

# HALIFAX

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 11.1.2**  
**Halifax Regional Council**  
**May 18, 2021**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by 

**SUBMITTED BY:** \_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

**DATE:** April 16, 2021

**SUBJECT:** Amendments to Administrative Order 15 - Pavement Condition Index

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## **ORIGIN**

Staff initiated recommendation report.

## **LEGISLATIVE AUTHORITY**

Halifax Regional Municipality Charter, 2008, c. 39, section 327 – Work on a street:

327 (1) No person shall break the surface of a street without the permission of the Engineer.

(2) The Council may, by policy, prescribe the terms upon which a permit to break the surface of a street may be granted, including setting a fee for the permit and requiring security to be posted to ensure that the street is restored.

By-law S-300, the *Streets By-law*, clause 24(1)(b):

24 (1) Where there is an excavation within the street, the application shall include:

.....

(b) for excavations within pavement areas, a non-refundable pavement impact fee as specified in Administrative Order 15,

## **RECOMMENDATION**

It is recommended that Halifax Regional Council adopt the amendments to Administrative Order 15, Respecting License Permit and Processing Fees, as set out in Attachment B to this report.

**BACKGROUND**

In accordance with the HRM By-law Respecting Streets (S-300), the Engineer approves excavations in municipal street right of ways through the issuance of permits. Per the provisions of the By-law, certain fees are applicable to these permits, as set out by Administrative Order 15; the License, Permits and Processing Fees Administrative Order. For permits where an applicant will excavate in the pavement, there is a permit fee, a pavement impact charge (PIC), and a performance security (also known as a deposit) due at time of application.

**DISCUSSION**

The PIC is calculated based on three inputs; the size of the proposed pavement cut, the street classification, and the current condition of the road. Using the size of the cut and expected cross-section (asphalt and gravel thickness associated with street classification), staff can estimate the cost of reinstating the cut. Staff then look up the condition rating of the street per HRM's Pavement Management System, and collect a percentage of the estimated reinstatement costs in accordance with the table in the Administrative Order:

Surface Distress Index of the street	Percentage of estimated reinstatement cost collected as the Pavement Impact Charge
8.5 – 10.0	30%
7.0 – 8.5	25%
6.0 – 7.0	20%
4.0 – 6.0	15%
0 – 4.0	5%

Historically, HRM's Pavement Management System applied the surface distress index (SDI) as a measure of pavement condition. The range of the SDI rating system is from 0 (worst condition) to 10 (best condition). The SDI has been traditionally utilized as one of the key parameters in prioritizing and developing the annual capital street and road pavement programs.

In 2017, HRM implemented a new Pavement Management System. The performance index utilized in the new system is the Pavement Condition Index (PCI). Unlike the SDI, the PCI rating is on a scale from 0-100. As a result, for the purposes of calculating PIC values from the new ratings, the condition range can simply be multiplied by 10.

Pavement Condition Index of the street	Percentage of estimated reinstatement cost collected as the Pavement Impact Charge
85 – 100	30%
70 – 84.99	25%
60 – 69.99	20%
40 – 59.99	15%
0 – 39.99	5%

Staff are further refining the pavement ratings and will likely switch to Pavement Quality Index (PQI) within the next year. At that time, further housekeeping will be necessary to ensure the pavement rating system named in the Administrative Order is accurate.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with the recommendations in this report. Pavement Impact Fees will continue to be collected based on the current condition of the street and the amount collected associated with the given condition range is unchanged.

**RISK CONSIDERATION**

There are no significant risks associated with the recommendations in this report.

**COMMUNITY ENGAGEMENT**

There was no community engagement associated with the recommendations in this report.

**ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

**ALTERNATIVES**

There are no recommended alternatives.

**ATTACHMENTS**

Attachment A - Showing Proposed Changes to AO 15  
Attachment B - Amendments to Administrative Order 15

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Christopher Davis, P.Eng., Supervisor, Right of Way Services 902.490.7462

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**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) The fees for sections 4A, 6A, 6B, 13A, 15A, 16A, and 21A shall be increased on April 1st of each calendar year 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 the nearest \$10.
    - (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).
  - 1B.** When amendments are prepared by staff for Council’s consideration that proposes changes to the fees under sections 4A, 6A, 6B, 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>10(1)</b>	<b>No fee \$50.00</b>
- Commercial		

5. Repealed.

6. Repealed.

6A.

<b>Fee Description</b>	<b>Fee</b>	<b>Cancellations &amp; Refunds</b>
<b>Municipal Strategy Amendments, Rezoning, Planning Applications</b>		
Pre-Planning Application	<b>\$500</b>	Cancellation of the pre public consultation will result in a 50% refund. 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.
Municipal Planning Strategy Amendment along with a Development Agreement	<b>\$5,000</b>	
Land Use By-law Amendment	<b>\$3,000</b>	
Municipal Planning Strategy Amendment along with a Land Use By-law Amendment	<b>\$5,000</b>	
Land Use By-law Amendment along with a Development Agreement	<b>\$4,000</b>	
Deregistration & Demolition of a Heritage Property	<b>\$4,000</b>	
Development Agreement	<b>\$3,000</b>	

Discharge of a Development Agreement (in whole or in part)	\$500	Non-refundable
Amendments to Development Agreements unless all the amendments are listed as non-substantive in the development agreement*	\$4,000	Non-refundable
Amendments to Development Agreements where all the amendments are listed as Non-Substantive*	\$3,000	Non-refundable
<b>Please note:</b> In addition to the above noted fees, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount too cover such costs. These costs are refundable if not required. * Amendments defined within contract		
<b>Variances and Site Plans</b>		
Variance	\$1,000	\$500 refundable if not appealed
Appeal of a Variance	\$1,000	Non-refundable
Non-Substantive Site Plan Approval OR Level 1 (I) Site Plan Approval	\$500	Non-refundable
Level 2 (II) Site Plan Approval	\$1,000	Non-refundable
Downtown Substantive Site Plan Approval OR Level 3 (III) Site Plan Approval	\$2,000	Non-refundable except for exempt properties.
<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)	\$200	Non-refundable
Commercial Development Permit Fee (includes: Multi-use, Industrial, Commercial or Institutional (MICI))	\$500	Non-refundable
Basic Development Permit Fee (includes: Home Occupation, Occupancy Only and Accessory Structures such as Decks, Pools, Sheds, and Fence)	\$50	Non-refundable
Zoning Confirmation Letters	\$150	Non-refundable
<b>Engineering Fees related to Development</b>		
Engineering Review Fee for Non-Engineering Specific Permits (ie: Building & Development Permits)	\$200	Non-refundable
Lot Grading	\$200	Non-refundable
Grade Alteration	\$200	Non-refundable
Top Soil Removal	\$200	Non-refundable
For blasting less than 50 cubic metres of rock	\$100	Non-refundable



All other blasting applications	\$600	Non-refundable
<b>Subdivisions</b>		
Subdivision Concept Plan	\$600	Non-refundable
Subdivision Tentative Plan	\$400	Non-refundable
Subdivision Final Without Infrastructure	\$500	Non-refundable
Subdivision Final Plan New Infrastructure	\$2,000	Non-refundable
Repeal of a Final Plan of Subdivision	\$400	Non-refundable
Amendment to a Final Plan of Subdivision	\$400	Non-refundable
<b>Civic Naming and Numbering</b>		
Change Civic Number	\$400	Non-refundable
Change Street Name <sup>1</sup>	\$2,000	Non-refundable
Manufacture & Install Private Road Sign - Sign & Sign post <sup>2</sup>	\$150	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 style="text-align: right;">1 This application fee assumes a consultative process 2 This fee is under review</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 licence fee prorated monthly.)
Owner's Renewal fee	Part 3 & Part 5	\$50 (for partial term shall be the licence fee prorated on a monthly basis.)
Permanent Taxi Driver's fee	Part 4 & Part 5	\$100 for a two-year term (for partial term shall be the licence fee prorated on a monthly basis.)

Driver Application Fee	Part 4 & Part 5	\$50 for 12-month license if the applicant successfully passes the testing requirements								
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	<table border="0"> <tr> <td>1 – 10 Vehicles</td> <td>\$2,000</td> </tr> <tr> <td>11 – 25 Vehicles</td> <td>\$5,000</td> </tr> <tr> <td>26 – 100 Vehicles</td> <td>\$15,000</td> </tr> <tr> <td>100+ Vehicles</td> <td>\$25,000</td> </tr> </table>	1 – 10 Vehicles	\$2,000	11 – 25 Vehicles	\$5,000	26 – 100 Vehicles	\$15,000	100+ Vehicles	\$25,000
1 – 10 Vehicles	\$2,000									
11 – 25 Vehicles	\$5,000									
26 – 100 Vehicles	\$15,000									
100+ Vehicles	\$25,000									

**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	<p>(a) \$0.30 per square metre for the travelled way;</p> <p>(b) \$0.25 per square metre for the sidewalk between the curb and 2 metres back from the curb face; and</p>

		<p>(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.</p> <p>(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.</p>
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7.

By-law #	Short Title	Section	Fee
By-law P-800	Pesticide By-law	S. 7(2) Any other permits	\$0.00 \$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	\$40.00/year
		5(b)	Temporary Resident Parking Permit	\$0.00
		5(c)	Annual Visitor Parking Permit	\$40.00/year
		5(e)	Commuter Parking Permit:	
			Zone 7, 8, 9	\$60.00/month
			Zone 2, 5, 6, 10	\$50.00/month
			Zone 1, 3, 4, 11, 12,	\$40.00/month

			13, 14, 15	
		5(ea)	Student Commuter Parking Permit	\$30.00/month
		5(f)	Municipal Parking Permit	\$0.00
		5(g)	Annual Carshare Vehicle Parking Permit	\$40.00/year
		5(h)	Daily Contractor Parking Permit	\$40.00/day
		58	Replacement Permit	\$15.00

10. Repealed.

11. Repealed.

12.

By-law #	Short Title	Section							
P-500	Parking Meter By-law	10							
		Fee per Zone							
		A	B	C	D	E	F	G	H
Hour beginning at	8 AM	\$1.50	\$2.00	\$2.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.00
	9 AM	\$1.50	\$2.00	\$2.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.00
	10 AM	\$1.50	\$3.00	\$2.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.00
	11 AM	\$1.50	\$3.00	\$3.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.50
	12 PM	\$1.50	\$3.00	\$3.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.50
	1 PM	\$1.50	\$3.00	\$3.00	\$3.00	\$1.50	\$1.50	\$1.50	\$2.50
	2 PM	\$1.50	\$2.00	\$2.00	\$1.50	\$1.50	\$1.50	\$1.50	\$1.00
	3 PM	\$1.50	\$2.00	\$2.00	\$1.50	\$1.50	\$1.50	\$1.50	\$1.00
	4 PM	\$1.50	\$2.00	\$2.00	\$1.50	\$1.50	\$1.50	\$1.50	\$1.00
	5 PM	\$1.50	\$1.00	\$1.00	\$1.50	\$1.50	\$1.50	\$1.50	\$1.00
	Daily Max	\$14.50	\$23.00	\$22.00	\$23.50	\$14.50	\$14.50	\$14.50	\$17.50

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.

Fees pursuant to By-law C-501, Respecting Vending on Municipal Lands		
Fee Description	By-law Section	Fee

Food Services vehicle	4	\$915.00 annum
Bicycle Wagon	20 (4)	\$120.00 annum
Stands	4	\$230.00 annum
Artisans/Craftspeople		
-Spring Garden Road	40 (3)	\$ 35.00 annum
-Waterfront	40 (3)	\$250.00 annum
-Ferry Terminal Park	40 (3)	\$100.00 annum
Newspaper Boxes	42 (2)	\$ 55.00 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)	30.00 per license per 30 day Occasion
Mobile Signs	5(3), 12(3)	\$30.00 per license per 30 day occasion
Box signs	5(3), 12(4)	\$100.00 per license per year
Banners	5(3), 12(2)	\$60.00 per license per occasion
Sandwich Boards	5(3), 15(1)	\$80.00 per license per Year
Inflatable Signs	5(3), 12(1)	\$30.00 per license per 30 day occasion
Community Event Sign	5(3), 12(7), 15	\$20.00 per license
Multi Special Event Signs	5(3), 12(8)	\$30.00 per license per occasion

16. Repealed

16A.

Fees pursuant to Permanent Signs	
Fee description	Fees
A Permanent Sign includes but is not limited to Projection, Roof, Ground, Billboard, Facia	\$ 200 per sign

17.

Schedule of Engineering Fees – Local Improvement Charges	
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	\$200.00
		Renew Lateral Connection – Main	\$200.00
		Sewer Cap Off	\$200.00
		Water Lateral Cap	\$200.00
		Water Lateral Main to Prop	\$200.00
		Extension to Sewer Main	\$700.00
		Sewer Main Repair	\$700.00
		New Watermain	\$700.00
		Watermain Relining	\$700.00
		Watermain Renewal	\$700.00
		Culvert	\$200.00
		Curb/Sidewalk Cut	\$200.00

		Utility Pole Support Anchor(s)	\$125.00
		Utility Pole Installation	\$125.00

By-law #	Short Title	Section	Fee
		Replace Utility Pole	\$125.00
		Oversize Move	\$125.00
		Temporary Closure – Crane	\$200.00
		Partial Closure – Crane	\$200.00
		Partial Closure – Movie	\$200.00
		Temporary Closure – Movie	\$200.00
		Partial Closure – General	\$200.00
		Temporary Closure – General	\$200.00
		Overhead Power Lines	\$125.00
		Overhead Telecom Lines	\$125.00
		Monitor Well/Borehole	\$125.00
		Rickshaws	\$200.00
		Special Events	No Charge
		Overhead Banner	\$125.00
		Lateral Connection- Pro Line	\$200.00
		Renew Lateral Connection – Prop	\$200.00
		Water Lateral Renewal	\$200.00
		Buried Electrical Lateral	\$200.00
		Buried Electrical Main	\$200.00
		Buried Telecom Lateral	\$200.00
		Buried Telecom Main	\$200.00
		Newspaper Boxes	\$125.00
		Refuse Container	\$125.00
		Advertising Benches	\$125.00
		Kiosk/Booths	\$125.00
		Transit Shelter	\$125.00
		Capital Project	\$125.00
		Repairs to Street Surface	\$125.00
		Repairs to sidewalk	\$125.00
		Road Construction	\$125.00
		Temp Workplace Adjacent to ROW	\$125.00
		Temporary Workplace on ROW	\$125.00
		Natural Gas Lateral	\$200.00

		Natural Gas Main (<20m)	\$200.00
		Natural Gas Main (21m < 500m)	\$700.00
		Natural Gas Main (>500 m)	Staff Time
		24(1)(a)	\$1000.00 Security Deposit
		24 (1)(b)	
		<del>SID</del> <del>(Percentage of Pavement Reinstatement Cost)</del> <del>Pavement Condition Index of the Street</del>	<b>Percentage of estimated reinstatement cost collected through PIC</b>
		<del>8.5 – 10</del> 85 - 100	30%
		<del>7.0 – 8.5</del> 70 – 84.99	25%
<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
		<del>SID</del> <del>(Percentage of Pavement Reinstatement Cost)</del>	
		<del>6.0 – 7.0</del> 60 – 69.99	20%
		<del>4.0 – 6.0</del> 40 – 59.99	15%
		<del>0.0 – 4.0</del> 0 – 39.99	5%
		24 (1)(c)	15% of total restoration Cost based on current unit prices
		25 (2)	\$ 1000.00 Application Fee \$20,000.00 Security Deposit
		25(6)	\$65.00 per inspection
		28(h)(i) 28(h)(ii)	\$2 million per occurrence \$2 million per occurrence
		30(2)	\$1000.00 Security Deposit



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.

(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 April 6, 2021, 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, 2025; 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 April 6, 2021, including both dates.

(4) Subject to subsections (1), (1A), (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	\$250 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	\$400 per Seasonal Sidewalk Café

All other Seasonal Sidewalk Café License Fee.	13	\$800 per Seasonal Sidewalk Café
Annual Sidewalk Café License Fee.	13	\$1,000 per Annual Sidewalk Café
Parking Meter Removal and Reinstatement Fee.		\$150 per meter per sidewalk café season
Street Post Removal and Reinstatement Fee.		\$150 per street post per sidewalk café season

22.

By-law	Short Title	Section	Fee
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>		
Fee Description	By-law Section	Fee
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

## 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
  
- (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

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**Amendment No. 11**

Amendments to Schedule A (Heritage Property Demolition and De-registration & 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 & 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:  
Approval:

July 3, 2007  
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

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**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

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**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

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**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

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**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

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 15  
RESPECTING LICENSE, PERMIT AND PROCESSING FEES**

**BE IT ENACTED** by the Council of Halifax Regional Municipality that Schedule A of Administrative Order 15 the License, Permits and Processing Fees Administrative Order, is amended as follows:

1. Adding page numbers to the bottom right hand of each page beginning at page two and thereon throughout the document.
2. Amend the table in section 19 by amending the table rows for clause 24(1)(b) by:
  - (i) striking out the words “SID (Percentage of Pavement Reinstatement Cost)” in the third column of the row following the row with clause 24(1)(b);
  - (ii) adding the words “Pavement Condition Index of the Street” in the third column of the row following the row with clause 24(1)(b);
  - (iii) adding the words “Percentage of estimated reinstatement cost collected through PIC” in the fourth column of the row following the row with clause 24(1)(b);
  - (iv) striking out the numbers “8.5 – 10” in the third column in the row following the newly titled “Pavement Condition Index of the Street”;
  - (v) adding the numbers “85 – 100” in the third column in the row following the newly titled “Pavement Condition Index of the Street”;
  - (vi) striking out the numbers “7.0 – 8.5” in the third column in the row following the newly added numbers “85 – 100”;
  - (vii) adding the numbers “70 – 84.99” in the third column in the row following the newly added numbers “85 – 100”;
  - (viii) striking out the words in columns 1, 2, 3 and 4 in the row immediately after the newly added numbers “70 – 84.99” and deleting the row from the table;
  - (ix) striking out the words “SID (Percentage of Pavement Reinstatement Cost)” in the third column of the row immediately before the row with the numbers “6.0 – 7.0” and deleting the row from the table;
  - (x) striking out the numbers “6.0 – 7.0” in the third column after the recently deleted row;
  - (xi) adding the numbers “60 – 69.99” in the third column after the recently deleted row;
  - (xii) striking out the numbers “4.0 – 6.0” in the third column in the row following the newly added numbers “60 – 69.99”;
  - (xiii) adding the numbers “40 – 59.99” in the third column in the row following the newly added numbers “60 – 69.99”;

- (xiv) striking out the numbers "0.0 – 4.0" in the third column in the row following the newly added numbers "40 – 59.99"; and
- (xv) adding the numbers "0 – 39.99" in the third column in the row following the newly added numbers "40 – 59.99".

Done and passed in Council this    day of                    , 2021.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

I, Iain MacLean, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted amendments to the administrative order was passed at a meeting of the Halifax Regional Council held on , 2021.

\_\_\_\_\_  
Iain MacLean  
Municipal Clerk