

The Corporation of the Township of Elizabethtown-Kitley

By-law Number 24-04

Being a By-Law to Establish Fees and Charges for Services provided by the Corporation of the Township of Elizabethtown-Kitley

Whereas Section 391 of the Municipal Act, 2001, as amended, authorizes a municipality and a local board to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it and for various types of licences, permits and approvals;

And Whereas Section 69 of the Planning Act, R.S.O. 1990, c.P.13, as amended provides that the Council of a municipality, by-law may establish a tariff of fees for the processing of applications made in respect of planning matters;


And Whereas Section 7 (1) of the Building Code Act, S.O. 1992, Chapter 23 as amended provides that a Council of a municipality may pass by-laws requiring the payment of fees on applications for an on the issuance of permits, requiring the payment of fees for maintenance inspections, and prescribing the amount of the fees.

Now Therefore the Council of the Corporation of the Township of Elizabethtown-Kitley enacts as follows:

1. The Corporation of the Township of Elizabethtown-Kitley hereby adopts the consolidated list of fees, attached hereto as Schedule "A", and forming part of this by-law.
2. This by-law shall come into full force and effect on January 29, 2024 and shall be cited as the "Consolidated Fee By-law."
3. That By-law No. 23-39 is hereby rescinded.

Read a First and Second time this 29th day of January, 2024.

Read a Third time and finally **Passed** this 29th day of January, 2024.


MAYOR


DEPUTY CLERK

**Township of Elizabethtown-Kitley
Consolidated Schedule of Fees January 2024**

Administration / Finance:

Commissioner of Oaths	\$20.00
Certificates	\$50.00
MSF Tax Payment per Item	\$40.00
Tax Extension Agreement (Tax Sale)	Legal Costs + \$100 + \$50
Duplicate Tax Bill/Receipt	\$5.00
Prior Year Tax Statement	\$5.00
Photocopies	.25/page
Fees for Admin Work	\$25/hour
MFIPPA	\$5 + costs
Civic Address Sign	\$30
Civic Address Sign Post	\$15
Events & Festivals	\$250
Mobile Food Truck	
Motorized	\$300
Motorized Ancillary	\$300/season for first vehicle and \$25/season for each additional
Non-Motorized	\$100
Non-Motorized Ancillary	\$100/season for first vehicle and \$25/season for each additional
Cemeteries (per Cemetery By-law 15-50)	
Plot Purchase	\$450

Dogs:

Annual License Fee (until March 31)	\$15.00
Annual License Fee (after March 31)	\$25.00
Guide Dogs	No Charge
Designated Aggressive Dog (until March 31)	\$100
Designated Aggressive Dog (after March 31)	\$150
Replacement Tag	\$1.00
Hobby Kennels	\$200
Grandfathered, First Inspection	\$125
Hobby Kennel Renewal	\$30
Commercial / Breeding Kennel	\$200
Fines:	
Unlicensed Dog	\$25
Dog tag used on dog other than the dog registered	\$25
Leaving dog waste on private property	\$25
Dog running at large	\$50
Dog not on leash	\$50
Dog with offensive odour	\$50
Dog being a public nuisance	\$100
Release Fees for Impounded Animals:	
First Offence	\$50
Second Offence	\$90
Third Offence	\$130
Subsequent Offences charges must be laid under the POA)	\$200

Building:	
Building Work Orders	\$75.00
Deposit on New Construction	\$500.00
Residential	
New Single Unit Dwelling, Semi-Detached or Duplex (includes attached garage space)	\$1 per square foot, all floor areas excluding basement. If finished basement, add \$0.20/sq. ft.
Additions to Single Unit, Semi-Detached or Duplex Dwellings, includes attached garage area	\$1 per square foot OR \$100.00 minimum, whichever is greater.
Alterations and Repairs to Single Unit, Semi-Detached or Duplex Dwellings	\$0.75 per square foot OR \$100.00 minimum, whichever is greater.
Detached Residential Accessory Buildings, and any additions to such buildings	\$0.50 per square foot OR \$100.00 minimum, whichever is greater.
Decks, freestanding or attached	\$0.50 per square foot OR \$100.00 minimum, whichever is greater.
Industrial, Commercial, Institutional or Public Buildings	
New Buildings	\$0.40 per square foot OR \$300.00 minimum, whichever is greater.
Additions to Buildings	\$0.40 per square foot OR \$300.00 minimum, whichever is greater.
Alterations, Repairs and Minor Renovations	Greater of \$100.00 or \$5.00 for every \$1,000 of cost
Farm (Farm Registration Number May Be Required)	
New Farm Building	Greater of \$100.00 or \$0.15 per square foot to a maximum of \$750
Alterations, Repairs and Additions to Farm Buildings	Greater of \$100.00 or \$0.15 per square foot to a maximum of \$300
Miscellaneous	
Water Stove or Fireplace Permit	Flat Rate \$200.00
Plumbing Permits	Flat Rate \$100.00
Demolition Permit	Flat Rate \$100.00
Transfer of Permit	Flat Rate \$100.00
Change of Use Permit	Flat Rate \$100.00 plus permit fee
Conditional Permit	Flat Rate of \$100.00 plus permit fee and a signed Agreement
Request for a Deferral of Revocation	Flat Rate \$100.00
Minimum Permit Fee	\$100.00 unless otherwise indicated
Pools (By-law 01-14 and By-law 05-32)	\$100.00
Outdoor Furnaces (By-law 07-08)	\$200.00
Septic:	
Sewage System Permit - Private	\$775.00
Tertiary Sewage System Permit	\$850.00
Third Party Certificates	\$65.00
Site Inspections	\$385.00
Maintenance Inspections	\$220.00
Severance Applications	\$443.00
Multiple Severances	\$443 for first & \$180 each addtl.
Subdivision Plan Review	\$200/lot to Max. \$5000
Well Searches	\$125.00

Fire and Emergency Services:

Vehicle Fire, Danger of Fire, Extrication

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

False Alarms - Where response to the same municipal address on more than two occasions within a 30 day period. An administration and response fee shall be imposed upon the owner of the property, if the alarm was preventable.

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

Fire Watch

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

Un-Authorized open burning.

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

Incinerator Fire - First response, a letter indicating possible financial implications. Second and subsequent responses in which the Fire Department has been dispatched with respect to a complaint regarding any contravention of the Environmental Protection Act, Section 14.

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

Environmental Spills or other emergency per vehicle requiring response. (Non-Resident/Property owners in Elizabethtown-Kitley)

100% of the Ministry of Transportation Claim Rate as set by the province for the first hour or part thereof per municipally owned vehicle and 50% of the Ministry Claim Rate for every 1/2 hour or part thereof per municipally owned vehicle after 1st hour.

Hazardous Materials spills and clean up.

Total replacement costs if any contaminated or damaged equipment or materials used in the cleanup of hazardous materials and the approved disposal of equipment or material in accordance with Federal and Provincial Acts.

Fire Agreements

\$25.00 Charges for non-essential services.

Fire Code compliance letters	\$50.00 File research and written confirmation.
Fire reports	\$50.00 File research and written confirmation.
Inspections - occupancy, institutional	\$100.00 Request for inspection of property.
Licensing - Liquor	\$100.00 Request for inspection of property
Special Occasion Permits	\$100.00 Request for inspection of property
General <600 square meters	\$100.00 Request for inspection of property
(Excluding residence)>600 square meters	\$150.00 Request for inspection of property
Private Day Care	\$100.00 Request for inspection of property
Private home for developmentally handicapped and Group homes	\$100.00 Request for inspection of property
Where specialized equipment is required to aid in fire suppression, determining origin/cause/circumstances of any event and for any post incident response such as clean up where a private contractor would be necessary to assist fire and emergency services.	As billed to the municipality.

Recreation and Parks:	
Recreation Diamond & Fairground Rentals	
Land and Single Game	\$35
Diamond Tournament Per Day, per diamond	\$150
Fairground Per Day Hydro Included	\$250
Program Fees	
Swimming Lessons - Per Child Rate	\$75
Swimming Lessons - Family Rate (3 Children)	\$200

Waste Disposal:	
Bag Tags (10 tags per sheet)	\$16.00
Personal ¼ to ½ Ton or up to 8 Foot Trailer	\$55.00
Dump Trailer, Trailer With Racks or Trailer over 8'	\$80.00
Dump Trailer with more than 2 foot high sides	\$155.00
Below 900 kg with rack/trailer*	\$230.00
900 kg up to 4,499 kg*	\$380.00
4,500 kg* and above	\$680.00
Upholstered Furniture/Mattresses/Box Springs	\$12.00

Planning:

On-staff Planner	\$80 per hour
Administrative Support	\$40 per hour
Entrance Permit	\$100
Public meeting & special meetings of council	\$200 per meeting
Text and/or schedule revisions for Official Plan	remove
Text and/or schedule revisions for zoning By-law	remove
Amendment to the Official Plan	\$2,500 *
Amendment to the Zoning By-law	\$2,100 *
Concurrent Application for both OP and Zoning Amendments	\$3,600 *
Plan of Subdivision/Condominium Applications	\$5,000 *
Mining Operations (other than a pit or quarry)	\$5,000 *
Site Plan application	\$1,000 *
Site Plan Agreement	\$500 *
Site Plan Amendment	\$500 *
Minor Variance	\$800 *
Extension, enlargement or other charge to a non-conforming use	\$800 *
Removal of holding Zone/Symbol	\$500 *
Consent Application Review	\$500 *
Agreement to fulfill consent agreement	\$700 *
Agreement to amend an existing Subdivision Agreement	\$700 *
Deeming By-laws	\$650 *
Requirement to obtain professional advice in order to process a request	\$700 *
Written confirmation of Zoning	\$100
Written confirmation of O.P.	\$100
Written confirmation of any other request	\$100
Renewal Energy Projects Less than 10KW	remove
Renewal Energy Projects 10KW to 1MW	remove
Renewal Energy Projects Greater than 1MW	remove
Basic Hook-up Charge	\$1,006.22
Conveyance of Parkland Cash-in-Lieu (per new lot/building)	\$500
MDS Calculation Fee (per calculation)	\$100 *

* Plus any additional billed costs