

# THE CORPORATION OF THE TOWN OF TECUMSEH

## BY-LAW 2010-85

Being a By-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh

**WHEREAS** Section 391 of *The Municipal Act*, 2001 S.O. 2001, c. M.25 authorizes a municipality to impose fees or charges on 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 any local board; and for the use of its property including property under its control;

**AND WHEREAS** *The Municipal Act*, 2001 S.O. 2001, c. M.25 grants a municipality the power to pass by-laws that impose specific fees for licensing, services, permits and other reasons;

**AND WHEREAS** Section 69 of *The Planning Act*, R.S.O. 1990, c.P.13 grants a council of a municipality, by by-law, and a planning board, by resolution, authority to establish a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** Section 446(1) of *The Municipal Act 2001* S.O. 2001, c. M.25 authorizes a municipality under this or any other Act or under a bylaw under this or any other Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense.


**AND WHEREAS** the Council of The Corporation of the Town of Tecumseh deems it desirable to prescribe administrative fees and charges for The Corporation of the Town of Tecumseh, not otherwise prescribed by by-law;

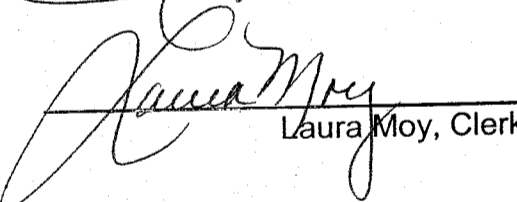
**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF TECUMSEH ENACTS AS FOLLOWS:**

1. In this By-law:
  - (a) "Council" means the municipal Council of The Corporation of the Town of Tecumseh;
  - (b) "Month" means any consecutive thirty day time period;
  - (c) "Town" means The Corporation of the Town of Tecumseh;
  - (d) "Treasurer" means the Treasurer of The Corporation of the Town of Tecumseh.
2. Schedules "A" to "H" attached hereto and forming part of this By-law shall be adopted and prescribed as the administrative fees or charges for the Town.
3. Any person who makes an application to, or a request for services of, or enters into an agreement with, or obtains an approval from, the Town, in respect of the things or matters set out in this By-law, shall pay to the Treasurer the applicable administrative fees or charges set out in the Schedules "A" to "H" of this By-law unless otherwise provided for in this By-law, and such administrative fees and charges are not refundable and are payable upon the person making such application or request for services or entering into such agreement or obtaining such approval.

4. The administrative fees and charges listed in Schedules "A" to "H" attached to this By-law will be subject to applicable taxes including but not limited to Harmonized Sales Tax (HST).
5. Interest on all amounts due and unpaid shall be charged at the rate of 2.0 percent per Month.
6. Any administrative fees or charges imposed under this By-law constitute a debt of the person to the Town and may be added by the Treasurer, together with interest, to the tax roll for any real property in the municipality all of the owners of which are responsible for paying such administrative fees and charges to be collected in like manner as municipal taxes.
7. Nothing in this By-law shall be so construed as to prevent the Council from reducing or waiving any administrative fee or charge set under this By-law.
8. Should any section, subsection, clause or provision of this By-law or its Schedules "A" to "H" be declared by a court of competent jurisdiction to be invalid, the said section, subsection, clause or provision shall not affect the validity of this By-law or its Schedules "A" to "H" as a whole or any part thereof, other than the part so declared to be invalid.
9. That By-law No. 2010-43 and any by-law inconsistent with this by-law are hereby repealed.
10. This by-law may be cited as the "Administrative Fees and Charges By-law".
11. This By-law shall come into force and take effect on January 1, 2011.

**READ** a first, second and third time and finally passed this 14<sup>th</sup> day of December, 2010.

  
Gary McNamara, Mayor

  
Laura Moy, Clerk

**SCHEDULE A**  
**By-Law No. 2010-85**

**General Administration**

TYPE OF FEE	2011 FEES	2010 FEES *	HST
Archival Research - per hour or part thereof with a minimum fee of one hour plus cost of photocopying or plotting	\$ 142.00	\$ 139.00	Y
Photocopies (per page)			
a) 11inch X 17 inch	\$ 1.04	\$ 1.00	Y
b) 8-1/2 inch x 11 inch	\$ 0.30	\$ 0.25	Y
c) 8-1/2 inch x 14 inch	\$ 0.54	\$ 0.50	Y
d) Bound publications	\$ 2.57	\$ 2.50	Y
Maps, plans on plotter - per square foot	\$ 3.06	\$ 3.00	Y
Compliance Reports			
a) Building	\$ 56.00	\$ 55.00	N
b) Fire	\$ 46.00	\$ 45.00	N
c) Public Works	\$ 46.00	\$ 45.00	N
d) Tax Certificates	\$ 46.00	\$ 45.00	N
Municipal Paraphernalia			
a) Licence Plate Covers	\$ 6.67	\$ 6.50	Y
b) Town pins - each	\$ 2.08	\$ 2.00	Y
c) Town buttons - each	\$ 2.08	\$ 1.50	Y
d) Town golf shirts - each	\$ 43.93	\$ 43.00	Y
e) Town retractable pens - each	\$ 2.08	\$ 2.00	Y
f) Town pencils/stick pens	\$ 1.53	\$ 1.50	Y
g) Rulers	\$ 1.04	\$ 1.00	Y
h) Town of Tecumseh flags	\$ 117.47	\$ 115.00	Y
i) Canadian flags	\$ 43.93	\$ 43.00	Y
j) Ontario flags	\$ 43.93	\$ 43.00	Y
Return Cheque	\$ 25.00	\$ 25.00	N
Burial permit	\$ 15.00	\$ 15.00	N
Reprint Tax Bills	\$ 10.00	\$ -	N
Tax Registration administration fee	\$ 100.00	\$ 100.00	N
Transfer of information to CD	\$ 57.00	\$ 56.00	Y

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE B**  
**By-Law No. 2010-85**

**Fire Department**

TYPE OF FEE	2011 FEES	2010 FEES *	HST
Property Inspection by request; Determination of occupancy; New construction (Ontario Building Code); Licensing (Liquor Licensing Board of Ontario); Change in property use			
a) Sq. Ft from 0 to 2,500	\$ 58.14	\$ 57.00	Y
b) Sq. Ft from 2,501 to 5,000	\$ 86.70	\$ 85.00	Y
c) Sq. Ft. from 5,001 to 10,000	\$ 114.24	\$ 112.00	Y
d) Sq. Ft. from 10,001 to 20,000	\$ 227.46	\$ 223.00	Y
e) Sq. Ft. from 20,001 and over	\$ 341.70	\$ 335.00	Y
Fire assistance for private standby beyond normal fire protection at Commercial or industrial premises: per hour per manned apparatus	\$ 171.36	\$ 168.00	Y
Risk & Safety Management Plan Review	to be determined	\$ -	Y
Engineering Peer Review of RSMP Submits	at cost	\$ -	
Daycare Inspection License approval	\$ 58.14	\$ 57.00	Y
Daycare Inspection License Approval follow-up	\$ 18.36	\$ 18.00	Y
Fire Inspection of apartments, boarding and lodging houses made under retrofit apartments in single family dwelling			
a) Owner's Request	\$ 227.46	\$ 223.00	Y
b) From Complaint	\$ 341.70	\$ 335.00	Y
c) Orders Issued	\$ 341.70	\$ 335.00	Y
Fire flow testing private hydrants or request for flow test information	\$ 58.14	\$ 57.00	Y
Fire Video Tape of fire scene	\$ 114.24	\$ 112.00	Y
Fire Scene photographs on disc	\$ 7.14	\$ 7.00	Y
Room Rental	\$ 121.43	\$ 119.05	Y
Smoke House Rental	\$ 121.43	\$ 119.05	Y

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE C**  
**By-Law No. 2010-85**

**Police Services**

<b>TYPE OF FEE</b>	<b>2011 FEES</b>	<b>2010 FEES *</b>	<b>HST</b>
Motor Vehicle Accident Report	\$ 45.00	\$ 45.00	N
Technical Traffic Collision Report	\$ 600.00	\$ 600.00	N
Police Incident Report confirmation	\$ 45.00	\$ 45.00	Y
Police Witness statements	\$ 45.00	\$ 45.00	Y
Police Clearances Tecumseh Residents	\$ 42.00	\$ 42.00	Y
Police Clearances Tec. Residents - volunteer	\$ 16.00	\$ 16.00	Y
Alarm Registration Fee	\$ 15.00	\$ 10.00	N
Fingerprints	\$ 28.00	\$ 28.00	Y

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE D**  
**By-law No. 2010-85**

**Planning Department**

TYPE OF FEE		2011 FEES	2010 FEES *	HST
Application for Consent per severed lot <b>See Note 1</b>		\$ 455.00	\$ 447.00	N
Change a Conditional approval		\$ 120.00	\$ 115.00	N
Special Meeting Fee		\$ 455.00	\$ 447.00	N
Application Fee Minor Variance		\$ 455.00	\$ 447.00	N
Application Fee Official Plan Amendment	Fee	\$ 1,710.00	\$ 1,675.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 2,210.00</b>	<b>\$ 2,175.00</b>	
Application Fee Zoning By-law Amendment Regulation	Fee	\$ 1,710.00	\$ 1,675.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 2,210.00</b>	<b>\$ 2,175.00</b>	
Application Fee Zoning By-law Amendment Minor <b>See Note 2</b>	Fee	\$ 855.00	\$ 837.00	N
	Deposit	\$ 250.00	\$ 250.00	
	<b>Total</b>	<b>\$ 1,105.00</b>	<b>\$ 1,087.00</b>	
Application Fee Holding removal By-law		\$ 570.00	\$ 558.00	N
Application Fee Temporary Use By-law	Fee	\$ 855.00	\$ 837.00	N
	Deposit	\$ 250.00	\$ 250.00	
	<b>Total</b>	<b>\$ 1,105.00</b>	<b>\$ 1,087.00</b>	
Application Fee Renewal Temporary Use By-law		\$ 570.00	\$ 558.00	N
Application Fee Plan of Sub- division/Condominium	Fee	\$ 1,710.00	\$ 1,675.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 2,210.00</b>	<b>\$ 2,175.00</b>	
Application Fee Part Lot Control By-law		\$ 570.00	\$ 558.00	N
Application Fee Development Control Agreement New	Fee	\$ 1,710.00	\$ 1,675.00	N
	Deposit	\$ 3,500.00	\$ 3,500.00	
	<b>Total</b>	<b>\$ 5,210.00</b>	<b>\$ 5,175.00</b>	
Application Fee Development Control Agreement Amendment	Fee	\$ 855.00	\$ 837.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 1,355.00</b>	<b>\$ 1,337.00</b>	
Application Fee Site Plan Control Agreement new	Fee	\$ 1,710.00	\$ 1,675.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 2,210.00</b>	<b>\$ 2,175.00</b>	
Application Fee Site Plan Control Agreement Major	Fee	\$ 855.00	\$ 837.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 1,355.00</b>	<b>\$ 1,337.00</b>	
Application Fee Site Plan Control Agreement Minor <b>See Note 3</b>	Fee	\$ 570.00	\$ 558.00	N
	Deposit	\$ 500.00	\$ 500.00	
	<b>Total</b>	<b>\$ 1,070.00</b>	<b>\$ 1,058.00</b>	

**Note 1:** Where multi-lot development is proceeding by consent, one application and \$455.00 fee will be required per each new, individual lot proposed to be created.

**Note 2:** A minor zoning by-law amendment application is proposed to include the following: For sites currently zoned Agricultural - any addition to the permitted range of users; for sites already zoned - any change to existing regulations.

**Note 3:** Upon the depletion of the \$500.00 deposit amount required to cover the costs for outside technical services (including but not limited to, engineering and legal services), the applicant will be required to submit an additional deposit of \$500.00. All costs incurred by the Town for outside technical services over and above the deposit will be reimbursed to the Town by the applicant

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE E**  
**By-Law No. 2010-85**

**Public Works**

TYPE OF FEE		2011 FEES	2010 FEES *	HST
Sanitary Sewer Inspections	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 1,114.24	\$ 1,112.00	
a) within road and 5 ft back of curb	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
Storm Sewer Inspections	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 1,114.24	\$ 1,112.00	
a) within road and 5 ft back of curb	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
b) beyond 5 ft back of curb	Fee	\$ 59.16	\$ 58.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 559.16	\$ 558.00	
Curb Cuts				
Road Crossings	Fee	\$ 228.48	\$ 224.00	N
	Indemnity	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 1,228.48	\$ 1,224.00	
Culverts	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
Weed cutting		\$ 173.59	\$ 168.00	Y
	a) minimum charge	\$ 173.59	\$ 168.00	Y
b) hourly rate	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
Construct a paved driveway entrance	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
Construct an unpaved driveway entrance	Fee	\$ 114.24	\$ 112.00	N
	Indemnity	\$ 500.00	\$ 500.00	
	Total	\$ 614.24	\$ 612.00	
Signs		\$ 43.35	\$ 42.50	N
	a) Handicap, Fire Route & No Parking	\$ 47.94	\$ 47.00	N
	b) Sign Posts	\$ 41.33	\$ 40.00	Y
General labour charges per hour		\$ 51.00	\$ 50.00	N
Drainage Tiles Inspection				

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE F**  
**By-Law No. 2010-85**

**Parks and Recreation**

TYPE OF FEE	2011 FEES	2010 FEES *	HST
Pavilion Rental			
a) Private Use	\$ 100.00	\$ 95.58	Y
b) Commercial Corporations	\$ 175.00	\$ 167.26	Y
Room Rentals - Arena			
a) Affiliated Comm. Organizations (Local Non-profit)	\$ 30.00	\$ 28.76	Y
b) Private use	\$ 125.00	\$ 119.47	Y
c) Private use - with kitchen	\$ 200.00	\$ 142.92	Y
d) Hourly Rate (Profit Organization (hourly))	\$ 25.00	\$ 20.35	Y
Room Rentals - Optimist Club			
a) Affiliated Comm. Organizations (Local Non-profit)	\$ 30.00	\$ 28.76	Y
b) Private use	\$ 125.00	\$ 119.47	Y
c) Private use - with kitchen	\$ 145.78	\$ 142.92	Y
d) Hourly Rate (Profit Organization (hourly))	\$ 25.00	\$ 20.35	Y
Parks Commemorative Program			
a) Park Bench with concrete pad	\$ 1,000.00	\$ 533.63	N
b) Tree Planting donation	\$ 450.00	\$ 404.87	N
Tennis Court Keys	\$ 21.24	\$ 21.24	Y
Special Event 1 day (Entire Park- Lacasse/Waterfront)	\$ 750.00	\$ 476.99	Y
Special Event 3 day (Entire Park - Lacasse/Waterfront)	\$ 1,800.00	\$ 1,430.97	Y
Special Event 4 day (Entire Park - Lacasse/Waterfront)	\$ 2,400.00	\$ 1,907.96	Y
Security Fencing			
a) Per Panel 6ft X 8ft (1 - 5 day event) delivered only	\$ 2.00	\$ -	Y
b) Per Panet 6ft X 8ft (1 month) delivered only	\$ 5.00	\$ -	Y
c) Per Panel 6ft X 8ft (1 - 5 day event) installed	\$ 4.00	\$ -	Y
d) Per Panel 6ft X 8ft (1 month) installed	\$ 7.00	\$ -	Y
Ice Rental - hourly			
Ice Rental - Prime Time (April 1, 2011)	\$ 157.52	\$ 157.52	Y
Ice Rental - Non- Prime Time (April 1, 2011)	\$ 122.12	\$ 119.47	Y
Ice Rental - Prime Time (prior to April 1, 2011)	\$ 157.52	\$ 157.52	Y
Ice Rental - Non- Prime Time (prior to April 1, 2011)	\$ 119.47	\$ 112.38	Y
Public Skating			
a) Open/Parent & Tot/Seniors	\$ 2.65	\$ 2.65	Y
b) Family rate (up to 5 people)	\$ 8.19	\$ 7.96	Y
Tournament/Event booking 35 hrs or more April - Aug	\$ 100.00	NA	Y
Municipal or Municipal partnership program Apr - Aug	\$ 100.00	NA	Y
Shinny Hockey (per person)	\$ 4.42	NA	Y
Arena Floor (Non ice rentals)			
a) Special Events (Not for Profit per hour)	\$ 90.00	NA	Y
b) Lacross/ball hockey/inline skating etc (per hour)	\$ 65.00	NA	Y
c) Commercial Rental (per day)	\$ 1,500.00	NA	Y
d) Multiple Day Rental (to be negotiated)			
Skate Shop Rental per month	\$ 300.00	NA	Y
Pool Rentals			
a) Pool with max 25 persons	\$ 54.87	\$ 53.54	Y
b) Pool with max 50 persons	\$ 109.73	\$ 107.08	Y
c) Pool with max 75 persons	\$ 162.83	\$ 160.18	Y
d) Pool with max 100 persons	\$ 192.03	\$ 188.72	Y
e) Pool & Slide with max 25 persons	\$ 108.85	\$ 107.08	Y
f) Pool & Slide with max 50 persons	\$ 162.83	\$ 160.18	Y
g) Pool & Slide with max 75 persons	\$ 216.81	\$ 213.50	Y
h) Pool & Slide with max 100 persons	\$ 247.79	\$ 242.04	Y
i) Pool & Tot Pool with max 25 persons	\$ 84.07	\$ 82.30	Y
j) Pool & Tot Pool with max 50 persons	\$ 137.17	\$ 135.24	Y
k) Pool & Tot Pool with max 75 persons	\$ 192.48	\$ 188.72	Y
l) Pool & Tot Pool with max 100 persons	\$ 217.70	\$ 213.50	Y
m) Pool, Tot Pool and Slide with max 25 persons	\$ 138.05	\$ 135.40	Y
n) Pool, Tot Pool & Slide with max 50 persons	\$ 192.92	\$ 188.72	Y
o) Pool, Tot Pool & Slide with max 75 persons	\$ 243.36	\$ 242.04	Y
p) Pool, Tot Pool & Slide with max 100 persons	\$ 276.11	\$ 270.80	Y

<b>Parks &amp; Recreation Continued</b>			
<b>Public Swim</b>			
a) Tot Time - Adult and 1 child	\$ 3.98	\$ 3.76	Y
b) Tot Time - each additional child	\$ 1.77	\$ 1.77	Y
c) Open & Family - per person	\$ 3.10	\$ 2.88	Y
d) Open & Family - per family (max 5)	\$ 9.73	\$ 9.73	Y
e) Adult Length	\$ 3.98	\$ 3.76	Y
f) Waterslide	\$ 1.77	\$ 1.77	Y
<b>Swim Passes</b>			
a) Individual Pass	\$ 48.67	\$ 47.79	Y
b) Family Pass (max 5)	\$ 122.12	\$ 119.47	Y
<b>Aquatic Programs</b>			
a) Parent & Tot	\$ 63.00	\$ 62.00	N
b) Preschool	\$ 63.00	\$ 62.00	N
c) Rookie/Ranger/Star	\$ 63.00	\$ 62.00	N
d) Swimmer	\$ 63.00	\$ 62.00	N
e) Swimmer H40 ratio 1:4	\$ 84.00	\$ 82.00	N
f) Bronze Star	\$ 77.88	\$ 76.33	Y
g) Bronze Medallion	\$ 157.52	\$ 154.42	Y
h) Bronze Cross	\$ 97.34	\$ 95.58	Y
i) Swim Teams	\$ 100.00	\$ 100.00	N
j) NLS Instructor	\$ 253.10	\$ 247.79	Y
k) NLS Lifeguard	\$ 253.10	\$ 247.79	Y
l) Semi-Private Swim Lessons	\$ 21.24	\$ 21.02	Y
m) Private Swim Lessons	\$ 11.50	\$ 11.06	Y

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE G**  
**By-Law No. 2010-85**

**Water Department**

<b>TYPE OF FEE</b>	<b>2011 FEES</b>	<b>2010 FEES *</b>	<b>HST</b>
Unauthorized Hydrant Use	100 + cost	100 + cost	Y
Private Hydrant Maintenance	at cost or 300		N
Water meter frozen	At cost	At cost	N
Turn Water On/Off	At cost	At cost	N
After hours callout	At cost	At cost	N
Damage to Infrastructure	At cost	At cost	N
Water Service Charge	At cost	At cost	N

\* - 2010 Fees as at July 1, 2010, post-HST implementation

**SCHEDULE H**  
**By-Law No. 2010-85**

**Tecumseh Transit**

TYPE OF FEE	2011 FEES	2010 FEES *	HST
Adult Transit Fare	\$1.77	\$1.77	Y
Senior Transit Fare	\$1.33	\$1.33	Y
Student Transit Fare	\$0.88	\$0.88	Y
Child Transit Fare (under 5)	\$0.00	\$0.00	
Veteran Transit Fare	\$0.00	\$0.00	
Blind Person Transit Fare	\$0.00	\$0.00	
Person Accompanying Disabled Rider Fare	\$0.00	\$0.00	
Adult Monthly Bus Pass	\$30.97	\$30.97	Y
Adult 6 Month Bus Pass	\$154.87	\$154.87	Y
Adult 12 Month Bus Pass	\$309.73	\$309.73	Y
Senior Monthly Bus Pass	\$26.55	\$26.55	Y
Senior 6 Month Bus Pass	\$132.74	\$132.74	Y
Senior 12 Month Bus Pass	\$265.49	\$265.49	Y
Student Monthly Bus Pass	\$22.12	\$22.12	Y
Student 6 Month Bus Pass	\$110.62	\$110.62	Y
Student 12 Month Bus Pass	\$221.24	\$221.24	Y

\* - 2010 Fees as at July 1, 2010, post-HST implementation