

**The Corporation of the Township
of South-West Oxford**

By-Law No. 78-2023

**To Provide for the Adoption of User Fee Rates
for the Township of South-West Oxford**

WHEREAS the Municipal Act 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws imposing fees and /or charges on any class or persons;

AND WHEREAS the Planning Act, R.S.O. 1990, c. P.13, as amended, provides that a municipality may pass by-laws imposing tariffs, fees and charges;

AND WHEREAS the Municipal Act 2001, Section 392, provides that a Municipality and a Local Board shall establish and maintain a list for public inspection indicating which of its services and activities and the use of which properties will be subject to fees and charges and the amount of each fee or charge;

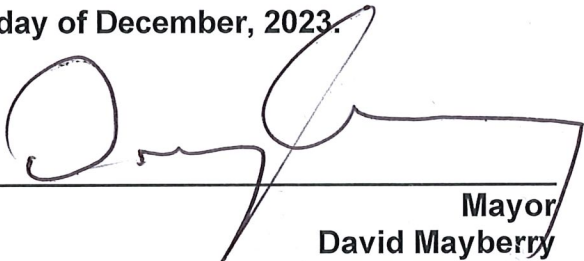
NOW THEREFORE the Council of the Corporation of the Township of South-West Oxford enacts as follows:

1. The fees, rates and charges as set out in Schedule "A" attached hereto and forming part of this By-Law, are implemented and take effect on the dates indicated.
2. Except where otherwise indicated, the fees, rates and charges indicated in this By-Law do not include the applicable taxes, which will be added to the fee or charge.
3. Unless otherwise stated, any fees, rates or charges set out in this By-Law which are not paid when due and remain unpaid after 30 days will be subject to interest fees at a rate of 1.25% per month.
4. Where all or part of a fee, rate or charge imposed by this By-Law remains unpaid for a period of more than 60 days, all outstanding amounts shall be added to the tax roll for the property, which is owned, in whole or in part, by the person upon whom the fee, rate or charge was imposed, and shall be collected in a like manner as municipal taxes. All of the owners of this property shall be liable jointly and severally for paying such fee, rate or charge.
5. Unless otherwise stated, all fees, rates and charges set out in this By-Law are non-refundable.
6. When a fee, rate or charge is defined as "Actual Costs", this charge will be equal to the full amount invoiced to the municipality for this item or service plus an administrative fee. The administrative fee will be calculated as 15% of the invoice, with a minimum fee of \$10.00 and a maximum fee of \$100.00

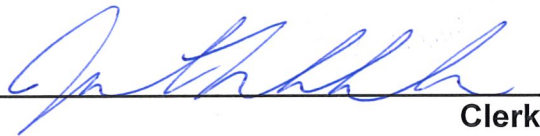
7. The CAO, Clerk, Treasurer or designate, is hereby authorized in his or her discretion to waive, reduce, or otherwise vary any fee, rate or charge set out in Schedule "A" to this By-Law.
8. Any other By-Law and/or resolution inconsistent with the provisions herein shall be superseded by this By-Law.
9. If any section or portion of this By-Law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Township of South-West Oxford that all remaining sections and portions of the By-Law and Schedule "A" continue in force and effect.
10. That the following by-laws are hereby repealed:
 - a. 75-2015
11. This By-Law comes into force and takes effect on January 1st, 2024 and may be cited as the "Rates and Fees By-Law"

Read a First and Second time this 19th day of December, 2023.

Read a Third time and Finally Passed this 19th day of December, 2023.



**Mayor
David Mayberry**



**Clerk
Julie Middleton**

The Township of South-West Oxford
By-Law No. 78-2023

Schedule "A" - FEES, RATES AND CHARGES

USER FEES	RATE
<u>General</u>	
Commission of Oaths: Resident	No Charge
Commission of Oaths: Non-Resident	No Charge
Request under the Freedom of Information Act	\$5.00 + Actual Costs
Lottery License Fee	3%
Meeting Investigation Fee	\$25.00
Composters	As set by County of Oxford
Blue Box	As set by County of Oxford
Bag Tags	As set by County of Oxford
Research Fees	No Charge
Photocopying	Black \$0.10/pg Colour \$0.15/pg
NSF Fee of Return Cheques/PAP	\$35.00
<u>Animal Control Fees and Penalties</u>	
Kennel Licence	\$125.00
Dangerous Dog Registration	\$50.00
Impound Fee	\$50.00
Pound Maintenance/Quarantine Fee	\$20.00 per day
By-law Exemption Request from Council	\$75.00
Fenceview Admin Fee	\$100.00
<u>Finance</u>	
Tax Certificate	\$50.00
Tax Receipt Letter	No Charge
Tax Sale Registration Process	Full Cost Recovery
Interest	1.25%
Refund payment Fee	\$25.00
Payment Redistribution	\$15.00
Tax Letter	\$15.00
Reprint Tax Bill	\$5.00
Account History Reprint	\$10.00
Drains Admin Fee - Add to taxes	1%
<u>Transportation</u>	
Moving Permit	\$100.00
Manure Pipe Line / Irrigation	\$150.00

USER FEES	RATE
Entrances	Actual Costs
Entrances Admin Fee	\$25
Garbage pickup – resident	No Charge
Garbage pickup – non-resident	\$100.00
<u>Building / Drainage</u>	
Municipal Address Signs:	
Sign and no post, not installed	\$65.00
Sign and post, not installed	\$77.00
Sign and post, installed	\$110.00
Sign and no post, installed	\$77.00
Solar Fit	\$100.00
Sign Variance Application	\$250.00
Minor Variance with or without MDS **	\$400.00
Site Plan Agreement **	\$400.00
Site Plan Amendment	\$400.00
Zoning By-Law Application **	\$500.00
** After the Fact Planning Fee	Additional \$100.00
Parkland Dedication Fee (lot creation)	By-law No. 32-2021 (2024)
Drainage Reapportionment	\$100.00
Top Soil Permit Application Fee	\$350.00
Top Soil Permit Renewal Fee	\$250.00
Building and Zoning Certificate	\$70.00
Drainage Certificate	\$50.00
<u>Fire Protection</u>	
Motor Vehicle Response – Resident	n/c
Motor Vehicle Response – Non-Resident	Current MTO Rate
Hazardous Material Cleanup	Actual Costs
Illegal / Unauthorized Fire	Actual Costs
Equipment/Materials to Extinguish a fire	Actual Costs
File Search-O/S Orders Inspection Reports	\$75.00
Fire Code Inspection (request only)	\$175.00
- additional re-inspection (request only)	\$100.00
Copies of Fire Reports	\$115.00
Fire Chief's Letters to Lawyers or Insurance Company	\$115.00
Fire Permit (Agricultural & Special burn permits)	\$35.00 (four-weeks)
Fire Permit	n/a

USER FEES	RATE
(Recreational burn permits – one year)	
Fire Permit (Township property)	n/a
Fireworks Display Permit	\$50.00
Pyrotechnics Display Permit	\$150.00
Fire Response-Indemnification Technology	Current MTO rates, plus personnel/hr rates, and any costs incurred by the municipality
Propane Storage-Review of Risk Safety Plan	Actual costs
Propane Storage-Review of Risk Safety Plan - large facilities	Remove
Admin Fee added to fee structures representing "Actual Costs" (min. of \$10 & max of \$100)	15%
<u>Facility Rentals</u>	
Brownsville Community Centre	
Full Day Rental	\$180.00
Half Day Rental	\$140.00
Wedding – Including Gazebo	\$350.00
Wedding – Including Full Park	\$400.00
Park Pavilion	\$40.00
Use of Kitchen Only	\$40.00
Service Clubs & Non-Profit Org. Rentals	\$25.00 per hour
Dereham Centre Hall	
Full Day Rental (Flat Rate)	\$85.00
No-Show Fee (At Discretion of Board)	\$25.00
Foldens (West Oxford)	
Full Day Rental (Flat Rate)	\$113.00
Mount Elgin Community Centre	
Full Day Rental – Prime Time (Friday and Saturdays) – includes entire hall	\$375.00
Buck and Doe Rentals	\$525.00 plus \$1,000 surety
Large Room – Sunday to Thursday	\$120.00 plus \$50 surety
Small Room – Sunday to Thursday	\$50.00 plus \$50 surety
Full Kitchen Only – Sunday to Thursday	\$60.00 plus \$50 surety
Kitchen No Dishes – Sunday to Thursday	\$60.00 plus plus \$50 surety
Bar Only – Sunday to Thursday	\$60.00 plus plus \$50 surety
Add PA System to Rental	\$10.00
Daytime Rental of Baseball Diamond	\$25.00 per use

USER FEES	RATE
Nighttime Rental of Baseball Diamond	\$40.00 (Includes Lights)
Salford Community Centre Full Day Rental – Prime Time (October 1 to January 31)	\$220.00
Full Day Rental – Off Season (February 1 to September 30)	\$200.00
Picnics (Booth and Outhouse)	\$95.00