

BY-LAW 76-23

OF THE CORPORATION OF THE TOWN OF AYLMER

Being a By-Law to amend By-Law 68-21, Being a By-Law to Establish Fees and Charges for the Corporation of the Town of Aylmer

WHEREAS section 391 of the Municipal Act, 2001 authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and,

WHEREAS the Council for The Corporation of the Town of Aylmer enacted By-Law No. 68-21, referred to as the Fees and Charges By-Law on December 1st, 2021;

AND WHEREAS the Finance Committee for The Corporation of the Town of Aylmer passed Resolution 26-23 on November 15, 2023 directing staff to present an amending By-Law to establish the User Fee as outlined in Report CLRK 56-23 to ensure that the Town fees and charges are inline with neighbouring municipalities, and to reflect an increase in application volume/ development support services provided by staff;

AND WHEREAS new proposed increases to the fee schedule were evaluated and found to be consistent with neighbouring municipalities that charge for the same services;

NOW THEREFORE the Council of The Corporation of the Town of Aylmer hereby enacts as follows:

1. That By-Law No. 68-21 Schedule 'F' as amended, be amended with the addition of a new fee for Fire Investigation Reports (\$200+HST) under the subheading Inspections/ Incident Report Letters/ Property Search File requests as attached in schedule A to this by-law.
2. That By-Law No. 68-21 Schedule 'E', as amended, be deleted and replaced with the new Schedule 'E' as attached to this By-Law 35-23.

3. This By-Law shall come into full force and effect upon the final passing thereof.

READ A First, Second and Third time and finally passed this 6th day of December 2023.

MAYOR, Jack Couckuyt

CLERK, Josh Brick

Authority: Finance Committee, Resolution No.26-23, Council
Staff Report Number: CLRK 56-23
Staff Report Date: November 15, 2023
Public Notice Date: November 8, 2023
Public Meeting Date: November 15, 2023

Town of Aylmer User Fee By-Law – Schedule A

Inspections Incident Report Letters / Property Search File Requests

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
Fire Investigation Reports	Each	+ HST	\$200.00

Town of Aylmer User Fee By-Law – Schedule E

Planning

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
Official Plan Amendment	Each	Exempt	\$1,500.00
Zoning By-Law Amendment	Each	Exempt	\$1,200.00
Removal of Holding Provision	Each	Exempt	\$500.00
Temporary Use By-law (Section 39 and 39.1 of the Planning Act)	Each	Exempt	\$800.00
Temporary Use By-law – Refundable Deposit	Each	Exempt	\$5,000 fully refundable upon compliance
Temporary Use By-law Extension Requests	Each	Exempt	\$400.00
Minor Variance	Each	Exempt	\$750.00
Extension or Alteration to a Non-Conforming Use	Each	Exempt	\$500.00
Consent	Each	Exempt	\$600.00
Change in Conditions to Consent Request	Each	Exempt	\$300.00
Part Lot Control Exemption By-law	Each	Exempt	\$800.00
Part Lot Control Exemption By-law - Extension or Repeal Requests	Each	Exempt	\$400.00
Site Plan Application	Each	Exempt	\$1500.00
Site Plan Application – Engineering Review	Each	Exempt	\$3,500 to cover engineering review costs has been separated into a separate line fee and is now non-refundable
Site Plan Amendment	Each	Exempt	\$750.00

Town of Aylmer User Fee By-Law – Schedule E
 Planning

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
Plans of subdivision/plans of condominium (plus engineering, consultant and/or legal costs)	Each	Exempt	\$3000.00
Consultation Per hour	Per hour	Exempt	Initial consultation, no charge, subsequent consultation \$100 per hour

Town of Aylmer User Fee By-Law – Schedule E

Concurrent Applications

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
OPA + ZBA	Each	Exempt	\$2,500.00
ZBA + Consent	Each	Exempt	\$1,500.00
MV + Consent	Each	Exempt	\$1200.00
MV + SPC	Each	Exempt	\$2000.00

General Planning Fees

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
Application Form to Establish Legal Non-Conforming Use	Each	Exempt	\$200.00
Cash-in-lieu of Parkland Dedication for Residential Consents	Each lot created	Exempt	\$1,000.00
Cash-in-lieu of Parkland Dedication – All Subdivision of Land Except for Residential Severances	Each lot created	Exempt	Not Applicable % of land value as specified in Section 51.1 of the Planning Act
Deeming By-law	Each	Exempt	\$800.00
Agreement Processing/Registration Fee	Each	Exempt	\$400.00

Town of Aylmer User Fee By-Law – Schedule E

Fee Description	Unit	Applicable Taxes	User Fee (Effective December 6, 2023)
Application Form to Establish Legal Non-Conforming Use	Each	Exempt	\$200.00
Cash-in-lieu of Parkland Dedication for Residential Consents	Each lot created	Exempt	\$1,000.00
Cash-in-lieu of Parkland Dedication – All Subdivision of Land Except for Residential Severances	Each lot created	Exempt	Not Applicable % of land value as specified in Section 51.1 of the Planning Act
Deeming By-law	Each	Exempt	\$800.00
Telecommunication Tower Application	Each	Exempt	\$500.00