



OFFICE CONSOLIDATION

By-Law No. 29-2016

A by-law to establish Fees and Charges for services, activities, and the use of property provided by the Town of Renfrew

This by-law is printed under the authority of the Council of the Corporation of the Town of Renfrew

AMENDMENTS

<u>DATE</u>	<u>AMENDING BY-LAW</u>	<u>AMENDMENTS</u>
April 11, 2017	By-Law No. 22-2017	Schedules A through D
May 16, 2017	By-Law No. 30-2017	Schedule D
March 27, 2018	By-Law No. 23-2018	Schedules A through D
April 23, 2019	By-Law 26-2019	Schedules C and D
June 25, 2019	By-Law 40-2019	Schedule B
July 21, 2020	By-Law 48-2020	Schedules A, C and D
December 15, 2020	By-Law 89-2020	Schedule D
August 17, 2021	By-Law 57-2021	Schedule B

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Schedule "A"
Administration/Finance

Service or Activity	Fees - 2019	Fees - 2020	Notes
Sale of Land for Tax Arrears:			
<ul style="list-style-type: none"> • Administration Cost 	\$200.00 (plus HST)	\$200.00 (plus HST)	In addition to the Administration Cost, all additional actual costs incurred by the Town of Renfrew for any services and documentation under the Sale of Land for Tax Arrears proceedings will be included in the "cancellation price"; summarized as follows:
Set-up	Actual Costs Incurred	Actual Costs Incurred	Initial set-up of individual database files
Tax Registration	Actual Costs Incurred	Actual Costs Incurred	Title Search
			Preparation and Registration of Tax Arrears Certificate
			Corporate Search (if Registered Owner is a Corporation)
			Preparation and Delivery of First Notices
			Preparation and Delivery of Final Notices
Other Costs	Actual Costs Incurred	Actual Costs Incurred	Preparation and Registration of Cancellation Certificate
			Preparation and Registration of Extension Agreement
			Preparation of Statutory Declarations
Tax Sale	Actual Costs Incurred	Actual Costs Incurred	Advertising
			Tender / Auction costs
			Preparation and Registration of Tax Deed
			Legal Fees and disbursements
			Survey Costs (if applicable)

Schedule "B"
Development & Works

Service or Activity	Fees - 2020	Fees - 2021	Notes
WATER/WATER METER/SEWER			
Tap-In Fees: <ul style="list-style-type: none"> • Up to 2"Φ • Over 2"Φ 	\$150 plus materials (plus HST) \$250 plus materials (plus HST)	\$150 plus materials (plus HST) \$250 plus materials (plus HST)	
Turn Water On/Off: <ul style="list-style-type: none"> • Water On • Water Off • On & Off Simultaneously • After Hours request 	\$45 (plus HST) \$45 (plus HST) \$70 (plus HST) \$150 (plus HST)	\$45 (plus HST) \$45 (plus HST) \$70 (plus HST) \$150 (plus HST)	
Sewer Inspections: <ul style="list-style-type: none"> • CCTV Inspections (Issue on Residents Side) 	\$100.00 (plus HST)	\$100.00 (plus HST)	
Residential Installations: <ul style="list-style-type: none"> • ¾"Φ water service & 4"Φ sanitary sewer service • 1"Φ water service & 4"Φ sanitary sewer service • ¾" Φ water, 5" Φ sanitary & 4" Φ storm services • ¾"Φ water service • 1"Φ water service • 4" Φ sanitary sewer service 	Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate	Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate Cost based on Estimate	
Water Meters: Replacement of Damaged Meter Relocation of Water Meter	Actual Cost Actual Cost	Actual Cost Actual Cost	First Replacement is Free
THIRD PARTY WORK			
Loader	N/A	\$80 per hour (including operator)	
Backhoe	N/A	\$80 per hour (including operator)	
Tandem Axle Dump Truck	N/A	\$80 per hour (including operator)	
Other Equipment	N/A	Cost per Operator + Machine Cost	
Public Works Foreman	N/A	\$55 per hour	
Public Works Machine Operator	N/A	\$36 per hour	
Public Works Water Technician	N/A	\$37 per hour	
Public Works Labourer	N/A	\$33 per hour	
Public Works Mechanic	N/A	\$38 per hour	

Schedule "B"
Development & Works

Service or Activity	Fees - 2020	Fees - 2021	Notes
PERMITS			
Entrance Permit	N/A	\$100 + Culvert or Curb manipulation (Cost recovery)	
911 Pin Permit	N/A	\$100 installed with Post	
Road Cut Permit	N/A	\$75 Minimum	*Security Deposit required for Larger Jobs
Accessory Buildings Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	Minimum Permit Fee of \$75 covers construction values up to \$8333
Residential and Commercial Permit: Renovations/additions	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
New Residential Construction Permit	New Single Family Dwelling - \$3,060.00 New Townhouse Dwelling - \$2,100.00 New Semi-Detached Dwelling - \$2,100.00 New Condo Unit/Apartments - \$1,400.00 (per apartment)	New Single Family Dwelling - \$3,060.00 New Townhouse Dwelling - \$2,100.00 New Semi-Detached Dwelling - \$2,100.00 New Condo Unit/Apartments - \$1,400.00 (per apartment)	Fee not based on construction value. Flat fee set for new residential builds.
New Commercial Construction Permit	\$1.80/SQ FT Minimum Fee \$75	\$1.80/SQ FT Minimum Fee \$75	
New Clinic Construction Permit	\$1.80/SQ FT Minimum Fee \$75	\$1.80/SQ FT Minimum Fee \$75	
Change of Use Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
Demolition Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
Pool Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
Porches/Decks Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
Sign Permit	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	
Solid Fuel Burning Appliances	\$9/\$1000 Construction Value Minimum Fee \$75	\$9/\$1000 Construction Value Minimum Fee \$75	

**Schedule “B”
Development & Works**

Service or Activity	Fees - 2020	Fees - 2021	Notes
PLANNING AND ZONING			
Official Plan Amendment	\$1300	\$1400	
Zoning By-law Amendment	\$1100	\$1400	
Minor Variance	\$700	\$700	
Severance with Delegated Authority	\$700	\$900	
Development/Road Agreement	\$300	\$600	
Development Charges	Refer to By-Law 77-2016	Refer to By-Law 77-2016	
Hold Zone Removals	\$600	\$900	plus legal charges
Site Plan	\$1100	\$1400	plus legal charges
Subdivision Agreement	\$2000	\$2400	plus legal charges
Part Lot Control	\$300	\$400	plus legal charges
Plan of Condominium	\$2000	\$2400	plus legal charges
Official Plan Text & Schedule	\$35	\$60	
Zoning By-law Text & Schedule	\$55	\$60	
Zoning & Building Compliance Report	\$100	\$100	
Subdivision Compliance Report	\$100	\$100	
Lifting of One (1) Foot Reserves	\$300	\$300	
Cash-in-Lieu for Parking	\$400 plus \$1000/space	\$400 plus \$1000/space	
Encroachment Agreement	\$300	\$300	
Pre-Servicing Agreement	\$350	\$600	
Temporary Use By-Law	\$900	\$1400	
Letter of Undertaking	\$300	\$300	
Multiple Applications	10% off of each	10% off of each	
Other Requests	Based on Wage Cost	Based on Wage Cost	
LANDFILL			
Landfill Site	Effective January 1, 2020	Effective January 1, 2021	*Tipping fees will be collected at the landfill site office by the site manager.
Under 200kg – Minimum Fee	\$20.00	\$25.00	
200 kg and over - \$ per tonne	\$90.00	\$95.00	
Unsorted waste - \$ per tonne	\$225.00	\$250.00	
Brush (up to 1’)	No Charge	No Charge	
Refrigerated Appliances – accompanied by an ODP Sticker	No Charge	No Charge	
Scrap Metal & White Goods	No Charge	No Charge	

Schedule "B"
Development & Works

Service or Activity	Fees - 2020	Fees - 2021	Notes
LANDFILL CONTINUED			
Household Hazardous Waste	No Charge	No Charge	
E-Waste	No Charge	No Charge	
Recycling	No Charge	No Charge	
Tires (tires will not be accepted on rims)	No Charge	No Charge	
Leaf and Yard Waste	No Charge	No Charge	
Cardboard	No Charge	No Charge	
Freon Removal	\$20.00	\$20.00	
Bag Tag – Each	\$2.00	\$2.00	
Recycling Bin (Blue Box) – each	\$10.00	\$10.00	
Compost Credit	\$30.00	\$30.00	
Karst Inspection	N/A	N/A	
Multiple Applications	10% off	10% off	

Schedule "C"
Parks, Recreation & Facilities Department

Service or Activity	Fees - 2019	Fees - 2020	Notes
ICE RATES:			HST INCLUDED in all rates
Schools (per hour)	\$62.50	\$62.50	
Minor Sport (per hour)	\$125.00	\$125.00	
Jr. B Hockey (per hour)	\$180.00	\$180.00	
Adult (per hour)	\$195.00	\$195.00	
Shinny (per hour/person – Daytime)	\$5.00	\$5.00	
Shinny (per hour/person – Evening)	\$10.00	\$10.00	
Slab (per hour)	\$45.00	\$45.00	
Slab (per day – Receptions/Quilt Show/Etc..)	\$775.00	\$775.00	**Set up and tear down is one half the daily rates**
Slab (per day – Concerts/Shows)	\$1550.00	\$1550.00	
FIELDS AND PAVILIONS:			HST INCLUDED in all rates
Kallies Pavilion (per day – Minor)	\$155.00	\$155.00	
Kallies Pavilion (per day – Adult)	\$310.00	\$310.00	
Soccer Fields (per hour – Minor)	\$26.00	\$27.00	
Soccer Fields (per hour – Adult)	\$40.00	\$41.00	
Lit Ball Fields (per hour – Minor)	\$34.00	\$35.00	
Lit Ball Fields (per hour – Adult)	\$45.00	\$46.00	
Unlit Ball Fields (per hour – Minor)	\$28.00	\$29.00	
Unlit Ball Fields (per hour – Adult)	\$35.00	\$36.00	
Splash Pad	No Charge	No Charge	
Volleyball Courts (per evening)	\$40.00	\$40.00	
Volleyball Courts (per day - tournaments)	\$150.00	\$150.00	
Track Meets	\$250.00	\$250.00	
Football Field Lining	\$750.00	\$750.00	
HALL RATES:			HST INCLUDED in all rates
Hourly Rental (no setup)	\$25.00	\$25.00	
Hourly Rental (with setup)	\$35.00	\$35.00	
Minor Sport Tournaments	\$200.00	\$200.00	
Standard Daily Rate	\$225.00	\$225.00	**Should bar sales be less than \$200 the leasee is required to cover the costs of the bartenders**
Decorating Daily Rate	\$175.00	\$175.00	

Schedule "C"
Parks, Recreation & Facilities Department

Service or Activity	Fees - 2019	Fees - 2020	Notes
OVERNIGHT CAMPING:			
Overnight camping rate		\$10.00/Night	Rough Camping
RECREATION CENTRE FACILITY RATES:			HST INCLUDED in all rates
Gymnasium (per hour)	\$35.00	\$35.00	
Games Room (per hour)	\$25.00	\$20.00	
Conference Room (per hour)	\$20.00	\$15.00	
Kitchen	\$25.00 – Flat Rate	\$25.00 – Flat Rate	
Gymnasium/Games Room/Conference Room/Kitchen (per day)	\$360.00	\$360.00	
Extra Staff (per hour)	\$30.00	\$30.00	
			Statutory Holidays will be subject to a premium
PROGRAM RATES:			HST INCLUDED in all rates
Based on cost recovery for Town of Renfrew, Township of Admaston/Bromley, Township of Greater Madawaska, Township of Horton and Township of McNab/Braeside residents. All other municipalities to pay a 50% premium over the cost recovery formula.			
FITNESS CENTRE RATES:			HST INCLUDED in all rates
<u>Memberships</u>	Resident/Non-Resident	Resident/Non-Resident	
One (1) Month	\$35.00 / \$50.00	\$40.00 / \$60.00	
Three (3) Months	\$70.00 / \$100.00	\$80.00 / \$120.00	
Six (6) Months	\$110.00 / \$160.00	\$120.00 / \$180.00	
One (1) Year	\$180.00 / \$260.00	\$200.00 / \$300.00	
Daily	\$8.00 / \$8.00	\$10.00 / \$10.00	
VISITORS INFORMATION CENTRE RATES:			HST INCLUDED in all rates
Hourly		\$30.00	
Half Day Rental	\$90.00	\$90.00	
Daily	\$150.00	\$150.00	*Max 20 person setup*

Statutory Holidays will be subject to a premium

Schedule "D"
Fire Department

Service or Activity	Fees - 2019	Fees - 2020	Notes
Air Fill Cards	\$100.00/12 cards (plus HST) \$10.00/card (plus HST)	\$100.00/12 cards (plus HST) \$10.00/card (plus HST)	
Bulk Water Sales	Double (2x) the current year Water Consumption Rate	Double (2x) the current year Water Consumption Rate	Refer to By-Law 16-2017
Fire Permit	\$100.00/Annually	\$100.00/Annually	Must be renewed every calendar year Refer to By-Law 29-2017
Bunker Gear Washing Machine	\$50/Bunker Gear Ensemble (Coat and Pants Set)	\$50/Bunker Gear Ensemble (Coat and Pants Set)	
False Alarms First Offense in Fiscal Year Second Offense in Fiscal Year Third Offense in Fiscal Year Additional Offenses in Fiscal Year Standby Fee per half hour Non-notification of Fire Alarm Work		\$0.00 \$250.00 \$500.00 \$500.00 \$250.00 \$250.00	There is an opportunity to apply to Fire Chief for refund up to half of the fees within a fiscal year if owner can provide evidence of efforts to correct issues with fire alarm system
Records Check and Fire Code Compliance Letters for all property Classifications		\$75.00 paid in advance of issuance of letter	
Inspection and Compliance Letter for Multi- residential properties under 6 units		\$50.00/ hr with a minimum of two (2) hours for on duty inspections. If Inspector is required to be called, \$75.00/ hr with a minimum of two (2) hours.	If the property is non- compliant, orders for correction will be written.
Inspection and Compliance Letter for Multi-use (residential and commercial) properties with 6 or more units in total		\$75.00/ hr with a minimum of two (2) hours for on duty inspections. If Inspector is required to be called, \$112.5/ hr with a minimum of two (2) hours.	If the property is non- compliant, orders for correction will be written.