



**THE CORPORATION OF THE  
TOWN OF COBALT**

**BY-LAW NO. 2023-33**

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**Being a By-Law to Establish User Fees for the Town of Cobalt Facilities and Services**

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**WHEREAS** the Municipal Act S.O. 2001, c.25, Section 391, allows Municipalities to set user fees by By-Law to recover costs for providing certain services or facilities;

**AND WHEREAS** the municipality deems it expedient to pass a By-Law to adopt rates for users of its facilities or services:

**NOW THEREFORE** the Town of Cobalt enacts as follows;

- 1) That the user fee schedules A, B, C, D, E, F attached hereto are declared to be and form part of this By-Law.
- 2) That these schedules of fees be used for the rates charged to users. Applicable taxes will be added to all taxable services.
- 3) That the Municipal Administrator is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and schedules as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the By-Law.
- 4) That this By-Law shall come into force and effect as of January 1, 2024 and remain in force and effect until repealed.
- 5) That By-Law 2020-50, as amended, is hereby repealed.

**READ a FIRST, SECOND AND THIRD TIME and FINALLY PASSED** on the 21<sup>st</sup> day of November, 2023.

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Mayor

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Clerk



**THE CORPORATION OF THE  
TOWN OF COBALT**

**Schedule "A" to By-Law 2023 - 33**

**To Establish User Fees for 2024-2026**



**THE CORPORATION OF THE TOWN OF COBALT**  
**SCHEDULE “A” TO BY-LAW 2023-33**  
**USER FEES: ENVIRONMENTAL SERVICES**

<b>WATER SERVICES – ANNUAL RATES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Residential Water Operating Rate	\$ 559.44	Subject to Annual Review	Subject to Annual Review
Multi-Residential Water Operating Rate <i>per unit</i>	\$ 559.44	Subject to Annual Review	Subject to Annual Review
Commercial Water Operating Rate #1	\$ 447.56	Subject to Annual Review	Subject to Annual Review
Commercial Water Operating Rate #2	\$ 839.16	Subject to Annual Review	Subject to Annual Review
Institutional Operating Rate	\$2,397.60	Subject to Annual Review	Subject to Annual Review
Water Capital Rate <i>per account</i>	\$ 127.44	Subject to Annual Review	Subject to Annual Review
Connection / Disconnection Fee <i>per request</i>	\$ 55.00	Subject to Annual Review	Subject to Annual Review

<b>SEWER SERVICES – ANNUAL RATES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Residential Sewer Operating Rate	\$ 231.00	Subject to Annual Review	Subject to Annual Review
Multi-Residential Sewer Operating Rate <i>per unit</i>	\$ 231.00	Subject to Annual Review	Subject to Annual Review
Sewer Capital Rate <i>per account</i>	\$ 63.00	Subject to Annual Review	Subject to Annual Review

<b>WASTE MANAGEMENT FEES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Waste Management Collection <i>per unit</i>	\$ 233.00	Subject to Annual Review	Subject to Annual Review
Garbage Bin (65 Gallon) - Replacement Cart	\$ 75.00	\$ 80.00	\$ 85.00
Recycling Bin (95 Gallon) – Replacement Cart	\$ 85.00	\$ 90.00	\$ 95.00



**THE CORPORATION OF THE TOWN OF COBALT  
 APPENDIX "A" TO SCHEDULE "A" TO  
 USER FEE BY-LAW NO. 2023-33**

<b>Commercial Operating Rate #1</b>
- Library, Museums
- Medical Office, Private Offices,
- Retail Stores
- Post Office
- Garages/Service Centers
- Home Businesses
<b>Commercial Operating Rate #2</b>
- Hotel/Tavern
- Industrial
- Restaurants
- Sports Complex
- Theatre
- Barber Shop / Hair Salon
- Group Home
<b>Institutional Rate</b>
- Schools



**THE CORPORATION OF THE TOWN OF COBALT  
SCHEDULE “B” TO BY-LAW 2023-33**

**USER FEES: PROTECTION TO PERSONS & PROPERTY**

<b>SPECIAL CHARGES – ANNUAL RATES</b>		<b>2024</b>	<b>2025</b>	<b>2026</b>
OPP	<i>per unit</i>	\$ 625.00	Subject to Annual Review	Subject to Annual Review
Street Lights	<i>per unit</i>	\$ 20.00	Subject to Annual Review	Subject to Annual Review

<b>FIRE REPORT FEES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
File Search	\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Residential	\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Multi-Residential <i>per unit</i>	\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Commercial	\$ 150.00	\$ 155.00	\$ 160.00

<b>FIRE SERVICE FEES</b>			
False Alarms - Response to over 3 in one calendar year	\$ 500.00	\$ 500.00	\$ 500.00
Motor Vehicle Fires - Non-Resident	<i>Current MTO Rates</i>		
Motor Vehicle Collisions – Non-Resident	<i>Current MTO Rates</i>		
Standby Requests / Additional Expenses – to retain a private contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation	<i>Current MTO Rates / Actual Costs</i>		
Response to fires on or beside rail lines caused by debris left from maintenance of rail line.	<i>Current MTO Rates</i>		
Recover Costs of Extinguishing Open-Air Fire	<i>Actual Costs</i>		
Replacement of Equipment and Resources Used	<i>Actual Costs</i>		



**THE CORPORATION OF THE TOWN OF COBALT**  
**SCHEDULE “C” TO BY-LAW 2023-33**

**USER FEES: ADMINISTRATION**

Fees are per roll & per year unless otherwise noted

<b>CLERK’S SERVICES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Commissioner of Oaths	\$ 10.00	\$ 13.00	\$ 15.00
Commissioner of Oaths – Non Resident	\$ 35.00	\$ 38.00	\$ 40.00
Proof of Residency Letter	\$ 10.00	\$ 13.00	\$ 15.00
Lottery Licensing	<i>As per OLG Regulations</i>		
<b>ADMINISTRATION</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NSF Cheque Service Charge	\$ 50.00	\$ 51.00	\$ 52.00
Administrative Fee (for Cost Recovery Invoices)	10%	10%	10%
Property Information Certificate	\$ 110.00	\$ 120.00	\$ 130.00
Property Information Certificate – Rush <i>(less than 5 business days)</i>	\$ 150.00	\$ 160.00	\$ 170.00
Duplicate Copy of Property Tax Billing	\$ 10.00	\$ 10.00	\$ 10.00
Statement of Account	\$ 10.00	\$ 10.00	\$ 10.00
Past Due Notice	\$ 2.00	\$ 3.00	\$ 4.00
Refund of Payment / Misapplied Payment Correction	\$ 30.00	\$ 33.00	\$ 35.00
Unpaid charges added to the Tax Roll for collection	\$ 30.00	\$ 33.00	\$ 35.00

<b>PUBLIC WORKS SERVICE FEES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Service Call After Hours (min 4 hours) <i>per hour</i>	\$ 105.00	\$ 110.00	\$ 115.00
Use of Municipal Fleet	<i>MTO Rates</i>		
Labour Rate	<i>Actual Cost</i>		

<b>Interest on Overdue Accounts</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Property Tax <i>as per Municipal Act, 2001 s.345(2)(3)</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Utility Billing <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Accounts Receivable <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month

<b>TAX REGISTRATION RATES</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
First Warning Letter	\$ 25.00	\$ 28.00	\$ 30.00
Second Warning Letter	\$ 40.00	\$ 43.00	\$ 45.00
File Preparation	\$ 80.00	\$ 90.00	\$ 100.00
Registered Letter	\$ 25.00	\$ 28.00	\$ 30.00
File Action	<i>Cost + 10%</i>		
Hand Delivery of Notices	\$ 30.00	\$ 33.00	\$ 35.00
Processing of Property Tax Extension Agreement	\$ 250.00	\$ 275.00	\$ 300.00
Cancellation of Tax Arrears Certificate	\$ 80.00	\$ 90.00	\$ 100.00
Property Tax Sale Tender Packages - Printed Copy	\$ 25.00	\$ 28.00	\$ 30.00
Tender Opening and Examination	\$ 425.00	\$ 450.00	\$ 475.00
Payment into Court	10% of purchase price / minimum of \$500.00		

<b>Municipal Freedom of Information Request</b> <i>As per Ministry of Government &amp; Consumer Services</i>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Application Fee <i>per request</i>	\$ 5.00	\$ 5.00	\$ 5.00
Photocopies per page (black and white)	\$ 0.20	\$ 0.20	\$ 0.20
Search Time for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50
Records Preparation Fee for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50



**THE CORPORATION OF THE TOWN OF COBALT**  
**SCHEDULE “D” TO BY-LAW 2023-33**

**USER FEES: PLANNING**

	<b>2024</b>	<b>2025</b>	<b>2026</b>
Application Deposit	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Amend Official Plan Amendment Application	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Zoning By-Law Amendment Application	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Minor Variance Application	\$ 750.00	\$ 750.00	\$ 750.00
Consent Application	\$ 750.00	\$ 750.00	\$ 750.00
Deeming Application	\$ 750.00	\$ 750.00	\$ 750.00
Encroachment Agreement Application	\$ 50.00	\$ 50.00	\$ 50.00
Encroachment Agreement Annual Fee	\$ 50.00	\$ 50.00	\$ 50.00
Official Plan – printed copy <i>(View for free at <a href="http://www.cobalt.ca">www.cobalt.ca</a>)</i>	\$ 125.00	\$ 125.00	\$ 125.00
Zoning By-Law – printed copy <i>(View for free at <a href="http://www.cobalt.ca">www.cobalt.ca</a>)</i>	\$ 100.00	\$ 100.00	\$ 100.00





**THE CORPORATION OF THE TOWN OF COBALT**  
**SCHEDULE "E" TO BY-LAW 2023-33**

**USER FEES: FACILITIES**

**2024-2026**

<b>COMMUNITY HALL RATES</b>	<b>Fee</b>	<b>Applicable Taxes</b>	<b>Subtotal</b>	<b>Deposit</b>	<b>Total</b>
Hall Rental	\$ 350.00	\$ 45.50	\$ 395.50	\$ 250.00	\$ 645.50
Service Clubs/Charitable Function Rentals (50% discount as per policy)	\$ 175.00	\$ 22.75	\$ 197.75	\$ 250.00	\$ 447.75
Rentals under 4 hours	\$ 120.00	\$ 15.60	\$ 135.60	<i>No deposit</i>	\$ 135.60
Business Centre – Municipal Public Meetings	FREE				FREE
Damage Deposit for Hall <i>No HST</i>	\$ 250.00				\$ 250.00

**Rentals are not available at this time.**



**THE CORPORATION OF THE TOWN OF COBALT**

**SCHEDULE “F” TO BY-LAW 2023-33**

**USER FEES: SILVERLAND CEMETERY**

**2024-2026 Rates**

Resident Rates: Cobalt or Coleman Resident or if last address prior to Long Term Care or Hospital was Cobalt or Coleman

<b>PURCHASE OF PLOT</b>	<b>Plot Fee</b>	<b>Care &amp; Maintenance</b> <i>(40% of sale of plot - Provincial Legislation)</i>	<b>Subtotal</b>	<b>Applicable Taxes</b>	<b>Total</b>
Grave – Adult	\$ 750.00	\$ 300.00	\$ 1,050.00	\$ 97.50	\$ 1,147.50
Grave – Child (17 years and younger)	\$ 600.00	\$ 240.00	\$ 840.00	\$ 78.00	\$ 918.00
Cremation Lot	\$ 375.00	\$ 150.00	\$ 525.00	\$ 48.75	\$ 573.75

<b>INTERMENT / DISINTERMENT</b>	<b>Internment Fees</b>	<b>Applicable Taxes</b>	<b>Total</b>
Adult	\$ 750.00	\$ 97.50	\$ 847.50
Child (17 years and younger)	\$ 375.00	\$ 48.75	\$ 423.75
Cremation	\$ 375.00	\$ 48.75	\$ 423.75
Disinterment – Full Casket	\$ 2,250.00	\$ 292.50	\$ 2,542.50
Disinterment – Cremation	\$ 1,125.00	\$ 146.25	\$ 1,271.25

<b>MARKER</b> <i>Provincial Legislation Fee</i>	<b>Marker Fee</b>	<b>Applicable Taxes</b>	<b>Total</b>
Flat Marker <i>(smaller than 173in<sup>2</sup>)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in<sup>2</sup> or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94



**THE CORPORATION OF THE TOWN OF COBALT**

**SCHEDULE “F” TO BY-LAW 2023-33**

**USER FEES: SILVERLAND CEMETERY**

**2024-2026 Rates**

**Non - Resident Rates**

<b>PURCHASE OF PLOT</b>	<b>Plot Fee</b>	<b>Care &amp; Maintenance</b> <i>(40% of sale of plot - Provincial Legislation)</i>	<b>Subtotal</b>	<b>Applicable Taxes</b>	<b>Total</b>
Grave – Adult	\$ 900.00	\$ 360.00	\$ 1,260.00	\$ 117.00	\$ 1,377.00
Grave – Child (17 years and younger)	\$ 720.00	\$ 288.00	\$ 1,008.00	\$ 93.60	\$ 1,101.60
Cremation Lot	\$ 450.00	\$ 180.00	\$ 630.00	\$ 58.50	\$ 688.50

<b>INTERMENT / DISINTERMENT</b>	<b>Internment Fees</b>	<b>Applicable Taxes</b>	<b>Total</b>
Adult	\$ 900.00	\$ 117.00	\$ 1,017.00
Child (17 years and younger)	\$ 450.00	\$ 58.50	\$ 508.50
Cremation	\$ 450.00	\$ 58.50	\$ 508.50
Disinterment – Full Casket	\$ 2,700.00	\$ 351.00	\$ 3,051.00
Disinterment – Cremation	\$ 1,350.00	\$ 175.50	\$ 1,525.50

<b>MARKER –</b> <i>Provincial Legislation Fee</i>	<b>Marker Fee</b>	<b>Applicable Taxes</b>	<b>Total</b>
Flat Marker <i>(smaller than 173in<sup>2</sup>)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in<sup>2</sup> or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94