



Town of Borden-Carleton, PE
A Bylaw to Establish Fees and Charges for Municipal Services
Bylaw # 2018-01

IT IS ENACTED by the Council of the Town of Borden-Carleton as follows:

1. Title

1.1. This bylaw shall be known and cited as the “Fees Bylaw”.

2. Authority

2.1. The *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., and the *Planning Act*, RSPEI 1988 c P-8.

3. Application

- 3.1. This bylaw enables the application of fees and charges for the provision of goods and services and applies to any person upon whom a fee or charge is imposed under this bylaw.
- 3.2. Fees are set out in Schedule “A” that is attached to, and forms part of, this bylaw.

4. Definitions

- 4.1. “Act” means the *Municipal Government Act*.
- 4.2. “Chief Administrative Officer” or “CAO” means the administrative head of the Town of Borden-Carleton as appointed by Council.
- 4.3. “Council” means the Mayor and other members of the Council of the Town of Borden-Carleton.
- 4.4. “Councillor” means a member of Council other than the Mayor.
- 4.5. “Lien” means an encumbrance or charge on a property to secure the debt owed by the property owner to the Town of Borden-Carleton.
- 4.6. “License” means a license or permit issued by the Town of Borden-Carleton to own or use something or to do a particular thing.
- 4.7. “Local improvement charge” means a fixed annual charge levied against real property for a specific period by the Town of Borden-Carleton which contributes to capital costs of local improvements such as sewer and water upgrades, among other things.

5. Establishment of Fees

- 5.1. The Town of Borden-Carleton hereby establishes fees to be charged for licenses, permits, programs and other matters, in accordance with the Act.
- 5.2. The Town of Borden-Carleton may charge fees that are higher for persons or businesses that do not reside or maintain a place of business in the Town.



- 5.3. Council may add, delete, or revise fees at any time by resolution, and shall ensure that the fee Schedule to this bylaw is updated upon passage of such a resolution.
- 5.4. The fees set out in the Schedule to this bylaw are subject to the Harmonized Sales Tax (H.S.T.) where applicable.
- 5.5. In addition to the fees established in this bylaw, the Town of Borden-Carleton may also establish fees in other bylaws where those fees are specifically related to the matter addressed in that bylaw.

6. Collection of Fees

- 6.1. The Town of Borden-Carleton may take into revenue, any charges for the operation of a service or municipal utility under the control of Council and any other funds the Town may acquire pursuant to this bylaw or any other bylaw establishing fees.
- 6.2. The fees and charges set out in the Schedule to this bylaw shall come into force and effect on the date of passage of this bylaw, unless otherwise specified.
- 6.3. All fees charged in accordance with this bylaw are owing at the time of the service or supply being rendered or as otherwise outlined in the Schedule to this bylaw.
- 6.4. The fees listed in the Schedules to this bylaw are in addition to any costs incurred by the Town of Borden-Carleton, which costs may be payable in addition to the fees set out in this bylaw.
- 6.5. The Town of Borden-Carleton may by resolution cancel or write off any arrears of fees, penalties or interest charges that are prescribed by bylaw or specified in a resolution that, in the opinion of Council, are no longer collectable from the person, institution, association, group or body that is liable to pay them.

7. Penalties

- 7.1. The Town of Borden-Carleton may refuse to issue or renew any license or authorization that the Town is authorized under this bylaw, or an Act, to issue or renew to a person who has failed to pay charges, fees, fines or penalties established in the Schedule to this bylaw, including any interest accruing to any of them.

8. Severability

- 8.1. If any provision in this bylaw is deemed to be invalid for any reason, then that provision shall be severed from this bylaw and all remaining provisions shall remain valid and in force.

9. Effective Date

- 9.1. This Fees Bylaw, Bylaw# 2018-01, shall be effective on the date of approval and adoption below.



First Reading:

This Fees & Charges Bylaw, Bylaw# 2018-01, was read a first time at the Council meeting held on the 10th day of April, 2018.

This Fees & Charges Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the 10th day of April, 2018.

Second Reading:

This Fees & Charges Bylaw, Bylaw# 2018-01, was read a second time at the Council meeting held on the 15 day of May, 2018.

This Fees & Charges Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the 15 day of May, 2018.

Approval and Adoption by Council:

This Fees & Charges Bylaw, Bylaw# 2018-01, was adopted by a majority of Council members present at the Council meeting held on the 12th day of June, 2018.

10. Signatures

Dean Sexton
Mayor Sexton(signature sealed)

Anytra Eterovich
Chief Administrative Officer (signature sealed)

This Fees Bylaw adopted by the Council of the Town of Borden-Carleton on June 12, 2018 is certified to be a true copy.



Schedule A

This Schedule forms part of the bylaw and may be changed by resolution of council.

Type of Fees	Fee Structure (Describe the fee structures and list any exemptions or surcharges, etc.)	Fees Due (Set out when fees must be paid)
<p>1. Development / Building permits</p>	<p>Dwelling or other structure(Excluding accessory building) \$150.00</p> <p>Additions to Dwelling or Structure \$40.00</p> <p>Accessory Building \$40.00</p> <p>Demolition \$40.00</p> <p>Moving/Change of Use \$40.00</p> <p>Decks, Pools & Fences \$40.00</p> <p>Special Permit Use \$200.00</p> <p>Development fees for late filing of an application or starting construction without a permit will result in the doubling of fees charged.</p>	<p>Prior to starting project</p>
<p>2. Subdivision</p>	<p>Lot Subdivision \$100.00 per lot</p> <p>Lot Consolidation \$100.00 per lot</p> <p>Change of Use \$100.00 per lot</p> <p>Subdivision Agreement \$200.00 plus applicable Provincial Registry Fees</p> <p>Development Agreement \$200.00 plus applicable Provincial Registry Fees</p>	<p>Prior to starting project</p>
<p>3. Official Plan and/or Zoning Bylaw</p>	<p>Official Plan /Zoning Amendment \$200.00 plus cost</p> <p style="text-align: right;">Bylaw</p> <p>Amendment \$200.00 plus cost</p>	<p>Prior to starting project</p>



	Variance(with public meeting process) \$200.00 plus cost Comprehensive Development Plan \$200.00 plus cost	
4. General	Change of use – Cost of permit for new use Temporary Building, Structures & Signage \$100.00 Seasonal Permit \$100.00 Signage \$100.00 Any other types not specified \$100.00	Prior to starting project
5. Arena Rental	\$ 135.00/ Hour Ice Time \$ 80.00/Birthday Party Municipality may waive fees for non-profit or other similar uses.	Within 30 days
6. Utility Fees	See Utility Bylaw	
7. Dog License	\$10 per dog per year	Start of each new year