

THE CORPORATION OF THE TOWN OF KINGSVILLE

DRAFT - BY-LAW 6-2023

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:

“Damage 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 Facility Rentals

3. All facility rental fees are due at time of booking. Fees are refundable if cancelled more than 60 days in advance of the scheduled event. For clarity, the Town will honour the rental rates in effect when payment is received.
4. ~~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.~~
5. ~~The rental deposit shall be forfeited in the event that the rental is cancelled within thirty (60) (30) days of the scheduled event date.~~

Damage Deposits

6. Damage 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”.
7. Following the use of the property or infrastructure or the completion of the construction or demolition in respect of which an Damage Deposit has been paid and, upon request of the person who paid the Damage Deposit to the Town, the Damage 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

8. 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”.
9. 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

10. Where an Damage 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 Damage 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

11. Non-profit and Charitable organizations or groups are eligible for the “Non-profit / Charity” rates identified in Schedule A, where applicable.

Non-Profit / Charity rates will apply to;

- i. Registered Charities in good standing with CRA.
- ii. An organization or group operating for the purpose of poverty relief, social welfare, civic improvements, or to provide recreational or cultural opportunities to the general public.

The application of such rates is subject to managerial approval.

12. 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.
13. 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.
14. 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.
15. **Sections 12, 13 and 14 of this by-law shall be effective until December 31, 2023. On January 1, 2024, Schedule “D” will no longer form part of this by-law and any entitlement to reduced or waived fees shall be eliminated with those groups, organizations, entities or individuals, such that on and after January 1, 2024, they will be required to pay fees accordingly.**
16. 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

17. 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

18. By-law 3-2022 is hereby repealed effective March 1, 2023.
19. This by-law shall come into force on March 1, 2023.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13th DAY OF FEBRUARY, 2023.

MAYOR, Dennis Rogers

CLERK, Paula Parker