

# THE CORPORATION OF LOYALIST TOWNSHIP

## BY-LAW 2011-110

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

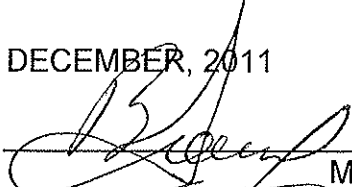
**WHEREAS** the Municipal Act, 2001, S.O. 2001, as amended, c. 25, Part XII, Section 391(1), authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided to them by the municipality;


**AND 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 Schedule 'A', 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 shall 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 That By-law 2011-064 and any other by-laws or portions thereof conflicting with this by-law are hereby repealed.
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 on the date of its passing.

ENACTED AND PASSED THIS 12TH DAY OF DECEMBER, 2011

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK

**Miscellaneous Fees****ADMINISTRATIVE SERVICES' DEPARTMENT****Fees**

Information Search and record preparation (not through MFIPPA) first hour free \$ 75.00 /hour

**Vital Statistics Fees**

Death Registration - death within municipality \$ 25.00  
 Death Registration - death outside municipality \$ 30.00  
 Stillbirth Registration No charge

**General Administration Fees**

Requests to commission / witness / certify documents \$ 10.00 - 20.00

d) The following fees apply to the public use of office equipment:

- |                                                                    |                                                                            |
|--------------------------------------------------------------------|----------------------------------------------------------------------------|
| a. Photocopier                                                     | \$ .25 per page, \$2.00 minimum fee + GST & PST                            |
| b. Fax machine                                                     | \$ 5.00 plus \$.25 per page + GST only                                     |
| c. Plotter (labour billed separately as in Development Agreements) | \$ .50/sq.ft \$3.00 for a standard "D" sized drawing (6 sq.ft.) + GST/ PST |
| d. Plotter printing (labour included)                              | \$ 15.00 for a standard "D" sized drawing (6 sq. ft.)                      |
| e. Standard pre-printed map                                        | \$1.75/sq.ft \$10.50 for a standard "D" sized drawing (6 sq.ft)            |
| f. Custom map production                                           | \$50/hour 1/2 hr. minimum                                                  |

**Rental of Council Chambers**

(During regular office hours and if sufficient parking available)

One full day \$200.00  
 One-half day \$100.00

**FINANCE DEPARTMENT FEES**

a) Tax certificate	\$	50.00
b) Duplicate copy of tax and utility bills	\$	10.00
c) Tax account history	\$	7.00
d) Utility account history	\$	7.00

Note: In the event the request for a duplicate copy of tax or utility bills or for tax or utility account histories (a - d above) 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.

e) Utility administration charge - change of occupancy	\$	25.00
f) Information relating to the servicing status of a lot	\$	25.00
g) Refund of recreation related program fee	\$	10.00
h) Returned cheque fee	\$	25.00
i) Copy of Approved Budget including Budget Highlights - electronic version of highlights available on Township Web-site	\$	10.00
j) Copy of audited Financial Statements (per <i>Municipal Act, 2001 s. 295 1a) ii</i> ) - electronic version available on Township Web-site		to be provided at no cost no charge
k) Paper copy of property owner information from Municipal Connect	\$	5.00
l) Administrative Charges (Agreements and other recoveries - percentage of direct costs incurred. Billings based on established fees will not be subject to this administrative charge).	7%	
m) Information Search and record preparation (not through MFIPPA) first hour free	\$	75.00 /hour

**ENGINEERING SERVICES DEPARTMENT FEES**

Information Search and record preparation (not through MFIPPA) first hour free	\$	75.00 /hour
Roads Department Staff Labour Rates (per hour) for invoicing purposes:	\$	40.00
<u>Vehicle Rates</u> (per hour cost) for invoicing purposes:		
1/2 ton pickup	\$	20.00
Dump Truck:		
single axle	\$	50.00
double axle	\$	65.00
loader	\$	120.00
backhoe	\$	55.00

**Cash Fare**

Adult	\$	2.50
Student/Senior	\$	2.25
Senior (65 + over)	\$	2.25

**Tickets (10)**

Adult	\$	21.50
Student	\$	16.25
Senior (65 + over)	\$	16.25

**Monthly Pass**

Adult	\$	68.25
Student	\$	50.50
Senior (65 + over)	\$	46.25

**WASTE MANAGEMENT****Fees**

By-law #2002-54 as amended by #2009-8 Household garbage (Pay as you Throw)	\$	2.00 per tag (10 tag minimum)
Blue and Grey Recycling bins (first bin free) replacement bin	\$	8.00 each

**Rates for Disposal of Material at Township Landfill Sites**

1. All waste in a garbage container	1 PAYT Bag Tag per garbage container
2. Oversized Garbage Container	2 PAYT Bag Tags per garbage container

**Weighted Material**

1. All waste, except tires	\$	105.00 per metric tonne
2. Small vehicle tires (up to 40 cm {16"} rim diameter)	\$	3.00 per each tire
3. Truck and Equipment tires (over 40 cm {16"} rim diameter)	\$	6.00 per each tire
4. Treated sewage sludge [Township facilities only]	\$	20.00 per metric tonne

In the event the scales are not operating or scales are not available (Amherst Island) the following fees will apply:

1. Passenger Car Trunk Load	\$	7.50 per load
2. At the discretion of the site operator an amount of loose garbage equivalent to a garbage container will be accepted	1 PAYT Bag Tag	
3. Other loose garbage e.g. roll of carpet etc.	2 PAYT Bag Tags	
4. Half-Ton truck or van	\$	35.00 per load
5. Compacted Waste	\$	44.00 per metric tonne
6. WHITE GOODS; appliances	\$	20.00 per each item
7. All large items including furnaces, water heaters, water tanks, empty fuel tanks, large TV's, sofas, beds, box springs, mattresses, arm chairs, large gas barbeques	\$	10.00 per each item
8. Scrap Metal including 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]	\$	20.00 per half ton truck load
	\$	125.00 per load-dump truck single axle
	\$	250.00 per load-dump truck double axle

**FERRY RATES FOR THE AMHERST ISLAND FERRY****Fees  
Individual Fares****Passage for:****Bulk Tickets – 30 ticket package**

(25 ticket pkg.) \$100.00

One ticket entitles a driver to one round trip passage for:

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 Rates – Entitle driver to one round trip passage for:**

Car, truck (under 1 ton), van, farm tractor or small school bus	\$9.00
RV or car with trailer, large vehicles requiring up to two vehicle spaces, large school bus	\$18.00
Large vehicles and trailers or equipment requiring more than two vehicle spaces	\$27.00
Motorcycle	\$2.00
Bicycle	\$1.50

An administration charge of \$20.00 to be added to the fare for any motorist with insufficient funds to pay fare. The administration charge is required to cover costs incurred to prepare an invoice.

**FEES RELATED TO HIGHWAYS UNDER LOYALIST TOWNSHIP JURISDICTION****Encroachment By-law – By-law 2002-43****Encroachment Permits:**

an application fee payable to the municipality, of One Hundred Dollars (\$100.00) and an annual fee of Twenty-five Dollars (\$25.00) per annum, payable in advance for the term of the

encroachment; except in the case of a private utility such as a waterline to a well in which case an application fee of Twenty-five Dollars (\$25.00) with a per annum charge of One Dollar (\$1.00) payable in advance, to the municipality, for the term of the encroachment.

**Excavation By-law 2001-53****Excavation Permit**

\$ 25.00 plus actual inspection costs

**Entrance Permit – By-law 98-77 (fees amended by this by-law)****Driveway Entrance Permit****Inspection Fee**

\$1,700 per 6 metre culvert and for installations requiring in excess of 6.0 m of pipe the additional fee will be \$100 for each metre of pipe in excess of 6 metres  
\$ 25.00 plus actual inspection costs  
\$25.00

**Damage Deposit:****By-law 98-77**

Deposit \$1,000 (refundable)

**Fees Related to Septage Receiving Station****Tipping fee for disposal of hauled septage**

\$10.00 per cubic metre

**PLANNING AND DEVELOPMENT SERVICES FEES**

Information Search and record preparation (not through MFIPPA) first hour free	\$	75.00 /hour
Subdivision Compliance letters (By-law 2005-110 as amended by By-laws 2007-94 and 2008-13)	\$	75.00
Copies of Zoning By-law	\$	25.00 plus HST
Copies of Official Plan	\$	25.00 plus HST

**BUILDING DEPARTMENT**

Information Search and record preparation (not through MFIPPA) 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

**FIRE DEPARTMENT FEES****Fees for Special Activities by the Fire Department**

	<u>Fees</u>
(a) Written request for file search	\$ 50.00
(b) Request for inspection plus written report	
Residential solid fuel burning appliances	\$ 75.00
Special Care Facilities	\$ 150.00
(c) Request for Occupancy Permit	
Inspection - this applies to new construction where the builder has already paid a permit fee through the Building Department	N/C
(d) Filling Air Cylinders (per cylinder)	\$ 9.00
(e) Tower Training - minimum 10 persons/ day	\$ 60/person
(f) Emergency response(s) to accidents on Provincial, County or Township highways, for the first hour or any part thereof (per unit)	\$ 410.00
For each additional half hour or any part thereof	\$ 205.00
(g) Fees to administer Open Air Burning Bylaw 2009-36	\$ 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	\$ 410.00
Plus current hourly wage of firefighters	
(h) Replacement of civic address signs (per sign)	\$ 75.00
(i) Response(s) to excessive false alarms due to faulty or malfunctioning fire equipment	\$ 300.00
(j) Inspection of commercial/industrial properties, nursing homes/retirement homes, apartment complexes Per hour	\$ 40.00

**RECREATION DEPARTMENT USER FEES**

Information Search and record preparation (not through MFIPPA) first hour free	\$ 75.00 /hour
Loyalist Township Facility User Rates	

**2012 Fees (effective May 1, 2012) Unless Otherwise Indicated**

<u>Swim Memberships</u>	Proposed	Surcharge	<u>Total with</u>
<u>12 months</u>	2012	if applicable	13% HST
<b>Family</b>	<b>\$252.61</b>		<b>\$285.45</b>
Adult	\$ 133.92	\$	151.33
Youth	\$ 77.60	\$	87.69
Senior	\$ 90.85	\$	102.66
<b>6 Months</b>	<b>\$140.00</b>		<b>\$158.20</b>
Adult	\$ 82.17	\$	92.85
Youth	\$ 47.15	\$	53.28
Senior	\$ 61.33	\$	69.30
<b>3 Months</b>	<b>\$98.91</b>		<b>\$111.77</b>
Adult	\$ 53.24	\$	60.16
Youth	\$ 30.45	\$	34.41
Senior	\$ 34.07	\$	38.50
<b>Public Swim &amp; Skate Admissions</b>	<b>\$6.64</b>		<b>\$ 7.50</b>
Adult	\$ 3.54	\$	4.00
Youth	\$ 2.21	\$	2.50
Seniors	\$ 2.65	\$	3.00
Loonie Swims & Skates	\$0.88	\$	1.00
<b>Parent &amp; Tot Swim</b>	<b>\$2.65</b>		<b>\$ 3.00</b>
Parent & Tot Skate	\$3.10	\$	3.50
Groups Swims	\$ 1.99	\$	2.25
Shinny hockey	\$5.31	\$	6.00
<b>Swim/Skate Tickets (12)</b>			
Family	\$ 66.37	\$	75.00
Adult	\$35.40	\$	40.00
<b>Youth</b>	<b>\$22.12</b>		<b>\$ 25.00</b>
Senior	\$ 26.55	\$	30.00
<b>Aquafit Tickets</b>			
Per Visit	\$ 6.19	\$	7.00
10 tickets	\$ 49.92	\$	56.41
20 tickets	\$ 94.65	\$	106.95
30 tickets	\$ 133.13	\$	150.44

Swim Instruction Fees - Children's Lessons - Effective April 1, 2012

1/2 hour	\$	60.00	\$	60.00
3/4 hour	\$	66.00	\$	66.00
1 hour	\$	72.00	\$	72.00

## Private Lessons - 1/2 hour - Effective April 1, 2012

9 Lessons	\$	\$184.11	\$	184.11
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## Semi Private Lessons - 1/2 hour - Effective April 1, 2012

9 Lessons	\$	118.45	\$	118.45
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## Advanced Aquatics - Effective April 1, 2012

Bronze Star	\$	82.73	\$	82.73
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Bronze Medallion, Emergency First Aid	\$	115.77	\$	115.77
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Bronze Cross, Standard First Aid	\$	121.35	\$	137.13
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Assistant Instructors	\$	\$121.35	\$	137.13
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National Lifeguard Service (NLS) \$204.08 \$230.61

Instructors	\$	234.42	\$	264.89
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Recertification (NLS, Red Cross Jr)	\$	59.29	\$	67.00
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## Adult Lessons - Effective April 1, 2012

9 Week Session	\$	\$69.05	\$	78.03
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## Pool Rentals (per hour)

0-20 people	\$	100.79	\$	113.89
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Additional Guards	\$	18.42	\$	20.82
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Each Instructor	\$	21.74	\$	24.56
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Schools (Out of Township)	\$	\$75.29	\$	85.07
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<u>EBSC</u>	\$	\$42.31	\$	47.81
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## Summer Ice (plus Zamboni surcharge)

<u>Adults (prime)</u>	\$	185.75	\$	3.25	\$	<u>\$213.57</u>
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Youth (prime)	\$	151.08	\$	3.25	\$	174.39
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## Winter ice (plus Zamboni surcharge)

<u>Adults (Non-prime)</u>	\$	130.85	\$	3.25	\$	<u>\$151.53</u>
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Adults (Prime)	\$	182.63	\$	3.25	\$	210.05
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Youth (Non-prime)	\$	97.65	\$	3.25	\$	114.02
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Youth (Prime)	\$	131.85	\$	3.25	\$	152.66
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Morning ice (weekdays 6am-12 no	\$	\$80.00	\$	3.25	\$	94.07
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Arena Floor (per hour)	\$	75.20	\$	84.98
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Arena Floor (per day)	\$	664.87	\$	751.30
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Sports groups/non profit rate	\$	42.00	\$	47.46
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## Recreation Centre

Upper Hall Rentals for Special Occasion Permits per day	effective Jan 1 2012			
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75	9.75	\$	84.75
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Lower meeting room - private rental per hour effective January 1, 2012

\$	15.00	1.95	\$	16.95
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## Amherstview Community Hall

Functions	\$	207.16	26.93	\$	234.10
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Meeting (per hour to a maximum of 3 hours)	\$	20.00	2.6	\$	22.60
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Clean Up	\$	60.75	\$	67.30
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Refundable Deposit	\$	100.00	\$	100.00
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Lennox & Addington Resources for Children (per booking)	\$	\$14.79	\$	16.71
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Finkle Shores Gazebo Rental	\$	35.40	\$	40.00
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## Softball Diamonds/Soccer Pitches

Per Diamond Rates Hourly

Adult - 8am - 8pm	\$	\$10.57	\$	\$11.95
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Adult - 8pm - 11pm	\$	22.63	\$	25.57
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Youth - 8am - 8pm	\$	4.25	\$	4.80
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Youth - 8pm - 11pm	\$	11.02	\$	12.45
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WPSF & WJHC - Adult - 8am - 8p	\$	13.63	\$	15.40
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WPSF & WJHC - Adult - 8pm - 11	\$	25.69	\$	29.03
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WPSF & WJHC - Youth - 8am - 8p	\$	7.31	\$	8.26
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WPSF & WJHC - Youth - 8pm - 11	\$	14.08	\$	15.91
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## 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)	\$	5.00	\$	5.65
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