

**THE COUNTY OF DUFFERIN  
FEES BY-LAW 2015-41**

**CONSOLIDATED VERSION**

**Amended by:**

**By-law 2016-09, February 11, 2016  
Amending Schedule “E”  
(Jean Hamlyn Full Day Preschool – Part Time)**

**By-law 2017-07, February 9, 2017  
Amending Schedule “A”, “B” and “C”**

**By-law 2018-18, April 12, 2018  
Amending Schedule “B”  
(Dufferin Oaks Long Term Care Home)**

# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW 2015-41

### A BY-LAW TO APPROVE FEES AND CHARGES FOR SERVICES AND ACTIVITIES PROVIDED BY THE COUNTY OF DUFFERIN AND TO REPEAL BY-LAWS 2012-08, 2012-40 AND 2013-26.

**WHEREAS** the *Municipal Act, 2001*, S.O. 2001, c. 25, S. 391 provides that municipalities may pass by-laws imposing fees or charges on any class of persons;

**AND 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 it, for cost payable by it for services or activities provide 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;

**NOW THEREFORE** the Council of the Corporation of the County of Dufferin enacts as follows:

1. The lists of fees charged for various services, activities and use of properties as set out in the schedules attached hereto be approved.
2. This by-law does not include fees that are governed by legislation other than the *Municipal Act*.
3. This by-law shall come into full force and effect on the day of its passing.

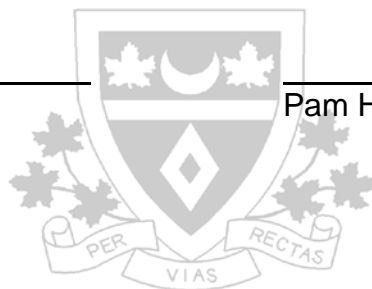
READ a first, second and third time and

finally passed this 10<sup>th</sup> day of December, 2015.

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Laura Ryan, Warden

Pam Hillock, Clerk



**SCHEDULE "A" TO BY-LAW 2015-41**

**DUFFERIN COUNTY MUSEUM & ARCHIVES AND COUNTY FOREST**

**Amended by By-law 2017-07, February 9, 2017**

<b>SERVICE</b>	<b>FEE</b>
<u>Admission Rates:</u> Adult Seniors Students Family	\$5.00 \$4.00 \$2.00 \$12.00
Photocopying – B & W  Photocopying – Colour	25¢ Letter or Legal Size 50¢ Tabloid/11X17 Size \$1.00 Letter or Legal Size \$2.00 Tabloid/11X17 Size
Archives – Research Fees	\$30.00/hour
Archives – Reproduction Fees  Photographic Material Fees: Reproduction Fees:  Note: Pricing based on Category of Use defined in DCMA Reproduction Fees Policy.	\$30-\$200 per image \$20-\$200 per image per use
<u>Membership Categories:</u> Individual Family Friend  Patron  Supporter  Partner	\$20.00/year \$25.00/year Individual or family membership plus \$50.00 donation Individual or family membership plus \$100.00 donation Individual or family membership plus \$250.00 donation Individual or family membership plus \$500.00 donation
Educational Programs (Ontario Elementary School Curriculum presented to elementary level students is H.S.T. exempt)	\$5.00 per student
Group Tours	Guided - \$8.00/person Self guided - \$6.00/p Senior Guided - \$6.00/p Senior Self Guided - \$4.00/p Beverage - \$1.00/p Beverage & Snack - \$3.00/p
<u>Consignment Sales:</u> Gift Store and Art Work	25% gift store consignment 25% art sale commission

<u>Facility Rental Fees:</u> Basic Rental Fee - Museum Basic Rental Fee - Church Basic Rental Fee – Meeting room in Museum (Maximum 3 hours) NOTE: Basic Rental Fees apply to events that begin and end within the DCMA's operating hours.  After Hour Fees: If events ends between 5 p.m. and 7 p.m. If events ends between 7 p.m. and 9 p.m. If events ends between 9 p.m. and 11 p.m.	\$500.00 \$300.00 \$100.00      \$50.00 to the Basic Rental Fee \$100.00 to the Basic Rental Fee \$150.00 to the Basic Rental Fee
<u>Equipment Rental Fees:</u> Up to 10 eight foot tables Up to 50 folding chairs Small PA System and microphone Large PA System and microphone Use of piano (Museum or Church) or pump organ (Church only)	\$10.00 each \$2.00 each \$25.00 \$100.00 Free – pre-arrangement with DCMA and pre approval by DCMA of organist/pianist
Hunting Permits (valid for calendar year)	\$30.00/year
Scheduled Event Fees - Forest	\$50.00/application fee PLUS \$2.00/person
Land Use Permits (Mansfield Outdoor Centre)	Depends on # of users \$500.00-\$1000.00*/year

1. All fees above are before tax - 13% H.S.T. applies
2. Ontario Elementary School Curriculum educational programs presented to elementary level students are H.S.T. exempt

**SCHEDULE "B" TO BY-LAW 2015-41**

**DUFFERIN OAKS LONG TERM CARE HOME**

**Amended by By-law 2017-07, February 9, 2017**

<b>SERVICE</b>	<b>FEE</b>
Auditorium – Mel Lloyd Centre	\$90.00* per day or \$50.00* per half day
Set-up and take down fee	\$25.00 per hour
<u>Dufferin County Community Support Services:</u>	
Adult Day Program	\$15.00 per day
Adult Day Program With Transportation	\$22.00 per day
Home Help (laundry, meal prep., cleaning, etc)	\$15.00 per hour
Transportation Out of Town	\$0.43 per kilometer
Transportation In Town	\$8.00 flat rate
Respite	\$15.00 per hour
Home Maintenance (yard work, snow removal, grass cutting)	Negotiated Fee
Meals on Wheels - Orangeville	\$6.50 per meal
Meals on Wheels - Shelburne	\$6.50 per meal
Frozen Meals (7 entrees or 5 entrees, 5 soups and/or desserts)	\$33.00 per package
Congregate Dining	\$7.00 per meal

\* plus 13% H.S.T.

**SCHEDULE “C” TO BY-LAW 2015-41**

**PUBLIC WORKS DEPARTMENT**

**Amended by By-law 2017-07, February 9, 2017**

<b>SERVICE</b>	<b>FEE</b>
Entrance Permit – Residential	\$150.00 plus refundable deposit of \$500.00 per entrance. Fee includes one Preliminary Inspection for permit issue and one Final Approval Inspection for return of deposit. Additional inspections charged at \$50.00/per
Entrance Opinion – Residential	\$150.00 per entrance, transferable to Entrance Permit within 12 months
Entrance Permit – Commercial	\$450.00 plus refundable deposit of \$2500.00 per entrance. Fee includes one Preliminary Inspection for permit issue and one Final Approval Inspection. Additional inspections charged at \$50.00/per
Entrance Opinion – Commercial	\$450.00 per entrance, transferable to Entrance Permit within 12 months
Road Occupancy Permit	Minimum deposit \$250.00 at the discretion of the Director of Public Works Additional fees may apply and will be determined on a case by case basis inline with the Service/Damage Cost Recovery section of this by-law
Commercial Tourism Signs	\$200.00* initial installation
Maintenance of Tourism Signs	\$70.00 per year
Re-installation of Tourism Signs	\$100.00*
Emergency Signs	\$20.00*
Emergency Sign Posts	\$20.00*
Emergency Sign Shipping & Handling	\$12.00*
Individual Excess Load Permit	\$50.00
Annual Excess Load Permit	\$250.00 Each Dufferin County Annual Excess Load Permit includes a listing of up to five annual MTO permit numbers.
Special Annual Excess Load Permit	\$250.00 Fee includes all ‘moves’ where the dimensional parameters are within those specified on the permit, and accompanied by the associated Single Trip MTO permit(s)

Adopt-A-Road Signs	No charge
Photocopying (24"x36")	Engineering and construction plans 24"x36" \$4.42*/page, black and white \$8.85*/page, colour
Base Map (24"x36")	\$10.00 – Paid in advance
Large Base Map (36"x42")	\$12.00 – Paid in advance
Map Book	\$10.00
Customization of maps 7 digital information	Cost plus cost of labour at \$50.00 per hour in line with the Service/Damage Cost Recovery section of this by-law (paid in advance)
Digital Airphotos - Full County Tile (1606 tiles total)	\$50.00 per tile*
Service/Damage Cost Recovery	\$50.00/hour at the discretion of the Director of Public Works. Examples include but are not limited to Road Occupancy Permits, Schedule Road Cuts, damaged road infrastructure from motor vehicles, damage caused by excess load permit holders, etc.
Bag Tag	\$2.00 per tag
Sale of Bag Tags to Vendors	\$1.90 each
Additional Blue Box	\$5.00 each
Additional Green Bin	\$15.00 each
Additional Kitchen Catcher	\$5.00 each
Backyard Composters	\$35.00
Bulky Item Collection	\$20.00 per collection
White Good Collection	\$20.00 per item, plus \$10.00 per item if refrigerant needs to be removed

\* plus 13% H.S.T.

## SCHEDULE "D" TO BY-LAW 2015-41

### ADMINISTRATION OFFICE FEES

SERVICE	FEE
Prints – Museum and Courthouse	\$75.00*
Photocopying – B & W (over 10 pages)	\$0.50 Letter or Legal Size \$1.00 Tabloid/11X17 Size
Photocopying – Colour (over 10 pages)	\$1.00 Letter or Legal Size \$2.00 Tabloid/11X17 Size
**Meeting Room Rental – Full Day – non profit/government	\$90.00 plus H.S.T
**Meeting Room Rental - ½ Day (3 hours) – non profit/government	\$50.00 plus HST
MFIPPA Request	As per legislation
Certificates for birthdays and anniversaries	Free of charge
Commissioner of Oaths (non-resident)	\$50.00
Commissioner of Oaths (resident)	Free of charge
Courtroom #103 Rental	\$1,000/day
Courtroom #104 Rental	\$750/day

\* plus 13% H.S.T.



**SCHEDULE "E" TO BY-LAW 2015-41  
COMMUNITY SERVICES DEPARTMENT**

UNIT/DIVISION	SERVICE DESCRIPTION	FEE	
HOUSING	Rent	In accordance with legislation	
	Laundry (coin operated)	\$1.00 and \$1.25 per cycle	
	Damages (repairs/reimbursement)	Cost (pro-rated)	
	Keys	\$10.00 - Entrance \$7.00 - Apartment	
EARLY YEARS	Family Membership - Toy Library	\$25.00	
	Caregiver Membership - Toy Library	\$30.00	
	Lost/Broken Toys – Toy Library	\$10.00 maximum	
	Overdue Charge – Toy Library	\$5.00 maximum	
	Trip Charge	Cost Recovery	
	Respite Care	\$5.00 per family maximum	
		Current	New
JEAN HAMLIN DAY CARE	Full Time Preschool	\$41.80	\$43.00**
<i>Added by By-law 2016-09</i>	Part Time Preschool	\$45.10	
	JK/SK before school	\$11.00	\$13.00**
	JK/SK after school	\$15.40	\$18.00**
	JK/SK b & a school	\$18.70	\$20.00**
	JK/SK P.A. days/holidays	\$41.80	\$45.00**
	SA before school	\$11.00	\$12.00**
	SA after school	\$15.40	\$16.00**
	SA b & a school	\$18.70	\$19.00**
	SA P.A. days/holidays	\$41.80	\$43.00**
	Early Learning Program	\$16.25	\$17.00**
GENERAL	Meeting Room Rental – Full Day	\$90.00 plus H.S.T	
	Meeting Room Rental - ½ Day	\$50.00 plus H.S.T	
	<p><b>The use of training room is restricted to use by Non-Profit, Government Agencies or Business entities co-ordinating programming in the County of Dufferin.</b></p> <p><b>Agencies that are co-ordinating programming within the County of Dufferin and undertake activities that support core services may have the use of the meeting rooms at no charge.</b></p>		

JK/SK = Junior Kindergarten/Senior Kindergarten SA = School Age

\*\* Effective fee as of February 1, 2016

**SCHEDULE "F" TO BY-LAW 2015-41**

**BUILDING DEPARTMENT**

<b>SERVICE</b>	<b>FEE</b>
Building Plans Search Time Copies	\$100.00 Owner pays for reproduction
Compliance Letters	\$100.00
Compliance Letters (less than 5 working days)	\$200.00
By-law Enforcement – normal business hours	\$60.00/hour
By-law Enforcement – evenings and weekends	\$80.00/hour

**SCHEDULE "G" TO BY-LAW 2015-41**

**TREASURY DEPARTMENT**

<b>SERVICE</b>	<b>FEE</b>
Vendor Registration – Set Up Fee	\$30.00
Vendor Registration – Change Fee	\$10.00
Request for Proposal Document – paper copy	\$30.00
Request for Proposal Document – email copy	\$25.00
Tender Document – paper copy	\$20.00
Tender Document – email copy	\$15.00
NSF Cheque Fee	\$20.00