

The Corporation of the Municipality of Brighton

By-law No. 102-2024

Being a By-law to establish 2025 General Fees and Charges for the Municipality of Brighton, effective January 1, 2025

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, 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 on our Municipal Website and social media accounts and held a Public Meeting on Monday, December 2, 2024.

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" and "E" 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" and "E" 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. 115-2023 is hereby repealed in its entirety;
6. That this By-law shall come into force and effect on January 1, 2025; and
7. That The Short Title of this By-law shall be "2025 General Fees and Charges By-law."

Read a first, second and third time, and finally passed this **17** day of **December 2024**.

Schedule A

To the Clerk and Treasury Departments

Corporation of the Municipality of Brighton

Service	2025 Fee
1) Marriage Licenses	\$125.00
2) Burial Permits	\$10.00
3) Birth Registrations	\$10.00
4) Lottery Licence Fee	3% of Prize Value or \$50.00, Whichever is lesser (tax incl)
5) N.S.F. Cheque Administration Fee	\$40.00 (tax incl)
6) Tax Certificate	\$40.00 (tax incl)
7) Statement of Tax Account for Income Tax	\$10.00 (tax incl.)
8) Reprint of Tax Bill	\$10.00 (tax incl.)
9) Tax Account Title Change (includes sales, Transfers, adding and removing mortgagee)	\$25.00 (tax incl)
10) Reminder Letter for Unpaid Water or Taxes	\$10.00 (tax incl.)
11) Electronic Payment Transfer (wrong account for Taxes and/or water	\$10.00 (tax incl.)
12) Refund/Overpayment Recovery Processing (tax And/or water accounts)	\$10.00 (tax incl.)
13) Water and Sewer Charges added to tax account	\$20.00 (tax incl)
14) Property Standards Order added to tax account	\$20.00 (tax incl)
15) False Alarm Fine (Police or Fire) added to tax account	\$20.00 (tax incl)
16) Provincial Offences (POA) Charges added to tax Account	\$20.00 (tax incl)
17) WSIB or Hydro One Orders added to tax account	\$20.00 (tax incl)

Service	2025 Fee
18) Water Account Owner Information Update (includes sales, transfers)	\$25.00 (tax incl)
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	As per MFIPPA - 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
23) Commissioner of Oaths (pension documents for Brighton residents exempt)	Documents for Service Ontario \$25 - regular commission documents \$10 for residents - \$15 for non-residents (plus tax) - Pension Documents for non-residents \$15.00
24) Certified True Copies	\$10 for residents - \$15 non-residents (plus tax)
25) Closed Meeting Investigation Fee	\$25.00 (plus tax)
26) Integrity Commissioner Investigation (Complaint Filing Fee)	\$25.00 (plus tax)
27) Marriage Ceremony	\$350.00 (plus tax)

To the Economic Development Department

Service	2025 Fee
1) Weekly Pop-Up Space Rental	\$100.00, plus HST
2) Bi-weekly Pop-Up Space Rental	\$150.00, plus HST
3) Monthly Pop-Up Space Rental	\$250.00, plus HST

Schedule B

To the By-Law Department

Corporation of the Municipality of Brighton

Service	2025 Fee
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	
Class 1 Licence	\$125.00
Class 2 Licence	\$150.00
4) Refreshment Vehicles	
Chip Truck	\$275.00
Ice Cream Cart	\$200.00
Ice Cream Truck	\$225.00
Hot Dog Cart	\$200.00
Food Tent	\$200.00
Special Events	\$30.00 per event
Hydro	\$20.00 per day
Relocation Fee	\$50.00
5) Salvage Yard Licence	\$250.00, plus peer review fees
6) Fill Control Application (subject to 90-day renewal)	\$200.00, plus \$2,000 trust deposit, plus peer review fees
7) Fill Control Initial Permit (subject to 90-day renewal)	\$500.00 (includes application fee), Plus \$2.00/cubic metre of fill, Plus Security Deposit of \$3,000 per Ha. Minimum \$10,000.00. Whichever is greater.
8) Extension of Fill Control Permit (subject to 90-day renewal)	50% of Fill Control Initial Permit Fee
9) Signs – Permanent (note 1)	\$75.00
10) Signs – Portable (note 1)	\$50.00
11) Signs – Sandwich Boards (note 1)	\$30.00 each
12) Signs – Variance	\$150.00
13) Hawkers & Peddlers Permit	\$240.00
14) Property Standards Service	
Certificate of Compliance	\$400.00
Inspection of Property Fee	\$120.00
15) Register Order on Title Fee	\$400.00

Service	2025 Fee
16) Request for Appeal Fee	\$50.00
17) Automatic Speed Enforcement Administrative Fee	\$8.50
18) Application to Appeal to Administrative Hearing Officer	\$75.00

Note 1: The sign permit fee shall be **doubled** in

Short Term Accommodation Service	2025 Fee
Owner-occupied STA or Bed and Breakfast (per guest room)– Inspection Year	\$200.00
Owner-occupied STA or Bed and Breakfast (per guest room) – Renewal Year	\$100.00
Whole home STA – Inspection Year	\$350.00
Whole home STA – Renewal Year	\$175.00

Schedule C

To the Parks and Recreation Department

Corporation of the Municipality of Brighton

Non Prime Time (M-F 7am-4pm)

Prime Time (M-F 4pm - 11pm, Saturdays/Sundays/Statutory Holidays)

Service	2025 Fee
Ice Rentals	
1) Minor Sports Leagues under seasonal contract	\$115.00 per hour Jan - Mar \$127.00 per hour after March
2) Prime Rates	167.00 per hour
3) Non Prime Rates	\$127.00
4) Public Skating	\$3.00 per person, 10 pass for \$30.00
5) Adult/Senior/Parent and Tot skating	\$2.00 per person, 10 pass for \$20.00
6) Public Skating Sponsorship	\$175.00/hour
7)-Non-Prime Groups of 5 or less skaters	\$15 per person per hour, \$75 minimum
8) Youth Shinny	\$5.00 per person
9) Adult Shinny	\$10.00 per person , 10 pass for \$50.00
10) Ice Resurfacer Surcharge	\$2.00 per hour
Arena Rentals	
1) Arena Floor Daily	\$525.00
2) Arena Floor Access, evening prior, max 3 hours	\$125.00
3) Floor Rental	\$65.00/hour
4) Upstairs Lobby	\$25.00/hour
Advertising:	
1) Wall	\$175.00
2) Boards/Fences	\$250.00
3) Ice Resurfacer - 1 side	\$350.00
4) Stair Risers (set)	\$150.00
Marinas:	
1) Seasonal Rate	\$50.00/ft
2) Daily Rate	\$2.00/per ft
3) Boat Launch Pass (Seasonal)	\$60.00
4) Daily Boat Launch Pass	\$5.00
4) Key Deposit	\$50.00

*all Parks and Recreation fees are taxes included

To the Parks and Recreation Department

Community Centre Fees:

1/2 day : less than 6 hours

Full day: 6 hour +

Service	2025 Fee
Monday – Friday (to 4:00 pm on Friday):	
1) Rental -1/2 day	Small side \$50.00, large side \$70.00, full hall \$85.00
2) Rental – Full Day	Small side \$100.00, large side \$150.00, full hall \$175.00
Weekend Rentals – Friday 4:00 pm – Sunday 11:00 pm:	
1) Rental –1/2 day	Small side \$100.00, large side \$140.00, full hall \$170.00
2) Rental – Full Day	Small side \$200.00, Large side \$250.00, Full hall \$300.00
3) Rental – Full Day - Serving Alcohol	\$400.00
4) Set Up /Tear Down	\$60.00

*all Parks and Recreation fees are taxes included

** Costs associated with music licencing fees (SOCAN), Special Occasion Permits,

Soccer Field Rentals (per game):	2025 Fee
1) Minor Sports/Youth	\$20.00
2) Minor Sports with lights	\$30.00
3) Minor Soccer League - unlined	\$2,850.00/season
4) Adult League	\$30.00
5) Adult League with lights	\$40.00
6) 1 Day Soccer Tournament - no lights	\$200.00

Diamond Rentals (per game): - Taxes Included	2025 Fee
1) Minor Sports/Youth	\$20.00
2) Minor Sports with lights	\$30.00
3) Adult	\$30.00
4) Adult with lights	\$40.00
5) 1 Day Ball Tournament - lined- no lights - 2 Diamonds	\$200.00
6) 1 Day Rental - lined - no lights - 1 Diamond	\$100.00

*all Parks and Recreation fees are taxes included

Tennis or Pickleball Court:	2025
1) Youth	\$5.00 per hour, per court
2) Youth with lights	\$10.00 per hour, per court
3) Adult	\$10.00 per hour, per court
4) Adult with Lights	\$15.00 per hour, per court

*all Parks and Recreation fees are taxes included

Municipal Parks:	2025
1) Parks Permit	\$25.00
2) Stage and Sound System	\$75.00
3) Rental - Table and Chair	Chairs - \$1.00 each, Tables - \$4.00 each

Schedule D

To the Fire Department

Corporation of the Municipality of Brighton

Service	2025 Fee
1) Extinguish Vehicle Fire (non-resident) Fire vehicle/hour	MTO Rate (\$559.86)
2) Extinguish Control Burns - per hour	MTO Rate (\$559.86)
3) Vehicle Accidents and Spills/Fires	MTO Rate (\$559.86)
4) Burn Permits, per Calendar Year	\$20.00
5) Attendance Fee	
(no pre-notification) 1 st Incident	\$100.00
Subsequent Incidents	MTO Rate (\$559.86)
6) Work Order – Fire Report	\$150.00
Fire Department Inspection and Report Fees:	
7) Single Dwelling	\$100.00
8) Duplex	\$300.00
9) Triplex	\$400.00
10) Fourplex	\$500.00
11) Apartment Buildings	\$500.00
Plus each unit additional	\$100.00
12) Special Occasion Inspection and Compliance	\$100.00
Service	2025 Fee
13) Private Daycare Inspection	\$100.00
14) Private Home for Developmentally Challenged And Group Homes Inspection	\$100.00
15) Industrial (0 – 4000 Square Feet)	\$300.00
4,001 – 9,999 Square Feet	\$400.00
10,000 Square Feet and above	\$500.00
16) Commercial Single Unit	\$100.00
Each additional unit	\$100.00
17) Commercial with Residential	\$300.00
Each additional commercial unit or residential	\$100.00

Schedule E

**To the Public Works Department
To the Roads Division**

Corporation of the Municipality of Brighton

Service	2025 Fee
1) 911 Sign	55.00 (HST Included)
2) Labour Rates per hour: - Applicable Taxes Extra	
Operator	\$60.00
Supervisor	\$70.00
Manager	\$90.00
After Hours Call-in	\$210.00 per staff person + hourly time worked
3) Equipment Rates per hour: - Applicable Taxes Extra	
Pick up Truck	\$75.00
Two-ton	\$100.00
Large Truck	\$175.00
Large Truck with Winter Implements (plus sand and salt)	\$250.00
Backhoe	\$ 150/hr
Loader	\$ 150/hr
Service	2025 Fee
Sweeper Unit	\$ 250/hr
Sidewalk Unit	\$ 200/hr
4) LLBO Approval	\$100.00
5) Entrance Permit	\$515.00 application fee
6) Open Road Cut Permit	\$360.00, plus \$3,000.00 deposit
7) Bore Under Municipal Road Permit	\$360.00, plus \$3,000.00 costs deposit
8) Permission to Access a Municipal Right of Way Permit	\$360.00, plus \$3,000.00 costs deposit
10) Encroachment Agreement:	\$720.00 application fee, plus costs (legal, survey, advertising)
11) Work Order Compliance	\$80.00