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By-law 03-2026

A By-Law to Amend By-Law No. 08-2025, Being A By-Law to Establish Fees And Charges within the Corporation of The County of Northumberland


Whereas Section 391 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of the municipality;

AND WHEREAS the Council of the Corporation of the County of Northumberland deems it expedient to amend By-law No. 08-2025 to update the fees and charges applicable to the Ontario Agri-Food Venture Centre (OAFVC);

Now Therefore Be It Enacted as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1. That Schedule "A" to By-law No. 08-2025 is hereby amended by deleting the section titled "Ontario Agri-Food Venture Centre" and replacing it with the revised fees attached hereto as Schedule "A" and forming part of this By-law.
2. That this by-law shall take effect on February 1, 2026

That By-law 03-2026 be introduced and be deemed to be read a first, second and third time, passed, signed and sealed this 21st day of January, 2026.


Robert Crate, Warden


Tonia Bennett, Clerk



Schedule "A" to By-law 03-2026

	Northumberland Clients	Out of Area Clients	Notes
Rooms Fees			
Trial Shifts (up to 4 hours + 1 LH or Consultant, +1FSW, limited)	\$715.00	\$825.00	
Production Kitchen			
Full Shift rate (4 to 7 hours)	\$313.00	\$363.00	
Half Shift rate (up to 4 hours)	\$218.00	\$234.00	
FP Production Kitchen (if renovated)			
Full Shift rate (4 to 7 hours)	\$295.00	\$344.00	
Half Shift rate (up to 4 hours)	\$210.00	\$243.00	
Fruit and Vegetable Processing Room			
Monthly Rental Rate	\$3,250.00	\$4,000.00	• "Trial Shifts" run no more than 4 hours and have a product production limit of 60kg or 60L.
Full Shift rate (4 to 7 hours)	\$288.00	\$339.00	
Half Shift rate (up to 4 hours)	\$189.00	\$222.00	
New Processing Room			
Monthly Rental Rate	\$1,500.00	\$2,268.00	• "Trial" products are held onsite until independent accredited Microbiological/Food Safety lab testing confirms safety
Full Shift rate (4 to 7 hours)	\$269.00	\$316.00	
Half Shift rate (up to 4 hours)	\$174.00	\$205.00	
Prep Room (no kit)			
Full Shift rate (4 to 7 hours)	\$249.00	\$292.00	• A 'half shift' applies to processes completed in under 4 hours.
Half Shift rate (up to 4 hours)	\$160.00	\$188.00	
Packaging Area			
Full Shift rate (4 to 7 hours)	\$196.00	\$239.00	• A 'full shift' applies to any production process that takes between 4 and 7 hours to complete.
Half Shift rate (up to 4 hours)	\$110.00	\$133.00	
Ambient Processing Room			
Monthly Rental Rate	\$2,125.00	\$3,000.00	• Production or processing must not exceed the designated shift length, whether half or full.
Full Shift rate (4 to 7 hours)	\$280.00	\$339.00	
Half Shift rate (up to 4 hours)	\$183.00	\$222.00	
T Room (formerly, carbonation room)			
Monthly Rental Rate	\$1,191.00	\$1,944.00	• Fees and Charges may vary with market rates.
Basic Carbonated Beverage Trial (1 Batch)	\$1,600.00	\$1,825.00	
Full Shift rate (4 to 7 hours)	\$269.00	\$316.00	
Half Shift rate (up to 4 hours)	\$174.00	\$205.00	
Conference Room			
Full day rate (4 to 7 hours)	\$102.00	\$120.00	
Half day rate (up to 4 hours)	\$64.00	\$75.00	
Training Room			
Full day rate (up to 7hrs)	\$320.00	\$375.00	
Storage Fees			

Dry / Ambient Storage		
Per pallet per WEEK (40"x48"x48")	\$7.75	\$8.75
Oversized pallets/week (40"x48" by 49"-72"H) (limited space, prior approval req'd)	\$16.50	\$18.50
Cold / Refrigerated Storage		
Per SHELF per WEEK (47"Lx17.5"x16")	\$5.25	\$5.75
Per pallet per WEEK (40"x48"x48")	\$9.75	\$11.25
Oversized pallets per WEEK (40"x48" by 49"- 72"H) (limited space, prior approval required)	\$22.00	\$25.75
Frozen / Freezer Storage		
Per pallet per WEEK (40"x48"x48")	\$12.25	\$14.00
3rd Pallet on Freezer Floor (weekly clients only)	\$14.75	\$17.00
Oversized pallets per week (40"x48" by 49"- 72"H) (limited space, prior approval required)	\$30.00	\$35.50
Service Fees		
Labour Full Shift (4 to 7 hours)	\$210.00	\$245.00
Labour Half Shift (up to 4 hours)	\$120.00	\$140.00
Charge per Food Production Worker (FPW) per hour	\$30.00	\$35.00
Production Room Cleaning or Dishes Fee		
Labour (4 hours)	\$120.00	\$140.00
Overtime Cleaning Fee (per hour, per person)	\$74.00	\$85.00
Multi-Head Filler Set-up + Calibration Fee		
Labour (3 hours)	\$90.00	\$105.00
Labelling Fee		
Charge per Food Production Worker (FPW) per hour	\$30.00	\$35.00
Date coding		
Per Batch	\$9.00	\$11.00
Auditability		
Audit Sustainability Fee (monthly)	\$65.00	\$75.00
Non-Disclosure of OAFVC-tied SFCR License, Misrepresenting OAFVC Relationship to Licensing/Regulatory Body, or Shipping Beyond Ontario without SFCR License Fee (per instance)	\$5,000.00	\$5,000.00
Food Safety Audit Fee	\$1,300.00	\$1,600.00
Production Shift Consultation		
Up to 2 hours production observation to identify production shift efficiencies, results as Opportunity Workflow Notes	\$220.00	\$265.00
Business Expansion Consultation		

- Storage billed weekly, invoiced monthly.
- Inventory check requests by staff are billed hourly, with a one-hour minimum per request.

- The fees apply only when the Centre can provide the service internally.
- Cleaning fee may be waived if OAFVC Food Production Workers are used for the production shift.
- Additional fees are based on a cost recovery basis. All fees are subject to change.
- To qualify for the "Northumberland Entrepreneur Rate", the client must provide proof of property ownership, business ownership, or residence, within Northumberland County.
- Clients canceling within 5 business days must pay forfeited deposits before booking again.
- Forfeit deposits may be designated as tax-receipt donations upon request.

Up to 7 hrs food business expansion consultation completed at / for alternate production location	\$780.00	\$920.00
Nutritional Facts Table Generation		
Electronic .jpg + .pdf files provided (up to two proof revisions incl.)	\$45.00	\$55.00
Surface Protein (Allergen) Test		
Per swab contact surfaces for allergens	\$51.00	\$56.00
pH Test		
Per test	\$25.00	\$28.00
Moisture Analysis Test		
Per test	\$25.00	\$28.00
Viscosity Test		
Per test	\$25.00	\$28.00
Water Activity Test		
Per test	\$25.00	\$28.00
Wooden Pallets		
Cost per pallet (for transport)	\$13.00	\$15.00
Waste Disposal Fee		
Cost/instance, up to 1 tonne.	\$210.00	\$250.00

Financial donations to the OAFVC are gratefully accepted. Tax receipts provided upon request