

By-Law No. 2025-10

A BY-LAW TO ESTABLISH VARIOUS FEES AND TARIFFS FOR SERVICES PROVIDED BY THE MUNICIPALITY OF DUTTON DUNWICH

WHEREAS Section 69(1) of the Planning Act R.S.O. 1990 C.P. 13 as amended enables a municipality to establish fees for the processing of applications made in respect of planning matters;

AND WHEREAS the Municipal Act, Chapter S.O. 2001, Chapter 25 s.90(3) authorizes the municipality to pay for a portion of the capital cost of water works by imposing a water works rate on owners or occupants of land who derive or may derive benefit from the water works;

AND WHEREAS the Municipal Act, Chapter S.O. 2001, Chapter 25 s.391(1) authorizes a municipality to recover the costs for issuing a Tile Drainage Loan.

NOW THEREFORE the Municipal Council of the Corporation of the Municipality of Dutton Dunwich enacts as follows:

- 1. THAT the Council of the Corporation of the Municipality of Dutton Dunwich reserves the right to reduce or waive entirely any fee in specific cases or specific application;
- 2. AND THAT the Council of the Corporation of the Municipality of Dutton Dunwich hereby delegates the CAO/Treasurer, or designates, the authority in his or her discretion to waive, reduce or otherwise vary the fee or charge for the item concerned, as it is set out in this by-law.
- 3. AND THAT there will continue to be a "no charge policy" for service clubs, minor sports teams and non-profit clubs to use the Council Chambers for their meetings and registrations;
- 4. AND THAT there will be no fee charges for use of any facility to provide programs operated by the municipality;
- 5. AND THAT interest be charges monthly on all outstanding balances, other than property taxes, at a rate of 2% per month unless otherwise addressed in this fees by-law;
- 6. AND THAT By-law #2024-40, enacted by the Council of the Municipality of Dutton Dunwich is hereby repealed;
- 7. AND THAT this by-law shall take effect on the 1st of January, 2025.

READ a first and second time this 11^{th} of December, 2024.

READ a third time and finally passed this 11th of December, 2024.

Original signed by:	
Mike Hentz, Mayor	
Original signed by:	
Tara Kretschmer, Clerk	

Schedule "A"

_	Schedule "A"	
1.	Protective Fees	
a.	Animal Control	
	Dog tag (up to 3 dogs)	\$40.00
	Kennel License	\$120.00
	Late fee per dog (after March 31)	\$10.00
	Replacement tag	\$10.00
	Livestock Evaluation	
_		mileage
b.	By-law Enforcement	
	First visit	no charge
	Second visit (compliant)	
	Second visit (non-compliant)	
	Third visit and subsequent visits	
	Administration charge of 10% applied to all bills to a max	imum of \$500.00
	Frivolous By-law complaints	\$150.00
	Materials and labour cost for clean up etc.	
		+ 10% + hst
	Appeal of an order issued under the Property Standards By-law	\$150.00
		. 0.55
	Note: Council, based on the recommendation of the By-law Enforcemen	
	reserves the right to negotiate individually discounted rate changes for	special
	circumstances.	
c.	Fire Services	
	Request for fire report (up to 7 business days)	\$75.00
	Request for fire report (rush, within 4 business days)	
	Fire Department inspection requests by insurance Company, Law Firms	etc.:
	Residential Multi-residential	\$150.00 \$150.00
	Multi residential	
	Multi commercial	
	Commercial	
	Industrial	
	Request for inspection report previously completed	\$150.00
	Fire cost recovery for non-compliance of Fire Code and Fire Protection a	and Prevention
	Act\$559.86 (up to actual co	
	suppression service), amount to be deter	
	suppliession service), amount to be deter	mined by Council
	False alarm charge (2 or more alarms in a calendar year)	\$250.00
	Taise didim charge (2 or more didimo in a calendar year)	4230.00
	Provincial Highway FeesIn accordance with the o	current MTO rates
	plus any loss or damaged equipme	nt and material used
	Any Municipal Roadall non-residents charge	d same as if on
		Provincial Highway
2.	Parks, Recreation and Neighbourhood Services	3 1,
a.	General	
	Cancellation fee (non licensed/weekend event) >14 days notice	full refund
	Cancellation fee (non licensed/weekend event) <14 days notice	
	Cancellation fee (licensed/weekend event) >30 days notice	
	Cancellation fee (licensed/weekend event) <30 days notice	
	Special arrangement for access (staff member required after hours)	
	Deposit Fee (rental booking)\$50.	
	Damage Deposit Fee (licensed/weekend event) \$50.	0.00 refundable
	Kitchen Equipment (coffee pots, plates etc.)\$50.	00 refundable
	Sports Equipment (balls, mats, rackets etc.) \$50.	
	Electronic Equipment (projector, screen etc.) \$100	
	Day before set up fee (after 5pm) Day before set up fee (after 7am)	
	Day before set up fee (after 7aili)	φ∠υυ.υυ ⊤IISL

b.	b. Community Centre			
	Ta	ble rental (off-site, each)		
	Ch	nair rental (off-site, each)	\$5.00 +hst	
		amage deposit for off-site tables/chairs Main Hall	\$200.00	
		Monday - Thursday (8am - 5pm)		
		Monday - Thursday (8am – 1am)		
		Friday - Sunday (8am - 5pm) Friday - Sunday (8am - 1am)		
		Hourly		
	ii.	Meeting room	#20 60/hr 1 hot	
i	iii.	Hourly Kitchen	\$20.60/11 +1150	
		Rental with accessories with use of another room		
		Rental only (hourly)		
c.	Sc	Rental only (day rate)	\$130.00 +nst	
.	Mo	onday – Thursday (8am – 5pm)	\$32.10/hr +hst	
		onday – Thursday (8am – 1am)		
		iday – Sunday (8am – 5pm) iday – Sunday (8am – 1am)		
	Da	aily Rate	\$139.10 +hst	
d.	Pi	cnic Shelter		
	Re	ental	\$75.00 +hst	
e.	Po			
	Se	eason family pass (July & August)eason individual pass (July & August)	_\$219.52 +hst (\$248.06) _\$112.20 +hst (\$126.79)	
	50	ason marviadar pass (Jury & August)	_\$112.20 \ \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	
		r person recreational swims		
	Ре	r family recreational swims	_\$8.85 +nst (\$10.00)	
		lult swims including Saturday lane swims		
		r person Aquafit		
		ourly pool rental (includes 2 lifeguards)lditional lifeguards per hour		
	Au	iditional inegualus per nodi	\$29.70 +11St (\$33.30)	
	Sv	vim lessons (2-week session)	\$75.00	
		r person private swim lesson (30 min, 2-week session) r person private swim lesson (45 min, 2-week session)		
			•	
		onze medallion		
		onze star onze cross		
	Sv	vim team vim team – family of 3 or more children	_\$/1./5 \$162.06	
	Sp	oonsored Public Swim (3 hours)	\$255.00 +hst	
	No	ote: Lessons for children 14 years of age or younger are H	IST exempt	
f.	Oı	utdoor Facilities		
	i.	Soccer Fields	#150.00 Jbs#	
		Adult soccer teams (per season) Per game – adult		
		Per game – youth	\$22.00 +hst	
		Daily tournament or clinic	\$200.00 +hst	
		Annual fee per child	\$8.00 +hst	
	ĬĬ.	Baseball Diamonds Annual fee per child for Timbits program	¢4 ∩∩ ⊥hct	
		Annual fee per child for minor ball		
		Annual fee per junior for minor ball (18-21 years old)	\$12.00 +hst	
		Daily tournament or clinic for 3 diamonds		
		Daily tournament of clinic for 2 diamonds		

	Daily tournament or clinic for 1 diamond	\$140.25 +hst
	Baseball diamond (2.5 hours) lights Baseball diamond (2.5 hours) no lights Fee for lights left on	\$40.80 +hst
	Rental of 2 diamonds per weekend Rental of 3 diamonds per weekend	
	Deposit for equipment/lighting key	\$50.00
i	iii. Multi-purpose Court Per hour	\$10.00 +hst
g.	Council Chambers For profit groups Non-profit groups	
h.	WEDS Theatre Rentals:	
	1 - 5 hours Day rate (5+ hours) 2 days 3 days	\$173.25 +hst \$321.50 +hst
	Setup and take down (each)SOCAN (if applicable)	\$50.00 +hst
	Table use	\$35.00 +hst
	Note: Council reserves the right to negotiate individually discounted rate special events	changes for
3.	Cemetery Services Purchase of interment rights for a regular grave Purchase of interment rights for a cremation grave Care and Maintenance Fees (40% of fee or legislated minimum \$250.00)	\$575.00 +hst
	Communal Scattering GardenCare and Maintenance Fee (15% of fee)	\$200.00 +hst
	Care and Maintenance Fees – Monuments: Flat marker (minimum 173 inch²) Upright marker less than 1.22m (4ft) in height Upright marker greater than 1.22m (4ft) in height	\$200.00 +hst
	Care and Maintenance on Plots Purchased before January 1, 1955 if proof Maintenance being paid is not provided by Cemetery By-law #52	
	Interment Fees: April 15 th - November 15 th + \$30.00 BAO fee November 16 th - April 14 th + \$30.00 BAO fee Infant (in family plot) + \$30.00 BAO fee Saturday Burial (9am-12pm)	\$950.00 +hst \$100.00 +hst
	Cremation Fees: April 15 th - November 15 th + \$30.00 BAO fee November 16 th - April 14 th + \$30.00 BAO fee Double Cremation (same location in plot, same time/day) + \$60.00 BAO +hst Saturday Cremation (9am-12pm)	\$450.00 +hst fee\$450.00
	Scattering Fees: April 15 th – November 15 th Only (8:30am-4:30pm) + \$30.00 BAO fee	\$50.00 +hst
	Burial without a Vault	\$500.00 +hst
	Burial Permit	\$20.00

	Cancellation, Resale or Transfer fee		\$	550.00 +hst
	Note: cement vault or liner is highly recommended			
	Disinterment Fees: Full Burial Cremation			
4.	Planning and Development Services Minor Variance Consent (report and LDC letter)		g	<u>5</u> 900.00 5800.00
	Official Plan Amendment Zoning By-law Amendment			
	Zoning Holding Provision Removal Temporary Use By-law Plus mobile home (refundable upon compliance) Plus second dwelling (refundable upon compliance) Temporary Use By-law Renewal		9	52000.00 52000.00 515,000.00
	Combined Zoning By-law Amendment & Consent (report & Combined Official Plan and Zoning By-law Amendments			
	Site Plan Control Approval Site Plan Control Amendment		9	51000.00 5500.00
	Plans of Subdivision/Condominium (+ actual fees consultati Development Agreement (administration fee, first agreeme			
	Cash In-lieu of parkland fee (Subdivision & Condominium)			51500 or 5% ever is greater)
	In-lieu of Parkland fee (new lot creation for consent, save 8 dwellings)	except	surplu	s farm
	Staff review of Green Energy Construction ProjectsStaff review of Telecommunication Tower Projects			
	Part Lot Control Part Lot Control Extension			
	Pre-submission review fee			5100.00
	Note: Peer review charges may apply to any fees. County o Municipal fees.	f Elgin	fees are	e in addition to
a.	Sale and Disposition of Land Applications for Road Closure and Sale (deposit \$3000) Deeming by-law Advertising Title search Survey costs Easement costs Appraisal costs Legal fees	Actual Actual Actual Actual Actual	costs to cos	3300.00 o be paid
	Note: Peer review charges may apply to any fees. Note: County of Elgin fees are in addition to Municipal fees			
5.	Public Works Services (hourly rates) Labour Grading Vacuum trailer Tandem Backhoe Drag Loader Grass cutting (tractor rate plus mower)		\$186.1 \$284.9 \$114.8 \$92.40 \$92.40 \$118.7	0 0 5

	Pickup truck	
	Dump truck (single axle)	
	Bucket truck	
	Tractor	\$92.40
	Sale of materials	cost + 25%
	Seismic testing permit (<5 business days notice, deposit \$5000 r Seismic testing permit (>5 business days notice, deposit \$5000 r Seismic testing entrance bond (refundable)	req'd) \$205.00
	Road Occupancy Permit (>5 business days notice, deposit \$400 r Road Occupancy Permit (<5 business days notice, deposit \$400 r Work under Roadway Security Deposit – refundable	req'd)\$400.00
	Note: All work invoices will include a 10% administration fee to a	maximum of \$500
	Note: 1 hour is the minimum amount of time that can be charged	d for a service
6.	Sewer Services	
	Sewage rates on water bill per cubic meter	\$3.25
	Sewage rates for Service Centre per cubic meter	<u> </u>
	Sewer flat charge (per billing cycle)	\$74.73
	Late payment fee2% i	nterest per month
а	Sewer Connection Charges	
u.	Charged for each new lot created by plan of subdivision or severathe lot fronts on an existing sewer line	
	Charged for each new lot created by plan of subdivision or severathe developer is required to construct the new sewer line	• •
	Charged for new connection where a new sewer line has been ins	stalled\$1079.00
	Per residential new construction unit (per detached home, rowho detached unit, apartment unit) existing agreements Per residential new construction unit (per detached home, rowho detached unit, apartment unit) new agreements Commercial new construction Industrial new construction base	\$8093.00 use unit, semi- \$14,433.00 \$5000.00, \$3.21/sq.ft.
7.	Water Connections	
a.	Services	
	Water Meter Packages:	
	Radio meter package	cost +10%
	Meter for ¾-inch line (backflow device & shut-off extra)	
	Meter for 1-inch line (backflow device & shut-off extra)	
	Meter for 1½-inch line (backflow device & shut-off extra)	
	Meter for 2-inch line (backflow device & shut-off extra)	
	Meter pit	
	34-inch pit meter	
	1-inch pit meter	\$1087.62
	Meter head replacement	\$465.05
D.	Rural Waterlines	d - II
	Where existing lots exist that have waterlines located on the road	
	frontage of the property, connection fees for the first connection	
	1-inch service	
	1.5-inch service	
	2-inch service	
	For new lots being created in the rural area or for each additiona	
	and above the original service, the connection fees, not including	curb stop or
	connecting lines are:	#11 701 OF
	1-inch service	
	1.5-inch service	
_	2-inch service	
C.	Urban Waterlines (Village of Dutton, Hamlets of Wallaceto Station)	wn, 10na, 10na

	Existing vacant lots or new lots created by subdivision or by land division when the developer is responsible for installation of new waterlines and property, the connection fees, including curb stop, main stop and connection service 1.5-inch service 2-inch service 4-inch service 6-inch service 8-inch service New lots created where the waterline exists and there is no existing service	service to the ecting lines are:\$6868.14\$9043.85\$10,371.25\$13,531.54\$17,323.56\$20,441.80
	additional service installed over and above the original service, the confinctuding curb stop, main stop or connection lines, are: 3/4-inch service 1-inch service 1.5-inch service 2-inch service	s8790.79 \$9669.87 \$11,721.05
	Additional costs for installations will include technician time, truck time and materials	
	Note: 1 hour is the minimum amount of time that can be charged for a Note: connection fees to increase annually with the cost of inflation per	
8.	Water Services Late payment fee Connection fee (requested) Disconnection fee (requested)	\$40.00 \$40.00
	Water flat rate (per billing cycle) Water rate – per cubic meter Water sold at dispenser – keylock system \$1.20	\$62.32 \$2.77 0/60 gallons
	Water security deposit – tenants	\$100.00 \$60.90/hr +hst
	Sale of materialsmunicipal c Administration fee on all requested work/materials10% of costs to m Frost plate and gasketcost covered by customer – if a Replacement remotecost covered by customer – if a Operator rate (hourly) Water truck rate (hourly) Bucket truck rate (hourly)	ost +10% +hst nax. \$500 +hst at fault +hst at fault +hst \$57.25 +hst \$36.82 +hst
	Note: 1 hour is the minimum amount of time that can be charged for a	
9. a.	Other Fees Landfill/Waste Collection	10.50
	Bag tags	\$10.00
	Landfill site: Drainage of freon	\$52.50
	Large item dumping (mattress, couch etc.) Dumping of vehicle	
	Construction materials – pickup load Construction materials – trailer or stake or dump truck load	\$100.00
	Stump disposal – diameter up to 2ftStump disposal – diameter greater than 2ft	\$20.00 \$50.00
	Per cubic yard (other than items listed above)	\$7.00
b.	Miscellaneous Penalty on late payments (per month) Water Penalty on late payments (per month) Taxes Presuthorized Payment Plans	1.25%
	Preauthorized Payment Plansno pe	enaity/interest

Mileage (per km) per CRA	\$0.70
Lottery licenses	3% of prize value
Tile loan processing fee	\$75.00 (1 st drain)
\$50.00 (each additional drain, or as	charged by the Engineer)
Drainage Works – carrying costInfrastructure O	
NSF cheque returned by the bank	\$50.00
911 sign (new)	\$100.00 +hst
911 sign (replacement)	\$100.00 +hst
Tax certificate (up to 5 business days)	\$60.00
Tax certificate (rush, next business day)	
Tax determente (rasil, next basilless day)	
Combined Tax/Water Certificate (up to 7 business days) Combined Tax/Water Certificate (rush, within 4 business days)	
Zoning Report (up to 7 business days)	\$60.00
Zoning Report (rush, within 4 business days)	
Zoming Nepore (rush) Mamin' Pasmess days)	Ψ, 3.00
Septic Certificate (up to 7 business days)	\$130.00
Septic Certificate (rush, within 4 business days)	
	150.00
Water Certificate (up to 3 business days)	
Water Certificate (rush, next business day)	\$/5.00
Photocopies (per copy)	\$0.50 +hst
Incoming or Outgoing faxes (per page)	\$1.75 +hst
Copies of Official Plan & Zoning By-law	
Work Order Report (up to 7 business days)	\$60.00 +hst
Work Order Report (rush, within 4 business days)	\$/5.00 +hst
Commissioner of Oaths – business purposes	\$10.00 +hst
GEOCortex Maps	
Penalty for false emergency locate request	\$250.00
Filing a Code of Conduct complaint	
i. Fenceviewers	
Staff	\$60.00/hr + mileage
Form 1	
Miscellaneous (mailing, administration, etc.)	actual costs +hst
ii. Freedom of Information	
Application	<u> </u>
Search time\$7.	50/15 mins/staff member
Preparation time	\$7.50/15 mins
Computer time (to produce a record from a machine readab	
Photocopies or computer printouts	
Shipping	at cost
iii. Staff Time	
Fence fees:	
	min. \$150; cost +10% + hst
Municipally provided remedy for deficiencies	COSC 1 10 70 1 115C
	COSC 1 10 70 1 115C
Building Permit Fees	
Building Permit Fees A minimum permit fee of \$330.00 shall be charged for all work up	nless otherwise indicated.
Building Permit Fees A minimum permit fee of \$330.00 shall be charged for all work un Residential (new) (based on finished floor area)	nless otherwise indicated\$0.85/sq.ft
Building Permit Fees A minimum permit fee of \$330.00 shall be charged for all work un Residential (new) (based on finished floor area) 1st Floor	nless otherwise indicated. \$0.85/sq.ft \$0.85/sq.ft
Building Permit Fees A minimum permit fee of \$330.00 shall be charged for all work up Residential (new) (based on finished floor area) 1st Floor 2nd and 3rd Floor Basement Crawlspace	nless otherwise indicated\$0.85/sq.ft\$0.85/sq.ft\$0.50/sq.ft
Building Permit Fees A minimum permit fee of \$330.00 shall be charged for all work un Residential (new) (based on finished floor area) 1st Floor 2nd and 3rd Floor Basement	nless otherwise indicated\$0.85/sq.ft\$0.85/sq.ft\$0.50/sq.ft\$0.40/sq.ft

Additions, Alterations and Renovations where square footage can be determined as per above Where square footage cannot be determined \$12.00 per \$1,000 of construction value			
b. Residential Accessory Building (garage, carport, etc.)			
less than 250 sq. ft			
c. Industrial, Commercial, Institutional			
Commercial Group D & E Occupancies including mixed use Group C			
Min. \$550.00 (cap of \$25,000 permit fee)			
Group C – Multi-unit – excluding semi-detached, duplexes, townhouses & row houses			
·			
d. Agricultural (barn, driveshed, etc.) non-livestock			
less than 250 sq.ft. \$225.00 251-500 sq.ft. \$225.00 plus \$0.22 per sq.ft. over 250 sq.ft 501-1,000 sq,ft. \$310.00 plus \$0.12 per sq.ft. over 500 sq.ft 1,001-1500 sq.ft. \$350.00 plus \$0.10 per sq.ft. over 1,000 sq.ft 1,501-3,000 sq.ft. \$405.00 plus \$0.07 per sq.ft. over 1,500 sq.ft 3,001 sq.ft. \$475.00 plus \$0.05 per sq.ft. over 3,000 sq.ft			
e. Agricultural (livestock & manure pit)			
\$100.00 plus \$7.25 per \$1,000 of construction value			
f. Designated Structures (1.3.1.1 of the Building Code) – not noted elsewhere			
Retaining Wall (in excess of 1 metre in height)			
g. Sewage System Permits			
Repair to septic (max 2 runs)			
h. Demolition (all buildings)\$160.00 (refundable deposit)			
i. Other			
Plumbing (stand alone)			
Fence around Above Ground Pools			

Indemnity/Security Deposit (refundable)			
Re-Inspection Fee (not ready for inspection) Transfer of Permit Fee Renewal of permit prior to expiry (no construction	\$160.00		
started within six months after permit is issued) Change of use of building (no construction) Conditional Permit	\$160.00 \$375.00		
Special search requests of files for information regarding permits	TBD by CBO based on peer review cost		
NOTE: Fees are based on the floor area measured from the exterior face of walls or the centre line of a party wall.			
NOTE: Cost of Construction shall be based on current market value for labour and material – CBO discretion (quotes and contracts may be requested)			

Fees for permits not specifically described in Section 12. Shall be determined by

the CBO.