

THE CORPORATION OF THE TOWN OF HAWKESBURY

By-law N° 59-2019

A by-law to impose fees for services rendered by the Town (consolidated with By-laws N° 40-2020 and N° 43-2020)

WHEREAS under section 391 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 a municipality may impose a fee for services or activities provided or done by or on behalf of any person, and;

WHEREAS it is deemed expedient to revise and update By-law N° 36-2007 and the fees imposed for services or activities rendered by the Town.

NOW THEREFORE, the Municipal Council of the Corporation of the Town of Hawkesbury enacts as follows:

1. **THAT** the fees as outlined in Schedules “A”, “B”, “C”, “D”, “E”, “F”, “G” and “H” attached to and forming part of this By-law be imposed for services rendered by the Town unless specifically indicated in the schedules, these fees are not subjected to provincial or federal taxes.
2. **THAT** section 6.2 of By-law N° 11-2019 on fire false alarms be replaced by the following:

“**THAT** fees as set out in the Administrative Fees By-law, as amended, be levied against the Owner with respect to the second false alarm within a twelve (12) month period from the date of the first false alarm and for any false alarms within this same twelve (12) month period.”
3. **THAT** these fees be reviewed each year and amended as required.
4. **THAT** an administration fee of 15% shall be charged on all expenses encountered by the Town for the purpose of enforcing any municipal by-laws or other services rendered and for which these expenses are charged back to the taxpayer.
5. **THAT** all administration fees mentioned in the present by-law shall be paid in advance.
6. **THAT** this by-law shall be known as the “Administrative Fees By-law”.
7. **THAT** By-law N° 36-2007 be hereby repealed.

8. **THAT** this by-law shall come into full force and effect upon its passing.

**READ A FIRST, SECOND AND ADOPTED UPON THIRD READING
THIS 12th DAY OF NOVEMBER 2019.**

Paula Assaly, Mayor

Christine Groulx, Clerk

SCHEDULE "A"
of
By-law N° 59-2019

Finance

Treasurer's written statement of arrears of taxes on each parcel of land as it appears in the Assessment Roll	\$90.00
Tax certificate	\$90.00
Water meter reading	\$60.00
Returned cheque by a financial institution	\$35.00
Photocopies (all departments)	Per copy \$0.50 Plus taxes

SCHEDULE "B"
of
By-law N° 59-2019

Planning

Application, research, encroachment, work order and any other document	\$90.00
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SCHEDULE "C"
of
By-law N° 59-2019
Technical Services

Blue recycling containers (first one free)	\$15.00 Taxes included
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SCHEDULE "D"
of
By-law N° 59-2019

Clerk and Enforcement Departments

Service of a Commissioner for taking oaths or affidavits except for proof of life for resident	(resident)\$20.00 (non-resident) \$30.00
Burial permit	\$25.00
Burial permit (death occurred outside Hawkesbury-producing Form 17)	\$40.00
Issuance of Marriage Licence	\$130.00
Garage sale permit (for 2 consecutive days)	\$10.00
Appeal on a decision Property Standard, Minor Variances, Taxi, Signs, Domestic animals, Fences Review Committees (amended by By-law N° 40-2020)	\$250.00
Dog licence	(if renewed before March 15 th) \$15.00 (after March 15 th) \$25.00 (issued in November and December, include the following year) \$25.00
Newcomers (with proof of registration in an other municipality)	\$10.00
Replacement of lost dog tag	\$5.00
Kennel	\$450.00
Animal foster home	Application fees \$100.00
Impoundment fees	First day \$80.00 Each day thereafter \$40.00
Registration of exotic animals	\$5.00

SCHEDULE "E"
of
By-law N° 59-2019

Fire Department

Open air burning		
Burning permit		\$35.00
Conference room	Half day	\$60.00
	Full day	\$120.00 Plus taxes
File search		
File search, letter of conformity, Incident confirmation report, etc.		\$90.00
Fire alarm systems-False alarms fees		
First false alarm within a 12 month period		No charge
Second false alarm within a 12 month period		\$300.00
Third and additional false alarms within a 12 month period		\$1,000.00
Fire apparatus		
Pumper by the hour		\$550.00
Ladder truck by the hour		\$1,450.00
Ladder truck each additional hour		\$875.00 Plus taxes
Fire extinguisher training		
Per participant (minimum of 8)		\$15.00 Plus taxes
Fire hose inspection	Size 38-45 mm	\$10.00
	Size 65 mm	\$14.00
	Size 100 mm	\$24.00 Plus taxes

SCHEDULE "E"
of
By-law N° 59-2019
Fire Department

Fire watch	Hourly rate	\$200.00 Plus taxes
Required or upon request, includes 1 apparatus and 2 firefighters		
Gas detector calibration		
Mx-4 Industrial Scientific		\$40.00 Plus taxes
Inspection and Follow-up inspection		
Under 600 sq. meters, not to exceed 2 hours		\$150.00
600-2000 sq. meters, not to exceed 3 hours		\$225.00
Over 2000 sq. meters, not exceed 5 hours		\$300.00
Additional hourly rate (when standard time is exceeded)		\$75.00
Occupant load		\$50.00
Compliance letter / LLBO Inspection/Special occasion/Permit inspection		\$150.00
Licensed Day Care inspection		\$89.00 Plus taxes
Other inspections		
Inspection for liquor licence application		\$150.00
Inspection of refreshment vehicle or food truck (known as chip wagons)		\$100.00 Plus taxes
Carbon monoxide and smoke alarm program		
Installation of a battery operated smoke alarm		\$60.00
Installation of a battery operated combo smoke and CO alarm		\$85.00

SCHEDULE "E"
of
By-law N° 59-2019
Fire Department

Battery 9 volts	\$5.00
Battery 2 X 2 AA 1.5 volt	\$5.00
Installation of a 10 year-Lithium battery operated smoke alarm	\$80.00
Installation of a 10 year-Lithium battery operated combo smoke and CO alarm	\$95.00 Plus taxes
SCBA Bottle refill	
30 minutes	\$7.50
45 minutes	\$8.50 Plus taxes
Professional firefighters	
First hour	\$93.30
Every hour after 1 st hour rounded up to half hour	\$69.98
Communication officers	
First hour	\$66.13
Every hour after 1 st hour rounded up to half hour	\$49.60
Volunteer Firefighters	
First hour	\$45.79
Every hour after 1 st hour rounded up to half hour	\$30.53
Each hour during nine (9) declared holidays	\$45.79
Each hour during three (3) declared holidays	\$61.05
Fire watch costs	
Hourly rate	\$200.00 Plus taxes

SCHEDULE "E"
of
By-law N° 59-2019
Fire Department

Advance bunker gear equipment cleaning	
Per suit	\$55.00 Plus taxes
Chain saw blades and fuel	\$56.25
Ventilation saw chain	\$500.00
Air bottle refills	\$16.00
Air bottle hydrostatic test (if required) (per bottle)	\$48.69
Fire apparatus (rate per hour)	\$500.00 Plus taxes
Arial truck	
First hour	\$1,450.00
Each additional hour	\$875.00 Plus taxes
Class "A" Foam cost per pail (5 gallons)	\$131.25 Plus taxes
Special cleaners for FD equipment	
Truck soap	\$66.74
Truck wax and repair product	\$93.50
Truck degreaser soap	\$76.19
Bunker gear cleaning soap	\$81.19
SCBA soap	\$76.45
Dry sprinkler powder aerosol (DSPA) Bomb (per unit)	\$1,368.75
Absorbent	
44 L	\$58.75
5 lbs	\$25.63

SCHEDULE "E"
of
By-law N° 59-2019

Fire Department

Extinction foam 20 L	\$180.00 Plus taxes
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SCHEDULE "F"
of
By-law N° 59-2019

Recreation and Tourism
Department

Exclusive use of pool including two lifeguards		\$106.00/hour
	Additional lifeguard	\$31.00/hour
Hospital		\$63.00/hour
Corridor		\$26.00/hour
ORCA swimming club		\$67.00/hour
Schools		\$67.00/hour
Private lessons		\$26.10/0.5 hour
Semi-private lessons		\$20.00/0.5 hour Taxes included
Multi-room at the Robert Hartley Sports Complex	General public	\$20.00/hour - court \$90.00/hour – room
	Association & local schools	\$10/hour – court \$60.00/hour – room
	Rental by business	\$1,266 for 8 hours (if overnight closure is required, cost be the hour for numbers of hours) Taxes included
Community Hall at the Robert Hartley Sports Complex	Meeting / assemblies for non-profit	\$0.00 for 1 to 3 hours
	Weekly activities for non profit	\$20.00/hour
	Private rental	\$30.00/hour
	Aqua and ice celebrations	\$0.00 to 1 to 3 hours
	Non-profit events no bar service	\$152.00 for 8 hours
	Non-profit events with bar service	\$233.00 for 8 hours
	Fund raising no bar service	\$0.00 for 8 hours

SCHEDULE "F"
of
By-law N° 59-2019

Recreation and Tourism
Department

	Fund raising with bar service \$81.00 for 8 hours
	Private event no bar service \$203.00 for 8 hours
	Private event with bar service \$284.00 for 8 hours Taxes included
Ice rinks at the Robert Hartley Sports Complex	Association \$144.00/hour Schools \$76.00/hour Minor hockey \$119.00/hour Hawkesbury Figure Skating Club \$119.00/hour Hawkesbury Hawks – practices \$120.50/hour Hawkesbury Hawks – games \$145.80/hour Last minute rentals (96 hours) \$97.00/hour Day rental (7 a.m. to 5 p.m.) \$118.00/hour Night and week-end rentals (after 5 p.m.) \$196.00/hour Adult tournaments \$172.00/hour Minor hockey tournaments \$132.00/hour Ice celebrations \$122.00/hour Tradeshow on slab \$1,246.00/hour Show on slab \$1,169/hour Taxes included
Parks	Non-profit – always free
	Baseball / soccer field Adult general \$20.00/hour
	Week-end rental \$240.00 for 3 days (Saturday & Sunday – free Friday night)
	Booths at Pioneers' Place General public \$500.00 / 3 months
	Booths at Pioneers' Place Non-profit Free 2 days 3 months – on demand
	Confederation Park General public – no electricity \$20.00/hour Confederation Park General public – standard electricity \$30.00/hour \$150.00 for 8 hours (5 hours charged + 3 free)
	Confederation Park Non-profit – no electricity free

SCHEDULE "F"
of
By-law N° 59-2019

**Recreation and Tourism
Department**

	1 hour Confederation Park Non-profit – standard electricity \$20.00/hour \$100.00 for 8 hours (5 hours charged + 3 free) Taxes included
Cleaning of gazebo before event	\$20.00 Rental of chairs \$1.00 each Rental of tables \$4.00 each Taxes included
Parking pass	Resident (initial issuance) \$5.00 Non-resident (per season) \$100.00 Day pass \$10.00 Replacement of lost or damage parking pass \$5.00 Taxes included
Boat mooring at Confederation Park	24 hours \$15.00 Taxes included
RV's overnight parking	24 hours \$25.00 Taxes included

* Rentals for a majority of participants under the age of 15 are not taxable

SCHEDULE "G"
of
By-law N° 59-2019

Public Works

Labour	Hourly rate as per collective agreement and salary scale in effect plus 20% benefits
	Plus taxes
Machineries	
Loader L4	\$98.55/hour
Loader L5	\$98.55/hour
Inter	\$58.95/hour
Pick up	\$15.90/hour
Step Van	\$15.90/hour
Backhoe	\$49.50/hour
Cannox welder	\$21.30/hour
Generator	\$48.00/hour
Bucher S3	\$149.00/hour
Hot Box	\$42.70/hour
Rouleau	\$42.70/hour
Compressor	\$17.85/hour
Kubota	\$25.40/hour
Screco	\$49.34/hour
Traffic lights	\$12.00/hour
	Plus taxes

SCHEDULE "H"
of
By-law N° 59-2019
Environment

<p>Fees to thaw private water services for a job starting during normal business hours. Minimum one hour and fees are rounded to the next half hour</p>	<p>\$147.02 Taxes included</p>
<p>Fees to thaw private water services after normal business hours. Minimum three hours and fees are rounded to the next half hour.</p>	<p>\$339.37</p>
<p>The following hours shall be charged at the hourly rate for normal business hours.</p>	<p>\$147.02 Taxes included</p>
<p>Fees for filling up a tanker from the water filtration plant</p>	<p>Tank of <5,000 IG \$75.00 Tank of >5,000 IG \$140.00 Taxes included</p>