THE CORPORATION OF THE TOWNSHIP OF MINDEN HILLS

BY-LAW NO. 11-82

Being the Comprehensive Fees & Charges By-law

For the Township of Minden Hills Programs & Services

WHEREAS the Municipal Act, 2001, c. 25, S. 391 (1) provides that a municipality may pass a by-law to impose fees or charges

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF MINDEN HILLS ENACTS AS FOLLOWS:

1. That fees and charges as set out in the schedules to this By-law shall be imposed.

2. That Schedule A to this by-law be the schedule of fees related to the Building Department in accordance with the *Building Code Act of Ontario*, Section 7; and

   That Schedule B to this by-law be the schedule of fees related to the Administration in accordance with the Municipal Act; and

   That Schedule C to this by-law be the schedule of fees related to Fire Services in accordance with the Municipal Act; and

   That Schedule D to this by-law be the schedule of fees related to the Cultural Centre Programs and Facilities in accordance with the Municipal Act; and

   That Schedule E to this by-law be the schedule of fees related to the Roads Department in accordance with the Municipal Act?

   That Schedule F to this by-law be the schedule of Fees related to the Planning Department in accordance with the Planning Act; and

That Schedule G to this by-law be the schedule of fees related to the Cemetery in accordance with the Cemeteries Act; and

That Schedule H to this by-law be the schedule of fees related to the Parks and Recreation Programs and Facilities in accordance with the Municipal Act; and

That Schedule I to this by-law be the schedule of fees related to Environment & Property Operations – Water, Sewer and Landfill in accordance with the Municipal Act.

3. That By-laws 10-08, 10-28, 10-67, 11-14 and 11-62 are hereby repealed.

4. That the by-law takes effect upon final passing.

READ A FIRST, SECOND AND THIRD TIME, this 29th day of September, 2011.

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Head of Council

_____

Interim Clerk

SCHEDULE "A"

Classes of Permits & Fees - Building

Class	**Existing Fee**	**Change Proposed 2011 Fee**
To construct a dwelling OR addition to a dwelling plus buildings used for human habitation i.e. bunkies, private cabins	Plumbing excluded $0.50/ sq. ft.	
To construct an accessory building OR addition to an accessory building	$.40/sq. ft.	
To wreck or demolish a building	$100.00	
To construct a deck	$100.00	
To construct a commercial or industrial building	$0.70/sq. ft.	
To construct a tent over 60 sq. m	$100.00	
To transfer an existing permit	$100.00	
To change use of a building	$100.00	
To construct a foundation	$0.30/sq. ft.	
To install a swimming pool	$50.00	
Solid Fuel burning Appliance/HVAC System/ Chimney	$100.00	
Agricultural Building	$0.30/sq. ft.	
Minimum Fee for any Building Permit	$100.00 unless specified otherwise	
Plumbing Permit	$100.00 dwellings $100.00 + $5/fixture ICI Basic Fee of $75 when plumbing is in conjunction with other construction	
To renovate an existing building	$0.25/sq. ft. – dwellings $0.35 sq. ft. – ICI	
Permit Renewal Fee	$150.00 + standard Permit fee	
Building without a permit	1 x Standard Fee	
Re-Inspection Fee	$100.00	
Re-Activation Fee	$300.000	

SCHEDULE "B"

Administration

SERVICE	EXISTING FEE	CHANGE PROPOSED 2011 FEE
Commissioning of Documents	$10.00	
Certification of Documents	$5.00	
Township Pins	$1.00	
Photocopies	$.50 per page	
Township Flags	$50.00 each	
Small Maps	$2.20 each	
Large Maps	$2.76 each	
County Maps	$1.15 each	
Lottery Licenses: Bingo: Raffle: Break Open Tickets: Bazaar	$5.00 per event 3% of the value of the total prize to be awarded 3% of the prize value to be awarded 3% of the prize value to be awarded plus $10.00 per day, per wheel	
Tax Certificate	$25.00	
NSF Returned Cheque	$25.00	
Compliance Letter	$50.00	
MARRIAGE		
Marriage Licence	$100.00	
Civil Marriage Solemnization – During Normal Business hours	$150.00	
Cancellation Fee	$50.00	
Civil Marriage Solemnization – Outside Regular Office Hours (Evenings & Weekends)	$200.00	
Rental of Council Chambers	$50.00	
Rehearsal Fee	$50.00	
Travel Fee – Outside Minden Hills	$50.00	

SCHEDULE “C”

Fire Department Services

SERVICE	EXISTING FEE	CHANGE PROPOSED 2011 FEE
Fire Incident Report	$50.00 payable upon receipt of the report	
Fire Inspections	$75.00 payable before inspection commenced	
Burning Permit – Daytime	$50.00 payable upon receipt of permit	

Outdoor Burning Fees (Costs Incurred: Pumper: Tanker: Rescue Van: 4 x 4 Utility: Personnel	 $350.00 for the first hour; and $175.00 for each hour thereafter $350.00 for the first hour; and $175.00 for each hour thereafter $50.00 $50.00 per hour Pursuant to the current hourly rates in effect	
Response to motor vehicle accidents on Provincial Highways	Fee pursuant to schedule established by the Ministry of Transportation	
Responses to all other motor vehicle accidents, including Motor Vehicle Fires & Watercraft incidents Equipment: Personnel: Non- Emergency Services Rendered	$350.00 first hour or part thereof per piece of equipment. $175.00 each additional half hour or part thereof per piece of equipment Pursuant to the current hourly rates in effect $350.00 flat rate where services are not required nor provided Plus any additional charges incurred by the Township of Minden Hills	

SCHEDULE "D"

Cultural Centre Programs & Facilities

SERVICE	EXISTING FEE	CHANGE PROPOSED 2011 FEE
Membership/year		
Individual	$25.00	
Family	$35.00	
Friend	$100.00	
Facility Rentals		
Centre Grounds	$100.00 per day	
Common Room ½ day	$30.00	$35.00
Common Room – Full Day	$50.00	$60.00
Bowron House – ½ day	$30.00	
Bowron House – Full day	$50.00	
Log Church	$50.00 per day	
RD Lawrence Place ½ day	$30.00	
RD Lawrence Place – Full day	$50.00	
Gallery Space	$100.00 per day	
Rotary Room ½ day	$30.00	$35.00
Rotary Room full day	$50.00	$60.00
Note: Rental Fees are based on use during regular open hours. An additional fee of $20.00 per hour applies to use after 5:00 p.m. with the exception of the Common Room		

Centre Admission – Adult: Child: 13+: Senior/Student: Child 12 & under: Family: Member: School Group: Tour Group: (10 – 20 people) (21 – 50) Tour & Talk	 $2.00 $1.00 $1.00 Free $5.00 Free $20.00 $35.00 $75.00	 $3.00 $2.00 $2.00 $6.00 Free $100.00

SCHEDULE "E"

Roads Department

SERVICE	EXISTING FEE	CHANGE PROPOSED 2011 FEE
Entrance Fee (Driveway)	$100.00	$150.00
Work on Township Right-of-Way	$100.00 as per Policy #27	

Construct Road on Right-of-Way	$500.00 as per Policy #32	

SCHEDULE "F"

Planning Department Fees

SERVICE	FEE	CHANGE PROPOSED 2011 FEE
Minor Variance Non-refundable fee to be filed with the application Amendment requiring recirculation Amendments without recirculation	$700.00 $200.00 $100.00	
Zoning By-law Amendments – Total Cost Deposit to be filed with the application Non-refundable administration fee included in cost deposit	$2,500.00 $500.00	
Official Plan Amendments – Total Cost Deposit to be filed with the application Non-refundable administration fee included in cost deposit	$2,500.00 $750.00	

Combined Official Plan Amendment and Zoning By-law Amendment – Total cost deposit to be filed with the application Non-refundable administration fee included in the cost deposit	$5,000.00 $1,000.00	
Shoreline Road Allowance – Total Cost Deposit to be filed with the application Non-refundable administration fee included in cost deposit	$1,250.00 $500.00	
Road Allowance Total Cost Deposit to be filed with the application Non-refundable administration fee included in cost deposit Non-refundable preliminary consultation fee included in cost deposit	$1,250.00 $225.00 $300.00	
Severance Non-refundable administration fee Non-refundable Pre-consultation fee Non-refundable administration fee to process right-of-way applications	$150.00 $300.00 $250.00	

Plan of Subdivision Total Cost Deposit to be filed with application Non-refundable fee included in cost deposit	$5,000.00 $1,000.00	
Deeming By-law Non-refundable fee to be filed with the application	$250.00	
SRA Occupation Non-refundable fee to be filed with the application	$250.00	
Preliminary Development Agreement – Cash Deposit	$5,000.00	
Site Plan Approval Total cost deposit to be filed with the application	$2,000.00	
Holding Provision Total cost deposit to be filed with the application Non-refundable administration fee included in cost deposit	 $1,500.00 $500.00	
Temporary Use By-law Total Cost Deposit to be filed with the application Non-refundable Administration Fee included in cost deposit	$1,500.00 $500.00	
Zoning By-law & Official Plan Sales	$25.00 text only $15.00 CD	

SCHEDULE "G"

CEMETERY

(Subject to Ministry Approval)

Note: All fees are subject to applicable taxes & fees

SERVICE	CURRENT FEE (2011)	PROPOSED FEE
Note: All fees are subject to applicable taxes & fees (HST)		
Interment Rights		
Interment rights in a regular lot (includes 4 cornerstones). Bethel Cemetery: Gelert Cemetery: Minden Cemetery: Twelve Mile Cemetery:	$750.00 $750.00 $850.00 $950.00	No change
Non-Resident Surcharge on Interment Rights in a Regular lot: Bethel Cemetery: Gelert Cemetery: Minden Cemetery: Twelve Mile Cemetery:	$750.00 $750.00 $850.00 $950.00	No change
Interment rights in Cremation lots: All Cemeteries:	$250.00	No change
Non-Resident Surcharge on Interment Rights in a Cremation lot, All Cemeteries:	$250.00	No change

Interment rights in Columbaria Niches: Top Row 2nd Row 3rd Row Bottom Row	N/A N/A N/A N/A	**Minden Cemetery** **$950.00** **$900.00** **$850.00** **$800.00**	**Twelve Mile Cemetery** **$1000.00** **$ 950.00** **$ 900.00** **$ 850.00**
Non-Resident Surcharge on Interment Rights in a Columbaria Niche: Top Row 2nd Row 3rd Row Bottom Row	N/A N/A N/A N/A	**Minden Cemetery** **$950.00** **$900.00** **$850.00** **$800.00**	**Twelve Mile Cemetery** **$1000.00** **$ 950.00** **$ 900.00** **$ 850.00**
Opening & Closing			
Opening & Closing Fee - All Cemeteries: Adult Casket: Infant/Child Casket: In-ground cremains: Columbaria Niche	 $375.00 $187.50 $135.00 N/A		 No change No change No change **$135**
Saturday Interment Surcharge:			
Adult Casket: Infant/Child Casket: Cremation:	$187.50 $ 93.75 $ 67.50		No change
Late Interment Surcharge			

Scheduled for after 3 p.m. weekdays or after 1 p.m. Saturdays	$ 75.00	No change
Disinterment		
Adult Casket: Infant/Child Casket: Cremation:	$375.00 $187.50 $135.00	No change

Marker Installation		
Removal of Sod for Flat Markers	$ 75.00	No change
Installation of Cornerstones	$ 75.00	No change
Foundation installations	$250.00	No change
Purchase of Cornerstones		
All Cemeteries	$125.00	No change
Purchase of Niche Engraving		
Niche lettering	N/A	**$500.00**
Niche year-of-passage	N/A	**$300.00**
Marker Care & Maintenance		
Flat (at least 173 sq. inches) Upright (<4 ft in any dimension) per square inch Upright (>4 ft. in any dimension)	$ 50.00 $100.00 $ 200.00	No change
Storage Fee		
Storage in Twelve Mile Vault (waived with purchase of interment rights)	$ 0.00	No change

Administrative Fees		
Change of interment rights	$ 15.00	No change
Out-of Town Death Registrations	$ 10.00	No change
Burial Registration	$ 10.00	No change

Definition of "Resident" with respect to the charging of Non-Resident Surcharge on lot Purchases:

An individual who owns property in the County of Haliburton at the time the purchase is made; or an individual who makes their primary place of residence within the County of Haliburton at the time the purchase is made; or an individual who filled one of the previous criteria but has sold or relocated outside of the County of Haliburton within the previous twenty-four months in order to receive the long-term care they require, or at the discretion of the Cemetery Board.

Definition of Interment Rights for 4'x10' full lot:

Includes rights to inter up to 1 casket + 2 cremains or 4 cremains. Identity of intended interred must be declared at the time of purchase, or administrative service charge applies. 40% of fee is transferred to Care & Maintenance Trust Fund as per legislation. Plot is multiple adjacent lots.

Definition of Interment Rights for 2'x2' cremation lot:

Includes rights to inter up to 2 cremains. Identity of intended interred must be declared at the time of purchase, or administrative service charge applies. 40% of fee is transferred to Care & Maintenance Trust Fund as per legislation.

Definition of Interment Rights for 12"x12"x12" Columbaria Niche:

Includes rights to inter maximum 2 cremains in one columbaria niche.

SCHEDULE “H”

Community Services Programs & Facilities

SERVICE	FEE	PROPOSED 2011 FEES
Note: All fees are subject to applicable taxes & fees (e.g. HST, SOCAN)		
Ice Rates		

Out of Town/For Profit surcharge (any time, any rate)	$15	unchanged
Regular Season (Labour Day through Easter)		
Ticket Ice Rate per hour*	$60.00	unchanged
Minor Ice Rate per hour	$75.00	unchanged
Regular Ice Rental per hour	$105.00	unchanged
Tournament Ice per hour	$115.00	unchanged
Summer Season (Start-up to Labour Day)		
Regular Ice per hour	$135.00	unchanged
Minor Ice Rate per hour**	3 for price of 2	unchanged
Bulk rate (>20 hrs per week)***	$130.00	unchanged
Tournament Ice per hour	$140.00	unchanged
Rink Area Rates		
For Profit Organization Rental per day/night	$1,000.00	unchanged
Rental per day or night	$630.00	unchanged
Special Occasion Permit Surcharge	$200.00	unchanged
Rental with Municipality-run Bar	$500.00	unchanged
Floor Activity (eg. Ball hockey, lacrosse, roller derby) per hour	**N/A**	**$40**
Dressing Room Rates		
Two dressing rooms included with each hour of ice rental	No charge	unchanged
Dressing room key deposit	$5.00	unchanged
Figure Skating club office space	No charge	unchanged
Fairground Rental		

Full fairground per day, including washrooms	$300.00	unchanged
Subsequent consecutive days (2nd, 3rd, etc.)	$175.00	unchanged
1/2 fairground per day, including washrooms	$150.00	unchanged
1/2 fairground subsequent consecutive days	$87.50	unchanged
Permanent Washroom (located in upper fairgrounds)	$100.00	unchanged
Horse Ring Rental-Association Day Rate	$50.00	unchanged
Horse Ring Rental-Day Rate	$100.00	unchanged
Permission to host overnight Camping	TBD	unchanged
Ball Diamonds (Lower Washrooms Included)		
Tournaments per day		
Multiple diamonds (up to 3)	$300.00	unchanged
Multiple diamonds subsequent consecutive days	$200.00	unchanged
Single diamond	$150.00	unchanged
Single diamond subsequent consecutive days	$75.00	unchanged
Ball League per game		
Adult recreational	$16.00	unchanged
Youth recreational	$10.00	unchanged
Youth competitive	$12.00	unchanged
Lights surcharge	$8.00	unchanged
OTHER		
Erection of fencing for beer tents	$300.00	unchanged

Extra maintenance surcharge for extraordinary messes	$100.00	unchanged
30x60 Marquee tent per set-up/take down	$600.00	unchanged
Out of municipality travel charge	$50.00	unchanged
10x20 or 10x30 tents per set-up/take down****	$75.00	unchanged
10x10 pop-up shelter****	$15.00	unchanged
Room Rental Rates		
Room 1		
Day Rate (8am-5pm)	$157.50	unchanged
Night Rate (5pm-1am)	$210.00	unchanged
4 hour rate (minimum charge)	$105.00	unchanged
Kitchen, Day or Night Rate	$57.75	unchanged
Room 2		
Day or Night Rate	$131.25	unchanged
4 hour Rate (minimum charge)	$70.00	unchanged
Room 3		
Day or Night Rate	$110.25	unchanged
4 hour Rate	$57.75	unchanged
Room 1 & 2		
Day or Night Rate	$210.00	unchanged
4 hour Rate	$175.00	unchanged
Room 2 & 3		
Day or Night Rate	$180.00	unchanged
4 hour Rate	$125.00	unchanged
Full Auditorium (Rooms No. 1, 2, 3 and Kitchen)		
Day Rate Rental	$241.75	unchanged
Night Rate Rental	$293.75	unchanged
Special Occasion Permit Surcharge	$100.00	unchanged
Municipality-run Bar	$210.00	unchanged

Full Auditorium booking deposit (non-refundable)	$100.00	unchanged
Scout Hall		
Day or Night rate	$110.25	unchanged
4 hour rate	$57.75	unchanged
Birthday Party Rate (3 hours max) (self-cleanup)	**$25.00**	unchanged
Other Charges		
Friday Night set up for weekend function	$125.00	unchanged
Coffee/Tea/Pop provision		
30 cup pot	$17.50	unchanged
100 cup urn	$35.00	unchanged
Unlimited pre-mixed pop	$55.00	unchanged
Chafing dish rental*****	$16.00	unchanged
Place setting rental (dinner plate, side plate, bowl, cup, saucer, cutlery)*****	$1.50	unchanged
Wine glass rental per glass*****	$0.30	unchanged
Audio/Video Requirements		
DVD Player Rental	$5.00	unchanged
LCD Projection unit	$25.00	unchanged
Phone Line required (per day)	$20.00	unchanged
Portable PA system (per day)	$25.00	unchanged
Off-site event table rental (pick-up only)	$5.00	unchanged
Off-site event chair rental (pick-up only)	$1.00	unchanged
Liquor/Beer sales		
Beer per serving	$4.50	unchanged
Coolers per serving	$5.50	unchanged
Liquor per serving	$5.50	unchanged
Wine per glass	$4.50	unchanged

Wine per bottle	$15.00	unchanged
Corkage for special order wines, per bottle	$8.00	unchanged

The Community Services Department reserves the right to set a reasonable charge for community activities such as public skating, movie presentations,

special events, etc.

* Ticket Ice rates apply Monday-Friday before 4pm. During Christmas and March School Holidays, ticket ice rates apply Monday-Friday before 12pm.

** Calculated monthly (no carry-over between months)

***** 50% non-refundable deposit per week required by May 15 to secure start-up.**

**** Rotary & Township events excepted.

***** 25% Deposit (Minimum $20) required against loss or breakage

Irondale Community Centre Fees and Charges		
Centre rental per hour	N/A	**$10.00**
Entire property per day	N/A	**$100.00**
Entire property per ½ day	N/A	**$60.00**
48 hour Tent Rental	N/A	**$250.00**
Additional Tent Rental per day	N/A	**$100.00**
Outdoor table rental per day (up to 8 tables)	N/A	**$25.00**
Tent damage fee	N/A	**$200.00**
Pole or rope damage fee	N/A	**$50 per pole or rope**
Table damage fee	N/A	**$30.00**

SCHEDULE "I"

ENVIRONMENT: Water, Sewer & Landfill

SERVICE	FEE	CHANGE PROPOSED 2011 FEE
Water:		

Water Turn on/turn off	$50.00 during regular working hours $80.00 during overtime hours	
New water service connections:	$500.00 or actual costs – whichever is greater	
Service charge for water meter replacement/repair	$125.00	
Water Meter Reading Request	$125.00 per reading	
Sewer:		
New Sewer Service Connections	$500.00 or actual costs – whichever is greater	
Landfill:		
Car Tires – off rim	5 tires per load only rims removed – no charge	
Truck Tires	5 tires per load only – rims removed – no charge	
Appliances – Except CFC (stoves, washers, dryers)	No Charge	
CFC Appliances (Refrigerators, freezers, air conditioners, etc.)	$10.00 – tagged $50.00 – untagged	
Furniture – per unit	$10.00 per unit	
Mattress, Box Spring – per unit	$21.00 per cubic yard	
Commercial Refuse – Truck	$21.00 per cubic yard	
Construction Material – Pick-up or trailer	$21.00 per cubic yard	
Approved Contaminated Soil	$20.00 per cubic yard	
Oil Tanks – per tank (must not contain any oil)	$10.00 – must be empty & cut in half	
Boats	$2.00/ft. if stripped of all metal $4.00/ft. if not	
Brush	$10.00 per cubic yard	
E-Waste, television, monitors, etc.	$10.00 per item	

E-Waste – all other items	$5.00 per item	
Boat Shrink Wrap is permitted at Scotch Line Landfill only within the month of July		$5.00 per wrap

*: Indicates that a separate by-law will be considered at the April Council Meeting