

# THE CORPORATION OF TAY VALLEY TOWNSHIP

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## BY-LAW NO. 2025-060

### TARIFF OF FEES

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**WHEREAS**, Section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may 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;

**AND 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 made in respect of planning matters;

**AND WHEREAS**, Section 7(1) (c) of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, authorizes a municipality to pass by-laws, requiring the payment of fees on applications for and on the issuance of permits and prescribing the amounts of the fees;

**NOW THEREFORE BE IT RESOLVED THAT**, the Council of the Corporation of Tay Valley Township enacts as follows:

#### 1. GENERAL REGULATIONS

1.1 **THAT**, Council hereby establishes the fees and charges as set out in the following Schedules:

- Schedule "A" – Miscellaneous and Recreation Fees
- Schedule "B" – Planning Fees
- Schedule "C" – Waste, Recycling and Composting Fees
- Schedule "D" – Refreshment Vehicle Licensing Fees
- Schedule "E" – Hall Rental Fees
- Schedule "F" – Building Permit Fees
- Schedule "G" – Road Closing and Sale Fees
- Schedule "H" – Fire Department Fees
- Schedule "I" – Access to Township Roads Fees

1.2 **THAT**, the fees and charges are subject to applicable taxes, unless otherwise noted.

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**1.3** THAT, the fees and charges shall be payable prior to the provision of the service.

**1.4** THAT, any unpaid fees and charges imposed by the municipality shall be added to the tax roll for the following property in the municipality and collected in the same manner as municipal taxes:

- in the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied;
- in all other cases, any property for which all of the owners are responsible for paying the fees and charges.

**1.5** THAT, where there is the statutory authority to do so, any fees, charges, costs, unpaid fines, loans, and interest imposed by the municipality may be added to the tax roll and collected in the same manner as municipal taxes.

**2. BY-LAW REPEALED**

**2.1** By-Law No. 2024-053 is hereby repealed.

**2.2** All by-laws or parts thereof and resolutions passed prior to this by-law which are in contravention of any terms of this by-law are hereby rescinded.

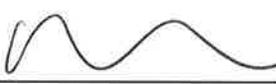
**3. ULTRA VIRES**

Should any sections of this by-law, including any section or part of any schedules attached hereto, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

**4. EFFECTIVE DATE**

**4.1** THAT, this by-law shall come into force and effect as of the 1<sup>st</sup> day of January 2026.

**4.2** ENACTED AND PASSED this 9<sup>th</sup> day of December 2025.

  
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Rob Rainer, Reeve



  
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Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP  
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**SCHEDULE "A"**

**FEE SCHEDULE – MISCELLANEOUS SERVICES & RECREATION**

<b>MISCELLANEOUS SERVICES</b>	
<b>ITEM</b>	<b>FEE</b>
TAX CERTIFICATE	\$45.00
TAX CERTIFICATE – URGENT (REQUIRED IN LESS THAN 2 BUSINESS DAYS)	\$90.00
TAX SALE ADMINISTRATIVE FEE	\$650.00
PROPERTY FILE SEARCH (Including Septic Permits)	\$75.00
PROPERTY INFORMATION SHEET	\$100.00
PHOTOCOPIES Official Plan Zoning By-Law Maps	\$0.25 / PAGE (black/white) \$2.00/PAGE (colour)
NSF CHEQUES	\$40.00
COMMISSIONER OF OATH (taxpayer)	\$5.00/First Document \$2.00/Additional Document
COMMISSIONER OF OATH (non-taxpayer)	\$25.00/First Document \$5.00/Additional Document
CREDIT CARD TRANSACTION FEE	3.0% of the value of the transaction
FAX TRANSMISSION	\$2.00 / FIRST PAGE \$1.00 / PAGES AFTER
REPRINT OF TAX RECEIPT, TAX BILL, OR TAX STATEMENT	\$15.00
CIVIC ADDRESSING (Sign & Post Installed)	\$130.00
CIVIC ADDRESSING (Sign Only)	\$19.00
CIVIC ADDRESSING (Post Only)	\$40.00
CIVIC ADDRESSING / SIGNS – Installed by staff	\$35.00
ROAD NAME SIGN (includes blade and stickers – 2 sided)	\$90.00
ROAD NAME SIGN (includes blade and stickers – 1 sided)	\$60.00
ROAD EXCAVATION APPLICATION	\$100.00
TEMPORARY OCCUPANCY OF TOWNSHIP ROAD	\$100.00
SIGN POST (stub and post)	\$75.00
SIGN CAP	\$7.00
SIGN CROSSER T'S	\$15.00
DOG TAGS – MICRO CHIPPED	\$5.00

DOG TAGS – MARCH 31 OR BEFORE	\$15.00
DOG TAGS – APRIL 1 OR AFTER	\$25.00
DOG TAGS – REPLACEMENT TAG	\$2.00
<b>RECREATION SERVICES</b>	
SOCCER REGISTRATION – EARLY BIRD	\$45.00
SOCCER REGISTRATION – REGULAR	\$55.00
HOCKEY REGISTRATION – EARLY BIRD	\$250.00
HOCKEY REGISTRATION – REGULAR	\$275.00
CHOIR REGISTRATION – EARLY BIRD	\$100.00
CHOIR REGISTRATION – REGULAR	\$120.00
KARATE REGISTRATION - EARLY BIRD - PER REGISTRANT	\$100.00
KARATE REGISTRATION – EARLY BIRD - PER FAMILY OF 2 OR MORE	\$200.00
KARATE REGISTRATION - REGULAR - PER REGISTRANT	\$120.00
KARATE REGISTRATION – REGULAR - PER FAMILY OF 2 OR MORE	\$220.00
OTHER RECREATION PROGRAMS AND ACTIVITIES	Cost Recoverable

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**SCHEDULE "B"**

**FEE SCHEDULE – PLANNING FEES**

<b>PLANNING FEES</b>	
<b>ITEM</b>	<b>FEE</b>
PLANNING APPLICATION – PRE-CONSULTATION FEE (MINOR VARIANCE, ZONING, SEVERANCE, SITE PLAN CONTROL AGREEMENTS, DEVELOPMENT AGREEMENTS)	\$375.00
PLANNING APPLICATION – PRE-CONSULTATION FEE (SUBDIVISION)	\$675.00
OFFICIAL PLAN AMENDMENT	\$1,700.00 (\$1,000 Fee + Cost; \$700 Deposit)
ZONING BY-LAW AMENDMENT	\$1,700.00 (\$1,000 Fee + Cost; \$700 Deposit)
COMMITTEE OF ADJUSTMENT MINOR VARIANCE	\$1,700.00 (\$1,000.00 Fee + Cost; \$700 Deposit)
SUBDIVISION APPROVAL	\$6,000.00 (\$5,000 Fee + Cost; \$1,000 Deposit)
SITE PLAN CONTROL AGREEMENT - RESIDENTIAL	\$1,400.00 (\$700 Fee + Cost; \$700 Deposit)
SITE PLAN CONTROL AGREEMENT - COMMERCIAL, INDUSTRIAL, INSTITUTIONAL	\$6,000.00 (\$1,000 Fee + Cost; \$5,000 Deposit)
LIMITED SERVICES AGREEMENT	\$1,350.00 (\$650 Fee + Cost; \$700 Deposit)
DEVELOPMENT AGREEMENT	\$1,400.00 (\$700 Fee + Cost; \$700 Deposit)
ROAD ACCESS AGREEMENT – PRIVATE UNASSUMED ROADS ROAD ACCESS AGREEMENT – UNOPENED ROAD ALLOWANCES	\$1,650.00 (\$650 Fee + Cost; \$1,000 Deposit)
ROAD NAMING	\$2,650 .00 (\$650 Fee + Cost; \$2,000 Deposit)
ROAD ASSUMPTION PROCESS – UP TO 60M	\$2,650.00 (\$650 Fee + Cost; Deposit \$2,000)

**PLANNING FEES**

<b>ITEM</b>	<b>FEE</b>
ROAD ASSUMPTION PROCESS – OVER 60M	\$3,350.00 (\$1,350 Fee + Cost; Deposit \$2,000)
REVIEW OF LEGAL STATUS/UPDATE TO PROPERTY FILE	\$1,650.00 (\$650 Fee + Cost; Deposit \$1,000)
LAND DIVISION CONSENT – COMMENT/CLEARANCE/CIRCULATION LIST	\$1,300.00 (\$900.00 Fee + Cost; \$400 Deposit) for first application  \$400.00 Each (\$400 Fee + Cost) for 2 <sup>nd</sup> and/or 3 <sup>rd</sup> application
CONSENT - CASH IN LIEU OF PARKLAND CONTRIBUTION (NON-WATERFRONT) (WATERFRONT)	\$1,000.00 \$1,200.00
RENEWABLE ENERGY PROJECTS STAFF REVIEW THIRD PARTY REVIEW	\$2,600.00 All Costs
HOLDING ZONE DESIGNATION (PLACING OR LIFTING)	\$1,650.00 (\$650 Fee + Cost; \$1,000 Deposit)
LIFTING ONE FOOT RESERVE	\$1,050.00 (\$650 Fee + Costs; Deposit \$400)
PART LOT LIFT	\$1,600.00 (\$1,000 Fee + Costs; Deposit \$600)
DEEMING BY-LAW	\$1,600.00 (\$1,000 Fee + Costs; Deposit \$600)
CONDOMINIUM	\$3,000 .00 (\$2,000 Fee + Cost; \$1,000 Deposit)
CONDOMINIUM EXEMPTION	\$2,500 .00 (\$2,000 Fee + Costs; \$500 Deposit)
In addition, every Site Plan Control Agreement shall include a security deposit in an amount equal to:  Minor Additions / Renovations, Accessory Buildings, Agricultural	

**PLANNING FEES**

<b>ITEM</b>	<b>FEE</b>
Buildings, Site / Shoreline Work or combination	\$1,000.00
New Dwellings or major Additions / Renovations (> 20% increase in floor space)	\$1,500.00
Commercial, Industrial, Institutional or Multi-Residential Work Developments subject to Site Plan Control, will be required to pay a security deposit authorized under the <i>Planning Act</i> , at the time execution of the Site Plan Control Agreement. A security deposit required under the authority of the Building Code will not be payable if one has already been paid for the same development.	\$2,000.00 or the estimated costs, whichever is less

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**SCHEDULE "C"**

**FEE SCHEDULE – WASTE, RECYCLING AND COMPOSTING FEES**

See By-Law No. 2015-043 Waste Disposal, Composting and Recycling By-Law, as amended  
(By-Law No. 2025-061)

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**SCHEDULE "D"**

**FEE SCHEDULE - REFRESHMENT VEHICLE LICENSING FEES**

See By-Law No. 2011-052 Refreshment Vehicle Licensing, as amended  
(By-Law No. 2023-061)

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**SCHEDULE "E"**

**FEE SCHEDULE - HALL RENTAL FEES**

See By-Law No. 2025-062 Hall Rental Policy, as amended

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**SCHEDULE "F"**

**FEE SCHEDULE - BUILDING PERMIT FEES**

See By-Law No. 2013-005 Building By-Law, as amended  
(By-Law No. 2025-063)

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**SCHEDULE "G"**

**FEE SCHEDULE - ROAD CLOSING AND SALE FEES**

See By-Law No. 2020-055 Road Closing and Sale Policy, as amended  
(By-Law No. 2023-062)

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**SCHEDULE "H"**

**FEE SCHEDULE – FIRE DEPARTMENT FEES**

See By-Law No. 2024-056 Fire Department – Fees and Charges, as amended

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**SCHEDULE "I"**

**FEE SCHEDULE – ACCESS TO TOWNSHIP ROADS FEES**

See By-Law No. 2021-027 Access to Township Roads Policy