

**THE CORPORATION OF  
THE TOWNSHIP OF GALWAY-CAVENDISH & HARVEY**

**BY-LAW No. B2007-93**

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**BEING A BY-LAW TO IMPOSE AND CONSOLIDATE USER FEES  
AND CHARGES**

**WHEREAS** Section 391 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, authorizes municipalities and local boards to impose fees or charges on persons for services or activities provided or done by or on behalf of it; 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 for the use of its property under its control;

**AND FURTHER** that the costs included in a fee or charge may include costs incurred by the municipality or local board related to administration, enforcement and the establishment, acquisition and replacement of capital assets;

**AND FURTHER** that a fee or charge may be imposed whether or not it is mandatory for the municipality or local board imposing the fee or charge to provide or do the service or activity, pay the costs or allow the use of the property;

**AND WHEREAS** Section 69 of the Planning Act, R.S.O. 900, C.P.13 as amended provides that the Council of a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** by-laws imposing fees and charges are authorized by various other statutes;

**NOW THEREFORE** the Council of the Corporation of the Township of Galway-Cavendish & Harvey hereby enacts as follows:

1. That Schedules "A"-“G” attached hereto shall comprise the list of fees and charges for the Corporation of the Township of Galway-Cavendish & Harvey.
2. That all the fees and charges included in Schedule “A” attached hereto are hereby adopted by Council if not otherwise done so by by-law.
3. That by-law number B2002-125 is repealed in its entirety on January 1<sup>st</sup>, 2008.
4. That this by-law shall be effective January 1<sup>st</sup>, 2008.

READ A FIRST time this 28<sup>th</sup> day of August, 2007.

READ A SECOND time this 28<sup>th</sup> day of August, 2007.

READ A THIRD TIME AND FINALLY PASSED this 28<sup>th</sup> day of August, 2007.

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Reeve - Tom Flynn

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Clerk - Natalie Garnett

Schedule "A" to Fees and Charges By-law 2007-93

Fees and Charges for Administrative Services		
Authority	Description	Fee Charged
	<i>Lawyers Requests – Part A</i>	
Section 391 of the Municipal Act 2001, S.O. 2001, c.25  B2006-38	Tax Certificates	\$30.00
	Zoning Request	\$30.00
	Work Orders	\$30.00
	Survey Compliance Statements	\$30.00
	Building Permit Information	\$30.00
	<i>Freedom of Information and Protection of Privacy Act (FOI) Requests – Part B</i>	
Section 3, Subsection 45 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, M.56	To enact a FOI request	\$5.00
	Photocopies & printouts	\$0.25/page
	Manually searching for a record after first two hours	\$15.00/hr
	Preparation of record for disclosure	\$15.00/hr
	If a Head believes the cost of the search will exceed \$25.00, the Head may require a deposit equal to 50% of the estimate before completing the search.	To be determined
	<i>Other Charges – Part C</i>	
Section 391 of the Municipal Act 2001, S.O. 2001, c.25	Photocopies (letter size)	\$0.25/page
	Photocopies (legal size)	\$0.25/page
	Photocopies (ledger size)	\$0.25/page
Section 391 of the Municipal Act 2001, S.O. 2001, c.25	Township Hats	\$10.00 each
	Township Maps – Plotter size	\$15.00 each
Line Fences Act R.S.O. 1990	Fence Viewing – To initiate the fence viewing	n/c
Section 391 of the Municipal Act 2001, S.O. 2001, c.25	NSF Cheque	\$25.00
Section 391 of the Municipal Act 2001, S.O. 2001, c.25  B2006-36	Purchase of Shoreline Road Allowances	\$20.00/foot
	Shoreline legal fees for "Series" purchases	\$800.00
	Shoreline legal fees for "individual" purchases	\$2,300.00
Section 391 of the Municipal Act 2001, S.O. 2001, c.25  B2007-54	Civil marriage ceremony – at Township Office	\$250.00
	Civil marriage ceremony – at alternate location	\$300.00
Section 398(2) of the Municipal Act 2001, S.O. 2001, c.25  B2007-76	Buckhorn Street Lights – Commercial (2007)	\$110.00
	Buckhorn Street Lights – Residential (2007)	\$100.00
	<i>Tax Sale Services – Part D</i>	
Section 385 of the Municipal Act 2001, S.O.	Preparation of Tax Arrears Certificate	\$200.00
	Passage of Extension Agreement by Council	\$100.00

2001 c.25	Property advertised for sale by tender	\$100.00
B2005-114	Schedule of fees to be charged for procedures undertaken by third party collection agent	Contract Treasurer/Tax Collector

Schedule "B" to Fees and Charges By-law 2007-93

Fees and Charges for Building and Planning Department		
Authority	Description	Fee Charged
	<i>Trailer Camp Permit – Part A</i>	
Section 151 of the Municipal Act 2001, S.O. 2001 c.25	1-50 sites	\$50.00
	51-100 sites	\$100.00
	101-200 sites	\$150.00
	201-300 sites	\$200.00
	300+ sites	\$250.00
	<i>Planning Matters – Part B</i>	
Section 69 of the Planning Act, R.S.O. 1990, C.P. 13  B2006-37	Official Plan Amendment	\$1,375.00
	Residential Zoning By-law Amendment	\$800.00
	Commercial Zoning By-law Amendment	\$800.00
	Minor Variance	\$600.00
	Re-circulations (amended or deferred applications)	\$100.00
	Site plan, pre-development or re-development requiring an agreement with Township Council	\$300.00
	Plan of subdivision or condominium	\$1,100.00
	Deeming By-law or merger agreement	\$300.00
	Encroachment agreement	
Security deposit – required for OP amendment, site plan, plan of subdivision or condominium	\$4,000.00	
	<i>Building Construction, Permits, Demolition, Change of Use Permits and Inspections – Part C</i>	
Section 8 of the Building Code Act, Ontario Regulation 403/97  B2006-35	"C" Low density residence – fee/sq ft	\$0.85
	Minimum fee – to 2,250 sq ft	\$1,910.00
	"C" Multiple residence– fee/sq ft	\$0.85
	Minimum fee – to 2,250 sq ft	\$1,910.00
	"C" Major Alterations to residential (\$50,000.00 construction value – fee/sq ft)	\$0.65
	Minimum fee – to 2,250 sq ft	\$1,910.00
	"C" Residential demolition	\$210.00
	"C" Residential garage, carport, minor alternations, additions, retrofits, wood stoves, pool, temporary buildings	
	Fee per sq ft	\$0.70
	Minimum fee – up to 300 sq ft	\$210.00
	"A""B""D""E""F" Industrial/commercial	
	Fee per sq ft	\$0.85
Minimum fee – up to 2,500 sq ft	\$2,125.00	
"A""B""D""E""F" Industrial/commercial Major additions \$50,000.00 construction value		
Fee per sq ft	\$0.85	
Minimum fee – up to 2,500 sq ft	\$2,125.00	
"A""B""D""E""F" Industrial/commercial		

Minor additions	
Fee per sq ft	\$0.65
Minimum fee – up to 2,500 sq ft	\$1,625.00
“A””B””D””E””F” Industrial/commercial Demolitions	\$210.00
Farm buildings – fee per sq ft	\$0.65
Minimum fee – up to 2,500 sq ft	\$1,625.00
Farm buildings – additions, alterations, accessory buildings, hobby farms	
Fee per sq ft	\$0.24
Minimum fee – up to 1,000 sq ft	\$240.00
Occupancy permit (partial)	\$120.00
Occupancy permit (final)	n/c
Renewal of permit	\$130.00
Transfer of permit	\$65.00
Discharge of order/deferral of revocation	\$120.00
Re-inspection of any stage of construction more than twice	\$120.00
Building without a permit	Permit fees are doubled if construction is started without obtaining a permit, to a maximum of \$5,000.00

Schedule "C" to Fees and Charges By-law 2007-93

Fees and Charges for Licensing		
Authority	Descriptions	Fee Charged
	<i>Provincial Lottery Licencing – Part A</i>	
Order in Council 2699/93 (as amended by OIC 2038/97 and 267/98)	Nevada	n/c
	Raffle	n/c
	Blanket Lottery	n/c
	Bingo	n/c
	Bazaar	n/c
	<i>Marriage Licenses – Part B</i>	
Marriage Act, RSO 1990, m.3	Ontario Marriage License	\$100.00
	<i>Animal Control Licensing – Part C</i>	
Section 391 of the Municipal Act 2001, S.O. 2001, c.25  B2003-69	Dog tag purchased before March 31 <sup>st</sup> of the current year	\$12.00
	Dog tag purchased after March 31 <sup>st</sup> of the current year	\$20.00
	Kennel licence	\$75.00

Schedule "D" to Fees and Charges By-law 2007-93

Fees and Charges for Fire and Emergency Services		
Authority	Description	Fees Charged
Section 391 of the Municipal Act, 2001, S.O. c.25	Replacement 9-1-1 sign blades	\$10.00
	Replacement 9-1-1 sign poles	\$15.00
	<i>Requested Fire Inspections – Part A</i>	
Section 391 of the Municipal Act, 2001, S.O. c.25  B2006-45	Institutional, industrial, provincial or federal occupancies	\$70.00/inspection
	Assembly structures, government funded day care centre, group homes and schools	\$50.00/inspection
	Commercial – i.e. restaurants, lodges, inns, rental units, retail stores, offices	\$35.00/inspection
	Residential single family units	\$25.00/inspection
	<i>Other Requested Inspections or Reports – Part B</i>	
Section 391 of the Municipal Act, 2001, S.O. c.25  B2006-45	Special occasion permits in locations not inspected annually	\$25.00
	Liquor licence	\$25.00
	Compliance letters	\$30.00
	Fire reports	\$25.00
	<i>Incidents Involving Hazardous Materials – Part C</i>	
Section 391 of the Municipal Act, 2001, S.O. c.25  B2006-45	Cost of equipment and manpower of the Fire Department	billed at the current rate as established by MTO
	Costs to Township and/or Fire Department for specialized equipment, material or manpower to clean-up incident	To be determined
	Total replacement cost for any contaminated or damaged equipment or materials used in the clean-up or containment of hazardous materials according to the direction of the controlling Federal or Provincial Ministry	To be determined

Schedule "E" to Fees and Charges By-law 2007-93

Fees and Charges for Public Works (Roads)		
Authority	Description	Fees Charged
	<i>Entrance Permits</i>	
Section 391 of the Municipal Act, 2001, S.O. c.25  R2000-59	Administration fee	\$50.00
	Deposit (refundable)	\$450.00

Schedule "F" to Fees and Charges By-law 2007-93

Fees and Charges for Public Works (Public Water Systems)		
Authority	Description	Fees Charged
Section 391 of the Municipal Act, 2001, S.O. c.25	Turn on or off water to residence – Part A	\$30.00
Section 398(2) of the Municipal Act, 2001, S.O. c.25	Repair of damage to water line If municipal water line is damaged during work by the homeowner or their designate, 100% of the costs of repair will be added to the tax account.	To be determined
<i>Alpine Village/Pirates Glen – Part B</i>		
Section 8-11, 78-91 of the Municipal Act, 2001, S.O. c.25  B2007-76	Annual fees - 2007	\$525.00
<i>Buckhorn Lake Estates – Part C</i>		
Section 8-11, 78-91 of the Municipal Act, 2001, S.O. c.25  B2007-76	Annual fees - 2007	\$670.00

Schedule "G" to Fees and Charges By-law 2007-93

Fees and Charges for Public Works (Environmental Services)		
Authority	Description	Fees Charged
	<i>Tipping Fees</i>	
Section 391 of the Municipal Act 2001, S.0 c.25	Tire – up to 17"	\$5.00
	Tire – over 17"	\$15.00
	Boat – up to 10'	\$25.00
	Per additional foot, up to 5' limit	\$5.00
	Appliances	\$10.00
	Appliances without Freon removal certificate	\$50.00
	Furniture – large item	\$10.00
	Furniture – small item	\$5.00
	Construction and demolition materials	
	Pick-up box or utility trailer (4'x8'x2')	\$50.00
	Per cubic yard	\$25.00
	Over 2 cubic yards	not accepted
	Brush - Pick-up truck or utility trailer	\$15.00
	Brush - Oversized load	\$25.00
	Brush - Dump truck	\$50.00
Misc. metals and non-household waste		
Pick-up box or utility trailer – 2 cubic yards	\$25.00	
Oversized – extra charge per cubic yard	\$15.00	