

SCHEDULE “ A” TO BY-LAW NO. 2018-22 OF THE MUNICIPALITY OF DYSART ET AL

ADMINISTRATIVE FEES AND CHARGES

(HST will be charged if applicable to fee or charge)

SERVICE	FEE OR CHARGE
ADMINISTRATION	
Photocopies	\$.50 per page
NSF Cheque	\$40.00 per cheque
Tax Certificate	\$50.00 each
Tax Billing History Report	\$15.00 per year
Tax Statement of Account	\$10.00
Tax Bill Reprint	\$25.00
Transfer Balance Credit	\$25.00
Proof of Claim	\$25.00
Final Notice Letter	\$30.00
Commissioner of Oaths/Certification of Documents	First document free, \$10.00 each thereafter
Marriage Licences (Payment must be in cash, certified cheque or money order)	\$100.00 each
Registration of a Death that occurs in our Municipality during regular business hours	No charge
Registration of a Death that occurs outside our Municipality	\$25.00 each
Registration of a Death after regular business hours	\$50.00 each
Dysart Branch Public Library – Meeting Room Rental	\$40.00 minimum for up to 3 hours; plus \$10.00 per hour thereafter
File Searches (i.e. Planning Agreements, Septic Use Permits, Use Permits)	\$50.00 each
ANIMAL CONTROL	
Dog Pound Services	\$25.00 for the 1 st day, or part thereof, plus \$10.00 per day thereafter, payable upon return of dog
Dog Tag	\$10.00 each
ROADS DEPARTMENT	
Entrance Approvals Inclusive of One (1) Site Inspection	\$200.00 each
Roadway Crossings Application	\$100.00 each plus applicable deposit outlined in Policy No. 13
Road Closing Application	\$1,000.00
The application fee is considered a deposit towards the total cost to process the application. The following costs will be invoiced back to the applicant upon passage of the Road Closing By-law.	
• Municipal Administration	\$800.00

• Purchase price for Shoreline Road Allowance	\$1,000.00 for the first 150 feet of water frontage plus \$4.00 per foot of frontage thereafter
• Purchase price for Original Road Allowance	Set by appraisal
• Purchase price for Road Allowance on Plan	Set by appraisal
• Purchase price for Buildings on Road Allowance	\$100.00 per building encroaching allowance
• Advertising	As billed by Echo
• Appraisal	As billed by Appraiser
• Surveying	Applicant to arrange directly with Surveyor
• Legal	As billed by Lawyer
PLANNING DEPARTMENT (Does not include Planning Application Fees)	
Compliance Letter:	
Planning and Building Information	\$100.00 each
Septic Permit Information	\$50.00 each
Official Plan:	
Paper copy of complete text plus all schedules	\$50.00 each
CD of complete text plus all schedules	\$5.00 each
Zoning By-law:	
Paper copy of complete text and Schedules, plus CD version	\$30.00 each
CD of complete text plus all schedules	\$5.00 each
Plotter Prints:	
11" x 17" (ANSI B) – Black and White or Colour	\$25.00 each
17" x 22" (ANSI C) – Black and White or Colour	\$30.00 each
22" x 33" (ANSI D) – Black and White or Colour	\$35.00 each
34" x 44" (ANSI E) – Black and White or Colour	\$40.00 each
Custom Maps (Either Paper or Digital Format):	
Base Price (includes 1 hour of labour)	\$55.00
Hourly Rate (after first hour)	\$45.00 per hour
*Additional copies of custom maps are charged at the map rate indicated above.	
Telecommunication Tower Proposal Review	\$500.00
SEPTIC FEES	
Severance / Lot Addition Applications	\$300.00 minimum
Lots 10 to 50 acres	\$300.00 per lot
Greater than 50 acres	\$150.00 per lot
Subdivision 1 to 10 lots	\$300.00 per lot
Subdivision each lot after 10	\$150.00 per lot
Minor Variance	\$300.00 per lot
Zoning	\$300.00 per lot