

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO 2019-02**

**BEING A CONSOLIDATED BY-LAW TO PROVIDE FOR
FEES AND CHARGES FOR THE TOWNSHIP OF WILMOT**

WHEREAS section 391(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality 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 use of its property including property under its control;

AND WHEREAS section 391(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that a fee or charge imposed for capital costs related to services or activities may be imposed on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some later point in time;

AND WHEREAS section 391(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that the costs included in a fee or charge may include costs incurred by the municipality or local board related to administration, enforcement and the establishment, acquisition and replacement of capital assets;

AND WHEREAS section 391(4) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that a fee or charge may be imposed whether or not it is mandatory for the municipality or local board imposing the fee or charge to provide or do the service or activity, pay the costs or allow the use of its property;

AND WHEREAS section 391(5) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that, in the event of a conflict between a fee or charge by-law and the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, or any other act or regulation made under any other act, the by-law prevails;

AND WHEREAS section 69(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, states that the council of a municipality, by by-law, and a planning board, by resolution, may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality in respect of the processing of each type of application provided for in the tariff;

AND WHEREAS section 69(2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, states that, despite a tariff of fees established under subsection (1), the council of a municipality, a planning board, a committee of adjustment or a land division committee in processing an application may reduce the amount of or waive the requirement for the payment of a fee in respect of the application where the council, planning board or committee is satisfied that it would be unreasonable to require payment in accordance with the tariff;

AND WHEREAS section 69(3) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, states that any person who is required to pay a fee under subsection (1) for the processing of an application in respect of a planning matter may pay the amount of the fee under protest and thereafter appeal to the Ontario Municipal Board against the levying of the fee or the amount of the fee by giving written notice of appeal to the Ontario Municipal Board within thirty days of payment of the fee;

NOW THEREFORE, the Council of The Corporation of the Township of Wilmot enacts as follows:

Definitions

- “Council” means the Municipal Council of the Corporation of the Township of Wilmot.
- “Municipal Act” mean the *Municipal Act, 2001*, S.O. 2001, chapter 25, as amended.
- “Person” means an individual, unincorporated association, sole proprietorship, partnership, corporation, or municipality.
- “Property” means land, buildings, equipment and structures.
- “Township” means the Corporation of the Township of Wilmot.

Citation

- This by-law shall be known as the “Fees and Charges By-Law” or “Fee Schedule” of the Township.
- Should any by-law refer to the Township’s “Fees and Charges By-Law” or “Fee Schedule(s)”, it shall be interpreted to mean this by-law.

Fees and Charges

- The Township hereby imposes the fees and charges outlined in the attached Schedules to this by-law pursuant to the provisions of the *Municipal Act*.
 - The fees and charges imposed on a person by the Township, as outlined in the Schedules to this by-law, constitute a debt of the person to the Township.
 - The Treasurer of the Township may add fees and charges imposed by the Township, as outlined in the Schedules to this by-law, to a property’s tax roll and collect them in the same manner as municipal taxes:
 - In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied; and,
 - In all other cases, any property for which all of the owners are responsible for paying the fees and charges.
- All fees and charges in this by-law representing use of property, staffing and programming are subject to a cost of living adjustment on an annual basis consistent with Township policies.

Severability

- If a Court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.

Repeal & Amendment

- By-Law 2012-04 is hereby repealed.
- Should this by-law conflict with any other by-law or resolution of Council, or any staff report approved by Council, in relation to fees and charges imposed under the *Municipal Act*, *Planning Act*, or any other act, this by-law shall take precedence, unless specifically stated to the contrary.

Coming to Force

- This by-law shall come into force on the date of its passage by Council.

READ a first and second time in Open Council this 14th day of January, 2019.

READ a third time and finally passed in Open Council this 14th day of January, 2019.

Mayor

Clerk

Schedule A of Fees and Charges
Administration Fees and Charges

	2019 Rate	Criteria	Effective Date
Council/Clerks & Information Services			
Municipal Drainage Certificate	\$ 125.00	per property	01/01/2019
Book - More Than a Century - plus HST	\$ 9.52	per book	01/01/2019
Book - Photographic Memories - plus HST	\$ 19.05	per book	01/01/2019
Lottery Licence	3.00%	of prize value	01/01/2019
<i>Solemnization Services</i>			
Marriage Licence	\$ 125.00	per licence	01/01/2019
Civil Service (<i>During Business Hours</i>) - plus HST	\$ 250.00	per service	01/01/2019
Civil Service (<i>After Hours</i>) - plus HST	\$ 375.00	per service	01/01/2019
Civil Service on Castle Kilbride Grounds (<i>During and After Hours</i>) - plus HST	\$ 500.00	per service	01/01/2019
Marriage Witnesses - plus HST	\$ 25.00	per witness	01/01/2019
Council Chambers Rental (<i>After Hours</i>) - plus HST	\$ 110.00	max 2 hrs	01/01/2019
<i>Photocopies</i>			
First 3 Pages - plus HST	\$ 2.00	first 3 pages	01/01/2019
Additional Pages - plus HST	\$ 0.25	per page	01/01/2019
Commissioning/Certification of Documents	\$ 20.00	up to 3 docs.	01/01/2019
Travel Letters	\$ 30.00	per letter	01/01/2019
Encroachment Application Fee	\$ 125.00	per application	01/01/2019
Death Registrations	\$ 25.00	per death	01/01/2019
Archives			
<i>Research Requests</i>			
First 15 Minutes	No Cost		01/01/2019
Time Required over 15 Minutes - plus HST	\$ 25.00	per hour	01/01/2019
Microfilm Print Out - plus HST	\$ 0.50	per copy	01/01/2019

Schedule A of Fees and Charges
Administration Fees and Charges

	2019 Rate	Criteria	Effective Date
Financial Administration			
Water and Wastewater Penalty Charge	7.50%	upon default	01/01/2019
Tax Arrears Penalty/Interest Charge	1.25%	per month	01/01/2019
All other interest and penalty	1.25%	per month	01/01/2019
<i>Tax Certificates</i>			
Issued by Mail	\$ 60.00	per certificate	01/01/2019
Issued by Fax/Email & Mail (<i>rush</i>)	\$ 75.00	per certificate	01/01/2019
Duplicate Copy of Tax or Water Bill	\$ 5.00	per bill	01/01/2019
Statement of Tax or Water Account (<i>per calendar year of account activity</i>)	\$ 5.00	each	01/01/2019
Returned Items Charge	\$ 30.00	per item	01/01/2019
Account Balance Transfer Fee	\$ 30.00	per transfer	01/01/2019
Cheque Re-Issuance Fee	\$ 20.00	per cheque	01/01/2019
Refund Administration Fee (<i>applied to refund requests</i>)			
For Refunds of Less than \$150.00	20.00%	of refund	01/01/2019
For Refunds of \$150.00 and over	\$ 30.00	per refund	01/01/2019
Tender/Proposal/Quotation Documents Fee	Up to \$200.00	per package	01/01/2019
Third Party Collections Charge	25.00%	of balance owing	01/01/2019
Tax Sale Administration Fee	\$ 150.00	per month	01/01/2019
Cost Recovery Administration Fee	10.00%	per invoice	01/01/2019

Schedule B of Fees and Charges By-Law
Protection Services Fees and Charges

	2019 Rate	Criteria	Effective Date
Dog Licences (Dog Tags)			
Up to and including March 31	\$ 20.00	per dog	01/01/2019
After March 31	\$ 30.00	per dog	01/01/2019
Within 10 days of moving to Wilmot/acquiring a dog	\$ 20.00	per dog	01/01/2019
After 10 days of moving to Wilmot/acquiring a dog	\$ 30.00	per dog	01/01/2019
Designated Dog Licence	\$ 40.00	per dog	01/01/2019
Designated Dog Licence after March 31	\$ 60.00	per dog	01/01/2019
Replacement tag	\$ 5.00	per tag	01/01/2019
Kennels			
New Kennel Application	\$ 500.00	per application	01/01/2019
Annual Licence			
4 to 5 dog per kennel	\$ 100.00	per 4-5 dog kennel	01/01/2019
6 or more dog per kennel	\$ 20.00	per dog	01/01/2019
Conditional Licence	\$ 100.00	per licence	01/01/2019
Application to expand beyond 50 dog maximum cap	\$ 300.00	per application	01/01/2019
Application to change existing licence <i>(to increase # of dogs under licence or change physical location of kennel)</i>	\$ 300.00	per application	01/01/2019
Other			
Application for Exemption to Exotic Pet By-Law	\$ 300.00	per application	01/01/2019
Trapping Cages			
Rental Fee	\$ 10.00	per cage	01/01/2019
Refundable Deposit	\$ 50.00	per cage	01/01/2019
Dangerous/Restricted Dog Warning Sign	\$ 15.00	per sign	01/01/2019
Property Standards			
Grass Cutting - plus HST	\$ 150.00	per hour	01/01/2019
Snow Removal - plus HST	\$ 150.00	per hour	01/01/2019
Property Standards Administration Fee - plus HST	10.00%	of By-Law Order	01/01/2019

Schedule B of Fees and Charges By-Law
Protection Services Fees and Charges

	2019 Rate	Criteria	Effective Date
Fire Services			
Emergency Call Outs:			
Fire Suppression, Technical Rescues, Motor Vehicle Incidents, HAZMAT, all other emergency incidents <i>(per apparatus)</i>	Current MTO Published Rate	per hour	01/01/2019
Labour (per firefighter)	\$ 32.00	per hour	01/01/2019
False Alarms <i>(after two false alarms in a calendar year - per apparatus)</i>	Current MTO Published Rate plus firefighter costs	per hour	01/01/2019
Motor Vehicle Accidents and Motor Vehicle Casualties:			
Apparatus Rate <i>(hourly)</i>	Current MTO Published Rate plus materials	per vehicle	01/01/2019
Calls to Open Fires with and without Permits			
Apparatus Rate	Current MTO Published Rate	per hour	01/01/2019
Burn Permits			
Open Burn Permit - plus HST	\$ 39.82	per month	01/01/2019
Contained Site Burn Permit - plus HST <i>(One Time Fee)</i>	\$ 39.82	each	01/01/2019
Inspections			
Inspection <i>(includes report)</i>	\$ 150.00	per copy	01/01/2019
Copy of Inspection Report	\$ 100.00	per copy	01/01/2019
Inspections Requiring Outside Agencies	\$150.00 plus actual costs	per hour	01/01/2019
Requested Home Fire Inspections <i>(including but not limited to Social Services, Home Daycares, Assisted Living, Ontario Works)</i>	\$ 150.00	per report	01/01/2019
Mobile Food Service Equipment (MFSE)	\$ 150.00	per report	01/01/2019
Licensed Day Care Inspections	\$ 150.00	per report	01/01/2019
Licensed Group Home Inspections	\$ 150.00	per report	01/01/2019
Licensing LLBO Premises -Indoor and Outdoor Locations	\$ 150.00	per report	01/01/2019
Propane Facility RSMP – Level 1	\$ 150.00	per report	01/01/2019
Propane Facility RSMP – Level 2	\$ 225.00	per report	01/01/2019
Commercial Cooking Systems (NFPA 96 Annual)	\$ 150.00	per report	01/01/2019
Re-Inspection Fee <i>(3rd visit for non-compliance)</i>	\$ 100.00	each	01/01/2019
Other			
Fire Report – Written Confirmation, Outstanding Orders/File Search/Incident Report	\$ 150.00	per report	01/01/2019
Extraordinary Expenses	Actual Cost		01/01/2019
Key Box - plus HST	\$ 175.00	each	01/01/2019
Smoke Alarm or CO Alarm - plus HST	\$ 30.97	each	01/01/2019

Schedule C to Fees and Charges By-Law
Public Works Fees and Charges

	2019 Rate	Criteria	Effective Date
Engineering Services			
Request for Service Report Information	\$ 250.00	per report	01/01/2019
Request for Drawing Prints - plus HST	\$ 7.50	per D size sheet	01/01/2019
Municipal Drainage Works Administration Fee	10.00%	of direct costs	01/01/2019
Tile Drain Inspection	Actual Costs	per inspection	01/01/2019
Site Plan Application - Servicing Drawing Review	\$ 550.00	per submission	01/01/2019
Site Plan Amendment - Servicing Drawing Review	\$ 250.00	per submission	01/01/2019
Site Plan Application/Amendment - SWM Design Review	\$ 1,500.00	per submission	01/01/2019
Subdivision/Condominium Application - Draft Plan	\$ 1,500.00	per submission	01/01/2019
Servicing Connection Fee	\$ 1,750.00	per submission	01/01/2019
Reconstruction - Development Connection Fee	\$ 1,750.00	per submission	01/01/2019
Letter of Credit - Process	\$ 200.00	per lot	01/01/2019
Subdivision/Condominium Review Administration Fee	\$ 40.00	per lot / per submission	01/01/2019
Subdivision/Condominium Drawing and Construction Review Fee	3% of construction costs	per application	01/01/2019
Third Party or Peer Review	Actual Costs	per review	01/01/2019
Individual New or Altered Lot Grading and Drainage Review - Existing or New Lot	\$ 150.00	per request	01/01/2019
Individual New or Altered Services Review - Existing or New Lot	\$ 150.00	per request	01/01/2019
Entrance Application/Alteration - Residential/Farm	\$ 150.00	per submission	01/01/2019
Entrance Application/Alteration - Industrial/Commercial/Institutional	\$ 1,500.00	per submission	01/01/2019
Right of Way Permit - Occupancy/Encroachment	\$ 150.00	each	01/01/2019
Right of Way Permit - Surface Work	\$ 150.00	each	01/01/2019
Right of Way Permit - Underground Servicing Work	\$ 300.00	each	01/01/2019
Right of Way Permit - Demolition and Pool Permits	\$ 150.00	each	01/01/2019
Traffic Control Plan - Review	\$ 150.00	per submission	01/01/2019
Traffic Control Plan - Design	\$ 250.00	per submission	01/01/2019

Schedule C to Fees and Charges By-Law
Public Works Fees and Charges

	2019 Rate	Criteria	Effective Date
Transportation Services			
Gravel			
Pit Run - plus HST	\$ 6.00	per tonne	01/01/2019
5/8" Gravel - plus HST	\$ 8.00	per tonne	01/01/2019
Materials - plus HST	Actual Costs		01/01/2019
Labour			
Regular Working Hours - plus HST	\$ 35.00	per hour	01/01/2019
After Working Hours (<i>Monday - Saturday</i>) - plus HST	\$ 52.50	per hour	01/01/2019
After Working Hours (<i>Sunday, Holidays</i>) - plus HST	\$ 70.00	per hour	01/01/2019
Traffic Control Plan - plus HST	\$ 350.00	each	01/01/2019
Mobilization Fee - plus HST	\$ 500.00	per occurrence	01/01/2019
Accident Road Closure/Cleanup	Labour, Materials and Equipment	per occurrence	01/01/2019
Concrete Sidewalk/Curb & Gutter (Non-Priority under MMS)	Labour, Materials and Equipment	per occurrence	01/01/2019
Vehicle/Equipment Rates (Minimum 1 hour)			
Pickup - plus HST	\$ 35.00	per hour	01/01/2019
Single Axle - plus HST	\$ 70.00	per hour	01/01/2019
Tandem Axle - plus HST	\$ 95.00	per hour	01/01/2019
Graders - plus HST	\$ 100.00	per hour	01/01/2019
Small Tractor (<i>Loader</i>) - plus HST	\$ 50.00	per hour	01/01/2019
Tractor (<i>Loader</i>) - plus HST	\$ 70.00	per hour	01/01/2019
Steel Drum Roller - plus HST	\$ 30.00	per hour	01/01/2019
Vehicle/Equipment Attachment Rates (Minimum 1 hour)			
Snow Plow (<i>Single Axle Truck</i>) - plus HST	\$ 15.00	per hour	01/01/2019
Snow Plow (<i>Tandem Axle Truck</i>) - plus HST	\$ 15.00	per hour	01/01/2019
Sander (<i>Single Axle Truck</i>) - plus HST	\$ 15.00	per hour	01/01/2019
Sander (<i>Tandem Axle Truck</i>) - plus HST	\$ 15.00	per hour	01/01/2019
Rental of Chipper - plus HST	\$ 40.00	per hour	01/01/2019
Steam Jenny - plus HST	\$ 15.00	per hour	01/01/2019
Power Broom - plus HST	\$ 13.00	per hour	01/01/2019
Mower - plus HST	\$ 10.00	per hour	01/01/2019
Administration on Public Works Services - plus HST	10.00%	of service cost	01/01/2019
Water/Wastewater Services	See Water/Wastewater Fees & Charges By-Law		
NOTE: Transportation Services fees are applicable to Township related billable services and are not intended for private or commercial activities, sales or services			

Schedule D to Fees and Charges By-Law
Wilmot Recreation Complex Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Arena				
Ice Rentals				
Prime Time (5pm - 11pm Mon to Fri, all day Sat & Sun) - plus HST	\$ 203.35	\$ 211.78	per hour	09/01/2019
Minor Sports Prime Time - plus HST (35% Discount)	\$ 132.18	\$ 137.66	per hour	09/01/2019
Non-Prime Time (6am - 5pm Mon to Fri) - plus HST	\$ 119.97	\$ 127.07	per hour	09/01/2019
School Board Non-Prime Time - plus HST (40% Discount)	\$ 71.98	\$ 76.24	per hour	09/01/2019
Slice of Ice (Unorganized/Non-Instructional) - plus HST	\$ 5.09	\$ 5.19	per person	09/01/2019
Public Skating				
Individual - plus HST	\$ 2.88	\$ 3.25	per person	09/01/2019
Family - plus HST	\$ 9.69	\$ 10.61	per family	09/01/2019
Individual Pass (10 Tickets) - plus HST	\$ 25.88	\$ 29.25	per pass	09/01/2019
Shinny Hockey - plus HST	NEW	\$ 6.64	per person	09/01/2019
Skate Sharpening - plus HST	\$ 4.42	\$ 4.42	per pair	09/01/2019
Arena Floor Rental (WRC and New Hamburg Arena)				
Rental Rate - plus HST	\$ 61.83	\$ 63.99	per hour	09/01/2019
Community Groups Rate - plus HST (20% Discount)	\$ 49.47	\$ 51.19	per hour	09/01/2019
Saturday Full Day - plus HST	\$ 635.13	\$ 635.13	per day	09/01/2019
Aquatics Centre				
Pool Rentals				
Lap Pool Rental - plus HST	\$ 161.42	\$ 164.64	per hour	09/01/2019
Non-Prime Time (8am - 4pm Mon to Fri, Sept - June) - plus HST	NEW	\$ 107.02	per hour	09/01/2019
Per Lane - plus HST	\$ 20.18	\$ 20.58	per hour	09/01/2019
Leisure Pool Rental - plus HST	\$ 80.73	\$ 100.00	per hour	09/01/2019
Non-Prime Time (8am - 4pm Mon to Fri, Sept - June) - plus HST	NEW	\$ 53.52	per hour	09/01/2019
Lap Pool/Leisure Pool Combined - plus HST (10% Discount)	\$ 217.93	\$ 222.29	per hour	09/01/2019
Non-Prime Time (8am - 4pm Mon to Fri, Sept - June) - plus HST	NEW	\$ 144.49	per hour	09/01/2019
Minor Sports/Community Groups/School Rentals (35% Discount)				
Lap Pool Rental - plus HST	\$ 104.92	\$ 107.02	per hour	09/01/2019
Per Lane - plus HST	\$ 13.12	\$ 13.38	per hour	09/01/2019
Leisure Pool Rental - plus HST	\$ 52.47	\$ 53.52	per hour	09/01/2019
Lap Pool/Leisure Pool Combined - plus HST (10% Discount)	\$ 141.65	\$ 144.49	per hour	09/01/2019
Extra Lifeguard (required for more than 50 patrons) - plus HST	\$ 21.78	\$ 28.50	per hour	09/01/2019

Schedule D to Fees and Charges By-Law
Wilmot Recreation Complex Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Admissions				
Youth - plus HST	\$ 3.32	\$ 3.39	per person	09/01/2019
Adult - plus HST	\$ 4.87	\$ 4.97	per person	09/01/2019
Senior (age 55 and above) - plus HST	\$ 4.20	\$ 4.29	per person	09/01/2019
Family (2 adult & 2 children/1 adult & 3 children) - plus HST	\$ 13.72	\$ 13.99	per family	09/01/2019
Additional Child - plus HST	\$ 1.33	\$ 1.33	per child	09/01/2019
AM Family Swim - plus HST	\$ 1.99	\$ 1.99	per person	09/01/2019
Swim Passes/Tickets/Memberships				
Youth Pass (10 Tickets) - plus HST	\$ 29.91	\$ 30.48	per pass	09/01/2019
Youth Pass (50 Tickets) - plus HST	\$ 116.20	\$ 118.52	per pass	09/01/2019
Youth Pass (100 Tickets) - plus HST	\$ 199.20	\$ 203.18	per pass	09/01/2019
Adult Pass/Aquafit Pass (10 Tickets) - plus HST	\$ 43.85	\$ 44.71	per pass	09/01/2019
Adult Pass/Aquafit Pass (50 Tickets) - plus HST	\$ 170.44	\$ 173.86	per pass	09/01/2019
Adult Pass/Aquafit Pass (100 Tickets) - plus HST	\$ 292.21	\$ 298.04	per pass	09/01/2019
Senior Pass/Aquafit Pass (10 Tickets) - plus HST	\$ 37.83	\$ 38.59	per pass	09/01/2019
Senior Pass/Aquafit Pass (50 Tickets) - plus HST	\$ 147.17	\$ 150.08	per pass	09/01/2019
Senior Pass/Aquafit Pass (100 Tickets) - plus HST	\$ 252.21	\$ 257.28	per pass	09/01/2019
Aquafit Ticket - plus HST	\$ 6.64	\$ 6.77	per ticket	09/01/2019
Youth Membership (3 Month Membership) - plus HST	\$ 99.60	\$ 101.59	per membership	09/01/2019
Adult Membership (3 Month Membership) - plus HST	\$ 146.11	\$ 149.02	per membership	09/01/2019
Senior Membership (3 Month Membership) - plus HST	\$ 126.11	\$ 128.64	per membership	09/01/2019
Additional WRC Fees (if applicable)				
Contract Cancellation Fee	\$ 25.00	\$ 30.00	per item	01/01/2019

Schedule E to Fees and Charges By-Law
Community Centre Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Small Halls				
Haysville Community Centre (Capacity: 125)				
Mannheim Community Centre (Capacity: 125)				
Private Rentals - Hourly (3 hours or less, Sun - Thurs) - plus HST	\$ 26.42	\$ 26.94	per hour	09/01/2019
Private Rentals - Daily (more than 3 hours, Sun - Thurs) - plus HST	\$ 98.86	\$ 100.84	per day	09/01/2019
Non-Profit - Hourly (Sun - Thurs) - plus HST (50% Discount)	\$ 13.21	\$ 13.47	per hour	09/01/2019
Non-Profit - Daily (Sun - Thurs) - plus HST (50% Discount)	\$ 49.43	\$ 50.42	per day	09/01/2019
Community Groups (Sun - Thurs)	No Cost	No Cost		09/01/2019
All Users (Fri or Sat) - plus HST	\$ 148.32	\$ 158.72	per day	09/01/2019
SOCAN with dancing (Small Halls)	\$ 60.93	as legislated		N/A
SOCAN without dancing (Small Halls)	\$ 30.44	as legislated		N/A
Bartender (Mannheim CC Only) - plus HST	\$ 19.62	\$ 20.02	per hour	09/01/2019
Large Halls (WRC-CC, NDCC, NHCC, SACC)				
Private Rentals - Hourly (3 hours or less, Sun - Thurs) - plus HST	\$ 46.26	\$ 47.19	per hour	09/01/2019
Private Rentals - Daily (more than 3 hours, Sun - Thurs) - plus HST	\$ 197.73	\$ 201.69	per day	09/01/2019
Non-Profit - Hourly (Sun - Thurs) - plus HST (50% Discount)	\$ 23.13	\$ 23.59	per hour	09/01/2019
Non-Profit - Daily (Sun - Thurs) - plus HST (50% Discount)	\$ 98.87	\$ 100.84	per day	09/01/2019
Community Groups (Sun - Thurs)	No Cost	No Cost		09/01/2019
New Dundee Community Centre (Capacity: 220)				
All Users (Fri or Sat) - plus HST	\$ 334.75	\$ 345.15	per day	09/01/2019
Minor Sports Tournament (in conjunction with field rental) - plus HST	\$ 197.73	\$ 208.13	per day	09/01/2019
New Hamburg Community Centre (Capacity: 304)				
All Users (Fri or Sat) - plus HST	\$ 368.69	\$ 379.09	per day	09/01/2019
St. Agatha Community Centre (Capacity: 410)				
All Users (Fri or Sat) - plus HST	\$ 507.65	\$ 450.00	per day	09/01/2019
WRC Community Centre (Capacity: 180)				
All Users (Fri or Sat) - plus HST	\$ 304.88	\$ 310.97	per day	09/01/2019
Half Hall Rentals - plus HST	\$ 152.44	\$ 155.49	per day	09/01/2019
Lobby & Blueline Club - plus HST	\$ 117.09	\$ 119.44	per event	09/01/2019
Lobby & Kitchen (in conjunction with tournament) - plus HST	\$ 157.86	\$ 161.02	per event	09/01/2019
Other Large Hall Fees (if applicable)				
Deposit	\$ 200.00	\$ 200.00	per rental	09/01/2019
SOCAN with dancing (Large Halls)	\$ 60.21	as legislated		N/A
SOCAN without dancing (Large Halls)	\$ 30.08	as legislated		N/A
SOCAN with dancing (St. Agatha CC)	\$ 125.55	as legislated		N/A
SOCAN without dancing (St. Agatha CC)	\$ 62.78	as legislated		N/A
Setup or Decorating - plus HST	\$ 239.99	\$ 244.79	per rental	09/01/2019
Setup or Decorating - (WRC Half-Hall) plus HST	\$ 119.99	\$ 122.39	per rental	09/01/2019
New Years Eve Surcharge - plus HST	\$ 132.03	\$ 134.67	per rental	09/01/2019
Clean Up Fee - plus HST	\$ 132.03	\$ 134.67	per rental	09/01/2019
Bartender - plus HST	\$ 19.62	\$ 20.02	per hour	09/01/2019
Township Staff required after hours - plus HST	\$ 23.94	\$ 24.42	per hour	09/01/2019
Additional Community Centre Fees (if applicable)				
Contract Cancellation Fee	\$ 25.00	\$ 30.00	per item	01/01/2019

Schedule F to Fees and Charges By-Law
Meeting Room Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Small Meeting Rooms				
<i>New Hamburg Arena Meeting Room (Capacity: 12)</i>				
<i>Jutzi Room, New Dundee Community Centre (Capacity: 15)</i>				
<i>Swartzentruber Room, Administration Complex (Capacity: 15)</i>				
<i>Councillor's Gallery, Administration Complex (Capacity: 20)</i>				
<i>Seniors Room, St. Agatha Community Centre (Capacity: 25)</i>				
<i>WRC Activities Room (Capacity: 15)</i>				
<i>Wilmot Meeting Room (Capacity: 15)</i>				
<i>Multi-Purpose Room, New Hamburg Arena (Capacity: 25)</i>				
Private Rentals - Hourly (3 hours or less) - plus HST	\$ 12.82	\$ 13.08	per hour	09/01/2019
Private Rentals - Daily (more than 3 hours) - plus HST	\$ 45.32	\$ 46.22	per day	09/01/2019
Community Groups - Meetings Only	No Cost	No Cost		09/01/2019
Large Meeting Rooms				
<i>Ernie Ritz Room, 121 Huron Street (Capacity: 50)</i>				
<i>Wilmot Community Room, Administration Complex (Capacity: 50)</i>				
<i>WRC Program Room (Capacity: 50)</i>				
<i>Wayne Roth Room (Capacity: 50)</i>				
<i>Isaac Room, New Dundee Community Centre (Capacity: 60)</i>				
Private Rentals - Hourly (3 hours or less) - plus HST	\$ 26.41	\$ 26.94	per hour	09/01/2019
Private Rentals - Daily (more than 3 hours) - plus HST	\$ 98.86	\$ 100.84	per day	09/01/2019
Community Groups - Meetings Only	No Cost	No Cost		09/01/2019
Birthday Party (room rental, admission & food - 11 guests max) - plus HST	\$ 157.59	\$ 160.90	per rental	09/01/2019
WRC Dryland Training Room				
Room Rental - plus HST	\$ 39.28	\$ 26.94	per hour	09/01/2019
Equipment Use - plus HST	\$ 1.99	\$ 1.99	per user	09/01/2019
Additional Meeting Room Fees (if applicable)				
Contract Cancellation Fee	\$ 25.00	\$ 30.00	per item	01/01/2019

Schedule G to Fees and Charges By-Law
Parks Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Baseball Diamond Rentals				
"A1" Fields (New Dundee)				
Diamond Rental - plus HST	\$ 24.97	\$ 25.47	per hour	09/01/2019
Local Minor Sports Rental - plus HST (35% Discount)	\$ 16.23	\$ 16.56	per hour	09/01/2019
Lighting Charge (all groups) - plus HST	\$ 10.89	\$ 11.43	per hour	09/01/2019
Minor Sports Tournaments (plus lighting fee if applicable) - plus HST	\$ 132.25	\$ 142.65	diamond/day	09/01/2019
"A" Fields (Baden/New Hamburg/Petersburg/St. Agatha)				
Diamond Rental - plus HST	\$ 23.10	\$ 23.56	per hour	09/01/2019
Local Minor Sports Rental - plus HST (35% Discount)	\$ 15.01	\$ 15.31	per hour	09/01/2019
Lighting Charge (all groups) - plus HST	\$ 9.90	\$ 10.40	per hour	09/01/2019
Minor Sports Tournaments (plus lighting fee if applicable) - plus HST	\$ 132.25	\$ 142.65	diamond/day	09/01/2019
"B" Fields (Mannheim)				
Diamond Rental - plus HST	\$ 16.56	\$ 16.89	per hour	09/01/2019
Local Minor Sports Rental - plus HST (35% Discount)	\$ 10.76	\$ 10.98	per hour	09/01/2019
Minor Sports Tournaments (plus lighting fee if applicable) - plus HST	\$ 132.25	\$ 142.65	diamond/day	09/01/2019
"C" Fields (Scrub Diamonds)				
Diamond Rental - plus HST	\$ 9.79	\$ 9.98	per hour	09/01/2019
Local Minor Sports Rental - plus HST (35% Discount)	\$ 6.36	\$ 6.49	per hour	09/01/2019
Soccer Field Rentals				
Mini Fields - plus HST	\$ 19.14	\$ 19.52	per hour	09/01/2019
Mini Fields - Local Minor Sports - plus HST (35% Discount + Line Painting)	\$ 14.64	\$ 12.69	per hour	09/01/2019
Intermediate Fields - plus HST	\$ 25.35	\$ 25.86	per hour	09/01/2019
Intermediate Fields - Local Minor Sports - plus HST (35% Discount + Line Painting)	\$ 19.44	\$ 16.81	per hour	09/01/2019
Full Fields - plus HST	\$ 48.76	\$ 49.73	per hour	09/01/2019
Full Fields - Local Minor Sports - plus HST (35% Discount + Line Painting)	\$ 35.25	\$ 32.32	per hour	09/01/2019
Minor Sports Tournaments - plus HST	\$ 132.04	\$ 142.65	field/day	09/01/2019
Community Parks				
Parks Amenities				
Gazebo/Bandshell - plus HST	\$ 66.06	\$ 67.39	per day	09/01/2019
Small Shelter (Scott Park/Haysville/St. Agatha) - plus HST	\$ 66.06	\$ 67.39	per day	09/01/2019
Large Shelter (Norm Hill/Petersburg/New Dundee/Baden/Mannheim) - plus HST	\$ 92.48	\$ 92.48	per day	09/01/2019
Large Shelter & Diamond - plus HST	\$ 125.37	\$ 125.37	per day	09/01/2019
Small Shelter & Diamond - plus HST	\$ 98.95	\$ 98.95	per day	09/01/2019
Special Events (All Parks)				
Park Rental - plus HST	\$ 395.82	\$ 403.73	per day	09/01/2019
Refundable Damage Deposit	\$ 1,000.00	\$ 1,000.00		09/01/2019
New Hamburg Grandstand				
Grandstand Lower Level Rooms/Servery Areas (per room) - plus HST	\$ 29.70	\$ 29.70	per day	09/01/2019
Grandstand Municipal Concession Booth - plus HST	\$ 40.60	\$ 40.60	per day	09/01/2019
Wedding Ceremonies/Receptions - plus HST	\$ 197.74	\$ 201.89	per day	09/01/2019
Additional Parks Fees (if applicable)				
Contract Cancellation Fee	\$ 25.00	\$ 30.00	per item	01/01/2019

Schedule H of Fees and Charges By-Law
Community Programs Fees and Charges

	2018 Rate	2019 Rate	Criteria	Effective Date
Aquatics				
Learn-to-Swim Lessons				
Parent & Tot (Levels 1-3) (30 mins)	\$ 7.33	\$ 7.83	per lesson	09/01/2019
Preschool (Levels 1-5) (30 mins)	\$ 7.49	\$ 8.06	per lesson	09/01/2019
Youth (Levels 1-8) (45 mins)	\$ 7.58	\$ 8.20	per lesson	09/01/2019
Youth (Patrol Levels) (1 hour)	\$ 7.70	\$ 8.33	per lesson	09/01/2019
Adult/Teen - plus HST	\$ 7.58	\$ 8.20	per lesson	09/01/2019
Bronze Star	\$ 8.51	\$ 8.88	per lesson	09/01/2019
Private Lessons				
Ages 14 and Under	\$ 24.86	\$ 28.00	per half hour	09/01/2019
Ages 15 and Older - plus HST	\$ 24.87	\$ 28.00	per half hour	09/01/2019
Semi-private Lessons				
Ages 14 and Under	\$ 19.12	\$ 21.00	per half hour	09/01/2019
Ages 15 and Older - plus HST	\$ 19.12	\$ 21.00	per half hour	09/01/2019
Drop-In	\$ 7.11	\$ 7.26	per lesson	09/01/2019
Leadership Lessons				
Bronze Medallion & EFA - plus HST	\$ 4.41	\$ 4.50	per hour	09/01/2019
Bronze Cross - plus HST	\$ 4.41	\$ 4.50	per hour	09/01/2019
Standard First and, CPR C - plus HST	\$ 5.71	\$ 5.83	per hour	09/01/2019
Standard First Recertification - plus HST	\$ 6.41	\$ 6.53	per hour	09/01/2019
LSS Swim Instructor - plus HST	\$ 5.36	\$ 5.46	per hour	09/01/2019
LSS Lifesaving Instructor - plus HST	\$ 5.36	\$ 5.46	per hour	09/01/2019
Examiners - plus HST	\$ 30.98	\$ 31.60	per hour	09/01/2019
NLS - plus HST	\$ 3.85	\$ 3.93	per hour	09/01/2019
NLS Recert - plus HST	\$ 9.42	\$ 9.61	per hour	09/01/2019
Shuffleboard Membership - plus HST	\$ 11.79	\$ 12.03	per year	09/01/2019
Non Resident Surcharge	25.00%	25.00%	of program cost	01/01/2019

NOTE: Individual recreation and fitness program fees are variable and are determined based on instructor costs, course hours, material/equipments costs and the associated facility rental fees at the time of the program offering.

Schedule I to Fees and Charges By-Law
Castle Kilbride Fees and Charges

	2019 Rate	Criteria	Effective Date
Admissions			
Regular Admissions			
Adults - plus HST	\$ 6.19	per visitor	01/01/2019
Seniors (65 and older)/Students (must provide ID) - plus HST	\$ 5.31	per visitor	01/01/2019
Children (between 5 and 12) - plus HST	\$ 4.42	per visitor	01/01/2019
Preschool (4 and younger)	No Cost	per visitor	01/01/2019
Family (2 adults, 3 children) - plus HST	\$ 17.70	per family	01/01/2019
Group Admissions (must be pre-booked with a minimum of 10 admissions)			
Bus/Group Tours (Daytime) - plus HST	\$ 5.31	per visitor	01/01/2019
Bus/Group Tours (After Hours) - plus HST	\$ 11.50	per visitor	01/01/2019
Bus Driver/Limited Escorts of Tours	No Cost	per visitor	01/01/2019
Curriculum School Tours	\$ 4.42	per visitor	01/01/2019
Special Events - plus HST	\$ 4.42 - \$ 40.00	per visitor	01/01/2019
Castle Kilbride Day Camp	\$ 43.00	per child/day	01/01/2019
Workshops			
Adults - plus HST	\$ 20.35	each	01/01/2019
Children (between 5 and 12)	\$ 15.00	each	01/01/2019
Education Kits (2 Week Rental)	\$ 26.55	each	01/01/2019
Memberships			
Single - plus HST	\$ 19.91	each	01/01/2019
Family - plus HST	\$ 35.40	each	01/01/2019
Weddings			
Rental of Outside Grounds for Photographs - plus HST	\$ 70.80		01/01/2019
Rental of Outside Grounds for Wedding Service - plus HST	\$ 300.88		01/01/2019
Other			
Filming on Castle Grounds - Plus HST	\$1,000.00 - \$3,000.00	per day	01/01/2019

Schedule J of Fees and Charges By-Law
Development Services Fees and Charges

	2019 Rate	Criteria	Effective Date
Letter of Compliance			
2 week response	\$ 100.00	per letter	01/01/2019
24 hour response	\$ 150.00	per letter	01/01/2019
Official Plan			
Copy of Official Plan - plus HST	\$ 47.62	per copy	01/01/2019
Official Plan Amendment	\$ 5,000.00	per amendment	01/01/2019
Zoning By-Law Amendments			
Zoning By-Law Amendment	\$ 4,000.00	per amendment	01/01/2019
Temporary Use By-Law Application	\$ 1,500.00	per application	01/01/2019
Amendment to Extend Temporary Use	\$ 1,500.00	per amendment	01/01/2019
Amendment to Remove Holding Zone	\$ 1,500.00	per amendment	01/01/2019
Amendment to Zone to Z14 or add use to Z14	\$ 15,000.00	per amendment	01/01/2019
Committee of Adjustment			
Minor Variance Application	\$ 750.00	per application	01/01/2019
Minor Variance Application <i>(multiple items)</i>	\$ 1,000.00	per application	01/01/2019
Consent Application			
Right of Way & Easement	\$ 1,000.00	per application	01/01/2019
New Lot & Addition	\$ 1,500.00	per application	01/01/2019
Plans			
Site Plan Application	\$ 4,000.00	per application	01/01/2019
Revision of Site Plan	\$ 1,000.00	per revision	01/01/2019
Draft Plan of Subdivision or Condominium Application	\$ 10,000.00	per application	01/01/2019
Changes to Conditions of Draft Plan	\$ 500.00		01/01/2019
By-Law to deem a plan or part of a plan to be a registered plan	\$ 500.00		01/01/2019

Schedule J of Fees and Charges By-Law
Development Services Fees and Charges

	2019 Rate	Criteria	Effective Date
Agreements			
Change to Conditions of an Agreement	\$ 500.00	+ incurred costs	01/01/2019
Release of Agreement	\$ 500.00	+ incurred costs	01/01/2019
Address Sign Fees			
Sign - plus HST	\$ 19.75	each	01/01/2019
Post - plus HST	\$ 18.00	each	01/01/2019
Hooks - plus HST	\$ 2.00	set of 2	01/01/2019
Installation - plus HST	\$ 10.00	each	01/01/2019
Other Fees			
Home/Farm Occupancy Certificate	\$ 75.00	per certificate	01/01/2019
Part Lot Control Exemption			
Part Lot Control Exemption By-Law	\$ 1,500.00	per By-Law	01/01/2019
Additional Lots Under Original By-Law	\$ 500.00	per lot	01/01/2019
Variance to Sign By-Law	\$ 500.00		01/01/2019
Township of Wilmot Street Maps - plus HST	\$ 8.85	per copy	01/01/2019
Building Fees and Charges	See Building Fees & Charges By-Law		

Schedule K of Fees and Charges By-Law
Riverside Cemetery Fees and Charges

	2019 Rate	Criteria	Effective Date
Cemetery Plots			
Adult Lot <i>(inc. Care & Maintenance - 40%) - plus HST</i>	\$ 1,714.42	per plot	01/01/2019
Children & Infant Lot			
In Children's Section <i>(inc. Care & Maintenance - 40%) - plus HST</i>	\$ 822.53	per plot	01/01/2019
In Adult Section <i>(inc. Care & Maintenance - 40%) - plus HST</i>	\$ 1,714.42	per plot	01/01/2019
Cremation Lot <i>(inc. Care & Maintenance - 40%) - plus HST</i>	\$ 852.92	per plot	01/01/2019
Columbarium Niche <i>(inc. Care & Maintenance - 15%) - plus HST</i>	\$ 2,860.00	per niche	01/01/2019
Burials			
Adult/Child <i>(over 3' length) - plus HST</i>	\$ 938.80	per burial	01/01/2019
Child/Infant <i>(under 3' length) - plus HST</i>	\$ 462.49	per burial	01/01/2019
Winter Interment <i>(Adult) - plus HST</i>	\$ 1,407.95	per burial	01/01/2019
Winter Interment <i>(Child/infant) - plus HST</i>	\$ 639.69	per burial	01/01/2019
Cremation <i>(Ground Interment) - plus HST</i>	\$ 375.31	per burial	01/01/2019
Cremation <i>(Columbarium Interment) - plus HST</i>	\$ 342.20	per burial	01/01/2019
Cremation <i>(Winter Interment) - plus HST</i>	\$ 613.89	per burial	01/01/2019
Provincial Licensing Fee	as legislated	per burial	01/01/2019
Monuments & Markers			
Foundation Installations			
Up to 32" - plus HST	\$ 543.98	per foundation	01/01/2019
Up to 44" - plus HST	\$ 630.29	per foundation	01/01/2019
Up to 56" - plus HST	\$ 759.75	per foundation	01/01/2019
Up to 68" - plus HST	\$ 889.21	per foundation	01/01/2019
Up to 80" - plus HST	\$ 966.80	per foundation	01/01/2019
Up to 90" - plus HST	\$ 1,074.68	per foundation	01/01/2019
Up to 108" - plus HST	\$ 1,268.87	per foundation	01/01/2019
Up to 120" - plus HST	\$ 1,398.33	per foundation	01/01/2019
Care & Maintenance <i>(Up to 52" Foundations) - plus HST</i>	as legislated	per foundation	01/01/2019
Care & Maintenance <i>(Over 52" Foundations) - plus HST</i>	as legislated	per foundation	01/01/2019
Marker Installations			
Up to 175 sq in - plus HST	\$ 120.90	per marker	01/01/2019
Up to 288 sq in - plus HST	\$ 162.97	per marker	01/01/2019
Over 288 sq in - plus HST	\$ 210.95	per marker	01/01/2019
Care & Maintenance <i>(175 sq in and over Markers) - plus HST</i>	as legislated	per marker	01/01/2019

Schedule K of Fees and Charges By-Law
Riverside Cemetery Fees and Charges

	2019 Rate	Criteria	Effective Date
Disinterments			
Adult/Child (<i>over 3' length</i>) - plus HST	\$ 1,781.47	per interment	01/01/2019
Child/Infant (<i>under 3' length</i>) - plus HST	\$ 1,057.50	per interment	01/01/2019
Cremated Remains - plus HST	\$ 503.19	per interment	01/01/2019
Columbarium - plus HST	\$ 503.19	per interment	01/01/2019
Other Fees (<i>if applicable</i>)			
Superintendent Fee (<i>Mon-Fri after 3pm</i>) - plus HST	\$ 80.00	per 1/2 hour	01/01/2019
Superintendent Fee (<i>Saturday</i>) - plus HST	\$ 400.00	per interment	01/01/2019
Superintendent Fee (<i>Sunday</i>) - plus HST	\$ 600.00	per interment	01/01/2019
Transfer of Interment Rights - plus HST	\$ 105.00	each	01/01/2019
Replacement Interment Rights Certificate - plus HST	\$ 70.00	each	01/01/2019
Record Update Administration Fee	\$ 30.00	per occurrence	01/01/2019
Researching records	\$ 30.00	per request	01/01/2019