



**TOWNSHIP OF ST. CLAIR
BY-LAW NUMBER 29 OF 2021**

**Being a by-law to impose user fees and
charges within the Township of St. Clair
(replacing Township of St. Clair By-law
Number 8 of 2020)**

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. PLANNING AND ADMINISTRATION

1.1	Official Plan Amendments	\$2,800
	(if proceeding as a result of discovered illegal use	\$3,200)
1.2	Zoning By-Law Amendments	\$2,000
	(if proceeding as a result of discovered illegal use	\$2,500)
	When applying for both an OPA and a ZBA concurrently	\$4,000 total
	When Re-zoning as a Condition of Consent	\$1000
1.3	Validation of Title Application	\$800
1.4	Removal of Holding Symbol	\$500
1.5	Deeming Bylaw	\$500
1.6	Application for Minor Variance	\$500
1.7	Application for Consent	\$800
	Stamping of each deed	\$200
1.8	Site Plan Applications	
	Development Value Lower than \$100,000	\$1000
	Engineering Consulting Fees	\$250
	Development Value Higher than \$100,000	\$1500
	Engineering Consulting Fees	\$500
	Site Plan Amendments	\$800
	Site Plan Compliance Letter	\$100

*All Site Plans are subject to additional costs for registration on title.

1.9	Development Agreements	
	By Severance	\$100*
	*subject to an additional fee of \$100 per lot	
	Per Subdivision and all other	2% of dev. costs
1.10	St. Clair Region Conservation Authority	\$ current fee as prescribed by SCRCA
1.11	Zoning Certificates	\$50
1.12	Lot Release Certificate	\$50
	To Remove a By-Law Registered to Title	\$200
1.13	Tax Certificates	\$50
1.14	Marriage Licenses	
	If at least one Applicant is a Resident of the Township	\$120
	For two Non-Residents	\$150
1.15	Refreshment Vehicle/Food Vendor Permits	
	Transient	\$200
	Stationary	\$250
1.16	Burial Permit	\$20
1.17	Dog Licenses	
	Neutered or Spayed with Rabies Shot	\$20
	Neutered or Spayed without Rabies Shot	\$30
	Unneutered or Spayed with Rabies Shot	\$40
	Unneutered or Spayed without Rabies Shot	\$50
	Kennel License	\$250
	Kennel License Renewal	\$100
1.18	Taxicab License	
	Initial	\$100/vehicle
	Renewal	\$50/vehicle
	Taxicab Broker's License	\$100
	Renewal	\$50
	Taxi Operators Driver's License – Initial	\$40
	Renewal	\$20
1.19	Copy of Zoning Bylaw - Online Copies Only	\$0
1.20	Copy of Official Plan – Online Copies Only	\$0
1.21	Commissioner of Oaths Signature – Non-Resident	\$20

2 **BUILDING PERMIT FEES**

2.1	Residential	\$100 + \$0.60/ft² gross area +
	Completion Deposit (Refundable)	\$1,000
	St. Clair River Trail Crossing Deposit (Refundable)	\$2,000
2.2	Garages and Accessory Buildings/Structures	\$100 + \$0.20/ft²
2.3	Residential Building Enlargements/Alterations	\$100 + \$5/\$1,000 est. value
2.4	Apartments and Multiple Housing	\$100/unit + \$.60/ft² gross area
2.5	New Commercial and Industrial Buildings	\$100 + \$0.60/ft² gross area
2.6	Commercial/Industrial/Public Building Renovations & Other	\$100 + \$5/\$1,000 est. value
2.7	Farm Buildings	\$100 + \$0.10/ft² (max \$1000)
2.8	Industrial Wind Turbines	\$10,000/turbine
	Decommissioning/Letter of Credit	\$200,000/turbine
2.9	Miscellaneous – Swimming Pools, Tents, Construction Trailers	\$200

2.10	Liquor License Inspections for existing buildings	\$50
2.11	Building Relocation + Residential Fee + Completion Deposit (Refundable) + Heavy Load Permits as required	\$100 + all inspection costs + \$100 + \$0.60/ft ² gross area + \$3,000 + \$ current price
2.12	DOUBLE PERMIT FEES will be imposed on 2.1 – 2.11 if construction commences without a permit	

3 PUBLIC WORKS/WATER FEES

3.1 MUNICIPAL PERMIT FEES

3.2	Service Connection Permit:	Water	\$30.00
		Storm	\$30
		Sanitary	\$30
3.3	Road Crossing (Residential) Hydro Cable, Tile, etc.		\$30
3.4	Road Crossing (Commercial/Industrial) Hydro Cable, Tile, etc.		\$100
3.5	Seismic Testing on Road Allowances – Permit		\$100
3.6	Pipeline Crossing	Commercial	\$1,000
3.7	Oversize Load Moving –	Permit	\$30
		Annual Permit	\$300
		Supersize Load Permit	\$150

3.8 ENCROACHMENTS/CROSSING

3.9	Seismic Testing on Road Allowances per kilometre		\$1,000
3.10	Seismic Testing Road Crossing		\$100/cable
3.11	Pipeline Crossing Road Crossing		\$2,500
3.12	Pipeline Crossing Municipal Drain		\$2,500
3.13	Pipeline Running Within Road Allowance per kilometre		\$5,000
3.14	Pipeline Running Within Road Allowance (per inch/per kilometre)		\$5,000
3.15	Encroachment (drain crossing a road)	Residential/Agricultural Commercial	\$200 \$1,000

3.16 DEPOSIT FEES

3.17	Drain Crossing/Crossing		\$2,000
3.18	Road Crossing/Crossing		\$2,000
3.19	Pipeline Running in Road Allowance per inch surcharge (per inch/km)		\$1,000
3.20	Damage Deposit - Oversize Load Single Move Permit		\$5,000
3.21	Damage Deposit – Oversize Load Annual Moving Permit		\$5,000/road affected
3.22	Damage Deposit – Super Oversized Load		\$25,000

3.23 MUNICIPAL SERVICE CHARGES

3.24	Buy-in Fees for Municipal Services:	Water Storm Sanitary	Varies No Charge Varies
3.25	Water Service Installation:		
	existing Residential Lots up to 25mm		\$2,500
	Lots Created by Severance		Actual Cost (Minimum \$2,500)
	Service > 25mm		\$2,500 + oversizing costs

3.26	Water Service Shut-Off:	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
3.27	Seasonal Turn On/Off:	Shut off includes meter storage, no monthly fee, includes turn on with 48 hours notice.	\$25
		Without Notice	1 HR Charge
3.28	Construction Water	Maximum 90 day, then metre must be installed	\$1/\$1,000 blg value
3.29	Water Meter	Any Size	Actual Cost + ERT
3.30	Backflow Preventor	3/4" x 3/4"	Actual Cost
3.31	Meter Replacement	at Owners Request	Actual Cost (time, equipment, material)
3.32	Meter Repair	Frozen Meter	Actual Cost (time, equipment, material)
3.33	Meter Testing	If requested by Owner, and within 5%, homeowner to pay, if off more than 5%, no charge to owner	Actual Cost (time, equipment, material)
3.34	Water Meter Check	Owner request meter checked due to high consumption including remote reading and diagnosing issues.	\$50
3.35	Water Testing	Free Chlorine Testing	No Charge
	*Any additional testing is at Owner's cost and needs to be done through Lambton Health Unit		
3.36	Hydrant Testing (Third Party) for Fire Flow – 48 Hours Notice Minimum	Third Party results must be provided to the municipality)	\$50
3.37	Meter Box for Construction	Max 3 week per use	\$270/meter box *includes 1 backflow test \$25/week (backflow test and \$270 required for each location moved)
3.38	Water Service or Sanitary Cleanout Locate	Through ONE CALL Not Via ONE CALL	No Charge \$25
3.39	Bulk Water Account Set-up New System No key required		\$50 deposit + \$7.50/month Per bulk site. Deposit returned once account is closed.
3.40	Storm Lateral	Existing Residential Lots – 125mm Connection	\$2,500
		Lots Created By Severance	Actual Cost (\$2,500 min)
		Commercial Connections	Actual Cost (\$2,500 min)
3.41	Sanitary Lateral		Actual Cost + Applicable buy-in
3.42	Curb cut/infill	minimum	\$400 or \$150/meter whichever is greater
3.43	Curb and Gutter Fill	per metre	\$200
3.44	Blue Box		\$9.25
3.45	9-1-1 Sign	Sign Only	\$30
		Installation – Sign and Post	\$50
3.46	NSF Cheque		\$30
3.47	Arrears	Disconnection for Arrears Notice left on-site when water is turned-off	\$75 Arrears Charge
3.48	Additional Copy of Invoice		\$5

3.49	Data and Information Requests > 14 hours staff time	Actual Cost (staff hours Beyond 14 x current wage)
3.50	Requests for Drawing/Site Review (outside of site plan) All requests beyond 5	No Charge for first 5 annually \$100 each
3.51	WATER AND SANITARY SEWER USAGE RATES	As per current separate Usage Rates Bylaw
3.52	Rural Driveways with road-side ditch – installation of a New culvert/driveway surface or replacement of existing culvert	\$2,500

4 **FIRE DEPARTMENT**

4.1	Fire/Incident Reports	\$60
4.2	Inspection Reports Requests by Legal Firm or Insurance Company Request for an Industrial Occupancy	\$60 \$60/hour
4.3	Provincial and Municipal Road Occurrences	
	Provincial Roads	Current Rate Determined by MTO
	Municipal Roads	No Charge – Unless
	Excess of 40L of Class A or B Foam	Actual Charge
	Excess of 2 bags of Absorbent Material	Actual Charge
4.4	Breathing Air Cylinder Refills	\$5/cylinder
4.5	Fire Responses Fee – Indemnification Technology	Current Rate Determined by MTO + Actual Costs Borne by Township

5 **COMMUNITY SERVICES**

5.1	CAMPGROUNDS	
5.2	Seasonal Winter Storage – all campgrounds	\$250
5.3	Seasonal Grass Cutting – all campgrounds	\$250
5.4	Additional Boat / Utility Trailer Storage/month Additional Boat/ Utility Trailer Storage SEASONAL	\$50 \$250
5.5	Seasonal Golf Cart Fee Daily Golf Cart Fee – Transients Weekly Golf Cart Fee Monthly Golf Cart Fee	\$175 \$5/day \$30 \$125
5.6	Dumper Station Usage – Non Camper Fee	\$20
5.7	MOORETOWN CAMPGROUND	
	Seasonal (Water/Hydro)	\$2,225
	Seasonal (Sewer/Water/Hydro)	\$2,475
	Daily	\$47.50
	Weekly	\$285
	Monthly	\$1083
	Daily Cabins – Small	\$84
	Daily Cabins – Large	\$105
	5.8 CATHCART CAMPGROUND	
	Seasonal (Sewer/Water/Hydro)	\$2,475
	Daily – Regular	\$50
	Daily – Prime	\$55
	Daily – Basic Site	\$35
	Weekly – Regular	\$300
	Weekly – Prime	\$341.25

	Monthly – Regular	\$1,140
	Monthly – Prime	\$1,300
	Boat Mooring Seasonal	\$175
	Boat Mooring Monthly	\$120
	Boat Mooring Daily	\$5
5.9 BRANTON-CUNDICK CAMPGROUND		
	Seasonal (Sewer/Water/Hydro)	\$2,475
	Daily	\$50
	Daily – Basic Site	\$35
	Weekly	\$300
	Monthly	\$1140
5.10 MOORE SPORTS COMPLEX		
5.11 Ice Rentals		
5.12	Prime Time – Fall/Winter	\$185/hour
	Non Prime – Fall/Winter	\$115/hour
	Summer Ice	\$165
5.13	School Non Prime	\$60
5.14 Floor Rentals		
	Adult - Full Day	\$500
5.15	Board Room Full Day	\$80
	Hourly	\$20
5.16 Hall Rentals (Both 1 and 2)		
	Liquor Event – Full Day	\$300
	Liquor Event – Hourly	\$35
	Non-Liquor Event – Full Day	\$250
	Non-Liquor Event – Hourly	\$30
5.17 Meeting Room		
	Full Day	\$80
	Hourly Day	\$20
5.18 POOL RENTAL & USER FEES		
	Hourly (1-30 people)	\$125
	Hourly (31-60 people)	\$175
	Hourly (61-125 people)	\$200
	Hourly (126-180 people)	\$275
	Hourly - Board of Education/Non-Profit	\$95
	Extra Lifeguard	\$30/hour
Swim Lessons (10 Sessions)		
	Private Lessons	\$125
	Semi-Private (2 children)	\$190
	Adult Lessons – group	\$60
	Adult Lessons – Rate Per Session (drop in)	\$10
	Parent and Tot	\$65
	30 minute Group Session	\$65
	45 minute Group Session	\$70
	Star Patrol / Bronze Star	\$70
	Board of Education	\$40
	Swim Evaluation Fee	\$5
Advanced Courses		
	Standard First Aid – CPR	\$150
	Standard First Aid – CPR – recert	\$85

National Lifeguard Service (NLS)	\$250
NLS Recert	\$85
Water Safety Instructor (WSI)/Lifesaving Instructor	\$250
WSI Recert	\$85
Babysitting Course	\$80
Bronze Medallion	\$100
Emergency First Aid	\$50
Bronze Cross	\$100
Aquatic Supervisor Training	\$175

Public Recreational Swims

Child Swim	\$2.50
Adult Swim	\$3.75
Family Swim	\$8.50

Public Skate Admissions

Child Skate	\$2.50
Adult Skate	\$3.75
Family Skate	\$8.50
Moms, Pops, Tots, Senior Skate (Wed/Thurs 1-2pm)	\$2.00

Pool Passes

10 Family Swim Pass	\$80
10 Adult Swim Pass	\$35
10 Child Swim Pass	\$20
Aqua Fitness Membership / year	\$500

Fitness Centre Memberships

Daily – Single	\$10
Daily – Senior (60+)	\$7
1 Month – Single	\$65
1 Month – Senior/Student	\$55
6 Month – Single	\$325
6 Month – Senior (60+)	\$275
6 Month – Couple	\$487.50
6 Month – Family	\$682.50
1 Year – Single	\$617.50
1 Year – Senior (60+)	\$522.50
1 Year – Couple	\$731.25
1 Year – Family	\$926.25
10 Visit Pass – Single	\$70
Membership Hold Fee	\$15

Fitness Classes

Fitness Class – 10 class pass	\$70
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Children Recreational Activities

Camp Daily Rate	\$37.50
Camp Weekly Rate	\$160
Day Camp – FULL SUMMER	\$1,100
Day Camp – FULL SUMMER – 2 nd Child	\$840
Day Camp – FULL SUMMER – 3 rd Child	\$780
Early Drop Off / Late Pick Up (Extra Fees)	\$20

5.19 Ball Diamond Rentals

Minor Ball – Township Groups	No Charge
Adult – Full Day	\$135
Adult – Hourly	\$25
Adult – Fee to Operate Lights	\$20/hour
Adult Leagues Seasonal Fee	\$22.25/hour

5.20 Tennis Courts – Hourly \$15/court

5.21 Volleyball Court – Hourly \$15

5.22 Pavilion Rentals

Large Pavilion – Entire Pavilion – Full Day	\$130
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	Large Pavilion – Half Pavilion – Full Day	\$70
	Regular Pavilion – Entire Pavilion – Full Day	\$70
5.23	Weddings – Open Space – Full Day	\$65
	Rehearsal	\$50
	Park Rentals Open Space – Full Day	\$70
5.24	ST. CLAIR PARKWAY GOLF COURSE	
	Adult 7 Day Unrestricted	\$1,858.28
	Adult 7 Day Restricted	\$1,460.52
	Second Adult 7 Day Unrestricted	\$1,267.86
	Second Adult 7 Day Restricted	\$969.54
	Senior Unrestricted	\$1,833.42
	Senior Restricted	\$1,448.09
	Intermediate A (19-25 years old)	\$1,141.07
	Intermediate B (26-35 years old)	\$1,374.76
	Junior A	\$341.82
	Junior B	\$403.97
	Family 2 Adults and Up to 3 Children under 19	\$3,107.50
	Add a Junior Membership to any Adult Membership	\$248.60
	18 Hole AM Round	\$48
	18 Hole PM Round	\$38
	9 Hole Round	\$27
	18 Hole Cart	\$34
	9 Hole Cart	\$24
	Premium – Weekends and Holidays	\$5
5.25	MUSEUMS	
	General Admissions	
	Adult	\$5
	Senior	\$4
	Student	\$3
	Child	\$2
	Preschool	No Charge
	Family	\$15
5.26	Chapel Rentals – Wedding	\$300
5.27	COMMUNITY SERVICES ADMINISTRATIVE FEES AND DISCOUNTS	
	Administration Fee	\$15
	Cancellation/Deposit	20%
	NSF Fee	\$50
	Automatic Late Fees (recurring every 30 days)	5%
	Township Minor Associations DISCOUNT	20%

6 **TAX DEPARTMENT**

Tax Sale Recovery Costs

6.1 PRIOR TO REGISTRATION:

6.2	A – Send list for sub search to determine owner, encumbrances legal, etc. plus request sheriff's certificate	\$245
6.3	B - Final Notice of intent prior to registration sent to all registered owners, spouses persons found during search, etc.	\$155

PRIOR TO SALE:

6.4	Tax Arrears certificate registered	\$400
6.5	First Notice given within 60 days of registration of tax arrears certificate	\$155
6.6	Treasurer's declaration	\$75
6.7	If payment received, go to 6.13. If extension agreement requested, go to 6.15	
6.8	Final Notice sent within 30 days of the expiry of 280 days after registration warning of pending sale.	\$155

- 6.9 Treasurer's Declaration re-sending of notice made forthwith and retained \$75 on file.
- 6.10 If extension agreement requested – go to 6.15
- 6.11 Redemption period expires one year after registration. Treasurer \$35
 verifies no payment made.
- 6.12 If sale by Public Tender, go to 6.21.
 If sale by Public Auction, go to 6.28.

TAX ARREARS PAID:

- 6.13 Payment received prior to expiry of one year redemption period. Receipt \$35
 issued.
- 6.14 Cancellation certificate registered by Treasurer. SALE AVERTED \$400
 Procedures end.

EXTENSION AGREEMENT REQUESTED:

- 6.15 Extension agreement requested.
- 6.16 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.
- 6.17 Bylaw authorizing extension agreement passed prior to expiry of one- \$400
 year period.
- 6.18 Extension agreement entered into – copy placed in file. Sale suspended.
- 6.19 Agreement breached – recommence sale process by returning to the
 step in the tax sale procedure immediately prior to the extension
 agreement being entered into.
- 6.20 Terms of agreement fulfilled. Cancellation certificate registered by \$400
 the Treasurer. SALE AVERTED – procedures end.

SALE OF LAND BY: PUBLIC TENDER

- 6.21 Land Advertised for sale. \$2,300
- 6.22 Tenders Opened – contents examined. \$145
- 6.23 If no successful tenderer – go to 6.36.
 If highest tender or two highest tenders selected – go to 6.24
- 6.24 Notice to the highest tenderer requesting payment of balance of amount \$75
 tendered, applicable land transfer tax and accumulated taxes.
- 6.25 If payment received from highest tenderer within 14 days. Receipt
 issued. Treasurer declares highest tenderer to be successful purchaser.
 Go to 6.32.
- If no payment received from highest tenderer within 14 calendar
 days of mailing notice. Deposit forfeited.
- Where second highest tenderer – go to 6.26.
- Where no second highest tenderer – treasurer to declare that there is
 no successful purchaser. Go to 6.36.
- 6.26 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.
- 6.27 If payment received from second highest tenderer within 14 days –
 receipt issued.
- Treasurer declares second highest tenderer to be successful purchaser.
 Go to 6.32.
- If no payment received from second highest tenderer within 14 days.
 Deposit forfeited. Treasurer declares that there is no successful purchaser. Go to 6.36.

SALE OF LAND BY: PUBLIC AUCTION

6.28 Land Advertised for sale. \$2,300

If no bid is made on initial sale or, upon reopening of bidding, highest bidder fails to make payment. Go to 6.36.

If bidder immediately pays, Treasurer declares bidder as successful purchaser. Go to 6.29. \$75

6.29 Auctioneer issues receipt to successful purchaser. \$35

6.30 Auctioneer declares auction closed.

6.31 List of land offered for sale – prepared by auctioneer. Go to 6.32. \$75

TAX DEED – ISSUE AND REGISTRATION

6.32 Tax deed and statutory declaration of Treasurer registered. \$500

6.33 Sale proceeds less cancellation price, paid into Superior Court of Justice together with statement of facts. \$245

6.34 Forfeiture of 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 the Township.

6.35 Balance of sale price received from court and paid into the general funds of the Township. PROCEDURES END.

VESTING IN MUNICIPALITY

6.36 No successful purchaser. Notice of vesting and Treasurer's declaration registered. PROCEDURES END.

OTHER COSTS

6.37 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

6.38 Urgent Tax Certificates \$65

6.39 Tax Account Hardcopy in lieu of Tax Certificate \$30

Township of St. Clair By-law 8 of 2020 is hereby repealed and replaced by this Bylaw 29 of 2021.

Read a FIRST, SECOND, THIRD and final time, and finally passed this 7th day of June, 2021.



Mayor Steve Arnold



Clerk Jeff Baranek