

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE

By-Law No. 2021-90

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

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.

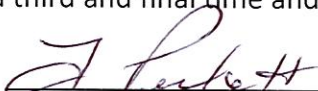
This by-law shall come into force and effect on January 1, 2022.

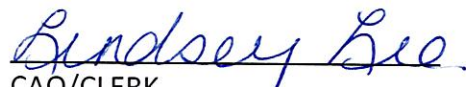
BE IT FURTHER ENACTED, that all By-Laws or parts thereof, and all or any resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed

READ a first time this **21st day of December 2021.**

READ a second time this **21st day of December 2021.**

READ a third and final time and passed this **21st day of December 2021.**


MAYOR


CAO/CLERK

By-Law No. 2021-90
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) | \$350.00 plus costs |
| 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. |
| Request Change of Street Name | \$500.00 |
| 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. 2021-90
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 |
| Administration Fee for 2 dwellings on 1 Lot Agreement | | \$200.00 |
| 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) | | |

By-Law No. 2021-90**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. 2021-90
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. 2021-90
Schedule "E" Planning

Planning

| | |
|---|--|
| Consent Application (per severance) | As determined by the County of Renfrew |
| Minor Variance Application | \$600.00 + \$3,000.00 deposit |
| <i>Exemption (Con 12, West Pt. Lot 5 - Pine Grove Mobile Park) exempt from Minor Variance Application fees if setbacks are met.</i> | |
| 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 | \$250.00 |
| <small>(Consent, Minor Variance, Zoning Amendment, Official Plan)</small> | |
| Duplicate Planning Proposals | \$200.00 |
| LPAT Proceedings | Actual cost + \$1,000.00 deposit |
| Other Planning Matter & Development Agreements | \$325.00 + \$3,000.00 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 + \$5,000.00 deposit |
| Encroachment Agreement | \$325.00 + \$1,000.00 deposit |
| Lifting Holding Symbol | \$1,000.00 + \$3,000.00 deposit |
| Lifting a 0.3m Reserve | \$325.00 + \$1,000.00 deposit |
| Request for Closure of Road Allowance | \$325.00 + \$3,000.00 deposit |
| Land Purchase Requests | \$325.00 + \$1,000.00 deposit |
| Pre-servicing Agreement | \$2,500.00 + \$3,000.00 deposit |
| Amending Pre-servicing Agreement | \$1,000.00 + \$3,000.00 deposit |
| Site Plan Agreement for a Lot in a Plan Of Subdivision | \$200.00 + \$3,000.00 deposit |

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

By-Law No. 2021-90
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

**By-Law No. 2021-90
Schedule "G" - Recreation**

Boat Launch Parking (fees include HST)

\$50.00 annual pass (residents) \$5.00 second (same address) vehicle pass
 \$100.00 annual pass (non-residents) \$25.00 second (same address) vehicle pass
 \$10.00 daily/vehicle using launch

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 |

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

Paddle Sport Rentals (fees include HST)

| | <u>Hourly Rate</u> | <u>Daily Rate</u> |
|-----------------------|--------------------|-------------------|
| 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.

Snowshoe Rentals (Fees include HST)

| | | |
|----------------------------------|--------------|------------|
| Snowshoes – up to 48 hour rental | Resident | No charge |
| | Non-Resident | \$7.00/set |

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

HerbFest (fees include HST)

| | |
|----------------|----------|
| General Vendor | \$70.00 |
| Food Vendor | \$120.00 |

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
Non Sporting Events or Occasions ***

| 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 | \$3.00 | \$25 | \$50 | \$12.00 | \$85 | \$150 |
| 51-100 | \$4.00 | \$50 | \$85 | \$20.00 | \$130 | \$260 |
| 101-200 | \$6.00 | \$75 | \$125 | \$30.00 | \$200 | \$400 |

** If hourly rate exceeds the 1 Day rate, charge the 1 day rate

Sporting Events or Occasions *

Individuals or groups wishing to rent a field or facility to hold a sporting event and / or activity are required to provide proof of \$2,000,000 liability insurance. The Township must be named as insured on that policy. If you require insurance, the township offers a range of insurance dependent on the type of event being held.

Please contact the Recreation Director for pricing.

*all rates are subject to PST only

**By-Law No. 2021-90
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

**Facility User Liability Insurance Program
Non Sporting Events or Occasions ***

| 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 | \$3.00 | \$25 | \$50 | \$12.00 | \$85 | \$150 |
| 51-100 | \$4.00 | \$50 | \$85 | \$20.00 | \$130 | \$260 |
| 101-200 | \$6.00 | \$75 | \$125 | \$30.00 | \$200 | \$400 |

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*all rates are subject to PST only

| | |
|--------------------------------|--|
| 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 |

By-Law No. 2021-90
Schedule "I" - Animal Control

| | <u>On or Before April 30th</u> | |
|-----------------|---|-----------------------|
| Dog Tags | \$15.00 | (One Dog) |
| | \$15.00 | (2 nd Dog) |
| | \$15.00 | (3 rd Dog) |
| Kennel Licence | \$150.00 | |
| | <u>After April 30th</u> | |
| Dog Tags | \$30.00 | (One Dog) |
| | \$30.00 | (2 nd Dog) |
| | \$30.00 | (3 rd Dog) |
| Kennel Licence | \$250.00 | |
| Replacement Tag | \$7.00 | |

**By-Law No. 2021-90
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.

By-Law No. 2021-90
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 |
| Subdivision Road not assumed into the Township Road System | \$5,300.00/km each year |

Cost Recovery Rates:

| | |
|----------------------------|---------------------|
| Tandem axle truck: | \$80.00/hr. |
| Backhoe: | \$55.00/hr. |
| Motor Grader: | \$112.00/hr. |
| Plus: Labour and Materials | cost recovery basis |

By-Law No. 2021-90
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.

By-Law No. 2021-90
Schedule "M"- Clay Bank Park

Community Garden

4' x 8' x 19" raised bed \$20.00 (inclusive of HST)

4' x 4' x 19" raised bed \$10.00 (Inclusive of HST)

Availability of raised beds will vary and may be limited to 1 bed per family