



**TOWNSHIP OF ST. CLAIR
BY-LAW NUMBER 26 OF 2023**

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 2022)

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 and activities provided and done;
- (b) Costs payable by it for services and activities provided by the Township;
- (c) The use of Township property, including property under Township control.

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

1. That Schedule 'A' attached hereto forms part of this by-law and the fees contained therein become effective upon the passing of this by-law.
2. That by-law 16 of 2022 be hereby repealed.
3. That this by-law come into effect upon its passing.

This By-law is considered to have been read a FIRST, SECOND and THIRD time and finally passed this 3rd day of April, 2023.



Mayor Jeff Agar



Clerk Jeff Baranek



The Corporation of the Township of St. Clair

Schedule A to By-Law 26 of 2023

PLANNING & ADMINISTRATION		Detail / Additional Expenses		2023 Fees
Official Plan Amendments		Basic fee		\$2,800
		If proceeding as a result of discovered illegal use		\$3,200
Zoning By-Law Amendments		Basic fee		\$2,000
OPA & ZBA – concurrent application		If proceeding as a result of discovered illegal use		\$2,500
Re-zoning as a condition of consent		Total cost for both OPA & ZBA		\$4,000
Validation of Title Application				\$1,000
Removal of Holding Symbol				\$800
Deeming By-Law				\$500
Application for Minor Variance				\$500
Application for Consent				\$800
Stamping of each deed				\$200
SITE PLAN APPLICATIONS		*all site plans are subject to additional costs for registration on title		
Developing Value Lower than \$100,000		+ \$250 Engineering Consulting Fee		\$1,500 +
Developing Value Higher than \$100,000		+ \$500 Engineering Consulting Fee		\$2,000 +
Site Plan Amendments				\$1000
Site Plan Compliance Letter				\$100
DEVELOPMENT AGREEMENTS				
By Severance		*Subject to an additional fee of \$100 per lot		\$100
Per Subdivision and All others				2% of dev. costs
Engineering Fees				3% of dev. costs
Temporary Modular Building Agreements		+ \$200/unit		\$400 +
Zoning Certificates				\$50
Lot Release Certificate				\$50
Removing a By-Law Registered to Title				\$200
Second Dwelling Agreement				\$100
St. Clair Region Conservation Authority				\$ current fee prescribed by SCRCA
Tax Certificates				\$50

PLANNING & ADMINISTRATION		2023 Fees
Refreshment Vehicle/Food Vendor Permits	Detail / Additional Expenses	
	Transient	\$100
	Stationary	As per the annual RFP
Burial Permit		\$20
DOG LICENSES		
Neutered or Spayed with Rabies Shot		\$25
Neutered or Spayed without Rabies Shot		\$35
Unneutered or Spayed with Rabies Shot		\$50
Unneutered or Spayed without Rabies Shot		\$60
Kennel License	New	\$250
	Renewal	\$100
Taxicab License	New	\$100/vehicle
	Renewal	\$50/vehicle
Taxicab Brokers License	New	\$100
	Renewal	\$50
Taxi Operators Driver's License	New	\$40
	Renewal	\$20
Copy of Zoning By-Law	Online Copies Only	\$0
Copy of Official Plan	Online Copies Only	\$0
Commissioner of Oaths Signature	* non-resident	\$20

BUILDING PERMITS		2023 Fees
	Detail / Additional Expenses	
Residential	+ \$0.60/ft² gross area	\$100 +
	Completion Deposit (refundable)	\$1,000
	St. Clair River Trail Crossing Deposit (refundable)	\$2,000
	+ \$0.20/ft² gross area	\$100 +
	+ \$5/\$1,000 est. value	\$100 +
	+ \$0.60/ft² gross area	\$100/unit +
	+ \$0.60/ft² gross area	\$100 +
	+ \$5/\$1000 est. value	\$100 +
Farm Buildings	+ \$0.10/ft² (max \$1,000) per turbine	\$100 +
Industrial Wind Turbines	Decommissioning / Letter of Credit per turbine	\$10,000
		\$200,000
Miscellaneous – swimming pools, tents, constructions trailers		\$200
Liquor License Inspections for Existing Buildings		\$50
	+ all inspection costs	\$100 +
Building Relocation	+ Residential Fee + \$0.60/ft² gross area	\$100 +
	+ Completion Deposit (refundable)	\$3,000
	+ Heavy Load permits as required	\$ current price
DOUBLE PERMIT FEES	Will be imposed on fees if construction commences without a permit	-

PUBLIC WORKS/WATER FEES		Detail / Additional Expenses	2023 Fees
MUNICIPAL PERMIT FEES			
Service Connection Permit	Water		\$50
	Storm		\$50
	Sanitary		\$50
	Hydro cable, tile, etc.		\$50
	Hydro cable, tile, etc.		\$100
Road Crossing – Residential			\$100
Road Crossing – Commercial/Industrial			\$100
Seismic Testing on Road Allowances - Permit			\$100
Pipeline Crossing	Commercial		\$1,000
Oversize Load Moving	Permit		\$75
	Annual Permit		\$300
	Supersize Load Permit		\$150
ENCROACHMENTS/CROSSING			
Seismic Testing on Road Allowance	Per Kilometre		\$1,000
Seismic Testing Road Crossing	Per cable		\$100
Pipeline Crossing Road Crossing			\$2,500
Pipeline Crossing Municipal Drain			\$2,500
Pipeline Running within Road Allowance	Per Kilometre		\$5,000
Pipeline Running within Road Allowance	Per inch/ Per Kilometre		\$5,000
Encroachment (drain crossing a road)	Residential/ Agricultural		\$200
	Commercial		\$1,000
DEPOSIT FEES			
Drain Crossing/Crossing			\$2,000
Road Crossing/Crossing			\$2,000
Pipeline Running in Road Allowance	Per inch surcharge (per inch/per Kilometre)		\$1,000
Damage Deposit	Oversize Load – Single Move Permit		\$5,000
	Oversize Load – Annual Move Permit		\$5,000 / Per Affected Road
	Super Oversize Load		\$25,000

PUBLIC WORKS/WATER FEES		2023 Fees
MUNICIPAL SERVICE CHARGES		Detail / Additional Expenses
Buy-in Fees for Municipal Services	Water	Varies
	Storm	No Charge
	Sanitary	Varies
	Existing residential lots up to 25mm	\$2,500
Water Service Installation	Lots created by Severance	Annual Cost (\$2,500 minimum)
	Service > 25mm + oversizing costs	\$2,500 +
	Regular Hours Scheduled Within 48 Hours	No Charge
	Regular Hours Unscheduled	1 HR Charge
Water Service Shut Off	Regular Hours Emergency	No Charge
	After Hours Emergency	No Charge
	After Hours Non - Emergency	Actual Cost
	Shut off Includes meter storage, no monthly fee, includes turn on with 48 hours notice.	\$25
Seasonal Turn On/Off		
	Without Notice	1 HR Charge
Construction Water	90 Day Maximum, then Meter must be installed	\$1/\$1,000 bldg. value
Water Meter	Any Size	Actual Cost + ERT
Backflow Preventor	3/4" X 3/4"	Actual Cost
Meter Replacement	At owners' request	Actual Cost
Meter Repair	Frozen Meter	Actual Cost
Meter Testing	If requested by Owner and within 5%, homeowner to pay. If off more than 5%, no charge to owner.	Varies
Water Meter Check	Owner requests meter checked due to high consumption including remote reading and diagnostic issues	\$50
Water Testing	Chlorine Testing – Other testing is through LPH	No Charge

PUBLIC WORKS/WATER FEES		2023 Fees
Hydrant Testing (Third Party) for Fire Flow	Detail / Additional Expenses 48 Hours Notice Minimum (results must be provided to municipality)	\$50
Water Service or Sanitary Cleanout Locate	Through "ONE CALL"	No Charge
Bulk Water Account Set-Up	Not Via "ONE CALL"	\$25
	New System- No Key Required Price per Bulk Site	\$50 deposit + \$7.50/month
	Deposit refundable upon, account closure.	
Storm Lateral	Existing Residential Lots - 125mm Connection	\$2,500
	Lots Created by Severance	Actual Cost (\$2,500 minimum)
	Commercial Connections	Actual Cost (\$2,500 minimum)
Sanitary Lateral	+ applicable buy in	Actual Cost +
Curb Cut	minimum	\$450 or \$200/meter which ever is greater
Curb and Gutter Fill	Per metre	\$200
Blue Box		\$12
9-1-1 Sign	Sign Only	\$50
	Installation – Sign and Post	\$100
Addition of Tenant to Water Account		\$50
NSF Cheque		\$50
Arrears	Disconnection for Arrears notice left on-site when water is turned off	\$75
Additional Copy of Invoice		\$5
ata and Information Requests- >14 hours staff time	Staff hours beyond 14 x current wage	Actual Cost
Requests for Drawing/Site Review	Outside of site plan – first 5	No Charge
	All requests beyond 5	\$100 each
WATER AND SANITARY SEWER USAGE RATES		
* As per current separate usage rates by-law		
Rural Driveways with Road-side ditch	Installation of new culvert/driveway surface	\$2,500
	Replacement of existing culvert	\$2,500

FIRE DEPARTMENT		Detail / Additional Expenses	2023 Fees
INSPECTIONS			
Residential Dwelling			\$100
Daycare Centers			\$200
Home Daycare Centers			\$100
Multi-Unit	\$300 minimum		\$100/hr
Assembly Units	\$300 minimum		\$100/hr
Commercial and Industrial Buildings			\$100/hr
LLBO Licensing	Inclusive of authorization letter		\$100
Re-Inspection Fee	After 2 nd inspection, no charge for 1 st reinspection due to inspection order (\$100 minimum)		\$100/hr
SPECIAL EVENTS			
Special events requesting a Fire Inspection			\$100
Food Truck	Annually		\$100
ADMINISTRATION			
Copies of Fire Report or information from Files			\$100
Fire Prevention Letter	Processing, reviewing files, letter		\$100
Requested Inspection for Sale or Purchase of Property			\$100/hr
Firework Permit			\$200
PLANS AND PLAN REVIEW			
Approval of Non-Residential Building	When not part of site plan process		\$100/hr
Consideration of Alternative Solution	Under the Ontario Fire Code		\$100/hr + costs incurred
Review of Risk Management/ Emergency Response Plan			\$100/hr
Risk and Safety Management Plan (RSMP) Reviews			\$100/hr
Fire Safety Plan	Includes fire safety plan box		\$150
EMERGENCY RESPONSE			
Motor Vehicle Collisions	MTO Highway – Non-Residents		Current MTO Rate
	County and Municipal Roads – Non-Residents		Current MTO Rate
Incidents	Including – technical rescue, foam, 3 rd party agencies, personnel, apparatus, equipment, supplies, 3 rd party providers		Incurred Costs
Fire Watch			Current MTO Rate

FIRE DEPARTMENT		2023 Fees
Event Standby	Detail / Additional Expenses Current MTO Rate	MTO Rate per Hr
Open Burning Violation	MTO rate + incurred cost + admin fee	Current MTO Rate /HR + costs + admin
Opening Burning Violation – 3 rd Party Equipment/Supplies		Incurred Cost + Admin Fee @ \$100/hr
Nuisance/Preventable Panel Alarm	(3 rd and subsequent offences) or caused by service personnel failing to notify- including residential and commercial	Current MTO Rate/HR + additional time at ½ HR increments
COMMUNITY SERVICES		2023 Fees
CAMPGROUNDS		
Seasonal Winter Storage – All Campgrounds		\$300
Seasonal Grass Cutting – All Campgrounds		\$325
Additional Boat/Utility Trailer Storage	Seasonal	\$275
	Weekly	\$30
	Daily	\$5
Seasonal Golf Cart Fee		\$175
Daily Golf Cart Fee - Transients		\$5/day
Weekly Golf Cart Fee		\$30
Dumper Station Usage	Non-Camper Fee	\$25
MOORETOWN CAMPGROUND		
Seasonal Fee	Water/Hydro	\$2,700
	Water/Hydro/Sewer	\$3,000
Daily		\$49.90
Weekly		\$330
Monthly		\$1,120
Daily Cabins	Small	\$90
	Large	\$112

COMMUNITY SERVICES		Detail / Additional Expenses	2023 Fees
Seasonal Fee		Water/Hydro/Sewer	\$3,000
		Regular	\$55
Daily		Prime	\$57.75
		Basic Site	\$35
Weekly		Regular	\$330
		Prime	\$357.50
Monthly		Regular	\$1,200
		Prime	\$1,370
Boat Mooring		Daily	\$7.50
Seasonal		Water/Hydro/Sewer	\$3,000
Daily		Regular	\$55
		Basic	\$35
Weekly			\$330
Monthly			\$1,200
MOORE SPORTS COMPLEX			
ICE RENTALS			
Prime Time – Fall/Winter			\$205/HR
Non-Prime – Fall/Winter			\$130/HR
Summer Ice			\$183
Last Minute Ice			\$120
FLOOR RENTALS			
Adult		Full Day	\$500
		Hourly	\$50
BOARD ROOM RENTAL			
Full Day			\$85
Hourly			\$21
HALL RENTAL			
		Full Day	\$300
Hall 1 or 2		Hourly	\$35

COMMUNITY SERVICES		Detail / Additional Expenses	2023 Fees
POOL RENTAL & USER FEES			
Hourly	1-30 People / hr		\$130
Extra Lifeguard	Board of Education/Non-Profit		\$95
SWIM LESSONS (10 SESSIONS)			
Private Lessons, Semi-Private (2 Children)			\$155.00
Adult Lessons – Rate per Session	Drop in		\$12.00
30 Minute Group Session			\$70.00
45 Minute Group Session			\$75.00
Board of Education			\$43
Swim Evaluations			\$5
ADVANCED COURSES			
Standard First Aid – CPR-C	Initial		\$150
	Recert.		\$85
National Lifeguard Service (NLS)	Initial		\$250
	Recert.		\$87.50
Lifesaving Instructor			\$150
Babysitting Course			\$80
Bronze Medallion	Extra fees for materials added to course		\$105
Emergency First Aid			\$50
Bronze Cross	Extra fees for materials added to course		\$105
Aquatic Supervisor Training			\$175
PUBLIC RECREATIONAL SWIMS			
Child Swim			\$2.75
Adult Swim			\$4.00
Family Swim			\$9.00
PUBLIC SKATE ADMISSIONS			
Child Skate			\$2.75
Adult Skate			\$4.00
Family Skate			\$9.00
Family & Friends Skate	During weekdays		\$2.00
POOL PASSES			
10 Family Swim Pass			\$82

COMMUNITY SERVICES		Detail / Additional Expenses	2023 Fees
10 Adult Swim Pass			\$35
10 Child Swim Pass			\$25.50
Aqua Fitness Membership/year			\$500
FITNESS CENTRE MEMBERSHIPS			
Daily	Single		\$10
	Senior (60+)		\$7
	Single		\$65
1 Month	Senior (60+)		\$55
	Single		\$325
	Senior (60+)		\$275
6 Month	Couple		\$487.50
	Family		\$682.50
	Single		\$617.50
1 Year	Senior (60+)		\$522.50
	Couple		\$925
	Single		\$70
CHILDREN RECREATIONAL ACTIVITIES			
Camp	Daily		\$41.25
	Weekly		\$176
Day Camp – Full Summer			\$1,320
Early Drop Off/ Late Pick Up		(Extra Fees)	\$30
BALL DIAMOND RENTALS			
Adult	Hourly (min 2 hrs)		\$30
	Fees to Operate Lights		\$20
	Leagues – Seasonal Fee (min 2 hrs)		\$25/HR
TENNIS COURTS			
Hourly	Per court Per Hour		\$20
VOLLEYBALL COURTS			
Hourly	Per Court Per Hour		\$20
PAVILLION RENTALS			
Large Pavilion	Entire Pavilion – Full Day		\$150
Regular Pavilion	Entire Pavilion – Full Day		\$90

COMMUNITY SERVICES		Detail / Additional Expenses	2023 Fees
WEDDINGS			
Rehearsal	Extra Fee		\$55
Park Rentals – Open Space or Pavilion	Full Day – Extra Fee		\$75
ST. CLAIR PARKWAY GOLF COURSE			
Adult - 7 Day	Unrestricted		\$2,248.70
	Restricted		\$1,768.45
Second Adult - 7 Day	Unrestricted		\$1,536.80
	Restricted		\$1,175.20
Senior	Unrestricted		\$2,248.70
	Restricted		\$1,768.45
Non- prime time	Restricted		\$1469.00
Intermediate A	19-25 Years Old		\$1,378.60
Intermediate B	26-35 Years Old		\$1,661.10
Junior A			\$410.90
Junior B			\$457.65
Family	2 Adults and up to 3 Children under 19		\$3,760.64
Add a Junior to Adult Membership			\$300.58
MUSEUMS			
General Admissions	Adult		\$5
	Senior		\$4
	Student		\$3
	Child		\$2
	Preschool		No Charge
	Family		\$15
Chapel Rentals – Wedding			\$300
COMMUNITY SERVICES ADMINISTRATIVE FEES AND DISCOUNTS			
Administration Fee			\$25
Cancellation/Deposit			20%
NSF Fee			\$50
Automatic Late Fees	Recurring every 30 days		5%
Township Minor Associations / School Boards	DISCOUNT		20%

Membership Hold Fee		\$15
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TAX DEPARTMENT		2023 Fees
TAX SALE RECOVERY COSTS		
	Detail / Additional Expenses	
Prior to Registration	A - Send list for sub search to determine owner, encumbrances, legal, etc. plus request sheriff's certificate	\$245
	B – Final Notice of intent prior to registration	\$155
	First Notice given within 60 days of registration of tax arrears certificate	\$155
	Treasurers Declaration	\$75
Prior to Sale	Final Notice sent within 30 days of the expiry of 280 days after registration warning of pending sale	\$155
	Redemption Period expires 1 year after registration – treasurer verifies no payment made	\$35
Tax Arrears Paid	Payment received prior to expiry of 1 year redemption	\$35
	Cancellation certificate	\$400
Extension Agreements	Bylaw authorizing extension agreement – prior to 1 year expiry period	\$400
	Terms of Agreement fulfilled – Cancellation certificate registered	\$400
Sale of Land by Public Tender	Land Advertised for Sale	\$2,300
	Tenders Opened	\$145
	Notice to the highest tenderer requesting payment of balance amount	\$75
	Land Advertised for Sale	\$2,300
Sale of Land by Public Auction	Bidder immediately pays, treasurer declares successful purchaser	\$75
	Auctioneer issues receipt	\$35
	List of land offered for sale – prepared by auctioneer	\$75
Tax Deed Issue and Registration	Tax deed and statutory declaration	\$500
	Sale Proceeds less cancellation price – paid to Superior Court of Justice	\$245
OTHER COSTS		
Accessory Costs	Including – surveying, legal fees or any other costs incurred	Actual Cost
Urgent Tax Certificates		\$65
Tax Account Hardcopy		\$30