

**The Corporation of the
Township of South-West Oxford
By-law No. 55-2024**

**A By-law to amend By-law 07-2024 to
provide for the Adoption of User Fee Rates
for the Township of South-West Oxford
(Fees and Charges By-law)**

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;

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. That Schedule “A” – FEES, RATES AND CHARGES be replaced with the following:

USER FEES	RATE
<i>General</i>	
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
<i>Animal Control Fees and Penalties</i>	

USER FEES	RATE
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
<i>Finance</i>	
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%
<i>Transportation</i>	
Moving Permit	\$100.00
Manure Pipe Line / Irrigation	\$150.00
Entrances	Actual Costs
Entrances Admin Fee	\$25
Garbage pickup – resident	No Charge
Garbage pickup – non-resident	\$100.00
<i>Building / Drainage</i>	
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
Please note: Public Works Review Fees apply to all Planning Applications	
Parkland Dedication Fee (lot creation)	By-law No. 32-2021 (2024)
Drainage Reapportionment	\$100.00

USER FEES	RATE
Top Soil Permit Application Fee	\$350.00
Top Soil Permit Renewal Fee	\$250.00
Building and Zoning Certificate	\$70.00
Drainage Certificate	\$50.00
<i>Fire Protection</i>	
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) – issued to property owner	\$50.00
Fire Permit (Special)	\$35.00 (four-weeks)
Fire Permit (Recreational burn permits – one year)	n/a
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%
<i>Facility Rentals</i>	

USER FEES	RATE
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)	\$100.00
No-Show Fee (At Discretion of Board)	\$25.00
Foldens (West Oxford)	
Full Day Rental (Flat Rate)	\$150.00
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
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

2. That By-law No. 07-2024 hereby be repealed.

3. That this By-law shall come into full force and effect on the final date of passing.

Read a First and Second time this 9th day of July, 2024.

Read a Third time and Finally Passed this 9th day of July, 2024.

Mayor: David Mayberry

Clerk: Julie Middleton

APPROVED