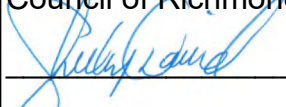


Title: Municipal Fees Policy

Approved by Council	Date: September 23, 2025
Policy Review Notification	Date:
Policy Review	Date:
I certify this to be a true copy of the Municipal Fees Policy as adopted by the Municipal Council of Richmond County at a Public Meeting held on September 23, 2025.	
 <hr/> Shelley David, Municipal Clerk	

1. Purpose

1.1. The purpose of this policy is to provide one clear and concise framework for the various fees charged by the Municipality of the County of Richmond (MOCR) in connection with its services, programs, regulatory functions, and operations. This includes, but is not limited to, fees for applications, permits, licenses, service delivery, and costs arising from by-law-related services or interventions.

2. Scope

2.1. The Policy applies to the processes and services listed below and replaces all previously established fees contained in earlier policies or resolutions of the Municipality.

3. Fee Categories

The fees payable to MOCR are listed by category below:

3.1. Administration	
Item	Fee
• Black and white photocopies	\$0.10
• Colour photocopies	\$0.20



3.2. Department of Finance	
Item	Fee
<ul style="list-style-type: none"> • Tax Certificates 	\$20.00
<ul style="list-style-type: none"> • International Wire Transfer fee 	\$20.00
<ul style="list-style-type: none"> • NSF Cheque Fee 	\$25.00
3.3. Dog Control By-Law # 70 (For each dog)	
Item	Fee
<ul style="list-style-type: none"> • Lifetime license/tag/registration fee 	\$45.00
<ul style="list-style-type: none"> • Initial license/tag/registration fee – Dogs less than one year old 	\$10.00
<ul style="list-style-type: none"> • Kennel operators registered with the Canadian Kennel Club 	Set by Council
<ul style="list-style-type: none"> • Change of ownership registration fee 	\$10.00
<ul style="list-style-type: none"> • Replacement dog tag 	\$5.00
<ul style="list-style-type: none"> • First impoundment within one twelve (12) month period 	\$100.00
<ul style="list-style-type: none"> • Second impoundment within one twelve (12) month period 	\$200.00
<ul style="list-style-type: none"> • Third & subsequent impoundments within one twelve (12) month period 	\$300.00
<ul style="list-style-type: none"> • Board for each day (Monday to Friday) 	\$30.00
<ul style="list-style-type: none"> • Board for each day (Weekend & Holidays) 	\$60.00
<ul style="list-style-type: none"> • Other associated care fees include, but are not limited to, apprehension expenses, veterinary treatment and testing fees, special care costs, and, where applicable, fees related to the destruction of the dog. 	Cost of Associated Care.
3.4. Information Access	
Item	Fee
<ul style="list-style-type: none"> • Freedom of Information Access Requests 	\$5.00
<ul style="list-style-type: none"> • Additional Processing Fees (where applicable) include the services of locating, retrieving, and producing the record, preparing the record for disclosure, preparing for shipping and handling the record, and providing a copy of the record. Refer to the Freedom of Information and Protection of Privacy Act for details. 	\$30.00/hour



<ul style="list-style-type: none"> Shipping – standard post, courier fees if specifically requested by the applicant. 	At cost.
<ul style="list-style-type: none"> Photocopy – Black and white photocopies per page. 	\$0.10
3.5. Special Event By-Law # 67	
Item	Fee
<ul style="list-style-type: none"> Special Event Permit Application deposit required; minimum and maximum amounts apply; refund subject to conditions. Refer to the Special Event By-law #67 for details. 	\$100.00 - \$2,000.00
3.6. Taxi By-law # 20	
Item	Fee
<ul style="list-style-type: none"> Taxi Application 	\$10.00
<ul style="list-style-type: none"> Taxi License – 12 Month License. Refer to the Taxis By-law #20 for details. 	\$20.00

4. Relevant Documents

- 4.1. [Dog Control By-Law # 70](#)
- 4.2. [Special Event By-Law # 67](#)
- 4.3. [Taxi By-law # 20](#)
- 4.4. [Freedom of Information and Protection of Privacy Act](#)

5. Policy Review/Amendment

Date of Review	Approved/Amended by Council
	September 23, 2025