



Corporation of the Municipality of Temagami

Memo No.
2015-M-087

Memorandum to Council

Staff
 Committee

Subject:	GGF Recommendations for 2016 User Fees
Agenda Date:	December 10, 2015
Attachments:	Proposed User Fee Schedules - Comparative

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2015-M-087 regarding GGF Recommendations for 2016 User Fees; AND FURTHER THAT Council adopt the recommendations and consider a by-law to set user fees and charges for services, activities and use of municipal property for the year 2016.

BACKGROUND

The Municipality has traditionally passed a by-law annually to set fees and charges for services, activities and use of municipal property. This used to be done right after the budget was passed each year; however, this timing did not work well for annual fees such as parking.

In 2014, Council passed Resolution 14-413 to direct that the User Fee By-law be reviewed annually near the end of each year to become effective January 1st of the following year; and that the Water/Sewer/Grinder Pump and Garbage Area Charges be dealt with in a separate by-law. This direction is now being implemented in 2015, as in July Council passed By-law 15-1255 to set the amounts for area-rated charges to be levied for municipal and environmental services for the year 2015, to be included on the property tax bills. The General Government and Finance Advisory Committee met in November and finalized their recommendations for changes to the schedules discussed earlier in the year.

The revised schedule is attached, with 2014 rates shown for comparison. Of note are the following recommendations:

- To update the cemetery fees. The current perpetual care fees are not in compliance with the Funeral, Burial and Cremation Services Act.
- To increase by 5% rounded tipping fees (last changed 2013), parking fees (last changed 2013), and docking fees (last changed 2011).
- To add ball field rental rate (in the past couple of years we have had men's fastball tournaments, but there was no set rate. This rate takes into consideration the cost for preparing the field and providing washrooms and garbage for the weekend.
- To add a section for fees for the equipment purchased through the Trillium Program (as per our agreement with them). This is shown on the Schedule: RENTAL RATES FOR MUNICIPAL FACILITIES / EQUIPMENT. There are two rates being recommended, one for charitable/non-profit activities and the other for for-profit activities. The intent of this second rate is for use by local groups for events that will generate a profit for them, not for private individuals to use this equipment to make a profit. The committee recommends that Council consider putting a policy in place to differentiate when the different rates would be used, and that this be referred to the committee to bring a draft policy for Council's consideration.
- To add a fee for Commissioning Affidavits and that the fee column read: "To be added once policy set." On May 20, 2015, Council passed resolution 15-267 to agree in principle to adding this as a User Fee and refer the matter to the General Government and Finance Advisory

Committee to draft a policy and recommended fees for Council's consideration. Once the policy is set, the fee can be added to the schedule by resolution of Council.

- To add the Hawkers and Peddler's Licence fee and increase it from \$150 to \$175 per year.
- To add the Arena Parking for Transport Trucks fee to the schedule as directed by Council in resolution 14-414 (By-law 11-1041 for the Transport Parking was amended move the rate schedule to the annual user fee by-law) and to increase it by 5% rounded. This has also been changed to show it as a rate plus HST where it was previously a flat rate including HST to make it consistent with the other parking rates. (This rate has not been changed since it was instituted in 2011.)
- To increase the parking rates for the reserved parking at the Mine Landing by 5% on the base rate only.
- To add a late payment fee for parking fees. This has been municipal practice, but it was not previously included in the fee by-law.
- To increase the fire coverage to properties outside the municipality from \$100 to \$125. This has not changed since it was instituted in 2009.

Prepared by:

Reviewed by:

Elaine Gunnell, Municipal Clerk	Patrick Cormier, Chief Administrative Officer
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Schedules to By-law 15-XXXX to set fees and Charges for 2016.

SCHEDULE "A"

CEMETERY FEES

2016

		Resident	Non-Resident
Adult Internment Fee	\$	275.00	\$ 375.00
Child Internment	\$	75.00	\$ 75.00
Fees to Perpetual Care Fund (were \$234 and \$480).	\$	250.00	\$ 288.00
Cemetery Plot	\$	350.00	\$ 720.00
For Monument Installation			
* Monuments	\$	100.00	\$ 100.00
* Markers	\$	50.00	\$ 50.00
Foundation Layout	\$	25.00	\$ 25.00
Corner Post Layout	\$	25.00	\$ 25.00
Transfer Interment Rights	\$	25.00	\$ 25.00
Disinternment	\$	500.00	\$ 1,000.00
Columbarium	\$	856.00	\$ 1,479.00
Second open/close for columbarium	\$	150.00	\$ 200.00
Fees to Perpetual Care Fund for Columbarium	\$	128.00	\$ 221.00

Above rates are subject to HST

SCHEDULE "B"

TIPPING FEES*

2016

Tipping fees for tires were discontinued by By-law 15-1261 due to enrollment in the Ontario Tire Stewardship Program.

Tipping fees for up to 3 cubic metres of Allowable Waste*

For ratepayers (3 cubic metres-1/2 ton load - limit of 1 per week) No Charge

	2014	2016 increase by 5% rounded
Domestic waste	\$ 6.00	\$ 6.30 per cubic metre
Organic Waste	\$ 3.20	\$ 3.30 per cubic metre
Metals - Providing it is disposed of in the metal pile at site	No Charge	No Charge
Objects containing Freon Gas	No Charge	No Charge
Inorganic earth like material	\$ 6.00	\$ 6.30 per cubic metre
Construction materials including shingles	\$ 6.00	\$ 6.30 per cubic metre
Commercial & Government garbage	\$ 6.30	\$ 6.60 per cubic metre
Dump truck load of allowable waste	\$ 150.00	\$ 157.50 per load
Burnable Brush - residents	No Charge	No Charge
Non-resident Commercial annual user fee	\$ 275.00	\$ 288.75
Non-residents annual user fee	\$ 120.00	\$ 125.00
Commercial Spills Waste		on approval basis only-quotation required
Boats	\$ 6.30	\$ 6.60 per foot
Service Calls (to open and supervise landfill during closed hours)	\$ 38.00	\$ 40.00 per hour - min one hour

* Allowable waste as described in the Waste Management By-law

* Non-residents who have purchased an annual landfill card for the set fee are entitled to the tipping fees for ratepayers.

* Hazardous/contaminated waste not accepted.

SCHEDULE "C"

CONNECTION RATES FOR WATER AND SEWER

2016

Water or sewer shut-off for non-payment	\$ 42.00
Water or Sewer shut-off for seasonal	\$ 31.00
Water or Sewer turn-on for seasonal	\$ 31.00
Water connection fee for Residential Users	\$ 775.00 plus parts
Water connection fee for Commercial users	\$ 1,030.00 plus parts
Sewer connection fee for Residential Users	\$ 775.00 plus parts
Sewer Connection fee for Commercial Users	\$ 1,030.00 plus parts

SCHEDULE "D"

RENTAL RATES FOR MUNICIPAL FACILITIES / EQUIPMENT

2016

Community Centre / Arena

Arena Ice Rental	\$	68.00	per hour
Non Resident Arena Ice Rental	\$	85.00	per hour
Minor Hockey Ice Rate	\$	35.00	per hour
Non Resident Minor Hockey Ice Rate	\$	60.00	per hour
Curling	\$	53.00	per hour
Very Old Timers (Over 50 Years) / Youth Shinny (HST INCLUDED)	\$	6.00	per person
Children's Pick-up Hockey (max \$10.00/family per event) (HST INCLUDED)	\$	4.00	per person
Public Skating (HST INCLUDED)	\$	2.50	per person
Arena Rental (Ice Rental)	\$	650.00	per day*
Arena Rental (Ice out)	\$	45.00	per hour
Arena Rental (Ice out)	\$	515.00	per day*
Arena Weekend rental (Ice surface and Hall)	\$	1,500.00	Friday-Sunday**
Arena Hall Rental	\$	35.00	per hour
Arena Hall Rental	\$	400.00	per day*
Arena Hall for Community Fitness Class*	\$	10.00	per hour***
Caribou Mountain Admittance (Age 5 & under no charge) (HST INCLUDED)	\$	3.00	per person
Local Service Clubs Hall Rental	\$	150.00	per event
Arena Lobby Rental	\$	50.00	per day*
Ballfield Rental	\$	200.00	per weekend

* 12 consecutive hours

**5 p.m. Friday through 5 p.m. Sunday.

*** as per requirements in Council resolution 12-107

Welcome Centre Meeting Room Rental*

Theatre	\$	45.00	per hour
Boardroom	N/A		
Half day rate	\$	90.00	per half-day
Daily rate	\$	120.00	per day
Set Up/Clean Up	\$	60.00	per hour (no waiving)

*Assumes user looks after any set-up and returns space rented to original condition. If user requires Municipal staff assistance for moving furniture etc. The set up/clean up charge will apply.

Equipment Rentals *

	<u>Profit</u>	<u>Non-Profit</u>
Tables 6' Rectangular	\$2 per table per event	\$1 per table per day per event
Chairs White Folding	\$1 per chair per event	\$0.50 per chair per event
Marquee Tents 20'x20'	\$100 per event	\$30 per event
Setup Fee for Tents	\$50 for setup/takedown	
Portable Sound System	\$100 per event	\$25 per event
Portable Stage	\$20 per event	\$10 per event
Picnic Tables	\$6 per event	\$3 per event
Barbeque	\$25 per event	\$5 per event
Popcorn Machine	\$10 per event	\$5 per event

* As per equipment rental policy.

ALL RATES ON THIS SCHEDULE ARE PLUS HST UNLESS OTHERWISE NOTED.

Schedules to By-law 15-XXXX to set fees and Charges for 2016.

SCHEDULE "E"

USE OF MUNICIPALLY OWNED DOCKS AT WELCOME CENTRE

2016

Boat slip docking rates

Seasonal from the long weekend in May up to and including Labour Day weekend in September:

Maximum boat size = 10 feet wide by 30 feet in length

		2014	2016
Up to 19 feet	Seasonal	\$295.00	\$309.75 plus HST
Over 19 feet	Seasonal	\$330.00	\$346.50 plus HST
Monthly		\$175.00	\$183.75 plus HST
Weekly		\$90.00	\$94.50 plus HST
Daily		\$25.00	\$26.25 plus HST

SCHEDULE "F"

PARKING RATES FOR MINE LANDING / ARENA

2016

Parking Site with hydro was \$150	adding 5% -rounded - to base	\$	155.00 plus HST
Parking Site without hydro was 115	adding 5% -rounded	\$	120.00 plus HST
Arena Parking for Transport Trucks (was \$100 INCLUDING HST = \$88.50 + HST)		\$	95.00 plus HST
Late Payment Fee		\$	25.00 (tax N/A)

Schedules to By-law 15-XXXX to set fees and Charges for 2016.

SCHEDULE "G"

MISCELLANEOUS CHARGES

2016

Photocopies	\$	0.25	letter/ legal size
"	\$	0.50	ledger size
Photocopies certified as true copies	\$	2.00	per page
Faxes (received or sent)	\$	2.50	for first page
"	\$	0.50	for remaining pages
NSF cheques	\$	50.00	per cheque
Commissioning Affidavits		To be added once policy set.	
Open Air Burning Permits	\$	40.00	season
	\$	20.00	month
	\$	10.00	week
Tax/Water Certificate	\$	45.00	each
Map Printing	N/A		per sheet
9-1-1 Signs and Posts			
First Time Number for property (Plate & Post)	\$	65.00	
Replacement Post	\$	25.00	
Replacement Sign Plate	\$	40.00	
Hawkers and Peddlars Licence		(was \$150.00 per year)	\$175.00 per year

SCHEDULE "H"

ANIMAL TAG FEES

2016

IMPOUNDMENT OR DISTRAINED	Fee
Impoundment Fee	\$25.00
Daily Boarding Fee	\$20.00
Weekend Boarding Fee	\$40.00
Humane Services/Adoption Fee	\$40.00
Euthanasia Supplies Fee	\$10.00
Disposal of Surrendered /Non-Impounded Animal Fee	\$50.00
TAGS AND LICENSES – SECTION 5	Fees
Register Dog or Cat under Sec. 5.1 – Standard Lifetime Fee	\$40.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed or Neutered	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Senior owner	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed/Neutered + Senior	\$20.00
Register Dog under Sec. 5.2	Nil
Kennel Licence Fee	\$100.00

SCHEDULE "I"
FIRE DEPARTMENT FEES
2016

Inquiry Fees

Emergency Response Report (copy provided to owners or insurance companies upon requests) OPP or other fire services will not be charged.	\$52.00
Fire Code Compliance-Record Search & Response Letter (search and letter response detailing requested information such as outstanding fire code violations, outstanding work order and retrofit compliance) Requires authorization release from the owner.	\$52.00

Specific Inspection Fees

Routine Fire Code Inspection and Report		
Inspection (1st hour or part thereof)	per hour	\$60.00
additional hours (or part thereof)	per hour	\$30.00
Report		\$60.00
(Inspection for compliance upon request, including but not limited to: day care facilities, restaurant, liquor license, Industrial compliance & office buildings)		
Fire Code Inspection performed in association with the purchase or sale or with potential purchase or sale of property:		
Residential		\$120.00
commercial		\$180.00
Liquor License (Agency letter for Liquor License application)		\$60.00
Liquor Licence inspection requests <i>Includes occupant load calculations</i>		\$120.00
Special Occasion Attendance (Attendance by Fire department trucks and personnel during fireworks display, dances or other private functions)	per vehicle	\$155.00
Standby Requests (by private companies, developers, industry, provincial government, other than Emergency Response)		
• Per vehicle for the 1 hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00

**Fire inspection fees are subject to HST*

SCHEDULE I continued...

SCHEDULE "I" (continued)

FIRE DEPARTMENT FEES

2016

Emergency Responses

Fire coverage to properties outside the Municipality - annual fee	(was \$100.00)	\$125.00
Structural fires/CO alarms outside the Municipality (no coverage)		
- Calculated on total time vehicles are away from the halls (excludes Mutual aid responses)		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
Motor Vehicle Accident Response on Ministry of Transportation Highways		
as per the Province of Ontario Rates, (cost recovery through MTO)		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
• Plus any additional clean-up costs		Actual costs
Motor Vehicle Accident Response Non-Resident		
(Chargeable to the registered owner of the vehicle for all non-resident vehicle fires, auto extrication or other vehicle-related fire department services (resident includes Municipality of Temagami property owners))		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
Response to Hazardous Material / Dangerous Goods Incident		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
• Plus any additional clean-up costs		Actual costs
Attending a Natural Gas Incident		
(no charge for natural gas calls within a residence / business)		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
False Alarm Response-Malicious		
(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 reg 388/97 as amended, where it is determined by the fire service that the alarm was intentionally activated, by any person upon the property, with malice, which is defined to include, but not be limited to, operating a manual pull station, directing smoke or heat toward a detection device for the only purpose of activating the device, or filing a false report)		
• Per vehicle for the 1st hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00
False Alarm Response-Notification Failure		\$500.00
(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 Reg 388/97 as amended, for each occurrence where fire service vehicles are dispatched, where it is determined by the fire service, that the alarm was due to a failure to notify the fire department or the alarm company while conducting tests or repair on the alarm system)		
False Alarm Response-Accidental		\$350.00
(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 Reg 388/97 as amended, for every second and subsequent occurrence within a 30 day period and to every third or subsequent occurrence in a twelve-month period, where fire service vehicles are dispatched, and it is determined by the fire service, that the alarm was due to a properly functioning alarm system detecting a situation that it was designed for, except if the detection is a result of failed notification of testing and repairs to the system or of a condition not within the control of the owner, including but not limited to, changes in atmospheric conditions, excessive vibrations, power failure or drops in water pressure.		