

**The Corporation of The City of North Bay**

**By-Law No. 2023-03**

**Being a By-Law to Authorize User Fees  
For North Bay Fire and Emergency Services**

Whereas Section 391 of the *Municipal Act, 2001* (S.O. 2001, c.25) authorizes municipalities and local boards to pass by-laws imposing fees or charges on any class of person for services or activities provided or done by or on behalf of the municipality or the local board and for the use of its property;

And Whereas Notice of the Public Meeting in the matter of the user fees charged by North Bay Fire and Emergency Services was published pursuant to City of North Bay Notice By-Law 2020-79 section 2(b) on the City of North Bay's Website on December 23, 2022;

And Whereas a Public Meeting under the *Municipal Act* in the matter of the user fees charged by North Bay Fire and Emergency Services was held on the 10<sup>th</sup> day of January, 2023;

And Whereas Council passed General Government Committee Report No. 2023-02 at its Regular Meeting held Tuesday, January 17, 2023 to authorize a By-Law for User Fees charged by North Bay Fire and Emergency Services effective the 1<sup>st</sup> day of February, 2023.

**Now Therefore The Council of The Corporation of The City of North Bay Does Hereby Enact as Follows:**

1. In this by-law:
  - 1.1 "False Alarm" means an alarm signal where a fire department response, in the opinion of the North Bay Fire Chief, is not required.
  - 1.2 "Non-Resident" means a person who is not a resident of the City of North Bay.
  - 1.3 "Owner" means:
    - (a) for property, the person for the time being managing or receiving the rent of the land or premises in connection with which the word is used whether on his own account or as agent or trustee of any other person or who would so receive the rent if such land and premises were it, and shall also include a lessee or occupant of the property who, under the terms of the lease, is required to repair and maintain the property in accordance with standards for maintenance and occupancy of property;
    - (b) for vehicles, the person registered as owner.
  - 1.4 "Property" means the property defined by the municipal address by the 9-1-1 Dispatch System.
  - 1.5 "Resident" means a natural person whose name is included on the City of North Bay Voters' List, pursuant to the *Municipal Elections Act*, as updated from time to time by the City Clerk, in the absence of evidence satisfactory to the City Solicitor to the contrary.
2. The fees and charges set out on the attached Schedule "A" are hereby imposed and ratified.
3. (a) All fees and charges set out in this by-law, with the exception of the fees and charges for emergency response, shall be payable prior to the provision

of the service unless an agreement in writing is made to the contrary and approved by a municipal official.

- (b) All fees and charges set out in this by-law for emergency response shall be due within thirty (30) days of the issue of an invoice from The Corporation of the City of North Bay.
- 4. (a) In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.
  - (b) In default of payment of any charge levied herein, by the required due date for the payment thereof, a percentage charge of one and one-quarter per cent (1¼%) is hereby imposed as a penalty for non-payment of such charge thereof, and such penalty shall be added to the charge as aforesaid or any instalment or part thereof remaining unpaid on the first day of each calendar month thereafter in which default continues.
- 5. Council does hereby delegate to the Fire Chief and to the Deputy Fire Chief of The Corporation of the City of North Bay, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.
  - 6. This By-Law shall come into force and effect as of the 1<sup>st</sup> day of February, 2023.
  - 7. By-Law No. 2019-08 is hereby repealed as of the 1<sup>st</sup> day of February, 2023.

Read a First Time in Open Council the 31<sup>st</sup> day of January, 2023.

Read a Second Time in Open Council the 31<sup>st</sup> day of January, 2023.

Read a Third Time in Open Council and Enacted and Passed the 31<sup>st</sup> day of January, 2023.

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Mayor Peter Chirico

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City Clerk Karen McIsaac

**This is Schedule “A” to By-Law 2023-03  
of The Corporation of the City of North Bay**

The user fees charged by North Bay Fire and Emergency Services shall be as follows\*:

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Information</b>				
Fire Department response report, summary report	\$40.00	\$41.00	\$42.00	\$43.00
Outside work order – file search, Property Status Inquiry	\$77.00	\$77.00	\$79.00	\$81.00
Clearance / Status letter – applies to specific inspection results – not for property transactions	\$40.00	\$41.00	\$42.00	\$43.00
<b>Permits</b>				
Rural Open Air Burning Inspection & Permit	\$133.00	\$136.00	\$139.00	\$144.00
Rural Open Air Burning Permit (after the inspection year)	\$58.00	\$58.00	\$58.00	\$60.00
Settlement Area Burning Permit	\$27.00	\$27.00	\$27.00	\$30.00
Family Fireworks Sale Permit – Store	\$216.00	\$216.00	\$216.00	\$216.00
Family Fireworks /sale Permits – Trailer	\$434.00	\$434.00	\$434.00	\$434.00
Campground Burning Permits Annual	\$108.00	\$108.00	\$108.00	\$110.00
Agricultural/Commercial Site Burning Permits (Per site) Annual	\$275.00	\$275.00	\$275.00	\$285.00
Agricultural/Commercial Site Burning Permits (Per site) Monthly	\$158.00	\$158.00	\$158.00	\$160.00
Agricultural/Commercial Site Burning Permits (Per site) Weekly	\$129.00	\$129.00	\$129.00	\$131.00
Demolition Permit – simple	\$150.00	\$154.00	\$158.00	\$162.00
Demolition Permit – complex	\$375.00	\$385.00	\$395.00	\$405.00
<b>Inspections</b>				
Residential inspection - buildings with 1 dwelling	\$75.00	\$77.00	\$79.00	\$81.00

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Residential inspection - buildings up to 3 dwellings	\$150.00	\$154.00	\$158.00	\$162.00
Residential inspection - buildings 4-6 units no more than 3 stories	\$225.00	\$231.00	\$237.00	\$243.00
Multi-Residential inspection – More than 6 units	\$225.00 + \$50.00 per story	\$231.00 + \$50.00 per story	\$237.00 + \$50.00 per story	\$243.00 + \$50.00 per story
Group Homes including Foster Care homes with a capacity of less than or equal to 4	\$75.00	\$77.00	\$79.00	\$81.00
Group Homes with a capacity of more than 4	\$225.00	\$231.00	\$237.00	\$243.00
Bed & Breakfast , Lodging House	\$150.00	\$154.00	\$158.00	\$162.00
Daycares – Private Home	\$75.00	\$77.00	\$79.00	\$81.00
Daycare – Licensed (not a private home)	\$225.00	\$231.00	\$237.00	\$243.00
Commercial, Industrial, Mercantile, professional office Inspection- up to 1000 sq Feet	\$75.00	\$77.00	\$79.00	\$81.00
Commercial, Industrial, Mercantile, professional office Inspection- 1000 to 3000sq Feet	\$150.00	\$154.00	\$158.00	\$162.00
Commercial, Industrial, Mercantile, professional office Inspection- greater than 3000sq Feet	\$225.00	\$231.00	\$237.00	\$243.00
Inspection of AGCO / LLBO licence requests – Inspection Required	\$150.00	\$154.00	\$158.00	\$162.00
Inspection of AGCO / LLBO licence requests – previous inspection completed within the last 11 months	\$40.00	\$41.00	\$42.00	\$43.00
Business Licence Renewal	\$40.00	\$41.00	\$42.00	\$43.00
Business Licence Renewal/Application Inspection required	\$75.00	\$77.00	\$79.00	\$81.00
Business Licence Renewal/Application Restaurant with a	\$150.00	\$154.00	\$158.00	\$162.00

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
commercial hood system- Inspection required				
<b>Re-Inspection (moved from other fees)</b>	\$75.00 per hour	\$77.00 per hour	\$79.00 per hour	\$81.00 per hour
Vulnerable Occupancy Small	\$75.00	\$77.00	\$79.00	\$81.00
Vulnerable Occupancy Medium	\$225.00	\$231.00	\$237.00	\$243.00
Vulnerable Occupancy Large	\$450.00	\$462.00	\$474.00	\$486.00
Smoke Alarm / CO alarm (as per policy)	\$60.00	\$60.00	\$60.00	\$60.00
Fire Route establishment – new or review of an existing fire route	\$150.00	\$154.00	\$158.00	\$162.00
Mobile Food vendors (Trailers)	\$75.00	\$77.00	\$79.00	\$81.00
Mobile Food vendors (Cart)	\$40.00	\$41.00	\$42.00	\$43.00
<b>RSMP review of Propane Facilities</b>				
Propane review of level 2 propane facility (propane volume > 5k water gallons) – first RSMP	\$1,000.00	\$1,020.00	\$1,040.00	\$1,060.00
Propane review of level 2 propane facility (propane volume > 5k water gallons) – renewal RSMP	\$300.00	\$308.00	\$314.00	\$320.00
Propane review of level 2 propane facility (propane volume > 5k water gallons) – new RSMP resulting from modification or expansion of the propane facility	\$1,000.00	\$1,020.00	\$1,040.00	\$1,060.00
Propane review level 1 propane facility (propane volume water gallons ) – all RSMPs	\$300.00	\$308.00	\$314.00	\$320.00
<b>Fire Prevention / Education Fees</b>				
Fire Safety Plan Review / signature for a building without an alarm system	\$150.00	\$154.00	\$158.00	\$162.00
Fire Safety Plan Review / signature for a building with an alarm system	\$375.00	\$385.00	\$395.00	\$405.00

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Training of outside Agencies, public, etc. (including fire extinguisher training)	\$75.00/hr per instructor/trainer plus expenses	\$77.00/hr per instructor/trainer plus expenses	\$79.00/hr per instructor/trainer plus expenses	\$81.00/hr per instructor/trainer plus expenses
<b>Emergency Response</b>				
Non-Resident Motor Vehicle Response	Current MTO rate	Current MTO rate	Current MTO rate	Current MTO rate
Motor Vehicle Response – Provincial Highways	Current MTO rate	Current MTO rate	Current MTO rate	Current MTO rate
False automatic monitored alarms (time period resets every January)	1 <sup>st</sup> – No charge  2 <sup>nd</sup> – current MTO rate for 1 apparatus  3 <sup>rd</sup> – current MTO rate per apparatus responding per hour or part hour	1 <sup>st</sup> – No charge  2 <sup>nd</sup> – current MTO rate for 1 apparatus  3 <sup>rd</sup> – current MTO rate per apparatus responding per hour or part hour	1 <sup>st</sup> – No charge  2 <sup>nd</sup> – current MTO rate for 1 apparatus  3 <sup>rd</sup> – current MTO rate per apparatus responding per hour or part hour	1 <sup>st</sup> – No charge  2 <sup>nd</sup> – current MTO rate for 1 apparatus  3 <sup>rd</sup> – current MTO rate per apparatus responding per hour or part hour
Technical Responses: CBRNE/HAZMAT, confined spaces, hazardous environments, ice/water, snowmobile rescue, Transportation of Dangerous Goods Incidents	current MTO rate per apparatus responding per hour  <hr/> Plus consumable materials, replacement staff and including 25% overhead charge.	current MTO rate per apparatus responding per hour  <hr/> Plus consumable materials, replacement staff and including 25% overhead charge.	current MTO rate per apparatus responding per hour  <hr/> Plus consumable materials, replacement staff and including 25% overhead charge.	current MTO rate per apparatus responding per hour  <hr/> Plus consumable materials, replacement staff and including 25% overhead charge.
Exceptional use items (foam, chemical suit, etc.)	Cost of consumable materials plus 25% administrative overhead charge	Cost of consumable materials plus 25% administrative overhead charge	Cost of consumable materials plus 25% administrative overhead charge	Cost of consumable materials plus 25% administrative overhead charge
Emergency response to utilities as a result of others actions (natural gas line struck by contractor, contractor influenced calls, etc.)	Actual costs plus 25% administrative overhead charge Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge Minimum: Captain (1) and Firefighter (3)

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Fire Watch: Post fire property security / Safety	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (1)  If a security firm is utilized: cost of service plus 25% administrative overhead charge	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (1)  If a security firm is utilized: cost of service plus 25% administrative overhead charge	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (1)  If a security firm is utilized: cost of service plus 25% administrative overhead charge	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (1)  If a security firm is utilized: cost of service plus 25% administrative overhead charge
Fires on or beside the railroad, as a result of the railroad left unattended in tie burning or otherwise, out of control fires, and failure to attempt to extinguish those fires that impinge on private or public properties	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (3)	Actual costs plus 25% administrative overhead charge. Minimum: Captain (1) and Firefighter (3)
Emergency control / protection costs such as demolition, boarding, fencing, making area safe, security, other agencies cost (ie MNR)	Actual costs plus 25% administrative overhead charge.			
Illegal burning of hazardous materials or burning regarding open air burning permits under the Ontario Fire Code	Current MTO rate plus additional cleanup costs including 25% administrative overhead charge.	Current MTO rate plus additional cleanup costs including 25% administrative overhead charge.	Current MTO rate plus additional cleanup costs including 25% administrative overhead charge.	Current MTO rate plus additional cleanup costs including 25% administrative overhead charge.
Indemnification Technology	Current MTO rate per truck and personnel / hours plus any additional cost to NBFES or CNB for each and every call.	Current MTO rate per truck and personnel / hours plus any additional cost to NBFES or CNB for each and every call.	Current MTO rate per truck and personnel/ hours plus any additional cost to NBFES or CNB for each and every call.	Current MTO rate per truck and personnel/ hours plus any additional cost to NBFES or CNB for each and every call.

<b>Service:</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Fire Apparatus standby</b>				
Shows, Exhibitions, Demonstrations, Assistance to Other Agencies	current MTO rate per apparatus per hour			

\*The above noted fees are exempt from HST.

Notes:

All of the above fees for inspections DO NOT include the testing of life support systems which are the responsibility of the building owner in accordance with the Ontario Fire Code.

Hourly rates are for the first hour only. Half the noted rate is applicable for each half hour thereafter.