

# THE CORPORATION OF THE TOWNSHIP OF GREATER MADAWASKA

## BY-LAW 13-2025

Being a By-Law to establish a General Tariff of Fees and Charges for the Township of Greater Madawaska

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**WHEREAS** Section 391 of the Municipal Act 2001, S.O. 2001, as amended, provides for a municipality to pass by-laws imposing fees or charges on persons for services and activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control;

**WHEREAS** Section 69 (1) of the Planning Act R.S.O. 1990, c. P. 13, as amended, provides that a municipality may establish a tariff of fees for the processing of applications;

**AND WHEREAS** Section 7 of the Building Code Act, 1992, S.O. 1992, as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters requiring the payment of fees on applications for and on the issuance of permits;

**NOW THEREFORE** the Council of the Corporation of the Township of Greater Madawaska enacts as follows:

1. That Schedules A-G attached hereto and forming part of this By-Law setting out various departmental fees and charges are hereby approved.
2. That the fees and charges as indicated in this by-law do not include applicable taxes, which will be added to the user fee or charge unless otherwise indicated in the Schedule.
3. No request by any person for any information, service, activity or use of Township property described in the schedules will be processed or provided unless and until the person requesting the information, service, activity or use of Township property has paid the applicable fee or charge in the prescribed amount as set out in the applicable Schedule.
4. Should any part of the By-Law, including any part of the Schedules, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is Council's intention that such invalid part of the By-Law shall be severable and that the remainder of this By-Law including the remainder of the schedules, as applicable, shall continue to operate and to be in force and effect.
5. This By-Law supersedes all previous resolutions and By-Laws with respect to the fees and charges as outlined within Schedules A-G.
6. That this By-Law shall come into force and take effect on the day of final passing thereof.

**READ** a first and second time this 20th of February 2025.

**READ** a third time and passed this 20th of February 2025.

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Rob Weir, Mayor

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Robin Emon, Clerk

<b>Schedule A – Administration and Finance Fees</b>		
<b>Description</b>	<b>Up to February 19, 2025</b>	<b>Effective February 20, 2025</b>
<b>Licensing Fees</b>		
Lottery Licenses-Bingo, Raffle, Break Open Tickets	3% of prize value	3% of prize value
Short-Term Rental Accommodation (STA) Licensing Fee (Licence Issued)	\$350 annually	\$350 annually
Short-Term Rental Accommodation (STA) Licensing Fee Refund (Application Reviewed, No Licence Issued)	40% refund of annual licensing fee	40% refund of annual licensing fee
Refreshment Stand (Calendar Year Fee)	\$175.00	\$175.00
Mobile Canteens	\$75.00	\$75.00
Special Events Permit (By-Law 54-2018 section 4.1.3)	\$100.00	\$100.00
Kennel License after March 31	\$250.00 plus \$10.00 per tag per dog	\$250.00 plus \$10.00 per tag per dog
Kennel License before March 31	\$150.00 plus \$10.00 per tag per dog	\$150.00 plus \$10.00 per tag per dog
Dog Tag after March 31 (per dog)	\$20.00	\$20.00
Dog Tag before March 31 (per dog)	\$15.00	\$15.00
Dog Tag replacement tag	\$10.00	\$10.00
Dog Tag – Service/Guide Dog	No Charge	No Charge
<b>Miscellaneous</b>		
Fax or Scan (per page)	\$0.25	\$0.25
Maps – County	\$3.00	\$3.00
Maps – Township	\$10.00	\$10.00

NSF Cheques	\$50.00	\$50.00
Photocopy (per page)	\$0.20	\$0.20
Lapel Pin – Township	\$2.50	\$2.50
Official Tax Certificate (per property)	\$60.00	\$60.00
New Tax Account	\$25.00	\$25.00
Tax Bill Re-Print	\$10.00	\$10.00
Tax Sale Tender Packages	\$30.00	\$30.00
Late payment fees on all overdue accounts (excluding taxes)	1.25% per month after 60days	1.25% per month after 60days
Commissioner of Oaths - Resident	\$10.00	\$10.00
Commissioner of Oaths - Non-Resident	\$20.00	\$20.00
<b>Municipal Freedom of Information Requests (MFOI)</b>		
MFOI Application Fee	\$5.00	\$5.00
MFOI Search and Preparation Time (each 15 minutes)	\$7.50	\$7.50
MFOI Photocopies (per page)	\$0.20	\$0.20
MFOI External Electronic Media Device i.e. USB stick (per device)	\$10.00	\$10.00
NOTE: MFOI fees estimated at over \$100.00 require a deposit of 50% of the estimate		
<b>Staff Charge out Rates</b>		
Staff Charge Out Rates	Cost recovery	Cost recovery
Sound Monitoring (25% surcharge if over 4 hours)	\$100.00 per hour	\$100.00 per hour
Fire Human Resources Charge Out Rate (per person)	\$30.00 per hour	\$30.00 per hour

<b>Schedule B – Building</b>		
<b>Description</b>	<b>Up to February 19, 2025</b>	<b>Effective February 20, 2025</b>
<b>Building Services</b>		
Minimum Permit Fee – Residential	\$100.00	\$100.00
Minimum Permit Fee – Commercial/Industrial/Institutional	\$100.00	\$100.00
Building Permit - New Residential (per square foot)	\$0.70	\$0.70
Building Permit - Residential – Non-living Space (per sq. ft.)	\$0.50	\$0.50
Building Permit - Commercial/Industrial/Institutional (per square foot)	\$0.90	\$0.90
Small Renovations/Alterations (as defined by CBO)	\$150 flat rate	\$150 flat rate
Building without a permit	Permit fee x2	Permit fee x2
Additional Inspection Fee	\$100.00	\$100.00
Demolition Permit	\$100.00	\$100.00
Change of Use	\$200.00	\$200.00
Plumbing	\$200.00	\$200.00
Revision or Renewal of Permit	\$100.00	\$100.00
Occupancy Permit or Final Inspection	\$100.00	\$100.00
Deck/Private Pool	\$100.00	\$100.00
Installation of Solid Fuel burning Appliance	\$100.00	\$100.00
Farm Out-Buildings (per square foot) – Minimum Fee \$75.00	\$0.30	\$0.30
Gazebos	\$100.00	\$100.00

Porch/Carport	\$100.00	\$100.00
Compliance Letter	\$100.00	\$100.00
Temporary Use Tents in excess of 65 sq. metres	\$100.00	\$100.00
<b>Sewage System Fees</b>		
Class 1	No permit	No permit
Class 2	\$300.00	\$300.00
Class 3	\$300.00	\$300.00
Class 4	\$500.00	\$500.00
Class 5	\$500.00	\$500.00
Inspection related to severance application	\$125.00	\$125.00
Replacement Tank	\$200.00	\$200.00
Replacement 100 feet weepers	\$200.00	\$200.00
Revoked/New Permit Administration Fee (sewage only)	\$75.00	\$75.00
Septic System Search	\$75.00	\$75.00
NOTE: Systems that exceed output of 10,000 litres per day will be referred to the Ministry of Environment		

<b>Schedule C – Planning</b>		
<b>Description</b>	<b>Up to February 19, 2025</b>	<b>Effective February 20, 2025</b>
<b>Planning Services</b>		
Consent per new lot created, boundary adjustment or easement requested (not including retained parcel)	\$800	\$800
Concurrent Consent Application in the same land holding		\$200
Rights-of-Way/Easements (associated with concurrent consent application) - each servient parcel (property giving the ROW/easement)	\$200	\$200
Validation of title, cancellation of consent, other consent applications	\$300	\$300
Minor Variance	\$850 + \$1,000 Deposit	\$850 + \$1,000 Deposit
Recirculation for Consent or Minor Variance	50%	50%
Deferral Fee for Consent or Minor Variance	50%, payable prior to reactivation of the application	50%, payable prior to reactivation of the application
Zoning Amendment Application	\$2,000 + \$2,000 Deposit	\$2,000 + \$2,000 Deposit
Zoning Lifting of Holding (h) Symbol	\$600	\$600
Temporary Use By-law	\$1,400	\$1,400
Official Plan Amendment	\$1,500	\$1,500
Site Plan Applications	\$2,000 + \$5,000 Deposit	\$2,000 + \$5,000 Deposit
Site Plan Amendment (Red-line revision to a site plan approved within the past 12 months)	50%	50%
Draft Plan of Subdivision or Condominium	\$2,000 + \$5,000 Deposit	\$2,000 + \$7,500 Deposit
Red-Line Revision to Draft-Approved Subdivision/Condominium	50%	50%

Subdivision Agreement	\$3,000 + \$5,000 Deposit	\$3,000 + \$5,000 Deposit
Subdivision Agreement Amendment	50% + \$2,000 Deposit	50% + \$2,000 Deposit
Pre-Servicing Agreement	\$600	\$600
Draft Plan Approval Extension	\$400	\$400
Part Lot Control By-law (within a registered plan of subdivision)	\$400	\$400
Deeming By-Law	\$400	\$400
Liftin of One-Foot Reserves	\$400	\$400
Development Agreements (Consent/URA Agreements)	\$600 base + \$200 per additional affected lot/party (+ \$2,000 Deposit)	\$600 base + \$200 per additional affected lot/party (+ \$2,000 Deposit)
Shoreline Road Allowance Closure/Purchase of Town-Owned Lands (Application Fee Only)	\$1,250 per recipient lot + Associated costs and costs of land (+ \$2,000 Deposit)	\$1,250 per recipient lot + Associated costs and costs of land (+ \$2,000 Deposit)
Zoning Certificate	\$75	\$75
Other Matters/Services	Based on estimated Wage Cost	Based on estimated Wage Cost
Multiple Applications	10% off each prescribed fee	10% off each prescribed fee
Parkland Dedication Fee – Waterfront Lot		\$800.00
Parkland Dedication Fee - Non Waterfront Lot		\$600.00
Parkland Dedication Fee – Residential Suidivision and all other land uses including Institutional uses		5% of the appraised value
Parkland Dedication Fee – Commercial or Industrial use		2% of the appraised value
Cost Recovery (All Applications)	If multiple cost deposits apply, the total deposit shall be the sum of the applicable deposits, or may be equal to the estimated costs of the services required, at the sole discretion of the Township. Actual costs to the Township shall be paid prior to application approval, or issuance of municipal	If multiple cost deposits apply, the total deposit shall be the sum of the applicable deposits, or may be equal to the estimated costs of the services required, at the sole discretion of the Township. Actual costs to the Township shall be paid prior to

	<p>comments for County applications. Where costs are incurred as a condition of approval, payment of costs shall be required prior to the Township issuing condition clearance. Additional cost deposits shall be made by applicants upon request of the Township and shall be required prior to further processing. Applicants shall be responsible for all costs incurred by the Township in relation to appeals of the application to the Ontario Land Tribunal or other proceedings. Unused deposits will be refunded to applicants following completion of the application and payment of all Township costs.</p>	<p>application approval, or issuance of municipal comments for County applications. Where costs are incurred as a condition of approval, payment of costs shall be required prior to the Township issuing condition clearance. Additional cost deposits shall be made by applicants upon request of the Township and shall be required prior to further processing. Applicants shall be responsible for all costs incurred by the Township in relation to appeals of the application to the Ontario Land Tribunal or other proceedings. Unused deposits will be refunded to applicants following completion of the application and payment of all Township costs.</p>
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Schedule D – Fire		
Description	Up to February 19, 2025	Effective February 20, 2025
<b>Fire Services</b>		
Burn Permit (valid 2 days)	\$5.00	\$5.00
Burn Permit (valid for a 30 days)	\$25.00	\$25.00
Burn Permit (valid for a annual year)	\$50.00	\$50.00
Commercial Fire Code Inspections (on request/complaint only)	Site Inspection free; follow up at \$30/hour	Site Inspection free; follow up at \$30/hour
Incinerator Permit	\$25.00	\$25.00
Indemnification Technology – Per Fire Marque Agreement - Should the insurer pay the coverage to the property owner and/ or policy holder, the property owner and/or policy holder is liable to remit these funds to the municipality or its representative	Current Ministry of Transportation (MTO) rate per hour per vehicle + personnel costs + any additional costs for each call	Current Ministry of Transportation (MTO) rate per hour per vehicle + personnel costs + any additional costs for each call
Fire Inspection Letter or Order, Fire Reports, Investigation Reports, Compliance Letters and Real Estate Records Search (plus MFIPPA fees where applicable)	\$100	\$100

Schedule E – Recreation		
Description	Up to February 19, 2025	Effective February 20, 2025
<b>Recreation Facilities</b>		
Ball Diamond Rental All Weekend Tournament (Friday - Sunday)	\$325.00	\$325.00
Ball Diamond Rental	\$30.00 per game	\$30.00 per game
Lighted Diamond (Tournament)	\$20.00 per hour minimum 3 hours	\$20.00 per hour minimum 3 hours
Unlit diamond (Tournament)	\$95.00 per day	\$95.00 per day
Outdoor Rink - Public Skating	no charge	no charge
Outdoor Rink – <del>Sat/Sun (9am-12pm) ONLY</del>	\$150/hour for ratepayers; \$225 for non-ratepayers	\$75/hour
Outdoor Rink Surface Rental - April to October (after 5pm)	\$300 per day	\$300 per day
Outdoor Rink Surface Rental - April to October (before 5pm)	\$150 per day	\$150 per day
Outdoor Rink Surface Rental - April to October (per weekend)	\$500 per weekend	\$500 per weekend
Rink Board Advertising Rates (sign owner provides)	n/a	\$500.00 setup & first year \$250.00 annually after
Eagle's Nest Parking Fee - Daily Rate	\$5 per day	\$5 per day
Eagle's Nest Parking Fee - Annual Pass Resident	\$25	\$25
Eagle's Nest Parking Fee - Annual Pass Non Resident	\$50	\$50
Barnet Boat Launch Parking Fee - Daily Rate	\$5 per day	\$5 per day
Barnet Boat Launch Parking Fee - Annual Pass Resident	\$25	\$25
Barnet Boat Launch Seasonal Pass – Annual Non Resident	\$50	\$50

Memorial Bench (10 year term)	\$1,400.00	\$1,400.00
Memorial Bench Extension (10 year term)	\$400.00	\$400.00
Memorial Tree (10 year term)	\$400.00	\$400.00
<b>Recreation Rentals</b>		
Barnet Cottage for Local Community Groups	\$300.00 per day / \$500 per weekend	\$300.00 per day / \$500 per weekend
Barnet Cottage (Monday-Thursday after 5 pm)	\$300 per day (and after 5 pm)	\$300 per day (and after 5 pm)
Barnet Cottage (Monday-Thursday before 5 pm)	\$150 per day (before 5 pm)	\$150 per day (before 5 pm)
Barnet Cottage (Friday to Sunday)	\$600.00 per day / \$1,000 per weekend	\$600.00 per day / \$1,000 per weekend
Barnet Cottage Damage Deposit	\$500.00 (refundable after facility inspection)	\$500.00 (refundable after facility inspection)
Confirmation of Rental Deposit	50% of anticipated rental cost (non-refundable)	50% of anticipated rental cost (non-refundable)
Local Community Groups (approved by Council)	\$50 Deposit - 6 free times per year \$30.00 for 1st 3 hours, \$15.00 for each hour after Add'l costs will apply if hall left in an unacceptable manner	\$50 Deposit - 6 free times per year \$30.00 for 1st 3 hours, \$15.00 for each hour after Add'l costs will apply if hall left in an unacceptable manner

<b>Schedule F – Public Works</b>		
<b>Description</b>	<b>Up to February 19, 2025</b>	<b>Effective February 20, 2025</b>
<b>Public Works</b>		
Civic Address (including post & install)	\$125.00	\$125.00
Replacement Civic Address	\$75.00	\$75.00
Replacement Post	\$15.00	\$15.00
Remote/Water Access Civic Address	\$75.00	\$75.00
Entrance Permits	\$100.00	\$100.00
Entrance Permit - Fee for no marking	\$75.00	\$75.00
Road Cut Permit	\$200.00	\$200.00
<b>Equipment Charge-Out Rates</b>		
External Equipment Rates	Rates as per the current OPSS external rate schedule	Rates as per the current OPSS external rate schedule

**Schedule G – Waste Management**

Description	Up to February 19, 2025	Effective February 20, 2025
<b>Public Works</b>		
Appliances with O.D.P.	\$45.00	\$45.00
Tire on Rim	No Charge	No Charge
Furniture (including microwaves)	\$5.00 per item	\$5.00 per item
Pick Up Truck	\$20.00/load	\$20.00/load
Landfill Card - Replacement	\$0.00	\$0.00
Propane Tanks	No Charge	No Charge
Roll-off Bins	\$20.00 per yard	\$20.00 per yard
Single Axle Trailer*	\$30/load	\$30/load
Double Axle Trailer*	\$100.00/load	\$100.00/load
Tandem Axle Dump truck*	\$300.00/load	\$300.00/load
Tractor Trailer *	\$550.00/load	\$550.00/load
Tri-Axle Trucks*	\$400.00/load	\$400.00/load
Blue Boxes	No Charge	No Charge
Backyard Composter	\$50	\$50
Soil contaminated with Fuel oil	Staff to refer requests to the Facilities Manager if acceptable the charge will be \$50 / cubic yard	Staff to refer requests to the Facilities Manager if acceptable the charge will be \$50 / cubic yard