

Corporation of the Township of

Algonquin Highlands

By-Law 2016-78

BEING A COMPREHENSIVE FEES AND CHARGES BY-LAW
FOR THE TOWNSHIP OF ALGONQUIN HIGHLANDS

WHEREAS, Section 391 (1) of the *Municipal Act, 2001*, S.O. authorizes a municipality to impose fees or charges;

AND WHEREAS, Section 7 of the *Building Code Act, 1992*, authorizes a municipal council to pass by-laws respecting construction, demolition, change of use, permits, fees and inspections;

AND WHEREAS, Section 69 of the *Planning Act, R.S.O. 1990*, provides that the council of a municipality, by by-law, may establish a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS, it is deemed expedient to have a Comprehensive Fees and Charges By-Law for the Township's Programs and Services;

NOW THEREFORE, the Council of the Corporation of the Township of Algonquin Highlands hereby enacts as follows:

1. That the fees and charges as set out in the Schedules attached hereto, and forming part of this By-Law, shall be imposed.
2.
 - a) That Schedule A to this by-law be the schedule of fees and charges related to the Building Department in accordance with the *Building Code Act, 1992* and the *Municipal Act 2001*; and
 - b) That Schedule B to this by-law be the schedule of fees and charges related to Administration services in accordance with the *Municipal Act 2001*; and
 - c) That Schedule C to this by-law be the schedule of fees and charges related to Fire Department services in accordance with the *Municipal Act 2001*; and
 - d) That Schedule D to this by-law be the schedule of fees and charges related to the Frost Centre Ski Trails in accordance with the *Municipal Act 2001*; and
 - e) That Schedule E to this by-law be the schedule of fees and charges related to the Haliburton Highlands Water Trails in accordance with the *Municipal Act 2001*; and
 - f) That Schedule F to this by-law be the schedule of fees and charges related to the Roads Department in accordance with the *Municipal Act 2001*; and
 - g) That Schedule G to this by-law be the schedule of fees and charges related to Planning services in accordance with the *Planning Act, R.S.O. 1990*; and
 - h) That Schedule H to this by-law be the schedule of fees and charges related to Parks and Recreation services, programs and facilities in accordance with the *Municipal Act 2001*; and
 - i) That Schedule I to this by-law be the schedule of fees and charges related to Environment, Lagoon and Landfill services, in accordance with the *Municipal Act 2001*; and
 - j) That Schedule J to this by-law be the schedule of fees and charges related to the Haliburton-Stanhope Airport in accordance with the *Municipal Act 2001*.

3. That in the event of any conflict between the provisions of this by-law, and any other by-law, the provisions of this by-law shall prevail.
4. That By-Law 2015-74 is hereby rescinded.
5. That this by-law shall take effect January 1, 2017.

READ a First, Second and Third time and finally passed this 8th day of December, 2016.



Reeve Carol Moffatt

Seal



CAO/Clerk Angie Bird

SCHEDULE "A"
Classes of Permits & Fees – Building

CLASS	FEE OR CHARGE
Building permit minimum fee	\$100.00
ADDITIONAL FEES:	
Single Family Dwellings or Cottages	\$0.60 per square foot
Commercial/Industrial/Institutional	\$0.70 per square foot
Garages/boathouses/accessory Buildings	\$0.50 per square foot
FLAT RATE FEES:	
Decks, Docks and Porches	\$200.00
Demolition Permit	\$150.00
HVAC System	\$150.00
Plumbing	\$150.00
Re-inspection	\$ 50.00
Building Permit Renewal	\$100.00
Installation Solid fuel appliance	\$100.00
Temporary tent over 60 sq. m	\$150.00
On-site sewage system Class 4,5	\$875.00
On-site sewage system Class 2, 3	\$ 275.00
Septic for addition/renovation/ Change of use and inspection	\$250.00
On-site sewage review permit/change of design/site visit	\$250.00
Planning application review for on-site sewage systems	\$250.00
Building/Zoning Compliance request	\$100.00
On-site Sewage Compliance request	\$ 50.00

Note: All above fees subject to applicable taxes.

SCHEDULE "B"
Administration

SERVICE	FEE OR CHARGE
Photocopies	\$ 0.44 per page
Printing	\$ 0.44 per page for black ink; \$ 0.88 per page for colour ink
Fax	\$ 1.77 for first page; \$.88 for each additional page
Tax Certificate	\$50.00
Returned Cheque (ie. NSF, account closed)	\$35.00
Transfer Tax balance credit and/or Tax overpayment Refunds	\$20.00
Tax Billing History Report	\$10.00 per year

Note: All above fees subject to applicable taxes.

SCHEDULE "C"
Fire Department Services

SERVICE	FEE OR CHARGE
Fire Incident Report/File Search	\$50.00
Burning Permit – Daytime	\$50.00
Outdoor Burning Fees: (Cost recovery)	Ministry of Transportation Rates applicable at time of call
Response to motor vehicle accidents, including motorized snow vehicles and all-terrain vehicles, on any road or trail	Ministry of Transportation Rates applicable at time of call
False Alarm Response	Ministry of Transportation Rates applicable at time of call for each alarm after the second alarm in a twelve (12) month period
Fire Investigations requiring Third Party Costs	Contractor Fees involved with investigation
Propane Risk and Safety Management Plan – Phase 2 – Review	\$600.00 flat fee plus \$60.00 per hour if review requires more than fourteen (14) hours of staff member time

Note: All above fees subject to applicable taxes.

SCHEDULE "D"

Frost Centre Ski Trails

SKI TRAIL DAILY PERMITS	FEE OR CHARGE
Per Adult (18+ years of age)	\$ 11.50
Per Adult after 2 p.m.	\$ 7.96
Per Youth (6-17 years of age)	\$ 4.42
Per Youth after 2 p.m.	\$ 3.10
Per Senior (60+ years of age)	\$ 9.29
Per Senior after 2 p.m.	\$ 6.19
Per Groups (15+ persons)	20% discount
Per Disabled Person	50% discount
Two Day Pass Adult (weekdays)	\$ 17.70
Two Day Pass – Senior (weekdays)	\$ 14.16
Two Day Pass – Youth (weekdays)	\$ 6.63
Three Day Pass Adult (weekdays)	\$ 23.00
Three Day Pass – Senior (weekdays)	\$ 18.58
Three Day Pass – Youth (weekdays)	\$ 8.85
SKI TRAIL SEASONS PASS	FEE OR CHARGE
Frost Centre Individual	\$ 61.95
Frost Centre Family	\$123.89
Early Bird Discount	15% (purchased prior to December 15)
SKI 5 HALIBURTON HIGHLANDS PASSPORT	FEE OR CHARGE
Season Pass Individual	\$ 44.25 Township Portion \$127.00 Haliburton Nordic Portion
Season Pass Family	\$ 88.50 Township Portion \$182.00 Haliburton Nordic Portion
RENTALS	FEE OR CHARGE
Snowshoes	\$ 15.00 per day
Poles	\$ 5.00 per day
Skis/Poles/Boots (Adults - Age 18+)	\$ 25.00 per day
Skis/Poles/Boots (Youth - Age 17 & Younger)	\$ 20.00 per day
Skis only	\$ 15.00 per day
Boots only	\$ 8.00 per day
Poles only	\$ 5.00 per day
Ski Package Half Day	\$ 30.00
Snowshoe Package Half Day	\$ 30.00

Note: All above fees subject to applicable taxes.

SCHEDULE "E"

Haliburton Highlands Water Trails

CAMPING & RENTAL PROGRAM	FEE OR CHARGE
Administration	
To Reserve (Call Centre/Park)	\$10.00
To Reserve by Internet	\$10.00
To make a Change to or Cancel a Reservation	\$10.00
To Cancel (refund)	60% > 7 days prior 40% < 7 days prior
Camping (per night)	
Per adult (18+)	\$12.00
Per youth (6-17)	\$ 5.00
Per child (0-5)	No charge
Per senior (60+)	\$ 9.00
Per disabled	50% off
Group site (11-16 persons)	\$150.00 per night
Rental	
16 ft canoe	\$34.00 per day
17 ft canoe	\$36.00 per day
16.5 ft canoe	\$40.00 per day
Car kit	\$15.00 - (enhanced)
Additional Person Flotation Devices	\$ 2.50 each per day
Additional Paddles	\$ 1.00 each per day

Note: All above fees subject to applicable taxes.

SCHEDULE "F"
Roads Department

SERVICE	FEE OR CHARGE
Entrance Fee (Driveway)	\$100.00
Road Occupancy Permit	\$150.00 administration fee

Note: All above fees subject to applicable taxes.

SCHEDULE "G"
Planning Department

SERVICE	FEE OR CHARGE
Minor Variance Non-refundable fee to be filed with the application	\$ 700.00
Amendment requiring recirculation	\$ 150.00
Zoning By-law Amendments Total Cost Deposit to be filed with the application	\$1,500.00
The cost deposit includes a Non-refundable administration fee	\$ 500.00
Official Plan Amendments Total Cost Deposit to be filed with the application	\$1,700.00
The cost deposit includes a Non-refundable administration fee	\$ 500.00
Combined Official Plan Amendment and Zoning By-law Amendment – Total cost deposit to be filed with the application	\$2,500.00
The cost deposit includes a Non-refundable administration fee	\$ 500.00
Shoreline Road Allowance Total Cost Deposit to be filed with the application	\$1,500.00
The cost deposit includes a Non-refundable administration fee	\$ 300.00
Road Allowance Total Cost Deposit to be filed with the application	\$2,500.00 includes \$1,000.00 for cost of appraisal
The cost deposit includes a Non-refundable administration fee	\$ 300.00
Plan of Subdivision or Condominium Total Cost Deposit to be filed with application	\$2,500.00
The cost deposit includes a Non-refundable fee	\$ 500.00
Severance Agreement Total Cost Deposit to be filed with Application	\$1,000.00
The Cost Deposit includes a Non-refundable Fee	\$ 350.00
Deeming By-law Total Cost Deposit to be filed with application	\$ 450.00
License of Occupation Non-refundable fee to be filed with the application	\$ 350.00
Renewal fee	\$ 100.00
Preliminary Development Agreement Cost Deposit	\$1,500.00

Site Plan Control By-Law and Agreement Total cost deposit to be filed with the application The cost deposit includes a Non-refundable administration fee	\$1,000.00 \$ 300.00
Holding Provision Total cost deposit to be filed with the application The cost deposit includes a Non-refundable administration fee	\$1,500.00 \$ 500.00
Temporary Use By-law Total Cost Deposit to be filed with the application The cost deposit includes a Non-refundable administration fee	\$1,500.00 \$ 500.00
Telecommunication Facility Installation Non-refundable Administration and Processing fee	\$ 500.00
An additional deposit of \$5,000.00 may be requested to cover the cost of any peer review required for supporting background studies or services provided by municipal consultant/solicitor. Work will not be completed by the municipal consultant/solicitor until such deposit has been paid by the applicant. Additional funds may be requested from time to time to fully cover the municipal expenses.	
Zoning By-law & Official Plan Sales	\$20.00 text only

Note: All above fees subject to applicable taxes.

SCHEDULE "H"

Parks & Recreation Services Programs & Facilities

Facility	DRC Main Hall	DRC Meeting Rooms	Oxtongue Lake Community Centre	Stanhope Main Hall	Stanhope Downstairs
Capacity	193	56-78	50 up/20 down	155	66
Hall Rental Rates:	Fee	Fee	Fee	Fee	Fee
Hourly Rate (small/private/non-profit groups)	\$25.	\$20.	\$20.	\$20.	\$10.
Hourly Rate (commercial/alcohol/>50 groups)	\$30.	\$25.	\$25.	\$25.	\$15.
Daily Max Rate (small/private/non-profit)	\$100.	\$40.	\$40.	\$75.	\$30.
Daily Max Rate (commercial/alcohol/>50)	\$225.	\$60.	\$60.	\$175.	\$40.
Kitchen: (Kitchen rates on top of rental rates)					
With Hall Rental (small, etc) (flat rate)	\$25.	Included	Included	\$25.	Included
With Hall Rental (commercial, etc) (flat rate)	\$25.	Included	Included	\$25.	Included
Hourly Kitchen Only (small, etc)	\$20.			\$20.	
Hourly Kitchen Only (commercial, etc)	\$25.			\$25.	
Kitchen Only Daily Max (small, etc)	\$40.			\$40.	
Kitchen Only Daily Max (commercial, etc)	\$60.			\$60.	
Scenarios:					
50 persons, commercial, light kitchen (4 hrs)	\$145.	\$60.	\$60.	\$100.	\$40.
150 persons, all day, full kitchen (wedding)	\$250.			\$200.	
25 persons, birthday, no kitchen (3 hrs)		\$40.	\$40.	\$60.	\$30.
50 persons, full kitchen, all day (8 hrs)	\$125.	\$40.	\$40.		\$30.
Volume Rates: (Small/private/non-profit groups – Flat Fee)					
20 – 50 Uses/Year	\$1,000/yr		\$1,000/yr	\$1,000/yr	
51 – 100 Uses/Year	\$1,200/yr		\$1,200/yr	\$1,200/yr	
101 – 150 Uses/Year	\$1,500/yr		\$1,500/yr	\$1,500/yr	
Other Items:					
Non-refundable deposit	\$40.	\$40.	\$40.	\$40.	\$40.
Staff (Cleaning) Rate	\$25.	\$25.	\$25.	\$25.	\$25.
Socan: included in all					

FACILITY RENTAL TERMS AND CONDITIONS:

- \$40.00 Non-refundable deposit (to be applied to the rental fee) for all bookings.
- Signed Rental Agreement.
- \$100.00 refundable damage deposit at time of booking.
- Balance of fees due 3 weeks prior to booking date.
- Refundable damage deposit to be returned to lessee, less \$25/hour staff set-up/cleaning fee if required, after facility is fully inspected.
- Proof of liability insurance where applicable.

DRC - Dorset Recreation Centre

Membership/Access	Fee
Adult: Annual Pass *	\$110.62
Adult: 3 Month Seasonal *	\$ 69.26
Adult: Monthly Pass*	\$ 26.55
Adult: 10-Visit Pass*	\$ 26.55
Adult: Daily Pass *	\$ 4.42
* Full time Students 18+ - 15% off Proof Required	
Senior/Youth (>55 / <18): Annual Pass	\$ 66.37
Senior/Youth (>55 / <18): 3 month seasonal	\$ 46.17
Senior/Youth (>55 / <18): Monthly Pass	\$ 20.00
Senior/Youth (>55 / <18): 10 Visit Pass	\$ 17.70
Senior/Youth (>55 / <18): Daily Pass	\$ 2.21

Indoor/Outdoor Show Fees:	Indoor Show	Community Garage Sale
Space Sizes	7.5' x 7.5' single 7.5' x 15' double	By the Table
Single Space	\$30.97	n/a
Double Space	\$44.25	n/a
Per Table	N/A	\$4.42

Early Bird Fee	Regular Registration Fee
\$30. (if paid on or before 15 th of April)	\$40. (paid after the 15 th of April)
**\$10.00 discount for children of coaches	

Swim Program

Red Cross Swim Kids Preschool, Swim Kids, Swim age 10+ to Adult:

# of Kids	Per Lesson	Per 3 Week Session
1 child**	\$ 6.05	\$ 90.75
2 siblings**	\$ 10.89	\$163.35
3 siblings**	\$ 15.73	\$235.95
4 siblings**	\$ 20.57	\$308.55

Lifesaving Society Certifications

Bronze Star	\$ 70.50
Bronze Cross	\$161.23
Bronze Medallion	\$197.95

- Bronze levels not subject to discounts
- Ages 14+ are subject to HST added to swim program fees

DRC Day Camp

# of Kids	1 x Half-Day*	5 x Half Day*	1 Day*	1 Week***	Monthly***
1 child**	\$13.50	\$ 60.75	\$20.00	\$ 90.00	\$ 324.00
2 siblings**	\$24.30	\$109.35	\$36.00	\$162.00	\$ 583.20
3 siblings**	\$35.10	\$157.95	\$52.00	\$234.00	\$ 842.40
4 siblings**	\$45.90	\$206.55	\$68.00	\$306.00	\$1,101.60

* Half-Day is either 8:30am - 12:30pm or 12:30pm – 4:30 pm

* Full Day is 8:30am - 4:30pm

* Weekly is 5 full days

* Monthly is 20 Full Days / 4 weeks

** Must be siblings (brother / sister) to get the discounted rates - 1st child regular rate, 2nd child 20% off.

*** Weekly or Monthly days do not have to be used consecutively - can be spread out over the 8 weeks of the program.

Dorset Scenic Lookout Tower

	Victoria Day Weekend through First Friday after Labour Day	First Saturday after Labour Day through Thanksgiving Day
Walk Up	\$ 0.89/person	\$ 1.77/person
Car	\$ 5.31	\$ 7.08
Motorcycle	\$ 2.65	\$ 3.54
Coach/Van - 9 passengers or less	\$ 7.08	\$10.62
Large Camper/RV/Mini-Bus/ 10 passengers or more	\$17.70	\$22.12
Season Pass *	\$17.70	N/A
Bus	\$39.82	\$48.67
* seasons pass is limited to registration of two vehicles per household. NOT for shared use between households. NOT available for commercial use.		

***Note: all above Dorset Scenic Lookout Tower fees are subject to applicable taxes.**

SCHEDULE "I"
ENVIRONMENT: Lagoon and Landfill

SERVICE	FEE OR CHARGE
McClintock Lagoon: Disposal of Hauled Sewage	
From May 15 (or when half-load restrictions are lifted, whichever is earlier) to November 15 Tipping Fee for each load	\$100.00 per 1,000 imperial gallons multiplied by 85% of the vehicle's full tank capacity.
November 16 to May 14 (or when half-load restrictions are lifted, whichever is earlier) Tipping fee for each load	\$100.00 per 1,000 imperial gallons multiplied by the volume discharged.
Card Lock Access Card Replacement	\$50.00 each
Landfill:	
Household Garbage up to and including 1 cubic yard	No Charge
Bulk Garbage more than 1 cubic yard	\$25.00/cu. Yard
Recyclable Material	No Charge
Scrap Metal (unless otherwise specified)	No Charge
Tires – off rim and clean	No Charge
Tires – on rim or contaminated/soiled	\$ 5.00/tire
CFC (Freon) Appliance – Tagged	No Charge
CFC (Freon) Appliance – Untagged	\$40.00/unit
Appliance except CFC	No Charge
Furniture, Mattress, Box Spring	\$10.00/unit
Construction/Demolition Waste, Bulky Items	\$40.00/cu. Yard – Sorted \$80.00/cu. Yard - Unsorted
Shingles	\$50.00/cu. Yard
Contaminated Soil – with Ministry of Environment Approval	\$40.00/cu. Yard
Brush, Clean Lumber	\$10.00/cu. Yard
Propane Tank/Cylinders	No Charge
Household Batteries (single-use, rechargeable)	No Charge
Battery – Automotive/Marine	Not Accepted
Fluorescent Light Tubes, Bulbs	No Charge
Compact Fluorescent (CFL) Lights	No Charge
Empty Automotive Fluid Containers	No Charge
Paint, Hazardous Material	Not Accepted
E-Waste	No Charge
Boat – motor & gas tank removed	\$ 4.00/ft
Boat – including motor. Gas tank removed.	\$ 8.00/ft

Note: All above fees subject to applicable taxes.

SCHEDULE "J"**HALIBURTON-STANHOPE AIRPORT**

SERVICE	FEE OR CHARGE
Hangar Lease Fees:	
Group B & C	\$2,169.00 per year
Group D	\$9,028.30 per year
Group E, F, G & H	\$3,247.63 per year
Aircraft Parking:	
Per Day (after 4 Hours) *	\$ 12.00
1 Week (6 Nights)	\$ 36.00
1 Month	\$ 90.00
1 Year	\$420.00
*Parking Fee waived for one night with fuel purchase over 100 Litres.	
Other Services:	
Call Out (First Hour)	\$ 75.00/Hour
Call Out (Additional Hours)	\$ 50.00/Hour
Airport Runway Access – Maintenance Fee	\$500.00 per year

Note: All above fees subject to applicable taxes.