

BY - LAW NUMBER 79-2014

A BY-LAW TO AMEND BY-LAW NUMBER 392-2002.  
BEING A BY-LAW TO ESTABLISH AND REQUIRE  
PAYMENT OF FEES AND CHARGES.

Passed the 5<sup>th</sup> day of May, 2014.

**WHEREAS** By-law Number 392-2002 was passed by the Council of The Corporation of the City of Windsor on December 16, 2002;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 54-2007 was passed by the Council of The Corporation of the City of Windsor on April 2, 2007;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 78-2011 was passed by the Council of The Corporation of the City of Windsor on April 18, 2011;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 47-2012 was passed by the Council of The Corporation of the City of Windsor on April 16, 2012;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 66-2013 was passed by the Council of The Corporation of the City of Windsor on May 6, 2013;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 150-2013 was passed by the Council of The Corporation of the City of Windsor on September 23, 2013;

**AND WHEREAS** By-law Number 392-2002 amended by By-law 23-2014 was passed by the Council of The Corporation of the City of Windsor on February 18<sup>th</sup>, 2014;

**AND WHEREAS** it is deemed expedient to further amend said By-law Number 392-2002 of The Corporation of the City of Windsor;

**NOW THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law Number 392-2002 be further amended by deleting *page 1 of Schedule "A" to By-law 23-2014 City of Windsor User Fee Schedule titled "Office of the City Solicitor - Legal"* and substituting *page 1 of Schedule "A" titled "Office of the City Solicitor - Legal"* attached hereto, thereby incorporating the Document Fees for purchasing documents.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

  
EDDIE FRANCIS, MAYOR

  
CLERK

First Reading - May 5, 2014  
Second Reading - May 5, 2014  
Third Reading - May 5, 2014

Schedule "A" to By-law 79-2014  
City of Windsor – User Fee Schedule

Office of the City Solicitor - Legal

Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2014 Fee Excluding HST (Accepted)	
					Cost	Unit of Measure
1		Legal	Admin	Subdivision/Condominium Agreements	\$1 500 00	per plan plus \$50 00 per unit
2		Legal	Admin	Committee of Adjustment - Agreements, Deeds, Easements	\$300 00	per document
3		Legal	Admin	Deeds, Quit Claim Deeds, Easements	\$200 00	per document plus \$50 00 a unit
4		Legal	Admin	Mortgages (preparation)	\$300 00	per mortgage
5		Legal	Admin	Discharge of Mortgage	\$225 00	per discharge
6		Legal	Admin	Encroachment Agreements	\$300 00	per agreement
7		Legal	Admin	Release of Encroachment Agreement	\$200 00	per agreement
8		Legal	Admin	Site Plan Control Agreement	\$750 00	per agreement
9		Legal	Admin	Servicing Agreements	\$525 00	per agreement plus \$50 00 per unit
10		Legal	Admin	Amending Subdivision/Condominium	\$750 00	per agreement
11		Legal	Admin	By-law deleting Part Lot Control from lands with registered plans of subdivision	\$1 000 00	per plan plus \$50 00 per unit
12		Legal	Admin	Demolition Agreements	\$300 00	per agreement
13		Legal	Admin	Pave & Drain Alley Agreements	\$400 00	per agreement
14		Legal	Admin	Drain Enclosure Agreements	\$400 00	per agreement
15		Legal	Admin	Connect to Sewer Agreements	\$400 00	per agreement
16		Legal	Admin	Release of Agreements, Easements, Deeds	\$200 00	per agreement plus \$50 00 per unit
17		Legal	Admin	Copies of Documents (first page of each document)	\$2 00	per page
18		Legal	Admin	Copies of Documents (each additional page after first page)	\$0 50	per page
19	1	Purchasing & Risk Management	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$50,000 and \$100,000	\$25 00	per deposit
20	1	Purchasing & Risk Management	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$100,000 and \$1,000,000	\$50 00	per deposit
21	1	Purchasing & Risk Management	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$1,000,000 and \$5,000,000	\$75 00	per deposit
22	1	Purchasing & Risk Management	Purchasing	Deposit Fee for Tender/Proposal over \$5,000,000	\$100 00	per deposit
23		Purchasing & Risk Management	Purchasing	Counter Documents for Estimated Project Values of \$100,000 or less	\$25 00	Document Fee
24		Purchasing & Risk Management	Purchasing	Counter Documents for Estimated Project Values of \$100,001 to \$1,000,000	\$50 00	Document Fee
25		Purchasing & Risk Management	Purchasing	Counter Documents for Estimated Project Values of \$1,000,001 to \$5,000,000	\$75 00	Document Fee
26		Purchasing & Risk Management	Purchasing	Counter Documents for Estimated Project Values of \$5,000,001 to \$10,000,000	\$175 00	Document Fee
27	2	Purchasing & Risk Management	Purchasing	Counter Documents for Estimated Project Values of \$10,000,000 or more	\$200 00	Document Fee
28		Purchasing & Risk Management	Purchasing	Electronic Documents	\$25 00	Document Fee

Notes:

- 1 The deposit fee amounts are not policy, but rather guidelines used to charge vendors. As each tender has different requirements and depending on the amount of work that goes into the preparation of these specifications, the charges can differ accordingly.
- 2 Refundable to compliant unsuccessful bidders.