## THE CORPORATION OF THE TOWNSHIP OF HORTON

#### **BY-LAW NO 2018-49**

# BEING A BY-LAW TO ESTABLISH TARIFF OF FEES FOR THE TOWNSHIP OF HORTON FOR SERVICES.

**WHEREAS** Councils of local municipalities are empowered by Section 391 of the Municipal Act, R.S.O. 2001 to establish by-laws. Without limiting sections 9, 10 and 11, those sections authorize a municipality to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control. 2006, c. 32, Sched. A, s. 163 (1).

**AND WHEREAS** Section 69 of the Planning Act, R.S.O. 1990, as amended, provides that the Council of a Municipality may by by-law prescribe a tariff of fess for planning matters;

**AND WHEREAS** Section 35 of the Municipal Act, R.S.O. 2001 permits a municipality to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

**AND WHEREAS** the Corporation of the Township of Horton deems it necessary and desirable to regulate the construction and alteration of entranceways, private roads, or other facilities that permit access to Township Roads and to provide for the issuing of permit related thereto;

**AND WHEREAS** Part X, Section 100(4) of the Ontario Environmental Protection Act provides that a municipality designated by regulations has the right to compensation from the owner of a pollutant and the person having control of the pollutant for all reasonable cost and expense incurred in acting under subsection (1);

**AND WHEREAS** the Corporation of the Township of Horton deems it desirable to adopt a schedule of Fees for inspections and other services provided by the Fire Department of the Municipality;

**NOW THEREFORE** the Council of the Corporation of the Township of Horton deems it expedient to enact a by-law to establish a tariff of fees as follows:

1) The fees and charges set out on the attached Schedules are hereby imposed and ratified. Set out as follows:

**Building and Septic Fees** Schedule "A" Waste Site Fees Schedule "B" Schedule "C" Planning Fees Schedule "D" **Draft Agreement for Planning** Administration/Miscellaneous Fees Schedule "E" Recreation Fees Schedule "F" Schedule "G" Fire Department Fees Schedule "H" Transportation Fees

2) 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.

- 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.
- 4) Council does hereby delegate to the CAO/Clerk and/or the Finance Manager of The Township of Horton, 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.
- 5) This By-law shall come into force and effective upon passing.

**THAT** upon recommendation of the Treasurer and approval of Council, all Fees and Charges established in this By-law may be adjusted annually on the 31st of December in each year commencing on the 31st of December 2018, in accordance with Statistics Canada Consumer Price Index and rounded up to the nearest dollar in Schedules A, B, C, D, E, F, G and H and/or cents in Schedule A;

**BE IT FURTHER ENACTED**, that all By-Laws or parts thereof, and all or any Resolutions of Council contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

**AND BE IT FURTHER ENACTED**, that this by-law comes into effect July 1, 2018 unless otherwise stated.

AND BE IT FURTHER ENACTED, that by-law 2017-73 be repealed.

Read a First and Second Time this 19th day of June, 2018.

Read a Third Time and Passed this 19th day of June, 2018.

MAYOR Robert Kingsbury	CAO/Clerk	Hope	Dillabough

## CORPORATION OF THE TOWNSHIP OF HORTON Schedule "A" to By-Law 2018-49

## **BUILDING AND SEPTIC FEES**

(All permits must be paid for and in the owner's possession within 30 days of being notified by the municipality or the permit may be revoked.)

<u>Type</u>	<u>Fee</u>
Minimum Fee	\$ 100.00
Residential Building	.55/sq.ft.
Farm Building	.20/sq. ft. min \$100.00
Decks	\$ 100.00
Accessory Bldg/Garages	.40/sq.ft.
Additions to Residential Buildings	.55/sq.ft.
Mobile Home	.25/sq. ft.
Alterations & Renovations	.55/sq. ft.
Swimming Pool	\$ 100.00
Commercial/Industrial Buildings/Additions	.40/sq.ft.
Demolition	\$ 100.00
Transmitter Tower – 30 feet and under and include Windmill	\$ 2,000.00
Transmitter Tower – over 30 feet and include Windmill	\$ 5,000.00
Solar Panel (With Council's Approval)	Per Property Class
Commencing Construction without a Permit	Twice Building Fee
Outdoor Wood Burning Appliance	\$ 100.00
Additional Inspection	\$ 100.00
Additional Inspection after 4 Years of Permit Iss	sued \$ 400.00
Occupancy Permit or Final Inspection	\$ 100.00
Change of Use Applicable Rate plus \$200.0	
Plumbing & Repair	Included in fees above
Consent Application Fees (septic comments)	\$ 100.00/application
Revision or Renewal of Permit	\$ 100.00
Cancellation of Permit	80% Refund at application stage 60% Refund if Permit Issued
Compliance Letter	\$ 100.00
Class 2 (grey water)	\$ 300.00
Class 3 (cess pool)	\$ 300.00
Class 4 (leaching or filter bed)	\$ 400.00
Class 5 (holding tank)	\$ 350.00
Engineered System	\$ 350.00

## CORPORATION OF THE TOWNSHIP OF HORTON Schedule "B" to By-Law 2018-49

## **WASTE SITE FEES**

(Vehicles are to be assessed by the Attendants at the Landfill Site, and tipping fees must be paid prior to dumping load.)

<u>Type</u>	<u>Fee</u>	
Special Opening of Site	\$ 40.00	
(Accompanied by an attendant – minimum 1-hour charge)		
Garbage Tags (sold at office)	\$ 2.00	
Garbage Bags taken to Landfill Site  Garbage Ta	\$ 2.00/bag or attach g purchased at office	
Metal – White Goods (Freon must be removed and Fridge must be tagged)	No charge	
Half-Ton Vehicle, or Half-Ton Trailer or Passenger Van	\$ 20.00	
Half-Ton Vehicle or Passenger Van with Half-Ton Trailer	\$ 40.00	
One-Ton Vehicle	\$ 40.00	
Tandem Axle Dump Trucks	\$ 14.00/cubic yd.	
Tri-Axle Dump Trucks	\$ 14.00/cubic yd.	
Tractor Trailer Trucks	\$ 14.00/cubic yd.	
Roll-Off Bins	\$ 14.00/cubic yd.	
Garbage Packer Load – (half load or more)	\$ 300.00	
Garbage Packer Load – (half load or less)	\$ 150.00	
Soil Contaminated with Fuel Oil	\$ 50.00/cubic yd.	
Construction/Demolition/Fire Clean Up - Unsorted	\$ 300.00 per load plus \$15.00/cubic yd	
Construction and Demolition - Separated	\$ 14.00/cubic yd.	
Construction and Demolition – Mechanically Ground	\$ 12.00/cubic yd.	
Passenger Tire up to 16"	Free or \$3.00 with attached rim	
Tires 17" to 24.5"	Free or \$9.00 with attached rim	
Tires Over 24.5"	Free or \$25.00 with attached rim	
Over 6'	Free or \$25.00 with attached rim	
Blue Box - Mini	\$ 3.00	
Blue Box - Large	\$ 6.00	
Restocking Fee (Purchases of more than 5 items)	15%	

#### CORPORATION OF THE TOWNSHIP OF HORTON Schedule "C" to By-Law 2018-49

#### PLANNING FEES

<u>Type</u>	<u>Fee</u>	
Zoning Amendment Application	\$ 200.00 plus County of Renfrew Application fee	
Official Plan Amendment Application	\$ 200.00 plus County of Renfrew Application fee	
Minor Variance Application	\$ 350.00	
Site Plan Control Application	\$ 500.00	
Site Plan Control Offences	\$ 1,000.00 per incident	
Subdivision Development Application	\$1,000.00 with a \$5,000.00 deposit for Professional Cost Recovery (up to the agreement stage)	
Planner – Hourly Rate	Cost Recovery	
Lawyer – Hourly Rate	Cost Recovery	
Engineer – Hourly Rate	Cost Recovery	
Engineering Technician – Hourly Rate	Cost Recovery	
Planning Technician – Hourly Rate	Cost Recovery	
Secretary – Hourly Rate	Cost Recovery	
Special Council Meeting	\$ 350.00	
Zoning Compliance	\$ 60.00	
Planning Comment – Hourly Rate	\$ 50.00	
Subdivision Compliance Report	\$ 50.00	
Zoning By-law Text and Schedules	\$ 50.00	
Sale of Land	Appraisal plus costs.	
Severance Application	\$ 200.00	

Agreement for Draft Plan of Subdivision, Certain Severance Applications, Zoning By-law Amendments on Specific Questions or Concerns raised by the Owners is Schedule "D" to By-law 2018-49.

#### CORPORATION OF THE TOWNSHIP OF HORTON Schedule "D" to By-Law 2018-49

AGREEMENT FOR DRAFT PLAN OF SUBDIVIDISION/CERTAIN SEVERANCE APPLICATIONS/ZONING BY-LAW AMENDMENTS/CERTAIN OMB HEARINGS AND ON SPECIFIC QUESTIONS OR CONCERNS RAIS BY THE OWNERS

THIS AGREE	MENT MADE in duplicate this	_day of,	20 .
BETWEE	N:		
	Hereinafter called th	ne "OWNERS"	-
A N D:		OF THE FIRST PART	
	THE CORPORATION OF THE TO	OWNSHIP OF HORTON	I
	Hereinafter called th	ne "CORPORATION"	
		OF THE SECOND PAR	RT
WHEREAS th	ne Owners are seeking to obtain a	pproval for a	
	with the Corporation	n:	
Corporation Township per for the fees in	<b>EAS</b> in order to undertake such reto employ the services of its resonnel, and the Owners have ag neurred for retaining such professoceeded with.	Lawyer, Planner, Engi reed to reimburse the C	neer, and corporation
and the sum Owners, the notwithstanding proceeded with Planning, Endisbursement with regard to therewith and relates: and the such fees and disbursement accounts from	NDENTURE WITNESSETH  of ONE (\$1.00) DOLLAR now Owners hereby covenant and ng whether the above noted pr th, the Owners shall pay to the Congineering and Legal Fees, and is incurred by the Corporation for the proposal, for the preparation of the supervision of any part the Owners shall deposit with the prior to the signing and disbursements. Copies of the shall be delivered to the Owne the Corporation's Planners, the deducted from the deposit. The	paid by the Corporat agree with the Corporation an amount of all administrative of any agreements in or of any agreements in or of the site to which to Corporation the sum of of this Agreement on the account of such ers forthwith upon receiptions.	ion to the ration that val and is equal to all costs and for advice connection proposal account of fees and pt of such ors. Said
no interest pagreement.	aid on account of any deposit he	eld by the Corporation	under this
shall thereafted decision is fin to have on do Dollars (\$5,0)	al professional fees and disbursen shall stop on the project until the to cover additional fees are be increased in increments of _ al or the work is completed as the eposit upon registration of any Pl 00.00) to cover engineering, leguch registration.	Owner deposits a further and disbursements. The case may be. The Own lan of Subdivision, Five	er he deposit til the ner agrees Thousand

The Owners and/or the Corporation may stop work on the proposal at any time by notifying the Corporation and/or the Owners in writing to this effect. In the event that work is stopped by the Owners and/or the Corporation, the Owners are responsible for all fees and expenses incurred to the date at which written notice was given.

When the proposal has been reviewed and completed or rejected or stopped and all such accounts rendered, the Corporation shall refund to the Owners the remainder of the deposit.

THIS AGREEMENT shall ensure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns.

THE AGREEMENT shall not derogate from any requirements, financial or otherwise, established by agreements pursuant to Section 41, 51 or 53 of the Planning Act, R.S.O. 1990, c.P. 13.

IN WITNESS WHEREOF, the Corporation has hereunto affixed its Corporate seal duly attested to by the hands of its proper signing officers duly authorize in that behalf. The Owners have hereunto affixed its Corporate seal duly attested to the hands of its proper signing officers duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED )	
) ) )	per:
) ) )	THE CORPORATION OF THE TOWNSHIP OF HORTON
) ) )	MAYOR
) )	CAO/CLERK

## CORPORATION OF THE TOWNSHIP OF HORTON Schedule "E" to By-Law 2018-49

## ADMINISTRATION FEES

<u>Type</u>	<u>Fee</u>			
Septic Search		\$	;	50.00
Photocopy		\$	;	.25/copy
Tax Certificate		\$	;	35.00
Duplicate Tax Receipt or Tax Bill		\$	,	5.00
Map - County		\$	;	5.00 (plus HST)
Map - Township		\$	,	10.00 (plus HST)
Request for Information - Application		\$	;	5.00 (plus HST)
Request for Information – Search Time		\$ 15.00/	/1/4	hour (plus HST)
Request for Information – Record Preparation		\$ 15.00/	/1/4	hour (plus HST)
Lottery License (Valley Heritage Radio fees waived in lieu of free	Но			of prize value Advertising)
Facsimile – Transmit		\$	;	2.00 (plus HST)
Facsimile – Receive		\$	;	2.00 (plus HST)
Admin Fee under Line Fences Act		\$ 200.00 \$ 300.00		olus HST) plus a eposit
Returned Payment Charge		\$	,	25.00 (plus HST)
Township Flag		\$	,	45.00 (plus HST)
Township Golf Shirt		\$	,	25.00 (plus HST)
Tax Sale Tender Package		\$	,	25.00 (plus HST)
Tax Sale Process	\$	150.00 (pl	us	HST) plus costs
CAO/Clerk	Cost Recovery (plus HST)			
Treasurer/Tax Collector	Cost Recovery (plus HST)			
Deputy Clerk		Cost Re	CC	overy (plus HST)
Clerk Receptionist		Cost Re	CC	overy (plus HST)
Custodial		Cost Re	CC	overy (plus HST)
Dog Licenses – Before March 31 <sup>st</sup>				0.00 first dog 5.00 second dog
Dog Licenses – After March 31 <sup>st</sup>				5.00 first dog 0.00 second dog
Replacement Tag		\$	,	5.00
Kennell License		\$ \$		60.00 plus 00 tag per dog
Civic Address Number Fee		\$	;	75.00

#### CORPORATION OF THE TOWNSHIP OF HORTON Schedule "F" to By-Law 2018-49 RECREATION FEES

**Community Hall Rental** Fee Hourly Rental \$ 25.00 (plus HST) Half Day (2 to 4 hours; ends by 5 pm) \$ 100.00 (plus HST) Half Day Conference Room (2 to 4 hours; ends by 5 pm) \$ 75.00 (plus HST) Full Day (5 to 8 hours; ends by 5 pm) \$ 150.00 (plus HST) Full Day Conference Room (5 to 8 hours; ends by 5 pm) \$ 125.00 (plus HST) **Funeral Reception** \$ 100.00 (plus HST) Fundraising - Township No Charge Evening (after 6 pm) \$ 225.00 (plus HST) Castleford/Balsam Hill/Lochwinnoch Women's Inst's. \$ 100.00 (plus HST) Township of Horton Church Group One free rental per year Decoration Rental (evening prior to rental, booked after Jan 1 2018) \$ 100.00 (plus HST) **Community Hall Fees** \$ 100.00 (plus HST) Use of Kitchen (Includes Stove but Not Dishwasher) Dish Rental \$ 2.50 per place setting (plus HST) Corkage Fee \$ 4.00/bottle (plus HST) Alcohol – (Beer/Liquor per unit) \$ 4.00 Effective January 1, 2019 \$ 4.50 Alcohol – (Cooler/Wine/Craft Beef per unit) \$ 5.00 Effective January 1, 2019 \$ 5.50 Alcohol – (Other Speciality Drinks) \$ 6.00 \$ 1.00 *Effective January 1, 2019* \$ 2.00 Pop/Water (per unit) Damage/Cleaning Deposit (returned if hall is OK after) \$ 500.00 (Prepaid VISA) Event Advertising - Community Board (excluding \$ 25.00 (plus HST) Castleford Charity Fishing Derby) Ice Rental **Fee** Adult Shinny Season Pass or Season Pass \$ 25.00/person (plus HST) Shinny Hockey \$ 2.00/person (includes HST) Hourly Ice Rental \$ 100.00 (plus HST) Family Skate/Public Skating Donation \$ 35.00/person (plus HST) Broomball Recreational Ice Hockey (per person/per season) \$100.00 Adult is plus HST Rink Board Advertising (sign owner provides) \$500.00 setup (plus HST) \$250.00 annual after (plus HST) Other Recreation Fees \$ 45.00 Non Resident Boat Launch (Season Pass) (Residents are allowed two free launches per season in order \$ 35.00 Resident to launch and pick up at beginning and end of season.) \$ 8.00 Boat Launch (Day Pass) (All boat launch passes will be plus HST effective January 1, 2019) Boat Launch - Fine If No Pass \$ 30.00 Euchre (per person/per evening) \$ 4.00 (includes HST) Dance Admission \$ 10.00 (includes HST) Volleyball (per person) \$ 30.00 (plus HST) Aerobics/Zumba/Fitness/Shuffle Board/Individual Sports (per person/class) \$ 5.00 (plus HST) \$3.00/Class \$20.00/Season (Punch Card System) (plus HST) Pickle Ball Flag Football \$ 30.00 Advertising in Horton Corner (Private Events Only) Cost Recovery (plus HST) Rate as per annual agreement Dance Lessons Soccer Registration \$60.00/person Catering Fees Established by Committee - Varied (plus HST) **Fundraising Events** Established by Committee – Varied (meals plus HST) Horton Hoedown Established by Committee (plus HST)

## CORPORATION OF THE TOWNSHIP OF HORTON Schedule "G" to By-Law 2018-49 FIRE DEPARTMENT FEES

	Column 1	Column 2	Column 3
Item	Short Form Wording	Provision creating	Set fine
		or defining offence	
1	Set, Maintain or allow an Open Air Fire during Fire Season	2.1 (a)	\$450.00
2	Set, Maintain or allow an Open Air Fire without a Permit	2.1 (b)	\$450.00
3	Burn Prohibited Materials	2.1 (c)	\$250.00
4	Impede visibility public thoroughfare	2.1 (d)	\$250.00
5	Set or maintain Open Air Fire R1 Zone	2.1 (e) (i)	\$250.00
6	Set or maintain Open Air Fire MHP Zone	2.1 (e) (i)	\$250.00
7	Set or maintain Open Air Fire LSR Zone	2.1 (e) (i)	\$250.00
8	Set or maintain an oversize Open Air Fire	2.1 (e) (ii)	\$250.00
9	Set or maintain an Open Air Fire within 10 meters of a building or wooded area	2.1 (e)(iii)	\$250.00
10	Set or maintain an Open Air Fire within 5 meters of flammable material	2.1 (e)(iv)	\$250.00
11	Burn restricted materials, no special permission	2.1 (f)	\$450.00
12	Burn grass or leaf litter	2.2	\$250.00
13	Burn Household Waste or Prohibited Materials in a Burn Barrel or Incinerator	2.3	\$250.00
14	Burn materials in a Burn Barrel or Incinerator in Fire Season	2.3 (a)	\$250.00
15	Burn Household Waste or Prohibited Materials in an Outdoor Furnace	2.4 (a)	\$450.00
16	Set or maintain Open Air Fire underage supervision	3.1 (a)	\$250.00
17	Set or maintain Open Air Fire no fire control measures on site	3.1 (b)	\$250.00
18	Set or maintain Open Air Fire non approved times	3.1 (c)	\$250.00
19	Set or maintain Open Air Fire adverse burning conditions	3.1 (d)	\$250.00
20	Campfire not set or maintained in an Approved Pit	3.2	\$250.00
21	Set or maintain an Open Air Fire during a level 1 (yellow rating) fire ban	4.2	\$450.00
22	Set or maintain an Open Air Fire during a level 2 (red rating) fire ban	4.3 (a)	\$450.00
23	Set, maintain or allow any Campfires during a level 2 (red rating) fire ban	4.3 (b)	\$450.00
24	Set, maintain or allow any fire in any Burn Barrel or Incinerator during a level 2 (red rating) fire ban.	4.3 (c)	\$450.00

#### **Schedule of Fees**

- 1. Fees to respond to and investigate a complaint in regards to a possible violation under Section 2.0 about Open Air Fire/Bonfire
  - Fee of \$75.00 per response payable by the permit holder or person setting, maintaining or allowing such fire to be lit if the complaint is substantiated
  - b. Fee of \$75.00 per response payable by the complainant if the complaint is not substantiated
    - (i) Fee may be waived at the discretion of the investigator if in their opinion the complaint was reasonable and made in good faith but investigation showed no violation under any section of this by-law had occurred.

#### 2. Cost Recovery Fees:

- a. Dispatch of Fire-fighters (to be calculated at \$25 per hour for a minimum of 2 hours per fire fighter responding to the scene and calculated on one half hour increments thereafter).
- b. Dispatch of Fire Response vehicles actively involved in an emergency response. First hour (or part thereof) \$450.00 per vehicle, each additional half hour \$225.00 per vehicle.
- c. Actual costs incurred by the Township for additional firefighting support from other outside agencies.
- d. Actual costs incurred by the Township to replace consumables.
- e. A 15% Administration charge shall be added to the Cost Recovery Fees calculated in clauses 2 a., 2 b., 2 c. and 2 d. set out above.

#### CORPORATION OF THE TOWNSHIP OF HORTON Schedule "H" to By-Law 2018-49

#### **TRANSPORTATION FEES**

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

- "Regular Hours of Work" "Regular Hours of Work" shall mean Monday to Friday 7:00 am to 3:30 pm excluding Statutory Holidays as stated in Township Policy. Summer hours may apply.
- 2. "Outside Regular Hours" "Outside Regular Hours" of work shall mean any hours worked beyond those hours defined as Regular Hours of Work. Regular Hours of Works rate is one and half times the regular rate.
- 3. "Emergency Rate" "Emergency" 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 times the regular rate.

# Note: All cost recovery rates below are deemed to be at the regular hours of work rate unless outside regular hours or emergency rats apply.

<u>Type</u> <u>Fee</u>			<u>Fee</u>
Entrance Permits (One Time Inspection) \$ 150.00 (Security Deposit of \$350.00 Returned After Final Inspection)			
Additional Inspections for Entrance Permits			\$ 100.00
Tile Drain and Utility Road Crossing Permit	\$ 500.00 deposit plus Fees to Recover Reasonable Costs of the Municipality for works.		es to Recover asonable Costs of the
Sale of Used Culverts/Work Requests etc.			Cost Recovery
Private Road & Driveway Grading (Policy T-01)	\$ 120.	.00/ŀ	nr incl. operator (plus HST)
Excavator (Township use only)		\$	82.00/hr plus operator
Grader		\$	87.00/hr plus operator
Half Ton (Township use only)		\$	28.00/hr plus operator
Loader/Backhoe (Township use only)		\$	50.00/hr plus operator
Tandem Axle Dump Truck (Township use only)		\$	80.00/hr plus operator
Water Truck (Township use only)		\$	80.00/hr plus operator
Public Works Manager			Cost Recovery
Public Works Superintendent			Cost Recovery
Machine Operator			Cost Recovery
Labourer			Cost Recovery
Chipper Rental (Township use only)		\$	45.50/hr plus operator