



**TOWNSHIP OF ST. CLAIR  
BY-LAW NUMBER 41 OF 2017**

**Being a by-law to impose user fees and charges within the Township of St. Clair (replacing Township of St. Clair By-law Number 16 of 2013 and Bylaw 20 of 2010)**

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**WHEREAS** the Municipal Act, S.O. 2001, c.25, Section 391.1 provides municipalities the authority to impose fees or charges on persons;

**AND WHEREAS** the Corporation of the Township of St. Clair wishes to impose fees or charges for:

- a) services or activities provided or done by or on behalf of it;
- b) costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- c) the use of its property including property under its control.

**THEREFORE** the Municipal Council of the Corporation of the Township of St. Clair enacts as follows:

**PLANNING AND ADMINISTRATION**

- |   |  |
|---|--|
| 1. Official Plan Amendments                     | \$2,000.00 plus<br>100% of County \$600.00 fee if proceeded with illegal use without proper zoning<br>\$50% of County \$600.00 fee if proceeding under guidelines (the Twp pays \$300 to County in this instance). |
| 2. Zoning By-law Amendments                     | \$1500.00 plus<br>100% of County \$400.00 fee if proceeded with illegal use without proper zoning<br>50% of County \$400.00 fee if proceeding under guidelines (Twp forwards \$200 to County in this instance)     |
| 3. Removal of Holding Symbol (H) from any zone. | \$500.00   |
| 4. Application for Minor Variance               | \$500.00   |
| 5. Application for Consent                      | \$800.00 plus \$200.00 on stamping deed  |
| 6. Site Plan Applications                       | \$500 < \$50,000 estimated project value, plus registration fees<br>\$1000 > \$50,000 estimated project value, plus registration fees  |
| 7. Site Plan Amendments                         | \$400.00 plus registration fees  |

8. Development Agreement (by severance plus \$100.00 per lot)	\$100.00	
9. St. Clair Region Conservation Authority Review Fee	\$75.00	
10. Development Agreement Fee	2% of development costs	
11. Zoning & Tax Certificates	\$50.00 each	
12. Marriage Licenses	\$120.00 if a resident of the Township \$140.00 for non-Township resident	
13. Refreshment Vehicles License	\$150.00 if moved \$250.00 if stationary	
14. Burial Permit	\$10.00	
15. Dog Licenses	\$20.00 neutered or spayed with rabies shot \$30.00 neutered or spayed without rabies shot \$40.00 unneutered or not spayed with rabies shot \$50.00 unneutered or not spayed without rabies shot \$100.00 other than above \$100.00 kennel license	
16. Taxicab Owner License	Initial \$100.00 per taxi Renewal \$ 50.00 per taxi	
Taxicab Broker License	Initial \$100.00 Renewal \$ 50.00	
Taxicab Drivers License	Initial \$40.00 Renewal \$20.00	
17. Zoning By-law Book		Only available electronically
18. Official Plan Book		Only available electronically

**Building Permit Fees**

Residential (\$75.00 + 60c / sq. ft. of gross area)

Garages and accessory buildings or structures (\$100 plus \$0.10/square foot)

Residential Building enlargements and alterations  
(\$100.00 + \$5.00/\$1,000 or portion thereafter of est. cost of construction)

Apartments and Multiple Housing (\$100.00 / unit +60c / sq. ft. of gross area)

New Commercial & Industrial Buildings (\$100.00 / permit + 60c / sq. ft. of gross area)

Commercial, Industrial and Public Bldgs. Renovations or other structures  
(\$100.00/permit + \$5.00/\$1,000 or portion thereof of est. cost of construction)

Industrial Wind Turbines	\$10,000/turbine
Decommissioning Security/Letter of Credit* (*pursuant to attached agreement)	\$200,000/turbine

Farm Buildings: \$100 + 10c per sq. ft to a max of \$1000

\*Replacing Bylaws 20 of 2010 and 16 of 2013

Miscellaneous – Swimming pools, Signs,  
Tents and Construction Trailers \$100.00

Liquor License Inspections for existing buildings \$50.00

Building Relocation (\$100.00 + traveling costs incurred for inspection prior to moving. Plus residential fee (\$100.00 = 60c / sq. ft. gross area)  
Plus \$3,000 completion deposit. Wide or heavy load permits are required from Works Department for moving on Township roads.

**\*\* Double permit fees will be imposed if construction commences prior to the issuance of a permit.**

Demolition (\$100.00 + \$500.00 deposit to ensure proper disposal and any damages)  
(No permit required for Farm Buildings)

Completion Deposit on new residential construction (Refundable) \$1,000.00

St. Clair River Trail Crossing Deposit (Refundable) \$2,000.00

**PUBLIC WORKS/WATER FEES**

<b><u>Service</u></b>	<b><u>Fee</u></b>
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**Municipal Permit Fees**

Service connection permit	water	\$30.00
	storm	\$30.00
	sanitary	\$30.00
Road Crossing (Residential)	Hydro Cable or Tile etc.	\$30.00
Road Crossing (Comm/Ind)	Hydro Cable or Tile etc.	\$100.00
Seismic Testing on Road Allowances – Permit		\$100.00
Pipeline	Commercial	\$1,000.00
Oversize Load Moving	Permit	\$30.00
	Annual Permit	\$300.00
Exceed Load Restriction		\$30.00

**Encroachments/Crossing**

Seismic Testing on Road Allowances per kilometer	\$1,000.00
Seismic Testing Road Crossing	\$100.00/cable
Pipeline Crossing Road/road crossing	\$2,500.00
Pipeline Crossing Municipal Drain/road crossing	\$2,500.00
Pipeline Running Within Road Allowance (per km)	\$5,000.00
Pipeline Running Within Road Allowance (per inch/per km)	\$5,000.00
Encroachment (cross road with drain)	Residential/Agricultural \$200.00
	Commercial \$1,000.00

**Deposit Fees**

Drain Crossing/crossing	\$2,000.00
Road Crossing/crossing	\$2,000.00
Pipeline Running in Road Allowance per inch surcharge (per inch/per km)	\$1,000.00
Oversize Load Single Move Permit	Damage Deposit \$5,000.00 Dep. Required
Oversize Load Annual Moving Permit	Deposit \$5,000.00 Dep/road affected

**Municipal Service Charges**

\*Replacing Bylaws 20 of 2010 and 16 of 2013

Buy-In Fees for Municipal Services:	Water	Varies
	Storm	No charge
	Sanitary	Varies
<b>Water service installation</b>		
	existing Res lots- up to 25mm service	\$2,500.00
	lots created by severance actual cost	\$2,500.00 minimum
	service >25mm	\$2,500.00 +oversizing costs
<b>Water Service Shut-Off</b>		
	Regular Hours scheduled within 48 hours	No Charge
	Regular Hours Unscheduled	1 HR Charge
	Regular Hours Emergency	No Charge
	After Hours Emergency	No Charge
	After Hours Non-Emergency	Actual Cost
<b>Seasonal Turn On/Off</b>		
	\$25 Shut off includes meter storage, no monthly fee and turn on with 48 hour notice. 1 HR charge for no notice	\$25.00
<b>Construction Water</b>		
	Max 90 day, then meter must be installed	\$1/\$1000 Building Value
<b>Water Meter</b>		
	standard 5/8", includes ERT larger than 5/8"	\$275.00 actual cost + ERT
<b>Backflow Preventer</b>		
	Fee to recover actual cost	\$48.00
<b>Meter Replacement</b>		
	Replace at owners request	Actual Cost (usually 1HR + meter cost)
<b>Meter Repair</b>		
	Frozen Meter	Actual Cost (time, equipment, material)
<b>Meter Testing</b>		
	If homeowner requests and if within 5% homeowner to pay cost, if off more than 5%, no charge to owner	\$60.00
<b>Water Meter Check</b>		
	Owner request meter checked due to high consumption including remote reading and diagnosing issues	\$50.00
<b>Water Testing</b>		
	Sampling for Lab Testing	Actual Cost (Twp only sample chlorine for free, direct homeowner to Lambton Health Unit for Sampling of Water other than Chlorine)
<b>Hydrant Testing (Third Party) for Fire Flow</b>		
	For Fire Flow Testing (3 <sup>rd</sup> party results must be provided to municipality) 48 Hours Notice	\$50.00
<b>Meter Box for Construction</b>		
	Maximum 3-week per use	\$270/meter box Includes 1 backflow test \$25/additional week (backflow test and \$270 required for each location moved)

Water Service or Sanitary Cleanout Locate	through ONE CALL	No Charge
	Not via ONE CALL	\$25.00
Bulk Water Account Set-up	New system no key required account needs to be set up	\$50 dep - \$7.50/month per bulk site – returned once account is closed
Storm lateral	Existing Res. lots -125mm connection	\$2,500.00
	Lots created by severance	Actual Cost (\$2,500.00 min)
	Commercial connections	Actual Cost (\$2,500.00 min)
Sanitary lateral	All	Actual Cost+Buy-in if applicable
Curb cut/infill	per metre	\$75.00
Curb and Gutter Fill	per metre	\$200.00
Blue Box		\$9.25
9-1-1 Sign	Sign	\$30.00
	Installation – Post and Sign	\$50.00
NSF Cheque		\$30.00
Arrears	Disconnection for Arrears Notice left on-site when water is turned-off	\$75.00 Arrears Charge
Additional Copy of Invoice		\$5.00
Composter		\$25.00

**WATER AND SANITARY SEWER USAGE RATES**

Refer to current separate Water and Sewer Usage Rates Bylaw

**FIRE DEPARTMENT**

**Fire Reports**

Insurance companies and or legal firms requesting a fire report resulting from actual fire that has occurred or emergency related for residential, commercial and industry in St. Clair Township.

Residential	\$50.00 + \$3.50 GST =	\$53.50
Commercial and Industrial	\$50.00 + \$3.50 GST =	\$53.50
Alcohol/Tents and Open Air	\$25.00 + \$1.75 GST =	\$26.75

**Inspection Reports**

Inquiries from Insurance companies and or legal firms as to inspections done on a regular basis pertaining to residential, commercial and industry in St. Clair Township.

Residential	\$50.00 + \$3.50 GST =	\$53.50
Commercial/Alcohol	\$50.00 + \$3.50 GST =	\$53.50
Industrial Previously Inspected	\$75.00 + \$5.25 GST =	\$80.25
Industrial Complete Inspection/hr.	\$50.00 + \$3.50 GST =	\$53.50

**Provincial and Municipal Roads Occurrences**

Provincial – residents and non-residents that have motor vehicle accidents in municipalities.  
 Municipal – strictly non-residence in municipalities

\*Replacing Bylaws 20 of 2010 and 16 of 2013

First Hour or Part Hour \$350.00 per emergency vehicle  
 \$175.00 each ½ hour per emergency vehicle

AFFF ATC Plus Foam \$250.00 each 5 gallon pail  
 Peat Sorb (oil sorbant) \$ 75.00 each bag

**SCBA Air Refills**

For other than St. Clair Fire \$5.00 each bottle

**Fire Responses**

Fire response fees – Indemnification Technology Current MTO Rates & any cost borne by the municipality related to such a response. [As amended by By-law 50 of 2015]

**COMMUNITY SERVICES**

**Mooretown Campground**

Seasonal (water, hydro)	\$1,965.00
Seasonal (sewer, water, hydro)	\$2,190.00
Daily	\$38.00
Weekly	\$250.00
Monthly	\$700.00
Camping Cabins Daily	\$60.00 small \$80.00 large

**Mooretown Sports Complex – Ice Rentals**

Non Prime Time	\$105.00/hour (Fall/Winter)
Non Prime Time Minor	\$67.50
Non Prime Time off season	\$67.50
Prime Time	\$157.50 (Fall/Winter)
Prime Time Minor	\$124.00
Prime Time Summer	\$137.00

**Recreational Swim**

Child	Per Child (ages 1-12)	\$2.25
Student/Senior	Student (13-23 yr) Sr. over 65	\$2.75
Adult	Per Adult	\$3.25
Family	Per Family	\$6.50
Group Rate	Organized Groups only (per person)	\$2.00

**Open Swim Passes**

Child	Per 10 passes	\$20.00
Student/Senior's rate	Per 10 passes	\$24.00
Adult	Per 10 passes	\$30.00
Family	Per 10 passes	\$60.00

**Memberships** Pool Use Only

Single	6 months	\$100.00
Family	6 months	\$185.00
Single	1 year	\$130.00
Family	1 year	\$285.00

\*Replacing Bylaws 20 of 2010 and 16 of 2013

**Aquatics**

Daily	Per Adult	\$6.00 (\$5.00/senior)
10 Visit Pass	Per Adult	\$45.00
1 Year Membership	Per Adult	\$205.00 (\$195.00/senior)

**Birthday Parties**

1 – 10 children	Per Party	\$110.00
Extra Children		\$6.00/child

Includes Recreational Swim, 1 hour room rental  
Hotdogs and Fries, Pop, Cake, Decorations  
Host or Hostess to serve and clean up

**Pool Rentals**

1 – 30 patrons w. 2 guards	Per Hour	\$110.00
31 – 60 patrons w. 2 guards	Per Hour	\$150.00
61 – 125 patrons w. 3 guards	Per Hour	\$175.00
126 – 181 patrons w. 4 guards	Per Hour	\$225.00
Board of Education w. 2 guards	Per Hour	\$85.00
Extra Guard Fee	Per Hour	\$22.00

**Lessons**

Parent \$ Tot (6 mnths – 5 yrs with parent)	10 weeks (once a wk)	\$48.00
Preschool A - E, Swimmer 1 - 6	10 weeks (once a wk)	\$50.00
Aqua Adults	10 weeks (once a wk)	\$55.00 (or \$6.00/class)
Private (all ages – 30 min. lesson)	10 weeks (once a wk)	\$90.00
Semi-Private (all ages – 30 min. lesson)	10 weeks (once a wk)	\$144.20
Jr. Lifeguard (45 min lesson)	10 weeks (once a wk)	\$45.00
Family Rate (3 or more child from same family)		\$135.00
Home School Children	10 weeks (once a wk)	\$40.00
Board of Ed School Children	per child	\$18.00
Diving Lessons (8 yrs +) (30 min. class)	10 weeks (once a wk)	\$50.00

**Advanced Courses**

Emergency First Aid	per registrant	\$45.00
Bronze Medallion	per registrant	\$85.00
Bronze Cross	per registrant	\$85.00
WSI Part #1	per registrant	\$85.00
NLS	per registrant	\$173.00
NLS Recert	per registrant	\$70.00
WSI Part #2	per registrant	\$173.00
Instructor Recert	per registrant	\$70.00

**Camp Creations**

Half Day (8:30am – noon)	per child	\$17.00
Full Day (8:30am – 4:30pm)	per child	\$27.00
Five Full Days		\$110.00
Full Summer		
July – August 30 full days	per child	\$861.00
	Per 2 <sup>nd</sup> child	\$585.00
Family Rate (Summer, full days)	3 or more children	\$1,896.00

\*Replacing Bylaws 20 of 2010 and 16 of 2013

**Sports Camp**

Full Days (9am – 4pm)	per week only	\$110.00
Early Drop Off/Late Pickup (8:30am – 5:30pm)	per week	\$15.00

**Health & Fitness Centre**

Daily		\$6.00
1 Month	Single	\$54.00
	Senior/Student	\$45.00
3 Months	Single	\$120.00
	Senior	\$105.00
	Couple	\$162.00
	Family	\$243.00
6 Months	Single	\$175.00
	Couple	\$243.00
	Family	\$405.00
1 Year	Single	\$255.00
	Couple	\$405.00
	Family	\$585.00
10 Visit Pass	Single	\$45.00
Personal Training	Per Hour	\$35.00

**Museum**

**General Admissions:**

Adult	\$5.00
Senior	\$4.00
Student	\$3.00
Child	\$2.00
Preschool	N/C
Family	\$12.00

**Chapel Rentals:**

Wedding	\$150.00
Other uses - first 2 hours	\$50.00
Each hour thereafter	\$25.00



**TAX DEPARTMENT**

**TAX SALE COST RECOVERY RATES**

Description	Chargeout Rate
<b>PRIOR TO REGISTRATION:</b>	
A Send list for sub search to determine owner, encumbrances, legal, etc. plus request sheriff's certificate	\$245.00
B Final notice of intent prior to registration sent to all registered owners, spouses, persons found during search, etc.	\$155.00
<b>PRIOR TO SALE:</b>	
1. Tax arrears certificate registered	\$400.00
2. First notice given within 60 days of registration of tax arrears certificate	\$155.00
3. Treasurer's declaration	\$75.00
4. If payment received - go to STEP 10 If extension agreement requested - go to STEP 12	\$ -
5. Final notice sent within 30 days of the expiry of 280 days after registration warning of pending sale	\$155.00
6. Treasurer's declaration re sending of notice made forthwith and retained on file	\$75.00
7. If extension agreement requested - go to STEP 12	\$ -
8. Redemption period expires one year after registration. Treasurer verifies no payment made	\$35.00
9. If sale public tender - go to STEP 18 If sale by public auction - go to STEP 25	\$ -
<b>TAX ARREARS PAID:</b>	
10. Payment received prior to expiry of one year redemption period. Receipt issued	\$35.00
11. Cancellation certificate registered by treasurer. SALE AVERTED - procedures end	\$400.00
<b>EXTENSION AGREEMENT REQUESTED:</b>	
12. Extension agreement requested	\$ -
13. No agreement reached as to terms and/or agreement denied by council. Sale proceeds by returning to that Step in the tax sale procedures immediately prior to extension agreement being requested	\$ -
14. By-law authorizing extension agreement passed prior to expiry of one-year period	\$400.00
15. Extension agreement entered into - copy placed in file. Sale suspended	\$ -
16. Agreement breached - recommence sale process by returning to the Step in the tax sale procedure immediately prior to the extension agreement being entered into	\$ -
17. Terms of agreement fulfilled. Cancellation certificate registered by Treasurer. SALE AVERTED - procedures end	\$400.00
<b>PUBLIC TENDER - SALE OF LAND BY:</b>	
18. Land advertised for sale	\$2,300.00
19. Tenders opened - contents examined	\$145.00
20. If no successful tenderer - go to STEP 34 If highest tender or two highest tenders selected - go to STEP 21	\$ -
21. Notice to highest tenderer requesting payment of balance of amount tendered, applicable land transfer tax and accumulated taxes	\$75.00
22. If payment received from highest tenderer within 14 days. Receipt issued. Treasurer declares highest tenderer to be successful purchaser. Go to STEP 30 If no payment received from highest tenderer within 14 calendar days of mailing notice. Deposit forfeited Where second highest tenderer - go to STEP 23 Where no second highest tenderer - treasurer to declare that there is no successful purchaser. Go to STEP 34	\$ -

\*Replacing Bylaws 20 of 2010 and 16 of 2013

23. Notice sent to second highest tenderer requiring payment of balance of amount tendered, applicable land transfer tax and accumulated taxes within 14 days of the mailing of the notice	\$ -
24. If payment received from second highest tenderer within 14 days. Receipt issued. Treasurer declares second highest tenderer to be successful purchaser. Go to STEP 30 If no payment received from second highest tenderer within 14 days. Deposit forfeited. Treasurer declares that there is no successful purchaser. Go to STEP 34	\$ -
<b>PUBLIC AUCTION - SALE OF LAND BY:</b>	
25. Land advertised for sale	\$2,300.00
If no bid is made on initial sale or, upon reopening of bidding, highest bidder fails to make payment. Go to STEP 34 If bidder immediately pays. Treasurer declares bidder as successful purchaser.	
26. Go to STEP 27	\$75.00
27. Auctioneer issues receipt to successful purchaser	\$35.00
28. Auctioneer declares auction closed	\$ -
29. List of land offered for sale - prepared by auctioneer. Go to STEP 30	\$75.00
<b>TAX DEED - ISSUE AND REGISTRATION:</b>	
30. Tax deed and statutory declaration of Treasurer registered	\$500.00
31. Sale proceeds less cancellation price, paid into Superior Court of Justice together with statement of facts	\$245.00
32. Forfeiture to municipality - where no application is made within one year, Treasurer applies to the Superior Court of Justice for payment out of court of the amount that was paid in, under subsection 10(2), subject to the limitation imposed by clause 10(5)(a) to be forfeited to municipality	\$ -
33. Balance of sale price received from court and paid into the general funds of the municipality. PROCEDURES END	\$ -
<b>VESTING IN MUNICIPALITY</b>	
34. No successful purchaser. Notice of vesting and Treasurer's declaration registered. PROCEDURES END	\$ -
<b>OTHER COSTS</b>	
In cases where it is necessary to conduct a survey, incur legal fees to render a deed registerable, or where environmental or other additional costs are incurred, these actual costs will be applied above and beyond the stated fee	Actual Cost
35. Urgent Tax Certificates	\$65.00
36. Tax Account Hardcopy in lieu of Tax Certificate	\$30.00

The Township of St. Clair By-law Numbers 20 of 2010 and 16 of 2013 be hereby repealed and replaced by this Bylaw 41 of 2017.

READ a first, second and third time and finally passed this 18<sup>th</sup> day of September, 2017.

  
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 MAYOR

  
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 CLERK

\*Replacing Bylaws 20 of 2010 and 16 of 2013