



**Fees and Charges of the  
Corporation of the Village of Merrickville-Wolford**

**Schedule A to By-Law 44-2022**

**Compliance Certificates**

Tax Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Fire Compliance Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Zoning Compliance Certificate and related documents	\$80.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Water Arrears Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Building Compliance Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Property Standards Compliance Certificate and related documents	\$50.00 for first two questions asked on the request of the Certificate \$15.00 for each additional question

## Schedule B to By-Law 44-2022

### Finance Department

Accounts going into two years and over:

<b>Description</b>	<b>Fee</b>
Initial notice of intent to register	\$100.00 plus disbursements
Tax Registration: No Tax Sale	\$250.00 plus disbursements
Tax Registration: Tax Sale	\$500.00 plus disbursements
Issuance of Cancellation Certificate	\$50.00 plus disbursements
Extension Agreement	\$100.00 plus disbursements

Tax Statements or history of account over one year:

<b>Description</b>	<b>Fee</b>
Computer records	\$15.00
Manual Records	\$25.00 per hour – minimum one hour

<b>Description</b>	<b>Fee</b>
Duplicate Tax or Water Bill	\$5.00

## Schedule C to By-Law 44-2022

### Administration

Description	Fee
Photocopies	
Municipal documents under 5 pages	No charge
Municipal documents over 5 pages	\$0.25 per page
Private documents under 2 pages	No charge
Private documents over 2 pages	\$0.25 per page
Search of records	\$25.00 per hour – Minimum one hour
Request for information under the <i>Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</i>	\$5.00 Additional charges as per provincial legislation
Returned Cheque	\$40.00
Commissioner of Oaths	\$10.00
Certified True Copies	\$10.00
Marriage License	\$150.00
Marriage Ceremony	\$250.00
Lottery License	\$5.00
Blanket Raffle	3% of the prize value
Nevada Tickets	6% of total prizes
Merrickville Village Pin	\$3.50 (no tax)
Spoons	\$4.75 (no tax)
Flags	\$125.00 (no tax)
Blue Recycle Bin	\$6.50 (no tax)

### Dog Licensing

Payments are due prior to April 30<sup>th</sup> of the year. After the April 30<sup>th</sup> date, the fee shall be 1.5 times the base fee.

Licenses for Dogs	Fee
If only one dog is kept (not spayed or neutered)	\$15.00
For each additional dog up to five (5) (not spayed or neutered)	\$25.00
For each spayed or neutered dog if only one is kept	\$10.00
For each additional spayed or neutered dog	\$15.00
Replacement Tag	\$2.00

Schedules to By-Law 44-2022

Guide or Lead Dog	No Charge
Kennel (Hobby & purebred)	\$50.00
Kennel (commercial) – per year for 20 runs	\$100.00
For each additional run over 20	\$5.00

Pound release fees shall be payable to the Village of Merrickville-Wolford plus disbursements. And are payable as to the owner(s) not upon any specific dog.

Release fee (First Time)	\$25.00
Release fee (Second Time)	\$50.00
Release fee (Third Time)	\$100.00
Subsequent release fee	\$200.00

## Schedule D to By-Law 44-2022

### Facility Rentals

Ball Diamonds, Both Wards (Per Season)

<b>Diamond</b>	<b>Resident</b>	<b>Non-Resident</b>
Lighted Diamond, per team	\$250.00	\$250.00
Unlighted Diamond, per team	\$100.00	\$100.00
Private event, per event	\$50.00	\$50.00

Soccer Fields (Per Season)

<b>Field</b>	<b>Resident</b>	<b>Non-Resident</b>
Larger field	\$500.00	\$500.00
Secondary fields	\$250.00	\$250.00
Wolford soccer field	\$250.00	\$250.00

Merrickville Community Center

<b>Event</b>	<b>Resident</b>	<b>Non-Resident</b>
Auction	\$250.00	\$300.00
No bar	\$200.00	\$250.00
Bar	\$400.00	\$500.00
Upstairs room	\$50.00	\$75.00
Service Organizations (Churches, Lions Club, Legion, etc.)	\$200.00	\$200.00
Blood donor clinic	No Fee	No Fee
Funerals	No Fee	No Fee

Merrickville Community Center Grounds

	<b>Resident</b>	<b>Non-Resident</b>
Per Weekend Event (Just the Grounds)	\$500.00	\$600.00
Per Weekend Event (Community Centre and the Grounds)	\$1500.00	\$1600.00

	Resident	Non-Resident
Theatre Night in Merrickville	25% of Gross recipients	25% of Gross Recipients

Centennial Hall, Easton's Corners

	Resident	Non-Resident
Centennial Hall, Easton's Corners	\$50.00	\$50.00
Funerals	No Fee	No Fee

Fees Per Person, Per Event (Not for Profit)

Event	Resident	Non-Resident
Seniors Exercise Group	\$1.00	\$1.00
Mothers and Children Play Group	\$1.00	\$1.00
Community Youth Groups (Scouts, etc.)	\$1.00	\$1.00
Community Group Meetings (Merrickville Recreation Association, Wolford Play Structure Group)	No Fee	No Fee

## Schedule E to By-Law 44-2022

### Planning Department

Description	Fee
Copies of Official Plan	\$25.00
Copies of Zoning By-Law	\$20.00
Severance Applications	\$500.00 plus disbursements
OP Amendment	\$2500.00 plus disbursements
Zoning By-Law Amendment	\$1500.00 plus disbursements
Notice of Appeals on Official Plans, Zoning or Variance	\$900.00 plus disbursements
Right of Way and Easement Agreements on municipal property	\$100.00 plus disbursements
Site Plan Agreements	\$750.00- \$2000.00 plus disbursements (this range reflects the difference between minor developments and major developments)
Site Plan Amendments	\$350.00 plus disbursements
Subdivision Agreements	\$2500.00 plus disbursements + \$100 per lot
Minor Variance Applications	\$750.00 plus disbursements
Part lot Control Applications	\$500.00

There is a standard security deposit of \$5000 for all plans of subdivision/condominium applications and \$3000 for all other planning applications requiring engineering or peer review services.

#### Cash in Lieu of Parkland Fees

Cash in lieu of Parkland, which is a condition of the approval of any and all severances in the following amounts:

Description	Fee
Village Road	\$1250.00 per lot
County Road	\$1500.00 per lot
Waterfront lot (regardless of road frontage classification)	\$1850.00 per lot

## Schedule F to By-Law 44-2022

### Public Works Department

#### Streets and Roads

Description	Fee
Entrance Culverts	\$900.00
New Entrance (no culverts)	\$500.00
Calcium Flake	\$20.00 per 40 KG Bag \$100.00 spread
Property Number Signs	\$75.00
Road Cut Permits	\$50.00
Road Closing Application	\$100.00 plus disbursements
Non-Maintenance for Roads Agreements	\$100.00 plus disbursements

#### Landfill Fees

Bag Tags	Fee
Wolford Ward	\$1.00 per tag
Merrickville Ward	\$2.50 per tag

Non-bagged waste will be charged by weight:

Description	Fee
Load of 100kg or less	\$10.00 flat rate
Residential garbage over 100kg	\$100.00/tonne
Commercial demolition over 100kg	\$125.00/tonne
Compost material, non-brush	No Charge
Brush and woody waste load of 100kg or less	\$5.00
Brush and woody waste load over 100kg	\$65.00/tonne
All appliances (Refrigerators, freezers, and air conditioners must have Freon removed and certified)	\$20.00 flat rate



## Schedule G to By-Law 44-2022

### Fire Department

Description	Fee
Reports	\$50.00
Failure to Install a Smoke Detector	\$125.00

#### Extraordinary Expenses

If Fire and Emergency Services respond to a motor vehicle incident, or other emergency at any property in the Village of Merrickville-Wolford and determine or the Fire Chief or designate determine that it is necessary to retain a private contractor, rent special equipment not normally carried on a fire apparatus, use more materials than are carried on a fire apparatus in order to suppress or extinguish a fire, preserve property or prevent a fire from spreading or otherwise control and eliminate an emergency, the owner shall be charged for those expenses incurred plus applicable taxes.

#### False Alarms

False alarms occurring as a result of a malfunction or failure to maintain a fire alarm system or emergency system:

First false alarm in any twelve (12) month period	NIL
Second false alarm in any twelve (12) month period	\$200.00
Each subsequent false alarm in any consecutive twelve (12) month period	\$600.00
Failure to perform work on fire alarm system or emergency system when ordered by the Fire Chief	\$600.00
False alarm resulting from malicious or mischievous acts	\$600.00

### Environmental Spills

Environmental spills or other emergency requiring response:

- \$350.00 for first hour or part thereof per vehicle and \$175.00 for every additional half an hour or part thereof per vehicle after the 1<sup>st</sup> hour.

Hazardous materials and spills and cleanup:

- \$350.00 for first hour or part thereof per vehicle and \$175.00 for every additional half an hour or part thereof per vehicle after the 1<sup>st</sup> hour.
- Total replacement costs of any contaminated or damaged equipment or materials used in the cleanup of hazardous materials and the approved disposal of equipment or materials in accordance with Federal and Provincial Acts.

## Schedule H to By-Law 44-2022

### Building Department

#### Permit Fees

The fees payable by the applicant or authorized agent for a construction, demolition, change of use of conditional permit, inspection or administration fees shall be as follows:

Class of Permit	Permit Fee
Non-refundable Deposit (Application/ Plan Review)	\$100.00
Building Permit (All Structures) Groups A, B, C, D, E or F	\$15.00/\$1000 Construction Value Note: There is a minimum fee of \$100.00 for all structures
Other: <ul style="list-style-type: none"> <li>• Change of Use, Renewal, Moving</li> <li>• Wood stoves/fuel burning appliances</li> <li>• Pool</li> <li>• Retaining Wall</li> <li>• All signs (per sign basis)</li> <li>• Change of Ownership/ Transfer of Permit</li> </ul>	\$100.00
Churches maximum fee	\$25.00

#### Building Without a Permit Penalty

The Chief Building Official is authorized to act on behalf of the Village of Merrickville-Wolford to charge a Building Without a Permit Fee. This fee will be payable by a person starting a construction project, which requires a Building Permit, without first obtaining a Building Permit.

100% Building Permit Fee, with a maximum charge of \$5000.00, with a minimum of \$300.00.

Occupancy Classes

- Group A Occupancy – Assembly Occupancy
- Group B Occupancy – Care or Detention Occupancy
- Group C Occupancy – Residential Occupancy
- Group D Occupancy – Business and Personal Services Occupancy
- Group E Occupancy – Mercantile Occupancy
- Group F Occupancy – Industrial Occupancy

Group “C” Residential Demolitions – All or Part of a Building	\$100.00
Group “A, B, D, E, F” Non-Residential Demolitions – All or Part of a Building	\$100.00
Additional inspection fee per the Building By-Law	\$100.00/inspection

Sewage and Septic System Fees

APPLICATION	FEE	HST	TOTAL FEE
<b>SEWAGE SYSTEM PERMIT</b> – For private sewage systems with flows up to 10,000 litres/day (See Note #1)	\$721.00	N/A	\$721.00
<b>TERTIARY SEWAGE SYSTEM PERMIT</b> (See Note #2)	\$798.00	N/A	\$798.00
<b>Permit Renewal/Revision with no inspection</b>	\$62.00	N/A	\$62.00
<b>Permit Renewal/Revision with site inspection</b>	\$206.00	N/A	\$206.00
<b>Third Party Certificates</b>	\$62.00	N/A	\$62.00
<b>SITE INSPECTIONS</b> – Including: Septic Tank Replacement Only, Alterations, Class 2 & 3 Sewage Systems	\$360.00	N/A	\$360.00
<b>MAINTENANCE INSPECTIONS</b> – Minor Variances/Zoning By-Laws/Building Renovations/Septic Re-inspections	\$206.00	N/A	\$206.00
<b>SEVERANCE APPLICATIONS</b> – If an inspection is required	\$443.00	N/A	\$443.00
<b>Multiple Severances</b> When more than one application is submitted	+\$180.00	N/A	+\$180.00

pertaining to a particular land holding, the fee is \$180.00 for each <b>additional</b> application if submitted at the same time			
<b>SUBDIVISION PLAN REVIEW</b>	\$200.00 per lot up to a max. fee of \$5,000.00	+13% HST	
<b>FILE SEARCHES</b>	\$103.00	N/A	\$103.00

These fees include the cost of legal services, reviews of studies, consultant services, administration, education, and promotion activities.

- **Note #1:** The Ministry of Environment will be responsible for sewage works where the design capacity is in excess of 10,000 litres/day under the Ontario Water Resources Act.
- **Note #2:** Tertiary Treatment Systems (**Level 4 Treatment**) are Ecflo, Eljen, Waterloo Biofilter, ATL, EnviroSeptic, Norweco, and Biomicrobics and require Maintenance Agreements upon installation completion.

Lot Fees

<b>Merrickville Ward</b>	<b>Fee</b>
A one-time permit fee for new residential construction per dwelling unit and the building described in the application shall include suites in a lodging house/hotel that are let for hire	\$2200.00 per dwelling or suite

<b>Wolford Ward</b>	<b>Fee</b>
A one-time permit fee for new residential construction per dwelling unit and the building described in the application shall include bedrooms in a lodging house/hotel that are let for hire	\$2200.00 per dwelling or suite

### General

- Private attached garages and/or carports built at the time of original construction are included in the foregoing fees.
- Buildings moved in whole, in part, or dismantled and reassembled on a new location shall be charged for the permit fees in accordance with new construction. Nothing in this section shall or be construed to override the provisions of the Building Code Act in allowing the construction or reconstruction of old buildings.

### Heritage Designated Properties

- The fees contained in this Schedule and the forms contained in the other Schedules of this By-Law shall apply to all heritage designated buildings.
- The provisions of the Ontario Heritage Act and Regulations shall apply to the issuance of any permit issued to or for a heritage designated building.
- Heritage buildings are those designated by By-Law under the provisions of the Ontario Heritage Act, Chapter 337, R.S.O. 1980 as amended.