

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2023-16

Being a By-law to impose fees or charges for services provided by the Corporation of the Municipality of Powassan

WHEREAS the Municipal Act, 2001, Section 391 gives a municipality the authority to impose fees or charges for services or activities provided and for the use of its property;

AND WHEREAS the Municipal Act, 2001, Section 398 provides the municipality with the authority to add unpaid fees and charges, including any interest on the unpaid balance, to the tax roll for any real property within the municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in the same manner as municipal taxes;

AND WHEREAS the Corporation of the Municipality of Powassan has provided adequate public notice;

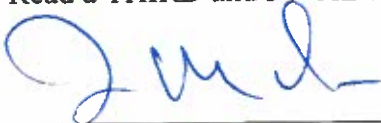
AND WHEREAS the Corporation of the Municipality of Powassan deems it desirable to establish a by-law to impose and update existing fees or charges for services provided by the Municipality;

NOW THEREFORE THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
HEREBY ENACTS AS FOLLOWS:

1. That the fees and charges listed on the attached Schedules 'A' to 'O' of this by-law be adopted and hereby confirmed as being part of this by-law.
2. That if the provisions of this by-law conflict with any other by-law of the Corporation heretofore passed, then the provisions of this by-law shall prevail.
3. That this Bylaw shall be known as the "User Fees By-law".
4. That this Bylaw shall come into force and effect on the date of passing.
5. That Bylaw 2022-08 be repealed.

Read a FIRST and SECOND time July 4, 2023

Read a THIRD and FINAL time and adopted August 1, 2023



Mayor



Clerk

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "B" TO BY-LAW 2023-16
TREASURY FEES

	2022	2023	2024	2025	2026	2027
Tax and Water Certificates (each)	\$65.00	\$65.00	\$65.00	\$70.00	\$70.00	\$70.00
NSF Payment Charge	\$35.00	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Interest on Past Due Accounts- per month	1.25%					
Application of Fee to Tax Roll	-	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Transfer Water/Sewer Balance to Tax Roll	-	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Transfer of Ownership- where no tax certificate was purchased	-	\$65.00	\$65.00	\$70.00	\$70.00	\$70.00
<i>Tax Sale Fees</i>						
Upon Delivery to Solicitor	\$200.00*	\$205.00*	\$210.00*	\$215.00*	\$220.00*	\$225.00*
Registration of Tax Arrears Certificate	\$400.00*	\$410.00*	\$420.00*	\$430.00*	\$440.00*	\$450.00*
Processing of Final Notice	\$200.00*	\$205.00*	\$210.00*	\$215.00*	\$220.00*	\$225.00*
Processing of Cancellation Certificate	\$100.00*	\$100.00*	\$105.00*	\$105.00*	\$110.00*	\$110.00*
Entering into Extension Agreement	\$300.00*	\$305.00*	\$310.00*	\$320.00*	\$330.00*	\$340.00*
Upon Advertising for Sale	\$300.00*	\$305.00*	\$310.00*	\$320.00*	\$330.00*	\$340.00*
Tender Opening	\$300.00*	\$305.00*	\$310.00*	\$320.00*	\$330.00*	\$340.00*
Finalization of Process	\$500.00*	\$510.00*	\$520.00*	\$530.00*	\$540.00*	\$550.00*
Tax Sale Tender Information Package	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
<p>*Professional fees of a lawyer, planner, surveyor, or other professional consultant and their disbursements will be charged at their actual cost to the Municipality in addition to the Municipal administration fee.</p>						

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
 SCHEDULE "E" TO BY-LAW 2023-16
 PROPERTY STANDARDS FEES**

Description	2022	2023	2024	2025	2026	2027
Necessary Work Fee (any work undertaken by the Municipality as the result of an order issued by an Officer)	100% of the cost					
Administrative Fee (in addition to the necessary work fee)	Greater of \$100.00 or 25% of the necessary work fee					

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "F" TO BY-LAW 2023-16
PUBLIC WORKS FEES

Description	2022	2023	2024	2025	2026	2027
Public Works Staff (per hour)	cost recovery	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Equipment Rates	as per OPSS 127					
Materials (sand, gravel, etc.)	full cost recovery					
Road Damage Reinstatement	full cost recovery					
Damage to Guiderails, signs, posts, hydrants, etc	full cost recovery					
Excess Weight Exemption Permit	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Oversize or Weight Exemption Permit	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Road Occupancy Permit	\$120.00	\$120.00	\$120.00	\$130.00	\$130.00	\$130.00
Encroachment Permit*	\$250.00	\$300.00	\$300.00	\$325.00	\$325.00	\$325.00
Encroaching on Municipal Property Without Permit	full cost recovery for removal of materials from municipal property					
*applicant will assume all legal, engineering, and land survey fees						
<i>Engineering</i>						
Engineering review and approval	3% of the estimated work value, minimum of \$600.00					
Site Inspection	\$150.00	\$150.00	\$155.00	\$160.00	\$165.00	\$170.00
<i>Entrances</i>						
Residential Entrance Permit	\$120.00	\$120.00	\$120.00	\$130.00	\$130.00	\$130.00
Commercial Entrance Permit	\$400.00	\$400.00	\$410.00	\$410.00	\$420.00	\$420.00
Civic Address/911 Sign	\$120.00	\$120.00	\$120.00	\$130.00	\$130.00	\$130.00
<i>Water & Sewer</i>						
Water and Sewer Offences	Per by-law 2009-12, 2021-18, or amending or superceding by-law					

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "G" TO BY-LAW 2023-16
WASTE MANAGEMENT FEES

Description	2022	2023	2024	2025	2026	2027
<i>Standard Waste</i>						
Household bags (per bag)	\$1.50	\$1.50	\$2.00	\$2.00	\$2.00	\$2.00
Commercial pick-up (per yd ³)*	\$45.00	\$43.00	\$52.00	\$53.00	\$54.00	\$55.00
Commercial dropoff (per yd ³)	\$24.00	\$24.00	\$32.00	\$32.00	\$32.00	\$32.00
Sorted shingles (per yd ³)	\$20.00	\$20.00	\$40.00	\$40.00	\$40.00	\$40.00
Sorted wood (per yd ³)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Sorted compostables (per yd ³)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Sorted scrap metal (per yd ³)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Sorted masonry (per yd ³)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Mixed Load (per yd ³)	\$30.00	\$30.00	\$40.00	\$40.00	\$40.00	\$40.00
Residential Waste (per yd ³)	\$24.00	\$24.00	\$32.00	\$32.00	\$32.00	\$32.00
Contaminated Waste	\$40/yd ³ + landfill attendant					
Asbestos	\$40/yd ³ + landfill attendant					
<i>Recycling and Other Items</i>						
Large Appliances	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Medium Appliances	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00
Small Metal Items	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00
Untagged Appliances	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
Dishwasher	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Mattress or Boxspring	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Small/Mid Sized Furniture	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00
Large Furniture	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Fiberglass Boat (per foot)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Tires	No charge if dropped in tire pile					
Electronics/Batteries	No charge if dropped in electronics bin					
Boxes and Recyclables	No charge if dropped in recycling bin					
<i>Standard Load Sizes</i>						
Pickup Truck 6' Box	1.5 yd ³					
Pickup Truck 8' Box	1.8 yd ³					
One Ton Dump Truck	3.0 yd ³					
Single/Tandem Trailer	1.5-2.0 yd ³					
Dump Trailer	3.0 yd ³					
Tri-Axle Dump Truck	16 yd ³					
Tandem Dump Truck	12 yd ³					

Roll-off	As per bin size					
<i>Standard Rates</i>						
Service Call	\$50.00 + landfill attendant					
Landfill Attendant (per hour)	\$25.00	\$30.00	\$31.00	\$32.00	\$33.00	\$34.00

*for 2023, commercial garbage pickup fees are as follows:

Jan-Mar: 28.75/yd³

Apr-Jun: 33.50/yd³

Jul-Sept: 38.25/yd³

Oct-Dec: 43.00/yd³

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "H" TO BY-LAW 2023-16
CEMETERY FEES

Description	2022	2023	2024	2025	2026	2027
<i>Municipal Fees</i>						
Regular Plot	\$241.50	\$241.50	\$241.50	\$241.50	\$241.50	\$241.50
Cremation Plot	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Regular Interment	\$350.00	\$440.00	\$450.00	\$460.00	\$470.00	\$480.00
Cremation Interment	\$150.00	\$165.00	\$170.00	\$175.00	\$180.00	\$185.00
Interment- Child's Casket	\$115.00	\$165.00	\$170.00	\$175.00	\$180.00	\$185.00
Monument Under 4' Upright	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Pillow Monument	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00
Death Registration	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Vault (Participating Municipality)	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00
Vault (Non-Participating Municipality)	\$172.50	\$172.50	\$172.50	\$172.50	\$172.50	\$172.50
All Burials- Weekend Burial Surcharge	-	\$105.00	\$108.00	\$111.00	\$114.00	\$117.00
Administrative Fee (Burial on Existing Plot)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
<i>Care and Maintenance Fund</i>						
Care and Maintenance Fund Fees	as per the BAO fee schedule					

*where applicable, HST is in addition to the above fees

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "I" TO BY-LAW 2023-16
PLANNING FEES**

Description	2022		2023-2024		2025-2027	
	Fee	Deposit	Fee	Deposit	Fee	Deposit
Official Plan Amendment	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,500.00
Zoning By-law Amendment	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,500.00
Subdivision Review	\$1,000.00	\$0.00	\$2,500.00	\$5,000.00	\$2,500.00	\$5,000.00
Subdivision Agreement	\$500.00	\$2,000.00	\$1,000.00	\$5,000.00	\$1,000.00	\$5,000.00
In Lieu of Parkland for Subdivision Agreement	5% of vacant land value					
Site Plan Agreement	\$500.00	\$750.00	\$800.00	\$1,000.00	\$850.00	\$1,000.00
Minor Variance	\$500.00	\$500.00	\$600.00	\$1,000.00	\$650.00	\$1,000.00
Removal of Holding Symbol	\$50.00	\$0.00	\$50.00	\$0.00	\$60.00	\$0.00
Removal of Holding Zone Provision	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
Deeming By-law	\$400.00	\$800.00	\$500.00	\$1,000.00	\$550.00	\$1,100.00
Pre-Consultation Fee	\$0.00	\$0.00	\$180.00	\$500.00	\$190.00	\$500.00
Reviewing Consent Applications	\$100.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00
Consent- Parkland Dedication Fee	5% of vacant land value					

*where applicable, HST is in addition to the above fees

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "J" TO BY-LAW 2023-16
250 CLARK FEES

Description	2022	2023	2024	2025	2026	2027
<i>Rental Spaces</i>						
Gymnasium (Mon-Fri 8 a.m. - 5p.m.)- one hour	\$25.00	\$30.00	\$30.00	\$30.00	\$35.00	\$35.00
Gymnasium (Mon-Fri after 5p.m., weekends)- one hour	\$50.00	\$45.00	\$45.00	\$45.00	\$52.50	\$52.50
Gymnasium (Mon-Fri after 5p.m., weekends)- 3 hours	\$75.00	\$120.00	\$120.00	\$120.00	\$140.00	\$140.00
Gymnasium- day rental	-	\$240.00	\$240.00	\$240.00	\$280.00	\$280.00
Maple Room (room only)- per hour	\$25.00	\$30.00	\$30.00	\$30.00	\$35.00	\$35.00
Maple Room (room only)- half day	-	\$105.00	\$105.00	\$105.00	\$122.50	\$122.50
Maple Room (room only)- day rental	-	\$210.00	\$210.00	\$210.00	\$245.00	\$245.00
Maple Room (including kitchen)- per hour- two hour minimum	\$75.00	\$45.00	\$45.00	\$45.00	\$52.50	\$52.50
Maple Room (including kitchen)- half day rental	-	\$157.50	\$157.50	\$157.50	\$183.75	\$183.75
Maple Room (including kitchen)- day rental	-	\$315.00	\$315.00	\$315.00	\$367.50	\$367.50
Cedar/Elm Room (Meeting/Class)- per hour	\$15.00	\$15.00	\$16.00	\$17.00	\$18.00	\$19.00
Office Rentals- per square foot, per month	-	\$2.75	\$2.89	\$3.03	\$3.18	\$3.34
<i>Fitness Centre</i>						
Adult Membership- Annual	\$200.00	\$240.00	\$240.00	\$250.00	\$250.00	\$260.00
Youth Membership- Annual (16-18 years old, with adult supervision)	\$75.00	\$100.00	\$100.00	\$105.00	\$105.00	\$110.00
Monthly Membership	\$20.00	\$24.00	\$24.00	\$25.00	\$25.00	\$26.00
Replacement FOB- First Occurrence	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
Replacement FOB- Second and each Subsequent Occurrence	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00

*all public events require proof of insurance and a \$500 refundable security/cleaning deposit

*gymnasium rental includes use of sports equipment

*HST is additional to all fees outlined above

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "K" TO BY-LAW 2023-16
BUILDING FEES

Description	2022	2023	2024	2025	2026	2027
Building/Zoning Certificate	\$65.00	\$105.00	\$105.00	\$105.00	\$113.00	\$113.00
Minimum Fee for Processing and Issuance of Permits (except as noted)	\$120.00	\$140.00	\$140.00	\$140.00	\$150.00	\$150.00
Minimum Fee for Construction (per \$1,000 construction cost)	\$9.00	\$9.00	\$10.00	\$10.00	\$11.00	\$11.00
Demolition Permit	\$120.00	\$140.00	\$140.00	\$140.00	\$150.00	\$150.00
Temporary Building	\$120.00	\$140.00	\$140.00	\$140.00	\$150.00	\$150.00
Swimming Pools	\$180.00	\$210.00	\$210.00	\$210.00	\$225.00	\$225.00
Outstanding Work Order	\$120.00	\$140.00	\$140.00	\$140.00	\$150.00	\$150.00
911 Signs	\$120.00	\$120.00	\$120.00	\$130.00	\$130.00	\$130.00
<i>Administrative Fees</i>						
Additional Plan Review (resubmission)	full cost recovery					
Additional Permit Fee (revision)	full cost recovery					
Change of Use Permit- Part 9	\$100.00	\$105.00	\$105.00	\$105.00	\$113.00	\$113.00
Change of Use Permit- Part 3	\$300.00	\$315.00	\$315.00	\$315.00	\$339.00	\$339.00
Conditional Permit Fee	based on proposals					
Permit Renewal Fee (per 12 months inactive)	\$60.00	\$70.00	\$70.00	\$70.00	\$75.00	\$75.00
Premature/Additional Inspections (per hour)	\$100.00	\$105.00	\$105.00	\$105.00	\$113.00	\$113.00
Transfer of Permit	\$120.00	\$140.00	\$140.00	\$140.00	\$150.00	\$150.00
Construction Without a Permit; Stop Work Orders	minimum \$300.00 plus 5% of construction costs, to a maximum of \$1,000.00					

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "N" TO BY-LAW 2023-16
RECREATION AND FACILITY FEES**

Description	2022	2023	2024	2025	2026	2027
<i>Fields</i>						
Field Tournament Rate- Per Weekend (up to three days)	\$235.00	\$355.00	\$364.00	\$373.00	\$382.00	\$392.00
Field- Day Rate	\$98.00	\$125.00	\$128.00	\$131.00	\$134.00	\$137.00
Field- League Game (per game)	-	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
<i>Facilities Rentals</i>						
Setup Fee- per hour	-	\$30.00	\$30.00	\$30.00	\$35.00	\$35.00
Tech Support- per hour	-	\$70.00	\$70.00	\$70.00	\$75.00	\$75.00
AV Equipment- per rental	-	\$250.00	\$256.00	\$262.00	\$269.00	\$276.00
Additional staff required- any facility rentals- per hour of staff time	-	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
All Facility Rentals- Failure to Return Key	-	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
All Facilities- if user group has exclusive access	full cost recovery- all operating costs					

*where applicable, HST is in addition to the above fees

*set-up services available for all facilities rentals, at the request of the renter. Above charges apply.

*all rentals include the use of tables and chairs

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
SCHEDULE "O" TO BY-LAW 2023-16
POOL FEES

Description	2022	2023	2024	2025	2026	2027
<i>10 Day Lessons</i>						
Parented Lessons (30 mins)	\$40.00	\$40.00	\$45.00	\$45.00	\$50.00	\$50.00
Preschool - Level 7 (30 mins)	\$50.00	\$50.00	\$56.00	\$56.00	\$63.00	\$63.00
Levels 8-9 (45 mins)	\$66.00	\$66.00	\$74.00	\$74.00	\$83.00	\$83.00
Semi-Private (30 mins)	\$83.00	\$100.00	\$103.00	\$106.00	\$109.00	\$112.00
Private (30 mins)	\$110.00	\$132.00	\$135.00	\$138.00	\$141.00	\$145.00
<i>Other Fees</i>						
Aquafitness	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	\$6.00
Season Pass	\$95.00	\$115.00	\$118.00	\$121.00	\$124.00	\$127.00
Family Pass	\$215.00	\$265.00	\$272.00	\$279.00	\$286.00	\$293.00
Public Swimming	\$4.00	\$4.00	\$4.00	\$5.00	\$5.00	\$5.00
Private Rental (One Hour)	\$90.00	\$120.00	\$123.00	\$126.00	\$129.00	\$132.00
Private Rental (Two consecutive hours)	\$160.00	\$210.00	\$215.00	\$220.00	\$226.00	\$232.00