

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 **THAT** this by-law shall come into force upon the date of its final passing and By-law Number 2018-33 is hereby repealed in its entirety.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 _____ DAY OF _____, 2018.

Steve Soloman, Mayor

Jane Wilson, CAO/Clerk-Treasurer

SCHEDULE "A"
ADMINISTRATION

Effective - Date of Passing of By-law

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 of Pension Forms (resident only)	No Charge	\$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	No Charge	No Charge
Photocopies (8 1/2 x 11)	Black and White \$0.25 per page	Black and White \$0.25 per page
Tax Certificate	\$25.00	\$25.00
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
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, Debit, Cheque, Money Order

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*

Approved by By-Law 2018-28

Effective June 12, 2018

1. SALE OF INTERMENT RIGHTS and CARE AND MAINTENANCE

Type of Plot	Size	Interment Rights	Care &	Total Selling Price
Single Plot	1.0668 m. X 3. 048 m. (3.5 ft. X 10 ft.)	\$ 942.00	\$ 378.00	\$ 1320.00
Double Plot	2.1336 m. X 3. 048 m. (7 ft. X 10 ft.)	\$ 1885.00	\$ 755.00	\$ 2,640.00
Cremation Plot	0.9144 m. X 0. 9144 m. (3 ft. X 3 ft.)	\$ 400.00	\$ 160.00	\$ 560.00

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 \$500.00 - 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"	\$ 750.00
(e) 70" – 80" x 12" – 14"	\$ 850.00

4. 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

5. DISINTERMENT

Disinterment shall be three times the above interment charges

6. 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	FEEES
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	FEEES
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 - Date of Passing of By-law

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	
Review of materials for pre-consultation	\$500	Deposit estimated by staff (Minimum \$1000)
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)	\$1000	
Minor Zoning By-law Amendment	\$1500	
Minor Official Plan Amendment	\$2500	Deposit as estimated by staff may be required for consultant peer-reviews.
Major Zoning By-law Amendment	\$2500	Deposit as estimated by staff may be required for consultant peer-reviews.
Major 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.

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.
Lot Grading/ Drainage Plan review	\$500	\$2000 Deposit for Engineering Review.
Minor Site Plan Approval or amendments	\$3000	Deposit as estimated by staff may be required for consultant peer-reviews.
Major Site Plan Approval	\$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.
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 (\$25 for demo only). 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	\$50 as per By-law 2017-45	
Fence Exemption Application	\$200 as per By-law 2017-45	
Posting 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. Third party fees shall be taken from the deposit. Deposits shall be immediately replenished to the full deposit amount by the applicant in order to keep an application active.
4. Disbursements are recovered at cost from the deposit and may include but are not limited to: postage, laminating, registration of documents.
5. 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.
6. 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.
7. Deposits taken prior to September 11, 2018, will continue to be used to cover costs outlined under section 2, and In-House planning services will be charged out at a rate of \$70/hour.

**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**

Water Rates

Effective October 11, 2016

Service Charges	FEE
To open or close water service, after being connected initially	\$50.00
To certify 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 connection permit	\$50.00
To inspect a connection	\$100.00

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

Effect January 1, 2017

DESCRIPTION	RATES
Water	
Flat rate for all customers for water supplied	\$20.00
Rate per cubic meter of water used	\$0.75/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>	

Effect 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>	

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

Effective 2019, per Resolution 2019-02-0

Wastewater (Sewer)		
The annual sewage service rate is \$525.00 for each domestic service and some multiples of \$525.00 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:		
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	\$525.00
Churches without Kitchens	½ Base Unit Each	\$262.50
Restaurants, not listed	2 Base Units Each	\$1050.00
Barber & Beauty Shops	2 Base Units Each	\$1050.00
Car Wash (1 Bay = 2 Base Units)	2 Base Units Each	\$1050.00
Medical Centre & Large Office Buildings	3 Base Units Each	\$1575.00
Laundromat (up to 5 watchers)	4 Base Units Each	\$2100.00
Licensed Lounges & Facilities	4 Base Units Each	\$2100.00
Nursing/Retirement/Rest Homes	5 Base Units Each	\$2625.00
Schools	6 Base Units Each	\$3150.00