

## Schedule "A"

Administration		
Item	Fee	Notes
Commissioner of Oaths	No Charge	
Marriage License	\$125.00	
Marriage Solemnization Service	\$350.00	
Rehearsal Fee	\$60.00	
Death Certificate/Burial Permit	\$10.00	
Faxes	1 <sup>st</sup> Page - \$2.00	
Photocopies – one sided	\$0.25	
Copy of Zoning By-Laws	\$25.00	
Copy of Official Plan	\$25.00	
Tender Documents > 50 Pages (Hardcopy)	\$20.00	
Lottery - Nevada License	2% of total prize value/box or minimum \$35.00	
Lottery – Raffle License	2% of total prize value or minimum \$35.00	
Lottery – Blanket Raffle License	2% of total prize value or minimum \$35.00	
Lottery – Bingo License	\$5/event or minimum \$35.00	
Lottery – Extension/Amendment	\$35.00	
Freedom of Information Requests	\$5.00 + Cost of search (per Ministry regulations)	
Market Garden License	\$40.00	
Transient Trader License	\$400.00/year	
Specific Location Daily License – maximum four (4) days	\$300.00	
Carnival/Circus/Midway	\$50.00/day	
Transfer Fee -Cabs/Limousines	\$40.00/year	
Taxi Cabs/Limousines – Owner	1 <sup>st</sup> Vehicle - \$75.00 Each additional vehicle - \$50.00	
Taxi Cabs/Limousines – Driver	\$50.00	
Salvage Yard License	\$40.00	

## Schedule "B"

<b>Building Fees</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Compliance/Work Order	\$60.00 + HST	
Residential Building Permit	\$0.85/ square foot or minimum \$150.00	
Residential Accessory Building Permit	\$0.65/square foot or minimum \$150.00	
Residential - Alteration and Renovation Permit	\$10.00/\$1,000.00 of construction value	
Commercial/Industrial/Institutional and others	\$0.85/square foot or minimum \$150.00	
Commercial/Industrial/Institutional accessory buildings	\$0.70/square foot or minimum \$150.00	
Commercial - Alteration and Renovation Permit	\$10.00/\$1,000.00 of construction value	
Demolition Permit	\$150	
Buildings razed by fire or Act of God	No Charge within one (1) year	
Farm Buildings – Silo	\$150.00	
Farm Buildings - Ag Barns & Machine sheds	\$0.32/square foot or minimum \$150.00	
Farm Buildings - Manure Pits, Bunker Silos	\$150.00	
Conditional Permits	\$0.35/square foot	
Change of Use	\$150.00	
Sign Permit	\$150	
Sign Permit – OBC Part 3	\$150	
Solid fuel burning appliance Permit	\$150	
Private Swimming Pool Permit	\$150	
Install a Mobile Home Permit	\$150	
Moving Permit	\$100.00	
Sewer/Water Replacement	\$75.00 each or \$150 for both	
Re-Inspection Fee	\$150 per inspection	
Exterior Deck	\$250	
Annual Maintenance Fee for Dormant Permits	\$200.00 per year	
Agency Letter of Approval	\$50.00	
Permit Transfer/Deferral	\$150	
Tents	\$150	
Tents – Community Group	No Charge	
Minimum Permit Fee	\$150	
Building Code Orders, Stop Work, Order to Comply	\$250	
Building Code Orders Registered On Title	Associated Costs	

## Schedule "B"

Building Code Act Administration Fee	\$200	
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## Schedule "C"

<b>By-Law Enforcement Fees</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Short-Term Rental License	\$500.00 annual flat fee	
Additional Inspections (where applicable)	\$75.00 per inspector (includes complaint-based inspections)	
Falsified Complaint	\$75.00/hour per Inspector (charged to the Complainant)	
Operate/Advertise a Short- Term Rental without a current license	\$500.00	
Advertising a Short-Term Rental without license number	\$500.00	
Failure to respond to complaint within forty-five days	\$250.00	
Dog Tags	\$25.00	
Kennel License	\$100.00	
Replacement Tag	\$5.00	
Release Fee 1 <sup>st</sup> Offence	\$25.00/per dog	
Release Fee repeated offence	\$50.00/repeated offence	
Property Standards – Non- Compliance with an Order	\$150.00	

## Schedule "D"

### South Dundas Fire & Emergency Services Department

#### DEFINITIONS

- a) "Corporation/Municipality" means the Corporation of the Municipality of South Dundas;
- b) "Emergency system" includes a sprinkler system, standpipe system, fire extinguishing system, smoke control system, emergency power system, fire pump system, voice communication system or any other device monitored through a fire alarm system;
- c) "Fees" means a payment for the services of the South Dundas Fire & Emergency Services;
- d) "Fire Department" means the South Dundas Fire & Emergency Services for the Corporation;
- e) "Fire Chief" means the Director of Fire & Emergency Services as appointed by Council to act as Fire Chief for the Corporation and is ultimately responsible to Council as defined in the FPPA, or his/her designate;
- f) "Firefighting and emergency services" includes all services related or incidental to the prevention, control and suppression of fires and all the protection of lives and property, but excludes the provision of emergency medical and paramedical aid to victims of life-threatening injury or trauma;
- g) "Alarm response" means the complement of vehicles and members normally sent to an emergency;
- h) "Malicious act" means a wrongful act done intentionally by a person without just cause or excuse;
- i) "Member" means a volunteer firefighter and officer of the Fire Department.
- j) "Property" means any public or private real property within the Municipality of South Dundas, including buildings, structures and erections of any nature and kind in or upon such lands, but excludes real property owned by the Crown either Federally or Provincially;
- k) "Property owner" means the registered owner of property or any person, firm or corporation having control over or possession of the property or any portion thereof, including a property manager, mortgagee in possession, receiver and manager, trustee and trustee in bankruptcy.

#### FIRE ALARMS

1. If the Fire Department attends at a property in response to a fire alarm and upon conducting an investigation the Fire Chief determines that the alarm is a false alarm occurring as a result of a malfunction, or the property owner having failed to maintain the fire alarm system or emergency system as prescribed by the Ontario Fire Code (O.Reg.388/97), the property owner shall be:
  - 1) charged a fee as stipulated in this By-law.

## Schedule "D"

2. If a property owner fails to notify the Fire Department dispatch in advance of any work being conducted on a fire alarm system or emergency system at a property, and as a result of the work being done on a fire alarm system or emergency system a false alarm is triggered, the property owner shall be charged a fee as stipulated in this By-law if the Fire Department responds to the false alarm.
3. If the Fire Department respond to a fire alarm and upon conducting an investigation the Fire Chief determines that the alarm is a false alarm occurring as a result of a malicious act, the occurrence shall be reported to the police and a criminal investigation may be initiated.

### EXTRAORDINARY EXPENSES

4. If the Fire Department respond to a fire or other emergency at a property and the Fire Chief determines that it is necessary to retain a private contractor, rent special equipment, or use more materials than are carried on an alarm response in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, or otherwise control and eliminate an emergency, the property owner shall be charged those expenses incurred by the Fire Department where a private contractor is retained, special equipment is rented or more materials than are carried on an alarm response are used.

### ADMINISTRATION AND ENFORCEMENT

5. The Corporation shall deliver an invoice to each person upon whom a fee is imposed under this By-law and the person shall pay the fee within thirty days of receipt of the invoice.
6. The Corporation may deliver an invoice either personally, or by prepaid registered mail, or by ordinary mail to a person's home address or in the case of a property owner to the property owner's address as recorded on the Corporation's assessment roll. Receipt of an invoice shall be deemed to have occurred:
  - a) on the date of delivery in the case of personal delivery;
  - b) three days after mailing by prepaid registered mail if delivered to an address within the Municipality of South Dundas;
  - c) five days after mailing by prepaid registered mail if delivered to an address outside of the Municipality of South Dundas;
  - d) five days after mailing by ordinary mail if delivered to an address within the Municipality of South Dundas, or
  - e) seven days after mailing by ordinary mail if delivered to an address outside of the Municipality of South Dundas.
7. A fee imposed upon a person under this By-law, including any interest and penalty charges and costs of collection, constitutes a debt of the person to the Corporation.
8. A person may pay any fees and charges imposed under this by-law by cash, debit, cheque, certified cheque or banker's draft payable to the Corporation.
9. If a person who is charged a fee under this By-law fails to pay the fee within thirty days of receipt of an invoice, the person shall be charged interest commencing on the thirty-first day that the

## **Schedule "D"**

fee remains unpaid.

10. If a property owner who is charged a fee under this by-law fails to pay the fee within ninety days of receipt of an invoice, the Corporation may add the fee, including penalty and interest, to the tax roll for any real property in the Municipality of South Dundas registered in the name of the owner and collect the fee, including penalty and interest, in like manner as municipal taxes.

**Schedule "D"**

<b>Fire &amp; Emergency Services Fees</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Annual Open Air Burn	\$20.00	
Annual Agricultural Burn	\$25.00	
Recreational Campfire	No Charge	
Carbon Monoxide Alarms	Cost Recovery	For income properties
Smoke Alarms	Cost Recovery	For income properties
Licensed Day Care Home Inspection (request)	\$100 Flat Fee	
Licensed Day Nurseries Inspection (request)	\$100 Flat Fee	
Homes for Special Care Inspection (request)	\$100 Flat Fee	
Industrial Inspection (request)	\$100 Flat Fee	
LLBO Inspection (special occasion, patios & premises)	\$100 Flat Fee	
Fire Reports – Residential & Mortgage Renewals/resales	\$100 Flat Fee	
Fire Reports - Commercial	\$100 Flat Fee	
Review of Fire Safety Plan /Documents of CFO measures	\$50	Initial Review
Providing inspection reports to solicitors and insurance companies	\$100	
Performing special inspection requests (i.e. property resale, mortgage renewal for residential type buildings)	\$100/hr	
Inspection of private Home Day Care facilities	\$100/hr	
Inspection of Vulnerable Occupancies	No Charge	
Requested inspections for premises or buildings not mentioned elsewhere-Single occupancy up to 2,000m <sup>2</sup> Multiple occupancy up to 2,000m <sup>2</sup>	\$100/Hr	
Two unit residential inspection for compliance with Section 9.8 of the Fire Code	\$100/Hr	
Institutional inspection	\$100/Hr	
Residential inspection for compliance with Section 9.5 of the Fire Code	\$100/Hr	
Liquor Licensing requests:- Patios, Special Occasions, Premises	\$100/Hr	



**Schedule "D"**

Motor Vehicle Incidents – Responding to and providing vehicle fire extinguishment and extrication services to owners/drivers (Provincial Highways) *	Processed through the Ministry of Transportation (MTO) based on their criteria	
Specialized equipment and/or resources to control or minimize loss (not provided by fire department)	Total cost recovery	
Clean-up of spills as defined in the Environmental Protection Act, Part X, as amended *	Total cost recovery	
Equipment required to take down or make safe a scene for investigation or overhaul (not owned by Fire Department) *	Total cost recovery	
Demolish, clean-up and make safe after a fire (if not completed by property owner) *	Total cost recovery	
*Note: Vehicle and firefighter hours to include refurbish of vehicles and equipment readied for the next incident or response.		

## Schedule "E"

<b>Parks, Recreation and Facilities Ball Diamonds/Soccer Fields</b>		
Item	Fee	Notes
Adult Game/ Practice	\$20.00 + HST	
Adult Tournament	\$100.00+ HST	
Youth House/Pickup Game & Practice	FREE	
Youth House/Pickup Tournament	FREE	
Youth Rep Leagues	\$100 + HST/Team per season	Rep A, AA, AAA Teams
Non Resident Game	\$40.00+ HST	
Non Resident Tournament	\$150.00+ HST	
Iroquois Soccer Fields	FREE	

<b>Parks, Recreation and Facilities Galop Canal Marina</b>		
Item	Fee	Notes
Daily Wall-Power	\$3.01+HST/Ft	
Daily Wall- No Power*	\$2.38+HST/Ft	
Daily Floating Docks	\$25.60+HST Flat Rate	
Weekly Wall-Power	\$13.70+HST/Ft	
Weekly Wall- No Power*	\$13.06+HST/Ft	
Weekly Floating Docks	\$166.45+HST Flat Rate	
Monthly Wall- Power	\$39.18+HST/Ft	
Monthly Wall- No Power*	\$34.06+HST/Ft	
Monthly Floating Docks	\$512.17+HST Flat Rate	
Seasonal Wall- Power	\$63.93+HST/Ft	
Seasonal Wall- No Power*	\$58.78+HST/Ft	
Seasonal Floating Docks	\$1242.01+HST Flat Rate	
Pump Outs	\$130.00	Seasonal
	\$35.00	Daily
Additional Parking (1 Parking Spot included in Docking Fee)	\$5.00 + HST	Daily
	\$10.00 + HST	Weekly
	\$20.00 + HST	Monthly
	\$60.00 + HST	Seasonal
Additional Power	\$12.80+HST	Daily
	\$38.41+HST	Weekly
	\$64.02+HST	Monthly
	\$78.09+HST	Seasonal
Fuel Sales		
	Cost + \$0.35/L	
<p>* Locations on the Wall with a power supply available are subject to power rates. Rates for without power are only for locations where power is not available to the boat.</p>		
<b>Parks, Recreation and Facilities</b>		

## Schedule "E"

<b>Iroquois Campground</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Daily No Service	\$45.67+HST	
Daily 15 Amp/ Water	\$58.98+HST	
Daily 30 Amp/ Water	\$60.52+HST	
Weekly No Service	\$252.00+HST	
Weekly 15 Amp/ Water	\$282.87+HST	
Weekly 30 Amp/ Water	\$352.80+HST	
Monthly No Service	\$1057.41+HST	
Monthly 15 Amp/ Water	\$1108.06+HST	
Monthly 30 Amp/ Water	\$1171.06+HST	
Seasonal 15 Amp/ Water	\$2004.58+HST	Includes Dumping
Seasonal 30 Amp/ Water	\$2241.49+HST	Includes Dumping
Dumping Station	\$10.00+HST	
Recreational Space	\$150 + HST / day	Exclusive use of Facility for private campers. No charge for Airport, Seasonal Camper Association, and Lawn Bowling

<b>Parks, Recreation and Facilities</b>		
<b>Halls (Matilda Hall, Civic Center, SDMC Rec Room)</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Hall Rental – Licensed Event	\$400.00+HST	
Hall Rental – Licensed Event (Reduced Rate)	\$300.00+HST	
Hall Rental – Non-Licensed Event	\$100.00 + HST ½ day \$200.00 + HST Full day	(½ Day 4 hours or less)
Hall Rental – Non-licensed event (Reduced Rate)	\$50.00 + HST ½ day \$100.00 + HST Full day	(½ Day 4 hours or less)
Hall Rental – South Dundas Fire Associations, Fire Victim, Funeral Luncheon or Personal Injury	No Charge	
Justice Building – Kitchen Facilities	\$50.00 + HST/day	
Meeting Room (Civic Center/SDMC)	\$15+HST/hr or \$100/day	
Table/Chair Rental (Pick-up)	\$4.00/table/day \$1.00/chair/day	
Table/Chair Rental (Delivery)	\$6.00/table/day \$1.50/chair/day	Within South Dundas
Morrisburg Amphitheatre	\$100 – For-Profit Organizations/Groups or Private Bookings \$50 for Non-Profit Organizations/Groups	
Municipal Parks	Setup/Takedown Fee of \$45	

## Schedule "E"

	/hr + HST	
Boat Launching- Public	FREE	
Boat Launch Pass – Special Event	\$10.00 + HST per boat one day \$15.00 + HST per boat weekend	
*Reduced Rates – Subject to staff review for Local Not-For-Profits and Local Youth Clubs.		
Parks, Recreation and Facilities Morrisburg Arena		
Item	Fee	Notes
Prime Time Ice	\$180.00/ Hr + HST	Prime is weekdays after 4:00pm and all-day Saturday and Sunday
Non-Prime Ice	\$120.00 / Hr + HST	Non-Prime is weekdays before 4:00pm
Youth Leagues/Clubs	\$115.00 / Hr + HST	
Non-Resident	\$240.00/ Hr + HST	
Slab Rental - Private	\$60.00 / Hr + HST	
	\$300.00 / Day + HST	
Slab Rental - Public	\$15.00/Hr + HST	Recreation leagues and drop-in that are open to the public
Public Skating, Senior Skate, Parent and Tot	FREE	
Stick and Puck	FREE/By Donation	
Sponsored Ice Time	\$80.00 / Hr + HST	Corporate Sponsor Public Ice Time
School Rate	\$105.00 / Hr + HST	Schools located in South Dundas receive 2 hours for free
Arena Wall Advertising	\$300.00 / Yr + HST	
Arena Boards Advertising	\$300.00 / Yr + HST	
Zamboni Advertising	As per RFP	
Lobby Wall Advertising	\$300.00 / Yr + HST	

Parks and Recreation and Facilities Programming (Current Session)		
Item	Fee	Notes
Fitness	\$6.90/ 1 hour	
Low Impact Fitness (accessible)	\$5.45 / 1 hour	Geared towards seniors, those with disabilities or physical limitations
Yoga	\$9.40 / 1 hour	
Low Impact Yoga (accessible)	\$5.45 / 1 hour	Geared towards seniors, those with disabilities or physical limitations
Program Drop In	\$13.27 + HST	For all Fitness and Yoga

## Schedule "E"

Day Camps	\$15.00 / 5 hours	
Camp- Before Care	\$5.00 / 1 hour	
Camp- After Care	\$10.00 / 1.5 hours	
Children/Youth Afterschool Programming	\$6.80 / 1 hour	
Girls Hockey Program	\$10.00	
Early Years Programming	\$5.65 / 45 mins	
Babysitting Course	\$65.00	
Home Alone Course	\$30.00	
Swimming Lessons	\$60.00	
Adult Art Classes	\$12.80 / 2 hours	
Senior Art Classes (50+ years old)	\$12.30 / 2 hours	
Children/ Youth Art Classes	\$6.80 / 1 hour	
Materials & Supplies Fees	TBD	Based off cost supplies needed to ensure cost recovery.
Art Workshops	TBD	Based off cost of contracted instructor and supplies needed.
Health & Fitness Workshops	TBD	Based off cost of contracted instructor and supplies needed.
Cooking Program/Workshops (adding)	TBD	Based off cost of contracted instructor and supplies needed.
Guitar/Ukulele Lessons	\$18.00/30 mins	
Taekwondo (All Ages)	\$ 4.55 / 1 hour	
Learning Technology for Older Adults	\$ 2.70 / 1.5 hours	
Cancellation Fee - Minimum	5% admin fee	
Cancellation Fee – 30+ days from program start	5% admin fee	
Cancellation Fee – 14-29 days from program start	15% admin fee	
Cancellation Fee – 1-13 days from program start	25% admin fee	

- All Recreation Programs for those 14 years and older are subject to HST

Schedule "F" - Planning Fees		
Item	Fee	Note
Minor Variance/Permission	Minor - \$650 Major - \$1000 (includes all Commercial/Industrial/Agricultural)	Minor Variance – Minor Includes existing single and two-unit (Single Detached Dwelling, Semi-Detached and Duplex) dwellings, attached/detached secondary dwellings and surplus dwellings, fences, and accesso structures. Minor also includes an application for any facility dealing with a matter of handicapped accessibility only. Minor Variance – Major Includes all non-residential development, residential buildings that are less than one-year old, and all other residential development greater than 2 units.
Zoning By-Law Amendment Official Plan Amendment	\$1200 (Zoning Amendment) \$1200 (Official Plan Amendment) \$2000 (if combined)	
Zoning Amendments for Surplus Dwellings, or a zoning amendment related to an uncontested Consent Decision	\$300	
Site Plan Control Agreement	\$1750	
Site Plan Control Amendment/Minor Site Plan	\$750	(applicant is required to deposit the agreement if required)
Application to Consent (Severance)	\$800 Application Fee  Parkland Fees: Commercial/Industrial – 2% Residential/Agricultural – 5% Up to a maximum of \$7500	
Part Lot Control By-law	\$300	(applicant is required to deposit the by-law  <i>no longer requires council report</i> )
Draft Plan of Subdivision/ Condominium Application	\$1,500 (No major infrastructure being acquired by the municipality) \$3,000(1-20 Lots/Blocks/Units) \$5,000 (21+ Lots/Blocks/Units)	

Subdivision/ Condominium Agreement	\$1,500 (+Security Deposit)	
Partial Release of Security for Subdivisions and Site Plan Agreements	\$100	All requests must be submitted in writing
Tile Drainage Inspection Fee	\$100	
Zoning Compliance Letter	\$75	
Fast Track – Zoning Compliance Letter	\$225	
Subdivision/Site Plan Compliance Letter	\$75	
Heritage Designation Letter	\$50	
Environmental Letter	\$50	
Municipal Consultation Support of Forms (Renewable Energy Projects)	\$100 - projects 10KW or less \$500 – projects greater than 10KW or less than 1MW \$3000 – projects 1MW or greater	
Notes*	Additional fees may include, but are not limited to: Consultant review, marketing for Notice to the Public, Committee member time, staff review and processing, etc. United Counties of SD&G planning fees are not included.	
Temporary Use By-law	\$1500	
Telecommunication/Cell Tower Application	\$1000	
Resubmission Fee (Staff Discretion Applicability)	\$150	(fee imposed after second submission)
Lot Consolidation Agreement Deeming By-law Remove the Holding Lifting of 30cm Reserve Other Planning Agreement (encroachment, development agreement, etc.)	\$500	(applicant is required to deposit the agreement, notice, or by-law)

## Schedule "G"

Public Works		
Item	Fee	Notes
Entrance Permits	\$100.00	
Ditch Fill-in	\$100.00	
Buried Hydro Permit	\$100.00	
Tile Drainage Crossing Permit	\$100.00	
Road Cut Permit	\$100.00	
Civic Number and Post Installed	\$125.00 + HST	
Civic Number Sign	\$40.00 + HST	
Civic Number Sign Installed	\$80.00 + HST	
Civic Number Post	\$40.00 + HST	
Civic Number Post Installed	\$85.00 + HST	
Civic Number Sign- Emily 911	\$125.00 + HST	



## Schedule "H"

<b>Treasury</b>		
<b>Item</b>	<b>Fee</b>	<b>Notes</b>
Tax Certificates	\$60.00	
Compliance/Work Order	\$60.00	
Interest Rate for Miscellaneous A/R	at year-end outstanding balances transferred to taxes 1.25% after the first month	
Tax Account Printouts	\$10.00/transaction	
Prior to year 2005 Tax Account Printouts or History	\$50.00 hourly rate with a minimum \$50.00 fee	
NSF Cheques & Returned Pre-Authorized Payments	\$40.00/transaction	
Tax Sale-Administration Fee	\$200.00 (at registration) \$200.00 (at sale)	