

The Corporation of the Municipality of West Perth

By-law 19-2020

Being a by-law to establish and require payment of various fees & charges for the Municipality of West Perth

Whereas Section 11(2)7 of the Municipal Act, S.O. 2001, c.25, as amended authorizes municipalities to pass by-laws for services and things that the municipality is authorized to provide; and

Whereas Section 391(1) of the Municipal Act, S.O. 2001, c.25, as amended, authorizes municipalities to impose fees or charges for services or activities provided or done by or on behalf of it; and

Whereas Section 69 of The Planning Act authorizes a municipality and local Board to pass by-laws for fees for the processing of applications made in respect of planning matters;

Whereas Council of the Corporation of the Municipality of West Perth deems it expedient to establish fees and charges for the Municipality;

Now therefore be it resolved that the Council of the Municipality of West Perth enacts as follows:

1. That the fees and charges set out in the attached Schedule "A", "B", "C", "D", "E", "F", "G", "H", "I", "J", "K", "L" and "M" shall become applicable upon receiving final passing thereof.

Schedule "A" Administration Fees

Schedule "B" Dog and Kennel Licensing Fees

Schedule "C" Arena and Community Centre Fees

Schedule "D" Pool Fees

Schedule "E" Parks Fees

Schedule "F" Domestic Landfill Fees

Schedule "G" Operations Department Fees

Schedule "H" Water and Wastewater Service Rates

Schedule "I" Municipal Address Fees

Schedule "J" Licensing

Schedule "K" Planning Fees

Schedule "L" Fire Department Fees

Schedule "M" Police Services Fees

2. The fees as listed in Schedules "A" to "M" to this By-law are subject to all applicable taxes.
3. That this by-law shall be known as the "Fees and Charges By-law";
4. Should any part of this By-law, including Schedules "A" to "M", be determined by a Court of competent jurisdiction to be invalid or of no force and effect it is the stated intention of the Council of the Municipality of West Perth that such invalid part of the by-law shall be severable and that the remainder of this By-law including Schedules "A" to "M", as applicable, shall continue to operate and to be in force and effect;
5. That schedules "A" to "M" shall be deemed as forming part of this By-law.
6. This By-law repeals By-law 25-2019 effective February 19, 2020.
7. That this By-law shall come into force and take effect February 19, 2020.

Read a first and second time this 18th day of February, 2020.

Read a third and final time and finally passed this this 18th day of February, 2020.

Mayor Walter McKenzie

Clerk Carla Preston

Schedule A to By-law 19-2020

Administration	
Lottery License	3%
Marriage License Issuance	\$120.00
Death Registration	\$10.00
Fax Transmission – Local/Long Distance per page	\$1.00
Fax Transmission – Receiving – per page	\$1.00
Photocopy-per page	\$0.50
Commission Affidavits	\$10.00
Request for Records	\$30.00/30 minutes
West Perth Pins	\$1.00 each
(requests for large amounts will come to Council)	No charge
Fullarton history book	\$17.70
Picture Mitchell (hard cover)	\$17.70
Picture Mitchell (paperback)	\$17.70
Logan history Book	\$4.42
Tile drain maps	\$20.00
Digital Sign	
Community Event in West Perth	\$35/week
Community Event in Perth County	\$45/week
1 Week	\$35.00
1 Month	\$125.00
3 Months	\$300.00
6 Months	\$450.00
1 Year	\$750.00
Creativity Fee	\$5.00
Drainage Fees	
Drainage Apportionment Agreements (as a request of severance)	Cost Recovery
Mutual Drain Agreement	\$200.00
Drainage Tile Loan - Inspection services	\$150.00
Municipal Drain Debenture	\$10/\$1,000 assessment
Tile Drain Loan Application	\$50.00
Tile Drain Loan Early Payout	\$25.00
Line Fences Act Administrative Fee	\$100.00
Treasury	
Tax Certificate – Within 5-7 business days	\$40.00
Tax Certificate – Rush – Within 1-2 business days	\$75.00
Tax Registration	Cost Recovery
Finance charge for unpaid taxes 1.25% per month	
Finance charge for unpaid accounts receivable 1.25% per month	
Charge for N.S.F. cheque	\$25.00
Charge for Reprints of bills, invoices	\$5.00

HST is in addition to applicable fees.

Schedule B to By-law 19-2020

Dog Licensing		
	Before May 31 st	After May 31 st
First Dog License	\$15.00	\$30.00
Second Dog License	\$20.00	\$40.00
Third Dog License	\$25.00	\$50.00
Fourth Dog	\$25.00	\$50.00
Replacement Tag	\$2.00	\$2.00

Kennel Licensing		
	Before May 31 st	After May 31 st
Annual Fee		
Breeding Kennel	\$130.00	\$145.00
Boarding Kennel	\$130.00	\$145.00
Hunting/Sporting/Sled Dog Kennel	\$85.00	\$100.00
New Application Review	\$100.00	
Additional Site Visit	\$100.00	

Schedule C to By-law 19-2020

Arena	
Winter Ice Pad (Sept.2019-March 2020)	
Minor Sports	\$143.36
Curling and Juniors	\$153.98
Regular	\$159.29
Non – Prime Ice	\$93.81
Schools – Non Prime	\$51.33
Summer Ice Pad	
Full Pad	\$720.35
Half Pad	\$515.04
Auction/Trade Show	\$824.78
Camp (Per Day)	\$129.20
Minor Sports (Per Hour)	\$51.33
Mitchell Community Hall	
4 Hours or Less (Mon-Fri, Sun)	\$102.65
Over 4 Hours (Mon-Fri, Sun)	\$205.31
Saturday Rentals	\$515.04
Prior day set up	\$180.53
Kitchen	\$77.88
Auctions/Trade Show (Per Day including Set-up)	\$515.04
Meeting Room (Activity Room/Morenz Room)	
4 Hours or Less	\$51.33
Over 4 Hours	\$77.88
Dublin Hall	
Daily Rental	\$118.58
Licensed Event	\$412.39
Friendship Centre	
4 Hours or Less	\$51.33
Over 4 Hours	\$77.88
Lions Pavilion	
Daily Rental	\$77.88
Miscellaneous	
Round tables (each)	\$4.56
Stage (per section)	\$11.50
Chair rental (offsite) (each)	\$0.46
Table rental (each)	\$4.56
All rentals subject to 13% HST	

Schedule D to By-law 19-2020

POOL	
ADMISSION	
Pre-School	\$2.00
Child	\$4.00
Student and Adult	\$6.00
Family	\$12.00
Support Person	No Charge
Season Pass	
• Single pass for adult or child	\$90.00
• Family	\$212.00
Aqua Fit	\$6.00/night - \$54.00/ season
Instruction	
• Preschool Starfish, Duck, Sea Turtle	\$48.00
• Pre School Sea Otter, Salamander	\$64.00
• Level 1 to 4	\$84.00
• Level 5 to 10	\$96.00
• Assistant Lifeguard Course	\$186.00
• Swim Team per child	\$54.00
• Fitness Pass	\$90.00 (includes lane swim & Aqua fit)
Private Rental	
31-100 people	\$140.00
101-200 people	\$200.00

Schedule E to By-law 19-2020

Keterson Park	
Men's teams	\$462.00
Ladies' teams	\$318.00
Minor sports (per year)	\$2,652.00
Tournaments (per weekend) (pro-rated for smaller tournaments)	\$504.00
Fullarton Park	
Diamond Fee – each	\$52.00
Dublin Park	
Diamond Fee - each	\$30.00
Cromarty Park	
Diamond Fee - season	\$258.00

Schedule F to By-law 19-2020

Mitchell Domestic Landfill	
Garbage in Bags	\$2.50
Weighed Waste	
• Minimum Charge	\$10.00
• Household and General Waste	\$74.00 mt
• Asphalt Shingles	\$74.00 mt
• Drywall	\$74.00 mt
• Mixed Loads	\$148.00 mt
• Wood Products < 200 kg	No Charge
• Wood Products > 200 kg	\$3.00/100 kg
• Scrap Steel	No Charge
• Yard Waste	No Charge
• E-waste	No Charge
• Bale Wrap	\$75.00 mt
• Impacted Soils	\$74.00 mt
Freon Appliances(tagged)	\$10.00
Freon Appliances (untagged)	\$50.00
Mattress or Box Spring	\$10.00 per item
Couch or Chair	\$10.00 per item
After Hours Access Fee	\$100.00 per entry plus applicable fees
Waste Bins (yearly costs)	\$101.00 120 L
	\$141.00 240 L
	\$181.00 360 L
Recycle Bins (yearly costs)	N/C 240L
	N/C 360L
Composter	\$50.00 plus HST
Composter (green cone digester)	\$135.00 plus HST

Schedule G to By-law 19-2020

Operations Department	
Street sweeper (all prices are per hour unless otherwise indicated)	\$85.00
Grader	\$105.00
Rubber tire backhoe	\$90.00
Tandem dump truck	\$85.00
1 ton dump truck	\$65.00
Water truck	\$80.00
Pick-up truck	\$35.00
Tractor	\$80.00
Tractor with mower	\$90.00
Trackless 2,000 sidewalk machine	\$85.00
Leafer and machine	\$55.00
Lawn mowers	\$70.00
Weed sprayer	\$40.00
Kwik cut saw (no blade) (per day)	\$30.00
Plate tamper (per day)	\$55.00
1 ton with brush chipper	\$90.00
Foreman with pick-up	\$75.00
Labourer	\$35.00

Schedule H to By-law 19-2020

Monthly Meter Charge	Water	Wastewater
Residential	\$27.59	\$32.14
Commercial	\$36.30	\$42.29
Consumption/Usage Charge	Water	Wastewater
Residential	\$0.82	\$0.96
Commercial < 135 m ³	\$1.25	\$1.46
Commercial > 135 m ³	\$0.46	\$0.54
Monthly Water Meter Charge		
5/8"	N/A	
3/4"	\$2.70	
1"	\$9.49	
1.5"	\$34.34	
2"	\$59.18	
3"	\$83.78	
4"	\$129.43	
6"	\$201.12	
Miscellaneous Charges		
After Hours Emergency	Connect/Disconnect \$200.00	
Regular Hours Emergency	Connect/Disconnect \$200.00	
Regular Hours Non-Emergency	Connect/Disconnect \$50.00	
Temporary Seasonal Suspension of Account	Connect/Disconnect \$100.00 Turn Off \$100.00 Turn On	
Reactivation of Closed Account	\$125.00	
Meter Replacement	Owner's Misuse - Time & Material	
Water Meter Testing-Customer's Request	If no problems found - Time & Material If a problem is found - No Charge	
Repair of Frozen Water Meters	Time & Material	
House Sewer Repairs	Time & Material	
Hydrant Installation & Maintenance	Time & Material	
Missed Appointment Fee	\$25.00	
Connection Charge	New Service – Time & Material * Minimum charge of \$500.00	
Temporary Construction Water per Service	\$100.00 per service	
Lawn/Sod Watering or excessive usage while connected to Temporary Construction Water	\$250.00 Penalty as determined by the Municipality	
Failure to install water meter within Six Months of connecting to Temporary Construction Water	\$250.00 Penalty	
Bulk Water	\$0.86/m ³	
Sewer Surcharge	116.5% of water charge	

Schedule I to By-law 19-2020

Municipal Address	Replacement Sign Only	\$15.00
Municipal Address	Replacement Post and Sign	\$50.00

Schedule J to By-law 19-2020

Licencing	
Hawkers and pedlars license (resident of West Perth) (per year)	\$100.00
Hawkers and pedlars license (non-resident) (per year)	\$250.00
Refreshment Vehicle (per year)	\$250.00
Charitable Organization/ Community Event (Refreshment Vehicle)	No Charge
Taxicab Driver's Licence	\$100.00
Taxicab Vehicle Licence	\$100.00
Taxicab Transfer	No Charge
Taxicab Vehicle Plate Replacement	Replacement Cost

Schedule K to By-law 19-2020

Municipality of West Perth Planning Fees	
Official Plan Amendment Application (Mitchell Ward only)	
Fee	\$1,250.00
Plus Recovery of Third Party Fees*	
Zoning By-law Amendment Application	
Fee	\$1,250.00
Plus Recovery of Third Party Fees*	
Removal of (H) Symbol from Zoning	
	\$200.00
Minor Variance Application	
Fee	\$750.00
Refund Policy Minor Variance	
(a) Prior to Committee of Adjustment meeting	\$250.00
(b) After Committee of Adjustment meeting	\$0.00
Part Lot Control	
	\$750.00
Refund policy- Planning	
(a) Withdrawal	\$700.00
(b) After Public Meeting	\$0.00
Encroachment Agreement	
	\$400.00
Planning Documents	
• Official Plan for Mitchell	\$50.00
• County of Perth Official Plan	\$75.00
• Comprehensive Zoning By-law	\$50.00
• Subscriptions (update of consolidations)	\$50.00
Agreements	
Site Plan Agreement	
Fee New	\$750.00
Fee Renew	\$350.00
Fee Associated with a Plan of Condominium	\$2,500
Plus Recovery of Third Party Fees*	
Deposit	\$5,000.00
Subdivision Agreement	
Fee	\$2,500.00
Plus Recovery of Third Party Fees*	
Deposit: 6 or less units	\$2,000.00
Deposit: 7 or more units	\$5,000.00
Less 5% Administration Fee	
Lot grading deposit (at time of Building Permit) (less 5% Administration fee) – Operations	\$2,000.00
Deeming By-laws	
	\$250.00
Zoning Compliance Certificate	
	\$60.00
Cash in Lieu of Parkland	\$500.00
Registration of Any Required Documents	Cost Recovery

*Recovery of Third Party Fees including but not limited to planners, engineers, solicitors, conservation authorities etc. shall be recovered at cost.

**By-laws including but not limited to Sign By-law, Development Charges By-law

Schedule L to By-law 19-2020

**Fire Department Administration
Fee Schedule**

Service	Description	Detail	
Letters	Compliance / Clearance Letter Fire Investigation Report	Letters and/or copies of reports requested by or for; lawyers, insurance companies, real estate brokers, builders, request at sale of property.	\$92.30
Fire Inspections	By Request	Per report	\$92.30
Inspection Orders	Preparation of an Inspection Order under Section 21 of the Fire Protection & Prevention Act	To cover the cost to prepare an Inspection Order due to fire safety issues.	\$138.45
Air Bottle Refills	Filling air bottles for non fire services	Per Bottle	\$8.00
False Alarms	Monitored Automatic Fire Alarm Systems	Calculated Based On Actual Costs to Attend	Cost Recovery
Additional firefighting resources	FD incurs additional expenses (chemicals, foams, devices, absorbent material)	All additional costs incurred	Cost Recovery
Use of heavy equipment	Where a building, or part of a building, has to be pulled down due to safety; to assist with firefighting and / or a fire investigation	All additional costs incurred	Cost Recovery
Motor Vehicle Collision	MTO roads	Current Ministry of Transportation Vehicle Accident Rate (MTO) - Effective November 1, 2019 (Per hour/truck – maximum of 3 trucks)	\$485.00
Clean up of hazardous materials spills	Clean up material and / or use of an outside contractor	Current Ministry of Transportation Vehicle Accident Rate (MTO) - Effective November 1, 2019 Hourly rate plus cost of materials used	\$485.00
Securing of Premises after an alarm	Use of an outside contractor	All costs to secure premises	Cost Recovery

Administration and Enforcement of Spills Act and Transportation of Dangerous Goods Act

The cleanup of hazardous material spills shall be charged at the Ministry of Transportation (MTO) rate plus the costs of any cleanup materials or contractors used in the clean up and shall be payable by the person or persons creating or causing such spills as determined at the sole discretion of the Fire Chief of the Municipality of West Perth Fire Department

Securing of Premises

Securing of premises after a fire (i.e. by sealing or boarding of doors and windows, etc.) shall be charged at an hourly rate plus the current level of overhead and materials used. If firefighters are employed for barricading the rate shall be the current hourly rate of the department per firefighter and such charges shall be payable by the owner or owners of the premises. If a situation arises where the building or part of the building is deemed unsafe and has to be pulled down the actual costs for the equipment and labour will be the responsibility of the owner or insurance agent of the property.

Additional firefighting resources

In the event the fire department has to use more than 10 gallons of foam firefighting agent, more than 40 lbs of dry chemical agent or any absorbent booms / socks / pads, the replacement costs will be the responsibility of the owner of the property or insurance agent of the property.

Schedule M to By-law 19-2020

Police Services Fees

<u>Service Charges:</u>	<u>Fee</u>	<u>Total Fee</u>
Criminal Record Checks (Volunteer)		No Charge

False Alarms Policy:

1. Definitions:

“Alarm System” means any device which when activated transmits a signal or message to an alarm business;

“Alarm Monitoring Business” means any person or persons who engage in the business of monitoring alarm systems;

“False Alarm” means the activation of an alarm system where no emergency or evidence of criminal activity exists at the premises at which the alarm system is installed and includes the activating or testing of an alarm without notification and alarms triggered by natural causes or conditions;

2. a) A call made from a Monitoring Alarm Business to the Ontario Provincial Police (OPP) regarding the activation of an alarm at a property within the Municipality of West Perth will generate a call for service and initiate a police response. A status of “False Alarm” will be generated for this call for service under the following circumstances: If the responding officer(s) are cancelled by the Alarm Monitoring Business or the subject property owner/occupier while responding to the call; when the alarm has been determined by the OPP to be preventable; when the Alarm System malfunctioned due to improper installation or maintenance; when the alarm resulted from a malicious act by the owner/ occupier of the property.

b) Procedures and Fees:

- 1) First False Alarm- OPP records incident and notifies the Municipality. Municipality records incident, property owner name and date in False Alarm directory;
- 2) Second False Alarm- OPP notifies the Municipality. Municipality records incident, property owner name and date in False Alarm directory. Municipality sends letter to property owner indicating possible financial implications;
- 3) Third False Alarm- OPP notifies the Municipality. Municipality records incident, property owner name and date in False Alarm directory. A \$300.00 fee will be billed to the property owner by the Municipality;
- 4) Fourth False Alarm- OPP notifies the Municipality. Municipality records incident, property owner name and date in False Alarm directory. A \$400.00 fee will be billed to the property owner by the Municipality;
- 5) Fifth and each subsequent False Alarm- OPP notifies the Municipality. Municipality records incident, property owner name and date in False Alarm directory. A \$500 fee will be billed to the property owner by the Municipality;

The property owner and occupier (as applicable) shall be jointly and severally responsible to pay required fees, as invoiced to the property owner, by the Municipality. Outstanding balances will be transferred to property tax accounts by the Municipality, in accordance with the terms of Section 398 of the Municipal Act, S.O. 2001, c.25.

- c) After an alarm response year (calendar year), the False Alarm directory shall be revised so that the fees apply as though there had been no previous False Alarms.