



The Corporation of the Municipality of West Grey Bylaw No. 2023-064

A bylaw to establish fees and charges for The Corporation of the Municipality of West Grey and to repeal Bylaw No. 45-2021

WHEREAS subsection 5(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the “Municipal Act” requires that the powers of a municipality be exercised by its Council and subsection 5(3) requires that such powers be exercised by bylaw including a capacity, right, power and privilege under section 9 unless specifically authorized to do otherwise; and

WHEREAS section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

WHEREAS section 398 of the Municipal Act provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and

WHEREAS subsection 398 (2) of the Municipal Act provides that the treasurer of a municipality may add fees or charges imposed by a municipality to the tax roll and collect them in the same manner as municipal taxes; and

WHEREAS section 69 of the *Planning Act*, R.S.O. 1990, c.P.13 provides that a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS section 7 of the *Building Code Act*, 1992, S.O. 1992, c. 23 provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS on June 1, 2021, the council of The Corporation of the Municipality of West Grey passed Bylaw No. 45-2021 to establish fees and charges for the municipality; and

WHEREAS on June 6, 2023, council passed Resolution No. R-230606-017 directing staff to bring forward the subject bylaw to adopt 2023 fees and charges and to repeal Bylaw No. 45-2021; and

WHEREAS on June 8, 2023, public notice was given respecting the intention to pass a new bylaw to establish fees and charges in accordance with Notice Bylaw No. 2023-020;

NOW THEREFORE be it resolved that the council of the Corporation of the Municipality of West Grey hereby enacts as follows:

Part I. Preamble and Defined Terms

Short Title

1. This bylaw may be referred to as the “fees and charges bylaw”.

Headings

2. The division of this bylaw into parts and the insertion of headings are for convenient reference only and shall not affect interpretation of the bylaw.

References to Applicable Law

3. All references to applicable law are ambulatory and apply as amended from time to time.

Interpretation

4. For the purposes of this bylaw:

“Municipality” or “Municipal” means the Corporation of the Municipality of West Grey;

“*Municipal Act, 2001*” means the Municipal Act, 2001, S.O. 2001 c. 25.

Part II. Fees and Charges

Fees and Charges set out in Schedules

5. The fees and charges for municipal services and activities and for the use of municipal property set out in the following schedules of this bylaw are hereby approved and deemed to form part of this bylaw:
 - a. Schedule A – General Administration
 - b. Schedule B – Clerks Office
 - c. Schedule C – Finance
 - d. Schedule D – Animal Control
 - e. Schedule E – Public Works and Environmental
 - f. Schedule F – Landfill
 - g. Schedule G – Recreation
 - h. Schedule H – Building
 - i. Schedule I – Planning
 - j. Schedule J – Fire

Fees Subject to Change

6. The fees and charges approved under section 5 of this bylaw are subject to any adjustment authorized by a statute, regulation, or bylaw.
7. Subject to section 6 of this by-law, the fees and charges set out in this bylaw shall continue in force until amended, repealed, or replaced.

Applicable Taxes

8. All fees and charges are subject to all applicable taxes required by any act or regulation.

Late Payment

9. Late payment charges may be added to all or any portion of any fees and charges imposed by this bylaw that are due and payable, at a rate of 1.25 percent, on the 30th day of default, and every month thereafter and such late payment charges shall form part of the fees or charges owing.

Dishonoured Cheques and Returned Payments

10. Payment for any fee or charge listed herein or otherwise charged by the municipality that is returned by a financial institution for any reason will be subject to the “NSF/Returned Cheque/Pre-Authorized Payment Fee” set out in schedule ‘C’ of this bylaw which shall form part of the fees and charges owing.

Additional Fees or Charges

11. This bylaw does not exempt a person from being subject to:
 - a. any additional fees or charges resulting from costs incurred by the municipality to provide services or activities, or
 - b. fees or charges levied under the *Provincial Offences Act* or any other Federal or Provincial act or regulation.

Unpaid Fees or Charges

12. All unpaid fees or charges imposed by this bylaw constitute a debt due to the municipality and the municipality may take such action as it considers necessary and as permitted by law to collect the debt.
13. Without limiting section 12 of this bylaw, where all or part of a fee or charge imposed by this bylaw remains unpaid, such fee or charge may be added to the tax roll for the property, which is owned, in whole or in part by the person upon whom the fee or charge is imposed and shall be collected in a like manner as municipal taxes.

Part III. Conflict and Transition

Conflict – Municipal Bylaws

14. In the event that any fee or charge set out in this bylaw conflicts with any fee or charge set out in another municipal bylaw, the fee or charge set out in this bylaw shall prevail.

Conflict – Legislation

15. In the event the provisions of this bylaw are inconsistent with the provisions of the Municipal Act, its Regulations or any other Act, the provisions of the Act or Regulation shall prevail.

Terms Severable

16. The terms and provisions of this bylaw shall be severable, and should any term or provision be found by a court of competent jurisdiction to be legally unenforceable, inoperative, or invalid, the remainder of the bylaw shall continue to be in full force and effect.

Repeal

17. Bylaw No. 45-2021 is hereby repealed.

Enactment

18. This by-law shall come into full force on September 1, 2023, at which time all bylaws, policies and resolutions that are inconsistent with the provisions of this bylaw are hereby amended or repealed insofar as it is necessary to give effect to the provisions of this bylaw.

Read a first, second and third time and finally passed this 20th day of June, 2023.

Mayor Kevin Eccles

Jamie M. Eckenswiller, Clerk

Schedule A – General Administration

Service or Activity	Fee	Unit	Applicable Tax	Notes
Photocopies	\$0.50	Per page	HST Inclusive	
Manual search of records	\$25.00	Per half hour	+ HST	
Fax machine sending – local	\$1.50	Per page	HST Inclusive	
Fax machine sending – long distance	\$1.50	Per page	HST Inclusive	
Fax machine sending – international	See note.	See note.		To be billed upon receipt of telephone bill.
Fax machine receiving (local, long distance, international)	\$1.50	Per page	HST Inclusive	
Line Fences Act Administration Fee	\$75.00		Exempt	
Tile Drainage Act Inspection Fee	\$100.00		Exempt	
Bentinck History Book	\$22.50	Each	+ HST	A postage fee of \$15.00 will be added if book is mailed.
Durham History Book	\$10.00	Each	+ HST	A postage fee of \$15.00 will be added if book is mailed.
Normanby History Book	\$12.50	Each	+ HST	A postage fee of \$15.00 will be added if book is mailed.

Schedule B – Clerks Office

Service or Activity	Fee	Unit	Applicable Tax	Notes
Marriage				
Marriage Licence	\$150.00	Each	Exempt	
Civil Marriage - during business hours at municipal office or offsite	\$295.00	Each	+ HST	Includes \$100 non-refundable administration fee in case of cancellation
Civil Marriage - outside business hours at municipal office or offsite	\$395.00	Each	+ HST	Includes \$100 non-refundable administration fee in case of cancellation
Civil Marriage Services – Travel	See note.	Per km	+ HST	Calculated in accordance with the municipality’s policy respecting staff mileage
Civil Marriage Services – Witness Fee	\$25.00	Each	+ HST	
Civil Marriage Services – Rehearsal Fee	\$75.00	Each	+ HST	
Lottery				
Bingo Licence	\$30.00	Each	Exempt	
Media Bingo Licence	3%	Of prizes	Exempt	Minimum \$30.00 fee
Raffle	3%	Of prizes	Exempt	Minimum \$30.00 fee
Blanket Licence	3%	Of prizes	Exempt	Minimum \$30.00 fee
Bazaar – wheel of fortune	\$10.00	Per wheel	Exempt	Minimum \$10.00 fee
Break Open Tickets	3%	Of prizes	Exempt	
Document Commissioning				
Commissioning	\$25.00	Each	Included	
Permits				
Death Registration	\$30.00	Each	Exempt	
Freedom of Information (FOI) Requests				
Municipal FOI Application	\$5.00	Each	Exempt	
Other Costs associated with a request under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)	See note.	See note.	Exempt	In accordance with fees set by MFIPPA
Other Fees				
Certified copy of a bylaw	\$25.00	Each	Exempt	

Schedule C – Finance

Service or Activity	Fee	Unit	Applicable Tax	Notes
Tax certificate	\$50.00	Each	Exempt	
Transfer Fee – for incorrect payment to account	\$20.00		Exempt	No charge for property owner for first request.
Search of Taxes – Paid or charged 4 th year and prior	\$50.00		Exempt	No charge for search of taxes paid or charged for current to 3 rd year.
NSF/Returned Cheque/Pre-Authorized Payment Fee	\$40.00		Exempt	For all departments in the municipality.

Schedule D – Animal Control

Service or Activity	Fee	Unit	Applicable Tax	Notes
Dog tag purchased before March 31 – first dog	\$20.00	Each	Exempt	
Dog tag purchased after March 31 – first dog	\$25.00	Each	Exempt	
Dog tag purchased before March 31 – second dog	\$30.00	Each	Exempt	
Dog tag purchased after March 31 – second dog	\$35.00	Each	Exempt	
Dog tag purchased before March 31 – third dog	\$40.00	Each	Exempt	
Dog tag purchased after March 31 – third dog	\$45.00	Each	Exempt	
Dog tag purchased before March 31 – fourth and each additional dog	\$50.00	Each	Exempt	
Dog tag purchased after March 31 – fourth and each additional dog	\$55.00	Each	Exempt	
Replacement dog tag	\$10.00	Each	Exempt	
Kennel licence purchased before March 31	\$150.00	Each	Exempt	
Kennel licence purchased after March 31	\$200.00	Each	Exempt	
Reclamation fee	\$85.00	Per animal	Exempt	Applies to the reclamation of all animals except unlicensed dogs.
Reclamation fee – unlicensed dog	\$85.00 plus cost of dog tag	Per unlicensed dog	Exempt	
Shelter fee	See note.	See note.		Actual charge by impounding agency.

Schedule E – Public Works and Environmental

Service or Activity	Fee	Unit	Applicable Tax	Notes
Public Works				
Entrance Permit Rural	\$600.00	Each	Exempt	\$350.00 refundable
Entrance Permit Confirmation	\$250.00	Each	Exempt	
Civic Addressing – Rural – New or Replacement Signs	\$125.00	Each	Exempt	
Civic Addressing - Urban Administration Fee	\$25.00		Exempt	
Environmental				
Water Final Reads	\$50.00		Exempt	
Blues Boxes	\$10.00	Each	+ HST	
Bag Tags	\$2.50	Each	Exempt	

Schedule F – Landfill

Service or Activity	Fee	Unit	Applicable Tax	Notes
Landfill Tipping Fees - Bentinck				
Sorted household or commercial waste	\$140.00	Per 1,000 kg	Exempt	Minimum \$10.00 charge
Unsorted household or commercial waste	\$260.00	Per 1,000 kg	Exempt	Minimum \$10.00 charge
Large brush/wood, 4” diameter or greater - Contaminated	\$10.00	Per 1,000 kg	Exempt	Minimum \$10.00 fee
Large brush/wood, 4” diameter or greater - Clean	No charge			
Mattress	\$25.00	Each	Exempt	
Box spring	\$25.00	Each	Exempt	
Appliance with refrigerant	\$25.00	Each	Exempt	
Weigh load only	\$10.00		Exempt	
Open landfill after hours	\$150.00		Exempt	Item disposal fee also applies
Tires	No charge			
Scrap metal	No charge			
Batteries	No charge			
E-waste	No charge			
Landfill Tipping Fees - Durham				
Sorted household waste	\$140.00	Per 1,000 kg	Exempt	Minimum \$10.00 charge
Unsorted household waste	\$260.00	Per 1,000 kg	Exempt	Minimum \$10.00 charge
Large brush/wood, 4” diameter or greater - Contaminated	\$10.00	Per 1,000 kg	Exempt	Minimum \$10.00 fee
Large brush/wood, 4” diameter or greater - Clean	No charge			
Appliance with refrigerant	\$25.00	Each	Exempt	
Weigh load only	\$10.00		Exempt	
Open landfill after hours	\$100.00		Exempt	Item disposal fee also applies
Tires	No charge			
Scrap metal	No charge			
Batteries	No charge			
E-waste	No charge			

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Arena Ice Rental - Durham & Normanby (standard ice includes 10-minute flood)				
Prime Time Ice 6:00 a.m. - 9:00 a.m. & 4:00 p.m. to 12:00 a.m. Monday to Friday, and all-day Saturday and Sunday (Oct 1-Mar 31)	\$134.00	Per hour	+ HST	
Non-Prime Time Ice 9:00 a.m. to 4:00 p.m. Monday to Friday (Oct 1-Mar 31)	\$80.00	Per hour	+ HST	
West Grey Minor Hockey/ Figure Skating	\$103.00	Per hour	+ HST	
Summer Ice (April 1 – September 30)	\$173.00	Per hour	+ HST	
Spring Ice - 9:00 a.m. to 4:00 p.m. Monday to Friday (April 1 to May 31)	\$100.00	Per hour	+ HST	
West Grey Minor Hockey - Tournaments (Hall Included)	\$103.00	Per hour	+ HST	
18 + Tournaments (Hall Included)	\$130.00	Per hour	+ HST	
Public Skating- Sponsored	\$90.00	Per 1.5 hours	Exempt	
Birthday Party (one hour ice time/board room use)	\$128.00		+ HST	
Arena Floor Rental				
Summer Floor Rental (without heaters)	\$60.00	Per hour	+ HST	
West Grey Minor Lacrosse/Minor Ball	\$45.00	Per hour	+ HST	
Arena Floor Set-up the Day Before	\$202.00		+ HST	
Additional Clean-up	\$86.00	Per hour	+ HST	
Rental per hour with heaters, max. 5 hours	\$100.00	Per hour	+ HST	
Daily rental without heaters	\$617.00	Per day	+ HST	
Daily rental with heaters	\$730.00	Per day	+ HST	
Daily rental with 220-amp hydro (video dance or concert) without heaters	\$1,120.00	Per day	+ HST	
Daily rental with 220-amp hydro (video dance or concert) with heaters (Neustadt)	\$1,400.00	Per day	+ HST	
Sponsored Skating	\$90.00	Per 1.5 hours	Exempt	

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Arena Advertising				
Arena Advertising Sign Durham - Arena Boards	\$200.00	Per year	+ HST	
Arena Advertising Sign Durham - Wall Mounted	\$125.00	Per year	+ HST	
Arena Advertising Sign Ayton/Neustadt- Arena Boards	\$200.00	Per year	+ HST	
Arena Advertising Sign Ayton/Neustadt- Wall Mounted	\$125.00	Per year	+ HST	
Ice Inlay (cloth/fabric)	\$500.00		+ HST	
Arena Halls				
Hall Rental - Durham and Normanby	\$320.00	Per day	+ HST	
Hall Rental - Neustadt	\$240.00	Per day	+ HST	
Hall Rental - Holiday Rate (Civic Holidays/New Year's Eve)	\$500.00	Per day	+ HST	
Hall Rental by the Hour – first hour	\$127.00		+ HST	
Hall Rental by the Hour – second and each additional hour	\$51.00	Per hour	+ HST	
Board Room	\$41.00	Per hour	+ HST	
Kitchen – Full Service	\$214.00	Per day	+ HST	Kitchen Full Service includes use of all appliances.
Kitchen – Part Service	\$108.00	Per day	+ HST	Kitchen Part Service includes use of fridge and coffee urns only. Loss and breakage extra.
Kitchen – Full Service (with Hall rental)	\$107.00	Per day	+ HST	Kitchen Full Service includes use of all appliances.
Kitchen – Part Service (with Hall Rental)	\$54.00	Per day	+ HST	Kitchen Part Service includes use of fridge and coffee urns only. Loss and breakage extra.
Hall Setup	\$100.00	Per event	+ HST	One day maximum
Standard religious service/community service organization meeting (not for profit use)	\$70.00	Per rental	+ HST	5-hour maximum rental time. Kitchen use subject to additional fee with exception of Lamlash, Glenelg, and Durham Town Hall.
Blue Line	\$100.00	Per rental	+ HST	
Durham Town Hall				
Main Floor – Daily rental	\$110.00	Per day	+ HST	
Main Floor – hourly rental	\$30.00	Per hour	+ HST	
Upper Hall – Daily rental	\$80.00	Per day	+ HST	
Upper Hall – hourly rental	\$30.00	Per hour	+ HST	
65+ Senior Citizen Club	\$350.00	Per year	Exempt	
Standard religious service/community service organization meeting (not for profit use)	\$70.00	Per rental	+ HST	5-hour maximum rental time.

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Normanby Centennial Hall				
Daily rental	\$190.00	Per day	+ HST	
Standard religious service/community service organization meeting (not for profit use)	\$70.00	Per rental	+ HST	5-hour maximum rental time. Kitchen use subject to additional fee with exception of Lamlash, Glenelg, and Durham Town Hall.
65+ Senior Citizen Club	\$35.00	Per rental	Exempt	
Kitchen – Full Service	\$82.00	Per day	+ HST	Kitchen Full Service includes use of all appliances.
Kitchen – Part Service	\$51.00	Per day	+ HST	Kitchen Part Service includes use of fridge and coffee urns only. Loss and breakage extra.
Hall Setup	\$100.00	Per event	+ HST	One day maximum
Grounds rental	\$160.00	Per day	+ HST	Includes washroom, diamond, and pavilion (no propane)
Lamlash Hall				
Daily rental	\$80.00	Per day	+ HST	
4-H Club rental	\$5.00	Per day	+ HST	Weekdays only (Monday-Thursday)
Louise Women's Institute	\$100.00	Per year	+ HST	12 meetings per year, weekdays only Mon-Thurs.
Glenelg Hall				
Daily rental	\$80.00	Per day	+ HST	
Other Facility Fees				
Bartender	\$23.00	Per hour	Exempt	
Bartender – holiday	\$35.00	Per hour	Exempt	
Hall Setup	\$100.00	Per event	+ HST	One day maximum
Extra clean-up	\$85.00	Per hour	+ HST	
Security Deposit (medium / large hall rental)	\$150.00		Exempt	
Organized Event Outdoor Movie Equipment	\$500.00 plus associated staff costs	Per rental	+ HST	
Facility date hold fee	50 percent of the facility rental rate		+HST	
Rental Insurance	See note.			Rental insurance required per event for all rentals (Minimum 5 million dollars general liability insurance)
Music Licensing (previously SOCAN)	See note.			Actual cost

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Baseball Diamonds / Parks				
Ball Diamond	\$40.00	Per game	+ HST	
Adult League	\$200.00	Per afternoon/ evening	+ HST	Maximum 6 hours
Pavilion/Ball Diamonds/Grounds	\$158.00	Per day	+ HST	
Pavilion / Patio rental (with bathrooms)	\$75.00	Per day	+ HST	
Minor Ball	\$1,400.00	Per season	+ HST	
Snack Bar/Kitchen (Pavilion)	\$53.00	Per day	+ HST	
Bar Rental	\$53.00	Per day	+ HST	
Wading Pool				
Private booking	\$100.00	Per 1.5 hours	+ HST	
Drop In Programming				
Public skating	\$2.00	Per person	Exempt	
	\$5.00	Per family	Exempt	
Public swimming	See note.			No charge
Adult Shinny (ball or ice hockey)	\$10.00	Per person per game	HST inclusive	
Adult Pickleball (Seasonal Membership)	\$10.00	Per person	HST inclusive	
Adult Pickleball (Member Drop-in play)	\$2.50	Per person per game	HST inclusive	
Adult Pickleball (Guest Drop-in play)	\$5.00	Per person per game	HST inclusive	
Adult Pickleball (Monthly play pass)	\$25.00	Per person per month	HST inclusive	
Pickleball Paddle Rental	\$1.00	Per rental	HST inclusive	
Roller Skating (Adult 12+)	\$5.00		HST inclusive	
Roller Skating (under 12)	\$3.00		Exempt	
Roller Skating Family Rate	\$25.00	Per family	Exempt	Fee includes roller skate rental
Roller skate rental	\$3.00	Per rental	HST inclusive	
Friday Night Social (Children’s Program 7-14)	\$5.00	Per person	Exempt	
"Try It" (Register Recreational Program Drop-in Rate)	\$5.00	Per person	Exempt	
Drop in programming (30 min)	\$3.00		HST inclusive	
Drop in programming (45 min)	\$4.00		HST inclusive	
Drop in programming (60 min)	\$5.00		HST inclusive	
Drop in programming (90 min)	\$8.00		HST inclusive	

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Aquatics				
Parent and Tot 1 (4-12M)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Parent and Tot 2 (12-14M)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Parent and Tot 3 (24-36M)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Preschool A (3-5Y)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Preschool B (3-5Y)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Preschool C (3-5Y)	\$ 65.00	30 min/ 10 Days (9 Sessions)	Exempt	
Preschool D (3-5Y)	\$ 70.00	30 min/ 10 Days (9 Sessions)	Exempt	
Preschool E (3-5Y)	\$ 70.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 1 (6+ Y)	\$ 70.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 2 (6+ Y)	\$ 70.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 3 (6+ Y)	\$ 75.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 4 (6+ Y)	\$ 75.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 5 (6+ Y)	\$ 80.00	30 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 6 (6+ Y)	\$ 80.00	45 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 7 (8+ Y)	\$ 80.00	45 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 8 (8+ Y)	\$ 80.00	45 min/ 10 Days (9 Sessions)	Exempt	
Swimmer 9 (8+ Y)	\$ 80.00	45 min/ 10 Days (9 Sessions)	Exempt	
Private Swim Lessons	\$ 130.00	30 min/ 10 Days (9 Sessions)	Exempt	
Semi-Private Swim Lessons	\$ 90.00	30 min/ 10 Days (9 Sessions)	Exempt	
Dryland Programming				
General Day Camp (5 Days)	\$180.00	Per week	Exempt	
General Day Camp (4 Days)	\$145.00	Per week	Exempt	
Specialty Day Camp (5 Days)	\$210.00	Per week	Exempt	
Specialty Day Camp (4 Days)	\$170.00	Per week	Exempt	
Before and after care (weekly)	\$50.00	Per week	Exempt	
Before care (weekly)	\$35.00	Per week	Exempt	
After care (weekly)	\$25.00	Per week	Exempt	

Schedule G – Recreation

Service or Activity	Fee	Unit	Applicable Tax	Notes
Dryland Programming				
Book / Certification / Program Supplies	See note.			Actual cost.
Single day program – General	\$45.00	Per day	Exempt	
Single day program – Specialty	\$65.00	Per day	Exempt	
½ Day program – General	\$25.00	Per half day	Exempt	
½ Day program - Specialty	\$40.00	Per half day	Exempt	
Family Discount				
A 15 percent discount will be applied to registered programs when 3 or more members of the same household register at the same time.				
HST During Programs / Events				
HST is required for all adult programs / events aged 14+				

Schedule H – Building

Service or Activity	Fee	Unit	Applicable Tax	Notes
Building Services				
Compliance letter	\$100.00	Each	+ HST	
Minimum permit fee	\$150.00	Per permit	Exempt	
Change of use permit	\$150.00	Per permit	Exempt	
Administrative fee – building without a permit	See note.			Two times the permit value or \$500.00; whichever is greater.
Non-refundable application fee	\$150.00		Exempt	
Building permit renewal fee – after year two	\$100.00	Per year	Exempt	
Re-inspection fee	\$100.00	Per inspection	Exempt	
Revision to existing permit	\$150.00		Exempt	
Demolition permit	\$150.00	Per permit	Exempt	
Third-party costs	See note.			Actual cost
Building Permits				
Residential – New (all floors including basement)	\$0.50	Per sq. ft.	Exempt	
Residential – Additions (all floors including basement)	\$0.50	Per sq. ft.	Exempt	
Residential – Renovations	\$10.00	Per \$1,000.00 of value	Exempt	
Decks	\$0.50	Per sq. ft.	Exempt	
Swimming Pool/Enclosure Area	\$150.00		Exempt	
Solid fuel Fireplace/Heating Plant	\$150.00	Each	Exempt	
Accessory Building	\$0.40	Per sq. ft.	Exempt	
Agricultural (includes manure tanks, silos and granaries)	\$0.25	Per sq. ft.	Exempt	
Industrial/Commercial/Institutional (including roof mounted solar projects)	\$10.00	Per \$1,000.00 of value	Exempt	
Tent (over 645 Sq. Ft./60m2)	\$75.00	Each	Exempt	
Industrial Wind Turbine	\$35,000	Per turbine	Exempt	Fees are not attributed to those proponents who are generating energy less than or equal to 3kW
Industrial Wind Turbine Performance Bond	\$100,000	Per turbine	Exempt	

Schedule H – Building

Service or Activity	Fee	Unit	Applicable Tax	Notes
Sewage				
Private Sewage Disposal System – Class 2	\$250.00		Exempt	
Private Sewage Disposal Systems – Tank Replacement	\$250.00		Exempt	
Private Sewage Disposal Systems – Renovate	\$250.00		Exempt	
Private Sewage Disposal Systems – Class 4-5	\$500.00		Exempt	
Septic Review	\$150.00		Exempt	
Septic Review (multiples)	\$150.00		Exempt	
Septic Compliance Letter	\$100.00		+ HST	
Sewer Permits	See note.			Refer to water and sewer bylaw.
Decommissioning of Septic Systems	\$150.00		Exempt	
Development Charges				
Development Charge (at time of building permit application) residential	See note.			Refer to development charges bylaw.
Development Charge (at time of building permit issuance) Non-residential	See note.			Refer to development charges bylaw.
Bylaw Enforcement				
Illicit Drug Facility/Crop Inspection	\$500.00 plus additional costs			

Schedule I – Planning

Service or Activity	Fee	Unit	Applicable Tax	Notes
Planning Service				
Pre-consultation fee	\$500.00	Each	Exempt	Pre-consultation fees are non-refundable.
Request to Purchase Municipal Land Fee	\$500.00	Per request	Exempt	Fee is non-refundable and must be paid at the time of the request.
Ontario Land Tribunal (OLT) Attendance	\$5,000.00 contingency fee	Each	Exempt	
Peer review	See note.	Each	+ HST	Actual cost.
Zoning Compliance Letter	\$100.00	Each	Exempt	
Official Plan Amendment Application - (Durham and Neustadt)	\$6,800.00 (+ \$5,000.00 contingency fee) ¹	Each	Exempt	Mandatory pre-consultation required.
Zoning By-law Amendment Application	\$3,000.00 (+ \$2,000.00 contingency fee ²) ¹	Each	Exempt	Mandatory pre-consultation required.
Consent Application	\$1,900.00 ¹	Each	Exempt	Mandatory pre-consultation required.
Minor Variance Application	\$1,400.00 ¹	Each	Exempt	Mandatory pre-consultation required.
Temporary Use Bylaw	\$3,000.00 (+ \$2,000.00 contingency fee)	Each	Exempt	
Removal of Holding Provision	\$800.00	Each	Exempt	
Deeming Bylaw	\$550.00	Each	Exempt	
Part Lot Control Application	\$1,200.00	Each	Exempt	
Severance Deed Stamp	\$500.00	Each	Exempt	
Validation Certification	\$1,000.00	Each	Exempt	
Cancellation Certificate	\$500.00	Each	Exempt	
Request for change of consent conditions	\$1,000.00	Each	Exempt	

Schedule I – Planning

Service or Activity	Fee	Unit	Applicable Tax	Notes
Planning Service				
Site Plan Application – Minor	\$3,000.00 (+ \$3,000.00 contingency fee) ⁴	Each	Exempt	
Site Plan Application – Major	\$5,000.00 (+ \$5,000.00 contingency fee) ³	Each	Exempt	
Title Search Fee	\$500.00	Each	Exempt	
Minimum Distance Separation (MDS) Calculations (if required)	\$500.00	Each	Exempt	
Plan of Subdivision Agreement	\$3,000.00 (+ \$5,000.00 contingency fee) ³	Each	Exempt	
Plan of Condominium Agreement	\$5,000.00 (+ \$5,000.00 contingency fee) ³	Each	Exempt	
Request for extension of Draft Plan of Subdivision Conditions	\$1,500.00	Each	Exempt	
Request for extension of Condominium Conditions	\$1,500.00	Each	Exempt	
Pre-Servicing Agreement	\$1,000.00	Each	Exempt	
Parkland Dedication Fee (all new residential lots created)	\$500.00	Each	Exempt	For the purposes of this bylaw, a “new residential lot created” means any new lot created that has a dwelling as a main permitted use as stated in the West Grey Comprehensive Zoning Bylaw, as amended.
Parkland Dedication Fee (5%) for land proposed for development through a Plan of Subdivision	5% or cash-in-lieu	Each	Exempt	
Copy of Official Plan	\$100.00	Each	Exempt	A postage fee of \$15.00 will be added if document is mailed.
Copy of West Grey Comprehensive Zoning Bylaw	\$150.00	Each	Exempt	A postage fee of \$15.00 will be added if book is mailed.
Notes				
1. Plus applicable Saugeen Valley Conservation Authority Planning Fee, payable by the applicant upon submission of application. 2. Contingency fee payable upon submission of zoning bylaw amendment application. Contingency fee required to pay municipal legal, engineering and planning fees related to Zoning Bylaw Amendments, not necessarily limited to, but including, corresponding site plan agreements, subdivision agreements, development				

agreements, condominium plan agreements, required as part of the planning process. As accounts are received from West Grey's solicitor, engineer or planner, they will be paid by West Grey and then submitted to the Developer for reimbursement, so that the initial deposit will again be built up to enable West Grey to pay the next accounts as they are received. Deposit will be returned to Developer upon completion of planning requirements.

3. As accounts are received from West Grey's solicitor, engineer or planner, they will be paid by West Grey and then submitted to the Developer for reimbursement, so that the initial deposit will again be built up to enable West Grey to pay the next accounts as they are received. Deposit will be returned to Developer upon completion of planning requirements.
4. In circumstances when a Plan of Subdivision Agreement, or Plan of Condominium Agreement is not required, however, a Site Plan/ Development Agreement is requested by the Municipality.

Schedule J – Fire

Service or Activity	Fee	Unit	Applicable Tax	Notes
Fire Inspections				
Single Family by request or complaint	See note.			No charge as it could be an immediate life safety issue.
Daycare/Family Services/Community Living	\$125.00		Exempt	
Owner / Real Estate / Lawyer Requests	\$150.00		Exempt	
Duplex - 3 to 6 units	\$200.00		Exempt	
Duplex - Over 6 units	\$300.00		Exempt	
Commercial/Industrial multi-tenant by request less than 20,000 sq. ft.	\$125.00	Per unit	Exempt	
Commercial / Industrial by complaint or by direction of the Fire Chief	\$150.00	Per visit	Exempt	No charge for first visit.
Final visit to close file	\$150.00		Exempt	
Annual Fire Safety Inspection and Fire Drill Vulnerable Occupancy	\$350.00		Exempt	
Fire Safety Plan Approvals	\$100.00		Exempt	
Consulting and authoring of Fire Safety Plans	\$70.00	Per hour	+ HST	
Other Inspections				
Day Care Grey County	\$100.00		Exempt	
Day Care Home Based and Group Home	\$125.00		Exempt	
Liquor licence Approval	\$85.00		Exempt	
Inspections for Exhibitions, Shows, Demonstrations, Etc.	\$150.00		Exempt	
Propane Risk and Safety Management Plan Approvals	\$125.00		Exempt	
Propane Risk and Management Plan (Consulting and Reviews)	\$70.00	Per hour	+ HST	
Administrative costs on fees listed in ‘Other Inspections’	\$30.00	Each		
Reports				
Property File Search and Inspection Report	\$100.00	Each	Exempt	Property File Search and Inspection Report
Release of Incident Report on fires or MVC responses by consent	\$150.00 and up			Release of Incident Report on fires or MVC responses by consent
Letter to Lawyers or Insurance Companies including file searches for outstanding orders.	\$75.00	Each	Exempt	Letter to Lawyers or Insurance Companies including file searches for outstanding orders.

Schedule J – Fire

Service or Activity	Fee	Unit	Applicable Tax	Notes
Responses				
Wild land fires through carelessness 1st hour per unit	See note.			Response rates set by MTO and may rise without notice.
Each additional 1/2 hour or part of, per unit	See note.			Response rates set by MTO and may rise without notice.
Car fires and Motor Vehicle collisions to the at fault drivers insurance co. (per hour per-responding unit.) and any ½ hr. or part of	See note.			Response rates set by MTO and may rise without notice.
Multiple residential, multi dwelling structure fires	\$1,500.00		Exempt	Surcharge to offset items such as fuel and water consumption for fire suppression
Residential and Residential outbuilding structure fires	\$500.00		Exempt	Surcharge to offset items such as fuel and water consumption for fire suppression
Commercial / industrial / Agricultural structure fires	\$2,000.00		Exempt	Surcharge to offset items such as fuel and water consumption for fire suppression
Nuisance false fire alarms	\$200.00	Per visit	Exempt	Three free per year. Surcharge to offset items such as fuel and water consumption for fire suppression
False Co alarms calls	See note.			No charge as it could be an immediate life safety issue.
Fire Apparatus stand by (fire scenes, controlled burns) includes staffing	See note.			Response rates set by MTO and may rise without notice.
Aerial Ladder – (outside of West Grey & Mutual Aid – includes staffing) - first hour	\$800.00		Exempt	
Aerial Ladder – (outside of West Grey & Mutual Aid – includes staffing) – each additional hour or part of.	\$500.00	Per hour	Exempt	
Environmental Service Calls – Fire Service required on scene for standby or assistance- plus materials	See note.			Response rates set by MTO and may rise without notice.
If necessary to retain the services of a private contractor specialized in Hazmat clean up and/or retrieval.	See note.			Actual costs of all agencies involved.
If necessary to provide security to maintain continuity during an incident investigation by (Police, Staff or otherwise)	\$1,000.00	Per day	Exempt	

Schedule J – Fire

Service or Activity	Fee	Unit	Applicable Tax	Notes
Responses				
Technical rescue and special services (water rescue, high angle rope rescue, confined, space rescue, hazardous materials)	See note.			Actual costs of all agencies involved.
Industrial Wind Turbines (any type of response) – first hour	\$625.00		Exempt	
Industrial Wind Turbines (any type of response) – each additional hour	\$312.00	Per hour	Exempt	
Miscellaneous Items				
Smoke alarms	Market price			
CO Alarms	Market price			
SCBA refills 2216 Psi	\$2.00	Each	+ HST	
SCBA refills 4500 Psi	\$4.00	Each	+ HST	
Cascade refill per bottle	\$25.00	Each	+ HST	
SCUBA refills	\$10.00	Each	+ HST	
Heavy Equipment (billed back at the contractor cost plus admin fees)	See note.			Actual cost, plus admin fee.
Contract Labour, West Grey Works etc. for boarding and securing property	See note.			Cost of material, plus admin fee and wages.
Equipment replacement due to contamination	See note.			Actual cost.
Gear Washing	\$15.00	Per set	+ HST	
Fire Hall Meeting Room Rental – 4 hours or less	\$51.00		+ HST	Payable to the Firefighter Association.
Fire Hall Meeting Room Rental – over 4 hours	\$100.00		+ HST	Payable to the Firefighter Association.
Burn permit – one month	\$20.00			
Burn permit - yearly	\$220.00			
Burn site inspection (large burns)	\$30.00		Exempt	
Fire Extinguisher training – up to 14 people	\$10.00	Per person	+ HST	
Fire Extinguisher training – groups of 15 or more	\$150.00	Per session	+ HST	
Entrance key lock box – installed	\$120.00	Each	+ HST	
Administration cost on all invoicing	\$30.00			
Peer Support & CISM Team to the affected municipality (wages, mileage, supplies)	See note.			Actual cost.
Consumable Fire Suppression Agents				
Class A & B wetting agents per 20-liter pail	Market price			
DSPA	Market price			
Dry Chemical Powder	See note.			Market price plus labour for refill
Salvage covers (tarps)	See note.			Actual cost.