

OFFICE CONSOLIDATION*
BY-LAW NUMBER 2015-1

THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES

By-Law/Resolution #	Date Approved	Amendment No.	Subject Matter
Annual Amendments			CPI Increased (Nov-Nov)
By-Law 2024-113	November 4, 2024	1	Add Schedule H - Classes of Permits and Permits Fees and Schedule I - Fees Respecting the Evaluation Amounts for Determining Cost of Construction
By-Law 2025-28	February 3, 2025	2	Schedule F: MTO Rates and Fire Response Recovery Fees – Indemnification
By-Law 2025-41	March 3, 2025	3	Schedule G: Commemorative Bench and Tree Policy Fees

BEING a By-Law to adopt User Fees and Charges for the Township of Rideau Lakes.

WHEREAS Section 391(1) of the Municipal Act S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass By-Laws imposing fees and charges 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 Council of the Township of Rideau Lakes has deemed it necessary to establish user fees and charges;

AND WHEREAS the Corporation of the Township of Rideau Lakes deems it expedient to update the User Fees and Charges By-Law for the municipality;

NOW THEREFORE the Council of The Corporation of the Township of Rideau Lakes hereby enacts as follows:

1. That Council hereby establishes the fees and charges for various municipal services and activities as set out in the following Schedules:

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- Schedule "A" – Administration
- Schedule "B" – Treasury
- Schedule "C" – Development Services
- Schedule "D" – Public Works: Environmental Services
- Schedule "E" – Public Works: Municipal Properties/Roads
- Schedule "F" – Fire Services
- Schedule "G" – Community & Leisure Services

2. That the fees set out in the attached schedules shall be paid for the services or activities listed.
3. That this By-Law shall be known and may be cited as the "Township of Rideau Lakes User Fees By-Law".
4. That all fees listed (excluding those with an asterisk (*) beside the fee amount) in Schedules "A through G" shall be adjusted each year on January 1st by the trailing 12 month Statistics Canada Consumer Price Index (CPI) for Ontario.
5. That the fees listed in Schedules "A through G", when adjusted each year on January 1st, will be rounded up to the nearest dollar amount (for fees over \$100), to the nearest 50 cent (for fees \$25-\$100) and the nearest 25 cent level (for fees under \$25);
6. Fees may be adjusted and classes of fees may be added or removed from time to time, as approved by council by Resolution.
7. The Township of Rideau Lakes By-Law 2012-79 is hereby repealed upon the coming into force of this By-Law.

That this By-Law shall come into force and effect upon the date of passing.

Read a first, second and third time this 5th day of January, 2015.

Signed Original By-Laws are on file with the Clerk's Office.

SCHEDULE "A"

ADMINISTRATION

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
Licence – Dog Tag	\$15*	N/A	\$15*
Reclaim Fee (for dog)	\$200/dog*	N/A	\$200*
Licence – Kennel (annual)	\$160*	N/A	\$160*
Licence (Annual fee)			
Chip Wagon	\$498	N/A	\$498
Mobile Canteen	\$498	N/A	\$498
Refreshment Cart	\$132	N/A	\$132
Licence – Auctioneer (selling or putting up for sale goods, wares, merchandise or effects by public auction)	\$100*	N/A	\$100*
Licence – One-Day Auction (for any one-time auction sale)	\$50*	N/A	\$50*
Licence – Salvage (Yards, Shops, Dealers)	\$50*	N/A	\$50*
Licence – Public Event, Parade, Festival	\$220*	N/A	\$220*
Licence – Marriage	\$140*	N/A	\$140*
Line Fence Disputes	<3 hrs >3 hrs		<3 hrs >3 hrs
Payment to Referee	\$150* \$300*	N/A	\$150* \$300*
Payment to Deputy Referee	\$100* \$200*		\$100* \$200*
Administrative Fees			
< 3 hours spent in conduct of an appeal	\$300*	N/A	\$300*
> 3 hours spent in conduct of an appeal	\$400*		\$400*
Lottery Licences	3% of prize value		
Nevada	Max. \$117.00	N/A	\$115.00
Raffle	Max. \$46	N/A	\$46
Any Bingo – Single or Marathon Bingo < 24 hours	Max. \$46	N/A	\$46
Any Bingo or Raffle – Multiple Events/Marathon calendar year > 24 hours	Max. \$76	N/A	\$76

SCHEDULE “B”

TREASURY

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
Tax Certificates	\$60	N/A	\$60
Tax Information:	\$68	N/A	\$68
Duplicate copy of Tax Bill:	\$40	N/A	\$40
NSF Cheque	\$54	N/A	\$54

SCHEDULE “C”

DEVELOPMENT SERVICES – PLANNING / CIVIC ADDRESSING

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
PLANNING			
Minor Variance / Expansion of Non-Conforming Use	\$1073	N/A	\$1073
Reapplication of a Minor Variance / Expansion of Non-Conforming Use: to correct a technical issue with the approval within 1 year of the previous approval	\$393	N/A	\$393
Minor Variance or Expansion of Non-Conforming Use related to an Outdoor Wood Burning Furnace	\$393	N/A	\$393
Site Plan Control (for the approval of plans or drawings of buildings, structures, facilities or works sought to be undertaken in a Site Plan Control Area)			
i) Residential (deck only)	\$473	N/A	\$473
ii) Residential	\$973		\$973
iii) Commercial	\$1250	N/A	\$1250
Site Plan Amendment (for amendment of site plans agreements dated after January 1, 2005)			
< 1,000 sq. ft.	\$473	N/A	\$473
> 1,000 sq. ft.	\$677	N/A	\$677
Site Plan Control (for the approval of an Additional Residential Unit Only)			
> 1,000 sq. ft.	\$473	N/A	\$473
< 1,000 sq. ft.	\$677	N/A	\$677
Combined Minor Variance / Expansion of Non-Conforming Use and Site Plan	\$1408	N/A	\$1408
Municipal Review of Land Severance	\$818	N/A	\$818
Plan of Subdivision/Condominium Review			
i) To Draft Approval Stage	\$4523	N/A	\$4523
ii) Clearance of Conditions (per phase)	\$1919	N/A	\$1919
Official Plan Amendment for Township Official Plan or Review of United Counties of Leeds & Grenville Official Plan (not including the cost of review by the United Counties)	\$2967	N/A	\$2967
Zoning By-Law Amendment	\$1780	N/A	\$1780
Zoning By-Law Amendment for the establishment of a Garden Suite as defined under the Planning Act	\$674	N/A	\$674
Zoning By-Law Amendment that stems from a condition of severance approval	\$1092	N/A	\$1092
Combined Zoning By-Law Amendment and Site Plan	\$2114	N/A	\$2114
Combined Amendment of Official Plan and Zoning By-Law OR Combined Amendment of Township Official Plan and Review of Amendment to United Counties of Leeds & Grenville Official Plan Amendment	\$3397	N/A	\$3397
Removal of a Holding Designation from a Zoning By-Law	\$856	N/A	\$856
Zoning Certificate	\$163	N/A	\$163

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Agreement to Amend a Subdivision Agreement	\$1701	N/A	\$1701
Written confirmation of status of any Planning or Zoning related Agreement and/or Use	\$163	N/A	\$163
Written confirmation of Official Plan Designation	\$163	N/A	\$163
Septic Inspection Fee (required for Severance Applications, and any other relevant Planning Applications)	\$163	N/A	\$163
Mining & Aggregate Operations	\$18313	N/A	\$18313
File Search Fee	\$119	N/A	\$119
Municipal Consultation Form (for renewable energy projects)	\$3413	N/A	\$3413
Review of Requests for Resolution of Support regarding FIT Renewable Energy Projects	\$777	N/A	\$777
Review of Requests for Road Allowance Closure and Sale	\$823	N/A	\$823
Review of Requests for Agreements not associated to Planning Act Applications	\$823	N/A	\$823
Review of Requests for Deeming	\$823	N/A	\$823
Review of Requests for Deeming	\$823	N/A	\$823

- ❖ All of the above costs do not include the costs of services by independent consultants or services by others. These costs will be recovered as incurred by the Township

FEE DESCRIPTION		JANUARY 1, 2025	HST	Total
CIVIC ADDRESSING				
Civic Address Sign	(includes post, blade and installation)	\$175	N/A	\$175
	Post and Blade (not installed)	\$55	N/A	\$55
	Blade only (not installed)	\$26.00	N/A	\$26.00
	Post only (not installed)	\$28.00	N/A	\$28.00

SCHEDULE “D”**PUBLIC WORKS - ENVIRONMENTAL SERVICES**

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
Bagged Household Waste	\$222.00 / tonne*	N/A	\$222.00*
Commercial Rate for Bagged Waste	\$222.00 / tonne*	N/A	\$222.00*
Construction Material	\$222.00 / tonne*	N/A	\$222.00*
Brush/Tree Wood	\$35 / tonne*	N/A	\$35.00*
Recycling	Free		
Compost	Free		
Christmas Trees	Free		
Scrap Metal (washer, dryer, fridge, stove, BBQ, hot water tank heater, etc)	Free		
All Tires (any tire on or off the rim & clean)	Free		
All other materials	\$222.00 / tonne*	N/A	\$222.00*
Bag Tag	\$2.50*	N/A	\$2.50*
Special Non-Profit Bag Tags (community groups, etc)	Free (60 tags)		
Minimum fee for all waste entering landfill site	\$10.00*	N/A	\$10.00*

SCHEDULE “E”

PUBLIC WORKS – MUNICIPAL PROPERTIES / ROADS

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
MUNICIPAL PROPERTIES			
Harbour Fees			
* First 2 hours of daily docking are free			
Daily	\$1.00/ft	\$.13	\$1.13
Monthly (Reserved Slip)	\$18.22/ft	\$2.37	\$20.59
Seasonal (Reserved Slip)	\$58.00/ft	\$7.54	\$65.54
Commercial Fleet Mooring			
* Available at Portland only			
* Fleet must include minimum of three 27' corporately registered boats			
* Not reserved slips; all other services user pay			
Seasonal	\$2.50/ft*	\$.33	\$2.83*
Newboro Harbour Launching	Free	Free	Free
Newboro Harbour Parking			
Vehicle Parking	\$3.75/Day	\$.50	\$4.25
Seasonal Vehicle Parking	\$217.00	\$28.21	\$245.21
Seasonal Trailer Parking	\$121.00	\$15.73	\$136.73

ROADS				
Entrance Permit	Residential	\$204	N/A	\$204
	Commercial	\$271	N/A	\$271
Installation of non-regulatory sign		\$71	N/A	\$71

SCHEDULE "F"

FIRE DEPARTMENT SERVICES

(* indicates a fee not subject to annual CPI increase)

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
INSPECTION FEES			
Written replies to requests for outstanding inspection orders	\$95	N/A	\$95
Fire Code Violation Inspection Fee (requests where tenants have concerns, if deficiency exists, billed to property owner, if unpaid to be added to the municipal property taxes)	\$163	N/A	\$163
Fire File Search	\$133	N/A	\$133
Fire Synopsis Report (for insurance companies/Lawyers)	\$133	N/A	\$133
Inspection for Letters of Compliance (for businesses to meet other licensing requirements i.e: Day Care Facilities, Commercial Ventures, Dry Goods, Chip Wagons, Restaurants, Lumberyards, Tourist Facilities)	\$133	N/A	\$133
Inspection and Letter for Liquor Licensing or Occupancy Load	\$133	N/A	\$133
Consultation with Engineers and Review of Propane RSMP review as part of Ontario Regulation 211/01, Propane Storage and Handling For anything > 2000 US water gallons For anything < 2000 US water gallons	\$1349	N/A	\$1349
	\$406	N/A	\$406
Re-Inspection (due to not being prepared or lacking paperwork)	\$62	N/A	\$63
Burn Site Inspection (with permit)	\$68	N/A	\$68
SERVICES			
Open Air Burn Permit	\$10*	N/A	\$10*
False Alarm (within calendar year) 1 st offence 2 nd offence Additional	No Charge	N/A	No Charge
	\$150*		\$150*
	\$300*		\$300*
Control a Fire (expenses for which a person may be liable to cover the cost of sufficient personnel and equipment: Per Vehicle a) First hour or part thereof b) Subsequent half hour or part thereof	Actual Cost Actual Cost	N/A	Actual Cost Actual Cost
Emergency Response to: a) An incident involving a vehicle covered under the Highway Traffic Act, on any Township or County roadway or any private lane. b) Any incident involving hazardous materials on any Township or County roadway or any private lane, on any	MTO Rate – The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.		

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property within the municipality or any lake, river, stream or water course.	
Fire Response Recovery Fees – Indemnification Technology®	Current MTO rates plus personnel costs, plus any additional costs for each incident. See Notes – 1, 2, 3.

Notes:

- 1. Should the insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative.*
- 2. These cost recovery fees are HST exempt.*
- 3. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.*

SCHEDULE “G”

COMMUNITY AND LEISURE SERVICES

(* indicates a fee not subject to annual CPI increase)

INSURANCE: All rentals require either an additional \$35 for insurance or a Certificate of Insurance for \$5 Million Dollars naming Township as additional insured

FEE DESCRIPTION	JANUARY 1, 2025	HST	Total
HALL RENTALS – TOWNSHIP RESIDENTS			
<u>Unlicensed Events</u>			
• Full Day – Full Use of Hall	\$175.00	\$22.75	\$197.75
• ½ Day (4 hours or less) – Full Use of Hall	\$65.50	\$8.52	\$74.02
<u>Licensed Events</u>			
• Full Day - Full Use of Hall	\$315.00	\$40.95	\$355.95
• ½ Day (4 hours or less) – Full Use of Hall	\$65.50	\$8.52	\$74.02
Daily use for bridge, euchre, etc. – Full Hall (must be under the auspices of the Department of Community & Leisure Services)	\$2.21/person*	\$	\$2.50*
Non-Profit Organizations/Registered Charities: (see definition below)	FREE	N/A	FREE
HALL RENTALS – NON-RESIDENTS			
<u>Unlicensed Events</u>			
• Full Day – Full Use of Hall	\$260.00	\$33.80	\$293.80
• ½ Day (4 hours or less) – Full Use of Hall	\$86.50	\$11.25	\$97.75
<u>Licensed Events</u>			
• Full Day - Full Use of Hall	\$348.00	\$45.25	\$393.24
• ½ Day (4 hours or less) – Full Use of Hall	\$86.50	\$11.25	\$97.75
Daily use for bridge, euchre, etc. – Full Hall (must be under the auspices of the Department of Community & Leisure Services)	\$3.10/person*		\$3.50*
Non-Profit Organizations/Registered Charities: (See definition below)	FREE	N/A	FREE
Table/Chair Set up/Take Down by Booking Agent (All Halls)	\$20.00*	N/A	\$20.00*
ELGIN MUNICIPAL COMPLEX Use of Projector and screen	\$15.00*	N/A	\$15.00*
NORTH CROSBY HALL			

Use of Projector and screen and/or large screen tv and/or BBQ	\$15.00* each	N/A	\$15.00*
SOUTH ELMSLEY HALL Use of PA system, screen	\$15.00*	N/A	\$15.00*
Ball Diamond, Soccer Pitches, Parks, Pavilions	No Charge		
<u>Commemorative Bench and Tree Policy Fees</u>			
Installation of Bench with no base	\$34.00	\$4.42	\$38.42
Installation of Bench with cement base	\$207.00	\$26.91	\$233.91
Installation of a tree	\$68.00	\$8.84	\$76.84
Installation of plaque signage with post	\$195.00	\$25.35	\$220.35
Installation of plaque without post	\$34.00	\$4.42	\$38.42
Tree, bench and plaque	Actual cost at the time of purchase		

For the Purposes of Hall Rentals Fees as outlined in the User Fee By-Law Schedule 'G', the following definitions apply:

Non-profit Organizations:

Non-profit organizations are associations, clubs, or societies that are not charities and are organized and operated exclusively for social welfare, civic improvement, pleasure, recreation, or any other purpose except profit.

Registered Charities:

Registered charities are charitable organizations, public foundations, or private foundations that are created and resident in Canada. They must use their resources for charitable activities and have charitable purposes that fall into one or more of the follow categories:

- The relief of poverty
- The advancement of education
- The advancement of religion
- Other purposes that benefit the community

This definition excludes all non-registered groups that do not fall under the umbrella of the Township.

SCHEDULE "H"

BUILDING FEES CLASSES OF PERMITS AND PERMIT FEES

RESPECTING CLASSES OF PERMITS AND PERMIT FEES	
CLASS OF PERMITS	FEES
BUILDING PERMIT (BASE FEE)	To construct a building (including repairs and alterations) \$18.75/\$1,000.00 building value, minimum permit fee applies.
MINIMUM PERMIT	For construction cost <\$10,000 minimum fee is \$188.00. For construction cost >\$10,000 and under <\$20,000 the minimum fee is \$376.00. For construction cost over \$20,000 the base fee applies.
REVISION PERMIT	\$18.75 / \$1,000.00 building value. Minimum permit fee applies.
DEMOLITION PERMIT	\$18.75 / \$1000.00 demolition value. Minimum permit fee applies.
HEATING / VENTILATION / AIR CONDITIONING SYSTEMS (HVAC)	\$18.75 / \$1,000.00 system value. Minimum permit fee applies.
HEAT PUMP - GROUND SOURCE /WATER SOURCE	\$129.00
SOLID FUEL BURNING	\$129.00
CONDITIONAL PERMIT	To construct a building \$18.75/ \$1000.00 building value. Minimum permit fee applies.
CHANGE OF USE PERMIT	\$345.00
OCCUPANCY PERMIT	\$129.00

IN FLOOR RADIANT HEATING SYSTEMS	\$129.00
SWIMMING POOL ENCLOSURE	\$18.75 / \$1,000.00 building value. Minimum permit fee applies.
PLUMBING PERMIT	\$181.00
TRANSFER OF PERMIT	\$197.00
WORK ORDER	\$103.00
SEPTIC PERMIT	\$732.00
SEPTIC TANK OR BED REPLACEMENT	\$366.00
TEMPORARY HOLDING TANK	\$129.00
BUILDING CODE VIOLATION INSPECTION	\$182.00
MISSED INSPECTION	\$129.00 (imposed on a per project basis after a second inspection has been requested but not cancelled and the inspector cannot perform the inspection due to insufficient construction progress)
BUILDING WITHOUT A PERMIT	\$37.50/ \$1000.00 building value. Doubled minimum permit fee applies.
BUILDING CODE EQUIVALENCY EVALUATION	\$1367.00 (but not including the cost of services by independent consultants or services by others.)

SCHEDULE "I"

BUILDING FEES RESPECTING EVALUATION AMOUNTS FOR DETERMINING COST OF CONSTRUCTION (per square foot)

RESIDENTIAL	DELUXE	MODERATE	STANDARD
	Brick, Stone	Brick, Stone	All Vinyl
	Four Sides	1 Wall, Siding on	Aluminum
	R2000	Three Walls	Wood Siding
FIRST FLOOR	\$159.00	\$126.00	\$119.00
SECOND FLOOR	\$83.00	\$78.00	\$72.00
GARAGE	\$41.00/sq. ft.		
CARPORT	\$32.50/sq. ft.		
SOLARIUM	\$78.00/sq. ft.		
FINISHED BASEMENT	\$49.00/sq. ft.		
COTTAGE	\$78.00/sq. ft.	No Interior Finish	
MOBILE HOME	Price all components		
FOUNDATION	Contract price		
SWIMMING POOL	Value of components		
STORAGE SHED	\$32.00/sq. ft.		
RENOVATIONS	Contract Price or Value of components		
OPEN DECK	\$32.00/sq. ft.		
VERANDAH OR PORCH	\$38.00/sq. ft.		
COMMERCIAL BUILDING	\$126.00/sq. ft.		
INDUSTRIAL BUILDING	\$126.00/sq. ft.		
FARM BUILDING	\$62.50/sq. ft.		
INSTITUTIONAL BUILDING	\$126.00/sq. ft.		