

Town of Caledon 2022 User Fees By-law

Effective Date: April 4, 2022

Proposed Changes

2022 Fee (Excl. Taxes)	HST	Total Fee
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SCHEDULE F CORPORATE SERVICES DEPARTMENT

LEGAL SERVICES

AGREEMENTS

Any Type of agreement ¹	Standard: - easement/lease/license/other	+ Costs	\$1,487.77	\$193.41	\$1,681.18
	Non-Standard: - easement/lease/license/other	+ Costs	\$3,875.49	\$503.81	\$4,379.30
¹ Includes agreement or amendment to an executed agreement with the exception of agreements for subdivisions, site plans, grading, servicing agreements and staff initiated lease agreements.					
4 Development Charge Credit or Front-Ending Financing Agreement	Standard Development charge credit agreement, front-ending financing agreement or other funding agreement	+ Costs	\$5,624.40	\$731.17	\$6,355.57
	Non-Standard Development charge credit agreement, front-ending financing agreement or other funding agreement	+ Costs	\$8,012.12	\$1,041.58	\$9,053.70
Cash-in-lieu of Parking Agreement/Cash-in-lieu of Parkland Dedication Agreement	Cash-in-lieu of Parking Agreement/Cash-in-lieu of Parkland Dedication Agreement (non-routine) <i>Non-routine agreement requiring more than 7.5 hours of work (inclusive of both law clerk and solicitor time)</i>	+ Costs	\$500 minimum Plus \$50 per hour for time of law clerk beyond 7.5 hours Plus \$100 per hour for time of solicitor beyond 7.5 hours Plus costs*	Yes	Fee + HST
Application for Executed DCCA	Processing of application for copy of executed development charges credit agreement (including copying)	+ Costs	\$140.45	\$18.26	\$158.71
Municipal Access Agreement	Municipal Access Agreement		\$5,000.00	\$650.00	\$5,650.00

MISCELLANEOUS

Teraview Document	Preparation of any Teraview document, including a legal document for conveyancing purposes not otherwise listed herein	+ Costs	\$551.41	\$71.68	\$623.10
Search and Registration fees	Cost Recovery related to Corporate/Teraview searches and registration	Cost Recovery	Cost Recovery	Yes	Fee + HST
Compliance Letter	Compliance letters including letters relating to first application, assumption of subdivisions and similar inquiry letters.		\$130.05	-	\$130.05
Subsequent Disclosure Package	Subsequent copy of Disclosure Package for POA related offences		\$20.81	\$2.71	\$23.51
Consent	Consent to Transfer/Charge or Release		\$104.00 plus costs*	Yes	Fee + HST
	Consent to Transfer/Charge or Release (within 2 business days, subjected to availability)		\$182.00 plus costs*	Yes	Fee + HST
Heritage Property Tax Rebate Program	Heritage Tax Rebate Program Easement Agreement preparation		\$204.00	\$26.52	\$230.52

* "Plus Costs" include Registry Office Fees, External Counsel Fees, and Disbursements (inclusive of HST)

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SCHEDULE F

CORPORATE SERVICES DEPARTMENT

REPORTS AND BY-LAWS

Assumption By-law	Assumption By-law	+ Costs	\$270.61	\$35.18	\$305.79
Reports and By-Laws	Preparation of reports and by-law for a private purpose or interest	+ Costs	\$1,029.37	\$133.82	\$1,163.19
Disclosure request	Processing of replacement of a completed disclosure request - copying charge		Cost Recovery	Yes	Fee + HST

APPLICATION TO PURCHASE TOWN LAND

Processing Fee	Processing fee for request to purchase Town land, for an easement over Town land, for an encroachment onto Town land, or similar document. Additional fees may apply if the request is approved as per the fees by-law.	+ Costs*	\$530.60	\$68.98	\$599.58
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* "Costs" include but are not limited to the cost of an appraisal report, letter of opinion and cost of a reference plan.

PROVINCIAL OFFENCES ADMINISTRATION

Fine	Defaulted Provincial Offences fine collection administration Fee		\$30.00	-	\$30.00
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APPEAL HEARING TRIBUNAL

	Non-refundable filing fee for an Appeal		\$200.00	-	\$200.00
	Non-refundable filing fee for a Property Standards Appeal		\$200.00	-	\$200.00

COMMITTEE OF ADJUSTMENT

(a)	i) Minor variance application - Industrial/Commercial/Mixed Use		\$2,066.81	-	\$2,066.81
	ii) Minor Variance application – Industrial/Commercial/Mixed Use (Application where variance is sought for existing structure(s) not in keeping with Zoning-By-Law)		\$2,482.97	-	\$2,482.97
(b)	i) Minor Variance application – All other types		\$1,218.17	-	\$1,218.17
	ii) Minor Variance application - All other types (Application where variance is sought for existing structure(s) not in keeping with Zoning-By-law)		\$1,442.57	-	\$1,442.57
(c)	Consent application or Validation certificate		\$4,467.89	-	\$4,467.89
(d)	Request to Change Condition(s) of Provisional Consent				
	(i) Change of Conditions requiring Notification		\$1,275.00	-	\$1,275.00
	(ii) Change of Condition(s) not requiring Notification		\$318.24	-	\$318.24
(e)	Consent or Validation Certificate issuance Fee		\$784.67	-	\$784.67
(f)	Deferral of application		\$250.92	-	\$250.92
(g)	Appeal to Local Planning Appeal Tribunal		\$213.18 plus cost recovery	-	\$213.18 plus cost recovery

If an agreement is required see Legal Services Fees Section above

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SCHEDULE F CORPORATE SERVICES DEPARTMENT

LIQUOR LICENCE

	Permanent Liquor Licence Fee <i>(includes inspection fees)</i> ¹		\$554.00	\$25.22	\$579.22
	Liquor Licence Extension <i>(includes inspection fees)</i> ¹		\$276.00	\$16.38	\$292.38
	Special Occasion Permits		\$150.00	-	\$150.00
	Special Occasion Permit - Municipal Designation Request (initial request)		\$200.00	-	\$200.00
	Special Occasion Permit - Municipal Designation Request (subsequent requests)		\$150.00	-	\$150.00

*Exempted for events at Town owned facilities and / or affiliated groups approved by the Parks & Recreation Department

¹ HST not applicable on whole fee

ANIMAL SERVICES

ANIMAL SHELTER

Redemption Fees -Cats	Cats - on each occasion		\$20.00	\$2.60	\$22.60
	In addition to above for each day or part thereof during which the cat remains at shelter		\$5.00	\$0.65	\$5.65

Adoption Fees	Senior Dog (8+ years)		\$100.00	\$13.00	\$113.00
	Senior Cat (8+ years)		\$30.00	\$3.90	\$33.90
	Dog - spayed/neutered, vaccinated		\$200.00	\$26.00	\$226.00
	Cat - spayed/neutered, vaccinated		\$105.00	\$13.65	\$118.65
	Puppies - under 6 months (not spayed/neutered)		\$150.00	\$19.50	\$169.50
	Kittens - not spayed/neutered due to age, vaccinated		\$75.00	\$9.75	\$84.75
	Other small animals		\$10.00	\$1.30	\$11.30

Surrender Fees	Surrendering dog for subsequent adoption to new owner where dog is spayed or neutered and vaccinated		\$54.00	\$7.02	\$61.02
	Surrendering cat for subsequent adoption to new owner where cat is spayed or neutered and vaccinated		\$27.00	\$3.51	\$30.51
	Surrendering dog for subsequent adoption to new owner where dog is not spayed or neutered and vaccinated		\$100.00	\$13.00	\$113.00
	Surrendering cat for subsequent adoption to new owner where cat is not spayed or neutered and vaccinated		\$50.00	\$6.50	\$56.50

Other Fees	Microchip Implantation		\$22.12	\$2.88	\$25.00
	Rabies Vaccination		\$22.12	\$2.88	\$25.00
	Personalized Pet Identification Tag service		\$13.27	\$1.73	\$15.00

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SCHEDULE F

CORPORATE SERVICES DEPARTMENT

ANIMAL SHELTER

Redemption Fees -Dogs	i) Dog without identification including owner contact information		\$100.00	\$13.00	\$113.00
	ii) Dog without up-to-date identification		\$100.00	\$13.00	\$113.00
	iii) Dog with valid identification first redemption		\$25.00	\$3.25	\$28.25
	iv) Dog with valid identification each subsequent redemption		\$50.00	\$6.50	\$56.50
	in addition to i), ii), iii) and iv) above, for each day or part thereof during which the dog is impounded (excluding the first day the dog is impounded)		\$20.00	\$2.60	\$22.60
	Where dog has been quarantined at shelter				
	i) First day of quarantine		\$59.00	\$7.67	\$66.67
	ii) For each subsequent day of the quarantine period		\$23.00	\$2.99	\$25.99
	After Hours Service				
	In addition to the applicable redemption fee where the impounded dog was retrieved by the animal control officer outside the usual business hours of the Town		\$80.00	\$10.40	\$90.40
Disposal of Animal	Small Animal (rabbit, ferret, kitten, etc.)		\$20.00	\$2.60	\$22.60
	Cat / Small Dog Disposal - Less than 20 lbs.		\$30.00	\$3.90	\$33.90
	Dog Disposal - Medium (20-50 lbs.)		\$50.00	\$6.50	\$56.50
	Dog Disposal - Large (50 + lbs.)		\$75.00	\$9.75	\$84.75
	Dog Disposal - X Large (100 + lbs.)		\$100.00	\$13.00	\$113.00
Impound fee for large animals other than dogs	For each animal other than a dog or cat for each day or part thereof during which such animal is impounded.		Cost Recovery	Yes	Fee + HST
Animal Care and Control Variance Application	Process application (Non-refundable)		\$350.00	\$45.50	\$395.50

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SCHEDULE I OPERATIONS DEPARTMENT

OPERATIONS					
Snow clearing on Unassumed roads		per lane km minimum charge 1/4 km	\$2,500.00	\$325.00	\$2,825.00
Culvert applications	i) Application fee		\$3,750.00	-	\$3,750.00
	ii) Rush fee for processing of applications submitted with less than 2 business days notice		\$4,310.00	-	\$4,310.00
	iii) Rush fee if permit application is received after on-site work has started if no prior permit obtained for culvert installation		\$4,870.00	-	\$4,870.00
Road closure permits	i) Intermittent stoppage permit	per day	\$390.00	-	\$390.00
	ii) Rush fee (in addition to permit fee) for intermittent stoppage applications submitted with less than 2 business days notice	per day	\$470.00	-	\$470.00
	iii) Additional fee if no prior permit obtained for intermittent road stoppage	per day	\$550.00	-	\$550.00
	iv) Full closure permit	per day	\$750.00	-	\$750.00
	v) Rush fee (in addition to permit fee) for full closure applications submitted with less than 2 business days notice	per day	\$990.00	-	\$990.00
	vi) Additional fee if no prior permit obtained for full road closure	per day	\$1,230.00	-	\$1,230.00
Right of Way Occupancy Permit	i) Right of way occupancy permit (soft scape)		\$110.25	-	\$110.25
	ii) Right of way occupancy permit (hard scape)		\$300.00	-	\$300.00
	iii) Rush fee (in addition to permit fee) for right of way occupancy applications submitted with less than 2 business days notice		\$395.00	-	\$395.00
	iv) Additional fee if no prior permit obtained for right of way occupancy		\$490.00	-	\$490.00
Fill-Heavy Truck Load-Caledon Road Use	Heavy Truck Load - Caledon Road Use permit (Fees not applicable to Town of Caledon vehicles or approved Town contractors)	per load per lane km	\$2.00	-	\$2.00
Municipal Numbering By-law	Purchase of a municipal number		\$50.00	-	\$50.00
	Purchase of a pole		\$50.00	\$6.50	\$56.50
	Installation only		\$300.00	\$39.00	\$339.00
	Address numbering alterations resulting from a development plan change	per unit	\$250.00	-	\$250.00
Public Utilities Securities	Collection of Securities under the Municipal Access Agreement	total	\$25,000.00	-	\$25,000.00

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SCHEDULE I OPERATIONS DEPARTMENT

OPERATIONS					
Where the Town performs the work upon the failure of the owner to do so,					
	i) Removal of sign and relocation of sign		\$350.00	-	\$350.00
	ii) Removal of sign and installation of replacement sign		\$350.00	-	\$350.00
	iii) Installation of sign		\$350.00	-	\$350.00
	iv) PLUS the costs of all materials required for the work described in i), ii) and iii)		Costs + HST	Yes	Costs + HST
Damage to Town Assets	Damage to Town assets as a result of traffic incidents		Cost Recovery + 15% Admin Fee	Yes	Fee + HST

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SCHEDULE J

ENGINEERING SERVICES DEPARTMENT

ENGINEERING					
Copies of Engineering drawings		per drawing	\$150.00	\$19.50	\$169.50
Benchmark	Horizontal & Vertical	per plan (horizontal & vertical)	\$2,754.00	\$358.02	\$3,112.02
Engineering Drawing Management		per km of road Minimum of \$330	\$540.60	\$70.28	\$610.88
Environmental Compliance Approval Application Review	A separate fee is required for review of each Stormwater Conveyance System, Low Impact Development, Under Ground Storage, Manufactured Treatment Device, Stormwater Management Ponds, or any Infrastructure that the Town will assume that requires Environmental Compliance Approval		\$1,122.00	-	\$1,122.00
Compliance Letters	Engineering Compliance Letter (compliance with subdivision or other similar inquiry letters)		\$126.48	\$16.44	\$142.92
Plan of Subdivision, Plan of Condominium and Development Agreement Engineering Fees	6% of the approved estimated cost of Town Works. For plan of subdivision and plan condominium, 3% is due upon first engineering submission with the balance due upon registration of the plan. For Development Agreement the 6% is due prior to execution of the agreement.		6% of the approved estimated cost of Town Works. For plan of subdivision and plan condominium, 3% is due upon first engineering submission with the balance due upon registration of the plan. For Development Agreement the 6% is due prior to execution of the agreement.	Yes	Fee + HST
i)	Development agreement for construction of, repair or modification to Town infrastructure fee is 6% of estimated cost of Town works, due prior to execution of the development agreement.				
ii)	Residential or non-residential plan of subdivision or plan of condominium 3% estimated cost of Town Works, due at time of first Engineering submission with balance due upon registration.				
iii)	The effective date for determining the amount of the engineering fees to be paid for a plan of subdivision or plan of condominium is the date of the registration of the plan of subdivision or plan of condominium, regardless of the date of the submission of the draft plan of subdivision or draft plan of condominium or the date of the submission of any engineering drawings.				

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SCHEDULE J

ENGINEERING SERVICES DEPARTMENT

ENGINEERING					
iv)	Engineering fees paid at the time of the registration of the plan of subdivision or condominium shall be adjusted in accordance with the following protocol.				
a.	The adjustment shall take place prior to the issuance of Final Acceptance of the Town Works in a plan of subdivision or equivalent services in a plan of condominium.				
b.	If the variance is less than \$500, no adjustment will be made.				
c.	The adjustment shall be based upon the actual certified cost of the Town Works in a plan of subdivision or the equivalent services in a plan of condominium, as certified by the consulting engineer.				
d.	Final Acceptance adjustment of fees shall be based upon the fees contained in the Municipal Fees by-law in effect at the date of the registration of the plan of subdivision or the plan of condominium.				
e.	Additional amounts owing to the Town of Caledon as a result of the adjustment shall be paid within 30 days of demand by the Town.				
Any refund owed by the Town as a result of the adjustment shall be made within 30 days of agreed upon adjustments.					
Public Utilities Fee	Application Fee for the processing of municipal consent of public utilities permissions for Town right of ways.		\$460 plus \$0.50 per m after 300m	-	\$460 plus \$0.50 per m after 300m
Non-Compliance Fee	Investigating a complaint or inspection where work is found to be non-compliant with approved plans or specifications	Per occurrence	\$520.20	\$67.63	\$587.83
Inspection Fee	Engineering Inspection for Partial Assumptions	Per assumption	\$5,202.00	\$676.26	\$5,878.26
TRAFFIC OPERATIONS					
Traffic Data Requests	Turning Movement Count - per intersection		\$367.20	-	\$367.20
	Average Annual Daily Traffic - per location per year (if data has already been collected)		\$28.56	-	\$28.56
	Average Annual Daily Traffic - per location per year (if data has not already been collected)		\$173.40	-	\$173.40
	Signal Timing - per intersection		\$56.13	-	\$56.13
OPERATIONS					
Streetlight Connection Costs	Streetlight connection costs for new developments		Cost Recovery + 15% Admin Fee	Yes	Fee + HST

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SCHEDULE J

ENGINEERING SERVICES DEPARTMENT

TRANSPORTATION ENGINEERING

Bolton / Voyago Transit	Person with Vision Loss (with CNIB Card)		Free	-	Free
	Preschool Child (age 5 & under, with a fare paying passenger)		Free	-	Free
	Children (ages 6-12)		\$2.00	-	\$2.00
	Youth (ages 13-19)		\$2.55	-	\$2.55
	Senior (ages 65 or older)		\$1.00	-	\$1.00
	Adults and all other riders		\$4.00	-	\$4.00

ENGINEERING REVIEW

(a)	Grading Clearance - Review (this includes 1 site inspection)		\$450.00	-	\$450.00
(b)	Grading Clearance - Additional Inspections	Each	\$150.00	-	\$150.00