

The Corporation of the Municipality of Brighton

By-Law No. 122-2019

**Being a By-Law to establish General Fees and Service Charges
for the Municipality of Brighton, effective January 1, 2020**

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 Wednesday, October 7, 2019 and held a Public Meeting on Monday, November 4, 2019.

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-laws No. 129-2017 and 131-2017 are hereby repealed in its entirety.
6. **That** this By-Law shall come into force and effect on January 1, 2020.
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 18th day of November, 2019.


Brian Ostrander, Mayor


Candice Doiron, Clerk

Schedule "A"
To The Clerk and Treasury Departments
Corporation of the Municipality Of Brighton

<u>Service</u>	<u>Fee</u>
1) Marriage Licenses	\$125.00
2) Burial Permits	\$10.00
3) Birth Registrations	\$10.00
4) Lottery Licence Fee	3% of Prize Value or \$10.00, Whichever is greater
5) N.S.F. Cheque Administration Fee	\$30.00
6) Tax Certificate	\$40.00
7) Statement of Tax Account for Income Tax	\$10.00
8) Reprint of Tax Bill	\$10.00
9) Tax Account Title Change (includes sales, Transfers, adding and removing mortgagee)	\$25.00
10) Reminder Letter for Unpaid Water or Taxes	\$10.00
11) Electronic Payment Transfer (wrong account for Taxes and/or water	\$10.00
12) Refund/Overpayment Recovery Processing (tax And/or water accounts)	\$10.00
13) Water and Sewer Charges added to tax account	\$20.00
14) Property Standards Order added to tax account	\$20.00
15) False Alarm Fine (Police or Fire) added to tax account	\$20.00
16) Provincial Offences (POA) Charges added to tax Account	\$20.00
17) WSIB or Hydro One Orders added to tax account	\$20.00
18) Water Account Owner Information Update (includes sales, transfers)	\$25.00
19) Photocopies of Internal Documents	\$0.30/copy/page (plus tax)
20) Records of Information Search	\$55.00/hour (plus tax)
21) Special Council Meeting requested by a ratepayer, group or corporation for their sole purpose	\$750.00, plus tax
22) Freedom of Information and Protection of Privacy Act Search – Fees are defined in the Freedom of Information and Protection of Privacy Act, RSO 1990 Regulation 460. Amended to O. Reg. 92.07 and as amended from time to time	As per MFIPPA
23) Commissioner of Oaths (pension documents for Brighton residents exempt)	\$10.00 (plus tax)
24) Certified True Copies	\$10.00 (plus tax)

Schedule "A" (continued)

25) Closed Meeting Investigation Fee	\$25.00 (plus tax)
26) Integrity Commissioner Investigation (Complaint Filing Fee)	\$25.00 (plus tax)

Schedule "B"
To The By-Law Department
Corporation of the Municipality Of Brighton

<u>Service</u>	<u>Fee</u>
1) Dog Tags for Natural Dogs	
i) Prior to March 1	\$30.00
ii) March 1 and later	\$35.00
2) Dog Tag for Spayed/Neutered Dog	
i) Prior to March 1	\$20.00
ii) March 1 and later	\$25.00
3) Kennel Licence	\$150.00
4) Refreshment Vehicles	\$275.00
5) Taxi Licences – cab	\$80.00/cab
6) Taxi Licences – driver	\$20.00/driver
7) Salvage Yard Licence	\$50.00
8) Fill Control Application (subject to 90 day renewal)	\$200.00, plus \$2,000, trust deposit, plus peer review fees
9) Fill Control Initial Permit (subject to 90 day renewal)	\$500.00 (includes application fee), Plus \$2.00/cubic metre of fill
10) Extension of Fill Control Permit (subject to 90 day renewal)	50% of Fill Control Initial Permit Fee
11) Signs – Permanent (note 1)	\$75.00
12) Signs – Portable (note 1)	\$50.00
13) Signs – Sandwich Boards (note 1)	\$30.00 each
14) Signs – Variance	\$150.00
15) Hawkers & Peddlers Permit	\$240.00

Note 1: The sign permit fee shall be DOUBLED in instances where the installation of the sign commences prior to the issuance of a Sign Permit

Schedule "C"
To The Parks and Recreation Department
Corporation of the Municipality Of Brighton

Fees are applicable January 1, 2020 – May 31, 2020

<u>Service</u>	<u>Fee</u>
Ice Rentals – Taxes Included	
1) Minor Sports	\$107.00 per hour
2) Prime Rates and Men's Leagues	\$145.00 per hour
3) Public Skating Prices – Friday	\$3.00 per person
4) Public Skating Prices – Wednesday	\$2.00 per person
5) Public Skating Sponsorship	\$125.00 per hour
6) Single Skater	\$15.00 per hour
Arena Rentals – Taxes Included	
1) Arena (Local Residents) Daily	\$400.00 + \$113.00 Set up Fee
2) Arena (Local Residents) with Snack Bar Daily	\$467.00 + \$113.00 Set up Fee
3) Arena (Non-Residents) Daily	\$525.00 + \$113.00 Set up Fee
4) Arena (Non-Residents) with Snack Bar Daily	\$580.00 + \$113.00 Set up Fee
5) Evening and Weekend Summer Arena Floor Rentals for sporting events (from 4:00 pm to 12:00 am, Monday to Friday, all day Saturday, Sunday and public holidays)	\$55.00 per hour
6) Daytime Summer Arena Floor Rental for Sporting events (from 7:00 am to 4:00 pm, Monday – Friday)	\$30.00 per hour, taxes included
7) Summer Arena Floor Rental for Trade Shows And Home Shows (available from April 1 – August 1)	\$525.00/day
6) Arena Monthly Canteen Rental	\$300.00 per month
Advertising: - Taxes Included	
1) Wall	\$105.00
2) Boards	\$165.00
3) Zamboni	\$260.00

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

Schedule "C"
To The Parks and Recreation Department
Corporation of the Municipality Of Brighton

Fees are applicable January 1, 2020 – May 31, 2020

Community Centre Fees: - Taxes Extra

<u>Service</u>	<u>Fee</u>
<i>Monday – Friday (to 4:00 pm on Friday):</i>	
1) Rental - ½ Day	\$51.00, plus taxes
2) Rental - ½ Day With Kitchen	\$61.00, plus taxes
3) Rental – Full Day	\$97.00, plus taxes
4) Rental – Full Day With Kitchen	\$122.50, plus taxes
 <i>Weekend Rentals – Friday 4:00 pm – Sunday 11:00 pm:</i>	
1) Rental – ½ day, Divided Hall	\$61.00, plus taxes
2) Rental – ½ day, Divided Hall With Kitchen	\$97.00, plus taxes
3) Rental – Full Day	\$122.50, plus taxes
4) Rental – Full Day With Kitchen	\$150.00, plus taxes
5) Rental – Full Day With Kitchen (and Special Occasions Permit)	\$240.00, plus taxes
6) Set Up Fee (if requested)	\$25.00 each, 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 "C"
To The Parks and Recreation Department
Corporation of the Municipality Of Brighton

<u>Service</u>	<u>Fee</u>
<u>Fees become applicable on June 1, 2020</u>	
Ice Rentals – Taxes Included	
1) Minor Sports	\$107.00 per hour
2) Prime Rates and Men's Leagues	\$145.00 per hour
3) Public Skating Prices – flat fee Fridays	\$3.00 per person
<u>Fees become applicable on June 1, 2020</u>	
Arena Rentals – Taxes Included	
1) Arena (Local Residents) - Daily	\$400.00 + \$113.00 Set up Fee
2) Arena (Local Residents) Daily with Snack Bar	\$467.00 + \$113.00 Set up Fee
3) Arena (Non-Residents) Daily	\$525.00 + \$113.00 Set up Fee
4) Arena (Non-Residents) with Snack Bar Daily	\$580.00 + \$113.00 Set up Fee
5) Ball/Roller Hockey	\$55.00 per hour
6) Arena Monthly Canteen Rental	\$300.00
<u>Fees become applicable on January 1, 2020</u>	
Soccer Field Rentals (per game): - Taxes Included	
1) Men's League	\$30.00
2) Men's League with lights	\$45.50
3) Minor Soccer League	\$2,750.00 per year
<u>Fees become applicable on January 1, 2020</u>	
Diamond Rentals (per game): - Taxes Included	
1) Minor Sports	\$17.00
2) Minor Sports with lights	\$26.25
3) Adult	\$26.50
4) Adult with lights	\$32.50
5) Hardball	\$21.50
6) Hardball with lights	\$32.50
7) 1 Day Ball Tournament – no lights	\$150.00
8) Ball Canteen Rental	\$321.00 per season
<u>Fees become applicable on June 1, 2020</u>	
Advertising: - Taxes Included	
1) Wall	\$125.00
2) Boards	\$200.00
3) Zamboni	\$300.00

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

Schedule "C"
To The Parks and Recreation Department
Corporation of the Municipality Of Brighton

Fees become applicable on January 1, 2020

<u>Service</u>	<u>Fee</u>
Marinas:	
1) Seasonal Rate	\$42.25 per foot, plus taxes
2) Daily Rate	\$1.75 per foot, plus taxes
3) Boat Launch Pass (Seasonal)	\$55.00, taxes included
4) Daily Boat Launch Pass	\$ 5.00, taxes included

Fees become applicable on June 1, 2020
Community Centre Fees: - Taxes Included

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

1) Rental - ½ Day	\$60.00
2) Rental - ½ Day With Kitchen	\$70.00
3) Rental – Full Day	\$125.00
4) Rental – Full Day With Kitchen	\$150.00

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

1) Rental – ½ day, Divided Hall	\$75.00
2) Rental – ½ day, Divided Hall With Kitchen	\$100.00
3) Rental – Full Day	\$125.00
4) Rental – Full Day With Kitchen	\$175.00
5) Rental – Full Day With Kitchen (and Special Occasions Permit)	\$250.00
6) Set Up Fee (if requested)	\$30.00 each, 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 "D"
To The Fire Department
Corporation of the Municipality Of Brighton

<u>Service</u>	<u>Fee</u>
1) Extinguish Vehicle Fire (non-resident) Fire vehicle/hour	Current MTO Rates
2) Extinguish Control Burns - per hour	Current MTO Rates
3) Vehicle Accidents and Spills/Fires	Current MTO Rates
4) Burn Permits, per Calendar Year	\$20.00
5) Attendance Fee (no pre-notification) 1 st Incident	\$75.00
Subsequent Incidents	\$150.00
6) Work Order – Fire Report	\$75.00

Fire Department Inspection and Report Fees:

7) Single Dwelling	\$100.00
8) Duplex	\$150.00
9) Triplex	\$175.00
10) Fourplex	\$200.00
11) Apartment Buildings Plus each unit additional	\$200.00 \$25.00
12) Special Occasion Inspection and Compliance	\$100.00
13) Private Daycare Inspection	\$75.00
14) Private Home for Developmentally Challenged And Group Homes Inspection	\$100.00
15) Industrial (0 – 4000 Square Feet)	\$125.00
4,001 – 9,999 Square Feet	\$225.00
10,000 Square Feet and above	\$300.00
16) Commercial Single Unit	\$75.00
Each additional unit	\$25.00
17) Commercial with Residential	\$100.00
Each additional commercial unit or residential	\$25.00

Schedule "E"
To The Public Works Department
To The Roads Division
Corporation of the Municipality Of Brighton

<u>Service</u>	<u>Fee</u>
1) 911 Sign	\$50.00 (HST included)
2) Labour Rates: - Applicable Taxes Extra	
Operator	\$55.00
Supervisor	\$65.00
3) Equipment Rates: - Applicable Taxes Extra	
Pick up Truck	\$50.00
Large Truck	\$85.00
Backhoe	\$75.00
4) LLBO Approval	\$80.00

Schedule "F"
To The Planning Department
Corporation of the Municipality Of Brighton

<u>Service or Application</u>	<u>Fee</u>
1) Entrance Permit	\$500.00 application fee
3) Open Road Cut Permit	\$350.00, plus \$3,000.00 deposit
4) Bore Under Municipal Road Permit	\$350.00, plus \$3,000.00 deposit
5) Permission to Access a Municipal Right of Way Permit	\$350.00, plus \$3,000.00 deposit
6) Road Allowance Closure	\$700.00 plus costs (eg. Legal, appraisal, advertising, land cost)
7) Encroachment	\$700.00 application fee, plus costs (legal, survey, advertising)
8) Work Order Compliance	\$80.00
9) Planning and Zoning Information	\$80.00
10) Subdivision Agreement Compliance	\$80.00
11) Site Plan Compliance	\$80.00
12) Copy of Comprehensive Zoning By-law	\$100.00
13) Copy of Official Plan	\$100.00
14) Lot or Agreement Release (Clerk)	\$100.00 plus legal costs

Fees for the processing of applications made in respect of planning matters:

<u>Application</u>	<u>Fee</u>
1) Official Plan Amendment, Major Residential ^{1,2}	\$8,000.00 + \$1,000.00 (trust deposit)
2) Official Plan Amendment, Major Commercial ^{1,2}	\$12,000.00 + \$1,000.00 (trust deposit)
3) Official Plan Amendment, Other ^{1,2}	\$3,500.00 + \$1,000.00 (trust deposit)
4) Zoning By-Law Amendment, Major Residential	\$7,000.00
5) Zoning By-Law Amendment, Major Commercial	\$7,000.00
6) Zoning By-Law Amendment, Other	\$2,000.00
7) Combined OPA/ZBA for Major Commercial of ZBA fee and Major Residential Applications only	OPA fee, plus 50%
8) Zoning By-Law Amendment: H-Removal	\$500.00

Schedule "F" (continued)

<u>Application</u>	<u>Fee</u>
9) Consents (Severance)	\$1,000.00
10) Minor Variance, Major Residential	\$3,000.00, plus \$45.00 per unit
11) Minor Variance, Major Commercial	\$3,000.00
12) Minor Variance, Other	\$850.00
13) Site Plan Agreement, Major Residential ^{1,2}	\$3,500.00, plus \$40.00 per unit, plus \$1,000.00 (trust deposit)
14) Site Plan Agreement, Major Commercial ^{1,2}	\$5,500.00, plus \$1,000.00 (trust deposit)
15) Site Plan Agreement, Other ^{1,2}	\$3,000.00, plus \$1,000.00 (trust deposit)
16) Amending Site Plan Approval	\$1,900.00+ \$1,000.00 trust deposit
17) Application for Draft Plan of Subdivision/ Condominium	\$3,500.00 + \$200.00 per lot/unit, plus \$10,000.00 trust deposit
18) Application for Extension of Draft Plan Approval	\$2,000.00
19) Application for Amendments to Draft Plan Approved Plans and/or Conditions:	
i) Notice Required	\$3,000.00
ii) No Notice Required	\$1,250.00
20) Application for Final Approval of Plan of Subdivision/Condominium	\$3,000.00, plus \$45.00 per unit
21) Application for Part Lot Control Exemption	\$1,000.00, plus \$45.00 per unit
22) Merger of Lots Application	\$1,000.00
23) Preconsultation (fee will be credited to applicant if/when formal application is submitted within 6 months of first pre-consultation, to a maximum 2 pre-consultations (ie - credit does not apply to any preconsultations after the second)	\$500.00

¹ **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.**

² **The trust 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.**

³ **Minor shall mean any property 10,000 square feet or less, or any residential property of four units or less.**

Schedule "G"
To The Building Department
Corporation of the Municipality Of Brighton

<u>Building Permits And Services</u>	<u>Fees</u>
1) Building Compliance – with survey	\$50.00
2) Residential dwellings (and new additions)	\$1.00 per square foot
3) Residential Accessory Buildings (garage, carport, boathouse, shed, etc.)	\$0.65 per square foot
4) New Commercial Building Permit	\$1.15 per square foot
5) New Industrial Building Permit	\$0.50 per square foot
6) New Institutional Building Permit	\$1.15 per square foot
7) Commercial Renovations Permit	\$14.00 per \$1,000.00 building value
8) Industrial Renovations Permit	\$8.00 per \$1,000.00 building value
9) Institutional Renovations Permit	\$14.00 per \$1,000.00 building value
10) Agricultural Building Permit (Includes agricultural buildings and Structures such as barns, farm equipment Storage buildings, silos, stables (see Note 2 below)	the lesser of \$100.00 plus \$0.30 per square foot or \$100.00 plus \$9.00 per \$1,000.00 building value
11) Decks, chimneys, woodstoves, pools (or other structures not specified herein)	\$160.00
12) Change of Use Permit	\$10.00 per \$1,000.00 building value
13) Transmission Tower	\$400.00
14) Temporary Building or Trailer	\$100.00 per 3 month period
15) Revisions to Plans after Building Permit is issued	\$123.00
16) Revisions to plans after permit is issued, non-residential per square foot of revised building area	\$0.10 per square foot
17) Alternative Solution Fee	\$600.00, plus third party review cost
18) Inspection Cancellation Fee within 24 hours (when inspection has been booked and works are not complete)	\$50.00
19) Building Security Deposit (refundable) (new dwellings)	\$2,000.00 (see Note 3 below)
20) Demolition Permit	\$205.00
21) Occupancy Permit	\$119.00

Schedule "G" (continued)

Building Permits And Services

Fees

22) Minimum Building Permit Fee	
i) Residential and agricultural	\$150.00
ii) All other categories	\$200.00

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.**