THE RURAL MUNICIPALITY OF SPRINGFIELD

Being a By-Law of the Rural Municipality of Springfield to revise and update the fees payable to the RM of Springfield for municipal services rendered under the authority of The Municipal Act, The Planning Act and the by-laws of the municipality.

WHEREAS the Council of the Rural Municipality of Springfield deems it advisable to include in one by-law the fees and charges payable to the municipality for certain services rendered by officers and employees of the municipality.

THEREFORE BE IT RESOLVED that the council of The Rural Municipality of Springfield, in open meeting assembled, enacts as follows:

- 1. THAT this by-law shall be known as the Fees and Charges By-law.
- 2. THAT the fees and charges payable to the Rural Municipality of Springfield for services rendered by officers and employees of the municipality shall be as set out in Schedule "A", effective third reading, and will be applied to the fiscal years 2021 and 2022.
- 3. THAT the fees and charges payable to the Rural Municipality of Springfield for services rendered by officers and employees of the municipality shall be as set out in Schedule "B", effective January 1, 2023.
- 4. THAT the fees and charges payable to the Rural Municipality of Springfield for services rendered by officers and employees of the municipality shall be as set out in Schedule "C", effective January 1, 2024.
- 5. THAT Council from time to time, by resolution, may amend the schedules attached to this by-law.
- 6. THAT the fees and charges set out in the schedules attached to this by-law shall take precedence over any other by-law.
- 7. THAT any unpaid fees or charges owed to the Rural Municipality of Springfield by any tax payer including any penalties related thereto as well as any fines imposed on the taxpayer may be added to the taxes of the said tax payer and may be collected or enforced in the same manner as a tax as defined by the Municipal Act, L.M. 1996 c. 58.
- 8. THAT By-Law 17-01 be rescinded.

DONE AND PASSED as a by-law of The Rural Municipality of Springfield assembled in Oakbank, in Manitoba, this 5th day of Octob, A.D. 2021.

Colleen Draper

Chief Administrative Officer

READ a first time this 21st day of September, A.D. 2021 READ a second time this 5th day of October, A.D. 2021 READ a third time this 5th day of October, A.D. 2021

Schedule "A" to By-law No. 21-14 Year: 2021/2022 General Administration Services

Tax and Utilities	
Tax Certificates	\$35.00
Property Search	\$25.00
Tax Penalties	1.25% monthly
Tax Sale Notification	\$50.00
Returned Cheque Policy	\$20.00 1st offence
	\$25.00 2 nd offence
	\$35.00 3 rd offence

Animal Control	
Service Dogs	N/C
Dog licensing	\$35.00 each (After 2021)
Cat Licensing	\$35.00 each (After 2021)
Replacement License	\$5.00 each
Dog Fine	\$100.00 1 st fine
	\$150.00 2 nd fine
	\$200.00 3 rd fine

The registration is valid for the life of the animal and a means by which a lost pet can be reunited with its owners.

Households with multiple dogs will pay a onetime maximum amount of \$75. However each dog *must* be individually registered.

Households with multiple urban cats will pay a onetime maximum amount of \$75. However each urban cat *must* be individually registered.

Households with restricted animals will pay a onetime fee of \$35. However, an inventory must be provided annually or when the inventory changes.

General Office	
Lottery License	1% of value of prizes
Photocopies	\$0.20 page
Record Search	\$35.00/hour, plus copying and printing charges (minimum 1 hour charge)
Colored RM Maps	\$5.00
Black & White Maps	N/C
Land Leases (2021) and Renewed Agreements	\$3.00 per acre (pasture land,

	marginal pasture, bush) \$35.00 per acre (farmable/Cultivated land) And applicable property taxes
Aggregate Mining License	\$200.00
Aggregate Transport License	\$200.00
Credit Card Transaction Fee	2% of the Transaction Amount

Planning & Development

Building & Development Permits	
Single Family Dwellings, Multi-Family Dwellings & Co	ottages
Site Development	\$85.00
Changes or Revisions to plan	\$155.00
New Construction, Additions & Secondary Suites	\$0.50 square foot
Attached Garages	\$0.40 square foot
Mobile Homes, Modular Homes & RTM's (If	\$0.40 square foot
constructed off site)	
Replacement of Foundation	\$0.35 square foot
Rebuild or Repairs due to Fire	\$0.30 square foot
Wood Stove & Fireplace Installation	\$150.00
Major Renovations (interior & exterior)	\$200.00
Minor Renovations (basement finishing etc.)	\$100.00
Change-in-Use	\$125.00
Work not ready for inspection at the time requested	\$75.00
Work has been covered and inspector is unable to	\$500.00
perform or complete the required inspection as per the	
conditions of the issued permit	
Each inspection of an installation made after the	\$75.00
Permittee has been notified of defects in the installation	
and where upon such subsequent re-inspection it is found	
that the defects have not been remedied	
Additional inspections above the allotted number of	\$75.00
inspections	
Confirmation Letter – Building Permit Closed	N/C

Accessory Buildings & Structures	
New construction & Additions	\$0.30/square foot
Canvas & tent type structures	\$0.30/square foot
Buildings less than 100 square feet which do not create a	N/C
hazard	
Minor Renovations	\$100.00
Major Renovations	\$200.00
Swimming pools (above ground pools & hot tubs)	\$200.00

Swimming pools (in ground)	\$200.00
Soft sided pools holding less than 2420 liters of water	\$80.00
Decks, porches, sunrooms, gazebos	\$160.00
Wind Turbine, Wind Mill or similar structure (on a	\$100.00
structural foundation)	
Change-in-Use	\$100.00

Agricultural Buildings (Development Permits)	
Site Development	\$85.00
Barns, Stables (Animal Housing)	\$160.00
Riding Arenas	\$200.00
Farm storage buildings & structures (excluding granaries,	\$125.00
silo, etc.)	

Moving or Relocation Permits (whole or in part)	
Mobile Homes (CSA Z-240 standard)	\$160.00 plus mileage
Single Family Dwelling (within municipality)	\$160.00
Single Family Dwelling (inspections required outside municipality)	\$340.00 plus mileage
Accessory Buildings & Structures (within municipality)	\$80.00
Wheelchair Ramps or Lifts	N/C
Accessory Buildings & Structures (inspection required outside municipality)	\$160.00 plus mileage
Commercial & Industrial Buildings (within municipality)	\$260.00
Commercial & Industrial Buildings (inspection required outside municipality)	\$450.00 plus mileage

Demolition Permits (whole or in part)		
Any type of structure	N/C	

Plumbing Permit	
Fixture Drain	\$18.00 each
Floor Drain	\$18.00 each
Grease, oil, mud, sand or other interceptor	\$55.00 each
Minimum charge for plumbing permit	\$100.00

Whenever a permit is revoked under the provision of the building by-law, no portion of the permit fee shall be refunded.

Any building or structure classified Temporary shall be the set rate listed above for said building or structure divided by 1/24 and multiplied by the number of months the structure will remain on the site. (permit fee(s) x 1/24 x number of months (max. months of 12)

Permit refunds will apply when the permit is requested in writing to be cancelled which will be subject to a 25% or a minimum \$100.00 administration fee.

The Department Head of the Planning & Development Department may in special circumstances waive, reduce, adjust or grant a refund of all or part of the fee(s) and/or levies.

Additional Inspections (above the allotted number of inspections) related to a development or building permit during regular municipal working hours \$80.00 per site visit.

Commercial, Industrial & Institutional Buildings – Part 9 Structures		
Site Development	\$175.00	
New construction & additions – Part 9	\$0.75 square foot	
Renovations	\$300.00	
Rebuild or Repairs due to Fire	\$0.35 square foot	
Occupancy Permit	\$150.00	
Interim Occupancy Permit	\$150.00 plus \$2,000 deposit	
Occupancy Permit for change in Occupancy only (no	\$100.00	
building permit issued)		
Change-in-Use	\$150.00	

Commercial, Industrial & Institutional Buildings – Part 3 Structures	
Base Fee	\$750.00
Plus Area Fee:	
Group A – Assembly Occupancy	\$1.50/square foot
Group B - Care, Treatment or Detention Occupancy	\$2.00/ square foot
Group C – Residential Occupancy	\$1.25/square foot
Group D – Business & Personal Services Occupancy	\$1.35/square foot
Group E – Mercantile Occupancy	\$0.25/square foot
Group F1 – Industrial Occupancy	\$1.40/square foot
Group F2 – Industrial Occupancy	\$1.00/square foot

Group F3 – Industrial Occupancy	\$0.75/square foot
Occupancy Permit	\$300.00
Interim Occupancy Permit	\$150.00 plus \$5,000 deposit
Occupancy Permit for change in Occupancy only (no	\$100.00
building permit issued)	
Special & Unusual Structures – as Determined by	1% of the first \$1 million in the
Development Officer	value of work, and
	0.6% of the remaining value of
	work, when the total value of the
	work exceeds \$1 million
Change-in-Use	\$300.00

Plumbing Permit – Part 3 Structures	
Fixture Drain	\$30.00 each
Floor Drain	\$30.00 each
Grease, oil, mud, sand or other interceptor	\$55.00 each
Minimum charge for plumbing permit	\$200.00
Any building or structure erected prior to the issuance of a permit will be subject to two (2) times the permit fees by the Development Officer or up to four (4) times the permit fees by Resolution of Council.	

Driveway Access Permit	
Driveway Access Permit	\$175.00
Extension or modification of existing driveway Access	\$125.00
Temporary Driveway Access (seasonal, and must be	\$80.00 plus Letter of Credit or
removed no later than October 31st of that year)	Deposit amount for reclamation to
	natural state as per designated
	officer

Lot Grading Permit Includes lot grade for structure & final lot grade inspection)	
Lot Grade Permit (includes final Lot Grade)	\$600.00
Lot Grade Permit for accessory buildings greater than 200 sq. ft. (includes final lot grade)	\$200.00
Lot Grade Permit for accessory buildings 200 sq. ft. or less and/or with a wood floor	\$175.00
Additional request for lot grades	\$175.00 per additional site visit

Sewer & Water Permit & Meter		
Sewer Connection Permit	\$5.00	

¾" Meter Size	\$900.00
1" Meter Size	\$1,150.00
1.5" Meter Size	\$1,875.00
2" Meter Size	\$2,150.00
Fees include cost of meter, backflow prev., angle valve, tail piece, flange kit, GST, service	
inspection costs, meter inspection costs and administration fees.	

Transfer Station Access Card	
Transfer Station Card Replacement	\$20.00

Civic Addressing	
New Reflective Blade (with numbering) post & accessories	\$80.00
New Reflective ½ Blade (with numbering)	\$40.00
Replacement Reflective Blade (with numbering)	\$50.00
Replacement Reflection ½ Blade (with numbering)	\$40.00
Replacement Post	\$40.00
Installation of Blade and/or Post	\$250.00

Sign Permits	
Fascia Signs	\$130.00
Free Standing (pylons) Signs	\$130.00
Roof Top Signs	\$130.00
Projection Signs	\$130.00
Awning, Canopy Marquee Signs	\$130.00
Sign Types Not Listed	\$130.00
Mobile Signs	\$40.00 per sign/per month
Temporary Mobile Sign Permits	N/C
Replacement of sign inserts	N/C

Planning Fees Various	
Multiple Zoning Variance (1-4 Lots)	\$400.00
Multiple Zoning Variances (5-20 Lots)	\$1,600.00
Multiple Zoning Variances (over 20 lots)	\$2,000.00
Minor Variance by Development Officer	\$200.00
Conditional Use	\$500.00
Zoning By-law Amendment (Rezoning)	\$2,000.00 (plus advertising costs)
Development Plan Amendment	\$2,000.00 (plus advertising costs)
Street Name Change	\$1,000.00 (plus advertising costs)
Removal of Building Restriction Agreement	\$200.00 plus legal & consulting fees
Zoning Agreement Amendment	\$400.00 plus legal & consulting fees

Development Agreement Amendment	\$400.00 plus legal & consulting fees
Secondary Plan Amendment (Same process as Rezoning)	\$2,000.00 (plus advertising costs)

Subdivision (Fees and Levies)	
Pre-application meeting	N/C
Subdivision Application Fee	\$325.00
Administrative Fee	\$300.00 per lot or unit within subdivision
Development Agreement, Servicing Agreement, Zoning Agreement and related documents	\$750.00 plus actual costs for legal, consulting, engineering & advertising costs, plus \$10,000.00 Deposit
Road Closing or Opening By-law	\$265.00 plus actual costs for legal, consulting, engineering & advertising costs
Capital Lot Levy for Emergency Services, Transportation Services, Environmental Health, Recreation & Cultural Services)	\$1,500.00 per lot or unit within subdivision
Capital Contribution Levy (for the fully serviced settlements of Oakbank, Dugald & Anola to maintain street lighting, street paving, sidewalks, storm sewers & drainage swales)	\$1,500.00 per lot or unit within subdivision
Capital Water Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards water supply and treatment & distribution) ***A supplemental Water Capital Levy REU equivalent calculation on all "non Single-Family Dwelling Unit (SFD)" properties (outside of any Development Agreement(s)) will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Water Capital Levy on the difference.***	\$8,000.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision
Capital Sewer Levy for the fully serviced settlements of Oakbank, Dugald & Anola towards sanitary sewers, treatment & collection) ***A supplemental Sewer Capital Levy REU equivalent valculation on all "non Single-Family Dwelling Unit SFD)" properties (outside of any Development (greement(s)) will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU quivalent greater than 1.0 REU will pay the current lewer Capital Levy on the difference.***	\$5,000.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision

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Capital Signalization/Traffic Control Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards signalization/traffic control within the Municipality)	\$350.00 per new lot or unit within subdivision
Rural Wastewater Levy	\$1,500.00 per Residential
(lots not able to be connected to the Municipal sanitary sewer system, enabling capacity within the Municipal lagoon) ***A supplemental Rural Wastewater Levy REU equivalent calculation will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Rural Wastewater Levy on the difference.***	Equivalency Unit (REU) per lot or unit within subdivision
Automated Cart Based System Levy	\$300.00 per lot or unit within
(Units per Lot on the Urban/Rural Awarded Cart Based	subdivision
System Collection Routes) and Subject to Service	
Land Dedication Fees	10% of assessed value of land (as pe The Planning Act)

Licenses	
Commercial & Industrial Business License	N/C – to be placed on the business assessment roll
Home Occupation/Home Industry License (annual review) (no charge for first year if in conjunction with a Conditional Use approval)	\$100.00
Home Occupation/Home Industry License (after July 1)	\$50.00
Transient Trader (Hawker's) License	\$300.00
Auction License	\$40.00 per auction/\$100.00 per year
Reproduction of Business License	\$50.00

Kennel License:	
Breeder Commercial	\$200.00
Boarding/Training Commercial	\$200.00
Rescue	\$100.00
Dangerous Dog License	\$100.00
Dangerous Dog Kennel Inspection Fee	\$100.00

Special Services – Planning Office	
Photocopying	
8.5"x 11"	\$0.20 per page

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11"x 17"	\$0.20 per page
11 X 17	\$0.20 per page

AutoCAD Base Maps, Grey scale aerial photo, Zoning Maps	
8.5"x 11"	\$5.00 per page
11"x 17"	\$10.00 per page
24"x36"	\$30.00 per page
Planning Documents & Correspondence	
Zoning By-law (current)	\$75.00 per document
Zoning By-law (past editions)	\$100.00 per document
Development Plan	\$75.00 per document
Zoning Memorandums	\$100.00
Zoning Letter (verifying permitted land use)	\$75.00
Municipal Property Search (verifying land use,	\$175.00
outstanding orders, permits, development agreements,	
variances, conditional uses, etc.)	
Civic Address Letter	\$40.00
Record Search	\$35.00/hour, plus copying and
	printing charges (minimum 1 hour
	charge)
Motor Vehicle Branch –Dealer Permit Letter	\$80.00

Building & Development Permit Documents & Correspondence	
Copy of building permit application form	\$15.00
Copy of building plans	\$25.00 (plans less than 11"x 17")
Copy of building plans	\$75.00 (plans greater than 11"x
	17")

Recreation

The cost of all Recreation programs are based on participant capacity, venue rental fees, program supplies, field trips, instructor fees and staffing requirements.

Handi Van	
Individual Medical Appointments	\$30.00
Rental (non-medical)	\$50.00
Loaded km (medical)	\$0.65
Loaded km (non-medical)	\$0.85
Waiting Time	Driver's Hourly Rate

Film Permits	
Application submission	\$250.00
Use of Municipal equipment & services	In accordance with the Municipal
	Fees and Charges Bylaw

Protective Services

Police Services	
Special Duty Rates	
Police Constable	\$105.00 hour
Civic Holiday	\$210.00 hour
Police Vehicle	\$75.00 hour

Fire Services	
Engine Company (4 Firefighters)	\$505.00 hour
Tanker Company (2 Firefighters)	\$455.00 hour
Tanker Tender (2 Firefighters)	\$410.00
Rescue (2 Firefighters)	\$420.00 hour
Squad Company (4 Firefighters)	\$395.00 hour
Quad/Trailer (1 Firefighter)	\$315.00 hour
F9 – Fire Chief Truck	\$75.00 hour
Personnel	\$65.00 hour

Fire Inspections	
High Hazard (F1) Occupancy	\$500.00
Schools	\$250.00
Churches	\$250.00
Personal Care Homes	\$350.00
Daycares	\$100.00
Residential Care Facility	\$250.00
Restaurants	\$250.00
Bed & Breakfasts	\$250.00
Community Halls	\$150.00
Wedding Facilities	\$250.00
Remedy Order (Compliance Date Extension)	\$150.00
Deficiency Follow-up inspections	\$150.00
Mileage	Current CRA rates

Public Works

Equipment Charge-out Rates	Current Manitoba Heavy
	Construction Association rates
Labourer Custom Work Rates -Regular	\$40.00 per hour
Labourer Custom Work Rates - Overtime	\$60.00 per hour
Culvert Installation	\$3,150.00 (minimum)
Culvert Extension	\$500.00 base price, \$150.00 per
	additional metre (450 mm)
Sale of Culvert – Used	½ new cost plus 10%
Dust Abatement	\$1.06 linear foot
Sand	\$5.50
Sanding	Equipment rate as above plus
	\$25.00 cubic yard
GPS Survey Crew	\$ 100.00 per hour plus vehicle
	costs
CAD Design & Drafting	\$ 55.00 per hour
Office Equipment	\$ 5.00 per hour
Administration fee on services with the	10%
exception of permits	

Schedule "B" to By-law No. 21-14 Year: 2023

General Administration Services

Tax and Utilities	
Tax Certificates	\$40.00
Property Search	\$30.00
Tax Penalties	1.25% monthly
Tax Sale Notification	\$50.00
Returned Cheque Policy	\$25.00 1st offence
	\$30.00 2 nd offence
	\$40.00 3 rd offence

Animal Control	
Service Dogs	N/C
Dog licensing	\$35.00 each (After 2021)
Cat Licensing	\$35.00 each (After 2021)
Replacement License	\$5.00 each
Dog Fine	\$100.00 1st fine
	\$150.00 2 nd fine
	\$200.00 3 rd fine

The registration is valid for the life of the animal and a means by which a lost pet can be reunited with its owners.

Households with multiple dogs will pay a onetime maximum amount of \$75. However each dog *must* be individually registered.

Households with multiple urban cats will pay a onetime maximum amount of \$75. However each urban cat *must* be individually registered.

Households with restricted animals will pay a onetime fee of \$35. However, an inventory must be provided annually or when the inventory changes.

General Office	
Lottery License	1% of value of prizes
Photocopies	\$0.20 page
Record Search	\$35.00/hour, plus copying and
	printing charges (minimum 1 hour
	charge)
Colored RM Maps	\$5.00
Black & White Maps	N/C
Land Leases (2021) and Renewed Agreements	\$3.00 per acre (pasture land,

	marginal pasture, bush) \$35.00 per acre (farmable/Cultivated land) And applicable property taxes
Aggregate Mining License	\$200.00
Aggregate Transport License	\$200.00
Credit Card Transaction Fee	2% of the Transaction Amount

Planning & Development

Building & Development Permits Single Family Dwellings, Multi-Family Dwellings & Cottages	
Site Development	\$87.00
Changes or Revisions to plan	\$158.00
New Construction, Additions & Secondary Suites	\$0.50 square foot
Attached Garages	\$0.40 square foot
Mobile Homes, Modular Homes & RTM's (If constructed off site)	\$0.40 square foot
Replacement of Foundation	\$0.35 square foot
Rebuild or Repairs due to Fire	\$0.30 square foot
Wood Stove & Fireplace Installation	\$153.00
Major Renovations (interior & exterior)	\$204.00
Minor Renovations (basement finishing etc.)	\$102.00
Change-in-Use	\$128.00
Work not ready for inspection at the time requested	\$77.00
Work has been covered and inspector is unable to perform or complete the required inspection as per the conditions of the issued permit	\$510.00
Each inspection of an installation made after the Permittee has been notified of defects in the installation and where upon such subsequent reinspection it is found that the defects have not been remedied	\$77.00
Additional inspections above the allotted number of inspections	\$77.00
Confirmation Letter – Building Permit Closed	N/C

Accessory Buildings & Structures	
New construction & Additions	\$0.30/square foot
Canvas & tent type structures	\$0.30/square foot
Buildings less than 100 square feet which do not	N/C
create a hazard	
Minor Renovations	\$100.00
Major Renovations	\$200.00

Swimming pools (above ground pools & hot tubs)	\$200.00
Swimming pools (in ground)	\$200.00
Soft sided pools holding less than 2420 liters of	\$80.00
water	
Decks, porches, sunrooms, gazebos	\$160.00
Wind Turbine, Wind Mill or similar structure (on a	\$100.00
structural foundation)	
Change-in-Use	\$100.00

Agricultural Buildings (Development Permits)	
Site Development	\$85.00
Barns, Stables (Animal Housing)	\$160.00
Riding Arenas	\$200.00
Farm storage buildings & structures (excluding	\$125.00
granaries, silo, etc.)	

Moving or Relocation Permits (whole or in part)	
Mobile Homes (CSA Z-240 standard)	\$160.00 plus mileage
Single Family Dwelling (within municipality)	\$160.00
Single Family Dwelling (inspections required	\$340.00 plus mileage
outside municipality)	
Accessory Buildings & Structures (within	\$80.00
municipality)	
Wheelchair Ramps or Lifts	N/C
Accessory Buildings & Structures (inspection	\$160.00 plus mileage
required outside municipality)	
Commercial & Industrial Buildings (within	\$260.00
municipality)	
Commercial & Industrial Buildings (inspection	\$450.00 plus mileage
required outside municipality)	

<u>Demolition Permits (whole or in part)</u>	
Any type of structure	N/C

Plumbing Permit	
Fixture Drain	\$18.00 each
Floor Drain	\$18.00 each
Grease, oil, mud, sand or other interceptor	\$56.00 each
Minimum charge for plumbing permit	\$102.00
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Resolution of Council.

Whenever a permit is revoked under the provision of the building by-law, no portion of the permit fee shall be refunded.

Any building or structure classified Temporary shall be the set rate listed above for said building or structure divided by 1/24 and multiplied by the number of months the structure will remain on the site. (permit fee(s) x 1/24 x number of months (max. months of 12)

Permit refunds will apply when the permit is requested in writing to be cancelled which will be subject to a 25% or a minimum \$100.00 administration fee.

The Department Head of the Planning & Development Department may in special circumstances waive, reduce, adjust or grant a refund of all or part of the fee(s) and/or levies.

Additional Inspections (above the allotted number of inspections) related to a development or building permit during regular municipal working hours \$80.00 per site visit.

Commercial, Industrial & Institutional Buildings – Part 9 Structures	
Site Development	\$175.00
New construction & additions – Part 9	\$0.75 square foot
Renovations	\$300.00
Rebuild or Repairs due to Fire	\$0.35 square foot
Occupancy Permit	\$150.00
Interim Occupancy Permit	\$150.00 plus \$2,000 deposit
Occupancy Permit for change in Occupancy only (no	\$100.00
building permit issued)	
Change-in-Use	\$150.00

Commercial, Industrial & Institutional Buildings - Part 3 Structures	
Base Fee	\$750.00
Plus Area Fee:	
Group A – Assembly Occupancy	\$1.50/square foot
Group B – Care, Treatment or Detention Occupancy	\$2.00/ square foot
Group C – Residential Occupancy	\$1.25/square foot
Group D – Business & Personal Services Occupancy	\$1.35/square foot
Group E – Mercantile Occupancy	\$0.25/square foot

Group F1 – Industrial Occupancy	\$1.40/square foot
Group F2 – Industrial Occupancy	\$1.00/square foot
Group F3 – Industrial Occupancy	\$0.75/square foot
Occupancy Permit	\$300.00
Interim Occupancy Permit	\$150.00 plus \$5,000 deposit
Occupancy Permit for change in Occupancy only (no	\$100.00
building permit issued)	
Special & Unusual Structures – as Determined by	1% of the first \$1 million in the
Development Officer	value of work, and
	0.6% of the remaining value of
	work, when the total value of the
	work exceeds \$1 million
Change-in-Use	\$300.00

Plumbing Permit – Part 3 Structures	
Fixture Drain	\$30.00 each
Floor Drain	\$30.00 each
Grease, oil, mud, sand or other interceptor	\$55.00 each
Minimum charge for plumbing permit	\$200.00
Any building or structure erected prior to the issuance of a permit will be subject to two (2)	

Driveway Access Permit	
Driveway Access Permit	\$179.00
Extension or modification of existing driveway Access	\$128.00
Temporary Driveway Access (seasonal, and must be removed no later than October 31st of that year)	\$82.00 plus Letter of Credit or Deposit amount for reclamation to natural state as per designated officer

Lot Grading Permit Includes lot grade for structure & final lot grade inspection)	
Lot Grade Permit (includes final Lot Grade)	\$600.00
Lot Grade Permit for accessory buildings greater	\$200.00
than 200 sq. ft. (includes final lot grade)	
Lot Grade Permit for accessory buildings 200 sq. ft.	\$175.00
or less and/or with a wood floor	
Additional request for lot grades	\$175.00 per additional site visit

Sewer & Water Permit & Meter	
Sewer Connection Permit	\$5.00
³ / ₄ " Meter Size	\$925.00
1" Meter Size	\$1,175.00
1.5" Meter Size	\$1,900.00
2" Meter Size	\$2,175.00
Fees include cost of meter, backflow prev., angle valve, tail piece, flange kit, GST, service	
inspection costs, meter inspection costs and administration fees.	

Transfer Station Access Card	
Transfer Station Card Replacement	\$20.00

Civic Addressing	
New Reflective Blade (with numbering) post & accessories	\$82.00
New Reflective ½ Blade (with numbering)	\$41.00
Replacement Reflective Blade (with numbering)	\$51.00
Replacement Reflection ½ Blade (with numbering)	\$41.00
Replacement Post	\$41.00
Installation of Blade and/or Post	\$255.00

Sign Permits	
Fascia Signs	\$133.00
Free Standing (pylons) Signs	\$133.00
Roof Top Signs	\$133.00
Projection Signs	\$133.00
Awning, Canopy Marquee Signs	\$133.00
Sign Types Not Listed	\$133.00
Mobile Signs	\$40.00 per sign/per month
Temporary Mobile Sign Permits	N/C
Replacement of sign inserts	N/C

Planning Fees Various	
Multiple Zoning Variance (1-4 Lots)	\$400.00
Multiple Zoning Variances (5-20 Lots)	\$1,600.00
Multiple Zoning Variances (over 20 lots)	\$2,000.00
Minor Variance by Development Officer	\$200.00
Conditional Use	\$500.00
Zoning By-law Amendment (Rezoning)	\$2,000.00 (plus advertising costs)
Development Plan Amendment	\$2,000.00 (plus advertising costs)
Street Name Change	\$1,000.00 (plus advertising costs)

Removal of Building Restriction Agreement	\$200.00 plus legal & consulting fees
Zoning Agreement Amendment	\$400.00 plus legal & consulting fees
Development Agreement Amendment	\$400.00 plus legal & consulting fees
Secondary Plan Amendment (Same process as Rezoning)	\$2,000.00 (plus advertising costs)

Subdivision (Fees and Levies)	
Pre-application meeting	N/C
Subdivision Application Fee	\$325.00
Administrative Fee	\$300.00 per lot or unit within subdivision
Development Agreement, Servicing Agreement, Zoning Agreement and related documents	\$750.00 plus actual costs for legal, consulting, engineering & advertising costs, plus \$10,000.00 Deposit
Road Closing or Opening By-law	\$265.00 plus actual costs for legal, consulting, engineering & advertising costs
Capital Lot Levy for Emergency Services, Transportation Services, Environmental Health, Recreation & Cultural Services)	\$1,500.00 per lot or unit within subdivision
Capital Contribution Levy (for the fully serviced settlements of Oakbank, Dugald & Anola to maintain street lighting, street paving, sidewalks, storm sewers & drainage swales)	\$1,500.00 per lot or unit within subdivision
Capital Water Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards water supply and treatment & distribution) ***A supplemental Water Capital Levy REU equivalent calculation on all "non Single- Family Dwelling Unit (SFD)" properties (outside of any Development Agreement(s)) will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Water Capital Levy on the difference.***	\$8,000.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision
Capital Sewer Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards sanitary sewers, treatment & collection) ***A supplemental Sewer Capital Levy REU equivalent calculation on all "non Single- Family Dwelling Unit (SFD)" properties (outside of	\$5,000.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision

any Development Agreement(s)) will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Sewer Capital Levy on the difference.***	
Capital Signalization/Traffic Control Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards signalization/traffic control within the Municipality)	\$350.00 per new lot or unit within subdivision
Rural Wastewater Levy (lots not able to be connected to the Municipal sanitary sewer system, enabling capacity within the Municipal lagoon) ***A supplemental Rural Wastewater Levy REU equivalent calculation will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Rural Wastewater Levy on the difference.***	\$1,500.00 per Residential Equivalency Unit (REU) per lot or unit within subdivision
Automated Cart Based System Levy (Units per Lot on the Urban/Rural Awarded Cart Based System Collection Routes) and Subject to Service	\$300.00 per lot or unit within subdivision
Land Dedication Fees	10% of assessed value of land (as per The Planning Act)

Licenses	
Commercial & Industrial Business License	N/C – to be placed on the business assessment roll
Home Occupation/Home Industry License (annual review) (no charge for first year if in conjunction with a Conditional Use approval)	\$100.00
Home Occupation/Home Industry License (after July 1)	\$50.00
Transient Trader (Hawker's) License	\$300.00
Auction License	\$40.00 per auction/\$100.00 per year
Reproduction of Business License	\$50.00

Kennel License:	
Breeder Commercial	\$200.00
Boarding/Training Commercial	\$200.00

Rescue	\$100.00
Dangerous Dog License	\$100.00
Dangerous Dog Kennel Inspection Fee	\$100.00

Special Services – Planning Office	
Photocopying	
8.5"x 11"	\$0.20 per page
11"x 17"	\$0.20 per page

AutoCAD Base Maps, Grey scale aerial photo, Zoning Maps		
8.5"x 11"	\$5.00 per page	
11"x 17"	\$10.00 per page	
24"x36"	\$30.00 per page	
Planning Documents & Correspondence		
Zoning By-law (current)	\$75.00 per document	
Zoning By-law (past editions)	\$100.00 per document	
Development Plan	\$75.00 per document	
Zoning Memorandums	\$100.00	
Zoning Letter (verifying permitted land use)	\$75.00	
Municipal Property Search (verifying land use,	\$175.00	
outstanding orders, permits, development		
agreements, variances, conditional uses, etc.)		
Civic Address Letter	\$40.00	
Record Search	\$35.00/hour, plus copying and	
	printing charges (minimum 1 hour	
	charge)	
Motor Vehicle Branch – Dealer Permit Letter	\$80.00	

Building & Development Permit Documents & Correspondence	
Copy of building permit application form	\$15.00
Copy of building plans	\$25.00 (plans less than 11"x 17")
Copy of building plans	\$75.00 (plans greater than 11"x
	17")

Recreation

The cost of all Recreation programs are based on participant capacity, venue rental fees, program supplies, field trips, instructor fees and staffing requirements.

Handi Van	
Individual Medical Appointments	\$30.00
Rental (non-medical)	\$50.00
Loaded km (medical)	\$0.65
Loaded km (non-medical)	\$0.85
Waiting Time	Driver's Hourly Rate

Film Permits	
Application submission	\$250.00
Use of Municipal equipment & services	In accordance with the Municipal Fees and Charges Bylaw

Protective Services

Police Services	
Special Duty Rates	
Police Constable	\$105.00 hour
Civic Holiday	\$210.00 hour
Police Vehicle	\$75.00 hour

Fire Services	
Engine Company (4 Firefighters)	\$515.00 hour
Tanker Company (2 Firefighters)	\$464.00 hour
Tanker Tender (2 Firefighters)	\$418.00 hour
Rescue (2 Firefighters)	\$428.00 hour
Squad Company (4 Firefighters)	\$403.00 hour
Quad/Trailer (1 Firefighter)	\$321.00 hour
F9 – Fire Chief Truck	\$77.00 hour
Personnel	\$66.00 hour

Fire Inspections	
High Hazard (F1) Occupancy	\$500.00
Schools	\$250.00

Churches	\$250.00
Personal Care Homes	\$350.00
Daycares	\$100.00
Residential Care Facility	\$250.00
Restaurants	\$250.00
Bed & Breakfasts	\$250.00
Community Halls	\$150.00
Wedding Facilities	\$250.00
Remedy Order (Compliance Date Extension)	\$150.00
Deficiency Follow-up inspections	\$150.00
Mileage	Current CRA rates

Public Works	
Equipment Charge-out Rates	Current Manitoba Heavy
	Construction Association rates
Labourer Custom Work Rates -Regular	\$41.00 per hour
Labourer Custom Work Rates - Overtime	\$61.00 per hour
Culvert Installation	\$3,150.00 (minimum)
Culvert Extension	\$500.00 base price, \$150.00 per
	additional metre (450 mm)
Sale of Culvert – Used	½ new cost plus 10%
Dust Abatement	\$1.08 linear foot
Sand	\$5.50
Sanding	Equipment rate as above plus
	\$25.00 cubic yard
GPS Survey Crew	\$ 102.00 per hour plus vehicle
	costs
CAD Design & Drafting	\$56.00 per hour
Office Equipment	\$5.00 per hour
Administration fee on services with the	10%
exception of permits	

Schedule "C" to By-law No. 21-14 Year: 2024

General Administration Services

Tax and Utilities	
Tax Certificates	\$40.00
Property Search	\$30.00
Tax Penalties	1.25% monthly
Tax Sale Notification	\$50.00
Returned Cheque Policy	\$25.00 1st offence
	\$30.00 2 nd offence
	\$40.00 3 rd offence

Animal Control	
Service Dogs	N/C
Dog licensing	\$35.00 each (After 2021)
Cat Licensing	\$35.00 each (After 2021)
Replacement License	\$5.00 each
Dog Fine	\$100.00 1 st fine
	\$150.00 2 nd fine
	\$200.00 3 rd fine

The registration is valid for the life of the animal and a means by which a lost pet can be reunited with its owners.

Households with multiple dogs will pay a onetime maximum amount of \$75. However each dog *must* be individually registered.

Households with multiple urban cats will pay a onetime maximum amount of \$75. However each urban cat *must* be individually registered.

Households with restricted animals will pay a onetime fee of \$35. However, an inventory must be provided annually or when the inventory changes.

General Office	
Lottery License	1% of value of prizes
Photocopies	\$0.20 page
Record Search	\$35.00/hour, plus copying and
	printing charges (minimum 1 hour
	charge)
Colored RM Maps	\$5.00
Black & White Maps	N/C
Land Leases (2021) and Renewed Agreements	\$3.00 per acre (pasture land,

	marginal pasture, bush) \$35.00 per acre (farmable/Cultivated land) And applicable property taxes
Aggregate Mining License	\$200.00
Aggregate Transport License	\$200.00
Credit Card Transaction Fee	2% of the Transaction Amount

Planning & Development

Building & Development Permits	
Single Family Dwellings, Multi-Family Dwellings & O	Cottages
Site Development	\$88.00
Changes or Revisions to plan	\$161.00
New Construction, Additions & Secondary Suites	\$0.50 square foot
Attached Garages	\$0.40 square foot
Mobile Homes, Modular Homes & RTM's (If	\$0.40 square foot
constructed off site)	1
Replacement of Foundation	\$0.35 square foot
Rebuild or Repairs due to Fire	\$0.30 square foot
Wood Stove & Fireplace Installation	\$156.00
Major Renovations (interior & exterior)	\$208.00
Minor Renovations (basement finishing etc.)	\$104.00
Change-in-Use	\$130.00
Work not ready for inspection at the time requested	\$78.00
Work has been covered and inspector is unable to	\$520.00
perform or complete the required inspection as per the	
conditions of the issued permit	
Each inspection of an installation made after the	\$78.00
Permittee has been notified of defects in the installation	
and where upon such subsequent re-inspection it is	
found that the defects have not been remedied	
Additional inspections above the allotted number of inspections	\$78.00
Confirmation Letter – Building Permit Closed	N/C

Accessory Buildings & Structures	
New construction & Additions	\$0.30/square foot
Canvas & tent type structures	\$0.30/square foot
Buildings less than 100 square feet which do not create a hazard	N/C
Minor Renovations	\$100.00
Major Renovations	\$200.00
Swimming pools (above ground pools & hot tubs)	\$200.00

Swimming pools (in ground)	\$200.00
Soft sided pools holding less than 2420 liters of water	\$80.00
Decks, porches, sunrooms, gazebos	\$160.00
Wind Turbine, Wind Mill or similar structure (on a	\$100.00
structural foundation)	
Change-in-Use	\$100.00

Agricultural Buildings (Development Permits)	
Site Development	\$85.00
Barns, Stables (Animal Housing)	\$160.00
Riding Arenas	\$200.00
Farm storage buildings & structures (excluding	\$125.00
granaries, silo, etc.)	

Moving or Relocation Permits (whole or in part)	
Mobile Homes (CSA Z-240 standard)	\$160.00 plus mileage
Single Family Dwelling (within municipality)	\$160.00
Single Family Dwelling (inspections required outside municipality)	\$340.00 plus mileage
Accessory Buildings & Structures (within municipality)	\$80.00
Wheelchair Ramps or Lifts	N/C
Accessory Buildings & Structures (inspection required outside municipality)	\$160.00 plus mileage
Commercial & Industrial Buildings (within municipality)	\$260.00
Commercial & Industrial Buildings (inspection required outside municipality)	\$450.00 plus mileage

Demolition Permits (whole or in part)		
Any type of structure	N/C	

Plumbing Permit	
Fixture Drain	\$18.00 each
Floor Drain	\$18.00 each
Grease, oil, mud, sand or other interceptor	\$57.00 each
Minimum charge for plumbing permit	\$104.00

Whenever a permit is revoked under the provision of the building by-law, no portion of the permit fee shall be refunded.

Any building or structure classified Temporary shall be the set rate listed above for said building or structure divided by 1/24 and multiplied by the number of months the structure will remain on the site. (permit fee(s) x 1/24 x number of months (max. months of 12)

Permit refunds will apply when the permit is requested in writing to be cancelled which will be subject to a 25% or a minimum \$100.00 administration fee.

The Department Head of the Planning & Development Department may in special circumstances waive, reduce, adjust or grant a refund of all or part of the fee(s) and/or levies.

Additional Inspections (above the allotted number of inspections) related to a development or building permit during regular municipal working hours \$80.00 per site visit.

Commercial, Industrial & Institutional Buildings – Part 9 Structures	
Site Development	\$175.00
New construction & additions – Part 9	\$0.75 square foot
Renovations	\$300.00
Rebuild or Repairs due to Fire	\$0.35 square foot
Occupancy Permit	\$150.00
Interim Occupancy Permit	\$150.00 plus \$2,000 deposit
Occupancy Permit for change in Occupancy only (no	\$100.00
building permit issued)	
Change-in-Use	\$150.00

Commercial, Industrial & Institutional Buildings – Part 3 Structures	
Base Fee	\$750.00
Plus Area Fee:	
Group A – Assembly Occupancy	\$1.50/square foot
Group B – Care, Treatment or Detention Occupancy	\$2.00/ square foot
Group C – Residential Occupancy	\$1.25/square foot
Group D – Business & Personal Services Occupancy	\$1.35/square foot
Group E – Mercantile Occupancy	\$0.25/square foot
Group F1 – Industrial Occupancy	\$1.40/square foot

Group F2 – Industrial Occupancy	\$1.00/square foot
Group F3 – Industrial Occupancy	\$0.75/square foot
Occupancy Permit	\$300.00
Interim Occupancy Permit	\$150.00 plus \$5,000 deposit
Occupancy Permit for change in Occupancy only (no	\$100.00
building permit issued)	
Special & Unusual Structures – as Determined by	1% of the first \$1 million in the
Development Officer	value of work, and
	0.6% of the remaining value of
	work, when the total value of the
	work exceeds \$1 million
Change-in-Use	\$300.00

Plumbing Permit – Part 3 Structures	
Fixture Drain	\$30.00 each
Floor Drain	\$30.00 each
Grease, oil, mud, sand or other interceptor	\$55.00 each
Minimum charge for plumbing permit	\$200.00
Any building or structure erected prior to the issuance of a permit will be subject to two (2)	

Driveway Access Permit	
Driveway Access Permit	\$183.00
Extension or modification of existing driveway Access	\$131.00
Temporary Driveway Access (seasonal, and must be	\$84.00 plus Letter of Credit or
removed no later than October 31st of that year)	Deposit amount for reclamation
	to natural state as per designated
	officer

Lot Grading Permit Includes lot grade for structure & final lot grade inspection)	
Lot Grade Permit (includes final Lot Grade)	\$600.00
Lot Grade Permit for accessory buildings greater than 200 sq. ft. (includes final lot grade)	\$200.00
Lot Grade Permit for accessory buildings 200 sq. ft. or less and/or with a wood floor	\$175.00
Additional request for lot grades	\$175.00 per additional site visit

Sewer & Water Permit & Meter	
Sewer Connection	\$5.00
³ / ₄ " Meter Size	\$950.00
1" Meter Size	\$1,200.00
1.5" Meter Size	\$1,925.00
2" Meter Size	\$2,200.00
Fees include cost of meter, backflow r	rev., angle valve, tail piece, flange kit, GST, service

Fees include cost of meter, backflow prev., angle valve, tail piece, flange kit, GST, service inspection costs, meter inspection costs and administration fees.

Transfer Station Access Card	
Transfer Station Card Replacement	\$20.00

Civic Addressing	
New Reflective Blade (with numbering) post & accessories	\$84.00
New Reflective ½ Blade (with numbering)	\$42.00
Replacement Reflective Blade (with numbering)	\$52.00
Replacement Reflection ½ Blade (with numbering)	\$42.00
Replacement Post	\$42.00
Installation of Blade and/or Post	\$260.00

Sign Permits	
Fascia Signs	\$136.00
Free Standing (pylons) Signs	\$136.00
Roof Top Signs	\$136.00
Projection Signs	\$136.00
Awning, Canopy Marquee Signs	\$136.00
Sign Types Not Listed	\$136.00
Mobile Signs	\$40.00 per sign/per month
Temporary Mobile Sign Permits	N/C
Replacement of sign inserts	N/C

Planning Fees Various	
Multiple Zoning Variance (1-4 Lots)	\$400.00
Multiple Zoning Variances (5-20 Lots)	\$1,600.00
Multiple Zoning Variances (over 20 lots)	\$2,000.00
Minor Variance by Development Officer	\$200.00
Conditional Use	\$500.00
Zoning By-law Amendment (Rezoning)	\$2,000.00 (plus advertising costs)
Development Plan Amendment	\$2,000.00 (plus advertising costs)
Street Name Change	\$1,000.00 (plus advertising costs)

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Development Agreement Amendment	\$400.00 plus legal & consulting fees
Secondary Plan Amendment (Same process as Rezoning)	\$2,000.00 (plus advertising costs)

C. I. I	
Subdivision (Fees and Levies)	
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Subdivision Application Fee	\$325.00
Administrative Fee	\$300.00 per lot or unit within subdivision
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Capital Lot Levy for Emergency Services, Transportation Services, Environmental Health, Recreation & Cultural Services)	\$1,500.00 per lot or unit within subdivision
Capital Contribution Levy (for the fully serviced settlements of Oakbank, Dugald & Anola to maintain street lighting, street paving, sidewalks, storm sewers & drainage swales)	\$1,500.00 per lot or unit within subdivision
Capital Water Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards water supply and treatment & distribution) ***A supplemental Water Capital Levy REU equivalent calculation on all "non Single-Family Dwelling Unit (SFD)" properties (outside of any Development Agreement(s)) will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Water Capital Levy on the difference.***	\$8,500.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision
Capital Sewer Levy (for the fully serviced settlements of Oakbank, Dugald & Anola towards sanitary sewers, treatment & collection) ***A supplemental Sewer Capital Levy REU equivalent calculation on all "non Single-Family Dwelling Unit (SFD)" properties (outside of any Development Agreement(s)) will be applied at the time of Building Permit Application to calculate the new	\$5,500.00 per Residential Equivalent Unit (REU) per lot or unit within subdivision

equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Sewer Capital Levy on the difference.*** Capital Signalization/Traffic Control Levy (for the fully serviced settlements of Oakbank, Dugald &	\$350.00 per new lot or unit within subdivision
Anola towards signalization/traffic control within the Municipality)	
Rural Wastewater Levy (lots not able to be connected to the Municipal sanitary sewer system, enabling capacity within the Municipal lagoon) ***A supplemental Rural Wastewater Levy REU equivalent calculation will be applied at the time of Building Permit Application to calculate the new equivalent REU value on said property. Properties with an REU equivalent greater than 1.0 REU will pay the current Rural Wastewater Levy on the difference.***	\$1,500.00 per Residential Equivalency Unit (REU) per lot or unit within subdivision
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Police Services	
Special Duty Rates	
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Civic Holiday	\$210.00 hour
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