

THE CORPORATION OF THE TOWN OF GRAND VALLEY

BY-LAW NUMBER 2018-48

**Being a By-law to establish the Fees and Charges
for various services provided by the Municipality.**

WHEREAS Section 391(1) of the *Municipal Act*, 2001 S.O. Chapter 25 as amended (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons;

AND WHEREAS pursuant to Section 69 of *The Planning Act*, R.S.O. 1990, as amended, provides that a Council of a municipality may pass a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS pursuant to Section 7, *Building Code Act*, S.O. 1992, c25, as amended, provides that a Council of a municipality may pass a by-law to prescribe fees for the processing of applications for permits or for the issuance of permits.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF GRAND VALLEY ENACTS AS FOLLOWS:

1. **THAT** the fees and charges for various municipal services are established as shown in the Schedules attached hereto and forming part of the By-law

| | |
|----------------|-------------------------|
| Schedule "A" - | Administration |
| Schedule "B" - | Renewable Energy |
| Schedule "C" - | Cemeteries |
| Schedule "D" - | Fire/Rescue |
| Schedule "E" - | Licensing and Lotteries |
| Schedule "F" - | Planning Department |
| Schedule "G" - | Recreation |
| Schedule "H" - | Public Works |
| Schedule "I" - | Water & Sewer Rates |
2. **THAT** the effective date of the fees and charges are set out in Schedules "A" to "I" inclusive attached hereto.
3. **THAT** all fees and charges will be subject to applicable taxes.
4. **THAT** all charges payable under this by-law, including taxes, interest and collection costs, constitute a debt of the person or persons charges, and if unpaid, where permissible, shall be added to the tax roll for any property in the Town of Grand Valley owned by such person or persons and may be collected in the same manner as taxes, in accordance with Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.
5. **THAT** this by-law shall be known as the "Fees and Charges By-law".
6. **THAT** this by-law shall come into force upon the date of its final passing and By-law Number 2018-33 is hereby repealed in its entirety.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11th DAY OF SEPTEMBER, 2018.

Original signed by

Steve Soloman, Mayor

Original signed by

Jane Wilson, CAO/Clerk-Treasurer

SCHEDULE "A"
ADMINISTRATION

Effective – January 1, 2022 per resolution 2021-12-27

| DESCRIPTION | FEE | NON-RESIDENT RATE |
|---|---|---|
| Marriage License | \$115.00 | \$115.00 |
| Birth Confirmation Letter (Temporary – for out of country travel) | No Charge | \$20.00 |
| Certification of Documents | No Charge | \$20.00 |
| Commissioning of Documents | No Charge | \$20.00 |
| Commissioning of Vehicle Transfers | No Charge | \$20.00 |
| Completion/Commissioning of Pension Forms | No Charge | \$20.00 |
| Change of Ownership | \$20.00 | \$20.00 |
| Fax Charges | \$1.00 per page | \$1.00 per page |
| Souvenirs <ul style="list-style-type: none"> • Grand Valley Flag • Grand Valley Pin • Centennial Plates • East Luther Throw Blanket | \$100.00 \$3.00 Small - \$5.00 Large - \$10.00 \$30.00 | \$100.00 \$3.00 Small - \$5.00 Large - \$10.00 \$30.00 |
| Freedom of Information Requests (legislated fees) | \$5.00 application fee plus disbursements (i.e., photocopying) plus Record Preparation at \$7.50 per quarter hour | \$5.00 application fee plus disbursements (i.e., photocopying) plus Record Preparation at \$7.50 per quarter hour |
| NSF Cheque Charge | \$40 | \$40 |
| Photocopies (8 1/2 x 11) | Black and White \$0.50 per page Colour \$1.00 per page | Black and White \$0.50 per page Colour \$1.00 per page |
| Tax Statement | \$5.00 | \$5.00 |
| Tax Certificate | \$50.00 | \$50.00 |
| Tax Sale Proceedings | Recovery of fees and disbursements as charge by consultants and solicitors | Recovery of fees and disbursements as charge by consultants and solicitors |
| Transfer Unpaid A/R to Property Tax Account | \$10.00 | \$10.00 |
| Burial Permit | \$5.00 | \$5.00 |
| Interest on Accounts Receivable | 1.5% | 1.5% |
| Tax Arrears Penalties & Interest | Refer to current Tax Rates By-law | Refer to current Tax Rates By-law |

Acceptable terms of payment – Cash (exact change), Debit, Cheque, Money Order, Credit Card (VISA, Mastercard only)

SCHEDULE "B"
RENEWABLE ENERGY

Effective October 11, 2016

| Item | Request | Admin. Fee | Deposit for Professional Fees |
|-------------|---|-------------------|--------------------------------------|
| 1 | Issuance of permit for location of works in Town right of way, including inspection of works and inspection of post-construction remediation. | \$750.00 | \$10,000.00 |
| 2 | Preparation of right of way permit agreement. | \$750.00 | \$20,000.00 |
| 3 | Municipal consultation for renewable energy project. | \$5,000.00 | \$20,000.00 |

**SCHEDULE "C"
CEMETERIES**

Grand Valley Union Cemetery

Rates filed in accordance with the *Funeral, Burial and Cremation Services Act, 2002*

Amended by By-Law 2020-41

Effective September 8, 2020

1. SALE OF INTERMENT RIGHTS and CARE AND MAINTENANCE

| Type of Plot | Size | Interment Fee | Care and Maintenance | Total Selling Price |
|--------------------------|----------------------------------|---------------|----------------------|---------------------|
| Single Plot | 1.0668m x 3.048m (3.5' x 10') | \$942.00 | \$378.00 | \$1320.00 |
| Double Plot | 2.1336m x 3.048m (7' x 10') | \$1885.00 | \$755.00 | \$2640.00 |
| Cremation Plot | 0.9144m x 0.9144m (3' x 3') | \$400.00 | \$160.00 | \$560.00 |
| Columbarium Niche | | | | |
| Top Row | 12.5"x12.5"x14" | \$1675.00 | \$250.00 | \$1925.00 |
| Middle Row | 12.5"x12.5"x14" | \$1575.00 | \$240.00 | \$1815.00 |
| Bottom Row | 12.5"x12.5"x14" | \$1375.00 | \$205.00 | \$1580.00 |

2. INTERMENT (Charges to open and close grave)

| | |
|--|-----------|
| (a) Adult | \$ 867.00 |
| (b) Child (Up to 5 ft. opening) | \$ 400.00 |
| (c) Infant (Up to a 3 ft. opening) | \$ 300.00 |
| (d) Cremated Remains | \$ 280.00 |
| (e) Cremated Remains (On top of grave already used) | \$ 330.00 |

3. FOUNDATION INSTALLATION (Minimum Charge \$600.00 - Depth 4-5ft)

| | |
|------------------------------------|-----------|
| (a) 24" – 32" x 12" – 14" | \$ 500.00 |
| (b) 34" – 44" x 12" – 14" | \$ 550.00 |
| (c) 46" – 56" x 12" – 14" | \$ 650.00 |
| (d) 58" – 68" x 12" – 14" | n/a |
| (e) 70" – 80" x 12" – 14" | n/a |
| (f) Removal of Existing Foundation | \$600.00 |

4. PLAQUE

| | |
|---------------------------------|----------|
| (a) Full Date Plaque | \$725.00 |
| (b) Years Only Date Plaque | \$725.00 |
| (c) Bronze Wreath Date Addition | \$75.00 |

5. MEMORY WALL

| | |
|------------------------|----------|
| (a) Memory Wall Plaque | \$400.00 |
|------------------------|----------|

6. EXTRA CHARGES

- | | |
|--|------------------|
| (a) Winter Mortuary Storage | \$ 250.00 |
| (b) Lowering Device and Grass Rental | \$ 150.00 |
| (c) Locate Fee | \$ 45.00 |
| (d) Funeral Saturday Between 9:00 a.m. to 12:00 noon | 50% extra charge |

7. DISINTERMENT

Disinterment shall be three times the above interment charges

8. TRANSFER FEE

\$ 85.00

All fees are subject to H.S.T. H.S.T. #12352 5867 RT0001

**SCHEDULE "C" CONTINUED
CEMETERIES**

St. Alban's Anglican Cemetery
Rates filed in accordance with the Cemeteries Act

| | |
|--|---|
| <p>Sale of Interment Rights and Care and Maintenance: At this time St. Alban's Anglican Cemetery is no longer selling new interment rights</p> | |
| <p>Interment Charges (Charges to open and close a grave)</p> <ul style="list-style-type: none"> a) Adult b) Child (up to 5 ft opening) c) Infant (up to 3 ft opening) d) Cremated Remains e) Cremated Remains on top of grave already used | <p>\$700.00 \$300.00 \$200.00 \$250.00 \$300.00</p> |
| <p>Foundation Installation</p> | <p>\$18.00 per cubic foot to a depth of 4 feet. Minimum charge of \$425.00.</p> |
| <p>Extra Charges</p> <ul style="list-style-type: none"> a) Lowering Device and Grass Rental b) Funeral Saturday between 9:00 a.m. – 12:00 p.m. | <p>\$113.00 50% extra charge</p> |
| <p>Disinterment</p> | <p>Disinterment shall be three time the above interment charges.</p> |
| <p>Transfer Fee</p> | <p>\$75.00</p> |

**SCHEDULE "D"
FIRE/RESCUE**

Effective October 11, 2016

| DESCRIPTION | FEEs |
|---|-------------|
| First False Alarm | No Charge |
| Second False Alarm | No Charge |
| Third False Alarm per occurrence per device or at the discretion of the Fire Chief and/or designate | \$650.00 |
| Fourth and subsequent false alarm per occurrence per device or at the discretion of the Fire Chief and/or designate | \$650.00 |

NOTE: *false alarm calls will be tracked and fees charged within a twelve month period from the date of the first response.*

INSPECTION & MISCELLANEOUS FEES

| DESCRIPTION | FEEs |
|--|---|
| Residential Inspections | \$100.00 each |
| Commercial Inspections | \$250.00 each |
| Industrial Inspections | \$250.00 each |
| Apartments / Condominiums | \$250.00 per building plus \$10 per apartment |
| Request for Fire Reports | \$75.00 each |
| Open Air Burn Site Inspection* | \$50.00 each |
| Securing of Premises (<i>after a fire</i>) | \$85.00/hour per firefighter |
| Miscellaneous | \$50.00 |

NOTE: *for inspections: resident requests are excluded – only pertains to insurance company, lawyer and real estate agent requests.*

**For Special Circumstance Burns defined as burns "Not in Compliance" with existing burn By-Laws.*

**SCHEDULE "E"
LICENCING AND LOTTERIES**

Effective October 11, 2016

| DESCRIPTION | FEE | |
|---|---------------------------------------|----------------------|
| Animal Control | | |
| Kennel Licence | \$150.00 | |
| Dog Tags | | |
| a) First Dog Neutered/Spayed | \$20.00 | |
| b) First Dog Non-Neutered/Spayed | \$25.00 | |
| c) Second Dog | \$40.00 | |
| d) Third and Subsequent Dogs | \$60.00 | |
| Replacement Tag | No charge | |
| <p>Additional Charges may apply that are recoverable from the dog owner and payable to the Animal Control Officer as the result of enforcement of the Town's Animal Control By-law.</p> <p>These charges are set out in the Animal Control Agreement and may include but are not limited to impounding fees, board, service call, disposal and quarantine fees.</p> | | |
| Mobile Canteens (prices are per cart/truck) | Residents | Non-Residents |
| a) Selling of hot dogs from a hot dog cart | \$50.00 | \$75.00 |
| b) Selling of ice cream from an Ice Cream Cart | \$50.00 | \$75.00 |
| c) Selling of chips from a Chip Truck | \$300.00 | \$500.00 |
| d) Selling of assorted food from a Coffee Truck | \$300.00 | \$500.00 |
| e) Mobile Canteens attending one-time fund raising events in the municipality by invitation from the organizer | EXEMPT | EXEMPT |
| Lottery Licences | | |
| a) Raffle Tickets | 2% of the prize with a minimum of \$2 | |
| b) Break open tickets (Nevada) | 3% of the prize with a minimum of \$2 | |

SCHEDULE "F"
PLANNING

Effective January 1, 2022 per resolution 2021-12-27

The following are the tariff of fees and related terms pertaining to the processing of applications made pursuant to the Planning Act.

| Application | Fee (non-refundable) | Deposit |
|--|---|--|
| Pre-consultation | No fee | |
| Consent Application (lot creation, boundary adjustment) (s. 53) | \$2500 | |
| Easement | \$2000 | |
| Any other Consent Application | \$2000 | |
| Encroachment Agreement/Approval | \$2000 | |
| Change of conditions to a Consent Decision | \$1000 | |
| Validation of Title (s. 57) | \$800 | |
| Parkland Dedication Fee (s. 41 or 53) | See By-law 2013-13, as may be amended from time to time | |
| Minor Variance, extension of a legal non-conforming use (s. 45) | \$1000 | |
| Removal of Holding By-law (s. 36), Temporary Use By-law (s. 38), Bonusing By-law (s. 37) | \$2000 | |
| Zoning By-law Amendment | \$2500 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Official Plan Amendment | \$5000 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Draft Plan of Subdivision/ Condominium | \$20,000 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Draft Plan of Subdivision/ Condominium request for extension | \$2000 | |
| Final Approval of Plan of Subdivision/Condo | \$5,000 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Administration charge per subdivision lot | \$350 | |
| Part Lot Control | \$3000 | Deposit as estimated by staff may be required for consultant peer-reviews. |

| | | |
|---|---|--|
| Engineering Grading Fee (unless included in a separate agreement) | \$500 | \$2000 Deposit for Engineering Review. |
| Site Plan Approval or amendments | \$5000 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Development Agreement and any other agreement | \$2000 | Deposit as estimated by staff may be required for consultant peer-reviews. |
| Application for Capacity Allocation | \$200 | |
| Risk Management Plan Application / Source Protection Plan Agreement, RMO and amendments thereto | \$250 | Deposit estimated by RMO/RMI |
| Fill Application | See Fill By-law | See Fill By-law |
| Paper Copy of Planning Documents | Official Plan = \$75 Zoning By-law = \$40 | |
| Municipal Approval | \$125 Full fee required to amend municipal approval. | |
| Municipal Approval after construction has commenced | \$250 | |
| Property Information Report, Zoning/Subdivision Compliance Letter | \$100 | |
| Fence Permit/Pool | \$150 as per By-law 2017-45 | \$1,000 Deposit for By-law compliance review |
| Fence Exemption Application | \$200 as per By-law 2017-45 plus Fence Permit Fee and Fence Permit Deposit | |
| Posting Planning Sign OR Replacement Planning Sign | \$75 | |
| Any other application or approval not provided above | Staff or consultant rates plus disbursements and 3 rd party fees | Deposit estimated by staff. |

1. The fees above are required by the Town of Grand Valley for the purposes of the administrative processing of applications, including the use of office equipment, supplies, postage and advertising. The fees are required for a complete application and are non-refundable.
2. The deposits are not intended to be sufficient to cover the costs of third-party fees, including consultation with a Solicitor, Profession Engineer, Planning Consultant or Surveyor or other consultants, or recirculation that may be deemed necessary in processing of an application. Third-party fees may include legal costs and the costs of

supporting an application, or a decision of Council to approve any such application at a hearing of the Ontario Municipal Board or any other similar tribunal, and all such other expenditures incurred by the Town, which shall be borne by the applicant and shall be levied against the required deposit.

3. Disbursements are recovered at cost from the deposit and may include but are not limited to: postage, laminating, registration of documents.
4. Any required amount not paid to the Town over and above that which is recoverable from the deposit may be levied in the same manner as unpaid taxes and recovered by the Town under the provisions of the *Municipal Act, 2001*.
5. The unused balance of any deposit shall be refunded to the applicant following the completion of the work or the withdrawal of the application upon confirmation from the Treasurer that all invoices and other claims in respect of the application have been received and paid.

**SCHEDULE "G"
RECREATION**

Approved by Community Centre Board February 12, 2018

| DESCRIPTION | FEE |
|---|------------------|
| SUMMER CAMP FEES | |
| Weekly Rate | \$125.00 |
| Weekly Rate for each additional child | \$100.00 |
| Daily Rate (Less than 5 visits in the week) | \$30.00 per day |
| Care Before/After Regular Program Hours | \$6.00 per hour |
| ICE RATES – effective September 1, 2018 | |
| Regular Prime | \$185.00 |
| Non-Resident Regular Prime | \$210.00 |
| Local Minor Rate | \$142.00 |
| Non-Resident Minor Prime | \$151.00 |
| Local Non-Prime | \$80.00 |
| Tournament Non-Prime | \$124.00 |
| Summer Arena Floor Rental for Sports Events | \$75.00 |
| <i>All Above Rates are Per Hour</i> | |
| Summer Ice Surface Rental for Dances | \$800.00 per day |
| Christmas & March Break Week (Monday to Friday 7:00 a.m. to 6:00 p.m.) | |
| Special Minor Rate Including Hall | \$575.00 per day |
| HALL RATES – effective September 1, 2018 | |
| Grand River Room | \$285.00 |
| Grand River Room plus Kitchen & Bar | \$455.00 |
| Grand River Room Hourly Rate to a maximum of Four (4) Hours | \$50.00 per hour |
| Grand River Room Funeral Rental | \$200.00 |
| Grand River Room Chair & Table Clean Up | \$120.00 |
| Board Room Hourly Rate | \$35.00 |
| Board Room Daily Rate | \$150.00 |
| Washrooms | \$60.00 |

All Rates Subject to Applicable Taxes

**SCHEDULE “H”
PUBLIC WORKS**

Effective January 1, 2022 per Resolution 2021-12-27

| Service Charges | FEE |
|--|--|
| To open or close water service, after being connected initially | \$50.00 |
| To certify water accounts | \$20.00 |
| To supply water to builders on a temporary permit basis | \$150.00 |
| To supply water on ‘per occasion’ basis from truck-filling station | \$50.00 For opening and closing the valve plus the charges specified in schedule ‘I’ |
| To provide a water connection permit | \$50.00 |
| To inspect a water connection | \$100.00 |
| Entrance Permit | Administration Fee - \$200 Refundable Deposit - \$1500 |
| Road Occupancy Permit | Administration Fee - \$200 Refundable Deposit - \$1500 Community Special Events – free (per Town policy) |

**SCHEDULE "I"
WATER & SEWER RATES**

Effective January 1, 2019

| DESCRIPTION | RATES |
|--|-----------------------|
| Water | |
| Flat fee for water supply | \$20.00 |
| PLUS Per Cubic Meter of Water Used (up to 15m ³ per billing month) | \$0.75/m ³ |
| PLUS Per Cubic Meter of Water Used (over 15m ³ per billing month) | \$0.95/m ³ |
| <i>The above rates are on a monthly basis</i> | |
| <p>For multiple unit dwellings served by one water service: each unit within the dwelling will be charged a flat rate of \$20.00/month. Any accumulated charges per cubic meter for each unit will be charged directly to the landlord at the rates outlined above.</p> <p>Should the rate not be paid when due, a late payment charge will be added, at a 1.50% interest rate per month or fraction thereof shall be added until paid. If not paid in six months, then it may be added to the collector's roll and collected as taxes, or the water service may be discontinued pursuant to Section 28 of the Public Utilities Act.</p> | |

Effective July 1, 2020 and subsequent July 1 afterwards

| Description | 2020 | 2021 | 2022 | 2023 | 2024 |
|---|---------|---------|---------|---------|---------|
| Monthly Base Charge (\$/customer) | \$20.00 | \$20.00 | \$20.00 | \$20.00 | \$20.00 |
| Block 1 \$/m ³ (up to 15m ³ /month) | \$0.77 | \$0.79 | \$0.80 | \$0.82 | \$0.84 |
| Block 2 \$/m ³ (over 15m ³ /month) | \$0.97 | \$1.00 | \$1.02 | \$1.04 | \$1.07 |
| Description | 2025 | 2026 | 2027 | 2028 | 2029 |
| Monthly Base Charge (\$/customer) | \$20.00 | \$20.00 | \$20.00 | \$20.00 | \$20.00 |
| Block 1 \$/m ³ (up to 15m ³ /month) | \$0.86 | \$0.88 | \$0.90 | \$0.93 | \$0.95 |
| Block 2 \$/m ³ (over 15m ³ /month) | \$1.09 | \$1.12 | \$1.15 | \$1.17 | \$1.20 |

For multiple unit dwellings served by one water service: each unit within the dwelling will be charged a flat rate of \$20.00/month. Any accumulated charges per cubic meter for each unit will be charged directly to the landlord at the rates outlined above.

Should the rate not be paid when due, a late payment charge will be added, at a 1.50% interest rate per month or fraction thereof shall be added until paid. If not paid in six months, then it may be added to the collector's roll and collected as taxes, or the water service may be discontinued pursuant to Section 28 of the Public Utilities Act.

**SCHEDULE "I" CONTINUED
WATER & SEWER RATES**

Effective 2020 and subsequent years thereafter

Annual Sewage Service Rates

| Description | 2020 | 2021 | 2022 | 2023 | 2024 |
|----------------------------|-------------|-------------|-------------|-------------|-------------|
| Annual Sewage Service Rate | \$553 | \$582 | \$612 | \$644 | \$678 |
| Description | 2025 | 2026 | 2027 | 2028 | 2029 |
| Annual Sewage Service Rate | \$714 | \$751 | \$791 | \$833 | \$876 |

Wastewater (Sewer)

The Annual Sewage Service Rate is established as the Base Unit for each domestic service and some multiples of the rate for each flat rate commercial service, as set out below.

Sewage service consumers are classified and charged for their annual service according to the following:

| Type of Consumer | #Base Units |
|--|--------------------|
| Single Family Dwelling Apartment Units Motels & Hotels (2 rooms = 1 domestic unit) Stores, Mills and Small Offices Post Office Gas Bar & Public Garages (No Car Wash) Churches with Kitchens | 1 Base Unit Each |
| Churches without Kitchens | ½ Base Unit Each |
| Restaurants, not listed | 2 Base Units Each |
| Barber & Beauty Shops | 2 Base Units Each |
| Car Wash (1 Bay = 2 Base Units) | 2 Base Units Each |
| Medical Centre & Large Office Buildings | 3 Base Units Each |
| Laundromat (up to 5 washers) | 4 Base Units Each |
| Licensed Lounges & Facilities | 4 Base Units Each |
| Nursing/Retirement/Rest Homes | 5 Base Units Each |
| Schools | 6 Base Units Each |

Schedule "J"
Streetlight Program for the Town of Grand Valley

Effective July 1, 2021 per By-law 2021-17

The following is the tariff of fees pertaining to the streetlight programs within the Town of Grand Valley's built areas.

| Built Area Name | Annual Fee |
|-------------------------|--|
| Grand Valley | \$18.50 + \$2.50 reserve contribution = \$21.00 |
| Monticello and Colbeck | \$37.00 + \$2.50 reserve contribution = \$39.50 |
| Mount Haven Subdivision | \$12.50 + \$2.50 reserve contribution = \$15.00 |