

THE CORPORATION OF THE CITY OF PEMBROKE

BY-LAW NUMBER 2013 – 36

A BY-LAW TO ESTABLISH FEES AND CHARGES ON PERSONS FOR PAYMENT OF MUNICIPAL SERVICES, ACTIVITIES AND USE OF MUNICIPAL PROPERTY FOR THE CITY OF PEMBROKE

WHEREAS PURSUANT TO SECTION 391(1) OF THE MUNICIPAL ACT, c. 25, S.O. 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 pursuant to section 391(3) of the Municipal Act, c. 25, S.O. 2001, as amended, a Municipality is authorized to impose fees or charges on persons for costs incurred by the municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets;

AND WHEREAS unpaid fees or charges imposed pursuant to the by-law are subject to an interest rate of one percent (1%) per month;

AND WHEREAS pursuant to sections 398 of the Municipal Act, c. 25, S.O. 2001, as amended, the fees or charges imposed pursuant to this by-law constitute a debt owed to the Corporation of the City of Pembroke for which the Treasurer may add the outstanding fees or charges, including interest on the unpaid balance to the Tax Roll for the property owned by the persons responsible for paying the fees and charges, and the amount shall be collected in the same manner as municipal taxes;

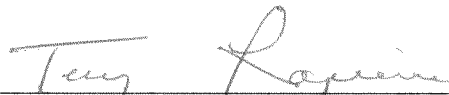
NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE CITY OF PEMBROKE ENACTS AS FOLLOWS:

1. That the Corporation of the City of Pembroke adopts the attached schedule of departmental user fees, hereto and forming a part hereof:

Schedule "A" – Administration Department Fees
Schedule "B" – Planning & Building Department Fees
Schedule "C" – Operations Department Fees
Schedule "D" – Recreation & Facility Fees
Schedule "E" – Fire Department Fees

2. That By-law 2011-49, 2012-32 and any other by-law inconsistent with the provision contained in this by-law are hereby repealed.
3. This by-law shall come into force and take effect upon the date of the final passing thereof unless otherwise previously authorized.

READ A FIRST AND SECOND TIME THIS 9th DAY OF July, 2013.



Chief Administrative Officer/Clerk



Mayor

READ A THIRD TIME AND PASSED THIS 9th DAY OF July, 2013.



Chief Administrative Officer/Clerk



Mayor

Schedule A to By-law 2013-36 - Administration Department Fees

Tax Certificate	\$ 35.00
NSF Cheque	\$ 20.00
Marriage License (Pembroke Resident proof required)	\$ 100.00
Marriage License (non-resident)	\$ 150.00
Photocopies	\$ 1.00 first page \$ 0.50 each additional page
Quit Claim By-law Charge	\$ 25.00
Pet Tags (Dog and Cat)	
Spayed – before March 15	\$ 15.00
Spayed – after March 15	\$ 25.00
Unsterilized – before March 15	\$ 20.00
Unsterilized – after March 15	\$ 30.00

Schedule B to By-law 2013-36 - Planning & Building Department Fees

Building Permit & Administrative Fees

<u>Category or Type of Fee</u>	<u>Permit Fee</u>
Group 'C' - Low Density	\$1.07/ft. ² (\$11.54/m ²) of building floor area. Minimum Fee \$1,500.00 each
Group 'C' - Multiple Residential	\$1.07/ft. ² (\$11.54/ m ²) of building floor area. Minimum Fee \$1,500.00 each
Group 'C' - Residential (Major alterations & additions)	\$0.71/ft. ² (\$7.69/m ²) of building floor area. In addition to an administrative fee of \$50.00 each
Group 'C' (Garage, carport, accessory building, deck, porches, minor alterations, additions, retrofits, demolitions, pool, fence, temporary buildings, and other permits i.e. change of use, renewal, occupancy.)	\$0.50/ft. ² (\$5.38/m ²) of building or structure area. Minimum fee \$150.00 each
Group 'C' (Wood stove, stand-alone plumbing, a stand- alone mechanical/HVAC, banking machine, etc. Porches, decks & accessory buildings and demolition up to 150 sq. ft. (13.9 m ²))	\$50.00 Flat Fee – each
Group 'A', 'B', 'D', 'E', 'F' - New Construction	\$1.00/ft. ² (\$10.76/m ²) of building floor area in addition to an administrative fee of \$50.00 each
Group 'A', 'B', 'D', 'E', 'F' Major Additions or Alterations	\$0.84/ft. ² (\$9.04/m ²) of building floor area in addition to an administrative fee of \$50.00 each
Group 'A', 'B', 'D', 'E', 'F' (Minor additions, alterations, retrofit, interior finishes, plumbing stand-alone, mechanical stand-alone)	\$0.40/ft. ² (\$4.30/m ²) of building floor area in addition to an administrative fee of \$50.00 each
Non-Residential Demolitions	\$500.00 flat fee each
Sewage Disposal Systems	\$500.00 flat fee each
Alterations to existing buildings or building System NOT provided for above	\$10.00 for each \$1,000.00 of construction value or part thereof as determined by the Chief Building Official, in addition to an administrative fee of \$50.00 each.
Not obtaining a permit to construct or demolish a building or change the use of a building	\$150.00 for first offence \$300.00 for subsequent offences

Plumbing Application Fees

Basic Plumbing Fee	\$ 50.00
<u>Fixture</u>	<u>Rate/Fixture</u>
Waste & Vent Stock	\$ 11.00
Water Closet	\$ 6.00
Bathtub	\$ 3.50
Shower Stall	\$ 3.50
Wash Basin	\$ 3.50
Kitchen Sink	\$ 3.50
Slop Sink	\$ 3.50
Urinal	\$ 3.50
Automatic Washer	\$ 3.50
Laundry Tub	\$ 3.50
Drinking Fountain	\$ 3.50
Floor Drain	\$ 3.50
Roof Hopper	\$ 3.50
Hot Water Tank	\$ 15.00
Building Drain (4")	\$ 11.00
Area Drain	\$ 11.00
Interceptor	\$ 11.00

Water Supply System

Residential	\$ 30.00
Each Additional Residential Unit	\$ 15.00
Commercial	\$ 60.00
Each Additional Commercial Unit	\$ 15.00

Sign Permit Fees

Portable Sign Permit

Minimum Sign Permit Fee	\$ 50.00
Plus one of the following	
6 months	\$ 55.00
12 months	\$ 110.00

Regular Sign Permit

\$10.00 for each \$1,000.00 of construction value or part thereof plus \$50.00 Administration Fee

Planning Department Fees

Zoning By-law Amendment	\$ 600.00
HST	\$ 78.00
Total	\$ 678.00

Official Plan Amendment	\$ 650.00
HST	\$ 84.50
Total	\$ 734.50

Official Plan and Zoning By-law Amendment	\$ 750.00
HST	\$ 97.50
Total	\$ 847.50

Zoning, Motor Vehicle Compliance And Environmental Inquiries	\$ 50.00
HST	\$ 6.50
Total	\$ 56.50

Minor Variance	\$ 250.00
HST	\$ 32.50
Total	\$ 282.50

Consent Application	\$ 350.00
HST	\$ 45.50
Total	\$ 395.50

Site Plan Agreement	\$ 400.00
HST	\$ 52.00
Total	\$ 452.00

Zoning By-law Text	\$ 25.00
HST	\$ 3.25
	\$ 28.25

Plan of Subdivision/Condo	\$1,200.00
HST	\$ 156.00
Total	\$1,356.00

Subdivision Agreements	\$ 400.00
HST	\$ 52.00
Total	\$ 452.00

Encroachment Agreements	\$ 200.00
HST	\$ 26.00
Total	\$ 226.00

Part Lot Control	\$ 500.00
HST	\$ 65.00
Total	\$ 565.00

Redline Changes to Plan of Subdivision	\$ 500.00
HST	\$ 65.00
Total	\$ 565.00

Schedule C to By-law 2013–36 – Operations Department Fees

Carts & Bins

Green Organic Cart	\$ 83.19 plus HST
Blue Box Recycling Container	\$ 7.97 plus HST
Triple "R" Recycling Container	\$ 21.24 plus HST
Organic Kitchen Bin	\$ 7.97 plus HST

Private Service Charges

Grader & Street Sweeper Rates

Work Hours	\$ 110.00 plus HST
After Hours	\$ 125.00 plus HST

Snow Disposal Facility

Refundable Key Deposit	\$ 30.00 plus HST
First 25 Loads	\$ 350.00 plus HST
Each load over 25	\$ 12.50 plus HST

Capital Works

Cost	Labour + 35%
Equipment	Equipment + 10%
Materials	Materials + 10%
Administration Fee	A 5% Admin. Fee is charged on (Labour + Equipment + Materials + HST)

If a property owner requests additional work while City is having contract work done – contract rate plus 5% Administration plus HST. Overtime rates apply to labour and materials for all after hour services.

Water Turn On/Off/Trip

Work Hours	\$ 38.00 plus HST
After Hours	\$ 60.00 plus HST

Water Service/Meter Inspections/Trip

Work Hours	\$ 38.00 plus HST
After Hours	\$ 60.00 plus HST

Sewer Service Inspections/Trip

Work Hours	\$ 38.00 plus HST
After Hours	\$ 60.00 plus HST

Storm Service Inspections/Trip

Work Hours	\$ 38.00 plus HST
After Hours	\$ 60.00 plus HST

Leak Detection Equipment

\$200.00 Flat Rate + Labour + Equipment plus HST

Small Live Tap (within City limits)

\$50.00/Tap + Labour + Equipment plus HST

Small Live Tap (outside City)

\$350.00/Tap + Labour + Equipment plus HST

Large Live Tap (within City limits)

\$750.00/Tap + Labour + Equipment plus HST

Large Live Tap (outside City)

\$1,250.00/Tap + Labour + Equipment plus HST

Daily Rental Fee for Tools

Hydrant Hose	\$ 25.00 plus HST
Flasher Barricades	\$ 5.00 plus HST
Wooden Barricades	\$ 5.00 plus HST
Portable Road Signs	\$ 5.00 plus HST

Skate Sharpening Fees (pair)

\$ 4.43 plus HST

Replacement Costs for Tables & Chairs

Tables (each)	\$ 150.00 plus HST
Chairs (each)	\$ 40.00 plus HST

Water Meters

3/4" (includes Korner horn)	\$ 615.92 plus HST
3/4" no Korner horn	\$ 393.86 plus HST
1" incl. Korner horn	\$ 888.46 plus HST
1" no Korner horn	\$ 550.04 plus HST
1 1/2" w/cast flange	\$ 871.57 plus HST
2" w/cast flange	\$ 980.60 plus HST
3" turbine	\$ 2,554.79 plus HST
3" compound	\$ 4,324.02 plus HST
4" turbine	\$ 3,580.91 plus HST
4" compound	\$ 6,314.80 plus HST

Water from Hydrant

	\$ 5.00/1000 litres
Refundable Card Deposit	\$ 30.00 plus HST
Annual fee for Haulers	\$ 250.00 plus HST

Septage/Sewage Disposal Rates

	\$ 50.00/m ³ plus HST
Administrative charge on all loads under 100 gallons	\$ 10.00 plus HST

By-Law Enforcement

\$100 flat fee + applicable fees (see Capital Works)

Culvert Extensions

4 foot	\$ 650.00 plus HST
5 foot	\$ 800.00 plus HST
6 foot	\$ 950.00 plus HST

Schedule D to By-law 2013-36 – Recreation and Facility Fees

Ball & soccer Field Rental (hourly)

Ball – Fields Dragged & Bases Only

Minor – no lights	\$ 11.00 plus HST
Minor – with lights	\$ 16.00 plus HST
Adult – no lights	\$ 15.00 plus HST
Adult – with lights	\$ 24.00 plus HST

Ball – Fields Fully Prepared

Minor – no lights	\$ 15.00 plus HST
Minor – with lights	\$ 20.00 plus HST
Adult – no lights	\$ 19.00 plus HST
Adult – with lights	\$ 28.00 plus HST

Soccer Field

Minor – no lights	\$ 11.00 plus HST
Minor – with lights	\$ 16.00 plus HST
Adult – no lights	\$ 17.00 plus HST
Adult – with lights	\$ 26.00 plus HST

Marina Rates

Daily Slip	\$.80/ft. plus HST
Weekly Slip	\$ 6.00/ft. plus HST
Seasonal Slip	\$ 25.00/ft. plus HST

Seasonal Shore Power	\$ 135.00 plus HST
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Launching

Daily	\$ 6.19 plus HST
Seasonal	\$ 65.00 plus HST

Pumpout Service

Weekday (Monday – Thursday)	\$ 6.02 plus HST
Weekend (Friday – Sunday)	\$ 8.85 plus HST

Dry Docking

Seasonal	\$ 100.00 plus HST
Off Season	\$ 325.00 plus HST

Amphitheatre

No sound system	\$ 75.00 plus HST
With sound system	\$ 100.00 plus HST

Riverside Park Campground*

Serviced Camp Site

First night	\$ 32.00 plus HST
Weekly (maximum 2 weeks)	\$ 186.00 plus HST
Sewage Pumpout	No Charge

Unserviced Camp Site

First night	\$ 26.00 plus HST
Weekly (maximum 2 weeks)	\$ 150.00 plus HST

* Minimum 7 days cancellation required, or a 25% cancellation fee applies

Pavilions

Flat Rate Rental	\$ 25.00 plus HST
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Mini-golf & Horseshoe Pits

Adults, Youth, Seniors	\$ 3.25 (includes HST)
Child (14 and under)	\$ 2.00
TGIF (July and August) 14 and under	\$ 1.00
Ice	\$ 4.00

Kinsmen Pool

Public Swim

Senior (60+)/Student 14-17 years	\$ 3.31 plus HST
Adult	\$ 3.98 plus HST
Child (4-13 years)	\$ 2.25
Child (3 and under with adult supervision)	No Charge

Lessons		Non-Resident Fee
Private	\$ 50.00	additional \$ 39.00
Aqua Tots	\$ 55.00	additional \$ 43.00
Swim Preschool	\$ 55.00	additional \$ 43.00
Swimkids	\$ 63.00	additional \$ 49.00
Adult	\$ 61.94 plus HST	additional \$ 48.00
Aquabics	\$ 61.94 plus HST	additional \$ 48.00
Ladies Red Cross	\$ 48.67 plus HST	additional \$ 43.00
Bronze Programs	\$ 157.52 plus HST	additional \$139.00
NLS	\$ 194.69 plus HST	additional \$172.00
AWSI	\$ 169.91 plus HST	additional \$150.00
Instructors RC/LSS	\$ 336.28 plus HST	additional \$297.00

Pool Membership – 6 months**

Senior (60+)/Student 14-17 years	\$ 125.66 plus HST
Adult	\$ 185.84 plus HST
Child	\$ 72.00
Family	\$ 238.93 plus HST

**non-resident fee of \$30.00 applies

Pool Membership – 12 months**

Senior (60+)/Student 14-17 years	\$ 230.08 plus HST
Adult	\$ 345.13 plus HST
Child	\$ 120.00
Family	\$ 453.09 plus HST

**non-resident fee of \$30.00 applies

Pool Rental

Basic (1-50 people)	\$ 73.36 plus HST
Basic (51-100 People)	\$ 97.83 plus HST
Additional Life Guards	\$ 23.00 plus HST
Schools (lessons)	\$ 97.83 plus HST
Wading Pool	\$ 23.00 plus HST

Pembroke Memorial Centre

Public Skating

Senior (60+)/Student 14-17 years	\$ 3.25 (includes HST)
Adult	\$ 3.75 (includes HST)
Child	\$ 2.00

Public Skating Passes

Senior (60+)/Student 14-17 years	\$ 22.00 (includes HST)
Adult	\$ 27.00 (includes HST)
Child	\$ 15.00

Ice Rental – Hourly

Adult – Prime Time	\$ 140.00/hour plus HST
Adult – Non Prime Time	\$ 95.00/hour plus HST
Minor Sports – Regular	\$ 90.00/hour plus HST
Minor Sports – Out of Town	\$ 140.00/hour plus HST
School Boards	\$ 90.00/hour plus HST
Minor Sports (Mon – Fri 6:00 a.m. to 9:00 a.m.)	\$ 64.00/hour plus HST

Facility Rental PMC & PACC***

Concerts - Non-Profit Organization	\$1,500.00/day plus HST
Concerts – For Profit	\$2,500.00/day plus HST
Circus	\$2,000.00/day plus HST
Additional Days	\$ 500.00/day plus HST
Arena Floor	\$ 40.00/hour plus HST
Ticket Sales – For Profit/per ticket	\$ 2.00
Ticket Sales – Non Profit/per ticket	\$ 1.00
Tickets under \$10.00/per ticket	\$.50

***cancellation fee of 50% if not cancelled within 7 days of rental

Activity Rooms

PMC Suite "A" (12 persons maximum occupancy)	
Lumber King Games (flat rate)	\$ 125.00 plus HST
Concerts (flat rate)	\$ 125.00 plus HST

PACC/PMC activity room

Flat rate	\$ 25.00 plus HST
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Non-Resident Fees

Hockey	\$ 451.00/per person
Skating	\$ 293.00/per person
Ball	\$ 146.00/per person
Soccer	\$ 18.00/per person

Schedule E to By-law 2013-36 – Fire Department Fees

Fire Permit	\$ 20.00 annually
False Alarms	
Letter of warning	No charge
2 nd False Alarm (in 12 month period)	\$ 260.95 plus HST
3 rd False Alarm (in 12 month period)	\$ 521.85 plus HST
File Search	\$ 50.00 plus HST
SCBA (Self Contained Breathing Apparatus) refills per bottle	\$ 6.00 plus HST
Inspections	
1 st and 2 nd	No charge
3 rd and subsequent	\$50.00 per hour or minimum \$50.00 plus HST
LLBO Inspection	\$50.00 plus HST
Private Day Care License	\$50.00 plus HST
Business Compliance Request	\$50.00 plus HST
Vehicle Accidents (MTO Rates) Invoiced When unrecoverable through MTO	\$410.00 per hour plus HST
Water Rescue – Ottawa River (MTO Rate) (towing fees for non-residents)	\$410.00 per hour plus HST
Fire Watch or Standby (Deemed necessary & approved by Fire Chief)	\$50.00 per hour plus HST
Fire Scene Cause Determination	\$200.00 per hour or part. Minimum of \$200.00 plus HST
Vehicle Gasoline Leak Clean-up	\$200.00 per hour plus HST
Private Contractor Charges	Actual costs plus Administrative Fees & HST
Copies of Inspections	\$50.00 plus HST
Copies of Incident Reports	\$50.00 plus HST