

# Corporation of the Town of Lakeshore

## By-law Number 15-2019

### To Prescribe a Tariff of Fees for The Corporation of the Town of Lakeshore

**Whereas**, Section 391 of the Municipal Act, 2001 S.O. 2001 as amended, allows municipalities to pass By-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

**And Whereas** The Municipal Act, 2001 S.O. 2001 grants a municipality power to pass By-laws that impose specific fees for licensing, services, permits and other reasons;

**And Whereas** Section 7 of the The Building Code Act, 1992 S.O. 1992 authorizes the Council of a municipality to pass By-laws requiring the payment of fees on application for and the issuance of permits and prescribing the amounts thereof;

**And Whereas** Section 69 of The Planning Act, R.S.O. 1990, as amended, grants the Council of a municipality, by By-law, and a planning board, by resolution, authority to establish a tariff of fees for the processing of applications made in respect of planning matters;

**And Whereas** Section 446(1) of the Municipal Act, 2001 S.O. 2001 authorizes the municipality under this or any other Act or under By-law under this or any other Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

**And Whereas**, it is now desirous to prescribe a Tariff of Fees for the Corporation of the Town of Lakeshore:

**Now therefore, the Council of The Corporation of the Town of Lakeshore enacts as follows:**

1. This By-law may be cited as the Town of Lakeshore "Tariff of Fees By-law".
2. Schedules 'A'-'K' to this By-law are hereby adopted as prescribing the fees/charges assessed by the Corporation of the Town of Lakeshore, subject to Consumer Price Index (CPI) adjustments under item 5, and shall be in effect from January 1, 2019, except as stated otherwise.
3. Any person who makes an application to, or a request for services of, or enters into an agreement with, or obtains an approval from, the Town, in respect of things or matters set out in this By-law, shall pay to the Treasurer the applicable administrative fees or charges set out in the Schedules to this By-law unless otherwise provided for in this By-law, and such administrative fees and charges are not refundable, unless otherwise provided for in this By-law, and are payable upon the person making such application or requiring services or entering into such agreement or obtaining such approval.
4. Any fees or charges imposed under this By-law constitute a debt of the person to the Town and may be added by the Treasurer, together with interest, to the tax roll for any real property in the municipality all of the owners of which are responsible for paying such administrative fees and charges to be collected in a like manner as municipal taxes.
5. The fees in Schedules A through J shall be adjusted annually, without amendment to this By-law, on the 1<sup>st</sup> of January, except for Schedule C and Schedule I rates which are effective the 1<sup>st</sup> of April, in accordance with the applied year over year change in the Consumer Price Index (CPI).

Fees, including indexing adjustments, may then be rounded up, as follows:

- a. Fees less than \$1 per unit rounded up to the nearest \$0.01 (one cent);
- b. Fees greater than \$1 and up to \$5 per unit rounded up to the nearest \$0.05 (five cents)
- c. Fees greater than \$5 per unit rounded up to the nearest \$1.00 (one dollar);

All fees will be charged plus applicable taxes, unless otherwise noted.

6. The user deposit amounts in various schedules and the user rates for water and wastewater (Schedule K), of this By-law are not subject to annual CPI indexing; but are as established under this By-law and as amended through Council approval from time to time.
7. Should any section, subsection, clause or provision of this By-law or its Schedules be declared by a court of competent jurisdiction to be invalid, the said section, subsection, clause or provision shall not affect the validity of this By-law or its Schedules as a whole or any part thereof, other than the part so declared to be invalid.
8. All previous By-laws concerning the fees detailed in Schedules A through K passed by the Town of Lakeshore are hereby repealed.

**Read a First, Second and Third time and Finally Passed this 5<sup>th</sup> Day of February 2019.**

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**Tom Bain  
Mayor**

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**Kristen Newman  
Clerk**

**By-law Number 15-2019  
Schedule A**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Building Services</b>	
<b>Construction - New</b>	
New Residential – per square foot of living area	\$1.04
Modular Homes/Relocated Dwellings – per square foot	\$0.40
New Non-Residential (including Mezzanines) – per square ft	\$0.77
Greenhouses– per square foot	\$0.02
Greenhouse related Structures – per square foot	\$0.29
<b>Construction - Addition or Renovations</b>	
Permit fees for all other construction not shown will be calculated <b>per thousand dollars of the construction cost.</b> The construction cost will be reflective of labour and materials and will be as determined by the Chief Building Official where a valuation is not provided in this schedule.	\$11.92
Detached Garage/Shed – per square foot	\$0.23
Pole Barn – per square foot (Agricultural Use)	\$0.16
Construction– Residential Application Fee Deposit (minimum)	\$1,000.00
<b>Flat Fees</b>	
Inspection fee – no show and/or not ready for inspection	\$54.00
Minimum Building Permit fee	\$98.00
Fence Permit	\$59.00
Application for variance to Fence By-law	\$460.00
Application for variance to Noise By-law	\$460.00
Application for variance to Sign By-law	\$460.00
Swimming Pool Permit – Above Ground	\$59.00
Swimming Pool Permit – In-Ground	\$117.00
Sign Permit	\$76.00
Plumbing Permit – per washroom	\$98.00
Driveway Approach	\$172.00
Demolition Permit	\$98.00
Deck Permit ( <b>Minimum</b> )	\$142.00
Solar Panel Permit - per panel rate ( <b>max. \$605; min. \$90</b> )	\$12.00
Lawyer letters – per property inquiry	\$75.00
Review for purposes of liquor licence	\$100.00
All 911 Address Signs and Posts	Actual cost
All 911 Address Signs Only	Actual cost
911 Sign for undeveloped properties	\$86.00
Wind Turbines with an output over 1.5 megawatts, per turbine	\$11,684.00
<b>Indemnity Deposits</b>	
New Construction Indemnity Deposit – refundable up to 3 years from issuance of permit.	
Residential - Within a Plan of Subdivision	\$3,000.00
Residential - Outside a Plan of Subdivision	\$1,000.00
Non Residential	\$2,000.00
Site Plan Control Agreement Required	\$5,000.00
Swimming Pool - NEW	\$250.00
Detached garage/Shed - NEW	\$250.00
All Other Construction not listed - NEW	\$500.00
Demolition Permit Indemnity Deposit – refundable up to 3 years from issuance of permit.	\$750.00
<b>Part 8 (O.B.C.) Program</b>	
Permit - Class 4 – Septic New or Replacement System	\$825.00
Permit – Class Tertiary System	\$949.00
Permit – Class 4 – Tank Replacement only	\$329.00
Class 5 – Holding Tank	\$825.00

**By-law Number 15-2019  
Schedule A**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Building Services</b>	
<b>Parkland Dedication Fees</b>	
Residential lot in urban area	\$1,200.00
Residential lot in rural area	\$600.00
Non residential lot	2% of appraised value
<b>Fill Permit</b>	
1.5 to 2 acres (fee plus \$2,500 deposit)	\$119.00
2 to 4 acres (fee plus \$5,500 deposit)	\$119.00
4 to 5 acres (fee plus \$7,500 deposit)	\$119.00
Over 5 acres (fee plus deposit of \$7,500 plus \$2,500 per acre over 5 )	\$119.00
<b>Refund Policy*</b>	
Application filed, no work done (Minimum Administrative Fee*)	\$29.00
Application filed, preliminary review of plans performed	80%
Application filed, plans reviewed and permit issued	75%
Additional deduction for each field inspection performed	5%
Permits valued at less than \$100	0%
*refund applied to balance after minimum fee deducted	
<b>Property Standards</b>	
Property Standards Order	actual cost plus 20% admin fee
Yard Maintenance Order	actual cost plus 20% admin fee
Changes to Permits Already Issued	\$150.00
Building Permit Fees (building, plumbing & septic) will be charged at twice the applicable rate if any work requiring a permit is commenced prior to receiving a Building Permit.	

**By-law Number 15-2019  
Schedule B**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Planning and Development Services</b>			
<b>Description</b>	<b>Minimum Deposit to Accompany Application</b>	<b>Fee (Non ReFundable) plus actual costs</b>	<b>Flat Fee</b>
<b>Official Plan amendments</b>			
Major (see below)	\$5,000.00	\$2,314.00	
Minor (see below)	\$3,500.00	\$1,735.00	
<b>Zoning By-law amendments</b>			
Major (see below)	\$4,500.00	\$2,314.00	
Minor (see below)	\$3,500.00	\$1,735.00	
Temporary Use By-law	\$3,500.00	\$1,735.00	
By-law to extend the time limit for a Temporary Use			\$579.00
Combined Official Plan Amendment and Zoning By-law Amendment	\$6,000.00	\$3,125.00	
"H" Removal By-law			\$1,388.00
Deeming By-law			\$1,158.00
<b>Site Plan Approval – Minor</b>			
Site Plan Approval - Minor	\$3,000.00	\$1,735.00	
Amendment (see below)	\$2,500.00	\$1,158.00	
Amendment (No Report to Council)			\$579.00
Request for Security Release			\$232.00
Release of Agreement			\$173.00
<b>Site Plan Approval – Major</b>			
Site Plan Approval - Major	\$5,500.00	\$2,893.00	
Amendment (see below)	\$4,000.00	\$2,314.00	
Request for Security Release			\$232.00
Release of Agreement			\$173.00
<b>Telecommunications Facilities</b>			
Exempt from Public Consultation			\$579.00
Not Exempt from Public Consultation			\$927.00
<b>Subdivision Applications</b>			
Subdivision Application	\$10,000.00	\$5,206.00	
Subsequent Phases of Existing Plans of Subdivision	\$6,000.00	\$2,269.00	
<b>Revisions to Draft Approved Plans</b>			
Revisions to a Draft Approved Plan of <b>Subdivision (Red Line Revision)</b>			
Minor Revision (see below)	\$6,000.00	\$2,893.00	
Major Revision (see below)	\$8,000.00	\$4,628.00	
Request to Amend Conditions of Draft Approval	\$3,000.00	\$1,158.00	
Request to Extend Draft Approval			\$579.00
Clearance letter from County			\$348.00
Condominium Application	\$10,000.00	\$5,206.00	

**By-law Number 15-2019  
Schedule B**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Planning and Development Services</b>			
<b>Description</b>	<b>Minimum Deposit to Accompany Application</b>	<b>Fee (Non ReFundable) plus actual costs</b>	<b>Flat Fee</b>
<b>Revisions to a Draft Approved Plan of Condominium (Red Line Revision)</b>			
Minor Revision (see below)	\$6,000.00	\$2,893.00	
Major Revision (see below)	\$8,000.00	\$4,628.00	
Request to Amend Conditions of Draft Approval (no change to layout)	\$3,000.00	\$1,158.00	
Request to Extend Draft Approval			\$579.00
Clearance letter from County			\$348.00
Condominium Conversion	\$3,000.00	\$1,158.00	
Preparation of a subdivision, condominium, site plan or development agreement		Actual Costs	
Lift Part Lot Control			\$1,158.00
Extend Part Lot Control			\$579.00
<b>Minor Variance, Consent and Rezoning Applications</b>			
Minor Variance – Residential	\$800.00	\$695.00	
Minor Variance – All others	\$1,100.00	\$927.00	
Amendment when Recirculation Required			\$232.00
Tabling Fee			\$116.00
Special Hearing			\$579.00
Consent	\$1,500.00	\$1,158.00	
Amendment - Recirculation Required			\$232.00
Tabling Fee			\$116.00
Special Hearing			\$579.00
Stamping Fee (Certificate):			
For consent, new lot & lot additions			\$116.00
For lease and easement			\$76.00
Combined Minor Variance & Consent	\$1,700.00	\$1,388.00	
Combined Consent & Rezoning	\$2,900.00	\$2,198.00	
<b>Other Fees</b>			
Compliance Letters			\$116.00
Peer Review of all Specialized Reports/Studies	\$3,000.00	Actual Costs	
OMB Costs	\$2,500.00	Actual Costs	
Photocopies – per page			\$0.30
Information search (per hour, first hour free)			\$35.00
Advertising fee		Actual Costs	
More than one Open House or Public Meeting Required			\$348.00
Notice to Cancel Public Meeting or Open House			\$232.00
Re-circulation of Public Notices			\$232.00

**By-law Number 15-2019  
Schedule B**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Planning and Development Services</b>
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Description	Minimum Deposit to Accompany Application	Fee (Non ReFundable) plus actual costs	Flat Fee
Engineering Review Fee			\$173.00
Legal Review Fee		Actual Costs	
Septic Review Fee			\$173.00
Preconsultation (more than one meeting)			\$88.00
Amendment to Development or Subdivision Agreement			\$666.00
<b>Refund Policy*</b>			
Minimum fee*		\$29.00	
After file opened but before circulated			90%
After file circulated but before considered at a public meeting			50%
After file considered at a public meeting			0%
*Refunds on balance after minimum fee deducted			

Where the application is not complete and the deposit has been totally offset by costs,

<b>Planning Definitions for Major and Minor</b>
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Official Plan Amendments

Major

- Proposes a re-designation or change in land use for a property or properties;
- Requires many changes to the policies and schedules of the Official Plan;
- New golf courses or expansion to existing golf courses;
- New waste management facility or expansion to existing waste management facility (including agriculture waste facilities);
- Expansion to urban boundary or re-designation of Urban Reserve Area;
- Commercial Development over 3,000 square metres;
- Deletion or addition of arterial or collector road, and;
- Any application that due to the broader policy implications of the Municipality would require the need to review or manage studies or any application deemed to be major by the Manager of Development Services.

Minor

- Proposes a small-scale exception to a specific Official Plan standard (e.g. minor
- Proposes a minor change to a specific policy that is limited in scope and typically to one property;
- Maintains the intent and purpose of the Official Plan;
- Shall have limited impact or policy implications beyond the subject lands, and;
- Any application deemed to be minor by the Manager of Development Services.

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Schedule B**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Planning and Development Services</b>
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Description	Minimum Deposit to Accompany Application	Fee (Non ReFundable) plus actual costs	Flat Fee
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Zoning By-law Amendments

Major

- Zone Category Change;
- Associated with an Official Plan Amendment;
- Associated with a Plan of Subdivision or Condominium;
- Application involving multiple properties, and;
- Any Application that requires the review of technical support documents or studies (e.g. environmental analysis, transportation studies, retail market studies etc.).

Minor

- Changes within current zone category;
- Re-zoning related to a “surplus lot consent” whereby the remnant parcel of farmland must be re-zoned to ensure that new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance.

Site Plan Approval

Major

- New buildings of any size or additions greater than 929 square metres (10,000 sq. ft) or greater than 3 storeys in building height or;
- Comprehensive changes to on-site grading/servicing/drainage or parking affecting lands greater than .6 hectare (1.5 acres) in land area.

Minor

- Existing buildings or new additions not exceeding 929 square metres (10,000 sq. ft) or up to 3 storeys in building height or;
- Changes to landscaping, parking, grading or drainage areas up to .6 hectare (1.5 acres) in land area, including revisions to building elevations, patios or additions thereto.

Site Plan Amendment

“Major” and “Minor” categories, as listed above, apply where a previous Site Plan has been approved and/or a Site Plan Agreement has been entered into with the Town.

Revisions to a Draft Approved Plan of Subdivision or Condominium (Red-Line Revision)

Major

- Major changes to the layout or conditions of draft approval of a draft approved plan.

Minor

- Minor changes to the layout or conditions of draft approval of a draft approved plan.



**By-law Number 15-2019  
Schedule C**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Parks and Recreation Services</b>	
<b>Fees – Rooms and Pavilions</b>	
Cancellation fee - (not refundable if within 72 hours)	\$33.00
Set up and Take Down	\$108.00
Security Deposit (no alcohol function)	\$106.00
Security Deposit (alcohol function)	\$212.00
<b>Rentals - Park Pavilions</b>	
Large Pavilion Rental – no alcohol (Lakeview, Geralyn Tellier Perdu, Tilbury North, Optimist) - per day	\$169.00
Small Pavilion Rental – no alcohol (Woodslee Memorial) - per day	\$86.00
Centennial and Pleasant Park Pavilions – no alcohol - per day	\$41.00
All Pavilion Rentals – Alcohol Event - per day	\$615.00
Lakeview Park Amphitheatre – electrical access	\$88.00
Park Permit (per event)	\$54.00
<b>Rentals – Community and Recreation Centres</b>	
Large Room - per day	\$280.00
Large Room – non-profit - per hour	\$54.00
Large Room - commercial - per hour	\$76.00
Large Room – 4 hour block with or without kitchen	\$168.00
Large Room and kitchen – Alcohol Event - per day	\$618.00
Large Room and kitchen– Alcohol Event – non-profit group - per day	\$603.00
Small Room - per hour	\$54.00
Small Room - non-profit - per hour	\$33.00
Small Room - per day	\$168.00
Small Room – Alcohol Event - per day	\$322.00
Small Room + hall and servery (Libro Centre) no alcohol - per day	\$215.00
Small Room – Community/non-profit group (regular business hours, non-fee usage, approved by Manager of Recreation)	Free
Gymnasium – half – non-profit – per hour	\$32.00
Gymnasium – half – commercial – per hour	\$73.00
Gymnasium - full – per hour	\$54.00
Gymnasium – full – commercial – per hour	\$145.00
Gymnasium – full – block of 10 hours or more – per hour	\$49.00
Gymnasium – Sporting event (non-profit) 12 hours	\$586.00
Arena floor (non-ice) - non-profit – per hour	\$54.00
Arena floor (non-ice) – per day	\$591.00
Projector and Screen (with facility rental, per day)	\$24.00
Sound System (with facility rental, per day)	\$24.00
<b>Recreation Fees</b>	
<b>Drop-in Fees:</b>	
Gymnasium per visit:	
Teen (13-14 years)	\$6.00
Teen (15-17 years)	\$5.31
Adult (18-54 years)	\$5.31
Senior (55 years and over)	\$3.32
Family rate (up to 6 immediate family members)	\$10.62
Adult – Open Gym Time	\$5.31
Pickleball or Shuffleboard	
Adult/Senior (up to 3 hours) per visit – no instructor	\$3.32

**By-law Number 15-2019  
Schedule C**

(Applicable taxes will be added to all fees)

<b>Community and Development Services Parks and Recreation Services</b>	
Fitness Class Drop-in	
Adult instructor led fitness class – per class	\$7.46
Senior instructor led fitness class – per class	\$4.98
<b>Program Registration:</b>	
Recreation Programs: (per hour)	
Preschool (0-5 years)	\$6.64
Youth (6-12 years)	\$6.64
Teen (13-14 years)	\$6.64
Teen (15-17 years)	\$5.88
Adult (18-54 years) (not instructor led fitness)	\$6.79
Senior (55 years and over) (not instructor led fitness)	\$6.79
Fitness: (per class)	
Adult Fitness –instructor led fitness class	\$5.87
Senior Fitness – instructor led fitness class	\$3.16
Adult Fitness – full session registration	\$4.98
Senior Fitness (55 years and over)– full session registration	\$2.05
Recreation Program Discounts:	
Family Program Registration – 3 or more immediate family members register for programs at full rates	10% discount
ODSP Recipient Program Registration – eligible persons	10% discount
Seniors Program Registration (55 yrs and up)	10% discount
Individual – Multi-Program – 3 or more programs/session	10% discount
<b>Recreation - Camps and Birthday Parties</b>	
<b>Camps:</b> (fees include activity fees and supplies)	
Summer or March Break Camp - per day	\$40.00
Summer or March Break Camp - per week	\$150.00
Specialty Camp – includes activity fees and supplies - per week	\$165.00
<b>Birthday parties:</b>	
Birthday parties - room plus staff (2 hrs, max 20 children)	\$188.00
Birthday parties - room plus staff plus pizza (2 hrs, max 20 children)	\$215.00
Birthday parties - gym + room + staff (2 hrs, max 20 children)	\$205.00
Birthday parties - gym + room + staff + pizza (2 hrs, max 20 children)	\$307.00
Birthday parties – room, staff, pizza, primetime skating (2 hrs, max 20 children)	\$333.00
Each additional child (non-swim parties)	\$8.00
Birthday parties – room + staff + pool (2hrs, max 20 children)	\$256.00
Birthday parties – room + staff + pool + pizza (2hrs, max 20 children)	\$358.00
<b>Sports Facilities and Fields</b>	
Soccer or Baseball – Registered league fees, per user per season	\$12.90
Baseball Diamond –reservation & preparation (non-league)	\$54.00
Tennis Court key – per season	\$29.21
<b>WFCU Pool</b>	
Drop-in Swimming	
Pool Lengths and Leisure swim	\$4.90
Pool – Aquatic Exercise	\$5.80
Recreation Swim	
Child under 24 months (with paid adult)	Free
Child/Youth (ages 2-14)	\$3.39
Child/Youth (ages 15-17)	\$3.00
Adult/Senior	\$3.00

**By-law Number 15-2019  
Schedule C**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Parks and Recreation Services</b>	
<b>Swim Passes:</b>	
Summer Family Swim Pass (Valid from June 26-Labour Day for recreation swims only. Up to 6 immediate family members living in the same household)	\$161.00
Summer Adult Swim Pass (Valid from June 26-Labour Day for recreation swims only.)	\$54.00
Summer Youth (up to age 14) Swim Pass (Valid from June 26-Labour Day for recreation swims only.)	\$49.00
Summer Youth (ages 15-17) Swim Pass (Valid from June 26-Labour Day for recreation swims only.)	\$43.36
Summer Organization Swim Pass (Valid for a recognized organization up to 6 people)	\$161.00
Preschool Swim Pass (3 month pass for 1 child to attend preschool swims only, with guardian in the water)	\$97.00
<b>Memberships and Pass Cards</b>	
Adult Pool Membership – Monthly	\$39.00
Adult Pool Membership – 3 Month	\$106.00
Adult Pool Membership – 6 Month	\$189.00
Adult Pool Membership – Annual	\$340.00
Adult Enhanced Pool Membership – Monthly	\$46.00
Adult Enhanced Pool Membership – 3 Month	\$129.00
Adult Enhanced Pool Membership – 6 Month	\$230.00
Adult Enhanced Pool Membership – Annual	\$414.00
Adult Swim Pass – 10 Sessions	\$44.00
Adult Enhanced Swim Pass – 10 Sessions	\$52.00
<b>Swimming Lessons – rates per person, per ½ hour:</b>	
Child/Youth (regular ratios)	\$8.38
Adult (regular ratios)	\$7.41
Child/Youth (up to age 14) (1:4 ratios)	\$11.25
Youth (age 15-17) (1:4 ratios)	\$9.95
Private Lessons - individual	\$27.08
Private Lessons – 2 participants (per person)	\$16.60
Private Lessons – 3 or more participants (per person)	\$13.54
<b>Swim/Skate Passes:</b>	
Fall Swim/Skate Pass – Adult (3 month pass. Valid for public skate and swim only)	\$54.00
Fall Swim/Skate Pass – Youth to age 14 (3 month pass. Valid for public skate and swim only)	\$49.00
Fall Swim/Skate Pass – Youth ages 15 - 17 (3 month pass. Valid for public skate and swim only)	\$43.36
<b>Pool Rental:</b>	
1 hour rental -1 pool, 2 lifeguards max. 24 people (base fee)	\$119.00
Extra Lifeguard for Hourly Pool Rental – per additional lifeguard per hour (added to base fee)	\$27.00

**By-law Number 15-2019  
Schedule D**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Police Services</b>	
Motor Vehicle Accident Reports	\$53.00
Incident Report Confirmation	\$53.00
Criminal Record Checks (CRC)	\$53.00
Criminal Record Checks – students	\$25.00
Criminal Record Checks – volunteers	Free
Duplicate Copy of CRC Certificate	\$5.00
Technical Traffic Collision Reports	\$547.00
Reconstructionist Report	\$1,093.00
Alarm Registration – Annual	\$20.00
False Alarm Fees:	
Unregistered Premises - Any at fault false alarm call	\$118.00
Registered Premises -Third at fault false alarm and each subsequent call thereafter	\$118.00

**By-law Number 15-2019  
Schedule E**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services Fire Services</b>	
<b>Letters of Compliance</b>	
Lawyer Letters – per inquiry	\$75.00
Commercial - includes on site inspection	\$188.00
Residential - includes on site inspection	\$95.00
Fire Reports	\$70.00
<b>Fire Inspections</b>	
Inspection and certification of premises for liquor license approval	\$118.00
Inspection by request (day care facility, retirement homes, group homes etc) - excluding residential homes	\$59.00
Fire Inspections (after standard 3 visits) – per hour	\$43.00
Special Occasion Permit Inspection	\$41.00
All retrofits	\$352.00
Fire Scene Photographs (each)	\$4.35
Assistance for private standby beyond normal fire protection of Commercial and Industrial premises - per hour (MTO rates per manned apparatus)	\$465.00
Call for Service – Failure to Locate Utilities – per manned fire apparatus	\$532.00
Fire Investigation Reports	\$235.00
Fire Safety Plan Review:	
Vulnerable Occupancies Small Facilities (up to 5 residents)	\$266.00
Vulnerable Occupancies Large Facilities (over 5 residents)	\$532.00
General – First Plan Initial Review	\$57.00
General – Plan review per review	\$41.00
Inspections for Propane Dispensing Sites:	
Existing 5,000 USWG or less	\$165.00
New/modified 5,000 USWG or less	\$331.00
Existing greater than 5,000 USWG	\$1,654.00
New/modified greater than 5,000 USWG	\$1,654.00
If necessary to retain 3 <sup>rd</sup> party engineer/other firm	Actual cost
<b>False Alarms</b>	
After second false alarm:	
First Hour – per manned apparatus	Current MTO rate
Each additional half hour – per manned apparatus	Current MTO rate
<b>Open Burn By-law Cost Recovery Formula</b>	
Fire Administration only attends location	½ the current MTO rate for a single manned fire apparatus
Camp fire extinguishment only	½ the current MTO rate for a single manned fire apparatus
Fire extinguishment using less than 6 firefighters	Current MTO rate for a single manned fire apparatus
Fire extinguishment using greater than 6 firefighters and less than 12 firefighters	Current MTO rate for 2 manned fire apparatus
Fire extinguishment requiring a 2 station response	Current MTO rate for 4 manned fire apparatus
<b>External Services</b>	
Recovery – external services cost	Actual Costs

**By-law Number 15-2019  
Schedule F**

(Applicable taxes will be added to all fees)

<b>Administrative and Animal Control Services</b>	
<b>Permits, Licences and Fees</b>	
Break open lottery tickets – per box	\$11.00
Bingo/Raffle Licenses	3% of Proposed Prize
Hunting Licences	
Resident – Small Game (subject to Ministry approval)	\$11.00
Non-Resident – Small Game (subject to Ministry approval)	\$17.00
Marriage License	\$137.00
Marriage Solemnization - Ceremony fee (basic)	\$266.00
Taxi Licences (Annual)	
Company License	\$118.00
Company License Renewal	\$59.00
Driver Permits – OPP Clearance provided by applicant	\$23.00
Burial Permits	\$15.00
Photocopying – Per Standard Page	\$0.29
<b>Privacy Act</b>	
Freedom of Information (MFIPPA) Requests:	
Application Fee	\$5.00
Electronic document search – per 15 minutes	\$15.00
Miscellaneous Charges per OReg 823	Per O. Reg 823
<b>Alley Closing</b>	
Closing, sale and disposition of streets and alleys - Policy AD-284 - non-refundable fee plus applicable costs	\$1,052
<b>Animal Control</b>	
Dog Tags	\$20.00
Dog Tag Penalty if Purchased after March 31	\$10.00
Replacement of lost dog tag	\$6.10
Dog Tags – for calendar year of adoption from Lakeshore Area 3 Dog Pound by Lakeshore resident	Free
Kennel License - In designated zoning areas only	\$62.00
<b>Dog Pound Fees</b>	
First Offence	\$35.00
Second Offence	\$59.00
Third Offence	\$118.00
Impound Fee Per Day	\$11.00
Trap rental – per day, up to 7 continuous days, plus \$50 refundable deposit	\$10.00
Trap rental – per day beyond 7 continuous days	\$5.00

**By-law Number 15-2019  
Schedule G**

**(Applicable taxes will be added to all fees)**

<b>Engineering and Infrastructure Services</b>	
<b>Public Works Services</b>	
Ditching Policy EN120 - Administrative Fee	\$235.00
Encroachment/entrance permit and other miscellaneous works	\$235.00
Indemnity deposit – refundable up to 3 years from issuance of permit	\$1,300.00
Mini-Cam Inspection	\$0.00
<b>Drainage Services</b>	
Tile Loans – Administrative Fee	\$147.00
<b>Engineering Services</b>	
Lawyer Letters - per property inquiry	\$75.00
<b>Water Services</b>	
Water Shut-Off - nonpayment	\$49.00
Water Shut-Off	\$30.00
Water Shut Off – After Hours	\$149.00
Water Turn-On	\$30.00
Water Turn On – After Hours	\$149.00
Water Disconnect, defined as a complete removal of the water service to corporation stop	Actual cost
Water Reconnect, defined as a installation of the water service to corporation stop. Buy-in fee under Tariff of Fees By-law is not applicable if done within 5 years of disconnect.	Actual cost
New Water Account Set Up Fee	\$30.00
Water account late payment fee	3% per month
Shut off notice	\$6.00
Relocation of Water Service:	
Short Service	\$2,922.00
Long Service	\$3,623.00
Inspection Fee – water service when building demolished	\$57.00
Missed appointment or service refusal per instance	\$55.00
Water Service Abandonment Fee:	
Where all buildings have been removed from a building lot and a water service is requested to be abandoned by the property owner, the water service pipe shall be disconnected at the property line. The service box and rod shall be removed by the owner's contractor or by Town forces, at the owner's expense, and inspected by the Town; after which the basic charge will no longer be applicable	
Town performs the work	\$289.00
Inspection Fee when property owner performs the work	\$57.00
Water Service Abandonment Reconnection Fee (at property line):	
Town performs the work	\$289.00
Inspection Fee when property owner performs the work	\$57.00
In the event that the reconnection is done within 5 years of Water Buy-in, reconnection fee shall not be applicable.	
Water Permit - Includes Supplying Water Meter - Actual cost plus administration fee	
	\$30.00
Test of Water Meter - where meter is found to be in proper working order	\$160.00
Frozen Meter Repair	\$106.00
Water Buy-In Fees	Per By-law 49-2015

**By-law Number 15-2019  
Schedule H**

**(Applicable taxes will be added to all fees)**

<b>Finance Services</b>	
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<b>Administration Fees and Service Charges</b>	
Convenience Fee – US currency transactions (per item)	\$3.00
NSF Cheque/Returned Item Charge	\$35.00
Refund or Misdirected Payment Charge	\$30.00
Financing Administration Fee – per property	\$110.00
Interest on trade receivables over 30 days past due per month	1.25%
Penalty and Interest on tax account arrears per month	1.25%
Tax Certificate and Water Certificate - each per property inquiry	\$75.00
Tax Certificate and Water Certificate - each per property inquiry within 3 business days	\$150.00
Property Tax bill reprint	\$11.00
Additions to the Roll - Water, AR, POA, WSIB, etc.	\$28.00
Refund or Misdirected Payment Fee	\$30.00
Title search on property > 2 years in arrears	\$55.00
Financing Admin Fee	\$110.00
Ownership Changes - NEW	\$35.00
Mortgage Fees for tax bills - NEW	\$11.00

<b>Tax Sale Fees</b>	
Farm Debt Mediation Letter – per property	\$50.00
Block A – Preliminary work (including registration of Tax Arrears Certificate, mailing of first notices, Statutory Declaration regarding notice, Tax Arrears Cancellation Certificate)	\$1,050.00
Block B – Survey (if required)	Actual
Block C – Final Notice, Statutory Declaration	\$300.00
Block D – Extension Agreement	\$400.00
Tender process:	
Advertising	Actual
Tender opening and examination	\$570.00
Prepare and Register Tax Deed	\$750.00
Pay proceeds into court	\$650.00

<b>G.I.S. Mapping</b>	
<b>Standard Map Products</b>	
Municipal Wide Street Map - (Double Sided – Colour) 11"x17"	Free
Municipal Wide Street Map - (Double Sided – Colour) 18"x34"	\$6.00
Municipal Wide Street Map - (Double Sided – Colour) 24"x50"	\$11.00
<b>Custom Map Products</b>	
Custom Mapping - include any plots larger than 11" x 17" up to maximum size 24" x 50" - per hour	\$49.00



**By-law Number 15-2019  
Schedule I**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services</b>	
<b>Arena – Ice Rates</b>	
	<b>Effective 01-Apr-19</b>
<b>Ice Rentals – hourly rates:</b>	
Weekday morning (M-F 7am – 12pm; September – March)	\$108.00
Weekday non-prime time (M-F 12pm – 5pm; 10pm-12am)	\$151.00
Prime Time (M-F 5pm-10:00pm, Sat/Sun 8am-10pm)	\$188.00
Same Day rental	\$132.00
Ice Rental Cancellation Fee – minimum 48 hours notice	\$32.00
Arena Storage Room – registered leagues	Free
<b>Public Skating:</b>	
Public Skate session (up to age 14)	\$2.25
Public Skate session (over age 14)	\$1.99
Parent and Tot Skate session	Free
Adult/Senior Skate session	Free
Figure Skating practice (Child/Youth to age 14)	\$10.70
Figure Skating practice (Youth ages 15-17)	\$9.47
<b>Drop-in Hockey: (full equipment is required)</b>	
Child/Youth to age 14	\$5.62
Youth – ages 15-17	\$4.97
Adult	\$6.77

**By-law Number 15-2019  
Schedule J**

**(Applicable taxes will be added to all fees)**

<b>Community and Development Services</b>
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<b>Belle River Marina Rates</b>	
<b>Slip Rental –Seasonal:</b>	
Fully Serviced - based on size of slip - per foot	\$51.00
Un-serviced- based on size of slip - per foot	\$41.00
<b>Slip Rental – Monthly:</b>	
Docks A and B – Serviced	\$450.00
Docks C, D, G and F – Serviced	\$394.00
Docks E and F – Un-serviced	\$367.00
<b>Slip Rental - Transient</b>	
Slip Rental - per foot	\$1.80
3-night Discount (Sunday through Wednesday)	Buy 2 nights, Get 1 night Free
2-night Club Event Booking	Buy 1 night, Get 1 night 50% Off
<b>Other Fees:</b>	
Electrical Fee -Air Conditioner per unit	\$191.00
Pump Out	\$13.50
Boat Launch Ramp – Day Pass	\$13.50
Boat Launch Ramp – 10-pack	10% off
Boat Launch Ramp - Season Pass	\$181.00
Jet Ski Access – Season Pass (must supply own Town-approved dock)	\$191.00
Chartering Access – Season Pass	\$490.00
Marina Pavillion – seasonal boater use only	Free

**By-law Number 15-2019  
Schedule K**

<b>Engineering and Infrastructure Services</b>
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<b>Water Rates</b>	
Consumption - per cubic meter	\$1.50
Basic - per month	\$20.21
Flat rate - per month	\$71.00
Late payment charge on water bill	3% per month

<b>Wastewater Rates</b>	
Consumption - per cubic meter	\$1.45
Basic - per month	\$16.93
Flat rate - per month	\$71.00

<b>Bulk Water Rates</b>	
Bulk Water Fill Station Rate - per 1,000 gallons (0.4546 m3)	\$6.00