

RURAL MUNICIPALITY OF RITCHOT

BY-LAW NO. 12 – 2024

The Fees and Charges By-Law

Being a By-Law of the Rural Municipality of Ritchot to revise and consolidate a fees schedule for municipal services rendered under the authority of *The Municipal Act*, *The Planning Act* and the by-laws of the Municipality.

WHEREAS Section 232(2) (d) of The Municipal Act, S.M. 1996, C.58 provides as follows:

Exercising by-law-making powers

232(2) Without limiting the generality of subsection (1), a council may in a by-law passed under this Division:

- (d) establish fees or other charges for services, activities or things provided or done by the municipality or for the use of property under the ownership, direction, management or control of the municipality;
- (e) subject to the regulations, provide for a system of licences, permits or approvals, including any or all of the following:
 - (i) establishing fees, and terms for payment of fees, for inspections, licences, permits and approvals, including fees related to recovering the costs of regulation,
 - (iii) prohibiting a development, activity, industry, business or thing until a licence, permit or approval is granted,

AND WHEREAS the Council of the Rural Municipality of Ritchot deems it advisable to consolidate into one by-law the fees and charges payable to the Municipality for various services provided by the Municipality;

NOW THEREFORE the Council of The Rural Municipality of Ritchot enacts as follows:

1. **THAT** this By-law be known as the Fees and Charges By-law.
2. **THAT** the fees and charges payable for services provided by the Municipality shall be as set out in the following schedules:

Schedule "A"	Finance and Administration
Schedule "B"	Building and Public Works
Schedule "C"	Planning and Zoning
3. **THAT** any unpaid fees or charges owing to the Municipality that relate to property, including any penalties related thereto and any fines imposed on the taxpayer, may be added to the taxpayer's taxes and may be collected by the Municipality in the same manner as a tax may be collected or enforced under *The Municipal Act*.
4. **THAT** By-law No. 6-2023 is hereby repealed.

DONE AND PASSED in Council assembled in the Council Chambers of the Rural Municipality of Ritchot, at St. Adolphe, in Manitoba, on this 18th day of December, 2024.

Chris Ewen - Mayor

Mitch Duval - Chief Administrative Officer

Read a first time this 20th day of November, 2024.

Read a second time this 18th day of December, 2024.

Read a third time this 18th day of December, 2024.

**Schedule “A” to By-Law 12-2024
Finance and Administration
Fee Schedule**

Section		Description	Fee
1		Taxes	
	a)	Tax Certificate	\$50.00
	b)	Tax Sale Administration Fee	\$50.00
	c)	Tax Sale Costs – Actual Costs will be added to the affected property taxes as they are incurred.	
2		Photocopying and Administrative Services	
	a)	Photocopying information required to be provided under The Municipal Act, Sec. 263 (1)	
		i. Black and White	\$0.25/page
		ii. Color	\$0.50/page
	b)	Photocopying general information	
		i. Black and White	\$0.25/page
		ii. Color	\$0.50/page
	c)	Printing general information	
		i. Black and White	\$0.25/page
		ii. Color	\$0.50/page
	d)	Faxing general information (sent and received)	\$0.25/page
3		Property Search	\$40.00
4		Returned Payments (NSF)	\$25.00
		The fee chargeable for each returned payment	
5		Lottery/Raffle Licence Fees	1% of prize value
		The prize value may not exceed \$3,000 in value	
6		Animal Control	
	a)	Dog Licence (life of dog)	
		i. Neutered or Spayed	\$20.00
		ii. Not Neutered or Spayed	\$40.00
	b)	Dog Licence Fees upon notice of Animal Control	
		i. Neutered or Spayed	\$40.00
		ii. Not Neutered or Spayed	\$60.00
	c)	Dangerous Dog Licence	\$100.00
	d)	Replacement Tag	\$5.00
	e)	Kennel Licence	\$150.00
	f)	Impound Fees	\$100
		i. Each additional day the dog has been impounded	Actual cost
7		Electors List (if allowed under FIPPA)	\$0.50/ratepayer

8		Subscription for Council Minutes	\$50.00/year
9		Replacement of Recycling and Garbage Cart	\$150.00
10		Fire Inspections	
	a)	Elderly persons' housing unit or hotel	No Charge
	b)	Child care centre licenses under <i>The Community Child Care Standards Act</i>	No Charge
	c)	A personal care home as defined in <i>The Health Services Insurance Act</i>	No Charge
	d)	The initial mandated inspection of a business	No Charge
	e)	Each reinspection required by an initial inspection of a business, or by a subsequent inspection	\$185.00 plus mileage
	f)	Mandated follow-up inspections (every 3 years) for:	
		i. Licensed premises as defined in <i>The Liquor Control Act</i>	\$250.00 plus mileage
		ii. Public or private school as defined in <i>The Education Administration Act</i>	\$250.00 plus mileage
		iii. A hotel or motel	\$250.00 plus mileage
		iv. A restaurant located in a building containing one or more dwelling units	\$250.00 plus mileage
	g)	Non-mandated hourly rate for inspections requested by premise/business owners	\$35.00/hour plus mileage
	h)	Mandated inspections for municipal buildings such as arenas, community centres, office, fire halls, publics, etc.	\$35.00/hour plus mileage
11		Fire Services	
	a)	Personnel – per member	\$35/hour
	b)	Pumper	\$700/hour
	c)	Tanker	\$400/hour
	d)	Interest rate (monthly)	1.25%

**Schedule “B” to By-Law 12-2024
Building and Public Works
Fee Schedule**

Section		Description	Fee
1		Development Permit	
	a)	Residential Uses	\$100.00
	b)	Commercial Uses	\$100.00
	c)	Farm Development Permits not requiring Building Permit (less than 600 sq. m. in size)	\$100.00
	d)	Small Tents(less than 900 sq. ft.) No permit is required if the tent is up for less than 15 days	\$50.00
	e)	Large Tents (over 900 sq. ft.) No permit is required if the tent is up for less than 15 days	\$100.00
2		Residential Building Permits	
	a)	House (Main Level including Basement)	\$0.50/sq. ft.
	b)	Additional Levels	\$0.50/sq. ft.
	c)	Addition	\$0.50/sq. ft.
	d)	Open Deck	\$0.50/sq. ft.
	e)	Enclosed Deck	\$0.50/sq. ft.
	f)	Attached Garage	\$0.50/sq. ft.
	g)	Detached Garage	\$0.50/sq. ft.
	h)	Shed (size of 120 sq. ft. or greater)	\$0.50/sq. ft.
	i)	Accessory Building	\$0.50/sq. ft.
	j)	Gazebo/Sunroom	\$0.50/sq. ft.
	k)	Mobile Home	\$0.50/sq. ft.
	l)	Renovation Permit Permits not required for non-structural renovations, alterations or repairs where the construction costs do not exceed \$5,000	\$0.50/sq. ft.
	m)	Pools (inground and above ground)	\$0.50/sq. ft.
	n)	RTM Foundation only	\$0.50/sq. ft.
	o)	Cement Slab	\$0.50/sq. ft.
	p)	Temporary Buildings/Structures	\$100.00
	q)	Minimum Fee	\$100.00
	r)	Where construction has commenced prior to building permit being issued	Double the cost
3		Commercial, Industrial and Institutional Buildings less than 600 sq. m.	
	a)	New construction and additions	\$0.50/sq. ft.
	b)	Renovation Permit	\$0.50/sq. ft.
	c)	Change of Use	\$0.50/sq. ft.
	d)	Minimum Fee	\$100.00
	e)	Where construction has commenced prior to building permit being issued	Double the cost
4		Commercial, Industrial and Institutional Buildings over 600 sq. m. – based on value of construction	
		New construction, addition, or renovation	
	a)	First \$1 million of the value of construction	1.0%
	b)	Portion over \$1 million of the value of construction	0.6%
	c)	Minimum fee	\$500
	d)	Where construction has commenced prior to building permit being issued	Double the cost
	e)	Re-Inspection Fee: Where work is not ready for inspection at the requested time	\$500.00
5		Farm Buildings over 600 sq. m. – based on value of construction	0.25%

6		Foundation Permit	
	a)	Where a foundation permit is issued prior to the building permit	35% of building permit cost
7		Occupancy Permit	\$50.00
8		Inspections	
	a)	Re-Inspections	\$150.00
	b)	Water and Sewer Connection/Inspection	\$150.00
		i. Water Meter Fee	\$500.00
9		Plumbing Fees (per unit)	\$150.00
10		Demolition Permit	\$100.00
11		Security Deposit	
	a)	Residential – new dwelling	\$5,000.00
	b)	Additions to dwelling including attached garage	\$2,000.00
	c)	Detached garage	\$500.00
	d)	Pools – inground and above ground	\$1,000.00
	e)	Decks	\$500.00
	f)	Renovations	\$500.00
	g)	Commercial based on value of construction	1.0%
		i. Minimum	\$5,000.00
		ii. Maximum	\$25,000.00
12		Cancellation and Refunds	
	a)	Where a permit has been reviewed and issued	Deposit only
	b)	Where a permit has expired	Deposit only
13		Public Works Applications	
	a)	Driveway Culvert	\$150.00
	b)	Extension or Modification of existing driveway	\$75.00
	c)	Temporary Driveway	\$75.00

**Schedule “C” to By-Law 12-2024
Planning and Zoning
Fee Schedule**

Section	Description	Fee
1	Zoning By-Law Amendment	\$2,500.00
2	Variation Applications	
	a) Minor Variance Applications (< 15%)	\$100.00
	b) Major Variance Applications (> 15%)	\$300.00
3	Conditional Use Applications	
	a) Livestock	
	i. Less than 300 Animal Units	\$300.00
	ii. 300 Animal Units and over	\$2,000.00
	b) All other Conditional Use Applications including secondary suites	\$300.00
4	Zoning Information	
	a) Zoning Memorandum	\$75.00
	b) Zoning Letter	
	i. Verifying permitted land use on a specific property	\$40.00
	ii. Outlining zoning or land use history for a specific property	\$40.00
5	Right of Way/Road Closure	\$1,000.00