



1.0 PURPOSE

The purpose of this policy is to set out and amend the fees the Municipality of the District of West Hants charges for certain applications, licenses and services that are applicable for residents and businesses when requesting permits, licenses or other forms of service.

2.0 SCOPE

This Policy applies to fees set out in by-laws, policies and resolutions authorized by the Council of the Municipality of the District of West Hants. The fee amounts authorized in this Policy may amend those previously set, except those fees amount specifically authorized in a by-law.

3.0 FEES

The following schedules of fees shall be charged for permits, licenses and services provided by the Municipality of the District of West Hants. Fees associated with the Building Code Act By-law, Land-Use By-laws, Subdivision By-laws, Hantsport Swimming Pool By-law and amendments to the Municipal Planning Strategies are waived for Municipally Registered Heritage Properties, non-profit organizations registered under the Societies Act and Municipally owned properties.

a) Fees Associated with By-laws

BY-LAW	SECTION	FEE
Building Code Act By-law	5.1 Fees for permits:	
	New Construction of, and additions to, residential buildings, community centers, cottages and	\$25.00 + \$0.12 per square foot



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

	New construction of, and additions to commercial, industrial and other buildings not otherwise specified	\$50.00 + \$0.15 per square foot
	New construction of, and additions to sheds, decks, storage buildings, garages, barns, and other farm, forestry or fishing buildings not designated for human occupancy	\$25.00 + \$0.06 per square foot
	Repairs, renovations or alterations to all existing buildings	\$25.00 + \$2.50 per \$1000.00 of value of construction; except that for non- structural repairs, renovation or alterations where the estimated value of construction is between \$1000.01 and less than \$5000.00, the fee shall be \$25.00
	Relocation of mobile homes and mini-homes where there is no finished basement	\$50.00
	Additional fee where construction has been started prior to issuance of building permit. This fee reflects the heightened	\$50.00 + applicable building permit fees



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

	municipal costs and risks where a builder requests a permit (and therefore the associated inspection services) after already having started construction. It does not preclude prosecution for non-compliance, and does not prevent the Building Official from requiring construction work to be undone in whole or in part to inspect conditions not otherwise observed.	
	Tents or Air supported structures	\$50.00
	Pools	\$25.00
	Demolition of building/structure	\$25.00
	Renewal or amendment of an approved permit.	\$25.00
	Processing charge retained for incomplete, denied or withdrawn permits	\$25.00

C-001 Cemetery By-Law West Hants	Section 4.2 Fee for Full Burial Lot Hantsport Resident	\$292.50 + \$315.00 Perpetual Care= \$607.50
	Section 4.2 Fee for Full Burial Lot Non-Hantsport Resident	\$422.50 + \$455.00 Perpetual Care= \$877.50



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

	Section 4.2 Fee for Cremation Burial Lot Hantsport Resident	\$146.25 + \$315.00 Perpetual Care = \$461.25
	Section 4.2 Fee for Cremation Burial Lot Non Hantsport Resident	\$211.25 + \$455.00 Perpetual Care = \$666.25
	Section 4.4 Charge for burial and disinterment	\$50.00
	Section 4.6 Additional Fee for Winter Burials	Actual costs incurred.
Cemetery Charges Maplewood Cemetery By-Law	Perpetual Care must be purchased at time of sale of lot	
	Windsor Residents (Purchase of Lots) Whole Lot (12 Graves) Half Lot (6 graves) Quarter Lot (3 graves) Single Grave Half Grave (cremation or infant)	\$4416.00 \$2208.00 \$1104.00 \$368.00 \$184.00



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

	Outside of Windsor Resident (Purchase of Lots) Whole Lot (12 Graves) Half Lot (6 Graves) Quarter Lot (3 Graves) Single Grave Half Grave (cremation or infant)	\$9660.00 \$4830.00 \$2415.00 \$805.00 \$402.50
	Perpetual Care Rates (Purchased at time of Sale) Whole Lot (12 Graves) Half Lot (6 Graves) Quarter Lot (3 Graves) Single Grave Half Grave (cremation or infant)	\$3036.00 \$1518.00 \$759.00 \$253.00 \$126.50
	Burial Fees - Windsor Residents Vault Adult Child Under 12 Cremations/Stillborn Cremation - Monument/Bench Interment	\$644.00 \$483.00 \$280.00 \$322 \$172.50



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

	Burial Fees - Outside of Windsor Residents	
	Vault	\$1012.00
	Adult	\$839.50
	Child Under 12	\$678.50
	Cremation/Stillborn	\$678.50
	Cremation - Monument/Bench Interment	\$363.40
	Additional Fee for Burials January 1st - March 31st	\$172.50 (hst included)
C-003 Civic Addressing By-Law	Section 7.3 Posting Private Road Signs through the Nova Scotia Department of Transportation and Active Transit (DTAT)	Cost charged by DTAT for purchase and installation.
Dog By-Law RCOFN-013.00 (effective June 7, 2022)	Section 5.1 Registration Fee	\$15.00 all dogs
	Section 5.2 Annual Kennel Registration Fee	\$45.00
	Section 3.5 Replacement Tag Fee	\$7.50
	Section 9.2 Fees associated with impoundment, board, food, care and veterinary costs	Actual costs incurred
False Alarm By-law West Hant	Section 8 (a) Fee for Second False Alarm	\$100.00



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

	Section 8 (b) Fee for Third or More False Alarms	\$200.00
False Alarm By-Law Windsor	Section 32.09 I(a) second false alarm for the Fire Department and a third for the Police	\$ 100.00
	Section 32.09 I(b) third for the Fire Department and fourth for the Police and each subsequent false alarm	\$ 200.00
Heritage Property By-Laws	Fees associated with registering a Municipal Heritage Property	Land Registry or Registry of Deed costs and associated legal fees to be paid by West Hants Regional Municipality.
West Hants and Windsor Land-Use By-Law	WHLUB Section 2.8 Application Fees WLUB Section 2.8 Advertisement and Notification Fees	
	Section 2.8 LUB Amendment	\$500.00 processing fee \$1100.00 deposit for direct costs such as notice (excess is refunded)
	Section 2.8 Development Agreement	\$500.00 processing fee
		\$1100.00 deposit for direct costs such as notice (excess is



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

	Section 2.8 Substantive Amendment to a Development Agreement	\$500.00 processing fee \$1100.00 deposit for direct costs such as notice (excess is refunded)
	Section 2.8 non-Substantive Amendment to a Development Agreement	\$300.00 processing fee \$600.00 deposit for direct costs such as notice (excess is refunded)
	Section 2.8 Development Permit Fee	\$25.00
	Section 2.8 Zoning Confirmation/Certificate Fee	\$50.00
	Section 2.8 Variance Application Fee	\$25.00
	Section 2.8 Site Plan	\$25.00 plus permit fees
Hantsport Land Use By-law	Section 4.5 Application Fees	
	4.5 LUB Amendment	\$500.00 processing fee \$1,100.00 deposit for direct costs such as notice (excess is refunded)



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

	Section 4.5 Development Permit Fee	\$25.00
	Section 4.5 Zoning Confirmation/Certificate Fee	\$50.00
	Section 4.5 Variance Application Fee	\$25.00
Moving Buildings on Streets By-law (Hantsport only)	Section 72 of 1920 Hantsport By-laws, Bond for moving buildings over streets	\$200.00
	Section 73 of 1920 Hantsport By-laws, Fee for privilege of moving the building on streets Permit	\$3.00-\$5.00 per day (estimated amount due upon application)
West Hants S-003 Sewerage and Stormsewer Connection, Discharge and Charges By- law (effective April 1, 2021)	Section 60 Deposit for sewer service connection application/permit. (Deposit includes Public Works inspections, contactor dig/closing and street remediation.)	\$1,000.00
	Section 66 (a) Quarterly Base Charge for unconnected sewer services.	\$ 62.32
	Section 66 (a) Quarterly Base Charge for connected sewer services, based on metered water size	5/8" Meter - \$ 62.32
		3/4" Meter - \$ 93.49
		1" Meter - \$ 155.81
		1.5" Meter - \$ 311.62
		2" Meter - \$ 498.60



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

		3" Meter - \$ 997.19
		4" Meter - \$ 1558.11
		6" Meter - \$ 3116.22
		8" Meter - \$ 5609.20
	Section 66(a) Consumption Rate for connected sewer services based on metered water	\$ 1.70 per cubic metre
West Hants Sewer Lagoon By-law	Section 4 (a) Sewage dump fee at 1379 Walton Woods Road location.	\$15.00 per metric tonne (this fee may be increased annually by CPI)
	Section 4 (b) Sewage dump fee from outside West Hants at 1379 Walton Woods Road location	Market rate
	Emergency Septage Disposal Fee pursuant to Sewer Lagoon Operating Agreement with GFL at 1379 Walton Woods Road location.	\$60.00 (this fee may be increased annually by CPI)
Special Events By-law - West Hants	Section 5.1 (b) (iii) Special Events Application Fee	\$100.00
Special Events By-law - Windsor		No fee
West Hants Street Improvement By-law	Section 12 (2) Driveway permit Fee (Non- refundable)	\$75.00



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

West Hants Subdivision By-Law	Section 11 (a) Fee for filing the approved Final Plan of subdivision, certifying a copy of the plan, and registering a notice of approval of the plan	Land Registry or Registry of Deeds costs (refunded if application refused)
	Section 11 (b) Fee for review and approval of tentative plan of subdivision	\$25.00
	Section 11 (b) Fee for review and approval of final plan of subdivision	\$75.00 plus \$4.00 for each lot for which approval is requested.
	Section 11 (b) Additional fee for Final Plan of subdivision showing public or private roads	\$200.00
	Section 93 (a) (i) Fee for filing a repeal of a subdivision	Land Registry or Registry of Deeds cost (refunded if application refused)
	Section 93 (a) (ii) Processing fee for final application for repeal of subdivision	\$50.00
Swimming Pool By-law (Hantsport Only)	Section 5.1.3 Pool Enclosure Permit Fee	\$50.00

a) Fees Associated with Other Policies

West Hants Piping of Ditch Frontage Policy	Section 6 Refundable security deposit	\$500.00
--	---------------------------------------	----------



WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

Meeting and Committee Procedural Policy- Appendix H	Section 4.1 a) Fee for hearing a fences dispute	\$20.00
---	---	---------

a) Other Fees

Tax Certificate		\$50.00
Tax Account Statement		\$20.00
Bulk Water Station Token		\$7.50 (600 gallons of water per token)
NSF Cheque Fee		\$25.00
West Hants Water Service Installation Deposit	Deposit includes Public Works inspection, contractor dig/closing and street remediation.	\$2000.00
Mortgage Data Transfer Fee		\$10.00 per Assessment Account
West Hants Permit for Breaking Soil Breaking Ground permit	Isolated Cross-cuts - Paved Roads	\$20.00 per linear foot
	Isolated Cross-cuts - Gravel Roads	\$10.00 per linear foot
	Major Projects - In roadway	\$9.00 per linear foot
	Major Projects - Back of ditch and Unpaved Roads	\$3.00 per linear foot




WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY

RCOFN-013.00

	Driveway Culvert Installation Deposit (Refundable if required)	\$300.00
Deposit for Amendments to Municipal Planning Strategy	Deposit includes application fee and advertising and notifications cost for the amendment (Un-used portion is refundable)	n/a
West Hants Regional Municipal Mobile Canteen and Vending By-Law Fees (Effective June 22, 2021)	Special event on public property (14 days or less)	\$25.00
	Three (3) months	\$100.00
	An additional three (3) months on the same property	\$200.00
	An additional three (3) months on the same property	\$300.00
	An additional three (3) months on the same property	\$400.00
	Year on the same property	\$1000.00
West Hants Regional Municipal Fees for Sidewalk Cafes (Effective June 2021)		\$1.00 sq. ft. per term



I, Deanna Snair, Municipal Clerk of the West Hants Regional Municipality, the Province of Nova Scotia, do hereby certify that this is a true copy of the By-law as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the 26th day of April, 2022.


Deanna Snair, Municipal Clerk

Adoption	
Notice To Council	<i>July 9, 2021 via email from Dir. LeMay</i>
Approval:	<i>July 27, 2021</i>
Description: Fees for a variety of services	
First Amendment	
Notice To Council	April 12, 2022
Approval:	April 26, 2022
Description: Addition of Mobile Canteen and Vending Fees	
<ul style="list-style-type: none"> • \$25 / special event on public property (14 days or less) • \$100 / three (3) months • \$200 / an additional three (3) months on the same property • \$300 / an additional three (3) months on the same property • \$400 / an additional three (3) months on the same property • \$1000 / year on the same property 	
Description: Addition of Sidewalk Cafe Fees West Hants Regional Municipality Fees Policy RCOFN-013.00	
<ul style="list-style-type: none"> • \$1.00 sq. ft. per term 	



**WEST HANTS REGIONAL MUNICIPALITY
FEES POLICY**

RCOFN-013.00

Second Amendment	
Notice to Council	February 10, 2022
Approval:	April 24, 2022,
Description: Addition of the Regional Dog Tag Fees	Effective June 7, 2022
<ul style="list-style-type: none"> • Section 5.1 Registration Fee - \$15.00 all dogs • Section 5.2 Annual Kennel Registration Fee - \$45.00 • Section 3.5 Replacement Tag - \$7.50 • Section 9.2 Fees associated with impoundment, board, food, care and veterinary costs - Actual costs incurred 	