 30<sup>th</sup> in any year
- 1.2 Unsterilized Dogs  
\$20.00 – before April 30<sup>th</sup> in any year  
\$25.00 – after April 30<sup>th</sup> in any year
- 1.3 \$50.00 - Kennel License defined under the  
Dog Tax and Poultry and Protection Act,  
plus \$10 per tag per dog
- 1.4 NO Charge – Dog Tag for a Service/Guide Dogs

**PART 2. Fees & Service Charges**

- 2.1 Tax Certificates \$50.00
- 2.2 Zoning Compliance \$40.00
- 2.3 Copy of Official Plan \$50.00
- 2.4 Copy of Zoning By-Law \$50.00
- 2.5 Photocopies \$0.10 per side
- 2.6 Faxes – Local \$0.25 per page
- Long Distance \$1.00 per page
- 2.7 NSF Charge \$25.00
- 2.8 Rental Rates for Council Chambers  
Non-resident only \$40.00

**PART 3. Planning**

- 3.1 Minor Variance \$ 600.00
- 3.2 Official Plan Amendment \$1,100.00
- 3.3 Zoning By-Law Amendment \$ 950.00
- 3.4 Karst Land Inspections \$ 100.00
- 3.5 All other Amendment requests as per actual costs

Note: Any charges received by the Township in relation to a planning request will be charged to the property owner at cost recovery. (Ex. Legal fees, Engineering fees. etc.)

3.6	Site Plan Application	\$ 1000.00
	Deposit for peer reviews	\$ 3000.00
	Request to Amend Site Plan Agreement	\$ 550.00
	Request for Release of Registered Site Plan	\$ 300.00

Consolidated April 7, 2022  
By-Law 2022-27

**PART 4. Sewage System Fees**

For upgrade, new or replacement shall be as follows:

4.1	Class 2 system (grey-water)	\$ 300.00
4.2	Class 3 system (cesspool)	\$ 300.00
4.3	Class 4 system (leaching bed, filter bed)	\$400.00
4.4	Class 5 system (holding tank)	\$400.00 ***
4.5	An engineered designed system	\$350.00
4.6	Replacement of tank and/or up to 100 feet of weepers	\$100.00

\*\*\*Class 5 system -a signed agreement with licensed pumper will be required.

For inspections and comments relating to sewage systems the fees shall be as follows:

4.7	Consents	\$100.00 per severed lot
4.8	Minor Variance	\$25.00
4.9	Plan of Subdivision review	\$75.00
4.10	Administration Charge/Septic Permit Search	\$50.00

(If a previous permit issued, it must be revoked and a new permit issued.)

**PART 5. Building Permit Fees**

5.1	Residential Buildings including additions and private garages	\$0. 40per sq. ft.
5.2	Sundecks/Porches	\$100.00
5.3	Accessory Buildings (\$100.00 minimum)	\$0.40 per sq. ft.
5.4	Alterations and Renovations	\$100.00
5.6	Swimming Pools/Hot Tubs	\$100.00
5.7	Outdoor Wood Burning Furnaces	\$100.00
5.8	Farm Building excluding house & garage (\$100.00 minimum)	\$0.20 per sq. ft
5.9	Carports	\$100.00
5.10	Commercial & Industrial Construction	\$ .50 per sq. ft.
5.11	Tower (over 100')	\$2.00 per foot
5.12	Demolition of Building	\$100.00
5.13	Occupancy Permit	\$100.00

5.14	Compliance Letter	\$100.00
5.15	Revision or Renewal of Permit	\$100.00

NOTE: Anyone commencing construction prior to the assignment of a permit shall be subject to payment of a double fee – two (2) times the rate as set out in the above fees.

**PART 6. Municipal Tax Sales Act**

6.1	Title Search and all Lawyer Fees	Actual
6.2	Administration Costs	
	(a) <b>Prior to First Notice</b>	\$400.00
	Includes all registered letters, preparation and registration of tax arrears certificate, preparation and registration of cancellation certificate plus actual costs in Item 6.1.	
	(b) <b>Prior to Final Notice</b>	\$600.00
	Includes all items in section 6.2 (a) and mailing of first notice registration, and preparation and registration of a statutory declaration.	
	(c) <b>After Final Notice</b>	\$900.00
	Includes all items in section 6.2 (b) and preparation and mailing of final notice registration and preparation and registration of a statutory declaration.	
	(d) <b>Sale by Tender</b>	\$900.00
	Includes all items in Section 6.2 (c) and advertising expenses, preparation of tax deed, registration of tax deed, preparation and registration of a statutory declaration, payment into District Court of Sale Proceeds.	
6.3	All other disbursements and expenses	as per actual cost

**PART 7. Tipping Fees at Landfill Sites**

7.1	Ratepayers with identity cards Vehicles with bagged household garbage ONLY	No Charge
7.2	Request to Open Landfill	\$ 50.00
7.3	Operator Costs (minimum of 3 hours) for opening landfill after regular hours	\$30.00 per hour
7.4	<b><u>Commercial/Industrial By-Products or Construction/Renovation Material</u></b> <b><u>(Osceola Waste Site only)</u></b>	
	Dumpster/Roll Off Bin	\$250.00
	Farm wagon	\$ 60.00
	Half-ton Truck	\$ 25.00
	Semi-Trailer	\$300.00
	Trailer towed by private automobile	\$ 25.00
	Single-Axle Truck	\$150.00 – 10 yard
	Tandem Axle Dump Trailer (ball or pintle hitch)	\$ 60.00 – 4-8 yard
	Tandem Truck	\$250.00
	Ton Truck	\$ 40.00
	Tri-Axle Truck	\$300.00

7.5	<u>Appliances &amp; Furniture</u>	
	Per Item	\$ 5.00-\$20.00
	(example: small night side table is \$5.00, couch is \$20.00)	
7.6	Tires on Rim (Tire alone is free)	\$15.00
7.7	Recycling Bins	as per actual cost
7.8	<u>Tri-axle Truck Load of Waste (Osceola Waste Site only)</u>	
	Fuel Oil Spill	\$20.00 per tonne
		(minimum \$500.00 per load)
	Fire Clean Up	\$20.00 per tonne
		(minimum \$500.00 per load)
7.9	<u>Commercial or Business Waste</u>	
	Renfrew County District School Board (2 schools)	\$500.00 per month
	Renfrew County Catholic School Board (1 school)	\$100.00 per month

### **PART 8. Road Closures**

8.1	Administration Costs	\$200.00
8.2	Appraisal Costs	as per actual cost
8.3	All other disbursements and expenses	as per actual cost
8.4	Appraised Value of Property	as per appraisal

### **PART 9. General Road Operations**

9.1	Grader Rental (Minimum – 1 hour charge)	\$100.00 per hour
9.2	Backhoe rental	\$85.00 per hour
9.3	Chipper rental with truck	\$80.00 per hour
9.4	Excavator Rental	\$110.00 per hour
9.5	Excavator Rental with brush head	\$180.00 per hour
9.6	Entrance Permit	\$100.00
9.7	Civic Address Sign	as per actual cost
9.8	Installation of Culverts	as per actual cost

Note: All equipment will be inclusive of an operator.

**PART 10. Staff Charge Out Rates**

10.1	Clerk-Treasurer	\$65.00 per hour
10.2	Deputy Clerk-Treasurer	\$50.00 per hour
10.3	Finance Clerk	\$40.00 per hour
10.4	Administrative Assistant	\$35.00 per hour
10.5	Roads Superintendent	\$65.00 per hour
10.6	Public Works Assistant	\$35.00 per hour
10.7	Lead Hand	\$40.00 per hour
10.8	Operator	\$35.00 per hour
10.9	Landfill Attendant	\$30.00 per hour

**PART 10 FIRE SERVICES**

10.1	Fire Report (Copy)	\$40.00
10.2	If necessary to retain a private contractor, rent special equipment not normally carried on a fire apparatus in order to determine origin and cause, suppress or extinguish a fire, preserve property, prevent fire spread, make safe or otherwise eliminate an emergency.	As per Actual Cost

Consolidated October 18, 2018  
By-Law 2018-45