By-law Number 2021-007

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 2021-007 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” - Workplace Engagement Services
I. Schedule “I” - Transportation and Environmental Services
J. Schedule “J” - Information Technology Services

2. 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.

3. By-law number 2020-017 is hereby repealed.

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

Passed this 4th day of February, 2021

(Original signed)

_____

Janice Jackson
Warden

(Original signed)

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Donna Van Wyck
Clerk

Schedule "A" to By-Law 2021-007

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 2021-007

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 2021-007

Planning & Economic Development

Service	**County Fee**	**Conservation Authority Fee**	**TOTAL**
Pre-Application			
Application Inquiries	$50.00 for non-property owners	Consult the Conservation Authority.	$50.00
Application Pre-Consultations	$200.00	Consult the Conservation Authority.	$200.00
Stand Alone Applications			
Minor Variance	a) $2,640.00 for 1 or 2 variances b) $3,430.00 for 3 or more variances	$280.00	a) $2,920.00 b) $3,710.00
Zoning By-law Amendment (ZBA)	$3,140.00	$370.00	$3,510.00
Consent (Severance) - including easements and rights-of-way	a) $2,590.00 for the first new lot created b) $1,300.00 for each additional lot on same subject lands c) $2,590.00 where no lot is created d) $150.00 Certification of Consent e) $560.00 Change of Conditions	$370.00	a) $2,960.00 b) $1,670.00 c) $2,960.00 d) $150.00 e) $560.00
Official Plan Amendment (OPA) County (COPA) / Local (LOPA)	$3,490.00 *Additional Fees apply for COPAs that require more than 3 technical studies (see notes)	$370.00	$3,860.00
COPA Associated with a Minor/Small-scale Pit or Quarry	$21,730.00	$370.00	$22,100.00
COPA Associated with a Complex Pit or Quarry	$52,530.00	$370.00	$52,900.00

Schedule "C" To By-Law 2021-007

Planning & Economic Development

Service	County Fee	Conservation Authority Fee	TOTAL
Subdivisions			
Subdivision / Condominium Draft Approval a) Up to 20 lots/blocks or units b) 21 to 50 lots/blocks or units c) More than 50 lots/blocks or units *0.3 metre reserve blocks shall not be included in the calculation of the application fee	a) $5,890.00 b) $7,360.00 c) $8,820.00 *Flat Fees	Subdivisions: $110 per lot or block with a minimum flat fee of $860 and a maximum fee of $10,240 Condominiums: The lesser of $110 per unit or $1,230/ha with a minimum flat fee of $860 and a maximum flat fee of $10,240	a) $6,750.00 - $16,130.00 b) $8,220.00 - $17,600.00 c) $9,680.00 - $19,060.00
Subdivision / Condominium Request for Major Revisions (Revisions to the Draft Plan and/or Conditions of Draft Approval requiring a re-circulation)	$2,450.00	N/A	$2450.00
Subdivision / Condominium Request for Minor Revisions (Revisions to the Draft Plan and/or Conditions of Draft Approval that DO NOT require re-circulation) OR Extension to Draft Approval (for each additional year beyond three (3) year lapsing)	$1,240.00	N/A	$1,240.00
Subdivision / Condominium Emergency Extension to Draft Approval (when Draft Approval Extension is submitted 10 or less working days prior to date of lapsing (for each one (1) year Draft Approval Extension)	$1,980.00	N/A	$1,980.00
Subdivision / Condominium Final Approval	$2,450.00	N/A	$2450.00
Condominium – Exemption from Draft Approval	$2,450.00	N/A	$2,450.00

Schedule "C" to By-Law 2021-007

Planning & Economic Development

Service	**County Fee**	**Conservation Authority Fee**	**TOTAL**
Joint Applications			
Joint COPA + LOPA	$5,750.00	$550.00	$6,300.00
Joint COPA + LOPA + Consent	$6,530.00	$740.00	$7,270.00
Joint COPA + LOPA + Consent + ZBA	$7,540.00	$930.00	$8,470.00
Joint COPA + LOPA + ZBA	$6,340.00	$740.00	$7,080.00
Joint OPA + Consent	$4,520.00	$550.00	$5,070.00
Joint OPA + Consent + ZBA	$5,740.00	$740.00	$6480.00
Joint OPA + ZBA	$4,690.00	$550.00	$5,240.00
Joint OPA + Consent + Variance	$5,320.00	$690.00	$6,010.00
Joint OPA + Variance	$4,410.00	$510.00	$4,920.00
Joint Consent + ZBA	$4,190.00	$550.00	$4,740.00
Joint Consent + Variance	$3,510.00	$510.00	$4,020.00
Part Lot Control	$940.00	N/A	$940.00
Other			
Foreclosure, Power of Sale or Validation of Title	$940.00 (plus County legal costs)	N/A	$940.00 (plus County legal costs)
Appeals	$5,190.00	N/A	$5,190.00
Peer Review	$5,000.00 Deposit $500.00 of the deposit is non-refundable if the application is withdrawn prior or during the approval process.	N/A	$5,000 Deposit

Schedule "D" to By-Law 2021-007

Bruce County Museum & Cultural Centre

Service	Fee	HST
Admission Individual Senior/Student Children (4-12)	 $8.00 $6.00 $4.00	 Add Add Add
Reading Room Day Pass	$6.00	Add
Group Tours Groups of 20 and over Groups of 19 people and under Children's Groups	 $5.00 age 13 & up $6.00 age 13 & up $4.00 age 12 & under	 Add Add Add
Membership Individual Family Senior/Student (60+) Group/Organization Corporate	 $40.00 $60.00 $30.00 $60.00 $250.00	 Add Add Add Add 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 In Person Virtual Specialty Virtual	 $5.00 half day $9.00 full day $50.00 Charges are specific to specialty or customized program	 HST applies to High School Students only Add Add
March Break & Summer Day Camp Program Member Non-Member 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. Pre-Registered Late Pickup 5:00 p.m. – 5:30 p.m. **Late Pick-up Fees** First occurrence if less than 15 minutes All following occurrences for every 15 minutes	 $28.00/day $33.00/day $3.00 per child/per occurrence $3.00 per child/per occurrence No Charge $10.00	 Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable

Schedule "D" to By-Law 2021-007

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 Full Day	 Non-Profit $150.00 Commercial $250.00 Non-Profit $200.00 Commercial $300.00	 Add Add Add Add
Bruce Gallery Half Day with A/V Half Day without A/V Full Day with A/V Full Day without A/V Evening with A/V Evening without A/V	 **Non-Profit** $85.00 **Commercial** $175.00 **Non-Profit** $60.00 **Commercial** $115.00 **Non-Profit** $170.00 **Commercial** $345.00 **Non-Profit** $115.00 **Commercial** $230.00 **Non-Profit** $180.00 **Commercial** $360.00 **Non-Profit** $120.00 **Commercial** $240.00	 Add Add Add Add Add Add Add Add Add Add Add

Schedule "D" to By-Law 2021-007

Bruce County Museum & Cultural Centre

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

Schedule "D" to By-Law 2021-007

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
Environmental Services Fee	$50.00 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 2021-007

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 2021-007

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.)	$65.00	Add
Incident Reports (patient, police, law firms, insurance companies, etc.)	$35.00	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 2021-007

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 2021-007

Library

Service	**Fee**	**HST**
Internet Printing Costs	First 60 minutes per day are free $0.25 per page (black)	 Not Applicable
Room Rental	**For Profit Groups/Individuals** $10.00per hour (minimum 1-hour booking) **Bruce County Departments, Friends of the Library, Free Open Events** No charge	 Not Applicable Not Applicable
Exam Proctoring	$20.00 per exam	Not Applicable
Faxing In Canada International	 $1.00 for first page $0.50 for each additional page (sending or receiving) $2.00 for first page $1.00 for each additional page (sending or receiving)	Not Applicable

Schedule "G" to By-Law 2021-007

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	 $2,682.85 per month (2,016 square feet) $509.48 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 2021-007

Workplace Engagement Services

Service	**Fee**	**HST**
Director	$110.00 per hour	Add
Secretarial Services	$30.00 per hour	Add
Human Resources Services Billable	$75.00 per hour	Add
Health & Safety Resources Billable	$75.00 per hour	Add
Administration Support Billable	$50.00 per hour	Add
Phone	Actual	Add
Meals	Actual	Add
Mileage	County applicable rate	Add
Training	Course material cost plus applicable staff costs or trainer costs based on type of training	Add

Schedule "I" to By-Law 2021-007

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
Restaurants/Food Service Business	$100.00 plus $300 refundable deposit	Not Applicable
Sign Permits		
Billboard	$50.00 (one-time payment)	Not Applicable
Advertising/Decorative	$50.00 (one-time payment)	Not Applicable
Statutory Declarations		
Confirmation of County ownership	$75.00 per request to review and provide documentation	Not Applicable
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 2021-007

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 2021-007

Information Technology Services

Service	**Fee**	**HST**
System Support Analyst	$55.00 per hour	Add
Director of Information Technology Services	$110.00 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
Infrastructure and Operations Manager	$100.00 per hour	Add