By-law Number 2020-017

A by-law to establish fees and charges for The Corporation of the County of Bruce

Section 391 (1) of the Municipal Act, 2001, authorizes a municipality to impose fees or charges on persons:

a) For services or activities provided or done by or on behalf of it;
b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and,
c) For the use of its property, including property under its control.

Section 398 (1) of the Municipal Act, 2001, provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board respectively.

Section 398 (2) of the Municipal Act, 2001, authorizes the Treasurer of a local municipality, may, and upon the request of its upper-tier municipality, if any, or of a local board whose area of jurisdiction includes any part of the municipality shall, add fees and charges imposed by the municipality, upper-tier municipality or local board, respectively, to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes:

1) In the case of fees and charges for the supply of a service or thing to a property, the property to which the service or thing was supplied.

2) In all other cases, any property for which all of the owners are responsible for paying the fees and charges.

Section 69 (1) of the Planning Act, 1990, as amended, provides that a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters.

The Council of The Corporation of the County of Bruce deems it expedient to pass a by-law establishing certain fees and charges.

The Council of The Corporation of the County of Bruce Enacts By-Law 2020-017 as follows:

1. A listing of fees and charges for County services to be charged for services provided by the County of Bruce are attached and form part of this by-law:

A.	Schedule "A"	-	Administration
B.	Schedule "B"	-	Bruce County Housing Corporation
C.	Schedule "C"	-	Planning & Development
D.	Schedule "D"	-	Bruce County Museum & Cultural Centre
E.	Schedule "E"	-	Paramedic Services
F.	Schedule "F"	-	Library
G.	Schedule "G"	-	Long Term Care Homes
H.	Schedule "H"	-	Human Resources
I.	Schedule "I"	-	Transportation and Environmental Services
J.	Schedule "J"	-	Corporate Services

2. On January 1st of each year, the fees listed in Schedule "C" of this by-law shall automatically increase on a percentage basis rounded up or down to the nearest ten-dollar increment, in a fashion consistent with the Statistics Consumer Price Index for the previous calendar year, if the consumer price index shows an increase.

3. Any portion of a fee or charge that remains unpaid beyond the date fixed for payment may bear interest at the rate of 1.25% after 30 days and each month until such fee or charge is paid in full.

4. By-law number 2019-027 is hereby repealed.

5. This by-law shall come into force and effect on the date it is passed by Council.

Passed this 5th day of March 2020

Mitch Twolan
Warden

Donna Van Wyck
Clerk

Schedule "A" to By-Law 2020-017

Administration
All County Departments

Service	Fee	HST
Photocopies		
Black & White - any size	$0.25 per copy	Included
Colour - any size	$0.50 per copy	Included
Ledger - Black & White	$0.50 per copy	Included
Ledger - Colour	$1.00 per copy	Included
Fax Transmissions	$2.00	Included
NSF Cheque	$20.00	Not Applicable
Key Replacement	$20.00	Not Applicable
Room Rental for lower-tier Bruce County Municipalities		
	During Open Hours	
1 room occupancy	$150.00	Not Applicable
2 room occupancy	$225.00	Not Applicable
3 room occupancy	$300.00	Not Applicable
	After Hours	
1 room occupancy	$200.00	Not Applicable
2 room occupancy	$275.00	Not Applicable
3 room occupancy	$350.00	Not Applicable

Schedule "B" to By-Law 2020-017

Bruce County Housing Corporation

Service	Fee	HST
Truck Fee	$50.00	Not Applicable
Key Replacement Charge	$15.00	Not Applicable
Standard Key Replacement	$2.50	Not Applicable
Lift Key Replacement	$20.00	Not Applicable
High Security Keys	$11.50	Not Applicable
Automatic Door Openers Replacement	$100.00	Not Applicable
Labour and Service	$40.00 an hour	Not Applicable
Laundry - wash	$2.00 per load	Not Applicable
Laundry - dry	$2.25 per load	Not Applicable
Seasonal Air Conditioner	$100.00 per season	Not Applicable
Transfer fee for tenants for employment reasons; transfer from social housing to affordable housing; transfer within Bruce County Housing portfolio	$250.00	Not Applicable
Tribunal cost for evictions (awarded by Landlord Tenant Board cost)	The amount charged will be in accordance with the fee schedule of the Landlord and Tenant Board.	Not Applicable
Charged to contractor for public tender documents if substantial drawings	$15.00	Not Applicable
Charge for additional Parking Spot for tenants who have more than one vehicle	$20.00	Not Applicable
Common Room Deposit	$50.00	Not Applicable

Schedule "C" To By-Law 2020-017

Planning & Economic Development

Fee Schedule - Planning Applications

Service	Fee
Part Lot Control By-law	$940.00 per lot (payable prior to Local Municipal By-Law being given final approval by the County) HST exempt
Official Plan or Secondary Plan Amendment	$1,640.00 HST exempt
Zoning By-law Amendment	$1,400.00 HST exempt
Joint application to Amend official Plan or Secondary Plan and Zoning By-law Amendment	$2,510.00 HST exempt
Joint Zoning and Severance /Consent	$2,540.00 HST exempt
Joint Minor Variance and Severance/Consent	$2,080.00 HST exempt
Joint OPA/Minor Variance and Consent	$3,280.00 HST exempt
Joint OPA / Zoning and Severance/Consent	$3,650.00 HST exempt
Joint Local OPA / County OPA	$2,670.00 HST exempt
Joint Local OPA /County OPA / Zoning Amendment	$3,540.00 HST exempt
Joint Local OPA / County OPA / Zoning Amendment and Consent/Severance	$4,690.00 HST exempt
Joint OPA and Consent	$2,780.00 HST exempt
Consent/Severance including easements and rights-of-way	(a) Where no lot is created $1,330.00 (b) For each new lot created $1,330.00 (c) Certification of Consent $150.00 (d) Change of Conditions $560.00 All are HST exempt
Minor Variance	$890.00 HST exempt
Foreclosure, Power of Sale and Validation of Title	$940.00 plus County legal costs HST exempt

Note:

i.) **Conservation Authority Review Fees have been included in the above fees.**

ii.) **Separate technical fees for review of studies or other site-specific reports or documents may also be required**

Schedule "C" To By-Law 2020-017

Planning & Economic Development
Plans of Subdivision and Condominium

Activity	Subdivision	Condominium
Application Up to 20 lots/blocks or units 21 to 50 lots/blocks or units More than 50 lots/blocks or units (0.3 metre reserve blocks shall not be included in the calculation of the application fee)	 $5,120.00 (Flat Fee) $6,400.00 (Flat Fee) $7,670.00 (Flat Fee) Plus $110.00 per lot or block, with a minimum flat fee of $850.00 and a maximum flat fee of $10,170.00 HST exempt	 $5,120.00 (Flat Fee) $6,400.00 (Flat Fee) $7,670.00 (Flat Fee) Plus, the lesser of $110.00 per unit or $1,220.00/ ha with a minimum flat fee of $850.00 and a maximum flat fee of $10,170.00 HST exempt
Certificate of Exemption	N/A	$1,270.00 HST exempt
Major Revision (Major revisions to the Plan or conditions of Draft Approval requiring major recirculation)	$1,270.00 HST exempt	$1,270.00 HST exempt
Minor Revision (For minor revisions to the Draft Plan and/or Draft Conditions that DO NOT require recirculation) OR Draft Approval Extension (for each additional year beyond three years lapsing)	$640.00 HST exempt	$640.00 HST exempt
Emergency Extension to Draft Approval (when application for Draft Approval Extension is submitted ten or less working days prior to date of lapsing. For each one (1) year Draft Approval Extension)	$1,090.00 HST exempt	$1,090.00 HST exempt
Final Approval (payable prior to the Plan being given Final Approval for registration)	$1,270.00 HST exempt	$1,270.00 HST exempt

Note: Separate technical fees for review of studies or other site-specific reports or documents may also be required

Schedule "D" to By-Law 2020-017

Bruce County Museum & Cultural Centre

Service	Fee	HST
Admission		
Individual	$8.00	Add
Senior/Student	$6.00	Add
Children (4-12)	$4.00	Add
Reading Room Day Pass	$6.00	Add
Group Tours		
Groups of 20 and over	$5.00 age 13 & up	Add
Groups of 19 people and under	$6.00 age 13 & up	Add
Children's Groups	$4.00 age 12 & under	Add
Membership		
Individual	$40.00	Add
Family	$60.00	Add
Senior/Student (60+)	$30.00	Add
Group/Organization	$60.00	Add
Corporate	$250.00	Add
Programs & Events Capital Fee*		
Applied per transaction to programs and events	$2.00	Add
Gift Shop		
Handling fee for shipping of goods	$5.00 Minimum	Add
Graphic Design Work		
For clients renting facility	$50.00 per hour (3 hour minimum)	Add
School Programming	$5.00 half day $9.00 full day	HST applies to High School Students only
March Break & Summer Day Camp Program		
Member	$28.00/day	Not Applicable
Non-Member	$33.00/day	Not Applicable
Additional fees may apply in the case of field trips or special programs/guests		
Pre-Registered Early Drop Off 8:00 a.m. - 8:30 a.m.	$3.00 per child/per occurrence	Not Applicable
Pre-Registered Late Pickup 5:00 p.m. - 5:30 p.m.	$3.00 per child/per occurrence	Not Applicable
Late Pick-up Fees		
First occurrence if less than 15 minutes	No Charge	Not Applicable
All following occurrences for every 15 minutes	$10.00	Not Applicable

Schedule "D" to By-Law 2020-017

Bruce County Museum & Cultural Centre

Service	Fee	HST
Museum Mobile	$200.00 half day (up to 30 children) $300.00 full day (up to 30 children each session)	HST applies to High School Students only
Outreach Seniors - Inside the County	One Hour Program - No charge	Not Applicable
Collections		
Photo Reproductions of artifacts within the Museum collection	$20.00 per item $5.00 per additional item	Add Add
Bruce Power Theatre Half Day or Evening	Non-Profit $150.00 minimum $300.00 maximum Commercial $250.00 minimum $475.00 maximum	 Add Add Add Add
Full Day	Non-Profit $200.00 minimum $400.00 maximum Commercial $300.00 minimum $600.00 maximum	 Add Add Add Add
Bruce Gallery Half Day with A/V	**Non-Profit** $85.00 **Commercial** $175.00	 Add Add
Half Day without A/V	**Non-Profit** $60.00 **Commercial** $115.00	 Add Add
Full Day with A/V	**Non-Profit** $170.00 **Commercial** $345.00	 Add Add
Full Day without A/V	**Non-Profit** $115.00 **Commercial** $230.00	 Add Add
Evening with A/V	**Non-Profit** $180.00 **Commercial** $360.00	 Add Add
Evening without A/V	**Non-Profit** $120.00 **Commercial** $240.00	 Add Add

Schedule "D" to By-Law 2020-017

Bruce County Museum & Cultural Centre

Service	Fee	HST
Sterling Room		
Half Day	**Non-Profit**	
	$30.00	Add
	Commercial	
	$60.00	Add
Full Day	**Non-Profit**	
	$60.00	Add
	Commercial	
	$90.00	Add
Evening	**Non-Profit**	
	$85.00	Add
	Commercial	
	$120.00	Add
Dundas Room		
Half Day	**Non-Profit**	
	$30.00	Add
	Commercial	
	$60.00	Add
Full Day	**Non-Profit**	
	$60.00	Add
	Commercial	
	$90.00	Add
Evening	**Non-Profit**	
	$85.00	Add
	Commercial	
	$120.00	Add
Café Area	**Non-Profit**	
	$85.00	Add
	Commercial	
	$115.00	Add
When rented in combination with another room	**Non-Profit**	
	$30.00	Add
	Commercial	
	$60.00	Add
Lobby/Main	**Non-Profit**	
	$85.00	Add
	Commercial	
	$115.00	Add
When rented in combination with another room	**Non-Profit**	
	$30.00	Add
	Commercial	
	$60.00	Add
Kitchen	**Non-Profit**	
When rented in combination with another room	$50.00	Add
	Commercial	
	$80.00	Add
Outdoor Patio & Deck (Seasonal)	**Non-Profit**	
	$175.00	Add
	Commercial	
	$345.00	Add

Schedule "D" to By-Law 2020-017

Bruce County Museum & Cultural Centre

Service	Fee	HST
Facility Rental		
Staff Time	$30.00 per hour	Add
Bartending	$19.00 per hour (minimum of 3 hours)	Add
Corkage	$10.00	Add
Coffee/Tea (serves approximately 20 people)	$20.00	Add
Maintenance	$40.00 per hour	Add
Children's Birthday Parties	$100.00 for 2-hour rental	Add
Photography	$150.00 per hour (minimum of 1 hour)	Add
Linens	$7.00 each	Add
Security	$25.00 per hour	Add
Socan/Resound	Charges are specific to individual event	Add
Archives		
Digital Reproduction		
Digital image files	$15.00	Add
Audio File	$25.00	Add
Video File	$35.00	Add
CD	$2.00	Add
		Add
Emailing digital files	$2.00 per email	Add
Research Fees		
Research Service	$30.00 minimum fee for completing a research request requiring up to one hour and $30 per hour thereafter	Add
Assisted Copy Service	$0.50 per page (PDF or photocopy) with a minimum fee of $15.00	Add
Shipping and Handling	$5.00 minimum	Add
Email	$2.00	Add

Schedule "D" to By-Law 2020-017

Bruce County Museum & Cultural Centre

Service	Fee	HST
Self-Service Copies in Research Room		
Black & White (Legal or Letter)	$0.25 (under 100) $0.20 (over 100)	Included Included
Colour (Legal or Letter)	$0.50 (under 100) $0.40 (over 100)	Included Included
Black & White (Ledger)	$0.50 (under 100) $0.40 (over 100)	Included Included
Colour (Ledger)	$1.00 (under 100) $0.80 (over 100)	Included Included
Non-Profit Organization		
Black & White (Legal or Letter)	$0.15	Included
Colour (Legal or Letter)	$0.30	Included
Black & White (Ledger)	$0.30	Included
Colour (Ledger)	$0.60	Included

Schedule "E" to By-Law 2020-017

Paramedic Services

Service	Fee	HST
Special Events Coverage Hiring off-duty paramedics and vehicle (4 (four) hour minimum)	Full cost recovery plus 15% administration charge, plus HST. Amount will vary depending on cost of fuel, paramedic wages and benefits, etc.	Add
Ambulance Call Reports (patient, police, law firms, insurance companies, etc.)	$60.00	Add
Incident Reports (patient, police, law firms, insurance companies, etc.)	$30.00	Add
Paramedic/Staff Interviews	Minimum 4 (four) hours wage rate or the call back requirement as per collective agreement plus 15% administration charge.	Add

Schedule "F" to By-Law 2020-017

Library

Service	Fee	HST
Overdue Fines		
Adult Books	$0.25 per day per book per open day to a maximum $10.00 per item	Not Applicable
High Demand Books	$0.25 per day per book per open day to a maximum $10.00 per item	Not Applicable
Juvenile Books	$0.25 per day per book per open day to a maximum $5.00 per item	Not Applicable
Audio Visual materials	$1.00 per day per item per open day to a maximum of $10.00 per item	Not Applicable
Periodicals	$0.25 per day per item per open day to a maximum of $5.00 per item	Not Applicable
Inter-Library loan	$0.25 per day per item per open day to a maximum of $10.00 per item	Not Applicable
Material Replacement Charges (books, video etc.)		
Varies depending on replacement cost of item.	$2.00 processing charge for magazines	Not Applicable
	$4.00 processing charge for book jackets or DVD case	Not Applicable
Equipment Rental		
Overhead Projectors	$6.00 per open day	Not Applicable
LCD Projectors	$20.00 per open day	Not Applicable
Projection screens	$5.00 per open day	Not Applicable
Replacement borrowers' cards	$3.00 (first card is free)	Not Applicable

Schedule "F" to By-Law 2020-017

Library

Service	Fee	HST
Internet	First 60 minutes per day are free	
Printing Costs	$0.25 per page (black)	Not Applicable
Room Rental	**For Profit Groups/Individuals**	
	$7.00per hour (minimum 1-hour booking)	Not Applicable Not Applicable
	Non-Profit Groups/Individuals	
	$3.00per hour (minimum 1-hour booking)	Not Applicable Not Applicable
	Bruce County Departments, Friends of the Library, Free Open Events	
	No charge	
Exam Proctoring	$20.00 per exam	Not Applicable
Faxing		Not Applicable
In Canada	$1.00 for first page $0.50 for each additional page (sending or receiving)	
International	$2.00 for first page $1.00 for each additional page (sending or receiving)	

Schedule "G" to By-Law 2020-017

Long Term Care Homes
(Brucelea Haven & Gateway Haven)

Service	Fee	HST
Guest Meals	$8.00	Included
Staff Meals (Brucelea)	$5.00	Included
Day Away Meals	$7.50	Included
Meals on Wheels	$7.50	Included
Cable Television (billed monthly)	$42.00	Add
Clothing Mending and Alterations (Gateway)	$3.00 - $10.00	Included
Room Rental	**Non-profit Organizations** No Charge $20.00 if room left untidy **Private Organizations** $50.00 $20.00 if room left untidy $200.00 per month	Included Included Included Included
Program Space Home & Community Support Services Grey/Bruce (Gateway) Wiarton & District Cooperative Nursery School	$2,688.23 per month (2,016 square feet) $510.50 per month (1,057 square feet)	Add Add
Bruce County EMS Laundry	$0.80 per pound	Not Applicable
O.P.P. Laundry	$1.00 per pound	Not Applicable

Schedule "H" to By-Law 2020-017

Human Resources

Service	Fee	HST
Director of Human Resources	$110.00 per hour	Add
Health & Safety Manager	$85.00 per hour	Add
HR Generalist	$85.00 per hour	Add
Secretarial Services	$30.00 per hour	Add
Phone	Actual	Add
Meals	Actual	Add
Mileage	County applicable rate	Add
Training	$250.00 per day plus expenses plus applicable staff hourly rate based on type of training	Add

Schedule "I" to By-Law 2020-017

Transportation and Environmental Services

Service	Fee	HST
Entrance Permits		
New Residential	$200.00 plus $300.00 refundable deposit	Not Applicable
- Change of usage/alterations	$300.00 refundable deposit	Not Applicable
New Field Entrance	$200.00 plus $300.00 refundable deposit	Not Applicable
New Commercial Entrance	$500.00 plus $1,000.00 refundable deposit	Not Applicable
- Change of usage/alterations	$1,000.00 refundable deposit	Not Applicable
Temporary Entrance	$200.00 plus $300.00 refundable deposit	Not Applicable
Encroachment Permits		
Private Landowners	$100.00 plus $300.00 refundable deposit	Not Applicable
Industrial/Commercial and Large Developments	$250.00 plus variable deposit (depending on application)	Not Applicable
Sign Permits		
Billboard	$50.00 (one-time payment)	Not Applicable
Advertising/Decorative	$50.00 (one-time payment)	Not Applicable
Statutory Declarations	$75.00 per request to review and provide documentation	Not Applicable
Confirmation of County ownership		
Oversize Load Moving Permits		
Single Trip Permit	$65.00 (up to 4.99m wide/under 45.75m long)	Not Applicable
Annual Permit	$150.00 (up to 3.75m wide)	Not Applicable
	$250.00 (for loads and vehicles 3.75m wide to 4.99m wide)	Not Applicable
Super Loads (single trip permit only) In excess of 63,500 kg	$200.00 (over 5.0m wide or over 45.75m long and up to 120,000 kg)	Not Applicable
	$500.00 plus Engineering Consultant fees if required for greater than 120,000 kg	Not Applicable

Schedule "I" to By-Law 2020-017

Transportation and Environmental Services

Service	Fee	HST
Large Format Photocopies (24"x36")	$10.00 per copy	Included
Infrastructure Damage	Full cost recovery	Add
Director of Transportation	$162.00 per hour	Add
Engineering Manager	$124.00 per hour	Add
Engineering Technologist	$100.00 per hour	Add
Engineering Technician	$88.00 per hour	Add
Grader Operator	$56.00 per hour	Add
Spray Patch Operator	$56.00 per hour	Add
Gradall Operator	$56.00 per hour	Add
Mechanics	$68.00 per hour	Add
Welder	$56.00 per hour	Add
Labourer	$56.00 per hour	Add
Labour Truck Driver	$52.00 per hour	Add
Sign Technician	$56.00 per hour	Add
Foreperson	$88.00 per hour	Add
Administration	$70.00 per hour	Add
Mileage	County Applicable Rate	Add

Schedule "J" to By-Law 2020-017

Corporate Services
(Finance and Information Technology)

Service	Fee	HST
System Support Analyst	$55.00 per hour	Add
Information Technology Manager	$100.00 per hour	Add
Service Desk Analyst	$40 per hour	Add
Web Specialist	$55.00 per hour	Add
Lead Web Specialist	$75.00 per hour	Add
Lead Infrastructure and Design Analyst	$85.00 per hour	Add