

**CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-
METHUEN**

BY-LAW NO. 2015 - 34

A by-law to establish the **FEES FOR SERVICES AND ACTIVITIES** for the Township of Havelock-Belmont-Methuen

WHEREAS Section 391 of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, authorizes a municipality and a local board 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 local board; and (c) for the use of its property including property under its control;

NOW THEREFORE the Council of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the fees for services and activities for the Corporation of the Township of Havelock-Belmont-Methuen are outlined on Schedule "A" attached hereto and forming part of this by-law.
2. That the fees for services and activities be reviewed on an annual basis.
3. That By-law 2011-02 is rescinded in its entirety upon the final passing of this by-law.
4. That this by-law come into force and take effect on the date of passing.

Read a FIRST, SECOND and THIRD time and finally passed in Open Council this 20th day of April, 2015.



Mayor



Clerk

Schedule "A" of By-law 2015-34

**Township of Havelock-Belmont-Methuen
Schedule of Fees for Services and Activities**

DESCRIPTION	DEPT	FEE	HST	EXPLANATION
AGREEMENTS-REGISTRATION & REMOVAL	ADMINISTRATION	\$ 1,200.00	NO	DEPOSIT
BURIAL PERMIT	ADMINISTRATION	\$ 10.00	NO	
COMPUTER GENERATED REPORTS	ADMINISTRATION	\$.25	NO	PER PAGE PLUS STAFF TIME
DOG TAG	ADMINISTRATION	\$ 20.00	YES	\$ 10.00 JAN 1 TO MAR 31, \$ 20.00 APRIL 1
FREEDOM OF INFORMATION REQUEST	ADMINISTRATION	\$ 5.00	NO	
MARRIAGE LICENCE	ADMINISTRATION	\$ 100.00	NO	
MARRIAGE SERVICE FEE	ADMINISTRATION	\$ 100.00	NO	
MOBILE CANTEEN	ADMINISTRATION	VARIOUS	NO	SEE CURRENT MOBILE CANTEEN BY-LAW
PHOTOCOPIES 8.5 X 11	ADMINISTRATION	\$.25	YES	PER COPY
PHOTOCOPIES 8.5 X 14	ADMINISTRATION	\$.30	YES	PER COPY
PHOTOCOPIES 11 X 17	ADMINISTRATION	\$.35	YES	PER COPY
RENTAL OF MUNICIPAL CHAMBERS	ADMINISTRATION	\$ 150.00	YES	
RETURNED CHEQUE	ADMINISTRATION	\$ 20.00	NO	CHANGE IN BANK FEE
TAX CERTIFICATE	ADMINISTRATION	\$ 30.00	NO	PER PROPERTY
TRANSIENT TRADER LICENCE	ADMINISTRATION	VARIOUS	NO	SEE CURRENT TRANSIENT TRADER BY-LAW
TRAILER PARK LICENCE FEE	ADMINISTRATION	\$ 100.00	YES	SEE CURRENT TRAILER PARK FEE BY-LAW
TELECOMMUNICATION TOWER SITING	ADMINISTRATION	\$ 2,500.00	NO	CRINS-SINRC \$ 1500/TWP \$ 1000
ZONING INFORMATION	BUILDING	\$ 30.00	NO	PER PROPERTY
WORK ORDER INFORMATION	BUILDING	\$ 30.00	NO	PER PROPERTY
BUILDING & PLUMBING PERMITS	BUILDING			SEE CURRENT BUILDING BY-LAW
BURN PERMITS	FIRE	\$ 25.00	YES	
CIVIC ADDRESS SIGN	FIRE	\$ 10.00	NO	FEE CHARGED WHEN BUILDING PERMIT ISSUED AND/OR SIGNS REPLACED
CIVIC ADDRESS SIGN POST	FIRE	\$ 10.00	NO	FEE CHARGED WHEN BUILDING PERMIT ISSUED AND/OR SIGNS REPLACED
CIVIC ADDRESS SIGN & POST INSTALLATION	FIRE	\$ 40.00	NO	FEE CHARGED WHEN BUILDING PERMIT ISSUED
FIRE DEPARTMENT FEES	FIRE			SEE CURRENT FIRE DEPT BY-LAW

Schedule "A" of By-law 2015-34

**Township of Havelock-Belmont-Methuen
Schedule of Fees for Services and Activities**

DESCRIPTION	DEPT	PROPOSED FEE	HST	EXPLANATION
ARENA ADVERTISING (4 x 8 SIGN MAX)	PARKS & REC	\$ 100.00	YES	PER YEAR
BASEBALL DIAMOND	PARKS & REC	\$ 20.00	YES	ADULT LEAGUE, PER GAME
BASEBALL DIAMOND	PARKS & REC	\$ 10.00	YES	MINOR LEAGUE, PER GAME
ICE RENTAL	PARKS & REC	\$ 110.00	YES	EFFECTIVE 2015/2016 SEASON
ICE RENTAL (HAV MINOR HOCKEY & FIGURE SKATING)	PARKS & REC	\$ 85.00	YES	EFFECTIVE 2015/2016 SEASON
SURFACE RENTAL (WITHOUT ICE)	PARKS & REC	\$ 50.00	YES	PER HOUR
TOWN HALL RENTAL	PARKS & REC	\$ 40.00	YES	PER DAY
SOCCER FIELDS	PARKS & REC	\$ 5.00	YES	PER GAME
MINOR VARIANCE	PLANNING			SEE CURRENT PLANNING BY-LAW
OFFICIAL PLAN AMENDMENT	PLANNING			SEE CURRENT PLANNING BY-LAW
PLAN OF SUBDIVISION	PLANNING			SEE CURRENT PLANNING BY-LAW
SITE PLAN AGREEMENT	PLANNING			SEE CURRENT PLANNING BY-LAW
ZONE AMENDMENT	PLANNING			SEE CURRENT PLANNING BY-LAW
OFFICIAL PLAN BOOKS	PLANNING	\$ 75.00	YES	PER BOOK
ZONING BY-LAW BOOKS	PLANNING	\$ 75.00	YES	PER BOOK
ENTRANCE PERMITS*	ROADS	\$ 1,050.00	NO	DEPOSIT AND ADMIN FEE PER ENTRANCE
WASTE MANAGEMENT	WASTE	VARIOUS	NO	SEE CURRENT WASTE BY-LAW

NOTES

Entrance Permits-the property owner is responsible for all costs to install an entrance to their property to the standards required by the Director of Public Works. A deposit is required to: (a) meet a condition of severance if the entrance has not been installed prior to the expiration of the conditions of severance (b) in order to obtain a building permit for an existing lot where an entrance doesn't exist or requires upgrades (c) when the owner has requested a new entrance to the property. The deposit would be returned upon construction of the entrance by the property owner, following the approval by the Director of Public Works. If the entrance is not installed to the satisfaction of the Director of Public Works, the deposit may be used to install a proper entrance.

Staff time-includes current hourly rates, benefits, materials & supplies and any other expenses related to the request.