

CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # 31-23



**BEING A BY-LAW TO PROVIDE FOR FEES CHARGED
BY THE CORPORATION OF THE TOWNSHIP OF RYERSON**

WHEREAS the Corporation of the Township of Ryerson charges various fees for licenses, permits, and services offered by the Corporation;

AND WHEREAS Section 8 of the *Municipal Act*, S.O. 2001 provides that the powers of a municipality under the Act or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, power and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

AND WHEREAS Section 391 of the *Municipal Act*, 2001, c 25, as amended, gives authority for a municipality to 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 local board; and
- c) For the use of its property, including property under its control

AND WHEREAS Section 398 of the *Municipal Act* provides the municipality with authority to add unpaid fees and charges, including any interest on the unpaid balance, to the tax roll for any real property within the Municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in the same manner as municipal taxes;

AND WHEREAS pursuant to Section 69 (1) of the *Planning Act*, R.S.O. 1990, C.P. 13, a Council of a Municipality may, by by-law, prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS the Corporation deems it advisable to create a comprehensive by-law to provide for the charging of fees;

NOW THEREFORE the Council of the Corporation of the Township of Ryerson enacts as follows:

1. That the fees set out in Schedules A through G, annexed to and forming part of this By-Law, shall be charged for licences, permits, services and documents listed therein.
2. That no request by any person for any information, service, activity, or use of Municipal property will be provided unless and until the person requesting the information, service, activity, or use of Municipal property has paid the applicable fee in the prescribed amount as set out in the attached Schedules.

3. That when necessary, the Township of Ryerson reserves the right to require a deposit amount for the purposes of retaining professional services (solicitor, engineer, planner, etc.) in all planning matters.
4. That a fee shall be charged to the proponent of any application of a planning nature, before an approval or review of the application is undertaken by Council.
 - a) The fee for the processing of applications made with respect to planning matters shall be set out in Schedule 'G' annexed to and forming part of this by-law. The fees set out in Schedule 'G' do not include additional costs, which may also be collected as fees, pursuant to sub-paragraphs (b) and (c) below.
 - b) In planning matters, the Municipality may in its discretion require the services of professional consultants such as planners, lawyers, surveyors, engineers, and other experts and professional persons. In such cases, the applicant will be required to pay the actual cost to the Municipality of such services in addition to any fixed Municipal fees. The applicant may be required to provide a deposit or other security for a reasonable estimate of such costs to the Municipality before proceeding, and if such costs exceed the original estimate, may be asked to provide additional security or deposit before the matter is completed.
 - c) In addition to the fees set out in Schedule 'G', the applicant shall be responsible for any legal or other costs incurred by the Municipality if requested by the applicant to defend a decision it has made before the Local Planning Appeal Tribunal. The provisions of subparagraph (c) immediately above apply to such costs and the Municipality may decline to defend the matter unless the applicant provides security for such costs.
 - d) The Clerk of the Municipality, upon receipt of an application and payment thereof, shall commence processing the application, in accordance with regulations and procedures established in the Planning Act, R.S.O., 1990, as amended.
5. Notwithstanding that a tariff of fees is prescribed, the Council of the Municipality may reduce the amount of, or waive the requirement for, the payment of a fee at its discretion in cases of hardship where it is determined that the action for which the fee is to be charged will be for the general benefit of the municipality and its ratepayers.
6. That if the provisions of this by-law conflict with any other by-law of the Corporation heretofore passed, then the provisions of this by-law shall prevail.
7. That this by-law shall be known as the "Fees and Charges By-law".
8. That By-law 14-21 is hereby repealed.
9. This by-law shall come into force and effect on the date of passing.

Read a First, Second, and Third time,
Signed and the Seal of the Corporation
affixed thereto and finally passed in
Council this 8th day of August, 2023.

Original signed by George Sterling
MAYOR

Original Signed by Brayden Robinson
CAO/TREASURER/ACTING CLERK



**CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "A" TO BY-LAW # 31-23 AS AMENDED**

BY-LAW # 27-24

ADMINISTRATION FEES

Description of Fees	2023	2024	2025	2026	2027
Administration fee for by law enforcement to be recovered from revenue from fines (By Law officer fees are additional)	\$ 50.00 +	\$ 50.00 +	\$ 50.00 +	\$ 50.00 +	\$ 50.00 +
Commissioning of Documents	\$ 15.00	\$ 20.00	\$ 21.00	\$ 22.00	\$ 23.00
Certification of Documents	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Facsimile (send or receive) - per page	\$ 1.50	\$ 1.50	\$ 1.60	\$ 1.60	\$ 1.60
General Letters- Administration Fee	\$ 35.00	\$ 36.00	\$ 37.00	\$ 38.00	\$ 39.00
Official Plan Copy	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00
Zoning By-law copy	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00
Colour Copies of Zoning/Official Plan Document					
Schedules - per page	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
NSF Cheques	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00
Photocopies- Black and white, per page	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75
Photocopies- Colour, per page	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Recording of Council Meeting- per meeting	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00
Records Search (archived documents)- 1 hr Minimum	\$ 35.00	\$ 36.00	\$ 37.00	\$ 38.00	\$ 39.00
- per hour thereafter	\$ 35.00	\$ 36.00	\$ 37.00	\$ 38.00	\$ 39.00
Removal and destruction of Election Signage	\$ 70.00	\$ 72.00	\$ 74.00	\$ 76.00	\$ 78.00
Ryerson History Book	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Replacement Landfill Card	\$ 11.00	\$ 11.00	\$ 11.00	\$ 12.00	\$ 12.00
Ryerson Pins	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Trailer License - Annual (Year 1-5)	\$ 480.00	\$ 500.00	\$ 520.00	\$ 540.00	\$ 560.00
Trailer License - Extension (Year 6+)	N/A	\$ 1,000.00	\$ 1,100.00	\$ 1,200.00	\$ 1,300.00
Trailer License- One month	N/A	\$ 125.00	\$ 130.00	\$ 135.00	\$ 140.00
Trailer License- Two month	N/A	\$ 250.00	\$ 255.00	\$ 260.00	\$ 265.00
Trailer License- Three month	N/A	\$ 375.00	\$ 380.00	\$ 385.00	\$ 390.00
Trailer Camp License- up to 5 Trailers	\$ 500.00	\$ 525.00	\$ 550.00	\$ 575.00	\$ 600.00
Trailer Camp License- each additional trailer	\$ 100.00	\$ 105.00	\$ 110.00	\$ 115.00	\$ 120.00
Freedom of Information Request	As set out under MFIPPA				

Where applicable, GST/HST has been incorporated into the above fees



**CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "B" TO BY-LAW #31-23
ANIMAL CONTROL FEES**

Description of Fees	2023	2024	2025	2026	2027
Dog License Fee- first dog (<i>dogs must have rabies vaccination</i>) if purchased prior to March 31st	\$ 15.00	\$ 16.00	\$ 17.00	\$ 18.00	\$ 19.00
Dog License Fee- each subsequent dog if purchased prior to March 31st	\$ 20.00	\$ 21.00	\$ 22.00	\$ 23.00	\$ 24.00
Dog License Fee- first dog (<i>dogs must have rabies vaccination</i>) purchased after March 31st	\$ 30.00	\$ 32.00	\$ 34.00	\$ 36.00	\$ 38.00
Dog License Fee- each subsequent dog purchased after March 31st	\$ 40.00	\$ 42.00	\$ 44.00	\$ 46.00	\$ 48.00
Dog License Replacement (lost tag replacement)	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Dog Kennel License for 5-20 dogs (Class 1)	\$ 125.00	\$ 140.00	\$ 155.00	\$ 170.00	\$ 185.00
Dog Kennel License for 21 -100 dogs (Class 2)	\$ 250.00	\$ 265.00	\$ 280.00	\$ 295.00	\$ 310.00
Service Animals and Guardian Dogs	No Charge	No Charge	No Charge	No Charge	No Charge
Fees under the Nuisance Beaver Control By-Law #28-08					
<i>Where there is a contract with the municipality under Section 7 of By-Law # 28-08</i>					
Inspection of property	No Charge	No Charge	No Charge	No Charge	No Charge
Removal of nuisance beaver per animal	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Breaking of nuisance beaver dam, per occasion	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Repair of damage to a public road caused by nuisance beaver/dam	No Charge	No Charge	No Charge	No Charge	No Charge
<i>Where there is no contract with the municipality under Section 7 of By-Law # 28-08</i>					
Inspection of property, per inspection to a maximum of 5 per calendar year *	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Removal of nuisance beaver per animal *	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Breaking of nuisance beaver dam, per occasion*	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Repair of damage to a public road caused by nuisance beaver/dam*	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00

****The actual cost to the Township will be charged if greater than the suggested fee.***

Where applicable, GST/HST has been incorporated into the above fees.



**CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "C" TO BY-LAW #31-23
CEMETERY FEES**

Description	Care & Maintenance / General Fund				
	2023	2024	2025	2026	2027
Single plot- plus HST	\$ 280.00* / \$ 100.00				
Transfer fee- plus HST	\$40.00				
Flat marker less than 173 square inches- plus HST	\$0.00				
Flat marker greater than 173 square inches- plus HST	\$ 50.00*/				
Upright markers less than 4 feet in height or length (including the base)- plus HST	\$ 100.00*/				
Upright markers greater than 4 feet in height or length (including the base)- plus HST	\$ 200.00*/				
	* as per bereavement Authority of Ontario(BAO) prescribed fee.				



**CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "D" TO BY-LAW #31-23
TREASURY AND TAXATION FEES**

Description of Fees	2023	2024	2025	2026	2027
Building Information Package (includes zoning)- per roll number	\$ 100.00	\$ 100.00	\$ 100.00	\$ 105.00	\$ 105.00
Tax Certificate- per roll number	\$ 60.00	\$ 60.00	\$ 60.00	\$ 65.00	\$ 65.00
Municipal Zoning/General Standards By-Law Compliance Form (CBO)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Interest on overdue accounts	1.25% Per Month				
Commencing Tax Sale Registration (upon delivery to solicitor) *	\$ 410.00	\$ 415.00	\$ 420.00	\$ 425.00	\$ 430.00
Processing of First Notice *	\$ 205.00	\$ 210.00	\$ 215.00	\$ 220.00	\$ 225.00
Processing of Final Notice + actual cost to Municipality*	\$ 205.00	\$ 210.00	\$ 215.00	\$ 220.00	\$ 225.00
Processing of Cancellation of Certificate*	\$ 205.00	\$ 210.00	\$ 215.00	\$ 220.00	\$ 225.00
Extension Agreement*	\$ 305.00	\$ 310.00	\$ 315.00	\$ 320.00	\$ 325.00
Tender Information Package	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
Advertising for sale after 1 year redemption period*	\$ 305.00	\$ 310.00	\$ 315.00	\$ 320.00	\$ 325.00
Tender Opening + actual cost to Municipality*	\$ 305.00	\$ 310.00	\$ 315.00	\$ 320.00	\$ 325.00
Finalization Fee (distribution of proceeds, payment to court)*	\$ 510.00	\$ 515.00	\$ 520.00	\$ 525.00	\$ 530.00

*Professional fees of a lawyer, planner, surveyor or other professional consultant and their disbursements will be charged at their actual cost to the Municipality in the addition to the Municipal administration fee.

Where applicable, GST/HST has been incorporated into the above fees



**CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "E" TO BY-LAW #31-23
PUBLIC WORKS FEES**

Description	2023	2024	2025	2026	2027
Civic Address: Initial 911 Sign and Post	No Charge				
Civic Address: Replacement 911 Sign	\$ 25.00	\$ 26.00	\$ 27.00	\$ 28.00	\$ 29.00
Civic Address: Replacement 911 Post	\$ 30.00	\$ 31.00	\$ 32.00	\$ 33.00	\$ 34.00
Entrance Permit - Includes a \$150.00 Non Refundable Inspection Fee	\$300				



CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "F" TO BY-LAW #31-23
SPECIAL EVENTS FEES

Description	2023	2024	2025	2026	2027
Special Event Permit (not-for profit; attendance less than 1000)	\$ 75.00	\$ 85.00	\$ 95.00	\$ 105.00	\$ 115.00
Special Event Permit (not-for profit; attendance more than 1000)	\$ 125.00	\$ 135.00	\$ 145.00	\$ 155.00	\$ 165.00
Special Event Permit (for-profit; attendance less than 1000)	\$ 200.00	\$ 225.00	\$ 250.00	\$ 275.00	\$ 300.00
Special Event Permit (for-profit; attendance more than 1000)	\$ 350.00	\$ 400.00	\$ 450.00	\$ 500.00	\$ 550.00
Exemptions from Noise By-Law #34-10 Section 3.3.1					
Special cultural, musical or other event	\$ 60.00	\$ 70.00	\$ 80.00	\$ 90.00	\$ 100.00
Commercial or other activity	\$ 210.00	\$ 220.00	\$ 230.00	\$ 240.00	\$ 250.00



CORPORATION OF THE TOWNSHIP OF RYERSON
SCHEDULE "G" TO BY-LAW #31-23 AS AMENDED
BY-LAW 12-24
PLANNING FEES

All fees prescribed in this Schedule do not include professional fees and disbursements for lawyers, planners, and other professional consultants whose actual cost to the municipality will be charged in addition to the prescribed administration fee. The cost of such professional services and disbursements varies widely with the complexity of the matter. The deposit amount which may be required of the applicant in addition to the fixed administration fee, which is subject to be increased or decreased depending upon the complexity of the matter and estimates provided by professional consultants. All fees incurred for any of the applications listed above are the responsibility of the applicant. If the deposit does not cover all of these costs, the applicant shall be billed for the difference. Deposits are intended to cover actual costs paid by the municipality to third parties and any excess amount not used will be refunded to the Applicant.

Description of Fees	2023	2024	2025	2026	2027
Municipal Staff will calculate your cost for lands based on your survey. Per square foot (plus H.S.T.)					
Cost of Road Allowance on land locked concession, for property access	\$0.10				
Cost of Road Allowance not fronting on water	\$0.25				
Cost of Road Allowance fronting on water	\$0.45				
Cost for Shore Road Allowance	Fair Market Value				
Road Allowance/Shore Road Allowance- Application Fee-	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Deposit-	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Zoning By-Law Amendment (Major)- to rezone large development proposals – plans of subdivision or condominium, commercial/industrial aggregate/or other proposals likely to attract significant opposition.					
Administrative Fee-	\$ 1,650.00	\$ 1,700.00	\$ 1,750.00	\$ 1,775.00	\$ 1,800.00
Deposit-	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Zoning By-Law Amendment (Minor)- to rezone one lot, rezoning as a condition of consent, change specific lot development standards in an existing zone, temporary use.					
Administrative Fee-	\$ 825.00	\$ 850.00	\$ 875.00	\$ 900.00	\$ 925.00
Deposit-	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Zoning By-Law Amendment -removal of a Holding provision/interim controls					
Administrative Fee-	\$ 800.00	\$ 810.00	\$ 820.00	\$ 830.00	\$ 840.00
Deposit-	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00

Official Plan Amendment	Administrative Fee-					
	Deposit-	\$ 1,600.00	\$ 1,610.00	\$ 1,620.00	\$ 1,630.00	\$ 1,640.00
	Administrative Fee-	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Deposit-					
Official Plan and Zoning By-Law Amendment	Administrative Fee-	\$ 1,825.00	\$ 1,850.00	\$ 1,875.00	\$ 1,900.00	\$ 1,925.00
	Deposit-	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Minor Variance Application	Administrative Fee-	\$ 650.00	\$ 675.00	\$ 700.00	\$ 725.00	\$ 750.00
	Deposit-	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Description of Fees		2023	2024	2025	2026	2027
Municipal Comments to the Planning Board on a consent application (severance) including compliance with consent conditions notification.	Administrative Fee-	\$ 500.00	\$ 510.00	\$ 520.00	\$ 530.00	\$ 540.00
	Deposit-	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Municipal Comments to the Planning Board or Ministry on a subdivision or condominium application (Minor)small scale development	Administrative Fee-	\$ 1,000.00	\$ 1,010.00	\$ 1,020.00	\$ 1,030.00	\$ 1,040.00
	Deposit-	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Negotiation, review and signing of a proposed plan of subdivision or condominium agreement.(Major)large scale development proposals.	Administrative Fee-	\$ 2,600.00	\$ 2,625.00	\$ 2,650.00	\$ 2,675.00	\$ 2,700.00
	Deposit-	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Written Confirmation of an Existing Non-Conforming/Non-Complying Use or written Confirmation of Zoning and Official Plan designation and requirements	Administrative Fee-	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
	Deposit-	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Negotiation and signing of any other municipal agreement including, compliance with use of unopened road allowance, simple ammendment to subdivision agreement	Administrative Fee-	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
	Deposit-	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Deeming By-Law	Administrative Fee	\$ 350.00	\$ 360.00	\$ 370.00	\$ 380.00	\$ 390.00
	Deposit-	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

*Simple Fill/Site Alteration Permit		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
*Second and subsequent fill applications with no changes		\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
* Fill/Site Alteration Permit Application		Included in Site Plan Agreement				
Site Plan Agreements- (MINOR)	Administration Fee-	\$ 875.00	\$ 900.00	\$ 925.00	\$ 950.00	\$ 975.00
	Deposit-	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Site Plan Agreement-(MAJOR)	Administrative Fee-5% of the cost of site work	\$1850-\$6100	\$1850-\$6100	\$1850-\$6100	\$1900-\$6200	\$1950-\$6300
	Deposit-	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Solar Project Application and Review	Administrative Fee-	\$ 500.00	\$ 510.00	\$ 520.00	\$ 530.00	\$ 540.00
	Deposit-	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
OLT Hearing - Defend By-law, OP Amendment or any other planning decision						
approved by Council at the request of the applicant when appealed to the						
OLT,by a third party Ontario Land Tribunal						
	Administrative Fee-	\$ 3,000.00 + \$ 1,000.00 for each day of hearing beyond the first day.				
Time of Municipal Staff, site visitations, attending consultations, pre-consultations, and hearings with respect to a planning matter (per hour)						
	Administrative Fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00

***NOTE: Following are examples of "Simple" Fill or Site Alteration Permit:**

1. Raise EXISTING road/driveway to flood level with no extension of existing road/driveway.
2. Top dress land with less than four inches of topsoil.
3. Install/repair septic system where an NBMCA Permit issued if location is acceptable to the Township.
4. Fill within twenty feet of a new building for which CBO has issued a permit requiring such fill.
5. Where Council has passed a resolution waiving a Site Plan Agreement.

NOTE: Where multiple applications are being reviewed concurrently, (e.g. a zoning amendment and site plan approval) the Township may consider the posting of only one deposit, usually the higher of the required deposit.