

THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2018-38

BEING A BY-LAW TO IMPOSE FEES AND CHARGES WITH RESPECT TO THE PROVISION OF ADMINISTRATION SERVICES BY THE CORPORATION OF THE TOWNSHIP OF SEVERN

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WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, Section 391., authorizes a Municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board and for the use of its property, including property under its control;

AND WHEREAS it is deemed expedient to establish a tariff of fees for the provision of administration services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. That fees and charges with respect to administration services provided by the Corporation of the Township of Severn in the form of Schedule "A" attached hereto and forming part of this By-law be and they are hereby adopted.
2. That this By-law shall come into force and effect on the date of passing thereof.

By-law read a first and second time this 6<sup>th</sup> day of June, 2018.

By-law read a third time and finally passed this 6<sup>th</sup> day of June, 2018.

CORPORATION OF THE TOWNSHIP OF SEVERN

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK

**SCHEDULE "A" TO BY-LAW NO. 2018-38**

<b>ADMINISTRATION DEPARTMENT</b>	
<b>SERVICE</b>	<b>FEEES</b>
<b>Bailiff Fees for Unpaid Fees/Taxes</b>	Actual Cost (Incl. HST)
<b>Certified Copy of By-law</b>	\$.30/page (Incl. HST)
<b>Certified Copy of Documents</b> <i>(not related to municipal business)</i>	\$20.00 + HST
<b>Commissioning of Documents</b> <i>(not related to municipal business)</i>	\$20.00 + HST
<b>CD's</b>	\$10.00 + HST
<b>Encroachment</b>	\$500.00
<b>Land Acquisition / Sale</b>	Actual Costs + HST \$6,500.00 deposit \$350.00 non-refundable + HST
<b>Legal Fees</b>	Actual Costs (Incl. HST)
<b>Ontario Provincial Police False Alarms - after 3 false alarms to same location in one calendar year</b>	\$100.00 + HST
<b>Non-Sufficient Funds Cheque</b>	Actual Cost
<b>Photocopying</b>	\$.30/page (Incl. HST)
<b>Records Preparation / Search</b>	\$7.50 / ¼ hour + HST
<b>Tax Certificate / Confirmation of Realty/Commercial Taxes</b>	\$30 .00 (Incl. HST)
<b>Tax Registrations</b>	Actual Costs/Legal Fees (Incl. HST)
<b>Township Flags</b>	Actual Cost (Incl. HST)
<b>Township Lapel Pins</b>	\$5.00 + HST
<b>Township Maps</b>	\$5.00 + HST
<b>Township Poll / Ward Maps</b>	\$10.00 + HST