

THE CORPORATION OF LOYALIST TOWNSHIP

BY-LAW 2018-039

Being a By-law to Impose Fees or Charges on any Class of Persons For Services or Activities Provided to Them by The Corporation of Loyalist Township

WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, c. 25, Part XII, Section 391(1), authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided to them by the municipality;

WHEREAS the Municipal Act, 2001 S.O. 2001, as amended, c. 25, Part XII, Section 398(2) authorizes the treasurer of a local municipality to add fees and charges imposed by the municipality to the tax roll and to collect them in the same manner as municipal taxes;

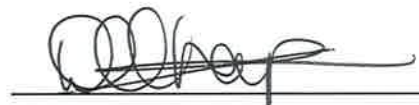
NOW THEREFORE the Council of the Corporation of Loyalist Township hereby enacts as follows:

1. That the fees outlined on Schedules 'A', 'B', 'C', 'D', 'E', and 'F' attached to this by-law, shall apply to all persons to whom the specified services or activities have been provided and shall be paid in full at the time the service is requested.
2. That any unpaid fees or charges may be added to the Tax Roll for any real property in the Township and shall be collected in like manner as municipal taxes.
3. That By-law 2017-05 and any other by-laws or portions thereof conflicting with this by-law are hereby repealed on the effective date of this by-law.
4. This by-law may be referred to as the "Miscellaneous Fees By-law".
5. This by-law shall come into force and take effect as of March 12, 2017.

ENACTED AND PASSED THIS 12TH DAY OF MARCH 2018.



MAYOR



CLERK

Administrative Department Services- Schedule 'A' Fee Description		
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "A"	2017	Proposed Fees 2018
Information Search and record preparation (not through MFIPPA) - Per Hour (first hour free)	\$75.00	
Vital Statistics		
Death Registration - death within municipality	\$25.00	
Death Registration - death outside municipality	\$30.00	
Stillbirth Registration	No Charge	
General Administration		
Requests to commission / witness / certify documents	\$10.00 - \$20.00	
Public use of office equipment:		
Photocopier - Per page - Minimum fee is \$2.00 plus HST	\$0.25	
Fax Machine - Fee plus .25 per page - Plus HST	\$5.00	
Plotter - Standard "D" sized drawing (6 sq.ft) - Plus HST (labour billed separately as in Development Agreements)	\$3.00	
Plotter - Per Square Foot - Plus HST	\$0.50	
Plotter printing (labour included) - Standard "D" sized Drawing (6 sq.ft.)	\$15.00	
Standard pre-printed map - Standard "D" sized Drawing (6 sq. ft)	\$10.50	
Standard pre-printed map - Per Square Foot	\$1.75	
Custom map production - Per Hour (Half Hour Minimum Charge)	\$50.00	
Rental of Council Chambers		
One full day (During regular office hours if sufficient parking available)	\$200.00	
One-half day (During regular office hours if sufficient parking available)	\$100.00	
Provincial Offences		
By-law 2015-042 - Safe Properties By-law: failure to comply with an order of non-compliance - Penalty provisions for offences indicated in section 4.4 of By-law	\$300.00	

Finance Service Department- Schedule 'B' Fee Description		
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "B"	2017	Proposed Fees 2018
Tax certificate	\$50.00	
Water and Sewer Certificate	\$25.00	
Duplicate copy of tax and utility bills	\$10.00	
Tax account history	\$8.00	\$10.00
Utility account history	\$8.00	\$10.00
Note: In the event the request for a duplicate copy of tax or utility bills or for tax or utility account histories is not made in person: Upon request, payment of Finance Department fees related to information provided on tax or water accounts may be made by addition of the fee to the account. Such addition to the account will be subject to applicable penalties and interest until paid.		
Utility administration charge - change of occupancy	\$25.00	
Information relating to the servicing status of a lot	\$25.00	
Refund of recreation related program fee	\$10.00	
Returned cheque fee	\$30.00	
Copy of Approved Budget including Budget Highlights (An electronic version is available on Township website - free of charge)	\$10.00	
Copy of audited Financial Statements (per Municipal Act, 2001 s. 295 1a) ii) - Electronic version also available on the Township website	No Charge	
Paper copy of property owner information from Municipal Connect	\$5.00	
Administrative Charges (Agreements and other recoveries - percentage of direct costs incurred. Billings based on established fees will not be subject to this administrative charge).	10%	
Information Search and record preparation (not through MFIPPA) - Per Hour (first hour free)	\$75.00	

Infrastructure Services Department- Schedule 'C' Fee Description		
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "C"	2017	Proposed Fees 2018
Information Search and record preparation (not through MFIPPA) - Per hour charge with first hour free	\$75.00	
Roads Department Staff Labour Rates - Per hour charge (for invoicing purposes)	\$45.00	
Utilities Department Staff Labour Rates - Per hour charge (for invoicing purposes)	\$50.00	
Vehicle Rates - Pick Up Truck (1/2 ton) - Per hour charge (for invoicing purposes)	\$35.00	
Vehicle Rates - Dump Truck - Single Axle - Per hour charge (for invoicing purposes)	\$70.00	
Vehicle Rates - Dump Truck - Double Axle - Per hour charge (for invoicing purposes)	\$100.00	
Vehicle Rates - Loader - Per hour charge (for invoicing purposes)	\$145.00	
Vehicle Rates - Backhoe - Per hour charge (for invoicing purposes)	\$65.00	
Transit		
Cash Fares		
Transit Fares - Cash - Adult		\$3.00
Transit Fares- Cash- Youth/Senior		\$3.00
Transit Fares - Cash - CNIB Cardholder		\$0.10
Multi-Ride		
6 Ride Card- Adult		\$15.00
6 Ride Card- Youth/Senior		\$12.00
Passes		
Commuter- 5 Consecutive weekdays		\$21.50
Weekly- 7 Consecutive Days- Adult		\$28.50
Weekly- 7 Consecutive Days- Youth/Senior		\$20.50
Monthly Commuter		\$65.50
Monthly Pass- Adult		\$76.00
Monthly Pass- Youth/Senior		\$56.50
Affordable Transit Pass-Adult		\$38.00
Affordable Transit Pass-Youth/Senior		\$28.25
Day Pass Single		\$8.00
Conference and Event Pass		\$8.50
Annual Pass-CNIB Holder		\$25.00
Smart Cards-reloadable		\$3.00 Initial & Replacement

Loyalist Township Fees and Charges By-law 2018- 039 Schedule "C"		
Effective January 1, 2017, on a 3 year trial bases, the following categories will apply to Kingston Transit Fares -Child Ages 14 and under ride for free - Youth Ages 15-24 - Adult Ages 25-64 - Senior Ages 65+ All transit fees listed exclusive of applicable taxes unless otherwise noted.		
Waste Management - By-law 2015-063		
Household garbage (Pay as you Throw) - Per Bag Tag	\$2.50	
Blue and Grey Recycling Replacement Bins (cost per bin) - First Blue and Grey Bins are free of charge	\$8.00	
Composters	\$37.00	
Rates for Disposal of Material at Township Landfill Sites		
All waste in a garbage container - 1 PAYT Bag Tag per container	\$2.50	
Oversized Garbage Container - 2 PAYT Bag Tags per container	\$5.00	
Weighed Material		
All waste (except tires) - Per metric tonne *Minimum charge \$15.00	\$125.00	
Small vehicle tires (up to 40 cm {16"} rim diameter) - Per tire	\$3.00	
Truck and Equipment tires (over 40 cm {16"} rim diameter) - Per tire	\$6.00	
Treated sewage sludge [Township facilities only] - Per metric tonne	\$20.00	
Amherst Island Waste Disposal Site		
In the event the scales are not operating or scales are not available the following fees will apply:		
Passenger Car Trunk - Per Load	\$7.50	
Loose Garbage - Equivalent to a Garbage Container - Accepted at the discretion of the site operator - 1 PAYT Bag Tag	\$2.50	
Other loose garbage e.g. roll of carpet etc. - 2 PAYT Bag Tags	\$5.00	
Half-Ton truck or van - Per Load	\$35.00	
Compacted Waste - Per Metric Tonne	\$44.00	
White Goods (e.g. appliances) - Per item	\$20.00	
Large items including furnaces, water heaters, water tanks, empty fuel tanks, large TV's, sofas, beds, box springs, mattresses, arm chairs, large gas barbeques - Per each item	\$10.00	
Note: There is no minimum fee charged for residents using a qualifying Free Large Item Disposal Opportunity (FLIDO)		
Scrap Metal - Per Half Ton Truck Load	\$20.00	
Scrap Metal - Per Load - Dump Truck - Single Axle	\$125.00	
Scrap Metal - Per Load - Dump Truck - Double Axle	\$250.00	
Note: Scrap Metal includes old metal fencing [all fence posts must be removed and fencing must be either cut into 1.22 meter (4 feet) pieces and bundled and tied or rolled compactly and tied])		
Amherst Island Ferry Rates		
Bulk Tickets – 25 ticket package	\$100.00	

Loyalist Township Fees and Charges By-law 2018- 039 Schedule "C"		
Note: One Ticket entitles a driver to one round trip passage for a Car, Truck (under 1 ton), Van, Farm Tractor or Small School Bus. Two Tickets entitle a driver to one round trip passage for RV or car with trailer, large vehicles requiring up to two vehicle spaces, large school bus. Three Tickets entitle a driver to one round trip passage for Large vehicles and trailers requiring more than two vehicle spaces.		
Individual Rate Tickets - Car, truck (under 1 ton, Van, Farm Tractor or Small School Bus - One Round Trip Passage	\$9.00	
Individual Rate Tickets - RV or car with trailer, large vehicles requiring up to two vehicle spaces, large school bus - One Round Trip Passage	\$18.00	
Individual Rate Tickets - Large vehicles and trailers or equipment requiring more than two vehicle spaces - One Round Trip Passage	\$27.00	
Individual Rate Tickets - Motorcycle - One Round Trip Passage	\$2.00	
Individual Rate Tickets - Bicycle - One Round Trip Passage	\$1.50	
An administration charge (for costs incurred to prepare an invoice) will be added to the fare for any motorist with insufficient funds to pay fare.	\$20.00	
Fees Related to Highways Under Loyalist Township Jurisdiction		
Encroachment By-law - By-law 2002-43		
Encroachment Permit - Application Fee	\$200.00	
Encroachment Permit - Application Fee for Private Utility (e.g. waterline to a well)	\$50.00	
Encroachment Permit - Annual Fee - Payable in Advance for Term of Encroachment	\$25.00	
Encroachment Permit - Annual Fee for Private Utility (e.g. waterline to a well) - Payable in Advance for Term of Encroachment	\$1.00	
Excavation By-law 2012-10		
Excavation Permit - plus actual inspection costs	\$200.00	
Entrance Permit - By-law 98-77		
Entrance Permit - Per 6 metre culvert	\$1,700.00	
Entrance Permit - In excess of 6 metres additional charge per metre	\$100.00	
Driveway Entrance Permit - plus actual inspection costs	\$25.00	
Inspection Fee	\$25.00	
Damage Deposit - By 98-77		
Refundable Deposit	\$1,000.00	
Fees Related to Septage Receiving Station		
Disposal of Hauled Septage - Tipping Fee Per Cubic Metre	\$10.00	
Compensation Rates - Road Widening - Compensation to a property owner for land required for road allowance widening shall be paid in accordance to the current rates stipulated by the County of Lennox and Addington By-law for Land Acquisition, Compensation and Road Allowance Fence Procedures		

Planning and Development Services Department - Schedule 'D' Fee Description		
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "D"	2017	Proposed Fees 2018
Information Search and record preparation (not through MFIPPA) - Per Hour (first hour free)	\$75.00	
Subdivision Compliance letters (By-law 2005-110 as amended by By-laws 2007-94 and 2008-13	\$75.00	
Copies of Zoning By-law - Plus HST	\$25.00	
Copies of Official Plan - Plus HST	\$25.00	
Building Department		
Information Search and record preparation (not through MFIPPA) - Per Hour (first hour free)	\$75.00	
Building and Zoning compliance letters (By-law 2005-110 as amended by By-laws 2007-94 and 2008-13	\$75.00	
Renewable Energy Projects		
Review of Background Studies and the completion of Municipal Consultation Form (Fees to be paid at time of application)		
Projects greater than 12 KW and up to and including 500 KW	\$150.00	
Projects greater than 500 KW and up to an including 1 MW	\$1,000.00	
Projects greater than 1 MW - Plus \$100 per MW over 10	\$5,000.00	
Where the Township requires peer review of any study that accompanies a municipal consultation form and circulation under Section 16 of Ontario Regulation 359/09, the proponent shall reimburse to the Township the consultant's actual invoiced expenses to review the study and provide comments to the municipality.		
Request for Municipal support resolution for Feed-In-Tariff (FIT) projects 10 to 500 KW NOTE: This fee is the cost of processing this request and places Council under no obligation to approve this request	\$200.00	
Request for Municipal support resolution for Large Renewable Procurement NOTE: This fee is the cost of processing this request and places Council under no obligation to approve this request	\$750.00	
Renewable Energy Projects - Feed-in Tariff Program (FIT)		
Planner's Opinion Review	\$75.00	

Emergency Services Department- Schedule 'E' Fee Description		
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "E"	2017	Proposed Fees 2018
Fees for Special Activities by the Fire Department		
Written request for file search	\$75.00	
Request for Inspection plus Written Report - Residential solid fuel burning appliances	\$75.00	
Request for Inspection plus Written Report - Group Homes	\$100.00	
Request for Inspection plus Written Report - Special Care Facilities	\$150.00	
Supra Lock Box - supplied by FD - Installed by owner	NEW	\$125.00
Filling Air Cylinders - Per cylinder	\$10.00	\$12.00
Training Centre fees - Per Fire Fighter per day, Minimum of 10 Fire Fighters	\$110.00	
Emergency response(s) to accidents on Provincial, County or Township Highways for the first hour or any part thereof	\$459.45	\$465.42
Emergency response(s) to accidents on Provincial, County or Township Highways for each additional half hour or any part thereof	\$229.73	\$237.71
Fees to administer Open Air Burning Bylaw 2015-050	\$150.00	
Person(s) setting fires for the purpose of burning grass, brush, rubbish or other such material, or burning in barrels or drums may be charged when required to respond and extinguish such fires - Per Hour, Per Vehicle - Plus current hourly wage of firefighters	\$459.45	\$465.42
Response(s) to excessive false alarms due to faulty or malfunctioning fire equipment	\$300.00	
Inspection of commercial/industrial properties, nursing homes/retirement homes, apartment complexes - Per Hour	\$60.00	
Discharge of Fire Works		
Discharging family fireworks contrary to the by-law	\$75.00	
Discharging family fireworks when a burning ban in effect	\$75.00	
Discharging display fireworks contrary to the by-law	\$200.00	
Discharging display fireworks contrary to the display permit	\$200.00	
Fire Station Facilities - Rental Rates		
Amherstview, Bath & Amherst Island Fire Station functions (includes HST)	\$238.77	
Meeting (per hour to a maximum of 3 hours) - Includes HST	\$23.05	
Firefighter on Standby if req'd (per hour)	\$31.64	
Clean up - Includes HST	\$96.05	
Refundable Deposit (no HST)	\$100.00	

Recreation Services Department- Schedule 'F' Fee		
Description	2017	Proposed Fees 2018
Loyalist Township Fees and Charges By-law 2018- 039 Schedule "F"		
Information Search and record preparation (not through MFIPPA) - Per Hour (first hour free)	\$75.00	
Loyalist Township Facility 2018 User Rates (Effective May 1, 2018 unless otherwise indicated)		
Swim/Skate Memberships - 12 Months - Include HST		
Family	\$315.15	\$321.46
Adult	\$167.80	\$170.42
Youth	\$96.81	\$98.74
Senior	\$113.35	\$115.62
Swim/Skate Memberships - 6 Months - Include HST		
Family	\$174.67	\$178.17
Adult	\$102.52	\$104.56
Youth	\$58.82	\$59.99
Senior	\$76.52	\$78.05
Swim/Skate Memberships - 3 Months - Include HST		
Family	\$123.41	\$125.88
Adult	\$66.42	\$67.75
Youth	\$37.99	\$38.75
Senior	\$42.51	\$43.36
Public Swim and Skate Admissions - Individual Tickets		
Family	\$7.75	
Adult	\$4.00	
Youth	\$2.50	
Seniors	\$3.00	
Toonie Swims & Skates	\$2.00	
Parent & Tot Swim	\$3.25	\$3.50
Parent & Tot Skate	\$3.50	
Group Swims	\$2.50	\$2.50
Shinny Hockey - Adult	\$6.75	\$6.75
Shinny Hockey - Youth	4.00 NEW	
Swim/Skate Tickets - 12 Tickets		
Family	\$79.59	\$81.18
Adult	\$42.45	\$43.30
Youth	\$26.53	\$27.05
Senior	\$31.84	\$32.48
Aqua fit Tickets - Per Visit	\$7.50	
Aqua fit Tickets - 10 Tickets	\$61.59	\$62.82
Swim Instruction Fees - Children's Lessons (Effective April 1, 2018)		
1/2 hour (9 Lessons)	\$67.00	\$68.00
3/4 hour (9 Lessons)	\$73.00	\$74.00
1 hour (9 Lessons)	\$79.00	\$82.00
Private Lessons (Effective April 1, 2018)		
1/2 hour - (9 Lessons)	\$203.00	\$208.00
Semi Private Lessons (Effective April 1, 2018)		
1/2 hour - (9 Lessons)	\$131.00	\$135.00
Advanced Aquatics (Effective April 1, 2016)		
Bronze Star	\$103.00	\$105.00
Bronze Medallion, Emergency First Aid	\$144.00	\$147.00
Bronze Cross, Standard First Aid	\$151.00	\$154.00
Assistant Instructors	\$151.00	\$154.00
National Lifeguard Service (NLS)	\$254.00	\$260.00
Instructors	\$385.00	\$400.00
Recertification (NLS, Red Cross Instructor, Lifesaving First Aid)	\$74.00	\$75.00

Loyalist Township Fees and Charges By-law 2018- 039 Schedule "F"		
Adult Lessons (Effective April 1, 2018)		
9 week session	\$90.00	\$92.00
Adult Swim Precision	\$135.00	\$138.00
POOL RENTALS		
0-50 people (per hour charge)	\$125.76	\$128.27
Additional Guards (per hour charge)	\$22.99	\$23.44
Each Instructor (per hour charge)	\$27.13	\$27.66
Schools - Out of Township (per hour charge)	\$93.94	\$95.83
Ernestown Barracuda Swim Club-EBSC (per hour charge)	\$52.79	\$53.84
ARENA		
Zamboni Surcharge	\$3.72	\$3.79
Summer Ice - Adults (Prime)	\$235.47	\$240.18
Summer Ice - Youth (Prime)	\$192.20	\$196.05
Winter Ice - Adults (Non-Prime)	\$166.97	\$170.31
Winter Ice - Adults (Prime)	\$231.57	\$236.20
Winter Ice - Youth (Non-Prime)	\$125.54	\$128.05
Winter Ice - Youth (Prime)	\$168.21	\$171.58
Morning ice (weekdays 6am-12 noon)	\$103.52	\$105.59
Non-Prime Time - Mon - Fri 12 noon - 4:50 pm; 11:00pm-11:50pm; Sat 6 am - 7:50 am; 7:00pm - 11:50 pm; Sun 6 am - 7:50 am; 10pm - 11:50 pm (excluding summer ice)		
Prime Time - Mon - Fri 5 pm - 10:50 pm; Sat 8:00 am - 6:50 pm; Sun 8:00am - 9:50 pm; (excluding summer ice)		
Arena Floor (per hour)	negotiated	negotiated
Arena Floor (per day)	negotiated	negotiated
Sports groups/non profit rate and Sk8ter Park Rental	\$52.40	\$53.45
Recreation Centre		
Upper Hall Rentals for Special Occasion Permits per day	\$93.57	\$95.45
Lower meeting room - private rental per hour	\$18.72	\$19.10
Community Facilities		
Amherstview Community Hall - Functions	\$258.46	\$263.62
Amherstview Community Hall - Meetings (per hour to a maximum of 3 hours)	\$24.46	\$24.95
Amherstview Community Hall - Clean Up	\$103.97	\$106.05
Amherstview Community Hall - Refundable Deposit	\$100.00	
Lennox & Addington Resources for Children (per booking)	\$18.46	\$18.82
Loyalist residents public reception (25,30,35,40,45) anniversaries	\$119.92	\$122.31
Loyalist residents public reception (50,60,70) anniversaries	n/c	
Finkles Shore Gazebo Rental - Per hour	\$24.46	\$24.95
Soccer Pitches/Softball Diamonds - Odessa Centennial, Kilminster, J Eart Burt, Bath - Per hour rates		
Adult - 8am - 8pm	\$13.19	\$13.45
Adult - 8pm - 11pm	\$28.23	\$28.79
Youth - 8am - 8pm	\$5.31	\$5.42
Youth - 8pm - 11pm	\$13.74	\$14.02
WPSF & WJHC - Adult - 8am - 8pm	\$17.00	\$17.35
WPSF & WJHC - Adult - 8pm - 11pm	\$32.04	\$32.69
WPSF & WJHC - Youth - 8am - 8pm	\$9.13	\$9.31
WPSF & WJHC - Youth - 8pm - 11pm	\$17.57	\$17.92
Programs		
Program fees are calculated based on cost, including instructor, material & supplies, advertising, facility rental, and number of participants.		
Duplicate Receipts for Programs (previous and current year only)	no charge	