

THE CORPORATION OF THE TOWN OF KINGSVILLE

DRAFT - BY-LAW 3-2022

Being a by-law to impose fees and charges by The Corporation of the Town of Kingsville

WHEREAS section 391 of the *Municipal Act, 2001*, S.O. c. 25 (the "Act") authorizes a municipality to pass by-laws imposing fees or charges on persons:

- (a) for services or activities provided or done by or on behalf of it;
- (b) 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
- (c) for the use of its property including property under its control;

and the costs included in a fee or charge may include costs incurred by a municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets.

AND WHEREAS subsection 398(1) of the Act provides that such fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality.

AND WHEREAS subsection 398(2) of the Act provides that the treasurer of a municipality may add fees and charges imposed by the municipality to the tax roll for any property for which all of the owners are responsible for paying the fees and charges and collect them in the same manner as municipal taxes.

AND WHEREAS subsection 69(1) of the *Planning Act*, R.S.O. 1990 c. P.13 provides that the council of a municipality, by by-law may establish fees for the processing of applications made in respect of planning matters (the "Application"), which fees shall be designed to meet only the anticipated cost to the municipality in respect of the processing the Application.

AND WHEREAS the Town deems it advisable to repeal By-law 15-2021 on the effective date of this by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

Definitions

1. In this By-law, the following words shall have the corresponding meaning:

"Indemnity Deposit" means a fee or charge paid to the Town to meet all or a portion of the cost and expenses of remediating or repairing any damage to Town property or infrastructure, including, but not limited to roads, sidewalks, curbing or paved boulevards, water or sewage works, caused as a result of the use of such property or infrastructure or as a result of the carrying on of construction or demolition or other works on adjacent property.

"Rental Deposit" means the fee or charge paid to the Town as partial payment toward the rental of Town owned facilities.

"Security Deposit" means a fee or charge paid to the Town to guarantee the due performance of certain obligations owing to the Town that the Town may draw upon in the event that such obligations are not performed in order to complete all outstanding works or matters and pay the costs and expenses incurred.

Fees and Charges

2. Subject to section 12 of this By-law, the fee or charges as provided for in Schedule "A" attached hereto and forming part of this By-law shall be imposed and charged for the services, activities and use of property as indicated in said Schedule "A".

Rental Deposit

3. A rental deposit of 50% of the entire rental amount shall be paid to the Town at the time of booking either Lakeside Park Pavilion or Grovedale Arts & Culture Centre. The balance of the rental amount shall be payable in accordance with the Town's policies and procedures, as may be amended from time to time. For clarity, the Town will honour the rental rates in effect when the deposit is received.
4. The rental deposit shall be forfeited in the event that the rental is cancelled within thirty (30) days of the scheduled event date.

Indemnity Deposits

5. Indemnity Deposits as provided for in Schedule "B" attached hereto and forming part of this By-law shall be imposed and charged as indicated in said Schedule "B".
6. Following the use of the property or infrastructure or the completion of the construction or demolition in respect of which an Indemnity Deposit has been paid and, upon request of the person who paid the Indemnity Deposit to the Town, the Indemnity Deposit, less any costs and expenses of remediating or repairing any damage to Town property or infrastructure, shall be refunded by the Town.

Security Deposits

7. Security Deposits as provided for in Schedule "C" attached hereto and forming part of this By-law shall be imposed and charged as indicated in said Schedule "C".
8. Upon the performance of all obligations owing to the Town for which a Security Deposit has been paid and, upon request of the person who paid the Security Deposit to the Town, the Security Deposit, less any costs and expenses of completing any works or matters not performed, shall be refunded by the Town.

Unclaimed Deposits

9. Where an Indemnity Deposit and/or a Security Deposit has been paid to the Town and remains unclaimed for a period of seven years, the Treasurer of the Town may transfer to the general funds of the Town, any such Indemnity Deposit and/or Security Deposit against which no claim has been made, free of and from any and all claims whatsoever.

Reduced Fee or No Fee

10. Those persons and organizations identified in Column II of Schedule "D" attached hereto and forming part of this By-law shall be subject to the corresponding reduced fee or no fee for the use of those facilities identified in Column I.
11. Subject to availability, organizations under Column II are permitted two (2) free non-prime time rentals of Lakeside Park Pavilion each calendar year. Weekend rentals for these groups will be permitted, subject to availability, at a reduced rate of \$300.00 per day, with or without alcohol.
12. Column II organizations are not permitted to transfer entitlements under Schedule "D" to any other group, organization, entity or individual and

such bookings must be used by the organization for a purpose benefiting the organization or the community at large.

13. Organizations under contract for use of sports fields or ice time shall have access to meeting rooms at no cost, subject to availability and managerial approval. These groups will be expected to set up and take down tables and chairs as required.

Uncollectable Issued Fees or Charges

14. If a property owner who is charged a fee under this by-law fails to pay the fee within ninety (90) days of the invoice date, the Corporation may add the fee, including interest and administration fees to the tax roll for any real property in the Town of Kingsville, registered in the name of the owner and collect the fee, including interest, in like manner as municipal taxes.

Repeal

15. By-law 15-2021 is hereby repealed effective March 1, 2022.
16. This by-law shall come into force on March 1, 2022.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 14th DAY OF FEBRUARY, 2022.

MAYOR, Nelson Santos

CLERK, Paula Parker

SCHEDULE A
FEES AND CHARGES

ADMINISTRATIVE SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
911 Sign and Post (with or without building)	\$80.00	\$60.00
Accounts Receivable (accounts outstanding after 60 days following invoice date)	1.25% per month	1.25% per month
Administration Fee <ul style="list-style-type: none"> • Misdirected payment • Adding outstanding charges to tax roll • Arrangements for weed cutting 	\$25.00	\$25.00
Advertising Hosting Fee	\$50.00	\$50.00
By-law Appeal - Filing Fee	\$100.00 per appeal	\$100.00 per appeal
Certified Copies of Municipal Documents	\$15.00 per document	\$15.00 per document
Code of Conduct Complaint (refundable on recommendations of Integrity Commissioner)	\$100.00	\$100.00
Council Meeting Recording (including USB)	\$20.00 per meeting	\$20.00 per meeting
Credit Card Convenience Fee	2% on transactions in excess of \$2,000	N/A
DVD/CD/USB (any copied document or documents)	\$10.00	\$10.00
Election Sign Removal	\$20.00 per sign	\$20.00 per sign
Fireworks Permit (Moved to Fire Services)	\$100.00	\$100.00
Map (Town)	\$30.00	\$30.00
PLUS	\$3.00 per square foot	\$3.00 per square foot
Marriage Solemnization <ul style="list-style-type: none"> • During business hours • After business hours 	 \$260.00 \$360.00	 \$250.00 \$350.00
<ul style="list-style-type: none"> • PLUS - travel from and return to municipal office 	Per kilometer per Canada Revenue Rates	\$0.59 per kilometre
<ul style="list-style-type: none"> • Cancellation (more than 24 hours notice) • Cancellation (less than 24 hours notice) • Rehearsal Rate (per Rehearsal) • Civil Marriage Ceremony (per 2 witnesses) 	 \$65.00 \$130.00 \$52.00 \$32.00	 N/A N/A N/A N/A
Damage to Municipal Property	Cost	Cost
Merchandise and Apparel	N/A	Cost + 15%
MYKingsville website advertising space	N/A	\$85.00 per month
Non-Objection Letter (AGCO)	\$25.00	\$25.00
Notice of Registration of Death (Form 17)	\$10.00	\$10.00
NSF cheque	\$25.00	\$25.00
Noise Permit	\$50.00	\$50.00
Over the Road Banner	\$50.00	\$50.00
Photocopies (on- site)	\$0.50 per copy	\$0.50 per copy
Photocopies (off-site)	Cost	Cost
Portable Signs <ul style="list-style-type: none"> • Permit • Removal • Storage • Variance 	 \$65.00 \$75.00 per hour \$20.00 per day \$65.00	 \$65.00 \$75.00 per hour \$20.00 per day \$65.00
Freedom of Information (FIR) – Per Application	\$5.00	N/A
Freedom of Information (FIR) – Other Fees	Fees listed in O. REG 823	N/A
Property Information Report (PIR) <ul style="list-style-type: none"> • Standard (10 business days) • Within 5 days, excluding holidays 	 \$200.00 \$300.00	 \$200.00 \$300.00
Property File Document Retrieval (picked up at Town office)	\$7.50	\$7.50
Property File Document Retrieval (delivered by mail or email)	\$10.00	\$10.00
Property Report (for information not included in the PIR)	\$50.00 per department	\$50.00 per department
Refund charge	\$25.00	\$25.00
Request for Fence Viewers	\$750.00	\$750.00

ADMINISTRATIVE SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Severance - property roll creation	\$100.00	\$100.00
Signing of Document as a Commissioner for Taking Affidavits	\$15.00 up to 3 documents (seniors exempt)	\$15.00 up to 3 documents (seniors exempt)
Signing of Document as a Notary Public	\$75.00 up to 3 documents	\$50.00 up to 3 documents
Statement of Account (picked up at Town office)	\$7.50 (seniors exempt)	\$7.50 (seniors exempt)
Statement of Account (delivered by mail or email)	\$10.00	\$10.00
Statement of Death (Form 15)	\$15.00	\$15.00
Tax Certificate (includes outstanding water)	\$75.00 per property	\$75.00 per property
Tax Certificate (within two business days)	\$150.00 per property	\$150.00 per property
Tax Notice (duplicate - picked up at Town office)	\$7.50 (seniors exempt)	\$7.50 (seniors exempt)
Tax Notice (duplicate - delivered by mail or email)	\$10.00	\$10.00
Tax Notice (duplicate – delivered by email if account is enrolled for paperless billing)	No fee	No fee
Tax Registration	Cost	Cost
Tax Sale Tender Package	\$10.00	\$10.00
Town flag	Cost	Cost
Utility Account Setup PLUS SECURITY DEPOSIT (Tenant accounts)	\$25.00	\$25.00
Water notice (duplicate - picked up at Town office)	\$7.50 (seniors exempt)	\$7.50 (seniors exempt)
Water notice (duplicate - delivered by mail or email)	\$10.00	\$10.00
Water notice (duplicate – delivered by email if account is enrolled for paperless billing)	No fee	No fee

ANIMAL CONTROL	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Dog License		
• January 1 to March 31	\$20.00	\$20.00
• April 1 to December 31	\$40.00	\$40.00
○ PLUS - By-law Enforcement Officer attendance	\$15.00	\$15.00
Kennel (includes one dog license)	\$110.00	\$110.00
Dog Impound Fee		
• First reclaiming fee	\$50.00	\$50.00
• Second reclaiming fee	\$75.00	\$75.00
• Third and subsequent reclaiming fee	\$125.00	\$125.00

CEMETERY SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Grave		
Greenhill Cemetery - Adult or Child Grave(standard 3'4" x 8')	N/A	\$600.00 interment rights + \$400.00 care & maintenance = \$1,000.00
Greenhill Cemetery - Cremation	N/A	\$300.00 interment rights + \$200.00 care & maintenance = \$500.00
Greenhill Cemetery - Infant (standard 12" x 24")	N/A	\$150.00 interment rights + \$150.00 care & maintenance = \$300.00
All Active Cemeteries - Adult or Child (standard 3'4" x 8')	\$600.00 interment rights + \$400.00 care & maintenance = \$1,000	\$450.00 interment rights + \$300.00 care & maintenance = \$750.00

CEMETERY SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
All Active Cemeteries - Cremation	\$300.00 interment rights + \$200.00 care & maintenance = \$500.00	\$150.00 interment rights + \$100.00 care & maintenance = \$250.00
Interment (includes opening/closing grave, lowering/raising device, grass seeding)		
Interment for Adult or Child Grave		
• March 16-December 14		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$725.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$885.00
• December 15-March 15		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$775.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$935.00
Interment for Infant or Cremated Remains		
• March 16-December 14		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$300.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$425.00
• December 15-March 15		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$350.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$475.00
Adult or Child Grave (all year)		
○ Weekdays (10:00 am to 3:30 pm)	\$885.00	N/A
○ Saturdays (10:00 am to 2:00 pm)	\$1,200.00	N/A
Cremated Remains (all year)		
○ Weekdays (10:00 am to 3:30 pm)	\$400.00	N/A
○ Saturdays (10:00 am to 2:00 pm)	\$525.00	N/A
Maximum for Assisted Services (in accordance with O.Reg. 184/12 made under the Funeral, Burial and Cremation Services Act, 2002)		
Interment Rights and Interment - Adult or Child Grave	\$1,300.00	\$1,300.00
Interment Rights and Interment - Cremated Remains	\$500.00	\$500.00
Interment Rights and Interment - Receipt from Irregular Burial Site	\$650.00	\$650.00
Disinterment (includes opening/closing grave, lowering/raising device, grass seeding)		
Disinterment for Adult or Child Grave		
• March 16-December 14		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$1,500.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$1,870.00
• December 15-March 15		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$1,615.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$1,985.00
Disinterment for Infant or Cremated Remains		
• March 16-December 14		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$300.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$400.00
• December 15-March 15		
○ Weekdays (10:00 am to 3:30 pm)	N/A	\$350.00
○ Saturdays (10:00 am to 2:00 pm)	N/A	\$450.00
Adult or Child Grave (all year)		
○ Weekdays (10:00 am to 3:30 pm)	\$1,500.00	N/A
○ Saturdays (10:00 am to 2:00 pm)	\$1,870.00	N/A
Cremated Remains (all year)		
○ Weekdays (10:00 am to 3:30 pm)	\$400.00	N/A
○ Saturdays (10:00 am to 2:00 pm)	\$525.00	N/A
Marker/Monument Care and Maintenance		
• Flat (less than 173 square inches)	\$0.00	\$0.00
• Flat (at least 173 square inches)	\$100.00	\$50.00
• Upright (4 feet or less in height and 4 feet or less in length, including base)	\$200.00	\$100.00

CEMETERY SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
<ul style="list-style-type: none"> Upright (more than 4 feet in either height or length, including base) 	\$400.00	\$200.00
Other Services		
<ul style="list-style-type: none"> Transfer of Interment Rights 	\$40.00	\$40.00
<ul style="list-style-type: none"> Marker Locating 	\$25.00	\$25.00
<ul style="list-style-type: none"> Marker Inspection 	\$25.00	\$25.00
<ul style="list-style-type: none"> Tent Rental (March 16 - December 14 only) 	\$100.00	\$100.00
<ul style="list-style-type: none"> License (HST exempt) 	as set by Ministry of Consumer Services	as set by Ministry of Consumer Services

Note: Interment services outside the above listed dates and times will be performed at cost. Please contact the Public Works Manager for more information.

FIRE SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
AGCO Letters (for liquor related premises and events)(per request)	\$100.00	\$100.00
Commercial Fireworks Permit Review plus inspection	\$100.00	N/A
Special Event Inspection (Tents, Temporary Structures)	\$80.00 per hour	N/A
Fire Safety Request for Training Services (per Training Officer) (min 2 hour session)	\$100.00 per session (up to 2 hours)	\$100.00 per session (up to 2 hours)
Fire Training provided to other Fire Departments	Cost	Cost
Inspection (from PIR report)	\$100.00	\$100.00
Inspection Order with violations re-inspection (captured in new fees below)	\$100.00	\$100.00
Non-Emergency Alarm Activation (following second false alarm within calendar year)	as set by MTO	as set by MTO
Fire Safety Plan/Sprinkler review (per review)	\$80.00	N/A
Occurrence Report - Standard (per report)	\$80.00	\$40.00
Occurrence Report with Full Investigation (per report)	\$160.00	\$100.00
Non-resident Motor Vehicle Accident or Fire Attendance	as set by MTO	as set by MTO
Prohibited Open Burn	as set by MTO	as set by MTO
<ul style="list-style-type: none"> PLUS - heavy equipment 	Cost	Cost
<ul style="list-style-type: none"> PLUS - foam 	Cost	Cost
Burn Permit		
<ul style="list-style-type: none"> Burn Complaint with Fire Response (applicable if not meeting prescribed rules) 	MTO rate	N/A
Propane Review/Documentation - Level 2 (per request)	\$80.00	\$80.00
Propane Review/Documentation - Level 1 (per request)	\$80.00	\$80.00
<ul style="list-style-type: none"> PLUS - legal or engineering review (per request) 	Cost	Cost
Technical Rescue Team Services (No longer provide this service)	Cost	Cost
Fire response to un-located utility strike	MTO rate	N/A
Fire Rescue Standby Request	MTO rate	N/A
Fire Inspections* includes file search, travel, site visit, orders, re-inspection, safety plan review		
Fire Code Inspection – General (except where identified below)	\$80.00 per hour	N/A
Assembly Inspection – per inspection		
<ul style="list-style-type: none"> Churches 	\$50.00	N/A
<ul style="list-style-type: none"> Schools 	\$400.00	N/A
<ul style="list-style-type: none"> Nursery/Day Care 	\$50.00	N/A
<ul style="list-style-type: none"> Licensed Premises 	\$200.00	N/A
<ul style="list-style-type: none"> Unlicensed Premises 	\$100.00	N/A
Institutional Inspection – per inspection		
<ul style="list-style-type: none"> Nursing Homes 	\$500.00	N/A
<ul style="list-style-type: none"> Homes for Special Care 	\$250.00	N/A
Industrial Inspection – per inspection		
<ul style="list-style-type: none"> Factories/Complexes less than 500 m2 	\$300.00	N/A
<ul style="list-style-type: none"> Factories/Complexes between 500 - 1000 m2 	\$500.00	N/A
<ul style="list-style-type: none"> Factories/Complexes over 1000 m2 	\$700.00	N/A
Commercial Inspection – per inspection		
<ul style="list-style-type: none"> in service mercantile under 500 m2 	\$100.00	N/A
<ul style="list-style-type: none"> in service mercantile under 1000 m2 	\$500.00	N/A

FIRE SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
• in service mercantile over 1000 m2	\$700.00	N/A
• business/personal services	\$100.00	N/A
Residential Inspection – per inspection		
• Apartments 6 units or more	\$500.00	N/A
• Single Family Duplexes/Apartments up to 6 units	\$300.00	N/A
• Boarding/Lodging houses/B&B's less than 10 beds	\$300.00	N/A
• Boarding/Lodging houses/B&B's more than 10 beds	\$400.00	N/A
• Temporary Farm Worker Housing less than 10 beds	\$500.00	N/A
• Temporary Farm Worker Housing 10 - 20 beds	\$600.00	N/A
• Temporary Farm Worker Housing 20 - 30 beds	\$700.00	N/A
• Temporary Farm Worker Housing more than 30 beds	\$1,000.00	N/A
• Hotel/Motel	\$500.00	N/A

*Minimum charge of 1 Hour per inspection unless deemed non-profit related site

LICENSES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Charitable Gaming		
• Bingo	3% of prize	3% of prize
• Media Bingo	3% of prize	3% of prize
• Break Open (Nevada) Tickets	3% of prize	3% of prize
• Raffle	3% of prize	3% of prize
• Bazaar - Raffle & Bingo	3% of prize	3% of prize
• Bazaar - Wheel of Fortune	\$10.00	\$10.00
Hunting		
• Pheasant (resident)	\$20.00	\$20.00
• Pheasant (non-resident)	\$25.00	\$25.00
• Rabbit (resident)	\$10.00	\$10.00
• Rabbit (non-resident)	\$10.00	\$10.00
Marriage	\$135.00	\$125.00
Refreshment Vehicle – Annual Permit		
• First vehicle	\$250.00	\$250.00
• Second vehicle	\$125.00	\$125.00
Refreshment Vehicle – Special Events	Fees established per event	N/A
Taxi/Limousine/Vehicle for Hire		
• Vehicle (new)	\$300.00	\$300.00
• Vehicle (renewal) - per year payable on or before January 1	\$100.00	\$100.00
Driver - per year payable on or before January 1	\$25.00	\$25.00

MUNICIPAL SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Encroachment Permit	\$150.00 + Indemnity Deposit	\$150.00 + Indemnity Deposit
Encroachment Agreement		
• prepared/reviewed by Administration	\$500.00	\$500.00
• prepared/reviewed by external legal services	Cost	Cost
Local Improvement Charges (full details can be obtained from the Local Improvement Policy). The cost of the works shall be assessed upon benefitting properties based upon a maximum fixed rate per metre of assessable frontage as follows:		
• Sanitary Sewers	Under Review	Under Review
• Storm Sewers	Under Review	Under Review
• Road Works (curb and gutter only)	Under Review	Under Review
• Sewer Services Connections	Under Review	Under Review
Road Crossing Agreement PLUS INDEMNITY DEPOSIT	\$150.00	\$150.00
Road Use Agreement	\$1,500.00	\$1,500.00

MUNICIPAL SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
PLUS INDEMNITY DEPOSIT		
Temporary Culvert Installation Permit	\$100.00	\$100.00
Solar Signs - blank sign	\$40.00	\$40.00
Solar Signs - new post and hardware, if required	\$15.00	\$15.00
Solar Signs - installation by Public Works	\$25.00	\$25.00
Weed Cutting (one hour minimum)	\$75.00 per hour + \$25 admin fee	\$75.00 per hour

PARK AND RECREATION SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Note: All fees for Recreation Services include HST where applicable.		
Rental of Grovedale Arts & Culture Centre and Lakeside Park Pavillion requires a deposit of 50% at time of booking. This amount will be forfeited if the rental is cancelled within 30 days of the schedule event.		
Carnegie (currently not available for private rentals)		
• 2 hours or less	\$56.50	\$56.50
• Full day	\$200.00	\$200.00
• Instructional	\$30.00 per hour	\$30.00 per hour
Grovedale Arts & Culture Centre		
• Private event with alcohol ○ PLUS INDEMNITY DEPOSIT	\$2,500.00 per 12hrs + \$100 per hour for each additional hour	\$2,000.00 per day
• Private event without alcohol	\$800.00 per 12hrs + \$100 per hour for each additional hour	\$500.00 per day
• Instructional	\$75.00 per hour	\$75.00 per hour
Lakeside Park Pavilion		
• Private event with alcohol ○ PLUS INDEMNITY DEPOSIT	\$900.00 per day	\$900.00 per day
• Private event without alcohol	\$300.00 per day	\$300.00 per day
• Instructional	\$50.00 per hour	\$50.00 per hour
Kingsville Recreational Complex		
Ice Time		
○ Adult prime	\$194.00 per hour	\$194.00 per hour
○ Adult non-prime (weekdays before 5:00 pm)	\$158.00 per hour	\$158.00 per hour
○ Minor Sports - prime	\$179.00 per hour	\$179.00 per hour
○ Minor Sports - non-prime (weekdays before 5:00 pm)	\$150.00 per hour	\$150.00 per hour
○ Public Skating - general	\$3.50 per person	\$3.50 per person
○ Public Skating - general – family per household	\$12.00 per household	\$9.00 per family
○ Parent & Tot/Home School/Adult Skate	\$2.50 per person	\$2.50 per person
○ Shinny Hockey/Club	\$5.50 per person	\$5.50 per person
Arena Floor	\$55.00 per hour or \$300.00 per day	\$55.00 per hour or \$300.00 per day
Auditorium A		
○ Private event with alcohol ▪ PLUS INDEMNITY DEPOSIT	\$450.00 per day	\$450.00 per day
○ Private event without alcohol	\$200.00 per day	\$200.00 per day
○ Private event without alcohol	\$120.00 for 4 hours	\$120.00 for 4 hours
○ Instructional	\$30.00 per hour	\$30.00 per hour
Auditorium B, C or D		
○ Private event with alcohol ▪ PLUS INDEMNITY DEPOSIT	\$190.00 per day, per room	\$190.00 per day, per room
○ Private event without alcohol (B, C or D)	\$100.00 per day, per room	\$100.00 per day, per room
○ Instructional	\$30.00 per hour	\$30.00 per hour

PARK AND RECREATION SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Note: All fees for Recreation Services include HST where applicable.		
Rental of Grovedale Arts & Culture Centre and Lakeside Park Pavillion requires a deposit of 50% at time of booking. This amount will be forfeited if the rental is cancelled within 30 days of the schedule event.		
Ball Diamond Pavilion		
○ Evening with alcohol	\$175.00	\$175.00
○ Day with alcohol	\$250.00	\$250.00
Baseball		
○ Diamond - without lights	\$40.00 per game (up to 2 hours)	\$40.00 per game (up to 2 hours)
○ Diamond - with lights	\$55.00 per game (up to 2 hours)	\$55.00 per game (up to 2 hours)
○ Diamond - minor sports	\$13.00 per child, per season	\$13.00 per child, per season
○ Diamond - tournament	\$100.00 per day, per diamond	\$100.00 per day, per diamond
Soccer		
○ Field	\$30.00 per game (up to 2 hours)	\$30.00 per game (up to 2 hours)
○ Field - minor sports	\$13.00 per child, per season	\$13.00 per child, per season
○ Field - tournament	\$75.00 per day, per field	\$75.00 per day, per field
Tennis Courts (Kingsville only)		
○ Access Card	\$10.00	\$10.00
○ Entry	\$6.00 per court	\$6.00 per court
Pickleball		
○ Outdoor	\$6.00 per court	N/A
○ Drop-in (inside)	\$2.00 per court	N/A
Covid Health Screener – as required by Health Unit, for private events	\$25.00 per hour	N/A
Marina		
● Seasonal Ramp Pass	\$130.00 per craft	\$130.00 per craft
● Seasonal Ramp Pass – Senior Rate	\$100.00 per craft	\$100.00 per craft
● Dockage - Cedar Island	\$48.00 per foot	\$48.00 per foot
● Dockage - Docks 63 and 64	\$56.00 per foot	\$56.00 per foot
● Transient Wells – Daily	\$2.00 per foot	\$2.00 per foot
● Transient Wells – Monthly	\$15.00 per foot	\$15.00 per foot
● Ramp Pass - Daily	\$12.00 per day	\$12.00 per day
● Ramp Pass – Daily – Senior Rate	\$6.00 per day	\$6.00 per day
● Ramp Pass - Monthly	\$50.00 per month	\$50.00 per month
● Fuel	Cost + \$0.30 per litre	Cost + \$0.30 per litre
Ridgeview Park		
● Hall and Pavilion with alcohol ○ PLUS INDEMNITY DEPOSIT	\$350.00 per day	\$350.00 per day
● Hall and Pavilion without alcohol	\$100.00 per day	\$100.00 per day
● Instructional	\$30.00 per hour	\$30.00 per hour
Unico Community Centre		
● Private event with alcohol ○ PLUS INDEMNITY DEPOSIT	\$390.00 per day	\$390.00 per day
● Private event without alcohol	\$180.00 per day	\$180.00 per day
● Private event without alcohol	\$90.00 for 4 hours	\$90.00 for 4 hours
● Instructional	\$30.00 per hour	\$30.00 per hour
Parking Lots		
● Unico Parking Lot ● Carnegie Parking Lot ● King Street Parking Lot	\$160.00 per day	\$160.00 per day

PARK AND RECREATION SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Note: All fees for Recreation Services include HST where applicable.		
Rental of Grovedale Arts & Culture Centre and Lakeside Park Pavillion requires a deposit of 50% at time of booking. This amount will be forfeited if the rental is cancelled within 30 days of the schedule event.		
Advertising		
• Arena Walls	\$125.00 per year	\$125.00 per year
• Illuminated sign	\$300.00 per year	\$300.00 per year
• Ice surface boards	\$450.00 per year	\$450.00 per year
• Ice surface	\$865.00 per year	\$865.00 per year
• Marina display	\$58.00 per year	\$58.00 per year
• Zamboni (\$1,100 per side)	\$2,200.00 per year	\$2,200.00 per year
Programs		
• All Programs	Cost	Cost
• Standard First Aid/Level C	Cost	\$120.00
• Standard First Aid Renewal	Cost	\$75.00
Commemorative Program		
• Tree	\$300 Tree + \$350 Plaque=\$650 Total	\$300 Tree + \$250 Plaque=\$550 Total
• Bench	\$1,400 Bench + \$350 plaque=\$1,750 Total	\$1,400 Bench + \$250 Plaque=\$1,650 Total

PLANNING SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Note: Applicants will be eligible for a 25% refund if an application is withdrawn prior to the holding of any public open house or meeting.		
Committee of Adjustment		
Consent		
• Initial severance	\$1,150.00	\$1,100.00
• Additional severance	\$300.00	\$300.00
PLUS ERCA	as set by ERCA	as set by ERCA
Minor Variance	\$785.00	\$735.00
PLUS ERCA	as set by ERCA	as set by ERCA
Joint Application (combined consent and minor variance)	\$1,575.00	\$1,525.00
PLUS ERCA	as set by ERCA	as set by ERCA
Development Agreements		
Minor Agreement (i.e. consents) PLUS EXTERNAL COSTS PLUS SECURITY DEPOSIT	\$600.00	\$600.00
Development Agreement Amendment PLUS EXTERNAL COSTS PLUS SECURITY DEPOSIT	\$500.00	\$500.00
Official Plan		
Amendment PLUS EXTERNAL COSTS	\$3,000.00	\$2,900.00
PLUS ERCA	as set by ERCA	as set by ERCA
Joint Application (combined with Official Plan Zoning By-law Amendments) PLUS EXTERNAL COSTS	\$4,000.00	\$3,900.00
PLUS ERCA	as set by ERCA	as set by ERCA
Parkland Dedication or Fees in Lieu		
Commercial or Industrial Land	2% of appraised value of land	2% of appraised value of land
Residential Land	\$1,500.00 per new lot	\$1,500.00 per new lot
Part Lot Control		
Part Lot Control	\$1,750.00	\$1,700.00

PLANNING SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Part Lot Control Extension	\$1,150.00	\$1,100.00
Plan of Condo/Subdivision		
Plan of Condominium PLUS EXTERNAL COSTS	\$4,000.00	\$3,900.00
PLUS ERCA	as set by ERCA	as set by ERCA
Plan of Subdivision PLUS EXTERNAL COSTS	\$5,900.00	\$5,900.00
PLUS ERCA	as set by ERCA	as set by ERCA
Recirculation of Application (after 3 months of inaction by applicant)	\$50.00	\$50.00
Plan of Subdivision (redline) PLUS EXTERNAL COSTS	\$1,000.00	\$1,000.00
PLUS ERCA	as set by ERCA	as set by ERCA
Site Plan Control		
Site Plan Agreement PLUS SECURITY DEPOSIT	\$1,950.00	\$1,900.00
PLUS ERCA	as set by ERCA	as set by ERCA
Site Plan Agreement Amendment PLUS SECURITY DEPOSIT	\$1,250.00	\$1,200.00
PLUS ERCA	as set by ERCA	as set by ERCA
Site Plan Agreement (Tower) PLUS EXTERNAL COSTS PLUS SECURITY DEPOSIT	\$800.00	\$750.00
PLUS ERCA	as set by ERCA	as set by ERCA
Zoning By-law		
Zoning By-law Amendments PLUS EXTERNAL COSTS	\$2,600.00	\$2,500.00
PLUS ERCA	as set by ERCA	as set by ERCA
Temporary Use	\$1,450.00	\$1,400.00
PLUS ERCA	as set by ERCA	as set by ERCA
Temporary Use Extension	\$850.00	\$800.00
PLUS ERCA	as set by ERCA	as set by ERCA
Removal of Holding (h)	\$750.00	\$700.00
PLUS ERCA	as set by ERCA	as set by ERCA
Surplus Dwelling	\$2,300.00	\$2,200.00
PLUS ERCA	as set by ERCA	as set by ERCA
Other Services		
Renewable Energy Review and Approval PLUS EXTERNAL COSTS	\$1,500.00	\$1,500.00
Sidewalk Patio		
Initial application	\$600.00	\$600.00
PLUS USE OF PARKING SPACE PLUS INDEMNITY DEPOSIT	\$100.00 per month/space	\$100.00 per month/space
Annual renewal	\$200.00	\$200.00
PLUS USE OF PARKING SPACE PLUS INDEMNITY DEPOSIT	\$100.00 per month/space	\$100.00 per month/space
Compliance Letter (Subdivision/Site Plan, Development Agreement)	\$100.00	\$100.00
Documents - Comprehensive Zoning By-law (hard copy)	\$100.00	\$100.00
Documents - Official Plan Amendment (hard copy)	\$100.00	\$100.00

TRANSIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Note: If an attendant is required, only half of the fee is payable by the attendant.		
Erie Shores Transit:		
• Kingsville, Leamington, Wheatley	\$5.00 one way	\$5.00 one way
• Essex, Harrow, Tilbury, Woodslee	\$10.00 one way	\$10.00 one way
• Amherstburg, Belle River, LaSalle, St. Clair Beach, Tecumseh, Windsor	\$10.00 one way	\$10.00 one way

WATER SEWER SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Hydrant Hook Up	\$80.00 + water consumption at current rate	\$80.00 + water consumption at current rate
Water Meter (5/8" x 3/4" residential meter and MXU radio)	\$375.00	\$335.00
Turn On or Turn Off	\$50.00	\$40.00
Turn On or Turn Off (after Town business hours)	\$200.00	\$200.00
Frozen Meter Replacement	\$200.00	\$200.00
Frozen Meter Replacement (after Town business hours)	\$400.00	\$400.00
Frost Plate Repair	\$60.00	\$60.00
Frost Plate Repair (after Town business hours)	\$260.00	\$260.00
New Water Service Connection (3/4")	\$5,100.00	\$5,100.00
New Water Service Connection (1")	\$7,800.00	\$7,800.00
New Water Service Connection (2" or larger)	Cost	Cost
Raising/Lowering Curb Box/Meter Pit (result of owner grade change)	Cost	Cost
Lowering of Clean Out (result of owner grade change)	\$85.00	\$85.00
Replace Clean Out Cap	\$115.00	\$85.00
Minicam Investigation	\$75.00 first hour + \$50.00 each subsequent hour	\$75.00 first hour + \$50.00 each subsequent hour
Steaming Frozen Private Water Services	\$100.00 first hour + \$75.00 each subsequent hour	\$100.00 first hour + \$75.00 each subsequent hour
Steaming Frozen Private Water Services (after Town business hours)	\$500.00 first hour + \$175.00 each subsequent hour	\$500.00 first hour + \$175.00 each subsequent hour
Service Vehicle	\$40.00 per hour	\$24.00 per hour
Watermain and Appurtenance Application Review and Approval	\$1,200.00	\$1,200.00

Note: For the purposes of this Schedule:

1. Except where otherwise noted, fees are exclusive of HST;
2. "Cost" shall mean an amount equal to the cost to the Town of labour, vehicle(s), materials, supplies or services used or purchased for the purpose of the service or activity;
3. "Instructional" refers to a program or service that is delivered by a 3rd party, but is available to the general public
4. "Prime" shall mean all day Saturday and Sunday, and 5 pm-close Monday to Friday
5. "Senior" shall mean a person 65 years of age or older; and
6. "Holidays" include the following days:

New Year's Day	Labour Day
Family Day	Thanksgiving Day
Good Friday	Remembrance Day
Easter Monday	December 24
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	December 31

SCHEDULE B
INDEMNITY DEPOSITS AND PENALTIES

PARKS AND RECREATION SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
RENTALS		
Grovedale Arts & Culture Centre	\$500.00	\$500.00
Lakeside Park Pavilion	\$500.00	\$500.00
Kingsville Recreational Complex - Auditorium A	\$100.00	\$100.00
Kingsville Recreational Complex - Auditorium B, C, or D	\$100.00	\$100.00
Ridgeview Park	\$100.00	\$100.00
Unico Community Centre	\$100.00	\$100.00
Any hall rental with alcohol	\$500.00	\$500.00

MUNICIPAL SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Indemnity Deposit with Building Permit*	\$2,000.00	\$2,000.00
Standard Penalties for Damage to Municipal Services:		
• Curb box replacement/repair	\$285.00	\$175.00
• Meter pit bonnet replacement	\$200.00	\$275.00
• Full meter pit replacement	\$1,200.00	\$1,000.00
• Install cleanout cap	\$115.00	\$85.00
• Curb repair (patching only)	\$100.00 per hour	\$100.00 per hour
• Sidewalk replacement	\$120.00 per sq. metre	\$100.00 per sq. metre
• Curb replacement	\$175.00 per metre	\$150.00 per metre
• Asphalt replacement	Cost	Cost
• All other repairs	Cost	Cost
• Re-inspection fee (after failing initial inspection)	\$95.00	\$75.00
Encroachment/Entrance Permit	\$500.00	\$500.00
Road Crossing Agreement	10% of value of the works (\$500.00 minimum)	10% of value of the works (\$500.00 minimum)
Road Use Agreement	100% of value of the works	100% of value of the works

*Indemnity deposit not applicable to building permits issued for the following: pools, sheds or building structures under 225 square feet, signs, decks, septic systems, solar panels and minor interior renovations.

SCHEDULE C
SECURITY DEPOSITS

ADMINISTRATIVE SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Election Signs		
Municipal/School Board Candidates	\$140.00	\$140.00
Provincial or Federal Candidates	\$300.00	\$300.00
Utility Account Set Up (Tenant Accounts):		
Residential (no sewage)	N/A	\$100.00
Residential (with sewage)	N/A	\$200.00
Business (no sewage)	\$150.00	\$150.00
Business (with sewage)	\$250.00	\$250.00

PLANNING SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Development Agreements:		
Performance	50% value of the works	50% value of the works
Maintenance	25% value of the works	25% value of the works
Delayed Performance	100% value of the approved delayed works	100% value of the approved delayed works
o Plus Maintenance		
Sidewalk Patio	\$500.00	\$500.00
Site Plan Agreements:		
Minimal (obligation value less than \$10,000.00)	\$1,000.00	\$1,000.00
Minor (new entrance, minor on-site construction, minor service connections)	\$5,000.00	\$5,000.00
Major (new entrance, major internal services and connections, landscaping, additional studies, hard surfacing, lighting)	\$10,000.00 minimum	\$10,000.00 minimum
Greenhouse Minor Addition (no new entrances, storm water facilities)	\$5,000.00	\$5,000.00
Greenhouse New or Major Addition (entrances, storm water facilities, buffering, internal facilities, parking areas, fire safety, outdoor large central storage locations installation of rate of flow control device)	\$30,000.00 minimum	\$30,000.00 minimum

SCHEDULE D
REDUCED OR NO FEE

PARKS AND RECREATION SERVICES		
FACILITY RENTALS – REDUCED FEE		
FACILITY RENTALS COLUMN I	ORGANIZATIONS COLUMN II	EFFECTIVE March 1, 2022
Lakeside Park Pavilion -anytime with or without alcohol PLUS INDEMNITY DEPOSIT (with alcohol only)	<ul style="list-style-type: none"> • Delta Waterfowl • Lion’s Club (including auxiliaries) • Neighbourhood Charitable Alliance • Royal Canadian Legion (including auxiliaries) 	\$300.00 per day
Kingsville Recreational Complex Ice Time Minor Sports – non-prime (weekdays before 5:00 pm)	<ul style="list-style-type: none"> • Elementary or Secondary Schools recognized by the Ministry of Education 	50% of standard rate
Unico Community Centre	<ul style="list-style-type: none"> • Kingsville Friendly Club • Odd Fellows 	\$100.00 per month
Unico Community Centre	<ul style="list-style-type: none"> • Lily Rebekah 	\$50.00 per month

FACILITY RENTALS – NO FEE		
FACILITY RENTALS COLUMN I	ORGANIZATION/PERSON COLUMN II	EFFECTIVE March 1, 2022
Lakeside Park Pavilion* -with or without alcohol (refer to section 11 of By-law for restrictions) -PLUS INDEMNITY DEPOSIT (with alcohol only) Kingsville Recreational Complex Auditorium <ul style="list-style-type: none"> • Anytime with or without alcohol • PLUS INDEMNITY DEPOSIT (with alcohol only) Auditorium B, C or D <ul style="list-style-type: none"> • Anytime with or without alcohol • PLUS INDEMNITY DEPOSIT (with alcohol only) Ridgeview Park Hall and pavilion with or without alcohol <ul style="list-style-type: none"> • PLUS INDEMNITY DEPOSIT (with alcohol only) Hall with or without alcohol <ul style="list-style-type: none"> • PLUS INDEMNITY DEPOSIT (with alcohol only) Unico Community Centre Anytime with or without alcohol <ul style="list-style-type: none"> • PLUS INDEMNITY DEPOSIT (with alcohol only) 	<ul style="list-style-type: none"> • Business Improvement Area Board of Management • Canadian Blood Services • Cottam Cubs & Scouts • Cottam Rotary Club • Discovery School-Based Childcare Program • Gosfield North Sportsmen • Horticultural Society • Kingsville Cubs & Scouts • Kingsville Firefighters Association • Kingsville Essex Associated Band • Knights of Columbus (including auxiliaries) • Optimist Club (including auxiliaries) • Organizations under contract for use of Sports Fields or Ice Time 	No Fee
Marina Seasonal Ramp Pass	<ul style="list-style-type: none"> • Baldwin, Neil • Balkwill, Gary • Branch, Jim • Clemente, Manual • Hodgkins, Leslie • Lacey, Eugene • Mallott, Jim • Miinch, Craig • Pretli, Andy • Woodall, N. 	No Fee

*See sections 11-12 for conditions.

SCHEDULE “A”

BUILDING SERVICES

***This Schedule was previously attached to By-law 16-2021.**

CONSTRUCTION PERMIT NOTES

Permits reviewed and/or issued and not paid for or picked up will be charged a fee of \$300.00 for Part 9 residential properties and \$750.00 for Part 3 commercial, industrial and agricultural properties.

Municipal Services requires a \$2,000.00 Indemnity Deposit upon the issuance of all Building Permits in accordance with the Fees and Charges By-law (3-2022), save and except for permits issued for: pools, sheds or building structures under 225 square feet, signs, decks, septic systems, solar panels and minor interior renovations.

CONSTRUCTION PERMIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Residential		
• New construction	\$1.20 per square foot	\$1.15 per square foot
• Renovations	\$13.00 per \$1,000.00 of value of construction	\$13.00 per \$1,000.00 of value of construction
• Accessory buildings	\$0.55 per square foot	\$0.55 per square foot
• Finished and unfinished basements	\$0.55 per square foot	\$0.55 per square foot
• Minimum fee	\$250.00	\$200.00
Swimming pools		
• In ground and above ground	\$250.00	\$200.00
Part 3-Assembly/Residential/Commercial/Institutional & Industrial/Part 9-other than Residential		
• Value of construction up to \$2,000,000.00	\$13.00 per \$1,000.00 of value of construction	\$13.00 per \$1,000.00 of value of construction
○ PLUS –value of construction thereafter	\$1.50 per \$1,000.00 of value of construction	\$1.25 per \$1,000.00 of value of construction
• Minimum fee	\$500.00	\$500.00
Greenhouse	\$.05 per square foot	\$.05 per square foot

CONSTRUCTION PERMIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
• Minimum fee	\$500.00	\$500.00
Other Farm Structures	\$0.50 per square foot	\$0.50 per square foot
• Minimum fee	\$200.00	\$200.00
Water Storage Tanks	\$500.00	\$500.00
Temporary Structures	\$200.00	\$200.00
Wind Turbine With an Output of 1.5 Megawatts or More	\$10,000.00	\$10,000.00
Construction Commenced Prior to Permit Being Issued	Fee x 2	Fee x 2
Other Permits (not specifically listed)	\$13.00 per \$1,000.00 of value of construction	\$13.00 per \$1,000.00 of value of construction
• Minimum fee	\$200.00	\$200.00
Moving	\$300.00	\$300.00
Signs	\$200.00	\$200.00

DEMOLITION PERMIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Demolition	\$0.50 per square foot	\$0.30 per square foot
• Minimum fee (residential accessory buildings)	\$250.00	\$200.00
• Minimum fee (all other buildings)	\$250.00	\$200.00

CHANGE OF USE PERMIT WHERE NO PROPOSED CONSTRUCTION	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Change of Use	\$250.00	\$200.00

SEWAGE SYSTEM PERMIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
On Site Sewage		
• Systems	\$750.00	\$750.00
• Repair	\$300.00	\$300.00

TRANSFER PERMIT	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Transfer	\$250.00	\$200.00

OTHER SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Inspection re: AGCO Liquor License Application	\$250.00	\$200.00
Conditional Permit Agreement (Per By-16-2021)	\$250.00	\$250.00
• Registration of Agreement on title	Cost	Cost

OTHER SERVICES	EFFECTIVE MARCH 1, 2022	EFFECTIVE APRIL 1, 2021
Change of Use Field Review	\$250.00	\$200.00
Defer/Revocation Letter	\$250.00	\$200.00
Post Review Amendment		
• Part 9/Residential	\$275.00	\$275.00
• Part 3/Commercial, Industrial, Greenhouse	\$750.00	\$750.00
Re-inspection (inspection booked, but work not ready or completed; or no one on site)	\$75.00	\$75.00
Sewer/Water Connection (additional costs apply to complete service):		
• Residential	\$250.00	\$200.00
• Commercial/Industrial/Greenhouse	\$350.00	\$350.00