

THE CORPORATION OF THE TOWN OF SMITHS FALLS

BY-LAW NO. 10343-2022

**BY-LAW TO AMEND BY-LAW 8142-2008 BEING A BYLAW TO ESTABLISH
FEES AND CHARGES FOR THE TOWN OF SMITHS FALLS**

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WHEREAS pursuant to the Municipal Act, 2001 as amended a municipality is authorized 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 Council of the Town of Smiths Falls deems it desirable to establish fees and charges related to providing certain goods and services.

NOW THEREFORE the Council of the Corporation of the Town of Smiths Falls enacts as follows:

1. THAT By-law 8142-2008 be amended to reflect the fees and charges detailed in Schedule "A" attached hereto; and
2. THAT the increase to fees for the Arena/Parks and Child Development Centre take force and effect on September 1st, 2022.
3. THAT all other increase to fees take force and effect on June 1st, 2022.

Read a first and second time this 2nd day of May, 2022

Read a third time and passed this 16th day of May, 2022

Mayor

[Handwritten Signature]

Clerk

TOWN OF SMITHS FALLS PROPOSED USER FEES AND CHARGES

Section 391 of The Municipal Act, 2001 as amended

2022 Fee Updates

DESCRIPTION	CURRENT FEE
CORPORATE SERVICES	
Tax Certificate	\$40.00
Tax Account Letter (Confirming Taxes of Previous Year)	\$15.00
Tax Certificate Expedited (less than 48 hrs notice)	\$50.00
Tax Extension Agreement	Legal Costs plus \$100 plus \$50.00
Tax Sale	Advertising Costs + Legal Cost plus \$150
Tax Arrears Registered Letter	\$25.00 plus postage
Final Registered Letter (before proceeding to Baliff)	\$25.00 plus postage
Commissioner of Oath Signatures-Other	\$10 for residents and \$2 for signature thereafter/ \$15.00 non residents and \$2 for signature thereafter
Returned Cheques (NSF)	\$40.00
Water Disconnection Notice	\$10.00
Water Arrears Certificate/Hold Back Request	\$40.00
Water Certificate Expedited (less then 48 hours notice)	\$50.00
Water added to Taxes	\$25.00
Water Account Letter (e.g. for income tax purposes/duplicate receipt)	\$15.00
Property Standards added to Taxes	\$25.00
Accounts Receivables Added to Taxes	\$25.00
Occupancy	\$30.00
Customer Pays on Taxes instead of Water and Vice Versa	\$25.00
Photocopies	\$1.50 + \$0.50 per page
Transfer of Business Licence	Any licence \$100.00 or greater, fee shall be \$50.00 or Any licence less that \$100.00, fee shall be \$25.00
Auctioneers	Annual fee of \$100.00 for year or \$25.00 per event
Refreshment Vehicle (Motorized)	\$600.00/vehicle
Refreshment Vehicle (If owner/applicant pays business tax to Town used in connection)	Annual Fee of \$50.00/Vehicle
Refreshment Vehicle (Non-Motorized)	\$150.00/Vehicle
Refreshment Vehicle-Non-Motorized (If owner/applicant pays business tax to Town used in connection)	Annual Fee of \$50.00/Vehicle
Chip Wagon Structure Modification	\$50.00/request
Charitable BBQ's	No Fee
Retail (Goods & Services)	No Fee
Salesman, Hawkers and Peddlers	\$500.00 Annual Fee
Salesman, Hawkers and Peddlers (Application made by bonafide charitable organization)	\$50.00 Annual Fee
Specific Location Daily Licence	\$50.00/Day-Max. of 4 days
Second Hand Goods/Pawn Shops	No Fee
Room Rental - Chamber	\$85.00 per day or part thereafter
Room Rental - Lounge	\$75.00 per day or part thereafter
Taxis	
Taxi Licences - Driver (Including Disc and Card)	\$70.00
Taxi Driver Background Check (icluded in Initial \$70 for Driver) HST Included	\$35.00
Fingerprint Fee (additional if required) HST Included	\$35.00
Taxi Licences - Owner	\$100.00 per vehicle
Taxi Licences - Broker	\$200.00
Taxi Licences - Change of Stand-by Driver	\$30.00
Change of Stand by Driver	\$30.00
Change of Vehicle	\$25.00
Change of Insurance Information	\$25.00
Lottery Licencing	
Lottery, Bingo, Nevada Licences	No Fee
Vital Stats	
Marriage Licences	\$140.00 for Smiths Falls residents. \$150.00 for non residents.
Outside Death Registration	\$20.00
Inside Death Registration	\$10.00

Planning	
Development Agreement	\$1,500.00
Official Plan Amendment	\$2,500.00
Zoning By-law Amendment	\$2,000.00
Concurrent Official Plan & Zoning Amendment	\$4,000.00
Minor Variance Application	\$800.00
Consent Application	\$1,000.00
Minor Site Plan Control Application	\$1,000.00
Major Site Plan Application	\$2,000.00
Site Plan Amendments	\$1,000.00
Redline Site Plan Amendments	\$100.00
Subdivision Application	\$3,000.00 + \$10 per lot
Condominium Application	\$3,000.00 + \$10 per lot
Encroachment Application	\$300.00
Zoning Compliance Certificates	\$50.00
Building Work Order Compliance Letters	\$50.00
Copy of the Official Plan	\$75.00
Copy of Zoning By-law	\$75.00
Base Admin Fee	\$1,000.00
FIT Application Review	\$1,000.00
Development Permit System - Class 1	\$2,400.00
Cash in Lieu of Parking	\$750.00
File Re-activation Fees for files closed for more than 12 months	\$1,000.00
Lift of Hold Provision from Zoning	\$750.00
Road Closure	\$1,000.00
Deeming	\$300.00
Part Lot Control	\$1,000.00
Extensions of Draft Approval	\$1,000.00
Validation of Title	\$500.00
Temporary Use Extension	\$1000.00
Amendments to Subdivision/Condominium Agreements	\$1,500.00
Expedited Compliance and Certificates	\$60.00
Development Permit System - Class II	\$3000.00
GARBAGE/RECYCLING/ENGINEERING	
Garbage Tags	\$3.00 a tag (effective February 1, 2014)
Large Items (cannot fit into a garbage bag or are 50 lbs or more) require 2 tags	2 tags required
Improvement/Alteration Permit Fee	\$25.00
Improvement/Alteration Inspection Fee	\$75.00
Street Occupancy	\$25.00/day
Hoarding/Use of Sidewalk	\$25.00/day
Composters	\$45.00
Blue Box Container (recycling 22 gallon)	\$8.50
Yellow (Black) Box Container (fibers 22 gallon)	\$8.50
Blue Recycling Cart (wheeled-95 gallon)	\$110.00
Oversize Load Permit - single	\$25.00
Oversize Load Permit Annual	\$100.00
COMMUNITY SERVICES	
Child Development Centre	
Child Development Centre Toddler (18 to 30 months)	\$38.58
Child Development Centre Pre-School (2 ½ to 5 years old)	\$34.07
Child Development Centre Kindergarten	\$34.07
Child Development Centre School Age	\$34.07
Child Development Centre Half Day with lunch	\$20.45
Child Development Centre Half Day no lunch	\$18.19
Child Development Centre Before School Program	\$7.93
Child Development Centre After School Program	\$7.93
Child Development Centre Before and After School Program	\$15.87
Heritage House Museum	
Heritage House Museum - Adult	\$5.00
Heritage House Museum - Seniors	\$4.50
Heritage House Museum - Students	\$4.50
Heritage House Museum - Child (6-12 yrs.)	\$3.50
Heritage House Museum - Membership - Single	\$20.00
Heritage House Museum - Membership - Family	\$35.00

Heritage House Museum - 1-5 Employees	\$50.00
Heritage House Museum - 6-10 Employees	\$75.00
Heritage House Museum - 11-25 Employees	\$100.00
Heritage House Museum - over 25 Employees	\$200.00
Heritage House Museum - Schools/Children	\$4.00
Heritage House Museum - Children's Day Camp	\$25.00 per day
Heritage House Museum - Annual Art Show	\$35.00 hanging fee / 20% commission
Heritage House Museum - Meeting Rental	\$25 per hour plus HST
Heritage House Museum - After Hours Fee	\$25/hr plus HST
Heritage House Museum - Special Occasion Site Booking	\$500.00 plus HST
Heritage House Museum - Wedding Elopment Booking (1 hour)	\$100.00 plus HST
Heritage House Museum - Wedding Photo Booking	\$60.00
Genealogy Library Research Pass	\$5.00/day , \$25.00 per year
Research Fee	\$20.00 for the 1st hour; then \$30.00/hr after
Photo Reproduction Letter Size or Smaller	\$10.00/letter size
Photo Reproduction Ledger Size	\$15.00 /ledger size
Shipping / Handling Fees	As per Canada Post xpress; Handling Fee \$5.00 for first image
Special Event Discount	By Donation
Group Tour Rate (Min. 10 people)	\$0.25 off per person
Admissions - Tea & Tour	\$9.00 per person
Tea	\$5.00 per person
Luncheon	\$15.00 per person
Specialty Tea Events	\$10.00
Educational Day Camps (Half Day)	\$10.00 - \$15.00 per participant
High School Training Programs	\$5.00 per student
Adult Workshops	\$20 - \$40 per participant
Special Occasion Rental Package	\$15.00 per child
Heritage Walking Tours	\$10 per adult, \$5.00 per youth
Costume Rental	\$20.00 per costume
Photocopies	\$0.25 per copy
Special Occasion Rental Package	\$15.00 per child
Heritage Walking Tours	\$10 per adult, \$5.00 per youth
Costume Rental	\$20.00 per costume
Photocopies	\$0.25 per copy
Arena	
Recreation Facility Rentals - Ice Time - Adults - Community Centre	\$185.84
Recreation Facility Rentals - Ice Time - Adults - Youth Arena	\$161.95
Recreation Facility Rentals - Ice Time - Youth - Community Centre	\$134.51
Recreation Facility Rentals - Ice Time - Youth - Youth Arena	\$123.89
Recreation Facility Rentals - Ice Time - Non Prime Time Adults	\$115.04/hour
Recreation Facility Rentals - Ice Time - None Prime Time Youth	\$92.92/hour
Recreation Facility Rentals - Ice Time - Pre Season and Post Season Adult/Youth Time - August, September & April	\$185.84/hour
Recreation Facility Rentals - Ice Time - Pre Season and Post Season Dead Ice Adult/Youth Time - August, September & April	\$128.32/hour
Non Contributing Municipal Surcharge (per person annually for all winter ice programs)	\$378.29
Shinny Hockey	Add Adult Shinny Hockey Fee \$10.00/person
Dead Ice	\$53.10/hour
School Programing - Non Prime	\$53.10/hour
Public Skating	\$2.00/hour
Recreation Facility Rentals - Floor Rental - Licenced	\$600.00 per day
Recreation Facility Rentals - Floor Rental - Unlicenced	\$425.00 per day
Summer Floor Activity (Floor Hockey, Lacrosse) Adults	\$55.00 per hour
Summer Floor Activity (Minor Sports)	\$30.00 per hour
Recreation Facility Rentals - Hall Rental - Licenced Events	\$52.00 per hour
Recreation Facility Rentals - Hall Rental - Unlicenced	\$40.00 per hour
Hall Tournamnet Rental	\$200.00

Sports Fields - Adults	\$27.10 Per Hour (Without Lights) \$40.60 Per Hour (With Lights)
Sports Fields - Minor Sports	\$16.30 Per Hour (without Lights) \$26.90 Per Hour (with Lights)
Sports Fields - Tournaments - Adults	\$172.56 Per Day Per Facility \$101.77 Per Day Per Facility - Friday
Sports Fields - Tournaments - Minor Sports	\$75.22 Per Day Per Facility \$53.10 Per Day Per Facility - Friday
School Sports Field Tournaments	\$66.37 Per Day Per Facility
Pickleball/Tennis Courts	\$2.21 per divided court/per hour
Pickleball/Tennis Courts - With Lighting	\$4.42 per divided court/per hour
Pickleball Tournament	\$66.37 per divided court, per day \$50 added to above if Lights are required
Sports Field Tournament Deposit	\$200.00
Park Rental	\$75.00/day
Arena Advertising	
Stair Raisers	\$100.00/per section/per year
Entrance Stairs	\$200.00/per section/per year
Glass Advertisement	\$100.00/per section/per year
Waste Containers	\$400.00/per section/per year
Washroom Advertisement	\$2,000.00/per section/per year
Ticket Booth Door	\$500.00/per section/per year
End of Arena Space	\$2,000.00/per section/per year
Corner Bleacher Wraps (min 5 year agreement)	\$2,000.00/per section/per year
Facility Naming Rights (min 10 year agreement) Score Clock	\$10,000.00/per section/per year
Dressing Room Doors (min 5 year agreement)	\$5,000.00/per section/per year
Penalty Box (min 5 year agreement)	\$2,000.00/per section/per year
Press Box (min 5 year agreement)	\$5,000.00/per section/per year
<i>Arena reserves the right to sell through a public RFP process, Subject to council approval. All longterm agreements will be approved by</i>	
Victoria Park Fees	
Daily Mooring Fee	\$1.80 per foot per day plus tax
Early Arrival Fee (April 26th - May 17th)	\$100.00
Late Departure Fee (October 14th - October 31st)	\$100.00
Misc. Fees - Sewage Pump Out - Boats	\$23.00 plus tax
Misc. Fees - RV's Use of Dump Station	\$13.80
Community Services Rentals	
Sign Board Advertising - Sports Fields	\$500.00/Sign/Year
Table Rentals (Inside Community Centre & Youth Arena ONLY)	\$5.00 per table per day
Chair Rentals (Indoor) (Inside Community Centre & Youth Arena ONLY)	\$3.00 per chair per day
Picnic Table Rental	\$10/table/day
Bleacher Rental	\$100/bleacher/day
Extra Power	*to be determined/event
Lower Reach Stage	\$300/event
Portable Stage 24'X16' *incl setup	\$800
Tent 20'x20' *incl setup	\$300/event
Tents 10'x10	\$75/event
Garbage Cans	\$5/can/event
Barricades	\$5/barricade/event
Pylons	\$3/pylon/event
Staffing	\$30 pp/hour
Delivery & Pickup (Stage, Tents, Garbage Cans, Barricades & Pylons)	\$30 pp/hour
FIRE	
Open Air Fire Permit	\$25.00 for the first year/ \$10.00 for subsequent years
Fire Certificates	\$50.00
Filling Breathing Air Cylinder	At Fire Hall- \$8/cylinder or On scene \$8/cylinder with a minimum charge of \$200

Emergency Response - All Motor Vehicle Collisions	\$509.89 per apparatus per hour/first hour c/w personnel. Each subsequent half hour per apparatus at the rate of \$254.95 This charge will automatically increase when the Ministry of Transportation of Ontario send out their adjustment.
Fire and CO Alarm Permit	\$15.00/year
New Home Inspections for Real Estate Agencies	\$150.00
Full Time Recruitment Written Exam Charge per Candidate	\$200.00
Parking	
Parking - Market Street Lot - Monthly Rate	\$25.00/month
Parking - Market Street Lot - Overnight Parking Rate	\$50.00/month
Parking Space Rental - Funeral Homes	\$300.00 per year
Parking - Cash in Lieu	\$750.00 Per Space
Driveway - Access Replacement/Sidewalk Improvements	\$110.00 / m.sq.
Hillcrest Cemetery	
Hillcrest Cemetery - Sale of Plot to Resident - Cremation Lot 4'x4' - Holder Rights	\$306.88
Hillcrest Cemetery - Sale of Plot to Resident - Cremation Lot 4'x4' - Care & Mtce.	\$253.12
Hillcrest Cemetery - Sale of Plot to Resident - Standard Lot 4'x10' - Holder Rights	\$520.60
Hillcrest Cemetery - Sale of Plot to Resident - Standard Lot 4'x10' - Care & Mtce.	\$429.40
Hillcrest Cemetery - Sale of Plot to Non-Resident - Cremation Lot 4'x4' - Holder Rights	\$383.60
Hillcrest Cemetery - Sale of Plot to Non-Resident - Cremation Lot 4'x4' - Care & Mtce.	\$316.40
Hillcrest Cemetery - Sale of Plot to Non-Resident - Standard Lot 4'x10' - Holder Rights	\$636.74
Hillcrest Cemetery - Sale of Plot to Non-Resident - Standard Lot 4'x10' - Care & Mtce.	\$525.20
Columbarium 3 - Top Level Niche Row 5 - Holder Rights	\$1,993.20
Columbarium 3 - Top Level Niche Row 5 - Care and Maintenance	\$406.80
Columbarium 3 - Middle Level Niche row 3 & 4 - Holder Rights	\$1,827.10
Columbarium 3 - Middle Level Niche row 3 & 4 - Care and Maintenance	\$372.90
Columbarium 3 - Middle Level Niche row 2 - Holder Rights	\$1,661.00
Columbarium 3 - Middle Level Niche row 2 - Holder Rights - Care and Maintenance	\$339.00
Columbarium 3 - Middle Level Niche row 1 - Holder Rights	\$1,494.90
Columbarium 3 - Middle Level Niche row 1 - Care and Maintenance	\$305.10
Columbarium 3 Opening and Closing	\$120.00
Cemetery Service Rate - Interment of Adult	\$900.00
Cemetery Service Rate - Interment of Child	\$265.00
Cemetery Service Rate - Interment of Infant	\$122.00
Cemetery Service Rate - Interment of Cremated Remains	\$750.00
Cemetery Miscellaneous Rates - Support Services for Transfer of Remains	\$200.00
Other Administrative or Maintenance Costs	\$100.00
Resetting & repair Monument - Greater than 31" Width Base but less than 48" Height or Length	\$380.00

Resetting & Repair Monument - Up to 30" Width Base	\$280.00
Marking Fee	\$100.00
Cemetery Miscellaneous Rates - Transfer of Plot	\$125.00
Cemetery Marker Care and Maintenance - Flat Marker (173 sq.in./439.42 sq.cm.)	\$100.00
Cemetery Marker Care and Maintenance - Upright Marker (4 ft. (1.22m) x 4 ft. (1.22m) long or less	\$200.00
Cemetery Marker Care and Maintenance - Upright Marker (more than 4 ft. (1.22m) x 4 ft. (1.22m) long	\$400.00
Animal Tags	
Dog Tag (Spayed or Neutered)	\$15.00 prior to March 31 OR \$30.00 after March 31
Dog Tag (Not Spayed or Neutered)	\$30.00 prior to March 31 OR \$60.00 after March 31
Dog Tag (Spayed or Neutered with Chip)	\$5.00 OR \$10.00 after March 31
Dog Tag (Not Spayed or Neutered with Chip)	\$10.00 or \$20.00 after March 31
Guide Dogs / Service Dogs	\$0.00
Cat Tag (Spayed or Neutered)	\$15.00 prior to March 31 OR \$30.00 after March 31
Cat Tag (Not Spayed or Neutered)	\$30.00 prior to March 31 OR \$60.00 after March 31
Cat Tag (Spayed or Neutered with Chip)	\$5.00 OR \$10.00 after March 31
Cat Tag (Not Spayed or Neutered with Chip)	\$10.00 or \$20.00 after March 31
Tag for Microchipped Animals	\$5.00 annually
Replacement Tags	\$5.00 Each
Kennel Licence	\$100.00
Impound and Daily Maintenance Fee (Dogs)	\$45.00
Impound and Daily Maintenance Fee (Cats)	\$10.00
Building Department	
Building Dept. Water/Sewer Inspection	\$150.00