

# THE CORPORATION OF THE MUNICIPALITY OF BRIGHTON

## BY-LAW NO. 075-2011

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### BEING A BY-LAW TO ESTABLISH GENERAL FEES AND SERVICE CHARGES FOR THE MUNICIPALITY OF BRIGHTON, EFFECTIVE JANUARY 1, 2012

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**WHEREAS**, *Sections 391(1) of the Municipal Act S.O. 2001, c. 25, as amended*, authorizes the Council of a local municipality to pass by-laws imposing fees or charges 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 local board; and for the use of its property including property under its control;

**AND WHEREAS**, *Section 69 of the Planning Act, R.S.O. 1990, Chapter P. 13*, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS**, *Section 7 of the Building Code Act, S.O. 1992, Chapter 23*, as amended, authorizes a municipal Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

**AND WHEREAS**, pursuant to *Section 400(f) of the Municipal Act S.O. 2001, c. 25, as amended*, the Council of the Corporation of the Municipality of Brighton provided notice of the proposed user fees and charges in *The Independent* on Thursday, December 1, 2011 and held a Public Meeting on Monday December 19, 2011.

**NOW THEREFORE** – the Council of the Corporation of the Municipality of Brighton hereby enacts as follows:

1. **THAT** the fees and charges set out in Schedules “A”, “B”, “C”, “D”, “E”, “F” and “G” attached to this By-law shall apply to every request made to the Corporation of The Municipality of Brighton and all Municipal Departments or any officer or employee of the Municipality of Brighton, including but not limited to fees or charges for requests for documents, reports, letters and other information whether written, printed or electronically produced or stored or produced or stored in any other manner, searches, inspections, applications, permits, programs and the use of its facilities or properties, or for any other service or activity provided by the Municipality to any person or other authorized costs payable by the Municipality;
2. **THAT** Interest at the rate of 15.0% per annum (1.25% per month) shall be added to overdue accounts. The amount owing may be added by the Treasurer of the municipality to the tax roll for any property for which all of the owners are responsible for paying the fees and charges.
3. **THAT** Schedules “A”, “B”, “C”, “D”, “E”, “F” and “G” attached hereto form part of this By-law.
4. **THAT** should any provision of the By-law, including any provision contained in one or more of the attached Schedules be determined by a court of competent jurisdiction to be invalid or void and of no force and effect, it is the stated intention of Council that such invalid provision shall be severable and the remainder of the By-law, including any applicable Schedule shall continue in full force and effective;
5. **THAT** By-law No. 100-2010 is hereby repealed in its entirety.
6. **THAT** this By-Law shall come into force and effect on January 1, 2012.
7. **THAT** The Short Title of this By-law shall be “The Fees and Charges By-law”.

Read a first, second and third time and finally passed this 19<sup>th</sup> day of December, 2011.

**SCHEDULE "A" TO BY-LAW NO. 075-2011  
TO THE CLERK AND TREASURY DEPARTMENTS  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
1) Marriage Licenses	\$100.00
2) Burial Permits	\$10.00
3) Birth Registrations	\$10.00
4) N.S.F. Cheque Administration Fee	\$20.00
5) Tax Certificate	\$35.00
6) Photocopies of Internal Documents	\$0.20/copy page (plus tax)
7) Records of Information Search	\$35.00/hour (plus tax)
8) Special Council Meeting requested by a ratepayer, group or corporation for their sole purpose	\$700.00
9) Commissioner of Oaths (External Documents only)	\$10.00 (plus tax)
10) Certified True Copies	\$10.00 (plus tax)

**SCHEDULE "B" TO BY-LAW NO. 075-2011**  
**TO THE BUILDING DEPARTMENT**  
**CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

<b><u>BUILDING PERMITS AND SERVICES</u></b>	<b><u>FEES</u></b>
1) Building Compliance – with survey	\$35.00
2) Residential dwellings (and new additions)	\$0.75 per square foot
3) Residential Accessory Buildings (garage, carport, boathouse, shed, etc.)	\$0.45 per square foot
4) Commercial, Industrial and Institutional (new)	\$0.50 per square foot
5) Commercial Industrial and Institutional (renovations and alterations)	\$7.50 per \$1,000.00 building value
6) Agricultural	the lesser of \$100.00 plus \$0.20 per square foot or \$100.00 plus \$8.00 per \$1,000.00 building value (see Note 2 below)
7) Decks, chimneys, woodstoves, pools (or other structures not specified herein)	\$70.00
8) Change of Use Permit	\$7.50 per \$1,000.00 building Value
9) Transmission Tower	\$12.00 per vertical foot
10) Temporary Building or Trailer	\$65.00 per 3 month period
11) Plumbing Permit fixture	\$80.00 plus \$11.00 per
12) Building Security Deposit (refundable) (new dwellings)	\$1,000.00 (see Note 3 below)
13) Demolition Permit	\$80.00
14) Minimum Building Permit Fee	
i) Residential and agricultural	\$75.00
ii) All other categories	\$110.00

**NOTE 1:** The fee calculated in accordance with the Schedule "B" above, shall be **DOUBLED** in instances where the construction commences prior to the issuance of a Building Permit.

**NOTE 2:** When determining construction value for agricultural building and structures, only a signed contract with a firm cost from a reputable contractor will be accepted.

**NOTE 3:** The Building Security Deposit shall be returned to the payee upon receipt of a written request subject to confirmation that final inspection has been completed and all deficiencies have been corrected. No deposit shall be refunded after the second anniversary of the date of the issuance of the building permit.

**SCHEDULE "C" TO BY-LAW NO. 075-2011  
TO THE PLANNING DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

<u>SERVICE</u>	<u>FEE</u>
1) Work Order Compliance	\$35.00
2) Planning/Zoning Information	\$35.00
3) Subdivision Agreement Compliance	\$35.00
4) Site Plan Compliance	\$35.00
5) Copy of Comprehensive Zoning By-Law	\$60.00
6) Copy of Official Plan	\$60.00
7) Lot or Agreement Release (Clerk)	\$50.00 + legal costs
8) Encroachment	\$100.00 + legal costs
9) LLBO Approval	\$75.00

**FEES FOR THE PROCESSING OF APPLICATIONS MADE IN RESPECT OF PLANNING MATTERS:**

<u>APPLICATION</u>	<u>FEE</u>
1) Official Plan Amendment <sup>1,2</sup> deposit	\$2,250.00 + \$1,000.00 refundable
2) Zoning By-Law Amendment	\$975.00
3) Zoning By-Law Amendment: H-Removal	\$350.00
4) Consents (Severance)	\$860.00
5) Minor Variance	\$750.00
6) Site Plan Agreement – Major <sup>1,2</sup> deposit	\$1,720.00 + \$1,000.00 refundable
7) Site Plan Agreement - Minor <sup>3</sup> deposit	\$860.00 + \$1,000.00 refundable
8) Communication Tower Site Plan deposit	\$1,375.00 + \$1,000.00 refundable
9) Plan of Subdivision/ Condominium <sup>1,2</sup>	\$2,350.00 + \$100.00 Per Unit +\$2,000.00 refundable deposit

<sup>1,2</sup> The application fees for Official Plan Amendments, Site Plan Agreements and Plans of Subdivision/Condominium are non-refundable and are used to cover the Municipality of Brighton's on-going costs related to the project.

<sup>1,2</sup> The deposit for the Official Plan Amendments, Site Plan Agreements and Plans of Subdivision/Condominium applications are refundable and used to ensure that funds are available to cover the Municipality of Brighton's planning, engineering and legal consulting costs relating to each application.

<sup>3</sup> Minor shall mean any property 10,000 square feet or less, or any residential property of four units or less.

**SCHEDULE "D" TO BY-LAW NO. 075-2011**  
**TO THE BY-LAW DEPARTMENT**  
**CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
1) Dog Tags for Natural Dogs	\$30.00
2) Dog Tag for Spayed/Neutered Dog	\$20.00
3) Kennel Licence	\$125.00
4) Refreshment Vehicles	\$250.00
5) Taxi Licences – cab	\$80.00/cab
6) Taxi Licences – driver	\$20.00/driver
7) Salvage Yard Licence	\$35.00
8) Signs – Permanent	\$50.00
9) Signs – Portable	\$30.00
10) Signs – Sandwich Boards	\$20.00 each
11) Signs – Variance	\$125.00
12) Hawkers & Peddlers Permit	\$150.00

**SCHEDULE "E" TO BY-LAW NO. 075-2011  
TO THE PARKS AND RECREATION DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

**Fees are applicable January 1, 2012 – May 31, 2012**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
<b>Ice Rentals – Taxes Included</b>	
1) Minor Sports	\$100.00 per hour
2) Prime Rates and Men’s Leagues	\$132.50 per hour
3) Public Skating Prices – flat fee	\$2.00 per person
<b>Arena Rentals – Taxes Included</b>	
4) Arena (Local Residents)	\$387.00 + \$113.00 Set up Fee
5) Arena (Local Residents) with Snack Bar	\$447.00 + \$113.00 Set up Fee
6) Arena (Non-Residents)	\$507.00 + \$113.00 Set up Fee
7) Arena (Non-Residents) with Snack Bar	\$562.00 + \$113.00 Set up Fee
8) Ball/Roller Hockey	\$53.00 per hour
9) Arena Weekly Canteen Rental	\$113.00
<b>Soccer Field Rentals (per game): - Taxes Included</b>	
9) Men’s League	\$28.00
10) Men’s League with lights	\$44.00
11) Minor Soccer League	\$2,635.00 per year
<b>Diamond Rentals (per game): - Taxes Included</b>	
12) Minor Sports	\$14.50
13) Minor Sports with lights	\$24.70
14) Adult	\$25.25
15) Adult with lights	\$30.75
16) Hardball	\$20.35
17) Hardball with lights	\$30.75
<b>Advertising: - Taxes Included</b>	
18) Wall	\$ 95.00
19) Boards	\$155.00
20) Zamboni	\$245.00

\*all Parks and Recreation fees are taxes included, unless otherwise indicated

**SCHEDULE "E" TO BY-LAW NO. 075-2011  
TO THE PARKS AND RECREATION DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

**Fees are applicable January 1, 2012 – May 31, 2012**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
<b>Marinas: -</b>	
21) Seasonal Rate	\$30.00 per foot, plus taxes
22) Daily Rate	\$1.30 per foot, plus taxes
23) Boat Launch Pass (Seasonal)	\$55.00, taxes included
24) Daily Boat Launch Pass	\$ 5.00, taxes included

**Community Centre Fees: - Taxes Extra**

*Monday – Friday (to 4:00 pm on Friday):*

25) Rental - ½ Day	\$41.00, plus taxes
26) Rental - ½ Day With Kitchen	\$51.00, plus taxes
27) Rental – Full Day	\$76.45, plus taxes
28) Rental – Full Day With Kitchen	\$102.00, plus taxes

*Weekend Rentals – Friday 4:00 pm – Sunday 11:00 pm:*

29) Rental – ½ day, Divided Hall	\$51.00, plus taxes
30) Rental – ½ day, Divided Hall With Kitchen	\$76.50, plus taxes
31) Rental – Full Day	\$102.00, plus taxes
32) Rental – Full Day With Kitchen	\$127.50, plus taxes
33) Rental – Full Day With Kitchen (and Special Occasions Permit)	\$204.00, plus taxes
34) Set Up Fee (if requested)	\$100.00, plus taxes

\*all Parks and Recreation fees are taxes included, unless otherwise indicated

\*\* Costs associated with music licencing fees (SOCAN), Special Occasion Permits, Bartenders, Extra Staffing and Event Insurance are not included in these fees.

**SCHEDULE "E" TO BY-LAW NO. 075-2011  
TO THE PARKS AND RECREATION DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

**Fees become applicable on June 1, 2012**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
<b>Ice Rentals - Taxes Included</b>	
1) Minor Sports	\$102.00 per hour
2) Prime Rates and Men's Leagues	\$135.00 per hour
3) Public Skating Prices - flat fee	\$2.25 per person
<b>Arena Rentals - Taxes Included</b>	
4) Arena (Local Residents)	\$395.00 + \$113.00 Set up Fee
5) Arena (Local Residents) with Snack Bar	\$457.00 + \$113.00 Set up Fee
6) Arena (Non-Residents)	\$517.00 + \$113.00 Set up Fee
7) Arena (Non-Residents) with Snack Bar	\$573.00 + \$113.00 Set up Fee
8) Ball/Roller Hockey	\$55.00 per hour
9) Arena Weekly Canteen Rental	\$125.00
<b>Soccer Field Rentals (per game): - Taxes Included</b>	
9) Men's League	\$28.55
10) Men's League with lights	\$45.00
11) Minor Soccer League	\$2,687.70 per year
<b>Diamond Rentals (per game): - Taxes Included</b>	
12) Minor Sports	\$14.75
13) Minor Sports with lights	\$25.20
14) Adult	\$25.75
15) Adult with lights	\$31.35
16) Hardball	\$20.75
17) Hardball with lights	\$31.35
<b>Advertising: - Taxes Included</b>	
18) Wall	\$ 96.90
19) Boards	\$158.10
20) Zamboni	\$250.00

\*all Parks and Recreation fees are taxes included, unless otherwise indicated

**SCHEDULE "E" TO BY-LAW NO. 075-2011  
TO THE PARKS AND RECREATION DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

**Fees become applicable on June 1, 2012**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
<b>Marinas: -</b>	
21) Seasonal Rate	\$30.00 per foot, plus taxes
22) Daily Rate	\$1.30 per foot, plus taxes
23) Boat Launch Pass (Seasonal)	\$55.00, taxes included
24) Daily Boat Launch Pass	\$ 5.00, taxes included
<b>Community Centre Fees: - Taxes Extra</b>	
<i>Monday – Friday (to 4:00 pm on Friday):</i>	
25) Rental - ½ Day	\$42.00, plus taxes
26) Rental - ½ Day With Kitchen	\$52.00, plus taxes
27) Rental – Full Day	\$78.00, plus taxes
28) Rental – Full Day With Kitchen	\$104.00, plus taxes
<i>Weekend Rentals – Friday 4:00 pm – Sunday 11:00 pm:</i>	
29) Rental – ½ day, Divided Hall	\$52.00, plus taxes
30) Rental – ½ day, Divided Hall With Kitchen	\$78.00, plus taxes
31) Rental – Full Day	\$104.00, plus taxes
32) Rental – Full Day With Kitchen	\$130.00, plus taxes
33) Rental – Full Day With Kitchen (and Special Occasions Permit)	\$208.00, plus taxes
34) Set Up Fee (if requested)	\$100.00, plus taxes

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\*\* Costs associated with music licencing fees (SOCAN), Special Occasion Permits, Bartenders, Extra Staffing and Event Insurance are not included in these fees.

**SCHEDULE "F" TO BY-LAW NO. 075-2011  
TO THE FIRE DEPARTMENT  
CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

<b><u>SERVICE</u></b>	<b><u>FEE</u></b>
1) Extinguish Vehicle Fire (non-resident) Fire vehicle/hour	\$410.00 (MTO rates)
2) Extinguish Control Burns - per hour	\$205.00 (per vehicle) \$35.00 (per firefighter)
3) Vehicle Accidents and Spills/Fires	\$410.00 (MTO rates)
4) Attendance Fee (no pre-notification) 1 <sup>st</sup> Incident	\$50.00
Subsequent Incidents	\$100.00
5) Work Order – Fire Report	\$35.00
 <b>Fire Department Inspection and Report Fees:</b>	
6) Single Dwelling	\$75.00
7) Duplex	\$100.00
8) Triplex	\$125.00
9) Fourplex	\$150.00
10) Apartment Buildings	\$75.00
Plus each unit additional	\$10.00
11) Industrial (0 – 4000 Square Feet)	\$125.00
4,001 – 9,999 Square Feet	\$225.00
10,000 Square Feet and above	\$300.00
12) Commercial Single Unit	\$75.00
Each additional unit	\$20.00
13) Commercial with Residential	\$100.00
Each additional commercial unit or residential	\$20.00

**SCHEDULE "G" TO BY-LAW NO. 075-2011**  
**TO THE PUBLIC WORKS DEPARTMENT**  
**TO THE ROADS DIVISION**  
**CORPORATION OF THE MUNICIPALITY OF BRIGHTON**

1) Entrance to a Culvert (15 inch x 24 feet)	\$1,100.00
2) Entrance to a Culvert (15 inch x 30 feet)	\$1,300.00
3) 911 Sign	\$50.00 (HST included)
4) Labour Rates: - <b>Applicable Taxes Extra</b>	
Operator	\$40.00
Supervisor	\$50.00
5) Equipment Rates: - <b>Applicable Taxes Extra</b>	
½ Ton Truck	\$40.00
Backhoe	\$40.00
6) Road Allowance Closure	\$400.00 plus costs (eg. Legal, appraisal, advertising, land cost)