

The Corporation of the Township of Whitewater Region

By-law Number 19-03-1160

Being a by-law to authorize the 2019 user fees and charges for all municipal departments

Whereas, Section 390 and 391 of the *Municipal Act, 2001* authorize the Council to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of the municipality and for the use of its property;

The Council of The Corporation of the Township of Whitewater Region enacts as follows:

1. All by-Laws or parts of by-Laws previously passed that are inconsistent with the provisions of By-Law 19-03-1160 are hereby repealed.
2. That all Council resolutions or similar expressions, whether formal or informal, inconsistent with this by-law shall be deemed to be rescinded.
3. The fees and charges set out on the attached Schedules are hereby imposed and ratified set out as follows:
 - Schedule A – Building & Planning Services
 - Schedule B – Recreation & Tourism Services
 - Schedule C – General Government Services
 - Schedule D – Fire & Emergency Services
 - Schedule E – Public Works
4. 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 a municipal official.
5. 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.
6. For the purposes of water and sewer billing, fees and charges that are due and unpaid will be charged a penalty of one (1) percent per month. Costs incurred by the municipality in collecting unpaid fees and charges shall be added to the amount due and owing.
7. Council does hereby delegate to the Chief Administrative Officer 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.

Read a first, second and third time and finally passed this 20th day of March, 2019.

Michael Moore, Mayor

Carmen Miller, Clerk

**Schedule “A”
Building & Planning Services**

Building & Planning

Description	2019 Fee
Official Plan Amendment Application (County of Renfrew fee collected by Township)	County of Renfrew Fee
Zoning Amendment Application	\$700.00
Minor Variance Application	\$300.00
Severance Application	\$150.00
Site Plan Control Agreement	\$600.00
Subdivision Development Application	\$1,000.00 + (see below)
Professional Services (once the deposit has been depleted, additional deposit is required)	Cost Recovery (\$5,000.00 deposit required)
Zoning Opinion	\$50.00 per roll number
Letter of Tolerance	\$50.00
Temporary Dwelling Agreement	\$150.00
Road & Other Agreements	\$150.00
County Official Plan (Copy of document)	\$40.00
Zoning By-law (Copy of document)	\$40.00
Building Permits <ul style="list-style-type: none"> • Base Rate (plus below) • Residential (New, Additions or Extensive Renovations (plumbing permit included)) • Residential (Accessory Buildings) • Commercial, Industrial, Institutional (New, Additions or Extensive Renovations) • Commercial, Industrial, Institutional (Accessory Buildings/Deck) • Agriculture (New Construction, Additions or Extensive Renovations) • Agriculture (Accessory Buildings & Storage Containers (Silos)) 	<ul style="list-style-type: none"> \$100.00 + (see below) 0.40/sq. ft. 0.35/sq. ft. 0.46/sq. ft. 0.40/sq. ft. 0.12/sq. ft. 0.12/sq. ft.
Agriculture (Dry Storage Containers – Grain Silos)	\$50.00
Residential patio decks less than 400 sq. ft. without a roof	\$50.00
Pool Permit	\$50.00
Installation of Solid Fuel Burning Appliance (outdoor wood burning appliance)	\$50.00
Inspections <ul style="list-style-type: none"> • All required inspections are included in the building permit fee (exceptions see below) • Additional Inspection, as required • Fee for each additional inspection following a non-issued Occupancy Permit • Liquor License (Special Occasion Permit) 	<ul style="list-style-type: none"> Included in permit fee \$30.00 \$75.00 \$75.00

Occupancy Permit <ul style="list-style-type: none"> If building permit is open, no additional fee for Occupancy Permit If building permit is closed, Occupancy Permit fee required Fee for each additional inspection following a non-issued Occupancy Permit (see Inspections) 	No Charge \$75.00 Refer to Inspections
Change of Use Permit	\$175.00
Transfer of Permit	\$30.00
Deferral of Revocation of Permit	\$30.00
Transmission <ul style="list-style-type: none"> INCLUDES: Transmitter, Telecommunications towers, Pumping stations, Hydro stations and sub-stations, Related appurtenances/plant 	\$6.00 per thousand dollars construction value
Demolition Permits <ul style="list-style-type: none"> 600 sq. ft. or less For each additional 100 sq. ft. or portion thereof 	\$30.00 + (see below) \$2.00/100 sq. ft. or portion thereof
File Search Fee (Building/Septic Permit)	\$50.00 per roll number

Sewage System

Description	2019 Fee
For approval of a plan of subdivision under the Planning Act R.S.O. 1990 CH. 13	\$75.00 for each lot or block shown on the proposed plan of subdivision
For approval of a condominium	\$125.00 for each on-site sewage system that is proposed for installed up to 10,000 L.
For Approval For Consents Under the Planning Act	\$100.00 for each severance application
Septic Permit for a class 2 sewage system	\$100.00
Septic Permit for a class 3 sewage system	\$100.00
Septic Permit for a class 4 sewage system – Leaching Bed	\$245.00
Septic Permit for a class 4 sewage system – Filter Bed	\$280.00
Septic Permit for a class 5 sewage system	\$150.00
File search fees	\$50.00 per roll number
Investigations	\$30.00 per hour
Septic Permit for a tank change only	\$100.00 per tank
If application is received after work has begun	20% Surcharge

Animal Control

Description	2019 Fee
Dog License <ul style="list-style-type: none">• Sterilized Dogs (Before March 31st)• Sterilized Dogs (After March 31st)• Unsterilized Dogs (Before March 31st)• Unsterilized Dogs (After March 31st)	\$15.00 \$25.00 \$25.00 \$35.00
Replacement Tags	\$5.00
Impoundment Fee's <ul style="list-style-type: none">• First day of impoundment of part thereof or all costs incurred whichever is greater• Each additional day of impoundment or all costs incurred, whichever is greater	\$30.00 \$8.00
Kennel License	\$50.00 per year
Live Trap Rental <ul style="list-style-type: none">• Per Week• Additional Week (4 weeks maximum)	\$20.00 \$10.00

Schedule "B" Recreation and Tourism

Parks & Boat Launches

Description	2019 Fee
Boat Launch Fee (excludes ice fishing tournaments) <ul style="list-style-type: none"> • Organized Fishing Tournament (between May and October long weekends) • Organized Fishing Tournament (before May or after October long weekends) • Daily Launch Fee 	\$250.00 per event \$10.00 per boat No Charge
Programming (not listed above)	Market Rate

Beachburg

Description	2019 Fee
Ice Rental <ul style="list-style-type: none"> • Minor – Prime • Minor/School – Weekday • Adult – Prime • Adult – Weekday • Tournament (Minor or Adult) • Holiday Rate – Adult • Holiday Rate - Minor 	\$121.20 per hour \$85.85 per hour \$146.45 per hour \$116.15 per hour \$116.15 per hour \$157.75 per hour \$135.50 per hour
Slab Rental <ul style="list-style-type: none"> • Basic Rental • Auctions • Hourly 	\$700.00 per event \$330.00 per event \$50.00 per hour
Hall Rental	\$30.00 per hour
Slab and Hall Rental	\$75.00 per hour
Programming (not listed above)	Market Rate

Cobden

Description	2019 Fee
Ice Rental <ul style="list-style-type: none"> • Minor – Prime • Minor/School - Weekday • Adult - Prime • Adult - Weekday • Tournament (Minor or Adult) • Jr. B – Game • Jr. B – Prime Practice • Jr. B – Weekday • Holiday Rate – Adult • Holiday Rate – Minor 	\$121.20 per hour \$85.85 per hour \$156.55 per hour \$116.14 per hour \$116.14 per hour \$156.55 per hour \$138.37 per hour \$90.00 per hour \$167.85 per hour \$132.50 per hour
Slab Rental <ul style="list-style-type: none"> • Basic Rental • Auctions • Hourly 	\$700.00 per event \$330.00 per event \$50.00 per hour
Ball Diamond <ul style="list-style-type: none"> • Minor Use • Minor Use with Lights • Adult Use • Adult Use with Lights 	\$32.00 per game \$38.00 per game \$45.00 per game \$55.00 per game
Hall Rental <ul style="list-style-type: none"> • Basic Hall Rental • Basic Hall Rental with kitchen • Basic Day (with bar only) • Basic Day (with bar and 	\$25.00 per hour \$30.00 per hour \$300.00 per day \$325.00 per day

kitchen)	
Programming (not listed above)	Market Rate

Westmeath

Description	2019 Fee
Ice Rental <ul style="list-style-type: none"> • Minor – Prime • Minor/School - Weekday • Adult – Prime • Adult – Weekday • Tournament (Minor or Adult) • Holiday Rate – Adult • Holiday Rate - Minor 	<ul style="list-style-type: none"> \$121.20 per hour \$85.85 per hour \$146.45 per hour \$116.14 per hour \$100.00 per hour \$157.75 per hour \$132.50 per hour
Slab Rental <ul style="list-style-type: none"> • Basic Rental • Hourly Rental 	<ul style="list-style-type: none"> \$700.00 per event \$50.00 per hour
Hall Rental	n/a - refer to WDRA
Programming (not listed above)	Market Rate

Definitions:

“Day” means a rental consisting of four or more hours, but less than 10 and approved by the Manager of Recreation and Tourism or his/her designate.

“Event” means one (1) event pre-arranged and approved with the Manager of Community Services or his/her designate.

“Game” means, for the purposes of ball diamond rental, the time to play one (1) game, typically taking between 1 – 2 hours in length.

“Holiday Rate” means, any day defined by the Township or by the province as the recognized holiday including but not limited to: New Year Day, Family Day, Good Friday, Easter Monday, Victoria Day Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day. The Township reserves the right to select which arenas remain open during holidays.

“Hour” means, for the purposes of ice rental, 50 minutes of on-ice time. For all other services “Hour” shall mean 60 minutes.

“Market Rate” means the rate determined by the market (i.e. rate charged for a service at a particular time) rather than a calculated rate such as cost recovery.

“Prime” means 5:00 p.m. to 12:00 a.m. Monday to Friday, Saturday and Sundays, and includes holidays.

“Season” means September to April, for the purposes of Public Skating, when the ice surface is being maintained.

“Weekday” means 8:00 a.m. to 5:00 p.m. Monday to Friday, except holidays.

Schedule "C"
General Government

Administrative Charges

Description	2019 Fee
Commissioning Documents & Certified True Copies	\$10.00 per document
Administrative Research	\$7.50 per 15 minutes
Burial Permits	\$10.00
Photocopies	\$0.20 per page
Faxes	\$1.00 per document for local or toll free \$1.00 per page for long distance
Tax Certificates (per roll #)	\$50.00
Community Hall (at Municipal Office)	Free of charge for community use (if approved) \$30/hr all other
NSF Cheques	\$50.00
Township Apparel	At cost
Township Map	\$5.00
County Map	\$5.00
MFOI Application Fee	\$5.00
MFOI Search and Preparation Time	\$7.50 per 15 minutes
MFOI Disc	\$10.00
MFOI associated costs	Per invoice
MFOI costs to develop a computer program to provide a readable record	\$15.00 per 15 minutes
Civil Ceremony	\$300.00

Lottery Licenses

Description	2019 Fee
All eligible lottery events (replaces below)	3% of prize value Wheels - \$10 per wheel of fortune per day

Municipal Tax Sales

Description	2019 Fee
All Municipal Tax Sale Events (replaces below)	\$150.00 Admin Charge plus cost recovery for all other fees & charges by Real Tax

Schedule "D"
Fire & Emergency Services

Fire & Emergency Services

Description	2019 Fee
Burn Permits	No Charge
Request for Property Information	\$50.00
Letter to Insurance &/or Lawyer	\$50.00
Inspections, upon request (incl. special occasion permit)	\$75.00
Fire Vehicle (incl. equipment) <ul style="list-style-type: none">• Fire Vehicle - to attend incident• Fire Vehicle Refurbishment - post incident• Additional vehicles &/or equipment (outside fleet)	Per MTO rate in force and effect. Per MTO rate in force and effect. Cost Recovery
Firefighters	Cost Recovery

**Schedule “E”
Public Works**

Roads

Description	2019 Fee
Entrance Permit	\$75.00
Civic address sign (installed)	\$75.00
Private Road Sign	Cost Recovery
Tile Drain Road Crossing Approval	\$100.00
Utility Road Crossing Permit	\$100.00
Sale of Used Culverts	Cost Recovery
Private Road & Driveway Grading	NOT Provided
Winter Sand <ul style="list-style-type: none"> • Residential Use • Commercial Use 	No Charge – limited to 3yd ³ annually NOT provided
Equipment (Township use only) <ul style="list-style-type: none"> • Chipper • Excavator • Excavator with Brush Head/Cutter • Grader • Half Ton • Loader/Backhoe • Tandem Axle Dump Truck • Water Truck 	\$45.00/hr plus operator (Township use only) \$82.00/hr plus operator (Township use only) \$102.00/hr plus operator (Township use only) \$87.00/hr plus operator (Township use only) \$28.00/hr plus operator (Township use only) \$50.00/hr plus operator (Township use only) \$80.00/hr plus operator (Township use only) \$80.00/hr plus operator (Township use only)
Employees/Staff/Operators <ul style="list-style-type: none"> • Physical Services Manager • Supervisor of Roads • Driver/Operator • Labourer 	Cost Recovery Cost Recovery Cost Recovery Cost Recovery

All Operator and cost recovery rates are subject to the following:

1. “Regular Hours of Work” shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy.
2. “Outside Regular Hours of Work” shall mean any hours worked beyond those hours defined as Regular Hours of Work. Outside Regular Hours of Work is one and a half (1 ½) times Regular Hours of Work rate.
3. “Emergency Rate” means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three (3) times the Regular Hours of Work rate.

Waste Management

Description	2019 Fee
Special Opening Closing of Site - Tuesday to Friday 8:30 am to 3:30 pm (no holidays), subject to attendant availability	\$50.00 per opening/closing
Garbage Bags <ul style="list-style-type: none"> • WWR yellow garbage bags \$3.00 each • WWR yellow garbage bag distributor \$2.75 each • Curbside Garbage Collection – only yellow WWR pre-purchased garbage bags accepted Only pre-purchased bags accepted • Landfill Site – WWR yellow garbage bags Pre-purchased bags No Additional Fee • Landfill Site - other than pre-purchased WWR yellow garbage bags \$3.00 each 	
Appliances <ul style="list-style-type: none"> • Refrigerated appliances (with or without Freon), includes refrigerator, freezer, air-conditioner, dehumidifier, and water coolers \$20.00 each • All non-refrigerated appliances No Charge 	
Scrap Metal	No Charge
Furniture (mattress and boxspring is 2 items = \$10.00)	\$5.00 per item
Leaf & Yard Waste	No Charge
Brush & Logs	No Charge
Stumps	NOT Accepted
Tires (all sizes – with or without rims)	No Charge
Batteries	No Charge
Recyclables (accepted in Blue Box Program)	No Charge
Cardboard	No Charge
Residential & IC&I Solid Waste <ul style="list-style-type: none"> • Sorted \$15.00/yd³ (0.56/ft³) • Unsorted \$20.00/yd³ (0.74/ft³) 	
Construction & Demolition (C&D) Solid Waste <ul style="list-style-type: none"> • Sorted \$15.00/yd³ (0.56/ft³) • Unsorted \$20.00/yd³ (0.74/ft³) • Mechanically ground \$10.00/yd³ (0.37/ft³) 	
Contaminated Soil – subject to submission of acceptable testing	\$25.00/yd ³ (0.93/ft ³) plus equipment and operator fee to manage (e.g. turn/roll) material and relocate as required
Asbestos	NOT Accepted
Hazardous Material	NOT Accepted
Boats	\$2.00 per foot
Vehicles (whole)	NOT Accepted

Equipment (Township Use Only)	
• Excavator	\$82.00/hr plus operator (Township use only)
• Crawler/Loader	\$50.00/hr plus operator (Township use only)
• Tandem Axle Dump Truck	\$80.00/hr plus operator (Township use only)
• One Ton	\$35.00/hr plus operator (Township use only)
Employees/Staff/Operators	
• Supervisor of Safety and Solid Waste	Cost Recovery
• Landfill Site Attendant	Cost Recovery
Blue Boxes – 16 gallon	\$10.00 each
Recycling Bin – 4 yard (not available for single residential dwellings)	\$125.00 each

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Water & Wastewater

Description	2019 Fee
Beachburg Water Rates <ul style="list-style-type: none"> • Residential • Multi-Residential (1st unit) • Multi-Residential (2nd & subsequent units) • Small Commercial • Medium Commercial • High/Large Commercial • Vacancy 	\$183.78 quarterly \$183.78 quarterly \$147.00 quarterly \$183.78 quarterly \$275.67 quarterly \$367.56 quarterly 20% of regular water rate per unit
Cobden Water Rates <ul style="list-style-type: none"> • Residential • Multi-Residential (1st unit) • Multi-Residential (2nd & subsequent units) • Small Commercial • Medium Commercial • High/Large Commercial • Metered • Vacancy 	\$183.78 quarterly \$183.78 quarterly \$147.00 quarterly \$183.78 quarterly \$275.67 quarterly \$367.56 quarterly 5.81/1000 gallons or minimum of 1 small residential or commercial quarterly rate, whichever is higher 20% of regular water rate per unit
Haley Water Rates <ul style="list-style-type: none"> • Residential • Vacancy 	\$439.59 quarterly 20% of regular water rate per unit
Cobden Sewer Rates <ul style="list-style-type: none"> • Residential • Multi-Residential (1st unit) • Multi-Residential (2nd & subsequent units) • Small Commercial • Medium Commercial • High/Large Commercial • Metered • Vacancy 	\$230.28 quarterly \$230.28 quarterly \$184.23 quarterly 230.28 quarterly \$345.42 quarterly \$460.56 quarterly \$10.82/1000 gallons or a minimum of 1 small residential or commercial quarterly, whichever is higher 20% of regular sewer per unit
Water Service Turn-on/Turn-off <ul style="list-style-type: none"> • Water Service Turn-on (during regular hours) • Water Service Turn-off (during regular hours) • Water Service Turn-on (outside regular hours) • Water Service Turn-off (outside regular hours) 	\$50.00 \$50.00 \$100.00 \$100.00
Bulk Water – A WWR employee/contractor must be in attendance and a backflow preventer must be in place.	\$10.00 per 1000 gallons + \$20.00 loading fee per load
Water Line Steamer	\$30.00 per day
Sewer Snake Rental	\$20.00 per day
Service Installations	

<ul style="list-style-type: none"> • Water &/or Sanitary &/or Storm 	Owner shall install from main to property line (rehabilitate cut/trench to existing or better condition) plus OCWA inspection fee \$100.00 per connection
RV Waste Discharge	NOT Accepted
Contaminated Ground Water	NOT Accepted
Sewage Holding Tank Transfer	NOT Accepted

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