

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2024-21

BEING A BY-LAW TO PROVIDE FOR ADMINISTRATION FEES CHARGED BY THE CORPORATION OF THE TOWNSHIP OF BONFIELD

WHEREAS the Council of the Corporation of the Township of Bonfield may pass by-laws establishing and requiring the payment of fees for information, services, activities and use of the Municipality's property;

AND WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides for a municipality to pass by-laws imposing fees or charges on persons for services and activities provided or done by or on behalf of it, for cost payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control;

AND WHEREAS the Council of the Corporation of the Township of Bonfield is desirous of providing services and activities through a user pay and cost recovery model where possible;

NOW THEREFORE the Council of the Corporation of the Township of Bonfield enacts as follows:

1. That this by-law be cited as the "Administration Fees By-Law"
2. That the fees set out in Schedule "A" attached to and forming part of this by-law shall be charged for licenses, permits, services and documents listed therein;
3. That if the provisions of this by-law conflict with any other by-law of the Corporation heretofore passed then the provision of this by-law shall prevail;
4. That any schedule of this by-law can be amended by resolution or by-law of Council and that the amended schedule shall form part of and be included in the Fees and Charges By-law.
5. That all fees and charges are due and payable at the time the service is provided. If the fees and charges or any portion thereof remain unpaid 30 days from the date of invoicing, interest at the rate of 1.25% shall be charged, and again on the first of each month thereafter until the account is paid in full.
6. That all fees and charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Bonfield owned by such person or persons and may be collected in the same manner as taxes.
7. That HST will be charged where applicable.
8. That this by-law shall come into force on the final passing hereof.
9. That any previous By-law or User Fee outlined in a by-law be hereby repealed.

READ A FIRST ON APRIL 9, 2024 AND

CONSIDERED READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS 30th DAY OF APRIL 2024.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW 2024-21

SCHEDULE "A"

	May 2024	January 2026
Payments		
Returned Item Charge (NSF)	\$50.00	\$55.00
Documents		
Tax Certificate	\$50.00	\$55.00
Zoning Compliance Letter	\$50.00	\$55.00
Building and Work Order Letter	\$50.00	\$55.00
Fire Compliance Letter	\$50.00	\$55.00
Commissioning Documents	\$20.00	\$25.00
Tax Account Official Receipt (per account/year)	\$20.00	\$25.00
Legal Tax Certificate	\$50.00	\$55.00
Certified Copies	\$20.00	\$25.00
Official Plan or Zoning Bylaw copies	\$50.00	\$55.00
Lottery		
3% of Prize Value		
Animal Control		
Dog or Cat License before March	\$20.00	\$25.00
Dog or Cat License after March 1st	\$30.00	\$37.00
Replacement tag	\$4.00	\$5.00
Private Kennel Fee	\$50.00	\$55.00
Pure Bred Kennel Fee	\$50.00	\$55.00
Boarding Kennel	\$50.00	\$55.00
Transfer of Kennel License	\$10.00	\$10.00
Administration		
B&W Letter Photocopies or Computer Print Outs	\$0.25	\$0.25
Colour Letter Photocopies or Computer Print Outs	\$0.50	\$0.50
Fine or Fee applied tax account	\$20.00	\$25.00
Fax	\$2.00	\$2.00
Use of Municipal Boardroom per hour	\$25.00	\$25.00
Request special meeting of Council	\$250.00	\$300.00
Municipal Freedom of Information		
Request Form	\$5.00	\$5.00
Search Time (per 15 minutes)	\$7.50	\$7.50
Preparing of Records for Disclosure (per 15 minutes)	\$7.50	\$7.50
Tax Registration - all fees min. plus actual costs		
Tax Sale Registration 1st Notice	\$500.00	\$500.00
Tax Sale Registration Final Notice	\$750.00	\$750.00
Notice under the Farm Debt Mediations per address	\$50.00	\$55.00
Additional Notices	\$50.00	\$55.00
Execution Searches	\$50.00	\$50.00
All other notices and searches to execute tax sale	\$75.00	\$75.00