

THE CORPORATION OF THE TOWN OF SMITHS FALLS

BY-LAW NO. 10515-2024

**BEING A BY-LAW TO AMEND BY-LAW 8142-2008 BEING A BYLAW TO
ESTABLISH FEES AND CHARGES THEREBY INCREASING FEES**

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WHEREAS pursuant to Section 391(1) of The Municipal Act, S.O. 2001, c25 as amended, a municipality and a local board may pass by-laws imposing fees or charges on any class of 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 local board and for the use of its property including property under its control.

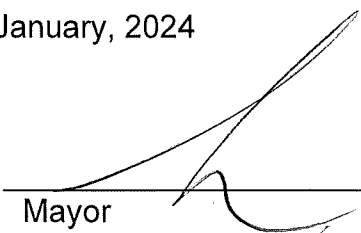
WHEREAS the Council of the Town of Smiths Falls deems it desirable to amend and establish updated fees as detailed in Schedule "A" to ensure that the municipality is charging fair rates as well as reviewing new revenue opportunities.

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 provisions of this bylaw shall come into force and take effect upon the passing thereof.

Read a first and second time this 15th day of January, 2024

Read a third time and passed this 15th day of January, 2024



Mayor



Clerk

TOWN OF SMITHS FALLS PROPOSED USER FEES AND CHARGES

Section 391 of The Municipal Act, 2001 as amended

2024 Fee Updates

(HST if applicable, included unless otherwise noted)

DESCRIPTION		CURRENT FEE (plus HST)
CORPORATE SERVICES		
Tax Certificate	HST Exempt	\$50.00
Tax Account Letter (Confirming Taxes of Previous Year)	HST Exempt	\$15.44
Tax Certificate Expedited (less than 48 hrs notice)	HST Exempt	\$60.00
Tax Extension Agreement	HST Exempt	Legal Costs plus \$154.35
Tax Sale	HST Exempt	Advertising Costs + Legal Cost plus \$154.35
Tax Arrears Registered Letter	HST Exempt	25.75
Final Registered Letter (before proceeding to Baliff)	HST Exempt	25.75
Commissioner of Oath Signatures-Other	HST Exempt	\$10 for residents and \$2 for signature thereafter/ \$15.00 non residents and \$2 for signature thereafter
Returned Cheques (NSF)	HST Exempt	\$41.15
Water Disconnection Notice	HST Exempt	\$10.30
Water Arrears Certificate/Hold Back Request	HST Exempt	\$50.00
Water Certificate Expedited (less then 48 hours notice)	HST Exempt	\$60.00
Water added to Taxes	HST Exempt	\$25.75
Water Account Letter (e.g. for income tax purposes/duplicate receipt)	HST Exempt	\$15.45
Property Standards added to Taxes	HST Exempt	\$25.75
Accounts Receivables Added to Taxes	HST Exempt	\$25.75
Occupancy	HST Exempt	\$30.85
Customer Pays on Taxes instead of Water and Vice Versa	HST Exempt	\$25.75
Photocopies		\$1.50 + \$0.50 per page
Transfer of Business Licence	HST Exempt	Any licence \$100.00 or greater, fee shall be \$50.00 or Any licence less that \$100.00, fee shall be \$25.00
Auctioneers	HST Exempt	Annual fee of \$100.00 for year or \$25.00 per event
Refreshment Vehicle (Motorized)	HST Exempt	\$600.00/vehicle
Refreshment Vehicle (If owner/applicant pays business tax to Town used in connection)	HST Exempt	Annual Fee of \$50.00/Vehicle
Refreshment Vehicle (Non-Motorized)	HST Exempt	\$150.00/Vehicle
Refreshment Vehicle-Non-Motorized (If owner/applicant pays business tax to Town used in connection)	HST Exempt	Annual Fee of \$50.00/Vehicle
Chip Wagon Structure Modification	HST Exempt	\$50.00/request
Charitable BBQ's		No Fee
Retail (Goods & Services)		No Fee
Salesman, Hawkers and Peddlers	HST Exempt	\$500.00 Annual Fee
Salesman, Hawkers and Peddlers (Application made by bonafide charitable organization)	HST Exempt	\$50.00 Annual Fee
Specific Location Daily Licence	HST Exempt	\$50.00/Day-Max. of 4 days

Second Hand Goods/Pawn Shops	HST Exempt	No Fee
Room Rental - Chamber		\$85.00 per day or part
Room Rental - Lounge		\$75.00 per day or part
Taxis		
Taxi Licences - Driver (Including Disc and Card)	HST Exempt	\$70.00
Taxi Driver Background Check (included in Initial \$70 for Driver) HST Included		\$35.00
Fingerprint Fee (Additional if required) HST Included		\$35.00
Taxi Licences - Owner (Per vehicle)	HST Exempt	\$100.00
Taxi Licences - Broker	HST Exempt	\$200.00
Taxi Licences - Change of Stand-by Driver	HST Exempt	\$30.00
Change of Stand by Driver	HST Exempt	\$30.00
Change of Vehicle	HST Exempt	\$25.00
Change of Insurance Information	HST Exempt	\$25.00
Lottery Licencing		
Lottery, Bingo, Nevada Licences		No Fee
Vital Stats		
Marriage Licences	HST Exempt	\$140.00 for Smiths Falls residents \$150.00 for non residents
Outside Death Registration	HST Exempt	\$20.00
Inside Death Registration	HST Exempt	\$10.00
Planning		
Development Agreement	HST Exempt	\$1,000.00
Official Plan Amendment	HST Exempt	\$2,500.00
Zoning By-law Amendment	HST Exempt	\$2,000.00
Concurrent Official Plan & Zoning Amendment	HST Exempt	\$4,000.00
Minor Variance Application	HST Exempt	\$800.00
Consent Application	HST Exempt	\$1,000.00
Minor Site Plan Control Application	HST Exempt	\$1,000.00
Major Site Plan Application	HST Exempt	\$2,000.00
Site Plan Amendments	HST Exempt	\$1,000.00
Redline Site Plan Amendments	HST Exempt	\$100.00
Subdivision Application	HST Exempt	\$3,000.00 + \$10 per lot
Condominium Application	HST Exempt	\$3,000.00 + \$10 per unit
Encroachment Application	HST Exempt	\$300.00
Zoning Compliance Certificates	HST Exempt	\$50.00
Building Work Order Compliance Letters	HST Exempt	\$50.00
Copy of the Official Plan	HST Exempt	\$75.00
Copy of Zoning By-law	HST Exempt	\$75.00
Base Admin Fee	HST Exempt	\$1,000.00
FIT Application Review	HST Exempt	\$1,000.00
Development Permit System - Class 1	HST Exempt	\$2,400.00
Cash in Lieu of Parking	HST Exempt	\$750.00
File Re-activation Fees for files closed for more than 12 months	HST Exempt	\$1,000.00
Lift of Hold Provision from Zoning	HST Exempt	\$1000.00

Road Closure	HST Exempt	\$1,000.00
Deeming By-law	HST Exempt	\$300.00
Lifting Part Lot Control	HST Exempt	\$1,000.00
Extensions of or minor amendments to Subdivision Draft Approval	HST Exempt	\$1,000.00
Validation of Title	HST Exempt	\$500.00
Temporary Use Extension	HST Exempt	\$1000.00
Amendments to Subdivision/Condominium Agreements	HST Exempt	\$1,500.00
Expedited Compliance and Certificates	HST Exempt	\$60.00
Development Permit System - Class II	HST Exempt	\$3000.00
Patio and Merchandise Display Approvals		As per Patio By-law currently in effect
Sign Permits	HST Exempt	As per Sign By-law currently in effect
GARBAGE/RECYCLING/ENGINEERING		
Garbage Tags	HST Exempt	\$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	HST Exempt	2 tags required
Improvement/Alteration Permit Fee	HST Exempt	\$25.00
Improvement/Alteration Inspection Fee	HST Exempt	\$75.00
Street Occupancy	HST Exempt	\$25.00/day
Hoarding/Use of Sidewalk	HST Exempt	\$25.00/day
Composters		\$45.00
Blue Box Container (recycling 22 gallon)		\$9.25
Yellow (Black) Box Container (fibers 22 gallon)		\$9.25
Blue Recycling Cart (wheeled-95 gallon)		\$145.00
Oversize Load Permit - single	HST Exempt	\$25.00
Oversize Load Permit Annual	HST Exempt	\$100.00
Water-Sewer Permit - Permit Fee	HST Exempt	\$25.00
Water-Sewer Permit - New Water/Sewer Service Inspection	HST Exempt	\$75.00
Water-Sewer Permit - Water Meter Installation Inspection	HST Exempt	\$75.00
COMMUNITY SERVICES		
Child Development Centre		
Child Development Centre Toddler (18 to 30 months)	HST Exempt	\$17.36
Child Development Centre Pre-School (2 ½ to 5 years old)	HST Exempt	\$15.33
Child Development Centre Kindergarten	HST Exempt	\$15.33
Child Development Centre School Age	HST Exempt	\$34.07
Child Development Centre Half Day with lunch	HST Exempt	\$12.00
Child Development Centre Half Day no lunch	HST Exempt	\$12.00
Child Development Centre Before School Program	HST Exempt	\$7.56
Child Development Centre After School Program	HST Exempt	\$7.56
Child Development Centre Before and After School Program	HST Exempt	\$12.00
Heritage House Museum		
Heritage House Museum - Adult		\$8.85

Heritage House Museum - Seniors		\$6.64
Heritage House Museum - Student/Child		\$6.64
Heritage House Museum - Membership - Single		\$25.00
Heritage House Museum - Membership - Family		\$40.00
Heritage House Museum - Children's Day Camp (Per day)		\$40.00
Heritage House Museum - Annual Art Show		\$35 hanging fee & 20% commision on sales
Heritage House Museum - Rental (Full day)		\$250
Heritage House Museum - Rental (Half day)		\$150
Heritage House Museum - After Hours Fee		\$50
Heritage House Museum - Special Occasion Private Site		\$600
Heritage House Museum - Wedding Elopment Booking (1 hour)		\$150
Heritage House Museum - Wedding Photo Booking		\$75.00
Genealogy Library Research Pass		\$5.00/day , \$50.00 per year
Research Fee		\$20.00 for the 1st hour; then \$50.00/hr after
Photocopies		\$0.25
Photo Reproduction Letter Size or Smaller		\$10.00/letter size
Photo Reproduction Ledger Size		\$15.00 /ledger size
<i>Shipping / Handling Fees</i>		As per Canada Post xpress; Handling Fee \$5.00 for first image
Group Tour Rate (Per person, minimum 10 people)		\$5.00
Childrens Party Rental Package		\$20.00 per child
Heritage Walking Tours		\$10 per adult, \$5.00 per youth
Costume Rental (Per costume)		\$30.00
Arena		
Recreation Facility Rentals - Ice Time - Adults - Community Centre		\$238.94
Recreation Facility Rentals - Ice Time - Adults - Youth Arena		\$185.84
Recreation Facility Rentals - Ice Time - Youth - Community Centre		\$172.57
Recreation Facility Rentals - Ice Time - Youth - Youth Arena		\$134.51
Recreation Facility Rentals - Ice Time - Non Prime Time Adults		\$159.29
Recreation Facility Rentals - Ice Time - None Prime Time Youth		\$137.17
Recreation Facility Rentals - Ice Time - Pre Season and Post Season Adult/Youth Time - July/Aug/Sept & April/May		\$238.94
Shinny Hockey (Add Shinny Hockey fee, per person)		\$4.42
Dead Ice (Hourly)		\$66.37
Recreation Facility Rentals School Programing - Non Prime		\$66.37
Public Skating Pass		\$13.27
Public Skating (Hourly)		\$2.00
Recreation Facility Rentals - Floor Rental - Licenced (Per day)		\$641.59
Recreation Facility Rentals - Floor Rental - Unlicenced (Per day)		\$451.33
Summer Floor Activity (Floor Hockey, Lacrosse) Adults (Hourly)		\$66.37
Recreation Facility Rentals (Minor Sports) (Hourly)		\$44.25
Recreation Facility Rentals - Hall Rental - Licenced Events (Hourly)		\$66.37
Recreation Facility Rentals - Hall Rental - Unlicenced (Hourly)		\$48.67
Hall Tournamnet Rental (Day rate)		\$212.39
Sports Fields - Adults (Per hour)		\$30.97

Sports Fields - Minor Sports (Per hour)		\$18.30
Sports Fields - Tournaments - Adults (Per facility, per day, excepting Friday)		\$185.84
Sports Fields - Tournaments - Minor Sports (Per facility, per day, excepting Friday)		110.62
School Sports Field Tournaments (Per day, per facility)		\$70.80
Pickleball/Tennis Courts (Per divided court, per hour)		\$2.65
Pickleball Tournament (Per divided court, per day)		\$70.80
Park Rental - Private/Not for Profit day rate		\$75.22
Park Rental - Corporate Day Rate		\$88.50
Events and Festivals		
Sports Field Damage Deposit (per field) (Refundable)	HST Exempt	\$1,000.00
Arena and Field Advertising		
Sign Board Advertising - Sports Field (Per sign, per year)		\$508.85
<i>The Department of Community Services Reserves the Right to sell, through a public RFP process, advertising packages ; Subject to CAO approval.</i>		
Victoria Park Fees		
Daily Mooring Fee		\$1.85 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		\$35.00
Community Services Rentals		
Table Rentals (Inside Community Centre and Youth Arena only - per table, per day)		\$4.42
Chair Rentals (Inside Community Centre and Youth Arena only - per 10 chairs or portion thereof, per day)		\$17.70
Picnic Table Rental (Per table, per day)		\$8.85
Bleacher Rental (Per bleacher, per day)		\$101.77
Additional Power - Assessed per event; to a maximum per day		\$44.25
Lower Reach Stage (Per event, to a maximum of 3 days or portion thereof)		\$309.73
Portable Stage 24'x16' including setup and take down (Per event, to a maximum of 3 days or portion thereof)		\$818.58
Tent 20'x20' including setup and take down (Per event, to a maximum of 3 days or portion thereof)		\$309.73
Tent 10'x10' including setup and take down (Per event, to a maximum of 3 days or portion thereof)		\$79.65
Garbage Receptacle (per receptacle, per day; not including removal)		\$5.31
Barricades (per barricade, per day; including drop off and pick up)		\$5.31
Pylons (Per 5 pylon, per day; including drop off and pick up)		\$13.27
Staffing Hours (Per staff person, per hour)		\$40.00
Delivery & Pickup of rented materials related to events (Per staff person, per hour)		\$30.00
FIRE		
Open Air Fire Permit	HST Exempt	\$15.00 each year
Fire Certificates		\$50.00

Filling Breathing Air Cylinder		\$10.00/cylinder with a minimum charge of \$200 per year
Emergency Response - All Motor Vehicle Collisions	HST Exempt	\$559.86 per apparatus per hour/first hour. Each subsequent half hour per apparatus at the rate of \$279.93 This charge will automatically increase when the Ministry of Transportation of Ontario send out their adjustment.
Fire and CO Alarm Permit	HST Exempt	\$15.00/year
New Home Inspections for Real Estate Agencies		\$150.00
Full Time Recruitment Written Exam Charge per Candidate		\$200.00
Response to more than 3 false alarms at the same facility and the same alarm	HST Exempt	same as MVC charge
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		\$315.00
Hillcrest Cemetery - Sale of Plot to Resident - Cremation Lot 4'x4' - Care & Mtce.		\$260.00
Hillcrest Cemetery - Sale of Plot to Resident - Standard Lot 4'x10' - Holder Rights		\$535.00
Hillcrest Cemetery - Sale of Plot to Resident - Standard Lot 4'x10' - Care & Mtce.		\$440.00
Hillcrest Cemetery - Sale of Plot to Non-Resident - Cremation Lot 4'x4' - Holder Rights		\$390.00
Hillcrest Cemetery - Sale of Plot to Non-Resident - Cremation Lot 4'x4' - Care & Mtce.		\$325.00
Hillcrest Cemetery - Sale of Plot to Non-Resident - Standard Lot 4'x10' - Holder Rights		\$640.00
Hillcrest Cemetery - Sale of Plot to Non-Resident - Standard Lot 4'x10' - Care & Mtce.		\$550.00
Columbarium 3 - Top Level Niche Row 5 - Holder Rights		\$2,050.00
Columbarium 3 - Top Level Niche Row 5 - Care and Maintenance		\$425.00
Columbarium 3 - Middle Level Niche row 3 & 4 - Holder Rights		\$1,875.00
Columbarium 3 - Middle Level Niche row 3 & 4 - Care and Maintenance		\$390.00
Columbarium 3 - Middle Level Niche row 2 - Holder Rights		\$1,710.00
Columbarium 3 - Middle Level Niche row 2 - Holder Rights - Care and Maintenance		\$350.00
Columbarium 3 - Middle Level Niche row 1 - Holder Rights		\$1,535.00
Columbarium 3 - Middle Level Niche row 1 - Care and Maintenance		\$315.00
Columbarium 3 Opening and Closing		\$125.00
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)	HST Exempt	\$15.00 prior to March 31 OR \$30.00 after
Dog Tag (Not Spayed or Neutered)	HST Exempt	\$30.00 prior to March 31 OR \$60.00 after
Dog Tag (Spayed or Neutered with Chip)	HST Exempt	\$5.00 OR \$10.00 after March 31
Dog Tag (Not Spayed or Neutered with Chip)	HST Exempt	\$10.00 or \$20.00 after March 31
Guide Dogs / Service Dogs	HST Exempt	\$0.00
Cat Tag (Spayed or Neutered)	HST Exempt	\$15.00 OR \$30.00 after March 31
Cat Tag (Not Spayed or Neutered)	HST Exempt	\$30.00 OR \$60.00 after March 31
Cat Tag (Spayed or Neutered with Chip)	HST Exempt	\$5.00 OR \$10.00 after March 31
Cat Tag (Not Spayed or Neutered with Chip)	HST Exempt	\$10.00 or \$20.00 after March 31
Tag for Microchipped Animals	HST Exempt	\$5.00 annually
Replacement Tags	HST Exempt	\$5.00 Each
Kennel Licence	HST Exempt	\$100.00
Impound and Daily Maintenance Fee (Dogs)	HST Exempt	\$45.00
Impound and Daily Maintenance Fee (Cats)	HST Exempt	\$10.00
Building Department		
Building Dept. Water/Sewer Inspection		\$150.00
Building Permits		As per Building By-law