

**THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN**

**BY-LAW NO. 2018 - 25**

**Being a By-law to Establish Fees and Charges**

**WHEREAS** Section 391(1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or 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** Section 69 of the *Planning Act, R.S.O. 1990, c. P. 13*, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 7 of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes a municipal Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

**AND WHEREAS** Pursuant to Section 270(1) of the *Municipal Act* the Council of the Corporation of the Municipality of Magnetawan provided notice in accordance with the Municipality of Magnetawan Provision of Notice Policy By-law 2016-12.

**NOW THEREFORE** the Council of the Corporation of the Municipality of Magnetawan hereby enacts as follows:

**1. GENERAL**

- 1.1.** Council hereby establishes the fees and charges as set out in the Schedules attached hereto and forming an integral part of this By-law.
- 1.2.** This By-law shall be known and may be cited as the “Municipality of Magnetawan Fees and Charges By-law”.
- 1.3.** The fees set out in the attached Schedules shall be paid for the services or activities listed, and all fees are per occasion or request.
- 1.4.** No request by any person for any information, service, activity or use of Municipal property will be provided unless and until the person requesting the information, service, activity or use of Municipal property has paid the applicable fee in the prescribed amount as set out in the Schedules.
- 1.5.** The fees and charges will be subject to Harmonized Sales Tax (HST) and Retail Sales Tax (RST), where applicable.

**2. SEVERABILITY**

If any provision or part of a provision of this by-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**3. CONFLICT WITH ANY OTHER BY-LAW**

In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.

**4. REVIEW**

Council shall review this By-law once per calendar year to ensure that fees are kept up to date and relevant.

**5. REPEAL OF PREVIOUS BY-LAWS**

That By-law 2009-29 be hereby repealed effective the date of passing of this By-law.

**6. EFFECTIVE DATE**

This by-law shall come into force and effect on the date of its final passing.

**READ A FIRST, SECOND, AND THIRD TIME**, passed, signed and the Seal of the Corporation affixed hereto, this 25<sup>th</sup> day of April, 2018

THE CORPORATION OF THE  
MUNICIPALITY OF MAGNETAWAN

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Mayor

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Clerk-Administrator

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**SCHEDULE "A"**

**COMMUNITY SERVICES –FACILITY SERVICES**

Fee Description	
Non-profit	Any recognized not for profit organization that does not gain any profit from its events.
Regular Non-Resident	Adult resident rate unless otherwise stated. Someone who does not either reside in or pay property taxes to, the Municipality of Magnetawan.

**Magnetawan Community Centre, Ahmic Harbour Community Centre & Pavilion**  
All prices subject to applicable taxes

Magnetawan Community Centre *A damage deposit fee of \$250 per day will be taken and returned to renter following post-rental inspection		Monday to Thursday (per day)		Friday 6pm to Sunday 6pm		Friday to Sunday (per day)	
		2018	2019	2018	2019	2018	2019
		Commercial/Non Resident full day	\$150	\$170	\$350	\$390	\$175
Commercial/Non Resident up to 4 hrs	\$80	\$100	n/a	n/a	\$100	\$120	
Resident full day	\$100	\$120	\$250	\$290	\$125	\$145	
Resident up to 4 hours	\$60	\$70	n/a	n/a	\$80	\$90	
Non-profit full day	\$100	\$120	\$250	\$290	\$125	\$145	
Non-profit up to 4 hours	\$60	\$70	n/a	n/a	\$80	\$90	
<b>Add-ons</b>							
Kitchen Rental	\$60	\$75	\$120	\$140	\$70	\$85	
Bar Rental	\$25	\$35	\$90	\$110	\$45	\$55	
Set-up Fee (including tables, chairs, etc)	\$40	\$50	n/a	n/a	\$40	\$50	
Coffee & Tea Set-Up	\$15	\$20	n/a	n/a	\$20	\$25	
Ahmic Harbour Community Centre *A damage deposit fee of \$250 per day will be taken and returned to renter following post-rental inspection		Monday to Thursday (per day)		Friday 6pm to Sunday 6pm		Friday to Sunday (per day)	
		2018	2019	2018	2019	2018	2019
		Commercial/Non Resident full day	\$100	\$120	\$250	\$290	\$125
Commercial/Non Resident up to 4 hrs	\$60	\$80	n/a	n/a	\$80	\$95	
Resident full day	\$70	\$90	\$180	\$220	\$90	\$110	
Resident up to 4 hours	\$50	\$70	n/a	n/a	\$70	\$90	
Non-profit full day	\$70	\$90	\$180	\$220	\$90	\$110	
Non-profit up to 4 hours	\$50	\$70	n/a	n/a	\$70	\$80	
<b>Add-ons</b>							
Kitchen Rental	\$40	\$50	\$120	\$140	\$60	\$70	
Set-up Fee (including tables, chairs, etc.)	\$40	\$50	n/a	n/a	\$40	\$50	
Coffee & Tea Set-up	\$15	\$20	n/a	n/a	\$20	\$25	
Magnetawan Lions Pavilion *A damage deposit fee of \$250 per day will be taken and returned to renter following post-rental inspection		Monday to Thursday (per day)		Friday 6pm to Sunday 6pm		Friday to Sunday (per day)	
		2018	2019	2018	2019	2018	2019
		Commercial/ Non Resident full day	\$100	\$120	\$240	\$260	\$120
Commercial/ Non Resident up to 4 hrs	\$70	\$80	n/a	n/a	\$80	\$90	
Commercial/ Non Resident Hourly	\$30	\$35	n/a	n/a	\$35	\$40	
Resident full day	\$80	\$100	\$200	\$220	\$100	\$110	
Resident up to 4 hours	\$60	\$70	n/a	n/a	\$70	\$80	
Resident Hourly	\$25	\$30	n/a	n/a	\$30	\$35	
Non-profit full day	\$80	\$100	\$200	\$220	\$100	\$110	
Non-profit up to 4 hours	\$60	\$70	n/a	n/a	\$70	\$80	
Non-profit Hourly	\$25	\$30	n/a	n/a	\$30	\$40	
Set-up Fee (tables, chairs, sports equipment, etc.)	\$40	\$50	n/a	n/a	\$40	\$50	

**\*Please note a fee of \$50.00 per half hour will be charged if the renter stays past their booked time, as the Municipality organizes staff to cover the opening and closing of the locations based on booked times\***

**SCHEDULE "B"**  
**CLERKS OFFICE**

<b>Fee Description</b>	<b>Fee</b>
Photocopies per page	\$0.50
Commissioning of Documents	\$10.00
Freedom of Information Requests	As Provided for under MFIPPA
Records Research: Retrieval, Research Subject & Refiling (Not under MFIPPA)	\$30.00/hr
<b>Municipal Parking Lot Fees:</b>	
1 Day Pass	\$3.00 per vehicle
7 Day Pass	\$12.00 per vehicle
30 Day Pass	\$30.00 per vehicle
<b>Locks Passage:</b>	
Locks Daily Passage Fee	\$5.00
<b>Trailer License:</b>	
1 Year License (currently no new licenses being issued. Trailer permits are on a renewal basis only)	\$220.00 per year
<b>Books:</b>	
Nipissing Road Book	\$13.00
Historic Sites Book	\$5.00
Looking Back Book	\$25.00
All three Historic Books Package	\$35.00

**SCHEDULE "C"**  
**TREASURY / TAXES**

\*All rates include HST\*

<b>Fee Description</b>	<b>Fee</b>
Tax Certificate	\$50.00
Returned Item (Cheque or EFT)	\$45.00
Assessment & Tax Rate Search / History	\$50.00 (plus \$20.00 for each additional year prior to 2003)

**SCHEDULE "D"**  
**LANDFILL CHARGES & TIPPING FEES**

<b>Fee Description</b>	<b>Fee</b>
<b>Large Items</b>	
Couches	\$20.00
Chairs	\$10.00
Mattress or Box Springs	\$25.00
<b>Construction Waste</b>	
Pickup Truck, Van or Single axle trailer	\$25.00
Single axle Truck	\$270.00
Tandem Truck 20 yard container	\$540.00
Tri-Axle Truck 40 yard container	\$1080.00
Tandem Axle Trailer	\$150.00
<b>Shingles</b>	
Pickup Truck or Van	\$65.00
Single Axle Trailer	\$125.00
Tandem Axle Trailer	\$540.00
<b>Boats</b>	
Price per linear foot	\$2.00
<b>Tires (no rims allowed, tires only)</b>	
20" and under	N/C
21" and over	N/C
Industrial & Farm Tires	N/C

**SCHEDULE "E"**  
**ADMINISTRATION FEES**

<b>Fee Description</b>	<b>Fee</b>
<b>Dog Licensing</b>	
Service Animals	No Charge
Annual Dog Tag	\$5.00
Life Time Dog Tag	\$30.00
Replacement Dog Tag	\$2.00
<b>Dog Impound Fees</b>	
Impound Fee First Offense	\$50.00
Impound Fee Second Offense	\$75.00
Impound Fee Third Offense	\$100.00
<b>Refreshment Carts &amp; Vehicles</b>	
Placed and removed daily	\$400.00
All other vehicles	\$750.00
Per Event	\$100.00
<b>Transient Trader</b>	
Door to Door Sales	\$250.00
All other Transient traders	\$500.00
<b>Cemetery</b>	
<b>Lot Prices + HST</b>	
Lot	\$150.00
Lot Care & Maintenance	\$250.00
Cremation Lot	\$50.00
Cremation Lot Care & Maintenance	\$150.00
<b>Interments + HST</b>	
Vault	\$400.00
Adult	\$350.00
Children, ten (10) years and under	\$300.00
Cremated Remains	\$100.00
Marker	\$25.00
<b>Monument Care &amp; Maintenance (Stake fees incl.) +HST</b>	
Flat Marker (over 172 sq inches)	\$75.00
Upright Monument (up to 4 feet high and 4 feet wide)	\$125.00
Upright Monument (over 4 feet high and 4 feet wide)	\$225.00
Disinterment	\$400.00
Lot Transfer Fee	\$10.00
<b>Other Administrative Fees</b>	
Lottery license for Community Group	\$5.00
Civic Address Signs	\$40.00
Application for Event Permit	\$200.00
Application for Multiple Event Permit	\$500.00

**SCHEDULE "F"**  
**DEVELOPMENT SERVICES – PLANNING SERVICES**

<b>Planning Deposits</b>	<b>Deposit</b>
OPA *Major (with Zoning Amendment)	\$2,500.00
OPA *Minor (without Zoning Amendment)	\$1,500.00
Amendment to the Zoning By-law - Commercial	\$2,500.00
Amendment to the Zoning By-law – Residential	\$1,000.00
Proposed Plan of Subdivision for Review	\$5,000.00
Review & Execution of a Proposed Subdivision Agreement	\$10,000.00
Applications for Consent submitted for Review	\$500.00
Minor Variance	\$1,500.00

Closing of Road Allowance	\$2,500.00
Any other Property related By-law under the Planning Act	\$1,000.00
Encroachment Agreement	\$1,000.00
Cost Acknowledgement Agreement (Minor)	\$500.00
Cost Acknowledgement Agreement (Major)	\$1,000.00
<b>Planning Application Fee</b>	<b>Fee</b>
OPA *Major (with Zoning Amendment)	\$1,500.00
OPA *Minor (without Zoning Amendment)	\$1,000.00
Amendment to the Zoning By-law - Commercial	\$700.00
Proposed Plan of Subdivision for Review	\$1,000.00
Review & Execution of a Proposed Subdivision Agreement	\$1,000.00
Applications for Consent submitted for Review	\$250.00
Minor Variance Application	\$500.00
Closing of Shore Road Allowance	\$500.00
Any other Property related By-law under the Planning Act	\$500.00
Encroachment Agreement	\$250.00
Road and Shore Road Allowance Closing Application	\$500
MNR Application for Work Permit	\$150.00

<b>Additional Planning Fee Description</b>	<b>Fee</b>
Additional Administration / Processing Fee	<b>A.</b>
Refunds	<b>B.</b>

**A.** Additional administrative processing fee: Where an approval under the *Planning Act* is sought for a development which exists or is under construction, and is in contravention of the requirements of the municipality, an additional administrative / processing fee in the amount of 75% of the respective application fee, as defined herein, shall be required at the time of submission of the application.

**B.** If an application is withdrawn prior to its circulation, the applicant should be entitled to 75% of the application fee. If an application is withdrawn after it has been circulated but prior to a public meeting being held, the applicant should be entitled to 25% of the application fee. If Council or staff has made a decision on a file, a refund will not be considered.

Notwithstanding the above, Clerk-Administrator may reduce the amount of, or waive the requirement for the payment of a fee, where the Clerk-Administrator is satisfied it would be unreasonable in the circumstances to require payment in accordance with this Schedule. However, staff are not always required to exercise this authority and may as necessary refer matters together with a staff report to Council for consideration. In general, data will be tracked to monitor impact and reported annually.

**SCHEDULE "G"**  
**TRANSPORTATION**

<b>Fee Description</b>	<b>Fee</b>
<b>Miscellaneous</b>	
Entrance Permit	\$50.00 – Fee \$500.00 – Deposit
Unassumed Road Allowance Improvement Agreement	\$250.00 fee; \$1,000 deposit
Inquiries/Records Search (Road Access, Maintenance, Services)	\$85.00

**SCHEDULE "H"**  
**FIRE SERVICES**

[A description of the circumstances under which these fees may be charged is included in the Fire Department Establish and Regulate By-law]

<b>Equipment &amp; Staffing</b>	<b>Fee</b>
Apparatus	\$450.00 per hour/per unit
Generator	\$50.00 per hour
Portable Pumps	\$50.00 per hour
Firefighter	\$25.00 per hour
<b>Consumables</b>	<b>Fee</b>
Class A Foam	\$200.00 per pail
Absorbent	\$20.00 per bag
Leak Stop Materials	Replacement cost at time of incident
<b>Administration Costs</b>	<b>Fee</b>
Third Party Inspection	\$50.00 per inspection
Liquor License Inspection	\$100.00 per inspection
Special Events Inspection	\$100.00 per inspection
File Search	\$100.00 per search
Fire Report	\$100.00 per report

**Equipment Damage**

All equipment that is owned or contracted by the fire department that is damaged while the fire department is performing its duties in accordance with the current E&R By-law will be billed at the replacement or repaired cost including all applicable taxes.