

Corporation of the Town of Renfrew  
By-Law Number 102-2025

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

Whereas, Section 391 of the *Municipal Act, 2001*, authorizes a municipality by by-law to impose fees or charges on persons for services or activities, for costs payable for services or activities, and for the use of property, including property under its control; and

Whereas, Section 398 of the *Municipal Act, 2001*, provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and

Whereas, Section 69 of the *Planning Act, 1990* provides that a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters.

Whereas, Section 7 of the *Building Code Act, 1992* provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

Now Therefore the Council of the Corporation of the Town of Renfrew enacts as follows:

Part I: Preamble and Defined Terms

Short Title

1. This by-law may be referred to as the "Fees and Charges By-Law"

Headings

2. The division of this by-law into parts and the insertion of headings are for convenient reference only and shall not affect the interpretation of the by-law.

References to Applicable Law

3. All references to applicable law are ambulatory and apply as amended from time to time.

Interpretation

4. For the purposes of this by-law:

"Municipal Act, 2001" means the *Municipal Act, 2001*, S.O. 2001 c. 25

"Town" means the Corporation of the Town of Renfrew

Part II: Fees and Charges

Fees and Charges set out in Schedules

5. The fees and charges for the Town services and activities and for the use of Town property set out in the following Schedules of this By-law are hereby approved and deemed to form part of this by-law:

- i. Schedule "A" – Office of the CAO and Town Clerk

- ii. Schedule "B" – Finance & Client Services
- iii. Schedule "C" – Fire, Emergency & Protective Services
- iv. Schedule "D" – Development, Environment & Infrastructure
- v. Schedule "E" – Library, Community & Recreation Services

#### **Fees Subject to Change**

- 6. The fees and charges approved under section 5 of this by-law are subject to any adjustment authorized by a statute, regulation or by-law.
- 7. Subject to section 6 of this by-law, fees and charges set out in this by-law shall continue in force until amended, repealed or replaced.

#### **Applicable Taxes**

- 8. All fees and charges are subject to all applicable taxes required by any act or regulation.

#### **Late Payment**

- 9. Late payment charges may be added to all or any portion of any fees and charges imposed by this by-law that are due and payable. On the 30th day of default, and every month thereafter, an interest charge of 1.25% (15% per annum) may be added to the outstanding amount until such time as the account is paid in full.

#### **Dishonoured Cheques and Returned Payments**

- 10. Payment for any fee or charge listed herein or otherwise charged by the Town that is returned by a financial institution for any reason will be subject to the "NSF - Returned Cheque Fee" set out in Schedule B.

#### **Applications for Waiver or Reduction**

- 11. A person or group may apply for a fee waiver or reduction. The Town will determine the appropriate avenue for waiver or reduction and will review them accordingly. At its discretion, the Town, by resolution, by-law, or grant program, may waive or reduce an applicant's fees or charges on a one-time or continuing basis.

#### **Additional Fees or Charges**

- 12. This by-law does not exempt a person from being subject to:
  - a. Any additional fees or charges resulting from costs incurred by the Town of Renfrew to provide services or activities, or
  - b. Fees or charges levied under the Provincial Offences Act or any other Federal or Provincial Act or regulation.

#### **Unpaid Fees or Charges**

- 13. All unpaid fees or charges imposed by this by-law constitute a debt due to the Town and the Town may take such action as it considers necessary and as permitted by law to collect the debt.
- 14. Without limiting Section 13 of this by-law, where all or part of a fee or charge by this by-law remains unpaid, such fee or charge may be added to the tax roll for the property, which is owned, in whole or in part by the person upon whom the fee or charge is imposed and shall be collected in a like manner as municipal taxes.

### Part III: Conflict and Transition

#### Town By-Laws

15. In the event that any fee or charge set out in this by-law conflicts with any fee or charge set out in another Town by-law, the fee or charge set out in this by-law shall prevail.

#### Conflict

16. In the event the provisions of this by-law are inconsistent with the provisions of the *Municipal Act, 2001*, its Regulations or any other Act, the provisions of the Act or Regulation shall prevail.

#### Terms Servable

17. The terms and provisions of this by-law shall be severable, and should any term or provision be found by a court of competent jurisdiction to be legally unenforceable, in operative or invalid, the remainder of the by-law shall continue to be in full force and effect.

#### Repeal

18. That By-Law Number 57-2024 and its subsequent amending By-Law Number 94-2024 are hereby repealed effective December 31, 2025.

#### Enactment

19. That this by-law and all fees and charges set out in Schedule of Fees and Charges A – E shall come into force and take effect on January 1, 2026.
20. That this by-law shall come into force and deemed passed as per regulation noted in Part VI.1 of the *Municipal Act, 2001*, as amended or replaced from time to time. [Strong Mayor Powers]

Read a first and second time this 12<sup>th</sup> day of November, 2025.

Read a third and final time this 12<sup>th</sup> day of November, 2025.



Peter Emon, Reeve



Carolynn Errett, Town Clerk



Schedule 'A'				
Office of the CAO and Town Clerk				
Description	2026 Fees	Taxable	Notes	
<b>Vital Statistics</b>				
Death Registrations:				
Renfrew Funeral Homes	\$25.00			
Out-of-Town Funeral Homes	\$35.00			
After Hours: subject to staff availability	\$75.00			
Marriage License:				
Renfrew residents	\$125.00 (Non refundable)			
Out-of-Town residents	\$150.00 (Non refundable)			
Civil Ceremonies				
Town Hall Council Chamber (during regular office hours by Officiant)	\$250.00 (Non refundable)	Plus HST	Regular hours are Monday - Friday 8 am - 4 pm, excluding Holidays.	
Visitor Information Center (during regular office hours by Officiant)	\$350.00 (Non refundable)	Plus HST	Subject to availability	
McDougal Mill Museum (during regular office hours by Officiant)	\$350.00 (Non refundable)	Plus HST	Subject to availability	
Off-site Witnesses	Not Available \$35.00 per person	Plus HST		
<b>Affidavits</b>				
Commissioner of Oaths/Certifying Documents:				
Renfrew residents - Proof Required	\$25.00 per document, per signature	Plus HST		
Out-of-Town residents	\$35.00 per document, per signature	Plus HST		
<b>Digital Sign Advertising</b>				
Commercial/For-Profit Business Weekly	\$100.00			
Commercial/For-Profit Business Monthly	\$300.00			
Non-Profit Organization/Community Event Weekly	\$75.00			
Non-Profit Organization/Community Event Monthly	\$225.00			
<b>Information Requests</b>				
Municipal Freedom of Information Requests:				
Application Fee	\$5.00			
Search and Preparation Time	\$7.50 per 15 minutes			
Disc	\$10.00			
Photocopies/Print (only MFIPPA)	\$0.20 per page - single sided			
To develop a computer program to provide a readable record	\$15.00 per 15 minutes			
Appeal (personal information)	\$10.00			
Appeal (general records)	\$25.00			
Archive Recovery for Routine Disclosure Requests	\$7.50 per 15 minutes			
			Fee schedule is regulated as per MFIPPA.	
			Based on By-law 30-2025 Routine Disclosure Policy	

Schedule 'B'			
Finance & Corporate Services			
Description	2026 Fees	Taxable	Notes
<b>General</b>			
Lottery License (\$50,000 or less)	3% of cash value		
NSF Returned Cheque Fee	\$60.00		
Photocopies			
Black & White	\$0.50 per page		
Colour	\$1.00 per page		
Faxes			
Local or Toll Free	\$3.00 per document		
Long Distance	\$3.00 base fee plus \$1.00 per page		
Shipping Charge for Additional Requests			
Reprint of Water or Tax Bill	Actual postage cost		
Tax Certificates (per roll #)	\$20.00 per roll #		
<b>Municipal Tax Sale</b>			
Administration Cost:			
Administration Fee	\$65.00 per certificate	Plus HST	
Tax Sale Process	Cost Recovery	Plus HST	

Schedule 'C'			
Fire, Emergency & Protective Services			
Fire			
Description	2026 Fees	Taxable	Notes
<b>Permits</b>			
Recreational Open Air Burning Permit			
Residential Burn Permit	\$105.00 annually		Must be renewed every calendar year
<b>General</b>			
Air Fill Cards (Approved SCBA Cylinders)			
Single Fill	\$10.00	Plus HST	
Card - Includes 12 Fills	\$100.00	Plus HST	
Bulk Water Sales	Double (2x) the current year Water Consumption Rate		See Water Rates Listed under Schedule C
<b>Compliance</b>			
False Alarms			
First Offense in Fiscal Year	No Charge		
Second Offense in Fiscal Year	\$250.00		
Third Offense in Fiscal Year	\$500.00		
Additional Offenses in Fiscal Year	\$500.00		
Standby Fee per Half Hour	\$250.00		
Non-notification of Fire Alarm Work	\$250.00		
Inspection and Compliance Letter for :			
Multi-residential properties under 6 units			
Base Rate (2 hours)	\$250.00 per trip minimum		
Additional Hours	\$125.00 per hour		
Deputy Inspector (Minimum 2 Hours)			
Inspector (Minimum 2 Hours)			
Multi-use (residential and commercial) properties with 6 or more units in total			
Base Rate (2 hours)	\$250.00 per trip minimum		
Additional Hours	\$125.00 per hour		
Deputy Inspector (Minimum 2 Hours)			
Inspector (Minimum 2 Hours)			
Records Check and Fire Code Compliance Letters for all property classifications	\$100.00 paid in advance of issuance of letter		
<b>Fire Service Fees</b>			
Fire Vehicle (Including Equipment)			
Fire Vehicle - to attend incident	As per current MTO Rate		
Fire Vehicle - Post incident	As per current MTO Rate		
Additional Vehicles &/or equipment (outside fleet)	Cost Recovery		
Firefighters	Cost Recovery		
Bunker Gear Washing Machine	\$50.00 per Bunker Gear Ensemble (Coat and Pants Set)		

Schedule 'C' - Continued			
Fire, Emergency & Protective Services			
By-law Enforcement			
Description	2026 Fees	Taxable	Notes
<b>Fireworks</b>			
Fireworks Discharging	Prohibited - except on the designated days		Fireworks are permitted Victoria Day and Canada Day, between the hours of dusk and 11:00 pm as per Fireworks By-law
Selling of Fireworks	License Required - See Transient Trader By-law		
<b>Business Licences</b>			
Refreshment Vehicles			
Chip Wagon	\$300.00 per vehicle, per location		
Mobile Canteen	\$250.00 per vehicle		
Refreshment Cart	\$75.00 per cart		
Refreshment Vehicle Transfer - Vehicle to Vehicle	\$50.00 per transfer		
Refreshment Vehicle Transfer - Owner to Owner	\$50.00 per transfer		
Refreshment Vehicle Transfer - Location to Location	\$150.00 per transfer		
Reinspection	\$50.00 per re-inspection		
Late Fee	\$50.00 per application		
Transient Trader License - Single License			
Seasonal (April - October)	\$300.00 per license		
Annual	\$500.00 per license, per year		
Transient Trader License - Additional Licenses			
Seasonal (April - October)	\$150.00 per license		
Annual	\$250.00 per license, per year		
Extension of License(s)			
One Week	\$50.00 per license		
One Month	\$125.00 per license		
Yearly Extensions	Not Permitted		
Taxi License New			
Taxicab Owner's License (First Taxicab)			
Taxicab Owner's License (Each Additional Taxicab)			
Taxicab Driver's License			
Taxi License Renewal			
Taxicab Owner's License (First Taxicab)			Taxi By-Law was repealed June 3 2025
Taxicab Owner's License (Each Additional Taxicab)			
Taxicab Driver's License			
Taxi License Other Fees			
Replacement for Taxicab Driver's or Owner's License			
Replacement fee for loss of Owner's Plate			
Fee to appeal a decision under the By-Law			
Tariff Rate			

Schedule 'C' - Continued			
Fire, Emergency & Protective Services			
Animal Control			
Description	2026 Fees	Taxable	Notes
<b>Animal Control</b>			
Cat Licenses - If paid by:			
January 1 – March 31	\$20.00		
April 1 – December 31	\$25.00		
Replacement Tag	\$5.00		To review 17-2000 and revise to remove the fees from the By-Law, to only be reflected in Fees and Charges
Dog Licenses - If paid by:			Cat & Dog
January 1 – March 31	\$20.00		\$10.00
April 1 – December 31	\$25.00		\$12.00
Replacement Tag	\$5.00		\$1.00
<b>Impoundment Fees</b>			
First day of impoundment or part thereof	\$100.00 or all costs incurred, whichever is greater	Plus HST	
Each additional day of impoundment	\$25.00 or all costs incurred, whichever is greater	Plus HST	\$15.00

<b>Schedule 'D'</b>			
<b>Development &amp; Environment</b>			
<b>Planning and Zoning</b>			
<b>Description</b>	<b>2026 Fees</b>	<b>Taxable</b>	<b>Notes</b>
<b>Planning</b>			
Pre-Consultation	\$200.00		
Official Plan Amendment	\$2,000.00		
Official Plan Text & Schedule	\$60.00		
Severance (not including retained parcel)	\$900.00 per new lot proposed		
Minor Variance	\$700.00		
<b>Zoning</b>			
Zoning By-law Amendment	\$2,000.00		
Hold Zone Removals	\$700.00		
Zoning & Building Compliance Report	\$150/200 (business day/ priority service)		Per roll #
Zoning By-law Text & Schedule	\$60.00		
Cash-in-Lieu of Parking	\$400.00 plus \$1000.00 per space		
Lifting of One (1) Foot Reserves	\$300.00		
Temporary Use By-Law	\$1,400.00		
Deeming By-law	\$400.00		Plus legal charges
Zoning Appeal	\$125.00		
<b>Development/Subdivision/Condominium</b>			
Development Charges	Refer to By-law 84-2021		
Development Agreement	\$600.00		Condition of Minor Variance or Consent/Severance. Plus engineering, legal and peer review (ELP) fees (actual costs), <b>\$2,500.00 ELP deposit required*</b> (larger site plans will likely require larger initial deposit)
Site Plan Approval	\$2,000.00		Plus engineering, legal and peer review (ELP) fees (actual costs), <b>\$5,000.00 ELP deposit required*</b>
Draft Plan of Subdivision/Condominium Application	\$2,000.00		Plus engineering, legal and peer review (ELP) fees (actual costs), <b>\$5,000.00 ELP deposit required*</b>
Extension of Draft Approval	\$500.00		
Site plan agreement amendment (no review of plans or studies)	\$600.00		Plus engineering, legal and peer review (ELP) fees (actual costs), <b>\$2,500.00 ELP deposit required*</b>
Release of site plan agreement	\$300.00		Plus engineering, legal and peer review (ELP) fees (actual costs), <b>\$2,500.00 ELP deposit required*</b>
Subdivision/Condominium Agreement /Detailed Design Review/Clearance of Draft Conditions	\$3,000.00		Plus legal charges, <b>\$10,000.00 ELP Deposit Required*</b>
Pre-Servicing Agreement	\$600.00		
Part Lot Control	\$500.00		plus legal charges
Recirculation Fee	50% of original prescribed fee		Additional costs to the Town for recirculation of amended applications (review of revised materials based on original proposal not included)
*ELP - Engineering Review, Legal, Peer Review, or any other costs incurred by the Town for any application.			
For all Applications, the Applicant is required to pay actual costs incurred by the Town.			
Deposit is required to be sufficient to cover the estimated costs of services/reviews prior to work being undertaken, including the need for any top-ups.			
Deducted from cost deposit if one was made at the time of application, otherwise \$5,000.00 deposit required prior to peer review or other costs being authorized.			

Schedule 'D' - Continued			
Development & Environment			
Encroachment			
Description	2026 Fees	Taxable	Notes
<b>General</b>			
Encroachment Agreement	\$450.00		
Multiple Applications	10% off of each		
Other Requests	Based on Wage Cost		
Routine Disclosure Requests	7.50 per 15 minutes		Based on By-law 30-2025 Routine Disclosure Policy
*ELP - Engineering Review, Legal, Peer Review, or any other costs incurred by the Town for any application. The Applicant is required to pay actual costs incurred by the Town. Deposit is required to be sufficient to cover the estimated costs of services/reviews prior to work being undertaken, including the need for any top-ups.		Actual Costs	Deducted from cost deposit if one was made at the time of application, otherwise \$5,000.00 deposit required prior to peer review or other costs being authorized.

Schedule 'D' - Continued			
Development & Environment			
Building			
Description	2026 Fees	Taxable	Notes
<b>Permits</b>			
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)		Fee not based on construction value. Flat fee set for new residential builds.
Other Building Permit Types			
Accessory Buildings Permit	\$9.00 per \$1000.00 Construction Value		
Residential and Commercial Permit: Renovations/additions	\$9.00 per \$1000.00 Construction Value		
New Commercial Construction Permit	\$1.80 per SQ FT		
New Clinic Construction Permit	\$1.80 per SQ FT		
Change of Use Permit	\$9.00 per \$1000.00 Construction Value		
Demolition Permit	\$9.00 per \$1000.00 Construction Value		
Pool Permit	\$9.00 per \$1000.00 Construction Value		
Porches/Decks Permit	\$9.00 per \$1000.00 Construction Value		
Sign Permit	\$9.00 per \$1000.00 Construction Value		
Solid Fuel Burning Appliances	\$9.00 per \$1000.00 Construction Value		
Routine Disclosure Requests	7.50 per 15 minutes		Based on By-law 30-2025 Routine Disclosure Policy

Schedule 'D' - Continued Development & Environment Landfill			
Description	2026 Fees	Taxable	Notes
<b>Garbage Related Fees</b>			
Bag Tag	\$3.00 each		
Yard Composter Credit	\$50.00 Maximum		Must provide a receipt of purchase. Credit will pay cost of composter, not including HST, to a maximum of \$50.00.
Recycling - fibre and co-mingled	No Charge		
Cardboard	No Charge		
<b>Tipping Fees</b>			
Single Garbage Bags	\$3.00 each		
Under 200 kg	\$25.00 flat fee		
Sorted Waste - 200 kg and over	\$100.00 per tonne		Tipping fees will be collected at the landfill site office by the site manager.
Unsorted waste	\$250.00 per tonne		
Pre-ground wood material	\$80.00/tonne		Wood and construction/demo material that has been pre-ground to 6" max size is subject to a discounted rate. application of fee is subject to load inspection by landfill staff
HHW – Household Hazardous Waste	No Charge		
E-Waste – Electronic Waste	No Charge		
Refrigerated Appliances (includes refrigerator, freezer, airconditioner, dehumidifier, and water coolers)			
With an ODP sticker	No Charge		
Without an ODP sticker	Freon Removal Fee		
Freon Removal	\$40.00		
Scrap Metal (incl. white goods)	No Charge		
Tires	No Charge		Up to 10 tires per day
<b>Yard &amp; Brush Fees</b>			
Leaf and Yard Waste (max. branch 2" dia.)	No Charge		
Brush (up to 2" diameter)	No Charge		
Brush, Stumps, Trees, Roots, Timber & Logs (greater than 2" diameter)	\$100.00 per tonne		
Contaminated Soil	\$100.00 per tonne		Must be pre-approved with TCLP Sample
<b>Administration</b>			
Special Opening/Closing of Landfill Site (subject to attendant availability)			
Weekday	\$100.00 plus hourly wage for Attendant and Machine Operator		
Weekend/Holidays	\$150.00 plus hourly wage for Attendant and Machine Operator		

<b>Schedule 'D' - Continued</b> <b>Infrastructure, Public Works &amp; Engineering</b> <b>Water and Wastewater</b>			
<b>Description</b>	<b>2026 Fees</b>	<b>Taxable</b>	<b>Notes</b>
<b>Water/Water Meter/Sewer</b>			
Tap-In Fees:			
Up to 2"Φ	\$150.00 plus materials	Plus HST	
Over 2"Φ	\$250.00 plus materials	Plus HST	
Turn Water On/Off:			
Water On (regular hours)	\$65.00	Plus HST	Regular hours are Monday - Friday 8am - 4pm
Water Off (regular hours)	\$65.00	Plus HST	
Water On/Off (simultaneous, regular hours)	\$75.00	Plus HST	
After hours request	\$150.00 in addition to service	Plus HST	
Unauthorized On/Off	\$750.00	Plus HST	
Sewer Inspections:			
CCTV Inspections (Issue on Residents Side)	\$100.00	Plus HST	
Residential, Commerical and Industrial Installations:			
Base intallation cost	\$100.00		
¾"Φ water service & 4"Φ sanitary sewer service	Cost based on Actual		
1"Φ water service & 4"Φ sanitary sewer service	Cost based on Actual		
¾"Φ water, 5"Φ sanitary & 4"Φ storm services	Cost based on Actual		
¾"Φ water service	Cost based on Actual		
1"Φ water service	Cost based on Actual		
4"Φ sanitary sewer service	Cost based on Actual		
Water Meters:			
Replacement of Damaged Meter	Actual Cost		First replacement is no charge
Relocation of Water Meter	Actual Cost		

"Regular Hours of Work" shall mean Monday to Friday 8am - 4pm excluding Statutory Holidays.

"Outside Regular Hours of Work" shall mean any hours worked beyond those hours defined as Regular Hours of Work. Outside Regular Hours of Work is one and a half (1 ½) times Regular Hours of Work rate.

"Emergency Rate" means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three (3) times the Regular Hours of Work rate.

Schedule 'E' - Continued			
Infrastructure, Public Works & Engineering			
Public Works			
Description	2026 Fees	Taxable	Notes
<b>Machinery and Labour Services</b>			
Loader	\$80.00 per hour (including operator)	Plus HST	
Backhoe	\$100.00 per hour (including operator)	Plus HST	
Tandem Axle Dump Truck	\$80.00 per hour (including operator)	Plus HST	
Other Equipment	Cost per Operator + Machine Cost	Plus HST	
Public Works Foreman	\$85.00 per hour	Plus HST	
Public Works Machine Operator	\$50.00 per hour	Plus HST	
Public Works Water Technician	\$55.00 per hour	Plus HST	
Public Works Labourer	\$40.00 per hour	Plus HST	
Public Works Mechanic	\$55.00 per hour	Plus HST	
<b>Permits</b>			
Entrance Permit	\$100.00 plus Culvert or Curb manipulation (Cost Recovery)		
911 Pin Sign	\$100.00 Installed with Post		
Road Cut Permit	\$75.00 base fee plus actual cost		
All Operator and cost recovery rates are subject to the following:			
"Regular Hours of Work" shall mean Monday to Friday 8am - 4pm excluding Statutory Holidays.			
"Outside Regular Hours of Work" shall mean any hours worked beyond those hours defined as Regular Hours of Work. Outside Regular Hours of Work is one and a half (1 1/2) times Regular Hours of Work rate.			
"Emergency Rate" means a serious, unexpected, or unforeseen combination of circumstances and often dangerous situation requiring immediate action, need for assistance or relief. Emergency rate is three (3) times the Regular Hours of Work rate.			

<p style="text-align: center;"><b>Schedule 'F'</b></p> <p style="text-align: center;"><b>Library, Community &amp; Recreation Services</b></p> <p style="text-align: center;"><b>Programs / Facilities</b></p> <p style="text-align: center;"><b>myFM Activity Centre</b></p>			
<b>Description</b>	<b>2026 Fees</b>	<b>Taxable</b>	<b>Notes</b>
<b>Arena Rates - August 1 - July 31</b>			
<b>Ice Rates</b>			
School Boards	\$65.00 per hour	Plus HST	Excluding bookings after 3 pm, weekends, holidays, March Break, and PA Days
Minor Sport (under 18) Prime	\$130.00 per hour	Plus HST	U21 and under
Adult Prime	\$225.00 per hour	Plus HST	
Non-Prime	\$110.00 per hour	Plus HST	Ice rentals between 6 am-3 pm Monday-Friday; Excluding weekends, holidays, March Break, and PA Days
<b>Public Skating</b>			
Child (0-4)	No Charge		
Youth (5-14)	No Charge		
Adult (15-64)	No Charge		
Senior (\$65+)	No Charge		
<b>Slab Rates - only available when ice is not installed</b>			
<b>Sporting Activities (no set-up and/or tear down required)</b>			
Hourly	\$45.00 per hour	Plus HST	
<b>Events, Receptions, Concerts, Shows (set up and/or tear down required)</b>			
Hourly Rate	\$200.00 per hour	Plus HST	
Half day rental (up to 6 hours)	\$775.00 per 1/2 day (up to 6 hours)	Plus HST	
Full day rental	\$1,550.00 per day	Plus HST	A full day rental provides access to the slab for the full span of operating hours on the day of rental.

Schedule 'F' - Continued			
Library, Community & Recreation Services			
myFM Activity Centre			
Description	2026 Fees	Taxable	Notes
<b>Inside Facilities</b>			
Fitness Centre Memberships	Resident / Non-Resident		
Adult (18+)			
One (1) Month	\$52.00 / \$78.00	Plus HST	
Three (3) Month	\$130.00 / \$195.00	Plus HST	
Six (6) Month	\$234.00 / \$351.00	Plus HST	
One (1) Year	\$364.00 / \$546.00	Plus HST	
Youth (14-17)			
One (1) Month	\$26.00 / \$39.00	Plus HST	
Three (3) Month	\$65.00 / \$97.50	Plus HST	
Six (6) Month	\$117.00 / \$175.50	Plus HST	
One (1) Year	\$182.00 / \$273.00	Plus HST	
Fitness Centre Daily Drop In Rate	\$8.85	Plus HST	
Fitness Centre Access Fob Replacement	\$10.00	Plus HST	
Fitness Centre Access Fob Deposit	\$10.00		The deposit will be refunded to the fitness centre member upon return of the key fob in good condition.
<b>Hall Rental</b>			
Hourly Rental – No Setup	\$30.00 per hour	Plus HST	
Hourly Rental – With Setup	\$45.00 per hour	Plus HST	
Minor Tournament	\$200.00 per day	Plus HST	Rate available only to recognized minor associations and applies when the hall is booked in conjunction with another facility rental (e.g., ice, gymnasium, or field) as part of a tournament or related event.
Half day rental (up to 6 hours)	\$125.00 per day (up to 6 hours)	Plus HST	
Full day rental	\$240.00 per day	Plus HST	A full day rental provides access to the hall for the full span of operating hours on the day of rental.
<b>Gymnasium</b>			
Room 1 – Multi-Purpose Room # 1	\$45.00 per hour	Plus HST	
Room 2 – Boardroom (Multi-Purpose Room # 2)	\$25.00 per hour	Plus HST	
Room 3 - Multi-Purpose Room # 3	\$17.50 per hour	Plus HST	Statutory Holidays will be subject to a premium.
Room 4 – Art Room	\$17.50 per hour	Plus HST	
Dance Studio	\$25.00 per hour	Plus HST	
Youth Centre	\$35.00 per hour	Plus HST	Only available for Charity or Not-for-profit youth programming.
Staffing Required	\$30.00 per hour, per person	Plus HST	Staffing must be requested in advance to allow for scheduling. When staff are required, a dedicated staff person will be assigned exclusively to your booking for the duration of your event.
<b>Holiday Rate</b>	1.5 x Regular Rate	Plus HST	
Instructor Equipment Storage	\$10.00 per Month	Plus HST	
Refund Admin Fee	\$10.00		This fee applies when a client requests a refund that is not kept as a credit on their account.
Damage Deposit	As per contract		
Clean-up fee	As per contract	Plus HST	

Schedule 'F' - Continued			
Library, Community & Recreation Services			
myFM Activity Centre			
Description	2026 Fees	Taxable	Notes
<b>Outdoor Facilities</b>			
Tennis Court Membership Fee	Resident / Non-Resident		
May 1 <sup>st</sup> – October 31 <sup>st</sup>			
Junior - under 14 years age	\$15.60 / \$23.40 per season	Plus HST	
Intermediate:14- 18 years age	\$36.40 / \$54.60 per season	Plus HST	
Adult: 18-64 years age	\$72.80 / \$109.20 per season	Plus HST	
Senior: over age 65	\$67.60 / \$101.40 per season	Plus HST	
Tennis / Pickleball Court Daily Drop-in Rate	\$4.00	Plus HST	
Tennis Court Access Fob Replacement	\$10.00	Plus HST	
Tennis Court Access Fob Deposit	\$10.00		The deposit will be refunded to the court member upon return of the key fob in good condition.
<b>Soccer Fields</b>			
Minor	\$25.00 per hour	Plus HST	
Adult	\$40.00 per hour	Plus HST	
Track Meet	\$275.00 per day	Plus HST	Includes lining of the track & Lindsay Field without lining
Football / Rugby Field Lining	\$750.00 per event	Plus HST	Includes lining of the field
<b>Ball Diamonds</b>			
Ball Diamond – Minor (No Lights)	\$29.00 per hour	Plus HST	
Ball Diamond – Adult (No Lights)	\$35.00 per hour	Plus HST	
Ball Diamond – Minor (Lights)	\$34.00 per hour	Plus HST	
Ball Diamond – Adult (Lights)	\$45.00 per hour	Plus HST	
Minor Tournament (Per Diamond)	\$100.00 per day	Plus HST	
Adult Tournament (Per Diamond)	\$175.00 per day	Plus HST	
Splash Pad	No Charge		While you may request to rent this space, it remains a public area, and we cannot guarantee exclusive use. Other members of the public or events may be using the space at the same time. Access is first come, first served.
Trails, Green Space & Parks	No Charge		While you may request to rent this space, it remains a public area, and we cannot guarantee exclusive use. Other members of the public or events may be using the space at the same time. Access is first come, first served.
Outdoor Events	Negotiated as per contract		Events over 25 people may require booking.
<b>Kallies Pavillion</b>			
Per Weekend	\$150.00	Plus HST	
Per Month (Lit)	\$300.00	Plus HST	
<b>Program Rates</b>			
Town of Renfrew, Township of Admaston/Bromley, Township of Greater Madawaska, Township of Horton, and Township of McNab/Braeside residents	Classified as Renfrew Resident Rate	Plus HST	All fees are established by the Town of Renfrew. Non-residents are subject to a 50% surcharge. Exceptions may be granted for surcharges exceeding \$100.00.
All other municipalities	Classified as Non-Resident Rate	Plus HST	

Schedule 'F' - Continued			
Library, Community & Recreation Services			
Community Gardens			
Description	2026 Fees	Taxable	Notes
Community Gardens Plot	No charge		
Key Deposit	\$5.00		
Visitor Information Centre			
Description	2026 Fees	Taxable	Notes
Visitor Information Centre			
Half Day (up to 6 hours)	\$90.00	Plus HST	
Hourly Rate (applies after minimum Half Day Rental)	\$30.00	Plus HST	
Full Day	\$150.00	Plus HST	A Full Day Rental provides access to the facility for the full span of operating hours of Recreation Staff on the day of the rental.
Outdoor Events	Negotiated as per contract		Events over 25 people may require booking.
Renfrew Town Hall			
Description	2026 Fees	Taxable	Notes
Ottawa Valley Business Hive Boardroom	\$100 per day	Plus HST	
Council Boardroom	\$200 per day	Plus HST	
Council Chambers	\$350 per day	Plus HST	
Outdoor Events	Negotiated as per contract		Events over 25 people may require booking.

"Half Day" means up to 6 hours  
 "Full Day" means a rental –provides access to the facility for the full span of operating hours  
 "Event" means one (1) event pre-arranged and approved with the Manager of Parks & Recreation or their designate  
 "Holiday Rate" means, any day defined by the Town or by the province as the recognized holiday including but not limited to: New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day. The Town reserves the right to select which facilities and arenas remain open during holidays.  
 "Hour" means, for the purposes of ice rental, 50 minutes of on-ice time. For all other services "Hour" shall mean 60 minutes.  
 "Market Rate" means the rate determined by the market (i.e. rate charged for a service at a particular time) rather than a calculated rate such as cost recovery.