



POLICY

Municipal Fees	
Policy Number 140-015	Supersedes Policy Number Not Applicable
Effective Date 2017-07-18 2018-04-01	Approved by Council Motion No. 27-07-17 20-01-18

1.0 Purpose

To provide a Policy that sets out and amends the fees the Town of Wolfville charges for certain applications, approvals, permits, licences and services.

2.0 Scope

This Policy applies except to the extent of any conflict with applicable provincial legislation, and where the fee amounts in this Policy differ from those set out in a Bylaw, Recorded Resolution, Policy or Resolution of the Municipality in effect on the effective date of this Policy, the fee amounts set out in this Policy shall amend those previously in effect.

3.0 References

- 3.1 [Nova Scotia Municipal Government Act](#)

4.0 Definitions

- 4.1 **Fees** are all fees paid to the Town of Wolfville for certain applications, approvals, permits, licences and services.

5.0 Policy

- 5.1 The fees to be paid to the Town of Wolfville for licenses, inspections, permits, applications, approvals, animal impoundments, or services are set out in the Schedules attached to this Policy.
- 5.2 Fines issued by Summary Offence Tickets for contravention of any Town Bylaws or Provincial/Federal laws are not within the scope of this Policy.
- 5.3 **Policy Review**
This policy will be reviewed annually from effective/amended date.

CAO

2018-04-01

Date



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Schedules:

- A. [Administrative/Financial Services Fees](#)
- B. [Building and Development Permit Fees](#)
- C. [Land Use Planning and Development](#)
- D. [Vending Fees](#)
- E. [Recreation and Tourism](#)
- F. [Public Utility Service](#)



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Schedule A – Administrative/Financial Services Fees

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Town Seal <ul style="list-style-type: none"> For affixing the seal to any document to be used outside the Province For affixing the seal to any document to be used within the Province only For affixing the seal to any document within the Town of Wolfville only 	\$2.00 \$1.50 \$1.00
Dog Registration (per Annum)	\$25.00
FOIPOP Services <ul style="list-style-type: none"> Application Fee 	\$5.00
Tax Certificate Fee	\$50.00
Deed Transfer Tax	1.5%
Interest on Overdue Taxes (added on the first of each month)	1.25%
Election Deposit	No Fee
<u>NSF Cheque</u>	<u>\$25.00</u>
<u>Taxi Owner's License Fee</u>	<u>\$25.00</u>
<u>Taxi Driver's License Fee</u>	<u>\$25.00</u>



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Schedule B - Building and Development Permit Fees ([Building Bylaw, Chapter 65](#))

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
New Construction of and addition to residential buildings, community centres and churches	\$20.00 ¹
New construction of and additions to commercial, industrial and other buildings not otherwise specified	\$20.00 ²
New construction of and additions to sheds, decks, shell storage buildings, garages, barns, and other farm, forestry or fishing buildings not designed for human occupancy	\$10.00 ³
Repairs, renovations, or alterations to all existing buildings	\$25.00 ⁴
Location or relocation of an existing structure, or mobile home	\$75.00
Construction or location of a swimming pool including required fencing	\$50.00
Renewal of an approved permit	\$15.00
Erection of a business directional sign	\$50.00
Building or structure demolition	\$30.00
To amend a permit in force	\$15.00
Zoning Certificate	\$25.00
Erection of a general sign	No Fee
Development Permit	No Fee
Heritage Applications	No Fee

¹ plus 10 cents per square foot passes on all usable floor area of the new construction or addition

² plus 14 cents per square foot based on all usable floor area of the new construction or addition

³ plus 4 cents per square foot based on all usable floor area of the new construction or addition

⁴ plus \$2.00 per \$1,000 of estimated value of construction work



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Schedule C – Land Use Planning and Development

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Subdivision Application Fee (plus \$5.00 for each additional lot beyond one)	\$45.00
Sidewalk Café Fee (per 0.0929 square metre (1 square foot))	\$1.00 per sq. ft.
Development Agreement	\$600.00
Plan Amendments	\$600.00



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Schedule D – Vending Fees ([Vending Bylaw, Chapter 99](#))⁵

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Mobile Canteen (fee/canteen/event)	\$75.00 150.00
Stand (fee per stand/event)	\$75.00 125.00
Vending on Private Property (fee/application with timeline set by Development Officer)	\$75.00
Non-Profit Fundraising Activity	No Fee

⁵ Vending Bylaw fees may be amended by Resolution of Council from time-to-time



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Schedule E – Recreation & Tourism

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Street Banner Installation (plus HST)	\$200.00
Recreation Centre Rental <ul style="list-style-type: none">• Half Day• Full Day	\$20.00 \$35.00
Field, Park and Open Space Rentals	No Fee
VIC Display Cases (plus HST) <ul style="list-style-type: none">• Small Case• Large Case	\$175.00 \$200.00



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Schedule F – Public Utility Service

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Sanitary Sewer/Water connection fee	\$3,500.00
Sanitary Sewer Usage (per 1,000 gallons of water used by customer)	\$3.25
Sanitary Sewer minimum quarterly charge for any metered customer	\$15.50
Sanitary Sewer Flat Rate Fee (per quarter)	\$63.00

Water Utility – please refer to the Town’s Nova Scotia Utility & Review Board (NSUARB) approved Rates and Regulations.