CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN

BY-LAW NO. 2026-879

Being a By-Law to establish a Schedule of Fees for the Corporation of the Township of South Algonquin.

WHEREAS Section 390 and Section 391 of the Municipal Act 2001 authorizes the Council and Local Boards to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of the municipality or the Local Board and for the use of its property;

AND WHEREAS the Council of the Corporation of the Township of South Algonquin deems it advisable to update the Schedule of Fees for the Corporation of the Township of South Algonquin;

NOW THEREFORE the Municipal Council of the Corporation of the Township of South Algonquin enacts as follows:

1. THAT attached hereto as **Schedule 'A'** to this by-law is an updated Schedule of Fees hereby ratified and imposed for the Corporation of the Township of South Algonquin from the effective date and ensuing years and will remain in effect until such time as it is amended in part by resolution or By-Law.

2. THAT all fees and charges set out in this by-law shall be payable prior to the provision of the service unless an agreement is made to the contrary and approved by the municipality.

3. THAT in the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Rolls for the properties in arrears (when possible) for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.

4. THAT the CAO/Clerk-Treasurer or designate is hereby delegated as the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.

5. Any other By-Law relative to fees that is inconsistent with or antedating this by-law is hereby repealed.

6. THAT this By-Law will come into force and take effect as of the date of passing.

READ A FIRST AND SECOND TIME on July 8, 2026

_____ _____

MAYOR – Ethel LaValley **Bryan Martin - CAO/Clerk-Treasurer**

READ A THIRD TIME PASSED AND ENACTED on July 8, 2026

_____ _____

MAYOR – Ethel LaValley **Bryan Martin - CAO/Clerk-Treasurer**

By signing this by-law, Mayor LaValley has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers

Type of Service	FEE
Animal Shelter	
Township Collection Fee	$250.00
Plus all impound fees and additional sums charged by Animal Shelter	Cost recovery
Building Permit Fees:	
Residential	
New Buildings (habitable)	$1.00/sq./ft
Additions, renovations, alterations or repairs **(minimum $150.00)**	$.50/sq./ft
Garage, carport, or accessory building, shipping containers **(minimum $150.00)**	$.50/sq./ft
Installation of a building unit fabricated or moved **(minimum $150.00)**	$.1.00/sq./ft
from elsewhere (e.g. mobile home-factory built home)	
Commercial & Industrial	
New buildings or structure	$1.00/sq./ft
Additions, renovations, alterations or repairs **(minimum $150.00)**	$.50/sq./ft
Any tower not falling under federal/provincial jurisdiction or structure exceeding one hundred (100) feet in height: $1,000.00 for the first one hundred (100) feet; and $6.00 per foot for every foot over one hundred (100) feet	
Any temporary structure or tower not falling under federal/provincial jurisdiction will require a deposit of $3000.00	
Other	
Swimming Pool & Fence Enclosure	$100.00
Prefabicated truss arch structures & decks **(minimum $150.00)**	$.50/sq./ft
Residential Demolition Permit	$150.00
Commercial Demolition Permit under 6000 sq. ft.	$150.00
Commercial Demolition Permit over 6000 sq. ft.	$250.00
Requested site inspections prior to applying for permit	$100.00 (if permit issued, fee to be included in permit fee)
Construction commencing before permit is applied for or issued.	Equal to permit fee or a minimum $150.00
Change of Use Permit	$150.00
Transfer of Permit	$75.00
Occupancy Permit/Completion Permit	$50.00
On site visit/inspections and or re-inspections over and above what is required	$100.00 per inspection
Inspection of lands pertaining to septic, wells, severance purchasing or selling	$200.00
Solar Panels (Roof mounts only)	$.50/sq./ft
Water access-any inspections – if adequate, safe transportation is not provided by permit holder	$100.00 per inspection
Administration Fees for Plan Review for Compliance to the OBC and Applicable Law	$150.00
Research permit archives and distribute information	$50.00
Any extra costs pertaining to any of the preceding shall be borne by the property owner	Cost recovery

Type of Service	FEE
Building Permit Fee Refunds	
Status of Permit - Application	Percentage of Fee Eligible for Refund
Application filed. No process or Review of Plans submitted	80%
Application filed. Plan reviewed and Permit issued	50%
Permit valued at $100.00 or lesse (No Refund)	0%
Any temporary structure or tower not falling under federal/provincial jurisdiction will require a deposit of $3000.00 of which 80% will be refundable when the tower or structure is dismantled and removed to the satisfaction of Council	
Business Licenses	
Transient Trader Type 1 –(door-to-door, chip truck on someone else's property)	$150.00
Dog License (Lifetime)	
All Dogs	$10.00
Replacement Tag	$5.00
Entrance Permit	
New	$200.00
Paving of existing driveway	$100.00
Administration Fees	
Research Files 2 years and prior	$50.00
Fax Transmissions (Outgoing) Every 4 Pages (includes cover page)	$2.00
Civic Addressing	
Replacement Civic Address Sign	$50.00
Replacement Civic Address Post	$50.00
New or Replacement of Civic Address Sign and Post	$100.00
Commissioner of Oaths	
Resident by appointment	NO CHARGE
Non Resident by appointment	$10.00
Council Chambers Rental (Day Time Rentals Only)	$75.00
Damage to Municipal Property	Replacement Cost
Fire Department Fees	
For apparatus, firefighters wages, mileage (Per the current Ministry of Transportation Rates)	Cost Recovery
Minimum charge of 1 hour for equipment and firefighters.	Cost Recovery
Standyby Charges - For apparatus, firefighters wages, mileage. Minimum charge of 1 hour per the current Ministry of Transportation (MTO) rates	Annual MTO Rates
Attendance for Non-Compliance with Burning By-Law- Required to extinguish fire. (Additional fines according to schedule A of Burning By-Law)	Annual MTO Rates
Emergency Response to structural fires within Township boundaries (Insurance Company)	Annual MTO Rates
Emergency Response to vehicle accidents and fires on provincial roads (Ministry of Transportation)	Annual MTO Rates
Emergency Response to vehicle accidents and fire on municipal or private roads (Insurance Company, if no insurance flat rate of $100)	Annual MTO Rates

Type of Service	FEE
Fire Department Fees Continued	
Emergency Response on trails (Insurance Company)	Annual MTO Rates
Emergency Response to tree on hydro line	Annual MTO Rates
Fire Inspection for liquor license/occupancy load	$150.00
False Alarm Response- Preventable. 2nd Offence. Fee charged to the property owner where the alarm was activated and a Fire Department response was required, and it was determined by the Fire Chief that the alarm was preventable.	$250.00
False Alarm Response- Preventable. 3rd Offence. Fee charged to the property owner where the alarm was activated and a Fire Department response was required, and it was determined by the Fire Chief that the alarm was preventable.	$500.00
False Alarm Response- Preventable. 4th Offence and Each Subsequent Offence. Fee charged to the property owner where the alarm was activated and a Fire Department response was required, and it was determined by the Fire Chief that the alarm was preventable. Applies to every additional preventable false alarm occurrence within a 12-month period.	$1,000.00
Burn Permit- Residents can obtain through **safd.burnpermits.com**	NO CHARGE
Fire Chief Letters to Lawyers/Insurance Companies	$50.00/hr
Hall Rentals (plus H.S.T)	
Funerals/Memorials (Residents only)	NO CHARGE
2 hours-Madawaska Complex -Non Alcohol Event Only	$85.00
2 hours-Madawaska Complex - Non Alcohol Event Only (Non-Resident)	$175.00
Full Day and Evening – Madawaska Complex Non-Alcohol Event	$200.00
Full Day and Evening – Madawaska Complex Non-Alcohol Event (Non Resident)	$350.00
Full Day and Evening –Madawaska Complex Alcohol Event	$600.00
Full Day and Evening –Madawaska Complex Alcohol Event (Non Resident)	$800.00
2 hours - Lester Smith - Non Alcohol Event Only	$50.00
2 hours - Lester Smith - Non Alcohol Event Only (Non-Resident)	$100.00
Full Day and Evening –Lester Smith Non-Alcohol Event	$150.00
Full Day and Evening –Lester Smith Non-Alcohol Event (Non Resident)	$200.00
Full Day and Evening –Lester Smith Alcohol Event	$400.00
Full Day and Evening –Lester Smith Alcohol Event (Non Resident)	$500.00
2 hours -Mervin Dupuis (Rink) Madawaska-Non Alcohol Event Only	$25.00
2 hours -Mervin Dupuis (Rink) Madawaska-Non Alcohol Event Only (Non-Resident)	$50.00
Mervin Dupuis (Rink) Madawaska-Non Alcohol Event	$75.00
Mervin Dupuis (Rink) Madawaska-Non Alcohol Event (Non Resident)	$100.00
Mervin Dupuis (Rink) Madawaska-Alcohol Event	$200.00
Mervin Dupuis (Rink) Madawaska-Alcohol Event (Non Resident)	$275.00
Damage Deposit – Non-Alcohol Event (Including 2 hour rental)	$200.00
Damage Deposit – Alcohol Event	$500.00
Interest Charges- Applied to any outstanding balance of invoices and taxes remaining unpaid after one month	1.25% per month (15% per annum)

Type of Service	FEE
Lottery Licenses	
Bingo or Raffle Licenses	$10.00 up to a draw prize of $1500.00, 3% for draw prizes exceeding $1500.00
Nevada License Extension Letter	$10.00
Mapping	
8 ½" x 11"	$4.00 each
8 ½" x 14"	$5.00 each
8 ½" x 11" laminated	$5.00 each
8 ½" x 14" laminated	$6.00 each
11" x 17"	$6.00 each
Binder of all Municipal Street Maps	$30.00 each
Shipping	Cost Recovery
Marriage License (plus H.S.T)	
Marriage License	$100.00
Marriage License (Non Resident)	$125.00
NSF Cheque	$50.00 plus bank fees
Photocopies (plus H.S.T)	
Black and White	$0.05/page
Colour	$1.25/page
Colour 11"x17"	$2.25/page
Planning	
Pre-Consultation Application Fee	$100.00
Pre-Consultation with the Township Planner	Cost Recovery
Planning Application Deposit	$1,000.00
Consent Application Fees	$550.00
Minor Variance	$450.00
Site Plan Application	$500.00
Zoning By-Law Amendment	$700.00
Official Plan Amendment	$800.00
Amendment to Zoning By-Law and Official Plan	$1,400.00
Temporary Use By-Law	$250.00
Part-Lot Control or Deeming By-Law	$250.00
Lifting Holding Symbol	$250.00
Planning Agreements (i.e. Development Agreement or Road Allowance Agreement)	$250.00
Plan of Subdivision/ condominium	$1,500.00
Site Inspection Water access-any inspections – if adequate, safe transportation is not provided by permit holder	$100.00
Advertisement	Cost of ad
Administration Fees	$50.00/hr
Official Plan, Zoning, Building, Subdivision Compliance Report	$50.00

Type of Service	FEE
Planning Continued	
Copy of Official Plan	$25.00
Copy of Zoning By-Law	$25.00
Any extra costs, including but not limited to registration of title pertaining to any of the preceding shall be borne by the property owner/applicant.	
Septic System Permits and Inspections	
Certificate of Approval for a Class 2 sewage system (grey water system)	$350.00
Certificate of Approval for a Class 3 sewage system (receive from Class 1 system)	$350.00
Certificate of Approval for a Class 4 sewage system (leaching bed)	$600.00
Certificate of Approval for a Class 4 sewage system (filter media)	$600.00
Certificate of Approval for a Class 5 sewage system (holding tank)	$475.00
Replacement of tank	$350.00
Replacement of leaching bed	$350.00
File Search (per file)	$100.00
Subsequent File Search/Additional Information Requested	$50.00
Permit Renewal	$100.00
Status of Permit – Application	Percentage of Fee Eligible for Refund
Application filed. No process or Review of Plans submitted	80%
Application filed. Plans reviewed and Permit issued	50%
Shoreline Road Allowance	
Application Fee (non-refundable)	$1,000.00
Deposit (non-refundable)	$100.00
Patent fee (if applicable)	$750.00
Purchase of frontage costs – per lineal foot	$10.00
Purchase of frontage costs – per metre	$33.00
All other fees associated therewith, advertising, title search, etc.	Cost recovery
Short Term Rental	
Application Fee (Non-refundable)	$200.00
Initial Licence Fee	$700.00
Annual Licence Fee (In good standing)	$500.00
Fire Inspection Fee	$200.00
Fire Re-Inspection Fee(If deficiencies identified)	$200.00
Complaint-Based Fire Inspection Fee	$200.00
Building Inspection Fee	$250.00
Building Re-Inspection (If deficiencies identified)	$200.00
Complaint-Based Building Inspection Fee	$200.00
Change of Use (if applicable)	$150.00
Tax Certification and Statements	
Certificate	$50.00
Statement	$5.00

Type of Service	FEE
Tax Sales	
Administrative Costs –Engage Professional Services	$500.00
Preparation and Registration of a Tax Arrears Certificate	Cost recovery
Preparation and Registration of Statutory Declarations	Cost recovery
Preparation and Registration of a Cancellation Certificate	Cost recovery
Preparation and Registration of a Tax Arrears Extension Agreement	Cost recovery
Survey Costs (if applicable)	Cost recovery
SALE:	
Tender Costs	Cost recovery
Advertising Costs: Local Paper	Cost recovery
Preparation and Registration of the Tax Deed	Cost recovery
Waste Collection Fees	
Bag Tag- Curbside Waste Collection (required for bags exceeding the 2 bag limit)	$2.00
Commercial Bin Pickup (requested addition pickup)	$75.00
Waste Disposal Fees (Proof of demoliton permit or Waste Disposal Pass Card)	
Brush, Wood Chips from within the geographic boundaries of the Township. Half Ton Truck/Van with /without Small Trailer if brought in by resident.	NO CHARGE
Tires on or off rims	NO CHARGE
Mattresses, box springs and fabric covered furniture with metal frames or springs e.g. couches, loveseats, sofa chairs	$10.00 per piece
Fibre Glass/Wood boats. Aluminum boat exempt. Please place aluminum boats in steel pile.	$5.00/foot
Each entry into Landfill Site during non-operational hours (Applies to contractor or resident)	$100.00
If more than one after-hours entry is required, arrangements can be made to have the Landfill Attendant remain on site for the initial entry fee plus per hour rate (Applies to contractor or resident)	$50.00/hr
Waste Disposal Pass Card Replacement	$10.00
Construction/Demolition Waste, including shingles	
Passenger Vehicles - Car, Van, SUV, ½ ton truck, small trailers ****Residents are exempt from this fee if brought in by resident****	Sorted $5 Unsorted $20
Utility Trailer-single axle	Sorted $20 Unsorted $80
Utility Trailer-tandem axle	Sorted $25 Unsorted $100
Commercial Trailer (including dump trailers) - single axle	Sorted $30 Unsorted $120
Commercial Trailer (including dump trailers) - tandem axle	Sorted $35 Unsorted $140
Single axle Dump Truck	Sorted $50 Unsorted $200
Tandem Dump Truck	Sorted $80 Unsorted $320
Tri-axle Dump Truck	Sorted $120 Unsorted $500
Contaminated Soil	$30.00/tonne Plus Cost Recovery of Required Equipment
Township Services Rendered	$75.00/hr