

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 61/08

Being a by-law to establish user fees and charges for administrative services provided by the Township of Puslinch and to repeal By-law Number 21/96.

WHEREAS pursuant to Section 5(3) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, the powers of a Council shall be exercised by by-law;

AND WHEREAS pursuant to Section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, a municipality may pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control;

AND WHEREAS the Township provides administrative services to the public, various government and outside agencies;

AND WHEREAS the Council of the Township is desirous of establishing user fees and charges to recover costs of certain administrative services provided by the Township;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch hereby enacts as follows:

1. **THAT** the user fees and charges as set out in the attached schedules to this By-law, which the schedule is made a part hereof, shall on or after January 1, 2009 be charged by the Township for those services provided by the Township.
2. **THAT** the Council of the Township of Puslinch may by resolution, increase, decrease, replace or delete any fees and charges as it deems necessary.
3. **THAT** by-law 21/96 is hereby repealed.
4. **THAT** this by-law shall come into force on January 1, 2009, or on dates where otherwise indicated in this by-law, and shall remain in force until repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 19th DAY OF NOVEMBER, 2008.

Signed:



Brad Whitcombe, Mayor

(SEAL)



Brenda Law, CAO/Clerk-Treasurer

SCHEDULE "A"
To By-law Number # 61/08
USER FEE SCHEDULE

Type	Fee	Effective Date
Building Permits	(a) for the first \$1,000 of value of construction	\$50 January 1, 2009
	(b) for each additional \$1,000 of value of construction	\$10 January 1, 2009
Community Centre (Residents)	Friday and Saturday	
	Archie MacRobbie Hall	\$345 January 1, 2009
	Alf Hales Room	\$40 January 1, 2009
	Sunday thru Thursday	
	Archie MacRobbie Hall	\$190 January 1, 2009
	Archie MacRobbie Hall	\$105 (4 hr mtg) January 1, 2009
Community Centre (Non-Residents)	Alf Hales Room	\$40 January 1, 2009
	Friday, Saturday and Sunday	
	Archie MacRobbie Hall	\$525 January 1, 2009
	Alf Hales Room	\$80 January 1, 2009
	Monday thru Thursday	
	Archie MacRobbie Hall	\$320 January 1, 2009
Council Minutes & Agendas Only	Archie MacRobbie Hall	\$160 (4 hr mtg) January 1, 2009
	Alf Hales Room	\$80 January 1, 2009
Council Minutes, Agendas & Correspondence	(per annum payable in advance) * Media and Municipal Consultants Exempt	Pick-up \$80 Mailed \$160 January 1, 2009
	(per annum payable in advance) * Media and Municipal Consultants Exempt	Pick-up \$175 Mailed \$290 January 1, 2009
Demolition Permit		\$50 January 1, 2009
Dog Fines		\$75 January 1, 2009
Dog Tags, etc.		\$20 per dog (Maximum of 3 dogs) January 1, 2009
Entrance Permits		\$200 January 1, 2009
Facsimile	* Community groups/organizations exempt	\$0.10/page (or at CAO's discretion) January 1, 2009
Fire Department Compliance Letter		\$60 January 1, 2009
Fire Permits		No charge January 1, 2009
Freedom of Information Requests	(legislated fees)	\$5 per application plus disbursements (photocopying) plus record preparation of \$7.50 per quarter hour January 1, 2009
Grading Deposits Subsequent Grading Deposits	(Plans of Subdivision)	\$2,000 January 1, 2009
	(Plans of Subdivision) ie. Swimming Pools etc.	\$500 January 1, 2009
Investigator Fees		\$350/day over 3 hours January 1, 2009
		\$175/half day less than 3 hours plus related expenses January 1, 2009
Invoice Administration Fee		\$25.00 January 1, 2009
Kennel Licence		100 (up to 5 dogs) January 1, 2009
Kennel Licence (Commercial)		\$200 (over 5 dogs) January 1, 2009
Lottery Licence		3% of estimated value of prize(s) January 1, 2009
Minor Variance Application		\$500 January 1, 2009
NSF Cheque		\$40 January 1, 2009

Schedule "A"
USER FEE SCHEDULE continued

Type	Fee	Effective Date
Occupancy Permit	\$25	January 1, 2009
Official Plan	\$50 (plus GST)	January 1, 2009
Ownership Verification on Severance Application	\$50	January 1, 2009
Part Lot Control Exemption By-law Application	\$500	January 1, 2009
Photocopy * Community groups/organizations exempt	\$0.25/page (or at CAO's discretion)	January 1, 2009
Plumbing Licence	\$100	January 1, 2009
Septic Compliance Letters	\$60	January 1, 2009
Septic Permits	\$450	January 1, 2009
Signature of Commissioner	No charge	January 1, 2009
Site Alteration Permit Application	\$250 plus \$50/ha of area altered	January 1, 2009
Site Plan Control Application Fee	\$2,000	January 1, 2009
Tax Certificate	\$60	January 1, 2009
Zoning By-law #19/85	\$30 (plus GST)	January 1, 2009
Zoning By-law Amendment Application	\$2,000	January 1, 2009
Zoning/Building Compliance Letter	\$60	January 1, 2009

~ ~ ~ COMMUNITY CENTRE ~ ~ ~

(a) RESIDENTS FRIDAY & SATURDAY
Main Hall - \$345.00 Alf Hales Room - \$40.00

SUNDAY - THURSDAY
Main Hall - \$190.00 Alf Hales Room - \$40.00
4 Hour Meeting - \$105.00

(b) NON-RESIDENTS FRIDAY, SATURDAY & SUNDAY
Main Hall - \$525.00 Alf Hales Room - \$80.00

MONDAY - THURSDAY
Main Hall - \$320.00 Alf Hales Room - \$80.00
4 Hour Meeting - \$160.00

(c) COMMERCIAL RENTALS - ANY DAY (RESIDENTS/NON-RESIDENTS)
Main Hall - \$630.00

(50% of one days rental will be a non-refundable deposit)

Effective January 1st, 2009, the following shall apply:

- ❖ The per pound charge for the bar will be \$1.25 per lb.
- ❖ GST must be charged on all rentals.
- ❖ A fee of \$100.00 will be charged to use the kitchen facilities (dishes, silverware, cooking utensils, dishwasher) if you are not renting the Main Hall. No charge for the coffee maker.
- ❖ A damage deposit of \$200.00 is required for all licensed events, Friday & Saturday bookings or full day bookings of the Community Centre. Deposit is refundable after the function if there is no damage.
- ❖ A fee of \$30.00/week for two lines and \$60.00/week for four lines will be charged for the sign (minimum charge of \$30.00).

~ ~ ~ SHED #2 ~ ~ ~ - Rental Fees are subject to GST.

LICENSED EVENTS Resident/Non-Resident \$100.00 per night (6 p.m.-midnight)
\$200.00 for a whole day (8a.m.-midnight)

NON-LICENSED EVENTS Resident/Non-Resident \$100.00

~~~~HORSE PADDOCK~~~~ - Rental Fees are subject to GST.

\$200.00 per day (clean up required) + \$200.00 damage deposit - Rental restricted to horse paddock and tractor pull area only. Rentals restricted to June 15 - September 15.

~~~~BALL PARKS~~~~ - Rental Fees are subject to GST.

ABERFOYLE/OLD MORRISTON

Residents - \$60.00 for an evening booking (6 p.m.-midnight); \$125.00 for a full-day booking (8 a.m.-midnight)

Non-Resident - \$135.00 for a 3-hour booking (does not include use of the lights); \$65.00 charge for use of the lights.

MORRISTON MEADOWS

Residents - \$30.00 for an evening booking (6 p.m.-dusk); \$100.00 for a full day booking (8a.m.-dusk)

Non-Resident - \$135.00 for a 3-hour booking

All of the above fees are subject to GST. This fee is to be paid in advance, non-refundable. Week-end tournament booking price can be negotiable. Contracts must be signed. Evening booking will include one dragging and lining; full-day booking will include two draggings and linings. If more are requested, the renter will pay an extra \$15.00 per time. *PUSLINCH MINOR BALL SCHEDULE TO BE SET FIRST. NON-RESIDENT BOOKINGS AVAILABLE AFTER MAY 1ST OF EACH YEAR.*

SOCCER PITCH - \$30.00 for an evening booking (6p.m.-dusk); \$100.00 for a full day booking (8a.m. - dusk). Subject to GST. Contracts must be signed. *PUSLINCH MINOR SOCCER TO BE CONSULTED BEFORE ANY OUTSIDE BOOKINGS ARE ARRANGED.*

PICNIC SHELTER - \$75.00 + GST, if picnic shelter is requested to be reserved.

Puslinch Fire Department
Fee Schedule
By-law #4/08

| Type | Fee | Effective |
|---|----------------------------|------------------|
| Information or fire reports regarding emergency incidents | \$60 per address | January 1, 2009 |
| Lawyers Requests/File Searches - Written Responses to written requests relating to outstanding orders under the Ontario Fire Code or any Act, Regulations or By-Law with which the Puslinch Fire Department has authority or jurisdiction | \$60 per address | January 1, 2009 |
| Any requested or required inspection of licensed sales establishments (as defined by the Liquor License Establishment Board of Ontario) that requires a Fire Department Inspection and/or a Letter. | \$100 | January 1, 2009 |
| Measurements and Calculations | \$150 | January 1, 2009 |
| Special Occasion Permit Letters to be written | \$20 | January 1, 2009 |
| Requests for Special Building Inspections under the Ontario Fire Code as it relates to the following building categories: | | January 1, 2009 |
| Fire Routes Applications | \$100 | January 1, 2009 |
| INDUSTRIAL/COMMERCIAL - SINGLE TENANT or OCCUPANCY | | |
| Up to 10,000 sq. ft or 929 sq. metres | \$100 | January 1, 2009 |
| every additional 10,000 sq. ft. or 929 sq. mtrs or part thereof | \$20 | January 1, 2009 |
| INDUSTRIAL/COMMERCIAL - MULTIPLE OCCUPANCY COMPLEX | | |
| Base Inspection | \$100 | January 1, 2009 |
| Each tenant or occupancy up to 10,000 sq. ft. | \$25 | January 1, 2009 |
| Tenant or occupancy over 10,000 sq. ft. | \$50 | January 1, 2009 |
| RESIDENTIAL/APARTMENT BUILDINGS | | |
| Base Inspection | \$100 | January 1, 2009 |
| Plus each tenant, occupancy or apartment per unit | \$3 | January 1, 2009 |
| OFFICE COMMERCIAL | | |
| Base Inspection | \$100 | January 1, 2009 |
| Plus each single tenant or occupancy up to 10,000 sq. ft. per unit | \$25 | January 1, 2009 |
| Plus each single tenant or occupancy over 10,000 sq. ft per unit | \$25 | January 1, 2009 |
| TENANT OR MARQUEE | | |
| Where Fire Code inspectin is mandated | \$100 | January 1, 2009 |
| OTHER INSPECTIONS | | |
| Requests for Wood Stove Inspections | \$100 | January 1, 2009 |
| Daycare Centres | \$75 | January 1, 2009 |
| Homeday Care | \$50 | January 1, 2009 |
| MISCELLANEOUS | | |
| Boarding up or barricading plus materials | \$25 per man-hour | January 1, 2009 |
| Emergency responses to motor vehicle accidents, car fires, hazardous material spills, as per MTO rate on highways and Township roads (for non-residents) as per the Province of Ontario's rates plus any additional clean up costs and materials | \$350 per vehicle per hour | January 1, 2009 |
| Emergency responses to illegal burning or burning without a permit | \$350 per vehicle per hour | January 1, 2009 |
| Fire Alarm false alarm calls, to be determined that the false alarms were preventable, improperly installed or maintained, or resulted from a malicious act by an individual. Fire Prevention is to follow up and determine reason for first alarm, and after the second false alarm a letter will be sent indicating that a third false alarm will result in a potential charge. This will be for a Period of 12 months from the second false alarm. | \$350 | January 1, 2009 |
| Post Fire Watch, under the Ontario Fire Code - plus any materials | \$25 per man-hour | January 1, 2009 |
| Key Boxes (rapid entry for fire fighters) | \$80 | January 1, 2009 |
| Training Room Rental | \$40 | January 1, 2009 |
| SIGNS | | |
| Municipal addressing signs (sign blade) | \$20 | January 1, 2009 |
| Sign Posts | \$20 | January 1, 2009 |