



**THE CORPORATION OF THE
TOWN OF COBALT**

Office Consolidated

BY-LAW NO. 2023-33

**BEING A BY-LAW TO ESTABLISH USER FEES FOR THE TOWN OF COBALT
FACILITIES AND SERVICES FOR 2024-2026**

By-Laws amending original Municipal By-Law No. 2023-33:

By-Law No. 2024-11	April 2, 2024	Rates update for Water Services, Waste Management & OPP
By-Law No. 2024-17	April 30, 2024	Rates Updates for Admin Fee & Planning
By-Law No. 2024-36	September 17, 2024	Creation of Removal of Heritage Designation Rate (Planning)
By-Law No. 2024-45	December 10, 2024	Creation of Columbarium Fees for Silverland Cemetery
By-Law No. 2025-03	January 14, 2025	Rates update for Planning
By-Law No. 2025-17	May 27, 2025	Rates update for Water, Waste Management, OPP & Fire

List of Schedules to By-Law No. 2023-33:

Schedule "A": Environmental Services
Schedule "B": Protection to Persons and Property
Schedule "C": Administration
Schedule "D": Planning
Schedule "E": Facilities
Schedule "F": Silverland Cemetery

Note:

This office consolidation has been prepared to assist the reader in understanding the amendments to
By-Law No. 2023-33



**THE CORPORATION OF THE
TOWN OF COBALT**

BY-LAW NO. 2023-33

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

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- 4) That this By-Law shall come into force and effect as of January 1, 2024 and remain in force and effect until repealed.
- 5) That By-Law 2020-50, as amended, is hereby repealed.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 21st day of November, 2023.



Mayor



Clerk



**THE CORPORATION OF THE
TOWN OF COBALT**

Schedules 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

WATER SERVICES – ANNUAL RATES	2024	2025	2026
Residential Water Operating Rate	\$ 604.20	\$ 664.62	Subject to Annual Review
Multi-Residential Water Operating Rate <i>per unit</i>	\$ 604.20	\$ 664.62	Subject to Annual Review
Commercial Water Operating Rate #1	\$ 483.36	\$ 517.20	Subject to Annual Review
Commercial Water Operating Rate #2	\$ 906.29	\$ 969.73	Subject to Annual Review
Institutional Operating Rate	\$2,589.41	\$2,770.67	Subject to Annual Review
Water Capital Rate <i>per account</i>	\$ 127.44	\$ 127.44	Subject to Annual Review
Connection / Disconnection Fee <i>per request</i>	\$ 55.00	\$ 55.00	Subject to Annual Review

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

WASTE MANAGEMENT FEES	2024	2025	2026
Waste Management Collection <i>per unit</i>	\$ 295.00	\$ 295.00	Subject to Annual Review
Garbage Bin (65 Gallon) - Replacement Cart	\$ 75.00	\$ 80.00	\$ 85.00
Recycling Bin (95 Gallon) – Replacement Cart	\$ 85.00	As per Circular Materials	As per Circular Materials



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

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



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

USER FEES: PROTECTION TO PERSONS & PROPERTY

SPECIAL CHARGES – ANNUAL RATES		2024	2025	2026
OPP	<i>per unit</i>	\$ 625.00	\$ 685.00	Subject to Annual Review
Street Lights	<i>per unit</i>	\$ 20.00	\$ 20.00	Subject to Annual Review

FIRE REPORT FEES		2024	2025	2026
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

FIRE SERVICE FEES		2024	2025	2026
False Alarms		\$ 500.00	\$ 500.00	\$ 500.00
- Response to over 3 in one calendar year				
Fire Permit January 1 - May 15		\$ 20.00	\$ 20.00	\$ 20.00
Fire Permit May 16 - December 31		\$ 30.00	\$ 30.00	\$ 30.00
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

CLERK'S SERVICES	2024	2025	2026
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>		

ADMINISTRATION	2024	2025	2026
NSF Cheque Service Charge	\$ 50.00	\$ 51.00	\$ 52.00
Administrative Fee (for Cost Recovery Invoices)	15%	15%	15%
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
By-Law Officer Site Visit / Hand Delivery of Notice	\$ 30.00	\$ 33.00	\$ 35.00
Registered Letter	\$ 25.00	\$ 28.00	\$ 30.00

PUBLIC WORKS SERVICE FEES	2024	2025	2026
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>		

Interest on Overdue Accounts	2024	2025	2026
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

TAX REGISTRATION RATES	2024	2025	2026
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		

Municipal Freedom of Information Request <i>As per Ministry of Government & Consumer Services</i>	2024	2025	2026
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

	2024	2025	2026
Application Deposit <i>held until after appeal period expires</i>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Pre-Consultation	\$ 325.00	\$ 325.00	\$ 325.00
Official Plan Amendment Application	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
Concurrent Official Plan and Zoning By-Law Amendment	\$ 4,550.00	\$ 4,550.00	\$ 4,550.00
Zoning By-Law Amendment Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Temporary Use By-Law	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Removal of Holding Provision	\$ 975.00	\$ 975.00	\$ 975.00
Consent Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Consent Stamp Review	\$ 325.00	\$ 325.00	\$ 325.00
Certificate of Cancellation	\$ 325.00	\$ 325.00	\$ 325.00
Validation Certificate	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Draft Plan of Subdivision/Plan of Condominium Application	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
Draft Plan Approval Extension	\$ 390.00	\$ 390.00	\$ 390.00
Draft Plan Approval Reinstatement	\$ 390.00	\$ 390.00	\$ 390.00
Part Lot Control Exemption	\$ 975.00	\$ 975.00	\$ 975.00
Site Plan Control	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Site Plan Agreement Amendment	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Telecommunication Tower Land Use Authority Review	\$ 650.00	\$ 650.00	\$ 650.00
Peer Review	<i>Cost Recovery</i>		
3 rd Party Ontario Land Tribunal Hearing	<i>Cost Recovery</i>		
Legal Fees	<i>Cost Recovery</i>		
Minor Variance Application	\$ 750.00	\$ 1,040.00	\$ 1,040.00
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 www.cobalt.ca)</i>	\$ 125.00	\$ 125.00	\$ 125.00
Zoning By-Law – printed copy <i>(View for free at www.cobalt.ca)</i>	\$ 100.00	\$ 100.00	\$ 100.00
Removal of Heritage Designation Application	\$ 750.00	\$ 750.00	\$ 750.00



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE “E” TO BY-LAW 2023-33

USER FEES: FACILITIES

2024-2026

COMMUNITY HALL RATES	Fee	Applicable Taxes	Subtotal	Deposit	Total
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

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
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	\$ 175.00	\$ 550.00	\$ 48.75	\$ 598.75

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$2,500.00	\$ 375.00	\$ 2,875.00	\$ 325.00	\$3,200.00
Level B	\$2,250.00	\$ 337.50	\$ 2,587.50	\$ 292.50	\$3,442.50
Level C	\$2,000.00	\$ 300.00	\$ 2,800.00	\$ 260.00	\$2,880.00
Level D (Bottom – lowest level)	\$1,800.00	\$ 270.00	\$ 2,070.00	\$ 234.00	\$2,304.00

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
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
Columbarium	\$ 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
Disinterment - Columbarium	\$ 375.00	\$ 48.75	\$ 423.75

MARKER <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in² 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

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 85.00	\$ 10.92	\$ 94.92



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE “F” TO BY-LAW 2023-33

USER FEES: SILVERLAND CEMETERY

2024-2026 Rates

Non - Resident Rates

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
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

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$ 2,875.00	\$ 431.25	\$ 3,306.25	\$ 373.75	\$3,680.00
Level B	\$2,587.50	\$ 388.13	\$ 2,975.63	\$ 336.38	\$3,312.01
Level C	\$2,300.00	\$ 345.00	\$ 2,645.00	\$ 299.00	\$2,944.00
Level D (Bottom – lowest level)	\$2,070.00	\$ 310.50	\$ 2,380.50	\$ 269.10	\$2,649.60

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
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
Columbarium	\$ 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
Disinterment – Columbarium	\$ 450.00	\$ 58.50	\$ 508.50

MARKER – <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in² 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

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 100.00	\$ 13.00	\$ 113.00