

**HALIFAX REGIONAL MUNICIPALITY**

**ADMINISTRATIVE ORDER NUMBER 15**

**Respecting License, Permit and Processing Fees**

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

**SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 15, the License, Permits and Processing Fees Administrative Order.

**LICENSE FEES ESTABLISHED**

2. The fees for licenses issued pursuant to the By-laws mentioned in Schedule "A" to this Administrative Order shall be as set forth therein.

Done and passed in Council this 30<sup>th</sup> day of March, 1999.

Walter Fitzgerald  
Mayor

Vi Carmichael  
Municipal Clerk

## Schedule A

- 1.** Notwithstanding the processing fees set forth in the various Municipal Planning Strategies, Land Use By-Laws and Subdivision By-Laws in force in Halifax Regional Municipality, the following processing fees shall apply in the place and stead of the fees, including fees for the Heritage, Blasting, Civic Addressing, Sign, Lot Grading and Grade Alteration By-laws.
  - 1A.**
    - (1) Subject to 1A(3), beginning on April 1<sup>st</sup>, 2024, and on each April 1<sup>st</sup> thereafter,
      - (a) the fees for sections 4A, 6A, 6B, 6E, 13A, 15A, 16A, 19 and 21A shall be automatically increased by the average monthly increase to the All-Item Consumer Price Index for the Province of Nova Scotia for the period of time from January 1<sup>st</sup> to December 31<sup>st</sup> of the preceding calendar year, rounded up to
        - (i) the nearest \$10 when the fee is \$100 or more
        - (ii) the nearest \$1.00 when the fee is under \$100; and
      - (b) the charts listing those fees amounts that have been increased under clause 1A(1)(a) shall be automatically amended to the amount of the increased fees.
    - (2) If there is no increase in the Consumer Price Index for the Province of Nova Scotia, there shall be no increase in the fees under subsection (1).
    - (3) The automatic increase shall not apply respecting the following fees under section 6B:
      - (a) the Owner's License Annual fee;
      - (b) the Owner's Renewal fee;
      - (c) Taxi Driver's fee; and
      - (d) the Drive Application Fee.
    - (4) From time to time, the Chief Administrative Officer, or designate, shall post a revised version of this Schedule that incorporates the fees that were increased under subsection 1A(1).
  - 1B.** When amendments are prepared by staff for Council's consideration that proposes changes to the fees under sections 4A, 6A, 6B, 6E, 13A, 15A, 16A, and 21A of this Administrative Order, the Guiding Principles in the staff report dated September 23, 2019 must be applied, in accordance with Council's direction of October 22, 2019.
  - 1C.**
    - (1) For the purposes of this section,

- (a) “existing building” means any building in which a building permit has been issued;
- (b) “non-profit organization” means:
  - (i) a non-profit association incorporated pursuant to the Co-operative Associations Act, R.S.N.S.1989 c. 98, as amended,
  - (ii) a non-profit association to which the Co-operative Associations Act applies,
  - (iii) a not-for-profit corporation incorporated pursuant to the Canada Not-for-profit Corporations Act, S.C. 2009, c. 23, and
  - (iv) a non-profit organization otherwise incorporated pursuant to an Act of the Nova Scotia Legislature; and
- (c) “registered Canadian charitable organization” means a charitable organization registered pursuant to the Income Tax Act (Canada) and the regulations made pursuant to that Act;.

- (2) All the fees listed in Schedule B may be waived for residential developments undertaken by a non-profit organization or registered Canadian charitable organizations, providing all the following are satisfied:
    - (a) on the date the complete application is received by the Municipality, the applicant must have been registered as a non-profit organization or registered Canadian charitable organization for a period of at least 1 year;
    - (b) the provision of affordable housing must be included in either the mandate, or the programs and activities, of the of the non-profit organization or registered Canadian charitable organization;
    - (c) a minimum of 60% of the development must be for a residential use and
      - (i) where the application is for the development of a building(s), a minimum of 60% of the total gross floor area the development must be for a residential use, or
      - (ii) where the application is for the subdivision of land a minimum of 60% of
        - (A) the lots created through the subdivision, or
        - (B) the lands subject to the subdivision,
- must be in a zone, or subject to a development agreement, that would permit a residential use;

(d) where there is a capital cost charge imposed by a by-law of the Municipality that applies to the property, a minimum of 60% of the total gross floor area of any existing building(s) must be for a residential use;

(e) the property that is the subject of the application must be owned by one, or a combination of, the following:

- (i) the non-profit organization or registered Canadian charitable organization,
- (ii) the Municipality,
- (iii) the Province of Nova Scotia,
- (iv) the Government of Canada, or
- (v) an agent of the Province of Nova Scotia or the Government of Canada, including a Crown corporation; and

(f) on the date of the complete application is received by the Municipality, the non-profit organization or registered Canadian charitable organization must have fully paid all taxes owing or all installments or all interim payments due to the Municipality.

2. Repealed.

3. Repealed.

4. Repealed.

4A.

<b>Fees pursuant to By-law O-109T Respecting Open Air Burning</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
<b>Open Air Burning By-law</b>		
- Residential		<b>No fee</b>
- Commercial	<b>10(1)</b>	<b>\$50.00</b>

5. Repealed.

6. Repealed.

6A.

Fee Description	Fee	Cancellations & Refunds
Public Consultation/Advertising Deposit  (Public consultation costs include, but are not limited to, advertising, mailouts, engagement material and meetings.)	<b>\$1,000</b>	Deposit funds not used for public consultation will be refunded
<b>Municipal Strategy Amendments, Rezoning, Planning Applications</b>		
Pre Pre-Application	<b>\$500</b>	Cancellation of the pre public consultation will result in a 50% refund, providing the Municipality receives notice of the cancellation within the earlier of 90 calendar days from the day of submission or 90 calendar days from the day the pre public consultation began, counting the day of submission and the day of the pre public consultation.  No refunds will be issued post public consultation.  Where public consultation does not apply, a cancellation within 30 calendar days will result in a full refund.  No refunds will be issued after 30 calendar days from submission.  Non-refundable  Non-refundable  Non-refundable  Non-refundable
Planning Application Submission Fee	<b>\$3,430</b>	
The following fees include submission fee:		
Municipal Planning Strategy Amendment along with a Development Agreement	<b>\$5,720</b>	
Land Use By-law Amendment (rezoning and/or text change)	<b>\$3,430</b>	
Municipal Planning Strategy Amendment along with a Land Use By-law Amendment	<b>\$5,720</b>	
Land Use By-law Amendment along with a Development Agreement	<b>\$4,580</b>	
Deregistration & Demolition of a Heritage Property	<b>\$4,580</b>	
Development Agreement	<b>\$3,430</b>	
Discharge of a Development Agreement (in whole or in part)	<b>\$600</b>	
Amendments to Development Agreements unless all the amendments are listed as non- substantive in the development agreement*	<b>\$4,580</b>	
Amendments to Development Agreements where all the amendments are listed as Non-Substantive*	<b>\$3,430</b>	
Telecom Tower Application	<b>\$600</b>	
* Amendments defined within development agreement		

<b>Variations and Site Plans</b>		
Variance	<b>\$670</b>	Non-refundable
Variance Appeal Deposit	<b>\$500</b>	Deposit returned if application is not appealed
Site Plan Approval, including Downtown Halifax Non-Substantive Site Plan Approval but excluding Downtown Halifax Substantive Site Plan Approval.	<b>\$600</b>	Non-refundable
Downtown Halifax Substantive Site Plan Approval	<b>\$2,310</b>	Non-refundable except for exempt properties.
Site Plan Appeal Deposit	<b>\$500</b>	Deposit returned if application is not appealed
<b>Development Permit Fees</b>		
Residential Development Permit Fee (includes: New Residential-up to 2 units, enclosed additions, Residential or Multi-use, Industrial, Commercial or Institutional (MICI) renovations, and lease hold improvements)	<b>\$250</b>	Non-refundable
Commercial Development Permit Fee (includes: Multi-use, Industrial, Commercial or Institutional (MICI), 3 unit or greater)	<b>\$600</b>	Non-refundable
Basic Development Permit Fee (includes: Home Occupation, Occupancy Only and Accessory Structures such as Decks, Pools, Sheds, and Fence)	<b>\$60</b>	Non-refundable
Zoning Confirmation Letters	<b>\$200</b>	Non-refundable
<b>Engineering Fees related to Development</b>		
Engineering Review Fee for Non-Engineering Specific Permits (ie: Building & Development Permits)	<b>\$250</b>	Non-refundable
Lot Grading	<b>\$250</b>	Non-refundable
Grade Alteration	<b>\$250</b>	Non-refundable
Top Soil Removal	<b>\$250</b>	Non-refundable
For blasting less than 50 cubic metres of rock	<b>\$140</b>	Non-refundable
All other blasting applications	<b>\$700</b>	Non-refundable
Engineering Inspection Fees	<b>\$150</b>	Non-refundable
<b>Subdivisions</b>		
Subdivision Concept Plan	<b>\$700</b>	Non-refundable
Subdivision Tentative Plan	<b>\$480</b>	Non-refundable
Subdivision Final Without Infrastructure	<b>\$600</b>	Non-refundable

Subdivision Final Plan New Infrastructure	<b>\$2,310</b>	Non-refundable
Repeal of a Final Plan of Subdivision	<b>\$480</b>	Non-refundable
Amendment to a Final Plan of Subdivision	<b>\$480</b>	Non-refundable
<b>Civic Naming and Numbering</b>		
Change Civic Number	<b>\$480</b>	Non-refundable
Change Street Name <sup>1</sup>	<b>\$2,310</b>	Non-refundable
Manufacture & Install Private Road Sign - Sign & Sign post <sup>2</sup>	<b>\$250</b>	Non-refundable
Private Road Sign Only	<b>\$40</b>	Non-refundable
<p><i>Please note: No civic addressing fee shall be collected from the owner when the installation of a Private Road sign is required as the result of a civic addressing change that added one or more civic addresses to an existing travel way so that it now meets the definition of a "private road" under the Civic Addressing By-law.</i></p>		
<p><small>1 This application fee assumes a consultative process</small></p>		

**6B.**

<b>Fees pursuant to By-law T-1000, Respecting the Regulation of Taxis, Accessible Taxis, Limousines and Transportation Network Companies</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Owner's License Annual fee	Part 3 & Part 5	\$50 (for partial term shall be the license fee prorated monthly.)
Owner's Renewal fee	Part 3 & Part 5	\$50 (for partial term shall be the license fee prorated on a monthly basis.)
Taxi Driver's fee	Part 4 & Part 5	\$100 for a two-year term (for partial term shall be the license fee prorated on a monthly basis.)
Change of Vehicle Fee	Part 3	\$35
Change of Business Name Fee	Part 3	\$25
Change of Broker Fee	Part 3	\$25
Replacement of destroyed, lost or stolen license fee	Part 5	\$10
Broker's License Annual Fee	Part 12A	\$300

Transportation Network Company Annual Fee	Part 12B	1 – 10 Vehicles 11 – 25 Vehicles 26 – 100 Vehicles 100+ Vehicles

**6C.**

<b>Fees pursuant to By-law E-200, Respecting Encroachments Upon, Under, or Over A Street</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Encroachment up to 1.5 square metres	S. 5(2)	\$ 60.00
Encroachment from 1.5 to 2.5 square metres	S. 5(2)	\$ 95.00
Encroachment over 2.5 square metres	S. 5(2)	\$125.00
Encroachment other than those described in paragraph 4(a)(iv) of Bylaw E-200 shall be subject to an annual rental fee	S.6	\$1.00 per 0.1 square metres of such encroachment, with a minimum fee of \$10.00.
Temporary Encroachments shall be subject to a daily rental fee for the temporary use of the street or a part thereof during construction at the following rate:	S.6	(a) \$0.30 per square metre for the travelled way;  (b) \$0.25 per square metre for the sidewalk between the curb and 2 metres back from the curb face; and  (c) \$0.15 per square metre for the balance of the sidewalk and to the street line or property line which shall be payable monthly in advance, with the first month=s payment due at the time the license is issued and subsequent payments being due one month from the time of the previous due date.



		(d) where the encroachment occupies any part of a metered parking space, it shall be deemed to occupy the total metered parking space and the daily rental fee shall apply to 16.7 square metres of travelled way.
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6D.

<b>Fees Pursuant to By-law B-201, the <i>Building By-law</i></b>		
<b>Fee Description</b>	<b>Fee Amount</b>	<b>Provision of By-law B-201</b>
<b>For new residential construction of four dwelling units or less including excavations, foundations, and additions</b>		
Construction Projects Not exceeding \$5000.	\$31.25	4A(1)(a)
All floors, wherein any portion of the floor plane is at or above the mean finished grade surrounding the dwelling.	\$4.04 per square metre	4A(1)(b)
All floors extending below but not beyond 1.67 meters (5.5 ft) of the mean finished grade surrounding the building.	\$3.36 per square metre	4A(1)(c)
Finished or Unfinished Basements.	\$1.35 per square meter	4A(1)(d)
Attached or Detached Garages.	\$1.35 per square meter	4A(1)(e)
<b>Renovations and Other Types of Construction</b>		
For renovation type construction including structural alterations and repairs, and for all other types of construction.	\$6.88 per thousand dollars of construction value	4A(2)
<b>Renewal or Reissuance to another Individual or Company</b>		
Renew a building permit or reissue the permit in the name of another individual or company.	\$31.25	4A(3)
<b>Change in Use or Occupancy</b>		
Where a building permit is required to facilitate a change in use or occupancy and the change does not involve renovations or structural alterations in excess of \$5000.00.	\$62.50	4A(4)
<b>Occupancy Permit</b>		
Building exceeds one year in age and where the Municipality is requested to issue an Occupancy Permit.	\$125.00	4A(5)
<b>Demolition Permit</b>		
Fee for Demolition Permit	\$62.50	4A(6)

<b>Permit for Construction or Erection of Barricades, Hoardings or Temporary structures</b>		
Permit for the construction or erection of barricades, hoardings or temporary structures.	\$25.00	4A(7)
<p><b>Please note:</b> A non-profit organization or registered Canadian charitable organization that provides affordable housing may be exempt from these fees under subsections 4(8),(9) of the <i>Building By-law</i>.</p> <p>For an application for a new commercial/industrial and multi-tenant residential project, or a leasehold improvement or alteration, 25% of the fees may be paid at the time of application under subsection 4(2A) of the <i>Building By-law</i>.</p>		

**6E.**

<b>Fees pursuant to By-law L-500, Respecting the Construction and Operation of Land-Lease Communities</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Operating License	7	\$250.00
Phasing Plan Application	7	\$700.00
Land-lease Community Permit for the construction or expansion of a land-lease community	7	\$600.00
Land-lease Community Permit for the replacement or repair of existing infrastructure	7	\$250.00
Land-lease Community Permit for emergency infrastructure repairs	7	\$0.00

**7.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law P-800	Pesticide By-law	S. 7(2)	\$0.00
		Any other permits	\$0.00

**8. Repealed.**

**9. Repealed.**

**9A.**

By-law #	Short Title	Section	Permit	Fee
P-1200	<i>On-Street Parking Permits By-law</i>			
		5(a)	Annual Resident Parking Permit First permit Second Permit	\$75.00/year \$175.00/year
		5(b)	Temporary Resident Parking Permit	\$0.00
		5(c)	Visitor Parking Permit One (1) day Two (2) days Seven (7) days	\$15.00 \$25.00 \$35.00
		5(e)	Commuter Parking Permit: Zone 7, 8, 9, 10 Zone 2, 5, 6, 16 Zone 1, 3, 4, 11, 12, 13, 14, 15	\$70.00/month \$55.00/month \$35.00/month
		5(ea)	Student Commuter Parking Permit Zone 7, 8, 9, 10 Zone 2, 5, 6, 16 Zone 1, 3, 4, 11, 12, 13, 14, 15	\$60.00/month \$45.00/month \$25.00/month
		5(f)	Municipal Parking Permit	\$0.00
		5(g)	Annual Carshare Vehicle Parking Permit	\$100.00/year

10. Repealed.

11. Repealed.

12.

By-law #	Short Title	Section							
P-500	Parking Meter By-law	10							
<b>Hourly Fee by Zone (Monday through Friday)</b>									
		A	B	C	D	E	F	G	H
Hour Beginning at	8AM	\$2.00	\$2.50	\$2.50	\$3.75	\$2.00	\$2.00	\$2.00	\$2.50
	9AM	\$2.00	\$2.50	\$2.50	\$3.75	\$2.00	\$2.00	\$2.00	\$2.50
	10AM	\$2.00	\$3.75	\$2.50	\$3.75	\$2.00	\$2.00	\$2.00	\$2.50

	11AM	\$2.00	\$3.75	\$3.75	\$3.75	\$2.00	\$2.00	\$2.00	\$3.25
	12PM	\$2.00	\$3.75	\$3.75	\$3.75	\$2.00	\$2.00	\$2.00	\$3.25
	1PM	\$2.00	\$2.50	\$3.75	\$3.75	\$2.00	\$2.00	\$2.00	\$3.25
	2PM	\$2.00	\$2.50	\$2.50	\$2.00	\$2.00	\$2.00	\$2.00	\$1.25
	3PM	\$2.00	\$2.50	\$2.50	\$2.00	\$2.00	\$2.00	\$2.00	\$1.25
	4PM	\$2.00	\$2.50	\$2.50	\$2.00	\$2.00	\$2.00	\$2.00	\$1.25
	5PM	\$1.25	\$1.25	\$1.25	\$1.25	\$1.25	\$1.25	\$1.25	\$1.25
<b>DAILY MAX</b>		\$19.25	\$27.50	\$27.50	\$29.75	\$19.25	\$19.25	\$19.25	\$22.25

**12A.** Council, by resolution, or the CAO, may waive any parking rate under section 12 where, in the opinion of Council or the CAO, such waiver would be beneficial to the Municipality.

**13. Repealed.**

**13A.**

<b>Fees pursuant to By-law C-501, Respecting Vending on Municipal Lands</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Food Services vehicle	4	\$1,060 annum
Bicycle Wagon	20 (4)	\$170 annum
Stands	4	\$300 annum
Artisans/Craftspeople		
-Spring Garden Road	40 (3)	\$42 annum
-Waterfront	40 (3)	\$320 annum
-Ferry Terminal Park	40 (3)	\$140 annum
Newspaper Boxes	42 (2)	\$65 annum

**14. Repealed**

**15. Repealed**

**15A.**

<b>Fees pursuant to By-law S-801, Respecting Licensing of Temporary Signs</b>		
<b>Fee Description</b>	<b>By-Law Section</b>	<b>Fees</b>
Multiple Resident Signs	5(3), 12(5)	\$37 per license per 30 day Occasion
Mobile Signs	5(3), 12(3)	\$37 per license per 30 day occasion
Box signs	5(3), 12(4)	\$140 per license per year
Banners	5(3), 12(2)	\$70 per license per occasion
Sandwich Boards	5(3), 15(1)	\$94 per license per Year
Inflatable Signs	5(3), 12(1)	\$37 per license per 30 day occasion
Multi Special Event Signs	5(3), 12(8)	\$37 per license per occasion
Free Standing Signs	5(3), 13(4)	\$37.00 per license per occasion
New Temporary Signs	5(3), 12B	\$37.00 per license per occasion
Annual Business License	5A	\$75.00 per year

**16. Repealed**

**16A.**

<b>Fees pursuant to Permanent Signs</b>	
<b>Fee description</b>	<b>Fees</b>
A Permanent Sign includes but is not limited to Projection, Roof, Ground, Billboard, Facia	\$ 250 per sign

**17.**

<b>Schedule of Engineering Fees – Local Improvement Charges</b>	
Paving	5% of property owners share of total construction costs

Stand-alone curb	5% of property owners share of total construction costs
Sidewalk, Curb & Gutter	10% of property owners share of total construction costs

**18.**

By-law #	Short Title	Section	Fee
By-law N-300	Nuisance By-law	S.8(3)	\$50.00

**19.**

By-law #	Short Title	Section	Fee
By-law S-300	Streets By-law	23 (2)	
		<b>Activity</b>	
		Lateral Connection - Main	\$250.00
		Renew Lateral Connection –Main	\$250.00
		Sewer Cap Off	\$250.00
		Water Lateral Cap	\$250.00
		Water Lateral Main to Prop	\$250.00
		Extension to Sewer Main	\$875.00
		Sewer Main Repair	\$875.00
		New Watermain	\$875.00
		Watermain Relining	\$875.00
		Watermain Renewal	\$875.00
		Culvert	\$250.00
		Curb/Sidewalk Cut	\$250.00
		Utility Pole Support Anchor(s)	\$155.00
		Utility Pole Installation	\$155.00
		Replace Utility Pole	\$155.00
		Temporary Closure – Crane	\$250.00
		Partial Closure – Crane	\$250.00
		Partial Closure – Movie	\$250.00
		Temporary Closure – Movie	\$250.00
		Partial Closure – General	\$250.00
		Temporary Closure – General	\$250.00
		Overhead Power Lines	\$155.00
		Overhead Telecom Lines	\$155.00
		Monitor Well/Borehole	\$155.00
		Rickshaws	\$250.00
		Special Events	No Charge
		Overhead Banner	\$155.00
		Lateral Connection- Pro Line	\$250.00
		Renew Lateral Connection –Prop	\$250.00
		Water Lateral Renewal	\$250.00
		Buried Electrical Lateral	\$250.00

		Buried Electrical Main	\$250.00
		Buried Telecom Lateral	\$250.00
		Buried Telecom Main	\$250.00
		Newspaper Boxes	\$155.00
		Refuse Container	\$155.00
		Advertising Benches	\$155.00
		Kiosk/Booths	\$155.00
		Transit Shelter	\$155.00
		Capital Project	\$155.00
		Repairs to Street Surface	\$155.00
		Repairs to sidewalk	\$155.00
		Road Construction	\$155.00
		Temp Workplace Adjacent to ROW	\$155.00
		Temporary Workplace on ROW	\$155.00
		Natural Gas Lateral	\$250.00
		Natural Gas Main (	\$250.00
		Natural Gas Main (21m < 500m)	\$875.00
		Natural Gas Main (>500 m)	Staff time
		25 (2)	\$ 1250.00 Application Fee

**19A.**

By-law #	Short Title	Section	Fee
By-law S-300	Streets By-law	23 (2)	
		<b>Activity</b>	
		Oversize Move	\$125.00
		24(1)(a)	\$1000.00 Security Deposit
		24 (1)(b)	
		<b>Pavement Condition Index of the Street</b>	<b>Percentage of estimated reinstatement</b>
		85 - 100 30%	30%
		70 – 84.99 25%	25%
		60 – 69.99 20%	20%
		40 – 59.99 15%	15%
		0 – 39.99 5%	5%
		24 (1)(c)	15% of total restoration Cost based on current unit prices
		25 (2)	\$ 20,000.000 Security Deposit

		25 (6)	\$ 65.00 per inspection
		28(h)(i)	\$ 2 million per occurrence
		28(h)(ii)	\$ 2 million per occurrence
		30(2)	\$ 1000.00 Security Deposit

**20.**

By-law #	Fee
<b>By-law S-500</b>	
Solar Collector Permit	\$150.00

**21. Repealed**

**21A.** (1) There are no fees prescribed under By-law S-1000, Respecting the Regulation of Sidewalk Cafes, for the period from May 27, 2020 until December 31, 2020, including both dates.

(1A) There are no fees prescribed under By-law S-1000, Respecting the Regulation of Sidewalk Cafes, for the period from April 7, 2021 until December 31, 2021, including both dates.

(1B) There are no fees prescribed under By-law S-1000, Respecting the Regulation of Sidewalk Cafes, for the period from March 2, 2022 until December 31, 2022, including both dates.

(2) If a fee prescribed under subsection (4) of this section has been paid to the Municipality during the period from January 1, 2020 until March 1, 2022, including both dates, the fee for a subsequent café license or a subsequent removal and reinstatement shall be reduced by the amount paid during such period, until either:

(a) 4:15 pm on March 31, 2026; or

(b) the full amount paid during the period has been applied against the fee for the subsequent café license or a subsequent removal and reinstatement,

whichever occurs first.

(3) The reduction under subsection (2) of this section may be applied to reduce a fee under subsection (4), providing the applicant is the same applicant that paid the fee for the period from January 1, 2020 until March 1, 2022, including both dates.

(4) Subject to subsections (1), (1A), (1B), (2), and (3) of this section, the fees prescribed under By-law S-1000 are as follows:



<b>Fees pursuant to By-law S-1000, Respecting the Regulation of Sidewalk Cafes</b>		
<b>Fee Description</b>	<b>By-Law Section</b>	<b>Fees</b>
Seasonal Sidewalk Cafe License Fee for unenclosed sidewalk café.	13	\$320 per Seasonal Sidewalk Café
Seasonal Sidewalk Café License fee for unenclosed sidewalk café where the tables and chairs are removed from the sidewalk each day by the closing time of the principle use property.		No fee
Seasonal Sidewalk Café License Fee for enclosed sidewalk cafés smaller than 9.29 square meters.	13	\$480 per Seasonal Sidewalk Café
All other Seasonal Sidewalk Café License Fee.	13	\$940 per Seasonal Sidewalk Café
Annual Sidewalk Café License Fee.	13	\$1,700 per Annual Sidewalk Café
Parking Meter Removal and Reinstatement Fee.		\$200 per meter per sidewalk café season
Street Post Removal and Reinstatement Fee.		\$200 per street post per sidewalk café season

**22.**

<b>By-law</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
A-600	<i>Advertising on Provincial Highways By-law</i>		
		9(1) Application for initial license	\$200
		9(2) Application for license renewal	\$50

**23. Repealed**

**24.**

By-law #	Short Title	Section	Details	Fee
B-400	Alarm By-law	3(2)	Alarm System Permit Fee	\$0.00

**25.**

<b>By-law C-1000, Respecting Charges for the Resolution of Inadequate Water Supply and On-Site Sewage Disposal Systems</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Application Fee – Water Supply Improvement	5(h)	\$150.00
Application Fee – On-Site Sewage Disposal System	5A(g)	\$150.00

**26.**

<b>By-law G-200, Respecting Grade Alteration and Stormwater Management Associated with Land Development</b>		
<b>Fee Description</b>	<b>By-law Section</b>	<b>Fee</b>
Performance Security	16(b)	110% of the cost of the work
Permit Fee	s. 20	\$200
Security Deposit	ss. 22(1)	\$2,500/0.5 hectare of land prorated, with a minimum fee of \$1000

**27.**

By-law #	Short Title	Section	Fee
By-law M-300	Micromobility By-law	9(3)	\$75.00

**SCHEDULE B**

1. For the purposes of 1C (2) of Schedule A, the following fees may be waived:

- (a) in section 6A,
  - (i) Residential Development Permit Fee (includes: New Residential-up to 2 units, enclosed

additions, Residential or Multi-use, Industrial, Commercial or Institutional (ICI) renovations, and lease hold improvements),

- (ii) Commercial Development Permit Fee (includes: Multi-use, Industrial, Commercial or Institutional (MICI)),
- (iii) Basic Development Permit Fee (includes: Home Occupation, Occupancy Only and Accessory Structures such as Decks, Pools, Sheds, and Fence),
- (iv) Engineering Review Fee for Non-Engineering Specific Permits (ie: Building & Development Permits),
- (v) Lot Grading,
- (vi) Grade Alteration,
- (vii) Top Soil Removal,
- (viii) For blasting less than 50 cubic metres of rock,
- (ix) All other blasting applications,
- (x) Subdivision Concept Plan,
- (xi) Subdivision Tentative Plan,
- (xii) Subdivision Final Without Infrastructure,
- (xiii) Subdivision Final Plan New Infrastructure,
- (xiv) Repeal of a Final Plan of Subdivision,
- (xv) Amendment to a Final Plan of Subdivision,
- (xvi) Manufacture & Install Private Road Sign - Sign & Sign post
- (xvii) Pre-Planning Application,
- (xviii) Municipal Planning Strategy Amendment along with a Development Agreement,
- (xix) Land Use By-law Amendment,
- (xx) Municipal Planning Strategy Amendment along with a Land Use By-law Amendment,
- (xxi) Land Use By-law Amendment along with a Development Agreement,
- (xxii) Development Agreement,
- (xxiii) Discharge of a Development Agreement (in whole or in part),
- (xxiv) Amendments to Development Agreements unless all the amendments are listed as non-substantive in the development agreement,
- (xxv) Amendments to Development Agreements where all the amendments are listed as Non-Substantive,
- (xxvi) Variance,
- (xxvii) Non-Substantive Site Plan Approval OR Level 1 (I) Site Plan Approval,
- (xxviii) Level 2 (II) Site Plan Approval,
- (xxix) Downtown Substantive Site Plan Approval OR Level 3 (III) Site Plan Approval,
- (xxx) Zoning Confirmation Letters, and
- (xxxi) Deregistration & Demolition of a Heritage Property;

(b) in section 6C,

- (i) Encroachment up to 1.5 square metres,
- (ii) Encroachment from 1.5 to 2.5 square metres,
- (iii) Encroachment over 2.5 square metres,
- (iv) Encroachment other than those described in paragraph 4(a)(iv) of Bylaw E-200 shall be subject to an annual rental fee, and
- (v) Temporary Encroachments shall be subject to a daily rental fee for the temporary use of the street or a part thereof during construction;

and

(ba) in section 6E, all license and permit application fees

(c) in section 16A, a Permanent Sign includes but is not limited to Projection, Roof, Ground, Billboard, Facia;

(d) in section 19,

- (i) Lateral Connection – Main,
- (ii) Renew Lateral Connection – Main,
- (iii) Renew Lateral Connection – Main,
- (iv) Sewer Cap Off,
- (v) Water Lateral Cap,
- (vi) Water Lateral Main to Prop,

- (vii) Extension to Sewer Main,
- (viii) Sewer Main Repair,
- (ix) New Watermain,
- (x) Watermain Relining,
- (xi) Watermain Renewal,
- (xii) Culvert,
- (xiii) Curb/Sidewalk Cut,
- (xiv) Utility Pole Support Anchor(s),
- (xv) Utility Pole Installation,
- (xvi) Replace Utility Pole,
- (xvii) Oversize Move,
- (xviii) Temporary Closure – Crane,
- (xix) Partial Closure – Crane,
- (xx) Partial Closure – General,
- (xxi) Temporary Closure – General,
- (xxii) Overhead Power Lines,
- (xxiii) Overhead Telecom Lines,
- (xxiv) Monitor Well/Borehole,
- (xxv) Lateral Connection- Pro Line,
- (xxvi) Renew Lateral Connection – Prop,
- (xxvii) Water Lateral Renewal,
- (xxviii) Buried Electrical Lateral,
- (xxix) Buried Electrical Main,
- (xxx) Buried Telecom Lateral,
- (xxxi) Buried Telecom Main,
- (xxxii) Capital Project,
- (xxxiii) Repairs to Street Surface,
- (xxxiv) Repairs to sidewalk,
- (xxxv) Road Construction,
- (xxxvi) Temp Workplace Adjacent to ROW,
- (xxxvii) Temporary Workplace on ROW,
- (xxxviii) Natural Gas Lateral,
- (xxxix) Natural Gas Main (<20m),
- (xl) Natural Gas Main (21m < 500m),
- (xli) Natural Gas Main (>500 m), and

(e) in section 20, the Solar Collector Permit; and

(f) in section 25, the charges for Water Supply Improvement Application Fee.

**Amendment No. 1**

Processing Fees

Notice of Motion: March 23, 1999  
Approved: March 30, 1999

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**Amendment No. 2**

Items 2 & 3 added to Schedule "A"

Notice of Motion: May 4, 1999  
Approved: May 11, 1999

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**Amendment No. 3**

Item 4 added to Schedule "A"  
(By-Law O-100 Open Air Burning By-Law)

Notice of Motion: June 1, 1999  
Approved: June 15, 1999

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**Amendment No. 4**

Addition of Item 5 to Schedule "A"  
(By-Law T-108 Taxi & Limousine)

Notice of Motion: June 11, 1999  
Approved: July 6, 1999

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**Amendment No. 5**

Addition of Item 6  
(By-Law E-200 Encroachments)

Notice of Motion: June 1, 1999  
Approved: July 13, 1999

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**Amendment No. 6**

Addition of Item 7  
(By-Law P-800 Pesticides)

Notice of Motion: December 12, 2000  
Approved: January 9, 2001

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**Amendment No. 7**

Add Item 8 (Fees)

Notice of Motion: February 5, 2002  
Approved: February 12, 2002

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**Amendment No. 8**

Add Item 9 (On Street Parking Exemptions and Permits)

Notice of Motion: December 10, 2002  
Approved: March 18, 2003

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**Amendment No. 9**

Add Item 10 (Blasting By-law)

Notice of Motion:	November 4, 2003
Approved:	November 18, 2003

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**Amendment No. 10**

Add Item 11 (Automatic Machines)

Notice of Motion:	February 3, 2004
Approved:	March 2, 2004

---

**Amendment No. 11**

Amendments to Schedule A (Heritage Property Demolition and De-registration &amp; Planning Applications)

Notice of Motion: (Councillor Sloane)	June 13, 2006
Approval	June 20, 2006

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**Amendment No. 12**Addition to schedule - Section 12  
(Parking Meter Rates)

Notice of Motion:	
Approval:	June 20, 2006
Effective Date	July 1, 2006

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**Amendment No. 13**

Addition to schedule (Commerce &amp; Vending on Municipal Lands)

Notice of Motion:	July 4, 2006
Approval:	September 12, 2006
Effective Date:	September 16, 2006

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**Amendment No. 14**

Notice of Motion:	August 8, 2006
Approval:	October 3, 2006
Effective Date:	October 14, 2006

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**Amendment No 15**

Addition to schedule (Sign By-law)

Notice of Motion:	June 27, 2006
Approval:	September 12, 2006
Effective Date:	November 18, 2006

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**Amendment No 16**

Addition to schedule (Street Improvements)

Notice of Motion:	March 6, 2007
Approval:	April 10, 2007
Effective Date:	April 1, 2006

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**Amendment No 17**

Addition to schedule (By-Law N-300 Nuisances)

Notice of Motion:	July 3, 2007
Approval:	August 7, 2007

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**Amendment No 18**

Addition to schedule (By-law S-308 Streets)

Notice of Motion:

June 24, 2008

Approval:

July 8, 2008

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**Amendment No. 19**

Addition to schedule (By-law C-500)

Notice of Motion:

May 11, 2010

Approval:

May 18, 2010

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**Amendment No. 20**

Addition to schedule (By-law S-309)

Notice of Motion:

June 22, 2010

Approval:

August 3, 2010

---

**Amendment No. 21**

Replace Section 1 of Schedule A

Notice of Motion:

September 21, 2010

Approval:

September 28, 2010

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**Amendment No 22**

Replace Schedule A, Section 5

Notice of Motion

September 21, 2010

Approval

October 19, 2010

Effective Date

December 24, 2010

---

**Amendment No 23**

Amendment to Section 9

Notice of Motion:

January 24, 2012

Approval:

January 31, 2012

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**Amendment No 24**

Addition to schedule

Notice of Motion:

September 25, 2012

Approval:

October 2, 2014

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**Amendment No 25**

Amendments to # 5

Notice of Motion:

September 25, 2012

Approval:

October 23, 2012

Effective Date:

November 17, 2012

**Amendment No 26**

Replace Section 13

Notice of Motion:

June 24, 2014

Approval:

September 9, 2014

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**Amendment No 27**

Amendment to Minor Variances

Notice of Motion:

July 22, 2014

Approval:

September 9, 2014

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**Amendment No 28**

Amendment – addition of Section 21 – Sidewalk Café

Notice of Motion:

September 9, 2014

Approval:

October 21, 2014

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**Amendment No 29**

Amendment – Revised Section 15 – Signs

Notice of Motion:

October 7, 2014

Approval:

January 13, 2015

Effective Date:

April 17, 2015

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**Amendment No. 30**

Notice of Motion:

December 9, 2014

Approval by Ministers:

May 20 &amp; 22, 2015

Effective Date:

September 5, 2015

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**Amendment No 31**

Amendment – Revised Section 15 – Signs

Notice of Motion:

February 24, 2015

Approval:

March 31, 2015

Effective Date:

April 17, 2015

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**Amendment No. 32**

Amendments – Section 19 &amp; 21

Notice of Motion:

April 28, 2015

Approval:

May 12, 2015

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**Amendment No. 33**

Amendment – Section 21

Notice of Motion:

August 4, 2015

Approval:

October 6, 2015



**Amendment No. 34**

Amendment – Section 2

Notice of Motion:	August 4, 2015
Approval:	May 31, 2016
Effective Date:	July 2, 2016

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**Amendment No. 35**

Amendment – Section 23

Notice of Motion:	May 24, 2016
Approval:	June 21, 2016
Effective Date:	July 30, 2016

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**Amendment No. 36**

Amendment – Section 22

Notice of Motion:	May 31, 2016
Approval:	July 19, 2016
Effective Date:	July 23, 2016

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**Amendment No. 37**

Amendment – Section 24

Notice of Motion:	June 13, 2017
Approval:	July 18, 2017
Effective Date:	August 1, 2017

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**Amendment No. 38**

Amendment – Section 5(h)

Notice of Motion:	February 13, 2018
Approval:	March 20, 2018
Effective Date:	March 31, 2018

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**Amendment No. 39**

Repeal Section 9 and add Section 9A

Notice of Motion:	August 14, 2018
Approval:	October 2, 2018
Effective Date:	October 6, 2018

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**Amendment No. 40**

Repeal Table 11 and Table 14 of Schedule A

Notice of Motion:	September 11, 2018
Approval:	September 18, 2018
Effective Date:	November 3, 2018

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**Amendment No. 41**

Amendment – Section 20, Chart

Notice of Motion:	December 4, 2018
Approval:	January 15, 2019
Effective Date:	February 9, 2019

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**Amendment No. 42**

Amendment – Section 8, Private Road Signs

Notice of Motion:	September 17, 2019
Approval:	October 22, 2019
Effective Date:	October 26, 2019

---

**Amendment No. 43**

Repeal sections 2, 3, 4, 5,6, 8, 10, 13, 15, 23,  
Amendment – section 1  
Added sections 4A, 6A, 6B, 6C, 13A, 15A, 16A, 21A,

Notice of Motion:	October 22, 2019
Approval:	October 29, 2019

---

**Amendment No. 44**

Repeal and replace sections 9A and 12

Notice of Motion:	October 8, 2019
Approval:	November 26, 2019
Effective Date:	October 13, 2020

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**Amendment No. 45**

Amendment – section 21A

Notice of Motion:	May 12, 2020
Approval:	May 26, 2020

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**Amendment No. 46**

Amendment – section 13A

Notice of Motion:	June 23, 2020
Approval:	September 1, 2020
Effective Date:	September 5, 2020

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**Amendment No. 47**

Amendment – add section 26

Notice of Motion:	July 21, 2020
Approval:	September 22, 2020
Effective Date:	September 26, 2020

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**Amendment No. 48**

Amendment – section 6B

Notice of Motion:	July 21, 2020
Approval:	September 22, 2020
Effective Date:	November 1, 2020

---

**Amendment No. 49**

Amendment – add section 1C and Schedule B

Notice of Motion:	September 22, 2020
Approval:	November 10, 2020
Effective Date:	November 14, 2020

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**Amendment No. 50**

Amendment – Section 22

Notice of Motion:	September 22, 2020
Approval:	November 10, 2020
Effective Date:	November 14, 2020

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**Amendment No. 51**

Amendment – Add section 12A

Notice of Motion:	December 1, 2020
Approval:	December 15, 2020
Effective Date:	December 2, 2020

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**Amendment No. 52**

Amendment – Table 9A

Notice of Motion:	December 1, 2020
Approval:	January 12, 2021
Effective Date:	January 16, 2021

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**Amendment No. 53**

Amendment – replace section 25

Notice of Motion:	December 15, 2020
Approval:	January 12, 2021
Effective Date:	January 16, 2021

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**Amendment No. 54**

Amendment – section 21A

Notice of Motion:	March 23, 2021
Approval:	April 6, 2021

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**Amendment No. 55**

Amendment – amend section 9A, repeal and replace section 12

Notice of Motion:	April 6, 2021
Approval:	April 20, 2021

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**Amendment No. 56**

Amendment – amend table in Section 19 and add page numbers

Notice of Motion:

May 4, 2021

Approval:

May 18, 2021

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**Amendment No. 57**

Amendment – section 21A of Schedule A: added subsection (1B), amended subsections 2, 3 and 4

Notice of Motion:

February 15, 2022

Approval:

March 1, 2022

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**Amendment No. 58**

Amendment – Repeal and Replace table in section 9A

Notice of Motion:

January 10, 2023

Approval:

February 21, 2023

Effective Date:

April 1, 2023

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**Amendment No. 59**

Amended Schedule A, subsections 1A(1), sections 6A, 6B, 13A, 15A, 16A, and 21A;

Added Schedule A, subclause 1A(1)(a)(ii); clause 1A (1)(b); subsections 1A(3) and (4);

Notice of Motion:

April 4, 2023

Approval:

May 23, 2023

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**Amendment No. 60**

Amended Schedule A, section 9A;

Repealed and replaced section 12.

Notice of Motion:

April 25, 2023

Approval:

May 9, 2023

Effective Date:

May 29, 2023

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**Amendment No. 61**

Added Schedule A, section 6D;

Notice of Motion:

April 4, 2023

Approval:

May 23, 2023

Effective Date:

June 1, 2023

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**Amendment No. 62**

Added Schedule A, section 27

Notice of Motion:

June 6, 2023

Approval:

July 11, 2023

Effective Date:

July 15, 2023

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**Amendment No. 63**

Amended Schedule A, section 1A(1)(a)

Amended Schedule A, section 1B

Added Schedule A, section 6E

Added Schedule B, section 1(ba)

Notice of Motion:

June 6, 2023

Approval:

August 22, 2023

Effective Date:

September 2, 2023

---

**Amendment No. 64**

Amended Schedule A, section 6A

Amended Schedule A, section 15A

Notice of Motion:

June 6, 2023

Approval:

August 22, 2023

Effective Date:

September 2, 2023

---

**Amendment No. 65**

Amended Schedule A, section 1A(3)(c)

Amended Schedule A, section 6B

Notice of Motion:

June 20, 2023

Approval:

August 22, 2023

Effective Date:

September 2, 2023

---

**Amendment No. 66**

Amended Schedule A, clause 1A(1)(a)

Repealed Schedule A, section 19

Added Schedule A, section 19A

Notice of Motion:

August 22, 2023

Approval:

September 12, 2023

Effective Date:

October 1, 2023