

**By-laws of the Town of Hampstead**

**PROVINCE OF QUEBEC  
TOWN OF HAMPSTEAD**

**CONSOLIDATION OF BY-LAW NO. 1010  
AND ITS AMENDMENTS NO. 1010-1,  
1010-2 AND 1010-3**

---

**TARIFF BY LAW NO. 1010**

---

**NOTICE**

*The consolidation of By-laws and annexes is not official. It has been compiled on February 22<sup>nd</sup>, 2018 by the Town Clerk in order to facilitate the reading of the text. The official text is to be found in the original by-law, annex and in each of its amendments.*

CONSIDERING sections 244.1 and 244.2 of an *Act respecting Municipal taxation*;

WHEREAS Notice of motion of the present By-law was given at the Special Council Meeting held on August 29<sup>th</sup>, 2016;

**ON SEPTEMBER 12<sup>TH</sup> 2016, THE COUNCIL DECREES THE FOLLOWING:**

1. By-law No. 817 entitled “**BY-LAW CONCERNING TARIFFS**” and its amendment are hereby repealed and replaced by the present By-law no. 1010.
2. The tariffs established by this By-law are applicable on all goods, services, fees or activities mentioned in this By-law and offered by the Town of Hampstead.
3. When a tariff is hereby stipulated for the issuance of a license or a permit, it is therefore obligatory that the person (natural or legal) concerned by such tariff obtain the license or permit in question.
4. When applicable, the Goods and Services Tax and Quebec Sales Tax shall be added to the amounts herein mentioned, except where applicable taxes are already included.
5. The tariffs imposed and levied for the reproduction of documents are provided for in Section 9 of *Regulation respecting rates for the transcription, reproduction or transmission of documents or nominative information (R.S.Q., c-A-2.1, r.1.1)*.
6. The tariff imposed and levied for the issuance of a tax confirmation report is \$20.00 per property.
7. Where a cheque or other order of payment is received by the Town and payment thereof is refused by the drawee, a \$35.00 charge will be claimed from the drawer of the cheque or from the property owner if the cheque was drawn for a matter relating to a particular Hampstead property.

## By-laws of the Town of Hampstead

8. *In compliance with resolutions 2007-113 and 2008-016, all costs and disbursements related to the publication and radiation of a legal hypothec on an immovable located on the territory of the Town of Hampstead are to be recuperated from the owner.*

### **PUBLIC WORKS**

9. The tariffs imposed and levied for the services rendered by the Public Works Department as shown in **Annex A** of the present By-law, forming an integral part thereof.

An administration fee of 15% must be added to the amounts delineated in Annex A. The hourly rates delineated in this annex are calculated at time and a half on Saturdays and double time on Sundays.

10. When the Town's Public Works Department picks up or must pick up goods, furniture or objects left or abandoned on public property and/or along the street following an eviction, pick-up fees equivalent to the actual cost paid by the Town shall be collected from the owner of said goods. In addition, when such goods, furniture, or objects must be stored on the Town premises, the following fees shall be collected from the owner, over and above the pick-up fees, if necessary:

-	Storage costs per day:	\$25.00
-	Removal expenses:	\$95.00/hour
-	Administration fees:	\$25.00

When such goods, furniture or objects must be stored outside the Town's territory, the owner must reimburse the Town the actual cost of pick up, storage plus 15% administration fees.

11. The tariff imposed and levied for the deliverance of a certificate of conformity required under the *Environment Quality Act* (R.S.Q., c.Q-2), or one of its By-laws, is \$35.00.

### **CALL OF TENDER**

12. For the supply of Call for Tender documents: No charge

### **ADVERTISING POSTERS / BANNERS**

13. A fee is imposed and defined in **Annex A-2** of the present By-law forming an integral part thereof, to any person, natural or legal, who wants to advertise through posters and banners within the territory of the Town for:

- A- Temporary signs identifying the nature of the project, architect, engineer, general contractor and sub-contractors of a construction project;
- B- Temporary signs used during the promotion phase and related to the construction of a new multi-residential building (type H4);

### **SNOW REMOVAL**

14. A fee for the issuance of a permit, in virtue of By-law No 813 of the Town of Hampstead, is hereby imposed and levied to any person, natural or legal, who is paid to perform snow removal within the territory of the Town.
15. To obtain the permit mentioned in Section 12, the contractor must pay a fee of

## **By-laws of the Town of Hampstead**

one hundred dollars (\$100) to register his business with the Town of Hampstead.

- 16.** In addition to the fees mentioned in Section 13, the contractor must pay a fee for each and every vehicle he intends to utilize for the snow removal in the Town of Hampstead:
- a) if the vehicle is not equipped with a blower, the snow removal contractor shall pay:
    - i) \$100 for the first vehicle;
    - ii) \$300 for each additional vehicle;
  - b) However, if the vehicle is equipped with a blower, which must be used to blow snow onto private property, the snow removal contractor shall pay \$50 for each vehicle equipped with a blower.

### **LANDSCAPING**

- 17.** A fee for the issuance of a permit, in virtue of By-law N° 814 of the Town of Hampstead, is hereby imposed and levied to any person, natural or legal, who is paid to perform landscaping and/or gardening work within the territory of the Town.
- 18.** To obtain the permit mentioned in Section 17, the contractor must pay a fee of one hundred dollars (\$100) to register his business with the Town of Hampstead and will obtain one sticker for his first vehicle.

If needed, extra stickers are available at the amount of twenty-five dollars (\$25) for the use of each extra vehicle.

### **DOGS AND CATS (By-law 761)**

- 19.** Any owner of a cat or dog must, each year, on or before the 1<sup>st</sup> of January, register them. Registration application forms are available at the Town Hall and at the Community Centre.

The annual registration fees are set out in **ANNEX B**.

### **WATER METERS AND CHARGES FOR WATER CONSUMPTION**

- 20.** A fee is to be charged as detailed in the following table to all consumers whom due to negligence on their part render a water meter inoperable, which in consequence requires its replacement by the Town.

<b>Meter dimension (inches)</b>	<b>Replacement fee</b>
5/8 & 3/4	140 \$
1	300

- 20.1** A \$50 fee will be charged to any consumer for which the seal placed on a meter is either broken or removed.
- 20.1.1** A \$50 fee will be charged to any consumer for whom the Town has to produce an estimate for a second year running. A \$100 fee is applicable with any consumer for whom the Town has to produce an estimate for a third year running.

### **OVERNIGHT PARKING PERMIT (By-law 694)**

- 21.** *The tariffs for obtaining an overnight parking permit are established as set out in ANNEX C-2.  
(1010-1, art.21, 01/16/2017) (1010-2, art. 21, 12/08/2017) (1010-3, art. 21, 01/24/2018)*

## **By-laws of the Town of Hampstead**

### **COMMUNITY SERVICES & RECREATION**

22. *All the administration fees about Community Services & Recreation are set out in ANNEX D-2.  
(1010-1, art.22 01/16/2017) (1010-3, art.22, 12/08/2017)*

### **PUBLIC SECURITY**

23. For the recovery of costs, a fee for the use of officers of the public security department during private events will be charged to the citizen or organization that has benefited from such services.
24. Any event organized, sponsored or recommended by the Town of Hampstead is considered public. Any other event, for the purposes of this By-law is considered a private event.
25. A fee will be charged for a private event where the services by members of the public security department is required by the organizer of the event or when the magnitude of the event will require our services according to the Director General of the Town, and on the recommendation of the Director of Public Security.
26. The number and selection of officers on duty for each event is at the discretion of the Director General of the town and on the recommendations of the Director of Public Security.
27. The rate for each of the officers assigned to a private event is based on his salary as mentioned in the Collective Labor Agreement governing it.
28. Each designated officer will be charged at a minimum of three (3) hours per event.
29. If an officer is in overtime, his rate will be increased by 50% or 100% in accordance with the collective agreement.
30. The contribution of the employer, set at 35% of the hourly rate for each officer concerned, will be charged in addition to the rates mentioned in paragraphs 26, 27 and 28 hereof.
31. Exceptions: No fee will be charged for the following private events, namely on the occasion of the funeral, returning from the funeral, the celebration of religious festivals significant for religious communities established in Hampstead.

### **URBAN PLANNING AND BUILDING INSPECTIONS**

32. All the administration fees about Urban Planning and Building Inspections are set out in **ANNEX E**.

### **OTHER DISPOSITIONS**

33. The rates and fees established by this By-law shall apply notwithstanding any inconsistent provision of any other By-law and/or resolution of the Town.
34. Every person who infringes any provision of this By-law is liable to a fine. Unless a specified fine has been stipulated in the relevant By-law, the fine stipulated in the following paragraph shall apply.
35. In the event of a first infraction, this fine shall not be less than \$100 nor exceed \$1,000. In the case of a second or subsequent infraction, the fine shall not be less than \$200 nor exceed \$2,000.

**By-laws of the Town of Hampstead**

**36.** The present By-law shall come into force according to law.

(s) William Steinberg  
Dr. William Steinberg, Mayor

(s) Pierre Tapp  
M<sup>c</sup> Pierre Tapp, Town Clerk

**By-laws of the Town of Hampstead**

**ANNEX A – PUBLIC WORKS BY-LAW N<sup>0</sup> 1010**

<b>1.0</b>	<b>MANPOWER</b>	<b>HOURLY RATE *</b>
1.1	GRP 3	\$25.66
1.2	GRP 4	\$26.12
1.3	GRP 5	\$26.58
1.4	GRP 6	\$27.07
1.5	GRP 7	\$27.56
1.6	GRP 8	\$28.07
1.7	GRP 9	\$28.56
1.8	GRP 10	\$29.04
1.9	GRP 11	\$29.57
1.10	GRP 12	\$30.11
1.11	GRP 13	\$30.66
1.12	GRP 14	\$31.23
1.13	GRP 15	\$31.79
1.14	GRP 16	\$32.36
1.15	GRP 17	\$32.95
1.16	GRP 18	\$33.54
1.17	GRP 19	\$34.14
1.18	GRP 20	\$34.77
1.19	Team superior	\$32.50
1.20	Foreman	\$36.95
1.21	Chief of operations	\$43.96
1.22	Director	\$56.77
	<b>* Employer contributions at a rate of 35% to be added to Manpower hourly rate.</b>	
<b>2.0</b>	<b>EQUIPMENT</b>	<b>HOURLY RATE</b>
2.1	Tractor/loader	\$57.02
2.2	Street Sweeper	\$105.69
2.3	Tracked Vehicle & Pick-up Truck	\$27.19
2.4	Aerial	\$49.09
2.5	10-Wheel truck	\$45.92
2.6	6-wheel dump truck (5 tons)	\$40.22
2.7	6-wheel dump truck (2.5 tons)	\$28.22
2.8	Compressor	\$17.22
2.9	Backhoe	\$46.22
2.10	Flusher	\$46.61

**By-laws of the Town of Hampstead**

2.11	Pump	\$10.50
2.12	Signalling vehicle	\$10.50
2.13	Thawing machine	\$31.61
2.14	Water/sewer service truck	\$52.50
<b>3.0</b>	<b>SERVICES</b>	<b>HOURLY RATE</b>
3.1	Call for verification of sewer	355.00\$/unit
3.2	Call for the thawing of the connection of a sewer on private property	420.00\$/unit
3.2	Reconstruction of a curb (including roadway and landscaping)	400.00\$/lin.meter
3.4	Reconstruction of a sidewalk (including roadway and landscaping)	To be calculated according to the established contracts
3.5	Construction of service connections for single residential buildings for one of the following services: water, stormwater sewer, sanitary sewer, including the repairs to the roadway, curb or sidewalk and the landscaping	To be calculated according to the established contracts
3.6	Construction of service connections for single residential buildings for two of the following services: water and sanitary sewer including the repairs to the roadway, curb or sidewalk and the landscaping	To be calculated according to the established contracts
3.7	Construction of service connections for multi-residential or commercial buildings	To be calculated according to the established contracts
3.8	Street light pole relocation	4 900.00\$/unit
3.9	Fire hydrant relocation	5 500.00\$/unit
3.10	Replacement of a tree measuring between 4 and 10 cm, measured at 1.4 meters from the ground	451.00\$/unit
3.11	Special rubbish collection ½ hour minimum	
	a) Truck	134.55\$/hour
	b) 6-wheel truck	161.45\$/hour
	c) 10-wheel truck	188.40\$/hour
	d) Loader	91.50\$/hour
<b>4.0</b>	<b>OTHER SERVICES</b>	
4.1	Each residence must have at least one (1) garbage container, one (1) recycling container and one (1) organic bin.	
4.2	Supply of 360 liter recycling bins	110.00\$/unit or free in exchange of your container of smaller size 57.00\$/unit
	Supply of 240 liter recycling bins	
	Supply of 360 liter garbage bins	50.00\$/unit annual fee
	Supply of 240 liter garbage bins	90.00\$/unit
	Supply of 120 liter garbage bins	65.00\$/unit
	Organic bins initial kit (120 liters +kitchen)	50.00\$

## By-laws of the Town of Hampstead

	Replacement bins (all)	
	360 liters	110.00\$ / unit
	240 liters	90.00\$ / unit
	120 liters	65.00\$/ unit
	Kitchen bin	10.00\$/ unit
4.3	Special garbage bags (Yellow 30 x 38 inches in plastic with printed Town logo)	10.00\$ / pack of 10



**ANNEX A-2**  
**Signage Fees**

*Does not include cost of manufacturing signs  
Please note that cost varies due to size, use of color, duration, location  
etc.*

<b>Size (Up to)</b>	<b>Duration</b>	<b>Locations</b>	<b>COST (Up to)</b>
<b>.46m.(1.5ft) X .61m(2ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 125\$ each</b>
<b>.6m(2ft) X .91m( 3ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 250\$ each</b>
<b>.6m(2ft) x 2.6m( 8.5ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 625 \$ each</b>
<b>.6m(2ft) X 5.18m(17ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 1000\$ each</b>
<b>.91m(3ft) X 1.2m( 4ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 500\$ each</b>
<b>1.2m( 4ft) X 1.83m( 6 ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 750\$ each</b>
<b>1.2m(4ft) X 2.6m(8.5ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 1000\$ each</b>
<b>1.2 m( 4ft) X 5.18 m( (17ft)</b>	<b>Max. Season/ event</b>	<b>As per By law n° 727-10 (Signage)</b>	<b>Up to 2000\$ each</b>

**By-laws of the Town of Hampstead**

**ANNEX B - DOGS & CATS (By Law 761)**

**“SCHEDULE ‘A’ – REGISTRATION FEES**

	<b><u>Hampstead Residents</u></b>	<b><u>Non-Residents</u></b>
For a male dog neutered	\$30 / dog	\$60 / dog
For a female dog spayed	\$30 / dog	\$60 / dog
For a female dog not spayed	\$50 / dog	\$100 / dog
For a male dog not neutered	\$50 / dog	\$100 / dog

The above fees include a dog run access card.

\* Cost for Replacement of Access Card - \$10.00

*For a cat neutered*                      \$5 / cat  
*For a cat not neutered*                \$10 / cat

**By-laws of the Town of Hampstead**

**ANNEX C-2 - OVERNIGHT PARKING PERMIT (By-law no. 694)**

For an annual permit, Category #1 & 2

**CATEGORY #1 (all the town except the streets mentioned in Category # 2)**

1<sup>st</sup> Vehicle **\$250**

2<sup>nd</sup> Vehicle **\$400**

**CATEGORY # 2 – Special tariff for citizen residing on the following streets:**

**Dufferin (between Côte St-Luc & Langhorne); Côte Saint-Luc Road,  
McDonald, Harrow, Cleve, Aldred, Holtham:**

**1<sup>st</sup> Vehicle \$150**

**2<sup>nd</sup> Vehicle \$255**

For a monthly permit  
\$50/vehicle

For a weekly permit  
\$20/vehicle

For a nightly permit (beyond the 12 annual free daily permits per licence plate).  
\$3/vehicle and paid each day.

**By-laws of the Town of Hampstead**

**ANNEX D-2 – COMMUNITY SERVICES & RECREATION**

**By-laws of the Town of Hampstead**

**ANNEX E – URBAN PLANNING AND BUILDING INSPECTIONS**