

Township of Lucan Biddulph

BY-LAW NO. 51-2025

Being a by-law to establish various fees and charges for The Township of Lucan Biddulph

WHEREAS section 391 of the *Municipal Act, 2001, c. 25* authorizes municipalities to pass a by-law to impose fees and charges for the carrying out of duties and responsibilities and services;

AND WHEREAS Section 69 of the *Planning Act, R. S. O. 1990*, as amended, provides that a tariff of fees may be established for applications to the Council and the Committee of Adjustment in respect to planning matters;

AND WHEREAS section 400 (f) of the *Municipal Act, 2001 c. 25* requires the Municipality to provide notice of its intention to pass a by-law imposing fees and charges which have priority lien status;

AND WHEREAS the Township has given notice of its intent to establish user fees and charges as required by section 400 (f) of the *Municipal Act, c. 25*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Lucan Biddulph hereby enacts as follows:

1. THAT the following Schedules attached shall be deemed to form part of this by-law:
 - Schedule A – Administration Service Fees
 - Schedule B – Building and By-law Enforcement
 - Schedule C – Public Works and Engineering
 - Schedule D – Planning and Development
 - Schedule E – Fire and Emergency Services
 - Schedule F – Parks and Recreation Fees
2. THAT fees and charges established by this by-law, plus any applicable taxes, are due and payable:
 - a. at the time of the transaction for which the fee or charge is imposed; or
 - b. if upon the due date specified in any invoice issue by The Corporation the Township of Lucan Biddulph to any person or party in connection with a fee or charge listed on the schedules attached hereto.
3. THAT the fees and charges listed on the schedules attached hereto, can be paid by debit, cash, cheque or any other manner authorized by the Township of Lucan Biddulph.
4. THAT fees and charges imposed by this by-law that are unpaid as required by this by-law are subject to an additional penalty charge calculated at 1.25% per month or any part thereof.
5. THAT fees and charges listed in this by-law are subject to applicable taxes where applicable.
6. THAT By-law No. 02-2024 and any other by-law and resolution that are inconsistent with the provisions of this by-law are hereby repealed.
7. THAT this by-law shall take effect as of January 1, 2026.

Read a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this 16th day of December, 2025.

Cathy Burghardt-Jesson

MAYOR

Ron Reymer

CLERK

SCHEDULE “A” Administration

	Description of Charge	Fee/Charge
	Penalty on outstanding taxes	1.25%/month
	Interest on special charges	1.25%/month
	Interest on accounts receivable	1.25%/month
	Interest on Arena receivables	1.25%/month
	Tax Registration	All Direct Costs + 10%
	Late payment charge on Water/Wastewater Accounts Receivable	5%
	Copy of Tax, Water Bill or Statement of Account	\$5.00
	New Tax Account/Name Change	\$25.00
	Late Tax Statement	\$5.00
	New Water Account/Name Change	\$25.00
	Late Water Statement	\$5.00
	Transfer of Water Arrears to Tax Account	\$25.00
	NSF Cheque return	\$30.00
	Paymentus	All direct costs
	Photocopying	\$0.25
	Commissioner of Oath Services – Resident/Business Owner	\$10.00
	Commissioner of Oath Services - Non-Resident	\$20.00
	Burial Permit/Death Registration	\$20.00
	Administration Fee for Cost Recovery Billing, includes Third party invoices and internal professional and employee fees billed.	Cost of Invoice plus 5% administration fee (maximum of \$100 on the 5% administration fee)
	Marriage Licence	\$125.00
	Lottery Licence	\$30.00
CERTIFICATES		
	Tax/Water Certificate	\$50.00
	Zoning/Work Orders Certificate	\$75.00
	Septic System File Search	\$100.00
	Fire Work Orders Search	\$50.00
SALE OF MUNICIPAL MATERIALS		
	Township Pin	\$3.00
	County map	\$3.00
	Municipal flag	\$90.00
LIVESTOCK VALUERS		
	Attendance of Livestock Evaluator	\$150.00 (plus mileage)

SCHEDULE “B” **Building and By-law Enforcement**

BUILDING	Occupancies as per Ontario Building Code (OBC)
	Group
	Group ‘C’ – Residential Group ‘A’ – Assembly Occupancy (churches, arenas, theatres etc.) Group ‘B’ – Care & Detention Occupancy (jails, hospitals) Group ‘D’ – Business & Personal Service Occupancy (banks, etc.) Group ‘E’ – Mercantile Occupancy (stores) Group ‘F’ – Industrial Occupancy Farm Buildings

	Description of Charge	Fee/Charge
Group C	Low Density Residential (sfd)	\$1,125.00/dwelling unit up to 1500ft ² - plus \$0.66/ft ² over 1500ft ² - Minimum Fee \$1,125.00
	Multiple Residential (apt, condo, semi)	\$1,125.00/dwelling unit up to 1500ft ² - plus \$0.66/ft ² over 1500ft ² - Minimum Fee \$1,125.00
	Residential – Major alterations, additions of > 50 percent increase	\$1,125.00/dwelling unit up to 1500ft ² - plus \$0.66/ft ² over 1500ft ² - Minimum Fee \$1,125.00
	Group ‘C’ – Basement Finishes	\$200.00 up to 600ft ² , - plus 0.33/ft ² over 600ft ² for existing dwellings. - plus \$0.66/ft ² over 600ft ² for new dwellings still under construction - Minimum fee: \$200.00
	Garage, carport, accessory building, deck, porch, minor alterations, additions, retrofits, wood stoves, temporary buildings, standalone plumbing and other permits i.e. change of use, conditional, pool	\$200 up to 300 ft ² or \$200/permit flat fee for other types of permits. - plus \$0.66/ft ² over 300ft ² . - Minimum fee \$200
	Group ‘C’ - Inflatable Pools which require Permits as per Building By-law	Flat fee of \$100.00
Group A, B, D, E & F	New Construction	\$1,700.00 up to 2500ft ² . - plus \$0.70/ft ² over 2500ft ² . - Minimum fee \$1,700.00
Group A, B, D, E, & F	Major Alterations and additions (> \$10,000.00 construction value)	\$1,700.00 up to 2500ft ² . - plus \$0.70/ft ² over 2500ft ² . - Minimum fee \$1,700.00
Farm Buildings	New Construction, major alterations and additions >600 m ² (ex. intensive livestock, engineered buildings)	\$1,400.00 up to 10,000ft ² , - plus \$0.14/ft ² over 10,000ft ² . - Minimum Fee \$1,400.00
	Minor additions (<600 m ²), alterations accessory buildings, hobby farms (ex. pole frame/stud wall drive sheds/coveralls)	\$300.00 up to 2,500ft ² - plus \$0.12/ ft ² over 2500ft ² . - Minimum Fee \$300.00
Group A, B, D, E & F	Minor additions (<600 m ²), alterations, retrofit, interior finishes, mechanical stand alone	\$700.00 up to 2500ft ² . - plus \$0.28/ft ² over 2500ft ² . - Minimum fee \$700.00
	Septic Systems	\$200 flat fee – minor repair \$600 flat fee – small system \$1000 flat fee – large system

	Communication tower/facility, silo, solar panels, manure storage	\$500
	Non-residential-demolition permits	\$400
	Wind Turbines (per turbine)	1-10 \$15,000 11-20 \$10,000 21-30 \$7,500 Greater than 31 \$5,000
	Residential demolition permits	\$200
	Security deposit in residential “R” zones (assumed subdivisions)	\$2,000
	Moving buildings in Township	\$75 plus direct cost (\$5,000 deposit)
	Roadside sign permit	\$100
	Municipal address sign with post	\$60 (sign \$40, post \$20)
	Conditional building permit (administration charge only residential)	\$300
	Building re-inspections	\$200.00 after 3 rd inspection
	Abandoned Building Permit Fee	\$200.00

Plumbing		
Permit & Inspection & service call	Water connection	\$75.00 - regular business hours
	Water turn off/on	\$150.00 - after business hours
	Sanitary building sewer connection	\$75.00 – regular business hours \$150.00 – after business hours
	Storm building sewer connection	\$75.00 – regular business hours \$150.00 – after business hours
Meters & Valves	Standard Meter/installation	\$900
	Non-standard Meter/installation	Cost + \$125
	Pressure reducing valve	\$105.00
	Backflow preventor	\$90.00
	Water meter repair/installation charge	\$95.00 + parts
	Meter follow-up visit	\$95.00 per visit
Animal Control		
	Kennel Licence	\$100
	Penalties – see Animal Control By-law	
By-law Enforcement		
	Appeal to Property Standards Committee	\$200.00
	Municipal Concurrence Report – Telecommunications Towers	\$1,000.00
	Follow up By-law Enforcement Inspections Finding Continued Non-compliance	\$150.00
	Follow up By-law Enforcement Inspections Finding Continued Non-compliance - second non-compliance inspection	\$250.00
	Follow up By-law Enforcement Inspections Finding Continued Non-compliance - third and additional non-compliance inspections	\$500.00
	Request for Council Resolution to Support Applications to the Ontario Power Authority	\$150.00
	Mobile Food Outlet Licence	\$500.00

SCHEDULE “C”

Public Works and Engineering

	Description of Charge	Fees/Charge
Water & Sewer Rates		
	Bulk Water	\$2.59 per cubic meter
	Water Charge for temporary construction water per service	\$150.00
Residential, Rural, Commercial and Industrial Water Rates Charges		
	Lucan/Granton Water Flat 5/8 or 3/4 Base Charge	\$30.52/month
	1" meter base charge	\$76.30/month
	2" meter base charge	\$244.16/month
	3" meter base charge	\$488.32/month
	Lucan/Granton Water Usage Charge	\$0.93/cubic meter
Residential, Rural, Commercial and Industrial Sewer Rates Charges		
	Lucan/Granton Sewer Flat 5/8 or 3/4 meter base charge	\$52.16/month
	1" meter base charge	\$130.41/month
	2" meter base charge	\$417.29/month
	3" meter base charge	\$834.59/month
	Lucan/Granton Sewer Usage Charge	\$0.97/cubic meter
Service & Connection Fees		
	New Water Service Fee	\$150.00
	New Water Service Deposit	\$1,000.00
	New Sanitary Service Fee	\$100.00
	New Sanitary Service Deposit	\$1,000.00
	New Storm Service Fee	\$50.00
	New Storm Service Deposit	\$1,000.00
	Final Meter Read (off-cycle)	\$25.00
Roads and Development		
	Entrance Culvert	Charged out at actual cost to Township
	Working in Road/Entrance Permit	\$75.00
	New Services Road Restoration Deposit	\$2,000.00
Other		
	Tile Drain Loan Administration & Inspection	\$100.00
	Private Hydrant Testing/Inspection	\$150.00

SCHEDULE “D”

Planning and Development

	Description of Charge	Fee/Charge
	Official Plan Amendment	\$3,500.00
	Official Plan Amendment Request Settlement Area Boundary Expansion	\$6,000.00
	Zoning By-law Amendment	\$2,000.00
	Removal of Holding Symbol	\$500.00
	Temporary Use By-law	\$1,000.00
	Consent Application <ul style="list-style-type: none"> Each additional consent application on the same lot 	\$2,000.00 \$850.00
	Consent Amendment Application	\$850.00
	Consent Cancellation Application	\$500.00
	Minor Variance Application	\$1,200.00
	Site Plan Control Application	\$2,500.00
	Site Plan Control Amendment	\$1,000.00
	Part Lot Control Exemption	\$1,000.00
	Draft Plan of Subdivision or Condominium review	\$4,000.00
	Redline Amendment for Subdivision or Condominium	\$1,000.00 (Major) \$500.00 (Minor)
Cash-in-lieu of Parkland Dedication		
	Cash-in-lieu of parkland dedication per new residential lot created by consent	\$1,500.00
	Cash-in-lieu of parkland dedication per new non-residential lot created by consent	\$1,000.00
	Cash-in-lieu of parkland dedication for residential draft plan of subdivision	5% of the appraised value of the land the day before draft plan approval is granted
	Cash-in-lieu of parkland dedication for non-residential draft plan of subdivision	2% of the appraised value of the land the day before draft plan approval is granted
Development Charges – rates as set in current DC By-law with CPI indexing imposed		

SCHEDULE “E” Fire Services

Fire & Emergency Services	
For attending the scene of a MVC; a) Involving dangerous goods (as defined under the Dangerous Goods Act) and/or vehicle with a gross weight over 11,000kg. or b) Where the fire department provided extrication, fire suppression, stand-by/fire prevention, assisted OPP with traffic control, spill mitigation or site clean-up services.	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call. Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.
For response to incidents involving the release, or potential release, of dangerous goods (not covered under above)	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.
For fire department response fees/indemnification Technology.	Refer to Bylaw 68-2019
For responding to false alarms from an automatic alarm system; a) First false alarm in any 12 month period b) Second false alarm in any 12 month period c) Third and subsequent false alarms in any 12 month period	a) Nil b) Warning letter c) Current MTO rate per occurrence
For responding to an open air burn by-law violation as outlined in the Township by-law	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.
For attending an incident at a property where no locate was obtained or where requirements of the locate had not been followed.	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.
For providing a Fire Watch on a premises as required under the Ontario Fire Code.	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call.
For repair or replacement of any fire department or municipal items consumed, dispensed, damaged or destroyed during the course of incidents in the above noted.	Cost plus \$25 for repair or replacement of items valued at under \$500 each. Cost plus 15% for all items valued at over \$500 each.
For recovery of costs invoiced to the fire department or municipality for any goods or services provided during the course of incidents noted above.	Cost plus \$25 for repair or replacement of items valued at under \$500 each. Cost plus 15% for all items valued at over \$500 each.
SCBA Cylinder Refills	\$15 per cylinder
Request for fire incident report from a non-government agency.	\$101 per report
Non-Emergency Services	
Inspection – Residential and Ontario Building Code Group C Occupancies a) Residential single unit dwelling b) Residential multi-unit dwelling c) Follow up meetings or inspections	a) \$101.00 b) \$126 plus \$25 per unit c) \$25 per half hour or part thereof
Inspection – Ontario Building Code Group B, D, E, and F Occupancies a) Up to 10,000 square feet b) Every additional 2,500	a) \$125 b) \$25

c) Follow up meetings or inspections	c) \$25 per half hour or part thereof
Fire Extinguisher Training (3 rd party)	\$250.00
Inspection – Tent or Marque Where Fire Code Inspection is required or requested.	\$125
Plans Review Review of Construction Plans	\$25 per half hour or part thereof
Fire Safety Plan a) Request to review a fire safety plan b) Request to review a fire safety plan and provide response	a) Nil b) \$101
Propane Risk & Safety Management Plan (RSMP) Review	\$25 per half hour or part thereof
Fire Drill Attendance a) Attend b) Attend and provide written response	a) Nil b) \$51
Other services required For recovery of costs invoiced to the fire department or municipality for any goods or services provided for fire inspection or prevention services.	Costs plus \$25 for invoices under \$500 and cost plus 15% for invoices over \$500
Request for fire inspection report(s) from a non-governmental agency	\$126

SCHEDULE “F”

Recreation/Parks/Facilities

Note: Schedule "F" - in effect April 1, 2026 to March 31, 2027

	Description of Charge	Fee/Charge (HST included unless otherwise stipulated)
Ice Rates	Prime Ice– hourly rate	\$223.00
	Summer Ice – hourly rate	\$239.00
	Daytime – hourly rate	\$128.00
	Ticket Ice - 1-4 people	\$71.00
	Floor – hourly rate	\$79.00
	Seniors Shinny (registered per session)	\$5.00 (session based)
	Minor Sports Rate (prime time) - hourly rate (only applicable to Lucan Biddulph minor Sports Groups)	\$200.00
Main Hall	Fri-Sun (Up to 450 ppl)	\$642.00
	Fri-Sun (Over 450 ppl & festival)	\$811.00
	Mon-Thurs	\$433.00
	Hourly Rate – (min. 3 hours)	\$90.00
	Funeral Lunch	\$175.00
	Gym Only – Adults per hour	\$67.00
	Gym Only – Youth (under 18) per hour	\$50.00
	Gym Only – Youth Drop in program	\$3.00 (HST n/a)
	Gym Only – Cricket per hour	\$90.00 (effective Jan 1, 2026)
	Kitchen – hourly rate	\$34.00
	Kitchen – full day	\$135.00
	Hall Hold (maximum one day)	\$250.00
	Pickleball –(registered session)	\$4.00 per day (session based)
	Active Pass	\$45.00 per month or \$5.00 drop-in
	Day Camp (1 st Child)	\$200.00 per week (HST n/a)
	Day Camp (per additional child)	\$175.00 (HST n/a)
Craft Show	Entrance Fee	\$4.00 per day
	Main Hall - 1 Table	\$140.00
	Main Hall - 2 Tables	\$225.00
	Main Hall - 3 Tables	\$305.00
	Active Living Centre – 1 Table	\$125.00
	Active Living Centre – 2 Tables	\$195.00
	Active Living Centre – 3 Tables	\$255.00
	Youth Entrepreneur Rate (must be under 17 years of age)	\$62.00 (HST n/a)
Multi-Purpose Hall	Full Day Rate	\$371.00
	Hourly Rate	\$75.00
Active Living Centre	Full Day Rate	\$309.00
	Hourly Rate	\$70.00
Lions Den	Full Day Rate	\$309.00
	Hourly Rate	\$70.00
Programming Rate	Hourly (note must meet definition of programming)	\$32.00

Pool	Public Swim	\$5.00 (HST n/a)
	Evening Public Swim	\$3.00 (HST n/a)
	Pool Rental - per hour	\$125.00
	Swim Membership – Individual	\$83.00 (HST incl. where applicable)
	Family Membership – Maximum 2 Adults, 3 Youth	\$180.00
	Swim Lessons – per session	\$80.00 (HST n/a)
	JR. Swim Team – per season	\$93.00 (HST n/a)
	SR. Swim Team – per season	\$120.00 (HST n/a)
	Private Lessons – 30 mins	\$20.00 (HST n/a)
	Aqua Fit and Lane Swim	\$5.00 (HST incl.)
Parks	Minor Soccer/Baseball Season - per player, Introductory Sport Rate - per player	\$30.00 per player soccer (premier field usage) (HST n/a) \$23.00 per player (HST n/a) \$8.00 per player (HST n/a)
	Adult/Season - soccer and/or baseball	\$610.00
	Soccer Premier Field Season	\$1,000.00
	Soccer Premier Field Per Game	\$110.00
	Per Game Rate	\$75.00
	Tournament – 3 Day	\$551.00
	Tournament – 2 Day	\$394.00
	Granton Pavilion - kitchen	\$101.00
	Pavilions - Market/Elm	\$68.00
Advertising	Rink Board 4x8	\$484.00
	Zamboni (Contracted)	\$2801.00
	Ice Logo	\$675.00
	Baseball Diamond 4x8	\$225.00
	Snap Frame	\$59.00