

**THE CORPORATION OF THE
TOWNSHIP OF EAST ZORRA-TAVISTOCK
COUNTY OF OXFORD
BY-LAW # 2024 - 22**

**Being a by-law to Amend Schedule "A" of By-law #2023-42
(Being a by-law to Impose User Fees and Charges)**

WHEREAS the Municipal Act, 2001, S.O. 2001, c. 25, S. 391.1 provides municipalities the authority to impose fees and charges on persons;

AND WHEREAS the Township of East Zorra-Tavistock considered and passed By-law #2023-42, which imposes fees and charges for:

- a) Services and activities provided and done;
- b) Costs payable by it for services and activities provided by the Township;
- c) The use of Township property, including property under Township control.

AND WHEREAS the Township of East Zorra-Tavistock now desires to amend Schedule "A" of By-law #2023-42.

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:

1. That Schedule "A" attached hereto and forming part of this by-law, and the User Fees and Charges contained therein, shall become effective as of June 5, 2024.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 5th DAY OF JUNE, 2024.

Phil Schaefer, Mayor

seal

Will Jaques, Clerk

Schedule "A"
User Fee By-Law

Administration		
Fee Description	Unit of Measure	2024 Proposed Rate (HST Applicable)
General Black/White Copying & Printing	per side	\$ 0.50
General Colour Copying & Printing	per side	\$ 0.75
Burial Certificate	per person	\$ 15.00
Tax Certificate	per property	\$ 60.00
Zoning Certificate	per property	\$ 60.00
Building Work Order	per property	\$ 50.00
NSF Fee or Returned Cheque/PAP	per payment	\$ 35.00
Interest on Past Due Accounts	balance outstanding/monthly	1.25%
Electric Vehicle Charger	per hour	\$ 2.00
Tax Bill Re-Print	per bill	\$ 10.00
Lottery Licences	% of prize value	3%
MFIPPA Request	each	\$5.00 plus actual cost
Tax Sales Process	actual cost+	Actual Cost + 10%

Waste Management		
Fee Description	Unit of Measure	2024 Proposed Rate (Rates set by County)
Blue Bin	per bin	6.50 (Inc HST)
Green Cone	per cone	\$51.50 (Inc HST)
Black Composter	per composter	\$20.00 (Inc HST)
Garbage Tag	per tag	\$2.00 (Tax Exempt)

By-Law Enforcement		
Fee Description	Unit of Measure	2024 Proposed Rate
Kennel Licence	per kennel	\$ 100.00

Fire Services		
Fee Description	Unit of Measure	2024 Proposed Rate (HST Applicable)
9-1-1 Sign Post and Cap	each	\$ 35.00
9-1-1 Blade & Hardware	each	\$ 35.00
9-1-1 Blade & Hardware (post, blade and bolts)	each	\$ 70.00
9-1-1 Sign - New Install by Township, incl. hardware	each	\$ 150.00
Fire Route-Sign, Post & Hardware	each	\$ 55.00
Fire Route-Sign Installed by Township	each	Full Cost Recovery
Work Orders	each	\$ 50.00
Smoke Alarm	each	\$ 15.00
CO Detector	each	\$ 30.00
CO Detector and Smoke Alarm	each	\$ 35.00
Inspection Requests	each	\$ 150.00
Incident Reports Requested	per report	\$ 100.00
False Fire Alarm - 3rd+ Calls	each	\$ 500.00

Schedule "A"
User Fee By-Law

Public Works		
Fee Description	Unit of Measure	2024 Proposed Rate (HST Applicable)
Culverts:		
9m width, 300 - 400mm (30' width, 15")		\$ 1,725.00
12m width, 300 - 400mm (40' width, 15")		\$ 2,300.00
18m width, 300 - 400mm (40' width, 15")		\$ 3,335.00
18m width, 300 - 400mm (40' width, 18")		\$ 3,680.00
Extensions per metre (3')(15")		\$ 173.00
9m width, 450mm (30' width, 18")		\$ 1,955.00
12m width, 450mm (40' width, 18")		\$ 2,530.00
Extensions per metre (3')(18")		\$ 230.00
9m width, over 450mm (30' width, 18")		priced individually
12m width, over 450mm (40' width, 18")		priced individually
Extensions per metre (3') over 450mm		priced individually
Waterbreak - 9m		\$ 518.00
Waterbreak - 12m		\$ 633.00
Waterbreak - 18m		\$ 805.00
Waterbreak - Extensions per meter		\$ 115.00
Other:		
Curb Cut or Relocation of existing curb (7.5m min cut)		\$600 (flat rate)
Private Drain Connection (7.5 m max)		\$30 permit + Full cost Recovery

Commemorative Trees and Benches		
Fee Description	Unit of Measure	2024 Proposed Rate
Commemorative Tree	per tree	\$500
Commemorative Bench	per bench (including plaque)	\$3,000

Schedule "A"
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Planning		
Fee Description	Unit of Measure	2024 Proposed Rate (Tax Exempt)
Application:		
Site Plan Control Agreement Application	per application	\$ 750.00
Site Plan Control Agreement Additional Charge (Oxford County Public Works Development Review Fee)	per application	\$2,500 (New) \$1,500 (Amendments)
Zone Change Application	per application	\$ 550.00
Zone Change Application Additional Charge (County Public Works Review Fee)		\$ 150.00
Minor Variance Application		\$ 500.00
Minor Variance Application Additional Charge (Oxford County Public Works Review Fee)		\$ 100.00
Refunds:		
Refund of Application Submitted-No Work Started		80%
Refund of Application Submitted-Surrounding Property Owner List Created		60%
Refund of Application Submitted-Surrounding Property Owner List Created,Application Circulated for Agency Comment		40%
Refund of Application Submitted-Any Point After Agency Comment Circulation		0%
Deposit:		
Site Plan Control Agreement (Inc. Legal and Engineering) Deposit	per severance	\$ 3,000.00
Severance Agreement Deposit		\$ 2,000.00
Cash in Lieu of Parkland		\$ -
Cash in Lieu of Parkland for Severances that create a new residential lot		\$ 2,000.00
Renewable Energy Projects:		
Renewable Energy Projects Municipal Consultation Costs		Actual Staff Costs+ 15% overhead (\$500 max for OH)
Renewal Energy Projects Municipal Agreement Deposit		\$25,000 to initiate Municipal Agreement +Additional Deposits per the agreement
Renewal Energy Projects Municipal Agreement Costs Recovery (Legal, Engineering, etc.)		Actual External Professional Costs + Actual Staff Costs +15% Overhead (\$500 max for OH)
Renewable Energy Projects Municipal Council Support Resolution Application		\$ 250.00

Schedule "A"
User Fee By-Law

Recreation		
Fee Description	Unit of Measure	2024 Proposed Rate (HST Applicable)
Hickson Community Hall (Capacity 40)		
Hall Rental - Full Rate Monday-Friday 4pm-Midnight Saturday and Sunday 6am-Midnight (SOP Licensed/Commercial)	Daily	\$ 63.75
Hall Rental (Hourly) - Full Rate	Hourly	\$ 25.00
Hall Rental - Reduced Rate	Daily	\$ 25.65
Hall Rental (Hourly) - Reduced Rate	Hourly	\$ 10.00
Innerkip Community Centre (Capacity 230)		
Hall Rental - Full Rate Monday-Friday 4pm-Midnight Saturday and Sunday 6am-Midnight (SOP Licensed/Commercial)	Daily	\$ 382.50
Hall Rental - Reduced Rate	Daily	\$ 153.75
Main Hall - Hourly (no minimum)	Hourly	\$ 56.25
Re-occurring rental charge (fitness classes, etc.) 8 week minimum	Hourly	\$ 37.50
Kitchen Use	per use	\$ 120.00
Memorial Hall (Main Hall: Capacity 320 Upper Hall: Capacity 85)		
Main Hall - Full Rate Monday-Friday 4pm-Midnight Saturday and Sunday 6am-Midnight (SOP Licensed/Commercial)	Daily	\$ 510.00
Main Hall - Reduced Rate	Daily	\$ 205.00
Main Hall - Hourly	Hourly	\$ 75.00
Re-occurring rental charge (fitness classes, etc.)	Hourly	\$ 50.00
Upper Hall - Full Rate	Daily	\$ 85.00
Upper Hall - Reduced Rate	Daily	\$ 45.00
TDRC Hall (Capacity 120)		
Upper Hall (Includes Kitchen & Bar)Full Rate	Daily	\$ 120.00
Upper Hall (Includes Kitchen)Reduced Rate	Daily	\$ 100.00
Upper Hall	Hourly	\$ 35.00
Re-occurring rental charge (fitness classes, etc.) 8 consecutive week minimum	Hourly	\$ 25.00
Upper Hall Bar and Kitchen	Daily in addition to hourly hall rental	\$ 25.00
Upper Hall Board Room	Daily	\$ 40.00

Schedule "A"
User Fee By-Law

Recreation (cont'd)		
Fee Description	Unit of Measure	2024 Proposed Rate (HST Applicable)
Tavistock Arena (Capacity 732)		
Arena Ice Time - Prime	Hourly Monday to Friday: 4 pm to Midnight	\$ 170.00
Arena Ice Time - Non-Prime	Hourly Monday to Friday: 6am to 4 pm	\$ 112.00
Arena Minor Ice-Time - Prime	Hourly Monday to Friday: 4 pm to Midnight	\$ 131.00
Arena Minor Ice Time - Non-Prime	Hourly Monday to Friday: 6am to 4 pm	\$ 108.00
Arena Ice Time - May-August Rate - PRIME	Hourly	\$ 170.00
Arena Same Day Ice (if available)	Hourly 9 am to last rental of the day	75% of applicable rate
Arena Floor & Stands Prime	Daily	\$ 674.00
Arena Dressing Rooms	Per Dressing Room Per Day	\$ 25.00
Public Skating		
Public Skating Pre-School (Ages 3 and under)	per person	Free
Public Skating - Child	per person	\$ 2.00
Public Skating - Adults	per person	\$ 3.00
Public Skating - Family Pass	per family	\$ 9.00
Public Skating - Sponsorship	per hour	\$ 175.00
Curling Club		
Curling Club Floor Area Prime Time	Daily	\$ 85.00
Curling Club Floor Area Non Prime Time	Daily	\$ 85.00
Curling Club Lease Rate	Annual	\$ 16,272.00
Arena Signage		
Arena Signage Large Wall Sign	Annual	\$ 300.00
Arena Signage Small Wall Sign	Annual	\$ 200.00
Arena Signage User Group Logo Painted in the ice	Annual	\$ 225.00
Arena Signage Corporate Logo Painted in the ice	Annual	\$ 1,000.00
Zamboni Signage		
Zamboni Signage Top	Annual	\$ 525.00
Zamboni Signage Front	Annual	\$ 525.00
Zamboni Signage 1/3 of a side	Annual	\$ 375.00
Zamboni Signage 1/2 of a side	Annual	\$ 525.00
Zamboni Signage Lower Middle on side	Annual	\$ 325.00
Zamboni Signage Back Wash Water Tank	Annual	\$ 325.00
Parks		
Queen's Park Pavilion Recreation Hall	Daily	\$ 75.00
Queen's Park Pavilion Recreation Hall	Hourly	\$ 25.00
Queen's Park Pavilion Picnic Shelter	Daily	\$ 75.00
Queen's Park Pavilion Kitchen (with other rental)	Daily	\$ 20.00
Queen's Park Agricultural Pavilion	Daily	\$ 75.00
Queen's Park Dumping Station	per use	\$ 10.00
Hickson Pavilion	Daily	\$ 75.00
Innerkip Pavilion	Daily	\$ 75.00
Recreation - Standard Fees Across All Facilities		
Cancellation Fee (Less than 24 hours notice)	Per Cancellation (Any Facility)	\$ 50.00
Baseball Diamonds	Minor Ball Sets Rates	\$ -