

**THE RURAL MUNICIPALITY OF HANOVER**

**BY-LAW No. 2448-19**

BEING A BY-LAW OF THE RURAL MUNICIPALITY OF HANOVER to prescribe fees and charges for services, activities or things provided or done by the municipality.

**WHEREAS** the Council of the Rural Municipality of Hanover deems it expedient and advisable to include in one by-law the fees and charges payable to the municipality for certain services rendered by officers and employees of the municipality;

**AND WHEREAS** Section 232(1) of *The Municipal Act* provides that a Council may pass By-laws for municipal purposes respecting the following matters pertaining to:

**Exercising by-law-making powers**

**232(2)** Without limiting the generality of subsection (1), a council may in a by-law passed under this Division

(d) establish fees or other charges for services, activities or thing provided or done by the municipality or for the use of property under the ownership, direction, management or control of the municipality; and

(e) subject to the regulations, provide for a system of licenses, permit or approvals, including any of the following;

(i) establishing fees and terms for payment of fees, for inspections, licenses, permits and approvals including fees related to recovering the costs or regulation.

**AND WHEREAS** the Council of the Rural Municipality of Hanover deems it necessary and in the best interest of the Municipality to establish a fee schedule for such matters;

**NOW THEREFORE BE IT AND IT IS HEREBY ENACTED** that the Council of the Rural Municipality of Hanover duly assembled, enact as follows:

1. That this By-law be known as the Fees and Charges By-Law
2. That the fees and charges that the Rural Municipality of Hanover shall charge are set out in Schedules 'A' to 'E' attached to this by-law.
3. That Council from time to time, by resolution, may amend Schedules 'A' to 'E' attached to this by-law.

4. That the fees and charges set out in the schedules 'A' to 'E' attached to this by-law shall take precedence over any other by-law.
5. That all fees in schedule 'C' are waived for Rural Municipality of Hanover projects.
6. That the development permit fees, as listed in Schedule 'C' are waived for designated places of worship. For the purpose of this section, the organization must be registered as a charity with the Canada Revenue Agency. Permit applicants must provide the CRA charity registration number.
7. That By-Law No. 2406-17 be hereby rescinded.

DONE AND PASSED by the Council of the Rural Municipality of Hanover duly assembled this  
24th                      day of      April                                      , A.D., 2019.

---

Reeve – Stan Toews

---

CAO Luc Lahaie

Read a first time this	10th	day of	April	, A.D., 2019.
Read a second time this	24 <sup>th</sup>	day of	April	, A.D., 2019.
Read a third time this	24th	day of	April	, A.D., 2019.

## Schedule “A” to By-Law 2448-19

### Administration Fees

<b>Description</b>	<b>Fee</b>	<b>Per</b>
Tax Certificate	\$30.00	Certificate
Tax Inquiry	\$20.00	Inquiry
Tax Invoice Reproduction (non-titled party)	\$20.00	Document
Tax Sale Fees (added at time of registration)	\$50.00 plus actual costs	Property
NSF - Returned Cheque	\$25.00	Cheque
Property Ownership Map	\$40.00	Map
Photocopy	\$0.25	Page
Color photocopy	\$0.50	Page
Printing from Computer	\$0.20	Page
Production/Mailing of Council meeting minutes	\$30.00	Year
Faxes Received	\$0.20	Page
Faxes Sent Locally	\$0.20	Page
Faxes Sent Long Distance	\$1.25	Page
By-Law Order Appeal	\$25.00	Appeal
FIPPA per 1/2 hour <sup>1</sup>	\$15.00	1/2 hour
GIS Mapping Services and Maps <sup>2</sup>	\$50.00	hour

---

<sup>1</sup> Where the applicant is requesting information under the Freedom of Information and Protection of Privacy Act the first 2 hours of searching are free, as are the first 25 pages of photocopying.

<sup>2</sup> Minimum charge ½ hour

## Schedule “B” to By-Law 2448-19

### Planning Fees

Description	Fee
Conditional Use Order – Prior to Commencement	
Effective January 1, 2021	\$300.00
Effective January 1, 2022	\$350.00
Effective January 1, 2023	\$400.00
Conditional Use Order – Following Commencement	
Effective January 1, 2021	\$800.00
Effective January 1, 2022	\$850.00
Effective January 1, 2023	\$900.00
Variance Order – Prior to Commencement	
Effective January 1, 2021	\$300.00
Effective January 1, 2022	\$350.00
Effective January 1, 2023	\$400.00
Variance Order – Following Commencement	
Effective January 1, 2021	\$800.00
Effective January 1, 2022	\$850.00
Effective January 1, 2023	\$900.00
Minor Variance Order – Prior to Commencement	
Effective January 1, 2021	\$150.00
Effective January 1, 2022	\$175.00
Effective January 1, 2023	\$200.00
Minor Variance Order – Following Commencement	
Effective January 1, 2021	\$400.00
Effective January 1, 2022	\$425.00
Effective January 1, 2023	\$450.00
Resolution P20-101	
Development Agreement	\$1,250.00
Zoning Memorandum	\$50.00
Zoning Confirmation Letter	\$50.00
Right-of-way closure By-Law	\$500.00
Public Reserve Closing By-Law	\$500.00
Development Plan By-law Amendment	\$2,500.00
Zoning By-law Amendment	\$2,000.00
Capital Development Fee and Additional Dwelling Unit Fee	
	2019 \$2,500.00
	2020 \$2,750.00
	2021 \$3,000.00
	2022 \$3,250.00
	2023 \$3,500.00
Subdivision Application Fee	\$500.00
Development Agreement Status Report	\$50.00
Confirmation of Closed Permit Letter	\$80.00

# Schedule “C” to By-Law 2448-19

## Permit Fees

<b>Minimum Permit Fee (unless otherwise stated)</b> .....	<b>\$75.00</b>
<b>Dwellings</b> (Primary or Secondary)	
Above grade (each floor- incl. crawl space) .....	\$0.35/sq ft
Below grade (incl. basement/grade beams/piles).....	\$0.10/sq ft
Basement Reno/Improvements .....	Flat Rate - \$75.00
Additions (incl. Sunrooms).....	\$0.30/sq ft
Garage (incl. foundation).....	\$0.20/sq ft
Garage (foundation only).....	\$0.10/sq ft
Car Port .....	\$75.00
Decks/Porches – Covered .....	Flat Rate - \$75.00
Open- over 24” above ground.....	Flat Rate - \$75.00
Open- under 24” above ground.....	No Permit - n/c
Plumbing permit .....	10% of permit cost
	Minimum fee - \$35.00
Mobile Homes / Cottages (above grade).....	\$0.35/sq ft
RTM (moved onto property)– above grade .....	\$0.35/sq ft
Foundation fee for RTM /Mobile Home.....	\$0.20/sq ft
<b>Alterations/Renovations</b>	
Minor work <b>up to</b> \$7,500.....	Flat Rate - \$75.00
Major work <b>over</b> \$7,500 .....	1% of estimated project value
<b>Accessory Buildings</b> .....	\$0.20/sq ft
Foundation only .....	\$0.10/sq ft
<b>Pools/Hot Tubs</b> <sup>1</sup> over 24” in depth .....	\$75.00
<b>Home Occupation</b> (Urban/Rural) - Development Permit.....	\$150.00
<b>Commercial Building Structure – Principal</b> .....	\$0.40/sq ft
Accessory.....	\$0.30/sq ft
<b>Development Permit</b> (principal or accessory)	
Up to first \$1,000,000 construction value .....	0.75%
after \$1,000,000 construction value.....	0.25%

---

<sup>1</sup> When a deck permit is obtained along with a pool permit – no charge

**Inspection/Relocations:**

Pre-moving inspection .....	\$100.00
Inspection request after regular working hours.....	\$200.00
Travel .....	1.23/km
(applies to travel to and from outside of RMH boundary only) res. 2021 006	
Relocation Permit.....	\$75.00
Missed Inspection .....	\$250.00

**Communication Towers**

Residential towers for private reception only .....	n/c
All other commercial/broadcast uses .....	\$150.00

<b>Farm Building Permit</b> (incl. barns/hay shelters/ workshops).....	\$0.10/sq ft
Development Permit .....	\$0.10/sq ft
Other (e.g. Granaries / dryer) .....	\$75.00 per structure
Stables or Riding Arena .....	\$0.20/sq ft
Agricultural Waste Storage facilities (slurry or lagoon) .....	\$2.00 per AU

**Occupancy Permit**

If a Building Permit is issued.....	n/c
No permit issued .....	Flat Rate - \$75.00

<b>Demolition Permit</b> (any structure).....	n/c
---	-----

**Temporary Permits** (Construction, erection or placement on any structure)

Up to Six (6) months x 3.....	\$20.00/month
-------------------------------	---------------

**Domestic Sewage Disposal Lagoons/Landfill sites:**

First \$5,000 value .....	\$25,000.00
Each additional \$1,000 (or portion of) value.....	\$2.50

**Inspections**

Initial required inspections.....	n/c
Re-inspections (incl building & lot grading) .....	\$100.00 ea

<b>Access Permits</b> (new & relocations) .....	\$100.00
---	----------

### Part 3 Buildings

1. Building Permits, the greater of:
  - a. \$200.00; or
  - b. The sum of
    - i. 1% of the first \$1 million in the value of work, and
    - ii. 0.6% of the remaining value in the work, when the total value of the work exceeds \$1 million.
2. Plumbing Permits .....\$15 per fixture, device or unit

### Deposits

New Residential Construction .....	\$2,500.00
All other works <sup>2</sup> .....	as determined by the “ <i>Authority having Jurisdiction</i> ”
1 <sup>st</sup> Administrative Extension .....	no charge
2 <sup>nd</sup> extension.....	\$100.00
Additional Extensions .....	\$250.00/request

### Cancellation & Refunds

Administration Fee deducted .....	\$50.00
Inspections performed to date deducted .....	\$100.00/inspection

---

<sup>2</sup> Including multi-family residential

## Schedule “D” to By-Law 2448-19

### **Fire Safety Inspection Fees**

<b><u>Description</u></b>	<b><u>Rate</u></b>
High Hazard (F1) Occupancy	\$500.00
Schools (over 600 sq. m)	\$350.00
Schools (under 600 sq. m)	\$250.00
Churches	\$250.00
Churches (with multiple occupancies)	\$350.00
Personal Care Homes	\$350.00
Daycares	\$250.00
Residential Care Facilities	\$250.00
Restaurants	\$250.00
Bed & Breakfasts	\$250.00
Community Halls	\$250.00
Wedding Facilities	\$250.00
Recreation Centres	\$250.00
Exhibition Grounds	\$250.00
Remedy Order – compliance date extensions	\$150.00
Follow Up Inspections (failed inspection follow up)	\$150.00
*fees include initial inspection and inspection report	
Allowance for a provision for the Fire Chief to reduce the Fire Safety Inspection fees to 50% in the case of a passed inspection. Finance September 19, 2019	

\*fees include initial inspection and inspection report

### **False Alarm Fees**

<b>Description</b>	<b>Rate</b>
3 <sup>rd</sup> false alarm in a calendar year (residential)	\$300
3 <sup>rd</sup> false alarm in a calendar year (commercial)_	\$500
3 <sup>rd</sup> false alarm in a calendar year (agricultural)	\$500
3 <sup>rd</sup> false alarm in a calendar year (other property)	\$500

Each additional call will see the fee increase by \$100.  
Resolution PRO 22-008 and FA22-056



## Schedule “E” to By-Law 2448-19

### **Works & Operations Fees**

-and-

### **By-Law Enforcement Fees**

	<u><b>Rate</b></u>
Used Culverts	Quote by W& O Manager
Dust Control	\$2.30/m (100 meters minimum) res FA22-056
Bulk Water Purchases	\$25.00 per fill Jan.1-Dec.31/21 \$50.00 per fill Jan.1/22 FA22-009
Aggregate Hauler License	\$100.00/year
Utility Contractor License	\$100.00/year
Septic Hauler Fees – Lagoon Access and Dumping	
1,500 gal or less	\$30.00
1,500 gal or more	\$60.00
Kennel Fees (Yearly)	\$250.00 Fin. Sept 19/19
Dog License Fees (Not Spayed or Neutered)	\$20.00
Dog License Fees (Spayed or Neutered)	\$15.00
Cat/Skunk Traps	\$100.00
For each trap – Deposit \$100.000	
Trap Rental – daily for cats, skunks in rural areas only	\$3.00/Day
<b>Licensed Penalties and Impound Fees</b>	
For any dog, cat or any other domestic pet that was apprehended running at large or that was for any other reason impounded by the animal control officer	
-For the first impound licensed flat fee:	\$100.00
-For each day of impoundment	\$20.00/day
-For second impoundment licensed flat fee	\$150.00
If it occurs within 12 months of first offense	\$200.00
-For each day of impoundment	\$20.00/day
Animal disposal charge (per animal)	\$100.00

Unlicensed Dog Fee's at Large	\$200.00
Licensed Dog Fee's at Large	\$150.00
For each day of impoundment	\$25.00
Livestock	
Apprehension with truck/trailer, 1-Man	\$575.00/hr
**Note** Minimum 1 hour call out fee	
If extra man required	\$35.00/hr
Mileage	\$1.25/km
Feed & Water	\$30.00/day
Impoundment fees for dangerous animals, quarantined animals and restricted animals	\$50.00/day