

**THE CORPORATION OF THE TOWNSHIP OF CHISHOLM
BY-LAW 2023-XX**

Being a by-law to impose fees or charges for services provided by the Corporation of the Township of Chisholm

WHEREAS Section 391 of the Municipal Act, S.O. 2001 c.25 authorizes the Council of a municipality and a local board to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of the municipality or the local board.

AND WHEREAS the Corporation of the Township of Chisholm deems it desirable to create a comprehensive by-law to provide for the charging of fees.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM HEREBY ENACTS AS FOLLOWS:

1. That the fees provided in the schedules attached to and forming part of this by-law are hereby imposed for services listed.
2. That Schedules A, B, C, D, E and F are hereby confirmed as being part of this by-law.
3. That if the provisions of this by-law conflict with the provisions of any other by-law of the Corporation heretofore passed then the provisions of this by-law shall prevail.
4. All fees and charges set out in this by-law shall be payable prior to the provision of the service.
5. That By-law 2020-17 and 2022-17 be and is hereby repealed.

That this by-law shall come into force and effect on the 1st day of January, 2024.

Read a FIRST, SECOND AND THIRD TIME and passed in open Council this th day of , 2023.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

**THIS IS SCHEDULE "A" TO BY-LAW 2023-xx
OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

1. The user fees charged for General Government services shall be as follows:

Municipal Freedom of Information & Privacy Act (MFIPPA) as prescribed by legislation

Request	\$5.00
Search time (per 15 minutes)	\$7.50
Preparation of records for Disclosure (per 15 minutes)	\$7.50
Photocopies or print outs (per page)	\$.20

Miscellaneous

Tax Certificate	\$60.00
Zoning Information	\$60.00
Outstanding Work Orders Information	\$60.00
Fire Work Orders Information	\$60.00
Photocopies	\$.25 per page
Returned Item Charge	\$25.00
Facsimile	\$1.00 per page
Interest on overdue accounts	1.25% per month
Zoning By-law copy	\$35.00
Official Plan copy	\$35.00
Record Search	\$7.50 per 15 minutes
Township pins	\$3.00
Newsletter advertising	\$10.00 per publication or 6 publications for \$50.00
Culvert Installation	Actual cost of culvert and gravel. Install labour cost as per MTO OPSS
Entrance Permit	\$100.00
Certification of Documents:	
First Signature	\$15.00
Second Signature	\$5.00
Commissioning of Documents:	
First Signature	\$40.00
Second Signature	\$5.00

911 Replacement Cost

Sign	\$25.00
Post	\$25.00

Tax Sale

Subsequent to registration of tax arrears certificate	\$250.00
Subsequent to registration of first notice	\$350.00
Subsequent to registration of final notice:	
where there has been no extension agreement	\$450.00
where there has been an extension agreement	\$850.00
Pursuant to sale of land by public tender	\$900.00
Special meeting requested	\$450.00

Further costs related to the Public Sale such as advertising, surveying, legal, transfer and other charges will be the actual costs incurred, and will be charged in addition to the above

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**THIS IS SCHEDULE “D” TO BY-LAW 2023-xx
OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

1. Building Permit

A. New building and additions except for accessory buildings

per square foot	\$0.96
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B. Accessory Building

porches, carports, sundecks, balconies, solariums, sunrooms, garages, storage buildings, & farm buildings

per square foot	\$0.54
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C. Renovations without change in area

Repairs to all types of buildings – First \$1000.00 of construction value	\$100
Each additional \$1000.00 of value or part thereafter	\$20

D. Solar Panel Installation

When mounted onto a building	\$130
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E. Replace Roofing

For shingling only.	\$75
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2. Plumbing Permit

Flat fee for plumbing permit	\$45
Additional fee per fixture unit	\$9.00

3. Change of Use Permit

If no construction proposed, shall include minimum of one inspection	\$80.00
If no construction proposed, shall be classified as Class 1 or 2 permit	\$100

4. Conditional Permit (Stage Permit)

Permit stages available are: Excavation and Foundation Structure and Architecture Mechanical and Plumbing	First Stage	\$140
	Add. Stage	\$100 each

5. Occupancy Permit

Inspection of dwelling for occupancy	\$70
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6. Demolition Permit

Flat Fee, Minimum of one inspection	\$140
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7. Transfer of Permit

To transfer permit to another owner	\$120
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8. Administration Service

Outstanding Orders Certificates, Legal inquiries	\$60
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9. Moving a building into, within, or out of Township

Plus applicable building permit fees	\$100
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10. Refunds

Status of Permit Application	Percentage of Fee Eligible for Refund
Application filed, plans reviewed, permit issued and works abandoned prior to completion of foundation stage	50% of fee refundable subject to a minimum non-refundable fee of \$35
Application filed, plans reviewed, permit issued and works abandoned after completion of foundation stage	0%
Permit revoked	0%

Note: (1) For the purposes of this Schedule, building area means the total area of all floors above grade measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of firewalls and where the natural terrain permits a walkout basement, 25% of the floor area of the walkout basement will be included.

***Permits are not required for any building under 161 square feet or for the following:*

- *free standing decks*
- *Tents under 645 sq. ft*
- *fences under 6 ft*
- *Renovations to replace existing doors and windows (Same size)*
- *Metal Roofing*

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**THIS IS SCHEDULE "E" TO BY-LAW 2023-xx
OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

Planning Fees

Consent Applications (Per severance)	\$600 plus a \$500 deposit toward the actual costs in processing the application, i.e. planning consultant fees, North Bay Mattawa Conservation Authority, legal
Validation/Cancellation Certificate	\$275
Minor Variance Applications	\$500 plus a \$250 deposit toward the actual costs in processing the application, i.e. planning consultant fees, North Bay Mattawa Conservation Authority, legal
Official Plan Amendment	\$800 plus a \$1000 toward the actual costs in processing the application, i.e. planning consultant fees, North Bay Mattawa Conservation Authority, legal
Zoning By-law Amendment	\$600 plus a \$1000 deposit toward the actual costs in processing the application, i.e. planning consultant fees, North Bay Mattawa Conservation Authority, legal
Site Plan Agreement	\$300.00 Administration fee plus costs (legal fees and registration)

Lakeshore Road Allowance Closing Fees

Land Cost and Application cost	\$4.00 per linear foot (calculated using length of road allowance not width) plus \$250.00 Administration fee, plus \$2000.00 deposit and actual cost
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Original Road Allowance Closing Fess

Land Cost and Application cost	\$15.00 per linear foot (calculated using length of road allowance not width) plus \$250.00 Administration fee, plus \$2000.00 deposit and actual cost
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**THIS IS SCHEDULE “F” TO BY-LAW 2023-xx OF
THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

1. The fees charged for cemetery services shall be as follows:

Burial Lots

Township Resident or Property Owner (as of date of purchase)	Single Lot	4’x 8’ (New Section) <u>or</u> 4’x 9’ (Old Section) \$340 (\$50 plus \$290 Care and maintenance fund)
Non Resident	Single Lot	4’x 8’ (New Section) <u>or</u> 4’x 9’ (Old Section) \$540 (\$250 plus \$290 Care and Maintenance)

*Price Includes Care & Maintenance Fund.

Interment Rates

	Weekdays	Weekends
Regular Grave Opening: Adult	\$525	\$625
Child/Infant	\$525	\$625
Cremation Opening	\$300	\$400
Double Cremation	\$425	\$575

Care and Maintenance Contributions for Monument/Markers

Under 173 sq. inches (no foundation required)	Nil
1 – 24 inches	\$100
25 – 48 inches	\$200
Over 48 inches	\$400

Cost for constructing foundations at the expense of clients and to be provided by Monument Companies.

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