



**The Corporation of the County of Northumberland  
County Council  
Minutes**

**February 19, 2025, 9:30 a.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In-Person and Virtual)**

**Members Present:** Warden Brian Ostrander  
Deputy Warden Olena Hankivsky (*attended virtually*)  
Councillor Lucas Cleveland  
Councillor Scott Jibb  
Councillor John Logel  
Councillor Mandy Martin  
Council Alternate Michael Metcalf

**Members Regrets:** Councillor Robert Crate

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**1. Notices**

**1.a Accessible Format**

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**1.b Meeting Format**

This Council Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**2. Call to Order**

Warden Brian Ostrander called the meeting to order at 9:31 a.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**3.a Agenda dated February 19, 2025**

**Council Resolution 2025-02-19-130**

**Moved by** Councillor John Logel

**Seconded by** Councillor Scott Jibb

"**That** the County Council Agenda for Wednesday, February 19, 2025 be approved, as amended, to include the following item:

- Item 5.a - video presentation regarding Northumberland County's winter operations."

**Carried**

**4. Declarations of Interest**

- No declarations

**Council Resolution 2025-02-19-131**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor John Logel

"**Whereas** the Council Procedural By-law outlines that for Hybrid Council meetings, Council Members must attend in-person and can only participate electronically for select reasons; and

**Whereas** Council may choose to waive a Rule of Procedure established by the Council Procedural By-law and that requires a two-thirds majority vote;

**Now Therefore Be It Resolved That** Council hereby permits Deputy Warden Hankivsky to participate in the February 19, 2025 County Council meeting electronically."

**Carried**

**5. Presentations**

**5.a Video Presentation, Northumberland County's Winter Operations  
'Winter's Unsung Heroes'**

Video Link: <https://www.youtube.com/watch?v=ivHkHo42c9U&t=1s>

**Council Resolution 2025-02-19-132**

**Moved by** Councillor Scott Jibb

**Seconded by** Council Alternate Michael Metcalf

"**That** County Council receive the video presentation regarding Northumberland County's winter operations for information."

**Carried**

**6. Adoption of Minutes**

**6.a County Council Minutes**

**Council Resolution 2025-02-19-133**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Scott Jibb

"**That** the Minutes of the following County Council Sessions be approved as distributed and the determinations contained therein be deemed those of Council:

- January 22, 2025 County Council meeting;
- January 30, 2025 Special County Council meeting;
- February 3, 2025 Special County Council meeting."

**Carried**

**7. Business arising from the Minutes**

N/A

**8. Communications**

**8.a Correspondence, Eastern Ontario Wardens' Caucus 'Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs'**

**Council Resolution 2025-02-19-134**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor John Logel

"**That** County Council support the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Canadian and Ontario Governments

Negotiations with the United States Government on Trade Tariffs', and direct staff to send a copy of the resolution to:

- The Right Hon. Justin Trudeau (Prime Minister of Canada),
- Hon. Melanie Joly, (Minister of Foreign Affairs),
- Hon. Nate Erskine-Smith (Minister of Housing, Infrastructure and Communities),
- Hon. Doug Ford (Premier of Ontario and Leader of the Progressive Conservative Party),
- Marit Stiles (Leader of the Ontario New Democratic Party),
- Bonnie Crombie (Leader of the Ontario Liberal Party),
- Mike Schreiner (Leader of the Ontario Green Party),
- Ontario's Minister of Economic Development, Job Creation and Trade,
- Ontario's Minister of Municipal Affairs and Housing,
- Rebecca Bligh (President, FCM and Councillor, City of Vancouver),
- Robin Jones (President, AMO and Mayor of Westport),
- Christa Lowry (Chair, Rural Ontario Municipal Association),
- Jeff Leal (Chair, Eastern Ontario Leadership Council),
- John Beddows (Chair, Eastern Ontario Mayors' Caucus),
- All regional Members of Canadian Parliament,
- All candidates running as Ontario Members of Parliament,
- Northumberland County's 7 Member Municipalities,
- All of Ontario's municipalities.

**Carried**

**9. Determination of Items Requiring Separate Discussion**

**9.a February 3, 4 and 5, 2025 Standing Committees  
'Recommendations to Council - Summary Chart'**

**9.b Community Health Committee  
- February 4, 2025**

**9.c Corporate Support Committee  
- February 4, 2025**

**9.d Economic Development, Tourism and Planning Committee  
- February 5, 2025**

**9.e Finance & Audit Committee**  
**- February 4, 2025**

**9.f Public Works Committee**  
**- February 3, 2025**

**9.g Social Services Committee**  
**- February 5, 2025**

**10. Adoption of Items Not Requiring Separate Discussion**

**Council Resolution 2025-02-19-135**

**Moved by** Councillor John Logel

**Seconded by** Council Alternate Michael Metcalf

"**That** Council adopt all recommendations from the six Standing Committees, as contained within the Committee Minutes (meetings held February 3, 4 and 5, 2025), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

- Community Health Committee, Item 9.c 'Haliburton Kawartha Northumberland Peterborough (HKNP) District Health Unit - Board of Directors' Meeting Summary' – **Held by Councillor Martin**
- Corporate Support Committee, Item 7.a, 'Correspondence, Ministry of Municipal Affairs and Housing 'Municipal Accountability Act, 2024' – **Held by Warden Ostrander on behalf of Councillor Cleveland**
- Corporate Support Committee, Item 8.b, 'Report 2025-026, Corporate Services 'Unfinished Council Business Update' – **Held by Warden Ostrander on behalf of Councillor Cleveland**
- Finance & Audit Committee, Item 7.a, Correspondence, 'Redistribution of Provincial LTT and GST to Municipalities for Sustainable Infrastructure Funding' - **Held by Warden Ostrander on behalf of Councillor Cleveland**
- Finance & Audit Committee, Item 7.e, Correspondence, County of Huron 'Court Security and Prisoner Transportation Funding Shortfall' - **Held by Warden Ostrander on behalf of Councillor Cleveland**
- Social Services Committee, Item 8.a 'Report 2025-028 '310 Division Street, Cobourg Data Update' – **Held by Warden Ostrander**
- Social Services Committee, Item 9.b '310 Division Street Community Liaison Committee – Meeting Minutes - **Held by Warden Ostrander on behalf of Councillor Cleveland**

**And Further That** the items listed above and held for separate discussion each require a separate resolution."

**Carried**

**11. Consideration of Items Requiring Separate Discussion**

**11.a Items from Standing Committees Requiring Separate Discussion**

- 1. Community Health Committee Meeting (February 4, 2025), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding the 'Port Hope Walk-in Clinic'**

*[Item was considered in Closed Session]*

**11.b Motion(s) for Held Item(s)**

*[Councillor Cleveland arrived at the meeting at 9:51 a.m.]*

- 1. Community Health Committee, Item 9.c 'Haliburton Kawartha Northumberland Peterborough (HKNP) District Health Unit - Board of Directors' Meeting Summary'**

**Council Resolution 2025-02-19-136**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor Mandy Martin

**"Whereas** item 9.c from the February 4, 2025 Community Health Committee was held by Council for separate discussion at this meeting, the item being 'Haliburton Kawartha Northumberland Peterborough (HKNP) District Health Unit - Board of Directors' Meeting Summary'; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Receive the meeting summary for information."

**Carried**

- 2. Corporate Support Committee, Item 7.a, 'Correspondence, Ministry of Municipal Affairs and Housing 'Municipal Accountability Act, 2024'**

**Council Resolution 2025-02-19-137**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Council Alternate Michael Metcalf

“**Whereas** item 7.a from the February 4, 2025 Corporate Support Committee was held by Council for separate discussion at this meeting, the item being ‘Correspondence, Ministry of Municipal Affairs and Housing ‘Municipal Accountability Act, 2024’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Direct staff to prepare a report for a future Committee / Council meeting regarding this topic, including advocacy recommendations post Provincial election.”

**Carried**

**3. Corporate Support Committee, Item 8.b, ‘Report 2025-026, Corporate Services ‘Unfinished Council Business Update’**

**Council Resolution 2025-02-19-138**

**Moved by** Councillor John Logel

**Seconded by** Councillor Mandy Martin

“**Whereas** item 8.b from the February 4, 2025 Corporate Support Committee was held by Council for separate discussion at this meeting, the item being ‘Report 2025-026, Corporate Services ‘Unfinished Council Business Update’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Receive the report for information.”

**Carried**

**4. Finance & Audit Committee, Item 7.a, Correspondence, ‘Redistribution of Provincial LTT and GST to Municipalities for Sustainable Infrastructure Funding’**

**Council Resolution 2025-02-19-139**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Councillor John Logel

**“Whereas** item 7.a from the February 4, 2025 Finance & Audit Committee was held by Council for separate discussion at this meeting, the item being ‘Correspondence, ‘Redistribution of Provincial LTT and GST to Municipalities for Sustainable Infrastructure Funding’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- **That** County Council, having considered the correspondence regarding 'Redistribution of Provincial LTT and GST to Municipalities for Sustainable Infrastructure Funding' from the following municipalities:
  - Township of Amaranth
  - Town of Aurora
  - Town of Cobourg
  - City of Port Colborne
  - Township of Essa
  - Township of McGarry
  - Town of New Tecumseth
  - Township of North Stormont
  - Township of Pelee
  - Municipality of Port Hope
  - Township of Puslinch
  - Municipality of South Huron
  - Township of South Stormont
  - Municipality of St. Charles
  - Township of Stone Mills
  - City of Stratford
  - Municipality of Tweed
  - Municipality of Wawa
  - Municipality of York

support the correspondence and direct staff to send a copy of this resolution to key stakeholders, including the Right Honourable Justin Trudeau (Prime Minister of Canada), MP Philip Lawrence (Northumberland-Peterborough South), the Premier of Ontario, the Provincial Minister of Finance, the Provincial Minister of Municipal Affairs and Housing, the Office of the MPP for Northumberland-Peterborough South), Eastern Ontario Wardens’ Caucus and Northumberland County's 7 Member Municipalities.”

**Carried**



5. **Finance & Audit Committee, Item 7.e, Correspondence, County of Huron 'Court Security and Prisoner Transportation Funding Shortfall'**

**Council Resolution 2025-02-19-140**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Councillor Mandy Martin

“**Whereas** item 7.e from the February 4, 2025 Finance & Audit Committee was held by Council for separate discussion at this meeting, the item being ‘Correspondence, County of Huron 'Court Security and Prisoner Transportation Funding Shortfall’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Support the correspondence and direct staff to send a copy of this resolution to key stakeholders, including the Ministry of the Solicitor General, the Office of the MPP for Northumberland-Peterborough South, Northumberland County's 7 Member Municipalities, and Cobourg Police Services; and
- Direct staff to request a Ministerial delegation meeting at the 2025 Association of Municipalities of Ontario Conference regarding this topic.”

**Carried**

6. **Social Services Committee, Item 8.a 'Report 2025-028 '310 Division Street, Cobourg Data Update'**

*[Deputy Warden Hankivsky joined the meeting virtually at 10:17 a.m.]*

*[Deputy Warden Hankivsky left the meeting from 10:45 a.m. until 10:59 a.m.]*

**Council Resolution 2025-02-19-141**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor John Logel

“**Whereas** item 8.a from the February 5, 2025 Social Services was held by Council for separate discussion at this meeting, the item being ‘Report 2025-028 '310 Division Street, Cobourg Data Update’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Receive the report for information.”

**Carried**

**7. Social Services Committee, Item 9.b ‘310 Division Street Community Liaison Committee – Meeting Minutes’**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor Lucas Cleveland

**Main Motion**

“**Whereas** item 9.b from the February 5, 2025 Social Services was held by Council for separate discussion at this meeting, the item being ‘Item 9.b ‘310 Division Street Community Liaison Committee – Meeting Minutes’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Receive the report for information; and
- Direct staff to invite representatives from the Community Liaison Committee to a future Committee / Council meeting to provide quarterly updates / reporting.”

**Amended**

**Council Resolution 2025-02-19-142**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Deputy Warden Olena Hankivsky

**Primary Amendment**

*That the main motion be amended by **inserting** the following clause:*

“**That** County Council direct staff to hire outside legal counsel to provide Council in Closed Session the legal realities of what information is allowed to put to the public, both from the CLC reports and Social Services updates in general.”

***Recorded vote requested by Councillor Cleveland***

**Defeated**

**Council Resolution 2025-02-19-143**

**Moved by** Councillor Scott Jibb

**Seconded by** Council Alternate Michael Metcalf

**Main Motion**

“**Whereas** item 9.b from the February 5, 2025 Social Services was held by Council for separate discussion at this meeting, the item being ‘Item 9.b ‘310 Division Street Community Liaison Committee – Meeting Minutes’; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- Receive the report for information; and
- Direct staff to invite representatives from the Community Liaison Committee to a future Committee / Council meeting to provide quarterly updates / reporting.”

**Carried**

**12. New Business**

**12.a United States Government Trade Tariffs - Verbal Update**

CAO Jennifer Moore

*[Council recessed at 11:18 a.m. until 11:29 a.m.]*

*[Councillor Cleveland and Councillor Martin did not return to the meeting immediately after the recess]*

*[Councillor Martin returned to the meeting at 11:30 a.m.]*

*[Councillor Cleveland returned to the meeting at 11:31 a.m.]*

**Council Resolution 2025-02-19-144**

**Moved by** Councillor John Logel

**Seconded by** Councillor Scott Jibb

"**That** County Council receive the verbal update regarding 'United States Government Trade Tariffs' for information."

**Carried**

**12.b Division of Responsibilities of Warden and Deputy Warden - Verbal**

Warden Brian Ostrander

**Council Resolution 2025-02-19-145**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor John Logel

"**That** County Council receive the verbal update regarding 'Division of Responsibilities of Warden and Deputy Warden' for information."

**Carried**

**12.c Northumberland CAOs' Committee Update**

CAO Jennifer Moore

**Council Resolution 2025-02-19-146**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor Mandy Martin

"**That** County Council receive the verbal update regarding the 'Northumberland CAOs' Committee' for information."

**Carried**

**13. Enactment By-laws**

**13.a A By-law to Authorize Entering into a Municipal Housing Facilities Agreement with Northumberland County Housing Corporation**

**Council Resolution 2025-02-19-147**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Scott Jibb

"**That** By-law 05-2025 being a By-law to Authorize Entering into a Municipal Housing Facilities Agreement with Northumberland County Housing Corporation be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 19th of February, 2025."

**Carried**

**13.b A By-law of the Corporation of the County of Northumberland to Authorize the Borrowing Upon Amortizing Debentures in the Principal Amount of \$ 96,770,321 towards the Cost of the Golden Pough Lodge Rebuild**

**Council Resolution 2025-02-19-148**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor Mandy Martin

"That By-law 06-2025 being a By-law to authorize the borrowing upon Amortizing Debentures in the Principal Amount of \$96,770,321 towards the cost of the Golden Plough Lodge Rebuild be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 19th of February, 2025."

**Carried**

**13.c A By-law to Authorize the Borrowing of \$10,000,000**

**Council Resolution 2025-02-19-149**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor John Logel

"That By-law 07-2025 being a By-law to Authorize the Borrowing of \$10,000,000 be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 19th of February, 2025."

**Carried**

**13.d A By-law to Consolidate and Regulate Payment of Various Fees and Charges within the Corporation of The County of Northumberland and to Repeal Previous By-Laws**

**Council Resolution 2025-02-19-150**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor John Logel

"That By-law 08-2025 being a By-law to Consolidate and Regulate Payment of Various Fees and Charges within the Corporation of The County of Northumberland and to Repeal Previous By-Laws be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 19th of February, 2025."

**Carried**

**14. Proclamations**

**Council Resolution 2025-02-19-151**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Lucas Cleveland

**"That** County Council proclaim the month of March, 2025 as 'Amyloidosis Awareness Month' at the February 19, 2025 County Council meeting."

**Carried**

**14.a Proclamation, 'Amyloidosis Awareness Month' - March, 2025**

**"Whereas** March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

**Whereas** Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

**Whereas** Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

**Whereas** Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

**Whereas** some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

**Whereas** early diagnosis can lead to better outcomes for both patients and their families; and

**Whereas** raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim the month of March 2025 to be 'Amyloidosis Awareness Month' in Northumberland County."

**15. Media Questions**

**16. Closed Session**

**16.a Matters pertaining to information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a crown agency and confidential negotiations 'Community & Social Services - Canada Mortgage and Housing Corporation (CMHC) Repair and Renewal Funding Offer'**

*Municipal Act Sections 239. (2.h) and (2.k)*

**16.b. Community Health Committee Meeting (February 4, 2025), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding the 'Port Hope Walk-in Clinic' (Item from Standing Committee Requiring Separate Discussion)**

*Municipal Act, Section 239.(2.k)*

**Council Resolution 2025-02-19-152**

**Moved by** Councillor Scott Jibb

**Seconded by** Councillor Lucas Cleveland

"**That** this Council proceed with the next portion of the meeting being closed to the public at 11:47 a.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Sections 239. (2.h) and (2.k) in order to address matters pertaining to information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a crown agency and confidential negotiations 'Community & Social Services - Canada Mortgage and Housing Corporation (CMHC) Repair and Renewal Funding Offer', and that Jennifer Moore, Glenn Dees, Rebecca Carman, Mitchell Hill, Wayne Kernohan, Adam McCue, Maddison Mather and Cheryl Sanders remain present; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.k) in order to address matters pertaining to confidential negotiations regarding the 'Port Hope Walk-in Clinic', and that Jennifer Moore, Glenn Dees, Darrell Mast, Maddison Mather and Cheryl Sanders remain present."

**Carried**

**17. Motion to Rise and Results from Closed Session**

**17.a Matters pertaining to confidential negotiations (Community & Social Services – CMHC Repair and Renewal Funding Offer) (Item going direct to Council)**

**Council Resolution 2025-02-19-153**

**Moved by** Councillor Mandy Martin

**Seconded by** Council Alternate Michael Metcalf

"**That** this Council rise at 1:09 p.m.; and

**Further That** the confidential resolution moved in Closed Session regarding matters pertaining to information explicitly supplied in confidence to the

municipality or local board by Canada, a province or territory or a crown agency and confidential negotiations 'Community & Social Services - Canada Mortgage and Housing Corporation (CMHC) Repair and Renewal Funding Offer', is hereby referred to this open session of Council for adoption."

**Carried**

**17.b Closed Session Items from Standing Committees Requiring Separate Consideration**

- 1. Community Health Committee Meeting (February 4, 2025), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding the 'Port Hope Walk-in Clinic'**

**Council Resolution 2025-02-19-154**

**Moved by** Councillor John Logel

**Seconded by** Councillor Lucas Cleveland

"**That** the confidential resolution moved in Closed Session regarding matters pertaining to confidential negotiations regarding 'Port Hope Walk-in Clinic', is hereby referred to this open session of Council for adoption."

**Carried**

- 2. Motion(s) for Held Item(s)**

N/A

**18. Closed Session Business – Public Updates**

N/A

**19. Confirming By-law**

- 19.a A By-law to confirm the proceedings of a meeting of County Council held on February 14, 2025**

**Council Resolution 2025-02-19-155**

**Moved by** Council Alternate Michael Metcalf

**Seconded by** Councillor Lucas Cleveland

"**That** By-law 09-2025 being a By-law to confirm the proceedings of a meeting of County Council held on February 19, 2025 be introduced, be



deemed to be read a first, second and third time, be passed, signed and sealed."

**Carried**

**20. Adjournment**

**Council Resolution 2025-02-19-156**

**Moved by** Councillor John Logel

**Seconded by** Councillor Scott Jibb

**"That** Council adjourn at 1:11 p.m."

**Carried**

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**Brian Ostrander, Warden**

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**Maddison Mather, Clerk**

# Recorded Vote

## Northumberland County

### County Council

### Recorded Vote

Resolution: 2025-02-19-142

Date: 2/19/2025

Municipality	Councillor	Votes	YES	NO	Absent	Abstain
Town of Cobourg	Cleveland, L.	6	6			
Municipality of Trent Hills	Metcalf, M	4		4		
Municipality of Port Hope	Hankivsky, O.	5	5			
Township of Hamilton	Jibb, J.	3		3		
Township of Alnwick/Haldimand	Logel, J.	2		2		
Township of Cramahe	Martin, M.	2		2		
Municipality of Brighton	Ostrander, B.	4		4		
<b>Totals</b>		<b>26</b>	<b>11</b>	<b>15</b>	<b>0</b>	<b>0</b>

Defeated

Absent

0

Representing

26

Votes

Requested by L. Cleveland

Votes Needed

Carried=

14

Defeated=

13

Carried

Warden's Signature

Defeated

Warden's Signature



## By-law 08-2025

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### **A By-law to Consolidate and Regulate Payment of Various Fees And Charges within the Corporation of The County of Northumberland and to Repeal Previous By-Laws**

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**Whereas** Section 391 of the *Municipal Act, 2001*, SO 2001 c. 25 authorizes a municipality to pass by-laws imposing fees or charges on any class of persons:

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or board; and
- c) for the use of its property including property under its control; and

**Whereas** Section 398 of the *Municipal Act, 2001*, SO 2001, c. 25 states that fees and charges imposed by a municipality constitute a debt to the municipality and shall at the request of an upper-tier municipality be added to the tax rolls for the properties as specified and may be collected in the manner of municipal taxes; and

**Whereas** Section 69 of the *Planning Act, RSO 1990, c. P.13* authorizes the council of a municipality, by by-law, to establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality in respect of the processing of each type of application provided for in the tariff; and

**Whereas** Subsection 7 (1)(c) of the *Building Code Act, 1992*, SO 1992, c. 23 authorizes an upper-tier municipality that has entered into an agreement pursuant to subsection 3(5) of that Act to pass by-laws requiring the payment of fees and charges and prescribing the amount of the fees for the matters and in the area for which the upper-tier municipality has jurisdiction for the enforcement of that Act; and

**Whereas** the requirements set out in O.Reg 244/02 FEES AND CHARGES, under the *Municipal Act, 2001*, SO 2001, c. 25 have been met; and

**Whereas** the Council of the Corporation of the County of Northumberland deems it expedient to pass a consolidated fees and charges by-law;

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**Now Therefore Be It Enacted** as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1. **That** the fees and charges as set out in Schedule “A” hereto and forming part of this by-law are hereby established and adopted by the Council of the Corporation of the County of Northumberland; and
2. **That** all fees listed in the attached Schedule, where applicable, shall be subject to Harmonized Sales Tax (HST); and
3. **That** all fees and charges under this by-law or any other by-law of the County are payable upon receipt of the service or thing, upon registration for the activity, upon or before the use of the property, or upon submission of the application; and
4. **That** no request by any person for any information, service, activity or use of County property described in Schedule “A” will be processed or provided by any County official unless and until the person requesting the information, service, activity or use of the County property has paid the applicable fee or charge to the County in the prescribed amount as set out in Schedule “A”; and
5. **That** notwithstanding Section 4 of this bylaw, the payment of fees and charges for certain requests for information, service, activity or use of County property described in Schedule A may be made upon receipt of an invoice issued by the County of Northumberland, the receipt of which may post date the provision of the requested information, service, activity or use of the County property; and
6. **That** in the event that any information, service, activity or use of County property is requested by a person, and a fee or charge for such information, service, activity or use of County property has not been specifically provided for in this by-law or any other by-law, a fee or charge shall be calculated by County staff and such fee or charge shall be adopted by Council and shall be deemed to be included in Schedule “A”; and
7. **That** unless otherwise prescribed and where facilities are available, the fees and charges established by this by-law may be payable to the County of Northumberland by cash, money order, certified cheque, cheque, or debit card when due; and
8. **That** fees and charges that have been imposed in accordance with this by-law that remain unpaid after the date on which they are due shall be subject to interest at a rate of 15% per annum (1.25% per month); and
9. **That** fees and charges that have been imposed in accordance with this by-law that remain unpaid after the date on which they are due, including any interest charges, may be added by the Treasurer of the municipality to the tax roll for any property to which a service or thing was supplied, or in all other cases any property for which all

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of the owners are responsible for paying the fees and charges, and the Treasurer is hereby authorized to make a request to a local municipality for such purpose; and

10. That in the event that any part of this by-law, including any part of Schedule "A" determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law shall be severable and that the remainder of this by-law, including the remainder of Schedule A, as applicable, shall continue to operate and to be in force and effect; and
11. That this by-law may be cited as the "Fees and Charges By-law"; and
12. That this By-law shall take effect ~~upon final passing thereof~~; and  
On March 1, 2025
13. That by-law 09-2024 of the Corporation of the County of Northumberland regarding the payment of fees and charges ~~be hereby repealed~~; and <sup>MM</sup>  
be repealed effective March 1, 2025
14. That notwithstanding the repeal of by-law 09-2024 any fee or charge payable pursuant to that by-law at or prior to the time of that by-law's repeal remains payable in accordance with that by-law as it read at the time of its repeal and any penalties imposed on outstanding fees or charges pursuant to that by-law prior to its repeal shall remain valid and shall continue to accrue in accordance with that by-law as it read at the time of its repeal.

That By-law 08-2025 be introduced and be deemed to be read a first, second and third time, be passed, signed and sealed this 19<sup>th</sup> day of February, 2025.

  
Brian Ostrander, Warden

  
Maddison Mather, Clerk



## Schedule “A” to By-law 08-2025

### Fees & Charges

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Goods/Services	Fee	Comments
<b>Corporate</b>		
Interest on overdue accounts	1.25% per month after 30 days	Except on levy installments
NSF Cheques	\$45.00	Unless otherwise provided by legislation
Courses/training	Full cost recovery	-
Freedom of Information (FOI) Requests – Non-Refundable Application Fee	Per the Freedom of Information and Protection of Privacy Act (MFIPPA) - \$5.00	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Search Time	First 30 minutes free, thereafter \$30.00 per hour	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Photocopying	\$- 0.20 per copy	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Computer Programming	\$15.00 per 15 minute intervals, or \$ 60.00 per hour	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI - DVD/CD	\$5.00 per disk	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Preparation Time	\$7.50 per 15 minute intervals, or \$30.00 per hour	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Chargeback Fees	As billed	Contact County Clerk for: further information, deposits, waivers, and appeals
FOI – Delivery by Courier	As billed	Contact County Clerk for: further information, deposits, waivers, and appeals

<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
FOI – Deposits for Amount over \$100.00	50% of estimate	Contact County Clerk for: further information, deposits, waivers, and appeals
County Flag	\$91.00	Taxes included
Collection Agency Fees	Agency 1 - 15.25% 1st Placement 23% 2nd Placement Agency 2 - 13% 1st Placement 24% 2nd Placement	Full cost recovery unless otherwise provided by legislation
Community Boardroom (600 William St.)	\$150.00/day \$75.00/ half day	Price subject to applicable Taxes Fees may be waived for non-profit groups subject to approval.
Cost Recovery	Full cost recovery	Legal /Filing Fees

<b>Provincial Offences Act (POA)</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Collection Agency Fees	TSI fees 15% 1 <sup>st</sup> placement 21.00% 2 <sup>nd</sup> placement  CBV Fees 14.50% 1 <sup>st</sup> placement 20.00 2 <sup>nd</sup> placement	-
Internal Collection Fees Part 1 Offences	\$30.00 per case	-
Internal Collection Fees Part 3 Offences	\$30.00 per case	-
Administration fee for POA cases at certification of default stage	\$30.00 per case	-

Northumberland County Archives & Museum		
Goods/Services	Fee	Comments
<b>Photocopying and computer print outs</b>  Monochrome prints (black and white) <ul style="list-style-type: none"> <li>Letter/legal size paper</li> <li>--</li> <li>Ledger size paper</li> </ul> Colour prints <ul style="list-style-type: none"> <li>Letter/legal size paper</li> <li>Ledger size paper</li> </ul>	   \$0.25/page  \$0.50/page  0.50/page 0.75/page	Taxes included  Photocopies of original source materials are subject to staff approval.
<b>Scanning/Digitization</b> <ul style="list-style-type: none"> <li>Scan of image</li> <li>Scan of document</li> <li>CD</li> </ul> Price of scan includes emailing of image. Where archival materials are too large or fragile to scan, NCAM may provide a photograph of the material.	\$5.00/image \$5.00/document* \$5.00/CD  *Multi-page documents over 20 pages will be charged an additional \$0.25/page	Taxes Included  Where digitized file is too large to email, file will be shared via NextCloud or saved to a CD purchased from NCAM. Please note that NCAM is unable to save to personal USB/jump drives.
<b>Research</b> <ul style="list-style-type: none"> <li>30 minute on-site assistance</li> <li>30 minute look-up for email/mail/telephone requests</li> <li>More than 30 minutes</li> </ul>	\$0.00  \$0.00  \$30.00/hour* *minimum charge of \$15.00. Charged in 30 minute increments.	Taxes included  Research/assistance will be completed by trained and experienced staff or volunteers. Requestors will be notified of any additional charges prior to the commencement of additional research. Research fees do not include the cost of photocopies or digitization



Admission	By donation	-
<b>Programming</b>  Workshop, seminars, speaker series, private events, etc. School and homeschool groups within Northumberland County  School and homeschool groups outside of Northumberland County	Cost recovery of supplies/facilitators fees  By Donation  \$ 5.00 per student	No fee for teachers and chaperones

Note, the following applies to all NCAM charges noted above:

- Payment for services must be received in advance of request being processed by NCAM staff
- Payment can be made online, cash, cheque or money order (made payable to Northumberland County)

<b>Waste</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Bag Tags	\$4.25 each	-
Tipping Fees – All Landfills & Transfer Stations		
All Materials (excluding Residential Recyclable, Tires, HHW, Electronics, and the First 200Kgs of residential Leaf & Yard Waste)	\$13.00 Minimum \$130.00 per metric tonne	
Private / Commercial Leaf & Yard Waste	\$ 13.00 Minimum \$130.00 per metric tonne	
Mattress or Box Spring	\$ 20.00 each	Price includes applicable taxes
Unsegregated Waste Load Surcharge	\$130.00 per metric tonne \$13.00 Minimum	Total fee \$260/metric tonne Total fee \$26.00 minimum
Green Bin	\$20.00	Price includes applicable taxes
Composter	\$50.00 – Tumbler Style \$40.00 – Crate Style \$5.00 – Plastic Bucket	Price includes applicable taxes
Blue/Grey Box	\$ 8.50 – 87 L \$ 8.50 – 47 L \$ 0.00 – Lid	Price includes applicable taxes
Private -/Commercial Recycling	\$130.00 per metric tonne \$ 13.00 Minimum	-
Bin Delivery	Full Cost Recovery	-

<b>Transportation</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Maps	\$4.00	Price includes applicable taxes
Tender – Blueprints/Drawings	Cost recovery – based on document size	-
Permit – Annual fee	\$200.00	-
Permit – Single trip	\$50.00	-
Permit – Entrance Residential	\$250.00	-
Permit – Entrance Commercial	\$500.00	-
Permit - Setback	\$250.00	-
Permit – Entrance & Setback Residential	\$300.00	-
Permit – Entrance & Setback Commercial	\$600.00	-
Permit – Road Cut	\$100.00	-
Permit – Permission to Bore	\$100.00	-
Permit – Permission to Enter a County Road	\$100.00	-
Entrance Installation	Full cost recovery plus a 10% administrative fee	-
Accidents	Full cost Recovery plus a 10% administrative fee	-
Surface Treatment	Full cost recovery plus a 10% administrative fee	-

Ontario Agri-food Venture Centre			
	Incubation Clients	Northumberland Entrepreneurs	Comments
<b>Room Rentals:</b>	-	-	-
Conference Room Half day rate (up to 4 hours) Full day rate (4 to 7 hours)	\$56.00 \$112.00	\$49.00 \$97.00	-
<b>Fruit and Vegetable Processing Room</b> Trial Shift (up to 4 hours, + 1 staff, limited) New Product Trial (up to 4 hours, +1LH) current clients only Half Shift rate (up to 4 hours) Full Shift rate (4 to 7 hours)	\$370.00 \$345.00 \$193.00 \$294.00	\$315.00 \$294.00 \$165.00 \$250.00	All types of 'Trial' shifts run no more than 4 hours in duration and can include the processing of not more than 60 kg or 60L. Finished product samples must undergo micro-analysis at an independent accredited lab before being released from property.
<b>Production Kitchen</b>	-	-	-
Trial Shift (up to 4 hours, + 1 staff, limited)	\$370.00	\$315.00	
New Product Trial (up to 4 hours, +1LH) current clients only	\$345.00	\$294.00	
Half Shift rate (up to 4 hours)	\$203.00	\$173.00	
Full Shift rate (4 to 7 hours)	\$315.00	\$268.00	
<b>Ambient Processing Room</b>			
Trial Shift (up to 4 hours, + 1 staff, limited)	\$370.00	\$315.00	
New Product Trial (up to 4 hours, +1LH) current clients only	\$345.00	\$294.00	-
Half Shift rate (up to 4 hours)	\$193.00	\$159.00	
Full Shift rate (4 to 7 hours)	\$294.00	\$250.00	
Room Rental	\$2,056.00	-	
<b>Packaging Area</b> Half Shift rate (up to 4 hours) Full Shift rate (4 to 7 hours)	\$ 116.00 \$207.00	\$96.00 \$170.00	

<b>Carbonated Beverage Room</b>			
Basic Carbonated Beverage Trial (Small Batch)	\$1,618	\$1,397	Fees and Charges incorporating market rates may vary based on market value.
Carbonated Beverage Full Batch	\$2,162	\$1,914	
Room Rental	-	\$1,156	
New Processing Room Trail Shift (Up to 4 Hrs, + 1 staff, limited)	\$370.00	\$315.00	-
New Product Trial (up to 4 hours, + 1LH) current clients only	\$345.00	\$294.00	
Half Shift rate (Up to 4 hours)	\$178.00	\$151.00	
Full Shift rate (4 to 7 hours)	\$274.00	\$233.00	
<b>Prep Room</b>			-
Trial Shift (up to 4 hours, + 1 staff, limited)	370.00	\$315.00	
New product Trial (Up to 4 hours, +1LH) current clients only	345.00	\$294.00	
Half Shift rate (up to 4 hours)	163.00	\$139.00	
Full Shift rate ( 4 to 7 hours)	254.00	\$216.00	

<b>Farmers' Market Area</b> Daily Stall Rate	\$26.00	\$22.00	Additional fees are based on a cost
4 month (seasonal) stall lease rate	\$258.00	\$218.00	
Absentee Charge (per market day absent/closed, seasonally leased stalls only)	\$26.00	\$22.00	
<b>Training Room</b> Full Day Rate (up to 7 hours)	\$361.00	\$309.00	
Notes – A room 'half shift rate' is warranted for reservations that will see completion of work in less than 4 hours, a 'full shift rate' is to be used for any production process requiring between 4 to 7 hours to complete. Clients will be required to select their shift length (Full or Half) at time of booking. Clients exceeding their allocated time will be charged additional fees. Clients requiring additional cleaning time due to volume or complexity of cleaning may be required to reduce production time.			
<b>Services:</b>	-	-	-
<b>Labour Fees</b> Cost per person, per hour	\$30.50	\$26.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Production Room Sanitation Fee</b> 4 hours of labour	\$122.00	\$104.00	May be waived when OAFVC Food Production Workers are secured as labour for applicable shift.
<b>Sanitation Overtime Fee</b> Cost per person, per hour	\$60.00	\$51.00	Rate is applied to sanitation time (including dish-washing) when production exceeds scheduled booking.
<b>Multi-Head Filler Set-up + Calibration Fee</b> 3 hours of labour	\$91.50	\$78.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Labelling Fee</b> 4 hours of labour minimum	\$122.00	\$104.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Date/Batch coding</b> Per Batch	\$10.25	\$8.75	Rate is applicable only when Centre is equipped to offer as an internal service.

<b>OAFVC Products “Sampler Box”</b> Cost per box	\$60.00	\$60.00	Fee based on a cost recovery and is subject to change.
<b>Safe Food for Canadians</b> SFCR Sustainability Fee (monthly)	\$70.00	\$60.00	<b>Rate is applicable only when Centre is equipped to offer as an internal service.</b>
- Non-Disclosure of OAFVC-tied SCFR License	\$5,000	\$5,000	Fees are based on cost recovery and are subject to change.
Shipping Beyond Ontario without SFCR License	\$5,000.00	\$5,000.00	
Misrepresenting relationship with OAFVC CFIA, Health Unit, or other Licensing Body	\$5,000.00	\$5,000.00	
Food Safety Audit Support per instance	\$1,500.00	\$1,250.00	Plus production shift fees when applicable
<b>Production Shift Consultation</b> Up to 2 hours production observation to identify production shift efficiencies, results presented as Workflow Opportunity Notes	\$225.00	\$191.00	Rate is applicable only when Centre is equipped to offer as an internal service.

<b>Business Expansion Consultation</b> Up to 7 hours food business expansion consultation	\$800.00 (plus expenses)	\$680.00 (plus expenses)	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Nutritional Facts Table Generation</b> (electronic .tiff file up to two proof-revisions included)	\$50.00	\$43.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Surface Protein (Allergen) Test</b> Food Contact Surfaces swab for allergens, (per swab)	\$36.00	\$31.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Moisture Analysis Test</b> per test	\$28.00	\$25.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>PH Test</b> per test	\$28.00	\$25.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Viscosity Test</b> per test	\$28.00	\$25.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Water Activity Test</b> per test	\$28.00	\$25.00	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Used Wooden Pallet</b> Cost per pallet to ship items offsite.	\$12.50	\$9.50	Rate is applicable only when Centre is equipped to offer as an internal service.
<b>Food-Waste Disposal Fee</b> Cost per instance for amounts up to one tonne	\$220.00	\$187.00	Rate is applicable only when Centre is equipped to offer as an internal service. Additional Fees may apply. In case of unpaid storage, goods left onsite will be deemed "abandoned" and will be discarded. Disposal fees will apply.
Note – Additional fees are based on a cost recovery basis. All fees are subject to change			
<b>Storage Fees:</b>			



<b>Dry/Ambient Standard Storage</b> per pallet (40"x48"x48") per week	\$8.25	\$7.25	Storage is billed weekly, invoiced monthly. Requests for inventory checks to be completed by staff will be billed hourly with a minimum of one hour of labour charged per instance.
<b>Dry/Ambient Oversized Storage</b> per pallet (40"x48"x49-72") per week. Limited space; prior approval required.	\$17.75	\$15.50	
<b>Cold Standard Storage</b> per shelf (47"x17.5"x16") per	\$ 5.25	\$ 4.75	Storage billed weekly, invoiced monthly. Requests for inventory checks to be completed by staff will be billed hourly with a minimum of one hour of labour charged per instance
week per pallet (40"x48"x48") per week	\$ 10.75	\$ 9.50	

<b>Cold Oversized Storage</b> per pallet (40"x48"x49-72") per week. Limited space; prior approval required.	\$24.00	\$20.75	
<b>Frozen/Freezer Standard Storage</b> per pallet (40"x48"x48") per week  extra pallet on freezer floor (weekly clients only. Limited space; prior approval required)	\$13.50  \$16.00	\$11.75  \$14.25	Storage billed weekly, invoiced monthly. Requests for inventory checks to be completed by staff will be billed hourly with a minimum of one hour of labour charged per instance
<b>Frozen Oversized Storage</b> per pallet (40"x48"x49-72") per week. Limited space; prior approval required.	\$30.00	\$26.00	
<b>Penalty for Non-Payment</b>	3% of total due will be added to the outstanding balance monthly	3% of total due will be added to the outstanding balance monthly	Penalty rate is applied to invoices after unpaid for 2 months  If sent to Collections Agency, Corporate Collection Agency Fees will be applied for full cost recovery

To qualify for "Northumberland Entrepreneur" rates, Clients must provide proof of Northumberland County property ownership, business ownership, or residence.

<b>Housing/Northumberland County Housing Corporation</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Laundry – Washer (Cold Wash)	\$ 1.25 per load	-
Laundry – Washer (Warm Wash)	1.50 per load	-
Laundry – Washer (Hot Wash)	1.75 per load	-
Laundry – Dryer	\$1.50 per load	-
Unit damage / repairs	Full cost recovery	-
NSF Cheques	\$20.00	-
Internal Transfer Charge	\$250.00	-
Filing Fees Landlord Tenant Board	Full Cost Recovery based on fees charged by the Landlord Tenant Board.	-
Sheriff Fees (Enforcement, Filing and Mileage)	Full cost Recovery, based on fees charged by the Superior Court	-
Optional Appliance – Freezer or Air Conditioner	Extra \$5.00 each per month	-
<b>Note:</b> <b>Fees must be approved by NCHC's Board of Directors prior to County approval</b>		

<b>Paramedics</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Paid Duty Service	\$250.00 /hour	Includes 2 Paramedics Minimum 4 hour charge
Document Requests	\$ 56.50	Per PHIPA & the Ambulance Act

<b>Business Entrepreneurship Centre Northumberland</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Business Growth Program	\$10.00 to \$199.00	Formal membership program providing existing established business targeted development.
Workshop or seminar registration	\$15.00 to \$80.00	Dependent on speaker fee

<b>Food 4 All</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Food Banks annual base fee	\$150.00	This annual base fee allows for access to warehouse products, including fresh and non-perishable items purchased for local foodbanks
School Nutrition Program annual base fee	\$250.00	This annual base fee allows for access to warehouse products (including items purchased for school programs) and access to monthly food deliveries (to most schools)
Community Group annual base fee	\$150.00	This annual base fee allows for access to donated warehouse products
Food Bank and Community Groups user fee/handling charge	\$0.50 per case	This user fee will be charged annually to each Food Bank and Community Group for every case of product received from Food 4 All in the previous calendar year
School Nutrition Program user fee/handling charge	\$0.50 per case	This user fee will be charged annually to each School Program for every case of product received from Food 4 All in the previous school year (September – June)
<b>Storage Fees</b>		
Cold Storage	\$40.00	Per Pallet Per Month
Freezer Storage	\$40.00	
Dry Storage	\$30.00	

<b>Golden Plough Lodge</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Guest Meals	\$10.00	-
Hairdresser space rental	Per contract	-
Catering	Full cost recovery plus administrative fee	-
Room Usage (set up, take down, cleaning; no use of kitchen)	\$75.00	3 hours staff labour
NSF Cheques or Pre-Authorized Payments	\$20.00	-

<b>Plumbing Fees</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Residential and Industrial/Commercial/Institutional (ICI) Base Fee (Includes maximum of 6 inspections)	\$165.00	-
Rate per Fixture	\$19.00	-
Plumbing Re-Inspection/Special Inspections	\$55.00/hour	-
Extraordinary travel costs	Full cost recovery	-
ICI & Multi-Residential Buildings Exterior Site Services (per linear meter)	\$1.21 per linear meter	-
Plan Review (Included but not limited to all ICI and Multi-Residential buildings)	\$100.00	-
Manhole, Catch Basin, Interceptor, Sump, Fire Hydrant etc. (per structure).	\$22.00	-
Dwelling Water Service, Sanitary and Storm sewer (per connection)	\$19.00	Include connection to municipalities water supply, sanitary sewage and stormwater and private sewage connection to on-site sewage system
Conditional Plumbing Permit	n/c	Eliminate Fees

Plumbing Permit revisions after issuance of permit	\$110.00 + additional fixture	-
Transfer of permit to new owner	\$140.00	-
Alternative Solution Examination	\$550.00	-
Permit Re-activation	\$110.00	-
Building Without a Permit if work has started	15% + regular permit fees	Fee adjustment as per current practice/operation
Building Without a permit if work has started and an order to comply or stop work order has been issued	25% + regular permit fee	-
Backflow Prevention Device – New or Replacement with no related permit	\$150.00	-
Backflow Prevention Device with related permit	\$50.00	-
File search/Request for copy of Plumbing Approvals	\$75.00	
Plumbing demolition	\$165.00	New fee

<b>Sewage System Fees</b>		
	<b>Fee</b>	<b>Comments</b>
<b>Applications and Permits</b>	-	-
Application for a Sewage System - Class 2, 3, or 4	\$ 965.00	-
Class 5 Sewage systems or treatment unit replacement tank	\$500.00	-
Septic Permit Review - If change to design that requires a site visit/inspection	\$ 275.00	Fee adjusted as per current practice/operation
Septic Permit Revision Review if change to design does not require a site visit/inspection	\$175.00	Fee adjusted as per current practice/operation
Extraordinary travel costs	Full cost recovery	-
Repairs and alterations to a Sewage System	\$ 500.00	-
File search/Request for copy of Septic Approvals	\$75.00	-
Refund (if no inspection has been made, administration costs only)	n/a	Refunds issued per Building By Law
Refund (if initial inspection has been made)	n/a	Refunds issued as per Building By Law
Sewage System Review for Additions/Renovations/Change of use	\$250.00	-
Sewage System Permit transfer	\$140.00	-
Alternative Solution Examination	\$550.00	-
Permit Re-activation	\$110.00	-
Transfer of permit to new owner	\$140.00	-
Building Without a permit (If work has started)	15% + regular permit fee	Fee adjustment as per current practice/operation
Building without a permit (if work has started an order to comply or stop work order has been issued	25% + regular permit fees	Fee adjustment as per current practice/operation
Septic System demolition	\$165.00	New fees
<b>Development Review</b>		
Severance/Lot Addition Applications	\$ 400.00	-
<b>Subdivision Applications</b>		
a) 1 to 10 lots	\$300.00	-
b) Each lot after 10	\$150.00	-
Minor Variance Applications	\$300.00	-

Zoning By-law Amendment Applications	\$300.00	-
Site Plan Applications	\$500.00	-
<b>Administration Fees</b>	<b>Fee</b>	<b>Comments</b>
Hourly Administration Fee	\$60.00/hour	Minimum of 1 hour
Compliance Letter for plumbing or septic systems	\$100.00	-
Re-Inspections/Services/Special Inspections	\$100.00	-

<b>Geographic Information System (GIS)</b>		Prices include applicable taxes
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
PDF Map on a CD	\$10.00	-
Map - Hardcopy 8.5 x 11	\$15.00	-
Map - Hardcopy 11 x 17	\$15.00	-
Map - Hardcopy 17 x 22	\$25.00	-
Map - Hardcopy 22 x 34	\$25.00	-
2013 SCOOP Orthophotos (by km <sup>2</sup> )	\$25.00 per tile	Data sharing agreement required
2008-20 cm Orthophotos (by km <sup>2</sup> )	\$25.00 per tile	Data sharing agreement required
2018 Orthophotos (by km <sup>2</sup> )	\$ 25.00/tile	Data sharing agreement required
203 Orthophotos (by KM2)	\$50.00 per tile	Data sharing agreement required
Digital Vectors or Tabular Data	\$50.00/layer Pending review by Manager, Project Engineering	-
Digital Vectors	\$500.00/layer minimal attributes	-



<b>Forest</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
Advertising	Full Cost Recovery	
Special Event Permit – a) Up to 50 people b) 50 or more people and less than 150 people c) 150 or more people and less than 250 people d) 250 people or more	\$100.00 per day* \$300.00 per day* \$500.00 per day* \$750.00 per day*	Fees may be waived for non-profit groups (subject to approval). *Additional cost recovery for any staff time required at event.
Film Permit (use of land)	Per contract	Damage deposit may be required – specified in contract

<b>Land Use Planning</b>		
<b>Goods/Services</b>	<b>Fee</b>	<b>Comments</b>
<b>County Official Plan Amendment</b>		
Application Fee	\$5,000.00	\$5,000.00 deposit required with application fee
<b>Area Municipal Official Plan Amendment (Privately Initiated)</b>	-	-
Review Fee	\$1,500.00	-
Approval Fee	\$1,000.00	-
<b>Subdivision/Condominium Applications in Alnwick/Haldimand, Cramahe and Hamilton</b>	-	-
Application Fee	\$5,000.00	\$1,000.00 deposit required with application fee
Recirculation Fee	\$500.00	Applied prior to draft approval
Final Approval Fee	\$1,000.00	Fee charged per plan registration
Revisions /Amendments/Change to Conditions/Extension to Draft Approval	\$1,000.00	-
<b>Subdivision/Condominium Applications in Brighton, Cobourg, Port Hope and Trent Hills</b>	-	-
Review Fee	\$1,000.00	-
Clearance Fee	\$500.00	-
<b>Consent</b>	-	-
Review Fee	\$350.00	Fee charged per application
<b>Zoning By-law Amendment</b>	-	-
Review Fee (stand-alone not related to another application)	\$750.00	-
Review Fee (condition of a related application)	\$250.00	-
<b>Part-lot Control Exemption</b>	-	-
Approval Fee	\$500.00	-
<b>Minor Variance</b>	-	-
Review Fee	\$350.00	-
<b>Site Plan</b>	-	-
Review Fee	\$350.00	-
<b>Other Provincially Regulated Development</b>	-	-

Review Fee	\$750.00	Fee charged for provincially regulated development proposals
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