

The Corporation of the Municipality of Grey Highlands

By-law No. 2023-121

**Being a By-law to amend by-law 2012-063 being a
By-law to Establish Fees and Charges to be collected
by the Corporation of the Municipality of Grey
Highlands**

Whereas, the Municipal Act, 2001 provides that a Municipality may pass by-laws imposing fees or charges on any class of persons; and

Whereas, Council passed By-law 2012-063 on September 10, 2012 which has been updated over the years; and

Whereas, the Corporation of the Municipality of Grey Highlands deems it expedient to update the fees and charges to be collected by the various departments of the Corporation of the Municipality of Grey Highlands in 2023;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law 2012-063 as amended, be further amended by replacing Schedules A, B, C, D, E, H and I with the schedules attached hereto and forming part of this by-law.
2. That this by-law comes into full force and effect on October 1, 2023.

Read a first, second and third time, and finally passed on September 06 2023.

The Corporation of the
Municipality of Grey Highlands

Original Signed By

Paul McQueen, Mayor

Original Signed By

Amanda Fines-VanAlstine, Deputy-Clerk

Status: Passed

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "A"
Department: **Administration/Finance**

Taxes where applicable

Service	By-law	Amount
Administration		
Photocopy per page	2014-12	\$0.50
Certification of Photocopies	2022-12	\$6 per page
Faxes-up to 5 pages	2012-63	\$6.00
Faxes-per page cost after 5 pages	2014-12	\$0.75
FOI requests (labour/copy charges extra)	2022-12	as legislated
Oaths & Affidavits - Commissioning	2012-63	\$25.00
Line Fence Act Filing Fee	2019-66	\$200.00
Line Fence Appeal Fee	2019-66	as legislated
Tenant Protection Inspection	2012-63	Actual + \$50.00
Search for information for past years (minimum charge 1 hour)	2016-16	Hours * Labour/hr cost
Labour per hour cost	2014-12	\$35.00
Osprey history book	2012-63	\$55.00
Euphrasia history book #1	2012-63	\$35.00
Euphrasia history book #2	2012-63	\$32.00
Purchase Euphrasia #1 & #2	2012-63	\$60.00
Markdale History Book	2012-63	\$25.00
Artemesia (Split Rail)	2012-63	\$30.00
Artemesia (Split Rail Vol 2)	2012-63	\$30.00
Priceville History Book (Grey Roots)	2012-63	\$35.00
Map Book- Grey County	2017-21	Set by County
Flag- Grey Highlands	2012-63	\$30.00
Completion of Forms	2023-121	\$100.00
Finance		
Interest on special charges and accounts receivables (monthly)	2012-63	1.25%
Mortgage Admin Fee - Tax Bills	2019-66	\$10 per tax account per notice
Tax certificates	2023-121	\$75.00
Tax Info/History – Current to 3 yrs	2012-63	No charge
Tax Info/History 4 yrs and prior	2012-63	\$50.00
Returned Cheque Charge	2014-12	\$45.00
Notice of Past Due Taxes	2020-14	\$2.00
Year-end Statement (multi-year arrears)	2014-12	\$15.00
Municipal Tax Sale Proceedings - Issuance of Final Notice Prior to Tax Sale	2014-12	\$15.00
Municipal Tax Sale - Initiation of Formal Proceedings	2020-14	Actual costs + \$500
Municipal Tax Sale - Final Sale of Lands Procedure	2012-63	Actual costs + \$1000.00
Extension Agreement - terms not met	2023-121	\$100.00
Tile Drain Loan Application Fee	2023-121	\$250.00
Tile Drain Loan Early Repayment Fee	2023-121	\$250.00

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "A"
Department: **Administration/Finance**

Taxes where applicable

Service	By-law	Amount
Corporate		
Civil Marriage Ceremony *Includes \$60 non-refundable reservation fee	2020-14	\$339.00
Stat Holiday Fee	2020-14	\$56.50
Rehearsal Fee *1 hour max	2020-14	\$56.50
Time Extension Fee * per additional 15 minute increment	2020-14	\$16.95
Witness Fee (per witness)	2020-14	\$28.25
Video Recording of Cermony *Council Chamber location only	2020-14	\$84.75
Noise Exemption Fee	2023-121	\$200.00
Death Registrations	2023-121	\$25.00
Property Standards - Municipal Work	2023-121	Actual costs + \$500

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "B"
Department: **Building**

Taxes not applicable

Service	By-law	Amount
Compliance Letter	2023-121	\$200.00
Minimum Permit Fee	2016-24	\$150.00
Pre-Occupancy Deposit (refundable upon final inspection)	2016-24	\$500.00
Deposit for Final Inspection***	2020-14	\$250.00
Change of Use Permit	2012-63	\$100.00
Administrative Fee	2014-12	2x permit value or \$500 whichever is greater
Non-Refundable Application Fee Value \$0-\$30,000	2016-24	\$150.00
Non-Refundable Application Fee Value \$30,001 and over***	2020-14	\$250.00
Re-inspection Fee (will be deducted from deposit at posted fee) *	2016-24	\$100 per inspection
Revision to Existing Permit	2016-24	\$150.00
Renewal of Building Permit/Transfer of Permit	2016-24	\$75.00
Demolition Permits	2016-24	\$150.00
Third Party Costs	2016-24	Full Cost Recovery
Building Permits		
Residential - New (all floors and basement)	2016-24	\$0.65/sq. ft.
Residential - Addition (all floors and basement)	2016-24	\$9.00/\$1000 value
Renovations	2012-63	\$9.00/\$1000 value
Decks	2016-24	\$150.00
Plumbing Permit	2016-24	\$65.00/floor
Mechanical Review	2016-24	\$150.00
Fireplace/Heating Plant	2016-24	\$150.00
Swimming Pool / Enclosure Area	2016-24	\$150.00
Accessory Building	2016-24	\$0.40./sq.ft
Agricultural	2016-24	\$0.25/sq.ft.
Manure Tanks	2016-24	\$0.25/sq.ft.
Silos/Granaries	2016-24	\$150.00
Commercial/Industrial/Institutional (incl Roof-Mounted Solar Projects and Medical Marijuana Facilities)	2016-24	\$10.00/\$1000 value
Industrial Wind Turbine per Turbine **	2012-63	\$35,000.00
Industrial Wind Turbine Performance bond per Turbine	2012-63	\$100,000.00
Sewage		
Private Sewage Disposal Systems- Class 2	2016-24	\$250.00
Private Sewage Disposal Systems - Tank Replacement	2016-24	\$250.00
Private Sewage Disposal Systems - Renovate	2016-24	\$250.00
Private Sewage Disposal-Class 4-5 Treatment Unit (Daily flow below 4,500 L)	2016-24	\$500.00

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "B"
Department: **Building**

Taxes not applicable

Service	By-law	Amount
Private Sewage Disposal Systems with daily flow 4,501 -10,000 L	2012-63	\$550.00
Septic Review	2016-24	\$150.00
Septic Review (multiples)	2016-24	\$125 per unit
Septic Compliance Letter	2012-63	\$100.00
Development Charges		
Development Charge (at time of bldg permit application) Residential	2018-021	Refer to Municipal By-law
Development Charge (at time of Bldg permit issuance) Non-residential)	2018-021	Refer to Municipal By-law
By-Law Enforcement		
Illicit Drug Facility/Crop Inspection	2012-63	\$500 + additional costs

*The reinspection fee only applies to permit holders that call for an inspection and are not ready, resulting in a re-visit.

** Fees are not attributed to those proponents who are generating energy less than or equal to 3kW

***new homes under Subdivision Agreement exempt.

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "C"
Department: **Canine Control Fees**

Taxes not applicable

Service	By-law	Amount
Dog Tag		
Annual Dog Tag	2020-14	\$25
Lifetime Dog License (with microchip)	2020-14	\$50
Kennel License	2012-63	\$125
Replacement dog tag	2012-63	\$10
Hearing Fee	2022-12	\$200
Canine Impound Fees	2023-121	\$ at cost

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "D"
Department: **Planning**

Taxes not applicable

Service	By-law	Application Fee	Contingency Fee
Property Inquiry	2023-121	\$200	
Planning Opinion Letter	2023-121	\$200	
Property Zoning Certification	2023-121	\$200	
Pre-consultation	2021-114	\$500	
Ontario Land Tribunal Attendance	2021-114	\$1,500 first day, \$750 for each additional day	
Re-Circulation Fee	2021-114	\$150	
Peer Review of Technical Studies / Reports	2021-114	\$275	
Minor agreements (ie encroachment agreement, private road agreement, development agreement)	2021-114	\$275	
Preliminary Development Report	2021-114	\$275	
MDS (Minimum Distance Separation) Calculations	2023-121	\$500	
Pre-consultation fee for all meeting re: rules for development for a property	2023-121	\$500	
By-law & By-law Amendment Applications			
Official Plan Amendment (Major)	2021-114	\$6,800	\$6,000
Official Plan Amendment (Minor)	2021-114	\$4,000	\$4,000
Zoning By-law Amendment (Major)	2021-114	\$4,000	\$6,000
Zoning By-law Amendment (Minor)	2021-114	\$2,900	
Zoning By-Law Amendment - Small Scale	2021-114	\$1,900	
Temporary Use By-Law	2021-114	\$1,200	
By-Law to Lift Holding Provision	2021-114	\$1,200	
Deeming by-law	2021-114	\$1,200	
Part Lot Control By-law	2021-114	\$1,600	
Committee of Adjustment			
Minor Variance Application	2021-114	\$1,400	
Severance (Consent) Application	2021-114	\$1,900	
Request for Change of Condition of Severance	2021-114	\$850	
Consent Certificate	2021-114	\$300	
Validation Certificate	2021-114	\$200	
Site Plan Approval			
Site Plan Application - Major	2021-114	\$5,200	\$10,000
Site Plan Application - Minor	2021-114	\$3,400	
Site Plan Application - Small Scale	2021-114	\$1,700	
Site Plan Agreement Amendment- Major	2021-114	\$2,000	
Site Plan Agreement Amendment- Minor	2021-114	\$1,500	
Site Plan Agreement Amendment- Small Scale	2021-114	\$950	
Subdivision and Condominium Approval			
Subdivision - Major	2021-114	\$8,000	\$10,000
Subdivision - Minor	2021-114	\$2,500	\$10,000
Extension to Draft Approval of Subdivision	2021-114	\$500	
Amendment to Draft Approval of Subdivision	2021-114	\$500	
Condominium - Major	2021-114	\$8,000	\$10,000
Condominium - Minor	2021-114	\$2,500	\$10,000
Condominium Conversion Application	2021-114	\$2,500	
Extension to Draft Approval of Condominium	2021-114	\$500	

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "D"
Department: **Planning**

Taxes not applicable

Service	By-law	Application Fee	Contingency Fee
Amendment to Draft Approval of Condominium	2021-114	\$500	
Pre-Servicing Agreement	2021-114	\$500	
Parkland Dedication/Cash-in-lieu of Parking			
Parkland Dedication Fee- For land proposed for development or redevelopment for commercial or industrial use	2012-63	5%	
Parkland Dedication Fee- all new residential lots created through severance	2012-63	\$500.00/lot	
Cash-in-lieu of parking (refer to By-law 2005-25) per parking space	2012-63	\$625.00	
Renewable Energy			
Issuance of permit for location of works in the Municipal right of way, including inspection of works and inspection of post construction remediation and preparation of right of way permit agreement*	2012-63	\$6,500 (does not include fee for entrance permit and/or agreements)	Security deposit of \$20,000 per km
Municipal Consultation for Renewable Energy Project	2012-63	\$5,000.00	Security Deposit of \$10,000 or actual expenses for outside consultants
Feed in Tariff - 'Council Support' Resolution	2013-22	\$300.00	

Definitions

"Floor Area, Gross (Building)" means, in the case of a building other than a dwelling, it shall mean the aggregate of the area of all floors devoted to retail sales, customer service and/or office use, face of exterior walls but shall not include mezzanine areas, mechanical rooms, common walls, stairwells, garbage and electrical rooms, parking structures and similar uses ancillary to the main use.

"Floor Area, Gross (Dwelling)" means, in the case of a dwelling, the aggregate of the areas of all habitable rooms measured from the exterior faces of the exterior walls but excluding any detached accessory buildings, a breezeway, unenclosed sunroom, porch, and/or verandah, attic, cellar, or basement.

"Floor Area, Gross (Non-Residential)" means, the total floor area of a nonresidential building or structure, including floor levels located above and below grade, measured to the outside face of all exterior walls.

"Major" means a proposal that contains more than 20 units or a proposal that contains a gross floor area of more than 3,000 square metres.

"Minor" means a proposal that contains between 5 units and 20 units or a gross floor area between 1000 and 3000 square metres.

"Small" means a proposal that contains 4 or fewer units or a gross floor area of less than 1000 square metres.

"Unit" means a residential dwelling unit, commercial unit and/or any similar type of unit but does not include a unit within a nursing home or similar institutional facility.

Notes:

1. Additional technical review fees may also apply.
2. Fees for multiple applications made at the same time for the same parcel and for the same development proposal for Official Plan Amendments, Zoning By-law Amendments, Minor Variances and Consent applications will be discounted as follows:
 - 1st application – full fee.
 - Subsequent applications (of equal or lesser value) – 50% of full application fee

Municipality of Grey Highlands
Fees & Charges By-Law 2012-63

Schedule "D"
Department: **Planning**

Taxes not applicable

Service	By-law	Application Fee	Contingency Fee
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3. The Pre-consultation fee shall be credited against the subsequent planning application fee.

Municipality of Grey Highlands
 Fees Charges By-Law 2012-63

Schedule "E"
 Department: **Public Works/Environmental**

****Taxes where applicable****

Service	By-law	Amount
Entrance Permit (\$400.00 refundable upon completion & inspection)	2013-22	\$625
Annual Moving Permit	2012-63	\$25
Civic Address Request - new	2023-121	\$115
Civic Address Request - replacement blade	2022-120	at cost
Civic Address Request - replacement post	2022-120	at cost
Compliance Information Request	2019-66	\$50
Municipal Consent	2019-66	\$50
Tile Drainage Conveyance License Agreement	2019-66	\$250
Entrance Permit for Industrial Wind Turbine**	2012-63	\$5,000
- Plus Securities:		
a) Municipal Road (no box culvert or bridge)	2012-63	\$50,000
b) Municipal Road with box culvert	2012-63	\$125,000
c) Municipal Road with bridge	2012-63	\$200,000
** Fees are not attributed to proponents who are generating energy less than or equal to 3kW		
Landfill	By-law	
Minimum Charge (bagged, sorted or unsorted waste)	2022-12	\$5
Household bagged waste, only if scale unavailable	2022-12	\$3/bag, \$5 minimum
Mattress and couches (sofa, loveseat and sectional)	2022-12	\$25
Solid wood furniture (no upholstery)	2022-12	\$15 per load
Non-steel household furniture and bulky items	2022-12	\$15 per item
Sorted Waste - Domestic/Commercial/Industrial	2022-028	\$150/tonne
Unsorted Waste - Domestic/Commercial/Industrial	2022-028	\$250/tonne
Special Opening (minimum fee per load) 24 hr notice required	2019-66	\$100.00
Brush to be chipped	2022-12	< 45 kg N/C, Over 45 kg - \$10 flat rate
Drywall	2022-028	< 4'x8' sheet N/C; > 4'x8' sheet \$150/tonne
Contaminated Soil*	2022-12	\$250/tonne
Concrete blocks, stones and bricks (< 2'x2' and no rebar)	2022-12	<45 kg N/C, Over 45 kg - \$10 flat rate
Appliances with Freon or not certified	2022-12	\$30
Appliances with Freon removed (tagged & certified)	2012-63	N/C

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "E"
Department: **Public Works/Environmental**

Taxes where applicable

Service	By-law	Amount
Scrap metal, steel appliances without freon and fencing wire removed from posts	2022-12	N/C
Leaves/Grass/Yard Waste	2022-12	N/C
Electronics	2019-66	N/C
Single Use Batteries	2019-66	N/C
Reuse Clothing	2019-66	N/C
Recycling	2019-66	N/C
Styrofoam (dry, clean block style, no polystyrene)	2019-66	N/C
Tires (10 tires maximum per day per person)	2019-66	N/C
Stumps/Rocks/Fill/Clean Earth	2019-66	NOT PERMITTED
Prescriptions and Used Needles	2019-66	NOT PERMITTED
Concrete (> 2'x'2 or contains rebar)	2022-12	NOT PERMITTED
ADDITIONAL FEES		
Composters	2022-120	at cost
Theft of Service Charge	2012-63	\$100.00/incident
Fee to Reinstate Services	2012-63	\$100.00/incident
Additional or Replacement Waste cart (residential)	2022-120	\$100
Additional or Replacement Waste cart (commercial)	2022-120	\$100
Additional or Replacement Recycling cart (residential)	2022-120	\$100
Additional waste cart tipping fee - prorated quarterly in year of purchase	2022-120	\$250 annually
Illegal Dumping - staff cost recovery	2023-121	\$75/hr + cost
Trailer Weight Check	2023-121	\$5
Front-End Bin Replacement Key	2023-121	\$5
Site Alteration and Fill		
Site Alteration and Fill - Registration Fee	2023-121	\$150
Site Alteration and Fill - Permit Fee	2023-121	\$300
Site Alteration and Fill - Permit Extension Fee	2023-121	\$150
Site Alteration & Fill Haul Route Fee	2023-121	\$1.10/Cubic m
*contaminated soil: must originate within the boundaries of Grey Highlands, analysis must be provided and approval obtained from the Director of Environmental Services as set out Under the COA issued by the MECP that lists the requirements for Waste Disposal site operations		

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "H"
Department: **Cemeteries**

****Taxes where applicable****

Service	By-law	Amount
General Charges		incl HST
Plot Interment Rights	2012-63	\$ 542.40
Plot Care & Maintenance	2012-63	\$ 361.60
Cornerstones and installation	2019-66	\$ 197.75
Total Cost for Plot Interment Rights	2019-66	\$ 1,101.75
Plot Interment Rights - Social Services	2020-14	\$ 124.30
Plot Interment Rights - Social Services - Care & Maintenance	2020-14	\$ 327.70
Cornerstones and installation	2020-14	\$ 197.75
Total Cost for Plot Interment Rights for Social Services	2020-14	\$ 649.75
Columbarium		
Top Row Niche	2020-14	\$ 1,536.80
Care & Maintenance	2020-14	\$ 271.20
Total Cost for Top Row Niche	2020-14	\$ 1,808.00
Middle Row Niche	2020-14	\$ 1,440.75
Care & Maintenance	2020-14	\$ 254.25
Total Cost for Middle Row Niche	2020-14	\$ 1,695.00
Bottom Row Niche	2020-14	\$ 1,344.70
Care & Maintenance	2020-14	\$ 237.30
Total Cost for Bottom Row Niche	2020-14	\$ 1,582.00
Niche Engraving	2019-66	actual cost
Interment		
Interment - Casket	2022-028	\$ 904.00
Interment - in ground Cremation	2022-028	\$ 565.00
Interment - Cremated Remains - Common Ground	2022-028	\$ 565.00
Care & Maintenance per Common Ground	2022-12	\$ 33.90
2nd set of ashes (ground) interred at same opening	2019-66	\$ 113.00
Niche Opening or re-opening	2012-63	\$ 113.00
Disinterment		
Disinterment - Casket	2012-63	\$ 1,582.00
Disinterment - Cremated Remains	2012-63	\$ 615.85
Foundations/Markers		
Foundation Installation	2012-63	Actual cost
Marker Care & Maintenance - upright marker greater than 4'	2022-12	\$ 452.00
Marker Care & Maintenance - upright marker less than 4'	2022-12	\$ 226.00
Marker Care & Maintenance - flat marker	2022-12	\$ 113.00
Staking/Location Fees for burials or foundations	2019-66	\$ 113.00
Chapel - Markdale		
Winter Keeping (for interment in one of our cemeteries)	2022-028	\$ 226.00
Winter Keeping (for interment in other cemeteries)	2022-028	\$ 339.00
Use of Chapel (service) - not available		
Scattering Gardens		
Scattering Gardens - Internment Rights	2023-121	\$ 300.00
Scattering Gardens - Care and Maintenance	2023-121	\$ 45.00
Scattering Gardens - Scattering Fee	2023-121	\$ 100.00
Scattering Gardens - Memorialization	2023-121	Actual cost
Additional Charges		
Special Permission Charge	2022-028	1.5 x regular fee
Weekend Charge (Saturday 9-1 pm)	2022-028	\$ 593.25

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "H"
Department: **Cemeteries**

****Taxes where applicable****

Statutory Holiday Charge (Permitted by Order of MOH Only)	2022-028	\$ 593.25
Winter Charge	2022-028	\$ 1,130.00
Transfer of deed	2019-66	\$ 113.00
Historical Cemetery Records Search	2023-121	Labour/hr

Municipality of Grey Highlands
Fees Charges By-Law 2012-63

Schedule "I"
Department: **Fire**

****Taxes where applicable****

Service	By-law	Amount
Fire Safety Inspection/Consultation (Residential)	2019-66	no charge
Fire Inspection (Min 1 hour)	2019-66	\$75 per hour
Requested Fire Inspections (Not For Profit, Social Services, Home Daycares, Assisted Living, Ontario Works)	2019-66	\$75 flat rate
File Search/Incident Report/Fire Report	2019-66	\$75 per hour
False Alarms - First Call	2013-22	no charge
False Alarms - Second Call	2013-22	no charge
False Alarms - Subsequent calls (per apparatus)	2019-66	Current MTO Rate
Extraordinary Expenses relating to Fire Suppression, Rescues, Motor Vehicle Incidents, and other extraordinary expenses at the discretion of the Chief Fire Official (or his/her designate). This may include but not limited to: rental equipment, cost of materials, damage, contractors, other Municipal Fire Departments)	2019-66	Actual costs
Response to Open Air Fire Without Permit/Approval (At the discretion of the Chief Fire Official or designate) - per apparatus	2019-66	Current MTO Rate
Response to Open Air Fire Without Permit/Approval (At the discretion of the Chief Fire Official or designate) - per attending Fire Fighter	2022-12	32.75 per hour
Response to Open Air Fire With Permit/Approval - per apparatus	2019-66	Current MTO Rate
Response to Open Air Fire With Permit/ Approval - per Fire Fighter	2022-12	32.75 per hour
Key Box (Box only no install)	2019-66	\$175.00 Plus HST
Smoke/Carbon Monoxide Alarm (Installed)	2023-121	at cost
Meeting Room Rental Station 2	2013-22	\$ 65.00
Fire Extinguisher Training (class size 10-20 students)	2013-22	\$ 100.00
Fire Extinguisher Training (class size less than 10 students)	2013-22	\$20 each
SCBA Air Fill 2216	2013-22	\$7.50 each
SCBA Air Fill 4500	2013-22	\$8.50 each
Non Resident Rescues, all other emergency incidents per aparatus		Actual Costs OR Current MTO Rate
Non Residentl Rescues, all other emergency incidents per firefighter		Actual Costs OR \$32.75 / hr
Non-Resident Motor Vehicle Collisions (maximum of three (3) apparatus	2019-66	Current MTO Rate + Firefighter Hourly Rate
Camp Fire/Burn Barrel/Non Agricultural Burn Permits	2019-66	\$ 20.00
Hourly rate per firefighter	2022-12	\$ 32.75
Hourly rate per truck (MTO guideline)	2019-66	Current MTO Rate
Fire Training Center	2023-121	rates set by RTC
Hold Fire Scene	2023-121	Current MTO Rate

**** Request, Complaint, Violations, or Fire Department initiated. Includes, but not limited to mixed occupancies, commercial, industrial, residential, apartments, 9.5 buildings, Day Cares, Ancillary Apartments, Assembly Occupancies, Group Homes,**