

# **TOWNSHIP OF ADMASTON/BROMLEY**



477 Stone Road, RR 2  
Renfrew ON K7V 3Z5

## **PUBLIC MEETING**

Thursday, April 6<sup>th</sup>, 2017 @ 7:00 p.m.

1. Call Meeting to Order
2. Disclosure of Pecuniary Interest
3. Report on Changes to Fee By-Law
4. Reading of Written Comments/Questions
5. Comments/Questions from the Public
6. Comments/Questions from Council
7. Additional Information and Notification of Decision
8. Closure of Public Meeting

## REPORT

Date: April 6, 2017

To: Council

Re: Fee By-Law

From: Annette Gilchrist

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On February 3<sup>rd</sup>, 2017 the Budget Finance and Human Resources Committee considered a staff report regarding changes to the Township Tariff of Fees By-Law.

In accordance with Section 391(1) of the Municipal Act 2001 and as set out in the Building Code Act and the Ontario Building Code, as amended, a public meeting to consider a staff report and proposed revisions to the Fee By-Law including the setting of new fees for Building Permits, Septic Permits, Waste Management Fees and Planning Application Fees was advertised in two local newspapers and on the Township's social media sites.

The Fees to be increased include:

Farm Buildings Permit Fees \$0.20 per sq ft  
Farm Buildings minimum \$100.00  
Demolition minimum \$100.00  
Class 4 Septic Permit \$400.00  
Class 5 Septic Permit \$400.00

Official Plan Amendment \$1100.00  
Zoning By-Law Amendment \$950.00  
Minor Variance \$600.00

Single-Axle Truck Tipping Fee \$150.00  
Roll-Off Bin Tipping Fee \$250.00  
Tandem Truck Tipping Fee \$250.00  
Semi-Trailer Tipping Fee \$300.00  
Tri-Axle Truck Tipping Fee \$300.00  
Operator Costs (minimum of 3 hours) \$20.00 per hour  
for opening landfill after regular hours

The justification for increasing these fees is set out below.

### Building and Septic Permits

The Township costs in providing building and septic application services consists of 88% staff costs and 12% overhead and supply costs. Currently the revenue received for building and septic application services is operating at a loss of \$523.00 per year. This gap will continue to grow with basic inflationary increases. The application fees have

been increased to reflect the costs to the Township and to help ensure that revenues cover these costs. When application volumes fluctuate so does staff time and costs incurred. The amounts being considered will ensure 100% recovery of both the administration and enforcement costs for building and septic application services from the applicants.

### Planning Application Fees

The Council of the County of Renfrew recently passed a revised Tariff of Fees By-Law increasing many of the fees but specifically the following which are billed directly to the Township in regards to planning applications:

Official Plan Amendment \$700.00  
Zoning By-Law Amendment \$550  
Minor Variance \$250

The Consent Application fee which is payable directly to the County has also been increased to \$900.00.

The Township Fee By-Law currently charges the following for the above applications:

Official Plan \$600  
Zoning By-Law \$500  
Minor Variance \$300

We also have to pay for advertising, notice mail outs and in the case of a Minor Variance the Committee of Adjustment review. These services used to be revenue neutral however now they are being partially funded by the Township levy. The amounts being considered will ensure the full recovery of these costs from the applicants.

### Tipping Fees

The Township's 2016 waste management costs were \$238,000. The revenue from Tipping Fees was \$20,000. In comparing Admaston/Bromley's tipping fees with neighbouring municipalities, the amounts being considered will ensure we are on par with those surrounding us and will help the Township recover some of the costs on a user fee basis from those consuming landfill space and thereby decreasing the life of the Township's waste management assets.