CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE

By-Law No. 2020-16

Being a By-law to Establish Fees and Charges for services or use of municipal property.

WHEREAS Section 391(1) of the Municipal Act, 2001 provides that a municipality may impose fees or charges on any person, municipality, local board and the crown.

(1) for services or activities provided or done by or on behalf of it;
(2) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
(3) for the use of its property including property under its control.

NOW THEREFORE the Council of the Corporation of the Township of McNab/Braeside enacts as follows:

1. The fees and charges set out on the attached Schedules are hereby imposed as follows:

Schedule "A" – Administration	Schedule "G"- Recreation
Schedule "B" – Building	Schedule "H" - Museum
Schedule "C" – Septic	Schedule "I" - Animal Control
Schedule "D" – Development Charges	Schedule "J" – Fire Department
Schedule "E" - Planning	Schedule "K" - Roads Department
Schedule "F"- Waste Management	Schedule "L" – Market Fees

2. All fees and charges set out in this by-law shall be payable prior to the provision of the service unless an agreement in writing is made to the contrary and approved by the CAO/Clerk and/or Council.

3. In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee or charge and shall be collected in like manner as municipal taxes.

4. Council does hereby delegate to the CAO/Clerk, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.

5. The fees set out in this By-Law shall be increased at the rate of inflation, based upon the Consumer Price Index for Ontario, when Council deems it appropriate.

6. The fees set out in the By-Law shall exclude Harmonized Sales Tax (HST) as applicable unless otherwise noted.

BE IT FURTHER ENACTED, that all By-Laws or parts thereof, and all or any resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed

READ a first time this **3rd day of March, 2020.**

READ a second time this **3rd day of March, 2020.**

READ a third and final time and passed this **3rd day of March, 2020.**

MAYOR

CAO/CLERK

By-Law No. 2020-16
Schedule "A"- Administration

General Information:

Photocopying	$0.25/page 8 ½ x11
	$0.30/page 8 ½ x14
	$0.50/page 11 x 17

Fee Requests for General & Personal Information under MFIPPA:

Application Fee	$5.00	to be paid when you submit your request
Search Time	$7.50 per ¼ hour	required to search and retrieve records
Record Preparation	$7.50 per ¼ hour	required to prepare records for release
Photocopying	$0.20/page 8 ½ x11	
	$0.30/page 8 ½ x14	
	$0.50/page 11 x 17	

Facsimile Transmit $5.00 Receive $2.00

Administrative Fee under the Line Fences Act, 2006 (s17)	$ 200.00
Property Standards Appeal	$200.00
Archive Record Retrieval/Research	$10.00 per ¼ hour

N.S.F. charge $25.00 per cheques
Late payment fees on all overdue accounts (excluding taxes) 1.25% per month after 90 days

Commissioner of Oaths	$5.00 (includes HST)	(residents)
(by appointment)	$30.00 (includes HST)	(non-residents)

Marriage License $125.00

Civic Marriage/Union Service

Normal working hours: 10:00 a.m. - 3:00 p.m.	$300.00 (in Council Chambers)
Other times and locations (mileage may be charged)	$350.00*
Officiant to attend Rehearsal (mileage may be charged)	$75.00*

**Payable to marriage officiant*

Refreshment Vehicle License	$175.00
Mobile Canteen Licence	$75.00
Special Event Permit	$100.00
Tax Certificates	$50.00 (per roll number)
Zoning Compliance Report	$50.00 (per roll number)
Subdivision Compliance Report	$60.00
Fire Compliance Report	$50.00 (per roll number)
Lottery Licence, Break Open Tickets, Bingos, Raffles, etc.	3% of total prize value.
Replacement Gate Key (Canaan Road)	$15.00
Township Pin	$2.50
Township Flag	$48.00
Township Map	(cost recovery)
County of Renfrew Map	(cost recovery)
Promotional items, hats, T-shirts, etc.	(cost recovery)
Copy of Zoning By-Law	(cost recovery)
Copy of Official Plan	(cost recovery)
Removal of Election Sign	$20.00/sign

By-Law No. 2020-16
Schedule "B" - Building

Building

Building Bond	Actual Costs plus $5,000.00 refundable deposit	
Minimum Permit Fee		$100.00
Residential Building Permit	G.F.A. x	.70
Occupancy Inspection Fee		$100.00
Comm/Industrial/Institutional Building Permit	G.F.A. x	1.10
Building Accessory or Attached Accessory to a Residential Unit		$187.50
Over 375 sq. ft.	G.F.A. x	.50
Demolition Permit		$50.00
Plumbing Permit	$20.00 per fixture	
Min. for new construction		$200.00
Min. for additions/repairs		$100.00
Alterations/Renovations Permit		$150.00
Including an outdoor wood burning furnace		
Conditional Permit.		$100.00
HVAC Permit		$100.00
Change of Use Permit.		$300.00
Revision or Renewal of permit		$100.00
Porch/Carport		$100.00
Pool Permit		$100.00
McNab/Braeside Municipal Buildings		No Fee
Other Buildings, farm buildings, storage buildings, greenhouses, fabric covered buildings		.40/sq. ft.

Permit to Install an Interior Wood Burning Application/Chimney No Fee
(Inspection and Certification arranged by Property owner and submitted to CBO)

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Schedule "C" Septic

Septic Application Fees

Class 2 system (grey-water)	$350.00
Class 3 system (cesspool)	$350.00
Class 4 system (leaching bed, filter bed)	$500.00
Class 5 system (holding tank) ***	$500.00
An engineered designed system	$500.00
Replacement of tank and/or up to 100 ft of weepers	$200.00
Outdoor Washrooms (Class 1)	$250.00
For approval of condominium - for each site that is proposed or installed up to 10,000 L	$500.00

(*** Class 5 system - a signed agreement with licensed pumper will be required.)

Comments requested from Sewage System Inspector

Plan of Subdivision review	$100.00
Minimum Distance Separation Calculations	$50.00 per application
Request for Septic records	$50.00 for each record

By-Law No. 2020-16
Schedule "D" Lot Development Charges

Lot Development Fees	General	Jedd Creek/Campbell Dr.	Dochart Creek
Single Detached Dwelling	$3,954.00	add $230.00	add $298.00
Single Attached Dwelling/unit	$3,784.00	add $219.00	add $286.00
Apartment/unit	$3,143.00	add $182.00	add $237.00
Mobile Home/unit	$2,982.00	add $173.00	add $225.00
Commercial/Industrial (per m^2 of g.f.a.)	$9.00/m^2$	add $0.38/m^2$	add $0.43/ m^2$

By-Law No. 2020-16
Schedule "E" Planning

Planning

Consent Application (per severance)	$750.00 + $3,000.00 deposit
Minor Variance Application	$600.00 + $3,000.00 deposit
Exemption (Con 12, West Pt. Lot 5 - Pine Grove Mobile Park) exempt from Minor Variance Application fees if setbacks are met.	
Zoning By-law Amendment	$1,600.00 + $3,000.00 deposit
Temporary Use Zoning By-Law Extension	$125.00
Official Plan Amendment	$2,000.00 + $3,000.00 deposit
Amended Planning Applications (Consent, Minor Variance, Zoning Amendment, Official Plan)	$250.00
Duplicate Planning Proposals	$200.00
LPAT proceedings	Actual cost + $1,000.00 deposit
Other planning matters	Actual cost + $1,000.00 deposit
Subdivision Proposal	Actual cost + $10,000.00 deposit
Business Proposals	Actual cost + $1,000.00 deposit
Plan of Subdivision Application	County of Renfrew - Planning
Site Plan Agreement	$750.00 + $3,000.00 deposit
Encroachment Agreement	$325.00 + $1,000.00 deposit
Lifting Holding Symbol	$1,000.00 + $1,000.00 deposit
Lifting a 0.3m Reserve	$325.00 + $1,000.00 deposit
Request for Closure of Road Allowance	$325.00 + $1,000.00 deposit
Land Purchase Requests	$325.00 + $1,000.00 deposit

Deposit to be used for Professional Fees (i.e. legal, engineering etc.) to cover all actual costs associated with the application, when required.

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Schedule "F" - Waste Management

Tipping Fees at the Landfill Site - 573 Calabogie Rd.

Garbage Bag	$2.00
Mixed Waste (Household and Construction/Demolition	
Material Flat Rate (200 kg & under)	$ 15.00
Per Tonne	$ 90.00 per metric tonne*
Hydrocarbon Contaminated Soils (Pre-approved)	$ 90.00 per metric tonne*
Stumps and Contaminated Wood	$ 90.00 per metric tonne*
All refrigerated appliances	no charge
Sorted, flattened and recycled corrugated cardboard	no charge
Scrap metal including white goods	no charge
All recycling items listed in the recycling contract	no charge
Clean wood, free of paint or stain	no charge
Garden waste and leaves (free of household garbage)	no charge
E-waste - Computers, Monitors and other Electronics (Do not accept parts or incomplete or broken screens)	no charge

Open September to April Uncontaminated** Motor/Engine oil

(up to 25 litres)	$3.50
(25 - 50 litres)	$7.00

Open May-August Household Hazardous Waste Depot (376 Bruce Street, Renfrew) – Free drop off of household waste for Township Residents.

All Tires - Cars, trucks, tractors	No Charge
Blue Boxes - available at the Municipal Office	$8.00 incl. HST

Tipping Fee at the curbside, the maximum limit is two bags per week each additional bag must be tagged with yellow tag for pickup.

Yellow Tag	$2.00

*If the scales at the landfill site are not operational due to a power outage or maintenance, the following tipping fees shall apply:

Car, single axle trailer, towed by car, half ton truck or van	$15.00
Half ton and single axle trailer	$30.00
Tandem axle trailers, farm wagons	$65.00
Single axle truck	$150.00
Single axle packer truck, tandem truck	$300.00
Tandem packer truck	$400.00
Tractor trailers	$700.00
Un-compacted waste, roll off bins and tri-axle truck	$15.00/ cu. yd.
Stumps	$15.00/ cu. yd.

**not mixed with other types of oil

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Schedule "G" - Recreation

Boat Launch Parking (fees include HST)

$50.00 annual pass (residents) $5.00 second vehicle pass** (residents)
$75.00 annual pass (non-residents) $10.00 second vehicle pass** (non-residents)
$10.00 daily/vehicle using launch
** Only available for purchase at the Township Office

Ball Diamond Rental

$33.00+HST per game / per diamond + $50.00 clean up deposit

Tournaments

$160.00+HST Lit Diamond/ per day + $100.00 clean up deposit
$100.00+HST Unlit diamond/per day + $100.00 clean up deposit
$400.00+HST 4 diamonds/per day + $100.00 clean up deposit
$800.00+HST weekend (Fri-Sun) all 4 diamonds + $100.00 clean up deposit
$700.00+HST weekend (Sat-Sun) all 4 diamonds + $100.00 clean up deposit

Clean up deposits will be returned if applicable following an inspection of the field(s)

Outdoor Rink Rental	$33.00+HST/hour -Group Ice Skating
Dochart Park Field Rental	$28.00+HST/hour/field
Dochart Park Field Rental – Lit Field	$53.00+HST/hour/field

Hall Rental

John A. Gillies Recreation Centre	Price
Hourly Rate (up to 2 Hours Maximum)	$35 per hour plus HST
Half Day Rate (up to 4 hours)	$100 plus HST
Day Rate (5 or more hours)	$225 plus HST
Decoration Rental (evening before event after 6 pm)	$100 plus HST
Kitchen Rental – Half Day	$25 plus HST
Kitchen Rental – Full Day	$50 plus HST
Damage/Clean Up Deposit (returned if applicable, following inspection)	$500.00

Murray Yantha Community Centre	Price
Hourly Rate (up to 2 Hours Maximum)	$40 per hour plus HST
Half Day Rate (up to 4 hours)	$125 plus HST
Day Rate (5 or more hours)	$250 plus HST
Decoration Rental (evening before event after 6 pm)	$100 plus HST
Kitchen Rental – Half Day	$35 plus HST
Kitchen Rental – Full Day	$60 plus HST
Damage/Clean Up Deposit (returned if applicable, following inspection)	$500.00

Replacement Key $40.00/key

Facility User Liability Insurance Program

Number of people attending event	No Alcohol			Alcohol		
	Hourly Rate	1-2 day event	3-5 day event	Hourly Rate	1-2 day event	3-5 day event
1-50	$3	$25	$50	$12	$85	$150
51-100	$4	$50	$85	$20	$130	$260
101-200	$6	$75	$125	$30	$200	$400

Recreation Program Fees – These fees are variable and set by the Recreation Director based on forecasted revenues/expenses.

Paddle Sport Rentals (fees include HST)

	Hourly Rate	Daily Rate
Stand Up Paddleboard*	$10.00	$40.00
Kayak*	$10.00	$40.00
Canoe*	$10.00	$40.00

*Please note, a $50.00 deposit is required for each item rented.

HerbFest (fees include HST)

General Vendor	$70.00
Food Vendor	$120.00

By-Law No. 2020-16
Schedule "H" - Museum

Waba Cottage Museum
Museum Entry:

Adults	$2.00 incl. HST
Family	$5.00 incl. HST
Children 12 years and under	No charge

Special Functions:

Wedding Ceremony (Use of grounds, sound system (if available) & washroom facility during regular hours)	$250+HST plus $200 security/clean up deposit
Wedding Ceremony (Use of grounds, sound system (if available) set up and tear down of folding chairs & use of washroom [including after-hours])	$450+HST plus $200 security/clean up deposit
Picnic & Other Functions (Use of up to 8 reserved picnic tables & washroom facilities [including after-hours])	$200+HST plus $200 security/clean up deposit

Waba Cottage T-Shirt	$18.00 adult incl. HST $15.00 youth incl. HST
Laird of McNab Post Card	$1.00 incl. HST
McNab - The Township (Book)	$30.00 incl. HST
The Last Laird of McNab (Book)	$10.00 incl. HST

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Schedule "I" - Animal Control

	On or Before April 30th	
Dog Tags	$15.00	(One Dog)
	$15.00	(2nd Dog)
	$15.00	(3rd Dog)
Kennel Licence	$150.00	
	After April 30th	
Dog Tags	$30.00	(One Dog)
	$30.00	(2nd Dog)
	$30.00	(3rd Dog)
Kennel Licence	$250.00	
Replacement Tag	$7.00	
Nuisance Animal Cage Rental	$25.00 Refundable Deposit	

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Schedule "J" - Fire Department

Inspection of Refreshment Vehicle	$50.00
Inspection of Private Home Daycare	$35.00
Inspection of Licensed Day Care	$80.00
Inspection of Rooming/Boarding House	$80.00
Inspection of Multiple Residential Building	$120.00
Inspection of Commercial/Industrial Building (up to 4 visits)	$200.00
Inspection of Commercial/Industrial Buildings (5 or more)	$100.00
Seniors Homes	$200.00
Group Homes/Not for Profit	N/C
Smoke & CO Alarms	Cost Recovery
False Alarm/Owner does not attend**	$410.00
False Alarm (System on test)***	$1,000.00

White Lake Fire Hall

Hall Rental per hour.	$25.00/hr $50.00 max
Security and Clean up Deposit	$100.00 *(refundable if applicable)*

Cost of Fire Suppression Services

1. The cost of Fire Department services charged shall be in accordance with Ministry of Transportation rates as set out in the Ministry of Transportation Memorandum to Fire Chiefs and available through the Claims Office of the Ministry of Transportation.

a) The agreed rates are:
$450.00 first hour or thereof per vehicle (includes manpower)
$205.00 each additional half hour or part thereof per vehicle

2. Additional equipment and /or services required by the Fire Department to extinguish the fire shall be charged at actual invoiced cost plus 15% (fifteen per cent) administration fee.

Staff Charge out rates	
Fire manpower charge out rate(per person assigned)	$30.00/hour or part thereof
FIRE	
Contravention of open air burning	MTO rates($450/per truck per hour includes firefighters)
Burn Permit (valid 2 days)	$5.00
Burn Permit (valid for a calendar month)	$25.00
Burn Permit (valid for fire season Apr.1 –OCT.1)	$100.00
Incinerator Permit – valid for the calendar year	$50.00
Camp Fire – Valid for the Calendar year	N/C
Fire watch required due to owner no-show notification	$50.00 per hour, or part there of
MNR Crown Protection Area (CPA)	As per agreement

** **"False Alarm"** means a Security Alarm Occurrence where there is no evidence that a fire is present in a building, structure or premises and includes, but is not limited to:

i) the activation of an alarm during its testing without prior authorization;
ii) an alarm activated by mechanical failure, malfunction or faulty equipment;
iii) an alarm activated by atmospheric conditions, vibrations or power failure;
iv) an alarm activated by user error;
v) an alarm activated with malicious intent;

*** **"System on Test"** means an alarm system that is being tested, or having work done on the alarm system by a technician.

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Schedule "K" - Roads Department

Civic Address Sign	$64.50 post and installation included
Entrance Permit	Recovery cost of installation
Tile Drain/Road Crossing Permit	$150.00
Sale of Used Culverts	invoiced on a cost recovery basis
Requested works	invoiced on a cost recovery basis
Installation of a private sign	invoiced on a cost recovery basis

Cost Recovery Rates:

Tandem axle truck:	$54.00/hr.
Backhoe:	$27.50/hr.
Motor Grader:	$47.00/hr.
Plus: Labour and Materials	cost recovery basis

By-Law No. 2020-16
Schedule "L" – McNab/Braeside Market

Vendor Permit Fees

Full-time Seasonal Space Single Stall 10' X 10'	$130/Season
Full-time Seasonal Space Double Stall 20' X 10'	$260/Season
4 Week Block*	$40.00
Weekly Space 10' x 10'	$20.00/week

(a four week minimum to a maximum of $140.00/stall per season applies to weekly space)

*If the vendor pays for a 4 week block and then commits for the rest of the season, the price for the space will be at a discounted price of $7.00 per day per stall.