



By-law Number 2019-008

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 2019-008 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 2018-002 is hereby repealed.
5. This by-law shall come into force and effect on the date it is passed by Council.

Passed this 7th day of February, 2019

Mitch Twolan
Warden

Donna Van Wyck
Clerk

Schedule “A” to By-Law 2019-008

Administration
All County Departments

Service	Fee	HST
<u>Photocopies</u>		
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 2019-008

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
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 2019-008

Planning & Economic Development

Fee Schedule - Planning Applications

Service	Fee
Part Lot Control By-law	\$900.00 per lot (payable prior to Local Municipal By-Law being given final approval by the County) HST exempt
Official Plan or Secondary Plan Amendment	\$1500.00 HST exempt
Zoning By-law Amendment	\$1270.00 HST exempt
Joint application to Amend official Plan or Secondary Plan and Zoning By-law Amendment	\$2300.00 HST exempt
Joint Zoning and Severance /Consent	\$2,330.00 HST exempt
Joint Minor Variance and Severance/Consent	\$1,890.00 HST exempt
Joint OPA / Zoning and Severance/Consent	\$3,370.00 HST exempt
Joint Local OPA / County OPA	\$2,300.00 HST exempt
Joint Local OPA /County OPA / Zoning Amendment	\$3,350.00 HST exempt
Joint Local OPA / County OPA / Zoning Amendment and Consent/Severance	\$4,530.00 HST exempt
Joint OPA and Consent	\$2,560.00 HST exempt
Consent/Severance including easements and rights-of-way	(a) Where no lot is created \$1,190.00 (b) For each new lot created \$1,190.00 (c) Certification of Consent \$150.00 (d) Change of Conditions \$550.00 All are HST exempt
Minor Variance	\$800.00 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 2019-008

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)	\$5,040.00 (Flat Fee) \$6,290.00 (Flat Fee) \$7,540.00 (Flat Fee) Plus \$70.00 per lot or block, with a minimum flat fee of \$580.00 and a maximum flat fee of \$6,950.00 HST exempt	\$5,040.00 (Flat Fee) \$6,290.00 (Flat Fee) \$7,540.00 (Flat Fee) Plus, the lesser of \$70.00 per unit or \$1,390.00/ ha with a minimum flat fee of \$580.00 and a maximum flat fee of \$6,950.00 HST exempt
Certificate of Exemption	N/A	\$1,250.00 HST exempt
Major Revision (Major revisions to the Plan or conditions of Draft Approval requiring major recirculation)	\$1,250.00 HST exempt	\$1,250.00 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)	\$630.00 HST exempt	\$630.00 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)	\$1,070.00 HST exempt	\$1,070.00 HST exempt
Final Approval (payable prior to the Plan being given Final Approval for registration)	\$1,250.00 HST exempt	\$1,250.00 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 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Admission</u>		
Individual	\$8.00	Add
Senior/Student	\$6.00	Add
Children (4-12)	\$4.00	Add
Reading Room Day Pass	\$6.00	Add
<u>Membership</u>		
Individual	\$40.00	Add
Family	\$60.00	Add
Senior/Student (60+)	\$30.00	Add
Group/Organization	\$60.00	Add
Corporate	\$250.00	Add
<u>Programs & Events Capital Fee*</u>		
Applied per transaction to programs and events	\$2.00	Add
<u>Facility Rental</u>		
Staff Time	\$25.00 per hour	Add
Bartending	\$17.00 per hour (minimum of 3 hours)	Add
Corkage	\$10.00	Add
Coffee/Tea (serves approximately 20 people)	<u>Non-Profit</u> \$15.00	Add
	<u>Commercial</u> \$15.00	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	<u>Non-Profit</u> \$5.00 each	Add
	<u>Commercial</u> \$5.00 each	Add
Security	\$25.00 per hour	Add
Socan/Resound	Charges are specific to individual event	Add
<u>Kitchen Rental</u>	<u>Commercial Use Only</u> \$20.00 per hour \$50.00 for 4 hours \$100.00 for 8 hours	Add Add Add
School Programming	\$5.00 half day \$9.00 full day	HST applies to High School Students only

Schedule “D” to By-Law 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>March Break & Summer Day Camp Program</u>		
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
<u>Late Pick-up Fees</u>		
First occurrence if less than 15 minutes	No Charge	Not Applicable
All following occurrences for every 15 minutes	\$10.00	Not Applicable
<u>Museum Mobile</u>	\$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
<u>Outreach</u>		
Seniors - Inside the County	One Hour Program - No charge	Not Applicable
<u>Group Tours</u>		
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
<u>Gift Shop</u>		
Handling fee for shipping of goods	\$5.00 Minimum	Add
<u>Graphic Design Work</u>		
For clients renting facility	\$50.00 per hour (3 hour minimum)	Add
<u>Collections</u>		
Photo Reproductions of artifacts within the Museum collection	\$20.00 per item \$5.00 per additional item	Add Add

Schedule “D” to By-Law 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Bruce Power Theatre</u> Half Day or Evening	<u>Non-Profit</u> \$3.00 per seat \$150.00 minimum \$300.00 maximum <u>Commercial</u> \$5.00 per seat \$250.00 minimum \$475.00 maximum	Add Add Add Add Add Add
<u>Museum Mobile</u>	\$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
<u>Outreach</u> Seniors - Inside the County	One Hour Program - No charge	Not Applicable
<u>Group Tours</u> 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
<u>Gift Shop</u> Handling fee for shipping of goods	\$5.00 Minimum	Add
<u>Graphic Design Work</u> For clients renting facility	\$50.00 per hour (3 hour minimum)	Add
<u>Collections</u> Photo Reproductions of artifacts within the Museum collection	\$20.00 per item \$5.00 per additional item	Add Add
<u>Bruce Power Theatre</u> Half Day or Evening	<u>Non-Profit</u> \$3.00 per seat \$150.00 minimum \$300.00 maximum <u>Commercial</u> \$5.00 per seat \$250.00 minimum \$475.00 maximum	Add Add Add Add Add Add

Schedule “D” to By-Law 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Bruce Power Theatre</u>		
Full Day	<u>Non-Profit</u> \$4.00 per seat \$200.00 minimum \$400.00 maximum <u>Commercial</u> \$6.00 per seat \$300.00 minimum \$600.00 maximum	Add Add Add Add Add Add
<u>Bruce Gallery</u>		
Half Day with A/V	<u>Non-Profit</u> \$85.00 <u>Commercial</u> \$175.00	Add Add
Half Day without A/V	<u>Non-Profit</u> \$60.00 <u>Commercial</u> \$115.00	Add Add
<u>Bruce Gallery</u>		
Full Day with A/V	<u>Non-Profit</u> \$170.00 <u>Commercial</u> \$345.00	Add Add
Full Day without A/V	<u>Non-Profit</u> \$115.00 <u>Commercial</u> \$230.00	Add Add
Evening with A/V	<u>Non-Profit</u> \$180.00 <u>Commercial</u> \$360.00	Add Add
Evening without A/V	<u>Non-Profit</u> \$120.00 <u>Commercial</u> \$240.00	Add Add
<u>Sterling Room</u>		
Half Day	<u>Non-Profit</u> \$30.00 <u>Commercial</u> \$60.00	Add Add
Full Day	<u>Non-Profit</u> \$60.00 <u>Commercial</u> \$90.00	Add Add
Evening	<u>Non-Profit</u> \$85.00 <u>Commercial</u> \$120.00	Add Add

Schedule “D” to By-Law 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Dundas Room</u>		
Half Day	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
Full Day	<u>Non-Profit</u> \$60.00	Add
	<u>Commercial</u> \$90.00	Add
Evening	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$120.00	Add
<u>Café Area</u>	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$115.00	Add
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Lobby/Main</u>	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$115.00	Add
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Kitchen</u>		
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Outdoor Patio & Deck (Seasonal)</u>	<u>Non-Profit</u> \$175.00	Add
	<u>Commercial</u> \$345.00	Add
<u>Archives</u>		
Digital Image Reproduction		
Digital image files	\$15.00	Add
CD	\$2.00	Add
Emailing digital files	\$2.00 per email	Add

Schedule “D” to By-Law 2019-008

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Research Fees</u>		
Research Service	\$30.00 minimum fee for completing a research request	Add
Shipping and Handling		
Email		
	\$5.00 minimum	Add
	\$2.00	Add
<u>Copies</u>		
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
<u>Non-Profit Organization</u>		
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 2019-008

Paramedic Services

Service	Fee	HST
<u>Special Events Coverage</u> 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 2019-008

Library

Service	Fee	HST
<u>Overdue Fines</u>		
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
<u>Material Replacement Charges (books, video etc.)</u>		
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
<u>Equipment Rental</u>		
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 2019-008

Library

Service	Fee	HST
<u>Internet</u>	First 60 minutes per day are free	
Fees	\$1.00 per ½ hour session	Not Applicable
Printing Costs	\$0.25 per page (black)	Not Applicable
<u>Room Rental</u>	<u>For Profit Groups/Individuals</u> \$7.00per hour (minimum 1-hour booking) <u>Non-Profit Groups/Individuals</u> \$3.00per hour (minimum 1-hour booking) <u>Bruce County Departments, Friends of the Library, Free Open Events</u> No charge	Not Applicable Not Applicable Not Applicable Not Applicable
<u>Exam Proctoring</u>	\$20.00 per exam	Not Applicable
<u>Faxing</u>		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 2019-008

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
<u>Room Rental</u>	<u>Non-profit Organizations</u> No Charge \$20.00 if room left untidy <u>Private Organizations</u> \$50.00 \$20.00 if room left untidy	Included Included Included
Hair Salon	\$200.00 per month	Included
<u>Program Space</u>		
Home & Community Support Services Grey/Bruce (Gateway)	\$2,602.11 per month (2,016 square feet)	Add
Wiarion & District Cooperative Nursery School	\$551.11 per month (1,057 square feet)	Included
Bruce County EMS Laundry	\$0.80 per pound	Not Applicable

Schedule “H” to By-Law 2019-008

Human Resources

Service	Fee	HST
Director of Human Resources	\$100.00 per hour	Add
Health & Safety Manager	\$85.00 per hour	Add
HR Generalist	\$85.00 per hour	Add
Secretarial Services	\$26.50 per hour	Add
Phone	Actual	Add
Meals	Actual	Add
Mileage	County applicable rate	Add
Training	\$250.00 per day plus expenses	Add

Schedule “I” to By-Law 2019-008

Transportation and Environmental Services

Service	Fee	HST
<u>Entrance Permits</u>		
New Residential	\$200.00 plus \$300.00 refundable deposit	Not Applicable
- Change of usage/alterations	\$300.00 refundable deposit	Not Applicable
New Field	\$200.00 plus \$300.00 refundable deposit	Not Applicable
New Commercial	\$500.00 plus \$1,000.00 refundable deposit	Not Applicable
- Change of usage/alterations	\$1,000.00 refundable deposit	Not Applicable
Temporary Entrances	\$200.00 plus \$300.00 refundable deposit	Not Applicable
<u>Encroachment Permits</u>		
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
<u>Sign Permits</u>		
Billboard	\$50.00	Not Applicable
Advertising/Decorative	\$50.00	Not Applicable
<u>Oversize Load Moving Permits</u>		
Single Trip Permit	\$50.00 (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
Exceptional Loads (single trip permit only) In excess of 63,500 kg	\$200.00 (over 5.0m wide or over 45.75m long)	Not Applicable
	\$200.00 up to 120,000 kg	Not Applicable
	\$500.00 for greater than 120,000 kg	Not Applicable
Large Format Photocopies (24”x36”)	\$10.00 per copy	Included
Infrastructure Damage	Full cost recovery	Add
Staff Service - County Engineer	Current hourly rate plus payroll burden	Add

Schedule “J” to By-Law 2019-008

Corporate Services
(Finance and Information Technology)

Service	Fee	HST
System Support Analyst	\$50.00 per hour	Add
Information Technology Manager	\$85.00 per hour	Add
Training	\$250.00 per day plus expenses	Add