

THE CORPORATION OF THE TOWNSHIP OF PERRY

BY-LAW No. 2023-65

Being a By-Law to establish fees or charges for services provided by the Corporation of the Township of Perry

WHEREAS Section 8(1) of the *Municipal Act*, S.O. 2001, c. 25, as amended, sets out that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

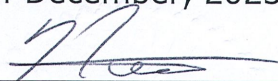
WHEREAS Section 391(1) of the *Municipal Act*, S.O. 2001, c. 25, as amended, authorizes municipalities to impose fees or charges for services or activities provided or done by or on behalf of it;

AND WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, authorizes a municipality to pass by-laws to establish a tariff of fees for the processing of applications made in respect of planning matters;

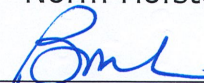
NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Perry hereby enacts as follows:

1. **That** the fees and charges as set in Schedules "A" to "I" attached hereto and forming an integral part of this By-law are hereby established and adopted by the Council of the Township of Perry.
2. **That** no request by any person for any information, service, activity or use of Municipal property will be provided unless and until the person requesting the information, service, activity or use of Municipal property has paid the applicable fee in the prescribed amount as set out in Schedules "A" to "I".
3. **That** in the event any part of this By-law is 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 that the remainder of this by-law shall continue to operate and to be in force and effect.
4. **That** this by-law shall be known as the "Fees and Charges By-law".
5. **That** By-law 2022-114 and 2023-43 is hereby repealed.
6. **That** this by-law comes into effect as of January 1st, 2024.

READ a First, Second, and Third Time and Finally Passed and Enacted in Open Council this 20th day of December, 2023.



Norm Hofstetter, Mayor



Beth Morton, Clerk-Administrator

Schedule "A"

Corporate Services

Activity Description	Fee
Building/Zoning Compliance Letter	\$100.00
Tax Certificate	\$50.00
Tax Registrations	Recovery of actual costs charged by 3 rd party
Tax Sale Tender Packages	\$10.00
Photocopy	\$0.25 per page
Fax (In or Out)	\$1.00 per page
Insufficient Funds Fee	\$30.00
Freedom of Information Request	Legislated (As per application Form)
Commissioning of Documents	\$20.00 for 1 st document, \$5.00 for any additional document
Returned Payment Charge	\$30.00
<i>Licensing</i>	
Lottery Licensing Fee	Legislated (3% of Funds Raised)
<i>Miscellaneous</i>	
Entrance Application	\$350.00 – refundable deposit
	\$250.00 - Fee
Civic Address Number – New	\$70.00
Civic Address Replacement Blade & Post	\$60.00
Civic Address Replacement Posts	\$30.00
Civic Address Replacement Blade	\$40.00
Salvage/Wrecking Yard Licence	\$150.00 per year

Schedule "B"

Planning Fees

Activity Description	Fee
Zoning By-law Amendment	
Application Fee	\$1,500.00
Holding Zone Removal	\$500.00
Deposit – Substantial Shoreline and Commercial Developments	\$3,000.00
Deposit – all other development	\$1,500.00
Site Plan Control Agreement / Consent Agreement	
Application Fee	\$1,000.00
Deposit	\$1,500.00
Official Plan Amendment	
Application Fee	\$2,000.00
Deposit	\$3,000.00
Combined Zoning By-law / Official Plan Amendment	
Application Fee	\$3,000.00
Deposit	\$5,000.00
Consent Applications (Severance)	
Pre-consultation and application process (per application)	\$500.00
Subdivision / Condominium Applications	
Pre-consultation and application process	\$2,500.00
Deposit	\$5,000.00
Subdivision / Condominium Agreement	\$2,500.00
Solar project Application	\$500.00
Shore Road Allowance / Road Allowance	
Administration Fee (includes deeming by-law application fee, where applicable)	\$1,000.00
Deposit	\$2,000.00
Cost of Shore Road Allowance – calculated per sq. ft.	\$0.55
Deeming By-law Application	
Administration Fee	\$500.00
Deposit	\$1,000.00
License of Occupation (Use of Township owned land)	
Administration Fee	\$500.00
Deposit	\$1,000.00
Annual License Fee	\$200.00/year
All Other Application Fees not specifically listed	\$500.00

Notes:

- 1) Where an approval under the *Planning Act* is sought for a development which exists or is under construction, and is in contravention of the requirements of the Township, an additional administrative/processing fee in the amount of 75% of the respective application fee, as defined herein, shall be required at the time of submission of the application. 2) All Application Fees are non-refundable.

Schedule "C"

Dog Licensing

Activity Description	Fee
Life Time Dog Tag	\$50.00
Annual Tag	\$10.00
Replacement Tag	\$5.00
Kennel License	\$150.00
Guide or Service Dogs	FREE

Schedule "D"

Cemetery Fees

Activity Description	Fee
Plot purchase – St. Mark's – resident/ratepayer Includes \$290.00 care and maintenance fee	\$650.00 +HST
Plot purchase – St. Mark's – non-resident/non-ratepayer Includes \$328.00 care and maintenance fee	\$820.00 +HST
Care and maintenance fee for Upright Marker Pillow, slant up to 4 feet high	\$200.00
Care and maintenance fee for Upright Marker greater than 4 feet high	\$400.00
Care and maintenance fee Flat Marker	\$100.00
Transfer Fee	\$50.00

Schedule "E"

Tipping Fees

Activity Description	Fee
Appliances containing Freon – refrigerator, air conditioners, dehumidifier	\$35.00 each
Large Appliances – non-metal dishwasher, washer, bathtub, etc.	\$10.00 each
Large Appliances – metal washer, dryer, stove, tagged refrigerator (Freon removed), bathtubs, etc.	Free
Small Appliances sinks, toilets, etc.	\$10.00 each
Water Tank	Free
Barbeques	Free
Furniture Items, large couch, mattress, box spring, kitchen/dining table, loveseat, etc.	\$20.00 each
Furniture Items, small chairs, side/coffee table, etc.	\$10.00 each
Clear Garbage Bags – purchase	\$1.00/bag
Over bag limit	\$5.00/bag
Replacement Card	\$25.00
Sorted Waste Building Materials	\$1.50 per cubic foot
Asphalt Shingles or Rolled Roofing	\$2.50 per cubic foot
Contractor Clean Up Bags	\$8.00/bag
Other	
Clean Wood/Brush (no stumps or logs)	\$0.25 per cubic foot
Tires	Free
Carpet, Throw/Area Rug	\$5.00
Recycling Bins	\$12.00
Vacation Rental Kits	\$5 each \$45 for 10

Schedule "F"

Community Centre Rental Fees

Emsdale Community Centre- Main Hall (Capacity 140)	Rental Fees (per day)
4-Hour Event Package Rental (Includes the use of the hall/kitchen/bar) (Residents receive a 15% discount on rental fee)	\$300
Full Day Event Package Rental (Includes the use of the hall/kitchen/bar) (Residents receive a 15% discount on rental fee)	\$500
4-Hour Hall Only Rental (No use of the kitchen/bar included) (Residents receive a 15% discount on rental fee)	\$225
Full Day Hall Only Rental (No use of the kitchen/bar included) (Residents receive a 15% discount on rental fee)	\$425
Wedding Package (Includes the use of the hall/kitchen/bar, ½ day before and after wedding, and full day wedding)	\$800
Funerals/Memorial Luncheons – Residents (Includes the full day use of the hall/kitchen/bar)	\$150
Emsdale Community Centre - Meeting Room 1 (Capacity 15)	
4-Hour Rental (No use of the kitchen/bar included)	\$60
Full Day Rental (No use of the kitchen/bar included)	\$90
Emsdale Community Centre - Meeting Room 2 (Capacity 30)	
4-Hour Rental (No use of the kitchen/bar included)	\$100
Full Day Rental (No use of the kitchen/bar included)	\$150
Emsdale Community Centre- Kitchen	
4-Hour Kitchen Rental	\$125
Full Day Kitchen Rental	\$150
Novar Community Centre- Main Hall (Capacity 100)	
4-Hour Event Package Rental (Includes the use of the hall/kitchen/bar)	\$150
Full Day Event Package Rental (Includes the use of the hall/kitchen/bar)	\$250
4-Hour Hall Only Rental (No use of the kitchen/bar included)	\$75
Wedding Package (Includes the use of the hall/kitchen/bar, ½ day before and after wedding, and full day wedding)	\$500
Funerals/Memorial Luncheons - Residents (Includes the full day use of the hall/kitchen/bar)	\$75
Setup and Cleaning Fee for Community Groups – No Charge Rentals	
(Applicable to the Emsdale Community Centre Main Hall & Novar Community Centre Only)	\$60
All rentals are subject to a \$150 security/cleaning deposit fee upon booking. Any events that require a special occasion permit (liquor license) are automatically considered to be full day rentals.	

Notes:

1. The above fees do not include the cost of liability insurance which is required for all facility rentals. For more information, please contact the Municipal Office at (705) 636-5941.
2. All security/cleaning deposits are returned within 21 days of the event after a satisfactory inspection by a Municipal designate. If it is found that the inspection is not satisfactory, the Municipality reserves the right to forfeit the refund.
3. The Township will charge back costs associated with Hydro or any other extraordinary expenses not associated with regular rental of the community centres.

Schedule "G"

Fire Department Fees

Activity Description	Fee
Fire Inspection Services	
Inspection of Facilities for Special Care or Day Care	\$100.00 per Inspection
Fire Summary Report for Insurance	\$100.00
File Search (Work Order Inquiry)	\$100.00
Liquor License Inspection	\$100.00 per Inspection
Residential Inspection for Real Estate, Insurance or Mortgage	\$100.00 per Inspection
Inspection of Commercial, Industrial, Apartment Building or Investment Property	\$300.00 minimum \$2,000 maximum
Emergency Response Services and Fees (Hazardous Materials, Fires, Spills, Accidents, Traffic Control, Hydro Response to Violations, etc.)	
Equipment	
Apparatus (Vehicles)	Current MTO rates, billed minimum 1 hour per apparatus and in ½ hour increments thereafter
Generator	\$50.00 per hour, billed minimum 1 hour and in ½ hour increments thereafter
Portable Pumps	\$50.00 per hour, billed minimum 1 hour and in ½ hour increments thereafter
Air Bottle refilling	\$5.00 per bottle
Fire Fighters	\$25.00 per firefighter billed minimum 1 hour and in ½ hour increments thereafter
Dispatch	\$100.00 per call
Consumables	
Class A Foam	\$200.00 per 20 litre pail
AFFF Foam	\$250.00 per 20 litre pail
Absorbent	\$20.00 per bag
Leak Stop Materials	\$100.00 per leak minimum
Provincial Highway Responses MTO Responsibility	
Apparatus Vehicles	As per current MTO Rate billing
Equipment	As per current MTO Rate billing
Consumables	As per current MTO Rate billing

Schedule "H"

By-law Department Fees

Activity Description	Fee
Signs	
Application Fee	
• Township of Perry Business	\$100.00
• Non-Township Business	\$200.00
Application Fee for Signs Erected Without a Permit	
• Township of Perry Business	\$150.00
• Non-Township of Perry Business	\$300.00
Signs Requiring Approval of Council <i>(signs that do not conform to the Sign By-law)</i>	\$200.00 <i>(in addition to application fee)</i>
Special Occasion Sign, including Inflatable	\$100.00/7 days
Return of Mobile Signs	Cost of Township per Sign
Return of Signs other than Mobile Signs or Election Signs	\$50.00 + costs incurred per sign
Charitable Signs	No Charge

Activity Description	Fee
Road Renaming	
Rename a Public Road	\$1,945.00
Rename a Private Road	\$575.00
Advertising of Road Name Change	\$250.00

Schedule "I"

Building Department Fees

CONSTRUCTION PERMIT FEES (new, addition, renovations, plumbing, heating, etc.)		
Minimum Charge Building Permit		\$225.00
The greater of \$15/\$1,000 of estimated construction value or per sq. ft.		Per Sq. Ft.
Group C Occupancies (single family dwellings)	New or addition(s) less than 3000 sq ft in gross area as defined in OBC.	\$1.85
	New or addition(s) larger than 3000 sq ft. or log structure floor area as defined in OBC.	\$2.00
	Internal renovations	\$0.80
	Decks	\$0.50
	Garages	\$0.75
	Screen Room	\$0.75
	Bunkie	\$1.10
	Car port and storage buildings	\$0.50
	Replacement or repair of foundation and roofs	\$500.00 flat rate
Replacement of drainage tile around existing foundation	\$200.00 flat rate	
Shoreline Structures	Floating or post dock	\$0.50
	Crib Dock	\$0.50
	Steel Dock	\$0.75
	Boat port	\$0.60
	Boathouse	\$0.85
Group C Occupancies (other than single family dwellings)		\$1.80
All other Occupancies, New or Addition (i.e. commercial, industrial and institutional)		\$1.80
Renovation for non-residential buildings (i.e. commercial, industrial and institutional)		\$1.20
		Flat fee
An additional fee for each required inspection for water access properties at the discretion of the Chief Building Official.		\$25.00
Foundation Permit		\$300.00 above the normal fees
Inspection Fee for a re-inspection		\$75.00 to \$150.00
Special inspection: fee to inspect buildings or structures where a request has been made for a final inspection or for an Occupancy/Use where the permit has been inactive for one year and/or the permit is three years or older, plus Administration Fees Option 2 (at the discretion of the Chief Building Official)		\$200.00

Demolition of building or structure	Part 3 Buildings	\$250.00
	Part 9 Buildings	\$100.00
Required fencing for outdoor swimming pools		\$125.00
Tents (over 645 square feet) and temporary structures such as greenhouses or other temporary special event structures		\$125.00
Solar Panels on building	Part 9 of OBC	\$250.00
	Part 3 of OBC	\$500.00
Change of Use Permits (Non-Refundable)	Part 9 of OBC	\$100.00
	Part 3 of OBC	\$150.00
Transfer of Active Permit		\$100.00
Completion permit		Double the above fees Min. \$400.00
Conditional permit (Issuance at the discretion of the Chief Building Official)		Double the above sqft fees Min. \$270.00
Demolition Permit for a dwelling or cottage which will remain until the replacement new structure is habitable.		Signed agreement, bank draft or bond letter and a fee of \$500.00
Remedy Unsafe permit		Double the above fees Min. \$400.00
Review fee for permits which are denied or submitted incomplete		50% of permit fee max of \$1,000.00
ADMINISTRATION FEES		
Application for alternative design		\$500.00
Review revised plans or application (at the discretion of the Chief Building Official)		\$50.00 per page
		\$100.00 per page after an inspection
Building, septic and zoning information reports (for non-property owners)		\$100.00
Non-compliance with the <i>Building Code Act</i> administration fee, plus any funds spent by the municipality for it's investigation		\$360.00
If other administrative action is required exceeding the initial fee, an additional hourly fee will be applied (per hour).		\$50.00
<u>Option One:</u>		
Administration Fee		\$250.00

Plus Refundable Deposit for Structures based on Construction Value between:

\$50,000 to \$149,999	\$500.00
\$150,000 to \$299,999	\$2,500.00
\$300,000 to \$499,999	\$3,000.00
Over \$500,000	\$5,000.00

- As long as the Township receives a request for and grants an occupancy or final within three years of issuing the building permit the deposit will be returned in full.
- If the building is used or occupied before the three years and a final or occupancy has not been granted only 50% of the deposit will be returned.

Option Two

Administration fee for each year a building permit remains open after the first year of issuance (up to three years). \$200.00 per year

Administration fee for each year a building permit remains open (when permit is four years or older). \$500.00 per year

Note: All fees are at the discretion of the Chief Building Official.