

The Corporation of the Municipality of Brighton

By-Law No. 115-2023

Being a By-Law to establish General Fees and Service Charges for the Municipality of Brighton, Effective January 1, 2024

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 the municipal website and municipal social media posts and held a Public Meeting on Monday, December 4, 2023.

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 and F 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. Schedules A, B, C, D, E and F attached hereto form part of this By-law.
3. 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.
4. That By-law No. 001-2023 is hereby repealed in its entirety.
5. That this By-Law shall come into force and effect on January 1, 2024.
6. 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 **18** day of **December 2023**.

Original Signed By
Brian Ostrander, Mayor

Original Signed By
Candice Doiron, Clerk

Schedule A

**To the Clerk and Treasury Departments
Corporation of the Municipality of Brighton**

Service	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 \$30.00, Whichever is greater
5) N.S.F. Cheque Administration Fee	\$40.00
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	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)	\$10.00 (plus tax)
24) Certified True Copies	\$10.00 (plus tax)
25) Closed Meeting Investigation Fee	\$25.00 (plus tax)
26) Integrity Commissioner Investigation (Complaint Filing Fee)	\$25.00 (plus tax)
Marriage Ceremony	\$250.00 (tax included)

Schedule B

To the By-Law Department

Corporation of the Municipality of Brighton

Service	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) Taxi Licences – cab	\$250.00/cab
6) Taxi Licences – driver	\$200.00/driver
7) Salvage Yard Licence	\$250.00
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
16) Property Standards Service	
Certificate of Compliance	\$400.00
Inspection of Property Fee	\$120.00
17) Register Order on Title Fee	\$400.00
18) Request to Appeal to AMP Screening Officer	\$50.00
19) Automated Speed Enforcement Administrative Fee	\$8.50 per ticket

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.

Short Term Accommodation Service	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

Service	Fee
Ice Rentals – Taxes Included	
1) Non-Prime Time	\$110.00 Jan-Mar \$115.00 after March
2) Prime Rates	\$155.00 per hour
3) Public Skating Prime Time	\$3.00 per person
4) Public Skating Non-Prime Time	\$2.00 per person
5) Public Skating Sponsorship	\$125 Non-Prime Time \$155 Prime Time
6) Individual Skater	\$15.00 per hour, \$45.00 minimum
Arena Rentals – Taxes Included	
1) Arena (Local Residents) Daily	\$400.00 +\$115.00 set up fee
3) Arena (Non-Residents) Daily	\$525.00 + \$115.00 Set up Fee
5) Prime Time Floor Rental	\$60.00 per hour
6) Non-Prime Time Floor Rental	\$30.00 per hour
Advertising: - Taxes Included	
1) Wall	\$150.00
2) Boards	\$225.00
3) Zamboni	\$325.00
Marinas: - Taxes Included	
1) Seasonal Rate	\$50.00 per foot
2) Daily Rate	\$2.00 per foot
3) Boat Launch Pass (Seasonal)	\$55.00
4) Daily Boat Launch Pass	\$ 5.00

*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
Community Centre Fees: - Taxes Included**

Service	Fee
Monday – Friday (to 4:00 pm on Friday):	
1) Rental - ½ Day (less than 6 hours)	\$70.00, plus taxes January 1 – March 31 \$80.00, from April 1
3) Rental – Full Day	\$140.00, plus taxes January 1 – March 31 \$160.00, from April 1
Weekend Rentals – Friday 4:00 pm – Sunday 11:00 pm:	
1) Rental – ½ day	\$100.00, plus taxes from January 1 – March 31 \$125.00 from April 1
3) Rental – Full Day	\$175.00, plus taxes from January 1 – March 31 \$200.00, from April 1
5) Rental – Full Day (and Special Occasions Permit)	\$300.00
6) Set Up Fee (if requested)	\$50.00 each, plus taxes from January 1 – March 31 \$55.00, from April 1

*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.

Fees become applicable on January 1, 2024

Soccer Field Rentals (per game): - Taxes Included	
1) Adult League	\$31.00
2) Adult League with lights	\$47.00
3) Minor Soccer League	\$2,850.00 per year

Fees become applicable on January 1, 2024

Diamond Rentals (per game): - Taxes Included	
1) Minor Sports	\$17.50
2) Minor Sports with lights	\$27.00
3) Adult	\$27.50
4) Adult with lights	\$33.50
5) Hardball	\$22.00
6) Hardball with lights	\$33.50
7) 1 Day Ball Tournament – no lights	\$175.00

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

**Schedule D
To the Fire Department**

Corporation of the Municipality of Brighton

Service	Fee
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	\$200.00
Plus each unit additional	\$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

Service	Fee
1) 911 Sign	\$51.50 (HST included)
2) Labour Rates per hour: - Applicable Taxes Extra	
Operator	\$56.50
Supervisor	\$66.95
Manager	\$87.50
After Hours Call-in	\$206.00 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	\$150.00
Loader	\$150.00
Sweeper Unit	\$250.00
Sidewalk Unit	\$200.00
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 deposit
8) Permission to Access a Municipal Right of Way Permit	\$360.00, plus \$3,000.00 deposit
10) Encroachment Agreement:	\$720.00 application fee, plus costs (legal, survey, advertising)
11) Work Order Compliance	\$80.00

Schedule F
To the Economic Development Department
Corporation of the Municipality of Brighton

Service	Fee
Weekly Pop-Up Space Rental	\$100.00, plus HST
Bi-weekly Pop-Up Space Rental	\$150.00, plus HST
Monthly Pop-Up Space Rental	\$250.00, plus HST