

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 2024-69
FOR THE YEAR 2024**

BEING A BY-LAW TO ESTABLISH FEES AND CHARGES TO BE COLLECTED IN THE TOWNSHIP OF SOUTH GLENGARRY.

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every council are to be exercised by by-law.

AND WHEREAS the *Municipal Act, 2001*, c.25 s. 391 (1) permits a municipality to impose fees and charges for services and activities provided;

AND WHEREAS the *Planning Act R.S.O. 1990* Section 7 permits the Council of a municipality to establish a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS Part VIII, section 35 of the *Fire Protection and Prevention Act 1997 S.O. 1997*, as amended, provides that the Fire Chief or an assistant of the Fire Marshall may impose the fees and charges for services or activities stemming from a fire department;

AND WHEREAS the *Municipal Act, 2001*, c. 25 s. 398 authorizes a municipality to add unpaid fees and charges imposed by the municipality to the tax roll for which the owners are responsible for paying the fees and charges;

AND WHEREAS it is deemed desirable to establish a schedule of fees and charges for certain municipal services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:

1. **THAT** Council hereby establishes fees and charges as set out in Schedules attached hereto and forming part of this by-law.
2. **THAT** no request by any person for any information, service, activity or use of Township property described in the schedules attached hereto will be processed unless and until the person requesting the information, service, activity or use of Township property has paid the applicable fee in the prescribed amount.
3. **THAT** the fees as listed in the Schedules attached hereto shall be subject to Harmonized Sales Tax (HST) where applicable.
4. **THAT** Council has the authority to waive, reduce or otherwise vary a fee or charge by resolution of Council;

5. **THAT** the fees included in this by-law supersede any fees included in any other by-law passed by the Corporation of the Township of South Glengarry;
6. **THAT** should any part of this by-law, including any part of any Schedule attached hereto, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law be severable and that the remainder of the Schedules shall continue and operate and be in force and effect;
7. **THAT** this by-law shall come into force and take effect on January 1st, 2025.

READ A FIRST AND SECOND TIME THIS 21ST DAY OF OCTOBER 2024.

READ A THIRD AND FINAL TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 4TH DAY OF NOVEMBER 2024.

MAYOR:

CLERK:

SCHEDULE 'A' TO BY-LAW 2024-69

CORPORATE SERVICES

ITEM	FEE
Marriage Licence Fee	\$125
Marriage Solemnization Services	\$350 (\$200 payable to the officiant)
Marriage Solemnization Service (at Township office during business hours)	\$150
Freedom of Information Fees	\$5 + cost of search and reproduction of documents pursuant to R.R.O. 1990, Regulation 823)
Lottery Licence Fee	3% of prize value (per lottery event)
Commissioner of Oath Services	No Fee
Certified Copies	No Fee

SCHEDULE 'B' TO BY-LAW 2024-69

FINANCE

ITEM	FEE
Tax Certificate	\$50
Tax Certificate with Water Account	\$80
Addition to Tax Roll (Water Arrears)	\$20
Tax Sale Administration Fee	Actual costs/legal fees
Tax Sale Administration Fee - At Registration	Actual costs/legal fees
Tax Sale Administration Fee - At Sale	Actual costs/legal fees + \$200 for administrative costs
Tax Registrations	Actual costs/legal fees
Tax Sale Tender Package	\$25
Returned Payments (NSF Fee)	\$25
Interest Rate for Misc. AR (Per Month)	1.25%

SCHEDULE 'C' TO BY-LAW 2024-69

FIRE SERVICES

ITEM	FEE
Fire Code Compliance Letter	\$75 (HST applicable)
Records Search	\$75 (HST applicable)
Fire Code Compliance Inspection (all occupancy types)	\$75/hour (HST applicable)
Licencing Inspection (including liquor, private day care, etc.)	\$75/hour (HST applicable)
Non-Compliance Re-inspection	\$75/hour (HST applicable)
Motor Vehicle Collision or Fire Response within the Township of South Glengarry (Vehicles registered to non-residents)	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
False Alarm Response - 1st False Alarm response in any 6 Month Period	No charge
False Alarm Response – Subsequent False Alarm responses in any 6 Month Period	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Vehicle Standby (emergency standby)	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Ice/water Rescue Response	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Specialized Rescue Response	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Unauthorized or Non-compliant Fire Response	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Provide and Install Combination Smoke/Carbon Monoxide Alarm	\$100 per device (HST applicable)
Duties as authorized under the Fire Protection and Prevention Act (1997), including but not limited to fire investigation services, hoarding remediation and property security	Current MTO rate per hour per truck plus the cost of any consumables used (e.g. foam) (HST exempt)
For services provided on Roadways/Waterways/Right-of ways and/or Lands	Current MTO rate per hour per truck plus staff costs plus the cost of any consumables used (e.g. Absorbent, etc.) plus administration costs. (HST exempt)
Cost Recovery in the Application of the Fire Protection and Prevention Act	Current MTO rate per hour per truck plus the cost of any consumables used (e.g. Absorbent, etc.) (HST exempt)

Administration Costs	All associated costs (HST exempt)
Fire Safety Plan Review	\$75.00/hour
Propane Risk and Safety Management Plan Review	\$75.00/hour
Fire Safety Training	\$75.00/hour
Fire Extinguisher Training	\$100.00/hour
Inspection of Dry Hydrant	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum
Testing of Dry Hydrant	Current MTO rate per hour per truck (HST applicable) One (1) Hour minimum

SCHEDULE 'D' TO BY-LAW 2024-69

PLANNING

ITEM	FEE
OFFICIAL PLAN AMENDMENTS (OPA)	
Processing Fee	\$1500
ZONING BY-LAW AMENDMENTS	
Standard Application	\$1500
Condition of Consent	\$1200
Holding Removal	\$750
Temporary Use	\$1500
PLAN OF SUBDIVISION & AGREEMENT	
Application Fee	\$2500
Agreement	\$1500
Legal Fees	At Cost
Agreement Amendment	\$1000
Extension Review Fee & Letter	\$100
SITE PLAN CONTROL	
Application Fee	\$2000
Amendment	\$1000
CONSENT	
Review Fee	\$500
PARKLAND	
Cash-in-Lieu (consent only)	\$2000
COMMITTEE OF ADJUSTMENT	
Minor Variance	\$600
PART LOT CONTROL EXEMPTION	
Application Fee	\$500
RELEASE OF SECURITIES	
Base Fee	\$100
CONDOMINIUM	
Application Fee	\$2500
Exemption Application	\$500
RENEWABLE ENERGY PROJECTS	
Projects less than 10 kw	\$100
Projects greater than 10 kw and less than 1 mw	\$500
Projects greater than 1 mw	\$1000
MISCELLANEOUS	
Compliance Report	\$75
Radiocommunication Towers	\$1000
ENCROACHMENT AGREEMENT	
Base Fee	\$250
Legal Fee	At Cost
Registration Fee	At Cost

SCHEDULE 'E' TO BY-LAW 2024-69

INFRASTRUCTURE SERVICES

ITEM	FEE
Entrance Permit	\$100
Road Cut	\$150 (\$2000 deposit)
Municipal Consent	Per Agreement
Work in Right of Way	\$50
Ditch In-Fill	\$200
Garbage Tags	\$3
Mailing Fee	\$2
Ozone Depleting Substance Units	\$150 decommissioning fee
Landfill Registration	\$20
RECYCLABLE LANDFILL ITEMS	
Tires (with or without rims)	Free
Electronics (TV, computer, phones, etc.)	Free
Leaf and Yard Waste	Free (brush, stumps, and wood must be under 7.5 cm in diameter)
Woodchips	Free
Christmas Tree	Free

SCHEDULE 'F' TO BY-LAW 2024-69

LANDFILL FEES

Fee	Car	Van	1/2 Ton Truck	Utility Trailer – Single Axel	Utility Trailer – Double Axel	1 Ton Truck	Hay Wagon	Hydraulic Dump Trailer	Single Axel Truck (20 cubic yard roll off container)	Tandem Truck (30 cubic yard roll off container)	Tractor Trailer Unit (40cubic yard roll off container)
Regular Unsorted Waste	\$20	\$20	\$25	\$30	\$40	\$60	\$60	\$100	\$300	\$500	\$600
Branches and Stumps (over 7.5cm in diameter)	\$30	\$30	\$35	\$40	\$50	\$70	\$70	\$70			
Residential Construction Materials	\$30	\$50	\$50	\$50	\$70	\$100	\$100	\$250			

SCHEDULE 'G' TO BY-LAW 2024-69

PARKS, RECREATION AND CULTURE

Applicable taxes are included.

Current Facility Rental Form must be completed, as required.

ITEM	FEE
Char-Lan Recreation Centre – Arena	
Prime Time – Weekdays after 4:30 pm and Saturday & Sunday	\$200 per hour
Non-Prime Time – Daytime Monday to Friday 8:00 am to 4:30 pm	\$150 per hour
Youth Non-Profit	\$140 per hour
Training Ice (booked within 24 hours of the rental)	\$80 per hour
School	\$90 per hour
Optimist Club Rate	\$60 per hour
Sponsored Public Skate	\$80 per hour
Summer rate (floor rental) – Including Bar	\$350 full day
Summer rate (floor rental) – No Bar	\$250 full day
Summer rate (floor rental) – Sports	\$80 per hour
Lobby Television Ads	\$100 per year
Char-Lan Recreation Centre – Tartan Hall	
Community Hall – Including Bar	\$350 per day / \$60 per hour (3 hr event minimum)
Community Hall – No Bar	\$150 per day / \$25 per hour (3 hr event minimum)
Meetings/Programs	\$25 per hour
Non-licenced rental that is accompanied by ice rental as approved by Township official	No charge – 3 hour maximum
Township approved Service Clubs and Community Not-for-Profit Clubs – licenced	\$250 per day / \$50 per hour (3 hr event minimum)
Township approved Service Clubs and Community Not-for-Profit Clubs – non-licenced	\$100 per day / \$25 per hour (3 hr event minimum)
Char-Lan High School and Williamstown Public School events	No Charge
Martintown Community Centre Hall	
Community Hall – Licenced	\$250 per day / \$50 per hour (3 hr event minimum)
Community Hall – Non-Licenced	\$100 per day / \$25 per hour (3 hr event minimum)
Meetings/Programs	\$25 per hour
Martintown Goodtimers	\$2,000 per year
Township approved Service Clubs and Community Not-for-Profit Clubs – licenced and non-licenced	\$75 per day / \$20 per hour (3 hr event minimum)
Patio and Park Rental – with limited indoor access	\$20 per hour / \$100 full day
North Lancaster Optimist Hall and Green Valley Community Hall	
Community Hall – Licenced	\$150 per day
Community Hall – Non-Licenced	\$75 per day
Meetings and Programs	\$20 per hour
Township approved Service Clubs and Community Not-for-Profit Clubs – licenced and non-licenced	\$50 per day
Smithfield, Paul Rozon and Jack Danaher Park Buildings	
Park Building	\$75 per day

Meeting and Programs	\$15 per hour
Township approved Service Clubs and Community Not-for-Profit Clubs	\$50 per day
Park and Sport Field Rentals	
Park/Pavillion Rental	\$50 full day
Baseball Diamond Seasonal	\$160 – 1 game per week for the season \$200 – 2 game per week for the season
Baseball Diamond Per Game	\$25 per game
Baseball Diamond Tournament	\$150 full day tournament
Soccer Field Seasonal	\$160 – 1 game per week for the season \$200 – 2 game per week for the season
Soccer Game	\$25 per game
Soccer Tournament	\$150 full day tournament
Court Rentals Seasonal	\$100 – 1 game per week for the season \$130 – 2 game per week for the season
Court Rentals Per Game	\$15 per game
Court Rentals Tournament	\$75 full day tournament
Program Fees	
Minor Soccer	\$60
Minor Baseball/T-ball	\$60
Minor Ball Hockey	\$60
Programming at Char-Lan High School	No Charge
Administration Fees – Refund	\$15 per refund
Additional Fees	
Set Up Fees	\$30 per rental
Damage Charges	Cost Recovery Basis
Rentals Requiring the presence of a Township Employee	\$30 per hour per employee
Events requiring a security guard	Actual Costs
Firefighter Association Rentals (licenced and non-licenced)	Free – community hall rentals

Ice Rentals

- Prime time ice shall be from 4:30 p.m. to closing Monday to Friday, all day Saturday and Sunday. Non-prime time ice shall be Monday to Friday before 4:30 p.m.
- The Facility is closed on Christmas Day, Boxing Day, New Year's Day and Good Friday.

Hall Rentals

- Not-for-profit organizations located within the Township of South Glengarry will be permitted to book the community centers free of charge for a maximum of 12 meetings per year provided that sales are not performed and profits are not generated. These free rentals do not include a set up or tear down of furniture.

All Rentals

- All rentals must be paid in full prior to utilizing the facilities. Without payment being received, the lessees will not be permitted to utilize the facility.
- All cancellations for previously reserved bookings must be received by the Recreation Department 10 days in advance. Without 10 days notice, the lessee will be charged for the rental as per the rental agreement.
- Rental fees will be waived if cancelled due to inclement weather.

Char-Lan Recreation Centre – arena floor (summer), and Tartan Hall

- These facilities will be available to the Upper Canada District School Board free of charge for graduation ceremonies, examination periods, and school events, for Char-Lan District High School and Williamstown Public School.
- The Char-Lan Recreation Centre floor surface will be available at no charge to the local Air Cadets organization as well as the Optimist Club for the Optimist Bike Rodeo
- The Char-Lan Recreation Centre will be available free of charge for the Glengarry Sports Hall of Fame and Glengarry Agricultural Hall of Fame Functions