

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 20-2026

Being a By-law to Establish Fees and Charges
for services provided by the Municipality of Whitestone
and to repeal By-law Nos. 08-2024 and 25-2025

WHEREAS Section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

AND WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS Section 7 of the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended, authorizes a municipal Council of a municipality to pass a By-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

NOW THEREFORE the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

1. **GENERAL:**

- 1.1. The Council of the Corporation of the Municipality of Whitestone Council hereby establishes the fees and charges as set out in the Schedules attached hereto and forming an integral part of this By-law.
- 1.2. This By-law shall be known and may be cited as the "Municipality of Whitestone Fees and Charges By-law".
- 1.3. The fees set out in the attached Schedules shall be paid for the services or activities listed, and all fees are per occasion or request unless noted otherwise.
- 1.4. The fees and charges will be subject to Harmonized Sales Tax (HST) where applicable.

2. **SEVERABILITY:** If any provision or part of a provision of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

3. **CONFLICT WITH ANY OTHER BY-LAW:** In the event of any conflict between any provisions of this By-law and any other By-law heretofore passed, the provisions of this By-law shall prevail.

4. **REVIEW:** The Council of the Corporation of the Municipality of Whitestone shall review this By-law once per calendar year to ensure that fees are kept up to date and relevant.

5. **REPEAL OF PREVIOUS BY-LAWS:** That the following By-laws are hereby repealed:

By-law 08-2024 Being a By-law Being a By-law to Establish Fees and Charges
For services provided by the Municipality of Whitestone
and to repeal By-law Nos. 09-2022 and 40-2023

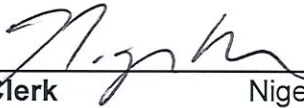
By-law 20-2025 Being a By-law to amend By-law No. 08-2024, Being a By-law
to Establish Fees and Charges for services provided by the
Municipality of Whitestone

6. **PRECEDENCE:** This By-law shall have precedence over any other By-law or schedule of a By-law currently in effect wherein fees or service charges are set out in that By-law.
7. **EFFECTIVE DATE:** That By-law No. 20-2026, being a By-law to Establish Fees and Charges for services provided by the Municipality of Whitestone, is hereby passed this 21st day of April, 2026.



Mayor

George Comrie



CAO/Clerk

Nigel Black



TABLE OF CONTENTS

Schedule A..... Facility Rentals

Schedule B..... Landfill and Waste Management

Schedule C..... Planning Department

Schedule D..... Building Department

Schedule E..... Private Road Name and 9-1-1
Numbering

Schedule F..... Cemetery

Schedule G..... Fire Services

Schedule H..... Dog Licensing

Schedule I..... General Government

Schedule J..... Miscellaneous

SCHEDULE A

Facility Rentals

Fees are subject to HST

Facility	Description	Current Fee
Community Centre	Ratepayer (full day)	\$175.00
	Ratepayer (half day)	\$85.00
	Non-ratepayer	\$350.00
	Non-ratepayer (half day)	\$170.00
	Meetings (Sat & Sun 3 hrs max)	\$85.00
	Meetings (Mon – Fri 3 hrs max)	\$40.00
	Security/Clean up deposit	\$100.00
	Tablecloth cleaning and/or replacement	Actual Cost
Pavilion	Ratepayers	\$50.00
	Non-ratepayers	\$100.00
	Tournaments	\$130.00
Ball Park and Commons	Ratepayers	Donations
	Non-ratepayers	Donations

Notes:

Security Deposit	A security/clean up deposit may be required at the discretion of the Municipality (Typically for Private Rentals)
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Exemptions and/or Reductions in Fees

Note 1. Fees may be exempt for the following:

- Compassionate needs within the Municipality providing that any funds raised are given directly to the recipient and not put in a trust fund
- Youth and Seniors events sponsored by one or more non-profit organization within the Municipality provided the event is not a non-fundraising event
- Events sponsored by the Municipality
- Funerals receptions for Whitestone families, subject to the availability of the Community Centre and provided it has not been previously booked

Note 2. The Seniors' Lunch is exempt

Note 3. The Rod and Gun Club fishing Derby is exempt

Note 4. The Annual Agricultural Fair, as well as Agricultural Committee meetings, are exempt

Note 5. Bingo events in support of the Nursing Station are exempt

Other exemptions and/or reductions in fees may be at the discretion of the CAO/Clerk

SCHEDULE B

Landfill Rates and Fees

Fees are not subject to HST

Item	Description	Current Fee
Household Waste	Household waste free of hazardous waste	Free
Electronics Waste		Free
Recyclables	Plastic/Glass/Aluminum Cans etc.	Free
	Fibre (Newspaper, Cardboard etc)	Free
	Scrap Metals	Free
Appliances and Furniture	Items with Refrigerant (refrigerant removal fee)	\$25.00
	Items of Furniture	\$15.00 each
	Mattress small, (crib, twin)	\$15.00 each
	Mattress, large (double, queen, king)	\$20.00 each
	Vehicle Trunk Load	\$50.00
	Pickup Truck or Trailer Load (Note 2)	\$100.00
Sorted Household Construction/Demotion Waste - Auld's Road Site Only (Note 1)	Pickup Truck or Trailer Load (Note 2)	\$50.00
	Small Household Quantities (Note 3)	\$20.00
Yard Waste/Leaves/Brush (Note 4)	Pickup Truck or Trailer Load (Note 2)	Free
Propane Tanks		\$20.00
Boats	(Note 5)	Free
Boat Wrap, Pool Liner	Single Boat Wrap or Small Pool Liner	\$15.00
	Large Pool Liner	\$30.00
Styrofoam and Other Plastic Foams		Free
Landfill Access Permit Card	One per property	Free
	Replacement of lost card or additional cards per property	\$15.00
	One-time pass for visitors	\$5.00 per bag
Blue Box Recycling Container	First Blue Box (new residents only)	Free
	Additional Blue Box	\$40.00

Notes:

- Note 1. No Contractor construction / demolition debris will be accepted, including shingles
- Note 2. Approximate volume of pickup truck / trailer load is 120 cubic feet or 3.3 cubic metres. Landfill site attendants may use discretion in charging for larger or smaller volume loads
- Note 3. Approximate volume of 200 litres / 45 imperial gallons / 0.2 cubic metres or less
- Note 4. No Contractor yard waste, leaves, or brush will be accepted
- Note 5. Only metal hulled boats, completely stripped, maximum length 20 feet, will be accepted
- Note 6. Tires are not accepted at Whitestone landfill sites.

SCHEDULE C

Planning Rates and Fees

Fees are not subject to HST

Description	Current Fee
Special Council Meeting - Note 1	\$350.00
Mailing per Envelope for notifications	\$2.00
Pre Consultation Fee with Municipal Planning Consultant (optional)	\$250.00
Zoning By-law Amendment	
Non-Refundable Admin Fee	\$1,000.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Official Plan Amendment	
Non-Refundable Admin Fee	\$1,000.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Deeming By-law	
Non-Refundable Admin Fee	\$300.00
Deposit for Professional Services (planning consultant or legal)	\$800.00
Shore Road Allowance	
Purchase Land	\$2.00/m ²
Non-Refundable Application Fee	\$1,000.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Shore Road Allowance Lease	
Application Fee (for initial and follow-up applications and lease assignments)	\$150.00
Annual Lease Payment	\$10.00
Legal and Planning Costs	\$1,000.00
Unopened Road Allowance	
Purchase Land	Fair Market Value
Non-Refundable Application Fee	\$1,000.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Parkland Dedication	
Residential	5% of Assessed Value
Commercial	2% of Assessed Value
Minor Variance	
Non-Refundable Application Fee	\$500.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Encroachment and/or Road Agreement	
Non-Refundable Admin Fee	\$500.00
Deposit for Professional Services (planning consultant or legal)	\$1,500.00
Site Plan/Development	
Non-Refundable Application Fee	\$1,000.00
Deposit for Professional Services (planning consultant or legal)	\$2,500.00
Subdivision Agreement	
Non-Refundable Application Fee	\$4,000.00
Deposit for Professional Services (planning consultant or legal)	\$4,000.00
Road Naming/Renaming Application	
Non-Refundable Admin Fee	\$500.00
Deposit for Professional Services (planning consultant or legal)	No Deposit

Note 1 - A Public Meeting fee applies only if the Public Meeting is a Special Meeting of Council and not part of a regular Council Meeting

Note: Any additional costs incurred by the Municipality, such as consultation with a planning consultant or legal, are the responsibility of the applicant. If fees for professional services exceed the deposit amount, a further deposit will be required before the application proceeds.

SCHEDULE D

Building Department Rates and Fees

How Buidling Permit Fees are calculated:

The rate to be levied against each \$1000.00 of construction value shall be \$15.00 plus a minimum base fee of \$150.00.
Fees will be rounded to the nearest dollar. Fees are not subject to HST

SAMPLE CALCULATION:
1500sqft Single Storey Residential Dwelling with Unfinished Walkout Basement and Attached 600sqft Garage

Calculate Construction Value
Main Floor: 1500sqft X \$170.00 = \$255,000.00
Walkout Basement: 1500sqft X \$90.00 = \$135,000.00
Attached Garage: 600sqft X \$45.00 = \$27,000.00
Total Construction Value = \$417,000.00

Calculate Permit Fee
417 X \$15.00 = \$6,255.00
\$6,255.00 + \$150.00 Base Fee
Building Permit Fee = \$6,405.00

The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of the Whitestone By-law No. 32-2015.

	Building/ permit type	Description	Calculation factor for construction value	Notes
1	Residential/Seasonal	Single storey finished	\$170.00	Per sq. ft
		Each additional storey incdlg walkout basements and finished non-walkout basements	\$90.00	Per sq. ft
2	Accessory Buildings	Garages, storage, boathouses	\$45.00	Per sq. ft
		Porches,carports,sundecks, balconies	\$35.00	Per sq. ft
		Solariums, sunrooms, bunkies, and garages (habitable/living space only)	\$60.00	Per sq. ft
3	Commercial/Industrial/ Institutional	Principal building	\$100.00	Per sq. ft
		Accessory	\$50.00	Per sq. ft
4	Designated Structures	As per Div.A.1.3.1.1. OBC	Based on cost - Minimum Flat Fee of \$500.00 (whichever is greater)	Based on cost - Minimum Flat Fee of \$500.00 (whichever is greater)
5	Farm Buildings	On land assessed for Farms	\$25.00	Per sq. ft
6	Foundation-new or replacement	Full height	\$25.00 - Minimum Flat Fee of \$500.00 (whichever is greater)	Per sq. ft
		Crawl space,frost wall, piers	\$20.00 - Minimum Flat Fee of \$500.00 (whichever is greater)	Per sq. ft
7	Construction/addition	Per type of permit (ie 1, 2, 3, 4, 5 or 6)	See above	Per sq. ft
		Alteration, repair and installation	Based on cost	Based on cost
8	Chimney, fireplace, woodstove		\$150.00	Flat fee
9	Demolition		\$100.00	Flat fee
10	Change of use		\$250.00 Flat Fee or \$150 Flat Fee if no Construction is Required	Flat fee
11	Plumbing		\$150.00	Flat fee
12	Docks		\$150.00	Flat fee
	OTHER FEES		Fee	Notes
13	Permit transfer, special inspection	Special inspection fee	\$200.00	Flat fee
14	Conditional Permit	Fee plus additional fees based on class of construction	\$200.00 plus additional fees based on Construction Class	Flat fee
15	Alternative Solution Design	Fee plus other applicable fees	\$500.00	Applicable fees
16	Building without a permit		Fees doubled or Minimum fee of \$1500.00 (whichever is greater)	based on calculated fees
17	Revised drawings	Fee per revised page	\$50.00 per page after Permit Issuance / \$100.00 per page if required after inspection	Flat fee
18	Inactive Permit	Fee per inspection after three (3) years or more from date of issuance of the Building Permit	\$200.00	Flat fee
19	Refunds- application for refund must be made within six (6) months of issuance of permit(s)	Application filed not processed	75% of Fee paid	
20		Application filed and processed	50% of Fee paid	
21		If less than \$100	no refund	
22	Road Damage Deposit	See Policy on municipal website. Refund at the discesion of the Municipality	\$1,000.00	Flat fee
23	Re-inspection (per incident)	Inspection requested and CBO arrives at job site and the Phase to be inspected is not ready.	\$100.00	Flat fee
24	Printing Fee for Drawings	Drawings - 24" x 32"	\$10	Per Page

SCHEDULE E

Road Name and 9-1-1 Signs

Fees are not subject to HST

Service	Fee
9-1-1 Sign without post	\$30.00
9-1-1 Sign with post	\$50.00
Road name sign and post (applicant installs)	Actual cost

SCHEDULE F

Cemetery Rates and Fees

All fees are subject to HST unless noted otherwise

Item	Description	Current Fee
Burial Plot	Residents (interment rights)	\$254.00
	Residents (perpetual care and maintenance)	\$404.00
	Non-residents (interment rights)	\$762.00
	Non-residents (perpetual care and maintenance)	\$635.00
Cremation Plot	Residents (interment rights)	\$127.00
	Residents (perpetual care and maintenance)	\$288.00
	Non-residents (interment rights)	\$462.00
	Non-residents (perpetual care and maintenance)	\$288.00
Scattering	Residents (interment rights)	\$58.00
	Residents (perpetual care and maintenance)	\$132.00
	Non-residents (interment rights)	\$86.00
	Non-residents (perpetual care and maintenance)	\$132.00
Transfer of Internment Rights	(Note 1)	\$69.00
Flat marker under 172 sq in		N/C
Flat marker over 172 sq in		\$100.00
Upright monument up to 4 X 4 ft		\$200.00
Staking fee- Lots / Markers	(Note 2)	\$63.00
Opening/Closing Burial Lot		Fee as per Funeral Home and paid directly to the Funeral Home
Opening/Closing Cremation Lot	(Note 2)	\$138.00
Bereavement Authority of Ontario License fee	All interments: burial, cremation or scattering	\$30.00

Notes:

Note 1 - HST is not applicable

Paid to the Cemetery Board member or his/her designate

SCHEDULE G

Fire Services Rates and Fees

Fees are not subject to HST

Service	Fee
Response to motor vehicle accidents on Provincial Highways	As per M.T.O. rates/hour/vehicle
Railroad call outs for fire on or beside tracks	As per M.T.O. rates/hour/vehicle
Railroad call outs for accidents and/or incidents including derailments	As per M.T.O. rates/hour/vehicle
Gross negligence or as result of illegal act	As per M.T.O. rates/hour/vehicle
Hydro and/or Bell call outs	As per M.T.O. rates/hour/vehicle
Recovery of additional costs incurred	Actual costs
Fire occurrence report/letter	\$65.00
Smoke detectors	Actual costs
Carbon Monoxide Detectors	Actual costs
Combination Smoke Detector and Carbon Monoxide Detector	Actual costs
Fire permits	Free
Incinerator permits	\$25.00

SCHEDULE H

Dog Licensing Rates and Fees

Fees are not subject to HST

Item	Fee
Dog tag (annual)	\$15.00
Dog tag (life time)	\$50.00
Replacement tag	\$10.00
Animal control service fee (See Note 1)	\$50.00
Kennel Licensing Fee (annual)	\$100.00

Notes:

Note 1: Applicable when By-Law Enforcement Officer locates and returns dog to owner.

SCHEDULE I

General Government Fees

Fees are not subject to HST

Item	Current Fee
Photocopies per sheet	\$1.00
Facsimile per sheet	\$2.00
Returned cheque	\$50.00
Copy of Official Plan	\$15.00
Copy of Zoning by-law	\$15.00
Tax certificate (per roll number)	\$50.00
Building and zoning compliance letter (per roll number) Residential	\$125.00
Building and zoning compliance letter (per roll number) Commercial	\$150.00
Commissioner for taking Affidavits	\$10.00
Bailiff fees	Actual costs
Small claims	Actual costs
Freedom of Information Request	\$5.00
Freedom of Information Research (staff time and photocopying)	Per MFIPPA

SCHEDULE J

Miscellaneous Rates and Fees

Fees are not subject to HST

Item	Current Fee
Entrance permit application fee (non-refundable)	\$200.00
Entrance permit deposit	\$750.00
Farley Road Parking Permit (annual) - Deeded access properties only	\$55.00
Farley Road, Additional Guest Parking Permit (annual) - Deeded access properties only	\$15.00
Sign Advertising (annual)	\$200.00
After School Program (per day/per child)	\$6.00
Recreation Classes	Cost Recovery