



**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
By-Law No. 2025-22	June 24, 2025	Water Rate for Coleman Twp & New Schedule for Animal Control Services
By-Law No. 2025-39	December 9, 2025	Animal Control Services Rates for 2026

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
Schedule "G": Animal Control Services

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	\$ 790.00
Multi-Residential Water Operating Rate <i>per unit</i>	\$ 604.20	\$ 664.62	\$ 790.00
Commercial Water Operating Rate #1	\$ 483.36	\$ 517.20	\$ 615.00
Commercial Water Operating Rate #2	\$ 906.29	\$ 969.73	\$1,150.00
Institutional Operating Rate	\$2,589.41	\$2,770.67	\$3,300.00
Water Capital Rate <i>per account</i>	\$ 127.44	\$ 127.44	\$ 160.00
Connection / Disconnection Fee <i>per request</i>	\$ 55.00	\$ 55.00	\$ 55.00
Delivery Charge – Township of Coleman <i>monthly rate</i>	\$ 49.05	\$ 49.05	\$ 49.05

SEWER SERVICES – ANNUAL RATES	2024	2025	2026
Residential Sewer Operating Rate	\$ 231.00	\$ 231.00	\$ 260.00
Multi-Residential Sewer Operating Rate <i>per unit</i>	\$ 231.00	\$ 231.00	\$ 260.00
Sewer Capital Rate <i>per account</i>	\$ 63.00	\$ 63.00	\$ 65.00

WASTE MANAGEMENT FEES	2024	2025	2026
Waste Management Collection <i>per unit</i>	\$ 295.00	\$ 295.00	\$ 295.00
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	\$ 725.00
OPP – Vacant Lot <i>per unit</i>	\$ 50.00	\$ 50.00	\$ 50.00
Street Lights <i>per unit</i>	\$ 20.00	\$ 20.00	\$ 20.00

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 - Response to over 3 in one calendar year	\$ 500.00	\$ 500.00	\$ 500.00
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			Applicable Taxes (On Cemetery Revenue Only)	Total
	Cemetery Revenue	Care & Maintenance (40% Provincial Legislation)	Plot Total		
Grave – Adult	\$ 750.00	\$ 500.00	\$ 1,250.00	\$ 97.50	\$ 1,347.50
Grave – Child (17 years and younger)	\$ 600.00	\$ 400.00	\$ 1,000.00	\$ 78.00	\$ 1,078.00
Cremation Lot	\$ 375.00	\$ 250.00	\$ 625.00	\$ 48.75	\$ 673.75

PURCHASE OF NICHE	Plot Fee			Applicable Taxes (On Cemetery Revenue Only)	Total
	Cemetery Revenue	Care & Maintenance (15% Provincial Legislation)	Plot Total		
Level A (Top – highest level)	\$2,500.00	\$ 441.18	\$ 2,941.18	\$ 325.00	\$3,266.18
Level B	\$2,250.00	\$ 397.06	\$ 2,647.06	\$ 292.50	\$2,939.56
Level C	\$2,000.00	\$ 352.95	\$ 2,352.95	\$ 260.00	\$2,612.95
Level D (Bottom – lowest level)	\$1,800.00	\$ 317.65	\$ 2,117.65	\$ 234.00	\$2,351.65

Care & Maintenance fee is a mandatory, non-refundable contribution put into an irrevocable trust fund to ensure the long-term upkeep, groundskeeping and structural repairs of a cemetery in perpetuity. The principal amount remains locked in a trust and only the generated interest is used. Under the Ontario's Funeral, Burial and Cremation Services Act, licensed cemetery operators must collect these fees upon the sale of in-ground graves, crypts, niches, scattering rights, or when installing markers.

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			Applicable Taxes <i>(On Cemetery Revenue Only)</i>	Total
	Cemetery Revenue	Care & Maintenance <i>(40% Provincial Legislation)</i>	Plot Total		
Grave – Adult	\$ 900.00	\$ 600.00	\$ 1,500.00	\$ 117.00	\$ 1,617.00
Grave – Child (17 years and younger)	\$ 720.00	\$ 480.00	\$ 1,200.00	\$ 93.60	\$ 1,293.60
Cremation Lot	\$ 450.00	\$ 300.00	\$ 750.00	\$ 58.50	\$ 808.50

PURCHASE OF NICHE	Plot Fee			Applicable Taxes <i>(On Cemetery Revenue Only)</i>	Total
	Cemetery Revenue	Care & Maintenance <i>(15% Provincial Legislation)</i>	Plot Total		
Level A (Top – highest level)	\$ 2,875.00	\$ 507.36	\$ 3,382.36	\$ 373.75	\$3,756.11
Level B	\$2,587.50	\$ 456.62	\$ 3,044.12	\$ 336.38	\$3,380.50
Level C	\$2,300.00	\$ 405.89	\$ 2,705.89	\$ 299.00	\$3,004.89
Level D (Bottom – lowest level)	\$2,070.00	\$ 365.30	\$ 2,435.30	\$ 269.10	\$2,704.40

Care & Maintenance fee is a mandatory, non-refundable contribution put into an irrevocable trust fund to ensure the long-term upkeep, groundskeeping and structural repairs of a cemetery in perpetuity. The principal amount remains locked in a trust and only the generated interest is used. Under the Ontario's Funeral, Burial and Cremation Services Act, licensed cemetery operators must collect these fees upon the sale of in-ground graves, crypts, niches, scattering rights, or when installing markers.

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



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

USER FEES: ANIMAL CONTROL SERVICES

IMPOUNDMENT OR DETAINED	2024	2025	2026
Impoundment Fee	\$ 30.00	\$ 30.00	\$ 30.00
Daily Boarding Fee	\$ 15.00	\$ 15.00	\$ 15.00
Quarantined Animal Daily Boarding Fee	\$ 30.00	\$ 30.00	\$ 30.00
Humane Services/Adoption Fee	\$ 50.00	\$ 50.00	\$ 50.00
Euthanized Services Fee	\$ 70.00	\$ 70.00	\$ 70.00
Disposal of Non-Impounded Animal Fee up to 40lbs	\$ 30.00	\$ 30.00	\$ 30.00
Disposal of Non-Impounded Animal Fee above 40lbs to a maximum of 110lbs	\$ 75.00	\$ 75.00	\$ 75.00
Disposal of Non-Impounded Animal Fee above 110lbs	\$ 100.00	\$ 100.00	\$ 100.00

TAGS AND LICENSES	2024	2025	2026
Register a Service Animal	\$ 0.00		
Register an Animal before February 1 st			
Register a spayed or neutered animal	\$ 10.00	\$ 10.00	\$ 10.00
Register an unfixed animal	\$ 20.00	\$ 20.00	\$ 20.00
Register an Animal February 1 st to December 31 st			
Register a spayed or neutered animal	\$ 20.00	\$ 20.00	\$ 20.00
Register an unfixed animal	\$ 30.00	\$ 30.00	\$ 30.00
Senior Citizen Registration Fee	50% discount		
Purchase a Replacement Tag	\$ 5.00	\$ 5.00	\$ 5.00
Register an Animal that was impounded	Double the prescribed fee		

KENNEL FEES	2024	2025	2026
Kennel License Fee	\$ 200.00	\$ 200.00	\$ 200.00
Kennel Inspection Fee	\$ 50.00	\$ 50.00	\$ 50.00