

**TOWN OF MIDDLETON
CODE A – GENERAL ADMINISTRATION**

Subject: Fees and Fines

Number: 1.30

Approved by: Council

Effective Date : March 21, 2016

Revision Date: April 18, 2016, July 20, 2020, July 15, 2024

Rationale

The following policy establishes uniform fees for permits and services provided by the Town of Middleton, to enable some cost recovery for services provided. This policy also establishes fines for any infractions of Town bylaws or policies.

Policy Statement

1. Permit and Service Applications

All permit and service applications shall be accompanied by the necessary fees payable to the Town of Middleton except in the case of requests under the Routine Access Policy or Freedom of Information/Protection of Privacy where the fees will be estimated and communicated to the applicant prior to completion of the service.

2. Permits and Services

The following schedule of fees shall be charged for permits and services provided by the Town of Middleton:

Permit or Service Type	Fee
Document Reproduction (excluding oversized maps)	\$0.08/copy
Freedom of Information/Protection of Privacy Request	Per FOIPOP Regulations
Dog Tag - initial	\$5.00
Dog Tag – replacement	\$3.00
Impounding Fee – Cats	\$8 and \$4/day board fee
Impounding Fee - Dogs	\$30 and \$15/day board fee
Routine Access Policy	\$22.00/hr. after the first half hour.
Water Arrears Collection Policy – Re-connection Fee	\$50.00
Dangerous & Unsightly Premises Policy – Administrative Fee to Remedy a Property	\$150.00
Tax Certificates Policy – Issuance of Tax Certificate	\$50.00
NSF Cheques Policy – Processing NSF Cheque	\$50.00

Bylaw/Policy Infraction	Fine
Noise Bylaw - Infractions	\$352.50 first offense \$582.50 second offense \$1,157.50 third offense

Certification

I, Ashley Crocker, Chief Administrative Officer for the Town of Middleton, do hereby certify that the policy of which the foregoing is a true copy was duly passed at a duly called meeting of the Town Council of the Town of Middleton held on the 15th day of July 2024.

GIVEN under the hand of the CAO and the corporate seal of the Town of Middleton this 15th day of July, 2024.



Ashley Crocker
Chief Administrative Officer