

CORPORATION OF THE MUNICIPALITY OF HASTINGS HIGHLANDS

BYLAW 2019-001

BEING A BYLAW TO ESTABLISH USER FEES

WHEREAS SECTION 391 of the *Municipal Act, 2001* S.O. 2001, c.25, as amended provides authority for a Council of a Municipality to pass bylaws imposing fees or charges on any class of persons, for services or activities provided or done on behalf of them;

NOW THEREFORE the Council of the Corporation of the Municipality of Hastings Highlands enacts as follows:

THAT the Treasurer shall add the fees and charges imposed pursuant to this bylaw to the tax roll for any real property in the Municipality for which all of the property owners are responsible for paying fees and charges under this bylaw and collect them in the same manner as municipal taxes in accordance with Section 398 of the *Municipal Act, 2001* S.O. Chapter 25 as amended;

THAT the fees and charges listed, where applicable be subject to any applicable provincial and federal taxes and;

THAT the following Schedules "A" - Building Department Fees, "B" - Facility Rental Fees and "C" – Waste Tipping Fees shall form part of the bylaw;

THAT where a fee and charge that also exists in another bylaw that predates the effective date of this bylaw shall be the applicable fee and charge; and

THAT the following charges shall be applied for:

Council Services

- Subscription Fee – Regular Meetings of Council-Agendas \$ 75.00
- Code of Conduct/*Mun Conflict of Interest Act* Formal Complaint Fee \$ 150.00
- Administrative Research – per half hour (1 hour minimum) \$ 25.00 *
- Photocopy – Black and white – per image \$ 0.25 *
- Photocopy – Black and white – per image – Non-Profit Group \$ 0.10 *
- Photocopy – Colour copy – per image \$ 1.00 *
- Facsimile Transmission – per page (in North America only) \$ 1.00 *
- Commissioner for Taking Affidavits \$ 25.00 *
- Witnessing of Documents (except foreign pension/life pension statements-free) \$ 10.00*
- Death Certificate Registration \$ 10.00 *
- Lottery Licence – Raffle \$ 10.00
- Lottery Licence – Break Open – per box \$ 15.00
- Lottery Licence – Bingo \$10.00 fee (+total # of events x \$5.00 per event) \$ 10.00
- *Municipal Freedom of Information Act* Request Application \$ 5.00
- Business Licensing (Hawkers & Peddlers) subject to bylaw 10-2002
- Annual Kennel Application subject to bylaw 66-2004

- Highway 62 Application subject to bylaw 2016-060
- Highway 62 Sign Erected (up to 32sq. ft. 4'x8') subject to bylaw 2016-060
- Highway 62 (over 32 sq. ft.) subject to bylaw 2016-060

- Municipal Hat – Plain \$ 10.62 *
- Municipal Shirt – Short Sleeve \$ 13.28 *

Financial and Tax Department

- Tax Certificate \$ 60.00
- NSF and dishonored payments \$ 50.00
- Tax Account Statement – to registered property owner \$ 20.00 *
- Reprint of Tax Bill \$ 20.00 *
- Tax Sale Registration Administration Fee \$ 450.00
- Property Roll History Search – Capital Gains \$ 150.00 *
\$25 per half hour thereafter
- Refund of Payments on Overpaid Taxes \$ 10.00
(unless credit is generated through MPAC)

Property

- Compliance letters including Micro-Fit letters \$ 100.00
- Compliance letters – FIT program \$ 100.00
- Compliance letter – when legal opinion required \$ 500.00
- Building Department Inspection (not related to permits) \$ 100.00 *
- Additional Building Department Inspection (over required) \$ 100.00
- 911 maps, each \$ 5.00 *
- Zoning maps, each \$ 5.00 *
- Copy of comprehensive zoning bylaw \$ 100.00 *
- Land severance Cash-in-lieu of parkland fee
Planning Act Section 51.1(3) \$ 1,000.00
- Land severance lot addition Cash-in-lieu of parkland fee
Planning Act Section 51.1(3) \$ 500.00
- Land severance Easement or Right of Way
Cash-in-lieu of parkland fee *Planning Act Section 51.1(3)* \$ 500.00
- Minor variance application fee \$ 400.00
- Convey as One Parcel Agreement \$ 100.00
- Water Quality Impact Assessment Agreement \$ 100.00
- Site plan agreement \$ 400.00
- Site plan agreement – FIT projects \$ 400.00
- Rezoning application fee \$ 600.00
- Road Entrance Permit (\$100 refunded at completion) \$ 500.00
- Altered Driveway fee \$ 100.00
- Road allowance, land purchase price (for the first 150 feet)
Plus \$3.00* per foot for frontage purchase over 150 feet \$ 2,000.00 *
- Road allowance, administration fee \$ 500.00 *
- Road Development/Driveway Agreement \$ 400.00
- Right-Of-Way/Private Road Agreement \$ 400.00
- 911 sign, post and hardware \$ 50.00 *

- Right-Of-Way/Private Road Agreement \$ 400.00
- 911 sign, post and hardware \$ 50.00 *
- Recycle Blue Box (new owners – one (1) box free of charge) \$ 10.00 *

Fire

- Fire Services User Fees subject to bylaw 2017-010

Election Registration

- Filings for Registration - Mayor \$ 200.00
- Filings for Registration – All other offices \$ 100.00

Election Sign Deposit

- For Municipal Election or By-Election
 - Mayor \$ 75.00
 - Deputy Mayor \$ 75.00
 - Councillor \$ 75.00
 - Registered Third Party Advertiser \$ 75.00
 - Trustee \$ 50.00
- Federal/Provincial Election \$ 75.00
- Sign Removal \$ 10.00 per sign


Fees marked with an asterisk (*) are subject to Harmonized Sales Tax (HST).

Receipts for payments received will be sent only on the receipt of a stamped, self-addressed envelope.

Above fees shall become effective January 16, 2019.

All former Bylaws pertaining to this matter including bylaw 2018-001 are hereby repealed on the effective date of January 16th, 2019 when new fees are enacted.

ENACTED AND PASSED IN COUNCIL ON THIS 16th DAY OF JANUARY, 2019.



 Vic A. Bodnar, Mayor



 (Ms.) Pat Pilgrim, CAO/Clerk



Schedule A

2019 BUILDING DEPARTMENT FEES

| | |
|---|---|
| Construction commencing before permit issued (Extra charge in addition to permit fee, due to additional administration) (or Provincial Offences Ticket/Penalty) | \$400.00 \$1,000.00 |
| Minimum fee for any permit | \$150.00 |
| Residential Fees per square foot (area includes all above grade floors) (\$1.00 per \$100.00 if square footage not applicable) | \$1.00 per sq.ft. |
| \$0.70 per square foot for a finished basement and (finished or unfinished) walkout basement | \$0.70 per sq.ft. |
| \$0.60 per square foot for an unfinished basement/heated crawl space | \$0.60 per sq.ft. |
| \$0.45 per square foot for new footings/foundation only under an existing building including pier foundations and unheated crawl spaces | \$0.45 per sq.ft. |
| Commercial/Industrial Fees per square foot (\$1.00 per \$100.00 if square footage not applicable) | \$0.60 per sq.ft. |
| Accessory/Decks, Balconies fees per square foot Farm/Hunting/Outbuilding (\$1.00 per \$100.00 if square footage not applicable) | \$150.00 + \$0.40 per sq.ft. |
| Wood Furnaces and Chimneys/Plumbing/Demolition Renewal/Designated structures per OBC A1 1.3 | \$150.00 |
| Building Department Fire Safety and Liquor Licence Inspections Building Department letters, including each issue of inspection reports and Occupancy/Septic Use Permits | \$100.00 |
| Septic Permits including major repair and alterations Major repair and alterations include replacing tank or bed | \$600.00 |
| Minor alteration (Eg. Replace effluent filters/Baffles/Feed Pipe) (holding tank alarms) | \$300.00 |

Schedule A Cont'd

Hastings Highlands Facility/Venue Rental Fees -Schedule B

| Facility/Venue | Hourly | Daily | Licensed or Admission | Repetitive Usage (3 or more) | | |
|--|----------|--------|-----------------------|---|-------------------|-----------------------------------|
| | | | | Educational or Fitness | Meeting or Social | Hall Capacity |
| Bangor Hall | \$20/hr | \$100 | \$40/hr* | \$8/hr | \$10/hr | 133 |
| Birds Creek Hall - No Kitchen bi-level floors, not accessible | \$15/hr | \$90 | N/A | \$8/hr | \$10/hr | 51 upstairs/ 62 down total 113 |
| Birds Creek Rink Building | N/A | N/A | N/A | N/A | N/A | TBA |
| Birds Creek Diamond | | \$75 | N/A | Adult League \$400 per season Children's League no charge | | |
| Birds Creek Soccer | | \$75 | N/A | Adult League \$100 per season Children's League no charge | | |
| Hastings Highlands Centre -without Kitchen | \$35/hr* | \$200* | \$40/hr* | \$15/hr* | \$25/hr* | \$165 |
| HHC Program Room/Kitchen | \$15/hr* | \$90* | \$20/hr* | \$8/hr* | \$10/hr* | 15 |
| Lake St. Peter Hall | \$15/HR | \$75 | \$40/HR* | \$8/HR | \$10/HR | 114 dining 132 total |
| Maynooth Centre with Kitchen. | \$20/hr | \$120 | \$40/HR* | \$10/hr | \$15/hr | 150 |
| Maynooth Rink Building | N/A | N/A | N/A | \$8/HR | \$10/HR | TBA |

All charges are subject to HST. Insurance is required for all rentals, with limited exceptions.

A security deposit of \$200 (cheque or cash) may be required at the discretion of staff.

*An Attendant Fee may apply of an additional \$20/hr (one hour minimum) with two weeks notice required prior to rental

SCHEDULE C

2019 WASTE TIPPING FEES

FURNITURE & HOUSEHOLD ITEMS

COSTS

Large Items – Examples are:

\$10.00 each

Sofas Mattresses
Box Springs Upholstered Chairs
Kitchen Tables Dressers
Desks Bookcases
Carpet

Small Items - Examples are:

\$5.00 each

Wooden Chairs Plastic Chairs Doors
Small Tables Lamps
Small Shelves Windows

THE ABOVE ARE CASH ONLY ITEMS

DEMOLITION / RENOVATION / CONSTRUCTION BY-PRODUCTS OTHER THAN HOUSEHOLD GARBAGE - must be prearranged with the Municipal Office prior to any delivery of any material. **Must be taken to East Lake Site only. *Papineau Lake Site accepts only 1 load per day***

Single Axle dump truck or roll off \$200.00
Tandem Axle dump truck \$400.00
Tri Axel dump truck \$500.00

OTHER CONSTRUCTION MATERIAL

One ton truck or dual axle trailer \$125.00
Up to and including Half Ton truck or single axle trailer \$ 30.00
Fibreglass boats (boats not in metal piles) \$ 50.00

MAY BE INVOICED OR CASH

NO CHARGE ITEMS

All tires – off rims only

Electronic waste – if deposited in appropriate location for recycling

White goods – washers, dryers, stoves, refrigerators, freezer etc. (Provided they have been tagged as Freon free)

Brush – stumps must be under 10 cm. (4 inches)