



## **By-Law No. 2025-38**

### ***Being a By-law to establish user fees and charges administered by the Corporation of the Township of Dubreuilville***

WHEREAS section 9 & 10 of the *Municipal Act, 2001, S.O. 2001, c.25*, authorizes Council to establish fees or charges on persons;

AND WHEREAS the Council for the Corporation of the Township of Dubreuilville deems it desirable, as per section 391, of establishing fees for certain charges, municipal services or activities provided or done by or on behalf of it;

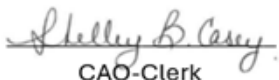
NOW, THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the Township of Dubreuilville enacts as follows:

1. That the user fees or service charges, as outlined in Schedule "A" attached hereto and forming part of this by-law, be implemented and take effect upon the date of its passing.
2. That such services and activities will not be provided until payment of the appropriate fee or charge has been received.
3. That By-Law No. 2021-11, 2023-67 and 2024-24 are hereby repealed.
4. This By-law shall come into force and take effect upon the passing thereof.

READ a first, second and third time and be finally passed this 27<sup>th</sup> day of August 2025.



Deputy-Mayor



CAO-Clerk



The Corporation of the Township of Dubreuilville

USER FEES

BY-LAW No. 2025-38

Updated August 20, 2025

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The Corporation of the Township of Dubreuilville

USER FEES

By-Law No. 2025-38

Section	Fee Detail	Unit	Price	HST	Total Price
<b>Corporate Services</b>					
<b>1. General Services</b>					
1.1 Fax Charges					
	1.1.1 1 to 5 pages	Page	4.42	0.58	5.00
	1.1.2 6 to 10 pages	Page	8.85	1.15	10.00
	1.1.3 over 10 pages	Page	17.70	2.30	20.00
1.2 Photocopy Costs					
	1.2.1 Black Ink - Regular Price	Copy	0.53	0.07	0.60
	1.2.2 Black Ink - Non-Profit Groups	Copy	0.44	0.06	0.50
	1.2.3 Black Ink - with own paper	Copy	0.31	0.04	0.35
	1.2.4 Colour Ink - Regular Price	Copy	1.15	0.15	1.30
	1.2.5 Colour Ink - Non-Profit Groups	Copy	0.62	0.08	0.70
	1.2.6 Colour Ink - with own paper	Copy	0.49	0.06	0.55
	1.2.7 Picture Printing - Regular Price (8½ X 11)	Page	3.54	0.46	4.00
	1.2.8 Picture Printing - with own paper (8½ X 11)	Page	2.65	0.35	3.00
	1.2.9 Canadian Firearm Licence Picture	Picture	8.85	1.15	10.00
1.3 Laminating Cost					
	1.3.1 Business Card Size	Card	1.99	0.26	2.25
	1.3.2 Letter Size	Page	3.98	0.52	4.50
	1.3.3 Legal Size	Page	5.97	0.78	6.75
	1.3.4 Menu Size (11X17)	Page	7.96	1.04	9.00
1.4 Freedom of Information					
	1.4.1 Copy or re-production of documents related to Municipal Property Owners	1 to 5 pages	4.42	0.58	5.00
		6 to 10 pages	8.85	1.15	10.00
		over 10 pages	17.7	2.30	20.00

**The Corporation of the Township of Dubreuilville**

**USER FEES**

**By-Law No. 2025-38**

<b>Section</b>	<b>Fee Detail</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
<b>1.5 Commissioner Services</b>					
	1.5.1 Document Certification (Resident)	Each	8.85	1.15	10.00
	1.5.2 Document Certification (Non Resident)	Each	22.12	2.88	25.00
	1.5.3 Sale of Property	Each	35.40	4.60	40.00
<b>1.6 Marriages</b>					
	1.6.1 Marriage License	Each	100.00		100.00
	1.6.2 Registration Fee	Each	75.00		75.00
	1.6.3 Marriage Ceremony	Each	225.00		225.00
	1.6.4 Marriage Ceremony outside regular business hours	Each	275.00		275.00
	1.6.5 Cancellation of ceremony administration fee	Each	100.00		100.00
<b>1.7 Rental of Municipal Building</b>					
	1.7.1 Multi-Hall with no use of kitchen/Bar	Per Day	100.00	13.00	113.00
	1.7.2 Multi-Hall with use of kitchen/Bar	Per Day	150.00	19.50	169.50
	1.7.3 Multi-Hall with no use of kitchen/Bar (Non-Profit)	Per Day	50.00	6.50	56.50
	1.7.4 Multi-Hall with use of kitchen/Bar (Non-Profit)	Per Day	80.00	10.40	90.40
	1.7.5 Access to rental space before and/or after event	Per Day	25.00	3.25	28.25
	1.7.6 Members of Parliament	No Charge			
	1.7.7 Council Room (per Approval)	Per Day	100.00	13.00	113.00
	1.7.8 Municipal Complex Hallway	No Charge			
	1.7.9 Coffee or water jug for meeting or training only	Per Day	22.12	2.88	25.00
	1.7.10 Locker Items	Per Rental	22.12	2.88	25.00

**\*Tables and chairs are included with any hall rental (to remain on site)**

**\* All organisations/committees under the Township have free hall rentals**

**\* Strongman Challenge Dubreuilville**

**\* Dubreuilville Volunteer Fire Department**

**\* Recreation Committee and any other newly created organization**

**\* Comité Funéraire 75.00 + tax for 2 days**

**The Corporation of the Township of Dubreuilville**

**USER FEES**

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<b>Section</b>	<b>Fee Detail</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
1.8 Rental of Machinery				
1.8.1 Skyjack	Per day	100.00	13.00	113.00
Skyjack	Per week (7 days)	400.00	52.00	452.00
1.8.2 Kubota w/operator (sweeping) upon availability	Per hour	100.00	13.00	113.00
1.8.3 Grader w/operator (immediately within urban settlement ar	Per hour	134.74	17.26	152.00
<p><b>* Orée des Bois High School takes care of the annual inspection fee; therefore, has free use of the Skyjack</b></p> <p><b>* Renter in charge of mobilisation of skyjack (no deliveries)</b></p>				
1.9 Rental of winter equipment				
1.9.1 Skies	Per day	FREE		FREE
1.9.2 Snowshoes	Per day	5.00		5.00
<b>2. Finance Services</b>				
2.1 Outstanding Accounts				
2.1.1 Interest on Outstanding Accounts (A/R)	Monthly	1.25%		
2.2 Lottery Licences				
2.2.1 Break Open Ticket	Per Box	20.00		20.00
2.2.2 Raffles	Prize value	3%		
2.2.3 Bingos	Prize Value	3%		
2.2.4 Bingos (weekly or monthly) ex: T.V. Bingo	Event	5.00		5.00
2.3 Business Licences	<b><u>Refer to By-Law 2024-49</u></b>			
2.3.1 Non - Resident 48 hrs. max	Visit	100.00		100.00
2.3.2 Non - Resident	Annual	650.00		650.00

**The Corporation of the Township of Dubreuilville**

**USER FEES**

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<b>Section</b>	<b>Fee Detail</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
2.4	Property Taxes and Water & Wastewater (Utilities)				
2.4.1	Tax/Utility Certificate	1 item includes both	75.00		75.00
2.4.2	Copy or re-production of documents	1 to 5 pages	4.42	0.58	5.00
		6 to 10 pages	8.85	1.15	10.00
		over 10 pages	17.70	2.30	20.00
2.4.3	Property Taxes Interest	Monthly	1.25%		
2.4.4	Water & Wasterwater Interest	First Month (one time)	5%		
2.4.5	Registered Letter Charges	Each	25.00		25.00
2.4.6	Reconsideration for Water billing (Inspection)	Each	88.50	11.50	100.00
2.5	Miscellaneous				
2.5.1	NSF Service Charges	Each	40.00		40.00
<b>3.</b>	<b>Building Services</b>				
3.1	Building Permit				
3.1.1	First \$1,000 Estimated Value of Construction	Value	50.00		50.00
3.1.2	Each Additional \$1,000 thereafter	Value	10.00		10.00
3.2	Demolition Permit				
3.2.1	First 1,800 square feet	Area	50.00		50.00
3.2.2	Each Additional 1,000 square feet thereafter	Area	25.00		25.00
3.2.3	Any secondary building over 400 square feet	Area	40.00		40.00
3.3	Miscellaneous Permit				
3.3.1	Conditional Permit (See 4.1)				
3.3.2	Permit Renewal	Per Application	45.00		45.00
3.3.3	Inside & Outside Wood Appliance	Per Application	40.00		40.00
3.3.4	Moving Permit	Per Application	40.00		40.00
3.3.5	Locate Lot Boundaries easement	Per Lot	50.00		50.00
3.3.6	Occupancy Permit / Inspection Fee	Each	75.00		75.00
3.3.7	Compliance Letter	Each	75.00		75.00
3.3.8	No Refund				

**The Corporation of the Township of Dubreuilville**

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<b>Section</b>	<b>Fee Detail</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
<b>4. Land Use Planning</b>	<b><u>Refer to By-Law 2023-24</u></b>				
4.1 Applications					
	4.1.1 Zoning By-Law Amendment & Temporary Use By-Law	Each	1500.00		1500.00
	4.1.2 Removal of a Holding Provision	Each	600.00		600.00
	4.1.3 Minor Variance	Each	600.00		600.00
	4.1.4 Consent (Severance)	Each	1250.00		1250.00
	4.1.5 Consolidation of abutting lands / Deeming By-Law	Each	700.00		700.00
	4.1.6 Site Plan Control	Each	1500.00		1500.00
	4.1.7 Part Site Plan Control Amendment	Each	600.00		600.00
	4.1.8 Draft Plan Approval for Plan of Subdivision		3500.00		3500.00
	4.1.9 Official Plan Amendment	Each	1500.00		1500.00
	4.1.10 Schedule of maximum hourly fees				
	1. Solicitor	Hourly	375.00		375.00
	2. Project Engineer / Senior Engineer	Hourly	150.00 - 200.00		150.00 - 200.00
	3. Planner	Hourly	150.00		150.00
	4. Support Staff	Hourly	75.00		75.00
	<b>Community Services</b>				
<b>5. Recreation Centre</b>					
5.1 Arena Hall Rental					
	5.1.1 Arena Hall with no use of kitchen/bar	Per Day	100.00	13.00	113.00
	5.1.2 Arena Hall with use of kitchen/bar	Per Day	150.00	19.50	169.50
	5.1.3 Arena Hall with no use of kitchen/bar (Non-Profit)	Per Day	50.00	6.50	56.50
	5.1.4 Arena Hall with use of kitchen/bar (Non-Profit)	Per Day	80.00	10.4	90.40
	5.1.5 Access to rental space before and/or after event	Per Day	25.00	3.25	28.25

**\*Tables and chairs are included with any hall rental (to remain on site)**

**\* All organisations/committees under the Township have free hall rentals**

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USER FEES

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Section	Fee Detail	Unit	Price	HST	Total Price
					<b>25/26 Season</b>
* 2% increase at the start of new season	5.2.1 Adults / Non-Residents	Per Hour	79.65	10.35	90.00
* 2% increase at the start of new season	5.2.2 Adults / Non-Residents (Tournament)	Per Hour	97.35	12.65	110.00
* 2% increase at the start of new season	5.2.3 Local Highschool Students	Per Hour	58.41	7.59	66.00
* 2% increase at the start of new season	5.2.4 Minor Hockey - WSFSC (Reg. daily use) / Local Elementary students	Per Hour	39.82	5.18	45.00
	5.2.5 Public Skating (Free in 2020/2021-2022)	Per Person	2.00	0.00	2.00
* 2% increase at the start of new season	5.2.6 Ice - Winter Season Event	Per Day	380.53	49.47	430.00
* 2% increase at the start of new season	5.2.7 Ice - Summer Season Event	Per Day	272.57	35.43	308.00
	5.2.8 Ice - Decoration set-up prior to day of Event <b>(gives access to rental space)</b>	Per Day	26.55	3.45	30.00

**\*Price is based on actual people on ice using it and not the organisation**

Alamos 105.00\$ full Hour

Section	Fee Detail	Unit	Price	HST	Total Price
					<b>25/26 Season</b>
* 2% increase at the start of new season	5.3.1 Single	Annual	96.70	12.57	109.27
* 2% increase at the start of new season	5.3.2 Double	Annual	159.31	20.71	180.02
* 2% increase at the start of new season	5.3.3 Boards	Annual	322.30	41.90	364.20
* 2% increase at the start of new season	5.3.4 Zamboni	Annual	354.52	46.09	400.61

**\* The cost of the original fabrication of the sign will be an additional one time fee**

Section	Fee Detail	Unit	Price	HST	Total Price
	5.4.1 Non-Profit organisation (if available and not rented seasonal	Per Day	20.00	2.60	22.60
	5.4.2 Access to rental space before and/or after event	Per Day	10.00	1.30	11.30

**\*Arena Staff always has access even if rented out**

**The Corporation of the Township of Dubreuilville**

**USER FEES**

**By-Law No. 2025-38**

<b>Section</b>	<b>Fee Detail</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
<b>6. Green Lake Campground</b>					
6.1 Recreational Vehicle					
	6.1.1 May to October	Day	40.00	5.20	45.20
	6.1.2 May to October	Week	250.00	32.50	282.50
	6.1.3 May to October	Month	500.00	65.00	565.00
	6.1.4 May to October	Season	1500.00	195.00	1695.00
6.2 Recreational Vehicle ONLY					
	6.2.1 Winter Storage November to April <b>*(Earlier depending on the weather)*</b>	Winter Season	176.99	23.01	200.00
<b>7. Fire Department</b>					
7.1 Service & fees					
	7.1.1 Request for Fire report	Per Report	66.37	8.63	75.00
	7.1.2 Compliance Request (Letter Only)				
	1. Residential	Each	88.50	11.50	100.00
	2. Commercial / Industrial	Each	88.50	11.50	100.00
	3. Liquor Licence	Each	88.50	11.50	100.00
	7.1.3 Inspection				
	1. Residential (for insurance purposes)	Each	66.37	8.63	75.00
	2. Multi-Residential	Each	66.37	8.63	75.00
	3. Commercial / Industrial	Each	66.37	8.63	75.00
	7.1.4 Emergency Services on road/trail (outside municipal boundaries)				
	1. 1st Hour /per piece of equipment (per current MTO rates)	Each	570.50		570.50
	2. Each additional half hour / per piece of equipment	Each	285.25		285.25
	7.1.5 Stand-By Fee (Fire watch, scene protection, etc.)	Each	85.00		85.00
	7.1.6 Commercial Parking Lot Cleaning	Per Hour	100.00		100.00
	7.1.7 Air Tank Filling	Per Tank	40.00		40.00
	7.1.8 Use of Generator by Sault CACC	Per Day	75.00		75.00

The Corporation of the Township of Dubreuilville

USER FEES

By-Law No. 2025-38

Section	Fee Detail	Unit	Price	HST	Total Price
<b>7. Fire Department (Suite...)</b>					
	7.1.9 Smoke Alarm	Each	19.47	2.53	22.00
	7.1.10 Carbon Monoxyde Alarm	Each	26.55	3.45	30.00
	7.1.11 Batteries Smoke Alarm	Each	8.85	1.15	5.00
	7.1.12 Fire Permit	Each	22.12	2.88	25.00
<b>Infrastructure Services</b>					
<b>8. Water &amp; Wastewater</b>	<b><u>Refer to By-Law 2025-34</u></b>				
8.1 Service					
	8.1.1 New Connection to Water Distribution System	Each	177.00	23.00	200.00
	8.1.2 New Connection to Sewer System	Each	177.00	23.00	200.00
	8.1.3 Filling of Swimming Pool (Hydrant)	Per Occurrence	110.62	14.38	125.00
	8.1.4 Lagoon Tipping Fees (Emptying Wastewater)	Per Occurrence	132.75	17.25	150.00
	Request for amendment to application units (Includes				
	8.1.5 Inspection	Each	88.50	11.50	100.00
	8.1.6 Bulk Water	Per Liter	0.05	0.00	0.05
8.2 Maintenance Repairs					
	Water Shut-Offs / Turn-Ons (May to Nov.) *Additional fees				
	8.2.1 may apply	Per Occurrence	66.38	8.62	75.00
	Water Shut-Offs / Turn-Ons (Dec. to Apr.) *Additional fees				
	8.2.2 may apply	Per Occurrence	110.62	14.38	125.00
8.3 Emergency / After hours					
	Water Shut-Offs / Turn-Ons (May to Nov.) *Additional fees				
	8.3.1 may apply	Per Occurrence	132.75	17.25	150.00
	Water Shut-Offs / Turn-Ons (Dec. to Apr.) *Additional fees				
	8.3.2 may apply	Per Occurrence	221.24	28.76	250.00
	8 Request for amendment to applicable units (includes inspec	Per Occurrence	88.50	11.5	100.00
	8.1.7 Bulk Water	Per Litre	0.05		0.05

**The Corporation of the Township of Dubreuilville**

**USER FEES**

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<b>Section</b>	<b>Fee Detail</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
<b>9. Landfill site</b>	<b><u>Refer to By-Law 2024-08</u></b>				
9.1 Landfill Site Fees			Resident	Non-Resident	Closure
9.1.1 Request for assistance					
1. Regular hours of Twp Office (Mon-Fri)			35.00 + Landfill charge	35.00 + Landfill charge	
2. Evening & weekend if available			50.00 + Landfill charge	50.00 + Landfill charge	
9.1.2 Regular Pick-up Truck					
1. Half Load or less		Each	5.00	15.00	
2. Full Load		Each	10.00	22.50	
9.1.3 Small Utility Trailer (Similar to a Pick-up truck box)					
1. Half Load or less		Each	5.00	15.00	
2. Full Load		Each	10.00	22.50	
9.1.4 Large Utility Trailer (1 or 2 axle)					
1. Half Load or less		Each	10.00	30.00	
2. Full Load		Each	20.00	45.00	
9.1.5 Dump Truck / Gravel Truck		Per Load	350.00	525.00	
9.1.6 Contractor Bin					
1. 20 Yards		Per Load	500.00	750.00	250.00
2. 30 Yards		Per Load	750.00	1125.00	375.00
3. 40 Yards		Per Load	1000.00	1500.00	500.00
9.1.7 Dump Truck of contaminated waste (PW prior Approval required)		Per Load	750.00	1125.00	375.00

**\*The usage of the Dubreuilville landfill site will be at a cost to everyone, whether a taxpayer or not.**

**\* Two free coupons are available for two free trips of regular size pick-up truck or small utility trailer with a full load , per year with expiry date for residential roll numbers whose taxes are up-to-date.**

**The Corporation of the Township of Dubreuilville**

**USER FEES**

<b>Section</b>	<b>Fee Detail</b>	<b>By-Law No. 2025-38</b>	<b>Unit</b>	<b>Price</b>	<b>HST</b>	<b>Total Price</b>
<b>10. Cemetery</b>	<b><u>Refer to By-Law 2023-62</u></b>					
10.1 Sale of Internment Rights					Taxes on Lot only	
	10.1.1 Plot Price (Includes \$160 Perpetual Care & Maintenance)		Each	560.00	52.00	612.00
10.2 Internment / Entombment						
	10.2.1 Casket		Per Occurance	650.00	84.50	734.50
	10.2.2 Cremated Remains		Per Occurance	300.00	39.00	339.00
	10.2.3 Entombment or Cremated Remains in Niche		Per Occurance	150.00	19.50	169.50
	10.2.4 Second Entombment or Cremated Remains in Niche		Per Occurance	150.00	19.50	169.50
10.3 Disinterment						
	10.3.1 Grave (Casket)		Per Occurance	1500.00	195.00	1695.00
	10.3.2 Grave Cremated Remains		Per Occurance	1000.00	130.00	1130.00
	10.3.3 Opening & Closing of Niche		Per Occurance	200.00	26.00	226.00
10.4 Columbarium Niche Wall						
	10.4.1 Niche Price (Includes \$105 Perpetual Care & Maintenance)		Each	805.00	91.00	896.00
10.5 Bronze Plate and Engraving for Niche Wall						
	10.5.1 Bronze Plate		Each	600.00	78.00	678.00
	10.5.2 Addition of Dates		Per Occurance	150.00	19.50	169.50

