



THE CORPORATION OF THE TOWNSHIP OF NORWICH

BY-LAW NUMBER 36-2024

Being a by-law to establish user fees and service charges for the Corporation of The Township of Norwich and to repeal By-law 38-2020 as amended

WHEREAS Section 391 (1) of the Municipal Act 2001, S.O. 2001, c. 25, as amended, provides in part that municipalities may impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control.

WHEREAS the Planning Act, R.S.O 1990, c.P.13, as amended, provide municipalities with authority to impose various fees and charges;

WHEREAS the Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c. 33, as amended, provides for fees and charges for services;

WHEREAS Building Permits and Inspections, Development Charges, and certain license fees, are regulated under separate by-laws;

AND WHEREAS the Council of The Corporation of The Township of Norwich deems it expedient to enact a by-law establishing and requiring the payment of fees for information, services, activities and use of Township property,

NOW THEREFORE the Council of The Corporation of the Township of Norwich hereby enacts as follows:

1. **THAT** the fees, rates and charges as set out in Schedule "A" attached hereto and forming part of this by-law, are hereby established and adopted by The Corporation of the Township of Norwich and take effect on the dates indicated.
2. **THAT** unless otherwise prescribed, no request by any person for any information, service, activity or use of Township property described in Schedule "A" will be

processed or provided by a Township Official, unless and until the person requesting the information, service, activity or use of Township property has paid the applicable fee or charge in the prescribed amount as set out in Schedule "A" to the Township.

3. **THAT** in the event that any information, service, activity or use of Township property is requested, obtained, or incurred by a person, and a fee or charge for such information, service activity or use of Township property has not been specifically provided for in Schedule "A", a fee or charge shall be calculated by the Township Treasurer at full cost recovery, and such fee or charge shall be deemed to be a fee or charge otherwise established and adopted by the municipality and shall be deemed to be included in Schedule "A".
4. **THAT** unless otherwise prescribed, the fees and charges established by this by-law shall be payable to The Corporation of The Township of Norwich by cash, money order, certified cheque or debit card when due.
5. **THAT** unless otherwise stated, any fees, rates or charges set out in this by-law which are not paid when due and remain unpaid after 30 days will be subject to interest fees at a rate of 1.25% per month.
6. **THAT** Where all or part of a fee, rate or charge imposed by this by-law remains unpaid for a period of more than 90 days, all outstanding amounts shall be added to the tax roll for the property, which is owned, in whole or in part, by the person upon whom the fee, rate or charge was imposed, and shall be collected in a like manner as municipal taxes. All of the owners of this property shall be liable jointly and severally for paying such fee, rate or charge. On the Treasurers authority, fees may be added to taxes prior to the 90 days.
7. **THAT** authority is delegated to the Treasurer to write off small unpaid balances under \$10 as the Treasurer deems appropriate.
8. **THAT** unless otherwise stated, all fees, rates and charges set out in this by-law are non-refundable.
9. **THAT** in the event that another by-law of The Corporation of The Township of Norwich establishes a fee or charge that is not referenced by this by-law and that is not inconsistent with this by-law, the fee or charge established by that or another by-law shall be deemed to be included in Schedule "A" attached hereto.
10. **THAT** this by-law shall be known as the "User Fees and Service Charges By-law".
11. **THAT** any other by-law and/or resolution inconsistent with the provisions herein shall be superseded by this by-law.
12. **THAT** if any section or portion of this by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of Township of Norwich that all remaining sections and portions of the by-law and Schedule "A" continue in force and effect.

13. **THAT** By-law No. 38-2020 and any amendments thereto are hereby repealed in their entirety effective August 1, 2024 unless otherwise noted.

14. **THAT** this by-law shall be effective August 1, 2024.

Read a First, Second and Third time and finally passed this 9th day of July, 2024.

Mayor
Jim Palmer

Clerk
Kimberley Armstrong